

**City of Columbus
Regular Planning Commission Meeting
December 16, 2015**

The December 16, 2015 regular meeting of the Planning Commission for the City of Columbus was called to order at 7:02 p.m. by Chair Garth Sternberg at the City Hall. Present were Commission members Jim Watson, Pam Wolowski, Jesse Preiner, and Jody Krebs; City Administrator Elizabeth Mursko, Planner Dean Johnson, and Recording Secretary Karen Boland.

Also in attendance were City Council members Denny Peterson and Bill Krebs; Jon Wycislak, Eric Thomsen, and Pat Preiner.

AGENDA APPROVAL

Motion by Krebs to approve the Agenda as presented. Second by Watson. Motion carried.

APPROVAL – ORDINANCE 15-XX; FEE ORDINANCE AMENDMENT PUBLIC HEARING MINUTES OF DECEMBER 2, 2015

Motion by Preiner to approve the minutes from the Fee Ordinance Amendment Public Hearing held on December 2, 2015. Second by Wolowski. Motion carried.

APPROVAL – CHAPTER 8 SECTION 8-100, LOT LINE ADJUSTMENT – ZONING CODE AMENDMENT PUBLIC HEARING MINUTES OF DECEMBER 2, 2015

Motion by Wolowski to approve the minutes from the Chapter 8 Section 8-100, Lot Line Adjustment – Zoning Code Amendment Public Hearing held on December 2, 2015. Second by Preiner. Motion carried.

APPROVAL - REGULAR PC MEETING MINUTES OF DECEMBER 2, 2015

Motion by Watson to approve the minutes of the December 2, 2015 regular Planning Commission meeting as written. Second by Krebs. Motion carried.

PUBLIC HEARING – 13621 LAKE DRIVE NE CUP AMENDMENT APPLICATION – (ADOLFSON & PETERSON) (PC-15-116)

At this time a public hearing was held to receive testimony regarding a CUP amendment application request for 13621 Lake Drive, Columbus, MN for a construction contractor business (Adolfson & Peterson) to allow one additional storage building to their site. The applicant and property owner is 5A Partnership I. Separate minutes are prepared.

13621 LAKE DRIVE NE (ADOLFSON & PETERSON) CUP AMENDMENT APPLICATION DISCUSSION

Motion by Watson to forward to the City Council the CUP amendment application for a construction contractor business (Adolfson & Peterson) to allow one additional storage building to their site at 13621 Lake Drive NE, with a recommendation for approval based on the findings of fact and permit conditions from the Planner's memo dated December 11, 2015. Second by Sternberg. Motion carried.

This matter will go before the City Council at their next meeting, which will be held January 13, 2016 at 7 p.m.

Mursko added a request to the applicant that the sign on Lake Drive be changed to drop the word ‘Township’, and identify the city as Columbus, MN. Mr. Thomson said that change can be made.

Findings of Fact

1. The City received an application for a CUP amendment from 5A Partnership I on October 28, 2015 to construct a new 60 feet by 180 feet open sided storage building within the current open storage yard for Adolfson & Peterson Construction (“A&P”), located at 13621 Lake Drive NE (“Property”).
2. The 60-day review deadline is December 27, 2015. The extended 120-day review deadline is February 25, 2016.
3. The City approved a CUP for A&P on April 25, 2007.
4. The City approved a variance for A&P to exceed the maximum 50% site coverage on April 25, 2007. [The Zoning Ordinance has since been modified to allow exceedance of the 50% lot coverage standard on a case by case review by the City Engineer.]
5. The Property is zoned C/I Commercial/Industrial, which allows contractor businesses by conditional use permit.
6. The Property is approximately 7.96 acres.
7. The Property includes two buildings. The north building is 17,280 square feet and is approximately 80% leased to other tenants. The south building is approximately 17,880 square feet with approximately 2700 square feet used for A&P office and approximately 15,180 square feet used for A&P warehousing.
8. Employee and visitor parking spaces on the Property are located adjacent to the westerly ends of the existing buildings.
9. The balance of the Property is used for SSTS area, landscaping, outside storage of construction equipment and materials, and stormwater ponding.
10. The storage yard is enclosed with security fencing. Westerly and southerly portions of the security fencing include “privacy slats” for screening.
11. Outside storage includes construction forms, construction materials, equipment, office trailers, semi-trailers, and lunch trailers.
12. A&P disassembles/assembles and cleans materials and equipment stored on the Property, but does not use washing agents or chemicals.
13. A&P also stores pallets of materials, such as brick and block, left over from construction projects to be used for future repairs or additions.
14. The maximum height of outside equipment and material storage is 16 feet.
15. Inside storage may include tools, small equipment, concrete sealers and thinners in sealed containers, and other construction materials.
16. No major repair of vehicles is conducted on the Property.
17. An above-ground fuel tank (500 gallon maximum) is located on the Property.
18. Typically there are one or two A&P employees on the property. Additional employees are temporarily on site for several days when staging major equipment and material moves. Four to five truck loads per day may be associated with peak material and equipment staging.
19. Typical hours of operation are 6:00 a.m. to 5:00 p.m., Monday through Friday. There are

seldom any evening or weekend activities.

20. The current proposed 10,800 square foot storage building is open on the north and south sides with 20 feet side wall openings for covered storage of materials. The height of the building at the roof peak is approximately 32 feet. The east and west gable ends of the buildings are closed walls and include an 8-foot-tall masonry wainscot and three-toned painted metal panels and trim for aesthetic treatment. The proposed storage building is complementary in appearance with the existing buildings.
21. The proposed building addition does not increase the lot coverage of the Property, as the storage yard on which it is proposed is currently compacted impervious gravel and recycled pavement.
22. The Planning Commission conducted a public hearing on December 16, 2015 to consider the proposed A&P CUP amendment.

Conditions

On the basis of the above Findings of Fact, the Planning Commission recommends amending the CUP issued to A&P, subject to the following minimum conditions for use of the Property:

1. Lot coverage of the Property may not be increased without a CUP amendment.
2. Outdoor storage includes the parking of construction-related trailers, construction forms, construction materials, and construction equipment.
3. The height of any materials stored outside shall not exceed 16 feet.
4. Use of northerly building includes approximately 80% leased tenant space, users of which must be allowed in the C/I District.
5. Use of the southerly building includes A&P warehousing and office space.
6. The addition of the 10,800 square foot open storage building is approved, consistent with the building elevations plan, dated December 6, 2015, and contingent upon building permit approval.
7. The storage of hazardous materials is limited to approved containers of fuel, concrete sealer, and concrete thinner, none exceeding 500 gallon capacity.
8. The cleaning of materials and equipment shall be done without washing agents or chemicals.
9. There shall be no other chemicals, odors, gases, hazardous wastes, or fumes generated on the Property, except those customarily associated with equipment and vehicle usage.
10. Use of the Property by A&P and its tenants shall be in compliance with all federal, state, and local laws, rules, standards, and ordinances.
11. No repair of A&P vehicles or equipment is allowed on the Property other than emergency repairs, such as flat tires, broken belts and hoses.
12. Existing parking spaces must be surfaced, striped, and maintained according to City standards, including two marked handicapped accessible spaces.
13. The existing stormwater pond shall be cleaned and maintained as needed to remain functional.
14. Relevant conditions in the original Waldoch CUP on the Property related to tenant usage of the northerly building remain in effect.
15. No other structures, uses, or intensifications of uses on the Property are allowed without amending the CUP.
16. The CUP may be revoked, after proper notice and a public hearing, upon a finding by the

City Council that the use of the Property is not in compliance with the conditions approved for the CUP, as amended.

17. A&P shall be responsible to reimburse the City for its out of pocket expenses incurred in the review and approval of the CUP amendment, including any subsequent inspection and enforcement actions.

PUBLIC HEARING – CHAPTER 7A-800, PROPERTY ACCESS – ZONING CODE AMENDMENT (PC-15-117)

At this time a public hearing was held to receive testimony regarding amending the Columbus City Code, Chapter 7A-Section 7A-800, Property Access. Separate minutes are prepared.

CHAPTER 7A-800, PROPERTY ACCESS – ZONING CODE AMENDMENT DISCUSSION

PC members discussed the minimum driveway provisions, concerns about ending up with multiple homes on essentially dirt roads, and maintenance concerns if parties vacate a maintenance agreement. It was clarified that the amendments proposed will just commit to writing what is already being done as City policy. It will just give it real authority, which also then aids parties that did not create the problem by giving them the possibility of requesting a variance. Planner Johnson emphasized that a party that creates the problem, in order to subdivide, is totally different. He said the law is clear that the decision to grant a variance should not be based solely on financial hardship.

Motion by Preiner to forward to the City Council amendments to Chapter 7A, Section 7A-800, Property Access in the Columbus City Code, with a recommendation for approval. Second by Watson. Motion carried.

This matter will go before the City Council at their next meeting, which will be held January 16, 2016 at 7 p.m.

PUBLIC OPEN FORUM

Council member Bill Krebs thanked the Planning Commission members and Administrator Mursko for all of their hard work.

CITY ADMINISTRATOR'S REPORT

Mursko reported that the CC's next meeting will be January 13, 2016. PC members have a meeting on January 6th, which will include two public hearings. One of the hearings is for a variance application for a septic system. Mursko encouraged PC members to contact the Building Officer and arrange a visit to the site prior to the hearing. Any visits should be made with no more than two PC members at a time. The second public hearing on January 6th will be an ordinance hearing regarding low floor elevation.

Mursko gave out copies of an Anoka County press release on the bridge project. She also said the project received some coverage from the Star Tribune and Fox 9 news.

PLANNING COMMISSION MEMBERS' REPORT

WATSON COMMENT:

Watson asked if the PC is scheduled to meet on January 20th. Mursko said yes, but, as of now, there are no applications. Watson said he will not be able to attend that meeting. Neither will Commissioner Krebs.

WOLOWSKI COMMENT:

Wolowski thanked everyone for a great year.

STERNBERG COMMENT:

Sternberg echoed Wolowski's comment.

ATTENDANCE - NEXT CC MEETING

Preiner is scheduled to attend the City Council meeting on January 13, 2015.

Motion by Krebs to adjourn. Second by Preiner. Motion carried.
Meeting adjourned at 8:25 p.m.

Respectfully Submitted:

Karen Boland, Recording Secretary