

**Minnetonka Planning Commission  
Minutes**

**March 3, 2016**

**1. Call to Order**

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

**2. Roll Call**

Commissioners Odland, Calvert, Knight, and Kirk were present. O'Connell, Powers, and Hanson were absent.

Staff members present: City Planner Loren Gordon and Senior Planner Ashley Cauley.

**3. Approval of Agenda:** The agenda was approved as submitted.

**4. Approval of Minutes:** February 18, 2016

*Odland moved, second by Knight, to approve the February 18, 2016 meeting minutes as submitted.*

*Odland, Calvert, and Knight voted yes. O'Connell, Powers, and Hanson were absent. Kirk abstained. Motion carried.*

**5. Report from Staff**

Gordon briefed the commission on land use applications considered by the city council at its meeting of February 29, 2016:

- Adopted a resolution approving zoning ordinance amendments related to definitions and lot width for R-1A zoning districts.
- Reviewed a concept plan for Lecesse Apartments.

The planning commission will have a meeting and training session March 17, 2016 and the next regular planning commission meeting will be March 31, 2016.

**6. Report from Planning Commission Members**

Calvert attended the Minnetonka citizen's academy. She highly recommends it. Minnetonka is a great city to live in.

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

**8. Public Hearings**

**A. Expansion permit to increase the height of a detached, nonconforming garage at 16560 Grays Bay Boulevard.**

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

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

Nicole Stone, 16560 Grays Bay Boulevard, applicant, explained that there is a finished area above the garage that her husband hopes to use as an office. The roof is almost flat which caused water damage. The roofing company suggested creating a pitch to prevent leaks. A bathroom may be considered in the future.

In response to Chair Kirk's request, Cauley explained that ordinance allows accessory dwelling units only within the principle structure of the house.

Knight was concerned with carbon monoxide being a hazard to someone in the space. Ms. Stone explained that the garage is mainly used for storage. A vehicle may be parked there occasionally. Gordon stated that the building code would address vapor barriers if required.

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

Calvert thought that the proposal would be a cosmetic improvement. Removing the lean-to would provide better visibility and fixing the stairway is a safety and cosmetic issue. The new trusses would help support the walls. She felt it would be an improvement to the structure.

Chair Kirk asked if the chimney is attached to a fireplace. Ms. Stone answered affirmatively. Chair Kirk noted fireplace regulations.

Chair Kirk agreed that removing the lean-to and fixing the roof's structural problems would be improvements.

***Odland moved, second by Knight, to adopt the resolution on pages A10-A13 of the staff report which approves an expansion permit to increase the height of a detached structure at 16560 Grays Bay Boulevard.***

***Odland, Calvert, Knight, and Kirk voted yes. O'Connell, Powers, and Hanson were absent. Motion carried.***

Chair Kirk stated that an appeal of the planning commission's decision must be made in writing to the planning division within 10 days.

**B. Variances to allow construction of a second-story addition to the house at 2513 Bantas Point Lane.**

Action on this item was postponed due to the lack of members required to render a decision.

**9. Elections**

***Calvert moved, second by Knight, to elect Kirk to serve as chair of the Minnetonka Planning Commission for 2016. Odland, Calvert, Knight, and Kirk voted yes. O'Connell, Powers, and Hanson were absent. Motion carried.***

***Knight moved, second by Calvert, to elect Odland to serve as vice chair of the Minnetonka Planning Commission for 2016. Odland, Calvert, Knight, and Kirk voted yes. O'Connell, Powers, and Hanson were absent. Motion carried.***

**10. Elections**

***Odland moved, second by Calvert, to adopt the Minnetonka Planning Commission bylaws as attached for 2016. Odland, Calvert, Knight, and Kirk voted yes. O'Connell, Powers, and Hanson were absent. Motion carried.***

**11. Adjournment**

***Odland moved, second by Knight, to adjourn the meeting at 7:05 p.m. Motion carried unanimously.***

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