



**PLANNING COMMISSION MEETING  
MINUTES  
June 25, 2018  
7:00pm**

**1) Call to Order**

Chair Sandholm opened the meeting at 7:14 p.m.

In attendance: Commissioners – Chair Lora Sandholm, Gary Pettis, Damian Young (arrived at 7:23 p.m.), Steve Livermore and Justin Forbrook; Council Liaison: Mayor Lisa Whalen; Staff: City Planner Nick Olson and City Clerk Kris Linguist.

Absent: Peter Vickery and Robert Rabin

**a) Approval of Agenda**

Motion by Livermore, seconded by Forbrook to approve the agenda as presented.

Motion passed 4-0. Absent: Vickery, Rabin and Young

**b) Approval of Minutes of May 29, 2018**

Motion by Pettis, seconded by Livermore to approve the minutes from May 29, 2018 as presented.

Motion passed 4-0. Absent: Vickery, Rabin and Young

**2) Public Hearings:**

**a) VARIANCE: Application from Enbo Zhou for a variance from City Code Section 505.07 Subd. 8(b) Riparian View Shed Protection to allow for the construction of a new single family home 76 feet from the lakeshore on the property located at 4656 Palmer Pointe Road; Planned Unit Development Zoning District; PID# 36-117-24-34-0028.**

City Planner Olson presented the staff report found in the Planning Commission packet dated June 25, 2018.

Highlights included:

- The applicant made a request for a variance from the City Code Section 505.07 Subd. 8(b) Riparian View Shed Protection to allow for the construction of a new single family home 76 feet from the lakeshore.
- The development occurred prior to the recent change in the city's riparian view shed ordinance.
- Notices were sent to all property owners within 500 feet of the subject property. To date, staff has spoken with one neighboring property

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owner, but has not received any comments regarding this request.

- Possible finding of facts are outlined in the staff report.

Tom Flint (Architect for applicant) discussed the plan they have submitted. He stated that the design is in alignment with most of the homes on the Pointe.

Chair Sandholm opened the public hearing at 7:25 p.m.  
No one was present to speak on the item.

Chair Sandholm closed the public hearing at 7:25 p.m.

Motion by Livermore, seconded by Young to recommend to the City Council to approve the requested riparian view shed setback variance at 4656 Palmer Pointe 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 plans as submitted with the variance application;
2. All existing significant trees on the Property must be located on the survey. Any tree removal shall be done in accordance with city code and is subject to certain replacement requirements;
3. Any required grading should maintain existing drainage patterns or improve the existing drainage of the lot and adjacent lots;
4. The Applicant obtain all necessary permits and approvals from the City and other applicable entities with jurisdiction over the Property prior to any construction;
5. The Applicant is responsible for all fees incurred by the City in review of this application; and
6. 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.

Motion passed 5-0. Absent: Vickery and Rabin

### **3) Informational Items**

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

- Updated on Variance request from last meeting
- Two Variance applications for July meeting

#### **b) Council Reports – Mayor Lisa Whalen**

- 3<sup>rd</sup> Annual Bus Tour
- Passed Short Term Rental Ordinance
- Discussed building permit activity
- Water Tower update
- Budget process starting soon
- Next Council meeting on July 16, 2018

### **4) Adjournment**

Motion by Forbrook, seconded by Young to adjourn the meeting at 7:38 p.m.  
Motion passed 5-0. Absent: Vickery and Rabin

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Respectfully Submitted,

***Kris Linquist***

Kris Linquist, MMMC, CMC  
City Clerk

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