

**BIG LAKE PLANNING COMMISSION
MEETING MINUTES**

JUNE 1, 2026

1. CALL TO ORDER

Vice-Chair Heidemann 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: Vice-Chair Alan Heidemann, Paul Seefeld, Bryce Tradewell, Mason Busch, and Tony Velishek. Commissioners Absent: Lisa Odens, Jake Geroux. Also present: City Administrator Hanna Klimmek, Community Development Director Marie Popp, Community Development Coordinator Tara Kohl, Community Development Technician Martha Dougherty and Planning Consultant Zeke Peters from Landform Professional Services LLC.

4. ADOPT AGENDA

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

5. OPEN FORUM

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

6. APPROVE PLANNING COMMISSION MEETING MINUTES OF MAY 4, 2026

Commissioner Tradewell motioned to approve the May 4, 2026 Planning Commission meeting minutes as presented. Seconded by Commissioner Busch, unanimous ayes, motion carried.

7. BUSINESS

7A. PUBLIC HEARING – ZONING MAP AMENDMENTS TO REFLECT UPDATES TO SUBSECTION 1004.03 (SHORELAND OVERLAY DISTRICT)

Zeke Peters reviewed the staff memo summarizing proposed zoning map amendments to reflect updates to Section 1004.03 (Shoreland Management Overlay District). Peters shared that these updates will reflect lake classifications and zoning overlay boundaries that are established by the Minnesota Department of Natural Resources (MnDNR) and will bring the Zoning Map into alignment with the updated Subsection 1004.03 which was approved at the May 20, 2026 City Council meeting. Peters shared that the attached map also includes a “PUD – Planned Unit Development” Zoning District. As part of the 2023 ordinance update, several parcels were rezoned to PUD (from a PUD overlay) per Section 1003.18, Subd. 10 of the Zoning Ordinance. This is the first time the map has had a comprehensive update since this rezoning was approved by the City Council in 2023. Though this Zoning District is a new addition to the map, it is not part of the public hearing because it has already been approved.

Vice-Chair Heidemann opened the public hearing at 6:03 p.m. No one came forward.

Vice-Chair Heidemann closed the public hearing at 6:03 p.m.

Commissioner Velishek motioned to recommend approval of the Zoning Map Amendments to reflect updates to Subsection 1004.03 (Shoreland Overlay District) of the Big Lake City Code. Seconded by Commissioner Tradewell, unanimous ayes, motion carried.

7B. CONCEPT PUD PLAN FOR TIMBER TRAILS (PID #65-00544-0040)

Zeke Peters reviewed the staff memo for a concept plan application submitted by JPB Land, LLC. The request is for a residential development on 73-acres of the 136-acre Outlot D of Hudson Woods First Addition. The applicant did not provide a concept for the remaining 63 acres southeast of the proposed development. The property is located east of TH 10 and south of 201st Avenue. The property is currently vacant wooded land. There are no existing structures on the site. A wetland delineation was submitted during a previous concept plan review for this property. The wetland delineation showed six wetlands in the development area. Peters shared that the subject application is for a residential development that will provide single-family homes on three different lot widths. The development is proposed to include 211 lots, consisting of: 95 42-foot-wide single-family home lots, 38 52-foot-wide single-family home lots, and 78 62-foot-wide single-family home lots. The proposed gross density of the development area is 2.8 units per acre. The development includes a large amount of open space and ponding due to the existing wetlands and natural features on site.

Paul Tabone of JPB Land introduced himself and provided background information on JPB Land LLC. Tabone noted there are three different sized lots in the concept plan and that they plan to explore a secondary trail connection between cul-de-sacs in alignment with staff feedback. Regarding the project’s community benefits, Tabone stated that Marketplace Drive will be completed and that the project will include lifecycle housing, preservation of natural resources, and the development of a public trail. Tabone stated that the homes proposed in the Concept PUD Plan exceed city

standards related to building materials and that one of their goals is to price some of the homes below \$400,000. Tabone shared examples of homes and pointed out various architectural features. Tabone anticipated that the project would begin in the spring of 2027.

Commissioner Seefeld asked about the price points of the houses.

Tabone said that while prices are still dependent on some factors, he anticipates homes will start in the \$350,000 range and progress in price into the \$400,000 range.

Lucinda Spanier noted that the three different lot sizes are aimed at attracting three different markets of buyers.

Commissioner Tradewell asked if there was wiggle room with the width of lots.

Vice-Chair Heidemann noted that the lot widths are addressed through the PUD process. He stated that he is a proponent of smaller lot widths. He stated that he would like to take a closer look at the cul-de-sacs as the project moved forward.

Councilmember Seefeld stated that he liked the layout and the possibility of getting the other cul-de-sac connection to the trail.

Commissioner Tradewell noted that he liked seeing the variations in lot size and that the product seemed of high quality.

Tabone shared that the two car garage homes are still being designed but are likely to be 3+ bedrooms and 2+ bathrooms.

Commissioner Velishek shared that he sees demand for similar styled homes in neighboring towns.

Councilmember Seefeld inquired about the possibility of placing a path along the bottom section.

Tabone replied that the rear yards are typically needed for stormwater management.

Councilmember Seefeld asked if there would be sidewalks on both sides of the street.

Tabone replied that there would be sidewalks on one side of the street in alignment with industry standards.

Planning Consultant Peters added that sidewalks are required on one side of the street and that a 30-foot-wide pedestrian way is required on blocks over 900 feet.

Commissioner Busch said that he agrees with the other commissioner's comments.

Vice-Chair Heidemann asked Tabone if he felt he received adequate feedback.

Tabone responded that the feedback is helpful and they appreciate the positive feedback and staff comments regarding engineering.

8. COMMUNITY DEVELOPMENT UPDATE

Marie Popp reviewed the Community Development Department update. Popp shared that Martha is new to the Community Development Department. Popp shared the permit numbers and shared that those numbers will be included in the future monthly updates.

9. COMMISSIONERS' REPORTS

Commissioner Seefeld shared that the City Council had discussed an easement vacation and the shoreland updates at the May 20th meeting.

Vice-Chair Heidemann reported that the EDA has received feedback from businesses regarding landscaping and building height requirements and noted that a discussion on these code items will take place in the near future.

10. OTHER - None.

11. ADJOURN

Commissioner Seefeld motioned to adjourn the meeting at 6:30 p.m. Seconded by Commissioner Tradewell unanimous ayes, motion carried.