

**BIG LAKE PLANNING COMMISSION  
REGULAR MEETING MINUTES**

**AUGUST 20, 2014**

**1. CALL TO ORDER**

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

**2. ROLL CALL**

Commissioners present: Ketti Green, Scott Marotz, Patricia May, and David Schreiber. Commissioners absent: Doug Hayes, Seth Hansen, and Clay Wilfahrt. Also present: Planning Consultant Ben Wikstrom, Interim City Administrator Jessica Green, 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 6:31 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 AUGUST 6, 2014**

Commissioner Green motioned to approve the August 6, 2014 Meeting Minutes. Seconded by Commissioner Schreiber, unanimous ayes, Minutes approved.

**6. BUSINESS**

**6A. PUBLIC HEARING: CONDITIONAL USE PERMIT – LUPULIN BREWING, LLC**

Planning Consultant Ben Wikstrom reviewed the August 13, 2014 Staff Report regarding the Conditional Use Permit (CUP) application submitted by Lupulin Brewing, LLC, for a proposed microbrewery and taproom to be located at NW corner of the building at 570 Humboldt Drive, which is located in the B-3 zoning district.

Wikstrom discussed requirements for build-out plans, proposed hours of operation, and proof of parking and potential parking expansion if necessary, noting that, as part of the CUP, the Planning Commission can require that periodic monitoring of the parking be a condition of approval.

Mr. Jeff Zierdt, co-founder of Lupulin Brewing, stated that the business would be a family-friendly environment and children would be allowed to be in the establishment. He also noted that during the liquor licensing process, they would be requesting a Sunday Liquor License to allow the taproom to be open on Sundays. Mr. Zierdt discussed the tentative hours of operations which, at this time, are: Thursdays (3:00 or 4:00 pm to 9:00 or 10:00 pm); Fridays (3:00 pm to 9:00 or 10:00 pm); Saturdays (12:00 or 2:00 pm to 10:00 or 11:00 pm); and Sundays (if Sunday Liquor License approval is received) hours will be dependent on football games in order to take advantage of the trains traveling to the football games. He further stated that the business would be closed Mondays through Wednesdays for cleaning and brewing.

Chair Marotz opened the public hearing at 6:43 p.m. No one came forward for comment. Chair Marotz closed the public hearing at 6:43 p.m.

Commissioner Schreiber motioned to recommend approval of a Conditional Use Permit for Lupulin Brewing, LLC, at 570 Humboldt Drive, Suite #107, as stipulated with inclusion of the language of proof of parking as discussed. Seconded by Commissioner May, unanimous ayes, motion carried.

#### **6B. PUBLIC HEARING: CONDITIONAL USE PERMITS – ABRAHAM AHMED**

Planning Consultant Ben Wikstrom reviewed the August 13, 2014 Staff Report regarding the application for Conditional Use Permits (CUP's) submitted by Abraham Ahmed to operate an auto repair business at 401 Jefferson Boulevard, which is located in the B-2 district; the CUP's would be required in the B-2 district to allow minor repair, limited sales, and expansion of impervious surface. Wikstrom reported that the adjacent business (Aubol Appliance) has had a CUP to sell automobiles at their site for many years so a request for a CUP for limited sales is not unheard of in this area. Also requested as part of this project is allowance for a paint booth on site.

Wikstrom stated that, if the CUP is allowed, the Downtown Design Standards would apply to this application as part of the commercial downtown core, which requires site plan review and beautification of the site per those Design Standards.

Wikstrom reported that one comment had been received from a resident/business owner who was not in favor of this application.

Mr. Abraham Ahmed, of St. Louis Park, Minnesota, stated that he is requesting approval of the Conditional Use Permit to perform minor repairs on cars and sell them. He discussed his plans for use and upgrades to the site and answered questions of the Commission.

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

Carl Aubol, owner of the business located at 421 Jefferson Boulevard, stated that he was concerned with the number of vehicles that will be allowed on the site, how snow will be handled in the winter, the issue of there being only one (1) access to the site from Highway 10, which is a shared access with his business, and the amount of vehicle traffic in the east/west alley that runs along the back of the property.

Chair Marotz closed the public hearing at 7:22 p.m.

Commissioner Green motioned to approve the Conditional Use Permit (CUP) contingent upon: 1) applicant to provide a survey and site plan showing proposed alterations to the site (to be reviewed by the Planning and Zoning, Public Works, and Engineering departments; 2) applicant to submit an application for Design Review prior to applying for any permits for alteration or construction; 3) applicant will not be permitted to operate a business without receiving approval through the Design Review process including installation/implementation of required improvements resulting from that review; 4) number of automobiles allowed to remain outside for sale shall be limited to five (5) at one time, with any vehicles above that number must be stored inside; 5) the lot shall be kept clean at all times; 6) the CUP can be revoked at any time by the City of Big Lake if any of the conditions listed herein are violated; and 7) the CUP shall be reviewed on an annual basis by the City of Big Lake to ensure that the provisions listed are being complied with and to suggest any improvements to the site. Seconded by Commissioner May, unanimous ayes, motion carried.

## **6C. DISCUSSION: LIGHT INDUSTRIAL IN TOD**

Wikstrom reviewed the August 11, 2014 memo from Economic Development Manager Heidi Steinmetz regarding a recommendation from the Big Lake Economic Development Authority for the Planning Commission to consider adding language to the TOD Ordinance to allow light industrial uses in the "Midway Zone". This request is based on a recent discussion between staff and Riverwood Bank regarding a parcel owned by the bank (65-525-0105) that lies within that zone which the bank believes limits potential buyers such as manufacturing companies.

The Commission discussed the planning of the TOD area in the past, with what was anticipated for future uses and potential changes to zoning of transition zones.

This item was for discussion only; no action taken or required by the Commission. Staff will forward comments to Economic Development Manager.

**7. PLANNER'S REPORT**

Wikstrom provided a brief update on a variance request for a deck encroachment which the Commission will consider at an upcoming meeting. This item for information only; no action required or taken by the Commission.

**8. COMMISSIONERS' REPORTS – None.**

Commissioner May stated that Big Lake needs different types of restaurants and asked about staff's contact with potential food establishments. Interim Administrator Green stated that staff does have a lot of contact with businesses and any inquiries are forwarded to Economic Development Manager Heidi Steinmetz. Wikstrom noted that the choice to come to Big Lake is ultimately up to the proprietor as they know where they want to be located but staff is always open to meet and/or talk with them.

Chair Marotz asked if there has been any interest from home builders in Big Lake. Wikstrom stated that there have been inquiries which he has fielded, with most being about bank-owned lots; however, staff has not received any inquiries for large scale developments. Interim Administrator Green stated that there is a developer that is scheduled to close on 20-plus lots in the Hudson Woods development.

**9. OTHER – None.**

**10. ADJOURN**

Commissioner Green motioned to adjourn at 8:02 p.m. Seconded by Commissioner May, unanimous ayes, motion carried.