

**APPROVED MINUTES
PLANNING COMMISSION
CITY OF WYOMING, MINNESOTA
AUGUST 10, 2021
7:00PM**

CALL TO ORDER:

Planning Commission Chairman Lobermeier called the Regular Meeting of the Wyoming Planning Commission for August 10, 2021 to order at 7:00 PM

CALL OF ROLL:

*On a Call of the Roll the following members of the Wyoming Planning Commission were present:
Mark Lobermeier, Kevin Teel, Bryan Murdock, and Katie West*

ABSENT: Commissioner Roger Carr

Also Present: Fred Weck Zoning Administrator and Mayor Lisa Iverson

DETERMINATION OF A QUORUM:

PLEDGE OF ALLEGIANCE:

OPEN FORUM: NONE

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Meeting” of the Wyoming, Minnesota Planning Commission for July 27, 2021

A MOTION WAS MADE BY COMMISSIONER WEST, SECONDED BY COMMISSIONER TEEL, TO APPROVE THE MINUTES OF THE “REGULAR MEETING” OF THE WYOMING, MINNESOTA PLANNING COMMISSION FOR JULY 27, 2021 AS SUBMITTED.

*Voting Aye: Murdock, West, Teel, and Lobermeier
Voting Nay: None
Abstain: None
Absent: Carr*

SCHEDULED PUBLIC HEARINGS:

2. **Variance: V-21-002 – Rear Property Line Setback**
Location: Forest Boulevard/County Road 30
Applicant: Advanced Engineering Concepts
Owner: Hallberg Inc. (Austin Hallberg)
Property ID Numbers: 21.10293.00 and 21.11084.72

Chair Lobermeier noted that the public hearing was just to address the rear property setback and the Site Plan would be discussed on the next agenda item.

MOTION BY COMMISSIONER WEST, SECONDED BY COMMISSIONER MURDOCK, TO OPEN THE PUBLIC HEARING AT 7:06 P.M.

Voting Aye: Murdock, West, Teel, and Lobermeier
Voting Nay: None
Abstain: None
Absent: Carr

Carrie Carlson, 5392 277th, asked for clarification of the whether this request meant that it would be closer to Forest Boulevard.

Chair Lobermeier stated that was not the case and would actually be closer to 35.

Ms. Carlson asked if there would be a fence along Forest Boulevard and noted that she would just like to know what she will be looking at.

Chair Lobermeier stated that the rear of the property will be fenced and have screening.

Matt Appel, Advanced Engineering Concepts, stated that there will not be anything visible of the outside storage. He stated that, for example, if they were walking along the bike path they would either see the building or the screening fence.

Katie Stokes, 277th, asked if the front property line still matched the City ordinance setback.

Chair Lobermeier confirmed that there would be no change to the front property setback.

Commissioner West stated that she believes the front setback per the ordinance is 135 feet from the center line and this property is actually about 170 feet from the center line.

Owen Osterbauer, 28180 Forest Boulevard, asked if the City was aware that there is an AT&T buried cable along the line. He noted that there is an easement on his property and wanted to make sure the City was aware of it.

MOTION BY COMMISSIONER MURDOCK, SECONDED BY COMMISSIONER TEEL, TO CLOSE THE PUBLIC HEARING.

Voting Aye: Murdock, West, Teel, and Lobermeier
Voting Nay: None
Abstain: None
Absent: Carr

Commissioner Murdock stated that this is a difficult property to utilize because of its shape and he feels this proposal looks like it is a pretty good use. He stated that he thinks it seems reasonable to change the setback in order to allow them to maneuver the RVs into the buildings.

MOTION BY COMMISSIONER WEST, SECONDED BY COMMISSIONER TEEL, TO RECOMMEND APPROVAL OF THE VARIANCE REQUEST FOR A REAR PROPERTY LINE SETBACK FOR PROPERTY ID NUMBERS 21.10293.00 and 21.11084.72

Voting Aye: Murdock, West, Teel, and Lobermeier
Voting Nay: None
Abstain: None
Absent: Carr

NEW BUSINESS: NONE

OLD BUSINESS:

3. Site Plan Review: SP-21-002 – Hallberg RV Storage Facility
Location: Forest Boulevard/County Road 30
Applicant: Advanced Engineering Concepts
Owner: Hallberg Inc. (Austin Hallberg)
Property ID Numbers: 21.10293.00 and 21.11084.72

Chair Lobermeier explained that this item had been tabled from an earlier meeting in order to allow time for some issues to be addressed.

Zoning Administrator Weck reminded the Commission that they needed to make a motion to take this item off the table before discussion begins.

MOTION BY COMMISSIONER TEEL, SECONDED BY COMMISSIONER MURDOCK, TO REMOVE SITE PLAN REVIEW FOR HALLBERG RV STORAGE FACILITY OFF THE TABLE AND OPEN IT FOR DISCUSSION.

<i>Voting Aye:</i>	<i>Murdock, West, Teel, and Lobermeier</i>
<i>Voting Nay:</i>	<i>None</i>
<i>Abstain:</i>	<i>None</i>
<i>Absent:</i>	<i>Carr</i>

Chair Lobermeier stated that he thinks some progress has been made on the Site Plan, but reiterated that he had not seen anything in the packet that addressed the architectural standards.

Zoning Administrator Weck presented a sample of building materials that Mr. Hallberg had brought to the City.

Scott Rasmussen, Durand Builders, explained that if this is approved, they will be the general contractor for this project. He stated that the product Zoning Administrator Weck showed them is called Texture Clad which is a stucco type panel. He noted that they have used that product or something similar for the last 3 projects they have built in the community, the most recent being the expansion at Rosenbauer.

Zoning Administrator Weck stated that he was not at the meeting when this item was tabled, but believes the question was when the architectural standards would come in. He noted that the project Mr. Rasmussen was referring to was done prior to the last time the architectural standards were updated, so this is new to everyone.

Chair Lobermeier stated that he thinks the Commission had a good discussion on the topic and just wanted to see what the alternatives are.

Commissioner Murdock stated that he would like to hear more about how the panels are seamed and how the building goes together.

Mr. Rasmussen stated that the panels overlap and gave the example of a Kohl's store which is the same type of stucco. He stated that he believes the panels are each about 3 feet wide.

Commissioner Teel asked if it was correct that there would be screening on everything but the south side.

Mr. Hallberg stated that technically there will be screening on all sides of the property.

Commissioner Teel asked if you would be able to see the front of the building from Highway 61.

Mr. Hallberg stated that you would see the front of the building.

Commissioner Teel asked if there would be anything besides the clad on the front of the building that will be facing Highway 61.

Mr. Hallberg explained that it would mostly be doors facing Highway 61.

Zoning Administrator Weck stated that would be staff's recommendation and if the Planning Commission finds the materials acceptable, that condition that refers to it could be removed.

Commissioner Teel stated that he likes the clad materials and asked what the garage door material would be.

Mr. Hallberg stated that it would be a textured metal door.

MOTION BY COMMISSIONER WEST, SECONDED BY COMMISSIONER MURDOCK, TO RECOMMEND APPROVAL OF THE SITE PLAN REVIEW FOR 27625 FOREST BOULEVARD, PID # 21-10293.00 AND #21.1104.72, WITH CONDITIONS 1 AND 2 AS NOTED IN THE STAFF REPORT.

Voting Aye: Murdock, West, Teel, and Lobermeier

Voting Nay: None

Abstain: None

Absent: Carr

Chair Lobermeier noted that this will be on the City Council agenda for August 17, 2021.

4. Comprehensive Plan Update Draft Review

Chair Lobermeier asked Commissioners Teel and Murdock if they had any input from the meeting that they missed or if there was anything they wanted to discuss before the Commission moved onto the new section.

Commissioner Teel stated that most of what he caught was grammatical and can send them outside of the meeting.

Commissioner Murdock asked if they had discussed the Vision and Mission at the last meeting.

Chair Lobermeier stated that is the Council's and the Commission has not discussed it. He noted that he had left it until the end because he wanted to find out how, if that vision and mission is folded into the Comprehensive Plan.

Page 58 – Commissioner West noted under current housing conditions there needs to be a reference number. Commissioner Teel stated that in the first paragraph it says that the quality of housing stock is a basic community characteristic and noted that he was not sure he knows what that is referring to. Chair Lobermeier suggested that this be rewritten so it makes better sense. He noted that he feels it is trying to say that the diversity of housing, how well things are taken care of, the quality of what is in the City is something that can define the community. He stated that if it is not helpful, they would also just completely take it out. There was consensus to remove that statement. Commissioner Teel noted that entire first paragraph read like a list and suggested that either become a bulleted list or be rewritten. Commissioner Murdock stated that there is some obvious duplication to the life cycle housing paragraph. Commissioner West stated that she questioned whether the Comprehensive Plan needed to have a description of what life cycle housing was. Commissioner Teel asked if it was still true that the City has a limited about a senior housing. Commissioner Teel stated that the City's vacancy rate is at 1% which he sees as a positive because it shows that people want to stay in the City, but the tone of how this is written makes it sound like a negative thing.

Page 59 – Commissioner Murdock noted that in the first line of the first paragraph suggested that it may be more appropriate to put highest household income rather than highest income. He noted that the second line just stops. Commissioner Teel stated that the third paragraph seems like it includes a lot for one sentence. Chair Lobermeier noted that this whole sections needs some formatting adjustments.

Page 60 – Commissioner West noted the word ‘should’ has been used frequently in this section. Commissioner Murdock stated that he would take a look at some other Housing sections of other Plans and see if he can suggest some changes. Chair Lobermeier stated that he felt this section was probably one of the weakest from the Comprehensive Plan. Commissioner Teel stated that the last paragraph is confusing and he doesn’t really understand what is being talked about. Chair Lobermeier noted that he believes this came out of the neighborhood protection area and was a way of how it could be maintained. Chair Lobermeier stated that he highlighted the bottom of the page because there really wasn’t too much discussion on this. He stated that he thought the Commission had said some things to be thinking about was the role of the County HRA and how active they are. Mayor Iverson noted that there are 3 groups within the HRA and explained that they are very active. Commissioner Murdock stated that he would like to see a more flowing format and will go try to find that.

Page 61 – Chair Lobermeier stated that the Council had considered a proposal for a new Parks and Trail master plan and noted that should be added to this section when it is completed. He noted that the Parks Commission was asked to take a look at this section and the only change they had was that there was an initial statement that basically said that the City did not want any more parks and they asked that it be removed. Mayor Iverson noted that the improvements to Swenson Park should be done within the next two months. Commissioner Teel noted some grammatical edits and changes. Commissioner West stated that she also had made some notes for addition of commas and suggested that she just pass along her notes. She noted that she felt the last sentence in the first paragraph is a run-on sentence that does not really finish.

Page 63 – Commissioner Murdock suggested that the second sentence be changed to say that the City ‘anticipates’ an updated plan in 2022.

Page 65, 66 - Chair Lobermeier noted that some of this information may change such as the classification and the park design guidelines. He stated that if the City is getting a master Park and Trail plan perhaps some of these should come out. Commissioner Murdock suggested taking out some of those details and just reference the Park and Trail Plan within this document. He suggested that this section be a bit more of a marketing piece that provides some of the maps and things that describe the parks system and then refer to the Plan. He suggested that there be an introductory section, a few graphics, and then reference to the Park and Trail Plan. Commissioner Teel stated that the school park was included and the City does not take care of the school park and asked why it would be listed. Zoning Administrator Weck stated that it may be to show and highlight that there are already ballfields, so it would not be a good idea to make too many ballfields. Commissioner West asked for there to be consistency within the bullet points to either use periods at the end or not.

Page 68 – Commissioner Murdock suggested that they may want to remove some of this information and also just refer to the Park and Trail Plan so it would stay more up to date. Zoning Administrator Weck stated that he thinks it should be left in. Chair Lobermeier stated that he feels it is pretty unique to have a trail system and suggested that there may be a way to say this with a bit less verbiage. Commissioner Murdock stated that there are four trails referenced in the paragraphs and five referenced on the map, and some are not the same. He suggested that there be a map where the trails could be identified with a brief description. Zoning Administrator Weck noted that the more stuff that is put on maps, the more the City will be paying and suggested that it would be better to put in text, so they can do it themselves.

Page 69 – Chair Lobermeier stated that he thinks this whole thing will get redone with the Park and Trail Plan and thinks this section should come out.

Page 70 – Commissioner Murdock noted that this page needs to have right justification completed.

Page 72 – Chair Lobermeier noted that much of what is here is from the old Comprehensive Plan.

Page 73 – Commissioner West asked if Reduce Automotive Vehicle Driving was realistic. Chair Lobermeier stated that a portion of this could probably be taken out. Commissioner Teel asked about the star levels and how many were possible. Chair Lobermeier stated that he believes there are three stars, but suggested that this just be changed to simply acknowledge that the City is a Green Step City and just eliminate the detail following the bulleted list.

Page 75 – Commissioner Teel noted that in the first paragraph, the third line, he believes that earlier in the document the Commission reworded a reference to ‘well paying jobs’ and suggested that it also be done here. He stated that he thinks the last sentence is a bit unclear. Commissioner West noted some more punctuation inconsistencies. Commissioner Murdock asked if that last sentence of the first paragraph was even something that should be stated in the Comprehensive Plan. He asked if it was saying that property taxes should increase. Chair Lobermeier stated that he believes it is saying that and asked if that was really something that they wanted to say. He stated since the Commission cannot find a way to explain it to themselves, it should probably be removed.

Page 76, 77 – Chair Lobermeier noted that there were a few things that he added to the bottom of this page. He stated that he felt pretty strongly about connecting the Comprehensive Plan and economic development and felt that these paragraphs are examples of how that can be done. He stated that it is not just about developing and noted that sometimes the cost of serving areas are too much, for example, it may cost too much to try to extend utilities to a particular area. He stated that he added the Small Area Plans and Land Assembly paragraphs as tools in the City’s toolbox. He noted that there is a reference to Viking Boulevard that needs to be changed to East Viking Boulevard.

Page 78 – Chair Lobermeier asked about the map on this page. Commissioner Murdock stated that the past discussion was about the idea of a second Industrial classification that would not include mini-storage and other similar things. Chair Lobermeier stated that Zoning Administrator Weck has put together a table that has a list of all the classifications in the current Comprehensive Plan and the list of land uses in zoning.

Page 79 – Chair Lobermeier noted that this is a new chapter even though not all the text is new. Commissioner West stated that under the heading those numbered items seem awkward and asked if they should be bullets. Chair Lobermeier stated that he wondered if they may be better off as one sentence. Commissioner West asked if Comprehensive Plan was going to be italicized throughout the document because she has seen it both ways. Chair Lobermeier stated that he will flag it and make sure that is consistent. Commissioner Teel stated that there are also sometimes where the City is referred to as a community and in the next sentence referred to as the City and feels that should also be consistent. Zoning Administrator Weck stated that ‘community’ is a more general or broad statement, but when ‘City’ is used it is more the governmental side of it.

Page 80 – Chair Lobermeier noted that the graphic was from the last Comprehensive Plan.

Chair Lobermeier stated that there is a meeting scheduled for August 24, 2021 and the only item on the agenda is the Comprehensive Plan. He suggested that they focus on the table that begins on page 83, discuss the Council’s vision statement, the maps, and the table put together by Zoning Administrator Weck that compared zoning versus the Comprehensive Plan descriptions.

Commissioner Murdock stated that he appreciated Zoning Administrator Weck’s comments about the less the City gives to WSB, the easier on our pocketbook it will be. He asked for an update on the contract that the City has with WSB.

Zoning Administrator Weck stated that he believes it is on hold while the Planning Commission is doing this work. He stated that he would have to reference the bill, but noted that they just submitted a bill for a map that was requested that cost about \$1,100.

Commissioner Murdock reiterated that he would like an update on where things stand with the contract and suggested that there may be somebody else that may be able to work on the formatting.

Chair Lobermeier asked if there may be someone from TimeSavers that could take on this work.

Zoning Administrator Weck stated that he would ask them.

Commissioner West stated that the high school may also have a way to get this done in a cost effective manner.

Commissioner Murdock stated that there are probably plenty of freelance document editors that are out there. He stated that the City should ensure that WSB will be keeping the document in Word before moving forward.

COMMUNICATIONS:

UPDATES:

A MOTION WAS MADE BY COMMISSIONER MURDOCK, SECONDED BY COMMISSIONER WEST, TO ADJOURN THE AUGUST 10, 2021 "REGULAR MEETING" OF THE WYOMING, MINNESOTA PLANNING COMMISSION AT 8:45 PM.

<i>Voting Aye:</i>	<i>Murdock, West, Teel, and Lobermeier</i>
<i>Voting Nay:</i>	<i>None</i>
<i>Abstain:</i>	<i>None</i>
<i>Absent:</i>	<i>Carr</i>