

**BIG LAKE PLANNING COMMISSION  
REGULAR MEETING MINUTES**

**JULY 15, 2009**

**1. CALL TO ORDER**

Chair Becker called the meeting to order at 7:00 p.m.

**2. ROLL CALL**

Commissioners present: Kirby Becker, Ketti Green, Doug Hayes, Duane Langsdorf, Scott Marotz, Patricia May, and David Schreiber. Commissioners absent: none. Also present: Senior City Planner Katie Larsen, Community Economic Development Director Jim Thares, and Economic Development Assistant Sandy Petrowski.

**3. ADOPT AGENDA**

Commissioner May moved to adopt the agenda. Seconded by Commissioner Green, unanimous ayes, agenda adopted.

**4. OPEN FORUM**

Chair Becker opened the Open Forum at 7:00 p.m. No one came forward for comment. Chair Becker closed the Open Forum at 7:01 p.m.

**5. APPROVE PLANNING COMMISSION MEETING MINUTES OF JUNE 17, 2009**

Commissioner Langsdorf motioned to approve the June 17, 2009 Meeting Minutes. Seconded by Commissioner Hayes, unanimous ayes, Minutes approved.

**6. BUSINESS**

**6A. PUBLIC HEARING: 641 SHORE ACRES DRIVE CONDITIONAL USE PERMIT TO EXCEED IMPERVIOUS SURFACE LIMITS**

Senior City Planner Katie Larsen reviewed the July 15, 2009 Planning Report pertaining to the Conditional Use Permit application submitted by Pat and Gloria Bauer to exceed the 25% impervious surface limits for their property located at 641 Shore Acres Drive, noting that the impervious surface percentage being proposed is 34.6%. Planner Larsen also reviewed the letter received from the applicants indicating the six (6) additional items that were being proposed for this CUP request, including a proposed rain garden, plans for gutter downspouts and house run-off.

Planner Larsen also reviewed comments received from the City Engineer and the MnDNR, and discussed two (2) additional options for impervious surface calculations using proposed pervious pavers. Also discussed was staff's conversation with the President of the Lake Association regarding previous CUP's approved for impervious surface limits.

The developer, Brett Parent, of Parent Custom Homes, was present to answer questions of the Commission.

Chair Becker opened the public hearing at 7:16 p.m.

Brent Parent, of Parent Custom Homes in Coon Rapids, Minnesota, discussed the potential cost increase with the use of pervious pavers, which could potentially triple the driveway cost. He also stated that purpose of the proposed side driveway is for additional parking and that the side garage door would be primarily for boat storage.

Commissioner Marotz noted his concern that some of the issues were not addressed earlier in the building process.

The Commission discussed concerns with the drainage on the site and the proposed solutions, i.e., the filtering of the drainage on different levels, grading of the property to the road, gutters/downspouts, installation of a rain garden, etc.

Mr. Mike Zigler, 651 Shoreacres Drive, was in attendance and speaking on behalf of the Big Lake Community Lake Association. He stated that the Association had concerns with increasing exceeding the allowable impervious surface coverage on the site, noting that the site had previously been a mostly treed lot and that 5 out of 6 trees have been moved, leaving no little or no vegetation on the site. Mr. Zigler inquired about the amount of proposed areas for grass. Mr. Parent explained where irrigated grass areas were planned on the site.

Mr. Zigler asked if the existing boathouse was included in the impervious surface calculations. Planner Larsen clarified that calculations do include the boathouse and surrounding areas. Mr. Zigler stated that the Association was concerned with area surrounding the boathouse as there appeared to be plastic sheeting underneath the rock which he believed would increase the impervious surface of the project.

Staff and the Commission also discussed tree preservation for the site and how maintenance of impervious surface/rain gardens is handled.

Arlene Peterson, 649 Lake Street North (townhouse development adjacent to proposed property) stated her concern with the proposed drainage and water runoff from the project, noting that the proposed home located adjacent to the townhouse development and she does not want the runoff to be directed towards the townhouse.

Planner Larsen stated that staff will obtain verification on the drainage plan from the City Engineer as well as with the DNR prior to this issue is brought before the City Council at their August 12<sup>th</sup> meeting.

Chair Becker closed the public hearing at 8:21 p.m.

Commissioner Langsdorf motioned to approve the CUP at 29.5% with the six (6) proposed mitigation conditions as presented and discussed, with the plans being amended to meet the 29.5% imp surf coverage. Seconded by Commissioner Hayes, unanimous ayes, motion carried.

#### **6B. 401 PLEASANT AVENUE – DETACHED GARAGE STRUCTURE**

Planner Larsen reviewed the July 7<sup>th</sup> Planning Report regarding a request to allow for a previously approved attached garage structure to be detached. She reported that the applicant, Michael Grimley was not aware that the approved attached garage structure would require frost footings per the State Building Code and, due to the increased cost, he was now requesting that approval be given for the garage to be a detached structure in order to eliminate the additional cost for frost footings.

After a brief discussion, it was the consensus of the Commission that there is no issue with allowing the structure to be moved back to align with the house.

Commissioner Hayes motioned to allow the previously approved garage structure at 401 Pleasant Avenue to be detached. Seconded by Chair Becker, unanimous ayes, motion carried.

#### **6C. COBBLESTONE CROSSING CONCEPT PLAN**

Planner Larsen reported that this concept plan review is for the purpose of analyzing the annexation request and Concept Plan for Cobblestone crossing and that the applicants, Bridgeview Development, LLC, and Bridgeview Assembly of God Church, Inc. are proposing a mixed use commercial and retail development (approximately 32 acres) along CSAH 11 just west of TH25, which is slightly different from a Concept Plan review for development.

Planner Larsen reviewed with the Board comments relating to the Concept Plan for annexation, including the 02/26/08 letter submitted by the DNR regarding the proposed development. Comments received from the Commissioners will be forwarded to the City Council when this item is considered at their next meeting.

## **7. PLANNER'S REPORT**

### **7A. PLANNING COMMISSION VISION AND GOALS**

Planner Larsen briefly discussed the previously established Planning Commission Vision and Goals for 2009 and asked how or if the Commission would like to proceed further with this issue.

Commissioner Marotz suggested that the Commission should establish some quantitative goals. Chair Becker stated that there needs to be some coordination between the goals of both the Planning Commission and City Council.

Planner Larsen stated that the City Council's goals could be included as an item on the Commission's next meeting agenda for discussion. Commissioner Hayes suggested that potential items of discussion could be the Comprehensive Plan and impervious surface issues. Commissioner Marotz suggested that another area of discussion could be designating areas on the north end of the City/lakes that could be potential sites for a type of "corner/convenience store" so residents would not have to travel across town for small items.

### **7B. SITE & BUILDING PLAN REVIEW CHECKLIST**

Planner Larsen briefly reviewed the checklist currently being utilized by staff in the review of site and building plans. This item was for information only; no action required or taken by the Commission.

### **7C. PROJECT UPDATE**

Planner Larsen reviewed the monthly project update report. No action required or taken by the Commission.

Commissioner Schreiber asked about budget costs in the City. Community Economic Development Director Jim Thares provided a brief update on the potential budget items being considered by City staff and City Council during discussions/workshops. Commissioner Schreiber asked why Boards such as the City Council and Planning Commission couldn't take a pay cut for a period of time in order to show a good faith for the benefit of the City. Mr. Thares stated that this suggestion could be brought to staff and the City Council at their next budget discussion.

**8. COMMISSIONERS' REPORTS**

Commissioner Schreiber informed the Commission that there is a baseball field located in Rogers, Minnesota along Highway 101 (by Cub Foods and the movie theater) that is similar to the one being proposed for the Commerce Park development in Big Lake if anyone would care to view it.

Commissioner Marotz provided a brief update on the Parks Advisory Board meeting.

**9. OTHER – None.**

**10. ADJOURN**

Commissioner Green motioned to adjourn at 9:17 p.m. Seconded by Commissioner Hayes, unanimous ayes, motion carried.