CITY OF SAINT PETER
AGENDA AND NOTICE OF REGULAR MEETING
PLANNING & ZONING COMMISSION
Thursday, March 3, 2022 at 5:30 p.m.
Governors Room – Saint Peter Community Center

I. Call to Order

II. Approval of Agenda

III. Approval of Minutes
   A. February 3, 2022

IV. Old Business

V. New Business
   A. Hunt Plumbing & Drain (825 North Minnesota Avenue) – Construction Sales & Services – Conditional Use Permit

VI. Reports
   A. St. Peter Fire Station - CUP
   B. Hallet Pond Second Addition

VII. Adjourn

Russ Wille
Community Development Director
The February 3, 2022 meeting of the Saint Peter Planning and Zoning Commission was called to order at 5:30 pm by Community Development Director Russ Wille.

Commission members Andrew Davis, Ben Ranft, Brad DeVos, Scott Fichtner and Mark Plotz were in attendance. City staff present were Wille, City Administrator Todd Prafke, Public Works Director Pete Moulton, and Administrative Secretary Cindy Moulton. Visitors present included Bart Weelborg, applicant, and Nate Myhra, Survey Project Manager of Bolton & Menk.

Oath of Office

Wille administered the Oath of Office to new member Mark Plotz.

Approval of Agenda

A motion was made by Ranft, seconded by Davis to approve the agenda as submitted. With all members voting aye, the motion carried.

Election of Officers

A motion was made by Fichtner, seconded by Ranft to nominate Davis as Chairperson. With the lack of additional nominations, all members voting aye, the motion carried.

A motion was made by DeVos, seconded by Plotz to nominate Fichtner as Vice Chairperson. With the lack of additional nominations, all members voting aye, the motion carried.

Approval of Meeting Minutes

A motion was made by Fichtner, seconded by DeVos to approve the minutes of the December 2, 2021 meeting. All members voting aye, the minutes were approved as submitted.

Public Hearing - Hallet Pond Second Addition – Preliminary Plat

The Ruth Ann Weelborg Trust has purchased 5.42 acres from Northern Con Agg. The land is bound by Hallet’s Pond by the west and St. Julien Street to the North. They are seeking to plat a second portion of the property to accommodate additional commercial development.

Wille stated that the Preliminary Plat of the second addition shows that a portion of existing Outlot B would be re-platted as a single block and parcel. The plat indicates that Lot 1, Block 1, Hallet Pond Second Addition would contain 1.94 acres of land which would meet the regulations of the code as to minimum lot width and area.

Wille indicated that the balance of the land would be platted as an Outlot and would be marketed for future commercial development. Upon the sale, any Outlot would need to be platted prior to its development.
Wille noted that in 2023, the City intends to construct a roundabout at the intersection of Old Minnesota Avenue and St. Julien Street. At that time, underground sanitary sewer and water systems serving the vicinity will be replaced. Until such time the improvements are made, the property will be serviced by a sanitary sewer holding tank. Once the project is complete, the property will be connected to the new utility infrastructure.

DeVos stated that he is in favor of the development however he asked if there were plans to install a privacy fence to screen the property from public view.

Wille stated that a fence could be included as a conditional use.

Myhra indicated there will not be any parking lot connectivity from Hy-Vee to the Weelborg property. As a development would occur to the north of the site, Weelborg can provide for parking lot connectivity.

Davis opened the public hearing at 5:46 pm.

Wille read aloud written correspondence submitted by Trudi Olmanson, 302 St. Julien, which addressed her concerns with the development. She questioned if there was going to be any kind of barrier or privacy fence and asked if there is a plan to mitigate light pollution.

Wille stated that dark sky compliant lighting is used to deter light pollution

Weelborg assured that brick will encompass the dumpster.

Plotz asked if there is going to be an extension of the sidewalk.

Wille stated that once the building is constructed, the sidewalk will extend to the north of the developed property.

Davis closed the public hearing at 5:50 pm.

**Hallett Pond Second Addition – Preliminary Plat**

A motion was made by DeVos, seconded by Ranft to introduce Resolution No. 2022-01 entitled, “Resolution Recommending Approval Of The Preliminary Plat Of Hallett Pond Second Addition”. All members voting aye, the Resolution was passed and adopted.

**Hallett Pond Second Addition – Final Plat**

A motion was made by Fichtner, seconded by Ranft to introduce Resolution No. 2022-02 entitled, “Resolution Recommending Approval Of The Final Plat Of Hallett Pond Second Addition”. All members voting aye, the Resolution was passed and adopted.

**St. Peter Fire Station (602 Sunrise Drive) Conditional Use Permit**

Wille stated that a new fire station will be constructed at the northwest corner of the intersection of Broadway Avenue and Sunrise Drive. The City is requesting the approval of a Conditional Use Permit and has submitted the appropriate application.
The property is currently zoned (C-5) Business/Professional Office. Wille stated that a fire station would be considered "Safety Services" according to the zoning ordinance. He said that Safety Services may be allowed in the C-5 zoning district as a Conditional Use.

He stated that the City Council has been working with 5 Bugles Design and Bolton and Menk in regards to the design and construction of the fire station. 5 Bugles Design and Bolton and Menk have prepared a site plan, grading plan and utility plan for review.

Wille indicated that the Zoning Ordinance provides seventeen (17) standards which must be considered for each proposed Conditional Use Permit. In reviewing those standards he indicated that he did not see any conflicts or difficulties created by the fire station construction and recommended approval.

Prakke enlightened the Commission as to the use of the fire station. He indicated that it will not include living quarters because the fire fighters are volunteers. The station will be used intermittently for fire department meetings and training, but will not be available for use by the general public.

Davis asked if there are plans to install a roundabout at the intersection to lessen traffic.

Wille said the roundabout is slated for the summer of 2022.

Prakke added that property has been acquired for the construction of a roundabout at the intersection. Should additional property be needed for construction, the City may have to acquire additional property from the school.

It was also asked if the trail on the western side of Broadway would be affected.

If a roundabout is constructed, there may be a change in the trail.

Plotz asked if the firefighters are in favor of the roundabout.

Prakke stated that the roundabout is a safer option than stop lights as it allows for a smoother transition for trucks.

Fichtner questioned if the engineers have looked at traffic flow with ingress and egress.

Prakke said the entrances are appropriately sized for right and left hand turns.

Ranft asked if there has been any consideration placing flashing signs at the intersection when the emergency vehicles are going on a call.

DeVos asked if there would be signage on the trail for pedestrians.

Pete Moulton indicated that when the roundabout is constructed, the City Engineer will investigate and propose the appropriate safety measures. He added that the foot traffic is of the greatest concern.

Plotz asked if there is a plan for noise abatement.
Wille said that because the noise would be intermittent, he did not anticipate that it would be an issue.

A motion was made by DeVos, seconded by Ranft to introduce Resolution No. 2022-03 entitled, "Resolution Recommending The Approval Of A Conditional Use Permit Application Submitted By The City Of Saint Peter, Minnesota To Allow For The Establishment Of A Safety Services (Fire Station) Use Upon Lot 1, Block 1, Hilltop Additional (602Sunrise Drive)". All members voting aye, the Resolution was passed and adopted.

Reports

**Traverse Green Apartments** – Wille reported that Traverse Green Apartments started renting units in December 2021. Of the 67 units, 48 are occupied.

**Planning & Zoning Vacancies** - There are 2 vacancies on the Planning and Zoning Commission. Prafke stated that if anyone knows of an individual that is interested in serving on the Commission, to direct them to the City Administrators office as there is a process that needs to be followed in order to become a member.

Adjournment

With no further business, a motion was made by DeVos, seconded by Fichtner to adjourn. All members voting aye, the meeting adjourned at approximately 6:26 pm.
Memorandum

To: Planning Commission                                      Date: February 25, 2022

From: Russ Wille, Community Development Director


ACTION / RECOMMENDATION

Adopt the attached resolution recommending that the Board of Zoning Appeals grant a Conditional Use Permit (CUP) to Hunt Plumbing & Drain to establish a Construction Sales & Services (Plumbing Contractor Shop) at 825 North Minnesota Avenue.

BACKGROUND

Community Bank owns the former Car Wash / Oil Change building at 825 North Minnesota Avenue. Community Bank is contemplating the sale of the property to Hunt Plumbing & Drain which would propose to use the site as a plumbing contractor’s shop and office. The sale is contingent upon the approval of a Conditional Use Permit.

Community Bank has provided written correspondence authorizing Joe Hunt to make application for the Conditional Use Permit, a copy of which is included in this agenda packet.

The property in question is irregularly (triangle) shaped and contains 56,628 square feet or 1.3 acres of land (see map). The property is zoned (C-4) Highway Service Commercial and is also subject to the regulations of the (GO) Gateway Overlay district.

A plumbing contractor’s shop / office would be considered to be a Construction Sale & Services use classification. Such a use may be established in the C-4 zoning district as a Conditional Use.

The property has two vehicular access / egress points on the North Minnesota Avenue (Highway 169) right-of-way. The north entrance provides access to southbound 169 traffic and is shared with the City of Saint Peter’s North Lift Station.

If the CUP is granted, Mr. Hunt would propose to repurpose the entire building. The three north car wash bays would be used for vehicular and materials indoor storage. New insulated overhead doors would be installed to enhance the energy efficiency of the structure.

The two south oil change bays would be converted into an office / storage use. The overhead doors would be removed and the voids filled with block. The entire exterior would
then be painted a "battleship grey" color. The roof would be repainted blue and the
appropriate business signage installed on the Minnesota Avenue and north roofline.

All building alterations will be undertaken as per the regulations contained in the applicable
building code. The Building Official's office will provide for review of the building permit and
on-site inspections of the building renovations.

To enclose any outside storage of materials, a new fence would be proposed to be
constructed and installed to the rear of the property. Gates to access the fenced off areas
would be established on both the north and south side of the building.

Given that the property is located within the (G-O) Gateway Overlay district and is changing
use classification from an Auto Washing / Service Station use to a Construction Sales &
Services use, certain alterations would be necessary to come into compliance with the
regulations of the GO district.

If the CUP is issued, Mr. Hunt would need to install a minimum amount of landscaping
between the North Minnesota Avenue sidewalk and the parking lot on the property to come
in to compliance with the GO regulations.

In Section 24-643, the Zoning Ordinance provides seventeen (17) standards which must be
considered for each proposed Conditional Use Permit. I have included a copy of the
standards for your review and consideration.

As I have reviewed the Hunt Plumbing & Drain plans relative to the seventeen standards for
a Conditional Use Permit, I do not see any inherent conflicts or difficulties created by the
establishment of a Construction Sales & Services use at 825 North Minnesota Avenue.
City of St. Peter Zoning Application

STREET LOCATION OF PROPERTY (address) 825 N. Minnesota Ave.

PROPERTY OWNER
Name Community Bank Phone # 625-1551
Address 951 Madison Ave., Mankato

APPLICANT (If different from Owner)
Name Joe Hunt dba Hunt Plumbing Phone # 612-655-6615
Address 45994 Shanaska Creek Rd., St. Peter, MN 56082

Type of Request:
( ) Rezoning ( ) Annexation ( ) Vacate Public Ways
( ) Conditional Use ( ) Number of Lots ( ) Other
( ) Application for Subdivision

Description of Request:
Establish "Construction Sales & Services" as a conditional use e 825 N. Minnesota Ave.

Please attach a photo of the property in question and a site plan with dimensions. Application is not considered complete until fee is received.

Applicant Signature ___________________________ Date 02/16/2022

****************************************************************************** TO BE FILLED IN BY CITY OFFICIAL******************************************************************************

Petition received with fee $ 400.00 on 02/16/2022 by QW

Action of Variance Board (if request is for Variance) ___________________________ Date 03/17/2022

Action of Planning Commission ___________________________ Date 03/03/2022

Action of City Council N/A ___________________________ Date N/A

Fee $ 400.00 Receipt Number #00529657 Date 02/16/2022
2/16/2022

Russ Wille
Community Development Director
City of St. Peter
227 South Front Street
Saint Peter, MN 56082

Russ Wille,

Community Bank Mankato is hereby granting permission to Joe Hunt to pursue attaining a conditional use permit on the property located at 825 Minnesota Avenue in St. Peter.

Please let me know if you have any questions regarding this approval.

Thank you.

[Signature]

Eric Boelter
Branch Manager/Vice President
Community Bank Mankato
507-385-2881
eric.boelter@cbfg.net
Fax (507) 625-1269
To Whom It May Concern,

Hunt Plumbing & Drain is in the process of purchasing the commercial address 825 N. Minnesota Ave, Saint Peter, MN, 56082. Previously known as a Car Wash/Quick Lube.

Hunt Plumbing & Drain's intentions with said address and building are to convert the property into a service plumbing shop and office spaces (classified as construction sales and services). Things our business does.

- Plumbers will arrive at the property to transfer into their service vans in the morning and back later in the day to transfer back into their personal vehicles. Our normal hours of operation are 8:00 AM to 5:00 PM, Monday through Friday and 24/7 for emergency calls.
- Office personnel will have space inside the building.
- There is the possibility of a small display on the inside front office for walk in customers.
- Trailers and other misc. equipment will be hidden behind the property.
- Service vans and truck will sometimes be parked neatly outside of the fenced area.

We are looking to install new insulated overhead doors for the shop area. Block up the front side, south of the building and install windows for office spaces. Paint the block siding grey and change the color of the roof area blue with new signage. Finally, install fencing in the back area for contained storage and security, meeting all 17 Sec. 24-643 standards.

Hunt Plumbing & Drain will bring reliable plumbing and drain cleaning services for Saint Peter and surrounding area residents. It is our goal to grow with the City of Saint Peter in the years to come.

Sincerely,

Joseph Hunt
Owner
825 N Minnesota Ave, St. Peter, MN 56082

Before

After
825 N Minnesota Ave, St. Peter, MN 56082

* Line marked in red will be a fenced in area

* Line marked in yellow will be a gate
Sec. 24-643. - Standards.

No conditional use permit shall be granted by the Board of Appeals and Adjustments unless the Board shall find each of the following to be present:

1. The establishment, maintenance or operation of the conditional use will not be detrimental to or endanger the public health, safety, comfort or general welfare of the community.

2. The conditional use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purpose already permitted, nor substantially diminish and impair property values within the neighborhood.

3. In the case of existing relocated single-family dwellings, that the proposed use aesthetically blends in with the neighboring, existing permitted uses and special attention be given to the architectural style, scale and quality of construction of the proposed use.

4. The establishment of the conditional use will not impede the normal and orderly development of improvements to the surrounding property for uses permitted in the district.

5. Adequate utilities, access roads, drainage, parking or other necessary facilities have been or will be provided.

6. Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.

7. The use shall not include any activity involving the use or storage of flammable or explosive material unless protected by adequate firefighting and fire suppression equipment and by such safety devices as are normally used in handling of any such material.

8. The use shall not include noise which is objectionable due to volume, frequency, pitch or beat unless muffled or otherwise controlled.

9. The use shall not include vibration which is discernible without instrumentation on any adjoining parcel or property.

10. The use shall not involve any malodorous gas or matter which is discernable on any adjoining property.

11. The use shall not involve any pollution of the air by fly ash, dust, vapors or other substance which is harmful to health, animals, vegetation or other property or which causes soiling, discomfort or irritation.

12. The use shall not involve any direct or reflective glare which is visible from any adjoining property or from any public street, road or highway.

13. The use shall not involve any activity substantially increasing the movement of traffic on public streets unless procedures are instituted to limit traffic hazards and congestion.

14. The use shall not involve any activity substantially increasing the burden on any essential utility system or facilities unless provisions are made for any necessary adjustments.

15. The use shall not interfere with the use or enjoyment of neighboring permitted uses. If such interference is found, provisions must be made for increased setbacks from property lines or screening of incompatible uses by the use of fences, berms or hedges.

16. The ground coverage shall be such that no additional dust or stormwater runoff is generated by the conditional use.

17. The use shall not create a hazard to vehicular or pedestrian traffic. If any such hazard is determined, provisions must be made to increase the required setback in regard to open air storage.

(Ord. No. 394(2nd Ser.), § 1(11.28), 11-26-2007)
STATE OF MINNESOTA
COUNTY OF NICOLLET
CITY OF SAINT PETER

RESOLUTION RECOMMENDING THE APPROVAL OF A CONDITIONAL USE PERMIT
APPLICATION SUBMITTED BY HUNT PLUMBING & DRAIN TO ALLOW FOR THE
ESTABLISHMENT OF A CONSTRUCTION SALES & SERVICES (PLUMBING
CONTRACTOR SHOP) USE AT 825 NORTH MINNESOTA AVENUE

WHEREAS, Joe Hunt d.b.a. Hunt Plumbing and Drain has submitted an application for a
Conditional Use Permit to allow for the establishment of a Construction Sales & Services
(Plumbing Contractor Shop) use upon property identified as 825 North Minnesota Avenue;
and

WHEREAS, Hunt Plumbing and Drain has submitted the required and proper forms, and
has paid the fee established by the City Council to allow for a review of the petitioned
 Conditional Use Permit; and

WHEREAS, Saint Peter City Code, Section 11.28, Subdivision 4 provides the seventeen
standards applicable to any Conditional Use Permit and the Commission has made the
following findings of fact related to the application; and

WHEREAS, the establishment, maintenance or operation of the conditional use will not be
detrimental to, or endanger the public health, safety, comfort or general welfare of the
community; and

WHEREAS, the conditional use will not be injurious to the use and enjoyment of other
property in the immediate vicinity for the purpose already permitted, nor substantially diminish
and impair property values within the neighborhood; and

WHEREAS, the establishment of the conditional use will not impede the normal and orderly
development of improvements to the surrounding property for uses permitted in the district;
and

WHEREAS, adequate utilities, access roads, drainage, parking and/or other necessary
facilities have been provided to the property in question; and

WHEREAS, adequate measures have been taken to provide ingress and egress so designed
as to minimize traffic congestion in the public streets; and

WHEREAS, the use does not include any activity involving the use or storage of flammable
or explosive material; and

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WHEREAS, the use does not include noise which is objectionable due to volume, frequency, pitch or beat; and

WHEREAS, the use does not include vibration which is discernable without instrumentation on any adjoining parcel or property; and

WHEREAS, the use does not involve any malodorous gas or matter which is discernable on any adjoining property; and

WHEREAS, the use does not involve any pollution of the air by fly-ash, dust, vapors or other substance which is harmful to health, animals, vegetation or other property or which causes soiling, discomfort or irritation; and

WHEREAS, the use does not involve any direct or reflective glare which is visible from any adjoining property or from any public street, road or highway; and

WHEREAS, the use does not involve any activity substantially increasing the movement of traffic on public streets: and

WHEREAS, the use does not involve any activity substantially increasing the burden on any essential utility system or facilities; and

WHEREAS, the use does not interfere with the use or enjoyment of neighboring permitted uses; and

WHEREAS, the ground coverage is designed so no additional dust or storm water run-off is generated by the conditional use in a manner which negatively impacts neighboring properties; and

WHEREAS, the use would not be expected to create a hazard to vehicular or pedestrian traffic within the vicinity; and

WHEREAS, the Planning and Zoning Commission has reviewed and considered the Conditional Use Permit application and has made the following recommendation to the Board of Appeals and Adjustments as required by code.

NOW, THEREFORE, BE IT RESOLVED BY THE PLANNING & ZONING COMMISSION OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, that:

1. The Planning and Zoning Commission hereby recommends that the Board of Appeals & Adjustments unconditionally approves the Conditional Use Permit application submitted by Hunt Plumbing & Drain for the establishment of a Construction Sales & Service (Plumbing Contractor Shop) at 825 North Minnesota Avenue.

2. Additional landscaping must be installed and maintained between the North Minnesota Avenue sidewalk and parking lot to meet the minimum requirements of the (GO) Gateway Overlay district.
3. All exterior storage of equipment and materials shall be within the enclosed fence structure to the rear of the building.

Adopted by the Planning & Zoning Commission of the City of Saint Peter, Nicollet County, Minnesota this the 3rd day of March, 2022.

ATTEST:

__________________________________________
Andrew Davis
Chairperson

__________________________________________
Rosten Wille
Community Development Director