

Work Session Prior at 5:45 pm-Meadow Park



AGENDA
CHASKA PARK & RECREATION COMMISSION
CHASKA CITY HALL - COUNCIL CHAMBERS & ZOOM
Tuesday, August 8, 2023
7:00 PM

1. Call to Order
2. Roll Call
3. Adopt Agenda
4. Visitor Presentation
5. Approve Previous Meeting Minutes
 - 5.A. Approve the June 13, 2023, Meeting Minutes
6. Receive Council and Planning Meeting Minutes
 - 6.A. City Council Meeting Minutes 6/5/23, 6/26/23, 7/17/23
 - 6.B. Planning Commission Meeting Minutes 5/10/23, 6/14/23
7. Discussion Items
 - 7.A. Community Center Master Plan Update
 - 7.B. Facility Naming Rights Update
 - 7.C. Fall Activity Guide Update
 - 7.D. Chaska Cares Music Fest Update
 - 7.E. Other Department Happenings
8. Other Business
 - 8.A. Round Table
9. Adjourn

Chaska
Parks and Recreation Commission
Meeting Minutes
June 13, 2023

1. Call to Order

The June 13, 2023, meeting of the Chaska Parks and Recreation Commission was called to order by Chair David Downs at 7:00 pm.

2. Roll Call

Attendance: Chair David Downs, Vice Chair Jason Branch, Donelle Heieie, Zach Saueressig, Elizabeth Wynveen, Michael Heuer, Terrence Schwerm, and Samsam Hassan.

Absent: Georgiann Keyport, and Karli Wittner

Staff: Parks and Recreation Director Marshall Grange, Assistant to the Director Mary Monteith

3. Adopt Agenda

Motion by Heuer, second by Heieie, to adopt the June 13, 2023, Meeting Agenda.

Roll Call for Approval

4. Visitor Presentation

None in attendance

5. Approve Previous Meeting Minutes

5A. Motion by Heieie, second by Schwerm, to approve the Chaska Park Board meeting minutes of February 13, 2023.

Roll Call for Approval

6. Receive Council and Planning Meeting Minutes

6A. City Council Meeting Minutes 2/6/2023, 2/27/2023, 3/6/2023, 3/20/2023, 4/3/2023, 4/17/2023, 5/1/2023, 5/15/2023

6B. Planning Commission Meeting Minutes 1/11/2023, 2/8/2023, 4/12/2023

(Planning Minutes 5/10/2023 were not completed)

Intro of commissioners to Samsam Hassan, new student representative

7. Discussion Items

7A. Pedestrian and Bicycle Master Plan Update

Grange gave an update on the City of Chaska Pedestrian and Bicycle Master Plan. Grange shared this was started a while ago during Covid as a means for the City of Chaska to become a designated Bike Friendly Community and to promote more walking and biking. This project was developed and funded with a grant from Carver County. The plan takes a 6E approach: Evaluation, Engineering, Enforcement, Equity, Education, and Encouragement. Staff recently reviewed the plan and provided feedback to the consultant on revisions. Once revisions are back from the consultant, we will send out to the Project Steering Committee and make available to the community for a 30-day review. We will also put out on social media, on our website where residents can comment, as well as intercepting people at our community events.

There also will be a joint work session with the council to overview and provide comment. Then we will formally bring back for final approval.

The plan really is a vision, that could be updated every 10-years along with the city comp plan. The plan provides recommendations that require further evaluation, community engagement and funding. Those will also require approval by council. There are however things we can do right away that are so called “lower hanging fruit”, such as education, enforcement, and evaluation.

As part of the 41-re-construction project, the focus will be on the design of the trail that will be part of the Carver County Regional trail underpass, going east and west, following along the Minnesota River Bluffs trail to Carver. The funding is there, now it is about the design.

Also as shared before, the city was successful in helping secure a grant for Safe Routes to School to be put in on Engler Blvd as did Clover Ridge Elementary School, that plan will start in the fall.

Heieie asked where the regional trail will connect. Grange shared the trail will connect along Audubon by the creek area.

Saueressig asked for more details about the Clover Ridge Elementary School grant. Grange stated the grant was awarded through MNDOT. There will be parent survey's and on-sight surveying. After that, there will be recommendations for programmatic and infrastructure improvements.

7B. Facility Naming Rights Update

Grange stated staff have been working with The Superlative Group as they started phase 2 of our professional services agreement to determine the level of interest in a naming rights partnership with businesses for the Curling and Events Center. Staff reviewed a prospective business list from Superlative, we also met with Chair Downs and Commissioner Saueressig to get their thoughts. Grange then shared the list with the city administrator, the assistant city administrator, and the director of community development. There was good feedback on businesses to add and some to remove. The city administrator then shared the list with the city council for review. Council reviewed it and gave feedback; they were supportive of every business on there and all approved the list. The list has been shared with Superlative, the next

steps are to contact the businesses to let them know of this opportunity and request meeting with them.

7C. Community Center Master Plan Update

Another major project going on. This is a big building; Grange stated the last citizens task force meeting took place in April. At this meeting, city staff presented concept plans to showcase plans for the future of the building and address parking. Working inside an existing large building and trying to make it all fit together and flow, has been a challenge.

Staff considered all the public feedback received, and provided various options to address those areas, including parking, a plan for deferred maintenance, safety and access into the building, more fitness and exercise space, better aquatic space, improving the ice arena space and remodeling the theater space to increase usage.

Grange also shared some objectives that the task force had identified early on, a couple of them were, to maximize existing space before we add on to the building. Create more multipurpose space, and connecting the building to nature, to capture views of the River Valley.

We went through that meeting and shared thoughts and components of the building in terms of renovation and re-programming, what that could look like. There also were the 3 options for parking which we landed on a preferred option that night. In addition, there was a couple other options for expansion on the table, more of a phase 2, that was expansion of the pool, more fitness space on lower area, as well as an option for a 3rd gym on the main level. There was discussion on whether one or both expansions should be included as phase 1 or should we be looking at as a phased approach all together. We didn't get to consensus as it was getting late, so Grange followed up that week with a quick survey to the task force, and asked was what we showed of the overall building plan meeting the mark, the answer was 100%, then we asked if we should include the gym/fitness area in phase 1 and 11 out of the 12 said yes. Then we asked about the aquatics area, only 3 replied include in phase 1.

Grange reached out to the consultant after the meeting to talk through revising the exhibits and modifying expenses to reflect the changes.

We also spent time on the financing options. The option on the sales tax was talked about at great length, is that a strategy we want to consider. At the most recent legislative session all 31 submitted were approved. However, after that session, with the current influx, legislation now has put a moratorium on increased local taxes going forward to better evaluate. Staff will keep an eye on this at the state level.

Grange stated the goal is to share the master plan with the community at the open house on August 9th. There will be stations throughout the facility so citizens can view the drawings and see throughout the building spaces. We also will use the larger community events this summer to help get the word out. Now it is closing the loop, asking if we missed anything. If not, we wrap up the plan and start moving towards the approval processes.

7D. Parks Updates

City Square Park is scheduled to be updated this year. Normally we would like to conduct community engagement. If you recall, we had a joint work session in April, with various groups to review initial plans and thoughts. But as we learned there are restrictions with the updates because it is part of the State Historical Registry and has Native American burial grounds there. Brian Jung has been working with HKGi on plans that would work to restore what exists today and meet ADA Guidelines. That may be all we can do. The plans were sent to these various agencies on May 12 to receive feedback and any concerns. There will be a meeting with these agencies tomorrow to talk further and hear any concerns they may have and better understand how to proceed with planning.

The Lions Park update is complete. The updates include a new park shelter, a new bathroom facility and a cool Lion Fountain. We already had an event there as well! The playground will get done in a couple years.

The Savanna Oaks Park update is nearly complete. They will plant fifty trees in the next week or so, complete the pavement, install benches and the sign. There is a rough-cut of the trail implemented as well. This fall, they will sub cut the trail and put in rock. There is no update on the goats, as the grant was not approved.

Schwerm stated the trails and playground have been used often in the last couple of weeks. He asked about garbage cans and dog waste stations. Grange stated he would follow up on the garbage cans. The City has not provided dog waste stations. Some residents have requested additional tree planting.

Heieie asked when the northern side of the City would be connected to Creek Road and other paths. Grange could not remember details about land ownership for this space. He was unsure of the Savanna Oaks trail connection as well.

Grange shared the most recent rendering of the future SW Chaska Community Park. There will be a community engagement process later this summer or early fall. They submitted a grant for the inclusive/universal playground, with the potential to receive \$350,000 towards this project. The Chaska Rotary is fundraising for the baseball field.

Downs asked for the timeline if we receive the grant for the universal playground. The universal playground would have to be completed early 2025. The grant would not cover the full cost of the universal playground. Grange estimated the cost for the field and playground to be approximately \$2.5 million.

Heuer asked if there would be a school built at the site. Grange shared the location of where the school would be on the southwest corner of the site. Saueressig asked if the school district was a part of this meeting. Grange stated this would be a part of the masterplan process, but the discussions need to still happen. Heieie asked if there was land for them to purchase for the parking lot and playground for the school. Grange stated this would be a cost-sharing opportunity.

The Crooked Pint Patio experienced concrete heaving. The public works team worked on better drainage under the concrete pad. This project is coming along nicely.

Grange shared additional updates. The Concert in the Park series starts on Wednesday. The Farmer's Market at Fireman's Park starts on June 21st from 5-8 PM. Saturday, June 17th, there is a Pride Picnic with ice cream and dancing.

Grange stated youth camps and swim lessons started this week. There are also Yoga and PiYo exercise classes for free at Fireman's Park. The Fire and Ice Community Festival is on July 14 and 15. Teams will come from all over the country to curl. Grange stated they hope different sections on Highway 41 will open in early July prior to this event.

Heieie asked if there were concerns from the Del Web community about the Fireworks. Grange stated he was not aware of any concerns.

8. Other Business

8A. Round Table

Heieie stated she and her husband have taken advantage of the Parents Night Out put on by the Community Center. She's enjoying the programming, It's a gift.

Saueressig asked about the construction of the Loop at the golf course. Downs stated the building completion projection was Labor Day. Saueressig shared he is DJ'ing at the Pride Picnic.

Branch welcomed the new Youth Commissioner Samsam and thanked her for serving.

Wynveen asked what programming is put on for youth golf opportunities, especially with the Loop opening. Grange stated there might be opportunities for Adaptive Programming for Youth Golf. Downs stated there was meant to be opportunities and classes for children at the Loop but was unsure who organized the lessons previously. Grange stated he would look into golf program opportunities. Wynveen encouraged staff to explore this programming opportunity since there are no local options currently available.

Heuer asked about the email sent based on the tire swing. A community member had their child fall through and slip on the tire.

Samsam stated teens would attend movies at the CCC or elsewhere in Chaska if they were good movies. This is all dependent on what movies would be offered. She stated many teens would go see like Superhero movies. Then they wouldn't have to drive out of town.

9. Adjourn Meeting

Motion to Adjourn the June 13, 2023, meeting by Wynveen, second by Branch.

Roll Call to Adjourn at 8:19 p.m.

Next meeting: July 11, 2023

**- MINUTES -
CHASKA CITY COUNCIL
JUNE 5, 2023**

1. Call to Order

The meeting was called to order by Mayor Windschitl at 7:04 p.m.

2. Pledge of Allegiance

3. Roll Call

Roll call was taken. Present: Mayor Windschitl and Councilmembers Grau and Huang.

Absent: Councilmembers Hatfield and Hubbard.

Also Present: Kevin Wright, Communication Director; Elise Durbin, Assistant Administrator; Ryan Seibert, Police Chief; and Jake Saufley, City Attorney;.

4. Adopt the Agenda

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

5. Visitor Presentation

5.A. Growth Through Opportunity Swearing in Ceremony

Police Chief Seibert explained the program gives young people the opportunity to intern around their city and gain valuable job skills. He introduced Christian Meyer and Wesley Parker to the Council.

Jordan Moore, former Growth Through Opportunity participant, said a few words to encourage the new recruits.

Mayor Windschitl swore in Wesley Parker and Christian Meyer.

Assistant Administrator Elise Durbin noted two students were present at the meeting. The students spent the day with City Administrator Matt Podhradsky to learn about the City.

Jackson Sperry and Abigail Oseyan introduced themselves. They stated their day shadowing at Chaska has impacted their future plans.

6. Approve Previous Meeting Minutes

6.A. Approve the May 15, 2023 City Council Meeting Minutes

Motion by Councilmember Huang, second by Councilmember Grau to approve the minutes of the May 15, 2023 City Council meeting.

Motion carried.

7. Consent Agenda

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

A. Human Rights Commission Resignation and Appointments

Motion to accept the resignation of Oana Zayic from the Chaska Human Rights Commission.

Motion to appoint Maryam Ali-Daar to fill the vacancy left Oana Zayic with a first term ending December 31, 2024.

Motion to appoint Rehen LeSueur as First Alternate with a first term ending December 31, 2025.

Motion carried.

8. Action Items

None.

9. Bills

9.A. Accounts Payable Claims Roster 5-6-2023

The Council requested further information about bills on pages 3 and 24.

Assistant City Administrator Durbin 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 Huang and Grau and Mayor Windschitl. Voting nay: None

Motion carried.

10. Other Business

10.A. City Administrator's Report

10.A.i. Bi-Weekly Report 5-6-2023

Councilmember Huang:

- Attended the Memorial Day Service, which had a great turnout.
- Attended Donuts with a Cop.
- Pointed out Food Distribution will be June 15, 2023.
- Noted July 14-15, 2023 is Fire and Ice.
- Stated July 19-20, 2023 is River City Days.
- Noted Farmers Markets starting June 21, 2023 on Wednesdays at Fireman's Park.
- Added he attended a field trip with his fifth grader at Junior Achievement BizTown which was an extremely impressive program about how to be a functioning citizen.
- Stated the ribbon cutting for the SouthWest Transit Station was May 31, 2023. He provided an update on funding SouthWest Transit will receive from recent legislative efforts.
- Congratulated the Class of 2023.

Councilmember Grau:

- Pointed out the upcoming Juneteenth holiday and summarized its purpose.
- Wished the community a Happy Pride Month.
- Noted Saturday, June 17, 2023 will be Chaska's Pride Picnic.

Assistant Administrator Durbin:

- Stated the June 19, 2023 meeting will be moved to June 26, 2023 in light of the Juneteenth holiday.
- Noted the Community Engagement Manager position has been filled by Kevin Wright, and they are backfilling the Communications Coordinator role.
- Provided an update on City Square Park.

Mayor Windschitl:

- Stated the July Council meetings will be July 17, 2023 and July 31, 2023 due to the Independence Day holiday.
- Pointed out the construction has been moving very quickly.
- Provided an update on funding received through recent legislation.
- Noted Farmers Markets starting June 21, 2023 on Wednesdays at Fireman's Park.
- Attended a retirement ceremony at the VFW.
- Thanked the Lions Club and Rotary for planting trees all throughout Chaska's parks.

11. Adjourn

Motion by Councilmember Grau, second by Councilmember Huang to adjourn the meeting at 7:50 p.m.

Motion carried.

**- MINUTES -
CHASKA CITY COUNCIL
JUNE 26, 2023**

1. Call to Order

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

2. Pledge of Allegiance

3. Roll Call

Roll call was taken. Present: Mayor Windschitl and Councilmembers Grau, Hatfield, and Hubbard.

Absent: Councilmember Huang.

Also Present: Matt Podhradsky, City Administrator; Elise Durbin, Assistant Administrator; Nate Kabat, Community Development Director; Liz Hanson, City Planner; Jake Saufley, City Attorney.

4. Adopt the Agenda

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

5. Proclamation

5.A. Chaska Area Fishing with a Friend Veterans Celebration

Phil Honzy, Board Member of Chaska Area Fishing with Friends, introduced himself and explained Veterans Fishing Day is July 11 at Howard's Point Marina in Shorewood.

Mayor Windschitl read the proclamation in full.

6. Visitor Presentation

6.A. Representative Rehm Recognition

Representative Rehm explained some highlights of bills include \$20 million for Hwy 5, \$10 million for 82nd Street improvements, \$5.425 million for City Square West redevelopment, authorization of the levy for the District 112 Transportation Hub, \$300,000 per year to expand international marketing opportunities for farmers, a refundable sales tax exemption for new city building construction, financial support for library expansion, investment to increase the availability of nutritious food for underserved communities, \$4 million e-bike tax rebate, creation of Traffic Safety Council, and \$15 million for solar for school programs.

Mayor Windschitl presented Representative Rehm with a plaque thanking her for work on behalf of Chaska.

Assistant City Administrator pointed out there is a resolution on the Consent Agenda that would promote additional legislation to finish the City Square West redevelopment.

6.B. Tour de Tonka – Jenny Bodurka

Jenny Bodurka, representative of Tour de Tonka, stated the 18th annual event will be on Saturday, August 5, 2023. She shared a number of statistics about the event and pointed out a portion of the ride costs are donated to ICA Food Shelf. A new feature is a medallion hunt.

7. Approve Previous Meeting Minutes

7.A. Approve the June 5, 2023 City Council Meeting Minutes

Motion by Councilmember Grau, second by Councilmember Hubbard to approve the minutes of the June 5, 2023 City Council meeting.

Motion carried.

8. Consent Agenda

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

- A. Adopt Resolution No. 2023-52 to Award Bid for Hill Tower Demolition and Water Main Improvements

Motion to adopt Resolution No. 2023-52 awarding the bid for the Hill Tower Demolition and Water Main Improvements, with the low bid of \$504,180.00

- B. Adopt Resolution 2023-53 - Approving 2023 Performance Measures

Motion to approve adopt Resolution 2023-53 Approving 2023 Performance Measures.

- C. Approve Temporary On-Sale Intoxicating License - Flags and Honor of MN

Motion to approve the Temporary On-Sale Intoxicating License TW 23-03 for Flags and Honor of Minnesota, that allows them to serve intoxicating beverages at their car, bike and tractor fund raising event, on August 5, 2023.

- D. Approve Temporary On-Sale Intoxicating License - Chaska Rotary

Motion to approve Temporary On-Sale Intoxicating License TW 23.04 for the Chaska Rotary Foundation, that allows them to serve intoxicating beverages at Chaska City River Days, on July 28th – 30th, 2023. Adopt Resolution No. 2023-54 Approving the Final Site & Building Plan and Final Plat for Chaska Yards/Carver County CDA/PC #2023-15

- E. Approve Temporary On-Sale Intoxicating License - Chaska Lions

Motion to approve Temporary On-Sale Intoxicating License TW 23.05 for the Chaska Lions Club, that allows them to serve intoxicating beverages at Chaska City River Days, on July 28th – 30th, 2023.

- F. Adopt Resolution No. 2023-54 Approving the Final Site & Building Plan and Final Plat for Chaska Yards/Carver County CDA/PC #2023-15

Motion to adopt Resolution No. 2023-54 approving the Final Site & Building Plan and Final Plat for Chaska Yards (PC #2023-15).

- G. Adopt Resolution No. 2023-56 Amending the Assessment Roll for the 2022 Downtown Street and Utility Reconstruction Project

Motion to adopt Resolution 2023-56 Adopting the Amended 2022 Downtown Street and Utility Reconstruction Project Assessment Roll.

- H. Adopt Resolution No. 2023-57 Approving the Lot Split and Consolidation of 9328 and 9332 Rhoy Avenue/Karrie Shroyer/PC #2023-16

Motion to adopt Resolution #2023-57, approving the Lot Split and Lot Consolidation between 9328 and 9332 Rhoy Avenue, subject to the stipulations included in said resolution and the following conditions:

1. Approvals shall be based on the following graphic exhibits:
 - a. Certificate of Survey and Lot Line Adjustment, prepared by Demars-Gabriel Land Surveyors, Inc., dated March 10, 2023
2. 6,356 square feet is consolidated into Parcel B (9332 Rhoy Avenue)
3. Lot Consolidation is obtained through Carver County
- I. Adopt Resolution 2023-58 Supporting a Capital Budget Request for the City Square West Project

Motion to adopt Resolution 2023-58, supporting an application by the City for a Capital Budget request for the City Square West project.

- J. Adopt Resolution No. 2023-59 Approving Construction Plans for Creek Road Trunk Sewer and Authorizing Solicitation of Bids

Motion to adopt Resolution No. 2023-59, approving the construction documents for the 2023 Creek Road Truck Sewer Extension Street, Utility, and Trail Improvement Project and authorizing the solicitation of public bids.

- K. Approve an Amended and Restated Purchase and Redevelopment Agreement, LHIA Agreement, and LHIA Subrecipient Agreement for the Ernst House/Chaska Yards Redevelopment Project

Motion authorizing the Mayor and City Administrator to:

1. Sign an Amended and Restated Purchase and Redevelopment Agreement with the Chaska Economic Development Authority and the Carver County Community Development Agency.
2. Sign the LHIA Agreement with the Metropolitan Council.
3. Sign the LHIA Subrecipient Agreement with the Carver County Community Development Agency.

Motion carried.

9. Action Items

9.A. Adopt Resolution No. 2023-55 Approving the Preliminary Site & Building Plan for Crown Extrusions at 4035 Norex Drive/Greystone Construction/PC #2023-14

City Administrator Podhradsky introduced the item to the Council and City Planner Elizabeth Hanson provided a presentation on it.

Mayor Windschitl noted his excitement about the project.

Motion by Councilmember Hatfield, second by Councilmember Grau to adopt Resolution No. 2023-55 approving the Preliminary Site & Building Plan for Crown Extrusions (4035 Norex Drive) (PC# 2023-14).

Motion carried.

Mayor Windschitl asked when construction would begin. A representative of the project stated construction would begin this summer.

10. Bills

10.A. Accounts Payable Claims Roster 26-6-2023

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

11. Other Business

10.A. City Administrator's Report

Councilmember Hatfield:

- Noted Fire and Ice will be July 14-15.

Councilmember Hubbard:

- Attended the Pride Picnic, which was a great event. The location was a great fit for the event.
- Thanked the Human Rights Commission and the Parks and Recreation Department for all their work on the event.
- Attended the Math in the Park event at Fireman's Park and checked out the Farmer's Market.
- Participated in Communities of Belonging call.
- Pointed out there have been several posts from the local humane society.

Councilmember Grau:

- Encouraged everyone to be mindful and responsible throughout the Fourth of July celebrations.
- Wished his wife a Happy Birthday.

Assistant City Administrator Elise Durbin

- Noted Hwy 41 will remain closed between 1st and 61, but there will be other access to the downtown area.

City Administrator Matt Podhradsky

- Pointed out next City Council meeting won't be until mid-July.
- Wished his wife a Happy Anniversary.

City Attorney Jake Saufley

- Explained this will be his last meeting with Chaska due to changes in his personal life. He noted this is likely the most fulfilling job he may ever have. He thanked the Council and Staff for their work.

City Attorney Mike Melchert

- Introduced his replacement Christophe Morschen and noted he only practices municipal law. Mr. Morschen is originally from Carver County.

Mayor Windschitl:

- Reminded residents to be mindful of watering practices.

12. Adjourn

Motion by Councilmember Grau, second by Councilmember Hatfield to adjourn the meeting at 7:58 p.m.

Motion carried.

- MINUTES -
CHASKA CITY COUNCIL
JULY 17, 2023

1. Call to Order

The meeting was called to order by Mayor Windschitl at 7:15 p.m.

2. Pledge of Allegiance

3. Roll Call

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

Absent: None.

Also Present: Matt Podhradsky, City Administrator; Noel Graczyk, Administrative Services Director; Kevin Wright, Communication Director; Elise Durbin, Assistant Administrator; Christophe Morschen, City Attorney; Lisa Nelson, Controller; Matt Burt, Accountant.

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. Southwest Transit – Erik Hansen Chief Executive Officer

Southwest Transit Chief Executive Officer Erik Hansen noted his appreciation of the local cities working together to support Southwest Transit. He explained COVID-19 had an impact on transit, but Southwest Transit has seen increases since 2022, though not to pre-pandemic levels. He pointed out the best way to get in touch with him is by cell phone, and he provided business cards to Council and Staff. Mr. Hansen offered to answer any questions.

Mayor Windschitl asked for an update on electric busses. Mr. Hansen stated Southwest Transit received a grant for a couple of electric busses. The issue is infrastructure such as charging stations and retrofitting the building. Ultimately, it will be a number of years before a complete transition.

5.B. River City Days Book Sale – Libby Fairchild

Libby Fairchild, stated the River City Days Book Sale will be on the Plaza instead of Lion's Park. There will be hours set on Thursday through Sunday of the event. Ms. Fairchild noted they are in massive need of volunteers. Councilmember Hubbard stated volunteering at the event is quite fun.

Ms. Fairchild added the Beyond the Yellow Ribbon Golf Tournament is coming up, but she will be back in a few weeks with more information.

5.C. Annual State of the Library Report – Jodi Edstrom Interim Library Director / Chaska Branch Manager

City Administrator Matt Podhradsky noted his appreciation of the partnership between the library and the City and the leadership of Ms. Edstrom. He congratulated Ms. Edstrom on her appointment to Library Director and stated he looks forward to working with her on the building of the new library.

Library Director and Chaska Branch Manager Jodi Edstrom stated the library was finally over one million checkouts in 2022 following the pandemic. There has been a return to in-person programming, and there has been a huge jump in eBook and eAudio checkouts. Carver County Library received a large donation that has allowed for internal grants, thanks to Charles Dahlke. There is a new Intergenerational Services Team and a new five-year Strategic Plan. Ms. Edstrom showed a list of library promises that were developed as part of the strategic planning process.

Ms. Edstrom showed a pie chart of circulation statistics. 62 percent of the circulation is in child print, which shows the prominence of families using the library. The library has been working on making the facilities welcome to all. New initiatives include a spice kit to coordinate with the adult winter reading program and a seed library, both of which are meant to promote community and diversity.

Ms. Edstrom noted the teen volunteer program has restarted since COVID-19, and there are teen book clubs planned for the summer. There is a summer reading program that is hosted in local parks. Other kids' programming includes reading to dogs or other animals, squad car story times, and open houses on Wednesdays with learning activities. Ms. Edstrom pointed out the library partnered with the Chaska Human Rights Commission to provide more diversity and equity in the book offerings.

Ms. Edstrom thanked the City for their ongoing partnership with the library. The Council thanked Ms. Edstrom for the presentation and her work in Chaska,.

6. Approve Previous Meeting Minutes

6.A. Approve the June 26, 2023 City Council Meeting Minutes

Motion by Councilmember Hubbard, second by Councilmember Huang to approve the minutes of the June 26, 2023 City Council meeting.

Motion carried.

7. Consent Agenda

Motion by Councilmember Hubbard, second by Councilmember Huang to approve the Consent Agenda Items A through C:

A. On-Sale Liquor at a Community Event – Patron's

Motion to approve On-Sale Intoxicating License at a Community Event, Lic# OSCF23.01, for Patron's Mexican Bar & Grill, 207 N. Chestnut St #110, Chaska MN for Chaska's Latin Music & Food Festival, effective September 22nd, 2023.

B. On-Sale Liquor at a Community Event – La Hermosa

Motion to approve On-Sale Intoxicating License at a Community Event, Lic# OSCF23.02, for La Hermoas Mexican Restaurant, 222 N. Chestnut St, Chaska MN for Chaska's Latin Music & Food Festival, effective September 22nd, 2023.

C. Adopt Resolution No. 2023-60 Approving the Final Site & Building Plan for Crown Extrusions (4035 Norex Drive)/Greystone Construction/PC #2023-17

Motion to adopt Resolution No. 2023-60 approving the Final Site & Building Plan for Crown Extrusions (4035 Norex Drive) (PC #2023-17).

Mayor Windschitl noted the Crown Extrusion building is moving very quickly.

Motion carried.

8. Action Items

8.A. 2022 Annual Financial Reports

City Administrator Podhradsky introduced the item to the Council and Jaclyn Huegel, CPA provided a presentation on it. Administrative Services Director Noel Graczyk also provided information.

Motion by Councilmember Huang, second by Councilmember Grau to accept the City of Chaska 2022 Annual Comprehensive Financial Report and associated audit reports and to also accept the Chaska Fire Department Relief Association 2022 Annual Financial Report and associated audit reports.

Motion carried.

9. Bills

9.A. Accounts Payable Claims Roster 17-7-2023

The Council requested further information about bills on pages 4, 15, and 16.

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

Councilmember Huang:

- Congratulated Kevin Gravalin on his retirement.
- Volunteered at Johnson Association Fun Run.
- Noted he attended a Farmer's Market in San Luis Obispo, California, which is a huge event. He stated it is a source of inspiration for Chaska.
- Pointed out River City Days is July 28-30, 2023. They are in need of more volunteers.
- Stated Night to Unite is Tuesday, August 1, 2023.
- Added the Community Center Master Plan Open House is in August.

- Asked if there are opportunities for Chaska to move around money to save money or have higher interest rates, citing success with similar efforts by Southwest Transit. City Administrator Podhradsky confirmed Baker Tilly is constantly looking for better investment strategies.

Councilmember Hubbard:

- Explained her son attended the Fire Safety Camp, and he really enjoyed it. She thanked the Staff that put on the event.

Councilmember Hatfield:

- Stated there is a splash pad and freeze pops event at the Fire Department on Tuesday, July 18, 2023.
- Noted Story with a Squad Car is Wednesday, July 19, 2023.
- Added Coffee with a Cop at Caribou, food distribution, and police picnic supper on Thursday, July 20, 2023.
- Encouraged community members to visit Downtown Chaska local businesses. There has been a lot of progress on the construction.

City Administrator Podhradsky:

- Thanked Staff for their work on the Fire and Ice Festival.
- Expressed his concern for the families of law enforcement and the Fargo community after the death of police officers.

Mayor Windschitl:

- Thanked Parks and Recreation Staff for their work cleaning up the Fourth of July event.
- Stated the fireworks shows were phenomenal, which cost about \$5,000 each night. Assistant Administrator Durbin added the Fire Department does a lot of work to set up the fireworks.
- Pointed out the next meeting is July 31, 2023.

10.B. 1st-Qtr 2023 Investment Report dated July 17th, 2023

11. Adjourn

Motion by Mayor Windschitl, second by Councilmember Grau to adjourn the meeting at 9:57 p.m.

Motion carried.

**CHASKA PLANNING COMMISSION
MINUTES
JUNE 14, 2023**

1. Call to Order

Chairperson Brass called the meeting to order at 7 pm.

2. Roll Call

Roll call was taken. Members present: Commissioners Olson, Gaare, Aasen, Urbanski, Baswa, Purdy, Kerber, Campbell, and Chairperson Brass.

Members absent: None.

Also present: Nate Kabat, Community Development Director; and, Liz Hanson, City Planner.

3. Adopt the Agenda

Motion by Commissioner Aasen, second by Commissioner Urbanski to adopt the agenda as presented.

Motion carried.

4. Visitor Presentation

No one appeared under Visitor Presentation.

5. Approve Previous Meeting Minutes

- a. Approve the May 10, 2023 Planning Commission Meeting Minutes

Motion by Commissioner Gaare, second by Commissioner Baswa, to approve the minutes of the May 10, 2023 Planning Commission meeting, as presented.

Motion carried.

6. Consent Agenda

Motion by Commissioner Urbanski, second by Commissioner Purdy, to approve the Consent Agenda as follows:

- a. Recommend Approval of the Final Site and Building Plan and Final Plat for Chaska Yards/Carver Counter CDA/PC #2023-15

Motion carried.

7. Action Items

- a. Recommend Approval of the Preliminary Site and Building Plan for Crown Extrusions at 4035 Norex Drive/Greystone Construction/PC #2023-14

City Planner Hanson presented the item to the Commission and noted that this item was slated to move on to the City Council on June 26, 2023.

Commissioner Olson about the parking and whether the parking requirements changed from the mid-to-late 1990s when this was built in comparison to the current calculations. He explained that he found it surprising that they were planning to double their parking but only add 3 employees.

City Planner Hanson explained that she did not necessarily think the parking regulations changed because the parking they have today matches up with the regulations from back then. She noted that when they were Pure Humidifier, she does not think their employee count was the same then as it is now either.

Commissioner Olson noted that he was asking because half of this will be warehouse space today and he wondered what requirements or limitations the City will put on their ability to use their facility after they have gone through the planning process. He asked about their ability, for example, to convert half of that space into manufacturing without seeking approval from the City.

City Planner Hanson explained that there is still an approval process that has to take place in that scenario where they would add more impervious surface to the property.

Commissioner Olson explained that he was talking about the 30,000 square foot extension that they are looking to do right now and a scenario where they would just convert that space to manufacturing.

City Planner Hanson explained that this would not be any different than an office building that wants to convert to a different use. She stated that there is a building permit process for something like that which means there is an administrative review even though it would not trigger a site plan process through the Commission.

Commissioner Urbanski asked what Norex manufactures.

Bill Schumer explained that they extrude aluminum at their main facility off of Columbia Court. He explained that this is the second facility where they will fabricate, drill, mill, and cut. He noted that most of this space will be taken up by large CNC machines. He explained that the reason that they can make this work for them despite limited space is because they are running two shifts.

Chair Brass stated that he wanted to share the opinion that, as an industrial broker, he hates to see the angled wall for the two docks on the east side. He asked how long their product is and noted the difficulty in having a long product come off a truck with a fork lift and then have to make that turn. He asked if this design was due to the utility easement.

Mr. Schumer explained that this a big change from what they were originally proposing and noted that the trucks will come in and unload the 20 foot length materials. He stated that they have paced it off and confirmed that this will work without damaging their product. He stated that the only reason for this configuration was the utility easement.

Chair Brass noted that if there is a way for them to avoid the angled wall it will be better for them on the resale value of the building.

Mr. Schumer explained that the only way to avoid it would be to eliminate it which means taking away valuable floor space which they really need.

Motion by Commissioner Urbanski, second by Commissioner Aasen, to recommend approval of the Final Site & Building Plan for a 30,000 square foot warehouse addition at 4035 Norex Drive (PC#2023-14), subject to the following conditions:

1. Approvals shall be based on the following graphic exhibits:
 - a. Title Sheet (pg C0.0), submitted by Contour Civil Design, dated May 2, 2023
 - b. Certificate of Survey (pg V1.1), submitted by E.G. Rud & Sons, Inc., dated May 2, 2023
 - c. Existing Conditions & Removals Plan (pg C1.1), submitted by Contour Civil Design, dated May 2, 2023
 - d. Site Plan (pg C2.1), submitted by Contour Civil Design, dated May 2, 2023
 - e. Utility Plan (pg C3.1), submitted by Contour Civil Design, dated May 2, 2023
 - f. Grading and Drainage Plan (pg C4.1), submitted by Contour Civil Design, dated May 2, 2023
 - g. Erosion Control Plan Phase I (pg C5.1), submitted by Contour Civil Design, dated May 2, 2023
 - h. Erosion Control Plan Phase II (pg C5.2), submitted by Contour Civil Design, dated May 2, 2023
 - i. SWPPP Narrative (pg C5.3), submitted by Contour Civil Design, dated May 2, 2023
 - j. Details (pgs C6.1-6.4), submitted by Contour Civil Design, dated May 2, 2023 Page 71 of 118
 - k. Overall Landscape & Tree Planting (pg L1.1), submitted by Contour Civil Design, dated May 2, 2023
 - l. Shrub & Perennial Planting Plan (pg L1.2), submitted by Contour Civil Design, dated May 2, 2023
 - m. Tree Removal Plan (pg L1.3), submitted by Contour Civil Design, dated May 2, 2023
 - n. Overlay Plan, submitted by Contour Civil Design, dated May 2, 2023
 - o. Photometric Plan (pgs 1-2), submitted by Rouzer Group, dated May 2, 2023
 - p. Floor Plan (pg A2), submitted by Lampert Architects, dated May 1, 2023
 - q. Building Elevations (pg A3), submitted by Lampert Architects, dated May 1, 2023
2. Adherence with the Engineers Memo dated June 5, 2023.
3. Provision that all mechanical equipment will be fully screened from view.
4. Coordination with the City Engineer for the provision of public utilities to the site.
5. Provision of a storm water management plan meeting City and Carver County WMO standards.
6. Compliance with applicable zoning requirements, in particular Chapter 15.28 (Special Regulations).
7. Provision to submit Utility and Site Plan As-Built prior to issuing a building permit.
8. Provision that the building will be fire sprinkled.
9. Provision to coordinate with the Electric Department on the service needs for the site and building.
10. Provision that wall pack lighting cannot exceed 18 feet in height.
11. Provision that pole mount lighting in eastern parking lot cannot exceed 35 feet in height.
12. Installation of all site lighting at a 0 degree angle with the light source fully concealed.

13. Provision that proof of parking beyond 66 stalls, or any pavement expansions beyond what is shown, is not approved with this site plan, and shall be reviewed for stormwater compliance and approved by City Engineering prior to its installation.

Motion carried.

8. Other Business

9. Receive Other Meeting Minutes

- a. Receive the April 17, May 1, and May 15, 2023 City Council Meeting Minutes
- b. Receive the January 9 and May 1, 2023 EDA Meeting Minutes

Commissioner Urbanski

- Asked for an update on the Highway 41 project.

Community Development Director Kabat stated that it is moving ahead and is running close to schedule. He noticed earlier today that some blacktop had been laid at the intersection of Highway 41 and 61. He stated that the focus so far has been on the ends of the project and not the middle portion. He noted that MnDOT is also doing a resurfacing project starting just north of Pioneer Trail, so there will be two different closures with that and the project near Costco.

10. Adjourn

Motion by Commissioner Olson, second by Commissioner Baswa, to adjourn the meeting at 7:27 pm.

Motion carried.

**CHASKA PLANNING COMMISSION
MINUTES
MAY 10, 2023**

1. Call to Order

Chairperson Brass called the meeting to order at 7 pm.

2. Roll Call

Roll call was taken. Members present: Commissioners Olson, Gaare, Aasen, Baswa, Purdy, Campbell, and Chairperson Brass.

Members absent: Commissioners Kerber and Urbanski.

Also present: Nate Kabat, Community Development Director; and, Liz Hanson, City Planner.

3. Adopt the Agenda

Motion by Commissioner Olson, second by Commissioner Aasen to adopt the agenda as presented.

Motion carried.

4. Visitor Presentation

No one appeared under Visitor Presentation.

5. Approve Previous Meeting Minutes

- a. Approve the April 12, 2023 Planning Commission Meeting Minutes

Motion by Commissioner Purdy, second by Commissioner Gaare, to approve the minutes of the April 12, 2023 Planning Commission meeting minutes.

Motion carried.

6. Consent Agenda

Motion by Commissioner Baswa, second by Commissioner Purdy, to approve the Consent Agenda as follows:

- a. Recommend Approval of the Final Plat for Rivertown Heights 2nd Addition/DR Horton/PC #2023-12.

Motion carried.

7. Public Hearing: Approve of the Preliminary Site & building Plan, Preliminary Plat and Zoning Ordinance Amendment (ZOA) for Structures, Inc./Jeremy Banken Here/PC #2023-13

City Planner Hanson presented the item to the Commission and noted that this item, if it moves on, would go before the City Council on May 15, 2023.

Commissioner Olson asked about the staff recommendation not to allow access off of Old Audubon Road and if was being made due to safety or convenience.

City Planner Hanson stated that it was because of an overall site layout efficiency and noted that because that is a local road, the City tries to limit the amount of access points when possible.

Commissioner Olson confirmed that Logan's Auto would have access to old Audubon Road in addition to the shared access drive. He noted that this is a unique plan and was surprised that staff was holding to the point of forcing them to have access off of the shared access since it was not for a safety issue. He stated that he wonders whether this is being driven by previous applications.

Chair Brass stated that using the shared access is something that could be 'recommended'.

City Planner Hanson explained that from staff's standpoint, Arbor Drive was set up to be the access into this development which is why they are recommending that the parking lot also continue off of the shared access as well, the way it was originally intended.

Chair Brass noted that he was personally on the fence with this issue because he understands where the applicant would want the access off of Old Audubon because it would make the site more usable, but also understands the City's position where they would want it to be off of Arbor.

Commissioner Olson asked if the underground stormwater was new with this application.

City Planner Hanson stated that it was not new and was shown with the previous three building plan.

Chairperson Brass opened the public hearing at 7:23 p.m.

Jeremy Banken, Structures, explained that the reason they have placed the parking where they are proposing is because it helped them put more screening in between them and the townhomes and between the building and Old Audubon. He stated that he believes they are the only undeveloped property on Old Audubon so he felt that adding one more access would not really set a precedent nor would it really change the traffic flow in the area. He noted that by leaving the parking lot where it is, they will also have less overall asphalt and hard cover.

Chair Brass asked why they would not just use the shared access.

Mr. Banken explained that this helps them control the vehicular traffic and the truck traffic. He gave a brief overview of their expectations for vehicular and truck traffic movement on the site.

Chair Brass asked what material they were planning to use.

Mr. Banken stated that they are planning to use crushed conbit.

Commissioner Olson stated that by doing the shift that staff has recommended, it also reduces the storage area in the back. He asked what drove the applicant to change from 3 buildings to 2 buildings.

Mr. Banken stated that they spoke with several brokers who told them that outdoor storage was worth more than having the third building. He noted that it came down to bad dirt and trying to economically make it right and explained that they are at the point where they are just trying not to lose any more money on this project.

Chair Brass asked how tall the doors on the building would be.

Mr. Banken stated that they are either 16 or 18 and have 20 feet of clearance on the inside.

Bruce Nord, stated that he lives adjacent to this property. He stated that their neighborhood has been through many iterations of this project and noted that everyone is okay with it because it seems well planned. He explained that their biggest concern is related to light from this project shining into the neighborhood. He stated that they are asking that the lighting be downcast or cast towards the buildings and not the neighborhood. He noted that they are assuming that the hours of operation will be handled like other buildings in the City.

City Planner Hanson noted that there is an ordinance that covers downcast fixtures as well as foot candle limitations. She stated that what the applicant's photometric plan shows meets the City code requirements in terms of adjacency to residential.

Chairperson Brass closed the public hearing at 7:30 p.m.

Chair Brass stated that he thinks this will be a good project for the community but noted that he was a bit wishy-washy with regard to the access issue. He reiterated that he see both sides of the argument.

Commissioner Baswa stated that by having access on Old Audubon Road, it will not increase traffic very much and does not see any safety related reasons for not allowing it, so he agreed with the applicant's opinion.

Commissioner Olson stated that he agreed that this was an issue that was on the fence and if there was some other concern, such as safety, that staff was using to support their reasoning that would trump any other convenience factor.

Commissioner Aasen stated that he also liked the plans presented by the applicant to use Old Audubon because it requires less asphalt which also means less requirements related to stormwater.

Motion by Commissioner Purdy to recommend approval of the Preliminary Site & Building Plan and Preliminary Plat for Structures, Inc., subject to the following conditions:

1. Approvals shall be based on the following graphic exhibits:
 - a. Narrative – Site Plan (pgs 1-3), submitted by Structures, undated
 - b. Cover Sheet (pg C1), submitted by Anderson, dated April 27, 2023
 - c. Preliminary Plat (pg C2), submitted by Anderson, dated April 27, 2023
 - d. Easement Dedication Plan (pg C2.1), submitted by Anderson, dated April 27, 2023
 - e. Existing Conditions Survey (pg C3), submitted by Anderson, dated April 27, 2023
 - f. Demolition Plan (pg C4), submitted by Anderson, dated April 27, 2023

- g. Grading & Drainage Plan (pg C5), submitted by Anderson, dated April 27, 2023
- h. Utility Plan (pg C6), submitted by Anderson, dated April 27, 2023
- i. Erosion & Sediment Control Plan (pg C7), submitted by Anderson, dated April 27, 2023
- j. Phase 1 and Phase 2 Construction Plan (pgs C8-C9), submitted by Anderson, dated April 27, 2023
- k. SWPPP (pgs C10-C11), submitted by Anderson, dated April 27, 2023
- l. Civil Site Details (pgs C12-14), submitted by Anderson, dated April 27, 2023
- m. Existing Sanitary & Watermain Profiles (pg C15), submitted by Anderson, dated April 27, 2023
- n. Grading Enlargement Details (pg C16), submitted by Anderson, dated April 27, 2023
- o. Tree Preservation Plan (pg L1), submitted by Anderson, dated April 27, 2023
- p. Planting Plan (pg L2), submitted by Anderson, dated April 27, 2023
- q. Planting Notes & Details (pg L3), submitted by Anderson, dated April 27, 2023
- r. Photometric Plan, submitted by jth Lighting Alliance, dated April 20, 2023
- s. Truck Turning Movement Exhibit (pgs E1-E2), submitted by Anderson, dated March 15, 2023
- t. Fire Truck Turning Movement Exhibit (pgs E5-E6), submitted by Anderson, dated April 24, 2023
- u. Snow Storage Exhibit (pg E3), submitted by Anderson, dated March 15, 2023
- v. Structures Rendering (pg A1), submitted by HTG Architects, dated October 19, 2022
- w. Main Level Floor Plan Building A (pg A2.1), submitted by HTG Architects, dated April 4, 2023
- x. Main Level Floor Plan Building B (pg A2.2), submitted by HTG Architects, dated October 19, 2022
- y. Main Level Floor Plan Building C (pg A2.3), submitted by HTG Architects, dated April 4, 2023
- z. Exterior Elevations Building A (pg A3.1), submitted by HTG Architects, dated April 4, 2023
- aa. Exterior Elevations Building B (pg A3.2), submitted by HTG Architects, dated April 4, 2023
- bb. Exterior Elevations Building C (pg A3.3), submitted by HTG Architects, dated April 4, 2023
- 2. Adherence with the City Engineers Memo dated May 9, 2023.
- 3. Provision that vehicle access on Ravoux Road is prohibited.
- 4. Compliance with section 15.28.120 Building Design/Materials and Site Design for both buildings.
- 5. Provision that exterior storage will not exceed 8 feet in height or the height of the privacy fence, whichever is less.
- 6. Provision that all mechanical equipment will be fully screened from view.
- 7. Provision of a Drainage & Utility easement over the southern pond, and to be shown on the plat.
- 8. Coordination with the City Engineer for the provision of public utilities to the site.
- 9. Provision of a storm water management plan meeting City and Carver County WMO standards.
- 10. Compliance with applicable zoning requirements, in particular zoning section 15.28 (Special Regulations).
- 11. Any and all building signage shall be submitted separately, comply with zoning ordinance Section 15.32, and shall require approval by staff prior to

installation.

12.Provision that all vehicle access come from Arbor Drive, and to be addressed on the plans at final submittal.

13.Provision to meet the understory tree requirements and to be addressed at final submittal.

14.Provision to incorporate decorative fencing with at least 90% opacity as directed in Exhibit A in this report and to be addressed at final submittal.

15.Provision that open storage areas shall comply with building setback requirements and shall not be located forward of the principal buildings as constructed.

16.Provision of a final maintenance agreement for Arbor Drive signed by all applicable parties, to be submitted at final submittal.

17.Provision of cross access easements across all lots and to be executed prior to final plat recording.

18.Provision of a maintenance agreement for the shared accesses, stormwater features, and utilities, and to be provided at final submittal.

Motion failed for lack of a second.

Motion by Commissioner Olson, second by Commissioner Baswa, to recommend approval of the Preliminary Site & Building Plan and Preliminary Plat for Structures, Inc., subject to the following conditions:

1. Approvals shall be based on the following graphic exhibits:
 - a. Narrative – Site Plan (pgs 1-3), submitted by Structures, undated
 - b. Cover Sheet (pg C1), submitted by Anderson, dated April 27, 2023
 - c. Preliminary Plat (pg C2), submitted by Anderson, dated April 27, 2023
 - d. Easement Dedication Plan (pg C2.1), submitted by Anderson, dated April 27, 2023
 - e. Existing Conditions Survey (pg C3), submitted by Anderson, dated April 27, 2023
 - f. Demolition Plan (pg C4), submitted by Anderson, dated April 27, 2023
 - g. Grading & Drainage Plan (pg C5), submitted by Anderson, dated April 27, 2023
 - h. Utility Plan (pg C6), submitted by Anderson, dated April 27, 2023
 - i. Erosion & Sediment Control Plan (pg C7), submitted by Anderson, dated April 27, 2023
 - j. Phase 1 and Phase 2 Construction Plan (pgs C8-C9), submitted by Anderson, dated April 27, 2023
 - k. SWPPP (pgs C10-C11), submitted by Anderson, dated April 27, 2023
 - l. Civil Site Details (pgs C12-14), submitted by Anderson, dated April 27, 2023
 - m. Existing Sanitary & Watermain Profiles (pg C15), submitted by Anderson, dated April 27, 2023
 - n. Grading Enlargement Details (pg C16), submitted by Anderson, dated April 27, 2023
 - o. Tree Preservation Plan (pg L1), submitted by Anderson, dated April 27, 2023
 - p. Planting Plan (pg L2), submitted by Anderson, dated April 27, 2023
 - q. Planting Notes & Details (pg L3), submitted by Anderson, dated April 27, 2023
 - r. Photometric Plan, submitted by jth Lighting Alliance, dated April 20, 2023
 - s. Truck Turning Movement Exhibit (pgs E1-E2), submitted by Anderson, dated March 15, 2023
 - t. Fire Truck Turning Movement Exhibit (pgs E5-E6), submitted by Anderson, dated April 24, 2023
 - u. Snow Storage Exhibit (pg E3), submitted by Anderson, dated March 15, 2023

- v. Structures Rendering (pg A1), submitted by HTG Architects, dated October 19, 2022
- w. Main Level Floor Plan Building A (pg A2.1), submitted by HTG Architects, dated April 4, 2023
- x. Main Level Floor Plan Building B (pg A2.2), submitted by HTG Architects, dated October 19, 2022
- y. Main Level Floor Plan Building C (pg A2.3), submitted by HTG Architects, dated April 4, 2023
- z. Exterior Elevations Building A (pg A3.1), submitted by HTG Architects, dated April 4, 2023
- aa. Exterior Elevations Building B (pg A3.2), submitted by HTG Architects, dated April 4, 2023
- bb. Exterior Elevations Building C (pg A3.3), submitted by HTG Architects, dated April 4, 2023

- 2. Adherence with the City Engineers Memo dated May 9, 2023.
- 3. Provision that vehicle access on Ravoux Road is prohibited.
- 4. Compliance with section 15.28.120 Building Design/Materials and Site Design for both buildings.
- 5. Provision that exterior storage will not exceed 8 feet in height or the height of the privacy fence, whichever is less.
- 6. Provision that all mechanical equipment will be fully screened from view.
- 7. Provision of a Drainage & Utility easement over the southern pond, and to be shown on the plat.
- 8. Coordination with the City Engineer for the provision of public utilities to the site.
- 9. Provision of a storm water management plan meeting City and Carver County WMO standards.
- 10. Compliance with applicable zoning requirements, in particular zoning section 15.28 (Special Regulations).
- 11. Any and all building signage shall be submitted separately, comply with zoning ordinance Section 15.32, and shall require approval by staff prior to installation.
- 12. ~~Provision that all vehicle access come from Arbor Drive, and to be addressed on the plans at final submittal.~~
- 13. Provision to meet the understory tree requirements and to be addressed at final submittal.
- 14. Provision to incorporate decorative fencing with at least 90% opacity as directed in Exhibit A in this report and to be addressed at final submittal.
- 15. Provision that open storage areas shall comply with building setback requirements and shall not be located forward of the principal buildings as constructed.
- 16. Provision of a final maintenance agreement for Arbor Drive signed by all applicable parties, to be submitted at final submittal.
- 17. Provision of cross access easements across all lots and to be executed prior to final plat recording.
- 18. Provision of a maintenance agreement for the shared accesses, stormwater features, and utilities, and to be provided at final submittal.

Motion carried.

Motion by Commissioner Aasen, second by Commissioner Gaare, to recommend approval of the Zoning Ordinance Amendment (ZOA) to PID-9.

Motion carried.

9. Other Business

- a. Receive the April 3, 2023 City Council Meeting Minutes

10. Adjourn

Motion by Commissioner Aasen, second by Commissioner Purdy, to adjourn the meeting at 7:41 pm.

Motion carried.