

MINUTES
CITY OF DELANO
City Council/Economic Development Authority
Tuesday, February 21, 2017
7:00 PM

1. Call to Order

Mayor Graunke called the regular meeting of the Delano City Council/Economic Development Authority of Tuesday, February 21, 2017, to order at 7:00pm.

2. Roll Call & Approval of Agenda

Members Present: Dale Graunke, Mayor; Councilmember Betsy Stolfa, Jason Franzen Holly Schrupp and Jon Sutherland

Also Present: Phil Kern, City Administrator; Makenzie Krause, Intern; Paula Bauman, Recorder

Motion by Holly Schrupp, seconded by Jason Franzen to approve the agenda for the regular meeting of the Delano City Council/Economic Development Authority of Tuesday, February 21, 2017, as submitted. Motion carried.

3. Minutes

4. Speakers, Presentations & Awards

A. Delano Helping Hands Food Shelf

5. Consent Items

A. City

1. Approve installation of a pharmaceutical medication drop box in Delano City Hall.

Council briefly discussed the location of the box. The drop box needs to be in a secure location that can be locked. Council recommended Staff find a location that works best in City Hall.

Motion by Betsy Stolfa, seconded by Jon Sutherland to approve installation of a pharmaceutical medication drop box in Delano City Hall. Motion carried.

- 6. CITY STRATEGY No. 1: Provide and proactively facilitate the delivery of quality public and community services in a planned, fiscally responsible manner.**
- 7. CITY STRATEGY No. 2: Ensure the City's continued sustainability and financial stability.**
- 8. CITY STRATEGY No. 3: Plan for the maintenance, replacement and efficient operations of the City's equipment, buildings, and infrastructure, energy and utility systems.**

9. CITY STRATEGY No. 4: Manage the City's growth so that it is high quality and consistent with the city's Comprehensive Plan while maintaining the City's historical culture, characteristics and features.

- A. Consider request from Backes Companies Inc. for a final plat approval for Parkview Hills 6th Addition.

Backes Companies Inc. is requesting a final plat approval for Parkview Hills 6th Addition. The 6th Addition includes 16 single family lots on three blocks and is located on the south end of 2nd Street SW, where it intersects Greenway Drive. The preliminary plat and zoning was approved in January 2004 and included 215 single family lots, five outlots, and a park. The proposed final plat is consistent with the approved preliminary plat.

In review of the final plat, staff finds it is consistent with the approved preliminary plat; however, the final plat is inconsistent with the current R-3 Zoning District performance standards established in 2006. Staff is recommending the Planning Commission and City Council take the following actions to preserve the preliminary plat approval:

Variance. As noted previously, since the approval of the preliminary plat in 2004, regulations on lot depth and area have changed. 8 lots in the final plat no longer meet current zoning regulations, but are consistent with the preliminary plat. During the 5th Addition final plat approval, the City went through a similar process in order to approve the final plat.

Based on the findings outlined in this planning report, including updated regulations, previous variances granted, and site characteristics, staff recommends approval of the following variances:

- Block 1, Lot 1: Variance from the R-3 depth requirement
- Block 1, Lot 4: Variance from the R-3 depth requirement
- Block 2, Lot 1: Variance from the R-3 depth requirement
- Block 2, Lot 2: Variance from the R-3 depth requirement
- Block 2, Lot 5: Variance from the R-3 area and depth requirements
- Block 2, Lot 6: Variance from the R-3 area and depth requirements
- Block 2, Lot 7: Variance from the R-3 area and depth requirements
- Block 2, Lot 8: Variance from the R-3 depth requirement.

These variances are only applicable to the listed lots.

Final Plat. Based on the review of this final plat, staff recommends approval of the Parkview Hills 6th Addition final plat with the following conditions: 1. The applicant shall submit a street lighting plan for review and approval by the Delano Utility Superintendent. The applicant shall be responsible for costs of street light installation. 2. The applicant shall comply with the City Engineer recommendations outlined in their memorandum dated February 8, 2017. 3. The applicant shall enter a development agreement. 4. Approval of variances from required lot depth and area. 5. The approval is tied to the plans submitted on January 25, 2017; any change in plans will require a new approval.

Motion by Holly Schrupp, seconded by Betsy Stolfa to open the public hearing to consider request from Backes Companies Inc. for a final plat approval for Parkview Hills 6th Addition. Motion carried.

Mayor Graunke called for public comment three times. None was heard.

Motion by Betsy Stolfa, seconded by Jason Franzen to close the public hearing. Motion carried.

1. Resolution approving the final plat and variances for Parkview Hills 6th Addition within the City of Delano.

10. **CITY STRATEGY No. 5 Encourage and improve the communication of information and ideas with residents and business owners.**
11. **CITY STRATEGY No. 6: Ensure communication and positive relationships between the Council, City Staff, Employees and Commission members.**
12. **CITY STRATEGY No. 7: Ensure the City has a well-trained, productive and accountable workforce to meet the changing needs of the community.**
13. **CITY STRATEGY No. 8: To ensure the public's safety from crime and manmade or natural disasters.**
14. **CITY STRATEGY No. 9: To ensure the overall aesthetic appeal of the City.**
15. **Other Business**
16. **Communications and Announcements**
17. **Claims**

- A. Claims/ By account

Motion by Holly Schrupp, seconded by Betsy Stolfa to approve the city claims as submitted. Motion carried.

- B. EDA Claims

Motion by Jason Franzen, seconded by Holly Schrupp to approve the EDA Claims as submitted. Motion carried.

18. **Adjournment**

There being no further business to discuss, the regular meeting of the Delano City Council/Economic Development Authority meeting was adjourned at 7:45pm.