

PLANNING COMMISSION MINUTES

DATE: April 13, 2020

TIME: 4:30 p.m.

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

ABSENT: Commissioner Paddock

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 – March 23, 2020

The minutes from the Planning Commission meeting of March 23, 2020 were reviewed. Commissioner Olson moved to approve the minutes. Commissioner Hahn seconded the motion and the minutes were approved unanimously via roll call vote (roll call vote sheet attached to these minutes as Appendix A).

Public Hearing – 701 Wilson Street Tourist Home Interim Use Permit

Applicant Jo Koo spoke about the application for an IUP at 701 Wilson Street, reiterating the proposed occasional use by the owners as discussed at the previous meeting.

Mr. Sims provided an overview of the proposed tourist home. He noted that the application met the IUP requirements under review and that staff recommended approval.

Commissioner Hahn moved to approve the Interim Use Permit application. Commissioner Shortridge seconded the motion.

Commissioner Olson asked if any problems may be arising from the influx of IUP's for tourist homes since creating the short term rental regulations. Mr. Sims responded that City staff could research any potential problems that have arisen and report back.

Commissioner Hahn asked if the property was subject to the 30% Rule. Mr. Sims responded that this was correct and that there is an existing standard rental license for the property.

No further comments forthcoming, the Commission voted on the motion at hand. The motion was approved unanimously via roll call vote (roll call vote sheet attached to these minutes as Appendix A).

Public Hearing – Main Square Annex Final Plat at 166 West 6th Street

Cindy Telstad spoke on behalf of the applicant, reiterating that the proposed subdivision meets the City's requirements as was mentioned when the Commission first heard the item at the previous meeting. Ms. Telstad asked that the subdivision be approved.

Mr. Espinosa provided an overview of the proposed subdivision and recommended approval as the subdivision met the City's requirements with two conditions: 1) a lot size variance for Lot 2 shall be obtained, and 2) a variance shall be obtained for the 40 parking spaces that will now occupy a separate parcel.

Chairman Buelow opened the public hearing.

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

Commissioner Olson moved to approve the request with City staff's recommended conditions. Commissioner Ballard seconded the motion. The motion was approved unanimously via roll call vote (roll call vote sheet attached to these minutes as Appendix A).

Commissioner Boettcher joined the meeting.

Public Hearing – Comprehensive Plan Amendment Request – Low Density Residential to Urban Residential at 22839 County Road 17

Melissa Nelson of Bradford Development spoke on behalf of the applicant, providing an overview of the proposed co-op housing development which has a 48 person waiting list and will provide 36 units. Ms. Nelson noted that the proposed units will help fill some of the 82 units identified as a need in the housing study and will qualify as affordable housing. Ms. Nelson mentioned that the proposed development is in a good rural setting and that cooperative housing is successful and has been successful in Winona before. The proposed cooperative housing development will be four stories high with underground parking and will have units going for between \$108,000 and \$154,000. Regarding the nearby bluff, Ms. Nelson mentioned that the building will sit back along the bluff line.

Mr. Espinosa provided an overview of the proposed Comprehensive Plan Map Amendment and noted that the property in consideration before the Planning Commission is not yet in the City of Winona and is heading to an annexation hearing at the City Council on May 4, 2020. The proposed Map Amendment is for three acres of the total nine acres that may be annexed. He mentioned that there has been a pre-council meeting with general City Council support and there will be future action needed for this project to move forward, including zoning of the property following this map amendment, a variance to building heights, preliminary and final plats, and a site plan. The specific request before the Commission is a change from low density to urban residential. Mr. Espinosa mentioned that City staff recommends two conditions for any

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approval, 1) all land use, zoning, and site plan approvals shall be obtained by May, 2021, and 2) If Condition 1 is not met, the Comp Plan change is null and void. Mr. Espinosa mentioned that the Urban Residential designation is the high density designation in the Comprehensive Plan, which is usually reflective of the core of Winona and hence its name. He noted that it is the only land use designation that would support the proposal at this location. Mr. Espinosa addressed the three criteria the Commission is to consider in this case. Starting with the consistency with the Comprehensive Plan, Mr. Espinosa began by noting that the property in question falls in the Urban Expansion area of the Comprehensive Plan which supports more flexibility and that the Housing Section also supports a balanced housing supply and addressing future needs of housing in Winona, including the large "baby boom" population segment. Secondly, the Commission is to consider whether any changes have occurred since the 2007 Comprehensive Plan. Mr. Espinosa mentioned that City sewer and water were extended past the property in question since the adoption of the Comprehensive Plan. Additionally, the City completed a housing study in 2016 which included a recognized demand for this housing type and to meet the market segment and that cooperative housing was specifically identified in the housing study. The Mayor's Housing Task Force recommended zoning changes where land is annexed to support meeting housing demand. Thirdly, City staff found that while out of character with the surrounding low density residential, the use will be buffered by undeveloped land which will remain low density should development occur in the future. The proposed buffer land is approximately the same size as a city block. Mr. Espinosa highlighted the bluffland area behind the proposed development and that it is largely undevelopable. Mr. Espinosa compared the proposed development to the existing Winona Arms development in Knopp Valley, which is high density but surrounded by single family homes, townhomes, and a church and follows the same zoning district as the potential zoning of the Bradford Development Cooperative housing project.

Chairman Buelow opened the public hearing.

Jim Vrchota, 1406 Highland Drive, and the Chair of the Housing Task Force spoke in favor of the request, highlighting the market need it is meeting as identified by the Housing Task Force and asked the Commission to support the request.

Mike Littrell, 23273 Blackberry Road, expressed concern about what would prevent the project from expanding into the bluffland. He mentioned that his wife and he were against the proposal. Mr. Littrell asked whether a water tower would be incorporated in the future. Laurel Littrell asked what would happen to the bluffland lands that had already been compromised when it was clear cut by the owner and the brush and lumber was left in piles along the bluff side, which is unsightly and a fire risk. She asked whether any of that would be required to be cleaned up before moving forward. Mr. Littrell mentioned that the land was bulldozed into piles and has changed the dynamic of the land and compared it to a bomb being set off. Mr. Espinosa mentioned that the area

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being referenced is outside of the request before the Commission and outside the area potentially to be annexed into the City. He noted that it is in Wilson Township and that the City would like to work cooperatively to ensure the land is managed appropriately. Chairman Buelow asked if the land, should it be annexed, would have to comply with the City's Bluffland Ordinance. Mr. Espinosa responded that it would and the development in the land under Commission review at the meeting would be required to comply. He did note that any additional land for use of a water tower or something similar would undergo review under the Bluffland Ordinance as well. Ms. Littrell expressed appreciation for a willingness of the City to work with the Township but mentioned that it is really the property owner's responsibility to clean up and mentioned it made sense that the City would want the property owner to clean it up before rewarding the property owner with the approvals for development. Chairman Buelow noted that this is an adjacent property but shared the Littrells' concerns. Ms. Littrell mentioned that this is correct but that it is a concern. Mr. Littrell reiterated that it looks like someone set a bomb off. Ms. Littrell noted that when the people who have their reservations for the Bradford project see the surrounding area, they may not want to honor their reservations. Commissioner Hahn asked when the clearing took place. Ms. Littrell mentioned that it happened in 2018. Commissioner Olson mentioned that sounded correct. Ms. Littrell mentioned that there will be an issue for the property to be annexed and for people wanting to live nearby. Commissioner Olson asked how much of the bluffside being discussed would be annexed. Mr. Espinosa mentioned that the majority under consideration for annexation would be non-bluffland and the majority of the area that was clear cut is outside the proposed annexation area. Commissioner Hahn asked why the land was disturbed. Ms. Littrell mentioned that the property owner told the Littrells that he was hoping to put innumerable houses on the side of the bluff and that clear cut it to demonstrate how developable it is. Mr. Littrell recommended flying a drone over the land to see the devastation. Ms. Littrell recommended tabling the item until it could be observed. Chairman Buelow mentioned that may be outside the scope of the public hearing at this time. Commissioner Shortridge asked if the Littrells had spoken to anybody at the County about adherence to their bluffland ordinance or to the Township. Ms. Littrell mentioned that she assumed the Township knew about the clearing as they passed on the proposal and that neighbors also knew about it, but they had not made a formal complaint nor were they asked if it was okay. Commissioner Shortridge asked whether she was saying Wilson Township first had the proposal and rejected it for environmental or planning reasons. Ms. Littrell mentioned that she wasn't certain if that was the case.

Chairman Buelow mentioned that if there are issues related to the item at hand, members of the public should come forward to speak.

Leon Bowman, 22827 Garvin Heights Road, and Chair of the Wilson Township Board asked if the Planning Commission had received his letter, which had not been read yet.

Commissioner Hall responded that the Commission had received Mr. Bowman's comments which were emailed to the Commissioners. Mr. Bowman mentioned that there are areas the City surrounded by other parts of the City that could have multifamily housing and asked why the City had to go into the Township and annex by ordinance. Mr. Bowman noted that he has brought this up before when he was on the housing task force and that nobody wants people driving through their neighborhoods. He asked why the land use map change will only be occurring with these acres and not all of it and mentioned that there is a lot of this that doesn't make sense and there may be hidden agendas. Addressing the brush situation, Mr. Bowman said the Township didn't do anything as there was no logging occurring and it was already brush and he agreed that the owner should do something about it before anything else. He asked whether a survey has been done and whether the neighbors have been notified of the survey. Mr. Bowman agreed with the suggestion to table the item and agreed 110% as there are a lot of things going on that the Commission is not aware of. Mr. Espinosa followed up by reading Mr. Bowman's submitted comments.

No further members of the public coming forward to speak, the Public Hearing was closed.

Commissioner Hahn noted that the Urban Residential designation's documentation says that it should be well connected to parks, open spaces, shopping, and services and asked what "well connected" meant as this proposal is on the outskirts of Winona. Mr. Espinosa responded that the Urban Residential designation is more applicable to the core area of Winona and it is a little bit of a stretch to apply to this area but the only designation that would support R-3 zoning in the future.

Commissioner Olson moved to approve the request with the recommended conditions. Commissioner Boettcher seconded the motion.

Commissioner Shortridge said he has the same concern expressed by Commissioner Hahn and that this is not really Urban Residential and the same concern as has been discussed in meetings recently where it appears there is a reach to find a fit under the governing documentation when a category may not exist. He noted that four stories on the bluff will be tall compared to the neighbors. He also expressed concern about the format and that some members may not have been able to speak. He concluded his comment by noting that there may be some other ongoing processes with the Township that should be addressed to help get a full picture of how the proposal impacts the site.

Chairman Buelow mentioned that the proposal seems to meet some of the requirements for Urban Residential, like the outdoor space. He also expressed concern about the proposed scale of the building.

Commissioner Olson mentioned that the building will be in the lower elevations and not on the bluff. He also mentioned that the clearing of the bluffland should lead to the

property owner getting proper authorization and cleaning up the mess he created. Mr. Espinosa mentioned that Commissioner Olson is reading the map correctly and that the development at the bottom of the bluff and would be three stories over parking. Chairman Buelow asked Ms. Nelson how many stories the building would be. Ms. Nelson mentioned that it will be underground parking with four stories above.

Commissioner Marks raised concern over the four stories and agreed with concerns expressed over the designation and supporting documentation therein.

No further comments forthcoming, the Commission voted on the motion at hand via roll call vote. The motion passed 5-3 with Commissioner Marks, Hahn, and Shortridge dissenting (roll call vote sheet attached to these minutes as Appendix A).

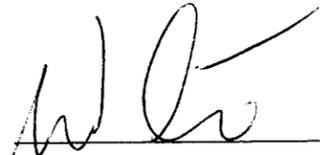
Ms. Telstad spoke about concerns regarding public comments maybe not getting in, she mentioned that she and possibly others have remained on the line but are not making comments or attempting to do so.

Other Business

Commissioner Shortridge asked about the commercial contractor building being erected at the corner of Conrad Drive and Garvin Heights Road and the zoning at that location. Mr. Espinosa mentioned that it is zoned residential and it is a residential home being erected with a large garage area where vehicles will be stored. Commissioner Shortridge followed up to confirm that it is a house and not a pole barn and shop. Mr. Espinosa confirmed this is correct and mentioned that there are no design standards for residential homes. Commissioner Shortridge asked how it could be considered a home. Mr. Espinosa mentioned that it meets the definition of a dwelling and there are no design standards that would prevent a similar style building in other parts of the City so long as it meets dwelling standards. He did note that there will not be work done at the property but vehicles may be stored there. Commissioner Shortridge mentioned that it looks like this is stretching and there may be some holes in the planning and design process and mentioned it is like a tiny apartment with truck bays on either side.

Adjournment

On a motion from Commissioner Olson and second by Commissioner Hahn, the Commission unanimously voted in favor of adjournment via roll call vote at 7:33 p.m. (roll call vote sheet attached to these minutes as Appendix A).



Luke Sims
Assistant City Planner

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APPENDIX A
Roll Call Vote Sheet

NAME	Approval of Minutes from March 23, 2020	Motion to Approve IUP for 701 Wilson Street	Motion to Approve Final Plat of 166 W. 6 th Street with Conditions	Motion to Approve Comprehensive Plan Map Amendment at 22839 County Road 17
Brad Ballard	Aye	Aye	Aye	Aye
Dale Boettcher	Not Present	Not Present	Not Present	Aye
Brian Buelow	Aye	Aye	Aye	Aye
Ed Hahn	Aye	Aye	Aye	Nay
Dan Hall	Aye	Aye	Aye	Aye
Lavern Olson	Aye	Aye	Aye	Aye
Amy Jo Marks	Aye	Aye	Aye	Nay
Peter Shortridge	Aye	Aye	Aye	Nay
Todd Paddock	Absent	Absent	Absent	Absent