



CITY OF GRAND RAPIDS

NOTICE OF MEETING
PLANNING COMMISSION

Minutes - Final Planning Commission

COUNCIL CHAMBERS
CITY HALL - 420 N. Pokegama Ave.
Grand Rapids, MN 55744

Thursday, May 6, 2021

4:00 PM

Council Chambers

BE ADVISED: Pursuant to Minnesota Statute 13D.021, Subdivision 1, some or all members may appear by telephone or other electronic means.

Call To Order

Call of Roll

Present 6 - Chairperson Molly MacGregor, Vice Chair Patrick Goggin, Commissioner Mark Gothard, Commissioner Lester Kachinske, Commissioner Ted Hubbes, and Commissioner Betsy Johnson

Excused

Setting of Agenda - This is an opportunity to approve the regular agenda as presented or add/delete an agenda item by a majority vote of the Commissioners present.

Due to video issues Commissioner Goggin will chair the meeting for Chair MacGregor.

Motion by Commissioner Kachinske, second by Commissioner Hubbes to approved the agenda as presented. The following roll call vote was taken: Goggin, Gothard, Johnson, Kachinske, Hubbes, MacGregor. Nay: None, motion passed unanimously.

Approval of Minutes

Approve the minutes of the March 4, 2021, 4:00 pm regular meeting.

Motion by Commissioner MacGregor, second by Commissioner Hubbes to approve the minutes of the February 4, 2021 regular meeting. The following roll call vote was taken: Yea: Hubbes, Kachinske, Johnson, Gothard, Goggin, MacGregor. Nay: None, passed unanimously.

General Business

Consider a recommendation to the City Council regarding the vacation of a platted alley right-of-way within Houghton's Addition to Grand Rapids.

The Itasca County HRA, co-signed by Mr. Ken Collinge (property owner of 716 NW 5th Ave.) submitted a valid petition, on April 5, 2021 requesting the vacation of the

following described public right-of-way:

That part of the west – east alley located within Block 10, according to the plat of Houghton’s Addition to Grand Rapids, on file and of record in the Office of the Itasca County Recorder, that lies between Lots 7-12 and Lot 6 and Lot 13 inclusive;

The HRA are the owners of Lots 1-12, Block 10, Houghton’s Addition (411 Apartment building and 3 parcels separated by the alley adjacent to 4th Ave. NW). Mr. Collinge is the owner of Lot 13, Block 10 Houghton’s Add. of which the HRA has an agreement in place to purchase the subject property.

As stated within the attached Public Vacation Application, if approved, the right-of-way vacation, and also pending the outcome of an zoning map amendment request petitioned by the HRA, would both facilitate the completion of the purchase of property from Mr. Collinge (716 NW 5th Ave.), and ultimately the development & expansion of additional off-street parking spaces for the residents of the 411 Apartment Building. Additionally, the vacation would provide the HRA approximately 51,380 sq. ft. of contiguous land area helping address an existing deficiency (grandfathered nonconformity) of square footage of land area per unit.

As described in the attached email correspondence, the Engineering Department/Public Works Department and the Fire Department support the petitioned vacation. The Grand Rapids Public Utilities Commission noted that alley contains overhead electric power lines serving the block, along with one block to the east and two blocks to the west, and thus requested that approval of alley vacation be contingent on the City retaining a utility easement over the entire area to be vacated.

There were no concerns or objections regarding the petitioned right-of-way vacation from the remaining members of the staff review committee which consists of the Engineering/Public Works Department, Community Development Department, Fire Department, Police Department, and the Grand Rapids Public Utilities Commission.

Motion by Commissioner Hubbes, second by Commissioner Kachinske that, based on the findings of fact presented here today, and in the public’s best interest, the Planning Commission does hereby forward to the City Council a recommendation to approve the vacation of public right-of-way described as: That part of the west – east alley located within Block 10, according to the plat of Houghton’s Addition to Grand Rapids, on file and of record in the Office of the Itasca County Recorder, that lies between Lots 7-12 and Lot 6 and Lot 13 inclusive;

Contingent on the following stipulation(s):

- **That a utility easement be retained across the full width of the vacated alley right-of-way.**

With the following considerations reviewed by the Commissioners:

- 1. Is the right-of-way needed for traffic purposes?
Why/Why not? No, it is not needed for traffic purposes.**
- 2. Is the right-of-way needed for pedestrian purposes?
Why/Why not? No, there are other pedestrian paths it is not needed.**
- 3. Is the right-of-way needed for utility purposes?**

Why/Why not? Yes, but there is no conflict if a utility easement is retained.

4. Would vacating the right-of-way place additional land on the tax rolls?

Why/Why not? It will not be adding or removing any additional land to the tax rolls.

5. Would vacating the right-of-way facilitate economic development in the City? Why/Why not? It will improve the parking which is necessity and remove a blighted structure.

The following roll call vote was taken: Goggin, Gothard, Johnson, Kachinske, Hubbes, MacGregor. Nay: None, motion passed unanimously.

Consider a recommendation to the City Council regarding the rezoning of 1.05 acres of land from R-2 (One and two Family Residential) to R-4 (Multiple-family Residential- high density).

The Itasca County HRA, co-signed by Mr. Ken Collinge (property owner of 716 NW 5th Ave.), filed an application for a Zoning Map Amendment with the City on April 5, 2021. The application requests the City's consideration of the rezoning of the following described properties from their current R-2 (One and two Family Residential) designation to that of R-4 (Multiple-family Residential- high density):

Lots 1-6 & E ½ of VAC N/S Alley and Lot 13 & W ½ of VAC N/S Alley, All in Block 10, Houghton's Addition to Grand Rapids, Itasca County, Minnesota

The petition submitted by the HRA involves 1.05 acres of land (1- parcel currently owned by Mr. Collinge, and 3-parcels owned by the HRA), and is generally located north of the HRA's 411 NW 7th Avenue Apartment Building (see map #1). Map #1 illustrates the subject properties in relation to the existing zoning in the area: R-4 (Multiple-family Residential- high density) adjacent to the south, R-2 (One and Two-Family Residential) to the north, west, and east, and PU (Public Use) to the northeast.

The Zoning Map Amendment, if approved and described by the petitioner in their application, and also pending the outcome of an alley vacation request petitioned by the HRA, would both facilitate the completion of the purchase of property from Mr. Collinge (716 NW 5th Ave.), and ultimately the development & expansion of additional off-street parking spaces for the residents of the 411 Apartment Building, as well as provide the HRA approximately 51,380 sq. ft. of contiguous land area helping address an existing deficiency (grandfathered nonconformity) of square footage of land area per unit.

The existing nonconformity of units per square foot of land area (currently 16 units allowed at an R-4 designation on current lot configuration, 37 units would be permitted if the rezoning and alley vacation are approved; 50 units of multi-family housing currently exist in apartment building). The rezoning would not allow the HRA to add additional units to the property.

Motion by Commissioner Johnson, second by Commissioner Kachinske that, based on the findings of fact presented here today, and in the public's best interest, the Planning Commission does hereby forward to the City Council a recommendation to approve the Zoning Map Amendment, as petitioned by Itasca County HRA, and adjacent property owner Mr. Ken Collinge, described

within the Staff Report and as shown in the maps presented here today, from the current R-2 (One and two Family Residential) zoning designation to that of R-4 (Multiple-family Residential- high density);

With the following conditions reviewed by the Commissioners:

1. Will the change affect the character of neighborhoods?

Why/Why not? It will improve the character by adding much needed parking and removing a blighted structure.

2. Would the change foster economic growth in the community?

Why/Why not? It will allow for parking which is needed.

3. Would the proposed change be in keeping with the spirit and intent of the ordinance? Why/Why not? Yes, expanding the zoning to R-4 allows for consistency in that area.

4. Would the change be in the best interest of the general public?

Why/Why not? Yes, it preserves green space, removes blight and improves parking.

5. Would the change be consistent with the Comprehensive Plan?

Why/Why not? Yes, it is consistent with the Comprehensive Plan.

The following roll call vote was taken: Yea: Hubbes, Kachinske, Johnson, Gothard, Goggin, MacGregor. Nay: None, passed unanimously.

Consider the election of Planning Commission Officer's-Chairperson and Vice Chairperson/Secretary.

Motion by Commissioner Johnson, second by Commissioner Kachinske to appoint Commissioner MacGregor as Chair. The following roll call vote was taken: Goggin, Gothard, Johnson, Kachinske, Hubbes, MacGregor. Nay: None, motion passed unanimously.

Motion by Commissioner Kachinske, second by Commissioner Johnson to appoint Commissioner Goggin as Vice Chair. The following roll call vote was taken: Yea: Hubbes, Kachinske, Johnson, Gothard, Goggin, MacGregor. Nay: None, passed unanimously.

Consider initiating the process to review and update/amend the text of several sections of the Zoning Ordinance.

Over the past year, staff has again accumulated a short list of sections within Article VI (Zoning) of Chapter 30 (Land Development of the Municipal Code that could use review, and if deemed necessary, new added text, updating due to inconsistencies, duplication, need of further clarification, or simply being outdated.

At this time, staff will provide an overview of the areas of the Zoning Ordinance suggested for review and examination. Additionally, we recommend the formation of a Planning Commission Sub-Committee (2-3 Commissioners) to work with staff to bring possible draft amendments to the full Planning Commission for consideration at a later date, and potentially the forwarding of a recommendation to the City Council for adoption.

Sections of Zoning Ordinance suggested for review and justification for consideration:

1. Sec. 30-596. Parking lot design and maintenance standards.

(Section establishes standards to promote the safe and efficient storage, circulation and channelization of motor vehicles development on-site.)

Subpart b(2)

a. #2 No closer than 25 feet to the nearest point of any street/alley intersection. (This measurement refers to distance between a private driveway entrance and the nearest street intersection).

**Amend to 50 feet and define where measurement is taken from (establish a definition intersection/point of measurement) per City Engineers recommendation and consistency with MnDot requirements.*

2. Section 30-512. Table of permitted uses.

(Section is a list of uses permitted by right (permitted uses), uses permitted with restrictions, and conditional uses, within the various zoning districts)

a. Add Salon/Barbershop use to permitted use table under "Retail" subheading.

** Amendment would create consistency with Sect. 30-628 which establishes off-street parking requirements that are unique to this use. Without a separately listed use in 30-512, the salon/barber shop use has thus far been classified as "general retail sales & services use".*

3. Section 30-482. Zoning districts map.

The location and boundaries of the districts established in section 30-481 are shown upon the official zoning map, together with all notations, references and other information shown thereon, and all amendments thereto, shall be as much a part of this division as if fully set forth and described in this section. The zoning map shall be kept on file in the office of the city administrator.

**Zoning map has historically been kept on file or displayed in the office of the "Zoning Administrator".*

4. Section 30-628. Minimum number.

(Section establishes a minimum numbers of off-street parking spaces to be provided and maintained for various identified uses)

**Review off-street parking requirements for Car Washes and the footnote establishing stacking spaces for the wash bays:*

a) 4 stacking spaces per manual self-serve bay; b) 12 stacking spaces per automatic bay; and c) 1 per 140 square

feet gross floor area of retail space. In addition, one detailing space shall be provided for each car wash bay of any type, plus one detail space for each vacuum machine if machines are not located within the stacking spaces. If machines are located within the stacking spaces, no additional detail space is required.

Staff, in discussions with various developers, has noted an opportunity to review and potentially modernize these requirements.

5. Consider the addition and establishment of a "Small Scale Agricultural" or "Farm Stand" use within the Rural Residential zoning district areas of town, as recommended by the 2020 Comprehensive Plan.

Upon establishment of a Subcommittee of Planning Commissioners to work with staff on exploring the proposed amendments, staff will begin gathering zoning information from other communities, as well as drafting text amendments as a starting point for discussions.

Commissioners Goggin, Hubbes and MacGregor volunteered to work with staff on the proposed updates.

Motion by Commissioner Johnson, second by Commissioner MacGregor to initiate the review and updating to the text of several sections of the Zoning Ordinance. The following roll call vote was taken: Goggin, Gothard, Johnson, Kachinske, Hubbes, MacGregor. Nay: None, motion passed unanimously.

Public Input

Adjourn

There being no further business the meeting adjourned at 4:55 p.m.