

**CITY OF MONTROSE
200 CENTER AVENUE SOUTH
MONTROSE, MINNESOTA 55363
PLANNING & ZONING COMMISSION
MINUTES
OCTOBER 18, 2006**

Pursuant to call and notice, the Montrose Planning and Zoning Commission met in regular session on Wednesday, October 18, 2006.

Those present were Commissioners, Roy Henry, Alfred Mohring, Cory DeWitte, Paul Turner and Keith Roseen. Bob Kirmis, city planner Justin Kannas, city engineer, Charles Nelson, mayor and Barb Swanson, city administrator were also present. Commissioner Smallwood and Hackenmiller were absent.

Commissioner Hackenmiller arrived at 7:04 PM

Agenda

Motion by Morhing, seconded by Turner, to approve the agenda as presented. Carried 6-0.

Approval of Minutes

Motion by DeWitte, seconded by Hackenmiller, to approve the September 20, 2006 minutes with the correction made to commissioner DeWitte's name on page two (2). Carried 6-0.

Public Hearing - AUAR

The Public Hearing Opened At 7:05 PM

Gina Mitchell, representing Bolton & Menk presented a slide show reviewing the Alternative Urban Areawide Review Study.

The presentation covered the points and information made in the memorandum provided by Bolton & Menk dated September 26, 2006. (See attached) Highlights that were discussed included Ultimate Land Use Plan, Inventory Data and Development Framework.

Kirmis, city planner, reviewed the existing land use plan vs. the proposed updated land use plan. Kirmis stated that the comprehensive plan has a direct relationship to the AUAR study. Kirmis informed the commission that this would be the opportune time to work with the AUAR and update the land use plan.

Kirmis stated that this would include a more detailed transportation plan; less industrial areas, designated park search area and a change to the proposed Vitaldyne site. This site is documented as industrial on the maps provided but would need to be changed to public/semi public land use.

Mitchell reviewed the transportation revisions that are being proposed which included access management, geometric design, roadway functional class and maps that support the information that was reviewed. Mitchell provided the commission with updated information that would need changes made in the AUAR proposal, which included the access spacing guidelines for Wright County roadways in Montrose and the access spacing guidelines for MN/Dot roadways in Montrose. This would specifically affect Trunk Highway 25, changing the proposal from a major collector functional class to a minor arterial functional class. Mitchell also included information on future development proposal for the City of Montrose. If the city should initialize the AUAR study, no development proposals would be reviewed during this process. The approximate timeline is 10 months.

Mitchell informed the commission of the AUAR process stating that if Planning and Zoning decides to recommend approval to the council with the amendments that were discussed at the meeting then the next step would be for city council approval and last to formally initialize the AUAR study.

Mayor Nelson stated his concerns regarding industrial property. Nelson felt there should be more Industrial property available specifically along the railway.

Kirmis stated that typically land use plans calls for approximately 10% of the developable land be dedicated to industrial use.

Hackenmiller stated that he is very pleased with this plan and felt that the proposed industrial area would be very close to that 10% guideline.

Maren Leuer - Developer for the Herzog property addressed the commission in the form of a letter that was included in the packet requesting exclusion from the AUAR. Leuer stated that since the Herzog Property has already been annexed into the city and is almost surrounded by residential development, it seems like the most logical land use would be the development they are proposing.

Justin Kannas, city engineer, stated that this is a 40-acre parcel with 80 proposed units; it would not have a significant impact on the AUAR. Kannas recommended excluding the Herzog property from the AUAR study.

Roseen informed staff that the park located on County Road 110, part of The Preserves development is not referenced on the AUAR map.

Nick Nowacki addressed the commission regarding the possible expansion of the AUAR study area. Nowacki also questioned how the boundary of the study area was determined.

Nelson informed Nowacki that the boundaries were decided between the city and the township.

Kirmis addressed the AUAR map study area stating that the area would be reviewed periodically. The map is a changeable map, amendments can be pursued.

Mitchell stated that the AUAR could also be amended if needed.

Nowacki questioned the time frame of that process.

Mitchell stated that it would depend on the complexity of the project.

Joe Lemmerman, developer of several projects in the City of Montrose addressed the commission regarding the Epple property and the Miller property. Both sites are proposed to be included in the AUAR study.

Swanson asked the commission to address the Miller property stating that this site has already been annexed and is on the Planning agenda for concept review in November.

Kannas, city engineer recommended that the Miller property be excluded from the AUAR study area. This property would not have any negative impact on the AUAR study.

DeWitte stated that no other developments should be excluded from the AUAR study area after the October 18, 2006 Planning and Zoning meeting.

Kirmis gave a brief overview of the changes proposed to the AUAR study area.

Mitchell recommended that the Planning and Zoning Commission recommend approval of the comprehensive plan amendment to the City Council.

Motion by DeWitte, seconded by Henry, to recommend approval of the AUAR study with changes as listed: To exclude the Herzog and Miller properties, add the park for The Preserves development, change the land use from industrial to public/semi public for the previously proposed Vitaldyne site and change the functional class of Trunk Highway 25 from major collector to minor arterial. Carried 6-0.

The Public Hearing was closed and a recess was called at 8:13PM

The Meeting reconvened at 8:20PM

Herzog - Concept Review

Maren Leuer presented the commission with the concept review for the Herzog property.

A discussion was held regarding expectations of this development.

A discussion took place regarding the proposed park area dedication.

Swanson stated that the proposed park area is not very accessible to the public.

Kirmis stated that the developer could donate the land for the trail along with cash contribution or possibly have the developer construct the trail.

Mike Leuer, developer, stated that this land does meet the park dedication requirements.

A discussion was held regarding Lot 5 and 6 of block 6. These lots would require a variance. They do meet the lot area requirements however, they do not meet the lot depth requirement.

Justin Kannas reviewed the city engineer's comments that were presented.

Bob Bean, developer's engineer, requested that the commission advise them of changes they would like to see to the preliminary plat.

A timeline for the project was discussed. Mike Leuer stated that he thought providing the housing market was good, houses could be constructed by next July.

The Planning and Zoning Commission stated that they would like to see the following changes to the Herzog property proposal:

- Possible arch bridge to outlot A from the trail, this would help with access concerns for the public.
- Mitigated wetland plans
- Include the surrounding developments on plat to see how the existing park areas match up to this proposal.
- Actual tree study/preservation plan.
- Example house plans for lot 5&6 of block 6.
- Park land vs. the actual useable land.
- Land amounts - trail land vs. outlot A.
- Sidewalks on one side of the streets including the cul-de-sac.
- The developer should meet all of the FD requirements.
- Construction of the trail.

- Consider option of trail land donation with cash contribution
- Provide commission with an example of what the proposed park area could be used for.

Public Hearing - Temporary/Seasonal Outdoor Sales

The Public Hearing Opened at 9:05 PM

Kirmis reviewed the proposed ordinance amendment establishing regulations for temporary/seasonal outdoor sales in the City of Montrose.

A discussion was held regarding fees for non-profit organizations.

Swanson stated that no fee has been set. The fee would be established by the City Council.

The public Hearing Closed at 9:10 PM

Motion by DeWitte, seconded by Turner, to recommend approval of the amended ordinance establishing regulation for temporary/seasonal outdoor sales in the City of Montrose. Carried 6-0.

Adjournment

Motion by Morhing, seconded by DeWitte, to adjourn at 9:12 PM.
Carried 6-0.

Author: Kristine M. Richter
City of Montrose

Barbara C. Thwing-Swanson
Administrator/Clerk/Treasurer