

**BIG LAKE PLANNING COMMISSION
REGULAR MEETING MINUTES**

JULY 17, 2013

1. CALL TO ORDER

Vice-Chair Green called the meeting to order at 6:30 p.m.

2. ROLL CALL

Commissioners present: Ketti Green, Doug Hayes, Seth Hansen, Scott Marotz (arrived at 6:40 p.m.), Patricia May, and Clay Wilfahrt. Commissioners absent: David Schreiber. 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

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

5. APPROVE PLANNING COMMISSION MEETING MINUTES OF JUNE 5, 2013

Commissioner Hayes motioned to approve the June 5, 2013 Meeting Minutes. Seconded by Commissioner Wilfahrt, unanimous ayes, Minutes approved.

6. BUSINESS

6A. DISCUSSION: RAIL ZONING ORDINANCE

Planning Consultant Ben Wikstrom reviewed the July 17th Staff Report distributed at meeting. He briefly discussed the Class I Railroad Statistics provided in the packet and noted that staff will be working towards identifying conditional uses in a rail park, with more specified requirements in some areas/categories as needed.

The Commission discussed the importance of having conditions in place for certain parcels and uses. Suggestions for outdoor storage and buffer requirements were discussed and the possible need to require noise or sightline studies based on need for potential use and size of the outdoor area.

It was noted that the recently applied for TED Grant funding was not awarded to Big Lake and the results of the TIGER Grant application should be known in August or September. Wikstrom stated that even if Big Lake isn't awarded any of the grant funding, it will be beneficial to have this ordinance reviewed and ready for approval if future funding is awarded.

As Commissioner Schreiber was not able to be in attendance, he e-mailed staff prior to the meeting and asked that the following statement be included for the record:

"Raising funds (both public and private) for this rail siding, is an exemplary action of monetary expenditure for proven capital gains."

It was the consensus of the Commission to proceed with the draft ordinance and bring back to the Commission for further discussion/review at the next meeting.

7. PLANNER'S REPORT

7A. PROJECT UPDATE REPORT

Planning Consultant Wikstrom reviewed the ten (10) items in the July 2013 Project Update Report. No action required or taken by the Commission.

8. COMMISSIONERS' REPORTS

Chair Marotz provided a brief update on the River Oaks Park, noting that the park is now open to the public, and that the Park Committee has discussed funding options for improvements to the park as well as future plans for the park.

9. OTHER – No other.

10. ADJOURN

Commissioner Hansen motioned to adjourn at 6:50 p.m. Seconded by Commissioner Hayes, unanimous ayes, motion carried.