



**MONTROSE
PLANNING AND ZONING COMMISSION MEETING
AGENDA**

**Wednesday, November 10, 2021
7:00 PM**

**Montrose Community Center
200 Center Avenue South
Montrose, Minnesota 55363**

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Approval of Minutes
 - A. September 8, 2021 Planning and Zoning Commission Meeting Minutes
6. Oath of Office for Ms. Catherine Neiberger
7. Public Hearing
 - A. To Consider an Application for the Preliminary Plat of up to Eight (8) Single Family Lots for the Property Located at the East End of Steamboat Lane and to the South of Aspen Lane and Loveland Circle in Montrose, Minnesota
8. Old Business
9. New Business
 - A. Updates from City Planner
10. Next Meeting
 - A. Wednesday, December 8, 2021 to be held at the Montrose Community Center – 7:00 p.m.

11. Adjournment

*** * Please note that a quorum of the City Council may be present at the Planning and Zoning Commission Meeting. * ***



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MEMORANDUM

TO: Montrose Planning Commission

FROM: Stephen Gritman

DATE: November 4, 2021

MEETING DATE: November 10, 2021

RE: Montrose – Preliminary Plat for Rolling Meadows 3rd Addition

FILE NO: 273.03 – 21.09

Background and Analysis

The subject property consists of approximately 2.9 acres, and is currently identified as Outlot C of Rolling Meadows 2nd Addition. As a part of the original Rolling Meadows plat, the property was planned for 9 single family lots along an extension of Steamboat Lane, a City street that would eventually extend farther east and south to connect to a separate portion of the same street. The property is zoned R-1, Single Family Residential, and is adjoined by other single family parcels to the north, west, and south.

The extended and connecting portion of the road to the east would require annexation of the intervening parcel, an eventuality that has no current timeframe.

As it currently exists, the southerly portion of Steamboat Lane is approximately 715 feet long from its intersection with Emerson Avenue North. The proposed Steamboat extension being made with this plat would create a street of approximately 775 feet in length to its current intersection with Aspen Lane.

The Subdivision Ordinance accommodates such dead-end streets only with the expectation that they will eventually be extended to comply with connection and access requirements of the ordinance, which otherwise limit cul-de-sac streets to a maximum length of 500 feet. In the interim, such dead-end streets of more than 200 feet in length must include a temporary cul-de-sac to accommodate turn-around traffic and street maintenance operations.

The plan shows a temporary cul-de-sac along the proposed new street that serves Lot 3, Block 1 on the north, Lot 4, Block 1 at the end of the cul-de-sac with an extended driveway through the residual right of way, and also Lot 4, Block 2 on the south side of the street. Notes on the plat state that the cul-de-sac would be removed at the time of extension of the street, which will be a condition of preliminary plat approval.

In the R-1 zoning district, single family lots are required to contain at least 10,000 square feet of lot area, and have at least 80 feet of lot width at the building setback line. The lots in the proposed subdivision meet these requirements, and the plat notes show the appropriate building setbacks of 25 feet front, 10 feet side, and 20 feet rear.

All lots meet or exceed these standards, ranging in size from 10,251 square feet to 25,198 square feet in area, and from 80 feet in width to 173 feet. The median lot size in this subdivision is just under 12,000 square feet, similar in size and scope to the lots surrounding the plat.

The lots are graded to include full basements, with a varying layout multi-level walkouts, full-basement lookouts, and one full-basement walk-out design. The developer is cautioned that building permits for the various lots must reflect the housing style and grading shown on the Preliminary Plat. Substantive changes to the grading plan may require additional review or plat approval amendments.

The proposed plat drawings include sanitary sewer and water plans, along with the stormwater management plan. The City Engineer will review and comment on these specific plans.

Parks, Trails, and Open Space.

The Subdivision Ordinance provides for park dedication from every subdivision, either land or cash. No park land is proposed with this project – a cash payment in lieu of land per City fee schedule would be expected.

Sidewalk is currently in place along the north side of Steamboat Lane to the west. The proposed plat drawing includes an extension of this sidewalk along the north side of the street to Lot 2, Block 1, terminating temporarily at the temporary cul-de-sac. The sidewalk would be expected to be extended at the time the street connection is made to the east and south. That extension would be able to connect to the sidewalk at the current terminus of Steamboat Lane south of the plat.

At issue is the extension of this sidewalk past two lots in this plat to connect to a future subdivision through the unannexed property. That property will be expensive to develop, and the sidewalk connection would be an additional expense that under normal conditions would be a required expense of this plat. The City may consider acquiring the cost of the additional, but unconstructed, sidewalk as a part of this plat approval. Without this, there could be an issue at the time of any future subdivision.

Summary and Recommendation

The proposed preliminary plat for Rolling Meadows 3rd Addition is consistent with the original plat, and includes one less lot than the original. The lot sizes for most lots are consistent with that plan, and with those of the surrounding neighborhoods. The applicant's Lot 1, Block 1 is a "double lot", much larger than those in the area, but is designed strictly for one single family home. All lots meet the dimensional standards of the R-1 District, and as such, planning staff recommends approval of the Preliminary Plat, with the following conditions:

1. The applicant coordinates with the City Engineer in construction details of the temporary cul-de-sac.
2. The applicant provides sidewalk per the plan, and provides funds for the extension of the sidewalk past Lots 3 and 4, Block 1, to be constructed at the time of the street extension.
3. The terminus of the current street is closed with an appropriate barrier, and signed to notify residents of the likelihood of future street extension.
4. The applicant enters into a development contract securing the various public and private improvements and the required park dedication.
5. The applicant provides for tree and lawn planting as a part of the plat construction.
6. The applicant complies with the requirements of the City Engineer related to street, utility, grading, and stormwater requirements.
7. Other recommendations of staff and/or Planning Commission following the public hearing.



**BOLTON
& MENK**

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November 3, 2021

Honorable Mayor Moynagh
City Council Members
Planning Commission
City of Montrose

via e-mail: jbonniwell@montrose-mn.com

RE: Rolling Meadows, Ron Prosch Preliminary Plat
Montrose, Minnesota
Project No.: 0W1.1123692

Dear Council and Planning Commission,

We have reviewed the Preliminary Plat and Preliminary Construction Plans dated 9/13/2021 and have the following comments.

1. The Preliminary Plat identifies the development name as Rolling Meadows 3rd Addition. An alternate plat name shall be selected as Rolling Meadows 3rd Addition already exists within the City of Montrose.
2. The applicant shall provide a Stormwater Management Plan complete with a drainage narrative, calculations and pre and post development drainage area maps.
3. All drainage from the plat shall be contained within the plat boundaries and shall not be directed onto private properties outside of the plat. Additional storm sewer may be required near the norther plat boundary.
4. All retaining walls exceeding 48 inches in height shall be designed by a Professional Engineer registered in the State of Minnesota.
5. The applicant shall obtain a NPDES Construction Stormwater Permit and submit a copy of the permit to the city prior to construction.
6. The applicant shall obtain a MDH watermain extension permit and submit a copy of the permit to the city prior to construction.
7. The applicant shall obtain a MPCA sanitary sewer extension permit and submit a copy of the permit to the city prior to construction.
8. The proposed concrete sidewalk shall be extended to the eastern limits of the proposed temporary cul-de-sac.
9. The proposed hydrant at the east end of the proposed roadway shall be relocated such that the water service to Lot 4 Blk 1 is constructed west of the hydrant.
10. All watermain shall be PVC C900 complete with a tracer system.
11. All watermain fittings shall be secured using COR-BLUE-T-BOLTS or approved equal.

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12. Two large zinc anode caps shall be installed on all fitting glands.
13. All watermain fittings shall be fusion bonded, epoxy coated, with a minimum thickness of 6-8 mils.
14. The connection to the existing sanitary sewer manhole shall include a Kor-n-Seal boot or approved equal.
15. The contractor shall be responsible for obtaining two consecutive passing bacteriological tests from the proposed watermain. Testing results shall be provided to the city. Test water shall not be disposed of into the city's sanitary sewer system.
16. Exterior chimney seals shall be installed on all structure adjusting rings.
17. The applicant shall submit a signage plan for review of the City of Montrose.
18. The applicant shall submit a lighting plan for the review of the City of Montrose.
19. The applicant shall enter into a development agreement prior to final plat approval.
20. All construction shall be in accordance with the City of Montrose Standards.
21. A pre-construction meeting, complete with an agenda, shall be held prior to construction.
22. Revised plans and documents incorporating the above reference comments shall be submitted for the review of the City of Montrose.

We recommend approval of the Preliminary Plat contingent on the above referenced comments and those comments provided by other city staff, commissions, and council.

If you have any questions on the above, please call.

Sincerely,

Bolton & Menk, Inc.



Jared Voge, P.E.
Principal Engineer