

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 Joseph Gilk at 6:30 o'clock in the evening on Tuesday, April 16, 2013 in the Council Room at 400 Railroad Avenue for the said City.

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

Members from the public present for the meeting were: Richard Etshokin, Heritage Construction Companies, LLC, Scott Mower, Progressive Architecture, Jason Spsychala, DDS, Joyce Winter, resident, Bob Deters, Navigator Financial Group, Tom Sandquist, Top Choice Home Solutions, Ron Hommerding, RHA Architects, Inc., Stan Hanson, City Engineer, and Jeremy Mathiasen, City Engineer.

Chairman Joseph Gilk called for any additions or corrections to the minutes of March 27th and hearing none declared them to be approved.

Mr. Mower appeared before the Commission to present a proposed building and site plan to construct a new building named Albany Family Dentistry at 360 Railroad Avenue. Mr. Mower noted that the building will be approximately 5,800 +/- square feet that would include 1,500 square feet for a second business to rent. Mr. Mower noted that the building's exterior will be Hardie Board and partial stone. Mr. Schneider noted that the proposed exterior is an approved exterior material as per Ordinance 80.21. Ms. Winter questioned if a final decision had been made for the exterior colors and did not believe that barn yard red on the east side of the building is consistent with other adjacent buildings on mainstreet. Mr. Mower informed the Commission that the colors shown on the drawing have been selected, but would not object to change the barn yard red to rust or burnt red. Ms. Winter also questioned if an electronic handicap push button is being considered to electronically open the entry doors. Mr. Mower noted that electronic handicap push button openers are not required, but the door openings and other accessories are handicapped accessible and the building will meet the Americans with Disabilities Act (ADA) rules and regulations to be reviewed by the City's building official. Mr. Greer noted that he has no objections with the proposed building plans and colors. Mr. Hanson appeared before the Commission to inform the Commission that reviewed the proposed grading and drainage plan and commended Mr. Spsychala for submitting the appropriate information for his project. Mr. Hanson noted that the project is not exceeding the current stormwater runoff and there are grass areas and storm sewer structures on the property to contain sediment. Mr. Hanson also noted that the general slope of the proposed building site and other nearby properties within a seven (7) acre drainage basin north of the Lake Wobegon Trail cause storm water to collect after heavy rain events in an area on Church Avenue three-hundred (300) feet west of the Mother of Mercy Campus of Care which causes street flooding and other issues with the Albany Golf Club. Mr. Hanson noted that the City has contacted the Stearns County Soil and Water Conservation District to consider a stormwater improvement project in the City Hall parking lot to improve water quality and sediment reduction. Mr. Hanson recommended that the City reimburse Mr. Spsychala's contractor for the installation of a curb on the eastern boundary of the City Hall parking lot to control stormwater upon the receipt of a final bid price approved by the City. Mr. Hanson also noted that the site plan information has been submitted to the Minnesota Department of Transportation (MnDOT) for comment being the property is adjacent to MnDOT's right of way (Lake Wobegon Trail). Mr. Gilk noted that the proposed building will add character to the mainstreet and has no objection to the building proposal. After due discussion, a motion was made by Joseph Wedel and seconded by Adam Rushmeyer to recommend to the Council that the building and site plan for a new Albany Family Dentistry at 360 Railroad Avenue be approved contingent upon the following:

- A 4-inch sanitary sewer service is shown serving the building. Typically commercial buildings are serviced with a 6-inch. Railroad Avenue is being reconstructed and developer should notify the City as soon as possible if they want to increase the service to a 6-inch service.
- A lighting plan is required per City Ordinance 80.13.
- The owner shall install a lawn or landscaping irrigation system on the property.
- The owner will provide written correspondence from MnDOT showing support for the revised drainage approach.

- Proposed building materials meet the City Ordinance 80.21. Owner and architect are planning to adjust the “red” color scheme slightly to better fit the surrounding buildings.
- The City’s building official to provide further analysis of the plans submitted and may reveal additional requirements that will need to be addressed prior to issuing a building permit. The building shall meet the requirements of the American with Disabilities Act (ADA).
- The owner at the owner’s expense shall provide the City and record the document at the Stearns County Recorder’s Office a ten (10) foot drainage easement along the west property line where the drainage is being routed along the building to the south.

All voted for the motion and it carried.

Mr. Hanson also informed the Commission that he has accepted an engineering job with a company from North Dakota and will be leaving Stantec, Inc. on April 18th. Mr. Hanson introduced Jeremy Mathiasen, an engineer with Stantec, Inc., who has been assigned to the City for engineering services.

Mr. Hommerding appeared before the Commission to present a proposed building and site plan to construct a new professional building (2,500 sq.ft.) for Navigator Financial Group at 571 Railroad Avenue owned by Bob Deters. Mr. Hommerding informed the Commission that he does not want to remove the driveway access on 6th Street and landscaping in the front of the building because the building will be set back three (3) feet from the sidewalk on Railroad Avenue to accommodate footings and the front door will swing outward. Mr. Hanson noted that he is not going to recommend approval of a 6th Street driveway access due to inadequate distance from the 6th Street and Railroad Avenue intersection and the driveway would eliminate three (3) parking spaces on 6th Street. Mr. Gilk noted that he is not in favor of any landscaping shrubs or bushes in front of the building due to future maintenance and nuisance concerns for the City and property owner and recommended that the area be cemented. Mr. Hommerding noted that the landscaping would improve the view of the building from mainstreet. Mr. Hommerding also noted that the exterior building component will be composite siding and no final decision has been made if the south or west side of the building would have partial brick. Mr. Deters noted that no final exterior color has been selected, but would select colors that are aesthetically compatible with surrounding properties. Mr. Hommerding noted that the roof will be standing seam and the building constructed in a way to allow for a future building expansion to the north. Mr. Hommerding also noted that a Parapet wall will be constructed on all sides of the building to conform to the adjacent building roof lines. Mr. Hanson noted that the rear parking lot is bituminous and that the stormwater system, which contains a sediment structure on the lot will be connected to an existing storm sewer in the rear alley. Mr. Hanson also noted that the driveway access to the lot will be from the rear alley. After due discussion, a motion was made by Joseph Wedel and seconded by Adam Rushmeyer to recommend to the Council that the building and site plan for a new proposed building for Navigator Financial Group at 571 Railroad Avenue be approved contingent upon the following:

- Owner to furnish the City with final exterior materials compliant with Ordinance 80.21 prior to issuance of building permit.
- Driveway access on 6th Street denied.
- No landscaping in the front of the building, but option may be a few concrete planters as an alternative.
- Building signage and exterior lighting was not submitted and will need to be reviewed and found to be in accordance with the City’s Ordinance 80.13.
- The City’s building official to provide further analysis of the plans submitted and may reveal additional requirements that will need to be addressed prior to issuing a building permit.
- Rear parking lot to be bituminous.

All voted for the motion and it carried.

Mr. Schneider presented to the Council a proposed amendment to Ordinance 67, Building Moves, prepared by the City Attorney to clarify the permitting process for building moves. Mr. Schneider noted that the purpose of the Ordinance is to regulate building moves in, within, or out of the City to protect the quality of structures protecting health, safety, and welfare of the public and property owners. Mr. Schneider also noted that the proposed amendment will not require a public hearing for any building moves out of the City, but a permit can be denied from the building official for safety issues. Mr. Greer

questioned why the City attorney removed language that required a conditional use permit for a moving permit. Mr. Schneider noted that the City can elect to place conditions on the permit at the time a permit application is received, but would contact the City attorney for further clarification prior to Council approval of the amendment.

Mr. Schneider reminded the Commission that the Railroad Avenue Improvements project will begin on April 22nd.

Chairman Joseph Gilk adjourned the meeting at 8:05 PM.

Tom Schneider
Clerk/Adm.