

**MINUTES
PLANNING COMMISSION**

FERUARY 6, 2012

Chairman Dan Roberts called the meeting to order at 6:30 p.m. Members present were Darlene Loven, Jeff Bertram, Donovan Mayer, and Bob McDaniel. Also present was Renee Eckerly, City Administrator; Stephanie Hormann, Cable Coordinator; Kent Kortlever, Police Chief; Ron Wasmund, Inspectron, Inc.; and Tom Peck.

Motion was made by McDaniel to approve the minutes of the January 3, 2012 Planning Commission Meeting. Seconded by Loven and unanimously carried.

VARIANCE- CREDIT UNION

Peck gave a report regarding the location of the building and roadways. He explained the 3 tier drive thru lane with the outside lane having an ATM machine. Peck stated that there will be a monument sign on the east side of the property that will be 10 feet wide by 12 feet high that will be 110 feet from the intersection and 85 feet from the center line of State Highway 23 and will be in alignment with the Subway sign. As for the parking lot, Peck reported that there will be no exits onto Hwy. 23, the 2 exits will be onto Main Street West and the cars will be circulating counter-clockwise through the parking lot. There's also a 100 foot setback from the intersection on Main Street to avoid traffic backup. Peck has not visited with Subway regarding the variance, but he stated that he would.

Motion was made by Bertram to approve the Report & Recommendation of Planning Commission On Application For Variance. Seconded by Loven and unanimously carried.

VACATION - OPPORTUNITY PARK- MERIDIAN STREET & VARIOUS UTILITY EASEMENTS

Eckerly gave a report regarding the street and easements and stated that the Opportunity Park Plat will go over the street and the utility easements, so the vacation is necessary. Mayer asked if there are any current utilities there. Eckerly replied that there are no utilities since the street is not developed; it's just platted.

Motion was made by Mayer to approve the vacation of Meridian Street & various utility and drainage easements and recommend such to the City Council. Seconded by McDaniel and unanimously carried.

ELECTION OF OFFICERS/TERMS

The Commission discussed what the length of their terms should be. Loven felt her term should be done in 2012, not 2011 since she was appointed in January 2009. McDaniel felt that there was a typo and Mayer felt that the City Council should set the terms.

Motion was made by Bertram to elect Roberts as Chairman, McDaniel as Vice Chairperson, and Eckerly as Secretary. Seconded by Loven and unanimously carried.

Motion was made by Bertram for the Commission to have four staggered three year terms and one annual Council member and recommend such to the City Council. Seconded by Loven and unanimously carried.

TEMPORARY USE ORDINANCE NO. 139, 2ND SERIES

Kortlever was in attendance to discuss his concerns regarding limiting the number of RV's downtown. He was opposed to the ordinance to begin with, but was open to solutions. Now that it is no longer going forward, he wants to know how the Commission wants to proceed. He doesn't want the business district to become a parking lot for RV's because it would be unsightly and is concerned about the timing because people could stay 48 hours, leave to go to the RV dump, and then come right back and stay for another 48 hours. Town and Country Days has RV's parked for several days, every year. He also asked if the permit would be issued to the property owner the RV is staying on and if this permit would be issued every year, when needed, or would it be a blanket permit. Kortlever replied that he is not personally against this, but if everybody does it and there's no way to monitor it, it won't be good for downtown. Currently, people can't park their RV downtown, but they can on private property.

McDaniel stated that this started so people could stay somewhere if they had too much to drink and there is no basis for turning the City into a commercial RV parking lot, but the intent was to be neighborly and allow people to stay. Bertram added that he wants to be reasonable and likes that the Commission is being proactive instead of reacting to a specific person or business.

The Commission then discussed giving annual permits to property owners and charging them \$50.00 a year, limiting the number of RV's that can be parked there at one time to two units, and the permit holder has to notify the police department when someone is staying. They also want a stipulation that RV's will be able to park for no more than 48 hours per 14 days and not allow them to have generators.

After discussing the fact that not many property owners would request a permit,

Motion was made by Mayer to rescind the original recommendation for Temporary Ordinance No. 139, 2nd Series. Seconded by McDaniel and unanimously carried.

VACATION- ALLEY BEHIND QUEEN BEES

The Commission reviewed an update on the layout for the alley vacation and Bertram gave a report from the Public Works Commission standpoint. He stated that they denied the vacation, but they have not seen the new layout. There is a purchase agreement on the parking lot and this new layout works for Corner Drug's new building.

Motion was made by McDaniel to approve the vacation of 50 feet contingent on the building and garage being removed, a utility easement clarification, and letter of agreement with the parking lot owner to allow the public to drive across to get to the public alley. Seconded by Mayer and unanimously carried.

BUILDING INSPECTION SERVICES- RFP'S

Wasmund was present to discuss concerns over his service delivery in 2011. Inspectron, his company, had a difficult year because permit activity was down companywide; he laid off employees and reduced hours for others. This caused him to seek additional clients, and he had to work more, and struggled to find a balance with the new clients and the staff he had left. Service levels suffered because of that and Paynesville is not the only one who has had issues which he isn't proud of, but he is working to improve it. He also stated that he has walked a fine line between contractors and enforcing the code and doesn't want to harm the relationship he has built with contractors.

Bertram stated that the frustration wasn't with his company's inspection services, but was with the glitches in service and the drop in communication. Mayer reported that he is not impressed with the service and the list of open permits is a concern for him. Bertram suggested having the City help try to close them. Wasmund responded that he is aware of the open permits and that some of them are held by good contractors and that poor staff reporting resulted in them staying open. Wasmund is committed to getting the open permits closed and will do the necessary follow ups on the permits. He also reminded the Commission that it is the responsibility of the permit holder to call for the final inspection and Inspectron sends out a reminder card after 30 days to the permit holder to schedule their final inspection and also sends out a letter after 180 days. This process hasn't been as successful as he would like; he will now send a letter denying new permits until open ones are closed. Bertram liked that idea because it is in the people's best interest because it keeps things safe. Roberts then stated that he has seen contractors fined by the State for not closing permits. Eckerly stated that the City would do anything they could to help. The Commission also discussed waiting until April to renew Wasmund's contract if he can make the necessary improvements and they could possibly renew the contract for one and a half years at that time.

RESIDENTIAL CODE COMMITTEE OPPOSES FIRE SPRINKLER REQUIREMENT CODE

Wasmund reported that the Builder's Association opposes this and it only applies to new buildings. The concern is over using new lightweight building components that won't hold up in a fire. Since the components aren't strong enough they will burn through and firefighters won't be able to go into a burning house with these components after ten minutes. He is also concerned about the availability of water if a fire were to happen in a rural area without a City's water reserves and the cost of putting in a fire suppression system in single family homes.

There being no further business the meeting was adjourned at 8:33 p.m.