



CITY OF SPRING PARK  
CITY COUNCIL MINUTES  
JANUARY 17, 2023 – 6:30 PM  
SPRING PARK CITY HALL

1. CALL TO ORDER

The meeting was called to order at 6:30 p.m.

Council: Council Member's Chase, Hoffman, and Sippel were present. Council Member Horton was absent.

Staff: City Administrator Anderson, City Attorney Murphy, and City Planner Johnson

2. PLEDGE OF ALLEGIANCE

Mayor Rockvam led the audience in the Pledge of Allegiance.

2b. OATH OF OFFICE (Horton, Sippel, Rockvam): *Mayor Rockvam and Council Member Sippel took their Oaths.*

3. APPROVAL OF AGENDA

*Council Member Hoffman motioned, being seconded by Council Member Chase, to amend the agenda moving item 6e under the Consent Agenda to before item 7a. under the Action Agenda. On vote being taken, the motion was unanimously approved.*

4. PUBLIC COMMENT: none

5. REQUESTS & PRESENTATIONS

- a. Introduction of City Attorney Joseph Murphy (CCS): City Attorney Murphy introduced himself and his firm and stated who his firm represents.

6. CONSENT AGENDA

- a. Approve Regular City Council & Work Session Minutes from December 19, 2022
- b. Approve January 3, 2023 - Claims for Payment
- c. Approve January 17, 2023 - Claims for Payment
- d. Approve Business and Message License Renewal for Skingevity Spa
- e. Approve Sunset Access Encroachment Agreement
- f. Approve THC License - Back Channel Brewery
- g. Approve Back Channel Special Event – Electric Snow Globe – January 21, 2023
- h. Resolution #23-06 - Naming Official Newspaper
- i. Resolution #23-10 - Electronic Funds Transfer
- j. Resolution #23-11 - Designating Annual Polling Places

*Council Member Hoffman motioned, being seconded by Council Member Sippel, to approve the Consent Agenda as presented. On vote being taken, the motion was unanimously approved.*

## 7. ACTION AGENDA:

### **Item 6e (moved down from the Consent Agenda):**

The property owner of 4000 Sunset Drive, Joe Cheney, reviewed the improvements he is making to his property using the Lot Line Exhibit provided in the Council packet as his guide. He stated he would be building a retaining wall at the end of his property that sits higher than the ROW access and removing rocks and pavers that were that were on the lot line along with moving the stair landing so that it was at an angle and not encroach on the ROW. It was requested by Council that either by a separate narrative or made part of the encroachment agreement that the improvements discussed would be clearly stated. Cheney stated his attorney would send to City Attorney Murphy. City Administrator Anderson said the language was included in the agreement, so it wasn't needed. Cheney stated he might want to erect a fence between the lake access and his property although no plans or surveys for the fence were reviewed or included. Council Member Hoffman stated the intent to remove the retaining wall and stairs should be clearly stated in either the encroachment agreement or on the permit.

*Council Member Hoffman motioned, being seconded by Council Member Chase, to approve item 6e, the Sunset Access Encroachment Agreement and Exhibits. On vote being taken, the motion was carried 3/4. Council Member Sippel abstained.*

City Planner Lori Johnson introduced herself, her background, and her planning experience to Council and then moved forward to review the conditional use permits for Olson Global (The Yacht Club, 4165 Shoreline Drive). She recapped each CUP, the details for their use, the multiple previous hearings, planning commission meetings, the actions taken along with multiple pieces of information that has been submitted to address the concerns brought forward. She stated all concerns had been addressed except for three items which were the retail use, loading spaces, and the non-conforming use of the parking lot. She stated the retail use is for coffee, essentials, and branded merchandise for hotel guests and will be owned by the hotel - it was determined this did not require a conditional use permit. For the loading spaces, the size was a concern however the applicant stated they can use smaller trucks to meet the requirements. Additionally, it was determined after ordinance review by City Planner Johnson that 2 spaces are required for loading and 2 are provided. Regarding the nonconforming parking lot, Planner's Brixius already stated the lot does not need to be brought into total compliance - City Planner Johnson reviewed Alan's information and summary and confirmed that the parking meets all code requirements. The plunge pool has been removed from the plans. The applicant can apply later via a variance or CUP if desired, but per the DNR it cannot encroach into the setback.

City Planner Johnson commented that the concerns stated in Alisa Butler's letter have been addressed with some falling under the purview of the LMCD and DNR. The applicant is responsible for working with those agencies to address any issues.

City Planner Johnson recommended that conditions 4,5,6 & 8 of 23-07 and 2,3,5, & 6 of 23-08 are removed as they are no longer relevant due to the new parking plan that was submitted on 1-11-2023.

#### a. Resolution 23-07: Approving Conditional Use Permit (Hotel)

*Council Member Sippel motioned, being seconded by Council Member Hoffman, to approve Resolution 23-07 with the conditions and language set forth stating the applicant will comply with all City Ordinances of the City of Spring Park before any certificate of occupancy is issued. Additionally, illegal trespassing or parking on private property will include employees. It was further agreed that conditions 4, 5, 6 and 8 can be removed as they are no longer relevant due to the new parking plan that was submitted by the applicant on 1-11-2023. On vote being taken, the motion was unanimously approved.*

*On roll call: Hoffman - yes, Sippel - yes, Chase - yes, Rockvam - yes.*

b. Resolution 23-08: Approving Conditional Use Permit (Restaurant)

*Council Member Sippel motioned, being seconded by Council Member Hoffman, to approve Resolution 23-08 with the conditions and language set forth stating the applicant will comply with all City Ordinances of the City of Spring Park before any certificate of occupancy is issued. Additionally, illegal trespassing or parking on private property will include employees. It was further agreed that conditions 2, 3, 5, and 6 can be removed as they are no longer relevant due to the new parking plan that was submitted by the applicant on 1-11-2023. On vote being taken, the motion was unanimously approved. On roll call: Hoffman - yes, Sippel - yes, Chase - yes, Rockvam - yes.*

c. Resolution 23-09: Approving Conditional Use Permit (Outdoor Dining)

*Council Member Hoffman motioned, being seconded by Council Member Chase, to approve Resolution 23-09 with the conditions and language set forth stating the applicant will comply with all City Ordinances of the City of Spring Park before any certificate of occupancy is issued. On vote being taken, the motion was unanimously approved. On roll call: Hoffman - yes, Sippel - yes, Chase - yes, Rockvam - yes.*

d. Approve City Appointments for 2023

*Council Member Chase motioned, being seconded by Council Member Hoffman, to approve the Appointments for 2023 as follows: Acting Mayor - Council Member Hoffman, Administrative Committee - Council Member Chase, Police Commission Alternate - Council Member Hoffman, LMCC - Council Member Sippel. On vote being taken, the motion was unanimously approved.*

8. REPORTS

- a. Mayor & Council: Council Member Sippel commented that the amount of salt used should be cut in 1/2 and asked if there is anything we can do to reduce it. City Administrator Anderson stated he would check with Larson on both salt and knocking down some of the snow at the street corners that is causing difficulty seeing and safety issues.
- b. Staff: none

9. ANNOUNCEMENTS/MISCELLANEOUS (INFORMATION ONLY)

- a. February 6, 2023 - City Council Regular Meeting – 6:30PM
- b. February 8, 2023 - Planning Commission Meeting – 6:00PM
- c. February 21, 2023 – City Council Regular Meeting – 6:30PM
- d. February 21, 2023 – City Council Work Session – 5:30PM

10. ADJOURNMENT

*There being no further discussion, Council Member Hoffman motioned, being seconded by Council Member Chase, to adjourn the meeting at 8:29p.m. On vote being taken, the motion was unanimously approved.*

Respectfully submitted,  
Jamie Hoffman, City Clerk