

**PLANNING COMMISSION
PAYNESVILLE CITY HALL COUNCIL CHAMBERS
OCTOBER 17, 2016
6:00 P.M.**

AGENDA

- I. CALL TO ORDER
- II. CONSENT AGENDA
 - A. Minutes (page 1)
- III. NEW BUSINESS
- IV. OLD BUSINESS
 - A. Re-Zone Request – Bill & Hancy Fuchs (page 5)
 - B. Conditional Use Permit – Sign – MN Annual Conf. – UTD Methodist Church (GUM Church) (page 14)
- V. INFORMATIONAL
 - A. CCLD Review Newsletter (page 28)
 - B. Building Inspector Report (page 40)
 - C. Next Meeting – Monday, November 7, 2016 at 6:00 p.m.
- VI. ADJOURN

***Reminder: 6:05 p.m. Fuchs Re-Zoning Public Hearing
6:15 p.m. GUM Church Conditional Use Public Hearing***

Please contact Renee Eckerly at 320-243-3714 ext. 227 or at renee@paynesvillemn.com if you can't attend the meeting.

**Members: Randy Christman, Carly Brockner, Ron Mehr, Bob McDaniel, and Neil Herzberg.
Advisory Members: Renee Eckerly, City Administrator and Brad Mehlhop, Building Official**

This agenda has been prepared to provide information regarding an upcoming meeting of the Paynesville Planning Commission. This document does not claim to be complete and is subject to change.

BARRIER FREE: All Paynesville Planning Commission meetings are accessible to the handicapped. Attempts will be made to accommodate any other individual need for special services. Please contact City Hall (320) 243-3714 early, so necessary arrangements can be made.

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: Planning Commission

Committee/Council Meeting Date: October 17, 2016

Agenda Section: Consent

Originating Department: Administration

Item Number: II - A

ITEM DESCRIPTION: Minutes

Prepared by: Staff

COMMENTS:

Please review the minutes from the September 19, 2016 Planning Commission meeting.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to approve the minutes from the September 19, 2016 Planning Commission meeting.

**MINUTES
PLANNING COMMISSION**

SEPTEMBER 19, 2016

Chairman Ron Mehr called the meeting to order at 6:00 p.m. Other members present were Bob McDaniel, Carly Brockner, and Neil Herzberg. Randy Christman was absent. Also present was Renee Eckerly, City Administrator, JoLyn Lindquist, Social Media Specialist, Brad Mehlhop, Building Official, and Jim Freilinger, GUM Church.

Motion was made by McDaniel to approve the minutes of the July 18, 2016 and August 1, 2016 Planning Commission meetings. Seconded by Herzberg and unanimously carried.

RE-ZONING REQUEST – BILL & HANCY FUCHS

A Re-Zoning Application was submitted by Bill & Hancy Fuchs, owners of the property located at 201 Minnie St. (former Credit Union) Lots 1, 2, 3, 4 of Gales Addition; Parcel Numbers 70.38752.0000 and 70.38751.0000 from C-1 Central Business District to I-1 Light Industrial to conduct an auto repair shop – machine shop which is a conditional use permit in C-1, but a permitted use in I-1.

Items to note and think about if Re-zoned:

- Would make existing conforming structure non-conforming; would not meet the front set back of 25' in I1
- Is re-zoning consistent with the City's Comprehensive Plan and a good location for industrial use
- Does the City want an industrial lot sandwiched between residential to the east and west
- In all Commercial and Industrial Districts adjacent to Residential Districts and not divided by streets there shall be provided along the property line, a twenty (20) foot wide planting strip composed of grass, trees and shrubs. A screening fence may be utilized when approved by the Planning Commission. Such fence shall not exceed eight (8) feet in height nor be less than six (6) feet in height and shall screen up to eighty (80) percent per square yard of area
- Future Comprehensive Plan map shows this area to remain Commercial – see attached map

Items to think about if it was permitted by a Conditional Use Permit:

- Existing structure would remain conforming and meet setbacks
- Complies with the City's Comprehensive Plan
- City would have some control over outside storage, how much, and for how long, etc. that could be outlined in a conditional use permit

Mr. Fuchs provided accurate items to think about that are included in his application. McDaniel mentioned the 4 buildings abutting the property and on Lake Ave. are residential. The Committee discussed the purpose of notifying the residents. McDaniel felt it was premature to have a meeting without discussing it with those residents.

Motion was made by McDaniel to postpone any action until further research has been complete. Motion died for a lack of a second.

Motion was made by Herzberg to set the Bill & Hancy Fuchs Re-Zoning Public Hearing for Monday, October 17, 2016 at 6:05 p.m. Seconded by Brockner and passed 3:1 (Mehr, yes; Brockner, yes; Herzberg, yes; McDaniel, no).

CONDITIONAL USE PERMIT – SIGN - MN ANNUAL CONF. UTD METHODIST (GUM CHURCH)

A Conditional Use Permit Application was submitted by MN Annual Conf. UTD Methodist (GUM Church) at 500 Business 23 W, Paynesville, MN. Lot 10, Block 1, Gilberts Addition; Parcel Number 70.38994.0000. The property in question is zoned "R-1" – Single Family Residential District, and the actual use of the property is a church which is a conditional use allowed under City Code, Chapter 11, Section 11.30, Subd. 4e, within a residential district. They are seeking permission for a changeable copy sign to be in excess of 32 square feet per surface with no more than two (2) surfaces, the proposed sign to have two (2) surfaces with total sign area of 127.2 square feet, which may be allowed under a Conditional Use Permit under the provisions of City Code, Chapter 11, Section 11.14(l) (ii).

Items to note and think about:

- They meet the 50' setback from the property line of the adjoining residence
- They are willing to turn off the changeable copy sign between 10:00 p.m. and 7:00 a.m.
- They meet the 30' setback from the intersection of Oak Park Ave. and Business 23 W

Freilinger reviewed the height, changeable copy sign and the addition of ambient lighting. Freilinger further addressed the number of signs on the property. The other signs were purchased with memorial funds so it is difficult without working with the people; they may come down in the future, but can't guarantee it at this time. If the sign is setback the 5' it would overhang into the parking lot drive lane.

Motion was made by Brockner to set the MN Annual Conf. UTD Methodist (GUM Church) Conditional Use Permit Public Hearing for Monday, October 17, 2016 at 6:15 p.m. Seconded by McDaniel and passed (Herzberg abstained as he attends GUM Church and wants to stay neutral).

VARIANCE REQUEST – SIGN - MN ANNUAL CONF. UTD METHODIST (GUM CHURCH)

A Sign Variance Application was submitted by the MN Annual Conf. UTD Methodist (GUM Church), 500 Business 23 W, Lot 10, Block 1, Gilberts Addition; Parcel Number 70.38994.0000. The property in question is zoned "R-1" – Single Family Residential District, and the actual use of the property is a church which is a conditional use allowed under City Code, Chapter 11, Section 11.30, Subd. 4e, within a residential district. They are seeking a three-part variance:

1. The new sign will exceed up to 10' in height regulation, being 16' in height
2. They wish to keep their two existing signs and erect a new sign for a total of 3 signs; ordinance allows for only one sign

3. The new sign (any part of the sign and the sign structure) must meet the 5' setback off the road right of way; the proposed sign is only 2' off the road right of way; therefore, seeking a 3' variance

Items to note and think about:

- This will be their third sign on their property; they currently have a back lit sign next to the church building on (east side) and a prayer garden sign next to the new proposed sign
- New sign will exceed the total allowable square footage; therefore, needing conditional use permit
- They will meet the necessary 30' setback from the intersection of Oak Park Ave. and Business 23 W
- They will meet the 50' setback from the adjacent residential property (Paul Thielen's property)

The Planning Commission can approve all or parts of the variance request. The Commission worked through the Report & Recommendation for Council.

Motion was made by McDaniel to approve the Report & Recommendation for MN Annual Conf. UTD Methodist (GUM Church) and recommend such to the City Council. Seconded by Brockner and unanimously carried.

GTS EDUCATIONAL EVENTS

Eckerly expressed the importance of the training. The City will pay the registration fee, mileage, and meals. There may also be one held in the spring (February). McDaniel commented that the training is very good and beneficial.

BUILDING INSPECTOR REPORT

Mehlhop reported on the open permits. The open permit from 2013; the owners are doing their own work - sheet rocking and taping is done they are working on the tile floor.

NEXT MEETING

The next meeting will be October 3, 2016 at 6:00 p.m.

There being no further business, the meeting was adjourned at 6:40 p.m.

4

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: Planning Commission

Committee/Council Meeting Date: October 17, 2016

Agenda Section: Old Business

Originating Department: Administration

Item Number: IV - A

ITEM DESCRIPTION: Re-Zoning Request – Bill & Hancy Fuchs

Prepared by: Staff

COMMENTS:

Please review the attached Re-Zoning Application submitted by Bill & Hancy Fuchs, owners of the property located at 201 Minnie St. (former Credit Union) Lots 1, 2, 3, 4 of Gales Addition; Parcel Numbers 70.38752.0000 and 70.38751.0000 from C-1 Central Business District to I-1 Light Industrial to conduct an auto repair shop – machine shop which is a conditional use permit in C-1, but a permitted use in I-1.

Items to think about if Re-zoned:

- Would make existing conforming structure non-conforming; would not meet the front set back of 25' in I1
- Is re-zoning consistent with the City's Comprehensive Plan and a good location for industrial use
- Does the City want an industrial lot sandwiched between residential to the east and west
- In all Commercial and Industrial Districts adjacent to Residential Districts and not divided by streets there shall be provided along the property line, a twenty (20) foot wide planting strip composed of grass, trees and shrubs. A screening fence may be utilized when approved by the Planning Commission. Such fence shall not exceed eight (8) feet in height nor be less than six (6) feet in height and shall screen up to eighty (80) percent per square yard of area
- Future Comprehensive Plan map shows this area to remain Commercial – see attached map

Items to think about if it was permitted by a Conditional Use Permit:

- Existing structure would remain conforming and meet setbacks
- Complies with the City's Comprehensive Plan
- City would have some control over outside storage, how much, and for how long, etc. that could be outlined in a conditional use permit

Mr. Fuchs provides accurate items to think about that are included in his application.

ADMINISTRATOR COMMENTS:

The Planning Commission will need to work through the questions on the Report & Recommendation.

COMMITTEE/COUNCIL ACTION:

Motion to APPROVE/DENY the Bill and Hancy Fuchs Report & Recommendation Of Planning Commission Regarding Request For Re-Zoning and recommend such to the City Council.

5

CITY OF PAYNESVILLE ~ RE-ZONING APPLICATION

221 Washburne Ave. ~ Paynesville, MN 56362

Phone: 320-243-3714 ~ Fax: 320-243-3713

List All Property Owners: WILLIAM + HANCY FUCHS

Contact Person: BILL FUCHS Email Address: BILL@BILLFUCHSMOTORSPORT.CO

Mailing Address: 372 GENESEE ST. P-VILLE MN. 56362

Telephone No.: 320-237-3510 Parcel No.: 70.38752.0000 + 70.38751.0000

Property Address: 201 MINNIE ST

Legal Description: Lot: 1, 2, 3, 4 Block: Addition: GALE'S ADD.

CURRENT ZONE: C-1
EXISTING USE: NOT USED SINCE 2012

PROPOSED ZONE: I-1 - Light Industrial
PROPOSED USE: AUTO REPAIR - MACHINE SHOP

Application Fee: \$200.00
(non-refundable) These are the fees incurred per document: Advertising \$48.00 (average), Recording \$46.00 (actual), Postage \$33.00 (average), Legal \$123.00 (average), totaling \$250.00.

WILL THIS RE-ZONE REQUIRE A CONDITIONAL USE? NO
WILL THIS RE-ZONE REQUIRE A VARIANCE? YES - FRONT SETBACK -
Existing Building would become non-conforming as it would not meet the
DESCRIPTION OF REQUEST: (use separate sheet if needed) 25' front set back.
SEE ATTACHED

Application Must Include:

- Legal description from abstract.
- Statement containing all the circumstances, factors, and arguments that the applicant offers in support of the proposed re-zone.
- Any written or graphic data required by the City Administrator.

[Signature]
All Property Owners Must Sign This Application

9-4-16
9-4-16
Date

For office use only:

Application Fee: \$200.00 (non-refundable)
For office use only: Cash

Check No. 9490 Date Paid 9/4/16

Present To Planning Commission Date: 9/14/16
Planning Public Hearing Date: 10/14/16

Planning Set Public Hearing Date: 9/14/16
Council Makes Determination Date: 10/24/16

PLANNING COMMISSION ACTION:

Recommended to Council Approved

Denied Date: PAID

CITY COUNCIL ACTION: Approved

Denied Date: SEP 06 2016

Date Received In Office:
(Stamp) CITY OF PAYNESVILLE

To: City of Paynesville

Date: 9-4-16

From: Bill & Hancy Fuchs

This document is to support my request for re-zoning of my four lots in the city limits from C-1 to I-1. Please see my comments below.

- This property is geographically "cut off" and separated from ALL other "Central Business District" property by the railroad tracks and well over 20 trains per day.
- The other two lots zoned C-1 north of the tracks are now owned by the city and were used for the 2016 Lake Street realignment project.
- This property is also separated and "cut off" from ALL other "Central Business District" property by both Light and Heavy Industrial district property.
- This property did not have sidewalks prior to 2016 and is apparently not "commercial" enough to warrant sidewalks or street lights from the 2016 street project.
- This property was FOR SALE for over two and a half years. It did not sell even though it was priced at 25% of its assessed value due to the reasons stated above.
- I purchased this property with the intent of opening an auto repair and machine shop. This would require a conditional use permit under the current zoning.
- Zoning this property I-1 would match the intended future usage (opening November 1st 2016).
- This property abuts R-1 property to the West. That area of my property is currently a 50' wide undeveloped lot with grass and trees. This is double the "buffer zone" required.
- This property abuts "Darby Lane" on the East.
- When discussing this rezone request with Jennifer Welling she stated that one possible issue could be the "future potential" for an adult business due to the I-1 zoning. After additional research this has proven to be a "non-issue" due to the lot size in relation to the R-1 setback requirements for adult businesses.

Thank you for your time and consideration, Bill & Hancy Fuchs

Title

23.16149.0000
CROW RIVER TRAIL GUARDS INC

70.38751.0000

70.38752.0000

70.38751.0000

Paynesville

Block 2

lot 1+2

lot 3

lot 4

DARBY LN

MINNIE ST

55

WASHBURNE AV

Land Use Web Application

Legend

Parcels

0 10 20 40
Feet



Data is as represented in Stearns County Databases. It is NOT intended for Locational Use and Stearns County waives all liability from this product.

This map is made available as an "as-is" basis, without express or implied warranty of any sort including, specifically, any implied warranty of fitness for a particular purpose, accuracy, timeliness, or non-infringement, or any other liability relating to the accuracy or content of the data sets.

Auditor/Treasurer
Division of Land Management
September 9, 2016



Abstract of Title

To the following described Real Estate situated in

STEARNS COUNTY

1

Lots One (1), Two (2), Three (3) and Four (4) of Gale's Addition to the Village (now City) of Paynesville, according to the plat and survey thereof on file and of record with the County Recorder in and for Stearns County, Minnesota.

A & J Abstract & Title

Ross M. Amundson, Licensed Abstractor

David T. Johnson, Licensed Abstractor

217 West James Street

P. O. Box 241

Paynesville, MN 56362

Phone: (320) 243-6020

Fax: (320) 243-1075

a

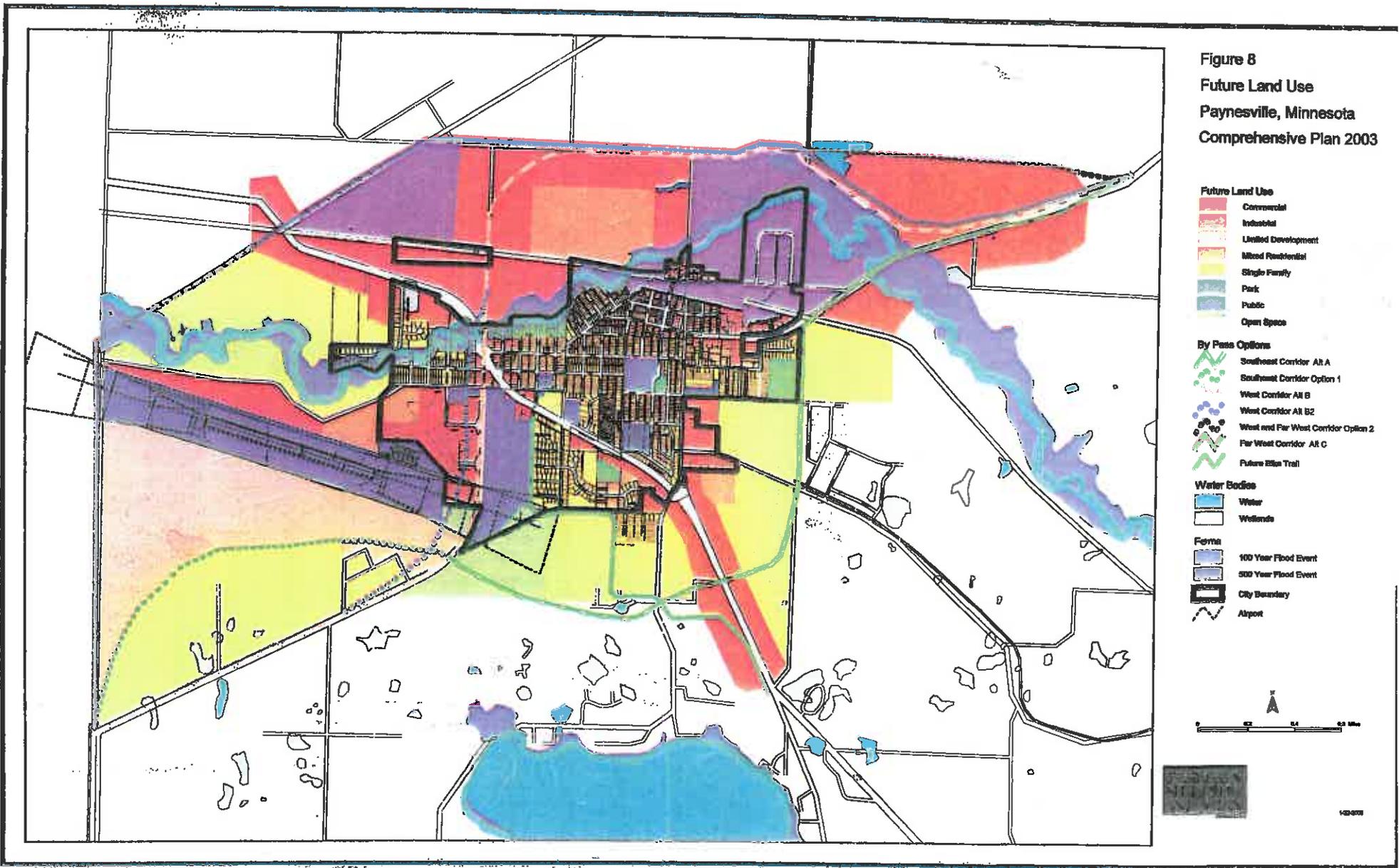
CITY OF PAYNESVILLE

RECH#: 00047389 9/06/2016 9:52 AM
OPER: FRONT TERM: 001
REF#: 9490

TRAN: 10.0020 REZONING FEE
fuchs rezone
ZONING FEES 200.00CR

TENDERED:	200.00	CHECK
APPLIED:	200.00-	
CHANGE:	<u>0.00</u>	

Figure 8
Future Land Use
Paynesville, Minnesota
Comprehensive Plan 2003



//

REPORT & RECOMMENDATION OF PLANNING COMMISSION
REGARDING REQUEST FOR RE-ZONING

REPORT

William Fuchs and Hancy Fuchs, are the owners of property in the City of Paynesville, County of Stearns, State of Minnesota, located at 201 Minnie Street, identified as Tax Parcel Nos. 70.38752.0000 and 70.38751.0000, and legally described as follows, to-wit:

Lots 1, 2, 3 and 4, Gales Addition to the City of Paynesville, according to the plat and survey thereof on file and of record in the office of the County Recorder in and for Stearns County, Minnesota;

and said owners have requested that said property be re-zoned from its current status as "C-1" – Central Business District, to "I-1" – Light Industrial District.

All required information was provided with the request for re-zoning and the required fee was paid.

The City Administrator referred the request for re-zoning to the Planning Commission for its report and recommendation to the City Council.

The Planning Commission set a hearing on the request for re-zoning for October 17, 2016 at 6:05 p.m., at Paynesville City Hall, Council Chambers, Paynesville, Minnesota. Proper notices were posted, published and mailed to affected property owners in accordance with the requirements of the laws of the State of Minnesota and the City Code of the City of Paynesville.

At the public hearing members of the public were given an opportunity to present their views regarding the request for re-zoning. The public comment included the following:

The Planning Commission, having considered the request for re-zoning, together with public comments, concludes that the property:

- _____ a) Should be re-zoned as requested by the property owner so that the property legally described above would be re-zoned from its current zoning of "C-1" – Central Business District, to "I-1" – Light Industrial District; or
- _____ b) That the property should not be re-zoned.

RECOMMENDATION

The Planning Commission recommends that the request for re-zoning of the property, legally described as follows, to-wit:

Lots 1, 2, 3 and 4, Gales Addition to the City of Paynesville, according to the plat and survey thereof on file and of record in the office of the County Recorder in and for Stearns County, Minnesota;

should:

- _____ a) Be granted so that the property is re-zoned from its current zoning status as "C-1" – Central Business District, to "I-1" – Light Industrial District; or
- _____ b) Denied so that the property remains zoned as it currently is as "C-1" – Central Business District.

PAYNESVILLE PLANNING COMMISSION

Date: October 17, 2016

By: _____
Ron Mehr, Chairperson

ATTEST:

Renee Eckerly, City Administrator

13

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: Planning Commission

Committee/Council Meeting Date: October 17, 2016

Agenda Section: Old Business

Originating Department: Administration

Item Number: IV - B

ITEM DESCRIPTION: Conditional Use Permit – Sign - MN Annual Conf. UTD Methodist (GUM Church)

Prepared by: Staff

COMMENTS:

Please review the Conditional Use Permit Application submitted by MN Annual Conf. UTD Methodist (GUM Church) at 500 Business 23 W, Paynesville, MN. Lot 10, Block 1, Gilberts Addition; Parcel Number 70.38994.0000. The property in question is zoned "R-1" – Single Family Residential District, and the actual use of the property is a church which is a conditional use allowed under City Code, Chapter 11, Section 11.30, Subd. 4e, within a residential district. They are seeking permission for a changeable copy sign to be in excess of 32 square feet per surface with no more than two (2) surfaces, the proposed sign to have two (2) surfaces with total sign area of 127.2 square feet, which may be allowed under a Conditional Use Permit under the provisions of City Code, Chapter 11, Section 11.14(I) (ii).

Items to note and think about:

- They meet the 50' setback from the property line of the adjoining residence
- They are willing to turn off the changeable copy sign between 10:00 p.m. and 7:00 a.m.
- They meet the 30' setback from the intersection of Oak Park Ave. and Business 23 W

ADMINISTRATOR COMMENTS:

The Planning Commission will need to work through the questions on the Report & Recommendation.

COMMITTEE/COUNCIL ACTION:

Motion to APPROVE/DENY the MN Annual Conf. UTD Methodist (GUM Church) Report & Recommendation Of Planning Commission On Application For Conditional Use Permit and recommend such to the City Council.

CITY OF PAYNESVILLE ~ CONDITIONAL USE APPLICATION

221 Washburne Ave. ~ Paynesville, MN 56362

Phone: 320-243-3714 ~ Fax: 320-243-3713

List All Property Owners: MN Annual Conf-UTD Methodist

Contact Person: Jim Frellinger Email Address: Jim.Frellinger@state.mn.us

Mailing Address: 500 Business 23 West, Paynesville, MN 56362

Telephone No.: 320-243-7382 Parcel No.: 70.38994.0000

Property Address: 500 River St. West, Paynesville, MN 56362

Legal Description: Lot: 010 Block: 001 Addition: Gilbert 5th

ZONE: Residential

EXISTING USE OF PROPERTY:

Non-Residential Use (Church)

Application Fee: \$225.00 (non-refundable) These are the fees incurred per document: Advertising \$48.00 (average), Recording \$48.00 (actual), Postage \$33.00 (average), Local \$123.00 (average), totaling \$252.00.

WILL THIS CONDITIONAL USE REQUIRE A VARIANCE ALSO? Yes

DESCRIPTION OF REQUEST: (use separate sheet if needed)

See Attached

DRAWING OF PROPOSED CONDITIONAL USE: (use separate sheet)

Application Must include:

- Legal description from abstract.
Any written or graphic data required by the City Administrator.

Robert Bergstrom (Chair Trustees)

All Property Owners Must Sign This Application

9-6-16 Date

For office use only:

Application Fee: \$225.00 (non-refundable) For office use only: Cash

Check No. 23409 Date Paid 9/7/16

Present To Planning Commission Date: 9.19.16 Planning Public Hearing Date: 10.17.16

Planning Set Public Hearing Date: 9.19.16 Council Makes Determination Date: 10.24.16

PLANNING COMMISSION ACTION:

Recommended to Council Approved Denied Date:

CITY COUNCIL ACTION: Approved Denied Date:

3/1/2016

Date Received In Office: (Stamp)



SEP - 7 2016

15

GRACE UNITED METHODIST CHURCH

PAYNESVILLE, MN

REQUEST FOR CONDITIONAL USE PERMIT

Request for a conditional use permit in a residential area for a non-residential use:

1. **One electronic and changeable copy sign;**
 - a. **Changeable copy sign shall not be lit up between 10:00 p.m. and 7:00 a.m.**
 - b. **Shall be located in excess of 50 feet from the property line with any adjoining residential use.**
2. **Sign will not extend or project over a sidewalk or street right-of-way**
3. **Sign will be installed in accordance with the current electrical code and a separated sign permit will be obtained as required.**
4. **The changeable copy sign will meet or exceed the required display for each image as required.**

INDIGO

SIGNWORKS

10000 Highway 101, Suite 100, Paynesville, MN 56458

Grace United Methodist Church

Paynesville, MN
Quote # 39198 FINAL

Date: 05/16/2016
Revised Date: 08/29/2016

Sales Representative:
Bob Wall

Drawn by: GAN

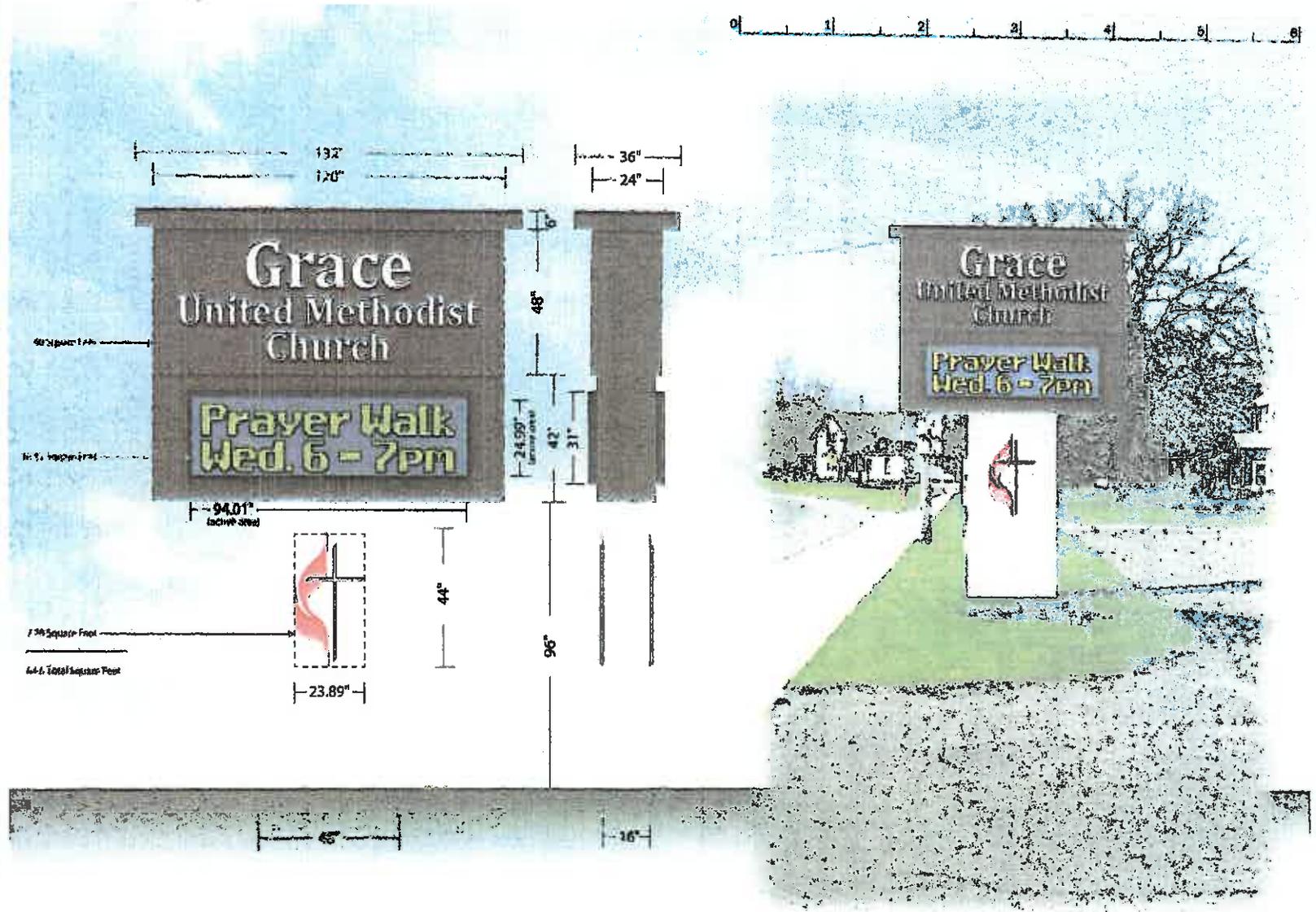
Page Scale: 3/8" = 1'-0"
Page Size: 11x17

X

Illustrated Details: Solid Python Skin
Cabinet: Aluminum (printed PMS 4625)
Face: White Polycarbonate
Graphics: 3M Film
Deep Mahogany Brown 7725-19

Electronic message center:
Model: Daktronics
G56-32X120-19.B-RGB-2V
Matrix: 32x120
Pixel Pitch: 19.8mm
LED Color: Full Color RGB

Non-Illuminated Logo:
Material: 1/4" & 1" PVC
Color: 1/4" is Red, 1" is Black
Mounting: Stud Mount to cladding



3

INDIGO

Signs & Graphics
 10000 Highway 101, Suite 100, Paynesville, MN 56458
 Phone: 218-233-1111

Grace United Methodist Church

Paynesville, MN
 Quote # 39198-1

Date: 05/14/2016
 Revised Date: 09/06/2016

Sales Representative:
 Bob Wolfe

Drawn by: GAN

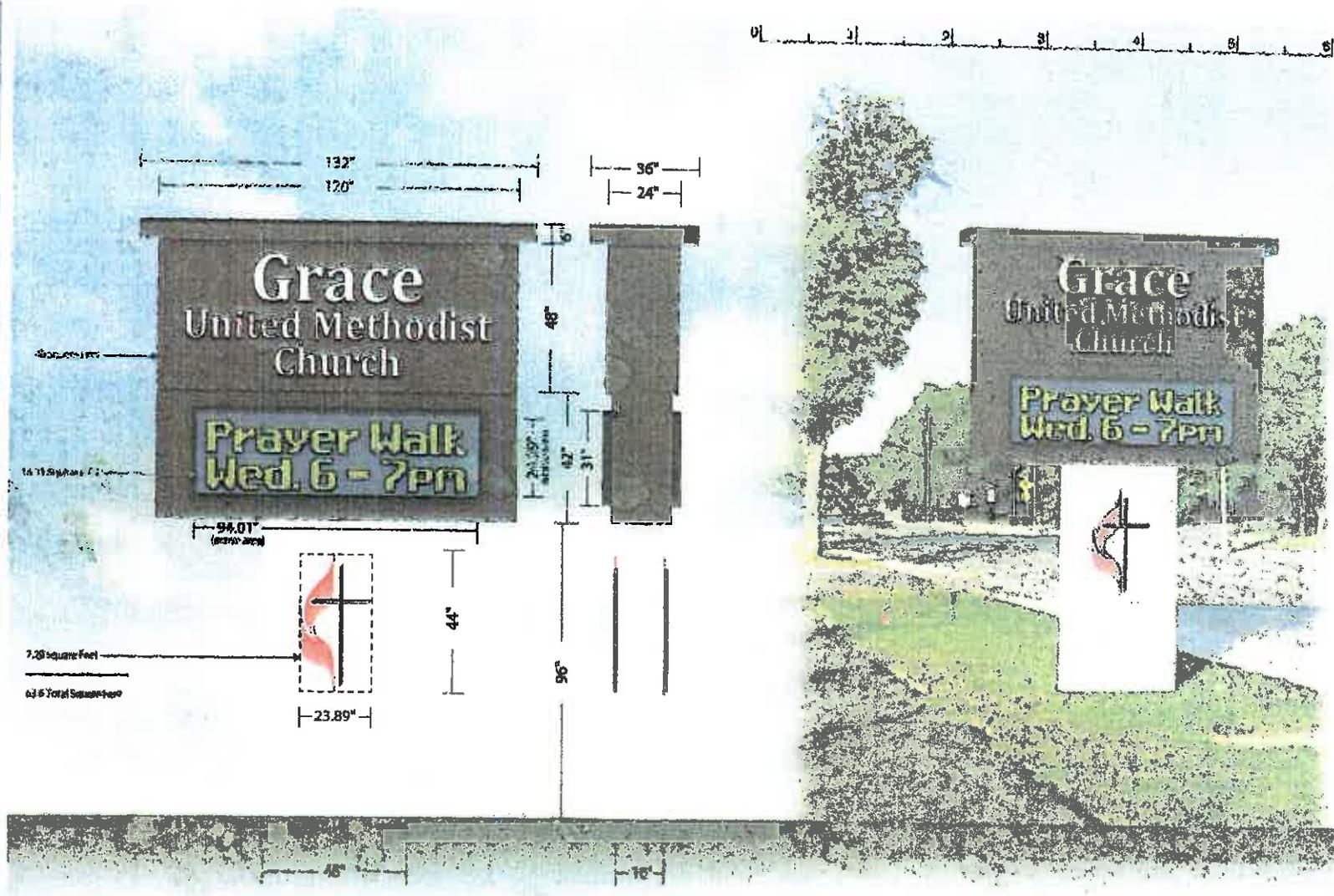
Page Scale: 3/8" = 1'-0"
 Page Size: 11x17

Manufactured Display Sign Fabric Size

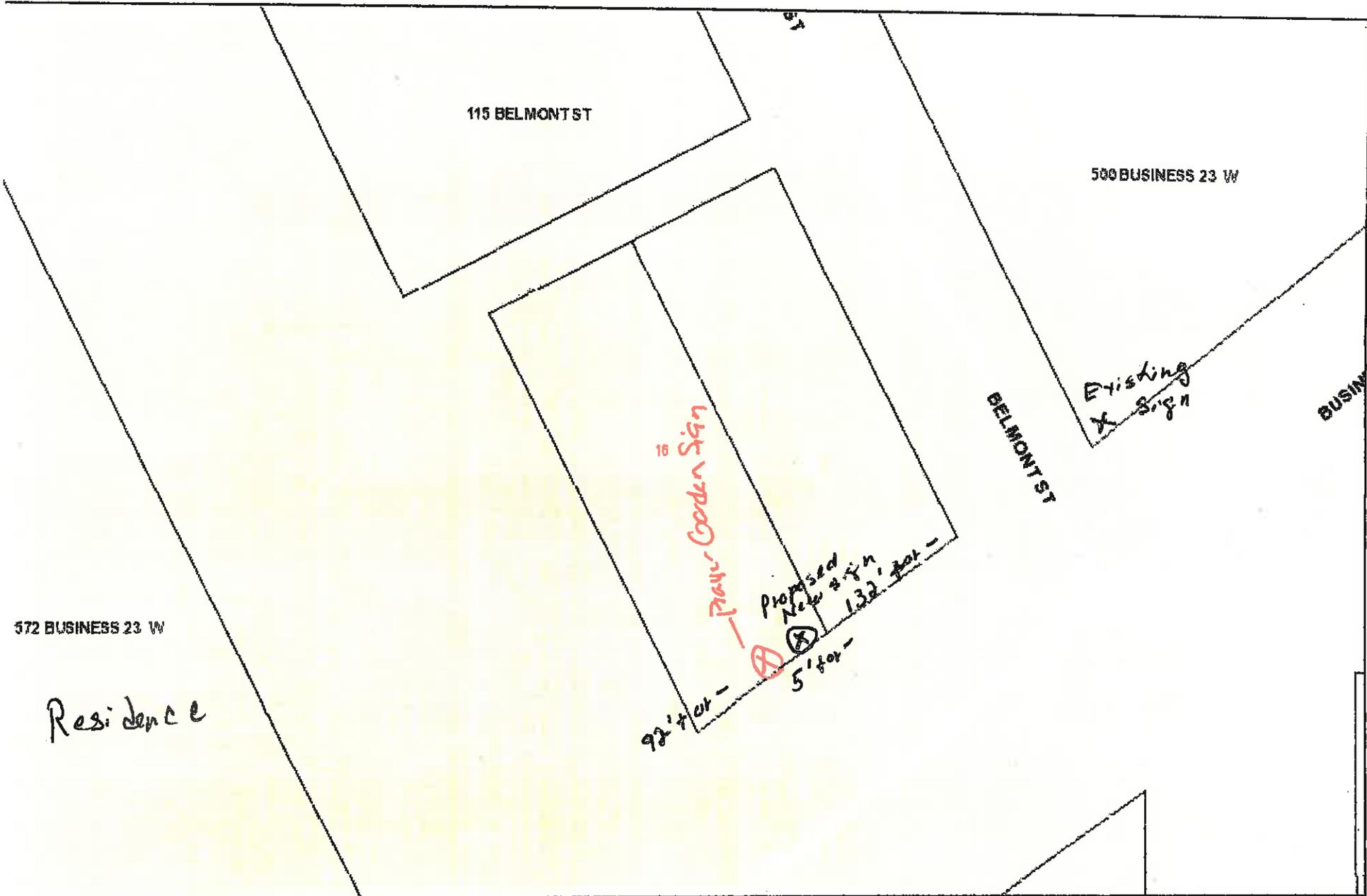
Cabinet: Aluminum (painted PMS 4625)
 Face: White Polycarbonate
 Graphics: 3M film
 Deep Mahogany Brown 7725-19

Electronic Message Center
 Model: Daktronics
 CS6-32X120-19.8-RGB-2V
 Matrix: 32 x 120
 Pixel Pitch: 19.8mm
 LED Color: Full Color RGB

Manufactured Frame
 Material: 1/4" x 1" PVC
 Color: 1/4" Is Red, 1" Is Black
 Mounting: Stud Mount to cladding



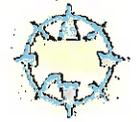
18



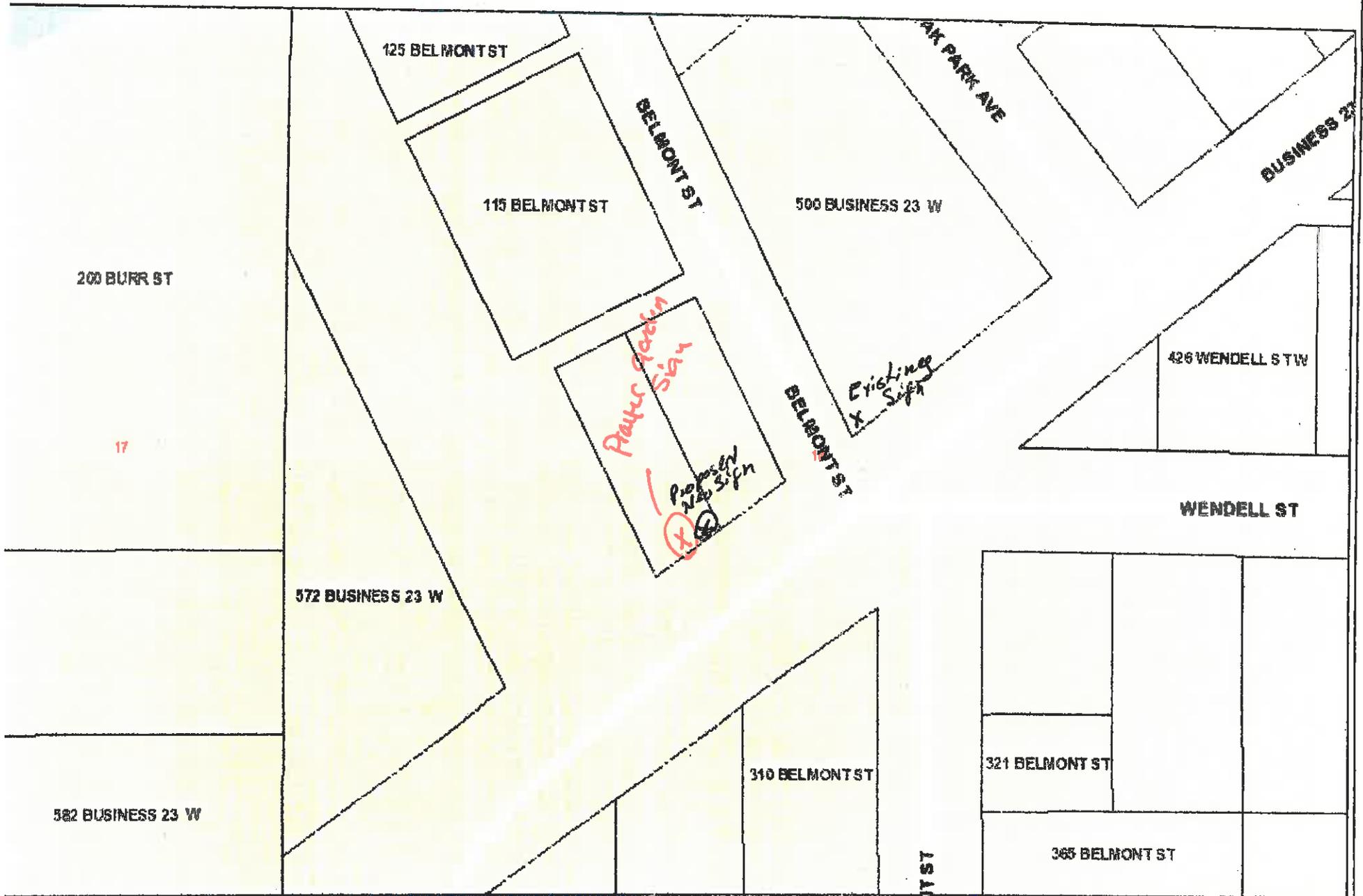
as represented in Stearns County
 is NOT Intended for
 and Stearns County
 from this product.



Auditor/Treasurer
 Division of Land Management
 Date: 9/5/2016



This map is made available as an "as-is" tool, without warranty or liability, specifically any kind of assurance of accuracy or timeliness, or any other liability arising from the use or misuse of the data herein.



17

Plaque Garden
Proposed New Sign
Existing Sign

As represented in Stearns County
Map, It is NOT Intended for
Official Use and Stearns County
res all liability from this product.



Auditor/Treasurer
Division of Land Management
Date: 9/5/2016



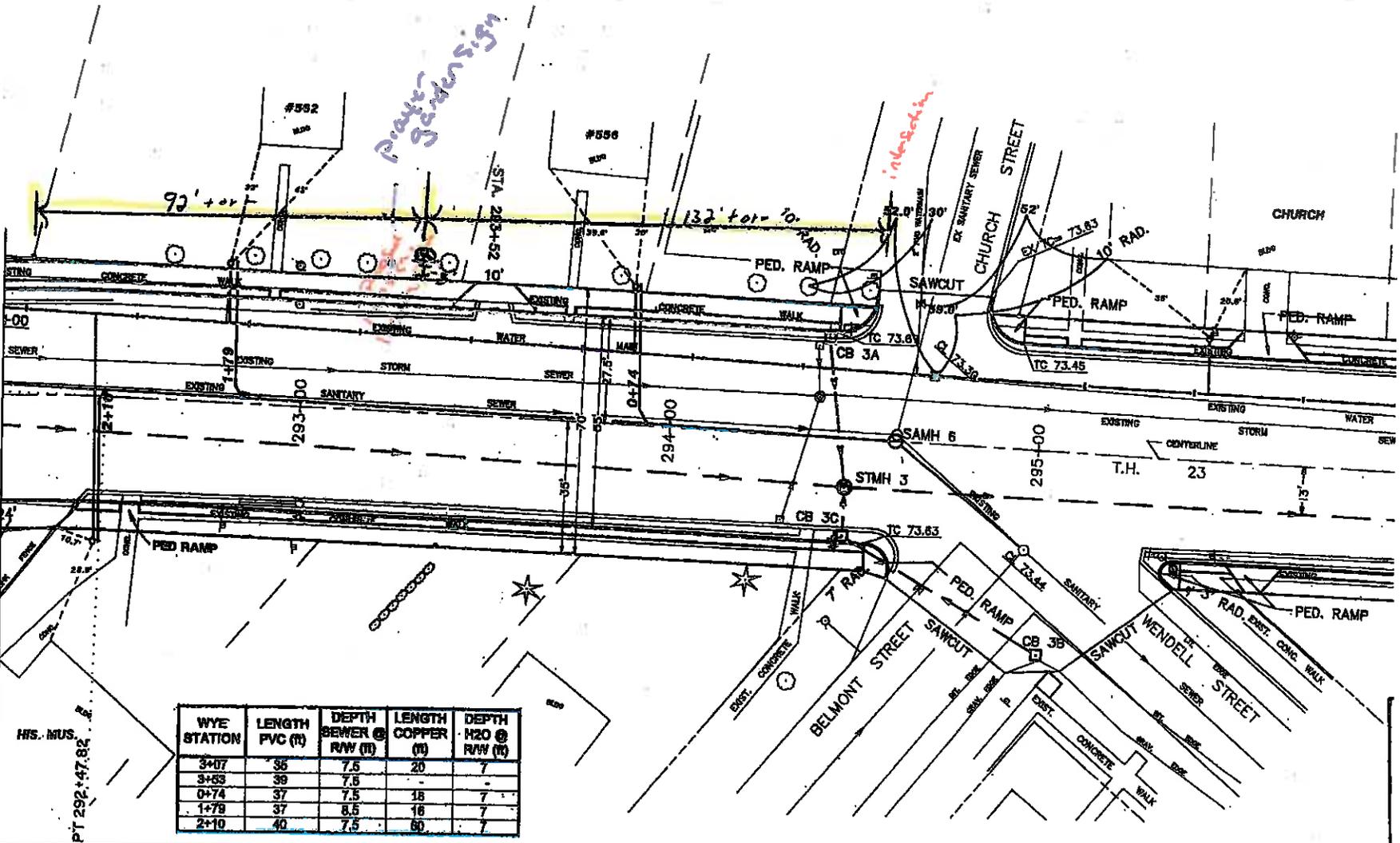
This map is made available as a "best" effort, without express or implied warranty. While participating, applicants may be held liable for any errors or omissions. The Auditor/Treasurer is not responsible for any errors or omissions. The Auditor/Treasurer is not responsible for any errors or omissions.

Residence

Private
Gardensign

intersection

MATCH LINE STA. 292+20



WYE STATION	LENGTH PVC (ft)	DEPTH BEWER @ R/W (ft)	LENGTH COPPER (ft)	DEPTH H2O @ R/W (ft)
3+07	35	7.5	20	7
3+33	39	7.5	-	-
0+74	37	7.5	18	7
1+79	37	8.5	18	7
2+10	40	7.5	60	7

BENCHMARK ELEV. = 1176.74
TOP OF HYDRANT, SW QUAD.,
RIVER ST. & BELMONT ST.

1190

12

CITY OF PAYNESVILLE

RECH#: 00047400 9/07/2016 11:37 AM
OPER: FRONT TERM: 001
REF#: 23409

TRAN: 10.0100 VARIANCE FEE
Grace Church variance
VARIANCE FEES 250.00CR

TRAN: 10.0300 CONDITIONAL USE
grace church CUP
CONDITIONAL USE FEE 225.00CR

TENDERED: 475.00 CHECK
APPLIED: 475.00-

CHANGE: 0.00

**REPORT & RECOMMENDATION OF PLANNING COMMISSION
ON APPLICATION FOR CONDITIONAL USE PERMIT**

WHEREAS, an application for a Conditional Use Permit was submitted to the City of Paynesville and received September 7, 2016; and

WHEREAS, the application for a Conditional Use Permit was presented to the Planning Commission on September 19, 2016; and

WHEREAS, the Planning Commission did, on September 19, 2016, set a public hearing on the application for a Conditional Use Permit for October 17, 2016, at 6:15 p.m., at Paynesville City Hall, 221 Washburne Avenue, Paynesville, MN 56362; and

WHEREAS, notice of such hearing was published in the official newspaper of the City of Paynesville, posted and mailed to individual property owners within 350 feet of the parcel in accordance with the requirements of Chapter 11, Section 11.80, Subd. 3B, of the City Code of the City of Paynesville, and the laws of the State of Minnesota; and

WHEREAS, the Planning Commission has considered possible adverse effects of the proposed conditional use and has reviewed the application in accordance with the standards set forth in City Code, Chapter 11, Section 11.80, Subd. 4;

NOW, THEREFORE, the Planning Commission makes the following:

REPORT/FINDINGS

- 1) The property in question is located at 500 Business 23 West, Paynesville, MN 56362.
- 2) The property in question is zoned "R-1" – Single Family Residential District, and the actual use of the property is a church which is a conditional use allowed under City Code, Chapter 11, Section 11.30, Subd. 4e, within a residential district.
- 3) The parcel of land in question is Tax Parcel No. 70.38994.0000, the legal description of which is, in relevant part, the following, to-wit:

Lot 10, Block 1, Gilbert's 5th Addition, according to the plat and survey thereof on file and of record in the Office of the County Recorder in and for Stearns County, Minnesota.

4) MN Annual Conf-UTD Methodist, is the owner of said property.

5) A Conditional Use Permit application has been filed and the required fee has been paid.

6) The application for a Conditional Use Permit seeks permission to do the following:

a) To install a changeable copy sign which, in an agricultural or residential district, may be allowed by a Conditional Use Permit under the provisions of City Code, Chapter 11, Section 11.14(i)(viii), provided that the changeable copy sign is not lit up between 10:00 p.m. and 7:00 a.m., and is located at least 50 feet from the property line with any adjoining residential use.

b) To permit the changeable copy sign to be in excess of 32 square feet per surface with no more than two (2) surfaces, the proposed sign to have two (2) surfaces with total sign area of 127.2 square feet, which may be allowed under a Conditional Use Permit under the provisions of City Code, Chapter 11, Section 11.14(l)(ii).

7) At a public hearing on October 17, 2016, the applicant was given an opportunity to describe their plans, and members of the public wishing to express their opinions regarding the proposed Conditional Use Permit were given an opportunity to do so.

8) The Planning Commission, having reviewed the application for the Conditional Use Permit and having heard the request to the applicant, along with the public comment offered at the public hearing, finds that:

1) That:

_____ a) The conditional use will not be injurious to the use and enjoyment of other properties in the immediate vicinity; or

_____ b) The conditional use will be injurious to the use and enjoyment of other properties in the immediate vicinity.

2) That:

_____ a) The establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for predominant uses in the area; or

_____ b) The establishment of the conditional use will impede the normal and orderly development and improvement of the surrounding property for predominant uses in the area.

3) That:

_____ a) Adequate utilities, access, drainage and other necessary facilities have been or are being provided for the proposed conditional use; or

_____ b) Adequate utilities, access, drainage and other necessary facilities have not been or are not being provided for the proposed conditional use.

4) That:

_____ a) Adequate measures have been taken to prevent the conditional use from constituting a nuisance and to control light in such a manner that no disturbance to neighboring properties will result; or

_____ b) Adequate measures have not been taken to prevent the conditional use from constituting a nuisance and to control light in such a manner that no disturbance to neighboring properties will result.

5) That:

_____ a) The proposed conditional use provides adequate facilities are provided to eliminate any traffic congestion or hazard to traffic which may result from the proposed use; or

25

_____ b) The proposed conditional use provides inadequate facilities to eliminate any traffic congestion or hazard to traffic which may result from the proposed use.

6) That:

_____ a) There is a demonstrated need for the proposed use; or

_____ b) There is not a demonstrated need for the proposed use.

7) That:

_____ a) The proposed use is in compliance with any land use plan adopted by the City; or

_____ b) The proposed use is not in compliance with any land use plan adopted by the City.

Based on the foregoing findings of act, the Planning Commission makes the following:

RECOMMENDATION

The Planning Commission hereby recommends that:

_____ a) That the Conditional Use Permit to allow one (1) electronic changeable copy sign which would otherwise meet all the requirements of City Code, Chapter 11, Section 11.14, be granted;

_____ b) That the Conditional Use Permit to allow one (1) electronic changeable copy sign which would otherwise meet all the requirements of City Code, Chapter 11, Section 11.14, be denied;

_____ c) That the Conditional Use Permit to allow a sign for a permitted non-residential use within a residential district to exceed 32 square feet per surface area, but not to exceed 64 square feet per surface under City Code, Chapter 11, Section 11.14, be granted; or

_____ d) That the Conditional Use Permit to allow a sign for a permitted non-residential use within a residential district to exceed 32 square feet per surface area, but not to exceed 64 square feet per surface under City Code, Chapter 11, Section 11.14, be denied.

20

PAYNESVILLE PLANNING COMMISSION

Date: October 17, 2016

By: _____
Ron Mehr, Chairperson

ATTEST:

Renee Eckerly, City Administrator

CCLD REVIEW

CONSTRUCTION CODES AND LICENSING DIVISION
MINNESOTA DEPARTMENT OF LABOR AND INDUSTRY

FALL 2016

Educational opportunities

CCLD Fall Seminars scheduled for building officials

Seminar title: Residential Plan Review and Minnesota Conservation Code for Existing Buildings

When: Now through Oct. 27, 2016, at seven locations throughout Minnesota. Visit www.dli.mn.gov/cclld/education.asp for details.

Seminar topics:

Morning session: The morning portion of this day-long seminar will focus on Chapters 2-10 of the Minnesota Residential Code and how it applies when performing building plan review for a single-family home. Discussion will include whether building plans, specifications, calculations and design of a single-family dwelling comply with the Minnesota Residential Code.

Afternoon session: The afternoon portion will provide an overview and comparison of all Minnesota Existing Building Conservation Code compliance methods. The core of the course will focus on key components of the Work Area Method and its application. Attendees will learn to:

- determine the most appropriate compliance path,
- classify levels of alteration,
- apply requirements for Work Area Method-Level 2 alterations, and
- discern requirements for changes in occupancy.

Continuing education: The seminar is approved by



DLI for six hours of continuing education for certified building officials.

Cost: \$85 for each person. Payment must be made by credit card.

Registration: Visit www.dli.mn.gov/cclld/education.asp for dates and locations and to register for the seminar.

Additional educational opportunities include:

Annual Institute for Building Officials:
Jan. 4-19, 2017, <http://oce.umn.edu/annual-institute-for-building-officials>

2016 ICC Upper Great Plains Region III Educational Institute: Feb. 6-10, 2017, www.iccsafe.org/training

Elections are coming soon ... are you registered to vote in Minnesota?



You can check to see if you are registered to vote in Minnesota at <https://mnvotes.sos.state.mn.us/VoterStatus.aspx>.

You can register to vote at <http://www.sos.state.mn.us/elections-voting/register-to-vote>.

28

Meetings

Schedule of upcoming board and council meetings

The following is a schedule of boards and councils that conduct meetings at DLI. To view meeting minutes, agendas and schedules for additional boards and councils, visit www.dli.mn.gov/Boards.asp.

Board of Electricity www.dli.mn.gov/Boe.asp

2016 meetings

- Oct. 25, 2016 (Rescheduled from Oct. 11, 2016)

2017 meetings

- Jan. 10, 2017
- April 11, 2017
- July 11, 2017
- Oct. 10, 2017

Board of High-Pressure Piping www.dli.mn.gov/Bohppps.asp

2016 meetings

- Oct. 13, 2016

2017 meetings

- Jan. 12, 2017
- April 13, 2017
- July 13, 2017
- Oct. 12, 2017

Construction Codes Advisory Council www.dli.mn.gov/Ccac.asp

2016 meetings

- Dec. 15, 2016

2017 meetings

- March 16, 2017
- June 15, 2017
- Sept. 21, 2017
- Dec. 21, 2017

Plumbing Board www.dli.mn.gov/Pb.asp

2016 meetings

- Oct. 18, 2016

2017 meetings

- Jan. 17, 2017
- April 18, 2017
- July 18, 2017
- Oct. 17, 2017

Meeting dates and times may change. Visit www.dli.mn.gov/Boards.asp for current listings.

CCLD Review is a quarterly publication of the Minnesota Department of Labor and Industry.

Receive email notification when an issue is available by subscribing online.

Contact information

CCLD main contact info

Phone: (651) 284-5012
Toll-free: 1-800-657-3944
Fax: (651) 284-5749

Visit the Contact Us page

Licensing information

DLI.License@state.mn.us

Business/contractor licenses and bonds:

(651) 284-5034

(Including: electrical, HPP, plumbing, residential, manufactured structures, mechanical bonds, technology system, water conditioning)

Personal licenses and certificates:

(651) 284-5031

(Including: boiler engineers, electricians, plumbers, power limited technicians, pipefitters, unlicensed individuals, building officials)

Electrical information

Phone: (651) 284-5026

Fax: (651) 284-5749

DLI.Electricity@state.mn.us

Boiler, high-pressure piping, boats-for-hire inspection

Phone: (651) 284-5544

Fax: (651) 284-5737

DLI.Code@state.mn.us

Plumbing information

Phone: (651) 284-5063

Fax: (651) 284-5748

DLI.Plumbing@state.mn.us

License enforcement details

Phone: (651) 284-5069

Fax: (651) 284-5746

DLI.Contractor@state.mn.us

Contractor registration

Phone: (651) 284-5074

DLI.register@state.mn.us

CCLD staff changes: New employees and retirements

Elevator inspections

Gary Reeves retired July 5, 2016, from CCLD Elevator Inspections. He was hired in 2005 as the primary elevator inspector for all of southern Minnesota. Throughout his time at DLI his inspection area was narrowed down to Olmsted, Fillmore, Houston and Mower counties, with the majority of his work concentrated in the city of Rochester.

Reeves also helped train the department's newest elevator inspector, **Eric Ask**, as well as assist with periodic elevator inspections. Ask started July 6 in the Elevator Inspection unit. He joins the inspection group with 13 years of elevator-related experience, with a background in construction, service and repair.

Electrical inspections

Mark Hunter has joined the Electrical Inspection unit as the electrical area representative in east-central Minnesota (District 5). Hunter has more than 27 years of diverse experience in all facets of the electrical industry as an electrician, general foreman, electrical contractor, apprenticeship instructor and contract electrical inspector.

District 5 has been managed for the past 20 years by Electrical Area Representative **Michael Theisen**, who retired in April 2016.

For more information about all of CCLD's electrical area representatives see the map at www.dli.mn.gov/CCLD/PDF/eli_area_reps.pdf.

Awards



Pictured, left to right, are Patrick Talty, SMG general manager; Karen Gridley, CCLD accessibility specialist; Kevin Warren, chief operations officer, Minnesota Vikings; and Michelle Kelm-Helgen, MSFA chairwoman.

Staff recognized for accessibility work at U.S. Bank Stadium

Karen Gridley, CCLD's accessibility specialist, and Curt Wiehle, past CCLD accessibility specialist (now retired), were recently awarded certificates of appreciation from the Minnesota Sports Facilities Authority (MSFA) for their roles on the Minnesota Accessibility Advisory Committee (MAAC).

The committee provides guidance about incorporating increased accessible design features in new sports stadium facilities in the Twin Cities including the newly constructed U.S. Bank Stadium.

Now available

New and updated items available on DLI's website include:

Code Administration Manual

An updated version of DLI's Code Administration Manual is available at www.dli.mn.gov/CCLD/Administration.asp.

The manual was created to assist those new to the building code enforcement industry with administrating the Minnesota State Building Code. Code Administration Services staff are available to meet with building code officials to review delegation agreements, policies, procedures, plan review, the appeals process and more. Contact staff at www.dli.mn.gov/CCLD/Administration.asp.

Fire-retardant-treated wood fact sheet

Fire-retardant-treated wood (FRTW) can offer a cost-effective way to construct bigger and taller buildings without the expense of traditional masonry, but when does the building code permit FRTW?

A new fact sheet about FRTW, how it can be used and its requirements in the Minnesota State Building Code is available at www.dli.mn.gov/CCLD/PDF/fs_FRTW.pdf.

Contractors urged to keep insurance data updated

CCLD has implemented an online license renewal process for business licensees and asks that liability insurance information is submitted to the agency as soon as a policy is renewed or replaced.

Submit insurance, paperless renewal

With the new business renewal system, the only paperwork necessary to submit on an ongoing basis is a liability insurance certificate. In the past, CCLD asked for the insurance certificate only at renewal time. However, to make the license renewal process as smooth as possible, business licensees are asked to submit an updated liability insurance certificate as soon as the liability policy is renewed or replaced. Since most contractors' insurance policies are not synched to their license renewal, it is important for your insurance agent to submit an updated liability insurance certificate to CCLD when a policy is renewed or replaced.

If insurance information is provided to CCLD prior to the renewal period, business licensees are able to renew licenses online without submitting any additional paper documents.

How to submit insurance information

Insurance agents can use CCLD's certificate form (www.dli.mn.gov/CCLD/FormsCert.asp) or an ACORD form that has DLI listed as a certificate holder.

The insurance certificate can be emailed to DLI.license@state.mn.us, faxed to (651) 284-5743 or mailed to CCLD. It is important that the contractor's business name appears on the certificate

exactly as it appears on the contractor's license and business filing with the Minnesota Secretary of State.

Workers' compensation insurance

For changes to workers' compensation insurance coverage, complete and submit a workers' compensation insurance compliance form (www.dli.mn.gov/CCLD/FormsWC.asp). This form should also be emailed to DLI.license@state.mn.us, faxed to (651) 284-5743 or mailed to CCLD.

Enforcement actions

Residential building contractor fined \$12,000

Some recent CCLD enforcement actions include:

- A licensed White Bear Lake residential building contractor failed to reasonably supervise its agents, subcontractors or sales persons and performed in breach of contract, failed to reduce change orders to writing; and failed to pay subcontractors and suppliers. The contractor was censured and ordered to pay a \$12,000 penalty in addition to making payments to its subcontractors and suppliers.
- An unlicensed electrical contractor from Fargo, North Dakota, was found performing low voltage electrical work at a Moorhead, Minn., residence. Additionally the unlicensed contractor was advertising its services online. The contractor was ordered to cease and desist from the unlicensed activity and fined \$3,000.
- An unlicensed contractor from Minneapolis held himself out as a residential building contractor, offered plumbing and electrical services and falsely advertised that he was appropriately licensed. The contractor was ordered to cease and desist from all unlicensed activity and fined \$5,000.

Summaries of all final CCLD enforcement actions are available at www.dli.mn.gov/CCLD/Enforcement.asp. Questions about specific enforcement actions should be directed to (651) 284-5069 or DLI.contractor@state.mn.us.

Share your thoughts about water reuse in Minnesota

The Water Reuse Interagency Workgroup is requesting input about water reuse in Minnesota.

A Stakeholder Group that will provide feedback to the water reuse workgroup is preparing for its inaugural meeting, and organizers are requesting those with an interest in water reuse in Minnesota to provide their input.

Individuals and organizations that are not part of the Stakeholder Group are invited to provide input by email at health.water.reuse.mn@state.mn.us. The Stakeholder Group meetings are also open to the public.

This process is important and necessary as recommendations for changes in water reuse policy may affect Minnesota's public health, environment, infrastructure, water management system and regulatory framework.

The first Stakeholder Group meeting is Sept. 26, 2016, from 1:30 to 4:30 p.m. at the Minnesota Pollution Control Agency Board Room, 520 Lafayette Road, St. Paul.



More information

Learn more about this project, updates, meeting schedules and opportunities for input at www.health.state.mn.us/divs/eh/water/dwp_cwl/reuse/index.html.

A six-month workgroup progress report about the project is at www.health.state.mn.us/divs/eh/water/dwp_cwl/reuse/update060116.pdf.

Plumbing license

Master plumber licenses expire Dec. 31, 2016

All current master and restricted master plumber licenses expire Dec. 31, 2016. License holders will receive a yellow postcard from CCLD in October as a reminder of the renewal deadline.

CCLD encourages all plumbers to renew their license online. Online renewal is quick and easy and your license is renewed upon payment of the \$88 renewal fee. License renewals submitted after Dec. 31, 2016, will be assessed a late fee of \$37.50.

Continuing education

The required 16 hours of CCLD-approved continuing education (CE) for license renewal must be completed before attempting to renew your license. Renewing a license without completing CE can result in license suspension and a \$1,000 fine.

Of the 16 hours of CE, at least 12 hours must pertain to the State Plumbing Code and at least four hours must pertain to technical topics related to plumbing installations and equipment, the Minnesota State Building Code or the Minnesota statutes governing

plumbing work. No more than four hours can be taken online in each license period. CE course sponsors report attendance directly into our licensing system so you do not have to send us documentation of your attendance. Plumbers who have more than one type of license can apply their CE courses to all of their licenses -- only the number of hours required for the license with the highest CE requirement must be fulfilled.

Medical gas installers

Medical gas installers certified by CCLD after Nov. 27, 2012, must take four hours of CE to renew certification. Approved CE courses taken to fulfill the medical gas renewal requirements may also be used to fulfill the plumber license requirements. A list of all approved CE courses is available at <https://secure.doli.state.mn.us/ccldcourses/>.

Questions?

For help with questions about continuing education visit www.dli.mn.gov/CCLD/pe_ce.asp. You can also send an e-mail to DLI_license@state.mn.us or call us at (651) 284-5031.

32

Plumbing Board seeks comments about code changes

The Minnesota Plumbing Board is seeking comments about its proposed rule amendments to the State Plumbing Code.

The board published a Request for Comments in the May 23, 2016, edition of the State Register. Information about the rule amendments is available the Plumbing Board's Rulemaking Docket at www.dli.mn.gov/PDF/docket/4714_04403docket.pdf. Comments relating to the possible rule amendments may be submitted to the Plumbing Board in writing, as outlined in the docket.

Plumbing: Frequently asked questions and answers

Q. Are duplex pumps required for a sump pump system that serves only school lab sinks?

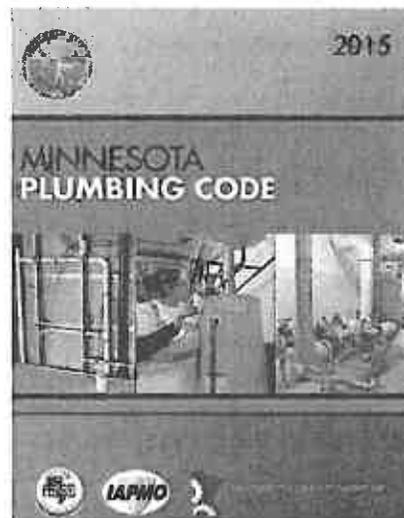
A. Yes, for public use buildings where a sump pump system is necessary, duplex pumps are required. If one pump fails, the second pump is available until repairs are made. This requirement applies to all public use buildings including restaurants, coffee shops, salons, office buildings, hospitals, clinics, schools, grocery stores, auto shops, apartments and similar facilities.

Private residential buildings such as single-family homes do not require duplex pumps. See Minnesota Rules 4714.0719, Section 719.9, for more information about the design of sump pumps.

Q. What does "lead free" mean in relation to plumbing products used in the water supply system?

A. Under current state and federal laws, all plumbing materials and products for use in potable water systems must meet the "lead-free" definition. This definition has been revised to mean not more than a weighted average of 0.25 percent lead when used with respect to the wetted surfaces of pipes, pipe fittings, plumbing fittings and fixtures. This includes materials used in water pipes, fittings, faucets and valves for potable building water supply and distribution applications including cold water, hot water, and hot water recirculation systems.

Solder and flux must not exceed 0.20 percent lead. Certified lead-free products are typically marked by a nationally recognized certification body. Contact the material or product manufacturer to verify compliance with the lead-free requirements.



Q. What size pump is required for an elevator sump pump system? What size receptor is required?

A. The requirement for the pump capacity or drain is governed by the Minnesota Elevator Code, Chapter 1307 (incorporates ASME Standard A17.1-2010 by reference). The elevator code requires that elevators provided with firefighters' emergency operation be provided with a sump pump or drain with the capacity to remove a minimum of 50 gallons per minute (GPM) for each elevator.

Plumbing FAQs continue on page 7

Plumbing FAQs continued from Page 6

Because the pump can remove water at a flow rate of 50 GPM and under pressure, the plumbing drain design should include provisions to prevent overflow and overloading the building's drainage system. This is accomplished by doubling the drainage fixture units for GPM (see Minnesota Rules parts 4714.0710, Section 710.5 and 4714.0702, Section 702.3). A 4-inch receptor and a 4-inch drain may serve a sump pump system that serves one or two elevators. However, a 3-inch drain at a minimum slope of 0.25 inches-per-foot is acceptable for a sump pump system that serves one elevator if provisions are provided in the receptor to handle the surge or high-volume discharge.

Because the elevator sump pump is only used in case of a fire emergency to keep the elevator pit dry, it is reasonable to assume that when the elevator sump pump is in use, the other plumbing fixtures in the building are not, and the building is evacuated. Therefore, the sanitary drainage system must be sized to comparing the flow volume from the elevator pit during an emergency to the maximum flow calculated from the plumbing fixtures during normal use. The greater flow volume must be used as the basis for sizing.

- Q. Minnesota Rules part 4715.0706, sections 706.3 and 706.4, require that connections from horizontal drainage lines or vertical drainage lines to other horizontal drainage lines must be made through a 45 degree wye branch, combination wye and one-eighth bend branches, or other "approved fittings of equivalent sweep." What would be considered "approved fittings of equivalent sweep?"**
- A. Plastic pipe:**
- For plastic PVC or ABS drainage pipe, a long sweep quarter bend (pattern) fitting listed under ASTM standard D3311 is an acceptable equivalent sweep.

Hubless cast iron pipe:

- For hubless cast iron drainage pipe listed to ASTM Standard A-888 or CISPI 301, both long or short sweep fittings listed under both standards are an acceptable equivalent sweep.
- A plain quarter bend fitting of hubless cast iron pipe is not approved as an equivalent sweep.

Q. What heat transfer medium is approved for use in a single-wall heat exchanger?

- A. Minnesota Rules part 4714.0603, Subp. 2, Section 603.5.4.1(2) states heat transfer medium must be either:**
1. potable water, or
 2. medium having a toxicity or class of 1 under the Clinical Toxicology of Commercial Products, Fifth Edition.

Except for potable water, CCLD is not aware of any commonly used heat transfer medium available listed to the toxicity or class of 1 under the Clinical Toxicology of Commercial Products, 5th Edition, for use in a single-wall heat exchanger.

Vehicles

Electrical contractor vehicles must be properly marked

Minnesota law requires that any vehicle used by a contractor while performing electrical work for which a contractor's license is required must have the contractor's name and license number affixed to the side of the vehicle.

View the Minnesota regulation for requirements about marking of contractor vehicles at <https://www.revisor.mn.gov/rules/?id=3800.3570>.

Learn about electronic plan review on Dec. 8

Open house scheduled to demonstrate ePlans, answer questions

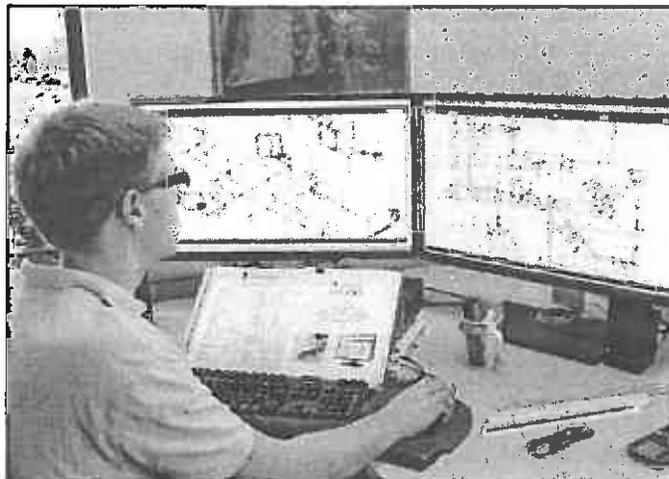
For the past several months, CCLD plan review staff have been using ePlans – electronic plan review technology – to review building and plumbing plans.

With ePlans, users can send plans to CCLD electronically anytime. Comments and plan revisions are returned to submitters electronically eliminating mailing and printing costs and saving time.

ePlans open house, instructions

CCLD will host an open house Dec. 8, 2016, at its St. Paul office to answer questions about ePlans and demonstrate the electronic plan review system. More details about the open house and instructions about how to use ePlans will be available in November at www.dli.mn.gov/CCLD.asp.

Many municipalities nationwide already use electronic plan review due to its ease of use and time savings. In Minnesota, a growing number of municipalities are taking advantage of the cost and time savings offered



ePlans – online plan review – is now in use. An open house about ePlans is Dec. 8, 2016, at CCLD's St. Paul offices. More information will be available at www.dli.mn.gov/CCLD.asp.

by ePlans. There is no need for submitters to buy software; all that is needed is internet access. ePlans accepts more than 250 file types and files can be uploaded and reviewed from anywhere.

2016 NERA annual meeting hosted by CCLD in Duluth

On August 9-10, 2016, CCLD hosted the annual meeting of the National Electrical Reciprocal Alliance (NERA) in Duluth, Minn.

NERA includes representatives from every state that has a reciprocal journeyman electrician licensing agreement with at least one other state.

There are now 18 states represented in the group, which is almost half of all the states that administer electrical licensing statewide.

Discussions during the annual



DLI hosted the 2016 NERA annual meeting in August 2016. Scott McLellan, CCLD director and state building official, provided the opening remarks for the meeting.

meeting included:

- verification of journeyman exam applicant experience;
- continuing education requirements;
- the on-the-job ratio of unlicensed workers (apprentices) to journeymen; and
- adoption of the 2017 National Electrical Code.

35

Adoption process started for 2017 National Electrical Code

The Minnesota Board of Electricity has started the rulemaking process for adoption of the 2017 National Electrical Code (NEC), with an anticipated effective date of July 1, 2017.

The NEC – considered the minimum standard for electrical safety – has been published since 1897 and is revised every three years to keep up with advances in building technology.

The 2017 edition reflects a continuing growth in renewable power technology and includes rules for privately owned higher voltage power generation and distribution systems

as well as a new article for direct current microgrids.

Other revisions apply to arc flash hazard warnings and minimum space clearances for equipment to better align with the safe work practices in NFPA 70E, The Standard for Electrical Safety in the Workplace.



Read more about the Minnesota Board of Electricity at www.dli.mn.gov/Boe.asp.

➤ View the 2017 NEC online

Free access to the 2017 NEC is available online and code books are available for purchase at www.nfpa.org/codes-and-standards/all-codes-and-standards/list-of-codes-and-standards?mode=code&code=70&tab=editions.

Registration required for maintenance work by employees

Employees may perform electrical maintenance work on their employer's property (Minnesota Statutes 326B.33) if the employer and employee are registered or licensed with CCLD.

This registration is valid for the maintenance of existing equipment only and requires the employer to either employ a licensed maintenance electrician or electrical engineer, or to make arrangements with an electrical contractor to be responsible for the maintenance work. Similar to other electrical licenses, an employer registration is valid for two years.

In addition to the employer's registration, the employees performing the electrical work must be licensed electricians or registered with CCLD as unlicensed electrical workers.

Similar registration requirements apply when an employer has employees who perform electrical construction or technology system work. Additional information and the employer registration packet is available at www.dli.mn.gov/CCLD/LicElectricalEmployer.asp.

School staff may be performing electrical work without required registration

There are more than 550 school districts in Minnesota whose employees perform electrical maintenance work, but fewer than 100 are properly registered to do so. DLI is actively working with school districts and health and safety consultants to bring more districts into compliance.

CCLD staff will be available at the Minnesota Educational Facility Management Professionals Convention on Sept. 29-30, 2016, to share information about requirements for district employees who perform electrical maintenance work.

Additionally, any school interested in the employer electrical maintenance program may contact DLI.Electricity@state.mn.us and staff will schedule a meeting, explain the requirements in detail, answer any questions and assist with the registration process.

While CCLD focuses on new employer registrations staff also monitor for expired employer registrations. Employer registration is a two-year program and when the registration expires, employees can no longer perform any electrical maintenance.

Electrical contractor: replacement of responsible person

Q. What happens to the electrical or technology system contractor license in the event of resignation, termination or separation of responsible master electrician or power-limited technician?

A. The contractor and responsible master electrician or power limited technician (PLT) are required to immediately notify CCLD upon the termination or separation.

If unable to acquire a replacement of the responsible master electrician or PLT within 30 days of the termination, the contractor's license is invalid and the contractor must cease performing electrical work and return the license.

Q. What happens to the electrical or technology system contractor license in the event the responsible license holder fails to renew their personal license?

A. If the responsible master or PLT for the contractor is an employee of the company and fails to renew their license, the contractor has 30 days to secure a properly licensed responsible individual.

If the responsible licensed person is an owner, partner, member, or officer of the company, then the contractor license is immediately invalid and the contractor must cease performing electrical work.

Upon renewal or reinstatement of the master electrician's or PLT's license, or acquiring a replacement responsible master electrician or PLT, the contractor may request reinstatement of the license.

Electrical inspection

Can in-floor heat be covered before electrical inspection?

Q. Is an inspection of electric in-floor radiant heating required before the covering is installed?

A. The code states that all electrical wiring is required to be inspected prior to concealment in any way. For example, trenches must be left open to verify adequate burial depth of cables and raceways and wiring within walls must be inspected before it is covered.



Regardless of voltage output, the floor inspection addresses the heating leads, non-heating leads and sensor wiring from the controller, through the wall cavity, and into the underfloor space. Whether the heat source is a single-cable type requiring particular spacing or a mat- or mesh-type product, the installation must be inspected prior to the application of the flooring material. The installation instructions and product listing information must also be available for the inspector to review.

The installation of electric floor heat is a licensed activity and must be performed by employees of a licensed electrical contractor.

All electrical equipment must be approved before installation Use of unlisted or unlabeled equipment may lead to delays, disruptions

In Minnesota, all electrical equipment, including material, fittings, devices, apparatus, fixtures, appliances, and utilization equipment, used as part of, or in connection with, an electrical installation must be listed and labeled by a nationally recognized testing laboratory or otherwise be third-party certified through acceptable alternative methods.

The requirements that electrical equipment be approved are administered by numerous agencies including the federal Occupational Safety and Health Administration (OSHA), the Minnesota Occupational Safety and Health Administration (MNOSHA), the National Electrical Code (NEC) and Minnesota Rules Chapter 3801.

When obtaining electrical equipment, be sure to specify listing and labeling or qualified third-party approval in advance of delivery of the equipment to the project location. The discovery of unlisted or unapproved electrical equipment at a project location may lead to costly delays and disruptions. Electrical equipment may have to be removed or evaluated onsite.

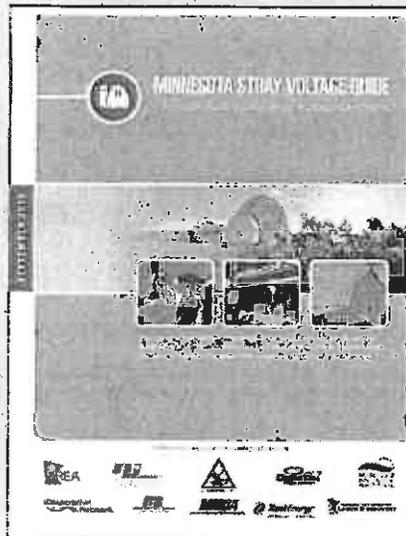
Requirements for approval of electrical equipment are available at www.dli.mn.gov/CCLD/ElectricalEquipment.asp.

Agriculture

Minnesota Stray Voltage Guide available

The Minnesota Stray Voltage guide was recently produced and made available online.

The guide outlines the steps farmers, licensed electrical contractors, utilities and their advisors can take to discover and resolve stray voltage concerns on livestock farms. The information is intended to provide a base level of knowledge for those who are concerned about whether the animals on a livestock farm are experiencing a level of stray voltage which may be impacting animal behavior or milk production.



This compilation of information was a collaborative effort of numerous agencies, utilities and organizations, including the Minnesota Department of Labor and Industry.

Download a copy of the guide at www.minnesotastrayvoltageguide.com.

Boat safety

Boat and marina electrical safety tips

Fall is in the air, but cooler weather does not mean an end to the boating season in the Land of 10,000 Lakes.

Don't let your guard down when it comes to electrical and carbon monoxide hazards in and around boats and marinas.

The National Fire Protection Association (NFPA) has published a new Safety Tip Sheet for Marina and Boating Safety. View NFPA tip sheets at www.nfpa.org/public-education/resources/safety-tip-sheets.

Electrical inspector directories are updated and posted online

Visit www.dli.mn.gov/CCLD/ElectricalInspect.asp to view Minnesota electrical inspector directories.

The listings change regularly, so check back often for the newest directories.

38

Construction of state's largest solar project underway

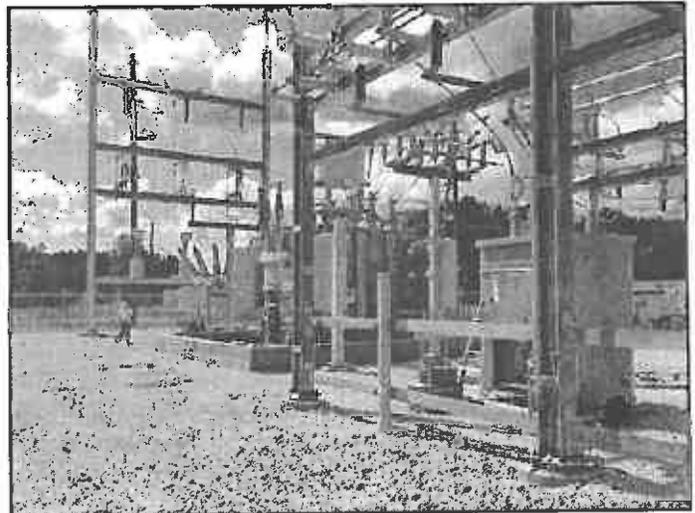
Community Energy's North Star Solar Project is currently Minnesota's largest solar photovoltaic (PV) project under construction.

The massive project covers 800 acres in Chisago County near North Branch in east central Minnesota, and based on national averages, will produce enough electricity to power 15,000 homes (100 MW).

Despite a rather wet, hot and humid summer construction season, the project has been moving along at a rapid pace and is about 60-percent complete.

When finished, the site will include approximately 440,000 individual solar PV modules converting sunlight into electrical energy. This project utilizes linear sun-tracking technology to maximize energy production throughout the day.

In addition to the large quantities of solar PV modules, combiner boxes, inverter equipment skids and miles of electrical wiring, a high-voltage substation is also being constructed to connect the solar PV generating plant to the electrical grid.



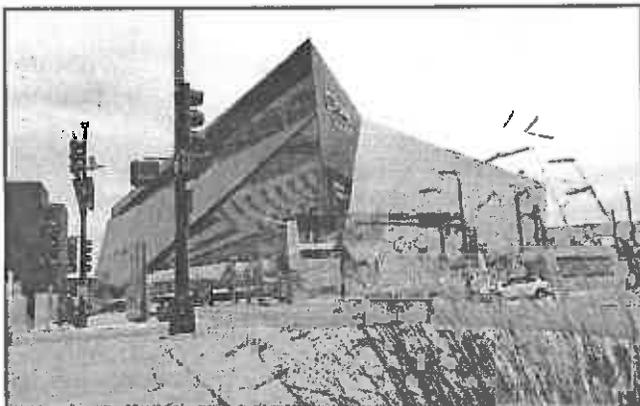
Minnesota's largest solar photovoltaic project – Community Energy's North Star Solar Project – is about 60-percent complete. When finished, the site will produce enough electricity to power 15,000 homes (100MW).

CCLD's electrical staff, electrical area representatives and contract electrical inspectors have been involved in this project from the very beginning and are looking forward to the completion of this remarkable project.

CCLD has solar resources available

Due to the rapid growth of solar PV construction activity in Minnesota, CCLD's Solar Resources page is continuously being updated with new information. A recent addition includes information about standardized structural load tables for residential buildings. Check back frequently for more updated information. View the Solar Resources page at www.dli.mn.gov/CCLD/ElectricalSolar.asp.

Staff performed hundreds of electrical inspections at stadium



CCLD would like to extend its appreciation to contract electrical inspector Patrick McMullen and electrical area representative Tom Tobias for their hard work and dedication at the new U.S. Bank Stadium.

Throughout a 30-month construction timeline, McMullen and Tobias were responsible for administering electrical licensing regulations and performing hundreds of electrical inspections on behalf of all of the electrical and technology contractors and hundreds of electrical workers. Thank you for a job well done.

39

**City of Paynesville
Pending Inspections Report**

**Order By: Issued Date and Permit#
Issued Date From: 12/4/2012 To: 10/4/2016
Permit Type: All Property Type: All Construction Type: All
Inspection Type: All
Report Detail: None**

Date Issued	Permit#	Site Address Applicant, Phone Insp Date - Insp - Inspection Type	Permit Kind
12/16/2013	2013-00169	530 MAYWOOD AVE JUMA, EMSON (320) 267-1183	Building Residential Remodel
02/12/2015	2015-00014	531 MINNIE ST STANG,BRUCE F & BERNADETTE L	Building Industrial Remodel
06/12/2015	2015-00056	404 BUSINESS 23 W MUETZEL, WHITTNEY	Building Residential Window/Door Replacement
07/22/2015	2015-00081	405 BUSINESS 23 E UTSCH, DIANE & TOM (320) 243-3747	Building Multi Family (5+ Units) Remodel
08/25/2015	2015-00113	350 POMEROY AVE HELLERMANN, JOSH	Building Residential Addition
10/19/2015	2015-00136	310 LAKE AVE CROMWELL, TYLER	Building Residential Remodel
10/30/2015	2015-00141	200 RAILROAD ST W ROOF 1 RBR, INC (320) 836-7663	Building Industrial Roofing
11/13/2015	2015-00145	216 RAILROAD ST SERENITY PATH	Building Residential Siding
11/23/2015	2015-00147	314 STEARNS AVE CHANEY, JAMES (320) 980-7522	Building Residential Roofing
12/09/2015	2015-00151	104 BUSINESS 23 W BENSON, DOUGLAS	Building Commercial Remodel
11/25/2015	2015-00155	639 WASHBURNE AVE RINDAHL, NATHAN (320) 894-9404	Building Residential Remodel

Date Issued	Permit#	Site Address Applicant, Phone Insp Date - Insp - Inspection Type	Permit Kind
12/31/2015	2015-00163	1030 STEARNS AVE VELYAN, RAYMOND & MARETTA (320) 243-7898	Building Residential Remodel
02/11/2016	2016-00017	121 WASHBURNE AVE SL HILTNER PROPERTY MANANGEMENT (320) 254-3438	Building Multi Family (5+ Units) Remodel
04/04/2016	2016-00022	125 INDUSTRIAL LOOP W STANG, BRUCE	Building Commercial Remodel
05/03/2016	2016-00027	534 MORNINGSIDE AVE MONDLOCH INC (320) 548-3255	Mechanical Residential Repair/Maintenance
05/18/2016	2016-00031	130 WASHBURNE DR VARNER, RICK	Building Residential Roofing
07/13/2016	2016-00038	681 SERVICE RD COULTER, DONNA M (320) 243-7430	Building Residential Roofing
07/29/2016	2016-00039	803 BUSINESS 23 W KUECHLE, JEFF	Building Residential Siding
08/08/2016	2016-00041	630 STEARNS AVE PLANTENBERG, ERIC (320) 292-0537	Building Residential Roofing
05/02/2016	2016-00042	355 AUGUSTA AVE MIKE ARNOLD CONSTRUCTION INC (320) 243-7545	Building Residential Accessory Building
05/09/2016	2016-00043	202 WASHBURNE AVE GILK PLUMBING HEATING AND AC LLC (320) 260-6914	Building Commercial Remodel
05/02/2016	2016-00044	361 MAYWOOD AVE BURG, JON (320) 293-6152	Building Residential Accessory Building
05/17/2016	2016-00045	352 AUGUSTA AVE DOLLY, TRENT (320) 340-6057	Building Residential Accessory Building
05/25/2016	2016-00046	230 AMPE DR John Mor	Building Commercial Commercial Remodel

41

Date Issued	Permit#	Site Address Applicant, Phone Insp Date - Insp - Inspection Type	Permit Kind
06/22/2016	2016-00050	200 RAILROAD ST W VOSS PLUMBING & HEATING (320) 243-3644	Building Industrial Addition
06/29/2016	2016-00051	210 AMPE DR AVON PLASTICS INC (320) 260-1675	Building Industrial Siding
09/06/2016	2016-00052	224 JAMES ST W DINGMAN BROTHERS CONSTRUCTION INC (320) 250-1561	Building Commercial Remodel
09/06/2016	2016-00057	302 AUGUSTA AVE DAHL HOUSE RENTALS	Building Residential Siding
07/14/2016	2016-00061	390 KIRA LN DEADRICK, TOM (512) 689-6965	Building Residential Accessory Building
07/20/2016	2016-00062	115 MILL ST E GRANITE CITY ROOFING (320) 253-4441	Building Commercial Roofing
07/25/2016	2016-00064	313 LAKE AVE GENES PLUMBING & HEATING INC (320) 252-6750	Building Residential Repair/Maintenance
07/28/2016	2016-00066	313 LAKE AVE MEHR, DUSTIN (320) 249-3869	Building Residential Remodel
09/22/2016	2016-00072	427 KORONIS AVE ARNOLD, MIKE (320) 492-3946	Building Residential Siding
09/22/2016	2016-00073	427 KORONIS AVE ARNOLD, MIKE (320) 492-3946	Building Residential Window/Door Replacement
09/26/2016	2016-00074	417 WENDELL ST W MOHR, JEROME & CAROL (480) 986-8342	Building Residential Roofing
09/28/2016	2016-00075	777 MAPLE ST COOK, GERALD L & CAROL E	Building Residential Roofing
10/03/2016	2016-00076	220 BUSINESS 23 E CASEY'S GENERAL STORE	Building Commercial Addition

Date Issued	Permit#	Site Address Applicant, Phone Insp Date - Insp - Inspection Type	Permit Kind
08/12/2016	2016-00078	230 AMPE DR MOHR, JOHN	Building Commercial Addition
09/07/2016	2016-00080	121 JAMES ST E DAVID LIESTMAN CONSTRUCTION LLC (320) 243-3804	Building Commercial Window/Door Replacement
09/07/2016	2016-00081	271 AMPE DR RICE LAKE CONSTRUCTION GROUP (218) 546-1922	Building Industrial New Construction
09/28/2016	2016-00084	367 STEARNS AVE NIELSEN, TRUDY A (320) 260-6214	Building Residential Roofing
10/03/2016	2016-00085	308 BUSINESS 23 W MATTHEWS, TOMMIE & TERRI (503) 560-7507	Building Residential Roofing
09/27/2016	2016-00091	1665 WEST MILL ST KYLIE RODGERS SPECIAL NEEDS TRUST	Building Residential Manufactured Home
10/04/2016	2016-00094	427 KORONIS AVE MIKE ARNOLD CONSTRUCTION INC (320) 243-7545	Building Residential Deck/Porch