

**BIG LAKE PLANNING COMMISSION  
SPECIAL MEETING MINUTES  
NOVEMBER 16, 2011**

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

**3. ADOPT AGENDA**

Commissioner Becker moved to adopt the agenda. Seconded by Commissioner Green, unanimous ayes, agenda adopted.

**4. OPEN FORUM**

Chair Marotz opened the Open Forum at 6:33 p.m. No one came forward for comment. Chair Marotz closed the Open Forum at 6:33 p.m.

**5. BUSINESS**

**5A. PUBLIC HEARING: DEVELOPMENT APPLICATION FOR NORTHERN STAR APARTMENTS**

Senior Planner Katie Larsen reviewed the October 27, 2011 Planning Report pertaining to the development application submitted by Homestead Multi-Family Development (Mike Schneider) for a proposed 76-unit apartment complex to be known as Northern Star Apartments which is to be located on the southeast corner of Forest Road and Station Street in the Transit Oriented Development (TOD) area near the Big Lake Station.

The proposed development would: 1) consist of two 3-story apartment buildings with underground parking; 2) be connected by a single story community center; and 3) would be constructed in two phases (Phase 1 = 36 units and Phase II = 40 units and the community center).

Senior Planner Larsen stated that the Commission is asked to make recommendation to the City Council to approve, deny, or table the Development Application for Northern Star Apartments.

The Planning Commissioners discussed the following issues: the project timeline; plans for a tot lot (open in late summer with equipment component installation in spring of 2013); potential storage of trash containers and maintenance equipment; type of proposed street lighting (standard vs decorative); plans for maintenance and landscaping of pond; option for a future bus stop at the project site; safety concerns for children.

Chair Marotz opened the public hearing at 7:21 p.m. No one came forward for comment. Chair Marotz closed the public hearing at 7:21 p.m.

Commissioner Green motioned to recommend that the City Council approve the Development Application for Northern Star Apartments, contingent upon staff approval of the lighting plan and requirement that the tot lot be installed by June 30, 2013. Seconded by Commissioner May, unanimous ayes, motion carried.

**6. OTHER**

**7. ADJOURN**

Commissioner Green motioned to adjourn at 7:30 p.m. Seconded by Commissioner Becker, unanimous ayes, motion carried.