

**CHASKA PLANNING COMMISSION
MINUTES
SEPTEMBER 13, 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, Kerber, Campbell, and Chairperson Brass.

Members absent: Commissioner Purdy.

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

3. Adopt the Agenda

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

Motion carried.

4. Visitor Presentation

No one appeared under Visitor Presentation.

5. Approve the Minutes of the August 9, 2023 Planning Commission Meeting

Motion by Commissioner Aasen, second by Commissioner Baswa to approve the minutes of the August 9, 2023 Planning Commission meeting.

Motion carried.

6. Consent Agenda

7. Action Items

- A. PUBLIC HEARING: Recommend Approval of the Comprehensive Plan Amendment (CPA) to Update the Local Surface Water Management Plan (Appendix G)/City of Chaska/PC #2023-22

City Planner Hanson introduced Brent Alcott, Water Resources Coordinator.

Water Resources Coordinator Alcott presented the item to the Commission.

Chair Brass opened the public hearing at 7:24 p.m. there being no comments, he closed the public hearing at 7:25 p.m.

Motion by Commissioner Aasen, second by Commissioner Baswa, to recommend to the City Council approval of the Comprehensive Plan Amendment (CPA) to Section 5.3.2 of Appendix G: Local Surface Water Management Plan.

Motion carried.

B. Recommend Approval of the Concept Plan for the Public Safety Facility/City of Chaska/PC 32023-21

City Planner Hanson presented the item to the Commission and noted that if approved, this item would come before the City Council on September 18, 2023. She noted that there are two representatives from CNH Architects present at tonight's meeting if the Commission had questions.

Commissioner Kerber asked if they had been working on Engler Boulevard itself, in terms of how it will handle this situation. She explained that, for example, when school lets out, it is very difficult to get onto Engler Boulevard.

City Planner Hanson confirmed that the City has been involved in ongoing meetings with the County and the design team that is doing the improvement work on Engler Boulevard and this is all part of the master plan for the Engler and Highway 41 improvements.

Community Development Director Kabat stated that there was a corridor study that was done a few years ago that looked at this area. He noted that in the last few years, Carver County has really been focusing in on the stretch that goes between Park Ridge Drive and Bavaria Road. He stated that he thinks it is likely that they will see construction of some sort beginning in 2025. He explained that the plan calls for roundabouts at Bavaria Road, White Oak, Park Ridge Drive, and Highway 41. He stated that the County is fully aware that there is a Public Safety Facility that will be in this location and that any plans will need to support emergency vehicles. He stated that they have looked at things like alert systems at the access points that can be activated through the Opticon system.

Commissioner Olson asked about the greenspace loss around the park and noted that it seems significant.

Commissioner Gaare stated that she would also like to know how the calculation was done.

City Planner Hanson stated that they had just done a rough estimate and noted that the overall park area useable greenspace, including the playground, is about an acre. She explained that because this is the Concept Plan, it was hard to say right now what the exact calculation is, but noted that it would be less than an acre.

Community Development Director Kabat reminded the Commission that this is the Concept Plan and more of the specific details will come with the Preliminary Plan stage. He stated that there will be an impact, but it is difficult to say what it will be at this point in the planning.

Commissioner Olson asked about the design of the building and noted that it is primarily a one-story building that takes up a lot of space. He asked if there may be a way to fill in the second story in order to be able to create more greenspace that would not be consumed like it would be a one-story building. He stated that he understands that this is the Concept Phase but noted that he felt that if the Commission didn't push for a few things now, it would not happen later.

Commissioner Campbell asked why they had made the choice to design the building as a one-story structure.

Community Development Director Kabat stated that the architects can answer that question, but noted that at a high level, the process in design has been very engaged with the Police and Fire Departments and has focused on operations and efficiency.

Quinn Hutson, CNH Architects, explained that as Community Development Director Kabat alluded to, much of the design choices were made for operational reasons. He noted that the fire station portion of the building is two-stories but the Police Department wanted something that would allow their operations to flow together and not be separated on different floors. He stated that they also took into consideration the single family homes to the south and felt that the lower, single story portion of the structure would work better in that location.

Brooke Jacobson, CNH Architects, explained that they were trying not to have a second story right up against the residential area to the south. She stated that they did work through different iterations including placing some of the Police Department functions on the second floor, but operationally, that just did not work for them.

Chair Brass stated that it appears as though there is a fair amount of building space with the parking, armory public spaces, garage, training which saved some space by building down.

Ms. Jacobson agreed and noted that they had tried to put as much down as possible that would still work operationally.

Commissioner Baswa asked if there may be a way to move some of the parking in order to create more greenspace.

Ms. Jacobson explained that the majority of the parking, except for one stall, which is reserved for the future S.W.A.T. vehicle, would be for the patrol cars themselves. She noted that all of the above ground parking would be for staff with about 6-7 stalls set aside for patrols to be able to temporarily come in, for example, if they need to drop off evidence. She stated that one of their earlier plans had additional parking stalls underneath, but in order to keep costs and overall square footage down, they moved to just the appropriate amount of stalls.

Commissioner Gaare asked if that was determined based on the projected growth of both the Fire and Police Departments.

Ms. Jacobson stated that was correct.

Chair Brass asked about the useful life of this facility.

Ms. Jacobson explained that their goal is for a 50 year lifespan for public facilities. Community Development Director Kabat stated that in looking at the scale of the building, what they are considering is a full build out of the community, which they expect will be in the next 20 years or so. He reviewed the staffing study that was conducted a number of years ago and how that related to their planning.

Commissioner Gaare stated that this information should be communicated with people who are concerned as part of their strategic communication about this project.

Community Development Director Kabat stated that the interplay between the Fire and Police Departments and the park are very important. He noted that there are a lot of people who come to the park with their children and then stop by the fire house. He stated that he knows that the Fire Department appreciates those kinds of opportunities for community engagement and believes that it is also something that he believes the Police Department is excited about having that opportunity to connect with the community in a positive manner.

Mr. Hutson stated that, in the design, there has been a focus on ways to make a strong connection between the park area and the front entry that they will flesh out further into the plans.

Chair Brass asked if he had seen information that there would be a three-story section of the building that would be used for training.

Mr. Hutson explained that the hose tower would be located on the back side and would not be easily seen. He stated that this tower gives them a place to hang the hoses but also gives them the opportunity for on-site training.

Chair Brass noted that he likes the look of the building and asked if there would be barbed or razor wire around the fencing.

Mr. Hutson stated that there would not be barbed or razor wire.

Ms. Jacobson stated that they were planning on decorative metal fencing with the top portion that curves outward for security purposes. She noted that during the neighborhood meeting, most of the comments centered around the park and everyone had positive things to say about the building.

Chair Brass noted that he is a big proponent of parks, but it is hard to argue that this is not a great location for the Fire Department and an even better location for the Police Department. He asked if the Park Board would ultimately decide what equipment would go in this spot, such as a swing set or other playground equipment.

Community Development Director Kabat explained that the way he was anticipating it was for the process to be very similar to what was pursued for the Savannah Oaks Park.

Commissioner Olson asked if there was a requirement to have full flow of Police access to the west.

Ms. Jacobson explained for Police it is best if they have two ways out of a site. She stated that it also allows police staff to enter on the west side and not disrupt any of the response flow that may be happening on the east side.

Commissioner Baswa asked if there had been any consideration for adding things like solar panels to help reduce the City's carbon footprint.

City Planner Hanson stated that they are trying to be proactive on that in terms of trying to bring in some renewable energy so there are options to bring in solar panels on top of the roof.

Ms. Jacobson explained that they were sizing the roof of the apparatus bay in order to be able to handle future solar panel loads.

Chair Brass noted that there were people on-line and asked if they had questions.

City Planner Hanson asked if there was anyone on-line who would like to address the Commission, but no one responded. She asked Communications Director Wright to watch over the on-line participants and see if anyone indicated an interest in speaking.

Commissioner Aasen asked about the logistics of how this facility could be built while keeping the existing fire station open and operational.

Community Development Director Kabat stated that there will need to be a temporary location for the fire station during the construction process and explained that they have started investigating various locations.

Commissioner Kerber asked how long they expect the whole project to take.

Ms. Jacobson stated that they are looking at roughly 18 months with a construction start in spring of 2024.

Communications Director Wright noted that there was someone on-line who had asked to make a comment.

Mrs. Bartley, 1480 Meadow Lane, stated that she had questions about the location of the generator and transformer and asked if those were things that ran all the time and would potentially be loud.

Mr. Hutson stated that the transformer is just an electrical box and would not have a sound associated with it. He stated that the generator would be something that runs when the power is out for an emergency, and also for a 20 minute period once a month in order to verify that it was in working condition, which is typically done in the middle of the day. He noted that they are proposing a natural gas generator which is a quieter motor system than diesel, it will be inside of a sound rated enclosure and noted that they are planning to build walls around the generator that will also help with sound and improve the looks of the unit. He explained that when it is

running it will be able to be heard from the parking lot at the level of a small truck idling in the background, but from a distance it would likely not be heard.

Community Development Director Kabat stated that he believed there was already a generator on site for this same purpose.

Mr. Hutson stated that was correct but noted that it was a smaller and older generator than what they are planning for the new facility.

Ms. Bartley asked about potential debris and disruption that may be caused by the construction project. She explained that her backyard, where they have a swimming pool, backs up to the fire station and she was concerned about debris and/or dust.

Community Development Director Kabat stated that there will be some earth work done which can cause some dust, but dust control is a part of their operation so she should see them spreading water and using other methods to control the dust. He stated that regarding debris, the expectation is that the construction site will be run in a clean and efficient manner. He explained that the City was already engaged with a construction management company called RJM who has begun helping the City through this design process. He stated that RJM has ample experience managing large scale construction projects in the metro area and explained that the neighboring properties would be made aware of points of contact so they can report if there are any issues that crop up.

Commissioner Olson asked if all the mature trees on the berm would be removed and replaced with something immature.

Community Development Director Kabat stated that was true.

Commissioner Olson asked if there was any opportunity to save any of the mature trees.

Community Development Director Kabat stated that due to the nature of the amount of movement that needs to occur, there would be too substantial of a change to be able to successfully save trees out there. He stated that their goal is to establish a healthy of a presence as they can from the onset in order to get the process moving. He shared details about the difficulty in relocating more mature trees and noted that he understood Commissioner Olson's concern and assured him that getting some height established from the onset was something that they will try to achieve.

Chair Brass asked if the feedback from the neighborhood was to have some trees and some grasses and not just a line of trees in this location.

Community Development Director Kabat confirmed that this was the feedback heard at the neighborhood meeting. He noted that there will be opportunities for ongoing discussions with the neighborhood group to get feedback on plans for this area.

Ms. Bartley stated that they want the greenspace where it should be, by the park and explained that everyone in the neighborhood is very happy with the coverage and privacy that is currently in place on the berm.

Chair Brass noted that as this moves into Preliminary Plat there will be more neighborhood meetings and detailed landscape plans.

Motion by Commissioner Gaare, second by Commissioner Aasen, to recommend approval of the Concept Plan for the Public Safety Facility, subject to the following conditions:

1. Approvals shall be based on the following graphic exhibits:
 - a. Project Narrative (pgs 1-8), submitted by CNH Architects, dated August 1, 2023
 - b. Site Force Exhibit (pgs CS01-CS02), submitted by CNH Architects, dated August 1, 2023
 - c. Precedent Imagery (pg CS03), submitted by CNH Architects, dated July 26, 2023
 - d. Grading and Erosion Control Plan (pg C300), submitted by CNH Architects, dated August 1, 2023
 - e. Chaska Public Safety Facility – Meadow Park, submitted by HKGI, dated August 1, 2023
 - f. Schematic Site Plan (pg CS04), submitted by CNH Architects, dated August 1, 2023
 - g. Schematic First Floor Plan (pg CS05), submitted by CNH Architects, dated August 1, 2023
 - h. Schematic Basement & Second Floor Plans (pg CS06), submitted by CNH Architects, dated August 1, 2023
 - i. Schematic Exterior Perspectives (pgs CS07-CS08), submitted by CNH Architects, dated August 1, 2023
2. Compliance with the Carver County memo when made available.
3. Provision/modification of any drainage and utility easements as required by the City Engineer in the course of their review. Page 44 of 79
4. Coordination with the City Engineer with regard to utilities, grading and drainage.
5. Installation of all site lighting at a 0 degree angle with the light source fully concealed.
6. Provision of a material board to be submitted at preliminary submittal.
7. Utilization of modular face brick or natural stone as a Class I material.
8. Provision of hydrant placement needs to accommodate City standards for hydrant placement and fire code standards.
9. Provision to submit Utility and Site Plan As-Builts prior to issuing a building permit.
10. Any and all building signage shall be submitted separately, meet the sign ordinance, and shall obtain sign permits prior to installation.
11. Provision of a sign plan to be submitted at preliminary.
12. Provision of a storm water management plan meeting City and Carver County WMO standards.
13. Compliance with applicable zoning requirements, in particular Section 15.28 (Special Regulations).
14. Provision that all mechanical equipment will be fully screened from view.

15.Compliance with Section 15.28.120 Building Design/Materials and Site Design.

16.Coordination with Electric Department on service locations and transformer needs.

17.Provision that planting islands are provided in the parking lot areas that meet Section 15.28.070.E.4 and to be shown on the landscape plans at preliminary submittal.

18.Provision of a fire truck turning exhibit to be submitted at preliminary.

19. Provision of irrigation for the landscaped and sodded areas of the site.

Motion carried.

8. Other Business

9. Receive Other Meeting Minutes

- A. Receive the July 17 and July 31, 2023 City Council Meeting Minutes
- B. Receive the June 26, 2023 EDA Meeting Minutes
- C. Receive the June 13, 2023 Park Board Meeting Minutes

Community Development Director Kabat

- Gave an overview of the early efforts for a Safe Route To School plan with Clover Ridge Elementary and noted that the City had received a grant for these efforts.

10. Adjourn

Motion by Commissioner Kerber, second by Commissioner Olson, to adjourn the meeting at 8:40 pm.

Motion carried.