

Chaska Park Board
Meeting Minutes
August 12, 2019

1. Call to Order

The August meeting of the Chaska Park Board was called to order by Chairman Roan at 7:00 pm in the Council Chambers at City Hall.

2. Roll Call

Present: Roan, Downs, Ives, Wittrock, Olsen, Kim, Udermann, Wynveen

Absent: Gutierrez, Mihajlo, Branch

Staff Present: Marshall Grange, Mary Monteith

3. Adopt the Agenda

Motion by Wittrock, second by Udermann, to adopt the August 12th, 2019 meeting agenda. Motion carried.

4. Visitor Presentation

None in attendance.

5. Approve Meeting Minutes

Motion by Olsen, second by Downs to approve the Chaska Park Board meeting minutes of July 8th, 2019. Motion carried.

6. Action Item

6a. Park Naming Process

Parks and Recreation Director Grange shared the history of the process thus far. With the naming of Sunset Park in early 2018, it was recommended by the Park Board, that staff research what is out there as far as policies with other Parks and Recreation departments to help guide the process moving forward. Staff researched other various agencies and took away from a few of them. The goal was to structure guidelines with some flexibility, without boxing the City in. After multiple work sessions with the Park Board, staff was able to bring back this proposal for final approval for recommendation to the City Council.

Grange felt the opening paragraph of the proposed policy really sets the tone, “to engage the community as such participation is an integral part of shaping the public parks system within Chaska”. With a couple new parks coming on-line out in the Big Woods development, the timing of this is beneficial. Having this document can only help make future park naming decisions easier. Downs asked about the process to Council, Grange shared it would be on the agenda next week.

Udermann asked about the recording and documenting of *all* parks. Written documentation would help to better understand the historic significance over the years of city parks. The location and why the parks were named the way they are. Udermann suggest looking into assistance from the Chaska Historical Society with this.

Roan asked the board for a recommendation to the City Council to adopt the Chaska Park Naming Policy. Motion by Wittrock, second by Ives. Motion Carried.

7. Old Business

7A. Bike Friendly Community Updates

Grange thanked the various Park Board members that came to the Aug. 5th council work session. Approximately 25 people were in attendance. Dorien Grilley, Executive Director of Bike Alliance of Minnesota, was in attendance to present and talk about the Bicycle Friendly Community Assessment Report. The goal of this assessment is to “guide efforts to make bicycling the easy, safe and fun choice for making trips around Chaska.” The assessment recommends some ways that improve local bike infrastructure and programs that might increase local ridership for residents, students, and visitors alike.

The recently created Transportation Committee will be meeting towards the end of September and will brainstorm on how to help move forward with addressing some of the tasks necessary for consideration of the Bicycle Friendly Community designation.

Grange also brought the board up to date on the mountain bike trails. A recent meeting with MnDOT resulted in good discussion, they talked through a list of things to keep moving forward. The LUP is still needing approval from a couple other departments. There also is a small piece of land in a right of way area close to the trail, that may need to be addressed.

There has been recent progress with the cities of Victoria, Carver, Chaska and Carver County on wayfinding. Layout for a loop trail (orange) has been identified, as well as a linier trail (green). Signage for those areas throughout will be done by Carver County. The County also has partnered with a research company that will put a survey together for trail users to help gage usage, as well as likes and dislikes.

September 29th, Parks and Recreation will hold a family bike ride. This ride will depart from Athletic Park going on to finish at Lion’s Park.

7B. Off Leash Dog Area (OLDA) Update

Grange gave an update on the OLDA to the board. We’ve been working on getting out more awareness of the wooded area in the back. There is now a big sign at the front entrance pointing out the larger area. We also have added document holders at both main gates that have informational sheets in them for pet owners on licensing, dog etiquette and things to be more aware of in your dog’s behavior when visiting the dog park. Our communications department has also been visiting the park and posting some short videos of doggies having fun. Staff will keep an eye on the pulse of the two areas and as we get to the one-year timeframe, we’ll reach out and survey users of the park on how things are going.

8. Receive Council Meeting Minutes

- 8A. Received Council Meeting Minutes from June 17th
- 8B. Received Council Meeting Minutes from July 1st

9. Staff Reports

9A. Department Happenings-Grange spoke of the many various happenings and programming going on with the Parks and Recreation department.

Grange shared with the board the newly completed Chaska Parks and Trails inventory and interactive map done by Susan Marek and intern Rebecca Gleason. It is now live out on the City website. A ton of time and effort put into this user-friendly program that will be beneficial to all who enjoy Chaska's parks and trails!

Round Table:

- Barth-Check out the activities guide that just came out for fall!
- Ives-Was at the CCC today to work out today.
- Olsen-Asked about the youth age restriction in the work out area. Look for changes to that policy around the first of the year, will allow a 12-year-old in that area with an adult!
- Kim-Excited for fall sports to start (soccer). Appreciated hearing update on the dog park.
- Downs-Kudo's to staff and the department, busy and lots going on during the summer.
- Wittrock-Asked if we'd consider adding bouche ball to programming. Will pass along to athletics programmer, Zac Johnson.
- Udermann-The City of Chaska recently hosted some great events at City Square Gazebo; River City Days, as well as the Flags and Honor Car show for Veterans. Having a great time with Brooklyn as we try and get out to all Chaska Parks. Here's what we've learned so far:
 - Sunsets at Sunset Park are indeed great!
 - Susan Marek did an awesome job on the interactive Parks Map
 - Recent Cubs game at Athletic Park-Lenzen Night, hosted close to 1,000 people with free food, prizes and fun!
 - Touch A Truck-one of the best gatherings in town!
- Roan-This Thursday is the **Happiest** day ever for kids in Chaska, with free hot dogs, free ice cream, and climbing all over very cool vehicles!
 - Also wanted to give another shout out to Susan and Rebecca for the hard work put into this parks and trail map.

10. Other Business

10A. Next Meeting-Conflict with Council meeting on Sept. 9th, so look for information to come out on a work session.

11. Adjourn

Motion to adjourn the August Park Board meeting by Udermann, second by Olsen. Motion Carried.

**- MINUTES -
CHASKA CITY COUNCIL
July 15, 2019**

1. Call to Order

The meeting was called to order by Mayor Windschitl at 7 pm.

2. Pledge of Allegiance

3. Roll Call

Roll call was taken. Present: Councilmembers Hatfield, Hubbard, Huang, Grau, and Mayor Windschitl. Absent: None.

Also Present: Kevin Ringwald, Community Development Director; Nate Kabat, Assistant Administrator; Matt Clark, City Engineer; and Matt Podhradsky, City Administrator.

4. Adopt the Agenda

Motion by Councilmember Huang, second by Councilmember Hatfield to adopt the agenda as presented.

Motion carried.

5. Visitor Presentation

Mayor Windschitl wished Myrtle Kemp a Happy 104th Birthday.

5.A. Nick Mason Scholarship Fund

Anna Mason presented details of the Nick Mason Scholarship Fund.

6. Minutes

Motion by Councilmember Hubbard, second by Councilmember Grau to approve the minutes of the July 1, 2019 City Council meeting.

Motion carried.

7. Consent Agenda

Motion by Councilmember Hatfield, second by Councilmember Huang to approve the Consent Agenda Items A through D:

A. Adopt Resolution 2019-90, Approving Transient Permit for River City Days

Motion to adopt Resolution approving Transient Permit TRA.19-17 for River City Days at City Square Park, Chaska, valid July 26, 2019 through July 28, 2019.

B. Adopt Resolution 2019-91, Transient Permit - Cooper's Food for One-Day Flea Market

Motion to adopt Resolution approving Transient Permit No. TRA.19-18 for Gary Cooper of Cooper's Foods, located at 710 Walnut Street, Chaska for July 27, 2019.

C. Temporary On-Sale Intoxicating License for Guardian Angels Church

Motion to approve Temporary On-Sale Intoxicating License TW.19.05 for Guardian Angels Church, allowing them to serve intoxicating beverages at the AngelFest Celebration, effective September 28, 2019.

D. Adopt Resolution 2019-92, Approving the Adoption of the Carver County All-Hazard Mitigation Plan

Motion to adopt Resolution approving the adoption of the Carver County All-Hazard Mitigation Plan.

Motion carried.

8. Action Items

There were no action items.

9. Bills

9.A. Accounts Payable Council Roster 7-15-19

The Council requested further detail on bills from pages 2, 3, 6, 7, and 25.

City Administrator Podhradsky and Assistant Administrator Kabat provided more information regarding those bills.

Motion by Councilmember Huang, second by Councilmember Hatfield to approve the bills as presented. Roll call was taken. Voting aye: Councilmembers Hatfield, Hubbard, Huang, Grau and Mayor Windschitl. Voting nay: None

Motion carried.

10. Other Business

10.A. City Administrator's Report

10.A.i. Administrator's Bi-Weekly Report 7/15/2019

10.B. Financial Reports – May 2019

Councilmember Huang:

- Commented that the 4th of July fireworks were wonderful and thanked all involved in putting those on.
- Reported that he participated in a Metro Cities Policy Committee and provided more detail regarding its function.
- Noted the Farmer's Market is on Wednesdays from 3-7 pm.
- Commented that the on-going exhibit at the Chaska History Center is great.
- Noted the Fire and Ice Festival is from July 19-21.
- Noted on July 16 there is a public open house at the Arboretum regarding the Arboretum Area Transportation Project.
- Expressed his condolences at the recent passing of former Carver mayor Greg Osterdyk.

Councilmember Hubbard:

- Reported the Jonathan Association 4th of July festivities were excellent.
- Noted the Carver County Universal Stories program is really fun.
- Noted the Equity in the Schools Community Conversation is happening on July 22 at Carver Elementary.

Councilmember Hatfield:

- Commented that the Fire and Ice advertisement this year is stellar.

Assistant City Administrator Kabat:

- Mentioned Staff is planning for the booth at River City Days and a sign-up for times for Councilmembers will be available soon.

Mayor Windschitl:

- Mentioned a bit more detail regarding the Fire and Ice Festival.
- Gave more detail regarding River City Days.
- Noted Flags of Honor is on August 10 and will also have a car show in City Park.
- Noted the next Council Meeting is August 5, 2019.

11. Adjourn

Motion by Councilmember Huang, second by Councilmember Hubbard to adjourn the meeting at 7:41pm.

Motion carried.

- MINUTES -
CHASKA CITY COUNCIL
August 5, 2019

1. Call to Order

The meeting was called to order by Mayor Windschitl at 7 pm.

2. Pledge of Allegiance

3. Roll Call

Roll call was taken. Present: Councilmembers Hatfield, Hubbard, Huang, Grau, and Mayor Windschitl. Absent: None.

Also Present: Kevin Ringwald, Community Development Director; Liz Hanson, City Planner; Luke Melchert, City Attorney; and Nate Kabat, Assistant Administrator.

4. Adopt the Agenda

Motion by Councilmember Huang, second by Councilmember Hubbard to adopt the agenda as presented.

Motion carried.

5. Visitor Presentation

None.

6. Minutes

Previous meeting minutes will be reviewed at the next City Council Meeting.

7. Consent Agenda

The Council noted that City Administrator Podhradsky has done a wonderful job and that the City Administrator Annual Review looks great.

Councilmember Hubbard looked to clarify the specifics of Goal 9 in Item 7.C.

Assistant Administrator Kabat provided further detail regarding that goal.

Councilmember Huang suggested striking the word 'roof' from goal 9 and replacing with 'building issues.'

Assistant Administrator Kabat stated he would make that adjustment.

Motion by Councilmember Hubbard, second by Councilmember Grau to approve the Consent Agenda Items A through C with the correction under item 7.C.:

- A. Adopt Resolution 2019-93, Approve Solicitor Permits for EcoShield Pest Control

Motion to adopt Resolution approving Solicitor Permit #'s, SOL.19-49 through SOL.19-52, for the above representatives of EcoShield Pest Control, located at 3230 Gorham Ave, Suite #2, St. Louis Park, Minnesota, 55426, for the period of August 5, 2019 through September 1, 2019.

B. Adopt Resolution 2019-94, Accepting Gifts and Donations

Motion to adopt Resolution acknowledging and accepting gifts to the City of Chaska received during the period April 01, 2019 through June 30, 2019.

C. City Administrator Annual Review

Motion to approve administrator goals for 2019.

Motion carried.

8. Action Items

8.A. Adopt Ordinance 967, Adopt Ordinance Amending Chapter 12, Article II Relating to Peddlers, Solicitors and Transient Merchants

Assistant Administrator Kabat presented the item to the Council.

Councilmember Hubbard inquired if the permit was good through the end of the year or a year from the date of issue.

Assistant Administrator Kabat provided clarity regarding length of permits.

Councilmember Huang requested more information regarding proceeds from permit fees and the penalty for not having a permit.

Assistant Administrator Kabat and City Attorney Melchert gave further detail regarding those inquiries.

Motion by Councilmember Huang, second by Councilmember Hatfield to adopt Ordinance No. 967 Amending Chapter 12, Article II of the Chaska Code of Ordinances relating to peddlers, solicitors and transient merchants. Motion carried.

9. Bills

Councilmember Huang and Mayor Windschitl requested details for bills on pages 2, 5, 7, 8, 10, 14, 18, 40, 41, 43 and 44.

Assistant Administrator Kabat provided further information regarding those bills.

Councilmember Grau inquired if the City has standard payment terms.

Assistant Administrator Kabat provided the details of the City's payment terms.

9.A. Accounts Payable Council Roster 8-5-19

Motion by Councilmember Huang, second by Councilmember Grau to approve the bills as presented. Roll call was taken. Voting aye: Councilmembers Hatfield, Hubbard, Huang, Grau and Mayor Windschitl. Voting nay: None
Motion carried.

10. Other Business

10.A. City Administrator's Report

10.A.i. Administrator's Bi-Weekly Report 8/5/2019

10.B. Second Quarter 2019 Investment Report

10.C. June Financial Report

Councilmember Hubbard:

- Commented that River City Days and Fire and Ice were wonderful events.
- Reported Night to Unite is tomorrow and that she will attend a few locations in her Ward.

Councilmember Huang:

- Commented the turnout for River City Days was great.
- Noted the Farmer's Market is on Wednesday nights.
- Reminded residents of the Chaska History Center's exhibit on WWI and WWII.

Councilmember Grau:

- Noted that in two weeks Southwest Chaska is going to have a water main shut down from 9am-5pm on a Saturday.
- Noted an incidental shutdown occurred today and will be shut down until 1am and commended Staff for their work getting the word out. Assistant Administrator Kabat stated that residents will receive additional information regarding the planned shutdown.
- Stated there has been comments and inquiries about Fire and Ice and River City Days being back-to-back weekends.
- Commented the KSTP story on the Chaska Par 30 was well done.
- Provided some thoughts on the staffing study. The Council discussed commissions leading into city involvement.

Assistant City Administrator Kabat:

- Thanked Julie Janke for the work she puts into Night to Unite.
- Noted City Administrator Podhradsky, Mayor Windschitl, and he attended the GARE (Government Alliance on Race and Equity) training on equity put on by the school district.
- Noted all full-time staff will attend YMCA Equity Institute training.
- Updated the Council on equity discussions occurring among the school district, the City of Chaska, and the City of Carver and an upcoming event regarding diversity and equity.

Mayor Windschitl:

- Noted Touch a Truck is on 8/15/19 at 5pm at the Community Center.
- This Saturday, August 10 is the Flags of Honor Car Show from 10am until 2pm.

- Noted the ribbon cutting for Jonathan Flats is August 21st.
- Stated the next Council Meeting is August 19.

11. Adjourn

Motion by Councilmember Huang, second by Councilmember Hatfield to adjourn the meeting at 8:00 pm. Motion carried.

**- MINUTES -
CHASKA CITY COUNCIL
August 19, 2019**

1. Call to Order

The meeting was called to order by Mayor Windschitl at 7 pm.

2. Pledge of Allegiance

3. Roll Call

Roll call was taken. Present: Councilmembers Hatfield, Hubbard, Huang, Grau, and Mayor Windschitl. Absent: None.

Also Present: Kevin Ringwald, Community Development Director; Liz Hanson, City Planner; Luke Melchert, City Attorney; Nate Kabat, Assistant Administrator; Marshall Grange, Parks & Recreation Director; Administrative Service Director Graczyk; Kelly Grinnell, Finance Manager; and Matt Podhradsky, City Administrator.

4. Adopt the Agenda

Motion by Councilmember Huang, second by Councilmember Hatfield to adopt the agenda as presented.

Motion carried.

5. Visitor Presentation

Marty America, 3680 Hedge Hill Road, noted there are a few homes in his neighborhood that still do not have City sewer or water and inquired why that was.

City Administrator Podhradsky provided further detail into the plan for City water and sewer in that area.

Mayor Windschitl requested more information regarding the gazebo in City Park.

City Administrator Podhradsky provided an update and schedule for repairs.

Mayor Windschitl read a letter from the head of Chaska Baseball Craig Bowman thanking the City for their support and upkeep of the field.

6. Minutes

Motion by Councilmember Hubbard, second by Councilmember Grau to approve the minutes of the July 15, 2019 and August 5, 2019 City Council meetings.

Motion carried.

7. Consent Agenda

Councilmember Grau referred to Item 7C and asked if there are any repercussions if the policy in Section B Item 3 is not followed, or if the policy is more of a guideline.

City Administrator Podhradsky gave further clarity regarding the policy.

Mayor Windschitl stated that the use of the word "substantial" in number 2 regarding donation for naming a park might be too loose of a term and suggested using a fixed percentage.

Parks & Recreation Director Grange provided more information into the discussions the Park Board had regarding what a substantial donation would be.

Councilmember Huang inquired what legal risk there is with this being policy and not ordinance as far as having donation precedents set.

City Administrator Podhradsky spoke in more detail regarding this potential and suggested adopting the policy with recommendation that the Park Board have further discussions regarding suggested donation amounts.

Motion by Councilmember Hatfield, second by Councilmember Grau to approve the Consent Agenda Items A through D, with recommended Park Board discussions on Item 7C:

- A. Establish a Public Hearing to Consider Approval of the Proposed 2020 Operating Plan and Budget and Imposition of Service Charges for the Chaska Downtown Special Services District (SSD).

Motion to set the public hearing for October 7, 2019, to review and approve the proposed SSD 2020 operating plan, budget, and service charges and direct staff to give notice of the public hearing.

- B. Adopt Resolution 2019-95, Authorization of MCES I & I Grant Participation

Motion to adopt Resolution No. 2019-95 adopting the participation in the 2017 – 2019 MCES I & I Grant Program.

- C. Adopt Chaska Parks and Recreation proposed Chaska Park Naming Policy

Motion to adopt Chaska Parks and Recreation proposed Chaska Park Naming Policy.

- D. Approve Massage Therapy Registration for Leslie Byrant

Motion to approve Massage Therapy Registration No. MTR-19-09 to allow Leslie Bryant to practice Therapeutic Massage out of her home at 1902 Shamrock Place, Chaska.

Motion carried.

8. Action Items

8.A. Adopt Resolution 2019-96, Approving the Final Site & Building Plan for American Flexible Products at 124 Peavey Circle/R J Ryan/PC #2019-16

City Administrator Podhradsky introduced the item to the Council.

City Planner Hanson presented the item to the Council.

Carla Matheson, CEO for American Flexible Products, provided further detail regarding the building plan.

Councilmember Huang inquired about fire access to the north end.

City Planner Hanson explained the fire access plan at that location.

Motion by Councilmember Huang, second by Councilmember Hubbard to adopt Resolution No. 2019-96 approving the Final Site & Building Plan for American Flexible Products at 124 Peavey Circle (PC #2019-16). Motion carried.

8.B. Adopt Resolution 2019-97, Resolution Approving a Purchase Agreement and Approving and Authorizing the Execution of a Supplemental Compensation Agreement and Memorandum of Understanding for Property

City Administrator Podhradsky introduced the item to the Council.

Assistant Administrator Kabat presented the item to the Council.

City Administrator Podhradsky provided further comment regarding the details of the requirement to build the road and limitations to build on the site.

The Council and Staff discussed the intricacies of the legal requirements and best use of City dollars.

Motion by Councilmember Huang, second by Councilmember Grau to table the item to a future date. Motion carried.

8.C. Annual 2018 Financial Reports

City Administrator Podhradsky introduced the item to the Council.

Administrative Service Director Graczyk presented the 2018 Financial Reports.

Bill Lauer and Jackie Huegel, MMKR & Co., P.A., summarized MMKR's role with and results of the audit.

Administrative Service Director Graczyk finalized his presentation to the Council.

Motion by Councilmember Hubbard, second by Councilmember Huang to accept City of Chaska 2018 Comprehensive Annual Financial Reports and Chaska Fire Department Relief Association 2018 Annual Financial Reports. Motion carried.

9. Bills

9.A. ACCOUNTS PAYABLE COUNCIL ROSTER 8-19-19

Councilmember Huang requested further information regarding bills on pages 10, 12, 17, and 20-29.

Staff provided clarification regarding those bills.

Motion by Councilmember Huang, second by Councilmember Hatfield to approve the bills as presented. Roll call was taken. Voting aye: Councilmembers Hatfield, Hubbard, Huang, Grau and Mayor Windschitl. Voting nay: None
Motion carried.

10. Other Business

10.A. City Administrator's Report

10.A.i Administrator's Bi-Weekly Report 8/19/2019

10.B. Receive the July 8th Park & Recreation Board Meeting Minutes

Councilmember Hatfield:

- Noted the HWY 10 Corridor Study open house is from 5-7 pm on Wednesday at the Community Center.
- Commented the new park viewing option on the Park Board webpage is fantastic.
- Commented that the elimination of park fees for Carver County is exciting.
- Noted the Chaska baseball team is doing great.

Councilmember Hubbard:

- Stated there were several great get-togethers for the Night to Unite event and thanked the Police and Fire Departments for their attendance at various locations.
- Commented that Touch-a-Truck was a great event as well.
- Noted she will be attending the Lower Minnesota Watershed District boat tour.

Councilmember Huang:

- Updated the Council on having Neighborhood Watch meetings.
- Encouraged folks to attend the HWY 10 Corridor Study open house.
- Noted the Farmer's Market is having a solid turnout each week.
- Reminded folks the Chaska History Center's WWI and WWII event is still going on until November 15, 2019.
- Requested more information regarding a food event slated for October 22, 2019. City Administrator Podhradsky and Assistant Administrator Kabat gave more detail regarding the concept of the event.
- Inquired if there are any updates regarding the intersection by Pioneer Trail by Kwik Trip that is under Carver County jurisdiction. City Administrator Podhradsky provided a brief update of the likely plan for that location.
- Asked if there were any updates regarding funding for the utility work on Lineman by HWY 41. City Administrator Podhradsky gave an update regarding the schedule for that utility work.
- Inquired of the timeframe for the 212/44 interchange finishing up. City Administrator stated that phase should be done in mid-November.

- Asked if there is still a police blotter that reports activity for the week . City Administrator Podhradsky stated it's been switched over to Facebook.

Councilmember Grau:

- Also reiterated how great an event Touch-a-Truck was.
- Noted the communication about the water shut down was excellent.

City Administrator Podhradsky:

- Informed the Council of the dates for the September work sessions.

Mayor Windschitl:

- Noted the Fire Department open house is September 9, 2019 from 5-8pm.
- Noted there will not be a meeting on Labor Day.
- Noted the City Retreat is the 19th and 20th.

11. Adjourn

Motion by Councilmember Huang, second by Councilmember Hatfield to adjourn the meeting at 9:29 pm.

Motion carried.

**- MINUTES -
CHASKA CITY COUNCIL
September 16, 2019**

1. Call to Order

The meeting was called to order by Mayor Windschitl at 7 pm.

2. Pledge of Allegiance

3. Roll Call

Roll call was taken. Present: Councilmembers Hatfield, Hubbard, Huang, Grau, and Mayor Windschitl. Absent: None.

Also Present: Kevin Ringwald, Community Development Director; Liz Hanson, City Planner; Luke Melchert, City Attorney; Nate Kabat, Assistant City Administrator; Noel Graczyk, Administrative Services Director; and Matt Podhradsky, City Administrator.

4. Adopt the Agenda

Motion by Councilmember Hubbard, second by Councilmember Hatfield to remove Item 7.B from Consent to Action Item 8.D. Motion carried.

Motion by Councilmember Hubbard, second by Councilmember Grau to adopt the amended agenda as presented. Motion carried.

5. Visitor Presentation

Mayor Windschitl said a few words honoring the late Dr. Edgar Ziegler.

5.A. Proclamation - Direct Support Professional Week

Mayor Windschitl read the Direct Support Professional Week Proclamation.

5.B. Proclamation - Chaska International Day of Peace

Mayor Windschitl read the Chaska International Day of Peace Proclamation recognizing September 21, 2019 as Chaska's Day of Peace.

Rev. Reginald Klindworth, 3919 Carver Circle, reported the congregation of Crown of Glory Lutheran Church are rededicating their peace pole on September 28th and 29th, 2019.

5.C. Proclamation - Constitution Week

Mayor Windschitl read a Proclamation recognizing September 17-23, 2019 as Constitution Week.

5.D. Chaska Fire Explorers and Advisors Recognition

Chaska Fire Chief Tim Wiebe presented Firefighters Nate Peterson and Al Tarman who recounted the accomplishments of the Chaska Fire Explorers at the 2019 State Fair.

5.E. Travis Lindberg & Zach Bonnema Grant Recognition

Chaska Fire Chief Wiebe also recognized Firefighter Travis Lindberg and Firefighter Captain Zack Bonnema for their grant writing success.

Captain Bonnema spoke about forced-entry training material received through a grant and Firefighter Lindberg reported that the Fire Department and Police Department now have 19 new AED devices obtained through a grant. Chief Wiebe also noted they have been able to standardize the medical bags used by the Fire Department and Police Department.

5.F. Eastern Carver County School Referendum

Clint Christopher, Eastern Carver County School Superintendent, reported on the Eastern Carver County School Referendum.

Councilmember Grau thanked Mr. Christopher for coming to share the referendum information tonight.

Councilmember Huang commented that investment in education is an investment to drive up property values.

Councilmember Hatfield commented that it will be nice the proposed elementary school is in Chaska.

Councilmember Hubbard inquired where the proposed larger bus garage will be built and the capacity of busses that will be there.

Superintendent Christopher stated there is an agreement with a property north of Lyman Boulevard and that the agreement is contingent upon referendum passing and that it would hold all the district busses, with additional space if needed.

City Administrator Podhradsky provided further clarity into a bus fleet within the district.

Councilmember Huang inquired what the impacts to students would be if the referendum didn't pass.

Superintendent Christopher provided detail into what those impacts would be.

City Administrator Podhradsky commented that there is enough growth in south east Chaska to fill the proposed school itself.

Mayor Windschitl inquired if Carver Elementary was at capacity.

Superintendent Christopher stated it is at 700 students out of the 720 capacity.

Council and Staff commented on the growth of South West Chaska.

Councilmember Hatfield inquired about security maintenance.
Superintendent Christopher provided further detail regarding upkeep for security.

Mayor Windschitl asked if they are able to use the same designs as Carver Elementary to save cost.

Superintendent Christopher commented that architectural costs will be incurred at some point.

City Administrator Podhradsky provided further comment regarding facility use.

Superintendent Christopher stated that Question 1 of the Referendum (operating) must pass in order for Question 2 (bond) to pass and gave further reason for the importance of that requirement.

City Attorney Melchert inquired what the cost was per student in Chaska to be educated.

Superintendent Christopher explained he could not give a specific number on the per pupil expenditure at this time. He also noted there is an informational webinar folks can view for more information.

6. Minutes

Motion by Councilmember Huang, second by Councilmember Hatfield to approve the minutes of the August 19, 2019 City Council meeting.

Motion carried.

7. Consent Agenda

Mayor Windschitl noted item 7.B. was pulled from Consent and placed as item 8.D. under Action Items.

Motion by Councilmember Hatfield, second by Councilmember Huang to approve the amended Consent Agenda Items A through G:

- A. Adopt Resolution 2019-98, Resolution Expressing support for the 2019 Transportation Economic Development Program Funding Application for Highway 41 Improvements in Downtown Chaska

Motion to adopt Resolution No. 2019-98, Resolution Requesting Support for the 2019 Transportation Economic Development Program Funding Application for Highway 41 Improvements in Downtown Chaska.

- ~~B. Adopt Ordinance 968, Adopt Resolution 2019-99, Ordinance Amending Chapter 14, Article V Related to Motor Vehicles and Traffic Therein Relating to Motorized Golf Carts~~

~~— Motion to Adopt Ordinance No. 2019-968 Amending Chapter 14, Article V, Section 96 through 105 by repealing Article V and adopting a new Article V related to motorized golf carts of the Chaska Code of Ordinances.~~

- C. Approve On-Sale Liquor Permit at Community Event for Schram Haus Brewery - Cycle Chaska-Fall Family Bike Ride

Motion to approve On-Sale Intoxicating License at a Community Event OSCF19.03 for Schram Haus Brewery, 3700 Chaska Blvd, Chaska MN for the Cycle Chaska – Fall Family Bike Ride and wave the registration fee, effective September 29, 2019.

- D. Approve Agreement with Baker Tilly Municipal Advisors, LLC for Municipal Advisor Services

Motion to appoint Baker Tilly Municipal Advisors, LLC as the Municipal Advisor to the City and to authorize the City Administrator to execute an engagement agreement with Baker Tilly Municipal Advisors, LLC.

- E. Adopt Resolution 2019-100, Bonding Reimbursement

Motion to adopt Resolution 2019-100 relating to financing certain proposed projects and establishing compliance with reimbursement bond regulations under the Internal Revenue Code

- F. Adopt Resolution 2019-101 and Resolution 2019-102 Establish Date of Sale for Issuance of Bonds: Series 2019B and 2019C

Motion to adopt a resolution authorizing issuance and sale of \$5,680,000 General Obligation Bonds, Series 2019B.

Motion to adopt a resolution authorizing issuance and sale of \$2,135,000 General Obligation Utility Revenue Bonds, Series 2019C.

- G. Americans with Disability Act (ADA) Transition Plan for Public Right of Way

Motion to authorize the Americans with Disabilities Act (ADA) Transition Plan.

Mayor Windschitl referred to Item 7.G. and inquired how the ADA plan can be set up if it is always changing.

City Administrator Podhradsky provided further detail regarding the guidelines.

Motion carried.

8. Action Items

8.A. Adopt Resolution 2019-99, Approving the Preliminary Plat and Conditional Use Permit (CUP) for Shepherd of the Hill Twin homes/Habitat for Humanity/PC #2019-17
City Administrator Podhradsky introduced the item to the Council.

City Planner Hanson presented the item to the Council.

The Council discussed the options set before the homeowner across from the cul-de-sac.

Chad Dittman, project manager at Twin Cities Habitat for Humanities, explained the meaning of the name for the cul-de-sac.

City Planner Hanson continued her presentation of the item.

Motion by Councilmember Hubbard, second by Councilmember Huang to adopt Resolution No. 2019-99 approving the Preliminary Plat and Conditional Use Permit (CUP) for Shepherd of the Hill Twin homes (PC #2019-17). Motion carried.

8.B. Appointment of Independent Financial Auditor

City Administrator Podhradsky introduced the item to the Council.

Administrative Services Director Graczyk presented the item to the Council.

Mayor Windschitl inquired whether it was prudent to switch auditors every now and then.

Administrative Services Director Graczyk stated there has not been a standard for auditor rotation and Staff will look for direction from the Council.

City Administrator Podhradsky weighed in regarding the idea of auditor rotation.

Councilmember Huang asked if the same folks within MMKR have been working with the City of there has been a lot of turnover.

Administrative Services Director Graczyk provided further detail regarding MMKR staff working with the City.

Mayor Windschitl asked about the cost charged for the relief audit.

Administrative Services Director Graczyk gave clarity regarding the reasons for the cost.

Motion by Councilmember Hatfield, second by Councilmember Grau to appoint Malloy, Montague, Karnowski, Radosevich, and Co., P.A. as the independent financial auditor for the 2019 through 2023 fiscal-year audits. Motion carried.

8.C. Letter of Intent for Par 30 Improvements with Learning Links

City Administrator Podhradsky presented the item to the Council.

Councilmember Hubbard commented that this is a great redesign of the course and noted someone at the informational meeting had inquired why there is not a driving range in the plan.

Eric Schneider, Learning Links of Chaska, provided further insight into why there will not be a dedicated driving range. He also gave more information about where they are with fundraising at this point.

Mayor Windschitl inquired about continuing to use Goodman Parking.

City Administrator Podhradsky provided further information regarding parking.

Councilmember Huang inquired where parking would go if the Goodman Group does not provide parking.

City Administrator Podhradsky went into further detail regarding possible parking options.

The Council and Staff discussed public interest in golf and the unique nature of this proposed course.

The founder of ICONIC expressed her support of the course.

Motion by Councilmember Huang, second by Councilmember Hatfield to approve the Letter of Understanding between the City of Chaska and the Learning Links of Chaska to move forward with the proposed project at the Par 30 Golf Course and to authorize the City Administrator to enter this LOI on behalf of the City of Chaska. Motion carried.

8.D. Adopt Ordinance 968, Adopt Resolution 2019-99, Ordinance Amending Chapter 14, Article V Related to Motor Vehicles and Traffic Therein Relating to Motorized Golf Carts

Assistant Administrator Kabat presented the item to the Council.

Councilmember Hubbard stated she had feedback from her Ward about some of the stipulations the Ordinance is imposing. She stated that everything addressed in the Ordinance is required by the League of Minnesota Cities, and then listed some of the concerns from citizens in her Ward.

City Administrator Podhradsky provided clarity regarding the purpose of the Ordinance.

Jeffrey and Gail Peterson, 2959 Fairway Dr, listed some concerns with some stipulations in the Ordinance.

The Council and Staff discussed the comments presented by the Petersons.

Mrs. Peterson inquired how the public will receive the updates to the Ordinance.

City Administrator Podhradsky stated Assistant Administrator Kabat could email it to them.

Motion by Councilmember Hubbard, second by Councilmember Huang to table the item until a future meeting. Motion carried.

9. Bills

Accounts Payable Council Roster 9-16-19

The Council inquired about bills on pages 1, 12, 16, 18, 24, 31 and 37.

City Administrator Podhradsky provided further information regarding those bills.

Motion by Councilmember Huang, second by Councilmember Hatfield to approve the bills as presented. Roll call was taken. Voting aye: Councilmembers Hatfield, Hubbard, Huang, Grau and Mayor Windschitl. Voting nay: None Motion carried.

10. Other Business

10.A. City Administrator's Report

10.B. Administrator's Bi-Weekly Report 9/19/2019

10.C. Other Reports

10.C.i. Financial Reports – July 2019

10.D. Other Meeting Minutes

10.D.i. Receive the Draft Minutes of the August 14, 2019 Planning Commission

10.D.ii. Receive the Draft Minutes of the August 12, 2019 Park and Rec Board Meeting

Councilmember Huang:

- Commented the new digital newsletter from Parks & Rec is great.
- Reported he went on a Fire Department ride-along on 8/28/19.
- Commented that he has received some feedback regarding the permit costs for food trucks. City Administrator Podhradsky provided further clarity regarding the multi event permit. The Council discussed food truck permits.
- Noted requests came up at the Downtown Business Alliance regarding shared office space.
- Noted there are requests for the City to support businesses impacted by the Hwy 169/41 closure next year.
- Provided an update regarding the Metro Cities Transportation and General Administration Policy Committee meeting.
- Noted there is concern about having jurisdiction at the City-level about having non-clustering of group homes.
- Updated the Council about a MN Dot Demo on automated vehicles that he attended.
- Updated the Council on the Southwest Transit budget, State Fair ridership, and Prime MD, as well as some rewards Southwest Transit has received.

Councilmember Hubbard:

- Noted she attended the Fireman's open house.
- Noted the Southwest Metro Manufacturing Forum is on October 4, 2019.

Councilmember Hatfield:

- Agreed that the Fireman's open house was wonderful.
- Noted the Downtown Block Party is on September 28, 2019.
- Inquired why there is a for sale sign in front of KFC. City Administrator Podhradsky stated they do not have further information regarding that.

City Administrator Podhradsky:

- Reminded the Council of the retreat on Thursday and Friday.
- Noted Administrative Services Director Graczyk was appointed by the National GFOA to their Debt Service Committee.

Mayor Windschitl:

- Noted the Just ride is September 22, 2019.
- Noted there is a meeting on September 30, 2019.

11. Adjourn

Motion by Councilmember Hatfield, second by Councilmember Grau to adjourn the meeting at 10:17 pm.

Motion carried.

**- MINUTES -
CHASKA CITY COUNCIL
September 30, 2019**

1. Call to Order

The meeting was called to order by Mayor Pro Tem Huang at 7 pm.

2. Pledge of Allegiance

3. Roll Call

Roll call was taken. Present: Councilmembers Hatfield, Hubbard, Grau, and Mayor Pro Tem Huang. Absent: Mayor Windschitl.

Also Present: Luke Melchert, City Attorney; Nate Kabat, Assistant Administrator; Noel Graczyk, Administrative Services Director; and Matt Podhradsky, City Administrator.

4. Adopt the Agenda

Motion by Councilmember Hubbard, second by Councilmember Hatfield to adopt the agenda as presented.

Motion carried.

5. Visitor Presentation

5.A. School District Referendum

Gwen Michael, 7100 Gunflint Trail, Chanhassen, presented questions regarding the School District Referendum and handed a document to the Council and Staff regarding information from District 112. She asked the Council to not compose a letter in support of this referendum.

Julie Peplinski, 2470 Marsh View Ct, Victoria, stated she supports Ms. Michael's statements.

Julie Slater, 8225 Kelzer Pond Dr, Victoria, explained she has concerns with the equity training staff in School District 112 received and that tax dollars are used to implement the equity program. She asked the Council not to endorse the referendum.

Tiffany Williams, 2460 Marsh View Ct, Victoria, stated she supports Ms. Slater's statements.

William Mcneely, 9940 Deerbrook Dr, Chanhassen, also explained he supports Ms. Slater's statements.

6. Minutes

Motion by Councilmember Grau, second by Councilmember Hubbard to approve the minutes of the September 19, 2019 City Council meeting.

Motion carried.

7. Consent Agenda

Councilmember Grau asked for clarification on the item.

City Administrator Podhradsky provided further detail regarding the Park Naming Policy Revision.

Motion by Councilmember Hatfield, second by Councilmember Grau to approve the Consent Agenda Item A:

A. Chaska Parks and Recreation-Park Naming Policy Revision

Motion to approve revised Park Naming Policy.

Motion carried.

8. Action Items

8.A. Adopt Resolution 2019-103, Resolution Establishing a Maximum Preliminary City Tax Levy for Payable 2020

City Administrator Podhradsky presented the item to the Council.

Councilmember Grau noted that the Council has seen much of this information in various open work sessions and that this is the formal presentation to the Council for approval.

Ms. Michael inquired if the City and School District use similar tools to calculate population projections.

City Administrator Podhradsky provided further detail regarding projection calculations and the differing demographics between the City and School District.

The Council discussed the importance of the tax levy and upkeep of the City.

Motion by Councilmember Hubbard, second by Councilmember Hatfield to adopt a Resolution 2019-103 establishing a proposed payable 2020 maximum property tax levy. Motion carried.

8.B. Adopt Resolution 2019-104, Resolution in Support of School District Referendum

City Administrator Podhradsky presented the item to the Council.

Mayor Pro Tem Huang noted he would recuse himself from voting on the resolution.

The Council shared their thoughts regarding the referendum.

Ms. Michael inquired about the growth projections from the past five years not reaching the estimated projections at Eastern Carver County and whether that was concerning.

City Administrator Podhradsky explained to the Council that the projections in their reports are from the School District and they have a different demographic than the City for projection calculations.

Councilmember Hubbard inquired where the information for the spreadsheet Ms. Michael handed out earlier originated.

Ms. Michael stated that it was provided by Eastern Carver County School District.

City Administrator Podhradsky provided further clarity regarding how the School District looks at capacity.

Ms. Michael asked what the plan is if the district over-builds.

City Administrator Podhradsky commented that Western Carver County is projected to increase in population.

The Council discussed the importance of the proposed elementary school being situated where the growth in population is happening.

Ms. Peplinski stated that she doesn't see the need to rush into approving the referendum. She explained that she wants to feel good about supporting the referendum but does not at this point with questions left unanswered.

Elizabeth Provinzino, 1947 Creek View Court, Chanhassen, asked if future residents of Carver will be benefiting from the new school without having to pay for it, and stated that in voting for the referendum, all pieces of it will be approved, not just bus garages and school construction.

Jennifer Palmquist, 9961 Deerbrook Drive, Chanhassen, asked if the Council has investigated equity plans in any of the other districts and if the potential for a 30% reduction in enrollment has been considered.

Jared Slater, 8225 Kelzer Pond, Victoria, thanked the Council for doing their research and stated there is not a rush for this referendum. He asked that they look at the numbers further and provide answers for many of the questions the residents have.

Ms. Michael referred to a memo handed out from the School District and compared it to the information that is on the referendum website. She stated there is conflicting numbers and that residents want clarification.

The Council shared their thoughts regarding the referendum.

Motion by Councilmember Grau, second by Councilmember Hubbard to adopt resolution 2019-104 supporting Independent School District 112 November 2019 Referendum. Motion carried.

9. Bills

Accounts Payable Council Roster 9-30-19

Mayor Pro Tem Huang inquired about bills on pages 2, 5, 7, 8, and 22.

City Administrator Podhradsky provided further information regarding those bills.

Motion by Councilmember Hubbard, second by Councilmember Hatfield to approve the bills as presented. Roll call was taken. Voting aye: Councilmembers Hatfield, Hubbard, Grau and Mayor Pro Tem Huang. Voting nay: None
Motion carried.

10. Other Business

10.A. City Administrator's Report

10.B. Administrator's Bi-Weekly Report 9/30/2019

10.C. Other Meeting Minutes

10.C.i. Receive the Draft Minutes of the September 11, 2019 Planning Commission Meeting.

10.C.ii. Receive the Draft Minutes of the August 22, 2019 Human Rights Commission.

Councilmember Hatfield:

- Commented that the Council retreat was amazing.
- Noted that she heard wonderful feedback regarding the Oktoberfest festivities.

Councilmember Hubbard:

- Agreed that the Council retreat was very helpful.

Councilmember Grau:

- Also agreed the retreat went well.
- Stated the Oktoberfest event was well done.
- Asked when Dunkin Donuts is opening and what other businesses are going in at that site. City Administrator Podhradsky provided more information regarding those tenants.
- Noted the Chaska Par 30 is picking up State and National recognition.
- Stated that he has heard positive feedback about the ninja warrior park nearby and that neighbors of his would love something like that in their area.
- Reminded the Council the Trail of Fun is on October 18, 2019 at Athletic Park.

Assistant City Administrator Kabat:

- Noted the Southwest Metro Manufacturing Forum is Friday, October 4th from 11am-2pm.
- Stated FormaCoat will be celebrating their grand opening on October 12 from 11am-2pm.
- Noted the Human Rights Commission is hosting a three-part series called Race: The Power of Illusion on October 10, 24 and November 7 from 6-8pm at the Community Center.

City Administrator Podhradsky:

- Stated a work session will be scheduled for the department heads to highlight their departments.

Mayor Pro Tem Huang:

- Agreed that Oktoberfest was successful, and it looked like a big turnout at Schram's.
- Noted that he forwarded the FCC newsletter to City Administrator Podhradsky and thought it might be useful to distribute it.

11. Adjourn

Motion by Councilmember Hubbard, second by Councilmember Grau to adjourn the meeting at 9:08 pm.

Motion carried.

CHASKA PLANNING COMMISSION
MINUTES
June 12, 2019

1. Call to Order

Chairperson Dahlke called the meeting to order at 7:00 pm.

2. Roll Call

Roll call was taken. Members present: Commissioners Brass, Cross, Lacey, Olson, Sailer, Bowe, and Urbanski and Chairperson Dahlke

Members absent: Commissioner Pfeiffer

Also present: Kevin Ringwald, Community Development Director; and, Liz Hanson, City Planner

3. Adopt the Agenda

Motion by Commissioner Lacey, second by Commissioner Brass to adopt the agenda as presented.

Motion carried.

4. Visitor Presentation

Dwight Hemme, 1547 Crest Drive, stated that he is here representing his neighbors to oppose the Habitat for Humanity twin homes.

Chairperson Dahlke noted that this item is scheduled later on the agenda, so he will have a chance to speak at that time.

5. Minutes

Motion by Commissioner Sailer, second by Commissioner Urbanski, to approve the Minutes of the May 08, 2019, Planning Commission meeting.

Motion carried.

6. Consent Items

Commissioner Cross asked if the catch basin planned for 6b would resolve the concerns expressed by the residents.

City Planner Hanson stated that the problems in the area have been resolved.

Motion by Commissioner Cross, second by Commissioner Bowe, to approve the Consent Agenda as follows:

6.A. Find that Sale of Excess City Property in SW Chaska (PID 300062220) is Consistent with Comprehensive Plan/City of Chaska

6.B. Motion to recommend to City Council approval of The Harvest West Final Plat for a 72-lot subdivision in the SW Chaska Growth Area (PC #2019-15), subject to the following conditions:

1. Approvals shall be based on the following graphic exhibits:

- a. Cover Sheet, submitted by Alliant Engineering, dated May 22, 2019
 - b. Site Plan (pgs 4), submitted by Alliant Engineering, dated May 22, 2019
 - c. Erosion and Sediment Control Plan (pgs 1-4), submitted by Alliant Engineering, dated May 22, 2019.
 - d. Street & Storm Sewer Plans (pgs 1-8), submitted by Alliant Engineering, dated May 22, 2019
 - e. Pond 2 Draiintle Detail, submitted by Alliant Engineering, dated May 22, 2019
 - f. Intersection Details (pgs 1-2), submitted by Alliant Engineering, dated May 22, 2019
 - g. Sanitary Sewer Plan & Profiles (pgs 1-7), submitted by Alliant Engineering, dated May 22, 2019
 - h. Landscape Plan (pgs 1-5), submitted by Alliant Engineering, dated May 22, 2019
 - i. Final Plat (pgs 1-4), submitted by Alliant Engineering, undated
 - j. West Side Park Entrance photo simulation, submitted by Alliant Engineering, dated May 22, 2019.
 - k. Harvest West – Savanna Way Landscaping, prepared by Alliant Engineering, dated June 6, 2019
2. Provision of a 60 feet Right of Way width for all local streets.
3. Adherence to the City's Boulevard Tree Policy and local street section design.
4. Provision of sidewalks on both sides of all local streets.
5. Adherence to the following building setbacks:
- a. Cottage Lots (Detached Townhomes):
 1. Front: 20 feet
 2. Rear: 30 feet
 3. Side: 5 feet
 4. Side (corner): 20 feet
 - b. Village Lots (Single-Family):
 1. Front (house): 23 feet
 2. Front (porch): 15 feet
 3. Side: 5 feet
 4. Side (corner): 23 feet
 - c. Highway 212: 225 feet from the centerline (from centerline of adjacent travel lane) of TH 212 or 50 feet from right of way (whichever is greater)
 - d. Savanna Way: 100 feet from the centerline
 - e. County Road 44: 125 feet from the centerline
 - f. Wetlands: 30 feet
 - g. Public Park: 40 feet (only applicable to rear setbacks)
6. Prior to final plat recording, developer shall enter into an agreement with the City for the provision of necessary infrastructure and associated development costs.
7. Preservation of the wooded steep slopes, including 30-foot buffer and a 50-foot setback from that wooded steep slope.
8. Provision of a pedestrian connection at the east development entry for the full extent of Vista View Drive to connect into the public park.
9. Provision of a safe pedestrian connection at Vista View Drive and Savanna Way for pedestrians to safely cross and gain access into the public park from neighboring areas, as determined by the Engineering and Public Works departments.

10. Provision of developer responsibility to remove any hazardous trees or limbs on site as determined by the Public Works Director, prior to issuance of a building permit.
11. Provision that screening on Savanna Way and County Road 44 will be provided in the form of landscaping and berming, and consistent with the screening on the east side of Savanna Way.
12. Provision of that the landscape plan be revised to show coniferous trees of at least 8-10 feet in height and deciduous trees of 4-inch caliper or more on the rears of Lots 5-7, Block 1.
13. Provision that adequate screening is provided along the edges of Highway 212 via berming, and landscaping.
14. Provision of a storm water management plan meeting City and Carver County WMO standards.
15. Provision to continue working with the Parks and Recreation Director on the program necessities of the public park.
16. Provision that parkland credit will not be given for the stormwater pond, wooded steep slopes, and wetland areas.
17. Provision to determine the amount of usable space being donated as parkland credit for staff to determine if there is additional parkland credit required and to be determined prior to approving the final plat at City Council.
18. Adherence with Section 9.28 Anti-Monotony and Design Requirements in the Zoning Ordinance for both the cottage and village lots.
19. Provision to adhere to MnDOT's memo (pgs 1-7) dated June 6, 2018.
20. Provision to dedicate right of way (ROW) for County Road 44 consistent with CSAH 44 corridor design.
21. Provision of wetland mitigation to be coordinated with the City Engineer.
22. Provision of review and approval of street names prior to recording of final plat, specifically changing the name of Edgewood Drive, Red Cedar Court, and Red Cedar Drive.
23. City Council approval of the purchase agreement for the excess 3.5-acre City parcel.
24. Provision of a temporary barricade at the end of all stub streets.

Motion carried.

7. Action Items:

7.A. Recommend Approval for the Preliminary Plat, Preliminary Site & Building Plan, and Rezoning for Ess Lot & Ernst Home Redevelopment/Talle & Associates Inc./PC #2019-13.

City Planner Liz Hanson presented the item to the Commission.

Commissioner Cross asked where the sign will be located.

City Planner Hanson showed the location of the sign and noted that they would have to maintain a setback of 10 feet.

Commissioner Cross stated that she realizes these are rental units and most apartment buildings have some type of sign out front, but noted that she really dislikes having a sign in front of this development.

City Planner Hanson explained that the sign is only allowed to be up to 12 square feet so it will not be very large.

Commissioner Sailer noted that the entrance has changed from what was presented at the concept plan. He asked about snow storage during the winter months.

City Planner Hanson showed the location that has been delineated for snow storage.

Commissioner Sailer asked if there was adequate drainage in place in this location to handle the snow melt.

City Planner Hanson asked the applicant to answer this question.

Commissioner Urbanski confirmed that the fire department had reviewed and approved of these plans.

City Planner Hanson stated that they had reviewed this and noted that they review every application that comes into the City to communicate any fire concerns or access points that need to be maintained.

Chairperson Dahlke confirmed that the HPC is fully behind this project.

City Planner Hanson stated that there have been quite a few changes to the overall look of the project after the concept plan was presented and the HPC is very happy with what has been proposed.

Chairperson Dahlke opened the public hearing for comment at 7:22 p.m.

Laura Russ, stated that she is the developer for the project and noted that they feel really good about where the project is and are excited to work on it with the City. She asked her architecture team to address the question about snow storage and snow melt with regarding to drainage. She noted that one of the other reasons the entrance was changed was because of concerns from the meat market regarding truck traffic.

Mark Burgess, U + B Architecture and Design, stated that there is surface drainage that happens into the rain garden snow storage area, but some is also taken up in a catch basin located in the area. He stated that it is a pretty tricky site in terms of grading.

There being no additional comments, Chairperson Dahlke closed the public hearing at 7:25 p.m.

Motion by Commissioner Bowe, second by Commissioner Sailer, to recommend to City Council approval Preliminary Plat, Preliminary Site & Building Plan, and Rezoning for Ess Lot & Ernst Home Redevelopment/Talle & Associates Inc./PC #2019-13, subject to the following conditions:

1. Approvals shall be based on the following graphic exhibits:
 - a. Project Narrative (pgs 1-7), prepared by Talle & Associates, dated May 20, 2019
 - b. Cover Sheet (G000), prepared by U+B Architecture & Design, Inc., dated May 29, 2019
 - c. Aerial Site Exhibit (G001), prepared by U+B Architecture & Design, Inc., dated May 29, 2019

- d. Alta Survey, prepared by Sunde Land Surveying, dated February 12, 2019
 - e. Demolition Plan (C100), prepared by U+B Architecture & Design, Inc., dated May 29, 2019
 - f. Paving & Dimension Plan (C200), prepared by U+B Architecture & Design, Inc., dated May 29, 2019
 - g. Grading and Erosion Control Plan (C300), prepared by U+B Architecture & Design, Inc., dated May 29, 2019
 - h. Utility Plan (C400), prepared by U+B Architecture & Design, Inc., dated May 29, 2019
 - i. Landscape Plan (L001), prepared by U+B Architecture & Design, Inc., dated May 29, 2019
 - j. Irrigation Plan (L002), prepared by U+B Architecture & Design, Inc., dated May 29, 2019
 - k. Architectural Site Plan (A001), prepared by U+B Architecture & Design, Inc., dated May 29, 2019
 - l. Sign Plan (A002), prepared by U+B Architecture & Design, Inc., dated May 29, 2019
 - m. Landscape Overlay Plan (A003), prepared by U+B Architecture & Design, Inc., dated May 29, 2019
 - n. Ernst House: Floor & Roof Plans (AE110), prepared by U+B Architecture & Design, Inc., dated May 29, 2019
 - o. Ernst House: Exterior Elevations (AE200), prepared by U+B Architecture & Design, Inc., dated May 29, 2019
 - p. Townhomes: Bsmnt & Roof Plans (AT110), prepared by U+B Architecture & Design, Inc., dated May 29, 2019
 - q. Townhomes: 1st & 2nd Flr Plans (AT111), prepared by U+B Architecture & Design, Inc., dated May 29, 2019
 - r. Townhomes: Exterior Elevations (AT200), prepared by U+B Architecture & Design, Inc., dated May 29, 2019
 - s. Carriage House: Fndn & Roof Plans (AC110), prepared by U+B Architecture & Design, Inc., dated May 29, 2019
 - t. Carriage House: 1st & 2nd Flr Plans (AC111), prepared by U+B Architecture & Design, Inc., dated May 29, 2019
 - u. Carriage House: Exterior Elevations (AC200 & AC201), prepared by U+B Architecture & Design, Inc., dated May 29, 2019
 - v. Trash Enclosure Details (A610), prepared by U+B Architecture & Design, Inc., dated May 29, 2019
 - w. Renderings (A700), prepared by U+B Architecture & Design, Inc., dated May 29, 2019
 - x. Photometric Plan (E001), prepared by U+B Architecture & Design, Inc., dated May 29, 2019
 - y. Preliminary Plat (pgs 1-2)
2. Provision that modular face brick is used for all brick applications.
 3. Provision that mechanical equipment will be fully screened from view.
 4. Provision that 4'x4' brick mockups for all Chaska brick blends are provided on site and reviewed and approved by the Planning Department prior to application.
 5. Compliance with applicable zoning requirements, in particular Chapter 9 (Special Regulations).
 6. Provision that building code is adhered to for all buildings in terms of fire rating, etc.
 7. Provision that the identification sign cannot exceed twelve square feet in area, cannot exceed six feet in height, minimum setback of ten feet from property lines, and be illuminated by external light source of up-lighting or halo illumination, and be designed to meet Chaska's downtown sign design guidelines.
 8. Provision that parking lot entrance on alleyway is at least 24 feet in width.
 9. Provision of a vehicle turning radius exhibit at the parking lot's entrance and alleyway to be submitted at final submittal.
 10. Coordination with City staff on the paseo concept and the project's parking lot entrance and west edge design.
 11. Coordination with Electric Department on servicing electric utilities to and on the site.
 12. Provision to comply with SHPO requirements, if any.

Motion carried.

Motion by Commissioner Cross, seconded by Commissioner Lacey, to recommend approval of the rezoning of Lot 1, Block 1, Ernst Home Apartments, and Lot 2, Block 1, Ernst Home Apartments to Planned Residential District (PRD-74).

Motion carried.

7.B. Recommend Approval of the Conditional Use Permit Amendment for an additional gravel parking lot at Bavaria Downs/A'Bulae/PC #2019-12

City Planner Hanson presented item to the Commission.

Commissioner Cross stated that she had questions, but they were for the applicant.

Chairperson Dahlke asked what she meant by 85 trees would be affected.

City Planner Hanson noted that that meant that there will be 85 trees removed.

Ben Wickstrom, 14525 Highway 7, Minnetonka, stated that he was representing the applicant and could answer any questions from the Commission.

Commissioner Cross stated that she really wants this to be a success because that property was empty and deteriorating for a long time. She stated that the aerial photographs are from a long time ago and not current. She noted that she has having trouble trying to figure out where everything is located, so she went to the site yesterday and saw some things that bothered her. She stated that the drain field is in the woods which she does not think is efficient and the parking lot will be very close to it. She noted that on the list of trees that have designations of saved or not saved, some of the trees listed as saved are damaged trees. She stated that if there will be people walking in that area, there should not be any damaged or leaning trees in the area. She stated that she has had experience with parking in areas that do not have stripes, people tend to park "higgly-piggly" and suggested it will work best if there are parkers or people directing people to the right spot. She stated that in her opinion, a few more trees will need to come down and they should make sure they use a lumber man because they are beautiful trees that should be used and not wasted. She asked about the location of the bollards.

City Planner Hanson stated that they are lined up adjacent to the front of the home.

Commissioner Cross stated that when she was on site, she was disappointed to see the climate-controlled tent-like structure for dinner and entertainment was not really a tent-like structure. She stated that she is glad the pool is gone and reiterated that she would like the project to succeed.

Mr. Wickstrom stated that there are more small trees and underbrush present that were not included on the tree survey as significant trees. He stated that in the walking area, he does not think there will be room to leave any of the trees, so the concerns Commissioner Cross has regarding the trees should not apply. He stated that the location of the drain field is thinner with trees than other areas on the site. He stated that they could ask their engineer to take a

look at a different shape or location but feels expansion is the best route. He explained that they had tried for a tent-like structure, but with building code requirements it became a permanent structure. He stated that this will be a 170-stall parking lot and their historical data will show that there are very few weddings that meet full capacity at the venue. He stated that for the larger events where they do expect to utilize the full parking area, there will be people direct the parking and may even use valet parking. He stated that most weddings will utilize 50% to 75% capacity of the lot.

Commissioner Brass asked if the concrete islands will be in place because it will help define the parking area. He stated that he is in favor of the gravel parking area, but noted that additional landscaping may help more clearly define the parking area also.

Mr. Wickstrom stated that the existing parking lot near the barn has ropes that give definition to the rows for parking.

Commissioner Brass asked if Commissioner Cross, for better utilization of the drain field, wanted to clear more of the trees in the area.

Commissioner Cross stated that there needs to be a functioning drain field and usually drain fields within woods do not function well. She explained that this may mean additional trees need to come down so this drain field works.

Commissioner Bowe asked when the barn structure would be open.

Mr. Wickstrom stated that the original plan was to start construction this year and be able to hold weddings there next year but he is not sure if that is still the plan.

Chairperson Dahlke opened the public hearing for comment at 7:53 p.m. Being there was no public comment, he closed the public hearing.

Motion by Commissioner Brass, second by Commissioner Bowe, to recommend to City Council approval of the amendment to the original Conditional Use Permit (Res. No. 2017-96) for an additional gravel parking lot at Bavaria Downs, 3919 Bavaria Road (PC#2019-12), subject to the following conditions:

1. Approvals shall be based on the following graphic exhibits:
 - a. Project Narrative (pgs 1-3), prepared by Tim George, dated May 9, 2019
 - b. Cover Sheet, prepared by Campion Engineering Services, Inc., dated May 29, 2019
 - c. Existing Conditions Plan, prepared by Campion Engineering Services, Inc., dated May 29, 2019
 - d. Site Plan, prepared by Campion Engineering Services, Inc., dated May 29, 2019
 - e. Grading & Drainage Plan, prepared by Campion Engineering Services, Inc., dated May 29, 2019
 - f. Storm Water Pollution Prevention Plan, prepared by Campion Engineering Services, Inc., dated May 29, 2019
 - g. Tree Inventory/Preservation Plan, prepared by Campion Engineering Services, Inc., dated May 29, 2019
 - h. Photometric Plan, prepared by City View Electric, Inc., dated June 4, 2019.

2. Provision of a revised landscape plan to incorporate additional trees/plantings on the east edge of the parking lot/stormwater ponding area that abuts the gravel driveway to be approved by the Planning Department.
3. Provision of a storm water management plan meeting City and Carver County WMO standards.
4. Provision to update stormwater management plan and wetland impact study done with original CUP and be approved by regulatory agencies.
5. Provision to use full cut off light fixtures in the new parking lot.
6. No parking associated with Bavaria Downs, or associated events, may occur on Bavaria Road, 86th Street West, or any other adjacent public Right-of-Way.
7. Provision to incorporate sidewalks or pedestrian connections from parking lot to house venue as shown on the plans.
8. Coordination with the Electric Department on any impacts to the existing underground electric system.
9. Compliance with 14.7.4 'Standards for Granting Conditional Use Permits' of the Zoning Ordinance.
10. Compliance with Section 9 of the Zoning Ordinance.

Motion carried.

7.C. Recommend Approval of the Concept Plan for Shepherd of the Hill Twin Home Development/Habitat for Humanity/PC #2019-14.

City Planner Liz Hanson presented item to the Commission.

Commissioner Sailer stated that he thought he saw something in the packet that said the entrance to the church that is currently off of Angler, may change in the future to be off of Crest and asked if the City supported that.

City Planner Hanson stated that will be dictated by the County.

Commissioner Brass asked if Angler would be widened in this area.

Kevin Ringwald, Community Development Director, stated that they are currently conducting the studies. He explained that the City just wanted to make sure that if a different access point was needed for the church that nothing would preclude it and stop it from happening.

Chairperson Dahlke asked if these will be market rate homes even though they are Habitat for Humanity homes.

City Planner Hanson stated that she thinks the plan is to market them at a fair market rate, but noted that she is not sure how defined that is at this point.

Commissioner Brass asked if they are new units that will be for sale and not rentals, and if they will they be subsidized housing.

City Planner Hanson stated that the units will be for sale, but was unsure about subsidies.

Commissioner Brass asked if the church would be donating the land so the sale price can be made lower in order to attract buyers for affordable housing.

City Planner Hanson stated that she will have the applicant answer those types of questions.

Chad Dipman, Land Acquisition Manager for Twin Cities Habitat for Humanity, stated that they have been looking at possible site plans for about two years and found a way to comply with existing zoning requirements while maximizing the number of units they can fit on the site. He stated that they are paying for the land, but the church has discounted the price for them. He stated that they are partnering with the Carver County community development agency called Community Land Trust. He explained that the properties are appraised and sold at fair market value, but are subsidized. He noted that the Community Land Trust would be a portion of the subsidy as well as a portion coming from Habitat for Humanity. He explained that there may also be a portion subsidized through some Federal home loan bank subsidies. He stated that they generally serve families in the 30%-80% median income levels. He noted that for a family of four in this area, that would be about \$28,000 to \$52,000.

Commissioner Brass asked if Habitat for Humanity acted as the financier for this type of project.

Mr. Dipman stated that they serve as developer, builder, lender, and realtor. He explained that through the partnership with the Community Land Trust, the homes will be marketed to their participants to get them sold.

Commissioner Lacey asked if the homes would only be available to participants in either Habitat for Humanity or the Community Land Trust.

Mr. Dipman stated that this was correct and they will not just take unsolicited offers to purchase the homes. He stated that they are only short-term lenders because they turn around and sell the mortgages. He stated that there are educational components as well as necessary sweat equity of 100 hours on site required in order to purchase the homes.

Chair Dahlke asked for the value of the units.

Mr. Dipman stated that they are estimating a value of about \$275,000 for each site.

Commissioner Cross asked if Habitat for Humanity had constructed twin homes before.

Mr. Dipman stated that they have constructed twin homes in the past.

Commissioner Cross stated that she has worked Habitat for Humanity sites with potential owners and there is a wide variety of owners. She stated that she understands that they have to put the sweat equity in and are usually good workers, however, sometimes in the family they have one worker bee and others in the family do not care as much and will not have pride in ownership. She stated that she worked on homes in Clover Ridge. She stated that her criticism is that she thinks there should be some follow up by Habitat for Humanity, even though there is a mortgage in place. She stated that she thinks there needs to be more education for the

whole family. She shared examples of homes she worked on where there has not been pride in the work. She stated that she loves Habitat for Humanity and has worked on projects with them for years, but is concerned about potential conflicts between the twin homes, for example, if one has pride in ownership and the other does not.

Mr. Dipman stated that there is a shared wall agreement that governs the maintenance and repair of the exterior of the units. He stated that they are educated as to what that means. Commissioner Brass asked if there would be a homeowner's association.

Mr. Dipman stated that there would not be an association, just the shared wall agreement.

Commissioner Brass asked who enforced the agreement.

Mr. Dipman explained that the owners would enforce the agreement themselves.

Commissioner Brass stated that he would feel more comfortable if there was some oversight and it wasn't just being enforced by the individuals. He stated that he can foresee one side caring and one side not caring. He suggested that there be some provision that Habitat for Humanity could step into that role and provide some oversight and render a decision in disputes of that nature.

Commissioner Lacey stated that this cluster of twin homes is like a development because there are common shared interests for the entire cluster with regard to access.

Mr. Dipman stated that the access will be a cul-de-sac that is a public road and noted that there is not common area proposed as well as no statutory requirement for a homeowner's association or a planned unit plat. He stated that they are trying to avoid those and noted that having an association would trigger the need for a management company which is an extra cost. He stated that they do their best to educate people as to what their responsibilities are in a shared wall agreement and hesitates to say that Habitat would step in and provide oversight. He said that they do sometimes get questions from new owners about how to resolve some of these issues and they are happy to take those calls and provide assistance when possible. He explained that the other layer to those development is the Community Land Trust, which will have involvement and may even have a closer relationship with the homeowners after the home is sold than Habitat for Humanity does.

Chairperson Dahlke asked if most of the home buyers would be first time home buyers.

Mr. Dipman stated that all of them are first time home buyers and many are immigrants and have not grown up in American style housing.

Chairperson Dahlke stated that he hopes part of the education is what it means to be a neighbor because what they do will not just affect the other twin home units, but the other homes, schools and businesses in the area.

Mr. Dipman noted that one of their education classes is actually called, "How to be a Good Neighbor". He stated that Shepherd of the Hill is a proponent of affordable housing and wants

this development, so he anticipates them being involved from a neighborhood support perspective.

Commissioner Urbanski asked if there is education after the closing.

Mr. Dipman stated that it is not a requirement, but there is the opportunity to participate in ongoing family training sessions, but reiterated that they are not the landlord and are there to help, not impose their will.

Commissioner Brass asked about the selection process.

Mr. Dipman stated that he wanted to go on record saying that the item before the Planning Commission is zoning and site plan review and this discussion has veered off into territory that may not be relevant to that purview. He explained the selection process and noted that since they are a regulated lender that must adhere to the fair housing rules. He stated that they market the homes to people who are mortgage ready, which means they go into the pool and receive property letters and the families choose the homes. He noted that the letters are only sent to potential buyers that can afford 50% of the fair market value for the homes.

Commissioner Brass stated that in looking at the renderings, he would suggest installing windows in the garage areas of the ranch style, single level home to bring the look of more windows on the front of the homes.

Commissioner Urbanski stated that similar to Commissioner Brass's comment the back side of the homes are 84 feet wide and are flat. He suggested some type of 4-sided architectural features so there are a few bump outs or something to break up the look and make it more visually appealing.

Commissioner Olson expressed concern about the grouping of the housing and the size of the cul-de-sac. He stated that it appears as though there is only 1 parking spot outside of the driveways and asked how that would be addressed.

Mr. Dipman explained that they are 2 car garages with a 30-foot setback from the lot line to the garage door, so, in essence, each home has 4 parking stalls. He noted that parking is allowed along Crest Drive.

Chairperson Dahlke noted that this is not an official public hearing but stated that they welcome input from the audience.

Brian Hagelstrom, 1498 Crest Drive, stated that he had questions regarding drainage. He showed his home location in relation to the property and noted that it drains through his yard and 1480 Scenicview. He explained that it is a problem after heavy rains as well as in the winter with the snow dams and what he calls "Lake Hagelstrom" that shows up every spring. He stated that it appears as though the water will still drain to his yard. He showed the Commission a picture of his yard from this spring that shows he has to carve a channel to allow it to drain.

Commissioner Brass asked City Planner Hanson if there would be drain tile or some other scenario to address the drainage issue.

City Planner Hanson noted that at the concept plan level the City does not have the details on the drainage plans but this will be addressed during the preliminary plan process.

Commissioner Brass explained to Mr. Hagelstrom that if this development moves forward, he may get a resolution to the drainage problems he has had.

Dwight Hemme, 1547 Crest Drive, stated that his concern is that they moved here 19 years ago and bought property in an area that had single-family residential homes and this plan substantially changes that. He stated that he understands it meets the requirements for R1 zoning, but the CUP for duplexes will substantially change the dynamic of the neighborhood. He stated that they share a lot of the same concerns that Commissioner Cross spoke about. He explained that they would prefer single-family residential homes be built because it will be consistent with the neighborhood. He stated that the proposed buildings are very wide and they will be looking at the back side of the homes. He reminded the Commission that he was here on behalf of a group of people in his neighborhood because they were unable to attend. He stated that he does not know of anyone in their neighborhood that is in favor of this plan.

Commissioner Brass asked what this parcel is guided for within the Comprehensive Plan.

City Planner Hanson stated that it is guided for low density residential.

Dan Johnson, 1512 Crest Drive, stated that twin homes are not common in the immediate neighborhood and agrees that it is mostly single-family homes in the area.

Audrey Hemme, 1547 Crest Drive, stated that her concern with the duplexes are the number of children that it will bring into the neighborhood. She stated that at the informational meeting in February, her understanding was that there will be a requirement for a certain number of children per unit and cannot just be one couple that purchases this home.

Mr. Dipman stated that there is not a requirement for a particular number of children, but there would be a limit. He noted that, for example, they would not put more than 2 people in a bedroom, which limits the total occupants to 8 people per unit. He stated that a smaller 2-person household is less likely to qualify for this size home.

Ms. Hemme stated that her fear is that Crest Drive will become a playground for bikes and skateboards with the potential number of children that would be coming into the neighborhood. She stated that it will only be worse if there are also overflow cars parking along Crest Drive and will not be safe. She stated that this proposal also brings a lot of additional cars to their neighborhood. She would like to see this remain as single-family residential zoning.

Mr. Hemme stated that to piggy back on those concerns, he would like to add that those children will eventually become teenagers. He expressed concern about the additional cars and parking difficulties this could bring once those teenagers are also driving and reiterated that he thinks it is too many families in too small of an area.

Commissioner Bowe asked if there were sidewalks on Crest Drive.

City Planner Hanson stated that there are not sidewalks on either side of Crest Drive.

Commissioner Bowe stated that she will be very interested to see the drainage plan come back during the preliminary plan process. She noted that she would also like to see a traffic study be conducted.

Commissioner Brass agreed that he would like to see a traffic study.

Commissioner Bowe stated that many of the concerns apply to any type of development and noted that everyone is concerned about homeowners taking care of their properties.

Chairperson Dahlke noted that a traffic study was not listed as one of the conditions and asked if this triggered an automatic traffic study.

City Planner Hanson stated that it is not an automatic part of the process and would need to be requested.

Commissioner Cross asked if Habitat for Humanity had looked at a different version for this property that was not twin homes.

Mr. Dipman stated that they looked at a variety of site plans such as lots lining up with Crest Drive. He stated that the church guided them away from that option because they want more of their property to go towards the housing development and eliminate maintenance on their own property. He stated that these are large lots and are not highly dense. He stated that there is a nearby park, community center and the church where the kids can play. He stated that he understands the desire for kids to play on streets, but parked cars along the street will slow traffic. He stated that he has not completed a traffic study.

Commissioner Bowe stated that it may not be an official traffic study, but more of a plan to address what will happen because there is no clear path for the families that will walk up Crest Drive and cross Angler to go to school or the community center.

Mr. Hagelstrom stated that the kids in the neighborhood live too close so they get bused to Carver Elementary and Pioneer Ridge and do not actually attend the school that is across the street.

Commissioner Brass stated that he understands the neighbor's concerns, but this is allowed in the current zoning.

Commissioner Urbanski stated that he feels there may be additional room for snow storage or additional guest parking and asked if there had been any thought to do that.

City Planner Hanson explained that this will be a public street, so they cannot start designated parking spots for guests in the area.

Mr. Hemme stated that regarding snow removal, the church lot has always been problematic for deep snow drifts in the winter along Crest Drive.

Chairperson Dahlke reminded everyone that this is only at the concept stage.

Motion by Commissioner Olson, second by Commissioner Cross, to recommend to City Council approval the Concept Plan for Shepherd of the Hill Twin Home Development/Habitat for Humanity (PC#2019-14), subject to the following conditions:

1. Approvals shall be based on the following graphic exhibits:
 - a. Twin Home Development Proposal (pgs 1-34), prepared by Habitat for Humanity
 - b. Project Location & Sheet Index (G-01), prepared by BARR Engineering Co., dated April 4, 2019
 - c. Existing Conditions and Survey (C-01), prepared by BARR Engineering Co., dated April 4, 2019
 - d. Site Plan (C-03), prepared by BARR Engineering Co., dated April 4, 2019
 - e. Grading Plan (C-04), prepared by BARR Engineering Co., dated April 4, 2019
 - f. One-Story House Rendering & Floor Plan, prepared by Habitat for Humanity
 - g. Two-Story House Rendering & Floor Plan, prepared by Habitat for Humanity
2. Provision of a 60 feet Right of Way width for all local streets.
3. Adherence to the City's Boulevard Tree Policy and local street section design.
4. Provision that an easterly parking lot access is available on Crest Drive for the Church site.
5. Adherence to the following building setbacks:
 - a. Front: 30 feet
 - b. Rear: 30 feet
 - c. Side: 10 feet house/ 7 feet garage
 - d. Side (corner): 15 feet
6. Prior to final plat approval, developer shall enter into an agreement with the City for the provision of necessary infrastructure and associated development costs.
7. Provision of a storm water management plan meeting City and Carver County WMO standards.
8. Conditional Use Permit is obtained for the duplex use.
9. A traffic study be conducted

Motion carried.

8.Other Business

8.A. Receive Other Meeting Minutes

8.a.i. Receive the Minutes of the May 06, 2019 City Council Meeting.

Commissioner Cross

- No update

Commissioner Sailer

- No update

Commissioner Brass

- Starbucks and Chipotle have recently opened.

Commissioner Bowe

- Noted that the Dunkin site seems to be the longest construction site
- Asked when the "Hawk" crossing would be repaired.

Community Development Director Ringwald stated that he is not sure because the part they are trying to find is very specialized.

Commissioner Lacey

- Stated that on June 15, 2019 from 10:00 a.m. to 2:00 p.m. there will be a free public fishing event called Fishing with Friends at Lake Minnewashta

Commissioner Olson

- No update

Commissioner Urbanski

- No update

Chair Dahlke

- The concert in the park series started tonight and encouraged people to attend. He thanked the staff for their hard work to bring these types of events to the City.
- Noted that by Chaska Commons on Highway 41 and Pioneer it has been dug up for quite a while and there are large pieces of plywood sitting there and asked staff to check and see what is happening in that area.

Community Development Director Ringwald

- June 17, 2019 4:30 to 7:00 p.m. is the Open Meeting Law workshop with the League of Minnesota Cities at the fire station.
- Through this week, anyone can come in to City Hall and get 2 free tickets to the KPMG Women's PGA Championship event. He noted that each ticket allows the holder to bring 4 children under the age of 17.

City Planner Hanson

- Noted that as of right now, there will not be a July Planning Commission meeting

9. Adjourn

Motion by Commissioner Sailer, second by Commissioner Brass to adjourn the meeting at 9:01 pm.

Motion carried.

**CHASKA PLANNING COMMISSION
MINUTES
AUGUST 14th, 2019**

1. Call to Order

Chair Dahlke called the meeting to order at 7:00 pm.

2. Roll Call

Roll call was taken. Members present: Commissioners Bowe, Cross, Dahlke, Pfeiffer, Urbanski, Sailer, Lacey, Brass, Olson

Members absent:

Also present: Liz Hanson, City Planner.

3. Adopt the Agenda

Motion by Commissioner Pfeiffer, second by Commissioner Cross, to adopt the agenda as presented.

Motion carried.

4. Visitor Presentation - None

5. Minutes

Motion by Commissioner Lacey, second by Commissioner Sailer to approve the minutes of the June 12, 2019, Planning Commission meeting.

Motion carried.

6. Consent Items -None

7.A. Approve the Final Site & Building Plan for American Flexible Products at 124 Peavey Circle/R J Ryan/PC# 2019-16

City Planner Liz Hanson presented the item to the Commission.

Commissioner Pfeiffer stated that her issue is not with the site plan, but with the City's process for approval of this type of request. She stated that it is coming before the Planning Commission for final approval and truly all they have seen prior to this is a shape. She read aloud from the Request for Approval that was written by the City in 1998 that stated an addition over 9,600 sq. ft. would have to go through the full application process again. She stated that she is not opposed to their plans, but feels that the City needs to follow the correct process with a Concept Plan, a Preliminary Plan and then a Final Plan. She reiterated that this is not about this particular case but noted that this is the second time that something has been approved in similar circumstances. She stated that she does not want to set a precedent for not following the full process.

City Planner Hanson stated that if other Commissions share Commissioner Pfeiffer's concern, the Planning Commission should discuss it in more detail.

Commissioner Brass stated that he agrees with Commissioner Pfeiffer's concerns. He noted that he wouldn't apply it to this case, but moving forward he would like to see these types of projects go through the full process.

Chair Dahlke stated that he believes this would be a worthwhile topic for a workshop discussion.

Commissioner Brass asked if there was a new loading area and whether it was flush with the building.

City Planner Hanson stated that it is an exterior dock and is not enclosed.

Commissioner Brass asked if there was a fire lane or somewhere to drive around the building.

City Planner Hanson stated that this has been looked at and it was concluded that they did not need a full turn around and what is out there now is adequate for their vehicles.

Commissioner Pfeiffer noted that there will be additional height on the building and asked if there would be additional tree coverage.

City Planner Hanson stated that they will be adding plantings on the edge of the property on the Highway 41 side of the building. She stated that the trees will not cover the entire building but the mechanical units will be screened.

Commissioner Sailer asked if the State had given any inkling as to what they are planning to do to Highway 41. He expressed concern that the future plan for Highway 41 may include an expansion and would mean taking down all the trees that they are planting.

City Planner Hanson stated that she had not heard anything from the State that indicated that they will be widening that roadway in that stretch of the road.

Commissioner Cross stated that the State is planning a roundabout further up Highway 41 at Lyman and possibly at 82nd. She noted that all sides of the arboretum are currently under a traffic study. She stated that her opinion is that Highway 41 will not be expanded in this area.

City Planner Hanson stated that she agreed, but there is always the potential for things to change.

Jeremy Thomas, RJ Ryan Construction, introduced himself and stated that he is happy to answer any questions the Commission may have.

Chair Dahlke stated that he drives in this area frequently and feels that American Flexible Products does a good job of keeping their existing public view well kept and in good shape and assumes they will do the same with their addition.

Commissioner Cross stated that her only minor concern is regarding the grading that they will have to do near the railroad track. She stated that she hopes the trees they are planning will hold the embankment.

Motion by Commissioner Cross, second by Commissioner Brass, to recommend to City Council approval of a Final Site & Building Plan for American Flexible Products at 124 Peavy Circle (PC #2019-16); subject to the following conditions:

1. Approvals shall be based on the following graphic exhibits:
 - a. ALTA Survey (pg V1.0), submitted by Civil Site Group, dated June 20, 2019
 - b. Removals Plan (pg C1.0), submitted by Civil Site Group, dated June 28, 2019
 - c. Site Plan (pg C2.0), submitted by Civil Site Group, dated June 28, 2019 and revised July 16, 2019
 - d. Grading Plan (pg C3.0), submitted by Civil Site Group, dated June 28, 2019
 - e. Utility Plan (pg C4.0), submitted by Civil Site Group, dated June 28, 2019 and revised July 16, 2019
 - f. Overall Utility Plan (pg C4.1), submitted by Civil Site Group, dated June 28, 2019 and revised July 16, 2019
 - g. Civil Details (pg C5.0 and C5.1)), submitted by Civil Site Group, dated June 28, 2019
 - h. SWPPP – Existing Conditions (pg SW1.0), submitted by Civil Site Group, dated June 28, 2019
 - i. SWPPP – Proposed Conditions (pg SW1.1), submitted by Civil Site Group, dated June 28, 2019
 - j. SWPPP – Details (pg SW1.2), submitted by Civil Site Group, dated June 28, 2019
 - k. SWPPP – Narrative (pg SW1.3), submitted by Civil Site Group, dated June 28, 2019
 - l. SWPPP – Attachments (pg SW1.4 and SW1.5), submitted by Civil Site Group, dated June 28, 2019
 - m. Site Plan (pg A1), submitted by Lampert Architects, dated June 24, 2019
 - n. Floor Plan (pgs A2 and A2.1), submitted by Lampert Architects, dated July 10, 2019
 - o. Building Elevations (pg A3), submitted by Lampert Architects, dated June 4, 2019
 - p. Landscape Plan (pg L1), dated June 24, 2019
 - q. Schematic Lighting Plan (pg L2), dated June 24, 2019
 - r. Mirada Wall Sconce (pgs 1-3)
2. Provision that all mechanical equipment will be fully screened from view.
3. Coordination with the City Engineer for the provision of public utilities to the site.
4. Provision of a storm water management plan meeting City and Carver County WMO standards.
5. Compliance with applicable zoning requirements, Chapter 9 (General Requirements).
6. Provision to submit Utility and Site Plan As-Builts prior to issuing a certificate of occupancy.
7. Provision that the building will be fire sprinkled.
8. Provision to coordinate with the Electric Department on the service needs for the site and building.
9. Provision that wall pack lighting cannot exceed 18 feet in height.
10. Provision to coordinate with the City Engineer on drainage for the site.
11. Provision that a utility easement is executed over Lot 3, Block 1 Peavey Industrial 2nd Addition for the connection to the stormwater pond in Outlot B prior to issuance of a building permit.

12. Provision of parking planting islands with trees be installed at time of additional parking being constructed and to occupy at least 10% of the total parking lot.

Motion carried.

8. Other Business

8.A. Receive Other Meeting Minutes

8. A.i Receive the Minutes of the May 20, June 3rd, June 17th, July 1st, and July 15th 2019 City Council Meetings.
8. A. ii Receive the Draft Minutes of the July 1, 2019 EDA Meeting.
8. A. iii Receive the Minutes of the June 10th and July 8th 2019 Park Board.

Commissioner Cross

- Noted that a property that used to belong to the University on 82nd Street will become a tax income property at the end of the month for a single-family home.

Commissioner Olson

- Stated that River City Days was a success and thinks fun was had by all.

Commissioner Bowe

- Stated that she was excited that construction on County Road 44 is underway.

Commissioner Pfeiffer

- Shared her excitement about the Star Tribune article on Carver County.

Commissioner Dahlke

- Thanked Flags and Honor for their car show last Saturday that raised money for veterans in need.

Commissioner Sailer

- Stated that a lot of people on the hill of Big Woods Boulevard won't have water on Saturday.

Commissioner Lacey

- Enjoyed River City Days and thinks the City is a bright spot in the West Metro area

Commissioner Brass

- Asked about the construction on Pioneer Trail outside of Jonathan Elementary.

Commissioner Urbanski

- The Minneapolis Association of Realtors will hold a housing symposium at the end of September and the speaker will be Paul Finton who is a national expert on walkability. He stated that if the Commission was interested in attending just let him know and he will get invitations for them.

9. Adjourn

Motion by Commissioner Lacey, second by Commissioner Pfeiffer to adjourn the meeting at 7:34 pm.

Motion carried.

Last Month's Activities:

Recreation Programming/Community Events:

- Oktoberfest was a huge success! Beautiful fall day with a lot of people at Schram Haus, Second Street and Guardian Angels. Wonderful community event!
- Cycle Chaska- Sunday, September 29th 11am-2pm. Unfortunately, the weather was rainy and cold. Surprisingly, 20 die-hard bicyclists attended. 17 did the family ride (3/4 of the Orange Loop) to Lion's Park and back and 3 did the 18-mile road ride with Bob Lincoln. It misted the entire time, so the post-ride party was unfortunately cancelled. The organizing group recapped the event and hope to offer additional bicycle events this Spring/Summer! Special thanks to Michael's Cycles, Chaska Mtn. Bike Team and Carver County Public Health for coming out to this event and our water stop sponsor Chaska Family Dental.
- Preschool Flag Football started September 7th. We have 17 first timers giving football a shot!
- Volleyball leagues got underway in September. There are 18 total teams between Co-Rec League and Women's League.
- Bean Bag League has 12 teams playing this fall. Weather has made playing this beloved outdoor game, outdoors!
- The Chaska Parks and Recreation Department has a new electronic news piece! Information regarding services, programs and events is being sent monthly to CCC members and those who have signed up to receive this news. Not receiving this? [Sign up here.](#)
- Approximately 10 participants from the Magnifying Abilities program have been coming to Adaptive Gym one Friday per month. The group attended on October 4th and are scheduled to come again on November 8th. Magnifying Abilities provides recreational programming for adults with disabilities.
- Our AOA fitness programming moved outside for a Fall Poker Walk at Firemen's Park on Wednesday, September 4. A beautiful morning as over 50 AOA's participated in this morning of fitness, fellowship, and fun!
- The Lodge in partnership with the Chanhassen Senior Center traveled to Ames, Iowa area for their annual overnight adventure. The September 25-26 outing included a visit to Reiman Gardens on the Iowa State University Campus, a scenic train ride and dinner in Boone, and a unique ride on the historical 100-year-old carousel in Story City.
- The Lodge celebrated Active Aging Week, September 30-October 4. We went WILD as we encouraged our Active Older Adults to participate in a variety of Safari-themed programs including card and pool tournaments, special fitness events, a sub sandwich lunch, and health workshops. Over 350 different individuals participated in our offerings.

Chaska Community Center:

- Rookie sports started in September with T Ball and now have moved on to Soccer. 27 kids joined for America's Great Pastime and now 49 kids have joined in on the Soccer fun!
- Gymnastics hit the ground running in September with over 70 kids registered for the first session.
- National Champion Rachael Kroog was back to teach 8 new enthusiast the game of pickleball!

- Pickleball Ladder League began October 1st with 9 excited players. Some new, some returning, but all there for the love of the game!

Chaska Curling & Event Center:

- League registration for winter 1 season (Oct-Dec). 231 teams. 920 games scheduled over 15 leagues.
- Heavy corporate curling volume
- Mixed Nationals logo finalized and initial conference/planning session w/USCA getting set up.
- Junior curling registration- at max capacity for Saturday juniors (over 50 kids)
- New Tai Chi for Curling program launched- 8 participants
- 288 Minnetonka H.S. students learned to curl Sept 17-19 in year two of VANTAGE program joining us

Art Gallery:

Artist Tammy Hakanson: September

Tammy is a local Chanhassen Minnesota resident of 20 years, mother of two, Civil Engineer by training, Teacher by passion and Artist for peace of mind. She and her family enjoy travel, long road trips, natural wonders and camping in the great wide open. Most of her paintings are inspired by photographs taken while traveling. Her preferred mediums are acrylic and watercolors, though she is dabbling in pencil sketches. Her work is exhibited locally and in the Seattle area, where she travels often. She also has completed several commissioned pieces. Visit her website to view more of her work.

tammyhakanson.wixsite.com/lineandspace

tammyhakanson@gmail.com for more info

Parks & Trails:

- A trial of parkrun was held on Saturday, Sep. 7th. 50+ people participated. Volunteers are still needed to implement this free weekly timed 5K on an on-going basis.

Next Month's Highlights:

Recreation Programming/Community Events:

- Trail of Fun: Friday, October 18th 5:00-8:30pm at Athletic Park. \$1/person. Pay at the gate, cash only please. Climb aboard the hayride as we wander down the Minnesota River Bluff regional trail. Along the way you will be surrounded by jack-o-lanterns carved by our community. Join us for s'mores, pumpkin archery, Kidsdance DJ, bounce house, Home Depot kids' workshop, games and food available for purchase by The Weenie Wagon!
- Pumpkin Carving contest: Park and Rec is hosting a pumpkin carving contest to display pumpkins carved by our community at Trail of Fun (Flyer attached). We would love for Park Board to carve a few!
- Pee Wee basketball starts October 26th. We're excited to work with parent volunteer coaches to teach these youngsters the basic and fundamentals of the game.
- NEW Adaptive Program Offerings: Fantastic Fridays. October 25: Pizza and Dance Party, November 22: Power Soccer Demo, December 20: Holiday Gift Making. 6:00-7:30pm. Chaska Community Center.
- Halloween Live: Saturday, October 26 4:00-6:00pm at the Chaska Community Center. Spooky Crafts, Ghostly Games, DJ Dance. For a Small Fee; Cookie Decorating, Haunted House and Pop Walk

- Halloween isn't just one day or one event at The Lodge. We will host a Halloween Spud Bar, a special day of AOA Pumpkin Carving for the Trail of Fun displays, a Trick or Treat Workout, and finally, a Halloween Party!!
- The Parks and Recreation Team is currently working hard on developing and finalizing programs and events for the Winter/Spring 2020 activities guide with the plan of it being mailed around November 20.

Chaska Community Center:

- 3-on-3 Men's Basketball League begins October 27th.
- Remodeling fitness space across from the locker rooms. Removing current equipment and converting to functional fitness area with new rubber flooring and new carpeting throughout lower level area.

Chaska Curling & Event Center:

- Winter leagues begin
- Heavy corporate curling volume continues
- SubZero Curling (H.S. program) launches. 11 kids, 8 for varsity, 3 for JV.

Art Gallery:

Artist Paul Hemstock: October

Paul Hemstock is a Chaska-based fine art landscape photographer. His work has been featured at a variety of locations in the area and is focused on landscapes of the US and across the world.

Parks & Trails:

- Working with Lion's Club to remodel/reconstruct the park shelter building near the baseball fields at Lion's Park

The background is a vibrant orange and yellow gradient, decorated with various Halloween motifs. There are several carved jack-o'-lanterns with different faces, some hanging from vines. Small black bats are scattered throughout the scene. An owl is perched on a branch on the left side. The overall theme is festive and spooky.

Jack-O-Lantern Trail of Fun

Friday October 18

5:00-8:30PM CHASKA ATHLETIC PARK

**Climb aboard the HAY RIDE as we wander
down the Minnesota River Bluff regional trail.**

**Along the way you will be surrounded by
JACK-O-LANTERNS carved by our community.**

**Join us for s'mores, pumpkin archery,
Kidsdance DJ, Home Depot kids workshop,
games and food available for purchase by**

The Weenie Wagon!

\$1/person. Pay at the gate, cash only

Trail of Fun

Pumpkin Carving Contest

Pumpkins Due: Thursday, October 17th for the event on Friday, October 18th.

Be a part of the "heart and soul" of this annual Halloween event. Gather your neighbors, friends, family, organization or business to carve pumpkins for the Trail of Fun! Judges will award prizes for best in show. Use this as a fun company or organization activity. Businesses or organizations that submit five or more pumpkins will have their name and logo next to their pumpkins at the event.

Pumpkin Carving Entry form:

Business/Organization/Individual Name: _____
Contact Name: _____ Phone: _____
Email Address: _____
Address: _____ City: _____
of Pumpkins: _____

Please register your pumpkins either by bringing this form in with your pumpkins OR register online at www.chaskacommunitycenter.com

For businesses and organizations that bring 5 or more pumpkins, a small sign with logo will be displayed. Pumpkins will not be returned after event. Pumpkins need to be dropped off at the Chaska Community Center on Thursday, October 17th from 12-7pm.
Questions? Call Tessa at 952-227-7742 or tsyverson@chaskamn.com