

**NOTICE OF ALBANY
CITY COUNCIL MEETING**

There will be a regular meeting of the City Council in and for the City of Albany, Stearns County, Minnesota at 6:30 o'clock in the evening on Wednesday, June 19, 2019, in the Council Room at 400 Railroad Avenue for the said City.

AGENDA

1. Convene meeting
2. Pledge of Allegiance
3. Audit Bills
4. Act on regular Council minutes of the meeting held on June 5th
5. Open Forum/Public comment (3 to 5 minutes max.)
6. Councilor John R. Harlander – present the following Planning Commission recommendation:
 - Amendment to Ordinance 80
 - To allow dog boarding kennels and dog daycare establishments as a conditional use in the C-2 Commercial District.
 - To establish maximum sign area for free standing signs in the C-1 Commercial district and eliminate the overall signage limit (80.11, Subd. 17 (G)).
 - To eliminate “other similar uses determined by Planning Commission or City Council” from 80.16, Subd. 3 (M).
 - To eliminate “other uses that are determined by the Planning Commission and City Council to be of the same character as the permitted uses in the section” from 80.19, Subd. 2 (E), 80.20, Subd 2 (D), 80.20A, Subd. 2 (D), 80.23, Subd. 3 (E).
 - To revise the written notice given for public hearings on variances from 100’ to 350’.
 - Shamrock Lane Rentals, LLC – CUP request
 - Conditional Use Permit application submitted by Shamrock Lane Rentals, LLC., 1201 Shamrock Lane, to consider a dog boarding kennels and dog daycare establishment in a C-2 Commercial District.
 - An amendment to Ordinance 71, Animals, Section 70.16, to allow dog boarding kennels and dog daycare as a conditional use in a C-2 Commercial District
7. Jeremy Mathiasen, City Engineer - project updates
8. Reports of Boards, Commissions, and Department Heads
 - Joseph Mergen, Public Works Supervisor
 - Ozzie Carbajal, Police Chief
 - Keith Heitzman, Albany Golf Club Liaison
 - Tom Schneider, Clerk/Adm. – present the following:
 - Public Hearing to partially vacate a drainage and utility easement (The Highlands) on a request by Lumber One of Avon
 - Fireworks application submitted by Premier Pyrotechnics (2019 Heritage Day)
 - Application for Large Gathering Permit and Temporary On-sale Liquor License for the Church of Seven Dolors (Church Bazaar – August 4th)
9. Mayor’s announcements and letters
10. Mayor to announce next regular Council meeting date (July 3rd) and adjourn

Tom Schneider
Clerk/Adm.

Pursuant to due call and notice thereof a regular meeting of the Council in and for the City of Albany, Stearns County, Minnesota, was called to order by Mayor Tom Kasner at 6:30 o'clock in the evening on Wednesday, June 5, 2019, in the Council Room at 400 Railroad Avenue for the said City.

Other Council members present were: Councilors John R. Harlander, Adam Rushmeyer, Al Amdahl, and Keith Heitzman. None were absent.

Others present were: Jeremy Mathiasen, City Engineer, with Stantec, Inc., Joe Mergen, Public Works Supervisor, Mike Kosik, Editor, Albany Enterprise and Ozzie Carbajal, Police Chief, Larry Eggert, Judy Eggert, Joyce Thull, Hillcrest Restaurant and Stubby's Tavern, Kris Schiffler, Shady's Hometown Tavern and Events Center, Steve Bates, Albany Bowl, Dennis Mareck, Albany Legion Club, Sheri Thill/Chad Schmidt, Rookies Sports Bar, David Belford, Barbacoa, and Stacy Hoffarth/Drew Stanley, Teals Market.

The Council recited the Pledge of Allegiance.

The Council took notice of approval of payment of bills. After due discussion, a motion was made by Adam Rushmeyer and seconded by Al Amdahl to authorize electronic payments, transfers, and the payment of the following bills: Check Numbers 69100 to 69147 and 17403 to 17419. All voted for the motion and it carried.

Mayor Tom Kasner called for any corrections or additions to the minutes of the regular meeting of the Council held on May 15th and hearing none declared them approved.

Open forum/public comments: Mr. Eggert, 111 12th St., appeared before the Council to request the following: 1) installation of a solar operated radar speed limit sign on Co. Rd. 54 (Railroad Avenue), 2) 45-mph speed limit sign posted adjacent to his property be moved farther west or reduced to 30-mph, and 3) paint a crosswalk south of 12th Street and Railroad Avenue to access the Lake Wobegon Trail. Mr. Eggert noted speeds and the number of vehicles has increased significantly over the years and precautions need to be considered to keep motorists and pedestrians safe. Mayor Tom Kasner noted any changes to the comments presented will need to be discussed with the Stearns County Highway Department. Mr. Schneider informed the Council the Minnesota Department of Transportation would conduct a speed study to reduce the speed limit, but in the past the City has made similar requests with no success. Mr. Carbajal informed the Council he will research the cost for a solar operated radar speed limit sign and if one can be installed in this location as per the County regulations. Mayor Tom Kasner thanked Mr. Eggert for bringing his concerns to the Council.

Mr. Schneider presented to the Council the liquor license renewal applications for the license period between July 1, 2019 and June 30, 2020. Mayor Tom Kasner questioned if any liquor license holder has any concerns or questions and hearing none proceeded to consider approval of all licenses. After due discussion, a motion was made by Keith Heitzman and seconded by John R. Harlander to approve renewal of the following On-Sale Liquor licenses: Rookies Sports Bar, Shady's Hometown Tavern and Event Center, Albany Bowl, Hillcrest Family Restaurant and Stubby's Tavern, and JM Stationers (Barbacoa). All voted for the motion and it carried.

After due discussion, a motion was made by John R. Harlander and seconded by Adam Rushmeyer to approve renewal of the following Off-Sale Liquor licenses: Teal's Liquor, Rookies Sports Bar, Hillcrest Family Restaurant and Stubby's Tavern, Albany Bowl, and Shady's Hometown Tavern and Event Center. All voted for the motion and it carried.

After due discussion, a motion was made by Al Amdahl and seconded by John R. Harlander to approve renewal of the following Club On-sale Liquor Licenses: Albany American Legion Club and Albany Golf Club. Mayor Tom Kasner abstained and the motion carried.

After due discussion, a motion was made by Keith Heitzman and seconded by John R. Harlander to approve renewal of the following Cigarette Licenses: Teal's Liquor, Teal's Market, Albany Golf Club, Don's I-94, Albany Tesoro, Holiday Store, and Shady's Hometown Tavern and Events Center. Mayor Tom Kasner abstained and the motion carried.

The Council also took notice of a request by the Albany American Legion Club for a one-day 3.2% Malt (Beer) Liquor License to sell on-sale beer for the annual Car Show to be held on Friday, August 2nd at the Albany Chrysler Center, 34650 225th Avenue. After due discussion, a motion was made by Mayor Tom Kasner and seconded by Al Amdahl to approve the said License. All voted for the motion and it carried.

Mr. Schneider presented to the Council Resolution 2019-21 to partially vacate South Soo Road, an undeveloped street, that lies east of 14th Street and north of Lots 1 and 2, Block 2, Albany Industries Plat. Mr. Schneider informed the Council a public hearing was held on September 19, 2018 on a petition received from the following property owners: 1) The Woodshop of Avon, Albany, MN, and 2) Ramler Properties, LLC, Albany, MN. Mr. Schneider noted the purpose to vacate the street is to allow Ramler Properties, LLC, to construct a 38,000 square foot cold storage warehouse. Mr. Schneider also noted the City will retain fifteen (15') feet drainage and utility easement on the northern vacated South Soo Road and a twenty (20') Lake Wobegon Trail (egress/ingress) easement as described on the certificate of survey. Mr. Schneider noted each easement will be recorded with the Stearns County Recorder's Office. After due discussion, a motion was made by Adam Rushmeyer who introduced the following Resolution and moved its adoption:

RESOLUTION 2019-21
VACATION OF A PORTION OF SOUTH SOO ROAD

The motion for the foregoing Resolution was seconded by Al Amdahl and after a full discussion thereon and upon a vote being taken thereon, the following voted in favor thereof: Mayor Tom Kasner, Councilors Adam Rushmeyer, Al Amdahl, and Keith Heitzman. Councilor John R. Harlander abstained and none voted against the same whereupon the said Resolution was declared duly passed and adopted. The full text of the said Resolution is on file at the office of the City Clerk/Administrator for public inspection during regular office hours.

The Council took notice of a request by the Albany Chamber of Commerce to consider the approval of a Large Gathering permit application for Heritage Day, Saturday, August 3rd. Mr. Schneider noted Railroad Avenue is designated as State HWY #238 and MnDOT requires an application if the roadway is to be closed for an event. Mr. Schneider also noted the event will include a 5K Run/Walk, children games, parade, fireworks, bean bag toss on 5th Street, etc. After due discussion, a motion was made by Mayor Tom Kasner and seconded by Keith Heitzman to approve the Large Gathering Permit for the said Event. All voted for the motion and it carried.

The Council also took notice of a Large Gathering Permit application submitted by the Albany Chrysler Center, 34650 225th Avenue, for their annual Car Show to be held on Friday, August 2nd. Mr. Schneider informed the Council the Fire Chief requires additional conditions to the permit to improve public safety. After due discussion, a motion was made by John R. Harlander and seconded by Keith Heitzman to approve the aforesaid permit to include additional conditions by Fire Chief. All voted for the motion and it carried.

Mr. Mathiasen presented to the Council Payment Voucher No. 2 for the 2019 Capital Improvement Project. Mr. Mathiasen noted the Payment Voucher generally includes utility installation and street reconstruction. Mr. Mathiasen noted consistent rainfall and wet soils have made installation challenging and roadways difficult to maintain, but approximately thirty (30%) percent of the contract has been completed over the first six weeks. Mr. Mathiasen noted the amount due, minus the retainage, for Payment Voucher No. 2 is \$385,010.89. After due discussion and upon recommendation from the City Engineer, a motion was made by John R. Harlander and seconded by Al Amdahl to approve Payment

Voucher No. 2 to C & L Excavating, St. Joseph, MN, in the amount of \$385,010.89 for said improvements. All voted for the motion and it carried.

Mr. Mathiasen informed the Council the following two bids were received at 11:00 o'clock in the morning on Wednesday, June 5th for the 2019 Street Lighting Improvements:

- | | |
|--------------------------|-----------|
| 1. Design Electric, Inc. | \$139,077 |
| 2. JT Electric, Inc. | \$139,500 |

Mr. Mathiasen noted his engineer's estimate was \$147,000 and recommended approval of the low bid having reviewed the bid items to find all in order. Mr. Mathiasen also noted the placement of each light pole will be located behind the sidewalk. After due discussion, a motion was made by Keith Heitzman and seconded by John R. Harlander to approve the bid from Design Electric, Inc., in the amount of \$139,077. All voted for the motion and it carried.

The Council took notice of a letter received from Matt Zinniel, Stearns County Public Works Maintenance Superintendent, regarding concerns about traffic congestion, visibility issues, and winter maintenance issues along the north side of County State Aid Highway (CSAH) 54 from the school's ball field driveway entrance adjacent to the City's Well No. 3 westerly to 1st Street (State HWY #238). Mr. Mathiasen noted the County would like to post NO PARKING signs on the north parking lane, but are seeking the City's input. Mayor Tom Kasner noted the County's concerns are valid, but the south parking area is a problem too due to large volumes of school traffic and future CentraCare Clinic patrons. Mr. Harlander questioned if a right-hand turn lane would be considered to improve traffic congestion or shift the centerline to the south. Mr. Heitzman noted he would support NO PARKING on the north side because plowing snow in this area has been a problem for County plow operators due to vehicles parked on the street for long periods of time preventing adequate snow removal and plows crossing the centerline causing a dangerous situation with on-coming vehicles. Mr. Mathiasen recommended he contact Mr. Zinniel to consider the idea of shifting lanes to the south to create a dedicated right turn lane, no parking on the north and south side of the street. Mayor Tom Kasner, with the consensus of the Council, directed Mr. Mathiasen to contact Mr. Zinniel to discuss the aforementioned, but noted residents will be contacted prior to making any significant changes.

Mr. Heitzman, Albany Golf Club, Ins., Liaison, informed the Council Aaron Kleinschmidt was hired by the Board of Directors as the General Manager of the said Club. Mr. Heitzman noted Mr. Kleinschmidt began employment on May 31st.

Mr. Schneider informed the Council Stearns Bank, Albany, MN, is requesting the City update the signature card for the City's General Fund. Mr. Schneider noted former Mayor Daron Gersch is still listed on the signature card and recommended he be removed and Mayor Tom Kasner be added. After due discussion, a motion was made by Adam Rushmeyer and seconded by Keith Heitzman to authorize Mayor Tom Kasner and Tom Schneider, Clerk/Adm. on the signature card at the said Bank and to remove former Mayor Daron Gersch. All voted for the motion and it carried.

Mr. Schneider also informed the Council Albany Oil Company, 110 Railroad Avenue, requested reimbursement for a new sidewalk abutting their property installed within the Railroad Avenue right-of-way. Mr. Schneider noted a new sidewalk was constructed to the western edge of CentraCare Clinic property, but not extended beyond this point which left a gap in the sidewalk. Mr. Schneider noted the sidewalk was extended along property owned by Albany Oil at a cost of \$500; whereby pursuant to Ordinance 41.01, Subd. 3, recommended the City reimburse Albany Oil \$250 for the new sidewalk. After due discussion, a motion was made by John R. Harlander and seconded by Mayor Tom Kasner to reimburse Albany Oil \$250 for the new sidewalk. All voted for the motion and it carried.

Mr. Schneider also informed the Council several companies continue to develop and construct community solar gardens; whereby many have been soliciting the City to execute long-term subscription agreements and questioned if a consultant be contacted to determine if this is something the City should consider at this time. Mr. Schneider noted most agreements are for a period of 25-years. Mayor Tom

Kasner, with the consensus of the Council, directed Mr. Schneider to contact the City Attorney who has experience with nearby cities who have entered into subscription agreements.

The Council took notice of an off-site LG230 MN Lawful Gambling Exempt Permit application submitted by the Albany American Legion Post 482 to be held on Friday, August 2nd at the annual Car Show at the Albany Chrysler Center, 34650 225th Avenue. Mr. Schneider informed the Council that the organization will sell pull-tabs during the event. After due discussion, a motion was made by Al Amdahl who introduced the following resolution and moved its adoption:

RESOLUTION 2019-22
APPROVING MINNESOTA
LAWFUL GAMBLING EXEMPT PERMIT APPLICATION

The motion for the foregoing Resolution was seconded by Adam Rushmeyer and after a full discussion thereon and upon a vote being taken thereon, the following voted in favor thereof: Mayor Tom Kasner, Councilors Al Amdahl, Adam Rushmeyer, John R. Harlander, and Keith Heitzman and none voted against the same whereupon the said Resolution was declared duly passed and adopted. The full text of the said Resolution is on file at the office of the City Clerk/Administrator for public inspection during regular office hours.

Mayor Tom Kasner announced the next regular Council meeting for 6:30 o'clock in the evening on Wednesday, June 19, 2019 and adjourned the meeting at 7:40 PM.

Tom Schneider, Clerk/Adm.

**NOTICE OF PUBLIC HEARING
CITY OF ALBANY
PLANNING COMMISSION**

Notice is hereby given that a Public Hearing of the Albany Planning Commission in and for the City of Albany, Stearns County, Minnesota, is scheduled at 6:30 p.m., or as soon thereafter as possible, on Thursday, June 13, 2019, in the Council Room at 400 Railroad Avenue, Albany, Minnesota, to consider the following:

AMENDMENTS TO THE ZONING ORDINANCE 80:

- 1) TO ESTABLISH MAXIMUM SIGN AREA FOR FREE STANDING SIGNS IN THE C-1 COMERCIAL DISTRICT AND ELIMINATE THE OVERALL SIGNAGE LIMIT (80.11, SUBD. 17(G);
- 2) TO ALLOW DOG BOARDING KENNELS AND DOG DAYCARE ESTABLISHMENTS AS A CONDITIONAL USE IN THE C-2 COMMERCIAL DISTRICT,
- 3) TO ELIMINATE "OTHER SIMILAR USES DETERMINED BY PLANNING COMMISSION OR CITY COUNCIL" FROM 80.16, SUBD 3(M);
- 4) TO ELIMINATE "OTHER USES THAT ARE DETERMINED BY THE PLANNING COMMISSION AND CITY COUNCIL TO BE OF THE SAME CHARACTER AS THE PERMITTED USES IN THIS SECTION" FROM 80.19, SUBD. 2(E), 80.20, SUBD. 2(D), 80.20A, SUBD. 2(D), 80.23, SUBD. 3(E); AND
- 5) TO REVISE THE WRITTEN NOTICE GIVEN FOR PUBLIC HEARINGS ON VARIANCES FROM 100' TO 350'.

The proposed ordinance amendments may be viewed in their entirety at City Hall, 400 Railroad Avenue, Albany, Minnesota, during normal office hours.

Anyone wishing to comment will be heard at the public hearing. Written comments may be forwarded to the office of the City Clerk/Administrator, before the time of the public hearing.

Tom Schneider
Clerk/Adm.

Published in the Albany Enterprise, on this 29th day of May, 2019.

**NOTICE OF PUBLIC HEARING
CITY OF ALBANY
PLANNING COMMISSION**

Notice is hereby given that a Public Hearing of the Albany Planning Commission in and for the City of Albany, Stearns County, Minnesota, is scheduled at 6:30 p.m., or as soon thereafter as possible, on Thursday, June 13, 2019, in the Council Room at 400 Railroad Avenue, Albany, Minnesota, to consider the following:

1. CONDITIONAL USE PERMIT APPLICATION OF SHAMROCK LANE RENTALS, LLC TO CONSIDER THE APPLICATION FOR A CONDITIONAL USE PERMIT FOR A DOG BOARDING AND DOG DAYCARE ESTABLISHMENT AT 1201 SHAMROCK LANE. THE PROPERTY IS ZONED C-2 COMMERCIAL

Anyone wishing to comment will be heard at the public hearing. Written comments may be forwarded to the office of the City Clerk/Administrator, before the time of the public hearing.

Tom Schneider
Clerk/Adm.

Published in the Albany Enterprise, on this 29th day of May, 2019.

**CITY OF ALBANY
DEVELOPMENT APPLICATION**

Date of Complete Application (office use only) 5-24-19

Application Fee Per Submittal:

For explanation of what application fee covers, see page 3 in Development Application

- ☒ Conditional Use Permit (\$300) X ☐ Ordinance Amendment (\$300) _____
- ☒ Zoning Amendment (\$300) X ☐ Interim Use Permit (\$300) _____
- ☐ Variance (\$300) _____ *pd cl 34186*

Other:

- ☐ Preliminary and Final Plat (Escrow + \$300 + \$10/lot)
- ☐ Planned Unit Development/Amendment (Escrow + \$300)
- ☐ Minor Amendment (Escrow + \$300)
- ☐ Rezoning (Escrow + \$300)
- ☐ Comprehensive Plan Amendment (Escrow + \$300)

*If an Ordinance publication is required, the fee will be deducted from your escrow account.

Form to be typed or printed in ink. If space provided is insufficient, use additional sheets, keeping information to the proper item number.

1. Meets and bounds -see attached survey
Legal Description _____
2. 1201 Shamrock Lane
Street Address of Property Involved _____
3. Shamrock Lane Rentals, LLC 845-2023
Fee Owner of Property (This name will be used on legal documents) Telephone No. _____
4. P.O. Box 661, Albany, MN 56307
Address of Fee Owner _____ Fax No. _____
5. Same
Applicant Name _____ Address _____ Telephone No. _____
6. N/A
Name of Architect/Engineer _____ Telephone No. _____
7. N/A
Address of Architect/Engineer _____ Fax No. _____

8. N/A
Name of Plat – (if applicable) No. of Lots

9. State proposed use and a description of project proposed or other requested. See handouts for additional information.

*The Zoning is C-2 Highway Commercial. Request is a zoning amendment to add "Dog Day Care Facilities" as a conditional use under Section 80.20, Subd. 2. An existing building will be remodeled to accommodate a dog boarding/day care business that is much needed in Albany and surrounding community. Measures will be taken not to allow continued outside dog barking by only allowing limited outside activities that are supervised by an employee. Business will be open seven days a week.

The undersigned applicant hereby acknowledges:

☐ receipt of a copy of the applicable List of Required Submissions.

☐ that all required documents have been submitted with this application except:

APPLICATIONS ARE NOT COMPLETE UNTIL ALL REQUIRED SUBMITTAL DOCUMENTS HAVE BEEN RECEIVED.

Acknowledgment and Signature:

The undersigned applicant hereby represents upon all of the penalties of the law, for the purpose of inducing the City of Albany take action herein requested, that all statements herein are true and that all work herein mentioned will be done in accordance with the Ordinance of the City of Albany, and the laws of the State of Minnesota, and that the undersigned applicant will pay all fees and charges incurred by the City for the examination and review of this petition.



Signature of Applicant

5-24-19

Date



Signature of Property Owner

5-24-19

Date

Application Fees and Refunds

Planning application fees cover the following costs: meeting room time, copies, minutes, public hearing, recording documents, and legal notices. The escrow deposit will be utilized for the cost of staff review time, consultants, meetings with applicants, neighborhood meetings, preparation of staff reports, and preparation of legal documents, review and editing of Planning Commission minutes, staff reports and legal documents.

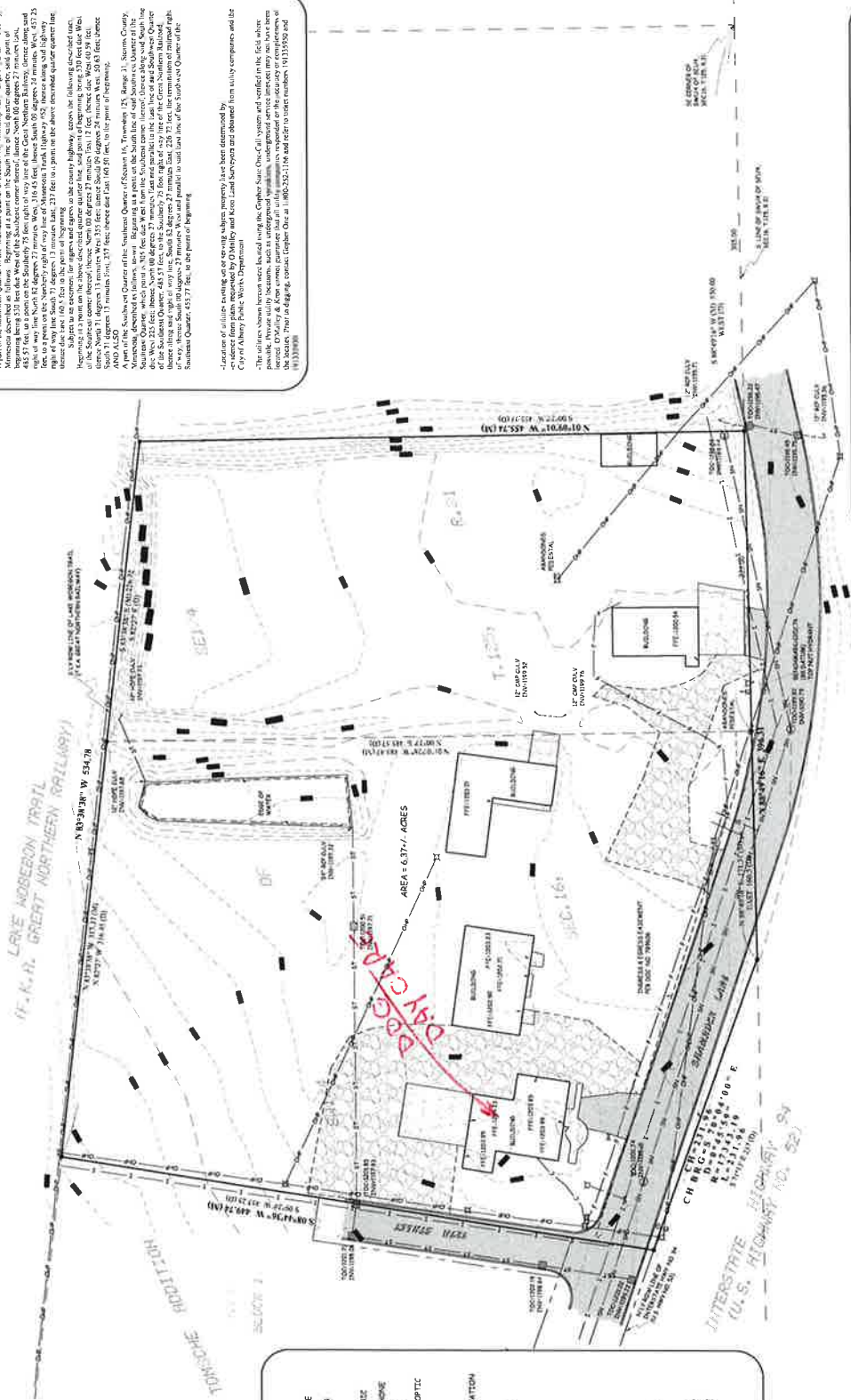
Refunds of application fee will be one-half of the fee and any remaining escrow if the application is withdrawn prior to publication of the public hearing notice. After publication, no refunds will be given. Escrow accounts will be refunded after the Certificate of Occupancy is issued for the project. This would be for the building shell in the case of a multi-tenant retail or industrial project with separate tenant finish permits, all of the units in a residential subdivision or the entire building in the case of a multi-family or single-tenant commercial/industrial development.

Per Olov Sjöström, Stockholm

[illegible]

Location of utilities existing on or serving subject property have been determined by reference from plans requested by O'Malley and Kron Land Surveyors and obtained from utility companies and the City of Albany Public Works Department.

*The utilities shown hereon were located using the Copper State One-Call system and verified in the field where possible. Private utility locations, such as underground vaults, underground service lines, etc. may not have been located. O'Valley & Koon cannot guarantee that all utility locations are responded to the accuracy or completeness of the locates. Prior to digging, contact Copper One at 1-800-252-1166 and refer to ticket number 191335959 and 191337909.



CERTIFICATE OF SURVEY PREPARED FOR:

ALBANY MANUFACTURING

JOB NO: 2019-230
FILE NAME: 2019_230.DWG
LOCATION: 16-125-31

SHEET 1 OF 1

I HEREBY CERTIFY THAT THIS SURVEY, PLAN OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA

DANIEL M. KRON
MINNESOTA REGISTRATION NO. 23631

DATE: 05-22-19

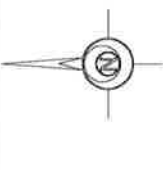
CERTIFICATE OF SURVEY PREPARED BY:

340 CHAPEL HILL RD.
COLD SPRING MN 56320
PH. 320-685-5905
FAX 320-685-3056

O'MALLEY & KRON
LAND SURVEYORS, INC.

1004 2ND ST. SE
WILLIAMMN 56201
PH. 320-235-4012
FAX 320-685-3056

NOTE: THIS SURVEY IS INTENDED ONLY FOR THE BENEFIT OF THE PARTY TO WHOM IT WAS PREPARED FOR AND SHOULD NOT BE RELIED UPON BY ANY OTHER PARTY FOR ANY OTHER PURPOSE WITHOUT FIRST CONTACTING THE SURVEYOR WHO DEVELOPED AND MADE THIS DRAWING. UNAUTHORIZED REPRODUCTION OF THIS DOCUMENT IS PROHIBITED.



Prasad

- INDICATES IRON MONUMENT PLACED
- INDICATES IRON MONUMENT FOUND
- INDICATES STEARNS COUNTY CAST IRON MONUMENT

1993

- | | |
|-----------------------------------|------------------------------------|
| INDICATES STORM SEWER LINE | INDICATES FINISHED FLOOR ELEVATION |
| INDICATES SANITARY SEWER LINE | INDICATES STORM MANHOLE |
| INDICATES UNDERGROUND WATER | INDICATES SANITARY MANHOLE |
| INDICATES UNDERGROUND GAS | INDICATES CATCH BASIN |
| INDICATES UNDERGROUND ELECTRIC | INDICATES WATER VALVE |
| INDICATES UNDERGROUND TELEPHONE | INDICATES HOB |
| INDICATES UNDERGROUND CABLE | INDICATES POWER POLE |
| INDICATES UNDERGROUND FIBER OPTIC | INDICATES LIGHT POLE |
| INDICATES OVERHEAD POWER | INDICATES GAS PESTAL |
| INDICATES FENCE LINE | INDICATES TELEPHONE PESTAL |
| INDICATES STORM MANHOLE | INDICATES CABLE PESTAL |
| INDICATES SANITARY MANHOLE | INDICATES FIBER OPTIC PESTAL |
| INDICATES CATCH BASIN | INDICATES TUNNEL/UNDERPASS |
| INDICATES WATER VALVE | INDICATES CONCRETE SURFACE |
| INDICATES HOB | INDICATES GRAVEL SURFACE |
| INDICATES POWER POLE | |
| INDICATES LIGHT POLE | |
| INDICATES GAS PESTAL | |
| INDICATES TELEPHONE PESTAL | |
| INDICATES CABLE PESTAL | |
| INDICATES FIBER OPTIC PESTAL | |
| INDICATES TUNNEL/UNDERPASS | |
| INDICATES CONCRETE SURFACE | |
| INDICATES GRAVEL SURFACE | |

Shamrock Line Rentals, LLC
(Joe Teternell)

fence

1201
Shamrock Ln

N

403 5922 0000
WARD RICHARD V

esri

Documents



Tom Schneider

From: Anderson, Benjamin <Benjamin.Anderson@co.stearns.mn.us>
Sent: Thursday, May 30, 2019 3:08 PM
To: Tom Schneider
Subject: RE: conditional use permit

No concerns from parks but thank you for the heads up!

Ben Anderson

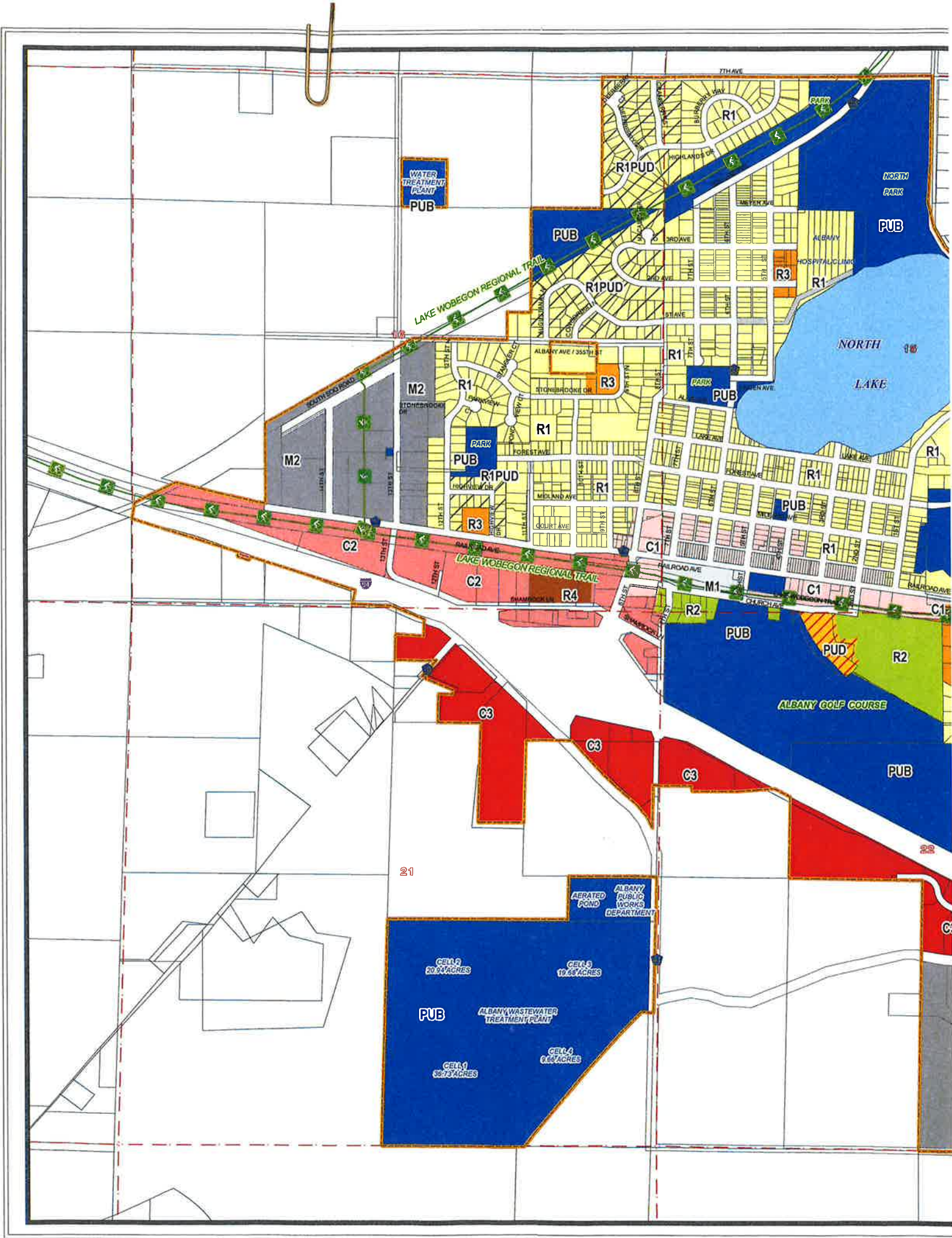
Parks Director
Stearns County Parks
1802 County Road 137
Waite Park, MN 56387
320-654-4725

Stearns County Mission: "Provide Exceptional Public Services to Assure a Safe, Healthy, Vibrant County for All"

From: Tom Schneider <tschneider@ci.albany.mn.us>
Sent: Thursday, May 30, 2019 3:03 PM
To: mark.renn@state.mn.us
Cc: Anderson, Benjamin <Benjamin.Anderson@co.stearns.mn.us>
Subject: conditional use permit

Being the Lake Wobegon Trail abuts the proposed location of a Dog Daycare/kennel, I'm providing both of you with this notice.

From: tdjesh@albanytel.com <tdjesh@albanytel.com>
Sent: Thursday, May 30, 2019 2:54 PM
To: Tom S <tschneider@ci.albany.mn.us>
Subject: Attached Image



Subd. 17: C-1 Core Commercial District and Public District. Signs are allowed as follows in C-1 Core Commercial District and the Public District:

- a) All signs as permitted by Subd. 15 of this Section;
- b) One (1) freestanding sign with at least eight feet (8') of clearance over any pedestrian way and fourteen feet (14') of clearance over any vehicular use, not exceeding thirty five (35) feet in height or one (1) monument sign per street frontage not exceeding six feet (6') in height. Freestanding signs and/or monument sign shall not exceed one (1) square foot in sign area for each lineal foot of property frontage not to exceed one hundred (100) square feet (or total of two hundred (200) square feet for two faces). The free standing sign may project up to five feet (5') into a public right-of-way or easement provided the owner pays for the cost of removal, and replacement if work in the public right-of-way or easement requires such removal;
- c) Wall signs not to exceed a total of sixty-four (64) square feet in total area or 120 (120) square feet in total area if the property has at least 50 lineal feet of property frontage;"
- d) One (1) sign suspended beneath a canopy, ceiling, roof, awning or marquee for each separate occupancy or separate entrance not to exceed eight (8) square feet in sign area. Such signs must have a minimum clearance of eight feet (8') to grade;
- e) Incidental signs not to exceed four (4) square feet of sign area per occupancy;
- f) Directional/informational signs as required;
- g) Projecting signs with a maximum area of forty (40) square feet. Projecting signs shall not exceed eight feet (8') in length (includes extension arm and sign length) or five feet (5') in height. The projecting sign shall not extend higher than twenty feet (20') from grade. Such signs shall have a minimum clearance of eight feet (8') to grade.

OLD VERSION
PRIOR MAY 2019

3 omitted
in error
May 2019

80.11 Subd. 17 Amended 3/1/17

Subd. 18: C-2 and C-3 Commercial Districts. Signs are allowed as follows in the C-2 Highway and C-3 Commercial Districts:

80.11 Subd. 18 Amended 8/27/12

- a) All signs as permitted by Subd. 15, of this Section;
- b) Freestanding signs shall not exceed seventy five feet (75') in height. Freestanding signs may be located within five feet (5') of the right-of-way and the principal purpose of such signs must be to address freeway traffic. Such signs must be freestanding only;
- c) One (1) sign suspended in a canopy, ceiling, awning or marquee for each separate occupancy or separate entrance not to exceed eight (8) square feet in sign area. Such signs must have a minimum clearance of eight feet (8') to grade;
- d) Incidental signs not to exceed four (4) square feet of sign area per occupancy;
- e) Directional/informational signs as required;

Subd. 17: C-1 Core Commercial District. Unless otherwise prohibited by the Minnesota Department of Transportation, signs are allowed as follows in the C-1 Core Commercial District:

- a) All signs as permitted by Subd. 15 of this Section;
- b) One (1) freestanding sign with at least eight feet (8') of clearance over any pedestrian way and fourteen feet (14') of clearance over any vehicular use, not exceeding thirty five (35) feet in height or two (2) monument signs per street frontage not exceeding six feet (6') in height, or a combination of such signs. Free standing signs may project up to five feet (5') into a public right-of-way or easement provided the owner pays for the cost of removal, and replacement if work in the public right-of-way or easement requires such removal;
- c) Wall signs not to exceed a total of sixty-four (64) square feet in total area or 120 (120) square feet in total area if the property has at least 50 lineal feet of property frontage;
- d) One (1) sign suspended beneath a canopy, ceiling, roof, awning or marquee for each separate occupancy or separate entrance not to exceed eight (8) square feet in sign area. Such signs must have a minimum clearance of eight feet (8') to grade;
- e) Directional/informational signs;
- f) Projecting signs with a maximum area of forty (40) square feet. Projecting signs shall not exceed eight feet (8') in length (includes extension arm and sign length) or five feet (5') in height. The projecting sign shall not extend higher than twenty feet (20') from grade. Such signs shall have a minimum clearance of eight feet (8') to grade.
- g) Total overall square footage of signage shall not exceed one (1) square foot in sign area for each lineal foot of property frontage not to exceed one hundred (100) square feet (or total of two hundred (200) square feet for two faces).

Subd. 18: Public District. Unless otherwise prohibited by the Minnesota Department of Transportation, signs are allowed as follows in the Public District:

- a) All signs as permitted by Subd. 15 of this Section;
- b) Two (2) freestanding signs per street frontage with at least eight feet (8') of clearance over any pedestrian way and fourteen feet (14') of clearance over any vehicular use, not exceeding thirty five (35) feet in height or two (2) monument signs per street frontage not exceeding six feet (6') in height, or a combination of such signs. Free standing signs may project up to five feet (5') into a public right-of-way or easement provided the owner pays for the cost of removal, and replacement if work in the public right-of-way or easement requires such removal;
- c) Wall signs not to exceed a total of sixty-four (64) square feet in total area or 120 (120) square feet in total area if the property has at least 50 lineal feet of property frontage;
- d) One (1) sign suspended beneath a canopy, ceiling, roof, awning or marquee for each separate occupancy or separate entrance not to exceed eight (8) square feet in sign area. Such signs must have a minimum clearance of eight feet (8') to grade;

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 Todd Horton at 6:34 o'clock in the evening on Thursday, June 13, 2019, in the Council Room at 400 Railroad Avenue for the said City.

Other Planning Commission members present for the meeting were: Jon Stueve, Allison Dudek, and Joseph Wedel. Will Seiler was absent. Councilor John R. Harlander was present for the meeting.

Chairman Todd Horton called for any additions or corrections to the minutes of April 29th and hearing none declared them approved.

Joe Peterzell, Shamrock Lane Rentals, LLC, Larry Eggert, Judy Eggert, Geraldine Garding, Mathew Heinen, and Carol Heinen, were present for the meeting.

Pursuant to due notice, at 6:35 PM, Chairman Todd Horton called the public hearing into session on a request by Shamrock Lane Rentals, LLC, Albany, MN, for a zoning ordinance amendment to allow dog boarding kennels and dog daycare establishments as a conditional use in the C-2 Commercial District. A proper notice was published in the Albany Enterprise on May 29th. Mr. Schneider noted an email was received from Ben Anderson, Director, Stearns County Parks Department, stating he had no concerns with the request. No other written statements were received. Mr. Peterzell informed the Commission he is not the business owner of the dog boarding kennels and dog daycare establishment, but only the owner of the building. Mr. Peterzell noted precautions are being taken to prohibit barking dogs, dangerous dogs, limited outside activities within a fenced area between the hours of 7:30AM and 6:30 PM, and the business is open seven days a week. Mr. Peterzell also noted the building at 1201 Shamrock Lane will be renovated and remodeled for the proposed use. Ms. Garding appeared before the Commission to question how the dogs would be contained within an outside fence knowing a dog could potentially dig beneath the fence and endanger the public depending on the breed of the dog. Ms. Eggert questioned how many dogs would be permitted and what precautions are taken to prevent a dog from getting loose from the facility. Mr. Eggert noted he is opposed to the request having heard over the years barking dogs in his neighborhood. Mr. Peterzell informed the Commission there might be twenty-five (25+/-) dogs, but was unsure of the number having not discussed specific business operations with the owners. Mr. Stueve noted conditions may be added to each request on a case by case basis to eliminate any concerns from abutting property owners. Ms. Eggert questioned if the use could be done somewhere else in the City. Mr. Schneider noted the Lake Wobegon Trail abuts the proposed dog boarding kennel and dog daycare on the north, Interstate 94 to the south, vacant land to the west, and two residential homes several feet to the east. Mr. Peterzell noted he visited a dog daycare facility in St. Cloud, MN, and did not hear any barking dogs and the business was located adjacent to several other businesses. Chairman Todd Horton reminded the public and commission members the zoning amendment is not specific to the proposed location of the dog boarding kennels and dog daycare at 1201 Shamrock Lane, but the entire C-2 Commercial District. Chairman Todd Horton closed the public hearing at 6:56 PM. After due discussion, a motion was made by Joseph Wedel and seconded by Jon Stueve to recommend to the Council the request by Shamrock Lane Rentals, LLC, Albany, MN, for a zoning ordinance amendment to allow dog boarding kennels and dog daycare establishments as a conditional use in the C-2 Commercial District be approved as follows:

1. The C-2 Highway Commercial Zoning District is bounded by the Lake Wobegon Trail (MnDOT) on the north, Interstate 94 on the south, abandoned railroad ROW on the west, and Albany Golf Course on the east. The Shamrock Mobile Home Park is zoned R-4 and is bounded by the C-2 Zone on all sides.
2. Conditions can be placed on each request on a case by case basis.
3. New use will provide building renovation/improvements, increased property taxes, and employment.
4. New use provides a new business opportunity for individuals with dogs in the City and surrounding area.
5. Ordinance 71, (Animals) Section 71.06 Kennels, will be amended accordingly to allow a dog boarding kennels and dog daycare establishments.

All voted for the motion and it carried.

Pursuant to due notice, at 7:02 PM, Chairman Todd Horton called the public hearing into session on a request by Shamrock Lane Rentals, LLC, Albany, MN, for a conditional use permit to allow dog boarding kennels and dog daycare establishments at 1201 Shamrock Lane in the C-2 Commercial District. A proper notice was published in the Albany Enterprise on May 29th. Mr. Schneider noted an email was received from Ben Anderson, Director, Stearns County Parks Department, stating he had no concerns with the request. No other written statements were received. Mr. Stueve recommended a solid fence be erected to reduce the chance for a dog to bark. Ms. Dudek questioned the distance from the outside exercise area to the Lake Wobegon Trail. Mr. Horton questioned the square footage available for dogs within the building and the outside exercise area. Mr. Peternell noted the exercise area is cemented and a solid fence can be erected. Mr. Peternell also noted the building will be completely renovated and does not want the operations to jeopardize the redevelopment of property he owns east of this business. Mr. Eggert informed the Commission he is opposed to the request. Chairman Todd Horton closed the public hearing at 7:08 PM. After due discussion, a motion was made by Jon Stueve and seconded by Todd Horton to recommend to the Council the request by Shamrock Lane Rentals, LLC, Albany, MN, for a conditional use permit to allow dog boarding kennels and dog daycare establishments at 1201 Shamrock Lane in the C-2 Commercial District be approved as follows:

1. All outdoor exercise areas shall be enclosed by a fence of no less than 6' in height and shall be screened from adjoining properties by a solid fence to reduce noise.
2. No outdoor exercise area shall be located within one hundred feet (100') of an existing residential property unless the owners of the residential property consent in writing.
3. All animal waste shall be promptly removed from indoor and outdoor areas and stored in a sealed waste receptacle. The animal waste shall be removed from property weekly.
4. The operator shall ensure that all animals are properly immunized and keep adequate records of immunizations.
5. Hours of outside operation shall be limited to between 7:30 a.m. to 6:30 p.m. and shall be supervised by an employee.
6. No animals shall be offered for sale from the premises.
7. Only domestic dogs shall be allowed.
8. Bottom of fence anchored to ground to prevent dogs digging under fence.

All voted for the motion and it carried.

Mr. Schneider presented to the Commission an amendment to Ordinance 71, Animals, and recommended Section 71.06 be amended to allow dog boarding kennels and dog daycare establishments as a conditional use within the C-2 Zoning District. Mr. Schneider noted the said Ordinance currently does not allow kennels within the City limits and the proposed amendment would do so in the said District. After due discussion, a motion was made by Jon Stueve and seconded by Joseph Wedel to recommend to the Council to approve the amendment to Ordinance 71, Section 71.06, Animals, an amendment to allow dog boarding kennels and dog daycare establishments as a conditional use within the C-2 Zoning District. All voted for the motion and it carried.

Pursuant to due notice, at 7:13 PM, Chairman Todd Horton called the public hearing into session on a request by the City of Albany to amend Zoning Ordinance 80 as follows: 1) To establish maximum sign area for free standing signs in the C-1 Commercial District and eliminate the overall signage limit (80.11, Subd. 17 (g)), 2) To allow dog boarding kennels and dog daycare establishments as a conditional use in the C-2 Commercial District, 3) To eliminate "other similar uses determined by Planning Commission or City Council" from 80.16, Subd. 3 (m), 4) To eliminate "other uses that are determined by the Planning Commission and City Council to be of the same character as the permitted uses in this section" from 80.19, Subd. 2(e), 80.20, Subd. 2(d), 80.20A, Subd. 2(d), 80.23, Subd. 3(e); and 5) To revise the written notice given for public hearings on variances from 100' to 350'. A proper notice was published in the Albany Enterprise on May 29th and no written comments were received. Mr. Schneider noted the proposed amendment to Ordinance 80 removes language that is confusing and errors in the re-draft of the sign ordinance reviewed in April 2019. Mr. Schneider recommended the aforementioned amendments be approved. Chairman Todd Horton closed the public hearing at 7:18 PM. After due discussion, a motion

was made by Jon Stueve and seconded by Joseph Wedel to recommend to the Council the aforementioned amendments to Zoning Ordinance 80 be approved. All voted for the motion and it carried.

Mr. Schneider informed the Commission Stearns County is updating their Comprehensive Plan and is seeking input from cities and townships regarding urban expansion areas on or before July 19th. Mr. Schneider noted the vision for the County is the year 2040. Mr. Schneider presented to the Commission the City's current Land Use Plan map and noted these areas need to be protected from premature subdivisions until they can be developed at higher densities or served by municipal utilities/roads. Mr. Harlander noted several new community solar farms have been constructed near the City limits within the last five years and recommended the City submit comments to the County preventing the said use within one-half mile from the City. Mr. Peternell informed the Commission he is the Chairman of Albany Township Planning Commission and will discuss the City's concerns at their next meeting. Chairman Todd Horton encouraged the Commission members to forward to Mr. Schneider other concerns that may pose future problems for urban expansion to be discussed at the next meeting.

Chairman Todd Horton adjourned the meeting at 7:30 PM.

Tom Schneider
Clerk/Adm.

CITY OF ALBANY
AMENDMENT TO ORDINANCE 80 ZONING

The City Council for the City of Albany, HEREBY ORDAINS as follows:

1. That Ordinance Section 80.11, Subd. 17(b) is hereby amended to read as follows:

“b) One (1) freestanding sign with at least eight feet (8’) of clearance over any pedestrian way and fourteen feet (14’) of clearance over any vehicular use, not exceeding thirty five (35) feet in height or two (2) monument signs per street frontage not exceeding six feet (6’) in height, or a combination of such signs. Freestanding signs and/or monument signs shall not exceed one (1) square foot in sign area for each lineal foot of property frontage not to exceed one hundred (100) square feet (or total of two hundred (200) square feet for two faces). Free standing signs may project up to five feet (5’) into a public right-of-way or easement provided the owner pays for the cost of removal, and replacement if work in the public right-of-way or easement requires such removal;

2. That Ordinance Section 80.11, Subd. 17(g) is hereby deleted.

3. That Ordinance Section 80.20, Subd. 2(d) is hereby amended to read as follows:

“d) Dog daycare and dog boarding kennel facilities.”

4. That Ordinance Section 80.16, Subd. 3(m) is hereby deleted.

5. That Ordinance Section 80.19, Subd. 2(e) is hereby deleted.

6. That Ordinance Section 80.20, Subd. 2(d) is hereby deleted.

7. That Ordinance Section 80.20A, Subd. 2(d) is hereby deleted.

8. That Ordinance Section 80.23, Subd. 3(e) is hereby deleted.

9. That Ordinance Section 80.28, Subd. 1(e) is hereby amended to read as follows:

“e) The Zoning Administrator shall give written notice to all property owners of record within three hundred fifty feet (350’) of the property for which a variance is requested at least ten (10) days before the day of the hearing. A similar notice shall also be published in the official City newspaper at least

ten (10) days before the day of hearing for variance and appeal requests.
The written and published notice shall state:

1. The date, time, and place of the public hearing;
2. The purpose of the public hearing;
3. The general scope of the proposed project, application or appeal.”

This amendment shall become effective upon adoption and publication.

This Ordinance was approved by the majority of the City Council of Albany on
this _____ day of _____, 2019.

Tom Kasner, Mayor

Tom Schneider, Clerk/Administrator

(S E A L)

This amendment was published in the *Albany Enterprise* on _____, 2019.

CITY OF ALBANY
AMENDMENT TO ORDINANCE 71 ANIMALS

The City Council for the City of Albany, HEREBY ORDAINS as follows:

1. That Ordinance Section 71.06 is hereby amended to read as follows:

“Section 71.06: KENNELS. No kennels shall be permitted within the City limits except for dog daycare or dog boarding kennel facilities which are allowed by conditional use permit in the C-2 Zoning District.”

This amendment shall become effective upon adoption and publication.

This Ordinance was approved by the majority of the City Council of Albany on this ____ day of _____, 2019.

Tom Kasner, Mayor

Tom Schneider, Clerk/Administrator

(S E A L)

This amendment was published in the *Albany Enterprise* on _____, 2019.

To:	Mr. Tom Schneider and Albany City Council City of Albany	From:	Jeremy Mathiasen St. Cloud Office
File:	193801690	Date:	June 13, 2019

Reference: Engineering Update for the 6/19/19 Council Meeting

2019 Capital Improvements

C&L Excavating believes that the underground utility work will be completed by the end of the coming week. Just a couple blocks of storm sewer, water main and services remain. Street reconstruction is following up behind the pipe crew and French Lake Concrete may be coming in during the last week of June to start some of the curb and driveway work on the south end of the project.

Street Lighting Improvements

Contracts are being signed and the work is being scheduled. Street lights have been ordered for the project and will likely have a month-plus lead time. The underground work will begin in the coming weeks and the lights will be installed when they are delivered.

North Lake Stormwater Improvements

The Landscaping contractor spent time on site this week removing weeds from the ponds and Bardson completed some minor grading work to address some washouts.

North Lake Stormwater Improvements

The 2019 seal coating work is expected to begin the week of June 24th. A map of the seal coating locations has been posted on the City website and copies of the map placed at City Hall.

Feel free to contact me if you have any questions in advance of Wednesday's meeting.

See you next week - Have a great weekend!

Jeremy.mathiasen@stantec.com 320.529.4366

NOTICE
DRAINAGE AND UTILITY EASEMENT VACATION
CITY OF ALBANY, MINNESOTA

NOTICE IS HEREBY GIVEN that a public hearing will be held before the City Council of Albany, MN, at 400 Railroad Avenue, the Albany City Hall, on the 19th day of June, 2019, at 6:30 o'clock in the evening or as soon as thereafter to hear all persons present upon action taken by the City Council vacating the drainage and utility easement as dedicated in THE HIGHLANDS THREE, according to the recorded plat thereof, Stearns County, Minnesota, bounded as follows:

- On the Southeast by a line measured 10.00 feet Northwesterly of, as measured at a right angle to and parallel with the Southeasterly lines of Lots 9 and 10, Block 2, said THE HIGHLANDS THREE.
- On the Northeast by a line measured 5.00 feet Northeasterly of, as measured at a right angle to and parallel with the Southwesterly line of said Lot 9.
- On the Northwest by a line measured 5.00 feet Southeasterly of, as measured at a right angle to and parallel with the Northwesterly line of said Lots 9 and 10.
- On the Southwest by a line measured 5.00 feet Southwesterly of, as measured at a right angle to and parallel with the Northeasterly line of said Lot 10.

Dated this 5th day of June, 2019.

Tom Schneider
Clerk/Adm.

Published in the Albany Enterprise on June 5th and June 12, 2019.

THE HIGHLANDS TH

LOT AREAS (S.F. +/-)

BLOCK 1

LOT 1...9920
LOT 2...8754
LOT 3...16399
LOT 4...12544
LOT 5...11780
LOT 6...11703
LOT 7...11496
LOT 8...11681
LOT 9...10596
LOT 10...8991
LOT 11...9732

BLOCK 2

LOT 1...11884
LOT 2...9884
LOT 3...10694
LOT 4...12376
LOT 5...11926
LOT 6...11212
LOT 7...13755
LOT 8...11709
LOT 9...11220
LOT 10...11086
LOT 11...11043

BLOCK 3

LOT 1...11730
LOT 2...16856
LOT 3...24770
LOT 4...27961
LOT 5...33524
LOT 6...28847

OUTLOT A 9395
OUTLOT B 37088





COUNTY OF STEARNS

Environmental Services Department

Administration Center Rm 343 • 705 Courthouse Square • St. Cloud, MN 56303
320-656-3613 • Fax 320-656-6484 • 1-800-450-0852

DATE: JUNE 5, 2019

TO: PROPERTY OWNERS WITHIN 1/4 MILE OF AFFECTED PROPERTY
CHAIR, CLERK & SUPERVISORS FOR ALBANY TOWNSHIP
CITY OF ALBANY

FROM: STEARNS COUNTY PLANNING COMMISSION

To consider a Conditional Use Permit application submitted by **IPS Solar, Roseville, MN** on behalf of **Gordon & Carol Schwinghamer, Albany MN** according to Sections 4.8, 6.52 and 9.3.5V of Stearns County Land Use and Zoning Ordinance #439 to construct a **1MW solar garden** in the Agricultural 40 (A-40) zoning district. The property under consideration is located in part of the NE1/4NE1/4, lying south of 350th Street and east of 238th Avenue in Section 20, Albany Township (125/31). Property address is 34892 238th Ave, Albany MN.

A public hearing regarding the permit will be held by the Stearns County Planning Commission on **Monday, June 24, 2019** beginning **6:00 p.m. (Item 7)** in Room 121 of the Stearns County Service Center, 3301 County Road 138, Waite Park, MN. You may submit testimony by appearing at the above hearing or by submitting written testimony prior to the hearing date. Written testimony may be submitted to the Stearns County Environmental Services Department, Administration Center, 705 Courthouse Square Room 343, St. Cloud, MN 56303.

A copy of the Conditional Use Permit request is on file in the Environmental Services Department Office, Room 343 of the County Administration Center, and is available for review during normal business hours. The application can also be viewed approximately one week prior to the meeting at co.stearns.mn.us on Board & Committee Meetings. Action taken on this request will be available shortly after the meeting at the same website location.

Attendance at the hearing regarding the permit is not limited to those persons receiving copies of this notice. If you know of any interested property owner, who for any reason has not received a copy of this notice, it would be appreciated if you would inform them of this public hearing.

Sincerely,
STEARNS COUNTY PLANNING COMMISSION

by Heidi Winskowski
Heidi Winskowski, Environmental Services

BARRIER FREE: This meeting will be accessible to the handicapped. Attempts will be made to accommodate any other individual need for special services. Please call (320) 656-3613 early so arrangements can be made.

SEE KRAIN PAGE 34



0 0.5 1 Miles



June 7, 2019

Stearns County Comprehensive Plan Update

Dear Cities and Townships,

Stearns County is embarking on an update to their Comprehensive Plan. The Comprehensive Plan sets a path for achieving the County's vision for the future (the year 2040). This document is used by county staff and county leaders as they make future decisions regarding land use regulations and development, natural resources, parks and trails, and other community resources. The last plan was adopted in 2008. The Comprehensive Plan is typically updated every ten-years to reaffirm the County's goals and policies, while evaluating community needs and growth projections.

As part of this effort, **we need your help in reaffirming the Urban Expansion areas that were identified in the Future Land Use Plan** (see attached map). The Urban Expansion areas represent areas that are anticipated to develop over time or have been recognized in a city's comprehensive plan. The Stearns County's Comprehensive Plan protects these areas from premature subdivisions until they can be developed at higher densities or served by municipal services.

Stearns County does not anticipate making any revisions to the Urban Growth areas unless there is a desire by a City or Township to revisit these areas. In that respect, **we are hoping you can answer a few question on the back of this page by July 19, 2019**. We are also seeking any input on revisions to the Future Land Use Plan map. This map has been attached to this letter for your reference. We also encourage you to review the 2008 Comprehensive Plan's Land Use Chapter prior to filling out the questioner. This document can be accessed by visiting the project website at shapestearns.com.

If you have any questions, please feel free to contact me at (320) 656-3613 or via email at angie.berg@co.stearns.mn.us. More information about the update is available through the project website. We look forward to working with you on this update.

Sincerely,

Angie Berg
Land Use Division Supervisor
Stearns County



City and Township Questionnaire (June 2019)

1. Township or City Name: _____

2. Contact Information

Name: _____

Address: _____

Email: _____

Phone Number: _____

3. Would you like the County to revisit the Urban Growth areas identified in the attached map (please circle your response)? Yes No

4. Please provide a description and reason for this request. For example, how do you anticipate this area changing over the next twenty-years from a development perspective?

5. Do you have any other land use revisions you want to see made to the Future Land Use Plan map?

6. Do you have any other question or concerns about the County's Comprehensive Plan Update?