

CALL TO ORDER

Vice Chairperson Petersen-Biorn called the regular meeting of the City of Rockford Planning and Zoning Commission to order on August 8, 2019 at 7:00 p.m. The meeting was held in the Council Chambers of City Hall, 6031 Main Street, Rockford, MN.

ROLL CALL

Roll call was taken and the following members were present: Petersen-Biorn, Morter and Sand. The following members were absent: Werman and Cihlar. Also in attendance was Planner Dan Licht and Deputy Clerk Etzel.

PUBLIC HEARING – Conditional Use Permit for 6704 Bleck Drive and Site Plan Review

Planner Licht stated Mr. Dan Cummings of Cummings Properties, LLC has made application for a Conditional Use Permit (CUP) to allow metal exterior walls for a storage expansion at PHS West, Inc., located at 6704 Bleck Drive. The plan includes a 10,132 square foot expansion at the east side of the building. The original plans for the building included the future expansion area that is now proposed for construction. The property is zoned I-1 Industrial District that allows manufacturing, processing and storage of goods as a permitted use. The Conditional Use Permit is required to allow the use of metal panels as the exterior material of the proposed building.

Proposed Building Expansion Narrative. As indicated in the 2001 plans, a future expansion had been planned for the original building. The proposed storage area will be constructed within the same footprint as what had been shown. The building will be 10,132 square feet and of metal frame, roof and exterior wall construction. No other site improvements are proposed at this time except for moving the existing storage shed and installation of a concrete pad for use by employees.

Comprehensive Plan. The subject property is guided for Industrial land use. The existing use of the property is consistent with this land use designation. Furthermore, the proposed building expansion is consistent with the City's goals to encourage economic development through in-place expansion of existing businesses in Rockford.

Zoning. The property is zoned I-1 Industrial and PHS West Inc. is a permitted use.

Surrounding Uses. The property is surrounded by existing industrial development within the Rockford Millennium Industrial Park to the north, west and south. Our Father's Lutheran Church and Rockford Township rural residential uses are located to the east.

Exterior Finish. The existing building is clad with metal panels with an aggregate finish except for the north and east wall that is painted metal panels. The Applicant is proposing the same aggregate finish on just the south wall that is the most visible from Bleck Drive with the east and north finishes as painted metal. The use of metal panels and finishes in this district requires a Conditional Use Permit. Section 1001.09, Subd.12.B.2 and 3 of the Zoning Ordinance states the following:

- 2. All buildings in the C-2, C-3, C-O, I-1 and POS District shall be constructed*

of solid wall masonry, pre-cast concrete, aggregate panels, or wood frame masonry veneer (excluding stucco). Wood and metal exterior may be allowed as part of window and door frames or fascia treatment of the exterior wall facing design.

3. In the I-1 District, the following materials, in conjunction with the materials in Section 1001.09, Subd. 12.B.2, may be used to a maximum of twenty-five (25) percent of the proposed area if it is coordinated into the architectural design of the structure:

a. Wood provided the surfaces are finished for exterior use and wood of proven, exterior durability is used, such as cedar, redwood or cypress.

b. Curtain wall panels of steel, fiberglass, aluminum, (non-structural; non-load bearing) and finished with a durable non-fade surface and their fasteners are of a corrosion resistant design.

c. Glass curtain wall panels.

d. Stucco.

Section 2 states that metal exteriors can only be used as part of window and door frames or fascia treatment of the exterior wall facing design. Section 3 indicates that curtain wall panels of steel, fiberglass, aluminum and finished with a durable non-fade surface maybe used to a maximum of 25 percent of the proposed area. The aggregate metal panels will be used on the south elevation of the addition and painted metal panels on the east and north elevations. To the east of the site is a berm and wooded area. Directly to the north is another building. It should be noted that a painted metal finish was allowed for the east elevation when the building was constructed in 2001. Exceptions to the provisions of Section 1001.09, Subd. 12.B of this Chapter may be granted as a conditional use permit pursuant to Section 1001.03, Subd. 5 of this Chapter, provided that:

1. The proposed building materials maintain the quality and value intended by this Section. Rockford Zoning Ordinance Additional Requirements 9-19.

Comment: The existing building is a combination of metal panels with an aggregate finish and a painted finish as proposed on the expansion. The materials have been durable and remained in good condition for the past 18 years. A light gray color to match the existing building will be used for the painted metal panels. The Planning Commission may comment whether the north side of the building should also be coated with an aggregate finish, in that it is visible from Bleck Drive.

2. The proposed building is compatible and in harmony with other existing structures within the District and immediate geographic area.

Comment: The proposed building materials are compatible with other buildings in the area. The existing buildings are either tip up concrete, metal panels with an aggregate

finish, or at least one of the buildings on Bleck Drive is entirely painted metal panels.

3. The provisions of Section 1001.03, Subd. 5.C of this Chapter are considered and determined to be satisfied.

Comment: City staff has drafted a resolution approving the conditional use permit based on a review of the criteria outlined in Section 1001.03, Subd. 5 of the Zoning Ordinance attached hereto.

Setbacks. Buildings in the I-1 Industrial District are subject to the setback requirements established for principal uses in accordance with Section 1001.20, Subd. 6 of the Zoning Ordinance. The setback required to the north property line is 25 feet and to the rear is 35 feet. The proposed addition will comply with these requirements.

Lot Coverage. Maximum lot coverage by structures in the I-1 Industrial District is 50 percent. With the proposed building addition, the resulting lot coverage of structures is 20 percent. Lot coverage is within the limits allowed by the Zoning Ordinance.

Building Height. The maximum height allowed for principal structures in the I-1 District is four stories or 48 feet. The building addition will be less than 25 feet in height and comply with the Zoning Ordinance.

Off-Street Parking. Section 1001.05 of the Zoning Ordinance requires for the manufacturing and processing facility one parking stall for two employees on the shift of greatest employment, or one space for each 500 square feet of floor area, whichever is greater, and one space for each company motor vehicle on the premises. The proposed storage area requires one space for each 1,500 square feet of floor area. The Applicant indicates there will be 35 employees at peak employment and two company vehicles parked outside. The existing building has an area of 14,975 square feet resulting in a parking requirement of 30 spaces and the proposed storage building will have an area of 10,132 square feet, equating to a parking requirement of seven parking stalls. There are 49 parking stalls onsite which satisfy the total off-street parking requirement of 39 parking spaces.

Exterior Lighting. The submitted plans do not indicate installation of any additional site lighting. Any exterior lighting that is to be installed on the site must have a 90-degree horizontal cutoff and be directed away from the residential uses to the north in compliance with the Zoning Ordinance.

Exterior Storage. The applicant has indicated that there is no outdoor storage proposed.

Mechanical Equipment. Mechanical equipment such as heating, and air conditioning units erected on the roof of the structure will need to be screened so as not to be visible.

Trash. The submitted site plan does not address trash storage. Storage of any trash or waste materials must be stored indoors or within an enclosure as required by the Zoning Ordinance.

Grading and Drainage Plan. The Applicant must provide a grading and drainage plan for the proposed addition at the time application is made for a building permit. All grading, drainage, and erosion control issues are to be subject to review and approval of the City Engineer.

CONCLUSION

Upon review of the request for the Conditional Use Permit to allow metal exterior walls and finishes for a storage expansion at PHS West, Inc., located at 6704 Bleck Drive, our office recommends approval subject to the following conditions:

1. The site and building plans are developed in accordance with the application and related materials submitted by the applicant and incorporated herein.
2. The Applicant shall provide a grading and drainage plan for the proposed addition that would be subject to review and approval of the City Engineer.
3. The Planning Commission shall comment on whether the north side of the building addition is to be coated with an aggregate finish.
4. Except for licensed and operable company vehicles, there shall be no other outdoor storage on the property.
5. Installation of any additional exterior light fixtures shall include a 90-degree horizontal cutoff and directed so as to cast light away from surrounding properties and the public right-of-way, subject to review and approval of City staff.
6. Any mechanical equipment such as heating, and air conditioning units erected on the roof of the structure shall be screened so as not to be visible.
7. Storage of any trash or waste materials shall be stored indoors or within an enclosure as required by the Zoning Ordinance.

Commissioner Petersen-Biorn opened the public hearing at 7:03 p.m.

Dan Cummings of 865 Windjammer Lane, Mound, Minnesota and owner of PHS West at 6704 Bleck Drive was available to answer questions. They plan to expand their building to accommodate their growing business where they manufacture self-propelled equipment. The specialty equipment is expanding to data centers like Facebook, Google and Amazon. Currently they have 23 employees and plan to add 12 positions over the next couple of years. Mr. Cummings will work on the screening of the recycling and waste containers when the building permit plans are submitted.

Commissioner Petersen-Biorn closed the public hearing at 7:10 p.m.

The Planning Commission discussed the project and whether Condition #3, if the north side of the building addition is to be coated with an aggregate finish. The proposed finish of concrete

will look nice and won't fade. Upon further discussion the Planning Commission agreed with the Planner's recommendation.

MOTION was made by Sand, seconded by Morter to recommend approval of the Site Plan and the Conditional Use Permit to allow metal exterior with the six conditions listed.

MOTION CARRIED – VOTING IN FAVOR – PETERSEN-BIORN, SAND and MORTER.

Mr. Cummings stated they hope to have construction done by mid-November and then they will work on their existing office space.

The recommendation from the Planning Commission will be submitted to the City Council at their upcoming August 13, 2019 regular meeting for final approval or denial.

SET AGENDA AND APPROVE CONSENT AGENDA ITEMS

MOTION was made by Morter, seconded by Sand to set the agenda and accept the May 23, 2019 Regular Planning and Zoning Commission Minutes.

MOTION CARRIED – VOTING IN FAVOR – PETERSEN-BIORN, SAND and MORTER.

OPEN FORUM

Commissioner Petersen-Biorn called for open forum, no one from the public spoke.

NEW BUSINESS

Staff Reports

Deputy Clerk Etzel's report included: August 22nd meeting is cancelled and the September 12th meeting will be held if any applications is received by August 21st, residential new construction is 11 homes for 2019 as of 8/2/2019, staff is reviewing the grading plans for Kwik Trip to be completed this fall with a build in 2020, City Hall will be closed September 2nd for Labor Day, Marlys Elsen retired after 20 years and the city hired Sheri Moyer as the new Utility Billing Clerk/Administrative Assistant, Rockford River Days and Rocktoberfest.

ADJOURNMENT

MOTION TO ADJOURN was made by Sand, seconded by Morter.

MOTION CARRIED – VOTING IN FAVOR – PETERSEN-BIORN, SAND and MORTER.

Commissioner Sand adjourned the meeting at 7:16 p.m.

Submitted by Audra Etzel, Deputy Clerk