

APPROVED
Minnetonka Beach Planning Commission Meeting Minutes
September 27, 2021

1. Call to Order

City Administrator called the meeting to order at 7:00 pm and stated the chair's term expired and vice chair is absent. Per the Planning Commission Rules of Procedure, the commissioners must appoint a temporary chair to start the meeting. The commissioners named Commissioner Breazeale as temporary Chair.

2. Oath of Office – Joe Steinfeld

Steinfeld was sworn into office by Administrator Honey.

3. Roll Call

Present: Commissioners Anderson, Breazeale, Halverson, Steinfeld, Swanson and Council Liaison Enlow. Absent: Vice Chair Moriarty
Staff in attendance: Heidi Honey, City Administrator

4. Approve Agenda

The variance request for consideration and public hearing was withdrawn.

(Halverson motion, Steinfeld second to approve the agenda. All Ayes;). Motion passed.

5. Election of Officers

Commissioners discussed the Rules of Procedure and that there are seven members, and one member (member number eight) is a council liaison. Honey stated that Vice Chair Moriarty asked her to communicate that he does not have time to serve as chair or vice chair. Anderson nominated Breazeale as Planning Commission Chair. She stated he is efficient and effective as a leader. He is well prepared for each meeting and reads ordinances in advance of meetings for variance discussions. He does not have biases and will allow for full discussion in an efficient manner. He knows the community well.

(Anderson motion, Swanson second to approve Jeff Breazeale as Chair of the Planning Commission. All Ayes; Nays: none). Motion passed.

(Anderson motion, Steinfeld second to approve Jennifer Halverson as Vice Chair of the Planning Commission. All Ayes; Nays: none). Motion passed.

6. Approve Minutes: August 23, 2021

(Halverson motion, Anderson second to approve the minutes of the regular Planning Commission meeting of August 23, 2021. All Ayes; abstain: Breazeale – he did not attend the meeting). Motion passed.

7. Public Hearing – 3040 Northview Road.

Honey stated the applicant withdrew the application prior to the meeting. Honey stated that the applicant has decided to replace a retaining wall in the exact same size and location and other work not needing a variance.

Breazeale opened the public hearing at 7:09pm to allow comment from anyone still wishing to comment.

Nell Mathews – 2643 Arcola Lane – Mathews gave a brief history of the property and stated it was at 30% hardcover prior to these requests and asked that any work have a survey that shows all existing hardcover on the property.

Breazeale closed the public hearing at 7:11pm.

8. Old Business

8.1. Tree Preservation Ordinance Update

Enlow explained that the city council passed an interim ordinance for a moratorium on tree removals and that there is a waiver application for certain situations. The process would be similar to the variance process and after Planning, it would go on Council's consent agenda. The ordinance applies to significant trees (deciduous over 6" diameter or coniferous over 12' tall). A site plan would be required for all waiver applications which show the location and documentation of trees to be removed and replacement trees will be required in most situations. There will be a public hearing at a future Planning Commission meeting. Commissioners discussed the process, penalties and enforcement.

9. Reports

9.1. Chairperson – no report

9.2. Commissioner Reports – Anderson discussed construction vehicles parking on Northview Rd for building projects in Orono. She said Orono collects an escrow for projects and suggested the city receive some of the funds to fix damage to city right of way. The projects are frequent and there is always damage. Honey suggested they take photos showing the contractor trucks and damage. Commissioners then discussed a parking complaint where Huntington Point Roads east and west meet. There are many parking problems there and the school bus has trouble getting through. Honey suggested that council will discuss the complaint and decide if they refer it to Planning or make a decision on their own.

9.3. Council Liaison Enlow – Enlow reviewed the 9/13/2021 Council meeting actions.

9.4. Building Permit Report – Honey will send to the commissioners.

10. ADJOURNMENT

(Halverson motion, Anderson second to adjourn; All ayes ; Nays: none). Motion passed.

Chair Breazeale adjourned the meeting at 7:39 p.m.

PUBLIC IN ATTENDANCE – The following individuals were in attendance: Nell Mathews

Minutes respectfully submitted by City Administrator Heidi Honey.

Heidi Honey, City Administrator