



COMMUNITY DEVELOPMENT

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

January 8, 2020

Planning Commissioners
Winona, Minnesota 55987

Dear Commissioner:

The next meeting of the Planning Commission will be held on **Monday, January 13, 2020, at 4:30 p.m. in the Wenonah Room** of the Winona City Hall.

1. Call to Order
2. Approval of Minutes – December 9, 2019
3. Public Hearing – Comprehensive Plan Amendment Request: Downtown Fringe to Limited Industrial
4. Other Business
5. Adjournment

Sincerely,

A handwritten signature in blue ink, appearing to read "Luke Sims", is written over the word "Sincerely,".

Luke Sims
Assistant City Planner

PLANNING COMMISSION MINUTES

DATE: December 9, 2019

TIME: 4:30 p.m.

PRESENT: Chairman Buelow, Commissioners Hahn, Boettcher, Hall, Olson, Marks and Shortridge

ABSENT: Commissioners Ballard and Paddock

STAFF PRESENT: Assistant City Planner Luke Sims

The meeting was called to order at 4:30 p.m. by Chairman Buelow.

Approval of Minutes – November 25, 2019

The minutes from the Planning Commission meeting of November 25, 2019 were reviewed. Commissioner Hahn moved to approve the minutes. Commissioner Boettcher seconded the motion. All members present voted aye.

Public Hearing – Final Plat of Jacob Second Subdivision, 2015 Garvin Heights Road

Mr. Sims provided an overview of the proposed three lots on the existing property owner by the Jacob Trust which will be used for future disbursement to family members. Mr. Sims noted that the proposed subdivision was in line with the requirements of the Community Development Department.

Commissioner Shortridge asked if there were blufflands concerns with the proposed final plat. Mr. Sims said there is not an expect impact from this proposed subdivision on any blufflands.

Brian Wodele came forward on behalf of the Jacob Trust to explain the project, confirming that the three lots will be used for future disbursement to family members.

Chairman Buelow opened the public hearing. No members of the public coming forward to speak, the public hearing was closed.

Commissioner Olson moved to recommend approval of the final plat. Commissioner Hahn seconded the motion.

Commissioner Shortridge asked if the properties would be hooked up to sewer and water. Mr. Sims responded that the intent is for all of the properties to be hooked up to sewer and water.

No further discussion forthcoming, the Commission voted on the motion at hand. All members present voted aye.

PLANNING COMMISSION MEETING MINUTES

DECEMBER 9, 2019

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Other Business

Commissioner Boettcher asked to confirm that the next meeting would be December 23, 2019. Mr. Sims confirmed that is the next scheduled date but couldn't say if a meeting would be needed.

Adjournment

On a motion from Commissioner Olson and second by Commissioner Shortridge, the Commission unanimously voted in favor of adjournment at 4:37 p.m.

Luke Sims
Assistant City Planner

PLANNING COMMISSION

AGENDA ITEM: 3. Public Hearing – Comprehensive Plan Amendment Request:
Downtown Fringe to Limited Industrial

PREPARED BY: Luke Sims

DATE: January 13, 2020

INTRODUCTION

This item is the first step in potential rezoning of the property at 330 West Second Street. The format for this item is the following:

- A. Chair shall state the case to be heard.
- B. Chair shall ask the applicant to present his/her case.
- C. Chair shall call on City Staff, to present staff comments.
- D. The hearing shall be opened and interested persons, upon giving their name and address, are invited to speak to the Commission. Following recognition by the Chair, Commission members may ask questions of persons addressing the Commission in order to clarify facts. Any statement by a member, other than to question, may be ruled out of order.
- E. After all new facts and information have been brought forth, the hearing shall be closed, and interested persons shall not be heard again unless the hearing is reopened and unless all interested parties shall be allowed to be heard again. Upon completion of the hearing, the Commission shall discuss the item at hand and render a decision or recommendation.

The role of the Planning Commission is to review the request by considering potential future uses of the land and the Comprehensive Plan's recommendations.

BASE DATA

Petitioner: Black Squirrel Properties, LLC

Location: 330 West Second Street

Parcel ID: 324010062

Area: Approximately .82 acres (35,720 sq. ft.)

Existing Land Use Designation: Downtown Fringe

DF - Downtown Fringe

Area supporting the central downtown core, with a similar mix of uses but a lower intensity. Includes ‘arts district,’ medium density residential, mixed neighborhood retail and offices, employment centers, public spaces, and satellite parking facilities.

- Medium densities; mixed-use buildings are encouraged
- Pedestrian-oriented design
- Redevelopment opportunities
- Appropriate transitions to adjacent neighborhoods

Requested Designation: Limited Industrial

LI - Limited Industrial

Areas for manufacturing, warehousing and distribution; uses that have few outside impacts, and are (or can be) located in relative proximity to non-industrial uses.

- Limit and screen any outdoor storage
- Add landscaping and materials standards, buffering from adjacent residential

Surrounding Land Use Designations:

The 330 West Second Street location is surrounded by a mix of transitional uses, including commercial uses, office, and industrial uses. Properties to the west are predominantly industrial and business-to-business commercial or office space while properties to the south and to the east are predominantly public-facing commercial spaces. The land use designations for the surrounding areas as dictated by the Future Land Use Map in the Comprehensive Plan is Downtown Fringe.

DF - Downtown Fringe

Area supporting the central downtown core, with a similar mix of uses but a lower intensity. Includes 'arts district,' medium density residential, mixed neighborhood retail and offices, employment centers, public spaces, and satellite parking facilities.

- Medium densities; mixed-use buildings are encouraged
- Pedestrian-oriented design
- Redevelopment opportunities
- Appropriate transitions to adjacent neighborhoods

ANALYSIS

The following criteria should serve as guidance for assessing the request to amend the Comprehensive Plan.

1) The amendment is consistent with the policies and objectives of the Comprehensive Plan.

The downtown fringe designation of 330 West Second Street reflected the property's transitional nature when the 2007 Comprehensive Plan was adopted. The property has operated as different commercial businesses since 2007.

Land Use

The Land Use Plan section of the 2007 Comprehensive Plan calls for mixed use districts to provide adequate transitions to industrial or auto-oriented commercial neighborhoods. The location in question has remained an auto-oriented commercial property since the 2007 Comprehensive Plan's adoption and nearby properties designed as mixed use may still function as a transitional separation between the proposed limited industrial designation the applicant is proposing.

Downtown Revitalization Plan

The Comprehensive Plan calls for connections to the river and mixed use in the downtown area with a broad business mix. This includes the redevelopment of industrial sites where industrial activities could be relocated. The Downtown Fringe land use designation, which the property currently operates under, is designed to provide for that transition. That transition along the western portion of that land use designation area has been limited since the adoption of the 2007 Comprehensive Plan.

Housing

The Housing Plan section in the 2007 Comprehensive Plan recognizes that the future land use designations encouraging mixed use and mixed income infill and redevelopment in portions of the city that are currently industrial may be suitable for redevelopment.

2) The amendments are being requested due to changes which have occurred since adoption of the 2007 Comprehensive Plan.

Since adoption of the Comprehensive Plan in 2007 the property has undergone multiple changes in commercial tenants. With the exception of 270 West Third Street to the southeast, the surrounding properties have not yet transitioned to the envisioned mixed use and vibrant commercial properties envisioned by the 2007 Comprehensive Plan.

3) The amendment will not have an undue impact on the health, safety, or welfare of the community.

The proposed amendment relates to potential reuse of the existing building as it stands. The potential reuse of the building, which has had past compatible uses under its Downtown Fringe designation, will likely not have an undue impact on the health, safety, or welfare of the community. Limited Industrial designation promotes that will have few outside impacts and can be located in relative proximity to non-industrial uses. The surrounding Downtown Fringe-designated transitional area is a natural adjoining designation for a Limited Industrial-designated property.

GENERAL PUBLIC CORRESPONDANCE

As of the date this agenda item was written, City Staff has received no correspondence from the public.

SUMMARY OF ANALYSIS

In summary, the previous analysis concludes:

1. Since adoption of the Comprehensive Plan in 2007, the property and the majority of its surrounding neighbors have not transitioned to the mixed use envisioned by the Comprehensive Plan as reflected in the Downtown Fringe Land Use Designation.
2. Considering the developer's proposal, the requested amendment is not likely to have an undue (excessive) impact on the health, safety, or welfare of the community.

In consideration of this matter, the following alternative actions are available:

1. Recommend approval of the request with the following conditions:

In this case, a motion to approve and adopt the summary analysis as the findings of the Planning Commission would be appropriate.

2. Recommend denial of the request. If denial is recommended, specific reasons should be given. These reasons should relate to the analysis above or the general public health, safety, and welfare. In this case, a motion should be made to postpone further consideration and direct staff to bring a resolution of denial to the next meeting.
3. Recommend tabling the request.

ATTACHMENTS

- A. Comprehensive Plan Amendment Application
- B. Land Use Designation Map

A.

2019
**COMPREHENSIVE PLAN FUTURE LAND USE
 MAP AMENDMENT APPLICATION**
 COMMUNITY DEVELOPMENT, CITY OF WINONA, MINNESOTA 55987
 P.O. BOX 378 507/457-8250 FAX: 507/457-8212

SITE ADDRESS: 330 West 2nd Street

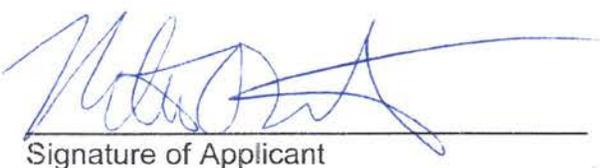
Property Owner:		
Company/Individual	<u>Black Squirrel Properties, LLC</u>	
Contact Person	<u>Michael Onstad</u>	E-Mail <u>Mike@contagiousstays.com</u>
Mailing Address	<u>1710 Wilkie Drive</u>	Office Phone _____
City/State/Zip	<u>Winona, MN 55987</u>	Mobile Phone <u>507 313 2400</u>
 Applicant:		
Company/Individual	<u>Michael Onstad</u>	E-Mail <u>same as above</u>
Contact Person	_____	Office Phone _____
Mailing Address	<u>Same as above</u>	Mobile Phone <u>↓</u>
City/State/Zip	<u>↓</u>	_____

This application will not be processed without payment of the \$215.00 fee.

Additional information required for the application is on following page.

Current Land Use Designation of Property: MU-DF DOWNTOWN FRINGE

Proposed Land Use Designation of Property: Limited Industrial



 Signature of Applicant

 Signature of Land Owner
 (If different from applicant)

For Staff Use Only	<u>12/30/19</u>	Comp Plan Change # <u>79-2019</u>	EG-INV-1843
Date Received:	<u>32.401.0068</u>	Zoning <u>MU-DF</u>	Receipt # <u>574092</u>
Parcel #:	LEGAL DESCRIPTION OF PROPERTY: _____		

330 West 2nd Street, Winona MN 55987

1. Respond to the following criteria to be considered by the Planning Commission and City Council when reviewing the proposed Comprehensive Plan map amendment:

a. The amendment is consistent with the policies and objectives of the Comprehensive Plan.

Yes,

- **There is still a mixed-use buffer between the downtown district and my building- Ace Hardware/Empty Lot/and Huff Street act as buffers.**
- **Rezoning as Limited Industrial does not preclude me from offering services consistent to the objective of the comprehensive plan to the public and surrounding neighborhood as zoned as Limited Industrial. There will be no storage units located outside of the building.**
- **The building was built 1998-historically this building is not a part of downtown Winona.**

b. The amendment is being requested due to changes which have occurred since the adoption of the Comprehensive Plan.

Yes,

- **Death of retail**
- **Failure of 2 business in the space- Sears Homestore and Fetch Winona, LLC**
- **Fastenal new building and land purchase**

c. The amendment will not have an undue impact on the health, safety, or welfare of the community.

Yes,

- **There will be no changes to the exterior of the building**
- **Customer traffic will be similar or less than 2 previous tenants- Fetch and Sears**
- **There will be no heavy machinery being used or hazardous materials being used or stored.**
- **The building has adequate parking-22 spaces. Parking downtown will not be impacted by the change.**

2. Provide a preliminary site plan for the proposed use. Show proposed structures, parking areas, landscaping/buffering, and other general information as appropriate. Note that this plan is not binding but simply provided for informational purposes.

Attached.

3. Provide information on communication with neighboring property owners or residents regarding the proposed Comp Plan amendment. Note that property owners within 350 feet of the subject parcel will be notified of the requested Comprehensive Plan change prior to the Planning Commission and City Council Public hearings.

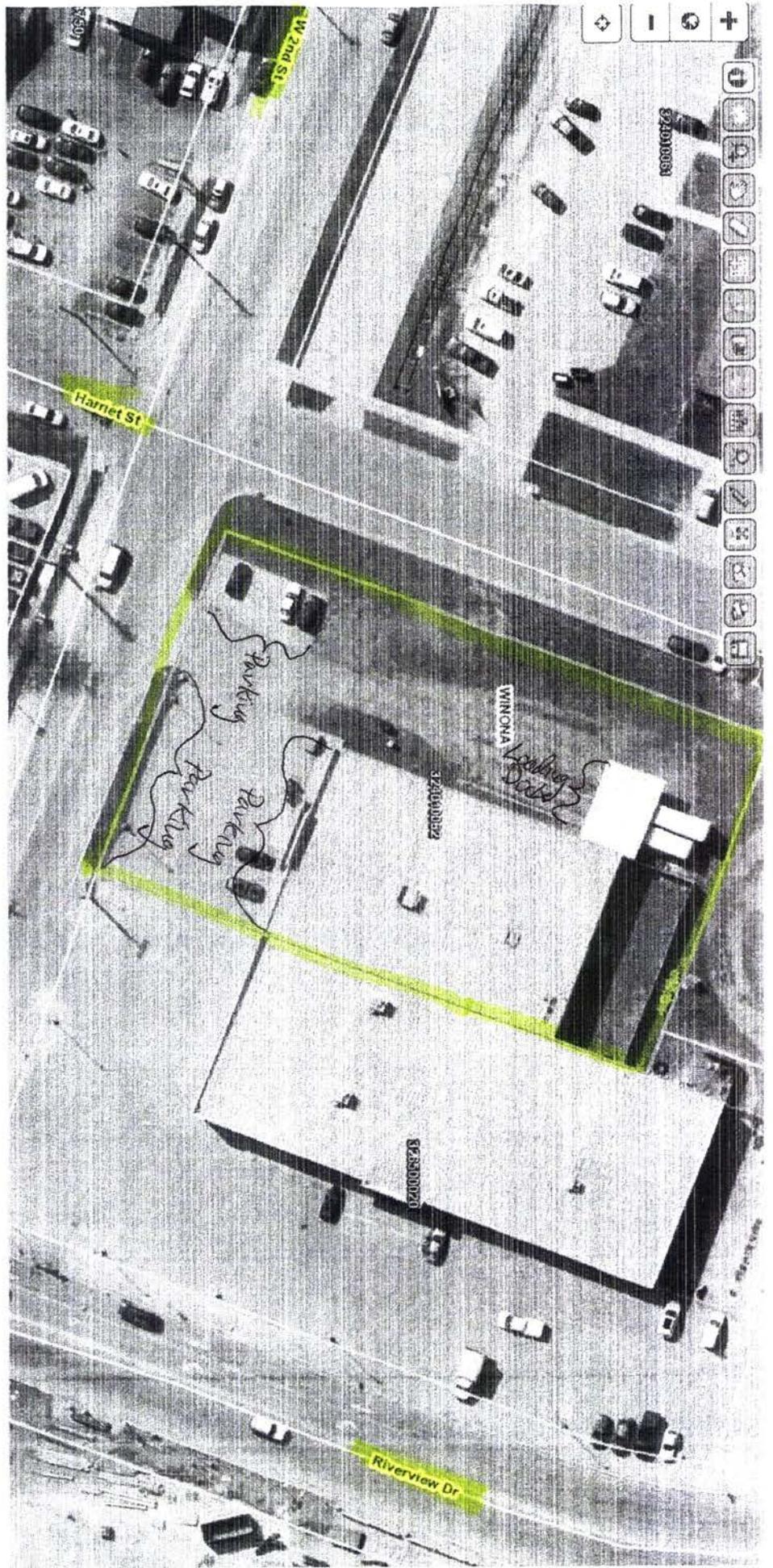
I will be contacting the neighbors located within the 350 feet of my parcel over the next week.

UDC Amendment
330 West 2nd Street
Parcel ID 3240100062

~~Plan~~

Preliminary Site Plan

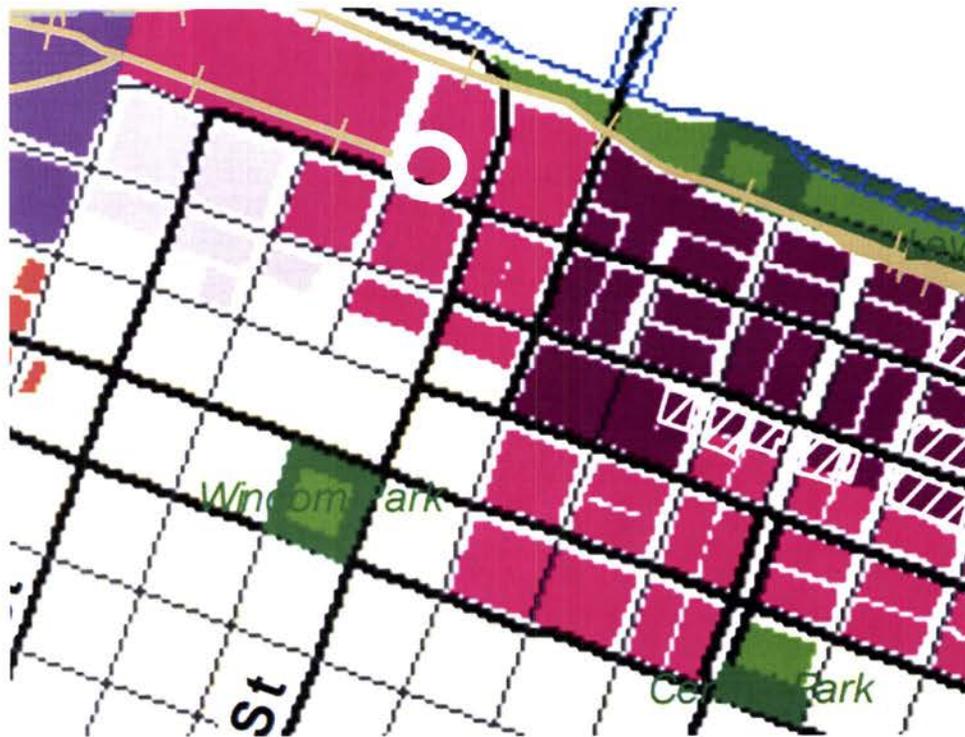
No Changes to
the site. ✓



Michael Onstad

B.

330 West Second Street Use Designation



-  Downtown Mixed Use
-  Downtown Fringe
-  Neighborhood Commercial
-  General Commercial
-  Limited Industrial
-  General Industrial