

MEETING MINUTES (Final)

Birchwood Planning Commission Regular Meeting

City Hall - 7:00 PM Regular Meeting 6/27/2024

Submitted by Michael Kraemer – secretary

COMMISSIONERS PRESENT: — Andy Sorenson - Chairman, Michael Kraemer, Casey Muhm, Michelle Maiers-Atakpu

COMMISSIONERS ABSENT: Michael McKenzie

OTHERS PRESENT: Council Member Ryan Hankins, Ben Wikstrom – City Planner, Carson Schifsky

TO ORDER: Meeting called to order by Chairman Andy Sorenson at 7:00 PM.

1. PUBLIC FORUM

a. none

2. APPROVE AGENDA

a. Motion by Maiers-Atakpu, 2nd by Muhm to approve agenda as presented. Vote: Yes -4, No – 0. Motion passed.

3. REGULAR AGENDA

a. Item A – Review/Approve May 23, 2024 Planning Commission Meeting Minutes.

i. Motion by Muhm, 2nd by Maiers-Atakpu to approve the minutes. Vote: Yes – 4, No – 0, Motion passed.

b. Item B – 24-01-VB (425 Lake) Variance

1. Review and Discuss Variance Application –

a. Carson Schifsky – Schifsky Companies was present representing the property owners at 425 Lake Ave and presented the details of the additional information supplied in the meeting packet for variance 24-01-VB.

i. Variance 24-01-VB requested variance from Village Code 302.020 STRUCTURE LOCATION REQUIREMENTS prohibiting retaining walls within 50’ of the OHW of White Bear Lake.

1. Variance requested variation to allow construction of boulder retaining wall to be built 15 feet back (7 feet tall) and 10 feet stepped wall (4 feet tall) from OHW to stabilize the existing bank and slope and prevent

- ix.* The variance was evaluated on its own merits and the decision was not influenced by input from outside parties.
- x.* The proposed wall construction and resultant site is a reasonable use for the property under the terms of the Zoning Code.

b. Planning Commission **Recommendation:**

- i.* The City Council consider granting the variance with conditions. Advisory Planning Commission vote: Yes – 4, No – 0.

- ii.* Recommendation of approval of the variance is contingent on compliance with the following conditions.

1. The applicant receives approval of all necessary jurisdictional permits.
2. Applicant secure all applicable construction permits for the wall and stairway.
3. The applicant receives approval of the design parameter, calculations, and plans by the City engineer, City planner, and City building official as applicable.
4. Stairway and landing reconstruction shall meet all code requirements.
5. No increase in runoff onto adjacent properties.

c. ORD 2024-06-03 (302.017) Lot Merge Requirement

- i.* Planning Commission **Recommendation:**

1. After considerable discussion with the City Planner the Planning Commission recommendation was to stay with existing Code sections related to “Non-conforming Lots”, and “Lot of Record” to effect resolution of these matters and not adopting this new code segment.

ADJOURN 8:44 PM

d. Motion by Motion by Maiers-Atakpu, 2nd by Muhm to adjourn meeting. Vote: Yes - 4, No – 0. Motion passed.