

**BIG LAKE PLANNING COMMISSION
REGULAR MEETING MINUTES**

APRIL 18, 2007

1. CALL TO ORDER

Commissioner Kirby Becker called the meeting to order at 7:04 p.m.

2. ROLL CALL

Commissioners present: Dick Backlund, Kirby Becker, Doug Hayes, Duane Langsdorf, Scott Marotz, and David Schreiber. Commissioners absent: Tony Benecke.

Also present: Assistant City Administrator Scott Johnson, Community Economic Development Director Jim Thares, City Planner Ned Noel, City Planner Annie Deckert and Building Official Sam Rudd, Economic Development Intern Sam Woods, and Economic Development Assistant Sandy Petrowski.

3. OPEN FORUM

Commissioner Becker opened the Open Forum at 7:05 p.m. No one came forward for comment. Chair Becker closed the Open Forum at 7:06 p.m.

4. ADOPT AGENDA

Commissioner Langsdorf moved to adopt the agenda. Seconded by Commissioner Backlund, unanimous ayes, agenda adopted.

5. APPROVE PLANNING COMMISSION MEETING MINUTES OF MARCH 21, 2007

Commissioner Hayes motioned to approve the March 21, 2007 Meeting Minutes. Seconded by Commissioner Schreiber, unanimous ayes, Minutes approved.

6. BUSINESS

6A. PUBLIC HEARING: LEDGER BOARD AND COMMERCIAL/INDUSTRIAL EXTERIOR MATERIALS ZONING ORDINANCE AMENDMENTS

1st Ordinance Amendment Issue: Economic Development Intern Sam Woods provided a summary of the April 9th Planning Report and answered questions of the Commission.

Building Official Sam Rudd provided his input on the proposed ordinance amendments and answered questions of the Commission.

Commissioners asked Mr. Rudd if covering the ledger boards with a built out box was a viable option.

The Commissioners discussed the need to either remove the ordinance requirement for a ledger board or to amend the ordinance to require that the board be stained/painted.

Commissioner Becker opened the public hearing at 7:23 p.m. No one came forward for comment. Commissioner Becker closed the public hearing at 7:24 p.m.

Commissioner Langsdorf motioned to amend the ordinance to require the installation of ledger boards at time of construction and to require that the board be stained or painted to match the siding (weather allowing). Seconded by Hayes, unanimous ayes, motion carried.

2nd Ordinance Amendment Issue: Economic Development Intern Sam Woods reviewed that the proposed amendments were housekeeping issues regarding changes that will outline exterior materials to assure that they coincide with each other and that the context will remain the same but clarification will be made to the interpretation of the current ordinance.

Commissioner Schreiber motioned to approve the proposed amendments to ordinance as discussed. Seconded by Commissioner Langsdorf, unanimous ayes, motion carried.

6B. PUBLIC HEARING: CONDITIONAL USE PERMITS FOR ON THE RUN

City Planner Ned Noel reviewed the April 12th Planning Report pertaining to the application for approval of the plans and several Conditional Use Permits (CUP's) for "On the Run", submitted by Clement Haastrup, for the development of a gas station/convenience store, restaurant, retail, and accessory car wash development to be located in the Big Lake Marketplace North Second Addition. He further explained that, specifically, the CUP's needing approval would be for: the gas station/convenience store use; the car wash; the trash enclosure located in the front yard off Marketplace Drive; and the drive-through menu board sign. Mr. Noel stated that staff is recommending that the Commission approve the plans and all of the Conditional Use Permits subject to the conditions listed in the report.

Mr. Jason Latourno, of Lampert Architects, discussed the proposed project and answered questions of the Commission.

Commissioner Becker opened the public hearing at 7:43 p.m. No one came forward for comment. Commissioner Becker closed the public hearing at 7:44 p.m.

Commissioner Schreiber asked for clarification of the plans for a turn lane at the corner near the planned gas station; Mr. Noel noted that the lane has already been constructed/approved by MnDOT.

Commissioner Becker had some questions about access points on 168th Avenue and Marketplace Drive.

Mr. Jason Latourno, project architect for Lambert Architects, discussed the deceleration lane plans for the project and informed the Board that they are still waiting for clarification on who (MnDOT or the City) approves the right-in-only to the project site. The Commission discussed their concerns/issues with the access issue with the applicant. Mr. Noel indicated that staff can direct the City Engineer to review the issue.

Commissioner Backlund motioned to approve the plans and all conditional use permits subject to the thirty-five (35) conditions of approval as set forth in the April 12th Planning Report, with the addition of one additional condition to direct the City Engineer to the proposed access relative to future traffic. Seconded by Commissioner Marotz, unanimous ayes, motion carried.

6C. PUBLIC HEARING: INDUSTRIAL ZONING DISTRICT ORDINANCE AMENDMENTS

City Planner Ned Noel provided an overview of the April 18th Planning Report, noting that this issue had been tabled and the public hearing continued from the March 21st Planning Commission meeting in order for the Commission to be provided with additional information on other outdoor storage policies. He noted that the I-3 discussion was not part of this specific issue as it will need to be noticed for public hearing at a future meeting. Mr. Noel stated staff was recommending approval of the draft ordinance amendments for the I-1 and I-2 changes, along with any additional modifications as directed by the Commission. He further noted that if the Commissioners want to develop an I-3 district in the future, it can also be discussed.

Staff discussed with the Commission the history pertaining to the idea of the I-3 district as well as comments previously provided by the City Council on the possible I-3 district. Also discussed was how outside storage might affect transit oriented development.

Commissioner Becker opened the public hearing at 8:22 p.m. No one came forward for comment. Commissioner Becker closed the public hearing at 8:23 p.m.

Commissioner Langsdorf motioned to adopt the industrial zoning ordinance amendments allowing, via an Interim Use Permit (IUP), 350% of outdoor storage times the building footprint size, and the IUP. Seconded by Commissioner Hayes, unanimous ayes, motion carried.

7. PLANNER'S REPORT

Mr. Noel provided a brief report on the Transit Oriented Development (TOD) meetings.

8. COMMISSIONERS' REPORTS: No reports.

9. ADJOURN

Commissioner Langsdorf motioned to adjourn at 8:27 p.m. Seconded by Commissioner Hayes, unanimous ayes, motion carried.

