

Commissioners:

James Bull
James Daire
Chuck Gitzen
Julie Kimble
Michelle Kruzel
Michelle Pribyl
Peter Sparby



**Planning Commission
Agenda**
Wednesday, April 3, 2019
6:30pm

Address:
2660 Civic Center Dr.
Roseville, MN 55113

Phone:
651-792-7080

Website:
www.cityofroseville.com/pc

1. Call To Order
2. Roll Call
3. Approval Of Agenda
4. Introduction Of Community Development Director, Janice Gundlach
5. Organizational Business
 - 5.A. Swear-In New Commissioners, Michelle Kruzel And Michelle Pribyl
 - 5.B. Elect Planning Commission Chair And Vice-Chair
 - 5.C. Appoint Variance Board Members
 - 5.D. Appoint Ethics Commission Representative

6. Review Of Minutes

Documents:

[FEBRUARY 6, 2019 MINUTES.PDF](#)

7. Communications And Recognitions

7.A. From The Public:

Public comment pertaining to general land use issues not on this agenda.

7.B. From The Commission Or Staff:

Information about assorted business not already on this agenda.

8. Public Hearing

- 8.A. Consider Request By City Of Roseville Of A Zoning Map Change (Rezoning) Of The Southwest Corner Of 211 North McCarrons Boulevard (PF18-016)

Documents:

[8A REPORT AND ATTACHMENTS.PDF](#)

9. Adjourn



**Planning Commission Regular Meeting
City Council Chambers, 2660 Civic Center Drive
Draft Minutes – Wednesday, February 6, 2019 – 6:30 p.m.**

1 **1. Call to Order**

2 Chair Murphy called to order the regular meeting of the Planning Commission meeting at
3 approximately 6:30 p.m. and reviewed the role and purpose of the Planning Commission.
4

5 **2. Roll Call**

6 At the request of Chair Murphy, City Planner Thomas Paschke called the Roll.
7

8 **Members Present:** Chair Robert Murphy; Vice Chair James Bull; and Commissioners,
9 James Daire, Chuck Gitzen, Julie Kimble, and Peter Sparby
10

11 **Members Absent:** None
12

13 **Staff Present:** City Planner Thomas Paschke
14

15 **3. Approve Agenda**

16 **MOTION**

17 **Member Daire moved, seconded by Member Bull, to approve the agenda as**
18 **presented.**
19

20 **Ayes: 6**

21 **Nays: 0**

22 **Motion carried.**
23
24

25 **4. Review of Minutes**

26 **a. January 9, 2019 Planning Commission Regular Meeting**
27

28 Member Daire stated on line 416 the word “property” should be “proper”.
29

30 Member Sparby stated he would like to have the sentence changed on line 148 to read as
31 follows: “Member Sparby ~~stated~~ asked based on the aerial photograph, ~~does~~ whether the
32 first seventy feet of the lot run from Fairview to the structure.”
33
34

35 Member Sparby stated on lines 253 and 254, strike the words “~~were maybe~~” and insert
36 “may have been”. Strike “~~with a question~~” and insert “but there was still no answer” to
37 have the sentence read as follows: “He stated the aerial photo displayed the Fire Code
38 concerns ~~were maybe~~ may have been complied with at one time or another ~~with a~~
39 question but there was still no answer regarding the hazardous or flammable materials
40 being stored in the trailers.”
41

42 **MOTION**

43 **Member Bull moved, seconded by Member Gitzen, to approve the January 9,**
44 **2019 meeting minutes.**

45
46 **Ayes: 6**

47 **Nays: 0**

48 **Motion carried.**

49
50 **5. Communications and Recognitions:**

- 51
52 **a. From the Public:** *Public comment pertaining to general land use issues not on this*
53 *agenda, including the 2040 Comprehensive Plan Update.*

54
55 None.

- 56
57 **b. From the Commission or Staff:** *Information about assorted business not already on*
58 *this agenda, including a brief update on the 2040 Comprehensive Plan Update*
59 *process.*

60
61 Member Bull stated in April will be the annual ethics training session. He stated the
62 Ethics Commission will be meeting shortly to discuss the content of trading.

63
64 Chair Murphy asked what the Council direction to staff was in regard to the churches
65 sheltering the homeless.

66
67 City Planner Paschke stated the Council has asked staff to get together and look at all
68 of the different aspects of areas that could potentially impact such a use and to
69 compile something to bring forward with potential recommendations for the Council
70 to direct staff to move forward on. Potential changes, anything from keeping the
71 process the City has currently or decided as an Interim Use, having it be Conditional
72 Use or a Permitted Use. Each one of those items have varying impacts for the
73 churches. He stated staff will be meeting soon and believed it will be before the City
74 Council on February 25th.

75
76 **6. Public Hearing**

- 77
78 **a. Request By Hand In Hand Christian Montessori For Approval Of A**
79 **Preliminary Plat To Subdivide The Southwest Portion of 211 North McCarrons**
80 **Boulevard (Armory Site) Into Four Lots For Development Of Single-Family**
81 **Homes (PF18-016)**

82 Chair Murphy opened the public hearing for PF18-016 at approximately ? p.m. and
83 reported on the purpose and process of a public hearing. He indicated this item would
84 go before the City Council on February 25, 2019.

85
86 City Planner Paschke summarized the request as detailed in the staff report dated
87 February 6, 2019.

89 Member Daire stated he noticed there is a crosshatched existing building that overlaps
90 lots 3 and 4. He wondered if that will be demolished.

91

92 Mr. Paschke indicated it would be demolished and is an existing conditions sheet as
93 well. He noted the retaining wall along lot 3 will be removed as well as a part of the
94 redevelopment project.

95

96 Member Kimble asked who would own the private road outlot, long term because she
97 assumed the proposed pads are developed and sold to future home owners.

98

99 Mr. Paschke stated that was a good question and one of the reasons why staff prefers
100 Outlots is that Outlots are easier to incorporate into homeowner association
101 documents. There will be an association related to the maintenance of this as well as
102 the stormwater pond, which will be in an easement.

103

104 Member Kimble asked if the homeowners association will own the outlot.

105

106 Mr. Paschke believed the association will own and be required to maintain the outlot
107 to the best of his knowledge.

108

109 Member Kimble noted she watched the City Council meeting and this parcel was one
110 that did come before the Planning Commission for rezoning in 2018. She stated if this
111 particular Preliminary Plat and the plat for development complies with LDR-1
112 standards, she asked for a recap on the discussion regarding the rezoning to LDR-2.

113

114 Mr. Paschke reviewed with the Planning Commission the history of this plat and the
115 rezoning.

116

117 Member Kimble asked if the Commission were to approve the Preliminary Plat could
118 there be any deviation from this four-lot development.

119

120 Mr. Paschke stated if the Commission is recommending approval of a four-lot
121 subdivision, if at some point it changes, it would have to go back before public
122 hearing, to the Planning Commission and City Council to change.

123

124 Member Daire asked who the developer is on this project.

125

126 Mr. Paschke indicated Brent Thompson will be the developer affiliated with Hand in
127 Hand Montessori.

128

129 Member Daire asked for the record if the street that is shown as outlot A, which is a
130 street, have curb and gutter.

131

132 Mr. Paschke indicated it would and the City will require curb and gutter around all of
133 it. There might be the potential that some does not and may be able to sheet flow but
134 from his discussions from the Engineering Department the applicant will more than

135 likely have curb and gutter on both sides and ends and probably change to two catch
136 basins being piped to the pond as a part of the design.

137
138 Member Daire asked if the street will be built to City standards.

139
140 Mr. Paschke stated it would.

141
142 Member Daire asked if there was a possibility that outlot A could be deeded or given
143 to the City.

144
145 Mr. Paschke did not think it would be because the City would not accept it without
146 having property right-of-way around it and will more than likely always remain as a
147 private street, though it will be designed according to City standards with curb, gutter,
148 width because there is not ample room to put in a proper right-of-way and proper
149 setbacks which is why it will be a private versus a public roadway.

150
151 Member Sparby stated this plan meets requirements with LDR-1 so he wondered if it
152 also meets the standards of LDR-2.

153
154 Mr. Paschke indicated it did because LDR-2 is a lower standard.

155
156 Member Sparby thought the current zoning process from LDR-2 to LDR-1 is running
157 parallel to this and might not affect the actual standards the applicant has to achieve.

158
159 Mr. Paschke stated that was correct. He indicated in the end the City might try to
160 bundle a final plat with the final rezoning of the property if it matches and the
161 Council may want to go that route as well. For now, the lots meet the minimum
162 standard of an LDR-1 as well as the low standard of an LDR-2 which will allow this
163 to move forward without having a rezoning in place.

164
165 Member Sparby asked with LDR-2, could the development have more units.

166
167 Mr. Paschke stated theoretically there could be more home lots, but this has always
168 been proposed with four lots. He noted this will need to remain four lots or else the
169 entire process will need to start over.

170
171 Member Gitzen asked what this property was zoned before the process started.

172
173 Mr. Paschke stated the entire property was Institutional. He reviewed the history of
174 the property zoning.

175
176 Chair Murphy asked if there was wording in the recommended action that the
177 Commission can make the removal of the building on the property a condition.

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179 Mr. Paschke stated a condition could be made if the Commission feels it is
180 appropriate.

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Chair Murphy stated a turnaround is not needed on the private road because it is less than 500 feet in length.

Mr. Paschke stated that was correct.

Chair Murphy stated the existing piece of land today is one lot so if this passes the Commission would be recommending five lots.

Mr. Paschke indicated that was correct.

Chair Murphy stated on the lot information there are five properties and outlot A and he wondered if there was restatement for William Street right-of-way. He thought that already exists and not anything the Commission needed to act on.

Mr. Paschke stated it does exist, but he thought there was an additional right-of-way the City is requesting.

After review, it was noted the additional right-of-way on William Street was being restated and nothing new was requested.

Member Kimble stated in regard to the zoning, Mr. Paschke stated if there were more than four lots the developer would have to go back through the process but the reality is, this is LDR-2 so if there were a way to put more units on it is zoned for it so the applicant would not have to come back because it would be compliant with the zoning if there were a way to achieve all of the setbacks.

Mr. Paschke stated that was correct because the current zoning would allow more however that is not what the City is looking at and not what has been discussed with the City or the community as a part of the open house process. More lots could be put on the development, but the City would not approve them, and it could not come to the City that way without going before the neighborhood under an open house and making its way through the process.

Member Kimble stated she was not talking about adding more lots, she was talking about adding more units on each lot.

Mr. Paschke stated the commitment was for four single family residential homes and more units cannot be put on the lots without changing what the overall dynamic of the project is.

Member Kimble stated she her concern was if this project did not work out and it came back with something that was allowed under the zoning and was compliant, she did not understand why it would need to come back for approval.

Mr. Paschke stated it would need to come back for approval because it would not be what is being proposed, four single family residential units.

229 Mr. Paschke reviewed the utility easements on the plat with the Commission.
230

231 Member Sparby stated in the report stemming from Council discussion it states the
232 Planning Division will be in the coming weeks rezoning back to LDR-1. He asked
233 for information on the process and timeline associated with the rezoning process.
234

235 Mr. Paschke stated the process begins with conducting an open house and then the
236 next step is to take that information and set a public hearing for the zoning change
237 which then would be placed on the Planning Commission docket for consideration
238 and from there it is forwarded to the City Council. Staff's goal right now is to try to
239 get the open house scheduled within the next two weeks and then forward to the
240 Planning Commission as soon as possible.
241

242 Public Comment

243 Chair Murphy closed the public hearing at 7:15 p.m.; none spoke for or against.
244
245

246 Commission Deliberation

247
248 Member Kimble commented she was trying to understand what could happen under
249 the LDR-2. She was also trying to understand how the request by the City Council to
250 rezone to LDR-1 impact the preliminary plat process.
251

252 Chair Murphy stated currently this plat zoning is LDR-2 with a platting action for
253 preliminary platting action and the Commission's job is to determine if it meets those
254 requirements. The Commission knows based on Council action that there is a desire
255 to end up at LDR-1 for this and maybe something gets approved that meets LDR-2
256 standards as a plat but not LDR-1 and then the City Council has an issue to decide
257 what to do but by careful construction it appears the action before the Commission, in
258 addition to it meeting LDR-2, meets LDR-1. He thought the Commission's job was
259 to render a recommendation on what is asked of them according to the current zoning
260 and with an eye to the future, that it might meet future zoning as well.
261

262 Mr. Paschke stated that was correct.
263

264 Member Bull stated the interesting part of this to him is that the applicant requested
265 the rezoning from the LDR-1 to Institutional and LDR-2 and the applicant is now
266 coming in with a preliminary plat that is compatible with LDR-1. He was trying to
267 understand why the applicant requested LDR-2 to begin with instead of LDR-1.
268 From his understanding of watching the City Council meeting video, there is some
269 timing consideration for the City to move on the LDR-1 zoning. He stated according
270 to the City Attorney, any rezoning now to impact this project would have to be done
271 prior to the final plat being approved. He thought there was some timeline but was
272 not sure what it was. He thought this was all pretty confusing.
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274 Mr. Paschke clarified the difference between LDR-1 and LDR-2 for the Commission.
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Member Bull stated the applicant is bringing forward a Preliminary Plat for four lots that meets LDR-1 or LDR-2 standards. He stated he was ok to move this forward.

Member Kimble stated according to Mr. Paschke under the current LDR-2, there would not be a possibility with this request for an opportunity to have more than the four lots of single-family homes.

Mr. Paschke stated based on what has been provided by the applicant, provided to the staff and neighborhood, it could not be switched without having to start the process all over again. In his mind, there is no way to change the number of units because it has always been four single family lots.

Member Sparby asked when the Preliminary Plat came in to staff.

Mr. Paschke noted the Preliminary Plat came in on Tuesday after the last City Council meeting.

Member Sparby indicated he could see some questions from the City Council meeting in terms of potentially having a Preliminary Plat and Final Plat filed together. He agreed with Commissioner Bull that this seems to be consistent with both LDR-1 and LDR-2 and moving forward with that, because it is compliant with LDR-1, which is the direction the Council is moving in, he thought it made sense to support this.

Member Daire wondered if a motion would be in order to change the zoning from LDR-2 to LDR-1 in order.

Chair Murphy did not think the City could do that without proper notice to the public and a public hearing.

Mr. Paschke stated the Commission could recommend it, but staff has already been directed by the City Council to do so and is really unnecessary for the Commission to do that in the motion.

Member Kimble asked if there was any reason to table this item until the rezoning follows its course.

Mr. Paschke did not believe it was necessary.

Member Bull stated there was a reference to a meeting of the Park and Recreation Board last night regarding park dedication. He asked if Mr. Paschke had a report on that.

Mr. Paschke stated the Park and Recreation Board did recommend at the end of lengthy discussion to require the four lots a park dedication fee in lieu of land dedication.

322 Member Gitzen stated he felt comfortable moving this forward. He believed the
323 applicant would be more than happy to have LDR-1 and did not see a hang up going
324 forward with that.

325
326 **MOTION**
327 **Member Murphy moved, seconded by Member Gitzen, to recommend to the**
328 **City Council approval of the proposed preliminary McCarrons Hill plat of the**
329 **residential property at 211 North McCarrons Boulevard, including removal of**
330 **existing building on proposed lots 1, 3 and 4, based on the content of this RPCA,**
331 **public input, and Planning Commission deliberation. (PF18-016).**

332
333 **Ayes: 5**
334 **Nays: 1 (Kimble)**
335 **Motion carried.**

336
337 Member Bull asked for clarification from Member Kimble on her nay vote. He asked
338 if this was a timing or platting issue.

339
340 Member Kimble stated she was uncomfortable with the thought that this plat would
341 have to go back through the process. The Commission is approving a preliminary
342 plat with lots and boundaries and she was not entirely sure the applicant could not
343 come back in on any one of the four lots and have a rental property that was on the
344 same lot with two units versus one unit. She was not totally comfortable that it could
345 not happen. She agreed it would create a tremendous uproar in the community
346 because that is not what has been shown but she did not think that by approving this
347 plat that the Commission is approving that there will only be four units, four lots are
348 being approved.

349
350 Member Bull thought it was in the mind of the City Council that rezoning is
351 completed before the Final Plat to ensure that one of those lots does not contain
352 multi-family.

353
354 Chair Murphy thought the actions of the City have all been with input from the
355 community. He saw everyone working for the same goal.

356
357 **7. Adjourn**

358
359 **MOTION**
360 **Member Bull, seconded by Member Sparby, to adjourn the meeting at 7:30 p.m.**

361
362 **Ayes: 6**
363 **Nays: 0**
364 **Motion carried.**

365
366



REQUEST FOR PLANNING COMMISSION ACTION

Agenda Date: 04/03/19
Agenda Item: 8a

Department Approval

Public Hearings

Janice Gundlach

Item Description: City of Roseville requests consideration of a Zoning map change (rezoning) of the southwest corner of 211 North McCarrons Boulevard (PF18-016).

APPLICATION INFORMATION

1 Applicant: City of Roseville
2 Location: 211 North McCarrons Boulevard
3 Property Owner: Department of Military Affairs
4 Application Submission: NA
5 City Action Deadline: NA
6 Project File History: PF-18-016

LEVEL OF DISCRETION IN DECISION MAKING

8 Actions taken on a Comprehensive Plan Land Use change and Rezoning requests are legislative;
9 the City has broad discretion in making land use decisions based on advancing the health, safety,
10 and general welfare of the community.

RECENT HISTORY

12 At their meeting of February 25, 2019, the Roseville City Council directed the Planning Division
13 to begin the process to rezone the southwest corner of the 211 North McCarrons Boulevard from
14 Low Density Residential-2 (LDR-2) District to Low Density Residential-1 (LDR-1) District.
15 The City Council's request stems from the proposed four lot residential development planned for
16 the southwest corner meeting LDR-1 dimensional standards.

ZONING MAP CHANGE

18 The southwest corner of the subject site has an existing Comprehensive Plan Land Use
19 designation of Low Density Residential and therefore requires a consistent zoning. During the
20 initial discussions regarding the Hand-in-Hand proposal, it was determined that a smaller lot
21 design would work best for the proposed residential development, as the proposed four lot
22 development may have difficulty achieving compliance with the LDR-1 dimensional standards.

24 In the days leading up to the preliminary plat submittal, Planning staff and the applicant's
25 surveyor worked diligently on a creative code compliant development that would achieve
26 compliance with the LDR-1 standards versus the LDR-2 standards.

27 When the preliminary plat was presented to the City Council for consideration, the Council
28 instructed the Planning Division to change the zoning of the southwest corner back to LDR-1.
29 Planning Division staff can confirm the preliminary plat (and soon the final plat) achieves full
30 compliance with the LDR-1 dimensional standards and therefore the property can be rezoned
31 from the current LDR-2 to LDR-1.

32 **SUGGESTED PLANNING COMMISSION ACTION**

33 Based on community and neighborhood comments, and Planning Commissioner input, staff
34 recommends the following:

35 The property be rezoned from an Official Map classification of Low Density Residential-2
36 (LDR-2) District to Low Density Residential-1 (LDR-1) District

37 **ALTERNATIVE ACTIONS**

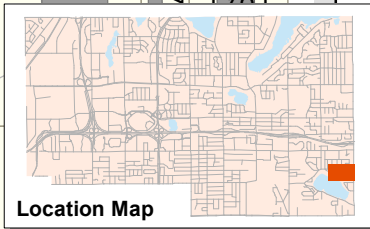
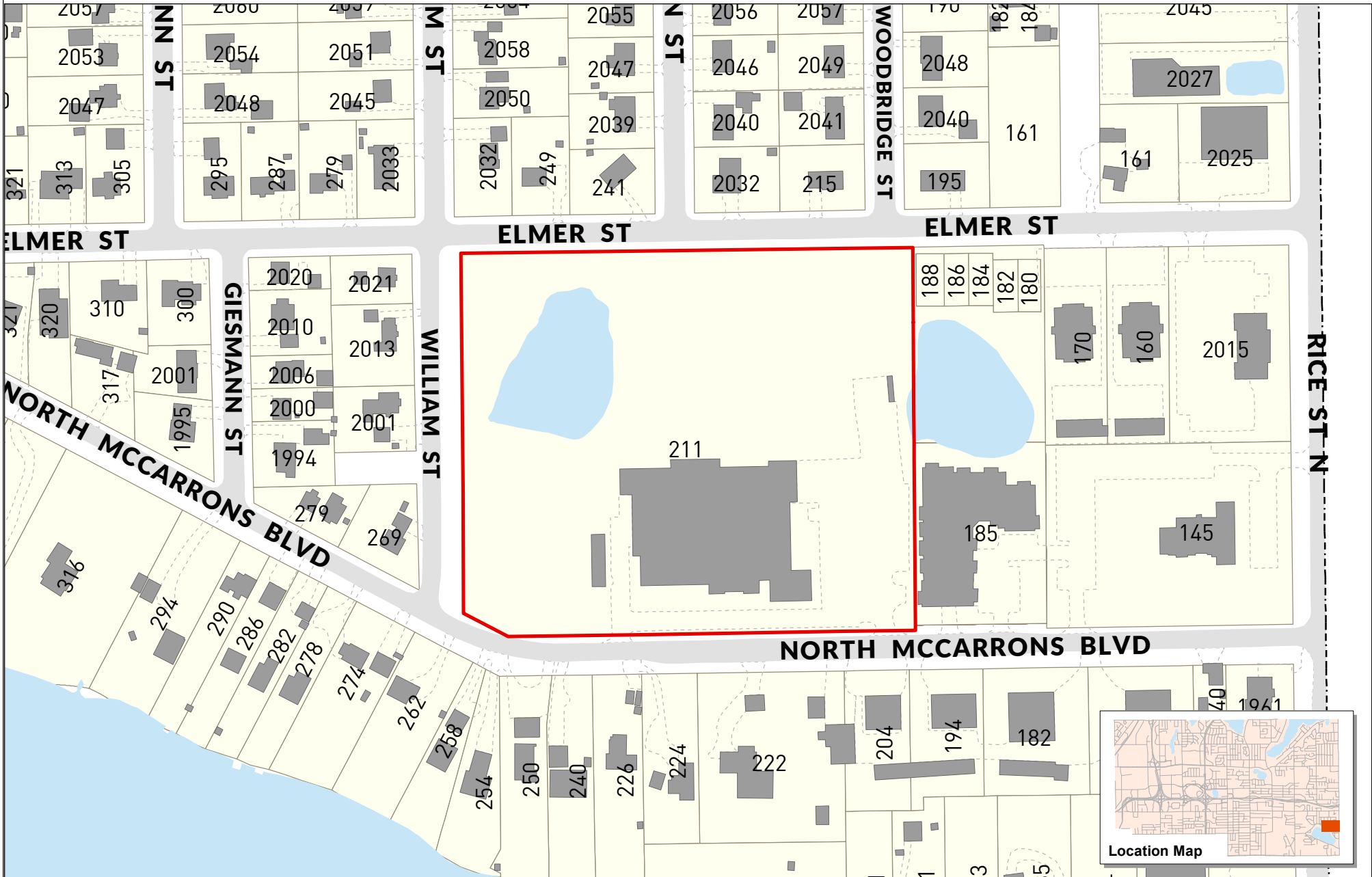
- 38 **a.** Pass a motion to table the item for future action. An action to table must be tied to the need
39 of clarity, analysis and/or information necessary to make a recommendation on the request.
- 40 **b.** Pass a motion denying the proposal. An action to deny must include findings of fact germane
41 to the request.

42 **Report prepared by: Thomas Paschke, City Planner, 651-792-7074**

thomas.paschke@cityofroseville.com

Attachments: A. Site map B. Zoning Maps

Attachment A for Planning File 18-016



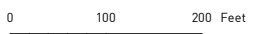
Location Map

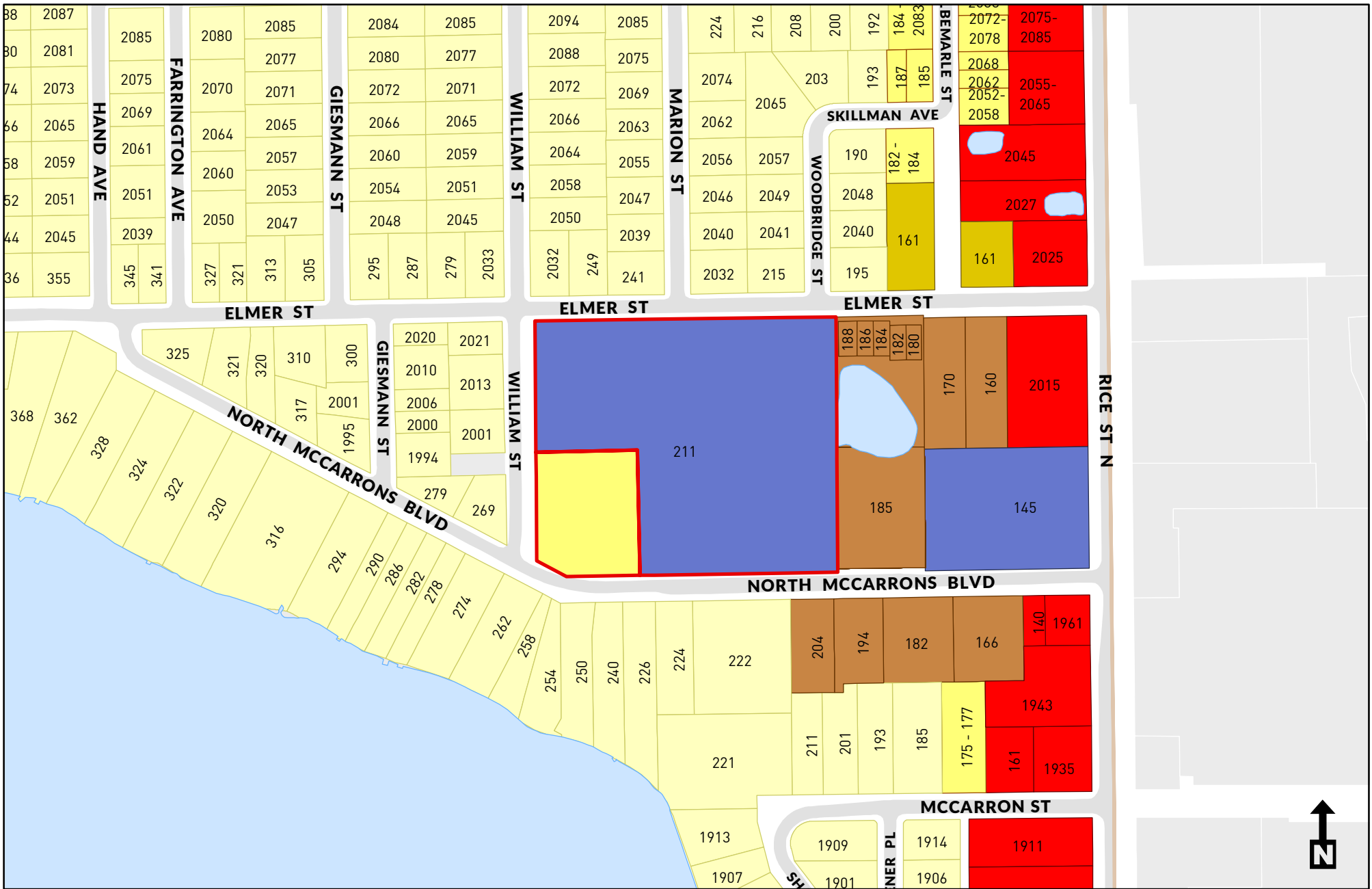


Site Location

Data Sources
 * Ramsey County GIS Base Map (3/7/2019)
 For further information regarding the contents of this map contact:
 City of Roseville, Community Development Department,
 2660 Civic Center Drive, Roseville MN

Disclaimer
 This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The City does not warrant that the Geographic Information System (GIS) Data used to prepare this map are error free, and the City does not represent that the GIS Data can be used for navigational, tracking or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found please contact 651-792-7085. The preceding disclaimer is provided pursuant to Minnesota Statutes §466.03, Subd. 21 (2000), and the user of this map acknowledges that the City shall not be liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the City from any and all claims brought by User, its employees or agents, or third parties which arise out of the user's access or use of data provided.

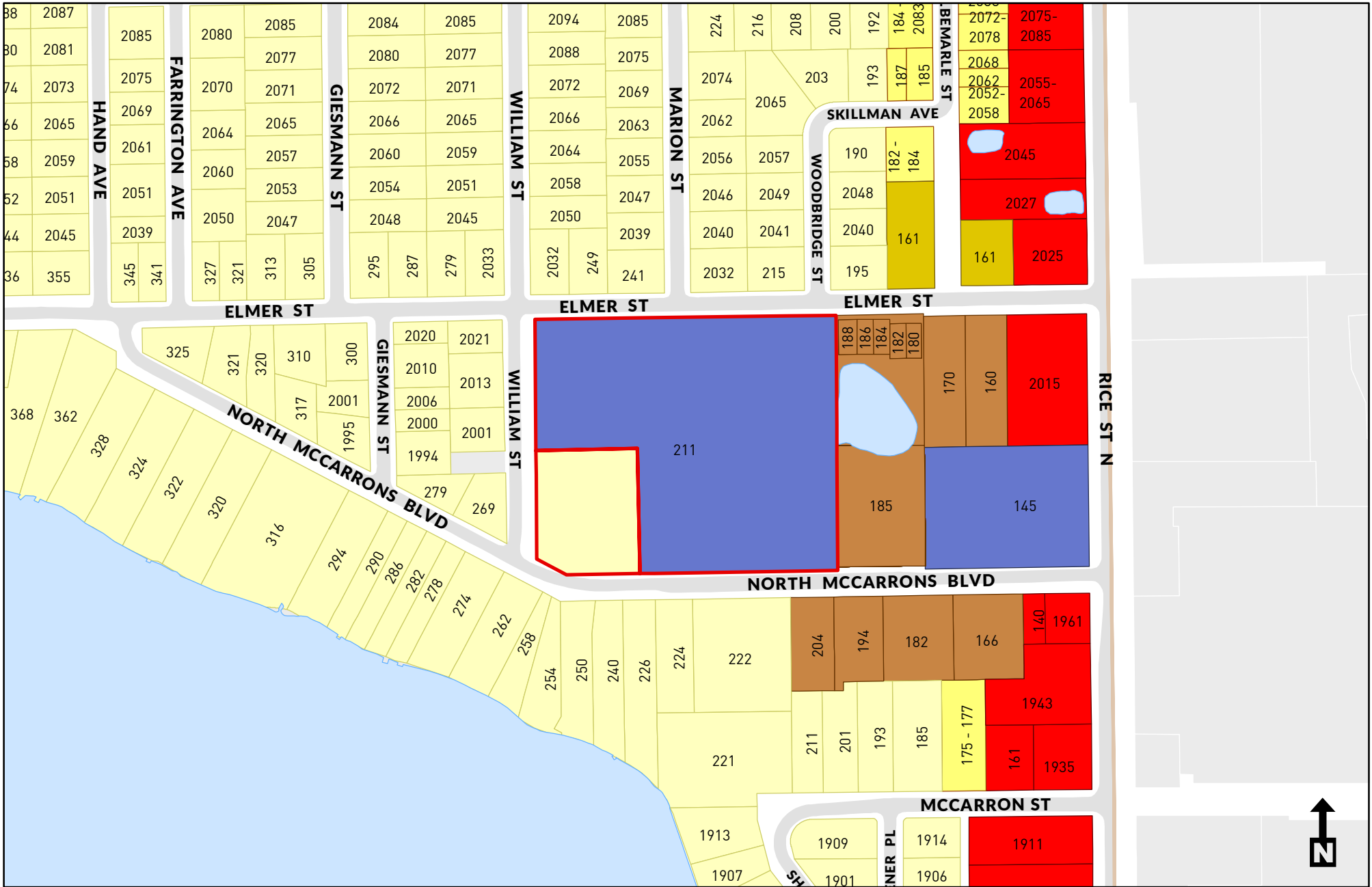




- | | |
|---|--|
| Residential | Commercial |
| LDR-1 - Low Density Residential-1 | CB - Community Business |
| LDR-2 - Low Density Residential-2 | Public / Institutional |
| MDR - Medium Density Residential | INST - Institutional |
| HDR-1 - High Density Residential-1 | |

Planning File 18-016: Existing Zoning Designation





Residential

- LDR-1 - Low Density Residential-1
- LDR-2 - Low Density Residential-2
- MDR - Medium Density Residential
- HDR-1 - High Density Residential-1

Commercial

- CB - Community Business

Public / Institutional

- INST - Institutional

**Planning File 18-016:
Proposed Zoning
Designation**