

Pursuant to due call and notice thereof a meeting of the Planning Commission in and for the City of Albany, Stearns County, Minnesota, was called to order by Chairman John Harlander at 6:35 o'clock in the evening on Monday, March 5, 2012 in the Council Room at 400 Railroad Avenue for the said City.

Other Planning Commission members present for the meeting were: Joseph Gilk, and Todd Horton. Will Seiler and Joseph Wedel were absent. Councilor John Greer, Planning Commission Liaison, was also present for the meeting.

Chairman John Harlander called for any additions or corrections to the minutes of January 30th and hearing none declared the said minutes approved.

Pursuant to due notice, Chairman John Harlander called the public hearing into session at 6:36 PM to consider an amendment to the Zoning Ordinance, Section 80.05, Subd. 8, relating to Site Plan Requirements. Mr. Schneider noted that a notice was published in the Albany Enterprise on February 22nd, but the notice published stated that the public hearing was going to be held by the City Council when it should have stated the public hearing was to be held by the Planning Commission and apologized for the cut/paste computer error. No members from the public were present for the meeting. Mr. Schneider presented to the Commission a proposed amendment that stated a site plan shall be required unless, at the discretion of City staff, the requirement is waived. Mr. Schneider noted that the amendment would replace the current language that requires a site plan for the improvement of property with an area greater than 10,000 square feet and/or for building expansions greater than 1,200 square feet. Mr. Gilk informed the Commission that the proposed amendment is similar to other nearby cities. Mr. Greer noted that although a site plan is not mandatory by a property owner, the amendment will allow the City to request one if need be and does not object to the proposed amendment. Chairman John Harlander closed the public hearing at 6:44 PM. After due discussion, a motion was made by Todd Horton and seconded by Joseph Gilk to recommend to the Council that the proposed amendment to Zoning Ordinance, Section 80.05, Subd. 8, relating to Site Plan Requirements be approved. All voted for the motion and it carried.

Mr. Schneider updated the Commission on the proposed 2012 Railroad Avenue (T.H. #238) reconstruction improvements. Mr. Schneider noted that MnDOT informed the City on March 2<sup>nd</sup> that they will require a Phase II drilling investigation before the plans and specifications can be approved based on their review of a limited Phase I environmental site assessment report prepared by Stantec, Inc., the City Engineering firm, which identified twenty two potential sites of concern for contaminants (petroleum, chemicals, perchlorethylene-chlorinated solvent, etc.). Mr. Schneider noted that the Phase II drilling investigations will ultimately delay the start of the street improvement project by several weeks. Mr. Schneider also noted that the completion of the Phase II drilling investigation will improve construction planning for contaminated soil and/or groundwater, determination of true project costs, and planning for the safety of all construction workers.

Mr. Schneider presented to the Commission a certificate of survey dated 1998 prepared by Sidney P. Williamson, a certified land survey, on behalf of Wally Wellenstein, Anchorage, Alaska, consisting of a total of 5.13 acres or parcel A 1.40 acres (John and Lila Wellenstein residence) and parcel B, a vacant 3.73 acre lot located on 1<sup>st</sup> Street (State HWY #238). Mr. Schneider noted that the City and Mr. Wellenstein entered into a Development Agreement dated December 18, 1998 for the purpose of an extension of a water main and sewer main to parcel A, special assessments, and future deferred assessment (\$10,177) to parcel B (vacant lot). Mr. Schneider noted that parcel B is zoned R1, single family residential, but due to the topography and existing location of municipal water main and sewer main not being readily available, the northerly portion of parcel B is not serviceable or cost prohibitive. Mr. Schneider also noted that a ballpark figure to extend municipal services to the southern portion of parcel B may be as high as \$100,000 as per discussions with Stan Hanson, the City Engineer. Mr. Schneider questioned whether the City would consider the approval of a drilled well and an approved septic system for a single family home. Mr. Gilk noted that serving minimal existing residential properties with municipal services north of parcel B would not be economically feasible being a lift station near North Park, the lowest elevation in the area, would be required. Mr. Greer questioned if the purpose of the twenty foot access easement shown on the certificate of survey on parcel B relates to access for the Albany Area School District being the schools property abuts parcel B. Chairman John Harlander, with the consensus of the Commission, would have no objection if the

City were to enter into a second development agreement with the Wellenstein family that relates to parcel B with the following conditions:

- No multi-family residential
- Maximum of two single family residences
- Allow drilled well and an approved septic system
- Payment of deferred assessment \$10,177 upon execution of development agreement

Mr. Schneider informed the Commission that the City's pre-application (Nov. 2011) for a Small Cities Development Program (SCDP) grant administered by the Minnesota Department of Employment and Economic Development (DEED) for the rehabilitation of commercial businesses along Railroad Avenue or mainstreet was denied. Mr. Schneider noted that alternatives for funding a commercial rehabilitation project in Albany will be discussed at the next City's Economic Development Authority (EDA) meeting.

Chairman John Harlander adjourned the meeting at 7:05 PM.

Tom Schneider,  
Clerk/Adm.