



**PLANNING and ZONING COMMISSION  
MINUTES**

**Thursday, NOVEMBER 5, 2009**

**Albertville Council Chamber**

**7:00 PM**

**CALL TO ORDER – ROLL CALL**

Chair Leintz called the regular Albertville Planning and Zoning Commission meeting to order at 7:01 p.m.

**PRESENT:** Chair Sharon Leintz, Commission members Frank Kocon, Robert Olson, Dale Edgren, and Natalya Lindberg, Council liaison Dan Wagner

**OTHERS:** City Planner Al Brixius and City Clerk/Recording Secretary Bridget Miller

**ABSENT:** Zoning Administrator/Building Official Jon Sutherland

**ADOPT AGENDA**

Chair Leintz asked for a motion to approve the agenda as amended adding Appointment of Vice-chair.

**MOTION BY** Commission member Olson, seconded by Commission member Edgren to approve the Thursday, November 5, 2009 agenda as amended adding Appointment of Vice-chair which will be scanned and an electronic copy will be kept on file in the office of the City Clerk. Motion carried unanimously.

**MINUTES**

Chair Leintz asked if there were any changes, additions, or deletions to be made on the Tuesday, October 13, 2009 regular Planning and Zoning Commission minutes.

**MOTION BY** Commission member Kocon, seconded by Commission member Olson to approve the Tuesday, October 13, 2009 regular Planning and Zoning Commission minutes as presented, which a signed copy will be scanned and an electronic copy will be kept on file in the office of the City Clerk.

## **PUBLIC HEARINGS**

### **GUARDIAN ANGELS OF ELK RIVER ELDERLY HOUSING PLANNED UNIT DEVELOPMENT (PUD) CONCEPT PLAN**

Chair Leintz opened the public hearing at 7:02 p.m.

City Planner Brixius presented a concept plan to the Commission members, in which there will be no rezoning issues dealt with during tonight's meeting. Brixius continued by stating in 2005, Council wanted to put a Senior Housing Development within the Albertville city limits. There were approximately four (4) sites identified in Albertville that would be suitable for such a development. The areas included were: the Leuer-Munstertieger site off of CSAH 19; Psyk property also off of CSAH 19; Crow 95 property off of 50<sup>th</sup> Street NE; and, property known as Albert Villas 7<sup>th</sup> Addition off of CSAH 18.

Brixius informed the Commission members of a group known as Schuett Real Estate Group which came before the Planning Commission and City Council in 2007 with a Concept Plan, but did not complete the zoning process. Since then, the Guardian Angels of Elk River have been in contact with City staff in proposing a Concept Plan for a Senior Housing Development to be located on the 14.5 acre parcel known as Albert Villas 7<sup>th</sup> Addition.

The concept plan will provide a variety of elderly housing options and a broad range of services including:

**Congregate Living:** this elderly housing option provides for independent living services and offers age-restricted housing with some limited in housekeeping services and social programs. The first phase of development is intended to be a 47-unit HUD senior living complex. This facility will provide affordable housing options to low income elderly households.

**Assisted Living:** this housing option provides housing along with housekeeping, meals, and limited nursing services for senior households that cannot maintain an independent lifestyle.

**Memory Care:** this specialized housing is for elderly residents that may be affected with Alzheimer's disease or other forms of dementia.

**Care Suites:** the care suites provide skilled nursing for elderly residents that require short-term transitional care following surgery such as hip or heart. The care suites provide a place for recuperation and rehabilitation after leaving a hospital but before returning home.

**Commons/Community Rooms:** central to the Guardian Angels campus is a commons that connects each of the housing components. The commons may provide the following amenities or services to serve the campus residents:

- offices/staffing
- kitchen and dining
- community room
- social and recreational programs
- country store
- coffee shop
- ATM

Brixius explained to the Commission that the applicant is not prepared to submit formal applications for the aforementioned approvals. The applicant at this time is looking for City insight and comment on the land use prior to proceeding with PUD rezoning and detailed construction plans.

Brixius reviewed the history that since 2005, the City Council has expressed a priority of an elderly housing project being located in Albertville. The objective is to provide age restricted housing along with amenities and services that would allow long-time Albertville and area residents to continue to live within the City in which they grew up.

Maxfield Research Inc. was contracted by Guardian Angels to prepare a market study to determine the demand for low-income elderly housing in the Albertville area. The market study identified the primary market area as being Albertville, St. Michael, Otsego, Hanover, and Monticello Township.

Brixius summarized by stating in review of the concept plan, staff offers the following comments regarding the Guardian Angels of Elk Rivers' Senior Housing Concept Plan:

1. County Ditch 9 will need to be re-graded and cleaned.
2. A new cul-de-sac must be constructed at the end of 51<sup>st</sup> Street NE. The Planning and Zoning Commission and City Council should give direction to staff if 51<sup>st</sup> Street NE may end in a cul-de-sac or be required as a through street.
3. Water mains must be looped between 51<sup>st</sup> Street NE and Kassel Avenue NE.
4. Wright County review of the future plat will need to identify right-of-way needs for CSAH 18/Jason Avenue NE.
5. Kassel Avenue NE will need to be reconstructed to meet city design standards. Staff is recommending that the Kassel intersection include a median that replicates the intersection design north of CSAH 18/Jason Avenue NE.
6. Sidewalks shall be required along Kassel Avenue NE from the south property line to CSAH 18/Jason Avenue NE.
7. For the multiple family units of three or more stories, the Zoning Ordinance requires 50 percent or more be of brick or stone or an equivalent material approved by the City. The proposed concept building elevations has a mixture of cement board and brick or stone.
8. The site must be re-graded to eliminate the dirt piles.

9. As the site plan progresses to construction drawings, it shall be forwarded to the City Fire Code Consultant to insure adequate fire protection and access.
10. The project will offer an opportunity to finish the Albert Villas neighborhood and resolve a number of problem items including:
  - a. Final construction of Kassel Avenue NE
  - b. Removal of dirt piles from the site
  - c. County Ditch 9 improvements

Brixius reiterated that the applicant is seeking guidance from the Planning Commission and the City Council as to whether they feel this is a good fit for Albertville and the surrounding neighborhood.

Chair Leintz asked if any Commission members had questions or concerns regarding the proposed Guardian Angels of Elk River Senior Housing Planned Unit Development Concept Plan.

Commission member Kocon expressed concern that the traffic along CSAH 18/Jason Avenue NE has become heavier over the past three (3) years. It takes a fair amount of time to make a left turn into the Albert Villas development or a right turn exiting the area.

Chair Leintz asked if there was anyone in the audience that wanted to share comments or concerns regarding the proposed Guardian Angels of Elk River Senior Housing Planned Unit Development Concept Plan.

Ken Heuring who resides next to the site also expressed his concern regarding the amount of traffic that travels on CSAH 18/Jason Avenue NE. Heuring asked whether the Wright County will be coming to survey CSAH 18/Jason Avenue NE to evaluate the need to widen the street. Staff responded that the County has to review and evaluate the site and building plans. At that time the County will decide if there is a need for a turn lane.

Jereme Carlson's property 10698 49<sup>th</sup> Street NE abuts the proposed site and is interested in the landscaping that will be required. Will the landscaping blend with his backyard or will there be some separation? Mr. Carlson commented on the service road and the potential increase of traffic off of Kassel Avenue NE and behind his residential backyard. Carlson questioned the width of the service road as it appears to be rather narrow. Carlson noticed an area of proof of parking on the site, which appears to butt-up against his backyard. Brixius noted that the proof of parking located near the rear portion of the site is proposed should the need arise for additional parking; however, it appears there is sufficient parking. Carlson asked about what is the affects of City taxes on the property? It was initially proposed as single-family and is now being proposed as a Low-Income Senior Housing Development. With the current struggles Albertville is experiencing with finances will the City collect the same? Staff was unable at this time to answer the concern regarding the proposed property taxes.

The question came up regarding the roadway or path that goes from 51<sup>st</sup> Street NE to the rear of the main structure, which was explained as a trail that will be built to standards that would support a Fire truck.

Chair Leintz closed the public hearing at 7:55 p.m.

After reviewing and discussing the proposed Guardian Angels of Elk River Senior Housing Planned Unit Development Concept Plan, the Commission made the following motion:

**MOTION BY** Commission member Edgren, seconded by Commission member Olson to endorse the Guardian Angels of Elk River Senior Housing Planned Unit Development (PUD) Concept Plan, with staff's recommendations, City Planner's updated report dated October 28, 2009, and; contingent upon City Council approval at the November 10, 2009 Special City Council meeting, at which time the PUD Concept Plan will be presented for Council review and approval. Motion carried unanimously.

## **OTHER BUSINESS**

### **APPOINTMENT OF VICE-CHAIR**

Chair Leintz asked for nominees for Vice-chair since Planning and Zoning Commission member Dorenbush resigned.

It was the consensus of the Planning and Zoning Commission members present to nominate and appoint Commission member Frank Kocon as the Vice-chair.

## **ADJOURNMENT**

**MOTION BY** Commission member Olson, seconded by Commission member Kocon to adjourn the Thursday, November 5, 2009 regular Planning and Zoning Commission meeting at 7:56 p.m. Motion carried unanimously.

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Bridget Miller, City Clerk/Secretary