

**Minnetonka Planning Commission  
Minutes**

**Jan. 18, 2024**

**1. Call to Order**

Chair Sewall called the meeting to order at 6:30 p.m.

**2. Roll Call**

Commissioners Banks, Hanson, Maxwell, Powers, Waterman and Sewall were present. Henry was absent.

Staff members present: City Planner Loren Gordon and Assistant City Planner Susan Thomas.

**3. Approval of Agenda**

***Powers moved, second by Banks, to approve the agenda as submitted with the removal of Item 8A, floodplain setback variance for an addition at 5516 Tamarack Circle, in response to the applicant's request to withdraw the item as provided in the change memo dated Jan. 18, 2024.***

***Banks, Hanson, Maxwell, Powers, Waterman and Sewall voted yes. Henry was absent. Motion carried.***

**4. Approval of Minutes: Jan. 4, 2024**

***Hanson moved, second by Maxwell, to approve the Jan. 4, 2024 meeting minutes as submitted.***

***Banks, Hanson, Maxwell, Powers, Waterman and Sewall voted yes. Henry was absent. Motion carried.***

**5. Report from Staff**

Gordon briefed the commission on land use applications considered by the city council at its meeting on Jan. 8, 2024:

- Adopted an ordinance amending the city code section 710.05 regarding fees, including those for licensing, building code and land-use applications.
- Adopted a resolution approving a conditional use permit and floodplain alteration permit for an attached accessory dwelling unit at 19102 Covington Road.

Gordon thanked Powers for his service on the planning commission since October 15, 2015. Powers felt honored to work with commissioners and staff. He was confident he was leaving the commission in good hands. He loves the city and is proud to have been

a part of the commission. He learned a great deal from Gordon and Thomas. Commissioners expressed their appreciation for Powers' service and his genuine interest in people.

**6. Report from Planning Commission Members:** None

**7. Public Hearings: Consent Agenda:** None

**8. Public Hearings**

**A. Floodplain setback variance for an addition at 5516 Tamarack Circle.**

This item was withdrawn from the agenda as requested by the applicant.

**B. Preliminary plat of Oberg Estates, a two-lot subdivision, at 2203 Oakland Road.**

Chair Sewall introduced the proposal and called for the staff report.

Thomas reported. She recommended approval of the application based on the findings and subject to the conditions listed in the staff report.

The public hearing was opened. No testimony was submitted and the hearing was closed.

Powers supports the proposal. The proposal makes a lot of sense and meets all ordinance requirements.

Chair Sewall recommended straightening the driveway on the north lot instead of it wrapping around. Thomas clarified that the driveway shown is the existing driveway. The location of the driveway would be reviewed during the building permit process.

***Powers moved, second by Hanson, to recommend that the city council adopt the resolution approving the preliminary plat of Osberg Estates, a two-lot subdivision, at 2203 Oakland Road.***

***Banks, Hanson, Maxwell, Powers, Waterman and Sewall voted yes. Henry was absent. Motion carried.***

Chair Sewall stated that this item is scheduled to be reviewed by the city council at its meeting on Jan. 29, 2024.

**9. Adjournment**

*Hanson moved, second by Maxwell, to adjourn the meeting at 6:55 p.m. Motion carried unanimously.*

By: \_\_\_\_\_  
Lois T. Mason  
Planning Secretary