



ALBERTVILLE PLANNING COMMISSION

Tuesday, June 9, 2015

APPROVED MINUTES

ALBERTVILLE CITY HALL

7:00 PM

1. CALL TO ORDER – ROLL CALL – ADOPT AGENDA

Chair Klecker called the meeting to order at 7:05 p.m.

Present: Chair Klecker and Commissioners Dominick and Lindberg. Commissioner Barthel arrived at 7:40 p.m.

Absent: Commissioner Edgren

Others Present: City Planner Alan Brixius and City Clerk Kimberly Olson

2. MINUTES

Klecker inquired about the timeline for Mr. Kolles to relocate his building. Brixius replied it was a six month time frame.

Brixius informed the Commission that the DeMars, who were previously seeking a Conditional Use Permit for a building relocation, have decided not to relocate the building and construct a new home.

Motioned by Klecker, seconded by Dominick, to approve the May 12, 2015 Planning Commission meeting minutes. Ayes: Klecker, Dominick, and Lindberg. Nays: None. Absent: Barthel and Edgren. MOTION DECLARED CARRIED.

Klecker reported that Building Permit Tech/Admin. Asst. Sue Schwalbe has been offered and taken a new position at a different city. He recognized her work with the Commission and wished her the best in her new endeavor.

3. PUBLIC HEARINGS

A. Consider a Request by Scannell Properties #227 LLC for Site and Building Plan Approval for an Industrial Building at Lot 1, Block 2, Barthel Industrial Park 2nd Addition and a Conditional Use Permit for a Parking Deferment

Brixius reported that Oldcastle Building Envelope (Oldcastle) had approached the City about their needs for expansion. The City has offered a City-owned parcel for the expansion and Scannell

Properties #227 would construct the building and then lease it to Oldcastle. Scannell has filed an application with the City for site and building plans to construct at 33,750 square foot industrial building on the lot. The City would sell the lot for \$1.00 and then collect Tax Increment Financing to pay back assessments and SAC/WAC charges.

Brixius reported the submitted plans are consistent with the City's long range Comprehensive Plan. Brixius reported Oldcastle plans to showcase their glass product in the building design. He stated the applicant must demonstrate 90 degree cut sheets on their lighting. He stated the applicant has requested to use landscaping rather than trash enclosures to shield the trash storage and he stated this would be a cost savings to the applicant. He stated the applicant has also requested storage of semi-trailers and he stated staff recommends striping of those trailer parking stalls.

Brixius stated that the applicant is requesting a CUP for deferred parking. The total parking required is 62 and the applicant is seeking 31 parking stalls and has indicated 31 stalls exceed the amount needed by the business. Brixius indicated that if on-street parking or additional parking in excess of the deferred amount of stalls is utilized, the applicant will be required to install the remainder of the 62 stalls.

Brixius reported the City Engineer must approve the grading and drainage plans. He stated the applicant must provide the City access to the drainage easement on the west lot line.

Brixius recommended approval of the plans. The Commission discussed additional landscaping on the western side of the property that would include additional screening of the trash location.

Council member Hudson arrived at 7:22 p.m.

Kleckler inquired if Marlowe Avenue NE, as a current dirt road, will eventually be paved. Brixius replied not at this time and reported 52nd Street NE will handle the industrial traffic.

Kleckler opened the public hearing at 7:24 p.m.

Dan Salzer was present from Scannell and stated it has been great to work with Oldcastle and City staff.

Motioned by Kleckler, seconded by Dominick, to close the public hearing. Ayes: Kleckler, Dominick, and Lindberg. Nays: None. Absent: Barthel and Edgren. MOTION DECLARED CARRIED.

Motioned by Lindberg, seconded by Kleckler, to recommend approval of the site and building plans and conditional use permit for deferred parking with the following conditions:

Site and Building Plan:

1. The site and building plan illustrate a "striped-out" area on the parking lot next to the Fire Department connection to prevent obstruction from automobile parking.

2. The applicant provides cut sheets of all exterior light fixtures to demonstrate that they meet the City's 90 degree cutoff standard.
3. The applicant must identify any building roof top equipment and provide screening to meet the City Code.
4. The site plan / landscape plan be revised to include 6 additional coniferous trees (minimum of 6 feet tall) extending along the west property line to screen the exterior trash / recycling requirement. No structural trash enclosure will be required.
5. The City reserves the right to access its drainage easement on the west side of the property without warning and at the property owner's expense. Applicant shall provide an access easement over the west paved loading area in favor of the City to access the adjoining drainage ditch, ponds, and wetlands.
6. Subject to comments and revisions required by the City Engineer.
7. The truck and trailer parking stalls shall be striped and clearly marked as truck and trailer parking. The area must also indicate that no other outdoor storage or parking is allowed.

Conditional Use. Deferred Parking:

1. If the parking associated with this site occurs on-street or in areas of the lot not designed for parking, the City may require the property owner to construct a portion or all of the proof-of-parking area as a condition of this conditional use permit approval.

Ayes: Klecker, Dominick, and Lindberg. Nays: None. Absent: Barthel and Edgren. MOTION DECLARED CARRIED.

A. Consider a Request by the City of Albertville to Amend Title 2, Chapter 2, Planning Commission, of the City Code to Establish Language for Meeting Absences

Brixius reported there has been some concern over meeting absences and the importance of having a quorum at the meetings to ensure a thorough and timely review of applications submitted. He stated that the new language in the Code would state that three unexcused absences, three consecutive absences, and four absences in a year would be grounds for removal, which may be done by a 4/5 vote of the City Council. Brixius noted that advance notice of absences should be given at least four days before a Planning Commission meeting.

Dominick felt it is a reasonable amendment to the City Code and a reasonable expectation for the Commission members.

Brixius reviewed the development schedule that identified the meeting dates of the Planning Commission for the year.

Motioned by Dominick, seconded by Lindberg, to amend Title 2, Chapter 2, Planning Commission, of the City Code to Establish Language for Meeting Absences. Ayes: Klecker,

Dominick, and Lindberg. Nays: None. Absent: Barthel and Edgren. MOTION DECLARED CARRIED.

4. OTHER BUSINESS

A. Amendments to the Central Park Master Plan

Brixius reported the Parks Committee has recommended changes to the Central Park Master Plan and he would like the Planning Commission to review them before they are brought to the City Council. He stated the following were changes to the plan:

- Entrance moved south away from railroad tracks
- Corridor for pedestrians and/or service vehicles for Friendly City Days or the Farmers Market
- Hard surface plaza area in front of proposed stage
- Service drive around the caboose and depot

Dominick inquired if parking will be maintained to the west of the park and Brixius replied it would.

Klecker stated he had concerns with a hard-surface plaza and Brixius replied the hard surface was recommended to reduce wear on the grass and would be placed in a decorative arrangement. Hudson stated the Parks Committee had concerns that traffic amounts would lead to landscape issues at the park.

Motioned by Klecker, seconded by Dominick, to recommend approval of the revised Central Park Master Plan. Ayes: Klecker, Dominick, and Lindberg. Nays: None. Absent: Barthel and Edgren. MOTION DECLARED CARRIED.

Commissioner Barthel arrived at 7:40 p.m.

B. Albertville Premium Outlet Mall Exterior Lighting Changes

Brixius reported that Lindberg had asked for the photometric of the lights the Albertville Premium Outlet Mall (Outlet Mall) would be installing on their premises. Brixius stated the lighting would be at 95degrees rather than 45 degrees and will be a major improvement to the property as the City has received complaints regarding the glare of the lighting from the Outlet Mall.

Barthel inquired if it will dim light pollution in the night sky and Brixius reported that it should and the lights are recessed in the hood.

Lindberg thanked Brixius for the information.

5. ADJOURNMENT

Motioned by Dominick, seconded by Lindberg, to adjourn the meeting at 7:47 p.m. Ayes: Klecker, Barthel, Dominick, and Lindberg. Nays: None. Absent: Edgren. MOTION DECLARED CARRIED.

Respectfully submitted,

Kimberly A. Olson, City Clerk