

WABASHA PLANNING COMMISSION

July 10, 2018 6:00 PM

MEETING AGENDA

- 1) Call to Order
- 2) Approval of Minutes- May 8, 2018
- 3) Changes or Additions to Agenda
- 4) Public Comment
- 5) Public Hearings
- 6) Old Business
 - a) Solar Stone Update
- 7) New Business
 - a) Sign Ordinance Revision
- 8) Board of Adjustment Business
- 9) Other Business
 - a) August Meeting Reschedule - Please bring your calendar.
- 10) Next Regular Meeting Date - TBD
- 11) Adjourn

Planning Commission

2)

Meeting Date: 07/10/2018

SUBJECT: Approval of Minutes - May 8, 2018

DEPARTMENT: Planning & Zoning

TITLE:

Approval of Minutes- May 8, 2018

PURPOSE:

Attachments

PC Minutes 5-8-18

WABASHA PLANNING COMMISSION

May 8, 2018 6:00 PM

MEETING MINUTES

Commission Members:	Tim Wallerich, Chair	Scott Durand
	Lynn Schoen, Vice Chair	Sharon Burke
	Craig Falkum	Vacancy
	Sarah Carrels	

Present: Chair Tim Wallerich; Vice Chair Lynn Schoen; Sharon Burke; Sarah Carrels; Scott Durand; Craig Falkum

Also Present: Kristi Clarke, Contracted City Planner; Wendy Busch, Planning & Zoning Assistant

1) Call to Order

Chair Wallerich called the planning commission meeting to order at 6:00 pm.

Chair Wallerich welcomed new member Sarah Carrels to Commission as well as guest Kris Kruse who is interested in filling the vacancy on the commission.

2) Approval of Minutes-

a) Minutes from March 13, 2018

Motion made by Craig Falkum, seconded by Vice Chair Lynn Schoen to approve the minutes as presented for March 13, 2018.

Vote: 6 - 0 Adopted - Unanimously

3) Changes or Additions to Agenda

4) Public Comment

5) Public Hearings

a) Zoning Ordinance

City Planner Kristi Clarke provided an overview on the proposed document. Chair Wallerich opened the public hearing at 6:05 pm and hearing no comments closed the public comment portion of the hearing at 6:06 pm. The commission went into discussion. Addition of definition of the Wellhead Protection ERA. Minor text edits were provided and commissioner Burke will do text/grammar edits and provide them to Kristi for the final draft to be forwarded to City Council.

Motion made by Vice Chair Lynn Schoen, seconded by Sharon Burke to recommend forwarding the Zoning modification on to City Council for approval.

Vote: 6 - 0 Adopted - Unanimously

6) Old Business

7) New Business

8) Board of Adjustment Business

Chair Wallerich recessed the Planning Commission meeting at 6:24 pm.

BOA

Chair Durand opened the Board of Adjustment portion of the meeting at 6:25 pm. Commissioner Wallerich nominated Sarah Carrels as a new member.

Chair Durand closed the Board of Adjustment at 6:26pm and Chair Wallerich reconvened the regular Planning Commission meeting also at 6:26 pm.

9) Other Business

Chair Wallerich indicated that we need to elect a new Vice Chair of the Planning Commission.

Motion made by Vice Chair Lynn Schoen, seconded by Chair Tim Wallerich to accept Commissioner Schoen's volunteering for Vice Chair position of the Planning Commission.

Vote: 6 - 0 Adopted - Unanimously

10) Next Regular Meeting Date - June 12, 2018

11) Adjourn

Motion made by Scott Durand, seconded by Chair Tim Wallerich to adjourn at 6:31 pm.

Vote: 6 - 0 Adopted - Unanimously

Respectfully submitted by: _____
Wendy Busch, Planning & Zoning Assistant

Adopted Date

Planning Commission

6)a)

Meeting Date: 07/10/2018

SUBJECT: Solar Stone Update

DEPARTMENT: Planning & Zoning

TITLE:

Solar Stone Update

PURPOSE:

Attachments

Solar Stone Update



Memorandum

Office of the City Planner

To: Planning & Zoning Commissioners
From: Kristi Clarke, Consultant City Planner
Date: July 2, 2018
Subject: Solar Stone CUP – Landscape Update

Background: Several residents called Council members to express their unhappiness in the current landscaping or screening of the site earlier this spring.

I contacted the owners, NRG, and was email by the project manager, Timothy Leavitt. I explained to Tim that the final building permit was approved in December of 2018 so that will give them another summer to make the landscape improvements necessary to be in compliance with the CUP.

Their landscape plan, which was part of their report outlined vines to be planted every 15' on center and evergreen shrubs to be planted every 8' on center. NRG planted Holmstrup Arbovitae which is a shrub that will be 5 to 7 ft. tall and 2 to 3 ft. wide in 10 years and Virginia Creeper which is a fast growing vine that can climb 30 to 50 feet or more. Both the shrubs and vines were planted last year.

June Site Visit: Wendy and I visited the site on June 27th with the local manager to review the landscape plan. We determined that the vines were planted and have started to take root along the fence line. Multiple vines along the fence are starting to climb up the fence and the shrubs were all living and planted according to the landscape plan. The three sides of the fence facing Eagles Basin Subdivision, the Justice Center, and 17th Street all appear to have a 8-10' high fence, as the fence is at-grade with the solar panels and the vines and shrubbery will continue to grow and will provide the screening we anticipated during our review and approval of this project.

However, due to the swale along Hiawatha Drive, it is not possible to move the fence either towards the roadway or towards the solar panels to achieve a taller fence while maintaining the necessary storm water management swale. We have provided the owners with two (2) ideas. These are:

- 1- Put another link of fencing above the exiting fence to raise the overall fence height to match the fence height of the surrounding sides, and let the in-place vines cover it or;

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- 2- Place additional shrubs along the length of the area facing Hiawatha Drive inside the fence that will obtain a finished height of the rest of the fencing. The shrub may need to have a total height of 15-20 feet.

An email was sent to Timothy Leavitt, the project manager on June 28th outlining these ideas. We have not heard back from them at this point. However, due to the 4th of July holiday and shortened week, they may not have been able to respond. I will provide the Commissioners on further updates on this issue as they are available this summer.

Planning Commission

7)a)

Meeting Date: 07/10/2018

SUBJECT: Sign Ordinance Revision

DEPARTMENT: Planning & Zoning

TITLE:

Sign Ordinance Revision

PURPOSE:

Staff would like to continue with cleaning up the ordinances and move on to the Sign Ordinance. The existing ordinance was adopted in 2009. Once again we would like to form a subcommittee to work with staff to review and edit the existing document. Since it involves areas in the TDC and Historic District we are looking for 1 HPC member as well as 1 Planning Commissioner to help with this process. There will be a public hearing with Planning Commission as well as first and second reading at council for finalizing.
