

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 Thursday, August 24, 2017 in the Council Room at 400 Railroad Avenue for the said City.

Other Planning Commission members present for the meeting were: Todd Horton, Joseph Wedel and Jon Stueve. Will Seiler was absent.

Chairman Adam Rushmeyer called for any additions or corrections to the minutes of July 20, 2017 and hearing none declared them approved.

Jay D. Littlejohn and Katherine D. Pasker, attorney's Moss & Barnett, Minneapolis, MN, were present for the meeting.

Pursuant to due notice, at 6:32 PM, Chairman Adam Rushmeyer called the public hearing into session on a request by the City of Albany to consider the following: amendments to the Zoning Ordinance 80 to allow Small Cell Facilities and Support Structures in the R-1 and R-2 Districts as a conditional use and in the R-3, R-4, C-1, C-2, C-3, M-1, M-2, and Public Districts as a permitted use. Mr. Schneider informed the Commission that a proper notice was published in the Albany Enterprise on August 9th. Mr. Schneider presented to the Board a letter received from Mr. Littlejohn who represents Verizon Wireless. Mr. Schneider noted that in May the Minnesota legislature approved the placement of small cell wireless facilities within the right-of-way. Mr. Schneider informed the Board that Steve Fester, a development consultant for Verizon Wireless in the Twin Cities, determined that a specific area on Railroad Avenue between 4th Street and 8th Street is in need of additional capacity by adding new technology called "small cells", consisting of one or two small (24 inches tall) antennas and radio units mounted on light poles usually 25 to 30 feet above the ground. Mr. Schneider noted that the City Council at their August 2nd meeting approved an amendment to Ordinance 41, Streets and Sidewalks, pursuant to MN Statute 237.163, Subd. 2(b), to allow and manage small cell wireless facilities within the City's right-of-way. Mr. Schneider also noted the amendment to Ordinance 41 will require an application for a permit, fees to be paid to the City, and an agreement. Mr. Littlejohn appeared before the Board to inform the Board that he reviewed the proposed zoning ordinance amendment prepared by the City Attorney and recommended that a conditional use permit not be required for small cell facilities in a R-2 District, but listed as a permitted use in said District. Mr. Littlejohn also noted that a conditional use permit only be required in a R-1 District when a new pole is installed within the right-of-way. Mr. Schneider noted that the proposed language in the amendment prepared by the City Attorney requires a conditional use permit for wireless facilities in the R-1 and R-2 Districts regardless whether installed on a new pole or existing pole and recommended no changes in the amendment. Mr. Stueve informed the Board that he would not want to see small cell wireless facilities installed on any ornamental poles on Railroad Avenue and questioned if other poles nearby may be an option. Mr. Littlejohn noted that Verizon would be open to alternate sites. Mr. Wedel noted that it is easier for a company to install equipment on a new pole rather than an existing pole due to additional structural engineering, additional time, and other expenses. Chairman Adam Rushmeyer closed the public hearing at 6:50 PM. Mr. Horton recommended that the City Attorney be consulted prior to final approval by the City Council on September 6th of the said zoning amendment. After due discussion and careful consideration, a motion was made by Jon Stueve and seconded by Todd Horton to recommend to the Council that the amendments to the Zoning Ordinance 80 to allow Small Cell Facilities and Support Structures in the R-1 and R-2 Districts as a conditional use and in the R-3, R-4, C-1, C-2, C-3, M-1, M-2, and Public Districts as a permitted use with the condition that the City Clerk/Administrator contact the City Attorney to clarify the conditional use language in MN Statute as it relates to the installations of small cell facilities on new poles within R-1 and R-2 Districts. All voted for the motion and it carried.

Mr. Schneider informed the Board of the following:

- 1st Street (State HWY #238) will be reconstructed in 2018 beginning north of the 1st Street and Railroad Avenue intersection and end north of Lake Avenue. The project will consist of new sidewalk, street, curb, gutter, water, sewer, and storm sewer. MnDOT will be the General Contractor.

- The City and MnDOT have not made a decision on a final intersection layout regarding the proposed 2019 1st Street and Railroad Avenue Intersection Improvements.
- The Council has scheduled a public hearing on Wednesday, September 6th to consider the adoption of the Albany Bicycle and Pedestrian Master Plan (Safe Routes to School). The plan will guide the development of safe, convenient, and desirable routes to walk and bike. Any comments should be made to the City Clerk/Adm. prior to the public hearing.
- The Active Demonstration Project on 6th Street and Aliva Avenue is temporary and will end in mid-October. A survey will be available for comment on the City's website.
- CentraCare representatives have not informed the City of a location for a new clinic in the City.
- There have been twelve (12) permits received to date for new home construction compared to seven (7) in 2016.
- The Albany Economic Development Authority (EDA) will consider approving a Commercial Rehabilitation (Storefront) application submitted by Troy Krebs, 201 Railroad Avenue, to replace existing windows, entryway, stucco touchup, and paint.

Chairman Adam Rushmeyer adjourned the meeting at 7:05 PM.

Tom Schneider
Clerk/Adm.