

Planning Commission Meeting Agenda

Monday, April 5, 2021 - 6:00 PM
Cologne Community Center, 1211 Village Parkway

VIRTUAL MEETING URL: <https://us02web.zoom.us/j/4240249600>

To access the meeting through your telephone, dial (312) 626-6799 and enter meeting ID #424 0249 600

Vision Statement

The City of Cologne is a vibrant small town that respects its heritage, embraces its future and offers a high quality of life for all who live, work and visit our community.

Chairperson: Larry Revering
Commissioner: Bernie Shambour
Commissioner: Carol Szaroletta
Commissioner: Vickie Selness
Commissioner: Jennifer Brewington

NOTE: AGENDA ITEMS ARE APPROXIMATE AND SUBJECT TO CHANGE ACCORDING TO LENGTH OF DISCUSSION. TO ENSURE THAT YOU ARE PRESENT FOR ITEMS OF INTEREST, PLEASE ARRIVE AT 6:00 PM.

- 1. CALL MEETING TO ORDER & ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ADOPT AGENDA**
- 4. NEW BUSINESS**
 - a. February 1, 2020 Planning Commission Minutes**
 - b. Bill Reimers, Mid-County Coop Site Plan Review**
 - c. Cindy Nash, Collaborative Planning**
 - i. Freedom Storage Memo**
- 5. ANNOUNCEMENTS**
- 6. ADJOURN**

Planning Commission Meeting Minutes,

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Commissioner: Carol Szaroletta
Commissioner: Vickie Selness
Commissioner: Vacant

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1. CALL MEETING TO ORDER & ROLL CALL

Chairperson Revering called the meeting to order at 6:00 PM with Commissioners Selness, Shambour and Szaroletta present. Also present were City Administrator – Jesse Dickson, City Clerk – Michelle Morrison and Jenn Brewington Planning Commission Applicant.

2. ADOPT AGENDA

Motion by Commissioner Szaroletta to adopt the agenda as presented, second by Commissioner Selness. Motion carried unanimously.

3. NEW BUSINESS

a. January 4, 2021 Planning Commission Minutes

Motion by Commissioner Selness to approve the January 4, 2020 minutes as presented, second by Commissioner Szaroletta. Motion carried unanimously.

b. Jenn Brewington - Planning Commission Applicant Introduction

Jenn Brewington introduced herself to the Planning Commission and reviewed her qualifications. After discussion Commissioner Shambour made a motion recommending the City Council approve the appointing of Jenn Brewington to the

Planning Commission, second by Commissioner Szaroletta. Motion carried unanimously.

c. Jensen Decorative Concrete Sign Permit Application

The commissioner's reviewed the sign permit application received. Motion by Commissioner Shambour to approve the Sign Permit for Jensen Decorative Concrete, second by Commissioner Selness. Motion carried unanimously.

d. Nancy Williams, 200 Edward Ave N - Zoning Complaint

Property owner Nancy Williams came before the Planning Commission to share her concerns with changes made at a neighboring property that she feels violate zoning ordinances. After discussion Commissioner Shambour made a motion recommending the city council engage the city planner to review changes at the property to determine if the past few years activity is in line with the original permit and that there are no ordinance violations, second by Commissioner Szaroletta. Motion carried unanimously.

4. ANNOUNCEMENTS

5. ADJOURN

Motion by Commissioner Szaroletta to adjourn at 6:28 PM, second by Commissioner Selness, Motion carried unanimously.

Respectfully Submitted:

Attest:

Michelle M Morrison, City Clerk

Larry Revering, Chairperson

**BUILDING PERMIT APPLICATION**

City Hall (952) 466-2064
Inspections (763) 479-1720
Inspections Fax (763) 479-3090

Permit No. _____

Date Issued: _____

CONTRACTOR'S LICENSE NO. IR779423 SOS#81500		DATE 3/30/21	FEES PERMIT: _____ PLAN CHECK: _____ INVESTIGATION: _____ SITE: _____ FIREPLACE: _____/SC _____ MECHANICAL: _____/SC _____ GAS FITTING: _____/SC _____ PLUMBING: _____/SC _____ TRAIL: _____ TRANSPORTATION: _____ EROSION CONTROL: _____ WATER/SEWER PERMIT: _____ WATER METER: _____ WATER HOOKUP: _____ SEWER HOOKUP: _____ WATER TRUNK: _____ SEWER TRUNK: _____ OTHERS: _____ CONTRACTORS LICENSE: _____ SURCHARGE: _____ TOTAL FEES: _____ ERT # _____ WATER METER # _____
SITE ADDRESS 700 West Lake Street Cologne, MN		ZIP CODE 55322	
LEGAL DESCRIPTION LOT _____ BLOCK _____ NE 1/4 of Section 14, Twp 115, Range-25 Carver County ADDITION _____ PARCEL NUMBER _____			
OWNER (Name) (Address) (Tel. No.) Mid-County Coop 700 W Lake St Cologne 55322 MN 952-466-3721			
ARCHITECT (Name) (Address) (Tel. No.)			
BUILDER (Name) (Address) (Tel. No.) DCG Peterson Broc 5005 Hwy 71 Sioux Rapids IA 50585 712-283-2228			
TYPE OF WORK Fireplace <input type="checkbox"/> Septic <input type="checkbox"/> Heating <input type="checkbox"/> Plumbing <input type="checkbox"/> Reroofing <input type="checkbox"/> New Construction <input checked="" type="checkbox"/> Alterations <input type="checkbox"/> Addition <input type="checkbox"/> Finish Basement <input type="checkbox"/> Residing <input type="checkbox"/> Deck <input type="checkbox"/> Porch <input type="checkbox"/> Garage <input type="checkbox"/> Chimney <input type="checkbox"/> Misc. _____			
SIZE OF STRUCTURE (Height) (Width) (Depth) 48' 132' 137'		NO. OF STORIES 1	ESTIMATED VALUE \$1,000,000
COMPLETION DATE 10/31/21		PROPERTY DIMENSION Width 1680' Depth 420'	NO. OF FAMILIES (if applicable) 0
PROPOSED ELEVATION IN RELATION TO CURB OR WATERWAY _____ ELEV.		PROPERTY AREA OR ACRES Sq. Ft. 11.49 AC	CULVERT SIZE Yes _____ No _____
FRONT YARD set back from road property 35' Ft.		REAR YARD set back Ft. 30'	SIDE YARDS set back 200 Right Sd. 1000 Left Sd.
MISCELLANEOUS See enclosed survey for setbacks, elevations and building location. Size of Structure as listed above is for the building. The height of the elevator is 106' per the drawing provided.			
SPECIAL CONDITIONS <u>It is my responsibility to locate and establish the elevations if needed of</u> <u>all site improvements. Required adjustments at my expense.</u>			
ACKNOWLEDGMENT AND SIGNATURE: The undersigned hereby agrees that all work and materials used shall comply with City approved plans and specification, MN Building Code, MN Fire Code and all City Ordinances. I agree that all fees and expenses incurred by the City in processing this application, including professional service costs, are the responsibility of the permit applicant and property owner and must be paid immediately upon receipt of permit, or the City may approve a special assessment to be 100% paid in the year assessed. The property owner hereby waives any and all appeals provided by MN Statutes 429.081 as amended. All fees and expenses are due whether the permit application is approved or denied.			
SIGNATURE OF APPLICANT _____		APPROVED BY BUILDING INSPECTOR _____	
FIRE SPRINKLERS REQUIRED <input type="checkbox"/> YES <input type="checkbox"/> NO			
SPECIAL APPROVALS ZONINGS _____ FIRE DEPT. _____ HEALTH DEPT. _____ PUBLIC WORKS _____ COUNTY _____ OTHER _____			
CERTIFICATE OF OCCUPANCY ISSUED DATE _____ BY _____			

White - City

Yellow - Inspector

Pink - Applicant

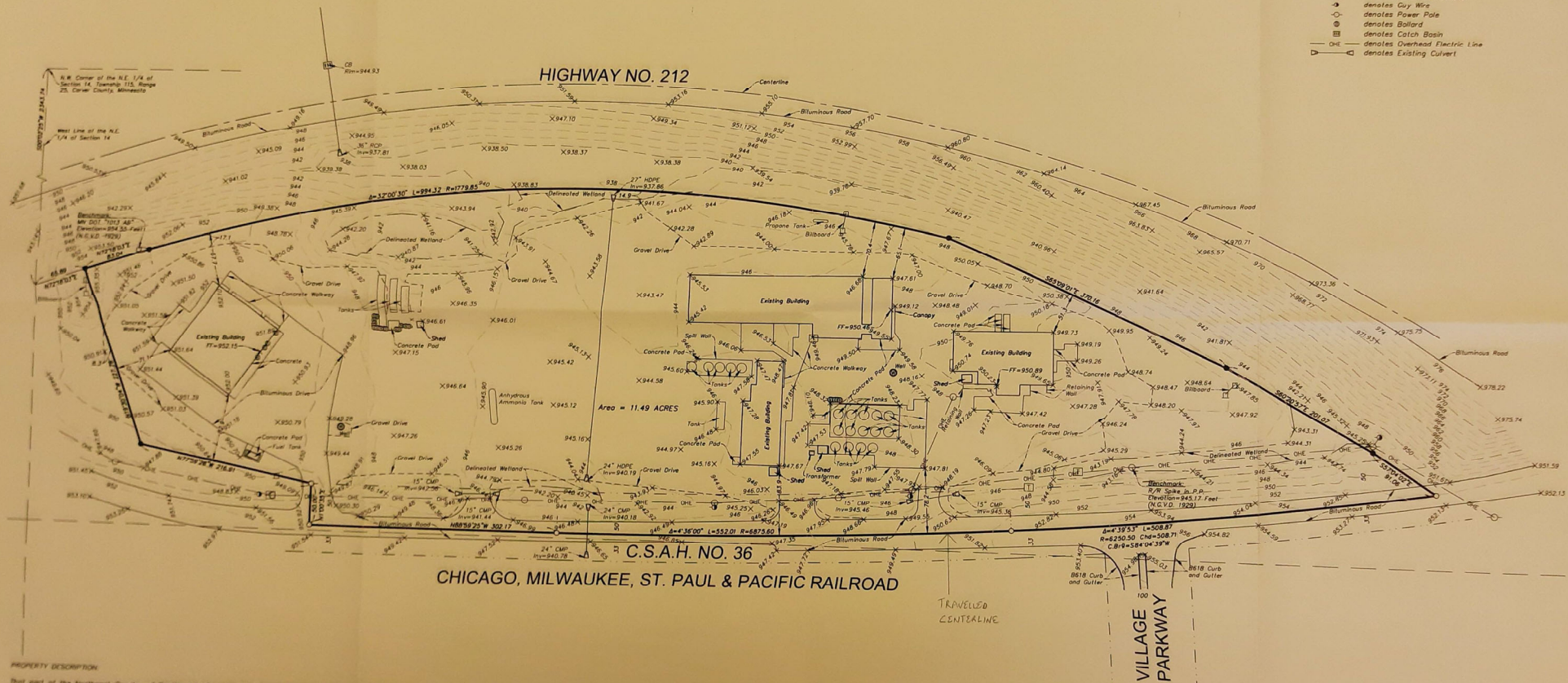
Gold - Assessor

Certificate of Survey and Topographic Survey



LEGEND

- 988 denotes Existing Contour
- 946.00 X denotes Existing Spot Elevation
- FT=589.38 denotes Finished Floor Elevation
- [Symbol] denotes Telephone Pedestal
- [Symbol] denotes Electrical Pedestal
- [Symbol] denotes Guy Wire
- [Symbol] denotes Power Pole
- [Symbol] denotes Bollard
- [Symbol] denotes Catch Basin
- [Symbol] denotes Overhead Electric Line
- [Symbol] denotes Existing Culvert



PROPERTY DESCRIPTION

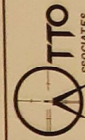
That part of the Northeast Quarter of Section 14, Township 115, Range 25, Carver County, Minnesota, described as follows:

Commencing at the Northwest corner of said Northeast Quarter, thence on an assumed bearing of South 00 degrees 00 minutes 00 seconds West, along the West line of said Northeast Quarter, a distance of 2343.74 feet, thence North 72 degrees 15 minutes 31 seconds East, a distance of 63.89 feet to the point of beginning, thence continue North 72 degrees 15 minutes 31 seconds East, a distance of 83.04 feet, thence 94.32 feet Easterly along a tangential curve, South 65 degrees 11 minutes 28 seconds East, not tangent to the last described course, a distance of 370.16 feet, thence South 60 degrees 23 minutes 21 seconds East, a distance of 201.07 feet, thence South 57 degrees 06 minutes 28 seconds East, a distance of 91.08 feet, thence 508.67 feet Westerly along a curve not tangent to the last described course, concave Northerly, having a radius of 6250.50 feet, a central angle of 04 degrees 39 minutes 53 seconds, a chord bearing of South 84 degrees 02 minutes 14 seconds West, and a chord distance of 508.71 feet, thence 522.01 feet Westerly, along a compound curve concave Northerly, having a radius of 6875.60 feet and a central angle of 04 degrees 36 minutes 00 seconds, thence North 89 degrees 01 minutes 50 seconds West, tangent to said curve, a distance of 302.17 feet, thence North 00 degrees 58 minutes 10 seconds East, a distance of 50.00 feet, thence North 78 degrees 01 minutes 53 seconds West, a distance of 218.81 feet to the intersection of a line which bears South 19 degrees 32 minutes 29 seconds East from the point of beginning, thence North 18 degrees 32 minutes 29 seconds West, along said line, a distance of 227.76 feet to the point of beginning.

Surveyors Notes:

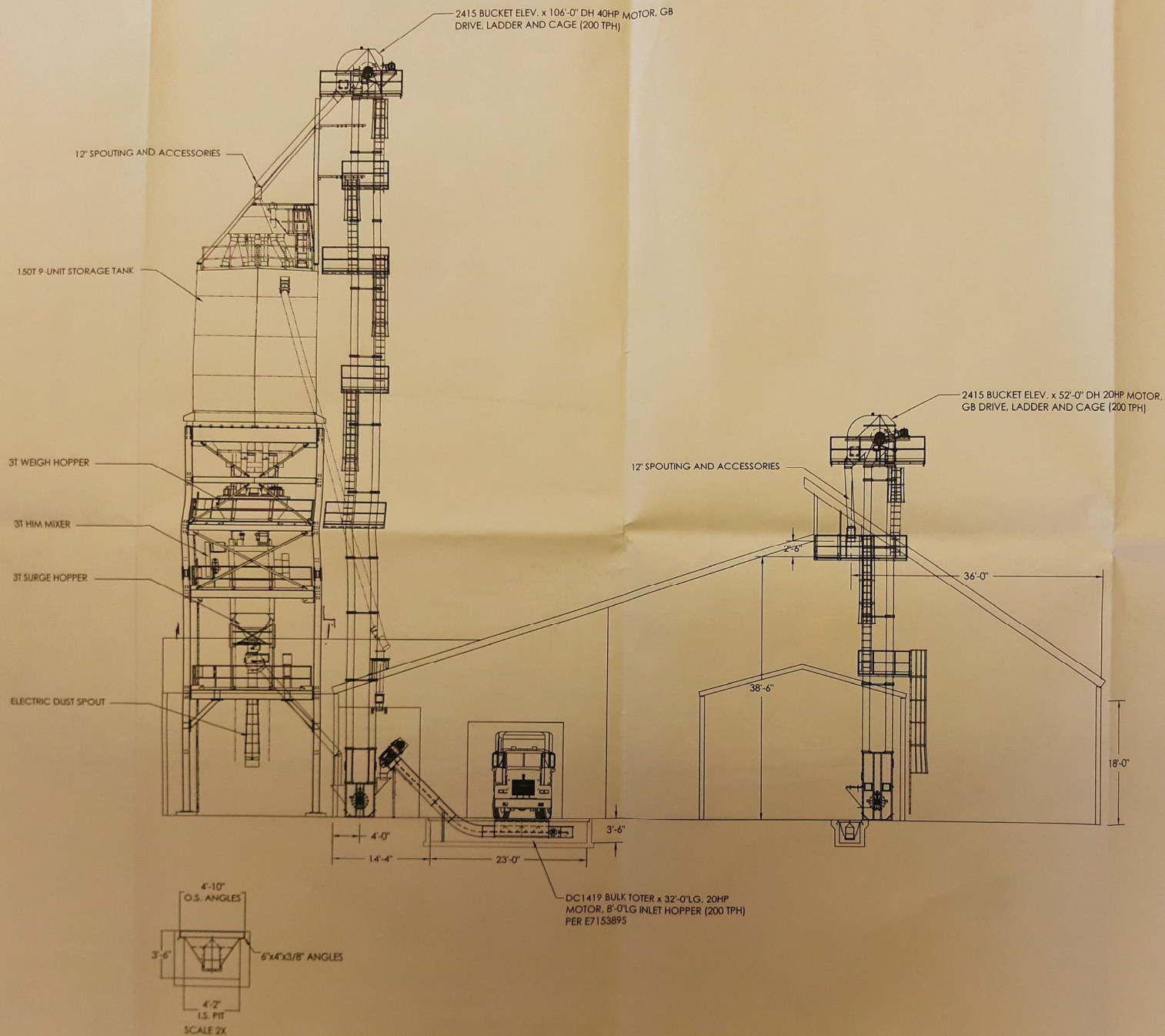
- 1) The Bearings shown on the drawing are based upon the Carver County Coordinate System and differ from the legal description. The angles formed by the bearings are the same.
- 2) Wellands delineated by others.

denotes iron monument found
denotes 1/2 inch by 1/4 inch iron pipe
set and marked by License #4402
www.crowsassociates.com
9 West Division Street
Burlington, MN 55313
Phone: (763) 462-3521
Fax: (763) 462-3522

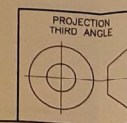


Mid County Co-Op
4"=60'
Drawn By: [Signature]
Checked By: [Signature]
Date: 12.7.2020

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Surveyor of the State of Minnesota.
[Signature]
Surveyor
Certificate of Survey and Topographic Survey on part of the N.E. 1/4 of Section 14, Township 115, Range 25, Carver County, Minnesota
Revised:



QTY. REQ'D:



RELEASE FOR FABRICATION
BY: _____ DATE: _____
TOLERANCES ARE: FRACTIONS DECIMALS ANGLES
UNLESS OTHERWISE SPECIFIED: ± 1/32" ± .02" ± .005" ± 1/2"
MATERIAL: _____
APPROX. WEIGHT: _____
NOTES: The drawing and the items expressed thereon are the exclusive property of SACKETT-WACONIA and are not to be used or reproduced in whole or in part without written consent from SACKETT-WACONIA.



SACKETT-WACONIA
1701 S. HIGHLAND AVE BALTIMORE, MD 21224 (410) 278-4468
680 TACOMA BLVD. RIVA, MN 55384 (952) 442-4450
33 8TH ST. WACONIA, MN (952) 442-4450
THE A.J. SACKETT & SONS CO. - WACONIA MFG. CO., INC.

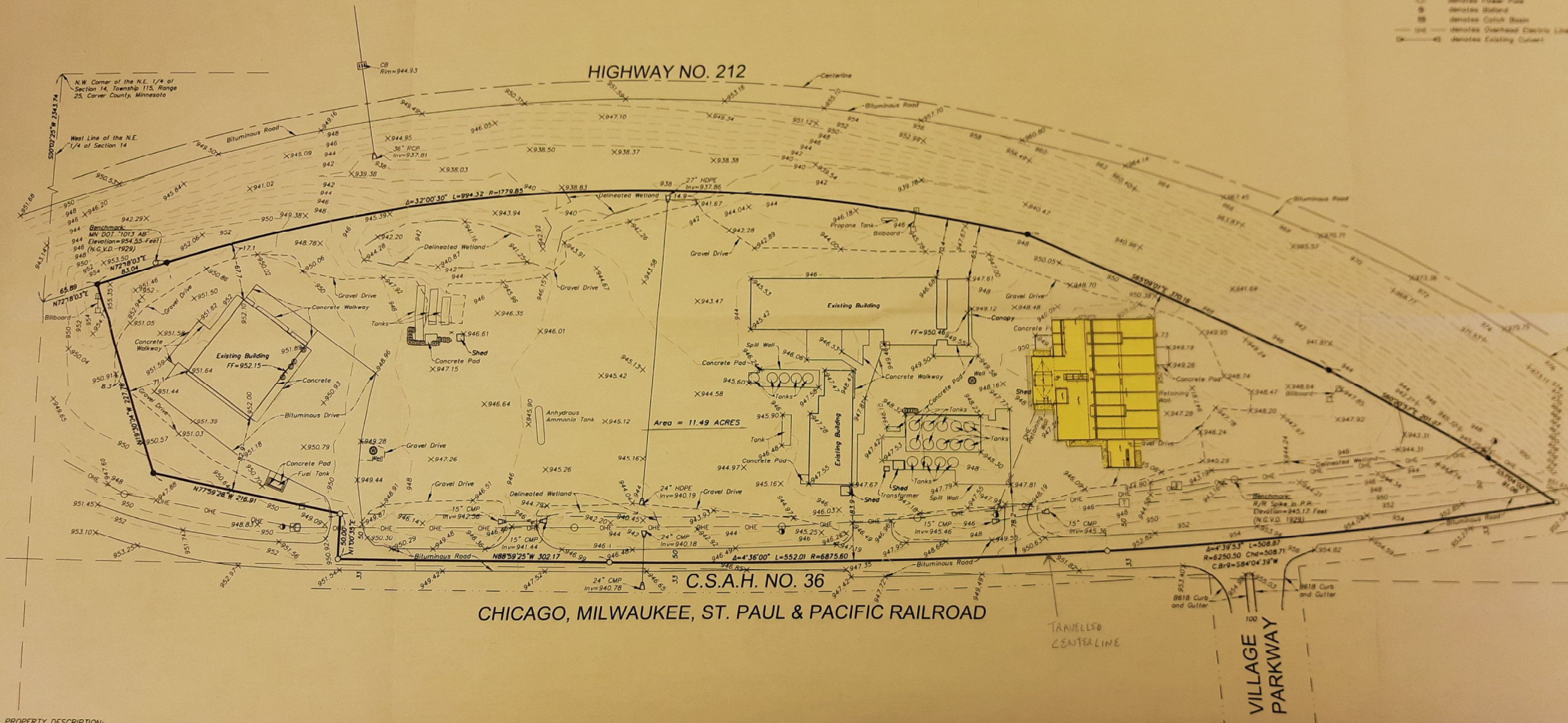
JOB NO. 202607
EQUIP. NO. _____
REFERENCE _____
DRAWN: NBS DATE: 03/02/21
CHECKED: _____ DATE: _____
SIZE: D
SHEET: 2 OF 4
SCALE: _____
E7153722

Certificate of Survey and Topographic Survey



LEGEND

- denotes Existing Center
- denotes Existing Spot Elevation
- denotes Finished Floor Elevation
- denotes Telephone Pedestal
- denotes Electric Pedestal
- denotes Guy Wire
- denotes Power Pole
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- denotes Overhead Electric Line
- denotes Existing Culvert



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2) Wetlands delineated by others.

Collaborative Planning, LLC

Memorandum

Date: April 1, 2021
To: Jesse Dickson, City Administrator
From: Cindy Nash, City Planner
RE: Freedom Storage

As requested by the Planning Commission, this memo summarizes a review of the file and ordinances related to Freedom Storage.

Property Name: Freedom Storage
PID: 400135100 (annexed in 2012) and 400132400 and 400134600
Zoning: C-3 General Business

Property Use

The property is being utilized for rental storage and consists of a mix of storage within a building, storage in containers and outside storage of boats and larger items. It is clear that the use of the site has intensified between 2016 and 2020 as evidenced by the aerial photos below and on the following page.



Figure 1. 2020 Aerial Photo



Figure 2. 2016 Aerial Photo

C-3 Zoning District

Among the uses permitted within the C-3 Zoning District are “Rental Storage Buildings (mini-storage)”. The Zoning Ordinance does not contain a definition for this use. The use of the word “buildings” in the name of the permitted land use suggests that the rental storage should be within buildings. However, other uses within the C-3 General Commercial District likely have outside storage as part of their use which suggests that outside storage may be acceptable for uses in this Zoning District. The permitted uses for the C-3 General Commercial District are as follows (emphasis added):

§ 153.040 C-3 GENERAL COMMERCIAL DISTRICT.

(A) Purpose. In addition to the purposes stated in § 153.002 , it is intended that the C-3 District provide opportunities for retail and service business uses which require larger development sites, highway visibility or highway access.

(B) Permitted uses.

- (1) Retail sales and service, but excluding adult-oriented businesses.
- (2) **Automobile and motorized equipment sales and service.**
- (3) **Farm implement sales and service.**
- (4) **Building supply sales and storage yards.**
- (5) Daycare centers.
- (6) Funeral homes and mortuaries.
- (7) Hotels and motels.
- (8) Wholesale distribution.
- (9) Full service gasoline sales and service.
- (10) Accessory apartments in structures built prior to 1990.
- (11) **Agricultural service businesses.**

(12) **Rental storage buildings (mini-storage).**
(Ord. 150, passed 2-22-2000; Ord. passed 3- -2007; Ord. 150-T, passed 11-5-2012)

Previous Site Plan Approval

At some point in the past, the City approved a site plan for the site. Documentation is not available in the City files that identifies what was specifically approved or any conditions of approval. As such, this memo does not provide an analysis of whether the site is in compliance with any previous site plan approvals.

Outside Storage

The Zoning Ordinance contains the following provisions regarding outside storage (emphasis added):

§ 153.069 OUTSIDE STORAGE.

All products, materials and equipment, except as specifically provided in this chapter, shall be stored within permitted structures, except for the following:

(A) Agricultural products, equipment and appurtenances owned by the owner of the property and used on the property on which they are kept.

(B) A maximum of three licensed and operational motor vehicles per residential dwelling unit, parked on the permitted driveway area.

(C) A maximum of one of the following may be stored outside of a structure for more than 48 hours on any residential parcel, provided also they are stored on the permitted driveway area.

(1) Boat (must be on a trailer).

(2) Camper.

(3) Motor home.

(4) Snowmobile (maximum of two on one trailer).

(5) Personal watercraft (maximum of two on one trailer).

(6) Motorcycle.

(7) Trailer.

(D) Clothes lines, antennae, air conditioners, outdoor grills, play equipment, ornaments and monuments.

(E) Temporary storage of materials and equipment during construction and landscaping.

(F) Storage of products, materials and equipment, excluding rubbish or junk, which is necessary to an approved business operation in a commercial or industrial district, and which is completely screened from adjoining properties and rights-of-way. The site plan review process is required to determine the appropriateness for storage permitted in this section, surfacing required for the storage area and the screening required.

(G) Outside display of vehicles, equipment and merchandise for direct sale to consumers when such outside display is customary and necessary to the trade and is a

permitted use within the zoning district. The site plan review process is required to determine the appropriateness of the storage or display proposed, surfacing required for the display area and any additional landscaping or screening which may be required.

(Ord. 150, passed 2-22-2000; Ord. passed 3- -2007)

Lighting

§ 153.064 GLARE.

Glare or illumination from any source of lighting from any use shall be aimed or deflected away from adjoining property and public rights of way, except street lighting and traffic signals.

(Ord. 150, passed 2-22-2000; Ord. passed 3- -2007)

The concern about lighting was previously reviewed by Mr. Dickson in a memo to the City Council dated December 2, 2020. The ordinance does not state that no light shall be visible, but just that any source of lighting shall be aimed away from adjoining property.