

CITY OF MEDINA PLANNING COMMISSION

Meeting Minutes
Thursday, January 18, 2018

1. **Call to Order/Introduction of Commissioners:** Acting Chairperson Albers called the meeting to order at 7:01 p.m.

Present: Planning Commissioners Todd Albers, Aaron Amic, Dino DesLauriers, Kerby Nester, and Rashmi Williams.

Absent: Planning Commissioners Robin Reid and Janet White.

Also Present: City Planner Dusty Finke.

The Commission members introduced themselves.

2. **Public Comments on Items not on the Agenda**

No comments made.

3. **Update from City Council Proceedings**

Cousineau reported that she is the new Council liaison for the Planning Commission this year. She provided an update of recent Council activity, noting that the Council reviewed the Concept Plan for Mark of Excellence. She stated that the opinion of the Council was split with a position of 3-2 not in favor because of the timing of the Comprehensive Plan process. She stated that the Council consider the bees and chickens ordinance and ultimately decided that activity is best to be kept in the rural residential areas and to also allow bees in the commercial districts. She noted that earlier this week the Council considered the comments received from the Metropolitan Council regarding the draft Comprehensive Plan.

Finke provided additional details on the staging of the high-density housing.

Cousineau stated that the Council feels that this is the right plan for the City and will continue to support the items included in the plan. She reported that the Council also held a goal planning session the previous night and commended staff for their high level of dedication.

Albers asked if there were any other issues from the Metropolitan Council.

Finke replied that adjustments were necessary to the long-term sewer area.

4. **Planning Department Report**

Finke provided an update.

5. **Ordinance Amendment – Chapter 8 of the City Code Related to Required Exterior Building Materials in the Commercial Zoning District (CH, CH-RR, CG, and CN)**

Finke presented a request from a property owner to amend the City Code to allow for fiber cement architectural panels in limited circumstances within the commercial district. He noted that rather than allowing the material for new construction, the material would only allow for retrofit and when other materials are not practical because of weight or moisture concerns. He stated that the applicant originally approached staff with the request to allow this material to provide an update to the existing Maxxon building. He noted that 30 percent of the building would still need to utilize class one building materials. He noted that a minimum thickness was also recommended. He stated that the panels can mimic various other materials and allow for new architectural designs. He stated that the building department reviewed the material and did not have any objections. He noted that the City has discussed fiber cement materials and has added some of those materials in other zoning districts. He stated that the materials are commonly used as an accessory material by other neighboring communities. He stated that staff does not have any concerns with the proposed amendment because it is so limited in scope. He noted that the discussion could be had in the future to allow the material more broadly.

Albers opened the public hearing at 7:26 p.m.

Holly Burley, VanMan Architects and Builders, spoke in representation of the applicant, and noted that her firm has used the material quite a bit and ensured that they use certified installers. She stated that the thicker material tends to have a longer lifespan and less issues with moisture. She stated that the building exterior is currently having problems with moisture and therefore other materials would not be helpful as they would simply lock that moisture inside. She stated that this material would allow the building to have a fresh appearance without stressing the building further. She provided information on the average size of the panels.

DesLauriers asked the weight of the panels.

Burley replied that she is unsure of the weight of the panels. She stated that they would also incorporate the thin veneer on the bottom to meet the required ratio of building materials.

Finke stated that the specs state 57 pounds per panel.

DesLauriers referenced the 15-year warranty and asked the average lifespan.

Burley replied that there is a 15-year finish warranty, and if the material is refinished within that time by a certified installer, that warranty would be extended an additional four to five years. She stated that if one panel is damaged, you can replace that panel individually.

Albers closed the public hearing at 7:30 p.m.

Nester stated that she believes that it would be a nice visual improvement.

DesLauriers agreed, noting that there are so many options for the use of these panels. He stated that this seems like a feasible alternative to updating older buildings.

Motion by DesLauriers, seconded by Amic, to recommend approval of the ordinance related to exterior building materials in the commercial zoning districts. Motion carries unanimously. (Absent: Reid and White)

6. **Maxxon – 900 and 920 Hamel Road – Lot Combination and Site Plan Review for Approximately 5,000 Square Foot Addition (Note: Planning Commission Review, not Public Hearing)**

Finke presented a request to combine three lots into one individual lot along with a site plan review for a 5,190 square foot addition which would be split between office and warehouse space. He reviewed the zoning of the property and advised that some of the existing hardcover would be offset through the installation of pervious parking surface. He noted that much of the surrounding property to the north and west is similarly zoned with older industrial type buildings and reviewed the other adjacent property uses. He reviewed the proposed building materials. He noted that the wetland buffer ordinance would be triggered through this activity and advised that planting of vegetation may be needed. He provided additional details on the landscaping, access, loading docks, parking, and shared parking agreements. He stated that staff recommended a number of conditions to bring the request into compliance.

Holly Burley, spoke in representation of the applicant, and thanked Finke and his staff for their cooperation and assistance on this request. She stated that Maxxon is willing to work on the issue regarding the loading docks, noting that their concern is that the current warehouse is not long enough to accommodate those vehicles. She noted that they would be amenable to removing an existing door. She stated that the property owner is willing to connect to the sewer at this time or in the future, whatever the time may be. She noted that the applicant currently utilizes about half of the parking, which is why they believe the grass pave system will work well as it will not typically be parked on and will provide more green space on their site.

Nester stated that she did not see any issues as long as the conditions recommended by staff are met.

DesLauriers agreed. He stated that he shares the concern with the loading dock and agreed that the parking in front is rarely more than half full.

Finke agreed that while there are parking problems in that area, that is not a result of this user.

Amic agreed that the lot combination would make sense. He stated that there is no doubt this site will look much better. He stated that it would be nice to see improvement on the side that faces Hamel Road as well.

DesLauriers asked if improvements would be made to the side facing Hamel Road.

Brandt Dinger, VanMan Architects and Builders, representing the applicant stated that while there are improvements being made, that is not the main side.

Finke noted that there was already an improvement made on the Hamel Road side in the past.

Burley stated that there are existing plantings on that side. She stated that the panels will be installed on that side and perhaps the landscaping could be refreshed as well. She noted that there are plans to freshen up the signage as well.

DesLauriers stated that he often sees trucks being washed off and referenced the condition regarding illicit discharge.

Finke stated that they are hoping to use this process to address any violations.

Albers noted that the lot combination makes sense, and this is something he would support.

Motion by DesLauriers, seconded by Nester, to recommend approval of Maxxon Site Plan Review subject to the conditions noted in the staff report. Motion carries unanimously. (Absent: Reid and White)

Finke reported that this will move to the City Council at their February 7th meeting.

7. ~~**Ordinance Amendment – Chapter 8 of the City Code Related to the Requirements of the Single Family Residential (R1), Single and Two Family Residential (R2), and Residential Mid Density (R3), Zoning Districts**~~ (Postponed to February 13, 2018)

8. **Election of 2018 Planning Commission Chair and Vice-Chair**

DesLauriers nominated Albers for the position of Chair.

Albers noted that he will be absent for a number of meetings, but accepted.

Amic nominated White for the position of Chair.

Finke stated that White noted that she would accept the position of Chair.

White was appointed to the position of Chair with a vote of 2-1.

Nester nominated Albers for the position of Vice Chair.

Albers was unanimously appointed as Vice Chair.

9. **Approval of the December 12, 2017 Draft Planning Commission Meeting Minutes.**

Motion by Nester, seconded by Amic, to approve the December 12, 2017, Planning Commission minutes as amended. Motion carries unanimously. (Absent: Reid and White)

10. **Council Meeting Schedule**

Finke advised of the next Council meeting date and DesLauriers volunteered to attend in representation of the Commission.

11. **Adjourn**

Motion by Amic, seconded by Nester, to adjourn the meeting at 8:01 p.m. Motion carried unanimously.