

**BIG LAKE PLANNING COMMISSION
REGULAR MEETING MINUTES**

APRIL 6, 2022

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: Allen Berg, Tony Benecke, Alan Heidemann, Lisa Odens and Paul Seefeld. Commissioners absent: Scott Zettervall and Ketti Green. Also present: City Planner Lucinda Spanier and Planning Technician Will Bucheger.

4. ADOPT AGENDA

Commissioner Seefeld moved to adopt the agenda. Seconded by Commissioner Benecke, unanimous ayes, agenda adopted.

5. OPEN FORUM

Vice Chair Heidemann opened the Open Forum at 6:01p.m.

Gal Peremislov is a business owner under contract. He came forward to ask the Planning Commission to rezone 3 properties that he is interested in purchasing.

Vice Chair Heidemann closed the Open Forum at 6:05 p.m.

6. APPROVE MEETING MINUTES

6A. APPROVE REGULAR PLANNING COMMISSION MEETING MINUTES OF MARCH 2, 2022

Commissioner Benecke motioned to approve the March 2, 2022 Regular Meeting Minutes. Seconded by Commissioner Berg, unanimous ayes, Minutes approved.

7. BUSINESS

7A. PUBLIC HEARING: REQUEST FOR VARIANCE TO ALLOW PRINCIPAL STRUCTURE ENCROACHMENT WITHIN OHWL SETBACK AT 111 JEFFERSON BLVD.

Spanier asked the Planning Commission to hold a public hearing on the variance request to allow the principal structure located at 111 Jefferson Blvd. to encroach within the Ordinary High-Water Level (OHWL) setback. She asked the Commission to provide a recommendation to the City Council for approval, approval with conditions, or denial of the application.

Commissioner Benecke asked how they are going to protect erosion from snowmobiles in the wintertime.

Vice Chair Heidemann opened the public hearing at 6:26 p.m.

Alejandro Sanchez is a resident next to the subject property and is concerned with the runoff of water from his neighbor's property. He also would like for a wall to be constructed on the east side of the deck for purposes of noise mitigation.

Korey Bannerman, applicant and property owner, stated his willingness to construct a wall and that he would be in communication with Mr. Sanchez regarding his concerns.

Gloria Vandebroke, Shoreview Townhome Board member, sent an email out to HOA members and three members responded. No negative feedback was received with regard to the variance request.

Vice Chair Heidemann closed the public hearing at 6:36p.m.

Vice Chair Heidemann expressed his support for the request and the resultant reduction in impervious surface. Commissioner Benecke asked whether the deck would feature stairs to the lawn. Bannerman replied that steps are planned to be constructed on the west end of the deck.

Commissioner Odens motioned to recommend approval of the variance request subject to conditions outlined by staff. Seconded by Commissioner Benecke, unanimous ayes, motion carried.

7B. PUBLIC HEARING: REQUEST FOR VARIANCE TO ALLOW CONSTRUCTION OF AN 8-FOOT FENCE AT 18576 GREEN TREE COURT

Spanier asked the Planning Commission to hold a public hearing on the variance request to allow construction of an 8-foot fence at the property located at 18576 Green

Tree Court. She asked the Commission to provide a recommendation to the City Council for approval, approval with conditions, or denial of the request.

Vice Chair Heidemann opened the public hearing at 6:10 p.m.

Ms. Oku, property owner of 18576 Green Tree Court, stated that her son has jumped over a 6ft fence, and that she believes it is dangerous for him to do so. A taller fence is necessary to reduce the chance of him escaping. She also described that it would help keep her son off of neighboring property and the road.

Vice Chair Heidemann closed the public hearing at 6:12p.m.

Commissioner Berg motioned to approve the variance request subject to the conditions identified by staff in the planning report. Seconded by Commissioner Benecke, unanimous ayes, motion carried.

7C. PUBLIC HEARING: DRAFT AMENDMENT TO CITY CODE SECTION 1030.08 (PARKING PADS)

Spanier asked the Commission to hold a public hearing and consider input received on a proposed Zoning Ordinance amendment to City Code Section 1030.08 (Parking Pads). She asked the Commission to provide a recommendation to the City Council on the proposed amendment.

Vice Chair Heidemann opened the public hearing at 6:46p.m. No one came forward for comment. Vice Chair Heidemann closed the public hearing at 6:46p.m.

Vice Chair Heidemann directed staff to research neighboring communities. Commissioner Odens stated that she doesn't see the City enforcing the current ordinance and that she believes residents have the expectation that they can store their campers, etc, on their property/parking pad.

Commissioner Seefeld asked what the definition of a parking pad is.

Spanier explained that parking pads are for vehicle parking and are permitted in the side and rear yard of residential properties. In the side yard, the expectation is that the parking pad is constructed with gravel, asphalt or concrete. In the rear yard, grass is acceptable.

Spanier asked what the consensus for the ordinance is. She would like to expand this ordinance. Commissioner Berg stated the he feels the Planning Commission would like to expand the ordinance to allow for more than just vehicle storage on parking pads.

Spanier indicated she would bring the ordinance back for further discussion based on

the direction provided by the Commission.

7D. PUBLIC HEARING: DRAFT AMENDMENT TO CITY CODE SECTION 1027.04, SUBD. 3, 3, B (BUFFER YARD SCREENING)

Spanier asked the Commission to hold a public hearing and consider input received on the draft Zoning Ordinance amendment to City Code Section 1027.04, Subd. 3, 3, b (Buffer Yard Screening). She asked the Commission to provide a formal recommendation to the City Council on the proposed amendment.

Vice Chair Heidemann opened the public hearing at 6:57 p.m. No one came forward for comment. Vice Chair Heidemann closed the public hearing at 6:57 p.m.

No comments.

Commissioner Odes motioned to recommend approval of the amendment to the city code as written. Seconded by Commissioner Benecke, unanimous ayes, motion carried.

7E. PUD CONCEPT PLAN REVIEW FOR AEON BIG LAKE STATION SENIOR LIVING

Spanier asked the Commission to give an 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.

Commissioner Seefeld asked if it will be used for senior residents. Stephanie Carp, applicant, stated that it will be for 55+ residents. Commissioner Seefeld asked about housing homeless in the building. Carp stated there will be 74 units all together and 10 units will be used for formerly homeless seniors. The homeless will be brought through with a service provider.

Vice Chair Heidemann asked if their level 2 layout same as level 3 and 4 for the building. Carp answered yes, they are the same- there are a total of 61 one bedroom units and 13 two bedroom units. Vice-Chair Heidemann noted there will be more parking spots than residences, which he is comfortable with.

Commissioner Odens stated that she does not have a problem with the height of the building.

Commissioner Benecke stated that he likes that the City of Big Lake Fire Department has the capability to serve a building of this height.

Commissioner Seefeld asked when we could see completion. Spanier answered that

this PUD process is a three-part process and that we are in the initial phase currently. Carp stated she would like to break ground in the fall, though with high costs of building materials they are penciling that for right now.

Commissioner Benecke asked if there will funding coming from the state. He also wanted to know if the state is subsidizing the project. Carp stated that funding is coming from a housing infrastructure bond and through investors.

Commissioner Odens asked what is the rent will cost. Carp replied that it will range between \$700-\$1100 and that there will also be income restrictions and limits on residents as well.

7F. PLANNING COMMISSION STRATEGIC PLAN REVISIONS

Spanier asked the Commission to review the revised Planning Commission Strategic Plan and direct staff to make additional revisions or finalize and publish on the City Website. No changes were requested.

7G. COMMUNITY DEVELOPMENT DEPARTMENT UPDATE

Spanier discussed the status of various projects within Community Development. This update included Housing, Commercial and Industrial, BLEDA, Planning and Zoning, Building, and Recreation and Communication.

8. PLANNER'S REPORT

Spanier then stated that she received the following applications, a request to amend the General Business zoning district to allow towing operations, and a residential concept plan from JP Brooks. Spanier indicated the City received a final plat and final plan PUD for Prairie Meadows 3rd Addition.

Spanier reminded commissioners that they are now moving toward having 2 meetings a month. She introduced a new member to the community development team, Will Bucheger, Planning Technician. Spanier informed the commission of the departure of the City Administrator and that Hanna Klimmek will be serving as the Interim Administrator.

Commissioner Benecke asked the status with Norland trucking. Spanier stated that she has not heard from them, however there is a ribbon cutting scheduled for the commencement of the public improvements for Big Lake Marketplace 9th Addition.

9. COMMISSIONERS' REPORTS

Commissioner Seefeld stated that the City Council went over the EAW for Prairie

Big Lake Planning Commission Meeting Minutes

Date: April 6, 2022

Page 6 of 6

Meadows 3d Addition and that they approved the Preliminary Plat and the Development Stage PUD.

Vice Chair Heidemann described his time cutting potatoes at Lupulin for beer for the upcoming Big Lake Spud Fest.

10. OTHER

Gal Peremislov asked the status of his situation. Vice Chair Heidemann directed him to contact members of the City Council.

11. ADJOURN

Commissioner Odens motioned to adjourn at 7:46 p.m. Seconded by Commissioner Benecke, unanimous ayes, motion carried.