



**PLANNING COMMISSION MEETING MINUTES**  
**September 23, 2013 at 7:00pm**

**1) Call to Order**

Heck called the meeting to order at 6:58pm.

In attendance were: Chair Mark Heck, John Watson, Strandell, Michael Molitor, Lora Sandholm and Mike Stulberg, Mayor Cheryl Fischer, Community Development Director and City Clerk Terri Haarstad.

Absent: Bob Pollman

**a) Approval of Agenda**

The agenda was approved by unanimous consent.

**b) Approval of Minutes – August 26, 2013**

Motion by Strandell second by Sandholm to approve the Minutes dated August 26, 2013 as presented. Motion carried 5 – 0 – 1. (Watson abstained.)

**2) Public Hearing:**

**a) VARIANCE: Application for a lakeside setback variance from 75 feet to 63 feet and a side yard setback variance from 15 feet to 10 feet to construct additions on the existing home at 3409 Kings Point Road for Vicky Phippen, R-1 Zoning District, PID# 27-117-24-13-0012.**

Abel presented the staff report found in the Planning Commission packet dated September 23, 2013 and recommended that the Commission approve the lakeside setback variance and deny the sideyard setback variance. He informed commissioners that although he had verbal conversation with one neighbor, staff has received no written comment regarding this application.

Len Lilyhom spoke on behalf of the applicant clarifying that the sideyard setback was requested in order to construct an enclosure to hold outdoor equipment and keep it out of the public view.

Heck opened the public hearing at 7:09pm

Hearing nothing, Heck closed the public hearing at 7:09pm.

Planning Commission discussion included:

- Variance standards and whether or not the applicant meets the criteria for approval
- The applicant's intent for construction

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***The City of Minnetrista will deliver quality services in a cost effective and innovative manner and provide opportunities for a high quality of life while protecting natural resources and maintaining a rural character.***

- The nonconforming status of the property and the potential for future additions if the setback is granted
- The status of the existing garage

Motion by Heck second by Stuhlberg to recommend the City Council approve the lakeside setback variance application with the conditions set forth in the staff report dated September 23, 2013. Motion carried 6 – 0.

Motion by Heck second by Watson to recommend the City Council deny the sideyard setback variance application for the reasons set forth in the staff report dated September 23, 2013. Motion carried 5 – 1 (Strandell).

### **3) Informational Items:**

#### **a) Staff Reports**

Abel informed the Commission that Mattamy Homes has officially closed on the Woodland Cove property and will begin grading work soon. Additionally, the Kings Point Road roundabout project is on track and the roads are anticipated to be opened October 31, 2013.

Additionally, he reminded commissioners whose terms are expiring that they will need to re-apply for their position. Letters and applications will be mailed to homes.

#### **b) Council Reports**

Fischer informed the Planning Commissioners that the City Council is working hard on the budget and noted that some details reported by The Laker are incorrect. She also informed them of the pilot water treatment plant study being conducted.

### **4) Adjournment**

Motion by Strandell second by Watson to adjourn the meeting at 7:38pm.  
Motion carried 6 – 0.

Respectfully Submitted,

Terri Haarstad  
City Clerk

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