

**City of Columbus  
Regular Planning Commission Meeting  
September 6, 2017**

The September 6, 2017 regular meeting of the Planning Commission for the City of Columbus was called to order at 7:00 p.m. by Chair Garth Sternberg at the City Hall. Present were Commission members: James Watson, Pam Wolowski, Jesse Preiner, and Jody Krebs; City Administrator Elizabeth Mursko, and Recording Secretary Karen Boland.

Also in attendance were Andrew Halverson of Northern Technologies, Inc., John Young, Pat Preiner, and Mary Preiner.

**AGENDA APPROVAL**

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

**APPROVAL – 6550 145<sup>TH</sup> AVENUE VARIANCE REQUEST CONTINUED PUBLIC HEARING MINUTES OF AUGUST 16, 2017**

*Motion* by Wolowski to approve the minutes from the 6550 145<sup>th</sup> Avenue variance request continued Public Hearing held on August 16, 2017 as written. Second by Krebs. Motion carried.

**APPROVAL – REGULAR PC MEETING MINUTES OF AUGUST 16, 2017**

*Motion* by Watson to approve the minutes of the August 16, 2017 regular Planning Commission meeting as written. Second by Wolowski. Motion carried.

**PUBLIC HEARING – 13733 LAKE DRIVE CUP REQUEST (PC-17-121)**

At this time a public hearing was held to consider a request for a conditional use permit allowing a light industrial manufacturing and processing use (Northern Technologies, Inc.) in an existing building. Separate minutes are prepared.

**13733 LAKE DRIVE CUP REQUEST DISCUSSION**

*Motion* by Krebs to forward to the City Council the application for a CUP to allow a light industrial manufacturing and processing use on the property at 13733 Lake Drive with a recommendation for approval based on the findings of fact and recommendations for approval from the Planner’s memo dated August 29, 2017, with revisions to finding of facts #6 and #10, and recommendations #6 and #13, as noted below. Second by Watson. Motion carried.

**Findings**

- 1) The City received an application for a CUP from Northern Technologies International Corp. (“NTIC”) on August 4, 2017 and supplemented on August 16, 2017. The application was found complete.
- 2) The 60-day review deadline is October 15, 2017. The 120-day review deadline, if extended, is December 14, 2017.
- 3) NTIC is proposing to lease an existing 5280 square feet building on a 2.07-acre parcel, owned by DLW Properties LLC, located at 13733 Lake Drive NE (Anoka County PID 33-32-22-24-0004), legally described as part of the Southwest Quarter of the Northwest Quarter of Section 33, Township 32, Range 22 (“Property”).

- 4) The Property is zoned C/I Commercial/Industrial.
- 5) NTIC is a corrosion management manufacturing and servicing business with four employees.
- 6) ~~There are no h~~azardous materials **will be** used in the manufacturing process.
- 7) The existing building contains approximately 672 square feet of office space, approximately 1736 square feet of manufacturing space, and approximately 3442 square feet of warehouse space.
- 8) Parking required for the use of the building is 10 spaces.
- 9) There is an existing paved driveway and six paved parking stalls on the Property. There are at least four additional gravel parking spaces adjacent to the building.
- 10) There ~~is no~~ **will be** outside storage associated with NTIC's use of the Property.
- 11) There is an average of 3-6 truck delivery/transport trips per day associated with NTIC's use of the Property.
- 12) Waldoch Crafts has historically used the Property for seasonal overflow parking of recreational vehicles, vans and trucks and proposes to continue the practice.
- 13) There is an existing access drive in the southeast corner of the Property, which is occasionally used by Waldoch Crafts and Bergen's for large truck/transport deliveries to adjacent properties.
- 14) No other changes to the Property or building are proposed at this time.
- 15) The Planning Commission held a public hearing to consider the CUP for NTIC on September 6, 2017.

### **Recommendations**

Based upon the above Findings of Fact, the Planning Commission recommends to the City Council approval of the Northern Technologies International Corp. ("NTIC") CUP, with the following conditions:

- 1) NTIC is authorized to operate a corrosion management manufacturing and servicing business on the Property, consistent with its CUP applications received on August 4 and August 16, 2017.
- 2) The CUP is subject to any recommendations of the City Engineer.
- 3) Any building improvements are subject to review by the Building Official.
- 4) The CUP is subject to any requirements of the Rice Creek Watershed District.
- 5) Access to Lake Drive NE is subject to requirements of Anoka County.
- 6) NTIC has ~~no~~ outside storage use of the Property, **limited to one container to be located behind the building and/or with proper screening so it is not visible from County Road 23/Lake Drive.**
- 7) Historical outside storage use of the Property by Waldoch Crafts for seasonal parking of recreational vehicles, vans and trucks is allowed.
- 8) Occasional truck deliveries through the Property to Waldoch Crafts and Bergen's are allowed.
- 9) Additional businesses, expansion or intensification of the use of the Property from what has been presented to date, shall require an amendment to the Conditional Use Permit.
- 10) All exterior lighting shall be downcast, shrouded and directed away from adjacent properties and public streets.

- 11) All refuse must be stored in a building, trash transport (dumpster), or in covered cans. Any outdoor refuse storage area shall be enclosed on all sides visible from adjacent property by screening, compatible with the exterior of the building, not less than two (2) feet higher than the refuse container.
- 12) Typical hours of operation for NTIC are 7:00 a.m. to 5:30 p.m. Monday through Friday, with periodic use allowed on weekends and evenings.
- 13) ~~No **h**~~ Hazardous materials or hazardous wastes **used in the manufacturing process** are allowed on the Property., **and will be disposed of as required by local, state and federal rules and regulations.**
- 14) The operation of the corrosion management manufacturing and servicing business must be consistent with all local, Federal, and State laws that apply to the use of the Property.
- 15) In the event the City Council determines, in its sole discretion, that the use of the Property is not being operated in accordance with any term or condition contained herein, the CUP may be revoked by the City upon proper notice and a hearing. The City shall notify regulatory authorities that may have issued licenses or permits in connection with the CUP of any such revocation.
- 16) NTIC shall be obligated to pay all costs and expenses incurred by the City in connection with any proceeding to revoke the CUP, including reasonable attorneys' fees and consultant fees.
- 17) The City Council has reduced the minimum number of required paved parking spaces, based upon the proposed use of the Property and evidence that sufficient areas exist to construct additional parking. At any time the City Council determines additional improved parking is necessary, and upon one-year written notice, NTIC shall construct additional parking consistent with minimum ordinance requirements and design standards.
- 18) The CUP does not eliminate the requirement for obtaining any other permits and approvals as may be required by City, watershed, county, or state laws, rules, ordinances, and policies, including but not limited to grading permits, building permits, plumbing permits, electrical permits, stormwater permits, sign permits, water appropriation permits, and sewage treatment system permits.
- 19) NTIC shall be responsible to reimburse the City for its out of pocket expenses incurred in the review and approval of the CUP, including any subsequent inspection and enforcement actions.

This matter will go before the City Council at their meeting on September 13, 2017.

#### **PUBLIC OPEN FORUM**

There was no topic raised for discussion for Open Forum.

#### **CITY ADMINISTRATOR'S REPORT**

Mursko had nothing to report.

#### **PLANNING COMMISSION MEMBERS' REPORT**

Nothing to report.

#### **ATTENDANCE - NEXT CC MEETING**

Preiner will attend the City Council meeting on September 13, 2017.

*Motion* by Krebs to adjourn. Second by Watson. Motion carried.  
Meeting adjourned at 7:20 p.m.

Respectfully Submitted:

Karen Boland, Recording Secretary