

**BIG LAKE PLANNING COMMISSION
REGULAR MEETING MINUTES**

SEPTEMBER 7, 2011

1. CALL TO ORDER

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

2. ROLL CALL

Commissioners present: Kirby Becker, Ketti Green, Doug Hayes, Patricia May, and David Schreiber. Commissioners absent: Duane Langsdorf and Scott Marotz. Also present: Senior Planner Katie Larsen.

3. ADOPT AGENDA

Commissioner Becker moved to adopt the agenda. Seconded by Commissioner Hayes, 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 3, 2011

Commissioner May motioned to approve the August 3, 2011 Meeting Minutes. Seconded by Commissioner Hayes, unanimous ayes, Minutes approved.

6. BUSINESS

6A. PUBLIC HEARING: ORDINANCE AMENDMENT REGARDING FLOODPLAIN DISTRICT

Senior Planner Katie Larsen reviewed the August 19th memorandum on the proposed revised Floodplain Ordinance and stated that, in order for the City to remain a participant in the National Flood Insurance Program (NFIP), the City's current Floodplain Ordinance must be updated by November 16, 2011 to reflect the changes in the revised Flood Insurance Study (FIS) and Flood Insurance Rate Map (FIRM). It was noted that the City has received conditional State approval and is ready to adopt the proposed ordinance.

Vice-Chair Green opened the public hearing at 6:35 p.m. No one came forward for comment. Vice-Chair Green closed the public hearing at 6:35 p.m.

After a brief discussion, Commissioner Hayes motioned to recommend approval of the proposed ordinance amendments regarding Floodplain Districts as presented. Seconded by Commissioner Schreiber, unanimous ayes, motion carried.

6B. "GAP MAP" UPDATE

Planner Larsen reviewed the August 31st memorandum regarding a "Gap Map" which was created after the completion of a Walking Audit done in September 2009; this Map highlighted areas lacking sidewalks/trails in the TH10 corridor from Lakeside Park to Big Lake Station.

Also reviewed was an updated "Gap Map" which show: 1) areas where the City has improved pedestrian travel; 2) areas that are proposed for improvements in the near future; and 3) the three newly installed Wayfinding signs which will assist in safely navigating pedestrians from the Big Lake Station to Lakeside Park. It was noted that the remaining section along Rose Drive will be completed in conjunction with the reconstruction of Rose Drive.

This item for information only; no action required or taken by the Commission.

7. PLANNER'S REPORT

7A. PROJECT UPDATE REPORT

Senior Planner Larsen briefly reviewed the fifteen (15) items listed in the August, 2011 Project/Prospect Status Report; no action required or taken by the Commission.

8. COMMISSIONERS' REPORTS – No reports.

9. OTHER – None.

10. ADJOURN

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