

**MINUTES**  
**HUTCHINSON AREA JOINT PLANNING BOARD**  
**January 16, 2002**  
**Hutchinson City Council Chambers**

**Members Present:** Larry Karg, John Christensen, Leroy Schmandt, Bill Arndt, Grant Knutson and Carl Runke

**Also Present:** Dick Schieffer, City Attorney, Julie Wischnack, AICP, City Director of Planning , Building and Zoning, and Mark Telecky, McLeod County Assistant Zoning Administrator

**Members Absent:** None

1. **CALL TO ORDER 5:30 p.m.**

Mr. Arndt called the meeting to order at 5: 30 p.m.

2. **CONSIDERATION OF MINUTES**

Mr. Knutson moved to approve the minutes of December 19, 2001. Mr. Runke seconded the motion. The motion carried Ayes 6 Nays 0.

3. **NEW BUSINESS**

Mr. Arndt called for nominations for officers, first being vice chair. Mr. Christensen moved to nominate Mr. Knutson. Nominations were called for two more times. Mr. Karg seconded. Motion carried Ayes 6 Nays 0. Mr. Knutson called for nominations for chair. Mr. Runke nominated Mr. Arndt. Nominations were called for two more times. Mr. Karg seconded the motion. Motion carried Ayes 6 Nays 0.

Mr. Telecky presented the information pertaining to the sketch plan application requested by Scott Anderson. The application was to split a property into two pieces on Raven Avenue. Mr. Arndt asked where the access was going to be located. Mr. Telecky stated that the access would be from Raven Avenue. Mr. Christensen asked where the Powell's property was located. Mr. Anderson, the applicant, stated that his property is west of Raven Avenue. Mr. Karg asked if Raven Avenue is constructed. Mr. Telecky stated it was a gravel road. Mr. Christensen stated that if it a township road, it is a dead end. Mr. Christensen asked if he needed another access. Discussion continued about the road. Mr. Christensen moved to approve the sketch plan as presented. Mr. Runke seconded. Motion carried Ayes 6 Nays 0.

3. **OLD BUSINESS**

a.) **CONSIDERATION OF REQUEST BY M AND P PARTNERS FOR REZONING AND PRELIMINARY PLAT APPROVAL.**

Ms. Wischnack presented the updated information pertaining to the subdivision. Ms. Wischnack explained that the applicant was not able to obtain the drainage easement from the neighboring property owner, as the Joint Planning Board requested last month. Ms. Wischnack stated Mr. Palmby and his attorney called to state that they would not be able to attend the meeting. Mr.Karg made a motion to deny the preliminary plat and rezoning request. Mr. Runke seconded the motion. Mr. Arndt opened the floor for discussion. Mr. Knutson asked the board to identify reasons for denial with the motion. City Attorney Schieffer provided the board information as to why reasons for denial are necessary. Mr. Karg explained that Acoma Township is not against the subdivision, but is very concerned about the drainage. Roger Berggren, County Environmentalist,

stated that if this application was denied and the applicant reapplied, the new feedlot setbacks of ½ mile would be required. Mr. Telecky explained that at the last meeting, the Board made a motion to look into changing the ½ mile setback for a 4 lot subdivision. Mr. Telecky also stated that if a variance would be necessary, the Board would be able to act and forward a recommendation. Mr. Karg reiterated his concern for the drainage. Mr. Knutson asked if that was a sound legal reason for denial. Atty. Schieffer responded that drainage issues are a good reason for denial.

Mr. Arndt called the motion for a vote. The motion was amended to include drainage as the reason for denial. Motion carried. Ayes 5 Nays 1 (Knutson). Mr. Telecky stated the recommendation would be forwarded to County Board meeting on January 22, 2002.

4. **COMMUNICATIONS FROM STAFF**

Ms. Wischnack reminded the Board that there would be an open house for the Comprehensive Plan before their next meeting.

5. **ADJOURNMENT**

Being no further business for consideration. Mr. Knutson made a motion to adjourn the meeting. Mr. Schmandt seconded. Motion carried. Ayes 6 Nays 0. The meeting adjourned at 6:10 p.m.

**MINUTES**  
**HUTCHINSON AREA JOINT PLANNING BOARD**  
**Wednesday, February 20, 2002**  
**Hutchinson City Council Chambers**

1. **CALL TO ORDER 5:30 P.M**

The meeting was called to order by Chairman Bill Arndt at 5:30 p.m. with the following members present: Carl Runke, Jon Christensen, Larry Karg, LeRoy Schmandt, Grant Knutson and Chairman Arndt. Also Present: Larry Gasow, McLeod County Zoning Administrator, Marc Telecky, McLeod County Assistant Zoning Administrator, Julie Wischnack, AICP, City of Hutchinson Director of Planning/Building/Zoning, Marc Sebor, City Attorney and Bonnie Baumetz, Planning Coordinator

2. **APPROVAL OF MINUTES**

a.) Consideration of January 16, 2002

Mr. Christensen made a motion to approve the minutes of January 16, 2002. Seconded by Mr. Karg, the motion carried unanimously.

3. **PUBLIC HEARINGS**

a.) Comprehensive Plan

Chairman Arndt opened the hearing at 5:35 p.m.

Jay Blake, Senior Planner, Dahlgren, Shardlow & Uban, stated the plan was introduced by Ms. Wischnack who facilitated the meetings with a community task force. Mr. Blake stated Joint Planning Board input is important to future development of Hutchinson. The Alternative Urban Area Review (AUAR) process will begin in connection with the Comprehensive Plan. The first meeting was held approximately 300 days ago in the Middle School. The City has a staged growth plan for infrastructure (sewer). The staged growth plan will aid in decisions of development. Mr. Blake stated, at the two open houses citizens were mostly concerned with what would happen to their property.

Ms. Wischnack stated she would be providing more data to each township for their annual meetings. Mr. Knutson complimented all who worked on the plan. He stated it may even be conservative. Ms. Wischnack stated updates are done periodically and more comprehensively done every 10 years.

Chairman Arndt stated the city Planing Commission approved the Comprehensive Plan at their meeting. Mr. Knutson moved to approve, Mr. Runke seconded the motion provided it was presented at the annual meetings. The motion carried with 5 ayes and Mr. Christensen opposed.

a.) Consideration of **Variance** requested by Mark Wiggern to construct detached garage in front yard and reduce front yard setback

Chairman Arndt opened the hearing at 5:45 p.m. with the reading of publication #6681 as published in The Hutchinson Leader on Thursday, February 7, 2002.

Mr. Telecky commented on the proposal and explained the need for a variance. He

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commented on the zoning history of the property. Discussion followed regarding the road whether it is county or township.

Mark Wiggern commented on the request stating his hardship is due to the landscape. Mr. Runke stated the township has no problem with the request.

Mr. Knutson moved to close the hearing, seconded by Mr. Runke. The hearing closed at 5:54 p.m.

Mr. Knutson made a motion to approve with staff recommendations, seconded by Mr. Runke the motion carried unanimously. The request will go to the county board of Adjustment on February 28, 2002 at 10:00 a.m.

- b.) Consideration of **Preliminary Plat** submitted by Gus Wurdell, owner, to be known as Wurdell Addition located in Section 29, Hutchinson Twp

Chairman Arndt opened the hearing at 5:55 p.m. with the reading of publication #6682 as published in The Hutchinson Leader on Thursday, February 7, 2002.

Mr. Telecky commented on the proposal and stated staff recommends approval. The recommendation is based on McLeod county platting regulations. Discussion followed on the two driveways presently in place for access to each lot.

Mr. Christensen moved to close the hearing, seconded by Mr. Schmandt. The hearing closed at 6:00 p.m.

Mr. Christensen moved to approve the plat with staff recommendations. Mr. Karg seconded the motion, which carried unanimously. Mr. Telecky stated the County Board will meet on March 5<sup>th</sup>, 2002, at 10:00 a.m. The item will be placed on the regular agenda.

4. **NEW BUSINESS**

- a.) Consideration of **Updated Preliminary Plat and Final plat** of Woodview Acres 4<sup>th</sup> Addition submitted by Jason Palmby

Ms. Wischnack commented on the request and reminded the board of the issues and resolution of the issues in the preliminary plat. She stated a petition by neighboring property owners for an EAW was denied by the County Board. She commented on the staff recommendations. Mr. Karg questioned the drainage of the lots. Ms. Wischnack commented on the easement signed by Mr. Prieve. Ms. Wischnack stated the applicant is required to relocate the drainage tile and maintain it. Mr. Christensen questioned why the County Board denied the petition for the EAW. Mr. Knutson stated the reason for denial was based on the five criteria which were not met in the petition.

Jim Bobier, 20926 Skyview Ave., commented on his lot and drainage of the lot. Ms. Wischnack stated this development may not change Mr. Bobier's drainage. She stated developments must maintain drainage on the development. Jason Palmby, developer, stated new drainage plans have been submitted. Mr. Bobier voiced concerns with drainage to the east and north and asked if calculations addressed this drainage. Ms. Wischnack stated the calculations would include this drainage and the developer must

account for drainage onto the property. She stated calculations must include all drainage flowing onto the property. The current cubic feet per second is considered. Ms. Wischnack will confirm the numbers are correct. Mr. Palmby stated the drainage is sized for a 100 yr. storm event. Mr. Bobier asked who is responsible for maintenance and repair. Discussion followed regarding the homeowners documents which will state the lots will have to maintain the drain tile and storm water pond. Mr. Bobier asked Mr. Christensen about his experience with drainage from neighbors. Mr. Christensen stated a property owner can not divert water to another property owner. Ms. Wischnack informed the public if drainage concerns come up, the affected property owners must tell the city or county as soon as they notice something different. Mr. Bobier voiced concerns with septic in the area. Ms. Wischnack stated there is a testing process that may be done.

Dean Sebacky, 20957 Skyview Ave., questioned the fact the final plat is placed on the agenda at this meeting. Mr. Knutson stated this body rejected the preliminary plat until a drainage easement was provided. The easement was provided to the County Board and the Board approved the preliminary plat. Mr. Sebacky commented on the petition for an EAW. Atty. Seboria stated the petitioners will be notified in 5 working days and have 30 days to appeal to district court. Mr. Knutson again stated the five items were reviewed by the County Board and action was taken.

Mr. Karg commented on the drainage swale. He stated the plan should decrease the run off. Mr. Palmby stated the situation will improve. Mr. Karg stated it looks like a good plan. Discussion followed on type of pipes laid to drain the area.

Mr. Karg moved to approve with staff recommendations, seconded by Mr. Schmandt, the motion carried unanimously. Mr. Gasow stated the item will be placed on the County Board agenda for March 5, 2002, at 10:00 a.m.

5. **OLD BUSINESS**

6. **COMMUNICATION FROM STAFF**

a.) Registration for Land Use Planning Workshop

Ms. Wischnack commented on the workshops to be held in March and Bonnie Baumetz will register all commissioners who are interested in attending.

b) Mr. Gasow and Mr. Telecky explained the EAW process and outlined the five points. It is reviewed by County Environmentalist Roger Berggren. Petitioners must prove the environmental problems.

7. **ADJOURNMENT**

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There being no further business, Mr. Schmandt moved to adjourn the meeting, seconded by Mr. Runke, the meeting adjourned at 6:40 p.m.

**MINUTES**  
**HUTCHINSON AREA JOINT PLANNING BOARD**  
**Wednesday, March 20, 2002**  
**Hutchinson City Council Chambers**

1. **CALL TO ORDER 5:30 P.M**

The meeting was called to order by Chairman Bill Arndt at 5:30 p.m. with the following members present: Jon Christensen, Larry Karg, LeRoy Schmandt, Grant Knutson and Chairman Arndt. Absent: Carl Runke Also Present: Larry Gasow, McLeod County Zoning Administrator, Marc Telecky, McLeod County Assistant Zoning Administrator, Julie Wischnack, AICP, City of Hutchinson Director of Planning/Building/Zoning, Marc Sebor, City Attorney and Bonnie Baumetz, Planning Coordinator

2. **APPROVAL OF MINUTES**

a.) Consideration of February 20, 2002

Mr. Karg made a motion to approve the minutes of February 20, 2002. Seconded by Mr. Schmandt the motion carried unanimously.

3. **PUBLIC HEARINGS**

a.) Consideration of **Variance** requested by Dan Budach to reduce setback from dwelling to place septic lift station – **Table until April meeting due to pending information from McLeod County regarding the Jefferson St. costs.**

This item was tabled until the April meeting.

b.) Consideration of **Preliminary Plat** submitted by Harvey Sustacek, owner, to be known as Sustacek Addition located in Section 29, Hutchinson Twp

Chairman Arndt opened the hearing at 5:31 p.m. with the reading of publication #6687 as published in The Hutchinson Leader on Thursday, March 7, 2002.

Mr. Gasow commented on the request noting the plan represents a shared driveway as required by the County Highway Dept. Mr. Sustacek, property owner, stated he is working with the Hwy Dept. on the placement of the driveway and removal of the approach.

Mr. Gasow noted the staff recommendations requiring removal or relocation of the accessory structure and resolving the shared access issues with an agreement.

Mr. Knutson moved to close the hearing, seconded by Mr. Karg the hearing closed at 5:36 p.m.

c.) Consideration of **Conditional Use Permit for mining** requested by Craig Reiner for mining of gravel in Section 35, Acoma Twp.

Chairman Arndt opened the hearing at 5:38 p.m. with the reading of publication #6689 as published in The Hutchinson Leader on Thursday, March 7, 2002.

Ms. Wischnack commented on the request noting the wetland area. She explained existing and proposed elevations and commented on the items that were changed from

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the recommendation in the previous staff report. She stated the DNR will approve of a 50' setback to the first point of grade change instead of 75'. She also stated the restoration methods reflecting an 8:1 finished slope and the wetland side with the remaining to be 3:1 or 5:1 depending on ultimate use.

Mr. Craig Reiner, applicant, stated there would be 20,000 yards removed by the end of the year to close the pit.

Ms. Wischnack stated access on to Hwy 7 during heavy hauling must be addressed. Mr. Reiner defined the seal coating method to be used. He stated the seal coating would begin at Hwy 7 and run North to the gravel pit. He also commented on the process he used to grade the road.

Mr. Skip Quade, property owner, explained the present pond placement and the wildlife habitat. He stated plans do not include two ponds on the site. He would like continuity between the wetland and the gravel pit.

Mr. Reiner commented on the possibility of amending the permit if the wetland changes.

Mr. Quade stated he has no intention of development in that area.

Mr. Karg inquired who the neighboring property owner should call if problems would arise. Mr. Reiner stated they should call his office.

Mr. Steve Sterner, 19194 Ulm Ave., commented on the condition of the road during the hauling season. He stated the road is bumpy, dusty and the trucks travel very fast. Mr. Reiner stated he does discuss speed with his drivers and will talk to them again. He commented on the dust and the grading.

Mr. Rodney Mead, 20995 – 192<sup>nd</sup> St., commented on speed of trucks and the possibility of setting a speed limit to reduce dust and hazard for pedestrians or children.

Mr. Reiner stated the Prieve pit located North of this pit would close in June. Mr. Quade stated the proposed pit would open in May and close by the end of summer.

Mr. Karg commented on the possibility of having the road tarred and cost to the property owners. He stated the township will be having the intersections from the highway paved 100'.

Mrs. Sterner stated she has made calls to Reiner's office and they have not returned the calls. Ms. Wischnack stated the neighboring property owners should call the city or county zoning offices in the event Mr. Reiner does not return his calls.

Mr. Meade asked if they could treat the road more often and put up speed limit signs. Discussion followed on the possibility of a 3<sup>rd</sup> application. Mr. Reiner will check into that possibility.

Discussion followed on the recommendation of a \$10,000 performance bond to the county. Mr. Knutson inquired about \$5,000 to the county and \$5,000 to the township as more favorable.

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Mr. Knutson moved to close the hearing, seconded by Mr. Schmandt the hearing closed at 6:25 p.m. Mr. Schmandt made a motion to approve the request with at \$5,000 bond to Acoma Twp. and \$5,000 bond to McLeod County. The motion was seconded by Mr. Christensen. Mr. Knutson asked why the bond would be for 3 years if the pit were closed in one year. Ms. Wischnack stated the bonds could be released when the pit was closed and restored. The motion carried with 4 ayes and Chairman Arndt abstaining.

Mr. Gasow stated the revised site plan is to be acted on by the County Board on April 2<sup>nd</sup>.

- d.) Consideration of **Preliminary Plat** submitted by Alvin Cotter, owner, to be know as Cotter Addition located in Section 15, Lynn Twp.

Chairman Arndt opened the hearing at 6:25 p.m. with the reading of publication #6690 as published in The Hutchinson Leader on Thursday, March 7, 2002.

Mr. Telecky commented on the request and explained the location of the plat. He commented on the staff report and the proposal for a driveway off York Rd.

Mr. Cotter, property owner, stated the entrance to lots 1,2,and 3 would be from York Rd. He will work with staff to address access before presenting the final plat.

Mr. Jon Radtke, 21554 York Rd., inquired about the environmental impact of the plat. Ms. Wischnack commented on the City of Hutchinson staging plan for water and sewer. She stated this area would not have ability to service for at least 20 years.

Discussion followed on the ring road and development in the rural areas.

Mr. Karg moved to close the hearing, seconded by Mr. Schmandt the hearing closed at 6:50 p.m. Mr. Knutson made a motion to approve the preliminary plat with staff recommendations, seconded by Mr. Karg the motion carried unanimously. Mr. Gasow stated the request will go to County Board on April 2<sup>nd</sup>.

- e.) Consideration of **Conditional Use Permit** requested by Robert Powell to permit the sale of used automobiles on property located on Hwy 7 W, Acoma Twp.

Chairman Arndt opened the hearing at 6:50 p.m. with the reading of publication #6691 as published in The Hutchinson Leader on Thursday, March 7, 2002.

Ms. Baumetz commented on the request stating the application is for 6 used vehicles displayed on the property. The property is presently a landscaping business and Mr. Powell would be using office space and the display area. His hours of operation would be by appointment only.

Mr. Telecky commented on lighting issues and parking signage for the customers and sales are to be addressed.

Mr. Karg stated he has no objection to the request and noted the trail right-of-way is 50' from the center of the trail. No parking is permitted on the trail.

Mr. Paul Jossart, Souix Hills Rd, inquired about the business. Mr. Powell explained this is a hobby.

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Mr. Knutson moved to close the hearing, seconded by Mr. Karg the hearing closed at 7:00 p.m. Mr. Karg made a motion to approve the request, seconded by Mr. Christensen the motion carried unanimously. Mr. Gasow stated the request will go to the County Board on April 2<sup>nd</sup>.

4. **NEW BUSINESS**

5. **OLD BUSINESS**

6. **COMMUNICATION FROM STAFF**

- a.) Mr. Gasow commented on the feed lot setback ordinance.
- b.) Ms. Wischnack asked for comments regarding the township comprehensive maps. She stated there will be an AUAR follow-up to complete the Comprehensive Plan.

7. **ADJOURNMENT**

There being no further business the meeting adjourned at 7:05 p.m.

**MINUTES**  
**HUTCHINSON AREA JOINT PLANNING BOARD**  
**Wednesday, April 17, 2002**  
**Hutchinson City Council Chambers**

1. **CALL TO ORDER 5:30 P.M**

The meeting was called to order by Chairman Bill Arndt at 5:30 p.m. with the following members present: Jon Christensen, Larry Karg, Carl Runke, Grant Knutson and Chairman Arndt. Absent: LeRoy Schmandt Also Present: Larry Gasow, McLeod County Zoning Administrator, Marc Telecky, McLeod County Assistant Zoning Administrator, Marc Sebor, City Attorney and Bonnie Baumetz, Planning Coordinator

2. **APPROVAL OF MINUTES**

a.) Consideration of Minutes dated, March 20, 2002

Mr. Knutson made a motion to approve the minutes of March 20, 2002. Seconded by Mr. Runke the motion carried unanimously.

3. **PUBLIC HEARINGS**

a.) Consideration of **Variance** requested by Dan Budach to reduce setback from dwelling to place septic lift station located at 1365 Jefferson Rd., Hassan Valley Twp.

Chairman Arndt opened the hearing at 5:31 p.m. with the reading of publication #6706 as published in The Hutchinson Leader on Thursday, March 7, 2002.

Mr. Telecky commented on the location and the request for the variance. He explained the setback requirements and that this application is after-the-fact. The work has been completed.

Mr. Knutson reminded the Joint Planning Board they are advisory to the McLeod County Board of Adjustments.

Mr. Dan Budach, 1365 Jefferson Rd, property owner, commented on the installation of the multi flow system which is an experimental lift station. He stated the septic is under the garage and the line runs close to the house. Discussion followed on the hardship.

Mr. Knutson moved to close the hearing, seconded by Mr. Runke the hearing closed at 5:39 p.m. Mr. Karg made a motion to approve the request with staff recommendations. The motion was seconded by Mr. Christensen and carried unanimously. Mr. Telecky stated the request will go to the County Board of Adjustment on April 25, 2002, at 9:00 a.m.

b.) Consideration of **Conditional Use Permit** requested by Daniels Trucking, owner, to sell new and used flat-bed trailers located at 19258 Turner Ave., Acoma Twp.

Chairman Arndt opened the hearing at 5:40 p.m. with the reading of publication # 6707 as published in The Hutchinson Leader on Thursday, March 7, 2002.

Mr. Gasow commented on the request. He stated there will be no more than ten trailers displayed on the property at one time. The property to the north is residential and the remaining area is commercial. The trailers are low profile. Staff recommends approval.

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Mr. Karg moved to close the hearing, seconded by Mr. Runke the hearing closed at 5:45 p.m. Mr. Runke made a motion to approve the request with staff recommendation. The motion was seconded by Mr. Knutson with an addition to the staff recommendations to state: "Should the amount of trailers expand, the conditional use permit must be amended." The motion carried unanimously.

Mr. Gasow stated the request will be placed on the County Board consent agenda May 7, 2002.

c) Consideration of **Preliminary Plat** submitted by Scott Anderson, owner, located in Hutchinson Twp. to be known as IMPERIAL ADDITION

Chairman Arndt opened the hearing at 5:46 p.m. with the reading of publication # 6708 as published in The Hutchinson Leader on Thursday, March 7, 2002.

Mr. Telecky commented on the request and location of the plat. He commented on the number of dwellings and size of lots at 1.25 acres. He stated a primary building is to be constructed on the second lot and a permit must be obtained to build within one year. The percolation tests are adequate. Marc addressed the staff recommendations changing one requirement to state a permit must be issued within one year.

Discussion followed on the power pole on the south lot. There was also discussion on Raven Avenue which is an approved township road.

Mr. Elstrom, neighboring property owner, inquired as to the use of the property.

Mr. Telecky stated the application is for residential use.

Discussion followed regarding access to the north lot.

Mr. Knutson moved to close the hearing, seconded by Mr. Christensen the hearing closed at 6:00 p.m. Mr. Christensen made a motion to approve the request with staff recommendations noting the change to apply for a permit within one year. The motion was seconded by Mr. Karg and carried unanimously.

Mr. Gasow stated the plat will be placed on the County Board consent agenda on May 7, 2002.

#### 4. **NEW BUSINESS**

a.) Consideration of **Final Plat** to be known as WURDELL ADDITION submitted by Gus Wurdell located in Hutchinson Twp.

Mr. Telecky commented on the request stating the plat has been approved at the sketch plan and preliminary plat stages. He stated the staff recommends approval and requested a change to read a permit must be issued within one year for a dwelling on the second lot.

Mr. Christensen made a motion to approve the request with staff recommendations noting a permit must be obtained within one year. The motion was seconded by Mr. Knutson and carried unanimously.

Mr. Gasow stated the request will be placed on the consent agenda of the County Board

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on May 7, 2002.

- b.) Consideration of **Final Plat** to be known as WOOD PRODUCTS ADDITION submitted by Bud Reinert located in Hassan Valley Twp.

Mr. Gasow commented on the commercial plat and the soil borings. He stated the lot sizes and soil borings are acceptable. He commented on the access location and cul-de-sac which met the approval of the Engineer.

Discussion followed on the use being industrial in the future. There was also discussion on maintaining the cul-de-sac and road.

Mr. Runke made a motion to approve the request with staff recommendations. The motion was seconded by Mr. Knutson and carried unanimously. Mr. Telecky stated there is to be an agreement with Mr. Reinert and Hassan Valley Town Board stating the township will maintain the road.

Mr. Gasow stated the plat will be forwarded to the County Board on the regular agenda on May 7, 2002.

- c.) Consideration of **Final Plat** to be known as COTTER ADDITION to be submitted by Al Cotter located in Lynn Twp.

Mr. Telecky commented on the request and location. He explained the outlots are not buildable lots. Mr. Telecky stated the property owner agreed to a shared driveway access to lot 3.

Mr. Knutson made a motion to approve the request with staff recommendations. The motion was seconded by Mr. Runke and carried unanimously.

Mr. Gasow stated the request will be placed on consent agenda of the County Board on May 7, 2002.

5. **OLD BUSINESS**

6. **COMMUNICATION FROM STAFF**

- a.) Sending Agendas to each township – Ms. Baumetz stated there has been a request by a town board member to have an agenda mailed to them before the town board meeting. After discussion, the Joint Planning Board directed staff to send an agenda to each township clerk.
- b.) The AUAR is here for review and comment.
- c.) Report on Jefferson Street resident meeting. – Ms. Baumetz commented on the meeting held April 15<sup>th</sup> with the Jefferson Street residents.

7. **ADJOURNMENT**

There being no further business the meeting adjourned at 6:45 p.m.

**MINUTES**  
**HUTCHINSON AREA JOINT PLANNING BOARD**  
**Wednesday, May 15, 2002**  
**Hutchinson City Council Chambers**

1. **CALL TO ORDER 5:30 P.M**

The meeting was called to order by Chairman Bill Arndt at 5:30 p.m. with the following members present: Jon Christensen, Larry Karg, Carl Runke, Grant Knutson and Chairman Arndt. Absent: LeRoy Schmandt Also Present: Marc Telecky, McLeod County Assistant Zoning Administrator, Marc Sebor, City Attorney and Julie Wischnack, AICP, Planning Director

2. **APPROVAL OF MINUTES**

a.) Consideration of Minutes dated, April 17, 2002

Mr. Christensen made a motion to approve the minutes of April 17, 2002. Seconded by Mr. Knutson the motion carried unanimously.

3. **PUBLIC HEARINGS**

a.) Consideration of **Preliminary Plat** to be known as Korngiebel's First Addition to Judson Woods submitted by John Korngiebel, property owner, Section 25, Acoma Twp.

Chairman Arndt opened the hearing at 5:31p.m. with the reading of publication #6719 published in The Hutchinson Leader on Thursday, May 2, 2002.

Ms. Wischnack gave a brief overview of the property and noted this area of Outlot A is an adequate buildable area. She indicated a wetland delineation was completed and provided to the County Environmentalist Roger Berggren.

Discussion followed on the buildable status of Lot 7. Ms. Wischnack stated it would remain a buildable lot.

Mr. Korngiebel stated the easement across lot 7 to the outlot is to be a private easement. Mr. Knutson stated clarification is needed whether the easement is private or public and explained all public waters need not be granted public access.

Atty. Sebor, stated the easement could be held privately.

Ms. Wischnack stated the staff is recommending a public easement in the event the area were to be annexed in the future.

Mr. Korngiebel stated the land is not flood plain.

Mr. Knutson moved to close the hearing, seconded by Mr. Karg the hearing closed at 5:47 p.m. Mr. Knutson asked staff if this item could be approved without the easement being public. Atty. Sebor explained there must be clarification of the dedication of easement. Discussion followed on the easement being public or private. Mr. Knutson made a motion to approve the preliminary plat with a private easement. Seconded by Mr. Christensen. The motion carried unanimously. Mr. Telecky stated this item would be forwarded to the County Board and placed on their regular agenda June 4, 2002. at 10:00 a.m.

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4. **NEW BUSINESS**

5. **OLD BUSINESS**

6. **COMMUNICATION FROM STAFF**

a.) Discussion of process to review Joint Planning Zoning Ordinance

Mr. Knutson asked for staff to provide an outline for amendments to the zoning ordinance.  
Mr. Telecky stated this would be completed for a workshop in June.

b.) Jefferson St. Annexation

Ms. Wischnack addressed the annexation process of Jefferson Street. Mr. Runke spoke briefly on the Hassan Valley Township position.

c.) Hutchinson Utilities Pipeline

Ms. Wischnack commented on the pipeline running from Martin County to McLeod County.

7. **ADJOURNMENT**

There being no further business the meeting adjourned at 6:30 p.m.

**MINUTES**  
**HUTCHINSON AREA JOINT PLANNING BOARD**  
**Wednesday, June 19, 2002**  
**Hutchinson City Council Chambers**

**1. CALL TO ORDER 5:30 P.M.**

The meeting was called to order by Chairman Bill Arndt at 5:30 p.m. with the following members present: Jon Christensen, Larry Karg, Grant Knutson, LeRoy Schmandt and Chairman Arndt. Absent: Carl Runke Also present: Julie Wischnack, AICP, City Planning Director, Marc Sebor, City Attorney, Marc Telecky, McLeod County Assistant Zoning Administrator and Bonnie Baumetz, City Planning Coordinator

**2. APPROVAL OF MINUTES**

a) Consideration of Minutes dated May 15, 2002

Mr. Knutson made a motion to approve the minutes of May 15, 2002. Seconded by Mr. Karg the motion carried unanimously.

**3. PUBLIC HEARINGS**

a) Consideration of **Conditional Use Permit** requested by Jason Plamby, applicant, to remove approximately 3600 cubic yards of soil from surrounding pond owned by M&P Partners for use on site known as Woodview Acres 4<sup>th</sup> Addition located in Section 25, Acoma Township.

Chairman Arndt opened the hearing at 5:31 p.m. with the reading of publication # 6736 published in the Hutchinson Leader on Thursday, June 6, 2002.

Mr. Telecky commented on the request and explained the location. He explained the three conditions on the staff recommendations. He explained comments by the McLeod County Highway Department as follows: existing entrance is the best entrance and exit; loaded trucks are to stay off the paved shoulders and include a provision to keep County Rd 12 clean.

Mr. Otto Templin, Erickson & Templin, stated the route would be on the field road. He stated the area the fill is to be taken from is on the back slope and will be blended into the existing contours. He stated the project would take two weeks to complete.

Discussion followed on the appearance of the pond. Mr. Sam Montgomery, property owner, stated the pond will be brought back to the same appearance as present.

Mr. Telecky stated dust management control must be used.

Mr. Jason Palmby stated the holding pond and house pads will be completed at the same time.

Mr. Knutson moved to close the hearing, seconded by Mr. Karg, the hearing closed at 6:40 p.m. Mr. Karg made a motion to approve the request with staff recommendations adding dust control and condition of the road must be maintained during hauling. Seconded by Mr. Schmandt the motion carried unanimously. Mr. Telecky stated this item would be forwarded to the County Board and placed on their consent agenda July 2, 2002 at 9:00 a.m.

**4. NEW BUSINESS**

**5. OLD BUSINESS**

**6. COMMUNICATION FROM STAFF**

- a) Update on Jefferson Street Annexation – Bonnie Baumetz stated both the City of Hutchinson and Hassan Valley Township have signed a Joint Orderly Annexation Resolution to annex the Jefferson Street properties.
- b) County GIS Map – Mark Telecky stated the mapping is complete and will be available at the July 17<sup>th</sup> meeting.

**7. ADJOURNMENT**

There being no further business the meeting adjourned at 6:45 p.m.

**MINUTES**  
**HUTCHINSON AREA JOINT PLANNING BOARD**  
**Wednesday, July 17, 2002**  
**Hutchinson City Council Chambers**

**1. CALL TO ORDER 5:30 P.M.**

The meeting was called to order by Chairman Bill Arndt at 5:30 p.m. with the following members present: Larry Karg, Grant Knutson, LeRoy Schmandt and Chairman Arndt. Absent: Carl Runke and Jon Christensen Also present: Larry Gasow, McLeod County Zoning Administrator, Julie Wischnack, AICP, Planning Director, Marc Sebor, City Attorney and Bonnie Baumetz, Planning Coordinator

**2. APPROVAL OF MINUTES**

a) Consideration of Minutes dated June 19, 2002

Mr. Karg made a motion to approve the minutes of June 19, 2002. Seconded by Mr. Schmandt the motion carried unanimously.

**3. PUBLIC HEARINGS**

a) Consideration of **Conditional Use Permit** requested by Gene O'Neill, property owner, for shoreland alterations for drainage purposes located along Campbell Lake in Lot 1, Block 1, Acme Acres, Section 35, Acoma Twp.

Chairman Arndt opened the hearing at 5:31 p.m. with the reading of publication # 6751 published in the Hutchinson Leader on Thursday, July 4, 2002.

Ms. Wischnack explained the request for shoreland alteration and commented on the drainage swale and culvert that drains across the property. She commented on the staff review and concerns with shoreland altering. Ms. Wischnack commented on the considerations recommended by staff and stated the drawing must be changed to reflect the required 75' setback. Discussion followed on the 1051' elevation.

Don Abbott, 19682 Sioux Hills Rd., stated drainage has not been a problem in the years he has lived in the area.

Mr. Knutson moved to close the hearing, seconded by Mr. Karg, the hearing closed at 5:45 p.m. Mr. Knutson made a motion to approve the request with staff recommendations. Seconded by Mr. Karg the motion carried unanimously. Mr. Gasow stated this item would be forwarded to the County Board and placed on their consent agenda July 30, 2002, at 7:00 p.m. in Brownton.

4. **NEW BUSINESS**

- a) Consideration of approval of Hutchinson Area Final AUAR (Alternative Urban Area Review)

Ms. Wischnack commented on the history of the AUAR and the fact this document meets an alternative to providing EAW's in the future. She explained there are 31 environmental impacts reviewed in the EAW process. Ms. Wischnack stated 25 agencies reviewed the plan. The plan is very comprehensive including 17,000 acres and is the only one of this size in the state. The AUAR was approved by the Hutchinson City Council and will go to the County Commissioners next.

Discussion followed regarding changes to the Joint Planning Area and how the AUAR would be affected by any change to the map.

Mr. Knutson stated they should approve the document to stay on track and get comments back to Ms. Wischnack.

Mr. Knutson made a motion to approve the AUAR. Seconded by Mr. Schmandt the motion carried unanimously. Ms. Wischnack will present the document to the County Board on August 6, 2002.

5. **OLD BUSINESS**

6. **COMMUNICATION FROM STAFF**

7. **ADJOURNMENT**

There being no further business the meeting adjourned at 6:10 p.m.

**MINUTES**  
**HUTCHINSON AREA JOINT PLANNING BOARD**  
**Wednesday, August 21, 2002**  
**Hutchinson City Council Chambers**

**1. CALL TO ORDER 5:30 P.M.**

The meeting was called to order by Chairman Bill Arndt at 5:30 p.m. with the following members present: Larry Karg, Grant Knutson, Jon Christensen and Chairman Arndt. Absent: LeRoy Schmandt and Carl Runke Also present: Julie Wischnack, AICP, Planning Director, Marc Telecky McLeod County Assistant Zoning Administrator and Bonnie Baumetz, Planning Coordinator

**2. APPROVAL OF MINUTES**

a) Consideration of Minutes dated July 17, 2002

Mr. Knutson made a motion to approve the minutes of July 17, 2002. Seconded by Mr. Karg the motion carried unanimously.

**3. PUBLIC HEARINGS**

**4. NEW BUSINESS**

a) Consideration of approval of **Final Plat** submitted by Harvey Sustacek to be know as Sustacek Addition

Marc Telecky commented on the request and stated the access permit has been obtained and the access is in. The accessory building has been removed.

Mr. Karg made a motion to approve the plat. Seconded by Mr. Christensen the motion carried unanimously. The final plat will be placed on the McLeod County consent agenda on September 3, 2002 at 9:00 a.m.

**5. OLD BUSINESS**

**6. COMMUNICATION FROM STAFF**

Marc Telecky commented on the revised McLeod County Zoning maps and reviewed the map with the board members. He stated action by this body would be brought to the McLeod County Commissioners on September 3, 2002. Mr. Knutson made a motion to approve the zoning map. Seconded by Mr. Christensen the motion carried unanimously.

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Julie Wischnack stated the AUAR was approved by the County Board. She stated the Jefferson Street bids came in lower than anticipated.

Bonnie Baumetz commented on the Vince Dooley annexation. She also reminded members to call her if unable to attend a meeting.

Julie Wischnack informed the members the Schimek estate has been sold and there are plans to annex and develop in the near future.

**7. ADJOURNMENT**

There being no further business the meeting adjourned at 6:05 p.m.

**MINUTES**  
**HUTCHINSON AREA JOINT PLANNING BOARD**  
**Wednesday, September 18, 2002**  
**Hutchinson City Council Chambers**

**1. CALL TO ORDER 5:30 P.M.**

The meeting was called to order by Chairman Bill Arndt at 5:30 p.m. with the following members present:, Carl Runke, Larry Karg, Grant Knutson, and Chairman Arndt. Absent: Jon Christensen and LeRoy Schmandt Also present: Larry Gasow, McLeod County Zoning Administrator, Julie Wischnack, AICP, Planning Director, Marc Sebor, City Attorney and Bonnie Baumetz, Planning Coordinator

**2. APPROVAL OF MINUTES**

a) Consideration of Minutes dated August 21, 2002

The minutes were approved unanimously.

**3. PUBLIC HEARINGS**

**4. NEW BUSINESS**

a) Consideration of **Final Plat** to be known as Korngiebel's 1<sup>st</sup> Addition to Judson Woods

Ms. Wischnack commented on the request and staff recommendations.

Discussion followed on the easement across Lot 7 being private. Atty. Sebor explained the easement process. He stated the owners of the property have full control of the property. Discussion followed regarding adding the condition if Lot 7 sells an easement to Outlot A must be granted.

Mr. Knutson made a motion to approve the plat with staff recommendations adding the condition if Lot 7 is sold an easement to Outlot A must be granted. Seconded by Mr. Runke the motion carried unanimously.

Mr. Gasow stated the item will be placed on the County Board agenda for October 8, 2002

**5. OLD BUSINESS**

**6. COMMUNICATION FROM STAFF**

**Minutes**

**Joint Planning Board – September 18, 2002**

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- Update on annexation of property on Hassan Valley Township (Shimek property)

Ms. Baumetz reported an application was submitted for the annexation of 41 acres in Hassan Valley Township. The developer is proposing a residential development in the area.

**7. ADJOURNMENT**

There being no further business the meeting adjourned at 5:45 p.m.

**MINUTES  
HUTCHINSON AREA JOINT PLANNING BOARD  
Wednesday, October 16, 2002  
Hutchinson City Council Chambers**

**1. CALL TO ORDER 5:50 P.M.**

The meeting was called to order by Chairman Bill Arndt at 5:50 p.m. with the following members present: Jon Christensen, LeRoy Schmandt, Carl Runke and Chairman Arndt. Absent: Larry Karg and Grant Knutson, Also present: Julie Wischnack, AICP, Planning Director, Marc Sebor, City Attorney, Marc Telecky, McLeod County Assistant Zoning Administrator and Bonnie Baumetz, Planning Coordinator

**2. APPROVAL OF MINUTES**

a) Consideration of Minutes dated September 18, 2002

Mr.Christensen made a motion to approve the minutes of September 18, 2002. Seconded by Mr. Schmandt the motion carried unanimously.

**3. PUBLIC HEARINGS**

**4. NEW BUSINESS**

a) Consideration of **Final Plat** submitted by Scott Anderson to be known as Imperial Addition located in Hutchinson Twp.

Ms. Wischnack commented on the proposal and explained the staff report. She stated the owner has 90 days to file the plat with the county recorder after the County Commissioner's approval. Ms. Wischnack stated a rezoning is not required on only two lots and percolation tests are available at the County office.

Mr. Christensen stated Hutchinson Township has no problem with the plat.

Mr. Christensen made a motion to approve the request with staff recommendations. Seconded by Mr. Runke the motion carried unanimously. Mr. Telecky stated the request will be forwarded to the McLeod County Board to be placed on their November 5, 2002 consent agenda.

**5. OLD BUSINESS**

**6. COMMUNICATION FROM STAFF**

- a) Update on annexation of property in Hassan Valley Township (Shimek property) – Ms. Wischnack reported the City Planning Commission approved the Ordinance for annexation on October 15, 2002. The City Council will act on the request on October 22, 2002. She stated City services will not be available to the property until Fall of 2003. The developer had agreed to the timeline of Fall of 2003.

**7. ADJOURNMENT**

There being no further business the meeting adjourned at 6:05 p.m.