CITY HALL
207 Lafayette Street
P.O. Box 378
Winona, MN 55987-0378
FAX: 507/457-8212

August 7, 2013

Planning Commissioners
Winona, Minnesota 55987

Dear Commissioner:

The next meeting of the Planning Commission will be held on **Monday, August 12, 2013, at 4:30 p.m. in the Council Chambers** of the Winona City Hall.

1. **Call to Order**
2. **Minutes – July 8, 2013 and July 22, 2013**
3. **520 Center Street – New Site Plan Review**
4. **Other Business**
5. **Adjournment**

Sincerely,

Carlos Espinosa
Assistant City Planner

PLANNING COMMISSION MINUTES

DATE:	July 8, 2013
TIME:	4:30 p.m.
PRESENT:	Chairperson Porter, Commissioners Boettcher, Buelow, English, Hahn, Olson, Ballard, Davis, and Gromek
ABSENT:	None
STAFF PRESENT:	City Planner, Mark Moeller and Assistant City Planner, Carlos Espinosa

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The meeting was called to order at 4:30 p.m. by Chairperson Porter.

Approval of Minutes – June 24, 2013

The minutes for June 24, 2013, were reviewed and upon motion by Commissioner Olson and second by Commissioner Ballard, were unanimously approved as submitted.

Site Plan Review – 520 Center Street

Chairperson Porter called on Carlos Espinosa, Assistant City Planner, to provide a summary of this item. Mr. Espinosa noted that in accordance with City Code Section 44.06 (d) (1), a reviewing department head or any other party of interest may request Planning Commission review of a site plan. Additionally, such requests must include specific reasons for review. Given this provision, staff has received four site plan review requests for a proposed lodging/boarding establishment to be located at 520 Center Street. The plan has been submitted by Bluff City Properties LLC. He noted that staff review of the proposed site plan had been included in the Commission's agenda package as Attachment C.

Mr. Espinosa noted that lodging and boarding establishments similar to that proposed for 520 Center presently exist at 528 Center and 50 West Mark Street (respectively referenced as Shorty's and Izzy's). These buildings are classified as commercial uses, permitted in the B-1 Zoning District. Given current code requirements, parking for such establishments is required to be provided within 300 feet of the lodging establishment. In the case of Shorty's and Izzy's properties, such parking was provided at a number of other parcels that are currently owned by Bluff City Properties, within the 300 foot radius. Arrangements for these spaces had been created by way of recorded easements.

Mr. Espinosa explained that the City Council is presently reviewing a number of proposed changes to the zoning ordinance, some of which would impact future boarding and lodging house parking requirements. However, it was noted that since the present site plan submittal preceded any approval of those changes, they may not affect the current project.

In addressing requests for site plan review, Mr. Espinosa stated that all had alluded to problems pertaining to parking demands, noise, devaluation of neighborhood properties, and water runoff. Additionally, following staff's review of the plan, the following deficiencies had been identified:

- The site plan, as submitted, does not provide sufficient information as to where the required 52 off street parking spaces would be provided.
- Greater detail is needed as to how storm water will be directed from the site and to municipal facilities.
- Access to proposed parking at 520 Center Street is proposed to be through an existing driveway at 62 East Mark Street. Given this, it is recommended that the developer provide an easement document for this purpose.
- Provide greater detail on the proposed outdoor refuse area related to screening issues.
- Additional detail as to how adjoining neighbors might be impacted by general lighting conditions of the site.

Mr. Espinosa noted that the previous deficiencies had been provided to the applicant (Bluff City Properties LLC). At a minimum, staff recommends the Planning Commission require these issues be resolved prior to site plan approval.

In concluding, Mr. Espinosa stated that the following options are available to the Planning Commission this afternoon:

1. Recommend approval of the site plan subject to staff's review provided in Attachment C. Under this option, no further action would need to be taken by the Planning Commission.
2. Recommend approval of the site plan subject to staff's review and additional conditions added by the Planning Commission.
3. Recommend denial of the site plan.
4. Table formal action until the next Planning Commission meeting.

At this point, Chairman Porter called on the applicant, or his representative, to provide comment. Scott Hanson, President, of Bluff City Properties LLC, noted that his company is proposing the development of 520 Center Street, and that he currently also lives in the area.

At this point, Mr. Hanson produced a map showing that the plan, related to required off street parking for the facility, would include leasing land from Tom Severson, said land being located southerly of the Mark/Center Street intersection. In addition to this, and in addressing staff concerns, Mr. Hanson further noted that:

- The applicant was willing to address storm water management concerns.
- As the owner of 62 East Mark Street, the applicant would be willing to provide an easement over and across that property in order to provide permanent access to onsite parking at 520 Center Street.

- The applicant was willing to take any action necessary to facilitate screening of outdoor refuse areas.
- Although on-site lighting will be kept to a minimum, necessary lighting for parking lots and other outdoor facilities will be properly shielded from adjoining residential properties.

In short, Mr. Hanson stated that his company was more than willing to work with the City in facilitating this new development. At this point, Mr. Hanson noted that although staff's interpretation of the project was that it would require a total of 53 off street parking spaces, in practice, the project was being designed to accommodate 20 beds (20 persons). Unfortunately, however, the required off street parking standard is based upon a theoretical number of persons that "could" occupy the home. This number is established by Winona County through state licensing requirements.

Following brief discussion, it was moved by Commissioner Gromek and seconded by Commissioner Olson to recommend denial of the site plan as submitted on the basis that deficiencies, as noted by staff, had not been included on the plan.

Commissioner Buelow noted that the project would be heavily dependent upon the Severson property for off street parking. He asked what would happen if this property was sold to others at some point.

Commissioner Hahn noted that the present parking standard for lodging and boarding establishments was 1 space per certified person; and that Council was considering a standard which would reduce this requirement to .65 spaces per person.

Commissioner Davis stated that, as with Commissioner Buelow, she too was curious as where parking would be provided, in the event that the Severson property was sold to someone else for redevelopment purposes.

Kevin Brady, representing Bluff City Properties LLC, responded that, as required by code, he would, at that point, need to provide an alternative. Commissioner Davis asked Mr. Brady if he had a specific plan in mind if that occurs. Mr. Brady responded that he did not. He further noted that, under the present ordinance, he is not required to do so.

Commissioner Olson noted that he had walked the neighborhood on this date and stated that although he understood that units may certify for more than one person, he found it hard to believe that the applicant would be able to rent rooming units to more than one person at a time. However, he did have concerns of the proposed parking plan in that he did not feel students, presuming that these are primary occupants of the building, would be willing to walk almost a City block to access vehicles. Since most will park as close as possible to their residence, public streets will be used before leased spaces on the Severson property. He further noted that although he understood that Bluff City Properties LLC was not required to consider future alternatives for required off street parking, he questioned whether it was feasible to replace lost spaces from the Severson site within 300 feet of the lodging facility.

In concluding, he stated that it appeared that the development will comply, or will be able to comply, with all other code requirements.

Commissioner Davis stated that she was again greatly concerned of the parking proposal if Mr. Brady does not secure permanent ownership of the Severson site.

Commissioner Gromek noted that the proposed parking plan had been drafted on a drawing that was not to scale. He felt that a scale drawing was needed in order to certify that the Severson property was, in fact, large enough to accommodate the 53 parking spaces required for the project. Along with these, he noted that it was his understanding that the project would also displace parking that had been established for either the Izzy's or Shorty's projects. Again, it was his intent to certify that off street parking requirements for all of these projects were being fulfilled. At present, he was unsure of this.

Chairman Porter noted that the motion to deny appeared to be based upon the fact that the site plan did not include missing items as defined by staff, and that required off street parking arrangements had not yet been formalized. He suggested that, as an alternative, the Commission simply table the application in order to allow the applicant time to provide missing data.

In response to a question from Commissioner Olson, Mr. Brady noted that his company would be taking care of its own snow removal from the site.

In response to a question from Commissioner Davis, Mr. Brady responded that his architect was working on methods of controlling light glare from the project.

In response to a question from Commissioner Davis, Mr. Brady responded that leased parking at the Severson property would be for one year and renewable in one year increments. Chairman Porter stated that he too is concerned of what may happen if Mr. Brady no longer has access to the Severson site for off street parking purposes.

At this point, Chairman Porter recognized Owen Warneke, Architect, who reviewed solutions to some of the problems that had been identified by staff. In these, he stated that off street parking requirements would be met, that storm water issues would be addressed through the City Engineer's Office, that a 6 foot fence would be constructed around any refuse containers, and that lighting issues would be addressed through the submittal of a mitigation plan submitted to Mr. Espinosa.

Commissioner Gromek again affirmed that resolutions to staff concerns had not been put on paper. Further, he did not feel that these requests were insurmountable.

Chairman Porter noted that the motion, if adopted, would deny this site plan.

When the question was called, the vote of the Commission was as follows: Ayes – Commissioner Boettcher, Buelow, English, Hahn, Porter, Ballard, Davis and Gromek; Nayes – Commissioner Olson; Abstaining – None. Chairman Porter declared the

motion adopted. Mr. Espinosa stated that staff would be coming back at the Commission's next meeting with a resolution serving to formalize this motion.

Adjournment

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

_____
Mark Moeller
City Planner

PLANNING COMMISSION MINUTES

DATE:	July 22, 2013
TIME:	4:30 p.m.
PRESENT:	Acting Chairperson Gromek, Commissioners Boettcher, Hahn, English, Davis, Buelow, and Olson
ABSENT:	Chairperson Porter, Commissioner Ballard
STAFF PRESENT:	Assistant City Planner, Carlos Espinosa

The meeting was called to order at 4:30 p.m. by Acting Chairperson Gromek.

520 Center Street Site Plan Denial Resolution

Acting Chairperson Gromek called on staff to present the agenda item.

Mr. Espinosa stated that the resolution is a procedural step in the Planning Commission's recommendation to deny site plan #736. If Commissioners concur with the resolution of denial, a motion to approve it would be in order.

Commissioner Davis motioned to approve the resolution of denial. Commissioner Boettcher seconded the motion. After miscellaneous discussion, the motion to approve the resolution passed unanimously.

Adjournment

There being no further business to come before the Commission, the meeting was adjourned at 4:40 p.m.

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Carlos Espinosa
Assistant City Planner

PLANNING COMMISSION

AGENDA ITEM:	3. 520 Center Street – New Site Plan Review
PREPARED BY:	Carlos Espinosa
DATE:	August 12, 2013

In accordance with City Code Section 44.06 (d) (1), a reviewing department head or any other party of interest may request Planning Commission review of a site plan application. Such a request must state specific reasons for Planning Commission review. Staff has received two requests for review of a newly designed lodging/boarding establishment at 520 Center Street. The site plan (Attachment A) was submitted by Bluff City Properties LLC. Staff completed a preliminary review of the plan and provided a response to the applicant (Attachment C). The Planning Commission's role is to review the site plan and recommend a specific course of action.

This agenda item is divided into five sections: 1) Background, 2) Public Concerns, 3) Staff Review, 4) Staff Recommendation, and 5) Planning Commission Options.

Section 1: Background – Lodging and Boarding Establishments

Lodging and boarding establishments similar to that proposed at 520 Center Street currently exist at 528 Center Street ("Shorty's") and 50 West Mark Street ("Izzy's" - see Attachment B). These buildings are classified as commercial uses permitted in the B-1 Zoning District. Currently, these buildings primarily house students. The main difference between lodging establishments and traditional apartments is that lodging establishments do not have kitchens. Parking for lodging establishments are required to be provided at properties within 300 feet of the building. Shorty's and Izzy's are owned by Bluff City Properties LLC. Parking for Shorty's and Izzy's has been designated at locations owned by Bluff City Properties LLC within 300' of each building. Parking easements have been recorded for both properties to ensure that parking continues to be provided into the future. The proposed lodging establishment at 520 Center Street is nearby these existing buildings and is located in the same zoning district.

Section 2: Public Concerns

A summary of the public concerns related to the site plan is below. Copies of the letters received from the public are provided as Attachment D.

520 Center Street Lodging and Boarding Establishment Public Concerns:

- Parking:
  - -Sufficiency of existing parking
  - -Parking demand created by the proposal
- Noise
- Density

Section 3: Staff Review

The property that this site plan concerns (520 Center Street) is zoned B-1 Neighborhood Business District. This district allows lodging and boarding establishments as a permitted commercial use subject to setback, height, parking, and site plan requirements. The revised site plan meets these requirements. As a result, because this is a site plan review, the project is essentially entitled to approval.

Setback and Height Requirements

The site plan complies with setback and height requirements.

Parking Requirements

City Code Section 43.36 requires one (1) off-street parking space per person certified as established by the Housing Code to be provided at properties within 300 feet of new lodging establishments. The previously submitted site plan had 17 sleeping areas measuring 150+ square feet – this translated into 53 required off-street parking spaces. The sleeping areas of the new site plan have been increased in number to 20, but have been redesigned to measure just under 100 square feet. This means 20 off-street parking spaces are required for the new site plan.

The 20 required off-street parking spaces are proposed to be located at 53 West Mark Street (the "Severson" property – see Attachment E). In addition, 14 spaces currently dedicated to the Izzy's building will be displaced by the 520 Center project – these spaces will also be relocated to the Severson property. In total, 34 parking spaces are proposed to be located at 53 West Mark Street. The applicant has provided a two-year lease for these parking stalls. Per staff's preliminary review (see Attachment C), in order to receive a building permit for 520 Center Street, the applicant must record a document attached to 520 Center Street stating the following:

1. The parking spaces at the Severson property are dedicated solely to 520 Center Street.
2. The parking spaces will be designated through appropriate signage.
3. The building at 520 Center Street will be vacated if required off-street spaces are not provided within 300 feet.

Site Plan Requirements

City Code Section 44.06 lists the requirements for site plans:

(1) Landscaping. All sites shall be landscaped as approved by the Department of Community Development; existing trees shall be preserved where possible; surfaces denuded of vegetation shall be appropriately landscaped or surfaced to prevent soil erosion.

The landscaping on the site includes new grassed areas on the north and south side of the building.

(2) Light glare from vehicles. When a parking lot adjoins a residential area, provisions shall be made to screen all vehicle lights to curtail direct illumination of the residential area.

According to City Code section 43.37 (f) requirements for screening apply to parking areas for more than three (3) vehicles. The site plan only shows three (3) on-site parking spaces.

(3) Drainage designs. Runoff water from parking lots, roofs and driveways shall not be allowed to cross sidewalks or to run onto private property that is not a part of the site unless easements have been obtained; surface runoff waters shall be directed into municipal facilities; where municipal facilities are not available, a drywell or drainage area owned or controlled by the owner or developer shall be provided; sanitary sewage shall be directed into municipal facilities where such facilities are available; where municipal facilities are not available and approval of the city engineer is secured, a septic tank shall be provided; retaining walls shall be constructed where necessary for land stabilization.

The site plan shows most drainage from the roof being directed to a rain garden on the northeast corner of the property. The City Engineer has reviewed this drainage design and found it to be acceptable.

(4) Parking lots and loading areas. Parking lots shall be desired to avoid creating large open expanses of paving; parking lots and loading areas shall be designed to avoid the problem of vehicles backing onto streets, alleys and, sidewalks; vehicular traffic flow to, from and within the land containing a parking lot shall be controlled by appropriate traffic-control signs and surface markings; adequate provision shall be made for vehicle egress from the land to the street and ingress to the land; provision shall be made for a safe and convenient circulation pattern within any parking lot consistent with vehicular and pedestrian safety; curb cut radii shall allow safe ingress and egress of vehicles from and to the proper lane of traffic on the street which they adjoin; existing curb cuts and curb cut radii shall be used only if they comply with the

standards for proposed curb cuts and curb cut radii; vehicular bumper guards or wheel stops shall be provided to prevent encroachment of vehicles on sidewalks.

Access to a handicapped parking stall at 520 Center Street is proposed to be through an existing driveway at 62 East Mark Street. Staff's analysis requires an easement over 62 East Mark Street to access parking at 520 Center Street.

(5) Rubbish, garbage, storage and burning areas. Outside rubbish, garbage, storage and burning areas shall be permanently screened from view to a height of 6 feet and shall be constructed to prevent accidental dispersal of the materials contained therein.

The new site plan shows a 6 foot enclosure surrounding the outdoor refuse area.

(6) Parking lot lighting. A parking lot shall be lighted for vehicular and pedestrian safety. In residential areas, the maximum height above ground level of lights shall be 15 feet; maximum foot candles at ground level shall be 1; minimum foot candles at ground level shall be .5; flood and spotlights shall be shielded to prevent glare on adjoining lands. In commercial or industrial areas the maximum height above ground level of lights shall be 30 feet; minimum foot candles at ground level shall be 2 in shopping centers, 1 in self-parking areas, 2 in attended or shelter parking areas and 1 in industrial areas.

Not applicable

(7) General Site Lighting. Lights should be directed towards the structures or areas to be illuminated. Site lighting shall employ full cut-off style lights, lighting shields or fixtures as appropriate to keep glare on-site and minimize glare onto adjacent properties. The design and placement of lighting fixtures shall not have an adverse effect upon abutting properties.

The new site plan includes full cut-off style outdoor lights to minimize glare onto adjacent properties.

Section 4: Staff Recommendation

Staff recommends approval of the site plan with emphasis that required parking must be provided into the future. As a result, staff recommends approval of the site plan with the condition that item #1 from staff's August 5th letter (Attachment C), is satisfied prior to issuance of a building permit at 520 Center Street.

Section 5: Planning Commission Options

According to City Code Section 44.06, "The decision of the Planning Commission shall be incorporated into a site plan and shall be a condition of any permit or certificate issued." Thus, the Commission may specify additional requirements that serve to fulfill zoning and site plan requirements. These requirements will be incorporated into final approval of the plan.

In review of the site plan, the following options are available to the Planning Commission:

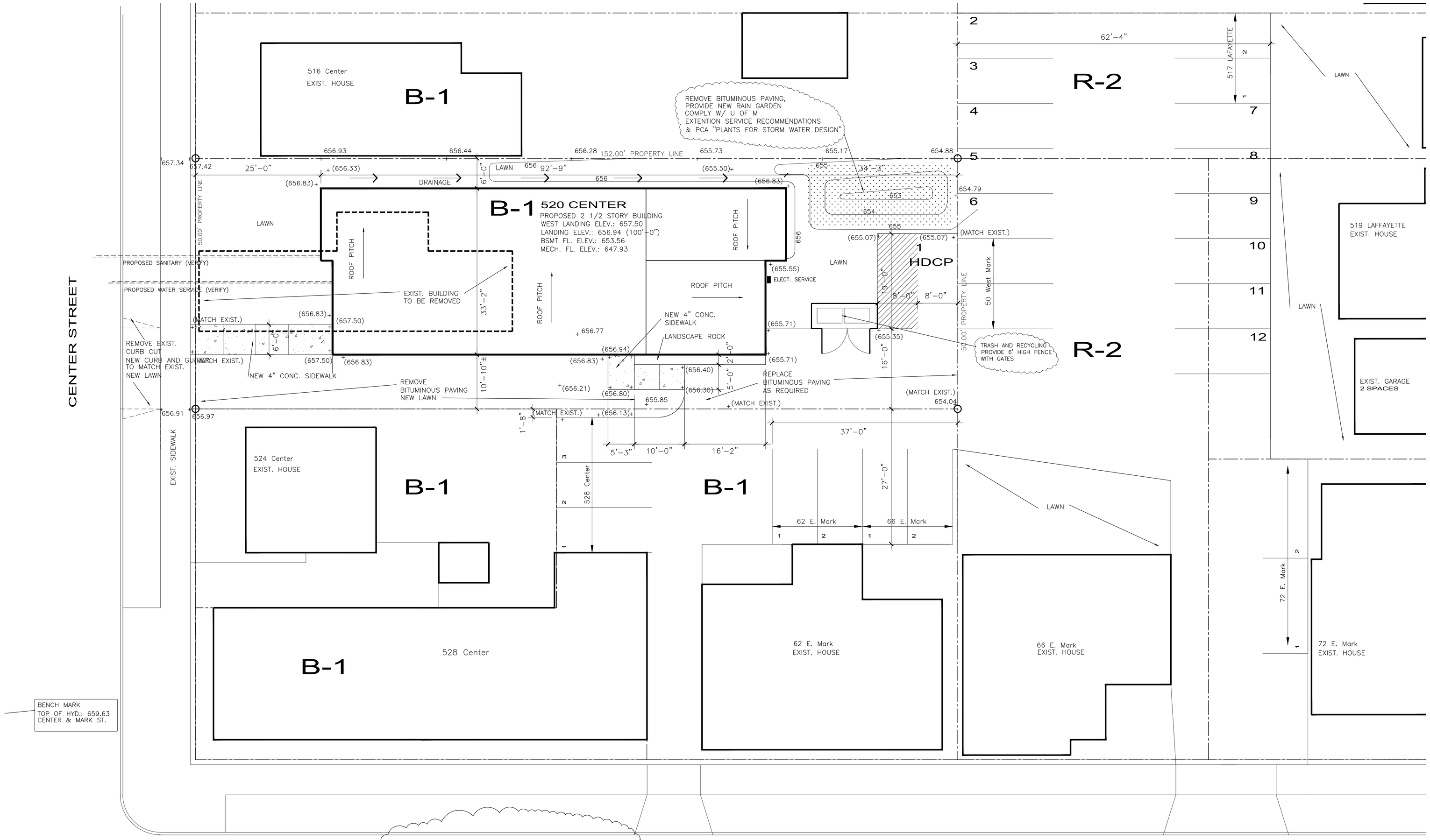
1. Recommend approval of the site plan in accordance with staff's recommendation.

2. Recommend approval of the site plan with additional conditions added by the Planning Commission. *The Commission should be careful to ensure that proposed requirements serve to fulfill zoning and/or the site plan review standards.*

3. Table formal action until the next Planning Commission meeting. *Under this action, the site plan would be reviewed again at the Planning Commission's August 26th meeting.*

Attachments:

A) Submitted Site Plan
B) Location Map of 520 Center Street
C) Staff Letter to Applicant
D) Letters from the Public
E) Eligible Parking at 53 West Mark Street

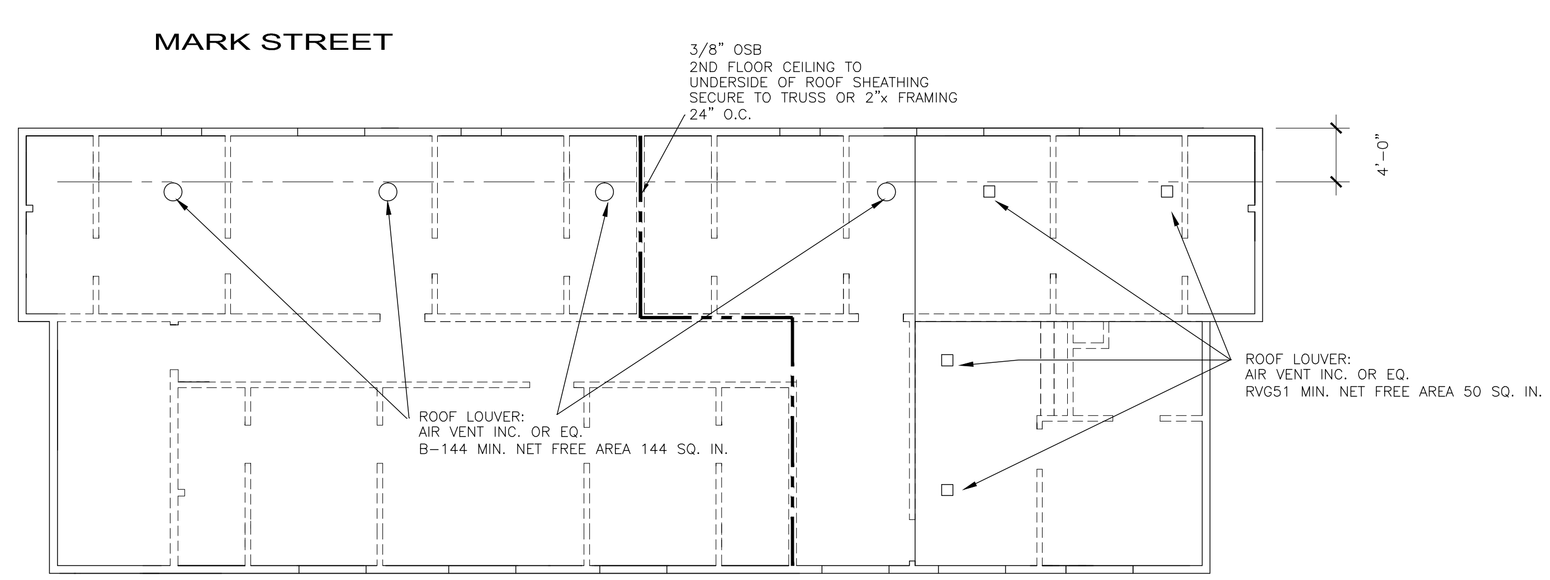


SITE PLAN
1"=10'-0"

+ (XXX.XX) PROPOSED SPOT ELEVATION
+XXX.XX EXISTING SPOT ELEVATION

NOTE:
EXIST. LEASE AGREEMENT FOR 34 PARKING SPACES WITH OWNER OF 53 WEST MARK STREET

ISABELLE'S:	14 SPACES
520 CENTER ST.:	20 SPACES
TOTAL:	34 SPACES



ATTIC VENTING & DRAFTSTOPPING PLAN
1/8"=1'-0"

SHEET INDEX

A0: SITE PLAN, CODE NOTES
A1: FLOOR PLANS, DOOR SCHEDULE PARTITION TYPES, TOILET ELEV.
A2: EXTERIOR ELEVATIONS, WINDOW ELEVATIONS
A3: BUILDING SECTIONS
A4: WALL DETAILS
A5: WALL DETAILS

S1: STRUCTURAL NOTES
S2: FOUNDATION, FIRST FLOOR FRAMING PLANS
S3: SECOND FLOOR, ROOF FRAMING PLANS
S4: DETAILS
S5: DETAILS
S6: DETAILS

STRUCTURAL ENGINEERING:
STRUCTURAL SERVICE & DESIGN
1125 RIVERWOOD DR. SW
ORONOCO, MN 55960
PH: 507 529 5303

HVAC ENGINEERING:
HVAC ENGINEERING BY OTHERS. GENERAL CONTRACTOR SHALL NOTIFY ARCHITECT AND STRUCTURAL ENGINEER OF IMPOSED LOADS AND / OR STRUCTURAL CUTTING REQUIRED BY HVAC DESIGN AND INSTALLATION.

ELECTRICAL / PLUMBING:
ELECTRICAL AND PLUMBING WORK SHALL BE DESIGNED AND CONSTRUCTED BY LICENSED CONTRACTORS. STATE STATUTE 326.02 SUBDIV. 5

NOTES:

1. OWNER / DEVELOPER:
   BLUFF CITY PROPERTIES, INC.
   555 HUFF STREET
   WINONA, MINNESOTA 55987
   PHONE: (507) 454-4444
2. ZONING: B-1
   A. ADJACENT PROPERTY: SIDE YARDS: B-1, REAR YARD: R-2
   B. LAND AREA: 7,600 SQUARE FEET
   C. OUTSIDE LIGHTING TO BE LIMITED TO FULL CUT OFF WALL PACKS, JEMM W20M100QT OR APPROVED EQUAL
   D. SEPARATE APPLICATION TO BE SUBMITTED FOR OUTSIDE SIGNAGE
3. BUILDING CODE:
   A. 2006 IBC, 2007 MN STATE BUILDING CODE
   B. OCCUPANCY TYPE: R-2, DORMITORY, 20 BEDROOMS MAXIMUM BEDROOM AREA LESS THAN 100 SQ. FT.
   C. CONSTRUCTION TYPE: V-B WITH COMPLETE SPRINKLER SYSTEM IN ACCORDANCE WITH NFPA 13R, IBC 903.3.1.2
   D. AREA:

BASEMENT	2,955 GSF
FIRST FLOOR	2,955 GSF
SECOND FLOOR	2,955 GSF
TOTAL	8,865 GSF

   E. FIRE RATINGS:
   WALLS SEPERATING DWELLING UNITS: 1 HOUR
   CORRIDORS: 0.5 HOUR, 1BC TABLE 1017.1
   FLOORS/CEILINGS SEPERATING DWELLING UNITS: 1 HOUR, IBC 711
   EXT. WALLS <10 FT. FROM PROPERTY LINE: 1 HOUR, IBC TABLE 602
   PARAPETS NOT REQ., IBC 704.11
   EXCEPTION 5.1, (FIRE-RETARDANT SHEATHING)
   UNPROTECTED OPENINGS: 10% AT NORTH WALL, IBC TABLE 704.8
   VERTICAL EXIT ENCLOSURES:
   BASEMENT TO 1ST FLOOR: 1 HOUR
   1ST TO 2ND:
   ONE STAIRWAY NON-RATED
   IBC 1020.1 EXCEPTION 8
   F. DRAFTSTOPPING:
   ABOVE AND IN LINE WITH DWELLING UNIT SEPARATIONS, IBC 717.3.2
   IN ATTIC, BETWEEN EVERY TWO DWELLING UNITS, IBC 717.4.2, EXCEPTION 3.
   G. EMERGENCY ESCAPE & RESCUE NOT REQ., IBC 1026.1 EXCEPTION 1
   H. VENTILATION: NATURAL VENTILATION MIN. OPERABLE AREA 4% OF FLOOR AREA IBC 1203.4.1
   I. CORRIDORS, STAIRWAYS AND OUTSIDE EXIT DOORS TO BE PROVIDED WITH MINIMUM OF 1 FT CANDLE ILLUMINATION AT THE FLOOR LEVEL. EMERGENCY EGRESS ILLUMINATION FIXTURES TO INCLUDE 90 MIN. BATTERY BACKUP (IBC 1006)
   J. EXIT SIGNS SHALL BE INTERNALLY ILLUMINATED AND BE PROVIDED WITH 90 MIN. BATTERY BACKUP. WHERE EXIT SIGNS ARE PROVIDED, INCLUDE A TACTILE EXIT SIGN ADJACENT TO THE LATCH SIDE OF THE DOOR.
   K. FIRE ALARM SYSTEM IBC 907.2.9
   L. SMOKE DETECTORS IN SLEEPING ROOMS IBC 907.2.10.2
   L. TRASH DUMPSTERS SHALL NOT BE PLACED WITHIN 5 FEET OF COMBUSTIBLE WALLS, OPENINGS, OR COMBUSTIBLE ROOF EAVE LINES MSFC 304.3.3

DRAWN BY: OW, OW
DATE: 08/01/13
REVISION:

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.
OWEN WARNKE
DATE: 08/01/13
REG. NO. 15799

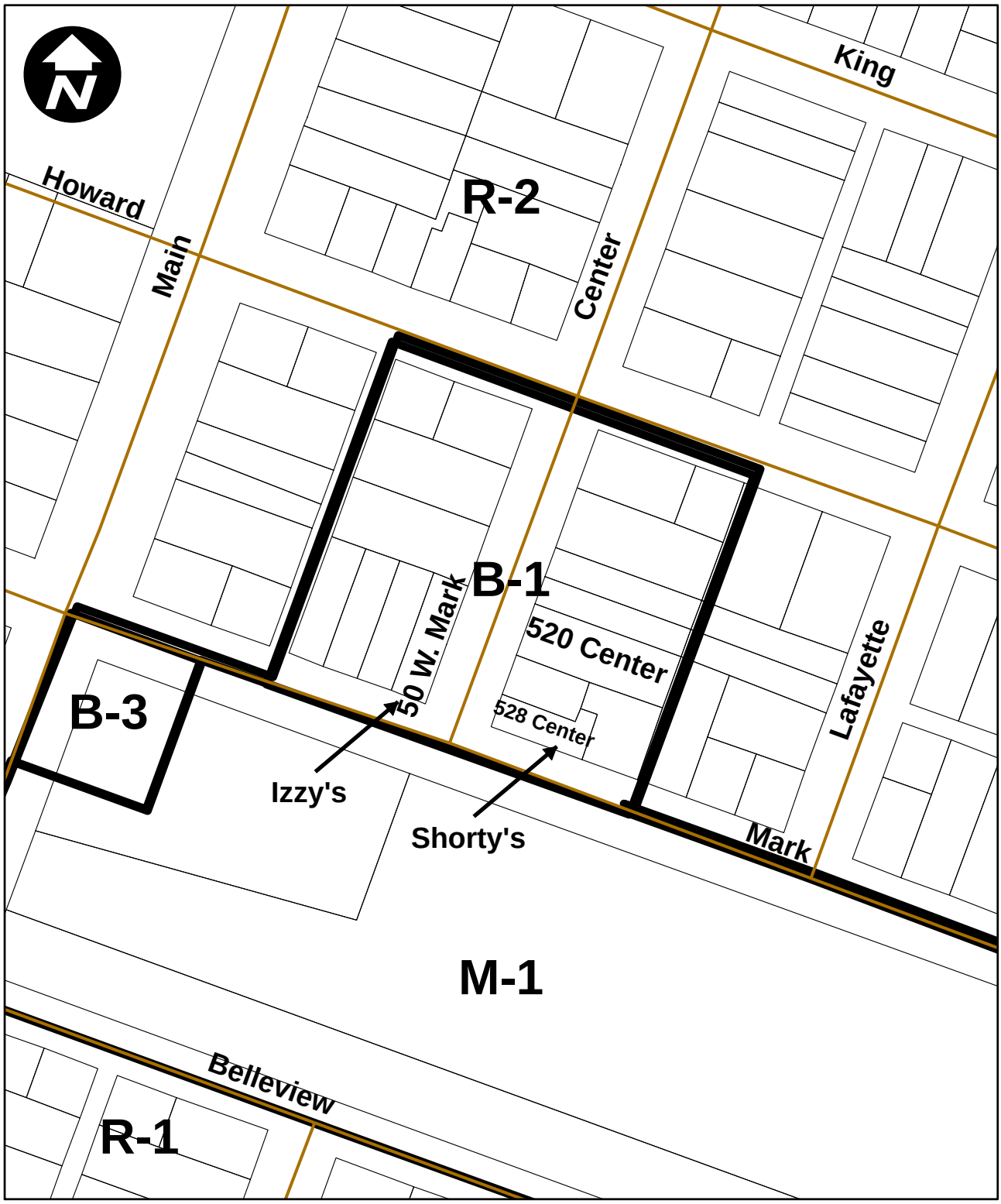
PROPOSED DEVELOPMENT FOR
BLUFF CITY PROPERTIES
520 CENTER STREET, WINONA, MN

OWEN WARNKE AND ASSOCIATES
355 WEST SECOND ST. SUITE 200
WINONA MINNESOTA 55987
PHONE 507-454-2238 FAX 507-454-2224
ARCHITECTS

AO
PROJECT NO. 1329

"A"

Lodging/Boarding Establishments



"C"

CITY HALL
207 Lafayette Street
P.O. Box 378
Winona, MN 55987-0378
FAX: 507/457-8212

August 5, 2013

Kevin Brady
Bluff City Properties LLC
555 Huff Street
Winona, MN 55987

Dear Mr. Brady:

The purpose of this letter is to acknowledge that city staff has received and reviewed your updated site plan submission for a lodging building at 520 Center Street. In addition, staff has received a petition for site plan review by the Planning Commission. Per City Code Section 44.06 (2)(d)(1), Planning Commission review is required within 11 calendar days after a petition is received. In accordance, the Planning Commission will review the submitted site plan for 520 Center Street on August 12 at 4:30 p.m. in the Council Chambers of City Hall. At this meeting you have the opportunity to be heard regarding the proposal for 520 Center Street.

Although final approval of the site plan is subject to review by the Planning Commission, staff's preliminary review of the plan indicates conformance with applicable code provisions. Please note the following information must be provided before a building permit can be issued:

1. A recorded document that required parking (20 off-street spaces) for 520 Center will continue to be provided at Bluff City owned or leased property within 300' for 520 Center Street in-perpetuity. Such document must state that the parking spaces are dedicated solely to 520 Center and designated through appropriate signage. Such document must also state that the building at 520 Center will be vacated if 20 off-street spaces are not provided within 300 feet.
2. An updated recorded agreement for the 14 parking spaces at 520 Center Street currently dedicated to the "Izzy's" building at 50 West Mark Street.
3. A recorded easement over 62 East Mark for access to the handicapped off-street parking space at 520 Center Street.
4. The submitted site plan appears to utilize two parking spaces at 62 East Mark (numbers "3" and "4" on the plan) that were previously dedicated as a handicapped parking stall and access aisle to the "Shorty's" building at 528 Center. These spaces cannot be used to provide parking for 520 Center. As a reminder, at the Board of Adjustment meeting on December 5, 2007, a condition of the Board's approval was that such parking spaces

"C"

would be dedicated to 528 Center through a permanent parking easement. This easement was never recorded.

Please also note the following:

On the submitted site plan it appears that a parking area is to be established on 66 East Mark Street, 517 Lafayette Street, and 519 Lafayette Street (numbers "5" through "17" of the plan). This area cannot be converted to parking as shown per City Code Section 43.37 (k) which states that "in R districts, a maximum of 50 percent of the rear yard on a residential lot shall be used for parking."

Sincerely,

Carlos Espinosa
Assistant City Planner
507-457-8216

cc: Owen Warneke, Owen Warneke and Associates
Steve Carson, Building Official

"D"

Attorneys and Counselors at Law
Serving Businesses and Families Since 1900
Wisconsin | Minnesota

bosshard | parke ltd.

Otto Bosshard (1876-1943)
John Bosshard (1920-1990)
Sabina Bosshard
George Parke III
Joseph J. Connell
Laura J. Seaton
Stephan A. Rogge

Howard J. Eglash
Maryanne Kircher
Jason Goldstein
Darla A. Krzoska
Andrew R. Bosshard
Bennett A. Myers
Joan K. Parke

August 5, 2013

Winona City Planning Commissioner
City Hall
207 Lafayette Street
P.O. Box 378
Winona, MN 55987-0378

received
8/5/2013

RE: Bluff City Properties, LLC
Proposed 17-unit lodging building with 17 beds at 520 Center Street, Winona, MN, now changed to 11 units with 20 beds

Dear Planning Commission Members and Winona City Planner,

As one of the neighbors on the block of the proposed 520 Center Street project recently proposed by Mr. Brady, I was greatly pleased that his last plan was rejected. I ask that you review his new plan as well. It appears that your only ground for stopping this project, however, is parking, and that is certainly at a breaking point in this neighborhood- especially when school is in session. It is often the case now that we cannot find parking at our own homes. With the addition of the Shorty's building and the Isabell Building, both on Center Street, to add 20 more people to the mix and do away with the parking that is currently behind that building will overburden a neighborhood that had a nice mix of single-family homes and rentals, but now is overtaken with high-density buildings without regard to the effect on the neighborhood, the quality of life for the permanent residents, the noise level, and the failure of the police department to deal with the density of this neighborhood to keep it safe and useable. There must be no less than one space for each person in each unit. I assume he lowered the number of units to get around some parking regulation.

Several articles in the paper indicate that your hands are tied, but really, what is the planning commission and city council for if not to make the town better for <u>all</u> of its citizens and to preserve the neighborhoods.

My husband, Tom Felsheim, and I have lived at our home at 77 E. Howard since 1987 and stood by while you allowed this density issue to escalate, but this new development project is really the limit. There will not be enough parking places and the values of our properties will deteriorate to the point where it will be unlivable for your constituents. We love our home and our neighbors, and most of the students in small numbers are fine, but the partying, vandalism, parking issues and noise has gotten much worse with the addition of the two new buildings on

www.bosshardparkelaw.com

Main Office
P.O. Box 966
750 3rd St. N., Suite A
La Crosse, WI 54602-0966
608.782.1469
Fax: 608.784.1561

Branch Office
103 S. Water St.
Sparta, WI 54656
608.269.5076
Fax: 608.269.5077

"D"

Center and Mark Streets. You cannot possibly think it is workable to wedge another high density building into the small space as proposed. I cannot possibly think that Kevin Brady and his employees agree with that. One of his employees, (Scott Hansen- 519 Lafayette Street) was allowed to speak at the last hearing, when no other resident was allowed to speak, but he has a vested interest in supporting his employer's plan. I also enclose the letter we sent in June to the City Planner for reference.

On behalf of myself and my husband, Tom Felsheim, we respectfully request that you reject this latest plan for the 520 Center Street project and protect the remaining integrity and quality of life for the permanent residents of this neighborhood.

Sincerely,

Laura J. Seaton

Cc: Planning Commission Members

City of Winona Community Development Department, I recently received a letter that of an application for approval of a site plan at 520 Center Str. My property is at 524 center and I have concerns with this.This will be the 3rd similar property built in recent years, I have owned my property since 1999, now when I need to get to my property during the school year it's getting impossible to find parking.

*On 6/28 at 10:30 AM I viewed the available parking at the properties south parking lot, there were only (3) empty parking spots and that with school out and some people would have probably left earlier in morning.

*Adding more parking within 300' won't solve any on street parking as renters cars will fill the streets first and use distant parking as a second choice, there is no added room for non tenants to park, it only becomes more difficult.

*These rental units will be on three sides of my house, I feel this is going to deflate the 524 Center value as my house is starting to look out of place.

*I'm concerned rain water run off form this building is going to either flood my property or the property to the north of 520 Center owned by Patrick Bushman.

*Currently 524 has a fenced backyard which gives the property some privacy, having a 2 1/2 story building with windows looking down into the backyard takes that away completely.

*I would like to be notified of any change or acceptance of the this plan so I can contact my attorney if need be.

Thanks
Gerald Wicka
Phone 608 - 385 - 0657

Gerald Wicka

8-2-2013

"D"

August 5, 2013

RE: Bluff City Properties, LLC
Proposed 17-unit lodging building with 17 beds at 520 Center Street, Winona, MN now changed to 11 units with 20 beds.

Dear Planning Commission Members and Winona City Planner,

After reviewing the proposal I was glad to see the parking spaces calculated at one per bed. However, it is worrisome that they are rented, and you can say that it would shut the buildings down if they were lost, but I bet a legal loophole would show up to prevent it, and with that in mind, maybe purchase of the Severson property should be required.

The whole idea behind the 30% rule and limiting non-family renters per unit was to preserve the neighborhood and prevent overcrowding. To let his proposal go forward would be in direct opposition to that and common sense.

I think a short moratorium on new rentals should be started to allow for better guidelines to be implemented:

- One parking space per bed on property
- 35% of property must be green space

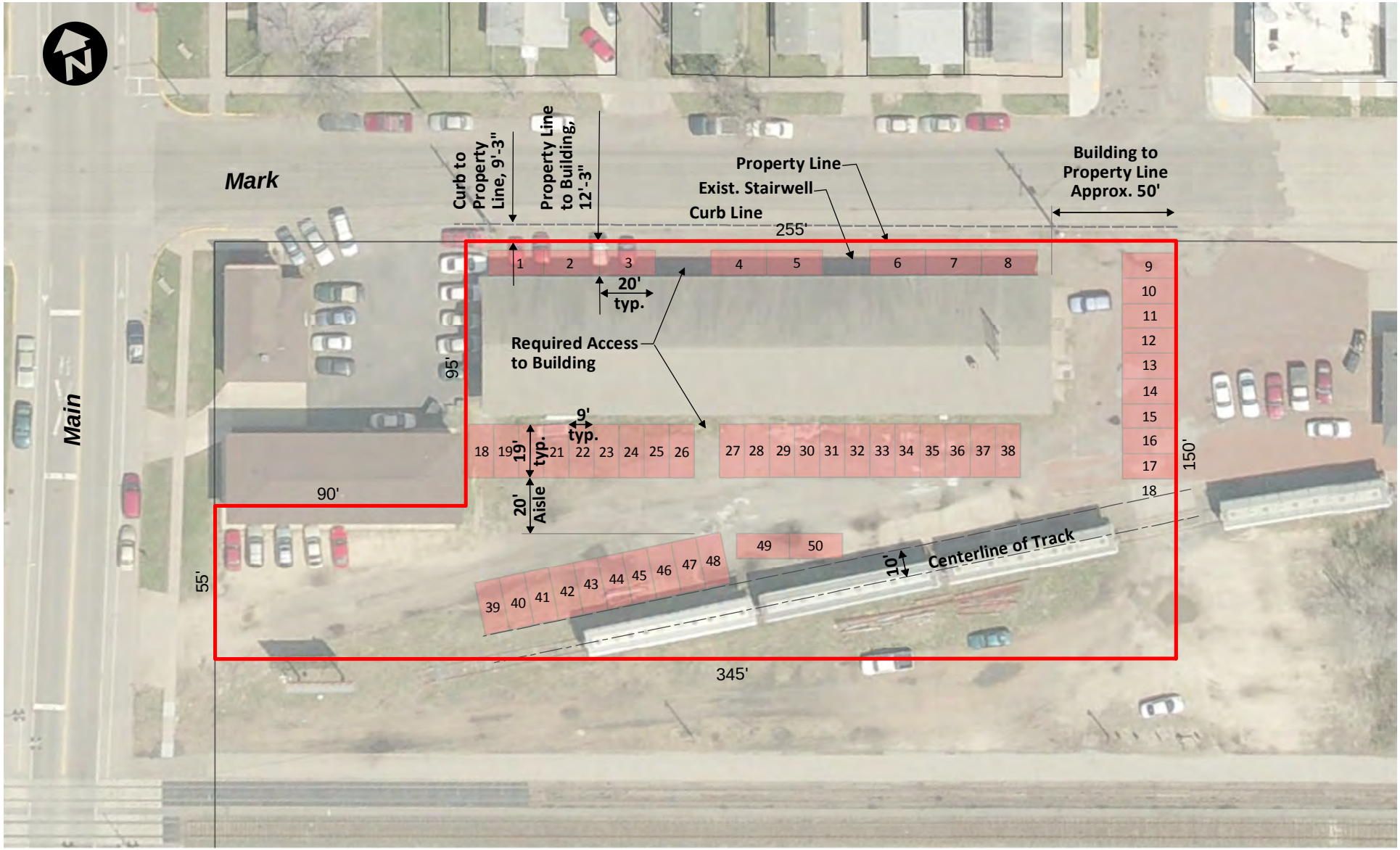
We ask that you review this proposal and reject it. Our neighborhood is not totally wrecked yet. Please don't allow another nail in its coffin.

Sincerely,

Richard Theis
67 East Howard Street
Winona, MN 55987

2013-Aug-06 11:52 AM Winona Health 5074533791

Eligible Parking Spaces for 520 Center Street Project



August 2013

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