

WABASHA PLANNING COMMISSION

Join us via zoom <https://us02web.zoom.us/j/81097032612>

October 10, 2023 6:00 PM

MEETING AGENDA

- 1) Call to Order
- 2) Approval of Minutes-
 - a) Minutes 9-12-2023
- 3) Changes or Additions to Agenda
- 4) Public Comment
- 5) Public Hearings
 - a) IUP - 205 4th Grant Blvd West Temporary Fill Site
- 6) Old Business
- 7) New Business
 - a) Eagles Basin Discussion with Bigelow Group
 - b) Public Street Frontage (Lot Standard)
- 8) Board of Adjustment Business
- 9) Other Business
- 10) Next Regular Meeting Date - November 14, 2023
- 11) Adjourn

Planning Commission

2) a)

Meeting Date: 10/10/2023

SUBJECT: Minutes 9-12-2023

DEPARTMENT: Administration

TITLE:

Minutes 9-12-2023

PURPOSE:

Attachments

Minutes

DRAFT

WABASHA PLANNING COMMISSION

September 12, 2023 6:00 PM

MEETING MINUTES

Commission Members: Tim Wallerich, Chair Sara Carrels, Vice Chair
 Scott Durand, Sharon Burke
 Ozzie Goodman Jeff Sulla
 Vacancy

Present: Scott Durand; Chair Tim Wallerich; Jeff Sulla; Richard Heffner; Ozzie Goodman

Absent: Sharon Burke; Sara Carrels

Also Present: Kristi Clarke, Contracted City Planner; Wendy Busch, Planning & Zoning Assistant

1) Call to Order

Commissioner Durand called the meeting to order at 6:00 pm

Chair Tim Wallerich was present online.

2) Approval of Minutes-

a) PC Minutes 8-8-2023

Motion made by Ozzie Goodman, seconded by Jeff Sulla to approve the minutes from 8-8-2023.

Vote: 5 - 0 Adopted - Unanimously

Other: Sara Carrels (ABSENT)

Sharon Burke (ABSENT)

3) Changes or Additions to Agenda

4) Public Comment

5) Public Hearings

a) IUP - SVCSG Wabasha LLC Solar Garden

City Planner Kristi Trisko reviewed the Sunvest (SVCSG Wabasha LLC) proposal and staff report. Mike Lubke was present online for Sunvest. Durand opened the public hearing at 6:10 pm. Patrick Dalseth - Vice President for Sunvest was in the audience and indicated any question could be answered either by Mike or himself. Durand closed the public hearing at 6:13 pm. Open discussion.

Motion made by Chair Tim Wallerich, seconded by Ozzie Goodman

WHEREAS, the property addressed 1712 Hiawatha Drive is zoned R2 and RC which allows solar garden/farms as an interim use permit; and

WHEREAS, the proposed property has a land use designation of Low Density Residential; and

WHEREAS, the solar garden/farm use will end when the solar arrays have completed their life cycle in 25-35 years at which time the IUP will end; and

WHEREAS, The Planning Commission provides the following findings:

- a. The zoning and land use allow the construction of a 7-acre Solar Farm
- b. Allowing this IUP will not impact the health, safety & general welfare of the community and neighbors use and enjoyment of property and their property values
- c. All performance standards for a solar garden/farm are met
- d. The proposed use is consistent with the City's Comprehensive Plan
- e. The site the not use city water or sewer
- f. The use will be secured with a perimeter fence
- g. The use will be screened with a double row of evergreen trees along the east and north side of the project
- h. Solar energy is a clean, efficient means of power production that creates no noise, dust, runoff, or nuisance factors, with no moving parts and little maintenance while directly reducing the power needed from other more harmful sources of energy.

NOW THEREFORE, IT IS HEREBY RESOLVED, the Planning Commission approves the Interim Use Permit with the following conditions

1. All on-site power and communication lines running between solar panels and buildings shall be buried underground on the site.
2. All solar structures must be constructed at least 2' above the BFE (Base Flood Elevation)
3. A construction stormwater permit must be acquired from the MPCA and proof of coverage submitted to the city prior to the start of construction.
4. Documents that must be submitted and approved by the city prior to obtaining a building permit:
 - a. Landscape and Maintenance Plan, including any tree removal
 - b. Grading Plan must be approved by the City Engineer. If the grading plan changes the site plan, an amended site plan must be approved by the Planning Commission.
 - c. Construction SWPPP and Stormwater Management Plan if the project disturbs more than 1-acre
 - d. Certified lease agreements for the site and roadway access

- e. Financial security to cover the cost of decommissioning and restoration
- f. Decommission and Restoration Plan (approval only)

Vote: 5 - 0 Adopted - Unanimously

Other: Sara Carrels (ABSENT)

Sharon Burke (ABSENT)

b) IUP - DIVOCSG 13 LLC Solar Garden

City Planner Kristi Trisko reviewed the application submitted by Gordian (DIVOCSG 13 LLC) and the staff report. Durand opened the public hearing at 6:19 pm. Courtney O'Connor was online for Gordian for any questions the commission might have. Durand closed the public hearing at 6:20 pm. Open for discussion.

Motion made by Jeff Sulla, seconded by Richard Heffner WHEREAS, the property addressed 1712 Hiawatha Drive is zoned R2 and RC which allows solar garden/farms as an interim use permit; and

WHEREAS, the proposed property has a land use designation of Low Density Residential; and

WHEREAS, the solar garden/farm use will end when the solar arrays have completed their life cycle in 25-35 years at which time the IUP will end; and

WHEREAS, The Planning Commission provides the following findings:

- a. The zoning and land use allow the construction of a 7-acre Solar Farm
- b. Allowing this IUP will not impact the health, safety & general welfare of the community and neighbors use and enjoyment of property and their property values
- c. All performance standards for a solar garden/farm are met
- d. The proposed use is consistent with the City's Comprehensive Plan
- e. The site the not use city water or sewer
- f. The use will be secured with a perimeter fence
- g. The use will be screened with a double row of evergreen trees along the east side of the project
- h. Solar energy is a clean, efficient means of power production that creates no noise, dust, runoff, or nuisance factors, with no moving parts and little maintenance while directly reducing the power needed from other more harmful sources of energy.

NOW THEREFORE, IT IS HEREBY RESOLVED, the Planning Commission approves the Conditional Use Permit with the following conditions.

- 1. All on-site power and communication lines running between solar panels and buildings shall be buried underground on the site.
- 2. All solar structures must be constructed at least 2' above the BFE (Base Flood Elevation)
- 3. A construction stormwater permit must be acquired from the MPCA and proof of coverage submitted to the city prior to the start of construction.
- 4. Documents that must be submitted and approved by the city prior to obtaining a building permit:
 - a. Landscape and Maintenance Plan, including any tree removal
 - b. Grading Plan must be approved by the City Engineer. If the grading plan changes the site plan, an amended site plan must be approved by the Planning Commission.
 - c. Construction SWPPP and Stormwater Management Plan if the project disturbs more than 1-acre
 - d. Certified lease agreements for the site and roadway access

- e. Financial security to cover the cost of decommissioning and restoration
- f. Decommission and Restoration Plan (approval only)

Vote: 5 - 0 Adopted - Unanimously

Other: Sara Carrels (ABSENT)
Sharon Burke (ABSENT)

- 6) Old Business
- 7) New Business
- 8) Board of Adjustment Business
- 9) Other Business
- 10) Next Regular Meeting Date - October 10, 2023
- 11) Adjourn

Motion made by Ozzie Goodman, seconded by Richard Heffner to adjourn at 6:21 pm.

Vote: 5 - 0 Adopted - Unanimously

Other: Sara Carrels (ABSENT)
Sharon Burke (ABSENT)

Respectfully submitted by: _____
Wendy Busch, Planning & Zoning Assistant

Adopted Date

Planning Commission

5) a)

Meeting Date: 10/10/2023

SUBJECT: IUP - 205 4th Grant Blvd West Temporary Fill Site

DEPARTMENT: Administration

TITLE:

IUP - 205 4th Grant Blvd West Temporary Fill Site

PURPOSE:

Attachments

Staff Report



Memorandum

Office of the City Planner

To: Wabasha Planning Commission
From: Kristi Trisko, Consultant Planner
Date: October 4, 2023
Subject: IUP application – City of Wabasha Temporary Fill

MEETING DATE: October 10th, 2023

REQUEST:

- 1) Owner/Applicant: City of Wabasha
- 2) Location: 205 4th Grant Blvd., Parcel R27.00403.00

Staff Report

Zone: R-2 (Medium Density Residential)
Shoreland Overlay: S-2
Land Use: Open Space / Parkland
Currently vacant

Details of the request:

The City would like to deposit roughly 8,000 cubic yards of millings and fill from the downtown street project for the duration of the street project, which is expected to be in place for 3 to 4 years. Hydro seeding will be completed if/when needed.

Access to the stockpile, when needed, will use either Bridge or Alleghany Avenue.

Shoreland Overlay Zone: This site has a Shoreland Overlay Zone of S-2. This zone requires that fill greater than 3 cubic yards per 100 feet needs to obtain an interim use permit before proceeding.



Lucas Youngsma, MnDNR Area hydrologist comments are as follows: I encourage you to ensure that materials stored in this location are placed in such a manner that the possibility prompt removal of the materials remains possible so that when flood forecasts indicate the likelihood of a flood that removal can be readily accomplished. Additionally, efforts to verify pre-site conditions or other site preparation should be accomplished such that complete removal and site restoration can readily be accomplished and documented at the end of the project.

Land Use: The site is currently vacant but was used as the City's parking area adjacent to three baseball/softball fields and the hockey arena and is within several blocks of the City's Street project. Making it an ideal location for the excess materials from the project.

Distance from the stockpile: As you can see from the exhibit on the right, the stockpile of millings and fill will be 515 feet from the nearest property on 4th Grant Boulevard and 493 feet from the nearest property on Alleghany Avenue.

Surrounding Property Uses and Zoning: The surrounding property uses to the north and east are residential and zoned R-2. The slough is located to the east of the stockpile. Additional open space is south of the proposed stockpile and is also zoned R-2.

Neighborhood Notification: All property owners within 350 feet of this property were notified within ten days of the public hearing and published in the paper on Tuesday, September 26, 2023, stating that a public hearing would be held on October 10, 2023, for this interim use permit request.



Summary: The interim use meets the zoning and overlay zone standards and is an adequate distance away from residential uses and will be properly managed by the Public Work department. Staff recommends that this IUP be approved.

Recommended Conditions:

1. None

PLANNING COMMISSION ACTION:

Following are sample resolutions for both approval and denial which may be used by the Planning Commission in their decision.

Sample Resolution for Approval:

Resolution _____
IUP for Fill In Excess of 1,000 Cubic
Yards

WHEREAS, the property addressed 205 4th Grant Blvd. is zoned R-2 which allows fill in excess of 1,000 cubic yards as a interim use; and

WHEREAS, the proposed property has a land use designation of open space; and

WHEREAS, the use will not alter the character of the neighborhood as the site is a large, abandoned parkland and will be maintained by the City with the proper erosion control methods and/or seeding if needed to contain the fill area; and

WHEREAS, The Planning Commission provides the following findings:

1. Allowing roughly 8, 000 cubic yards of fill at this location will not be detrimental to or endanger the public health, safety, comfort or general welfare of the city;
2. The proposed fill will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood;
3. The establishment of a fill site will not impede the normal and orderly development of the surrounding property for uses permitted in the district;
4. There is no need for additional public utilities for the interim use, and two access roads exist for the proposed use;
5. Adequate ingress and egress from either Bridge or Alleghany Avenue will be minimal and no traffic congestion is anticipated;
6. The proposed fill in excess of 1,000 cubic yards does conform to the applicable regulations of the R-2 and Shoreland Overlay Zoning districts in which it is located;
7. Use does not obstruct scenic views from public rights-of-way or existing residential uses;
8. The lot, 205 4th Grant Blvd., is adequately sized for the proposed stockpile of roughly 8, 000 cubic yards of milling and fill; and
9. The proposed use is consistent with the City's comprehensive land use plan.

NOW THEREFORE, IT IS HEREBY RESOLVED, the Planning Commission approved the Interim Use Permit for fill in excess of 1,000 cubic yards at 205 4th Grant Boulevard.

Sample resolution for denial:

Resolution _____
IUP for Fill In Excess of 1,000 Cubic
Yard

WHEREAS, the property addressed 205 4th Grant Blvd. is zoned Medium Density Residential (R2); and

WHEREAS, The Planning Commission provides the following findings: [insert findings as deemed appropriate]

NOW THEREFORE, IT IS HEREBY RESOLVED, the Planning Commission denies the Interim Use Permit for fill in excess of 1,00 cubic yards at 205 4th Grant Blvd.

Planning Commission

7) b)

Meeting Date: 10/10/2023

SUBJECT: Public Street Frontage (Lot Standard)

DEPARTMENT: Administration

TITLE:

Public Street Frontage (Lot Standard)

PURPOSE:

Attachments

Staff Memo



Memorandum

Office of the City Planner

To: Wabasha Planning Commission
From: Kristi Trisko
Date: October 4, 2023
Subject: Public Street Frontage (Lot standard)

Dennis and Anita Dick are trying to subdivide their lot into two lots and are struggling to accommodate the 25' minimum lot frontage needed for a "minimum standard" lot in the RC (Residential Conservancy) zoning district.

The minimum lot frontage is 25' which creates a series of odd flag lots for the homeowners which they will never use as there is an existing gravel driveway which has been used for site access for many years and will continue to be used through an access easement for all property owners as part of the future plat. See the attached aerial.

The definition of frontage from the Zoning Ordinance, Section 162.013, is:

FRONTAGE. The smallest dimension of a lot, parcel or plot of land abutting a public street measured along the street line.

QUESTION: Can Lot 2 call Highway 61 its technical frontage (230'+), while accessing the lot through the private combined easement and meet the lot standards as specified in the Zoning Ordinance?

I look forward to our discussion on this on Tuesday evening.

