

PLANNING AND ZONING COMMISSION MEETING – MARCH 28, 2023

The Regular Bi-Monthly Meeting of the Andover Planning and Zoning Commission was called to order by Chairperson Karen Godfrey on March 28, 2023, 7:00 p.m., at the Andover City Hall, 1685 Crosstown Boulevard NW, Andover, Minnesota.

Commissioners present: Scott Hudson, Bert Koehler IV, Nick Loehlein, Jonathan Shafto, and Ryan Winge

Commissioners absent: Patrick Shuman, Jr.

Also present: Planner Peter Hellegers
Others

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

March 14, 2023 Regular Meeting Minutes

City Planner Hellegers requested the following correction:

Page 2, Line 22: Currently reads, “property being discussed and that the *variance is requesting a lot split*”. Change to, “property being discussed and that the *applicant is requesting a variance for a lot split that would otherwise not meet City Code.*”

Motion by Commissioner Loehlein, seconded by Commissioner Hudson, to approve the minutes as amended. Motion carried on a 5-ayes, 0-nays, 1-present (Shafto), 1-absent (Shuman) vote.

PUBLIC HEARING: Conditional Use Permit (CUP) Amendment for the placement of additional antennas onto the existing water tower on the property located at 1685 Crosstown Blvd. NW, (PID#: 22.32.24.41.0006) submitted by New Cingular Wireless, PCS, LLC c/o Steve Ward (Applicant)

The Planning & Zoning Commission is requested to hold a public hearing and make a recommendation to the City Council on a Conditional Use Permit (CUP) requested by Steve Ward, representing Cingular Wireless, PCS, LLC, to place six antennas onto water tower #2 on property located at 1685 Crosstown Boulevard NW. City Planner Hellegers noted the purpose of this item is to hold a public hearing and take input on this CUP

request by New Cingular Wireless, PCS, LLC. He displayed a map of the subject site and noted the water tower currently has antennas. A CUP is required to locate an antenna above 35 feet in height. The water tower top is 169 feet tall and this proposal would have an antenna tip height of 176 feet 5 inches. He noted the current height of equipment on water tower #2 is 184 feet.

Mr. Hellegers reviewed the proposed CUP with the Commission and asked them to look over the stipulations in City Code regarding Conditional Uses to make sure the applicant meets the criteria for granting a CUP, and that the effect won't have negative impacts on health, safety, morals, or general welfare. He then opened the discussion to questions from the Commission.

Commissioner Winge asked if there are restrictions on the height of the antennas. Mr. Hellegers shared under City Code, there are no restrictions for height.

Motion: Chair Godfrey assumed a motion to open the Public Hearing at 7:04 p.m. Motion carried by unanimous consent.

Steve Ward, Ward Development, 15 Park Place, Swansea, Illinois, shared he was present at the meeting representing AT&T. He explained this project is similar to other installations on the tank. They plan to take over a former Sprint location, so the new antennas will be similar to what was there before the tank was painted. He shared a benefit of using a prior Sprint location is that all the penetrations, electrical and conduit runs are in place.

Commissioner Koehler asked if Mr. Ward is looking at any sites other than the Crosstown Boulevard location. Mr. Ward stated they are not, unless the City wants to build another tower. The applicant approached the City to see if they would like to build another cell tower at a park or near the business area, and the City said they would prefer to have things added to existing structures. If water tower #2 works for the City, it works for the applicant's engineering and they would be happy to co-locate in Andover.

Chair Godfrey asked what the anticipated time of construction is. Mr. Ward shared it is pending a successful lease, a process which they have begun but still need to make sure zoning is in place. Mr. Ward expects the leasing process to take 6-8 weeks, and hopes to have a building permit within 3-4 months. He would like to get the antennas added before cold weather comes again.

Motion: Chair Godfrey assumed a motion to close the Public Hearing at 7:07 p.m. Motion carried by unanimous consent.

Motion by Commissioner Loehlein, seconded by Commissioner Shafto, to recommend to the City Council approval of the Conditional Use Permit requested by Steve Ward, representing Cingular Wireless, PCS, LLC, to place six additional antennas onto water tower #2 on property located at 1685 Crosstown Boulevard NW, subject to the five

conditions detailed in the draft resolution. Motion carried on a 6-ayes, 0-nays, 1-absent (Shuman) vote.

Mr. Hellegers stated that this item would go before the Council at an upcoming City Council meeting. He stated the specific date would be shared later.

OTHER BUSINESS

City Planner Hellegers shared updates from previous meetings. Two meetings ago, the Commission looked at a Conditional Use Permit for a religious institution, which went forward to Council on March 21, 2023 and was approved with an additional condition for the drop off area's driveway on 136th Lane NW. At the last meeting, the Commission considered a variance for a proposed lot width and size, but that application was withdrawn and did not go before Council. A Code amendment for fence height was approved by Council on March 21, 2023.

ADJOURNMENT

Motion by Commissioner Hudson, seconded by Commissioner Koehler, to adjourn the meeting at 7:10 p.m. Motion carried by unanimous consent.

Respectfully Submitted,

Kristina Haas, Recording Secretary
TimeSaver Off Site Secretarial, Inc.