CITY OF SAINT PETER
AGENDA AND NOTICE OF REGULAR MEETING
PLANNING & ZONING COMMISSION
Thursday, April 7, 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. March 3, 2022

IV. Public Hearing
   A. Preliminary Plat – North Traverse Green 2nd Addition

V. Old Business

VI. New Business
   A. Preliminary Plat – North Traverse Green 2nd Addition
   B. Final Plat – North Traverse Green 2nd Addition

VII. Reports
    A. Sunrsie/Broadway Roundabout – Administrative Lot Split

VIII. Adjourn

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

Commission members Andy Davis, Ben Ranft, Brad DeVos, Scott Fichtner and Mark Plotz were in attendance. Two vacancies remain. City staff present were Community Development Director Russ Wille and Administrative Secretary Cindy Moulton. Visitor present was Joe Hunt, owner of Hunt Plumbing & Drain.

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

Approval of Meeting Minutes
A motion was made by Fichtner, seconded by Ranft to approve the minutes of the February 3, 2022 meeting. All members voting aye, the minutes were approved as submitted.

Hunt Plumbing & Drain (825 North Minnesota Avenue) - Construction Sales & Services – Conditional Use Permit CUP
Community Bank owns the former Car Wash / Oil building located at 825 North Minnesota Avenue. Joe Hunt, owner of Hunt Plumbing & Drain, would like to purchase the building to establish a plumbing contractor’s shop and office. The purchase is contingent upon the approval of the CUP.

Wille stated that the 1.3 acres of property is zoned (C-4) Highway Service Commercial and is subject to the regulations established for the (GO) Gateway Overlay district.

Wille indicated that a plumbing contractor’s shop/office would be considered to be a Construction Sale and Services use classification which may be established in the C-4 zoning district as a Conditional Use.

In order for a CUP to be approved, seventeen (17) standards must be reviewed as provided by the Zoning Ordinance. Wille indicated that he has reviewed those standards and did not see any conflicts or difficulties created by the establishment of the use. Wille recommended approval.

Wille stated that Hunt has plans to install a fence to the rear of the property to allow for exterior storage inside the fenced in area.

Hunt asked if he would be allowed to park vehicles outside of the fenced area during working hours.

Wille said that it would be acceptable during working hours.

DeVos felt the business would be a great addition to Saint Peter as well as an improvement to the site.
Plotz asked if the 2024 road construction project would impact Hunt’s business.

Wille indicated that the road project should not affect access to the business.

A motion was made by Ranft, seconded by DeVos to introduce Resolution No. 2022-04 entitled, “Resolution Recommending The Approval Of A Conditional Application Submitted 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”. All members voting aye, the Resolution Was Passed and adopted.

Reports

St. Peter Fire Station – CUP  The CUP has been approved for the new fire station.

Hallet Pond Second Addition – Hallet Pond Second Addition has been approved.

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.
City of St. Peter Zoning Application

STREET LOCATION OF PROPERTY (address) Outlot A, North Traverse Green

PROPERTY OWNER
Name St. Peter Land, LLC Phone #
Address 2970 Chaska Blvd., Chaska, MN 55318
Email Address

APPLICANT (if different from Owner)
Name Dave Pokorney Phone #: 612-703-5709
Address c/o Saint Peter Investment, LLC

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

Description of Request: Accept the Preliminary and Final plat(s) of North Traverse Green, Second Addition as petitioned.

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 2/24/22

TO BE FILLED IN BY CITY OFFICIAL

Petition received with fee $400.00 on ___________________________ by ______________

Action of Variance Board (if request is for Variance) N/A Date ______________

Action of Planning Commission ___________________________ Date 04/07/2022

Action of City Council ___________________________ Date 04/25/2022

Fee $400.00 Receipt Number #00530237 Date 02/24/2022
2/17/22

Russ Wille  
Community Development Director  
City of St Peter  
227 South Front Street  
St Peter Mn

Dear Mr. Wille,

Attached is our application for final plat of Traverse Green Subdivision Second Addition along with our site and building plans for Phase 2 of the apartment complex.

With the success of Phase 1, St. Peter Investors LLC wishes to move ahead with an additional 67 units. Architecturally the 2nd phase is planned to be a mirror image of the first phase with identical materials and finishes. We anticipate a similar mix of one and two bedroom units and similar parking. As part of this phase, we would be completing the common green space area between the building. The proposed plat includes a lot for the apartment and six additional single family lots. We understand that the City will be completing the required street and utility improvements with a portion of these costs being assessed based on a development agreement. Once you drafted a development agreement, please forward to me.

I have attached as our application the following
- Completed application
- Final plat
- Site and building plans
- Utility plans
- Grading plan
- Updated topo

If you need additional information relative to the application, please let me know. Thank you for your continued support and assistance.

Sincerely,

David Pokorney  
Community Asset Development Group
b. Approval of the city council. After review and recommendation of the Preliminary Plat by the Planning and Zoning Commission the Preliminary Plat, together with the recommendations of the Planning and Zoning Commission, shall be submitted to the City Council for consideration. Approval or disapproval of the Preliminary Plat will be conveyed to the subdivider in writing within ten (10) days after the meeting of the City Council at which such Plat is considered. In case the Plat is disapproved, the subdivider shall be notified of the reason for such action and what requirements will be necessary to meet the approval of the City Council. Approval of the Preliminary Plat does not constitute a final acceptance of the subdivision, but is deemed to be an authorization to proceed with the Final Plat. Approval of the Preliminary Plat shall be effective for a period of one year, unless an extension is granted by the City Council. The subdivider may file a Final Plat limited to such portion of the Preliminary Plat as he proposes to record and develop at the time, provided that such portion conforms to all requirements of this Chapter. If some portion of the Final Plat has not been submitted for approval within one year, a Preliminary Plat must again be submitted to the Planning and Zoning Commission and the City Council for approval.
Memorandum

TO: Planning Commission
FROM: Russ Wille
       Community Development Director
RE: North Traverse Green Subdivision
    Preliminary / Final Plat Approval

DATE: 04/01/22

ACTION/RECOMMENDATION

Adopt the attached resolutions accepting the Preliminary and Final Plats of North Traverse Green 2nd Addition as submitted by Community Asset Development Group, LLC.

BACKGROUND

After the successful opening of the Traverse Green Apartments, Community Asset Development Group (GADG) is proceeding with their plans to construct and open a second 67 unit multi-family residential structure.

The second phase was anticipated when the first phase was undertaken in 2020. The preliminary site plans developed at that time showed a second structure constructed as a "mirror image" of the first apartment complex.

To accommodate construction of the second apartment building, it would be necessary to provide for the platting of the land to be developed.

PRELIMINARY PLAT:

The Preliminary Plat submitted for Planning Commission review and acceptance is the identical Preliminary Plat submitted for the first phase. The Subdivision Ordinance establishes a 12 month shelf life for a Preliminary Plat. However, the 12 months can be extended at the option of the City. Given that there have been no changes or alterations to the overall Traverse Green development plans, it is suggested that it would be appropriate to extend the 12 months and accept the identical Preliminary Plat.

The property is zoned (R-3) Multi-Family Residential by the Zoning Code.

The Preliminary Plat would depict a two block development. Subject to the original platting, CAGD obtained ownership of what is shown to be Lots 1 – 20, Block 1. The City has retained ownership of what is shown to be the future Cullen Street right-of-way as well as the lots depicted within Block 2.
In the initial phase of the development, CADG completed construction of a 67 unit multi-family apartment complex. This was constructed upon Lot 1, Block 1.

Lots 2-9 and Lots 11 – 14, Block 1 would be planned to accommodate the construction of twin home townhouses which would share a common interior wall as the shared lot line. This construction would be similar to the twin homes constructed in other Saint Peter neighborhoods such as Welco North and Welco West.

Lot 10, Block 1 is the site of the second phase of the multi-family development. When construction commences, a second 67 unit multi-family apartment structure would be contemplated for a total of 134 multi-family units pending completion of the project.

Lots 15 – 20, Block 1 of the Preliminary Plat would site residential housing allowed within the (R-3) Multi-Family Residential zoning district. As these lots remain depicted as an Outlot on the submitted Final Plat.

The City would maintain ownership of what is shown to be the future Cullen Street right-of-way which is depicted upon the Final Plat as Outlot B. The City would also retain ownership of the lots lying west of the planned Cullen Street right-of-way. To maintain the greatest flexibility, these lots are being shown to be Outlot C on the Final Plat.

At the direction of the City Council and as per the terms of the purchase agreement, Public Works Director Moulton, City Engineer Domrass and I have worked with CADG to develop a plat that accommodates the multi-family development. The plat meets all of the requirements of the Zoning Code and Subdivision Ordinance as to lot sizes, use, utilities services, stormwater drainage and streets.

Following the conclusion of a public hearing, the Planning Commission is asked to recommend that the City Council accept the Preliminary Plat of North Traverse Green 2nd Addition as petitioned by CADG.

FINAL PLAT:

The Final Plat depicts the creation of Lots 1 – 7, Block 1 of North Traverse Green 2nd Addition. The second 67 unit multi-family structure would be constructed upon Lot 1, Block 1, North Traverse Green 2nd Addition.

The balance of the property would be contained within either Outlot A, Outlot B or Outlot C.

Outlot A shows the balance of the land that CADG owns which is set aside for some manner of future residential development. The (R-3) Multi-Family Residential zoning designation provides flexibility when determining the final type of residential development would be most appropriate.

Outlot B is comprised of the lands that would be intended to be dedicated as the future right-of-way of Cullen Street. When the balance of the property is developed, the Cullen Street extension would be intended to provide the desired vehicular connectivity to the undeveloped parcels to the north of this proposed plat.

The future residential lots lying west of the future Cullen Street right-of-way are being depicted as Outlot C. If it is determined that vehicular connectivity to the west is desired, a road right-of-way could be platted from the Cullen Street right-of-way to provide such connection.
Prior to the development of any of the Outlots shown on the Final Plat of North Traverse Green 2nd Addition, Preliminary and Final Plats of the Outlots would need to be filed and considered by the Planning Commission and City Council prior to their development.

Please feel free to contact me should you have any questions or concerns about this agenda item.

RJW
CITY OF SAINT PETER, MINNESOTA
PLANNING AND ZONING COMMISSION
RESOLUTION NO. 2022 -
STATE OF MINNESOTA)
COUNTY OF NICOLLET)
CITY OF SAINT PETER)

RESOLUTION RECOMMENDING APPROVAL OF THE PRELIMINARY PLAT OF NORTH TRAVERSE GREEN 2nd ADDITION AS PETITIONED BY THE COMMUNITY ASSET DEVELOPMENT GROUP, LLC

WHEREAS, Community Asset Development Group, LLC has submitted the required forms and plans, and have paid the appropriate fee established by the City Council for a Preliminary Plat review of North Traverse Green 2nd Addition; and

WHEREAS, North Traverse Green 2nd Addition is currently located on Outlot A, Traverse Green Subdivision; and

WHEREAS, the property subject to platting is currently zoned as (R-3) Multi-Family Residential; and

WHEREAS, all of the lots depicted upon the Preliminary Plat would conform to the regulations of the adopted Zoning Code as to minimum width and minimum size; and

WHEREAS, a 67 unit multi-family residential structure has been constructed and occupied upon what is shown as Lot 1, Block 1 on the Preliminary Plat of the first phase of North Traverse Green; and

WHEREAS, a second 67 unit multi-family residential structure is proposed to be constructed upon what is shown as Lot 10 on the Preliminary Plat; and

WHEREAS, subject to the recording of the appropriate legal documentation, lots 2 – 9 and lots 11 – 14, which with their frontage upon the future Clark Street would be platted to accommodate twin home townhouse construction which would intend to share a common interior wall as the property line; and

WHEREAS, the lots depicted fronting the future Cullen Street right-of-way would be reserved for future residential developments which would conform to the regulations of the (R-3) Multi-Family zoning designation; and

WHEREAS, the Preliminary Plat provided for consideration is the identical plat that was reviewed and approved for the first phase of North Traverse Green; and

WHEREAS, as per the adopted Subdivision Ordinance, the Planning Commission and City Council have the option of accepting the Preliminary Plat even though its previous submittal was more than 12 months ago; and

WHEREAS, given that there have been no alterations or changes to the Traverse Green development plans, the Preliminary Plat is determined to be acceptable; and
WHEREAS, notice of a public hearing was advertised as per statute and interested parties were provided an opportunity to comment on the proposed Preliminary Plat of North Traverse Green 2nd Addition; and

WHEREAS, the Planning and Zoning Commission has reviewed the Preliminary Plat of the North Traverse Green 2nd Addition pursuant to the requirements of City Code; and

WHEREAS, the Preliminary Plat conforms to the Comprehensive Plan of the city and the Planning and Zoning Commission has considered the requirements of the community so that the Plat will provide an appropriate scheme for the development of the community.

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

1. It recommends to the City Council that the Preliminary Plat of North Traverse Green 2nd Addition, submitted by the Community Asset Development Group, LLC, be approved as submitted.

Adopted by the Planning and Zoning Commission of the City of Saint Peter, Minnesota this the 7th day of April, 2022.

Andrew Davis  
Chairperson

ATTEST:

____________________________________
Rosten Wille  
Community Development Director
RESOLUTION RECOMMENDING APPROVAL OF THE FINAL PLAT OF NORTH TRAVERSE GREEN 2nd ADDITION

WHEREAS, Community Asset Development Group, LLC have submitted the required forms and plans for a Final Plat review of North Traverse Green 2nd Addition; and

WHEREAS, North Traverse Green Subdivision is located on tracts of land located on Outlot A, Traverse Green; and

WHEREAS, the owners of the property are seeking to plat the land to allow for the development of a second multi-family residential development as well as twin home townhouses which would intend to share a common interior wall as the property line; and

WHEREAS, the property is zoned (R-3) Multi-Family Residential; and

WHEREAS, the final plat would depict Lot 1 – 7, Block 1, North Traverse Green 2nd Addition; and

WHEREAS, the final plat does not depict the utility easements determined to be necessary to serve the properties and CADG will need to provide for the appropriate utility easements as determined by the Director of Public Works, prior to the issuance of any building permit for construction within the plat; and

WHEREAS, the Planning & Zoning Commission has found that the Final Plat of North Traverse Green 2nd Addition conforms to the Comprehensive Plan of the city and the Planning and Zoning Commission has considered the requirements of the community so that the Plat will provide an appropriate scheme for the development of the community; and

WHEREAS, the Planning and Zoning Commission has reviewed the Final Plat of North Traverse Green 2nd Addition pursuant to the requirements of City Code and recommended that the City Council accept the Final Plat as submitted.

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

1. It recommends to the City Council that the Final Plat of North Traverse Green 2nd Addition, as submitted.
Adopted by the Planning and Zoning Commission of the City of Saint Peter, Minnesota this the 7th day of April, 2022

__________________________
Andrew Davis
Chairperson

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Rosten Wille
Community Development Director