

**NOTICE OF MEETING
CITY OF GRAND RAPIDS PLANNING COMMISSION**

Thursday, November 3, 2011 4:00 PM

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

AGENDA

- | <u>Item</u> | <u>Time</u> | <u>Discussion/Action</u> |
|-------------|-------------|---|
| 1. | 4:00 | Call to Order |
| 2. | | Setting of Agenda- <i>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.</i> |
| 3. | | Approval of Minutes

A. Approve minutes of the October 6, 2011 - 4:00 pm regular meeting. |
| 4. | | General Business

A. Consider a recommendation to the City Council regarding the rezoning of one parcel of land from R-4 (Multi-Family Residential- high density) to M (Medical) located within Block 58, Town of Grand Rapids. |
| 5. | | Public Input

<i>Individuals may address the Planning Commission about any non public hearing item or any item not included on the Regular Meeting Agenda. Speakers are requested to come to the podium, state their name and address for the record and limit their remarks to three (3) minutes.</i> |
| 6. | | Miscellaneous/Reports/Announcements/Updates

A. |
| 7. | | ADJOURN |

NEXT REGULAR PLANNING COMMISSION MEETING IS SCHEDULED FOR:

December 1, 2011

PLANNING COMMISSION:

Dale Yelle	March 2008 - March 2012
Shane McKellep	March 2009 - March 2013
Julie Fedje-Johnston	March 2009 - March 2013
Lee Anderson	March 2010 - March 2014
Mark Gothard	March 2010 - March 2014
Ron Niemala	March 2010 - March 2014
Michael Twite (Chairperson)	March 2010 - March 2014

STAFF:

Rob Mattei (Community Development Director)
Eric Trast (Community Development Specialist)
Aurimy Groom (Recorder)
Chad Sterle (City Attorney)

CITY OF GRAND RAPIDS

*NOTICE OF MEETING
PLANNING COMMISSION*



CITY OF
GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

Meeting Agenda Full Detail

Thursday, November 3, 2011

4:00 PM

Council Chambers

Planning Commission

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

Call To Order**Call of Roll**

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.

Approval of Minutes

11-1867 Approve minutes of the October 6, 2011 - 4:00 pm regular meeting

Attachments: [October 6th 2011 Planning Commission Draft Minutes](#)

General Business

11-1868 Consider a recommendation to the City Council regarding the rezoning of one parcel of land from R-4 (Multi-Family Residential- high density) to M (Medical) located within Block 58, Town of Grand Rapids.

Attachments: [Planning Commission Staff Report- 11-3-11](#)

[Northland Counseling REZ-Map](#)

[Northland Counseling Zoning Map Amendment Application](#)

[Rezoning Considerations](#)

Public Input

Individuals may address the Planning Commission about any non public hearing item or any item not included on the Regular Meeting Agenda. Speakers are requested to come to the podium, state their name and address for the record and limit their remarks to three (3) minutes.

Miscellaneous\Updates**Adjourn**

NEXT REGULAR PLANNING COMMISSION MEETING IS SCHEDULED FOR:
Thursday, December 8, 2011

PLANNING COMMISSION:

Lee Anderson

Mark Gothard

Ron Niemala

Michael Twite - Chairperson

Dale Yelle

Shane McKellep - Vice Chair

Julie Fedje-Johnston

STAFF:

Rob Mattei (Community Development Director)
Eric Trast (Community Development Specialist)
Aurimy Groom (Recorder)
Chad Sterle (City Attorney)



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 11-1867 **Version:** 1 **Name:** Approve minutes of the October 6, 2011 - 4:00 pm regular meeting

Type: Minutes **Status:** Approval of Minutes

File created: 10/27/2011 **In control:** Planning Commission

On agenda: 11/3/2011 **Final action:** 11/3/2011

Title: Approve minutes of the October 6, 2011 - 4:00 pm regular meeting

Sponsors:

Indexes:

Code sections:

Attachments: [October 6th 2011 Planning Commission Draft Minutes](#)

Date	Ver.	Action By	Action	Result
11/3/2011	1	Planning Commission	Approved As Presented	Pass

Approve minutes of the October 6, 2011 - 4:00 pm regular meeting

Background Information:

See Attached Draft Minutes

Grand Rapids Planning Commission
Regular Meeting
October 6, 2011 – 4:00 p.m.
Grand Rapids City Council Chambers
420 North Pokegama Avenue, Grand Rapids, Minnesota

Pursuant to due notice and call thereof, a regular meeting of the Grand Rapids Planning Commission was held Thursday, October 6, 2011 at 4:00 p.m. Upon a call of roll, the following members were present: Chairman Michael Twite, Commissioners: Lee Anderson, Shane McKellep, Ron Niemala. Absent: Commissioners: Dale Yelle, Mark Gothard, Julie Fedje-Johnston.

Staff present: Rob Mattei, Eric Trast.

SETTING OF AGENDA:

MOTION BY COMMISSIONER ANDERSON, SECOND BY COMMISSIONER MCKELLEP TO SET THE REGULAR AGENDA AS PRESENTED. The following voted in favor thereof: McKellep, Niemala, Twite, Anderson. Opposed: None, motion passed unanimously.

Commissioner Fedje-Johnston joined the meeting at 4:02 p.m.

APPROVAL OF MINUTES:

MOTION BY COMMISSIONER ANDERSON, SECOND BY COMMISSIONER MCKELLEP TO APPROVE THE MINUTES OF AUGUST 9, 2011, MEETING AS PRESENTED. The following voted in favor thereof: McKellep, Fedje-Johnston, Anderson, Niemala, Twite. Opposed: None, motion passed unanimously.

GENERAL BUSINESS:

Consider a recommendation to the City Council regarding the vacation of a portion of the platted Kindred Avenue, adjacent to Block 51, Town of Grand Rapids.

Community Development Specialist Trast provided background information. Mr. and Mrs. Scott Stejskal submitted a valid petition on September 12, 2011 requesting the vacation of a portion of the platted Kindred Avenue, adjacent to Block 51, Town of Grand Rapids.

The Engineering Department and the Grand Rapids Public Utilities Commission support the petitioned vacation, contingent on the City retaining utility easement over the entire area to be vacated. This easement would allow for the maintenance of any public or private utilities (natural gas, telephone, etc.) currently located within the area to be vacated. Additionally, the City Engineer, proposed (*as a condition of approval*) that the petitioner grant and record a perpetual driveway easement to Lots 5-6, Block 51, Town of Grand Rapids, which would allow the existing driveway to continue to be utilized. *This would ensure that the property at 115 S. Pokegama Avenue would always have the option of exiting the property through the existing driveway to the west, rather than backing out onto Pokegama Avenue.* There were no concerns or objections regarding the right-of-way vacation, as proposed, from the remaining members of

the staff review committee which consists of: Engineering Department, Public Utilities Commission, Public Works Department, and Fire Department.

MOTION BY COMMISSIONER FEDJE-JOHNSTON, SECOND BY COMMISSIONER ANDERSON 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:

The East ½ of Kindred Avenue, in the original plat of the Town of Grand Rapids, lying north of a westerly extension of the centerline of the platted east/west alley in Block 51, and lying south of a southwesterly extension of the following described line:

Beginning at a point along the east line of Lot 15, Block 51 lying 6.00 feet south of the northeast corner of said Lot 15, thence southwesterly through a point along the west line of Lot 13, Block 51 located 59.00 feet south of the northwest corner of said Lot 13.

Contingent on the following stipulation(s):

- That a utility easement be retained across the full width of the vacated right of way.
- The petitioner granting and recording a driveway easement to Lots 5-6, Block 51, Town of Grand Rapids, which would allow the existing driveway to continue to be utilized.

Commissioner Fedje-Johnston read her considerations for the record.

1. Is the right-of-way needed for traffic purposes?
No, the area is served by 1st Street SW. A driveway easement to lots 5 and 6 will provide non Pokegama Avenue access to the property.
2. Is the right-of-way needed for pedestrian purposes?
No, pedestrian traffic flow is not impacted. A very nice pedestrian sidewalk exists across the street.
3. Is the right-of-way needed for utility purposes?
A right-of-way easement is being retained by the City.
4. Would vacating the right-of-way place additional land on the tax rolls?
An increase in the property's value would increase the property tax.
5. Would vacating the right-of-way facilitate economic development in the City?
Minimal economic development would result, however vacating the right-of-way adds value and marketability to the property.

The following voted in favor thereof: Niemala, Anderson, McKellep, Fedje-Johnston, Twite. Opposed: None, passed unanimously.

Legistar Training.

I.T. Director, Eric Scott and I.T. Tech, Lasha Karels provided a brief training session for the Commissioners. Staff will set up a worksession prior to the next regular meeting to continue training on the new Legistar software.

MOTION BY COMMISSIONER ANDERSON, SECOND BY COMMISSIONER FEDJE-JOHNSTON TO ADJOURN THE MEETING AT 4:40 P.M. The following voted in favor thereof: McKellep, Fedje-Johnston, Gothard, Twite. Opposed: None, motion passed unanimously.

Respectfully submitted:

Aurimy Groom, Recorder

DRAFT



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 11-1868 **Version:** 1 **Name:** Consider a recommendation to the City Council regarding the rezoning of one parcel of land from R-4 (Multi-Family Residential- high density) to M (Medical) located within Block 58, Town of Grand Rapids.

Type: Agenda Item **Status:** General Business

File created: 10/27/2011 **In control:** Planning Commission

On agenda: 11/3/2011 **Final action:**

Title: Consider a recommendation to the City Council regarding the rezoning of one parcel of land from R-4 (Multi-Family Residential- high density) to M (Medical) located within Block 58, Town of Grand Rapids.

Sponsors:

Indexes:

Code sections:

Attachments: [Planning Commission Staff Report- 11-3-11](#)
[Northland Counseling REZ-Map](#)
[Northland Counseling Zoning Map Amendment Application](#)
[Rezoning Considerations](#)

Date	Ver.	Action By	Action	Result
11/3/2011	1	Planning Commission	Recommendation to Approve	Pass

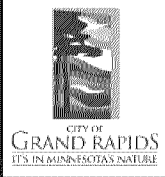
Consider a recommendation to the City Council regarding the rezoning of one parcel of land from R-4 (Multi-Family Residential- high density) to M (Medical) located within Block 58, Town of Grand Rapids.

Background Information:

See Attached Planning Commission Staff Report and Background Information

Staff Recommendation:

Consider a recommendation to the City Council regarding the rezoning of one parcel of land from R-4 (Multi-Family Residential- high density) to M (Medical) located within Block 58, Town of Grand Rapids.



Planning Commission Staff Report

Agenda Item #4A	Community Development Department	Date: 11/3/11
Statement of Issue:	Consider a recommendation to the City Council regarding the rezoning of one parcel of land from R-4 (Multi-Family Residential- high density) to M (Medical) located within Block 58, Town of Grand Rapids.	
Background:	<p>Northland Counseling, Inc. has filed a petition for rezoning with the City on October 11, 2011. The petition for rezoning requests the City's consideration of a Zoning Map amendment to the following described parcel; from its current R-4 (Multi-Family Residential- high density) status to M (Medical):</p> <p style="text-align: center;"><i>E 93' of S 10' of Lot 1 & E 93' of Lot 2, BLK, Blk. 58, Town of Grand Rapids, Itasca County, Minnesota</i></p> <p>The petition submitted by Northland Counseling, Inc., requests the rezoning of one- 3,255 sq. ft. parcel of land. The location map illustrates the subject property and its surrounding zoning: <u>R-4</u> (Multi-Family Residential- high density) on the subject property and all of Lot 1, Block 2, Grand Plaza Addition (north/west), and <u>M</u> (Medical), on Northland Counseling's property and Grand Itasca Clinic and Hospital's Professional Building (south/east).</p> <p>As shown currently, Northland Counseling's property at: 215 SE 2nd Ave., consists of two separate, but contiguous lots, which are divided between two zoning districts (M & R-4). The proposed rezoning would add continuity by establishing consistent zoning throughout, as well as allow for reduced setbacks to allow for a future addition to the building.</p> <p>The current zoning map configuration in the subject area was the result of a 2008 zoning map amendment, petitioned by Grand Plaza Housing Limited Partnership and Grand Itasca Clinic & Hospital, at the time of the redevelopment of the former Grand Itasca Clinic & Hospital site. The portion of Northland Counseling's building, and subject property of the rezoning petition, were previously owned by the Grand Itasca Clinic & Hospital, thus it was grouped in with the 2008 rezoning.</p> <p>A sample listing of the uses permitted by right in the requested M zoning district include: congregate housing, day care/nursery 1 to 17+ persons, senior housing w/services: 1 to 16 persons, group/foster homes 17+ persons, accessory buildings, <u>clinics (outpatient treatment center)</u>, hospitals, professional office, medical equipment and supplies- sales.</p> <p>Uses permitted in M with <u>additional restrictions</u> include: day care/nursery, outdoor storage, temporary buildings, restaurant, and pharmacy.</p>	

The following table shows a comparison of the yard and bulk requirement of M and R-4 zoning, and illustrates the minor difference between the two zoning districts, being larger lot size and smaller setback requirements in M zoning.

	M	R-4
Min. Lot Size	gross area-20,000 sq. ft., area (unit)-3,000 sq. ft., width-100 ft.	gross area-15,000 s.f. area (unit)-2,500 s.f., width- 100 ft.
Min. Yard Setbacks	front-30 ft, int. side-10 ft, street side-15 ft, rear- 15 ft.	front-35 ft, int. side-20 ft., street side-30 ft, rear- 35 ft.
Max. Lot Coverage	building-35%, total surface-85%, GUOS (unit)- 500	building-35%, total surface-75%, GUOS (unit)-400
Building Size	max. height- 35 ft., min. dimension- 24 ft	max. height- 45 ft., min. dimension- 24 ft.

Considerations:

When reviewing a request for a rezoning, the Planning Commission must make findings based on the attached list of considerations.

Recommendation:

Staff recommends that the Planning Commissioners visit the site and look at the situation.

Prior to making a motion to recommend to the City Council approval or denial of the request, the Planning Commission should make specific findings to support its recommendation and reference those specific findings in their motion to either approve or deny the rezone.

Required Action:

Pass a motion forwarding a recommendation to the City Council for approval or denial of the requested rezoning.

Example Motion:

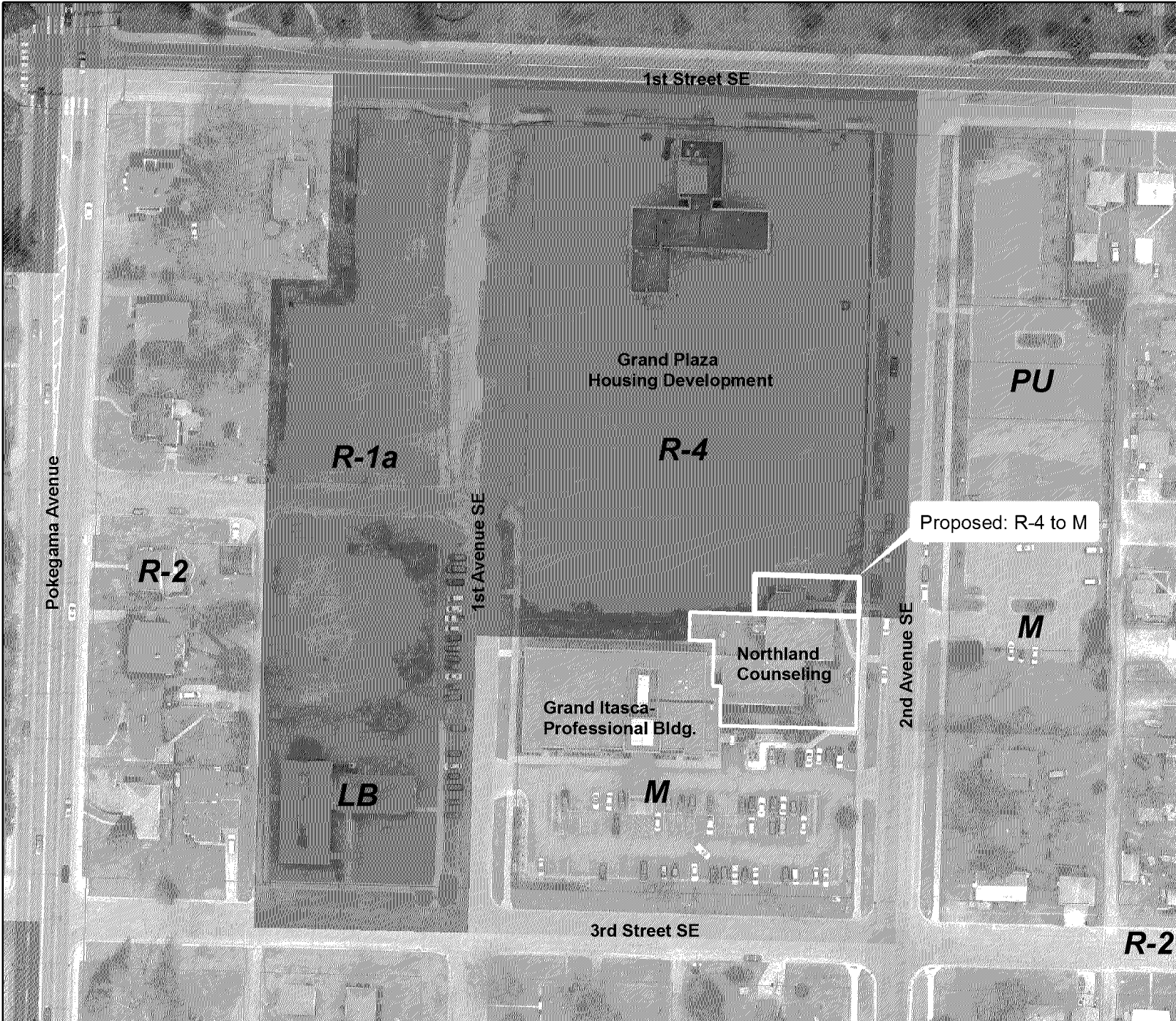
Motion by _____, second by _____ that, based on the findings of fact presented here today, and in the public’s best interest, the Planning Commission does hereby forward to the City Council a recommendation to **(approve)(deny)** the rezoning of property, described within the petition submitted by Northland Counseling, Inc. and as shown in the maps presented here today, from R-4 (Multi-Family Residential- high density) to M (Medical);

Attachments:

- Site Map
- Copy of the rezoning petition and associated documentation.
- List of the Planning Commissions Rezoning Considerations.

Northland Counseling - Zoning Map Amendment Request

R-4 (Multi-Family) to M (Medical)



Date: 10/25/2011

210 105 0 210 Feet





CITY OF GRAND RAPIDS
ITS IN MINNESOTA'S NATURE

Petition for Rezoning (Zoning Map Amendment)

Community Development Department
420 North Pokegama Ave.
Grand Rapids, MN 55744
Tel. (218) 326-7601 Fax (218) 326-7621
Web Site: www.grandrapidsmn.org

The undersigned do hereby respectfully request the following be granted by support of the following facts herein shown:

Jon Arsenault
Name of Applicant

NORTHLAND COUNSELING INC
Name of Owner (If other than applicant)

215 SE 2ND AVE
Address

215 SE 2ND AVE
Address

GRAND RAPIDS MN 55744
City State Zip

GRAND RAPIDS MN 55744
City State Zip

(218) 259-9939
Business Telephone/Other Telephone/e-mail

Business Telephone/Other Telephone/e-mail

Parcel Information:

Tax Parcel # 91-410-5806

Property Size: 3,255 sq. ft.

Existing Zoning: R-4

Requested Zoning: M (Medical)

Existing Use: ENTRY + MEDICAL RECORDS

Proposed Use: ENTRY + WAITING ROOM RECEPTION

Property Address/Location: 215 SE 2nd Ave - Grand Rapids

Legal Description: In Block 58, Town of Grand Rapids.
(attach additional sheet if necessary)

I(we) certify that, to the best of my(our) knowledge, information, and belief, all of the information presented in this application is accurate and complete and includes all required information and submittals, and that I consent to entry upon the subject property by public officers, employees, and agents of the City of Grand Rapids wishing to view the site for purposes of processing, evaluating, and deciding upon this application.

[Signature]
Signature(s) of Applicant(s)

11 OCT 2011
Date

Signature(s) of Owner(s)-(If other than applicant)

Date

Office Use Only

Date Received OCT 11 2011 Certified Complete 10/11/11 Fee Paid \$505⁰⁰

Planning Commission Recommendation Approved _____ Denied _____

Meeting Date 11/3/11

City Council Action Approved _____ Denied _____

Meeting Date 11/14/11

Summary of Special Conditions of Approval: _____

Required Submittals (25 copies of each):

- Application Fee - \$505.00 *¹
- Location Map
- Map Showing Surrounding Zoning
- Proof of Ownership – (a copy of a property tax statement or deed will suffice)

**¹The application fees charged are used for postage to mail the required notices to adjacent properties, publication of the public hearing notice in the Grand Rapids Herald Review, and for a small portion of staff time for case review and preparation of documents. It is the policy of the City of Grand Rapids to require applicants for land use approvals to reimburse the City for costs incurred by the City in reviewing and acting upon applications, so that these costs are not borne by the taxpayers of the City.*

Justification of Proposed Rezoning: Please answer all of the following questions (attach additional pages if needed). The planning Commission will consider these questions and responses, and other issues (see attached list) in making their findings of fact and recommendation on the proposed rezoning.

A. What are the Surrounding land uses? Describe the existing uses and zoning classifications in the area surrounding the subject property.

THE PROPERTY NORTH OF LOCATION IS MULTI-FAMILY ZONED. (RIVER GRAND APARTMENTS) OUR PROPERTY IS ZONED MEDICAL. THE PROPERTY IN QUESTION WAS ACQUIRED DURING SALE OF OLD HOSPITAL PROPERTY. IT WAS ZONED MULTI FAMILY ALONG WITH RIVER GRAND. WE WOULD LIKE IT TO BE REZONED TO MEDICAL

B. Would the uses permitted by the proposed zoning map change be appropriate for the surrounding area?

THIS PROPERTY WAS PREVIOUSLY ZONED MEDICAL WHILE OLD HOSPITAL WAS IN OPERATION.

C. Is the property adequately served by public infrastructure (streets, sidewalks, utilities, etc)? YES

D. Demonstrate the need for additional property in the proposed zoning district. THE REZONE WOULD ALLOW DIFFERENT SET BACKS FOR FUTURE ADDITION TO CURRENT BUILDING

E. What effect will the proposed rezoning have on the growth and development of existing neighborhoods, other lands in the proposed district, commercial and industrial neighborhoods? THE REZONE

WOULD ALLOW FOR A BETTER ENTRANCE TO EXISTING BUILDING + RENOVATION OF OUTSIDE OF CURRENT STRUCTURE.

F. Demonstrate that the proposed rezoning is the minimum change needed to allow a reasonable use of the property. WE WOULD LIKE PROPERTY TO BE IN SAME

ZONING AS THE BUILDING IT IS ATTACHED TO

G. How does the proposed rezoning conform to the City's Comprehensive Plan?

IT WILL MAKE THE EXISTING BUILDING MORE ATTRACTIVE + WILL BLEND IN MORE WITH THE NEW APARTMENT COMPLEX

H. Is the timing proper for the proposed rezoning? THE ZONING USED TO BE MEDICAL + WOULD LIKE ALL OF OUR PROPERTY TO BE ZONED THE SAME.

I. Any additional information that the Petitioner would like to supply. THE REZONE WOULD ALLOW FOR DIFFERENT SET BACKS TO FUTURE PLAN OF REMODEL OF ENTRY TO OUR EXISTING BUILDING ~~AREA~~ WHICH WILL MAKE THE BUILDING MORE INVITING TO PUBLIC

Additional Instructions:

Prior to submitting your Petition to Rezone, you will need to arrange for one or more preliminary meetings with the Community Development Director. This meeting is intended to ensure that the proposed application is complete, to answer any questions the applicant may have, discuss meeting schedules and, if applicable, the scope of the required submittals.

Findings for Approval:

The Planning Commission, in formulating its recommendation, and the City Council, in support of its action will make findings of fact based on their responses to the following list of considerations:

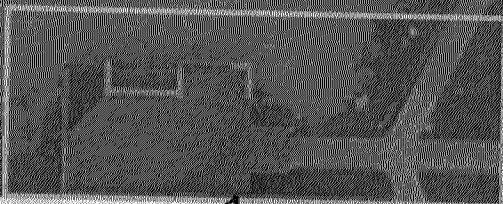
- Will the change affect the character of the neighborhoods?
- Would the change foster economic growth in the community?
- Would the proposed change be in keeping with the spirit and intent of the ordinance?
- Would the change be in the best interest of the general public?
- Would the change be consistent with the Comprehensive Plan?

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

More information may be requested by the City of Grand Rapids Planning Commission or City Council, if deemed necessary to properly evaluate your request. The lack of information requested may be in itself sufficient cause to deny an application.

PU

R-4



SE 2nd Ave

(M)

R-2

PLANNING COMMISSION

Considerations

ZONING ORDINANCE

1. Will the change affect the character of neighborhoods?
2. Would the change foster economic growth in the community?
3. Would the proposed change be in keeping with the spirit and intent of the ordinance?
4. Would the change be in the best interest of the general public?
5. Would the change be consistent with the Comprehensive Plan?

SUPPLEMENTAL CHECKLIST FOR REZONING

When considering rezoning property, the following questions should also be considered:

1. Has there been a change in the development policies of the community?
2. Are there changed conditions in the community that would change the proper zoning of the property?
3. Was there a mistake in the original zoning ordinance?
4. Is the zoning ordinance up to date?
5. Is similarly zoned land currently available?
6. Does the proposed rezoning (or amendment) conform to the comprehensive plan?
7. Is the proposed use compatible with adjacent land uses?
8. Is the proposed rezoning (or amendment) spot zoning?
9. Is the timing proper for the proposed rezoning (or amendment)?
10. What is the effect of the proposed rezoning on public utilities?
11. Will the proposed rezoning place an undue financial burden on the community?
12. Will the rezoning increase tax revenues?