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5 **1. CALL TO ORDER** – Chair Kris Kopitzke called the meeting to order at 7:00 PM

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7 **2. PLEDGE OF ALLEGIANCE** – was recited.

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9 **3. ROLL CALL** – Present: Chair Kris Kopitzke, Roger Bowman, Mark Nelson, Lucia Wroblewski, Sally
10 Doherty, Justin Sykora. A Quorum was present. Absent were Annie Perkins, Scott Patten, James Langan (all
11 excused).

12 **ALSO IN ATTENDANCE** – City Council member Joe Richter, City Administrator Ron Moorse, City Clerk
13 Julie Yoho

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15 **4. APPROVAL OF AGENDA** –

16 Add item 8a “Chapter 12 areas of specialization”

17 **Motion/Second Wroblewski/Kopitzke to approve the agenda for the October 1, 2018 Planning**
18 **Commission as modified. Passed 6-0**

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20 **5. APPROVAL OF MINUTES** –

21 A. September 10, 2018

22 **Motion/Second Nelson/Doherty to approve minutes of September 10, 2018 as amended. Passed 6-0**

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24 **6. REPORTS AND PRESENTATIONS** – none

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26 **7. PUBLIC HEARINGS** –

27 A. Tom Gasser Variance Application at 4220 River Road
28 Chair Kopitzke opened public hearing at 7:05pm

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30 Administrator Moorse provided a summary of the application to remodel and construct an addition to the
31 existing house.

32
33 Tom Gasser, applicant, spoke about the addition

34
35 Jan Whitfield 4222 River Road; stated that she is fine with the project, it is good for older houses to be improved.
36 Only concern was construction equipment, but she is satisfied they are doing things right and owner is
37 responsible.

38
39 Brad Holz 4226 River Road; Asked about the rain garden on north side and what happens if it overflows?

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41 Gasser replied the exact location and design is not finalized and that it could be designed it so that it won't flow
42 north

43
44 No other public comments

45
46 **Motion/Second Doherty/Sykora to close public hearing. Passed 6-0**

47 Public hearing closed at 7:15 pm

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49 Discussion

50 Nelson asked if the retaining wall on the slope needs a variance (Moorse replied they will need a grading permit,
51 and a variance if slope is 12% or greater)

52 Bowman stated that it appears the addition will use all flat space (Correct). Also a 6x6x length of house of
53 hillside will be removed for retaining wall.

54 Kopitzke asked about setback from bluff line? (East side of road where it drops off)

55 Bowman asked about the trees. (One damaged in storm, trying to keep the other). Also the raingarden is going
56 in a rocky, sloped area (will excavate and berm. Owner has worked with Washington County to control runoff)

57 Doherty asked about DNR review (contacted, won't issue statement of support) Moore stated that the DNR
58 has been on site and is satisfied with design.
59 Sykora stated that the rain garden is well designed although it appears small. Asked if they've gotten input on
60 maintenance and plantings. (Not from County but will work with landscapers)
61 Doherty stated that the variance that hasn't been requested for the retaining wall is too big to ignore. In the past
62 we have required others to avoid digging into hillside.
63 Gasser stated that the neighbor to north just did 2 years ago. (Holz indicated that work was done in flat space,
64 not cut into bluffline the same way.)
65 Bowman stated that the Planning Commission recently denied a project that cut into hillside.
66 Nelson proposed the addition of Fact #4 stating "if addition will require construction of a retaining wall on a
67 slope exceeding 12% a variance will be required."
68 Wroblewski asked if they looked at extending north over the deck area. (jogged to shift from neighbor and be
69 able to exit rear of house not through a bedroom.)
70 Kopitzke stated that they are not increasing substandard. The only question is over retaining wall cutting into
71 slope.
72 Bowman stated he is concerned about shifting that line for the next applicant.
73 Moore stated that findings could be put in to avoid setting a precedent for the future
74 Gasser stated that the intent of the retaining wall was to achieve proper drainage from the house and a buffer
75 between slope and house.
76 Sykora stated that there could be other options to mitigate the slope without the wall.
77 Nelson asked if during a big rain event would water still get to the house? (potentially)
78 Bowman stated that the ordinance says "disturb the slope", what was intent?
79 Gasser stated that his architect indicated the retaining wall could be put in as part of the house wall.
80 Doherty recommended the commission not vote today, and have the applicant re-think the design in the back
81 of the house.

82 **Motion/Second Doherty/Bowman To table item until November. Passed 6-0.**

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84 The Architect asked what the commission would like to see in the re-design. (Grading plan, drain tile, contours,
85 scale, language on why it's needed, photos)

86
87 **8. NEW BUSINESS**

88 A. Ordinance 12 areas of specialization

89 Doherty suggested dividing up sections of Ordinance 12 for members to study and develop areas of expertise.

90 The committee agreed this could be helpful and the item will be on the agenda for next month.

91
92 **9. OLD BUSINESS –**

93 A. Update on City Council actions

94 Council member Richter provided a summary of the Council meeting.

95
96 **10. ADJOURN**

97 **Motion/Second Doherty/Wroblewski To adjourn. Passed 6-0**

98 Meeting adjourned at 8:22 pm

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100 Respectfully submitted by:

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102 _____
103 Julie Yoho, City Clerk

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105
106 **To be approved on November 5, 2018 as (check one): Presented: _____ or Amended: _____**