



**UNAPPROVED
PLANNING and ZONING COMMISSION
APPROVED MINUTES
February 15, 2012**

CALL TO ORDER

Chair Kocon called the meeting to order at 7:02 p.m.

ROLL CALL

Commissioners Kocon, Lindberg, Olson, Totman, and Edgren were present. Council representative Dan Wagner was absent.

Staff members present: City Planner Al Brixius, and Zoning Administrator/Building Official Jon Sutherland.

APPROVAL OF AGENDA: The agenda was approved as submitted.

APPROVAL OF MINUTES: October 11, 2011

Totman moved, second by Lindberg to approve the October 11, 2011 meeting minutes with the correction that Dale Edgren was in attendance and was not absent. Motion carried unanimously.

PUBLIC HEARINGS: None.

REPORT FROM STAFF: City Planner Al Brixius introduced a Visioning Study and Goal Setting Report that was authorized by the City Council to undertake. Brixius added a 3 page handout to the packet as follows;

TABLE 1- POPULATION, HOUSEHOLD, HOUSEHOLD SIZE.

TABLE 3 – AGE CHARACTERISTICS 1990, 2000, 2010.

TABLE 4 - MEDIAN AGE 1990, 2000, 2010.

Housing Units by Type 2000 – 2010.

Brixius introduced and reviewed the background and history behind the Visioning Study. In December 2011, the City Council approved the undertaking of a community visioning study intended to identify the issues and opportunities that city will face with regard to land use, transportation, utilities, and community services over the next 20-30 years.

The Vision Study was identified as a tool to for the City Council to identify and prioritize future land use, development ambitions and community investments for the City. The Council will

collectively define the City's vision for the next 20-30 years, providing direction to staff with regard to community priorities, policies, and goals.

Brixius reviewed his report and the maps, handouts, graphics, the history of the subdivisions in the City, and discussed the amazing population growth over the last 20 years. He posed the questions - What do we want to do with the remaining land? How should we look at future growth, and uses for the land. Brixius stated we should be proactive for industrial growth if we want to have a balanced community.

F. Kocon questioned Brixius as to why the industrial development has lagged behind the city's residential and commercial growth.

Brixius responded by saying that many issues effect industrial growth. Based on the conversation with the property owners in northwestern Albertville the lack of the C.R. 19 interchange has reduced the viability of the land in this area of the community for industrial and commercial growth. The southwest industrial park it may be the lack of large industrial lots. The city's lots along 52nd street range in size from 2 to 3 acres. This may deter development interests. Economic Development is very competitive among cities as such the Albertville will need to define its program for economic development marketing and potential incentives.

Brixius discussed the social profile and the changes from the 1990's to the 2010 stating there has been a slight reduction in the work force. He discussed life cycle housing and that as we mature we should consider more live cycle housing and that with the visioning process we will discuss more about the housing types and programs due to the cycle. Brixius commented that a vacancy rate about 5% is normal.

Sutherland commented that foreclosures affect the vacancy rate and questioned if the 5% included foreclosures. Brixius responded that the statistics are based on the census, the visioning process will ask questions and seek input and this issue will be evaluated with the process.

Brixius reviewed the zoning and discussed the larger undeveloped properties in the city and explained various access and development issues that impact them such as ingress, egress, adjacent uses, street layouts and future connections. He noted the visioning would include seeking input from neighboring communities and understanding the adjacent zoning, uses, connections and transportation issues.

Brixius identified the steps in the Visioning Process and explained the planning commission and the City Council's roles in the Visioning Process.

The Council has approved the work program as noted in the staff report. Brixius noted the Planning Commission will be an integral part to this visioning process.

Brixius reviewed the inventory process and stated the inventory will give the Council and the Planning Commission a snapshot of existing conditions within the City providing a base of information by which future plans can be made. It will provide a basis for identifying community

issues and opportunities. The inventory will be gathered using existing City map information and the 2010 Census.

Brixius discussed the Tactics Interview process; NAC will conduct 30-45 minute interviews with City staff members Property Owners, and the City Council and Planning Commission to identify community issues and opportunities. NAC will prepare an Issues and Opportunity Summary and Issues Map. This summary will identify both majority and minority opinions on each topic issue. This information will be shared with each interview participant.

Brixius reviewed Workshops and Goal Setting. NAC will conduct a workshop with the Council, Commission and staff to review the Issues and Opportunities Summary to identify the most pressing concerns and goals for the City and rank them in priority order. The workshop group will also be asked for ideas to implement the identified goals.

The community priorities will be added to the Issues Summary Report. NAC will work with staff to prepare a summary of the next steps for implementing the community goals. The City Council will be asked to review the final document and formally adopt the document as the foundation for future decisions. The process gives everyone a voice, both individually and collectively, in defining the future vision for Albertville

Brixius inquired about scheduling times for appointments for interviews, it was determined that commissioners should contact Bridget Miller, and or Jon Sutherland for scheduling interviews.

OTHER BUSINESS None

ADJOURN

Totman moved, second by Olson to adjourn the meeting at 7:36 p.m. Motion carried unanimously.

Jon Sutherland Recording Secretary