

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

*9/1/2015, 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 7th, 2015

D. PUBLIC HEARINGS

Consider a request for a Preliminary Plat for T&M Seed House Addition from E. Family C. LLC to reconfigure two tax parcels with existing uses and structures into three platted lots.

E. NEW BUSINESS

Consider the Comprehensive Plan consistency of the acquisition of land located at 1002 Bridge Avenue

F. OLD BUSINESS

G. COMMISSIONER COMMUNICATIONS

H. STAFF COMMUNICATIONS

I. ADJOURNMENT

CITY OF ALBERT LEA
PLANNING COMMISSION
ADVISORY BOARD
MEETING MINUTES

*7/7/15 5:30 pm
City Center - Council Chambers*

Members Present

Jon Murray
Thayne Nordland
David Gross
Pam Schmidt
Doug Olson
Rick Mummert
Jason Willner

Members Absent

Larry Baker, Ex-Officio

Staff in Attendance

Doug Johnson, Building Official
Chad Adams, City Manager
Steve Jahnke, City Engineer
Jennifer Nelson, Office Assistant

Interested Parties

Craig Hoium, Ron Holtan Realty (Representing Dave and Jon Syverson)

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

Approval of the Agenda

Rick Mummert 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 Doug Olson to approve the minutes from May 5, 2015, and Rick Mummert seconded the motion. The minutes were approved unanimously on a voice vote.

Public Hearings

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

The public hearing is to consider a request for a Preliminary Plat for Buschbom 6th Addition from Dave and Jon Syverson to include one buildable lot and two outlots and dedicate an extension of Consul Street, a public right-of-way. Consider a request for final plat of Buschbom 6th Addition from Dave and Jon Syverson to include one buildable lot and two outlots and extension of Consul Street.

The public hearing was opened at 5:32 p.m.

Craig Hoium gave a review of the project.

Hoium advised this has been a two year project in the making. A developer has been pursuing this property. Hoium has kept in contact with City staff including the City Engineer, City Planner and Building Official during the site development process for this project. This is a permitted land use. There are approximately 55 acres on this site that are not currently platted.

There is a stop sign planned at the intersection of Syverson Rd and Consul Street and construction of a storm water retention pond to service lot #1. Blake Avenue to the existing Consul Street would become a public road and Hoium likes the flexibility of the available land which will make it desirable for future development. The closing date for this property is planned for August 1, 2015. There will be a total of five acres on the developed site and another 55 acres will be put up for sale.

Public Hearing Closed at 5:40 p.m.

Rick Mummert will be abstaining long with Doug Olson as both have a vested interest in the property involved.

A motion was made by David Gross and seconded by Thayne Nordland to recommend approval of the preliminary and final plat for Buschbom 6th Addition, replatting lots 1&2 of Block 10 of Buschbom 5th Addition into one lot, platting two outlots and dedicating an extension Consul Street, subject to the conditions listed in the staff report;

- 1) Approval of city Council for the vacation of the platted alley between Lots 1&2, Black 10 of Buschbom 5th Addition;
- 2) Final location of the driveways into Lot 1 as determined by the City Engineer;
- 3) Approval by the city Engineer of drainage and grading plans;
- 4) Approval by the City Engineer of the design of the sanitary sewer and water designs;
- 5) Execution of a Petition and Waiver for future improvements to Consul Street and/or Syverson Road.
- 6) Addressing any additional comments outlined by the City Engineer

Approved on a 7-0 roll call vote.

Old Business: None

New Business:

Consider the Comprehensive Plan consistency of the acquisition of public land located at 314 South Broadway.

This property is located in an area that has been targeted for redevelopment. The City also currently owns the property located at 310 S Broadway.

A motion was made by Thayne Nordland and seconded by Rick Mummert to recommend approval of the proposal acquisition of 314 South Broadway consistent with the comprehensive plan, based on the following findings;

- 1) The proposed acquisition is identified in the Redevelopment Plan in the Comprehensive Plan;
- 2) The proposed acquisition is part of a greater effort on behalf of the City to acquire through purchase and tax forfeiture most of the black to facilitate re-development.

Approved on a 7-0 voice vote.

Commissioner Communications: None

Staff Communications: Chad Adams gave project updates.

Adjournment:

The meeting was adjourned at 5:56 p.m. on July 7, 2015 motion by Thayne Nordland 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: *Molly Patterson-Lundgren, Planner
WSB & Associates, Inc.*

Date: *August 27th, 2015*

Re: *PUBLIC HEARING: Consider a request for a Preliminary Plat for "T&M Seed House Addition" from E. Family C. LLC. To reconfigure an existing two parcels into three platted lots.*

Background

The proposal before the Planning Commission for consideration is an application from E. Family C. LLC. The property consists of tax parcels 341280161 & 341280160 which are located in the Northeast corner of the intersection of West Main Street and Highway 13. The property is bounded on the northeast side by the IC&E Railroad line. This proposal would plat these parcels into three separate lots on which there are existing uses and structures. Existing uses include Farmers Bank, T&M Seed House, and a mixed use commercial area with three separate structures. Currently the entire property is under the ownership of the applicant. Platting the property will allow the sale of individual portions to others.

The proposed plat (see attached) would create three separate parcels for Farmers Bank (lot 3), T&M Seed House (lot 1), and a mixed office/commercial area (lot2). The plat shows several existing easements across the property including a 30-foot utility easement for storm sewer (across proposed lots 1 & 2), a 10-foot wide utility easement for power and light covering lot 2, and a 10-foot wide easements for gas and sanitary sewer across the northwest portion of lot 2. There is also an easement for ingress/egress which is located over the western portion of lot 2. The location of a waterline extending across lots 1&2 (west to east) and into the north is shown but no easement is provide on the plat. This access easement is in favor of T&M Seed House (proposed Lot 1). The property is mixed zoning which follows neither existing parcel lines or proposed platted lot line; Industrial is generally over T&M Seed House and B2 generally over the office/commercial area.



Zoning Designation

Analysis

Lot standards for properties in the I1 and B2 zones are identical, thus the split zoning has no effect on this request. All proposed lots (1, 2, & 3) will meet the lot area of 7,200 and lot width of 60 feet which are requirements in both the I1 and B2 zones. There are no lot depth or side setback requirements in either of those zoning districts. The B2 district has a 15-foot setback which all existing structures will meet. Building coverage was not provided by the applicant but the 40% maximum allowed appears to be met for all three proposed lots.

Conformance to official map and comprehensive plan

There are no current plans to add new structures and uses. The land use plan shows this area as a “neighborhood node” and the existing uses on the site are consistent with the goals of this district. The comprehensive plan states “Our goal for community nodes is to preserve and maintain a vital center for neighborhood services (general retail needs) that serve the major residential neighborhoods of the community for basic service needs.” Land use patterns are for small scale commercial services that provide for residents basic needs.

Drainage

No construction or development activity is proposed in conjunction with this plat. There are not any known issues with drainage at the site currently. Any proposed new construction on the site in the future will be reviewed for drainage issues at the time of permit approval.

Streets, Access, and Parking

Access to all three proposed lots would be from the south utilizing the existing driveway (private road) from West Main Street. This road is located completely within proposed lot 2 and currently there is a recorded easement over the road and parking area (just east of the seed house) for access which is in favor of the seed house. Staff has indicated to the applicant that a modification must be made to provide an easement to lot 3 over this private road as well and their surveyor is preparing that document.

Pedestrian access

An existing sidewalk is located along the western side of the property connecting to both to the north and southwest. Much of the adjacent area to the southeast is low and the highway is elevated as it turns to the north to cross the railroad tracks. There are no sidewalks or trails on the bridge and none to connect to within several blocks in that direction. To the north is a residential subdivision but the railroad separates these uses and pedestrian crossings are highly limited for safety reasons in such situations. If additional construction occurs on the site at some point in the future, connections may be appropriate into the site from the sidewalk on the west side or if a pedestrian crossing is ever developed at the private entry into the site (near the bank). As no new uses, construction or structures are being proposed at this time, staff is suggesting not requiring any additional pedestrian access.

Utilities

As indicated on the preliminary plat there is both public and private utilities that cross the site which are protected via easements. Additionally, a waterline is shown across the site but no easement is required as it is a private waterline.

Park Dedication

City code Section 54-128 requires the dedication of land or a fee in lieu of land is for parks and open space. Industrial or commercial zoned land requires an amount equal to the fair market value of one acre of land for each nine acres of commercial or industrial land being platted. The area being platted is 19.57 acres, which would require payment for 2 acres of land for park fee.

Staff Recommendation:

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

- 1) A recorded easement providing ingress/egress to the site via the existing private street for lot 1 access.
- 2) Approval of a Development Agreement providing park dedication fee as required by City code and determined by the City Attorney.

Requested Motion:

Motion to recommend approval of the preliminary and final plat for T&M Seed House Addition creating three lots, subject to the conditions listed in the staff report.



Memorandum

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

*From: Molly Patterson-Lundgren, Planner
WSB & Associates, Inc.*

Date: August 25th, 2015

*Re: Consider the acquisition of property at 1002 Bridge Avenue and its consistency
with the city's Comprehensive Plan*

Background/Analysis

The residence located at 1002 Bridge Avenue is currently owned by the Albert Lea HRA who needs to sell the property. It is located at the northeast corner of Bridge Avenue/County Highway 22 and Hawthorne Street. A proposal is being discussed for the City to acquire this property to allow for future improvements to this intersection.

State Statute 462.356 Subd. 2 states the following:

Compliance with plan.

After a comprehensive municipal plan or section thereof has been recommended by the planning agency and a copy filed with the governing body, **no publicly owned interest in real property within the municipality shall be acquired or disposed of**, nor shall any capital improvement be authorized by the municipality or special district or agency thereof or any other political subdivision having jurisdiction within the **municipality until after the planning agency has reviewed the proposed acquisition, disposal, or capital improvement and reported in writing to the governing body or other special district or agency or political subdivision concerned, its findings as to compliance of the proposed acquisition, disposal or improvement with the comprehensive municipal plan.** Failure of the planning agency to report on the proposal within 45 days after such a reference, or such other period as may be designated by the governing body shall be deemed to have satisfied the requirements of this subdivision. The governing body may, by resolution adopted by two-thirds vote dispense with the requirements of this subdivision when in its judgment it finds that the proposed acquisition or disposal of real property or capital improvement has no relationship to the comprehensive municipal plan.

In accordance with state statute, the city is asking the Planning Commission to review the consistency of the land purchase of the property at 1002 Bridge Avenue with the City's adopted Comprehensive Plan.

The Comprehensive Plan provides general guiding principles, as well as more specific goals and policies that address the issues of street and roadway improvements, which is the purpose of the proposed land acquisition. Specific goals and policies regarding the management and upgrading of the cities road network are provided in Chapter 4, "Community Systems". "A primary theme of this chapter is an assessment of each system's capacity to accommodate, or at the very least, rapidly respond to changes in population, household and economic growth." (p. 43, Albert Lea Comprehensive Plan).

Individual roads within the larger system are categorized by classification. Bridge Avenue/CSAH 22 is classified as a principal arterial with a purpose of serving regional mobility. It provides a "primary conduit between the downtown and commercial and residential areas to the north along with access to Interstate 90". Hawthorne Street is classified as a collector providing access from neighborhoods and other nodes of activity. As identified in the comprehensive plan, this intersection as well as others along Bridge Avenue will be in need of design modifications as the entire length of the road is reconfigured to allow for additional traffic in the future due to the high levels of traffic and the number of crashes occurring.

Goals in the comprehensive plan include to "manage access to the roadway network... [to] reduce crashes [and] maximize capacity of roadways..." Specific policies include (policy 14.2) correcting access problems over time as development or redevelopment occurs and (policy 14.28) exploring alternative intersection design configurations to maximize traffic flow and safety. A 2006 corridor study for Bridge Avenue is referenced in the comprehensive plan and indicates that the long term plan for the road is a 4 lane-divided section with turn lanes at key intersections.

The acquisition of the property at 1002 Bridge Avenue will provide one piece of land acquisition needed to widen the road and provide for turn lanes in the future. While this road improvement may not occur for some time acquisition of the property now when it is available for sale follows one of the guiding principles of the city comprehensive plan, which is to "encourage evolution, not revolution... seek incremental change – taking a few measured but positive steps toward a shared vision of the future".

Recommended Motion:

Staff recommends that the Planning Commission find the proposal acquisition of 1002 Bridge Avenue consistent with the comprehensive plan, based on the following findings:

- 1) The proposed acquisition would provide room for addition right of way at a key intersection along Bridge Avenue which is identified as a recommended action in the Comprehensive Plan;
- 2) The proposed acquisition is part of a greater effort on behalf of the City to acquire property for the needed improvements along Bridge Avenue in an incremental fashion as opportunity arises.

If you have any questions, please contact me at 507-218-3387 or mollypl@wsbeng.com