



CITY OF LA CRESCENT
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TO: Planning Commission Members
Honorable Mayor and City Council Members
FROM: Shawn Wetterlin, Building/Zoning Official
DATE: March 7, 2018
RE: Meeting Minutes,
Tuesday, March 6th, 2018

The regular monthly meeting of the Planning Commission met at 5:30 p.m., on Tuesday, March 6th, 2018 in the City Council Chambers at City Hall. The Following members were present: Patti Dockendorff, Jerry Steffes, Linda Larson, Dave Hanifl, and Jason Ludwigson. Future member Annie Stoecklein was in attendance. City Administrator, Bill Waller, and Building/ Zoning Official, Shawn Wetterlin were also in attendance. City Council member Brian Krenz was not in attendance. Richard Wieser and Donald Smith were not in attendance.

1. The meeting was called to order by Vice Chair, Larson. The meeting minutes of February 13th, 2018 were approved as distributed by a consensus of the Planning Commission Members.
2. The Planning Commission held a public meeting at the La Crescent City Hall, 315 Main Street, in said City on Tuesday, March 6th at 5:35 o'clock P.M. to consider the application for a variance to allow for the construction of a house addition five feet from the front property line when the zoning code calls for twenty five feet from the property line. The variance request concerns certain premises situate in said City described as follows, to wit: more commonly identified as 604 South 4th Street.

The Vice Chair called the public meeting to order.

The Building Official gave an overview of the variance request.

The applicant Mike Lavoy presented his variance request.

Members of the Planning Commission questioned the applicant about his request.

The Vice Chair closed the public meeting with no member of the public to speak on the matter.

The Commission discussed the variance request.

Motion was made by Steffes to approve the variance request to allow the addition five feet from the front property line with the following conditions:

- a. Remove existing front steps along South Fourth Street

- b. Remove one existing tree on South Fourth Street in front of new addition
- c. Any future boulevard trees should be placed out of potential sidewalk setback

Upon a roll call vote, all members present voted in favor of the motion as proposed.

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

- a. The request will not alter the essential character of the locality because the new addition will not encroach further into the front setback than the existing house.
 - b. The addition would not be retained if the home were to be demolished, allowing for the re-establishment of zoning required setback.
 - c. The property owner proposes to use the property in a reasonable manner permitted by the zoning ordinance in residential areas to wit, residential housing.
 - d. No concerns have been registered from neighbors.
 - e. The request is in harmony with the general purposes and intent of the ordinance and consistent with the comprehensive plan by improving the housing stock of the city as remainder of the home is structurally sound and in good repair.
3. 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, March 6th, 2018 at 5:45 o'clock P.M. to consider the application for a preliminary plat. The preliminary plat request concerns certain premises situate in said City described as follows, to wit: Parcel number 251261002, Houston County, better known as 1108 Spruce Drive, La Crescent.

The Vice Chair called the public meeting to order.

The Building Official gave an overview of the preliminary plat request.

The developer Mike Sexaur presented the preliminary plat request. Mike Sexaur is proposing to build a single family home on lots one and three. When the Final Plat review takes place, he will also be applying for rear yard setback variance of ten feet for lot number three, and a garage variance for lot four. The current ordinance calls for a garage space of 540 square feet for each apartment unit, he will be proposing a smaller garage.

Members of the Planning Commission questioned the developer about the request.

The following persons spoke on the matter:

Mary McDonald, 1020 Balsam Avenue
Nancy Wohlert, 1024 Spruce Drive
Jerry Darling, 1024 Spruce Drive

The Chair closed the public meeting with no additional member of the public wished to speak on the matter.

The Commission discussed the preliminary plat request.

Motion was made by Hanifl to recommend to the city council approval the preliminary plat request with the following conditions:

1. The Final Plat needs to show the locations of the water and sewer connections.
2. The applicant complies with all applicable federal, state and local regulations.
3. A utility plan, storm water plan, site grading plan/erosion control plan will be prepared by owner and reviewed and approved by the City's Engineer.
4. Additional easements required by private utility companies, if any, should be platted. All proposed utility conduit crossings must be shown on the final plans. All related private utility fees shall be paid by the Developer.
5. Drainage and utility easement will be needed between Lot four (4) and 1, 2 & 3.
6. Water shuts off's will need to be located in easement.
7. Driveway easement for Lot 3 shall be identified on the final plat.
8. Engineer must show zero Impact on storm water.
9. Needed Easements shall be dedicated to the City on the final plat.
10. All building setbacks shall be identified on the final plat.
11. No site work shall be commenced until after approval of final plat.
12. All easements of record are to be identified and located on final plat.
13. Building construction style and materials will comply with City ordinances.
14. Add a screening fence between Lot four (4) and 1, 2 & 3.

Upon a roll call vote, all members present voted in favor of the motion as proposed.

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

- a. The request will not alter the essential character of the locality.
 - b. The property owner proposes to use the property in a reasonable manner permitted by the zoning ordinance in residential areas to wit, residential housing.
 - c. No concerns have been registered from neighbors.
 - d. The request is in harmony with the general purposes and intent of the ordinance and consistent with the comprehensive plan by improving the housing stock.
 - e. Approval will not create any adverse impacts on public infrastructure.
 - f. Sufficient utilities services exist in this area to support the development
4. The Planning Commission held a public hearing at the La Crescent City Hall, 315 Main Street, in said City on Tuesday, March 6th, 2018 at 5:45 o'clock P.M. to consider the application for a zoning change. The zoning change request concerns certain premises situate in said City described as follows, to wit: Parcel number 251261002, Houston County, better known as 1108 Spruce Drive, La Crescent. The applicant is requesting to rezone lots one, two and three from R-3 Multi- Family Residential to R1-B Traditional Low Density Residential along South 11th Street.

The Vice Chair called the public hearing to order.

The Building Official gave an overview of the district zoning change request.

The developer, Mike Sexaur, presented the district change request.

Members of the Planning Commission questioned the developer about the request.

The following persons spoke on the matter:

Mary Mc Donald, 1020 Balsam Avenue

The Vice Chair closed the public hearing with no additional member of the public wishing to speak on the matter.

The Commission discussed the district zoning change request.

Motion was made by Dockendorff to recommend the city council approval of the zoning district change request to rezone lots one, two and three from R-3 Multi-Family Residential to R1-B Traditional Low Density Residential along South 11th Street.

Upon a roll call vote, all members present voted in favor of the motion as proposed.

In recommending that the motion be approved, the Planning commission referenced the following findings of fact:

- a. The request will not alter the essential character of the locality.
 - b. The property owner proposes to use the property in a reasonable manner permitted by the zoning ordinance in residential areas to wit, residential housing.
 - c. No concerns have been registered from neighbors.
 - d. The request is in harmony with the general purposes and intent of the ordinance.
 - e. The R1-B zoning abuts other R1-B single family zoning across the street.
 - f. The Comprehensive Plan recognized the need for multiple forms of housing and improving housing inventory.
 - g. The request is in harmony of the neighborhood.
 - h. It's reasonable use for the land.
 - i. The current use of single family housing and adjoining single family housing is consistent with the proposed changes.
 - j. The lots are too small to build Multi Family.
 - k. Previous meetings with neighbors identifying concerns about larger buildings, which have been addressed.
 - l. The zoning change is responsive to the neighbors.
5. The Planning Commission reviewed a preliminary sketch of the proposed Horse Track Meadows (Race Track) development.

Building Official gave an overview of the Platting process stating that the sketch review is not required nor is it required to give published notice. The sketch review is an informal review. When the city receives application for a preliminary plat, district zoning change or final plat a public hearing is required with public postings and publishing to a 350 foot radius of the parcel.

The developer Mike Sexaur presented the Sketch review. He is considering a Planned Unit Development (PUD) that would be financed through the chapter 429 Special Assessment process.

The Planning Commission reviewed the summary of the Maxfield Housing Analysis report from Septmeber 2017, which shows demand for 120 housing units through 2025.

The Planning Commission made the following suggestions:

Consider focusing on sustainability, green space, renewable energy, a unique development and a second entrance for the proposed development.

6. The Planning Commission discussed a 2018 work plan. Vice Chair, Larson will bring back some priorities at a later date.

Bill Waller, City Administrator provided an update on several ongoing city activities.

7. The Planning Commission reviewed the power point presentation regarding County Road 6 Utility Extension from a March 1st presentation from WHKS. This was for informational purposes only.

The next regular scheduled Planning Commission meeting will be on April 3rd, 2018 at 5:30 p.m.

Meeting Adjourned at 6:55 p.m.

Respectfully submitted,
Shawn Wetterlin, Building/Zoning Official