

**INVER GROVE HEIGHTS
PLANNING COMMISSION AGENDA**

**TUESDAY, OCTOBER 16, 2012 – 7:00 p.m.
City Council Chambers - 8150 Barbara Avenue**

- 1. CALL TO ORDER**
- 2. APPROVAL OF PLANNING COMMISSION MINUTES FOR OCTOBER 2, 2012.**
- 3. APPLICANT REQUESTS AND PUBLIC HEARINGS**

3.01 AT&T MOBILITY - CASE NO. 12-29CA

Consider tabling a **Conditional Use Permit Amendment** to expand the approved storage area to include the location of an additional equipment building at the existing tower site located at 8392 College Trail.

Planning Commission Action _____

3.02 CITY OF INVER GROVE HEIGHTS

Review of potential property acquisition at 8195 Babcock Trail for consistency with the Comprehensive Plan.

Planning Commission Action _____

3.03 CITY OF INVER GROVE HEIGHTS

Review of potential property acquisition at 6671 and 6685 Concord Boulevard for consistency with the Comprehensive Plan.

Planning Commission Action _____

4. OTHER BUSINESS

4.01 Termination of Agenda Packet Delivery

5. ADJOURN

PLANNING COMMISSION MINUTES - CITY OF INVER GROVE HEIGHTS

Tuesday, October 2, 2012 – 7:00 p.m.
City Hall Chambers - 8150 Barbara Avenue

Chair Bartholomew called the Planning Commission meeting to order at 7:00 p.m.

Commissioners Present: Tom Bartholomew
Armando Lissarrague
Paul Hark
Dennis Wippermann
Annette Maggi
Pat Simon
Tony Scales
Victoria Elsmore

Commissioners Absent: Harold Gooch

Others Present: Allan Hunting, City Planner

APPROVAL OF MINUTES

The minutes from the September 18, 2012 meeting were approved as submitted.

WIPAIRE, INC. – CASE NO. 12-27C

Reading of Notice

Commissioner Simon read the public hearing notice to consider the request for a conditional use permit to allow a manufacturing use within the I-1, Limited Industry Zoning District, consisting of manufacturing and assembly of parts for the aeronautic industry, for the property located at 6100 Claude Way. 6 notices were mailed.

Presentation of Request

Allan Hunting, City Planner, explained the request as detailed in the report. He advised that the applicant is proposing to lease approximately 22,000 square feet of an existing building in the Southeast Metro Industrial Park on Claude Way. The applicant intends to use the space for aviation product manufacturing/assembly and inventory storage. There will be no outdoor storage. Staff recommends approval of the request with the conditions listed in the report.

Chair Bartholomew asked if staff heard from any of the neighbors.

Mr. Hunting replied they had not.

Commissioner Wippermann asked if outdoor storage was permitted in this zoning district.

Mr. Hunting replied it was allowed by conditional use permit.

Commissioner Wippermann asked if a condition should be added prohibiting outdoor storage.

Mr. Hunting replied it was not necessary as the applicants would have to come back and request a conditional use permit if at some point in time they wished to add outdoor storage.

Opening of Public Hearing

Pat Garfield, Vice President of Operations for Wipaire, 6 Hackberry Lane, North Oaks, advised that

he was available for any questions.

Chair Bartholomew asked if the applicant was agreeable with the conditions listed in the report.

Mr. Garfield replied in the affirmative.

Chair Bartholomew asked if a staff increase was anticipated.

Mr. Garfield replied it was not. He explained they would be transferring their current operation from a hangar on Fleming Field to the proposed location, and would then convert the existing hangar space to aircraft service and repair.

Commissioner Simon asked if a change was being made to the site as there were two existing drive-up ramps on the north side of the building; however, only one was shown on the site plan.

Mr. Garfield replied no changes were proposed for the two drive-up ramps. He stated they did not anticipate using them; however, other than to occasionally bring in equipment.

Commissioner Maggi asked for clarification regarding disposal of materials in regard to the primer painting that would be done on site.

Mr. Garfield advised they use a filtering system to capture overspray from the painting process. Those filters would be routinely loaded into a drum and disposed of appropriately.

Planning Commission Discussion

Chair Bartholomew stated he supported the request.

Chuck Wiplinger, President of Wipaire, arrived but stated he did not have any comments.

Planning Commission Recommendation

Motion by Commissioner Wippermann, second by Commissioner Maggi, to approve the request for a conditional use permit to allow a manufacturing use within the I-1, Limited Industry Zoning District, consisting of manufacturing and assembly of parts for the aeronautic industry, with the three conditions listed in the report, for the property located at 6100 Claude Way.

Motion carried (8/0). This item goes to the City Council on October 8, 2012.

OTHER BUSINESS

Commissioner Simon noted that the Commission's first meeting in November fell on Election Day.

The Planning Commission agreed to change their November 6 meeting to Wednesday, November 7, 2012.

ADJOURNMENT

Chair Bartholomew adjourned the meeting at 7:12 p.m.

Respectfully submitted,

Kim Fox
Recording Secretary

MEMO
CITY OF INVER GROVE HEIGHTS

TO: Planning Commission

FROM: Heather Botten, Associate Planner

DATE: October 11, 2012

SUBJECT: AT&T Mobility – Case No. 12-29CA

This item is tabled until the November 7, 2012 Planning Commission meeting in order for the leasing agent (American Tower) to obtain the property owners signature to move forward with the application.

**PLANNING REPORT
CITY OF INVER GROVE HEIGHTS**

REPORT DATE: October 11, 2012

CASE NO:

HEARING DATE: October 16, 2012

APPLICANT: City of Inver Grove Heights

PROPERTY OWNER: Premier Bank

REQUEST: Review Potential Property Acquisition for Consistency with the Comprehensive Plan

LOCATION: 8195 Babcock Trail

COMPREHENSIVE PLAN: Industrial Office Park

ZONING: A, Agricultural

REVIEWING DIVISIONS: Planning
City Attorney's Office

PREPARED BY: Thomas J. Link
Comm. Dev. Dir. 

BACKGROUND

Premier Bank acquired the single-family residential property at 8195 Babcock Trail through foreclosure. Last year they put the property on the market and the City responded with an offer to acquire it. The Inver Grove Heights Economic Development Authority (EDA) will be considering the acquisition at their next regularly scheduled meeting on November 5. The Planning Commission is to consider making a recommendation on the consistency of the acquisition with the Comprehensive Plan.

EVALUATION OF THE REQUEST

In accordance with Minnesota Statutes, the Planning Commission must review the municipal acquisition and sale of properties for consistency with the Comprehensive Plan. Specifically, State Statute Chapter 462.356, Subd. 2, states "no publicly owned interest in real property within the municipality shall be acquired or disposed of...until after the planning agency (Planning Commission) has reviewed the proposed acquisition or disposal...and reported its findings as to the compliance of the proposed acquisition or disposal with the Comprehensive municipal plan."

The Comprehensive Plan has several statements attesting to the importance of economic development and the role of the Economic Development Authority (EDA). For example, it states that:

"A strong economic development program must include an integrated planning environment that focuses on improving Inver Grove Heights' overall quality of life,

attracting a diverse and ample labor force, and providing the services and amenities that businesses, employers and employees look for when deciding to locate in a community.”

The Comprehensive Plan designates the property at 8195 Babcock Trail and the surrounding area as Industrial Office Park. The Comprehensive Plan states that:

“Industrial Office Park includes lots or parcels containing warehousing, storage and light industrial uses with associated office functions. Industrial office park developments are usually designed in a unified manner and feature landscaped open space areas and roadway edges, consistent lighting, and entry monumentation. The future land use plan identifies a number of industrial office park parcels along Highway 55 and 55/52.”

The residence at 8195 Babcock is located on the edge of one of the better sites in Inver Grove Heights for industrial office park development. The area provides excellent opportunities for the City to improve its tax base and employment by creating and growing industrial businesses. Conversely, leaving a single-family residence on this property would lessen the attractiveness of the area for industrial office park development because of conflicting land uses. As the City has experienced, single family residences adjacent to industrial uses frequently create problems with traffic generation, heavy truck traffic, hours of operation, lighting, noise, and general nuisances.

The acquisition of 8195 Babcock Trail, therefore, would be consistent with the Comprehensive Plan. More specifically, the acquisition would align with the City’s general economic development goals and be consistent with the City’s land use designation of industrial office park.

ALTERNATIVES

The Planning Commission has the following actions available for the request:

- A. **Approval**. If the Planning Commission finds the request acceptable, it should recommend that the acquisition of the properties by the Inver Grove Heights EDA is in compliance with the Comprehensive Plan.
- B. **Denial**. If the Planning Commission does not find the proposed acquisitions consistent with the Comprehensive Plan, it should recommend denial with findings provided to support that denial.

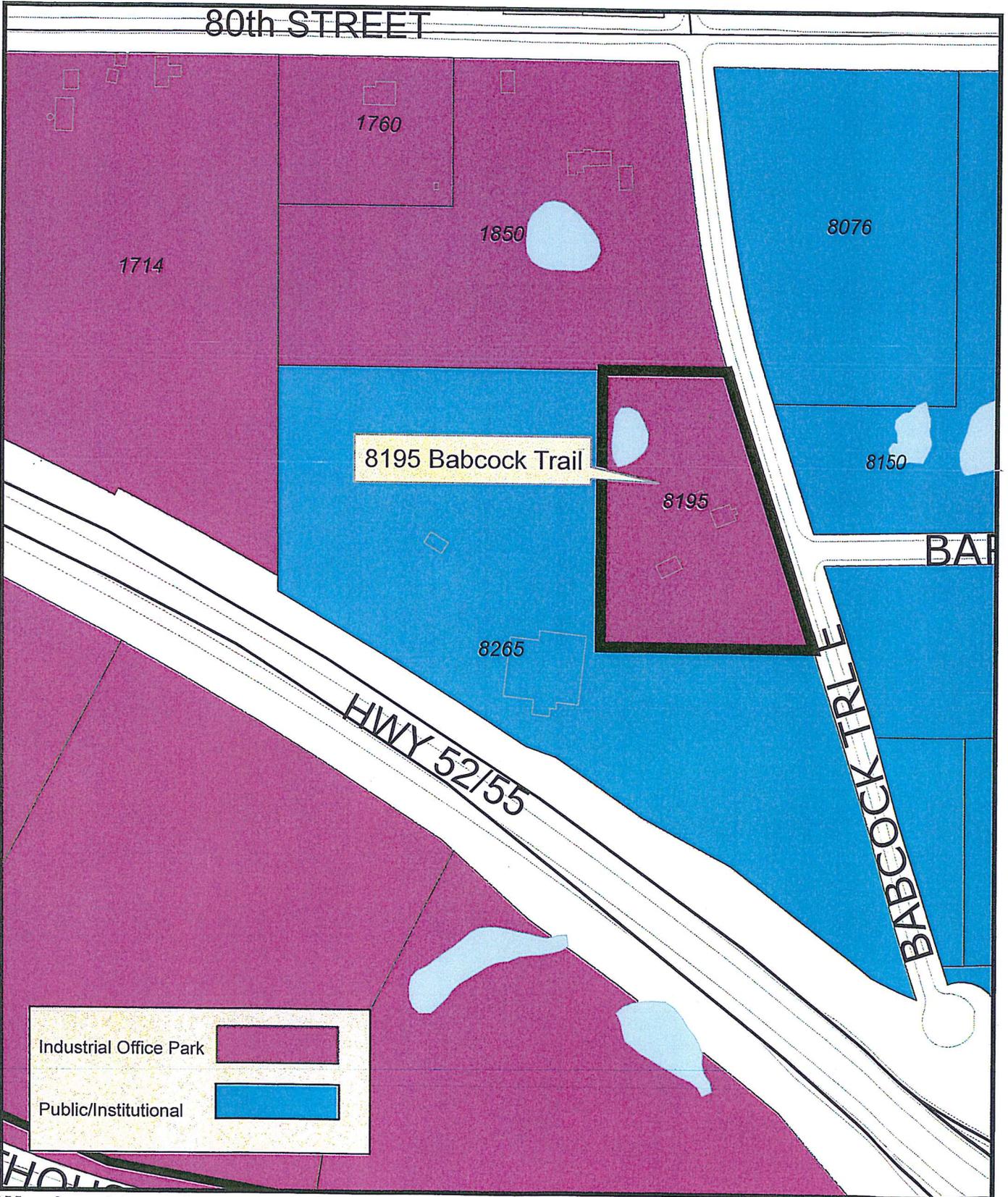
RECOMMENDATION

Staff recommends approval of the request to find the acquisition of the property at 8195 Babcock Trail consistent with the Inver Grove Heights Comprehensive Plan.

Enclosure: Comprehensive Plan Map



Location Map 8195 Babcock Trail



*Map is not to scale

P L A N N I N G R E P O R T
C I T Y O F I N V E R G R O V E H E I G H T S

REPORT DATE: October 11, 2012

CASE NO:

HEARING DATE: October 16, 2012

APPLICANT: City of Inver Grove Heights

PROPERTY OWNER: Bich-Lieu Trieu and Daniel Treu

REQUEST: Review Potential Property Acquisition for Consistency with the Comprehensive Plan

LOCATION: 6671 and 6685 Concord Boulevard

COMPREHENSIVE PLAN: Mixed Use/High Density Residential

ZONING: A, Agriculture

REVIEWING DIVISIONS: Planning
City Attorney's Office

PREPARED BY: Thomas J. Link
Comm. Dev. Dir. 

BACKGROUND

Bich-Lieu Trieu, owner of 6671 Concord Boulevard, and Daniel Treu, owner of property at 6685 Concord Boulevard, approached the City and expressed an interest in selling their single-family residential properties. The Inver Grove Heights Economic Development Authority (EDA) will be considering the acquisitions at their next regularly scheduled meeting on November 5. The Planning Commission is to consider making a recommendation on the consistency of the acquisitions with the Comprehensive Plan.

EVALUATION OF THE REQUEST

In accordance with Minnesota Statutes, the Planning Commission must review the municipal acquisition and sale of properties for consistency with the Comprehensive Plan. Specifically, State Statute Chapter 462.356, Subd. 2, states "no publicly owned interest in real property within the municipality shall be acquired or disposed of...until after the planning agency (Planning Commission) has reviewed the proposed acquisition or disposal...and reported its findings as to the compliance of the proposed acquisition or disposal with the Comprehensive municipal plan."

The Comprehensive Plan has several statements attesting to the importance of economic development and the role of the Economic Development Authority (EDA). One of the City's major economic development activities is the redevelopment of the Concord Boulevard

Neighborhood. The City's redevelopment efforts date back to 1998 when the City Council adopted the Concord Neighborhood Plan. This neighborhood plan is reflected in the current Comprehensive Plan which states:

"Redevelopment of the Concord Boulevard corridor is an important future improvement that will support the significant investment in Heritage Park and the reconstruction of Concord Boulevard and provide an important critical mass that helps sustain commercial development in Inver Grove Heights. Future redevelopment will also take advantage of the Mississippi River Regional Trail Corridor connecting Inver Grove Heights with regional destinations."

The two properties which the EDA is considering acquiring are located in the Concord Boulevard Neighborhood. The Comprehensive Plan designates them as Mixed Use. The Comprehensive Plan describes Mixed Use as:

"A mix of retail and service commercial, office, institutional, higher density residential, public uses and/or park and recreation uses, organized in a pedestrian friendly environment."

The Plan goes on to say that Mixed Use in the Concord Boulevard Neighborhood should:

"Encourage or facilitate redevelopment and reinvestment along the corridor in a way that helps traffic flow by controlling access, encourages an attractive street frontage as a gateway corridor to the city, and allows flexibility in the use of lands along the corridor as business or residential uses."

As stipulated in the Comprehensive Plan, the City is in the process of updating the Concord Boulevard Neighborhood Plan. It has refined the neighborhood land use plan and identified specific sites on which the City will focus its redevelopment activities. The City is in the process of concluding its planning effort by conducting developer roundtables, preparing site design guidelines, analyzing financial feasibility, developing implementation strategies, and identifying the City's roles with redevelopment.

The properties at 6671 and 6685 Concord Boulevard lie in one of the four sites identified by the City for redevelopment effort. The refined land use plan designates the two properties as High Density Residential. This land use designation is intended to accommodate multi-family housing at densities exceeding 12 units per acre and would include uses such as apartments and condominium buildings for either general occupancy or senior housing. Adjacent parcels to the north are designated as Medium Density Residential and Neighborhood Commercial uses. To the south, the City acquired two residential properties many years ago in anticipation of redevelopment.

The acquisition of these two properties, therefore, would be consistent with the Comprehensive Plan. The acquisitions from willing sellers would align with the City's general economic development goals, the redevelopment plans of the Concord Neighborhood, and the ongoing planning efforts to update the Concord Neighborhood Plan.

The properties lie in one of the areas selected by the City Council for redevelopment efforts. The acquisitions would eventually lead to redevelopment as high density residential, per the updated Concord Neighborhood Plan.

ALTERNATIVES

The Planning Commission has the following actions available for the request:

- A. **Approval**. If the Planning Commission finds the request acceptable, it should recommend that the acquisition of the properties by the Inver Grove Heights EDA is in compliance with the Comprehensive Plan.

- B. **Denial**. If the Planning Commission does not find the proposed acquisitions consistent with the Comprehensive Plan, it should recommend denial with findings provided to support that denial.

RECOMMENDATION

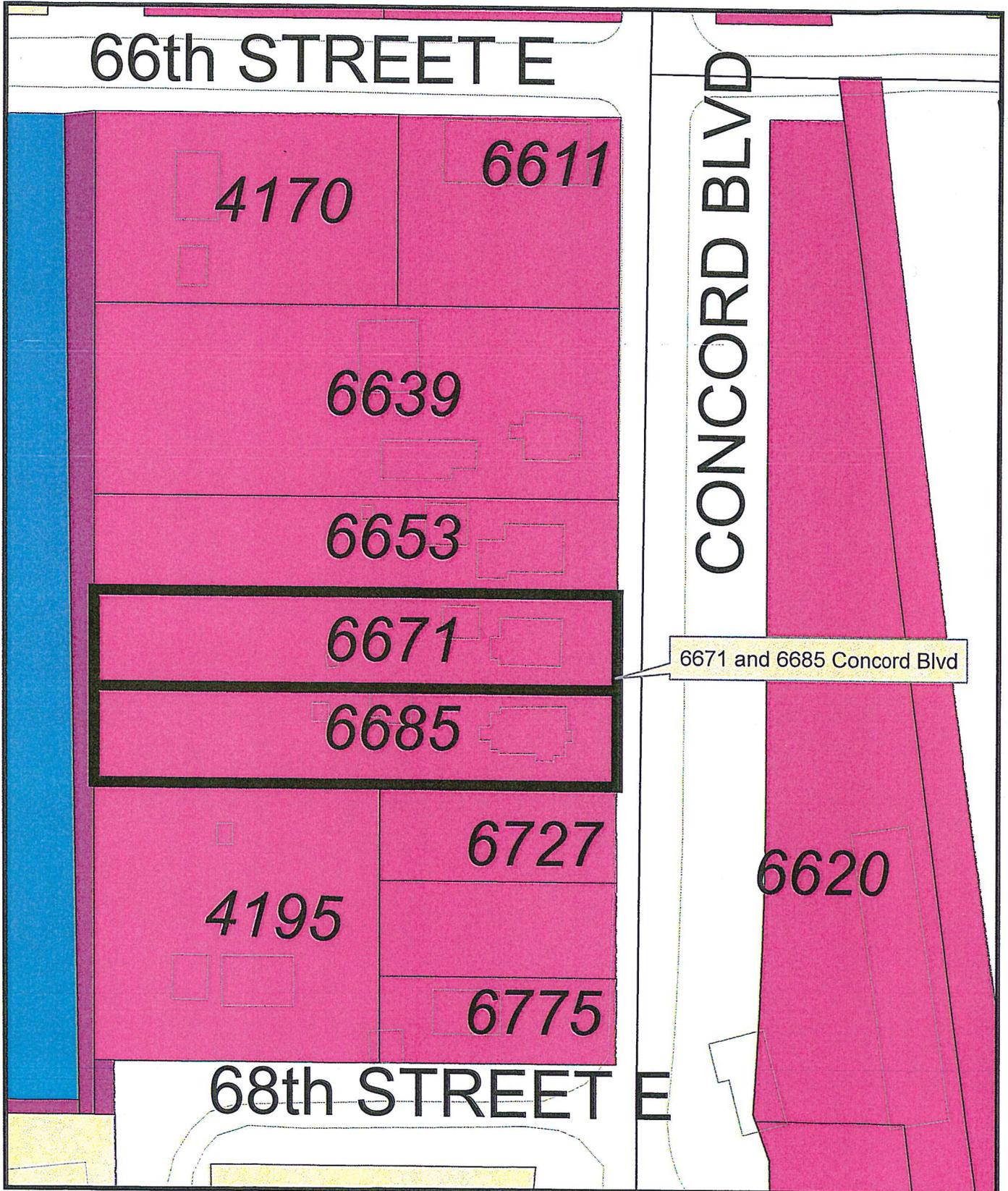
Staff recommends approval of the request to find the acquisition of the properties at 6671 and 6685 Concord Boulevard consistent with the Inver Grove Heights Comprehensive Plan.

Enc: Comprehensive Plan Map
Excerpts from Draft Concord Plan Map



Location Map

6671 and 6685 Concord Boulevard



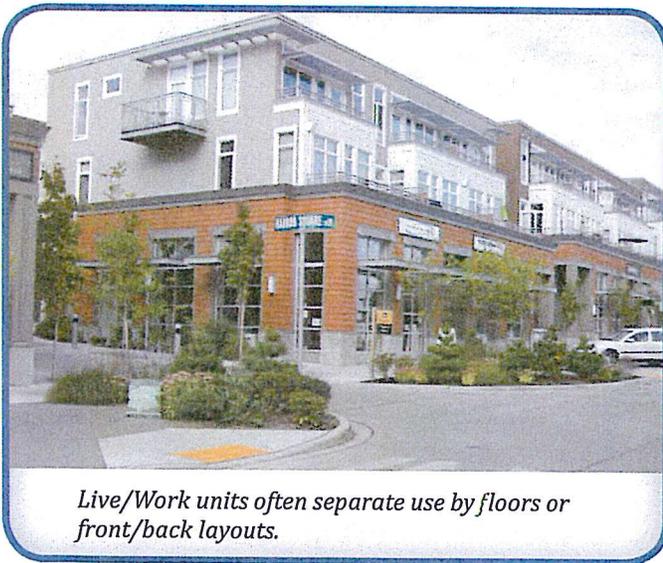
*Map is not to scale

PREFERRED MASTER PLAN

and introduce new business. The narrow parcels make large scale developments difficult in this location, but aesthetic upgrades and a move to uses with less outside storage and less truck traffic over time is envisioned.

LIVE / WORK:

Also along the east side of Concord Boulevard between 63rd Street and Upper 61st Street, the depth of the lots between Concord Boulevard and the railroad right-of-way widens. This presents an opportunity for a new type of use that could offer the opportunity for people to work where they live. This is an expansion and refinement of a home office, workshop, or studio idea. It would suggest a street level office, show room or retail front with a living or housing unit above or in the back. Envisioned uses include a bike shop, artist studio, arts/craft maker, or professional office/studio. The live/work concept is one that will take time to mature and will require an innovative approach to redevelopment. Examples of this arrangement are becoming more prevalent as developers look to reuse older buildings and redevelop underutilized sites.



Live/Work units often separate use by floors or front/back layouts.

66TH & CONCORD:

COMMERCIAL AND RETAIL SERVICES:

The area along Concord Boulevard generally between Delilah Avenue and 68th Street presents the greatest opportunity for commercial land uses that are more goods oriented along with restaurants, bars and professional services. The plan calls for clustering these types of uses closely together, creating a longer term opportunity for uses to share parking in more of a district parking approach. By clustering uses closer together, a stronger retail environment is created. The retail uses are envisioned as free standing commercial uses or potentially multi-tenant structures. The area between 65th Street and 66th Street also is important as a gateway into the water front district and Heritage Village Park. A strong retail presence at this node will be important as a signature icon to the district.

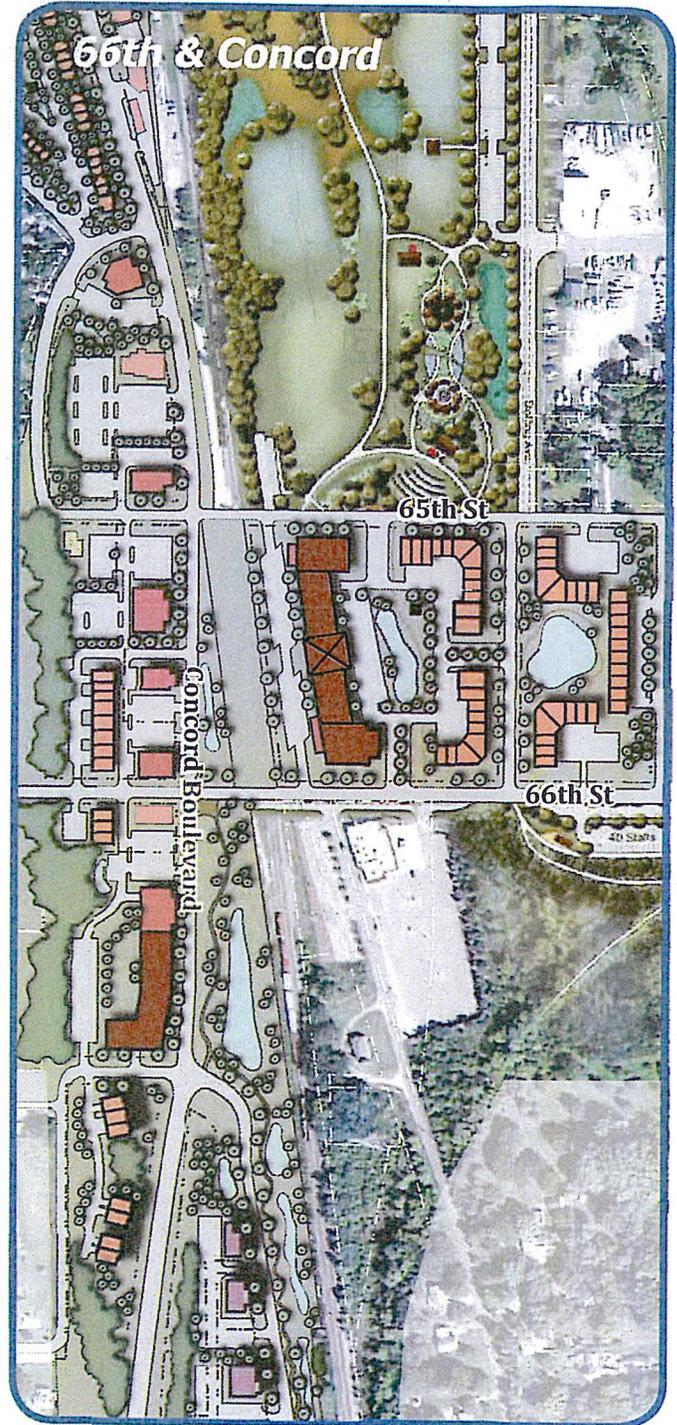
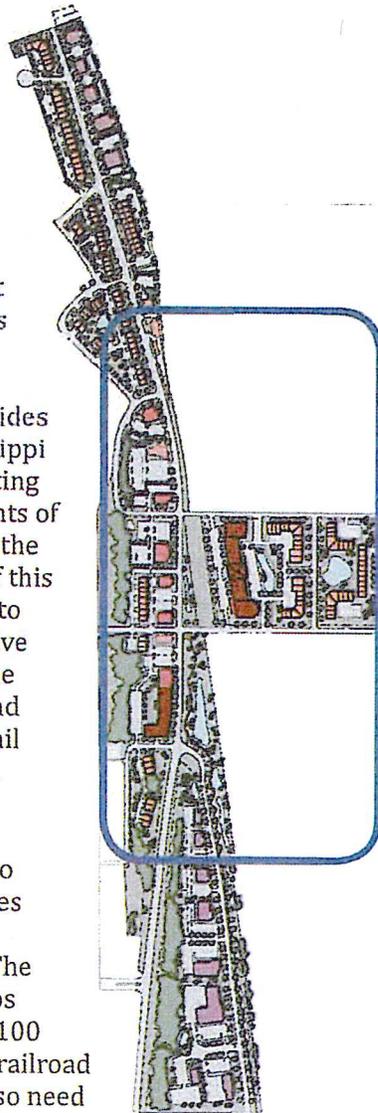
MIXED USE AND HIGH DENSITY RESIDENTIAL AT 68TH STREET:

At the 68th Street node, an opportunity exists to redevelop vacant lots and to work with the site to create a high density development use. Such a use could benefit by close proximity to future commercial retail and services in the district and could contribute to increasing the market place for transit service. However, by itself it most likely would not be enough to warrant a bus route along Concord. The building could include ground level retail or professional offices fronting on Concord with residential components on upper levels or on the back side towards the bluff. The site could work with the topography of the area and potentially add structured parking.

PREFERRED MASTER PLAN

THE MISSISSIPPI RIVER GATEWAY

Probably the most notable area of change presented in the master plan is the area east of the Railroad tracks between 65th Street and 66th Street. This site is currently envisioned as part of the future Heritage Village Park. The site is currently used by a waste hauler and implementation of the Park Master Plan would require acquisition of this parcel. The Park master plan envisions a highly programmed entrance and park focal point on this site. This plan suggests a different direction. One that seeks to introduce housing, retail and services with an orientation that provides a gateway to the Mississippi River along 66th. By shifting the programmed elements of Heritage Village Park to the north, redevelopment of this site could also orient onto the park creating an active multi-use frontage on the park. The envisioned land uses include limited retail and service commercial, higher density housing in a 3 or 4 story structure transitioning to lower density townhomes or rowhouses as you move toward the river. The illustrative concept keeps development out of the 100 year flood plain. Future railroad improvements would also need to be investigated to explore quiet zone improvements to further make the site attractive for residential uses.

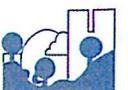


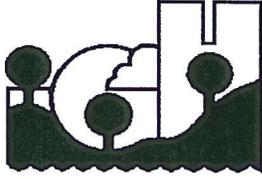
INVER GROVE HEIGHTS

CONCORD BOULEVARD NEIGHBORHOOD PLAN

INVER GROVE HEIGHTS

CONCORD BOULEVARD NEIGHBORHOOD PLAN





CITY OF INVER GROVE HEIGHTS

MEMORANDUM

TO: Advisory Commission Members

FROM: Joe Lynch, City Administrator

SUBJECT: Termination of Agenda Packet Delivery

DATE: October 4, 2012

In an effort to reduce rising costs related to staff time, vehicle use and fuel consumption Staff will recommend to the City Council that effective January 1, 2013 Advisory Commission Agenda Packets will no longer be hand delivered.

I hope that you can understand in these times of trying to do more with less, staff is examining every activity we perform with the greatest scrutiny. We understand and greatly appreciate the value of the time and effort Commission members put into preparing themselves fully for each meeting and I hope that we've made this move as convenient as possible to continue that practice.

As a Commission member, you will have the choice of requesting a paper agenda packet that can be picked up at City Hall during regular business hours, or you can access the agenda packet via the City's web site.

All packets are posted to the City's web site no later than the end of the work day on the Friday preceding the Commission meeting. Each of the Commission's staff liaisons will email the link to the packet to the Commission. Commission members can choose to print the agenda packet (or portions of) at your own expense.

There are technologies that will allow you to download the agenda packets on your mobile device should you choose, but the City will not provide the technological support or the hardware for Advisory Commission members if they should choose this method.

Please let your staff liaison know which method you choose to continue to receive your agenda packet after January 1, 2013.

If you should have any questions or concerns, please feel free to let me know.