

MINUTES OF PLANNING COMMISSION MEETING

February 15, 2017

Pursuant to due call and notice thereof, a regular Planning Commission meeting was held at City Hall on the 15th day of February, 2017 at 6:30 PM

THE FOLLOWING MEMBERS WERE PRESENT: Commissioner Ferris, Commission Sannes, Commissioner Tinsley and Commissioner Zelinske, Commissioner Burton.

THE FOLLOWING WERE ABSENT: Commissioner Torkelson and Commissioner Borgstrom

THE FOLLOWING WERE ALSO PRESENT: City Administrator Coleman, City Clerk Rappe, City Engineer Theobald, Councilperson Buck, Councilperson Egger, Fire Chief Fitch, Rich Massey and David Martin of Massey Surveying, Matt Leth, Ryan Roberts representing Kwik Trip and Christine Foote

CALL TO ORDER: Commissioner Ferris called the meeting to order at 6:30 PM.

MINUTES OF PREVIOUS PLANNING COMMISSION MEETING: **Motion to Approve the January 9, 2017 made by Commissioner Zelinske, second by Commissioner Sannes with all voting Aye.**

SWEAR IN NEW PLANNING COMMISSIONER - Commissioner Duane Burton was sworn in.

ELECT A CHAIR AND VICE CHAIR FOR PLANNING COMMISSION – Motion by Sannes, second by Zelinske to elect Tom Ferris as Planning Commission Chairman, with all voting Aye.
Motion by Burton, second by Zelinske to elect Mark Sannes as Planning Commission Vice-Chair, with all voting Aye.

PUBLIC HEARING FOR CONDITIONAL USE PERMIT FOR KWIK TRIP ELECTRONIC SIGN – City Clerk Rappe explained that the sign will be 5 feet taller and 17 square feet larger than the code allows but in a C-3, Highway Commercial Zone Section 154.082 H Subd 3 and 9 this can all be allowed, along with the electronic message sign, with a conditional use permit. Ryan Roberts, from Kwik Trip was in attendance to answer questions. Mr. Roberts stated that the reason the sign is higher is to get the under clearance to be able to see under the sign.

Public Hearing Opened – no comments

Public Hearing Closed.

Discussion – Commissioner Sannes stated that this was discussed at last month's meeting. Chairman Ferris stated that this is straight forward and not bothering residential areas to put restrictions on lighting.

Commissioner Burton stated that the sign ordinance should be looked at to accommodate these types of signs in districts such as Highway Commercial. **Motion to Approve the Conditional Use Permit for the Electronic Message Sign Height and Size made by Sannes, second by Burton with all voting Aye.**

PUBLIC HEARING FOR THE PRELIMINARY PLAT PRAIRIE WILLOW ESTATES FOURTH – Administrator Coleman stated that she and Engineer Theobald met today and put together some recommendations for conditions of approval that have been handed out to all of the Commissioners. David Martin, Massey Land Surveying was in attendance to answer any questions.

Public Hearing Opened – no comments

Public Hearing Closed.

Discussion – Commissioner Burton asked who would be taking responsibility for the retention pond. Administrator Coleman stated that the development would keep the wetlands and the City would take ownership of the pond. On the map that Coleman and Engineer Theobald handed out the Outlot has been divided into two outlots, wetlands and pond. Engineer Theobald stated that the recommendation is that the City Engineer review and approve the final construction plans and the final plat. Theobald stated that the pond discharges to the north side of old Highway 14 and then to the south under the highway to Masten Creek. Theobald stated that the storm sewer and runoff should all run to the wetpond. Commissioner Burton was concerned if a two foot depth is large enough to hold the runoff. Mr. Martin stated that the pond was designed with the west PUD in mind. Engineer Theobald stated that Mark Gamm from Dodge County regulates wetlands in Dodge County and designed grades and construction documents will be those that are approved by the engineer.

Motion to Recommend Approval of the Preliminary Plat with the conditions stated on the handout made by Burton, second by Zelinske with all voting Aye.

RADEL GENERAL DEVELOPMENT PLAN – Rich Massey, Massey Land Surveying spoke on behalf of the development plan. Mr. Massey stated that Mr. Radel has a purchase agreement with someone for 2.5 acres, which would be lot 2 of the proposed general development plan. Access is a big question. Administrator Coleman stated that she and the City Engineer have met with the County and they would prefer the use to be non-residential and the County has indicated that they would give right of way for the future 16th St. Staff had a recommendation of having a street going north/south on the west side of the Radel property and the County is receptive to allowing the City to build a road on their property on the west side of this subdivision. Engineer Theobald stated that the City has not received the review from MNDoT regarding the Highway 57 and 16th St intersection. Administrator Coleman stated that the City Attorney suggests that the rezone be delayed until an acceptable GDP is approved. Administrator Coleman suggests resubmission of the GDP taking into account the recommendations from the staff planning review. **Motion for reject the General Development Plan until a plan taking into account the staff recommendations is submitted, made by Burton, second by Tinsley with all voting Aye.**

PUBLIC HEARING FOR RADEL PROPERTY REZONE –

Public Hearing Opened – Christine Foote – 1701 N Mantorville Ave. – Ms. Foote is not in favor commercial development. Ms. Foote and one neighbor are the only residential there. Commissioner Zelinske asked that if it is decided at a later date if the street could be vacated, Administrator Coleman stated that it could. Commissioner Burton stated that MNDoT could suggest that the frontage road should go away in which case this could become a private drive. Engineer Theobald stated that there are quite a few possibilities for what could happen with the frontage road and these need to be addressed with the development and with MNDoT's recommendation.

Public Hearing Closed.

Staff stated that the application was submitted on January 26, 2017, suggestions for a 60 day extension would be appropriate or the applicant could write a letter waiving the 60 day rule or it could be denied today and resubmitted when the GDP is approved. Engineer Theobald asked the Planning Commission what their vision of this property should be. The Commissioners will compare the different commercial zones for the March meeting and how this fits in with future plans.

Motion to table the rezone request to the March 13, 2017 Planning Commission meeting made by Burton, second by Sannes with all voting Aye.

OTHER BUSINESS –

Matt Leth and David Martin wanted to informally discuss the preliminary plat that is submitted for the March meeting. This parcel would be divided into four lots and a outlot. The water would be extended from the County Road to the south. They are also proposing to use individual grinder pumps and put in a force main to go to the west to tie into a private force main and at this time they have verbal permission to use. They would like to discuss with the City the possibility of running water and sewer under highway 14 in the future.

Clerk Rappe asked for volunteers to take the Land Use Basics on-line course.

ADJOURN: Since the agenda had been met the meeting was adjourned at 7:32 pm.

ATTEST:

Linda Rappe
City Clerk

Theresa Coleman
Zoning Administrator/City Administrator