

**BIG LAKE PLANNING COMMISSION
REGULAR MEETING MINUTES**

JUNE 18, 2014

1. CALL TO ORDER

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

2. ROLL CALL

Commissioners present: Ketti Green, Seth Hansen, Scott Marotz, Patricia May, David Schreiber, and Clay Wilfahrt. Commissioners absent: Doug Hayes. Also present: Planning Consultant Ben Wikstrom and Administrative Assistant Sandy Petrowski.

3. ADOPT AGENDA

Commissioner May moved to adopt the agenda. Seconded by Commissioner Hansen, 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 MAY 7, 2014

Commissioner Hansen motioned to approve the May 7, 2014 Meeting Minutes. Seconded by Commissioner May, unanimous ayes, Minutes approved.

6. APPROVE PLANNING COMMISSION MEETING MINUTES OF JUNE 4, 2014

Commissioner Hansen motioned to approve the June 4, 2014 Meeting Minutes. Seconded by Commissioner May, unanimous ayes, Minutes approved.

7. BUSINESS

7A. PUBLIC HEARING: SIDE YARD SETBACK VARIANCE (401 LAKESHORE DRIVE)

Planning Consultant Ben Wikstrom reviewed the June 12th Staff Report on the application for a side yard setback variance to allow for the construction of a new detached garage, noting that the proposed location of the garage will not meet the ordinance's minimum side yard setback requirements for accessory structures in the R-5, Residential Redevelopment Zoning District.

Wikstrom briefly discussed the proposed 32' x 30' detached structure, which will replace an existing 12' x 14' structure, noting that the two (2) existing sheds on the property will be removed if the garage location is approved. He also provided an overview of the criteria that must be met in order to consider a variance.

Wikstrom stated that staff recommends approval of the variance with the following conditions: 1) current impervious surface percentage on the site must remain the same or be reduced; 2) applicant must reapply for a building permit with plans showing the average height of the structure will be no more than seventeen feet (17'); and 3) both sheds existing on site must be removed upon completion of the structure or within six (6) months from the beginning of construction, whichever is sooner.

Joe Fowler and Missy Fowler, 401 Lakeshore Drive, were present to request approval of the variance request and answer questions of the Commission. Mr. Fowler explained that part of the reason for constructing a larger garage is due to the size of their vehicle(s) and to also provide storage for equipment and tools on site. He further stated that the proposed location of the structure is to alleviate difficulty they have had with snow removal on the property, noting that it would allow for the installation of a gate between the garage and house so that snow could be pushed into their back yard rather than have a company remove the snow and deposit it on the lake.

Chair Marotz opened the public hearing at 6:45 p.m.

Commissioner Schreiber asked the applicant what type of surface was under the garden shed. Mr. Fowler stated that it may be paver blocks but he does not believe it is a cement slab; however, if there is a cement slab, it will be removed.

No one came forward for comment during the public hearing. Chair Marotz closed the public hearing at 6:45 p.m.

Commissioner Hansen motioned to approve the side yard setback variance contingent upon the following conditions: 1) the current impervious surface percentage on the site must remain the same or be reduced; 2) the applicant must reapply for a building permit with plans showing the average height of the structure will be no more than seventeen feet (17'); and 3) both sheds existing on site must be removed upon completion of the structure or within six (6) months from the beginning of construction, whichever is sooner. Seconded by Commissioner Schreiber, unanimous ayes, motion carried.

Wikstrom reported that this item will be considered by the City Council at their July 9, 2014 regular meeting.

8. PLANNER'S REPORT

Wikstrom reported briefly on:

Northern Star Apartments Project: not much activity at this time.

County Road 43/Highway 10: prospect considering a submittal for construction of a freestanding retail building.

Property at 401 Jefferson Boulevard: prospect inquiring about site for a potential auto repair shop.

9. COMMISSIONERS' REPORTS

Commissioner May asked about the status of Lupulin Brewery. Wikstrom reported that the company is looking at possibly opening for business in early 2015.

10. OTHER: None.

11. ADJOURN

Commissioner May motioned to adjourn at 7:05 p.m. Seconded by Commissioner Hansen, unanimous ayes, motion carried.