



CITY HALL

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P.O. Box 378
Winona, MN 55987-0378
FAX: 507/457-8212

September 3, 2014

Planning Commissioners
Winona, Minnesota 55987

Dear Commissioner:

The next meeting of the Planning Commission will be held on **Monday, September 8, 2014, at 4:30 p.m. in the Council Chambers** of the Winona City Hall.

1. Call to Order
2. Minutes – July 28, 2014
3. Public Hearing – Revised Final Plat – Valley Oaks Seventh Subdivision
4. Appointment of Nominating Committee
5. Other Business
6. Adjournment

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Moeller".

Mark Moeller
City Planner

PLANNING COMMISSION MINUTES

DATE: July 28, 2014

TIME: 4:30 p.m.

PRESENT: Chairman Porter, Commissioners Boettcher, Ballard, Davis, L. Olson, Hahn, Buelow and Fritz

ABSENT: Commissioner M. Olson

STAFF PRESENT: City Planner, Mark Moeller

The meeting was called to order at 4:30 p.m. by Vice Chair Hahn.

Approval of Minutes – July 14, 2014

The minutes from the Commission's meeting of July 14, 2014 were reviewed and upon motion by Commissioner L. Olson and second by Commissioner Davis were unanimously approved as submitted.

Revised Site Plan – Automotive Enterprises Inc.

Vice Chair Hahn called on Mark Moeller, City Planner, to provide a staff overview of this item.

Mr. Moeller stated that during the Commission's meeting of June 23rd, it had held a public meeting to consider a site plan for the proposed new GM auto dealership site to be located at the present Cornerstone Community Church property on Service Drive. Following review, approval of the plan was granted subject to two conditions including:

1. The submittal of a revised landscape plan for the planned "buffer" to be located along the westerly side of the development. This buffer is proposed to include a "berm" with associated landscaping. The purpose and intent of this berm being to provide a visual buffer between the auto dealership and the adjoining Johnstones residential development located to the west. The Commission had also requested that the developer consult with abutting residential property owners in developing the plan.
2. Submittal of a plan showing "where" required off-street employee parking will be provided for the new development. In part, this condition was based upon concerns from residents of the adjoining residential neighborhood that if employee parking was not provided "on-site", employees may park on streets within their neighborhood.

Given the previous, the applicant has submitted plans including:

1. An amended landscape plan, prepared in consultation with Winona Nursery. As noted, the plan now incorporates a diversity of “mostly” evergreen plant species. Again, these plants would be located on top of a planned 3 – 4 foot high berm to along the westerly side of the development. Mr. Moeller noted that if the Commission should approve of the landscape plan as presented, it was recommended that it be tied to a couple of conditions including:
 - The perpetual maintenance and replacement (when necessary) of plant materials shown on the plan. Additionally, any effort to remove the planned buffer would need to be preceded by Planning Commission approvals in accordance with review provisions of the site plan ordinance.
 - No plant materials may be placed within the 20 foot wide utility easement that flows parallel with/adjacent to the westerly property line of the redevelopment site. Mr. Moeller noted that in consultation with the developer, he had met with adjoining property owners in developing the landscape plan.

2. Mr. Moeller explained that per City Code requirements the minimum parking standard for auto sales/service facilities is one space per 800 square feet of building accessible to the general public. As proposed, the new building will include a gross area of 22,000 square feet. Of this total, building plans indicate that approximately 60 percent would include service repair, private office, parts storage, and other amenities that would generally not be accessible to the public. With this, the 1 per 800 sq. ft. standard would apply to the balance of 8800 square feet, or a technical requirement of 11 spaces. He noted that the revised plan shows a total of 26 parking spaces located between the proposed new GM dealership and existing building.

Along with the previous, the revised plan does reflect a larger stormwater detention pond footprint than was shown on the original plan and an expanded auto display area into Service Drive right-of-way. The larger pond is a result of more refined stormwater planning for the site, while the planned petitioners’ use of Service Drive is a product of a license agreement recently approved by Council, for the action.

At this point, Chairman Porter entered the meeting.

Commissioner Fritz noted that during initial discussion of the site plan, the applicant had committed to moving dumpsters to the east side of the site. Although he did not see this on the amended plan, he asked if this was still being considered. He also noted that the new plan indicates 6 spaces added to current green space adjacent to the entrance into the dealership. Given that little green space was being defined as part of

PLANNING COMMISSION MEETING MINUTES

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the new development, he asked if it was necessary to compromise this area for additional auto parking.

Andrew Dahl, representing Automotive Enterprises, LLC, noted that his company has tried to incorporate additional green space throughout the new development but has found this challenging on the basis that the site is somewhat small. Notwithstanding that, he noted that he would take a look at the area referenced by Commissioner Fritz, with an effort to maintain present green space in that area. Given the sites location on a hillside, he asked if display areas would be established on lawns as they are on the dealership across the street. Mr. Dahl replied that this was not the intent.

Commissioner Davis commended Mr. Dahl and the immediate neighborhood in coming together in ironing out differences relative to this site plan.

Commissioner Buelow asked if there was still a plan to construct a path along the west side of the site. Mr. Dahl replied that there was not. In part, this relates to the fact that if not owned by the City, his company would be responsible for long term liability and maintenance. Outside of that, he emphasized that should the City be interested in constructing a path in this location, his company would be more than willing to discuss it.

Following further discussion, it was moved by Commissioner Boettcher and seconded by Commissioner L. Olson to approve the site plan as submitted. The intent of this motion was to include those site plan conditions recommended by staff in the staff report.

When the question was called, the vote of the Commission was unanimous to approve the motion.

Adjournment

There being no further business to come before the Commission, the meeting was adjourned.

Mark Moeller
City Planner

PLANNING COMMISSION

AGENDA ITEM: 3. Public Hearing--Revised Final Plat--Valley Oaks Seventh Subdivision

PREPARED BY: Mark Moeller

DATE: September 8, 2014

BASE DATA

Petitioner: Richard Barbour, LaCrosse, WI

Property Owner: Rivers Development and Construction

Location: Exhibit A – This plat represents the last known subdivision proposed for the Valley Oaks Residential Development.

Area: Approximately 21.5 acres

Zoning: R-1.5 (One to Four Family Residential)

Existing Use: Undeveloped (vacant)

Proposed Lots/Use: Exhibit B. The plat proposes to develop single family detached homes on lots 1 and 7 (immediately entering the plat). The remaining 68 lots would be used for twin home structures. The plat also includes two Outlots (A and B). Outlot A would be devoted to promoting access to a planned stormwater detention pond located southerly of the Outlot, while Outlot B would serve to meet stormwater management needs within the plat. Finally the plat would serve to dedicate approximately 1900 lineal feet of right-of-way for public street purposes. Of this total, the majority would serve to extend Valley Oaks Drive while a small segment would be devoted to a new street entitled "Valley Oaks Lane".

Required Lot Size: 7000 square feet/dwelling unit

Required Frontage: 30 feet (per variance approval 7/16/14)

Required Front, Rear, & Side Yards: Front: 25 feet
Rear: 40 feet
Side: 8 feet applicable to the “unattached” side of proposed dwelling units

Proposed Lot Sizes: Extremes range between 7,000 and 20,000 square feet with the majority falling in the 8,500 to 10,000 square foot range.

Proposed Lot Frontages: Range between 30 and 93 feet.

Utilities: All of the development will be served by City sanitary/storm sewer and water lines. Plans for these were submitted with the final plat. Following the City’s full review and approval of these facilities, the project applicant is responsible for their funding/construction.

Proposed Public Dedications: All street right-of-way will be dedicated to the public.

Although a city park is not part of this proposal, two park dedications (totaling approximately 6.5 acres) did occur in the first two phases of the Valley Oaks Development. At present, the development also includes a total of 195 dwelling units. If the current proposal is approved, that number will increase to 265 units. The City Subdivision Ordinance, recommends that the City strive to meet a “neighborhood park” standard of 4 acres of land for every 1,000 population. In presuming an average occupancy ratio of 2.6 persons per household, a total population of 689 persons is projected for the Valley Oaks area. With this projection, park land acreage within the development now exceeds recommended standards.

SUBDIVISION HISTORY

Following the preparation of a required Environmental Assessment Worksheet (EAW), and a subsequent finding that the project would not result in significant environmental affects, a preliminary plat and zoning schedule was approved for the total development (June, 1986). This was followed by final plat submittals/approvals for subdivisions

PLANNING COMMISSION

3. PUBLIC HEARING – REVISED FINAL PLAT – VALLEY OAKS SEVENTH SUBDIVISION

SEPTEMBER 8, 2014

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numbered 1-6 as well as the Townhouse Subdivision during the 1986 to 1993 time frame. In 2003, a final plat was approved for the Seventh Subdivision (Exhibit C) with the purpose of creating 39 single family building lots. However, given reduced demands for new single family home sites during the recent recession, the plat was not recorded. The project remained dormant to early this year when the applicant/property owner came forward with a proposal to modify the plat to facilitate twinhome (vs. single family) detached use.

Given the change in project scope, a request to change zoning (R-1 to R-1.5) of the Seventh Subdivision was approved by Council in April of this year. This action was followed by Board of Adjustment approvals (July 16, 2014) permitting dwelling lot frontages to be reduced to a minimum of 30 feet (vs. the 65 foot required for one family dwellings) and zero clearance setbacks for one side of homes, to facilitate the twinhome concept. This was followed by submittal of the revised final plat on August 25th. It is noted that although the plat is being modified, its overall “footprint” remains consistent with the recent rezoning action.

DISCUSSION

Given the previous, all proposed lots will meet technical requirements of underlying zoning, and approved variances for the use, currently proposed.

In considering this plat, the Planning Commission, as the Street Naming Committee, must also approve of new street names. In this role, the Commission should ensure that new names:

“Do not duplicate, or closely approximate any existing street names in the City of Winona/City of Goodview. Within well-defined areas or subdivisions, consideration should also be given to the development of specific themes for proposed street names.”

The proposed “new” name of Valley Oaks Lane would be consistent with the overall street naming theme within Valley Oaks and does not duplicate current names found within Winona or Goodview.

Given discussion occurring during consideration of the recent zone change for the development, concerns were expressed relating to potential storm water drainage impacts onto lower elevations of the Valley Oaks Development. In addressing these concerns, and as required by City Code Chapter 68 Stormwater Management, the developer did submit a stormwater management plan that is, along with utility main plans, presently being reviewed by the City Engineer. His recommendations of these plans will be provided during the Commission’s hearing.

RECOMMENDATION

Approval of the plat is recommended, subject to the following:

1. The City Engineer's full certification of proposed stormwater and utility plans.
2. Dedication provisions of the final plat do not appear to specifically dedicate planned street right-of-way to the City. The plat should be corrected to show this.

Attachments

Valley Oaks 7th Subdivision

EXHIBIT A



This map was compiled from a variety of sources. This information is provided with the understanding that conclusions drawn from such information are solely the responsibility of the user. The GIS data is not a legal representation of any of the features depicted, and any assumptions of the legal status of this map is hereby disclaimed.

August 2014

VALLEY OAKS SEVENTH SUBDIVISION WINONA COUNTY, MINNESOTA

NORTHEAST CORNER
SEC. 11, T106N, R7W,
BRASS CAP COUNTY
MONUMENT

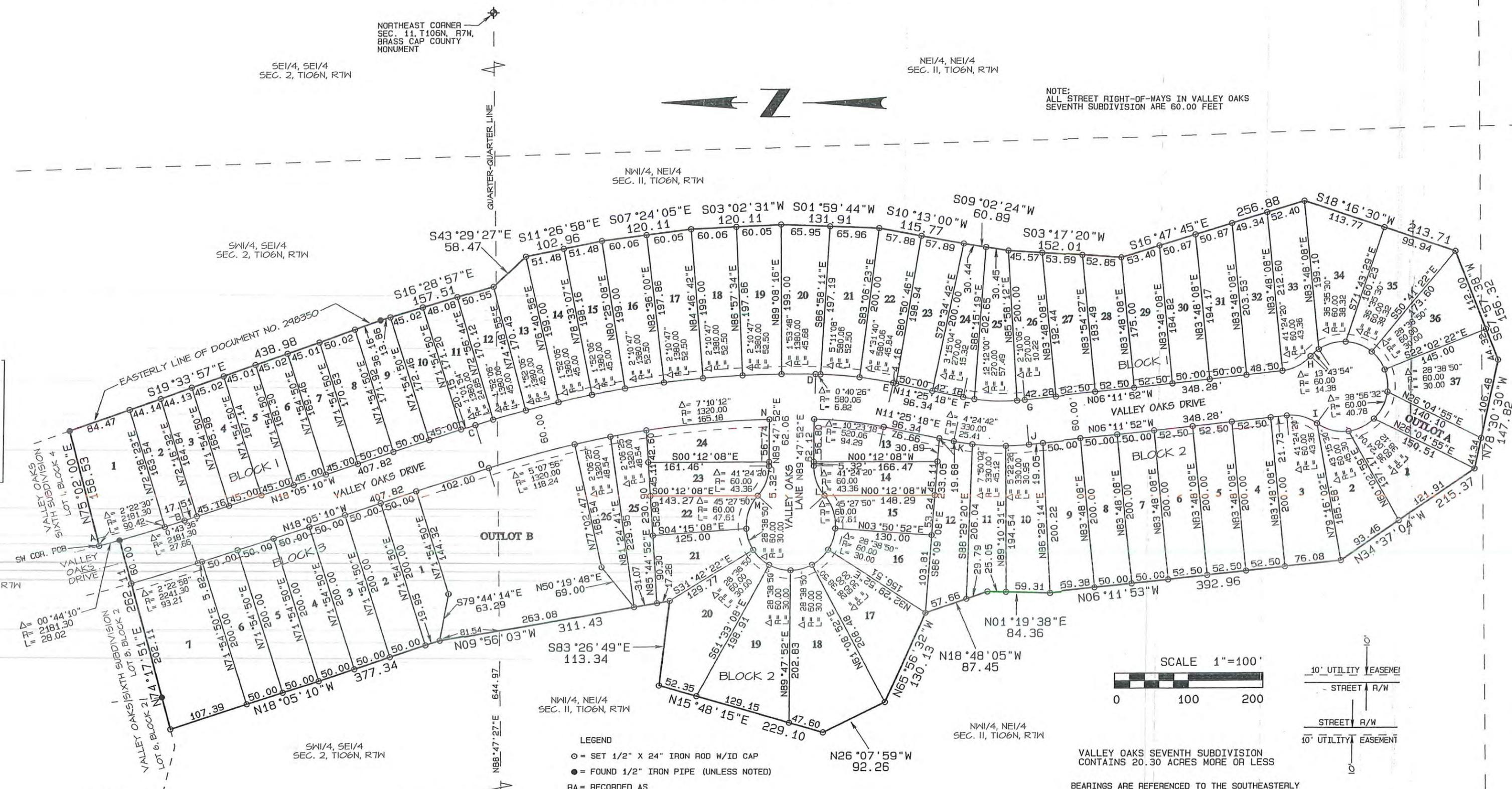
SE1/4, SE1/4
SEC. 2, T106N, R7W

NE1/4, NE1/4
SEC. II, T106N, R7W

NOTE:
ALL STREET RIGHT-OF-WAYS IN VALLEY OAKS
SEVENTH SUBDIVISION ARE 60.00 FEET

NW1/4, NE1/4
SEC. II, T106N, R7W

SW1/4, SE1/4
SEC. 2, T106N, R7W

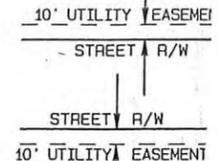
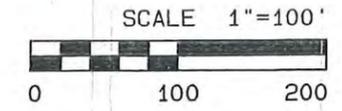


BY THESE PRESENTS: THAT RIVERS DEVELOPMENT AND CONSTRUCTION, INC. CORPORATION OWNERS AND PROPRIETORS OF THE FOLLOWING DESCRIBED LOTS IN THE COUNTY OF WINONA, STATE OF MINNESOTA.

THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 2, RANGE 7 WEST, AND THAT PART OF THE NORTHWEST QUARTER OF SECTION 11, TOWN 106 NORTH, RANGE 7 WEST, AND THAT SOUTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 11,

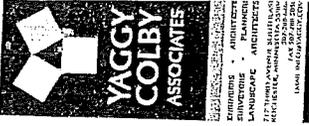
- LEGEND
- = SET 1/2" X 24" IRON ROD W/ID CAP
 - = FOUND 1/2" IRON PIPE (UNLESS NOTED)
 - RA = RECORDED AS
 - Δ = CENTRAL ANGLE
 - R = RADIUS
 - L = ARC LENGTH

ALL FRONT LOT CORNERS WILL BE SET AS SOON AS POSSIBLE AFTER IMPROVEMENTS ARE COMPLETED.



VALLEY OAKS SEVENTH SUBDIVISION
CONTAINS 20.30 ACRES MORE OR LESS

BEARINGS ARE REFERENCED TO THE SOUTHEASTERLY LINE OF LOT 1, BLOCK 4, OF VALLEY OAKS SIXTH SUBDIVISION RECORDED AS BEARING SOUTH 75 DEGREES 02 MINUTES 00 SECONDS WEST.

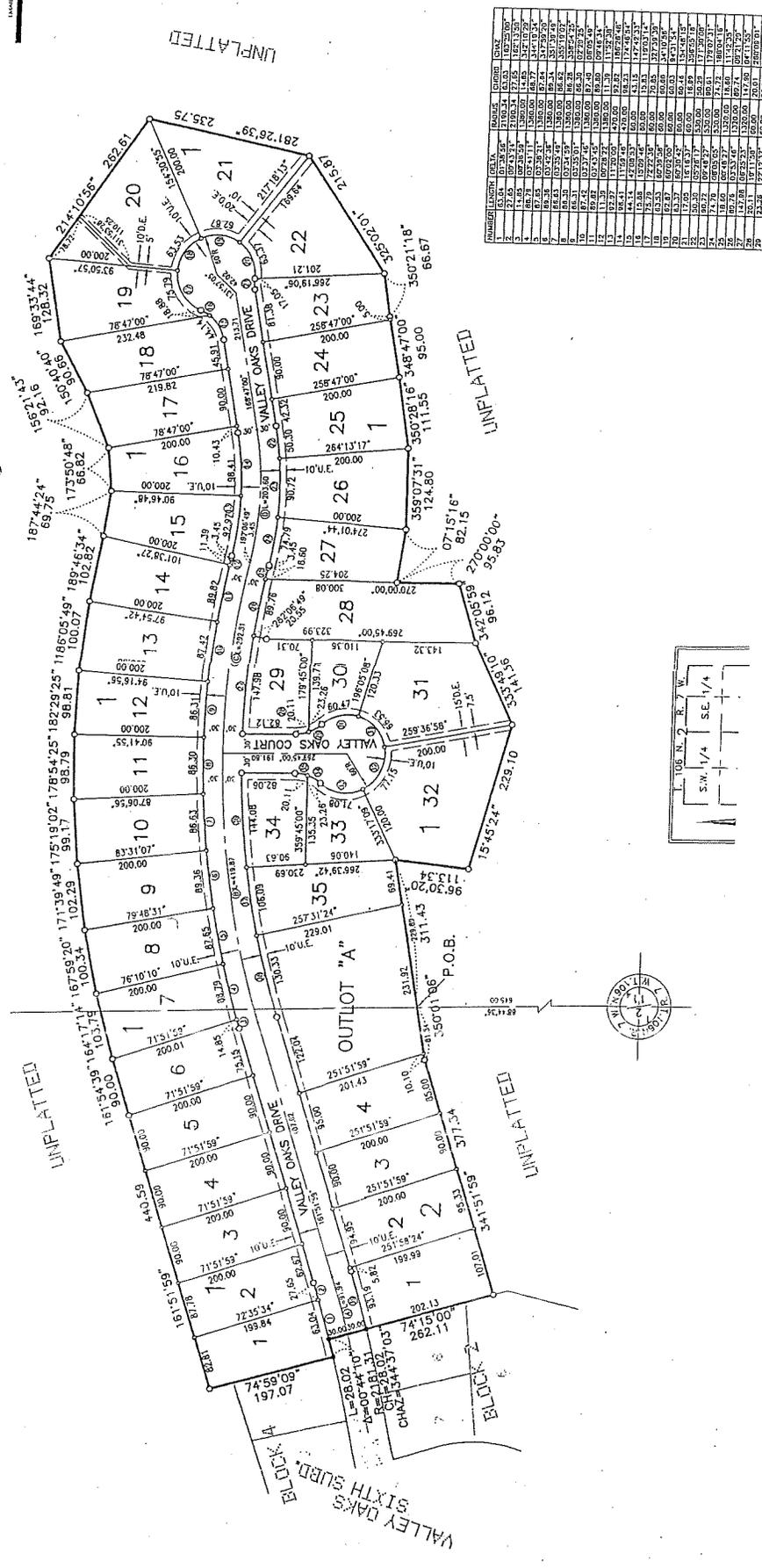


VALLEY OAKS SEVENTH SUBDIVISION

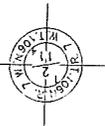
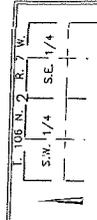


- MONUMENTS**
- Set 1/2" Rebars
 - Set 3/4" Iron Pipes
 - Found Monuments (Pipe, Rod, Etc.)
- All monuments set have a plastic cap stamped L.S. 41887.

BEARINGS
 Bearings are azimuths measured to the right from an assumed north.



NUMBER	LENGTH	AREA	PERCENT	PERCENT	PERCENT
1	100.00	100.00	0.0070	0.0070	0.0070
2	100.00	100.00	0.0070	0.0070	0.0070
3	100.00	100.00	0.0070	0.0070	0.0070
4	100.00	100.00	0.0070	0.0070	0.0070
5	100.00	100.00	0.0070	0.0070	0.0070
6	100.00	100.00	0.0070	0.0070	0.0070
7	100.00	100.00	0.0070	0.0070	0.0070
8	100.00	100.00	0.0070	0.0070	0.0070
9	100.00	100.00	0.0070	0.0070	0.0070
10	100.00	100.00	0.0070	0.0070	0.0070
11	100.00	100.00	0.0070	0.0070	0.0070
12	100.00	100.00	0.0070	0.0070	0.0070
13	100.00	100.00	0.0070	0.0070	0.0070
14	100.00	100.00	0.0070	0.0070	0.0070
15	100.00	100.00	0.0070	0.0070	0.0070
16	100.00	100.00	0.0070	0.0070	0.0070
17	100.00	100.00	0.0070	0.0070	0.0070
18	100.00	100.00	0.0070	0.0070	0.0070
19	100.00	100.00	0.0070	0.0070	0.0070
20	100.00	100.00	0.0070	0.0070	0.0070
21	100.00	100.00	0.0070	0.0070	0.0070
22	100.00	100.00	0.0070	0.0070	0.0070
23	100.00	100.00	0.0070	0.0070	0.0070
24	100.00	100.00	0.0070	0.0070	0.0070
25	100.00	100.00	0.0070	0.0070	0.0070
26	100.00	100.00	0.0070	0.0070	0.0070
27	100.00	100.00	0.0070	0.0070	0.0070
28	100.00	100.00	0.0070	0.0070	0.0070
29	100.00	100.00	0.0070	0.0070	0.0070
30	100.00	100.00	0.0070	0.0070	0.0070
31	100.00	100.00	0.0070	0.0070	0.0070
32	100.00	100.00	0.0070	0.0070	0.0070
33	100.00	100.00	0.0070	0.0070	0.0070
34	100.00	100.00	0.0070	0.0070	0.0070
35	100.00	100.00	0.0070	0.0070	0.0070
TOTAL		1,427,437.00	100.00	100.00	100.00



PLANNING COMMISSION

AGENDA ITEM: 4. Appointment of Nominating Committee

PREPARED BY: Mark Moeller

DATE: September 8, 2014

Pursuant to Commission bylaws, during the Commission's first regular meeting in September, the Chair shall appoint a nominating committee of three Commission members who will present a slate of officers for the positions of Chair and Vice-Chair. Time is reserved to appoint the nominating committee who's report will be presented/considered during the Commission's first regular meeting in October.