



AGENDA  
CHASKA PARK & RECREATION COMMISSION

Tuesday, September 9, 2025  
6:30 PM

1. Call to Order
2. Roll Call
3. Adopt Agenda
4. Visitor Presentation
5. Approve Previous Meeting Minutes
  - 5.A. Meeting Minutes 06/11/2025
6. Receive Council and Planning Meeting Minutes
  - 6.A. City Council Meeting Minutes 05/05/2025, 05/19/2025, 06/02/2025, 06/16/2025, 06/30/2025, 07/21/2025, 08/04/2025
  - 6.B. Planning Meeting Minutes 12/11/24, 02/12/2025, 03/12/2025, 04/09/2025, 05/14/2025
7. Discussion Items
  - 7.A. Park Updates
  - 7.B. Department Happenings
8. Other Business
  - 8.A. Round Table
9. Adjourn

**CHASKA PLANNING COMMISSION  
MINUTES  
JUNE 11, 2025**

1. Call to Order

Chairperson Brass called the meeting to order at 7 pm.

2. Roll Call

Roll call was taken. Members present: Commissioners Aasen, Urbanski, Purdy, Kerber, Campbell, Sailer, Rostad, and Chairperson Brass.

Members absent: Commissioner Baswa

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

3. Adopt the Agenda

Motion by Commissioner Brass, second by Commissioner Kerber, 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 14, 2025, Planning Commission minutes

Motion by Commissioner Brass, second by Commissioner Aasen, to approve the minutes of the May 14, 2025, Planning Commission meeting.

Motion carried.

6. Consent Agenda

Motion by Commissioner Brass, second by Commissioner Kerber, to approve the Consent Agenda as follows:

- a. Recommend Approval of the Final Site & Building Plan for 316 Lake Hazeltine Drive/Beckman Coulter/PC #2025-09

Motion carried.

7. Action Items

There were none.

8. Other Business

- a. City Council Meeting Minutes May 19, 2025

9. Adjourn

Motion by Commissioner Brass, second by Commissioner Sailer, to adjourn the meeting at 7:04 pm.

Motion carried.

**- MINUTES -  
CHASKA CITY COUNCIL  
MAY 5, 2025**

1. Call to Order

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

2. Pledge of Allegiance

3. Roll Call

Roll call was taken. Present: Mayor Hubbard and Councilmembers Benesh, Hatfield, and Sheveland.

Absent: Councilmember Grau.

Also Present: Matt Podhradsky, City Administrator; Elise Durbin, Assistant City Administrator; Julie Grove; Economic Development Coordinator; Krista Mark, Communications Coordinator; and Christophe Morschen, City Attorney.

4. Adopt the Agenda

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

5. Visitor Presentation

5.A. Erik Hansen, SW Transit 2024 Year in Review

Erik Hansen, CEO of SouthWest Transit (SWT), explained they offer bus routes, special events, and on-demand rideshares. In 2024, 31 percent of Prime riders started or ended their trips in Chaska; the most popular location in Chaska was Cub Foods. SWT had 537,877 total ridership in 2024. Overall, ridership is up 20.5 percent in comparison to 2023.

Councilmember Hatfield pointed out SWT is available to the community due to a joint powers agreement, and the transportation service is vital for community members to get to their jobs, grocery stores, or other basic needs.

Mr. Hansen pointed out new events in 2024 included Pride Parade; RenFest; IndiaFest; all Twins, Wild, and Timberwolves home games; and Tate of Minnesota. In 2025, Art-A-Whirl, The Dragon Boat Festival, and the Yacht Club Festival will be added to SWT's event roster.

Mr. Hansen explained SWT staff are working with Carver County Commissioners and stakeholders on a mobility study to determine the needs of future transit in Carver County. They anticipate expanding Prime into new and current service areas. Staff will be evaluating the expansion of fixed routes, including connections off the new 686 route to the airport. Additionally, they are analyzing the expansion feasibility of the autonomous vehicle service pilot program.

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Mr. Hansen added there is currently no dedicated, sustainable revenue stream from the 0.75 sales and use tax approved in 2023. 83 percent of the tax goes to the Metropolitan Council and 17 percent to counties, but none is directly given to any transit agency. The suburban transit providers represent 19 percent of the population in the metro and receive 12 percent of the total motor vehicle sales tax. The Metropolitan Council has provided some assistance, but it is not guaranteed long-term and represents only 0.11 percent of the total expected over 30 years. SWT cannot sustain services or innovate with uncertain allocations.

Mr. Hansen stated legislature clearly intended to fund transit with the 2023 sales and use tax but didn't provide a sustainable, long-term allocation for suburban transit agencies as it currently does with motor vehicle sales tax. SWT is asking the legislature to address the unintended oversight and clearly identify an allocation of the sales and use tax for suburban transit providers.

5.B. Visitor Presentations

Two high school students introduced themselves and explained they were present at the meeting for a government class.

6. Approve Previous Meeting Minutes

6.A. Approve the April 21, 2025, City Council Meeting Minutes

Motion by Councilmember Benesh, second by Councilmember Sheveland to approve the minutes of the April 21, 2025, City Council meeting.

Motion carried.

7. Consent Agenda

Motion by Councilmember Hatfield, second by Councilmember Benesh to approve the Consent Agenda Items A through B:

A. Approve Highpoint Vistas – Wetlands Replacement Plan

Motion to approve the wetland replacement plan for Highpoint Vistas Development.

B. Approve Beckman-Coulter Wetland Replacement Plan

Motion to approve the wetland replacement plan for Beckman-Coulter Building Expansion.

Motion carried.

8. Action Items

8.A. Authorize City Administrator to Sign a Letter of Intent for a Tax Abatement to support Beckman Coulter Expansion

City Administrator Podhradsky introduced the item to the Council and Economic Development Coordinator Julie Grove provided a presentation on it.

Motion by Councilmember Sheveland, second by Councilmember Benesh to authorize City Administrator to sign a letter of intent for a tax abatement to support public improvements for the Beckman Coulter redevelopment at 316 Lake Hazeltine Drive and authorize staff to negotiate a Tax Abatement Agreement with Beckman Coulter.

Motion carried.

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## 9. Bills

### 9.A. Accounts Payable Claims Roster 5-5-2025

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

## 10. Other Business

### 10.A. City Administrator's Report

#### 10.A.i. Bi-Weekly Report 5-5-2025

#### 10.B. YTD Financial Reports – 28-2-2025

#### 10.C. Q4 – 2024 Investment Report Memo

Councilmember Hatfield:

- Pointed out that Christmas in May was the previous weekend, and the event was a success.
- Noted Taste of Chaska is May 14, 2025.
- Added the Chaska Police Night game with the Cubs is May 16, 2025.
- Asked when the new lights downtown would be turned on. Staff said they would follow up with an answer.
- Stated it is currently free to bring yard waste to the organics recycling site in Shakopee.

Councilmember Sheveland:

- Noted a Chaska Fire Department family is supporting their daughter through leukemia treatment.

Assistant City Administrator Elise Durbin:

- Pointed out it is Small Business Week and Public Service Recognition Week.

City Administrator Podhradsky:

- Thanked the volunteers for their work on Christmas in May.

Mayor Hubbard:

- Agreed Christmas in May was a great event.
- Noted Bike to School Day is May 7, 2025.
- Stated the Bike Rodeo is May 12, 2025.
- Attended a recent Cubs game.
- Added Armed Forces Day is May 17, May 11 through May 17 is National Police Week, May is Military Appreciation Month, International Firefighter Day is May 4, EMS Week is May 19 through May 24, Municipal Clerk's Week is May 4 through May 10, National Teacher's Appreciation Week is May 4 through May 10 as well, National Nurse's Week is May 6 through May 12, Public Service Recognition Week is May 4 through May 10, Corrections Officer Week is May 4 through May 10, National Public Works Appreciation Week is May 18 through May 24, Asian and Pacific Islander Heritage Month is May, and Cinco de Mayo is May 5.
- Pointed out there will be a parade and program for Memorial Day.

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11. Adjourn

Motion by Councilmember Hatfield, second by Mayor Hubbard to adjourn the meeting at 7:59 p.m.

Motion carried.

**- MINUTES -  
CHASKA CITY COUNCIL  
MAY 19, 2025**

1. Call to Order

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

2. Pledge of Allegiance

3. Roll Call

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

Absent: None.

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

4. Adopt the Agenda

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

5. Visitor Presentation

No one wished to present to the Council.

6. Approve Previous Meeting Minutes

6.A. Approve the May 5, 2025, City Council Meeting Minutes

Motion by Councilmember Benesh, second by Councilmember Hatfield to approve the minutes of the May 5, 2025, City Council meeting.

Motion carried.

7. Consent Agenda

Councilmember Hatfield asked if the licenses were approved with the listed contingencies. City Administrator Podhradsky confirmed that this is correct. It is the City's method to better align with the State's calendar.

Motion by Councilmember Hatfield, second by Councilmember Grau to approve the Consent Agenda Items A through C:

A. Approve Tobacco License for Cy's Bar & Grill

Motion to approve license to sell tobacco-related products for Cy's Bar & Grill, located at 500 N. Pine St., Chaska.

B. Approve On-Sale, Off-Sale Intoxicating and Sunday Liquor Sales - Cy's Bar & Grill

Motion to approve an Off-Sale Intoxicating Liquor License and Sunday Sale license for Kramp Restaurant Group LLC, DBA Cy's Bar & Grill, located at 500 N. Pine Street #100, Chaska.

C. Approve Liquor License Renewals

Motion to approve liquor license renewals as itemized on Schedule A attached, effective July 1, 2025, through June 30, 2026, with contingencies as noted.

Motion carried.

8. Action Items

8.A. Adopt Resolution No. 2025-27 and Ordinance No. 1060 Approving the Preliminary Site & Building Plan, Preliminary Plat, and Rezoning for EDCO/Pope Design Group/PC #2025-08

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

Councilmember Sheveland arrived at 7:20 p.m.

Mayor Hubbard asked if the road improvements would coincide with the building process. City Administrator Podhradsky confirmed the road improvements will be at the same time as the building process. The Municipal Services Building will be underway as well.

Mayor Hubbard asked if the building would be active all day. John Lewis, CEO of EDCO, stated they have an evening shift for a few employees, but most of the employees will operate during regular work hours.

Councilmember Hatfield thanked EDCO for choosing Chaska. Mr. Lewis noted that EDCO is excited to be in Chaska.

Councilmember Grau and Mayor Hubbard expressed their appreciation for the coming improvements.

Motion by Councilmember Hatfield, second by Councilmember Grau to adopt resolution no. 2025-27 approving the preliminary site & building plan and preliminary plat for EDCO (Creek Road) (PC#2025-08).

Motion carried.

8.A.i. Ordinance No. 1060

Motion by Councilmember Benesh, second by Councilmember Sheveland to adopt Ordinance No. 1060 approving the rezoning from Rural Residential (RR-2) to Planned Industrial Development (PID-12).

Motion carried.

9. Bills

9.A. Accounts Payable Claims Roster Day-Month-2025

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

Motion carried.

10. Other Business

10.A. City Administrator's Report

10.A.i. Bi-Weekly Report 19-5-2025

Councilmember Grau:

- Pointed out that the new roundabout still needs another layer.
- Stated that Park-a-Palooza was a neat event. City Administrator Podhradsky provided more information on the new park.
- Asked about the Memorial Day events. City Administrator Podhradsky stated the Veterans go to cemeteries in the morning. The ceremony is at 10:00 a.m.
- Encouraged people to make good decisions during the holiday weekend.

Councilmember Sheveland:

- Noted her friends and family attended Taste of Chaska which was a successful event.

Councilmember Benesh:

- Encouraged people to make good decisions during the holiday weekend.
- Pointed out it is EMS Week.

Councilmember Hatfield:

- Expressed her appreciation of Staff's involvement in Park-a-Palooza and the park planning efforts.
- Noted Cop on a Rooftop was a great event, though she couldn't attend.
- Stated the summer concert lineup has been posted.
- Explained SouthWest Transit provides transportation to multiple summer concerts, festivals, sports games, and events.
- Stated the Chaska Cubs game is scheduled for that week.
- Added the University of Minnesota student presentations to the Downtown Business Alliance were well done.

City Administrator Podhradsky:

- Asked if Council was open to rearranging the late June/July meeting schedule to avoid a July 7 meeting.
- Councilmember Sheveland stated that Hwy 41 is backed up during school pickup and drop-off times. She suggested opening a different lane to help with the traffic. City Administrator Podhradsky pointed out that the area will be closed for further construction in two weeks.

Mayor Hubbard:

- Encouraged cars to be more mindful of their surroundings. She noted she had to jump out of the way of a car while crossing the street.
- Pointed out there will be new road construction projects starting in the coming weeks.
- Agreed that Taste of Chaska was a well-attended and well-done event.
- Stated a Chaska resident received an award for assisting in the Fleet Farm incident.
- Thanked the veterans for their service.

11. Adjourn

Motion by Councilmember Sheveland, second by Councilmember Benesh to adjourn the meeting at 7:58 p.m.  
Motion carried.

**- MINUTES -  
CHASKA CITY COUNCIL  
JUNE 2, 2025**

1. Call to Order

The meeting was called to order by Mayor Pro Tem Hatfield at 7 p.m.

2. Pledge of Allegiance

3. Roll Call

Roll call was taken. Present: Mayor Pro Tem Hatfield and Councilmembers Benesh, Grau, and Sheveland.

Absent: Mayor Hubbard.

Also Present: Matt Podhradsky, City Administrator; Krista Mark, Communications Coordinator; Elise Durbin, Assistant City Administrator; and Christophe Morschen, City Attorney.

4. Adopt the Agenda

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

5. Proclamation

5.A. Years of Dedication to the Community – Cy’s Bar & Grill

Mayor Pro Tem Hatfield explained Cy’s has been a staple in Chaska and has new ownership. She read the proclamation in full.

Mayor Pro Tem Hatfield noted Cy’s will only close for a couple of days to handle the transition.

6. Visitor Presentation

6.A. Tour de Tonka - Update

Jenny Bodurka, Minnetonka Community Education, explained Tour de Tonka will be in August, and it is the 20<sup>th</sup> anniversary. She highlighted 2025 sponsors on the presentation slide. There will be special events such as merchandise, display, and legacy riders to celebrate the anniversary.

Ms. Bodurka noted there are 835 riders registered with several states and cities represented. Most people sign up for the 100-mile event. The routes go through four counties and 25 cities. She showed a map of the different routes. She pointed out there is a rest stop in Chaska for the 100-mile ride.

Alyssa Peak, Minnetonka Community Education, stated over 600 volunteers are needed to make the event possible. There are many different options for volunteering.

Ms. Peak pointed out the event has raised over \$100,000 for the ICA Food Shelf since 2006. She thanked law enforcement and safety partners for their support of the event.

Mayor Pro Tem Hatfield encouraged folks to volunteer for the event. Ms. Bodurka stated the links to volunteer are on the website.

7. Approve Previous Meeting Minutes

7.A. Approve the May 19, 2025, City Council Meeting Minutes

Motion by Councilmember Sheveland, second by Councilmember Grau to approve the minutes of the May 19, 2025, City Council meeting.

Motion carried.

8. Consent Agenda

Councilmember Sheveland noted her excitement for the Beckman Coulter project moving forward.

Motion by Councilmember Grau, second by Councilmember Benesh to approve the Consent Agenda Items A through C:

- A. Adopt Resolution No. 2025-28 calling for a Public Hearing on Proposed Property Tax Abatement for Beckman Coulter Expansion

Motion to adopt Resolution 2025-28 calling for a public hearing on the proposed property tax abatement to support the expansion of Beckman Coulter and the road improvements necessary on Lake Hazeltine Drive.

- B. Adopt Ordinance 1061 Amending Chapter 7, Article 7.16.030 Illicit Discharges (Salt) and Resolution 2025-29 approving summary ordinance for publication

Motion to adopt Ordinance 2025-1061 regulating illicit discharges into the City's stormwater drainage system.

- B.i. Resolution 2025-29 approving summary ordinance for publication

Resolution 2025-29 approving a summary of the ordinance for publication.

- C. Approve Temporary On-Sale Intoxicating License for Guardian Angels

Motion to approve Temporary On-Sale Intoxicating License TW.24.04 for Guardian Angels Church, allowing them to serve intoxicating beverages at the AngelFest Celebration, effective September 27, 2025.

Motion carried.

9. Action Items

10. Bills

10.A. Accounts Payable Claims Roster 2-6-2025

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

11. Other Business

11.A. City Administrator's Report

11.A.i. Bi-Weekly Report 2-6-2025

11.B. Financial Reports as of 03/31/2025

Councilmember Grau:

- Attended the Memorial Day celebration.
- Noted the Chaska Baseball Classic is June 13-15, 2025.
- Pointed out there was structural damage downtown. It appears a car ran into a median. City Manager Podhradsky stated U-turns in the downtown area have caused that damage and other incidents. Staff is looking into solutions.
- Asked when the bridge on the bike path would be completed. City Manager Podhradsky explained all of the blacktop will be completed by mid-June.
- Asked for an update on 41 and Engler. City Manager Podhradsky stated it will be switched over around June 16, 2025. Half of the road is always open to allow local access.
- Encouraged community members to be more aware of youth walking and biking around.

Councilmember Sheveland:

- Pointed out Dance Warehouse had their recital at Southwest Christian High School. She thanked the community workers for implementing the temporary stoplight.
- Went to Fishing with Friends.
- Congratulated students for finishing another school year.

Councilmember Benesh:

- Congratulated the Chaska High School Class of 2025.
- Pointed out there is a new bubble tea vendor on Crystal Lane.

Assistant City Administrator Durbin:

- Noted local businesses are being highlighted in a video by Mayor Pro Tem Hatfield and Mayor Hubbard. The videos are available on YouTube as well.

City Manager Podhradsky:

- Stated Staff met with owners of TownSquare regarding public safety, and it was a constructive meeting.

Mayor Pro Tem Hatfield:

- Congratulated the City of Chaska for making the Star Tribune's top workplaces list. City Manager Podhradsky noted their employees had a high survey participation rate.
- Stated Chaska Pride is June 21, 2025.
- Noted Picnic with Police is June 25, 2025.
- Added the Kids Concert and Ice Cream Social is June 10, 2025.
- Stated July 12, 2025, is the Fire and Ice Festival.
- Pointed out River City Days is July 25-26, 2025.
- Thanked the Legion and VFW for honoring veterans on Memorial Day.

12. Adjourn

Motion by Councilmember Benesh, second by Councilmember Sheveland to adjourn the meeting at 7:33 p.m.  
Motion carried.

**- MINUTES -**  
**CHASKA CITY COUNCIL**  
**JUNE 16, 2025**

1. Call to Order

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

2. Pledge of Allegiance

3. Roll Call

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

Absent: None.

Also Present: Matt Podhradsky, City Administrator; Noel Graczyk, Administrative Services Director; Kevin Wright, Communication Director; Elise Durbin, Assistant Administrator; Marshall Grange, Parks and Recreation Director; Nate Kabat, Community Development Director; Liz Hanson, City Planner; Christophe Morschen, City Attorney; Matt Haefner, Water and Sewer Director; and Matt Clark, City Engineer.

4. Adopt the Agenda

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

5. Visitor Presentation

5.A. Growth Through Opportunity Swearing In Ceremony

Police Chief Ryan Seibert provided details on the Growth Through Opportunity program and its history.

Mayor Hubbard conducted the Oath of Office for Griffin Williams and Aidan Coughlin.

Emergency alerts were heard in the Chambers. Councilmember Grau asked what the emergency procedure is in case they need to shelter in place. City Administrator Podhradsky stated they would leave the room through the main doors and go directly down the stairs. He advised against using elevators.

5.B. Brooks Ridge Homeowners Association request for Railroad Quiet Zone

Scott Morse, 542 Sweet Water Path, requested that the Council implement a quiet zone near his home. He explained that when he first moved to the area, the railroad near his home was only used twice per week. However, there are closer to six trains that run each day now. There is a horn most mornings at 3:00 a.m. The railroad is a financial concern in terms of home value and also a health concern. Mr. Morse pointed out that he has been speaking with Staff about the issue. He recommended that future developments near railroads be required to include more noise mitigation efforts.

City Administrator Podhradsky noted Staff met with the railroad a few years back about noise concerns. The railroad had implemented noise mitigation siding. The railroad had a temporary issue with construction where they were unable to use the regular noise mitigation efforts. Also, the railroad has stated it will review its horn regulations to ensure the noise isn't extensive. He provided additional details on other railways in the City and the cost of additional noise mitigation efforts.

Mayor Hubbard asked if there is a grant opportunity to help alleviate the financial burden. City Administrator Podhradsky stated he isn't aware of any. However, the City must be equitable in handling the noise mitigation efforts. Another Chaska neighborhood has already paid for noise mitigation.

#### 5.C. Appreciation to Chaska Police Department

Jen Welvaert, 632 Dresden Circle, explained that a group of residents and non-residents alike thank the Council for their public service. She also thanked the Chaska Police Department for calmly handling the recent peaceful protests.

Mayor Hubbard acknowledged that the recent shooting of political leaders was a dark day in Minnesota's history. She thanked the commenter for her words.

City Administrator Podhradsky pointed out that two Chaska Police Department officers were involved in the capture of the shooter.

#### 6. Approve Previous Meeting Minutes

##### 6.A. Approve the June 2, 2025, City Council Meeting Minutes

Motion by Councilmember Sheveland, second by Councilmember Grau to approve the minutes of the June 2, 2025, City Council meeting.

Motion carried.

#### 7. Consent Agenda

Motion by Councilmember Hatfield, second by Councilmember Benesh to approve the Consent Agenda Items A through I:

A. Adopt Resolution 2025-30 Pertaining to the Expenditure of City Funds by/for Employees  
Motion to adopt Resolution 2025-30 Pertaining to the Expenditure of City Funds for/by Employees and incorporate it into the Chaska Employee Handbook.

B. Approve Transient Accommodation - Hazeltine National Golf Club  
Motion to approve the 2025-2026 transient accommodation license effective June 16, 2025, through April 30, 2026.

C. Adopt Resolution No. 2025-31 Approving the Final Site & Building Plan for 316 Lake Hazeltine Drive/Beckman Coulter/PC #2025-09  
Motion to adopt Resolution No. 2025-31 approving the Final Site & Building Plan for the building addition at 316 Lake Hazeltine Drive.

D. Approve Temporary On Sale Intoxicating License for Flags and Honor of MN

Motion to approve the Temporary On-Sale Intoxicating License TW 25-05 for Flags and Honor of Minnesota, which allows them to serve intoxicating beverages at their car, bike, and tractor fundraising event, on August 2, 2025.

E. Approve Temporary On Sale Intoxicating License for Chaska Lions Club

Motion to approve Temporary On-Sale Intoxicating License TW 25.06 for the Chaska Lions Club, that allows them to serve intoxicating beverages at Chaska City River Days, on July 25th – 27th, 2025.

F. Development Agreement between City of Chaska and Coventry Properties of Chaska, LLC

Motion to authorize the Mayor and City Administrator to sign the Development Agreement between City of Chaska and Coventry Properties of Chaska, LLC.

G. Approve Alphabet Junction's Request to Terminate the Chaska Community Center Lease Agreement Early

Approve early termination of the Chaska Community Center Lease Agreement effective August 1, 2025.

H. Adopt Resolution 2025-34 - Approving 2025 Performance Measures

Motion to approve and adopt Resolution 2025-34 Approving 2025 Performance Measures.

I. Resolution 2025-35 Calling for a Public Hearing on Proposed Cable Television Franchise Agreement and Proposed Cable Television Franchise Ordinance

Motion to adopt Resolution 2025-35 calling for a public hearing on the proposed cable television franchise agreement and proposed cable television franchise ordinance.

Mayor Hubbard expressed her excitement for the final building plan approval at 316 Hazeltine Drive, referring to Consent Agenda Item 7.C. Adopt Resolution No. 2025-31 Approving the Final Site & Building Plan for 316 Lake Hazeltine Drive/Beckman Coulter/PC #2025-09.

Motion carried.

## 8. Action Items

### 8.A. Public Hearing and Resolution 2025-33 Authorizing Execution of a Tax Abatement Agreement for Beckman Coulter Expansion

City Administrator Podhradsky introduced the item to the Council, and Assistant City Administrator Elise Durbin provided a presentation on it.

Mayor Hubbard opened the public hearing at 7:35 p.m.

No one wished to address the Council.

Mayor Hubbard closed the public hearing at 7:36 p.m.

Motion by Councilmember Benesh, second by Councilmember Grau to adopt Resolution 2025-33 authorizing approval of the Property Tax Agreement between the City of Chaska and Beckman Coulter.

Motion carried.

8.B. Implement an Electric Utility Franchise and Franchise Fee with both MVEC and Xcel  
City Administrator Podhradsky introduced the item to the Council, and Administrative Services Director Noel Graczyk provided a presentation on it.

8.B.i. Adopt Ordinance No. 2025-1063 Granting Minnesota Valley Electric Cooperative an Electric Utility Franchise

Motion by Councilmember Hatfield, second by Councilmember Grau to adopt Ordinance No. 2025-1063 Granting Minnesota Valley Electric Cooperative an Electric Utility Franchise.  
Motion carried.

8.B.ii. Adopt Ordinance No. 2025-1064 Implementing an Electric Energy Franchise Fee on Minnesota Valley Electric Cooperative

Motion by Councilmember Sheveland, second by Councilmember Benesh to adopt Ordinance No. 2025-1064 Implementing an Electric Energy Franchise Fee on Minnesota Valley Electric Cooperative.  
Motion carried.

8.B.iii. Adopt Ordinance No. 2025-1065 Granting Northern States Power Company an Electric Utility Franchise

Motion by Councilmember Benesh, second by Mayor Hubbard to adopt Ordinance No. 2025-1065 Granting Northern States Power Company an Electric Utility Franchise.  
Motion carried.

8.B.iv. Adopt Ordinance No. 2025-1066 Implementing an Electric Energy Franchise Fee on Northern States Power Company

Motion by Councilmember Sheveland, second by Councilmember Grau to adopt Ordinance No. 2025-1066 Implementing an Electric Energy Franchise Fee on Northern States Power Company.  
Motion carried.

8.B.v. Adopt Resolution No. 2025-32 To Approve Summary Publication of Ordinances 2025-1063, 2025-1064, 2025-1065, and 2025-1066

Motion by Councilmember Hatfield, second by Councilmember Benesh to adopt Resolution No. 2025-32 To Approve Summary Publication of Ordinances 2025-1063, 2025-1064, 2025-1065, and 2025-1066.  
Motion carried.

## 9. Bills

9.A. Accounts Payable Claims Roster 16-6-2025

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

## 10. Other Business

10.A. City Administrator's Report

10.A.i. Bi-Weekly Report 16-6-2025

Councilmember Grau:

- Thanked Mayor Hubbard for her public comments regarding the recent tragedy.
- Encouraged the public to respect other points of view and reminded everyone that people tend to have more in common than not.
- Pointed out that part of Hwy 41 is now closed. He suggested signage be added to the construction area to indicate which roads do not have throughways.
- Thanked volunteers who prepared the baseball fields to showcase Chaska.

Councilmember Hatfield:

- Noted Chaska Pride is June 21, 2025.
- Stated Picnic with Police is June 25, 2025.
- Pointed out June is Pride Month and also National Public Safety Month.
- Thanked Mayor Hubbard for her public comments regarding the recent tragedy. She explained that those who demonstrated peacefully are representative of Minnesota.

Councilmember Sheveland:

- Stated that instilling values in people begins at home.

Councilmember Benesh:

- Acknowledged the difficult events from over the weekend. He stated that the United States is no place for political violence.

City Administrator Podhradsky:

- Noted there will be two work session items at an upcoming meeting: Municipal Services Building rendition and the next year's budget.

Mayor Hubbard:

- Thanked Staff for their work over the weekend.
- Explained that her children were scared about the shooting and the list of targets.
- Reiterated that they can have disagreements and still be kind to one another.
- Noted she has received several comments about speeding e-bikes and cars ignoring crosswalks. She encouraged folks to be respectful of one another, to be aware of pedestrians, and to abide by the traffic laws. City Administrator Podhradsky pointed out that the City is working to promote pedestrian safety through signage, lights, and community education.
- Added the Community Market is June 19, 2025.
- Stated Family Night in the Ballpark is June 22, 2025.

11. Adjourn

Motion by Councilmember Grau, second by Councilmember Sheveland to adjourn the meeting at 8:21 p.m.

Motion carried.

**- MINUTES -  
CHASKA CITY COUNCIL  
JUNE 30, 2025**

1. Call to Order

The meeting was called to order by Mayor Hubbard at 7:05 p.m.

2. Pledge of Allegiance

3. Roll Call

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

Absent: None.

Also Present: Matt Podhradsky, City Administrator; Elise Durbin, Assistant City Administrator; Kevin Wright, Community Engagement Manager; Krista Mark, Communications Coordinator; and Christophe Morschen, City Attorney.

4. Adopt the Agenda

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

5. Visitor Presentation

No one wished to present to the Council.

6. Approve Previous Meeting Minutes

6.A. Approve the June 16, 2025, City Council Meeting Minutes

Motion by Councilmember Benesh, second by Councilmember Grau to approve the minutes of the June 16, 2025, City Council meeting.

Motion carried.

7. Consent Agenda

Motion by Councilmember Hatfield, second by Councilmember Benesh to approve the Consent Agenda Items A through C:

A. Approve Appointments to the Minnesota Municipal Utilities Association

Motion to approve the designation in ranking order to the MMUA Association, Andrew Romine, Mike Engelen and Troy Wiebe.

B. Approving a Master Services Agreement with FinnlyTech Inc.

Motion to authorize City Staff to notify Active of the City's intent not to renew the existing agreement and initiate discussions with Active for termination of the existing services agreement.

Motion to approve the Mayor and City Administrator to approve a Master Services Agreement with FinnlyTech Inc., in substantially the form presented subject to final negotiations with Finnly which are acceptable in the opinion of the City Attorney.

C. Approve the University of Minnesota Rental Space at the Chaska Community Center  
Motion for City Council approval of the University of Minnesota's request for rental space at the Chaska Community Center.

Motion carried.

#### 8. Action Items

##### 8.A. Adopt Ordinance 2025-1062 Regulating the Keeping of Chickens

City Administrator Podhradsky introduced the item to the Council and Assistant City Administrator Durbin provided a presentation on it.

Councilmember Grau asked if there is education planned for the community. Assistant City Administrator Durbin confirmed there would be public notices and other education efforts provided to HOAs.

Councilmember Benesh asked what setbacks would apply. Assistant City Administrator Durbin stated there is a ten-foot setback from the property line.

City Administrator Podhradsky pointed out that a larger setback was considered, but it wasn't implemented due to the increased restrictiveness.

Councilmember Sheveland asked if other nuisance issues would be addressed prior to allowing a new accessory building. Assistant City Administrator Durbin confirmed there is a provision addressing the concern.

Councilmember Sheveland asked if there are concerns about water being negatively impacted by runoff from chicken keeping. City Administrator Podhradsky stated he was unaware of negative impacts on water sources. Other communities have allowed chicken keeping without impacts on their water sources.

Councilmember Benesh pointed out that there is a 15-foot setback from any ponds, lakes, or rivers.

City Administrator Podhradsky added that chickens must be properly cared for or else the City would intervene, similar to other pets.

Mayor Hubbard asked if anyone wanted to comment on the proposed ordinance.

John Prondzinski, 1160 Symphony Lane, stated he has concerns about the process and creating issues in neighborhoods. He pointed out there wasn't a discussion about larger setbacks at the Council's work session. A ten-foot setback would create odors for neighbors. He asked if the ordinance or the property covenant takes precedence. City Attorney Christophe Morschen explained that private covenants are not impacted by the proposed ordinance.

Mr. Prondzinski asked if a private covenant states a City ordinance would take precedent, then how would the City handle it. Mr. Morschen stated he represents the City of Chaska and cannot provide legal advice to residents.

City Administrator Podhradsky stated the City isn't trying to interfere with private covenants. Mr. Morschen stated it would ultimately be a private matter between a homeowner and an association.

Mr. Prondzinski pointed out that the argument of a fifty-foot setback being too restrictive is irrelevant because the ordinance allows HOAs to impose their own restrictions.

Councilmember Hatfield noted that her lived experience of living next to a chicken coop was positive and didn't create any issues. Chicken coops have not been shown to reduce property value, and some people seek out communities that allow chicken keeping.

Mayor Hubbard thanked community members for their engagement in the process. She noted there is an argument that chicken keeping is more affordable than buying eggs, but that isn't the case. Chicken keeping is a lifestyle choice. She added that she hopes there are positive community relationships created and maintained.

Mayor Hubbard pointed out that she spoke with law enforcement, and they haven't had issues related to chicken keeping in neighboring municipalities. As long as the animals are well cared for, there doesn't seem to be an issue with chicken keeping.

Councilmember Sheveland suggested the City implement an annual fee to allow Staff time to inspect the coops and care of the chickens. Mayor Hubbard stated they could consider a renewal fee.

City Administrator Podhradsky added that Staff is still committed to code enforcement and will respond to any code violation reports.

Mr. Prondzinski stated that a neighbor with a chicken coop could deter one's home sales. When lots are smaller than one-third of an acre, a chicken coop would end up being very close to a neighbor's house.

Mayor Hubbard stated that for every person who doesn't support backyard chickens, there are a couple who do support backyard chickens. In 2020, the City interviewed chicken owners and their neighbors, and they didn't find any issues. It is the Council's responsibility to respond to the requests and needs of the community and create reasonable ordinances that promote a high quality of life.

Councilmember Benesh stated the City isn't going to be overrun with chickens. It is not his role to regulate lifestyles. He noted his support of increasing the setbacks. In his experience at homes that keep chickens, he hasn't heard or smelled backyard chickens.

Councilmember Sheveland pointed out that Eden Prairie requires a 50-foot setback from other homes and a 10-foot setback from property lines for chicken coops. In Chanhassen, 25-foot setback from other homes and a 10-foot setback from property lines for chicken coops.

City Administrator Podhradsky explained that Chaska's smallest lots are 30 feet wide. Staff suggested the ten-foot setback to allow for more homes to have coops. Many of the 30-foot lots have a detached garage that takes up much of the length of the lot.

Mr. Prondzinski stated that those lots may just be too small for chicken keeping. Also, a 20-foot setback from a neighboring residence is a reasonable request. Most lots have ten-foot house setbacks from the property line, so most lots would include a 20-foot setback automatically. A 20-foot setback from residences included in the ordinance would only apply to areas with five-foot setbacks.

Councilmember Hatfield stated she would support a 20-foot setback from residential buildings but not from any structure.

Councilmember Grau pointed out that the most controversial topic he has handled while on the Council is regarding chickens. Support for backyard chickens is not unanimous.

Councilmember Hatfield asked if a renewal fee would include an inspection. City Administrator Podhradsky stated the fee shouldn't be more than \$50.

Mayor Hubbard noted there is an \$18 renewal fee for dog registration. City Administrator Podhradsky stated \$50 would cover the cost of Staff time.

Councilmember Hubbard suggested there be a two-year license.

City Administrator Podhradsky recommended that the licensure renewal timeline is during the summer. He suggested the licenses be from July 1 to June 30.

Mayor Hubbard stated it sounds like there is a desire for a 10-foot general setback and a 20-foot setback from any principal building.

Councilmember Sheveland stated the 20-foot setback is repetitive. City Administrator Podhradsky stated that some areas only have a five-foot setback.

Councilmember Hatfield added that the downtown lots are inconsistent, so they may not all have ten-foot setbacks.

Motion by Councilmember Hatfield, second by Mayor Hubbard to adopt Ordinance 2025-1062, with the addition of a 20-foot setback from the principal structure and addition of the two-year licensure period and a \$50 renewal fee, regulating the keeping of chickens.

Motion carried (3-2, Councilmembers Grau and Sheveland).

City Administrator Podhradsky stated the City will need to get a process in place, as will local associations. He suggested that September 1, 2025, be the date where the city will begin applications.

Mayor Hubbard thanked Mr. Prondzinski for his input.

8.B. Public Hearing – Comcast Cable Television Franchise Renewal and Franchise Ordinance  
City Administrator Podhradsky introduced the item to the Council and Communication Director Kevin Wright provided a presentation on it.

Mayor Hubbard asked if YouTube gets to decide if ads are run on a video. Mr. Wright confirmed that it is correct. Chaska doesn't monetize its own account.

Motion by Councilmember Sheveland, second by Councilmember Benesh to open the public hearing.

Staff stated that there doesn't need to be a motion to open a public hearing.

Mayor Hubbard opened the public hearing at 8:26 p.m.

No one wished to address the Council.

Mayor Hubbard closed the public hearing at 8:27 p.m.

## 9. Bills

### 9.A. Accounts Payable Claims Roster 30-6-2025

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

## 10. Other Business

### 10.A. City Administrator's Report

#### 10.A.i. Bi-Weekly Report 30-6-2025

#### 10.B. Financial Reports as of 04/30/25

#### 10.C. Q1 – 2025 Investment Report Memo

Councilmember Hatfield:

- Stated the pictures from the Pride event looked great. She congratulated the Human Rights Commission for their work on the event.
- Congratulated Riverview Terrace on their 50th anniversary. They have an event planned on July 2, 2025, to celebrate.
- Noted Fire and Ice is July 11-12, 2025.
- Added River City Days is the last weekend in July.
- Pointed out fireworks are planned for July 4, 2025.
- Encouraged community members to be respectful of their neighbors in light of the holiday.
- Congratulated Carver's Mayor Johnson on her election to Vice President of the Minnesota League of Cities.

Councilmember Grau:

- Asked for an update on the evergreens along the bike path. City Administrator Podhradsky provided an update.
- Thanked folks responsible for notifying the community about severe weather.
- Asked if the County has considered a more localized severe weather notification, similar to Hennepin's process. City Administrator Podhradsky confirmed he would look into it.

Mayor Hubbard:

- Attended the Pride Picnic, and there was a good turnout despite the heat. She suggested a public splash pad be considered for next year's event.
- Noted Chaska hosted the Metropolitan Council recently.
- Added the Police Picnic was canceled due to weather.
- Asked if the Council would participate in the Fire and Ice Parade. City Administrator Podhradsky stated the Council typically participates, but the registration for the parade hasn't opened yet.
- Pointed out the Chaska Cubs are having a great season.

#### 11. Adjourn

Motion by Councilmember Sheveland, second by Councilmember Hatfield to adjourn the meeting at 8:51 p.m.

Motion carried.

**- MINUTES -  
CHASKA CITY COUNCIL  
JULY 21, 2025**

1. Call to Order

The meeting was called to order by Mayor Hubbard at 7:00 p.m.

2. Pledge of Allegiance

3. Roll Call

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

Absent: Councilmember Sheveland.

Also Present: Matt Podhradsky, City Administrator; Noel Graczyk, Administrative Services Director; Elise Durbin, Assistant City Administrator; Julie Grove, Economic Development Coordinator; Krista Mark, Communications Coordinator; and Christophe Morschen, City Attorney;

4. Adopt the Agenda

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

5. Visitor Presentation

No one wished to present to the Council.

6. Approve Previous Meeting Minutes

6.A. Approve the June 30, 2025, City Council Meeting Minutes

Motion by Councilmember Grau, second by Councilmember Benesh to approve the minutes of the June 30, 2025, City Council meeting.

Motion carried.

7. Consent Agenda

Motion by Councilmember Benesh, second by Councilmember Hatfield to approve the Consent Agenda Items A through J:

A. Approve Tobacco License Application for Lewsader Vending Enterprises, LLC

Motion to approve license TOB 25.21 to sell tobacco-related products for Lewsader Vending Enterprises located at 1045 Stoughton Ave. Chaska DBA NorthStar Regional a Residential Treatment Center.

B. Adopt Resolution 2025-36 Approving an Off-Site Gambling Permit to Chaska Lions Club  
Motion to adopt Resolution No. 2025-36 approving the Chaska Lions' request to conduct a bingo event on July 26th & 27th, 2025 at Chaska Lions Park.

C. Approve On-Sale Intoxicating and Sunday Sale Liquor License for Southern Social

D. Adopt Resolution 2025-37 Premises Gambling Permit to Chaska Lions Club

Motion to approve an On-Sale Intoxicating Liquor License and Sunday Sale license for Southern Social Chaska LLC, DBA Southern Social, located at 2880 Chaska Blvd, Chaska.

E. Adopt Resolution 2025-38 Supporting Capital Budget Requests to the State of Minnesota  
Motion to adopt Resolution 2025-38 approving support for the 2026 Capital Budget Requests to the State of Minnesota.

F. Adopt Resolution 2025-39 Awarding Bid for Outlet D Storm Water Pumping Station 2025 Improvements

Motion to approve Resolution 2025-39 awarding the bid for Outlet D Storm Water Pumping Station 2025 Improvements to Pember Companies, Inc. in the low bid amount of \$368,650.00

G. Adopt Resolution 2025-40 Accepting Gifts and Donations

Motion to adopt Resolution 2025-40 acknowledging and accepting gifts to the City of Chaska received during the period October 1, 2024 through December 31, 2024.

H. Adopt Resolution 2025-41 Accepting Gifts and Donations

Motion to adopt Resolution 2025-41 acknowledging and accepting gifts to the City of Chaska received during the period January 1, 2025 through March 31, 2025.

I. Adopt Resolution 2025-42 Accepting Gifts and Donations

Motion to adopt Resolution 2025-42 acknowledging and accepting gifts to the City of Chaska received during the period April 1, 2025 through June 30, 2025.

J. Renew a Cable Television Franchise with Comcast

i. Adopt Ordinance No. 2025-1067 Granting a Cable Television Franchise to Comcast

Motion to adopt Ordinance No. 2025-1067 to renew a Cable Television Franchise Fee with Comcast.

ii. Adopt Resolution 2025-43 To Approve Summary Publication of Ordinance 2025-1067

Motion to adopt Resolution No. 2025- to approve summary publication of Ordinance 2025-1067  
Motion carried.

## 8. Action Items

### 8.A. 2024 Annual Financial Reports

City Administrator Podhradsky introduced the item to the Council and Administrative Services Director Noel Graczyk provided a presentation on it. Christopher Knopik and Ezra Koetz, representatives of CliftonLarsonAllen, continued the presentation.

Councilmember Hatfield pointed out that the same topic was addressed during the Work Session, and Council had another opportunity to ask questions of Staff and the auditors. She thanked Staff for their work on the audit.

Mayor Hubbard thanked Mr. Graczyk for his hard work and the clarity with which he has communicated. She thanked the Chaska Fire Department Relief Association for their time.

Motion by Councilmember Hatfield, second by Councilmember Grau to accept the 2024 Annual Comprehensive Financial Report for the City of Chaska and associated audit reports as well as the 2024 Annual Financial Report for the Chaska Fire Department Relief Association and associated audit reports.

Motion carried.

8.B. Authorize Letter of Intent for TIF Assistance for the Proposed EDCO Project

City Administrator Podhradsky introduced the item to the Council and Economic Development Coordinator Julie Grove provided a presentation on it.

Mayor Hubbard stated the prospect is exciting. The City's TIF policy is flexible and is a great tool for Chaska.

Motion by Councilmember Grau, second by Councilmember Benesh to authorize the City Administrator to execute the Letter of Intent for TIF assistance to the proposed EDCO Project.

Motion carried.

9. Bills

9.A. Accounts Payable Claims Roster 21-07-2025

The Council requested further information about bills regarding Civic Plus.

City Administrator Podhradsky provided further information regarding those bills.

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

Motion carried.

10. Other Business

10.A. City Administrator's Report

10.A.i. Bi-Weekly Report 21-07-2025

Councilmember Hatfield:

- Pointed out River City Days is scheduled for the coming weekend.
- Cones with a Cop is on Wednesday, July 23.
- Asked if the utility costs are higher than the rest of the year. City Administrator Podhradsky confirmed that July and August are the highest cost months for electricity.

Councilmember Grau:

- Attended a recent Cubs fundraiser.
- Expressed his appreciation of the Chaska community.
- Thanked the Community Engagement Officer for his work.

City Administrator Podhradsky:

- Attended an event at The Loop geared towards folks with disabilities. The Loop caters to any and all people.
- Pointed out Hazeltine opened their villas. The sidewalk will be added in the next week or so.

Mayor Hubbard:

- Noted that there will be improvements to City buildings in the coming years. However, nuisances or unsafe situations can be addressed in the interim.
- Thanked the sponsors who supported Fire and Ice.
- Added that the Cubs fundraiser was inspiring.
- Toured the new Public Safety Facility.
- Attended the Veterans' Picnic.
- Welcomed Chaska's four new police officers.
- Pointed out the Minnesota Bluffs ribbon cutting is on July 22.
- Stated Chaska Friends of the Library is having a sale on July 25 and 26.
- Added Night to Unite is on August 5, 2025.

11. Adjourn

Motion by Councilmember Hatfield, second by Councilmember Benesh to adjourn the meeting at 8:29 p.m.

Motion carried.

**- MINUTES -  
CHASKA CITY COUNCIL  
AUGUST 4, 2025**

1. Call to Order

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

2. Pledge of Allegiance

3. Roll Call

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

Absent: Councilmember Benesh.

Also Present: Matt Podhradsky, City Administrator; Elise Durbin, Assistant City Administrator; Krista Mark, Communications Coordinator; and Christophe Morschen, City Attorney.

4. Adopt the Agenda

This item was addressed after 5.A. Recognition of Service and Passing of Kristine Kohman – HPC Commission.

5. Visitor Presentation

5.A. Recognition of Service and Passing of Kristine Kohman – HPC Commission

Mayor Hubbard read a statement recognizing the service and passing of Kristine Kohman. The Council participated in a moment of silence.

4. Adopt the Agenda

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

6. Approve Previous Meeting Minutes

6.A. Approve the July 21, 2025 City Council Meeting Minutes

Motion by Councilmember Grau, second by Councilmember Hatfield to approve the minutes of the July 21, 2025, City Council meeting.

Motion carried.

7. Consent Agenda

Councilmember Hatfield asked if the City has more information for Oak Ridge's plan. City Administrator Podhradsky explained the applicant hopes to restore Oak Ridge to its former operations, though they may not include food service.

Councilmember Sheveland pointed out that there is a history at some of the city's hotels of less-than-desirable behavior due to transient populations. She stated she doesn't want Costco customers to feel unsafe. She asked if steps are being taken to prevent similar issues. City

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AUGUST 4, 2025 PAGE 2

Administrator Podhradsky stated the City's ordinances are structured to be responsive to such issues rather than preventative. If Oak Ridge receives too many police calls they will be required to meet certain conditions.

Councilmember Sheveland added Bellows Bistro is cute and has decent food.

Motion by Councilmember Hatfield, second by Councilmember Sheveland to approve the Consent Agenda Items A through D:

- A. Adopt Resolution 2025-44 Calling for a Public Hearing on the Establishment of TIF District No. 25 – EDCO

Motion to adopt Resolution 2025-44 calling for a public hearing on September 15, 2025, to consider the establishment of TIF District No. 25 EDCO and subsequent business subsidy.

- B. Approve On-Sale Intoxicating and Sunday Sale Liquor License for Bellows Bistro

Motion to approve an On-Sale Intoxicating Liquor License and Sunday Sale license for The Bellows Inc., DBA The Bellows Bistro, located at 232 Pioneer Trail, Chaska.

- C. Approve License and Hold Harmless Agreement for City's Touch a Truck Event

Motion to approve the License and Hold Harmless Agreement.

- D. Approve Transient Accommodation License for Oak Ridge Chaska

Motion to approve a transient accommodation license for Oak Ridge Chaska, starting at Level I, contingent upon resolution of all outstanding building code and site improvement issues, to the satisfaction of the Building Official and Planning Department, payment of the required license fee, and payment of outstanding utility bills.

Motion carried.

### 8. Action Items

#### 9. Bills

##### 9.A. Accounts Payable Claims Roster 4-8-2025

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

Motion carried.

#### 10. Other Business

##### 10.A. City Administrator's Report

###### 10.A.i. Bi-Weekly Report 4-8-2025

##### 10.B. Financial reports as of 31/5

Councilmember Hatfield:

- Pointed out that River City Days was a fantastic event.
- Attended the annual MMPA meeting with Mayor Hubbard.
- Noted Carver County Fair starts August 10, 2025.
- Stated the Chaska Touch a Truck event is on August 14, 2025; there is a sensory-friendly version hosted on August 13.
- Added Chaska Cares is on August 20, 2025.

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AUGUST 4, 2025 PAGE 3

- Encouraged folks to use local transit to get to the Minnesota State Fair and the Renaissance Festival.

City Administrator Podhradsky:

- Provided an update on the Hwy 41 construction projects.

Mayor Hubbard:

- Noted there is a food donation challenge, and she encouraged Chaska residents to bring donations to the Community Center.
- Stated Southern Social has officially opened, and their food is great.
- Added Raven and Rose Beauty Parlor has also opened.
- Agreed River City Days was well done.
- Participated in the ribbon cutting for the new bike trails.
- Stated there is potential for State representatives to tour local building projects.
- Congratulated the Chaska Cubs for their success and wished them luck at the State tournament.
- Added that the Farmer's Market is on Thursdays.

11. Adjourn

Motion by Councilmember Hatfield, second by Councilmember Grau to adjourn the meeting at 7:35 p.m.

Motion carried.

**CHASKA PLANNING COMMISSION  
MINUTES  
DECEMBER 11, 2024**

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 Kerber to adopt the agenda as presented.

Motion carried.

4. Visitor Presentation

No one appeared under Visitor Presentation.

5. Approve Previous Meeting Minutes

- a. Approve October 9, 2024 and November 13, 2024 Planning Commission Meeting Minutes

Motion by Commissioner Brass, second by Commissioner Urbanski, to approve the minutes of the October 9, 2024 Planning Commission meeting.

Motion carried.

6. Consent Agenda

7. Action Items

- a. Recommend Approval of the Concept Plan for Beckman Coulter at 316 Lake Hazeltine Drive/Beckman Coulter/PC #2024-23

City Planner Hanson presented the item to the Commission and noted that this item would come before the City Council on December 16, 2024.

Commissioner Olson stated that City Planner Hanson had said that originally the previous owner had an expansion plan for the building and asked what the square footage was for that plan.

City Planner Hanson stated that the square footage was roughly 50,000 sq. ft.

Commissioner Olson stated that this plan would be about 40% more than those plans.

Chair Brass referenced the back area and the nook that was created and asked if they had plans for outside storage in this location or if it was intended to just be an open area for trucks to turn around in.

City Planner Hanson suggested that the applicant could respond to that question and noted that at this time there was not a proposal for exterior storage. She stated that the assumption at the concept level was that it was intended to be more of a loading area for the additional warehouse portion of the addition.

Chair Brass noted that they are short about 100 stalls.

City Planner Hanson stated that they are short by a bit under 100 stalls right now and explained that there are ways to look at proof of parking on the site that they don't think would be insurmountable.

Amy Salsbury, representing the applicant, introduced herself.

Chair Brass reiterated his question relating to the back area.

Ms. Salsbury explained that area was intended to be used for truck turn around space and noted that they have faced the opening to the receiving docks to the south in order to help.

Chair Brass asked if the receiving docks and shipping docks were on opposite sides.

Ms. Salsbury stated that was correct and explained that they would flow their manufacturing from west to east.

Chair Brass asked about their anticipated start time.

Ms. Salsbury explained that their anticipated start time, if everything was approved, would be the spring of 2025 for their groundbreaking.

Commissioner Gaare asked about parking for the additional 300 employees and if the facility would be done via shift work.

Ms. Salsbury stated that they will have multiple shifts for their workforce.

Chair Brass asked how many employees they were expecting to be on site for each shift.

Ms. Salsbury stated that they were estimating about 250 people at the maximum for each shift.

Commissioner Urbanski asked if all of the jobs would be manufacturing.

Ms. Salsbury stated that they would be manufacturing and manufacturing support jobs.

Commissioner Olson stated that it seemed like the size of the facility was limiting the ability to fit both the parking and the landscape requirements within City code and asked how they planned to deal with that.

Brian Wurdeman, Kimley Horn, stated that at this point they feel good about their ability to meet the parking requirements through a few different avenues, including proof of parking on the site. He noted that there were other facilities owned by Beckman in the area, so they could create a bit more of a comprehensive parking evaluation in order to balance out some other properties in the area. He stated that for landscaping, they recently had conducted a tree survey in order to better understand the existing trees and what may be able to be preserved in order to work that into the City code requirements. He clarified that he did not have that information at the Concept Plan stage, but do expect to continue to layer in more information for those items as they progress towards the Preliminary stage.

Commissioner Olson stated that buildings may change hands, so while today their plans for parking may all work, later, when the facility may not be part of the same ownership, it may not work and wanted to make sure that they were not losing site of the future.

Chair Brass asked about the parking requirement versus what was provided and asked if that had taken into consideration the existing building as well as the new building.

City Planner Hanson stated that it took into consideration everything that would be on the site.

Chair Brass asked if their manufacturing would be two-stories.

Ms. Salsbury explained that they plan to do the light manufacturing on the second floor and the heavier manufacturing on the first floor. She noted that the warehouse would have a raw materials side and a finished goods side.

Chair Brass asked if they planned to have any clean areas.

Ms. Salsbury answered that they would not have clean rooms, but may have a small HEPA hut.

Chair Brass asked what they would be manufacturing in this facility.

Ms. Salsbury stated that they will have different product lines but would all be instruments, and noted that the current campus produces immunoassay instruments and they will be bringing in some hematology and microbiology instruments.

Motion by Commissioner Brass, second by Commissioner Baswa, to recommend approval to the City Council approval of the concept plan for the building addition at 316 Lake Hazeltine Drive, subject to the following conditions:

1. Approvals shall be based on the following graphic exhibits unless modified by the conditions below:
  - a. Narrative (pgs 1-9), prepared by Beckman Coulter, dated November 5, 2024 and revised November 18, 2024
  - b. Existing Conditions Photographs, prepared by CRB, dated November 5, 2024

- c. ALTA/NSPS Land Title Survey (pgs 1-3), prepared by EFN, undated
- d. Site Plan, prepared by Kimley Horn, dated October 25, 2024
- e. Grading Plan, prepared by Kimley Horn, dated October 25, 2024
- f. Utility Plan, prepared by Kimley Horn, dated October 25, 2024
- g. Landscape Plan, prepared by Kimley Horn, dated October 25, 2024
- h. Existing Site, prepared by CRB, dated November 5, 2024
- i. Space Function Diagrams Level 1, prepared by CRB, dated November 5, 2024
- j. Space Function Diagrams Level 2, prepared by CRB, dated November 5, 2024
- k. Building Materials and Precedents, prepared by CRB, dated November 5, 2024
- l. Renderings, prepared by CRB, dated November 5, 2024
- m. Elevations New Building Addition, prepared by CRB, dated November 5, 2024
- 2. Adherence to the City Engineer memo dated December 6, 2024.
- 3. Compliance with City Code Sec. 15.28 (Special Regulations), including but not limited to the following, and to be submitted with the preliminary site plan application:
  - a. Tree inventory and preservation plan;
  - b. Landscaping plans in conformance with City Code Sec. 15.28.070;
  - c. Grading plans;
  - d. Stormwater plan; and
  - e. Wetland Mitigation Plan
  - f. Truck turning exhibit
  - g. Fire truck turning exhibit
- 4. Coordination with:
  - a. City Engineer regarding utilities, grading, access, and drainage.
  - b. Electrical department on service requirements.
- 5. Setbacks are as follows:
  - a. Front yard setback (south property line): 30 - feet
  - b. Side yard setbacks (east & west property lines):
    - i. Interior: 15 – feet
  - c. Rear yard setback (north property line):
    - i. Property Line: 20 – feet
    - ii. Railroad ROW: 50 - feet
  - d. Wetlands: Varies based on wetland type
- 6. Development standards are as follows:
  - a. Floor Area Ratio (FAR) maximum: 0.5
  - b. Building Coverage maximum: 50%
- 7. Provision of a storm water management plan meeting City and Carver County WMO standards.
- 8. Provision of a wetland mitigation plan to be completed and approved prior to issuance of a grading permit and prior to final submittal.

Motion carried.

## 8. Other Business

- a. Receive the November 18, 2024 City Council meeting minutes

## 9. Adjourn

Motion by Commissioner Brass, second by Commissioner Kerber, to adjourn the meeting at 7:26 pm.

Motion carried.

**CHASKA PLANNING COMMISSION  
MINUTES  
FEBRUARY 12, 2025**

1. Call to Order

Chairperson Brass called the meeting to order at 7 pm.

2. Roll Call

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

Members absent: None.

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

3. Adopt the Agenda

Motion by Commissioner Brass, 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

There were none.

6. Consent Agenda

There were none.

7. Action Items

- a. PUBLIC HEARING: Recommend Approval of the Preliminary Plat and Rezoning for Fultonwood/Pulte Homes/PC #2024-21

City Planner Hanson presented the item to the Commission.

Chairperson Brass noted that it looked like the applicant had been able to incorporate almost all the points the Commission had mentioned during the Concept Phase.

Commissioner Urbanski asked about the future roundabout and noted that at the start this would just be built with a 2-stop intersection and asked why money would be spent now on rebuilding an intersection and then re-doing it in 5 or 10 years.

City Planner Hanson stated that would be a question for Carver County.

Community Development Director Kabat stated that this segment of County Rd. 61 was once part of 212 and Carver County inherited it and part of that is the funds to make improvements to County Rd. 61, when the County was ready do it and the State would help fund the transition. He noted that the County intended for it to be a project that would be much more comprehensive than that access point, but explained that they were not at that point yet.

Chair Brass confirmed that the way this development would access the park would be to come across Spring Creek, walk on the path, use the crosswalk, then on the east side then travel to the north. He asked if staff was looking for something on the end of the right cul-de-sac straight down to the pathway.

City Planner Hanson stated that she did not believe that there was a defined path that needed to happen there. She noted that she felt some additional evaluation was needed in order to understand how people will travel through the area, such as the community park.

Chair Brass opened the public hearing at 7:34 p.m.

Haley Daily, Pulte Homes Minnesota, expressed her appreciation to staff for their assistance throughout the process and noted that they were available to answer Commission questions.

Commissioner Urbanski asked if the HOA would be the same as what is on the Carver side.

Ms. Daily stated that this would be a separate HOA.

There being no additional public input, he closed the Public Hearing at 7:36 p.m.

Commissioner Urbanski stated that this was basically an in-fill project and felt that they had done a really good job, especially with the recommendations that the Planning Commission had given them during the Concept phase. He stated that he felt what was proposed matched the house styles on the other side of the road and would be a good buffer from 212 and County Rd. 61.

Motion by Commissioner Brass, second by Commissioner Kerber, to recommend approval to the City Council approval of the preliminary plat for Fultonwood, subject to the following conditions:

1. Approvals shall be based on the following graphic exhibits unless modified by the conditions below:
  - a. Narrative (pgs 1-15), prepared by Pulte Homes, dated January 24, 2025
  - b. Cover sheet, prepared by Westwood, dated January 25, 2025
  - c. Existing Conditions, prepared by Westwood, dated January 25, 2025
  - d. Preliminary Plat, prepared by Westwood, dated January 25, 2025
  - e. Preliminary Grading Drainage & Erosion Control – Overall, prepared by Westwood, dated January 25, 2025
  - f. Preliminary Grading Drainage & Erosion Control (pgs 5-6), prepared by Westwood, dated January 25, 2025
  - g. Preliminary Utility Plan – Overall, prepared by Westwood, dated January 25, 2025

- h. Preliminary Utility Plan (pgs 8-9), prepared by Westwood, dated January 25, 2025
  - i. Street Profiles, prepared by Westwood, dated January 25, 2025
  - j. Details (pgs 11-13), prepared by Westwood, dated January 25, 2025
  - k. Overall Tree Preservation Plan & Data, prepared by Westwood, dated January 25, 2025
  - l. Tree Preservation Plan (pgs 15-16), prepared by Westwood, dated January 25, 2025
  - m. Overall Preliminary Landscape Plan, prepared by Westwood, dated January 25, 2025
  - n. Preliminary Landscape Plan (pgs 18-19), prepared by Westwood, dated January 25, 2025
  - o. Illustrative Plan, prepared by Westwood, dated January 23, 2025
2. Adherence to the City Engineer memo dated September 5, 2024.
  3. Adherence to the Carver County Public Works memo dated August 28, 2024.
  4. Adherence to the City's Boulevard Tree Policy and local street section design.
  5. In addition to the items required by City Code Sec. 15.36.070 and Final Plat Submittal Requirements, the following must be submitted for a final plat application to be complete:
    - a. Stormwater management plan meeting city standards;
    - b. Tree inventory and preservation plan;
    - c. Grading plans; and
    - d. Landscaping plans in conformance with City Code Sec. 15.28.070.
  6. Coordination with:
    - a. City Engineer regarding utilities, grading, access, and drainage.
    - b. MnDOT regarding noise mitigation plans.
    - c. Electrical department (and Minnesota Valley) on service locations.
    - d. City of Carver on right-of-way width and utility corridor needs for Spring Creek Drive
  7. Compliance with City Ordinances, including:
    - a. Sec. 15.28.290, Anti-monotony and Design requirements: including LP Smartside on front elevations and 4-inch window trim on all windows.
    - b. Sec. 15.36.080, Subdivision Design Standards: including streets and sidewalks
  8. Setbacks are as follows:
    - a. Front yard setback: 25 - feet
    - b. Side yard setbacks:
      - Interior: 7.5 – feet
      - Corner: 20 – feet
    - c. Rear yard setback: 20 – feet
    - d. Wooded Steep Slopes: 50 feet building setback and 30 feet no grade/no mow setback
    - e. Wetlands: Varies based on wetland type
    - f. County Road 61: 150 feet from centerline
    - g. Trunk Highway 212: 50 feet from the ROW line or 225 feet from the centerline, whichever is greater
  9. A construction management plan approved by the Engineering Department will be required prior to the release of a permit for any construction [site or building]. The plan must address work hours, construction access and parking, and overall site maintenance compliance.

10. Provision of sidewalks on both sides of all local streets.
11. Provision to further evaluate a pedestrian connection between the east cul de sac and proposed sidewalk on Mount Hope Road, and to be addressed at final submittal.
12. Provision to further evaluate including a boulevard of at least 7.5 feet wide along Spring Creek Drive east of Lot 15, Block and along Mount Hope Road, and to be addressed at final submittal.
13. Provision of boulevard trees every 50 feet between the curb and sidewalk for the full extent of all local streets, specifically along Spring Creek Drive and Mount Hope Road, and to be shown on the final plans.
14. Prior to final plat approval, developer shall enter into an agreement with the City for the provision of necessary infrastructure and associated development costs, including but not limited to park dedication fees.
15. Provision of a storm water management plan meeting City and Carver County WMO standards.
16. Provision that adequate maintenance accesses are provided for the stormwater ponds, be placed in outlots and not private properties, and to be shown on the plans at final submittal.
17. Provision to provide adequate landscaping, berming, and buffering along the development edges abutting Highway 212 and County Road 61, and to be shown on the final plans.
18. Provision to further evaluate preservation of the memorial tree on Spring Creek Drive and Mount Hope Road, and to be addressed at final submittal.
19. Provision that applicable easements, as identified by the Engineering department, for the extension of City utilities are secured prior to final plat recording.
20. Provision of a wetland delineation and/or replacement plan to be completed and approved prior to issuance of a grading permit and prior to final submittal.
21. Provision that roadway access can be accommodated through the Engelen property to access the Frenz property east of Engelen.
22. Provision that city utilities are extended to the site by the developer and paid for by the developer.
23. Disposition of outlots shall be as follows:
  - a. Outlot A: stormwater to be owned by the City of Chaska
  - b. Outlot B: stormwater to be owned by the City of Chaska
  - c. Outlot C: private park and sidewalk to be owned by the HOA

Motion carried.

Motion by Commissioner Urbanski, second by Commissioner Brass, to recommend approval of the rezoning from Open (O) to Planned Residential District No. 88 (PRD-88) for Fultonwood, based on the draft ordinance.

Motion carried.

- b. Recommend Approval of the Talero Curve Concept Plan (3910 Bavaria Road)/Quadriga Ventures/ PC #2024-24

City Planner Cauley presented the item to the Commission.

Chairperson Brass noted that this item was not a Public Hearing, but there appeared to be people present related to this item, so he would let people address the Commission later in the meeting.

Commissioner Purdy asked if the developer had agreed to be part of the HOA or if they were fighting it.

Megan Rogers, an attorney with Larkin Hoffman, representing Quadriga Ventures, explained that it was their proposal that the Talero Curve HOA welcome these new homes into their HOA which, under Minnesota law, required a vote of 100% of the current residents allowing them to join the HOA. She stated that they were absolutely committed to joining the Chavelle HOA as a whole.

Chair Brass asked for confirmation that they were in favor of joining the Chavelle HOA.

Ms. Rogers responded that they were absolutely in favor of joining the Chavelle HOA.

Chair Brass stated that if they joined the Chavelle HOA if that meant that the Chavelle HOA had the authority to not allow the development.

Ms. Rogers stated that she thinks there were 2 separate answers to that question. She explained that there were 2 plans that they have approached as part of this project, the first was the one that they had originally submitted as part of the Concept Plan that had incorporated a variance request associated with utilizing the existing access point that had been crafted as part of the Talero Curve plat in 2007. She noted that through further engagement with the HOA, there was concern about the location of that access point because it was directly across from 2 existing driveways. She explained that they would like to see the access point off-set which they would be happy to incorporate into the plans. She stated that the second plan would require them to negotiate an easement or purchase of property from the Talero Curve HOA. She stated that they have a letter of intent that is pending before the Talero Curve HOA Board for review.

Commissioner Purdy asked if Talero Curve had sidewalks on both sides.

Chair Brass stated that there were only sidewalks on one side.

Commissioner Purdy stated in the new proposal he did not believe that there were any sidewalks.

Ms. Rogers confirmed that at this point, they do not have sidewalks shown on the plan, but in their conversations during the neighborhood meeting, the plan would be to have a pedestrian crossing from the sidewalks on the east side across and also to incorporate sidewalks, as appropriate, desired by the neighborhood, or at the recommendation of the City.

Commissioner Urbanski stated that he would like to hear some input about what the homeowners were thinking.

Jessica Clinton, 3917 Balencia Lane, (via electronic means) asked if these dwellings were built if it would mean that they had maxed out the Chavelle dwellings and how the green space was calculated, which would mean that no further homes would be built on the remaining land.

Chair Brass confirmed that was correct and asked if there was anyone else who wanted to comment on the development.

Susan Stinchfield, 3740 Talero Curve, stated that she was a homeowner and also served as President on the HOA Board. She stated that Talero Curve acquired the outlots in 2018 by paying the back taxes for the purpose of assuring that Talero Curve had a buffer. She noted that the prior to that, the outlots had been written into their governing documents as part of their common elements, but they did not own them. She stated they understood that the farmland could be sold, but it was zoned rural, so their understanding was that a total of 3 homes could be built on that property. She noted that the residents of Talero Curve had not come into the neighborhood with the thought that they were going to expand Talero, which was how it was presented to them when they had been approached during the fall of 2023 by Quadriga. She stated that they began back-and-forth open conversations with them around January of 2024 and explained that when they were first approached, their initial thought was that they did not want to expand and explained that when Quadriga initial proposal was for the 'mirror' design, they communicated to them that they did not want that. She discussed the cul-de-sac option, problems they have with snow removal, access points, and the fact that this issue has caused quite a bit of dissention within the neighborhood.

Chair Brass asked if the HOA was in favor of the cul-de-sac proposal from the current plan.

Ms. Stinchfield stated that she has here tonight sort of wearing 2 hats. She explained that there were some people who supported the mirror image plans, but there were a lot of homeowners who prefer the cul-de-sac approach because of the green space that it would provide. She stated that this will impact every homeowner differently.

Chair Brass stated that he understood, but the same could be said for every development.

Ms. Stinchfield stated that, personally, she did not want there to be a road at all, but felt that the current proposal to move the road to the north, made sense. She noted that City staff had been wonderful throughout this whole process and their many conversations and had encouraged dialogue between their neighborhood and Quadriga. She explained that Quadriga had come up with quite a few ideas in order to help meet the needs of the neighborhood, but they did not have anything in writing, nor had the Board seen the letter of intent mentioned by Ms. Rogers.

Chair Brass asked if Ms. Stinchfield had anything to share about whether or not the neighborhood had any specific grievances because the City was not involved in things like the letter of intent.

Ms. Stinchfield stated that the HOA will have to vote 100% in favor of adding this project.

Chair Brass noted that the developer could also have their own HOA.

Ms. Stinchfield agreed, but if they were going to enter through the Chevalle entrance and would have access to their amenities, they should be part of Chevalle. She noted that the HOA's feeling was also that they would not be able to contractual the architectural designs of the homes, unless they are part of the HOA. She stated that they understood that they cannot stop this from happening, but what they could control is what they are able to do within their HOA guidelines

and according to their governing documents. She stated that there were a number of things that the HOA had submitted to the developer, but they were still waiting to hear back on whether they will actually do them or not.

Chair Brass that he was not an expert on HOAs and noted that he was not familiar with any cases where an HOA could override the City and explained that a property owner has the right to develop their property.

City Planner Cauley stated that it was not uncommon for an HOA to have different things that they are looking at, especially when it comes to design and maintenance for aesthetic type uses that go above and beyond the City Code requirements. She explained that she would not say that an HOA and its documents would 'trump' City Code and would just be in addition to what the City was reviewing.

Community Development Director Kabat stated that it was important for the Commission to keep in mind that what they were reviewing tonight was the application that was in front of the City. He explained that the HOA operated independently from the City, so their review and decisions were their own, independent, process. He encouraged the Commission to weigh in on the application submitted by the developer and noted that they could encourage discussions with the HOA to happen, but reiterated that was not connected to the City. He explained that there was a Master Chevalle Neighborhood Association which had sub-associations and believed that Talero Curve was one of the sub-associations and stated that he felt that there numerous options that the developer could pursue. He reiterated that for tonight, the Commission should be reviewing the Concept Plan that has been presented.

Mary Leopold 3669 Cavallo Pass, explained her neighborhood was part of the overall Chevalle and noted that she did not live in the Talero subdivision. She stated that she felt it was important to differentiate between the overall Chevalle HOA and the Talero Curve which was a sub-association. She noted that she was president of the overall Chevalle HOA and noted that the Talero Curve HOA had taken a position on this application, the overall Chevalle HOA had not, but felt that they were receptive to it.

Community Development Director Kabat stated that there have been multiple developments that have happened in the City similar to this and referenced the Jonathan neighborhood association. He explained that it was not uncommon, at this point in the process, for the arrangement with the association not to be fully known.

Steve Tinker, 3764 Talero Curve, stated that he had some ideas that he wanted to present to the Commission regarding the Concept Plan. He asked the Commission to consider having a landscaped island in the middle of the cul-de-sac because he felt it would be nice for both cul-de-sacs to have landscaped islands; consider requiring trees along the north side of the development as a screen; consider connecting the proposed retention pond to the Chevalle owned irrigation pond; and encourage side load garages, 3-car garages, so the layout of the new homes would more closely match the existing homes. He stated that he would like to know the number and locations of the street lights and would also like them to match the upgraded street lights that have been used in Talero.

Chair Brass stated that type of information would come during the Preliminary Plan stage.

Mr. Tinker stated that he would also like to see there just be a sidewalk on one side of the street and not both in order to help prevent problems with snow storage and noted that all of the homes on Talero Curve have walk-out basements and stated that he would like to see most of the new homes also have walk-out basements.

Ms. Stinchfield stated that they had never been told that with this development, the 3910 property would not be able to be developed anymore.

Chair Brass moved the discussion back to the Commission.

Commissioner Baswa stated that he felt that City Code required sidewalks to be on both sides of the street.

City Planner Cauley confirmed that the City did have a policy within the subdivision ordinance that had requirements for sidewalks and explained that the proposed sidewalks would be reviewed with that policy at the next stage in the process.

Chair Brass noted that this was still at the Concept Plan phase so there was still a lot to work on and stated that he felt that Mr. Tinker had shared some good thoughts during his comments, but didn't think the Commission should add conditions at this point. He noted that the attorney for the developer was present tonight and would assume that she had taken some notes about some of the feedback about what the neighbors would like to see with this development. He stated that he felt that moving the access point to the north did work a bit better and, in general, felt this proposal was fine in concept.

Commissioner Urbanski stated that he looks at this as a unique project and was glad that there was already good communication going back and forth between the HOA and the developer.

Motion by Commissioner Brass, second by Commissioner Baswa, to recommend the City Council approve the concept plan for Talero Curve, a 10-lot subdivision, subject to the following conditions:

1. Approval shall be based on the following graphic exhibits unless modified by the conditions below:

- a. Narratives, dated Nov. 20, 2024 and Jan. 29, 2025
- b. Existing conditions plan, dated Nov. 19, 2024.
- c. Concept plan – north shift, dated Jan. 28, 2025.

2. In addition to the items required by City Code Sec. 15.36.050, the following must be submitted for a preliminary plat application to be complete:

- a. An application signed by the applicant, property owner, and Talero Villas HOA.
- b. Survey;
- c. Grading plans;
- d. Tree inventory and preservation plan. This plan must also include trees within Outlots A and B, Chevalle 5th Addition;
- e. Landscaping plans in conformance with City Code Sec. 15.28.070. These plans must

- also include cross-sections for viewshed and key community entrance analysis that meet the intent of the Greenbelt;
- f. Typical building elevations and floor plans;
  - g. Stormwater management plan meeting city and Carver County WMO standards.
  - h. Opportunities to avoid construction traffic using Talero Curve should be explored.
3. The following plan changes are required:
    - a. All plans must include the entire 3910 Bavaria Road property. Details can be used as necessary for the project site.
    - b. The site plan must:
      - i. include a preservation method, such as a conservation easement, over the remaining pasture area.
      - ii. reconfigure lots to ensure a minimum lot size of 7,700 sq. ft.
      - iii. increase the cul-de-sac bulb to 96 feet, in accordance with MSFC (2020), Appendix D.
    - c. Utility plan must illustrate the:
      - i. existing utility stubs must be abandoned at the water main and bulkheaded inside the sanitary sewer manhole.
      - ii. New stubs must be cut in to the north per City requirements.
  4. Continued coordination with:
    - a. Talero Villas Homeowner’s association regarding property acquisition, landscaping, and roadway/ utility connections; and
    - b. City Engineer regarding utilities, grading, access, and drainage.
  5. Adherence to the City Engineer memo dated Feb. 5, 2025.
  6. Compliance with City Ordinances, including:
    - a. Sec. 15.28.290, Anti-monotony and Design requirements: including LP Smartside on front elevations and 4-inch window trim on all windows.
    - b. Sec. 15.36.080, Subdivision Design Standards: including streets, street trees, and sidewalks.
  7. Setbacks are as follows:
    - a. Front yard setback: 23 – feet
    - b. Side yard setback: 5 – feet
    - c. Rear yard setback: 20 – feet
  8. Prior to final plat approval:
    - a. In tandem with the preliminary plat approval, any necessary comprehensive plan amendments are approved;
    - b. The developer shall enter into an agreement with the City for the provision of necessary infrastructure and associated development costs, including but not limited to park dedication fees;
    - c. A wetland mitigation plan must be completed and approved.
  9. Prior to final plat recording:
    - a. Ensure that all applicable easements for City utility extensions, as identified by the Engineering Department, are secured.
  10. Prior to issuance of a permit:
    - a. Submit a construction management plan. This plan must address work hours, construction access and parking, and overall site maintenance compliance.

Motion carried.

- c. Recommend the Appointment of Chair and Vice-Chair to City Council

Motion by Commissioner Purdy, second by Commissioner Kerber, to recommend Robb Brass serve as Chairperson of the Planning Commission for the calendar year 2025.

Motion carried.

Motion by Commissioner Brass, second by Commissioner Purdy, to recommend Todd Urbanski to serve as Vice-Chairperson of the Planning Commission for the calendar year 2025.

Motion carried.

#### 8. Other Business

- a. Staff Memo – February 24, 2025 – Planning Commission/City Council Joint Work Session – Zoning Update

Community Development Director Kabat gave an overview of the proposed discussion topic related to the City's zoning code at the upcoming Joint Work Session with the City Council and asked the Commission to let staff know if they would not be able to attend.

Commissioner Sailer

- Shared some of his background and experience and noted that serving on the Planning Commission seemed like a nice way to get more involved in the community.

Commissioner Rostad

- Shared a bit of information on her background and experience and where her interest in serving on the Commission came from.

#### 9. Adjourn

Motion by Commissioner Brass, second by Commissioner Aasen to adjourn the meeting at 8:54 pm.

Motion carried.

**CHASKA PLANNING COMMISSION  
MINUTES  
MARCH 12, 2025**

1. Call to Order

Chairperson Brass called the meeting to order at 7 pm.

2. Roll Call

Roll call was taken. Members present: Commissioners Aasen, Urbanski, Baswa, Purdy, Kerber, Campbell, Sailer, Rostad, 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 Brass, 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 December 11, 2024, Meeting Minutes
- b. Approve February 12, 2025, Meeting Minutes

Motion by Commissioner Urbanski, second by Commissioner Aasen, to approve the minutes of the December 11, 2024, and February 12, 2025, Planning Commission meeting.

Motion carried.

6. Consent Agenda

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

- a. Recommend Approval of the Final Plat for Highpoint Vistas/Forestar/PC-#2024-20

Motion carried.

7. Action Items

- a. Recommend Approval of the Concept Plan for EDCO on Creek Road/Pope Design Group/PC-#2025-02

City Planner Hanson presented the item to the Commission.

Chairperson Brass asked if they were planning two-stories of manufacturing in the warehouse.

City Planner Hanson explained that what was indicated in the plans was that only the office component would be the full two-story piece.

Chairperson Brass invited the applicant to come forward.

Jon Lacasse, Pope Design Group, introduced himself.

Chairperson Brass stated that he agreed with the staff input regarding loading that it would be worth looking into some way where it would not face Engler. He asked who would actually be the developer and if there was a contractor selected to build this.

Mr. Lacasse stated that Gardner Builders had been hired to be the contractor.

Chairperson Brass asked about the secondary access and if it was planned to be a stub in, at this point, and then create a road in the future.

Mr. Lacasse stated that he appreciated the Chair Brass mentioning the loading issue and explained that since they had submitted their application, they had a civil engineer look at the site. He noted that they were looking at things like grading and wetland impacts, in order to try to avoid mitigation. He explained that they had also looked at stormwater ponding and infiltration and the civil engineer was recommending that they turn the building about 10-12 degrees in order to put the loading in the southeast corner. He noted that they were also looking at narrowing the building a bit in order to avoid the wetland and felt that with the wetland delineation, they may be able to find an option that would work a bit better. He stated that it was a fairly common notion that they should avoid passenger traffic and truck traffic in the same location and explained that they would like to put in the secondary access on day one, if possible.

Chairperson Brass asked if they were just planning on docks or if they would have drive-in doors.

Mr. Lacasse stated that there would be one drive-in door.

Chairperson Brass asked if the plan was for there to be multiple shifts.

Travis Christl, Chief Financial Officer for EDCO, 2615 Pondview Curve – Victoria, stated that their manufacturing currently only runs one shift, but their distribution side does have a second shift in order to stage shipments for next day orders.

Commissioner Urbanski asked for a rough time frame for the expansion.

Mr. Christl explained that they did not have a timeframe in mind because it would depend on how they grow. He noted that their business had been constrained for space in their current location for the last decade, and they were excited that in their new location they will actually have the possibility of growth. He stated that any possible expansion would most likely not be for another 10 years or so and would expect that it would be mostly warehouse space, because he did not believe that they would need much more manufacturing space.

Commissioner Urbanski asked how many truck trips were expected each day.

Mr. Christl stated that he expected it would be around 12 truck trips per day.

Chairperson Brass asked if the number of truck trips a day was picked up during the summer months.

Mr. Christl acknowledged that there would be a little bit more during the summertime, but clarified that it would not be significant. He stated that his estimate would be that during the winter it would be around 10 trips/day and in the summer around 20 trips/day.

Commissioner Urbanski stated that on the other side of Creek Road is Dahlgren Township and noted that he felt many of the trucks would want to come in from that direction, which meant there would be wear and tear on the roads and asked if the City had communicated with Dahlgren Township on this possibility.

Community Development Director Kabat stated that was an area that was thought to, in the long-term, be annexed by the City, so that a Creek Road connection to Engler would be a City street but noted that Commissioner Urbanski had raised a good point related to the interim time.

Mr. Christl explained that they envision the majority of their employees and trucks coming from 212.

Commissioner Kerber asked if there was any indication on how this build may be timed with the other planned projects in the area.

City Planner Hanson stated that she felt timing-wise, this would likely happen before the City started construction on their building because they were just beginning to ramp up the design process for the Municipal Services building so she felt the earliest they could start construction would be early in 2026.

Community Development Director Kabat noted that the street improvements timeline is yet to be flushed out, but this project and the City's Municipal Services building will help push those discussions along. He noted that typically they will try to have the street installation or improvement happen at the tail end of the development project due to the heavy truck traffic involved.

Chairperson Brass noted that he thought he was hearing a beeping in the chambers.

Community Development Director Kabat stated that he also heard a beeping noise, but it was outside of the chambers.

Chairperson Brass noted that this was not a Public Hearing item, but would open it up to the public for comments.

Norm Glock, 4825 Creek Road, asked where the person was standing that took the photo being displayed that had green vegetation.

City Planner Hanson explained that the photo he was referring to was a Google image and was taken from a vehicle traveling on Creek Road, which meant it was facing northwest.

Mr. Glock asked about plans for using vegetation for noise control.

Chairperson Brass explained that there would be a tree and landscaping plan requirement that happened in the next stage of planning. He noted that the City had a pretty robust tree requirement and explained that the applicant would have to show where they planned to install trees. He stated that generally they are installed along the perimeter in order to help block the view.

Commissioner Urbanski noted that they also can do berming in addition to trees.

Mr. Glock asked what would be happening with Creek Road and noted that it had been a mess for years.

Chairperson Brass stated that the City will be working on improvements to the road and staff had shared that they felt this development would help spur that work.

Mr. Glock asked how many vehicles per day they were planning for.

Chairperson Brass explained that the applicant had indicated that they were expecting 12-20 trucks as well as their 150 employees.

Mr. Glock asked if Creek Road would remain a two-lane road.

City Planner Hanson stated that she expected it would remain a two-lane road.

Community Development Director Kabat stated that the exact lay out of the road still needed to be studied, but agreed that his expectation was also that the road would remain as one-lane in each direction. He explained that it was likely that there would be turn lanes that would serve the business properties and reiterated that the City would try to time the road improvements at the tail end of the construction in the area.

Chairperson Brass asked if there could be minimal/general maintenance done on Creek Road in the meantime in order to fill in potholes.

Community Development Director Kabat explained that he believed that they have done some work to fill potholes, but agreed that the road was currently in rough condition and needed improvement.

Mr. Glock asked who he could talk to in order to leverage this for improvements to Creek Road.

Community Development Director Kabat noted that Mr. Glock being present and speaking at the meeting tonight was a good step. He stated that the City has heard his concerns but believed that there was also some coordination that would need to take place with the Dahlgren Township, which the City would pursue.

Mr. Glock asked about the anticipated noise level in the parking lot.

Community Development Director Kabat stated that he did not have numbers in front of him, but felt a good precedent example would be the two industrial buildings that were already opened in the area.

Mr. Glock asked about the current structures on the north side of Creek Road and what portion of the buildings were currently being used.

Community Development Director Kabat stated that, combined, he felt the two buildings were about 90% full.

Mr. Glock asked about relations between the City and the 'powers that be' in Dahlgren Township.

Community Development Director Kabat explained that the City did not interact, on a daily basis, with them, but felt these plans would help spur on some conversations with them.

Mr. Glock asked about relations between the City and Dahlgren Township with relation to the road.

Community Development Director Kabat stated that typically, the City would be responsible for maintenance of their streets and the Township would be responsible for maintenance of their streets, but noted that he believed that the City did plow the entirety of Creek Road.

Chairperson Brass suggested that it may be beneficial for Mr. Glock to also have some conversations with Dahlgren Township about his concerns.

Mr. Glock stated that it sounded like the City was asking him to accept wishful thinking.

Community Development Director Kabat explained that he had been trying to communicate that the City would need to work with Dahlgren Township on the road as things move forward. He reiterated Chairperson Brass' suggestion that, as a resident of Dahlgren Township, Mr. Glock could have a conversation with them as well and assured Mr. Glock that the City would be reaching out to Dahlgren Township.

Mr. Glock asked what percentage of Creek Road was Dahlgren Township.

Community Development Director Kabat stated that he did not know the percentage.

City Planner Hanson used a map to point out the location of the Township line.

Chairperson Brass noted that from what staff just pointed out, it appeared that it was all Township where Mr. Glock was located. He reiterated that the City would be in communication with Dahlgren Township regarding the road and that it would be beneficial for Mr. Glock to also speak with them about his concerns.

Amanda Nemetz, 4880 Creek Road, explained that their only real concern was where the trees are now, there are plans to put in a parking lot, which meant there would be a direct line of sight from their living areas. She stated that it appeared that the second shift would be loading trucks until around 11:00 p.m. and she wanted to make sure that there was some type of screening or a berm. She stated that the largest concerns were related to truck noise and lights because their bedroom is on that side of the home and noted that the berm coming all the way to the south end of the parking line was not a big deal to them as the open space closer to Engler was.

Chairperson Brass thanked Ms. Nemetz for this input and noted that staff was taking notes on her concerns. He noted that during the Preliminary Plan phase there would be more details related to landscaping, screening, and lighting and encouraged Ms. Nemetz to come to the Planning Commission meeting when the plans were reviewed.

Nathan Glock, 4825 Creek Road, noted that he was Norm Glock's son and was not in favor of having this built across the road from his home. He stated that he did not feel more industrial development was needed in this location and felt it would be better if it were located closer to Highway 212. He stated that he also felt that they could hook up the road to the road in Chaska Creek Center that goes mostly to the east and west and would make more sense to come from that direction.

Chairperson Brass noted that the portion of the map he was referencing was not a road.

Motion by Commissioner Aasen, second by Commissioner Baswa, to recommend approval to the City Council of the concept plan for the EDCO building on Creek Road, subject to the following conditions:

1. Approvals shall be based on the following graphic exhibits unless modified by the conditions below:
  - a. Narrative (pgs 1-4), prepared by Pope Design Group, dated February 4, 2025 and revised February 25, 2025
  - b. Proposed EDCO Development Neighborhood Meeting, prepared by Pope Design Group, dated January 30, 2025
  - c. Existing Conditions, prepared by Pope Design Group, dated February 4, 2025
  - d. Existing Land Use, prepared by Pope Design Group, dated February 4, 2025
  - e. City Land Proximity Map, prepared by Pope Design Group, dated February 4, 2025
  - f. Existing Conditions with photos, prepared by Pope Design Group, dated February 4, 2025
  - g. Future Conditions, prepared by Pope Design Group, dated February 4, 2025
  - h. Architectural Site Plan, prepared by Pope Design Group, dated February 4, 2025
  - i. Exterior Elevations, prepared by Pope Design Group, dated February 4, 2025
  - j. Rendering, prepared by Pope Design Group, dated February 4, 2025
2. Adherence to the City Engineer memo dated March 12, 2025.
3. Adherence to the Carver County memo when made available.
4. Compliance with City Code Sec. 15.28 (Special Regulations), including but not limited to the following, and to be submitted with the preliminary site plan application:
  - a. Tree inventory and preservation plan;
  - b. Landscaping plans in conformance with City Code Sec. 15.28.070;
  - c. Grading plans;

- d. Stormwater plan; and
  - e. Wetland Mitigation Plan
  - f. Truck turning exhibit
  - g. Fire truck turning exhibit
  - h. Lighting plans in conformance with City Code Sec. 15.28.250
  - i. Parking plan meeting proposed and future needs of the site and in conformance with City Code Sec. 15.28.030
  - j. Cross sections showing adjacent residential, street grades, screening/landscaping, parking areas, loading dock areas and building
  - k. Trail extension along Creek Road up to the western property limits
5. Evaluation and provision of the following to be submitted at preliminary submittal:
- a. Pedestrian gathering places for employees, and connecting people to the natural amenities of the site that could also connect with the adjacent Chaska Creek Business Center's site
  - b. Reorientation of the loading dock to the southeast portion of the site/building
  - c. Screening in the form of landscaping and berming from the proposed parking and loading dock areas and to be high enough to screen the top of the dock doors
  - d. Access options to 2.5 acre Haasken property through EDCO's site
6. Coordination with:
- a. City Engineer regarding utilities, grading, drainage, access, and Creek Road reconstruction.
  - b. Electrical agency Minnesota Valley on electric service requirements.
  - c. Carver County Public Works on platting and right-of-way requirements along County Road 10
7. Building setbacks are as follows:
- a. Interior Property Lines: 15 – feet
  - b. West Property Line: 100 - feet
  - c. Engler Boulevard Centerline: 125 – feet
  - d. Creek Road Centerline: 100 - feet
  - e. Wetlands: Varies based on wetland type
8. Parking setbacks are as follows:
- a. Right-of-way or residential: 10 – feet
  - b. Interior Property Lines: 5 – feet
  - c. Wetlands: Varies based on wetland type
9. Provision of a storm water management plan meeting City and Carver County WMO standards for both proposed and future needs of the site.
10. Provision of a wetland mitigation plan to be completed and approved prior to issuance of a grading permit and prior to preliminary submittal.
11. Cost participation agreement between the developer and city on the utility extensions and street reconstruction of Creek Road.

Motion carried.

Chairperson Brass explained that the Planning Commission had recommended approval to the City Council, who would make the final decision and encouraged the residents to attend the March 17, 2025, City Council meeting.

8. Other Business

9. Adjourn

Motion by Commissioner Kerber, second by Commissioner Aasen, to adjourn the meeting at 7:57 pm.  
Motion carried.

**CHASKA PLANNING COMMISSION  
MINUTES  
APRIL 9, 2025**

1. Call to Order

Vice-Chairperson Urbanski called the meeting to order at 7 pm.

2. Roll Call

Roll call was taken. Members present: Commissioners Aasen, Urbanski, Purdy, Kerber, Campbell, Sailer, and Rostad

Members absent: Chairperson Brass and Commissioner Baswa

Also present: Liz Hanson, City Planner.

3. Adopt the Agenda

Motion by Commissioner Kerber, 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 March 12, 2025, Planning Commission Meeting Minutes.

Motion by Commissioner Kerber, second by Commissioner Purdy, to approve the minutes of the March 12, 2025, Planning Commission meeting.

Motion carried.

6. Consent Agenda

7. Action Items

- a. Recommend Approval of the Preliminary Site & Building Plan for Beckman Coulter at 316 Lake Hazeltine Drive/CRB/PC #2025-05

City Planner Hanson presented the item to the Commission.

Commissioner Campbell asked how many shifts were planned.

Commissioner Purdy noted that he thought the report had stated that there would be 2 shifts.

Amy Salisbury, Senior Site Director, confirmed that they planned to have 2 shifts, which was also what they currently operated under. She explained that they would have a full-service cafeteria and outdoor picnic tables on the south side of the building.

Vice-Chair Urbanski asked how many total employees they will have in the building once they are up and running.

Ms. Salisbury stated that she would say it will be approximately 300 employees would be the maximum amount during the first shift.

Commissioner Kerber asked about the number of trucks that would be coming in and out.

Ms. Salisbury explained that there would most likely be various FedEx, UPS, and delivery trucks. She stated that she would estimate that there would be 3 or 4 a day from their suppliers, and another internal box truck that does deliveries. She clarified that the expectation is that it would decrease from what they currently had.

Vice-Chair Urbanski stated that he liked the proposed design and felt it looked sharp.

Motion by Commissioner Aasen, second by Commissioner Rostad, to recommend approval to the City Council approval of the Preliminary Site & Building Plan for the building addition at 316 Lake Hazeltine Drive, subject to the following conditions:

1. Approvals shall be based on the following graphic exhibits unless modified by the conditions below:
  - a. Project Narrative (pgs 1-16), prepared by Beckman Coulter, dated March 4, 2025
  - b. Cover Sheet, prepared by Kimley Horn, dated March 4, 2025
  - c. General Notes, prepared by Kimley Horn, dated March 4, 2025
  - d. ALTA Topographic Survey, prepared by Kimley Horn, dated March 4, 2025
  - e. ALTA Topographic Enlargement (pgs C102-C103), prepared by Kimley Horn, dated March 4, 2025
  - f. Site Demolition Plan, prepared by Kimley Horn, dated March 4, 2025
  - g. Erosion and Sediment Control Plan – Phase 1, prepared by Kimley Horn, dated March 4, 2025
  - h. Erosion and Sediment Control Details, prepared by Kimley Horn, dated March 4, 2025
  - i. Site Dimension Plan, prepared by Kimley Horn, dated March 4, 2025
  - j. Site Details, prepared by Kimley Horn, dated March 4, 2025
  - k. Grading and Drainage Plan, prepared by Kimley Horn, dated March 4, 2025
  - l. Grading Plan Enlargements (pgs C501-C502), prepared by Kimley Horn, dated March 4, 2025
  - m. Storm Sewer Plan, prepared by Kimley Horn, dated March 4, 2025
  - n. Grading & Storm Sewer Details (pgs C504-C507), prepared by Kimley Horn, dated March 4, 2025
  - o. Utility Plan, prepared by Kimley Horn, dated March 4, 2025
  - p. Utility Details, prepared by Kimley Horn, dated March 4, 2025
  - q. Tree Inventory & Preservation Plan (pgs L100-L101), prepared by Kimley Horn,

dated March 4, 2025

- r. Landscape Plan, prepared by Kimley Horn, dated March 4, 2025
  - s. Landscape Details, prepared by Kimley Horn, dated March 4, 2025
  - t. Existing Conditions Photographs, prepared by CRB, dated March 4, 2025
  - u. Existing Site, prepared by CRB, dated March 4, 2025
  - v. Space Function Diagrams Level 1, prepared by CRB, dated March 4, 2025
  - w. Space Function Diagrams Level 2, prepared by CRB, dated March 4, 2025
  - x. Building Materials and Precedents, prepared by CRB, dated March 4, 2025
  - y. Renderings, prepared by CRB, dated March 4, 2025
  - z. Elevations New Building Addition, prepared by CRB, dated March 4, 2025
  - aa. Electrical Site Plan, prepared by CRB, dated March 4, 2025
2. Adherence to the City Engineer memo dated April 3, 2025.
  3. Compliance with City Code Sec. 15.28 (Special Regulations), including but not limited to the following, and to be submitted with the final site plan application:
    - a. Tree inventory and preservation plan;
    - b. Landscaping plans in conformance with City Code Sec. 15.28.070;
    - c. Grading plans;
    - d. Stormwater plan;
    - e. Wetland Mitigation Plan;
    - f. Truck turning exhibit;
    - g. Fire truck turning exhibit; and
    - h. Parking summary explaining the need for the site/operation
  4. Coordination with:
    - a. City Engineer regarding utilities, grading, access, and drainage.
    - b. Chaska electrical department on service requirements.
  5. Setbacks are as follows:
    - a. Front yard setback (south property line): 30 - feet
    - b. Side yard setbacks (east & west property lines):
      - i. Interior: 15 – feet
    - c. Rear yard setback (north property line):
      - i. Property Line: 20 – feet
      - ii. Railroad ROW: 50 - feet
    - d. Wetlands: Varies based on wetland type
  6. Development standards are as follows:
    - a. Floor Area Ratio (FAR) maximum: 0.5
    - b. Building Coverage maximum: 50%
  7. Provision of a storm water management plan meeting City and Carver County WMO standards.
  8. Provision of a wetland mitigation plan to be completed and approved prior to issuance of a grading permit.
  9. Provision of a maintenance agreement for stormwater infrastructure to be recorded prior to issuance of a grading permit or building permit, whichever comes first.

Motion carried.

## 8. Other Business

City Planner Hanson gave a brief update on planned projects for a Super Mercado to move into the Cooper site near KFC by the end of the year, and a bistro moving into the former Quizno location.

10. Adjourn

Motion by Commissioner Kerber, second by Commissioner Rostad, to adjourn the meeting at 7:18 pm.

Motion carried.

**CHASKA PLANNING COMMISSION  
MINUTES  
MAY 14, 2025**

1. Call to Order

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

2. Roll Call

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

Member absent: Commissioner Rostad.

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

3. Adopt the Agenda

Motion by Commissioner Brass, second by Commissioner Perdy, 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 9, 2025, Meeting Minutes

Motion by Commissioner Brass, second by Commissioner Aasen, to approve the minutes of the April 9, 2025 Planning Commission meeting.

Motion carried.

6. Consent Agenda

7. Action Items

A. PUBLIC HEARING: Recommend Approval of the Preliminary Site & Building Plan, Preliminary Plat, and Rezoning for EDCO/Pope Design Group/PC #2025-08  
City Planner Hanson presented the item to the Commission and noted that it would come before the City Council on May 19, 2025.

Chairperson Brass opened the Public Hearing at 7:21 p.m.

There being no public comment, Chairperson Brass closed the Public Hearing at 7:22 p.m.

Commissioner Assen stated that this was a great use for the property.

Chair Brass asked about the timeframe for the proposed addition to the building.

The applicant stated that his best guess would be about ten years before they would move ahead with the expansion.

Chair Brass asked if the applicant had plans to be the 4880 property to connect the properties they own in the area.

The applicant stated that they had not entered into discussions about buying that property yet.

Chair Brass confirmed that the applicant did not have any questions about the recommendations that had been made by City staff. He stated that their building plans show a handful of dock doors and asked if they planned to add more or have blowout panels for future dock doors.

The applicant stated that there would be some blowout panels, but did not envision needing them until they did the expansion.

Commissioner Purdy stated that the aesthetics looked nice compared to the buildings that were out there now.

Commissioner Urbanski agreed and stated that he felt this would stand out nicely.

Chair Brass stated that the applicant was using the site well.

Motion by Commissioner Brass, second by Commissioner Purdy, to recommend to the City Council approval of the Preliminary Site & Building Plan and Preliminary Plat for EDCO (Creek Road), subject to the following conditions:

1. Approvals shall be based on the following graphic exhibits unless modified by the conditions below:

- a. Narrative (pgs 1-), prepared by Pope Design Group, dated April 25, 2025
- b. Existing Conditions Plan, prepared by Westwood, dated April 25, 2025
- c. Tree Survey, prepared by Westwood, dated April 25, 2025
- d. Tree Inventory, prepared by Westwood, dated April 25, 2025
- e. Site Plan, prepared by Westwood, dated April 25, 2025
- f. Future Site Plan, prepared by Westwood, dated April 25, 2025
- g. Turning Plan, prepared by Westwood, dated April 25, 2025
- h. Grading Plan, prepared by Westwood, dated April 25, 2025
- i. Cross Sections, prepared by Westwood, dated April 25, 2025
- j. Erosion Control Plan, prepared by Westwood, dated April 25, 2025
- k. SWPPP Narrative, prepared by Westwood, dated April 25, 2025
- l. SWPPP Maps, prepared by Westwood, dated April 25, 2025
- m. Utility Plan, prepared by Westwood, dated April 25, 2025
- n. Site Details (pgs C600-C604), prepared by Westwood, dated April 25,

2025

- o. Overlay Plan, prepared by Westwood, dated April 25, 2025
  - p. Preliminary Plat, prepared by Westwood, dated April 25, 2025
  - q. Landscape Plan, prepared by Westwood, dated April 25, 2025
  - r. Landscape Details, prepared by Westwood, dated April 25, 2025
  - s. Site Photometric, prepared by Stinson Electric Inc., dated April 18, 2025
  - t. Floor Plans, prepared by Pope Design Group, dated April 23, 2025
  - u. Exterior Elevations, prepared by Pope Design Group, dated April 23, 2025
  - v. Exterior Materials, prepared by Pope Design Group, dated April 23, 2025
  - w. Rendering, prepared by Pope Design Group, dated February 4, 2025
2. Adherence to the City Engineer memo dated May 9, 2025.
  3. Adherence to the Carver County memo dated March 12, 2025.
  4. Compliance with City Code Sec. 15.28 (Special Regulations), including but not limited to the following, and to be submitted with the final site plan application:
    - a. Tree inventory and preservation plan;
    - b. Landscaping plans in conformance with City Code Sec. 15.28.070, specifically providing:
      - i. 737 caliper inches in overstory trees, 74 understory trees, 786 shrubs, and 10% planting islands in the parking lot; and
      - ii. Additional plantings on the northwest edge of the site to help screen the parking lot from adjacent residential
    - c. Grading plans, including extension of the screening berms on the west and south sides of the site as directed in the staff report;
    - d. Stormwater plan; and
    - e. Wetland Mitigation Plan
    - f. Lighting plans in conformance with City Code Sec. 15.28.250
    - g. Parking plan meeting proposed and future needs of the site and in conformance with City Code Sec. 15.28.030, specifically showing 29 more parking spaces on site
    - h. Cross sections showing adjacent residential, street grades, screening/landscaping, parking areas, loading dock areas and building
    - i. 10 foot wide trail extension along Creek Road up to the western property limits
    - j. Final plat, including adequate right-of-way (ROW) needs for the Creek Road improvements, as determined by the City Engineer
  5. Evaluation and provision of the following to be submitted at final submittal:
    - a. Additional screening in the form of berming and landscaping on the northwest edge of the site outside of proof of parking areas.
    - b. Access options to 2.8 acre Haasken property through 4880 Creek Road and EDCO's site
    - c. Screening in the form of landscaping and berming from the proposed loading dock areas and to be high enough to screen the top of the dock doors
  6. Coordination with:
    - a. City Engineer regarding utilities, grading, drainage, access and access

spacing, Creek Road right-of-way needs, and Creek Road reconstruction.

- b. Electrical agency Minnesota Valley on electric service requirements.
- c. Carver County Public Works on platting and right-of-way requirements along County Road 10

7. Building setbacks are as follows:

- a. Interior Property Lines: 15 – feet
- b. West Property Line: 100 - feet
- c. Engler Boulevard Centerline: 125 – feet
- d. Creek Road Centerline: 100 - feet
- e. Wetlands: Varies based on wetland type

8. Parking setbacks are as follows:

- a. Right-of-way or residential: 10 – feet
- b. Interior Property Lines: 5 – feet
- c. Wetlands: Varies based on wetland type

9. Provision of a storm water management plan meeting City and Carver County WMO standards for both proposed and future needs of the site.

10. Provision of a wetland report and mitigation plan to be completed and approved prior to issuance of a grading permit and prior to final submittal.

11. Cost participation agreement between the developer and city on the utility extensions and street reconstruction of Creek Road.

12. Provision that development and access to the 2.8-acre parcel in Laketown Township orderly annexation area be further evaluated with 4880 Creek Road when both parcels are ready for development.

13. Provision that the 2.8-acre parcel is annexed into the city of Chaska at the time of its development.

14. Provision of a utility and access easement at least 35 feet wide, or as determined by the City Engineer, on the western property line and to be shown on the final plat at final submittal.

Motion carried.

Motion by Commissioner Brass, second by Commissioner Aasen, to recommend approval of the Rezoning from RR-2 to Planned Industrial District (PID-12), based on the draft ordinance.

Motion carried.

## 8. Other Business

### A. City County Meeting Minutes of April 21, 2025

Community Development Director Kabat stated that CloudHQ was moving forward with demolition of the buildings on the site. He stated that as part of the permitting process, the City asked them to send out letters to the homes on the neighboring properties to notify them of this work. He noted that they will be taking access off of West Creek Lane, so there should not be any construction traffic coming through the neighborhood as a result of the demolition activity.

Chair Brass asked about the demolition happening on Jasper Circle.

Community Development Director Kabat stated that was another situation where it was just a demolition permit and they had not submitted anything related to the next step in the development process.

10. Adjourn

Motion by Commissioner Brass, second by Commissioner Purdy, to adjourn the meeting at 7:31 pm.

Motion carried.