

PLANNING COMMISSION MEETING FOR THE CITY OF WAITE PARK

The Waite Park Planning Commission met on Tuesday, May 26, 2015 at 6:30 pm.

The meeting was called to order by Chair Jansky beginning with the Pledge of Allegiance.

Members Present: Tim Jansky, Bonnie Hermanutz, Bob Zabinski, Ken Schmitt and Jeff Blair.

Others Present: Sheila Mockros, Secretary, Jonathan Noerenberg, Planning and Community Development Director and those on the attendance sheet.

Commissioner Schmitt made a motion to accept the agenda as presented which was seconded by Commissioner Hermanutz. Motion carried.

Public Hearing: Preliminary and Final Plat – Parkway Park City Plat 3
and Planned Unit Development for Staybridge Suite Hotel

The property is currently vacant and is zoned as B-2, Commercial/General Business District and the current Outlot B of Parkway Plat 2 is being platted for the proposed Staybridge Suites hotel.

The entire property consists of approximately 17.71 acres. Proposed Lot 1, Block 1, at a listed size of 104,305 square feet, exceeds the 30,000 sq. ft. minimum lot size. Lot 1, Block 1 is proposed to be developed as Staybridge Suites. The proposed Staybridge hotel is the first phase of a two-phase hotel development for the site. A future Holiday Inn, on proposed Lot 2, Block 1, is also proposed as a later 2nd phase, with anticipated development beginning in 2016 after completion of the Staybridge Suites.

The Public Hearing Notice was read and the hearing opened at 6:31 p.m.

The applicants are requesting consideration of the PUD for the site to allow for some variance from height, drive lane setback, and off-premise sign and sign height requirements.

Two phases are contemplated for the project. The first phase is construction of a four-story Staybridge Suites hotel on proposed Lot 1, Block 1 of Parkway Park City Plat 3. The site plan denotes a future Phase 2, currently stated as a Holiday Inn Hotel.

The Staybridge proposal depicts a total of 90 extended-stay rooms, with amenities including an indoor pool and exercise area, breakout meeting space which can be rented, continental breakfast and evening lounge areas, and outdoor recreational sitting areas. The central outdoor area of the proposal is heavily landscaped. The proposed landscape plan includes a mixture of shade and evergreen trees throughout the property and along the outer perimeter, including along Parkway Drive, and the landscape plan as submitted complies with City Code requirements. The Phase 2 Holiday Inn denotes 120 rooms, with meeting rooms and a sports bar/grill restaurant.

The proposal supplies sufficient parking to meet City Code requirements for hotels/motels, with a total of 106 stalls required and provided. The proposed Phase 2 Holiday Inn also provides sufficient parking based on current projections, with a total of 215 stalls required and 215 stalls provided. Trash/waste enclosures are noted in the southern areas of both sites.

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The drive lane depicted on the western side of the Staybridge site is located within approximately 7 feet of the side yard property line, which is less than the minimum district standard setback of 10 feet. The exception to the setback is being requested to increase the courtyard green area. No negative impacts exist to any established neighboring properties as the property to the east has not yet been developed.

The requested overall building height for the Staybridge is noted as four stories, with a maximum height of 46 feet. The Holiday Inn project is also listed at four stories, but with an increased overall height of 65 feet (60 feet to mid-point of roof).

Off-premise signage allowance is also being requested via the PUD process by the applicants. To increase visibility for the developments, which are located in the central portion of Parkway Drive, the applicants are requesting allowance to install signage components for the hotel developments as part of multi-tenant signs at the Biolife location at 10th Ave South & Parkway Drive, and the undeveloped Outlot D to the northeast, which is also owned by the applicants. The applicants maintain an easement that was intended to allow for signage installation on the Biolife site, but off-premise signage is not allowed under the City Code and this area without special review/approval. The requested signs are 50 foot in height for the Outlot D location, and 40 foot in height for the Biolife location. The standard sign maximum for elevated signs in the B-2 district is 20 feet.

There were no comments from the audience.

Dan Miller – Miller Properties was present and stated that they are requesting to have a variance from the sign height as the building is set back off of Hwy 23 and 10th Ave South and that the signs will be used for the entire development as well as the hotel project.

Commissioner Hermanutz moved to close Public Hearing with a second by Commissioner Schmitt. Motion Carried. Public Hearing closed at 7:13 PM.

Commissioner Hermanutz moved to recommend to the City Council to approve the preliminary and final plat to be known as Parkway Park City Plat 3 on the following conditions:

1. Parkland Dedication Fees paid.
2. Future development of depicted Lot 2, Block 1, Parkway Park City Plat 3 will require review of additional final plat prior to development of that parcel.
3. Proposed connections between Lot 1, Block 1 and depicted Lot 2, Block 1, Parkway Park City Plat 3 will require submittal of recorded cross easements to City staff prior to affixing of City signatures on final plat.

Commissioner Schmitt seconded the motion. Motion carried 5/0.

Commissioner Hermanutz moved to recommend to the City Council to approve Final PUD and the Development Plan for Parkway Park City on the following conditions:

1. Minimum 7 foot sideyard setback
2. Maximum Height of Staybridge will be 46 feet and the Holiday Inn maximum 65 feet.
3. Off premise signage allowed to a maximum height of 40 feet on Hwy 23 side and Maximum height of 30 feet on 10th Avenue South

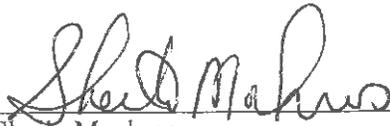
Commissioner Schmitt seconded the motion.

Motion approved 5/0

Commissioner Schmitt made a motion to adjourn which was seconded by Commissioner Hermanutz. The motion carried and the meeting was adjourned at 7:33 p.m.



Tim Jansky, Chair



Sheila Mockros,
Building/Planning Assistant

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