

**BIG LAKE PLANNING COMMISSION
REGULAR MEETING MINUTES**

SEPTEMBER 19, 2012

1. CALL TO ORDER

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

2. ROLL CALL

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

3. ADOPT AGENDA

Commissioner Green moved to adopt the agenda. Seconded by Commissioner Becker, 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 JULY 18, 2012

Commissioner May motioned to approve the July 18, 2012 Meeting Minutes. Seconded by Commissioner Langsdorf, unanimous ayes, Minutes approved.

6. BUSINESS

6A. PUBLIC HEARING: VARIANCE FOR A HOUSE ADDITION – 335 CRESCENT STREET

Senior Planner Katie Larsen reviewed the September 5, 2012 Planning Report pertaining to the development application submitted by Don Deuel Construction for a variance to construct a second floor addition to the existing house at 335 Crescent Street, noting that a variance would be required to allow for the proposed expansion as it was determined that the existing structure is non-conforming due to setback encroachments.

Senior Planner Larsen asked the Commission to make recommendation to the City Council to approve, deny, or table the variance application for 335 Crescent Street.

Chair Marotz opened the public hearing at 6:41 p.m.

Robert Schreier, 331 Crescent Street, spoke in favor of the project.

Chair Marotz closed the public hearing at 6:44p.m.

Commissioner Becker motioned to recommend that the City Council approve the variance application for 335 Crescent Street as presented. Seconded by Commissioner Green, unanimous ayes, motion carried.

7. PLANNER'S REPORT

7A. PROJECT UPDATE REPORT

Senior Planner Larsen briefly reviewed the thirteen (13) items listed in the September 2012 Project/Prospect Status Report; no action required or taken by the Commission.

7B. "PLANNING IN AMERICA: PERCEPTIONS AND PRIORITIES"

Senior Planner Larsen reviewed with the Commission a report from the American Planning Association (APA) on "Planning in America: Perceptions and Priorities".

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

8. COMMISSIONERS' REPORTS – None.

9. OTHER

- The Commissioners discussed the attendance of Commissioner Hayes at Planning Commission meetings over the past year, questioning if the number of absences would constitute a "willful resignation" and how the Commission would want to proceed with this issue. It is the consensus of the Commission to place this as a discussion item on the November 7, 2012 meeting agenda.
- Chair Marotz provided an update on the master plan for the River Oaks Park and indicated that the park is scheduled to open in the spring of 2013, with a grand opening in May, 2013.

10. ADJOURN

Commissioner Green motioned to adjourn at 7:19 p.m. Seconded by Commissioner May, unanimous ayes, motion carried.