

**MINUTES
PEQUOT LAKES PLANNING COMMISSION/
BOARD OF ADJUSTMENT
REGULAR MEETING
JUNE 26, 2023**

PRESENT: Chair L. Larson; Planning Commission Members Gonczy, Johnson, E. Larson, Mesa and Norton
ABSENT:

CITY PLANNER: Justin Burslie, Sourcewell

DEPUTY CLERK: Jenny Peterson

COUNCIL LIAISONS: Dan Ronning

1. Call Meeting to Order
1.2 Roll Call

2. Consider Agenda

A motion was made by Planning Commission Member E. Larson, seconded by Planning Commission Member Ellering, to approve the agenda, as presented. Motion carried 6-0.

3. Public Hearings

A motion was made by Planning Commission Member Ellering, seconded by Planning Commission Member E. Larson to open public hearings. Motion carried 6-0.

3.1 Preliminary Plat – Heart of the Good Life, Second Addition – Level Contracting

Mr. Burslie explained the staff report.

Discussion ensued regarding changing the wording for Finding of Fact # 13 regarding park dedication fees.

Staff Findings: Staff provides the following Findings of Fact for consideration by the Planning Commission:

1. The applicant is proposing to create one lot and modify an Outlot within the Heart of the Good Life Development.
2. The property is zoned “Patriot Development.”
3. The land is properly zoned in its natural state for the intended commercial purposes.
4. The proposed lots are vacant.
5. Proposed Lot 1 is 5.1 acres and is located along the east side of the development. The lot contains 191,046 sq ft of buildable area and is adjacent to Larsen Parkway (west) and State Highway 371 (east).
6. The modified remnant lot, “Outlot A” is 63.4 acres and is vacant.
7. The proposed development will be served by the municipal sewer and water as those public utilities are planned to be constructed within the proposed 66’ wide platted public road extension of Larsen Parkway located adjacent to the west of the proposed lot.
8. Lot layouts are compatible with the existing layout of adjoining properties. The proposed layouts will not constrain the future development of adjacent properties.
9. The proposed side lot lines for each of the lots are at right angles to straight road lines or radial to lake shores.
10. The proposed development does not contain any new streets or platted right-of-way.
11. Each of the lots will not require a variance to allow their intended purposes.
12. The proposed development of the subject property is consistent with the following goal contained in the Comprehensive Plan:
 - a. Ensure that new development adds to the character of the community and enhances the sense-of-place. All new developments – including commercial, industrial, residential, mixed use, recreational, or civic – should incorporate Pequot Lakes’ small town feel and cultural heritage in their layout and design.
13. The subject property is owned by the City of Pequot Lakes, applicant is Level Contracting the park dedication fee requirement will apply if project is residential housing.

Planning Commission Direction: The Planning Commission can recommend the City Council approve, deny, or table the Preliminary Plat application.

Staff Recommendation: Staff recommends the application be approved with no conditions of approval.

Planning Commission Member Ellering moved to approve the Preliminary Plat for the Patriot Pines with 13 findings of fact and no conditions of approval, seconded by Planning Commission Member E. Larson. All members voted “aye”. Motion Carried 6-0.

3.2 Final Plat – Heart of the Good Life, Second Addition – Level Contracting

Mr. Burslie explained the staff report.

Staff Findings: Staff provides the following Findings of Fact for consideration by the Planning Commission:

1. The applicant is proposing to create one lot and modify an outlot, "Outlot A", within the Heart of the Good Life Development.
2. The property is zoned "Patriot Development."
3. The land is properly zoned in its natural state for the intended commercial purposes.
4. The final plat of Heart of the Good Life Second Addition is in conformance with the approved preliminary plat of the same name.
5. The design standards of the plat are in conformance with the City of Pequot Lakes Zoning and Subdivision Ordinance.
6. The final plat document has been prepared by licensed land surveyor- Chad Conner, License No, 41643.
7. Dedication to the public and appropriate drainage and utility and drainage easements are included on the final plat.
8. There are no private streets proposed within the plat.
9. There are no private covenants proposed.
10. A title opinion for the development has been previously accepted by the city attorney.
11. There is no financial security required for the plat.
12. A development contract is not required for the plat.
13. A plat check dated _____ from a professional land surveyor (_____) has been submitted.
14. The subject property is owned by the City of Pequot Lakes, applicant is Level Contracting the park dedication fee requirement will apply if project is residential housing.

Planning Commission Direction: The Planning Commission can recommend the City Council approve, deny, or table the Preliminary Plat application.

Staff Recommendation: Staff recommends the application be approved with no conditions of approval.

Planning Commission Member Gonczy moved to approve the Preliminary Plat with 14 findings of fact and no conditions of approval. Planning Commission Member Mesa seconded the motion. All members voted "aye". Motion carried 6-0.

3.3 Ordinance Amendment – Patriot Development

Mr. Burslie explained the staff report.

Discussion ensued regarding the aesthetics of Pequot Lakes, maximum building height in other area cities, and if the height should be changed to 50 ft or 60 ft.

Planning Commission Member Ellering moved to approve the Ordinance Amendment to amend building height - feet maximum, principal structure - feet, maximum from 35 to 60, seconded by Planning Commission Member E. Larson. All members voted “aye” except Planning Commission Member Gonczy opposed. Motion carried 5-1.

4. Open Forum
None

5. New Business
None

6. Old Business
None

7. Approval of Minutes

7.1 Approval of May 22, 2023, Meeting Minutes

A motion was made by Planning Commission Member E. Larson seconded by Planning Commission Member Johnson, to approve the May 22, 2023, Minutes. All members voted “aye”. Motion carried, 6-0.

8. P & Z Administrator’s Report

8.1 Permits and Correspondence

8.2 Potential Violations/Enforcement Actions

9. Adjournment

A motion was made by Planning Commission Ellering, seconded by Planning Commission Member E. Larson, to adjourn the meeting. All members voted “aye”. Motion carried, 6-0.

The meeting was adjourned at 6:28 PM.

Respectfully submitted,

Jenny Peterson
Deputy Clerk