

PLANNING COMMISSION MEETING FOR THE CITY OF WAITE PARK

The Waite Park Planning Commission met in regular session on Tuesday, January 8, 2019, at 6:30 PM in the Waite Park City Hall. The meeting was called to order by Chair Jansky beginning with the Pledge of Allegiance.

Planning Commission Members Present: Tim Jansky, Ken Schmitt, Bob Zabinski, Jeff Blair and Shawn Blackburn

Planning Commission Members Absent:

Others Present: Jon Noerenberg, Planning & Community Development Director and those on the sign-in sheet.

Approval of the Agenda: **Commissioner Schmitt made a motion to approve the agenda. The motion was seconded by Commissioner Blackburn and passed unanimously.**

Approval of the Minutes: **Commissioner Zabinski made a motion to approve the minutes of December 11, 2018. The motion was seconded by Commissioner Schmitt and passed unanimously.**

Planned Unit Development, 205 3rd St NE (continued from December 11, 2018 meeting):
Planning & Community Development Director noted that the public hearing portion of the meeting has been closed, but the Planning Commission can allow anyone that is present to speak if they wish. Noerenberg also provided a recap of the request for those in attendance.

The request has been submitted by Jim Rakhshani, owner of the property at 205 3rd St NE with intent of redevelopment. The concept would have approximately the same footprint as the neighboring building to the east. Access to the property would be from the western side of the parcel via a new curbcut. The building is to have four retail spaces and six single-bedroom loft apartments above. The building would have 25 parking stalls.

The Planning Commission tabled a decision based on potential parking issues. Staff connected with the Stearns County Highway Department and they confirmed that they have no intent of putting sidewalks in that location and that if sidewalks were to be installed, they would be constructed by the City.

The distance between the parking stalls that are parallel to each other is 26 feet, which is the minimum required by Ordinance. The parking requirement for office space is the same as for retail space under the Ordinance, 1 space per 250 sq. ft. If the entire lower level is retail, the parking requirement for that level would be 22 stalls. The applicant is proposing to possibly have two residential units on the lower level. If that is the case, then the lower level parking requirement would be decreased to 12 stalls. For the upper level apartments, the requirement is 16 stalls. Either way, the number of stalls on the plan is lower than what is required.

Another area of concern is the closet in the den area. Noerenberg suggests having a clause in the lease stating the den is not to be used as a bedroom.

Ken Brown, representative of the project, stated that the closet in the den is going to be used for the mechanical room.

Chair Jansky is concerned with the 5-foot setbacks as well as possible lack of emergency access to the apartments in the lower level. Jansky would rather see the residential units on the lower level as retail storage as opposed to living space.

Brown stated he had worked on a similar building in Buffalo and that the parking lot is rarely full even through the apartments are all filled.

Noerenberg stated that ideally, he would like to have the parking in the back. However, in this case, it would make the most sense to have the parking in the front. It would be in line with the neighboring property. Noerenberg added that there is a need for 1-bedroom apartments in the area.

Commissioner Zabinski would like to have the different departments review the plan. Noerenberg stated the fire and building department will look at the plans once submitted for approval.

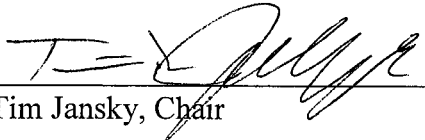
Commissioner Schmitt stated that the plans need to go through the process and it starts with recommending approval tonight.

Commissioner Schmitt moved to recommend to the City Council to approve the Planned Unit Development – Allow for Mixed – Use Retail and Residential Building in B-2, Commercial/General Business District located at 205 3rd ST NE with the following Conditions:

- 1. The closet in the den must be used as a mechanical room.**
- 2. The plans are to be reviewed by the Fire Department prior to approval.**

The motion was seconded by Blackburn and passed unanimously.

Commissioner Blackburn made a motion to adjourn the meeting at 7:16 PM. The motion was seconded by Commissioner Schmitt and passed unanimously.



Tim Jansky, Chair

 5/22/19

Jon Noerenberg, Planning & Community
Development Director