

**UNAPPROVED MINUTES
PLANNING COMMISSION
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
AUGUST 23, 2011
7:00 PM**

CALL TO ORDER

Planning Commission Chairman Frank Storm called the Regular Meeting of the Wyoming Planning Commission of August 23, 2011 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: Judy Coughlin, Mark Lobermeier, Sean Wagner and Frank Storm.

Members Absent: Ken Meyers

DETERMINATION OF A QUORUM:

Chairman Storm determined a quorum was present.

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

"An opportunity for member 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.

APPROVAL OF MINUTES:

- 1. Consider approving the minutes of the Regular Meeting of the Wyoming, Minnesota Planning Commission for June 28, 2011.**

A MOTION WAS MADE BY PLANNING COMMISSION MEMBER COUGHLIN, SECONDED BY PLANNING COMMISSION MEMBER LOBERMEIER, TO APPROVE THE "REGULAR MEETING" MINUTES OF THE WYOMING, MIINNESOTA PLANNING COMMISSION FOR JUNE 28, 2011 AS WRITTEN.

Voting Aye: Coughlin, Storm and Lobermeier

Voting Nay: None

Absent: Wagner and Meyers

Abstain: None

Sean Wagner was present for the Planning Commission meeting arrived at 7:07 pm.

SCHEDULED PUBLIC HEARINGS

- 2. Variance: Impervious surface area of 74% in the Industrial District
5190 260th Street: Rosenbauer Motors**

Roger Humphrey (Rosenbauer Motors Representative) was present to discuss the Variance request at Rosenbauer Motors (5190 260th Street) Rosenbauer Motors is requesting to expand the parking and

storage area. This variance request is to allow an impervious surface area of seventy-four percent (74%). The allowable impervious surface area in the Industrial District is fifty percent (50%).

M. Lobermeier stated he cannot envision the expansion on the site and also have the appropriate drainage the City of Wyoming requires. City Engineer M. Erichson has review the applicant's proposed storm water plan and it appears it will satisfy City requirements for storm water management on the site.

J. Coughlin questioned the type of surface the parking lot will have. R. Humphrey stated the parking lot will have a class 5 surface.

A MOTION WAS MADE BY PLANNING COMMISSION MEMBER WAGNER, SECONDED BY PLANNING COMMISSION MEMBER COUGHLIN, TO RECOMMEND TO THE WYOMING CITY COUNCIL THE APPROVAL OF THE REQUEST FROM ROSENBAUER MOTORS TO ALLOW THEM TO HAVE AN IMPREVIOUS SURFACE AREA OF SEVENTY-FOUR PERCENT (74%) IN THE INDUSTRIAL DISTRICT, AS LONG AS IT MEETS THE CONDITIONS OF THE ZONING ADMINISTRATOR F. WECK WHICH ARE LISTED.

- 1. THE SITE IS DEVELOPED IN SUBSTANTIAL COMPLIANCE WITH THE APPROVED SITE PLAN.**
- 2. THE CITY ENGINEER M. ERICHSON COMMENTS IN A LETTER DATED AUGUST 18, 2011 ARE ADDRESSED PRIOR TO THE BEGINNING OF CONSTRUCTION.**
- 3. THAT THE PRESIDENT OF HALLBERG INC. OR ONE OF ITS OFFICERS, SIGNS AND FILLS IN THE OWNER INFORMATION ON THE VARIANCE APPLICATION BEFORE WORK COMMENCES ON THE SITE. IF THIS CONDITION HAS NOT BEEN COMPLIED WITH BY OCTOBER 3, 2011 THIS VARIANCE REQUEST SHALL BE NULL AND VOID.**

Voting Aye: Coughlin, Wagner, Storm and Lobermeier

Voting Nay None

Absent: Meyers

Abstain: None

NEW BUSINESS

- 3. Sketch Plan: Denise Davis
7580 250th Street**

J. Coughlin questioned the Park and Trail Dedication; it states the park dedication requirements per the policy adopted by the Joint Planning Board on September 2, 2003. J. Coughlin questioned if the City of Wyoming is under a newer park dedication requirement later September 2, 2003. F. Storm will discuss this with Zoning Administrator F. Weck. Consensus from the Planning Commission was to bring this agenda item back to F. Weck for clarification on the Park Dedications for 2011.

OLD BUSINESS

- 4. City Engineer Presentation on the City's Stormwater Comprehensive Plan**

Engineer Todd Hubmer, PE (WSB & Associates Representative) was present to review the draft of the Comprehensive Surface Water Management Plan with the Planning Commission.

Section I

Executive Summary

The following are a number of goals, and policies for the management of its water resources. Engineer Hubmer stated he did receive comments from the Planning Commission members and based on the comments received:

- Prevent flooding and protect property - Based on the comments received Engineer Hubmer believes some of the words are a little too strong. **So he has softened the wording to; Reduce potential for flooding and protect properties.**
- Protect or improve the water quality of local lakes, wetlands, and streams - M. Lobermeier disagrees with the wording of protect and improve, are we trying to protect others from being impaired or improve water quality or keep it like it is. Hubmer stated they looked at a number of ways to state this. These words actually came out of the Minnesota Rules; **M. Lobermeier would like to use the word enhance instead of protect.**
- Prevent erosion and sedimentation of soil into surface water systems - **M. Lobermeier believes the word prevents is not the right word. He would suggest the word minimize in place of prevent.**
- Preserve wetlands, lakes, and all surface waters - **No change**
- Minimize public capital expenditures needed to correct flooding and water quality problems - **Add water resource related and water quality problems**
- Promote groundwater recharge - **No change**
- Protect and enhance fish and wildlife habitat and water recreational opportunities to greatest extent feasible - **Take protect out and just have enhance**
- Remove this goal: **Secure the other benefits associated with the proper management of surface and ground water.**

There were two (2) goals added to the list:

- **Educate Residents on storm water and wetlands etc.**
- **Complete an inspection and maintenance plan for the storm water infrastructure yearly.**

S. Wagner stated the Comprehensive Surface Water Management Plan should be a companion document with the City of Wyoming's Comprehensive Plan. Hubmer stated there will be language in the beginning of this document that states this document is in compliance with the City of Wyoming Comprehensive Plan.

Section II

Introduction and Purpose

Hubmer explained this section provides the City of Wyoming with guidance in the implementation of water resource activities and lists the contact information for individuals and agencies involved in the administration and implementation of the plan.

Section III

Land and Water Resource Inventory

We changed one item in Section III page 1, section B to; **Location, Geology and topographic Information. Also, Engineer Hubmer will change the language in the opening paragraph of Section III to make it consistent with the previous changes.**

M. Lobermeier mentioned on page 3-3 Stormwater Conveyance System there is no map of the infrastructure and he is not sure where the stormwater goes. The drainage plan needs to be part of the Comprehensive Plan. Engineer Erichson stated the City of Wyoming will create a model of the system in 2012. The City should work on the fee schedule for the drainage and have the fee City wide with land use categories. The City has already incurred costs for drainage issues in the previous Township.

S. Wagner would like to recommend to City Council 1, 2, 3, and 5 and compile these that would give a solid base to build on. And then the City could build on this document with future growth of the City.

Figure 3 - 7 Remove items from the list of some of the specific water resource problem areas within the City:

- **Flooding near Highway 8 and Hamlet Avenue**
- **Flooding and standing water on the post office and library parcels**

A MOTION WAS MADE BY S. WAGNER, SECONDED BY _____, TO REVISE #1, #2, #3, AND #5, AND HAVE THIS DRAFT ON THE CITY COUNCIL AGENDA, FOR CITY COUNCIL SUPPORT AND APPROVAL OF THE DRAFT DOCUMENT.

Motion failed for lack of a second. S. Wagner stated the Planning Commission member have not went through section V; Establishment of goals, strategies, and policies. After the Commission has reviewed that policy he would not have a problem submitting the draft to the City Council. S. Wager has revised his motion as follows:

A MOTION WAS MADE BY PLANNING COMMISSION MEMBER S. WAGNER, SECONDED BY PLANNING COMMISSION MEMBER M. LOBERMEIER, REQUESTING THE ENGINEERING FIRM TO REVISE THE COVEDENCE TO INCLUDE SECTION #1, #2, #3, AND #5 OF THE STORMWATER PLAN IN A COMPREHENSIVE PACKAGE. ALSO THE PLANNING COMMISSION WILL REVIEW SECTION #5 IN MORE DETAIL IN ORDER FOR THE PLANNING COMMISSION TO SUBMIT IT TO THE CITY COUNCIL FOR REVIEW AND APPROVAL OF THE DRAFT.

Voting Aye: Coughlin, Wagner, Storm and Lobermeier
Voting Nay None
Absent: Meyers
Abstain: None

Section IV

Problems and Corrective Actions

Did not review Section went right to Section V

Section V

Establishment of Goals, Strategies, and Policies

Page V-3 Policy #1 – Change phrase to read: The City of Wyoming will provide other means of Public Education as **determined by the City** as part of the National Pollutant Discharge Elimination System (NPDES) Phase II Program and its MS4 permit.

Page V-3 Policy #2 last sentence - Change the phrase: or other means as deemed appropriate by the City to **or other means determined appropriate by the City.**

Page V - 3 Move Policies 4 to Policy 1

Page V –5 Engineer Hubmer has added a few rules not included in the Water Shed rules.

1. Add process for which these infiltration systems are approved by the City of Wyoming
 - Soil borings are required for projects that propose infiltration practices.
 - Design infiltration rates may be estimated using the Kozeny-Carman formula. This method may not be used on soils classified as clayey.
 - A double-ring infiltrometer test shall be conducted in accordance with ASTM D3385 by a registered geotechnical engineer at the proposed infiltration surface spaced every 100 linear feet or every 10,000 square feet, whichever is more restrictive, to verify infiltration rates.

Page V - 5 Prior to the completion of a City of Wyoming Wetland Management Study the City should determine this by a site by site basis.

Page V - 6 Remove policy D - 3 **Excess volume reduction or runoff retention achieved onsite, up to volume of the five-year 24-hour event, may be banked (as credit) for use on other projects within the City that are unable to fully meet the City's stormwater volume reduction standard onsite. The City will establish and maintain a list of available banked runoff retention Volume Credits.**

Page V - 6 S. Wagner questioned if the City has a Stormwater Impact Fund. **Engineer Hubmer stated the City of Wyoming would have to establish a Stormwater Impact Fund.**

Page V - 7 S. Wagner mentioned he is not clear on why the last paragraph is there, because the City has no development with impervious surfaces. **Engineer Hubmer will look at this paragraph.**

Page V - 8 Policy 6 on line 5 remove the words **if feasible.**

Page V - 8 Policy 7 on line 4 changes so it reads; with the permit application and maintenance instrument up to **City standards.**

Page V - 8 Policy 8 change the last sentence to read; soils **during** the construction of infiltration BMP's.

Page V - 9 Policy 15 **just have the first sentence.** Delete the rest.

Page V - 11 Policy 26 This policy is inconsistent with the Flood Plan Ordinance. **Policy 26 will refer to the City Ordinance.**

Page V - 11 Policy 27 Engineer Hubmer will look at this policy.

Page V - 15 Replace neighboring communities with **neighboring cities and townships**

Page V - 15 Replace area lakes with **area lakes and rivers**

A MOTION WAS MADE BY PLANNING COMMISSION MEMBER S. WAGNER, SECONDED BY PLANNING COMMISSION MEMBER M. LOBERMEIER, TO REQUEST THE CITY ENGINEER TO REVISE SECTION #1, #2, #3, AND #5 AND SEND THE DOCUMENT TO THE WYOMING CITY COUNCIL FOR APPROVAL.

Voting Aye: Coughlin, Wagner, Storm and Lobermeier

Voting Nay None

Absent: Meyers

Abstain: None

Consensus of the Planning Commission is to move forward with the modeling phase of the Comprehensive Surface Water Management Plan.

A MOTION WAS MADE BY PLANNING COMMISSION MEMBER S. WAGNER, SECONDED BY PLANNING COMMISSION MEMBER M. LOBERMEIER, TO ADJOURN THE REGULAR MEETING OF THE WYOMING, MINNESOTA PLANNING COMMISSION FOR AUGUST 23, 2011 AT 9:09 P.M.

Voting Aye: Coughlin, Wagner, Storm and Lobermeier

Voting Nay None

Absent: Meyers

Abstain: None

