



Request for City Council Action

DEPARTMENT INFORMATION

ORIGINATING DEPARTMENT	REQUESTOR:	MEETING DATE:
Planning	City Planner Licht	12 October 2020
PRESENTER(s)	REVIEWED BY:	ITEM #:
Consent	City Administrator/Finance Director Flaherty	3.7 – Sausser Add. PUD-CUP

STRATEGIC VISION

MEETS:	THE CITY OF OTSEGO:
	Is a strong organization that is committed to leading the community through innovative communication.
	Has proactively expanded infrastructure to responsibly provide core services.
	Is committed to delivery of quality emergency service responsive to community needs and expectations in a cost-effective manner.
X	Is a social community with diverse housing, service options, and employment opportunities.
	Is a distinctive, connected community known for its beauty and natural surroundings.

AGENDA ITEM DETAILS

RECOMMENDATION:	
City staff recommends approval of a PUD-CUP for lots within the Sausser Addition.	
ARE YOU SEEKING APPROVAL OF A CONTRACT?	IS A PUBLIC HEARING REQUIRED?
No	Held by Planning Commission 5 October 2020
BACKGROUND/JUSTIFICATION:	
<p>The Sausser Addition was approved by the City Council on 13 March 2017 subdividing 3 single family lots from a larger 40 acre parcel. Lot 1, Block 1 and Lot 1, Block 2 are located at the southwest corner of the original parcel separated by a 60 foot wide strip of the original parcel intended to be future public right-of-way. Ryan and Chelsie Steffens, owners of Lot 1, Block 1, and Kyle and Annie Smith, owners of Lot 1, Block 2, have submitted an application for a PUD-CUP to define yards and setbacks applicable to their lots based on the future right-of-way.</p> <p>A public hearing to consider the application was held by the Planning Commission at their meeting on 5 October 2020 at 7:00PM. Ms. Steffens and Ms. Smith were both present and had no comment. There were no public comments. The Planning Commission had no concerns regarding the request, closed the public hearing and voted 6-0 to recommend approval of the application.</p>	
SUPPORTING DOCUMENTS ATTACHED:	
<ul style="list-style-type: none"> ▪ Planning Report dated 28 September 2020 ▪ Findings of Fact and Decision 	

POSSIBLE MOTION

PLEASE WORD MOTION AS YOU WOULD LIKE IT TO APPEAR IN THE MINUTES:

Motion to **approve** a PUD-CUP for Lot 1, Block 1 and Lot 1, Block 2, Sausser Addition subject to the conditions as stated in the findings of fact and decision as presented.

BUDGET INFORMATION

FUNDING:	BUDGETED:
NA	



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Anoka, MN 55303
763.231.5840
TPC@PlanningCo.com

PLANNING REPORT

TO: Otsego Planning Commission

FROM: D. Daniel Licht, AICP

REPORT DATE: 28 September 2020

60-DAY DATE: 13 November 2020

RE: Otsego – Sausser Addition; PUD CUP

TPC FILE: 101.02

BACKGROUND

The Sausser Addition was approved by the City Council on 13 March 2017 subdividing 3 single family lots from a larger 40 acre parcel. Lot 1, Block 1 and Lot 1, Block 2 are located at the southwest corner of the original parcel separated by a 60 foot wide strip of the original parcel intended to be future public right-of-way. Ryan and Chelsie Steffens, owners of Lot 1, Block 1, and Kyle and Annie Smith, owners of Lot 1, Block 2, have submitted an application for a PUD-CUP to define yards and setbacks applicable to their lots based on the future right-of-way. A public hearing to consider the application has been noticed for the Planning Commission meeting on 5 October 2020 at 7:00PM.

Exhibits:

- Site Location Map (2 pages)
- Sausser Addition Final Plat

ANALYSIS

Comprehensive Plan. The lots are guided for future low density residential uses within Urban Service Expansion Area E2 by the 2012 Comprehensive Plan. Until such time as sanitary sewer and water utilities area available to the subject site, the interim land use plan policies of the 2012 Comprehensive Plan limit development density to 1 dwelling unit per 10 acres. The original parcel of the Sausser Addition was allowed 4 development rights. The existing single

family dwelling accounted for 1 of the development rights and the 3 lots that were subdivided utilized the remaining development rights. The original parcel and 3 lots have been deed restricted to prohibit further subdivision until rezoned to allow for future development of low density residential uses served by sewer and water utilities as guided by the Comprehensive Plan.

Zoning. The Sausser Addition is zoned A-2 District allowing development of single family dwellings at a density of 1 dwelling unit per 10 acres. The subdivision of the 2 lots each with less than 20 acres in area was approved by conditional use permit consistent with the interim land use plan established by the Comprehensive Plan.

Setbacks. The table below illustrates the required setbacks applicable to Lot 1, Block 1 and Lot 1, Block 2.

A-2 District Minimum Setbacks					
	60 th St.	Future Local St.	Interior Side	Rear (North)	Wetland
Required	65ft.	35ft.	10ft.	50ft.	40ft.
Proposed	65ft	35ft.	10ft.	10ft.	40ft.

The required 50 foot setback from the north line restricts the potential building envelope within the lots based on a delineated wetland within Lot 1, Block 1 and a similar low-lying area in Lot 1, Block 2.

At such time as sewer and water utilities are extended to the area, the 32.87 acre remaining parcel from which the Sausser Addition lots were subdivided would be expected to develop under the performance standards of the R-4, Urban Residential Single Family District. We expect this would include construction of a local street between Lot 1, Block 1 and Lot 1, Block 2 for access to 60th Street. This local street would be extended north of Lot 1, Block 1 and Lot 1, Block 2 with lots on either side. The lots abutting lots north of Lot 1, Block 1 and Lot 1, Block 2 would have side yards abutting the north line of the Sausser Addition lots.

City staff recommended the property owners apply for a PUD-CUP to establish a 10 foot side yard setback from the north line of Lot 1, Block 1 and Lot 1, Block 2 in order to expand the area available within each lot to locate a single family dwelling. The proposed 10 foot setback would be equal to the side yard setback required for future lots to the north avoiding any compatibility issues. The proposed 10 foot setback area is also overlaid by drainage and utility easement dedicated with the Sausser Addition final plat.

Access. Lot 1, Block 1 and Lot 1, Block 2 are accessed from 60th Street, which is a gravel rural section roadway within prescriptive easement. The 2012 Transportation Plan designates 60th Street as a future major residential collector street. The Sausser Addition final plat provided for dedication of 40 feet of the north half of 60th Street consistent with the right-of-way requirements established by the Subdivision Ordinance and Engineering Manual. Direct lot access to major residential collector streets is prohibited. Access to Lot 1, Block 1 and Lot 1,

Block 2 is to be via a shared driveway within the 60 foot wide future public right-of-way as allowed by Section 11-21-6.A of the Zoning Ordinance. A ingress/egress easement for the shared access to Lot 1, Block 1 and Lot 1, Block 2 is to be submitted and recorded with each lot and the remainder of the original parcel subject to review and approval of City staff.

Criteria. The Planning Commission is to evaluate the requested PUD-CUP based upon (but not limited to) the criteria established in Section 1-4-2.F of the Zoning Ordinance:

1. The proposed action's consistency with the specific policies and provisions of the official City Comprehensive Plan.

Comment: The Comprehensive Plan guides the lots and original parcel from which the Sausser Addition lots were subdivided from for future low density residential uses with interim rural land uses until sanitary sewer and water utilities are available. The proposed PUD-CUP will allow for construction of single family dwellings consistent with the interim land use plan in a manner compatible with the future land use plan.

2. The proposed use's compatibility with present and future land uses of the area.

Comment: Surrounding land uses consist of cultivated fields as well as an approved future electric substation for Wright-Hennepin abutting the southwest corner of the Sausser Addition final plat. The surrounding area will remain in rural land uses until such time as urban services are available. The requested PUD-CUP will be compatible with the existing uses in the area and planned future low density residential development surrounding the subject lots.

3. The proposed use's conformity with all performance standards contained within the Zoning Ordinance and other provisions of the City Code.

Comment: The lots conform to all requirements of the Zoning Ordinance, Subdivision Ordinance, and Engineering Manual and the requested PUD-CUP is consistent with the intent of the establishment of required yards by the Zoning Ordinance.

4. Traffic generation by the proposed use in relation to the capabilities of streets serving the property.

Comment: The requested PUD-CUP will not result in an increase of traffic, but the shared access does minimize driveway access to a future major collector street consistent with the Transportation Plan.

5. The proposed use can be accommodated by existing public services and facilities and will not overburden the City's service capacity.

Comment: The requested PUD-CUP will not have any effect on the City's existing service capacity.

RECOMMENDATION

Our office recommends approval of the PUD-CUP application as outlined below.

POSSIBLE ACTIONS

A. Motion to recommend **approval** of a PUD-CUP for Lot 1, Block 1 and Lot 1, Block 2, Sausser Addition, subject to the following conditions:

1. The lots shall be subject to the following setback requirements:

	60 th St	East	West	North	Wetland
Lot 1, Block 1	65ft	35ft.	10ft.	10ft.	40ft.
Lot 1, Block 2		10ft.	35ft.		

2. The lots shall utilize a shared driveway within the 60 foot strip of PID 118-500-334300 in accordance with the conditional use permit approved by the City Council on 13 March 2017, subject to recording of an ingress/egress easement that is to be subject to review and approval of City staff.

B. Motion to recommend the application be **denied** based on a finding that the request is inconsistent with the Comprehensive Plan and intent of the Zoning Ordinance.

C. Motion to **table**.

c. Adam Flaherty, City Administrator/Finance Director
Tami Loff, City Clerk
Ron Wagner, City Engineer
David Kendall, City Attorney

Sausser Addition PUD-CUP



Overview

Legend

Roads

- CSAHCL
- CTYCL
- MUNICL
- PRIVATECL
- TWPCL

Highways

- Interstate
- State Hwy
- US Hwy

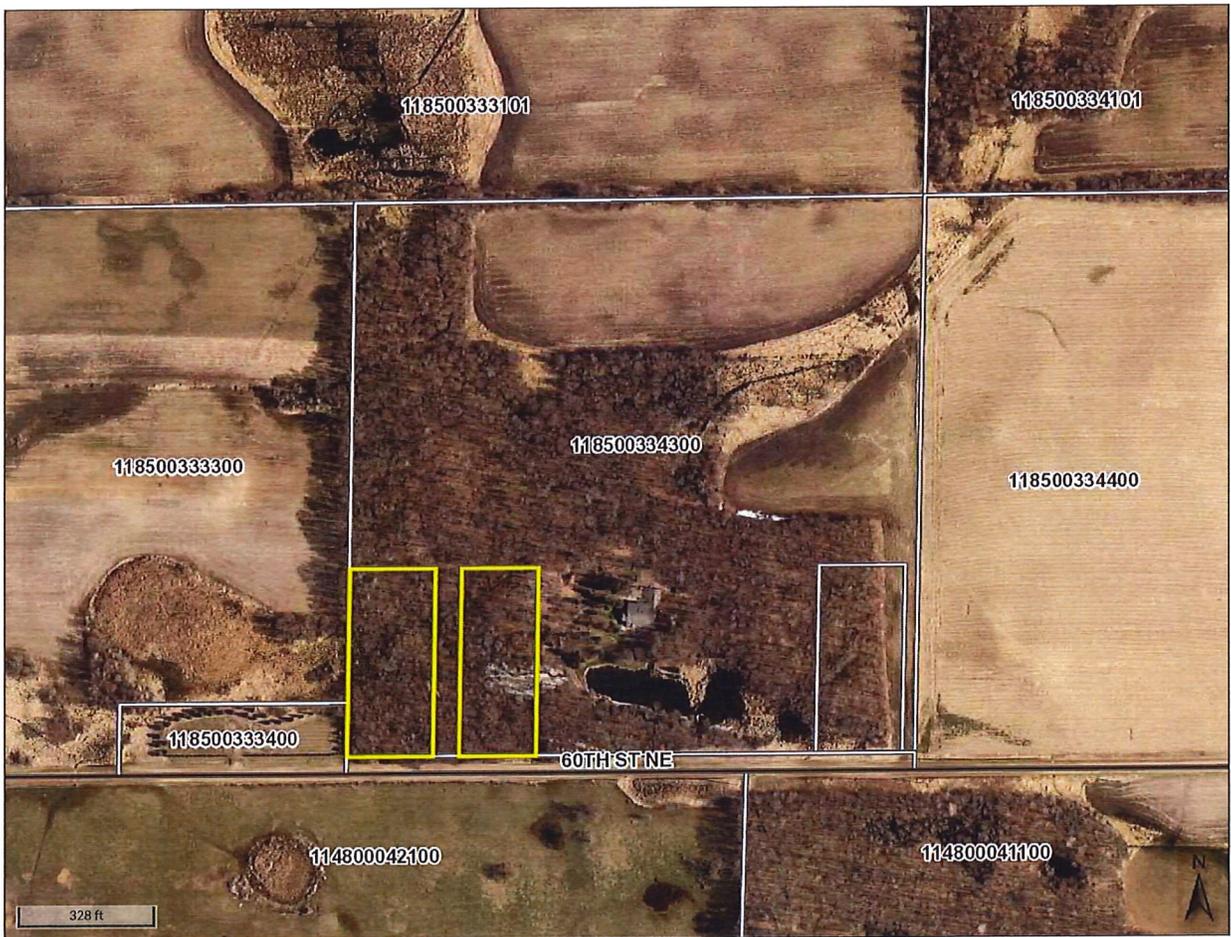
City/Township Limits

- c
- t

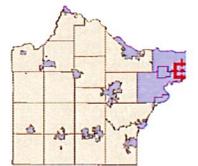
Parcels

- Parcels
- Torrens

Sausser Addition PUD-CUP



Overview



Legend

Roads

- CSAHCL
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- t
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**FINDINGS & DECISION
PUD-CUP**

APPLICANT: Ryan and Chelsie Steffens / Kyle and Annie Smith

APPLICATION: Consideration of a planned unit-development conditional use permit establishing yards and setback requirements.

CITY COUNCIL MEETING: 12 October 2020.

FINDINGS: Based upon review of the application and evidence received, the City Council of the City of Otsego now makes the following findings of fact:

- A. The legal descriptions of the properties are Lot 1, Block 1; Lot 1, Block 2, Sausser Addition, City of Otsego, Wright County, Minnesota.
- B. The properties are guided by the Comprehensive Plan for Low Density Residential Uses within the Urban Service Expansion Area.
- C. The properties are zoned A-2, Agriculture Long Range Urban Service District.
- D. The applicants are requesting approval of a PUD-CUP to establish the north line of each lot as a side yard subject to side yard setback requirements.
- E. Consideration of the application is to be based upon (but not limited to) the criteria set forth by Section 11-4-2.F of the Zoning Ordinance:

- 1. The proposed action's consistency with the specific policies and provisions of the official City Comprehensive Plan.

Finding: The Comprehensive Plan guides the subject site for future low density residential uses with interim rural land uses until sanitary sewer and water utilities are available. The proposed PUD-CUP will allow for construction of single family dwellings lots consistent with the interim land use plan in a manner compatible with the future land use plan.

- 2. The proposed use's compatibility with present and future land uses of the area.

Finding: Surrounding land uses consist of cultivated fields as well as an approved future electric substation for Wright-Hennepin abutting the southwest corner of the Sausser Addition final plat. The surrounding area will remain in rural land uses until such time as urban services are available. The requested PUD-CUP will be compatible with the existing uses in the area and planned future low density residential development surrounding the subject lots.

- 3. The proposed use's conformity with all performance standards contained within the Zoning Ordinance and other provisions of the City Code.

Finding: The proposed lots conform to all requirements of the Zoning Ordinance, Subdivision Ordinance, and Engineering Manual.

4. Traffic generation by the proposed use in relation to the capabilities of streets serving the property.

Finding: The requested PUD-CUP will not result in an increase of traffic but the shared access does minimize driveway access to a future major collector street consistent with the Transportation Plan.

5. The proposed use can be accommodated by existing public services and facilities and will not overburden the City's service capacity.

Finding: The requested PUD-CUP will not have any effect on the City's existing service capacity.

- F. The Planning Report dated 28 September 2020 prepared by the City Planner, The Planning Company LLC., is incorporated herein.
- G. The Otsego Planning Commission conducted a public hearing at their regular meeting on 5 October 2020 to consider the application, preceded by published and mailed notice; upon review of the application, and other evidence, the public hearing was closed and the Planning Commission recommended by a 6-0 vote that the City Council **approve** the application based on the findings outlined above.

DECISION: Based on the foregoing information and applicable ordinances, the applications are hereby **APPROVED**, subject to the following conditions:

1. The lots shall be subject to the following setback requirements:

	60 th St	East	West	North	Wetland
Lot 1, Block 1	65ft	35ft.	10ft.	10ft.	40ft.
Lot 1, Block 2		10ft.	35ft.		

2. The lots shall utilize a shared driveway within the 60 foot strip of PID 118-500-334300 in accordance with the conditional use permit approved by the City Council on 13 March 2017, subject to recording of an ingress/egress easement that is to be subject to review and approval of City staff.

MOTION BY:
SECOND BY:
ALL IN FAVOR:
THOSE OPPOSED:

ADOPTED by the City Council of the City of Otsego this 12th day of October, 2020.

CITY OF OTSEGO

By: _____
Jessica L. Stockamp, Mayor

Attest: _____
Tami Loff, City Clerk