

**Chaska Park Board  
Meeting Minutes  
September 15th, 2020  
Event Center and Zoom**

**1. Call to Order**

The September 15th meeting of the Chaska Park Board was called to order by Chair Dave Roan at 7:00 pm at the Chaska Event Center and via Zoom.

**2. Roll Call**

Present at Event Center: Dave Roan, Jason Branch, Matt Udermann, Dave Downs, Georgiann Keyport, Zac Saueressig

Via Zoom: Josh Ives, Elizabeth Wyveen, Cindy Anderson-Arts Consortium

Absent: Ernesto Ruiz Gutierrez

Staff: Marshall Grange, Mary Monteith, Erin Link, Kevin Wright (assisted with IS needs)

**3. Adopt Agenda**

Motion by Udermann, second by Keyport to adopt the September 15<sup>th</sup>, 2020 meeting agenda. Roll call for approval of agenda.

**4. Visitor Presentation**

None in attendance

**5. Approve Previous Meeting Minutes**

Motion by Downs, second by Branch to approve the Chaska Park Board meeting minutes of August 10<sup>th</sup>, 2020. Motion carried. Roll call for approval of agenda.

**6. Receive Council and Planning Meeting Minutes**

6A July 20th Council Meeting Minutes

Branch mention that Council had quite a bit of talk on the Harvest Development as far as playground and connector trails. He asked if we would be talking on any of that tonight. Chair Roan responded that all discussions are still very preliminary, it will be a bit before we get to a timeframe to start neighborhood meetings and discussions for that site.

6B August 3<sup>rd</sup> Council Meeting Minutes

6C Planning July 8<sup>th</sup> Meeting Minutes

Roll call for receiving Council and Planning meeting minutes.

## **7. New Business**

### **7A Art Consortium of Carver County (ACCC)**

Grange, I am excited to announce this opportunity, he introduced ACCC President Cindy Anderson (via Zoom) who will speak shortly. Grange went on to explain how tonight is just an introduction to this concept and the potential benefits of this partnership. We are simply seeking your initial reaction. He stated that this gives all an opportunity to ask any questions or voice any concerns. Ideally, he would like to bring this back to you in October with a recommendation for council to approve a partnership agreement. The main goal of this is there would be dedicated space for the Arts Consortium to exhibit, as well as a place to operate a gift shop to display local area arts and crafts for sale. The vending area would be cleared out and be replaced with their retail space. The area would provide great visibility for them and already has security measures in place to lock up.

The 2<sup>nd</sup> part of this is the idea of our program staff partnering with the Consortium on a wide variety of programming. It also could allow for us the opportunity to bring arts to a wide variety of ages, and all abilities. We are excited about this partnership, as to what we can explore and do. The benefits are numerous. There still are lots of logistics to figure out, however, we have staff working on this, as well as Cindy. There are incentives for both sides.

Anderson came on and shared a PowerPoint with the group. She shared their mission of “strengthening our community through the arts”. We bring people to the arts and arts to the people. Carver County has many very talented artists, and there was very little communication means of connecting them to the people of Carver County. We have been around since 2009, in 2012 we officially became a 501 C3 Corporation. 100% volunteer run. Over the last few years, we were seeing large growth and gaining big momentum. We had exhibits across Carver County, we initiated Art Wanderer, as well as many other great events. 2020 we started out strong, had events booked for the year and then Covid hit. Many of our events were canceled. Basically now, volunteers are working hard with creating the first ACCC virtual gallery and shop for artists. This is a means to continue to lift the arts and support our artists, by featuring their work on-line that is for sale. We will be going live very soon.

The question was asked, why the move and why the Community Center? The location in Victoria, is in the lower level of a building, it is very hard to see us from the street. The lease is also up. The Community Center has a variety of space that we could have access to that would allow for us to better social distance, as well as expand on our offerings. We would have access to many partnership opportunities within this building, two schools, the Lodge, the programming that is currently, all great opportunities that could help us expand our mission. Downs asked, what about the protocols surrounding Covid and currently only open to non-members? Grange, we are seeing more activity here, the timing could be consistent for the CCC to open up more areas as well. The earliest we could move forward

with bringing this to council, would be mid-October/early November. Grange mention that we have talked with Cindy on preparing a Covid plan for the gift shop and gallery areas. We have also discussed people coming in during block times, similar to the registration system the CCC is currently using. We also are talking on only being open during peak CCC times. They would have volunteers here during those times to watch the numbers. Grange expressed this could be a great opportunity, could be good for all. Staff on both sides are talking through a lot of these questions. Keyport asked about the size comparison, Andersen, similar footprint, but oddly patterned. As for artists in the gallery, we have featured some of the same artists work overtime so can help build off that. This is a unique opportunity, we can have showings with monthly themes and multiple artists can show their work at the same time, and we can add additional programming. There also is a potential for a school partnership with Breakaway. Artists would love to work in an art class with the students. Udermann asked about the gathering spaces that would be lost, like the area to watch kiddos swim, is there a plan to replace those? MG, it is a bit of a tradeoff, cannot gather much now anyway but we do have the lobby/rotunda area that we could change up as well. Wyveen asked about rent for use of space, as it is taking away from other uses. MG talked on lease agreement or a revenue share idea of some sort. He will look to you all for input and what you would like. He likes the revenue share as feels both have skin in the game to make it a success. More to come.

## 8. Discussion Items

### 8A Nick Mason Scholarship Fund-Erin Link, Recreation Manager

Link talked through the progress that has occurred over the last few months working with Grange and Anna Mason. Link referenced a page that will go live soon on the new city website. Interested families can access program information, including eligibility criteria on the website.

She talked through how the foundation has been established and how we got to today. The criteria was worked through by a committee of local people who work with underserved populations in the area. Current eligibility requires that the applicant be a city of Chaska resident. Once we have a better feel on growth and funding, and sustainability, we may grow this into other communities. Link shared information from the website:

**Eligibility Criteria** Participants must be a resident of Chaska  
Participant must meet one of the following criteria:

#### Option 1:

Participate in at least one of the following programs (must provide documentation):

- County financial assistance, such as SNAP, Medical Assistance and MFIP
- Social Security Disability

#### Option 2:

If you have a financial hardship due to at least one of the following reasons, please provide a brief description of this hardship.

- An unexpected circumstance such as medical expenses or loss of job

- Additional expenses related to supporting someone with special needs (ex. staffing costs, therapy costs, specialized equipment)

**Eligibility Benefit** Eligibility allows for 50% off program fees. The remaining 50% of the program fee must be paid at the time of registration. Max: \$100 per person; \$300 per family (per year)

**Examples of Eligible Programs:** Skate and swim lessons, youth sports and art classes.

**Exclusions Special** Events

School Age Childcare/Preschool

Program less than \$10

Birthday Parties

Facility or Park Shelter Rentals

Adult League Registrations

Trips/Travel

Private Lessons or Training

Daily Fees

Memberships

Basically, the financial assistance is for a household who has had an unexpected circumstance which has resulted in a financial hardship or for supporting someone with special needs. The funds would help support the family with access to some programming at the Community Center. The committee will review and approve applications based on the eligibility criteria. Link researched other communities who had similar type of foundations to learn some do's and don'ts. This helped the committee define the guidelines.

Grange and Mason worked with the Community Giving group to get this fund set up, it now falls under the Carver County Community Foundation, as one of the funds to donate to.

Staff have also had discussions on ideas for sustaining this fund-we added donation language to our registration program, we added language to our sponsorship program forms, and we will have information at our community events as well.

She shared the information that is on the City website as well:

**Apply for Scholarship**

[Online Application for Scholarship](#)

[Application for Scholarship \(PDF\)](#)

Once an application has been received, the Parks and Recreation Department will contact you to register for programs. Call 952-448-3176 for more information.

#### **Donate to the Nick Mason Fund**

Make a tax-deductible [donation online](#).

#### **Funds**

Funding for this scholarship program is provided by individual, community, and corporate donations. In the event that the scholarship fund is depleted, scholarships may not be available until additional funds are received.

For now, Link will be the primary contact. If request were to come through that were unique, she would talk more again with the committee. She is excited to report she had the first donation come through already from a Bell Bank donation of \$1,000. The current balance is at \$8,000.

Questions-

Downs-marketing campaign to solicit donations. Yes, we included in our most recent programming piece. Will we do some on-going pieces throughout the year. Also, \$8,000, what is optimum amount of funding? Link, no idea, will see how many requests come in. Downs, I think it will do pretty good, we will get testimonials from those who have been assisted, that will help with a feel good. Share the story.

MG, Nick's wife Anna, wants to seek some grant opportunities to help. We will get creative!

Udermann-will it be marketed to those who need it? Pave the way for others for memorials. At a certain point, staff time and admin would come into play.

Saueressig-why wasn't membership considered? Link, consistent with how others set theirs up. Plus, the on-going cost of membership is higher than our target amount of assistance. Initial thought process was around programming, be restrictive at first to see how fast applications come in.

Downs, thinks that most that apply will be nonmembers anyway.

#### **8B Lake Grace Trail**

MG-

Touched on update from last month. Site conditions make things a bit difficult. Most of the townhome patios are right up to the trail. Concept review was a larger grand plan, as we went out and got guesstimate, costs came in way higher, almost \$1 million. So, with that, staff, are going back and looking at what we can accomplish, mindful of the primary goal of connecting to the underpass. We need a bridge of some sort. We need tree removal; the trails need repair and safety concerns would be addressed.

So, we maybe go with a 2 Phase approach. Then after some time, we get feedback and decide what next steps are and budget impact. Staff from PW can perform some of the work which will help minimize the costs as well. Saueressig, neighbors were really pumped on what they saw on the drawings. Grange, more to come.

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### **8C-Community Center Operations Update**

Progress overall, things are still slower. Now families are focusing on end of summer vacations and school. It also is still good weather to get outside. We started out restrictive. We added Open Skate, opened the daycare and track was added. Things are slowly picking up, remember, there are lots of areas still not open to usage.

Staff recently did a survey to our members, we asked about our cleaning procedures, safety questions and the online registration process. Many Agreed and Strongly Agreed on the various areas. So was good news from those who are coming in.

We are expanding the hours on Oct. 1, we will be open, 5am-9pm, M-F, 6am-4pm, on Saturdays, closed Sundays. We are trying to be mindful of costs to be open and expenses on Sundays. We also are looking into personal training. Starting to try some additional programming as well at the CCC.

Averaging 400-500 per day. Scan in's for August was 5,000. In the past, it would be around 25,000. We are still around 25% capacity. This is taking time, the Covid impact is not going away, it could be on-going for another year. We will continue to watch the trends, with school starting and as weather changes, we will be watching.

Keyport-The Lodge, thoughts on opening? We are taking a close look at that. We are offering specific times for driver safety classes. Not getting back to how things were though. Opening the doors and all coming in, will not happen.

### **8D-Curling**

The summer leagues just finishing up. We had no issues. Member practices are showing a big increase, as well as the high-performance practices. We had 188 registered for the Winter 1 session, but that will continue to increase. They are coming back. Crooked Pint will also benefit. Staff from US Curling was on site to video for a film on getting back to curling. They showcase our building, great PR for us. The Minnetonka HS Vantage program is coming back next week as well, that is a great partnership and kids have a blast.

### **Event Center**

Seeing some additional activity as well. 12 of the next 15 days there have rentals. Calls are coming in for 2021, May-August all Saturdays are booked. Good news!

**8E Bicycle Friendly Community Update**-Grange shared that he just set up the next meeting, Oct 8<sup>th</sup>. Excited to revisit this and to bring back discussion. Covid definitely has brought out many via bikes for modes of transportation. Many advocated that bike shops were an essential business as a means of transportation, so they were allowed to be open. Many places of business have been out of their bike inventory!

Trail Projects-Public Works has been busy with finishing up some of the trail work through Chaska.

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Grange recently participated in a meeting with the Eastern Carver Trails committee, along with Roan. Lots of discussion on the Century Blvd trail and connecting into the Arboretum wetland area.

Keyport-Asked some signage questions, will there be more long-term signage? Grange shared information on the Pilot study that was done with Carver County, as a result, signage was created for the Orange loop, and Green line. This was intended as a way to get some feedback from the community on the actual signage as we think of a whole system wide program. We will be able to develop a pedestrian friendly plan with funding from Carver County. People would explore more if they had the comfort of knowing where they are going.

### **8F Cycle Chaska**

Staff are planning this event for the end of the month, Sept. 26. MG gave details of the event. Registration is required.

## **9. Other Business**

### **9A. Board Roundtable-**

Ives-Attest to the popularity of biking, Michaels Bikes shop was backed up 4/6 weeks on tune ups. He shared that they were unable to provide inventory!

Wyveen-Received the Neighbors of Chaska magazine, MG's article highlighted neighborhood parks vs. city parks. He also referenced the inventory link on the city website and there also a great story on disc golf featuring Jason Branch.

Downs-Request for a project-pump bike park, huge in Cottage Grove-Woodbury, there seems to be room at Lions Park, wish list.

Matt-Naming of parks, legacy, and teachers' parks, keep those in mind. Honor teachers and farmers. When I got here tonight, I noticed, 12 cars in the parking lot from 12 different states, crazy! This place is so popular! Par 30 usage, Town Course, and the park plans for them, was an educational piece for me. Hawks Ridge, it was tough. A nice addition, Kids/Adults happy to be there. Good job on this.

Keyport-Enjoy coming to these meetings. So much gets done, it is exciting to see. I enjoy the trails and working out at the CCC. She is excited by the Arts partnerships.

Saueressig-I frequently get questions on trails as well. Got a lot today out of this meeting. Archery, great fun. Open ended question-Halloween, how are people are going to be celebrating. MG shared potential event at Community Park-time slots would require them to pre-register. Use the trails around the ball fields. Walk around it, interactive things at some of the spots. This will be an example of where P/R can come up with a good solution outdoors, spread out in a controlled way. Currently 100 + are registered. Creative solution to be excited about. If we can put on event where we are spread out, moving, etc, it is about safe as we can be.

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Roan-Excited about the possibilities that could come of the partnership with the Arts Consortium.

**10. Adjourn**

Motion to Adjourn, Udermann, 2<sup>nd</sup> by Branch.

10A. Next Meeting October 12th



**- MINUTES -  
CHASKA CITY COUNCIL  
AUGUST 17, 2020**

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; Noel Graczyk, Administrative Services Director; City Engineer Matt Clark; Nate Kabat, Assistant Administrator; 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

None.

6. Minutes

Motion by Councilmember Huang, second by Councilmember Grau to approve the minutes of the August 3, 2020 City Council meeting. Motion carried.

7. Consent Agenda

Motion by Councilmember Hubbard, second by Councilmember Hatfield to approve the Consent Agenda Items A through F:

- A. Adopt Resolution 2020-64, Issuing a Negative Declaration for EIS for Oak Ridge  
Motion to adopt Resolution No. 2020-64, issuing a negative declaration relative to the need for an EIS for Oak Ridge.
- B. Adopt Resolution 2020-66, Adopting the 2040 Comprehensive Plan  
Motion to Adopt Resolution No. 2020-66 adopting the 2040 Comprehensive Plan.
- C. Adopt Resolution 2020-69, Creek Road Trunk Sewer Extension Street and Utility Improvements - Phase 4 Feasibility Study  
Motion to approve Resolution No. 2020-69 ordering preparation of the feasibility study for the Creek Road Trunk Sewer Extension Street and Utility Improvements – Phase 4 Project.
- D. Adopt Resolution 2020-70, Approving Issuance of Governmental Refunding Bonds by the Carver County Community Development Agency, Series 2020B  
Motion to adopt a resolution 2020-70 approving the issuance by the Carver County

Community Development Agency of its Governmental Refunding Bonds (City of Chaska, Minnesota Unlimited Tax General Obligation), Series 2020B.

- E. Adopt Resolution 2020-71, Approving to transfer official records of the planning commission to a digital format and preservation of historical copies

Motion to accept a resolution to transfer official records of the Planning Commission to a digital format and reservation of historical copies.

- F. Adopt Resolution 2020-73, Award Bid for Construction of Breaker 4 at the Minnesota River Substation

Motion to adopt Resolution No. 2020-73, awarding the bid for the Construction of Braker 4 at the Minnesota River substation to MP Systems Inc, in the low bid total amount of \$156,450.92.

Motion carried.

### 8. Action Items

#### 8.A. Adopt Resolution 2020-67 and Ordinance 979, Approving the Preliminary Plat and Rezoning for Pioneer Vista/Lennar/PC #2020-15

City Administrator Podhradsky introduced the item to the Council.

City Planner Hanson presented the item to the Council.

Mayor Windschitl looked to confirm that a portion of the site crosses Clover Ridge Drive.

City Planner Hanson explained that the image portrays a straight line, but the site follows the road and continued her presentation of the item.

Councilmember Hubbard inquired about potential car headlight issues coming from Isabella Parkway.

City Planner Hanson stated that the representative from Lennar would be better able to address that inquiry.

Councilmember Grau asked if there are plans for snow piling during the plowing months.

City Planner Hanson explained the majority of the snow will go at the end of the cul de sac.

Councilmember Grau commented much of what ends up in the snow may likely find its way to the nearby wetland. He also asked if access from Pioneer Trail to the development has been explored.

City Planner Hanson stated it was briefly explored by the applicant and stated there would need to be many improvements to Pioneer Trail in order to incorporate an additional access.

Mayor Windschitl noted he is concerned that there are not any excess parking areas.

City Planner Hanson explained there are visitor parking spaces on the north side of the road to accommodate up to 27 parking stalls which meets the City's visitor parking requirements.

Councilmember Huang brought up concern for access for emergency vehicles if visitor spaces are used.

Community Development Director Ringwald stated they would be blocked in as would any other vehicle on a dead-end street in the same situation.

City Engineer Clark explained that the residential street section does accommodate parking on both sides while still allowing fire truck access to navigate the street.

Councilmember Grau echoed Mayor Windschitl's concern about lack of excess parking but commented he thinks the project is a good use of the unique space.

Mayor Windschitl inquired if the trail near the cul de sac is private.

City Planner Hanson stated it is private and will be maintained by the HOA and operate as a maintenance access for the pond if needed.

In response to questions from the Council, Josh Metzger with Lennar provided the following information:

- These residences will be owner-occupied.
- There is about ten feet between decks but there are not deck wall separations.
- Removing the space as shown in the concept plan between units 26 and 27 allowed for a shortening of the cul de sac and greater space for community open space area on the east end.
- Head light shine coming off Isabella Parkway is likely the same as any other home that sits opposite a T-intersection. Conifer trees could be accommodated in the landscape plan to help with screening.
- Any meltwater from snow piling would first be brought through the storm pond and be filtered through the wetland buffer as well.
- An access onto Pioneer Trail was explored by decided against for traffic and safety purposes.
- Excess parking issues should be mitigated now that the street will be a public street.

Mr. Metzger requested that the Planning Commission's condition for a tot lot to be reconsidered as they wanted this community to be a more open-space, natural environment. He asked that any decision to provide a tot lot be left up to Lennar and would be based upon market they are selling to.

The Council shared their thoughts regarding the Planning Commission's condition of the tot lot.

Per request of Mayor Windschitl, City Planner Hanson explained that a tot lot is not expressly called out as a requirement from the City's standpoint.

Councilmember Huang suggested revising the condition to accommodate the 50% sale prior to determining the addition of a tot lot.

City Administrator Podhradsky stated the location of this site is quite removed from any other playground structures, so it would not be illogical to have one here. He suggested making a decision for the tot lot based upon the location of this site to other play structures.

Mr. Metzger stated they can include the tot lot but would prefer it to be located in the play field area. He also asked for clarification regarding the condition in the resolution for the trail around the wetland.

City Planner Hanson explained that Staff requested the trail be mowed instead of mulched.

Motion by Councilmember Hubbard, second by Councilmember Huang to adopt Resolution No. 2020-67 approving the preliminary plat for a 54-unit townhome development on 17 acres of land (PC#2020-15). Motion carried.

Motion by Councilmember Huang, second by Councilmember Grau to adopt Ordinance No. 979 approving the rezoning from Rural (R) to Planned Residential District (PRD-76). Motion carried.

8.B. Adopt Resolution 2020-68, Approving the Variance to Encroach into Wooded Steep Slope and Setbacks for Tract B of RLS No. 117/Karyn & Nick Acevedo/PC #2020-16

City Administrator Podhradsky introduced the item to the Council.

City Planner Hanson presented the item to the Council.

Councilmember Huang inquired what is to the west of the property and how difficult it would be to get fire access to this site.

City Planner Hanson showed an image of the development to the west of this site and described hydrant requirements of the site.

Mayor Windschitl commented he was taken aback by this request and inquired if anything has changed since 1998 when the site was purchased.

Community Development Director Ringwald stated that since the City is the entity that approved this as a buildable lot in 1998, they are responsible to entitle the applicants to make this site buildable.

Mayor Windschitl asked if they can make their building footprint any smaller so as not to encroach on the slope.

City Administrator Podhradsky explained that the size required not to encroach on the slope would have to be 500 square feet and the question becomes what is reasonable.

Councilmember Huang inquired if the driveway could even be built without the variance.

City Planner Hanson stated that it could not.

Mayor Windschitl asked if a different access has been explored.

City Planner Hanson explained there is really only one access point.

City Administrator Podhradsky stated that the City can put restrictions on house size, but the risk is what a court would determine to be reasonable.

The Council and Staff discussed what scenarios could present themselves should the variance not be given.

City Administrator Podhradsky explained that Staff tried to approach this by looking at what the most reasonable solution would be that still preserves the essence and character of the site for what the public sees.

The Council shared their thoughts regarding the variance request.

Mayor Windschitl inquired if police and fire have looked at this location.

City Planner Hanson stated that they have.

Motion by Councilmember Huang, second by Councilmember Hubbard to adopt Resolution No. 2020-68 approving the major variance request to encroach into wooded steep slope and its setbacks for a new residence on Tract B of RLS No. 117 (Zoning Ordinance 9.9.3) (PC #2020-16).

Mayor Windschitl expressed concerns about the build and rain runoff.

With all members voting in favor but Mayor Windschitl, the motion carried.

8.C. Adopt Resolution 2020-65, Resolution of Support for Carver County's Federal Funding Application for Highway 41 and CSAH 10 Mobility and Access Improvement

City Administrator Podhradsky introduced the item to the Council.

Jake Bongard with Bolton & Menk presented the item to the Council.

Mayor Windschitl inquired what the actual total would be.

City Administrator Podhradsky explained the restrictions for the regional solicitation funds.

Mr. Bongard clarified what each column indicates for expense.

City Administrator Podhradsky summarized Staff's discussion with the County regarding how this section of the road is the highest priority and the importance of finding a temporary solution for trail access in from the Community Center down to the trail ravine system. He then reiterated the benefit of this project.

Mr. Bongard explained that they are looking tonight to get buy-in for a letter of support.

Councilmember Hubbard inquired if the underpass section had been submitted.

Mr. Bongard stated that it had and went into further detail regarding that section.

Mayor Windschitl asked if putting this into the project now would be better since it would help with safer routes to school.

Mr. Bongard explained why that was split out.

Mayor Windschitl noted that a resident in the area of this project contacted him stating they are not getting the notices and stated they need to be sure they are properly notified for the next steps.

Motion by Councilmember Grau, second by Councilmember Hatfield to approve Resolution No. 2020-65 supporting Carver County's federal funding application for Highway 41 and CSAH 10 mobility and access improvement, and direct staff to work with the County to implement a trail connection along Hwy 10 connecting Ridge Lane to Old Audubon Road. Motion carried.

Mayor Windschitl commented that the decisions the Council makes are to be for the good of the citizens and the goal is to look out to the future.

8.D. Adopt Resolution 2020-72, Resolution to Deploy Funding Provided to the City by the CARES Act

Assistant Administrator Kabat presented the item to the Council.

Mayor Windschitl inquired if an extension for using these funds is possible.

Assistant Administrator Kabat explained it would be up to the federal level to make those decisions.

Mayor Windschitl asked if the County is able to use any monies returned by the City.

Assistant Administrator Kabat and City Administrator Podhradsky stated the County would be able to use it. Assistant Administrator Kabat then detailed the City's proposed priorities for funding through the CARES Act.

Mayor Windschitl inquired how much of this will be altered if the Library expansion occurs.

Assistant Administrator Kabat spoke into more detail about the need for the expanded library.

City Administrator Podhradsky detailed the difficulty in obtaining clarity as to how these monies can be spent and the difficulties of the time frame allotted.

Councilmember Grau commented how some of these improvements will be beneficial in the long run.

Leif Eikevik with Leo A Daly Architects summarized the proposed designs for the facility upgrades through CARES funds.

City Administrator Podhradsky spoke into further depth about the restructuring to accommodate break room and conference room needs.

Councilmember Hubbard asked what will to the current break room.

Assistant Administrator Kabat stated it will still be used as a break room but with limited number of users.

Mr. Eikevik went on to summarize the upgrades to the police department.

Councilmember Hatfield looked to confirm that patrol officers will use the new side door.

Mr. Eikevik stated that was the case and finished his presentation of the item.

Mayor Windschitl inquired how maintenance employees will handle the components that capture the virus.

Mr. Eikevik stated they do not need to change out any of the systems and further explained how these systems work.

Mayor Windschitl acknowledge the effort and time put into this study.

Councilmember Grau inquired how RJM was selected.

Mr. Eikevik and City Administrator Podhradsky spoke to the reasons behind RJM being selected.

City Administrator Podhradsky reiterated the vague guidance from the federal government regarding the use of these funds and how the City is left to determine whether the project meets their criteria.

Councilmember Huang commented that without completing these projects, City Hall cannot open to the public as-is under current CDC guidelines.

Assistant Administrator Kabat detailed the final proposed priority.

Motion by Councilmember Hatfield, second by Councilmember Huang to authorize staff to execute the identified priorities for funding provided by the Corona Virus Aid Relief and Economic Security (CARES) Act, and to approve Resolution No. 2020-72 authorizing execution of an AIA B133 Owner Architect Agreement with Leo Daly and an AIA A133 Construction Management Agreement and Exhibits with RJM Construction in order to deploy funding provided to the City by the Corona Virus Aid Relief and Economic Security (CARES) Act. Motion carried.

9. Bills

9.A. Accounts Payable Council Roster 8-17-2020

The Council requested further information about bills on pages 2, 3, 4, 6, 11, 12, 13, 16, and 22.

City Administrator Podhradsky provided further information regarding those bills.

Councilmember Grau noted the packs the City provided for Fishing with Friends were nice and that the event is really neat.

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. Bi-Weekly Report 8-17-2020

10.B. Other Reports

10.B.i. 2nd-Qtr. 2020 Investment Report dated August 17, 2020

10.B.ii. Financial Reports – June 2020

Councilmember Hatfield:

- Thanked those involved with getting the polling places ready and running for the primary election. Mayor Windschitl noted Staff also participated in providing the election by being election judges and thanked them for that.

Councilmember Huang:

- Thanked the election judges.
- Reminded residents about the food distribution at St. John's on Wednesday, August 26 from noon-1:30 pm.

Councilmember Hubbard:

- Thanked the election judges and noted her husband was one and said the process went really well.
- Noted the window for CDA application for small business emergency assistance program opens today and runs to September 4<sup>th</sup> and that the housing stability program application is open as well.

- Noted the County is putting out transportation support funding and applications can be found on the County website.

Councilmember Grau:

- Noted Big Woods Boulevard officially opens tomorrow and the feedback coming in is good.
- Commented that the Touch a Truck event is not happening this year.
- Wished the Chaska Cubs good luck in their tournament run.
- Acknowledged the work put in by the Eastern Carver County schools in these hard times.
- Noted his son's 8<sup>th</sup> birthday is on Sunday.

Assistant Administrator Kabat:

- Noted the Joint Council-Human Resources work session is on Thursday, August 27, 2020 at 6:30-8:30 pm at the Event Center.

City Administrator Podhradsky:

- Noted there is a budget work session prior to the Council meeting on August 31, 2020 and noted a short meeting might be needed for the Carver County CDA if needed.
- Noted River City Days is canceled.

Mayor Windschitl:

- Noted if there is a Council Meeting on August 31, 2020, he will be gone and asked if anything needs a signature to please get it to him prior to that date.
- Noted Council Meetings in September are on the 14<sup>th</sup> and the 21<sup>st</sup>.
- Reported that the left turn signal on eastbound 61 to northbound 41 has been changed to an LED light.
- Reported the progress and timeline for the storm sewers around the Courthouse.
- Acknowledged the efforts put forth by Staff to complete the 2040 Comprehensive Plan.
- Inquired if the new doors are in at City Hall. Kevin Wright noted they are working on them.
- Thanked the citizens of Chaska for their participation in the primary election and noted Councilmembers Hubbard, Huang, and he are all running unopposed.

11. Adjourn

Motion by Councilmember Hubbard, second by Councilmember Hatfield to adjourn the meeting at 10:20 pm. Motion carried.

# **CHASKA PLANNING COMMISSION MINUTES AUG 12, 2020**

## 1. Call to Order

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

Chairperson Dahlke read aloud a statement explaining that due to the COVID-19 pandemic the Chaska Planning Commission met via electronic means. He explained how the public can still be involved in the meeting.

## 2. Roll Call

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

Members absent: None

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

## 3. Adopt the Agenda

Motion by Commissioner Bowe, second by Commissioner Sailer, to adopt the agenda as presented.

Roll Call Vote: Ayes – all. Motion carried.

## 4. Visitor Presentation

There were none.

## 5. Minutes

Motion by Commissioner Cross, second by Commissioner Urbanski, to approve the Minutes of the July 08, 2020 Planning Commission meeting as presented.

Roll Call Vote: Ayes – all. Motion carried.

## 6. Consent Items

No Items

## 7. Action Items:

7. A. PUBLIC HEARING: Recommend Approval of the Preliminary Plat & Rezoning for Pioneer Vista/Lennar/PC #2020-15.

City Planner Liz Hanson presented the item to the Commission.

Commissioner Bowe asked whether the fire department had reviewed the turnaround radius in the cul-de-sac and if they had indicated that they are comfortable with it.

City Planner Hanson stated that they had reviewed it and explained that the fire department reviews any land use application that the City receives.

Commissioner Sailer asked about the landscape plan and if the City was comfortable with the visibility of residents leaving and not being able to see Pioneer Trail with the trees that are along the road. He asked if the speed limit in this area was 35 mph.

City Planner Hanson stated that she cannot remember what the speed limit is in the area, but due to the land starting to depress, the site vision triangle should still be maintained and be unobstructed with what they are proposing.

Commissioner Urbanski asked about the rendering of the final product. He stated that last time the Commission looked at the rear views of the homes, there was discussion about trying to do something a bit more architecturally pleasing so that it doesn't look like one big wall going down the road. He asked if there had been any discussion of those ideas.

City Planner Hanson stated that what is being shown is basically what they will apply for 360-degree architecture, so the City is trying to encourage that this is not all one singular blank vinyl canvas. She stated that things like adding 4-inch window trim, using band boards to dissect levels of the building, using color change and incorporating gables with some articulation are all helpful. She stated that what they are proposing is consistent with what the City typically asks for with this type of development application.

Commissioner Urbanski stated that, in his opinion, the fronts look really nice, but he is not impressed with the back side.

Commissioner Olson stated that he also has concerns about the back side which was his same concern during the Concept phase that this appears like a wall of building. He stated that now that they have changed the amenity parcel it puts the biggest units right next to each other and really does present a wall of building on the back side. He stated that there is also the elevation change within what they have planned. He asked how the trees that they have planned will provide any kind of shield or provide any kind of softness to the back side. He stated that he also questions whether the unit near the cul-de-sac is set back far enough.

City Planner Hanson stated that all of the units are setback at least 20 feet from the right-of-way. She stated that with the landscaping piece, it will not have the rich or lush look that you typically see in a well-established neighborhood, but ultimately, this edge will get very filled in as the years go on. She stated that it will be important for the applicant to speak to that and explain what their overall vision is for that edge.

Commissioner Olson asked if there was any option to change the angles of the buildings themselves. He stated that he feels something needs to be done because the houses are all at the same angle and all on the same plain and creates a wall of building. He stated that he agreed with Commissioner Urbanski that the front sides look great and the backsides are going to be very visible in the area.

City Planner Hanson stated that this will be an important piece for the applicant to address.

Commissioner Cross noted that there were various photos provided in the packet and asked about photos #56 and #63. She stated that the photos were of finished buildings by the same builder that show their workmanship. She stated that regarding photo #56, she is unsure if the grading

for this project will be similar to what was shown, but the escape window to her, is totally unacceptable. She stated that she feels they obviously did a lot of grading and brought it up very tight. She stated that she understands the fire rules and how you are supposed to get out of a basement, but to her, they are changing the land already in grading and asked why they would end up having to have something that isn't even a look out and is just an escape window. She stated that she understands this would be accepted in the fire code, but to her it is unacceptable. She stated that the other issue she has is that the City has asked to have the driveways separate and photo #63 has put two townhouse driveways together which creates a world of heat. She stated that on the plans they are all separate and asked if the City would be enforcing that and they would indeed be separate for each townhome. She stated that she is happy they are not planning any trees in the middle section. She reiterated her question of whether they would have the kind of driveway shown in the picture from other projects, or what has been shown in the plan.

City Planner Hanson stated that the site plan shows separate driveways between each unit, so it will not be a combined driveway. She stated that the landscaping between the driveways will be sod.

Commissioner Cross stated that the sod will croak because it will be too hot.

City Planner Hanson stated that the applicant can speak to this issue and explain how they tend to maintain this area. She noted that it will be the responsibility of the home owner's association to maintain it this area.

Josh Metzger, Lennar Homes, stated that regarding the concerns about the architecture on the rear of the buildings they are doing a few things that should help address those concerns. He stated that they are planting 44 trees between Clover Ridge Drive and the rear of these townhomes. He stated that for the first year or two, they will look like newer trees and not be fully filled in, but after a few years, they will have grown and provide a nice landscape barrier. He stated that all of the units come with a deck and will be walk-outs. There will also be a color change between the bottom 2/3 to the top 1/3 with 8-inch band board and 4-inch window trim on all elevation and noted the rear elevations will have dormers. He stated that he thinks all of these items combined will make for a nice setting. He noted that the 4 buildings that are in a straight line are the furthest from Clover Ridge Drive and believes there are already about 50 trees spread throughout the wetland and with the additional 44 that they are planting it will be close to 100 trees in this area. He stated that regarding the concerns raised about grading and egress windows, he explained that with the walk-outs, they will not have any egress windows. He noted that the 3 buildings on the north side of Pioneer Court were previously shown as look-outs, however, as they got into the grading plan specifics, those will now be slab on grade and will not have basements or egress windows. He stated that to address driveways, the plans show separate driveways, but they do, as was shown in the photos, combine driveways for two units. He stated that maintenance is easier without the separating strip in the center. He stated that if City code allows for that, that is what they would like to do and explained that he wasn't sure why the plans showed separate driveways for each unit. He stated that they are excited about the project and are glad they were able to get a public street to work for this development. He stated that they had looked at the possible extension of a mulch trail around the wetland and he had spoken with their engineer who said it should be possible and that will be added to their plans.

Chair Dahlke asked if the City had any direction on the single versus combined driveway issue.

Community Development Director Wright stated that he doesn't disagree with Mr. Metzger that a 1- or 2-foot strip is very difficult to maintain regardless of what material is put in there. He stated that typically what happens is that it will begin with sod, which dies, then they put in rock and after that causes problems, they end up paving it, which doesn't match the existing pavement and just doesn't look good. He stated that filling in that small strip does not add too much asphalt to the overall plans. He stated that he thinks their proposal is a good solution.

Chair Dahlke opened the public hearing for comment at 7:42 p.m.

Jeremy Ely, President of the Jonathan Association, stated that he is happy to see things moving forward but had a few questions. He stated that he will separate his questions between those of the President of the Jonathan Association and that of an affected home owner. He explained that his home is on Romeo Court and his backyard will overlook this development. He stated that on behalf of the Jonathan Association, he noted that the staff report given by City Planner Hanson indicated that this development was intended to be developed as part of the Clover Ridge area which encompasses all of the Jonathan neighborhoods. He asked if the Commission has an informed opinion on whether this development should be part of that Clover Ridge neighborhood as it was originally designed.

City Planner Hanson stated that the Planning Commission does not have a requirement to authorize the development to be part of the Jonathan Association. She explained that those are typically private communications between the development and the associations to determine whether or not they would be part of Jonathan. She reiterated that there is no obligation from the Planning Commission side that would require it.

Mr. Ely stated that he realizes that it is not a requirement, but asked if there was an opinion from the Planning Commission on this issue.

Chair Dahlke stated that he doesn't want to steer the decision in one direction or the other and believes that it should be a decision between the Jonathan Association and the developer. He stated that the City is not involved in that and therefore he doesn't believe the Planning Commission should be involved.

Commissioner Rylee stated that, in his opinion, he thinks that is the wrong approach for the City. He stated that he feels the City is unique with the Jonathan Association and is a pretty significant portion of the residents within the community. He stated that taking a hands-off approach on a development by development basis in the long term is short-sighted. He stated that he believes that the health of the Jonathan Association is the best interest of the City.

Commissioner Cross stated that she disagrees with Commissioner Rylee partially because of the uproar that has happened over the years regarding certain areas of the Jonathan Association that felt they were horseshoed into the Association. She stated that when she says "years", she is talking over the last 40 years that she has been in Chaska. She reiterated that certain areas felt they were horseshoed into Jonathan to provide cash help to the association. She stated that she would rather have each area have a chance to decide if they would fit well within the

association. She stated that feels that there are definitely areas of the City where Jonathan fits well, but she doesn't believe that it should be the City's suggestion or decision.

Mr. Ely stated that as a homeowner, he would like to ask about the decision not to include a playground as part of the amenities. He stated that if Lennar decides not to join the Jonathan Association, the park that they are referencing as a selling point is a community park and is about 1 mile away. He stated that targeting first time home buyers and small families, by having a park a mile away does not seem like an amenity. He stated that expects the children in this community to come down and utilize Juliet Park which is right across the street from his house. He stated that he is concerned that they are not planning on including any type of playground in the development considering who they are targeting. He stated that if this development is not a member of the Jonathan Association, he does not want to be policing Juliet Park to chase kids away. He stated that having access to this park is part of the benefit of being a part of the Jonathan Association. He stated that they do not want anyone to feel horseshoed into being part of the Jonathan Association, but the reality is that this development is so close to the Jonathan and its amenities. He noted that their park is the only park nearby that has playground equipment for children. He reiterated that he is very concerned about the amenity piece and would like information from Mr. Metzger about their decision.

Mr. Metzger stated that Kelzer Park is a City park on the northside of Pioneer Trail and is closer to their development than Juliet Park in Clover Ridge Development.

Mr. Ely asked if Mr. Metzger had traveled to Kelzer Park during non-working hours across Pioneer Trail.

Mr. Metzger stated that he had not personally done that.

Mr. Ely stated that he thinks Mr. Metzger would find it very interesting if he did. He explained that there will not see a lot of families crossing Pioneer Trail between the hours of 4 p.m. and 7 p.m. because it is a very busy road and Kelzer Park is not a well-known park in the area. He asked if there were any traffic control or pedestrian pieces that could be addressed along Pioneer Trail. He stated that Pioneer Trail is not a kid-friendly road in its current state. He stated that in the initial presentation, there was some conversation about how nice it was to see Lennar provide visitor parking. He stated that he does not see any visitor parking in the updated concept plan that is being presented tonight. He stated that he also has the same concern as was raised by some of the Commissioners regarding the backside of the 4 buildings. He asked if there was any requirement between the buildings or if there could be additional dormers on the backside to help break it up and add some architectural details.

City Planner Hanson stated that because this is a public street, parking is allowed on one side of the street so they have shown 27 parking spaces along the street. She stated that each of the homes will be able to provide 4 parking stalls, so this does meet the City's parking requirement.

Community Development Director Ringwald asked City Planner Hanson to discuss the issue of tot lots.

City Planner Hanson stated that tot lots are basically based on what the market is driving for these projects. She stated that they look to the developer to give the City a clear understanding

of the demographic that they are catering to in the development and providing a usable amenity area that caters to that type of demographic.

Commissioner Olson asked if the developer had provided a comparative because he knows that they have talked about what has actually been executed in Maple Grove versus what their plan was, regarding marketing.

Mr. Metzger stated that their recommendations come from experience and noted that they probably have about 50 town home communities throughout the Twin Cities that they are actively building and selling. He stated that their experience has been that the majority of their townhome communities are single adults, empty nesters or first-time home buyers that do not have children yet. He stated that he is not saying that their developments never have children, just that the majority do not have children. He stated that it is not a significant enough number that the tot lots that they have built get utilized even a minimal amount of time. He stated that even if there are children that move into the community initially, they grow older or they move, which means that this amenity ends up as the most underutilized one in the community. He stated that the tot lot is one of the last things to go in because they don't want a playground with construction traffic in the area. He stated that by the time they would put a tot lot in, they would have about 50% of the community and by that time will know what the demographic is for this particular community. He stated that they would prefer to make the decision at that time, based on the market rather than something that is being mandated by the City.

Greg Butler, 1355 Romeo Court, stated that he joined the meeting a bit late and apologized if his questions had already been answered earlier in the meeting. He stated that when the previous plans were presented, there was quite a bit of ambiguity and a lot of concern expressed by Romeo Court citizens about removal of trees along the railroad tracks in the southeast corner of this development. He asked if the applicant had clarified these plans yet and satisfied the City's request for minimal tree removal.

City Planner Hanson gave an overview of the tree preservation plan that shows what trees they will be removing and what will stay. She explained that everything along the railroad line will remain and not be removed.

Elliott Joan, Romeo Court, asked if the City could set a threshold what would be agreeable for Lennar to install tot lots if they are selling to a specific percentage of families with little children. He gave the example of Lennar selling 50% of the homes and 33% of the buyers having small children, then could there be a requirement that they need to install a tot lot.

City Planner Hanson stated that from a staff perspective something like this has never been a requirement in a project and it would be very hard to track that information.

Commissioner Bowe stated that she doesn't think it would be appropriate to ask homeowners whether or not they have children.

Chair Dahlke stated that the tot lot issue is a plus or a minus selling point that the developer has to consider for themselves when they are selling their units.

Mr. Joan asked how many of the Planning Commission members have been to the site and had walked the site. He stated that based on their comments, it doesn't appear as though many of them have physically been there.

Commissioner Olson stated that he walks it on a weekly basis.

Chair Dahlke stated that he has been to the location several times.

Commissioner Cross stated that she has also been by the site.

Commissioner Urbanski stated that he had been to the site.

Commissioner Sailer stated that he has driven along Clover Ridge Drive a few times.

Commissioner Lacey stated that he has also been to the site.

There being no additional public comment, Chair Dahlke closed the public hearing at 8:02 p.m.

Commissioner Rylee asked Mr. Metzger speak to Lennar's position regarding the Jonathan Association.

Mr. Metzger stated that their HOA administrator and a few other managers have discussed it and looked at the pros and cons of joining the Jonathan Association and the decision was made to form an independent homeowners association. He stated that Lennar has an interest in that HOA until the community is either 50% or 75% sold at which time it is handed over completely to the HOA board for them to make decisions on their own regarding their future. He reiterated that as of right now, the decision is to form an independent HOA.

Commissioner Rylee asked if it was safe to say that there was a cost benefit analysis done in order to make that decision.

Mr. Metzger stated that it may not be a fee issue. He stated that he believes that it was just an overall opinion that there would not be a whole lot of benefit to joining the Jonathan Association.

Commissioner Rylee asked Mr. Ely to respond and asked if there were similar townhome developments adjacent to Jonathan Association that are within the association and how that occurred.

Mr. Ely stated that there are over 40 sub-associations of homeowners similar to Pioneer Vista that exist within the association. He stated that one of the major benefits that he thinks is not conveyed enough is the power of the Jonathan Association and their reserve contribution fund and how that has helped homeowner associations and sub-associations over the years to be able to maintain common area elements and actually reduce their contributions that they need to make as a sub-association to be able to maintain things like tot lots, trails, and other common area elements. He stated that he thinks it is short-sighted to only consider the initial cost benefit analysis because it is really about the long run and the contributions that wouldn't need to be made to a reserve fund for common area elements. He stated that there are townhomes that

exist, Arbor Fields, which is just down Clover Ridge Drive from this location, where there is an existing sub-association.

Commissioner Rylee asked if Mr. Ely had contact information for Lennar Homes because it appears as though Mr. Metzger is not the correct person to be communicating with regarding the HOA issue. He explained that the City does not want to get in the middle of this discussion.

Mr. Ely stated that he does not have other contact information other than Mr. Metzger's direct contact information but is certain that he would be willing to provide him with the appropriate contact information to discuss the HOA issue.

Chair Dahlke stated that he believes this is the best way to move forward.

Commissioner Rylee stated that he would like to add a condition that has the applicant's engineer evaluate the site from a traffic standpoint to look at the site lines so when any signage or landscaping is completed that the safety of the intersection is considered.

Mr. Metzger asked if he was referring to the intersection of Clover Ridge Drive and Pioneer Trail or the driveway to the community and Clover Ridge Drive.

Commissioner Rylee stated that he was referring to coming out of this community onto Clover Ridge Drive.

Mr. Metzger stated that he can do that and believes the City has site distance triangle requirements that they would need to meet.

Commissioner Rylee stated that he believes this is a unique situation that a typical site triangle would not address.

Community Development Director Ringwald stated that he feels this is an appropriate condition and is part of their engineer's job to make sure that this intersection is safe, which is in everybody's best interest.

Commissioner Olson stated that the applicant brought up using Kelzer Park as the designated park for this community. He stated that he lives in the area and he cringes even letting his teenagers cross over Pioneer Trail to get onto the bike trail. He stated that the thought of having families walk across Pioneer Trail to get to that park does not seem reasonable to him. He stated that if you are simply looking at Google Maps, it looks reasonable, but the reality is that is it not. He stated that he would highly recommend that the Planning Commission put something into the requirements so there is some sort of tot lots in the open space so they can have a full community space available, no matter what. He stated that he doesn't think it should be based on certain quantities or percentages of sold units, but just having it so they can be a standalone community.

Chair Dahlke stated that he believes that overall, this looks like a good project and he believes that all the Commission questions have been answered.

Commissioner Olson asked City Planner Hanson to expand on what the City requirements are for providing a tot lot of playground. He stated that he knows the City has recommendations within residential and asked how it would be different for a townhome community versus single home residential.

City Planner Hanson stated that for townhome communities, specifically multi-family, there is a specific provision that they do have to provide a certain amount of usable open space which is different than a typical detached single-family development which does not have that requirement. He stated that with a single-family development it is basically based on the Comprehensive Plan and where parks are needed. He stated that beyond the requirement for usable open space, the City has always left it up to the developer based on their demographics and marketability to program those areas to be the most successful. She explained that they have met the open usable space requirement and have indicated that they will elongate or extend the pedestrian trail component to the stormwater pond, which is an enhancement to the open space area.

Chair Dahlke asked if Lennar would be able to show the trail in their Final Plan.

City Planner Hanson stated that they should easily be able to show that in their Final Plan.

Motion by Commissioner Rylee, second by Commissioner Urbanski, to recommend to City Council approval of a 54-unit townhome development on approximately 17 acres of land just north of Clover Ridge (PC#2020-15); subject to the following conditions:

1. Approvals shall be based on the following graphic exhibits:
  - a. [Project Narrative \(pgs 1-5\), prepared by Lennar, undated](#)
  - b. Title Sheet (pg C1.01), prepared by Sambatek, date July 29, 2020
  - c. Overall Site-PRD Plan (pg C3.01), prepared by Sambatek, date July 29, 2020
  - d. Site-PRD Plan-West (pg C3.02), prepared by Sambatek, date July 29, 2020
  - e. Site-PRD Plan-East (pg C3.03), prepared by Sambatek, date July 29, 2020
  - f. Overall Grading Plan (pg C4.01), prepared by Sambatek, date July 29, 2020
  - g. Grading Plan-West (pg C4.02), prepared by Sambatek, date July 29, 2020
  - h. Grading Plan-East (pg C4.03), prepared by Sambatek, date July 29, 2020
  - i. Erosion Control Phase 1 (pg C5.01), prepared by Sambatek, date July 29, 2020
  - j. Erosion Control Phase 2 (pg C5.02), prepared by Sambatek, date July 29, 2020
  - k. Erosion Control Notes & Details (pg C5.03), prepared by Sambatek, date July 29, 2020
  - l. Overall Utility Plan (pg C6.01), prepared by Sambatek, date July 29, 2020
  - m. Utility Plan-West (pg C6.02), prepared by Sambatek, date July 29, 2020
  - n. Utility Plan-East (pg C6.03), prepared by Sambatek, date July 29, 2020
  - o. Overall Storm Sewer Plan (pg C7.01), prepared by Sambatek, date July 29, 2020
  - p. Storm Sewer Plan-West (pg C7.02), prepared by Sambatek, date July 29, 2020
  - q. Storm Sewer Plan-East (pg C7.03), prepared by Sambatek, date July 29, 2020
  - r. Street Plan-West (pg C8.01), prepared by Sambatek, date July 29, 2020
  - s. Street Plan-East (pg C8.02), prepared by Sambatek, date July 29, 2020
  - t. Overlay Plan (pg C8.03), prepared by Sambatek, date July 29, 2020
  - u. Tree Inventory Plan (pg L0.0), prepared by Sambatek, date July 29, 2020
  - v. Tree Preservation List (pg L0.1), prepared by Sambatek, date July 29, 2020
  - w. Details (pg C9.01-C9.03), prepared by Sambatek, date July 29, 2020
  - x. Overall Landscape Plan (pg L1.01), prepared by Sambatek, date July 29, 2020
  - y. Landscaping Plan-West (pg L1.02), prepared by Sambatek, date July 29, 2020
  - z. Landscaping Plan-East (pg L1.03)

- aa. Landscape Details and Notes (pg L1.04), prepared by Sambatek, date July 29, 2020
- bb. 54 Unit Residential Neighborhood Site Plan, prepared by Sambatek, date July 29, 2020
- cc. Section/Elevations, prepared by Sambatek, date July 29, 2020
- dd. Home Plans (pgs 1-28), prepared by Lennar
- 2. Adherence with the City Engineer's Memo dated August 6, 2020.
- 3. Adherence with the Carver County Public Works Memo, dated August 6, 2020.
- 4. Provision that a mulch trail be added around the stormwater pond, and to be addressed at final submittal.
- 5. Sidewalk shall be designed to be level and not sloped with the driveway and to be shown on the final plans.
- 6. Adherence to the following building setbacks:
  - a. Front (from Street Right of Way): 20 feet
  - b. Between Buildings: 15 feet
  - c. Clover Ridge Drive: 20 feet
  - d. Pioneer Trail: 125 feet from centerline
  - e. Railroad: 50 feet
- 7. [Provision of 360 degree architecture be used on all facades seen from public view.](#)
- 8. Prior to final plat approval, developer shall enter into an agreement with the City for the provision of necessary infrastructure and associated development costs.
- 9. Preservation of wetlands and a 30-foot buffer.
- 10. [Provision of a storm water management plan meeting City and Carver County WMO standard.](#)
- 11. Provision of a construction traffic plan with appropriate traffic signage to be coordinated and approved by the City Engineer.
- 12. Construction traffic shall not use the existing Clover Ridge neighborhood streets and shall be limited to Pioneer Trail only.
- 13. Provision that the applicant's engineer evaluates the site line of the development entrance and Clover Ridge Drive.

Roll Call Vote: Ayes – all. Motion carried.

Motion by Commissioner Cross, seconded by Commissioner Olson, to recommend approval of the rezoning of the site from Rural (R) to Planned Residential District (PRD-76).

Roll Call Vote: Ayes – all. Motion carried.

7.B. PUBLIC HEARING: Recommend Approval of the Variance to Encroach into Wooded Steep Slope and Setbacks/Karyn & Nick Acevedo/PC #2020-16.

City Planner Liz Hanson presented item to the Commission and noted that staff is recommending approval of the request.

Commissioner Rylee asked about slope stability concerns and if they were considered during the design process.

City Planner Hanson stated that it was considered and is one of the reasons why the City has this ordinance in place. She stated that it is meant to protect the natural amenities within the City,

but also protect ravine systems that have the steep characteristics and is definitely something that is reviewed as part of the request.

Community Development Director Ringwald noted that the City Engineer reviews the site grading plan in detail when that comes into the City, especially in a situation like this project.

Commissioner Sailer asked if the applicants owned this property in 1998 when it was originally approved.

City Planner Hanson stated that the applicants did not own this property when it was approved in 1998.

Commissioner Sailer asked if any of the setback rules have changed since they have purchased the property.

City Planner Hanson stated that the setback rules have not changed since the applicants purchased the property.

Community Development Director Ringwald noted that the wooded steep slope may have changed, because it is a recent addition to the Zoning Ordinance.

City Planner Hanson stated that she cannot determine exactly when that happened, but knows that it happened before she was with the City.

Chair Dahlke opened the public hearing at 8:41 p.m.

There being no comment, Chair Dahlke closed the public hearing at 8:42 p.m.

Commissioner Urbanski stated that the City put planning and zoning in place to protect the integrity of the entire City, but once in a while you just have to look at a piece of land and use common sense. He stated that having studied this parcel and what the options are, he feels this is one of those common sense situations.

Motion by Commissioner Urbanski, second by Commissioner Lacey, to recommend to City Council approval of a variance request for a dwelling unit to encroach into wooded steep slopes and its associated setbacks (PC# 2020-16): subject to the following conditions:

1. Approvals shall be based on the following graphic exhibits:
  - a. Narrative (pgs 1-4), submitted by Nick & Karyn Acevedo, dated July 7, 2020
  - b. Response Letter (pgs 1-3), submitted by Nick & Karyn Acevedo, dated July 27, 2020
  - c. Aerial Exhibit, dated January 23, 2018
  - d. Title Sheet & Site Plan, prepared by Bonila's Drawing Service, dated June 2020
  - e. Tree Inventory, prepared by Bonila's Drawing Service, dated June 2020
  - f. Tree Inventory, prepared by Rehder Forestry Consulting, dated May 24, 2020
  - g. Architectural Elevations, prepared by Bonila's Drawing Service, dated June 2020

2. The property would need to connect to City utilities in order to issue a building permit.
3. The property owner would need to coordinate with their adjoining neighbors on connecting to City utilities.
4. The final site plan will need to adhere to Engineering standards and building policy prior to building permit issuance.
5. City standard fees for area and connections are required prior to building permit issuance, where applicable.
6. Installation of a fire hydrant or fire sprinkling of the home if the home is more than 400 feet away from a fire hydrant.

Commissioner Cross stated that she would like to add a condition. She stated that because of the ravine system, water moving off of this property is a concern. She explained that she would like to add a condition that the driveway be permeable so it doesn't end up being a nice little speedway for the water to go down and catch into the ravine.

City Planner Hanson stated that the applicants are planning to have permeable pavers for the driveway but noted that the Planning Commission could include it as an actual condition if they would like.

Commissioner Cross stated that she would like to have it as an official condition.

Motion amended by Commissioner Urbanski, seconded amended by Commissioner Lacey, to add Condition #7 a requirement for permeable pavers for the driveway.

Roll Call Vote – Ayes all. Motion Carried.

#### 8. Other Business

##### 8.A. Receive Other Meeting Minutes

##### 8 A.i. Receive the June 29th, July 6th, and July 20th City Council Meeting Minutes

##### 8 A i.i. Receive the July 6th EDA Meeting Minutes.

Chairperson Dahlke

- Noted that Highway 41 will be closed in both directions starting this evening near 169 for about 3-4 weeks
- Encouraged people, if they feel comfortable doing it, to patronize the local establishments to help keep them afloat until times get better

Commissioner Bowe

- Expressed her excitement about the completion of the Big Woods Boulevard project

#### 9. Adjourn

Motion by Commissioner Bowe, second by Commissioner Cross to adjourn the meeting at 8:50 pm.

Roll Call Vote: Ayes – all Motion carried.



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# **TRAIL OF FUN**

## **FRIDAY, OCTOBER 23RD**

**CHASKA COMMUNITY PARK**  
**\$5/PERSON**

Join us for an outdoor spooky trail walk!  
Along the way, you will be surrounded by  
jack-o-lanterns carved by our community,  
games, trick-or-treating and more!

Registration is required to attend this event  
**\$5/person 2 years of age and older**  
Children 1 year of age and under are free & no  
registration necessary

Register for a timeslot at:

[www.chaskacommunitycenter.com](http://www.chaskacommunitycenter.com)

4:00pm, 4:30pm, 5:00pm, 5:30pm

6:00pm, 6:30pm, 7:00pm,

40-50 people per time slot

Walk is estimated to take 30-40 minutes