

TO: Planning Commission Members
Honorable Mayor and City Council Members
FROM: Shawn Wetterlin, Building/ Zoning Official
DATE: June 8th, 2017
RE: Meeting Minutes,
Tuesday, June 6th, 2017

The Planning Commission met at 5:30 p.m., on Tuesday, June 6th, 2017 in the City Council Chambers at City Hall. The Following members were present: Donald Smith, Jerry Steffes, Dave Hanifl, Linda Larson, and Richard Wieser. Building/ Zoning Official, Shawn Wetterlin was also in attendance. Mani Edpuganti, Patti Dockendorff, and City Council Member Brian Krenz were not in attendance.

1. The meeting was called to order by Chairman, Smith. The meeting minutes of May 2nd, 2017 were approved as distributed by consensus of all present Planning Commission Members.
2. The Planning Commission of the City Zoning Authority held a public hearing at the La Crescent City Hall, 315 Main Street, in said City on Tuesday, June 6th at 5:35 o'clock P.M. this hearing was tabled at the property owners request from the meeting on May 2nd, 2017 to consider the application for a conditional use permit to allow for an "Alternate elevation method other than the use of fill to elevate a structure's lowest floor above the Regulatory Flood Protection Elevation" in a flood fringe area in an R-1A zoned district. The conditional use request concerns certain premises situate in said City described as follows, to wit: parcel number 25.1834.000 more commonly identified as 790 Shore Acres Road, La Crescent, MN.

The Public Hearing opened with the applicant presenting their request.

Planning Commission acknowledge a letter from Sheila Garrity, 794 Shore Acres road.

The Public Hearing was then closed as no member of the public wished to be heard.

Motion was made by Steffes, seconded by Wieser to recommend to the City Council to approve the Conditional Use Permit for "Alternate elevation method other than the use of fill to elevate a structure's lowest floor above the Regulatory Flood Protection Elevation" with two conditions.

- a. The home owner sign the non-conversion form allowing City staff to inspect the flood openings to insure they are operational
- b. The lower level only be used for storage.

Upon roll call vote, all members present voted in favor in the following order with the majority of the Planning Commission voting for the motion as proposed.

Wieser – Yes
Larson – Yes
Hanifl – Abstain
Steffes – Yes
Smith - Yes

In recommending that the motion be approved, the Planning Commission referenced the following findings of fact.

- a. The enclosed area is above grade on at least one side of the building.
- b. The enclosed area is designed to internally flood.
- c. The enclosed area is constructed with flood resistant materials.
- d. The enclosed area is used solely for storage.
- e. Complies with FEMA and DNR designs and regulation.

A question was raised concerning the integrity of the existing footing and foundations. The applicant will check with their engineer to be certain that is no issue.

3. The Planning Commission reviewed the draft Downtown Planning document and time line. Chairman, Don Smith met with the Downtown Economic Development Committee on June 5th to review the draft Downtown Planning document. A hardcopy was given to each EDC member for their edits and comments.

Consensus by all Planning Commission members to call for a public Hearing on July 11th at 5:30 p.m. to have a joint meeting with the Economic Development Committee and also invite the Chamber to review the final draft Downtown Planning document with possible adoption on August 1st.

4. Chairman, Don Smith gave an update on the developer that was considering developing the Race Track property. There was discussion on having the City have a market study completed identifying demand, type of housing and projection. It was also recommended that the study include interviews with Mayo, Gundersen, LHI, and Wieser Brothers Construction.

Motion by Larson, seconded by Wieser to recommend to the City Council that a market study be completed for the development of the Race Track property "not to exceed \$14,500 with a recommendation to recover 1/2 the cost of the study in the development agreement with the successful developer.

Upon roll call vote, all members present voted in the following order with the majority of the Planning Commission voting for the motion as proposed.

Larson – Yes
Wieser – Yes
Hanifl – No
Steffes – No
Smith – Yes

The following information was considered in making the recommendation.

Site Specific Residential Housing Analysis would answer the following questions:

- + What is the target market for new homes that could be met by the specific site?
- + What is the ideal lot sizes and 'successful concept' for this specific site?
- + What is the mix of housing types that would work together on the site? ie. Single family, duplex, multi-family.
- + What is the target price range of lots that the market will support?
- + What is the competitive market and in what segments is there oversupply or undersupply?
- + What is the price range and style of homes will be most successful in the market?
- + What are the unique advantages of La Crescent
- + What might be the best way to market the specific site? Popular amenities that might be included.
- + What is the likely build-out rate?

Reasons to do a site specific housing study.

- + Ability to attract developers to a likely successful project
- + Ability for City to make good decisions on sewer and water connections
- + Ability to show funding sources the likely build out rate
- + Consultant connections to successful potential developers
- + La Crescent has previously participated in marketing studies on grocery, senior housing and hotel
- + Recommended market consultant is respected area company with broad connections and work experience
 - + Recommended market consultant, Maxifield Research, Golden Valley, has worked with Cities, Counties, EDC's, HRA's, EDA's, MPA/MPO's and private developers.
 - + A study will take 60 to 75 days so having one done now means it will be available when we absolutely need it.
 - + We can recover the 1/2 the cost of the consultancy in a subsequent development agreement with the successful developer

5. Chairman, Smith gave an update on the Shoreland, Floodplain and other zoning updates.
6. Linda Larson reviewed the Bicycle Friendly community report Honorable mention.
7. Congratulations to Dick and Sheila Wieser on receiving the Saint John XXIII Award, the highest non-academic award bestowed by Viterbo University!!

The next Planning Commission meeting will be on July 11th, 2017.

Meeting Adjourned at 7:30 p.m.

Respectfully, Shawn Wetterlin