



Watertown Planning Commission Minutes

Donald Hendricks
Elizabeth Schulze
Jennifer O'Connell
James Rivord
Jim Sandquist
Jim Kasheimer
Ali Parsons-Towle
Dan Schuette-Council Liaison

6/23/2022 - Minutes

1. Call To Order & Roll Call:

Chairman Jim Kasheimer called the Watertown Planning Commission meeting to order at 6:33 p.m. on Thursday, June 23, 2022. Commission Members present: Chairman Jim Kasheimer, Don Hendricks, Ali Parsons Towle and Elizabeth Schulze; absent: Jennifer O'Connell, Jim Sandquist, James Rivord and Councilman Dan Schuette. City Staff present: Planning Consultant Mark Kaltsas, City Administrator Jake Foster and Deputy Clerk-Treasurer Christine Dammann. Others present were community members: Kristen Swanson-Via Zoom.

2. Adopt Agenda:

**HENDRICKS MOVED AND SCHULZE SECONDED TO ADOPT THE AGENDA AS PRESENTED;
MOTION CARRIED 4-0.**

3. New Business

3.A. Approve Minutes From May 26, 2022

**PARSONS-TOWLE MOVED AND SCHULZE SECONDED TO ADOPT THE AGENDA AS
PRESENTED; MOTION CARRIED 4-0.**

4. Paul L. DeBole (Pyramid Network Services) As Authorized Agent For Dish Wireless LLC ("Applicant") And Global Signal Acquisition ("Owner") Requests That The City Consider The Following Action For Southern Wireless Tower On The Property Located At 700 Lewis Ave. N (PID No. 850040300) In Watertown, MN

As per Kaltsas' overview of the project; the applicant T Paul L. DeBole (Pyramid Network Services) as authorized agent for Dish Wireless LLC ("Applicant") and Global Signal Acquisition ("Owner") requests that the City consider a Conditional Use Permit to allow a wireless cellular communications antenna to be collocated on the existing tower on the subject property and Site plan review for the subject property.

The City has received an application and staff is seeking the direction of the Planning Commission relating to the request for a conditional use permit and site plan review. Should the Planning Commission consider recommending approval, the following conditions should be considered:

1. The proposed conditional use permit and site plan review meets all applicable conditions, criteria and restrictions stated in the City of Watertown Ordinance.
2. The Conditional Use Permit shall include the following additional conditions:
 - a. The conditional use permit shall be reviewed annually by the City.
 - b. The antennas shall be installed in accordance with the approved plans and tower elevations.
 - c. The City can administratively approve any replacement of existing antennas. Any expansion or increase to the size of the existing ground equipment, buildings or number of antennas will be subject to the City's review and an amendment to the conditional use permit.
3. The Applicant shall pay for all costs associated with the City's review of the conditional use permit and site plan review.
- 4.A. Conditional Use Permit To Allow A Wireless Cellular Communications Antenna To Be Collocated On The Existing Tower On The Subject Property.
- 4.B. Site Plan Review For The Subject Property.
- 4.C. Public Hearing:

Chairman Kasheimer closed the regular meeting and opened the Public Hearing at 6:48 p.m..

There being no members of the public present to come forward and no written or oral communication prior to the meeting;

Chairman Kasheimer Closed the Public Hearing at 6:48 p.m..

Discussion took place among Commission Members.

HENDRICKS MOVED A MOTION TO RECOMMEND TO THE CITY COUNCIL TO APPROVE THE CONDITIONAL USE PERMIT TO ALLOW A WIRELESS CELLULAR COMMUNICATIONS ANTENNA TO BE LOCATED ON THE EXISTING TOWER ON THE SUBJECT PROPERTY AND TO APPROVE THE SITE PLAN REVIEW FOR THE SUBJECT PROPERTY; ADHERING TO ALL RECOMMENDATIONS SET FORTH BY STAFF IN TONIGHT'S PACKET. PARSONS-TOWLE SECONDED THE MOTION; MOTION CARRIED 4-0.

This item will be presented to Council at the July 12, 2022 Council Meeting .

5. T-Mobile (Applicant) And American Tower Corp. (ATC), (Owner) Requests That The City Consider The Following Actions For Northern Wireless Tower On The Property Located At 700 Lewis Avenue North (PID No. 850040300).

As per Kaltsas' overview of the project; the applicant T-Mobile and American Tower Corp. (ATC), (Owner) requests that the City consider the following actions for northern wireless tower on the property located at 700 Lewis Avenue North (PID No. 850040300). That the City consider a Conditional Use Permit to allow new wireless cellular antenna to be collocated on the existing tower on the subject property and Site plan review for the subject property.

The City has received an application and staff is seeking the direction of the Planning Commission relating to the request for a conditional use permit and site plan review. Should the Planning Commission consider recommending approval, the following conditions should be considered:

1. The proposed conditional use permit and site plan review meets all applicable conditions, criteria and restrictions stated in the City of Watertown Ordinance.
2. The Conditional Use Permit shall include the following additional conditions:
 - a. The conditional use permit shall be reviewed annually by the City.
 - b. The antennas shall be installed in accordance with the approved plans and tower elevations.
 - c. The City can administratively approve any replacement of existing antennas. Any expansion or increase to the size of the existing ground equipment, buildings or number of antennas will be subject to the City's review and an amendment to the conditional use permit.
3. The Applicant shall pay for all costs associated with the City's review of the conditional use permit and site plan review.

5.A. A Conditional Use Permit To Allow Collocation Of New Wireless Antennas On The Existing Tower

5.B. Site Plan Review For The Subject Property.

5.C. Public Hearing:

Chairman Kasheimer closed the regular meeting and opened the Public Hearing at 6:55 p.m..

Kristen Swenson attended via Zoom to see if Commission members had questions regarding the proposed item; there were no questions.

Chairman Kasheimer Closed the Public Hearing at 6:56 p.m..

Discussion took place among Commission Members.

PARSONS TOWLE MOVED A MOTION TO RECOMMEND TO THE CITY COUNCIL TO APPROVE

THE CONDITIONAL USE PERMIT TO ALLOW A COLLOCATION OF NEW WIRELESS CELLULAR COMMUNICATIONS ANTENNAS TO BE LOCATED ON THE EXISTING TOWER ON THE SUBJECT PROPERTY AND APPROVE THE SITE PLAN REVIEW; ADHERING TO ALL RECOMMENDATIONS SET FORTH BY STAFF IN TONIGHT'S PACKET. HENDRICKS SECONDED THE MOTION; MOTION CARRIED 4-0.

This item will be presented to Council at the July 12, 2022 Council Meeting .

6. Staff Updates:

7. Adjournment:

There being no further business;

SCHULZE MOVED AND HENDRICKS SECONDED A MOTION TO ADJOURN; MOTION CARRIED 4-0.

The Planning Commission meeting was adjourned at 7:27 p.m..

Chairman; Jim Kasheimer

City Administrator; Jake Foster

The Planning Commission is scheduled to meet again on Thursday, July 28, 2022.

309 Lewis Avenue South; P.O. Box 279, Watertown, MN 55388