

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

*11/1/2016, 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 September 6th, 2016
- D. PUBLIC HEARINGS
 - None
- E. NEW BUSINESS
 - 1. Existing Uses, Current Zoning & Future Land Use of West 9th Street
- F. OLD BUSINESS
 - 1. Zoning Code Update – Draft Land Use Table
- G. COMMISSIONER COMMUNICATIONS
- H. STAFF COMMUNICATIONS
 - 1. Development at 1430 US Highway 69 (Highway 69 and West 9th), B-2 Building Design Standards (Sec. 74-499) and incomplete application for appeal of staff decision.
- I. ADJOURNMENT

CITY OF ALBERT LEA
PLANNING COMMISSION
ADVISORY BOARD
MEETING MINUTES

9/6/16 5:30 pm
City Center - Council Chambers

Members Present:

David Gross
Rick Mummert
Jon Murray
Thayne Nordland
Doug Olson
Pamela Schmidt

Members Absent:

Jason Willner
Larry Baker, Ex-Officio

Staff in Attendance:

Jerry Gabrielatos, Assistant City Manager
Molly Patterson-Lundgren, City Planner

Interested Parties: None.

Approval of the Agenda:

Nordland made a motion to approve the agenda and Mummert seconded the motion. The agenda was approved 6-0 on a voice vote.

Approval of Minutes:

Murray noted the misspelling in the minutes of Olson's surname. A motion to amend and approve the minutes was made by Mummert to approve the amended minutes from July 5, 2016. Gross seconded the motion. The minutes were approved unanimously on a voice vote.

Public Hearings: Minnesota Energy Resources (MERC) IDD site plan review.

Patterson-Lundgren explained that the review is required by ordinance and that staff has examined this site. She stated that the site meets the requirements. Commissioners discussed the landscaping requirements for this area. Gross asked Patterson-Lundgren if there are requirements for the placement of the trash enclosures. She replied that she can ask MERC, but there are no requirements.

Murray opened the public hearing at 5:41 p.m. He invited Ryan Nolander, Executive Director of the Albert Lea Economic Development Authority (ALEDA) to speak. ALEDA owns the land on which MERC plans to build.

Nolander mentioned that MERC approached ALEDA about locating a space in Albert Lea. MERC is currently renting from ALEDA, and intended to build eventually. An administrative survey was performed, separating two acres from the existing parcel. Nolander said that the project would not result in the creation of new positions, though it does expand the community's tax base. He noted that MERC is not receiving any taxpayer assistance to build. The building is large enough to accommodate more employees should the need arise.

Murray closed the public hearing at 5:45 p.m.

A motion to recommend to the City Council the adoption of a resolution approving the site plan for the proposed MERC building located in the Interstate Development District on Lot 1, Block 3 Habben First Addition was made by Olson and seconded by Schmidt. The measure passed on a roll call vote.

New Business: None.

Old Business: None.

1. Planning Commission Training

Patterson-Lundgren and Nordland recently completed the training through the League of Minnesota Cities. Murray has taken the course previously.

2. Zoning Code Update

Patterson-Lundgren stated that an intern with the City will be completing a table that demonstrates what types of use are compliant with each zoning classification. She elaborated that inconsistencies can develop in the code, as some sections are updated in sections, but not comprehensively. She illustrated this by discussing a proposal for a sign the City is examining.

She then relayed that City Manager approached her firm, WSB, to perform code enforcement. Representatives of WSB responded that it would be best to proceed by clarifying portions of the code before proceeding.

Commissioner Communications: None.

Staff Communications:

1. Potential PDD at Highway 69 and West 9th

Patterson-Lundgren told the Commission that owner of land at this location met with staff to discuss a PDD. The owner proposed a similar concept to one that was previously discussed with Patterson-Lundgren. In response to a question from Murray, she informed the Commission that the owner would need to plat the entire property for the PDD to move forward.

Adjournment:

The meeting was adjourned at 6:01 p.m. The motion was made by Nordland and seconded Mummert. The motion was approved 6-0 on a voice vote.

Respectfully submitted,

Jerry Gabrielatos
Acting Planning Commission Secretary

Jon Murray
Chair, Planning Commission