

CITY OF ALBERT LEA
PLANNING COMMISSION
ADVISORY BOARD
MEETING MINUTES

January 11, 2018 - 5:30 pm
City Center – Council Chambers

Members Present

Larry Baker, Ex-Officio
Colby Cunningham
Rick Mummert
Thayne Nordland
Tim Samuelson
Jason Willner

Members Absent

Pam Schmidt

Staff in Attendance

Chad Adams, City Manager
Cierra Maras, Fire & Inspection Administrative Assistant
Wayne Sorensen, Building/Zoning Administrator

Interested Parties

John Schipper
Noelle Hagen

Planning Commission Acting Chair, Rick Mummert, called the meeting to order at 5:31 p.m.

Election of Officers

Nordland made a motion to appoint Rick Mummert to Planning Commission Chair and Willner seconded the motion. The motion was passed unanimously on a voice vote. Nordland made a motion to appoint Jason Willner to Planning Commission Vice Chair and Mummert seconded the motion. The motion was passed unanimously on a voice vote.

Approval of the Agenda

Nordland made a motion to approve the agenda and Willner seconded the motion. The agenda was approved unanimously on a voice vote.

Approval of Minutes

Nordland made a motion to approve the minutes from November 7, 2017. Mummert seconded the motion. The minutes were approved unanimously on a voice vote.

Public Hearings

1. Request for an IUP for unpaved parking & drive areas – Schipp's Pro Power Wash

Staff report prepared by Molly Patterson-Lundgren, Planner WSB & Associates, Inc. and an audio recording of this meeting become part of these minutes by reference.

The Schippers are proposing to expand their operation to Lot 3, Block 1, Habben First Additions (2380 Crossroads Blvd). There is an existing building and gravel parking area here and they are requesting approval of an Interim Use Permit (IUP) for this property to allow unpaved parking and driveway areas at this site. They are also requesting an extension of time for paving on the lot governed by the existing IUP. This new request would extend their previously approved 2014 IUP for unpaved parking lots and driveways beyond Lot 1 to include currently unpaved areas on Lots 2 & 3 of the Habben First Addition as well. The IUP would allow parking, loading and driveway areas for all three properties to remain an unpaved gravel for a designated period of time.

Sorensen presented a slideshow to the Commission showing the request in detail.

Mummert opened the public hearing at 5:49 p.m.

John Schipper, owner of Schipp's Pro Power Wash, gave the Commission background on his company and how it has progressed and expanded. He explained his financial situation and reasoning for his extension request. He noted that he does not believe he will be at a financial point in 2020 and 2021 to have paving done and that a leniency on his time line would help him generate funds to complete the paving.

The Commission reviewed the paving options. Schipper proposed to fix the area in front of Lot 2 in 2021, pave Lot 3 in 2022, and Lot 1 in 2023. He explained that traffic enters through Lot 1 to park and then pull into Lot 2 to enter building.

Mummert proposed the modification to split into thirds as follows: Paving of Lot 2 in 2021, Lot 1 in 2022, and Lot 3 in 2023. By 2025, pave the remainder of Lot 1 and by 2026, pave the remainder of Lot 3.

Noelle Hagen, on behalf of ALEDA, explained that it is understood that the paving is needed, however it puts an undue burden onto investors. She noted that the applicants are looking to invest 1.5 million into the new building and grow business and mentioned the growth in sales since 2012. She explained that ALEDA supports expanding local business and asks to approve the IUP to increase jobs.

Mummert closed the public hearing at 6:23 p.m.

Cunningham made a motion, seconded by Nordland, to recommend to City Council the adoption of a resolution approving the IUP concerning gravel, parking, storage and drive areas on Lots 1, 2, & 3 of Block 1, Habben First Addition to be paved over a 3-year period in phases as follows:

1. Lot 2 to be repaired in 2021 (per applicant statement)
2. Portion of Lot 1 to be paved in 2022
3. Portion of Lot 3 to be paved in 2023
4. Pave remainder of lots in 2025 & 2026

The recommendation for approval of the proposed IUP is based on the following findings of fact and conditions:

Findings of Fact:

1. Schipp's Pro Power Wash operates their business on Lots 1 & 2, Block 1, Habben First Addition,
2. An IUP was issued to this business in 2014 to allow for unpaved parking area as a principal use on Lot 1 of the property,
3. The property is zoned IDD and the existing business is consistent with the goals of this district including providing service for interstate transportation and provision of job opportunities to the community,
4. The applicant is proposing to expand this business including the addition of jobs,
5. The existing business has improved site appearance with landscaping, and with the conditions required will extend this to the expansion area, Lot 3 which provides a high-quality community image from the public highway

Conditions of Approval:

1. Vegetative landscape screening will be installed before the end of 2018 along the western edge of Lots 2 & 3 (in particular where the parking area is located) similar to what was installed along Lot 1,
2. Site plans for landscaping and construction plans for paving (for the drive isle portions required through 2023) will be provided to the City Engineer for approval in 2018 prior landscaping installation,
3. The driveway isles will be paved on Lot 1 by the end of 2022, Lot 2 by the end of 2021, and Lot 3 by the end of 2023,
4. Unless City requirements for paving (currently contained in Sec. 74-1050 of the Zoning Code) are modified, all remaining parking, storage and drive areas of Lot 1 will be paved by the end of 2025 and of Lots 2 & 3 by the end of 2026.

The motion was passed unanimously on a voice vote.

New Business

1. Adoption of 2018 Land Use Application Schedule

The Commission was given the Land Use Application Schedule for 2018 prepared by City Staff. The schedule provides a table for the deadlines for application submittal to the Planning Commission for their regularly scheduled meetings to allow for required public notifications and preparation prior to the meeting.

Nordland made a motion to approve the 2018 Land Use Application Schedule. Willner seconded the motion. The motion was passed unanimously on a voice vote.

Old Business:

1. Discussion on Zoning Code Amendments

Sorensen notified the Commission that the Inspection Department has been working on correcting different sign issues that have arose throughout the City.

Commissioner Communications

Tim Samuelson was welcomed to the Planning Commission Board. He was appointed at the City Council meeting held on January 8, 2018.

Staff Communications

None

Adjournment

The meeting was adjourned at 6:28 p.m. The motion to adjourn was made by Nordland and seconded by Mummert. The motion to adjourn was approved unanimously on a voice vote.

Respectfully submitted,



Cierra Maras
Planning Commission Secretary



Rick Mummert
Chair, Planning Commission