

EDGERTON CITY HALL
PLANNING COMMISSION MEETING
REGULAR SESSION
July 10, 2018

The Edgerton Planning Commission met in regular session with Chair John Daley calling the meeting to order at 7:00 p.m.

All present participated in the Pledge of Allegiance.

The Roll Call was answered, indicating those present were: Commissioners John Daley, Tim Berger, and Andrew Merriman. Absent was Commissioner Katee Smith. Also present were: Mayor Donald Roberts, City Administrator Beth Linn, Assistant City Administrator Scott Peterson, Development Services Director Katy Crow, City Clerk Rachel James, and Recording Officer Debra Gragg.

The City Clerk announced a quorum was present.

NEW MEMBERS

Commissioner John Daley indicated a new member, Tim Berger, was sworn in prior to meeting. Commissioner Berger introduced himself to the Commission and audience. He was welcomed to the Commission.

CONSENT AGENDA

Motion by Merriman, seconded by Berger, to approve the items as presented in the Consent Agenda. Motion was approved, 2-0-1 with Berger abstaining from the vote.

MINUTES

- A. The minutes for Regular Session of June 12, 2018 were considered and approved.

TEMPORARY CONSTRUCTION ACTIVITIES – Project Mustang

- B. Request to extend a Temporary Construction Activities use, which was originally approved by the Planning Commission on April 10, 2018 for a rock crushing operation located on property near Homestead Lane and 207th Street (Kubota Tractor Corporation) was considered and approved. Applicant: Clayco

OLD BUSINESS

FINAL SITE PLAN, FS2018-05, AMENDING FS2017-01, 19400 ESSEX STREET (CONTINUED FROM JUNE 12, 2018 PLANNING COMMISSION MEETING)

Final Site Plan, FS2018-05, pertaining to the amendment of FS2017, requesting installation of a Compressed Natural Gas Fueling Station for UPS, located at 19400 Essex Street was considered. Authorized Agent: TruStar Energy for ELHC XXI LLC, Engineer: Katahdin Environmental.

Staff presentation on the amendment to the Final Site Plan noted housekeeping corrections and updates from previous Planning Commission Meeting with regards to screening, fencing, and landscaping. Applicant is seeking to modify the approved Final Site Plan (FS 2017-01) to accommodate the construction of a Compressed Natural Gas (CNG) fueling facility. The CNG facility consists primarily

of 15 dual hose time-fill stations (30 stations) and 3 (three) fast-fill stations and accompanying appurtenances and an equipment compound area.

Staff overviewed items for Article 10.1 D, which were all brought into compliance in the submitted revised Amended Final Site Plan. Staff reminded the applicant that any site signage will be evaluated for compliance upon submittal of separate application.

Additionally, Staff overviewed revised Site Plan fencing which includes a tan, 8-foot vinyl fence around the compound area with bollards that contain polyethylene thermoplastic sleeves. The 6-foot vinyl coated 1-inch steel fencing that currently surrounds the operations area of UPS will be extended to surround the enclosed compound and the fill stations. Landscaping plans indicate that landscaping will be installed on the exterior of the vinyl coated steel fencing. Patrick Cassidy, from RIC presented on behalf of UPS, and briefed the Commission on the landscaping plans, stating that with the landscaping, the fencing will be blocked from view.

Commissioner Daley stated the biggest issue was fencing and the issues were addressed. Commissioner Merriman affirmed the issues with fencing and noted that landscaping and fencing concerns expressed at the previous meeting were addressed.

Motion by Berger, seconded by Merriman to approve the installation of a Compressed Natural Gas Fueling Station for UPS, located at 19400 Essex Street with the following stipulations: 1.) The aforementioned recommendations are stipulated to as a part of this approval and incorporated into the Final Site Plan document set; 2.) All infrastructure requirements of the City shall be met; 3.) All construction plans for any public infrastructure shall be prepared to City standards and approved by the City; 4.) No signage is proposed with this application. Signage proposed late shall receive separate approval according to the provisions of the UDC; 5.) A construction/building permit document set must be submitted and approved prior to commencement of any construction activities; 6.) Applicant/Owner Obligation. The site plan, a scale map of proposed buildings, structures, parking areas, easements, roads and other city requirements (landscaping/berm plan, lighting plan) used in physical development, when approved by the City Council shall create an enforceable obligation to build and develop in accordance with all specifications and notations contained in the site plan instrument. The applicant prior to the issuance of any development permit shall sign all site plans. A final site plan filed for record shall indicate that the applicant shall perform all obligations and requirements contained therein. The motion was approved 3-0.

NEW BUSINESS

TEMPORARY CONSTRUCTION ACTIVITIES ON PROPERTY LOCATED AT IP XXXI (31800 W. 196TH STREET) – TEMPORARY OFFICE TRAILER

An application for the temporary use of an office trailer located at IP XXXI (31800 W 196th Street) was considered. Applicant: NorthPoint Development.

Katy Crow, Development Services Director, presented on the submitted site plan which shows the proposed office trailer located on the west side of the building adjacent to the north end. At the June 12, Planning Commission meeting the applicant received permission to place port-a-lets on the east

side of the IP XXXI during the tenant finish construction. As part of this office trailer request, they are asking for permission to allow the relocation of the approved port-a-lets so that they are adjacent to the temporary office trailer should it be approved.

Commissioner Merriman asked if once the temporary office trailer is removed if there would be any damage to the concrete or any dirt/gravel to be cleaned up. Ms. Crow responded that it will be located in the parking lot and powered from main building. Commissioner Merriman also wanted to know how the trailer would be anchored. Brett Powell, NorthPoint representative, responded the office trailer would be adjacent to a drive-up ramp and next to a grassy area and would not damage the concrete. Ms. Crow showed example photos of the office trailers. Commissioner Merriman reiterated that he wanted to make sure that once the trailers were removed, there would be no permanent damage. Mr. Powell showed photos of other trailers on NorthPoint properties. Commissioner Daley asked if trailers were only going to be used for office space through September. Mr. Powell confirmed. Ms. Crow reiterated the office space if approved, would only be allowed through September 1, 2018 and NorthPoint is aware that if any damage has happened to landscaping, NorthPoint will have to replace and re-landscape.

Staff recommended approval of the use of an office trailer during tenant finish construction and the relocation of prior approved port-a-lets to the west side of the building with stipulations as noted in the motion made by Commissioner Merriman.

Motion by Merriman, seconded by Berger to approve the temporary use of an office trailer located at IP XXXI (31800 W 196th Street) and the relocation of the prior approved port-a-lets next to the west side of the building near the office trailer with the following stipulations: 1.) Office trailer must be removed no later than September 1, 2018; 2.) Site must be maintained in good condition; 3.) All waster must be disposed of in accordance with all applicable regulations; 4.) All signage shall be placed pursuant to applicable sign regulations in Chapter 1, Article 12 of the Unified Development Code of the City of Edgerton; 5.) All vertical structures shall require a building permit pursuant to the Code of Regulations for Buildings and Construction, 2010 Edition of the City of Edgerton prior to being occupied; 6.) Contractors shall obtain all required permits pursuant to the Code of Regulations for Buildings and Construction, 2010 Edition or other applicable chapter of City Code; 7.) Contractors agree to address any issues that affect off-site properties or public rights-of-way or easements within a reasonable amount of time; 8.) Maintain a valid City of Edgerton Business License; and 9.) Permission for temporary construction activities is granted for a period ending September 1, 2018. The motion was approved 3-0.

FUTURE MEETING

The next meeting is scheduled for August 14, 2018.

ADJOURNMENT

Motion by Merriman, seconded by Berger, to adjourn. Motion was approved, 3-0.

The meeting adjourned at 7:20 p.m.

Submitted by: Rachel A. James, City Clerk