



**PLANNING COMMISSION MEETING MINUTES**  
**September 26, 2016**  
**7:00pm**

**1) Call to Order**

Chair Sandholm opened the meeting at 7:00 p.m.

In attendance: Commissioners – Chair Lora Sandholm, Vice Chair Michael Molitor, Peter Vickery, Sylvia Allen, Gary Pettis and John Tschumperlin; Council Liaison Lisa Whalen; Staff: Associate Planner Nick Olson, and City Clerk Kris Linqvist.  
Absent: None

**a) Approval of Agenda**

Motion by Tschumperlin, seconded by Pettis to approve the agenda as presented.  
Motion passed 6-0. Absent: None

**Approval of Minutes of August 22, 2016**

Motion by Vickery, seconded by Molitor to approve the minutes from August 22, 2016 as presented.  
Motion passed 6-0. Absent: None

**2) Public Hearings:**

**a) VARIANCE: Application from Bruce & Ann Allen for a side yard setback variance to reduce the required setback from 6.8 feet to 5.3 feet to enclose an existing walkway and covered porch at 5325 Edsall Road; RDB Douglas Beach Single-Family Residential Zoning District; PID# 25-117-24-24-0044.**

Associate Planner Olson presented the staff report found in the Planning Commission packet dated September 26, 2016. Highlights included in the presentation were:

- The applicant is requesting a Variance for the property located at 5325 Edsall Road.
- The applicant purchased the home in May of 2016.
- Notices were sent out to all property owners within 500 feet of the subject property. Staff did not receive any correspondence in regards to the application.
- Staff has made the following findings of fact:
  1. The existing front porch already extends into the required side yard setback;
  2. The proposal maintains the existing side yard setback of the front Porch; and

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3. Topography makes currently accessing the home with the existing floor plan a challenge;

Based on the above findings of fact, staff recommends approval of the side yard setback variance with the following conditions:

1. The Applicants obtain all necessary permits and approvals from the City and other applicable entities with jurisdiction prior to any construction;
2. Any required grading should maintain existing drainage patterns or improve the existing drainage of the lot and adjacent lots;
3. The Applicants are responsible for all fees incurred by the City in review of this application;
4. The variance approval is valid for one year from the date of approval and will become void and expire unless a building permit has been issued for the site; and
5. Any other conditions discussed by the Planning Commission.

There was discussion on additional hardcover. Olson stated that it is not creating new hardcover since there is an existing walkway.

Chair Sandholm opened the Public Hearing for the Variance at 7:07 p.m. No one was present to speak on the item.

Chair Sandholm closed the Public Hearing at 7:07 p.m.

Vickery commented on the steep lot and could see the need for improving the access.

Tschumperlin didn't see the need to remove any existing hardcover.

Motion by Molitor, seconded by Tschumperlin to recommend to the Council to approve a front yard setback variance to reduce the required setback from 6.8 feet to 5.3 feet to enclose the required walkway and covered porch at 5325 Edsall Road based on the finding of facts and contingent upon the conditions outlined in the staff report dated September 26, 2016.

Motion passed 6-0. Absent: None

**b) VARIANCE: Application from Randall & Lori Stofferahn for a lakeshore setback variance to reduce the required setback from 75 feet to 51.8 feet to add on to an existing deck at 5820 Loring Drive; R-1 Low Density Single Family Residential Zoning District; PID# 35-117-24-12-0007.**

Associate Planner Olson presented the staff report found in the Planning Commission packet dated September 26, 2016.

Highlights included in the presentation were:

- The applicant is proposing to add on to an existing deck.
- The applicants purchased the property in July of 2016.
- In 1994, the property owner applied for a variance to expand the deck lakeward and square off the deck. This proposal was denied but a

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variance was granted to allow for the replacement of the deck in the configuration that exists today.

- Notices were sent out to all property owners within 500 feet of the subject property. Staff has met with two property owners in regards to the variance request.
- Staff has made the following finding of facts:
  1. The proposal does not encroach further into the required lake setback then already exists, which was previously approved by a variance in 1994;
  2. The existing deck and home are already within the required lake setback; which makes expanding the deck impossible without a variance; and
  3. The northern property line is heavily wooded, which lessens the impact on the property owner to the north.

Based on the above findings of fact, staff recommends approval of the front yard setback variance with the following conditions:

1. The Applicants must construct the deck with a minimum of one-fourth inch spacing;
2. The Applicants obtain all necessary permits and approvals from the City and other applicable entities with jurisdiction prior to any construction;
3. Any required grading should maintain existing drainage patterns or improve the existing drainage of the lot and adjacent lots;
4. The Applicants are responsible for all fees incurred by the City in review of this application;
5. The variance approval is valid for one year from the date of approval and will become void and expire unless a building permit has been issued for the site; and
6. Any other conditions discussed by the Planning Commission.

Randy Stofferahn (Applicant), 5820 Loring Drive – explained that the existing deck as limited use as it is right now.

Chair Sandholm opened the Public Hearing for the variance at 7:14 p.m. No one was present to speak on the item.

Chair Sandholm closed the Public Hearing at 7:14 p.m.

Motion by Molitor, seconded by Vickery to recommend to the Council to approve the requested lakeshore setback variance to reduce the required setback from 75 feet to 51.8 feet to add on to an existing deck at 5820 Loring Drive based on the finding of facts outlined in the staff report dated September 26, 2016.

Motion passed 6-0. Absent: None

### **3) Informational Items**

#### **a) Staff Reports – Associate Planner – Nick Olson**

- Waterset Closed on property – Development progressing

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- Serenity Hills update

b) **Council Reports – Lisa Whalen**

- New Hires at the City – Building Official, Public Works-Water Treatment Plant Operator
- Woodland Cove
- Candidates for Municipal Office
- Upcoming Improvement Projects
- Preliminary Budget Levy Set
- Lisle Park Parking Lot

**5) Adjournment**

Motion by Pettis, seconded by Vickery to adjourn the meeting at 7:42 p.m.

Motion passed 6-0. Absent: None

Respectfully Submitted,

*Kris Linquist*

Kris Linquist  
City Clerk

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