

MINUTES
CITY OF DELANO
Planning Commission
Monday, January 30, 2017
7:00 PM

1. Call to Order

1. Jeff Demeules called the meeting to order at 7:03.

Present:

Larry Bartels
Jeff Demeules
Jeremy Clarke
Nat Malen

Not present:

Ron Drake
Jon Krieg
Steve Williams

Also present:

Al Brixius, City Planner
Dale Graunke, Mayor of Delano
Makenzie Krause, Recorder

2. Approval of Agenda

No changes were made to the agenda. Jeremy Clarke made a motion to approve the agenda and Nat Malen seconded the motion; motion carried.

3. Minutes

A. Minutes of the Delano Planning Commission meeting of Monday, November 14, 2016.

No changes were made to the minutes. Larry Bartels made a motion to approve the minutes and was seconded by Jeremy; motion carried.

4. Public Hearing

A. Consider request from Wright Neighborhoods LLC for an amendment to the approved Wright Neighborhood 4th Addition PUD. *Attachments:* Exhibits | Engineering Comments

Al began the meeting by testifying to the changes found in the updated agenda. His testimony goes as follows:

The application from Wright Neighborhoods LLC is proposing to remove the previous plan and to propose a new plan for the 4th addition. In the new proposal, Willow Circle will now be a full circle, and there will be private streets branching off the main street. This plan reduces the number of homes to 22, which makes it more similar to the 3rd Addition. Because of this

change, part of the current street that exists must be eliminated to make the new public street.

This plan was reviewed and revised earlier this month. The right of way will narrow from 60 ft to 50 ft, and no on street parking will be allowed unless the street is widened. In earlier additions, guest parking stalls were provided; the new addition will alter where guest parking is located.

One issue raised in regards to this change was whether or not the guest parking is sufficiently accessible to all homes. Private streets are not allowed to have guest parking as they must be wide enough to serve as fire lanes, so it is a concern that residents may not be able to access the available guest parking.

The 25 foot setback proposed with the narrow streets is established as a part of the original PUD, and we accept and endorse it. The setback between buildings is 20ft. In this respect, we propose that approval of this aspect be granted. There is also a 20ft setback from garages to private drives.

There are six different models of housing styles. All exterior designs have been approved. While the houses will not have full basements, they must have storm shelters. The landscape plans do not always correspond with the storm sewers, and we ask that this be altered. There are some backyard storm drains, and equal accessibility must be maintained.

Another concern of the City's was the designated snow storage areas. We asked that trees be pushed back to make room for more accessible snow storage, and we have asked for a maintenance plan so that the homeowners association knows that there is someone who will be taking care of this area. The platted snow storage locations are approved.

We did not receive a foundation planting, but we ask that the ones we received with the third addition be followed.

In the lighting plan, they have provided more lighting that will extend up the private streets, which is acceptable so long as they provide the photometric and use the models we have approved.

The utility plan reveals that the water main in the 3rd addition reaches over to the Legacy. At the time of the 3rd addition, no one realized that this water main existed. We are proposing to protect this water loop so that we may vacate the other loop and terminate it at St. Peter. The hydrant locations are acceptable, and the hydrants must follow fire department regulations. The utility plan must include trenching plans and be coordinated with DMU. All of these must be approved by the city engineer.

The city engineer also spent time examining the grading and drainage. The sump pumps will provide access to the storm drains.

Al concluded this testimony by recommending approval of the preliminary plat as well as the PUD amendment given that our conditions of approval are met.

Larry asked about DMU's involvement with the water loop, and Al replied that Paul Twite has been involved and has made specific recommendations regarding the looped water main.

Mayor Graunke noted that Street E does not have any street parking, which means that visitors to that area will have to park in Willowbrook Circle. This could easily be an issue when winter comes. He wondered if parking could be made available on the corners.

Paul Otto, an associate of Ed Briesmiester, came up to speak. He pointed out that, while there is not parking on Street E, Street D does have extra stalls that can be used by Street E. Those stalls were put in with the first phase with the knowledge that they could be used by residents who do not live on Street E. Mayor Graunke pointed out that illegal parking does happen, and he is concerned that it will continue to happen as a result of this plat.

Paul Otto replied that it is the responsibility of the homeowners to guide guests where to park. There isn't enough room to have parking in front of every person's house. His view is that parking should be close to the units and that the parking spots that exist don't serve the needs of the community, which is why we moved the stalls to where they are now.

There are 31 off street parking spaces for 51 houses. Jeremy asked if this typically happens, to which Alan replied yes. The concern is whether or not the stalls are convenient.

Paul Otto replied that he is willing to comply regarding the setbacks, and he can adjust to fulfill them. There are a couple locations where we will not be able to meet certain setbacks by a couple feet, but staff is willing to concede to the locations where this will occur. He is happy with how the utilities will be set, and DMU will be looked to for guidance as to where the trench will be.

Ed Briesmiester then took the stand to discuss numerous issues regarding the plat. These concerns are noted below:

Visitor parking is a dilemma, but it is only contingent on someone having a party, which isn't very common. We've been cutting the density to provide a higher quality living area. When you look at other similar communities in Delano, you will see that there isn't much of a parking dilemma elsewhere. In the metro, finding the same number of parking spaces that we have is practically nonexistent. Surges are problematic, but it is problematic in any townhome community.

1. Lot 18 in the 3rd Addition is a separate and unrelated issue and should not be a contingent condition to progress of the 4th Addition.

2. The purpose of the Planning Commission hearing will be focused on land use issues and not economic issues. We believe the City Council is the proper forum to resolve economic issues. We object to being charged for the following:

a. Correction of Lot 18 site in the 3rd Addition due to the DMU's undocumented water main intersecting Lot 18's house location.

b. Installation of electric service in the new 4th Addition.

c. Milling and resurfacing the entire Willowbrook Circle street surface.

3. It is very important for Lots 1 and 2 in Block 1 to be consistent and adhere to the 20' parameter for building separation. To achieve this consistency, we are requesting just a 7" - 11" encroachment into the 25' setback from the curb.

4. We believe it is poor design to add more signage than we already have. Nowhere in Delano are there signs that request these hours of parking. In lieu of more signs, we will make it clear in HOA regulations that

a. There is no parking allowed on Willowbrook Circle between 2:00 am and 6:00 am.

b. There is on parking allowed on side streets except in designated visitor parking areas.

5. We have retained a lighting consultant to design the public lighting system for Willowbrook. It is already clear that Willowbrook will have the highest level of lighting in all of the residential areas in Delano. We have proposed seven tall public light fixtures around the perimeter of Willowbrook Circle. Each town home has two garage sconces that are photo-cell controlled and provide lighting for the front of the home all night long. On side street F where we have 2 visitor parking spaces without homes facing them, we propose to place two light bollards that will fulfill the responsibility of the HOA. We strongly believe that this array of outdoor lighting is adequate.

Al's replied that he is comfortable with conceding to numbers 2, 4, and 5. He did ask, however, that Lot 18 be considered along with the 4th addition. While the City does not want Lot 18's progress to hinder the addition, the City does want to keep it in mind and not let it go away.

Ed replied that he wants to separate lot 18 from the 4th addition in regards to the contingency. As a platting technicality, Lot 18 will likely be a part of the 5th addition, and therefore shouldn't hinder the 4th addition.

After this discussion, Larry motioned to open the public hearing, and Jeremy seconded; motion carried. Jeff made three calls to the public for any comments that they may have. After no one had any comments, Larry motioned to close the public hearing, which Jeremy seconded; motion carried.

Al noted that the right of way and building location could be made contingent on the opinions of the fire chief.

Larry made a motion to approve the application with the recommended amendments. Jeff seconded, and the motion carried.

B. Consider an ordinance amendment to the City's Floodplain Ordinance Section 2.2 referencing new flood plain insurance maps *Attachments: Exhibits | Ordinance*

In 1988, the City received a floodplain map for the City of Delano. In 1992, the map was updated beyond the city boundaries. Since the City has been annexing additional properties, the DNR has asked the City to adopt the '92 maps. The Floodplain ordinance will not be changed at this point. Larry motioned to adopt the map and was seconded by Jeff; motion carried.

5. New Business

- A. Consider request from Wright Neighborhood LLC for preliminary and final plat adjustment for Lot 18, Wright Neighborhood 3rd Addition. *Attachments:* Exhibit

Al told the Commission that this lot was part of previous plats. When The Legacy Project went in, the DMU wanted a water main to connect the Legacy to the Wright Neighborhood location. This was not discovered until after Lot 18 was platted. The plan currently held is only a concept plan, so the Commission should address how this arrangement will be set. Relocation will have to be done, and we have opted to shift the entire lot.

Al noted that the City will need a full easement across the entire outlot up to the side of the unit. Therefore, he recommended that the Commission approve a new utility plan with a final plat with the new location. The City wants documentation of the gas line with the trail location, and it desires this lot to be part of the 3rd plat as an amendment.

Nat asked if there is no concern in the relocation, and Al replied that there was no concern.

Jeremy asked if finer details like the driveway will still need to be worked out and questioned if there is enough for a person to back out.

Al thought that Jeremy's concerns were legitimate and decided that he will do some research and add it as a condition. Al also noted that this was not a public hearing tonight, but that he was looking for approval of his recommendations.

Paul Otto stepped up and noted that the Commission did not receive a preliminary plat right now because he is awaiting comments from the gas line company. The water main line isn't needed, and while it doesn't have to be moved, he could agree to its being moved.

Al then pointed out that this issue should be directed to Council.

Larry made a motion to direct this plat to Council and was seconded by Jeremy; motion carried.

6. Old Business

7. Updates and Future Land use Development Applications

8. Compliance with Comprehensive Plan

9. Other Business

10. Adjournment

Larry made a motion to adjourn at 8:35 and was seconded by Nat; meeting adjourned at 8:35 pm.