

PLANNING COMMISSION MEETING Tuesday February 13, 2024 7 PM

1. CALL TO ORDER - ROLL CALL - ADOPT AGENDA

2. MINUTES

a. October 10, 2023, Planning Commission Meeting Minutes (pages 2-5)

3. PUBLIC HEARINGS

- a. Public hearing to consider a zoning text amendment to Section 1000.5.E pertaining to hot tub fence requirements. (pages 6-8)
- b. Public hearing to consider a sign code text amendment allowing signs within City playfields within Central Park. (pages 9-12)

4. OTHER BUSINESS

a. Land Use Discussion regarding Costco Site plan and future adjoining land uses in Albertville. (pages 13-21)

5. ADJOURNMENT



ALBERTVILLE PLANNING COMMISSION

TUESDAY, OCTOBER 10, 2023

DRAFT MINUTES

ALBERTVILLE CITY HALL 7:00 PM

1. CALL TO ORDER - ROLL CALL - ADOPT AGENDA

Chair Buhrmann called the meeting to order at 7:00 pm.

Maeghan Becker conducted roll call.

Present: Chair Buhrmann and Commissioners Anderson, Huggins, Smith, Pinski and Council Liaison Hayden.

Absent: None.

Others Present: City Planner Al Brixius, Council member Zagorski and Building Permit Technician Maeghan Becker, Building Official Kevin Benshoof, Jason Michels, Skeeter Breitzmann, Tim Niemeyer and Dale Mason.

Motioned by Huggins, seconded by Anderson to approve the agenda as submitted. Ayes: Buhrmann, Anderson, Huggins, Smith and Pinski. Nays: None. Absent: None. MOTION DECLARED CARRIED.

2. MINUTES

Motioned by Smith, seconded by Buhrmann to approve the September 12, 2023, Planning Commission meeting minutes as presented. Ayes: Buhrmann, Anderson, Huggins, Smith and Pinski. Navs: None. Absent: None. MOTION DECLARED CARRIED.

3. PUBLIC HEARINGS

Consideration of a request of Long-Haul Trucking for Site and Building plan review, Conditional Use Permit for Outdoor Storage, Conditional Use Permit for Accessory Retail Sales for the construction of a 58,100 sq. ft. industrial building and a truck storage yard.

Brixius presented the application from Long Haul Trucking who is pursuing the property at 6593 Kadler Avenue Ne to construct a 58,100 square foot industrial building to serve as their new business headquarters. This proposed project will require site and building plan review,

conditional use permit for outdoor storage and conditional use permit for accessory retail sales. Brixius went through the exhibits and analysis of the planner's report dated October 3, 2023 with Commissioners. In conclusion, the site is zoned I-1 Limited Industrial District, the proposed are all allowed as permitted uses or conditional uses. The proposed project will bring a quality industrial business and a 58,100 square foot industrial building into the City. Based on the review, Staff offers the following recommendations:

Site and Building plan and Conditional Use Permit for outdoor storage is recommended approval with the following conditions being met.

- 1. The Applicant provide evidence of an approved WCA wetland permit and wetland replacement plan to the City.
- 2. The Applicant provide a 33 feet wide Street easement for Kadler Avenue to be dedicated to the City.
- 3. Karson Way Ne shall be dedicated to the City, with the project site development and the payment of funds to the City and Niemeyer Trailer Sales to access this street and its underlying utilities. A condition of approval will be the Applicant shall make payment of the amount identified by the City Engineer.
- 4. The building and site plan shall show the location and screening of all ground mounted and rooftop mechanical equipment proposed for the site.
- 5. The lighting plan is approved with the following conditions:
 - a. The photometric plan shall be revised to illustrate cut sheets fixture to the locations on the site. All exterior light fixtures must be 90-degree cutoff fixtures with a shielded light source.
 - b. Applicant shall provide details on freestanding lighting. Pole mounted light fixtures shall not exceed a height of 30 feet.
 - c. Applicant shall provide description of the lighting on the exterior of the screen wall. Concern is raised related to glare toward the residential neighborhoods south of County Road 37.
- 6. The location and size of the proposed wall signs are approved. The Applicant shall explain their freestanding sign request and the Planning Commission shall make a recommendation on the sign's acceptability.
- 7. The site grading, drainage and utility plans shall be subject to the review and approval of the City Engineer.
- 8. The landscape plan is approved with the following conditions:
 - a. All ornamental trees shall be 1.5 inches in diameter at initial planting.
 - b. All shrubs shall be a minimum of 24 inches in height at initial planting.
 - c. The site shall include a stormwater seed mix around the pond on the north end of the site.

A conditional Use Permit for accessory retail sales is recommended for approval finding that it meets the City standards for said use.

Brixius did notice that there is a vehicle parked on the grass area towards the freeway and believes it is meant to be signage. Brixius said that he will need clarification on what that is meant to be.

Commissioners discussed the storage area usage, and it was confirmed that area will be used for trucks and trailers only. He also confirmed that the wall along County Road 37 will be taller than any of the trucks and trailers parked in the lot.

Commissioners asked the applicant what will become of the existing building they are currently in. Jason Michels, Chief Executive Officer of Long Haul Trucking, informed that they are renting from the building they are in now and they are not sure what the owner will do with the building once they move out.

Commissioners asked about how many employees there will be at this facility. Michels responded there will be around 60 employees and 20 techs in the shop.

Commissioners discussed the noise generated from the facility, and that the wall barrier should screen all noise from the residents on the other side of the street. They informed that there are no current complaints now and they do not have the wall barrier.

Commissioners discussed the day-to-day traffic and the typical commodities that Long Haul Truck is hauling.

Commissioners discussed the truck by the freeway on the site plan and that it would be used for a sign display. Commissioners recommend the approval of the truck display.

Motioned by Anderson, seconded by Buhrmann to open the Public Hearing. Ayes: Buhrmann, Anderson, Huggins, Smith and Pinski. Nays: None. Absent: None. MOTION DECLARED CARRIED.

Dale Mason, resident of Albertville at 10109 Karston Cove Ne, informed commissioners he has no concerns with the Long Haul Trucking. He did want to make note that the business next to the Long Haul Trucking with the cement trucks are very loud. Brixius informed the resident that he will have to speak with the City of Otsego regarding that complaint.

Motioned by Huggins, seconded by Smith to close the Public Hearing. Ayes: Buhrmann, Anderson, Huggins, Smith and Pinski. Nays: None. Absent: None. MOTION DECLARED CARRIED.

Commissioners discussed the wall barrier that will be along County Road 37 with the new construction of this project.

Motioned by Huggins, seconded by Anderson to approve the Site and Building plan review, Conditional Use Permit for Outdoor Storage, Conditional Use Permit for Accessory Retail Sales for the construction of a 58,100 sq. ft. industrial building and a truck storage yard with the conditions listed in the October 3, 2023 Planners Report and City Engineer Report along with approval of a freestanding truck/tractor display sign. Ayes: Buhrmann, Anderson, Huggins, Smith and Pinski. Nays: None. Absent: None. MOTION DECLARED CARRIED.

4. OTHER BUSINESS

A. None.

5. ADJOURNMENT

Motioned by Pinski, seconded by Smith to adjourn the meeting at 7:42pm. Ayes: Buhrmann, Anderson, Huggins, Smith and Pinski. Nays: None. Absent: None. MOTION DECLARED CARRIED.

Respectfully submitted,

Maeghan M. Becker, Building Permit Technician

ABCITIES LLC

16405 78TH AVENUE N. MAPLE GROVE

TEL: 763-242-6955

EMAIL ALBRIXIUS@GMAIL.COM

PLANNING REPORT

TO: Adam Nafstad

FROM: Alan Brixius

DATE: January 25, 2024

RE: Albertville Zoning Amendment – Hot Tubs

FILE NO: 163.05 23.05

BACKGROUND

Currently all hot tubs are required to be located within a fenced area. The fence must be a minimum of five feet in height. The City has received a number of requests for above ground hot tubs without the required fence. In staff review of the issue, we agree that the above ground hot tubs may provide restricted access without the fence. In this regard, the attached zoning code amendment is being offered to remove the fencing requirement for above ground hot tubs.

EXHIBITS

Exhibit A: Draft Zoning Amendment – Hot Tubs.

ANALYSIS

The proposed zoning code amendment includes the following key issues.

- 1. In ground hot tubs will continue to be treated similar to swimming pools and will be required to located within the fenced area. The minimum fence height shall be 5 feet tall and shall have a self-closing gate and latch. To fence and gate design is to prevent access to the hot tub or swimming pool.
- 2. Above ground hot tubs with means to restrict access to the tub may be exempt from the fence requirements.
- 3. The changes allow a property owner to install an above ground hot tub without the expense of fence installation.

CONCLUSION

The attached zoning code amendment is provided for the Planning Commission and City Council consideration. If acceptable, Staff recommend approval of the code amendment.

Cc. Maeghan Becker Kris Luedke Mike Couri

CITY OF ALBERTVILLE COUNTY OF WRIGHT STATE OF MINNESOTA

ORDINANCE NO. 2024-

AN ORDINANCE AMENDING SECTION 1000.5.E.2.e ALBERTVILLE MUNICIPAL CITY CODE, RELATING TO HOT TUB FENCES

THE CITY COUNCIL OF THE CITY OF ALBERTVILLE, MINNESOTA ORDAINS:

SECTION 1. Ordinance 1000.5.E.2.e., Hot Tubs of the Albertville City Code is hereby amended to add the underlined text as follows:

1000.5 E: HOT TUBS:

Kristine A. Luedke, City Clerk

- E. Hot Tubs:
- 1. Hot tubs accessory to multiple-family residential uses and commercial uses shall comply with swimming pool performance standards of subsection D of this section.
- 2. Hot tubs accessory to single- and two-family residential units may be allowed by administrative permit and exempt from the swimming pool performance standards of this section but shall meet the following standards:
 - a. Hot tubs shall not be located in front of the principal building.
 - b. Hot tubs shall not be located within the required side yard of any zoning district.
 - c. Hot tubs shall not be located any closer than ten feet (10') from any rear property line.
- d. All filter units, heat units, pumps, and any noise generating equipment shall be enclosed within the cabinet of the hot tub and insulated to buffer noise.
- e. All outdoor in ground hot tubs shall be enclosed within a protective fence with a selflocking gate or shall be secured with a locked cover when not in use. Outdoor above ground hot tubs with means to secure access to the hot tub are exempt from the required fence and gate requirements.

THIS AMENDMENT SHALL BE IN FULL FORCE AND EFFECTIVE IMMEDIATELY FOLLOWING ITS PASSAGE AND PUBLICATION.

Kristine A. Luedke. City Clerk	EXHIBIT A
	Jillian Hendrickson, Mayor
Approved by the Albertville City Council th	is day of, 2024.

ABCITIES LLC

 1640578^{TH} Avenue N. Maple Grove

TEL: 763-242-6955

EMAIL ALBRIXIUS@GMAIL.COM

PLANNING REPORT

TO: Adam Nafstad

FROM: Alan Brixius

DATE: January 25, 2024

RE: Sign Code Amendment – Playfield

Signs

FILE NO: 163.05 23.05

BACKGROUND

The Albertville Sport Associations have inquired if the City would allow for the placement of advertising signs on the inside of the playfields. This will allow the associations and teams to sell advertising to local businesses and generate revenues to support their activities and field improvements.

The Albertville Sign code does not address the playfield signs, as such these types of signs are prohibited. The attached amendment outline provisions that may allow ballpark signs.

EXHIBITS

Exhibit A: Draft Sign Code Amendment – Playfield signs.

ANALYSIS

Many cities have sign regulations that allow playfield signs as means of generating revenues for local sport associations or teams. In drafting the attached sign code amendment, we researched other Cities to determine the type of sign requirements that would be appropriate for Albertville.

Major points of the attached Sign Code amendment include:

- The playfield signs shall only be allowed in Central Park. Central Park fields are used in league play and are not surrounded by residential neighborhoods. The code amendment does not introduce commercial signs into residential neighborhoods.
- 2. The proposed sign location shall be limited to the internal face of the ballpark field fences. This limits the exposure of the sign face to players and spectators on a specific ball field.
- Ballpark signs shall be reviewed and approved by City Staff. The sign approval shall address the size, location and duration of any signs proposed within the ballpark.
- 4. The City may remove any playfield sign that falls into disrepair or presents a public safety concern.
- 5. The approval will include an agreement that outlines the conditions of approval.

CONCLUSION

The attached code is offered for Planning Commission and Council consideration. If the code amendment is acceptable, Staff recommends approval.

Cc. Maeghan Becker Kris Luedke Mike Couri.

CITY OF ALBERTVILLE COUNTY OF WRIGHT STATE OF MINNESOTA

ORDINANCE NO. 2024-____

AN ORDINANCE AMENDING TITLE 10, CHAPTER 7, SIGN REGULATIONS OF THE ALBERTVILLE CITY CODE PERTAINING TO SECTION 10-7-6 DISTRICT REGULATIONS PROVISION I, SIGNS ALLOWED WITHIN THE P/I DISTRICT WITHOUT A PERMIT.

THE CITY COUNCIL OF THE CITY OF ALBERTVILLE ORDAINS:

SECTION 1. Title 10, Chapter 7, Section 10-7-6. I, In P/I Districts, the following signs are allowed without permits is hereby amended to add the following:

- 7. Central Park / playfield advertising signs.
 - a. Temporary signs within Central Park playfields may be approved administratively provided they meet the following conditions.
 - b. Temporary signs within the Central Park playfields shall be located internal to the playfield and oriented toward the playfield.
 - c. The number, location, materials, and duration of advertising signs for each proposal shall be determined on an individual basis and shall be based on the park layout, natural surroundings, and potential visual impact to surrounding properties and scenic views. Playfield advertising signs shall be subject to the review and approval of City Zoning Administrator.
 - d. To the extent possible, signs shall only be installed during the playing season for which the signs are intended.
 - e. The city shall have the right to remove signs if they exceed the duration of the sign approval or the signs are not properly maintained as necessary for public health, safety, and welfare, all as determined by the City's Zoning Administrator.
 - f. A written agreement shall be prepared by the city to be signed by the city and all involved parties, identifying the parameters of the advertising signs and responsibilities of maintenance and financing for the advertising signs.

THIS	AMENDMENT	SHALL	BE IN	FULL	FORCE	AND	EFFECTIVE	IMMEDIATELY
FOLL	OWING ITS PAS	SSAGE A	ND PU	BLICA	TION.			

Approved by the Albertville City Council this	day of	2024
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	Jillian Hendrickson, Mayor
Attest:	
Kris Luedke, City Clerk	

EXHIBIT A

ABCITIES LLC

 1640578^{TH} Avenue N. Maple Grove

TEL: 763-242-6955

EMAIL ALBRIXIUS@GMAIL.COM

PLANNING REPORT

TO: Adam Nafstad

FROM: Alan Brixius

DATE: January 29, 2024

RE: Costco Land Use Study.

FILE NO: 163.05 24.03

BACKGROUND

Costco has chosen a site in Otsego at Albertville's northeast boundary. The attached site plans illustrate the site location and proposed site design. The introduction of Costco has spurred land use and development inquiries from property owners in Albertville. The Planning Commission and Council is requested to give directions to staff on the land uses for properties adjoining the Costco site.

EXHIBITS

Exhibit A: Costco Site plan

Exhibit B: Albertville Land Use Plan Exhibit C: Albertville Zoning Map

Exhibit D: Aerial Photo

ANALYSIS

Costco Site plan: Costco has chosen a 25.73 acre site at the corner of CR 137 and McIver Avenue. The Site plan shows a 163,821 sq. ft. retail store, gas sales and 2 other lots. The site plan shows site access points and needed improvements for CR 137. In our staff review of this site plan, we are concerned with traffic generation, traffic movements and site access. We are recommending the following:

1. Direct access onto CR 137 shall be limited to one intersection aligned with Lymon Avenue.

2. Albertville Staff is recommending that CR 137 must be designed as a four-lane highway between I-94 and McAver Avenue including the traffic circles to accommodate traffic volumes from Costco and growing background traffic. Smooth traffic flow must be maintained to ensure proper access through this corridor to allow the build out of Albertville's properties in this area.

Surrounding Land uses:

Albertville properties abut the Costco site on three sides, the following table identifies the land uses and zoning of the adjoining properties.

Direction	Land use	Zoning
North	63 rd Street / Sanitary Sewer ponds	P/I Public-Institutional district
East	McIver Avenue/ Residential (Otsego)	
South	CR. 137 / Commercial / Cemetery/ Rural Residential	B-3 Highway Commercial, P/I Public Institutional. A-2 Agricultural Transitional
West	Commercial / Industrial	B-3 Highway Commercial, I-2 General industrial

North: The property north of 63rd Street is owned by the City of Albertville. It contains the City's Public Works department, waste treatment facilities and wastewater ponds and the compost yard. With MPCA mandated improvements to the City's waste treatment facility, the wastewater ponds will no longer be needed and will be available for redevelopment. The ponds and the compost site provide significant acreage (approximately 45 acres) that may support new future land uses.

The types of preferred land use for this area must be determined. The following physical characteristics will influence the land use planning for this area.

- Towne Lakes and Hunter Pass Estates are residential neighborhoods that surround the lakes. Residential development exists along the east side of McIver Avenue. These residential uses will be impacted by future development in this area of the City.
- 2. Abutting Costco, this area may offer opportunities for some commercial expansion. However, this area is located away from the interstate and will not have convenient access to other commercial lots.
- 3. Access to this area will be via McIver Avenue, which is a predominantly residential thoroughfare.

- 4. Site design and internal street access must be considered related to adjoining land uses.
- 5. Abutting Hunters Lake portions of the property fall within the shoreland overlay district. Future site development will need to be compliant with the shoreland zoning requirements.

The aforementioned features will help guide the proposed future residential, commercial, public land uses in this area of the City.

South: The area south of CR 137 is guided for commercial and public / institutional (the Cemetery). The commercial land use is compatible with the Costco development and may benefit from its proximity. The Commercial build out of this area will be reliant on the market timing and the needed extension of utilities.

South of CR 137 and east of McKenzie Avenue has a number of larger lots (4+ acres) with direct access to CR 137. Property owners of the two westernmost lots have inquired as to whether the City would guide their properties for commercial land use with the new Costco development project. The following physical characteristics will influence the future land use for these lots.

- 1. The two lots are 4.2 and 5.5 acres in size. These lots exceed the lot area requirements of the City's commercial zoning districts.
- 2. The lots are oriented toward CR 137 away from the Green Haven Estates single family neighborhood. The location, size, and the isolation of these sites would allow for commercial development separate from the adjoining residential land uses.
- 3. Any commercial development would have to include design components to protect single-family land uses. (building orientation, screening, parking lot design, lighting, trash enclosures, etc.)
- 4. Site access must be oriented toward the adjoining streets away from the single-family neighborhood.
- 5. These sites benefit from their proximity to the Costco site and traffic on CR 137 and McIver Avenue

Expanded commercial land use may be appropriate in this area of the City to take advantage of the Costco Development.

West: Albertville land uses west of the proposed Costco site consist of commercial and industrial uses. The land uses in this area are established and appropriate. Any changes in land use will be through infill development of the remaining vacant land or redevelopment. In examining this area, a priority will be the protection of 62nd Street NE as the residential entrance into the Towne Lakes neighborhood.

East: The area east of the proposed Costco site is in Otsego. The land uses consist of medium and low density residential neighborhood. While these neighborhoods are outside of Albertville, they will influence the land use decisions made in Albertville.

CONCLUSION

The introduction of Costco near the CR137and I-94 interchange brings a significant commercial anchor to this area of Albertville. This proposed use has created development interests and inquiries for the surrounding properties. In this regard, the Planning Commission and City Council is requested to review the proposed land uses and zoning for the area and give directions to City Staff on land use goals for this area of the City.

Cc. Maeghan Becker Kris Luedke Mike Couri



PROJECT DATA

CLIENT:

COSTCO WHOLESALE 999 LAKE DRIVE ISSAQUAH, WA 98027

PROJECT ADDRESS:

NWC OF 60TH ST NE & MACIVER AVE NE OTSEGO, MN

25.12 ACRES (1,094,121 SF)

INCLUDES:

LOT 3: **DETENTION POND:**

1.66 ACRES (72,357 SF) 1.38 ACRES (60,502 SF) 2.91 ACRES (126,975 SF)

JURISDICTION: CITY OF OTSEGO

ZONING:

BUILDING DATA:

163,821 SF TOTAL BUILDING FOOTPRINT AREA: **INCLUDES:**

NET MAIN SALES

145,176 SF (151,074 SF - 1 bay 5,862 SF) NET MECHANICAL / FIRE 2,453 SF NET ENCLOSED VESTIBULE 3,343 SF NET ENCLOSED CART STORAGE 2,761 SF 8,078 SF NET LIQUOR SALES

PARKING DATA:

TOTAL PARKING:

938 STALLS

2,010 SF

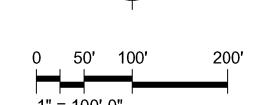
INCLUDES:

10' WIDE STALLS 919 STALLS * ACCESSIBLE STALLS 19 STALLS

NUMBER OF STALLS PER 1000 SF

5.71 STALLS

EXISTING CONDITIONS TO BE FIELD VERIFIED





OTSEGO, MN



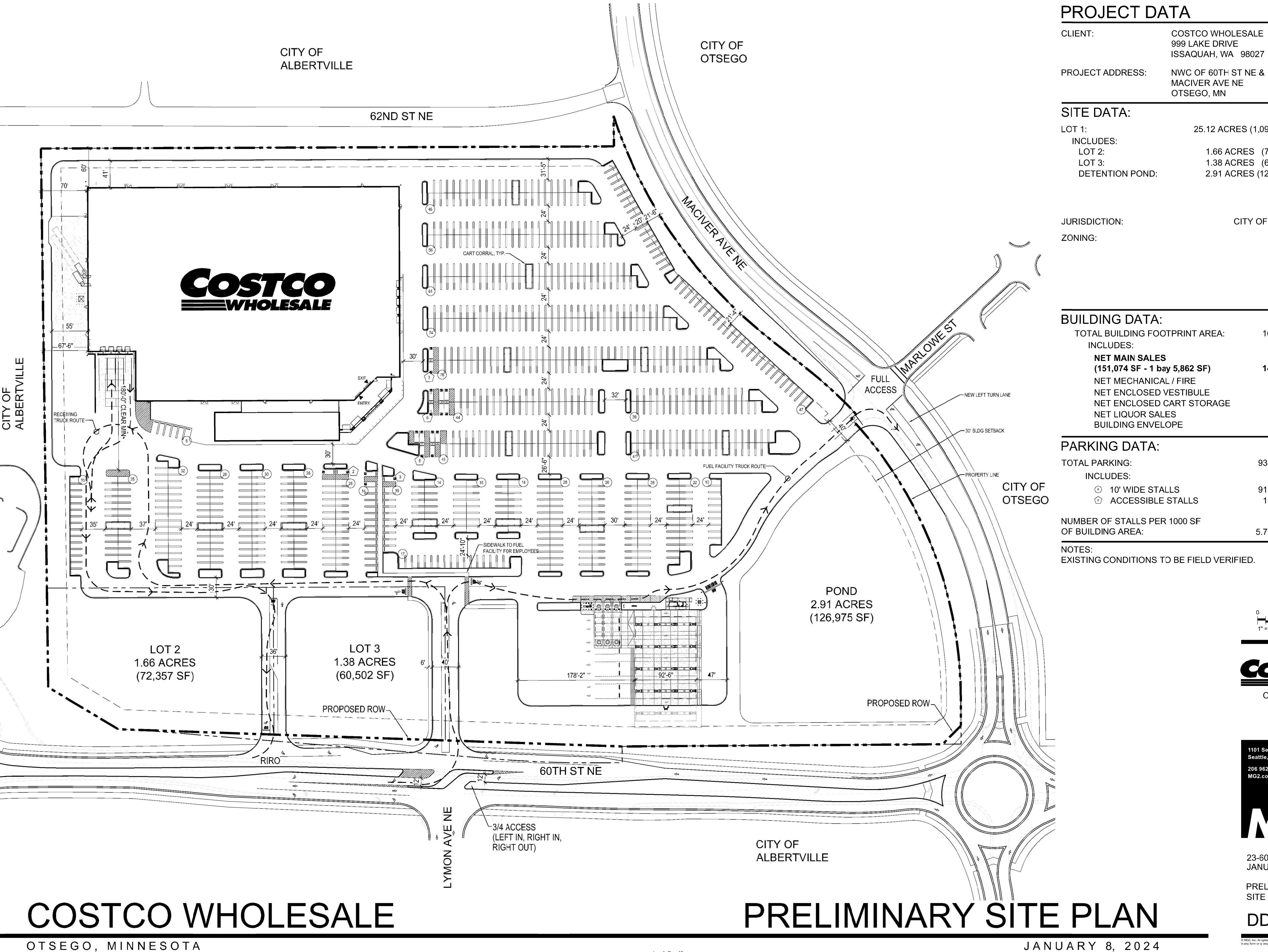
23-6001-01 JANUARY 8, 2024

PRELIMINARY SITE CONTEXT PLAN

DD12-01

PRELIMINARY SITE CONTEXT PLAN

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COSTCO WHOLESALE 999 LAKE DRIVE

MACIVER AVE NE

25.12 ACRES (1,094,121 SF)

1.66 ACRES (72,357 SF) 1.38 ACRES (60,502 SF) 2.91 ACRES (126,975 SF)

CITY OF OTSEGO

TOTAL BUILDING FOOTPRINT AREA:

(151,074 SF - 1 bay 5,862 SF) 145,176 SF 2,453 SF NET ENCLOSED VESTIBULE 3,343 SF NET ENCLOSED CART STORAGE 2,761 SF 8,078 SF

19 STALLS

EXISTING CONDITIONS TO BE FIELD VERIFIED

163,821 SF

2,010 SF

938 STALLS

919 STALLS

5.71 STALLS



OTSEGO, MN



23-6001-01 **JANUARY 8, 2024**

PRELIMINARY SITE PLAN

DD11-01

