

APPROVED  
Minnetonka Beach Planning Commission Meeting Minutes  
March 18, 2019

1. Call to Order

Chair Haag called the meeting to order at 7:00 pm.

2. Roll Call

Present: Chair Haag, Vice Chair Moriarty, Commissioners Anderson, Halverson, and Council Liaison Enlow. Absent: Breazeale, Howarth, Naylor

Staff in attendance: Susanne Griffin, City Administrator

3. Approve Agenda

**(Anderson motion, Moriarty second to approve the agenda; all ayes). Motion passed.**

4. Approve Minutes: February 26, 2019

**(Halverson motion, Moriarty second to approve the minutes of the regular Planning Commission meeting of February 26, 2019 amending page 3 of the minutes, last sentence of paragraph three should read “Moriarty stated that ~~is still an issue with the stop sign at the corner of Huntington Point Rd. W. and Lafayette Road~~ views are obstructed when vehicles are parked”; all ayes).**

Motion passed.

**5. OLD BUSINESS**

5.1. Transportation Study – Outstanding Issues/Parking Survey:

Administrator Griffin stated she created an historical document stating the background of the Transportation Study since it began in 2015. The actions taken on the issues were documented in a spreadsheet also in the packet. The spreadsheet lists each item, what action was taken by Planning Commission and the City Council.

Commissioners discussed parking issues. The packet included information from a number of other lake area cities about parking and parking restrictions. Commissioners discussed the city-wide permit parking issue and why it was opposed.

Council Liaison Enlow suggested an interim measure and that is to deal with the known problem near the swimming beach and extend the permit parking further along Lafayette Road possibly to Half Moon Park.

Resident Nell Mathews stated that on Arcola Lane it would be difficult to restrict parking due to delivery trucks who must park on the grassy area near the road because the street is so narrow. She thinks it would be onerous to restrict parking city wide in certain areas and would suggest dealing only with the problem areas.

Enlow suggested that if the Planning Commission holds a public hearing it should be specifically about the extension of the permit parking along Lafayette Road to the Half Moon Park area.

If other parking issues come up at the hearing, the commission would take that into consideration also. A map of the area would be provided at the hearing. Commissioners discussed other potential problem areas but didn't add any areas to the hearing topic.

**(Moriarty motion, Halverson second to recommend extending permit parking on Lafayette Road from 2200 Huntington Point Road West to approximately 2505 Lafayette Road and hold a public hearing on the recommendation at the April 22, 2019 Planning Commission meeting. All ayes.)**  
Motion passed.

Mayor Lindstrom suggested that affected residents be notified of the hearing. A notice will be sent to Whitaker, Moriarty, Middendorf and Sharma.

## 5.2. Planning Commission Work Program – Zoning Code Priority List

Commissioners discussed the list of priorities approved by the city council last April after the zoning code recodification. The list can be updated to note that detached garage height has been completed.

Commissioners discussed outdoor storage and what the issue was which had to do with screening of outdoor items stored on property. Resident Nell Mathews suggested that the Commission review the existing code language on outdoor storage to determine if it is an enforcement issue. Chair Haag will reach out to the resident who raised this issue before the next meeting to clarify the problem.

Anderson stated that regarding the regulations relating to the trail, she recalls that there was an agreement reached by Three Rivers and the City. Administrator Griffin stated there is a Construction and Performance Agreement in the file and it can be distributed to Commissioners for the next meeting.

Commissioners discussed minimum floor standards and agreed that no further action need be recommended as this was likely in reference to tiny homes which doesn't appear to be a problem in Minnetonka Beach.

Commissioners discussed that Planned Unit Development changes would only be necessary if the Lafayette Club ever proposed a development.

Commissioners discussed gravel driveways and they didn't feel this was an issue either.

Council Liaison Enlow stated that regarding fences, it's more an issue of setbacks and not height. She also planned to discuss this later in the meeting as it was referred to the Planning Commission at the last council meeting.

Changes to the Planning Commissioner Work Program regarding the Zoning Ordinance and list as approved by the City Council on April 9, 2018 were as follows:

### **Priority One**

1. Patio Setbacks – April 9, 2018 City Council action: hold on this topic until the Mathews/Hacker lawsuit is settled.
2. Detached garages and other Accessory Structures – height standards **COMPLETE**

### **Priority Two**

1. Enhance Outdoor Storage with “beauty of city” in mind – Chair Haag to follow up with resident

### **Moderate to Low Priority**

1. The commission may look at whether additional regulations are needed to control the permitted Regional Trail use – Commissioners to review Dakota Rail Regional Trail Construction and Performance Agreement
2. Planned Unit Developments – review as necessary

### **No Further Action Recommended**

1. Specialized Lakeshore Setbacks
2. Home Occupations
3. Minimum standards for floor area and width of dwellings (review language from other cities)
4. Gravel driveways

### **Referral to Park Commission**

1. tree Preservation regulations may be examined in the future – already in scope for Park Commission

## **In Progress**

1. Sign Ordinance – refer to city attorney for review to make as restrictive as possible for “advertising” signs - **COMPLETE**
2. Fence Height – and landscaping setback regulation currently under review as referred by the City Council on March 11, 2019

## **6. NEW BUSINESS**

- 6.1. 2020 – 2024 Capital Improvement Program – Appoint Member in Charge and Approve Schedule

Commissioner Anderson volunteered to be appointed as Member in Charge and oversee the Capital Improvement Program process.

**(Moriarty motion, Halverson second to appoint Commissioner Anderson as the Member in Charge of the 2020 – 2024 Capital Improvement Program. All ayes.)** Motion passed.

Administrator Griffin also explained that she is suggesting a slightly different process that includes another level of review of the draft by having the chairs of the committees and commissions meet prior to the CIP public hearing that is held to get input on the plan before going to the City Council.

Mayor Lindstrom explained that the process is being updated to create more clarity of the requests so that when the program gets to the City Council it has been more thoroughly vetted and discussed.

**(Moriarty motion, Anderson second to approve 2020 – 2024 Capital Improvement Program schedule. All ayes.)** Motion passed.

### 6.2. City Council Referral – Landscaping and Fences near Lot Lines

Council Liaison Enlow explained that she brought this issue to the city council. She first asked the zoning administrator what the existing restrictions on landscaping were and was told that there were no restrictions on where landscaping can be planted. She explained her experience with a neighbor which raised the question about the City’s restrictions on where landscaping can be planted particularly near lot lines. She brought the issue to the City Council who agreed that the issue should be referred to the Planning Commission for review. They also decided to add a review of setbacks on fences along lot lines. It was noted that landscaping can impact lake views and questioned whether residents should be able to plant within the lakeshore setback. Commissioners reviewed the current setback regulations in chapter 3 of the zoning code which were provided to commissioners at the meeting.

Resident Nell Mathews stated she thinks planting to the lakeshore is contrary to the comprehensive plan which emphasizes open space and she stated it was a safety issue if emergency responders can’t get through to the victim due to brush. She suggested that landscaping not be allowed in the Lakeshore Setback.

Commissioners then discussed property rights and the difficulty in defining landscaping making it difficult to enforce. Council Liaison Enlow questioned whether landscaping should stop at the lakeshore setback as it blocks lake views. Height could be an issue too.

Commissioner Anderson isn’t aware that this has been a problem in the community. Resident Mathews suggested that the Commission seek input from a professional. She also asked if mirroring the language on fences would be appropriate. Council Liaison Enlow proposed exploring language that would expand the fencing language to cover trees and shrubs.

Commissioner Halverson raised the issue of consenting neighbors and why the City would want to get involved in these situations. This could be a problem with future owners. Commissioner Moriarty asked about language that trees and shrubs should be planted completely on own property. He pointed out that many residents plant landscaping all down to the lake, but they are wider lots. Moriarty also mentioned enforcement could be an issue later on in terms of keeping track of when things were planted (i.e. pre or post ordinance change).

Chair Haag pointed out that other cities did not have restrictions on landscaping. Council Liaison Enlow asked if she could come back to the Commission with a proposal for discussion at the next meeting. She will work with the zoning administrator on possible code language.

## **7. Reports**

- 7.1. Chairperson – Chair Haag had no report – Vice Chair Moriarty attended the Council meeting where he went through the last two zoning code amendments (green roofs and detached garage height) and they were approved
- 7.2. Commissioner Reports- No additional report
- 7.3. Council Liaison Enlow reported on actions of the March 11, 2019 City Council meeting including Finance Management Plan, 2018 Audit report which was clean and unmodified and showed the reserves as of 12/31/18, discussed a possible excess reserve policy, and financial planner suggested doing that as part of the upcoming bonding process, discussed financing plan for 2019 Infrastructure Projects, Mayor Lindstrom secured seven easements, Pottebaum request for accessible deck and dock committee possible solutions, Council did not approve resolution to submit DNR grant request for 10 foot wide paved trail – instead agreed with Park Commission recommendation for 5 foot gravel trail and directed city engineer to prepare a proposal, approved city computer upgrade request, Pebble Beach final plat completed, Newcomers and Progressive dinner Civic events coming up, Steve Howarth appointed chair of the LMCC.
- 7.4. Building Permit Report – Received and filed.

## **8. ADJOURNMENT**

**(Anderson motion, Halverson second to adjourn; all ayes). Motion passed.**

Chair Haag adjourned the meeting at 8:39 p.m.

PUBLIC IN ATTENDANCE – The following individuals signed the sign-in sheet (or were in attendance):  
Nell Mathews

Minutes respectfully submitted by City Administrator Susanne Griffin.

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Susanne Griffin, City Administrator