

MINUTES
HUTCHINSON AREA JOINT PLANNING BOARD
Wednesday, February 21, 2007
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 (5:40), Larry Karg, Grant Knutson, Mark Seller, Jim Lauer and Chairman Arndt. Absent: None Also present: Larry Gasow, McLeod County Zoning Administrator, Rebecca Bowers, City Planning Director, 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 November 15, 2006.

Mr. Lauer made a motion to approve the minutes of November 15, 2006. Seconded by Mr. Seller, the motion carried unanimously.

3. PUBLIC HEARINGS

a) CONSIDERATION OF A **CONDITIONAL USE PERMIT** TO ALLOW CONSTRUCTION OF A 3200 SQ. FT. SHED LOCATED IN SECTION 19, HASSAN VALLEY TOWNSHIP, LOT 1, BLOCK 1, SCHILLER ADDITION

Chairman Arndt opened the hearing at 5:35 p.m. with the reading of publication #7553 as published in the Hutchinson Leader on Thursday, February 8, 2007.

Mr. Telecky commented on the request and location of the property and the history of the property. He explained the request is to construct a 40' X 80' pole type shed. He commented on the analysis of the property. He explained the ordinance does not allow accessory structures without primary structures, the shed will be permitted with the house permit. He stated the property owner must have a permit for the house and shed together. He reported staff recommend approval with recommendations as follows:

- 1) No storage for any other party (persons) would be allowed.
- 2) Accessory structure shall be no closer to the highway than the house.

Mr. Richard Schiller, property owner, explained he plans on applying for the house permit within the next 30 days.

Discussion followed on the tile line location toward the road and must remain in tact or moved in the event the buildings would be place over the line.

Mr. Knutson moved to close the hearing. Seconded by Mr. Karg, the hearing closed at 5:41 p.m. Mr. Knutson made a motion to approve the request with staff recommendations including the tile line must remain intact or moved if placed under the building. Seconded by Mr. Lauer, the motion carried unanimously. Mr. Telecky stated this item would be forwarded to the County Board and placed on their consent agenda, March 6, 2007 at 9:00 a.m.

4. **NEW BUSINESS**

5. **OLD BUSINESS**

Mr. Knutson asked where we are at with rewriting the ordinance. He stated it needs updating and modification to design for orderly annexation. He would suggest amending the ordinance to allow development of prime agricultural land and also look at feed lot distances. Discussion followed on the hold up of rewriting of the ordinance. The consensus of the board is that the ordinance seems to be held captive by the orderly annexation process. Many things can be looked at without orderly annexation. Mr. Gasow stated the orderly annexation is the key to the development process and good planning. He stated staff is aware that the ordinance does need to be amended in whole or in part. There was further discussion of rewriting the ordinance not in part but whole. The Board agreed on the need for a guideline for the public to plan on and anticipate development.

Lynn Otteson, City Planning Commissioner, commented on the agreements proposed. She explained the Planning Commission will discuss the agreements at their March meeting. She stated the City is looking at an ordinance to address wind generation. She encouraged the Joint Planning Board to do the same.

Mr. Karg stated Acoma Township wants to get the orderly annexation done. He suggested getting the attorneys together to work it out. Atty. Sebora commented on the process ending with approval by the City Council. Mr. Karg asked they work on it together to work it out and negotiate. Atty. Sebora explained he has corresponded to the Township Attorney. Mr. Karg stated Acoma Township agrees with the present map. Discussion followed on the phasing of the growth plan when property is developed in an orderly way. There was further discussion on the tax base levels. Atty. Sebora explained the City Planning Commission will

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review and come back with suggestions. There should be feed back by the City. He stated the City doesn't have to agree to the agreement proposed by the townships.

Bob Anderson, Hassan Valley Township, commented on the orderly annexation agreements and his concerns with annexation.

6. COMMUNICATION FROM STAFF

7. ADJOURNMENT

There being no further business the meeting adjourned at 6:14 p.m.

MINUTES
HUTCHINSON AREA JOINT PLANNING BOARD
Wednesday, March 21, 2007
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 and Chairman Arndt. Absent: Jim Lauer and Grant Knutson Also present: Rebecca Bowers, City Planning Director, Larry Gasow, McLeod County Zoning Administrator, MarcTelecky, McLeod County Assistant Zoning Administrator and Bonnie Baumetz, Planning Coordinator

2. APPROVAL OF MINUTES

a) Consideration of Minutes dated February 21, 2007.

Mr. Wirt made a motion to approve the minutes of February 21, 2007. Seconded by Mr. Seller the motion carried unanimously.

3. PUBLIC HEARINGS

a) **VARIANCE** REQUEST TO ALLOW AN ADDITION TO A NON-CONFORMING BUILDING LOCATED AT 16349 HWY 7 EAST SUBMITTED BY MIKE MICKOLICHEK, PROPERTY OWNER

Chairman Arndt opened the hearing at 5:45 p.m. with the reading of publication #7567 published in the Hutchinson Leader on Thursday, March 8, 2007.

Mr. Telecky commented on the request for a variance to reduce front yard setback from the center line of the frontage road to construct an addition onto an existing non-conforming commercial structure located at 16349 Hwy 7 East. He stated the building is a legal non-conforming structure. He commented on the questions the Board must ask themselves before granting a variance. He explained the reason for the variance. He stated the staff has no objection to the request. There is presently no septic on site. If the variance is approved, a bathroom will be added and a septic must be added. Parking appears to be sufficient.

Mr. Micholicek stated the parking will be to the west of the building.

Mr. Telecky explained why this is a nonconforming building. Discussion on the look of the new building.

Mr. Wirt moved to close the hearing. Seconded by Mr. Karg. The hearing closed at 5:52 p.m. Mr. Wirt made a motion to approve the

request with staff recommendations. Seconded by Mr. Seller, the motion carried unanimously. Mr. Telecky stated this item would be forwarded to the County Board of Adjustments and placed on their agenda, March 22, 2007, at 9:30 a.m.

4. **NEW BUSINESS**

a) **SKETCH PLAN SUBMITTED BY DAVID KIRKPATRICK LOCATED IN LYNN TOWNSHIP FOR A ONE LOT PLAT**

Mr. Gasow commented on the request and location in Lynn Township. He stated Mr. Kirkpatrick owns 20 acres. This will be a 1.75 acre lot. He explained the reasons for a one lot plat and described the area to be platted. The driveway will be a shared drive and not add an access onto road. He stated the sketch does meet the staff criteria and staff has no objection and recommends approval with the following recommendation:

1. Soil borings and perc tests would need to be submitted to McLeod County Environmentalist to determine primary and secondary septic sites and/or potential wetland evaluations prior to preliminary plat.

Mr. Seller 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 April 3, 2007, agenda.

5. **OLD BUSINESS**

6. **COMMUNICATION FROM STAFF**

7. **ADJOURNMENT**

There being no further business the meeting adjourned at 5:58 p.m.

MINUTES
HUTCHINSON AREA JOINT PLANNING BOARD
Wednesday, April 18, 2007
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, Robert Anderson and Chairman Arndt. Absent: Jim Lauer Also present: Larry Gasow, McLeod County Zoning Administrator, Rebecca Bowers, Planning Director, Marc Sebora, City Attorney, Marc Telecky, McLeod County Assistant Zoning Administrator and Bonnie Baumetz, Planning Coordinator

2. OATH OF OFFICE OF NEW JOINT PLANNING BOARD MEMBER ROBERT ANDERSON

3. ELECTION OF OFFICERS

Nominations were opened for Chairman. Mr. Knutson moved to nominate Mr. Arndt for Chairman. The motion was seconded by Mr. Karg. Mr. Knutson moved nominations close and cast a unanimous ballot for Mr. Arndt for Chairman. The motion carried.

Nominations were opened for Vice Chairman. Mr. Wirt moved to nominate Mr. Karg, seconded by Mr. Anderson. Mr. Knutson moved to close nominations and cast a unanimous ballot for Mr. Karg for Vice Chairman. The motion carried.

4. APPROVAL OF MINUTES

a) Consideration of Minutes dated March 21, 2007.

Mr. Wirt made a motion to approve the minutes of March 21, 2007. Seconded by Mr. Karg, the motion carried. Mr. Anderson abstained

5. PUBLIC HEARINGS

a) **CONDITIONAL UE PERMIT REQUESTED BY JAY MALONE MOTORS TO ALLOW A TEMPORARY SITE FOR AUTOMOBILE SALES LOCATED AT 16355 HWY 7 E IN SECTION 33, HUTCHINSON TOWNSHIP**

Chairman Arndt opened the hearing at 5:36 p.m. with the reading of publication #7576 published in the Hutchinson Leader on Thursday, April 5, 2007.

Mr. Telecky commented on the request and explained the location and zoning of the property. He commented on the zoning history. He explained the required size of a parking stall is 9' x 18'. He stated staff would like to see this permit sunset December 31, 2007. Staff would recommend approval with recommendations as follows:

- 1) No more than 100 vehicles placed on this lot at one time.
- 2) Sales trailer and vehicles to be moved at the sunset of the permit.
- 3) Permit to sunset December 31, 2007.

Mr. Telecky reported on his discussions with Joel Froemming representing Jay Malone Motors. He explained storage will stay to the north of the stormwater pond. Mr. Froemming stated he agrees to the recommendations. He explained they will be placing at least 70 cars on the lot with an 8' x 30' sales trailer. There will be no fence or security. Mr. Telecky stated the owner is agreeable to the recommendations.

Discussion followed on the December 31st sunset date and if it needed to be extended. It was decided the applicant must return to the Joint Planning Board if a longer time for the sunset will be necessary.

Mr. Wirt moved to close the hearing. Seconded by Mr. Karg. The hearing closed at 5:43 p.m. Mr. Wirt made a motion to approve the request with staff recommendations, adding recommendation #4 - Maintain appearance of the property, and #5 - Return property to current appearance **or better** when use is completed. 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, May 8, 2007.

6. NEW BUSINESS

- a) **FINAL PLAT TO BE KNOWN AS RH FIRST ADDITION SUBMITTED BY RONALD HANSEN AND CRAIG REINER LOCATED IN SECTION 34, ACOMA TOWNSHIP**

Ms. Bowers commented on the final plat request and the lot sizes. She commented on the preliminary plat concerns with the long cul-de-sac. She reported the applicants are not able to continue the road through the other properties. She commented on the road plan and the final plat drawing. Staff would recommend approval with the following recommendations:

1. The applicants shall submit to the County Board the requirements of the conditions approved as part of the Preliminary Plat.
2. Fire and emergency concerns stated in the attached memos shall be addressed.
3. A subdivider's agreement is required after the final plat, prior to any construction on site.
4. NPDES permit is required before any grading or construction on site.
5. Building construction shall be limited to building pads identified on the grading plan.
6. Uses shall be limited to the uses allowed within the I-1 zoning district.
7. Construction plans shall be revised to comply with the recommendations of the City Engineer.
8. Any change in access along CR 76 will require an access permit.

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9. The applicant shall come to agreement with Acoma Township on the design and construction of the road and provide written approval to the County Planning and Zoning Office prior to recording the final plat.
10. This request will not be forwarded onto the County Board until the agreement has been signed and the opinion of title has been reviewed by the County Attorney.

Mr. Gasow commented on the County Engineer's response to the access requirements noting no additional access points may be created onto CSAH 115 and any change in access to CR 76 will require an access permit.

Discussion followed on the cul-de-sac size. Jim Popp, Fire Inspector, stated a 50' cul-de-sac is allowed provided there is no parking on the cul-de-sac. No parking signs must be placed on the access road and cul-de-sac at approved intervals.

Mr. Reiner stated there is no reason for parking on the cul-de-sac which will be posted.

Discussion followed on electric availability. Mr. Reiner stated 3 phase electric is available to the plat.

Ms. Bowers stated Mr. Lauer was also concerned about the fire access which has been addressed.

Mr. Karg commented on requiring "No Outlet", "No Parking Anytime" and "No Parking on the cul-de- sac" signage into the development. He stated he has no problem with the plan. Mr. Karg stated Acoma Township would like an engineer to sign off on the "as built" when completed.

Mr. Telecky explained the conditions will be added to the Subdividers Agreement.

Mr. Karg made a motion to approve the request with staff recommendations adding the No Outlet and No Parking signage on the property and the sign-off on the "as-builts" by an engineer. 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 8, 2007, and before recording the plat the subdivision agreement must be signed.

7. OLD BUSINESS

8. COMMUNICATION FROM STAFF

9. ADJOURNMENT

There being no further business the meeting adjourned at 5:55 p.m.

MINUTES
HUTCHINSON AREA JOINT PLANNING BOARD
Wednesday, May 16, 2007
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, Robert Anderson, Jim Lauer and Chairman Arndt. Absent: Also present: Rebecca Bowers, City Planning Director, 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 April 18, 2007.

Mr. Knutson made a motion to approve the minutes as amended of April 18, 2007. Seconded by Mr. Wirt, the motion carried unanimously.

3. PUBLIC HEARINGS

a) VARIANCE TO REDUCE FRONT YARD SETBACK FOR ADDITION TO A NONCONFORMING BUILDING LOCATED AT 18358 203RD STREET, IN SECTION 31, HUTCHINSON TOWNSHIP

Chairman Arndt opened the hearing at 5:31 p.m. with the reading of publication #7584 published in the Hutchinson Leader on Thursday, May 3, 2007.

Mr. Telecky commented on the request and the location. He stated the applicant is requesting to reduce front yard setback from 40 feet to 35 feet from the right of way of 203rd Street to construct an addition onto an existing non-conforming storage building to convert the building into a gymnastics and dance studio. He reported there is a concern if the applicant needed room to replace the septic and well. On-site parking must be accommodated. Twenty eight spaces will be required two of which must be handicapped stalls. All parking spaces shall be 10 feet from the road right-of-way.

Consideration should be given to the increased use of the lot. He explained the questions to be asked in granting a variance.

Discussion followed on the possibility of City sewer to this area.

Mr. Telecky stated the applicants are planning on adding a new septic. Mr. Barton, property owner, stated there are only holding tanks now and he will be adding a septic.

There was discussion on the amount of parking required and room for 28 spaces with the septic. Michelle Barton, property owner, commented on the usage and class hours. She stated no events will be run from this site. The High School will be used for events. Mr. Telecky explained the section of the ordinance used for the calculation of parking. Discussion followed of the chance for parking on the road. Mr. Barton commented on the area to be used for parking. Mr. Telecky commented on the drainage and elevations of the property. Discussion followed on the road conditions and the drainage in the area.

Bruce Pederson, Hutch Electric, stated his concerns with traffic on the gravel road and the dust created. He stated he would like the road tarred if there will be commercial uses in the area. He is concerned with parking issues and drainage issues in the area.

Kathy Krsiean, property owner to the west, voiced concerned with the dust created now and in the future. She asked if the township would do something about the dust. Ms. Barton stated her hours will be 4 p.m.-8 p.m., Monday–Thursday. Gary Krsiean stated the SE corner collects water. Discussion followed regarding dust coating the road.

Mr. Telecky explained the use is permitted. The variance is for the building setback to the road.

Mr. Telecky commented on the staff recommendations as follows if approved:

- 1) Parking area shall be established and signed per Hutchinson Joint Planning Ordinance.
- 2) Performance Standards found in the Hutchinson Joint Planning Ordinance shall be followed to retrofit any pre-existing non-conformity.

Mr. Lauer moved to close the hearing. Seconded by Mr. Knutson. The hearing closed at 5:56 p.m. Mr. Wirt made a motion to approve the request with staff recommendations. Seconded by Mr. Knutson. Mr. Telecky asked the board if the number of parking spaces would be an issue. The consensus of the board is to stay with 28 spaces. The motion carried unanimously. Mr. Telecky stated this item would be forwarded to the County Board of Adjustments and placed on their agenda , May 24th, 2007 at 9:30 a.m.

4. **NEW BUSINESS**
5. **OLD BUSINESS**
6. **COMMUNICATION FROM STAFF**
7. **ADJOURNMENT**

There being no further business the meeting adjourned at 6:00 p.m.

MINUTES
HUTCHINSON AREA JOINT PLANNING BOARD
Wednesday, June 20, 2007
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, Jim Lauer and Chairman Arndt. Absent: Robert Anderson and Larry Karg Also present: Rebecca Bowers, City 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 May 16, 2007.

Mr. Knutson made a motion to approve the minutes of May 16, 2007. Seconded by Mr. Lauer, the motion carried unanimously.

3. PUBLIC HEARINGS

a) ONE LOT PRELIMINARY PLAT SUBMITTED BY DAVID KIRKPATRICK FOR PRAIRIES EDGE LOCATED IN SECTION 13, LYNN TOWNSHIP

Chairman Arndt opened the hearing at 5:32 p.m. with the reading of publication #7593 as published in the Hutchinson Leader on Thursday, June 7, 2007.

Mr. Telecky commented on the 1.96 acre one lot plat. County Board approved the sketch in March, 2007. He stated the buildable area is 1.73 acre. The parcel is zoned agricultural. The property is located in Lynn Township. He stated the area is relatively flat and the plat will be south of the farmstead access. The plat meets the criteria to justify difficult to farm. He commented on the following condition: (1) There must be a shared access with the existing farmstead.

Mr. Lauer moved to close the hearing. Seconded by Mr. Knutson. The hearing closed at 5:36 p.m. Mr. Knutson made a motion to approve the request with staff recommendations of the shared access. Seconded by Mr. Lauer. Discussion followed with Mr. Lauer reporting that Lynn Township also recommends a shared access. The motion carried unanimously. Mr. Telecky stated this item would be forwarded to the County Board and placed on their consent agenda, July 3, 2007 at 9:00 a.m.

4. NEW BUSINESS

a) SKETCH PLAN SUBMITTED BY WAYNE TRANA LOCATED IN SECTION 29, HUTCHINSON TOWNSHIP

Mr. Telecky commented on the request being for a 2 lot plat. He stated the parcel is a total of 16 acres. The “hard to farm” requirement criteria has been met. He explained the two lot plat sketch plan. The 3.3 acre lot is the building lot. The 7.5 acre parcel will remain with the existing building site. He again explained the sketch plan is a 2 lot sketch. Staff recommendations were as follows:

1. Soil borings and perc tests would need to be submitted to McLeod County Environmentalist to determine primary and secondary septic sites and/or potential wetland evaluations prior to preliminary plat.

Discussion followed on the 2 lot plat. Ms. Sorensen, applicant, stated there is an existing approach which will be used for the driveway. Mr. Telecky stated access issues will be addressed in the preliminary plat. It appears there are two existing approaches.

Mr. Wirt made a motion to approve the request with staff recommendations. Seconded by Mr. Knutson. Discussion followed with Mr. Telecky stating there may need to be a wetland delineation. The motion carried unanimously. Mr. Telecky stated this item would be forwarded to the County Board and placed on their consent agenda , July 3, 2007 at 9:00 a.m.

5. **OLD BUSINESS**

6. **COMMUNICATION FROM STAFF**

7. **ADJOURNMENT**

There being no further business the meeting adjourned at 5:50 p.m.

MINUTES
HUTCHINSON AREA JOINT PLANNING BOARD
Wednesday, August 15, 2007
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, Robert Anderson, Jim Lauer and Chairman Arndt. Absent: Larry Karg 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 June 20, 2007.

Mr. Lauer made a motion to approve the minutes of June 20, 2007. Seconded by Mr. Knutson, the motion carried unanimously.

3. PUBLIC HEARINGS

a) VARIANCE TO REDUCE FRONT SETBACK TO ALLOW CONSTRUCTION OF HOUSE 85 FEET FROM CENTER LINE OF ROAD LOCATED AT 20708 HWY 15 N, SECTION 30, HUTCHINSON TOWNSHIP

Chairman Arndt opened the hearing at 5:30 p.m. with the reading of publication #7606 published in the Hutchinson Leader on Thursday, August 2, 2007.

Mr. Telecky commented on the request to replace the existing house and the reduce front yard setback. He stated the building site was encroached upon by the reconstruction of Hwy 15 in the early 1990's The current dwelling is a legal non-conforming structure. He explained the building site would have to be altered to meet the current setback of 130 feet. He stated the Board must ask themselves the following questions before granting any variance:

- 1) Is the request reasonable?
- 2) Has the hardship been created by the landowner?
- 3) Would the request alter the essential character of the area?
- 4) Is the request consistent with the Joint Planning Ordinance and McLeod County Comprehensive Plan?

He read into the record the MNDOT letter regarding the proposal and commented on leaving the setback at 130 feet. He stated staff has no objections since the site is an existing non-conforming site.

Discussion followed on the property well and septic locations. There are also low areas to the rear of the property. There was also discussion on the hardship. There was discussion on the possible future expansion of Highway 15.

Mr. Telecky explained the questions to be asked by each of the Board members. He stated staff is trying to be consistent in all requests. He explained, if the property is annexed in the future, this setback may be allowed in the City. Discussion followed on the MNDOT review.

Beau Munsell, Excelsior Homes, commented on the ability to move the house a few feet further from the Hwy. He explained this is the high portion of the lot and stated the rear is lower and wet.

Mr. Wirt moved to close the hearing. Seconded by Mr. Lauer. The hearing closed at 5:44 p.m. Mr. Anderson made a motion to approve the request. Seconded by Mr. Wirt. The motion carried unanimously. Mr. Telecky stated this item would be forwarded to the County Board of Adjustment and placed on their agenda, August 23, 2007.

- b) REZONE PROPERTY FROM AGRICULTURAL DISTRICT TO FRINGE COMMERCIAL (C4) LOCATED AT 1420 ADAMS STREET S.E. IN SECTION 8, HASSAN VALLEY TOWNSHIP SUBMITTED BY HUTCHINSON COOP

Chairman Arndt opened the hearing at 5:45 p.m. with the reading of publication #7606 published in the Hutchinson Leader on Thursday, August 2, 2007.

Mr. Telecky commented on the request and the location which is presently operated by Hutchinson Coop. He explained the permitted uses in the Fringe Commercial District. He stated the property had a special use permit in 1980 for the plant presently on the property. There is a commercial building on site. He reported any State highway access must be approved by MnDOT.

Staff has no objection to the request since there is already a Hutch Coop building on the site and the site is surrounded by fringe commercial zoning.

Mr. Anderson stated he would like to table this item to the next meeting to ask the applicants questions.

Mr. Anderson moved to close the hearing. Seconded by Mr. Wirt. The hearing closed at 5:49 p.m. Mr. Anderson made a motion to continue the request to the next meeting or call a special meeting. Seconded by Mr. Wirt. The motion carried with Mr. Anderson, Mr. Wirt and Mr. Lauer voting aye. Mr. Knutson and Mr. Arndt voting nay.

4. NEW BUSINESS

a) **THREE LOT SKETCH PLAN OF WOOSTER PROPERTIES LOCATED IN SECTION 8, HASSAN VALLEY TOWNSHIP**

Mr. Gasow commented on the request to create three new lots including the existing building site. He explained the location of the property. Staff recommends approval with the following recommendations:

1. Proposed Lot #3 be denied while Lot #1 be approved at the sketch plan level.
2. Soil borings and perc tests would need to be submitted to McLeod County Environmentalist to determine primary and secondary septic sites and/or potential wetland evaluations prior to preliminary plat.
3. Topographic maps and survey indicate floodplain and bluff area on the preliminary plat if approved.

He explained the 3rd lot would not be a buildable lot. He reported the 1st lot would be a buildable lot for a home and home occupation.

Discussion followed on setback requirements and area for septic on lot number 3. Mr. Gasow stated no variances would be allowed on the 3rd lot if platted as a non-conforming lot. Mr. Knutson explained the proposed lot 3 was determined to be unbuildable when County 8 was constructed. Mr. Telecky commented on the setbacks being met in whether the property were City or County. The question was asked how would the property owners prove lot 3 was buildable. Mr. Gasow commented on the need for a survey and soil borings. Access was also discussed.

Mr. Wooster, property owner, inquired as to the procedure to clarify the possibility of the 3rd lot.

Mr. Gasow would recommended a survey be provided before application for a preliminary plat.

Mr. Telecky commented on the existing non-conforming house. The existing lot must be platted to meet the criteria.

Mr. Anderson made a motion to approve at least one split and if they can make a two lot split make it two. The motion failed for lack of a second. Mr. Knutson explained they could make a motion on the one lot split

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sketch plan and approve, if the 2 lot split proved feasible the preliminary plat could be a two lot split or three lot plat. He explained they also could table until a survey is provided for the sketch plan. Mr. Wooster stated they are not in a hurry and it can be tabled. Mr. Anderson moved to table the request to next month. Seconded by Mr. Wirt, the motion carried unanimously.

5. OLD BUSINESS

6. COMMUNICATION FROM STAFF

7. ADJOURNMENT

There being no further business the meeting adjourned at 6:14 p.m.

MINUTES
HUTCHINSON AREA JOINT PLANNING BOARD
SPECIAL MEETING
Wednesday, August 29, 2007
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 (5:04 p.m.), Robert Anderson, Jim Lauer and Chairman Arndt. Absent: Larry Karg Also present: Larry Gasow, McLeod County Zoning Administrator, Rebecca Bowers, City Planning Director, Marc Telecky, McLeod County Assistant Zoning Administrator and Bonnie Baumetz, Planning Coordinator

2. **PUBLIC HEARINGS**

3. **NEW BUSINESS**

4. **OLD BUSINESS**

- a) REZONE PROPERTY FROM AGRICULTURAL DISTRICT TO FRINGE COMMERCIAL (C4) LOCATED AT 1420 ADAMS STREET S.E. IN SECTION 8, HASSAN VALLEY TOWNSHIP SUBMITTED BY HUTCHINSON CO-OP (***TABLED FROM AUGUST 15, 2007 MEETING***)

Mr. Telecky updated the Board on the request. He commented on the location and parcels involved. He explained the reason for the rezoning. He commented on the uses permitted in the C4 and again explained that staff has no objection to the request since there is already a Hutch Co-op building on the 6 acre site and the site is surrounded by fringe commercial zoning.

Discussion followed on the need for a septic system. Mr. Telecky explained they currently do not need a septic but would need one if an office with facilities were constructed. There is a well on the property presently. There was a question regarding real estate taxes. Mr. Conner, Co-op general manager, answered that they do pay real estate taxes. He stated he is working with the billboard sign company regarding the purchase of the property the billboard is on. He stated the City did purchase the present location on 3rd Avenue. Discussion followed on the parcel owned by the Co-op on Adams St. Mr. Conner stated they will acquire the property. There will be no change to the existing buildings. There is room for a new building. Mr. Conner stated the Maki painting building will be demolished.

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Paul Barchenger, Hutch Co-op, commented on the dimensions of the proposed plant and stated the building will be 104' x 138'. The building height will be 46.5 feet. There was discussion on the 3rd Ave property. Mr. Barchenger stated the building on 3rd Avenue needed to be replaced. The current plant is smaller than the proposed plant on Adams Street

Discussion followed on the protection of the Creekside stormwater pond. Mr. Telecky stated there may be a need for a NPDS permit in the future.

Mr. Anderson made a motion to recommend approval of the request with staff recommendations. Seconded by Mr. Knutson, the motion carried unanimously. Mr. Gasow stated this item will be placed on the County Board regular agenda at their meeting held Sept 4, 2007, at 9:30 a.m.

5. COMMUNICATION FROM STAFF

6. ADJOURNMENT

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

MINUTES
HUTCHINSON AREA JOINT PLANNING BOARD
Wednesday, September 19, 2007
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, Robert Anderson, Jim Lauer and Chairman Arndt. Absent: None Also present: Larry Gasow, McLeod County Zoning Administrator, Rebecca Bowers, City Planning Director and Bonnie Baumetz, Planning Coordinator

2. APPROVAL OF MINUTES

a) Consideration of Minutes dated August 15, 2007, and August 29, 2007.

Mr. Anderson made a motion to approve the minutes of August 15, 2007. Seconded by Mr. Lauer, the motion carried unanimously. Mr. Anderson made a motion to approve the minutes of the special meeting on August 29, 2007. Seconded by Mr. Wirt, the motion carried unanimously.

3. PUBLIC HEARINGS

4. NEW BUSINESS

a) CONSIDERATION OF A ONE LOT FINAL PLAT FOR PRAIRIES EDGE SUBMITTED BY DAVID KIRKPATRICK, SECTION 13, LYNN TOWNSHIP

Mr. Gasow commented on the request for the final plat of the one lot split. He stated the property is approximately 1.96 acres being split off the present site. The Opinion of Title has been received and will be reviewed by the County Attorney. The zoning will remain agricultural. He stated based on soil borings and perc tests the site will accommodate two on-site septic systems. He explained the property owner holds a feedlot permit and the feedlot setback is not an issue. Mr. Gasow stated the shared access will be off County 7. Staff recommends approval of the final plat.

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 County Board and placed on their consent agenda, October 2, 2007.

- b) CONSIDERATION OF A ONE LOT SKETCH PLAN SUBMITTED BY DAVID WEGSCHIED LOCATED IN SECTION 2, LYNN TOWNSHIP (REDETZKE PROPERTY)

Ms. Bowers explained the sketch plan and location. She reported staff would recommend access off Otter Street and not a shared driveway due to possible future development. There are existing ingress/egress easements over the property, including an easement to the north for the existing driveway and another easement through the middle of the property. She explained the ordinance regulating subdivisions. Staff would recommend approval with the following recommendations:

1. Additional information is required regarding the location of these easements through the middle of the property and the building site planned accordingly.
2. Driveway access shall be from Otter Street
3. Soil borings and perc tests would need to be submitted to McLeod County Environmentalist to determine primary and secondary septic sites and/or potential wetland evaluations prior to preliminary plat.

Ms. Bowers explained the City Comprehensive Plan suggests this property as traditional residential. Discussion followed on the possibility of ghost platting. Mr. Gasow stated one large lot would not need to be ghost platted.

Lynn Township reviewed the request and clearly defined the north property line of the lot be located on the south side of the driveway and they also would recommend access to the property off Otter Street.

Mr. Lauer made a motion to approve the request with staff recommendations. Seconded by Mr. Wirt. Discussion followed regarding the property line to the north and the driveway. Mr. Wegschied commented on the property line split in the middle of the driveway. He stated there are two easements on the property. He explained access from Otter Street would be difficult. Mr. Wegschied also stated the location of the house will be to the east end of the property which is the highest point. The motion carried unanimously. Mr. Gasow stated this item would be forwarded to the County Board and placed on their consent agenda, October 2, 2007

5. OLD BUSINESS

- a) CONSIDERATION OF SKETCH PLAN (**TABLED FROM AUGUST MEETING**) SUBMITTED BY NICK AND KIM WOOSTER LOCATED IN SECTION 8, HASSAN VALLEY TOWNSHIP

Mr. Gasow commented on the sketch plan which was tabled from last month. He explained that originally this was to be a 3 lot plat and after meeting with staff, the Wooster's decided on a one lot split. He

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commented on the difficulty of replacing the existing house to meet setbacks, if destroyed, because of the bluff. The County Hwy department may have issues with a second driveway on Adams Street. There may need to be a shared driveway for both lots. Staff would recommend approval with the following staff recommendations:

1. Proposed lot split be approved at the sketch plan level.
2. Soil borings and perc tests would need to be submitted to McLeod County Environmentalist to determine primary and secondary septic sites and/or potential wetland evaluations prior to preliminary plat.
3. Topographic maps and survey indicating floodplain and bluff area on the preliminary plat if approved.

Mr. Wooster asked when the highway department would make the decision of driveway placement. Mr. Gasow suggested he contact the highway department as soon as possible for their input.

Discussion followed on concerns of residential development being an appropriate use since it abuts Creekside which is an industrial use. Mr. Anderson stated large trees would be a good buffer from the Creekside process. There was further discussion of residential near the industrial district.

Mr. Wooster explained he lives there presently. He asked what I/C means. Ms. Bowers explained there are no permitted uses in the I/C district and all changes need a conditional use permit. Mr. Wooster stated they are prepared to proceed as scheduled.

Mr. Anderson made a motion to approve the request with staff recommendations. Seconded by Mr. Knutson. Discussion followed. Mr. Gasow stated any screening would be the responsibility of the residential use. The motion carried 5 ayes to 1 nay. The roll call vote was as follows: Ayes: Robert Anderson, Jim Lauer, Tom Wirt, Bill Arndt and Grant Knutson. Nays: Larry Karg. Mr. Gasow stated this item would be forwarded to the County Board and placed on their consent agenda, Oct 2, 2007.

6. COMMUNICATION FROM STAFF

7. ADJOURNMENT

There being no further business the meeting adjourned at 6:20 p.m.

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HUTCHINSON AREA JOINT PLANNING BOARD
Wednesday, November 21, 2007
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, Robert Anderson, Jim Lauer and Chairman Arndt. Absent: Also present: Larry Gasow, McLeod County Zoning Administrator, Rebecca Bowers, City Planning Director, Marc Sebor, City Attorney, Marc Telecky, McLeod County Assistant Zoning Administrator and Roger Berggren, McLeod County Environmental Services

2. APPROVAL OF MINUTES

a) Consideration of Minutes dated September 19, 2007.

Mr. Wirt made a motion to approve the minutes of September 19, 2007. Seconded by Mr. Knutson. The motion carried unanimously.

3. PUBLIC HEARINGS

a) ONE LOT PRELIMINARY PLAT OF RAETHER ADDITION SUBMITTED BY KON AND DIANE SORENSON LOCATED IN SECTION 29, HUTCHINSON TOWNSHIP

Chairman Arndt opened the hearing at 5:35 p.m. with the reading of publication #7624 published in the Hutchinson Leader on Thursday, November 8, 2007.

Mr. Telecky stated the request is for a one lot preliminary plat located in Hutchinson Township. The proposed lot will be 3.65 acres. The property is zoned Agricultural. There is an existing building site on the property which will be split into 2 parcels. He commented on the criteria for higher density development in the agricultural district of more than one dwelling per quarter-quarter section on difficult to farm has been determined by the approval of the sketch plan approved on June 20, 2007. The plat indicates the potential of future subdividing once annexed into Hutchinson. There is an existing field approach which would need to be upgraded by the McLeod County Highway Engineer for a driveway. Mr. Telecky stated staff recommends approval based on the criteria to plat. This parcel is considered difficult to farm and is located within one mile of the municipal boundary.

The applicant was not present and there was discussion whether or not to table this item.

There was discussion on the plat indicating soil borings for septic locations. The lot to be platted is in the same quarter-quarter section as the main property. The wetland areas were discussed at the sketch plan level and borings were turned in.

Jeff Jensen, neighboring property owner, asked if the property had been sold. Staff reported they understand there is a buyer.

Mr. Wirt moved to close the hearing. Seconded by Chairman Arndt. The hearing closed at 5:45 p.m. Mr. Wirt made a motion to approve the request with staff recommendations. Seconded by Mr. Knutson the motion carried unanimously. This item will be forwarded to the County Board and placed on their consent agenda, December 6, 2007.

4. NEW BUSINESS

None

5. OLD BUSINESS

None

6. COMMUNICATION FROM STAFF

Mr. Gasow gave background on Mr. Luthens request to expand his dairy herd. Mr. Berggren and Mr. Luthens have discussed options of possibly revising the Joint Planning Ordinance. They also discussed if the Luthens operation was intentionally included in the Joint Planning Area. Mr. Knutson stated he was in Lynn Township at the time the Joint Planning Area was decided and stated they did not intentionally draw the line to include Luthens property.

Mr. Luthens said he had 1,600 animal units when the Joint Planning Area and Ordinance was approved.

Mr. Anderson said the Joint Planning Area should be reduced to exclude prime agriculture land.

Mr. Knutson stated the language in the ordinance was to discourage new feed lots. It was not a plan to restrict existing uses. He said Luthens was grandfathered-in. Mr. Lauer questioned whether the ordinance would grandfather-in any expansion. He understood that it would not allow expansion. There was discussion on what "grandfathered-in" meant.

Atty. Sebora said he would need more information. However, it is reasonable that Mr. Luthens is allowed the existing number and the expansion is another use. He mentioned the impact on other feed lots. Atty. Sebora stated there needs to be the same limits on all expansions and other MPCA requirements.

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Mr. Luthens feedlot is presently at 1,620 animal units and he wants to expand to 2,500 animal units.

Atty. Seborá recommended more information before action.

Mr. Berggren explained Mr. Luthens would like to add another 693 milk cows. This equals 970 animal units for a total of 2,590 animal units. He stated the Luthens feed lot was permitted before the Joint Planning ordinances were in place and they had their MPCA permits. He explained the local level cannot approve this large operation and gave background on other feed lots in the Joint Planning Area which are all smaller than Luthens.

Mr. Wirt asked if permits can be transferred.

Discussion followed on who would be involved in the decision of moving the Joint Planning Area line. The purpose of the Joint Planning Area was discussed. Was it to keep City and County involved with the townships?

Mr. Gasow asked if this was part of another feed lot purchase. Mr. Luthens said it is a longer term plan and he is looking at another purchase of a farm in Glencoe. Both options are combined. Mr. Karg asked for more details. Mr. Luthens explained more about the operation. Mr. Knutson asked if Creekside is part of the operation. Discussion followed on the methane digester project.

Atty. Seborá directed this item be placed on the next month agenda for consideration to discuss modifying the ordinance.

Mr. Knutson asked Mr. Luthens his timeframe. Mr. Luthens replied he anticipates the Summer of 2008. The permitting process takes time. Mr. Knutson stated he wants to work with them and the business is good for the community.

7. ADJOURNMENT

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