



COMMUNITY DEVELOPMENT

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

June 2, 2020

Planning Commissioners
Winona, Minnesota 55987

Dear Commissioner:

The next meeting of the Planning Commission will be held on **Monday, June 8, 2020, at 4:30 p.m. electronically via Zoom. Instructions for access to Zoom are attached to this meeting notice.**

1. **Call to Order**
2. **Approval of Minutes – May 26, 2020**
3. **Public Hearing – Final Plat of Target Lake Park Retail Subdivision**
4. **Public Hearing – Comprehensive Plan Amendment Request – Low Density to Urban Residential at 22839 County Road 17**
5. **Other Business**
6. **Adjournment**

Sincerely,



Carlos Espinosa
City Planner

NOTE: Final Downtown Strategic Plan available online at
<https://www.cityofwinona.com/city-services/community-development/>

Zoom Procedures for Planning Commission

All interested parties are invited to participate via electronic means. This meeting is open to the public via web or phone. This meeting begins at 4:30 pm; please log in prior to the start of the meeting. You may exit the meeting at any time.

Planning Commission and Staff:

- To join the Zoom Meeting via web, go to: <https://zoom.us/j/575007967>
and enter Meeting ID: 575 007 967
- To join via phone, dial either phone number:
+1 312 626 6799 US (Primary)
+1 646 558 8656 US (Backup)
When prompted, enter the following Meeting ID: 575 007 967
Then enter your participant ID if you have one; if not, enter #

For participants:

- Only use one audio source; audio from computer is preferred if available.
- Be aware of background noise from your location.
- If using phone, do not use the speaker function.
- If using a web cam, be aware of what is in your background.
- If you have headphones, please use them as that will limit background noise
- Please mute your audio until you wish to speak. Then unmute your audio, and ask the Chairman for permission to talk.
- If using web access, note the options for you to view the meeting (gallery shows all participants same size)

Other notes:

- Staff will "host" the meeting on a city computer and will manage when participants' audio is muted / unmuted.
- The public hearing notices included the Zoom meeting information, and also indicated that written comments could be submitted to staff by a set date prior to the Planning Commission meeting. These written comments will be provided to the Commissioners either in advance or at the public hearing.

PLANNING COMMISSION MINUTES

DATE: May 26, 2020

TIME: 4:30 p.m.

PRESENT: Chairman Buelow; Commissioners Hahn, Olson, Hall, Paddock, Shortridge, Ballard, and Marks

ABSENT: Commissioner Boettcher

STAFF PRESENT: City Planner Carlos Espinosa; Assistant City Planner Luke Sims

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

Approval of Minutes – May 26, 2020

The minutes from the May 11, 2020 meeting were reviewed and then approved unanimously upon a motion from Commissioner Olson and second by Commissioner Shortridge.

Discussion – Commission Code Concerns

Mr. Espinosa summarized the proposed changes related to the definition of cluster development.

Commissioners were supportive of the proposed amendments. Chairman Buelow stated that adding more examples of cluster housing layouts would be beneficial.

Next, Mr. Espinosa went over proposed code change to address concerns about overly large garages being bigger than the dwellings they are accessory to. Commissioners were supportive of the proposed amendment.

Finally, Mr. Espinosa reviewed the potential for a Suburban Multi-family land use designation for outside the core area of Winona in the City's updated Comprehensive Plan.

There being no further comments, Chairman Buelow moved to the next item.

Discussion – Short Term Rentals Update

Mr. Sims went through a presentation to Commissioners that outlined the current status of short term rentals in Winona. Mr. Sims stated that 20 total properties are certified with a total of 28 units. The properties are spread throughout the City and not really concentrated in one area. Also, there are multiple different kinds of units being certified

PLANNING COMMISSION MINUTES

MAY 26, 2020

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(student rental, non-student rentals, etc.). Finally, Mr. Sims stated that the City has not received any complaints related to the existing short term rentals.

Commission Olson noted that many of the new short term rentals that have been certified are existing rentals. As a result, the surrounding neighborhood is more used to the property being a rental.

Chairman Buelow noted that short term rentals are typically maintained well because reviews would not be positive if the opposite were true.

Other Business

Mr. Espinosa noted that the Commission would be reviewing an updated petition from Bradford Development at the next meeting.

Adjournment

The meeting was adjourned at 5:15 p.m.

Carlos Espinosa
City Planner

PLANNING COMMISSION

AGENDA ITEM: 3. Public Hearing–Final Plat of Target Lake Park Retail Subdivision

PREPARED BY: Luke Sims

DATE: June 8, 2020

BASE DATA

Petitioner:	Cave Enterprises Operations LLC
Location:	860 Mankato Avenue
Existing Zoning:	B-3, General Business District
Area:	Approximately .75 Acres (32,670 Sq. Ft.)
Lot Area Requirements:	None
Lot Frontage Requirements:	None
Yard Setback Requirements:	None
Existing Number of Lots:	One
Proposed Number of Lots:	Two
Proposed Lot Areas:	Lot 1 – approximately 32,670 square feet Lot 2 – approximately 312,760 square feet
Proposed Lot Frontage:	Lot 1 – 194 feet Lot 2 – 569 feet



860 Mankato Avenue

DISCUSSION

The proposed subdivision is to create a new lot located in the northwest corner of the existing lot addressed as 860 Mankato Avenue. The proposed Lot 1 will be roughly .75 acres in size and will utilize access through the parking lot that will be retained by Lot 2 of the Target Lake Park Retail Subdivision. The proposed Lot 1 will include the land on which the existing Target sign sits, which will need to be addressed through a variance as an off-premise sign, currently scheduled for June 3, 2020. Additionally, access through the existing 860 Mankato Avenue private property will need to be ensured through a recorded easement.

RECOMMENDATION

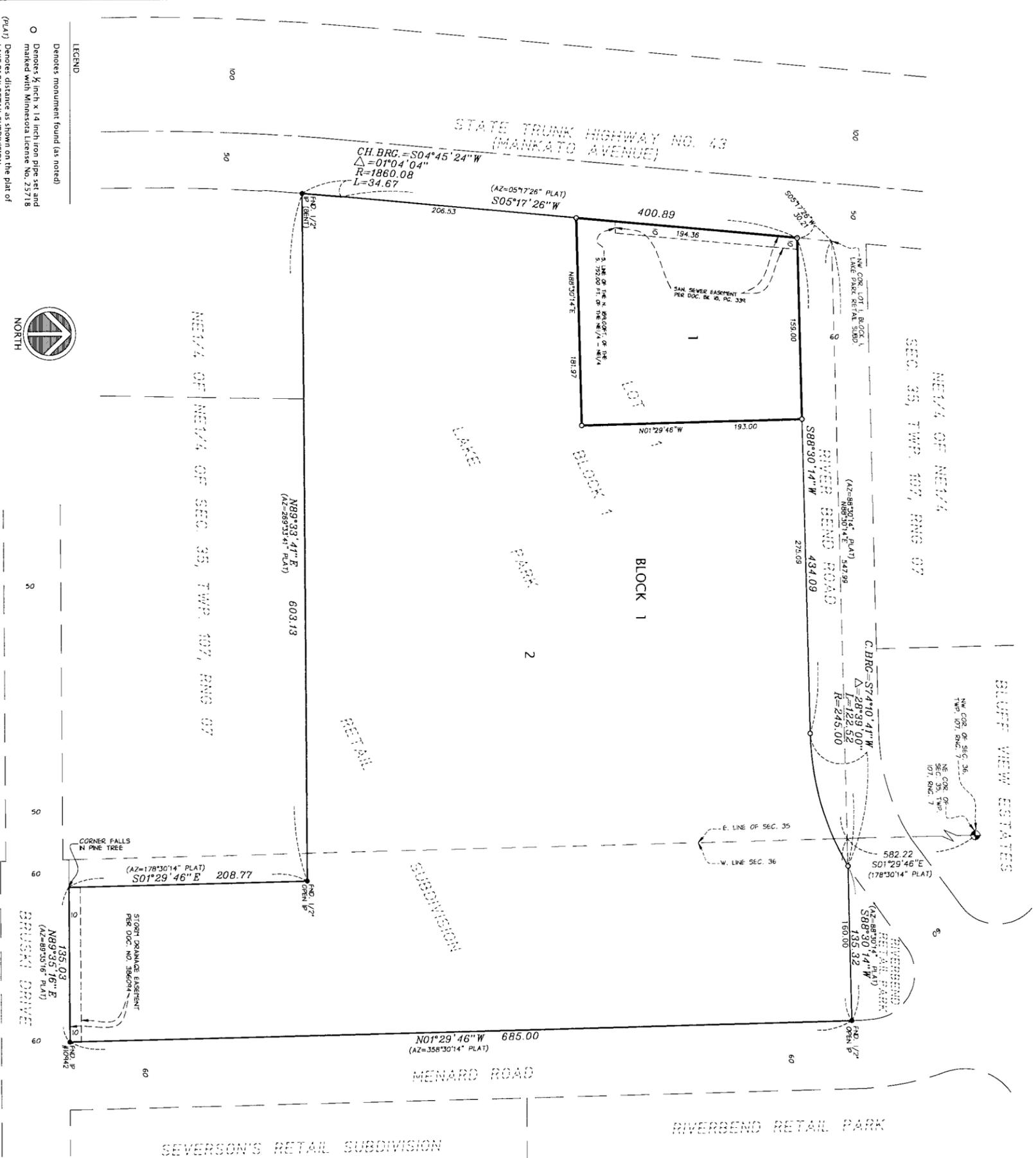
Given the previous, the proposed plat has been found to be consistent with the intent and purposes of zoning and subdivision ordinances with the exception of the status of the extant Target sign and the access to the property. Based on this, City Staff recommends approval with the following conditions:

1. Applicants and future owners of Block 1, Lot 1 shall seek a variance for the extant Target sign to be located on Block 1, Lot 1 as an off-premise sign. This is tentatively scheduled for June 3, 2020
2. Applicants shall record an access easement with the owners of Block 1, Lot 2 ensuring access and circulation of traffic to Block 1, Lot 1.

Attachment:

- Final Plat

TARGET LAKE PARK RETAIL SUBDIVISION



KNOW ALL PERSONS BY THESE PRESENTS: That Dayton Hudson Corporation, a Minnesota Corporation, owner of the following described property situated in the City of Saint Paul, County of Winona, State of Minnesota:

Lot 1, Block 1, Lake Park Retail Subdivision, except that part thereof described as follows:

Beginning at the northwest corner of said lot; thence North 88 degrees 30 minutes 14 seconds East, 547.99 feet along the northerly line of said lot to the beginning of a 245.00 foot radius, non-tangent curve, concave northwesterly; thence southwesterly 122.52 feet along said curve having a chord bearing South 74 degrees 10 minutes 41 seconds West, 121.24 feet; thence South 88 degrees 30 minutes 14 seconds West, 434.09 feet along a line being 30.00 feet southerly of and parallel to said northerly line to a point on the westerly line of said lot; thence North 05 degrees 17 minutes 26 seconds East, 30.21 feet along said westerly line to the point of beginning.

Has caused the same to be surveyed and platted as TARGET LAKE PARK RETAIL SUBDIVISION and does hereby dedicate to the public for public use forever the easements for drainage and utility purposes only as shown on this plat.

In witness whereof said Dayton Hudson Corporation, a Minnesota Corporation, has caused these presents to be signed by its proper officer this _____ day of _____, 2020.

Signed: Dayton Hudson Corporation, a Minnesota Corporation.

Notary Public: _____ County, _____ (Printed Name)
My Commission Expires: _____

STATE OF _____ COUNTY OF _____ day of _____, 2020, by _____ (Printed Name)
The foregoing instrument was acknowledged before me this _____ day of _____, 2020, by Daniel L. Thurmes, Licensed Land Surveyor.

Dated this _____ day of _____, 2020

Daniel L. Thurmes, Land Surveyor
Minnesota License No. 25718
COUNTY OF WASHINGTON

The foregoing instrument was acknowledged before me this _____ day of _____, 2020, by Daniel L. Thurmes, Licensed Land Surveyor.

Notary Public: _____ County, _____ (Printed Name)
My Commission Expires: _____

Notary Public Dakota County, Minnesota
My Commission Expires January 31, 2025

CITY COUNCIL, CITY OF WINONA, MINNESOTA
This plat of TARGET LAKE PARK RETAIL SUBDIVISION was approved and accepted by the City Council of the City of Winona, Minnesota at a regular meeting thereof held this _____ day of _____, 2020 and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03.

_____, City Clerk

COUNTY SURVEYOR
I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Sub. 11, this plat has been reviewed and approved this _____ day of _____, 2020.

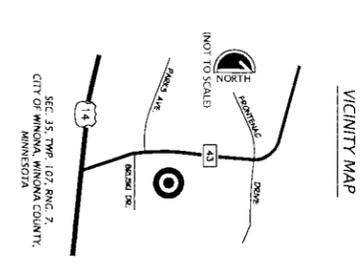
Brian Wodale, Winona County Surveyor
Minnesota License No. 465559

COUNTY AUDITOR/TREASURER, WINONA COUNTY, MINNESOTA
Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 20____ on the land heretofore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this _____ day of _____, 2020.

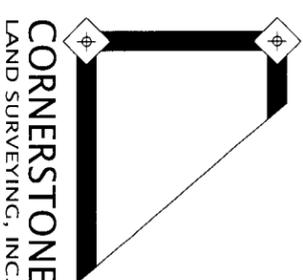
Sandra J. Sudtla, Winona County Auditor/Treasurer

COUNTY RECORDER, COUNTY OF WINONA, STATE OF MINNESOTA
I hereby certify that this plat of PINECREST FIRST ADDITION was filed in the office of the County Recorder for public record on this _____ day of _____, 2020, at _____ o'clock _____ M, and was duly filed as Document No. _____

Robert J. Barbierik, Winona County Recorder
By _____ Deputy



FOR THE PURPOSES OF THIS SURVEY THE WESTERLY LINE OF LOT 1, BLOCK 1, LAKE PARK RETAIL SUBDIVISION IS ASSUMED TO BEAR S05°17'26"W.



PLANNING COMMISSION

**AGENDA ITEM: 4. Public Hearing – Comprehensive Plan Amendment Request -
Low Density to Urban Residential at 22839 County Road 17**

PREPARED BY: Carlos Espinosa

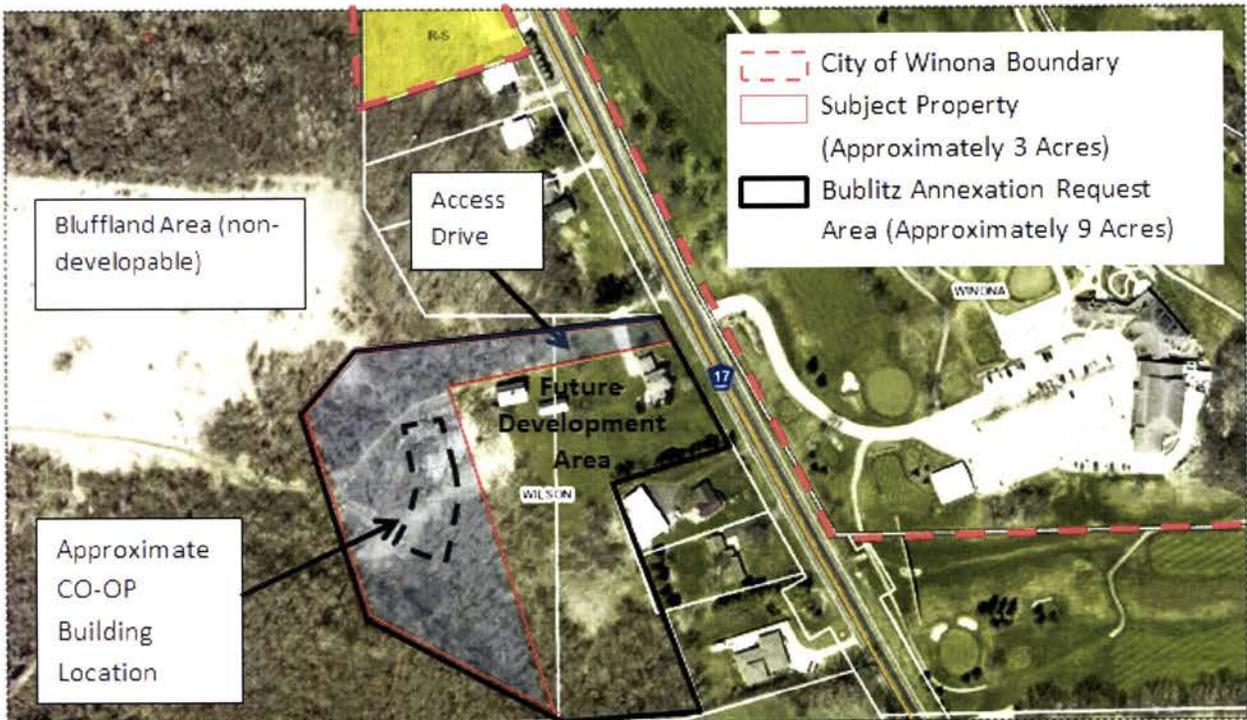
DATE: June 8, 2020

INTRODUCTION

The Commission last reviewed a similar Comprehensive Plan Amendment request for the same piece of property on April 13th. At that time, the amendment related to a four-story 36-unit CO-OP building. Following Commission review and approval, the City Council reviewed the item on May 4th. The Council denied the request citing concerns about density, scale, lack of connectivity, and planned and orderly development.

In response, the Bradford Development has proposed to reduce the height of the structure from four to three stories and construct a maximum of 36 units. Removing a floor from the building constitutes a material change to the application. As a result, the new application is required to be heard by the Commission before proceeding to Council.

In accordance, Bradford Development is proposing to develop a maximum 36 unit CO-OP senior living (Age 62+) facility at 22839 County Road 17. The three acre subject property is across County Road 17 from the main entrance to the Bridges Golf Course. The property is currently in Wilson Township. In order to proceed, Bradford Development is seeking to re-designate the subject property from Low Density to Urban Residential.



The owner of the property is Mitchell Bublitz. Mr. Bublitz has submitted a petition to annex the subject property along with an additional six acres of land into the City of Winona. In addition to this agenda item, the proposed development will require annexation of Mr. Bublitz’s property and approval of the following to proceed:

1. Zoning – application of the R-3 zoning district
2. Potential Variance – to building height requirements
3. Preliminary Plat
4. Final Plat
5. Site Plan

In accordance, this request is just one of the first steps in the public review process. At this time, the role of the Commission is to review the proposal in consideration of the Comprehensive Plan amendment criteria discussed on pages 5-7. Staff would recommend the following conditions for any approval action:

Recommended Conditions:

1. All land use, zoning, subdivision, and site plan approvals to construct a three story CO-OP senior living facility with up to 36 units shall be obtained by June 2021.

- 2. If the above condition is not met, the Comprehensive Plan Change shall be null and void.

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 the City Planner, 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.

BASE DATA

Petitioner: Bradford Development

Property Owner: Mitchell Bublitz

Location: 22839 Co. Rd. 17

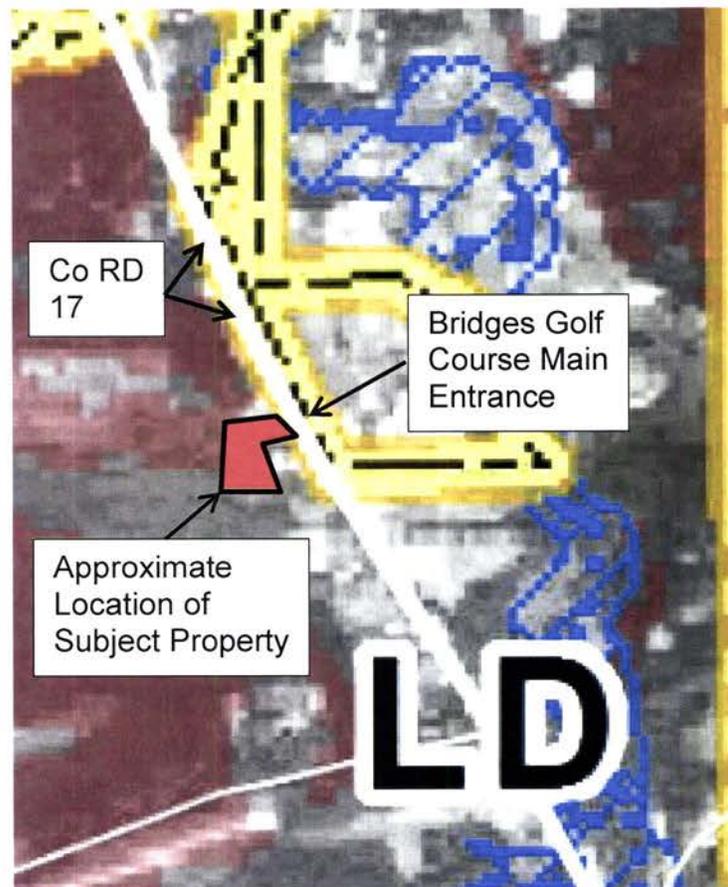
Area: Approximately 3 acres

Existing Land Use Designation: Low Density

LD - Low Density	
Will be located in the City's Urban Expansion area as well as many existing hilltop and valley locations in the southern part of the City where steep slopes and other constraints limit densities.	May require conservation development in areas with steep slopes and other sensitive natural resources. Densities will be determined based on <u>buildable</u> land, not parcel size.

Requested Designation: Urban Residential

Urban Residential (High Density)	
Existing and potential high-density residential buildings, including student housing areas, live-work development, and limited retail and service. Housing types include: <ul style="list-style-type: none">• Multi-family• Senior housing (typically hi-rise)• Attached housing	<ul style="list-style-type: none">• Should be well-connected to parks, open space, shopping and services• Design appropriate transitions to existing 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.

Land Use Section

As noted above, the Comprehensive Plan designates the subject property as Low Density. However, the subject property is located in what the Comprehensive Plan defines as the “Urban Expansion Area.” According to the Plan, the Future Land Use Plan “depicts proposed land uses within city boundaries,” while the Urban Expansion Area “presents a more conceptual plan for long-range growth outside those boundaries” (See Attachments A and B). Thus, although the requested Urban Residential Land Use designation is a significant departure from the “Low Density” category, it would appear the plan intends for more flexibility in the Urban Expansion Area (where the subject property is located).

Housing Section

The Housing Section of the Comprehensive Plan establishes a goal of a “balanced housing supply” through “Plan[ing] for a housing supply that meets the current and future needs of all demographic and socioeconomic sectors of the population.” The Plan continues with an objective to “Assess the future needs for housing in Winona, including the large “baby boom” population segment.” In accordance, the proposed senior CO-OP fulfills this objective.

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

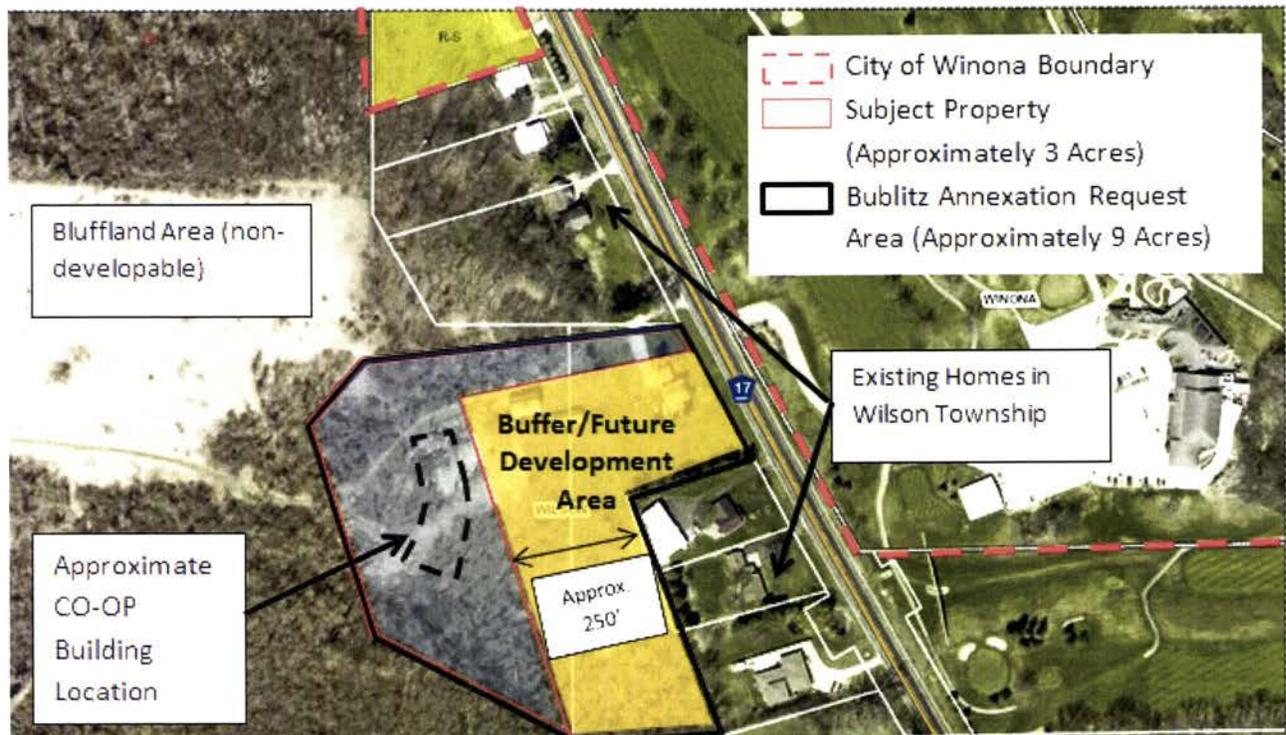
Since adoption of the Comprehensive Plan in 2007, sewer and water utilities were extended past the subject property in 2008. The lines were extended from the Treetops area south along County Road 17 to reach the Cobblestone Subdivision. In addition to providing City sewer and water service for Cobblestone, it was anticipated that the mains could provide service for existing properties and help facilitate new development.

In addition, the City completed its most recent housing study in 2016. The study projected an unmet demand of 42 “Active Adult Owner Occupied” housing units in 2016, and 44 units in 2031. In addition, the developer did an independent study which also showed demand for this housing type. Importantly, recent multifamily housing developments (e.g. Main Square; Bluffview Estates on Mankato Ave, etc) are *rental*

units that are not in the same category as Owner-Occupied/Cooperative Housing units. As a result, despite recent multi-family housing developments in Winona, it appears that demand will continue to be strong into the future for the CO-OP units proposed by Bradford Development.

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

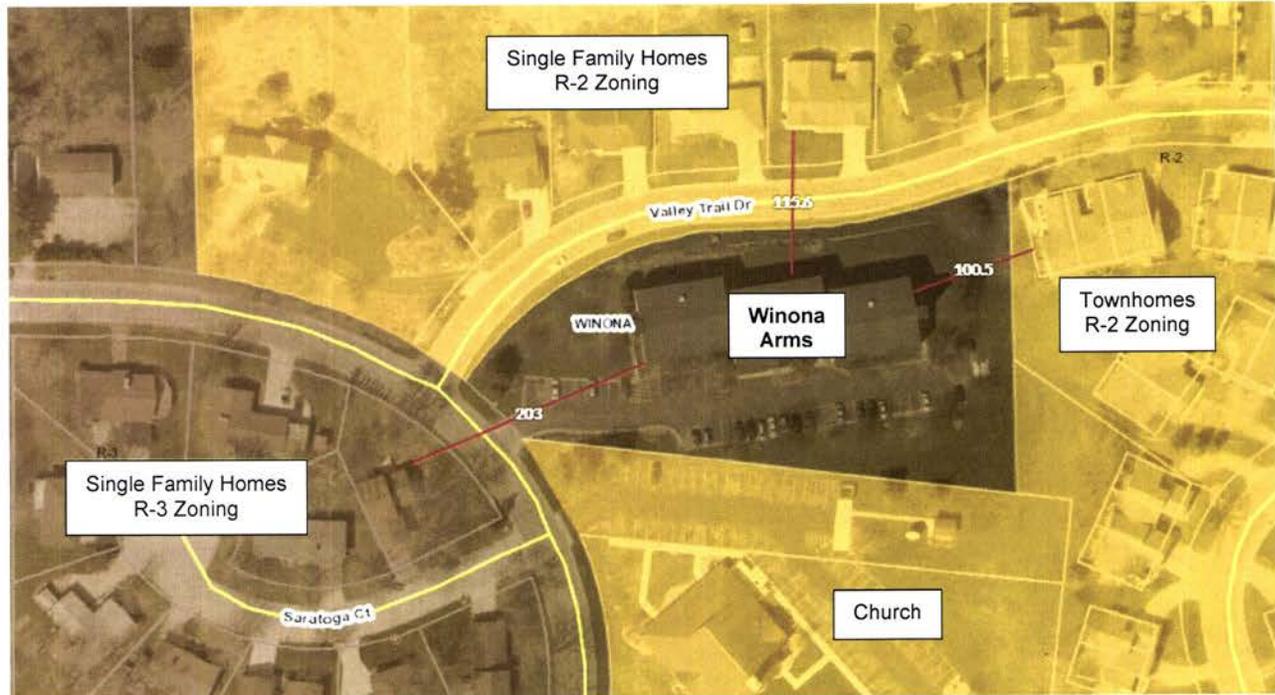
The proposed Urban Residential land use designation is surrounded by existing low density or undeveloped properties. In accordance, the proposed multi-unit residential building is not in character with the density of surrounding area. However, the impact of the use will be buffered in the short term by an undeveloped area between the subject property and existing houses on County Road 17:



As shown above, there is approximately 250' between the CO-OP property and the adjacent residential properties in Wilson Township. This buffer area will remain designated Low Density. This designation would support future rezoning to a "maximum" R-1.5 zoning district which, in concept, would allow new low density residential homes to be built between the existing structures on County Road 17 and the proposed senior CO-OP.

On other side of the subject property is undeveloped land with relatively steep slopes which makes future development unlikely.

Overall, staff sees the setting for proposed CO-OP development as somewhat similar to the 49 unit Winona Arms apartment building in Knopp Valley. Although the building is high density, it is part of a surrounding neighborhood which includes single-family homes, townhomes, and a church:



ACTIONS

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

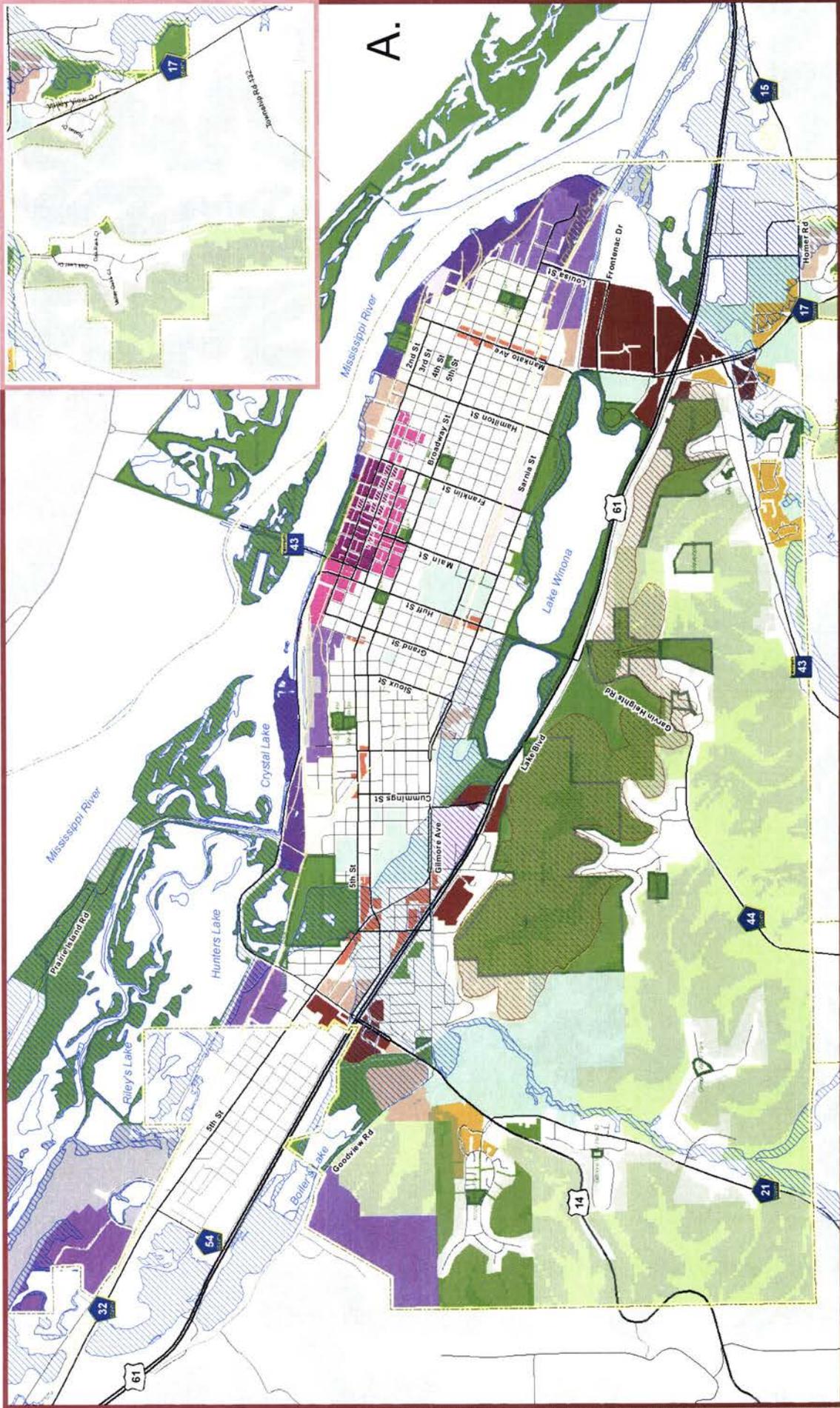
1. Recommend approval of the request. As noted previously, staff recommends that approval action contain the following conditions:
 - i. All land use, zoning, subdivision, and site plan approvals to construct a three story CO-OP senior living facility with up to 36 units shall be obtained by June 2021.
 - ii. If the above condition is not met, the Comprehensive Plan Change shall be null and void.

In this case, a motion to approve the conditions and adopt the analysis above as the findings of the Commission would be in order.

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 direct staff to bring a resolution of denial to the next meeting.
3. Recommend tabling the request.

ATTACHMENTS

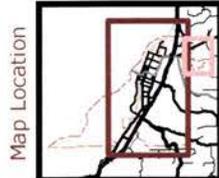
- A. Future Land Use Plan
- B. Urban Expansion Area



See Inset Above

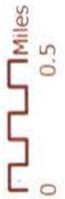


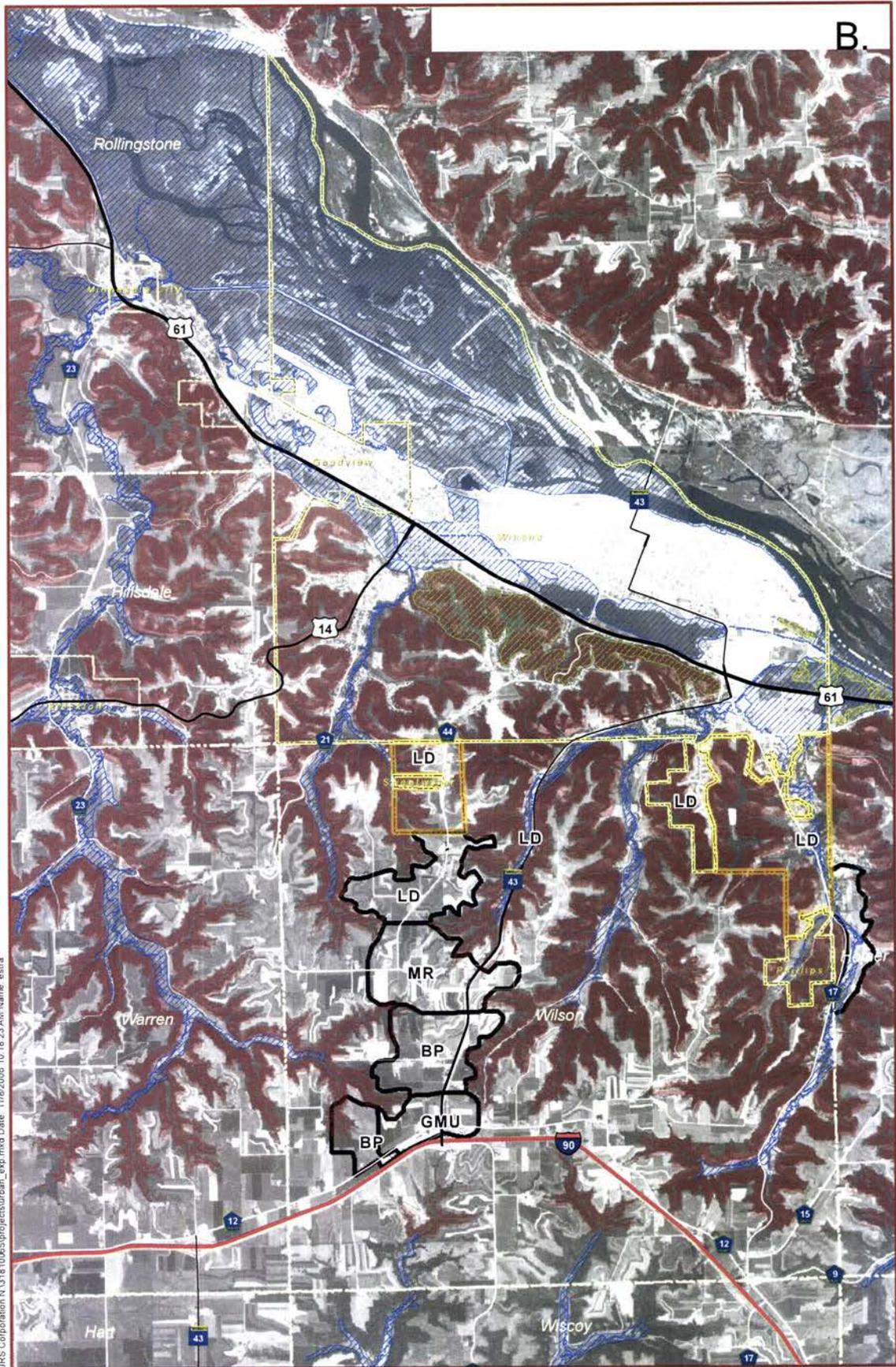
Data Sources: URS



Land Uses	
	Downtown Mixed Use
	Downtown Fringe
	Neighborhood Commercial
	General Commercial
	Limited Industrial
	General Industrial
	Industrial Riverfront
	General Mixed Use
	Transportation and Utilities
	Limited Residential
	Low Density Residential
	Traditional Neighborhood
	Mixed Residential
	Urban Residential
	Public and Open Space
	Semi-Public/Institutional/Education
	Recreational Riverfront
	Park
	Wetlands
	High Quality Native Plant Communities
	100 year floodplain
	Slopes > 30%
	Historic District

Figure 2
Future Land Use Plan
 June 2007





URS Corporation N:\31810065\projects\urban_exp.mxd Date: 11/8/2006 10:18:23 AM Name: extra



Data Sources: City of Winona, MnDOT, MnDNR

Proposed Land Use

- LD Low Density Residential
- MR Mixed Residential
- BP Business Park
- GMU General Mixed Use

- Orderly Annexation Areas
- Slope > 30
- Wetlands
- High Quality Native Plant Communities
- 100 year floodplain

Figure 3
**Proposed Land Use Plan,
Urban Expansion Area**

June 2007

