

Planning Commission/Board of Adjustment

Meeting Minutes

July 14, 2026, 6:30 PM

The Planning Commission Board of Adjustment meeting was called to order on Tuesday, July 14th, 2026, at 6:30 PM by Commission Marcy Weaver.

Planning Commissioners Marcy Weaver, Joe Ayers, Roger Theis, and Lee Brisbin were present. Teddy Zierden was noted as absent. Staff present included Planning and Zoning Administrator Anthony Moberg, Planner Jerry Bohnsack, City Clerk Deb Runksmeier, and City Administrator Allie Polsfuss.

Open Forum

No members of the public approached the podium, and the chair moved on to the next agenda item.

Approval Of Minutes

June 9th, 2026 Planning Commission / /Board of Adjustment Meeting Minutes

*Motion: Commissioner Ayers moved to approve the June 9th, 2026 Planning Commission Meeting Minutes. The motion was seconded by Commissioner Theis.
Motion carried 4-0.*

Public Hearing - Variance Application V-26-001 Amber Pass 8784 Breezy Point Drive Breezy Point MN 56472. Parcel 10210765.

Open Public Hearing

The chair opened the public hearing at 6:31 pm for Variance Application V-26-001.

Applicant Presentation

Amber Pass presented her request to construct a 20x20 glass sunroom addition to the rear of her existing dwelling at 8784 Breezy Point Drive. She explained she planned to move to the property within a year and that the addition would improve the aesthetics of the home both from the neighboring properties and from the adjacent golf course. She noted the variance was necessary due to the structure's existing nonconforming setback, and that shifting the addition would negatively impact mature trees on the property. She added that neighboring property owners had been consulted and were fully supportive. She also noted that a bump-out for a fireplace shown on the plans would be removed. To address impervious coverage concerns, she stated she would remove approximately 550 square feet of driveway and replace it with landscaping, reducing impervious coverage from 34.6% down to approximately 30%.

Staff Review

Staff reviewed Variance Application V-26-001. The property is zoned R-3 (Original Neighborhood) and the existing dwelling is a 40x28 single-story structure built in 1975, with

a previously approved 5-foot side yard setback variance. The proposed 20x20 addition would be placed 41 feet from the rear property line and 4.9 feet from the side property line. Staff noted that the applicable impervious coverage limit is 34%, and that with the proposed driveway removal, coverage would be brought down to 30%. Conditions suggested for approval included obtaining a building permit, confining surface water to the site, maintaining a 4.9-foot side yard setback consistent with the previously granted variance, and reducing impervious coverage to 30%.

Public Input

No members of the public came forward to provide input.

Close Public Hearing

The public hearing was closed at 6:43 pm, and the board moved to official action.

A motion was made by Commissioner Ayers and seconded by Commissioner Brisbin to approve Variance Application V-26-001 with the following conditions: (a) a building permit to be obtained and the building to conform to Minnesota State Building Code; (b) all surface water to be confined to the site; (c) the addition to be 4.9 feet from the side property line, consistent with the previously approved variance; and (d) impervious coverage to be reduced to 30%. Motion carried 4-0.

Public Hearing - Variance Application V-26-002 Gary Grevillius 29473 Shoreview Lane Breezy Point MN 56472. Lots 76, 77, 78 17th Addition to Breezy Point Estates.

Open Public Hearing

The chair opened the public hearing at 6:44 pm for Variance Application V-26-002.

Applicant Presentation

Regina Nelson appeared on behalf of property owners Gary and Jennifer Grevillius, explaining that the purpose of the addition was to create a handicap-accessible bedroom and bathroom on the main floor to accommodate Janet Grevilius's mobility needs, allowing the family to continue using the lake property. Will Iser, representing the landscaping aspects of the project, proposed replacing the existing concrete driveway and sidewalks with permeable pavers to help reduce impervious coverage. The applicants indicated they were willing to remove any impervious surfaces necessary to make the addition work, and noted that lot 76 would be kept in a natural state. They also stated that a hedge row was already planned to address a neighboring concern about wind and snowdrift. The architect, Kevin Anderson, had designed the addition with careful attention to accessibility requirements, including minimum clearances around a bed and a zero-entry shower.

Staff Review

Staff reviewed Variance Application V-26-002. The property, consisting of lots 76, 77, and 78 of the 17th Addition to Breezy Point Estates, is zoned R-2 (Medium Density Residential) and is a triangular-shaped lot on Pelican Lake. A variance for the original house, garage, and deck was approved in 1987, and a prior variance request for a 984 sq. ft. addition was denied in 2004. The existing dwelling is located less than 50 feet from the OHW and is considered a legal nonconforming use. The proposed addition totals 2,123 square feet, comprising a 416

sq. ft. garage, 248 sq. ft. porch, and 1,459 sq. ft. house addition. Proposed setbacks included 43 and 47 feet from the OHW and 7.7 feet from the Shoreview Lane right-of-way, against a required 30-foot setback — staff later noted this should be corrected to 50 feet given the property is served by sanitary sewer. The originally proposed impervious coverage was 33.1%, above the 25% limit. Staff also read into the record a written comment from neighbor Chuck Syverson of 29476 Shoreview Lane, who requested a vegetative buffer between the home expansion and Shoreview Lane, and raised concerns about stormwater runoff and significant snow drifting that had occurred since trees were removed from a neighboring lot.

Commissioners discussed the proximity of the addition to the right-of-way at 7.7 feet, noting safety, snow removal, and driveway length concerns. The triangular shape of the lot was acknowledged as a practical difficulty. Planning and Zoning advised that rather than redesigning the project themselves, the commission should table the application and request a revised plan from the applicant that addresses the right-of-way setback concerns.

Public Input

No members of the public came forward to provide input.

Close Public Hearing

The public hearing was closed at 7:04 pm.

A motion was made by Commissioner Brisbin and seconded by Commissioner Theis to table Variance Application V-26-002 and request a revised plan from the applicant addressing the commission's right-of-way setback concerns. Motion carried 4-0.

Public Hearing - Petition To Rezone 26-001 Holly Raiche 6799 County Road 11 Breezy Point MN 56472.

Open Public Hearing

The chair opened the public hearing at 7:19 pm for Petition to Rezone 26-001.

Applicant Presentation

Holly Raiche presented her request to rezone her 2.48-acre property at 6799 County Road 11 from Urban Reserve (UR) to Commercial (C). She explained that she had lived in the area for 24 years and that the surrounding area had become increasingly developed over time. She noted she had operated various businesses from her home over the years and currently operates a food trailer as an extension of a brick-and-mortar store in Baxter. She stated that properties across the road were already zoned commercial and that she felt her property was the last remaining holdout in an otherwise commercial and public corridor.

Staff Review

Staff noted that the comprehensive plan did not identify this area for near-term commercial development. Under its current Urban Reserve zoning, the land is intended for long-term urban growth while allowing low-density residential and agricultural uses in the interim. Staff also highlighted that a rezoning to commercial would open the property to the full range of commercial uses, not just a food truck, and that this broader implication needed to be considered. Commissioners noted that the property would constitute a spot zone, and one commissioner raised concerns about the lack of adequate transportation infrastructure along County Road 11, referencing the comprehensive plan's goal of directing commercial

development to areas served by adequate transportation. It was also noted that the area did not meet the plan's strategy of concentrating commercial development at identified nodes in already-commercial zones.

Public Input

Three members of the public spoke in opposition to the rezoning. Gary Mitchell of 6944 Nickel Road, whose land borders the applicant's property, stated that while Holly had been a good neighbor, he was opposed to the rezoning due to concerns about what could happen to the land if it were sold and a different commercial use was established. He also noted that the prospective new owner of his property was likewise opposed. Sarah Lovejoy of 7006 Nickel Road expressed concern about potential light and noise pollution from future commercial uses beyond the food truck, and stated that without a guarantee limiting use to the food truck, she could not support the rezoning. Kenzie Stish of 7036 Nicoll Road cited traffic safety concerns, noting that the County Road 11 corridor on that side was already difficult to navigate, and that allowing commercial development on the Urban Reserve side could necessitate road widening and turn lanes. She also emphasized the neighborhood's commitment to preserving the woodlands in the area.

Close Public Hearing

The public hearing was closed at 7:32 pm. Commissioners discussed the request, with the chair summarizing key concerns: the Urban Reserve zoning is fundamentally incompatible with commercial use; traffic and safety concerns along County Road 11 were a known concern; and the rezoning could not be limited to just a food truck — any future owner could operate any permitted commercial use. A motion was made to deny the petition to rezone and forward that recommendation to city council.

A motion was made by Commissioner Theis and seconded by Commissioner Brisbin to deny Petition to Rezone 26-001 and recommend denial to the city council. Motion carried 4-0.

Staff Reports

The new Planning and Zoning Administrator introduced themselves, having started on July 7th, and expressed enthusiasm for working with the city. Staff also reported that the city council had approved the license for the previously use-approved cannabis retail shop. Finally, staff reminded commissioners that candidate filing had begun that day.

Commissioner Reports

No commission reports were given.

Adjourn

The meeting was adjourned at 7:36 pm.