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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 Administrator Ron Moorse
- 13
- 14 4. **APPROVAL OF AGENDA** –
- 15 **Motion/Second Bowman/Wroblewski to approve the agenda for the November 5, 2018 Planning**
- 16 **Commission meeting. Passed 6-0.**
- 17
- 18 5. **APPROVAL OF MINUTES** –
- 19 A. October 1, 2018
- 20 **Motion/Second Bowman/Nelson to approve minutes of the October 1, 2018 Planning Commission as**
- 21 **modified. Passed 6-0.**
- 22
- 23 6. **REPORTS AND PRESENTATIONS** – none
- 24
- 25 7. **PUBLIC HEARINGS** – none
- 26
- 27 8. **NEW BUSINESS** - none
- 28
- 29 9. **OLD BUSINESS** –
- 30 A. Tom Gasser Variance Application at 4220 River Road
- 31 The application was continued from October meeting to address issues regarding the extent of grading and
- 32 excavation behind the house. Change has been made in the grading plan to minimize the amount of
- 33 excavation required.
- 34 Discussion was held over the plan revisions. The applicant took previous feedback and made changes as
- 35 requested.
- 36
- 37 **Motion/Second Bowman / Doherty To recommend approval the Tom Gasser Variance Application at**
- 38 **4220 River Road of to the City Council, with findings and conditions listed, plus findings 11, 12 & 13**
- 39 **and Condition # 5. Passed 6-0.**
- 40 **Findings**
- 41 1. The property is zoned Rural Residential and is located in the Lower St. Croix River Bluffland and
- 42 Shoreland Management Overlay District
- 43 2. The existing house is nonconforming in terms of setbacks from River Road, the bluffline and the OHWL
- 44 of the St. Croix River
- 45 3. The proposed addition would not reduce the existing setbacks
- 46 4. The proposed addition would meet side yard setback requirements
- 47 5. The bulk of the proposed house addition would be screened from view from the river during leaf-on
- 48 conditions
- 49 6. The color of the house is proposed to be earth tone
- 50 7. The existing house meets the 35 foot height requirement and the proposed addition would not increase the
- 51 height of the house
- 52 8. The drainage from the roof of the house is proposed to be captured by rain gutters and piped directly to
- 53 two rain gardens
- 54 9. The proposal includes grading in areas with slopes of 12% or greater for the construction of rain gardens
- 55 and for excavation and grading at the rear of the addition.

- 56 10. A knee wall/retaining wall at the west wall of the addition is proposed to minimize excavation and
57 grading in the steep slope area behind the addition.
58 11. The site is already flat where construction is intended and does not violate protected slope.
59 12. The proximity of the neighbor to the north prohibits construction in that area of the property.
60 13. Applicant took feedback from previous meeting and made significant changes to comply
61

62 **Conditions**

- 63 1. House color shall be earth tone
64 2. The house shall be located and constructed according to the survey and plans submitted with the variance
65 application, subject to revisions as required or approved by the City.
66 3. Existing vegetative screening shall be maintained, with the exception of the removal of two trees as
67 indicated in the application.
68 4. Any disturbed soils shall be restored as soon as possible, and any erosion control measures recommended
69 by the City Engineer shall be put in place prior to construction and kept in place for the period
70 recommended by the City Engineer.
71 5. Minimize use of heavy equipment on the site.
72

73
74 B. Planning Commission Member Areas of Specialization Regarding the Zoning Code

75 Discussion was held over areas of the code that all members should review.

76 Similar topic areas will be grouped together. Areas of specialization will be assigned based on interest and
77 can be discussed further at the next meeting.
78

79 C. Update on City Council actions

80 Administrator Moorse provided a summary of the October City Council meeting.
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83 **10. ADJOURN**

84 **Motion/Second Bowman/Nelson To adjourn. Passed 6-0**

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86 Meeting adjourned at 8:15 PM.
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91 Respectfully submitted by:

92
93 JY

94 Julie Yoho, City Clerk
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97 **To be approved on December 3, 2018 as (check one): Presented: _____ or Amended: X**