

**MINUTES
CITY OF DELANO
Planning Commission
Monday, October 8, 2018
7:00 PM**

1. Call to Order

Chairman, Jon Krieg, called the regular meeting of the Delano Planning Commission of Monday, October 8, 2018, to order at 7:00pm.

2. Roll Call

Members Present: Larry Bartels, Jeremy Clarke, Jeff Demeules, Angela Kalthoff, Jon Krieg, Dan Menk

Members Absent: Nat Malen

Also Present: Alan Brixius, City Planner; Dale Graunke, Council Liaison; Paula Bauman, Administrative Services Coordinator

3. Approval of Agenda

Motion by Angela Kalthoff, seconded by Jeff Demeules to approve the agenda as submitted; motion carried.

4. Minutes

- A. Minutes of the Delano Planning Commission meeting of Monday, August 18, 2018

Jon Krieg made two corrections on the submitted minutes

Motion by Jon Krieg, seconded by Jeremy Clarke to approve the Delano Planning Commission minutes of Monday, August 18, 2018, with correction as recommended by Jon Krieg; motion carried.

5. Public Hearing

6. New Business

- A. Consider request from Hartman Communities LLC, for a PUD concept plan for a project site consisting of 99.2 acres for property located west of McKinley Parkway and south of County Road 30 *Attachments: Exhibits*

In 2005, the City of Delano approved the McKinley Residential PUD and preliminary plat that encompassed 208 acres of land at the corner of Davidson Avenue and County Road 30. This approval resulted in the establishment of the current PUD zoning District that overlays this property. This PUD zoning reflects the PUD development stage plans that include specific street patterns and a variety of residential housing types, densities, and neighborhood designs.

While this project established the PUD zoning and design concept, the project did not proceed to final plat and was never developed.

Hartman Communities LLC, is now interested in developing the land and is seeking changes to the 2005 PUD concept plans. They have submitted a development request for PUD concept plan consideration by the City. The PUD concept plan is intended to provide guidance on site design, and land use configuration for the property to proceed to future PUD development stage and final stage.

The Co. Rd. Properties concept plan is generally consistent with broad design elements of the 2005 McKinley PUD with regard to the street patterns, neighborhood layout, and density patterns. The proposed concept plan is consistent with Delano Comprehensive Plan policies that encourage housing diversity in styles, densities, and affordability. In this respect, we recommend approval of the PUD concept plan, subject to the following:

1. The City shall make final approval of lot count, lot size, and setbacks subject to a detailed review of the preliminary plat and detailed development stage PUD plans.
2. Applicant provides larger single-family lots 70 to 80 feet in width where the subdivision abuts adjoining properties outside the PUD.
3. All single-family homes shall meet the City Design and Performance Standards related to home size, garage size, and design criteria.
4. Applicant provides an enlarged lot detail showing house location, setbacks, and usable yard space for decks and accessory structures for each of the variable lot sizes.
5. Wright County shall review the plat and comment on the right of way needs for CR 30, access points and required County Road improvements.
6. The City Engineer shall comment on the requested right of way widths for streets in the subdivision and street designs for streets intended to extend beyond the subdivision.
7. Darrow Avenue abutting the subdivision shall be upgraded to an urban street design.
8. The layout of the detached townhomes neighborhood shall be served by a loop street.
9. Parks location, size, and type shall be subject to the written approval of Delano Park Board.
10. The subdivision shall comply with the City Standards for sidewalks and trails along public streets.
11. A trail connection shall be constructed between CR 30 and McKinley Parkway through the ponding and wetland outlot.
12. The street crossing of McKinley Parkway at the park entrance shall be subject to the review and approval of the City Engineer.
13. Trails shall be extended along CR 30 and Darrow Avenue to the edge of the plat.
14. With the Development Stage PUD, the City will require preliminary plat, revised PUD layout, grading plan, utility plan, landscape plan and project narrative that may address issues raised in concept review. The City reserves PUD design approval subject to the more detailed Development Stage review.

Hartman Communities discussed the project stating they are looking for small and large builders who would like to be part of the concept. Anticipated pricing would be mid \$250,000 to high \$400,000. This project will be completed in five or six phases with four or more years of building.

Larry Bartels questioned if the church property is involved in this concept. Alan Brixius stated utilities have been extended and discussed the church plan for development.

The Commission discussed pedestrian traffic within the development and along County Road 30. Jon Krieg discussed bypass lanes along County Road 30 and the County requirements. Angela Kalthoff recommended looking into the speed along the County Road as its already an issue near Clover Springs and Westridge Hills.

Motion by Larry Bartels, seconded by Jeff Demeules to approve the request from Hartman Communities LLC, for a PUD concept plan for a project site consisting of 99.2 acres for property located west of McKinley Parkway and south of County Road 30; motion carried.

- B. Consider request from Laketown Homes for a concept plan review for a project site consisting of 68.11 acres along County Road 30. *Attachments* Exhibits

In January of 2018, the City Council approved the annexation of the Gerard farm, consisting of 68.11 acres located along County Road 16 immediately east of the Fox Meadows subdivision. The annexation request was accompanied by a single-family subdivision concept plan.

The City has now received an amended single-family concept plan for the site that attempts to address the issues that were raised in the initial concept plan review. The following report provides staff comments on the new Laketown Concept Plan.

Per section 3 of the Delano subdivision ordinance, a subdivision sketch plan review is intended to provide the developer guidance as to whether a subdivision generally conforms with City design standards. The sketch plan review does not convey any legal development rights to the applicant.

In the review of the Laketown Homes Concept Plan, we find that it is consistent with the Delano Land Use Plan. We recommend that the applicant proceeds to rezone to R-5 and preliminary plat with the following conditions:

1. The applicant pursues a rezoning from R-A to R-5 and brings all lots into conformance with the R-5 zoning standards.
2. The applicant uses new 2019 flood plain map to define the flood fringe limits (approximately 925 elevations) and ensure that all lot area consists of buildable land.
3. Lots 1 through 7 Block 1 and Lots 1 through 3 Block 7 be extended to County Road 16. The applicant shall provide a landscape plan illustrating 20-foot-wide buffer yards along the back of the lots backing up to CR 16.
4. If Outlot C is deemed an appropriate park location; eliminate three lots to expand the usable area of the park and increase visibility and access to the park.
5. Eliminate 1 or 2 of Lots 9,10,11, Block 4 to expand the lot areas within the balance of the Block. Provide housing examples that will fit the 65-foot lot width. Demonstrate adequate side and rear yard area for decks, sheds, play equipment, and outdoor storage items found with a typical single family.

6. All single-family homes shall provide a minimum of 1000 square feet of finished habitable floor area, two garage spaces having a minimum floor area of 480 square feet. All homes shall meet the single-family home standards of section 51.03 Subd. C. 3.a of the Delano zoning ordinance.
7. Outlots A and B shall be integrated into the adjoining lots, except for stormwater ponding areas. Outlot D shall be dedicated to the City.
8. Co Rd 16 extension shall be examined and approved by Wright County. The subdivision shall be responsible for all County Road access improvements.
9. The applicant shall address the sidewalk and trail issue outlined in this report with the preliminary plat.
10. The Delano Park and Recreation Commission make a determination on the need, location, and size of a park serving this neighborhood.

The developer discussed the project stated they're excited to bring the plans forward. This development will bring in 93 homes in a price point the city of Delano needs – mid \$300,000 range. The County will not allow two accesses to this property, discussed a left-hand turn lane. The Commission discussed the layout of the development.

Jon Krieg recommended a left-turn lane versus a bypass lane; which are much safer. Alan Brixius stated he will discuss with the city engineer.

Jeremy Clarke questioned if the Park and Recreation Commission has reviewed the plans. Brixius stated they will at their October meeting.

Motion by Larry Bartels, seconded by Jeff Demeules to approve the request from Laketown Homes for a concept plan review for a project site consisting of 68.11 acres along County Road 30; motion carried.

7. Old Business

8. Updates and Future Land Use Development Application

9. Other Business

10. Adjournment

There being no further business to discuss, the regular Planning Commission meeting of Monday, October 8, 2018, was adjourned.

Signed:

Paula Bauman, Administrative Services Coordinator