



MINUTES

REGULAR MEETING OF THE CITY OF NISSWA
PLANNING COMMISSION/BOARD OF ADJUSTMENT
TUESDAY, JANUARY 8, 2019, 6:00 PM

Due to a recording issue the January 8, 2019 was unable to be retrieved. The general discussion, motions and Commission voting on items are accurately conveyed.

Members Present: Woody Haecker, Jim Swanson, Anne Laufman, Don Jacobson, and Peter Mann, Ann Beaver

Members Absent:

Others Present: Mark Hallan

Staff Present: Desmond McGeough

1. Call to order

2. Roll Call - Meeting

3. Approve Minutes:

- a. December 11, 2018 Regular Meeting Minutes

4. Open Forum: None

5. Public Hearings: (New applications requiring public notice published in the Echo Journal December 27, 2018 & notice was mailed to all property owners within 350 feet & the affected state agencies.)

- a. Rezoning Application – 031-18 – Recommend Approval to City Council
- b. Conditional Use Permit Application – 032-18 - Approved
- c. Conditional Use Permit Application -033-18 – Approved
- d. Variance Application – 034-18 – Approved
- e. Ordinance Amendment Application 026-18 – Recommend Approval to City Council

6. New Business:

None

7. Old Business:

- a. Ordinance Amendment – Resort Expansion 013-18 City of Nisssa – Recommend Approval to City Council

8. Planning & Zoning Administrator’s Report

- a. Permits
- b. Violations
- c. Planning Commission Appointments
- d. Status of Architectural Materials Subcommittee

- 47 e. Comprehensive Plan – Council approval of 2018 Document
- 48 f. 2018 Planning Activity
- 49 **9. Commission Discussion Items**
- 50 a. Legal Questions, Tom Pearson – City Attorney
- 51 b. Shoreland Planned Unit Development (Section 4.10.1)
- 52 c. Mobile/ Temporary Concession Vendors
- 53 d. Land Use Chart/ Storage Building Regulation
- 54 **10. Future Commission Discussion Items**
- 55 a. Zoning Violation/Conditions Enforcement
- 56 b. Residential Structure Size Maximums
- 57 c. Open/Clear Cutting /Tree & Brush Management
- 58 d. VRBO
- 59 e. Housing
- 60 f. Highway 371 Corridor Development (Section 4.8.3)
- 61 g. Central Business District Development
- 62 h. Housekeeping Ordinance Corrections / Editing
- 63 i. Central Business District Impervious Coverage Allowances
- 64 j. Application of Salt on City Streets
- 65 **11. Adjourn**

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69 **MEETING MINUTES FROM JANUARY 8, 2019**

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71 **1. Call to Order:** Haecker calls the meeting to order at 6:00 PM.

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73 **2. Roll Call for Meeting:**

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75 **3. Approval of Minutes:**

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77 **a. December 11, 2018 Regular Scheduled Meeting:**

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79 **Motion:** Jacobson motioned to approve the December 11, 2018 minutes as
 80 presented, subject to change on line 397 & 300 reflecting “Tract D” Laufman
 81 seconded. All members voting “Aye”, motion carries.

82

83 **4. Open Forum:** None

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86 **5. Public Hearings:**

87

88 **MOTION:** Laufman motioned to open the public hearing at 6:05 PM, Swanson
 89 seconded. All members voting “Aye”, motion carries.

90

91 **a. REZONING APPLICATION 031-18**

92 **Property Location: PIN 280222200B00009**

93 **Applicant: ETOC, Mark Ronnei (present)**

94 **Property Owner: ETOC**

95 McGeough stated that staff supports this application to rezone this parcel.

96 McGeough read his staff report and gave a presentation

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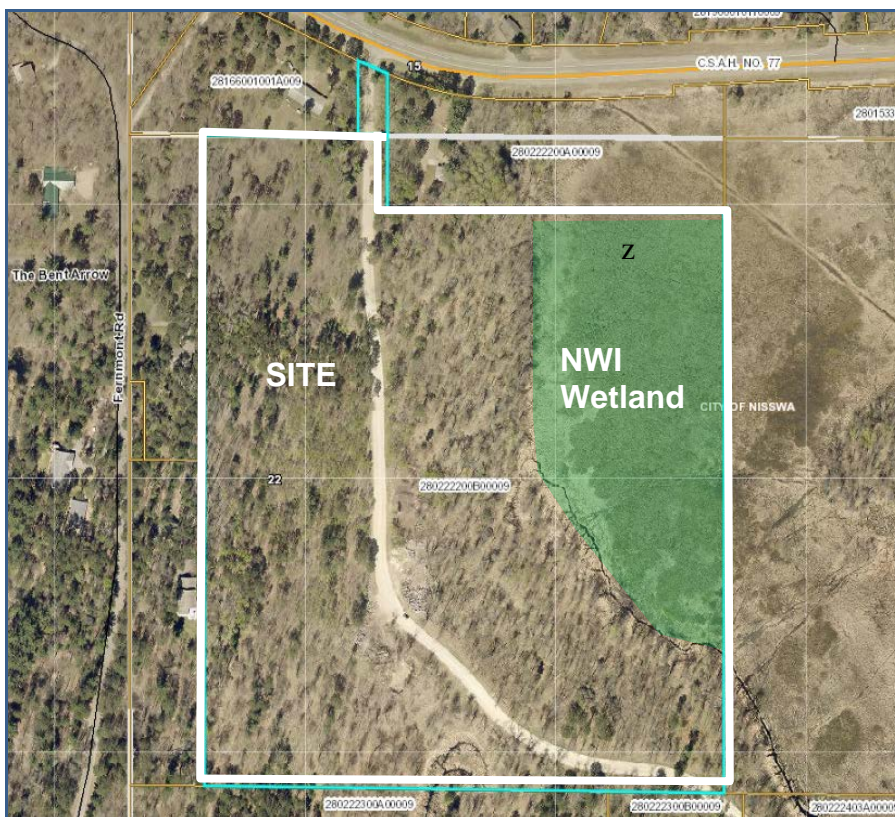
Applicant Mark Ronnei addressed the Commission noting that the requested change is to facilitate the office administrative buildings on the east side of the service road. He also noted that ETOC was willing to dedicate a 100 foot natural area buffer along the east property line to help screen the employee housing, and administrative offices and future uses permitted in the CW zone district.

MOTION: Jacobson motioned to close the public hearing for this application, Laufman seconded. All members voting “Aye”, motion carries.

Motion: Jacobson motioned to recommend to the City Council approval of the rezoning of PID # 280222200B00009 from Open Space Residential to Commercial Waterfront based on the following Findings of Fact:

A. *Preservation of natural sensitive areas*

The subject site has encompasses approximately 6.87 acres that are located within a designated nation inventory within the north east portion of the site. The designated wetlands are subject to the required 30 foot minimum setback.



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B. *Present ownership and development*

According to the Crow Wing County Assessor’s Office, the 32.68 acre tract of land (PIN 280222200B00009) is owned by ETOC Co., Inc.. The owner will be relocating four employee housing units per a previously approved CUP application (CUP-004-18). The Owner proposes to move two Administrative

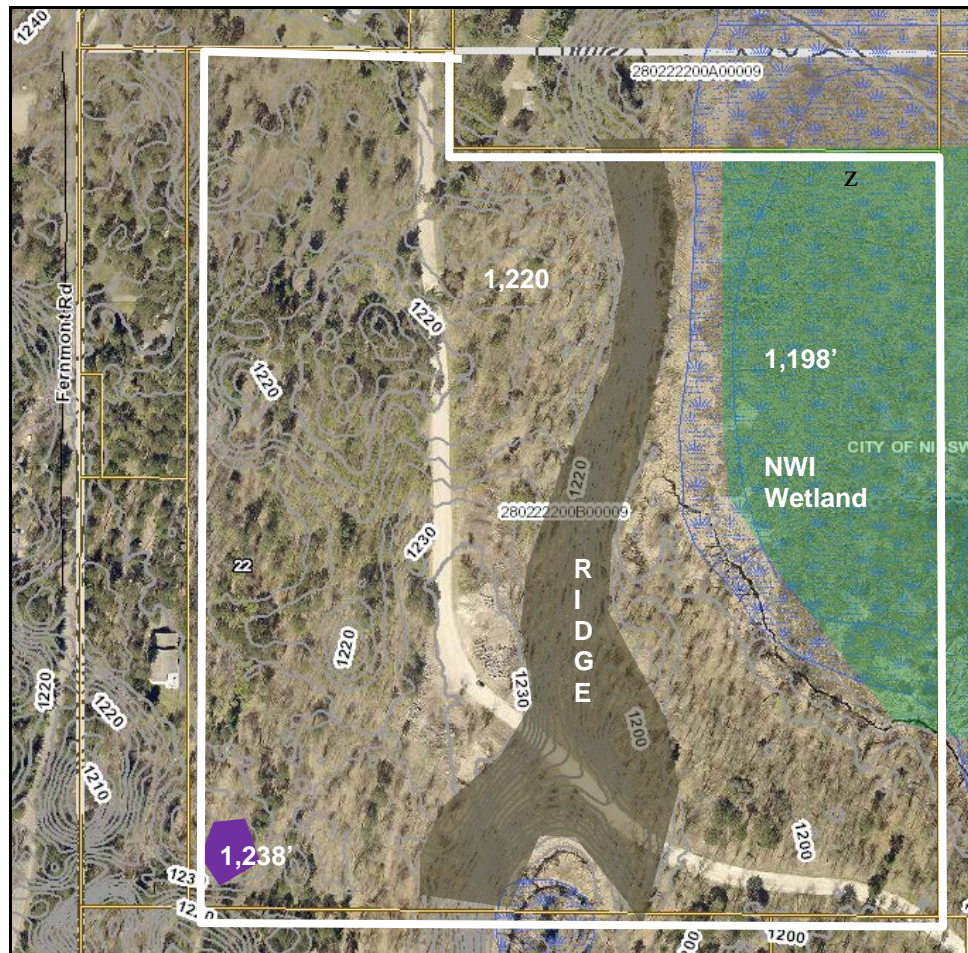
127 Offices to the north side of the employee housing units (CUP-32-18). The
128 balance of the site remains undeveloped and is heavily wooded.

129 *C. Shoreland soil types and their engineering capabilities*

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131 No portion of the site lies within 1,000 feet of a shoreline. Thus no portion is
132 considered "Shoreland"

133
134 *D. Topographic characteristic*

135
136 The west portion of the site is relatively flat with the highest elevation being
137 1,263 feet, located at the far south west corner. A ridge runs north to south in
138 the center part of the site. The lowest elevation of the site is located in the east
139 portion of the wetland, having an elevation of 1,198 feet.
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144 *E. Vegetative cover*

145
146 The subject rezoning site is heavily forested and has a large area of wetland
147 vegetation at the northeast corner
148



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151 *F. In-water physical characteristics*

152

Not Applicable.

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155 *G. Recreational use of surface water*

156

Not Applicable.

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159 *H. Road and service center accessibility*

160

161 The subject property has approximately 1,550 linear feet of paved road running
162 through it that connects the subject property to CSAH 77. In the near future this
163 road will paved all the way to the new hotel area currently being developed by
164 the owner. It is anticipated that the road, once completed, will be turned over to
165 the City as a public street.

166

167 *I. Socio economic development needs of the public*

168

169 Under the current zoning of the site approximately 6 single family units could
170 be developed, in addition to the approved employee housing development.

171

172 The subject zone change to “Commercial Waterfront” aligns with several
173 Policies identified in the Comprehensive Plan. The policies that are most
applicable are provided below:

- 174 • **Economic Development Action Plan - Health of the Resort**
175 **Industry.** *Time-share and resort destinations in Breezy Point, East*
176 *Gull Lake, and Lake Shore, along with those in Nisswa, provide*
177 *tourists for the City's retail shopping areas. So long as the resort*
178 *industry in the area remains viable and healthy, visitors will continue*
179 *to patronize downtown Nisswa. A locally growing hospitality industry*
180 *is essential to continuing growth and development in Nisswa's*
181 *commercial areas.*

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183 The zone change to "Commercial Waterfront" is consistent with the
184 development of the site for "Employee Housing", and the proposed
185 administrative office relocation (CUP -32-18). These facilities are
186 slated to be removed from the core of the Grand View Lodge Resort
187 as to accommodate parking needs and site development associated
188 with Grand View Lodge Resort expansion. Under the Commercial
189 Water front zone district, additional resort tourist dwelling units
190 could potentially be constructed on the west side of the existing
191 service road, which in turn would lead to more tourist visitation
192 within the city of Nisswa.
193

- 194 • **Maintain strong support for the area resorts and provide the**
195 **flexibility needed for their continued growth and prosperity.**
196 *As the economics of the resort industry changes, it is important that*
197 *new realities be understood and flexibility provided to ensure that area*
198 *resorts remain strong and viable. The City's core values of natural*
199 *resource protection, opportunities or social interaction, and strong*
200 *economic health will be advanced by proactive cooperation with*
201 *resorts.*

- 202
203 • **Maintain forested tracts.** *Forests serve many functions that are*
204 *important to the environmental health of the community. But not only*
205 *do forests provide habitat and catch and filter rainwater, they serve a*
206 *valuable social function as well. Forested areas are one of the defining*
207 *characteristics of the City, and they need to be maintained in a healthy*
208 *state.*

209
210 While the proposed zone change can not be conditioned with
211 preservation of forested tracts, it should be noted that the property
212 will be owned and maintained by Grand View Lodge. Grand View
213 Lodge has a strong interest in preserving and maintaining as much
214 natural wooded area outside of development sites in their resort
215 area as it is a key component to the visitor's experience. Under the
216 OSR zoning district, lots could be subdivided and sold in which
217 future owner interest in maintaining mature stands is unknown.

218 J. *Availability of public sewer*

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220 Public sewer is located approximately 1,800 feet east of the subject site.

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K. The necessity to preserve and restore certain areas having significant historical or ecological value

The property is generally identified as an “Edge Forest” area. Properties to the north, and west have generally been developed with large lot residential properties. There is a wetland area in the east portion of the site. Future Commercial Development of the site will be required to maintain the run-off of all impervious area in catch basins, allowing the water to be filtered prior to entering surface water areas.

L. Conflicts between land uses and impacts of commercial uses or higher densities on adjacent properties

Property to the east and south is owned by the applicant. There are two single family lots to the north of the subject property and two single family lots to the west of the subject property. The office and employee housing could be seen as moderately more intense than the single family units to the north and west. Additional units of resort single family or duplex units can be considered the same general intensity as the single family to the north and west if developed in accordance with the CW zone district standards. There are some uses within the CW zone district that would be considered a more intensive use than the single family units to the north and west. Buffering conditions such as increased setback, fencing or additional vegetation could be required via a CUP condition of approval should it be warranted to significantly obscure such development as to mitigate any such use. The applicant has stated that they are willing to record a buffering easement with the CUP, if required by the Commission.

M. Alternatives available for desired land use

The Commercial Waterfront District seems to be the most appropriate zone district for the property given the natural and logical progression of expansion of the lodge to this property and elements on this property such as the secondary road access to the main lodge area and employee housing units. The subject property appears only to be suitable for either the Commercial Waterfront District or the existing Open Space Residential Zone District.

N. Prevention of spot zoning

The property immediately to the east is zoned “Commercial Waterfront”. Approval of the subject request does not constitute “spot zoning”.

O. Conformance to the City of Niswawa Land Use Plan.

The land use map contains land use designations that will serve as a guideline for making decisions on future rezoning and development request. From a purely land use perspective, without consideration of all the different types of uses that occur within the Grand View Lodge Resort, the Commercial Waterfront Zone District is not in conformance with the Land Use Plan designation of Conservation Subdivision.

However, it should also be noted that many of the existing areas within Grandview Lodge, having a Commercial Waterfront zoning designation, have been developed with low intensity single family and duplex units, even though

276 the underlying Comprehensive Land Use Plan designation calls out such areas
277 as "Recreation", which is described as public or private recreation facilities.
278

279 Within this 32 acre parcel, the wetland within and required wetland setbacks
280 take up approximately 20% of the parcel. The remaining developable acres of
281 the parcel is 16 acres in total, once the service road, employee housing and
282 proposed administrative offices (concurrently running CUP-032-18) is excluded
283 from the parcel.
284

285 Given the distance from the main lodge area it is very unlikely that the
286 remaining 16 acres would be developed with more intensive uses that are
287 permitted under the CW zone district classification. There would be a strong
288 likelihood that the balance of this parcel would develop out as Grand View
289 Lodge single family or duplex rental units, similar to other units in Grand View
290 Lodge, outside of the core "Waterfront Commercial" area.
291

292 Should a CUP come forward on the east side of the service road that provides an
293 intensive that is permitted in the CW zone district, the Commission may
294 consider additional buffers, vegetative screening, fencing or other means to
295 reduce or eliminate adverse impacts.
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297 Swanson seconded the motion. All members voting "Aye", motion carries.
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300 **b. CONDITIONAL USE PERMIT APPLICATION 032-18**

301 **Property Location: PIN 280222200B00009**

302 **Applicant: ETOC, Mark Ronnei (present)**

303 **Property Owner: ETOC**
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306 McGeough stated that staff supports this application for Conditional Use
307 Permit. McGeough read his staff report and gave a presentation
308
309

310 Mark Ronnei noted that Grand View Lodge was relocating the existing two
311 administrative office buildings off Woodward Avenue to facilitate
312 improvements associated with the new hotel building and present to answer
313 any questions the Commission may have.
314

315 Mark Hallan noted the CUP Plans showed a 75 foot natural buffer, whereas it
316 was indicated by staff and the applicant that the buffer was 100 feet. Mark
317 Ronnei noted that it is intended to be a 100 foot buffer, not the 75 feet
318 indicated in the plan.
319

320 **MOTION:** Ann Beaver motioned to close the public hearing for this application,
321 Laufman seconded. All members voting "Aye", motion carries.
322

323 **Motion:** Beaver motioned to approve the Conditional Use Permit based on the
324 findings in the staff report and subject to the Condition of approval noted in
325 the report.
326

- 327 1. The site is located approximately 200 feet south of Highway 77, and
328 approximately 1,700 feet west of the intersection of Lower Roy Lake Road
329 with Highway PIN 280222200B00009,
330 2. The subject property is located in a proposed “Commercial Waterfront”
331 Zone District.
332 3. Professional buildings are a Conditionally Permitted Use within the
333 “Commercial Waterfront” Zone District”.
334 4. The Conditional Use Permit request is to relocate 2 existing administrative
335 office structures and a 25 stall parking lot.
336 5. The subject parcel 32.68 ac in size
337 6. When considering this application and the approved employee housing
338 development to the south, the total impervious area for the parcel is
339 approximately 485,278 square feet, which is 3.4% of the total parcel area.
340 7. Exterior Finish: The existing building exterior walls of the proposed
341 structure consist of composite siding, with asphalt shingles.
342 8. The use and enjoyment of other property in the immediate vicinity for the
343 purposes already permitted will not be impaired.
344 9. The development will not impact the orderly development and
345 improvement of surrounding properties.
346 10. Adequate utilities and access roads have been or will be provide.
347 11. The structure will not depreciate property values within the immediate
348 vicinity.
349 12. The building development will not cause local, County or State road
350 systems to exceed safe carrying capacity.

351
352 Conditions of Approval:

- 353 1. Approval of this CUP is subject to the City Council Approval of the
354 proposed change of zoning from the” Open Space Residential” Zone District
355 to the “Commercial Waterfront” Zone District.
356 2. Prior to issuance of Land Use Permit, the Applicant shall:
357 • Record a 100 foot buffer easement along the north and west property line
358 prohibiting removal of trees or vegetation, unless diseased or a safety
359 hazard. Said recording shall be submitted to the Planning Department.
360
361 • Provide a revised site plan that showing the two administrative buildings
362 being served by an ADA accessible route, and ramp if needed, to access
363 the office buildings.
364
365 • Provide a revised stormwater calculations and storm water plan, including
366 the parking area and sidewalks, to the satisfaction of the City Engineer.
367
368 • Provide a septic design and a letter by a State of Minnesota Licensed
369 Designer stating the system is designed to meet the needs of the
370 Administrative Building and that the system meets all regulatory
371 provisions of the State.
372
373

374 **c. CONDITIONAL USE PERMIT APPLICATION 033-18**

375 **d. VARIANCE APPLICATION 034-18**

376 **Property Location: PIN 280111400MA0009.**

377 **Applicant: Foxy Properties LLC – Katie Huser (present)**

378 **Property Owner: Stacy Stranne (present)**

379
380 McGeough read his staff report and gave a presentation pertaining to both
381 Conditional Use Permit and Variance applications. McGeough stated that
382 staff supports the applications for Conditional Use Permit and Variance.
383

384 McGeough noted that under the new parking provisions that were published
385 just after the submittal of this application; the project would not require a
386 variance application. The request to construct on-street parking spaces within
387 the ROW would be made through the Conditional Use Permit application and
388 at the discretion of the Commission.
389

390 Katie Huser and Stacy Stranne were present to answer questions that the
391 Commission may have. The Commission asked if there was any issue with
392 the staff condition that the property owner dedicates “Tract D” as right-of-
393 way. Stacy Stranne, property owner, stated there was not.
394

395 Jacobson stated that it appeared that the roof would overhang over the
396 adjoining property. Andy Waletzko of Hy-Tec Construction noted that they
397 looked over the ordinance carefully and that the code allowed for the three
398 foot overhang encroachment. McGeough indicated it was his understanding
399 looking at the plan view of the project that the zero lot line represented the eve
400 of the structure.
401

402 McGeough reviewed the code and noted that it did indicate that eaves may
403 extend into a setback by three feet, and there was a zero lot line setback
404 permitted in the Central Business District. However, that did not imply that
405 someone could build over a property line. To do so would require
406 authorization and an easement from the adjoining owner.
407

408 Mr. Waletzko stated that they could address the issue by moving the building
409 east and by reducing the size of the eaves.
410

411 **MOTION:** Jacobson motioned to close the public hearing for these applications,
412 Laufman seconded. All members voting “Aye”, motion carries.
413

414 **Motion:** Jacobson motioned that the Commission Approve the Conditional
415 Use Permit for an approximate 4,150 square foot, two-story salon building on
416 northwest corner of Lakers Lane and Church Street. PIN 280111400MA0009,
417 subject to the conditions in the staff report and with the condition that the
418 building be moved to the east to be entirely within the property, based on the
419 following Findings of Fact provided in the staff report:
420

- 421 1. Subject site is located at 25527 Church Street at northwest corner of
- 422 Lakers Lane and Church Street. PIN 280111400MA0009.
- 423 2. The subject property is zoned “Central Business District.”
- 424 3. The applicant is proposing an approximately 4,150 square foot salon
- 425 building located on a 6,921 square foot parcel.

- 426 4. The applicant has provided a the following plans: Floor Plans, Exterior
427 Elevations, Exterior Rendering, Architectural Site Plan, Stormwater Drainage
428 Site Plan, Grading Plan, Landscape Plan.
- 429 5. The architecture of the structure is characteristic can be defined as having
430 an “up-north” character of, consisting of wood siding, stone, gable roofs and
431 exposed truss material accents.
- 432 6. The applicant has proposed a retention basin on the site that will address
433 storm water runoff volume for the 10-year storm event
- 434 7. Seven on-street public parking spaces have are provided and found to be
435 adequate to business demands.
- 436 8. Findings of fact meeting the criteria for granting of a variance have been
437 established.
- 438 9. The development, with conditions, will not impede the normal and
439 orderly development and improvement of surrounding property.
- 440 10. Adequate utilities, access roads, drainage and other necessary facilities
441 have been or are being provided for this development.
- 442 11. The development will not depreciate property values within the immediate
443 vicinity of the subject property.

444
445 Conditions of Approval:

- 446
447 1. Prior to the issuance of a Land Use Permit, the Property Owner shall Quit
448 Claim Deed to the City of Nisswa, a Municipal Corporation, “Tract D” of the
449 December 11, 2018 approved Metes and Bounds Survey (MBS-030- 18) for
450 the Church Street Right-of-Way. Recorded documentation shall be provided
451 to the Planning and Zoning Administrator prior to issuance.
- 452
453 2. The exterior finish of the building shall be in substantial compliance with
454 the Planning Commission approved architectural plans.
- 455
456 3. The site shall be developed in substantial conformance with the Planning
457 Commission approved plans.
- 458
459 4. Exterior lighting shall employ full cut-off fixtures to minimize light
460 trespass and glare.
- 461
462 5. The property owner shall be responsible for the maintenance of any
463 vegetation within the public right-of-way adjacent to the subject property.
- 464
465 6. The applicant shall move the structure to the east so that the entire building,
466 including eaves, is located within the subject property boundaries.

467
468 Swanson seconded the motion. All members voting “Aye”, motion carries.

469
470 **Motion:** Mann motioned that the Commission grant the variance to allow for
471 reduction of parking and for the spaces to be located off-site within the Right-
472 of-way based on the following findings of fact.

- 473
474 1. There are practical difficulties, as defined in the ordinance. The property
475 owner proposes to use the property in a reasonable manner that is not

476 permitted by an official control and similar to those property owners in the
477 surrounding area. The plight of the landowner is due to circumstances unique
478 to the property, in that it is located in the Central Business District on a parcel
479 that is sized similar to other properties fronting Main Street, Murry Street and
480 City Hall Street. Previous parking standards requiring 11 or 12 off-street
481 spaces seem to be excessive given the tight compact nature of the downtown
482 district and with sufficient excess parking on City Hall Street and Public
483 Parking located in front of the Pickle Tavern and City Hall. Another issue
484 that faces this property is that it must retain the 10-year storm event on site,
485 whereas many other properties of the downtown did not need to accommodate
486 for storm water retention as surface flow is directed toward the MNDOT
487 retention basins. The City does not anticipate putting storm drains in this area
488 anytime soon, thus any on-site parking to be located on the property would
489 need to be done developing an underground retention basin with parking above.
490 It is possible that 4, perhaps 5, spaces could be located on-site with
491 underground retention. In such a scenario, it would also eliminate 2 parking
492 spaces on Church Street for a driveway entrance. Thus, the number of
493 parking spaces would only increase by 2 or 3 spaces if additional parking is
494 required to be located on site.

495
496 2. Deviation from the Ordinance is still in harmony with the general
497 purposes and intent of the Ordinance and Comprehensive Plan. The subject
498 request is not a deviation from the current ordinance but a deviation to the old
499 parking ordinance. Granting of the variance request would still be in harmony
500 with the new ordinance and would be consistent with the neighborhood
501 character as well.

502
503 3. The plight of the property owner is due to circumstances unique to the
504 property and is not caused by the property owner. The unique circumstance to
505 this property is that on-street parking, or public parking, provides spaces for a
506 significant number of downtown merchants. The on-street parking is
507 consistent with the community character of the downtown central business
508 district.

509
510 4. The terms and conditions of the variance protect the essential character of
511 the neighborhood. Approval of variance in no manner negatively impacts the
512 character of the area. Conversely, it should not be visually noticeable, even to
513 those that know the provisions of the zoning code as on-street parking is
514 common in the central business district.

515
516 5. The variance is based on findings of fact other than economic
517 considerations
518 The variance request is based on existing conditions of the Central Business
519 District with regard to parking practices and that the City has changed its
520 zoning ordinance. This would not be a variance request in February 2019, but
521 a request to consider the parking proposed by the applicant as being sufficient
522 or insufficient. Staff would encourage the Commission take into
523 consideration the recently adopted parking standards and assess whether or
524 not the seven spaces that surround the property is a sufficient number of
525 parking spaces to operate a salon business of this size.

526
527 6. A salon business is permitted in the Central Business Zone District.
528

529 Jacobson seconded the motion. All members voting “Aye”, motion carries.
530

531 **e. ORDINANCE AMENDMENT APPLICATION 026-18 – Water-**
532 **Oriented Accessory Structure**

533 **Applicant: City of Nisswa**
534

535 McGeough stated that two different formats addressing Water Oriented
536 Accessory Structures, Option A and Option B. Option A amends the existing
537 ordinance language with the addition of new provisions. Option B provides a
538 numbered list of the standards.
539

540 Commission noted a preference for the numbered list. Commission further
541 expressed concern regarding the permitted 140 square feet and the allowance
542 for using the roof as a deck. Laufman indicated the draft provided suggested a
543 minimum of a 4; 12 roof pitch, thus effectively eliminating the possibility of
544 using the roof as a deck and a 100 foot maximum square footage.
545

546 **MOTION:** Laufman motioned to close the public hearing Beaver seconded. All
547 members voting “Aye”, motion carries.
548

549 **Motion:** Laufman motioned that the Commission forward the “Option B”
550 draft ordinance to the City Council with a recommendation of approval as
551 presented, subject to limiting the size of the structure to 100 square feet and
552 requiring a minimum of a 4:12 roof pitch for the structure.
553

554 Swanson seconded the motion. All members voting “Aye”, motion carries.
555

556 **6. New Business**

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558 None.
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560 **7. Old Business**

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562 **a. Ordinance Amendment application 013-18 Resort Expansion**

563 **Applicant: City of Nisswa**
564

565 McGeough indicated the ordinance provided in the packet was the same draft
566 that was forwarded to the Council for their consideration. McGeough noted
567 that the Council expressed concern regarding the provision related to
568 continuous docking spaces.
569

570 Dan Padronos, Gull 4 Seasons Resort, addressed the Commission. Mr.
571 Padronos noted that the requirements of the draft ordinance would have
572 significant bearing on potential expansion of Gull 4 seasons should additional
573 property be acquired. The resort currently has more docking spaces than what
574 would be permitted for the first tier of density. Under the provisions of this

575 ordinance, the resort would not be able to provide additional docking for any
576 new units.

577
578 Laufman indicated that it might be appropriate to maintain the current
579 ordinance language in Subsection “C”, with including the new language
580 pertaining to “Short-term Docking Spaces”.

581
582 **MOTION:** Laufman motioned that the Commission forward the ordinance to the
583 City Council with a recommendation of approval, subject to maintaining the
584 current language of Subsection “C” with the addition of provisions relating to
585 “Short-term Docking Spaces”.

586
587 Swanson seconded the motion. All members voting “Aye”, motion carries.

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590 **8. Planning & Zoning Administrator’s Report**

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a. Permits

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b. Violations

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c. Planning Commission Appointments

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d. Status of Architectural Materials Subcommittee

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McGeough stated the first meeting will be on January 10th.

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e. Comprehensive Plan

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McGeough stated the Council has approved moving forward with the 2018 draft document, staff will work on completing the document by providing exhibits. McGeough indicated that the final document will need to be forwarded to the County for their review and input.

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f. 2018 Planning Activity

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McGeough indicated that 112 land use permits were issued in 2018.

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614 **9. Commission Discussion Items**

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a. Legal Questions

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Due to a conflict, Tom Pearson was unable to speak on this item.

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b. Shoreland Planned Unit Development (Section 4.10.1)

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c. Mobile / Temporary Concession Vendors

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d. Land Use Chart/Storage Building Regulations

625 Nothing discussed at this time for these items.

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628 **10. Future Commission Discussion Items**

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630 Nothing discussed at this time for these items.

631

632 **11. Adjourn**

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634 **Motion:** Jacobson motioned to adjourn the January 8, 2019 meeting, seconded by
635 Swanson. All members voting “Aye”, motion carries

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638

639 Respectfully submitted,

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642 _____
Desmond McGeough, Planning and Zoning Administrator