

MINUTES
CITY OF DELANO
City Council/Economic Development Authority
Tuesday, March 28, 2017
5:30 PM

1. Call to Order

Mayor Graunke called the special workshop of the Delano City Council/Economic Development Authority meeting of Tuesday, March 28, 2017, to order at 5:30pm.

2. Roll Call

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

Also Present: Phil Kern, City Administrator; Alan Brixius, City Planner; Shawn Louwagie, City Engineer; Makenzie Krause, City Intern; Paula Bauman, Recorder

3. Special Order of Business

A. Discuss possible Granite Works redevelopment project

Mike Waldo, Ron Clark Construction, presented Council will a redevelopment project located on the Granite Works site. This project would include affordable housing for downtown Delano.

In discussions with the developer, the project will require a platting of the property to create three lots – a lot for a 50-unit work force housing apartment building, a lot for a second 50 - 60 unit apartment building, and a lot for the existing Granite Works building along River Street. This is deemed necessary to phase the project and reduce/divide property acquisition costs.

In replatting the property, the following design items must be considered: 1. Site access from Oak Street. This will require street improvements as Oak Street enters the site. 2. Private cross access easement from River Street to the property containing the apartments on the west side of the site. Two points of access are deemed appropriate for public safety and to reduce traffic use on Oak Street. 3. Preservation of the existing public alley extending from Oak Street serving the homes along River Street.

Plat and site design must establish the needed public rights-of-way and the private cross access easements.

The site is currently zoned I-2, General Industrial, Shoreland Overlay, and Floodplain Overlay. To accommodate the multiple family residential redevelopment of the western portion of the property, staff is proposing to rezone the property to PUD, Planned Unit 3 Development to accommodate a development plan that will not fit within the standard zoning district. Some of the design flexibilities may be needed to facilitate this redevelopment. Alan Brixius discussed.

Shoreland Regulations. The development will be required to meet the 50 foot shoreland

setback between the ordinary high water level of the Crow River and the nearest building. Within this setback, the establishment of a trail connection to River Street may be a desirable amenity.

Floodplain. The majority of the site falls within the 500-year floodplain and a portion of the site is below the 100-year floodplain. This requires attention to the Delano Floodplain Regulations. In addressing this issue, the following design components will be implemented: 1. The applicant will look to fill a portion of the 100-year floodplain to accommodate the north building. Filling must follow the floodplain ordinance performance standards and will require DNR review. With the completion of a grading plan, the developer wishes to pursue a LOMR (Letter of Map Revision) from FEMA to have the site formally taken out of the 100-year floodplain. 2. The multiple family buildings anticipate the construction of underground or first floor structured parking. This will move the dwelling units and mechanical equipment above the 100-year floodplain. 3. The site plan will need to demonstrate street and driveway elevations that meet Floodplain Ordinance standards.

Schedule. To meet the June submission deadline for tax credit financing the developer wish to secure the following items from the City Council at its June 6th meeting. 1. PUD concept plan approvals. 2. Subdivision Sketch plan approvals 3. Commitment of financial support to the project. (TIF, deferred fees) To accommodate this council meeting, we are proposing to hold a special Planning commission meeting on May 30th. This would be a public hearing to solicit public comment on the project concept plan, sketch plan subdivision and rezoning. The public hearing notice on this project will need to be sent to the newspaper by May 3rd, or 10th. Mailed notices would need to be mailed to nearby property owners by May 12th.

The following items will need completed and submitted to the city as part of a development application for PUD Concept plan and Subdivision Sketch plan by April 28th.

1. Evidence of property control or an application signed by the current property owner granting permission to have the development application reviewed for their property.
2. Site survey and Subdivision Sketch plan showing the OHWL of the Crow River, 100 year flood elevation, 500 year flood elevation. The sketch plan must show the proposed property lines of the new lots, street rights of way and proposed shared private street locations.
3. Site Concept plan illustrating; a. Site layout, building placement, setbacks, parking lot design, and site access. b. Preliminary utility plan. c. Adjoining land uses. d. Common open spaces and open space amenities. e. Phasing plan.
4. Project Narrative including: a. Proposed number of units by bedroom count. b. Description of ownership and property management c. Description of tenant vetting.
5. Environmental Audit and description on any environment clean-up issues.
6. General Building Design including: a. General building lay out by floor showing apartment sizes, common areas, etc. b. Underground parking layout and design. c. Building Elevation or Photographs of a similar project. Description of exterior materials
7. Preliminary project budget outlining developer costs and anticipated city assistance.

Alan Brixius concluded that the redevelopment of the Granite Works Site has been identified as a long-range goal of the city in its comprehensive plan. Currently the landowner is willing to

work with the city and Ron Clark Construction to explore the redevelopment of the site. In review of the site there are numerous environmental, physical and land use issues to overcome to reclaim the site for new development. We are bringing this to you now to ask the city council to give city staff and Ron Clark direction as to how they wish this project to proceed.

B. Discuss downtown parking lot.

Councilmember Schrupp proposed installing a rain garden in the downtown parking lot and presented examples within other cities. Shawn Louwagie discussed how rain gardens work and stated he felt this location would not be an ideal location stating it could be more maintenance. Louwagie suggested looking into different plantings in the area. Shawn Louwagie suggested option for the median within the parking.

Motion by Betsy Stolfa, seconded by Jason Franzen to approve the plans for the downtown parking lot. Motion carried.

Council adjourned the meeting at 6:55pm to reconvene following the special joint workshop.

Council reconvened the meeting at 8:15pm

C. Discuss splashpad proposal.

Phil Kern presented to Council the proposed splashpad plans. The above ground equipment is being donated by Landscape Structures everything below ground will be the City's responsibilities. Kern discussed the proposed layout and broke down the estimated costs. Discussion included potential revenue concepts, annual passes and admission and whether the park would need to be staffed. Other discussion items included parking and ADA accessibility.

Council reviewed possible locations for the park; Kern stated Park Board felt it should be located within Central Park. The group reviewed three possible locations and discussed if the park would interfere with the Fourth of July Celebration. Staff agreed to meet with the Fourth of July Committee to discuss locations.

The General Federated Womens Club will be donating funds toward the splashpad and have agreed to work with other committees to raise additional funding.

4. Adjournment

There being no further business to discuss, the special workshop of the Delano City Council of Tuesday, March 28, 2017, was adjourned at 9:45pm.