

**BIG LAKE PLANNING COMMISSION
REGULAR MEETING MINUTES**

APRIL 2, 2014

1. CALL TO ORDER

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

2. ROLL CALL

Commissioners present: Ketti Green, Doug Hayes, Seth Hansen, Scott Marotz, Patricia May, David Schreiber, and Clay Wilfahrt. Commissioners absent: none. Also present: Planning Consultant Ben Wikstrom, Interim City Administrator/Finance Director Jessica Green, and Administrative Assistant Sandy Petrowski.

3. ADOPT AGENDA

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

4. OPEN FORUM

Chair Marotz opened the Open Forum at 6:31 p.m. No one came forward for comment. Chair Marotz closed the Open Forum at 6:31 p.m.

5. APPROVE PLANNING COMMISSION MEETING MINUTES OF MARCH 5, 2014

Commissioner May motioned to approve the March 5, 2014 Meeting Minutes. Seconded by Commissioner Green, unanimous ayes, Minutes approved.

6. BUSINESS

**6A. PUBLIC HEARING: VARIANCE--LOT LINE ADJUSTMENTS
(991 LAKESHORE DRIVE)**

Planning Consultant Ben Wikstrom reviewed the Staff Report regarding Richard Olson's application for lot size and lot width variances for the property at 991 Lakeshore Drive to combine three (3) smaller, existing lots of record (40 ft. wide each) into two (2) larger lots (60 ft. wide each).

Wikstrom discussed the history on this property regarding a similar lot size request that was brought before the PC in 2005 along with some variances for impervious surface in which the applicant was able to eliminate the need for the impervious surface variances but there was still an issue with the lot size and that request was denied. Wikstrom

reported that since 2005, the State has revised a statute which allows somewhat smaller lot sizes on lakeshore lots. If the City had adopted the full State's Statute, the applicant would not be required to apply for a variance if he met minimum lot sizes; however, since the present plan does not meet the City's code, the applicant is seeking a variance.

Wikstrom briefly reviewed information on the discrepancy between the County's calculation of square footage (approx. 22,000 sq. ft. total) of the subject site and the square footage (approx. 19,000 sq. ft.) indicated on a survey provided by the applicant, which was done approximately 8-9 years ago. He suggested that it would be important to have an updated survey to determine exactly how much property is involved.

Wikstrom stated that notice of this public hearing was published in the local newspaper based on statute requirements, however, due to an error of the public hearing notice not being mailed to property owners within 350 feet of the subject site, staff is recommending that the Planning Commission open the public hearing in order to take comments from any person(s) in attendance and then leave the public hearing open and table item to May 7, 2014 Planning Commission meeting so that proper notification of the continued public hearing can be mailed to the surrounding property owners to meet the notification requirement. He further stated that staff had received one comment via telephone from a resident who stated their opposition to the approval of the variances.

Wikstrom reported that the applicant was not required to submit the house plans with this application, as this is a lot size variance and an administrative subdivision, but they were provided to show that a house and shared driveway could be constructed that will meet the R-5 district's impervious surface requirement (a maximum of 25%). The plans would be brought to the City for review at a future date. He also stated that staff is waiting for further comments from the DNR on this issue.

Chair Marotz opened the public hearing at 6:59 p.m.

Raeanne Danielowski, 981 Nicollet Avenue, suggested that the discussion on this issue could be tabled until the next meeting when more residents can be present to provide their input. Chair Marotz stated that he would allow questions/comments to be made by those in attendance as well as any questions/comments from the Commissioners.

Mr. Richard Olson, the applicant of the lot size and lot width variances, provided a background on the subject property. He stated that prior to purchasing the lots, the City told him that he could build on each lot. He stated that he is trying to make something work for the property and that the current situation is not ideal but that he is attempting to find a solution that would fit in with the neighborhood and the city.

Mr. Ery Danielowski, 981 Nicollet Avenue, stated that he served on the Planning Commission when the issues with 40 foot lots began; at that time, the city did not allow any building on a 40 foot lot and the Commission didn't believe that was fair because if you had only one lot, you should be allowed to build what you can on it. It was well established then that, if you had two lots, you had to combine them and he could not imagine that someone at the City said that these were three separate lots that could have a structure built on each. He also stated that the County does not make you join your lots together and the City has already set their ordinances that you have to have a certain size. Mr. Danielowski further mentioned that as far as the discrepancy in square footage of the subject site, when the county had their survey and the new road was built, a lot of land was taken away for the sidewalk and widening of the street which could be the discrepancy between the County's records and the applicant's survey.

Commissioner Hayes motioned to table this issue and continue the Public Hearing to the May 7, 2014 Planning Commission meeting. Seconded by Commissioner Green, unanimous ayes, motion carried.

7. PLANNER'S REPORT

Wikstrom discussed items included on the Project/Prospects Status Report and answered questions of the Commission. No action required or taken on this item.

CLEAN-UP DAY

Wikstrom briefly discussed the March 28th memorandum handed out at the meeting requesting volunteers for the upcoming Clean-Up Day Event scheduled for Saturday, May 3, 2014, from 9:00 a.m. to 3:00 p.m. Jessica Green reported that the City and Big Lake Township work together on this event and the City staff is requesting that volunteers contact her as soon as possible in order for staff to notify Big Lake Township of the City volunteers by April 15th.

8. COMMISSIONERS' REPORTS – None

9. OTHER – None

10. ADJOURN

Commissioner Green motioned to adjourn at 7:31 p.m. Seconded by Commissioner May, unanimous ayes, motion carried.