

**AGENDA
CITY OF DELANO
PLANNING COMMISSION
September 12, 2011
7:00 PM**

1. CALL TO ORDER

The Chairman, Jon Krieg, called the regular meeting of the Delano Planning Commission of Monday, September 12, 2011 to order at 7:00 p.m.

2. ROLL CALL

Members present: Jon Krieg, Chairman
 Leon Zeug, Vice Chairman
 John Beussman, Secretary
 Howard Glas, Commissioner
 Lars Impola, Commissioner
 Amy Johnson, Commissioner

Members Absent: Sarah Beamish, Commissioner

Also Present: Alan Brixius, City Planner, Northwest Associated Consultants
 Dale Graunke, Mayor, Council Liaison
 Marlene E. Kittock, City Clerk
 Jamie Madsen, AV Technician

3. APPROVAL OF AGENDA

Motion by John Beussman, seconded by Amy Johnson to approve the agenda for the Planning Commission meeting of Monday, September 12, 2011 as presented. Motion Carried 6-0

4. MINUTES

A. Minutes of the Planning Commission from May 16, 2011.

Motion by Lars Impola, seconded by Howard Glas to approve the minutes of the Delano Planning Commission of Monday May 16, 2011 as presented. Motion Carried 5-0; Jon Krieg abstained

B. Minutes of the Planning Commission from June 13, 2011.

Motion by Jon Krieg, seconded by John Beussman to approve the regular meeting minutes of the Planning Commission meeting of Monday, June 13, 2011 as amended by correcting a few typographical errors. Motion Carried 6-0

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5. PUBLIC HEARING

A. Public Hearing to consider a request from Ridgeview Medical Center for the property located at 916 St. Peter Avenue East for a Site and Building Plan Review and a variance to the front yard setback for an expansion to the existing facility legally described as Lot 1, Block 3, of Delano Crossing First Addition.

Alan Brixius reviewed the planner's report dated September 8, 2011 regarding the request by Delano-Ridgeview Medical's Clinic's for an 11,000 square foot expansion, a site and building review, and variance to the front yard setback. In 2002, the City approved a site and building plans for an 8379 square foot Ridgeview Medical Clinic at 916 St. Peter Avenue. The site and building designed was laid out in a manner to accommodate future expansion.

The existing zoning of B-2 General Business District allows for medical clinics as permitted uses. The zoning ordinance requires expansion for commercial projects to be reviewed by Planning Commission and approved by City Council. The lot area, width, and building setbacks comply with the B-2 District.

The site is currently accessed via a driveway from Tiger drive. With the building addition, the Tiger Drive will be abandoned and a new access will be taken from St. Peter Avenue. This new access point is preferred to reduce traffic onto Tiger Drive near the signalized intersection. The St. Peter Avenue curb cut is properly setback off the intersection and will not be in conflict with other curb cuts along St. Peter Avenue.

This design was recommended by the City Engineer. The required parking is 90 and the site plan illustrates 108 with future parking of 60 additional ones.

All parking stalls and drive aisles are compliant with code. The applicant is requesting a variance from the five foot setback along the south lot line. Consistent with the balance of the Delano Crossing PUD, the clinic was originally approved with a 20 foot landscape setback along Highway 12. With the Highway 12 improvements, MnDOT acquired right-of-way at the Highway 12/Tiger Drive intersection that consumed 19 feet of the clinic's 20 foot parking lot setback.

The applicant has requested a variance to allow a continuation of the one foot parking lot setback along the remainder of the south lot line. In review of the requested variance, the request seems reasonable to maintain continuity in the parking lot design and comfortable driveway movements. The practical difficulty is unique to the lot in that the MnDOT right

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of way acquisition changed a conforming setback into a non-conforming condition. Staff is recommending approval of the variance with the following conditions: 1) Since MnDOT owns an additional 10 foot easement into the clinic property the applicant must provide the City with a copy of MnDOT's permission to encroach into this easement with parking as a condition of variance approval. And 2) Even though MnDOT has indicated an encroachment for landscaping, the applicant is reluctant to install landscaping beyond their property line for fear of losing the investment should MnDOT need to remove the landscaping to access the right of way. MnDOT will not allow for the irrigation system to extend into this easement should the applicant landscape it. Staff is requesting direction with respect to the landscaping issue.

Off-street loading does not appear to be an issue. The site is designed with most deliveries occurring at the main entrance at the north end. The trash room is located in the southeast corner of the existing building. The applicant should illustrate that the north parking lot has proper turning radius for delivery vehicles.

The trash receptacles will be stored within the south east corner of the existing building no exterior trash is proposed.

The proposed 11000±sq ft addition is a single story building extending east of the existing clinic building. The applicant is designing the building to allow for future vertical expansion of this new portion of the building, if needed.

The proposed building complies with this the city's standard that all exterior wall surfaces be a combination of materials including brick, stone, rock face block decorative concrete panels architectural concrete, stucco wood or glass. The base is designed with brick. Vertical brick treatments are also used at the north entrance and along the south wall breaking up the building appearance the balance of the exterior wall will consist of EIFS.

The tallest portion of the new building is 24 feet and will the proposed future expansion of 3 stories or 36 feet is also in compliance

The applicant will need to identify the location and heights of the mechanical equipment so that they can be screened from view of adjoining properties or painted to match the building. Past approval for a multiple story hotel for the property to the east of this site gives some emphasis to the need to address the mechanical equipment location and appearance.

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The applicant must provide the following photometric plan elements, details of the light fixtures showing that the luminary is recessing into a hood or shield to direct light downward at a 90 degree angle, pole height, and any building mounted exterior lighting.

The landscaping plan reveals that the proposed plan meets the City's standards with regard to size and species. The site's green space and landscaping will be irrigated. The following issues were raised: No landscaping is proposed on the south parking lot due to the lack of setback MnDOT has indicated that they would allow for landscaping with the right of way easement. The applicant is concerned about out removal and loss of investment should MnDOT need to do so. Staff recommends expanding the landscaping island around the existing sign in order to fill in green space and create a more attractive intersection treatment. M Irrigation shall be installed to parking lot islands also. Staff would suggest replacing three black hills spruce along St. Peter with two deciduous trees to preserve sight lines along St Peter Avenue and into the site.

This site is part of the Delano Crossing PUD. In planning this area, the developer and City developed a comprehensive storm drainage system for the larger development area. This site will contribute to this larger system. The stormwater discharge from this site is in compliance with the overall system. The site is serviced by Municipal utilities. The city Engineer has reviewed the utility plans an outlines his comments in his letter dated September 26, 2011.

Within the B-2 District single and double occupancy building signs are allowed two wall signs and one freestanding sign. Multiple occupancy buildings containing three or more businesses may request additional signage through a comprehensive sign plan tailored to the specific site. In discussion with the applicant they indicated that the clinic will have multiple tenants and are requesting consideration of a comprehensive sign plan to accommodate the following. The applicant is requesting a wall sign on each side of the building fronting a street or three wall signs with the total wall sign square footage equally less than the total 15% percent of the wall area as per code. The city council approved two freestanding signs at the corners of Tiger and Highway 12 and Tiger and St. Peter Avenue in the 2002 original approvals. The highway 12 sign will be 70.5 sq ft and 11 ft 9 in. in height, and setback from the nearest lo line 8 feet. This complies. The St. Peter Ave sign will be 64.5 square feet 10ft 7 in height and setback 10 ft from the nearest lot line this also complies. The applicant is requesting a third freestanding sign to be located at the clinic entrance on St. Peter Avenue with 24 sq ft and no base at 6 ft 2in. in height setback 120 feet from the nearest lot line. In order to be approved as part of a comprehensive site plan the applicant must provide a description of tenants to demonstrate they qualify as a multiple tent building. With this documentation staff believes that the signage is reasonable and recommends approval of the comprehensive sign plan for the clinic.

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Jon Krieg inquired as to the purpose of the additional MnDOT easement.

Staff indicated that they get the correct date of the engineers report.

- A. Motion by John Beussman seconded by Amy Johnson to open the public hearing to consider the request from Ridgeview Medical Center for the property located at 916 St. Peter Avenue East for a Site and Building Plan Review and a variance to the front yard setback for an expansion to the existing facility legally described as Lot 1, Block 3, of Delano Crossing First Addition. Motion Carried 6-0**

Chairman called for comments three times. None was heard

Motion by John Beussman, seconded by Jon Krieg to closed the public hearing. Motion Carried 6-0

Lars Impola inquired about circulation and turning radius and location of new driveway access. The applicant stated that these items were carefully studied and configured to provide the best locations.

The applicant stated that they plan on four tenants to the building, Ridgeview Medical, Ridgeview Rehabilitation Services, a time share facility with other Ridgeview associated firm, and one other outside firm.

The commission discussed the landscaping along the south property line. It was required with the first improvement project, however due to the highway 12 re-construction city staff did not push the installation. With the new alignment of the highway, the property is non-conforming and by requiring this landscaping it would end up in the right of way and not on the clinic property. Jon Krieg stated that as a member of the aesthetics committee the goal was to have a uniformed highway corridor through town. Thus Jon Krieg felt the standard should be continued.

Leon Zeug inquired as to what MnDOT's standards would be. Alan Brixius stated that a submittal to MnDOT would be required and then the applicant and city would need to respond understanding the MnDOT had the higher priority.

Howard Glas inquired as to the width and how this related to snow removable. Howard Glas indicated his approval of not requiring the southern landscaping.

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Dale Graunke inquired about the precedence of allowing this. Alan Brixius stated that there is justification to not require the landscaping.

Alan Brixius stated to vote on the landscaping issue as a separate line item.

Jon Krieg stated he was okay with the signage request and allowing for flexibility for signage on three sides of the lot. The request was tasteful and not within sight triangle.

Motion by Jon Krieg, seconded by Leon Zeug to require the south lot line be landscape. Motion tied Yeas Jon Krieg, Leon Zeug, and Lars Impola, Nays John Beussman, Howard Glas and Amy Johnson.

Motion John Beussman, seconded by Howard Glas to recommend approval of the request from Ridgeview Medical Center for the property located at 916 St. Peter Avenue East for a Site and Building Plan Review and a variance to the front yard setback for an expansion to the existing facility legally described as Lot 1, Block 3, of Delano Crossing First Addition and for the comprehensive sign plan as submitted and subject to the planners report dated September 8, 2011 and the City Engineer report dated August 30, 2011. Motion Carried 6-0

6. NEW BUSINESS

A. Discuss request from Sil Pro Tool Shop for a Site and Building Plan Review at 751 S 7th Street, Delano MN.

Alan Brixius reviewed his planner's report dated September 8, 2011 regarding the request of Sil-Pro, Acoustigreen and Bauer Design for the property located at 751 South 7th Street in Delano, MN. The building is currently only half occupied by Acoustigreen and Sil-Pro wants to occupy the western portion and Bauer Design Build LLC to locate in a rear bay of the building.

The change in occupancy from a single tenant to a multiple tenant building requires changes to the building and site plan. This requires a site and building plan review by the Planning Commission and approval by the City Council.

The site is zoned I-2 General Industrial which allows manufacturing, warehousing and offices as permitted uses. The lot sites and building setbacks are compliant with the I-2 district standards. The site plan proposes to add 45 new on-site parking stalls which with the existing 42 stalls provide a total of 87 stalls. Per the city standards 54 stalls are required. The parking lot will have continuous concrete curb and gutter and will be hard surfaced with bituminous and striped. A third curb cut will be added to the site that is also compliant with

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city code. No changes are proposed to the existing on-site loading area as both Sil-Pro and Acoustigreen share the loading dock. The existing building meets all the I-2 building design standards. No outside storage of trash will be permitted on the site. All mechanical equipment must also be painted to match the building.

The applicant must provide a photometric plan to prove compliance with the city's lighting standards.

The site changes involve the construction of a parking lot 195 feet from 7th Street an site grading to create a storm water pond to accommodate drainage from the new parking lot. The site is an interior lot surrounded by adjoining industrial land uses. These features are described to give the planning commission some context for evaluating the landscape plan. The landscape plan proposes the addition of some shade and ornamental trees along he wrest side of the proposed p0arkng lot. These trees meet the minimum size standards of the city ordinance. Other landscape features include, the planting of day lilies, ornam4ntal grasses and hostas between the parking lot and the west side of the building. The areas disturbed by grading will be replanted with sod and grass seed. The new pond is proposed to be planted with a wetland seed MnDOT 325. With the slope changes along the west side of the parking lat erosion protection and turf re-establishment will be important The City will require a financial security to warrant the installation and survival of the plantings and turf.

The applicant is proposing to extend both water and sewer from 7th street to the north of the proposed parking lot within an easement to be dedicated to the city. The intent is that these would become public utilities that will serve the building future expansions. The intent is that these would become public utilities that will serve the building, future expansion and may offer opportunity for future looping of the water main systems. The City Engineer and Delano Municipal Utilities must review this proposed arrangement and make recommendation of the acceptability of this being a public utility. They also will need to comment on the size and location of the proposed easement. The water system is a six inch main the dead ends on the north side of the parking lot. At the north end of this main the applicant provides a fire hydrant and a service line to the building. Two separate water services are extended into the building, one for portable water and one for fire protection. The design and location of the service lines into the building will be an obstacle for future expansion of the building. If the main is shown with a plug end; the Delano Municipal Utilities requires a valve on each end of a water main intersection. The plan should include a valve on each end of a water main intersection. The plan should include a valve before the plug. The sanitary sewer will consist of a 6 inch sewer main. This sewer is designed with clean outs spaced at 100 foot intervals. The City Engineer has indicated that this is an acceptable design. The City Engineer is requesting the following additional information: 1) Storm Sewer Calculation for the site to determine the need capacity of the pond, 2) storm

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sewer calculations, 3) applicant must identify existing on-site drainage patterns and demonstrate that the new improvements will not negatively impact adjoining properties, 4) the applicant post a security to insure proper erosion control and turf restoration.

The Sil-Pro application is an opportunity to fill a currently underutilized industrial building, allow for growth of a local industry and bring a new business (Bauer) into the community. Each of the uses fit within the permitted uses of the I-s zoning district. Staff recommends approval subject to the following conditions: 1) Trash handling equipment shall be stored within the building, 2) The applicants provide plans for locating and screening of any outdoor mechanical equipment, 3) Outdoor lighting be provided for the new parking and new building entry along with the location, details, on the fixtures, and a photometric plan showing the lighting levels across the lot, 4) the City Engineer and Delano Municipal Utilities review and approve the utility plan and proposed easement and include a valve on the north end of the water main before the plug, 5) the applicant provide the following information for the review and approval of the City Engineer a) storm water calculation for the site to determine the capacity of the pond, b) storm water calculations, c) existing drainage patterns on the site and demonstrate that the new improvements will not negatively impact the adjoining properties, d) and post a financial security to insure proper erosion control and turf restoration.

Motion by John Beussman, seconded by Lars Impola to recommend approval of the request from Sil Pro Tool Shop for a Site and Building Plan Review at 751 S 7th Street, Delano MN subject to the terms and conditions of the planners report dated September 8, 2011. Motion Carried 6-0

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 Amy Johnson, seconded by Jon Krieg adjourned the regular meeting of the Delano Planning Commission meeting of Monday, September 12, 2011, at 8:04 pm.

There being no further business to discuss the regular meeting of the Delano Planning Commission of Monday, September 12, 2011, was adjourned at 8:04 p.m.

Jon Krieg, Chairman

John Beussman, Secretary

ATTEST:

Marlene E. Kittock, City Clerk