

**CHASKA PLANNING COMMISSION
MINUTES
February 13, 2019**

1. Call to Order

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

2. Roll Call

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

Members absent: None

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

3. Adopt the Agenda

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

Motion carried.

4. Visitor Presentation

None.

5. Minutes

Commissioner Cross noted that Commissioner Pfeiffer was marked both present and absent in the minutes.

Motion by Commissioner Cross, second by Commissioner Lacey to approve the minutes of the Dec 12, 2018, Planning Commission meeting, as amended.

Motion carried.

6. Consent Agenda

Commissioner Cross stated that she thought there was a minimum size lot for Club West at 60 feet and there is one on the plat that is about 50 feet. She noted that with the setbacks, it will leave about a 35-foot lot and feels this would not meet the City requirement.

City Planner Hanson explained that Club West has started to introduce a smaller product within this portion of the development.

Commissioner Cross noted that for Savanna Estates the language says the Planning Commission is approving 25 lots, however the plat shows 26 lots.

City Planner Hanson explained that there are 25 new lots and an existing lot that is having 10 feet added onto it, so it has been incorporated into this final plat. She apologized for not clarifying this information within the staff report.

Motion by Commissioner Pfeiffer, second by Commissioner Sailer, to approve the Consent Agenda as follows:

- a) Approve the Final Plat for Savanna Estates 3rd Addition/Koosman Homes/PC#2019-02, subject to the following conditions:
 - 1. Approvals shall be based on the following graphic exhibits:
 - a. Final Plat – Savanna Estates 3rd Addition (pgs 1-2), prepared by Alliant Engineering, undated
 - b. Construction Documents (pgs 1-18), prepared by Alliant Engineering, dated November 27, 2018
 - 2. Adherence to the City's Boulevard Tree Policy and local street section design.
 - 3. Provision of sidewalks on both sides of all local streets.
 - 4. Compliance with Ordinance No. 934 (PRD-69).
 - 5. Prior to final plat recording, developer shall enter into an agreement with the City for the provision of necessary infrastructure and associated development costs.
 - 6. Payment of development fees prior to recording of final plat.
 - 7. Compliance with the City's existing anti-monotony housing ordinance.
 - 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. 360-degree architecture shall be provided for all corner lots and all lots whose rear or sides are visible from public right's-of-way or across from open spaces, specifically for Lots 1-15, Block 1 of Savanna Estates 3rd.
- b) Approve the Final Plats for Club West 9th Addition/Traditions Development/PC 2019-03, subject to the following conditions:
 - 1. Approvals shall be based on the following graphic exhibits:
 - a. Club West 9th Addition Final Plat (pgs 1-2), submitted by Alliant Engineering
 - b. Club West 9th Addition Construction Documents (pgs 1-11), submitted by Alliant Engineering, dated January 8, 2019
 - 2. Payment of park dedication fees prior to recording the Final Plat.
 - 3. Compliance with applicable zoning requirements, in particular Chapter 9 (General Requirements).
 - 4. Compliance with Section 9.27 Anti Monotony and Design Requirements in Detached Single-Family Residential Developments.
 - 5. Provision of a stormwater management plan meeting City and Carver County WMO standards.
 - 6. Provision of an executed development agreement prior to recording Final Plat.
 - 7. Provision of sidewalks on both side of all local streets.
 - 8. Adherence to the City's Boulevard Tree Policy and local street section design.
 - 9. Provision of a 60 feet Right of Way width for all local streets.
 - 10. Adherence to the following building setbacks:
 - a. Front (house): 23 feet
 - b. Front (porch): 15 feet
 - c. Rear: 30 feet
 - d. Side (house/garage): 10 feet/5 feet
 - e. Side (corner): 23 feet

Motion Carried.

7.C. Approve the Concept Plan for Chaska Building Center Phase 3/DDK Construction, LLC/PC 2019-01

City Planner Liz Hanson presented the item to the Commission.

Commissioner Brass asked about the semi-truck parking in the back and asked if they were 53 footers with a cab.

City Planner Hanson stated that she thinks they are more of a box truck size and not semi-truck size. She noted that this is still in concept plan so some of those details will come in at a later date.

Commissioner Brass stated that he is concerned about the 53-foot trucks being a hindrance to the fire lane access.

Commissioner Urbanski asked if this proposed plan fit into the stormwater plan.

City Planner Hanson stated that at this phase it is very conceptual and those types of details will come in during the preliminary plan process.

Commissioner Urbanski asked if there were plans to update the fire lanes as part of this plan.

City Planner Hanson stated that she thinks that is something that will have to be addressed during the preliminary plat submittal to provide more traffic analysis surrounding how many trucks will be out back.

Community Development Director Ringwald noted that the County plan has improvements planned at that intersection but he is unsure of the timing.

Commissioner Pfeiffer stated that one of her concerns is with the buildings blending together and one of them having a flat roof and the other a pitched roof. She asked if the City would be comfortable with the buildings sharing some materials to help them blend but still having the roofing be different.

City Planner Hanson stated that the City is looking at this area as a whole in order to get harmony between the different buildings. She stated that the City may have to be creative with the applicant to come to a happy medium.

Commissioner Brass asked if the office spaces would be leased spaces or more like condo type offices where the businesses own the space.

City Planner Hanson stated that the developers preferred outcome would be condo type office space where each unit owned their particular portion.

Commissioner Cross expressed her concerns with the loading dock layout and the approach through another business.

City Planner Hanson stated that there is a permanent cross access easement connected to the title of all of the sites.

Community Development Director Ringwald stated that this easement is essentially a driveway easement for the northern 24 feet of the road area and stated that this type of access is not unusual.

Mike Melton, CEO of DDK, stated that they are excited about the opportunity to collaborate with the City on this project. He stated that once they receive concept approval they will move forward and nail down some of the specific end users which will clarify their plans.

Commissioner Bowe asked if DDK had connected with the local market for brokers of office and industrial space to understand the needs is in the area.

Mr. Melton explained that they have had a few conversations in this regard and noted that he feels very comfortable with the back industrial portion, but know they need to work on the office/condo portion a bit.

Commissioner Bowe stated that the bay sizes for the industrial portion of the project seem on the small side to her.

Commissioner Brass agreed and asked if the industrial bays would be leased tenant space or condo space.

Mr. Melton stated that there are a lot of users in the 4,000-5,000 sq. ft. range. He stated that this building gives them a lot of flexibility for business sizes. He said it could end up being just two larger tenants in the building. He noted that they are expecting the trucks to be more panel type box trucks and not the 53-foot-long trucks and explained that they are in discussion with some possible users.

Commissioner Bowe encouraged Mr. Melton to consider dock high and drive-in doors especially for the smaller bays. She asked how much pre-leasing for the condo space would have to happen before the construction would officially begin.

Mr. Melton stated that they plan to move forward as quickly as they can once they get a few users locked in. He stated that he is not sure which building will move forward first because it depends on who shows interest.

Chair Dahlke stated that it appears as though there is a significant challenge in the parking situation that will need to be resolved. He stated that he thinks that DDK will need to be able

to accommodate 53-foot trucks because there may be vendors that show up with that style truck.

Commissioner Sailer stated that in winter conditions the 24-foot road may become 20 feet wide because of snow fall and that should be taken into consideration when thinking about the access to the bays.

Mr. Melton stated that the constraints of the site will essentially dictate what types of users will be attracted to the site.

Chair Dahlke stated that the fire lane needs significant improvement and repairs and asked what type of driveway would be in the back of the project.

Mr. Melton stated that it will be a collective process between the users, but he expects it will be asphalt.

Commissioner Bowe confirmed with the City Engineer that this will continue to be a private road and the 3 parcels will be responsible for maintaining it themselves.

Commissioner Cross stated that she thinks the project, as proposed, is too condensed and too tight.

Commissioner Urbanski stated that he agreed that things may be too tight but noted that he is excited to something come in at this location.

Commissioner Bowe stated that she agrees with most of the staff's comments in the report and noted that she feels that the two planned uses are not complimentary. She would prefer to see a larger industrial building or all office space.

Motion by Commissioner Pfeiffer, second by Commissioner Brass, to recommend to City Council approval of a concept plan for Phase III of the Chaska Building Center (DDK), PC #2019-01; subject to the following conditions:

1. Approvals shall be based on the following graphic exhibits:
 - a. Concept Plan (pgs 1-15), submitted by DDK Construction.
2. Provision/modification of any drainage and utility easements as required by the City Engineer in the course of his review.
3. Provision of easements for the private drives (vehicular cross access easements) that service the lots of the Chaska Building Center.
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 at the property line.
6. Provision that east façade on industrial building provides 360-degree architecture like its south façade.
7. Utilization of modular face brick and natural stone as a Class I material.

8. No exterior storage will be permitted.
9. Provision of the required 50 feet setback from the edge of the top of the creek bank to all buildings and impervious surfaces.
10. Provision of hydrant placement needs to accommodate City standards for hydrant placement and fire code standards.
11. Provision that accesses into site align with adjacent Cuzzy's accesses on Fire Lane, specifically for the central access.
12. Provision that the shared driveway on the north side of the site will be at least twenty-four feet wide and unobstructed at all times.
13. Provision that the professional office buildings will be designed to fit in with the industrial buildings within this development.
14. Provision that the professional office buildings be pushed more south to line up with the adjacent Formacoat building.
15. Provision that the industrial building and professional office buildings are designed to fit into Chaska.
16. Provision that the buildings adhere to the setbacks and regulations of Ordinance No. 950.
17. Provision of a truck turning exhibit and a loading dock exhibit with vehicle sizes to be provided at preliminary submittal.
18. Provision of a direct pedestrian connection from Fire Lane to the City's local trail running along East Chaska Creek.
19. Provision of a parking summary to be submitted at time of preliminary submittal.
20. Provision to submit Utility and Site Plan As-Builts at the time a building permit is issued.
21. Any and all building signage shall be submitted separately, meet the sign ordinance, and shall obtain sign permits prior to installation.
22. Provision of a storm water management plan meeting City and Carver County WMO standards.
23. Compliance with applicable zoning requirements, in particular Chapter 9 (General Requirements).
24. Provision that all mechanical equipment will be fully screened from view.
25. Compliance with section 9.11 Building Design/Materials and Site Design.
26. Adherence with the Engineers Memo dated February 8, 2019.
27. Elimination of all un-used driveway accesses on Chaska Boulevard prior to issuance of a Building Permit.
28. Compliance with the County Memo dated June 8, 2018.
29. Provision to provide accesses into the site consistent with Carver County's guidance and requirements.

Motion carried.

8. Other Business

A. Receive Other Meeting Minutes

- i. Receive the Minutes of the December 03, 2018 December 17, 2018 and January 07, 2019 City Council Meetings.
- ii. Receive the Minutes of the December 10, 2018 and January 14, 2019 Park Board
- iii. Receive the Draft Minutes of the December 17, 2018 EDA Meeting

Commissioner Urbanski

- Gave a brief background on how he came to Chaska and his history in public service
- Noted that he has a family vacation planned and will not be able to attend the next Planning Commission meeting

Commissioner Sailer

- Gave some background information on himself and where he has lived and gone to school

Commissioner Pfeiffer

- Noted that she had served on the Planning Commission for about 3.5 years and gave some information on her background.

Commissioner Cross

- Stated that this is the beginning of her last term on the Planning Commission and gave some background information on her experience

Commissioner Bowe

- Stated that she had been serving on the Planning Commission for about 2 years and gave some background information on herself.

Commissioner Lacey

- Gave some background information on himself and his past work experience

Commissioner Brass

- Gave some background information on himself and his work experience

Commissioner Olson

- Gave some background information on himself and his work experience

Chair Dahlke

- Explained that he is the new Chair of the Planning Commission and gave some history of his experience in the City
- Asked if the City could send out the guidelines for the Class 1, 2, and 3 materials to the full Commission
- He stated that he is happy there is finally work happening on Pioneer Trail
- Asked that the agenda be added to the iPad version of the files

9. Adjourn

Motion by Commissioner Lacey, second by Commissioner Sailer to adjourn the meeting at 8:33 pm.

Motion carried.