



# PLANNING COMMISSION STAFF REPORT

**PC MEETING DATE: SEPTEMBER 28, 2009**

## ITEM FOR PLANNING COMMISSION CONSIDERATION:

Conduct a public hearing regarding an amendment to the City's Comprehensive Plan related to development of a new City Hall Building at 6700-6758 Portland Avenue. The amendment will change the designation of certain parcels from Low Density Residential to Public and will also correct an error that describes a portion of the current City Hall site as Park rather than the correct designation of Public.

## I. RECOMMENDED ACTION:

**Conduct and close a public hearing and by motion: Recommend approval of a resolution amending the City's Comprehensive Plan for a portion of 6710 Portland Avenue from Park to Public/Quasi-Public, and at 6734, 6754 and 6758 Portland Avenue from Low Density Residential to Public/Quasi-Public.**

## II. BACKGROUND

A number of boundaries, property line and use designation issues exist on the property that is currently occupied by Richfield City Hall, Heredia Park and two single-family homes along Portland Avenue. Specifically, the physical property lines do not accurately describe the boundaries of each use, which has led to errors in the designation of land in the Comprehensive Plan (see aerial map attachment). The proposed Comprehensive Plan amendment and the platting of this block (to be considered by the City Council) will address these issues. Additionally, the proposed amendment will change the designation of the single-family parcels from Low Density Residential to Public/Quasi-Public.

Heredia Park is officially addressed as 6710 Portland Avenue South. As they exist now, the property lines of Heredia Park include half of the existing City Hall building and the entire parking lot. This led to an error in classification of the property in the Comprehensive Plan. The area covered by the building and parking lot should have been designated as Public/Quasi-Public, rather than Park. The proposed amendment will correct this error.

Currently the properties located at 6734, 6754 and 6758 Portland Avenue are designated as Low Density Residential in the Comprehensive Plan. 6754 and 6758 Portland Avenue are the two single family homes located at the southern end of the block. 6734 Portland Avenue is a separately-addressed parcel that is currently part of

the City Hall parking lot. The proposed amendment will change the designation of these parcels to Public/Quasi-Public.

### III. BASIS OF RECOMMENDATION

#### A. POLICY

- The Metropolitan Council must approve all amendments to the Comprehensive Plan.

#### B. CRITICAL ISSUES

- The proposed changes will allow for the construction of a new City Hall and will correct errors in the existing Comprehensive Plan.
- It is not anticipated that the Metropolitan Council will have any concerns regarding the proposed changes.

#### C. FINANCIAL

- N/A

#### D. LEGAL

##### Land Use:

##### Current:

6700 Portland Avenue – City Hall (part)  
6710 Portland Avenue – City Hall (part), parking lot and Heredia Park  
6734 Portland Avenue – Parking lot  
6754 Portland Avenue – Single-family home  
6758 Portland Avenue – Single-family home

##### Proposed:

Combine lots into a single parcel that will be the site of a new City Hall and Heredia Park.

##### Comprehensive Plan:

##### Current:

6700 Portland Avenue – Public / Quasi-Public  
6710 Portland Avenue – Park  
6734 Portland Avenue – Low Density Residential  
6754 Portland Avenue – Low Density Residential  
6758 Portland Avenue – Low Density Residential

##### Proposed:

Combine lots into a single parcel to be designated as Public/Quasi-Public (City Hall and parking lot) and Park (Heredia Park).

Notification: Notice of this public hearing was published in the Sun Current in accordance with State and local requirements. Residents and property owners within 350 feet were notified by mail.

Other Actions:

*Council:* The recommendation of the Planning Commission will go to the Council for consideration. If adopted, the proposed changes will be effective following approval by the Metropolitan Council.

*HRA:* N/A

*Hearing Examiner:* N/A

IV. ALTERNATIVE RECOMMENDATION(S)

- Do not recommend approval of the proposed Comprehensive Plan amendments.

V. ATTACHMENTS

- Resolution
- Aerial Map
- Existing Comprehensive Plan Map
- Proposed Comprehensive Plan Map

VI. PRINCIPAL PARTIES EXPECTED AT MEETING

- N/A

RESOLUTION NO. \_\_\_\_\_

**RESOLUTION AMENDING THE CITY'S COMPREHENSIVE PLAN  
FOR A PORTION OF 6710 PORTLAND AVENUE SOUTH FROM PARK TO PUBLIC/QUASI-  
PUBLIC, AND AT 6734, 6754, AND 6758 PORTLAND AVENUE SOUTH FROM LOW  
DENSITY RESIDENTIAL TO PUBLIC/QUASI-PUBLIC**

**WHEREAS**, the City's Comprehensive Plan provides a Guide Plan establishing particular planning needs for specific segments of the City; and

**WHEREAS**, the Comprehensive Plan designates a 6710 Portland Avenue South as "Park" and 6734, 6754 and 6758 Portland Avenue South as "Low Density Residential;" and

**WHEREAS**, the City has reviewed the Guide Plan classification and determined that it would be appropriate to designate a portion of 6710 Portland Avenue as "Public/Quasi-Public" and 6734, 6754 and 6758 Portland Avenue as "Public/Quasi-Public;" and

**WHEREAS**, the Planning Commission conducted a public hearing on September 28, 2009 concerning modifying the Guide Plan and recommended approval of the modifications; and

**WHEREAS**, the City Council considered the amendment on October 13, 2009;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Richfield, Minnesota that the City's Comprehensive Plan is hereby amended to designate a portion of 6710 Portland Avenue South as "Public/Quasi-Public" and 6734, 6754, and 6758 Portland Avenue South as "Public/Quasi-Public," contingent upon the following:

1. The revision is submitted to and approved by the Metropolitan Council.

Adopted by the City Council of the City of Richfield, Minnesota this 13th day of October 2009.

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Debbie Goettel, Mayor

ATTEST:

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Nancy Gibbs, City Clerk