

**UNAPPROVED MINUTES  
PLANNING COMMISSION  
SPECIAL MEETING  
CITY OF WYOMING, MINNESOTA  
JULY 6, 2009  
7:00 PM**

**CALL TO ORDER:**

*Frank Storm called the Regular Meeting of the Wyoming Planning Commission to order for July 6, 2009 to order at 7:00 P.M.*

**CALL OF ROLL:**

*On a Call of the Roll the following members of the Wyoming Planning Commission were present: Frank Storm, Judy Coughlin, Ken Meyers, and Mark Lobermeier  
Members Absent: Sean Wagner  
Also Present: Building Staff Member Robb Linwood, City Engineer Mark Erichson, Police Chief Paul Hoppe, Building Official Fred Weck and Council Liaison Roger Elmore*

**DETERMINATION OF A QUORUM:**

*The Planning Commission Chairman determined a Quorum was present.*

**PLEDGE OF ALLEGIANCE:**

**OPEN FORUM:**

*"An opportunity for members of the public to address the Planning Commission on items not on the current Agenda. Items requiring Planning Commission action maybe deferred to staff for research and future Planning Commission Agendas if appropriate."*

**NONE**

**PUBLIC HEARINGS**

**1. Conditional Use Permit Application – Wyoming Police Department**

Staff Report for explains that the Wyoming Police Department is looking to occupy and make an addition at the former town hall building. Public Works is also asking for an addition for cold storage.

**Staff Recommendations**

Staff recommends the Conditional Use Permit to allow the construction of the additions at the former town hall site, in the Rural Residential I zoning district, be granted based on the findings that the standards for the Conditional Use Permit have been met and subject to the following conditions:

- The site shall be developed in substantial compliance with the approved site plan.
- Security lighting for the building and parking area shall comply with Section 42 of the Zoning Ordinance.
- All applicable City codes, ordinances and policies as well as any applicable County, State and Federal regulations shall be complied with prior to the issuance of a building permit.

Chief Paul Hoppe stated that the addition will allow police cars to be stored inside away from public and the outside elements. Staffing will be minimal or similar to the Wyoming Building Department. From 8:00am - 4:00 pm there will be 3 staff members present, otherwise staffing levels at other times will be at 1.5 peoples. There will be some walk in traffic from the public, but no more than before and there should be no adverse affects to the surrounding residents from traffic.

The planning commission questioned why the salt pile would be moved near the road. It was concluded that this was the best use of the area. Public works needs the space for moving around equipment and currently in the proposed salt pile area there is a large raw dirt pile. Public works would be putting down a large pad for storage of the salt. The impound area was purposely put behind the building to be less intrusive to the public. The Planning commission asked if there is any screening on the northwest side of the property. Staff responded not much on the northwest side, but there is some on the east side of the property, much of the trees are on the abutting property.

The planning commission asked City Engineer Mark Erichson for some background on the drainage plan. Mark Erichson explained there should be minimal surface water on the site and there are a couple of different options. The ideal option is option "A", which is recommended by Mr. Erichson. This drainage option would be located on the back south side of the lot, there is an existing swale and it should intercept water and be a dry pond. Option "B", this area is located on the west side of the pavement, near the building. Mark Erichson feels that this might not be as good of an option due to parking for the ball field. The Planning commission asked how deep is Option A? Engineer Erichson responded a couple of feet. It will only hold water during rain fall events, otherwise it will be a dry pond. The Planning Commission states that option "B" would be a poor choice due to parking for the ball field. PC agrees that option "A" would be the best drainage plan. It was asked if pervious pavement be an option for the new paved area. Engineer Erichson responded that the main problem would be the cost of the pervious area for this project, he feels that option "A" is the best choice. Chief Hoppe stated that the impound lot could be shifted forward to allow the pond area to be moved to the east away from the play area in the park. The planning commission agreed and liked this idea.

The Planning commission asked if the park will continue to share parking with the police or will they park off of the pavement. Will it create any safety issues with police cars coming and going? Chief Hoppe explained that the west side of the building will be marked stalls for parking and garage stalls will have signs to make sure there is no parking in front of them. The Police would have no problem sharing with park goers. The police would still have the ability to exit to the east side of the parking lot. The police will have external surveillance cameras on the impound area, and there will be other cameras on the west side of building. The PC asked if there is a lot of organized baseball at the park. Staff stated mostly during the weekdays during

the summer time. There is not a large amount of traffic after the summers organized events.

### **OPEN PUBLIC HEARING - 7:20**

Ted DeGraw, 7696 Wyoming Trail – (Across street) Mr. DeGraw stated that his family is outside in his yard often. He explained currently there is not a lot of foot traffic near the ball field. His questions are how the lighting will impact him and the travel from the police department. Staff explained that lighting would need to meet current ordinance. We would require that we are not lighting up the sky, all the lighting would be left to a minimum. All of the lights necessary would be shielded and there should not be much. Staff stated that traffic impact should be less than its current rate. Chief Hoppe explained that they should not have any major additional lighting. Chief Hoppe explained that traffic will be minimal, they will not be housing any suspects at the facility, it will just be staff. Police cars have been implemented with enough technology that the officers should have minimal trips back to police headquarters. The officers change shifts at 3:00 am, 7:00 am and then at 3:00 pm. One positive as well is that you will have very close police protection.

### **CLOSE PUBLIC HEARING 7:24**

The planning commission asked Mr. Erichson if it would be possible to move the impound area so the retention pond could move further to the east. Mr. Erichson responds that we are able to do this without any problems.

It was asked by the pc what the long term use of the building will be. Chief Hoppe said that we are thinking around 5 years, give or take a year or two on each side.

Commission members asked if this building be a headquarters for Emergency Management. Chief Hoppe stated that this will be our secondary building for emergency management.

**A MOTION WAS MADE BY PLANNING COMMISSION MEMBER STORM, SECONDED BY PLANNING COMMISSION MEMBER LOBERMEIER, TO MAKE RECOMMENDATION TO THE CITY COUNCIL TO APPROVE THE CUP FOR THE WYOMING POLICE DEPARTMENT WITH THE FOLLOWING CONDITIONS**

- **THAT THEY COMPLY WITH STAFF RECOMMENDATIONS NUMBER 1-3 AND THAT THE IMPOUND LOT IS MOVED FORWARD TO ACCOMMODATE THE MOVING OF THE DRAINAGE POND TO THE EAST AWAY FROM THE PARK PLAY AREA.**

*Voting Aye: Meyers, Lobermeier, Storm, and Coughlin*

*Voting Nay: None*

*Abstain: None*

### **UPDATES -**

Fred Weck will be on vacation for the next planning commission meeting, but he will provide information for the work on the zoning ordinances

**A MOTION WAS MADE BY PLANNING COMMISSION MEMBER COUGHLIN, SECONDED BY PLANNING COMMISSION MEMBER MEYERS, TO ADJOURN THE**

**“SPECIAL MEETING” OF THE WYOMING, MINNESOTA PLANNING  
COMMISSION FOR JULY 6, 2009 AT 7:30 P.M.**

*Voting Aye: Meyers, Lobermeier, Storm, and Coughlin*

*Voting Nay: None*

*Abstain: None*