

CITY OF ALBERT LEA
PLANNING COMMISSION
ADVISORY BOARD
MEETING MINUTES

7/01/14 5:30 pm
City Center - Council Chambers

Members Present

Rick Mummert
John Severtson
Pam Schmidt
Thayne Nordland
Doug Olson
Jon Murray

Members Absent

David Gross
Larry Baker, Ex-Officio

Staff in Attendance

Doug Johnson, Building Official
Breanne Rothstein, Planner
Chad Adams, City Manager
Sack Thongvanh, Assistant City Manager
Jennifer Nelson, Office Assistant

Interested Parties

John & Danielle Schipper, Schipp's Pro Power Wash Inc.
Ryan Nolander, Executive Director Albert Lea Economic Development Agency
Paul Anderson, 1707 Hale Dr.

Chairman, Jon Murray called the meeting to order at 5:30 p.m.

Approval of the Agenda

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

Approval of Minutes

A motion was made by Rick Mummert to approve the minutes from May 20, 2014 and Doug Olson seconded the motion. The minutes were approved unanimously on a voice vote.

Sack Thongvanh, Assistant City Manager presented the proposed changes to the animal regulations/Animal Ordinance. An Ordinance of the City of Albert Lea, Minnesota Amending Chapter 14, Article I and Article II becomes part of these minutes by reference.

John Severtson asked about properties that were recently or in the process of being annexed into the city. Sack advised these properties would be grandfathered in.

Rick Mummert asked if the proposed changes are stemmed from complaints. Doug Johnson advised these changes will assist with enforcement of complaints. Sack advised this will allow the city to take a proactive approach to animal complaints.

John Severtson asked if they had an idea how much a permit would cost. Sack thought possibly between \$50.00-\$60.00 would be proposed. Permitting will be through the Inspection Department. Doug Johnson advised the city no longer employees a city sanitarian and this will assist with the enforcement.

The number of chickens allowed is currently 50 and the proposed ordinance will allow 25.

John Severtson made a comment regarding requiring the permitting of 5 furry animals or more. Which include rabbits, guinea pigs and other small fur-bearing animals. This would mostly cover anyone selling or breeding these type of animals.

Sack advised if the Planning Commission to contact him if they have any questions or concerns regarding the proposed Animal Ordinance.

Public Hearings

Staff reports prepared by Breanne Rothstein, Planner WSB & Associates, Inc. becomes part of these minutes by reference.

The first public hearing is to consider a request for an Interim Use Permit at Schipp's Pro Power Wash Inc. located at 2340 Crossroads Blvd. to allow for a roadstone surfaced parking lot.

Public Hearing for IUP, Schipp's Pro Power Wash Opened at 5:45 p.m.

Breanne Rothstein presented the proposed Interim Use Permit for Schipp's Pro Power Wash Inc. Schipp's is a truck car washing facility. The applicant would like to expand their parking area to allow for the queuing of trucks to be serviced at the business. This property is zoned IDD.

The IUP ordinance was adopted in December 2013.

Doug Olson asked about having to pave the lot within 5 years when the term of the IUP expires. He asked if all properties that are not in compliance at this time be required to pave or would Schipp's have to renew their IUP. Breanne advised the city will have to take a look at the ordinance.

John Severtson also commented some of the city owned properties are also gravel at this time.

Doug Olson would like to set a timeline for the city to review the current City Ordinance regarding all parking lots are required to be paved.

Doug Johnson advised the IUP for Schipp's could be renewed if the city is unable to resolve this issue by the end of 5 years.

Rick Mummert also brought up Schipp's would also need to complete a Storm Water Protection Plan.

John Schipper advised he started this business in his garage. He is trying to brainstorm on how to resolve his parking and traffic issues. He has grown his business to 13 employees. He currently has space for 20 trucks and it has been dangerous for the trucks to be lined up on the road. He would like to add more spaces for staging. He is running out of room and one of his employees is constantly moving trailers. He plans on purchasing the parking lot from Crossroads if the IUP is approved. He is planning on creating a berm, retention pond and planting some trees to provide screening from the highway.

He is working on controlling the run-off. The ditch has been full of water and he has been having issues with storm drains. The Engineering Department is aware of this and is working on this issue.

It is frustrating when truck drivers get impatient and drive away, he feels like money is being lost. He is working at being faster and more efficient. He does has concerns he will not have the funds to pave with the IUP expires.

Ryan Nolander spoke on behalf of recommending the proposed IUP. He feels it will be well screened and this will allow John and Danielle Schipper to grow their business. The Planning Commission should use common sense when looking at these individual projects.

Doug Olson commented this is a risky investment for Schipp's business. Olson advised he would like to see a time table set up to get this resolved, the ordinance either needs to be changed or enforced.

Breanne Rothstein advised staff was comfortable with five years. The IUP has a set amount of time. This area is zoned IDD and a Conditional Use Permit would not have been allowed and would have been in conflict with the current ordinance. The IUP like a CUP is also \$1,200 fee \$500.00 application and a \$700.00 escrow fee.

Public Hearing for IUP, Schipp's Pro Power Wash Closed at 6:10 p.m.

A motion was made by Rick Mummert and seconded by Thayne Nordland to recommend that the City Council approve the Interim Use Permit for John and Danielle Schipper, subject to the conditions listed in the staff report, and direct staff to re-examine Section 74-1050 that requires paving in all zoning districts. Approved on a 6-0 roll call vote.

The second public hearing is to consider a conditional use permit request to construct a total of eight twin home units on the property located generally on the southwest corner of Keystone Drive and Crystal Drive.

Public Hearing for CUP, Summerdale Addition Opened at 6:11 p.m.

Breanne Rothstein presented the proposal of an application from Jared Dawson for a conditional use permit request to allow eight semi-detached twin homes in the R-1 single-family zoning district. The applicant is also seeking an administrative survey to re-plat the northernmost lots to re-adjust the property line and will be applying for a preliminary plat to re-plat the remaining six lots.

Breanne noted code calls twin homes semi-detached homes.

Paul Anderson, 1707 Hale Dr. asked if a storage shed would be allowed under this CUP. Doug Johnson advised no plans were submitted for a storage shed and a storage shed is not included on this CUP.

Anderson also advised his next door lot has been used as a storage area and has Jared Dawson has made little effort to clean this up. Doug Johnson is aware and has been working with him to clean up the street.

Public Hearing for CUP, Summerdale Addition Closed at 6:20 p.m.

A motion was made by John Severtson and seconded by Rick Mummert to recommend that the City Council adopt a resolution approving a conditional use permit to allow semi-detached twin homes in the R-1 district, subject to the conditions listed in the staff report. Approved on a 6-0 roll call vote.

The third public hearing is to consider the vacation of the following easements for drainage and utility purposes, generally described as 907 Sykes Street and 904 Plaza Street.

Breanne Rothstein presented the Easement Vacation request, administrative survey review, and establishment of two new easements along the western side of Ekko Avenue-between Plaza Street and Sykes Street.

Doug Johnson advised a Gopher One call was made and no utilities were located in this area.

Kevin Poppel is interested in developing the land with a dental office. He is planning on combining and removing a lot line on this property.

Doug Olson asked about the east properties. Doug Johnson advised they are not being currently used this should be fine as long as new easements are established for a new development.

Public Hearing for Easement Vacation, 907 Sykes and 904 Plaza St Opened at 6:25 p.m.

Public Hearing for Easement Vacation, 907 Sykes and 904 Plaza St Closed at 6:25 p.m.

A motion was made by Rick Mummert and seconded by John Severtson to recommend that the City Council approve the easement vacation for Kevin Poppel, subject to the condition that a new easement is granted and recorded, as described in the attached exhibit, contingent upon new easements being established along the newly established lot lines; and Motion to recommend that the City Council approve the creation of the easement as described in the attached exhibit, subject to submittal and execution of an easement document. Approved on a 6-0 roll call vote.

Old Business-None

New Business:-None

Commissioner Communications-None

Staff Communications:

Breanne Rothstein, Planner gave an update on the Housing Market Study the HRA has commissioned.

The population has been stable and there has been a slight increase in diversity and age.

Interviews have shown strong indication that rental properties are needed and vacancy rates are lower. The affordable housing stock is good although there is a need for market rate housing. There is a demand for a higher quality of rental housing and owner occupied homes.

Affordable housing for senior will be in demand. After the study is completed there may be a housing summit that will be organized.

Chad Adams, City Manager gave a report on project updates.

Chad Adams advised paving the city owned lots is part of a capital improvement plan and advised the city should be in compliance within the next couple of years during his project update report.

The developer for the Freeborn Bank Building has submitted the tax credit application.

Market rate rental units at the bank building was not economically sensible at this time. Although after 15 years they could be used as market rate rentals. The developer is very experienced in historic preservation and the idea of green energy which could include solar panels was brought up.

Adjournment

The meeting was adjourned at 6:47 p.m. on July 1, 2014 motion by John Severtson and seconded by Rick Mummert.

Respectfully submitted,

Doug Johnson, Building Official

Approved:

Thayne Nordland
Planning Commission Secretary