

Meeting Announcement and Agenda of the Cambridge Planning Commission City Hall Council Chambers Regular Meeting, Tuesday, April 4, 2017, **7:00 pm**

Members of the audience are encouraged to follow the agenda. When addressing the Commission, please state your name and address for the official record.

	AGENDA AGENDA
1.	Call to Order and Pledge of Allegiance
2.	Approval of Agenda (p. 1)
3.	Approval of Minutes A. March 7, 2017 Regular Meeting (p. 3)
4.	Public Comment: For items not on the agenda; speakers may not exceed 5 minutes each.
5.	New Business A. PUBLIC HEARING - A request by Miksic Realty, for a Preliminary Plat of Cortec Addition (p. 7)
	B . A request by Miksic Realty, for a Final Plat of Cortec Addition (p. 13)
6.	Other Business/Miscellaneous A. City Council Update B. Parks, Trails, and Recreation Commission (PTRC) Update
7.	Adjourn

Notice to the hearing impaired: Upon request to City staff, assisted hearing devices are available for public use.

Accommodations for wheelchair access, Braille, large print, etc. can be made by calling City Hall at 763-689-3211 at least three days prior to the meeting.

PLANNING COMMISSION MEETING MINUTES

Tuesday, March 7, 2017

Pursuant to due call and notice thereof, a regular meeting of the Cambridge Planning Commission was held at Cambridge City Hall, 300 – 3rd Avenue NE, Cambridge, Minnesota.

Members Present: Chad Struss, Brandon Grell, Julie Immel, Mike Stylski, and Kersten

Conley (City Council Representative)

Members Absent: Bob Erickson (Excused) and Robert Nelson (Excused)

Staff Present: Marcia Westover, Community Development Director/City Planner

CALL TO ORDER and PLEDGE OF ALLEGIANCE

Westover called the meeting to order at 7:00 pm and led the Commission in the Pledge of Allegiance.

ORGANIZATIONAL MEETING

Council's Appointment of Julie Immel, Brandon Grell, and Mike Stylski for 3-year terms

Westover welcomed Julie Immel, Brandon Grell, and Mike Stylski as new members of the Planning Commission for a three-year term. City Council voted to appoint these three applicants and Westover thanked them for their interest and future service to the Commission.

Election of Chairperson, Vice Chairperson, and Secretary

Westover opened the floor for nominations for Chairperson. Immel nominated Struss. Struss declined. Conley nominated Stylski for the Planning Commission Chairperson. Stylski accepted the nomination. No other nominations were received. The Commission confirmed Stylski as the Planning Commission Chairperson.

Westover opened the floor for nominations for Vice Chairperson. Styliski nominated Struss for the Planning Commission Vice Chairperson. Struss accepted the nomination. No other nominations were received. The Commission confirmed Struss as the Planning Commission Vice Chairperson.

The Commission confirmed Westover as the Planning Commission Secretary.

APPROVAL OF AGENDA

Grell moved, seconded by Conley to approve the agenda as presented. The motion carried 5/0.

APPROVAL OF MINUTES

December 6, 2016 Regular Meeting Minutes

Struss moved, seconded by Stylski to approve the December 6, 2016 meeting minutes as presented. Motion carried 5/0.

PUBLIC COMMENT

Stylski opened the public comment period at 7:04 pm and without comments, closed the public comment period at 7:05 pm.

NEW BUSINESS

Public Hearing: Rezoning of Proposed Annexation of parcel 03.033.0600 (Cambridge Township) along 16th Ave SE

Westover stated a public hearing has not been held for the rezoning of 1100 16th Ave SE. The October 4, 2016 public hearing for rezoning of proposed annexed parcels was only for those properties in Isanti Township. This property is north of 16th Avenue SE and is in Cambridge Township. The City Council finalized and approved the annexation of this parcel with Ordinance No. 629 on December 5, 2016. The ordinance was submitted to and approved by the State of Minnesota Office of Administrative Hearings. The annexation became effective on January 13, 2017, and this property is now within the City of Cambridge. This property is recommended to be rezoned to R-3 Multiple Family Residence district to be consistent with adjacent properties. The surrounding areas to the north, south, east, and west are all residential in nature.

Stylski opened the public hearing period at 7:08 pm and without comments, closed the public hearing at 7:09 pm. Grell moved, seconded by Conley to make a motion to recommend the property north of 16th Ave SE as rezoned to R-3 Multiple Family Residence district. Motion carried 5/0.

Rezoning of Annexed Parcels along Main St. S. and 16th Ave SE (tabled from the October 4, 2016 Planning Commission meeting)

Westover stated a public hearing was held before the Cambridge Planning Commission for the rezoning request of properties in Isanti Township on October 4, 2016. The Planning Commission tabled the discussion until the City Council finalized the annexation ordinance. The City Council finalized and approved the annexation Ordinance No. 627 on October 17, 2016. In addition, the ordinance was submitted to

and approved by the State of Minnesota Office of Administrative Hearings. The annexations became effective on January 13, 2017, and the properties are now within the City of Cambridge.

Westover stated the properties along 16th Ave SE are recommended to be rezoned to R-1 One Family Residence district. The surrounding areas to the north, south, east, and west are all residential in nature. The properties along Main St. S. are recommended to be rezoned to B-2 Highway Business District (for the existing businesses) and B-T Business Transition district (for the existing residential properties). Since the area to the north is commercial, these properties would be best fit for a commercial land use designation to continue the business district that exists on the east side of Main St. S. According to the Comprehensive Plan, the B-T Business Transition district is intended to provide a transition from residential to commercial over a 50 to 100 year period of time.

Struss moved, seconded by Immel to recommend the properties along 16th Ave SE be rezoned to R-1 One Family Residence district and the properties along Main St. S. be rezoned to B-2 Highway Business district and B-T Business Transition district. Motion carried 5/0.

Review Planning Commission Member List Information

Westover distributed the member list to assure all information was correct and up to date.

2017 Schedule

Westover reviewed the 2017 meeting schedule.

Commission Bylaws

Westover stated the Bylaws were included in the packet and asked if there were any questions. There were none.

OTHER BUSINESS / MISCELLANEOUS

City Council Update

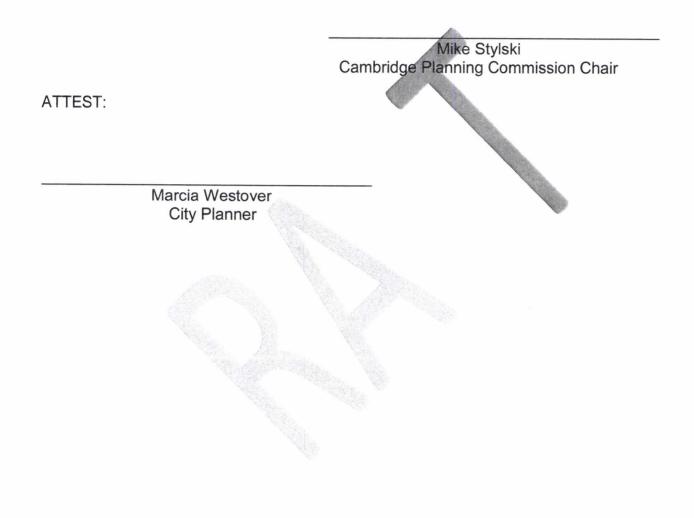
Conley updated the Commission on the previous City Council meeting.

Parks, Trails, and Recreation Commission Update

Westover updated the Commission on the last Parks, Trails, and Recreation Commission meeting.

ADJOURNMENT

Struss moved, seconded by Conley, to adjourn the meeting at 7:18 pm. The motion carried 5/0.



PUBLIC HEARING...PRELIMINARY PLAT...CORTEC ADDITION...

Request

Miksic Realty, LLC, 4119 White Bear Pkwy., St. Paul, MN 55110, is requesting approval of the Cortec Addition Preliminary Plat.

Zoning & Land Use

The future land use of the subject property is Industrial and the current zoning is I-3 General Industrial District. Properties to the north and east are zoned Industrial with a mix of Business Transitional zoning along 1st Ave E (Highway 95). The properties to the west across the railroad are zoned Commercial and the properties to the south across 1st Ave E. are zoned Industrial.

Background/Overview

Miksic Realty is the owner of Cortec. They have plans to expand their warehouse with an addition to the building on the north end of their property. Due to the complexity of their existing property lines, they have requested to plat their property.

Miksic Realty currently owns four (4) separate parcels with long metes and bounds legal descriptions. Platting the property will combine all of these parcels into one lot and block. The plat will remove the existing property lines allowing an addition to the north end of their building. The plat contains 4.2 acres.

A Site Plan Review application has been submitted to the City for review of their addition and site plan changes. City staff is currently in the Site Plan Review phase. A condition has been added to the approval of the plats that the Site Plan Review must be completed to the satisfaction of the City prior to a building permit being issued. The plat approval process is a separate matter from the Site Plan Review, however everything is being reviewed simultaneously, therefore a condition was added to assure the owner recognizes the needs of the City. The owner has been working diligently with staff to provide the information requested.

The plat is consistent with the Subdivision Ordinance, Chapter 155 of the City Code and the City's Comprehensive Plan. Specifically, Economic Development Goal #2, Policy #3, of the Comprehensive Plan states: Work with existing businesses that want to expand in Cambridge to develop funding packages, find suitable land and otherwise encourage their continued location in Cambridge.

Recommendation

Staff is supportive of the request provided the following conditions of approval are met:

1. The applicant has filed a Site Plan Review application with the City for site work and an addition to be done. The Site Plan Review must be completed to the satisfaction of the City prior to the building permit being issued.

- 2. The Final Plat must be recorded with the Isanti County Recorder's Office within 30 days of approval from the city.
- 3. A copy of the recorded final plat must be submitted to the City within 5 days of recording.

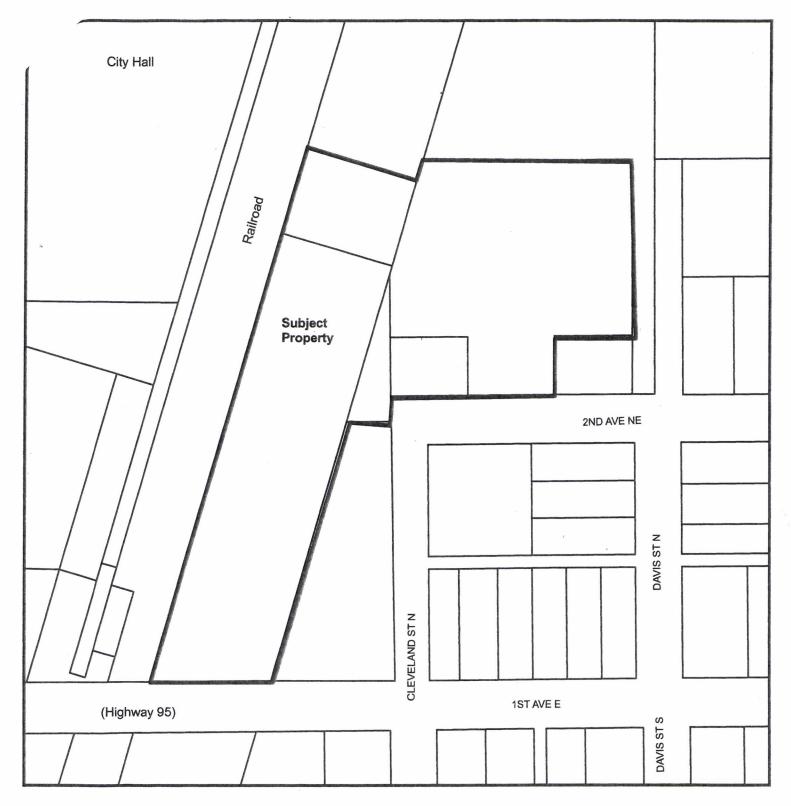
Planning Commission Action

Motion on the attached draft resolution, as may be modified by the Commission, recommending approval of the Cortec Addition Preliminary Plat provided the conditions as listed above are met.

Attachments

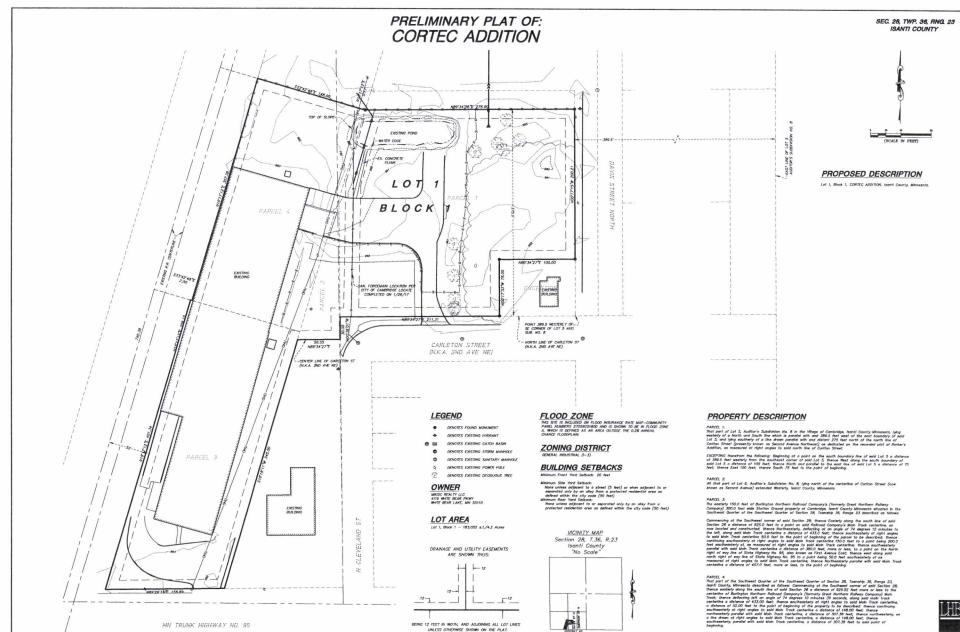
- 1. General Location Map
- 2. Preliminary Plat Application submittal
- 3. Draft Resolution

Cortec Addition Plat



Miksic Realty (Cortec) has requested a preliminary and final plat of their property. The plat will combine all of their properties into one lot. The existing properties are all described by long metes and bounds legal descriptions. The plat will create one lot and block in the Cortec Addition plat.







Resolution No. R17-021

RESOLUTION APPROVING A PRELIMINARY PLAT FOR CORTEC ADDITION (410 1ST Ave E)

WHEREAS, the owner, Miksic Realty, LLC, has requested approval of a Preliminary Plat on the following described property:

PARCEL 1:

That part of Lot 5, Auditor's Subdivision No. 8 in the Village of Cambridge, Isanti County Minnesota, lying westerly of a North and South line which is parallel with and 389.5 feet west of the east boundary of said Lot 5, and lying southerly of a line drawn parallel with and distant 275 feet north of the north line of Carlton Street (presently known as Second Avenue Northeast) as dedicated on the recorded plat of Barker's Addition, as measured at right angles to said north line of Carlton Street.

EXCEPTING therefrom the following: Beginning at a point on the south boundary line of said Lot 5 a distance of 389.5 feet westerly from the southeast corner of said Lot 5, thence West along the south boundary of said Lot 5 a distance of 100 feet; thence North and parallel to the east line of said Lot 5 a distance of 75 feet; thence East 100 feet; thence South 75 feet to the point of beginning.

PARCEL 2:

All that part of Lot 6, Auditor's Subdivision No. 8, lying north of the centerline of Carlton Street (now known as Second Avenue) extended Westerly, Isanti County, Minnesota.

PARCEL 3:

The easterly 150.0 feet of Burlington Northern Railroad Company's (formerly Great Northern Railway Company) 300.0 foot wide Station Ground property at Cambridge, Isanti County Minnesota situated in the Southwest Quarter of the Southwest Quarter of Section 28, Township 36, Range 23 described as follows:

Commencing at the Southwest corner of said Section 28; thence Easterly along the south line of said Section 28 a distance of 925.0 feet to a point on said Railroad Company's Main Track centerline, as now located and constructed; thence Northeasterly, deflecting at an angle of 74 degrees 12 minutes to the left, along said Main Track centerline a distance of 433.0 feet; thence southeasterly at right angles to said Main Track centerline 50.0 feet to the point of beginning of the parcel to be described; thence continuing southeasterly at right angles to said Main Track centerline 150.0 feet to a point being 200.0 feet southeasterly of, as measured at right angles to said Main Track centerline; thence southwesterly parallel with said Main Track centerline a distance of 380.0 feet, more or less, to a point on the North right of way line of State Highway No. 95, also known as First Avenue East; thence west along said north right of way line of State Highway No. 95 to a point being 50.0 feet southeasterly of as measured at right angles to said Main Track centerline; thence Northeasterly parallel with said Main Track centerline a distance of 407.0 feet, more or lees, to the point of beginning.

PARCEL 4:

That part of the Southwest Quarter of the Southwest Quarter of Section 28, Township 36, Range 23, Isanti County, Minnesota described as follows: Commencing at the Southwest corner of said Section 28; thence easterly along the south line of said Section 28 a distance of 929.92 feet more or less to the centerline of Burlington Northern Railroad Company's (formerly Great Northern Railway Company) Main Track; thence deflecting left an angle of 74 degrees 10 minutes 39 seconds, along said main track centerline a distance of 433.00 feet; thence southeasterly at right angles to said Main Track centerline, a distance of 52.00 feet to the point of beginning of the property to be described: thence continuing southeasterly at right angles to said Main Track centerline a distance of 148.00 feet; thence northwesterly parallel with said Main Track centerline, a distance of 307.38 feet; thence northwesterly, on a line drawn at right angles to said Main Track centerline, a distance of 148.00 feet; thence southwesterly, parallel with said Main Track centerline, a distance of 148.00 feet; thence southwesterly, parallel with said Main Track centerline, a distance of 148.00 feet; thence southwesterly, parallel with said Main Track centerline, a distance of 148.00 feet; thence southwesterly, parallel with said Main Track centerline, a distance of 148.00 feet; thence southwesterly, parallel with said Main Track centerline, a distance of 148.00 feet; thence southwesterly, parallel with said Main Track centerline, a distance of 148.00 feet; thence southwesterly, parallel with said Main Track centerline, a distance of 148.00 feet; thence southwesterly, parallel with said Main Track centerline, a distance of 148.00 feet; thence southwesterly, parallel with said Main Track centerline, a distance of 148.00 feet; thence southwesterly, parallel with said Main Track centerline, a distance of 148.00 feet; thence southwesterly, parallel with said Main Track centerline, a distance of 148.00 feet; thence southwesterly parallel with said Main Tra

WHEREAS, the Planning Commission of the city, on the 4th day of April, 2017, following proper notice, held a public hearing regarding the Cortec Addition Preliminary Plat request; and

WHEREAS, the Planning Commission recommended that the Cortec Addition Preliminary Plat be approved and brought forward to City Council for consideration, subject to the following conditions:

- 1. The applicant has filed a Site Plan Review application with the City for site work and an addition to be done. The Site Plan Review must be completed to the satisfaction of the City prior to the building permit being issued.
- 2. The Final Plat must be recorded with the Isanti County Recorder's Office within 30 days of approval from the city.
- 3. A copy of the recorded final plat must be submitted to the City within 5 days of recording.

WHEREAS, it is found that such plat is in compliance with the Cambridge Zoning Ordinance, Subdivision Ordinance, and Comprehensive Plan.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of Cambridge, Minnesota, hereby approves the Cortec Addition Preliminary Plat with the conditions as identified above.

Adopted this 17th day of April, 2017.

	Marlys A. Palmer, Mayor
ATTEST:	

Request

Miksic Realty, LLC, 4119 White Bear Pkwy., St. Paul, MN 55110, is requesting approval of the Cortec Addition Final Plat.

Background/Overview

Miksic Realty is the owner of Cortec. They have plans to expand their warehouse with an addition to the building on the north end of their property. Due to the complexity of their existing property lines, they have requested to plat their property. A preliminary plat request with more detailed information accompanies this request for Planning Commission review. Platting the property will combine their existing four (4) parcels described by metes and bounds legal descriptions into one lot and block. The plat contains 4.2 acres. Staff finds that the final plat is consistent with the preliminary plat. A preliminary plat and a final plat can be reviewed simultaneously when no new infrastructure is required.

Recommendation

Staff is supportive of the request provided the following conditions of approval are met:

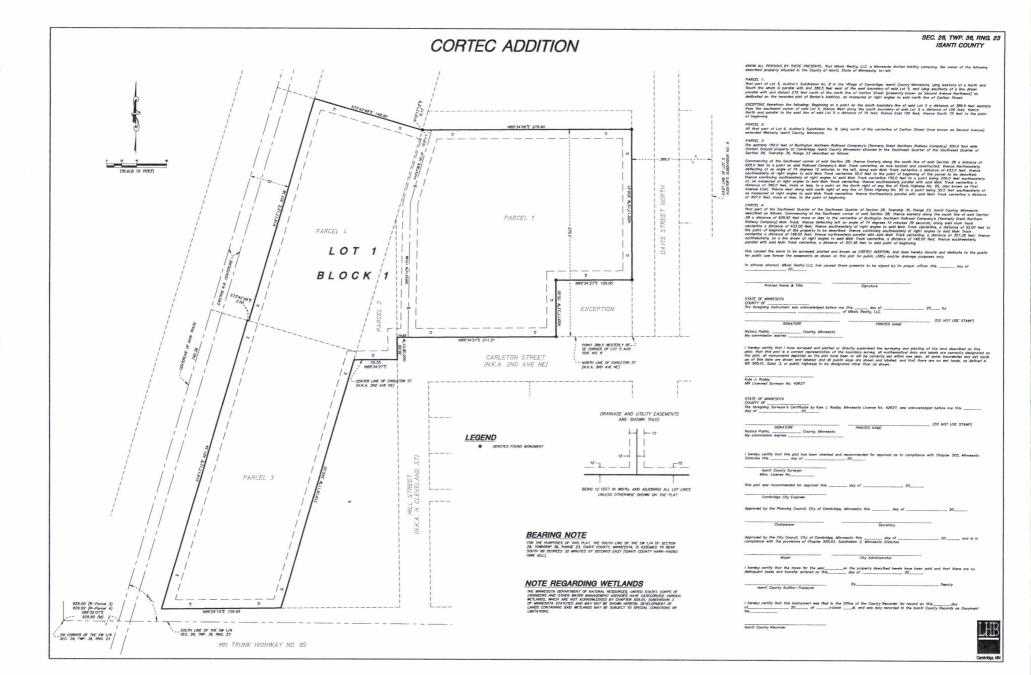
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Planning Commission Action

Motion on the attached draft resolution, as may be modified by the Commission, recommending approval of the Cortec Addition Final Plat provided the conditions as listed above are met.

Attachments

- 1. Final Plat Application submittal
- Draft Resolution



Resolution No. R17-020

RESOLUTION APPROVING A FINAL PLAT FOR CORTEC ADDITION (410 1ST Ave E)

WHEREAS, the owner, Miksic Realty, LLC, has requested approval of a Final Plat on the following described property:

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	Marlys A. Palmer, Mayor	
ATTEST:		
Lynda J. Woulfe, City Administrator		