

**MINUTES
PLANNING AND ZONING COMMISSION
REGULAR MEETING
JANUARY 20, 2005**

PRESENT: Bill Habein, Dean Williams, Marty Nelson, Mark Hallan and Tom Adams.
ABSENT: Karl Moon, Tommy Woog and John Derksen.

CITY PLANNER: Charles Marohn, PE.

ZONING ADMINISTRATOR: Dawn Bittner.

COUNCIL LIAISONS: Craig Nagel and Tom Ryan.

GENERAL PUBLIC: Stu Sorenson, Chris Greer, Mark Jurchen, David Kennedy, Dan Helbling and Mike Wagener.

Due to the absence of the Chair and Vice-Chair, the meeting was called to order by Marty Nelson at 6:34 p.m.

The appointment of the Chair and Vice-Chair for 2005 was tabled until Mr. Woog and Mr. Moon were in attendance.

ADDITIONS OR DELETIONS TO AGENDA:

Mr. Habein asked to move #7, Review of Draft Ordinance, down to #9, Zoning Administrator's Report.

OPEN FORUM: None

NEW BUSINESS:

a. Number of Planning Commission Members.

A City Council Member had suggested reducing the number of Planning Commission Members in order to save money. He also questioned whether or not members should be paid when they don't attend monthly meetings. The City Clerk had asked for a recommendation from the Planning Commission regarding future membership and payment.

Mr. Hallan suggested reducing the monthly payment to \$50.00 and only be paid if they attend the meeting. He would rather reduce the payment amount before reducing the numbers.

Mr. Habein stated that members are meeting for 2 meetings a month, and did so during the Comprehensive Planning process. He stated that they are more active with site visits, also. There is more diversity of opinion with a greater number of members.

With 8 members, there are usually at least 6 at the meetings.

Staff was directed to check absences last year.

Council member voting was discussed. It was decided that Council members could ask questions and make comments, but could not vote.

Mr. Nagel was reluctant to reduce the number of members.

A motion was made by Mark Hallan, seconded by Tom Adams, to leave the number of Commission Members at 8. All members voted "aye". Motion carried.

A motion was made by Mark Hallan, seconded by Bill Habein, that for members not in attendance at a regular meeting, there would be no pay for that meeting, special meetings or site visits that month.

After discussion, Mr. Hallan amended the motion, seconded by Mr. Habein, to exclude the Chair. All members voted "aye". Motion carried.

Staff was directed to include an attendance record with the recommendation.

b. Wilderness Point Resort Discussion.

Chad Connor and Jeff Miller of WSN were in attendance representing Wilderness Point Resort. They provided copies of the existing conditions of the Resort, a summer 2004 aerial photo and a proposed site plan. The current CUP allows 47 campsites and 10 cabins. The Planning Commission asked them to submit a breakdown into tiers, along with the number of structures or sites within the 75' setback now and how many proposed.

Dockage will be an issue. Forty-eight slips are allowed under current CUP and 60 slips are shown on site plan. Staff was directed to check the State guidelines.

Commission asked to see original CUP.

The maximum frontage allowed on the lake is 3%. Staff was directed to supply the shoreline footage of Cullen Lake and determine if an EAW is required and what that threshold number is.

There are 3 cabins in the setback, the point cabin, cabin #2 and cabin #4. The boathouse would stay as a non-conforming structure.

The wetland has been determined, but not delineated yet. The Commission would need to see the ISTS design.

TOMMY WOOG ARRIVED AT 7:53 p.m.

The plan is for the Resort to apply for a CUP for a PUD for a resort, rezone the residential lot to waterfront commercial and become part of the resort and apply for Preliminary Plat. They plan to subdivide the resort and sell the cabins. The new owners would not be allowed to homestead the property, the owner can use the cabin only a short
Planning Commission January 20, 2005

time each year and the cabin must be kept in the rental pool. The Resort will remain a Commercial PUD.

APPROVAL OF MINUTES:

A motion was made by Dean Williams, seconded by Mark Hallan, to accept the December Minutes as read. All members voted “aye”. Motion carried.

ZONING ADMINISTRATOR’S REPORT:

a. Permits and Correspondence:

Bittner pointed out the 2 permits issued and 7 letters written in December.

b. Potential Violations/Enforcement Actions:

Roger Langenbau – The Commission asked Bittner if the DNR had determined the refuse was in their right-of-way. Bittner stated she had contacted the DNR and had not received a response. She will contact the DNR again.

Walker Junk Yard – A member of the audience asked if screening was required at the Walker Junk Yard. There apparently is no screening along the Preserve Golf Course. Staff to check file and report back.

OLD BUSINESS:

a. Review of the Draft Ordinance.

The group continued review of Section VIII and finished with Section 8.9, Controlled Access Lots.

A motion was made by Dean Williams, seconded by Marty Nelson, to adjourn the meeting. All members voted “aye”. Motion carried. The meeting was adjourned at 9:50 p.m.

Respectfully submitted,

Dawn Bittner
Zoning Administrator