

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 Adam Rushmeyer at 6:30 o'clock in the evening on Tuesday, April 5, 2016 in the Council Room at 400 Railroad Avenue for the said City.

Other Planning Commission members present for the meeting were: Will Seiler, Joseph Wedel, Todd Horton, and Keith Heitzman. None were absent. Councilor John Greer, Planning Commission Liaison, was present for the meeting.

Others present for the meeting: Greg Johnson, Superintendent, Albany Area Schools, Ryan Breitbach, President, Breitbach Construction Company, Ron Kraemer, Project Manager, Breitbach Construction Company, Mandy Backstrom, Civil Engineer, Anderson Johnson Associates, and Robert Rego, Architect, Anderson Johnson Associates.

Chairman Adam Rushmeyer called for any additions or corrections to the minutes of December 10, 2015 and hearing none declared them to be approved.

Mr. Johnson appeared before the Board to provide a general overview of the School's \$38 million dollar improvement to the high school and elementary. Mr. Johnson noted the following: 6<sup>th</sup> Grade classes moved into the secondary school, secured building entrances, new science labs and cafeteria/commons remodeled, new 800-seat auditorium/music classrooms, technical/agricultural department expansion, new community center/field house and additional classrooms at the Albany Elementary. Mr. Breitbach appeared before the Board to present the proposed building floor plan, traffic patterns, utilities, grading and drainage plan. Mr. Breitbach noted that all the bus traffic will enter and exit at the main school access point on 1<sup>st</sup> Street or State HWY #238, staff to use west parking lot, and majority of students using the main parking lot which will only have access to Railroad Avenue or County Highway #54 (south entrance/exit). Mr. Breitbach noted that the number of parking stalls exceed the City's ordinance. Mr. Breitbach also noted that the school will apply for a variance to allow the construction of the auditorium being the height of the building is fifty (50) feet which exceeds ordinance regulation of thirty-five (35) feet. Ms. Backstrom appeared before the Board to provide information on the proposed wet pond to be constructed south of the football field and noted that the design actually decreases the amount of storm water runoff from school property. Mr. Wedel noted that there may be increased traffic congestion at the intersection of 1<sup>st</sup> Street and Railroad Avenue being the majority of the parking at the school will require vehicles to exit and enter school property from the south entrance or County HWY #54. Mr. Greer questioned if the school would apply for state grant funds to construct a sidewalk on the north side of Railroad Avenue (Co. Rd. #54) connecting the existing sidewalk to the south entrance of the school. Mr. Heitzman noted that County HWY #54 is being reconstructed in 2016 and careful planning for construction activities near the school's southern entrance should be considered. Mr. Schneider noted that all utilities on the school property are considered to be private and not public. Mr. Mathiasen noted that MnDOT may be open to the addition of "STOP" signs at the intersection of 1<sup>st</sup> Street and Railroad Avenue which is designated as a state highway and will contact them to discuss the Board's concern regarding increased traffic congestion at the said intersection. Mr. Mathiasen presented to the Board the following comments based on his review of the submitted materials and their compliance with the City of Albany's ordinances:

**General Site Plan Review (site plan checklist)**

1. Street address of project not currently shown on the plans.
2. Boundary line of the property with dimensions not currently shown on the plans.
3. Site statistics showing proposed building square footages percent of site coverage (impervious vs pervious) should be included in the plan set.
4. Exterior lighting improvements were not submitted or shown. Lighting styles and a photometric plan showing the impact of the site lighting on site and at the property lines will be needed to verify that lighting will not be spilling onto adjacent properties.

5. The maximum allowable structure height within a residential district is 35 feet. This project will need to apply for a variance due to the height of Building Addition No. 1. Applications are available through City Hall.

#### **Removals Plan**

6. The removal and reconstruction work along County Road 54 will likely require a right-of-way permit from Stearns County to work within the right of way.
7. Removal work and other project communication needs to be shared with adjacent property owners including the cemetery owned by Our Savior's Lutheran Church. Removal of the school's south access road may impact the use of their property for services.

#### **Finishing Plan**

8. Parking space calculations (proposed vs. required) should be shown on the plans to verify that City requirements are being met.
9. Parking lot islands can be difficult for snow removal. The City wouldn't be opposed to converting the small islands in the proposed high school east parking lot to painted islands, but will leave the decision up to the school.
10. The south access road has historically been an area for spectators to pull off the road and watch baseball games. There should be consideration given to switching from the proposed B612 curb to the D4 mountable curb style to allow vehicles to pull up and over the curb, but still allow for the conveyance of water along the gutter section.

#### **Geometric Plan**

11. The intersection of the west parking lot access drive with the main school access road creates a difficult angle. A 90-degree connection would be preferable from a visibility/safety standpoint.

#### **Grading & Drainage Plan**

12. The proposed grading south of Proposed Building Addition No. 1 appears to be fairly steep with 3:1 slopes, as compared to the 4:1 or 5:1 existing slopes. That area may be difficult to restore and maintain at that slope.
13. Existing and proposed storm water ponds will be constructed and maintained by the school. Excess sediment should be monitored annually and removed as needed to avoid sediment or debris transfer into the City's storm sewer system and to allow the ponds to function as designed.
14. A temporary construction easement may be needed from the owner to match the existing grading along the cemetery property.

#### **Utility Plan**

15. With the realignment of several existing utilities would it make sense to also realign the existing 6" water line below the high school east parking area? The existing alignment has at least six different bends and could potentially be reconstructed along the east side of the parking lot and create a three-leg tee with the proposed water main north of the elementary school access.
16. Additional water main valves may be needed near the access to the elementary school parking area.
17. Storm Manhole 107 has the invert directions flip-flopped.
18. Review manholes and catch basins between new pond and MN 108 to determine if smaller diameter structures might be sufficient.

19. Confirm if tracer wire will be installed with the PVC water main.
20. Storm manhole sumps are recommended for the structures immediately upstream of the storm water ponds and the connection to the City system, to reduce sediment and debris transfer. Regular maintenance and cleaning of the sumps is recommended.

#### **Erosion & Sediment Control Plan**

21. The new storm sewer aprons in the existing and the proposed ponds aren't currently showing any erosion control protection. Will rip-rap and fabric be provided at each?
22. Will a rock entrance be installed on the main west school access or is construction traffic being directed south to the County Road #54?

#### **Storm water calculations**

23. The impervious area for Subcatchment E1 differs slightly between the existing drainage map and the calculations.
24. The City believes that Subcatchment E5 (collecting at the intersection of 1<sup>st</sup> Street & Forest Avenue) drains south towards the football field and would therefore be contributing directly to Link 3 instead of directly to the river as shown in the modelling. If the school records or your site survey work shows to the contrary, let us know. Otherwise the model should be updated to show E5 to L3 and P5 to L3.

#### **Landscape Plan**

25. Additional landscaping should be considered around the south and west sides of the proposed west HS parking lot to provide screening from the adjacent residential properties.

#### **Miscellaneous**

26. No additional signage for the school has been submitted, but would need to be reviewed by the City and found to be in conformance with City standards before installation.
27. These comments are in addition to whatever comments may be submitted by the City's Building Inspector, Fire Chief, & Public Works Supervisor.

After due discussion, a motion was made by Joseph Wedel and seconded by Keith Heitzman to recommend to the Council that the proposed site plan submitted by the school be approved with the addition of the City Engineer's comments. Mr. Horton requested that language be added to the motion suggesting the school consider applying for state grant funds to construct a sidewalk on the north side of Railroad Avenue (Co. Rd. #54) connecting the existing sidewalk to the south entrance of the school. Chairman Adam Rushmeyer, with the consensus of the Board, had no objection to the addition of Mr. Horton's request to the motion. Voting for the motion were Chairman Adam Rushmeyer, Todd Horton, Keith Heitzman, and Joseph Wedel and none voted against. Board member Will Seiler abstained and the motion carried.

Chairman Adam Rushmeyer adjourned the meeting at 7:20 PM.

Tom Schneider  
Clerk/Adm.