

**BIG LAKE PLANNING COMMISSION
REGULAR MEETING MINUTES**

JANUARY 6, 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 and Economic Development Assistant Sandy Petrowski.

3. ADOPT AGENDA

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

4. OPEN FORUM

Chair Becker opened the Open Forum at 7:01 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 DECEMBER 2, 2009

Chair Becker motioned to approve the December 2, 2009 Meeting Minutes. Seconded by Commissioner Schreiber, unanimous ayes, Minutes approved.

6. BUSINESS

Senior Planner Katie Larsen discussed the appointments of the Planning Commission Chair, noting that at the December Planning Commission meeting, both Commissioners Marotz and May had indicated that they would like to be re-appointed to another term. However, appointments are to be made by the City Council and this issue would not be considered by the Council until their January 13th regular meeting, so both Commissioners Marotz and May are able to act in an official role of Planning Commissioner at this meeting and, if appointed by the City Council, would be sworn in at the February 3rd Planning Commission meeting,

6A. APPOINTMENT OF PLANNING COMMISSION CHAIR

Planner Larsen stated that Kirby Becker had indicated at last month's Planning Commission meeting that he would not be able to serve as Planning Commission Chair. Chair Becker confirmed that he would not be able to serve as Planning Commission Chair again in 2010.

Planner Larsen stated that although Commissioners Marotz and May are not acting in an official role at this meeting, they are still eligible to be nominated or volunteer for the Chair position but any motion nominating either of them would need to be contingent upon the Council's appointment of them to the Commission.

Commissioner Green nominated Scott Marotz to serve as Planning Commission Chair in 2010, contingent upon his appointment by the Council at their January 13th meeting. Seconded by Commissioner Becker, unanimous ayes, motion carried.

6B. APPOINTMENT OF PLANNING COMMISSION VICE-CHAIR

Chair Becker motioned to appoint Ketti Green as the Planning Commission Vice-Chair for 2010. Seconded by Commissioner Langsdorf, unanimous ayes, motion carried.

6C. PUBLIC HEARING: CONDITIONAL USE PERMIT (CUP) TO EXCEED IMPERVIOUS SURFACE LIMITS – 113 HILL STREET

Senior Planner Katie Larsen reviewed the December 28th Planning Report regarding the Development Application received from Blaise and Diann Boser for a Conditional Use Permit (CUP) to exceed 25% impervious surface limits for a new single family home the Bosers are proposing to construct at 113 Hill Street.

Planner Larsen reported that the proposed impervious surface square footage is currently at 30.4%, versus the allowed 25%. She also reviewed the two house plan options as well as an alternative option, noting that all of the three options would be well under the allowable 50% impervious surface limits allowed under a CUP.

Commissioner Hayes asked for clarification on the reason for the lot combination that was done in approximately 2003. Planner Larsen stated that it was staff's understanding that it was a combination of metes and bounds parcels and that both parcels were at 12,000 sq. ft. each.

Blaise Boser, 113 Hill Street, stated that it was his understanding that, at one time, the property was one lot which had an older house on it and a contractor bought the property, tore down the house, and split the lot; keeping one lot and selling the other.

Commissioner Schreiber asked about tree preservation on the property and what was required. Planner Larsen noted that, typically, tree preservation comes into play with the planning of an entire subdivision. She stated that property owners have the right to cut down trees on their lot if they desire and the City does not have any regulations specifying individual lot tree preservation requirements.

Mr. Boser stated that there are two trees close to the lake that are bad that they will try to save them, there are four along the property line, and they will attempt to save as many as possible, dependent upon how the house is placed. Mr. Boser also noted that they are planning on planting additional trees on the property as well.

Commissioner Langsdorf stated that he appreciated the Bosers for working with staff on the alternate plans and he asked if they were planning on adding any additional driveways, etc. in the future. Mr. Boser stated that this is their retirement home and there will be no extra driveways.

Chair Becker asked Mr. Boser if they were comfortable with the "alternate" option. Commissioner Langsdorf said that it was his opinion that Plan B would provide the lowest impervious surface coverage. Mr. Boser indicated that Plan B would be their preferred option.

Chair Becker opened the public hearing at 7:26 p.m.

Steve Dupay, 103 Hill Street, stated that he has known the applicants since the spring of 2009 and that they have taken great care of the property, getting rid of junk and taking care of the beach; where the property had been a mess for years prior to being purchased by the Bosers. Mr. Dupay stated that he would be very comfortable having the proposed home and the Bosers in the neighborhood.

Planner Larsen stated that, for the record, staff had received two (2) phone calls from those receiving public hearing notices with concerns with encroachment to their properties and the height of the structure, but after an explanation by staff of the plans, both callers no longer had any issues with the proposed plan.

Chair Becker closed the public hearing at 7:29 p.m.

Commissioner Langsdorf motioned to recommend that the Council approve House Plan B with a maximum impervious surface lot coverage of 31%. Seconded by Commissioner Hayes, unanimous ayes, motion carried.

Planner Larsen noted that this item will be presented to the City Council for consideration/approval at their January 27th regular meeting.

6D. TOD MASTER PLAN – FINAL REVIEW

Planner Larsen discussed the final version of the TOD Master Plan as prepared by LSA Design, Inc., noting that the Plan incorporates the ideas and suggestions brought forward to TOD meetings and the Public Open House as to the type of development the City envisions near the Northstar Station. This is meant to be a flexible plan that will become part of the Zoning Ordinance and will remain flexible to meet the needs of the City and potential developers.

The Commission briefly discussed the advantages/possibilities that such a plan could have for the City with regards to future developments and marketing of the Big Lake area.

Commissioner Hayes motioned to recommend approval of the final TOD Master Plan to the City Council, as presented. Seconded by Commissioner Green, unanimous ayes, motion carried.

6E. SHORELAND MANAGEMENT OVERLAY DISTRICT AND IMPERVIOUS SURFACE LIMITS

Planner Larsen stated that, at the December Workshop, Commissioners discussed/reviewed the December 12th Planner Report, noting that it is being brought forth for discussion based on a previous request by the Planning Commission for staff to review the City's Code as it relates to impervious surface limits within the Shoreland Overlay Districts. She asked the Commission what areas they feel need improvements/revisions. Planner Larsen briefly reviewed the City's existing zoning district's impervious surface limits (of the areas within the Shoreland Overlay District) and asked for the Commissioners input/comments.

The Commission discussed comparisons with other communities' ordinances and suggested possibly involving the Lake Association to discuss future mitigation strategies.

It was staff's recommendation that at the Commission review this issue again at a later date after the MnDNR completes their revision of the Shoreland Regulations as it relates to all municipalities in Minnesota; noting that it is expected that the DNR will hold the public hearing for the draft rules in late spring/early summer 2010, which would give the City an opportunity to review and comment on the proposed changes.

7. PLANNER'S REPORT

7A. PROJECT UPDATE REPORT

Planner Larsen briefly reviewed the Project Update report and answered questions of the Commission. No action required or taken by the Board.

8. COMMISSIONERS' REPORTS - No reports.

9. OTHER – None.

10. ADJOURN

Commissioner Green motioned to adjourn at 7:51p.m. Seconded by Commissioner Langsdorf, unanimous ayes, motion carried.