

**BIG LAKE PLANNING COMMISSION
MEETING MINUTES**

MARCH 2, 2026

1. CALL TO ORDER

Chair Odens called the meeting to order at 6:00 p.m.

2. PLEDGE OF ALLEGIENCE

The Pledge of Allegiance was recited.

3. ROLL CALL

Commissioners present: Chair Lisa Odens, Alan Heidemann, Paul Seefeld, Bryce Tradewell, Tony Velishek, Mason Busch, and Jake Geroux. Also present: Community Development Director Marie Popp, and Planning Technician Tara Kohl.

4. ADOPT AGENDA

Commissioner Heidemann motioned to adopt the agenda. Seconded by Commissioner Tradewell. Unanimous ayes, motion carried.

5. OPEN FORUM

Chair Odens opened the open forum at 6:01 p.m. No one came forward. Chair Odens closed the open forum at 6:01 p.m.

6. APPROVE PLANNING COMMISSION MEETING MINUTES OF JANUARY 5, 2026

Commissioner Velishek motioned to approve the January 5, 2026 Planning Commission meeting minutes as presented. Seconded by Commissioner Busch, unanimous ayes, motion carried.

7. BUSINESS

7A. PUBLIC HEARING – COMPREHENSIVE PLAN LAND USE MAP AMENDMENT TO GUIDE THE RAIL-SERVED INDUSTRIAL PARK STUDY AREA AS INDUSTRY/OFFICE

Tara Kohl reviewed the staff memo for the proposed Comprehensive Plan Land Use Map

Amendment to guide the area designated as Rail-Served Industrial Park Study Area as Industry/Office. Kohl shared that the area was already on the land use map, but it needed to be cleaned up to define the boundaries of the area and color coordinate it with the rest of the map.

Commissioner Heidemann stated that he is concerned about the parcels on the eastern side of the study area and questioned if there would be issues with the water feature and residential areas nearby.

Chair Odens asked what the buffer would be between industrial and residential.

Popp replied that the shoreland management overlay district would address setbacks and other buffering requirements.

Heidemann asked if the parcels make sense as industrial.

Popp responded that the parcels are already included in the rail-served industrial park study area and that the study is available to the public. Popp shared that they have been marketed as industrial and there is an annexation request for the parcels along the eastern border of the study area.

Heidemann stated that he just wanted to bring it to the attention of the commission.

Commissioner Seefeld stated that most of the concerns mentioned would be addressed with the code during development.

Odens stated that it was noted in the study that the parcels near residential areas would likely be light industrial.

Heidemann stated that his primary concern was not the buffering of the use, but the use of prime land for industrial purposes rather than step-up housing.

Chair Odens opened the public hearing at 6:09 p.m. No one came forward.

Chair Odens closed the public hearing at 6:10 p.m.

Commissioner Heidemann motioned to recommend approval of the Comprehensive Plan Amendment to amend the land use map to guide the area designated as Rail-Served Industrial Park Study Area as Industry/Office. Seconded by Commissioner Tradewell, unanimous ayes, motion carried.

8. COMMUNITY DEVELOPMENT UPDATE

Marie Popp reviewed the Community Development Department update. Popp reviewed ongoing projects including the shoreland ordinance update, general code housekeeping, two upcoming annexations, and the Hudson Woods concept plan. Popp shared that there is continued interest in residential, industrial, and commercial developments. Popp shared an update on the hiring of the Community Development Coordinator position and that a Community Development Technician position opening has been posted.

Commissioner Seefeld asked how many industrial park lots were still available. Popp responded that there were three parcels still available.

9. COMMISSIONERS' REPORTS

Commissioner Seefeld shared that the City Council has been discussing a water distribution model, street projects, and getting a CMAR for the public safety facility.

10. OTHER - None.

11. ADJOURN

Commissioner Seefeld motioned to adjourn the meeting at 6:16 p.m. Seconded by Commissioner Tradewell unanimous ayes, motion carried.