Chaska Park Board
Meeting Minutes
March 9th, 2021
Zoom

1. Call to Order

The March 9th meeting of the Chaska Park Board was called to order by Chair David Downs at 7:00 pm via Zoom.

2. Roll Call

Attendance via Zoom: David Downs, Jason Branch, Elizabeth Wynveen, Georgiann Keyport, Zach Saueressig

Absent: Ernesto Ruiz Gutierrez, Jalen Destin, Mary Monteith

Staff: Marshall Grange, Mike Tudor-IS assistance

3. Adopt Agenda

Motion by Wynveen, second by Keyport to adopt the March 9th, 2021 meeting Agenda.

Roll Call for Approval

4. Visitor Presentation

Tim Vossberg-Update on Hawks Ridge Trails

Vossberg thanked everyone on the Park Board for helping to get the Hawks Ridge trails built. Here tonight to give an update on the trails.

Volunteers-Was a challenge last summer, obviously due to Covid. We had to cut the trails a few times and keep the weeds down on the steep side, was tough to get done. July through October is the mountain bike season, so was hard to recruit help. Now we know, and come May-June, we will recruit more.

We had a couple of snowshoers out on the course during the winter to help try and flatten the trail for the fat bike riders. The bike board may need to talk about hiring a part-time “groomer” to get things done during the various seasons.

Safety-We had a couple injuries on the course last year, nothing very serious. We put a short cut in the beginning of the trail so if an injury, one can get off the trail quicker.

Trail usage-Due to Covid, and people wanting to be outside, we had heavy usage. There was youth, adults, and various types of riders out there at any given time. Thinking ahead, we may offer some classes. We would like to try adult one and maybe even a women's group. Covid restrictions could delay some of that happening though with protocols still out there.

Site improvements-Last October, an Eagle Scout installed 3 benches for us throughout the trails. We also planted about 10 trees that were donated. Volunteers also did some tree trimming.

Future Projects-Cut a walking path on the upper side throughout the trails for walker safety. Maybe try to add a couple more picnic tables.

We really appreciate our partnership in Chaska. We continue to focus on the safety of our riders, right now the trails are a mess with snow.

Wynveen asked if is it possible to have a QVC code on the sign out on the track to click and donate to Hawks Ridge Trails, or a schedule to sign up to help with the care of the trails? Maybe post the information for the public to get involved. Vossberg shared that Wednesday nights are the nights we are usually out there working on things. We also post when we are out doing trail maintenance, asking for helpers. Wynveen, excited for a women's class!

Downs shared that he has heard some great things on this project. Wynveen, it is exciting to see new things added out there and the interest grow.

Grange-Thank you for your hard work over the last couple years trying to get this done, and to the board and all the volunteers who helped to make this happen. All of the work that went into this project, a lot of obstacles, but it paid off. We also can help with getting the word out there as well, just let us know when.

5. Approve Previous Meeting Minutes

5A. Motion by Wynveen, second by Branch to approve the Chaska Park Board meeting minutes of February 9th, 2021.

Roll Call for Approval

6. Receive Council and Planning Meeting Minutes

6A. Council Minutes January 25th

6B. Council Minutes February 1st.

7. Action Items

7A. Recommend Consulting Firm to Develop Pedestrian and Bicycle Master Plan

Grange brought the board up to speed on progress made surrounding this project since the last meeting.

Tonight, we will need to make a recommendation to the Council on a consultant to move this forward. I am excited about this project, this is capable due to the partnership with Carver County, and funding available via the SHIP grant. That agreement was approved by Council a couple months ago. This RFQ proposal was sent out to four entities. We got back two good proposals.

One was from Community Design Group, Antonio Rosell, in partnership with WSB and the other one was from HKGi.

Grange shared his feedback on the proposals, he is recommending Community Design Group/WSB and explained why. They have a vast amount of experience, plus advantageous to bring on WSB for the engineering background. WSB is currently actively working with Carver County on their Reginal Trails Master Plan. They also assisted us with our pilot project when we designed the Orange and Green lines on the trails. The fact that the 6 E's approach was addressed in their proposal was good as well. That is ultimately the direction we are going, so by utilizing this approach it aliens nicely.

Lastly, the fee proposal, CDG came in lower. Both proposals initially came in overbudget. Grange asked both groups to reevaluate their proposals and to what degree that would impact their proposal. Hoisington would have needed to cut out a few items to bring their fees down. We do have to be mindful of the budget we have. So CDG was favored.

We are excited to embark on this project. Walkability and bikeability can provide a vibrance to our community. We already have a good start with the great trails we have. Therefore, Grange is recommending CDG. Grange opened meeting up for questions.

Keyport-Asked about the opportunity to inquire on additional funding opportunities via Carver County. Grange shared that Pat Stieg, from Carver County, mentioned that if additional funding needed is $10,000 or more, they cannot help. But if the consultant can justify the $5,000 difference, maybe Carver County could justify an increase. It was also suggested to work with the City to see if additional funds there.

Downs-There approach to this is spot on. Their fees where on a not to exceed basis, so that is good, we do not want to jeopardize the quality of the plan. We want this done right. Maybe some of the staff can assist more than the contractor and save dollars.

Branch-I agree with you, his thoughts aligned. They have a lot of experience and being in the know with Carver County. $10,000 is a lot of money, yes, but it is important to do this plan, to not get it done right would be a shame.

Wynveen-noticed with the "existing" review and analysis staff already has done, maybe they can utilize staff more for those other areas to help keep fees down. Grange, yes, as we get into this more, staff will help. Will see shifting hours, fees etc.

Downs-breakdown of hours in the categories, it is not a lot, so not really seeing any concern. If they can get down to $45,000 seems doable.

Wynveen-With our goal of becoming a Bike Friendly city, this is going to help get us to meeting that criteria and goal. Also really like the focus on community engagement.

Grange-the recommendations that will have investments in the future also. Honing in on the engineering and the cost of infrastructure on-going and the prioritizing of that will be useful.

Motion by Saueressig, second by Keyport for Park Board to recommend to Council approval of Community Design Group/WSB as consultants for the Pedestrian and Bicycle Master Plan.

Roll Call, Branch, Keyport, Saueressig, Wynveen, Downs.

Grange will work to get this on the Council Agenda for next week. Then will work on finalizing the agreement with CDG. The April meeting will be with CDG as well as the Bike Friendly Steering committee. We will kick off the project and help to better understand the process and address any questions. Also, you will get to know the consultant from CDG, Antonio Rosell.

7B. Appoint Park Board Member to Serve on the Bicycle Friendly Community Committee

Liz Wynveen volunteered, Downs to backup. There will be monthly meetings with the existing committee members. There will also be the opportunity to get involved with the community engagement piece as well. You will be relied on to bring updates back to the board monthly.

8. Discussion Items

8A. Community Center Update

Grange shared recent updates:

He spoke to the recent recommendation from the Department of Health on the new variant. He got word of it this past Friday that there is confirmed cases here in Chaska, thus they are suggesting a two week pause on certain areas. He has spent a lot of time on this. He and Podhradsky had a meeting today with the schools and Carver County Public Health. He has gained some insight on where these outbreaks area occurring. The larger thing to share is that throughout the State thus far, there are 6 outbreaks. 5 of which are in Carver County. Of those, 4 of those 5 are in or at gyms or fitness centers, tied to the younger population. Which is why they are suggesting the pause on youth sports. It seems to be dominant in hockey and wrestling. Breakaway Academy as well as CCHA are impacted. This is the variant B117 from Europe. Where they have closed schools again and are in another lockdown. It is more severe as well as more contagious. It seems isolated to Carver County thus far, but the thought is it has spread already into other communities. A lot of our youth sports are traveling teams and playing in other communities. It is just a matter of time before it actively spreads.

The city's Emergency Operations Command (EOC) has followed the CDC recommendations through this pandemic. So, we are putting a pause on the components here that provide access to youth sports as suggested. Primarily, the arena, open gym, and open skate for youth. We also asked Breakaway to pause their phy ed classes for now and notified the dance group to pause as well. This also applies at the curling center with the youth curling activities.

We will continue discussion with Carver County PH as far as the continued course of action. Anticipating this two-week pause, then an update next week on moving forward.

Grange, we all have Covid fatigue…Things were looking positive and at same time the vaccine is rolling out. Somehow, we have to put a stop to the new variant with this pause. We are doing our part, but we end up in difficult discussions and decisions. We had 2 options, do what we did, and pause things, which upset our user groups. Or we could have done nothing and put it on the user groups to do the right thing on their own and pause. But that was not going to happen. Some said they would go to other facilities to continue playing. If we had stayed open for them, it would spread more and create more outbreaks, which would put us in a bad light as well. It is important we be consistent as we have all along with the CDC, PH, and the school district. We all have to work together on this. We are doing the best we can.

Downs-it is the right thing to do. No one should question things. Saueressig you guys are doing a great job. Grange, we have had financial hits already from this, now another pause, losing revenue again. It also is difficult to explain to others when it is the Dept. of Health's directive. It should have been a mandate. When it is a recommendation, it can be interpreted differently by others. With user groups going elsewhere to play that does not help either. From a community health perspective, it only works if all are a part of this.

We will see over the next couple weeks what happens. Saueressig, what is the publics feedback and perspective on this? Grange, our members appreciate us following the recommendations. The hockey groups were disappointed. Breakaway hockey is a lease tenant; they were not happy. By not offering a space for their phy ed class, it was a challenge for them. Phy Ed is different than a sport but both are activities, and both were part of the CDC's and PH recommendation.

Keyport-how do we come to the end of this recommendation? Team testing? Taking temps? How does it come to an end? Grange, great question. Additional testing sites were opened, recommending youth get tested frequently, weekly. But not sure on what the criteria is to stop the pause. Even though our members are supportive of us, we have had member cancelations again. So here we are again, do we refund or not…Downs, rather than refund, can you extend memberships? Yes, that is what we did last time. Wynveen, so no one can use these areas? Or are some still allowed? Adults can still be in these activities and classes are still running. It is just a pause for youth group activities and arena sports. They can still come in and do cardio and weights as equipment is spread out. It did also impact our group daily fitness classes. Our lease tenants, Breakaway Academy, Alphabet Junction, the Arts and Treks/Trails are all still operating. We will see what happens with recommendations next week.

On a happier note, the Community Center had their 30-year anniversary on Feb. 19th. We held a 30% off membership sale on annuals, 230 were sold. A great turnout and was very encouraging for staff to see! It was a hectic day, they sold almost 15 memberships per hour! Kudos to the staff, as were very busy that day. This was a good response; the message is people are feeling ready to come back. We still have a long road to go but this was a big success. It really lifted the staff's spirits!

CCC Master Plan-still working on putting the RFP together. It will take some time. Behind the scenes we are working with Baker Tilly on establishing baselines for the true cost to operate the facility i.e., cost per square foot, allocation of costs, putting a definition to the various programming that occurs, which programs should be tied to the CCC budget and which should be tied to the recreation program budget, which is a general fund budget. The majority are currently funneling through the CCC budget which has been a burden, especially being an enterprise fund. Also having conversations on reallocating program costs and/or splitting costs. As shared before, currently on average we spend around $30 per capita for recreation programs vs. other cities having more like a $130 per capita. We will continue to work and move forward on this so when we hire the consultant some of this background data is done and in place for them to review to help them move this forward.

Arts-Work has been happening with the Arts Consortium behind the scenes to get financial pieces set up. System work for the financials and programming. We also set up spreadsheets for tracking expenses and financial costs to help determine the net and 50/50 split. Thanks also to the staff for their help with this, it took a lot of time.

We are also starting to see some programing come out. Currently they are offering a free empowerment program aimed at bringing the community together and getting to know each other. Take a look at it online. Their new exhibit just went up as well, so come in and check it out!

8B. Curling and Event Center Update

Curling leagues are going strong, currently are finishing up Winter 2 leagues. Playoffs start April 5th. The Curling Center recently hosted a big fundraising event, was exciting to see that gathering occur. Krista is also starting to see more interest in Event Center rentals, as well as more interest in Corporate Events. They are calling, so hoping to see more movement there as well as in the Crooked Pint.

8C. Recreation Program Update

You will start to see some activities happening in the Lodge. We are hoping with most of the senior's getting vaccinated and the recent message out from the CDC that seniors who are fully vaccinated can come together without masks (?). We will hear more from the Governor on that. Will be good to see folks gathering in there, it has been closed since the beginning of all this. The socialization and resuming of activities for them is huge.

Fire and Ice-This typically occurs in July, however, this year we are moving it to Oct. 15-17th. This is one of the last available dates in the Event Center, we feel good about it that it will be further out and still hopefully have good weather. We had a kickoff meeting last week, a highlight for this year, we will partner with the fire department as they are celebrating their 150th anniversary this year. More to come!

Recreation program staff are working hard on putting summer programming together. Also wanted to mention that the full-time staff are all still working the front desk of the CCC, this is to help minimize the hit to the CCC budget. Not many of our part-time staff have been recalled yet. There are lots of shifts up there to cover. As we grow membership moving forward, conversations on how we decide to call back the part time staff will occur.

8D. Capital Improvement Project Update

Saueressig, shared that he noticed lots of work happening at Lake Grace on brush and tree removal. The size of the big tree that was removed, was incredible. Jung shared with Grange that they had to go old school with removal, they climbed up the tree and cut off bit by bit. There are a few more areas to do additional removal. The bridge is currently being built off site. With road restrictions in place, we will see when that is lifted to move forward. Still targeting a June completion.

Cortina Woods Neighborhood Park

As shared last month, we will be working on a park renovation there this year. We submitted an informational letter and survey to the neighborhood. It was also posted on-line. We got a good response, 56 households. The deadline was yesterday, Grange shared some of the initial data. In general, 54% of those responding use the park 2 times a month, the other 50% use it weekly to some degree. The interesting thing I was surprised by, the 17.8% that never use the park, that they even responded. A lot to think about with that response.

Some common themes: get rid of the pea rock and provide shade as well as additional picnic tables. We also gave them some examples of what we typically put in parks, along with some new ideas, i.e., concrete back toss, concrete ping pong. We are trying to aim at increasing adult/senior usage in the park as well, so asking what they would like to see. We will be following up with Public Works on the responses soon and moving forward with a consultant to design a couple drawings. We are anticipating a public meeting at the park in May, then come to some conclusions and build out in September.

Keyport-suggested the idea of community gardens to bring youth and adults together. Discussions pursued on water sources. Sometimes communities can gather and bring water, rainwater collection, or set up a feeder to the swamp. More discussion would need to come on that.

8E. Park Board Applicants

We did receive 3 more applications; Council will interview next week. They should be able to interview and appoint them that same night. We could have 3 new members come on next month. We will keep you posted on this.

9. Other Business

9A. Board Reports

Wynveen-Question on timeline for the spring/summer activities program mailer. Grange explained that staff are still working on it. Up to this point, we have been programming month to month. Now we are going out a bit further with a summer package. We also are shifting how we will be doing the activity guide; in the past we have hired it out. This has been a significant cost to do, including the cost to mail. Covid presented an opportunity to bring in house, a couple staff who have a passion for this kind of thing are willing to take it on. We intend to print them but will not mail them, we will have designated locations throughout the community to pick one up. We may send out a simple post card sharing that they are out and where to find them. Another one of our cost reduction strategies. Most of the programming should be out end of March/Early April.

10. Adjourn

Motion by Saueressig, 2nd by Branch

Roll Call by Downs

- MINUTES -
CHASKA CITY COUNCIL
February 22, 2021

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

5. Visitor Presentation
5.A. Update on Recruitment Efforts
Police Chief Seibert provided the Council with an update on recruitment efforts.

City Administrator Podhradsky spoke further regarding recruitment.

Councilmember Hubbard inquired after the relationship between the City and instructors at feeder schools.

Police Chief Seibert stated that it could be improved.

Councilmember Huang asked how wide geographically the recruitment net is cast.

Police Chief Seibert provided detail regarding the geographic recruitment area and stated that improvements can be made.

Councilmember Hubbard inquired what percentage of CSO's and Police Explorer participants become sworn officers.

Police Chief Seibert estimated that percentage.

Councilmember Grau shared his thoughts regarding recruitment efforts.

City Administrator Podhradsky also provided comment regarding efforts to increase the recruitment pool.

5.B. Local Education Advocacy Group - Team 112
Zach Saueressing with Team 112 provided an update on the goals and plans of Team 112.

Mayor Windschitl shared thoughts on the 2019 referendum and noted that conflicting information in the proposed referendum is confusing.

The Council Meeting lost audio for six minutes.

Mr. Saueressing and the Council continued discussions regarding the local public schools.

Councilmember Grau thanked Mr. Saueressing and Team 112 for their work.

Councilmember Hatfield asked if the connection series discussions will be posted.

Mr. Saueressing stated that highlights would be posted to the website after editing and noted these were meant to be town hall meetings, but with the pandemic have had to become virtual events.

5.C. A.C.T. United Community Awareness to Action Conference
Jessica Bartholomew, Executive Director with ACT United, provided an update regarding current issues with youth in relation to sexual exploitation. She invited the Council, Staff, and residents to attend the webinar series this week for the 7th Annual Community Awareness to Action Conference and provided details regarding the conference.

The Council thanked Ms. Bartholomew and ACT United for their efforts in the community.

6. Minutes
Motion by Councilmember Grau, second by Councilmember Hubbard to approve the minutes of the February 1, 2021 City Council meeting.

Councilmember Hubbard noted a typo in the meeting minutes regarding PPP Loans. City Administrator Podhradsky stated that would be corrected.

Motion carried.

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

A. Adopt Ordinance 992, Amending Chapter 2, Section 2.24 Human Rights Commission
   Motion to approve Ordinance No. 2021-992 amending Chapter 2, Section 2.24 Human Rights Commission to allow for youth member between the age of 16 and 20 to a 1-year term and approve the updated Commission handbook to reflect the change and other updates needed.

B. 2021 Full and Part-time Pay Classification
   Motion to approve the 2021 Pay Classification Plan.
C. Authorize Engagement for Audit of 2020 Fiscal Year
   Motion to authorize the Mayor and City Administrator to sign an audit engagement letter with MMKR for audit of the fiscal year ending December 31, 2020 and authorize the Administrative Services Director / Treasure to sign a Non-Attest Service Documentation Form for the 2020 Audit.
D. Adopt Resolution 2021-8, Support for the Arboretum Area Transportation Plan
   Motion to approve Resolution No. 2021-8, supporting the Arboretum Area Transportation Plan.
E. Adopt Resolution 2021-9, Support for the Highway 10 Corridor Plan
   Motion to approve Resolution No. 2021-9, supporting the Highway 10 Corridor Plan.

Motion carried.

8. Action Items

8.A. 2021 Union Contracts
City Administrator Podhradsky presented the item to the Council.

Councilmember Huang asked what the requirements are for using cellphones for personal items.

City Administrator Podhradsky explained staff will go back to having a phone for City-use and can use their own personal cell phone for personal use.

Councilmember Hubbard asked for further clarification for Article 7 under the grievance process.

City Administrator Podhradsky detailed the change in that language in the sergeant contract.

Councilmember Grau inquired how the uniform allowance works with the retroactive nature of the contract.

City Administrator Podhradsky provided further clarity regarding that situation.

Councilmember Grau asked if the compensation for uniform allowance is taxable.

City Administrator Podhradsky stated it is.

Motion by Councilmember Huang, second by Councilmember Hatfield to adopt Resolution No. 2021-7 approving employment contracts for 2021 between the City of Chaska and Teamsters Local 320, LELS Local 210, LELS Local 447 and LELS Local 385, with these agreements becoming effective January 1, 2021. Motion carried.

8.B. Adopt Resolution 2021-7, Resolution Calling for a Public Hearing on the Establishment of TIF District No. 24 Chaska Creek Industrial
Assistant Administrator Kabat presented the item to the Council.

Motion by Councilmember Hubbard, second by Councilmember Huang to adopt resolution calling for a public hearing on the establishment of TIF District No. 24 Chaska Creek Industrial. Motion carried.

Jay Moore with Oppidan thanked the Council for moving this project along.

9. Bills
9.A. Accounts Payable Council Roster 2-22-2021

The Council requested further information about bills on pages 4, 24, and 32.

City Administrator Podhradsky provided further information regarding those bills.

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 2-22-2021

Councilmember Grau:
- Congratulated the Chaska girls' basketball team for being seen by ESPN as an "also considered" team for the top 25 teams in the nation.

Councilmember Huang:
- Thanked those who volunteered at the food distribution event on the 18th.
- Noted there is a food distribution event on March 11, 2021 at the old Gedney factory.
- Noted there is a Fair for All food event on February 25, 2021 at Crown of Glory.
- Reported that Guardian Angels is closing and noted that he is sad to see that happen.
- Commented that the healthcare company used by the City is a great company.

Councilmember Hubbard:
- Noted she attended the food distribution event on the 18th and that it was well attended.
- Updated the Council regarding the 21 Day Racial Equity Challenge that she participated in this month.
- Noted she was invited to listen to a racial justice event with speaker Brian Stevenson that was very interesting.
- Noted her sorrow at the passing of Barb Colhapp and offered her condolences to her family and friends. The Council also noted that Barb will be missed.

City Administrator Podhradsky:
- Provided an update regarding the Federal stimulus package that is going through and how the City will benefit.

Mayor Windschitl:

- Noted the Council has a work session on Monday, February 1.
- Recognized the work that Staff did to secure vaccinations for a portion of the senior population in Chaska. City Administrator Podhradsky updated the Council regarding Ridgeview's plan to secure a percentage of vaccines for those residents that have difficulty with technology and rides.
- Noted the great strides made in the train siding issue that was brought up earlier this year. City Administrator Podhradsky provided further information regarding discussions for silent crossings.
- Noted Fire and Ice is slated to happen in October, which would coincide with 150th Anniversary of the Chaska Fire Department.

11. Adjourn

Motion by Councilmember Huang, second by Councilmember Hubbard to adjourn the meeting at 9:13 pm.
Motion carried.

- MINUTES -
CHASKA CITY COUNCIL
March 15, 2021

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; Marshall Grange, Parks and Recreation Director; Liz Hanson, City Planner; Luke Melchert, City Attorney; Nate Kabat, Assistant Administrator; and Matt Podhradsky, City Administrator.

4. Adopt the Agenda
Councilmember Huang requested the addition of item 8.C to discuss Park Board appointments.

Motion by Councilmember Hubbard, second by Councilmember Hatfield to adopt the amended agenda. Motion carried.

5. Visitor Presentation
5.A. COVID Update

City Administrator Podhradsky provided a brief COVID update.

Parks and Recreation Director Grange noted the Department of Health's recommendation to shut down Community Center activities for two weeks was a strong recommendation.

Mayor Windschitl briefly recapped the emergency EOC meeting discussions that were held regarding this recommendation.

Councilmember Hubbard inquired if the source of the variant spread was determined.

City Administrator Podhradsky stated it has not been determined whether it was group fitness or youth sports and spoke further about discussions with the Department of Health regarding this variant.

6. Minutes
Motion by Councilmember Hubbard, second by Councilmember Hatfield to approve the minutes of the February 22, 2021 City Council meeting. Motion carried.
7. Consent Agenda

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

A. Adopt Ordinance 993, Amend Chapter 1, Section 1.12.010 General Penalty for Violation Penalty of Code
   Motion to approve Ordinance No. 2021-993 Amending Chapter 1, Section 1.12.010 General Penalty for Violation of Code.
B. Accept the Public Improvements for Club West 7th Addition
   Motion to accept the public improvements in Club West 7th Addition as municipal facilities and adjust the letter of credit accordingly.
C. Accept the Public Improvements for Club West 8th Addition
   Motion to accept the public improvements in Club West 8th Addition as municipal facilities and adjust the letter of credit accordingly.
D. Accept the Public Improvements for Club West 9th Addition
   Motion to accept the public improvements in Club West 9th Addition as municipal facilities and adjust the letter of credit accordingly.
E. Appointment of Human Rights Commission Chair and Vice-Chair
   Motion to appoint Sarah Carlson as Human Rights Commission Chairperson and to appoint Celi Haga as Human Rights Commission Vice-Chairperson.
F. Authorize Equipment Lease Agreement with MMPA
   Motion to authorize the Mayor and City Administrator to sign an Equipment Lease Agreement with MMPA.
G. Adopt Resolution 2021-12 Chaska Creek Center - Phase 2 Street and Utility Improvements
   Motion to approve Resolution #2021-12 Accepting the petition for Phase 2 of the public improvements for Chaska Creek Boulevard, and ordering preparation of construction documents.
H. Approve the Wetland Replacement Plan for Chaska Creek Industrial Center
   Motion to Approve the wetland replacement plan for Chaska Creek Industrial Center.

Motion carried.

8. Action Items

8.A. Adopt Resolution 2021-10 and Resolution 2021-11, PUBLIC HEARING: Approve the Right of Way Vacation, Final Site & Building Plan and Final Plat for Chaska Creek Industrial (Chaska Creek Center 3rd Addition)/Oppidan/PC #2021-02
City Administrator Podhradsky introduced the item to the Council.

City Planner Hanson presented the item to the Council.

Mayor Windschitl inquired if the City owned this property and what happens with vacated portion.

Community Development Director Ringwald provided further information regarding the process of ROW vacation.

Mayor Windschitl opened the public hearing at 7:32 pm.

Mayor Windschitl closed the public hearing at 7:34 pm.

Motion by Councilmember Huang, second by Councilmember Grau to adopt Resolution No. 2021-10 to approve the Right of Way (ROW) Vacation for 10 feet on the Northwest Corner of Creek Road and Chaska Creek Boulevard. Motion carried.

Motion by Councilmember Hatfield, second by Councilmember Huang to adopt Resolution No. 2021-11 approving the Final Site & Building Plan and Final Plat (Chaska Creek Center 3rd Addition) for two industrial buildings in Chaska Creek Business Center (PC #2021-02). Motion carried.

<u>8.B. Pedestrian and Bicycle Master Plan Consultant</u>
City Administrator Podhradsky introduced the item to the Council.

Parks and Recreation Director Grange presented the item to the Council.

Mayor Windschitl inquired if Community Consulting and WSB has ever partnered before.

Parks and Recreation Director Grange stated that he believes they have.

City Administrator Podhradsky commented on the item and noted the recommendation of a Council member sitting on the task force.

Councilmember Hubbard noted she would be interested in doing so.

Councilmember Grau inquired where the SHIP dollars come from.

City Administrator Podhradsky stated they come from the State Department of Health.

Mayor Windschitl asked what initial steps from this plan Staff would like to see.

Parks and Recreation Director Grange went into some detail regarding wayfinding as being a key component to start with.

Councilmember Huang inquired what some recommendations have been to other cities implementing their plans.

Parks and Recreation Director Grange provided further information regarding those recommendations.

The Council shared their thoughts on the item.

Motion by Councilmember Hubbard, second by Councilmember Grau to direct Staff to enter into contract with Community Design Group and WSB. Motion carried.

Motion by Councilmember Huang, second by Councilmember Hatfield to appoint Councilmember Hubbard to be the Council representative on the steering committee. Motion carried.

8.C Park Board Appointments
City Administrator Podhradsky introduced the item to the Council.

Motion by Councilmember Huang, second by Councilmember Hubbard to appoint Donelle Heieie as a Park Board Member, Karli Cich as the first alternate, and Thomas Massey as the second alternate. Motion carried.

9. Bills
9.A. Accounts Payable Council Roster 3-15-2021

The Council requested further information about bills on pages 5, 9, and 30 and regarding CARES reimbursements.

City Administrator Podhradsky provided further information regarding those bills and gave further information regarding the use of the CARES money.

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. Bi-Weekly Report 3-15-2021
10.B. Other Reports
    10.B.i. Financial Reports-January

Councilmember Huang:
- Noted the food distribution event on March 11 went really well and thanked all those who put these on and volunteer their time.
- Provided a brief update regarding SouthWest Transit.

Councilmember Grau:
- Requested a reminder regarding where in the application process the transitional housing project across from the municipal garage is. City Administrator Podhradsky explained where the project is in the process.
- Requested an update on how the federal stimulus will affect the City. City Administrator Podhradsky summarized how these funds will affect the City.

Councilmember Hubbard:
- Noted a resident contacted her with concerns regarding illegal dumping of yard waste. City Administrator Podhradsky briefly spoke to the issues this common practice can create.

- Encouraged residents to drive slower.

Councilmember Hatfield:
- Noted it is Women's History Month.
- Noted the American Legion Auxiliary will be putting on a drive-thru event at the VFW on April 3 from 10-11:30. The first 1000 kids that come through will receive a bag.

Assistant Administrator Kabat:
- Noted there is a stuff-the-bus event on March 21 organized by the Chaska Cares team and gave details regarding the event.
- Reported SouthWest Transit is engaging with Minnesota Valley Transit Association to do a long-term joint-planning study. He noted virtual focus groups will be held on March 24 and March 25 from noon-1pm and that there will be online questionnaires as well.

Parks and Recreation Director Grange:
- Reported there is an Empower Community Workshop via Zoom put on by the Parks and Recreation Department and the Carver County Arts Consortium starting Thursday, March 18. Sign-ups are located on the City website.

City Administrator Podhradsky:
- Noted the next Council meeting is April 5, 2021.

Mayor Windschitl:
- Asked folks to be responsible on St. Patrick's Day.

<u>11. Adjourn</u>
Motion by Councilmember Hatfield, second by Councilmember Hubbard to adjourn the meeting at 8:46 pm.
Motion carried.

CHASKA PLANNING COMMISSION
MINUTES
JANUARY 13, 2021

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 could still be involved in the meeting and discussions.

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

Members absent: None

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

3. Adopt the Agenda
Motion by Commissioner Olson, second by Commissioner Brass to adopt the agenda as presented. Roll Call Vote: Ayes – all. Motion carried.

4. Visitor Presentation
There were none.

5. Minutes
Motion by Commissioner Lacey, second by Commissioner Sailer to approve the Minutes of the Dec 9th, 2020, Planning Commission meeting Minutes.
Roll Call Vote: Ayes – all. Motion carried.

6. Consent Items: None

Action Items:
HYPERLINK "javascript:loadAgendaItem(3738,false);" 7.A. CONTINUED FROM DECEMBER 9, 2020: Approve the Preliminary Plat and
Rezoning for Harvest West 3rd/Tradition Development/PC #2020-22

City Planner Liz Hanson presented item to the Commission including the changes since December 9, 2020.

Commissioner Sailer stated that he is very pleased with the changes that have been made since December 9, 2020. He asked if there were plans yet for where the sod line will be in the backyard.

City Planner Hanson stated that if they wanted to, they could put in fencing and sod up to the limit. She stated that the developer could comment on how they envision the longer lots and if their intent to fully sod them out.

Pat Rossi, stated that they are also very happy with how this turned out when they reduced the manor lots and noted that there are about 8 homes that will have tremendous views of the creek. He noted that there is a lot of elevation down that way and does not think it will be sodded the whole way because it would be difficult to mow. Their initial discussion was to seed that area with a native prairie mix that is a low maintenance type of turf.

Commissioner Urbanski stated that he has walked the property over the last month and could not really envision a 25-foot retaining wall. He stated that when he saw the changes that removed the retaining wall and the other changes they are proposing, he was very pleased. He expressed his appreciation to Traditions for making those changes and stated that he thinks the changes will help both the City and the development look nicer.

Commissioner Brass stated that he agrees and noted that he was more of an opponent last month with regard to the retaining wall because he felt it was both a safety and upkeep issue. He stated that he was extremely pleased to see the changes that are being proposed.

Commissioner Rylee thanked the developer for addressing the Commission's comments and input from December. He stated that he is impressed that they turned it around as quickly as they did especially over the holidays. He stated that he thinks the proposed plans will be a win/win and he would support it.

Chair Dahlke stated that he will echo what has already been said. He stated that he believes the developer did a great job and listened to the Commission and came back with a sensible alternative that he likes.

Mr. Rossi stated that it was a significant change but, in the end, he believes it has all worked out for the best.

Motion by Commissioner Urbanski, seconded by Commissioner Olson, to recommend the City Council approve The Harvest West North Preliminary Plat for a 92-lot subdivision on 48 acres of land in the SW Chaska Growth Area, subject to the following conditions:

1. Approvals shall be based on the following graphic exhibits:
    a. Project Narrative (pgs 1-6), prepared by Tradition Development, dated November 25, 2020
    b. Tree Damage Assessment (pgs 1-16), prepared by Heritage Shade Tree, dated October 29, 2020
    c. Cover Sheet, prepared by Alliant Engineering, Inc., dated January 4, 2021
    d. Existing Conditions (pgs 1-2), prepared by Alliant Engineering, Inc., dated May 2, 2018
    e. Tree Preservation Plan (pgs 4-5), prepared by Alliant Engineering, Inc., dated January 4, 2021

f. Preliminary Plat (pgs 6-10), prepared by Alliant Engineering, Inc., dated January 4, 2021
g. Site Plan (pgs 11-15), prepared by Alliant Engineering, Inc., dated January 4, 2021
h. Grading and Drainage Plan (pgs 16-20), prepared by Alliant Engineering, Inc., dated January 4, 2021
i. Erosion and Sediment Control Plan (pgs 21-25), prepared by Alliant Engineering, Inc., dated January 4, 2021
j. Grading Profiles (pgs 26-27), prepared by Alliant Engineering, Inc., dated January 4, 2021
k. Storm Sewer Plan (pgs 28-32), prepared by Alliant Engineering, Inc., dated January 4, 2021
l. West Pond Drainage Detail (pg 33), prepared by Alliant Engineering, Inc., dated January 4, 2021
m. East Pond Drainage Detail (pg 34), prepared by Alliant Engineering, Inc., dated January 4, 2021
n. Utility Plan (pgs 35-39), prepared by Alliant Engineering, Inc., dated January 4, 2021
o. Landscape Plan (pgs 40-45), prepared by Alliant Engineering, Inc., dated January 4, 2021

2. Adherence with the City Engineer's Memo dated January 13, 2021.
3. Provision of a storm water management plan meeting City and Carver County WMO standards.
4. Prior to final plat approval, developer shall enter into an agreement with the City for the provision of necessary infrastructure and associated development costs.
5. Provision that stormwater ponds, creek areas, wooded steep slopes, and wetlands will not factor into the parkland credit given.
6. Compliance with the City's existing anti-monotony housing policy.
7. Provision that street names are reviewed and approved by the Fire Department prior to recording of plat.
8. Provision of a 60 feet Right of Way width for all local streets.
9. Adherence to the City's Boulevard Tree Policy and local street section design.
10. Provision of sidewalks on both sides of all local streets.
11. Provision that sidewalk is removed around the bulb of the cul de sac for Red Cedar Drive, unless otherwise approved by the Public Works Director.
12. Provision of a pedestrian connection at the east development entry for the full extent of Farm Hill Boulevard to connect into the public park as shown on the preliminary plans.
13. 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.
14. Provision that screening on Savanna Way will be provided in the form of landscaping and berming, and consistent with the screening on the east side of Savanna Way.
15. Provision of a safe pedestrian connection at Farm Hill Boulevard 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.
16. Provision that Outlot J is privately owned by the HOA with drainage and utility easement over entirety.

17. Provision that retaining walls that are structural walls will need to be engineer designed prior to release of a grading permit.
18. Provision that the easterly stormwater maintenance access is approved by the City Engineer, and to be revised on the final submittal.
19. Provision of obtaining all necessary wetland approvals at time of final plat approval.
20. Adherence to the following building setbacks:
    a. Cottage Lots:
        i. Front (house): 20 feet
        ii. Rear: 30 feet
        iii. Side: 5 feet
        iv. Side (corner): 20 feet
    b. Heritage and Tradition Lots:
        i. Front (house): 23 feet
        ii. Front (porch): 15 feet
        iii. Rear: 30 feet
        iv. Side: 10 feet house/5 feet garage
        v. 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. Wetlands: 30 feet
    f. Public Park (rear yard only): 40 feet

Roll Call Vote: Ayes – all. Motion carried.

Motion by Commissioner Brass, seconded by Commissioner Sailer, to recommend approval of the Rezoning from Open (O) to Planned Residential District (PRD-77).
Roll Call Vote: Ayes – all. Motion carried.

7.B. PUBLIC HEARING: Recommend Approval of the Preliminary Site & Building Plan, Preliminary Plat and Rezoning for Chaska Creek Industrial/Oppidan/PC #2020-25

City Planner Liz Hanson presented item to the Commission.

Commissioner Rylee asked about the PMD 20-district and whether it limits the distribution center potential.

City Planner Hanson stated that it does limit that potential through the zoning. She explained that it allows for the typical office or manufacturing warehouse type industrial use with the exception of distribution centers.

Commissioner Rylee stated that parking was mentioned a few times for manufacturing usage and asked if during the development from preliminary to final that additional parking would be incorporated in both locations to cover the contingency in the future.

City Planner Hanson stated that is correct and the City wants them to be able to show how it could be accommodated if manufacturing were to go on the site.

Community Development Director Ringwald explained that typically what you would see is that there would be a bigger user and they would eliminate some of the dock doors and put parking in one of the rear portions of the building. He stated that the City wants to see it so there is a plan out there just to make sure that everybody knows what is expected.

Commissioner Sailer asked about roads and traffic and noted that right now, Chaska Creek Way is a smaller road. He stated that that there may be larger vehicles and trucks traversing to and from these buildings making the turn at Chaska Creek Way onto Chaska Creek Boulevard and across the street may be the heavy-user, Hy-Vee, if that goes through. He asked if the City had thought about how to manage the traffic or encourage going in one way and out another.

City Engineer Matt Clark stated that one thing to consider is that Chaska Creek Way and Chaska Creek Boulevard will be a signalized intersection, so they have looked at this as part of the traffic analysis. He stated that the short answer is yes, that will work, but they do need to go back and work at the truck turning movements and things specifically for this user to make sure it is squared away.

Chair Dahlke stated that it looks like there will be a roundabout at the southern end on Chaska Creek Road. He asked if there were plans to re-do Chaska Creek Road because it is a goat path right now.

City Engineer Clark explained that part of the discussion on Chaska Creek Road is that many of the things that will happen will be driven by sewer. He stated that they have been having many discussions with the City Council about what will happen to Chaska Creek Road and believes the decision will happen relatively soon, but agrees that it is in tough shape right now.

Commissioner Urbanski asked if Chaska Creek Boulevard at the roundabout will turn into Savanna Way.

City Engineer Clark stated that the extension that is shown is ghosted in more for transportation purposes. He stated that Chaska Creek Boulevard, as shown on the exhibit, extends from Engler down to the existing Chaska Creek Road with 212 just to the east and about 100 feet further east is another roundabout that they are planning for the connection at Savanna.

Commissioner Urbanski stated that there have been discussions about the landscaping requirements and knows that the City is trying to put more trees than will fit in this area. He stated that he would hate to plant trees and then have to cut them down in 5 years so other trees survive. He asked if there was a program out there similar to what developers do with wetland credits, where someone could take trees that should go into one project and put them elsewhere where they might be needed.

City Planner Hanson stated that they City has never had a program like that in the City. She stated that this proposal is definitely tough because they have to try to meet all the elements such as trees, ponding, and landscaping.

Community Development Director Ringwald stated that he agrees with City Planner Hanson and noted that buildings of this size are a bit tricky. He stated that this the City will have the opportunity to revisit and think about it. He stated that they are trying to apply the code as it exists today and not try to put them behind a study to re-evaluate it. He stated that he agrees that the City does not want them to plant more trees than will survive, so they are trying to get to the balancing point of how much can be put in there.

Commissioner Rylee asked about the cul de sac on Lot 1, Block 1 and whether that would be the area where the truck movements were evaluated.

City Engineer Clark stated that when the daycare area was looked at, they did an access spacing review for how the industrial park would interact with the daycare and the trip movements for coming in and out. He stated that originally, they were lined up within the cul-de-sac. Since then, the plans shifted the access to the daycare and converts more of the northerly use so there are multiple access points for people to get out. He stated that they looked at all the turning movements for trucks and this access will work.

Commissioner Rylee stated that he feels it just looks awkward because everything for a building of that size is focused through a single entrance on the cul de sac and there is no circulation around the building. He stated that it just looks tight to him and asked if there would be an opportunity for right in/right out off of Engler.

City Engineer Clark stated that is a good point and noted that when they started the discussion on this development they worked closely with the applicant. He stated that the plans, up until today, have included access out onto Engler and more of an ancillary access for this corporate industrial area. He explained that the corridor study that the County is engaging in which notes that the future traffic volumes on Engler will not allow an additional access. He stated that Engler is kind of the new Highway 5 for the southwest suburbs. He stated that the County's policy does not allow it, so he believes the applicants have done their due diligence to make sure that at least truck movements and everything else works. He stated that he does not think that they would be moving forward with this site if they knew that operationally it would not work for them for this use.

Chair Dahlke opened the Public Hearing for comment at 8:11 p.m. There being no public comment, Chair Dahlke closed the Public Hearing at 8:12 p.m.

Commissioner Rylee stated that he is surprised that there are no members of the public at tonight's meeting. He noted that City Planner Hanson had addressed lighting and asked about noise considerations for the property.

City Planner Hanson stated that it is hard to comment on noise when the City does not currently have specific end users identified. She stated that once the end users are identified then the City can get more information from them in terms of the truck traffic amount and hours of operation.

Community Development Director Ringwald noted that the end users will need to meet the State regulations on noise like any other user on any other site. He stated that noise is regulated by the State and noted that the City has tried to address the issues that they can such as lighting, aesthetics, and landscaping without knowing the end user the best that they can.

Chair Dahlke noted that if this is zoned PMD-20, that will take a distribution center out of play, which vastly cuts down on traffic and noise.

Commissioner Brass stated that this is his specialty because he is an industrial broker. He explained that overall he thinks the development looks fairly good as far as the design, parking, and the overall look with multi-tenant purposes. He stated that regarding noise, the average warehouse user is actually kind of quiet. He stated that this is not really set up to be a manufacturing building with the clear height, so he doubts this will attract something like a metal stamper or someone who is making cabinets. He stated that he would suspect it would be some sort of warehousing user and those are relatively quiet.

Commissioner Rylee asked about the noise regulations and what it meant that it would be regulated by the State.

Community Development Director Ringwald stated if someone was concerned about noise, they would go out and do a noise test to see if they are above or below the noise standards. He explained that there are standards for daytime and standards for night time and noted that the City has done this type of testing with other businesses.

Motion by Commissioner Sailer, seconded by Commissioner Brass, to recommend to City Council approval of the Preliminary Site & Building Plan and Preliminary Plat for two industrial buildings in Chaska Creek Business Center, subject to the following conditions:

1. Approvals shall be based on the following graphic exhibits:
    a. Narrative (pgs 1-7), submitted by Mohagen Hansen, dated December 1, 2020.
    b. Chaska Creek Industrial - Additional Items Needed (pgs 1-12), submitted by Sambatek, dated December 30, 2020
    c. Chaska Spec Industrial – Outlot A – Conceptual Floor Plan, submitted by Mohagen Hansen, dated January 6, 2020
    d. Chaska Spec Industrial – Outlot A – Conceptual 3D Images, submitted by Mohagen Hansen, undated
    e. Chaska Spec Industrial – Outlot A – Conceptual Exterior Elevations, submitted by Mohagen Hansen, dated November 23, 2020
    f. Chaska Spec Industrial – Outlot A – Exterior Materials, submitted by Mohagen Hansen, dated December 1, 2020
    g. Chaska Spec Industrial – Outlot A – Diamond Metal Panel, submitted by Mohagen Hansen, dated December 1, 2020
    h. Chaska Spec Industrial – Outlot A – Street Line, submitted by Mohagen Hansen, dated November 30, 2020
    i. Chaska Spec Industrial – Outlot E – Conceptual Floor Plan, submitted by Mohagen Hansen, dated January 6, 2020
    j. Chaska Spec Industrial – Outlot E – Conceptual 3D Images, submitted by Mohagen Hansen, dated November 23, 2020
    k. Chaska Spec Industrial – Outlot E – Conceptual Exterior Elevations, submitted by Mohagen Hansen, undated

l. Chaska Spec Industrial – Outlot E – Exterior Materials, submitted by Mohagen Hansen, dated December 1, 2020
m. Chaska Spec Industrial – Outlot E – Diamond Metal Panel, submitted by Mohagen Hansen, dated December 1, 2020
n. Architectural Renderings (pgs 1-5)
o. Title Sheet (pg C1.01), submitted by Sambatek, dated January 7, 2021
p. Preliminary Plat (pg C2.01), submitted by Sambatek, dated January 7, 2021
q. Existing Conditions (pg C2.02), submitted by Sambatek, dated January 7, 2021
r. Tree Inventory Plan (pg C2.03), submitted by Sambatek, dated January 7, 2021
s. Site Plan – Overall (pg C3.01), submitted by Sambatek, dated January 7, 2021
t. Site Plan – Lot 1, Block 1 (pg C3.02), submitted by Sambatek, dated January 7, 2021
u. Site Plan – Lot 1, Block 2 (pg C3.03), submitted by Sambatek, dated January 7, 2021
v. Grading Plan – Overall (pg C4.01), submitted by Sambatek, dated January 7, 2021
w. Grading Plan – Lot 1, Block 1 (pg C4.02), submitted by Sambatek, dated January 7, 2021
x. Grading Plan – Lot 1, Block 2 (pg C4.03), submitted by Sambatek, dated January 7, 2021
y. Erosion Control Plan Phase I (pg C5.01), submitted by Sambatek, dated January 7, 2021
z. Erosion Control Plan Phase II (pg C5.02), submitted by Sambatek, dated January 7, 2021
aa. Erosion Control Plans Notes & Details (pg C5.03), submitted by Sambatek, dated January 7, 2021
bb. Utility Plan – Overall (pg C6.01), submitted by Sambatek, dated January 7, 2021
cc. Utility Plan – Lot 1, Block 1 (pg C6.02), submitted by Sambatek, dated January 7, 2021
dd. Utility Plan – Lot 1, Block 2 (pg C6.03), submitted by Sambatek, dated January 7, 2021
ee. Landscape Plan – Overall (pg L1.01), submitted by Sambatek, dated January 7, 2021
ff. Landscape Plan – Lot 1, Block 1 (pg L1.02), submitted by Sambatek, dated January 7, 2021
gg. Landscape Plan – Lot 1, Block 2 (pg L1.03), submitted by Sambatek, dated January 7, 2021
hh. Groundcover Plan (pg L1.04), submitted by Sambatek, dated January 7, 2021
ii. Landscape Details & Notes (pg L1.05), submitted by Sambatek, dated January 7, 2021
jj. Photometric – Lot 1, Block 1, submitted by Pulse, dated December 1, 2020

kk. Photometric – Lot 1, Block 2, submitted by Pulse, dated December 1, 2020
ll. Aerial Site Exhibit (pg EX 1.01), submitted by Sambatek, dated January 7, 2021
mm. Overlay Plan – Lot 1, Block 1 (pg EX 2.01), submitted by Sambatek, dated January 7, 2021
nn. Overlay Plan – Lot 1, Block 2 (pg EX 2.02), submitted by Sambatek, dated January 7, 2021
oo. Vehicle Movement Analysis – Lot 1, Block 1 (pg EX 3.01), submitted by Sambatek, dated January 7, 2021
pp. Vehicle Movement Analysis – Lot 1, Block 2 (pg EX 3.02), submitted by Sambatek, dated January 7, 2021

2. Adherence with the City Engineer's Memo dated January 13, 2021.
3. Fire hydrant locations be reviewed and approved by the Fire Department prior to issuance of a building permit.
4. For businesses sharing the same façade, the same or a similar method of signing must be used for all parties desiring to place a sign on the façade.
5. Provision of all proposed signs to meet Section 10 of the Zoning Ordinance.
6. Mechanical equipment for each building to be fully screened from view and to meet Section 9.11.6 of the zoning ordinance.
7. Prior to final plat approval, developer shall enter into an agreement with the City for the provision of necessary infrastructure and associated development costs.
8. Compliance with applicable zoning requirements, in particular Chapter 9 (General Requirements).
9. Provision that all wall mount lighting be mounted no higher than 18 feet, and to be revised on the final plan.
10. Provision of a parking plan to show 1 parking stall per 350 square feet of warehouse space on each site, and to be submitted at final submittal.
11. Provision of prominently coniferous shrubs on the south edge of Lot 1, Block 2, and to be addressed in the landscape plan at final submittal.
12. Provision that additional trees are filled in the highlighted areas noted above, and additional shrubs to meet the landscape requirements, and to be addressed at final submittal.
13. Provision of Lot 1, Block 2's southeasterly drive aisle to meet the required 10-foot setback from property lines, and to be revised on the final submittal.
14. Provision of a maintenance summary of the proposed pedestrian pathways along the stormwater ponds to be addressed at final submittal.
15. Provision of a storm water management plan meeting City, Carver County WMO and any other applicable agency standards.
16. Utility connections to each lot to adhere to City standards and be approved by the City Engineer.
17. Adherence to the City's Boulevard Tree Policy and local street section design, with the inclusion of boulevard trees on the full extent of the south side of Chaska Creek Way up to the full extent of Lot 1, Block 1, to be addressed at final submittal.
18. Provision of a 60 feet Right of Way width for all local streets.

Roll Call Vote: Ayes – all. Motion carried.

Motion by Commissioner Olson, seconded by Commissioner Urbanski, to recommend approval of the rezoning from Open (O) to Planned Multi-Use District (PMD-20).
Roll Call Vote: Ayes – all. Motion carried.

7.C. PUBLIC HEARING: Recommend Approval of the Preliminary Plat and Rezoning for Chaska Bluffs 2nd/DDK Construction/PC #2020-24

City Planner Liz Hanson presented item to the Commission.

Commissioner Urbanski stated that he is reviewing his notes from the last time the Commission discussed this project. He stated that there were a few neighboring properties that were concerned about the grading and asked if the developer had met with those people to address their concerns.

City Planner Hanson stated that the developer met with the homeowner on 4141 Painted Sky Trail to discuss some of their drainage concerns and have started some coordination on how the drainage problem can best be approached.

Commissioner Urbanski stated that in his notes he had a notation about a trail and asked if there was a proposed trail to go down to the Creek Road.

City Planner Hanson stated that in the concept plan she believes it was called out and explained that they had shown a longer extension of the maintenance access to go further into the ravine and wooded area but the City has opted against that in order to keep it more natural. He stated that the maintenance access will still exist but it will not be extended down to Creek Road.

Community Development Director Ringwald explained that the trail was intended, but it was not practical because of the rugged terrain in the area.

Chair Dahlke opened the Public Hearing for comment at 8:36 p.m. There being no public comment, Chair Dahlke closed the Public Hearing at 8:37 p.m.

Motion by Commissioner Lacey, seconded by Commissioner Rylee, to recommend to City Council approval of the Chaska Bluffs 2nd Preliminary Plat for a 17-lot subdivision on the Klingelhutz property in the SW Chaska Growth Area, subject to the following conditions:

1. Approvals shall be based on the following graphic exhibits:
    a. Narrative (pgs 1-8), prepared by DDK Construction, dated December 25, 2020
    b. Phase I Environmental Assessment (pgs 1-105), prepared by Vieau Associates, Inc., dated June 4, 2018
    c. Certificate of Survey, prepared by Sathre-Bergquist, Inc., dated September 1, 2017
    d. Existing Conditions, prepared by Sathre-Bergquist, Inc., dated December 30, 2020

e. Title Sheet, prepared by Sathre-Bergquist, Inc., dated December 1, 2020 and revised December 30, 2020
f. Final Street Plan, prepared by Sathre-Bergquist, Inc., dated December 1, 2020 and revised December 30, 2020
g. Final Sewer and Watermain Plan, prepared by Sathre-Bergquist, Inc., dated December 1, 2020 and revised December 30, 2020
h. Final Storm Sewer Plan (pgs 4-5), prepared by Sathre-Bergquist, Inc., dated December 1, 2020 and revised December 30, 2020
i. Final Grading Plan, prepared by Sathre-Bergquist, Inc., dated December 1, 2020 and revised December 30, 2020
j. Final Erosion Control Plan, prepared by Sathre-Bergquist, Inc., dated December 1, 2020 and revised December 30, 2020
k. City Detail Plates (pgs 8-10), prepared by Sathre-Bergquist, Inc., dated December 1, 2020 and revised December 30, 2020
l. Chaska Bluffs 2nd Addition Tree Survey, prepared by Sathre-Bergquist, Inc., dated December 30, 2020
m. Final Landscape Plan, prepared by Sathre-Bergquist, Inc., dated December 31, 2020

2. Adherence with the City Engineer's Memo dated January 13, 2021.
3. Preservation of the wooded steep slopes, including 30-foot buffer and a 50-foot setback from that wooded steep slope.
4. Provision of a 60 feet Right of Way width for all local streets.
5. Adherence to the City's Boulevard Tree Policy and local street section design.
6. Provision of sidewalks on both sides of all local streets.
7. Provision that all dump areas are cleaned up prior to release of a grading permit.
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. 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.
10. Preservation of trees as noted in the Tree Survey.
11. LP Smartside to be used on front elevations.
12. 4-inch window trim to be used on all windows.
13. All construction traffic to be directed and adhere to the new collector road Savanna Way and be directed through the existing neighborhood by a designated route approved by the City Engineer.
14. Utility connections to each lot to adhere to City standards and be approved by the City Engineer.
15. Provision that no grading will occur in the 30-foot no grade/no mow setback from wooded steep slopes.
16. Provision that erosion repairs in the wooded steep slope delineations and its buffer to be coordinated and approved by the City Engineer prior to any work being completed, and to be addressed during final submittal.
17. Provision of a storm water management plan meeting City, Carver County WMO and any other applicable agency standards.
18. Provision to adhere to the City's Anti-Monotony regulations in Section 9.28 of the zoning ordinance.
19. Setbacks for Chaska Bluffs 2nd shall be as follows:
    a. Front: 30 feet

b. Side: 10 feet house/7 feet garage
c. Rear: 30 feet

Roll Call Vote: Ayes – all. Motion carried.

Motion by Commissioner Brass, second by Commissioner Sailer, to recommend to City Council approval of the rezoning from Open (O) to PRD-78.

Roll Call Vote: Ayes – all. Motion carried.

8.Other Business

8.A. Receive Other Meeting Minutes

8 A.i Receive the Nov 30th, Dec 7th, and Dec 21st City Council Meeting Minutes.

8 A.i.i. Receive the Minutes of the Oct 12th and Nov 9th Park Board Meetings.

8 A i.i.i. Receive the September 21st Draft EDA Meeting Minutes.

Chairperson Dahlke

- Expressed his appreciation to Commissioner Bowe for her work on the Commission. He also expressed his appreciation to Commissioner Cross and noted that she had spent many years working on various City items and stated that she is worthy of a lot of praise.

Commissioner Urbanski

- Gave kudos to staff on how quickly they worked on the railings along Big Woods Boulevard

Community Development Director Ringwald

- Noted that there are 2 openings on the Planning Commission
- There will be a City Council joint work session with all the Commissions that includes training on Social Media, hosted by the League of Minnesota Cities on February 22, 2021.

9. Adjourn

Motion by Commissioner Urbanski, second by Commissioner Olson, to adjourn the meeting at 8:45 pm.
Motion carried.