

**ANOKA PLANNING COMMISSION
REGULAR MEETING
ANOKA CITY HALL
TUESDAY, DECEMBER 6, 2016
7:00 P.M.**

CALL TO ORDER:

The regular meeting of the Anoka Planning Commission was called to order at 7:00 p.m.

ROLL CALL:

Planning Commissioners present: Chair Don Kjonaas, Borgie Bonthuis, Sandy Herrala, Peter Rech, Karna Brewer, and James Cook

Planning Commissioners absent: Manley Brahs

Staff present: Associate Planner Rouse

APPROVAL OF MINUTES:

Chair Kjonaas referred to the bottom of page 9, and stated it should read, "Chair Kjonaas advised the Planning Commission does not deal with assessments."

- a. Approval of November 1, 2016 Regular Meeting Minutes

MOTION WAS MADE BY COMMISSIONER BONTHUIS, SECONDED BY COMMISSIONER BREWER, TO APPROVE THE AMENDED REGULAR MEETING MINUTES OF NOVEMBER 1, 2016

5 ayes – 0 nays – 1 abstain (Herrala). Motion carried.

- b. Approval of November 16, 2016 Work Session Minutes

Commissioner Brewer referred to page 2, under the discussion of accomplishments and goal setting and stated it is awkward to have references to Nos. 3, 4, and 5, when the goals are not included in the minutes. She requested the goals be included in the minutes.

MOTION WAS MADE BY COMMISSIONER BREWER, SECONDED BY COMMISSIONER BONTHUIS, TO APPROVE THE AMENDED WORK SESSION MINUTES OF NOVEMBER 16, 2016

6 ayes – 0 nays. Motion carried.

NEW BUSINESS:

None.

OLD BUSINESS:

None.

PUBLIC HEARINGS ON NEW APPLICATIONS:

a. A2016-28, Preliminary Plat, Site Plan, and Planned Unit Development, Shade Tree Construction, Inc., 11th Avenue and North Street

Associate Planner Rouse reported Shade Tree Construction submitted an application for a site plan review, preliminary plat, and rezoning to a planned unit development to construct 28 owner-occupied one level townhomes on 9.15 acres. The project is located east of 11th Avenue and north of North Street. This property is currently city owned land; however, the City executed a purchase agreement on November 7th, 2016 with Shade Tree Construction. The property is set to close at the end of February 2017.

Associate Planner Rouse reported the proposed plat encompasses 53.56 acres which includes a total of 30 lots and two outlots. The applicant will pay the park dedication fee of \$2,543 per residential unit totaling \$71,204 for 28 units.

Regarding streets and traffic, the overall site has frontage on 11th Avenue which is a public street. The existing access road will be paved by the applicant as a 24-foot-wide access road beginning at Grant Street continuing north approximately 100 feet past the project site to provide access to a City Public Works area. The applicant is proposing to construct a private road with a 50-foot radius cul-de-sac turnaround at the north end to provide access for Lots 7-28 and large truck turnarounds such as garbage or fire trucks. Three shared driveways, between 20 and 35 feet in width at the property line, are proposed to serve Lots 1-6 with direct access to 11th Avenue. Street lights will be installed meeting Anoka Municipal Utility specifications provided to the applicant for the acorn style lighting fixtures. A 50-foot radius cul-de-sac is proposed at the north end of the development, designed to accommodate large truck turnarounds such as garbage or fire trucks. The centerline measurement of the private drive is 581 feet, exceeding the 500-foot maximum allowed for public streets ending in a cul-de-sac.

Associate Planner Rouse reported on the zoning requirements for this property, which is R-3 medium and high density residential.

Regulation	Minimum Required	Proposed Flexibilities
Front yard setback	25 feet	None
Side yard setback	10 feet dwelling/5 feet garage	6 feet dwelling
Rear yard setback	25 feet	19.9 feet on Lot 11; 24.7 feet on Lot 18

Impervious Coverage	30%	None (25.9%)
Wetland buffer	16.5 feet	None (16.5 feet or more)
Minimum Building Square Footage	960 square feet	None
Lot Area	4,500 square feet	4,000 square feet
Masonry percentages	50% public, 33% side, 25% interior	Elevation 1 (33%, 0%, 0%) Elevation 2 (20%, 0%, 0%) Elevation 3 (10%, 0%, 0%)
Prohibited materials	Vinyl prohibited	Vinyl used in shakes, board and batten siding, and heavy sculpted vinyl siding

Associate Planner Rouse reported on the architecture of the proposed townhomes. They are one story with a crawl space for mechanical equipment and storage. The garages are front loading, but incorporated into the design through the adjacent front porch. A 10 foot by 12-foot deck or patio is proposed on the back of the units. The floor plans will be the same for each unit, allowing for minor alterations as needed. The minimum floor area of 960 square feet is exceeded by the proposed floor plans.

In the underlying R-3 district, 50% of the public façade, 33% of the side façade and 25% of the interior facade exterior materials must be opaque utilizing brick, stone, decorative masonry or similar materials or a combination thereof. The remaining percentage of the exterior opaque wall finish materials shall be comprised of cast stone, wood shingles, lap siding, tongue and groove paneling, copper, stucco/EIFS, cement board, glass, dark anodized aluminum or accent metal, and materials similar in character to those listed. Prohibited materials include smooth concrete block, pre-fabricated steel panels, aluminum, vinyl or fiberglass siding or roofing, pre-cast concrete panels, painting of previously unpainted brick, wooden exteriors, except those listed previously.

Associate Planner Rouse provided renderings of the three styles of dwelling units. The vinyl siding proposed for all three styles is a heavy sculpted two toned color designed to mimic a natural wood product.

- Elevation 1 has a gable roof with shakes, stone base columns, and a wood carriage style garage door. The public (front) façade is 33% stone, 33% vinyl siding, and 33% vinyl shakes. The side facades are 100% vinyl.
- Elevation 2 has a cross gable roof, wood columns, and a barn door style garage door. The public façade is 20% stone, 60% board and batten siding, and 20% vinyl shakes. The side facades are 30% vinyl shakes and 70% board and batten siding.
- Elevation 3 is a craftsman style house with hip roof and one stone column and a paneled garage door with windows. The public façade is 10% stone, 75% vinyl siding, and 15%

board and batten siding. The side facades are 80% vinyl siding and 20% board and batten siding. The board and batten siding in this design is laid in a band under the eave.

Associate Planner Rouse reported common areas within the development are located on Lot 29 and will be managed by the townhome association. A six-foot bituminous trail is proposed to connect the future eight-foot public bituminous trail along 11th Avenue to the proposed private drive in the townhome development. A six-foot trail is proposed to lead from the private drive in between lots nine and ten to a gazebo on the west end of the development adjacent to the wetlands. Tree plantings are provided to provide a berm along 11th Avenue to provide screening, privacy and aesthetic value.

Associate Planner Rouse reported staff and the applicant are working with the fire departments to resolve access issues on the east side of the townhomes. This will include fire hydrants and an eight-foot trail to allow access by fire vehicles.

Regarding the cell tower on Lots 15 and 16, the applicant is proposing to begin construction in early 2017 on the remaining lots to allow time for the tower to be relocated. The City is currently working with the lease holder to find an alternative location to relocate the tower.

Associate Planner Rouse summarized the residential development analysis:

- The reductions in the rear yard setbacks are necessary for the encroachment and do not create negative impacts on the development.
- The lot area minimums have been reduced by 500 feet, but a 12-foot separation between townhomes and ample open space within the development is maintained to make up for the reduced lots sizes. The townhomes meet the front yard setback requirement of 25 feet and have 25-foot-long driveways.
- The townhomes are designed with a 12-foot separation between buildings, maintaining six-foot setback for garages, but a reduced six-foot setback for the dwelling. With proper firewall and openings, on the interior facades, the reduced setback is justified.

Staff recommends approval of the preliminary plat and site plan with the following conditions:

1. Applicant shall enter into a development agreement with the City of Anoka.
2. A final plat must be submitted to the City of Anoka Planning Department and approved by the City Council within 12 months of preliminary plat approval.
3. The developer shall comply with the LRRWMO approval and permit for the drainage, grading and erosion control. The LRRWMO permit must be obtained prior to any site activity and/or issuance of a building permit.
4. Park dedication fees in the amount of \$71, 204 must be paid prior to the issuance of a building permit.
5. The developer must submit an ALTA survey of the property to the City of Anoka Engineering Department upon completion of the project.

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6. The developer must provide a letter of credit in the amount of 1.25 times the estimated cost of all site improvements including but not limited to grading, parking lot improvements, landscaping, stormwater ponding, roads, and utilities.
7. All comments and concerns of the Anoka Fire Department must be met prior to issuance of building permits or site activity.
8. All stormwater concerns of the engineer must be addressed prior to issuance of the building permit.
9. An Architectural Repetition Control Tracking Sheet must be submitted to ensure adjacent properties are not constructed in identical fashion.
10. All plans shall be updated as required by City staff.

Staff recommends the following conditions be placed on approval of the Planned Residential Development:

1. A final development plan shall be submitted reflecting any recommended changes from the preliminary plan approval.
2. Future amendments to the site plan shall be subject to the PUD review process outlined in Chapter 74, Article V, Division 1.
3. Homeowners Association Documents including but not limited to maintenance of common areas, building exteriors and landscaping must be submitted to City Staff prior to approval of a building permit.

Commissioner Brewer inquired why sidewalks are not included in the development and what amenities qualify this to be a senior development. Associate Planner Rouse pointed out it is not designated as senior housing. It is a private development, sidewalks are not required, but could be included as a condition to the site plan.

Commissioner Brewer inquired if the private road would be built up to the same standard as a public city road. Associate Planner Rouse stated width and length requirements do not apply because the subdivision ordinance does not address private streets. However, the construction of it needs to meet city standards.

Chair Kjonaas stated if the road becomes public in the future and it requires repairs, the residents will be assessed for those repairs.

Mark Strandlund, Shade Tree Construction, commented the streets will have the same materials and thickness as any other City street.

Jim Napier, E. G. Rud and Sons, Inc., commented he received specifications from City staff and that is what will be used for the street construction.

Commissioner Rech inquired about parking and the driveways on townhome lot numbers 1 through 6. Mr. Napier stated City code requires two stalls in the driveway, two stalls in the

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garage, and street parking. Parking is also allowed in 11th Street. Mr. Strandlund commented the residents can back out of their driveway and make a U-turn so they will not have to back up onto 11th Avenue.

Commissioner Cook inquired about the spruce trees between driveways and visibility. Mr. Strandlund stated they are using conifers to provide additional privacy. Mr. Napier commented the trees could be planted closer to the townhomes to address visibility issues.

Chair Kjonaas commented he does not like shared driveways. Mr. Strandlund stated the residents will have to use common sense when parking not to block their neighbor's driveway when they have visitors.

Chair Kjonaas inquired about snow removal. Mr. Napier stated on the private street, the snow will be pushed to the end of the street into a ponding area to the left of the cul-de-sac.

Commissioner Cook commented overnight parking is allowed on private streets. Mr. Strandlund stated parking restrictions could be included with the homeowner's association.

Commissioner Herrala commented vinyl is not allowed and she does not want to set a precedent if this is approved. Also, the masonry façade percentages need to be increased.

Mr. Strandlund stated the proposed vinyl is a sculpted, two-tone heavier grade vinyl. He would be open to including more stone on the front, but still be able to use the proposed vinyl.

Commissioner Bonthuis commented there needs to be more masonry than just on the post. Mr. Strandlund stated it could be added to the garage to get closer to the stone percentage requirement.

Mr. Strandlund stated the units are two-bedroom at just under 1000 square feet. He anticipates seniors living in the development. The owners will own the lot as well as the units.

Chair Kjonaas inquired why not have the units owned by the residents and the lots owned by the homeowner's association. Mr. Strandlund stated if the residents only own the interior of the unit, it is more of a condo association, not a townhome association. The townhomes residents will own three feet of land out from the townhome, but exterior maintenance will be done by the association.

Commissioner Bonthuis inquired if the applicant has done other projects like this one. Mr. Strandlund stated they have built similar projects in Blaine and Hugo.

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Commissioner Rech stated there is a hill north of the development and inquired about runoff and drainage in the event of a large rain storm. Mr. Napier stated they acquired the flood elevation from the Coon Creek Watershed and it has been addressed.

Commissioner Rech inquired who is going to move the large piles of dirt currently on the site. Associate Planner Rouse stated Public Works is moving it.

Commissioner Brewer pointed out the flood line that runs through the development. Associate Planner Rouse stated the applicant is proposing to bring in fill to raise the base flood elevation. When that is finished, they will complete a letter of map amendment in order to pull the houses out of the flood plain.

Commissioner Cook inquired where the similar development is in Hugo. Mr. Strandlund stated it is around 13076 Europa Lane in Hugo, south of the water tower off of Highway 61.

Commissioner Cook inquire if the trail will be paved. Mr. Strandlund stated the part of the trail that is under the flood elevation will not be paved, but the rest of it will.

In response to Commissioner Cook, Mr. Napier stated the proposed width of the street is 24 feet. If a car is parked on the street, only one car can pass at a time. It is cozy, but people understand and wait for their turn to pass. The cul-de-sac also provides additional parking.

Commissioner Rech inquired about the cell phone tower. Associate Planner Rouse commented the land is City owned, but the tower is leased to a private company. The relocation will be paid for by the owner of the tower and they are trying to find land north of the site to relocate.

Chair Kjonaas opened the public hearing at 7:45 p.m.

Ryan Veil, 2539 11th Avenue, suggested the Commission make sure there are safeguards in place to keep funding available for the homeowner's association and to make sure nothing drains towards North Street.

Paul Rustad, 3242 12th Avenue, inquired if 11th Avenue will be extended past the current development to the Public Works area and if there will be additional traffic with a potential dog park going in north of the proposed development. Associate Planner Rouse stated they will direct people to park in the lot on the north side of the park off of Cleveland.

Chair Kjonaas closed the public hearing at 7:48 p.m.

The Planning Commission expressed concern with the masonry and vinyl siding. Associate Planner Rouse stated they will request a sample from the applicant. She pointed out this is a PUD

and any future PUDs would have the opportunity to vary the exterior standards. However, any site plan reviews would have to meet the current standard of no vinyl.

Commissioner Brewer commented the project could go forward without PUD zoning, but it would probably mean there would be less units and they would enforce the masonry percentages and prohibit vinyl.

Associate Planner Rouse commented if it is tabled until January, it would come close to the 60-day deadline and would need to be extended to 120 days.

Mr. Strandlund stated the PUD is important. More homes in the association gives it a better chance that it will survive and thrive. The land is also being purchased on a per unit basis and if the number of units is reduced, it will be less money for the City. He would rather keep the application moving forward and come up with an acceptable exterior solution so that it does not interfere with the potential closing date.

Mr. Strandlund suggested the exterior requirements be on the front of the units, but still have vinyl on the sides, since they are not visible by the general public. There are some options to include on the sides with the vinyl to break it up.

Commissioner Brewer commented a lot of homes in the City have been resided for easy maintenance, inquired how energy efficient vinyl is and the purpose of restricting it. Associate Planner Rouse stated there is more insulation in newer homes and vinyl is not less energy efficient. The newer standards are intended to prohibit cheap and plain looking new construction. This applicant is willing to use a better siding, and it also helps with the cost of the project.

Commissioner Cook suggested moving forward with the standards as they are.

Commissioner Herrala stated the Planning Commission could include conditions on the exterior that need to be met. It will still go to the City Council, but will give the applicant time to work with staff to come up with an acceptable solution to present to the Council.

MOTION WAS MADE BY COMMISSIONER HERRALA, SECONDED BY COMMISSIONER RECH, TO RECOMMEND APPROVAL OF A2016-28 PRELIMINARY PLAT AND SITE PLAN, SHADE TREE CONSTRUCTION, INC., 11th AVENUE AND NORTH STREET, WITH THE FOLLOWING CONDITIONS:

1. Applicant shall enter into a development agreement with the City of Anoka.
2. A final plat must be submitted to the City of Anoka Planning Department and approved by the City Council within 12 months of preliminary plat approval.
3. The developer shall comply with the LRRWMO approval and permit for the drainage, grading and erosion control. The LRRWMO permit must be obtained prior to any site activity and/or issuance of a building permit.

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4. Park dedication fees in the amount of \$71,204 must be paid prior to the issuance of a building permit.
5. The developer must submit an ALTA survey of the property to the City of Anoka Engineering Department upon completion of the project.
6. The developer must provide a letter of credit in the amount of 1.25 times the estimated cost of all site improvements including but not limited to grading, parking lot improvements, landscaping, stormwater ponding, roads, and utilities.
7. All comments and concerns of the Anoka Fire Department must be met prior to issuance of building permits or site activity.
8. All stormwater concerns of the engineer must be addressed prior to issuance of the building permit.
9. An Architectural Repetition Control Tracking Sheet must be submitted to ensure adjacent properties are not constructed in identical fashion.
10. All plans shall be updated as required by City staff.
11. The plan must meet all masonry material percentages.
12. No vinyl material shall be used.

6 ayes - 0 nays. Motion carried.

MOTION WAS MADE BY COMMISSIONER BONTHUIS, SECONDED BY COMMISSIONER COOK, TO RECOMMEND APPROVAL OF THE PLANNED UNIT DEVELOPMENT, SHADE TREE CONSTRUCTION, INC., 11th AVENUE AND NORTH STREET, WITH THE FOLLOWING CONDITIONS:

1. A final development plan shall be submitted reflecting any recommended changes from the preliminary plan approval.
2. Future amendments to the site plan shall be subject to the PUD review process outlined in Chapter 74, Article V, Division 1.
3. Homeowners Association Documents including but not limited to maintenance of common areas, building exteriors and landscaping must be submitted to City Staff prior to approval of a building permit.

6 ayes - 0 nays. Motion carried.

MISCELLANEOUS:

Next work session on December 19 is cancelled.

Next regular meeting will be Wednesday, January 4, 2016 at 7:00 p.m.

Associate Planner Rouse advised the new meeting schedules are available. She pointed out the meeting in July will take place on Thursday, July 6, 2017 and there are other meetings that have been bumped to Wednesdays.

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ADJOURNMENT:

MOTION WAS MADE BY COMMISSIONER BONTHUIS, SECONDED BY COMMISSIONER RECH, TO ADJOURN THE MEETING.

6 ayes – 0 nays. Motion carried.

Time of adjournment: 8:18 p.m.

Submitted by Stephanie Rouse, Associate Planner