

**MINUTES**  
**CITY OF DELANO**  
**City Council/Economic Development Authority**  
**Tuesday, April 18, 2017**  
**7:00 PM**

**1. Call to Order**

Mayor Graunke called the regular meeting of the Delano City Council/Economic Development Authority of Tuesday, April 18, 2017, to order at 7:00pm.

**2. Roll Call & Approval of Agenda**

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

**Members Absent:** Jon Sutherland, Councilmember

**Also Present:** Brian Bloch, Finance Director; Shawn Louwagie, Engineer; Alan Brixius, Planner; Paula Bauman, Recorder

**Motion by Betsy Stolfa, seconded by Holly Schrupp to approve the agenda of the Delano City Council/ Economic Development Authority meeting of Tuesday, April 18, 2017, as submitted. Motion carried.**

**3. Minutes**

A. Minutes of the special joint workshop of Tuesday, March 14, 2017.

**Motion by Betsy Stolfa, seconded by Jason Franzen to approve the special joint workshop of Tuesday, March 14, 2017, as submitted. Motion carried with Holly Schrupp abstaining.**

**4. Speaker, Presentations & Awards**

A. Delano Area Community Foundation

Nick Neaton and Lloyd Griep discussed the Delano Area Community Foundation and grants available through the program.

B. Veolia Water

Chuck Keyes updated Council on the Waste Water Treatment Facility and the ongoing phosphorous monitoring.

**5. Consent Items**

**Motion by Holly Schrupp, seconded by Betsy Stolfa to approve the consent items as submitted. Motion carried.**

A. City:

1. Pay Request No. 2 for the Delano Schools Watermain Relocation Project.
2. Motion to authorize purchase of a new F-450 truck for Public Works. *Attachments:* Bid Documents
3. Approve two Mobile Food Unit applications for operation at Lupine Brewing Company.

**6. CITY STRATEGY No. 1: Provide and proactively facilitate the delivery of quality public and community services in a planned, fiscally responsible manner.**

- A. Adopt Resolution calling for a public hearing for proposed Tax Increment Financing District No. 11 - Industrial Louvers. *Attachments:* Resolution | Schedule of Events

Staff received a request from Industrial Louvers for financial assistance for a proposed expansion of facilities located in the industrial park. Staff has worked with Springstead, Inc. to provide a projected Tax Increment revenue report regarding the project. This resolution is giving notice and calling for a public hearing on May 16 for approval at that time.

**Motion by Jason Franzen, seconded by Holly Schrupp to adopt Resolution R-17-11 calling for a public hearing for proposed Tax Increment Financing District No. 11 – Industrial Louvers. Motion carried 4-0 by roll call vote.**

- B. Motion to authorize student parking on Elm Avenue.

The construction at the high school is well underway and will continue to create an issue on parking within the school campus. One of the main parking lots has been shut down since last December, and the construction beginning the week of April 17 near the ice arena will disrupt an area presently used for temporary parking. Because of the reduction in available parking, the school is requesting that council allow students to park on the south side of Elm Avenue during the school day. Students will need to park their cars for eight hours and will have to walk along the Elm Avenue Trail to get to the school.

This item was reviewed during the School's Planned Unit Development approvals last fall and winter. A condition was added to the development agreement that the City would reasonably allow off-site temporary parking during construction, but that the school had to specifically make such requests individually when the time came for needing accommodations.

Staff believes the School has managed temporary parking well so far during construction, mitigating off-site impacts to date, and believes this is the only likely need for such a request through the remaining parts of construction.

The last day of school is May 25th. The school is requesting that students be allowed to park on the street until this day. Seniors will graduate the weekend before this date, so the number of students needing to use Elm Avenue for parking will decrease from May 22nd through the

25th.

Staff recommends allowing students to park on the south side of Elm Avenue so as to ease the difficulties the school has to face as a result of the construction.

Council agreed with the request and recommended School Staff notify students to encourage them to use crosswalks to ensure traffic is moving safely. Council also mentioned mailboxes are on the south side of Elm Avenue and requested students who park be courteous to driveways and mailboxes.

**Motion by Holly Schrupp, seconded by Betsy Stolfa to authorize student parking on Elm Avenue. Motion carried.**

- C. Consider a zoning text amendment related to expanding the amount of outdoor dining accessory to food and drink services establishments allowed by conditional use permit in the City of Delano. *Attachment: Ordinance*

The Delano City Council has directed staff to research outdoor dining regulations. Recently, the Council questioned the City's restriction on the size of outdoor dining area being 30 percent or less than the indoor dining space. The issue has come up as restaurants in Delano have inquired about expanding their outdoor dining services, but have not been able to do so under the current Zoning Ordinance.

Current Ordinance. Within the B-2, B-3, and B-4 Zoning Districts, Delano allows outdoor dining facilities accessory to a restaurant by conditional use permit. The performance standards for this conditional use permit define the size, location, and design standards for the outdoor activity. Currently, the ordinance limits the size of outdoor dining area to 30 percent of the customer floor space of the principal building. This size limitation is intended to accomplish the following objectives: 1. The outdoor dining area is intended to be accessory to the restaurant. In this respect, the size limitation is intended to keep this area subordinate to the principal use. 2. The outdoor dining size limitation requires that the restaurant has a significant investment in the building and site. 3. The size limitation also attempts to limit parking impacts associated with the expanded restaurant seating.

This being considered, there is room for adjustment to allow a restaurant a larger outdoor dining area.

Alan Brixius stated the 30 percent standard is popular, however, there is some difference in its application. Delano and Montrose apply the percentage to the customer space of the restaurant, excluding kitchen and storage areas. Other cities apply the percent to the total floor space of the entire restaurant. This allows for larger outdoor dining areas.

Review of the zoning regulations reveals that Rockford, St. Michael, Buffalo, and Rogers do not have specific regulations for outdoor dining. They do have a conditional use permit for accessory outdoor sales and services. In this situation, these cities limit the sales area to 30 percent of gross floor space of the building or tenant space.

Alan Brixius stated based on Staff review, Staff recommends a zoning amendment to expand the outdoor seating allowance to forty percent of the total restaurant floor area within each of the City's commercial districts that allow restaurants.

1. Approve ordinance amending Delano City Code, Chapter 51.21, 51.22, and 51.23 which regulates outdoor dining within the City of Delano, Minnesota.

**Motion by Betsy Stolfa, seconded by Holly Schrupp to approve ordinance amending Delano City Code, Chapter 51.21, 51.22, and 51.23 which regulates outdoor dining within the City of Delano, Minnesota. Motion carried.**

- D. Approve request from St. Maximillian Kolbe Church/School for the annual River Street Jam on Saturday, June 3, 2017, and consider request for extended hours for the event.

Paula Bauman stated Dave Carroll, representing St. Maximillian Kolbe Church/School has submitted all the necessary paperwork to hold their annual River Street Jam. As part of the application, they have submitted a 1-4 Day Temporary Liquor License to serve alcohol. Notice has been sent to residents within 350 feet notifying them of this meeting and consideration.

Mr. Carroll has also requested extended hours for this event. At the February 21<sup>st</sup> workshop, Council discussed Mr. Carroll's request. The current ordinance states outdoor music is not allowed after 12:00 Midnight. After discussion at the workshop, Council directed Staff to look into other City's requirement for outdoor music. Staff has talked with Watertown, Montrose, Maple Plain, and Waverly. Each of these communities respond to these requests on a case by case basis as their code typically limits outdoor music to 10 or 11pm. Staff is looking for direction from Council. Three options include 1. Not allow the extended hours and deny request. 2. Approve this specific request and extend hours for this event only. 3. Set new hours for outdoor music and amend the ordinance to reflect the new hours.

Dave Carroll discussed his request in front of Council stating when the event first started, he was allowed to run until 1:00am. To his knowledge, there were no complaints and the event was cleaned up and road opened by 2:00am.

Council discussed Mr. Carroll's request discussing previous complaints from other events of the volume of music – especially at that late of hour. Jason Franzen suggested allowing this event to go until 12:30am. Council agreed with the compromise.

**Motin by Jason Franzen, seconded by Betsy Stolfa to approve request from St. Maximillian Kolbe Church/School for the annual River Street Jam on Saturday, June 3, 2017, and approve request for extended hours for this event only to 12:30am. Motion carried.**

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.**
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 & Announcements**
17. **Claims**

A. **Claims | By Account**

**Motion by Holly Schrupp, seconded by Betsy Stolfa to approve the City Claims as submitted. Motion carried.**

**18. Adjournment**

**Motion by Holly Schrupp, seconded by Betsy Stolfa to adjourn the regular meeting of the Delano City Council/Economic Development Authority of Tuesday, April 18, 2017. Motion carried.**

There being no further business to discuss, the regular meeting of the Delano City Council/Economic Development Authority of Tuesday, April 18, 2017, was adjourned at 8:25pm.