

**MINUTES
CITY OF DELANO
Planning Commission
Monday, August 13, 2018
7:00 PM**

1. Call to Order

Chair John Krieg called the meeting of the City of Delano Planning Commission of Monday, August 13, 2018, to order at 7:00 PM.

2. Roll Call

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

Others present: Alan Brixius, City Planner; Dale Graunke, Mayor; Scott Dornfeld, Building Official; and Justin Markon, Administrative Intern

3. Approval of Agenda

Motion by Kalthoff, seconded by Demeules to approve the agenda; motion carried.

4. Minutes

A. Minutes of the Delano Planning Commission meeting of Monday, June 18, 2018

Motion by Bartels, seconded by Krieg to approve the minutes from the meeting on Monday, June 18, 2018; motion carried.

5. Public Hearing

A. Consider a request from All Season Sports for a conditional use for the expansion of a metal building and a side yard setback variance to allow for the remodel and expansion of their commercial building located at 720 Babcock Boulevard East *Attachment: Plans*

Brixius shared his notes from the Planner's Report dated August 9, 2018, regarding the expansion of All Season Sports. He highlighted the request for two variances pertaining to a zero setback and required parking as well as requested conditional use permit for the expansion of the building.

Bartels asked if the planned 13 parking spaces would be sufficient. Brixius answered that by his observations, there have not been any parking issues over the years, but he would still like to see a parking plan for the future.

Motion by Bartels, seconded by Demeules to open the public hearing; motion carried.

Jack Lynch, the current owner of the property, addressed the Commission. He shared that the property will have lights by exterior doors, with all unloading taking place on a level with

Crow River Drive. He also said that he would be willing to plant trees at his own expense on the west side of the building to screen the building from the bank area. Brixius asked what Mr. Lynch expects for parking, and Mr. Lynch said that he does not see a traffic flow problem being close to the bank. Clarke asked how many staff would be on-site, and Lynch said there is typically two to four staff, but that may increase with expanded business.

Krieg called three times for public comment.

Bartels inquired if property owners within 350 feet were notified about the meeting, and Brixius answered affirmatively.

Motion by Bartels, seconded by Kalthoff to close the public hearing.

Demeules asked for clarification for what the Commission would be approving. Brixius said that this would be a recommendation for approval of variances and CUP.

Motion by Krieg, seconded by Demeules to recommend approval with the conditions outlined in the Planner's Report; motion carried.

- B. Consider request from Harvesters LLP for Development Stage PUD and preliminary/final plat approval for a multi-lot commercial development entitled "Harvest Ridge"

Brixius shared details from the Planner's Report dated August 9, 2018 regarding the Harvest Ridge development. He noted that Commission recommendation for approval of the preliminary plat would allow city staff and the City Council to work with the developers on the final plat without further Commission recommendation.

Bartels asked whether the City was concerned about how the private street going through the property was built. Brixius said that the street should be built to city standards as a heavy-duty street as it would incur quite a bit of truck traffic. Upon a question from Bartels about proposed stockpiled soils, Brixius said that the City would be interested in details about the height of piles, the proposed duration, and possible screening for residents of Maple Knoll.

Bartels inquired if property owners within 350 feet were notified about the meeting, and Brixius answered affirmatively.

Motion by Bartels, seconded by Clarke to open the public hearing; motion carried.

Eric Miller, Civil Engineer with Sambatec, a firm representing the applicant, addressed the Commission. He shared that a significant amount of soil needs to be moved to prepare the site. He noted that the developers may be able to find places to put the soil, but they also hope to stockpile 30,000 to 40,000 yards in Outlot D. This amount of soil would cover the entire outlot in four to six feet of soil. If using half of the site, piles would be 10-12 feet high. Miller noted that storage of soil would require compliance with state permits for stabilization of material.

Kalthoff asked about the timeline for stockpiling soil. Miller answered that the duration will

depend on the demand. He said that they could get rid of some soil to assist projects with the same firm. Krieg noted there are a long list of recommendations, and asked Miller if he saw any present issues. Miller answered that he believes the development group can work through the conditions. Krieg followed up by asking if there is a timeline for the final plat. Miller said that his hope is for the City Council to be comfortable with the project. He also noted that the project requires approval by Wright County, and he hopes the final plat will be approved with the issues resolved. Brixius shared that the City Attorney will also be involved in the final development process.

Bill Hanson, owner of Flippin Bills at 8045 County Line Road SE, inquired about the occurrence of accidents on Highway 12 and a future streetlight in the vicinity. Brixius shared that the original access point was approved by MnDOT, which also has control of approving a new streetlight. Krieg suggested installing a conduit for future streetlight a condition for recommendation.

Krieg called three times for public comment.

Motion by Bartels, seconded by Kalthoff to close the public hearing; motion carried.

Krieg noted that he would like to see the access point widened to accommodate traffic movements and the traffic island moved toward the intersection.

Brixius clarified that the Commission would be recommending approval of preliminary and development stage PUD with conditions and additions.

Motion by Bartels, seconded by Krieg to recommend approval of the preliminary and development stage PUD with the conditions outlined in the Planner's Report and additional suggestions regarding a streetlight and access; motion carried.

- C. Consider request from Delano Coffee, LLC for a site and building plan approval to allow construction of a 2,600 square foot Caribou coffee shop/Einstein Brothers Bagels restaurant

Brixius shared details from the Planner's Report dated August 9, 2018, related to the Caribou Coffee/Einstein Bagel site and building plan review. He noted that the existing drive-through lane presents a challenge because it is shorter than recommended for coffee shops and could cause stacking and backups into the parking lot. Brixius shared two alternative designs. One would move the shared driveway south by twelve feet and place employee parking along the north side of the lot which could incur the most stacking. This would require the building to be flipped from its current design. The second alternative would move the building and build a long driveway. This option is less desirable. Brixius shared that he believes that with Planning Commission approval of the preliminary plat, staff would resolve the present issues.

Motion by Bartels, seconded by Demeules to open the public hearing; motion carried.

Charles Schatz, Reprise Design, addressed the Commission and shared that the first alternative is their preference. Brixius asked if his firm or the developer have different designs to

accommodate a new site plan, and Schatz said that they do.

Krieg called three times for public comment.

Motion by Bartels, seconded by Kalthoff to close the public hearing; motion carried.

Brixius clarified that the current recommendations are for the preliminary site and building plan review with the recommendations and changes needing approval before the final plat.

Motion by Kalthoff, seconded by Bartels to approve recommendations; motion carried.

6. New Business

7. Old Business

- A. Discuss draft rental housing registration ordinance *Attachment 2012 IPMC with Comments | General Code Amendments*

Brixius shared that in previous meetings, Bartels sought information regarding the rental housing ordinance that would not treat homeowners different from rental houses. In addition to the rental housing piece, Dornfeld also plans to bring forward information regarding the 2012 International Property Maintenance Code, which would set specific and measurable standards. Another piece may be a point of sale ordinance which would require an inspection at the time a property sold. This inspection would follow the code for the time of build.

Bartels asked what would be the next steps. Brixius said that a public hearing would happen, and he is looking for direction on which or all of the three pieces to pursue. Krieg asked about the feel of the City Council. Brixius said that this topic will most likely be discussed at the August workshop and then go to a public hearing with the Planning Commission in October to ensure public notices are sent to all stakeholders.

8. Updates and Future Land Use Development Applications

9. Other Business

10. Adjournment

Motion by Bartels, seconded by Krieg to adjourn the meeting; motion carried. The meeting was adjourned at 8:25 PM.