



**Variance Board Regular Meeting
City Council Chambers, 2660 Civic Center Drive
Minutes – Wednesday, January 8, 2025 – 5:30 p.m.**

1. Call to Order

Vice Chair Bjorum called to order the regular meeting of the Variance Board at approximately 5:30 p.m. and reviewed the board's role and purpose.

2. Roll Call & Introductions

At the request of Vice Chair Bjorum, City Planner Thomas Paschke called the Roll.

Members Present: Vice Chair Bjorum and Members Aspnes and McGehee.

Members Absent: Chair Schaffhausen

Staff Present: City Planner Thomas Paschke, Community Development Director Janice Gundlach, and Senior Planner Bryan Lloyd.

3. Approval of Agenda

MOTION

Member McGehee moved and was seconded by Member Aspnes to approve the agenda as presented.

Ayes: 3

Nays: 0

Motion carried.

4. Review of Minutes: December 4, 2024

MOTION

Member Aspnes moved, seconded by Member Bjorum, to approve the December 4, 2024 meeting minutes.

Ayes: 3

Nays: 0

Motion carried.

5. Public Hearing

Vice Chair Bjorum reviewed the protocol for Public Hearings and public comment and opened the Public Hearing at approximately 5:36 p.m.

a. PLANNING FILE 24-020

Request to Allow a Freestanding Sign to be Installed within the Required Minimum Setback from the Front and Side Property Lines.

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Senior Planner Lloyd reviewed the variance request for this property, as detailed in the staff report dated January 8, 2025.

Member Aspnes asked if the sign that is proposed is roughly the same size and height from the ground and if it is generally a one-for-one replacement with just moving the placement of it.

Mr. Lloyd indicated that he had not given much consideration to it because there are sign standards in the City. He noted that the application is not proposing more sign space, just a new location that happens to encroach on those front and side minimum setbacks.

Member McGehee asked if there was a representative for the applicant at the meeting.

Mr. Lloyd believed there was a representative at the meeting.

Vice Chair Bjorum asked if the representative would like to address the question.

Mr. Brian Kirk explained that the proposed sign is not much more prominent in size. He took into account the maximum size allowed and did not come close to that. He noted that the sign will be eight feet by four feet and be the same size as far as area goes. He indicated they wanted the input of their neighbors and did not want to make it too large. He believed the sign was a little higher by a foot or two.

Vice Chair Bjorum asked if anyone from the public would like to comment. No one came forward, so Vice Chair Bjorum closed the public hearing at 5:46 p.m.

MOTION

Member McGehee moved, seconded by Member Aspnes, adoption of Variance Board Resolution No. 171 (Attachment 4), entitled “A Resolution Approving a Variance to Dimensional Standards for a Freestanding Sign at 1690 Hamline Avenue (PF24-020).”

Ayes: 3

Nays: 0

Motion carried.

b. PLANNING FILE 24-021

Request to Allow a Proposed Home Addition to Encroach into the Minimum Required Rear Yard Setback at a Residential Property.

Senior Planner Lloyd reviewed the variance request for this property, as detailed in the staff report dated January 8, 2025.

Vice Chair Bjorum asked if the deck and front patios set into the setback need to be considered or if they can encroach on the setback.

Mr. Lloyd explained those types of things are not held to the same setback standards as the enclosed structure.

Member McGehee indicated that the current rear setback is 19.6, so the only thing encroaching is the deck, which is pretty much the same as what is in the front.

Member McGehee asked when these projects come forward to the City if the Planning Department considers impervious surfaces.

Mr. Lloyd explained that the impervious surface requirements still apply, and he believed these applicants had been working with Roseville's Public Works staff on the mitigations needed to have more than thirty percent impervious coverage.

Vice Chair Bjorum asked if the applicant would like to address the Board.

Mr. Lindberg reviewed the plans to add rain gardens to the property to improve its impervious surface. He noted that his neighbors have approved this proposal and can provide the information to the City.

Vice Chair Bjorum closed the public hearing at 5:57 p.m.

MOTION

Member McGehee moved, seconded by Member Aspnes, adoption of Variance Board Resolution No. 172 (Attachment 4), entitled "A Resolution Approving a Variance to Dimensional Standards Pertaining to a Home Addition at 1274 Rose Place (PF24-021)."

**Ayes: 3
Nays: 0
Motion carried.**

6. Adjourn

MOTION

Member Aspnes, seconded by Member McGehee, to adjourn the meeting at 6:01 p.m.

**Ayes: 3
Nays: 0
Motion carried.**