

**MINUTES  
CITY OF DELANO  
Planning Commission  
Monday, March 12, 2018  
7:00 PM**

**1. Call to Order**

Jon Krieg called the meeting of the Planning Commission to order at 7:00 PM.

**2. Roll Call**

Present: Jon Krieg, Larry Bartels, Jeremy Clarke, Jeff Demeules, Angela Kalthoff, Nat Malen, Dan Menk

Others present: Al Brixius, City Planner; Dale Graunke, Mayor and City Council Liaison; Scott Dornfeld, Building Official; Justin Markon, Recorder

**3. Election of Officers**

A. Chair

**Bartels moved to appoint Krieg as Chair for 2018, seconded by Kalthoff; Krieg absained, motion carried**

B. Vice Chair

**Krieg moved to appoint Bartels as Vice Chair for 2018, seconded by Kalthoff; motion carried.**

C. Secretary

**Bartels moved to appoint Demeules as Secretary for 2018, seconded by Kalthoff; motion carried.**

**4. Approval of Agenda**

**Bartels moved to approve the agenda as presented, seconded by Demeules; motion carried.**

**5. Minutes**

A. Delano Planning Commission meeting minutes of Monday, February 12, 2018

**Krieg moved to approve the minutes of the February 12, 2018 meeting, seconded by Bartels; motion carried.**

**6. Public Hearing**

A. Consider Preliminary and Final Plat for Delano West Metro Business Park *Attachment:*  
Preliminary Plat | Final Plat

Brixius shared that this is an application by the City as a replat of existing lots in the Business Park. The new plan consists of 3 blocks with 5 lots and 5 new outlots. McKinley Parkway will have to be extended to access some lots, with an interim solution of a partial right-of-way, with the City providing a right of drive for access to the properties. All five lots are in compliance with the Industrial zoning classification. The new outlots may be replatted as future buildable areas, wetlands, and buffer areas. The City is waiting on wetland mitigation approval by the Army Corps of Engineers. Brixius said that he anticipates four new building projects in 2018.

Brixius concluded that staff recommended approval of the preliminary and final plat with three conditions. First, that the City receives necessary wetland mitigation permission. Second, that the City grants partial right-of-way for private driveway access in lieu of the extension of McKinley Parkway. Third, that staff have permission to redo lot lines as necessary to best fit the size of a business.

Krieg said that he was surprised by the about amount of wetlands in the area, and Brixius responded that these will be addressed in the future, and that the planning of the Business Park was designed to avoid wetland mitigation as much as possible.

**Bartels moved to open the public hearing, seconded by Kalthoff; motion carried.**

Krieg called once for public comment.

Diane and Ken Barlau, residents near the Business Park, addressed the Commission. They asked about the future expansion of the area and the nature of Randy's Sanitation's proposed building, specifically related to outdoor storage and smell. Brixius said that the long-range outlook is for the industrial park to continue west, but there is no timeline yet. Regarding Randy's, he said that a site plan would go through the Commission process along with any permits necessary for possible outdoor storage. He said that the look of the new building will be similar to what is seen now along Highway 12.

Krieg called a second and third time for public comment.

**Bartels moved to close the public hearing, seconded by Demeules; motion carried.**

**Krieg moved to approve the preliminary and final plat for Delano West Metro Business Park with conditions as outlined, seconded by Kalthoff; motion carried.**

## 7. New Business

A. Discuss Rental Housing Registration *Attachment:* Planner Reports - May, 2006 | June, 2006

Brixius shared a general overview about the rental housing discussion in 2006. He said that cities enact similar proposals to protect their aging housing stock. The City Council would like to revisit the topic, and staff will compile information for future meetings.

Graunke shared that he received a call from a renter who is moving away from Delano, and the house they were renting was not kept up well. He said that current policies do not have much enforcement power to compel owners or renters to act. Clarke asked whether this policy would include a provision about short-term rentals. Brixius said that these could be included, but they are less common in Delano. He said that all rentals, regardless of rental period, could be included for inspections before they are granted a rental allowance. Dornfeld noted that homes would not necessarily need to be brought up to the present code to be in compliance for renting.

Bartels inquired whether rental housing would be held to a higher standard regarding appearance and nuisance. Brixius said that in general, owner-occupied homes are better taken care of, and those that are rented may have an owner who is not actively present. These properties will not be treated differently regarding codes, but the City would have more teeth if there is a bad tenant or owner did not do upkeep. Demeules asked how this policy would be enforced and what could happen if someone begins renting their home without knowledge of the policy. Brixius said that property owners would be notified that they need to go through the application process. Menk asked how many rental units are in the City. Markon said that based on information from Delano Municipal Utilities, there are approximately 130 home rentals and a total of 400 rental units.

Brixius said that the Commission could explore this topic further in April with a draft ordinance in May.

**8. Old Business**

**9. Updates and Future Land Use Development Applications**

**10. Other Business**

**11. Adjournment**

The meeting was adjourned at 7:35 PM.