



**AGENDA
PLANNING COMMISSION OF THE
CITY OF WHITE BEAR LAKE, MINNESOTA
MONDAY, FEBRUARY 28, 2022
7:00 P.M. IN THE CITY HALL COUNCIL CHAMBERS**

1. CALL TO ORDER AND ATTENDANCE

2. APPROVAL OF AGENDA

3. APPROVAL OF THE MINUTES

- A. Minutes of the Planning Commission meeting on January 31, 2022

4. CASE ITEMS

- A. **Case No. 22-2-V:** A request by **Tyler & Sara Pitlick** for a 31.5 foot variance from the 35 foot side yard abutting a right-of-way setback, per Code Section 1303.040, Subd.5.c.1, in order to expand the single family residence northward by 22 feet to allow for the construction of an addition 3.5 feet from the street side lot line at the property located at 4264 Cottage Park Road.

5. DISCUSSION ITEMS

- A. Housing Task Force Report Presentation
- B. City Council Meeting Summary of February 8, 2022
- C. Park Advisory Commission Meeting of November 17, 2021 – Not Available.

6. ADJOURNMENT

Next Regular City Council Meeting March 8, 2022
Next Regular Planning Commission Meeting March 28, 2022



**MINUTES
PLANNING COMMISSION MEETING
OF THE CITY OF WHITE BEAR LAKE, MINNESOTA
MONDAY, JANUARY 31, 2022
7:00 P.M. IN THE COUNCIL CHAMBERS**

1. CALL TO ORDER AND ATTENDANCE

Chair Ken Baltzer called the meeting to order at 7:00 p.m.

MEMBERS PRESENT: Mike Amundsen, Ken Baltzer, Jim Berry, Mark Lynch, Erich Reinhardt and Andrea West

MEMBERS ABSENT: Pamela Enz

STAFF PRESENT: Anne Kane, Community Development Director, Samantha Crosby, Planning & Zoning Coordinator, and Ashton Miller, Planning Technician

OTHERS PRESENT: Keith & Cheryl Hisdahl, Steve and Joanne Anderson, Kurt Carpenter, Derek Gallagher, Melinda Monigold, Jeff McDonell, Carly Rae, and Ralph Talbot

2. APPROVAL OF AGENDA

It was moved by Member **Berry** seconded by Member **Lynch**, to approve the agenda as presented.

Motion carried, 6:0

3. APPROVAL OF THE MINUTES

A. Minutes of November 29, 2021

It was moved by Member **Amundsen** seconded by Member **West**, to approve the minutes of the November 29, 2021 meeting as presented.

Motion carried, 6:0.

4. CASE ITEMS

A. Case No. 21-1-P & 21-2-PUD: A request by **Jeff McDonnell / Tice Estate** for a Preliminary Plat, per Code Section 1402.020, to subdivide one parcel into six lots, and a Planned Unit Development, per Code Section 1301.070, in order to construct four twin homes at the property located at 1788 Highway 96 E.

Crosby discussed the case, providing an update on the 5th Avenue right-of-way matter. After holding a public hearing and receiving a determination from the City Attorney that the City continues to hold 5th Avenue right-of-way south of the north side of Clarence

Street, the City Council decided no action was needed. Staff also added two conditions regarding the front façade of the homes in an attempt to address the Commissioners concerns regarding appearance. Staff recommended approval of the request subject to the revised conditions.

In response to a question from Member Lynch, Crosby confirmed that the property has a right to access Clarence Street. Member Lynch sought clarification regarding staff's statement that two units must be rentals if not for the flexibility granted by the Planned Unit Development (PUD).

Crosby explained that if the lots were split traditionally, as opposed to the envelope lots proposed, the land and building would be owned by one entity, so by default, the second unit would be a rental. The PUD allows flexibility almost like a condominium where the building is split and each half of the duplex can be individually owned.

Member Lynch responded with a question as to whether the lot could be split more traditionally and still allow for each unit to be individually owned. Kane replied that the Code currently requires duplexes in the R-4 zoning district to be on 80 foot wide lots and does not anticipate subdividing that into two 40 foot wide lots to allow for individual ownership. That option is only available through the PUD flexibility.

Member West asked for more information regarding the proposed five foot setback on the east side that staff is not supporting. Crosby stated that, as proposed, there is a fifteen foot setback between the buildings. There is no minimum setback required between structures, so the buildings could be closer together more to achieve the required ten foot setback along the east property line.

Member Berry commented that he does not believe the project fits the character of the surrounding neighborhood. The one-car garages and unit types do not match what is found in the neighborhood.

Member Lynch agreed with Member Berry, noting that he thinks the proposal is too dense. He would support the project if there was higher density residential close by, but the neighborhood is comprised of mostly single-family homes.

Member West expressed her support for the project, explaining that the City needs more housing like what is being proposed. She finds that the design does fit in with the character of the community.

Member Amundsen stated that neighborhoods change and he thinks the proposal is good because it is small incremental change; it is not a twenty unit apartment or large development. The City needs smaller square foot units as proposed.

Member Berry stated that this proposal will put more cars on the street. There is no way to guarantee the units will be bought by couples looking to downsize, the clientele the applicant originally described as likely inhabitants of the units. He believes that there will probably be young couples looking to buy and they will have more than one car, so the one-car garages will not be sufficient. The small cul-de-sac will only be able to hold a few cars. He added that the development will be in the way of residents who use the property to access the park to the west. He is unaware of any rental units in the neighborhood. A more traditional plat could supply affordable housing with rental units.

Member West commented that she did not think too many extra vehicles would be generated from the development based on experience in her own neighborhood.

Member Baltzer stated that when the proposal first came forward, the public hearing was greatly attended by members of the neighborhood who were adamantly against the proposal. This is not an easy decision and he was unsure on how he would vote.

Member Lynch reiterated that he is not against development of the property, he just thinks this proposal is too dense for the area.

It was moved by Member **West** to recommend approval of Case No. 21-1-P & 21-2-PUD, seconded by Member **Amundsen**.

Motion failed, 2:4. Members Reinhardt, Berry, Baltzer and Lynch opposed.

- B. Case No. 21-20-V:** A request by **Keith Hisdahl** for a five foot variance from the ten foot setback required from a drive aisle, per Code Section 1202.040, Subd.2.b.1, in order to construct a freestanding monument sign with a dynamic display five feet from the drive aisle at the property located at 1978 Highway 96 E.

Crosby discussed the case. Staff recommended approval of the request with the deletion of condition number four, since the design has changed to combine the dynamic and static portions of the sign.

Member Baltzer opened the public hearing.

Keith Hisdahl, 1977 Highway 96 E, applicant, stated that he thinks they have a really nice building and he has put a lot of money into the landscaping. He does not want to put the sign in the middle of the rain garden; he would prefer it to the side to enhance the garden.

Member Baltzer closed the public hearing.

It was moved by Member **Lynch** to recommend approval of Case No. 21-20-V, seconded by Member **Reinhardt**.

Motion carried, 6:0.

- C. Case No. 22-1-V:** A request by **Steve Anderson** for a two foot variance from the five foot side yard setback, per Code Section 1302.030, Subd.4.e, and a seven foot variance from the twenty foot rear yard setback, per Code Section 1302.030, Subd.4.h.2, in order to demolish and reconstruct a new detached garage at the property located at 4881 Johnson Avenue.

Miller discussed the case. Staff recommended approval of the request.

Member Baltzer opened the public hearing.

Steve Anderson, 4881 Johnson Avenue, applicant, thanked the Commissioners for hearing his request and staff for the support.

Member Amundsen commended the applicant's efforts to measure the neighboring driveways, stating it helped his understanding of the neighborhood.

Member Baltzer closed the public hearing.

It was moved by Member **Amundsen** to recommend approval of Case No. 22-1-V, seconded by Member **Lynch**.

Motion carried, 6:0.

- D. Case No. 22-3-V:** A request by **Cabin 61** for a two foot height variance from the four foot fence height limit, per Code Section 1302.030, Subd.6.h.7 and a 37.5 foot variance from the 75 foot required setback from the Ordinary High Water Level, per Code Section 1303.230, Subd.5.a.3, in order to retain a six foot fence and unenclosed deck at the property located at 4150 Hoffman Road.

Kane discussed the case, providing background information on how the City has been working with Cabin 61 since the onset of the pandemic to administratively approve these projects. Staff recommended approval of the request.

Member Lynch commented that the fence did not appear six feet tall. Kane replied that at its maximum height, the fence is 70 inches, or just under six feet. She pointed to a section of fencing on the site plan that is five feet five inches and noted that the fence varies in height.

Member Lynch continued that he supports bike racks, especially in anticipation of the Bruce Vento Trail, but does not think it should be mandated in this particular instance. He suggested that staff consider putting strong bike rack requirements in the Zoning

Code as part of the Code update. Kane noted that the Code does require one bike rack for every twenty parking spaces, so with 45 parking stalls, two racks are required and the restaurant currently exceeds that.

Member Baltzer opened the public hearing.

Kurt Carpenter, 1947 Rishworth Lane, applicant, thanked the City for allowing the deck in the first place, the restaurant would not have survived the pandemic without it. The project has allowed them to stay open. He asked the Commissioners to consider the seating plan requirement. The extra space gained from the deck does not mean an increase in capacity, since they are never full both inside and outside on the deck. He is concerned that the seating plan may limit their ability to be flexible on rainy or sunny days in providing tables.

Mr. Carpenter confirmed that the fence is not six feet tall and that it slopes down to about four feet when it hits the bar because they wanted to keep the visibility.

Member Amundsen asked about the current capacity of the restaurant. Mr. Carpenter explained they have 24 low top table seats, 30 high top table seats, and 18 bar seats inside for a total of 67 seats. The kitchen can only handle so much, so it is a natural control to how many people they can serve and from a serving standpoint, they are close to their limit at around 70 or so people.

Member Baltzer closed the public hearing.

Member Berry stated that his family and friends love the seating arrangement on the deck.

Member Amundsen concurred and expressed appreciation for the restaurant owners' willingness to work with the City to find a successful resolution, noting that working together is how we get better.

It was moved by Member **Amundsen** to recommend approval of Case No. 22-3-V, seconded by Member **West**.

Motion carried, 6:0.

- E. **Case No. 22-1-O:** A request by **Wold Architects and Engineers on behalf of the City of White Bear Lake** for Site Plan Approval, per Code Section 1303.245, Subd.5 to allow for significant capital improvements planned for the White Bear Lake Public Safety Building located at 4701 Highway 61.

Kane discussed the case. Staff recommended approval of the request.

Member Lynch asked about the type of vegetation that will be planted along the solid wood fence and sought to confirm that the stormwater treatment is under the parking lot. Kane deferred to the architect on questions pertaining to landscaping. She stated that the City does not have much room for a naturalized detention basin that other municipal campuses enjoy, so the stormwater treatment is located underground. The Engineering Department has been working on the design in detail and will ensure it is properly maintained.

Member Amundsen had several questions pertaining to parking including which part of the lot would be modified and whether the back 45 stalls would be exclusively for police and fire. Kane replied that only the parking lot and driveway in front of the Public Safety building would change, hopefully improving access. The back lot could also be used for City fleet vehicles as well as staff personal vehicles. It will be enclosed with secured access, which is preferred for the safety of first responders.

Kane explained there was a typo in the staff report and the plans are not conceptual, they are as complete as will be. The timeline of the construction will be based on how the City will be able to accommodate the work of the Police Department. The City has a second fire station, but not a second police station to support ongoing operations during construction.

In response to a question from Member Baltzer, Kane confirmed that the back lot would mostly be used for parking first responders' personal vehicles.

Member Reinhardt asked if staff vehicles currently in the front would be moved back. Kane replied that is the plan, as the front area will be designated visitor parking for the Public Safety Building.

Member Baltzer opened the public hearing.

Ralph Talbot, pastor at St. Mary's, 4690 Bald Eagle Avenue, he had three questions regarding the proposal. First, will there be an increase of traffic on Second Street? Second, if safety is a concern, would it be better to restrict exiting onto Second Street across the street from a school? Third, will the garage be only one story?

Kane stated that she does not believe there will be significant change in employee behavior, so she does not anticipate an increase in traffic on Second Street. First responders can enter and exit on both Second and Third Street. She explained that she would talk with the chiefs about the concern about exiting near the school. The police garage will be one level.

Member Lynch asked if officer safety has been a problem in White Bear Lake in the past. Kane replied that fortunately it has not, but due to changes in the broader field of law enforcement across the country, it is prudent to implement this change now proactively.

Derek Gallagher, Wold Architects and Engineers stated that he has been working closely with the City on the design of the building. He confirmed that the plantings on the west side of the parking lot will be shrubs.

Member Baltzer asked what the height of the training tower is proposed to be. Mr. Gallagher replied it will be about 40 feet tall and will have access to the roof of the apparatus bay.

Member Amundsen commented that there is no signage on the northwest corner denoting the police station and wondered if this was intentional. Kane stated that there will be pavement markings on Third Street designating the entrance to the training room and there will be pavement markings for police garage entry.

Member Lynch commented that neither entrance in that area is a public entrance, so perhaps signage is not desirable. Mr. Gallagher replied that the focus of the discussion surrounding signage has been on the front of the building.

Member Baltzer closed the public hearing.

It was moved by Member **Lynch** to recommend approval of Case No. 22-1-O, seconded by Member **Berry**.

Motion carried, 6:0.

5. DISCUSSION ITEMS

A. City Council Summary Minutes of January 11, 2022.

Member Amundsen commented on the new format. Kane noted it is part of the City's new branding guidelines which ensures consistency across departments.

B. Park Advisory Commission Minutes of October 21, 2021.

Member Amundsen asked if the Lions Park project was ever approved and the shelters ordered. Kane was unsure about the project status and offered to get an update for the Commissioners.

C. Chair and Vice Chair Elections.

Member Amundsen nominated Member Lynch. Member Reinhardt nominated Member Berry. After some discussion surrounding who most recently chaired the Commission, Member Berry was voted to serve as Chair.

Member Baltzer nominated Member Amundsen for Vice-Chair. Member Amundson

accepted the nomination and the Commissioners voted for Member Amundsen to serve as Vice-Chair.

6. ADJOURNMENT

There being no further business before the Commission, it was moved by Member **Lynch** seconded by Member **Amundsen** to adjourn the meeting at **8:35** p.m.

Motion carried, 6:0

DRAFT



City of White Bear Lake
Community Development Department

MEMORANDUM

To: The Planning Commission
From: Samantha Crosby, Planning & Zoning Coordinator
Date: February 28, 2022
Subject: Pitlick Residence Expansion / 4264 Cottage Park Road / Case No. 22-2-V

REQUEST

Tyler and Sara Pitlick are requesting a 31.5 foot variance from the 35 foot street-side setback in order to expand the single-family residence northward by 22 feet. The variance would allow the west wall of the addition to be 3.5 feet from the street side property line and the roof is designed with a 3 foot wide eave overhang.

SITE CHARACTERISTICS

The subject site is located at the northeast corner of the intersection of Cottage Park Road and Lakeview Avenue. It abuts White Bear Lake and is 17,848 square feet in size. The lot contains a single-family home with a 4 car attached garage.

ZONING

The subject site is zoned R-2 - Single-Family Residential and S – Shoreland Overlay district. The properties to the north and east of the subject site are also zoned R-2, while the properties to the south and west are zoned R-3. All of the properties in the area are in the Shoreland Overlay District.

BACKGROUND

The lot was platted in 1884 and the home was constructed in 1965. Until recently, the subject site extended to the west across Cottage Park Road. The previous owner discovered a recording error and was able to prove that the western part of the lot was large enough to separate from the east side part of the lot. Therefore, the land across Cottage Park Road to the west is now separately owned.

With that discovery, the previous owner had also uncovered that the west wall of the subject residence encroaches over the lot line. Consequently, the City required that the owner enter into an encroachment agreement. That agreement has been executed, but has not yet been recorded. The new owner will need to file the agreement with the County Recorder's Office prior to the issuance of a building permit.

The applicant purchased the property in October of last year.

ANALYSIS

On lots which abut a waterbody, the front yard averaging rule (for determining the setback requirement) is applied to the lake side of the lot. Therefore, the front yard averaging does not apply to the west side setback. Even if the lot was not on a lake, as a corner lot, the true front of the lot is the south side. The west side is a “side abutting a public right-of-way” to which the front yard averaging rule does not apply. Nevertheless, the Cottage Park neighborhood is somewhat unique in that many of the homes sit much closer to the road than the current code requires. Looking at where the homes on the surrounding properties sit, some amount of variance could be deemed reasonable, given the established character of the neighborhood. From the information readily available to staff, it appears that the 3 homes to the north of the subject site average out to 19 feet setback and the 3 homes to the east average out to 5.5 feet setback. Averaging those two numbers together results in 12.25 feet.

With the edge of the eave overhang being half a foot from the property line, the proposal provides very little setback. Is the setback the minimum necessary to alleviate the practical difficulty? Staff doesn't believe that it is. Pushing the proposed addition eastward would not encroach upon the existing deck or patio. While the proposed floor plan would likely need to be redrawn, there is plenty of space to both the north and the east should the shape of the addition need to change slightly in response to rearranging the floor plan to accommodate a setback that is more comparable with the established norm for the neighborhood.

Because the impervious area limitation would exceed 30%, the applicant would need to mitigate the impervious area by installing a rain garden or other infiltration feature per code. The feature will be relatively small so there is plenty of space to accomplish this on site. The addition should also be guttered to capture run-off from the roof and direct it away from the public right-of-way.

DISCRETION / SUMMARY

The City has a high level of discretion when approving or denying a variance because the burden of proof is on the applicant to show that they meet the standards of the ordinance. If the proposal is deemed reasonable (meaning that it does not have an adverse effect on neighboring properties, it is consistent with the Comprehensive Plan, and it is harmony with the intent of the zoning code) then the criteria have been met.

Because the applicant has not provided a practical difficulty as to why the addition cannot be designed to provide a greater amount of setback, more commensurate with the immediate neighborhood, staff recommends denial.

RECOMMENDEATION

Staff recommends denial of the applicant's request, based on the following findings:

1. The project has not been proven necessary for the reasonable use of the land or building; alternative design options exist.

2. The request is not the minimum necessary to alleviate a practical difficulty.
3. The non-conforming use of neighboring lands, structures, or buildings in the same district would be the sole ground for issuance of the variance.
4. The proposal does not maintain the essential character of the immediate neighborhood because it is not in keeping with the average.
5. The granting of the variance would not be in harmony with the general purpose and intent of the code - deviation from the code without reasonable justification will slowly alter the City's essential character.

ATTACHMENTS

Draft Resolution of Denial

Location/Zoning Map

Applicant's Narrative

Proposed Site Plan, Elevations & Floor Plans

RESOLUTION NO.

**RESOLUTION DENYING A SETBACK VARIANCE
AT 4264 COTTAGE PARK ROAD
WITHIN THE CITY OF WHITE BEAR LAKE, MINNESOTA**

WHEREAS, a proposal (22-2-V) has been submitted by Tyler & Sara Pitlick to the City Council requesting a setback variance from the City of White Bear Lake at the following site:

ADDRESS: 4264 Cottage Park Road

LEGAL DESCRIPTION: Lots 27 and 28, Block 2 of Cottage Park, except the following described portion of said Lot 28, viz: Beginning at a point on the S'ly line of said Lot 28, distant 20 feet W'ly from the SE'ly corner of said Lot 28; thence diagonally to a point on the E'ly line of said Lot 28, 86 feet NE'ly from the SE'ly corner of said Lot 28, thence SW'ly on the E'ly line of said Lot 28, to the SE'ly corner of Lot 28; thence 20 feet W'ly to the point of beginning, according to the recorded plat thereof on file and of record in the office of the Register of Deeds in and for Ramsey County, State of Minnesota, AND that portion of Lot Four (4) in Block Three (3) of South Shore Addition described as follows; to-wit: Beginning at the Northwest (NW) corner of Lot Four (4), Block Three (3), South Shore Addition, thence Southeasterly (SE'ly) a distance of Ten (10) feet along the old shore line of White Bear Lake; thence diagonally in a Southwesterly (SW'ly) direction of Fifty (50) feet to a point on the Westerly (W'ly) line of said Lot 4, said point being fifty-three (53) feet Southerly (S'ly) from the Northwesterly (NW'ly) corner of said lot 4; thence Northeasterly (NE'ly) fifty-three feet to the point of beginning. (PID #: 233022420033)

WHEREAS, THE APPLICANT SEEKS THE FOLLOWING: A 31.5 foot variance from the 35 foot setback along a side abutting a public right-of-way, per code section 1303.040, Subd.5.c.1, in order to expand the single-family residence northward by 22 feet, to allow for a bedroom addition 3.5 feet from the west lot line; and

WHEREAS, the Planning Commission has held a public hearing as required by the City Zoning Code on February 28, 2022; and

WHEREAS, after hearing from the public and considering the applicant's requests, the Planning Commission voted to forward the request to the City Council with a ____ recommendation that the request be denied; and

WHEREAS, the City Council has considered the advice and recommendations of the Planning Commission considering the effect of the proposed variance upon the health, safety, and welfare of the community and its Comprehensive Plan, as well as any concerns related to compatibility

RESOLUTION NO.

of uses, traffic, property values, light, air, danger of fire, and risk to public safety in the surrounding areas;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of White Bear Lake hereby denies the request, based upon the findings and determinations as follows:

1. The project has not been proven necessary for the reasonable use of the land or building; alternative design options exist.
2. The request is not the minimum necessary to alleviate a practical difficulty.
3. The non-conforming use of neighboring lands, structures, or buildings in the same district would be the sole ground for issuance of the variance.
4. That the proposal does not maintain the essential character of the immediate neighborhood because it is not in keeping with the average.
5. Granting of the variance would not be in harmony with the general purpose and intent of the code - deviation from the code without reasonable justification will slowly alter the City's essential character.

The foregoing resolution, offered by Councilmember _____ and supported by Councilmember _____, was declared carried on the following vote:

Ayes:
Nays:
Passed:

Dan Louismet, Mayor

ATTEST:

Kara Coustry, City Clerk

LVMU

WHITE BEAR LAKE

23

GOOSE LAKE

SUBJECT SITE:
4264 COTTAGE PARK ROAD

P

R-3

R-2

P

HAZEL ST

SOUTH SHORE BLVD

LILAC LN

GARDENETTE DR N

GARDENETTE DR S

R-3

FLORAL DR

DOUGLAS LN

RISHWORTH LN

WHITE BEAR AVE

B-2

MCKNIGHT RD

City of
White Bear Lake
Planning and Zoning Office
(612)-429-8561

CASE NO. : 22-2-V

CASE NAME : Pitlick

DATE : February 20, 2022

To: City of White Bear Lake

01/13/2022

RE: Variance Request, Case #22-2-V, 4264 Cottage Park Road

Submitted by Tyler & Sara Pitlick,

We are requesting a 31'-6" +/- variance to build an addition onto our newly purchased house located at 4264 Cottage Park Road. According to the information we have learned about the property after our purchase, both in talking with city staff and reviewing the survey; we understand the following:

1. This neighborhood is located in an old part of town, with almost all of the lots sitting in a dual zone of R2 & S, putting them all in non-conforming status for any potential addition projects not able to meet the 35'-0" setbacks needed on the west and south sides of the property.
2. Our current southwest corner (front left) of the house is 1.3' over the lot line, and the northwest corner (back left) of the house is 0.5' over the lot line, both going into the city easement.
3. In tandem to our variance request, we will be entering into an easement agreement with the city.

The home is a bi-level design, with the sleeping areas in the upper & lower levels along the west (left) side. We are requesting to build an addition that extends those bedroom areas out 22'-0" across the entire north wall of the house. It would remove the existing master bedroom, and replace with a new master bedroom suite and two additional bedrooms, making a total of three bedrooms and two bathrooms upstairs. The new lower level space will be a family room, and the existing lower bedroom will be reduced to an office nook. Overall, the home will go from a 2 bedroom/ 3 bath, to a 3 bedroom 4 bath, with an office and functional lower level family room.

As you can see with the existing layout design, there is a practical difficulty for us to build the addition in any other location aside from the spot chosen. Since the existing bedrooms are on the west side of the house, and the purpose of the project is to add bedrooms efficiently for our growing family, it makes the most sense to add onto the west side, and tie into the house in that location. The kitchen, family room, and outdoor patio areas are in the middle of the house, while the mudroom, dining room, garage and exterior open green space areas next to the lake are all on the east side of the house. Any other location for the bedrooms would not be feasible from a cost or design standpoint.

Our initial design extended the west wall of the house out 22'-0" across the entire north wall, but because that would potentially encroach further into the west lot line, we followed the advice of city staff and asked our designer to jog the addition over from the existing west wall, which shifts the entire addition east. Because of bedroom sizes and hallway space needed, we feel we are prevented from shifting the addition over any further east. Thus, we are requesting a 31'-6" variance. The main interior of the house will undergo some minor refacing and resurfacing in the kitchen and other main floor areas, but nothing that would be non-conforming.

By not going any closer to Cottage Park Road, we feel that the addition and roofline will blend into the original house very effortlessly. Architectural, we intend on using the same materials and matching the same gable and eave overhangs where applicable.

Another item of note, is how our new addition impacts our neighbors. Because of the size and location of the existing property on the lot, we feel that the new addition fits in nicely with the surrounding

neighbor's homes; not impacting their lake views, damaging any shared trees, or bumping up against their property to diminish any sunlight.

Finally, we feel that, even though the new project may not be as far away from our west lot line as city staff may want, in comparison to other lot lines of other existing homes, including a nearby new home construction in this neighborhood, our project moving off the lot line 3'-6" appears to be a reasonable request at this time.

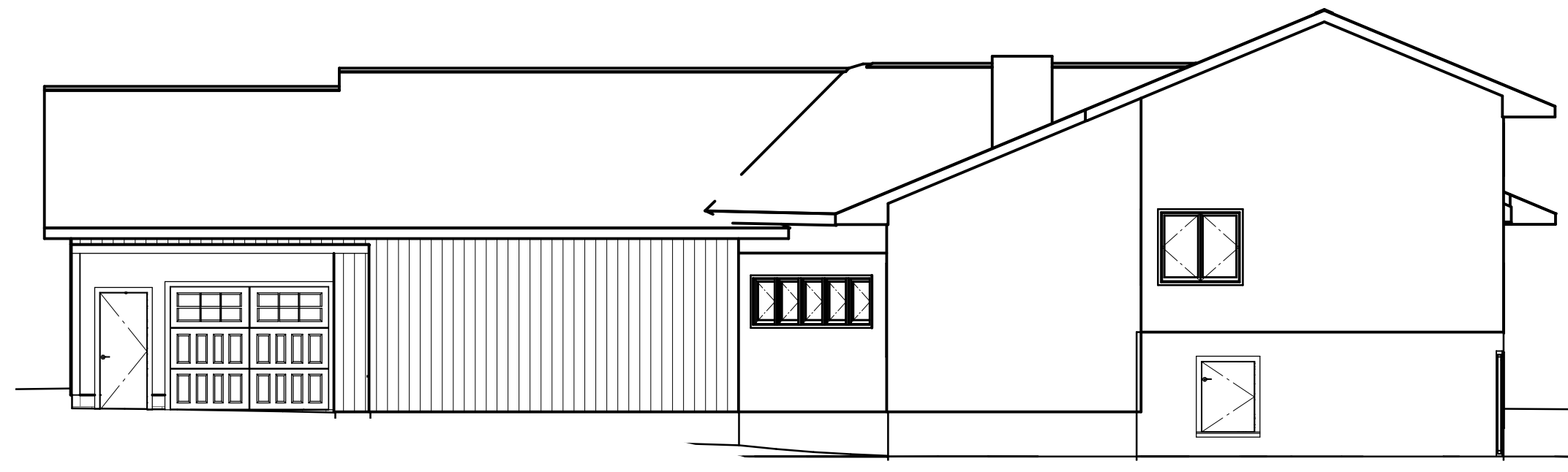
We look forward to hearing your feedback and answering any questions that may come up.

Due to work and currently living location, our designer & drafter Pete Edmonson may be the best contact for any questions, and will be submitting our application on our behalf. Please don't hesitate to contact him or us with any questions

Thank you for your consideration,

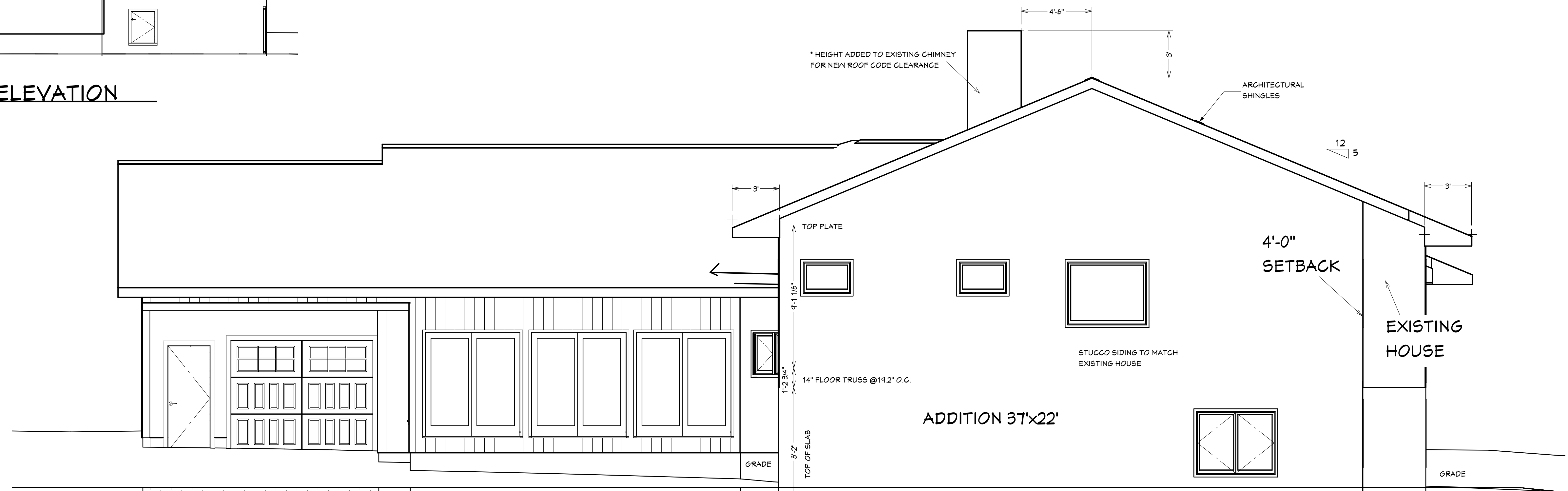
Tyler & Sara Pitlick

re: Pete Edmonson
Edmonson Ink Drafting & Design
PO Box 331
Annandale, MN 55302
320-223-1519



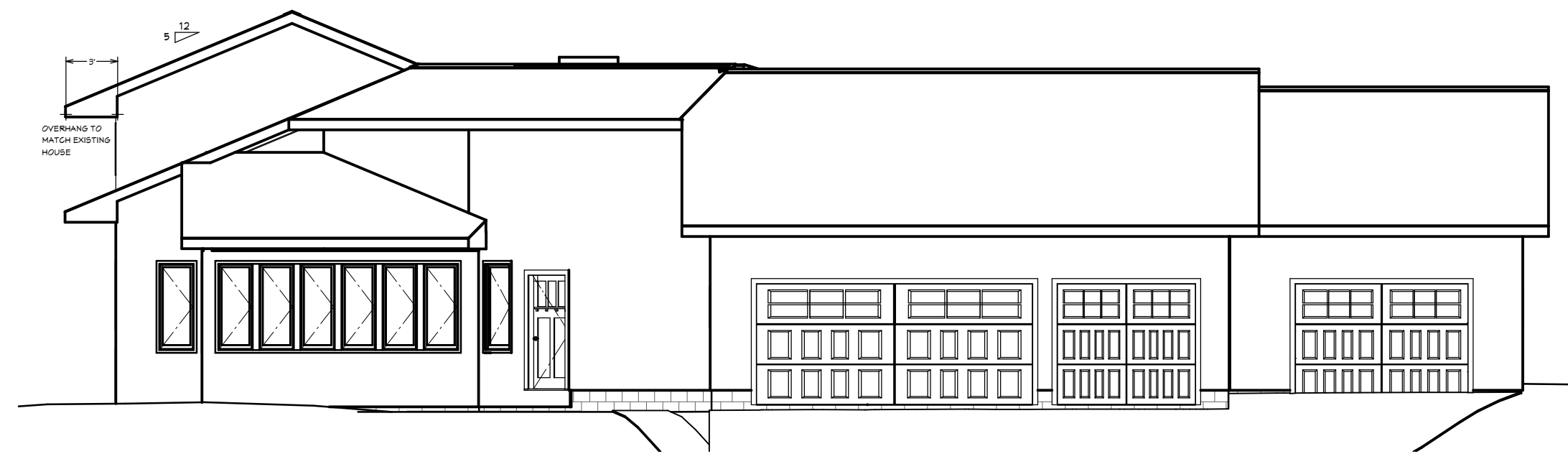
EXISTING NORTH (BACK) ELEVATION

1/8"=1'-0



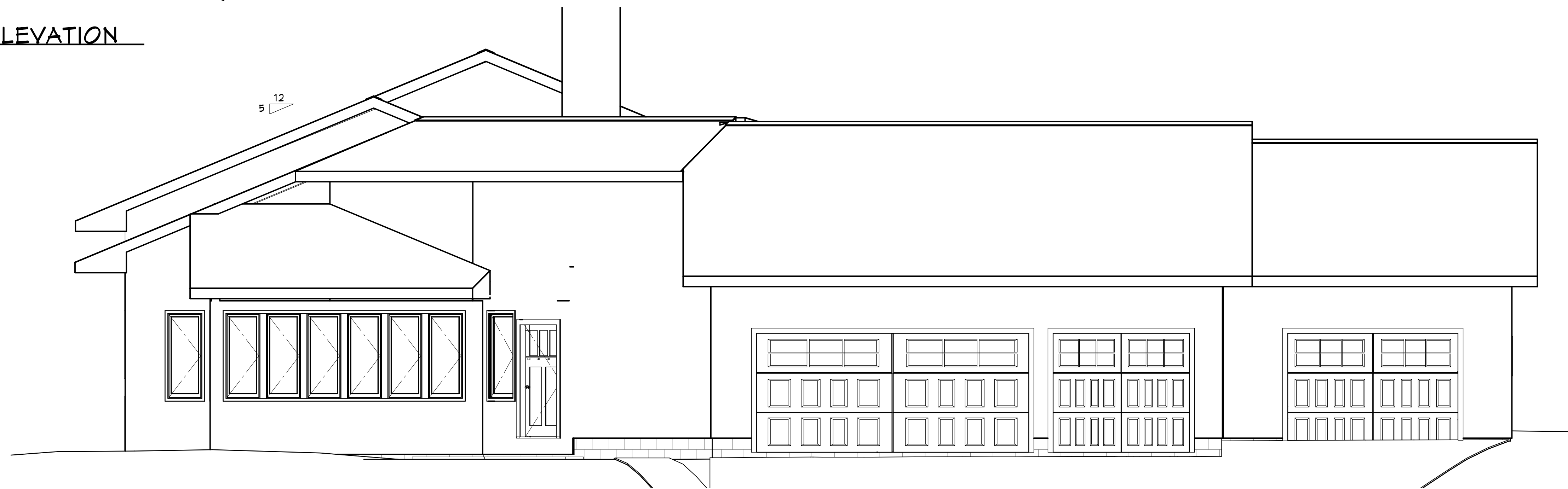
NEW NORTH (BACK) ELEVATION

1/4"=1'-0



EXISTING SOUTH (FRONT) ELEVATION

1/8"=1'-0



NEW SOUTH (FRONT) ELEVATION

1/4"=1'-0

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Client: Tyler & Sara Pitlick
 4264 Cottage Park Rd
 White Bear Lake, MN 55110

BUILDER: Dry Tech Co
 3483 Fenway Blvd Circle N
 Hugo, MN 55038 651-775-7978

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DATE
 11/23/2021

REVISION
 1/10/2022

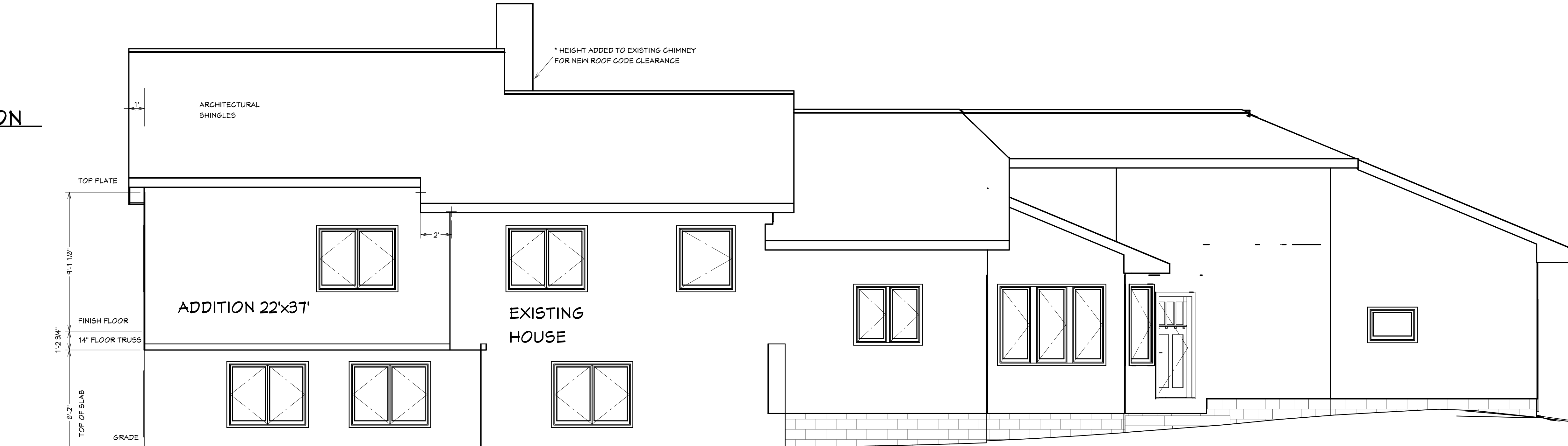
ELEVATIONS

SHEET:
A-2



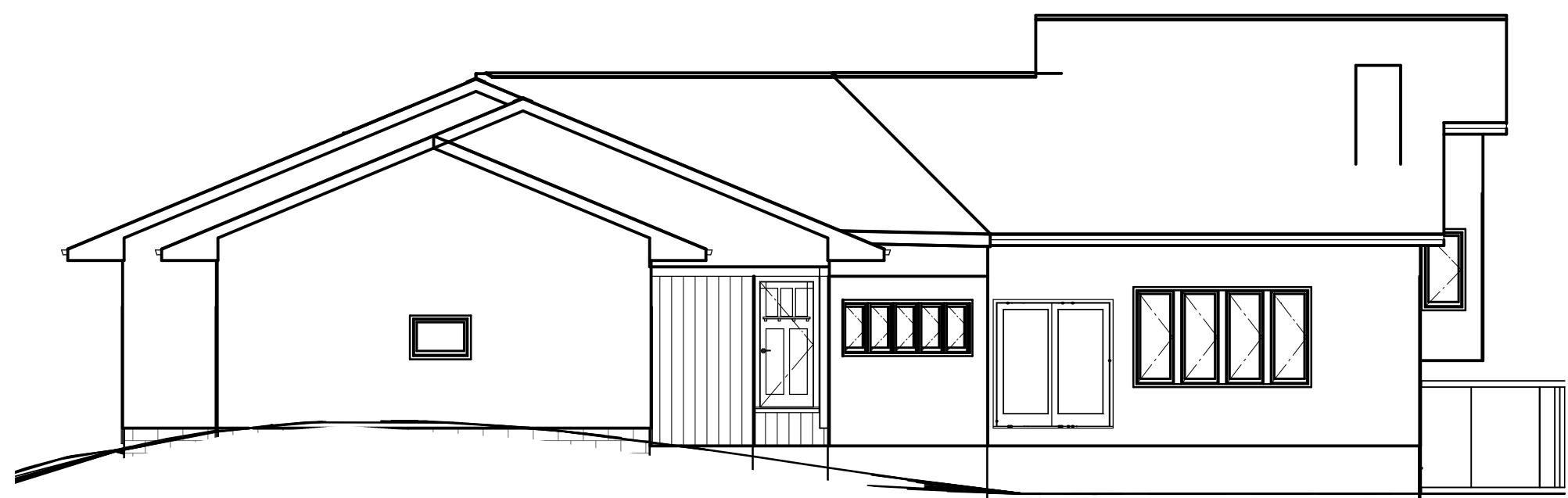
EXISTING WEST (LEFT) ELEVATION

1/8"=1'-0



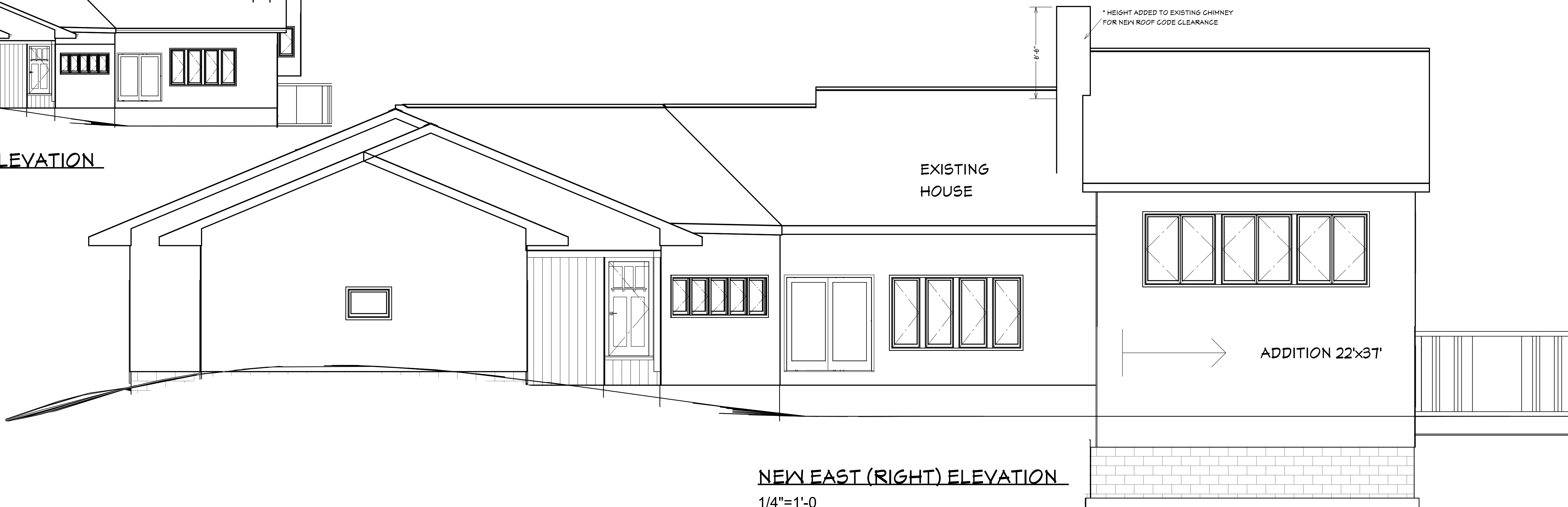
NEW WEST (LEFT) ELEVATION

1/8"=1'-0



EXISTING RIGHT ELEVATION

1/4"=1'-0



NEW EAST (RIGHT) ELEVATION

1/4"=1'-0

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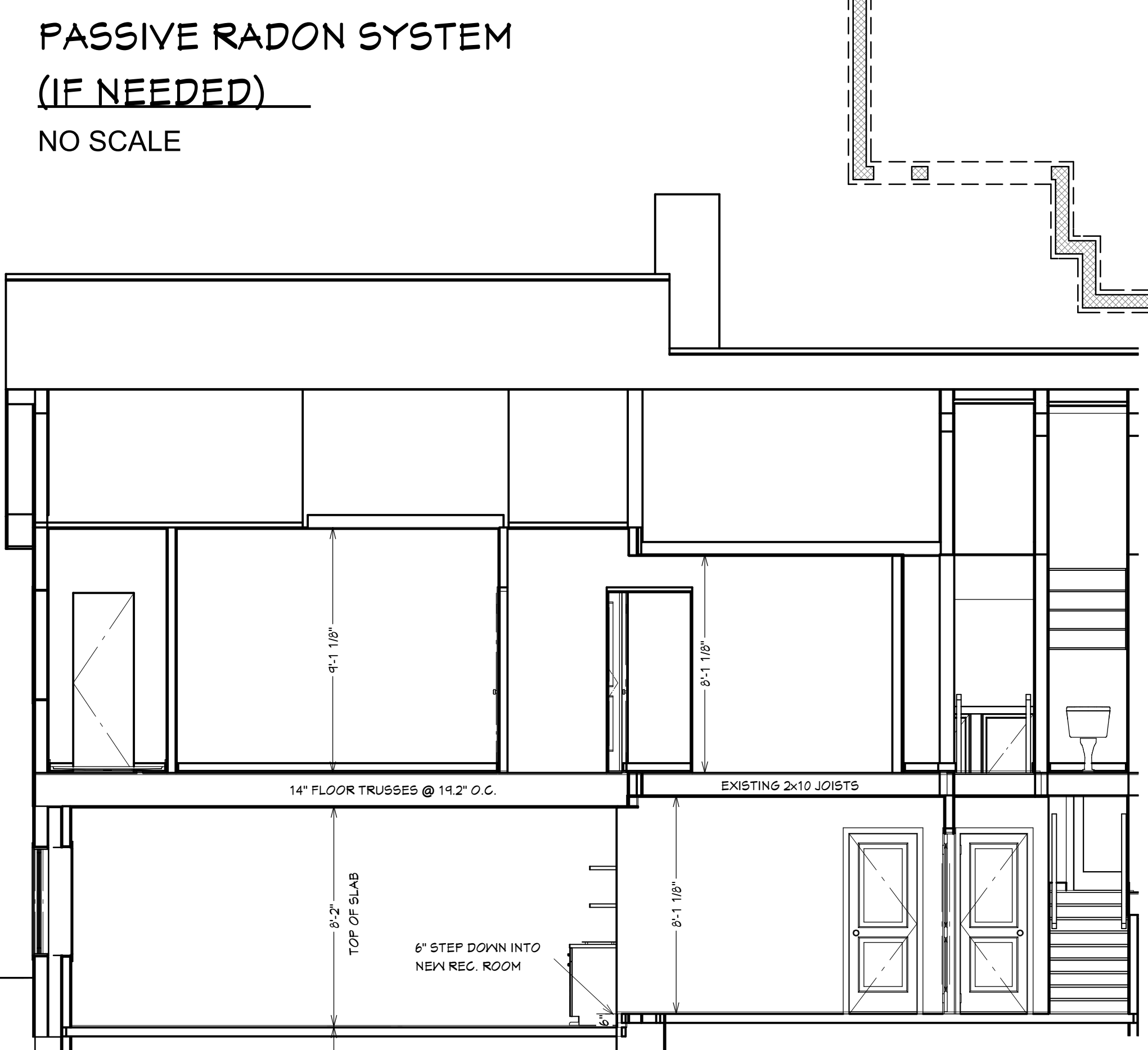
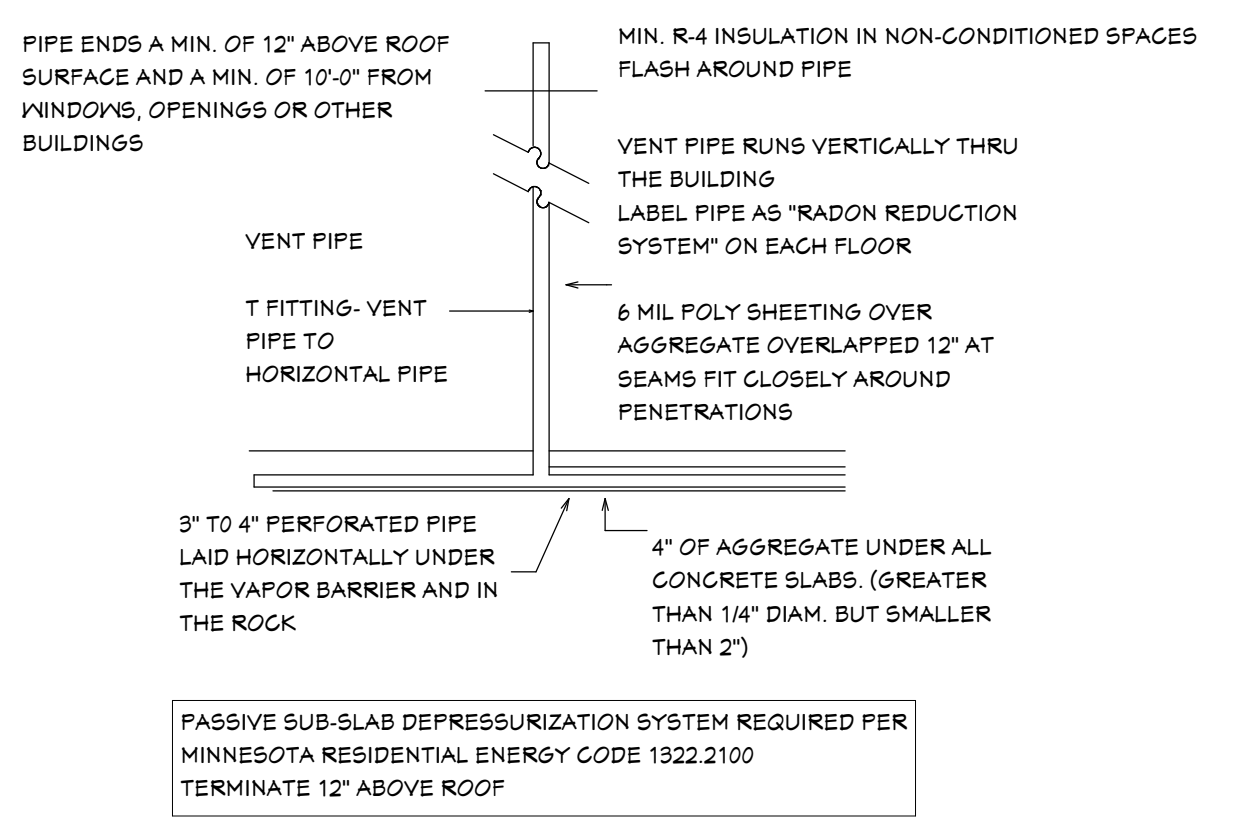
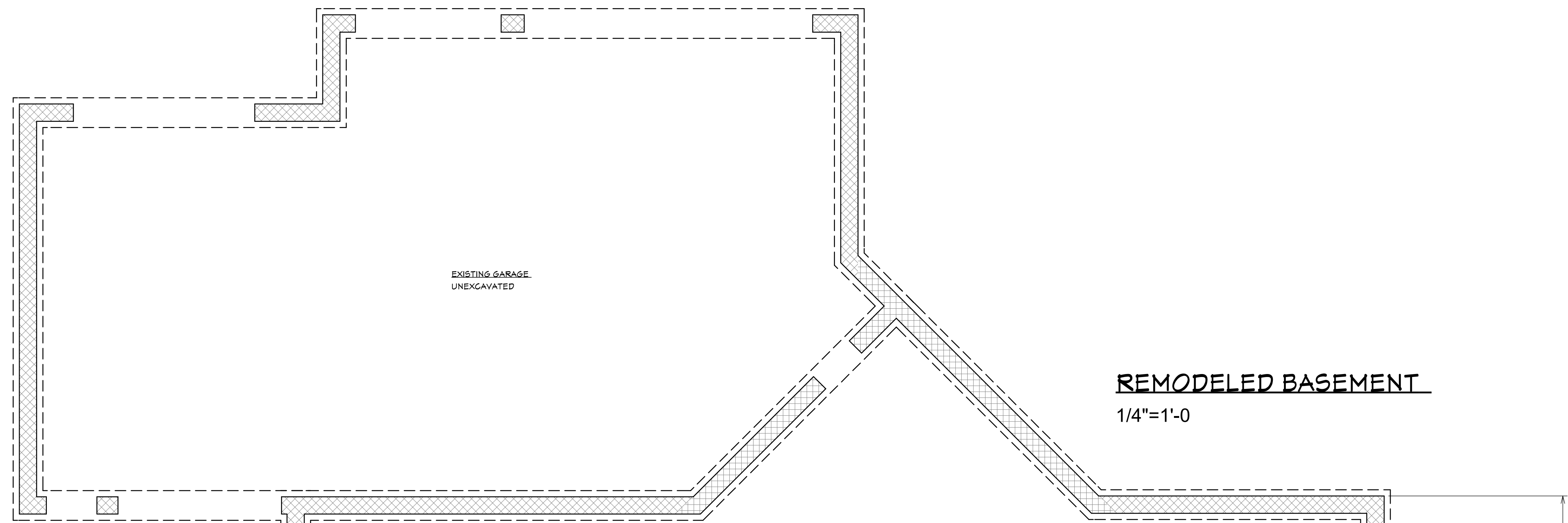
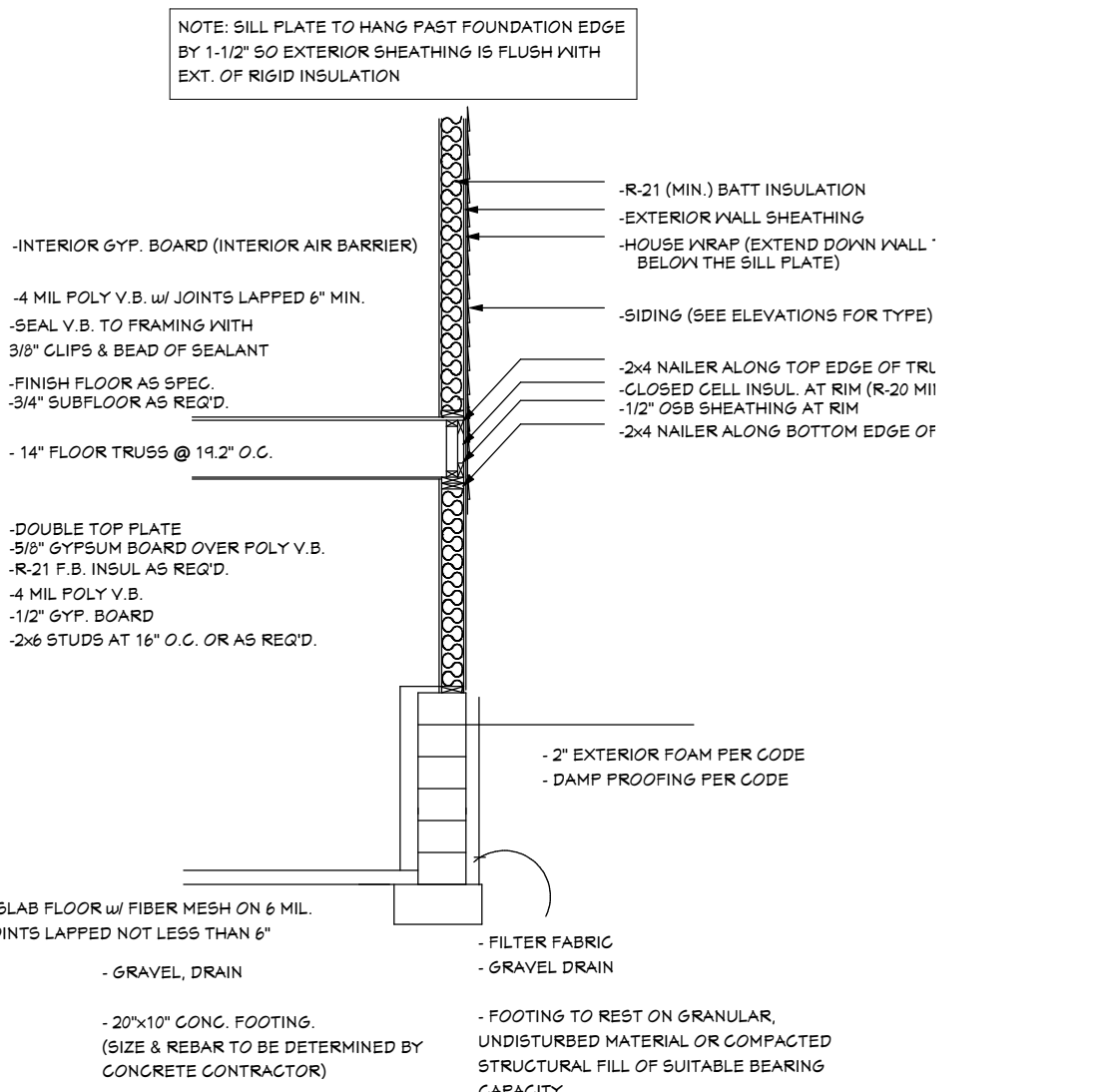
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ELEVATIONS

SHEET:
A-3



EXISTING BASEMENT
1/4"=1'-0

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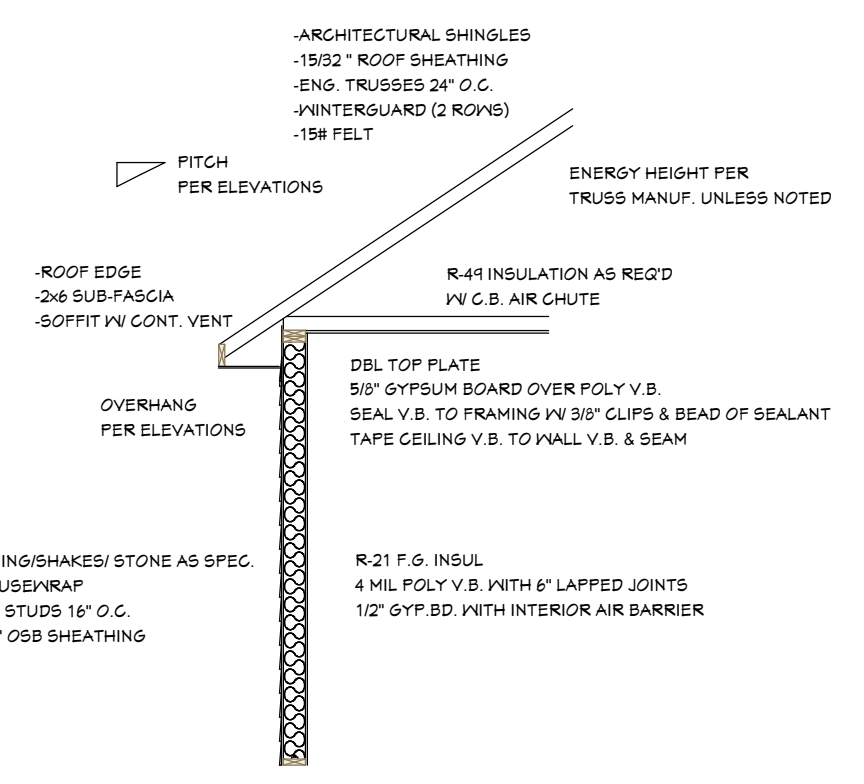
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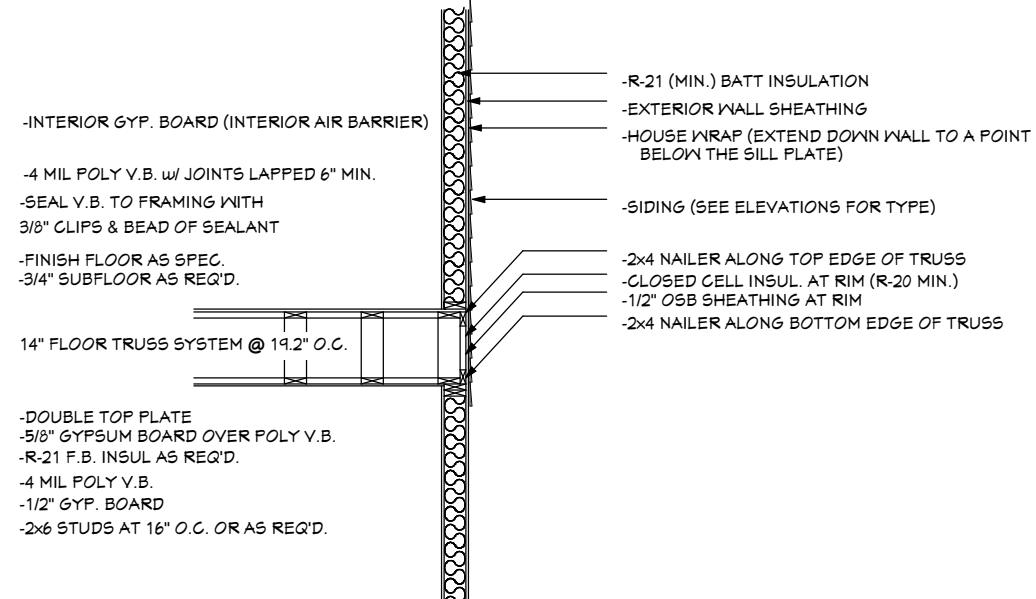
REVISION
1/10/2022

BEFORE/ AFTER FLOOR LAYOUTS

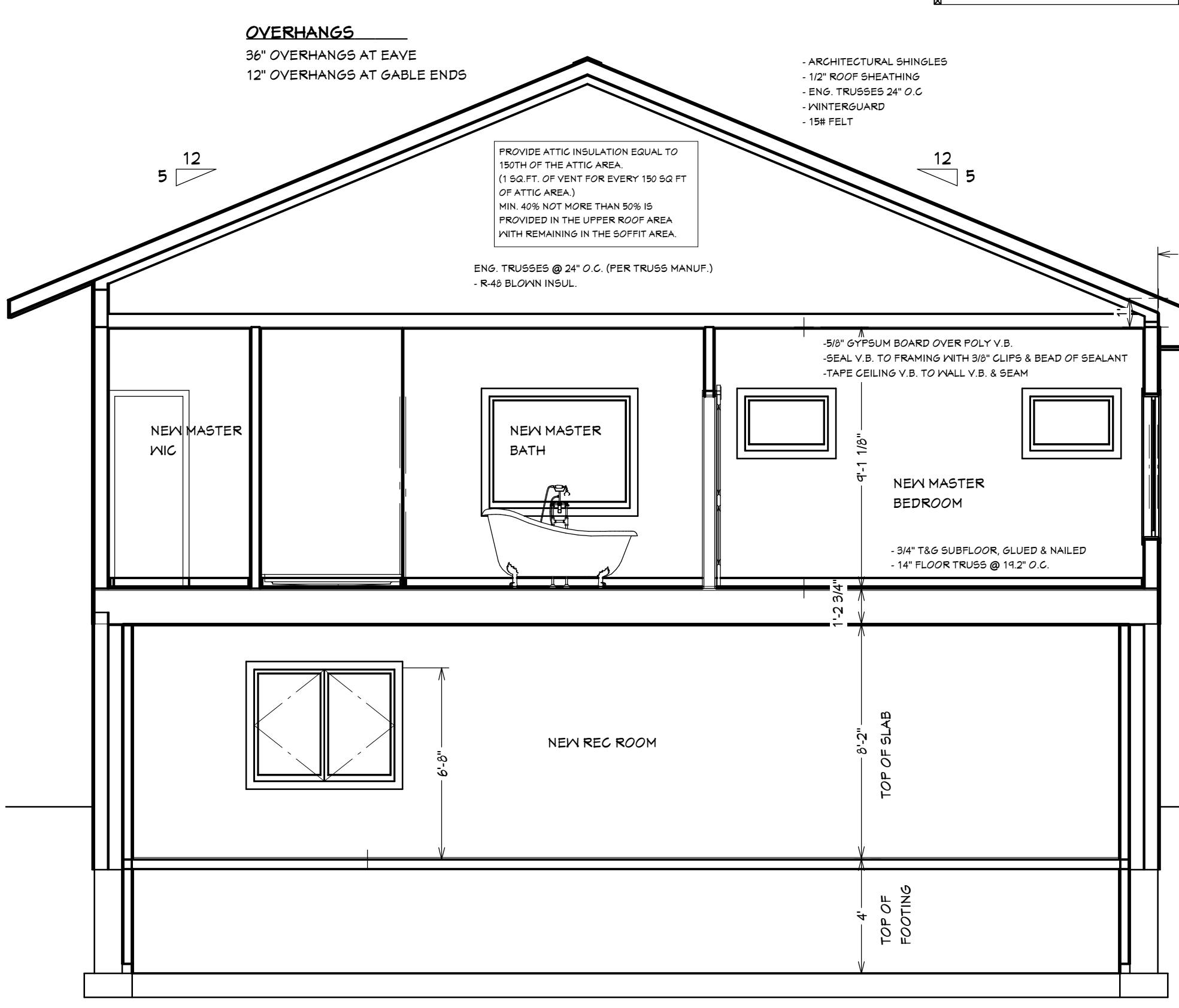
SHEET:
A-4



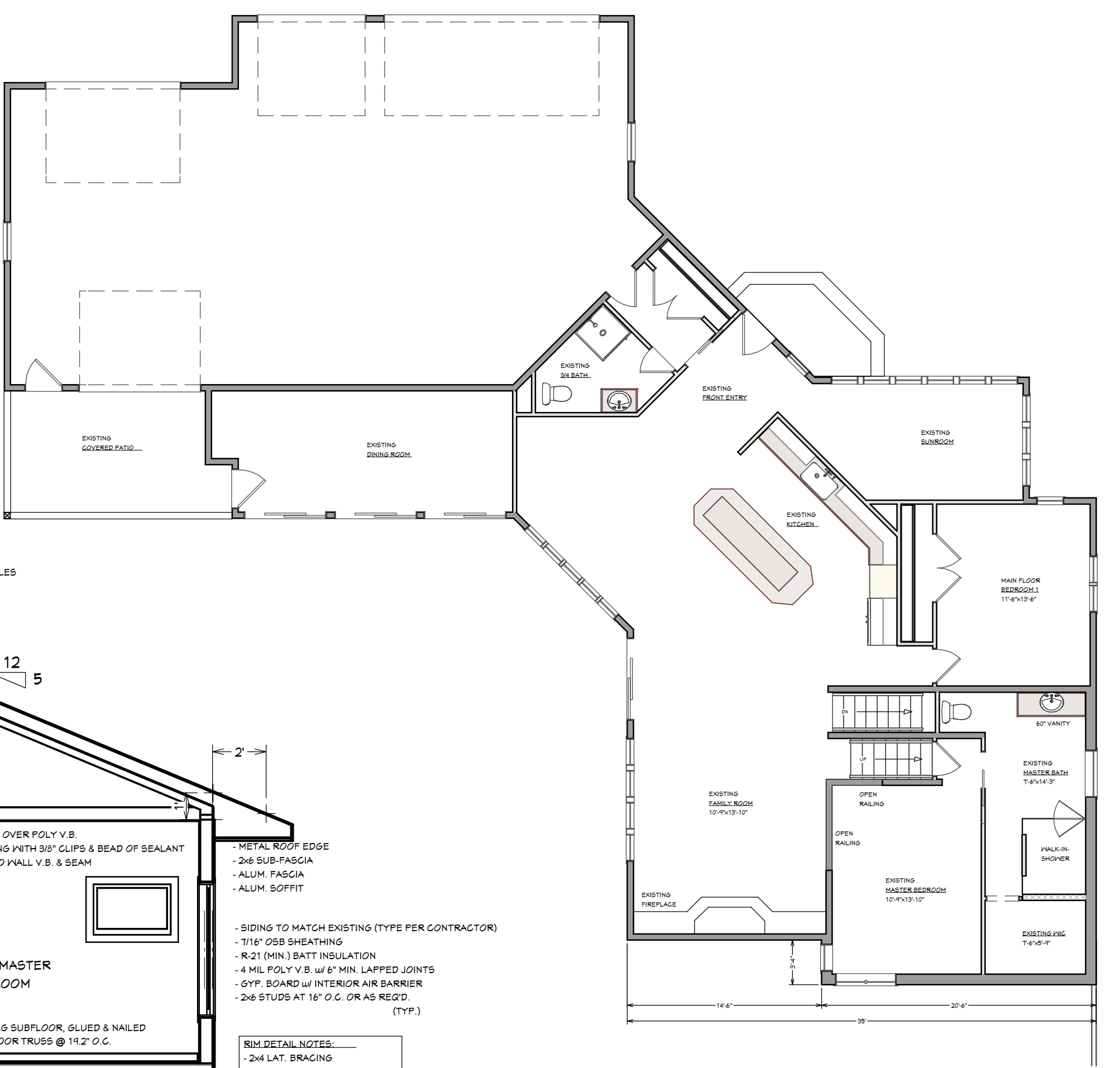
STANDARD ROOF/WALL DETAIL
1/4"=1'-0



RIM DETAIL
1/4"=1'-0

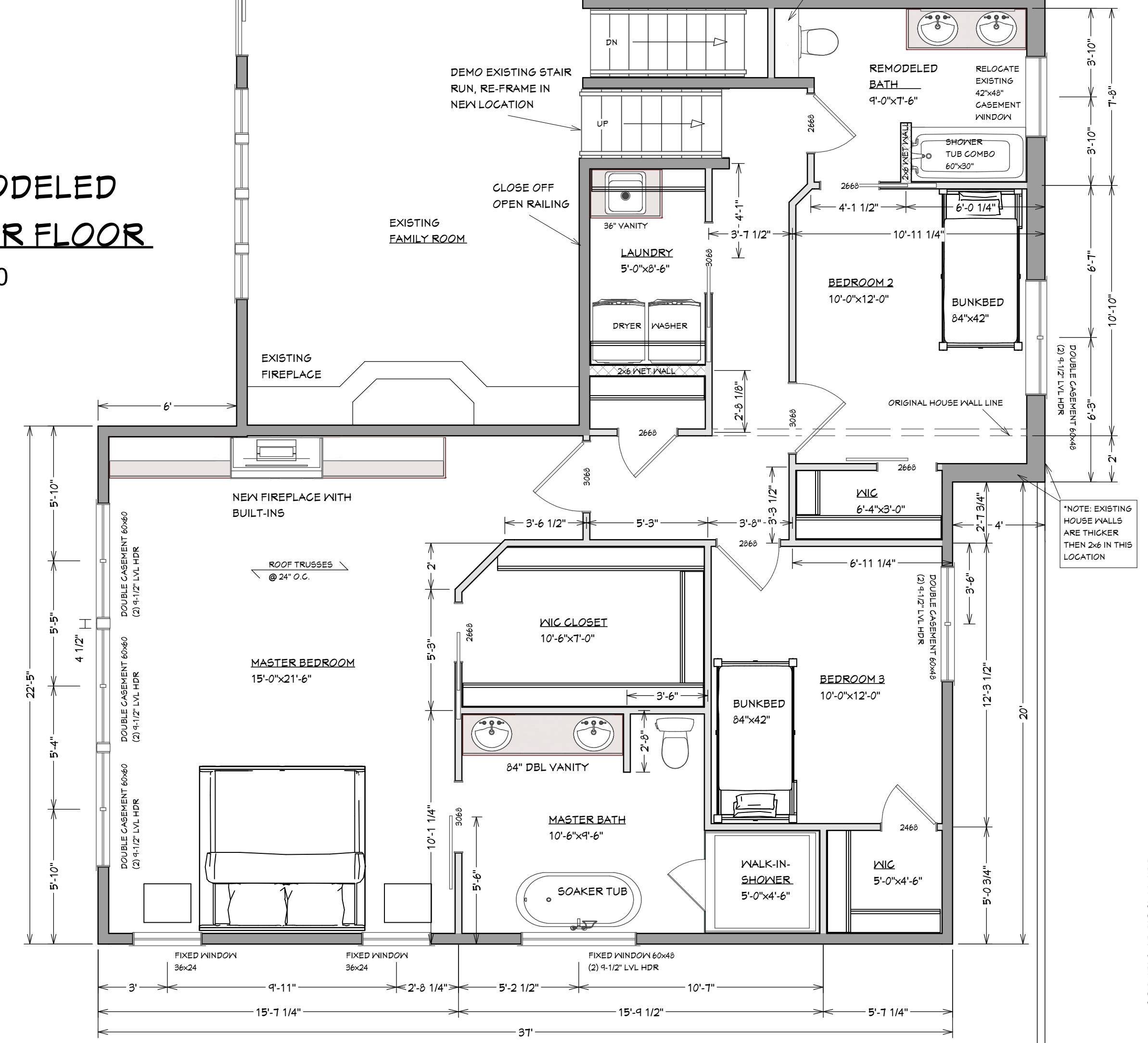


ADDITION BUILDING SECTION
1/4"=1'-0



EXISTING UPPER FLOOR
1/4"=1'-0

REMODELED UPPER FLOOR
1/4"=1'-0



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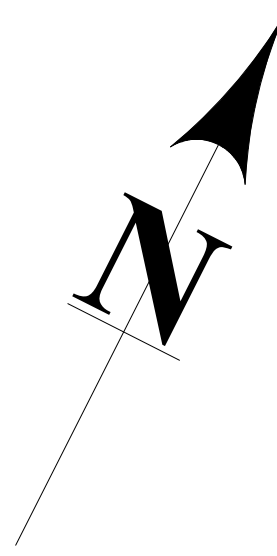
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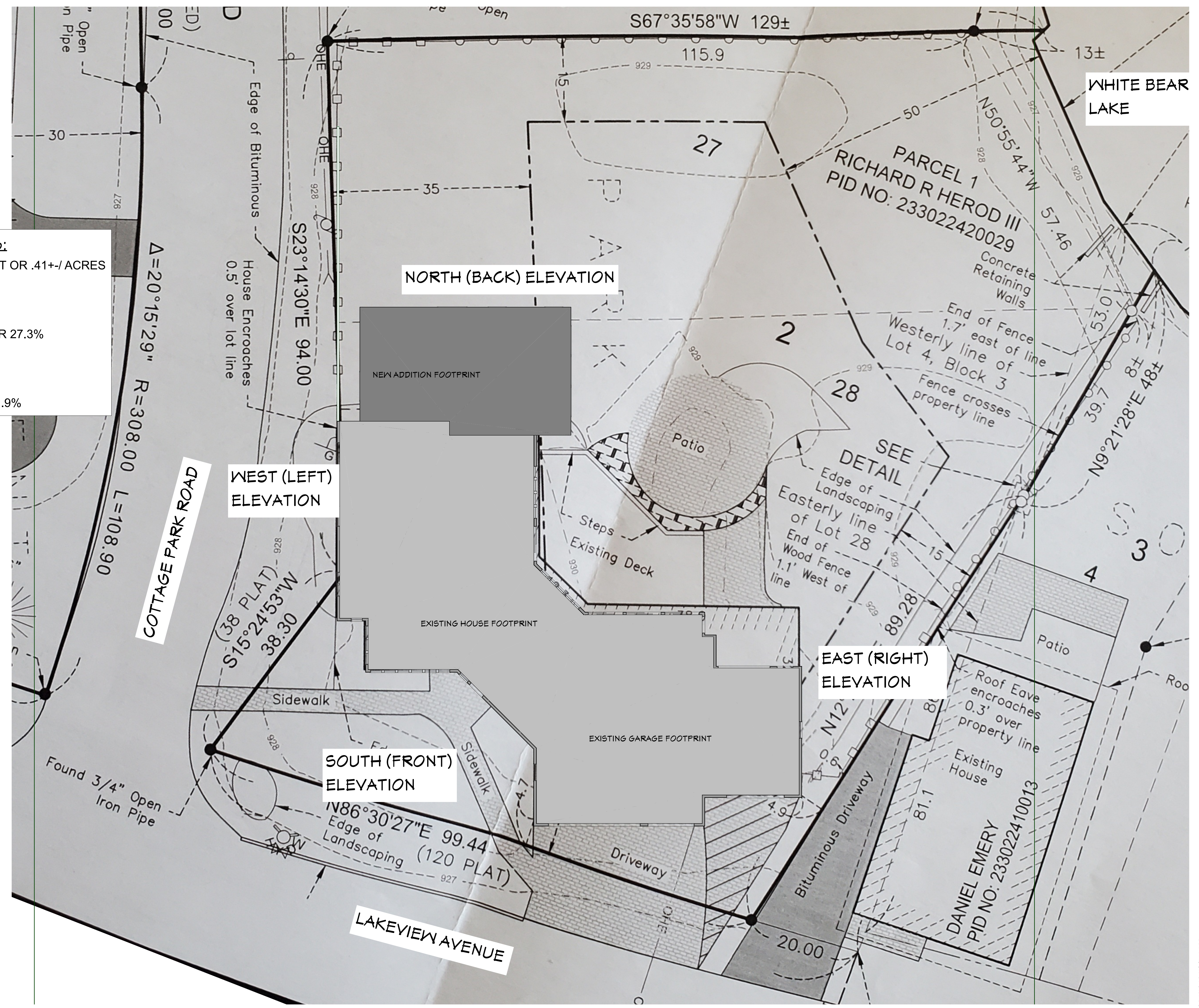
REVISION: 1/10/2022

BEFORE/ AFTER FLOOR LAYOUTS

SHEET: A-5



PRELIM SITE PLAN SURVEY NOTES:
 TOTAL ACREAGE OF PARCEL 1: 17,848 +/- SQ FT OR .41+/- ACRES
 EXISTING HOUSE = 3,230 SQ FT
 EXISTING DRIVEWAY = 525 SQ FT
 EXISTING SIDEWALKS/PATIO = 1,118 SQ FT
 TOTAL EXISTING IMPERVIOUS = 4,873 SQ FT OR 27.3%
 PROPOSED IMPERVIOUS CALCULATION:
 HOUSE ADDITION = 814 SQ FT
 TOTAL FINAL IMPERVIOUS = 5,687 SQ FT OR 31.9%



PRELIM SITE PLAN
 1/8"=1'-0"

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PRELIM SITE PLAN

SHEET:
 A-6



City of White Bear Lake
Community Development Department

MEMORANDUM

To: The Planning Commission
From: Tracy Shimek, Housing & Economic Development Coordinator
Date: February 28, 2022
Subject: **Housing Task Force Recommendations**

SUMMARY

Staff will present a brief overview of the Housing Task Force's recommendations to City Council.

BACKGROUND INFORMATION

In April 2021 The City of White Bear Lake Housing Task Force began convening to draft a set of recommendations regarding housing related policies, programs, and priorities for the City Council and Housing & Redevelopment Authority ("HRA") to consider.

The Task Force met from April to November to consider community input, the 2040 Comprehensive Plan, Comprehensive Housing Market Analysis, input from housing industry professionals and various other sources to create a report of recommendations for housing policies, programs and development priorities to address the City's housing needs. In November 2021, members of the task force presented their recommendations to the City Council. Those recommendations will be further discussed with Council and staff at a future work session to determine and prioritize which recommendations to implement.

Staff will present a short report on the Housing Task Force process and recommendations and address any related questions Commissioners may have regarding the report.

CITY COUNCIL MEETING SUMMARY

February 8, 2022

APPROVAL OF MINUTES – Approved

- A. Minutes of the Regular City Council Meeting on January 25, 2022

APPROVAL OF THE AGENDA – Approved with removal of E**CONSENT AGENDA** – Approved

- A. Acceptance of Minutes: November White Bear Lake Conservation District, December Environmental Advisory Commission, January Planning Commission
- B. Resolution approving a request by Keith Hisdahl for a setback variance at 1978 Highway 96
E. **Resolution No. 12933**
- C. Resolution approving requests by Steve Anderson for two setback variances at 4881 Johnson Avenue. **Resolution No. 12934**
- D. Resolution approving a request by Cabin 61 for two variances located at 4150 Hoffman Road. **Resolution No. 12935**
- E. ~~Resolution approving outdoor music at Beartown Bar and Grill~~

VISITORS AND PRESENTATION

Housing and Economic Development Coordinator Tracy Shimek and former City Manager Ellen Hiniker introduced the Welcoming and Inclusive Community Initiative which was kicked-off in February 2021 by Mayor Emerson. They described the dedication of this 18-person Task Force and the importance attached to understanding diversity in the community and whether people feel welcomed and included in White Bear Lake.

A culmination of a year's worth of surveys, community conversations and extensive outreach efforts, the Welcoming and Inclusive Task Force presented their Report to the City Council, which demonstrated the City has growing diversity and changing demographics. Among the findings, it was discovered that connecting with residents can be challenging and there are a range of experiences and perspectives on how people feel about whether the community is welcoming and inclusive to them, including some who did not trust government to place value on their input. Contained in the report were recommendations from the Task Force for the City Council to consider in their continued efforts working toward equity and inclusion in the City of White Bear Lake including increased community engagement efforts, organizational and administrative systems and adopting an equity and inclusion lens for policymaking.

Mayor Louismet thanked Task Force members for their extensive work on this project. He views the report as a good snap shot of the City in which there are both pride points as well as room for improvement. With regard to follow-up, he said that the Council will continue conversations on this topic.

There was considerable discussion by Councilmembers in which it was generally agreed that more intentional follow-up by the City Council would be planned for August, especially related to budget and the suggestion of a potential commission on the topic of Equity and Engagement.

PUBLIC HEARINGS – Nothing scheduled

UNFINISHED BUSINESS – Nothing scheduled

NEW BUSINESS - Approved

- A. Resolution denying a request by Jeff McDonnell / Tice Estate for a preliminary plan and planned unit development at 1788 Highway 96 E. **Resolution No. 12936**
- B. Resolution approving a request by Wold Architects and Engineers on behalf of the City of White Bear Lake for site plan approval for the Public Safety Building renovation and expansion at 4701 Highway 61. **Resolution No. 12937**
- C. Resolution accepting feasibility report and ordering public hearing for the 2022 Pavement Rehabilitation Project, City Project No. 22-01. **Resolution No. 12938**
- D. First Reading of a Water Meter Ordinance

DISCUSSION – Nothing scheduled

COMMUNICATIONS FROM THE CITY MANAGER

- A. Charter Commission proposed Ordinance update – was pulled by the Charter Commission for additional discussion.

ADJOURNMENT – 8:38 p.m.