



ALBERTVILLE PLANNING COMMISSION

TUESDAY, JULY 9, 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, Huggins, Smith, Pinski and Council Liaison Zagorski.

Absent: None.

Others Present: City Planner Al Brixius, Building Permit Tech Maeghan Becker and Sean Graham with Insite Real Estate.

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

2. MINUTES

Motioned by Buhrmann, seconded by Pinski to approve the June 11, 2024, Planning Commission meeting minutes as presented. Ayes: Buhrmann, Anderson, Huggins, Smith and Pinski. Nays: None. Absent: None. MOTION DECLARED CARRIED.

3. PUBLIC HEARINGS

Public hearing to consider a development application of Insite Development Services LLC. for a and Preliminary Plat entitled Albertville Plaza 3rd Addition, 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.

- **Planning Report and Exhibits**
- **Engineer's Review Comments**
- **County Review Comments.**

Brixius reminded commissioners that the public hearing was tabled at the last planning commission meeting on June 11, 2024 for Kindercare Daycare Albertville Plaza 3rd Addition.

Brixius went over the planner's report dated July 2, 2024. The applicant is proposing a 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 state site and building plan for the construction a 10,000 square foot daycare facility called KinderCare which require the following applications:

1. Subdivision
2. PUD Zoning
3. PUD Development Stage sit and Building Plan Approval

Brixius went over the Exhibits of the proposed development with Commissioners. The applicant has submitted a preliminary plat for a three-lot subdivision that will be accessed through a private street connection from the Albertville Plaza. Brixius went through items and staff comments talking about lots and setbacks, streets and grading/stormwater and utilities.

After review of the landscaping plan, staff recommends approval with the following conditions:

1. The landscape and grading plans provide tree preservation fencing along the drip lines of the existing trees at the northwest portion of the site to prevent compaction of the roots of these trees.
2. The landscape plan and grading plan be revised to relocate the conifer trees along the west boundary to the up-slope area of the site to break up the building mass.
3. Lighting on the west side of the building must be 90 degrees cut off light fixtures with extended hoods to shield the light source from the homes to the west.

After review of the Albertville preliminary plat subdivision staff recommends approval with the following conditions:

1. City approval of the Albertville Plaza 3rd Addition B-2A/PUD zoning district over the entire development site.
2. A private street easement over the lots must be prepared by the applicant that defines the location and configuration of the private street. The street easement must allow shared access to all the lots in Albertville Plaza 1st, 2nd, 3rd Additions. The street easement shall be recorded simultaneously with the final plat.
3. All lots within the Albertville Plaza 1st, 2nd, and 3rd Additions shall be members of a business association that jointly manages and maintains the private streets.
4. The applicant shall provide a copy of the business associations document that outline the terms for the management and maintenance of the private street and any common owned amenities.
5. The plat proposes right in/right out curb cut onto county road 19. The curb cut will require an access permit from the County and subject to the County requirements.
6. The plat grading and drainage plan shall be subject to the review and approval of the City Engineer.
7. The utility plan shall be subject to the review and approval of the City Engineer.
8. Potable water and fire suppression will require separate service line and valves leading into the building.
9. All minor utilities shall be installed and located in a joint trench.
10. The plat shall provide utility easements over all utilities, drainage ways and stormwater ponds serving the plat, the size and location shall be subject to the review and approval of the City Engineer.
11. The applicant shall enter into a development agreement with the City for the required site improvements and the installation of the public utilizes and private street.

Based on the findings of the PUD/B-2A zoning, staff is recommending approval based on the following conditions:

1. Uses allowed in the B-2A/PUD district shall be the same as the B-2A base zoning district.

2. Setbacks in the B-2A/PUD district shall be same the B-2A district except the building setback shall be a minimum of 20 feet from the back of the curb of the private street. Parking setback shall be a minimum of 10 feet from the back of the curb of the private street.
3. The lots within the Albertville Plaza 3rd Addition shall be a member of a business association responsible for the management and maintenance of the private street and common owned amenities.

After review of the PUD/B-2A site and building plan, based on the building plan set dated December 5, 2023, an the civil plans dated May 14, 2024 for the KinderCare daycare on Lot 3 Albertville Plaza 3rd addition, staff recommends approval with the following conditions:

1. Approval of the Albertville Plaza 3rd Addition Plat and its B-2A/PUD zoning district.
2. Increasing the center and northern burb cut into Lot 3 to 30 feet to allow for ease of truck movements through the Daycare parking lot.
3. Applicant shall provide a construction detail for the trash enclosure demonstrating compliance with the zoning code standards.
4. The site or building plans shall show the location of all ground mounted or rooftop mechanical equipment and its screening from view of adjoining properties and streets.
5. The landscape and grading plans provide tree preservation fencing along the drip lines of the existing trees at the northwest portion of the site to prevent compaction of the roots of these trees.
6. The landscape plan and grading plan relocated the conifer trees along the west boundary to the up-slope area of the site to break up the building mass.
7. Lighting on the west side of the building must be 90 degrees cut off light fixtures with extended hoods to shield the light source from the homes to the west.
8. Grading and utility plan shall be subject to the review and approval of the City Engineer.

Brixius discussed that the two proposed lots that are not going to be developed right away will also have to follow this proposed zoning district and they will also be apart of Albertville Plaza 3rd Addition association. They will also be responsible for the maintenance of the private streets and common areas. Commissioners discussed that Culvers is Albertville Plaza 1st, and Good Year is Albertville Plaza 2nd.

At the last meeting, the applicant only had a grading plan for the KinderCare site, not the entire development. We now have a grading plan for the entire site which gives staff an idea of how the site will generate storm water and where the ponds will be located and how they will be managed.

Brixius went over the grading, utility and parking plan with the commissioners.

Commissioners discussed who is to maintain the utility through private roads. Brixius said we require a drainage and utility easement where city staff can go in and repair as public utility and the property owner or association would repair the street.

Commissioners discussed the private street versus public streets throughout Albertville.

Commissioners discussed the grading plan for all the lots, Brixius stated that Insite will be grading the KinderCare lot, and the other two lots will be graded once they are developed.

Commissioners discussed the current owners of the lot and are concerned they do not fully understand that until the two other lots are developed, they will be responsible for the private roads. Brixius stated that they are hoping they can work with the association on an alternative for the financial obligations. Brixius stated that the family's attorney will be looking out for the best interests of the family and will work with the association contracts.

Commissioner Smith removed herself from the meeting at 7:30pm unexpectedly.

Commissioners discussed who would be responsible for the two lots that would not be developed. Brixius informed that the owner of each lot would be responsible for the maintenance, in regards to weeds, of their own lots.

Commissioners discussed the right-in turn lane, which will be put in by the developer and if it will impact lot 1 setbacks. Brixius said yes, if there is additional right-of-way that is required that will adjust the property line and that would be addressed in the final plat. Also, there is a trail area that would need to be considered also.

Commissioners discussed what the traffic flow and the daycare occupancy might be with the proposed daycare.

Sean Graham with Insite Real Estate informed commissioners that they have been working on the by-laws and maintenance agreements with the owner of the property and the current association members.

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

Motioned by Huggins, seconded by Anderson to approve the Preliminary Plat entitled Albertville Plaza 3rd Addition, 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 with the conditions listed in the July 2, 2024, planners report. Ayes: Buhrmann, Anderson, Huggins and Pinski. Nays: None. Absent: Smith. MOTION DECLARED CARRIED.

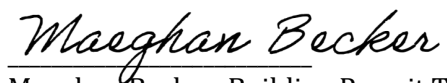
4. OTHER BUSINESS

None.

5. ADJOURNMENT

Motioned by Anderson, seconded by Pinski to adjourn the meeting at 7:41pm. Ayes: Buhrmann, Anderson, Huggins and Pinski. Nays: None. Absent: Smith. MOTION DECLARED CARRIED.

Respectfully submitted,


Maeghan Becker, Building Permit Tech