

**MINUTES
CITY OF DELANO
PLANNING COMMISSION
Monday, July 13, 2009
7:00 PM**

1. CALL TO ORDER

The Vice Chairman, David Kenison, called the Regular meeting of the Delano Planning Commission of Monday, July 13, 2009, to order at 7:01 p.m.

2. ROLL CALL

Members Present: David Kenison, Vice Chairman
Leon Zeug, Secretary
Howard Glass, Commissioner
John Beussman, Commissioner
Lars Impola, Commissioner
Steve Williams, Commissioner

Members Absent: Jon Krieg, Chairman

Also Present: Betsy Stolfa, Council Liaison
Marlene E. Kittock, City Clerk
Vince VanderTop, City Engineer, Wenck
Associates, Inc.
Carrie Fuhrman, City Planner, Northwest
Associated Consultants

3. APPROVAL OF AGENDA

Motion by Jon Beussman, seconded by Leon Zeug to approve the agenda of the Regular meeting of the Delano Planning Commission for July 13, 2009 as submitted. Motion Carried 6-0.

4. MINUTES

A. Minutes of the Planning Commission from Monday, May 11, 2009.

Motion by Howard Glas, seconded by Steve Williams to approve the minutes of the Delano Planning Commission Meeting of Monday May 11, 2009, as submitted. Motion Carried 6-0.

5. PUBLIC HEARING

There was none.

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6. NEW BUSINESS

- A. Review and approve request of Rodney and Virgil Scherping District d/b/a Crow River Harley Davidson for a revised site and building plan review, amendments to the Conditional Use Permits for an outdoor motor vehicle sales lot and a Conditional Use Permit for an exception to the B-3 District architectural standards to allow for metal panels on the building elevations in phase one, and a variance request to the number of wall-mounted signs allowed per lot in the B-3 Zoning for the property located at 822 Babcock Blvd.**

Carrie Fuhrman of Northwest Associated Consultants reviewed her report dated July 7, 2009 regarding the request of Rodney and Virgil Scherping for a revised site and building plan review, amendments to the conditional use permits for an outdoor motor vehicle sales lot and a conditional use permit for an exception to the B-3 District Architectural standards to allow for metal panels on the building elevations in phase one, and a variance request to the number of wall-mounted signs allowed per lot in the B-3 Zoning District per the City Planner's report dated July 7, 2009 and the City Engineer's Report dated July 7, 2009 for the property located at 822 Babcock Blvd. The project proposes a building expansion addition to the Crow River Harley Davidson dealership and reconstruction of the existing parking lot. The 2.60 acre property is located east of Highway 12 west of Ebersole Avenue. In June 2008 the property owners received city approval for the aforementioned application, however the work was not commenced and as such the applicant received approval for an extension of the CUPs, variance and site plan review. The revised plans have significantly changes and thus the city has requested that the project go through the site and building plan review process with the new layout. This project includes a 5,892 square foot building addition and reconstruction of the existing parking lot. The addition will encompass the entire front (west) sales portion of the current building and will create an entirely new façade for the exterior facing US Highway 12. The rear (east) elevation of the building exterior will remain the same, and only minor changes will occur in the interior portion of the building which serves as a service and storage area. The entire detached storage building will remain in its current state. In addition to the building reduction and number of construction phases, the parking lot's impervious area will be decrease from 2.14 acres to 2.03 acres.

The 2.6 acres site is zoned B-3 Highway Business District and guided by the City's Comprehensive Plan for commercial uses. The property to the east is guided for residential use. The properties to the west, north, and south are also guided for commercial uses. The proposal is compliant with the city zoning standards regarding

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lot area, lot width, lot depth, building setback for the front, rear, and both sides, the parking setbacks, and building height. It is noted that the revised project is improving a non-conforming situation as it is removing bituminous pavement that is currently within the right-of-way of Highway 12 by removing all of the parking stalls currently located within the right-of-way and relocating them to meet the parking lot setback standard.

The current site contains 55 parking stalls. With the proposed addition 67 parking are proposed which exceeds the 64 required spaces. The dimensions if the stalls and aisle widths are also complaint. The plan indicates four additional "Motorcycle only" parking stalls to be designated with appropriate signage in the southwest corner of the property, with 3 handicapped –designated stalls to the south of the existing retailing building. The applicant is proposing concrete curb and gutter around the 3,535 square yards of new bituminous pavement area, concrete pavement strips to protect the bituminous from damage from motorcycle parking, and concrete walks and aprons around the building. The outdoor display area on the west and south sides is also proposed to be concrete. The site is accessed from both Highway 12 and Ebersole Avenue adjacent to the southern property line. These access points will remain. There is a 20 feet easement along the southern property line to provide site access to the adjacent property owner at these two points. All building and parking space access is provided by a drive aisle that encircles the main building. The floor plan indicates the service entrance is to be located in the southwest corner of the existing shop/storage area. A high speed rollup door is proposed on the west side of the service entrance, which opens onto the exterior concrete display area. The loading area appears to be on the south side of the existing shop-storage area.

No pole mounted light fixtures are proposed, and all lighting is proposed to be mounted on the building. No information has been submitted on the type of fixtures that exist or will be used. City regulations require a 90 degree cutoff down cast fixture for all commercial lighting. A photometric plan is required in order confirm compliance with the city lighting criteria.

The proposed landscaping plan indicates Bur Oaks along the west side, and 3 landscaped peninsulas with a mixture of evergreen trees and shrubs. Staff is recommending that additional details of these peninsulas plantings regarding the sizes be submitted. The northwest corner of the the property is to be sodded. The detached storage building is now proposed to remain in its existing location. There is no landscaping proposed on the east side of the building in the yard adjacent to Ebersole Avenue. Staff is recommending 3 inch diameter shade trees be planted 40 feet apart between this building and the newly dedicated right-of way of Ebersole Avenue to break up the mass of the building.

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The existing pylon sign is proposed to remain in the southwest corner of the property. Staff is recommending details of the existing signage to determine compliance with the city's sign ordinance. Two wall mounted signs of 64 square feet and 23.33 square feet exist on the west elevation of the building. The applicant is proposing 2 additional 43 square feet wall-mounted logo signs which will be located at the main entrance on the west side and the other on the south elevation. The total wall signage is proposed at 173.33 square feet which is less than the 357.60 allowed square footage. However, the four wall signs are not compliant with city code. Since the property is unique in that it contains significant street frontage, staff recommends that a variance may be granted provided the total sign area of one pylon sign and four wall mounted signs does not exceed the 15 percent of the total front façade or 357.60 square feet.

The existing structure is completely composed of metal panels and is an existing condition and is a legally established non-conforming use. The proposed structure will consist of 22 foot high exterior precast concrete panels on the south and west elevations. The panels will extend 7.5 feet above the actual building roof and will provide complete screening of the roof-mounted HVAC and other equipment. A 15 foot by 15 foot entrance will be located on the southwest corner of the building, consisting of 26 foot high precast panels with two doors facing west and south. Insulated steel wall panels are proposed on the north side of the building. The current proposed structure brings the building closer to conformance with the City's code than the previous design. An amendment to the previous CUP is required because more than 75 percent of the north wall of the addition is metal panels.

Trash and recycling materials storage should be placed inside the main building or in the detached storage unit.

As part of this project, the City is seeking to formally document the Ebersole Avenue ROW by recording an easement 33 feet from the center line. This easement will allow future expansion of the road. A 33 foot easement from the road centerline shall be dedicated to the City as a condition of approval.

The grading, drainage, erosion control, and utility plans shall be approved by the City Engineer. Vince VanderTop of Wenck Associates, Inc. reviewed his engineer's report dated July 7, 2009. The existing on-site septic system will be removed. The existing well will be capped and abandoned in place. All regulatory requirements of the Minnesota Department of Health shall be met. The existing parking lot which encroaches in the MnDOT TH 12 ROW is proposed to be removed. The existing property sign will be left in place and the proposed site improvements constructed

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around the sign. The property has a shared access from 12 and Ebersole with the adjacent property owner to the south. Verification of the shared drive access agreement may be beneficial to document this condition. Sanitary sewer service will be provided via a service front the truck sanitary sewer installed in Ebersole. A service stub was installed for this property as part of the previous trunk sanitary sewer project. This stub was installed near the center of the property in proximity to the existing septic system. The connection between the building and the service stub will require the extension of the service below the existing storage building. This extension shall meet the requirements of the Building Office. This will include the installation of a casing below the storage building. The sewer service will be installed inside the casing. This requirement was discussed with the property owner. The 2-inch water service will not be constructed below the storage building as shown on the plans. Instead, it will be constructed adjacent to the fire service show near the property driveway to Ebersole. The 2-inch domestic service must be separate from the fire service. The split in service line will need to occur prior to the proposed fire hydrant. The 2-inch service must include a stop box near the property line. The size of the fire service must be determined by the applicant on the needs of the building fire sprinkler system. A gate valve near the property line is shown on the fire service line. A valve must also be included to isolate the hydrant. The western portion of the property currently drains to the Highway 12 ROW. Drainage calculation show that the rate and volume of runoff is not increasing to Highway 12 and in fact is being reduced slightly from 2.14 to 2.03 acres. MnDOT should also review the drainage calculation to verify the rate and volume are not increase. The number and location of hydrants must be reviewed and approved by the fire chief and building official. If more than one hydrant is required looping of the water system may be required. All water main work and connections shall be reviewed and inspected by the city. No changes are being proposed to the gas or electric service. If any changes do occur these alteration will need to be reviewed and approved. A snow storage and removal plan needs to be submitted for approval by the city. The applicant is required to submit the NPDES permit to the State of Minnesota for approval. THE SWPPP should also reflect a maintenance agreement for the sump manholes

The proposed stormwater management plan is different from the plan previously submitted. The previous plan altered existing drainage patterns by routing more runoff away from Highway 12 and toward Ebersole Avenue. As such, the applicant proposed an underground storage tank to meet rate and volume control requirements. This plan maintains existing drainage patterns, and therefore does not rely on underground storage tanks for rate control. The stormwater management plan also includes sumps in the 4 new proposed manholes. The sumps will capture sediment from the parking lots prior to discharge to the ROW and ditches. Sumps

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are not required but will improve the quality of water prior to moving downstream. It is recommended that a maintenance agreement be established to assure the sump manholes are maintained and sediments are removed as needed. The existing storm sewer serving the parking lot west of the building is not changed. As such, sump manholes are not included in this area of the system.

Leon Zeug suggested that sump pump maintenance agreement be mandatory instead of passive. He stated he wanted to insure that grit and oils did not get into the storm water drainage system.

Andy Brandel, PE from I & S Group, Mr. Scherping engineer reviewed the reports of the planner and engineer and his client and find the terms ad condition acceptable. He is aware the MnDOT drainage verification concern and is currently working on getting that approval.

The Vice-Chairman called for public comment three times. None was heard.

Lars Impola asked for clarification regarding the removal of the underground storage tanks holding pond. Vince VanderTop explained that a new design that include manhole with sump pump is being proposed here.

Steve Williams inquired about item number 16 in the City Engineer's report regarding the number of hydrants required. Vince VanderTop stated that the plan indicates one new hydrant to be installed but the fire chief and building official needs to determine how many are needed. The water main is only located in Ebersole and there is not a water line located with highway 12 side of the project, thus if more than one hydrant is require then looping of the system may be required. The applicant is a waiting for an answer to this as well as this is a major cost to the project.

Leon Zeug inquired about the manufacturer efficiency of the sump pumps as it relates to storm water quality. Vince VanderTop explained that each of the sump pump manhole would allow for the lowest two feet collecting sand and grit but this will not treat the storm water. There are no standards for treatment at this time. The applicant will need to decide how to clean these manholes out. Whether that is by using a pile and a shovel or hiring a vacuum truck once the manhole get to 25 to 33 percentage full of settlement. Leon Zeug stated that we have talked about storm water quality standards in the past. Vince VanderTop acknowledged that the Planning Commission discussed this item with the Modern Molding addition. The difference between the two projects is that Modern Molding was significantly increasing the size of its parking lot, whereas this project is actually reducing the size

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of its existing parking lot. This is why the City is requesting a recordable maintenance agreement for these sump pump manholes.

Lars Impola inquired as to why the handicapped parking stall where moved further away from the front entrance. The applicant responded by saying that this is a motorcycle sales shop and that they get very few, if any, handicap customers. They still met the requirements as to the number of stalls required they have just been located further the entrance.

Motion by John Beussman, seconded by Howard Glas to recommend approval of request of Rodney and Virgil Scherping for a revised site and building plan review, amendments to the Conditional Use Permits for an outdoor motor vehicle sales lot and a Conditional Use Permit for an exception to the B-3 District architectural standards to allow for metal panels on the building elevations in phase one, and a variance request to the number of wall-mounted signs allowed per lot in the B-3 Zoning District per the City Planner's report dated July 7, 2009 and the City Engineer's Report dated July 7, 2009, and subject execution of a recorded maintenance agreement between the applicant and the City of Delano for the sump pump manhole drainage system for the property located at 822 Babcock Boulevard. Motion Carried 6-0.

The Planning Commission inquired as to when the project was proposed to begin construction. Virgil Scherping stated that they plan on breaking ground on September 1, 2009, and be ready for occupancy by March 1, 2010.

7. OLD BUSINESS

There was none.

8. UPDATES AND FUTURE LAND USE DEVELOPMENT APPLICATIONS

There was none.

9. COMPLIANCE WITH COMPREHENSIVE PLAN

There was none.

10. ADJOURNMENT

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Motion by Leon Zeug, seconded by Lars Impola adjourned the Regular meeting of the Delano planning Commission of Monday July 13, 2009 at 7:33p.m. Motion Carried 6-0.

There being no further business to discuss the regular meeting of the Delano Planning Commission of Monday, July 13, 2009 at 7:33 p.m.

Jon Krieg, Chairman

Leon Zeug, Secretary

ATTEST:

Marlene E. Kittock, City Clerk