

City of Winsted
Planning Commission
City Council Chambers
July 9, 2012
6:00 p.m.

Present: JoLynn Cafferty
Dan Dickhausen
Marvin Ebensperger
Max Fasching
Mike Guggemos
Tom Ollig – Council Liaison

Absent: Marvin Ebensperger

Staff Present: Brad Martens, City Administrator
Raquel Kirchoff, Administrative Assistant

1) Call the Meeting to Order

Mr. Fasching called the meeting to order at 6:00 p.m.

2) Approval of Minutes

Mr. Dickhausen motioned to approve the minutes from the Planning Commission Meeting on May 14, 2012. Ms. Cafferty seconded the motion. Motion carried 4-0.

3) Public Hearings

4) Old Business

a) Alternative Energy Ordinance

Mr. Martens stated that at the May 14, 2012 Planning Commission meeting, a draft Alternative Energy Ordinance was reviewed. Comments and suggestions on the Ordinance language were heard and are incorporated into a new draft Ordinance.

Mr. Martens also stated that at the request of the Planning Commission and Council Member Ollig, staff contacted the City of St. Charles for feedback on their Alternative Energy Ordinance as it is extremely similar to this proposed Ordinance. Martens further stated that it was found that no applications have been submitted to the City of St. Charles; therefore, no comments about the effectiveness of the Ordinance were given.

Mr. Martens stated that the Planning Commission had also requested additional language in the Ordinance ensuring the structural integrity of buildings. Staff found that the normal building permit process would require a structural engineer to review conditions prior to approval so no additional language is needed.

Mr. Martens requested the Planning Commission to provide any additional comments regarding the Ordinance and stated that a Public Hearing would be called and held at a future meeting. Martens further stated that Commissioner Ebensperger did review the Ordinance and did not have any recommended changes.

The Planning Commission members had no further comments regarding the Ordinance and approved of the new draft Ordinance provided at the meeting on July 9, 2012.

5) New Business

a) Parking Lot Extension Request – Tetra Pak

Mr. Martens stated that Tetra Pak has requested approval to expand their parking lot. Martens explained that City Ordinance allows for the approval of parking lots by the City Administrator, along with City Engineer approval; however, in this case staff is requesting the Planning Commission to review this request because it would make changes to a previously approved site plan that has yet to be completed.

Mr. Martens explained that the proposal is to increase parking on the west and north sides of the property. On the west side, Tetra Pak proposes to add eleven (11) stalls by eliminating the free standing sign and other grass area adjacent to the northerly entrance off of County Road 9. On the north side, Tetra Pak proposes to add ten (10) stalls by developing the lot further north to allow for a wider drive aisle.

Mr. Martens displayed drawings of the City Council approved Landscape Plan and the proposed Parking Lot Expansion and explained the changes on the drawings.

Mr. Fasching stated that previously, Dr. Fynboh, 357 Southshore Circle, and another neighboring property of Tetra Pak had concerns regarding noise produced by Tetra Pak.

Mr. Martens verified that there were concerns regarding noise at the August, 2011 Site Plan Review and stated that the previously approved site plan had the following conditions for approval that may be affected by approving the parking lot expansion.

- Parking: That all stalls meet the required depth of twenty (20) feet and width of nine (9) feet as required within the Zoning Ordinance.
- Landscaping: That the landscaping is installed according to the approved landscaping plan and that the applicant shall add additional landscaping in the form of trees along the north boundary of the parking lot along 235th Street (County Road 85) east of the existing transformers to the entrance to 235th Street for noise mitigation.

Mr. Martens explained that the proposed plan shows parking stalls on the west side of the property with a depth of eighteen (18) feet and a width of ten (10) feet; the parking stalls on the north side of the property are shown with a depth of twenty-one (21) feet and a width of ten (10) feet.

Mr. Martens continued by stating that the proposed plan shows sixteen (16) trees being planted east of the existing transformers for noise mitigation as originally planned. These trees were previously shown as Red Cedar and Acrocona Spruce and are now shown as Techny Arb that will not grow so high as to interfere with the power lines near the trees.

Mr. Martens stated that the proposed plan, however, does show the removal of a total of eight (8) trees on the northwest corner of the property from the previously approved landscape plan. Mr. Martens stated that these eight (8) trees would have served more as decorative trees and not for noise mitigation.

Mr. Martens displayed the Proposed Parking Lot Expansion Plan and asked Mr. John Schultz of Tetra Pak, who was present at the meeting, if the plan was to extend the line of bushes that are on the west side of the property to the northerly boundary, but not to plant the trees that were previously approved on the more north side of the property. Mr.

Schultz stated yes, that the bushes would be extended, but the trees would not be planted on the north side of the property, west of the transporter.

Mr. Guggemos stated that the concerns from the previous Site Plan Review were regarding the trees needed on the east side of the transporter.

Council Liaison Ollig stated that at the previous Site Plan Review, Tetra Pak stated that they would re-direct some of their speakers to help with noise mitigation and asked Mr. Schultz if this had been completed. Mr. Schultz responded that it had not been completed yet. Mr. Fasching stated that the Planning Commission recommends this to be completed to help to reduce the noise.

Council Liaison Ollig asked if there were any issues with the County Road on the west side of the property because of proposed parking lot expansion request. Mr. Martens stated no.

Council Liaison Ollig stated that the City Council's concerns are that the trees get planted in the area they are needed for noise mitigation and that the speakers are adjusted to also suppress the noise.

Mr. Guggemos asked if the Techny Arb trees would grow more like a hedge. Mr. Schultz stated that was his understanding.

Mr. Dickhausen asked if there were any requirements in the City's Ordinance regarding amount of greenery needed and was concerned that greenery was being reduced on both the north and west side. Mr. Martens responded that landscaping was based on building coverage and not surface, but that should be addressed in the future within the ordinance.

Mr. Dickhausen asked if the snow would now be pushed directly into the ditch, without any filtering, because that snow then goes straight into the lake. Mr. Schultz responded that they were leaving the west side of the transformers as is and that is where the majority of the snow goes. If it becomes an issue, the snow would then need to be hauled out.

Mr. Martens stated that the proposed plan was forwarded to the Department of Natural Resources (DNR) for review as the property is partially located in a Shoreland Overlay District; however, the DNR deferred to the City of Winsted and does not have any specific comments on the proposed parking lot expansion.

Mr. Martens stated that he spoke with Tetra Pak staff and they gave him assurances that the Techny Arb trees would fill in to be a sound buffer, similar to the trees on the original plan.

Mr. Dickhausen asked if Tetra Pak was going to install a new sign and Mr. Schultz responded no; that they were going to use the sign that is currently on the building.

The Planning Commission felt that the proposed plan sufficiently addressed the noise issues brought forward at the August, 2011 Site Plan Review.

Mr. Guggemos motioned to recommend approval of a parking lot expansion at Tetra Pak – 801 Kingsley Street South. Ms. Cafferty seconded the motion. Motion carried 4-0.

b) 2012 Winsted Pride Awards

Mr. Martens asked for a time to be scheduled for the judging of the 2012 Winsted Pride Awards. The Planning Commission scheduled to start judging at 5:00 p.m. on August 13, 2012.

Mr. Guggemos motioned to re-schedule the August 13, 2012 Planning Commission meeting to start immediately after the Winsted Pride Award judging, scheduled for 5:00 p.m. on August 13, 2012. Mr. Dickhausen seconded the motion. Motion carried 4-0.

6) Other Business

7) Adjournment

Mr. Dickhausen motioned to adjourn the meeting. Ms. Cafferty seconded the motion. Motion carried 4-0. The meeting adjourned at 6:25 p.m.

Brad Martens

Brad Martens,
City Administrator
City of Winsted

ATTEST:

Raquel Kirchoff

Raquel Kirchoff,
Administrative Assistant
City of Winsted