



PLANNING & ZONING COMMISSION
Tuesday, October 11, 2011
7:00 PM

1. CALL TO ORDER - ROLL CALL – ADOPT AGENDA

2. MINUTES

August 9, 2011 Planning and Zoning Meeting (pages 1-5)

3. PUBLIC HEARINGS

- a. Amendment to the Prairie Run Planned Unit Development for Lots 1-13, Block 2, Prairie Run Addition changing the required setback to accommodate a variety of house designs for these lots (pages 6-10)

4. OTHER BUSINESS

5. ADJOURNMENT

“A quorum of Council members may be present.”



**PLANNING and ZONING COMMISSION
MINUTES
August 9, 2011**

Albertville Council Chamber

7:00 PM

CALL TO ORDER – ROLL CALL

The meeting was called to order at 7:00 p.m.

PRESENT: Chair Frank Kocon, Commission members Natalya Lindberg, Robert Olson, Brian Totman, Dale Edgren and Council liaison Dan Wagner

OTHERS: City Planner Al Brixius, Zoning Administrator/Building Official Jon Sutherland, and City Clerk/Recording Secretary Bridget Miller

ABSENT: none

ADOPT AGENDA

P&ZCMs Olson/Edgren **motioned** to approve the Tuesday, August 9, 2011 agenda as presented, which will be scanned and an electronic copy will be kept on file in the office of the City Clerk. Motion carried unanimously.

MINUTES

P&ZCMs Totman/Lindberg **motioned** to approve the Tuesday, July 12, 2011 regular Planning and Zoning Commission minutes as presented, the minutes will be scanned and an electronic copy will be kept on file in the office of the City Clerk. Motion carried unanimously.

PUBLIC HEARINGS

APPROVE A CONDITIONAL USE PERMIT (CUP) FOR A GARAGE LARGER THAN 1,000 SQUARE FEET IN FLOOR AREA FOR PROPERTY LOCATED AT 10337 52ND STREET NE

Chair Kocon opened the public hearing at 7:03 p.m.

Building Official/Zoning Administrator Sutherland stated that Chris McKellips submitted a Building Permit for an addition to his existing garage. After reviewing the total square footage, the addition will exceed the maximum limit of 1,000 square-feet by 145 square-feet. If Mr. McKellips wants to pursue the addition he would be required to apply for a conditional use permit (CUP) to allow for a garage in excess of 1,000 square feet in an R-1A, Single-family District.

Chris McKellips, the applicant, submitted a Development Review Application to the City for approval of a 509 square-foot addition to the rear of their garage. As staff reviewed Section 100.4.B of the 2005 Albertville City Code/Zoning Ordinance that addresses performance standards for accessory buildings for single-family, the application that has been submitted is in compliance with all required setbacks and lot coverage standards of the R-1A District.

Sutherland went on to explain that CUP for the 509 square-foot garage expansion may be granted provided the following conditions are met:

1. There is a demonstrated need for the structure; there is a need for additional storage space.
2. The accessory building shall be maintained in a manner that is compatible with the adjacent residential uses; it appears compatible and the use is similar.
3. The provisions of subsection 400.2F shall be considered and a determination made that the proposed activities are in compliance with such criteria.

Sutherland commented on No. 1 above with the fact that the applicant has indicated the garage space will be used to store a pickup and boat. In response to No. 2 above, Sutherland stated the location and size of the proposed attached garage blends with the site and should not be out of character with the neighborhood. The garage door is oriented to the rear yard, which raises questions as to how will the tenant access the garage with vehicles. The applicant will drive around the perimeter of the house to park the vehicle and boat in the garage.

In addressing No. 3 above, the City's Comprehensive Plan promotes property owners to reinvest in their homes to make them more livable, maintain housing values and retain residents. This addition is consistent with Comprehensive Plan objectives. The expansion of the garage is allowed within the R-1A District by the approval of a Conditional Use Permit (CUP). Sutherland went on to explain that the total accumulative garage size of 1,145 square feet is under the R-1A maximum footage for an accessory building floor space of 1,150 square feet; therefore, the addition meets the R-1A setbacks and lot coverage standards.

Sutherland noted the building type and standards need to be the same and of similar quality of the existing structure. One area that needs to be corrected in the proposed plan specs in an architectural standpoint is the roof. The applicant is proposing a metal roof, which would be okay provided the current existing roof is metal. The applicant stated the roof was replaced in 2009 with shingles meaning the addition needs to be shingles, which the slope needs to be raised, which will cover a portion of the window.

After reviewing the application, staff feels the proposed addition is in compliance under a CUP with the exception of the metal roof. Staff informed the applicant the roof slope needs to be raised to match the shingles on the main structure. The shingles will require the window along the side will need to be modified or removed to allow for the elevation of the roof. It does not appear to be unreasonable or will detract from the function of the existing dwelling.

Sutherland reported that the City Engineer reviewed the site plan who noticed the property abuts a large wetland to the south. In the City Engineer's report on the garage addition, he has identified that the lowest floor elevation shall be no lower than any prior construction past the foundation top block at the threshold of the rear overhead door.

Sutherland concluded that with staff review the requested CUP is consistent with the City's goal of promoting reinvestment in the City's housing stock. The addition is generally compliant with the zoning standards. Staff recommends approval of the request to build a 509 square-foot garage with the following conditions:

1. The Planning and Zoning Commission and City Council must determine if the combination of both shingle and metal roof on the same single-family home meets the compatibility of the Zoning Ordinance. Staff recommends that the proposed garage roofing must be the same material and consistent with the existing roof on the balance of the single-family home. The roof slope must be increased in order to accommodate shingles and to be compliant with code/specifications.
2. No home occupation or commercial business shall be operated out of the residential garage.
3. The lowest floor elevation shall be no lower than as identified by the City Engineer, and the floor elevation shall be identified to be consistent with the requirement prior to any construction past the foundation top of block (at the threshold of the rear overhead door).

Chair Kocon agreed with the fact that the roof appears to be right up against the window, which seems to have been addressed during the review process. Sutherland commented that he met with Mrs. McKellips who has the current room set up in an office style so covering the window would not be a problem for them.

Kocon went on to identify the exhausts or connections for the mechanical items within the house such as the dryer vent that need to be addressed prior or during construction unless the applicant is okay with the dryer vent goes into the garage. Kocon was not familiar with the standards for those types of exhausts being contained in a building. Kocon wants the dryer vent and other external pipes included in the Resolution when it goes before the City Council.

Sutherland and Brixius wanted to let the Commission members know that the exhaust pipes and other vents along the exterior wall will be addressed when Mr. McKellips submits the Building Permit.

Kocon then opened it up to the rest of the Planning and Zoning Commission to see if they have any questions or concerns regarding the garage addition.

There was the thought as to how the homeowner is going to get the vehicle and boat into the garage as there is no driveway or hard surface to access.

McKellips informed the Commission that he has already been driving around the house or perimeters of the property to park or store the boat behind the current garage. The garage will house the boat you see in the photo and a 1972 pickup. The garage will not be accessed during the winter season as the two (2) pieces will be stored inside. The majority of the access will be during the late spring-summer and early fall.

Members of the Commission expressed concerns with the slope of the roof and the window. Commission member Olson brought up the lowest part of the roof to the ground wondering if kids would be creative and try to climb on top. McKellips reported he is considering putting a retaining wall around the area that would discourage individuals from trying to access the roof.

Chair Kocon opened the public hearing to the general public, which there were no members in the audience that wanted to share comments regarding the proposed Conditional Use Permit for the garage addition to Mr. McKellips house.

Chair Kocon closed the public hearing at 7:34 p.m.

P&ZCMs Olson/Edgren motioned to approve the Conditional Use Permit (CUP) for an attached garage larger than 1,000 square feet in floor area for the property located at 10337 – 52nd Street NE with the City Planner's and Building Official/Zoning Administrator's recommendations in the August 4, 2011 Report that included the following:

1. The Planning and Zoning Commission has determined and City Council must determine that the proposed garage roofing must be the same material and consistent with the existing roof on the balance of the single-family home. The roof slope must be increased in order to accommodate shingles and to be compliant with building code and specifications.
2. No Home Occupation or commercial business shall be operated out of the residential garage.
3. The lowest floor elevation shall be no lower than as identified by the City Engineer, and the floor elevation shall be identified to be consistent with the requirement prior to any construction past the foundation top of block (at the threshold of the rear overhead door).

Motion carried unanimously.

OTHER BUSINESS

City Clerk Miller reminded the members there is a St. Michael Bowling Challenge this Friday, August 12. If there are any other members interested in participating besides Rob let Tina Lannes know by Wednesday. The game is held at the River Lanes in St. Michael that will begin at 5:30 p.m. This year there is a minimal cost of \$5.00 for game and shoes; otherwise, \$3.50 if you have your own shoes. The City Council is looking for more players.

ADJOURN

P&ZCMs Totman/Olson motioned to adjourn the August 9, 2011 regular Planning and Zoning Commission meeting at 7:36 p.m. Motion carried unanimously.

Bridget Miller, City Clerk/Secretary

DRAFT



MEMORANDUM

TO: Larry Kruse
FROM: Alan Brixius
DATE: October 5, 2011
RE: Albertville – Prairie Run Single Family Lots
FILE NO: 163.05 – 11.05

BACKGROUND

Lots 1-13, Block 2 of Prairie Run subdivision were approved in 2004 as a planned unit development (PUD). These lots were designed for a specific, unique housing style (garages in the rear yard). Through the PUD, the City approved the smaller lot sizes, lot widths, and front yard setback flexibility. Additionally, Block 2 is served by a 30 foot private cul-de-sac.

Only three homes were sold and constructed before the housing market downturn. The City acquired Lots 3-6 and 8-13, Block 2 of Prairie Run in a negotiated arrangement with the mortgage holder.

In review of the Prairie Run PUD, it became evident that the original housing design limits the potential market for sales. To provide a broader market appeal, City staff has undertaken a study to define buildable housing pads for each of the lots that may accommodate a variety of house styles.

ISSUES

The following physical constraints define setback and housing performance standards (see Exhibit A):

1. The final plat established the lot sizes and widths.
2. Future neighborhood design must be integrated with the existing three established homes.

3. Wetlands and floodplains along the north and west edges of Block 2 will dictate house styles, first floor elevations, and setbacks from the wetland boundary.
4. The original PUD approved a 17 foot setback from the private street, with all garages located at the rear of the property. To allow for more variety of housing and flexibility in the design of individual lots, our study assumes individual driveways for each lot.

PRAIRIE RUN ALTERNATIVE DESIGN

The attached Prairie Run design alternative illustrates proposed building pads that offer greater flexibility in house design and site access. The conceptual house footprint is 30 feet by 50 feet (1,500 square feet) and the garage is 22 feet by 20 feet (440 square feet). The following setbacks are proposed:

1. **Front Yard Setback.** Twenty feet for the principal structure. This is slightly larger than the 17 foot setback of the original PUD. It will not negatively impact the existing homes. The 20 foot setback will provide for snow storage and traffic sight lines for property owners backing into the street.
2. **Garage Front Yard Setback.** Similar to standards in the Towne Lakes subdivision, we would recommend a minimum 25 foot setback from garage door to the front lot line. This greater setback for garages reduces the visual impact of the garage on the streetscape, provides outdoor parking spaces away from the street, and provides for snow storage.
3. **Side Yard Setback.** The original PUD was approved with 10 foot side yard setbacks. This is acceptable. The lots are generally 75 feet wide, resulting in a 55 foot building pad. If the City wanted to provide additional building area, the Planning and Zoning Commission/Council may consider a 10/5 standard. This would be 10 feet side yard setbacks for the principal building and a 5 foot side yard setback for an attached garage.
4. **Rear Yard Setback.** Lots 3-6, Block 2 back up to County Road 18. The original plat provided a landscaped buffer yard to screen these homes. Consistent with this plat approval, we recommend maintaining a 50 foot rear yard setback from County Road 18.

Lots 8-13, Block 2 have lot depths that extend into adjacent wetlands and drainage ditches. The plat was approved without a designated wetland buffer. As such, we are proposing a minimum structure setback from the wetland boundary. The alternative design proposes a 10 foot structure setback from the wetland boundary. We would also recommend that within the 10 foot wetland setback, vegetation be planted that provides a 10 foot filter strip beyond the wetland boundary.

5. **Building Elevations.** Section 1000.9 of the Albertville Zoning Ordinance establishes the City’s minimum structure elevation as follows:

“1. For structure adjacent to ponds, wetlands, ditches, and other water bodies: all low opening elevations shall be at least two feet (2’) above the 100-year flood level (HWL); all low floor elevations shall be at least one foot (1’) above the normal water level (NWL); all low openings shall be at least two feet (2’) above the emergency overflow (EOF).”

All houses built within this subdivision must meet these structure elevation standards. Due to the wetlands and ditch abutting Lots 8-13, Block 2, these lots may not be eligible for basements.

CONCLUSION

The Prairie Run design alternative illustrates a more traditional neighborhood design that provides flexibility in housing styles and individual lot design. Due to the lot sizes, all structures must meet the following setbacks:

Front Yard:	Principal Structure	20 feet
	Front Setback to Garage	25 feet
Side Yard:	Interior Lot Line	10 feet
	Corner Lot	20 feet
Rear Yard:	Setback From C.R. 18	50 feet
	Setback from Wetland Boundary	10 feet

The City will need to amend the Prairie Run PUD to establish these new setbacks and accommodate alternative housing styles. This process will require a public hearing and Council action.

We would also recommend negotiating a sale of Lot 13, Block 2 with Majestic Builders. They should examine the lot with the aforementioned new standards to determine if it meets their needs. This first home may spark interest in the balance of the properties.

c: Bridget Miller
Adam Nafstad
Mike Couri
Jon Sutherland

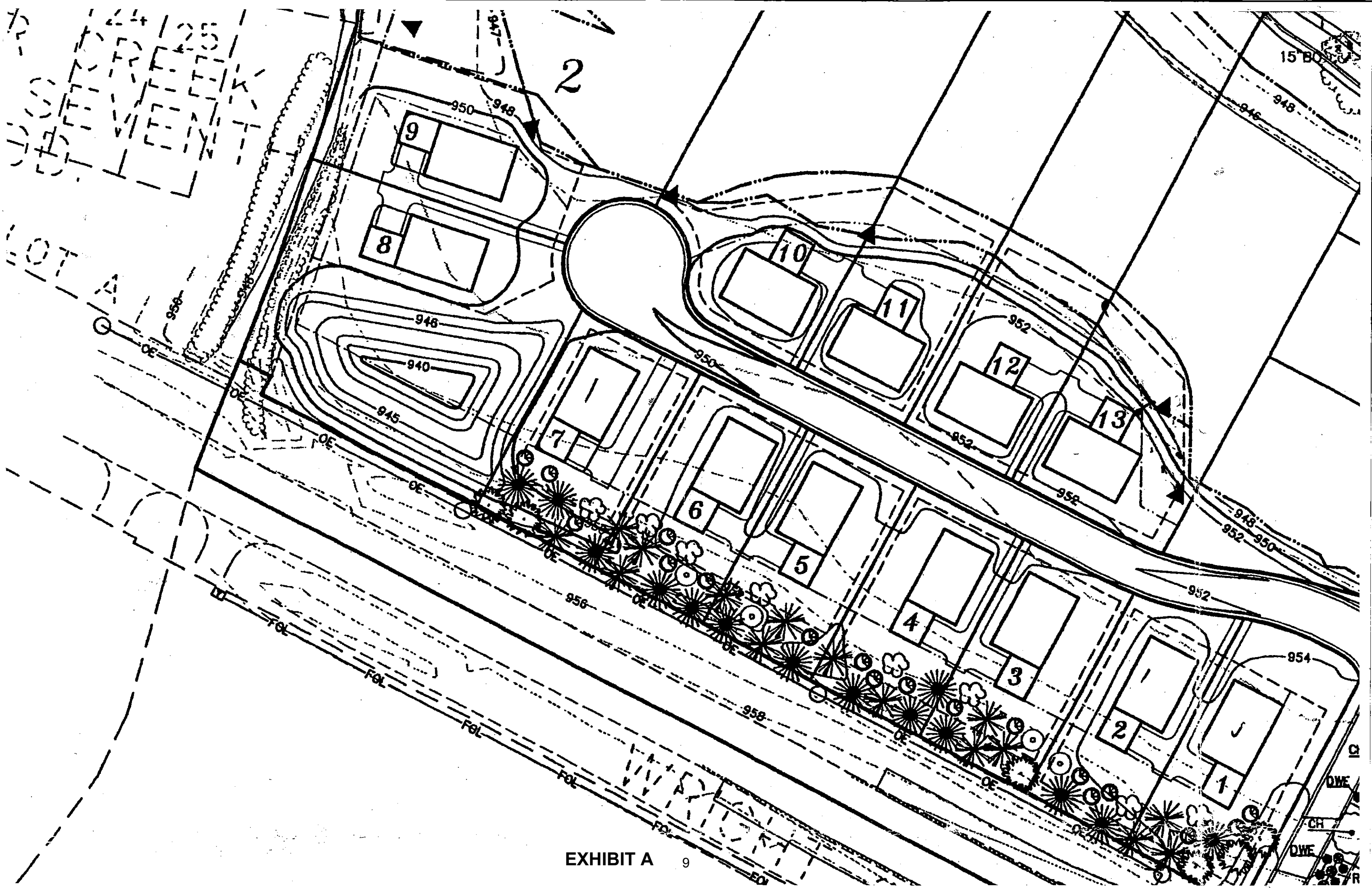
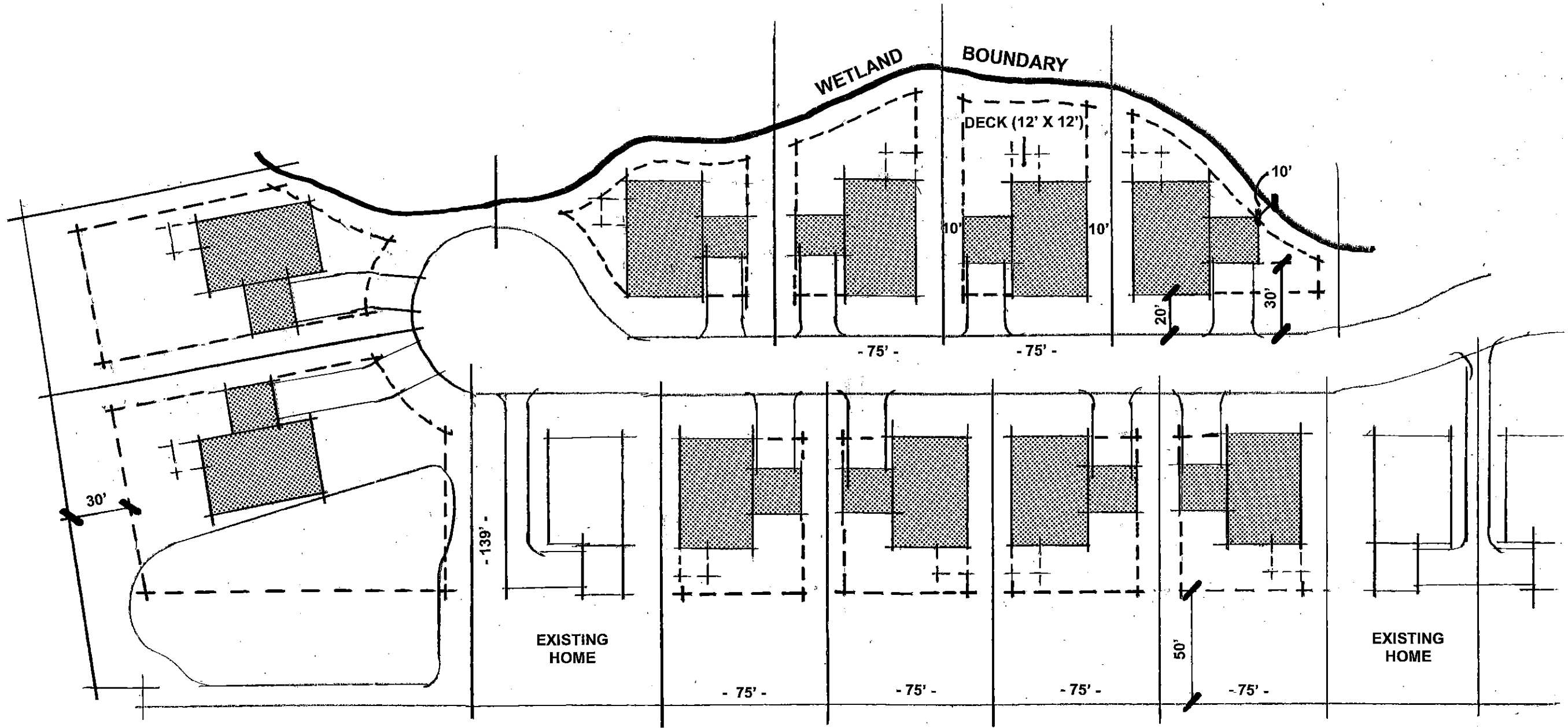


EXHIBIT A

DEPICTED HOME SIZE - 1,750 SF (SLAB ON GRADE)



1" = 50'

PRAIRIE RUN DESIGN ALTERNATIVE