



**JOINT CITY COUNCIL  
PLANNING & ZONING COMMISSION MEETING  
Tuesday, June 12, 2012  
7:00 PM**

**1. CALL TO ORDER - ROLL CALL – ADOPT AGENDA**

**2. MINUTES**

May 8, 2012 Planning and Zoning Meeting (pages 1-2)

**3. PUBLIC HEARINGS**

None

**4. OTHER BUSINESS**

2012 Albertville Visioning Study Review (pages 3-8)

**5. ADJOURNMENT**



**UNAPPROVED**  
**JOINT PLANNING AND ZONING COMMISSION / CITY COUNCIL WORKSHOP**  
**MINUTES**  
**May 8, 2012**

**1. CALL TO ORDER**

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

**2. ROLL CALL**

Commissioners Kocon, Lindberg, Olson, Totman, and Edgren were present. Council members Mark Meehan, Jillian Hendrickson, John Vetsch, Dan Wagner and Larry Sorensen were present.

Staff members present: Alan Brixius, Jon Sutherland, Adam Nafstad, Mike Couri, Tim Guimont, and Tina Lannes.

**3. APPROVAL OF AGENDA:** The agenda was approved as submitted.

**4. APPROVAL OF MINUTES:** April 10, 2012

**Olson moved, seconded by Edgren to approve the April 10, 2012 minutes. Motion carried unanimously.**

**5. PUBLIC HEARINGS:** None.

**6. OTHER BUSINESS**

Following the approval of the Planning Commission minutes, City Council and attending City staff members divided into small groups to review the draft May 3, 1012 Albertville Vision Study that identified the issues and opportunities that Albertville faces in planning its growth over the next 20 years. Upon presentation of the issues and opportunities, Mr. Brixius asked each small group to identify their priorities for the community looking forward to the next 20 years. The priorities should address land use, development quality, transportation needs, infrastructure issues, desired community amenities, and financial investment.

The small groups discussed these issues for the next two hours, preparing a list of priorities for the City. At the conclusion of the small group discussions, each small group presented their list to the larger assembly. Workshop participants were then asked to rank the identified items by priority for the City to pursue. The results of the final priorities are listed as follows:

**PROJECT PRIORITIES FROM MAY VISIONING WORKSHOP**

Votes

- 14 Complete I-94/County Road 19 freeway access Phases I and II
- 13 Extension of water under County Road 18 to the golf course
- 8 Develop senior housing with services
- 7 Maintain small town character of Albertville
- 6 Keep guided commercial and industrial land use patterns and zoning as is
- 4 Clean up yards and outdoor storage in residential neighborhoods
- 4 Redevelop Main Avenue homes north of 57<sup>th</sup> Street to commercial uses
- 3 Maintain high standards for commercial buildings through architecture, site design, landscaping and screening
- 3 Upgrade County Road 19 between the Outlet Mall and 70<sup>th</sup> Street
- 3 Construct a trail along County Road 18 between Kahl Avenue and Janson Avenue to provide access to the High School
- 2 Upgrade Albertville wastewater treatment facility to address phosphorous removal
- 2 Investigate programs or ordinances to maintain aging housing stock
- 2 Investigate means to reduce SAC/WAC charges to promote economic development of hospitality businesses

**7. ADJOURN**

**Totman moved, second by Olson to adjourn the meeting at 10:05 p.m. Motion carried unanimously.**

---

Alan Brixius, Acting Recording Secretary



## **MEMORANDUM**

TO: Albertville Mayor and City Council  
Albertville Planning Commission  
Albertville City Staff

FROM: Alan Brixius

DATE: June 7, 2012

RE: Albertville – Visioning Study

FILE NO: 163.16

At the May workshop, the City Council, Planning Commission and City staff reviewed the visioning issues and opportunities draft of May 3, 2012 and outlined goals and priorities for the City. The following is a summary of that meeting outcome. We have outlined goals and recommendations to correspond with the format of the visioning document for ease of review.

### **Small Town Atmosphere**

The preservation of Albertville’s identity and small town atmosphere was identified as a community goal. Contributing to this goal will be the following elements:

1. Enhance the areas surrounding Albertville interchange ramps which serve as a gateway to the City.
2. Maintain and develop attractive residential neighborhoods.
3. Maintain and develop high quality commercial areas.
4. Improve Main Avenue streetscape.

### **Pace of Growth**

Albertville is becoming a fully developed community. The City is comfortable in having the market determine pace of growth. However, the following objectives will be pursued:

1. Infill development of existing platted residential lots with homes that share the same quality and value of adjoining homes.
2. The City can be patient with larger undeveloped tracts of residentially zoned land. With a limited supply of residential zoned land, the City can wait for a preferred development.
3. The City will maintain its current planned commercial land use pattern and zoning.
4. As the community continues to age, it will focus on five year capital improvement planning to maintain, renovate, or replace deteriorating public infrastructure.

## **Residential**

Most of the visioning participants were complimentary of Albertville's housing stock. The following recommendations were offered to address future housing needs:

1. Limit multiple family development to locations currently zoned for multiple family land uses. No new locations have been identified for multiple family land use.
2. The City is very concerned with the amount of residential rental properties in the City. There is specific concern for the conversion of owner-occupied single family and townhome units to rental. The City will continue to enforce its rental ordinance and property maintenance regulations on all rental properties to insure the properties stay in proper repair.
3. The City has identified senior housing with services as a priority need within the community. The City will work with senior housing providers to address this local need.
4. The Visioning Study has indicated that the majority of Albertville's housing is less than 20 years old and is in very good condition. However, the study has also identified scattered sites where housing is showing its age or deterioration. While it is not an immediate priority, the City may consider the following programs to address sites of poor housing condition:
  - Vacant Building Ordinance (existing)
  - Rental Ordinance (existing)
  - Point of Sale Ordinance
5. Excessive outdoor storage on scattered sites through the City was identified as a detriment to the adjoining neighbors. Promotion of yard cleaning and regulation of outdoor storage were recommended through code enforcement.

6. Through the five year capital improvement programming, include the replacement of bituminous trails located in residential front yards with concrete sidewalks.

## **Commercial**

1. The City was comfortable with the size and location of the City's commercial areas as identified in the Albertville Proposed Land Use Plan.
2. The visioning participants indicated that the City should be patient with infill commercial development to insure proper access, quality site design, and quality architecture. Maintaining high design and construction standards related to architecture, site design, and landscaping was recommended.
3. With regard to older buildings, the visioning participants indicated the City should be supportive of the reuse of these buildings, but the City would maintain the fire sprinkler requirements of Regulation 1306.
4. Site access will drive the timing and quality of commercial development. The Visioning Study identified a number of locations where improved street access is needed to facilitate commercial development. The City will promote private interest to cooperate in providing this street access. The City's role in these street connections will be as a facilitator.
5. Downtown Albertville has been a target of criticisms for its appearance, however, in the scope of the entire community, it has been identified as a low priority project. The Visioning Study identified improvement options the City may pursue when opportunities become available.
6. The following commercial uses have been identified as desired in Albertville:
  - Additional hospitality businesses, hotels, sit down restaurants, conference centers
  - Big box retailer
  - Lumber yard

## **Industrial**

1. The Vision Committee agreed with the size and location of Albertville's industrial guided land.
2. The City should aggressively market and promote the sale of its City owned industrial lots. Primary focus shall be the retention and in-place expansion of Albertville's existing industries.

## **Economic Development**

1. The Vision Committee recognized that Albertville is well situated for commercial growth due to its access to I-94 and proximity to the Twin Cities Metropolitan Area. To become more aggressive, the recommendations of the Vision Study will be pursued.

## **Public Facilities**

In examining public facilities, the following recommendations and priorities were identified:

1. The extension of municipal water to the golf course was identified as a top priority for the City. This public improvement would allow for the golf course clubhouse expansion to accommodate larger events, banquet facilities, and community events. The water extension is necessary to provide proper fire protection.
2. The completion of Phase I C-D road and I-94/County Road 19 interchange has been a longstanding priority for the City which will be completed in Fall 2012. The Vision Committee identified the completion of the Phase II ramp as a high priority.
3. With the completion of the C-D road and I-94, the City has also identified the need to update County Road 19 from the Outlet Mall to 70<sup>th</sup> Street as a City priority.
4. The City will need to upgrade its wastewater treatment plan to address the following:
  - Expanding the capacity to treat solids.
  - Reduction of phosphorous to meet MPCA guidelines.
5. The City has identified retaining and expanding the Ice Arena in Albertville as a priority. The City will work to identify options for the physical layout of the Ice Arena and financing that can be cooperatively pursued with other Ice Arena participants.

## **Finance**

In planning and budgeting, the City must recognize all of its operational, capital and debt expenses in establishing its annual budget and considering new projects. The City needs to balance taxes and revenues with debt, services and capital improvements to

replenish enterprise funds. This may require the City to re-prioritize the timing of future projects.

## **PROJECT PRIORITIES FROM MAY VISIONING WORKSHOP**

### Votes

- 14 Complete I-94/County Road 19 freeway access Phases I and II
- 13 Extension of water under County Road 18 to the golf course
- 8 Develop senior housing with services
- 7 Maintain small town character of Albertville
- 6 Keep guided commercial and industrial land use patterns and zoning as is
- 4 Clean up yards and outdoor storage in residential neighborhoods
- 4 Redevelop Main Avenue homes north of 57<sup>th</sup> Street to commercial uses
- 3 Maintain high standards for commercial buildings through architecture, site design, landscaping and screening
- 3 Upgrade County Road 19 between the Outlet Mall and 70<sup>th</sup> Street
- 3 Construct a trail along County Road 18 between Kahl Avenue and Janson Avenue to provide access to the High School
- 2 Upgrade Albertville wastewater treatment facility to address phosphorous removal
- 2 Investigate programs or ordinances to maintain aging housing stock
- 2 Investigate means to reduce SAC/WAC charges to promote economic development of hospitality businesses

## TEN YEAR PROJECTS

I-94 / County Road 19 Interchange  
County Road 19 North  
50<sup>th</sup> Street Improvements / Sewer and Water  
2012 Overlay and Seal Coat  
Main Street

Ice Arena Expansion  
Waste Treatment Plant (Phosphorous Reduction)  
Waste Treatment Plant (Pond Removal)  
Waste Treatment Plant (Digester/Reed Beds)

Green Haven Utility Improvements  
57<sup>th</sup> Street Storm Sewer Improvements  
Barthel Industrial Park Ditch  
County Ditch 9 Improvements / Clean Out

Fiber Optic Connections Between City Hall, Public Works, Fire Hall, Ice Arena

New Community Playfield North of Waste Treatment Plant  
Economic Development Incentives

Sewer and Water Extension to Golf / Jason Redevelopment  
Trail Improvements along County Road 18

Stormwater Pond Cleaning