

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

*8/5/2014, 5:30 p.m.
City Council Chambers*

AGENDA

- A. CALL TO ORDER AND ROLL CALL
- B. APPROVAL OF THE AGENDA
- C. APPROVAL OF MINUTES
 - 1. PC Minutes from July 1,2014
- D. PUBLIC HEARINGS
 - 1. Consider a request from Jared Dawson for preliminary and final plat for Summerdale Townhomes First Subdivision on the property located on the southwest corner of Keystone and Crystal Drives
 - 2. Consider a request for a zoning amendment from TSB Janesville, LLC to re-zone the property located generally at the southeast corner of 11th Street and Viking Drive from R-1 Density Residential to PD-Planned Development District
 - 3. Consider a request for a conditional use permit from TSB Janesville, LLC to develop rental townhomes in a PD-Planned Development District on the property located generally at the southeast corner of 11th Street and Viking Drive
 - 4. Consider a request for a preliminary and final plat for TSB Subdivision from TSB Janesville, LLC to subdivide the existing 11 acre lot into four developable lots and three outlots to accommodate a townhome development on the property located generally at the southeast corner of 11th Street and Viking Drive
 - 5. Comprehensive Plan Amendment to Incorporate the Redevelopment Plan into the Comprehensive Plan as an addendum

E. NEW BUSINESS

F. OLD BUSINESS

G. COMMISSIONER COMMUNICATIONS

H. STAFF COMMUNICATIONS

I. ADJOURNMENT

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



Memorandum

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

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

Date: *August 5, 2014*

Re: *PUBLIC HEARING: Consider a request from Jared Dawson for preliminary final plat for Summerdale Townhomes Fifth Addition on the property located on the southwest corner of Keystone and Crystal Drives*

Background

The proposal before the Planning Commission for consideration tonight is an application from Jared Dawson for a preliminary plat and final plat request for Summerdale Townhomes Fifth Addition to re-plate six existing single family home lots into six semi-detached twinhome lots on the property generally described as the southwest corner of Keystone Drive and Crystal Drive. A conditional use permit for this property was processed last month to allow semi-detached twinhomes as a product in the R-1 District.

Summer Dale Addition was originally platted in July 1959 and has been reconfigured as Jared Dawson has developed twin homes. The reconfiguration has not increased the number of lots or the density of residential development.

Analysis

There are currently six single family lots on the southwest corner of Keystone Drive and Crystal Drive. The proposed lots are within the R-1 Zoning District. The regulations for this district are found in Division 2 of Chapter 74 of the City Code (Zoning Ordinance). The lot sizes, widths, and depths (approximate) for each property are as follows:

Lot 3 - 8,400 square feet; width – 75 feet; depth – 112 feet
Lot 4 - 7,659 square feet; width – 69 feet; depth – 111 feet
Lot 5 - 7,370 square feet; width – 67 feet; depth – 110 feet
Lot 6 - 7,260 square feet; width – 66 feet; depth – 110 feet
Lot 7 - 6,820 square feet; width - 62 feet ; depth – 110 feet
Lot 8 -10,146 square feet; width - 89 feet; depth – 114 feet

The minimum lot size is 7,200 square feet in the R-1 zoning district, with a minimum of 5,000 square feet per dwelling unit. The minimum lot width is 60 feet and depth is 120 feet.

The proposed preliminary plat is inclusive of two lots that were re-adjusted through an administrative survey last month, therefore should be remove from this preliminary plat request, and Lots/Blocks adjusted accordingly.

The minimum setbacks set forth in code are as follows: 25 foot front yard; 25 foot rear yard; 12.5 foot side corner; variable for side yard (maximum of 8 feet). The proposed building pads meet the applicable setbacks as shown on the site plan, but will be verified prior to issuance of a building permit.

The proposed development meets city code requirements for landscaping, utility installation, access, driveways, and all other applicable code standards.

The proposed lots fall within the new airport safety zone A and were previously in safety zone B. Since the lots were originally platted prior to January 1, 1978 they are exempt from some of the provisions of the airport zoning, according to the following language in city code:

Land uses in safety zone A or B in an area designated as being in an established residential neighborhood in a built-up urban area as of July 2, 1979, may be continued as a conforming use under this division, and any isolated vacant lot within an established neighborhood in a built-up urban area may be built upon unless the continuation of such land use or construction would violate subsection (c) of this section, in which case the land use or property shall be acquired.

The Summerdale Townhomes Fifth Addition is a replat or reconfiguration of an existing subdivision, therefore the above provision applies to this proposed development. All streets and utilities are in place and no dedication is required for rights-of-way.

The current policy is to pay the sanitary sewer and water development fee at the time the building permit is issued. This fee is \$1,800 per dwelling unit or \$3,600 at the time of building permit for each twinhome structure.

A fee is also required in lieu of parkland dedication and that is paid prior to the City Clerk signing the plat. This fee is equivalent to \$1,147 for the six lots to be re-platted.

Recommendation and Requested Motion:

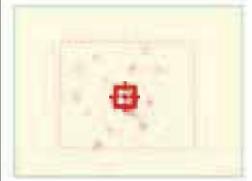
Staff recommends a motion to recommend approval of the preliminary plat and final plat application, subject to the following conditions:

1. The developer amend the preliminary and final plat sheet to reflect the platting of only the 6 southern lots;
2. The developer submit a final plat sheet for review and acceptance;
3. The developer shall make a payment in lieu of parkland dedication to the city in the amount of \$1,147 prior to the City Clerk signing the plat.
4. Payment for sanitary sewer and water development fees in the amount of \$1,800 per dwelling unit or \$3,600 per building shall be paid to the City at the time of building permit issuance;
5. The resolution approving the Summerdale Townhomes Fifth Addition shall be recorded with the Plat.

If you have any questions, please contact me at 763-231-4863.



Overview



Legend

- Parcels
- County Limits
- Building Footprints
- Lot Lines-Albert Lea
- Townships
- Railroad
- Roads and Highways
 - <all other values>
 - County Hwy
 - Interstate Hwy
 - State Hwy
 - US Hwy
- Cities
- Street Names
- Highway Labels
- Address Numbers
- Streams
- Lakes

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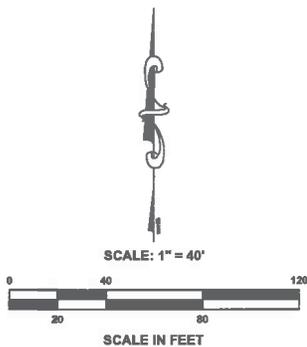
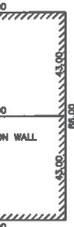
PRELIMINARY PLAT

TOWNHOMES FIFTH ADDITION
 BLOCK 6, SUMMER DALE SECOND ADDITION
 FREEBORN COUNTY, MINNESOTA

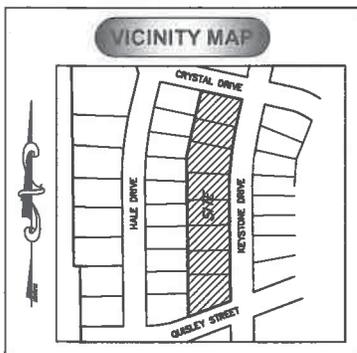
LEGAL DESCRIPTION

LOTS 2, 3, 4, 5, 6, 7, 8 & 9, BLOCK 6, SUMMER DALE SECOND ADDITION, AS THE SAME ARE PLATTED AND RECORDED IN THE OFFICE OF THE COUNTY RECORDER OF FREEBORN COUNTY, MINNESOTA.

WALLS (TYP.)



PLAT AREA
 1.42 ACRES± (61,690 Sq.Ft.)



LEGEND

- = 5/8" X 16" iron stake monument (capped LS22705)-Placed
- = Iron stake monument - Found
- ⓪ = Utility Easement
- M = Measured Distance
- P = Plat Distance
- W = Water Main
- S = Sanitary Sewer
- ST = Storm Sewer
- ⊕ = Fire hydrant
- ⊕ = Water Main Valve
- ⊕ = Catch Basin
- (W) (ST) (⊕) = Manholes

Zoned: R-1, SINGLE-FAMILY RESIDENCE DISTRICT

Setbacks for Buildings:

- Front Yard = 25
- Side Yard = 8
- Back Yard = 25
- Lot Coverage = 40%
- Maximum Building Height = 30 (2-1/2 STORIES)

BASIS OF BEARING SYSTEM

All bearings are based upon the MnDot Freeborn County Coordinate system Nad 83 (96) Harn Adjustment Grid

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I hereby certify that this survey, plan, 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.

Steven J. Thompson
 Date:

L.S. No. 22705

PRELIMINARY PLAT SUMMERDALE TOWNHOMES FIFTH ADDITION IN LOTS 2, 3, 4, 5, 6, 7, 8 & 9, BLOCK 6, SUMMER DALE SECOND ADDITION CITY OF ALBERT LEA, FREEBORN COUNTY, MINNESOTA FOR: JARED DAWSON		
14-032PP		
Drawn: ADM		Scale: 1"=40'
Checked: SJT		Datum: -
Date: 4/24/14		Survey: -
Revised: -		Book: -
		Page: -



Memorandum

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

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

Date: August 5, 2014

Re: PUBLIC HEARING: Consider a request for a zoning amendment from TSB Janesville, LLC to re-zone the property located generally at the southeast corner of 11th Street and Viking Drive from R-1 Density Residential to PD-Planned Development District;

PUBLIC HEARING: Consider a request for a conditional use permit from TSB Janesville, LLC to develop rental townhomes in a PD-Planned Development District on the property located generally at the southeast corner of 11th Street and Viking Drive;

PUBLIC HEARING: Consider a request for a Preliminary Plat for TSB Subdivision from TSB Janesville, LLC to subdivide the existing 11 acre lot into four developable lots and three outlots to accommodate a townhome development on the property located generally at the southeast corner of 11th Street and Viking Drive;

Consider a request for final plat from TSB Subdivision from TSB Janesville, LLC, to be platted in accordance with their preliminary plat request.

Background

The proposal before the Planning Commission for consideration tonight is an application from TSB Janesville, LLC for a zoning amendment conditional use permit, a preliminary plat, and a final plat to subdivide and allow a 24 unit, rental townhome development on the property generally located on the southeast corner of Viking Drive and 11th Street.

Analysis

Zoning Amendment

The applicant has requested a change in the zoning for the subject property (legally described as Outlot A, Port Authority Plat No. 3) from R-1 Single-Residence District to PD-Planned Development District. The reason for the request is to allow the development of the property in a more flexible fashion than what would otherwise be allowed by the R-1 standards to develop the property in a way the better suits development. According to city code Section 74-791, a zoning amendment to PD Planned Development District, will be considered to achieve one or more of the following goals:

1. Further the public health, safety, morals and general welfare in an era of increasing urbanization;
2. Encourage innovations in residential, commercial and industrial development and renewal;
3. Stimulate opportunities for better housing and recreation;
4. Provide for shops and industrial plants conveniently located near each other;
5. Accommodate changes in the technology of land development;
6. Encourage a more creative approach in the utilization of land which may be characterized by special features of the geography, topography, size or shape of a particular property; and
7. Provide a compatible and stable environment in harmony with that of the surrounding area.

Staff believes that goals 3, 6, and 7 are being met by this application, therefore recommends approval of the zoning amendment to PD-Planning Development District.

Conditional Use Permit

In accordance with Section 74-793 of city code, all uses in the PD District are considered conditional uses (there are no permitted uses in this zoning district). When examining a conditional use permit request, the planning commission shall make its findings based on the following points:

- *Current and anticipated traffic congestion.* The request to add 24 townhome units will increase traffic on 11th Street, however the public road will adequately serve the development from a traffic standpoint, and no congestion is expected.
- *Population and Density.* The request to add 24 townhomes on a total developed area of 4.12 acres in the first phase is a reasonable density for the zoning district, given the existence of a variation of existing residential housing densities in the area. Furthermore, this area is adequately served by infrastructure that will easily accommodate the additional housing units
- *Noise.* No additional noise will be generated by the proposed use than what can reasonably be expected from a residential use.
- *Effect on adjoining land values.* It is anticipated that the development of this parcel will not have a significant negative or positive impact on adjoining properties,
- *Public health, safety and welfare.* This development will not have a significant impact on public health, safety, or the welfare of the community.
- *Aesthetics.* As proposed, the buildings have a basic design with little architectural details, therefore additional architectural detailing, such as the addition of porticos on the front doors, the use of color variation in the siding, the addition of accent features, or the addition of varying types of materials should be added to the proposed building elevations.

Furthermore, the following standards related to townhome development in the PD-District shall be met in order to be in compliance with city code:

- Not more than eight dwelling units shall be attached.
- The property shall be in single ownership or control at the time the application for planned development district zoning is submitted.
- Common areas shall be protected by covenants running with the land. The covenants shall require that a homeowners' association be held responsible for the

maintenance of the common open space, accessory buildings, the exterior of the dwelling units, and any other legal obligations.

- The subdivision of the parcel or lot to provide for the proposed development shall be accomplished in accordance with the subdivision regulations in chapter 54. Building permits may be granted after approval of the preliminary plat by the council. No sale of individual lots may occur until the final plat is approved by the council and registered with the county recorder.

Based on the above findings, staff recommends approval of the conditional use permit to allow development in the PD District.

Preliminary and Final Plat

Lot Size and Depth

TSB Janesville, LLC would be requesting to develop seven lots, as follows:

Lot 1 Block 1=13,091 Sq. Ft.

Lot 2, Block 1=12,070 Sq. Ft.

Lot 3, Block 1=12,591 Sq. Ft.

Lot 4, Block 1= 12,791 Sq. Ft.

Lot 5, Block 1= 95, 300 Sq. Ft.

Outlot A= 33,944 Sq. Ft.

Outlot B= 7.7 acres

These lots meet all size and depth requirements in city code. Lots 1 through 4 would be developed with a total of 24 rental townhome units, 6 units in each building, Lot 5 would be held by the developer/property management company as commonly used space, Outlot A would serve the stormwater management needs of the entire development, and Outlot B would be reserved as a future development area (would need future approvals in the future).

Streets, Access, and Parking

This development is proposing a 12 foot private street (with 26 feet between lots for private right of way purposes) through the first phase, and seeks to gain access from 11th Street, approximately 175 feet from the intersection of Viking Drive. There is a future planned, emergency access to be constructed in a later phase. A temporary cul-de-sac to serve for turnaround purposes is being proposed at the terminus of the private drive. Each unit will have two off-street parking spaces, plus an additional 24 off-street parking spaces for guest parking are provided, each meets city code requirements for parking.

Utilities

The proposed development would be constructed with private utilities, including sewer, water, and stormwater facilities. These facilities, as proposed, do not meet city specifications in all instances, and therefore the city is requesting that the development agreement clearly state that the city has no responsibility or liability for any future problems. All utilities are shown in public utility easements, but will remain private and the responsibility of the developer and future property management company. The City Engineer has submitted detailed comments in a memo attached hereto, and is incorporated into the recommendation for approval. There is a city sewer and water trunk fee of \$1,800 per unit that will be charged at the time of building permit issuance, such details of which will be finalized at the time of the development agreement approval.

Park Dedication

The proposed development will be required to pay park dedication, and no proposal for park dedication has been submitted. The cash-in-lieu contribution would be \$11,700.

Additional Considerations

The following additional considerations are outlined in code when reviewing a proposed plat in the PD-Planning Development District area:

- *Ownership.* The tract shall be a development of land under unified control at the time of application. This code provision is met by the proposed development
- *Minimum size.* No planned development may include less than three acres of contiguous land. This code provision is met by the proposed development.
- *Maximum development intensity.* No more than 50 percent of the net land area of the subject tract may be developed (covered) with principal and accessory buildings. Of the 4.12 acres to be developed, approximately 1.16 acres consists of building, or 28 percent.
- *Comprehensive plan.* The development should be planned so that it is consistent with the comprehensive plan for the community. The proposed development is consistent with the growth area designation of the comprehensive plan.
- *Harmony.* The planned development should be planned and developed to harmonize with any existing or imminent development in the area surrounding the project site. Given that the proposed development includes a phasing plan for possible future development, the proposal is in harmony with future development.
- *Open space.* A minimum of 20 percent of the total land area shall be developed for open air and useable landscaped open spaces which shall be made an integral part of the plan. The proposal meets this requirement.
- *Density.* For a planned development district, within which residential uses are proposed, a maximum increase in density of 50 percent of the permitted density of the residential zoning district existing on the site may be allowed, based on planning commission and staff evaluation of design excellence, landscaping and distinctiveness in setting. The actual amount of density increase permitted shall be a matter of negotiation between the city and the landowner following review of the preliminary plan in which an initial density is proposed. This development is proposing an increase in density equal to what would otherwise be permitted in the R-1 district.

Staff Recommendation/Requested Motion:

Staff recommends approval of the below motions, subject to the following conditions:

- 1) Development of the site in accordance with the approved plans, as outlined on the plan set dated June 2014;
- 2) Amendment of the building elevations to indicate additional architectural features, to be discussed and agreed upon between the city and developer;
- 3) Addressing the comments outlined in the engineering memo dated July 14, 2014;
- 4) Approval by the City Engineer of drainage calculations and grading plans;
- 5) Approval by the City Engineer of the design of the sanitary sewer and water designs;
- 6) Approval by the Public Safety Department of all accesses, drive aisles, and turnaround areas;
- 7) Entering into a development agreement with the City of Albert Lea, including the payment of all required sewer and water trunk charges, park dedication, and sureties.

Motion to recommend approval of a request for a zoning amendment from TSB Janesville, LLC to re-zone the property located generally at the southeast corner of 11th Street and Viking Drive from R-1 Density Residential to PD-Planned Development District;

Motion to adopt findings of fact as listed in the staff report and recommend approval of a request for a conditional use permit from TSB Janesville, LLC to develop rental townhomes in a PD-Planned Development District on the property located generally at the southeast corner of 11th Street and Viking Drive;

Motion to recommend approval of a request for a preliminary plat for TSB Subdivision from TSB Janesville, LLC to subdivide the existing 11 acre lot into four developable lots and three outlots to accommodate a townhome development on the property located generally at the southeast corner of 11th Street and Viking Drive;

Consider a request for final plat from TSB Subdivision from TSB Janesville, LLC, to be platted in accordance with their preliminary plat request.

Memo

To: Doug Johnson, Breanne Rothstein, Sack Thongvanh
From: Steven Jahnke 
cc: Chad Adams
Date: July 14, 2014
Re: TSB Subdivision Review

Engineering has reviewed the plans provided by TSB Subdivision and has following draft comments. I wanted to have them ready prior to the meeting on Wednesday. There may be additional comments after we look at this as a group.

Sanitary Review

- The sanitary sewer and manholes have no elevations or grades shown.
- What material is proposed for the sanitary sewer pipe.
- Verify that this will all remain private.

Watermain Review

- Verify watermain type.
- What flows are needed? Does it need to be sprinkled? Does the system need to be modeled or flow tested?
- It looks like there will be one 2-inch meter per building with no individual meters for apartments. Verify this is correct.
- Watermain currently shows a dead end. This needs to be looped over to Viking drive to ensure reliability of the water system.
- There are two hydrants spaced approximately 450 feet apart. Fire should review to make sure their location and spacing is adequate to protect the buildings.

Stormwater Review

- More than one acre will be disturbed. A MPCA Stormwater permit will be required.

- Proper erosion control measures must be taken to protect against erosion.
- Stormwater flows and pond sizing calculations must be provided that show the MPCA, Shell Rock River Watershed District and City of Albert Lea stormwater regulations are met. The calculations must be signed by a licensed professional engineer.
- What materials are being used for the stormwater piping?
- Elevations of the storm system must be shown.
- The stormwater pond system will remain private.
- Provide the control structure details and more detail on how this ties into the existing stormwater system.
- An easement must be provided which allows the City to get to the pond and allows for maintenance of the pond if not being performed by the owner.

Street Review

- Stop sign must be provided at the entrance
- Lighting of the intersections must be provided.
- Gravel access to Viking may be required if needed for emergency response, fire, or police.
- Intersections should be squared up to intersect at 90 degree angles.
- All snow plowing and street maintenance must be provided privately.
- Street names must be provided by the owner. The streets will be avenues. There will be two of them.

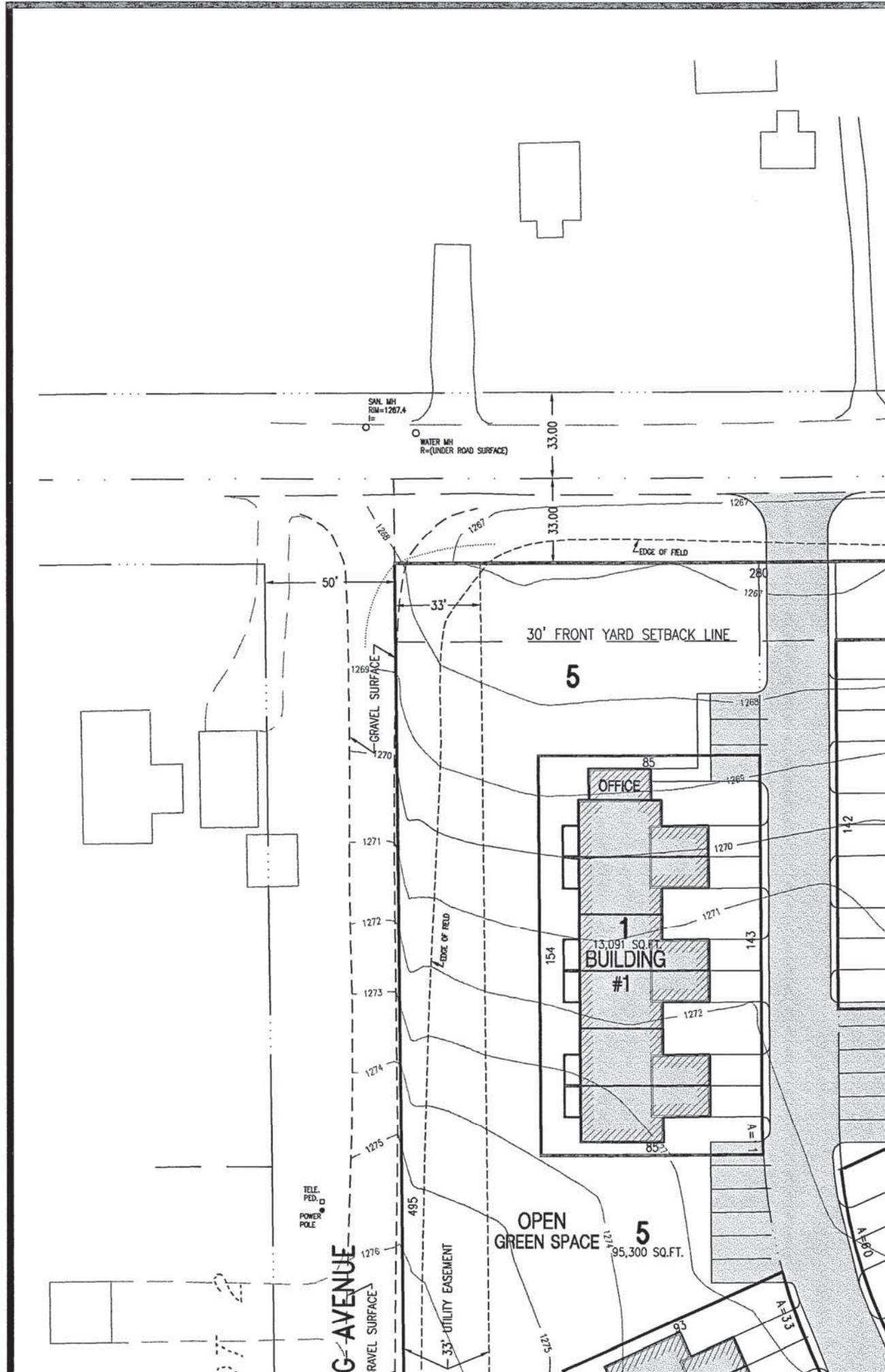
Plat

- The plat and development agreement must clearly state the subdivision is not being built to City standards and utilities and roadways are private and will be maintained forever as such.
- There are no easements in or next to the roadway. Approving this may make it very difficult for gas, electric, cable, and fiber companies to get utilities to the buildings. It was discussed that all open spaces may be dedicated for utilities. This needs to be clarified.
- The grading plan appears to have water running from the Rainbow Terrace homes onto the property. This may impact phase III. This needs to be evaluated to ensure this has been addressed.

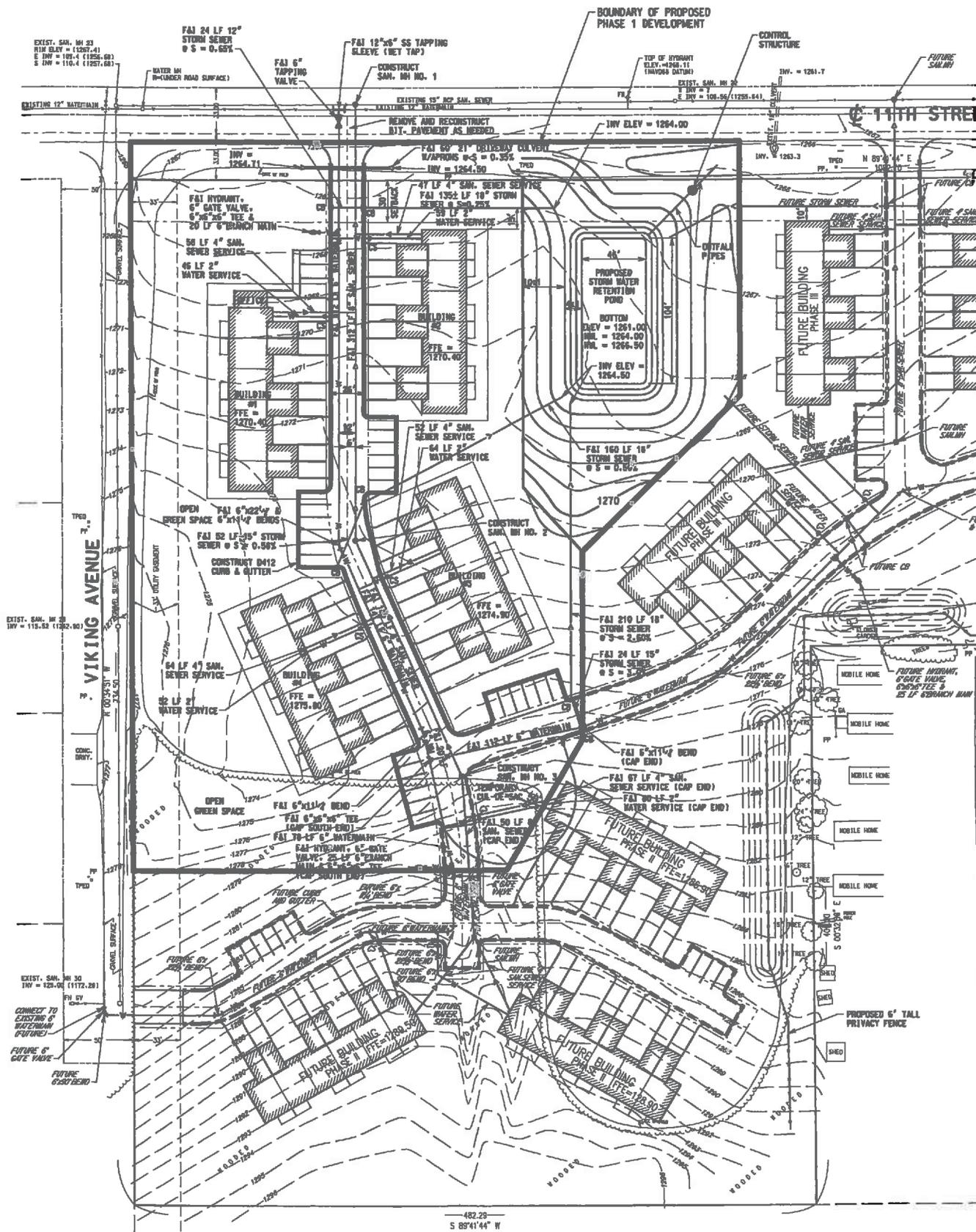
EXHIBIT A

Outlot A, Albert Lea Port Authority Plat No. 3, in the City of Albert Lea, Freeborn County, Minnesota



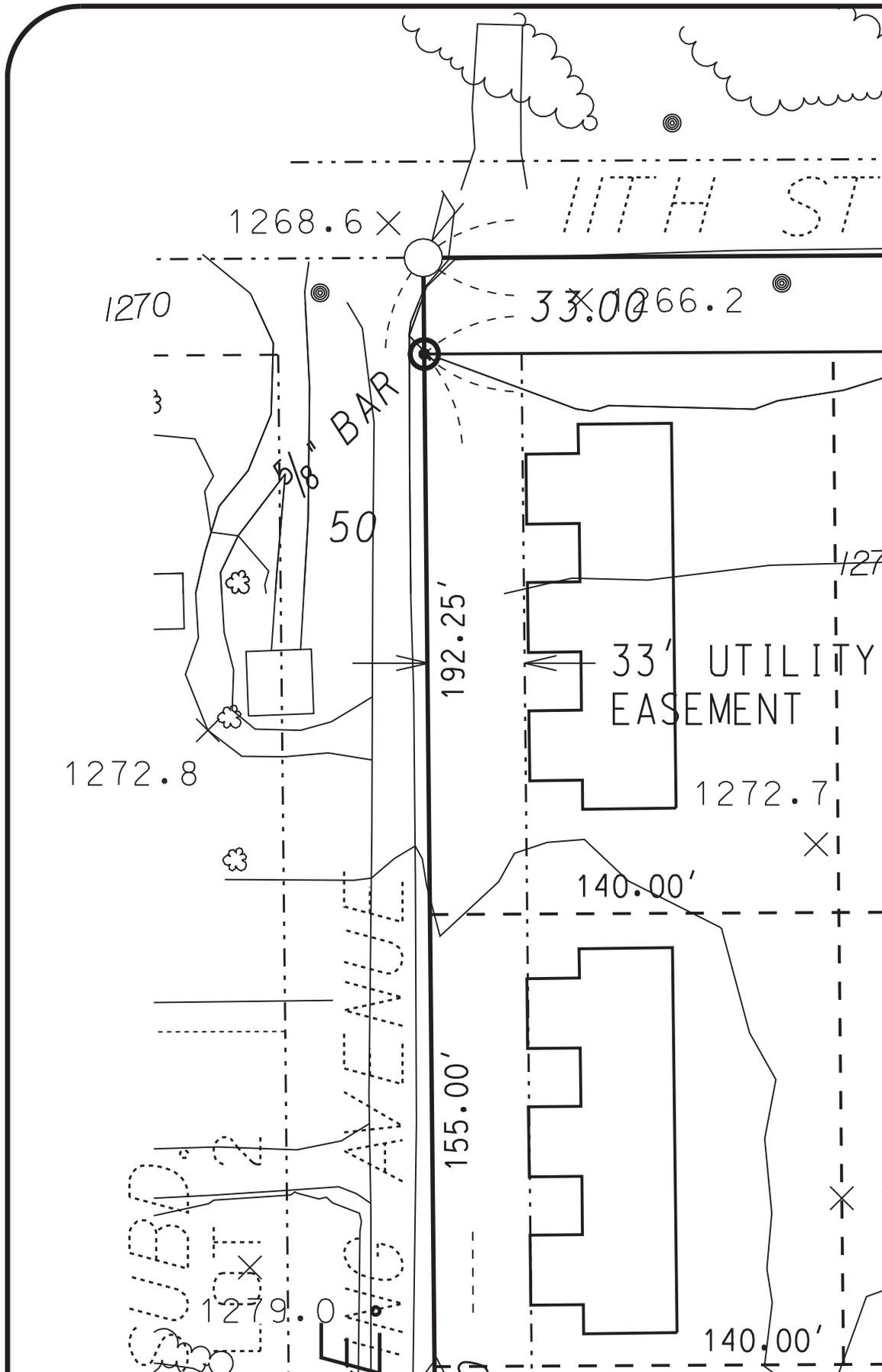


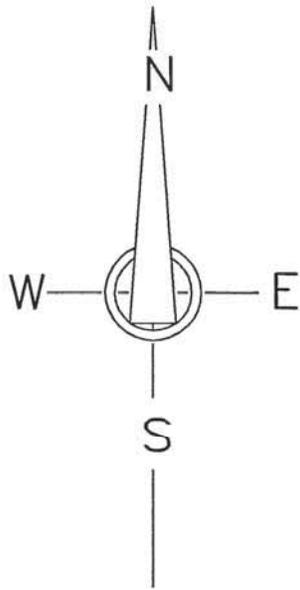
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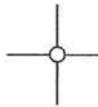


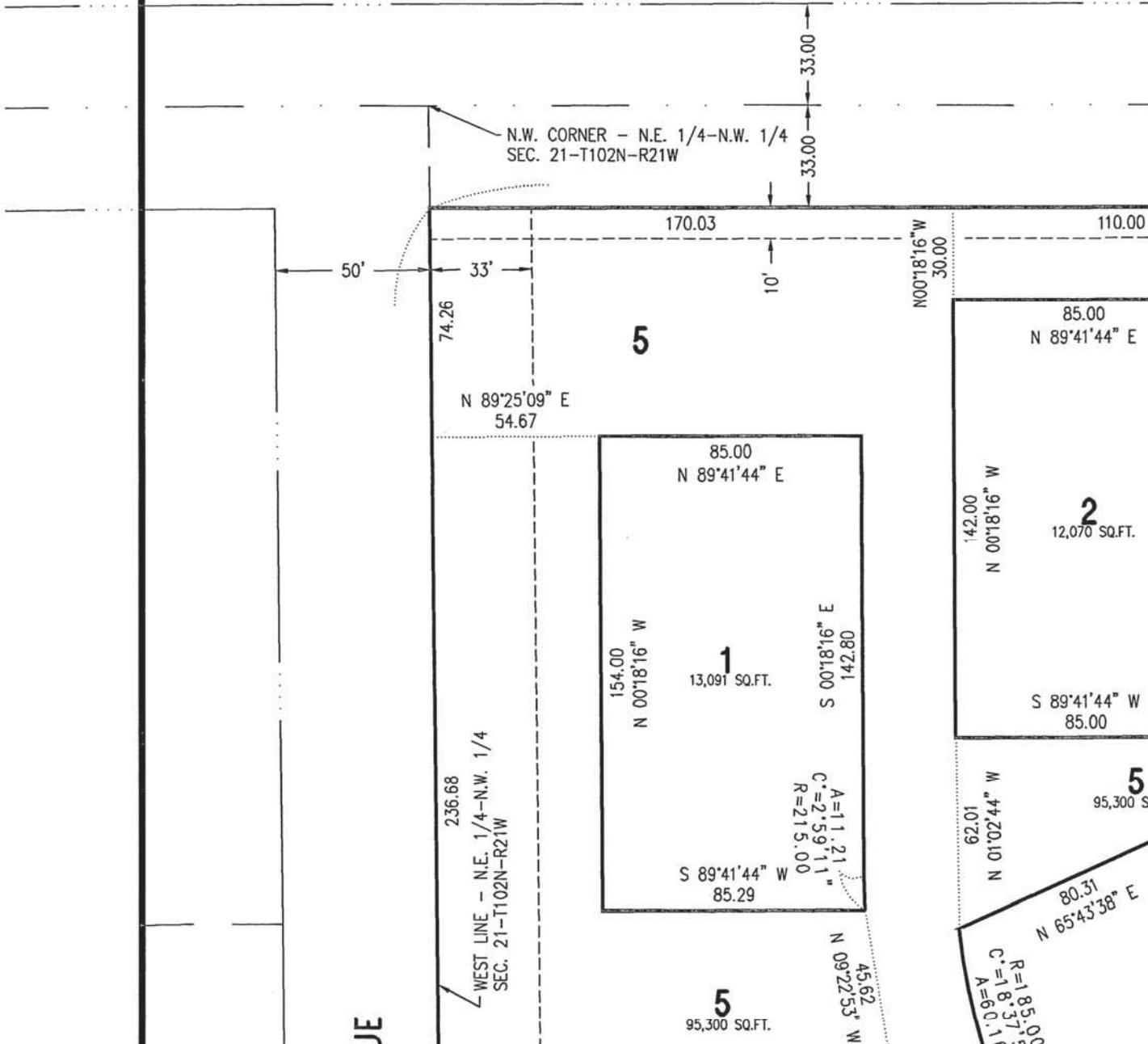
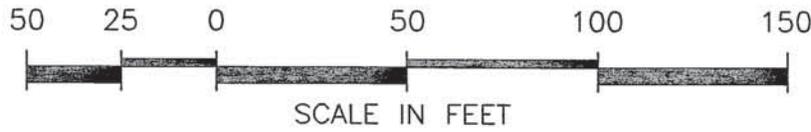
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 INDICATES 1/2" DIA. X 20" LONG IRON PIPE SET WITH PLASTIC CAP MARKED BY LICENSE NO. 14701.
 INDICATES IRON PIPE MONUMENTS FOUND.





Memorandum

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

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

Date: August 5, 2014

*Re: Public Hearing: Comprehensive Plan Amendment to Addend the Albert Lea
Re-development Plan to the City of Albert Lea Comprehensive Plan*

Background/Analysis:

In 2013 when the city was considering changes to the DCD/Downtown zoning districts, the planning commission and other property owners also discussed how there were other portions of the city that should be examined.

Since then, the city has been approached by several developers interested in pursuing projects, and looking for assistance in identifying areas to development. Therefore, for the past couple of months, staff has been discussing and identifying some areas in the city as potential re-development areas. The purpose of this analysis is:

- 1) To serve as a handbook for developers to utilize when searching for property that fits their needs;
- 2) To highlight areas where the city is prioritizing its acquisition of tax-forfeited and otherwise available land for possible purchase;
- 3) To identify areas that might be eligible for federal, state, or local grants, loans, or development assistance (tax increment financing, tax abatement, and other tools) for re-development opportunities.

Staff and the planning commission have met and discussed the proposed redevelopment plan and would now like to reach out to and hear from the public and other stakeholders to further facilitate this discussion. Tonight is a public hearing to formally amend the comprehensive plan to include the Redevelopment Plan as an addendum.

There are a total of nine areas within the city identified of varying size and location. In order of size, the following areas are included:

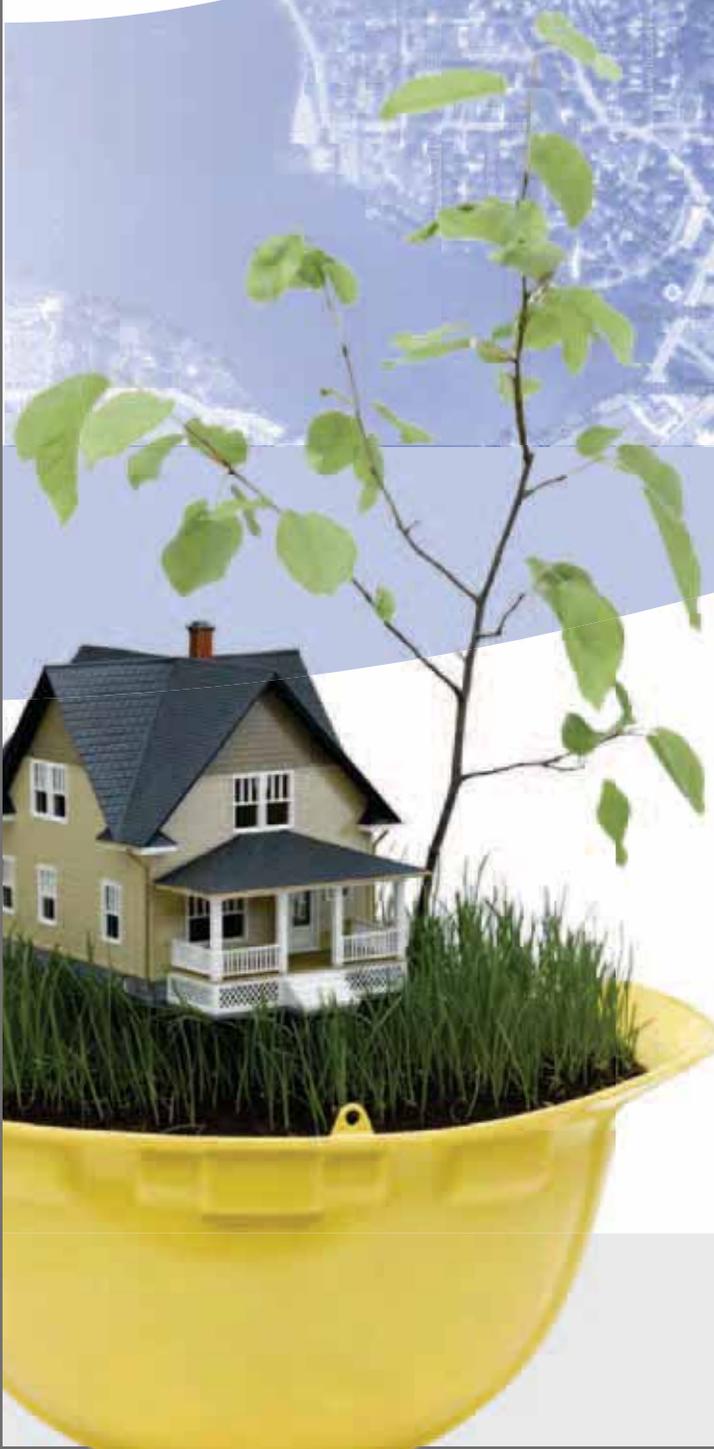
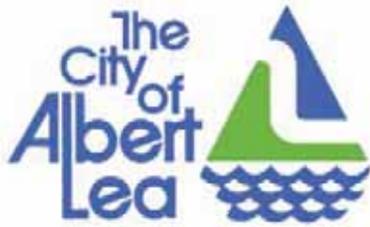
- Downtown and Diversified Central District zoning areas - 130 acres
- Blazing Star Site - 56 acres
- Main Street Area - 55 acres
- South Broadway - 59 acres
- Mixed Residential Area - 27 acres

- City's Gateway – 24 acres
- Eberhardt Area - 26 acres
- West Main at Hwy 69 - 43 acres
- Future Bridge Avenue- 9 acres
- Waterfront Mixed-Use – 7 acres

Recommended Motion:

Motion to recommend that the City Council approve a Comprehensive Plan Amendment to addend the Redevelopment Plan.

If you have any questions, please contact me at 763-231-4863.



Albert Lea

Redevelopment Plan



701 Xenia Avenue South, Suite 300
Minneapolis, MN 55416
Tel: (763) 541-4800 · Fax: (763) 541-1700
wsbeng.com

Albert Lea Redevelopment Plan

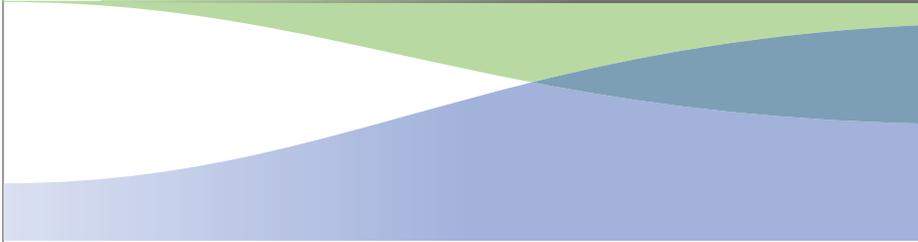


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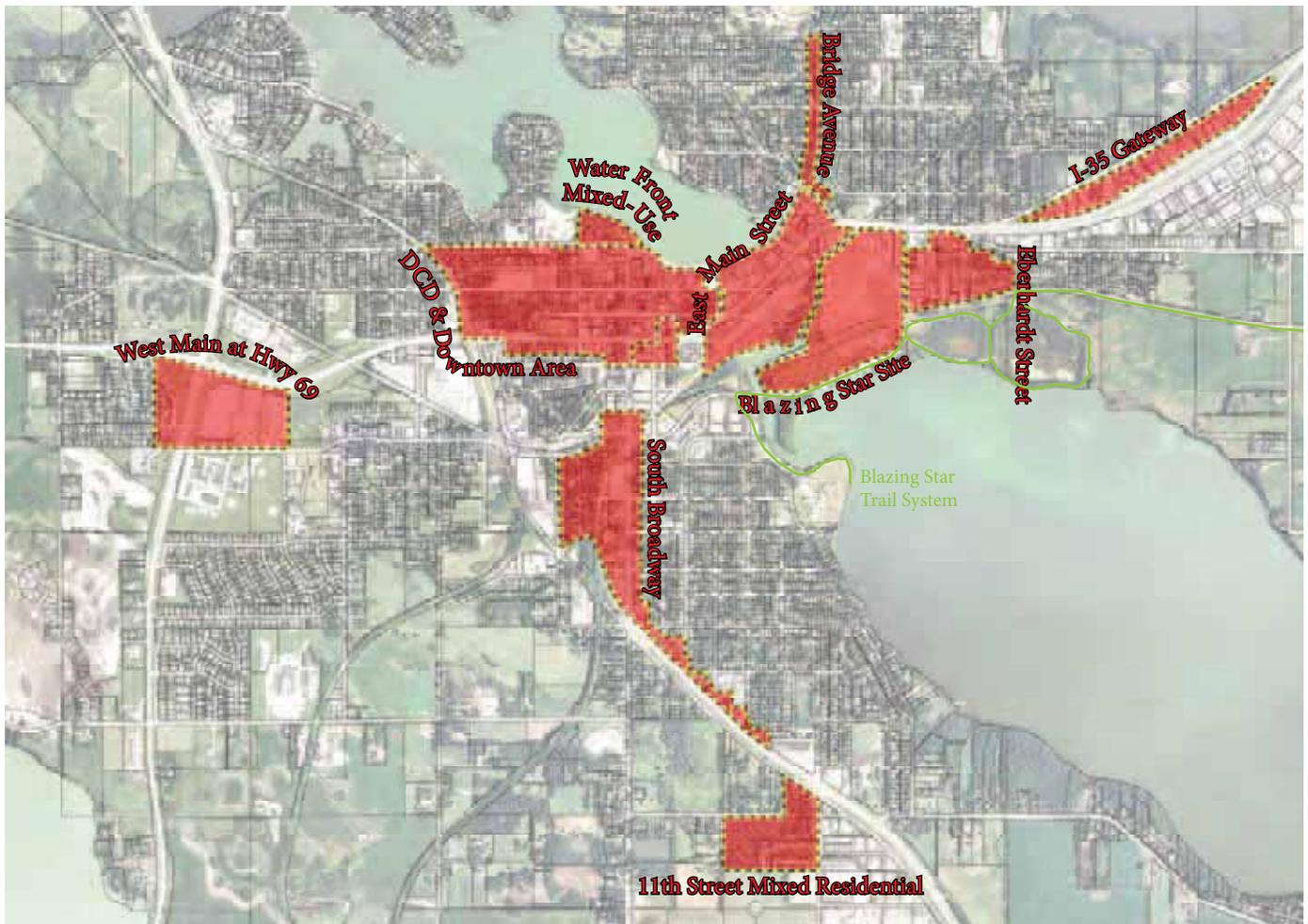
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Introduction

In early 2014, the city embarked on a planning process to identify areas within Albert Lea city limits that were ripe for potential re-development. As the economy improved, it became clear that city officials needed a plan as to appropriately guide potential interested developers to places that made sense from a utility and street availability and land use perspective. This re-development guidebook serves the following purposes:

- 1) To serve as a handbook for developers to utilize when searching for property that fits their needs;
- 2) To highlight areas where the city is targeting its acquisition of tax-forfeited and otherwise available land for possible purchase;
- 3) To identify areas that might be eligible for federal, state, or local grants, loans, or development assistance (tax increment financing, tax abatement, and other tools) for re-development opportunities.

It is crucial to take a targeted approach to planning, especially for re-development. It is the hope of the city that this document sparks a discussion about the importance of preparing for the re-bounce in the economy and assists developers in investing in the City of Albert Lea.



I. South Broadway



The redevelopment of this area is a top priority for the City of Albert Lea. This area is located south of downtown, and is characterized by a mix of aging commercial and residential land uses. Approximately 50 acres in size, there is a variety of zoning districts in the area.

Given the housing trends of Albert Lea, the City expects this area to be a key component to successful widespread redevelopment within the City.

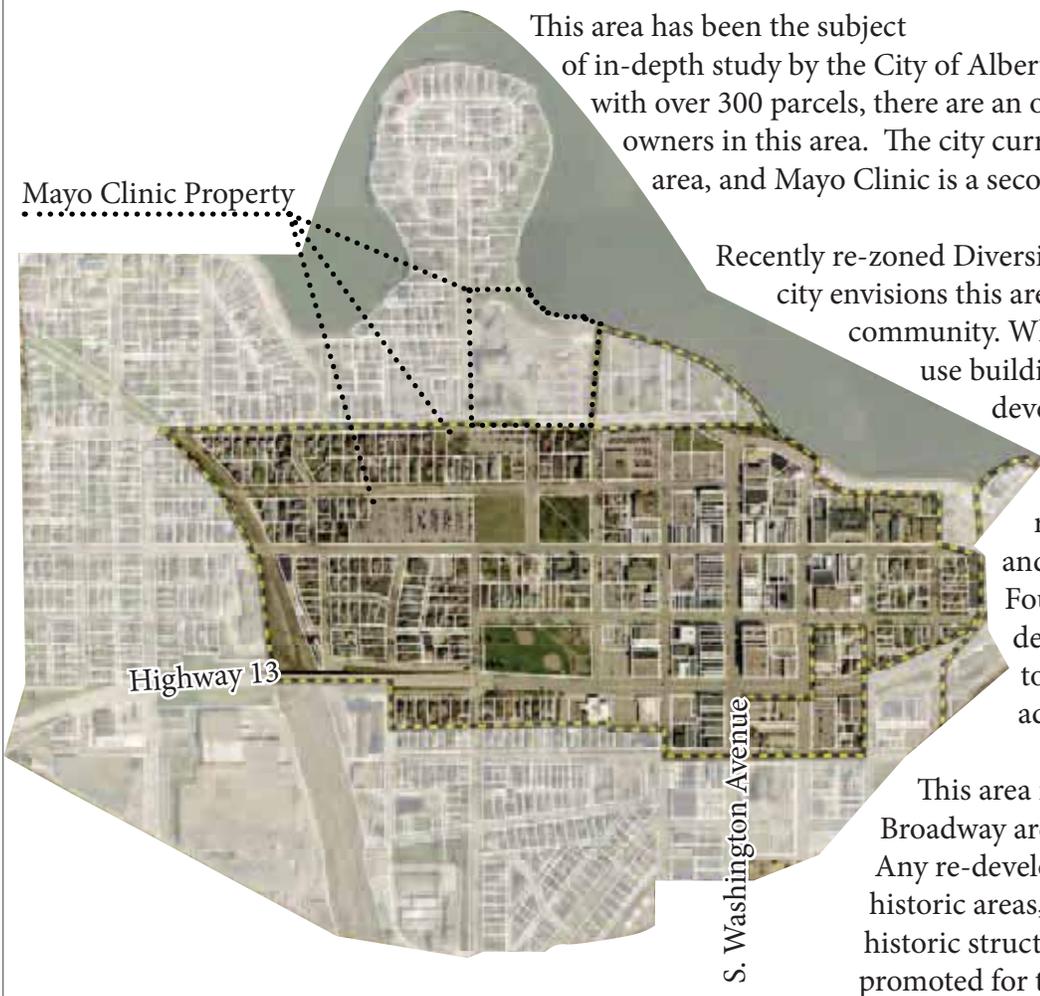
The city envisions the re-development of this area into medium or high density housing, with new mixed use or commercial opportunities along Broadway Avenue. A more detailed land use and zoning study should be completed for this area, due to the mix of existing and potential uses in the area. The city currently owns approximately 8 parcels in this area, and is exploring options for land assembly and re-development in this area.

II. 11th Street Mixed Residential



This area, located just south of the Broadway redevelopment area is approximately 31 acres in size and consists of some single-family homes, a manufactured home park, and a large piece of vacant land. The vacant land is envisioned by the city to be developed as medium density residential, with the possibilities for more medium or high density residential in the other already-developed areas. Located in the midst of existing single-family and industrial property, medium density serves as a good transition between uses.

III. DCD & Downtown Areas



This area has been the subject of in-depth study by the City of Albert Lea. Consisting of 124 acres with over 300 parcels, there are an over hundred different property owners in this area. The city currently owns 19 parcels in this area, and Mayo Clinic is a second large land owner.

Recently re-zoned Diversified Central District, the city envisions this area as a walkable, mixed-use community. While new, vertical mixed use buildings may not be as likely to develop, the city supports a mix of uses within the area, including commercial, residential, institutional, and office uses. The area along Fountain Lake is envisioned as a development specifically geared toward the waterfront and takes advantage of the park.

This area includes the downtown Broadway area, which is a historic district. Any re-development should respect the historic areas, and re-habilitation of existing historic structures is encouraged and promoted for this district.

IV. Waterfront Mixed-Use



The City views the land in this area adjacent to Fountain Lake as a prime location for redevelopment. The area as a whole is amenity-rich making it very attractive for redevelopment. The City is interested in the possibility for public/private partnerships to facilitate redevelopment of this Waterfront Mixed-Use area. The proximity of this area to property owned by Mayo Clinic could provide for an opportunity to convert this land to housing opportunities that could serve Mayo employees.



V. I-35 Gateway



A total of 24 acres, this area, similar to the East Main Street area, consists primarily of businesses and private owners, which the city would continue to encourage. In areas where there is blighted or underutilized/vacant properties, the city encourages the development of hospitality and restaurant/retail uses in this area to welcome people to Albert Lea and serve as a gateway to East Main and downtown.

VI. Eberhardt Street



A total of 24 acres, this area is identified for potential redevelopment into light industrial and/or medium density residential. Currently consisting of heavier industrial uses, the city envisions this area as a transition area between the Blazing Star site and the existing residential development. Located on a rail spur, industrial use is encouraged along the railroad line, while commercial is envisioned along the arterial roads. Medium density housing is contemplated along the park, and would serve as a transition between low-density and light industrial uses.

VII. Bridge Avenue



The west side of Bridge Avenue is included as part of the re-development plan as a corridor needed for the possible future expansion of Bridge Avenue. It is a total of 9 acres, however, more detailed analysis is needed to determine exactly how much land might be needed for a widening of the road or access management plans.

While there are no immediate plans for this expansion, it is necessary to consider long-term plans.

VIII. West Main at Hwy 69



This site is located on the southwest corner of State Highway 69 and West Main Street. It is 12 acres in size and is currently zoned R-1 Single Family Residential. It consists of excess right-of-way property controlled by Mn/Dot, the Bel-Air Motel, and several single-family homes. There is a mix of land uses in the immediate area.

This site is envisioned to be future medium or high density housing. Coordination with Mn/DOT is required in order to possibly develop at the intersection.

IX. Blazing Star Site

Comprehensive Plan Visioning



This 56 acre property was the former site of the Farmlands Best manufacturing plant, and is currently vacant and owned by the city of Albert Lea. A conceptual plan was contemplated for this site, as well as the East Main and Eberhardt area. The city believes a mix of uses is desirable on this property, and could include public spaces and opportunities for public recreation in conjunction with private development on the property. The city is open to multiple possibilities/visions for this property that blend public and private spaces.

X. East Main Street



This area has been developed and re-developed in a piecemeal fashion, resulting in a barrage of intersections that create dangerous traffic patterns. Consisting of 51 acres, including a channel that connects Fountain Lake and Albert Lea Lake, there are variety of different business, industrial, and residential uses and zoning districts in this area.

The city envisions this area to become an opportunity for public plaza, parks, and other public investment that would spark re-development and new development opportunities. Re-development would also be an opportunity to improve the roadway system and improve safety and reduce congestion, specifically the re-alignment of Bridge Avenue to East Main Street. Immediately adjacent to the Blazing Star site, there is an opportunity to fit into a broader plan.

Most of the land in this area is owned by businesses and private investment companies, and any plans for re-development or re-alignment of the street system would need involvement from the business impacted.

