

**CITY OF BATTLE LAKE
PLANNING COMMISSION**

The Battle Lake Planning Commission met Tuesday, December 6, 2016 at 7:00 pm at City Hall. Present were Commissioners Gary Dirckx, Steve Seufert, Chuck Reeve, and Don Maslow.

The meeting was called to order by Chairman Dirckx.

Maslow made a motion to reconvene the meeting (due to the weather) until Thursday, December 8, 2016 at 7:00 p.m. Seufert seconded. MCU

Adjourn 7:05 p.m.

The Battle Lake Planning Commission reconvened the December 6, 2016 meeting on Thursday, December 8, 2016 at 7:00 p.m. at City Hall. Present were Gary Dirckx, Bev McAllister, Mike Adkins, Chuck Reeve, and Don Maslow. Absent were Steve Seufert and Dave Tomhave. Also present were Val Martin, Clerk/Treasurer/Zoning Official, Robert Wright and Glenn Howe.

Chairman Dirckx called the meeting to order.

McAllister moved to approve the agenda. Maslow seconded. MCU

Maslow moved to approve the minutes. Adkins seconded. MCU

Chairman Dirckx opened the public hearing on the request for a Preliminary Plat:

Robert G. & Dorothy S. Wright, Trustees, Wright Family Revocable Living Trust for a 2 lot subdivision to be known as Wright's First Addition to Battle Lake (2.85 acres within Government Lot 2, Section 3, Township 132, Range 40, City of Battle Lake, Otter Tail County, MN – Street Address: 507 Front Street)

Martin and Surveyor, Glenn Howe, explained the request. Martin stated she had a couple questions related to the plat – one being the concern on the buildable area. The area by the lake may not be buildable, as it is, but there are other areas on the property that are buildable, this would satisfy the requirement. If someone wanted to building on the area that is below the elevation needed, they can apply for a conditional use permit. There was a discussion on the shared driveway and whether an easement needed to be recorded after the final plat. Commissioners felt it does need to be recorded right away.

The owner has interest in annexing the small portion of the two lots that are in Clitherall Township into the City limits. Martin is working with City attorney, JJ Cline on the process.

Martin stated that the plat does follow the requirements of the subdivision ordinance and would recommend the Planning Commission vote to recommend to the council that the preliminary plat be approved, contingent on the driveway easement being recorded with the final plat. McAllister made this a motion. Adkins seconded. MCU

Terms are expiring for some of the planning commission members. Mike Adkins does not want to continue his term due to hearing issues. McAllister would be willing to fill his term which goes until 12/31/2018. Maslow would like to continue on the Planning Commission.

A variance request from Battle Lake Oasis was on the agenda. The property owners were not available to attend. Adkins moved to table the variance request. Reeve seconded. MCU Martin will compose a letter extending the 60 day rule.

Adjourn – 7:55 p.m.