

**BIG LAKE PLANNING COMMISSION
REGULAR MEETING MINUTES**

APRIL 1, 2015

1. CALL TO ORDER

Chair Marotz called the meeting to order at 6:30 p.m.

2. ROLL CALL

Commissioners present: Ketti Green, Jennifer Joseph, Scott Marotz, Patricia May, and Clay Wilfahrt. Commissioners absent: Seth Hansen and David Schreiber. Also present: Planning Consultant Ben Wikstrom, Interim City Administrator Joel Scharf, and Administrative Assistant Sandy Petrowski.

3. ADOPT AGENDA

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

4. OPEN FORUM

Chair Marotz opened the Open Forum at 6:30 p.m. No one came forward for comment. Chair Marotz closed the Open Forum at 6:30 p.m.

5. BUSINESS

5A. SHADE TREE APPLIANCE AND RECYCLING

Planning Consultant Wikstrom discussed the March 25, 2015 staff report pertaining to the Ordinance Amendment to allow recycling in a B-3 zoning district and provided a brief background of the Shade Tree Appliance and Recycling business (located at 575 Humboldt Drive) that has been in Big Lake since mid-February.

Public Hearing – Ordinance Amendment

Wikstrom reported that if the Ordinance Amendment is approved, that it would affect all B-3 sites in the City. Staff is recommending that if it is approved, that language be included to specify that it is for recycling of appliances only and only with storage receptacles.

Interim City Administrator Joel Scharf stated there has been one business owner that has provided comment on their concern with the appearance and lack of fitting into the zoning district and how it would impact his property value.

Scharf also reported that staff has done research on the business and provided a presentation/pictures of what has taken place at the company's former location in Ramsey, Minnesota, during a visit to the site where they found piles of television sets, many freon containers on site, and piles of debris around the building and in outlots. Scharf stated that the Minnesota Pollution Control is considering the Ramsey property a hazardous site at this time.

Chair Marotz opened the public hearing at 6:42 p.m.

Mr. Robert Berry, representing Shade Tree Appliance and Recycling, stated that the pictures show the result of the land being taken back and not having access to the site to provide clean up. He also stated that the debris in question was from a semi-trailer that was dumped out by someone else after they moved out. Mr. Berry also stated that they have changed how they process things, with most being done inside and then put into outside dumpsters.

Mr. Christopher Berry, of Shade Tree Appliance and Recycling, discussed the Ramsey site, stating that two large dumpsters were brought onto the site and dumped in February and the semi-trailer that was on site was also emptied and that this is the debris that was shown in the pictures.

Chair Marotz stated that the concern is that area of Highway 10 is envisioned to be more of a retail area and the business is still an industrial operation and it could deter the long-range plans for what is envisioned for that area. He further stated that he is in favor of the type of business they are trying to establish but that it might not be the right location in the city. Commissioner Wilfahrt stated that he shares the same concern and would like to have them in Big Lake but another location may be more suitable for the business and the City could like to work with them in finding another location that could work for them.

Chair Marotz closed the public hearing at 7:14 p.m.

Commissioner Wilfahrt motioned to recommend denial of an amendment to allow recycling in the B-3 Zoning District, based on the following findings of fact: 1) the amendment (proposed use) would not meet the purpose and intent of the B-3 Zoning District; 2) the amendment would allow a use that is incompatible with nearby uses and uses adjacent to other B-3 properties, often and in this case without the ability to properly buffer the intended use from those incompatible uses; 3) the amendment would not meet the goals and policies of the Comprehensive Plan; and 4) the amendment would allow materials associated with environmental pollution to be stored on site. Seconded by Commissioner Joseph, unanimous ayes, motion carried.

Conditional Use Permit

Wikstrom reviewed the March 25, 2015 staff report pertaining to the Conditional Use Permit (CUP) application to allow rental of U-Haul trucks and trailers at 575 Humboldt Drive. He stated that the site can meet all the requirements with certain conditions and that staff believes that this is an acceptable use in this zoning district.

Chair Marotz opened the public hearing at 7:20 p.m.

Chair Marotz asked the applicant how many vehicles they intend to have for rent. Mr. Christopher Berry stated that it would be six (6) trucks and four (4) trailers at most.

Commissioner Green asked what will be done if there were an excess of one-way rentals that are left at their site. Mr. Berry stated that any excess would be transferred to sites in Elk River.

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

Commissioner Green motioned to recommend approval of the CUP allowing U-Haul rental with the following conditions: 1) Limit of eight (8) total vehicles or trailers; and 2) to allow up to four (4) units to be parked on north side of the sidewalk in front of the fence and four (4) units to be parked behind the fence, with the units being kept in an area west of NW corner of building. Seconded by Commissioner May, unanimous ayes, motion carried.

Site Plan Review

Wikstrom reviewed the March 25, 2015 staff report pertaining to the Site Plan Review application for Shade Tree Appliance and Recycling (575 Humboldt Drive).

Items of discussion were the proposed plans/materials for fencing, requirements/location of dumpsters, parking stalls and restriping or parking lot, and screening of receptacles.

Commissioner Wilfahrt motioned to recommend approval of the Site Plan with the following conditions: 1) installation of an 8-foot fence to screen any outdoor receptacles/dumpsters, with the fence being constructed of wood or vinyl materials approved by the City; 2) a limit of two (2) recycling receptacles plus one (1) standard trash receptacle on site at any time, with the exception of short periods for drop-off/haul away; 3) the installation of a 6-foot fence constructed of materials approved by the City, extending to the west of the front building line the length of the sidewalk in order to

screen the loading area from public right-of ways; 4) restriping of the parking lot to show as many stalls as possible in front of the building and facing the right-of-way; 5) all receptacles/dumpsters are to be kept on improved surfaces; and 6) all receptacles are to be screened on the north side and west side of buildings. Seconded by Commissioner Green, unanimous ayes, motion carried.

7. PLANNER'S REPORT

Wikstrom reported:

- At the next Council workshop, they will be discussing a possible increase to the impervious surface limit on residential lots. This item will be brought to a future Planning Commission meeting.
- At their meeting last week, the Council adopted almost the entire accessory structure ordinance amendment, except the materials portions, which will be coming back to the Planning Commission for further discussion at a future meeting.
- Kwik Trip – plans were submitted last week; staff is working with Kwik Trip to streamline the process as much as possible.

8. COMMISSIONERS' REPORTS

Commissioner Green asked about Lupulin Brewing and any ordinances with food trucks. Scharf stated that Lupulin is now looking at possibly having local vendors/restaurants supply food for their events. Wikstrom stated that Lupulin is also considering possible outdoor seating in the future.

9. OTHER – None.

10. ADJOURN

Commissioner Green motioned to adjourn at 8:07 p.m. Seconded by Commissioner May, unanimous ayes, motion carried.