

MINUTES
REGULAR MEETING - MONTICELLO PLANNING COMMISSION
Tuesday, June 7, 2022 - 6:00 p.m.
Mississippi Room, Monticello Community Center

Commissioners Present: Andrew Tapper, Alison Zimpfer, Eric Hagen and Teri Lehner
Commissioners Absent: Paul Konsor
Council Liaison Present: Charlotte Gabler
Staff Present: Angela Schumann, Steve Grittman (NAC), Hayden Stensgard, and Ron Hackenmueller

1. General Business

A. Call to Order

Vice-Chairperson Andrew Tapper called the regular meeting of the Monticello Planning Commission to order at 6:00 p.m.

B. Consideration of election of Planning Commission officers

ANDREW TAPPER NOMINATED PAUL KONSOR FOR CHAIRPERSON OF THE MONTICELLO PLANNING COMMISSION. ERIC HAGEN SECONDED THE NOMINATION. NOMINATION CARRIED UNANIMOUSLY, 4-0.

ERIC HAGEN NOMINATED ANDREW TAPPER FOR VICE-CHAIRPERSON OF THE MONTICELLO PLANNING COMMISSION. ALISON ZIMPFER SECONDED THE NOMINATION. NOMINATION CARRIED UNANIMOUSLY, 4-0.

C. Consideration of approving minutes

a. Workshop Meeting Minutes – May 18, 2022

TERI LEHNER MOVED TO APPROVE THE MAY 18, 2022, WORKSHOP MEETING MINUTES. ALISON ZIMPFER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY, 4-0.

b. Regular Meeting Minutes – May 18, 2022

ERIC HAGEN MOVED TO APPROVE THE MAY 18, 2022, REGULAR MEETING MINUTES. ALISON ZIMPFER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY, 4-0.

D. Citizen Comments

None

E. Consideration of adding items to the agenda

None

F. Consideration to approve agenda

ERIC HAGEN MOVED TO APPROVE THE JUNE 7, 2022, REGULAR MEETING AGENDA. TERI LEHNER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY, 4-0.

2. Public Hearings

A. Consideration of a Request for Development Stage Planned Unit Development for Headwaters West Apartments, a Proposed 102-Unit Multi-Family (Senior-Restricted) Development in the R-3, Medium Density Residential District Applicant: Headwaters Development

Commissioner Eric Hagen provided a summary and recap of the public hearing process to the public.

City Planner Steve Grittmann provided an overview of the agenda item to the Planning Commission and the public. He noted that the property is also the subject of a previously approved land use application for 60 twin home units proposed by the same applicant.

Mr. Grittmann went through the conditions of approval in Exhibit Z. It was explained that the addition of a looped pedestrian trail on the I-94 side of the property was recommended by City staff as a means to address some of the concern related to the rear yard of the site.

Councilmember Charlotte Gabler asked how many one-bedroom apartments there were in this proposed development. Mr. Grittmann clarified that there was 8 studio units and 70 single-bed units.

Vice-Chair Andrew Tapper asked for clarification on the parking calculation. Mr. Grittmann said the total parking spaces per unit equals 1.6 space per unit.

Mr. Tapper opened the public hearing portion of the agenda item.

Public Comment

Brian Nicholson, of Headwaters Development, LLC. (applicant), addressed the Planning Commission and the public. Mr. Nicholson reiterated that this is a continuation of the previous application reviewed and acted upon by the Planning Commission at their April 5, 2022 regular meeting. He said that the conditions of approval in Exhibit Z are acceptable with the exception of the one related to the adjustment of the roofline of the apartment building and requested that to remain as shown in the elevations. He illustrated a visual of the rear side of the building with landscaping.

Mr. Tapper asked if the looped trail around the building can be worked into the final plans. Mr. Nicholson clarified that this is something that can be done, and the applicant is committed to working with staff on an agreeable width of said trail.

A question was asked about the height of the trees to be planted along the I-94 side of the property. Mr. Nicholson clarified that the Norway Spruce reach heights above 40 feet tall.

Public Comment

Douglas Ziermann, 27 Fairway Drive, asked for clarification on how tall the trees are when they are planted. Ms. Schumann noted that the City's Zoning Ordinance requires new conifer trees to be 6 feet tall at planting.

Public Comment

Jack Nelson, 8 Center Circle, expressed concerns regarding the added traffic on 7th Street West in that area. He also expressed concerns regarding the capacity of the water treatment plant and hope that the addition of these developments are accounted for. Mr. Nelson asked what color the building is going to be as well.

The color of the building matches the elevations provided in the agenda.

Mr. Tapper mentioned there is a traffic study in the agenda and it does note that with the addition of the proposed development, 7th Street is capable of handling the added traffic.

Ms. Gabler asked if staff has any updates on the capacity of the water treatment plant. Ms. Schumann noted that the City Council will be reviewing a Strategic Transition Plan summary at the upcoming Council meeting on June 11, 2022, included in the summary is a study related to a comprehensive plan on water, wastewater and sanitary sewer.

Mr. Hagen mentioned that there was a public comment submitted by email that has been included in the agenda packet again noting concerns on traffic and unit type.

Public Comment

Chris Barta, 28 Fairway Drive, expressed concerns regarding the size of the apartment building relevant to the zoning district and the surrounding neighborhood of single-family homes.

Public Comment

Karen Barta, 28 Fairway Drive, expressed concerns regarding the safety of 7th Street in that neighborhood, considering many families walk along 7th Street. She also wanted clarification on the timeline of the project.

Mr. Nicholson responded saying that the timeline of the project is currently unclear and noted that the added construction traffic will be minimized by having a majority of the project constructed off site.

Mr. Nicholson made the clarification that this development, including the previously approved twin homes, are strictly ages 55 and above. It is not an assisted living facility.

Ms. Barta also expressed concerns over this development affecting property

taxes in the neighborhood. Mr. Grittmann clarified that there have been many studies done that provide examples showing that new development such as this does not affect the property taxes of the surrounding community.

Commissioner Alison Zimpfer also noted that at the last public hearing held in April regarding this development, there are plans to add a pathway along the south side of 7th Street.

Ms. Barta also made the note that there is a significant amount of wildlife on the property that will need to relocate.

Mr. Tapper closed the public hearing portion of the agenda item.

ERIC HAGEN MOVED TO ADOPT RESOLUTION NO. PC-2022-037, RECOMMENDING APPROVAL OF A DEVELOPMENT STAGE PLANNED UNIT DEVELOPMENT FOR HEADWATERS WEST APARTMENTS, A PROPOSED 102-UNIT MULTI-FAMILY (SENIOR RESTRICTED) DEVELOPMENT, BASED ON THE FINDINGS IN SAID RESOLUTION AND SUBJECT TO THE CONDITIONS OF EXHIBIT Z. ALISON ZIMPFER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY, 4-0.

B. Consideration of a request for Rezoning to Planned Unit Development, Development Stage Planned Unit Development and Preliminary Plat Haven Ridge, for replat of Haven Ridge 2nd Addition, a Proposed 59 Unit Single Family Residential Development in an R-1 (Single-Family Residence) District. Applicant: Haven Ridge, LLC.

Mr. Grittmann provided an overview of the agenda item to the Planning Commission and the public. The proposed 2nd Addition includes the extension of Farmstead Avenue, which was developed as part of the Haven Ridge 1st Addition. The replatting of the property is due to the proposed adjustment in lot count in the 2nd Addition. The replat includes additional lots to help offset the added cost of extending Farmstead Avenue underneath the powerlines. The powerlines restrict development and result in a long frontage with no development. In addition, the location of a gas line beneath the lines requires that the lines themselves be raised. Mr. Grittmann reviewed the conditions of approval in Exhibit Z for the agenda item.

Mr. Tapper asked for the originally approved zoning for the 2nd Addition. Mr. Grittmann clarified that the original approval included the R-1 zoning of the development. The recommended change to a set of standards similar to T-N is due to the lower density of the development.

Ms. Zimpfer mentioned that the original approval had average lot sizes of 80 feet and asked if there was a change to the lot widths in the replat. Mr. Grittmann confirmed that the average lot width had been adjusted to 62 feet.

Public Comment

Marc Schulte, applicant, addressed the Planning Commission and the public. Mr. Schulte noted that the limited two-story homes in this addition is due to the market conditions. He also clarified that the multiple types of home designs that were included in the agenda packet is due to on-going negotiations with builders. Once a builder is identified, there will be more clarity provided on the home designs for this development.

Public Comment

Craig Heinen, 8815 Farmstead Avenue, expressed interest in not extending Farmstead Avenue, and leaving the current cul-de-sac as is due to safety concerns for the residents who live along that road.

Mr. Grittmann mentioned the maximum length of cul-de-sacs within the City by Ordinance is 600 feet. Currently, Farmstead Avenue is a cul-de-sac that is 1,300 feet in length and was originally approved strictly as a temporary cul-de-sac with plans to connect the road with the subsequent development. He also noted the extension allows for multiple outlets to the neighborhood, reducing traffic impacts at single points and enhancing access for emergency vehicles.

Public Comment

Shannon Bye, 5235 85th Street NE, mentioned that all five phases of development had been previously approved and had the understanding that there would be available “step-up” housing, including larger homes and wider lots than what is currently proposed in this request to replat.

Ms. Schumann clarified that the replatting includes the change in development standards via the PUD from an R-1 base zoning to those similar to the T-N District. The T-N base zoning allow for additional performance standards not originally included in the R-1, and meets the minimum building size requirements of the R-1 standards. The additional performance standards are proposed due to the smaller lots proposed.

Public Comment

Loren O’Brien, owner of adjacent land, asked if the utilities will be stubbed for future development in that area.

Mr. Grittmann noted the amount of wetlands within the development make the extension of utilities in those areas difficult. The current plan is for utilities to service the adjacent noted property from the north.

Mr. O’Brien made the note that he did not want the developments surrounding his property to leave his land unserviceable for future development.

Mr. Tapper closed the public hearing portion of the agenda item.

ALISON ZIMPFER MOVED TO ADOPT RESOLUTION NO. PC-2022-038, RECOMMENDING APPROVAL OF REZONING TO PLANNED UNIT DEVELOPMENT FOR THE PROPOSED 59 UNITS OF HAVEN RIDGE 2ND ADDITION, BASED ON THE FINDINGS IN SAID RESOLUTION. ERIC HAGEN SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY, 4-0.

ALISON ZIMPFER MOVED TO ADOPT RESOLUTION NO. PC-2022-039, RECOMMENDING APPROVAL OF A PRELIMINARY PLAT (REPLAT) OF HAVEN RIDGE 2ND ADDITION, A 59-UNIT SINGLE FAMILY PLAT, BASED ON THE FINDINGS IN SAID RESOLUTION AND SUBJECT TO THE CONDITIONS OF EXHIBIT Z. ERIC HAGEN SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY, 4-0.

ALISON ZIMPFER MOVED TO ADOPT RESOLUTION NO. PC-2022-040, RECOMMENDING APPROVAL OF DEVELOPMENT STAGE PUD FOR HAVEN RIDGE 2ND ADDITION, A 59-UNIT SINGLE FAMILY PLAT, BASED ON THE FINDINGS IN SAID RESOLUTION AND SUBJECT TO THE CONDITIONS OF EXHIBIT Z. ERIC HAGEN SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY, 4-0.

C. Consideration of a Request for an Amendment to the Zoning Ordinance to Allow Temporary Storage Boxes as an Accessory Use in the Affordable Storage and StorageLink Monticello PUD Districts.

Applicant: City of Monticello

Mr. Gritman provided an overview of the agenda item to the Planning Commission and the public. The addition of this accessory use to the Planned Unit Developments noted would include guidelines to meet certain setbacks adjacent to residential zones, limiting the stacking height of the said storage boxes, and being able to meet fire code standards within the site with the addition of the storage boxes. The ability to have storage boxes as an accessory use at the two noted locations would be contingent on their ability to meet the originally approved PUD standards.

Mr. Hagen asked for clarification on what brought this item to the Planning Commission. Ms. Schumann clarified that the City Council requested the Planning Commission to hold a public hearing on this item and staff created this ordinance amendment language for the Planning Commission to review.

Ms. Gabler added that when the original discussion occurred in October of 2021, the City Council was split, 3-2 on the vote.

Mr. Tapper asked if this accessory use is eligible at the StorageLink site on Cedar Street. Ms. Gabler said that this accessory use would not apply to the Pointes at Cedar Planned Development District.

Mr. Hagen said that he would be more comfortable with approving this if it was a guarantee that these sites would utilize these storage boxes as an accessory use.

Mr. Tapper asked if storage boxes were currently on either site. Ms. Schumann clarified that there are no storage boxes on either site.

Mr. Tapper opened the public hearing portion of the agenda item.

Mr. Tapper closed the public hearing portion of the agenda item.

Eric Hagen recommended tabling the item to provide time to get a better understanding of how the storage boxes have affected surrounding communities that already include them in their zoning ordinance.

ERIC HAGEN MOVED TO TABLE ACTION ON RESOLUTION NO. PC-2022-041. TERI LEHNER SECONDED THE MOTION. MOTION CARRIED 3-1, WITH ANDREW TAPPER VOTING IN THE OPPOSITION.

D. Consideration of a Request for an Amendment to the Monticello Zoning Ordinance for Retail Service Uses Including but Not Limited to Definition, Zoning Districts and Standards
Applicant: City of Monticello

Ms. Schumann provided an overview of the agenda item to the Planning Commission and the public. Staff recommended tabling the item while further research is conducted on the item.

ANDREW TAPPER MOVED TO TABLE ACTION ON RESOLUTION NO. PC-2022-035, REGARDING A REQUEST FOR AMENDMENT TO THE MONTICELLO ZONING ORDINANCE FOR THE RETAIL SERVICE USES INCLUDING BUT NOT LIMITED TO DEFINITION, ZONING DISTRICTS AND STANDARDS AND CONTINUE THE PUBLIC HEARING TO JULY 5, 2022. TERI LEHNER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY, 4-0.

3. Regular Agenda

A. Consideration to adopt Resolution PC-2022-0XX finding that the establishment of TIF District 1-46 and TIF Plan for TIF District 1-46 conforms to the Monticello 2040 Comprehensive Plan

Ms. Schumann provided an overview of the agenda item to the Planning Commission and the public. Ms. Schumann noted the Employment Campus land use guidance for the site and the Industrial Business Campus zoning, explaining that the proposed use is consistent with Light Manufacturing, which is a permitted use in the IBC District. WiHa Tools is seeking to establish an economic development tax increment financing district to support the development of a new facility in Monticello. Planning Commission was asked to review the plan and decide whether the development fits the adopted Monticello 2040 Comprehensive Plan related to land use.

ANDREW TAPPER MOVED TO ADOPT RESOLUTION PC-2022-042, FINDING THAT THE ESTABLISHMENT OF TIF DISTRICT AND TIF DISTRICT 1-46 CONFORMS TO THE MONTICELLO 2040 COMPREHENSIVE PLAN. ALISON ZIMPFER SECONDED THE

MOTION. MOTION CARRIED UNANIMOUSLY, 4-0.

B. Consideration Community Development Director's Report

Ms. Schumann provided an overview of the agenda item to the EDA and the public. Ms. Schumann noted a change to the recently reviewed redevelopment plans on Block 52. The height of the building has been adjusted from a maximum of 75 feet to 60 feet. The necessity for the change is related to the building's fire suppression system and the developers were not made aware of this issue until after the public hearing portion of their land use application. City Council approved the development stage planned unit development and preliminary plat with the change to the maximum height of the building.

4. Added Items

None

5. Adjournment

TERI LEHNER MOVED TO ADJOURN THE REGULAR MEETING OF THE MONTICELLO PLANNING COMMISSION. ANDREW TAPPER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY, 4-0, MEETING ADJOURNED AT 9:12 P.M.