



AGENDA STATEMENT NO. 16-20
BUSINESS OF THE PLANNING COMMISSION
 City of Victoria, Minnesota

STAFF REPORT

TO: Planning Commission

PREPARED BY: Ben Landhauser,
 Community Development Director

RE: Alphabet Junction – Final Plat, Conditional Use Permit and Site Plan & Building Materials review related to the property located at 7840 Victoria Drive

MEETING DATE: September 6, 2016

GENERAL INFORMATION:

Applicant:

AJP Properties

Requested Action

Approval of a Final Plat, Conditional Use Permit allowing Alphabet Junction to locate a new day care center in the Central Business District; and the Approval of a site plan and building materials for the new Alphabet Junction building.

Location and Size:

Property is generally located on the east side of Victoria Drive (County Rd 11), just north of Dairy Queen. Property is approximately 1.49 acres proposed to be platted into 2 parcels with the southern parcel intended to accommodate a 6,644 square foot daycare building and related site improvements.

LAND USES AND ZONING:

Location	Existing Land Use	Comprehensive Plan	Current Zoning
Property in Question	Single Family Residence	Downtown Commercial	CBD
North	Vacant – Undeveloped	Downtown Commercial	CBD
South	Dairy Queen (2120 Arboretum Blvd)	Downtown Commercial	CBD
East	Vacant - Undeveloped	Downtown Commercial	CBD
West	Single Family Residential Lots [Vogel Estates] / Victoria Veterinary Care	Parks & Open Space – Regional Park Inholding	R / CBD

BACKGROUND:

The subject property has been a single family residence since construction in 1940. In more recent years the property has been rezoned to Central Business District and has been envisioned to be part of the expansion of downtown Victoria westward to County Road 11. In 2008 and 2015, the property was incorporated as part of the City’s downtown master planning work to see how additional development in the area could be built out in a manner that harmonizes and compliments the existing built environment in the core of downtown. The proposed site development has been reviewed in context of the City’s overall master plan work and staff has worked

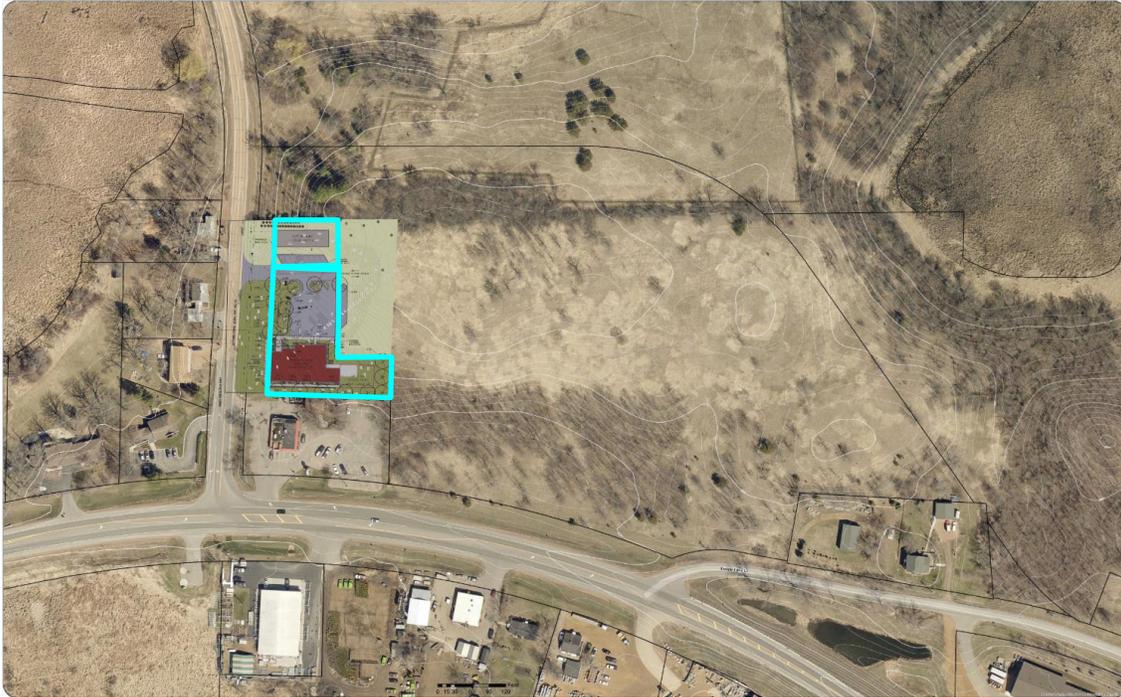
with the applicant to coordinate joint access into and out of the property from both County Road 11 and the planned future access that would be provided to the site from a realigned Stieger Lake Lane.

Alphabet Junction has been a tenant in the main level of the Notermann Building at the corner of Victoria Drive and Stieger Lake Lane and is looking to expand their offerings with the construction of a new standalone facility. As part of their acquisition and development of the 7840 Victoria Drive property, the owners are proposing to plat the property into 2 parcels. One of the parcels would be utilized by Alphabet Junction, while the other property would be available for purchase and development of an additional commercial building.

Day Care Centers are a conditional use within the Central Business District, which requires the project to receive a conditional use permit prior to occupancy of the site by the daycare (Alphabet Junction).

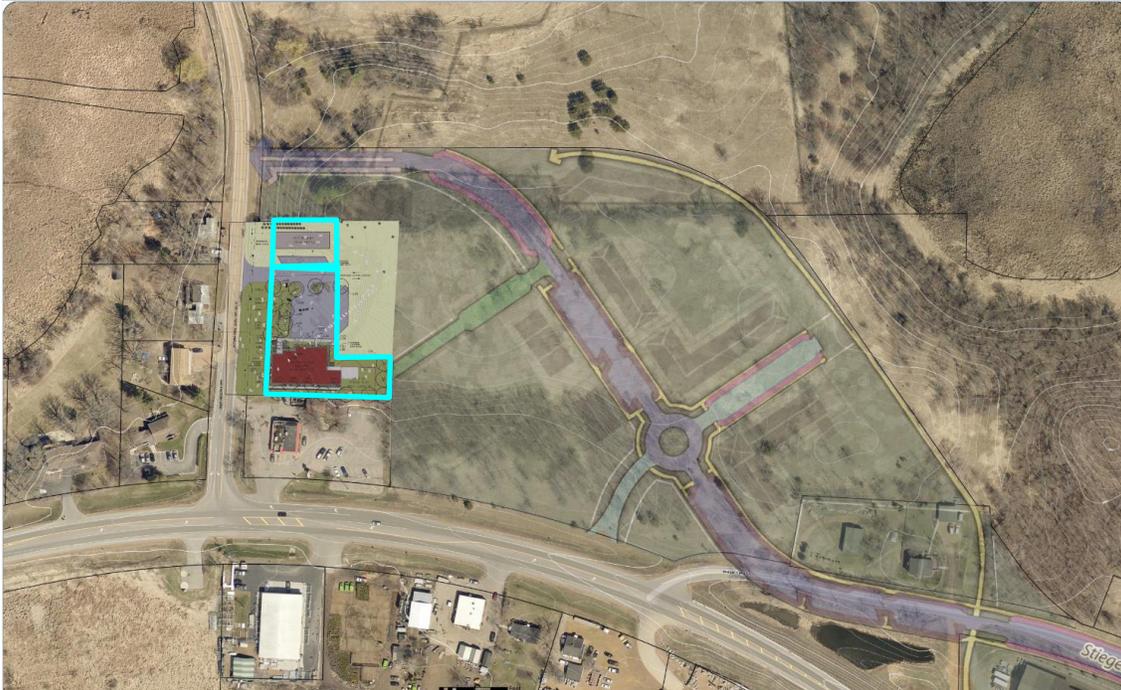


ABOVE: Aerial of existing property requesting a Conditional Use Permit for use of public parking.  = Approximate boundary of property



ABOVE: Aerial of existing property with the proposed building footprint and site improvements superimposed. Day Care Center shown in **RED**.

 = Approximate boundary of proposed Lot 1 and Lot 2 of the plat



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SITE & BUILDING IMPROVEMENTS SUMMARY

ELEVATIONS

The applicant has provided elevation drawings identifying the intended exterior improvements and building materials to all four sides of the building. The elevation drawings have been attached as an exhibit to this agenda item. Massing dimensions of the building have been incorporated into the elevation drawings which depict the building ranging in height from roughly 16 feet to nearly 18 feet. The elevations also depict the generalized location(s) of rooftop mechanical units which are centered within the roof area and shielded from view by a varied parapet wall.

Building materials will be available at the meeting for the Commission's review and consideration. The primary building materials shown on the elevations include: face brick, glazing (storefront and transom windows), and concrete modular units. The concrete modular units vary from a textured to smooth finish to provide a more dynamic surface. The applicant has also incorporated gooseneck lighting and awnings into the façade as a means of portraying a more boutique retail presence. The building also has an appropriate amount of façade articulation that breaks the building into smaller visual portions and assists in a more pedestrian friendly street presence. Each side of the building has a similar level of articulation and material composition that creates a nice 4 sided design of the building. Primary colors of the building are proposed as a dark brown and light beige type colors with some accent components of the building utilizing a white color. All proposed materials and colors meet the Design and Performance Standards of the Central Business District as adopted in the Zoning Ordinance.

SITE PLAN

A site plan has been provided identifying the location of the building in relation to existing and proposed property lines. The site plan also identifies the locations of related utility services and utility elements such as meters, transformer, and trash enclosure. Sewer and water services are being extended to the building as part of a city project that includes extending new sanitary sewer and water mains from Highway 5 to properties along Victoria Drive (County Road 11). Storm water is planned to be accommodated in an infiltration basin located between the parking lot and Victoria Drive right of way.

Access to the property is proposed from Victoria Drive and will be shared between the owner of Lot 1 and Lots 2 of the plat. In the future, the access into the property from Victoria Drive (County Rd 11) will change from a full access to a right-in/right-out as the County road is widened and Stieger Lake Lane is realigned and extended to County Road 11. At that time, the common access into proposed Lots 1 and 2 of the plat will be served with full access via Stieger Lake Lane and a future connection through what is now the City's property (referred to as the 13.5 acres). As part of the site plan review, staff has worked with the applicant's civil engineer to ensure that reasonable connection and integration of this site can be completed once the adjacent city-owned property is developed.

The building has been located in relatively close proximity to the expanded County road right-of-way to provide a similar visual presence as buildings within the core area of downtown along Highway 5. As part of the planned future widening of Victoria Drive, a sidewalk or trail is intended to be located along the east side of the roadway. A few of the sidewalks installed with the initial construction of this building have been situated with anticipation of a future connection to the public sidewalk or trail.

A play area is proposed on the east side of the building and is tucked into the corner of the property for privacy. The play area is intended to be fenced for security and privacy purposes.

FLOOR PLAN

A floor plan of the proposed building has been provided as part of the elevation drawings. The floor plan identifies the intended layout of the day care center through the 6,644 square feet.

LANDSCAPING

A landscape plan has been provided as part of the site plan identifying the location of landscape materials. As required by the City's Landscape Ordinance, the applicant has provided foundation plantings around the perimeter of the building. 16 overstory trees and 2 understory trees have been sited around the property at a consistent increment similar to the streetscaping that has taken place on the core of downtown. The islands formed as part of the proposed parking lot have been proposed with an overstory tree and ground plantings to enhance the overall beautification of the site. Shrubs have been situated around the periphery of the infiltration basin and near the parking stalls facing Victoria Drive to screen headlights from the adjacent public street.

PARKING REQUIREMENTS

The City's parking requirements for group day cares include 5 stalls plus 1 stall per 5 program participants. The applicant has identified that the proposed building will accommodate 98 children (program participants). Given this information, the total parking spaces required is 25 stalls. The site plan identifies the construction of 26 total parking stalls across the site. Staff would note that the applicant is providing more than the full allocation of required parking stalls; however, because the property is within the Central Business District the total requirement parking stalls can be reduced up to 50%. This is an important element to keep in mind as the day care will likely not actually need the full 26 parking stalls operationally but is constructing the full parking amount in anticipation of a shared parking arrangement with a future building on Lot 2.

Due to some site constraints with this project and needing to provide additional right-of-way to the County (See Final Plat Section below) the applicant has proposed to construct 6 of the parking stalls on the City's property. During the regular City Council meeting on Monday, June 13, 2016, the Victoria City Council discussed the need to upgrade the sanitary sewer system along County Road 11 in order to accommodate the intended purchase of the 7840 Victoria Drive property for the day care center. During that meeting the Council was also asked to provide feedback on the willingness to consider a minor encroachment of parking improvements onto the City's property as part of the day care center development. The Council indicated a general level of support for the minor encroachment while simply requesting staff to evaluate any impact that the encroachment may have on the City's ability to use or sell the adjacent property. Staff would note that the area proposed for encroachment with parking improvements was generally identified as a potential parking field as part of the 2016 Downtown Master Plan site analysis for the area. Staff has worked with the applicant's civil engineer to contemplate how the site access and parking will impact the City's property. Based upon this coordination and evaluation, staff does not believe the impact of the construction and grading associated with the City's property will be significantly impacted. As a means of working with the applicant, staff has coordinated receiving some reasonable grading across the City's property to ensure minimal future impact to the day care center's property as well as securing an access easement across the southeast corner of Lot 1 that will be needed in the event the City becomes required to provide alternative access to the Dairy Queen property (2120 Arboretum Boulevard/Highway 5).

CONDITIONAL USE FINDINGS

The City is permitted to approve conditional use permits subject to the following:

- The establishment, maintenance or operation of the conditional use will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare.
- The proposed use at that particular location requested is necessary or desirable to provide a service or a facility which is in the interest of public convenience and will contribute to the general welfare of the neighborhood or community.
- The establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.
- The conditional use shall, in all other respects, conform to the applicable regulations of the district in which it is located.

CONDITIONS REQUIRED PER ORDINANCE

- There are no specific conditions or requirements for day care centers within the City's Code.

CONDITIONS UNIQUE TO THIS SITE/PROJECT

- The final plat related to the proposed subdivision of the existing parcel shall be approved by City Council prior to the Conditional Use Permit being approved.
- The site plan and building materials shall be approved by the City Council prior to the Conditional Use Permit related to use of public parking taking effect.
- An access and maintenance easement shall be acquired by the applicant from the City related to the proposed construction and long-term maintenance of parking stalls proposed across property currently owned by the City. The easement shall be recorded with Carver County prior to the issuance of a Certificate of Occupancy on the proposed day care center.
- An access easement shall be provided by the applicant to the City across the southeastern portion of proposed Lot 1 Alphabet Junction related to the planned future access accommodations for the 2120 Arboretum Boulevard property that would extend from a public street and through the southeastern portion of proposed Lot 1. The easement shall be recorded with Carver County prior to the issuance of a Certificate of Occupancy on the proposed day care center.
- A building permit shall be obtained prior to proceeding with site or building construction and all proposed improvements shall comply with applicable building codes.
- Sign permits shall be obtained prior to construction or installation of signage on the building.

FINAL PLAT

As part of the initial development of the property, the applicant would like to plat the existing parcel into 2 parcels. Lot 1 would be retained by the current owner for use by the day care facility, while Lot 2 would be marketed and sold for an additional commercial building. The site plan identifies services being installed by the applicant from new sanitary sewer and water mains planned for construction by the City to both Lot 1 and Lot 2 to serve the respective lots.

Carver County Public Works reviewed the site plan and plat and have requested to obtain an additional 34 feet of right of way for County Road 11. The additional right of way requested by the County has been addressed as part of the plat.

STAFF RECOMMENDATION

Based upon the information submitted, staff would recommend approval of the attached Resolution related to the Conditional Use Permit, Site Plan & Building Materials, and Final Plat for Alphabet Junction.

CITY OF VICTORIA

Ben Landhauser
Community Development Director

ATTACHMENTS

- Exhibit 1 Resolution of Recommendation 16-16
- Exhibit 2 Site Plan

- Exhibit 3 Building Elevations & Floorplan
- Exhibit 4 Final Plat