



**PLANNING COMMISSION MINUTES
APPROVED
TUESDAY, MAY 12, 2015**

1. CALL TO ORDER:

Chair Klecker called the meeting to order at 7:00 p.m.

2. ROLL CALL:

Present: Chair Ron Klecker, Commissioner Natalya Lindberg, Commissioner Mark Barthel, Commissioner Dale Edgren, Commission Jeremy Dominick, and Council Liaison Walter Hudson.

Staff members present: Alan Brixius and Sue Schwalbe
Others Present/Public: Laurie Summerland, Albertville Premium Outlets
Tim Niemeyer, 6550 Karston Way NE, Albertville
Peter and Becky Koshenina, 22801 Locust Court NE,
Monte Helget, 16102 Ninth Avenue East, South Haven
Pete Parks, 5166 Barthel Industrial Drive NE, Albertville
Jon Lee, 5166 Barthel Industrial Drive NE, Albertville
Rebecca Ford, 5166 Barthel Industrial Drive NE

3. APPROVAL OF AGENDA

**Edgren moved, second by Dominick to approve the agenda as submitted.
Motion carried unanimously.**

4. APPROVAL OF MINUTES

**Edgren moved, second by Dominick to approve the minutes of the April 14, 2015
Planning Commission Minutes with the following correction Correct spelling of
Jeremy Dominick's name. Motion carried unanimously.**

APPROVAL MINUTES

**5. APPROVAL OF MINUTES OF THE APRIL 14, 2015 JOINT CITY COUNCIL AND
PLANNING COMMISSION MEETING.**

**Dominick moved, second by Barthel to approve the minutes of the April 14, 2015 Joint
City Council/Planning Commission Meeting.
Motion carried unanimously.**

6. PUBLIC HEARINGS

- a. Public Hearing to consider a Request by Richard Kolles for a Building Relocation to Move a
Garage Onto Property at 5098 Lansing Avenue NE in Albertville, MN.**

Alan Brixius presented the planning report dated May 7, 2015 to the Planning Commission for their consideration.

- The garage to be relocated shall comply with the applicable provisions of the State Building Code. The applicant shall secure a building permit prior to building relocation.
- The relocated structure shall be occupied within six months of the date of City Council approval.
- The existing detached outbuilding (10 feet x 10 feet) be removed within six months of the relocation of the new garage.
- The proposed travel route (of the home to be relocated) and related timing shall be subject to approval by the City Engineer.
- The detached garage shall be painted to match the existing conditions of the house.
- The location of the accessory building shall be staked prior to May 18, 2015 City Council Meeting.
- The following landscaping-related conditions shall be satisfied:
 - a. The lot area remaining after removal of the existing outbuilding and any other impacted area shall be restored to green space through seeding and sodding prior to issuance of a certificate of building occupancy.
 - b. Disturbed front yards and side yards which abut public streets shall be seeded or sodded.
 - c. The preceding landscaping-related requirements shall be satisfied within six months of building occupancy.

Chair Klecker stated staff needs to verify the distance from the house to accessory building as he is concerned with the separation.

Chair Klecker opened the Public Hearing at 7:10 p.m.

Peter Koshenina owner of the abutting property directly south stated his concern as to the size of the building, its specific location on the site and the roof pitch. Mr. Brixius indicated that the building must meet the required setbacks and asked Mr. Kolles to stake out the building location on the site prior to city council action to allow the neighbors to see the building size and location. Mr. Kolles agreed to stake the building site.

Chair Klecker closed the Public Hearing at 7:20 p.m.

Dominick moved, second by Edgren to recommend approval of the request of by Richard Kolles for a Building Relocation to Move a Garage onto Property at 5098 Lansing Avenue NE in Albertville

and to stake the exact location of the accessory building before the City Council Meeting on May 18, 2015.

Motion carried. Commissioner Barthel abstained from voting as he is a member and employee of the Church.

b. Public Hearing to Consider a request by the Albertville Premium Outlet Mall to Amend Their B-3/PUD to Allow Temporary Storage Units and Banner Signs on the Light Poles for Property Located at 6415 LaBeaux Avenue NE In Albertville, MN.

Alan Brixius presented the planning report dated May 7, 2015 to the Planning Commission for their consideration.

POD STORAGE:

The requested storage units will be limited to the following standards:

1. Maximum six locations as illustrated on the site plan. The location of the storage units must be delineate on the site by painted pavement.
2. These will be temporary storage units, limited to two times in a calendar year for a duration not to exceed 60 days per event.
3. The size of the storage unit shall not to exceed 8 feet in Height by eight feet in depth by 16 feet in length.
4. The storage units shall be of a neutral in color and kept graffiti free.
5. Screening may be required where these units are visible from I-94 or C.R. 19. The applicant shall site the storage units and work with city staff to determine the extent of screening required. Additional screen shall be provide in 2016 if needed.
6. In addition to storage units, all compactors and waste receptacles will be painted in 2015 to match the color of Outlet Mall buildings.

BANNERS:

Mr. Brixius indicated that the Outlet Mall is requesting PUD flexibility to allow Banners to be hung from the parking lot light poles. He indicated that this flexibility may be acceptable due to the u unique character of the Outlet Mall. This site is very large, The site access is provided via a private street and the banners will be of a size and type so as to only be legible to customer inside the parking lots. The banners will be ornamental and feature only businesses within the mall.

1. Banner size: The individual banners shall not to exceed three feet by five feet.
2. The applicant is proposing to place the on ten locations in phase 1 and 2 of the Outlet Mall but is also requesting future consideration of location in phase 3 of the Outlet Mall. Staff is recommending all location on the site plan be approved and limited to the 3' x 5' sized to avoid the need for a future application.

LIGHTING:

The Outlet Mall is also changing out the parking lot lights.

1. APO will be converting to LED in our parking lots in 2015

2. New fixture head are at a 90 degree angle with a shielded bulb
3. Timeline to be determined.

Commission Barthel questioned if fire and emergency vehicles were notified. Brixius stated the Fire Chief has approved.

Laurie Summerland representing the Albertville Premium Outlet Mall agreed to raise the bottom of the banners to be 12 feet off the ground to account for recreational vehicles and semi-trucks.

Chair Klecker opened the Public Hearing at 7:30 p.m.

Chair Klecker closed the Public Hearing at 7:40: p.m.

Dominick moved, second by Barthel to recommend approval of the request by the Albertville Premium Outlet Mall to Amend Their B-3/PUD to Allow Temporary Storage Units and Banner Signs on the Light Poles for Property Located at 6415 LaBeaux Avenue NE In Albertville, MN with staff recommendations. And the bottom of the banners shall be no less than 12 feet above the parking lot pavement.

Motion carried unanimously.

c. Public Hearing to Consider a Request by Niemeyer Properties LLC to Amend the B-W/PUD to Allow the Installation of a Propane Filling Station at the Property Located at 6550 Karston Way NE in Albertville, MN.

Alan Brixius presented the planning report dated May 7, 2015 to the Planning Commission for their consideration. The applicant is requesting a PUD amendment to allow a propane filling station to be located along the east lot line adjacent to the private street. This amendment is required because the original site plan did not anticipate or plan for a propane filling station at the site. Mr. Brixius outlined the following element of the propose PUD amendment.

1. The filling station location and design requires PUD flexibility in that it will not meet the standard location and setback requirements of the B-W zoning district. The applicant is requesting this location in that it fits within the secured portion of the lot, it works with the proposed traffic flow of the site layout and the site can be screened from the adjoining streets..
2. The applicant's site plan included the installation of a screen fence around the propane tank and filling station. Landscaping shall also be installed between the screen fence and the private street curb.
3. The propane filling station installation is subject to building permit and review by the City Building Official and Fire Chief.

Commissioner Barthel questions if this design will allow for snow plowing. Brixius indicated this is not a public street at this time and it is now owned and maintained by Niemeyer.

Chair Klecker questioned the ventilation and construction of the fence. Chair Klecker questioned the need for the fence along the west side of the propane tank since landscaping is already being required. Brixius indicated the purpose of the fence is for aesthetics, landscaping and appearance. This will be a good arrangement for future tenants.

Property owner Niemeyer stated he would like screening on the north side, the south side, and for landscaping.

Chair Klecker Opened the Public Hearing at 7:50 p.m.

Chair Klecker closed the public hearing at 8:00 p.m.

Barthel moved second by Dominick to approve a Request by Niemeyer Properties LLC to Amend the B-W/PUD to Allow the Installation of a Propane Filling Station at the Property Located at 6550 Karston Way NE in Albertville with staff recommendations and the following change of conditions: The applicant may choose not to install the west screen fence, the installation of this portion of the screen fence will be left to decision of the applicant.

Motion carried unanimously.

d. Public Hearing to Consider a Request by the City of Albertville to Amend the Albertville Zoning Ordinance Pertaining to the Location and Setbacks of Retaining Walls in Residential Zoning Districts in Albertville, MN

Alan Brixius presented the planning report dated May 7, 2015 to the Planning Commission for their consideration. He explained that this proposed amendment is intended to eliminate a conflict between ordinances provisions and allow current in city practices. The proposed ordinance will bring conditions into conformance while still protecting the adjoining neighbor and the City easement interests.

Chair Klecker opened the public hearing at 8:05 p.m. No comments were received.

Chair Klecker closed the public hearing at 8:07 p.m.

Dominick moved second by Barthel to recommend approval of the ordinance amendment pertaining to the location and setback of retaining wall in the side yard.

Motion carried unanimously.

e. Public Hearing to Consider a Request by the City of Albertville to Amend the Comprehensive Plan Pertaining to the goals, Policies, Priorities and Land Use Plan of the Albertville Vision Study.

Alan Brixius presented the planning report dated May 7, 2015 to the Planning Commission for their consideration.

Hudson stated the overall direction is good and should move forward with change.

Chair Klecker opened the public hearing at 8:15 p.m.

Chair Klecker closed the public hearing at 8:20 p.m.,

Barthel moved Barthel second to approve the resolution amending the Albertville Vision plan goals, policies, priorities and future land use plan.

Motion carried unanimously.

7. OTHER BUSINESS:

- a. Consider a Request by Mold Tech Inc./Glacier for a site and building plan review for a 12,000 square foot industrial building expansion for Property located at 5166 Barthel Industrial Drive NE in Albertville, MN**

Alan Brixius presented the planning report dated May 7, 2015 to the Planning Commission for their consideration. Mr. Brixius stated that the plans generally complied with all the zoning requirements for the I district. The outlined some concerns with the site design related to parking, traffic circulation, and the loading area retaining wall. City staff recommends approval of the plan sets with the conditions outlined in the May 7, 2015 planning report which resolves the outstanding remaining issues.

Mr. Jon Lee, representing Mold Tech was present to express the company's appreciation of the city and the opportunity to expand in Albertville.

Dominick moved second by Edgren to recommend approval to the Site and building plans for Mold Tech located at 5166 Barthel Industrial Drive in Albertville with the conditions outlined in the planning report of May 7,2015

Motion carried unanimously.

8. ADJOURNMENT:

Barthel moved, second by Klecker to adjourn meeting at 8:45 p.m.

Motion carried unanimously.

Sue Schwalbe, Recording Secretary