

**BIG LAKE PLANNING COMMISSION
REGULAR MEETING MINUTES
WEDNESDAY, JUNE 17, 2020**

1. CALL TO ORDER

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: Alan Heidemann, Lisa Odens, Dustin Vickerman via teleconference, Ketti Green, and Scott Zettervall. Commissioners absent: Scott Marotz. Also present: City Planner Amy Barthel, Consultant Planner Kevin Shay, and Community Development Director Hanna Klimmek.

4. ADOPT AGENDA

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

5. OPEN FORUM

Chair Heidemann opened the Open Forum at 6:03 p.m.

Alfred Dubay of 20028 122nd Street NW commented that he is concerned of the housing that is being proposed to be built near his home. He originally thought this was section 8 and is now being made aware that it is low income. He would rather see more businesses being built there rather than housing. He is also concerned that bringing in low income housing will flood the schools with children when he believes they are already overwhelmed with students.

Cam Habeger of 16702 205th Ave commented that he agrees with Alfred Dubay. He grew up in Big Lake and has seen a lot of apartment complexes in the community which he feels is overpopulating the City. He feels that high density housing will negatively impact the school systems and local businesses and it will raise the City's taxes for residents.

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Ralph and Mary Kiffmeyer of 16160 201st Ave commented that he lives near a proposed building. He doesn't feel it is a good idea for low income housing to be built in Big Lake and if it is built, he prefers it be built closer to town.

Rachel Gowdy of 20233 167th Street NW commented that a proposed apartment building is being built near her house. She doesn't mind that it is low income, but she doesn't want apartments built near where she lives. She asked why certain areas have been rezoned to residential from commercial and she asked how many apartments long term will be built on Highway 10. She is concerned that area residents aren't being notified about concept plans for proposed buildings in the Big Lake Township.

David Fox of 20324 167th Street NW commented that he doesn't mind if single family homes are built near him, but he doesn't want to live near apartments as he feels that it will reduce the property values of their homes. He stated that he moved to the country with the intention of staying in the country and that apartments will bring higher tax rates to home owners to pay for increased use of services.

Nora Lewandowski of 20095 170th Street NW commented that she lives in the development that is near a gravel pit that is by the proposed development. She stated that strangers drive their motorcycles in the gravel pit and dump things in it and she fears that if families move near the pit, children will be playing in it. She stated that she sees the roads near the proposed development as dangerous. She also thinks that the proposed building will increase the population and be an issue for the schools.

Peter Pelan of 20100 170th Street NW commented that he purchased his home with the understanding that the land near it is zoned commercial. He stated that he is devastated that the land near his home has been rezoned.

Jim Miller of 20415 167th Street NW commented that he is concerned about the local economy. He fears that people who are low income do not have vehicles or spending money to use in the community to support local businesses. He is also fearful that an apartment building built near Highway 10 will bring drugs into the community.

Beth DeZwarte of 20253 167th Street NW commented that her son lives in section 8 housing in another city who is sober, but his neighbors have a lot of drugs. She feels that low income housing will invite more drugs into Big Lake.

Scott Cameron of 277 January Street commented that he is disappointed and concerned that there isn't more information made available about proposed developments. He lived in the City most of his life and moved to the country recently because he prefers a country setting.

Jesse Knox of 17230 Highway 10 NW commented that he agrees with the speakers before him. He stated that he purchased his home due to the land around it being zoned commercial. He stated that if he knew that high density housing was going to be placed

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near his home, he would have moved somewhere else.

Vivian Mitchell of 215 Oregon Avenue commented that she is concerned about high density housing being placed in the country. She feels that CommonBond should focus on building in the cities that have housing that was destroyed by rioters or where there is a high level of homelessness instead.

Dave Wisneski of 20292 169th Circle commented that he moved to Big Lake fifteen years ago and he hasn't had any problems with leaving his garage unlocked. He feels that Big Lake needs more businesses. He commented that Big Lake is maxed out on population and that he would prefer to not have to move out of the community.

Klimmek stated that there were some individuals on Zoom that wanted to comment for public forum, but due to technical difficulties, they were not able to be heard. Heidemann stated that there will be multiple Public Hearings at the City Council level for those that didn't get to speak via Zoom.

Dick Dezwarte of 20253 167th Street NW commented that he recently purchased his home with the understanding that the land near him was zoned as commercial. He feels that an apartment building would disappoint his area neighbors. He also expressed concern about traffic on Highway 10. He would like the City to approach the DOT to study if a multi-family housing project is feasible for the area. He also feels that any costs to update the intersection of Highway 10 should be the developers responsibility.

Barthel announced that when an application is submitted there will be a Public Hearing for the project at a Planning Commission meeting. Klimmek stated that public notices can be found on the City's website.

Chair Heidemann closed the Open Forum at 6:42 p.m.

6. APPROVE MEETING MINUTES

6A. APPROVE REGULAR PLANNING COMMISSION MEETING MINUTES OF MAY 20, 2020

Commissioner Zetervall motioned to approve the May 20, 2020 Regular Meeting Minutes. Seconded by Commissioner Odens, unanimous ayes, Minutes approved.

7. BUSINESS

7A. PUBLIC HEARING: REVIEW OF A ZONING TEXT AMENDMENT TO ALLOW GROUP CARE FACILITIES AS A CONDITIONAL USE IN THE T.O.D ZONE

Barthel reviewed that Kevin Green with Wilkus Architects, P.A. (Applicant) submitted an application for a zoning text amendment on behalf of Nystrom & Associates LTD. The

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Applicant is requesting a text amendment to allow Group Care Facilities to be allowed by way of Conditional Use Permit (CUP) in the Transit-Oriented Development (TOD) zoning district. The 60-day statutory review formally ends on August 2, 2020.

Staff is recommending a motion to recommend approval of the text amendment to allow Group Care Facilities as a Conditional Use in the Transit Oriented Development district.

Zettervall asked what is different than before. Barthel stated that prior they were going to PUD it into the property but they do not meet the conditions set forth in the code, so instead they are coming forward with preliminary plat site plan and amending the code to allow for their type of use.

Vickerman asked if there will be commercial use on one level. Barthel stated that it is a hybrid with a commercial component because there will be staff working on site for the residents. Barthel stated that it will be a more commercial use in general.

Chair Heidemann opened the public hearing at 6:54 p.m.

An individual on Zoom asked what is the benefit of having an apartment building in that area. Klimmek stated that it is not an apartment building, but a sober group care facility.

Chair Heidemann closed the public hearing at 6:57 p.m.

Commissioner Zettervall motioned to recommend approval of the text amendment to allow Group Care Facilities as a Conditional Use in the Transit Oriented Development district. Seconded by Commissioner Green, unanimous ayes, motion carried.

7B. PUD CONCEPT PLAN FOR “AVALON ESTATES” (PID 10-324-1200)

Shay reviewed that Avalon Homes submitted a development application for a PUD Concept Plan. The request is for a residential development on 57 acres west of Highland Avenue. The existing property is currently vacant agricultural land. There are no existing structures on the site. The parcel lies directly south of Blacks Lake and west of Big Lake. The property has recently been annexed into the City of Big Lake and is guided as future neighborhood on the land use map.

Staff is asking the Planning Commission to provide informal review and comment regarding the project's acceptability in relation to the Comprehensive Plan and development regulations and to advise the City Council as they review the concept plan.

Zettervall asked about the environmental review. Shay stated it is done through the Environmental Quality Board and that there are about thirteen categories covered. The City would then need to adopt it.

Green asked how this is different from the previous application. Klimmek stated that

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they are now in compliance with DNR. Zettervall asked about the number of units. Green stated that a goal of all developers is to maximize the number of units. Zettervall asked about the percentage of area that is dedicated to parks. Shay stated it would be 10%. Ketti asked if the land can be developed into a park or if it is potential swamp land. Shay stated that the land dedicated has to be developable land and about 13 acres' total is shown on the Comprehensive Plan. Scott asked if tier one is a road and park, if it is in line with DNR preferences. Shay confirmed that it is, because they prefer that housing is moved away from lakeshore access, so changing the housing to a road and park is supported. Green asked if the DNR is okay with the height. Shay stated that originally both were proposed as three story apartment buildings and that there aren't any issues with height. Green stated that the second proposal is more organized and feasible and that she doesn't see any issues. Heidemann stated that he is worried about the residents' concerns on traffic impacts. He stated that the developer should come prepared to answer questions about traffic concerns at the Public Hearing.

Zettervall stated that the homes are very close together and there isn't much for green space. Heidemann stated that this might be because they are trying to maximize housing. Green commented that this is housing for seniors rather than families. The Applicant stated that smaller driveways and yards help to keep association costs lower for tenants. Vickerman stated that he approves of the layout, but that traffic could be an issue.

7C. COMMUNITY DEVELOPMENT DEPARTMENT UPDATE

Klimmek reviewed the following update:

1. Current Development Activity (as of 6/9/20):

Housing:

- Single-Family New Construction Issued Permits 15
- Single-Family New Construction in Review 07

- Multi-Family New Construction
 - Duffy Development - The Crossing at Big Lake Station Phase II
 - In construction
 - Kuepers, Inc. – Station Street Apartments - 105-unit multi-family, market rate new construction project
 - In construction
 - Sandhill Villas (HOA) – 12-unit development project
 - Pre-development
 - Avalon Estates – Approximately 120-unit development for 55+
 - Pre-development
 - Aeon - Big Lake Station Apartments – 55 multi-family units; 70 units for 55+
 - Pre-development – Waiting on tax credit award from MN Housing
 - CommonBond – 120 multi-family units (2, 60-unit buildings)
 - Pre-development – Waiting on tax credit award from MN Housing

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Commercial/Industrial:

- ❖ Minnco Credit Union – New Business / New Construction
 - Opening week of June 22nd
- ❖ Car Condo Project – New Business / New Construction
 - Project is on hold
- ❖ Wastewater Treatment Project - Expansion
 - In construction
- ❖ Nystrom Associates Rehabilitation Facility
 - Pre-development
- ❖ Great River Federal Credit Union – New Business / New Construction
 - Pre-development
- ❖ Blackbird Group LLC – New Business / New Construction
 - Pre-development

2. BLEDA:

- Kick-off for the Branding and Identity Design Project has been postponed until the community is ready to engage in the project.
- BLEDA Strategic Plan Committee will be working on creating strategies/framework for development, re-development, and repurposing.
- Aeon received a recommendation of approval from the BLEDA for a Resolution of Support to submit two (2) tax credit applications to MN Housing to newly construct a 55-unit multi-family structure and a 70-unit apartment building for senior's age 55+. Council approved the Resolution on 3/25/20.
- CommonBond received a recommendation of approval from the BLEDA for Resolution of Support to submit one (1) tax credit application to MN Housing to newly construct 60 multi-family rental units of both market rate and affordable housing. Council approved the Resolution on 5/27/2020.
- During their November 12, 2019 meeting, the BLEDA entered into a Contract for Private Development with the Blackbird Group LLC to newly construct a laundromat facility on the corner of Martin and Fern. Contract was amended on June 8, 2020 to extend timelines by one year (one year due to unprecedented times and the limitations set forth by the Government for Options, Inc. – they have not been in operation since March 18, 2020).

3. Planning & Zoning:

- The Code Revision Task Force has been created. City Planner, Amy Barthel, is working on her first set of recommendations to bring forward.
- The City Council relaxed zoning to allow for outdoor dining. Staff has been working with restaurants/bars in providing an expedited approval of their outdoor dining concepts.

4. Building:

PERMIT ACTIVITY REPORT – THROUGH May 31, 2020

Permit Type	Permits Issued in	2020 Total
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	May of 2020	
Single-Family	2	12
Multi-Family	0	2
Commercial New / Remodel / Addition	3	10
Remodel / Decks / Misc.	49	113
HVAC / Mechanical	4	29
Plumbing	11	28
Zoning	37	71
Land Alteration	1	3
Fire	0	10
TOTAL	107	278

	Permit Fee	Plan Review	TOTAL
Total Fees in May 2020	\$15,723.85	\$3,996.15	\$19,720.00

YTD 2020 Total Valuation (through 5/31/20)	YTD 2020 Permit Fee + Plan Review (through 5/31/20)
\$10,157,319.40	\$123,742.95

PREVIOUS YEAR COMPARISON – THROUGH May 31, 2019

Permit Type	Permits Issued in May of 2019	2019 Total
Single-Family	7	13
Multi-Family	0	0
Commercial New / Remodel / Addition	1	12
Remodel / Decks / Misc.	36	87
HVAC / Mechanical	9	26
Plumbing	5	17

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Zoning	33	53
Land Alteration	3	4
Fire	3	3
TOTAL	97	215

	Permit Fee	Plan Review	TOTAL
Total Fees in May 2019	\$25,939.59	\$8,638.16	\$34,577.75

YTD 2019 Total Valuation (through 5/31/19)	YTD 2019 Permit Fee + Plan Review (through 5/31/19)
\$12,044,194.40	\$132,366.19

5. Other:

- Community Development has a complete team:
 - Hanna Klimmek CD Director
 - Sandy Petrowski Administrative Assistant
 - Kati Peterson Administrative Assistant
 - Corrie Scott Recreation & Communications Coordinator
 - Amy Barthel City Planner
 - Lenny Rutledge Chief Building Official
 - Jack Johansen Intern – Code Enforcement / Planning
 - Kevin Shay Planning Consultant
 - Mick Kaehler Building Inspections Contracted Service

Green asked what is going on near Lake Dental. Klimmek stated that the owner of the sunflower fields off of County Road 11 purchased the land and she believes he will be planting flowers for picture opportunities, but that she isn't fully sure on his intentions with the land.

8. PLANNER'S REPORT

Barthel reviewed the following update:

Residential Development

- Interest from an apartment development in the property south of the Aeon property in the Station Street area.

Commercial Properties

- Nystrom Treatment Facility submitted application for Preliminary Plat, Conditional Use Permit and Site Plan. July 1, 2020 is anticipated Planning Commission

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meeting.

- Great River Federal Credit Union is expecting Final Plat in June or July. That review goes straight to City Council.

Other Updates

- Zoning Matrix complete for Zoning Task Force. To be distributed soon
- Surveys for the regional planning effort (Central Mississippi River Regional Planning Partnership) should be filled out by you and everyone you know! Please take the time to complete the survey and send them to residents, business owners, and maybe even strangers.
- Elected/appointed official survey = Planning Commission, EDA, City Council, etc
- Organization = Business
- Employee = City Staff
- Community = Residents

<ul style="list-style-type: none">• Survey links
Elected/appointed official survey
Organization survey
Employee survey
Community survey

Barthel received a rough draft of an application for an apartment building that is looking for informal comment. Green stated there is a lot of parking offered and she asked if the apartment is market rate. Klimmek confirmed that it will be market rate and that there is a need for market rate apartments at this time.

Barthel announced that she has put in her letter of resignation and her last day will be July 1, 2020.

9. COMMISSIONERS' REPORTS

Council is extending commercial vehicle parking code to 90 days.

10. OTHER – None.

11. ADJOURN

Commissioner Green motioned to adjourn at 7:50 p.m. Seconded by Commissioner Zettervall, unanimous ayes, motion carried.