

**BIG LAKE PLANNING COMMISSION
REGULAR MEETING MINUTES**

JUNE 7, 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: Tony Velishek, Randy Miller, Dustin Wiebold, Lisa Odens, Ketti Green and Paul Seefeld. Commissioners Absent: Alan Heidemann. Also present: City Planner Lucinda Spanier and Community Development Director Therese Haffner.

4. ADOPT AGENDA

Commissioner Velishek motioned to adopt the agenda. Seconded by Commissioner Odens. Unanimous ayes, motion approved.

5. OPEN FORUM

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

6. APPROVE MEETING MINUTES

6A. APPROVE REGULAR PLANNING COMMISSION MEETING MINUTES OF MAY 17, 2023

Planner Spanier noted that Commissioner Heidemann requested a change to the public hearing portion of the draft minutes, closing the hearing after- not before- the member of the public addressed the Planning Commission.

Commissioner Miller motioned to approve the May 17, 2023 regular meeting minutes as presented with the revision proposed by Commissioner Heidemann. Seconded by Commissioner Wiebold. Unanimous ayes, motion approved.

6B. APPROVE SPECIAL PLANNING COMMISSION MEETING MINUTES OF MAY 23, 2023

Commissioner Wiebold motioned to approve the May 23, 2023 special meeting minutes as presented. Seconded by Commissioner Miller. Unanimous ayes, motion approved.

7. BUSINESS

7A. PUBLIC HEARING: ZONING ORDINANCE AND SUBDIVISION ORDINANCE AMENDMENTSSSS

Community Development Director Therese Haffner asked the Planning Commission to consider amendments to the zoning and subdivision ordinances proposed by staff. The City Attorney drafted zoning ordinance language for outdoor events with on-sale liquor sales. The revisions to the subdivision ordinance pertain to the process for Planned Unit Development (PUD) applications, allowing for development stage PUD to be simultaneously processed with final stage PUD and eliminates the requirement for concept plan stage PUD. It also establishes processes for minor and major PUD amendments.

Chair Green opened the public hearing at 6:07 p.m. Tim Dolan, on behalf of Lupulin Brewing, asked the Planning Commission to consider removal of the work “compact” from the proposed ordinance for outdoor events with on-sale liquor sales, given that the term is undefined and would cause problems for event holders. Dolan also asked the commission to consider removal of Section F4, which requires hard surfacing underfoot for the outdoor events, which would prohibit events for being held on grass. Dolan thanked the city for its work to date in streamlining the application process for applicants. Green closed the public hearing at 6:11 p.m.

Commissioner Velishek asked whether the item could be tabled for further research. Community Development Director Haffner stated that tabling is an option but urged the commission to provide a recommendation on the other amendments proposed. If the item is tabled the commission should provide staff with direction.

Commissioner Weibold wondered what the issue with compact is, and does not understand the intent. Wiebold stressed the importance of accessibility. Commissioner Green asked how the proposed ordinance would affect long-held outdoor events hosted by local businesses and community organizations events which take place on the grass. Haffner indicated they would be required to comply with the ordinance. The commission discussed the implications of the proposed ordinance requiring the events to be held on hard surfaces and other options for ensuring accessibility.

Commissioner Odens suggested applicants submit an accessibility plan for staff review.

Wiebold asked how other cities handle the issue of accessibility for outdoor events serving on-sale liquor. Haffner stated that the city attorney researched other communities, including Minneapolis, prior to drafting the proposed ordinances. Commissioner Seefeld asked if the majority of the proposed language is state statute. Planner Spanier indicated that the statute referenced pertains to liquor licensing, as opposed to zoning.

Commissioner Green does not see a need to regulate surfacing for these events and expressed concern regarding the implications the ordinance would have on community events. Commissioner Odens agreed with Green and suggested removal of the entire section. Commissioner Velishek stated that it appears there is consensus among the commission to remove the word “compact” from “compact and contiguous.” He expressed doubt in the commission’s ability to solve the accessibility issue. Commissioner Seefeld asked about the existing outdoor event ordinance. Planner Spanier indicated that the zoning ordinance currently regulates temporary outdoor events and does not address alcohol sale or consumption. The ordinance does not include a surfacing requirement. Seefeld suggested elimination of the surfacing requirement in the proposed ordinance. Odens noted the proposed ordinance would require certain outdoor events- those where alcohol is served- to be accessible, but not others. Wiebold suggested tabling the surfacing ordinance for further exploration, Green and Seefeld favor removal of the section. Seefeld stated that the regulations for outdoor events should be the same regardless of whether alcohol is served, Commissioner Wiebold agreed. Commissioner Velishek stated he would like more information prior to providing a recommendation to Council, Commissioner Miller agreed. Miller also supported Seefeld’s proposal for uniform regulations for all outdoor events.

Commissioner Odens asked whether it was necessary to include language from state statute (i.e. “compact and contiguous”) in the ordinance. Haffner indicated that it could be removed. Odens expressed favor for removal of both “compact and contiguous”, simply referencing state statute, as well as removal of the surfacing requirement. Commissioner Wiebold supported the removal of “compact” and suggested further exploration with respect to surfacing. Wiebold indicated that whatever decision is made with respect to surfacing it should be uniformly applied. Seefeld and Velishek are in favor of removal of “compact”.

Commissioner Odens motioned to recommend adoption of the ordinance amendments as drafted, removal of the words “compact and” from section 8a, and removal of section F4. Seconded by Commissioner Miller. Commissioners Odens, Miller and Seefeld voted in favor of the motion, and Commissioners Velishek and Wiebold voted against. Motion approved 4-2.

8. COMMISSIONERS’ REPORTS

Commissioner Seefeld informed the Planning Commission that the City Council

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authorized staff to obtain three (3) estimates for professional services for purposes of completing the Parkway Feasibility Study recommended by the Comprehensive Plan, and to proceed with the lowest estimate. Seefeld also indicated that it is Public Works Week

9. OTHER

Commissioner Wiebold stated that there are a number of local land use issues that he would like to draw attention to including how the city spends the money it collects from issuing building permits, the city's code enforcement policy, oak wilt and the maintenance of the city's tree canopy, and Premier Marine's storage of boat parts on landscaping in plain view of travelers on Highway 10.

11. ADJOURN

Commissioner Wiebold motioned to adjourn the meeting. Seconded by Commissioner Velishek. Unanimous ayes, motion approved, meeting adjourned at 6:54 p.m.