# PLANNING COMMISSION

# MARCH 14, 2022

# 6:30 O'CLOCK P.M.

- 1. Call to Order
- 2. Minutes of the Previous Meeting December 13, 2021
- 3. Englestad Annexation and Concept Plan
- 4. Lindon Manor 2 Annexation and Concept plan
- 5. Southpointe Concept plan
- 6. 4<sup>th</sup> Ave Lane Apts
- 7. Schuette Property update
- 8. Adjourn

# MINUTES OF PLANNING COMMISSION MEETING December 13, 2021

Pursuant to due call and notice thereof, a regular Planning Commission meeting was held at City Hall on the 13th day of December, 2021 at 6:30 PM

**THE FOLLOWING WERE PRESENT**: Chairman Ferris, Commissioner Thompson, Commissioner Tinsley, Commissioner Burton, Commissioner Eggler and Commissioner Fitch

THE FOLLOWING WERE ABSENT: Commissioner Torkelson

**THE FOLLOWING WERE ALSO PRESENT**: City Administrator Ibisch, Clerk Rappe, Brad Scheib – HKGi, Dean Schuette, Jason Kingsley and Tim O'Morro

# CALL TO ORDER AT 6:30PM

# MINUTES OF THE PREVIOUS MEETING – October 11, 2021 - <u>Motion to Approve the Minutes as Submitted</u> made by Commissioner Eggler, second by Commissioner Fitch With All Voting Aye.

**GOLDEN KERNEL ANNEXATION – INFORMATION** – Administrator Ibisch stated that this came into the City as Designated Holding (DH) zone. This is south of County 34 on the west side Kasson. Mr. Schieb stated that this is outside of the comprehensive plan current growth area. We do not have a concept plan or idea of what they intend on using the land for.

**SCHUETTE ANNEXATION – CONCEPT PLAN** – Administrator Ibisch stated that this was annexed at the last Council meeting. Mr. Schieb stated that this is a concept review and this is an opportunity to identify big issues to determine where the plans go in terms of a final entitlement process. Mr. Schieb stated that the first issue is in the land use map there is an area that the comp plan identifies this as high density residential and Mr. Schuette would like this area to be commercial. So there is a request to change this to C-3. The second is access to highway 57, this will be dictated largely by MnDOT and the roundabout will effect street accesses. There is a drainage area that goes through the site. The developer and the City will have to work through storm water draining and easements. The developer would like to phase development on this site. The next steps would need to be a comp plan amendment and a rezone. Dean Schuette was in attendance to answer questions.

Discussion – Ibisch asked about road spacing and MnDOT stated that they are supportive of accesses at 11<sup>th</sup> St and 13<sup>th</sup> St. Mr. Scheib stated that we need to work through this with MnDOT we will get into these with the Platting process. Mr. Scheib stated that MnDOT is supportive of full intersections. Mr. Schuette stated that he has had conversations with Bigelow and he is amenable with sharing an easement for 12<sup>th</sup> St. Commissioner Thompson asked about the mixture of housing on the west side and the zoning for that area. Commissioner Eggler asked about the jog on 12<sup>th</sup> and if there is a way to make that straighter.

The Planning Commissioners were in agreement that they are comfortable with the uses so that Mr. Schuette can figure out the street alignments to comply with the MnDOT comments. Commissioner Fitch asked if we have seen any plans for the Kwik Trip that will be at the North of 16<sup>th</sup> St. Scheib stated that we have not. Mr. Schuette stated that he believes 12<sup>th</sup> will be more of a residential street and the bulk of traffic will use 16<sup>th</sup> St.

Mr. Scheib stated that this is only a concept plan and this conversation is essential to work on the plan.

**FENCE DISCUSSION** – There was a complaint that a fence had been built within the setback area of the new fence ordinance. Jason Kingsley, the property owner was notified and was in attendance to state why and how

he ordered the fence pieces and gopher one call in July before the new fence ordinance was passed. He stated that he is  $2\frac{1}{2}$  feet from the back property line. Commissioner Burton stated that there is documentation that this was started before the new fence law went into effect. The Commissioners were in agreement that this fence was in compliance.

Chairman Ferris asked about the other fence on Mantorville Ave that was not in compliance of the former fence ordinance. Administrator Ibisch stated that he has sent another letter to the resident and received no response. Mr. Scheib stated that this is a zoning violation and asked if the Council would enforce this since we can't pick and choose so we would need to change the code. Commissioner Burton stated that he thinks we are obligated to enforce this. This would not fit a variance or a conditional use permit. It was suggested for the Administrator to send another letter would be sent and to give the property owner to August of 2022 to come into compliance or corrective action will be taken. After the City Council makes a decision in August of 2022 there is an appeals process and timeline.

**2022 WORK PLAN** – Mr. Scheib stated that Laura Chamberlain has left the company so he will be our go to for the meantime. He asked what the Planning Commission would like to think about for updates or improvement in 2022. Mr. Scheib stated that more needs to be done regarding the park system plan and have a more defined park planning and we can advise during the concept plan process and the Park Board needs to do this more than the Planning Commission.

Commissioner Burton stated that we should update and detail the PUD ordinance and establishing more design standards for these PUDs. The decisions have been reactive and not proactive.

Commissioner Burton stated that we should look at large lot developments and what prevents these large lots from subdividing their lot.

# OTHER

**ADJOURN** – 7:31pm Respectfully Submitted,

Linda Rappe, City Clerk

# MEMORANDUM

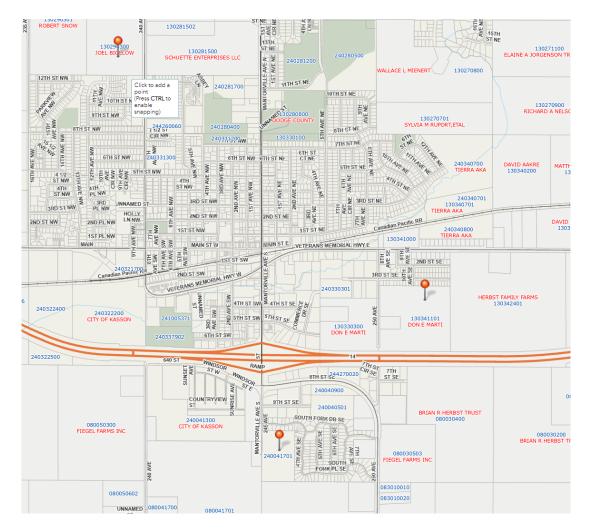
Hoisington Koegler Group Inc.



То:	Kasson Planning Commission
From:	Brad Scheib, Consulting Planner
Subject:	March 14 <sup>th</sup> 2022 PC Meeting Concept Plan Reviews
Date:	03/10/2022

### Background

Staff has received three concept plan review requests for prospective development projects. Concept reviews are discretionary processes stipulated in the subdivision process to enable applicants to understand key issues or concerns surrounding sometimes complex projects. The Planning Commission's role in reviewing concepts is review and comment only. No official action is required. Each project and key project components are summarized below. The pushpins on the map below represent the location of each project.



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#### South Pointe Subdivision

South Pointe Subdivision is an approximately 46 unit subdivision proposal consisting of single family detached homes. The site is currently guided for low density residential and zoned D-H Development Holding District. The parcel is within the current city limits. The following discussion points are for PC consideration as it pertains to this concept:

- <u>Park Land:</u> the subdivision to the east consists of private park facilities. The city is planning for new park facilities to the west of Mantorville Avenue as part of future development. It is envisioned that future park facilities to the west would serve this development. Therefore park dedication would be cash in lieu of land.
- <u>Mantorville Avenue</u> is the main corridor that connects this area to the rest of the city. North of the project area, this street connects to a county road and becomes State Highway 57. Long term plans have historically envisioned this corridor becoming the County Road Corridor that extends south. In addition the comprehensive plan envisioned a trail corridor along Mantorville Avenue that would provide better pedestrian and bike connectivity to growth areas south of Highway 14.
  - the project will access Mantorville Avenue. Consideration will be given to the phasing and construction of Mantorville Avenue during the platting process. The concept shows additional ROW as this street may at some point in the future be a more significant street.
  - See Figures 6.1 and 7.2 of the Comprehensive Plan for further context.
- <u>Stormwater</u>: Stormwater will be managed on site and will include utilization of the storm pond located to the north of the site. Stormwater will be designed to consider drainage impacts on the site as well as off the site from surrounding development. Review will be conducted as part of the platting process.
- **<u>Public and Private</u>** Utilities: there are no capacity limitation and services are generally to the site.
- Entitlement Process: Will include preliminary and final plat and rezoning.

# **Bigelow Englestad Property**

The Bigelow Englestad Property concept review is for the annexation of an approximately 40 acre parcel and proposed subdivision of the southern half of the site to a single family residential development. The site is currently vacant and used as a tree farm and farm ground. There is a remnant school facility on the site and history of potential dumping that will need further investigation. The site is guided in the comprehensive plan for future growth of a low density residential nature. Key points for discussion include:

- <u>Park Land</u>: Prairie View Park exists within a ¼ mile to the south and is connected to the subdivision by a planned trail corridor. Parkland could be considered as part of the greenway corridor on the west side of the development or cash in lieu of land.
- <u>Street connections</u>: The concept shows the subdivision connecting to the south to 11the Avenue NW and future 13<sup>th</sup> Street NW connection to 8<sup>th</sup> Avenue (240<sup>th</sup> Avenue). Future extension of 11<sup>th</sup> Avenue North as a local street and additional local street connections are assumed for future phases. On the north end of the parcel it is anticipated that 16<sup>th</sup> Street would connect westerly to 235<sup>th</sup> Avenue. ROW would need to be dedicated to ensure this connection either as part of the platting process or a future phase of platting.
- <u>Stormwater/Greenway corridor</u>: a significant drainage corridor is located on the west side of the property which extends north and south beyond the property. This is showns as a greenway

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corridor with a trail in the comprehensive plan and should be factored into development concepts.

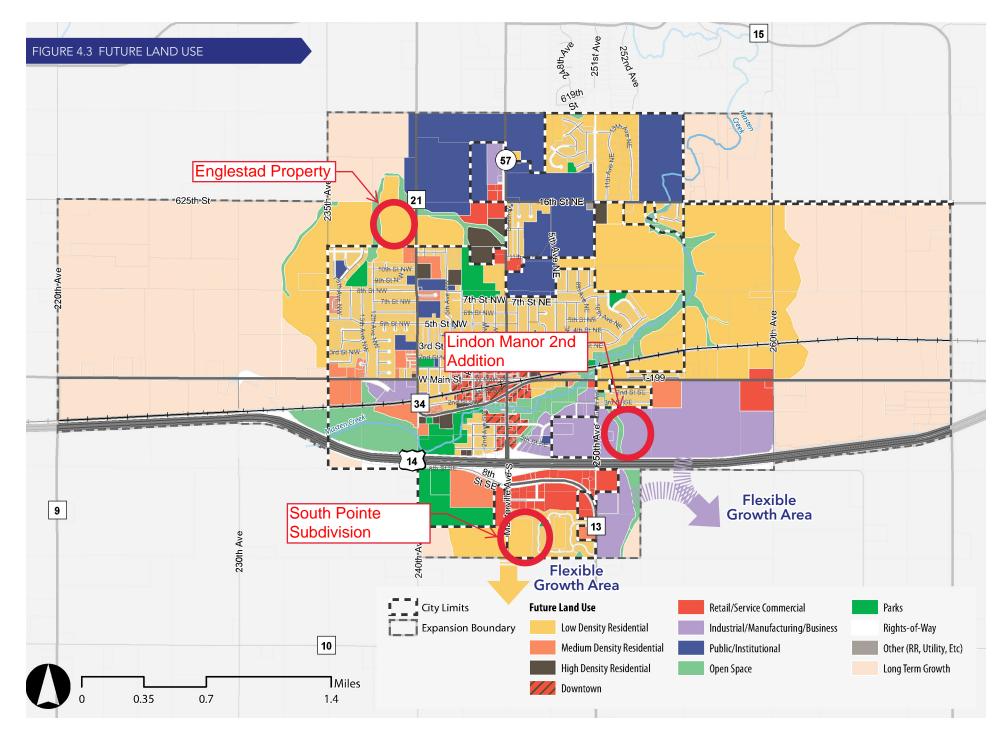
- <u>Public and Private</u> <u>Utilities</u>: there are no capacity limitation and services are generally to the site with some extensions needed. This will be figured out during the platting process but the site can feasibly served with utilities.
- Entitlement Process: Will include annexation, preliminary and final plat and rezoning.

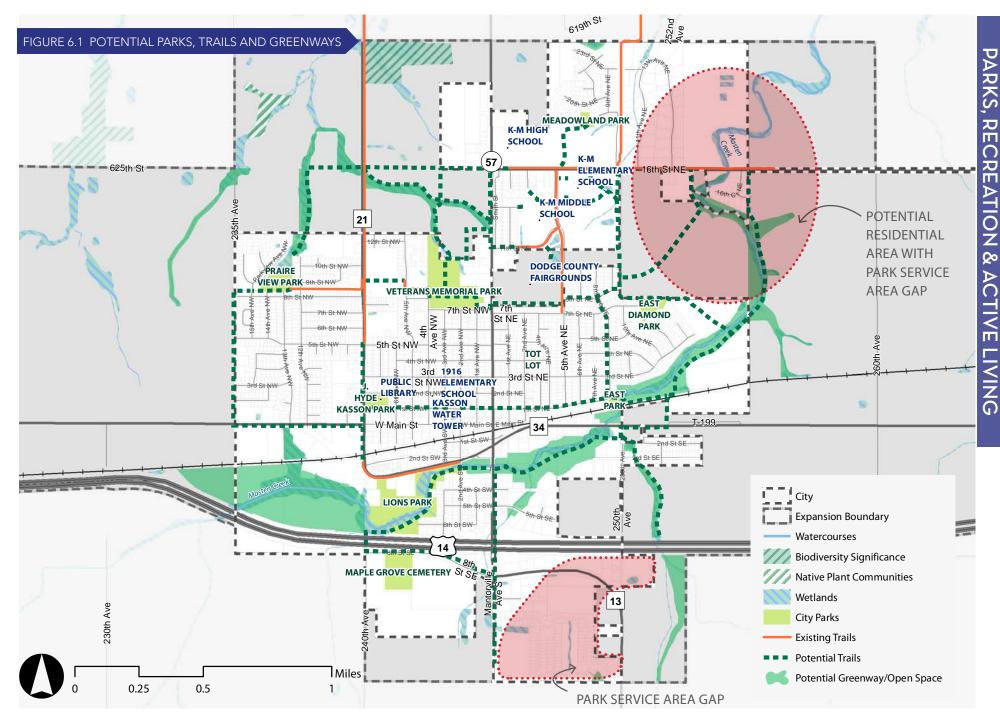
# Lindon Manner 2<sup>nd</sup> Addition Subdivision

The Lindon Manner site includes a request to subdivide an approximately 53 acre parcel, splitting off roughly 21 acres initially for development in two phases. The proposed use would be for roughly 43 single family homes split into two phases. Key points for discussion include:

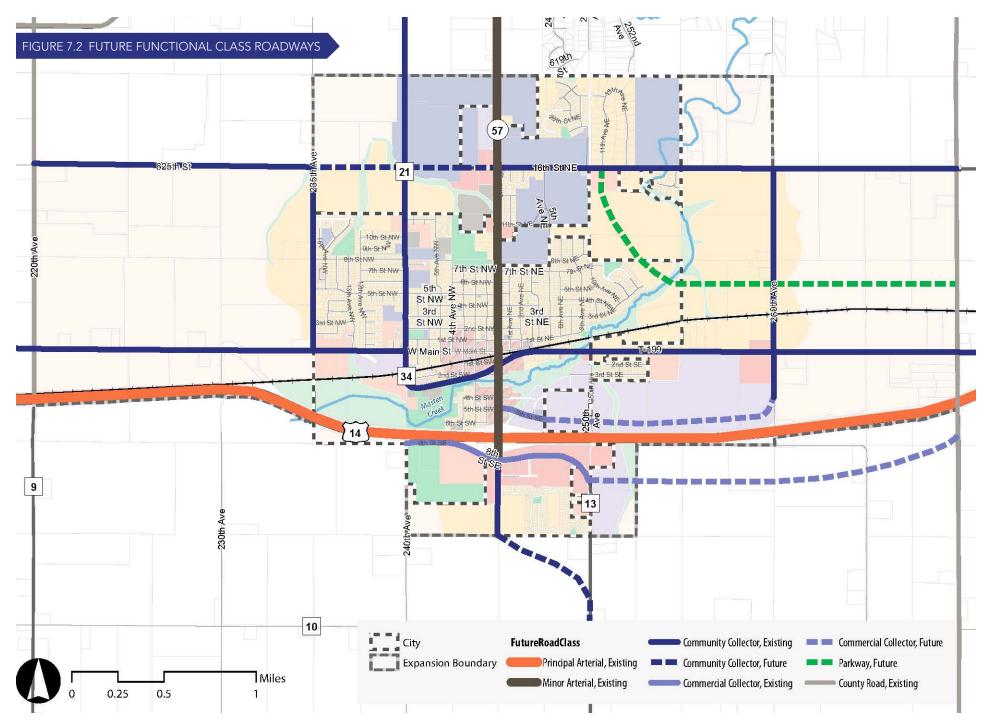
- Land Use and Zoning: The site is currently guided for Industrial/Manufacturing/Business type uses. This area was envisioned as part of the City's future business park area given its visibility to Highway 14. Access to Highway 14 is guided by the recently updated TH 14 study that envisions access at Dodge County 15 via a grade separated interchange. The purpose of guiding lands for business use in this area was due to anticipated access from the east and the visibility to the Highway. The proposed concept plan is to guide a portion of the subject property to low density single family residential. The Planning Commission should discuss this in the context of the vision and guiding principles of the plan and the more specific goals and policies. The Commission should discuss the impacts of this change on surrounding land uses.
- <u>Park Land</u>: No existing parks serve there area nor is there a plan for how parks serve the area. This should be a discussion as to desires for parks given a change in land use to residential. There is a greenway corridor through the site that could factor in to the park dedication and park service for the area.
- <u>Street connections</u>: The concept shows the subdivision connecting to the existing Lindon Manor subdivision and being served by existing streets. No future street connection is shown in the concept however it is assumed that future connectivity will be enhanced through connections to the south and back west to 8<sup>th</sup> Avenue SE. Given the phased nature of the proposal, this will need to be an ongoing discussion carried into the platting phase of the project. Street connectivity is a broader discussion that should be had in order to understand the longer term orderly discussion of the area.
- <u>Stormwater/Greenway corridor</u>: a significant drainage corridor is located on the west central side of the property which extends north and south beyond the property. This is shown as a greenway corridor with a trail in the comprehensive plan and should be factored into development concepts. There is a significant flood plain area that is part of this evaluation that will also need to be factored in to the platting process.
- <u>Public and Private Utilities</u>: there are no capacity limitation and services are generally to the site with some extensions needed. This will be figured out during the platting process but the site can feasibly be served with utilities. The annexation and platting process will be an important factor in how utilities are efficiently extended to serve this site and future development.
- <u>Entitlement Process</u>: Will include annexation, comprehensive plan amendment, preliminary and final plat and rezoning.

End of memo





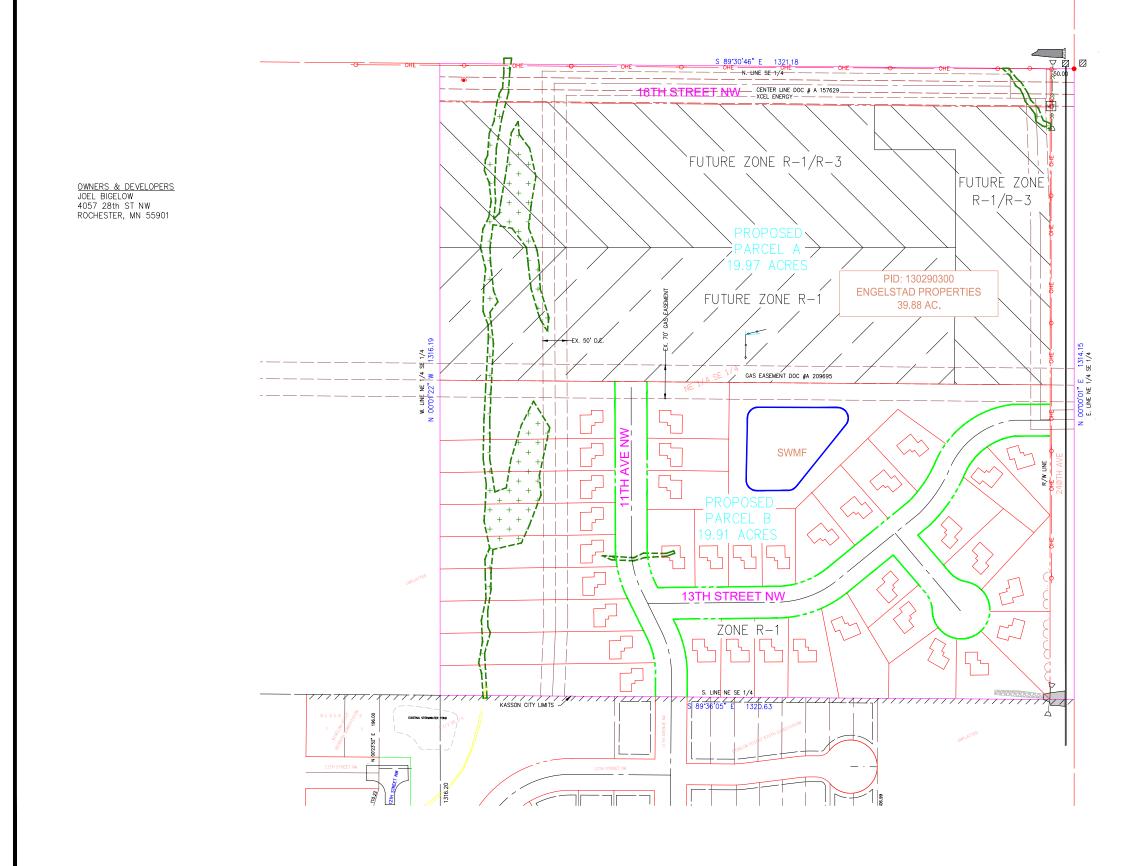
KASSON UPWARD 2040 6-9



#### SITE ANALYSIS:

PARCEL A AREA = 19.97 ACRES

PARCEL B AREA = 19.91 ACRES SINGLE FAMILY LOTS = 35 LOTS



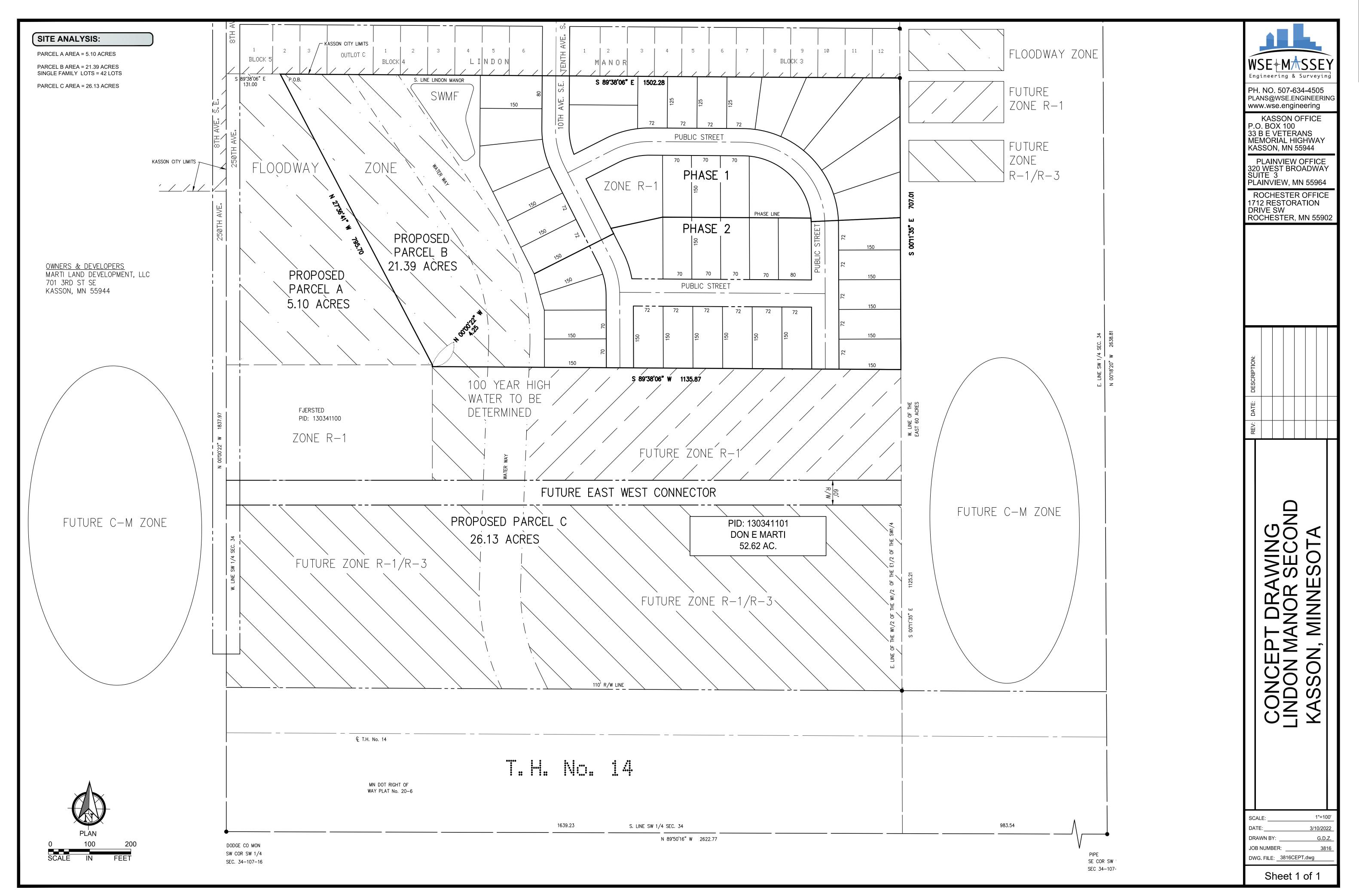
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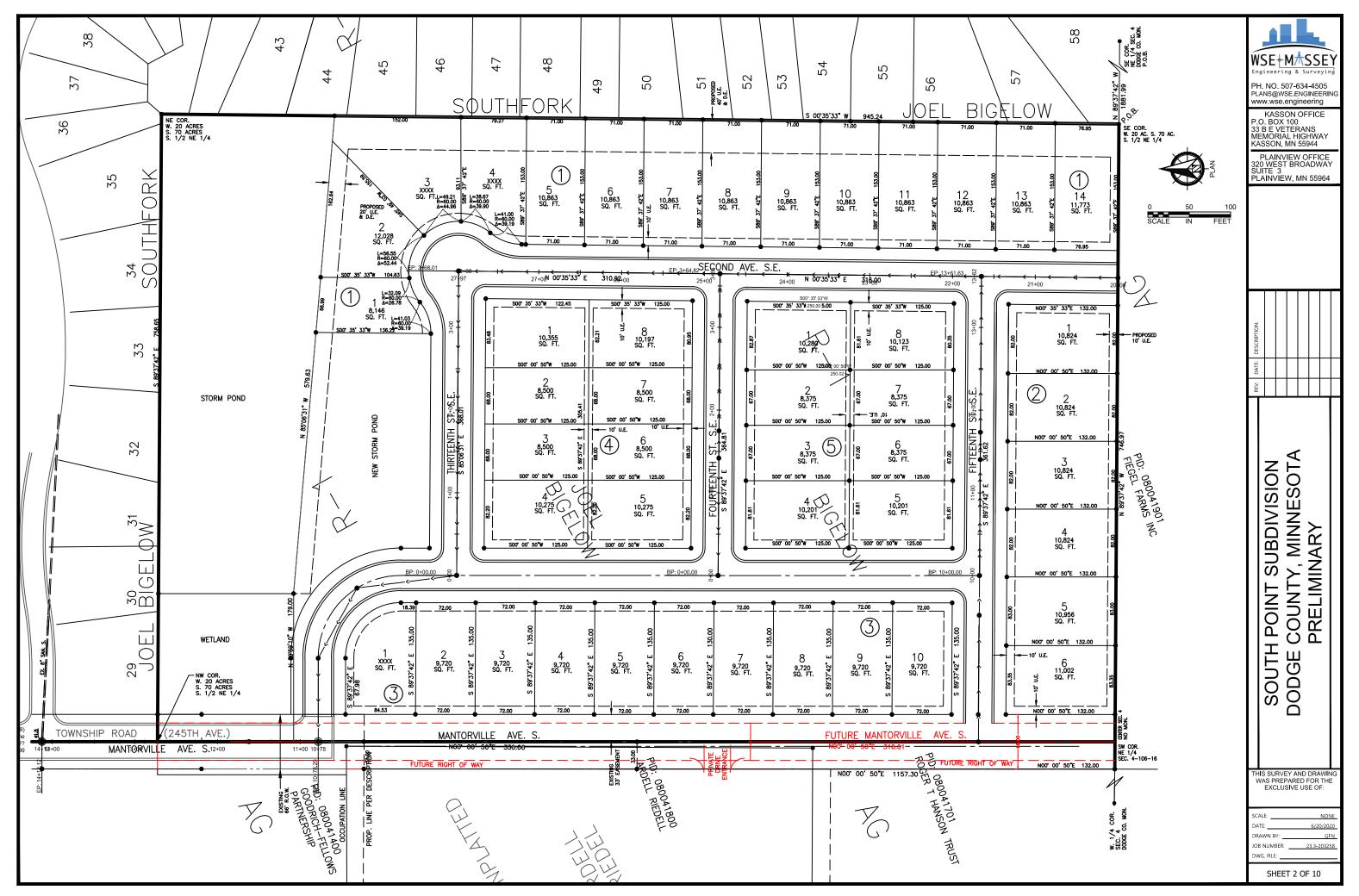
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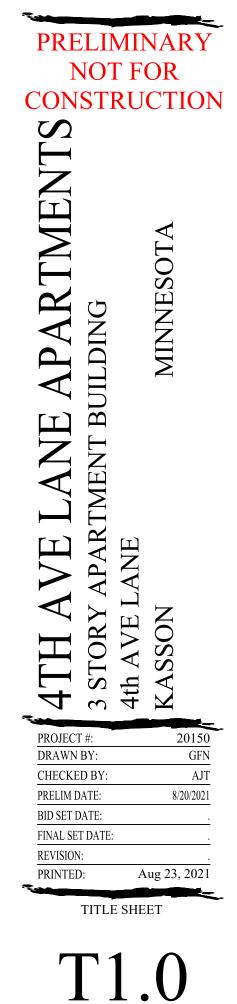
# 4TH AVE LANE APARTMENTS KASSON, MN

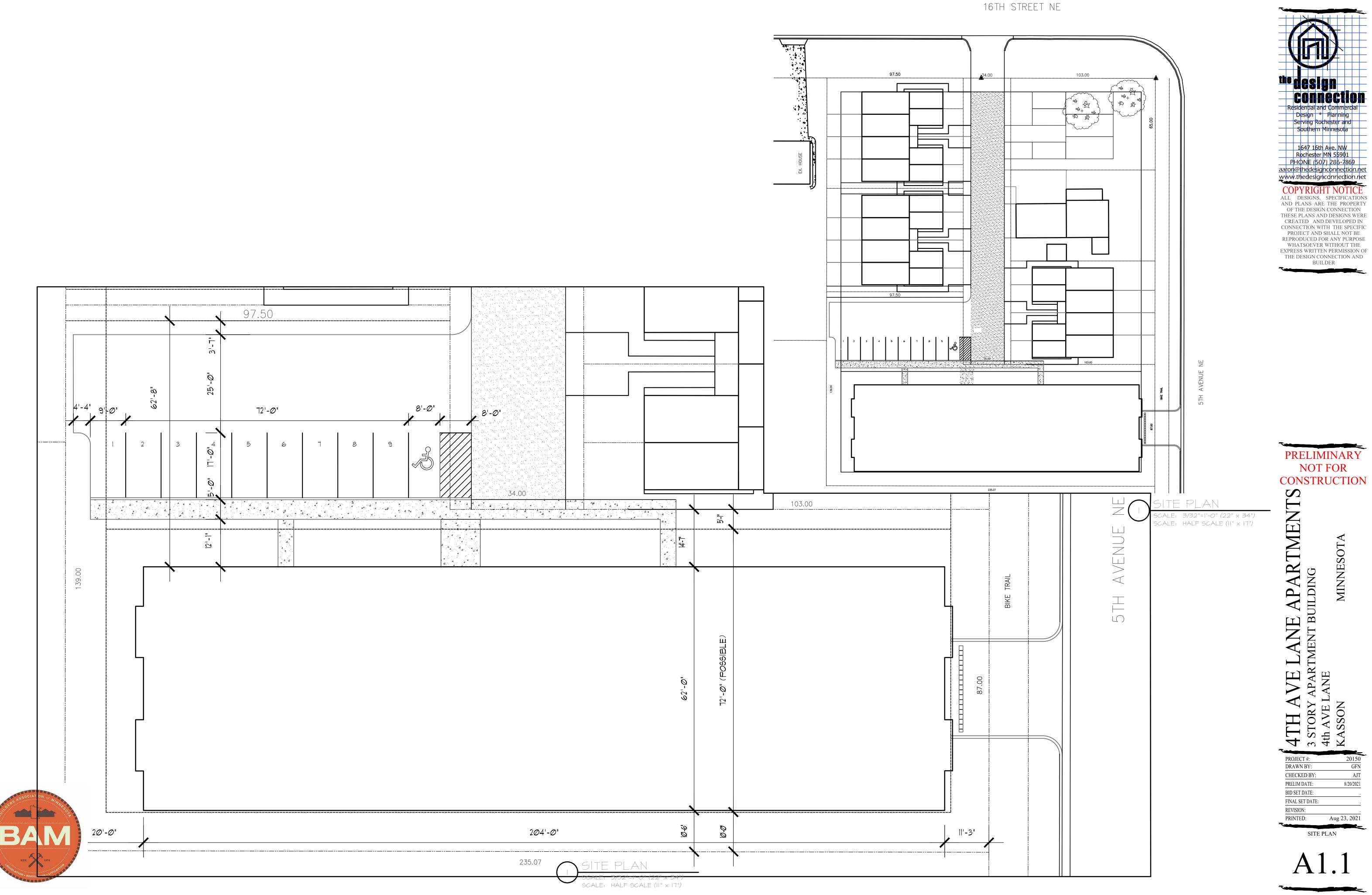










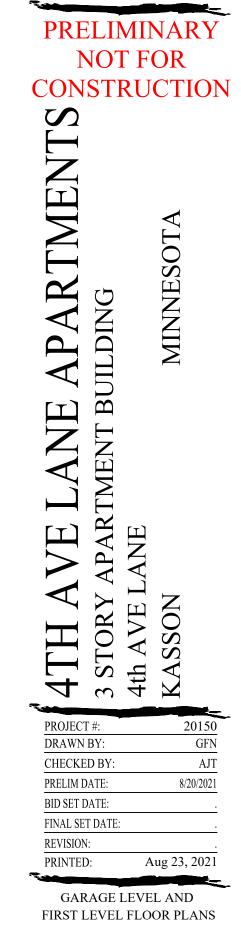


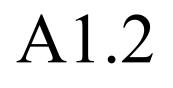


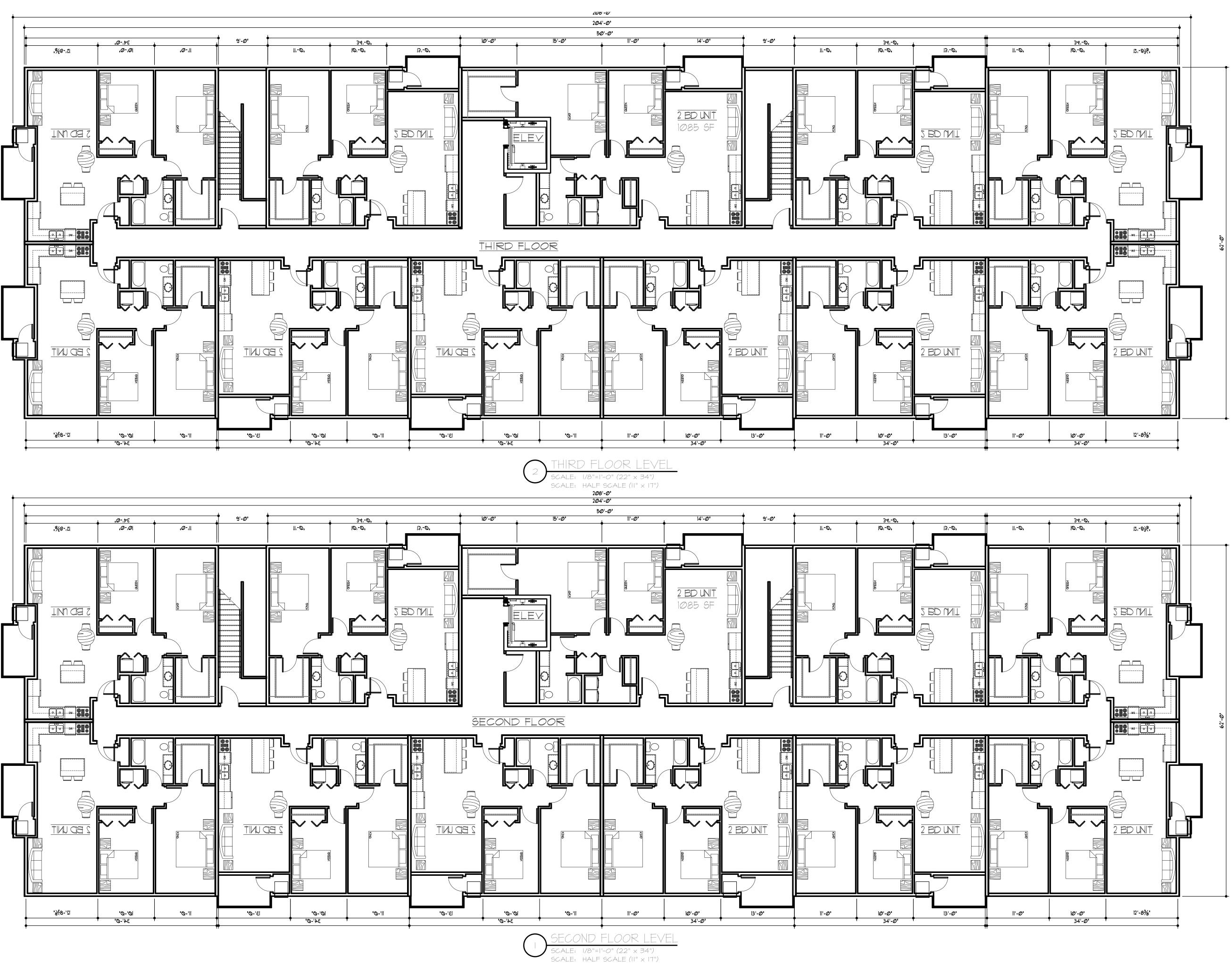


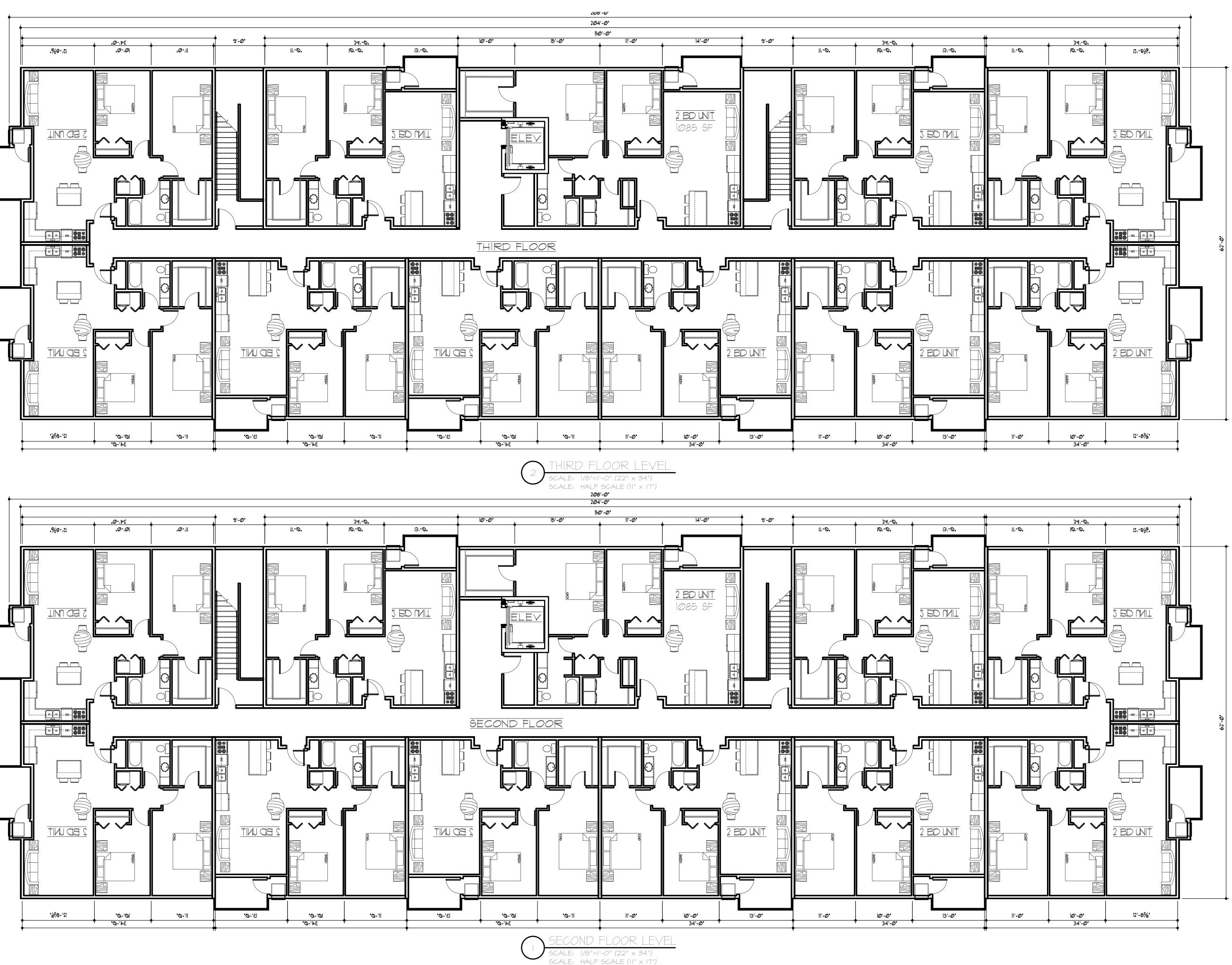


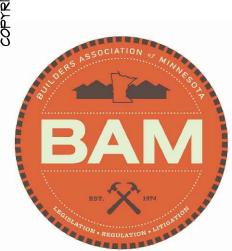




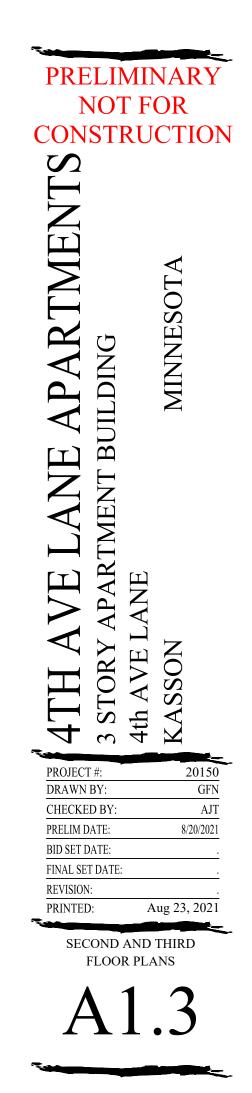


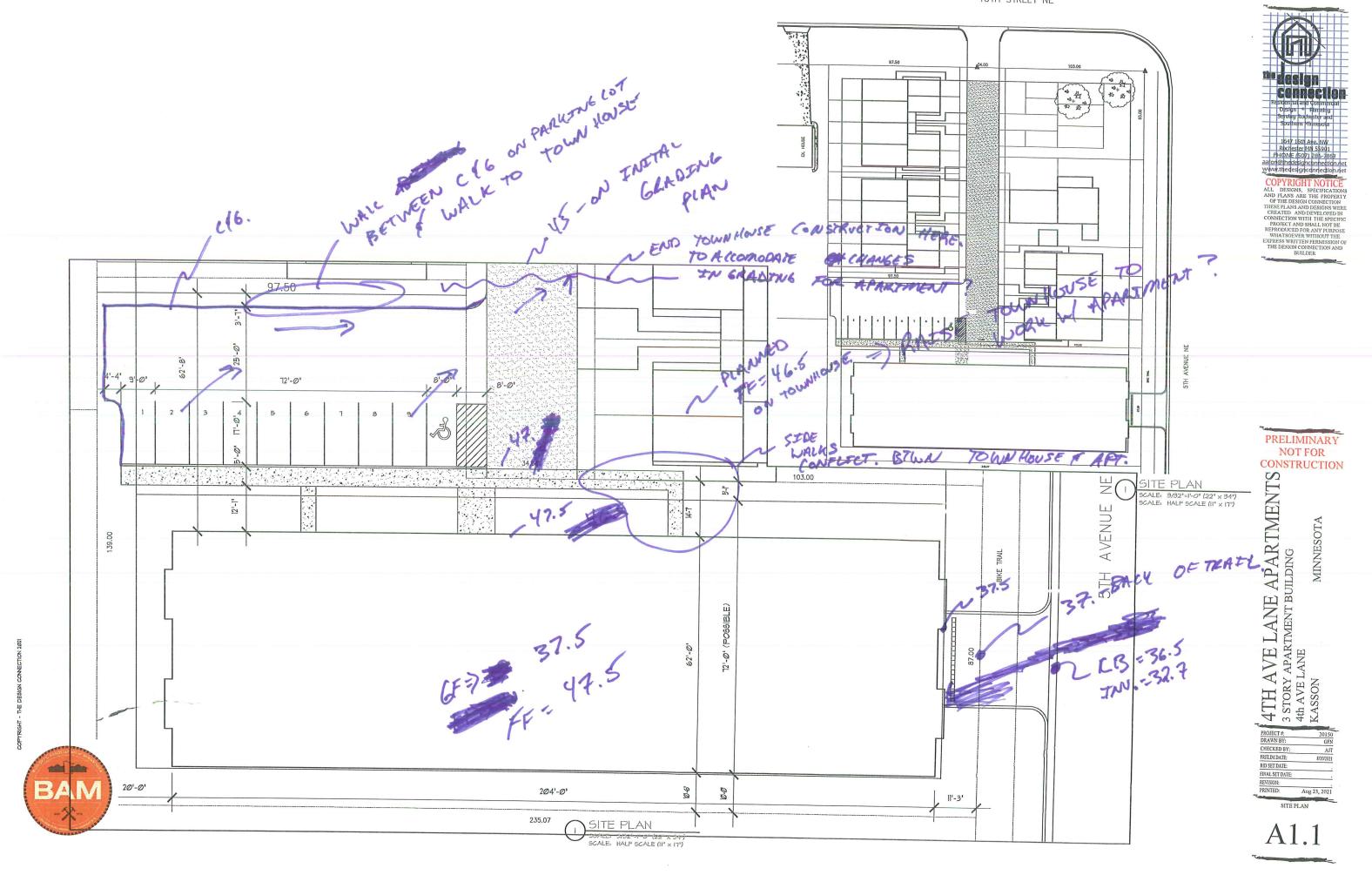














City of Kasson 401 Fifth Street S.E. Kasson, MN 55944-2204 507.634.7071 (Fax) 507.634.4737 www.cityofkasson.com

# Land Use Application – Cover Sheet

Application Type (Check All that A	<u>(ylqq)</u>					
Site Plan Review (§ 154.066)			Minor Subdi	ivision (§ 153.050-054)		
Conditional Use Permit (§ 154	.067)			an (§ 153.065-067)		
Variance (§ 154.068)				Preliminary Plat (§ 153.080-085)		
Zoning Amendment (§ 154.069	9)			Final Plat (§ 153.095-098)		
Establishment of a Planned Ur (PUD) (§ 154.070)	nit Development			Variance (§ 153.110-114)		
Application Information						
Date Submitted		Plan	ning Case N	umher		
3/9/2022			(City will fill out)			
Property Address				PID #		
TBD 4th Ave Lan NE, Applicant	Kasson, MN			246081009		
Applicant	Phone # James	QÌ.	which you	Addrage		
James Judisch - 504 Vennot	Email 507 20			1343 SOU 16 ST NE		
Property Owner	Phone # Ac		470	Kassen, en p		
504 Development LLC	Phone # Aanm, Email	en.	Krsiza connetri vet	1247 16th An NW		
SOG Development LLC 502 286-		180		Rochster ML 03901		
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Use of Property Current: Outlot	507 2-86- Land Use D Current: PUD	<u>786</u> Jesign	/ nation	Zoning District		

	Use of Property Current: Out lut	Land Use Designation
A REAL PROPERTY AND A REAL	Proposed:	Proposed: Amunded PUD

Application must be signed by all owners of the subject property

Signature of Property Owner(s)

The undersigned applicant hereby represents upon all of the penalties of law that all statements herein are true and that all work herein mentioned will be done in accordance with the ordinances of the City of Kasson, the State of Minnesota, and any other applicable laws and regulations Date

Date

Proposed: R , PVD

3-9-2021

2022

Signature of Applicant

Page 1 of 2

# FOR CITY OFFICE USE ONLY

# City Zoning Office Tracking

Planning Case #: \_

Date Submitted
Completeness Review Deadline (15 business days after submittal)
60-Day Review Deadline
60-Day Extension Notice – New Deadline
120-Day Review Deadline (Preliminary Plat Only)
Application Distributed for Technical Review
Public Hearing notice published
Public Hearing notice mailed
Technical Review Complete
Public Hearing Date
Planning and Zoning Commission Meeting Date
City Council Meeting Date
Applicant notified of Decision (in writing)
Decision recorded with County (Applicant responsible)

Application was Al	PPROVED /	DENIED (circle	one)	
by ZONING ADMIN	IISTRATOR /	CITY COUNCIL	_(circle one) on	(Date)
Related Resolution: _	Res #			
Related Ordinance:	Ord #			



City of Kasson 401 Fifth Street S.E. Kasson, MN 55944-2204 507.634.7071 (Fax) 507.634.4737 www.cityofkasson.com

# Zoning Amendment / Rezoning Application – Supplemental Information

This form provides information related to the procedures and requirements for a Zoning Amendment Application with the City of Kasson. For full information on Zoning Amendments, please refer to § 154.069 of the City Code.

Date Submitted: 3

2022

# Pre-Application Meeting Date: \_

A pre-application meeting with the City of Kasson Zoning Administrator pursuant to § 154.069 (B) is required, prior to submitting a Zoning Amendment application.

# Criteria for a Complete Submittal:

Submit one (1) printed Full-Size copy, one (1) printed 8  $\frac{1}{2}$  X 11 copy, and one (1) digital (PDF or Similar) copy to the Zoning Administrator of the following:

Completed Application Form
Evidence of ownership or enforceable option on the property
A description of the proposed future use of the site or amendment to Chapter 154 Zoning of the City Code
Use the reverse side of this form to fill in the description, or attach to application A narrative by the applicant describing how the requested rezoning / amendment complies with the guidance of the Comprehensive Plan
Use the reverse side of this form to fill in the narrative, or attach to application If the amendment is related to a development, a preliminary building and site plan is required
Any additional information deemed necessary by the Zoning Administrator to determine the suitability of the particular site for the proposed use

# **Criteria for Review:**

In making the determination, whether or not the zoning ordinance is to be amended, the City Council shall consider:

- The compliance of the zoning amendment with the overall guidance of the Comprehensive Plan.
- The effect the zoning district as a whole would have on the site and adjacent sites.

In making its determination, the City Council shall not utilize the preliminary building and site plan as reasoning to approve or deny the zoning amendment; furthermore, the approval or denial of a zoning amendment shall not be considered action taken nor approval given of a preliminary building and site plan.

# **Property Information:**

Current Land Use Designation:	PUD
Current Zoning District:	R, PUD
Proposed Zoning District:	R3 PUP

# **Rezoning / Amendment Description:**

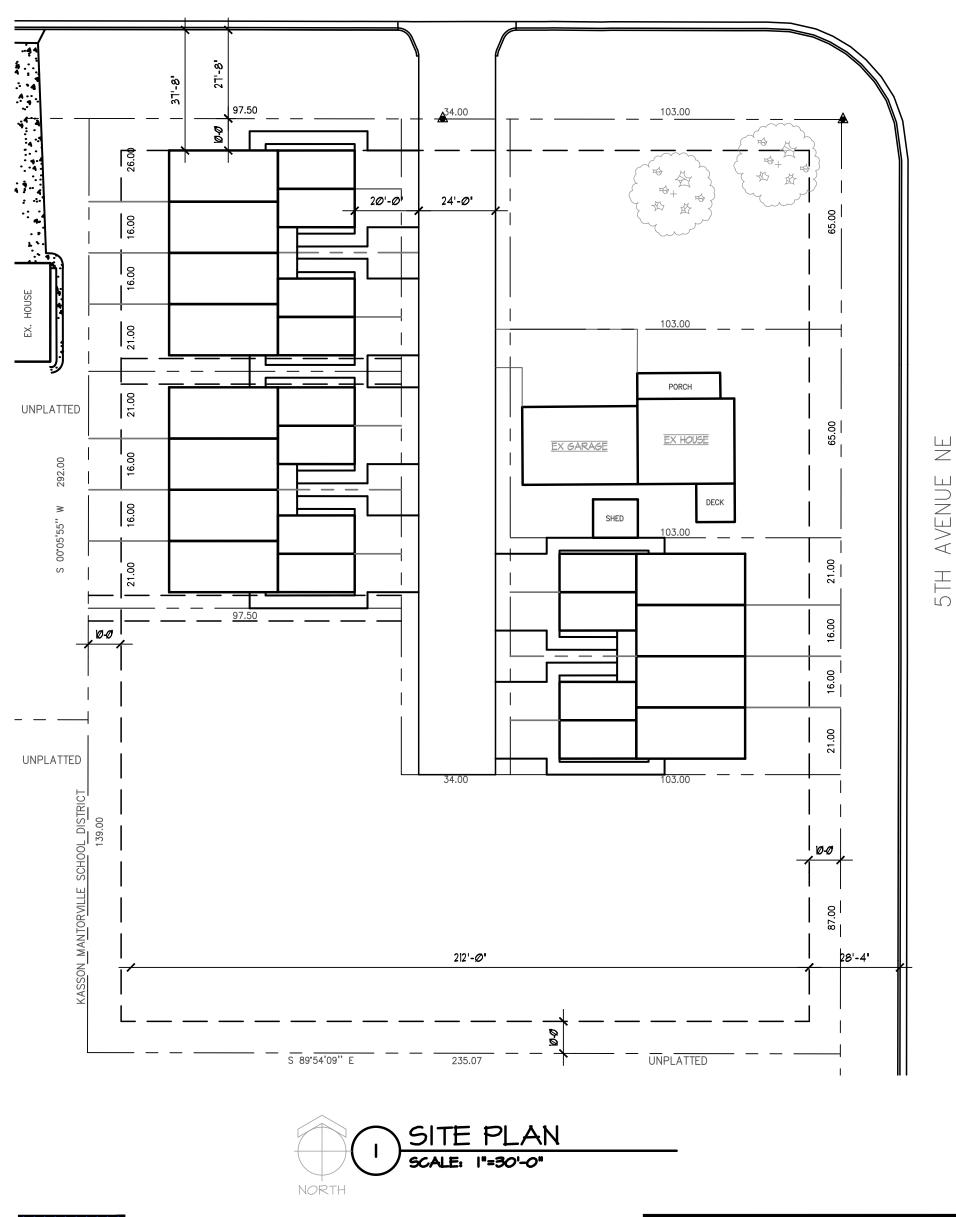
development of rounhouses, applicant with the South end of site. come ber aller taint dily on

### **Applicant Narrative:**

Provide a written explanation as to how the requested rezoning / amendment complies with the guidance of the Comprehensive Plan

As Kassin grows, it reeds more options Senior Privendly for cend and ventral units. This building will help fill the need highy end i haven in an area that in and Gt from increas provale AUPI her dinsi

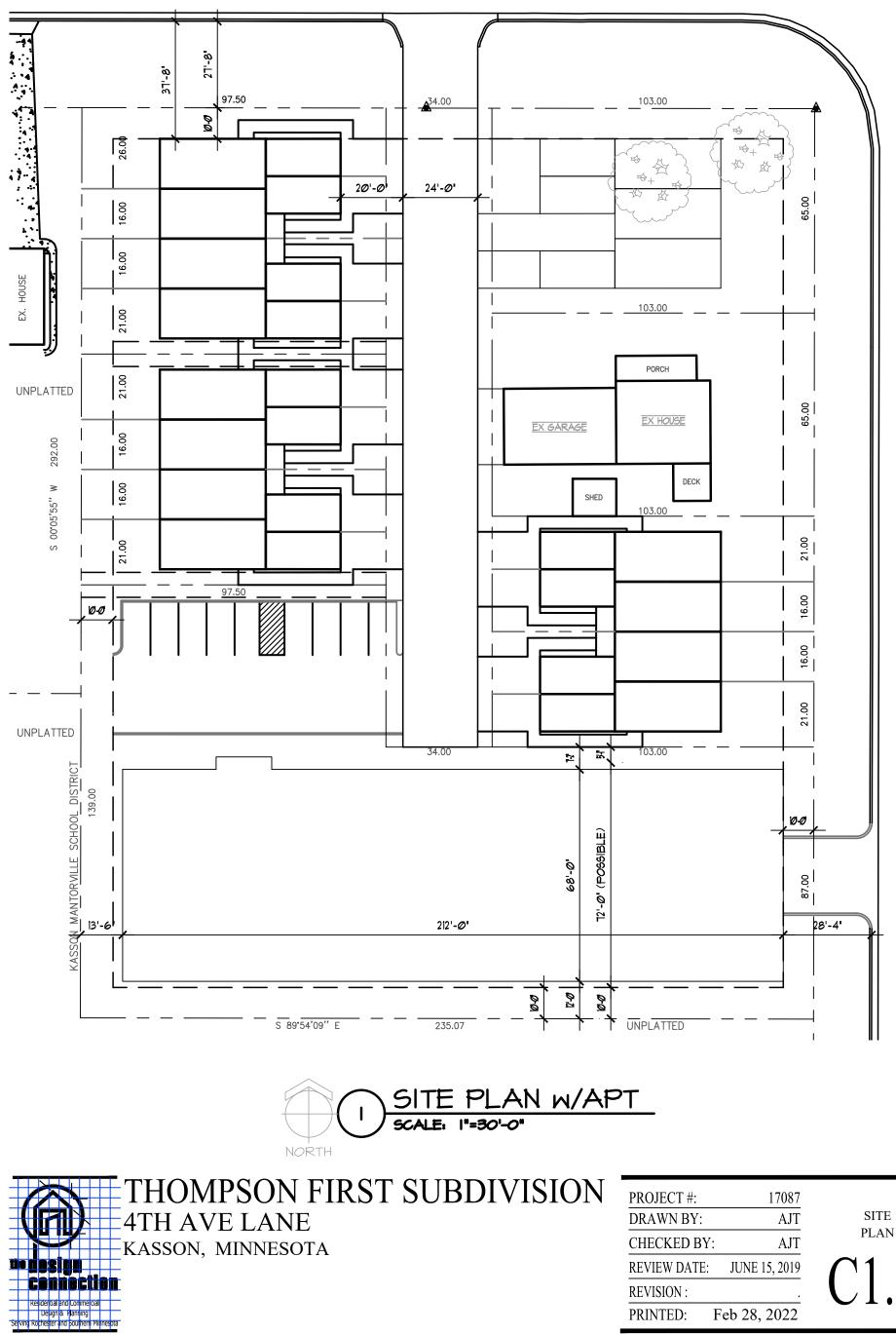
16TH STREET NE





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16TH STREET NE



5TH AVENUE NE

# **Created by: MnDOT District 6 Planning** DRAFT





# **Exhibit A** (2/22/2022)

# Highway 57 6B - Collector

• Primary Full Movement 1/8 mile



Future 13th Street **NW** connection



**Future 11th Street** extension



Future 12th Street connection somewhere located in the boxed area



CLOSE

# DEPARTMENT OF TRANSPORTATION

MnDOT District 6 Planning Office 2900 48<sup>th</sup> Street NW Rochester, MN 55901

March 04, 2022

Tim Ibisch, City Administrator City of Kasson 401 5<sup>th</sup> Street SE Kasson, MN 55944

Dear Mr. Ibisch,

Minnesota Department of Transportation (MnDOT) District 6 Planning reviewed the Concept Plan for the Schuette Property and have comments regarding future public roadway access to Highway 57. Based on the information provided by Mr. Schuette and the city to-date, MnDOT is proposing two different options for future public roadway access. After you have had opportunity to review these options, we welcome discussion between our agencies and then suggest a Memorandum of Understanding (MOU) be developed. The MOU will document the mutually acceptable Highway 57 access between our agencies and provide a tool for the city to collaborate with developers in expanding local system connectivity.

# **Option #1 (Preferred)**

- <u>13<sup>th</sup> Street and 11<sup>th</sup> Street Connections</u>
  - The future access connections should extend to the future 2<sup>nd</sup> Avenue when constructed for local system connectivity.
    - 11<sup>th</sup> Street connection would provide access to the Bigelow property on the local system.
    - 13<sup>th</sup> Street NW access connection should be connected to the future 2<sup>nd</sup> Avenue NW as a public roadway when constructed for local system connectivity.
      - Construction of right and left turn lanes will be required with a new 13<sup>th</sup> Street NW connection.
- <u>11<sup>th</sup> Street Westerly Extension</u>
  - The extension of 11<sup>th</sup> Street on the west side of Highway 57 is <u>strongly recommended</u> as part of the city's future long-range plans.
  - There is approximately 110 feet between the Carriage House Animal Hospital and Dollar General buildings.
    - This is the same approximate distance between buildings on either side of 11<sup>th</sup> Street NE on the east side of Highway 57.
    - A future extension would require the northernly most access to the animal hospital and Dollar General to be removed from Highway 57. The accesses then could come from 11<sup>th</sup> Street.

## Option #2

- <u>12<sup>th</sup> Street Connection</u>
  - Allow a 12<sup>th</sup> Street access connection between 350-500 feet north of 11<sup>th</sup> Street NE (measured from center of roadway).
    - Dollar General access will need to be from the new 12<sup>th</sup> Street connection AND its existing access removed from Highway 57.
    - 12<sup>th</sup> Street will need to be built as a public roadway connection, not a commercial access.
    - 12<sup>th</sup> Street connection will need to be extended to future 2<sup>nd</sup> Avenue when 2<sup>nd</sup> Avenue is constructed. This should be shown in updates to the city's long-range plans.
    - Construction of right and left turn lanes will be required with a new 12<sup>th</sup> Street connection.
- <u>13<sup>th</sup> Street NW Connection</u>
  - 13<sup>th</sup> Street NW access connection should be connected to the future 2<sup>nd</sup> Avenue NW as a public roadway when constructed for local system connectivity.
  - Depending on traffic operations and Highway 57 lane configurations, the 13<sup>th</sup> Avenue NE and NW connections may necessitate conversion to right in/right out or be closed.
  - Construction of right and left turn lanes will be required with a new 13<sup>th</sup> Street NW connection.
- <u>11<sup>th</sup> Street Westerly Extension</u>
  - As part of developing local system connectivity, the extension of 11<sup>th</sup> Street on the west side of Highway 57 is <u>strongly recommended</u> as part of the city's future long-range plans.
  - There is approximately 110 feet between the Carriage House Animal Hospital and Dollar General buildings.
    - This is the same approximate distance between buildings on either side of 11<sup>th</sup> Street NE on the east side of Highway 57.
    - A future extension would require the northernly most access to the animal hospital and Dollar General to be removed from Highway 57. The accesses then could come from 11<sup>th</sup> Street.

Attached to this letter is an Exhibit which highlights the proposed access connection options.

MnDOT District 6 values the partnership with the city of Kasson. We appreciate the good faith efforts of the city to align development with the safety and operation of the trunk highway system. Thank you for providing MnDOT the opportunity to comment on the proposed development. If you have any questions, please contact Tracy Schnell, MnDOT Senior Planner, at (507)259-3852 or myself, Heather Lukes at (507) 286-7552.

Sincerely,

Heather Lukes District 6 Planning Director

CC: Mark Schoenfelder, Greg Paulson, Tracy Schnell, Brandon Theobald (WHKS), Tony Bigelow, Dean Schuette

Equal Opportunity Employer