

**MINUTES**  
**HUTCHINSON AREA JOINT PLANNING BOARD**  
**Wednesday, January 18 , 2006**  
**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: Tom Wirt, Larry Karg, Grant Knutson, Carl Runke, Jim Lauer and Chairman Arndt. Absent: 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 December 21, 2006.

Mr Lauer made a motion to approve the minutes of December 21, 2006. Seconded by Mr. Wirt the motion carried unanimously.

**3. PUBLIC HEARINGS**

a) CONSIDERATION OF A TWO LOT **PRELIMINARY PLAT** TO BE KNOWN AS SAMANTHA'S ACRES LOCATED IN SECTION 30, HUTCHINSON TOWNSHIP SUBMITTED BY BRIAN AND SANDI SPORTELLI

Chairman Arndt reopened the hearing at 5:35 p.m. with the reading of publication #7418 published in the Hutchinson Leader on Thursday, January 5, 2006.

Ms. Wischnack commented on the request and pointed out the site. She commented on the issues brought out in the sketch plan. The plat has been revised to two lots only. She explained the ghost platting lines and the non-farm status. She commented on the staff report and the recommendations as follows:

1. Right of Way should be dedicated on the east side of the plat.
2. The ghost/shadow plat lines must be adhered to when constructing new homes on the property.
3. The property owner has been informed of the City's staged growth plan and should relate that information to potential purchasers of the property.
4. Minimum floor elevations for the homes must be at \_\_\_\_\_.  
(checking with engineer)
5. A title opinion must be provided prior to final plat.

Ms. Wischnack stated number 4 could be removed from the recommendations as the area would need a lift station for City sewer.

Discussion followed on the natural gas smell. Mr. Sportelli stated since the pipeline is through there is no smell. He reported there hasn't been an issue for the last 7 months. Ms. Wischnack explained the City process when there are issues. Mr. Sportelli questioned the right of way. Ms. Wischnack explained the process. Discussion followed. Atty. Sebor stated the right of way dedication should be on the final plat for this subdivision and following subdivisions.

There was discussion on the number of feedlots in the area. Discussion also followed on the septic locations.

Mr. Knutson moved to close the hearing. Seconded by Mr. Runke. The hearing closed at 5:50 p.m. Mr. Wirt made a motion to approve the request with staff recommendations 1,2 3, and 5. Seconded by Mr. Karg. The motion carried unanimously. Mr. Telecky stated this item would be forwarded to the County Board and placed on their consent agenda, February 7, 2006 at 9:00 a.m.

**4. NEW BUSINESS**

**5. OLD BUSINESS**

Mr. Karg reported Acoma Town Board met with the attorney and he is drafting a proposal for an orderly annexation agreement. The township will hold a public hearing on the agreement.

**6. COMMUNICATION FROM STAFF**

**7. ADJOURNMENT**

There being no further business the meeting adjourned at 6:53 p.m.

**MINUTES**  
**HUTCHINSON AREA JOINT PLANNING BOARD**  
**Wednesday, February 15, 2006**  
**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: , Grant Knutson, Carl Runke, Jim Lauer and Chairman Arndt. Absent: Tom Wirt and Larry Karg Also present: Julie Wischnack, AICP, Planning Director, Larry Gasow, McLeod County Zoning Administrator, 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 January 18, 2006.

Mr. Lauer made a motion to approve the minutes of January 18, 2006. Seconded by Mr. Knutson the motion carried unanimously.

**3. PUBLIC HEARINGS**

a) CONSIDERATION OF A **CONDITIONAL USE PERMIT** TO CONTINUE OUTDOOR MACHINERY DISPLAY LOCATED AT 15873 HWY 7 EAST, HASSAN VALLEY TWP., REQUESTED BY JIM HEIKES

Chairman Arndt opened the hearing at 5:34 p.m. with the reading of publication #7424 published in the Hutchinson Leader on Thursday, February 2, 2006.

Mr. Gasow commented on the Conditional Use Permit granted in 1999 to allow outdoor display. At that time, safety issues were discussed regarding traffic to and from the property. He explained the recommendation of a 5 year trial basis. The 5 year trial period is over and this Conditional Use Permit will be granted for the extended use of the property. He read into the record a letter from Mr. and Mrs. Kulberg, neighboring property owners supporting the outdoor display as long as it does not allow more than 25 units displayed. Mr. Gasow commented on the designated display area. Staff recommendations approval with the following recommendations:

- 1: The total number of units will not exceed 25 at any one time.
- 2: The location of the units will be limited to the indicated area on the site plan dated January 3, 2000.
- 3: Any lighting will be directed away from the highway and not be intrusive to passing motorists.

- 4: The area near the on-site septic system may not negatively impact the functioning of the system.
- 5: Any signage related to the business must meet the County and Joint Planning Ordinance.

Mr. Knutson moved to close the hearing. Seconded by Mr. Runke. The hearing closed at 5:37 p.m. Mr. Lauer made a motion to approve the request with staff recommendations. Seconded by Mr. Runke the motion carried unanimously. Mr. Gasow stated this item would be forwarded to the County Board and placed on their consent agenda, March 7, 2006

b) CONSIDERATION OF A THIRTEEN LOT **PRELIMINARY PLAT** TO BE KNOWN AS EAGLES RIDGE SUBMITTED BY TIM ULRICH AND RICH WESTLUND LOCATED IN HASSAN VALLEY TWP., SECTION 16

Chairman Arndt opened the hearing at 5:38 p.m. with the reading of publication #7425 published in the Hutchinson Leader on Thursday, February 2, 2006.

Mr. Telecky commented on the sketch plan which was discussed last month. He explained this is a 13 lot preliminary plat proposed by TRHV LLC. He commented on the lot sizes and gave an analysis of the soils and flood plain elevations. He stated the Flood Maps are established by FEMA and the County relies on the DNR Hydrologist for flood elevations. The County does not have the flood plain numbers. He explained the Regulatory Flood Plain Elevation is 1034 feet. Mr. Telecky commented on the lots located on the gully. He explained the Environmentalist has concerns that it may be a wetland. Floor elevations are to be one foot above the RFPE or 1035 feet.

Mr. Telecky commented on the following staff recommendations noting #2 the wetland delineation has not been done. He stated the developers will apply for the NPDS permit prior to construction. He commented on the revised recommendations with the addition of 8 and 9. He stated in recommendation number 7 staff is requesting the easement is located before construction. The staff recommendations are as follows:

1. Regulatory flood elevations shall be disclosed at the time of sale to all buyers.
2. Wetland shall be disclosed to buyers on Lots 10-13
3. An as-built will be required to be signed and submitted by applicants engineer for the storm water and road construction. This shall be submitted prior to the sale of any lot.
4. Hassan Valley township shall approve and accept road upon completion.
5. Obtain and submit an NPDES permit from Minnesota Pollution Control Agency prior to beginning construction.
6. Obtain and submit MN/Dot permits.
7. An easement for the storm water pipe across lot 13 will be needed.

## Minutes

### Joint Planning Board – February 15, 2005

#### Page 3

8. Widen the easement to 15' on each side of pipe center for the central storm pipe between lots 6 & 7.
9. Approved erosion control methods should be used during construction of road and storm water infrastructure.

He read comments from the DNR Hydrologist's letter dated Feb. 15<sup>th</sup>. He reported at the predevelopment meeting the engineer addressed the issues Mr. Collett had in his letter.

Gary Hemman, property owner adjacent to the proposal, questioned the distance the lots are from his line. He stated he is concerned with farming issues such as spraying. He asked about the septic system arrangement. Mr. Telecky stated there will be individual septics. He explained the septics must meet the 75' setbacks. Mr. Hemman asked what is required for the runoff water and will the flood plain be kept natural. Mr. Telecky stated the majority of the runoff will be around the homes and next to the river will remain natural. He explained they must abide by the Shoreland Regulations.

Tim Ulrich, property owner, commented on the road corridor to the south which will be saved for future development. This will give a buffer to Mr. Hemman's property. He explained the road will be constructed as a township road and Hassan Valley Township has accepted the road. Mr. Runke stated the township has no objection to the development and the road.

Mr. Lauer moved to close the hearing. Seconded by Mr. Knutson. The hearing closed at 5:59 p.m. Mr. Runke made a motion to approve the request with the 9 staff recommendations. Seconded by Mr. Knutson the motion carried unanimously. Mr. Telecky stated this item would be forwarded to the County Board and placed on their regular agenda, March 7, 2006 at 10:00 a.m.

#### 4. NEW BUSINESS

- a) CONSIDERATION OF A TWO LOT **FINAL PLAT** TO BE KNOWN AS SAMANTHA'S ACRES SUBMITTED BY BRIAN AND SANDI SPORTELLI LOCATED IN HUTCHINSON TWP., SECTION 30

Ms Wishnack commented on the staff report and staff recommendations as follows:

1. The ghost/shadow plat lines must be adhered to when constructing new homes on the property.
2. The property owner has been informed of the City's staged growth plan and should relate that information to potential purchasers of the property.

Mr. Knutson made a motion to approve the request with staff recommendations. Seconded by Mr. Lauer, the motion carried unanimously. Mr. Gasow stated this item would be forwarded to the

**Minutes**

**Joint Planning Board – February 15, 2005**

**Page 4**

County Board and placed on their consent agenda, March 7, 2006 at 9:00 a.m.

**5. OLD BUSINESS**

**6. COMMUNICATION FROM STAFF**

**7. ADJOURNMENT**

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

**MINUTES**  
**HUTCHINSON AREA JOINT PLANNING BOARD**  
**Wednesday, March 15, 2006**  
**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: Tom Wirt, Larry Karg, Grant Knutson, Mark Seller, Jim Lauer and Chairman Arndt. Absent: None Also present: Larry Gasow, McLeod County Zoning Administrator, 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 February 15, 2006.

Mr Lauer made a motion to approve the amended minutes of February 15, 2006. Seconded by Mr. Knutson the motion carried unanimously.

**3. PUBLIC HEARINGS**

None

**4. NEW BUSINESS**

a) CONSIDERATION OF 10 LOT SKETCH PLAN SUBMITTED BY RON HANSEN AND CRAIG REINER LOCATED IN SECTION 34, ACOMA TOWNSHIP

Mr. Gasow commented on the request for a 10 lot plat. The property is zoned Light Industrial. He explained 115<sup>th</sup> Street is the zoning boundary. He commented on access from County Rd 115 to Hwy 7. He stated lot sizes vary from 2.5 acres to 7.5 acres. He reported on the staff recommendations as follows:

1. Soil Borings shall be submitted to McLeod County Environmentalist prior to preliminary plat to show onsite ISTS potential for Primary and Secondary sites on each lot.
2. Road Plan and Storm water management plan shall be submitted with preliminary plat.
3. McLeod County Highway Engineer shall approve access for new road.
4. Shadow lines shall be drawn on preliminary plat to show future subdivision potential.
5. New road shall have a cul-de-sac at end for turn around.

Mr. Telecky suggested adding a sixth recommendation to phase the development for savings on taxes. Once one lot is sold the rest of the property will have a higher tax value. He explained the Title Opinion will have two properties but once platted will be one property. Discussion followed on the reasons for a cul-de-sac. Acoma Townboard would like the road sized to township expectations.

Mr. Ron Hansen, property owner, stated there will be no accesses on 115. He explained there will be a service road with a cul-de-sac off County Rd 14. Mr. Karg suggested the road specifications should be similar to City truck route specifications since this is for industrial use. Mr. Hansen stated truck route specs could be “over kill”. He doesn’t anticipate large truck use in the development. Mr. Gasow stated I-1 could mean semi traffic. Mr. Hansen stated he would anticipate smaller businesses. Mr. Telecky explained the joint planning ordinance does not address lot coverage only lot size. Discussion followed of the City street standards in the industrial park. Mr. Telecky explained the County does require signed professional engineering designs. Mr. Karg stated the professional engineer must have a copy of the Acoma Twp road specs. He explained Acoma specs are only for residential not industrial. He has concerns that the Acoma Township road specs are not adequate. Discussion followed on the use of the road. There was discussion on limited access to 115 and also the size of the cul-de-sac. Mr. Telecky stated staff would much rather see a through road if possible. Mr. Reiner commented on the possibility of using the driveway through Daniels Trucking. Mr. Telecky explained they must apply for the preliminary plat within 6 months of the approval of the sketch plan.

Mr. Karg made a motion to table to the April meeting until some of the questions and concerns are answered. Seconded by Mr. Knutson the motion carried unanimously.

b) **CONSIDERATION OF AN 8 LOT SKETCH PLAN SUBMITTED BY BART AND SCOTT BRADFORD LOCATED IN SECTION 35, ACOMA TOWNSHIP**

Mr. Telecky commented on the request and the location of the 8 lots. He explained his analysis of “hard to farm” or “reasonable to plat” and commented on the staff concerns with road placement. He commented on the elevations and soil types. The Staff recommendations were as follows:

1. New road shall be moved to north property line to enable future subdivision of existing lots in Sioux Hills #2.
2. Soil borings would need to be submitted to McLeod County Environmentalist to determine primary and secondary septic sites prior to preliminary plat.
3. Wetland evaluation by the McLeod County Environmentalist will be completed prior to preliminary plat to verify if a Wetland Delineation would be needed.

**Minutes**

**Joint Planning Board – March 15, 2005**

**Page 3**

4. Shadow platting shall be reflected on preliminary plat.
5. New road shall be accepted by Acoma Town Board upon completion.
6. Road and storm water plan shall be submitted with preliminary plat.

Discussion followed on Acoma Township acceptance of the road. There was also discussion regarding shadow platting protecting the property owners in the future when the property is in City limits. Discussion again followed on road placement.

Mr. Karg made a motion to reject the request with staff recommendations. Seconded by Mr. Lauer. Discussion followed on tabling the request to the April meeting and not rejecting. Mr. Knutson made a motion to table to the April meeting. Seconded by Mr. Wirt the motion carried 4 ayes to 2 nays to table to the April meeting.

**5. OLD BUSINESS**

None

**6. COMMUNICATION FROM STAFF**

- a) Ms. Baumetz reported there will be election of officers at the April meeting.
- b) Mr. Telecky commented on amending the Joint Planning Ordinance after the orderly annex agreements are in place.

**7. ADJOURNMENT**

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

**MINUTES**  
**HUTCHINSON AREA JOINT PLANNING BOARD**  
**Wednesday, April 19, 2006**  
**Hutchinson City Council Chambers**

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

The meeting was called to order by Vice Chairman Jim Lauer at 5:30 p.m. with the following members present: Tom Wirt, Larry Karg, Grant Knutson (5:37), Mark Seller and Vice Chairman Jim Lauer Absent: Chairman Arndt Also present: Larry Gasow, McLeod County Zoning Administrator, Marc Sebora, City Attorney, Marc Telecky, McLeod County Assistant Zoning Administrator and Bonnie Baumetz, Planning Coordinator

**2. APPROVAL OF MINUTES**

a) Consideration of Minutes dated March 15, 2006.

Mr. Wirt made a motion to approve the minutes of March 15, 2006. Seconded by Mr. Karg. The motion carried unanimously.

**3. ELECTION OF OFFICERS**

Mr. Karg moved to nominate Mr. Arndt for Chairman. The motion was seconded by Mr. Wirt. Mr. Wirt moved nominations close and cast a unanimous ballot for Mr. Arndt for Chairman. Seconded by Mr. Seller. The motion carried.

Nominations were opened for Vice Chairman. Mr. Karg moved to nominate Mr. Wirt. Mr. Seller moved to close nominations and cast a unanimous ballot for Mr. Wirt for Vice Chairman. The motion carried.

**4. PUBLIC HEARINGS**

a) CONSIDERATION OF A REQUEST TO **REZONE** PROPERTY FROM AGRICULTURE TO C4 (FRINGE COMMERCIAL) SUBMITTED BY BRUCE AND JULI NEUBARTH LOCATED IN SECTION 30, HUTCHINSON TWP.

Vice Chairman Lauer opened the hearing at 5:38 p.m. with the reading of publication #7451 published in the Hutchinson Leader on Thursday, April 6, 2006.

Mr. Gasow commented on the request and the location of the rezoning from Agricultural to Fringe Commercial. He read the recommendation from MN Dot as follows: 1. The Hutchinson Area Joint Planning Board is encouraged to enforce setback requirements to any proposed structures located on the property. 2. The applicant can obtain a permit for any work on State right of way and 3. If the existing entrance to this site is improved

or relocated, the applicant must obtain a driveway permit from MN/DOT by contacting Geri Vick, at 320-214-3776 for information on the permit process. Mr. Gasow stated staff has no objection to the request. He commented the proposed zoning fits into the present surrounding zoning. Outdoor recreational area is a permitted use in the Fringe Commercial District. There was discussion on the need for a change in septic. Mr. Gasow stated the present septic must meet code.

Mr. Knutson moved to close the hearing. Seconded by Mr. Karg. The hearing closed at 5:41 p.m. Ms. Neubarth stated the driveways would not be moved and she was not exactly sure of the distance. Mr. Wirt made a motion to approve the request with Mn/DOT recommendations. Seconded by Mr. Knutson. The motion carried unanimously. Mr. Gasow stated this item would be forwarded to the County Board and placed on their regular agenda, May 2, 2006, at 10:00 a.m.

- b) CONSIDERATION OF A REQUEST TO **REZONE** HASSAN HEIGHTS SECOND ADDITION FROM AGRICULTURE TO RURAL RESIDENTIAL (R1) SUBMITTED BY TRHV LLC LOCATED IN SECTION 16, HASSAN VALLEY TWP.

Vice Chairman Lauer opened the hearing at 5:43 p.m. with the reading of publication #7452 published in the Hutchinson Leader on Thursday, April 6, 2006.

Mr. Telecky commented on the request to rezone to rural residential. He explained the plat is exceeding the number of lots per  $\frac{1}{4}$   $\frac{1}{4}$  section for the present zoning which is agricultural.

Mr. Knutson moved to close the hearing. Seconded by Mr. Wirt. The hearing closed at 5:44 p.m. Mr. Seller asked about the new road placement. Mr. Knutson made a motion to approve the request with staff recommendations as long as the final plat is approved. Seconded by Mr. Seller. The motion carried unanimously. Mr. Gasow stated this item would be forwarded to the County Board and placed on their regular agenda, May 2, 2006 at 10:00 a.m.

## 5. NEW BUSINESS

- a) CONSIDERATION OF A 13 LOT **FINAL PLAT** TO BE KNOWN AS HASSAN HEIGHTS SECOND ADDITION SUBMITTED BY TRHV LLC LOCATED IN SECTION 16, HASSAN VALLEY TWP.

Mr. Telecky commented on the final plat. He stated the staff recommendations would be listed as conditions in the Subdivider's Agreement as follows:

1. Regulatory flood elevation shall be disclosed at time of sale to all buyers.

2. Wetland shall be disclosed to buyers on Lots 10-13.
3. An as built will be required to be signed and submitted by applicants engineer for the storm water and road construction. This shall be submitted prior to the sale of any lot.
4. Hassan Valley Township shall approve and accept road upon completion.
5. Obtain and submit an NPDES permit from Minnesota Pollution Control Agency prior to beginning construction.
6. Obtain and submit MN/Dot permits.
7. An easement for the storm water pipe across lot 13 will be needed.
8. Widen the easement to 15' on each side of pipe center for the central storm pipe between lots 6 & 7.
9. Approved erosion control methods should be used during construction of road and storm water infrastructure.
10. Attorney's opinion of title showing title or control of the property.

Condition Number 5 must be satisfied before construction of the road. Conditions 6, 7, 8 and 10 have been satisfied and approved. The conditions minus #8 will be included in the Subdividers agreement. Discussion followed of #4 regarding the township being the road authority. Mr. Telecky commented on the wording which uses "shall" instead of other language.

Mr. Seller stated Hassan Valley accepts roads to County Specs. Mr. Telecky stated the applicants have been to the township. Mr. Knutson made a motion to approve the request with staff recommendations. Seconded by Mr. Wirt. The motion carried unanimously. Mr. Telecky stated this item would be forwarded to the County Board and placed on their regular agenda , May 2 , 2006 at 10:00 a.m.

**6. OLD BUSINESS**

- a) CONSIDERATION OF 10 LOT SKETCH PLAN SUBMITTED BY RON HANSEN AND CRAIG REINER LOCATED IN SECTION 34, ACOMA TOWNSHIP

Mr. Gasow commented on the issues from the March meeting and the discussions regarding the road cul-de-sac and the construction to handle truck traffic. Last month there was also discussion regarding the possibility of a through road. He commented on staff recommendations as follows:

1. Soil Borings shall be submitted to McLeod County Environmentalist prior to preliminary plat to show

- onsite ISTS potential for Primary and Secondary sites on each lot.
2. Road Plan and Storm water management plan shall be submitted with preliminary plat.
  3. McLeod County Highway Engineer shall approve access for new road.
  4. Shadow lines shall be drawn on preliminary plat to show future subdivision potential.
  5. New road shall have a cul-de-sac at end for a turn around.

Mr. Gasow stated staff has no objections to the plan with the recommendations

Mr. Craig Riener, property owner, stated he plans to use original plan with a north cul-de-sac in the lot 8 area. Mr. Reiner stated he has discussed the access onto County Rd 14 and the setbacks from the 115 right of way.

Mr. Karg stated they must design the road to Acoma Twp standards.

Mr. Karg made a motion to approve the request with staff recommendations and the Acoma Twp road standards be followed. Seconded by Mr. Wirt. The motion carried unanimously. Mr. Telecky stated this item would be forwarded to the County Board and placed on their consent agenda, May 2, 2006 at 9:00 a.m. Mr. Telecky reported the Acoma Road Standards are on file at the County.

b) CONSIDERATION OF AN 8 LOT SKETCH PLAN SUBMITTED BY BART AND SCOTT BRADFORD LCOATED IN SECTION 35, ACOMA TOWNSHIP

Mr. Telecky reviewed the sketch plan request and the location. He commented on the soils and elevations. He commented on the following staff recommendations:

1. New road shall be moved to north property line to enable future subdivision of existing lots in Sioux Hills #2.
2. Soil borings would need to be submitted to McLeod County Environmentalist to determine primary and secondary septic sites prior to preliminary plat.
3. Wetland evaluation by the McLeod County Environmentalist will be completed prior to preliminary plat to verify if a Wetland Delineation would be needed.
4. Shadow platting shall be reflected on preliminary plat.
5. New road shall be accepted by Acoma Town Board upon completion.
6. Road and storm water plan shall be submitted with preliminary plat.

He explained a change to #1 should be stated the North 33' of the plat shall be dedicated for future road. Condition #5 should include "Shall meet Acoma Township road specifications".

Mr. Karg reported on the history of Sioux Hills Rd. and the neighboring property owners concern. Discussion followed on the condition of the road before and after construction. State Statutes regulate that township roads be maintained to the original state. There was much discussion on how the road would be maintained during construction. Mr. Karg stated that leaving the road dirty is a problem.

Bart Bradford, property owner, stated he is confused on the road regulations. Discussion followed regarding the construction company having the specs. Mr. Bradford agrees with the stipulation to keep the road free from debris. He asked if they could require the contractor to keep the road clean. The road must be the same as when construction began on the lot. Mr. Telecky stated there can be language in the subdivision agreement.

Mr. Karg made a motion to approve the request with staff recommendations. Seconded by Mr. Knutson the motion carried unanimously. Mr. Gasow stated this item would be forwarded to the County Board and placed on their consent agenda , May 2 , 2006 at 9:00 a.m.

**7. COMMUNICATION FROM STAFF**

Atty. Sebor commented on the Orderly annexation agreement proposal by Acoma, Hassan Valley and Hutchinson townships Marc stated the document will go to the Hutchinson City Council and Hutchinson Planning Commission . He reiterated the fact he has reservations with entering into separate agreements with the townships. Discussion followed on the proposed agreement.

**8, ADJOURNMENT**

There being no further business the meeting adjourned at 6:28 p.m.

**MINUTES**  
**HUTCHINSON AREA JOINT PLANNING BOARD**  
**Wednesday, August 16, 2006**  
**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: Tom Wirt, Larry Karg, Grant Knutson, Mark Seller (5:36 p.m.), Jim Lauer and Chairman Arndt. Absent: None .Also present: Larry Gasow, McLeod County Zoning Administrator, Rebecca Bowers, City of Hutchinson Planning Director, Marc Telecky, McLeod County Assistant Zoning Administrator and Bonnie Baumetz, Planning Coordinator City of Hutchinson

**2. APPROVAL OF MINUTES**

a) Consideration of Minutes dated April 19, 2006.

Mr. Knutson made a motion to approve the minutes of April 19, 2006. Seconded by Mr. Wirt. The motion carried unanimously.

**3. PUBLIC HEARINGS**

a) CONSIDERATION OF A 4 LOT **PRELIMINARY PLAT** TO BE KNOWN AS SIOUX HILLS FIFTH ADDITION LOCATED IN ACOMA TOWNSHIP SUBMITTED BY BART AND SCOTT BRADFORD

Chairman Arndt opened the hearing at 5:33 p.m. with the reading of publication #7492 as published in the Hutchinson Leader on Thursday, August 3, 2006.

Mr. Telecky commented on the 4 lot plat submitted by Scott and Bart Bradford. He commented on the 8 lot sketch plan submitted in April. He explained the request and lot sizes. The property is zoned agricultural. He also commented on the elevation and the analysis and concerns of the staff for future subdivision. He explained staff would suggest a road easement to the north.

Discussion followed on the sketch plan and the requirement of the wetland delineation. Also, there was discussion regarding the requirement for a stormwater plan. Mr. Telecky stated there will be no road in the plat. He explained the types of homes to be placed in the plat and the drainage.

Comments from Acoma Township would be to give thought to shared driveways and to join the Sioux Hills SSD district. A neighboring property

owner has concerns with the number of accesses proposed on Sioux Hills Road.

Mr. Karg moved to close the hearing. Seconded by Mr. Knutson. The hearing closed at 5:44 p.m. Mr. Karg made a motion to approve the request with Acoma Township recommendations of shared driveways and joining the Acoma Township Road (SSD) district. Seconded by Mr. Knutson. The motion carried unanimously. Mr. Gassow stated this item would be forwarded to the County Board and placed on their regular agenda, Tuesday, Sept. 5, 2006 at 10:00 a.m.

b) CONSIDERATION OF A **CONDITIONAL USE PERMIT** TO ALLOW IMPOUND PARKING LOT LOCATED ON HWY 7 EAST, SECTION 3, HASSAN VALLEY TOWNSHIP, SUBMITTED BY GORDON EVENSON, 1<sup>ST</sup> CLASS TOWING

Chairman Arndt opened the hearing at 5:48 p.m. with the reading of publication #7493 as published in the Hutchinson Leader on Thursday, August 3, 2006.

Ms. Bowers commented on the request for an impound lot for a towing business and explained the area to be used for the lot. She commented on the impound lot. She reported the fenced area will be reduced to 48' X 100'. She reported on the various conditional use permits granted for this property in the past. She stated the rear yard will be screened by a 6' fence. She commented on the following staff recommendations:

1. The impound lot shall be located as indicated on the site plan dated July 19, 2006.
2. A 6-foot high wood fence shall completely enclose the impound lot. Vehicles shall not be stored outside the fence.
3. Any lighting will be directed away from the highway and not be intrusive to passing motorists or adjacent properties.
4. Any signage related to the business must meet the County and Joint Planning Ordinance.
5. The drainage and utility easements shall remain clear to facilitate drainage and shall not be paved.
6. The storage and disposal of hazardous materials from damaged vehicles shall comply with State and Federal regulations.
7. If floor drains are used with interior storage of vehicles, a conforming septic system shall be designed and pumping agreement be created in accordance with ISTS Rules.

Discussion followed on the type of lighting. Mr. Evenson stated if there is lighting it would be probably motion detection lighting and not 24 hour lighting. It would shine directly on the fenced in area. There was discussion on the need for hardsurfacing the parking area. Mr. Evenson stated they will put a catch pan under any leaks from vehicles. Mr. Gassow stated the County does not have an ordinance requiring hardsurfaced parking. Mr. Lauer suggested adding the word "capture" to recommendation # 6.

Dave Hahn, Gaylord, partner, commented on his experience with towing and the use of the heavy metal drip pans. He stated they will dispose of the waste in a container. Mr. Evenson stated there are two garage stalls in the building with a drain to use as an option until the fluids are gone or the vehicle is gone.

Mr. Seller moved to close the hearing. Seconded by Mr. Lauer The hearing closed at 6:00 p.m. Mr. Seller made a motion to approve the request with staff recommendations adding capture to item #6. Seconded by Mr. Wirt. The motion carried unanimously. Mr. Gassow stated this item will be forwarded to the County Board and placed on their regular agenda, Tuesday, September 5, 2006 at 10:00 a.m.

- c) **CONSIDERATION OF A CONDITIONAL USE PERMIT TO ALLOW CONSTRUCTION OF A 5000 SQUARE FOOT POLE TYPE STORAGE SHED FOR A HOME OCCUPATION LOCATED AT 20037 CTY RD 7, HUTCHINSON TOWNSHIP SUBMITTED BY LONNIE KOHLS**

Chairman Arndt opened the hearing at 6:01 p.m. with the reading of publication #7494 as published in the Hutchinson Leader on Thursday, August 3, 2006.

Mr. Gassow commented on the request for an accessory structure over 2000 square feet. He explained the existing business needs additional storage. Staff concerns are with the setback proposed and drainage problems. He stated any floor drains need an ISTS permit. He reported on the condition of no outdoor storage. He reported the staff recommends and approval as follows:

1. No exterior storage of equipment
2. Address water run-off from building and site.

Mr. Kohls stated there will be no cement floor in the building. Mr. Lauer asked about the runoff from the large driveway. Mr. Kohls explained the drainage will not affect neighboring properties. He explained the neighboring property has a swale to protect from runoff. He will move the placement of the shed to alleviate possible drainage problems. Mr. Telecky suggested adding a recommendation indicating the conditional use permit is for this particular use only. He stated drainage problems can be addressed at the time of the permit.

Mr. Lauer moved to close the hearing. Seconded by Mr. Seller. The hearing closed at 6:09 p.m. Mr. Wirt commented on his concern about potential runoff. Mr. Wirt made a motion to approve the request with staff recommendations: 1. No exterior storage of equipment ; 2. Address water run-off from building and site; and 3. The home occupation use must not change. Seconded by Mr. Lauer. The motion carried unanimously. Mr. Gassow stated this item would be forwarded to the County Board and placed on their consent agenda, Tuesday, September 5, 2006.

4. **NEW BUSINESS**

None

5. **OLD BUSINESS**

None

6. **COMMUNICATION FROM STAFF**

None

7. **ADJOURNMENT**

There being no further business the meeting adjourned at 6:24 p.m.

**MINUTES**  
**HUTCHINSON AREA JOINT PLANNING BOARD**  
**Wednesday, September 20, 2006**  
**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: Tom Wirt, Grant Knutson, Mark Seller, Jim Lauer (5:37 p.m.) and Chairman Arndt. Absent: Larry Karg Also present: Larry Gasow, McLeod County Zoning Administrator, 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 August 16 , 2006.

Mr. Wirt made a motion to approve the minutes of August 16, 2006. Seconded by Mr. Seller, the motion carried unanimously.

**3. PUBLIC HEARINGS**

None

**4. NEW BUSINESS**

a) CONSIDERATION OF A FOUR LOT **FINAL PLAT** TO BE KNOWN AS SIOUX HILLS NO. 5 LOCATED IN ACOMA TWP SUBMITTED BY SCOTT AND BART BRADFORD

Mr. Telecky explained the final plat is the same as the approved preliminary plat. He commented on concerns by a neighbor across the road with traffic and lights from the driveways. He reported staff is not opposed to access points from each lot. He stated, if Acoma Twp. agrees to individual driveways, the county would like to see the accesses off-set.

Discussion followed on the possibility of shadow platting. Mr. Telecky explained shadow platting is not in the short term plan. He commented on constraints in platting this area with the DNR land to the west. He stated this is a difficult piece to redevelop.

Mr. Knutson made a motion to recommend approval of the request with staff recommendations. Seconded by Mr. Arndt. The motion carried unanimously. Mr. Telecky stated this item will be placed on the County Board consent agenda at their meeting held October 3, 2006

**5. OLD BUSINESS**

6. **COMMUNICATION FROM STAFF**

7. **ADJOURNMENT**

There being no further business the meeting adjourned at 5:41 p.m.

**MINUTES**  
**HUTCHINSON AREA JOINT PLANNING BOARD**  
**Wednesday, November 15, 2006**  
**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: Tom Wirt, Larry Karg, Mark Seller, Jim Lauer and Chairman Arndt. Absent: Grant Knutson Also present: Rebecca Bowers, City Planner, 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 20, 2006.

Mr. Lauer made a motion to approve the minutes of September 20, 2006. Seconded by Mr. Seller. The motion carried unanimously.

**3. PUBLIC HEARINGS**

a) CONSIDERATION OF **VARIANCE** TO REDUCE FRONT YARD SETBACK FROM 130 FEET TO 127 FEET FOR CONSTRUCTION OF ADDITION TO HOUSE AND GARAGE LOCATED IN SECTION 10, LYNN TWP REQUESTED BY KURT REINER, 17186 VALE AVE

Chairman Arndt opened the hearing at 5:39 p.m. with the reading of publication #7519 published in the Hutchinson Leader on Thursday, November 2, 2006

Mr. Telecky commented on the request for a 5 foot variance to add onto a nonconforming house. He stated the request is for 125'. He explained without the survey he would rather ask for two feet more for the variance. He commented on the request and the location and stated staff does not have objections. He explained construction on an addition has begun on the back of the house. He stated the Joint Planning Ordinance would allow the addition in the back. The variance is for the proposed addition on the front. He presented information from the County Highway Engineer and the proposed route for Vale Ave. He stated the centerline of the road is not changing and the setback will remain at 130 feet. The right of way will not affect the house. Discussion followed on the possibility of the route changing. Mr. Telecky stated the County will try to keep the route the same so they do not have to purchase houses. He explained the proposed garage is not closer than the existing house. It measured approximately 127' from the centerline of the road. As stated earlier, they are asking for a 5 foot variance to cover any differences in measurement.

**Minutes**

**Joint Planning Board – November 15, 2006**

**Page 2**

Margaret Schaefer, neighboring property owner, asked why he was allowed to build before the variance was granted. Mr. Telecky explained the property owner did receive an approved permit for the first addition to the back of the house. Ms. Schaefer stated this variance should have been heard first. Mr. Telecky stated the garage addition needs the variance not the existing addition. Discussion followed on the new road construction not affecting the addition.

Mr. Wirt moved to close the hearing. Seconded by Mr. Karg. The hearing closed at 5:51 p.m. Chairman Arndt abstained from voting. Mr. Lauer made a motion to approve the request for a 5 foot reduction from the centerline of the road with staff recommendations. Seconded by Mr. Wirt. The motion carried unanimously with Chairman Arndt abstaining. Mr. Telecky stated this item would be forwarded to the County Board of Adjustments and placed on their agenda, November 16, 2006 at 9:00 a.m.

b) **CONSIDERATION OF 10 LOT PRELIMINARY PLAT TO BE KNOWN AS RH 1<sup>ST</sup> ADDITION SUBMITTED BY CRAIG REINER AND RONALD HANSEN LOCATED IN SECTION 34, ACOMA TWP**

Chairman Arndt opened the hearing at 5:52 p.m. with the reading of publication #7520 published in the Hutchinson Leader on Thursday, November 2, 2006

Ms. Bowers commented on the request and the location of County Road 115 and former #14 now Cty Rd 76. She explained the background on the proposal and sizes of lots. The Joint Planning Board reviewed and approved the sketch plan earlier. The property was rezoned to I-1 in 2004. The County and City Engineers have reviewed the plat. She commented on the following staff recommendations:

1. Strong consideration should be given to require the new road to be constructed as a through street to eliminate the long cul-de-sac. Redesign of the plat to accommodate a through road may require elimination of lot 9.
2. The two northerly entrances should be combined or an easement provided to utilize the existing entrance to the north.
3. Fire and emergency concerns stated in the attached memos must be addressed.
4. Shadow lines shall be drawn on preliminary plat to show future subdivision potential.
5. A subdivider's agreement is required after the final plat, prior to any construction on site.
6. NPDES permit is required before any grading or construction on site.
7. Building construction shall be limited to building pads identified on the grading plan.
8. Uses shall be limited to the uses allowed within the I-1 zoning district.
9. Plans shall be revised to comply with the recommendations of the City Engineer prior to submittal of the final plat application.

**Minutes**

**Joint Planning Board – November 15, 2006**

**Page 3**

Discussion followed on the industrial development and the construction of the roads and unknown traffic counts. There was a suggestion to make this a private road or place in an SSD. In an SSD the property owners would pay for maintenance of the road. Acoma Township has road standards that must be followed. These concerns have been expressed by the township.

Craig Reiner, property owner, commented on the questions. He will think about the SSD District. He explained the through road is not possible and that County Road 76 is limited to traffic. He stated he does not have access to Hwy 7 without an easement. Discussion followed on regulations of a private road not needing to be to Acoma Specs.

Mr. Telecky explained in the County Subdivision ordinance the road must be public when the development is over 2 lots. He stated this is a similar issue as in the Cotter Addition in Lynn Twp. The issue is who maintains the road. Discussion on who will be responsible to pay to maintain a heavy duty road. Mr. Hanson commented on the truck traffic being slow moving on the cul de sac. There were comments that an SSD doesn't harm the property owners and protects the Township. Mr. Telecky commented on the uses allowed in the I-1 district. There were comments on the fire and engineer requirements. Mr. Reiner reported on his discussion with Fire Chief Brad Emans on the cul de sac diameter in the city being 85' to 90' radius. He stated he used his tractor trailer on the 100 foot diameter and there was no problem. He stated Chief Emans told him there is no issue with a 50 foot radius. Mr. Reiner explained how the fire department would put out fires in a development like this.

Mr. Telecky commented on the fire department report and the County requirements. Discussion followed on the fire department general comments. Discussion followed on the need for more explicit comments or attendance by the author of the memos to address the comments.

Discussion followed on the need for ditches for water runoff. Mr. Reiner stated he has no problem with the Acoma Township road standards. Mr. Reiner will think about the SSD district. Driveway permit processes are being discussed at the township level. Mr. Reiner stated he would be more comfortable with the township taking over the road. He explained extra taxes will be raised by this development and should cover road maintenance.

Mr. Lauer moved to close the hearing. Seconded by Mr. Wirt The hearing closed at 6:25 p.m. Mr. Karg made a motion to approve the request with staff recommendations understanding the applicant construct to Acoma standards and no parking be posted for traffic flow. Seconded by Mr. Lauer noting as-builts must be submitted by the applicant's engineer. Mr. Karg agreed. The motion carried unanimously. Mr. Telecky stated this item would be forwarded to the County Board and placed on their regular agenda, December 19, 2006 at 10:00 a.m.

**4. NEW BUSINESS**

5. **OLD BUSINESS**

There was discussion of road guidelines in the County. Atty. Seborá commented the Joint Planning area could be regulated by City ordinances. The property owners in the Joint Planning Area are nervous about being annexed. Discussion followed on updating the Joint Planning ordinance. Mr. Telecky stated the orderly annexation agreements must be completed before we are able to update the ordinances. Atty. Seborá stated the orderly annexation agreement proposed by the 3 remaining townships is not agreeable to the City.

Mr. Telecky stated the townships should get back to the City to propose an agreement that is agreed to by both entities. Atty. Seborá commented on the County having the underlying control over this district. There was further discussion on the need for Orderly Annexation agreements.

6. **COMMUNICATION FROM STAFF**

Highways 15 and 7 will open Nov 21<sup>st</sup>.

7. **ADJOURNMENT**

There being no further business the meeting adjourned at 6:41 p.m.