



**PLANNING COMMISSION MEETING
MINUTES
July 23, 2018
7:00pm**

1) Call to Order

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

In attendance: Commissioners – Chair Lora Sandholm, Peter Vickery, Gary Pettis, Damian Young, Robert Rabin and Justin Forbrook; Council Liaison: Councilmember Shannon Bruce; Staff: City Planner Nick Olson and City Clerk Kris Linquist.

Absent: Steve Livermore

a) Approval of Agenda

Motion by Vickery, seconded by Pettis to approve the agenda as presented.

Motion passed 6-0. Absent: Livermore

b) Approval of Minutes of June 25, 2018

Motion by Pettis, seconded by Young to approve the minutes from June 25, 2018 as presented.

Motion passed 6-0. Absent: Livermore

2) Public Hearings:

- a) VARIANCE: Application from the Minnetrista Baptist Church for a variance from City Code Section 505.15 Subd. 2 Lot area, depth, width, coverage, setbacks, and height standards to reduce the required front yard setback from 35 feet to 29.4 feet and the required side yard setback from 15 feet to 9.3 feet to allow for a fellowship hall addition on to the existing church on the property located at 4185 Highland Road; R-1 Residential Zoning District; PID# 32-117-24-12-0010.**

City Planner Olson presented the staff report found in the Planning Commission packet dated July 23, 2018.

Highlights included:

- The applicant made a request for a variance from the City Code Section 505.15 Subd. 2 Lot area, depth, width, coverage, setbacks, and height standards to reduce the required front yard setback from 35 feet to 29.4 feet and the required side yard setback from 15 feet to 9.3 feet to allow for a fellowship hall addition on the existing church.
- The Applicant has been working on an addition to the existing church for the past couple of years.

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- The building is more than 100 years old. Back in 2016, a variance was granted for an addition off the northeast corner of the building, near the main entrance of the church.
- The proposal includes an ADA compliant entrance to the worship space, restrooms and fellowship hall.
- Notices were sent to all property owners within 500 feet of the subject property. To date, staff has not received any comments from neighboring property owners regarding this request.
- Possible finding of facts are outlined in the staff report.

There was discussion about the reduction of hardcover.

Mark Wentzell, 292 Design Group – Minneapolis (Architect for applicant) overviewed their proposal.

There was discussion of the original design that was proposed a couple of years ago. Bruce inquired if a year would be long enough for them to complete the project. Wentzell commented that they felt that would be sufficient time.

Chair Sandholm opened the public hearing 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.

Motion by Vickery, seconded by Pettis to recommend to the City Council to approve the requested front yard and side yard setback variances at 4185 Highland Road based on the findings of fact in the staff report and subject to the following conditions:

1. The Property must be developed in accordance with the approved construction documents as submitted with the variance application;
2. The approved construction documents must be prepared by a licensed design professional registered in the state of Minnesota and reviewed by the Building Official for compliance with the 2015 Minnesota Building Code prior to permit issuance;
3. The lot coverage for the Property must be reduced below the maximum allowed lot coverage of 35%;
4. Any required grading shall maintain existing drainage patterns or improve the existing drainage of the lot and adjacent lots;
5. The Applicant obtain all necessary permits and approvals from the City and other applicable entities with jurisdiction over the Property prior to any construction;
6. The Applicant is responsible for all fees incurred by the City in review of this application; and
7. 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 this site.

Motion passed 6-0. Absent: Livermore

3) Informational Items

a) Staff Reports – City Planner – Nick Olson

- Palmer Pointe update

b) Council Reports – Councilmember Shannon Bruce

- Second quarter financial update
- Golf Cart ordinance
- Gun Range at Police Department
- Water Tower update
- Three Rivers Park acquisition of land on Halstead Dr.

4) Adjournment

Motion by Young, seconded by Rabin to adjourn the meeting at 7:18 p.m.

Motion passed 6-0. Absent: Livermore

Respectfully Submitted,

Kris Linquist

Kris Linquist, MMMC, CMC
City Clerk

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