

City of Winsted
Special City Council Meeting
Lewis Room
December 8, 2015
4:00 p.m.

Present: Mayor Steve Stotko
Council Member Bonita Quast
Council Member Tom Ollig
Council Member Max Fasching

Absent: Council Member George Schulenberg

Staff Present: Mr. Daniel Tienter, City Administrator
Ms. Raquel Kirchoff, Administrative Assistant

1. Call to Order

Mayor Stotko called the meeting to order at 4:00 p.m.

2. Consent Agenda

Mr. Tienter reviewed the items on the Consent Agenda, and stated that based on the proposed use of the parcels for the new building to be added to DiMax Corporation at 1109 Industrial Lane, both a vacation of a drainage and utility easement and a Planned Unit Development are required. Mr. Tienter stated that public hearings were held by the Planning Commission on December 7, 2015 regarding these subjects and that no comments were received.

Mr. Tienter explained that what is proposed is to vacate the drainage and utility easement that straddles the parcel line between the two (2) parcels that the buildings will sit on, where the hallway that connects the two (2) buildings will be placed.

Mr. Tienter stated that because the proposed building will cross the property line through a continuous structure, a Planned Unit Development process is required where setbacks and zoning requirements are evaluated.

Mr. Tienter stated that the Planning Commission recommended that the entire drainage and utility easement be reinstated, if the new building was to change in use or be sold. Mr. Tienter stated that the resolutions for consideration at tonight's meeting have language included that allows for the entire utility easement to be reinstated, if necessary. Mr. Tienter reviewed Resolution R-15-47 and Resolution R-15-48.

Mr. Tienter stated that the rededication of the easement and the change in the property line would only occur if the two (2) buildings were ever separated or the uses between the buildings changed. If they were ever sold together, and kept together, there would be no need to change the property line because the Planned Unit Development recorded by the City Council would still be in effect.

Mayor Stotko read the Consent Agenda.

a) Special City Council Meeting Fee

Waived the fee of \$400 for the special meeting of the City Council scheduled and held on December 8, 2015.

b) Resolution R-15-47 – Vacation of Drainage and Utility Easement – DiMax Corporation

Adopted Resolution R-15-47 to grant approval to vacate a drainage and utility easement along the common property line of Lot Three (3) and Lot Seven (7), Block Two (2) Winsted Industrial Park Two (2) for the purpose of constructing an industrial building at 1109 Industrial Lane.

c) Resolution R-15-48 – Planned Unit Development – DiMax Corporation

Adopted Resolution R-15-48 to approve the Planned Unit Development Final Plan to allow for an industrial building to be constructed at 1109 Industrial Drive.

Council Member Ollig motioned to adopt the Consent Agenda as presented. Council Member Quast seconded the motion. Motion carried 4-0.

3) NEW BUSINESS

a) Resolution R-15-49 – Site Plan Review – DiMax Corporation

Mr. Tienter stated that the building addition for DiMax Corporation is required to have a Site Plan Review completed and that the Planning Commission reviewed the Site Plan at their meeting on December 7, 2015. Mr. Tienter stated that the Site Plan Review, along with the Planned Unit Development and the vacation of the utility easement create some conditions to the project based on the comments that were provided by the City Engineer, the Winsted Volunteer Fire Department Fire Chief, and the City's Planning Consultant.

Mr. Tienter stated that the memo and resolutions provided for today's meeting by Mr. John Anderson, Municipal Development Group, outline the conditions for the project. Mr. Tienter reviewed the conditions from Resolution R-15-49.

Council Member Ollig stated that because it was stated that the buildings could be sold as separate buildings in the future, the City needed to ensure to protect any future use of the buildings.

Mayor Stotko asked Mr. Tienter to clarify the parking at the new building site. Mr. Tienter reviewed the parking requirements. Mr. Tienter continued by stating that at this point in time the proposed use for the structure does not require additional parking be added; but to protect any future use of the new building in the event that it was ever sold as a standalone building, at that time it would be required to add the additional required parking spaces.

Council Member Ollig motioned to adopt Resolution R-15-49 to approve the Site Plan for an industrial building to be located at 1109 Industrial Lane, Winsted, Minnesota. Council Member Fasching seconded the motion. Motion carried 4-0.

4) Open Forum

Mr. Radtke thanked the City for the help to complete the reviews.

5) No Announcements

6) Adjourn

Council Member Quast motioned to adjourn the meeting. Council Member Fasching seconded the motion. Motion carried 4-0.

The meeting was adjourned at 4:20 p.m.

Daniel Tienter

Daniel Tienter
City Administrator
City of Winsted

ATTEST:

Raquel Kirchoff

Raquel Kirchoff, CMC
Administrative Assistant
City of Winsted