



City of Albertville Council Agenda

Monday, April 6, 2026
City Council Chambers
7 pm

PUBLIC COMMENTS -The City of Albertville welcomes and encourages public input on issues listed on the agenda or of general community interest. Citizens wishing to address the Council regarding specific agenda items, other than public hearings, are invited to do so under Public Forum and are asked to fill out a "Request to Speak Card." Presentations are limited to five (5) minutes.

1. **Call to Order**
2. **Pledge of Allegiance – Roll Call** Pages
3. **Recognitions – Presentations - Introductions**
4. **Public Forum** – (time reserved 5 minutes)
5. **Amendments to the Agenda**
6. **Consent Agenda**

All items under the Consent Agenda are considered to be routine by the City staff and will be enacted by one motion. In the event an item is pulled, it will be discussed in the order it is listed on the Consent Agenda following the approval of the remaining Consent items. Items pulled will be approved by a separate motion.

 - A. Approve the March 2, 2026, regular City Council Meeting minutes as presented. 3-5
 - B. Approve the March 16, 2026, regular City Council Meeting minutes as presented. 6-9
 - C. Authorize the Monday, April 6, 2026, payment of claims as presented, except bills specifically pulled which are passed by separate motion. The claims listing has been provided to City Council as a separate document and is available for public view at City Hall upon request. 10
 - D. Approve new annual Waste Haul License True North Sanitation. 11
 - E. Approve a Field Scheduling Agreement to centralize the scheduling of the outdoor athletic field with the STMA School District and adopt Ordinance No. 2026-05 amending Title 3, Chapter 1, Section 3 City Fees, Fines and Rates for Rentals - Park fee. 12-18
7. **Planning and Zoning**
 - A. **Ventura Addition Zoning Map Amendment, Preliminary Plat and Final Plat** 19-51

(Motion to adopt Ordinance No. 2026-02 for Rezoning Lot 1, Block 1, Ventura Addition, from Prairie Run PUD/R-1A to R-1A, adopt Ordinance No. 2026-03 for Outlot A, Ventura Addition, from Albertville Clinic PUD/B-2 to B-2, and Resolution No. 2026-08 approving the preliminary and final plat for Ventura Addition with conditions.)

(Motion to approve Developers Agreement for Ventura Addition.)
 - B. **Public Hearing - Drainage and Utility Easement Vacation, Lot16, Block 1, Prairie Run to be platted as Ventura Addition** 52-55
 - **Mayor to open the public hearing.**
 - **Motion to close the public hearing.**

(Motion to adopt Resolution No. 2026-09 Vacating all Drainage and Utility Easements within Lot16, Block 1 of the Plat of Prairie Run within the City of Albertville.

- 7. **Planning and Zoning – continued**
 - C. **Zoning Text Amendment and PUD Amendment for a Community Center** 56-67
(Motion to adopt Ordinance No. 2026-04 amending the City Code and Zoning Ordinance relating to the regulations of Community Centers within the City.

(Motion to approve amendment to Albertville Plaza PUD Agreement, allowing community centers with accessory prayer services in Lot 1, Block 1 as an interim use and addressing maintenance of the screening fence.)
 - D. **LaBeaux Commercial Center – Concept Review** 68-71
- 8. **Wright County Sheriff’s Office – Updates, reports, etc.**
- 9. **Department Business**
 - A. **City Council**
 - 1. **Committee Updates** *(STMA Arena, Planning, JPWB, Parks, Fire Board, FYCC, etc.)*
 - B. **Building – None**
 - C. **City Clerk – None**
 - D. **Finance – None**
 - E. **Fire – None**
 - F. **Public Works/Engineering – None**
 - G. **Legal – None**
 - H. **Administration**
 - 1. **City Administrator’s Update** 72-73
- 10. **Announcements and/or Upcoming Meetings**
 - April 13 STMA Arena Board, 6 pm
 - April 14 Planning Commission, 7 pm
 - April 20 Local Board of Appeals and Equalization, 6:15 pm
 - April 20 City Council, 7 pm
 - April 27 Joint Power Water Board, 6 pm
 - Parks Committee, 7 pm
 - May 4 City Council, 7 pm
- 11. **Adjournment**



ALBERTVILLE CITY COUNCIL

DRAFT REGULAR MEETING MINUTES

March 2, 2026 – 7pm
Council Chambers
Albertville City Hall

1. Call to Order

Mayor Hendrickson called the meeting to order at 7 pm.

2. Pledge of Allegiance – Roll Call

Present: Mayor Hendrickson, Councilmembers Cocking, Hayden, Olson, and Zagorski

Staff Present: City Administrator Nafstad, Fire Chief Bullen, City Attorney Couri, Finance Director Lannes and City Clerk Luedke.

3. Recognitions – Presentations – Introductions

Wright County Commissioner Holland reported that the Wright County purchased property in the City of Albertville to expand the government center by adding a satellite facility due to the area's growing population. She stated that the County acquired the old Highland Bank building but does not yet have a timeline for construction. Commissioner Holland noted that the location was prime due to its proximity to I-94, and she responded to Council questions.

City Administrator Nafstad provided additional information on the property and potential services the satellite facility may offer, and he answered Council questions.

4. Public Forum

There was no one present for the public forum

5. Amendments to the Agenda

City Administrator Nafstad requested to add an item under 9I3. Administration entitled "KinderCare – Letter of Credit Reduction No. 1".

MOTION made by Councilmember Olson, seconded by Councilmember Hayden to approve the March 2, 2026 Agenda as amended. Ayes: Cocking, Hayden, Hendrickson, Olson, and Zagorski. Nays: None. The motion carried.

6. Consent Agenda

All items under the Consent Agenda are considered to be routine by the City staff and will be enacted by one motion. In the event an item is pulled, it will be discussed in the order it is listed on the Consent Agenda following the approval of the remaining Consent items. Items pulled will be approved by a separate motion.

- A. Authorize the Tuesday, February 17, 2026, payment of claims as presented, except bills specifically pulled which are passed by separate motion. The claims listing has been provided to City Council as a separate document and is available for public view at City Hall upon request.
- B. Authorize the purchase of 3 sets of turnout gear for the Albertville Fire Department.

MOTION made by Councilmember Cocking, seconded by Councilmember Zagorski to approve the March 2, 2026, Consent Agenda as submitted. Ayes: Cocking, Hayden, Hendrickson, Olson, and Zagorski. Nays: None. The motion carried.

7. Public Hearing – None

8. Wright County Sheriff’s Office – Updates, reports, etc.

The Wright County Sheriff Deputy who was present provided an update on events happening within the City.

9. Department Business

A. City Council

1. Committee Updates (*STMA Ice Arena, Planning, JPWB, Parks, Fire Board, FYCC, etc.*)

Councilmember Olson reported on the recent Parks Commission meeting, noting there was a discussion regarding the upcoming Parks Night Out and the Central Park playground opening, which would include a ribbon-cutting ceremony.

B. Building – None

C. City Clerk – None

D. Finance – None

E. Fire – None

F. Planning and Zoning – None

G. Public Works/Engineering – None

H. Legal – None

I. Administration

1. Sidewalk Café Permit Discussion

City Administrator Nafstad presented the staff report for discussion and noted he was not requesting Council action at this time but rather feedback on whether the Council would be open to allowing sidewalk café permits on Main Avenue following the completion of the first phase of the project. He reported that the restaurants on Main Avenue had requested permission to offer outdoor seating on the sidewalks in front of their businesses. Administrator Nafstad reviewed possible conditions the City could include in an ordinance, such as limiting seating, allowing alcohol service, and other requirements. He responded to questions from Council.

City Clerk Luedke responded to questions from Council regarding the possible permitting process and shared examples of requirements used by other cities.

The Council discussed the parking on Main Avenue, possible aesthetics requirements, and possible types of fencing or barrier for the area. There was general consensus that the Council was open to

reviewing a draft ordinance, which City Administrator Nafstad indicated he would bring back to a future meeting.

2. City Administrator's Update

City Administrator Nafstad presented the City Administrator's Update which included upcoming events. He reported that, with the Fire Chief's upcoming retirement, staff have been discussing the hiring process and has prepared a job description currently under review by the Board of Officers. He noted he will meet with the Board and bring the item to the next City Council meeting for Council review.

3. KinderCare – Letter of Credit Reduction No. 1

City Administrator Nafstad presented the staff report and provided background information regarding the clause to accept the municipal improvements constructed as part of the project. He also responded to questions concerning the KinderCare sign size, noting that it was consistent with City Code.

MOTION made by Councilmember Hayden, seconded by Councilmember Zagorski to reduce Letter of Credit No. 20008385264, held as security for the Albertville Plaza Third Addition, to no less than \$44,653.55, and accept the municipal improvements constructed as part of the project. Ayes: Cocking, Hayden, Hendrickson, Olson, and Zagorski. Nays: None. The motion carried.

Announcements and/or Upcoming Meetings

March 9	STMA Arena Board, 6 pm
March 10	Planning Commission, 7 pm
March 16	City Council, 7 pm
March 23	Joint Power Water Board, 6 pm Parks Committee, 7 pm
April 6	City Council, 7 pm

10. Adjournment

MOTION made by Councilmember Cocking, second by Councilmember Hayden to adjourn the meeting at 7:49 pm. Ayes: Cocking, Hayden, Hendrickson, Olson, and Zagorski. Nays: None. The motion carried.

Respectfully submitted,

Kristine A. Luedke, City Clerk



ALBERTVILLE CITY COUNCIL

DRAFT REGULAR MEETING MINUTES

March 16, 2026 – 7pm
Council Chambers
Albertville City Hall

1. Call to Order

Mayor Hendrickson called the meeting to order at 7 pm.

2. Pledge of Allegiance – Roll Call

Present: Mayor Hendrickson, Councilmembers Cocking, Hayden, Olson, and Zagorski

Staff Present: City Administrator Nafstad, Fire Chief Bullen, City Attorney Couri, Finance Director Lannes and City Clerk Luedke.

3. Recognitions – Presentations – Introductions

Senator Lucero provided a legislative update, noting that fraud and illegal immigration have been dominate topics among the bills being heard in committees this year, with fraud being the primary concern communicated by residents, many of whom are struggling to pay their own bills. He also shared information on additional legislation being discussed, including gun-control measures, and reported on a recent town hall meeting held for adult foster care providers. Senator Lucero responded to questions from Council regarding potential movement on transportation funding and the status of the zoning bill related to allowing apartments in commercial zoning areas.

The Council thanked Senator Lucero for attending the meeting and providing a legislative update.

4. Public Forum

There was no one present for the public forum

5. Amendments to the Agenda

There were no amendments to the agenda.

MOTION made by Councilmember Olson, seconded by Councilmember Zagorski to approve the March 16, 2026 Agenda as submitted. Ayes: Cocking, Hayden, Hendrickson, Olson, and Zagorski. Nays: None. The motion carried.

6. Consent Agenda

All items under the Consent Agenda are considered to be routine by the City staff and will be enacted by one motion. In the event an item is pulled, it will be discussed in the order it is listed on the Consent Agenda following the approval of the remaining Consent items. Items pulled will be approved by a separate motion.

- A. Approve the February 17, 2026, regular City Council Meeting minutes as presented.
- B. Authorize the Monday, March 16, 2026, payment of claims as presented, except bills specifically pulled which are passed by separate motion. The claims listing has been provided to City Council as a separate document and is available for public view at City Hall upon request.

- C. Approve renewal of liquor license for licensee listed in the staff report for the period of April 15, 2026 through April 14, 2027, contingent upon successful Wright County Sheriff's Department review for liquor law violations.
- D. Approve Lower-Potency Hemp Retail Registration for BJ's Sports Tavern, 5788 Main Avenue NE, Albertville.
- E. Approve revisions to the Albertville Fire Department's Standard Operating Policies and Procedures.

MOTION made by Councilmember Cocking, seconded by Councilmember Hayden to approve the March 16, 2026, Consent Agenda as submitted. Ayes: Cocking, Hayden, Hendrickson, Olson, and Zagorski. Nays: None. The motion carried.

1. Public Hearing

A. Public Hearing – Outlet Mall East Side Tax Increment Financing (TIF) Request – continued from the February 17, 2026, City Council meeting.

City Administrator Nafstad reported this item was a continuation for the public hearing from the February 17 Council meeting.

Mayor Hendrickson opened the public hearing and called for public comments; no one came forward to speak.

MOTION made by Councilmember Olson, seconded by Councilmember Zagorski to close the public hearing. Ayes: Cocking, Hayden, Hendrickson, Olson, and Zagorski. Nays: None. The motion carried.

City Administrator Nafstad reported that it was the City's understanding the development was not proceeding, at least in the form originally applied for; therefore, the City Attorney and City's Bond Counsel recommended not establishing the TIF pursuant to the application.

MOTION made by Councilmember Olson, seconded by Councilmember Cocking to not establish the TIF pursuant to the application. Ayes: Cocking, Hayden, Hendrickson, Olson, and Zagorski. Nays: None. The motion carried.

City Administrator Nafstad responded to questions from Council regarding why the TIF was not moving forward, citing the deed restrictions on the land by the property owner. City Attorney Couri responded to questions from Council and provided additional information regarding the item.

2. Wright County Sheriff's Office – Updates, reports, etc.

The Wright County Sheriff Deputy who was present provided an update on events happening within the City.

3. Department Business

A. City Council

1. Committee Updates (*STMA Ice Arena, Planning, JPWB, Parks, Fire Board, FYCC, etc.*)

Councilmember Zagorski provided an update from the Planning Commission meeting, which included a report from Commissioner Holland on activities within the City. He noted the

Commission also heard from a group requesting a zoning amendment to allow for a community center and he responded to questions from the other Councilmembers.

Councilmember Cocking provided an update From the STMA Ice Arena meeting, which included discussion of the budget, noting that rates had been increased by \$5 per hour, as well as upcoming capital expenditures.

B. Building – None

C. City Clerk – None

D. Finance

1. City Server Software Upgrade and Storage Area Network Replacement

Finance Director Lannes presented the staff report, including background information on the City’s servers and the hardware, noting the current system was nearing capacity and was not expandable. She also reviewed the upcoming expiration of the server license in January and the changes in licensing costs. Director Lannes responded to Council questions regarding licensing, storage needs, and expandability of the new equipment.

There was Council discussion regarding the City’s servers, including the amount of storage being requested.

MOTION made by Councilmember Cocking, seconded by Councilmember Hayden to authorize staff to accept quote from Marco for Server Hardware Storage (SAN) and software upgrades not to exceed \$71,000. Ayes: Cocking, Hayden, Hendrickson, Olson, and Zagorski. Nays: None. The motion carried.

E. Fire

1. Fire Department Standard Operating Policies and Procedures Update

Fire Chief Bullen presented the staff report and provided background on the current Response Company Standard Operating Policies and Procedure (SOP). He explained that the Response Company was presently responsible for responding to all calls for service between 10 pm and 5 am, from Sunday night through Friday morning, including Holidays based on monthly rotation calendar. Chief Bullen reported that the Fire Department members and the Board of Officers have requested consideration of changing the schedule to a bi-weekly rotation. He added that Company Officers would be responsible for notifying their companies of the schedule and answered questions from Council.

MOTION made by Councilmember Cocking, seconded by Councilmember Hayden to approve a revision to the Albertville Fire Department’s Standard Operating Policies and Procedures. Ayes: Cocking, Hayden, Hendrickson, Olson, and Zagorski. Nays: None. The motion carried.

F. Planning and Zoning – None

G. Public Works/Engineering – None

H. Legal – None

I. Administration

1. Fire Chief Position

City Administrator Nafstad provided background information regarding the Fire Chief job description, noting that the Board of Officers reviewed it and that it was similar to the previous one with some updates. He stated staff was ready to advertise the position unless the Council would like further information. Administrator Nafstad also reviewed the proposed timeline for interviewing and hiring, including possible interview panel members, and he responded to Council questions.

There was Council discussion regarding the upcoming Fire Chief opening, including the timeline and potential interview panel and reached the consensus to move forward with posting the position.

2. FYCC Scheduling/Field Fees Discussion

City Administrator Nafstad stated that there were three entities involved - the school district and the two cities - and that FYCC schedules parks and fields for both cities. He noted that while other cities usually have a parks and rec department to schedule athletic fields, FYCC has been handling that role, but it may be more logical for the school district to schedule all the fields. Administrator Nafstad added that if the Council agreed, he would place a consent agenda item on the next Council meeting agenda to consider amendments to the fee schedule, including field fees.

3. City administrator's Update

City Administrator Nafstad presented the City Administrator's Update, highlighting upcoming City events. He noted the City has met multiple times with MetroNet Fiber regarding their plan to extend high-speed fiber internet services to all properties within Albertville over a two-year period.

Announcements and/or Upcoming Meetings

March 23	Joint Power Water Board, 6 pm Parks Committee, 7 pm
April 6	City Council, 7 pm
April 13	STMA Arena Board, 6 pm
April 14	Planning Commission, 7 pm
April 20	City Council, 7 pm

4. Adjournment

MOTION made by Councilmember Cocking, second by Councilmember Hayden to adjourn the meeting at 8:05 pm. Ayes: Cocking, Hayden, Hendrickson, Olson, and Zagorski. Nays: None. The motion carried.

Respectfully submitted,

Kristine A. Luedke, City Clerk

April 6, 2026

SUBJECT: CONSENT – FINANCE – PAYMENT OF BILLS

RECOMMENDATION: It is respectfully requested that the Mayor and Council consider the following:

MOTION TO: Authorize the Monday, April 6, 2026, payment of the claims as presented except the bills specifically pulled, which are passed by separate motion. The claims listing has been provided to Council as a separate document. The claims listing is available for public viewing at City Hall upon request.

BACKGROUND: The City processes claims on a semi-monthly basis. The bills are approved through their respective departments and administration and passed onto the City Council for approval.

KEY ISSUES:

- **Account codes starting with 810 are STMA Arena Expenses/Vendors (highlighted) and key issues will be presented in the claims listing document.**

POLICY/PRACTICES CONSIDERATIONS: It is the City's policy to review and approve payables on a semi-monthly basis.

FINANCIAL CONSIDERATIONS: City staff have reviewed and recommend approval of payments presented.

LEGAL CONSIDERATIONS: The Mayor and Council have the authority to approve all bills pursuant to Minnesota State Law, which requires all bills to be paid in a timely manner, generally within 30 days unless one party determines to dispute the billing.

Responsible Person: Tina Lannes, Finance Director

Submitted through: Adam Nafstad, City Administrator-PWD

Attachment:

- List of Claims (under separate cover)

Mayor and Council Request for Action

April 6, 2026

SUBJECT: CONSENT – CLERK – APPROVE NEW ANNUAL WASTE HAULER LICENSE FOR TRUE NORTH SANITATION

RECOMMENDATION: It is respectfully requested that the Mayor and Council consider the following:

MOTION TO: Approve an annual Waste Hauler license application for Bill's Disposal Services LLC dba True North Sanitation.

BACKGROUND: The City received a new Waste Hauler license application from True North Sanitation located at 2041 Edgewood Court in Chanhassen. The company's manager, Mr. Atul Bhatia has completed the appropriate forms for a new Waste Hauler license and provided the annual license fee.

KEY ISSUES:

- The license period for all Waste Hauler licenses runs January 1 through December 31.
- The new business meets the eligibility standards set by City Code section 4-7-2 Garbage and Refuse Collectors regulation.
- The applicant has provided the Waste Hauler license fee.

POLICY/PRACTICES CONSIDERATIONS: The Mayor and City Council have the authority to either approve or deny a waste hauler license application.

FINANCIAL CONSIDERATIONS: The annual license fee is set per the City's Fee Schedule.

Responsible Person: Kris Luedke, City Clerk

Submitted Through: Adam Nafstad, City Administrator-PWD

Attachments:

- The Waste Hauler license application is on file in the City Clerk's Office

April 6, 2026

SUBJECT: CONSENT – CLERK – APPROVE FIELD SCHEDULE AGREEMENT AND AMEND CITY FEE SCHEDULE FOR TO RENTAL PARK FEES

RECOMMENDATION: It is respectfully requested that the Mayor and Council consider the following:

MOTION TO: Approve a Field Scheduling Agreement to centralize the scheduling of the outdoor athletic field with the STMA School District.

MOTION TO: Adopt Ordinance No. 2026-05 amending Title 3, Chapter 1, Section 3 City Fees, Fines and Rates for Rentals - Park fee within the City of Albertville.

BACKGROUND: At the March 16, 2026, Council meeting, staff presented information regarding the three entities involved with Family Youth Community Connections (FYCC): the St. Michael-Albertville (STMA) School District, City of Albertville, and the City of St. Michael. It was noted that FYCC serves as the parks and recreation department for both cities. Staff noted that, in most communities, parks and recreation departments manage field scheduling; however, FYCC has been overseeing this role. It was suggested that the School District may be better positioned to centralize scheduling, as it already manages its own athletic fields.

The School District has provided a proposed Field Scheduling Agreement with FYCC on behalf of both cities. The agreement would centralize the scheduling for all city-owned athletic fields to streamline community use, minimize scheduling conflicts and improve overall field utilization. The agreement term is a year, with automatic annual renewal unless terminated by any party with written notice.

Discussion also included the need to ensure consistency in athletic park fees between the two cities. Staff indicated they would bring proposed fees to this City Council meeting for Council's consideration.

KEY ISSUES:

- FYCC currently schedules athletic field use for the City of Albertville and City of St. Michael.
- The STMA School District schedules its own fields and has proposed an agreement to centralize scheduling of the city fields.
- Staff propose an ordinance amendment to establish consistent athletic park fees between the two cities.

FINANCIAL CONSIDERATIONS: There proposed fee adjustments would establish consistent Athletic Park fees between the two cities.

LEGAL CONSIDERATIONS: In accordance with Council procedures, the Mayor and City Council have the authority to amend the City Code and set fees, as necessary.

Responsible Person: Kris Luedke, City Clerk.

Submitted Through: Adam Nafstad, City Administrator-PWD

Attachments:

- STMA Field Scheduling Agreement
- Title 3, Chapter 1, Section 3 underline/overstruck
- Title 3, Chapter 1, Section 3 clean copy
- Ordinance No. 2026-05 amending the City’s Fee Schedule



FIELD SCHEDULING AGREEMENT

This Agreement is entered into this 16th day of March, 2026, by and between the **St. Michael-Albertville School District** (the "District"), and Family Youth Community Connections (FYCC) on behalf of the **City of Albertville**, and the **City of St. Michael** (collectively, the "Cities").

1. Purpose

The purpose of this Agreement is to centralize the scheduling of municipal (City) and school athletic outdoor fields to provide a streamlined process for community use, minimize scheduling conflicts, and maximize field utilization.

2. Scope of Services

The District shall serve as the primary scheduling authority for all athletic fields owned by the Cities. This duty was previously performed by the FYCC. Responsibilities include:

- **Centralized Intake:** Receiving and processing all permits/requests from youth sports, adult leagues, and private entities.
- **Conflict Resolution:** Managing overlapping requests and prioritizing usage based on agreed-upon tiers (e.g., School sports > City programs > Youth non-profits > Others). In addition, the school district will determine, in collaboration with FYCC and the Cities, when fields are available or closed due to inclement weather or other unexpected conditions. In the event of a fee dispute, the school district will resolve the issue in consultation with the Cities where appropriate.
- **Communication:** Providing the Cities with weekly or monthly schedules to assist with maintenance and lighting operations.
- **Software Management:** Utilizing and maintaining the scheduling software platform.

3. Consideration (Payment)

In exchange for the services provided by the District, FYCC shall pay a combined annual fee of **\$11,000**. Payments shall be made on an annual installment in October or November and paid within 30 days. The District will provide any remuneration owed to the Cities on an annual basis for field rentals and pay this amount in October or November.

The annual fee is subject to change on an annual basis and the District will notify FYCC of any change in fee by December 1st.



4. Terms and Termination

- **Duration:** This Agreement shall be effective for a period of one (1) year, beginning March 16, 2026 and ending on March 15, 2027.
- **Renewal:** This Agreement will automatically renew for successive one-year terms unless any party provides written notice of non-renewal at least ninety (90) days prior to the expiration of the current term.
- **Termination:** Any party may terminate their participation in this Agreement with ninety (90) days' written notice for any reason.

5. Liability and Insurance

Each party shall maintain its own general liability insurance. The District acts only as a scheduling agent and assumes no liability for the physical condition or maintenance of fields owned by the Cities.

6. Assumption of Obligation

In the event of the dissolution or insolvency of FYCC, the Cities assume any contractual obligation or liability outlined in this Agreement on a 70%/30% basis (with the City of St. Michael at 70%).

For the School District: _____

Board President- Drew Scherber

For the School District: _____

Board Clerk- Carol Steffens

FOR FYCC: _____

FYCC Chairperson- Adam Nafstad

For the City of Albertville: _____

City Manager- Adam Nafstad

For the City of St. Michael: _____

City Manager- Steve Bot

Proposed City of Albertville Rental – Parks Fee Schedule

Section	Subject	Fee/Escrow/Penalty
	Rentals - Parks:	
	Central Park shelter - damage deposit	\$100.00
	Central Park shelter key deposit	\$10.00
	Central Park shelter - nonresident	\$300.00 per day + tax
	Central Park shelter - resident	\$150.00 per day + tax
	Field - damage deposit	\$100.00
	Field rental - nonresident	\$150.00/field per day + tax
	Field rental – Albertville resident	\$100.00/field per day + tax
	Central Park Key deposit - shelter only	\$10.00
	<u>Adult Sports Leagues</u>	
	Adult Summer/ <u>Spring leagues (April-Aug)</u>	\$175.00/team per season + tax
	Adult Summer tournaments	\$100.00/field per day + tax
	Adult Fall/Winter <u>leagues (Sept-Feb)</u>	\$100.00/team per season + tax
	Adult winter tournaments	\$100.00/rink per day + tax
	<u>Note: Adult Sports include Baseball, Softball, Soccer,</u>	<u>Lacrosse, Kickball, Hockey, Broomball, etc.</u>
	<u>Tournaments</u>	<u>\$100.00 per field/day + tax</u>
	<u>Youth Sports</u>	
	Youth baseball/softball tournaments	\$25.00/field per day
	<u>Baseball/Softball/Soccer – practice & games Mon-Thur</u>	<u>No charge</u>
	<u>Youth Soccer Tournaments – Fri-Sun</u>	<u>\$100.00 per park/day + tax</u>
	<u>Youth Baseball/softball – Fri-Sun</u>	<u>\$40.00 per field/day + tax</u>
	<u>Youth Lacrosse – practice</u>	<u>No charge</u>
	<u>Youth Lacrosse – games</u>	<u>\$25.00 per game/field + tax</u>
	<u>Non-Resident or For Profit Group</u>	
	<u>Baseball/Softball – Fri-Sun</u>	<u>\$200.00 per field/day + tax</u>
	<u>Soccer – Fri-Sun</u>	<u>\$200.00 per park/day + tax</u>
	<u>Tournament Cleaning Fee – Youth or Adult</u>	<u>\$100.00 per weekend event + tax</u>

Proposed City of Albertville Rental – Parks Fee Schedule

Section	Subject	Fee/Escrow/Penalty
	Rentals - Parks:	
	Central Park shelter - damage deposit	\$100.00
	Central Park shelter key deposit	\$10.00
	Central Park shelter - nonresident	\$300.00 per day + tax
	Central Park shelter - resident	\$150.00 per day + tax
	Field - damage deposit	\$100.00
	Field rental - nonresident	\$150.00/field per day + tax
	Field rental - Albertville resident	\$100.00/field per day + tax
	Central Park Key deposit - shelter only	\$10.00
	Adult Sports Leagues	
	Summer/Spring (April-Aug)	\$175.00/team per season + tax
	Fall/Winter (Sept-Feb)	\$100.00/team per season + tax
	Note: Adult Sports include Baseball, Softball, Soccer,	Lacrosse, Kickball, Hockey, Broomball, etc.
	Tournaments	\$100.00 per field/day + tax
	Youth Sports	
	Baseball/Softball/Soccer - practice & games Mon-Thur	No charge
	Youth Soccer Tournaments - Fri-Sun	\$100.00 per park/day + tax
	Youth Baseball/softball - Fri-Sun	\$40.00 per field/day + tax
	Youth Lacrosse - practice	No charge
	Youth Lacrosse - games	\$25.00 per game/field + tax
	Non-Resident or For Profit Group	
	Baseball/Softball - Fri-Sun	\$200.00 per field/day + tax
	Soccer - Fri-Sun	\$200.00 per park/day + tax
	Tournament Cleaning Fee - Youth or Adult	\$100.00 per weekend event + tax

**CITY OF ALBERTVILLE
COUNTY OF WRIGHT
STATE OF MINNESOTA**

ORDINANCE NO. 2026-05

**ORDINANCE AMENDING TITLE 3, CHAPTER 1, SECTION 3 CITY FEES, FINES
AND RATES FOR RENTAL – PARKS FEES WITHIN THE CITY OF ALBERTVILLE**

The City Council of the City of Albertville, Minnesota hereby ordains:

Section 1. Title 3, Chapter 1, Section 3 – City Fees, Fines and Rates for Rental – Parks fees are hereby amended as follows:

Section	Subject	Fee/Escrow/Penalty
	Rentals - Parks:	
	Central Park shelter - damage deposit	\$100.00
	Central Park shelter key deposit	\$10.00
	Central Park shelter - nonresident	\$300.00 per day + tax
	Central Park shelter - resident	\$150.00 per day + tax
	Field - damage deposit	\$100.00
	Field rental - nonresident	\$150.00/field per day + tax
	Field rental - Albertville resident	\$100.00/field per day + tax
	Central Park Key deposit - shelter only	\$10.00
	Adult Sports Leagues	
	Summer/Spring (April-Aug)	\$175.00/team per season + tax
	Fall/Winter (Sept-Feb)	\$100.00/team per season + tax
	Note: Adult Sports include Baseball, Softball, Soccer, Lacrosse, Kickball, Hockey, Broomball, etc.	
	Tournaments	\$100.00 per field/day + tax
	Youth Sports	
	Baseball/Softball/Soccer - practice & games Mon-Thur	No charge
	Youth Soccer Tournaments - Fri-Sun	\$100.00 per park/day + tax
	Youth Baseball/softball - Fri-Sun	\$40.00 per field/day + tax
	Youth Lacrosse - practice	No charge
	Youth Lacrosse - games	\$25.00 per game/field + tax
	Non-Resident or For Profit Group	
	Baseball/Softball - Fri-Sun	\$200.00 per field/day + tax
	Soccer - Fri-Sun	\$200.00 per park/day + tax
	Tournament Cleaning Fee - Youth or Adult	\$100.00 per weekend event + tax

Section 2. This Amendment shall be in full force and effective immediately following its passage and publication.

Adopted by the City Council of the City of Albertville this 6th day of April, 2026.

Jillian Hendrickson, Mayor

ATTEST:

Kristine A. Luedke, City Clerk

April 6, 2026

**SUBJECT: PLANNING – VENTURA ADDITION ZONING MAP AMENDMENT,
PRELIMINARY PLAT, FINAL PLAT**

RECOMMENDATION: It is respectfully requested that the Mayor and Council consider the following for Roberto Ventura Juarez and Tiffini Juarez, for PIDs 101-103-001160 and 101-118-000010:

- Zoning Map Amendments
- Preliminary Plat
- Final Plat
- Developers Agreement

An easement vacation is included in the request but not included in this report.

MOTION TO: Adopt Ordinance No, 2026-02 for Rezoning Lot 1, Block 1, Ventura Addition, from Prairie Run PUD/R-1A to R-1A, adopt Ordinance No, 2026-03 for Outlot A, Ventura Addition, from Albertville Clinic PUD/B-2 to B-2, and Resolution No. 2026-08 approving the preliminary and final plat for Ventura Addition with conditions.

MOTION TO: Approve Developers Agreement for Ventura Addition.

BACKGROUND: The Planning Commission reviewed the applications and held a public hearing on the rezoning and preliminary plat at their January 13, 2026, meeting. No public comments were received. The Planning Commission discussed the site design and history of the site. The Planning Commission recommends approval of the applications citing consistency with the city's Comprehensive Plan, zoning ordinance, and economic development goals. (Note that the applicant had requested an extension to a later date). There are no outstanding issues, however, conditions are included for the approval of the preliminary and final plat.

KEY ISSUES:

- The plat will realign the shared lot line between the two properties and result in one lot and outlot.
- No proposed changes to the physical characteristics of the site.
- Concerns about potential future access to Lot 1, Block 1 if use changes. A condition is included that may require a future access easement across Outlot A if Lot 1, Block 1 were to have access to County Road 18.
- A condition has been included that the final plat and plat details shall be approved by the City Engineer prior to release for recording.
- The rezoning and plat were recommended for approval by the Planning Commission with six conditions. Three additional conditions have been added by staff since the Planning Commission meeting. One confirming the approval/application, another referencing Engineering approval, and a standard condition requiring a developers agreement was added.

POLICY/PRACTICES CONSIDERATIONS: Approval of the zoning map amendment and preliminary plat, and final plat are consistent with the City’s long range land use plan and zoning ordinance.

FINANCIAL CONSIDERATIONS: Property being divided with the same number of lots shall be exempt from all park land dedication requirements and park dedication has been collected for the existing Lot 16, Block 1, Prairie Run. Park dedication is not collected for platted outlots.

LEGAL CONSIDERATIONS: The City Attorney has reviewed. A developer’s agreement will be required and is part of this approval. Easement vacation will be required to address the existing drainage and utility easements.

Responsible Person: Jenni Faulkner, Bolton & Menk
T.J. Hofer, Bolton & Menk

Submitted Through: Adam Nafstad, City Administrator-PWD

Attachments:

- Final Plat
- Ordinance No. 2026-02 Ordinance Amending the Official Zoning Map of the City of Albertville to Rezone Lot 1, Block 1, Ventura Addition to R-1A
- Ordinance No. 2026-03 Ordinance Amending the Official Zoning Map of the City of Albertville to Rezone Outlot A, Ventura Addition to B-2
- Resolution No. 2026-08 Resolution Approving a Preliminary and Final Plat for Ventura Addition, Wright County, Minnesota
- Developers Agreement
- PC Memo with Attachments

VENTURA ADDITION

DRAFT FOR CITY / CLIENT REVIEW - 12/16/2025

KNOW ALL PERSONS BY THESE PRESENTS: That Roberto Ventura-Juarez and _____, husband and wife, owners of the following described property situated in the County of Wright, State of Minnesota, to wit:

Lot 16, Block 1, PRAIRIE RUN, according to the recorded plat thereof, Wright County, Minnesota.

and

Outlot A, ALBERTVILLE MEDICAL BUILDING, according to the recorded plat thereof, Wright County, Minnesota.

Have caused the same to be surveyed and platted as **VENTURA ADDITION** and do hereby dedicate to the public for public use the drainage and utility easements as created by this plat.

In witness whereof said Roberto Ventura-Juarez and _____, husband and wife, have hereunto set their hands this ____ day of _____, 20____.

Roberto Ventura-Juarez (Signature)

(Name Printed)

STATE OF MINNESOTA
COUNTY OF _____

This instrument was acknowledged before me this ____ day of _____, 20____, by Roberto Ventura-Juarez and _____, husband and wife.

(Signature)

(Name Printed)

Notary Public, _____ County, Minnesota
My Commission Expires _____

I, Abram A. Niemela, do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this ____ day of _____, 20____.

Abram A. Niemela, Licensed Land Surveyor
Minnesota License No. 48664

STATE OF MINNESOTA
COUNTY OF WRIGHT

The foregoing Surveyor's Certificate was acknowledged before me this ____ day of _____, 20____, by Abram A. Niemela, Licensed Land Surveyor, Minnesota License No. 48664.

(Signature)

(Name Printed)

Notary Public, _____ County, Minnesota
My Commission Expires _____

CITY COUNCIL, CITY OF ALBERTVILLE, MINNESOTA

This plat of **VENTURA ADDITION** was approved and accepted by the City Council of the City of Albertville, Minnesota, at a regular meeting thereof held this ____ day of _____, 20____, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

Mayor City Administrator

WRIGHT COUNTY SURVEYOR

I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Subd. 11, this plat has been reviewed and approved this ____ day of _____, 20____.

Wright County Surveyor

WRIGHT COUNTY HIGHWAY ENGINEER

This plat was reviewed and recommended for approval this ____ day of _____, 20____.

Wright County Engineer

WRIGHT COUNTY LAND RECORDS

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable for the year 20____ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this ____ day of _____, 20____.

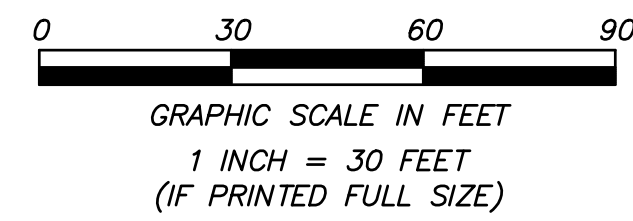
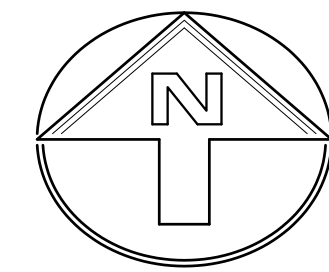
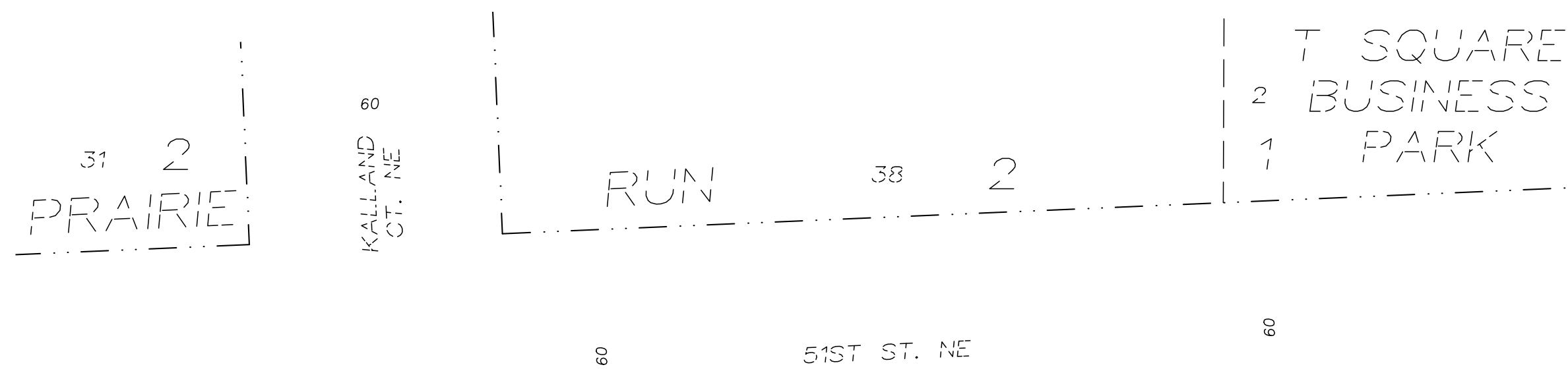
Wright County Land Records Administrator

WRIGHT COUNTY RECORDER

I hereby certify that this instrument was filed in the office of the County Recorder for record on this ____ day of _____, 20____ at ____ o'clock

____ M. and was duly recorded in Cabinet No. _____, Sleeve _____, as Document No. _____.

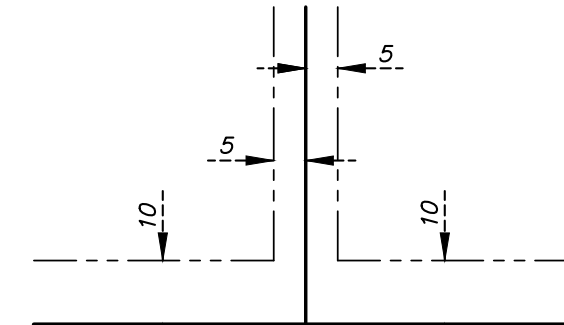
Wright County Recorder



BEARING ORIENTATION:
THE NORTH LINE OF LOT 16, BLOCK 1, PRAIRIE RUN, IS ASSUMED TO BEAR N 87°32'03" E.

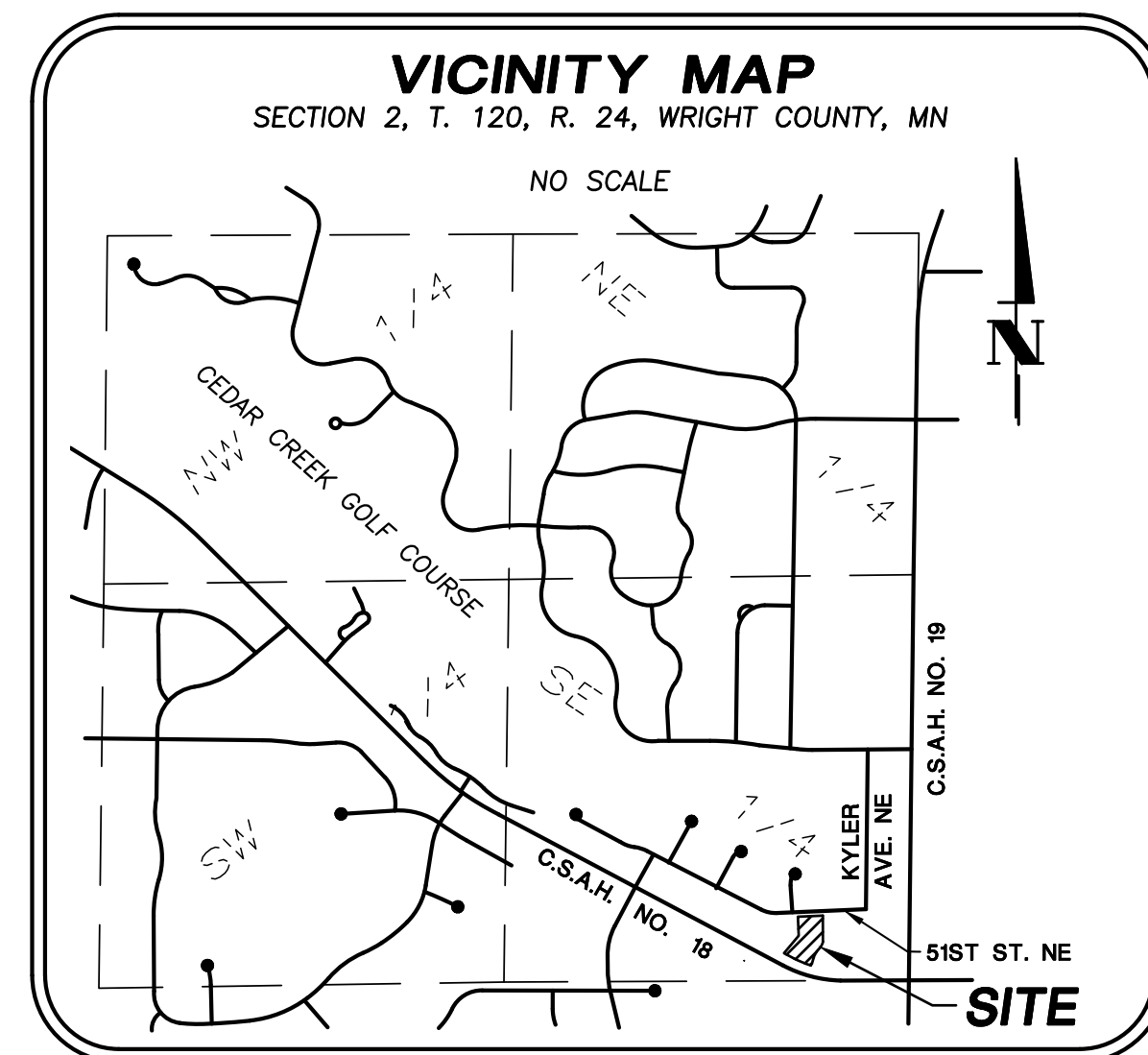
- DENOTES IRON MONUMENT FOUND
- DENOTES 1/2 IN. X 14 IN. IRON MONUMENT SET, MARKED BY LICENSE NO. 48664

Drainage and utility easements are shown thus:



Being 10.00 feet in width, unless otherwise indicated, and adjoining right-of-way lines, and 5.00 feet in width, unless otherwise indicated, and adjoining lot lines as shown on the plat.

BUILDING BLOCK 7



**CITY OF ALBERTVILLE
COUNTY OF WRIGHT
STATE OF MINNESOTA**

ORDINANCE NO. 2026-02

**ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF
ALBERTVILLE TO REZONE LOT 1, BLOCK 1, VENTURA ADDITION TO R-1A**

The City Council of the City of Albertville, Minnesota hereby ordains:

Section 1. The official Zoning Map, as adopted in Section 3000.3 of the Zoning Ordinance of the City of Albertville, is hereby amended to change the designation of the following described property from Prairie Run PUD/R-1A and Albertville Clinic PUD/B-2 to Residential Low Density Single-Family District (R-1A):

LOT 1, BLOCK 1, VENTURA ADDITION, WRIGHT COUNTY, ALBERTVILLE

Section 2. This Amendment shall be in full force and effective immediately following its passage and publication.

Adopted by the City Council of the City of Albertville this 6th day of April, 2026.

Jillian Hendrickson, Mayor

ATTEST:

Kristine A. Luedke, City Clerk

**CITY OF ALBERTVILLE
COUNTY OF WRIGHT
STATE OF MINNESOTA**

ORDINANCE NO. 2026-03

**ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF
ALBERTVILLE TO REZONE OUTLOT A, VENTURA ADDITION TO B-2**

The City Council of the City of Albertville, Minnesota hereby ordains:

Section 1. The official Zoning Map, as adopted in Section 3000.3 of the Zoning Ordinance of the City of Albertville, is hereby amended to change the designation of the following described property from Prairie Run PUD/R-1A and Albertville Clinic PUD/B-2 to Limited Business District (B-2):

OUTLOT A, VENTURA ADDITION, WRIGHT COUNTY, ALBERTVILLE

Section 2. This Amendment shall be in full force and effective immediately following its passage and publication.

Adopted by the City Council of the City of Albertville this 6th day of April 2026.

Jillian Hendrickson, Mayor

ATTEST:

Kristine A. Luedke, City Clerk

**CITY OF ALBERTVILLE
COUNTY OF WRIGHT
STATE OF MINNESOTA**

RESOLUTION NO. 2026-08

**RESOLUTION APPROVING A PRELIMINARY AND FINAL PLAT FOR VENTURA
ADDITION, WRIGHT COUNTY, MINNESOTA**

WHEREAS, Roberto Ventura and Tiffini Juarez, the owners, have made an application to replat the property described as follows:

LOT 16, BLOCK 1, PRAIRIE RUN, ACCORDING TO THE RECORDED PLAT
THEREOF, WRIGHT COUNTY, MINNESOTA

AND

OUTLOT A, ALBERTVILLE MEDICAL BUILDING, ACCORDING TO THE
RECORDED PLAT THEREOF, WIGHT COUNTY, MINNESOTA

WHEREAS, Ventura Addition consists of approximately 1.17 acres; and

WHEREAS, the replatting of land within the City of Albertville requires the approval of the City; and

WHEREAS, Lot 16, Block 1, Prairie Run is currently zoned Prairie Run PUD/R-1A and contains a single-family dwelling; and

WHEREAS, Outlot A, Albertville Medical Building is currently zoned Albertville Clinic PUD/B-2 and is currently vacant; and

WHEREAS, the applicant has also made an application to rezone the property included within the plat; and

WHEREAS, the City of Albertville Planning Commission conducted a public hearing on January 13, 2026, to consider the Preliminary Plat; and

WHEREAS, notice of the public hearing on said Preliminary Plat was duly published and mailed in accordance with the applicable Albertville Ordinances; and

WHEREAS, the Planning Commission heard all persons interested in the Preliminary Plat at the public hearing, and the Commission recommended approval of the plat for Ventura Addition to the City Council; and

WHEREAS, the City Council finds that the proposed preliminary plat Ventura Addition meets the requirements of the Albertville Zoning Ordinance and Subdivision Ordinance; and

WHEREAS, the City Council finds the final plat for Ventura Addition meets the requirements of the Albertville Zoning Ordinance and Subdivision Ordinance and is consistent with the preliminary plat.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of Albertville, Wright County, Minnesota, hereby approves the preliminary plat and final plat for Ventura Addition, subject to the following conditions:

1. Approval of Ordinance 2026-02 rezoning Lot 1, Block 1 and Ordinance 2026-03 rezoning Outlot A within the plat.
2. The applicant is permitted to create one lot and one outlot, as shown on the plat submitted to the City, reviewed with this request, and attached as Attachment A.
3. The Future Land Use Plan shall be updated prior to replatting of Outlot A, Ventura Addition.
4. If Lot 1, Block 1 of Said Plat is ever rezoned to a non-residential zoning district, and said lot is put to a non-residential use, and Wright County requires the closure of the access from said Lot 1 to CSAH 18, the owner of said Outlot A shall provide to the owner of said Lot 1 (and for the benefit of said Lot 1) an ingress/egress easement at least 24 feet wide providing access from 51st Street N.E. to said Lot 1. Said ingress/egress easement shall be provided free of charge to the owner of said Lot 1, but the owner of Lot 1 shall be responsible for paying the reasonable expenses of the Owner of Outlot A in surveying such easement and obtaining a legal description for such easement.
5. Approval is subject to vacation of the drainage and utility easement located on PID 101-103-001160.
6. No improvements or modifications to the site are approved with the approval of this plat.
7. The final plat and plat details shall be approved by the City Engineer prior to release for recording.
8. The plat shall provide utility easements over all utilities, drainage ways, and stormwater ponds service the plat. The size and location shall be subject to the review and approval of the City Engineer.
9. A Developers Agreement is required and shall be recorded with the Final Plat.

Adopted by the City Council of the City of Albertville this 6th day of April 2026.

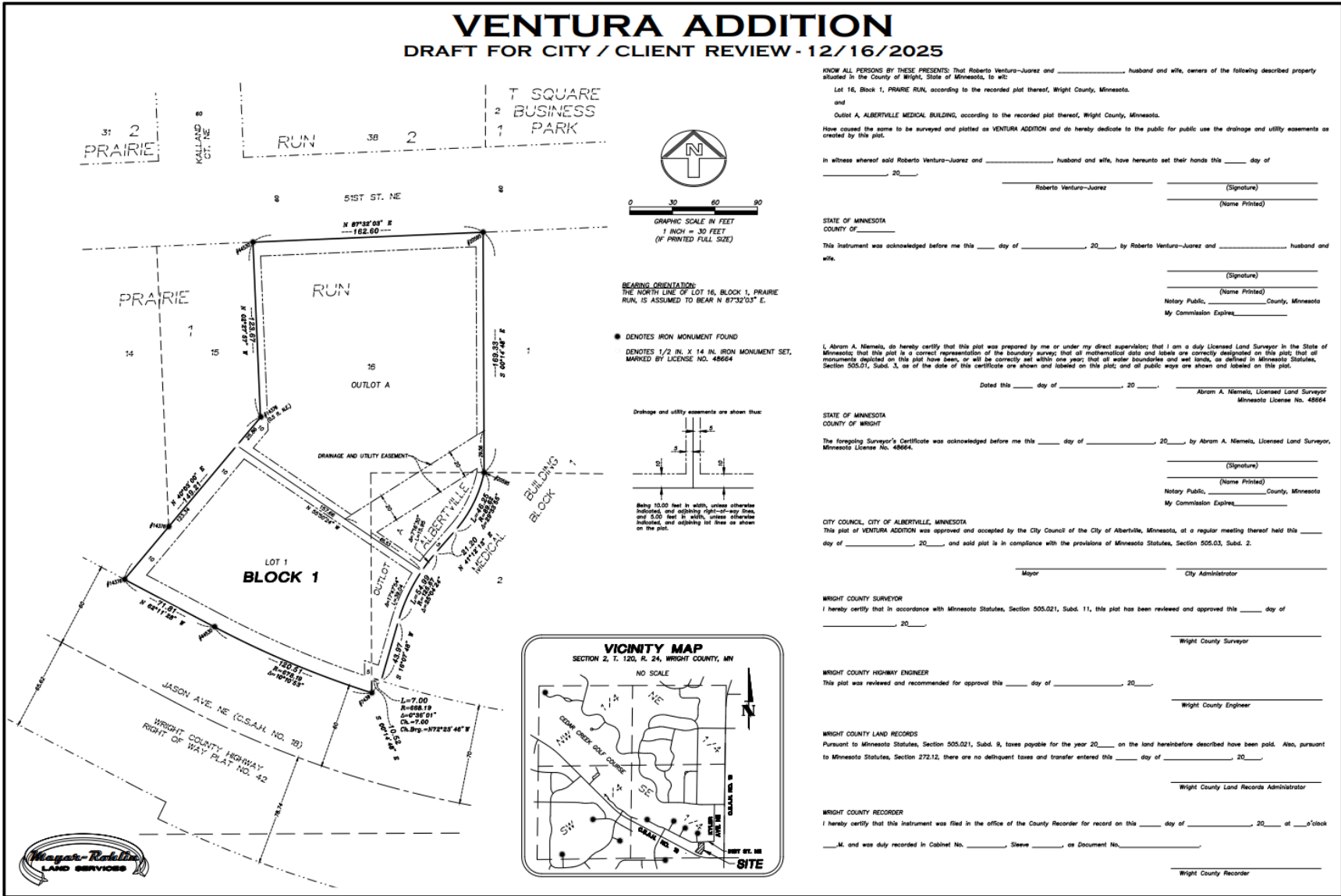
Jillian Hendrickson, Mayor

ATTEST:

Kristine A. Luedke, City Clerk

ATTACHMENT A

VENTURA ADDITION
 DRAFT FOR CITY / CLIENT REVIEW - 12/16/2025



KNOW ALL PERSONS BY THESE PRESENTS, that Roberto Ventura-Juarez and _____, husband and wife, owners of the following described property situated in the County of Wright, State of Minnesota, to wit:
 Lot 16, Block 1, PRAIRIE RUN, according to the recorded plat thereof, Wright County, Minnesota.
 and
 Outlot A, ALBERTVILLE MEDICAL BUILDING, according to the recorded plat thereof, Wright County, Minnesota.
 Have caused the same to be surveyed and plotted as VENTURA ADDITION and do hereby dedicate to the public for public use the drainage and utility easements as created by this plat.

In witness whereof said Roberto Ventura-Juarez and _____, husband and wife, have hereunto set their hands this ____ day of _____, 20____
 Roberto Ventura-Juarez (Signature)
 _____ (Name Printed)

STATE OF MINNESOTA
 COUNTY OF _____
 This instrument was acknowledged before me this ____ day of _____, 20____, by Roberto Ventura-Juarez and _____, husband and wife.
 _____ (Signature)
 _____ (Name Printed)
 Notary Public, _____ County, Minnesota
 My Commission Expires _____

I, Abram A. Nemeis, do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and well lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.
 Dated this ____ day of _____, 20____.
 Abram A. Nemeis, Licensed Land Surveyor
 Minnesota License No. 48664

STATE OF MINNESOTA
 COUNTY OF WRIGHT
 The foregoing Surveyor's Certificate was acknowledged before me this ____ day of _____, 20____, by Abram A. Nemeis, Licensed Land Surveyor, Minnesota License No. 48664.
 _____ (Signature)
 _____ (Name Printed)
 Notary Public, _____ County, Minnesota
 My Commission Expires _____

CITY COUNCIL, CITY OF ALBERTVILLE, MINNESOTA
 This plat of VENTURA ADDITION was approved and accepted by the City Council of the City of Albertville, Minnesota, at a regular meeting thereof held this ____ day of _____, 20____, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.
 _____ Mayor
 _____ City Administrator

WRIGHT COUNTY SURVEYOR
 I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Subd. 11, this plat has been reviewed and approved this ____ day of _____, 20____.
 _____ Wright County Surveyor

WRIGHT COUNTY HIGHWAY ENGINEER
 This plat was reviewed and recommended for approval this ____ day of _____, 20____.
 _____ Wright County Engineer

WRIGHT COUNTY LAND RECORDS
 Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable for the year 20____ on the land heretofore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this ____ day of _____, 20____.
 _____ Wright County Land Records Administrator

WRIGHT COUNTY RECORDER
 I hereby certify that this instrument was filed in the office of the County Recorder for record on this ____ day of _____, 20____ at ____ o'clock ____ M. and was duly recorded in Cabinet No. _____, Sleeve _____, as Document No. _____.
 _____ Wright County Recorder



**CITY OF ALBERTVILLE
DEVELOPMENT AGREEMENT
VENTURA ADDITION**

THIS AGREEMENT, entered into this ____ day of April, 2026 by and between Roberto Ventura Juarez and Tiffini Juarez, husband and wife, referred to collectively herein as “Developer”; and the CITY OF ALBERTVILLE, County of Wright, State of Minnesota, hereinafter referred to as “City”;

WITNESSETH:

WHEREAS, Developer is the fee owner of the real property described in the attached Exhibit A, which real property is proposed to be subdivided and platted for development, and which subdivision, which is the subject of this Agreement, is intended to bear the name “Ventura Addition” and shall hereinafter be referred to in its entirety as “Said Plat” or “Subject Property,” the final plat of which is attached as Exhibit B; and

WHEREAS, this Agreement is entered into for the purpose of setting forth and memorializing for the parties and subsequent owners, the understandings and covenants of the parties concerning Said Plat and the conditions imposed thereon; and

WHEREAS, the City has given final approval of Said Plat contingent upon compliance with certain City requirements including, but not limited to, matters set forth herein; and

WHEREAS, the existing Lot 1, Block 1 of Said Plat, fronts and accesses on County State Aid Highway No. 18 (“CSAH 18”) while Outlot A of Said Plat fronts and accesses on 51st Street N.E.; and

WHEREAS, Outlot A of Said Plat is currently zoned B-2, limited business; and

WHEREAS, Lot 1, Block 1, of Said Plat is currently zoned residential and is being used as a residence, but may, at some point in the future be put to a commercial use;

WHEREAS, the City approved Said Plat with the condition that in the event Lot 1, Block 1 of Said Plat is ever rezoned to a non-residential zoning district and the lot is put to a non-residential use, Developer shall eliminate Lot 1's access to CSAH 18 and shall provide an easement of access to 51st Street free of charge to the owner of Outlot A.

NOW, THEREFORE, IT IS HEREBY AND HEREIN MUTUALLY AGREED, in consideration of each party's promises and considerations herein set forth, as follows:

1. **Plat Approval.** Said Plat is hereby approved, subject to the following conditions:

A. If Lot 1, Block 1 of Said Plat is ever rezoned to a non-residential zoning district, and said lot is put to a non-residential use, and Wright County requires the closure of the access from said Lot 1 to CSAH 18, the owner of said Outlot A shall provide to the owner of said Lot 1 (and for the benefit of said Lot 1) an ingress/egress easement at least 24 feet wide providing access from 51st Street N.E. to said Lot 1. Said ingress/egress easement shall be provided free of charge to the owner of said Lot 1, but the owner of Lot 1 shall be responsible for paying the reasonable expenses of the Owner of Outlot A in surveying such easement and obtaining a legal description for such easement.

2. **Developer to Pay City's Costs and Expenses.**

It is understood and agreed that the Developer will reimburse the City for all reasonable administrative, legal, planning, engineering and other professional costs incurred in the creation, administration, execution or enforcement of this Agreement and the approval of Said Plat. Developer agrees to pay all such costs within 30 days of billing by the City. If Developer fails to pay said amounts, Developer agrees to allow the City to reimburse itself by certifying such costs against the properties in Said Plat for collection with the real estate taxes via the County Auditor's Office pursuant to Minn. Stat. § 366.012 without objection from Developer.

3. **Miscellaneous.**

A. If any portion, section, subsection, sentence, clause, paragraph or phrase of this Contract is for any reason held invalid by a Court of competent

jurisdiction, such decision shall not affect the validity of the remaining portion of this Contract.

B. The action or inaction of the City shall not constitute a waiver or amendment to the provisions of this Contract. To be binding, amendments or waivers shall be in writing, signed by the parties and approved by written resolution of the City Council. The City's failure to promptly take legal action to enforce this Contract shall not be a waiver or release.

C. This Contract shall run with the land and shall be recorded against the title to the property.

4. **Violation of Agreement.**

A. In the case of default by the Developer, its successors or assigns, of any of the covenants and agreements herein contained, the City shall give Developer thirty (30) days mailed notice thereof (via certified mail with a courtesy copy sent via email), and if such default is not cured within said thirty (30) day period, the City is hereby granted the right and the privilege to declare any deficiencies governed by this Agreement due and payable to the City in full. The thirty (30) day notice period shall be deemed to run from the date of deposit in the United States Mail. Upon failure to cure by Developer, the City may thence immediately and without notice or consent bring legal action against the Developer to collect any sums due to the City pursuant to this Agreement, plus all costs and attorney's fees incurred in enforcing this agreement. The City may also specially assess or otherwise certify all said costs incurred upon default against the properties in Said Plat for collection with the real estate taxes pursuant to Minn. Stat. §366.012.

B. Breach of any of the terms of this Contract by the Developer shall be grounds for denial of building permits to the properties on Said Plat.

5. **Indemnity.**

Developer shall hold the City and its officers and employees harmless from claims made by Developer and third parties for damages sustained or costs incurred resulting from Said Plat approval and development. The Developer shall indemnify the City and its officers and employees for all costs, damages or expenses which the City may pay or incur in consequence of such claims, including attorney's fees. Third parties shall have no recourse against the City under this contract.

6. **Assignment of Contract.**

The obligations of the Developer under this Contract can be assigned by the Developer. However, the Developer shall not be released from its obligations under this contract without the express written consent of the City Council through Council resolution.

7. **Limited Approval.**

Approval of this Agreement by the City Council in no way constitutes approval of anything other than that which is explicitly specified in this Agreement.

8. **Integration Clause, Modification by Written Agreement Only.**

This Agreement represents the full and complete understanding of the parties and neither party is relying on any prior agreement or statement(s), whether oral or written. Modification of this Agreement may occur only if in writing and signed by a duly authorized agent of both parties.

9. **Notification Information.**

Any notices to the parties herein shall be in writing, delivered by hand (to the City Clerk for the City) or registered mail addressed as follows to the following parties:

City of Albertville
c/o City Clerk
P.O. Box 9
Albertville, MN 55301
Telephone: (763) 497-3384

Roberto Ventura Juarez and Tiffini Juarez

10. **Agreement Effect.**

This Agreement shall be binding upon and extend to the representatives, heirs, successors and assigns of the parties hereto.

CITY OF ALBERTVILLE

By _____

DRAFTED BY:

Couri & Ruppe Law Office
P.O. Box 369
St. Michael, MN 55376
(763) 497-1930

EXHIBIT A TO DEVELOPER'S AGREEMENT

The legal description of the Plat to which this Developer's Agreement applies is as follows:

Lot 1 and Outlot A, all such property in the plat of Ventura Addition, as said plat is on file in the Wright County Recorder's Office, Wright County, Minnesota.

EXHIBIT B

Final Plat

January 13, 2026

TO: Chair Buhrmann and Members of the Planning Commission

FROM: T.J. Hofer, Consultant Planner

AGENDA ITEM: Zoning Map Amendment, Preliminary Plat, Final Plat, and Easement Vacation for Ventura Addition at PID 101-103-001160 and 101-118-000010

HEARINGS Zoning Map Amendment and Preliminary Plat to PID 101-103-001160 and 101-118-000010

ACTION REQUESTED

The Planning Commission is asked to conduct a public hearing and make a recommendation to the City Council regarding the Zoning Map Amendment and Preliminary Plat for the parcels with PIDs 101-103-001160 and 101-118-000010.

The current request includes the Zoning Map Amendment, Preliminary Plat, Final Plat, and an Easement Vacation for the site. The Final Plat and Easement Vacation are not reviewed by the Planning Commission and will be considered by the City Council at a future meeting.

BACKGROUND

Tiffini and Roberto Ventura, the applicants, have made an application for a Zoning Map Amendment, Preliminary Plat, Final Plat, and Easement Vacation for the properties with PIDs 101-103-001160 (Parcel A) and 101-118-000010 (Parcel B). The Planning Commission is responsible for reviewing the application, holding a public hearing, and making a recommendation to City Council on the Zoning Map Amendment and Preliminary Plat applications.

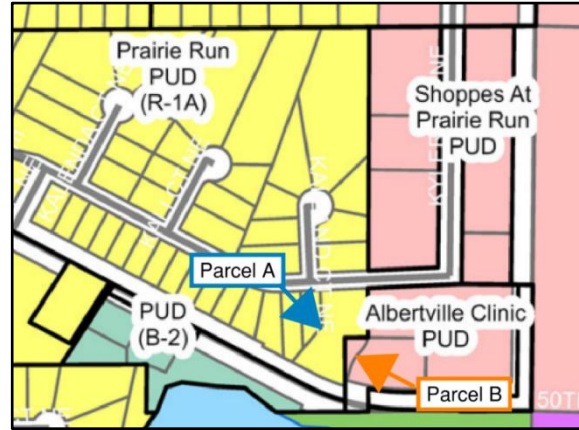


The subject area is located along a private drive between Jason Avenue Northeast and 51st Street. The site is currently comprised of two parcels, Parcel A which is approximately 1.09 acres and Parcel B which is approximately 0.13 acres. Parcel A is currently zoned Prairie Run PUD/R-1A and contains a single-family dwelling. Parcel B is currently zoned Albertville Clinic PUD/B-2, is platted as an outlot, and is currently vacant. The applicant requests to realign the two lots and to vacate the easements that

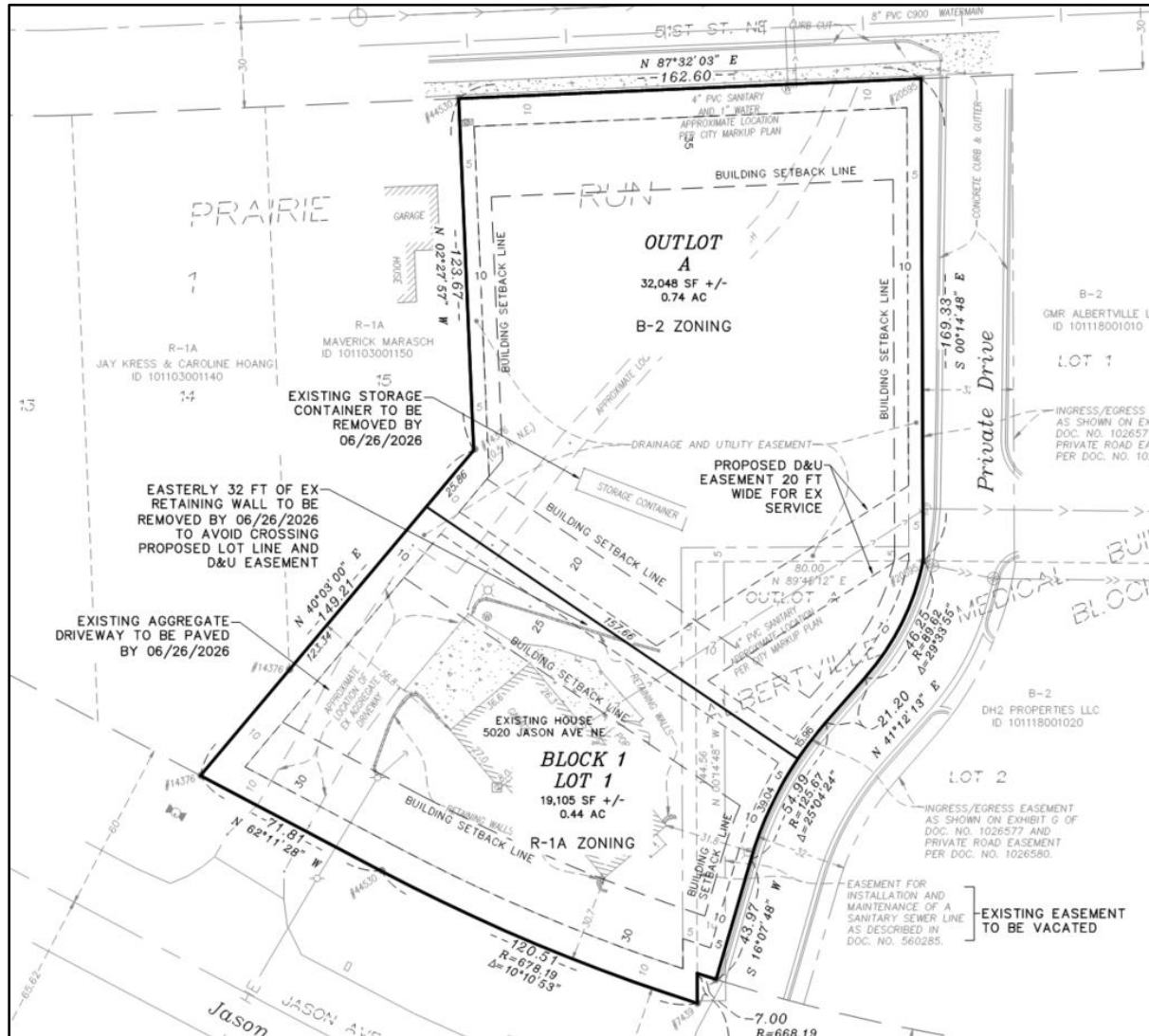
are rendered unnecessary due to the realignment. The current site has access from Jason Avenue Northeast and 51st Street Northeast.

The parcels to the east are part of the Albertville Clinic PUD/B-2, parcel to the west are part of the Prairie Run PUD/R-1A, and the site abuts right-of-way to the south.

REVIEW
Proposed Conditions



The applicant proposes to realign the parcels in the subject property into a 0.44-acre lot and a 0.74-acre outlot. No changes to the physical conditions or development of the lot are proposed currently. The outlot would remain unbuildable until platted in the future. The application is establishing some of the entitlements needed for a future commercial building on Outlot A. The zoning amendment request and standards for the preliminary plat are reviewed below.



Zoning Map Amendment

The applicant has requested to rezone proposed Lot 1, Block 1 to the R-1A district and proposed Outlot A to the B-2 district. The Zoning Ordinance establishes review criteria for amendments to the Zoning Map. The review criteria are:

1. *The proposed action has been considered in relation to the specific policies and provisions of and has been found to be consistent with the official city comprehensive plan.*
2. *The proposed use is or will be compatible with present and future land uses of the area.*
3. *The proposed use conforms with all performance standards contained herein.*
4. *The proposed use will not tend to or actually depreciate the area in which it is proposed.*
5. *The proposed use can be accommodated with existing public services and will not overburden the city's service capacity.*
6. *Traffic generation by the proposed use is within the capabilities of streets serving the property.*

Staff believes that the request for zoning map amendment meets the review criteria established in the zoning ordinance. A proposed use for Outlot A has not been stated by the applicant at this time as part of the submittal. While the outlot will be zoned B-2, it will not be developable until it is platted as a lot. The Future Land Use Map (from the 2018 Vision Plan) designates Parcel A as all residential and Parcel B as commercial consistent with their approved PUD's. The Vision Plan is in the process of being updated, and if the rezoning is approved, the Future Land Use Map will be updated accordingly with the Vision Plan 2026 Update expected to be completed within the next three to four months.

Preliminary Plat Review

Dimensional Standards

Residential Standard	R-1A	Lot 1, Block 1	Meets Req.
Lot area (sq. ft.)	15,000	19,105	Meets
Lot width (ft.)	120	183.3	Meets
Front yard setback (ft.)	30	30.7	Meets
Side yard setback, interior (ft.)	10	56.8	Meets
Rear yard setback (ft.)	25	25	Meets
Site coverage maximum, structures (%)	25	14.2	Meets
Maximum Height (ft.)	35	Unknown	Unknown

The proposed residential lot and existing structure meet the requirements of the R-1A district. The property is a corner lot, but does not have a side yard that abuts a public street so the interior side yard setback is applied to both the west and east property lines. The existing building height is unknown, but is not proposed to change.

Commercial Standard	B-2	Outlot A	Meets Req.
Lot area (sq. ft.)	10,000	32,048	Meets
Lot width (ft.)	100	160.9	Meets
Front yard setback (ft.)	35	N/A	N/A
Side yard setback (ft.)	10		
Rear yard setback (ft.)	20		
Parking lot setback from street (ft.)	15		
Curb barrier from lot line (ft.)	5		
Site coverage maximum (%)	80		
Maximum Height (ft.)	35		

Outlots are not required to meet minimum lot standards, but the applicant has indicate that proposed Outlot A will be replatted in the future to allow for development. The outlot as proposed meets the minimum requirements and a structure placed on the lot should be able to be constructed without variances. A site plan review will also be required.

Dedication Requirements

The subdivision Ordinance does not require dedication on property being divided with the same number of lots. Park dedication will be required when Outlot A is replatted.

Water and Sewer Systems

Proposed Lot 1 has an existing connection to water and sewer. No changes are proposed to the water or sewer connections on the site. The preliminary plat shows the location of a sanitary sewer and water connection location for Outlot A.

Drainage System

No changes to the subject parcel are proposed with this application that would change the existing drainage system. When development is proposed on Outlot A, a drainage plan shall be required.

Easements

The proposed preliminary plat shows a 10 ft. drainage and utility easement along all sides of the parcel, with the easement centered on side lot lines. Existing drainage and utility easements on Parcel A are proposed to be vacated.

Erosion and Sediment Control

An erosion and sediment control plan was not submitted. When development is proposed on Outlot A, an erosion and sediment control plan shall be required.

Access

Proposed Lot 1 is currently accessed from Jason Ave, no changes are proposed to the existing driveway or access from Jason Ave. No access is shown for Outlot A, but staff anticipates access to Outlot A would be from 51st St. NE. Access to the private drive located to the east is managed

by the PUD, which will no longer include the Outlot.

Compliance with Comprehensive Plan

The proposed zoning map amendment and preliminary plat must comply with the Albertville Comprehensive Plan. The properties are shown as Low Density Residential and Commercial on the Proposed Land Use map in the 2018 Visioning Update.

The exact alignment of the parcels and zoning will be inconsistent with the 2018 Visioning Plan guidance, however, the lots will essentially retain the same proposed land use in a different orientation. If approved, the Future Land Use Map will be updated to reflect the approved configuration with the 2026 Vision Plan Update currently underway. The Vision Plan update is expected to be complete within the next three to four months.

RECOMMENDATION: It is respectfully requested that Chair Buhrmann and Members of the Planning Commission consider the following:

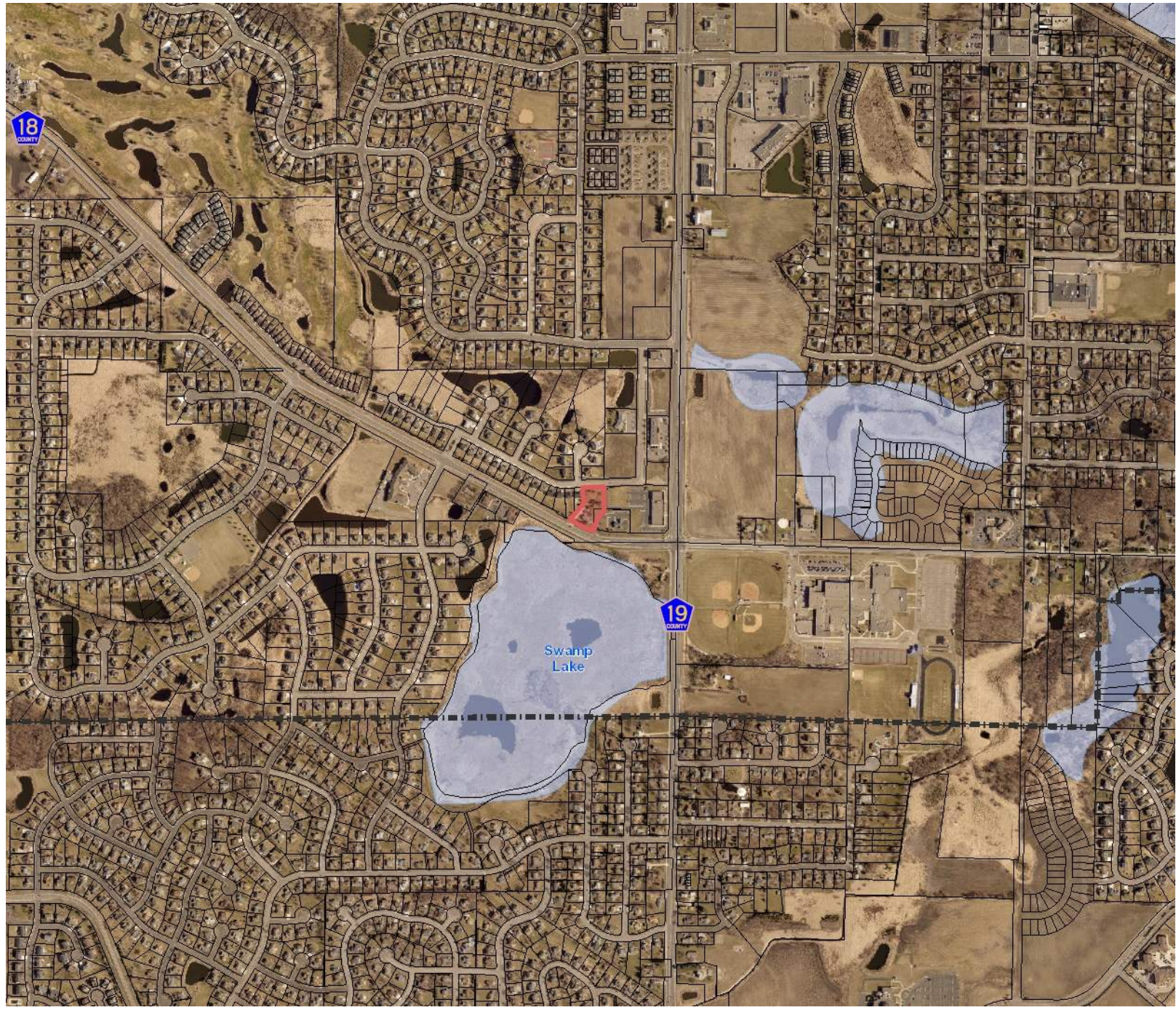
MOTION TO: Recommend approval of the Zoning Map Amendment for the proposed Lot 1, Block 1, Ventura Addition, from Prairie Run PUD/R-1A to R-1A and Outlot A, Ventura Addition, from Albertville Clinic PUD/B-2 to B-2.

MOTION TO: Recommend approval of the Preliminary Plat for Ventura Addition for PID 101-103-001160 and 101-118-000010, with the following conditions of approval:

1. Approval of Ordinance 2026-XX rezoning Lot 1, Block 1 and Ordinance 2026-YY rezoning Outlot A within the plat.
2. An access easement across Outlot A to access Lot 1, Block 1 shall be recorded if or when Lot 1, Block 1 is converted to commercial and access to the county road is denied by the county.
3. Approval is subject to vacation of the drainage and utility easement located on PID 101-103-001160.
4. No improvements or modifications to the site are approved with the approval of this plat.
5. The Future Land Use Plan shall be updated prior to replatting of Outlot A, Ventura Addition.
6. The plat shall provide utility easements over all utilities, drainage ways, and stormwater ponds service the plat. The size and location shall be subject to the review and approval of the City Engineer.

Attachments:

- A. Location Map
- B. Zoning Map
- C. Future Land Use Map
- D. Ventura Addition Application
- E. Ventura Addition Application Materials
- F. Draft Ordinance
- G. Draft Resolutions



Legend

- City Limits
- Centerlines
- Interstate Highway
- CSAH
- Local Road
- Parcels (07/02/2024)
- Protected Waters

Ventura Addition
Location Map

Disclaimer:
This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of records, information, and data located in various city, county, and state offices, and other sources affecting the area shown, and is to be used for reference purposes only. The City of Albertville is not responsible for any inaccuracies herein contained.

0 1,053 Feet

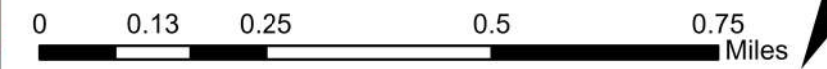
Zoning Map

Albertville

Small Town Living. Big City Life.

Albertville Zoning

- A-1 Agricultural Rural
- A-2 Agricultural Transitional
- B-2 Limited Business
- B-2A Special Business
- B-3 Highway Commercial
- B-4 General Business
- BW Business Warehouse
- I-1 Limited Industrial
- I-2 General Industrial
- R-1 Single Family
- R-1A Low Density Single Family
- R-2 Single Family / Two Family
- R-3 Single Family / Two Family
- R-4 Townhome / Quadraminium, and Low Density Multiple Family
- R-5 Medium Density Multiple Family
- R-6 Residential High Density
- R-7 Special Purpose, High Density
- R-8 Mixed Housing Density
- PAA/PUD Preserve at Albertville
- PUD Planned Unit Development
- P/I Public Institutional
- W Water
- Right of Way
- Roads
- Railroad
- City Limits
- Shoreland District 1
- Shoreland District 2
- Subdivisions

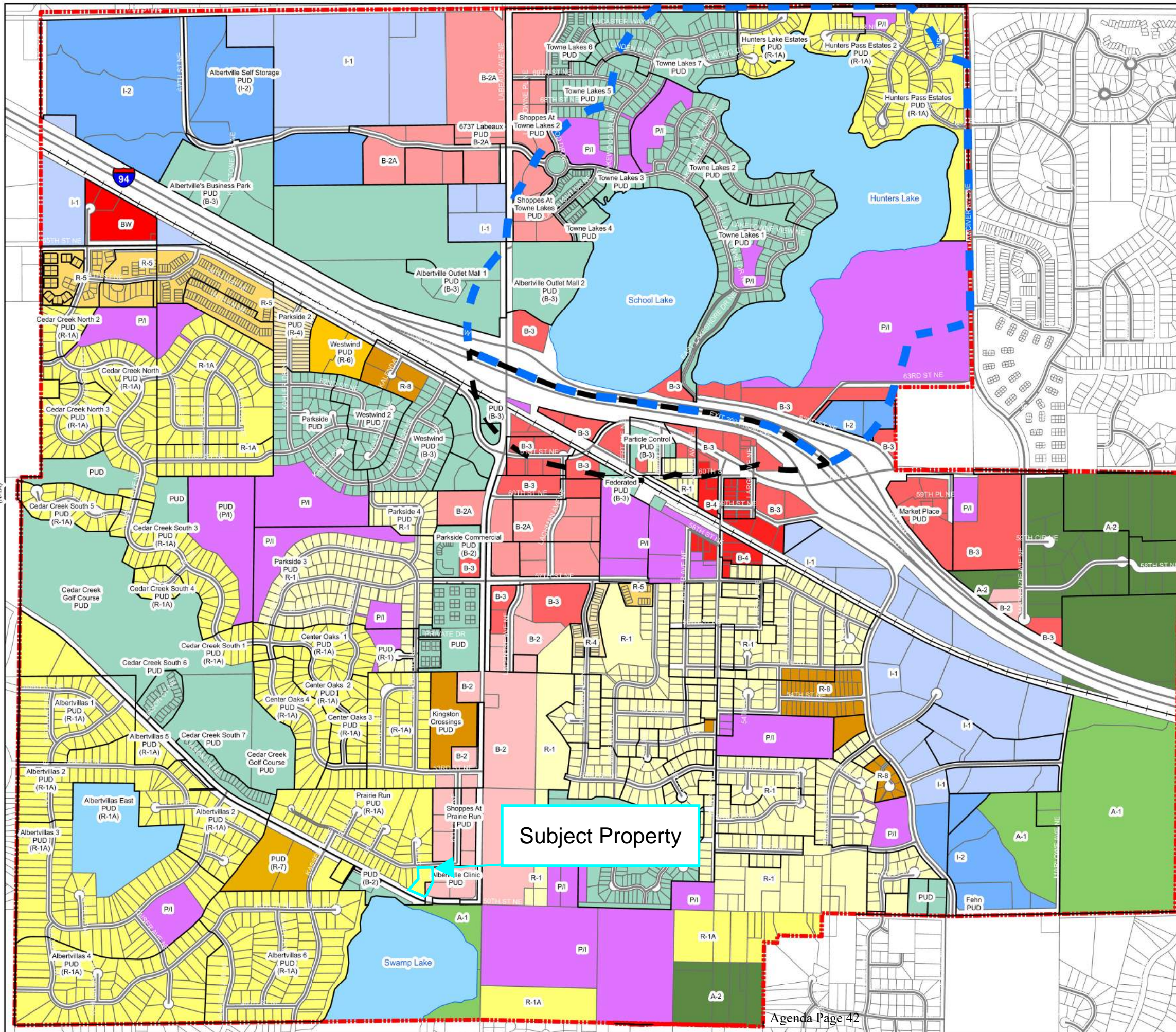


Map Updated: April 2023



NORTHWEST ASSOCIATED CONSULTANTS, INC.

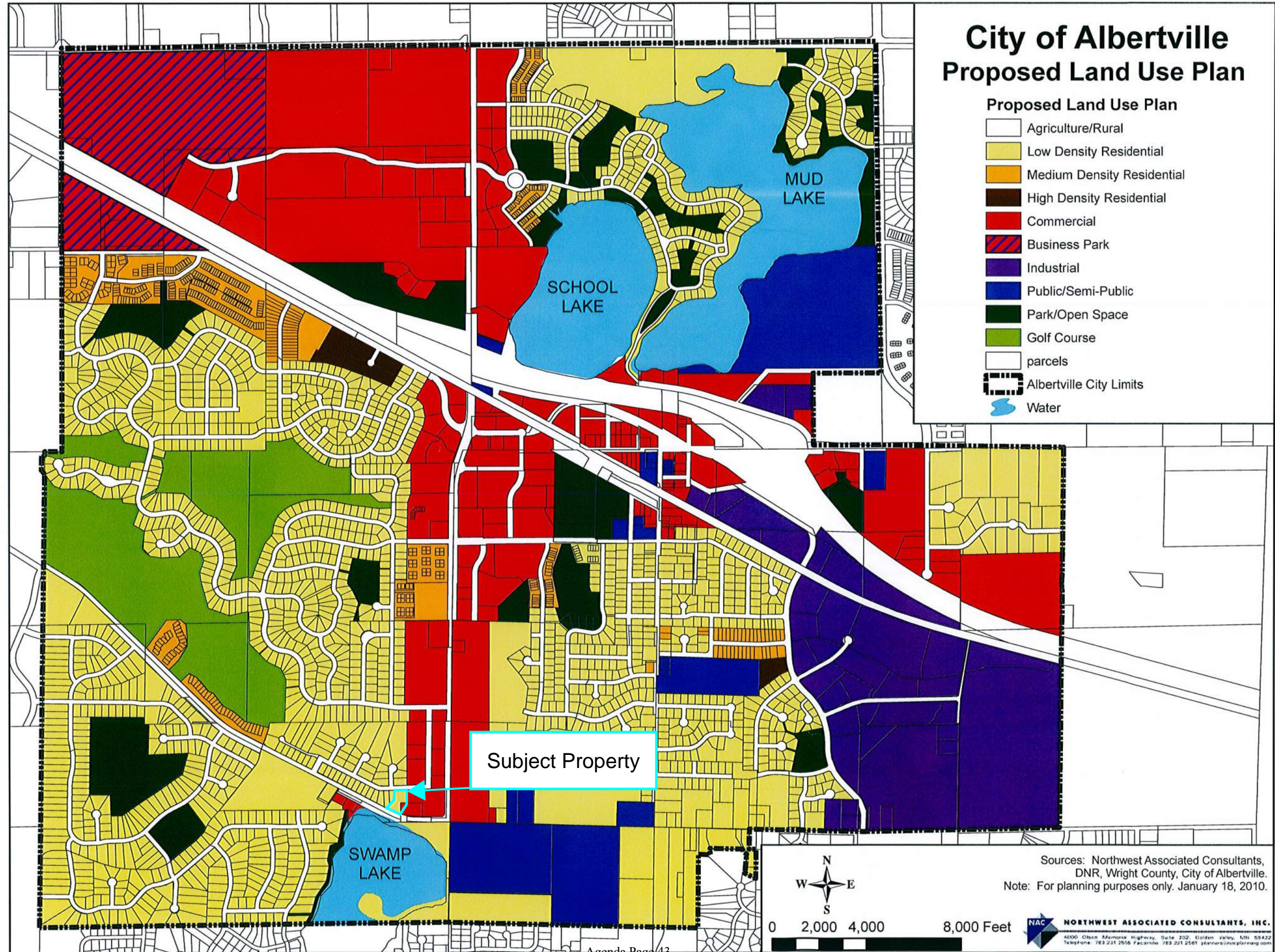
4150 Olson Memorial Highway, Ste. 320, Golden Valley, MN 55422
 Telephone: 763.231.2555 Website: www.nacplanning.com



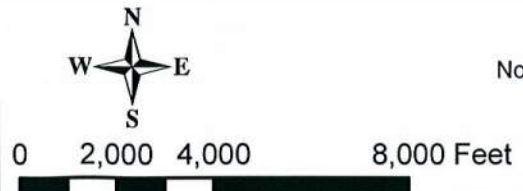
City of Albertville Proposed Land Use Plan

Proposed Land Use Plan

-  Agriculture/Rural
-  Low Density Residential
-  Medium Density Residential
-  High Density Residential
-  Commercial
-  Business Park
-  Industrial
-  Public/Semi-Public
-  Park/Open Space
-  Golf Course
-  parcels
-  Albertville City Limits
-  Water



Subject Property



Sources: Northwest Associated Consultants,
DNR, Wright County, City of Albertville.
Note: For planning purposes only. January 18, 2010.

 **NORTHWEST ASSOCIATED CONSULTANTS, INC.**
4600 Olson Memorial Highway, Suite 202, Golden Valley, MN 55422
Telephone: 763.231.2656 Facsimile: 763.231.2661 www.nacplanning.com



DEVELOPMENT APPLICATION

Received Date: 12/16/2025
15-Day Review: _____
Publish Date: 12/23/2025
Planning Date: 01/13/2026
Council Date: 02/02 OR 02/17

Case No: 2025-019PM
Base Fee: \$1,600.00
Escrow Amt: \$8,500.00 Pd. 12/16/2025
Date Filed: 12/16/2025

Please read carefully and answer all questions thoroughly. All properties are required to be current on all fees, licenses, fines, taxes, or assessments in order to have a complete development application accepted for review by the City. Only complete applications will be accepted after validation by City staff and prior to acceptance of required processing fees/deposits.

Type of Request(s):

Zoning

- Site and Building Plan Review
- Comprehensive Plan
- Zoning Text Amendment
- Rezoning (Map Amendment)
- Minor/Major Variance/Appeal
- Conditional Use Permit
- PUD Concept Plan/Amendment
- PUD Rezoning
- Concept Plan Review

Subdivision

- Minor Subdivision/Consolidation
- Preliminary Plat
- Final Plat
- Subdivision Grading Plan
- Other VACATE EXISTING EASEMENTS

Address of Subject Property: 5020 IASON AVE NE
Name of Business: _____

Legal Description of Property (attach additional sheet if necessary):

Lot LOT 16, BLOCK 1, PRAIRIE RUN, AND Block _____ Plat# _____
Subdivision OUTLOT A, ALBERTVILLE MEDICAL BUILDINGPID# 101-103-001160 / 101-118-000010

Current Zoning Classification (circle): A1 A2 R1-A R1 R2 R3 R4 R5 R6 R7 R8
 RMH B2 B2-A B3 B4 BW I1 I2 P/I

Owner: Name (Print) TIFFINI AND ROBERTO VENTURA
Address 9760 Iandel Ave NE, Otsego, MN 55362
City _____ State _____ Zip _____
Telephone (Home) _____ (Business) _____ (Fax) _____
Cell Phone _____ Email Address _____

Applicant (If other than the owner):

Owner: Name (Print) Same as owner
Address _____
City _____ State _____ Zip _____
Telephone (Home) _____ (Business) _____ (Fax) _____

Cell Phone _____ Email Address _____

Description of Request(s): _____

EFFECTS OF THE PROPOSED USE: List impacts the proposed use will have on property in the vicinity, including, but not limited to traffic, noise, light, smoke/odor, parking, and describe the steps taken to mitigate or eliminate the impacts: _____

Reason Why Request Should Be Granted: Subdivision is proposed to separate lot for existing home from lot for future B-2 site development use.

Existing Use of the Property / Nature of Facility or Business: Residential existing home
Vacant future B-2 site development

If a request for planning/zoning action on the subject site or any part thereof has been previously sought, please describe it below:

What? _____

When? _____

Project Name, if applicable: _____

Are taxes for the property paid to date? Yes

I hereby apply for the above consideration and declare that the information and materials submitted with this application are in compliance with City Ordinance and Policy Requirements and are complete and accurate to the best of my knowledge.

I understand that the application will be processed for the next available meeting agenda after review of the information submitted to determine if any other data is needed and after completion of a staff report.

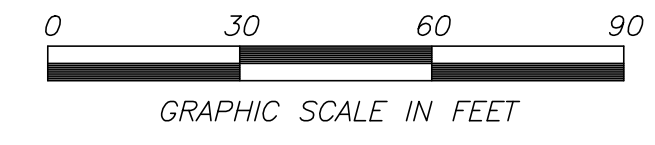
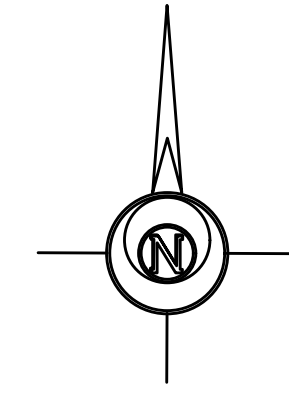
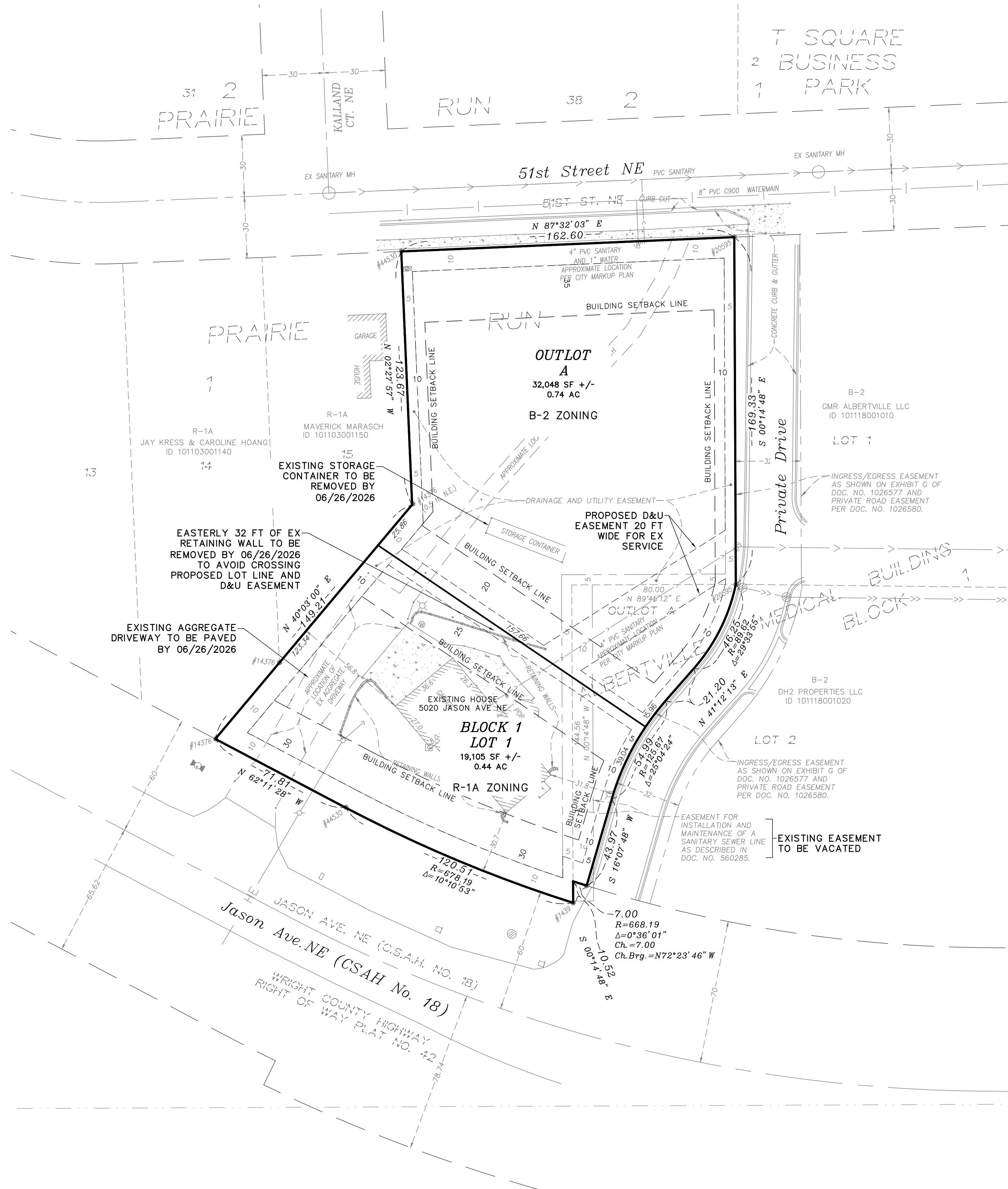
I understand that all City incurred professional fees and expenses associated with the processing of this request are the responsibility of the property owner and/or applicant and should be promptly paid. If payment is not received from the applicant, the property owner acknowledges and agrees to be responsible for the unpaid fee balance either by direct payment or a special assessment against the property. If the property fee owner is not the applicant, the applicant must provide written authorization by the owner to make application.

Signature(s) of Owner(s): [Signature] Date: 12-16-25

Signature of Applicant(s): [Signature] Date: 12-16-25

Approved _____ Denied _____ by the Planning Commission on: _____ Date: _____
Approved _____ Denied _____ by the City Council on: _____ Date: _____

Distribution
City Planner: _____ Building Official: _____ Finance Dir _____
City Engineer: _____ City Clerk _____



LEGEND:

- Existing Boundary
- - - Existing Easement
- - - Existing R/w Line
- - - Existing Under Ground Telephone
- - - Existing Lotline
- - - Existing PLS
- - - Existing Centerline
- Existing Sign
- Existing Pedestal
- Existing Pole
- Existing Guy Wire
- Existing T Post
- Existing Culvert
- - - PROPOSED SETBACK LINE
- - - PROPOSED EASEMENT LINE

PROJECT LOCATION

THE SE 1/4 OF THE SE 1/4 OF SECTION 02 TOWNSHIP 120, RANGE 24, WRIGHT COUNTY, MINNESOTA.

PROPERTY AREA

51,153 SF = 1.17 ACRES

EXISTING PROPERTY DESCRIPTION

LOT 16, BLOCK 1, PRAIRIE RUN, ACCORDING TO THE RECORDED PLAT THEREOF, WRIGHT COUNTY, MINNESOTA. AND OUTLOT A, ALBERTVILLE MEDICAL BUILDING, ACCORDING TO THE RECORDED PLAT THEREOF, WRIGHT COUNTY, MINNESOTA.

PROPOSED PROPERTY DESCRIPTION

LOT 1 BLOCK 1, AND OUTLOT A, VENTURA ADDITION, WRIGHT COUNTY, MINNESOTA.

EXISTING ZONING

LOT 16, BLOCK 1, PRAIRIE RUN: R-1A RESIDENTIAL LOW DENSITY SINGLE-FAMILY DISTRICT
 OUTLOT A, ALBERTVILLE MEDICAL BUILDING: B-2 LIMITED BUSINESS

PROPOSED ZONING

LOT 1, BLOCK 1, VENTURA ADDITION: R-1A RESIDENTIAL LOW DENSITY SINGLE-FAMILY DISTRICT
 OUTLOT A, VENTURA ADDITION: B-2 LIMITED BUSINESS

PROPOSED LOT 1 BUILDING COVERAGE

EXISTING BUILDING: 2,710 SF
 COVERAGE (2,710/19,105) = 14.2%

MINIMUM LOT REQUIREMENTS

R-1A LOT MINIMUMS: (LOT 1, BLOCK 1)
 LOT AREA: 15,000
 LOT WIDTH: INTERIOR: ONE HUNDRED FEET (100')
 CORNER: ONE HUNDRED TWENTY FEET (120')
 B-2 LOT MINIMUMS: (OUTLOT A)
 LOT AREA: 10,000
 LOT WIDTH: 100'

SETBACKS:

R-1A RESIDENTIAL LOW DENSITY SINGLE-FAMILY DISTRICT:
 FRONT YARD: NOT LESS THAN THIRTY FEET (30')
 SIDE YARD:
 INTERIOR LOTS: TEN FEET (10') EACH
 CORNER LOTS: NOT LESS THAN TWENTY FEET. (20') ON THE SIDE YARD ABUTTING A PUBLIC STREET
 REAR YARD: PRINCIPAL BUILDING: TWENTY FIVE FEET (25')
 B-2 LIMITED BUSINESS:
 FRONT YARD: NOT LESS THAN THIRTY FIVE FEET (35')
 SIDE YARD: NOT LESS THAN TEN FEET (10') ON ANY ONE SIDE
 NOT LESS THAN TWENTY FEET. (20') ON THE SIDE YARD ABUTTING A MAJOR STREET
 REAR YARD: TWENTY FEET (20')

CLIENT:
Tiffani and Roberto Ventura
 601 Central Ave W
 Suite 103
 St Michael, MN 55376
Tiffani and Roberto Ventura
 tiffroca2326@gmail.com

PRELIMINARY PLAT OF VENTURA ADDITION
 xxxxxx 51st Street NE
 Albertville, MN 55301
PLANNED UNIT DEVELOPMENT PRELIMINARY PLAT

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.
 Date: 12/15/25 Reg. No. 24348
CIVIL ENGINEERING SITE DESIGN
 118 East Broadway St.
 PO Box 566
 Moorhead, MN 56502
 Phone: 763-374-0929
 www.civilesd.com

REVISIONS				VERTICAL SCALE 1 inch = _____ feet
				HORIZONTAL SCALE 1 inch = _____ feet (FULL SIZE SHEET 22 X 34)

DATE 12/15/25	DRAWN BY SD	DESIGNED BY SD	CHECKED BY SD
---------------	-------------	----------------	---------------

FILE NO. 01001

1/1
 Preliminary Plat

VENTURA ADDITION

DRAFT FOR CITY / CLIENT REVIEW - 12/16/2025

KNOW ALL PERSONS BY THESE PRESENTS: That Roberto Ventura-Juarez and _____, husband and wife, owners of the following described property situated in the County of Wright, State of Minnesota, to wit:

Lot 16, Block 1, PRAIRIE RUN, according to the recorded plat thereof, Wright County, Minnesota.

and

Outlot A, ALBERTVILLE MEDICAL BUILDING, according to the recorded plat thereof, Wright County, Minnesota.

Have caused the same to be surveyed and platted as **VENTURA ADDITION** and do hereby dedicate to the public for public use the drainage and utility easements as created by this plat.

In witness whereof said Roberto Ventura-Juarez and _____, husband and wife, have hereunto set their hands this ____ day of _____, 20____.

Roberto Ventura-Juarez (Signature)

(Name Printed)

STATE OF MINNESOTA
COUNTY OF _____

This instrument was acknowledged before me this ____ day of _____, 20____, by Roberto Ventura-Juarez and _____, husband and wife.

(Signature)

(Name Printed)
Notary Public, _____ County, Minnesota
My Commission Expires _____

I, Abram A. Niemela, do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this ____ day of _____, 20____.

Abram A. Niemela, Licensed Land Surveyor
Minnesota License No. 48664

STATE OF MINNESOTA
COUNTY OF WRIGHT

The foregoing Surveyor's Certificate was acknowledged before me this ____ day of _____, 20____, by Abram A. Niemela, Licensed Land Surveyor, Minnesota License No. 48664.

(Signature)

(Name Printed)
Notary Public, _____ County, Minnesota
My Commission Expires _____

CITY COUNCIL, CITY OF ALBERTVILLE, MINNESOTA
This plat of **VENTURA ADDITION** was approved and accepted by the City Council of the City of Albertville, Minnesota, at a regular meeting thereof held this ____ day of _____, 20____, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

Mayor City Administrator

WRIGHT COUNTY SURVEYOR
I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Subd. 11, this plat has been reviewed and approved this ____ day of _____, 20____.

Wright County Surveyor

WRIGHT COUNTY HIGHWAY ENGINEER
This plat was reviewed and recommended for approval this ____ day of _____, 20____.

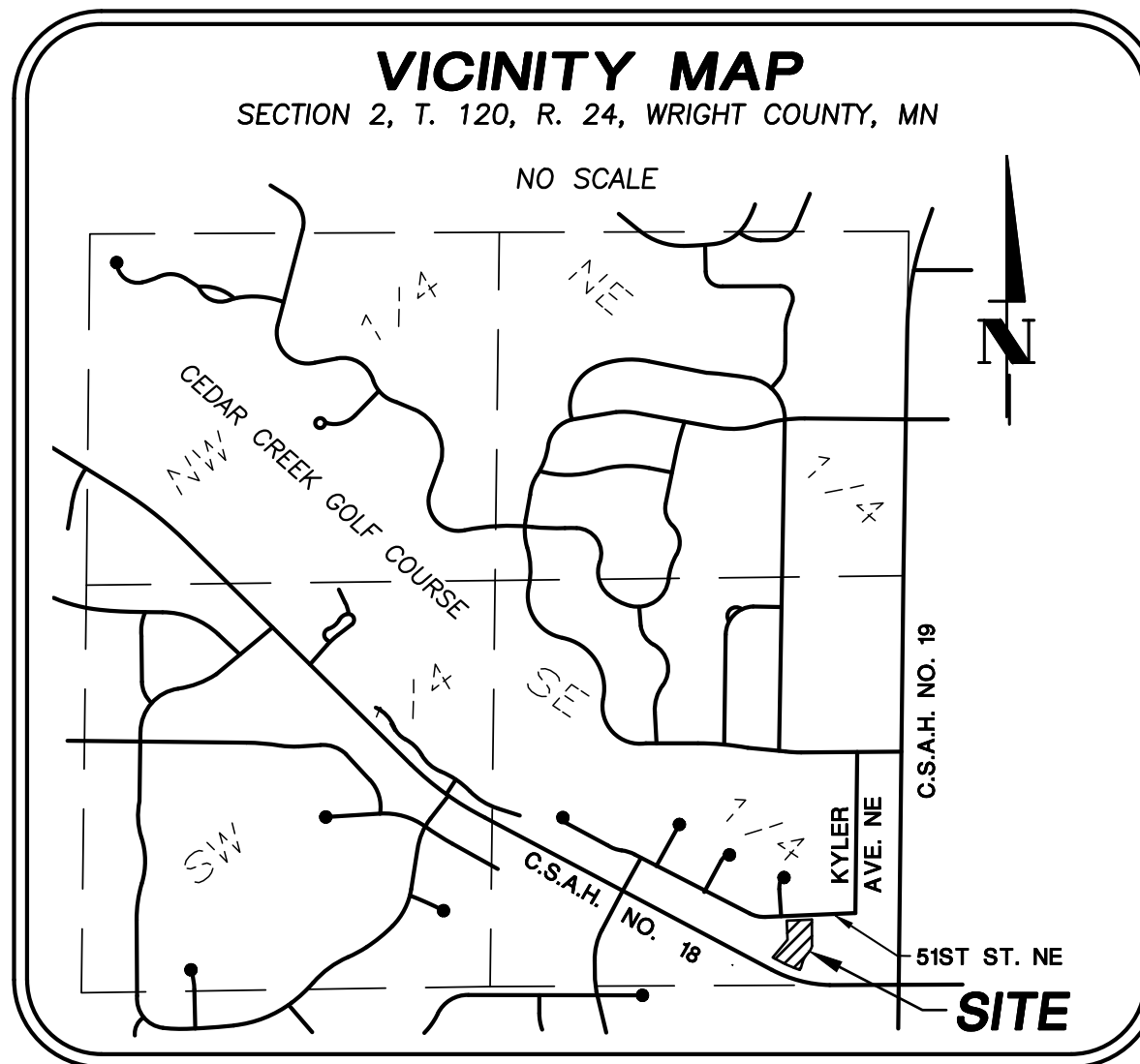
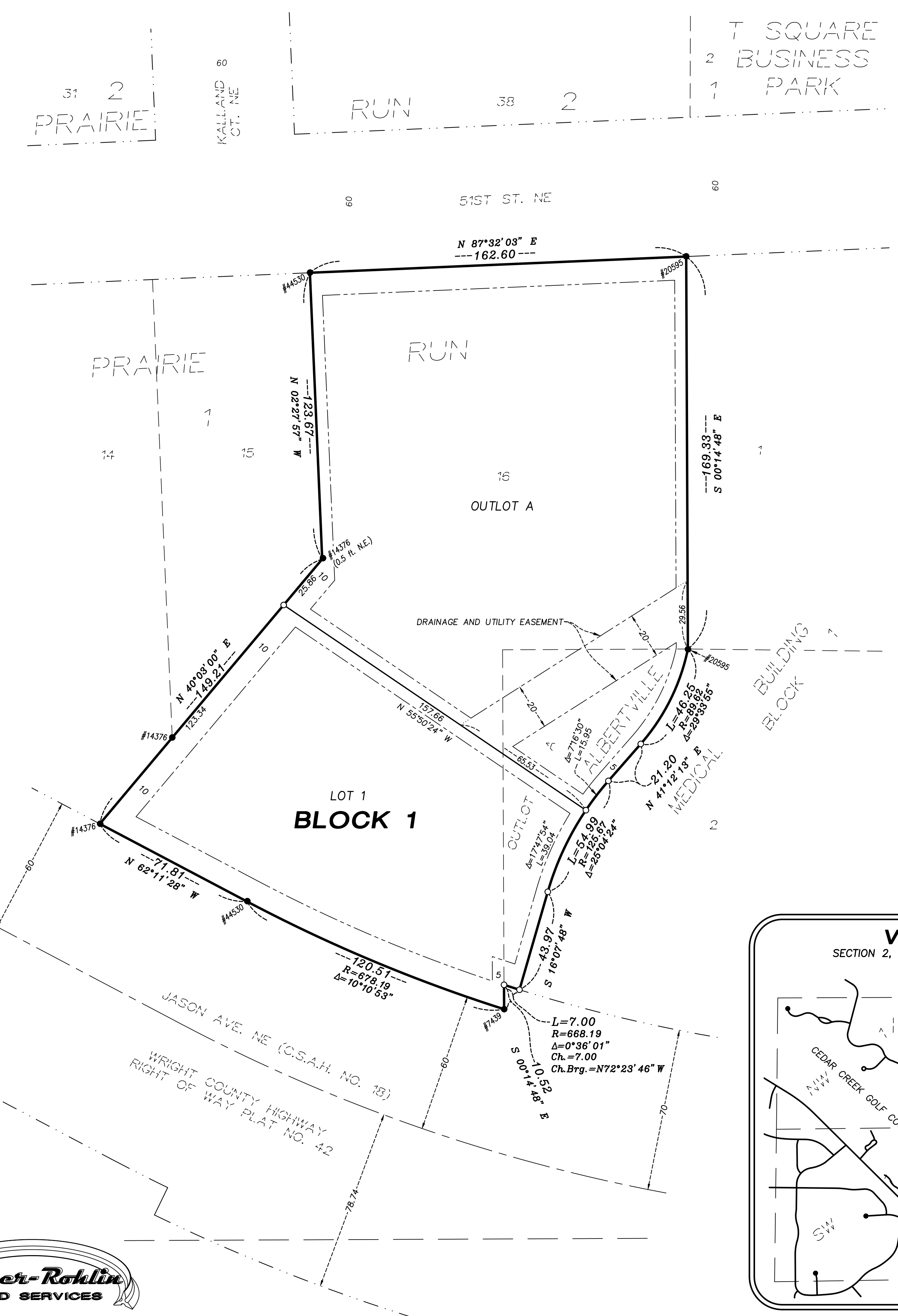
Wright County Engineer

WRIGHT COUNTY LAND RECORDS
Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable for the year 20____ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this ____ day of _____, 20____.

Wright County Land Records Administrator

WRIGHT COUNTY RECORDER
I hereby certify that this instrument was filed in the office of the County Recorder for record on this ____ day of _____, 20____ at ____ o'clock ____ M. and was duly recorded in Cabinet No. _____, Sleeve _____, as Document No. _____.

Wright County Recorder



**CITY OF ALBERTVILLE
COUNTY OF WRIGHT
STATE OF MINNESOTA**

ORDINANCE NO. 2026-XX

**ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF
ALBERTVILLE TO REZONE LOT 1, BLOCK 1, VENTURA ADDITION TO R-1A**

The City Council of the City of Albertville, Minnesota hereby ordains:

Section 1. The official Zoning Map, as adopted in Section 3000.3 of the Zoning Ordinance of the City of Albertville, is hereby amended to change the designation of the following described property from Prairie Run PUD/R-1A and Albertville Clinic PUD/B-2 to Residential Low Density Single-Family District (R-1A):

LOT 1, BLOCK 1, VENTURA ADDITION, WRIGHT COUNTY, ALBERTVILLE

Section 2. This Amendment shall be in full force and effective immediately following its passage and publication.

Adopted by the City Council of the City of Albertville this 2nd day of February, 2026.

Jillian Hendrickson, Mayor

ATTEST:

Kristine A. Luedke, City Clerk

**CITY OF ALBERTVILLE
COUNTY OF WRIGHT
STATE OF MINNESOTA**

RESOLUTION NO. 2026-XX

**RESOLUTION APPROVING A PRELIMINARY AND FINAL PLAT FOR VENTURA
ADDITION, WRIGHT COUNTY, MINNESOTA**

WHEREAS, Tiffini and Roberto Ventura, the owners, have made an application to replat the property described as follows:

LOT 16, BLOCK 1, PRAIRIE RUN, ACCORDING TO THE RECORDED PLAT
THEREOF, WRIGHT COUNTY, MINNESOTA

AND

OUTLOT A, ALBERTVILLE MEDICAL BUILDING, ACCORDING TO THE
RECORDED PLAT THEREOF, WIGHT COUNTY, MINNESOTA

WHEREAS, Ventura Addition consists of approximately 1.17 acres; and

WHEREAS, the replatting of land within the City of Albertville requires the approval of the city; and

WHEREAS, Lot 16, Block 1, Prairie Run is currently zoned Prairie Run PUD/R-1A and contains a single-family dwelling; and,

WHEREAS, Outlot A, Albertville Medical Building is currently zoned Albertville Clinic PUD/B-2 and is currently vacant; and,

WHEREAS, the applicant has also made an application to rezone the property included within the plat; and,

WHEREAS, the City of Albertville Planning Commission conducted a public hearing on January 13, 2026, to consider the Preliminary Plat; and

WHEREAS, notice of the public hearing on said Preliminary Plat was duly published and mailed in accordance with the applicable Albertville Ordinances; and

WHEREAS, the Planning Commission heard all persons interested in the Preliminary Plat at the public hearing, and the Commission recommended approval of the plat for Ventura Addition to the City Council; and

WHEREAS, the City Council finds that the proposed preliminary plat Ventura Addition meets the requirements of the Albertville Zoning Ordinance and Subdivision Ordinance; and

WHEREAS, the City Council finds the final plat for Ventura Addition meets the requirements of the Albertville Zoning Ordinance and Subdivision Ordinance and is consistent with the preliminary plat.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of Albertville, Wright County, Minnesota, hereby approves the preliminary plat and final plat for Ventura Addition, subject to the following conditions:

1. Approval of Ordinance 2026-XX rezoning Lot 1, Block 1 and Ordinance 2026-YY rezoning Outlot A within the plat.
2. An access easement across Outlot A to access Lot 1, Block 1 shall be recorded if or when Lot 1, Block 1 is converted to commercial and access to the county road is denied by the county.
3. Approval is subject to vacation of the drainage and utility easement located on PID 101-103-001160.
4. No improvements or modifications to the site are approved with the approval of this plat.
5. The Future Land Use Plan shall be updated prior to replatting of Outlot A, Ventura Addition.
6. The plat shall provide utility easements over all utilities, drainage ways, and stormwater ponds service the plat. The size and location shall be subject to the review and approval of the City Engineer.

Adopted by the City Council of the City of Albertville this 2nd day of February 2026.

Jillian Hendrickson, Mayor

ATTEST:

Kristine A. Luedke, City Clerk

NOW, THEREFORE, BE IT RESOLVED, that the City Council of Albertville, Wright County, Minnesota, hereby approves the preliminary plat and final plat for Ventura Addition, subject to the following conditions:

1. Approval of Ordinance 2026-XX rezoning Lot 1, Block 1 and Ordinance 2026-YY rezoning Outlot A within the plat.
2. Approval is subject to vacation of the drainage and utility easement located on PID 101-103-001160.
3. No improvements or modifications to the site are approved with the approval of this plat.
4. The Future Land Use Plan shall be updated prior to replatting of Outlot A, Ventura Addition.
5. The plat shall provide utility easements over all utilities, drainage ways, and stormwater ponds service the plat. The size and location shall be subject to the review and approval of the City Engineer.

Adopted by the City Council of the City of Albertville this 2nd day of February 2026.

Jillian Hendrickson, Mayor

ATTEST:

Kristine A. Luedke, City Clerk

April 6, 2026

**SUBJECT: PUBLIC HEARING – DRAINAGE AND UTILITY EASEMENT
VACATION, LOT 16, BLOCK 1, PRAIRIE RUN TO BE PLATTED AS
VENTURA ADDITION**

RECOMMENDATION: It is respectfully requested that the Mayor and Council approve the following resolution:

MOTION TO: Adopt Resolution No. 2026-09 Vacating all Drainage and Utility Easements within Lot 16, Block 1 of the Plat of Prairie Run within the City of Albertville.

BACKGROUND: When the Prairie Run plat was dedicated, it included standard drainage and utility easements on Lot 16, Block 1. The owner of this lot has also purchased a portion of Outlot A on the west side of the private access road adjacent to Lot 16 from the owner of the Albertville Medical Center, and plans to replat both of these properties as Lot 1 and Outlot A of Ventura Addition. The current drainage and utility easements will end up going through the middle of the new Ventura Addition plat if not vacated when the plat is filed. The Ventura Addition plat will dedicate new drainage and utility easements around the perimeter of the new Lot 1 and Outlot A in Ventura Addition. There are no utilities that the City is aware of that will not be covered by the new drainage and utility easement once the plat of Ventura is recorded. City staff is recommending that the vacation be approved via the attached resolution which makes the vacation effective only upon the recording of the Ventura Addition plat, which means that there will not be a gap in time between the vacation of the existing easements and the dedication of the new easements.

KEY ISSUES:

- The current drainage and utility easements on Lot 16 do not accommodate full use of the combined lots once the Ventura Addition plat is recorded.
- The vacation of the existing Lot 16 easements shall be effective upon the recording of the Ventura Addition plat, which will dedicate the needed replacement drainage and utility easements.

POLICY/PRACTICES CONSIDERATIONS: The City has consistently vacated easements on existing outlots when such outlots are being replatted to numbered lots and blocks and when the new plat dedicates new drainage and utility easements that are sufficient to support the planned development of the property.

FINANCIAL CONSIDERATIONS: The vacation of the drainage and utility easements and the dedication of the new easements will have no financial impact upon the City.

LEGAL CONSIDERATIONS: The City Council has the authority to vacate easements that are no longer needed by the City and which will be replaced by easements that will be needed to support the planned new development.

Responsible Person: Mike Couri, City Attorney

Submitted Through: Adam Nafstad, City Administrator-PWD

Attachment:

- Resolution No. 2026-09 Vacating all Drainage and Utility Easements Located on Lot 16, Block 1, Prairie Run, in the City of Albertville.

**CITY OF ALBERTVILLE
COUNTY OF WRIGHT
STATE OF MINNESOTA**

RESOLUTION NO. 2026-09

**RESOLUTION VACATING ALL DRAINAGE AND UTILITY EASEMENTS LOCATED
ON LOT 16, BLOCK 1, PRAIRIE RUN, IN THE CITY OF ALBERTVILLE**

WHEREAS, the City Council, pursuant Minnesota Statute §412.851, did hold a public hearing on April 6, 2026, at 7 p.m. at the Albertville City Hall and heard from all interested parties on whether to vacate all drainage and utility easements dedicated in the plat of Prairie Run, according to the plat of record thereof, Wright County, Minnesota, lying within Lot 16, Block 1 of the plat of said Prairie Run; and

WHEREAS, all notice requirements of Minnesota Statute §412.851 have been satisfied; and

WHEREAS, the City Council finds and determines that it is in the public interest to vacate the all drainage and utility easements dedicated in the plat of Prairie Run, according to the plat of record thereof, Wright County, Minnesota, lying within Lot 16, Block 1 of the plat of said Prairie Run as such drainage and utility easements are no longer required by the City as they will be replaced with new drainage and utility easements upon the filing of the plat of Ventura Addition with the Wright County Recorder's Office.

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Albertville, Wright County, Minnesota does hereby order as follows:

1. That all drainage and utility easements dedicated in the plat of Prairie Run, according to the plat of record thereof, Wright County, Minnesota, lying within Lot 16, Block 1 of the plat of said Prairie Run are hereby vacated, effective upon the filing of the plat of Ventura Addition with the Wright County Recorder's Office, Wright County, Minnesota.
2. The City Clerk is directed to file a certified copy of this Order in the records of the City and a "Notice of Completion of Proceeding" with the Office of the Wright County Auditor and Recorder.

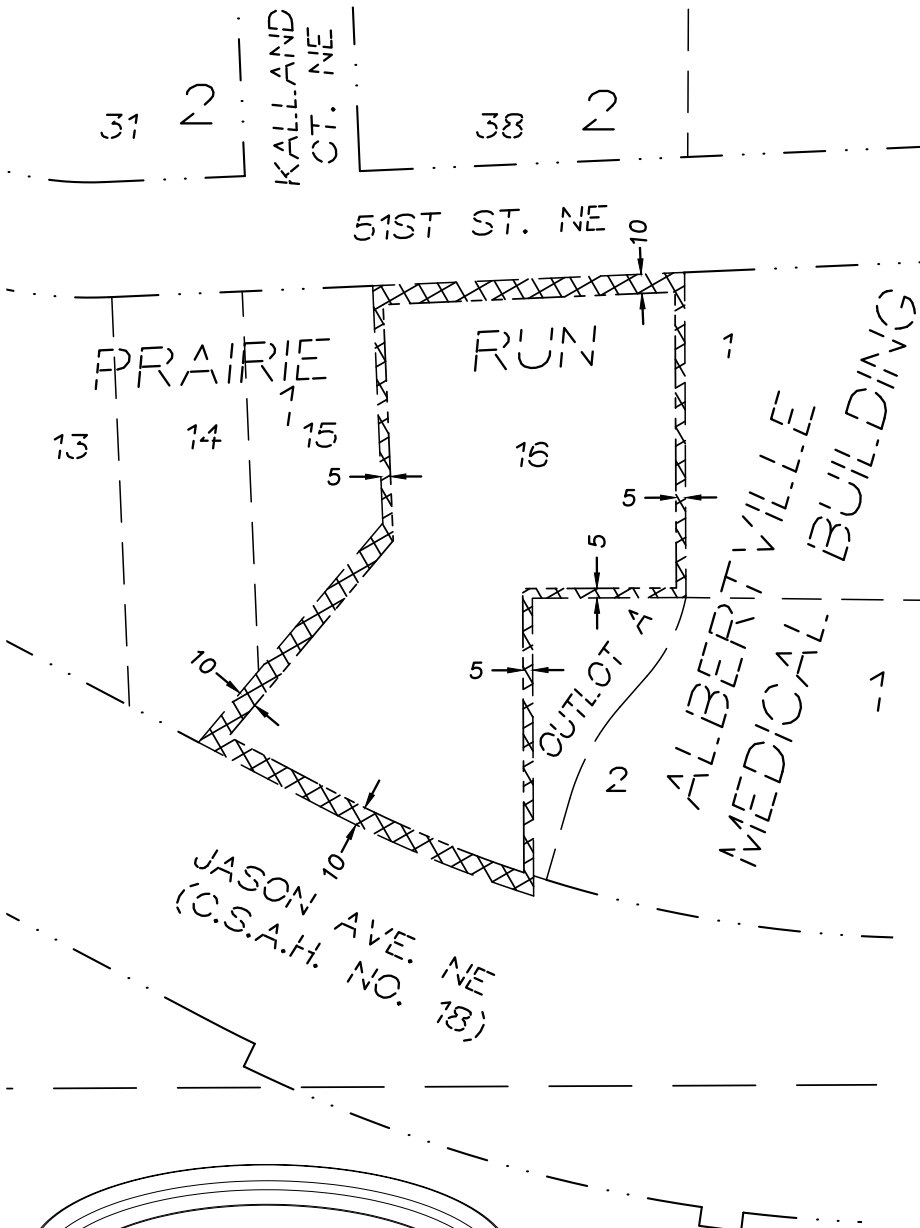
Adopted by the City Council of the City of Albertville this 6th day of April 2026.

Jillian Hendrickson, Mayor

ATTEST:

Kristine A. Luedke, City Clerk

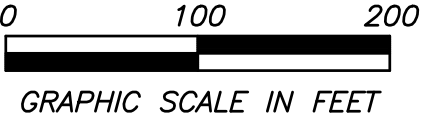
EASEMENT VACATION EXHIBIT LOCATED IN THE PLAT OF PRAIRIE RUN WRIGHT COUNTY, MN




EASEMENTS TO BE VACATED
 Vacate all those drainage and utility easements dedicated in PRAIRIE RUN, according to the recorded plat thereof, Wright County, Minnesota, lying within Lot 16, Block 1 of said PRAIRIE RUN.



DRAWN BY: AAN
 FILE NO. 25332



I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a Licensed Land Surveyor under the laws of the State of Minnesota.

Date 12/16/2025 
 Abram A. Niemela
 License No. 48664

XXXXXXXXXXXX DENOTES EASEMENT TO BE VACATED



708 1st Avenue NE, #1
 Buffalo, MN 55313
 PH. 763.682.1781 WWW.MEYERROHLIN.COM

April 6, 2026

**SUBJECT: PLANNING – ZONING TEXT AMENDMENT AND PUD AMENDMENT
FOR A COMMUNITY CENTER**

RECOMMENDATION: It is respectfully requested that the Mayor and Council consider Zoning Text Amendment and Planned Unit Development (PUD) Amendment at 11011 61st Street NE (PID 101-078-001010)

MOTION TO: Adopt Ordinance No, 2026-04 amending the City Code and Zoning Ordinance relating to the regulation of Community Centers within the City.

MOTION TO: Approve Amendment to Albertville Plaza PUD Agreement, allowing community centers with accessory prayer services in Lot 1, Block 1 as an interim use and addressing maintenance of the screening fence.

BACKGROUND: The request is to modify Section 200 (Definitions) of the Zoning Ordinance to add a definition of community center and to amend Section 5200 (PUD's) to allow a community center as an interim use within the Albertville Plaza 1st PUD. Albertville Plaza 1st Addition is a retail strip center located at 11011 61st Street. Majid Quba is the organization making the application. They would like to move their community center from St. Michael to Albertville. Activities will include homework assistance, job application support, social connection, and religious activities including prayer.

The Planning Commission reviewed the proposed Zoning Code Amendments and held a public hearing at their March 10, 2026 meeting. There were no public comments. The Planning Commission had questions about the site and use, which will be addressed with a future review of an Interim Use Permit, if the Code Amendments are approved. There are no outstanding issues.

KEY ISSUES:

- The text amendment will define community centers and amend the PUD for Albertville Plaza 1st Addition to allow a community center with prayer as an interim use
- A community center is defined as a place of gathering for various purposes for social, cultural, or religious purposes.
- Community centers and churches/religious institutions are currently allowed within the P/I Public Institutional zoning district.
- The proposed Ordinance Amendment will allow a community center in a commercial district only as a specific PUD.
- The Albertville Plaza 1st Addition PUD will address the existing fence maintenance to the abutting residential properties.
- A future Interim Use Permit will review for specific use at the specific place. Performance standards such as parking, signage, use, term of the permit, etc. can be mitigated with appropriate conditions.

- The Amendment to the Developers Agreement will allow for the Community Center use on Lot 1, Block 1 and address the long-term maintenance of the fence abutting the adjacent residential properties.

POLICY/PRACTICES CONSIDERATIONS: Approval of the amendment code will add clarity to what a community center is (and is not) by definition. The PUD Amendment will limit the community center use only to Lot 1, Block 1, Albertville Plaza. Another ordinance amendment would be necessary to locate a community center on any other property in the City.

LEGAL CONSIDERATIONS: The City Attorney has reviewed the application and proposed amendment and provided the Amendment to the Developer’s Agreement.

Responsible Person: Jenni Faulkner, Bolton & Menk
T.J. Hofer, Bolton & Menk
Mike Couri, City Attorney

Submitted Through: Adam Nafstad, City Administrator-PWD

Attachments:

- Ordinance No. 2026-04 amending the city code and zoning ordinance relating to the regulation of community centers within the city.
- Amendment to Developer Agreement
- PC Memo with Attachments

CITY OF ALBERTVILLE
COUNTY OF WRIGHT
STATE OF MINNESOTA

ORDINANCE NO. 2026-04

AN ORDINANCE AMENDING THE ALBERTVILLE CITY CODE AND ZONING
ORDINANCE RELATING TO THE REGULATION OF COMMUNITY CENTERS
WITHIN THE CITY

The City Council of the City of Albertville, Minnesota hereby ordains:

Section 1: Appendix A: City of Albertville Zoning Ordinances, Chapter 200: Rules and Definitions of the Albertville City Code is hereby amended, inserting the following underlined language:

“200.2: DEFINITIONS

COMMUNITY CENTER: A facility generally open to the public where individuals from a neighborhood or community can gather for social, educational, recreational, religious, or cultural activities. These centers often host events, classes, and meetings, and provide resources and support to the local community. They aim to foster a sense of belonging and enhance the overall well-being of community members.”

Section 2: Appendix A: City of Albertville Zoning Ordinances, Chapter 5200: PUD Planned Unit Development Districts of the Albertville City Code is hereby amended, inserting the following underlined language:

“5200.4.1: ALBERTVILLE PLAZA 1ST ADDITION

A. Uses: All permitted uses, permitted accessory uses, conditional uses, and interim uses contained in the B-3 zoning district defined in this ordinance that are consistent with the zoning performance standards shall be treated as allowed uses within a PUD district.

Community centers with accessory prayer services are permitted on Lot 1, Block 1 Albertville Plaza First Addition with an Interim Use Permit.”;

Section 3: This amendment shall be in full force and effective upon its passage and publication.

Adopted by the City Council of the City of Albertville on this 6th day of April 2026.

Jillian Hendrickson, Mayor

ATTEST:

Kristine A. Luedke, City Clerk

**CITY OF ALBERTVILLE
AMENDMENT TO DEVELOPER’S/PLANNED UNIT DEVELOPMENT AGREEMENT
ALBERTVILLE PLAZA, LOT 1, BLOCK 1**

WHEREAS, the City of Albertville (“City”), a municipal corporation organized under the laws of the State of Minnesota, and Albertville Plaza, LLC, a Minnesota Limited Liability Company, entered into an Agreement titled “Developer’s/Planned Unit Development Agreement Albertville Plaza” (“Developer’s Agreement”) dated March 2, 2001 and recorded as Document No. A722277 in the Wright County Recorder’s Office; and

WHEREAS, pursuant to Section 11.E. and all relevant terms of the Developer’s Agreement, the obligations therein run with the land and therefore bind all successors and assigns, including subsequent lot owners; and

WHEREAS, Excelsior Property, LLC (“Excelsior”) is the current owner of Lot 1, Block 1, Albertville Marketplace Wright County, Minnesota (“Lot 1”); and

WHEREAS, Excelsior and the City seek to amend the Developer’s Agreement to add an additional use that is permissible on said Lot 1.

NOW, THEREFORE, IT IS HEREBY AND HEREIN MUTUALLY AGREED, in consideration of each party’s promises and conditions herein set forth, as follows:

1. **Zoning Modifications.** Paragraph 2.A. is amended to read as follows:

- A. Said Plat has been approved as a planned unit development ("PUD"). The provisions of the City's B-3 zoning district (as amended from time to time) shall apply to the lots in Said Plat except as modified by this Agreement and except that the uses on the lots in Said Plat shall be limited to the following unless otherwise agreed to by the City Council and Developer:
 - i. Lot :1 Multi-tenant retail, office, coffee shop, and community centers with accessory prayer services. Community centers with accessory prayer services shall be allowed only with the issuance of an interim use permit.
 - ii. Lot 2 and Outlot A: Professional office, bank, hotel/motel, daycare, retail sales, restaurant, and auto service.

March 10, 2026

TO: Chair Buhrmann and Members of the Planning Commission

FROM: Madison Richard, Consultant Planner
Jenni Faulkner, Consultant Planner

AGENDA ITEM: Zoning Text Amendment and Planned Unit Development (PUD) Amendment at 11011 61st Street NE (PID 101-078-001010)

HEARINGS: Zoning Text Amendment and PUD Amendment to 11011 61st Street NE (PID 101-078-001010)

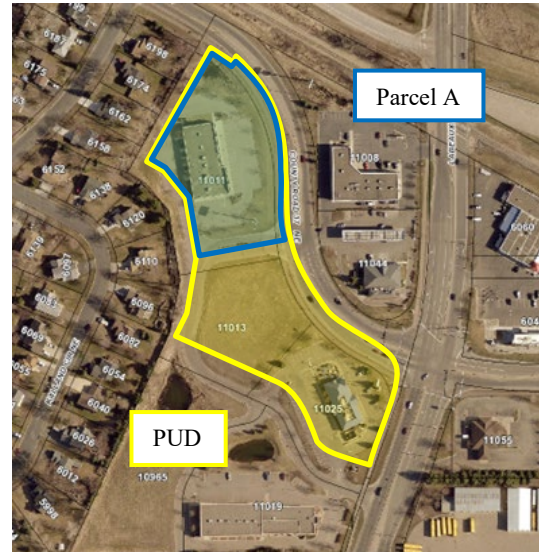
ACTION REQUESTED

The Planning Commission is asked to conduct a public hearing and make a recommendation to the City Council regarding the Zoning Text Amendment and Planned Unit Development (PUD) Amendment to the Albertville Plaza 1st Addition PUD for the parcel located at 11011 61st Street SE. This is west of LaBeaux Avenue (CR19) and south of I-94.

BACKGROUND

The Albertville Plaza 1st Addition PUD subject area is located along 61st Street NE (also known as County Road 37 NE), southwest and west of the intersection with Labeaux Avenue NE. The PUD site is currently comprised of three parcels, while only Parcel A will be impacted by the PUD amendment.

The parcels to the west are part of the PUD Westwind (residential), the parcels to the south are part of the Albertville Plaza 3rd Addition, the parcels to the east are part of the B-3 district, and the parcels to the north are part of the Albertville Plaza Mooney Addition PUD.



The applicant’s request is to allow a community center as an interim use within the retail strip center at Albertville Plaza (Lot 1 Block 1 Albertville Plaza 1st Addition) . The code does not define the use and said use is not listed as allowed within B-3 or the PUD Agreement. The intended use is for paying members as well as the public to gather for various activities including help with schoolwork, job applications, social and cultural activities, and religious activities including prayer. The applicant is current leasing space at the St. Michael fire hall for their community center. This location will be temporary as their long-term plan is to be in a building they own. If approved, the applicant will apply for an Interim Use Permit to address how the use is compatible and address the site specifics and potential impacts.

REVIEW
Ordinance Amendment

Community Centers are currently listed in the Zoning Ordinance as a conditional use within the P/I Public/Institutional District with specific provision listed, particularly screening form adjacent residential uses. However, there is no definition.

The following text includes the existing code language (*italics*) and added text (red and underlined), as well as staff’s consideration of the proposed changes:

Chapter 200: *Rules and Definitions*

“200.2: DEFINITIONS

COMMUNITY CENTER: A public facility where individuals from a neighborhood or community can gather for social, educational, recreational, religious, or cultural activities. These centers often host events, classes, and meetings, and provide resources and support to the local community. They aim to foster a sense of belonging and enhance the overall well-being of community members.”

The ordinance does not currently have a definition for community centers, but the City should consider adding a use definition to align with the proposal to permit community centers in the Albertville Plaza PUD. Staff have reviewed adjacent communities’ definitions for community centers and are recommending the definition used by the City of Anoka with the addition of religious activities. Staff have compiled the information below related to adjacent communities’ definitions:

Hanover	<i>Recreation, public.</i> Includes all uses such as tennis courts, ball fields, picnic areas, and the like that are commonly provided for the public at parks, playgrounds, community centers, and other sites owned and operated by a unit of government for the purpose of providing recreation.
Anoka	Community center means a public facility where individuals from a neighborhood or community can gather for social, educational, recreational, or cultural activities. These centers often host events, classes, and meetings, and provide resources and support to the local community. They aim to foster a sense of belonging and enhance the overall well-being of community members.
Maple Grove	Community center means a building, together with its accessory buildings and uses, controlled and maintained by the city for the purpose of recreation and public/semi-public meetings and uses.
Monticello	A “public building or use” that provides a variety of services and facilities for both public and private activities, which may include the following: city offices; U.S. or State of Minnesota military offices; recreation facilities and classes; public assembly uses; senior citizen community rooms and activities; event center gatherings; and support facilities for any of the above. Individual public space and/or facilities within a COMMUNITY CENTER may be used, leased or rented to other entities, including private individuals or groups as an incidental and accessory aspect of such space or facility, at the discretion of the public agency owner/manager.

Chapter 5200: PUD Planned Unit Development Districts

“5200.4.1: ALBERTVILLE PLAZA 1ST ADDITION AND 2ND ADDITION

- A. Uses: All permitted uses permitted accessory uses, conditional uses, and interim uses contained in the B-3 zoning district defined in this ordinance that are consistent with the zoning performance standards shall be treated as allowed uses within a PUD district.*

Community centers with accessory prayer services are permitted on Lot 1, Block 1, Albertville Plaza First Addition with an Interim Use Permit.”;

Because this use is proposed to be permitted in a commercial district, screening from adjacent residential uses is existing in the code. All code requirements would otherwise have to be met and no specific provision are being suggested for inclusion into the code at this time.

The applicant is proposing to amend the Albertville Plaza PUD to permit community centers with prayer services as an accessory use with an Interim Use Permit. Staff believe it makes sense on Lot 1, Block 1 in Albertville Plaza First Addition while not permitting the use within the underlying B-3 district or the remainder of the PUD. The PUD is more specific than general provisions. And further, the PUD Agreement can be more specific than the PUD zoning or general provisions as well.

PUD Amendment

The following text includes the existing code language (italics), added text (red and underlined), and stricken text (red and struck through), as well as staff’s consideration of the proposed changes:

Planned Unit Development Agreement – Albertville Plaza Agreement

*“2. **Use of Property.** Developer’s use of Said Plat shall be consistent with the following restrictions, which shall be effective until further modified or amended by rezoning or other amendment of the planned unit development by the City Council:*

- A. Said Plat has been approved as a planned unit development (“PUD”). The provisions of the City’s B-3 zoning district (as amended from time to time) shall apply to the lots in Said Plat, except as modified by this Agreement and except that the uses on the lots in Said Plat shall be limited to the following unless otherwise agreed to by the City Council and Developer:*
- i. Lot 1: Multi-tenant retail, office, ~~and~~ coffee shop, and community center with accessory prayer services.*
 - ii. Lot 2 and Outlot A: Professional office, bank, hotel/motel, daycare, retail sales, restaurant, and auto service.*
 - iii. Lot 3: Restaurant.”*

As a matter of housekeeping, the PUD Amendment should also include language regarding the screening from adjacent residential uses. There is an existing fence along the property line. The PUD is not clear on maintenance of this fence. Fences/screening is required to be installed by commercial developers when commercial property is developed adjacent to residential uses. To provide clarity, staff suggests an amendment to the PUD to include maintenance of the fence be the responsibility of Albertville Plaza 1st Addition developer/owner.

Review Considerations

The applicant has requested to update the zoning ordinance to include a community center definition and permit community centers with accessory prayer within the Albertville Plaza PUD. The Zoning Ordinance states that the Planning Commission shall consider possible adverse effects of the proposed amendment. Its judgment shall be based upon, but not limited to, the following factors:

- 1. The proposed action has been considered in relation to the specific policies and provisions of and has been found to be consistent with the official city comprehensive plan.*
- 1. The proposed use is or will be compatible with present and future land uses of the area.*
- 2. The proposed use conforms with all performance standards contained herein.*
- 3. The proposed use will not tend to or actually depreciate the area in which it is proposed.*
- 4. The proposed use can be accommodated with existing public services and will not overburden the city's service capacity.*
- 5. Traffic generation by the proposed use is within the capabilities of streets serving the property.*

Staff believes that the proposed ordinance amendment is consistent with the review considerations and will help clarify standards within the zoning ordinance. Given the use is unique to the community, limited to a specific PUD and further limiting to an IUP will allow the use temporarily and provide an opportunity to address any issues that may arise in the future as the IUP comes to an end or is reconsidered in the future.

Compliance with Comprehensive Plan

The Zoning Ordinance must be consistent with the Albertville Comprehensive Plan.

Small Town Atmosphere Goal 1 in the Albertville Vision/Comprehensive Plan is to maintain and protect Albertville’s small town identity by promoting civic organizations and community events. The proposed amendment helps clarify standards and permits a community center use in the Albertville Plaza PUD, with an interim use permit.

RECOMMENDATION: It is respectfully requested that Chair Buhrmann and Members of the Planning Commission consider the following:

MOTION TO: Recommend approval of the ordinance amendment to Sections 200 and 5200 of the Zoning Ordinance, relating to a definition for community centers and updating standards for the Albertville Plaza 1st Addition Planned Unit Development with the findings described within the staff report.

MOTION TO: Recommend approval of the amendment to the Albertville Plaza 1st Addition PUD, permitting community centers with accessory prayer services in Lot 1, Block 1 and addressing maintenance of the screening fence.

Attachments:

- A. Draft Ordinance
- B. Zoning Map can be found here: [Zoning2022](#)

CITY OF ALBERTVILLE
COUNTY OF WRIGHT
STATE OF MINNESOTA

ORDINANCE NO. 2026-__

AN ORDINANCE AMENDING THE ALBERTVILLE CITY CODE AND ZONING
ORDINANCE RELATING TO THE REGULATION OF COMMUNITY CENTERS
WITHIN THE CITY

The City Council of the City of Albertville, Minnesota, hereby ordains:

Section One: Appendix A: City of Albertville Zoning Ordinances, Chapter 200: Rules and Definitions of the Albertville City Code is hereby amended, inserting the following underlined language:

“200.2: DEFINITIONS

COMMUNITY CENTER: A public facility where individuals from a neighborhood or community can gather for social, educational, recreational, religious, or cultural activities. These centers often host events, classes, and meetings, and provide resources and support to the local community. They aim to foster a sense of belonging and enhance the overall well-being of community members.”

Section Two: Appendix A: City of Albertville Zoning Ordinances, Chapter 5200: PUD Planned Unit Development Districts of the Albertville City Code is hereby amended, inserting the following underlined language:

“5200.4.1: ALBERTVILLE PLAZA 1ST ADDITION

A. Uses: All permitted uses permitted accessory uses, conditional uses, and interim uses contained in the B-3 zoning district defined in this ordinance that are consistent with the zoning performance standards shall be treated as allowed uses within a PUD district.

Community centers with accessory prayer services are permitted on Lot 1, Block 1 Albertville Plaza First Addition with an Interim Use Permit.”;

Section Three: This amendment shall be in full force and effective upon its passage and publication.

Adopted by the City Council of the City of Albertville on this __ day of April 2026.

Jillian Hendrickson, Mayor

ATTEST:

Kristine A. Luedke, City Clerk

DRAFT

April 6, 2026

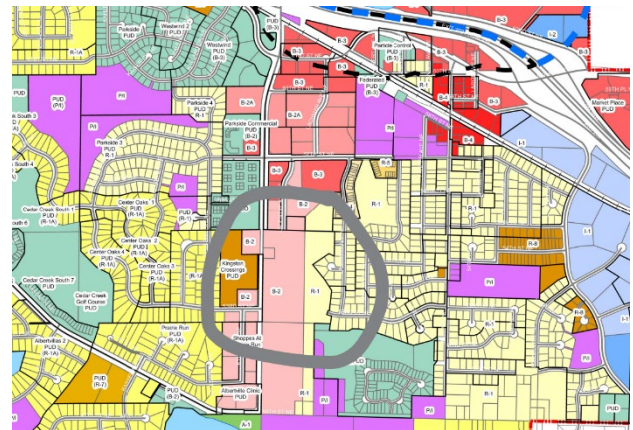
SUBJECT: PLANNING – LABEAUX COMMERCIAL CENTRE CONCEPT REVIEW

RECOMMENDATION: Review the updated concept and provide feedback to the applicant and staff.

BACKGROUND: At the August 4, 2025, regular City Council meeting, the Council provided informal feedback to the developer, Java Properties, regarding the development of a vacant parcel on the east side of La Beaux at the future 53rd Street intersection. The site consists of 2 parcels totaling 28.50 acres and is zoned B-2 Limited Business and R-1 Single Family.

The previous concept included the following:

- 7 auto oriented commercial lots:
 - Gas/convenience store
 - Tire shop
 - Fast food with drive-thru
 - Oil change facility
 - Coffee shop
 - Bank
 - Unknown commercial use
- Continuation of LaCentre Avenue NE (street and trail) through the development from north to south property lines.
- Stormwater pond to serve the entire development and partially buffer the adjacent residential.
- Screening/buffering from retail and retail/storage users from the adjacent residential.
- The part of the site zoned residential was proposed as an outlot and reserved for future residential development.



The developer is now considering having the entire site be commercial. Attached is the original concept which is being designed with 6 commercial lots each with a drive through and not 7 lots as the Council previously reviewed. The revised concept indicates a retail store and potential mini-storage in the area currently guided as residential.

KEY ISSUES:

- The entire site will need to be rezoned to accommodate the proposed uses
- A buffer to adjacent residential will be needed.
- A review of the roadway connection to the east. The previous plan had a roadway connection to the existing residential neighborhood to the east.
- The developer is also requesting off-premises signage for the two lots that would not be fronting on LaBeaux.

POLICY/PRACTICES CONSIDERATIONS: The development requires a legislative decision by the Council to change the zoning. The Council has the most discretion when rezoning properties. The City Council does not have to accept the proposed change in zoning from residential to commercial.

FINANCIAL CONSIDERATIONS: The proposed development will add tax base and services to the city.

LEGAL CONSIDERATIONS: The commercial uses are not allowed under current zoning and rezoning is required. A preliminary plat, final plat, and developer agreement will also be required.

Responsible Person: Jenni Faulkner, City Planner @ Bolton-Menk

Submitted Through: Adam Nafstad, City Administrator-PWD

Attachments:

- Conceptual site layout
- Previous conceptual site layout from July 2025 (reference only)

SITE DATA - LOT 7
 LOT SIZE - 258,836 S.F. = 5.94 ACRES
 ZONING - B-2, LIMITED BUSINESS
 IMPERVIOUS - 80% MAX

SITE DATA - LOT 6
 LOT SIZE - 201,665 S.F. = 4.63 ACRES
 ZONING - B-2, LIMITED BUSINESS
 BUILDING - 21,930 S.F. RETAIL STORE
 IMPERVIOUS - 126,797/201,665 = 62.9% < 80% MAX

PARKING DATA
 21,930 S.F. AT 1/200 = 110 STALLS
 110 STALLS REQUIRED
 121 STALLS PROVIDED

SITE DATA - LOT 5
 LOT SIZE - 88,860 S.F. = 2.04 ACRES
 ZONING - B-2, LIMITED BUSINESS
 BUILDING - 10,816 S.F. C-STORE/CAR WASH
 IMPERVIOUS - 66,855/88,860 = 75.2% < 80% MAX

PARKING DATA
 C-STORE - 4 + 4,800 S.F. AT 1/200 = 24 STALLS
 CAR WASH = 10 STALLS
 34 STALLS REQUIRED
 35 STALLS PROVIDED

SITE DATA - LOT 4
 LOT SIZE - 53,508 S.F. = 1.23 ACRES
 ZONING - B-2, LIMITED BUSINESS
 BUILDING - 8,297 S.F. AUTO REPAIR
 IMPERVIOUS - 29,141/53,508 = 54.5% < 80% MAX

PARKING DATA
 8+7,297 S.F. AT 1/800 = 17 STALLS
 17 STALLS REQUIRED
 30 STALLS PROVIDED

SITE DATA - LOT 3
 LOT SIZE - 70,487 S.F. = 1.62 ACRES
 ZONING - B-2, LIMITED BUSINESS
 BUILDING - 4,215 S.F. QUICK SERVE RESTAURANT
 IMPERVIOUS - 45,759/70,487 = 64.9% < 80% MAX

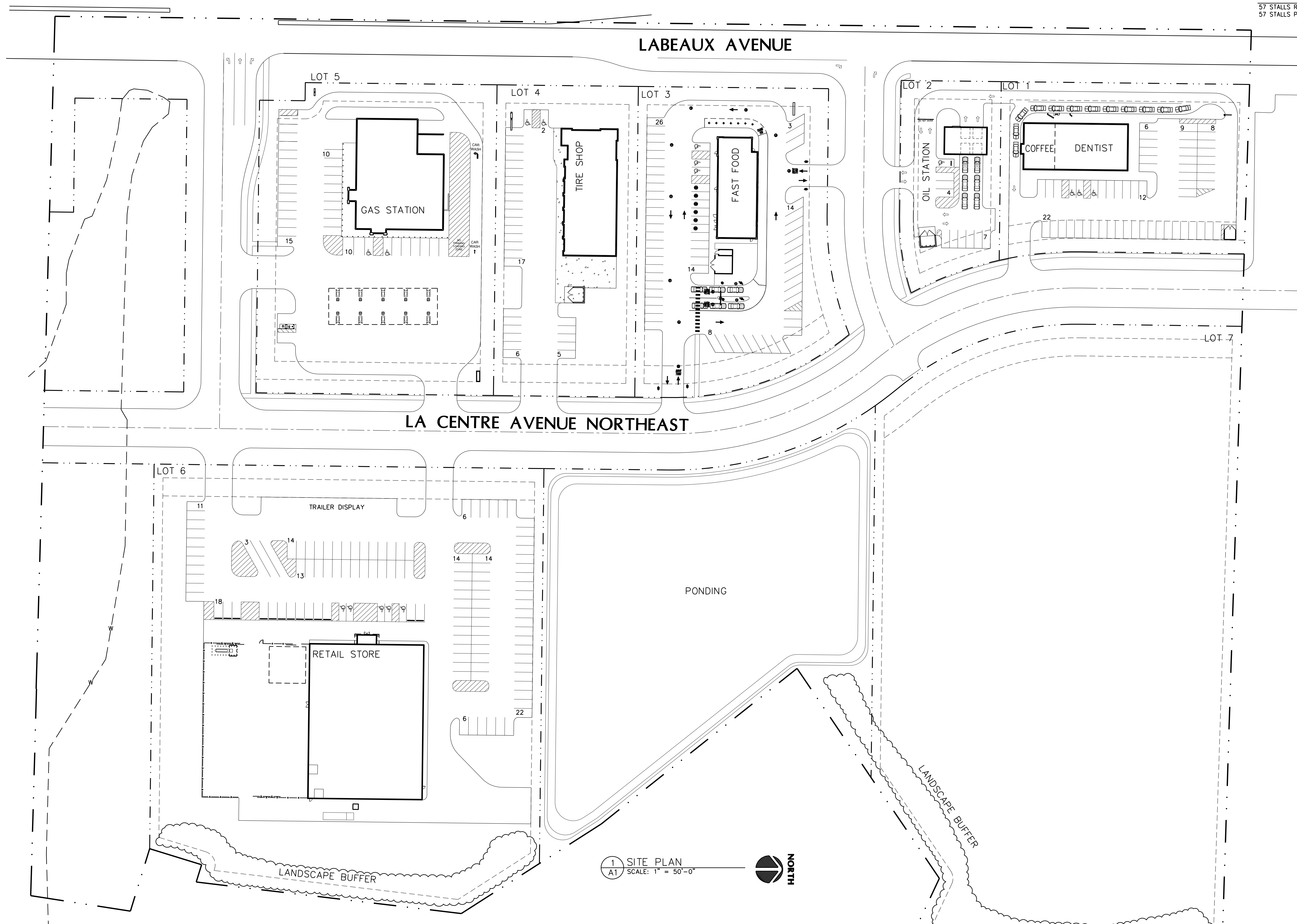
PARKING DATA
 CUSTOMER - 2 + 879 S.F. AT 1/35 = 27 STALLS
 KITCHEN - 2,440 S.F. AT 1/80 = 31 STALLS
 58 STALLS REQUIRED
 65 STALLS PROVIDED

SITE DATA - LOT 2
 LOT SIZE - 23,482 S.F. = 0.54 ACRES
 ZONING - B-2, LIMITED BUSINESS
 BUILDING - 1,500 S.F. QUICK SERVICE OIL CHANGE
 IMPERVIOUS - 13,316/23,482 = 56.7% < 80% MAX

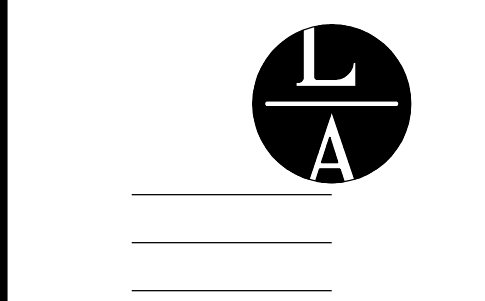
PARKING DATA
 4 EMPLOYEES AT 1/ EMPLOYEE = 4 STALLS
 4 STALLS REQUIRED
 11 STALLS PROVIDED

SITE DATA - LOT 1
 LOT SIZE - 51,204 S.F. = 1.18 ACRES
 ZONING - B-2, LIMITED BUSINESS
 BUILDING - 5,836 S.F. MULTI-TENANT BUILDING
 - 4,200 S.F. DENTAL OFFICE
 - 1,836 S.F. COFFEE SHOP
 IMPERVIOUS - 35,747/51,204 = 69.8% < 80% MAX

PARKING DATA
 DENTAL OFFICE
 3 + 4,200 S.F. @ 1/200 = 24 STALLS
 QUICK SERVE RESTAURANT
 CUSTOMER - 2 + 500 S.F. AT 1/35 = 16 STALLS
 KITCHEN - 1,336 S.F. AT 1/80 = 17 STALLS
 57 STALLS REQUIRED
 57 STALLS PROVIDED



1 SITE PLAN
 A1 SCALE: 1" = 50'-0"
 NORTH



LAMPERT ARCHITECTS
 420 Summit Avenue
 St. Paul, MN 55102
 Phone: 763.755.1211 Fax: 763.757.2849
 lampert@lampert-arch.com

ARCHITECT CERTIFICATION:
 I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

PRELIMINARY NOT FOR CONSTRUCTION

JAVA PROPERTIES
 879 Scheffer Avenue
 St. Paul, MN 55107
 Phone: 952-403-9595

LABEAUX COMMERCIAL CENTRE
 Albertville, Minnesota

Copyright 2025
 Leonard Lampert Architects Inc.
 Project Designer: JAMES B
 Drawn By: JRB
 Checked By: LL
 Revisions

4/2/26	PRELIMINARY

SITE PLAN

Sheet Number

A1

Project No. 250512-3

SITE DATA - LOT 7

LOT SIZE - 97,520 S.F. = 2.24 ACRES
 ZONING - B-2, LIMITED BUSINESS
 BUILDING - 8,400 S.F. C-STORE/CAR WASH

PARKING DATA

C-STORE - 4+ 6,000 S.F. AT 1/200 = 34 STALLS
 CAR WASH - 10 STALLS

44 STALLS REQUIRED
 36 STALLS PROVIDED

SITE DATA - LOT 6

LOT SIZE - 53,648 S.F. = 1.23 ACRES
 ZONING - B-2, LIMITED BUSINESS
 BUILDING - 9,818 S.F. AUTO REPAIR

PARKING DATA

8+8,818 S.F. AT 1/800 = 18 STALLS

18 STALLS REQUIRED
 33 STALLS PROVIDED

SITE DATA - LOT 5

LOT SIZE - 70,854 S.F. = 1.63 ACRES
 ZONING - B-2, LIMITED BUSINESS
 BUILDING - 4,500 S.F. QUICK SERVE RESTAURANT

PARKING DATA

CUSTOMER - 1,200 S.F. AT 1/35 = 34 STALLS
 KITCHEN - 3,300 S.F. AT 1/80 = 41 STALLS

75 STALLS REQUIRED
 79 STALLS PROVIDED

SITE DATA - LOT 4

LOT SIZE - 34,926 S.F. = 0.80 ACRES
 ZONING - B-2, LIMITED BUSINESS
 BUILDING - 3,000 S.F. BANK

PARKING DATA

3 + 3,000 S.F. AT 1/200 = 18 STALLS

18 STALLS REQUIRED
 25 STALLS PROVIDED

SITE DATA - LOT 3

LOT SIZE - 21,478 S.F. = 0.49 ACRES
 ZONING - B-2, LIMITED BUSINESS
 BUILDING - 583 S.F. COFFEE SHOP

PARKING DATA

583 S.F. AT 1/80 = 7 STALLS

7 STALLS REQUIRED
 10 STALLS PROVIDED

SITE DATA - LOT 2

LOT SIZE - 25,968 S.F. = 0.60 ACRES
 ZONING - B-2, LIMITED BUSINESS

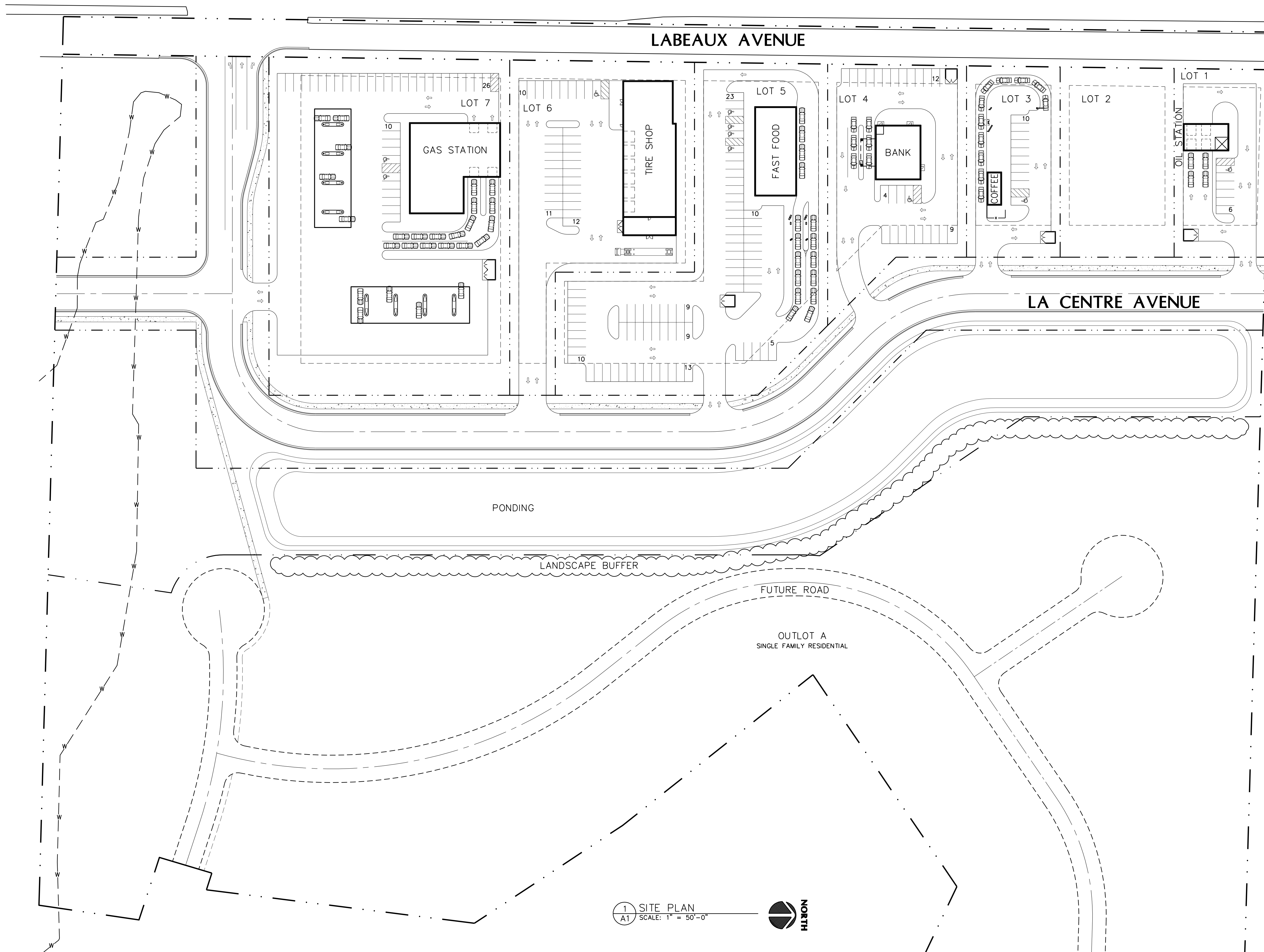
SITE DATA - LOT 1

LOT SIZE - 21,180 S.F. = 0.49 ACRES
 ZONING - B-2, LIMITED BUSINESS
 BUILDING - 1,500 S.F. QUICK SERVICE OIL CHANGE

PARKING DATA

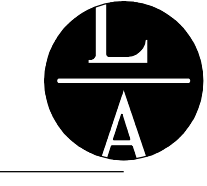
4 EMPLOYEES AT 1/ EMPLOYEE = 4 STALLS

4 STALLS REQUIRED
 6 STALLS PROVIDED



Filename: LABEAUX COMMERCIAL CENTRE\LABEAUX COMMERCIAL CENTRE-A1

1 SITE PLAN
 A1 SCALE: 1" = 50'-0"



LAMPERT ARCHITECTS

420 Summit Avenue
 St. Paul, MN 55102
 Phone: 763.755.1211 Fax: 763.757.2849
 lampert@lampert-arch.com

ARCHITECT CERTIFICATION:
 I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

PRELIMINARY NOT FOR CONSTRUCTION

JAVA PROPERTIES

879 Scheffer Avenue
 St. Paul, MN 55107
 Phone: 952-403-9595

LABEAUX COMMERCIAL CENTRE
 Albertville, Minnesota

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 Leonard Lampert Architects Inc.

Project Designer: JAMES B

Drawn By: JRB

Checked By: LL

Revisions

DATE	DESCRIPTION
7/24/25	PRELIMINARY

SITE PLAN

Sheet Number

A1

Project No. 250512-3

GENERAL ADMINISTRATION

Local Board of Appeals and Equalization: The Local Board of Appeals and Equalization will be held on Monday, April 20, 2026, at 6:15. The Wright County Assessor's Office staff will be in attendance to present and answer questions. The trained and certified Board members are Councilmembers Olson and Zagorski.

2025 Audit: Field work for the 2025 Audit is currently underway and the results will be presented to the Council at the April 20, 2026 Council meeting.

League of Minnesota Cities 2026 Annual Conference: The event will be held on Wednesday, June 24 through Friday, June 26, 2026, at the Mayo Civic Center in Rochester, MN. Registration is now open for the event. Please let me know if you would like to attend this year.

Fire Chief Position: The position is currently posted and applications will be accepted through April 13, with interviews to follow.

Shared Fire Service Study: Eight (8) proposals were received, and all have been ranked by staff from the three cities. Next week staff will be interviewing the top two scoring consultants and will have a recommendation for Council to approve at the April 20 meeting.

Compost Site: The compost site opened for the season on April 1, with revised/extended hours.

FYCC: Included on the consent is the agreement and revised field fees to move field scheduling from FYCC to Community Education. The School District, St. Michael, and Albertville have all revised their field fees so the fees are the same for each entity.

Parks Committee: The Park Committee has scheduled this year's City's Park Night Out for Thursday, May 14, 2026, from 6 pm to 8 pm. This year the event will be held in Central Park for the Central Park Playground Grand Opening.

Senior Center Volunteer Appreciation Brunch: The Crow River Senior Center will be holding their Volunteer Appreciation Brunch to celebrate their hardworking volunteers on Friday, April 17, 2026, from 10:30 am to noon at the Crow River Senior Center. Please let me know if you would like to attend.

Seasonal Job Opportunities: The City is currently advertising for seasonal summer positions for both the Public Works and Utilities Department, as well as for part-time Compost Assistants for the 2026 season. More details are available on the City's website.

Code/Zoning Enforcement: The City is working on several properties regarding zoning ordinance and/or nuisance ordinance violations. Generally, the violations include outdoor storage of vehicles, materials, and/or equipment, and typically include junk accumulation and illegal structures.

ENGINEERING/PUBLIC WORKS

Java Properties: Java Properties has closed on the Potter property and intends to commence site improvements in the coming days/weeks. Staff's understanding is both Mister and Aldi intend to begin construction soon.

CSAH 137: Construction of the project will resume soon. Access to all business properties will be maintained; however, the road will be closed to through traffic.

CSAH 137 Market Place Entrance: Staff is working with the Market Place properties on a request for an addition right-in entrance to the west of Lymon Avenue NE. In general, all costs associated with entrance would need to be paid by the properties and the entrance would be subject to a County Access Permit.

Metronet Fiber: Beginning this spring, Metronet Fiber, a high-speed internet provider, will be working towards installing fiber to all Albertville properties. It is understood the installation will take approximately two years. More information will be available soon.

Main Avenue Reconstruction: Phase 1 work will resume early spring and Phase 2 will commence immediately following Friendly City Days.

Central Park Playground and Plaza: The Contractor is in the process of completing the seating walls and plaza wall. The project will be complete before Parks Night Out.

CSAH 18: The Phase 1 project plans are 90% complete and the County is preparing a cost share agreement for the City's consideration. The City's share is estimated to be approximately \$190,000. The County will be bidding the project in the spring and construction/road closure will take place after Friendly City Days (June 15).

Central Park: Staff is looking into replacing the field lights on Field 1 and potentially adding a hockey shooting area behind Field 3 to be used for outdoor hockey training.