

**CITY OF ALBERT LEA
PLANNING COMMISSION
ADVISORY BOARD**

*5/6/2014, 5:30 p.m.
City Council Chambers*

AGENDA

- A. CALL TO ORDER AND ROLL CALL

- B. APPROVAL OF THE AGENDA

- C. APPROVAL OF MINUTES
 - a. PC Minutes from April 1, 2014

- D. PUBLIC HEARING
 - 1. Consider a request for a re-zoning from B-2 Business to R-3 Multiple Family Residential at the property located at 1430 US Highway 69, Albert Lea, MN (northwest corner of West Ninth Street and US Highway 69).

- E. OLD BUSINESS

- F. NEW BUSINESS

- G. COMMISSIONER COMMUNICATIONS

- H. STAFF COMMUNICATIONS

- I. ADJOURNMENT

CITY OF ALBERT LEA
PLANNING COMMISSION
ADVISORY BOARD
MEETING MINUTES

*4/1/14 5:30 pm
City Center - Council Chambers*

Members Present

Thayne Nordland
Doug Olson
Jon Murray
Rick Mummert

Members Absent

Pam Schmidt
David Gross
John Severtson
Larry Baker, Ex-Officio

Staff in Attendance

Doug Johnson, Building Official
Chad Adams, City Manager
Jennifer Nelson, Office Specialist

Interested Parties

Dan Otten, CLBB Senior Commercial Lender with Farmers State Bank of Hartland

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

Approval of the Agenda

Thayne Nordland made a motion to approve the agenda and Rick Mummert 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 March 4, 2014 and Doug Olson seconded the motion. The minutes were approved unanimously on a voice vote.

Public Hearing

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

Preliminary Plat- A request for a preliminary plat and final plat for Tiger Hills Third Addition, Albert Lea, Minnesota, Freeborn County to develop seven lots on the property generally located on the southwest corner of Hammer Road and Paradise Road.

Jon Murray, Chairman opened up the public hearing at 5:32 p.m.

Daniel Otten spoke, he advised the bank's intention would be to split the cost of the street with the lot owners. The cost would be split seven to eight ways. Otten asked if this would be included in the deed restriction. Doug Johnson advised this would be with the developers agreement. Doug Johnson advised if he has any questions to discuss them with Chad Adams, City Manager.

Otten also advised everyone who is interested in purchasing a lot knows it would be to extend their backyard only. The buyer would be aware no one would be allowed to build until the street is put in.

Whoever purchases a lot would have to agree with the deed restriction. The bank would want to collect the money first. The bank's goal is to recoup their losses from the previous Tiger Hills project.

Commissioner Jon Murray asked Otten if anyone was interested in the lots. Possible Greg Moen was looking at a lot for a spec home, he believes one is sold and the other two people interested are waiting to see what the agreement will be.

Public Hearing was closed at 5:39 p.m.

A motion was made by Thayne Nordland and seconded by Rick Mummert to recommend that the City Council approve the preliminary plat and final plat approving Tiger Hills Third Addition, subject to the conditions listed in the staff report. Approved on a 4-0 roll call vote.

Old Business-None

New Business:None

Commissioner Communications:-none

Staff Communications -

Chad Adams gave update of current projects.

Freeborn Bank Building- The developer would like an agreement by June 1st; this is when Federal & State Historic Tax Credits are due. There will be a public hearing to sell the land. The timeline would include occupied units by fall 2015. This project may come before the Planning Commission to ask if the plan meets the intent of the Comprehensive Plan. This may be a special meeting that would be held May 20th. Transparency is important and there will also be a public informational meeting maybe held at the bank building beforehand. Doug Olson asked if this would be considered affordable housing. Chad Adams advised yes it would be which makes tax credits available. Chad Adams also noted at the public informational meeting would include educating the public on housing terminology, explaining the differences and meanings of workforce, market rate, affordable and low income housing. Chad Adams reassured the developer has vast experience with this type of project.

Jon Murray asked how many housing units the bank building could accommodate. Chad Adams advised 24 units. This would require 1 parking stall per unit. 39-40 parking stalls would be the max available. The City is looking at upgrading the parking lot in 2015. If the sale goes through they will wait as the parking lot may get torn up a bit during construction and be used for staging.

There will be a public informational meeting regarding the city considering the sale of property located by the City Arena. The developer interested in the property would like to build market rate rentals on this parcel. They are looking at putting up 48 units total. 138 mailers went out for this meeting to homeowners in the surrounding area. The meeting will be held on Wednesday, April 9th from 5:30-6:30 p.m. out to the City Arena in Conference Room One. All Planning Commissioners are invited.

Another developer would like to build approximately 56 units of market rate rentals at the corner of Hwy 69 and West 9th St.

A third developer has come in and would like to build market rate rentals. Location and developer have not been disclosed at this time.

St. Johns may be coming back in May also, they have been in discussions with staff regarding watershed access and the water and sewer funding gap.

Chad Adams advised the Planning Commission the next two months will be very busy and there will more than likely be some special meetings and to keep dates open.

City staff has been receiving input regarding the redevelopment map and there will be more discussions in the future.

The Blandin group has partnered with the city and a couple of other groups regarding a Community Center at the Blazing Star Landing. The YMCA and Senior Resources are a few of the groups meeting.

VA Clinic opens Wednesday April 2nd. This is a soft opening. The Grand Opening will be held April 25th.

The plan regarding the water tower at the corner of Fountain and Newton is to take the water tower down. The cost to paint the water tower is over \$900,000. The cost to build a new water tower is over \$1,200,000. The plan would be to take it down and build a new one somewhere on the north side of town.

The Planning 101- Planning Commissioner Training, Saturday, April 12th at 11: a.m.-2:00 p.m. being held at the Chatfield Center for the Arts has been cancelled due to low registration. Doug Johnson advised this was being offered by the WSB and we may have a training here in Albert Lea in the near future.

Next meeting the planning commission will look at changing the November meeting from November 11, 2014 to November 18, 2014 due to November 11th being a Holiday (Veterans Day).

Adjournment -The meeting was adjourned at 6:25 p.m. on 4/1/14 motion by Rick Mummert and seconded by Thayne Nordland.

Respectfully submitted,



Doug Johnson, Building Official

Approved:



Thayne Nordland
Planning Commission Secretary

Memorandum

To: *Planning Commission, City of Albert Lea
Doug Johnson, Building Official*

From: *Breanne Rothstein, Planner
WSB & Associates, Inc.*

Date: *May 6, 2014*

Re: *Public Hearing to consider a request for a re-zoning from B-2 Business to R-3 Multiple Family Residential at the property located at 1430 US Highway 69, Albert Lea, MN (northwest corner of West Ninth Street and US Highway 69).*

Background/Request:

NorthCo Development has submitted a request for the re-zoning of the property located at 1430 US Highway 69 from B-2 Business to R-3 Multiple Family Residential. The applicant would like to develop this property into a medium/high density townhome development, as outlined on the enclosed site plan. While this request does not grant any approval for the enclosed plan, it is uncertain what level of future review will be required of the planning commission regarding the proposed development.

In examining the validity of the request to re-zone this property, the following factors should be considered:

The land uses and zoning on surrounding properties. Below is a map of the surrounding zoning on nearby properties. Overall, there is a mix of residential land uses in the area, including low, medium, and high density residential, and the Wedgewood Cove planned development. In the surrounding area, there are not many business land uses or areas zoned for business.



The existing use. The property is currently being used for an existing business, which would become non-conforming, should this property being re-zoned. This means that the business could not expand in the future, should the re-zoning get approved. This is an important factor to considering when approving a re-zoning for this property.

The future use. The subject property is located on the northwest intersection of a State Highway and a County Road. Generally speaking, a location such as this is not ideal for the development of single family homes, due to noise, traffic, and the undesirability of having single-family homes being double-fronted (or having backyards that abut arterial roadways). The property would be allowed to be re-developed for high-density residential housing, should the property be re-zoned. Currently, the city does not require any review of a development, unless a plat is completed (public roads are proposed or lots are created). Therefore, this property could theoretically be developed without any additional city approval, if it meets the zoning code. The applicant has submitted an idea of what they intend to do with the property, but an analysis of whether this meets code or would require any variance has not been conducted. Should this property be developed, access permits would be required from the County and State prior to issuance of a building permit. It is also recommended that the applicant meet with staff to review their plans prior to submission of a building permit.

The appropriateness of the request. The Planning Commission should also consider whether or not the public would benefit from changing the zoning from business to high density residential. The city has wide discretion in examining a zoning amendment, and the appropriateness of the request should be evaluated as part of the recommendation to City Council.

Given the surrounding land uses, staff believes that a high-density residential land use is appropriate in this area, due to its proximity to the golf course, and to serve as a buffer between the county roads and adjacent, lower density uses. Therefore, staff recommends adopting the following findings, to be incorporated into a resolution to be approved by city council:

- 1) The request is reasonable, given the existence of single-family, medium and high density residential land uses in the surrounding area;
- 2) The proposed use of high density residential is appropriate as a transition between a high-traffic intersection and adjacent single-family residential uses;
- 3) The proposed use is consistent with the Comprehensive Plan as an area identified for new, residential growth.

Recommended Motion:

Motion to recommend that the City Council approve the re-zoning request to rezone the property located at 1430 US Highway 69 from R-1 Single-Family Residential to R-3 Multiple-Family Residential, and adopt a resolution declaring terms of the same.



City of Albert Lea Request for Development Services

Type of Service	Fee
1. Request to change zoning classification of land or zoning text	\$500.00 + \$700.00 escrow
2. Request for a Conditional Use Permit	\$500.00 + \$700.00 escrow
3. Request for a Planned Development District	\$500.00 + \$700.00 escrow
4. Preliminary Plat	\$500.00 + \$100/lot
5. Final Plat	\$500.00 + \$700.00 escrow
6. Administrative Survey	\$200.00
7. Planning and Zoning Certification	\$100.00
8. Variance from Zoning Ordinance	\$500.00
9. Street, alley, public way, or utility easement vacation	\$500.00 + \$700.00 escrow
10. Orderly Annexation	\$500.00 + \$700.00 escrow
11. Interstate Development District Review	No fee
12. Administrative Site Plan Review	No Fee

Total

Address and general location: 15006 700th Ave Albert Lea, MN 56007

Legal Description: (Attach) _____ Parcel# R34-074-0220

Applicant Name: NorthCo Development Phone: (W) 612-968-3805 (H) _____

Email Address: lrgensmer@integracnline.com, bwgensmer2@gmail.com

Address: P.O. Box 190 Prior Lake, MN 55372

Owner's Signature  Date: 2/4/14

Please Return to:

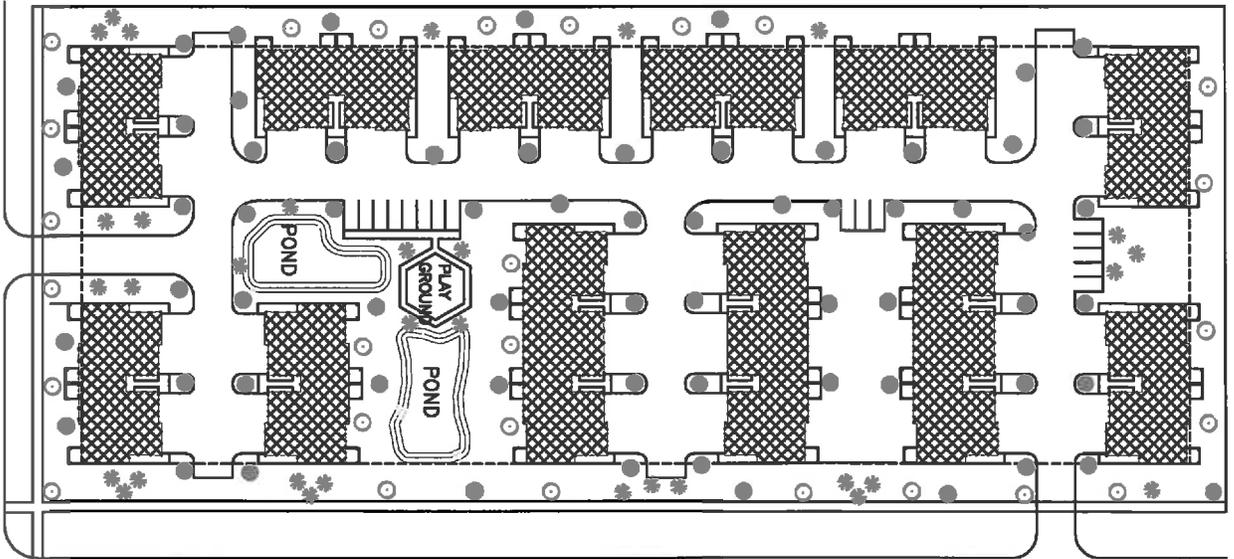
City of Albert Lea-Inspections/Community Dev.
Doug Johnson, Building official/Community Dev.
221 East Clark St
Albert Lea, MN 56007
Phone: 507-377-4340
djohnson@city.albertlea.org

For Office Use Only

Check

Cash

Credit Card



W 9TH STREET

U S HIGHWAY 69

9 4 plexes
3 6 plexes
54 total units

Doug Johnson
Building Official
City of Albert Lea
15006 700th Ave
Albert Lea, MN 56007

Doug,

We are submitting an application for the Zoning Change and development of the property located at 1430 US Hwy 69 Parcel ID# 34074220.

We are requesting a Zoning change to R-3 to accommodate the proposed site plan that is included in the application.

Upon Approval of the Zoning we will prepare and submit the plans and specs for review and speak about the economics of the project.

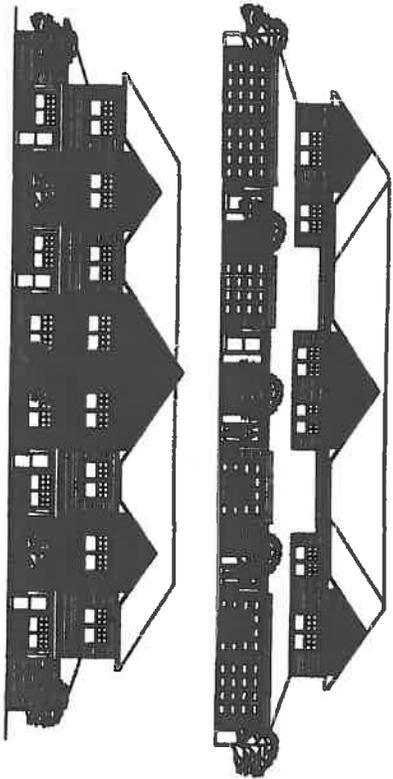
We will work with the city to prepare a final plan that will conform to all development requirements at the city of Albert Lea. We will be addressing all drainage and access requirements at that time.

Are goal is to start construction summer of 2014.

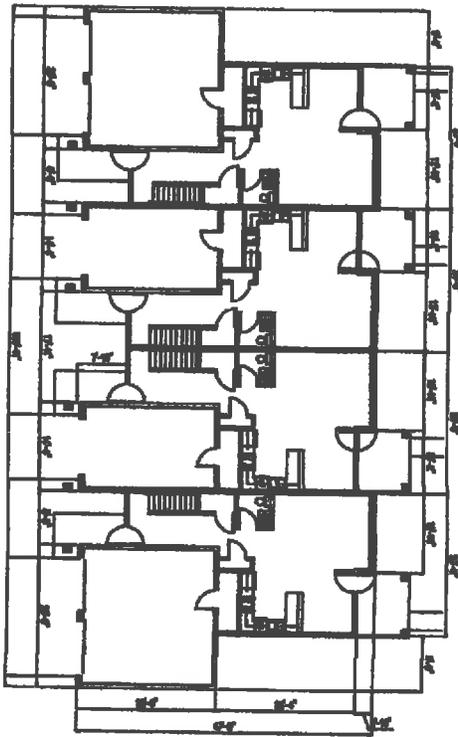
We are looking forward to manifest a well managed and esthetically pleasing development for the community.

Sincerely,

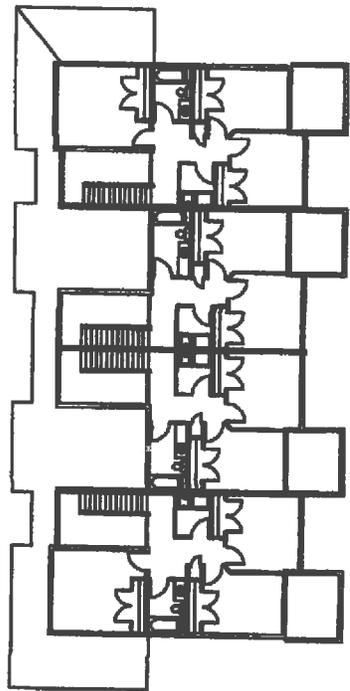
Larry Gensmer
Northco Development LLC/Freeborn Properties LLC



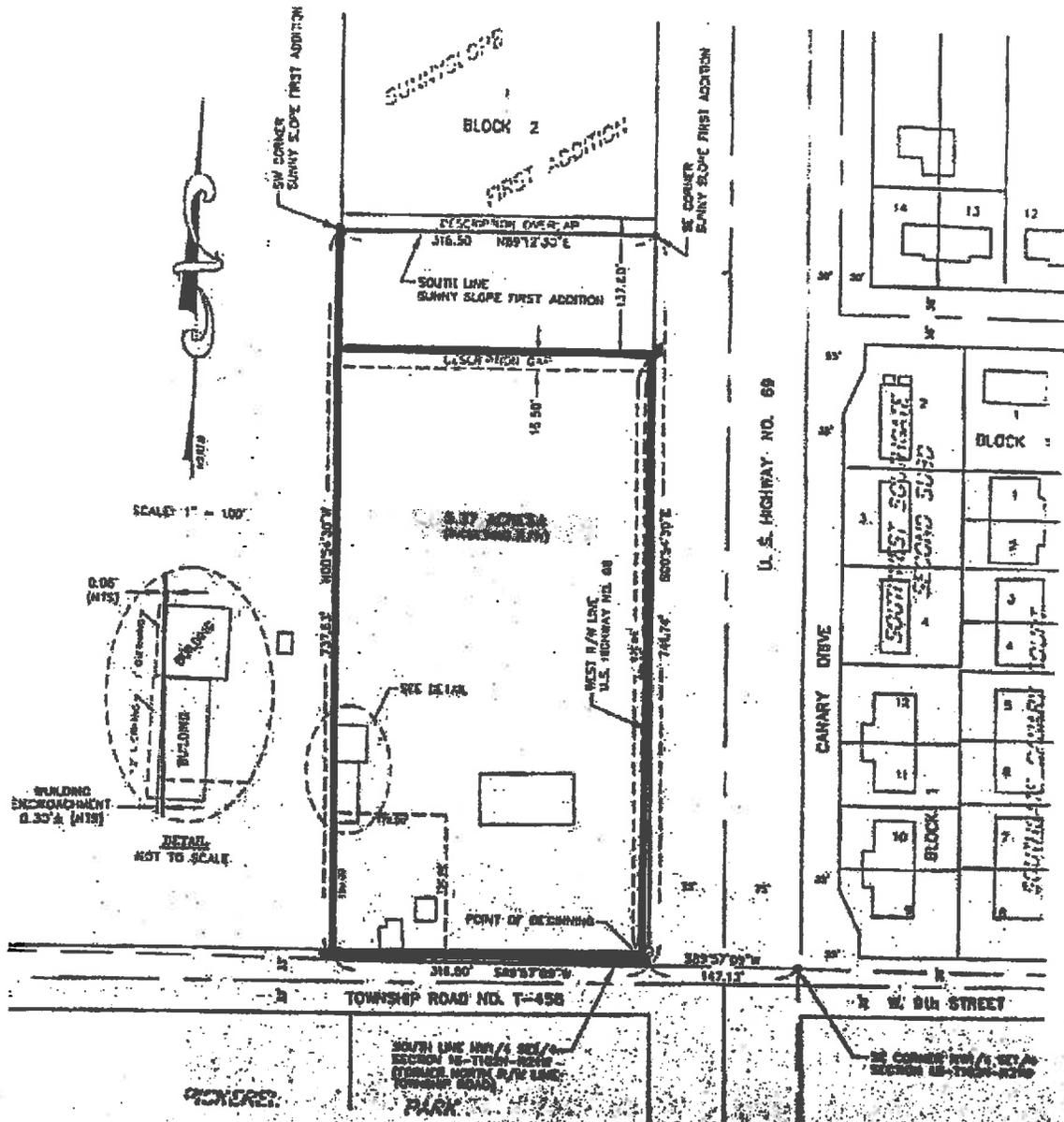
FIRST FLOOR PLAN



SECOND FLOOR PLAN

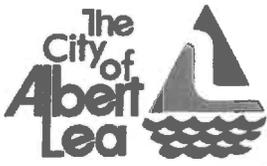


CERTIFICATE OF SURVEY
 IN NW1/4 SE1/4 SECTION 18-T10. -R21W
 FREEBORN COUNTY, MINNESOTA



<p>LOCATION MAP</p>	<p>MONUMENTS</p> <p>○ = 1/2" x 1/2" iron pipe □ = 1/2" x 1/2" iron pipe * = 1/2" x 1/2" iron pipe</p>	<p>I hereby certify that the above plat, 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.</p>
<p>DATE: _____</p>	<p>INDEX FOR ONLY STATE/COUNTY RECORDS</p> <p>FILE NO. _____</p> <p>BOOK NO. _____</p> <p>PAGE NO. _____</p>	<p>JONES, HAUGH & SMITH INC. Civil Engineers & Land Surveyors Albert Lea, Minnesota</p>

(Supplement to Entry No. 143 hereof.)



February 13, 2014

Northco Development/Freeborn Properties LLC
15006 700th Ave
Albert Lea, MN 56007
Attn: Larry R. Gensmer

Dear Mr. Gensmer,

Thank you for your application for rezoning of the area located at 1430 US Highway 69 Parcel ID# 340740220 dated February 4th, 2014. Before the City can continue to process your application, there is some additional information that must be submitted before we can deem your application complete.

Regarding the application for rezoning, the following items appear to be missing from your application:

1. Application fee of \$500.00 and a \$700.00 escrow.
2. What zoning district do you request to be rezoned to?
3. At minimum of a conceptual plan of what the future plans of the property are going to be.
4. An informal statement as to the general plan of improvements, drainage and access to the property.
5. Signature of the property owner, or an acknowledgement letter that he/she is aware of the application. Initial application has signature but not clear if it is owners.
6. Initial application has area to be rezoned as 15006 700th Ave from prior conversations the area discussed was 1430 US Hwy 69 Parcel ID# 340740220 that change will be needed on the application.

If you would like to propose your request to the Planning Commission meeting on April 1st 2014, please submit all above requested materials by March 17th, 2014. The City is required to give due notice of public hearing, and needs a complete application submittal prior to March 17th, 2014 to meet state statutes for notification. If needed we can call a special meeting of the Planning Commission but please note we still need a minimum of 10 days to meet state statutes for notification.

Upon submission of the items listed in this letter, the city's review process and the 60 day review process will begin.

If you have any questions, please feel free to call me at (507) 377-4340.

Sincerely,

Doug Johnson
City of Albert Lea
Building Official
Planning/Zoning