
Meeting Announcement and Agenda of the Cambridge Planning Commission
City Hall Council Chambers
Regular Meeting, **WEDNESDAY**, January 2, 2019, **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

1. Call to Order and Pledge of Allegiance
2. Approval of Agenda (p. 1)
3. Approval of Minutes
 - A. November 7, 2018 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** - Rezoning 430 1st Ave E and 130 Cleveland St. N. from I-3 Zoning District to BT Zoning District (p.10)
 - B. **PUBLIC HEARING**-Interim Use Permit (extension) for River of Life Church, 150 birch St. N. (p.15)
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.

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**Cambridge Planning Commission Meeting Minutes
Wednesday, November 7, 2018**

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: Vice Chair Chad Struss, Julie Immel, Marisa Harder-Chapman, Arianna Weiler, and Jim Godfrey (City Council Representative).

Members Absent: Chair Mike Stylski (Excused) and Monte Dybvig (Excused).

Staff Present: Community Development Director Marcia Westover.

Call To Order and Pledge of Allegiance

Struss called the meeting to order at 7:02 pm and led the public in the Pledge of Allegiance.

Approval of Agenda

Harder-Chapman moved, seconded by Immel to approve the agenda. Motion carried unanimously.

Approval of Minutes

October 2, 2018 Regular Meeting Minutes

Immel moved, seconded by Weiler, to approve the October 2, 2018 meeting minutes. Motion carried unanimously.

Public Comment

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

New Business

***Public Hearing – Future Land Use Map Amendment (Sambatek)
Parkwood on the Lakes 3rd Addition (Outlot G) – PIN 151750070***

Westover stated Staff received a request by Sambatek, 12800 Whitewater Dr. #300, Minnetonka, MN 55343, to amend the Future Land Use Map from Low Density Residential to High Density Residential.

Westover stated the Future Land Use Map currently identifies this property as Low Density Residential (single family homes). The properties to the north, south, and west are all identified as high density residential (apartments, townhomes or some type of multi-family housing). The properties to the east are identified as low density residential.

Westover stated the general location of this property is south of 8th Avenue SE between Reagan Street S and Roosevelt Street S in the Parkwood on the Lakes area. The City has been working with Sambatek and INH on the construction of 9th Avenue SE. INH is the developer/property owner to the south of Sambatek's property. INH is in the process of building a new apartment complex for ages 55+ and will be constructing 9th Avenue SE as part of the project. During staff's discussions with Sambatek on sharing the costs of the construction of 9th Avenue SE, it was asked what the highest and best use is for Sambatek's property. Sambatek explained Isanti County will be assessing it at a higher value because of the multiple family properties surrounding it. It made sense for the owner to request a multiple family/high density designation at this time to coincide with the surrounding area.

A Planned Unit Development (PUD) was approved in 2003 that identified the Sambatek property and the nearby properties as low density, one family dwellings. In May of 2013, Council authorized reverting this area back to its original zoning due to the lack of substantial development not occurring within a reasonable time after the original PUD district was established; ten years had passed without development occurring. The area was put back to an R-1 one family zoning designation which removed it from the PUD classification. This action allowed future amendments to occur to the area with City approvals. Since 2013, other parcels in the area have changed to a multiple family designation.

Struss opened the public hearing at 7:07 pm.

Westover stated she received a phone call from Dave Erickson, 799 Taft St. S. who opposes apartments being built on this property and mentioned there are issues on 8th Ave SE with parking. Staff from Walker Levande park on the both sides of the street and this causes traffic concerns. Westover stated staff is aware of the issue and is trying to work with Walker Levander to have their staff park on one side of the street. Staff have also discussed the possibility of putting No Parking signs on the south side of the street.

Carol Norling, 2155 6th Lane SE, Cambridge, the President of the Board at East Terrace Coop, which is located across the street from the proposed building site, stated her concerns are the need for additional parking spaces due to the many senior living buildings in this area and parking on both sides of the street causing congestion and issues for snow removal.

Struss closed the public hearing at 7:10 pm.

Discussion ensued amongst the Commissioners regarding what kinds of property improvements would work best in low density versus high density residential areas. Godfrey confirmed that this does not mean only multistory apartment buildings could be allowed here.

Westover stated the owners of the Sambateck property do not have any specific plans for their property at this time; however, they have agreed to help build the street (9th Ave SE) since doing so now would help any future development on their site.

The Commission discussed a Conditional Use Permit (CUP) for the property; a CUP could be placed on multifamily dwellings in R-2 but if it is R-3, multiple family dwellings are permitted. Godfrey added that R-2 would be medium density development and any conditions could be specified.

The Commission discussed options for zoning designations as well as the Planned Unit Development (PUD) that was once in place on this property. Westover stated the City Council removed the PUD and rezoned it back to R-1 residential in 2013.

Struss asked whether the parking requirements would remain the same regardless of how the development is zoned. Westover stated apartment dwellings need two spaces per unit: 1 parking lot space and 1 garage space. However, senior living facilities have different parking requirements.

Immel asked if the issue of enough access for emergency vehicles along 9th Ave. S.E. had been resolved. Westover stated plans for building a full street along 9th Ave S.E. now that Sambatek is on board have been sorted out.

Godfrey asked what would be allowed if this parcel was zoned to R-2 instead of R-3. Westover stated R-2 zoning district could include twin homes, duplex homes, condos, but anything above two units would require a CUP.

Godfrey suggested that R-2 zoning would be the best use of this property, allowing many options.

Struss clarified that if a change was made to the future land use map to high density, which would allow changing the zoning map to R-2.

Westover clarified that the Commission is discussing both the Future Land Use Map amendment and the Zoning Map amendment at the same time, however they are separate public hearing items.

Godfrey suggested the following findings of facts to recommend an R-2 zoning district: (1) Traffic density would increase significantly, (2) Population density and sensible planning (number of people concentrated in one area) (3) consistent planning for existing neighborhood (being mindful of the single family and aesthetics of the neighborhood) and (4) Parking issues would be increased with the addition of another multifamily housing building.

Godfrey moved, seconded by Harder-Chapman, to amend the Future Land Use Map Amendment for Outlot G, Parkwood on the Lakes 3rd Addition (PIN: 151750070) from Low Density Residential to High Density Residential. Motion carried unanimously.

Public Hearing – Zoning Map Amendment (Sambatek)

Westover stated City staff received a request by Sambatek, 12800 Whitewater Dr. #300, Minnetonka, MN 55343, to amend the Zoning Map from R-1 One Family Residential to R-3 Multiple Family Residential.

Westover stated the Zoning Map currently identifies this property as R-1 One Family Residence zoning district. The properties to the north, south, and west are all identified as R-3 Multiple Family Residence zoning district. The properties to the east are identified as R-1 One Family zoning district.

Westover said the general location of this property is south of 8th Avenue SE between Reagan Street S and Roosevelt Street S in the Parkwood on the Lakes area. The purpose of this request is to rezone the Sambatek property to R-3 Multiple Family Residence district. The developer/owner has no plans at this time for development, but is planning for the future of the parcel.

Struss opened the public hearing at 7:29 pm.

Carol Norling, 2155 6th Lane SE, Cambridge, the President of the Board at East Terrace Coop, stated she is concerned about the parking issues in this area. East Terrace Coop has underground parking; however, when hosting a special event, the parking places are filled. Norling stated Walker Levande has no specified parking for their employees and there are multiple ambulance and police cars seen weekly in this area. Vehicles park on both sides of 8th Ave. S.E. which causes drivers to wait until vehicles pass before proceeding. Norling stated the new additional building needs to have adequate off street parking.

Struss closed the public hearing at 7:33 pm.

Immel suggested limiting parking to one side of street on 8th Ave S.E. by posting No Parking signs.

Westover stated staff is working with Walker Levande on the parking issue. Westover stated the City Council would make the decision to post No Parking signs along the street.

Godfrey moved, seconded by Weiler, to recommend the City approve the Zoning Map Amendment for Outlot G, Parkwood on the Lakes 3rd Addition (PIN: 151750070) from R-1 One Family Residence to R-2 Multiple Family Residence District with the findings previously discussed:

Godfrey suggested the following findings of facts to recommend an R-2 zoning district: (1) Traffic density would increase significantly, (2) Population density and sensible planning (number of people concentrated in one area) (3) consistent planning for existing neighborhood (being mindful of the single family and aesthetics of the neighborhood) and (4) Parking issues would be increased with the addition of another multifamily housing building.

Motion carried unanimously.

Public Hearing Cancelled – Planned Unit Development Amendment (Sambatek)

Westover stated staff inadvertently thought a Planned Unit Development amendment was needed, however found that this property has already been officially rezoned and ultimately removed from the Planned Unit Development (PUD) classification. Since the property was officially rezoned in 2013, no amendment and no public hearing is needed at this time.

Westover explained that a PUD was approved in 2003 that identified the Sambatek property and the nearby properties as low density, one family dwellings. In May of 2013, Council authorized reverting this area back to its original zoning due to the lack of substantial development not occurring within a reasonable time after the original PUD district was established; ten years had passed without development occurring. The area was put back to an R-1 one family zoning designation which removed it from the PUD classification. This action allowed future amendments to occur to the area with City approvals. Since 2013, other parcels in the area have changed to a multiple family designation.

Westover stated that no action is needed from the Planning Commission.

Public Hearing: Interim Use Permit for Retail, Service and Repair, and Fabrication in the I-3 Zoning District for RVS Performance LLC (430 1st Ave E)

Westover stated Mr. Ryan Scheler, owner of RVS Performance, intends to purchase the laundromat property, 430 1st Avenue E. Mr. Scheler would like to move his business from North Branch to Cambridge in this location. RVS Performance offers retail sales of power sports accessories and parts focusing mostly on ATVs and motorcycles. In addition, they offer service and repair to the vehicles along with limited custom fabrication of roll cages, bumpers, etc.

Westover stated the property, 430 1st Avenue E., is zoned I-3 General Industrial district. Retail sales and service/repair is not a permitted use in the I-3 district, however fabrication is permitted. Retail sales and service/repair requires an Interim Use Permit (IUP).

Westover explained this property/building is located next to Cortec which is a heavy industrial user. The building's location and size may not be sufficient for a heavy industrial user. Unless purchased by Cortec, the existing building may have little use in the I-3 zoning district; the existing use as a laundromat is non-conforming. The property is located adjacent to Highway 95 and near a Business Transitional zoning district. The properties abutting Highway 95 may be more subject to commercial and not industrial zoning and uses. The mixed use of industrial (fabrication) and commercial (retail sales, service/repair) makes sense for this existing building.

Westover stated an IUP is temporary unless the applicant/owner reapplies for an extension and obtains City approval. If the Planning Commission and Council find that the use is not compatible in this zoning district in the future, the Interim Use Permit may terminate. This allows the Planning Commission and Council to review periodically.

Westover stated if the Planning Commission recommends approval, there is a motion on the draft Resolution recommending Council approve the requested Interim Use Permit. If the Planning Commission recommends denial, Findings of Fact will need to be written in a Resolution and brought forward for Council consideration.

Westover stated she had heard from Commissioner Dybvig, who was unable to attend the meeting, who suggested possible rezoning of the area. Dybvig also had a question on the applicant's plans for expanding the fabrication business.

Discussion ensued on the possibility of rezoning the parcel and the history of the existing zoning designation. Westover stated the rezoning would need to come back to a future meeting.

Struss opened the public hearing at 7:42 pm.

Ryan Scheler, 6469 401st Street, North Branch, MN, the applicant and owner of RVS, stated he liked the idea of possibly changing the zoning from I-3 (Industrial) to BT (Business Transition) for his online retail, packing, shipping and service work business. Mr. Scheler stated fabrication amounts to only 1% of the business. He plans to refresh the laundromat building and turn it into garage space and shop areas. Mr. Scheler also has possible plans of keeping the car wash running initially which may bring existing customers in to see the updates and generate revenue during the remodeling phase if this fits the use requirements of the building. Mr. Scheler plans on doubling employment (from 5 people to 10 people) within 12 to 18 months.

Godfrey asked which zoning would benefit RVS Performance the best, BT or I-3? Mr. Scheler stated BT, Business Transition, would be the best.

Immel asked if the change in plans to keep using the car wash would affect this zoning of Business Transition.

Westover stated a car wash does require an interim use permit but, in this case, the carwash is already there and likely considered existing non-conforming. Westover stated she would need to consult the City Administrator or City Attorney to see if this would be considered existing nonconforming if changes to the rest of the building are being made.

Mr. Scheler stated there is already an existing customer base that uses the carwash to wash ATV, snowmobiles, etc., and they will schedule some service work, oil and filters to keep their machines running while they are there.

Immel stated this would be a good move to go to Business Transition but asked how could they approve the IUP without talking to the City Administrator or the City Attorney.

Westover said the resolution can be approved as-is, and if need be, the applicant can come back in if an Interim Use Permit is needed for the car wash.

Mr. Scheler agreed to this.

Struss closed the public hearing at 7:55 pm.

Westover noted that in the Interim Use Permit (IUP), there are five conditions including the number of years, parking plans needed and approved by the City, no outdoor storage allowed, all vehicle repairs shall be conducted inside the building and all other local, state and federal regulations must be met.

Godfrey asked if there is a rezoning, no conditions are needed.

Westover responded that is correct but the Commission needs to approve the IUP now so the applicant can move forward and the rezoning needs to be done at a future date. Westover stated once the rezoning is approved, the IUP is no longer needed.

Immel moved, seconded by Harder-Chapman, to recommend the Council approve the requested Interim Use Permit for Retail and Service and Repair in the I-3 Zoning District for RVS Performance LLC, including the five conditions noted on the Resolution. The motion carried unanimously. This will be on the Monday, November 19th City Council agenda at 6:00 p.m.

Other Business/Miscellaneous

City Council Update

Westover updated the Commission on the previous City Council meeting.

Parks, Trails, and Recreation Commission Update

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

Adjournment

Being no further business before the Commission, Godfrey moved, seconded by Immel, to adjourn the meeting at 8:02 pm. Motion carried unanimously.

Mike Stylski
Cambridge Planning Commissioner

ATTEST:

Marcia Westover
Community Development Director

**Item 5A Planning Commission
Rezoning 430 1st Ave E and 130 Cleveland St. N**

January 2, 2019

Prepared by: Marcia Westover

Background

On November 7, 2018, the Planning Commission discussed the Interim Use Permit request for RVS Performance located at 430 1st Avenue E. During the discussion, zoning and location of this property was discussed. If the property is rezoned, then an Interim Use Permit wouldn't be required for the retail sales and service.

The Planning Commission discussed that the property is adjacent to Highway 95 (1st Avenue E) and near an existing Business Transition zoning district. The properties abutting Highway 95 in this area are subject to redevelopment in the future and would be best suited for commercial (business) use. The Planning Commission ultimately recommended that rezoning be reviewed at a future date.

The attached map shows the existing zoning districts. The Polzin (Recycling) property is located in between 430 1st Ave E (RVS Performance) and the existing Business Transition district. The property at 130 Cleveland Street N needs to be rezoned along with 430 1st Avenue E to eliminate spot zoning.

This rezoning isn't required to take place. The owner of 430 1st Ave E can continue to request Interim Use Permit extensions to operate the business. Although, looking at future growth and the widening of 1st Ave E (Highway 95), the area may be best suited for future commercial development and a rezoning would make sense at this time. The Future Land Use Map identifies this area as commercial.

The owner of 130 Cleveland Street N is concerned that by rezoning the property, the taxes will be increased. I checked with Michelle Moen, Isanti County Assessor, and she explained that zoning does not affect the classification for tax purposes, so the taxes will not be raised because of rezoning.

Fiscal Note

There is no budgetary impact by approving a rezoning request.

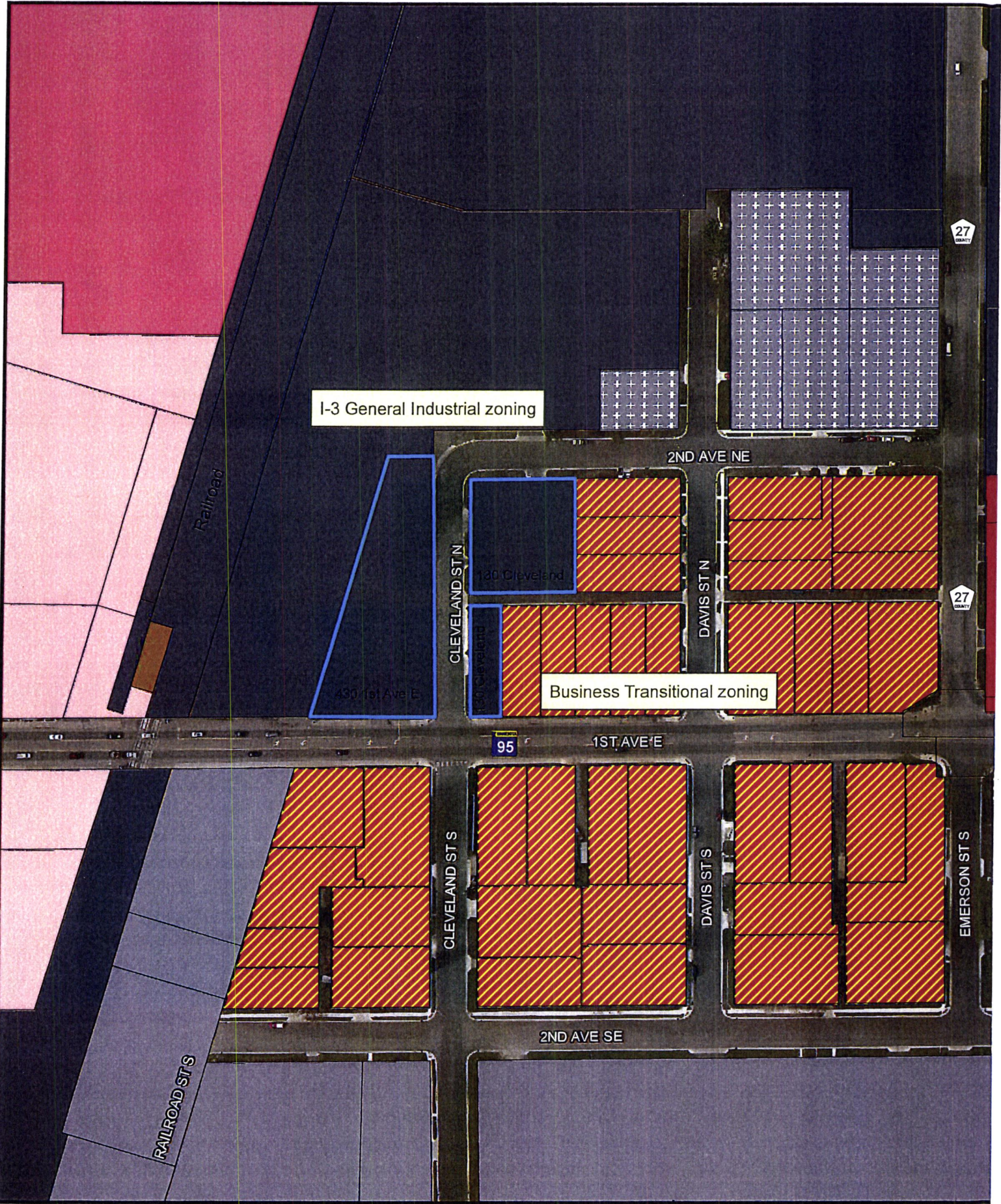
Planning Commission Action:

The Planning Commission should decide whether or not to recommend 430 1st Avenue E and 130 Cleveland Street N be rezoned to B-T Business Transition district.

If the Planning Commission recommends rezoning, a motion is needed to recommend City Council approve the attached Ordinance approving an amendment to the City's Zoning Map rezoning 430 1st Avenue E and 130 Cleveland Street N from I-3 General Industrial district to B-T Business Transition district.

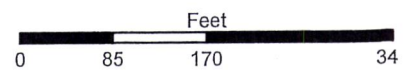
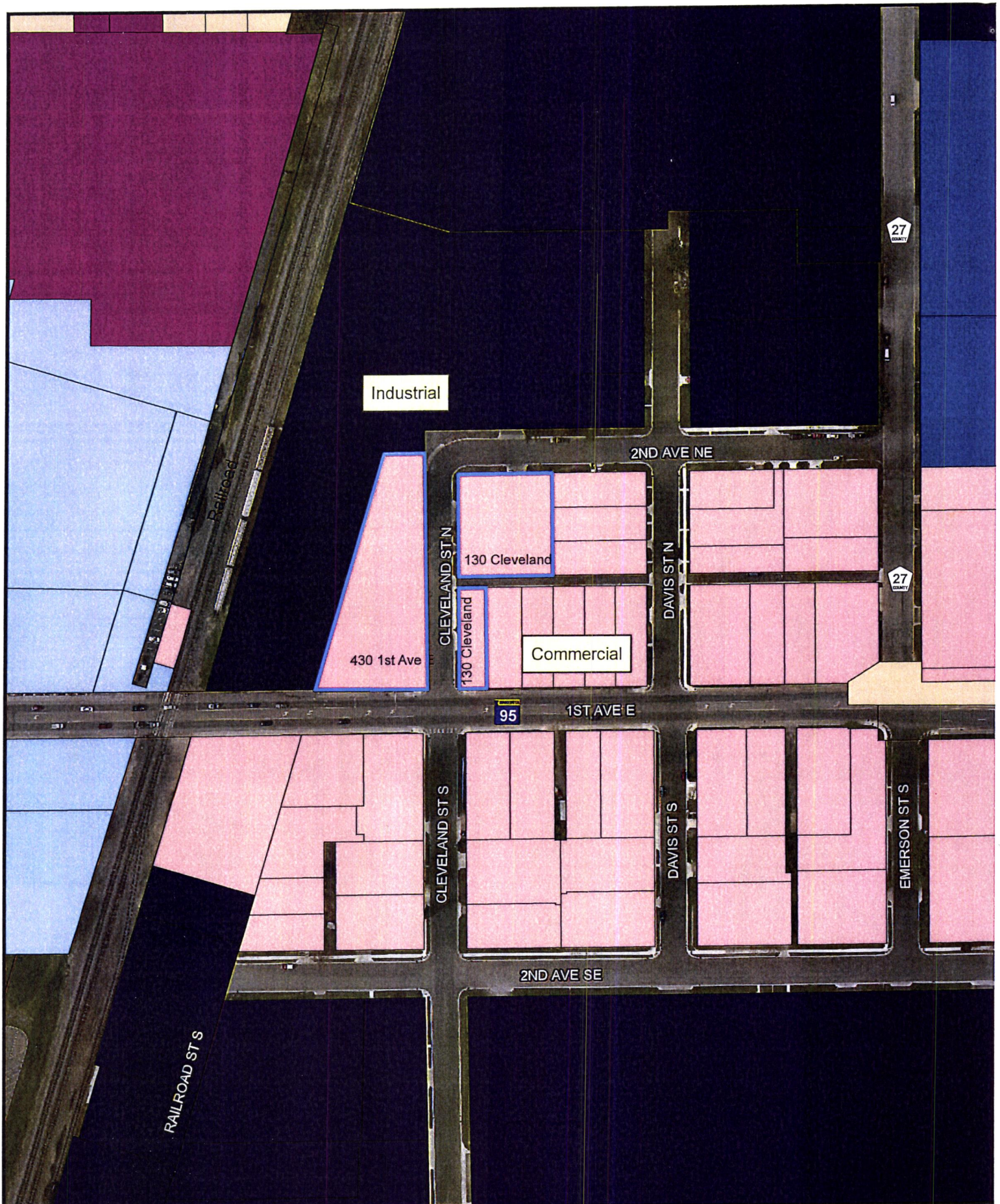
Attachments

1. Zoning Map
2. Future Land Use Map
3. Ordinance No. 685



I-3 General Industrial zoning

Business Transitional zoning



**City of Cambridge
ORDINANCE NO. 685**

*AN ORDINANCE Rezoning Certain Real Property from I-3 General Industrial District to BT
Business Transition District*

(RVS Performance-430 1st Ave E) (PIN: 15.041.0091)

And

(Polzin {Recycling}-130 Cleveland St. N.) (PIN: 15.044.0010)

WHEREAS, the tracts of land, hereinafter called the "tracts", lying and being in the City of Cambridge, County of Isanti and State of Minnesota, described as follows, to wit:

(PIN: 15.041.0091)

That part of Lot Six (6), Auditor's Subdivision No. Eight (8), in the Village of Cambridge, described by metes and bounds as follows:

Commencing at the Southeast corner of said Lot 6, thence running in a Northerly direction along the West line of Mill Street for a distance of 125 feet to the point of beginning; thence running in a Southerly direction along the West line of Mill Street for a distance of 125 feet, thence running West along the North line of State Street for a distance of 159 feet and 9 inches, thence running in a Northeasterly direction along the East line of the Great Northern Railway right-of-way for a distance of 167 feet and 8 inches, thence running in a Southeasterly direction to the point of beginning, there to terminate.

AND

(PIN: 15.044.0010)

Lots Ten (10), Eleven (11) and Twelve (12), Block One (1), Barker's Addition to the Village (now City) of Cambridge.

AND

The West 38.67 feet of Lot One (1), Block One (1), Barker's Addition to the Village (now City) of Cambridge.

WHEREAS, the City of Cambridge has requested the rezoning of the tracts to BT Business Transition district; and

WHEREAS, the Planning Department has made a report pertaining to such amendment request, a copy of which review has been presented to the City Council of the City; and

WHEREAS, the Planning Commission of the City, on the 2nd day of January, 2019, following proper notice, held and conducted a public hearing regarding the requested rezoning, following which hearing such Planning Commission adopted a recommendation that such rezoning be approved.

NOW, THEREFORE, the City Council of the City of Cambridge, Minnesota, ordains that the tracts described above are hereby amended to BT Business Transition district on the Zoning Map.

This ordinance shall become effective the day following publication of notice of its

adoption.

Adopted this 22nd day of January, 2019

Marlys A. Palmer, Mayor

ATTEST:

Lynda J. Woulfe, City Administrator

Date of Publication: January 31, 2019

Author: Carri Levitski

Background

River of Life Church was granted an Interim Use Permit (IUP) on January 21, 2014. Late this fall, I went through all the current Interim Use Permits (IUPs) and built a database in order to effectively track expiration dates for IUPs. During this project, I discovered that River of Life Church's IUP discontinued on January 21, 2018. We immediately sent out a letter to Pastor Mark Radeke and he filled out the application and promptly sent it and the application fee back to the City.

River of Life holds a Sunday Service at 10:15 am which averages 42 people each Sunday. They also hold a high school youth group Monday evenings from 7:30–9pm and the weekly attendance is around 16 people. On Wednesday evenings from 6:30–8pm there is a small group bible study where anywhere from 8–12 people attend. Saturday's from 7–8am there is a group of 8–10 men that attend a bible study. All weddings, funerals, or other special occasion meetings are scheduled in a manner that does not conflict with the other businesses located in Westside Commons Mall.

River of Life has had a positive relationship with the businesses in the mall since locating there in 2014. I have contacted the current tenants and none of them expressed concern with parking. The majority of the businesses in the mall operate Monday–Friday 8am–5pm. The only businesses that operate outside of those hours has minimal clients at a time. I have also checked with the owner of the property and he supports the request.

The purpose of an interim use is to allow a use that reasonably utilizes the property for a limited period of time or allow a use that is presently acceptable but with anticipated development or other changes will not be acceptable in the future. Interim use permits terminate upon a specific date, but can be extended upon re-application before the Planning Commission and City Council. A four (4) year interim use permit for River of Life Church is acceptable with the conditions included in the Resolution.

Fiscal Note

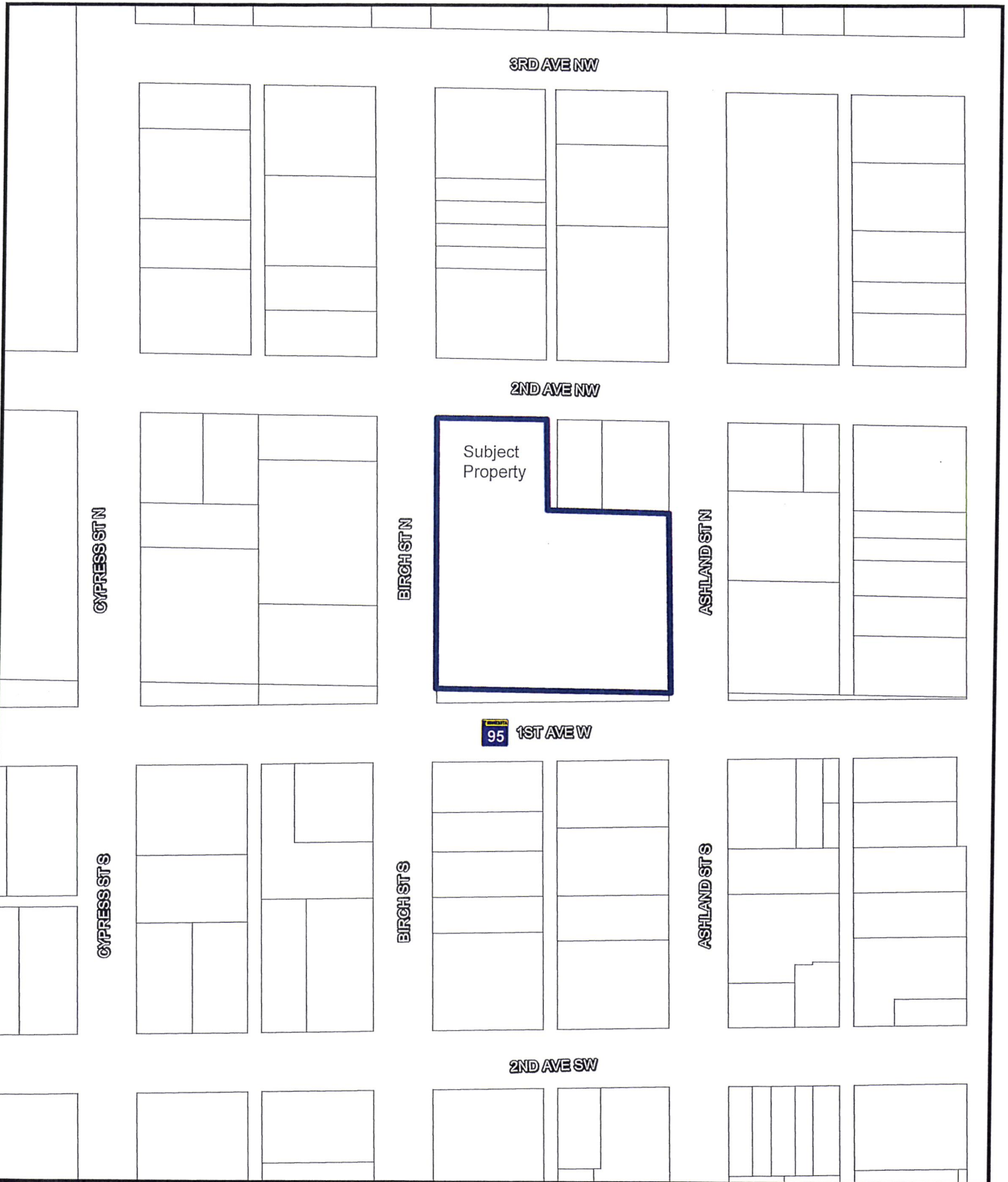
There is no budgetary impact by approving the Interim Use Permit.

Planning Commission Action:

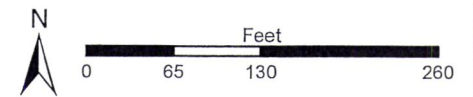
Motion to recommend City Council approve the attached draft resolution of the Interim Use Permit for a Place of Worship in the B-1 Downtown Business District at 150 Birch St. N. as long as the conditions listed on the Resolution are met.

Attachments

1. Subject Property
2. Resolution R19-XXX



River of Life Church is requesting to extend their Interim Use Permit to allow a Place of Worship in the B-1 Downtown Business District



This map is neither a legally recorded map nor a survey map and is not intended to be used as one. This map is a compilation of records, information, and data gathered from various sources and is to be used for reference purposes only. The City of Cambridge does not warrant that the GIS data used to prepare this map are error free, and the City of Cambridge does not represent that the GIS data can be used for navigational, tracking, or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. The user of this map acknowledges that the City of Cambridge shall not be liable for any damages which arise out of the user's access or use of data provided.

Resolution No. R19-XXX

**RESOLUTION APPROVING AN INTERIM USE PERMIT
RIVER OF LIFE CHURCH
TO ALLOW A PLACE OF WORSHIP IN THE B-1 ZONING DISTRICT
(SITE ADDRESS-150 BIRCH ST N)**

WHEREAS, River of Life Church, 150 Birch St. N., Cambridge, MN 55008, a representative for the property located at:

Lots 2-3 & 5-12 & part of a vacated alley in Section 29, Township 36, Range 23, Bunkers Addition, Isanti County, Minnesota

has applied for renewal of an Interim Use Permit to allow a place of worship in the B-1 zoning district; and

WHEREAS, The Planning Agency of the City has completed a review of the application and made a report pertaining to said request, a copy of which has been presented to the City Council; and

WHEREAS, The Planning Commission of the City, on the 2nd day of January, 2019, following proper notice, held a public hearing to review the request and adopted a recommendation that the Interim Use Permit be approved; and

WHEREAS, the City Council, on the 22nd day of January, 2019, reviewed the Planning Commission's recommendation and the information prepared by the Planning Agency of the City and finds that the proposed Interim Use is compatible with the City's Comprehensive Plan.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of Cambridge, Minnesota, approves the Interim Use Permit to allow a place of worship in the B-1 zoning district at the location listed above, upon satisfying the conditions listed below:

1. The Interim Use for the Place of Worship shall only be used by River of Life Church and shall discontinue after four years from the date of approval (January 22, 2023).
2. River of Life Church shall work with the owner and other tenants in the buildings at all times to assure parking demands for all tenants are met.
3. If parking demand exceeds the parking provided, the interim use shall cease.
4. If traffic congestion, noise, or any other complaints are received, the City Council shall review the Interim Use Permit and determine if the use shall cease.

Adopted by the Cambridge City Council
This 22nd day of January, 2019

Marlys A. Palmer, Mayor

ATTEST:

Lynda J. Woulfe, City Administrator