

**CITY OF MARINE ON ST. CROIX**  
**PLANNING COMMISSION**

**MINUTES**

**Tuesday, February 27, 2024 – 7:00 pm**  
**121 Judd Street**

**Present:** Chair Scott Spisak, Commissioners Kristina Smitten, Jennifer Henry, Lisa White, Gerry Mroska (remote)

**Absent:** Commissioners Tim Casey, Anna Hagstrom

**Citizens Present:** Bob Hollerbach, Lynn Waldorf, Darrell Schaapveld, Eric Doyle, Chloe Raimey, Anne Minich (remote), Beth Richmond (HKGi, remote)

Chair Spisak called the meeting to order at 7:00 pm.

**Approval of Agenda**

*Henry moved to approve the agenda. White seconded. Roll call vote: Henry – yes; Spisak – yes; Smitten – yes; White – yes; Mroska – yes. Motion carried unanimously.*

**Review of Minutes**

The Commission reviewed the minutes of January 30 regular meeting and the February 13 workshop with City Council. No changes were requested to either document. The February 13 minutes will move to Council for approval.

*Smitten moved and Henry seconded to approve the minutes of the January 30 meeting. Roll call vote: Spisak – yes; Smitten – yes; White – abstain; Mroska – yes; Henry – yes. Motion carried.*

**Conditional Use Permit Proposals**

- **CUP Pre-Application: Jackson Meadow Lot – accessory structure**  
Eric Doyle and Chloe Raimey were in attendance on behalf of the Jackson Meadow Neighborhood Association (JMNA). JMNA would like to build an accessory structure on a lot without a principal structure at 146 Kingfisher Lane. Zoning Ordinance Section 502.2.2A.I allows for such use via CUP for non-individual property owners including homeowner associations. The building will be a 40 x 22 foot (880 sq. ft.) one-story garage used to store maintenance equipment including a utility vehicle used to mow and groom public trails. Chair Spisak assigned commissioners Hagstrom, Casey, and White to visit the site and work with Mr. Doyle and Ms. Raimey preparing the application.
  
- **CUP Pre-Application: 1410 Quant Ave – fence height**  
Darrell Schaapveld would like to install an 8-foot-high privacy fence along a portion of the north boundary of his property to reduce conflict with his neighbor over snow placement and dogs barking. He noted that he plans to hold occasional wellness classes on the property (these would have to be separately reviewed through the Special Event Permit process). Chair Spisak advised that no permit is needed for a fence up to 6 feet tall, but Mr. Schaapveld is intent on pursuing the 8-foot fence. Chair Spisak assigned commissioners Smitten and Henry to visit the site and work with Mr. Schaapveld to prepare his application.

## **Old Business**

### **2024 Work Plan**

The Commission discussed priority items and next steps as follows:

- Protections for historic, substandard Riverway buildings – Planner Beth Richmond will prepare a schedule of potential tasks for the March meeting.
- Ticketed events – The Commission would like further clarity on its role, and where its work begins and ends.
- Solar – Ms. Richmond will look for a model ordinance or two to use as a starting point.
- Cannabis – For efficiency, the Commission will wait until model ordinances are available to address this, likely this summer.
- Residential care facilities – Ms. Richmond will verify that the zoning code adequately addresses residential care facilities. If so, this item can be removed from the work plan.
- Lot size analysis; tiny homes – The Commission will address these later, as it has time.

## **New Business**

### **Select Acting Chair**

Chair Spisak reported that, although Commissioner Casey was absent to the meeting, he had agreed to act as chair in Mr. Spisak's stead as needed.

*Commissioner White moved to select Casey as Acting Chair. Seconded by Henry. Roll call vote: Smitten – yes; White – yes; Mrosla – yes; Henry – yes; Spisak – yes. Motion carried unanimously.*

### **Chair Comments**

Chair Spisak welcomed Commissioner White and expressed excitement to have the newly approved zoning code in hand.

### **Adjournment**

*Smitten moved and White seconded to adjourn at 7:43 pm. Roll call vote: White – yes; Mrosla – yes; Henry – yes; Spisak – yes; Smitten – yes. Motion carried unanimously.*

Minutes taken by Suzanne Dammann, Assistant City Clerk