

**BIG LAKE PLANNING COMMISSION
REGULAR MEETING MINUTES**

SEPTEMBER 4, 2013

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 (arrived at 6:35 p.m.), Patricia May, David Schreiber (arrived at 6:32) and Clay Wilfahrt. Also present: Planning Consultant Ben Wikstrom and Administrative Assistant Sandy Petrowski.

3. ADOPT AGENDA

Commissioner Hayes 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 AUGUST 7, 2013

Commissioner May motioned to approve the August 7, 2013 Meeting Minutes. Seconded by Commissioner Hayes, unanimous ayes, Minutes approved.

Commissioner Schreiber arrived at 6:32 p.m.

6. BUSINESS

6A. PUBLIC HEARING: ORDINANCE AMENDMENT – DECK SETBACKS FOR PROPERTIES ALONG DESIGNATED ARTERIAL AND COLLECTOR STREETS

Planning Consultant Ben Wikstrom reported that this item is a continuation of the discussion regarding a proposed amendment to the zoning ordinance to allow decks backing to arterial and collector streets (as designated in the Comprehensive Plan and noted in the ordinance) to have a reduced setback.

Chair Marotz arrived at 6:35 p.m.

Wikstrom reported that staff recommends approval of a reduced setback from arterial and collector street rights-of-way for decks only.

The Commission discussed options for what would be the appropriate distance from the right-of-way or proper encroachment as well as any concerns with a reduced setback.

Vice Chair Green opened the public hearing at 6:57 p.m. No one came forward for comment. Vice Chair Green closed the public hearing at 6:57 p.m.

Commissioner Marotz motioned to approve a rear-yard deck encroachment up to ten feet (10') only along the following collector streets which are listed in Item #2 of the Staff Report: a) County Road 43; b) County Road 74; c) County Road 81; d) Glenwood Avenue (east of County Road 43); e) Highline Drive; and f) Eagle Lake Road South. Seconded by Commissioner Hayes, unanimous ayes, motion carried.

7. PLANNER'S REPORT

Consultant Planner Wikstrom reported on the following: 1) there have been 17 single family home permits issued to-date; 2) the construction of the new Dill Dental facility is continuing; 3) staff is waiting to hear on the Tiger Grant submitted for the Rail Park; and 4) work on the rail ordinance will begin in the fall in order to have it prepared for when/if the rail project takes place.

8. COMMISSIONERS' REPORTS

Commissioner Green stated her concern with the state of a facility on the south side of Highway 10 (near the Public Works Facility) which has many cars which looks like a junk yard. Commissioner Hansen noted that a complaint would need to be filed with the City.

Commissioner Marotz reported that Commissioner Schreiber will be serving on the Parks Board. He also stated that the City's Engineering Consultant, Bolton and Menk, is putting together a design for River Oaks Park and will be assisting with the grant application process for funding assistance.

9. OTHER – None.

10. ADJOURN

Commissioner Hansen motioned to adjourn at 7:07 p.m. Seconded by Commissioner May, unanimous ayes, motion carried.