



**City of Jordan
City Planning Commission
Special Meeting February 26, 2013
City Council Chambers**

Members present: Rolf Hafslund, Jeff Will, Gene Flynn, Jeanne Marnoff, Tom Sand, Lance Schmitt Sally Schultz (6:32p.m.)

Staff present: Corrin Wendell, Senior Planner, Emily Bodeker, Planning Intern, Joanne Foust, Consulting Planner, and Assistant City Engineer, Mike Waltman.

Others Present: Mick Montag

1.0 Call to Order

Chair Tom Sand called the meeting of the Planning Commission to order at: 6:30 p.m.

Sally Schultz arrived at 6:32p.m.

2.0 Public Hearing

A. Oak Terrace Senior Housing Preliminary and Final PUD & Site Plan

Foust introduced this agenda item and explained the project to the Planning Commission. Oak Terrace proposed an addition to their existing building which would add 10 one bedroom assisted living units and 6 efficiency assisted living units.

Applicant/Owner:

Oak Terrace Senior Housing of Jordan, LLC. 1570 Tower Blvd, North Mankato

Address/Location:

622 Aberdeen Avenue, Jordan. The property is located in the southwest corner of the intersection of Hillsdale Drive/Beaumont Boulevard and Aberdeen Avenue.

Legal Description:

Lot 1, Block 1, Subd. Cd 22087, Oak Terrace Senior Housing of Jordan:

That part of the Northeast Quarter of the Northeast Quarter of Section 25, Township 114 North, Range 24 West, Scott County, Minnesota described as:

Commencing at the northeast corner of said Section 25; thence South 02 degrees 48 minutes 19 seconds East (assumed bearing) along the east line of the Northeast Quarter of said Section 25, a distance of 84.95 feet to the point of intersection with the center line of Sunset Drive, in the City of Jordan, Minnesota, said point being the point of beginning; thence continuing South 02 degrees 48 minutes 19 seconds East, along said east line, the same being the center line of Aberdeen Avenue, 625.00 feet; thence South 87 degrees 11 minutes 41 second West, 385.00 feet; thence North 02 degrees 48 minutes 19 seconds West, 501.55 feet to a point on the center line of Beaumont Boulevard; thence North 69 degrees 24 minutes 56 seconds East, along said center line, 404.31 feet to the point of beginning.

Said parcel contains 4.98 acres, subject to an easement for roadway purposes over and across the easterly and northerly boundaries. Also subject to any other easements of record.

Zoning: The property is zoned Multiple Family Residential District with a Planned Residential District overlay (R-4, PRD). Senior citizen housing is a permitted use in the R-4 Multiple Family Residential District, which is the only district to allow senior citizen housing as either a permitted or conditional use.

R-4 District Standards:

The R-4 Multiple Family Residential District standards along with the proposed setbacks and sizes are listed below. *The proposed addition falls within all the minimum requirements.*

	<u>Requirement</u>	<u>Current / Proposed</u>
Lot Size	10,000 sq. ft. minimum	168,420.81 sq ft (3.86 ac)
Lot Width	80 feet minimum	300 feet + no change proposed
Front Yard Setback	30 feet minimum	64+’ current/ no change proposed
Rear Yard Setback	35 feet minimum	41’ current /35’ proposed
Side Yard Setback	15 feet minimum	60+ current /26+ proposed
Maximum Height.	3 stories or 35 feet whichever is less	35’ current /35’ proposed
Bulk (Ground Floor Area)	shall not exceed 0.3 or 50,526.24 sq. ft. max.	28,503 sq. ft. /36,072 proposed
Bulk (Floor Area Ratio)	shall not exceed 0.5 84,210.41 sq. ft. max.	55,534 sq. ft /68,034 proposed

Park Dedication:

A park land dedication and trail requirements were discussed as a part of the original PUD agreement in 2010. Oak Terrace Senior Housing of Jordan plat provided (1) a fee in lieu of park land dedication to the City equal to 10% of the land value, (2) Constructed a trail to City specifications along the west side of Aberdeen Avenue, with a dedicated access/trail easement over the trail and (3) executed an agreement agreeing to future assessments for the construction of a trail along the south side of Beaumont Boulevard. *No further park or trail requirements are proposed with this addition.*

PUD Review:

As part of the PUD plan process evaluation of the proposed Preliminary PUD plan shall include, but not be limited to, the following criteria:

- a. Adequate property control is provided to protect the individual owner’s rights and property values and the public responsibility for maintenance and upkeep. *The public responsibility for upkeep and maintenance of the facility will be minimal other than maintaining additional trails that will be installed as part of the project. Property control will be provided by the owner and employees of the facility to protect the owner's rights.*
- b. The interior circulation plan plus access from and onto public rights-of-way does not create congestion or dangers and is adequate for the safety of the project resident and the general public. *The interior circulation plan and access from and onto public rights-of-way has been reviewed and approved and will not create excess congestion or dangers on the adjacent roadways which are designated major collectors which are suppose to handle large amounts of traffic. The addition of 16 assisted living units is not anticipated to create congestion or affect the safety to the public right-of-way as the access point is not being changed. No changes are proposed to the interior circulation.*
- c. A sufficient amount of usable open space is provided. *Sufficient open space is provided on the site. The Zoning Ordinance requires 400 square feet of useable open space is provided per dwelling unit. The lot is 168,420 square feet. With 67 units a total of 26,800 square feet of open space is required. The building foot print is 36,072 square feet and parking/hard surface is 30,751.square feet, resulting in 66,823 sq. feet or 40% of site coverage and 101,597 square feet or 60% of open space. The open space requirement is satisfied with this proposal, with infiltration ponds included in the open space.*
- d. The arrangement of buildings, structures and accessory uses does not unreasonably disturb the privacy or property values of the surrounding residential uses. *The arrangement of the building does not disturb the privacy or property values of the surrounding residential use. The closest residential uses are single family homes to the northeast and southeast are across major collector roadways. All other adjacent uses are agricultural fields or schools.*
- e. The architectural design of the project is visually compatible with the surrounding area. Architectural style or type of buildings shall not solely be a basis for denial or approval of the Preliminary PUD plan. However, the overall appearance and compatibility of individual buildings to other site elements of surrounding development will be given primary consideration in the review stages of the Planning Commission and City Council. *Architecturally the design of the building and building material used are similar to the residential single family homes in the area. The addition has been designed to match the existing building.*
- f. The drainage and utility system plans are submitted to the City Engineer and shall be subject to approval of the City Engineer. *All plans have been submitted to the City Engineer and are subject to the City Engineer's approval.*
- g. The development schedule insures a logical development of the site which will protect the public interest and conserve land. *The addition was identified on the 2010 preliminary PUD plan.*

h. Proposed unit and accessory use requirements are in compliance with the district provisions in which the development is planned. *The unit requirements meet or exceed all requirements of the underlying R-4 Multiple Family Residential District. There are no accessory uses proposed with the project at this time.*

Building Materials: As part of the PUD review, building materials are required to meet section 11.80 of the Zoning Ordinance-Architectural Control and Building Materials. The requirements include the building be designed to consist of exterior materials which are compatible with development in the surrounding area with regard to architectural quality and the massing of structures. *The proposed addition is proposed to use exterior building materials which match the existing facility including the siding and brick. The addition is on the northeast side of the lot and will be visible from Aberdeen Avenue and Beaumont Boulevard, but is primarily in the rear of the lot. The new addition shall match the existing building materials.*

Lighting: The only additional outdoor lighting proposed will be located at the two new entrances. This will include two patio, globe style lights. Light will be directed toward the ground. *Any future outdoor lighting which is not globe lighting shall be directed perpendicular to the ground or directly on a building so that no direct rays are visible from off the property.*

Off-Street Loading: At this time there are no off-street loading areas proposed with the proposal.

Off-Street Parking:

Within the zoning ordinance parking requirements for senior citizen housing are one parking space per dwelling unit and sufficient expansion area (proof of parking) for an additional 0.2 parking spaces per dwelling unit. Within a PUD, the City has some flexibility within zoning regulations. *Due to the nature of the senior housing: memory loss and assisted living, the City approved the inclusion of 45 parking spaces with 29 above ground and 16 below ground as a part of the original PUD approval.*

Upon reviewing area Zoning Ordinances it was noted that the cities of Shakopee, Savage and Belle Plaine also require one space per dwelling for senior housing and do not specify parking regulations for "Assisted Living Facilities". The City of Elko New Market requires 0.5 parking space for each assisted living space and the City of New Prague requires one parking space per bed + one per employee on the largest shift for assisted living.

If categorized as senior housing an additional 16 parking spaces would be required plus an additional 4 for proof of parking, under the current ordinance. Oak Terrace Senior Housing currently employs 53 full and part-time employees that work on three different shifts, with an average of 17 per shift. They will add 10 to 11 new positions with the addition, with three to four per shift. Off-street parking requirements are not met on this site plan under the current off-street parking ordinance. The applicant requests consideration under the PUD to allow the 45 spaces to meet the requirements, with proof-of-parking for an additional 12 spaces to be accessed off Beaumont Boulevard.

Oak Terrace Staff conducted an on-site parking survey from Monday, Jan. 28, 2013 to Fri. Feb. 1, 2013. Following are the results. *Weekends may bring more visitors to the site. It is suggested weekend dates also be included in a survey.*

Oak Terrace Senior Living of Jordan Parking Space Count at shift change

Date	Time	Number of Cars	Available Spaces	Total Spaces
1/28/2013	16:00	19	26	45
1/28/2013	20:00	8	37	45
1/29/2013	9:00	20	25	45
1/29/2013	12:00	22	23	45
1/29/2013	15:12	24	21	45
1/30/2013	9:00	18	27	45
1/30/2013	15:30	14	31	45
1/31/2013	9:00	18	27	45
1/31/2013	3:00	24	21	45
2/1/2013	8:19	17	28	45
2/1/2013	15:22	24	21	45

The Planning Commission is in the process of updating the Zoning Ordinance, including off-street parking regulations. If parking for Assisted Living Facilities is included similar to Elko New Market, the current parking lot would be sufficient. Staff finds it essential to also plan for employee parking and visitor parking. It is proposed the off-street parking regulations be modified to address specifically "Assisted Living Senior Housing" with the following requirement – "0.5 parking spaces per dwelling unit plus one parking space for each employee on the largest shift. This would result in the following calculation for off-street parking:

$$\begin{array}{r} 67 \text{ units} \times .5 \text{ parking per unit} = 33.5 \text{ or } 34 \text{ spaces} \\ 17 \text{ employees} + 4 \text{ new on maximum shift} \times 1 \text{ parking/employee} = \underline{21 \text{ spaces}} \\ \text{Total off-street parking required} = 55 \text{ spaces} \end{array}$$

The applicant believes adequate spaces are currently provided. The City could monitor the parking use and allow "Proof of Parking" which is currently defined as, "Proof of Parking" - An area of a lot other than that area required for yards usable open space or landscaping which is allocated for parking, but is not paved or striped."

It is being recommended the following be included in the updated Off-Street Parking regulations:

Proof of Parking. Subject to review the City may reduce the number of required off-street parking spaces when the applicant can demonstrate in documented form a need which is less than required. In such situations, the City shall require a site plan illustrating "Proof of Parking" availability. The plan shall illustrate where the additional parking will be located and how the traffic circulation will coordinate with the site plan and existing parking lot should use or needs change. The Planning Commission shall also consider:

1. The on street parking available by the site.
2. The expected usage of the site and parking demand.
3. Surrounding land uses and zoning districts.
4. The provisions of this chapter affecting the parking lot or loading area.
5. Any other associated aspect that the Planning Commission deems necessary to evaluate the request.
6. The applicant shall install the additional required off-street parking within six (6) months of written notification by the Zoning Administrator.

The applicant requests Planning Commission consideration to approve the PUD with the 45 off-street parking spaces with "Proof of Parking" for an additional 12 spaces to accommodate up to 57 vehicles. This would meet the proposed new off-street parking requirements for Assisted Living and allow two additional to address future changes in the type of occupancy and employment levels. The "Proof of Parking Plan, has been reviewed by the City Engineer, to ensure it meets access guidelines from the intersection of Beaumont Boulevard and Aberdeen Avenue and does not impact storm water ponds.

The Planning Commission is asked to prepare a recommendation on the off-street parking requirements for the City Council's consideration.

Trash Enclosures: One trash enclosure is located on the southeast end of the building with access from the parking lot for pick up. A sidewalk connection from the building to the trash enclosure is proposed with a side gate shown on the trash enclosure for access. *No additional trash receptacles are proposed. The applicant has indicated if additional trash is generated beyond the current capacity, additional pick-ups will be scheduled.*

Landscaping: As part of the planned unit development plan landscaping plans are required to be submitted for review and approval by the City Council. *The landscaping plan proposes to install numerous types of shrubs, bushes and ornamental trees along the foundation of the building including crabapples, hydrangea, yews, burning bush, blue spruce, spirea, daylilies, feather reeds, hostas, mugo pines, and viburnum. This meets the requirements of the ordinance. It is noted that the landscape requirements of the original PUD have not yet been met. Boulevard trees are required along Beaumont Avenue. It is recommended that the installation of these trees be a requirement of the PUD approval.*

Outdoor Storage: No outdoor storage is noted on the plans or proposed.

Signage: At this time no additional signage has been proposed. Any proposed signage will be required to meet all applicable requirements of Section 11.65 Signs, of the zoning ordinance.

Chair Sand opened the Public Hearing at 6:45 p.m.

Mick Montag thanked the Planning Commission for attending the Special Meeting and thanked staff for circulating his plans.

With no other comments, Chair Sand closed the public hearing at 6:46 p.m. and opened up discussion to Commissioners.

Commissioner Jeff Will asked Waltman about fire access and adding a fire access lane, and how wide the access lane would have to be. He also asked if that would help by adding some parking.

Waltman and the Planning Commission answered that a fire access lane in that area wouldn't be a possibility due to the storm water retention pond.

The Planning Commission asked Mr. Montag if the current site would have room for future additions.

Mr. Montag answered by explaining that he might have room on the South side of the building for additional memory loss space.

The Planning Commission noted that there are less and less people driving while living in these types of facilities. They also noted that there is only off street parking available and there is no on street parking on Aberdeen Ave. It was also noted that on occasion, Oak Terrace speaks to the Elementary School about using their parking lot for special events. Staff explained that they requested future parking be shown on the site plan in case the use changes and the building transitions into more of a Senior Living Facility, where more parking would be necessary. Engineer Waltman noted that in the future when Beaumont becomes a major collector street access onto Beaumont may need to be reconsidered.

Commissioner Schmitt asked that if the parking regulations change in the Zoning Code, would Oak Terrace need to immediately add more parking.

Staff answered that it would be incorporated into the development agreement, that if additional parking is required, staff will serve notice and the additional parking would be required in a certain period of time.

Motion Hafslund seconded by Schmitt to recommend the proposed site plan, preliminary and final planned unit development, and the draft resolution to City Council with contingencies by staff and engineering included. With all in favor the motion passed 7-0.

3.0 Adjournment

Member Will made a Motion, Marnoff seconded, to adjourn the meeting at 7:00 p.m. The Motion was approved unanimously.

Respectfully Submitted,
Emily Bodeker, Planning Intern