PLANNING COMMISSION MEETING

Tuesday, April 22, 2025 at 5:30 PM
Council Chambers, City Hall at 540 West Hills Circle
Roll Call: Meier, Springer-Gasner, Rooks, Eickhoff, Wilson, Peake, Effertz

1. **Planning Commission Agenda - April 22, 2025**
   1.a. Planning Commission Agenda - April 22, 2025
2. **Roll Call: Meier, Springer-Gasner, Rooks, Eickhoff, Wilson, Peake, Effertz**
3. **Approval of Last Meeting Minutes**
   3.a. Planning Commission Minutes - April 8, 2025
4. **Public Hearings**
   4.a. Renneberg Hardwoods Addition Preliminary Plat
5. **Downtown Parking Committee Requests**
6. **Other Business**
   6.a. Updates on Previous Items
7. **Next Meeting - May 13, 2025**
8. **Adjournment**

Owatonna Planning Commission Agenda

Tuesday, April 22, 2025
5:30 PM
Charles S. Crandall Center at West Hills*

Roll Call: Meier, Springer-Gasner, Rooks, Eickhoff, Wilson, Peake, Effertz

1. Approve minutes of the April 8, 2025 meeting

2. Public Hearings

   A. Preliminary Plat of Renneberg Hardwoods Addition

3. Downtown Parking Committee Requests

   None

4. Other Business

   A. Updates on Previous Items

5. Next Meeting – May 13, 2025

6. Adjourn

OWATONNA PLANNING COMMISSION MINUTES FOR APRIL 8, 2025

The Owatonna Planning Commission met in regular session at 5:30 p.m. in the Crandall Center – Chambers with Chairperson Kelly Rooks conducting the meeting. Present at roll call were Commissioners Kelly Rooks, Rachel Springer-Gasner, John Eickhoff, Nick Peake, and Dave Effertz. Commissioners Mark Meier and Mark Wilson were absent. Community Development Manager Greg Kruschke and Senior Administrative Technician Kristen Kopp were also present.

A motion was made by Effertz and seconded by Springer-Gasner to approve the minutes of the regular meeting of December 10, 2024. All Commissioners voting Aye, the motion carried.

Application No. RZ-10, which is a request by Christine Rotthoff, CRK Properties LLC to rezone property from I-1, Light Industrial District, to PUD, Planned Unit Development for the purposes of continuing to operate a multi-use facility including office spaces, contractor spaces, and an educational facility for the property located at 631 Cedar Avenue North, was presented by Community Development Manager Greg Kruschke. (Refer to report on file.) Public hearing opened at 5:35 pm. No comments were made regarding this request. Public hearing closed at 5:36 pm. Eickhoff said he didn't have any concerns about the request as it looks to be the same uses with some updates. A motion was made by Springer-Gasner and seconded by Effertz to recommend City Council approval of the rezoning property from I-1, Light Industrial District, to PUD, Planned Unit Development for the purposes of continuing to operate a multi-use facility including office spaces, contractor spaces, and an educational facility for the property located at 631 Cedar Avenue North with the following conditions on the PUD:

1) All building codes shall be met at all times.
2) All exterior signs require a sign permit.
3) All drop offs will need to occur in private parking stalls unless it is a school bus and permitted by State Statute.
4) The properties shall be combined into one lot in order to remove all property lines from inside the building prior to any new tenants occupying the space.
5) All future uses shall be in compliance with the current underlying zoning district or an amendment to the PUD required.

All Commissioners voting Aye, the motion carried.

Main Street Parking Change – Mid Block Crosswalk Area was presented by Community Development Manager Greg Kruschke. (Refer to report on file.) They have been working with Federated, the County, and City Engineer to remove a few parking stalls around the mid block crosswalk and install an ADA stall. One of the main reasons is to increase visibility around the crosswalk. In the meantime, nobody wants to see any accidents. Staff is recommending approval of this request. Eickhoff said this is a safety issue. A motion was made by Eickhoff and seconded by Springer-Gasner to recommend City Council approval of this Main Street Parking Change. All Commissioners voting Aye, the motion carried.

Community Development Manager Greg Kruschke gave an update on previous items. He said that the next step with the Comprehensive Plan is the Zoning and Subdivision Ordinance. They have held on to that a little bit because there are a couple of proposals at the State level so they don't waste any dollars getting a consultant on board.

TIF Compliance Resolution TIF 3-18 – Sputtering Components was presented by Community Development Manager Greg Kruschke. (Refer to report on file.) Effertz said he's a big fan of how the City uses TIF. A motion was made by Effertz and seconded by Peake to approve the TIF Compliance Resolution TIF 3-18 for Sputtering Components. All Commissioners voting Aye, the motion carried.

He said they have hired a new Planning Specialist Emma Bransford, who is finishing up at the University of Minnesota. She's part-time right now, but will be starting full-time on June 2.

A motion was made by Eickhoff to adjourn and seconded by Springer-Gasner at 5:47 p.m. All Commissioners voting Aye, the motion carried.

Respectfully Submitted,

_____

Greg Kruschke
Community Development Manager

April 17, 2025

To: Planning Commission
From: Community Development Department
RE: Preliminary Plat of Renneberg Hardwoods Addition

Background

Kevin Anderson, on behalf of Renneberg Companies, a request for preliminary plat of Renneberg Hardwoods Addition, a one lot commercial plat. The applicant purchased the property last year with the intention of constructing their facility this year. Since the three parcels are in two different plats they need to replat the property prior to a permit being issued.

All utilities are available to the project. There are three sets of services stubbed into this lot. Since only one set of the services will be used with this project the other services are required to go under an agreement regarding removal or are required to be removed at the main. Staff is in favor of the agreement in this case.

Access for the property is proposed to come from 2 existing locations. State Avenue (CR 45) was master planned from an access point when it was constructed. The apron is installed and located where the access point is. There is secondary access on 12th Avenue NW along the south property line. They will also be using that.

Application Review:

Applicant/Owner:	Kevin Anderson, on behalf of Renneberg Companies
Location of Property:	1430 State Avenue NW
Existing Zoning:	B-2, Community Business District
Existing Land Use:	The land is currently vacant land.
Report Attachments:	1. Location Maps 2. Preliminary Plat 3. Application Letter 4. City Engineer's Memo

Proposed Development:

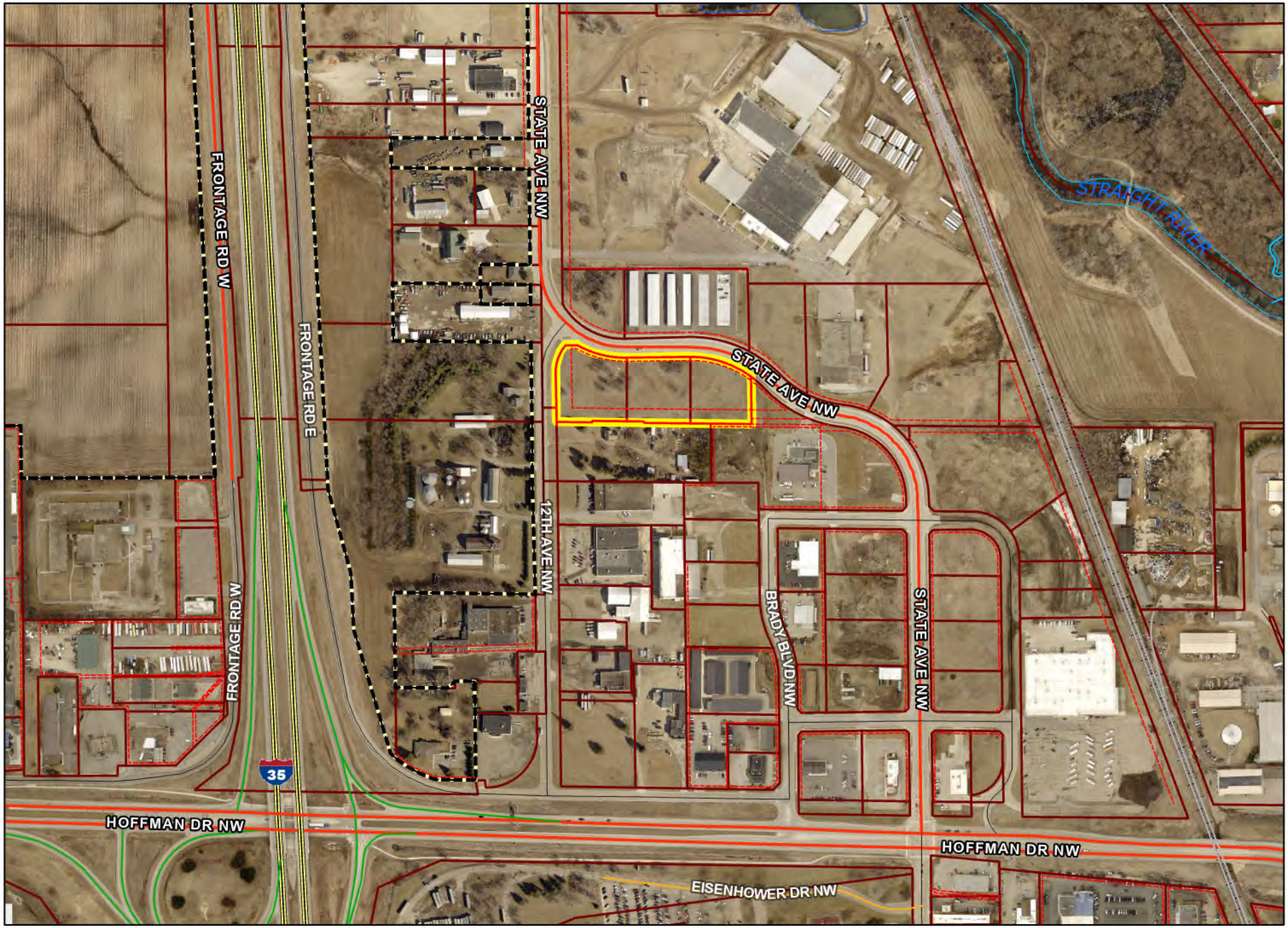
Size of Subdivision:	3.6± acres
Number of Lots:	One commercial lot
Lot Configuration:	The lot is generally rectangular in shape.
Street Pattern:	The street pattern will not change from what exists today.

Services:	Sanitary Sewer and water are available from existing services along State Avenue. There are two services to the west that will not be used with this project.
Timing/Financing of Development:	The applicant is hoping to record the final plat soon and start construction this spring.
Outstanding Assessments:	None
Floodplain:	None
Wetlands:	None
Storm Water Drainage:	The applicant is proposing to construct a pond on the east side of the property that will outlet into the State Avenue storm sewer system.
Easements:	The applicant is accommodating the existing easements on the property and proposing new perimeter easements. There is a 50 foot utility easement on the south side of the lot. There is also a larger utility easement on the west side of the property.
County/MNDOT Review:	The county returned comments that they have none at this time. The property is not adjacent to a MNDOT right of way.

Staff Review:

Staff recommends approval of the preliminary plat of Renneberg Hardwoods Addition with the following conditions:

1) The final plat shall be approved within one year of the date of approval of the preliminary plat.
2) The title opinion shall be approved by the City Attorney prior to recording of the final plat.
3) A disconnection agreement shall be entered into prior to recording of the plat regarding the remaining water and sewer services.
4) All comments of the City Engineer's memo shall be met.



N

Renneberg Hardwoods Addition
1430 State Avenue NW

1:5,415

Date: 4/8/2025

LEGEND

- 848 = EXISTING ELEVATION CONTOUR LINE
- = Catch Basin
- E = Electric
- = Fire hydrant
- G = Gas Main
- = Guy Anchor
- = Light Pole
- OH = Overhead
- = Power Pole
- RCP = Reinforced Concrete Pipe
- = Telephone Pedestal
- T = Telephone
- W = Water Main

OWNER INFORMATION

R2 HOLDINGS
WESLEY RENNEBERG
PO BOX 188
MENAHGA, MN 56464
800-950-8553
KEVINA@RENNEBERGCOMPANIES.COM

LAND SURVEYOR

JONES HAUGH, & SMITH, INC.
SCOTT A. TUCHTENHAGEN
415 WEST NORTH STREET
OWATONNA, MN 55060
507-451-4598
SCOTTT@JHSENG.COM

ZONING

EXISTING ZONE: B-2 COMMERCIAL BUSINESS
PROPOSED ZONE: B-2 COMMERCIAL BUSINESS

SETBACKS:
ZONE: 30'
REAR: 20'
SIDE: 10'

EXISTING LEGAL DESCRIPTION

LOTS 1-2, BLOCK 1, STATE AVENUE ADDITION NO. 3

AND

LOT 3, BLOCK 2, STATE AVENUE ADDITION NO. 2

UTILITIES NOTE:

WATER MAIN, NATURAL GAS, AND ELECTRIC FACILITIES SHOWN PER OPU DIGITAL RECORDS

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Scott A. Tuchtenhagen, L.S. No. 52646 Date: 4/1/25

30 0 30
HORIZ. SCALE FEET
DRAWINGS ON 11x17 SHEETS ARE HALF SCALE

REV.	BY	DATE	REVISION DESCRIPTION
-	-	-	-

JONES HAUGH SMITH
Engineers + Surveyors
415 West North Street Owatonna, MN 507-451-4598

DESIGNED: JHS5
DRAWN: JHS5
CHECKED: SAT
Date: 4/1/25
DWG: 25-1017

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.
John H. Schulte V
License No. 44639 Date: 4/1/25

PRELIMINARY PLAT
RENNEBERG HARDWOODS ADDITION
L1-2 B1 STATE AVE NO. 3 & L3 B2 STATE AVE NO. 2
EXISTING CONDITIONS

SHEET 1 OF 3

LEGEND

- —848— = EXISTING ELEVATION CONTOUR LINE
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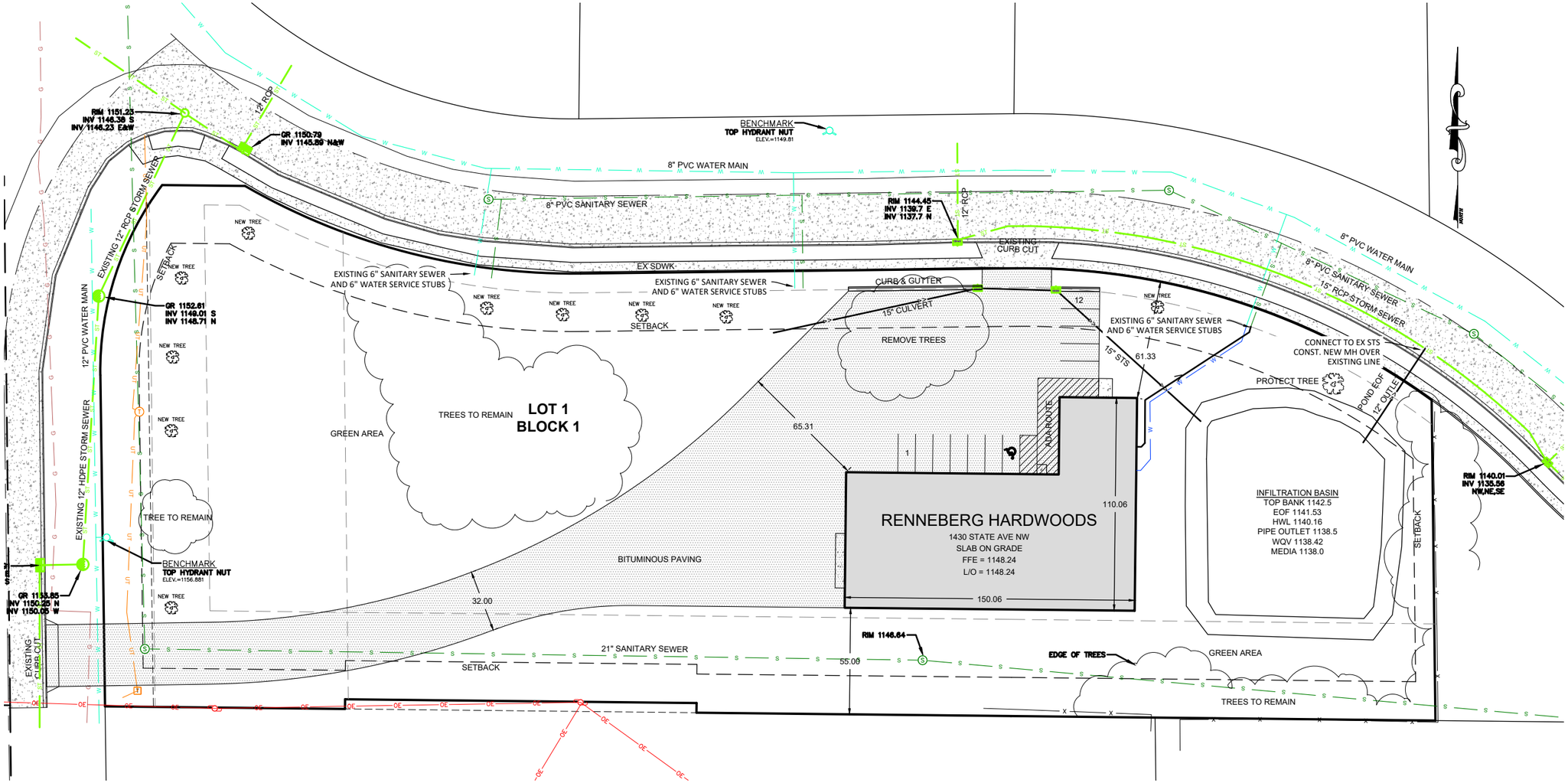

PARKING CALCULATION

BUILDING SIZE = 12124 SF, WAREHOUSE USE
REQUIRED STALLS = 8 + 1 PER 500 SF OR 8 + 1 PER 2 EMPLOYEES
OWNER INTENDS 8 EMPLOYEES

8 + 8/2 = 12 STALLS

12 STALLS SHOWN INCLUDING 1 ADA STALL WITH VAN SPACE.

UTILITIES NOTE:

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John H. Schulte V
License No. 44639 Date: 4/1/25

PRELIMINARY PLAT
RENNEBERG HARDWOODS ADDITION
L1–2 B1 STATE AVE NO. 3 & L3 B2 STATE AVE NO. 2
SITE PLAN

SHEET 2 OF 3

LEGEND

- 848 = EXISTING ELEVATION CONTOUR LINE
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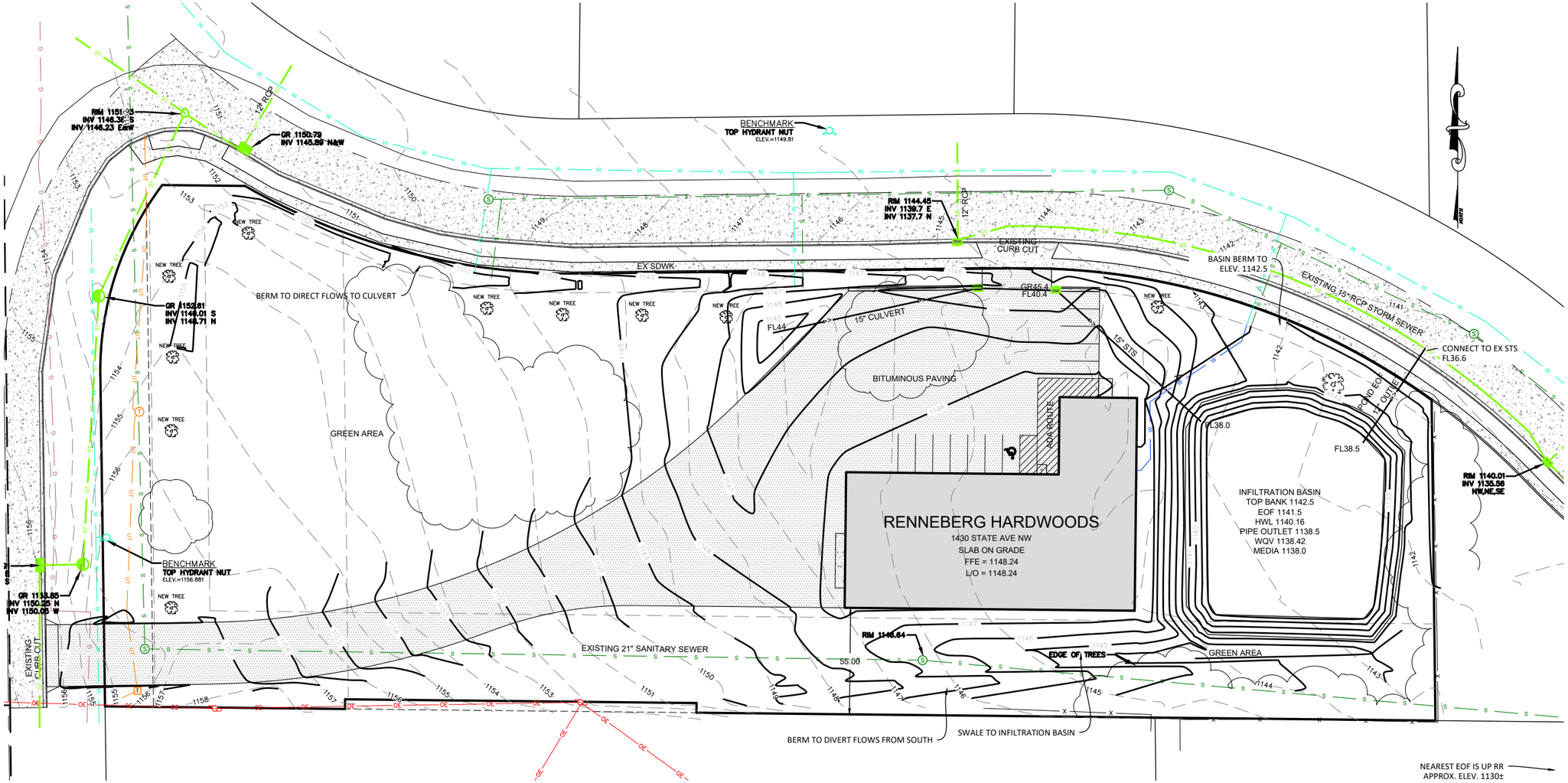

GENERAL STORMWATER NOTES:

SITE AREA:	3.6 AC
EXISTING IMPERVIOUS SURFACE:	0.0 AC
PROPOSED IMPERVIOUS SURFACE:	1.07 AC
FUTURE IMPERVIOUS SURFACE:	0.0 AC

PEAK STORMWATER FLOWS LEAVING SITE (CFS):

12TH AVE NW

	2-YEAR	10-YEAR	100-YEAR
EXISTING	0.25	0.51	1.09
DESIGN	0.25	0.51	1.09

STATE AVE NW

	2-YEAR	10-YEAR	100-YEAR
EXISTING	0.53	2.59	9.01
BASIN	0.14	1.13	4.26
DIRECT OFFSITE	0.05	0.25	0.87
DES. TOTAL	0.19	1.38	5.13

UTILITIES NOTE:

WATER MAIN, NATURAL GAS, AND ELECTRIC FACILITIES SHOWN PER OPU DIGITAL RECORDS

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-	-	-	-

JONES HAUGH SMITH
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415 West North Street Owatonna, MN 507-451-4598

DESIGNED: JHS5
DRAWN: JHS5
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John H. Schulte V
License No. 44639 Date: 4/1/25

PRELIMINARY PLAT
RENNEBERG HARDWOODS ADDITION
L1-2 B1 STATE AVE NO. 3 & L3 B2 STATE AVE NO. 2
GRADING PLAN

SHEET 3 OF 3

STEELE COUNTY
Soil and Water Conservation District

235 Cedardale Drive SE
Owatonna MN 55060
507-451-6730 Ext. 3
www.steeleswcd.org

4/14/25

Re: State Ave. Additions 2 and 3, Rennenberg Hardwoods

To Whom It May Concern:

I have reviewed this site at 1430 State Ave. NW for any wetland that would be regulated under the Minnesota Wetland Conservation Act. No evidence of regulated wetland was found on the parcel. This was determined by satellite imagery review on the National Wetland Inventory and by conducting a site visit.

If you have any questions, please contact me.

Eric Gulbransen
Steele SWCD
235 Cedardale Dr. SE
Owatonna, MN 55060
(507)451-6730 x3

Renneberg Hardwoods Inc.
11773 State Highway 87 West
Menahga, MN 56464
Kevina@rennebergcompanies.com
218-252-0925
2/12/2025

Mayor Matt Jessop
City of Owatonna MN
Council Members Doug Boss, Dan Boeke, Dave Burbank, Nathan Dotson, Kevin P. Raney, Don McCann, Brent Svenby
540 W Hills Circle
Owatonna, MN 55060

Subject: Request for Plat Approval – Renneberg Hardwoods Addition

Dear Mayor Jessop and City Council Members,

I am writing to formally request approval for the platting of Renneberg Hardwoods Addition, located at Lots 1 and 2, Block 1, State Avenue Addition No. 3, Steele County, Minnesota. Lot 3 Block 2, State Avenue Addition No. 2, Steele County, Minnesota. Our intent is to build a hardwood lumber/sheetgoods sales warehouse in accordance with the city's planning and zoning regulations.

We appreciate your time and consideration of this request and look forward to working with the city to complete this process efficiently. Please let us know if you need additional information.

Thank you for your time and service to our community. I look forward to your response.

Sincerely,

Kevin Anderson
Vice President of Special Projects
Renneberg Hardwoods Inc.

CITY OF OWATONNA

Public Works Department

Date: 04/18/2025
Project: Renneberg Hardwoods Addition
Preliminary Plat Application #: PP-25-1

Staff Review Comments:

Engineering

1. Access to sanitary interceptor manholes shall be provided at all times. Design shall incorporate measures to ensure no illicit discharges or clear water enters the sanitary collection system.
2. Utility permit with Steele county is required for storm sewer connection proposed in Steele County right of way and inspected by City Engineering Department.
3. Unused sanitary and water services may remain conditioned on the owner executing a waiver with the city and Owatonna public utilities accepting maintenance responsibilities and any futures costs for removal.
4. Driveway aprons shall be concrete.
5. Label soil boring locations corresponding to Geotechnical Report boring log.
6. Several design features are present on the existing conditions plan.

Stormwater

7. All construction drawings, plans, reports, and documentation used to obtain the City Grading Permit shall be prepared in accordance with the most recent design standards, checklists, and guidance documents.
    a. Applicant is responsible to self-review and ensure the submissions are prepared and conform with these standards.
8. All development is subject to the items listed in this review document and the following provisions:
    a. City of Owatonna Stormwater Management Code 52.00.
    b. City of Owatonna Grading Permit and associated design requirements.
    c. Minnesota Pollution Control Agency (MPCA) NPDES/SDS MS4 Permit MNR040000 post construction stormwater management criteria.
    d. MPCA NPDES/SDS Construction Stormwater General Permit MNR100001.
    e. MN Stormwater Manual recommendations and guidance.
9. All existing and proposed utilities within 150 feet shall be clearly labeled with grades, size, material, and dimensions.
10. All existing and proposed contours shall be shown to a minimum of 150 feet into adjacent properties.
11. All critical elevations shall be provided including:
    a. Emergency overflow elevations, locations, directions, and routing for the development shall be shown in the preliminary plat.
    b. 100-yr HWL for all low areas and areas of ponding water.
    c. Elevations of nearby structure low openings.
    d. Spot/control elevations and slope percent for all swales, ditches, and drainage paths.
12. Stormwater BMPs shall be designed to meet all applicable requirements for development:
    a. Attenuation of peak discharge rates for (Atlas 14) 2-yr, 10-yr, and 100-yr 24-hr rain events.

b. Onsite treatment of required water quality volume calculated as an instantaneous volume of 1" times the new and fully reconstructed impervious surface areas.
c. Structure details, cross sections, etc. for storm sewer and treatment system shall include accurate and specific elevation data.

13. Infiltration basin shall provide pretreatment per MN Stormwater Manual recommendations and Pretreatment Tool.
14. Infiltration testing shall be provided prior to installation of basin per MN Stormwater Manual requirements.
15. Proposed infiltration basin is located in an active karst region and additional testing may be required to ensure infiltration is viable.
    a. Further geotechnical investigation for the infiltration basin areas may be required. The applicant shall revisit the soil borings and Geotechnical Report with a qualified professional prior to construction of the system and examine suitability to infiltrate in an area mapped as active karst.
    b. This may require deeper soil boring exploration.
16. All permanent stormwater facilities require a Stormwater Facility Maintenance Agreement signed by the property owner and executed with the City.
17. The City will record the easement/agreement document with the County Recorder's office.
18. All permanent stormwater facilities require a site-specific Operations, Inspections, and Maintenance Plan.
    a. This includes the property owner's plan to fund the future maintenance costs.
19. All grading permit termination requirements shall be met including:
    a. Payment of any outstanding fees, fines, or penalties related to the construction project.
    b. Submission of SWPPP Self-inspection records and project completion photographs.
    c. Final topographic survey, As-built, and updated Record Drawing will be required. The record drawing and as-built information shall be submitted as .pdf and GIS compatible format that includes geospatial reference data (CAD or shapefile is acceptable).
    d. Submission of the Engineer's Certification of Stormwater Compliance form.
20. Applicant shall provide documentation that the infiltration facility performs as designed.
    a. Time and date stamped photographs to show that the infiltration facility drains dry within 48 hours after a natural precipitation event approximately equivalent to the design storm.
    b. Time and date stamped photographs showing that the infiltration facility drains dry within 48 hours after the practice is filled with water from an alternative supply.
    c. Double ring infiltrometer tests, permeameter, or similar instrument.

Please provide a written response to each review item in this document. Include the applicant's comments in distinct text color along with each comment provided by the City. All plan revisions shall be summarized, signed, and dated accordingly. When uploading new plans, the submission date shall be included in the title. It is the responsibility of your project team to review each City standard applicable to this project for inclusion and accuracy in submitted documents, plans, drawings, and application details.

Sean Murphy, PE
Director of Public Works and City Engineer