

**MINUTES
PEQUOT LAKES PLANNING COMMISSION/
BOARD OF ADJUSTMENT
REGULAR MEETING
APRIL 2, 2020**

PRESENT: Andrew Birch, Laura Larson, Nathan Norton, Tom Paulbeck, and Wesley Wilson. ABSENT: Mark Hallan and Christopher Savino

CITY PLANNER: Justin Burslie, Sourcewell

ZONING SPECIALIST: Dawn Bittner

PUBLIC HEARING:

APPLICANT: Sharon Thorson

Applicant proposes to operate a Seasonal Outdoor Farmers Market

Mr. Burslie explained the Staff Report. Applicant was present.

PUBLIC COMMENT OPENED:

There was no one from the public present.

PUBLIC COMMENT CLOSED.

Chair Birch was concerned with the condition requiring a 2:00 PM time to close the farmers market. Extended hours could be necessary during an event in town or to accommodate people in the workforce. He suggested 6:00 PM as a closing time.

A motion was made by Planning Commission Member Wilson, seconded by Planning Commission Member Larson, to approve the Conditional Use Permit to operate a Seasonal Farmers Market and adopt Resolution No. 20-12, based on the following Findings of Fact:

1. The conditional use permit request is to allow a seasonal outdoor farmers market in the Downtown Mixed Use zone. The use or development is an appropriate conditional use in the land use zone.
2. The subject property is a conforming parcel. The property contains 988 square foot retail store with 2 decks and a 77 square foot gazebo.
3. The property is served by municipal water and wastewater.
4. The parking requirements of Section 17-7.10 do not apply. Adequate parking spaces are available along Government Drive and Oriole Street.
5. The proposed "use" is considered "Commercial Use (Other, Not Classified)" and requires a conditional use permit.

6. Signage will be applied for under separate Land Use Permit meeting Section 17-7.1 of the City Code.
7. The proposed use, with conditions, conforms to the Comprehensive Plan, which promotes establishment of Community Supported Agriculture operations.
8. The adjacent property to the north and east are also zoned Downtown Mixed Use. The subject property is adjacent to Government Drive on the west and Oriole Street on the south. The conditional use will not impede the normal and orderly development and improvement of surrounding vacant property for uses predominant in the area.
9. The proposed use is compatible with the existing neighborhood, which is a mix of retail, commercial and service uses. The proposed use as a farmers market will only benefit and enhance the character of the neighborhood by offering locally farmed, grown, harvested and produced goods for our community.
10. The proposed use, with conditions, will not be injurious to the public health, safety, welfare, decency, order, comfort, convenience, appearance or prosperity of the City.
11. The conditional use, with conditions, will not be injurious to the use and enjoyment of other property in the immediate vicinity of the subject property.
12. The subject property is accessed via Government Drive and Oriole Street. There will not be a significant increase in traffic due to the proposed use, as customers for farmers markets are transient in nature and shouldn't occupy parking spaces for a long period of time. The public cost for facilities and services for the proposed development will not be detrimental to the economic welfare of the community.
13. The proposed use, with conditions, will not generate any offensive odor, fumes, dust, noise or vibrations that will be a nuisance to neighboring properties.
14. The proposed use will not destroy any natural or scenic features. There are no known historical features of major significance on the subject property.
15. The proposed use, with conditions, will not impact ground and surface waters.

And subject to the following Conditions:

1. The property shall maintain a neat and orderly appearance.
2. The farmers market may operate one day per week from May 1 to October 31 and hours of operation shall be no earlier than 7:00 AM and no later than 6:00 PM.
3. Vendors shall not park on Government Drive; vendor parking shall be on a side street.
4. Signage shall be permitted by separate application.
5. All tents shall be disassembled and stored out of sight from the public right-of-way and adjacent properties after each event is held.
6. Tables, chairs and other temporary items associated with the farmers market shall be stored out of sight from the public right-of-way and adjacent properties after each event is held.

Roll Call Vote: Birch – Aye; Larson – Aye; Norton – Aye; Paulbeck – Aye; Wilson – Aye. Motion carried (5 – 0).

ADDITIONS OR DELETIONS TO AGENDA: None.

OPEN FORUM: None.

NEW BUSINESS:

a. SolSmart Designation, Discussion

Chair Birch explained SolSmart is an opportunity for the community to tap into a set of resources to refine our policies as it revolves around solar energy. The City did use some of their resources when we drafted the solar ordinance. Applying also would get the City recognition and would give the City to additional levels of technical assistance. It is a free program.

A motion was made by Planning Commission Member Norton, seconded by Planning Commission Member Wilson, to recommend the City Council adopt the SolSmart designation for the City.

Roll Call Vote: Birch – Aye; Larson – Aye; Norton – Aye; Paulbeck – Aye; Wilson – Aye. Motion carried. (5 – 0)

b. Main Street Gateway, Discussion

Mr. Burslie explained that review of the gateways into Pequot Lakes is a project priority for this year for the Planning Commission. He further explained the list of improvements for the Planning Commission to consider. By meeting remotely, it will be difficult to have productive discussions but asked the Commission Members to consider improvements and be ready to discuss when we can meet together.

A motion was made by Planning Commission Member Wilson, seconded by Planning Commission Member Larson, to table the gateway discussion until a later date when we can meet together.

Chair Birch pointed out the next item on the Agenda is the Downtown Plan Update which is another topic that needs productive discussion and input from all Members.

Planning Commission Member Wilson amended his motion to include also tabling the Downtown Plan Update discussion to a later date when we can meet together. Planning Commission Member Larson seconded the amendment.

Roll Call Vote: Birch – Aye; Larson – Aye; Norton – Aye; Paulbeck – Aye; Wilson – Aye. Motion carried. (5 – 0)

OLD BUSINESS:

a. Downtown Plan Update – Neighborhood Evaluation

APPROVAL OF MINUTES:

A motion was made by Planning Commission Member Norton, seconded by Planning Commission Member Larson, to approve the February 20, 2020 Minutes.

Roll Call Vote: Birch – Aye; Larson – Aye; Norton – Aye; Paulbeck – Aye; Wilson – Aye. Motion carried. (5 – 0)

P & Z ADMINISTRATOR’S REPORT:

Bittner pointed out the one permit issued and the two letters sent.

ADJOURNMENT:

The meeting was adjourned at 6:45 PM.

Respectfully submitted,

Dawn Bittner
Zoning Specialist