



## ALBERTVILLE PLANNING COMMISSION

TUESDAY, JUNE 11, 2024

### APPROVED MINUTES

ALBERTVILLE CITY HALL 7:00 PM

#### 1. CALL TO ORDER – ROLL CALL – ADOPT AGENDA

Chair Buhrmann called the meeting to order at 7 pm.

Maeghan Becker conducted roll call.

**Present:** Chair Buhrmann and Commissioners Anderson, Pinski and Council Liaison Zagorski.

**Absent:** Smith and Huggins.

**Others Present:** City Planner Al Brixius, Building Permit Tech Maeghan Becker, Albertville resident Beatrice Roden and her daughter Brenda Hamacher, and Sean Graham with Insite Real Estate.

**Motioned by Anderson, seconded by Buhrmann to approve the agenda as submitted. Ayes: Buhrmann, Anderson, and Pinski. Nays: None. Absent: Huggins and Smith. MOTION DECLARED CARRIED.**

#### 2. MINUTES

**Motioned by Anderson, seconded by Pinski to approve the April 9, 2024, Planning Commission meeting minutes as presented. Ayes: Buhrmann, Anderson, and Pinski. Nays: None. Absent: Huggins and Smith. MOTION DECLARED CARRIED.**

#### 3. PUBLIC HEARINGS

**Public hearing to consider a development application of Insite Development Services LLC. for a PUD /B-2A zoning map and text amendment, PUD Development Stage Site and Building plan for the development of a 10,000 sq. ft. commercial daycare at 5953 Labeaux Avenue NE in Albertville.**

Brixius informed commissioners that InSite Development Services LLC is proposing three lot subdivision, a zoning map and text amendment to change the zoning on the site from B-2A to PUD/ B-2A and a PUD development stage site and building plan for the construction of a 10,000 square foot Kindercaare daycare facility, at 5953 Labeaux Avenue NE.

The following applications are required:

1. Subdivision
2. PUD Zoning
3. PUD Development State Site and building Plan Approval

For the subdivision, the application has indicated that the preliminary and final plat was not complete for the June Planning Commission meeting and that the final plan will be ready for the July Planning Commission meeting date. After reviewing the site plan approval of the lot combination is recommended to be approved with the following conditions:

1. The B-2A District requires a lot area of 1 acre and lot width of 150 feet. The proposed lot layout lot results in a new lot that exceeds the lot area and width requirement of the B-2A zoning district.
2. The proposed daycare building exceeds the required B-2A zoning district setbacks. A concept plan showing proposed building and parking lot layouts for the eastern two lots is needed to demonstrate the required setbacks and building placement.
3. The preliminary plat requires the submission of a grading and drainage plan for the entire plat. To demonstrate that drainage and stormwater management will work for the entire subdivision. The submitted site plan provided grading plan for just the daycare site. Without the plat grading plan concerns exist as to the build out of the plat and drainage patterns flowing to the southwest into the adjoining single family neighborhood. The grading plan must show finish grades for each lot, drainage patterns and stormwater retention for commercial development build out.
4. The utility plan illustrates services to the eastern two lots along their west lot lines. Concept site plans are needed to illustrate building placement and utility locations.
5. The utilities are located within the private street. The plat must show drainage and utility easements over plat utilities and drainage ponds.
6. Lot access will be via a private street, the plat and new daycare must be part of the Albertville Plaza association that contributes to the maintenance, repair, and replacement of the private street. Association membership is also required for the street maintenance. A shared access easement must be place over the private streets in Albertville Plaza 1st , 2nd, and 3rd Addition to the benefit to each lot in these plats.

For this development to have a private street, this must be approved as a PUD> The following items must be addressed:

1. The proposed action has been considered in relation to the specific policies and provisions of and has been found to be consistent with the official city comprehensive plan.  
Comment: The Albertville Proposed Land Use plan guides the subject site for commercial land uses. The proposed PUD/B-2A zoning district will allow for the subdivision of the site to provide for the creation of three commercial lots. The B-2A district in combination with the PUD is consistent with the guided land use for the area.
2. The proposed use is or will be compatible with present and future land uses of the area.  
Comment: The current project is an extension of the Albert Plaza 1st and 2nd addition. The Albertville Plaza planned for the extension of their private street and public utilities for this property. The proposed daycare and future commercial development is consistent with the commercial development in the balance of Albertville Plaza and along County 19.  
The plat also abuts Parkside 4th Addition single family neighborhood. The applicant is locating the Kindercare daycare is proposed on the west lot along the residential neighborhood. This commercial land use and the site design will be compatible with the adjoining neighborhood.

3. The proposed use conforms with all performance standards contained herein.  
Comment: Additional information is required to evaluate the development for the entire site. The Daycare facility will be evaluated later in this report.
4. The proposed use will not tend to or actually depreciate the area in which it is proposed.  
Comment: The proposed land use will be compatible with the adjoining commercial land use along County Road 19. The site is separated from the residential neighborhood to the west. Proper site design and screening will not depreciate the area.
5. The proposed use can be accommodated with existing public services and will not overburden the city's service capacity.  
Comment: The City has capacity within its utilities and to accommodate the proposed three lot commercial subdivision.
6. Traffic generation by the proposed use is within the capabilities of streets serving the property.  
Comment: The proposed subdivision will be accessed by a private street extending from Albertville Plaza 2nd Addition to County Road 19. This requires the following conditions being met.
  1. The establishment of a shared access easement over the proposed private street in all Albertville Plaza Additions.
  2. The lots in Albertville Plaza 3rd Addition join the Business Association of Albertville Plaza.

The Change in zoning to PUD/B-2A district, is needed to facilitate the commercial development of this lot consistent with the City's land use plan. The proposed change in zoning meets the zoning criteria and may be approved.

Brixius went over the PUD development stage plan review along with the exhibits:

1. Lot Area and Setbacks
2. Parking
3. Loading
4. Trash enclosure
5. Outdoor Lighting
6. Fence
7. Building/Architecture
8. Landscape plans
9. Utilities
10. Grading/Stormwater

In conclusion, the applicant will be submitting the revised preliminary plat for the July Planning Commission which will include the following:

1. The Applicant shall provide a concept plan showing building location and parking lot layout for each lot.
2. The subdivision submission must include a grading and stormwater management plan that establishes finish grades for all the lots. Stormwater calculations based on projected hardcover and stormwater management improvements for the entire subdivision.
3. Shared access easement over the private street and maintenance agreement over the private street. Shared access easement must be extended into the previous Albertville Plaza subdivisions.
4. The lots in the 3rd Addition must be members of the Albertville Plaza association to ensure long-term maintenance of the private streets.

5. The subdivision must provide easement over the utilities and the stormwater ponds.

Staff is recommending that the PUD zoning and the site and building plan application be continued until the July planning commission meeting to allow the requested zoning, plat, and site plans to be reviewed with all the needed information:

1. Submission of the Preliminary plat and development plans including grading and drainage plan, Utility plan for the entire plat.
2. Submission of a concept plan showing building locations and parking lot layouts for each of the lots in the plat.
3. Applicant shall identify the types and sizes of delivery vehicles serving the daycare and plan showing the truck maneuvering through the daycare parking lot.
4. Submission of the construction details of the trash enclosure for the daycare
5. Submission of the fence and gate details for the daycare.
6. Exterior lights on the west side of the daycare building shall have the light source shielded from the houses to the west.
7. Ground mounted or rooftop mechanical equipment on the daycare building shall be screened from view of adjoining properties and streets.
8. The landscape plan and grading plan for the daycare site must provide tree preservation fencing located at the dripline of the boundary line trees prior to start of grading.
9. The applicant shall provide a cross section showing the view shed between the homes and commercial daycare building.
10. Grading and Utility plan shall be subject to the review and approval of the City Engineer.

Commissioners discussed emergency vehicle response room in the proposed development. Brixius said there will be no emergency response issues.

Commissioners asked who owns the private roads. Brixius responded the association of the Albertville Plaza first, second and third addition.

Commissioners discussed the lot lines, dimensions of the lot, and the fencing and screening that will be in place along with the play area location.

Commissioners asked about the garbage enclosure and Brixius stated that they do not have the details on that yet, but they will by the July planning commission meeting.

Sean Graham approached the podium and informed Commissioners that he would like to address their concerns. Brixius mentioned that there was concern on the elevation on lot two being significantly higher than the private road that would be installed, but there is a pretty significant berm on the proposed lot two and it is about 15ft high currently and they are proposing to build on the low spot of the lot so they are designing that lot per the city's request.

Graham also mentioned that Insite is only to purchase lot three currently, and not interested in purchasing the other lots at this time.

Commissioners discussed the other two vacant lots and if this could possibly sit vacant for a while.

***Motioned by Anderson, seconded by Pinski to open the Public Hearing. Ayes: Buhrmann, Anderson, and Pinski. Nays: None. Absent: Huggins and Smith. MOTION DECLARED CARRIED.***

Beatrice Roden, the owner of the other two lots, and her daughter Brenda approached the Commissioners. They informed that they are not looking to hold on to the other two lots and they would like to see them developed. Brenda asked if any zoning changes are happening to the lot tonight, Brixius responded that there are no zoning changes happening tonight and it will be continued to the July 9<sup>th</sup> Planning Commission meeting.

***Motioned by Pinski, seconded by Anderson to table the Public Hearing until the next Planning Commission meeting date on July 9<sup>th</sup> 2024. Ayes: Buhrmann, Anderson, and Pinski. Nays: None. Absent: Huggins and Smith. MOTION DECLARED CARRIED.***

#### **4. OTHER BUSINESS**

Commissioners discussed the following with Brixius:

1. AVA/Medart
2. Long Haul Trucking
3. East side of the Outlet mall
4. Discussed the association dues of this new project involving Insite and Beatrice Roden along with Goodyear, the Dollar Tree and Culvers

#### **5. ADJOURNMENT**

***Motioned by Buhrmann, seconded by Pinski to adjourn the meeting at 7:56pm. Ayes: Buhrmann, Anderson, and Pinski. Nays: None. Absent: Huggins and Smith. MOTION DECLARED CARRIED.***

Respectfully submitted,

*Maeghan Becker*

Maeghan Becker, Building Permit Tech