

**MINUTES**  
**AUSTIN CITY PLANNING COMMISSION**  
**TUESDAY, OCTOBER 14, 2014**  
**5:30 P.M.**  
**AUSTIN CITY COUNCIL CHAMBERS**

**MEMBERS PRESENT:** Laura Helle, Dan Hirst, Steve Kime, Jim Mino, Lonnie Skalicky, and Lynn Spainhower

**MEMBERS ABSENT:** Rick Bremner and Troy Nelson

**OTHERS PRESENT:** Steven Lang, Holly Wallace and public

The Planning Commission meeting was called to order by Commissioner Mino. Commissioner Spainhower made a motion to approve the July 15, 2014 minutes as written and Commissioner Hirst seconded the motion. The motion was carried.

**SIGN APPEAL:** To consider the request for an appeal to the denial of a sign permit to Fairway Outdoor Advertising, 1734 15<sup>th</sup> St NW, Suite 3, Rochester, MN regarding a dynamic sign replacing a current non-conforming poster billboard at 1400 14<sup>th</sup> St NW in a "B-2" Community Business District. Said action is pursuant to City Code Section 4.50.

Ms. Wallace addressed the Commissioners indicating the existing sign is owned by Fairway Outdoor Sign and located at 1400 14<sup>th</sup> Street NW. There currently is not an ordinance in place for dynamic billboards. The pole meets the required setbacks which is 7 feet due to the clearance. The sign is not to exceed 22 feet in height although clearance needs to be provided for vehicles in the parking lot. The existing sign is 30 feet in height.

In 2011, the Planning Commission was brought an appeal of the same kind located on Oakland Avenue West by the Kwik Trip. Many questions regarding safety and timing between advertisements were discussed. Since this sign was approved by City Council, there has not been any significant complaints merely positive observations.

This sign will be two faced and is located in a non-residential area. Todd Wicker of 4220 9<sup>th</sup> Street NW, Rochester, from Fairway Outdoor Advertising and Ray Kosis of 2927 Maywood Common Circle SW, Rochester, the Fairway Outdoor Advertising General Manager indicated the north face will be dynamic and the south face will remain static. The timing between advertisements can be set and the Sheriff's Department has the ability to take over the sign at any time for Amber Alerts and other various emergency needs. The lights are 12 by 12 panels that are replaceable.

Commission Spainhower made a motion to recommend the approval of the sign appeal with the same conditions as approved in 2011 to the City Council. Commissioner Skalicky seconded the motion and the motion was carried.

**OPEN PUBLIC HEARING:** To consider a request from Mike Olson, 3403 6<sup>th</sup> St NE, Austin MN for review of a preliminary plat, pursuant to Austin City Code Section 13.10, of six lots and four outlots in the Cedar Ridge Development, which was annexed by the City of Austin.

Ms. Wallace indicated this open public hearing for the preliminary plat of Cedar Ridge Subdivision #2 as an unusual situation. There had already been a preliminary plat and some work done on the subdivision with the county and Lansing Township. The area was annexed prior to those documents being recorded which necessitated the process to start again even though some improvements had been made thru the city or before the preliminary plat was submitted to the city pursuant to Ordinance 13. The property is located east of 540<sup>th</sup> Avenue and south of County Road 25 and is a total of 33.61 acres. She went over the application and backup material.

Commissioner Helle requested more information regarding the park dedication and fee detail. Mr. Lang indicated he was not sure on what the fee would be and the acreage was calculated on a per lot basis being 0.008 acres per dwelling. The six lots there are much larger than a typical lot in town. It was determined that outlots A, B, C and D could be developed into six lots per outlot. Taking the total number of 30 lots by 0.008 per lot is how the 0.24 acres for a park dedication was determined.

Commissioner Helle continued with clarification if the preliminary plat would move forward with the non-conforming streets policy because it is rural in nature and would it remain that way for the foreseeable future? Mr. Lang indicated this would be considered in the development agreement with attaching to the county road. There may be an opportunity to incorporate a narrow trail instead of a sidewalk in the right of way to provide an off street walking space for the pedestrians. Austin Utilities requested an easement which will be shown on the plat.

Mike Olson, who resides at 3403 6<sup>th</sup> Street NE, Austin, is the owner of Cedar Ridge Development and Cedar Ridge Development #2. Twelve home residential well will be used and six are complete.

Commissioner Kime made a motion to approve the Preliminary Plat as a recommendation to the City Council with the utility easement added to the official preliminary plat and the following three bullet points subject to negotiation of the development agreement.

- Park dedication or a fee in-lieu of land is being discussed between the City Planner and Park Department staff and they will provide a recommendation which is consistent with the requirements of Section 13.20 of the Subdivision Ordinance.
- While some specific proposed elements do not meet the specifics of the Subdivision Ordinance, (i.e. addition 5' width of corner lots and pavement width), the proposed plat is consistent with the purpose of providing for harmonious development of subdivided area; for coordinated layout; for the proper arrangement of streets; for adequate and convenient spaces for traffic, utilities, recreation, light, air and access for fire-fighting equipment and for adequate provision of water, drainage, sewer and other sanitary facilities." (Section 13.01, Subd.1.C.).
- The City Engineer will draft a development agreement providing for any additional elements which will need to be addressed for City Council adoption as part of the final plat review.

**OTHER BUSINESS:**

On October 2, 2014, Holly Wallace, former Planning Commission member since 2011, recently took over as Planning & Zoning Administrator after the retirement of Craig Hoium. She is happy to be here amongst familiar faces and looking forward to working with the Planning Commission in the future. All members welcomed Holly.

Commissioner Helle made a motion to adjourn the meeting with a second by Commissioner Kime. All were in favor and the meeting was adjourned at 6:17 pm.