

**BIG LAKE PLANNING COMMISSION
REGULAR MEETING MINUTES**

FEBRUARY 1, 2023

1. CALL TO ORDER

Chair Green 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: Ketti Green, Alan Heidemann, Lisa Odens, Tony Velishek, Randy Miller and Paul Seefeld. Commissioners Absent: Dustin Wiebold. Also present: City Planner Lucinda Spanier, Planning Technician Will Bucheger, Consultant Planner Kendra Lindahl, and Community Development Director Therese Haffner.

4. ADOPT AGENDA

Commissioner Heidemann moved to adopt the agenda. Seconded by Commissioner Odens, unanimous ayes, agenda adopted.

5. OPEN FORUM

Chair Green opened the Open Forum at 6:01 p.m. No one came forward for comment. Green closed the Open Forum at 6:01 p.m.

6. APPROVE MEETING MINUTES

**6A. APPROVE REGULAR PLANNING COMMISSION MEETING MINUTES OF
JANUARY 4, 2023**

City Planner Spanier noted a typo to the January 4th Planning Commission minutes and discussed the change to the minutes.

Commissioner Odens motioned to approve the January 4th, 2023 Regular Meeting Minutes with the revisions proposed by staff. Seconded by Commissioner Heidemann, unanimous ayes, Minutes approved.

7. BUSINESS

7A. PUBLIC HEARING: CAR CONDO PHASE 3 COMPREHENSIVE PLAN AMENDMENT, CONDITIONAL USE PERMIT AMENDMENT, PLANNED UNIT DEVELOPMENT AMENDMENT AND PRELIMINARY PLAT AT 16795 198TH AVENUE

Consultant Planner Kendra Lindahl presented the Big Lake Car Condo Phase 3 Comprehensive Plan Amendment, Conditional Use Permit Amendment, Planned Unit Development Amendment and Preliminary Plat at 16795 198th Avenue and asked the Planning Commission to make a recommendation of approval or denial of the development application.

Chair Green asked for clarification on the location proposed for a sidewalk. Lindahl stated the location that was discussed by the Development Review Committee for sidewalk installation is adjacent to the westerly property line in 168th St right of way. Green commented on the location of the stormwater ponds relative to the sidewalk and asked if a fence would be needed between the two. Lindahl stated that a fence is not be required in that location.

Green opened the public hearing at 6:12 p.m. No one came forward for comment. Green closed the public hearing at 6:12 p.m.

Green asked the applicant how the site will accommodate vehicle parking during events. Richard Hinrichs, the applicant, stated there is parking inside the buildings and on commercial property north of 198th Ave., including El Loro and The Buff. Green expressed concern that parking demand may create congestion on adjacent streets. Green inquired about the status of condo sales; Hinrichs indicated three-quarters of the condos have sold.

Commissioner Odens asked the applicant whether he perceives any issues with the approval criteria and staff's review comments. Hinrichs expressed opposition to installing the sidewalk as recommended by staff, stating he has no use for it. Lindahl noted that the sidewalk is a public benefit, which is a condition of the PUD, and installation is the responsibility of the property owner. Hinrichs asserted that a sidewalk would not be utilized in that location. Commissioner Seefeld noted the existing sidewalk on the west side of 168th Street. Lindahl indicated that pedestrian connections are reviewed with every development application, given that expansion of the of the sidewalk and trail system is an objective of the comp plan. Commissioner Velishek asked whether the Planning Commission needs to decide on the sidewalk or if it can be tabled for further review. Lindahl replied that the Planning Commission is a recommending body that could make a recommendation about the sidewalk if they so choose. Commissioner Heidemann stated he does not feel the sidewalk is necessary.

Odens noted that the property is not located in a residential area, where sidewalks are expected, and felt the sidewalk would be pointless. Odens welcomed other ideas to satisfy the public benefit of the PUD. Hinrichs recommended installation of a traffic light at the intersection of TH 10 and 168th St. Hinrichs asserted that a number of accidents have occurred at the intersection and he is concerned a fatality may occur.

Commissioner Velishek motioned to recommend approval of the PUD application as recommended by staff, with the location of the sidewalk revised to extend along 198th Ave. between 168th St and the Car Condos access on PID 65-605-0010. Seconded by Commissioner Heidemann. Unanimous ayes, motion carries.

7B. PUBLIC HEARING: ZONING TEXT AMENDMENT FOR THE INNOVATION INDUSTRIAL (I-4) DISTRICT

City Planner Spanier asked the Planning Commission to hold a public hearing and consider the applicant's request to amend the I-4 district to increase the maximum area permitted for outdoor storage by one hundred percent. She also asked the Planning Commission to make a recommendation to City Council on this request.

Chair Green opened the public hearing at 6:38 p.m.; no one came forward for comment. Green closed the public hearing at 6:38 p.m.

Commissioner Heidemann asked the applicant to detail their request. Nick Christenson, the applicant, replied that his towing business requires enough space to allow for all types of vehicle storage. Christenson noted that his business may hold forfeitures for the city and stow semi-trucks. He stated that he would hate to start his business at this location only to realize that he doesn't have enough space.

Commissioner Odens asked staff what the setback requirements are for storage in the district. Spanier stated that the current setback is just simply not locating any storage material in the front yard of the property, noting that storage is also prohibited on landscaping and in stormwater facilities and easements. Odens asked what the surfacing requirement would be for the use. Spanier stated that an improved surface such as asphalt is recommended by the City Engineer.

Chair Green asked the applicant whether they've considered any other locations in the city. Christenson explained that there isn't anywhere else in the city that he can envision his business being placed. Green indicated that the district is intended for individuals with businesses at home that can expand and have a location to set up shop and startup businesses. Green asked City Planner Spanier whether there are more suitable locations available for the business. Spanier noted that properties zoned Isolated Industrial (I-3), do not have a limit on the amount of outdoor storage and that the use is negotiated through the IUP process. Spanier added that the code revision will eliminate the I-3 district

in April and replace it with the General Industrial (I-2) district. Commissioner Seefeld expressed his support for the request, stating that proposed property and district is exactly the space for this proposed use. Commissioner Heidemann agreed with Seefeld and added that this district is intended to accommodate businesses that don't fit anywhere else in the city. Odens suggested tabling the request for further research.

Green asked the applicant how many vehicles they intend to store on the property. Christenson replied that he owns five properties, each one storing approximately thirty vehicles. Green asked if the intent is to consolidate the five lots into the one lot. Christenson indicated that is not his intention, and that he intends to maintain his facility in Monticello.

Commissioner Miller asked the applicant whether the business requires a secure location. Christenson responded that the site would be secured with fencing. Spanier asked the applicant if they intend to store semi-trucks on site. Christenson stated that semis wouldn't necessarily be the primary vehicle stored, which he expects to be passenger vehicles and pickup trucks. Christenson added that the expanded storage area would allow them to store semi-trucks. Spanier asked what the height of a semi-truck is. Christenson responded that they are typically between 13 and 14 feet.

Heidemann asked the applicant whether they would have any issues if the Planning Commission tabled their application for further review. Joe Elam, CBRE, stated it would not be a hinderance if the Planning Commission tables the application until March, however the seller would like to keep progress moving forward. Elam asked the applicant how often they intend to store semi-trucks, noting the expense of installing a 14-foot fence to screen them. Christenson stated that semi-trucks don't appear on their lots often and that they want them off the lots as soon as possible.

Seefeld asked if the commissioners approved the idea for a 7:1 ratio for outdoor storage space on the proposed lot. Heidemann stated he would be fine allowing for an 8:1 ratio for the lot. Odens commented that she did not have an issue with the ratio being proposed by the applicant at 12:1.

Commissioner Odens motioned to recommend approval of the Zoning Text Amendment for the Innovation Industrial District (I-4) with conditions for a 7 to 1 ratio, seconded by commissioner Heidemann. Unanimous ayes, motion approved.

7C. COMPREHENSIVE PLAN COMPLIANCE – PURCHASE OF PROPERTY PID 65-477-0115

Community Development Director Haffner asked the Planning Commission to approve Resolution 2023-01 finding the purchase of 160 Lake St. N harmonious with the Comprehensive Plan.

Commissioner Odens asked what the vision is for the future of the property. Haffner stated the EDA would like to sell it to a developer. Commissioner Velishek asked whether TIF would be available to the developer. Haffner indicated TIF is not being considered currently, however it may be an option for a developer, adding that a TIF request would be analyzed by the EDA.

Commissioner Velishek motioned to approve Resolution 2023-01 as proposed, seconded by Commissioner Miller. Unanimous ayes, motion passed.

7D. ORDINANCE UPDATE – SIGN ORDINANCE

Consultant Planner Lindahl came asked the Planning Commission to review and provide feedback on the draft Sign Ordinance and make a recommendation for Council. Lindahl also informed the commission of an ordinance currently being drafted which would allow certain property to be developed without connecting to municipal utilities.

Chair Green asked Lindahl about the size requirement for temporary portable signs. Lindahl stated she will investigate that information for her. Commissioner Seefeld stated that it is a serious expense for certain properties to connect to city services. Seefeld suggested requiring connection when utilities become available.

Commissioner Heidemann motioned to recommend approval of the ordinance, seconded by Commissioner Odens, unanimous ayes. Motion carried.

7E. COMMUNITY DEVELOPMENT DEPARTMENT UPDATE

Community Development Director Haffner discussed the status of various projects within Community Development to date. This update included the Business Retention and Expansion Program, BLEDA, the annual Community Fair, Planning and Zoning and development, Building, Recreation and Communication.

8. PLANNERS REPORT

City Planner Spanier outlined the status of various projects within the Planning Department to date which included the approval from City Council of the zoning text amendment for indoor vehicle sales in the Innovation Industrial District and the approval of Conditional Use Permits for 711 Rose Dr and 4330 Sterling Drive. She stated that the City Council requested further examination of certain requirements pertaining to multi-family buildings. Spanier provided an update on the Prairie Rose single family residential project, noting that the developer, Capstone Homes, intends to begin construction on their neighborhood in 2024 due to market conditions.

Planning Technician Bucheger informed the commission of his resignation and acceptance of a promotion within the City of Victoria. Bucheger's final day is February

10th. The commission thanked him for his service and wished him well.

Chair Green asked for a status update on the 310 Lake St S. Spanier stated that the applicant withdrew their application upon receiving the feedback of staff and the Planning Commission.

9. COMMISSIONERS' REPORTS

Commissioner Seefeld asked the Commission their thoughts on requiring covered parking and balconies for multi-family residential buildings. Commissioner Odens voiced her support for reducing parking requirements, adding that that the City of Ramsey does not have covered parking requirements. Consultant Planner Lindahl asserted that staff would provide additional information to the Council, Planning Commission and Code Revision Task Force, adding that the market played a large influence in the recommendation made by the Task Force.

10. OTHER

11. ADJOURN

Commissioner Heidemann motioned to adjourn the meeting at 7:30pm; seconded by Commissioner Seefeld, unanimous ayes, motion carried.