

MINUTES OF PLANNING COMMISSION MEETING

June 9, 2014

Pursuant to due call and notice thereof, a regular Planning Commission meeting was held at City Hall on the 9th day of June, 2014 at 6:30 PM

THE FOLLOWING MEMBERS WERE PRESENT: Dean, Borgstrom, Egglar (arrived at 6:32pm), Ferris, Sannes and Torkelson

THE FOLLOWING WERE ABSENT: Rischette

THE FOLLOWING WERE ALSO PRESENT: Community Development Director Mike Martin and Admin Assistant Weigel, Finance Director Zaworski, Library Director Tiff, Leland Gray and Heber Slabbert of Leland A. Gray, Architect, Earl Kopp, Greg Kuball, Sandy Musolf, Karen Tracy, John Talcott, Earlene King, Rev. Clint Patterson, Don Ness, Barb Pike and Helen Lippert.

CALL TO ORDER: Chairman Dean called the meeting to order at 6:30 PM.

MINUTES OF PREVIOUS PLANNING COMMISSION MEETINGS: Sannes made a motion to approve the minutes from May 12, 2014, Borgstrom seconded. Ayes: Dean, Borgstrom, Ferris, Sannes and Torkelson

PUBLIC HEARING OPENED FOR KASSON MEADOWS 6th FINAL PLAT: Community Development Director Martin informed the Commission that a Development Agreement has been agreed upon and as part of the agreement the developer will be able to pull 7 building permits and then the road will need to be finished 100% before the remaining 6 lots can be built on

Earl Kopp – 702 20th Street NE: Mr. Kopp was present to discuss the various concerns he has with the plat process of Kasson Meadows 6th. PUBLIC HEARING CLOSED

COMMISSIONER DISCUSSION

Chairperson Dean asked for Commissioner input and thoughts.

Commissioner Borgstrom: In regards to the plat process everything seems to be satisfied.

Commissioner Sannes: Wanted to know what the Commission's role tonight was regarding the concerns that Mr. Kopp brought up. Martin responded that all 13 lots in this plat do conform to the zoning standard.

Commissioner Torkelson: This is good, it's been done before although it's not ideal we have made it work.

Commissioner Egglar: Is there a way to use the 19th Street access road as Kopp suggested? Martin stated that we can't legally keep anything off of constituted streets but it will be up to Public Works Director and the Streets Supervisor.

Commissioner Ferris: Clarified that this development agreement is for this point going forward, this does not relate to anything in the past with previous subdivisions.

Chairperson Dean: Asked if there was a development agreement to repair 20th Street NE. Martin stated that there was a separate agreement to address the issues remaining from Kasson Meadow's 5th.

Motion: Sannes made a motion to approve the resolution with conditions, second by Torkelson. Ayes – Dean, Torkelson, Egglar, Ferris, Sannes and Borgstrom Nays – none.

PUBLIC HEARING OPENED FOR HARDWARE HANK ELECTRONIC READER CUP: Community Development Director Martin stated that this sign is 2½ feet tall by 10 feet wide, which is the same as the others that have been recently approved. This sign will be closer to the building than the road.

Sandy Musolf – 307 4th St SW: Mrs. Musolf requested that the comment be read. Chairperson Dean read the comment submitted by Jerry Struthers (12 4th St SW). Mrs. Musolf then stated that she felt the electronic signs on Mantorville Avenue were a traffic hazard and feels a moratorium should be put into place. **Karen Tracy – 607 W. Main St:** Mrs. Tracy indicated that sign is needed for Hardware Hank but that they are a distraction and a hazard to public safety. PUBLIC HEARING CLOSED

COMMISSIONER DISCUSSION

Chairperson Dean asked for Commissioner input and thoughts.

Commissioner Borgstrom: Verified that the hours would be the same as the CUP for the Shopko electronic sign. Martin stated that yes, the conditions are that the sign be off from 11pm to 6am daily.

Commissioner Sannes: No questions

Commissioner Torkelson: No questions

Commissioner Egger: No questions

Commissioner Ferris: No questions

Motion: Egger made a motion to approve the resolution with conditions, second by Borgstrom. Ayes – Dean, Torkelson, Egger, Ferris, Sannes and Borgstrom, Nays – none.

Community Development Director Martin informed the Commissioners that to put a moratorium into place would require an amendment to the zoning code, which has been done in the past and would require a separate motion.

DISCUSSION OF KASSON LIBRARY CUP: **Community Development Director Martin** stated that the Kasson Public Library Board of Directors is requesting a Conditional Use Permit for a Community Building and Library in the West Park location. This request is for the parcel only not for the building location or type of building.

Leland Gray of Leland A. Gray, Architect: Mr. Gray has been working with the Library Board for several months and they feel that the suitability of this site for the public library and community safe room is a great fit for library, church and park. The importance of the CUP approval at this time is to start getting soil samples, fundraising and grant writing. Commissioner Borgstrom asked what the size of the library would be. Mr. Gray stated 14,000 square feet. Borgstrom asked how long will a library that size last for a community the size of Kasson before it would need to expand again. Mr. Gray stated that this is a generous size and gives Kasson Public Library room to grow internally before having to add externally. Mr. Gray feels that it would be common to build additional library branches/locations before having to expand at this building. This will suit the needs of the community and Kasson Public Library for many many years according to Mr. Gray. Commissioner Borgstrom asked how many people can fit into this building when it's being used as a storm shelter. Gray stated that this building would hold 3,000 to 4,000 people easily, the problem with tornados is they happen very quickly and it's sometimes difficult to get people there in the short amount of time before a tornado hits and the public is notified. Gray stated that the shelters are better understood and designed today than they were in the past. This entire building will be tornado proof, not just one part. Commissioner Borgstrom asked if anyone had talked with the church and he was told that yes there had been dialog. Greg Kuball, Chairperson of the Park Board spoke on behalf of the Park Board. The playground equipment will stay in the park, although there has not been a final determination as to where. The ball diamond will be moved or made smaller and other amenities will be added such as basketball and tennis courts. At this time the ball field isn't being used in that park because of inadequate lighting which will cost around \$40,000 to install, there are other less expensive options for this park and suitable ball fields in other parks in town. **Karen Tracy – 607 Main St W:** Mrs. Tracy's concern is with the drainage, if the building is built up where will the water go? Something needs to be done to address this issue. **Don Ness:** Asked if this is to be a tornado shelter shouldn't it be available to

the public 24 hours a day, how will that work for a library? **Clint Patterson – 401 8th Ave NW, Reverend of First Presbyterian Church and SELCO Dodge County Representative:** On behalf of the church they would have no problem with a Library being there, however they would like to see the playground equipment stay and the drainage issue addressed. He feels that this community needs a larger library for the usage that it gets. **Earlene King, Chairperson Kasson Public Library Building Committee:** Mrs. King wanted to address Mr. Ness' question regarding the accessibility of the shelter during non-library hours. Police and Fire officials will have access to the building in accordance with FEMA guidelines. **Barb Pike – 211 8th Ave NW:** Ms. Pike stated that this was the best proposed site yet in the cc years that the library has been looking to build. Pike commented that the drainage issue will be addressed with the building permit and if the commission wants the playground equipment to stay it should be in the conditions of the permit. Will Lambert stated that the older population is growing and the city the size of Kasson should have a senior center, it would be nice to have this Library space for the seniors to use. **Karen Tracy** asked if the residents taxes would increase. **Finance Director Zaworski** stated that the City Council and the Library Board have been setting aside money in anticipation of a new library building. Money has also been allocated from the Energy Conservation program to help with energy efficient lighting and measures. Fundraising and grant writing will also be started with the Conditional Use Permit has been approved. **Art Tiff – Library Director** stated that the library averages 90-95 patrons a day. Today there were 144 and 37 in attendance for story time. The current capacity of the library according to the fire marshal is 38 including staff, there simply isn't enough space for the activities and uses the library needs. **John Talcott, Friends of the Library ex officio and Library Building Committee Member** is not surprised that this is a contentious issue but it is in fact the best site available for the Library and it is an enhancement to the park. The Park Board is in agreement with the Library Board and Building Committee. Talcott feels that this building will be around for at least 200 years, it will use very little natural gas and will be a space for people to use during and after storms and other natural or human disasters. **Helen Lippert** asked if there will be a place for senior citizens in this community building.

PUBLIC HEARING CLOSED

COMMISSIONER DISCUSSION

Chairperson Dean asked for Commissioner input and thoughts.

Commissioner Borgstrom: Would like to see more of a drainage development plan. Feels that we are stepping out of the guidelines and we need to protect the neighbors and their concerns. Also reminded the commission that if action isn't taken on this in 60 days it's automatically put into place.

Chairperson Dean asked if there was a generic conditional use permit that we could use. Community Development Director Martin stated that with a lot this size that that was an option. Mr. Gray stated that the options could be narrowed down.

Commissioner Sannes: The nature of sports is changing and this park area may lose a baseball diamond but could add other sports that are of interest to the community.

Commissioner Torkelson: Agrees with keeping the playground equipment the library and a park all go well together.

Commissioner Egger: How can we keep this project moving without having to table it. Martin stated that this is a permitted use and the commission can not deny the conditional use permit but can place certain restrictions and conditions by ordinance.

Commissioner Ferris: We should document what has already been damaged.

Commissioner Richette: No questions

Chairperson Dean: Would like to proceed with the plan and conditions and still follow procedure.

RECOMMENDATION REGARDING KASSON LIBRARY CUP: Motion: Borgstrom made a motion to approve the resolution with conditions, second by Egger. Ayes – Dean, Torkelson, Egger Ferris, Sannes and Borgstrom, Nays – none.

ADJOURN: Since the agenda had been met the meeting was adjourned at 8:11 pm.

ATTEST:

Krista Weigel
Administrative Assistant

Michael Martin
Community Development Director