



CITY OF MILACA
PLANNING COMMISSION AGENDA
AUGUST 14, 2023
6:00 P.M.
255 1ST ST E, CITY HALL COUNCIL ROOM

1. Open Regular Planning Commission Meeting
2. Call to Order/Roll Call
3. Approve minutes from July 10, 2023
4. Open Public Hearings: Time _____
 - a. Zoning Change from R-1 to R-2
 - b. Amendment to Zoning Code #156.037(B)
5. Close Public Hearings: Time _____
6. New Business
 - a. Final PUD for Bluewaters-Potato Patch-Milaca, LLC
 - b. Zoning District Change from R-1 to R-2
 - c. Zoning Change to Allow 40' Height in R-3 (Multiple Family Residential) Zoning Districts #156.037(B)
 - d. Planning Commission Vacancy
7. Miscellaneous
8. Adjourn

CITY OF MILACA PLANNING COMMISSION

July 10, 2023

1. Members Present – Brad Tolzman, Brett Freese, Arla Johnson and Pam Novak.
2. Others Present – Tammy Pfaff, City Manager, Deloris Katke and Greg Chaffin of Bluewaters. Please see attached list of Milaca citizens in attendance.
3. Motion made by Arla Johnson and seconded by Brad Tolzman to approve the minutes of the May 15, 2023 meeting. Motion carried.
4. The public hearing was opened at 6:04 p.m.
 - a. Planned Unit Development of Bluewaters – Potato Patch – Milaca, MN LLC. Citizen Helen Schendel asked that Greg Chaffin give an overview of the planned development. Other questions were raised by citizen, Scott Etzel. Having all questions answered to their satisfaction and hearing no further discussion the public hearing was closed at 6:20 p.m.
5. The previous Conditional Use Permit has been revised slightly and is now being requested as a Planned Unit Development (PUD).
 - a. A portion of the 5th Street SW (dedicated as Hill Street) at the south end of the property is shown vacated, as recommended.
 - b. The site plan is shifted southward to take in to account the 5th Street SW right-of-way (ROW) vacation and to stay further from the slope at the north end of the property, as recommended.
 - c. The buildings are shifted south to allow a 5-ft buffer between the parking lot drive aisle and the northernmost townhouse building, as recommended.
 - d. The three buildings are 12 ft apart vrs. the 20 ft required by zoning (10 ft side setbacks each side) as recommended previously. This relaxation of the setback requirements is allowed in a PUD, but not with a CUP unless a variance is also granted.
 - e. The 11 townhouses would be platted each within their own lot, with one larger outlot for the common areas. The previous plan had three townhouse lots, one for each 3- or 4-unit building, not one for each townhouse unit.

RECOMMENDATIONS

We recommend approval of the PUD preliminary development plan for the Potato Patch townhouse project on parcel PID 21-046-0170 as depicted on Concept 1A and Concept 1B dated 6/23/23 from Johnson Engineering Group, with the following conditions.

- a. A portion of the 5th Street SW ROW at the south end of the site will be petitioned to be vacated as illustrated on the submitted site plans, and, if approved by the City Council, this property will be added to the project parcel.
- b. Lot lines for the townhouse lots will be reflected on the plat as illustrated on the submitted site plan.
- c. Outlet A will include the entire driveway, parking and common areas.
- d. A 10ft wide drainage and utility easement shall be provided on the north, south and east sides of the plat and a 30-ft wide drainage and utility easement on the west side.

- e. A landscape plan will be submitted for review and approval by the City Engineer and City Planner prior to issuing a building permit.
- f. A lighting plan will be submitted for review and approved by the City Engineer and City Planner prior to issuing a building permit.
- g. Lot coverage will be confirmed as less than 60% to be reviewed and approved by the City Engineer and City Planner prior to issuing a building permit.
- h. All requirements of the City Engineer and Public Works Directory will be followed with respect to grading, stormwater, utilities and other issues.

FINDINGS OF FACT

- a. The property is zoned B-2. Multi-family residential is a conditional use in that district. The use is presumed to be a permitted use to which reasonable conditions may be attached. Within a PUD, the permitted and conditional uses of the underlying district are allowed.
- b. The reduced side setbacks in the proposed plan, 12 ft between structures vs. 20 ft required by B-2 zoning standards, are reasonable and appropriate in the context of this site and a planned unit development, which can allow flexibility on these standards.
- c. Conditions of approval related to maintenance of landscaping, site lighting and other site features are reasonable and necessary to preserve the character of the area.
- d. Adherence to the city's engineering standards is reasonable and necessary to promote orderly development in the city.
- e. The project as revised per these conditions meets the purpose and intent of the PUD standards in 156.043.

Motion made by Brett Freese and seconded by Arla Johnson to accept the PUD, Recommendations and Findings of Fact as presented. The motion carried.

6. New Business.

- a. The Planning Commission still has a vacancy. Tammy asked that any names of prospective members be given to her.

Having no further business a motion was made by Arla Johnson and seconded by Pam Novak to adjourn. The motion carried. Meeting adjourned at 6:27 p.m.

Respectfully Submitted,

Pam Novak

CITY OF MILACA

The City of Milaca Planning Commission will hold a Public Hearing on Monday, August 14, 2023, at 6:00 p.m. at the Milaca City Hall, at 255 1st St E, in the council room to consider rezoning from an R-1 Single Family Residential to an R-2 1 and 2 Family Residential.

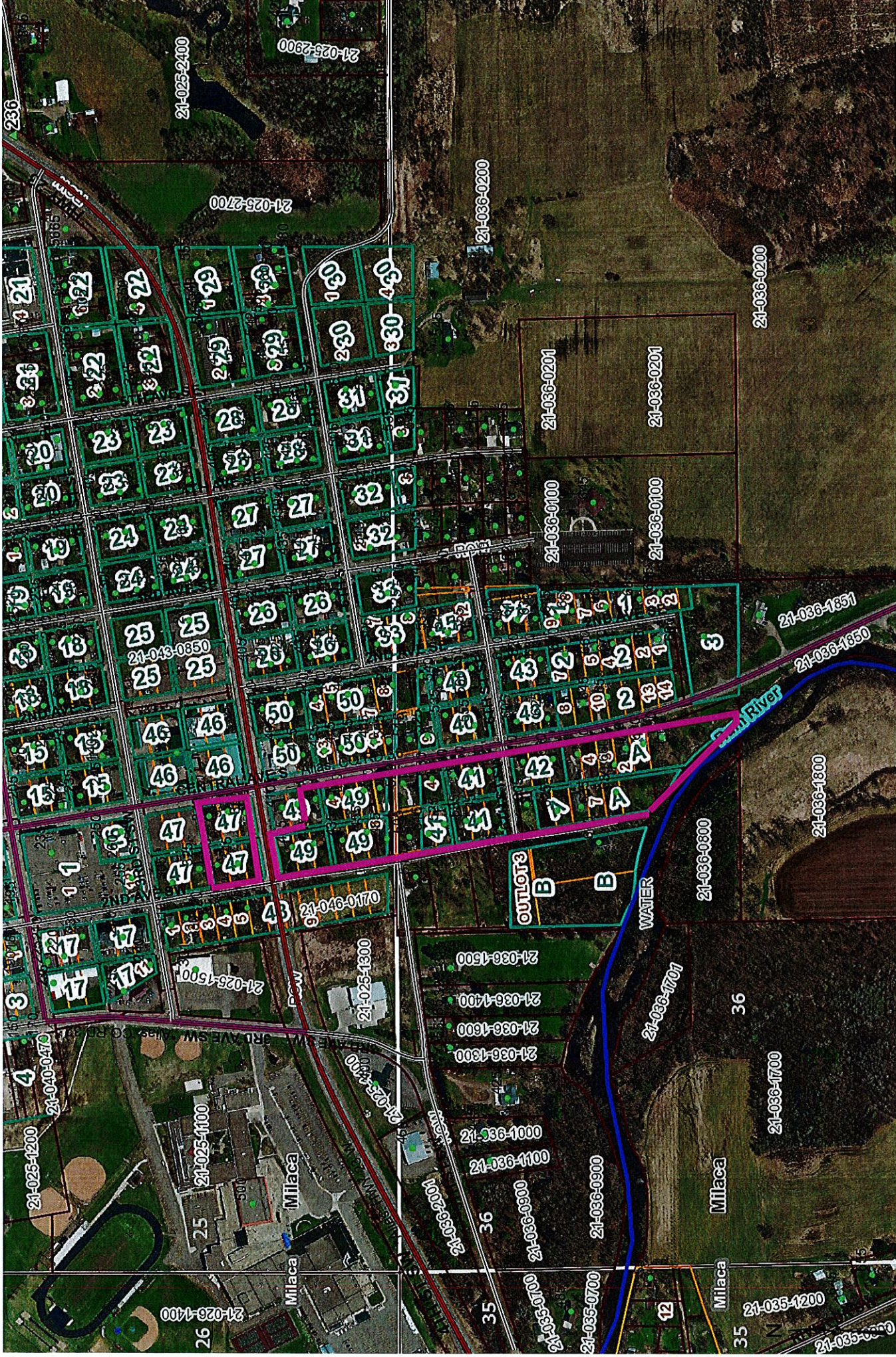
The property is legally described as:

Lots 7-9	Block 47	Fifth Addition
Lots 4-6	Block 48	Fifth Addition
Lots 3-13	Block 49	Fifth Addition
Lots 1-12	Block 41	Flink's Addition
Lots 1-3	Block 42	Flink's Addition
Outlots A & B	Block 41	Flink's Second Addition
Lots 1-10	Block A	Magnuson Addition
Outlots 1 & 2	Block A	Flink's Second Addition

You may voice your opposition or support by attending this meeting or by mailing a letter to: City of Milaca, 255 1st St E, Milaca MN 56353. All letters must be signed or they will not be accepted and letters must be received at city hall by August 17, 2023. If you have any questions, please call City Hall at 320-983-3141.

Thank you,

Tammy Pfaff
City Manager
City of Milaca



These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

Date: 7/28/2023

This map is not a substitute for accurate field surveys or for locating actual property lines and any adjacent features.

CITY OF MILACA

The City of Milaca Planning Commission will hold a Public Hearing on Monday, August 14, 2023, at 6:00 p.m. at the Milaca City Hall, at 255 1st St E, in the council room to consider an amendment to Zoning Code 157.037(B) Building Height Maximum in R-3 Multiple Family Residential District from 3 stories or 35 feet, whichever is the lesser to 3 stories or 40 feet, whichever is the lesser.

You may voice your opposition or support by attending this meeting or by mailing a letter to: City of Milaca, 255 1st St E, Milaca MN 56353. All letters must be signed or they will not be accepted and letters must be received at city hall by August 14, 2023. If you have any questions, please contact city hall 320-983-3141.

Thank you,

Tammy Pfaff
City Manager
City of Milaca

(11) Accessory structures larger and/or taller than the principal building.
 (Ord. 134/94, passed 3-24-94; Am. Ord. 99-2, passed 7-15-99; Am. Ord. 332, passed 1-16-03; Am. Ord. 453, passed 7-18-19; Am. Ord. 483, passed 6-16-21)

§ 156.037 R-3, MULTIPLE FAMILY RESIDENTIAL HIGH DENSITY DISTRICT.

(A) *Purpose.* The purpose of the R-3 Multiple Family Residential District is to provide for high density housing where public sewer and water service can be provided.

(B) *Minimum requirements.*

<i>Requirement</i>	<i>Condition</i>	<i>Type of Dwelling</i>	<i>Dimension</i>
Building, area			See table in § 156.060
Building height, maximum			3 stories or 35 ft., whichever is the lesser
Lot, minimum area		Two family residence	10,000 sq. ft.
		Townhouse	4,000 sq. ft. per unit
	Multiple family structure	Efficiency	2,000 sq. ft.
	Multiple family structure	One bedroom	2,000 sq. ft.
	Multiple family structure	Two or more bedrooms	3,000 sq. ft.
Lot, minimum width	From structures with more than one dwelling		100 ft.
Front yard, minimum			30 ft.
Rear yard, minimum			25 ft. or 25% of lot depth, whichever is the lesser
Side yard, minimum	Interior lot		15 ft.
	Corner lot		30 ft.

