

CRYSTAL PLANNING COMMISSION DETAILED AGENDA

Monday, May 11, 2015 at 7:00 p.m.

Council Chambers, Crystal City Hall

*Commissioners, please call 763.531.1142 or
email john.sutter@crystalmn.gov if unable to attend*

** Items for which supporting materials are included in the meeting packet*

A. CALL TO ORDER

The regular meeting of the Crystal Planning Commission convened at _____ p.m. with the following members present:

<input type="checkbox"/> Commissioner (Ward 1) Sears [Secretary]	<input type="checkbox"/> Commissioner (Ward 2) Selton	<input type="checkbox"/> Commissioner (Ward 4) Einfeldt-Brown
<input type="checkbox"/> Commissioner (Ward 1) Heigel [Chair]	<input type="checkbox"/> Commissioner (Ward 3) VonRueden	<input type="checkbox"/> Commissioner (Ward 4) Johnson [Vice Chair]
<input type="checkbox"/> Commissioner (Ward 2) Erickson	<input type="checkbox"/> Commissioner (Ward 3) Buck	<input type="checkbox"/> Commissioner (At-Large) Strand

B. APPROVAL OF MINUTES *

Moved by _____ and seconded by _____ to approve the minutes of the April 13, 2015 regular meeting with the following exceptions:

Motion carried.

C. PUBLIC HEARINGS

1. Consider Application 2015-4 for lot division and combination at 3701-3709-3717 Vera Cruz Avenue North to create two 120-foot-wide lots for construction of two family dwellings on each lot *

Staff presented the following:

The following were heard:

Planning Commission discussion:

Moved by _____ and seconded by _____ to
(recommend approval) (recommend denial) (continue consideration) of
Application 2015-4 for lot division and combination at 3701-3709-3717 Vera Cruz
Avenue North to create two 120-foot-wide lots for construction of two family
dwellings on each lot.

Motion carried.

D. GENERAL INFORMATION

1. April 21 City Council actions on previous Planning Commission items:
 - Approved a conditional use permit and setback variance for North Suburban Towing to relocate or expand to 5124-5128 Hanson Court
 - Approved the plat of Crystal Economic Development Authority Seventh Addition at 4724 Lakeland Avenue North
2. Updated plat of Gaulke Pond Homes to be considered by the Council in May
3. Letter to Metropolitan Council regarding updated 2040 forecasts *
4. Staff preview of likely agenda items for Monday, June 8, 2015 meeting

E. OPEN FORUM

F. ADJOURNMENT

Moved by _____ and seconded by _____ to adjourn.

Motion carried.

The meeting adjourned at _____ p.m.

CRYSTAL PLANNING COMMISSION MINUTES

Monday, April 21, 2015 at 7:00 p.m.

Council Chambers, Crystal City Hall

A. CALL TO ORDER

The regular meeting of the Crystal Planning Commission convened at 7 p.m. with the following members present:

X Commissioner (Ward 1) Sears [Secretary]	X Commissioner (Ward 2) Selton	X Commissioner (Ward 4) Einfeldt-Brown
X Commissioner (Ward 1) Heigel [Chair]	X Commissioner (Ward 3) VonRueden	X Commissioner (Ward 4) Johnson [Vice Chair]
X Commissioner (Ward 2) Erickson	X Commissioner (Ward 3) Buck	X Commissioner (At- Large) Strand

Also attending were staff members John Sutter and Gail Van Krevelen.

B. APPROVAL OF MINUTES

Moved by Commissioner Sears and seconded by Commissioner Buck to approve the minutes of the February 9, 2015 regular meeting with no exceptions.

Motion carried.

C. PUBLIC HEARINGS

1. Consider Application 2015-2 for a conditional use permit and setback variance for North Suburban Towing to relocate or expand to 5124-5128 Hanson Court.

Mr. Sutter explained that this was a two-part request, the first for a CUP to allow for storage of impounded vehicles and the second for a variance to allow expansion of the building. North Suburban Towing would like to extend the building along the south lot line, but due to a code change that altered the setback from 22' to 30', a variance is required.

Commissioner Strand questioned how long the buffer zone would be between the tracks and the building; Mr. Sutter stated it would be about 50 feet.

Commissioner Heigel asked about the fencing around the property and how much of the lot would be closed off. Mr. Sutter said everything on the site east of the building would be enclosed, except for a small area in front for customer parking.

Commissioner Buck asked if there would be any light standards in fenced-in area. Mr. Sutter stated there were some lights on existing poles and the owner indicated he would be adding 2 more poles.

The following were heard:

No one spoke before the commission.

Moved by Commissioner Selton and seconded by Commissioner Sears to recommend approval of Application 2015-2 for a conditional use permit and setback variance for North Suburban Towing to relocate or expand to 5124-5128 Hanson Court.

Motion carried.

2. Consider Application 2015-3 for the plat of Crystal Economic Development Authority Seventh Addition at 4724 Lakeland Avenue North.

Mr. Sutter said that this was a leftover parcel from the Bottineau Boulevard reconstruction. The house had been demolished and the EDA purchased it from Hennepin County.

Before the EDA resells the lot, they negotiated sales of the outlots to the abutting owners on Regent to clean up encroachments, move the lot lines to a more logical location, and allow the owners to extend their back yards. The EDA lot would still meet all codes and still be a viable lot.

Commissioner Heigel asked about the shed shown in the drawing, Mr. Sutter said that the city tore down the shed per the 4725 Regent owner's request.

The following were heard:

No one spoke before the commission.

Moved by Commissioner Einfeldt-Brown and seconded by Commissioner Buck to recommend approval of Application 2015-3 for the plat of Crystal Economic Development Authority Seventh Addition at 4724 Lakeland Avenue North.

Motion carried.

D. GENERAL INFORMATION

1. City Council actions on previous Planning Commission items:
 - March 3, 2015: Adopted a zoning ordinance text amendment allowing impound lots in limited locations in the I-1 district by conditional use permit
2. Staff preview of likely agenda items for Monday, May 11, 2015 meeting

Mr. Sutter said nothing has been received as of yet.

3. Quarterly Development Status Report

When asked about the status of the Gaulke property, Mr. Sutter said that the developer is preparing grading plans and has decided to renovate the existing house and make the new lots somewhat narrower. This will allow more of the oak trees to remain. There will be 14 new house lots; a final plan is expected in the next month or two.

Commissioner Selton said that he had heard that when Douglas Drive was reconstructed, some of the fill was placed on the Gaulke property. He asked whether there were any concerns about the fill. Mr. Sutter said that it is up to the developer and the builders to do their due diligence and to do soil borings if needed.

Commissioner Heigel asked about 3122 Douglas Dr. North and whether the location of the walking path changed. Mr. Sutter said that it was approximately 1/8 of a mile north at 32nd.

Commissioner Selton questioned how high a pile of dirt can be when a property is being graded. Mr. Sutter stated that there isn't an explicit height, but would be concerned about runoff.

Commissioner Einfeldt-Brown asked about the Hennepin County lot just east of 6000 Bass Lake Road. Mr. Sutter said the city has made an offer but hasn't heard back yet.

Commissioner Johnson asked how the search for the new city planner was going. Mr. Sutter said that they hope to make an offer soon.

E. OPEN FORUM

No one spoke before the commission.

F. ADJOURNMENT

Moved by Commissioner Strand and seconded by Commissioner Selton to adjourn.

Motion carried.

The meeting adjourned at 7:35 p.m.

MEMORANDUM

DATE: May 6, 2015

TO: Planning Commission (May 11, 2015 meeting)

FROM: John Sutter, Community Development Director 

SUBJECT: Public Hearing: Application 2015-04 for lot division and combination at 3701-3709-3717 Vera Cruz Avenue North to create two 120-foot-wide lots for construction of two family dwellings on each lot

A. BACKGROUND

The subject property is three contiguous platted lots addressed as 3701, 3709 and 3717 Vera Cruz Avenue North. Each lot is 80 feet wide for a total width of 240 feet and a total area of 30,720 sq. ft. (0.71 acres).

The owner proposes to divide the middle lot (3709 Vera Cruz Avenue North) in half, and then combine each half with the respective adjacent lot. The end result would be two 120-foot-wide lots, each containing approximately 15,360 sq. ft.

Notice of the Planning Commission's May 11 public hearing was mailed to property owners within 350 feet and published in the Sun Post on April 30. No comments have been received.

The following Exhibits are attached:

- A. Proposed resolution
- B. Applicant's narrative
- C. Mark-up of 2012 aerial photo showing new lot line
- D. Mark-up of survey showing new lot line and proposed demolitions
- E. Survey (11"x17")

B. STAFF COMMENTS

After the realignment of the rear lot line, the parcels would be as follows:

ADDRESS	CURRENT DIMENSIONS	PROPOSED DIMENSIONS
3701 Vera Cruz	80 x 128 = 10,240 sq. ft.	120.01 x 128 = 15,361 sq. ft.
3709 Vera Cruz	80 x 128 = 10,240 sq. ft.	N/A (eliminated)
3717 Vera Cruz	80 x 128 = 10,240 sq. ft.	119.99 x 128 = 15,359 sq. ft.

Each of the resulting 120-foot-wide lots would conform to the minimum lot dimensions required for two family dwellings in the R-1 district: 100 feet wide and 15,000 sq. ft. in area. The applicant proposes to demolish the three existing houses and build a new two-family dwelling on each lot. Two-family dwellings are often called twin homes, duplexes or double bungalows.

The proposed lot division and combination would not create any nonconformities to the city's setback, lot coverage or related zoning requirements, provided that the owner demolishes the building currently located on the lot being divided (3709). This must occur before the lot division resolution is recorded so that the new lot line does not pass through any building.

Water and sewer connections and curb cut locations will need to be resolved with the city's Public Works Department, but this will occur at a later time when the building plans are submitted prior to issuance of building permits.

Private utilities are located on the west side of the platted (but unimproved) alley and are not affected by the proposed lot division and combination. City code requires that service lines to the new buildings be underground, and that is standard practice in new construction.

Park dedication is not required because the number of parcels is not increasing.

C. STAFF RECOMMENDATION

Approve the requested lot division and combination at 3701-3709-3717 Vera Cruz Avenue North subject to the following conditions of approval:

1. Prior to the resolution being recorded, the owner shall demolish the building presently addressed as 3709 Vera Cruz Avenue North.
2. Water and sewer connections and curb cut locations shall be resolved with the city's Public Works Department prior to issuance of permits for construction.
3. All utility service lines to any new buildings shall be underground.

Planning Commission action is requested in the form of a recommendation to the City Council on the attached resolution.

The City Council would consider the Planning Commission's recommendation at its meeting on May 19.

RESOLUTION NO. _____

RESOLUTION APPROVING LOT DIVISION AND COMBINATION

3701 - 3709 - 3717 VERA CRUZ AVENUE NORTH

WHEREAS, James R. Truax and Truax Real Estate LLC (“Truax”) owns real property in the city of Crystal, addressed as 3717, 3709 and 3701 Vera Cruz Avenue North, and respectively legally described as Lots 3, 4 and 5, Block 2, L.B. Berglund’s Addition according to the recorded plat thereof, Hennepin County, Minnesota; and

WHEREAS, Truax desires to divide 3709 Vera Cruz Avenue North into two parcels legally described as the north 39.99 feet of Lot 4, Block 2, L.B. Berglund’s Addition according to the recorded plat thereof, Hennepin County, Minnesota (“Northerly Divided Property”), and that part of Lot 4, Block 2, L.B. Berglund’s Addition according to the recorded plat thereof, Hennepin County, Minnesota which lies southerly of the north 39.99 feet thereof (“Southerly Divided Property”); and

WHEREAS, Truax desires to combine the Northerly Divided Property with 3717 Vera Cruz Avenue North legally described as Lot 3, Block 2, L.B. Berglund’s Addition according to the recorded plat thereof, Hennepin County, Minnesota; and

WHEREAS, Truax desires to combine the Southerly Divided Property with 3701 Vera Cruz Avenue North legally described as Lot 5, Block 2, L.B. Berglund’s Addition according to the recorded plat thereof, Hennepin County, Minnesota; and

WHEREAS, to that end, Truax has submitted an application for Lot Division and Combination pursuant to Section 505 of Crystal City Code; and

WHEREAS, the city finds that the application may be approved in conformance with city code.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CRYSTAL, MINNESOTA:

1. The Council hereby approves the division of Lot 4, Block 2, L.B. Berglund’s Addition according to the recorded plat thereof, Hennepin County, Minnesota into parcels legally described as follows:

The North 39.99 feet of Lot 4, Block 2, L.B. Berglund’s Addition according to the recorded plat thereof, Hennepin County, Minnesota.

That part of Lot 4, Block 2, L.B. Berglund’s Addition according to the recorded plat thereof, Hennepin County, Minnesota which lies southerly of the north 39.99 feet thereof.

2. The Council hereby approves the combination of the North 39.99 feet of Lot 4, Block 2, L.B. Berglund's Addition according to the recorded plat thereof, Hennepin County, Minnesota with Lot 3, Block 2, L.B. Berglund's Addition according to the recorded plat thereof, Hennepin County, Minnesota.
3. The Council hereby approves the combination of that part of Lot 4, Block 2, L.B. Berglund's Addition according to the recorded plat thereof, Hennepin County, Minnesota which lies southerly of the north 39.99 feet thereof with Lot 5, Block 2, L.B. Berglund's Addition according to the recorded plat thereof, Hennepin County, Minnesota.
4. The Council declares that these approvals are subject to the following conditions of approval:
 - a) Prior to this resolution being recorded, the owner shall demolish the building presently addressed as 3709 Vera Cruz Avenue North.
 - b) Water and sewer connections and curb cut locations shall be resolved with the city's Public Works Department prior to issuance of permits for construction of new buildings.
 - c) All utility service lines to any new buildings shall be underground.

Adopted by the Crystal City Council this _____ day of _____, 20__.

Jim Adams, Mayor

ATTEST:

Chrissy Serres, City Clerk

THIS INSTRUMENT DRAFTED BY:
City of Crystal
4141 Douglas Dr N
Crystal MN 55422

JAMES R. TRUAX
3717 Vera Cruz Avenue
Crystal, Minnesota 55422

Attn: John Sutter
City of Crystal
4141 Douglas Drive
Crystal, Minnesota 55422

SUBJECT: Application for Special Land Use Action

Type of Application: Lot Division/Realignment of Lot Lines

**Attachment # 6: Lot division in order to increase size of adjoining lots to accommodate duplexes
or twin homes.**

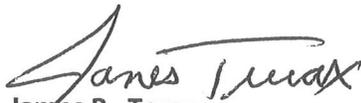
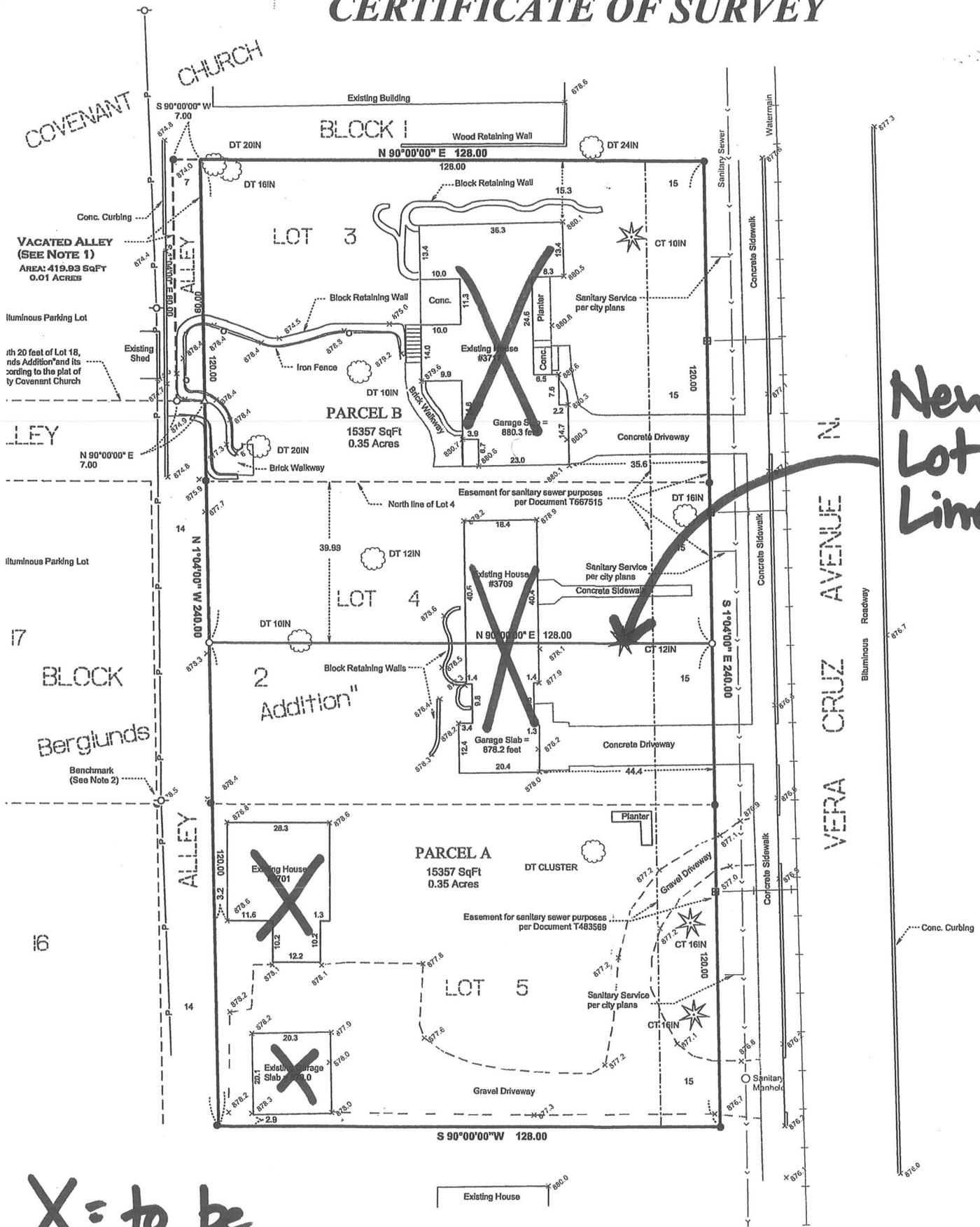

James R. Truax

EXHIBIT B



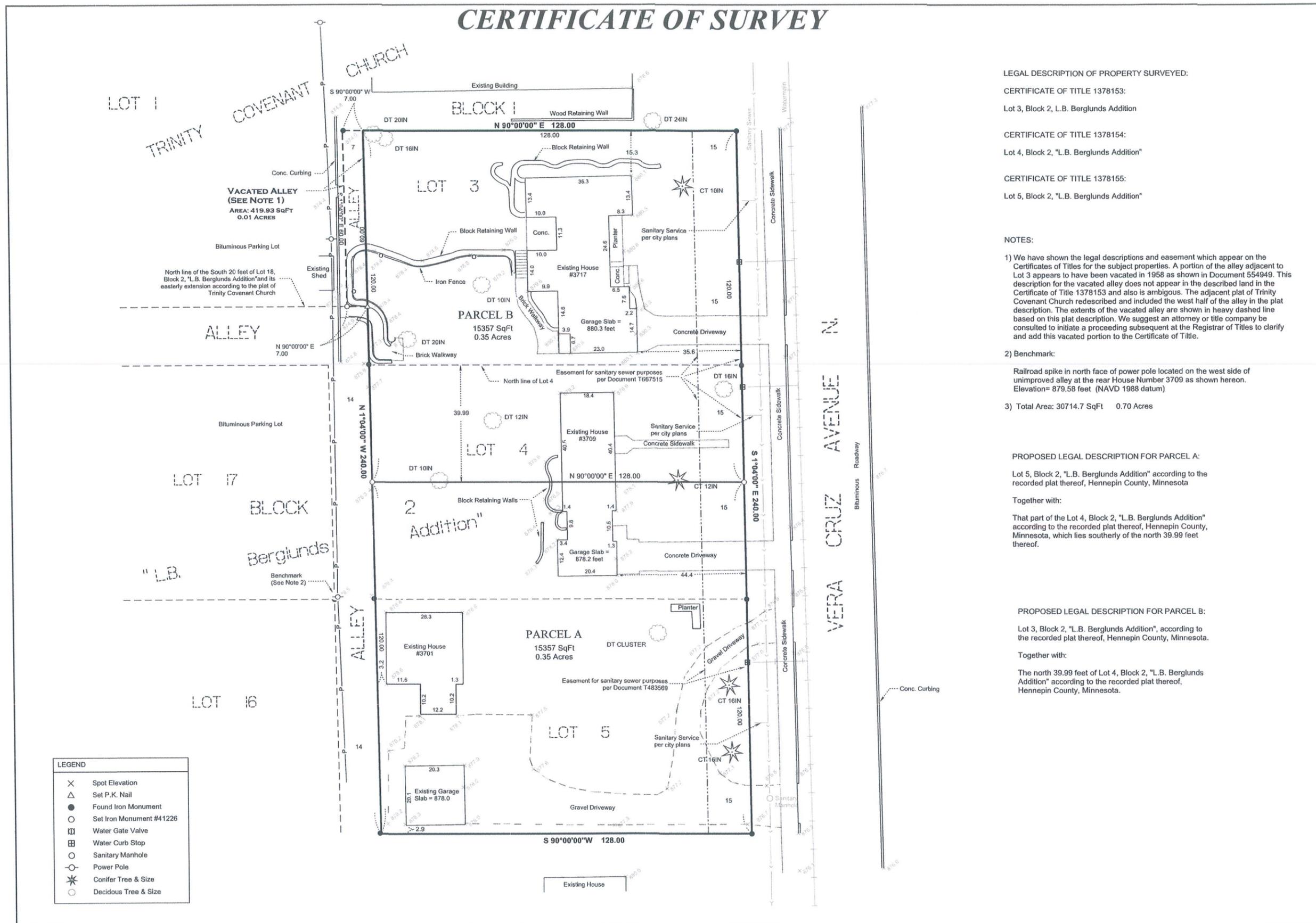
CERTIFICATE OF SURVEY



New Lot Line

X = to be demolished

CERTIFICATE OF SURVEY



LEGAL DESCRIPTION OF PROPERTY SURVEYED:
 CERTIFICATE OF TITLE 1378153:
 Lot 3, Block 2, L.B. Berglunds Addition
 CERTIFICATE OF TITLE 1378154:
 Lot 4, Block 2, "L.B. Berglunds Addition"
 CERTIFICATE OF TITLE 1378155:
 Lot 5, Block 2, "L.B. Berglunds Addition"

NOTES:
 1) We have shown the legal descriptions and easement which appear on the Certificates of Titles for the subject properties. A portion of the alley adjacent to Lot 3 appears to have been vacated in 1958 as shown in Document 554949. This description for the vacated alley does not appear in the described land in the Certificate of Title 1378153 and also is ambiguous. The adjacent plat of Trinity Covenant Church redescribed and included the west half of the alley in the plat description. The extents of the vacated alley are shown in heavy dashed line based on this plat description. We suggest an attorney or title company be consulted to initiate a proceeding subsequent at the Registrar of Titles to clarify and add this vacated portion to the Certificate of Title.
 2) Benchmark:
 Railroad spike in north face of power pole located on the west side of unimproved alley at the rear House Number 3709 as shown hereon. Elevation= 879.58 feet (NAVD 1988 datum)
 3) Total Area: 30714.7 SqFt 0.70 Acres

PROPOSED LEGAL DESCRIPTION FOR PARCEL A:
 Lot 5, Block 2, "L.B. Berglunds Addition" according to the recorded plat thereof, Hennepin County, Minnesota
 Together with:
 That part of the Lot 4, Block 2, "L.B. Berglunds Addition" according to the recorded plat thereof, Hennepin County, Minnesota, which lies southerly of the north 39.99 feet thereof.

PROPOSED LEGAL DESCRIPTION FOR PARCEL B:
 Lot 3, Block 2, "L.B. Berglunds Addition", according to the recorded plat thereof, Hennepin County, Minnesota.
 Together with:
 The north 39.99 feet of Lot 4, Block 2, "L.B. Berglunds Addition" according to the recorded plat thereof, Hennepin County, Minnesota.

LEGEND	
×	Spot Elevation
▲	Set P.K. Nail
●	Found Iron Monument
○	Set Iron Monument #41226
⊠	Water Gate Valve
⊞	Water Curb Stop
○	Sanitary Manhole
○	Power Pole
✳	Conifer Tree & Size
○	Deciduous Tree & Size



201 DIVISION STREET WEST, SUITE B
 P.O. BOX 323,
 MAPLE LAKE, MN 55358,
 763-898-9999

CLIENT:
 James Truax
 4300 Quebec Avenue
 New Hope, MN 55428

PROJECT LOCATION:
 3401, 3709 and 3717 Vera Cruz Ave. N.
 Crystal, MN

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Surveyor under the laws of the State of Minnesota.
 Charles E. Webb, Jr. Date: 4-15-15
 License No. 41226

NO.	DATE	BY	DESCRIPTION

PROJECT NUM:
 SHEET: 1 of 1



4141 Douglas Drive North • Crystal, Minnesota 55422-1696

Tel: (763) 531-1000 • Fax: (763) 531-1188 • www.crystalmn.gov

May 5, 2015

Michael Larson, Sector Representative
Metropolitan Council
390 Robert Street North
St Paul MN 55101-1805

Subject: City of Crystal comments regarding the Draft Local 2040 Forecast

Dear Mr. Larson:

Thank you for the opportunity to review the Draft Local 2040 Forecast for the city of Crystal, summarized below:

Population:

2000 Census	2010 Census	October 2013 2040 Forecast	February 2014 2040 Forecast	April 2015 2040 Forecast
22,698	22,151	28,300	23,300	23,800

- Oct 2013 Forecast showed an increase of 6,149 or 27.8% from 2010 to 2040
- Feb 2014 Forecast showed an increase of 1,149 or 5.2% from 2010 to 2040
- **Apr 2015 Forecast shows an increase of 1,649 or 13.4% from 2010 to 2040**

Households:

2000 Census	2010 Census	October 2013 2040 Forecast	February 2014 2040 Forecast	April 2015 2040 Forecast
9,389	9,183	12,400	10,000	9,700

- Oct 2013 Forecast showed an increase of 3,217 or 35% from 2010 to 2040
- Feb 2014 Forecast showed an increase of 817 or 8.9% from 2010 to 2040
- **Apr 2015 Forecast shows an increase of 517 or 5.6% from 2010 to 2040**

Employment:

2000 Census	2010 Census	October 2013 2040 Forecast	February 2014 2040 Forecast	April 2015 2040 Forecast
5,638	3,929	6,100	5,500	4,900

- Oct 2013 Forecast showed an increase of 2,171 or 55.3% from 2010 to 2040
- Feb 2014 Forecast showed an increase of 1,571 or 40% from 2010 to 2040
- **Apr 2015 Forecast shows an increase of 971 or 24.7% from 2010 to 2040**

The city of Crystal appreciates Metropolitan Council's willingness to re-think its previous forecasts which, we believe, indicated an increase in Crystal's population, households and employment beyond the realm of reasonable possibility.

The city has no objection to the Draft Local 2040 Forecast subject to the following previously-communicated condition:

The city will accommodate the forecast through a combination of preemptive land use guidance, where appropriate; and redevelopment of additional sites having existing uses, the location and extent of such sites being unknowable at the time of the Comprehensive Plan update, and instead to be determined as redevelopment opportunities arise over time.

Thank you for the opportunity to comment on the Draft Local 2040 Forecast for the city of Crystal. The city looks forward to receiving Metropolitan Council's system statements as they are prepared between now and fall 2015.

Sincerely,



Jim Adams
Mayor



Harley Heigel
Chair, Planning Commission



Anne Norris
City Manager

Cc: Beth Reetz, Interim Director, Community Development Division
Gail Dorfman, District 6 Representative, Metropolitan Council
Adam Duininck, Chair, Metropolitan Council