

Chaska
Parks and Recreation Commission
Meeting Minutes
January 11, 2022

1. Call to Order

The January 11, 2022 meeting of the Chaska Parks and Recreation Commission was called to order by Vice Chair Jason Branch at 7:00 pm.

2. Roll Call

Attendance: Vice Chair Jason Branch, Karli Cich, Donelle Heieie, Georgiann Keyport, Zach Saueressig, and Elizabeth Wyveen

Absent: Chair David Downs

Staff: Parks and Recreation Director Marshall Grange, Assistant to the Director Mary Monteith, Communications Michelle Blasko.

3. Adopt Agenda

Motion by Wynveen, second by Heieie, to adopt the January 11, 2022, meeting Agenda.

Roll Call for Approval

4. Visitor Presentation

None in attendance

5. Approve Previous Meeting Minutes

5A. Motion by Keyport, second Wynveen, to approve the Chaska Park Board meeting minutes of December 14, 2021.

Roll Call for Approval

6. Receive Council and Planning Meeting Minutes

6A. Council Minutes December 6, 2021

7. Action Items

7A. Recommendation for City Council Appointment of Parks and Recreation Commission Chair and Vice-Chair

Grange gave an update on appointing Chair and Vice Chair. Chaska City Council takes the recommendations of this Commission. Chair and Vice Chair will remain the same.

Motion by Saueressig, second by Heieie, recommending City Council appoint David Downs as Chairperson.

Motion by Heieie, second by Wyveen, recommending City Council appoint Jason Branch as Vice Chair.

Roll Call for Approval

Grange also stated they are interviewing for Commissioners on many of the Chaska City Commissions. This process should be complete by February. Applications for the youth position remain open.

7B. Recommendation for City Council Appointment of Two Commissioners for Representation on the Community Center Master Plan Task Force

Grange shared he is putting together a citizen task force to be comprised of 16 individuals from Chaska City Council, each of the Chaska's Commissions, representatives from Community Ed and the Chaska School Board. The remaining community representatives will be members and non-members of the current Community Center.

Keyport inquired about specific timelines and dates. Grange stated the Task Force will join the project in late Feb and early March. Expectations will be to meet 5-6 times at 2-hour meetings once a month. Duration of project is expected be about 8 months long. Commission representatives and other task force members will provide on-going information to the full Parks and Recreation commission at each monthly meeting for further discussion, and then those discussion items are taken back to the task force group.

Grange asked the commissioners to keep in mind there will be other upcoming projects to be involved with. One such project is developing a master plan for the Southwest Chaska Community Park. late summer early fall.

Heieie voiced her desire and passion about the Chaska Community Center Master Plan Task Force wanting to see high school girls empower themselves. Saueressig is also highly interested in working on the Community Center Master Plan Task Force.

Motion by Keyport, second by Wyveen, to recommend City Council appoint Saueressig and Heieie to the City Council Commissioners for representation on the Community Center Master Plan Task Force.

Roll Call for Approval

8. Discussion Items.

8A. Community Center Master Plan Update

Grange stated online applications are open through the end of January. City Staff Project Management Team will review applications and take recommendations for City Council to appoint the entire Master Plan Task Force mid-February.

The preliminary plan was sent to 10 architectural firms. The City Staff Project Management Team held two meetings in December. This was an opportunity for interested firms to hear presentations about the project. The Management Team discussed some of the project elements, provided a robust tour, and gave firms an opportunity to ask questions. Grange stated

there was successful feedback and extended the deadline from Jan 7th to Monday January 10th, 2022 at noon. They also revised the application process by allowing online applications. They have received proposals from the Minneapolis based HGA firm and Perkins & Will who have offices across the country with a local office in Minneapolis. City Staff Project Management Team are reviewing proposals and will reconvene Thursday, January 13th. The next step is to interview both firms and bring that recommendation to City Council for approval in February.

Saueressig questioned the projected budget amount and timeline. Grange responded those will fall into one of three categories:

1. How to maintain current asset as is.
2. How to take the current shell and renovate the inside.
3. Number two along with expansion of current building.

Grange stated he will rely on the architects for more precise cost estimates and noted all 3 concepts will require an expanded parking lot

Wyveen inquired if one firm stood out more than the other. Grange believes both firms are equally capable and provided details on each firm's experience. Saueressig questioned if either firm have used an existing shell noting it is difficult to work within something that still exists. Vice Chair Branch wondered about a questionnaire to the firms who did not in the end submit proposals to gain feedback on why. Grange shared it was a quick turnaround, especially with the holidays in there, a couple firms shared that they had other projects on their plate so couldn't commit to this one.

8B. Facility Name Rights and Sponsorship Update

Grange updated the Commission stating City staff and others met Monday January 10th via zoom to discuss final details and bring it to City Council on January 24th as an item on the regular agenda.

8C. Pedestrian and Bicycle Master Plan Update

Wyveen updated the Commission on the current draft stating it will be available on the website soon. She noted there will be an open house Tuesday February 15th at the Event Center from 5:00-7:00 p.m. giving the same presentation at 5:00 and 6:00 p.m.

8D. Department Happenings

Grange reported Thursday, January 13th-16th The Big Spiel will host 96 curling teams. Vice Chair Branch inquired about a survey to gather feedback on their experience. Saueressig commented on the lack of space for other curlers to watch and hang out causing players to go to other establishments. Grange shared that this is why we hope to look into expanding that back players' lounge area.

Keyport expressed concern with lack of accommodations in the Chaska area and Wyveen wondered how to increase revenue by keeping people in Chaska. A challenge for us.

Grange also noted the City is seeking a Recreation Supervisor who oversees community events and teen programming. Grange noted upcoming events such as the Ice Sculptures in latter January and the Fire Dept. Ice Fishing contest in early February. The Community Center also started swim and skate lessons this past week and had 16 lifeguards become certified water safety instructors.

9. Other Business

9A. Commissioner Round Table

Heieie is excited to get on Firemen's Lake with her family for ice skating, it looks great. Grange thanked the public works department for their work on getting the ice-skating rinks ready.

Saueressig He also stated he is out testing tubing hills in hopes of bringing this to Chaska.

Wyveen wanted to go back to the November work session meeting, Grange recapped everything Parks and Recreation had accomplished in 2021 and goals for 2022. She thanked Grange and his team for their hard work.

Keyport nothing to share, however a question. She asked how the collaboration with the Arts Commission was going. Grange answered the Arts Commission has had challenges with COVID and had turnover on the board. The group depend heavily on volunteers, but their board did recently approve the hiring of an executive director at half time. We are excited about that; the hope is to improve the level of consistency amongst their members and gives our staff a go to point of contact. Grange still likes the idea of a partnership and collaboration between this Commission and the Arts.

10. Adjourn Meeting

Motion by Saueressig, second by Keyport to Adjourn the January 11, 2022 meeting.

Roll Call to Adjourn at 8:03 p.m.

Next meeting: February 8, 2022

**- MINUTES -
CHASKA CITY COUNCIL
DECEMBER 20, 2021**

1. Call to Order

The meeting was called to order by Mayor Windschitl at 7:00 pm.

2. Pledge of Allegiance

3. Roll Call

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

Absent: None.

Also Present: Matt Podhradsky, City Administrator; Noel Graczyk, Administrative Services Director; Kevin Wright, Communication Director; Nate Kabat, Assistant Administrator; Kevin Ringwald, Community Development Director; Liz Hanson, City Planner; Jake Sofly, City Attorney; and City Engineer Matt Clark.

4. Adopt the Agenda

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

5. Visitor Presentation

None.

6. Minutes

6.A. Approve December 6, 2021 City Council Meeting Minutes

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

Motion carried.

7. Consent Agenda

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

A. Appoint the Chaska Herald as Official Newspaper for the City of Chaska for 2022
Motion to Appoint the Chaska Herald as Official Newspaper for the City of Chaska for 2022.

B. Appoint the Law Firm of Melchert, Hubert, Sjodin to Represent the City of Chaska in 2022

Motion to Appoint the Law Firm of Melchert, Hubert, Sjodin to Represent the City of Chaska in 2022.

C. Consider Additional 2021 COLA Increase for LELS Union

Motion to Consider Additional 2021 COLA Increase for LELS Union.

D. Consider 2022 Employee Pay Classification, Salary Adjustment Rate Chart
Motion to Consider 2022 Employee Pay Classification, Salary Adjustment Rate Chart.

E. Accept Dontá Hughes Resignation as a Commissioner on the Human Rights Commission
Motion to Accept Dontá Hughes Resignation as a Commissioner on the Human Rights Commission.

F. Accept Russell St. John Resignation as Commissioner on the Heritage Preservation Commission

Motion to Accept Russell St. John Resignation as Commissioner on the Heritage Preservation Commission.

G. Adopt Resolution 2021-88, Approve MnDOT Signal Maintenance Agreement for T.H. 212 Ramps as C.S.A.H 11

Motion to Adopt Resolution 2021-88, Approve MnDOT Signal Maintenance Agreement for T.H. 212 Ramps as C.S.A.H 11.

H. Adopt Resolution 2021-89, Authorize Participation in National Opioid Settlements
Motion to Adopt Resolution 2021-89, Authorize Participation in National Opioid Settlements.

I. Authorize Mayor and City Administrator to sign a Purchase and Redevelopment Agreement with the Carver County Community Development Agency for the Ernst House Redevelopment Project

Motion to Authorize Mayor and City Administrator to sign a Purchase and Redevelopment Agreement with the Carver County Community Development Agency for the Ernst House Redevelopment Project.

J. Adopt Resolution 2021-90, Resolution Supporting the Safe Routes to School Infrastructure Grant Application for the Chaska Safe Routes to School project
Motion to Adopt Resolution 2021-90, Resolution Supporting the Safe Routes to School Infrastructure Grant Application for the Chaska Safe Routes to School project.

K. Disposition of Excess Property Near Highwood Drive
Motion for Disposition of Excess Property Near Highwood Drive.

L. Adopt Resolution 2021-91, Establish 2021 Interfund Tax Increment Financing
Motion to Adopt Resolution 2021-91, Establish 2021 Interfund Tax Increment Financing.

M. Policies and Procedures for Federal Awards Administration
Motion to Accept Policies and Procedures for Federal Awards Administration.

N. Adopt Resolution 2021-93, TH 41 Downtown MnDOT DCP Agreement for Federal Projects
Motion to Adopt Resolution 2021-93, TH 41 Downtown MnDOT DCP Agreement for Federal Projects.

O. Adopt Resolution 2021-95, Financing Police and City Vehicles
Motion to Adopt Resolution 2021-95, Financing Police and City Vehicles.

P. Adopt Ordinance MC 2021-1006, Adopt Ordinance MC 2021-1006, 2022 Development Fees
Motion to Adopt Ordinance MC 2021-1006, Adopt Ordinance MC 2021-1006, 2022 Development Fees.

Q. Authorize Memorandum of Agreement with Carver County for Highway 41 and 61 Improvement Project

Motion to Authorize Memorandum of Agreement with Carver County for Highway 41 and 61 Improvement Project.
Motion carried.

8. Action Items

8.A. Adopt Resolution 2021-94 and Ordinance MC 2021-1007, Approving the Preliminary Plat, Preliminary Site & Building Plan, Sale of Excess City Land, and Rezoning for Oak Ridge/RCS-RCA Oak Ridge LLC/PC #2021-08

City Administrator Podhradsky introduced this item.

City Planner Hanson provided a presentation on the preliminary plat, preliminary site and building plan.

Councilmember Hubbard expressed her concerns regarding traffic safety without their being a dedicated left turn lanes.

Councilmember Hatfield stated it seems odd to have the extra parking across the street and is concerned about safety of those people crossing the street.

Steve Cross, Costco Development Manager addressed the Council and explained that the employees will park across the street mainly and the members will park in the parking lot by the store entrance.

Councilmember Huang stated he is concerned about the turn lane causing rear-end collisions. He asked how many cars can be stacked in the turn lane going into the lot.

Clark Wicklund, Alliant Engineering addressed the Council. He stated MnDot has reviewed the plans and based on the traffic studies done; one by Kimely-Horn, prior to Alliant's involvement in the project, and a second by Alliant Engineering, both use the assumption that 50% of the traffic will be using the $\frac{3}{4}$ turn into the lot, and they support the amount of stacking proposed in the plan.

Nick Grage, Alliant Engineering, addressed the Council and explained the process in which they make their analysis. He stated they use both projected and historical data in their process to figure out how much traffic will use that entry point.

Councilmember Huang stated his concern is that the data they used isn't accurate because it includes an anomaly that occurred in 2007 which skews the data. He noted that anomaly combined with the fact that Carver County is one of the fastest growing in the country, lead him to believe the assumptions in the study are not currently accurate.

City Administrator Podhradsky stated he isn't surprised to see a decrease to traffic on Highway 41 in the studies provided. He noted it is based on the fact that the growth that is going to happen in the County will occur in the West and traffic isn't projected to flow up to the North,

and that is consistent with what MnDot is projecting. He stated no one cares about this highway more than MnDot.

Mr. Grage stated they used a 1% projection of growth which gets them closer to the numbers projected in the 2040 Comp Plan.

Community Development Director Ringwald stated Costco is a member only retailer so they know best where most of their customers will be coming from and what their shopping habits are so the traffic studies show accurate numbers.

Mayor Windschitl opened the meeting for public comment at 7:55pm.

Cody Brach, 3700 N. Chestnut Street – addressed the Council and stated he is curious why they choose to use the Eden Prairie store location as a comparison instead of St. Louis Park because St. Louis Park has a liquor store so the traffic is different between the two locations.

Community Development Director Ringwald stated Eden Prairie, St. Louis Park and Eagan were evaluated at different times of the days to study what the traffic patterns.

Thelma Anderson, 871 Cascade Drive – addressed the Council and stated she is a parent who accesses a business near the site on a regular basis, almost 6 days a week, and she would like to know more about the $\frac{3}{4}$ access and the plan for the increased traffic in the area.

Robert Braudt, 3700 N. Chestnut Street – addressed the Council and stated his concern is the safety of his family and students. He stated it would have been nice to be made aware of the possibility of this proposed plan earlier, noting he wasn't aware of it until the week of the Planning Commission meeting. He stated they will now have a car passing every 1.7 seconds with this plan. He asked that they include language that clearly says they will take the children and residents into consideration. He stated his wife was in a very bad car accident awhile ago in that area and wouldn't want that to happen again. He stated if he had an option to fix this issue he would like to see the roundabout moved South and it could be an asset to the area instead of a safety concern. He noted he is fine with whatever solution they can come up with at this point that will make it safer for everyone.

City Administrator Podhradsky stated he understands what is being said and he wants everyone to know they are talking with MnDot and will keep the conversations going and noted the Council will address the safety issues while considering how to move forward.

Motion by Councilmember Huang, seconded by Councilmember Hatfield to Adopt Resolution 2021-94 Approving the Preliminary Plat, Preliminary Site & Building Plan, Sale of Excess City Land, and Rezoning for Oak Ridge/RCS-RCA Oak Ridge LLC/PC #2021-08.
Motion carried.

Motion by Councilmember Hubbard, seconded by Councilmember Grau to Adopt Ordinance MC 2021-1007, Approving the Preliminary Plat, Preliminary Site & Building Plan, Sale of Excess City Land, and Rezoning for Oak Ridge/RCS-RCA Oak Ridge LLC/PC #2021-08.

Motion carried.

8.B. Adopt Resolution 2021-85, Recommend Approval of the Concept Plan for Oak Creek and Clover Field Apartments/DR Horton & Chaska Investments/PC #2021-20

City Administrator Podhradsky introduced this item.

City Planner Hanson provided a presentation and background on this item.

Councilmember Grau asked if the u-shape on the drawing will be the final shape.

City Planner Hanson stated as of right now it is, but it could change as the process continues.

Councilmember Hubbard asked if the houses that are proposed to be in the cul-de-sac will automatically be part of the HOA. And asked if the traffic study was done.

City Administrator Podhradsky stated the houses on the proposed cul-de-sac won't necessarily be added to the HOA. He stated the first step is to find out if the concept is something that will work and then they move onto the next step which would include a traffic study.

Mike Suel with D.R. Horton addressed the Council and stated the Kelzer's have been clear that they want to maintain farm access through the parcel they don't own that lies in the middle of their two parcels. He noted they are working with them and the City to ensure they can still get to their fields.

Councilmember Hubbard asked what the greenbelt area could become.

Community Development Director Ringwald stated the greenbelt areas could develop into historic greenbelt properties or develop into 1 unit per/acre plots using only 1/3 of the property.

Mayor Windschitl asked if something will be put into the writing to let potential buyers know that it could potentially be developed at some point.

Mr. Suel stated they do include a disclosure that to the west it could be developed in the future but access wouldn't be through their development.

Mayor Windschitl stated he appreciates the work that has been done on this development and how the developer took all the feedback and made a thoughtful plan.

Councilmember Hubbard stated she likes the new drawing and noted it is much better than the old concept.

Councilmember Huang asked where they plan to put a park in fir the neighborhood.

Mr. Suel stated a park would go somewhere between the north and south half of the site and there will be some trails that go back towards Sophia with a trail heading down towards the south, providing some walkability. He noted the park area would be big enough for a playset.

Mayor Windschitl opened to public comment at 9:50pm.

Ray Lindner 1401 Clover Preserve Drive – addressed the Council and stated he has lived there 15 years, he stated he doesn't like the fact that they capped off Sophia and another in Sagewood 1 was capped off, so now the only place they can put a connection is down their street, he noted he feels it was short sided planning on the City's part. He stated most people will choose to go South down Clover Preserve. He stated he is also concerned about the tree preservation.

Councilmember Grau stated he thinks that traffic studies are always a good idea because everyone has their ideas about what might happen but the studies show facts.

City Administrator Podhradsky stated the Planning Commission meeting happens the week before the Council meetings so there isn't time to get any mailings out regarding the items in the Planning Commission and that is the basis for the process informing the communities about upcoming items in meetings. He stated they are going to have a work session about the possibly updating their processes but the way it is done now is how it has been done to maintain consistency over time but they do recognize things have changed over time and it may be time to change some of the processes.

Cade Kachelmeier 2279 Clover Field Drive – addressed the Council and stated no one has brought up public transit in the area. He stated the traffic issues seem to be an issue because of the lack of public transit and he would like to know if there are any plans to set up a station around there.

City Administrator Podhradsky stated there hasn't been enough demand to continue the transit there.

Councilmember Huang stated Southwest Prime is like a public transit Uber which goes from stations to people's houses, the airport, Bloomington, and MOA so that is an option and he noted there are assistance services available to help offset the cost if anyone needs it.

Travis Olsen, 1439 Sophia Drive – addressed the Council and stated the tree preservation hasn't been talked about but in phase 2 they took out 70% of the trees in that lot and the Council allowed it. He stated this is the time when the Council can change that and stub off the cul-de-sac plans instead and leave as many trees as possible.

City Administrator Podhradsky stated it's important to note that the City doesn't have the authority to change things on private property and in theory the Kelzer's could go out there and cut down every tree down if they wanted to right now but the City likes to work with them as possible to make something work for everyone involved.

Motion by Councilmember Hubbard, second by Councilmember Grau to Adopt Resolution 2021-85, Recommend Approval of the Concept Plan for Oak Creek and Clover Field Apartments/DR Horton & Chaska Investments/PC #2021-20. Voting aye: Councilmembers Grau, Hatfield, Hubbard, and Mayor Windschitl. Voting nay: Councilmember Huang.
Motion carried.

Councilmember Huang stated he appreciates the work put in and he understands they need to iron out some of the traffic concerns and he voted nay to ensure people they are listening although he expects it to pass. He stated D.R. Horton did say in the past they would preserve as many trees as possible but they didn't and instead they cut everything down right to the property line and he noted he'd like to see them in good faith preserve all the trees possible this time and ensure the traffic concerns are addressed and that this is done right.

Councilmember Hubbard stated this concept plan was vastly different than the one presented in 2020 and she is ok with that because the traffic study would have showed something much different in 2020.

Councilmember Hatfield echoed Councilmember Hubbard's thoughts and she thinks they should move forward with the concept plan tonight and see what the study shows.

Councilmember Grau stated he feels they don't need the South exit on Sophia but if the study shows otherwise then they need to figure out how to limit as much traffic going through Sophia as possible.

Mayor Windschitl called for a recess at 9:48pm.

Mayor Windschitl called the meeting back to order at 9:55pm.

8.C. Adopt Resolution 2021-86, Recommend Approval of the Concept Plan for Clover Ridge Apartments/AV Development LLC/PC #2021-21

City Administrator Podhradsky introduced this item.

City Planner Hanson provided a presentation and background to the Council on this item.

Vishal Dutt, Developer addressed the Council and stated they would like to start as soon as possible but the plan is to start on May 1, 2022.

Motion by Councilmember Huang, second by Councilmember Hatfield to Adopt Resolution 2021-86, Recommend Approval of the Concept Plan for Clover Ridge Apartments/AV Development LLC/PC #2021-21.
Motion carried.

8.D. Adopt Resolutions Adopt Resolution 2021-87, Recommend Approval of the Concept Plan for Chaska Creek Industrial Phase 3/Oppidan/PC #2021-19

City Planner Hanson provided a presentation and background on this item.

Councilmember Huang asked if the pond will remain a pond.

City Planner Hanson stated yes and noted that is where the storm water would ideally drain out.

Bob Panning, 11315 Wetzel Lane - addressed the Council and stated when he bought his property in 1995 the law stated and continues to state that his property is inside the green zone that it should be preserved according to the City law. He stated now they want to move the green zone and the residents will be left in the middle of concrete buildings. He stated he'd like to know what the plan is. He stated if this moves forward he would like to ask that limits be set on the timeframes of construction equipment being allowed to run, but ultimately, he is asking to postpone approval of this until there is a plan for this area as a whole and his neighborhood.

City Administrator Podhradsky provided an overview of the comp plan and the process. He stated they do have a statutory timeframe in which they have to make a decision on the applications that come through and that is to process all applications within 60 days or it gets automatically approved.

Community Development Director Ringwald stated they can have a conversation with property owners and get some clarity on what they are hoping to see happen because they have some flexibility on what they do.

It was the consensus of the Council to have a conversation with residents before moving forward.

Jay Moore, Developer, addressed the Council and explained they held a community meeting to get input. He stated they want to give them the most screening possible and are sensitive to their needs. He explained how the grades on the farm field will work and explained that the loading dock will sit below the level of the houses so it will look good, as well as, they are open to adding fences and bigger trees etc. He stated he would appreciate a vote tonight either way to allow everyone to stay on schedule.

Motion by Councilmember Huang, second by Councilmember Hubbard to Adopt Resolution 2021-87, Recommend Approval of the Concept Plan for Chaska Creek Industrial Phase 3/Oppidan/PC #2021-19.

Motion carried.

8.E. Adopt Resolution 2021-92, Budget and Tax Levy Adoption for 2022

City Administrator Podhradsky introduced and provided background on this item.

Motion by Councilmember Hubbard, second by Councilmember Grau to Adopt Resolution 2021-92, Budget and Tax Levy Adoption for 2022.

Motion carried.

9. Bills

9.A. Accounts Payable Council Roster 12-20-2021

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

10. Other Business

10.A. City Administrator's Report

10.A.i. Bi-Weekly Report December 20, 2021

10.B. Monthly Financial Reports

10.C. Other Meeting Minutes

10.C.i. Human Rights Commission Meeting Minutes October 28, 2021

Councilmember Grau:

- Wished everyone happy holidays

Councilmember Hatfield:

- Noted the Santa Parade is coming up on Sunday
- Wished everyone happy holidays

Councilmember Huang:

- Wished Len at SouthWest Transit a happy retirement and congratulations
- Noted they are seeing a uptick in Transit rides

Councilmember Hubbard:

- Wished everyone a safe and happy holiday season

Mayor Windschitl:

- Thanked the IT and Maintenance Department, as well as, Mr. Wright for their help in the Chambers
- Stated the Santa Parade is on Sunday
- Wished everyone a Merry Christmas and Happy Holidays, and noted to remember to be responsible and have a sober ride if needed

11. Adjourn

Motion by Councilmember Hatfield, second by Councilmember Huang to adjourn the meeting at 12:21 am.

Motion carried.

**CHASKA PLANNING COMMISSION
MINUTES
DECEMBER 8, 2021**

1. Call to Order

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

2. Roll Call

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

Members absent: Commissioners Brass and Rylee

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

3. Adopt the Agenda

Motion by Commissioner Olson, second by Commissioner Sailer 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 November 10, 2021 Planning Commission Meeting Minutes

Motion by Commissioner Lacey, second by Commissioner Olson, to approve the minutes of the November 10, 2021 Planning Commission meeting, as presented.

Motion carried.

6. Consent Agenda – None

7. Action Items

- A. PUBLIC HEARING CANCELLED: Preliminary Site and Building Plan, Preliminary Plat, and Rezoning for West Creek Apartments/Community Asset Development Group/PC #2021-11

Chair Dahlke explained that this item is still on the agenda, but is no longer a Public Hearing, and is now a Concept Plan that will be discussed under item 7E.

B. Recommend Approval of the Concept Plan for Oak Creek and Clover Field Apartments/DR Horton and Chaska Investments/PC #2021-20

Chair Dahlke noted that Commissioner Olson would recuse himself from this agenda item.

Commissioner Olson left the dais.

City Planner Hanson presented to the Commission.

Commissioner Sailer asked if the orderly annexation on Oak Creek's concept, continues west all the way to Victoria Drive.

City Planner Hanson confirmed that it would continue to Victoria Drive.

Commissioner Sailer stated that the previous concept and this concept have no ability to continue this neighborhood going west, so if anyone very wanted to develop it they would have to find a different access to that part of the property.

City Planner Hanson confirmed that this was correct.

Commissioner Urbanski stated that the residential area is looking for single family lots to be developed first with the apartments somewhere further down the road. He asked if the road along the railroad tracks would be developed as part of the first phase.

City Planner Hanson stated that this road would be developed during the first phase and be primarily part of the single-family development.

Commissioner Sailer stated that he assumes that would also be the preferred construction route.

Community Development Director Ringwald noted that the Planning Commission can provide that direction.

Mike Sewell, DR Horton, 20860 Cambridge Court, Lakeville, explained that after receiving strong direction from the Commission, they have been working with the Kelzer family on another access point to come up with a route to the north, which is what they are presenting tonight. He noted that the Kelzer family has paid the assessment that was put on their property and would like this project to move forward. He stated that the reason that they took Clover Preserve across is because that is where the sewer and water will be going to cross and wanted to just disturb things once. He stated that they have attempted to respond to the feedback that they have received thus far from the City and the neighborhood meeting.

Chair Dahlke stated that he can tell there has been a lot of hard work put into this plan because of its difference from the original plan that was put before the Commission 18 months ago. He gave the opportunity for members of the public to give their input but asked individuals not to repeat comments that have already been made by others.

Mike Benson, representing Chaska Investment, 10118 Wild Duck Pass, Eden Prairie, expressed his appreciation to staff the Commission and noted that he will also be available to answer questions, if necessary.

Ray Lindner, 1401 Clover Preserve Lane, stated that he has provided documentation to staff and the Commission of multiple concerns that he believes are representative of a large majority of his neighbors.

There was a round of applause from the audience.

Mr. Lindner noted the neighbor's surprise when the revised plan came with the elimination of the access at Sophia and driving all of the access through Clover Preserve Lane. He stated that the north access point is an additional positive aspect, but there is still only one residential access going into this neighborhood from an existing neighborhood which he would like the Commission to look more closely at. He stated that he has heard multiple discussions related to the size of the development and explained that the increase in the number of units is significant which will affect the traffic flow. He noted that one thing that was left off the notes from the last meeting was the multiple concerns that were raised by the residents about safety for children that will be on Clover Preserve Lane. He stated that the traffic flow and access changes, even with the addition of the stub, still means a significant amount of traffic will likely utilize Clover Preserve Lane. He stated that he ran numbers of 4 trips/day from each household which equates to 75,000 trips/year that will travel that route and at 10 trips/day which is a common number would make the numbers of trips significantly greater. He stated that in the 2018 study, Clover Ridge Preserve was nearly at full capacity at the time it was conducted and noted that he is looking forward to the follow up traffic studies and hopes that they reflect 'real life' traffic and not COVID traffic. He asked the Commission to take all these impacts into consideration and would ask that they clearly direct that real life traffic number be done and that there be consideration to the impact this will have on the residents of Clover Preserve Lane. He stated that he would also like to make sure that they take notice of statements about no building to the west or to the south that connects to this neighborhood. There are 30-foot access points that are provided and understands that with City planning it would be either 60 or 54 feet for a street. He stated that this is the preliminary plan, so he feels things can change and would like the City to direct that there be no connectivity into this from other areas. He stated that they also want to ensure that their safety concerns are taken into consideration because there are a lot of children that live along Clover Preserve Lane. He stated that another concern is with regard to the planned removal of hundreds of trees. The Clover Preserve Lane access butts up to Clover Preserve Circle at a 3-way intersection which he does not think it is the best type of intersection to go through especially in the morning as people are traveling in and out. He stated that this intersection was not built to handle a large amount of traffic. He stated that there are two playgrounds on Clover Preserve Drive one designed for small children and one on Hundertmark Road designed for older, unaccompanied kids. He stated that at Clover Ridge Elementary, the cul-de-sac where the kids cross is a zoo for about 30 minutes and the traffic backs up all the way down to Super America and Highway 41, which his neighbors had asked him to bring this up when he spoke to the Commission. He stated that the impact from this housing development will also put more load on the existing issues on the streets. He stated that he would also like to touch on the equity of planning, which to him, as a long-term resident, is the primary issue he has with the current plan because they have closed off Sophia Drive and Clover Field Circle in the Sagewood 2 development which means everything is going down Clover Preserve Lane. He stated that this

results in an environmental impact from a quality of life standpoint for everyone who lives on Clover Preserve Lane. He asked why Clover Preserve Lane was not also truncated with a cul-de-sac and noted that utilities can go under dirt and does not have to be done under a street. He suggested that there could be walking paths put over the top, which can be easily replaced if they need to access the utilities and do work. He stated that one of the concerns mentioned in the Town Hall meeting was a need for a second access to the new development. He stated that he did some preliminary research by looking at Google maps and found multiple neighborhoods in the City that have single access points that are more than the number of houses that will be in this development. He stated that City also has the option of allowing access to the north or the south on future expansion through the annexation that was mentioned by Commissioner Sailer. He stated that his last point is regarding the trees and explained that the development of Clover Preserve when he moved in fifteen years ago, was a new development. He noted that he had lived on Hundertmark Road for seven years prior to moving. He stated they moved to Omaha and when they moved back, they were happy to move back to the same location as they had left. He stated that the one thing that really struck them about this development was that not only were they building new development on property that needed to be developed, but it was done with a sense of bringing nature back into the area. He stated that has mostly held up as he has seen development happening in the area, however, a few years ago when Clover Preserve Lane was approved to go in with Sagewood 2, they eliminated hundreds of trees. He stated that he has provided pictures to the City and when he hears them discuss preserving trees, it does not appear as though their heart is in it because there was a beautiful stand of full growth oak and maple trees that they could have been handled with a different approach that just taking them all down, but they chose not to. He asked the Commission to really think hard about what is being done on the west end because that stand of trees is still there with a creek going through it and there is an option to create a nice environmentally friendly space that can be preserved so people can enjoy it. He reiterated his request to 'T' off Clover Preserve Lane as has been done for other points in the area so they can eliminate the ongoing flow of traffic through the neighborhood. He stated that he thinks that there can be a solution that works out for all parties and asked that the Commission, if they choose to approve the Concept Plan, puts some strong direction for staff and developers to really consider what can be done related to the access to the neighborhood.

Steve Oaxaca, 2751 Clover Preserve Court, stated that in addition to the points raised by Mr. Lindner, he would also like to add a point related to equity of planning. When City Planner Hanson was presenting the issues around the tree preservation and the heritage tree, that the strongest concentration of trees were at the end of Clover Preserve Lane and he feels it makes no sense, if there is talk about tree preservation to extend that lane and cap Sofia. He stated that if they were considering tree concentration, they would do it the other way. He stated that his preference would be the cap both because he thinks it makes more sense to route the traffic out through the north lane so it can connect with Engler Boulevard, so traffic is directed away from the overly taxed Clover Drive.

Pablo Murillo, 1466 Clover Preserve Lane, stated that he has spent much of his life dealing with many elements of design, in many countries. He stated that he loves Minnesota and has found a very solid, uniform, fair, coalition of neighbors and noted that he serves on the HOA Board. He stated that Mr. Lindner did an amazing job raising their concerns. He stated that he would like to emphasize three points because he has heard a lot about trees and tree preservation, but he thinks children and safety is much more important. He stated that there is a group of about

100 neighbors who would like to work with the City and developer, but if things do not move forward in a fair way, they are prepared to take a different approach. He asked the Commission to take their concerns to heart and keep the wonderful reputation that the City has developed over the years. He stated that the residents chose this City and they are here to cooperate.

Kimberly Thompson, 2721 Clover Preserve Court, stated that she would like to strongly second the points that have already been raised by her neighbors. She asked about the apartment being proposed and the expected tenants that will be targeted.

Commissioner Sailer stated that from what they know at this point, it will be just general population and was not targeted to any specific group.

Ms. Thompson stated that the City is growing and asked about the expected population growth, including children, that the City is expecting with all of the development. She asked if the City has thought about this and taken into account whether the emergency services will be able to support that growth.

Chair Dahlke stated that emergency services, such as police and fire, are included in review of development plans.

Kevin Wendland, 2731 Clover Preserve Court, stated that he has lived in the area for 20 years and feels there was a misstep by the City by not informing Clover Preserve Court about what is going on. He stated that his background is in civil engineering and he knows that back in the 1980s, the average was 8 round trips/day and now he believes that average is up to 10 trips/day. He referenced Sagewood and how many trips a day that development generates and made note of the headlights beaming into their homes on Clover Preserve Court from all those trips. He stated that they are concerned about the additional homes adding even more headlights shining in their eyes. He stated that there are also children walking to and from school on the sidewalks and explained that he had witnessed a situation this morning of them having difficulty safely crossing the road because there was so much traffic. He expressed concern about adding another 1,500 cars and expecting it to be a safe situation. He stated that there is nothing at the end of Sophia so for any cars going down Sophia, the headlights just shine into a wetland and not homes like they do when they shine into Clover Preserve Court when people are coming down Clover Preserve Lane. He stated that this neighborhood is quite ethnically diverse and the optics of ramming a street through an area like this does not look good.

Byunghak Lee, 2711 Clover Preserve Court, noted that the points his neighbors have been making have resonated with him. He noted that when he first wakes up in the morning, he opens his blinds in order to check the weather and the window overlooks the intersection. He stated that there are times where there are dozens of kids standing in the area trying to cross the road. He shared a recent example of an incident with a school bus and a mother and children trying to cross the street. He stated that this is becoming more and more of an issue and thinks having Clover Preserve Lane as an exit will aggravate the issues. He stated that he thinks, from the beginning, the City needs to be very clear about this situation and the safety issues.

Chris Dian, 1457 Clover Preserve Lane, stated that he is very pleased with the turnout from their community and thinks many of the comments that have been made are based on 'community'. He asked the Commission to take a good look at the people who are here tonight

who have invested in the community. He stated that this group of people have come together as a new neighborhood and melded into what he has found to be a phenomenal experience for his small children. He stated that it is people in this community that are coaches for their kids team, pay taxes, and spend money at the small businesses in Chaska. He asked the Commission to consider that the folks that are asking for a favor are the ones that are investing in the community with their lives and their families and the people that are looking to make a dollar do not even live in the community.

Wade Sorenson, 1456 Sophia Drive, stated that he has lived on Sophia Drive for about 18 years. He distributed a few diagrams to share with the Commission. He reviewed the diagrams and explained that the first diagram is the original Clover Preserve concept plan that was approved in May of 2000. He stated that it shows the western extension that was planned and the size of the roads in Clover Ridge. He noted that on the north side they can see where the apartment complex is being proposed and on the far side near the railroad tracks, it does say apartments and on the south side of the railroad tracks, it says multi-family, which in this diagram refers to townhomes. He stated that the comment made that there were always plans for apartments there is not exactly correct and wanted that to be clear for everyone. He stated that the size of the apartment building being proposed is gigantic with one single floor being 45,000 square feet which is over an acre of square footage per floor. He stated that he understands that when the applicant comes back for the Preliminary Plat the City will have to look at the floor area ratio but he thinks they are already looking at well over .5, which to him shows that it is far too big for the lot and will tower over the whole development and just won't look right. He stated that, to put things into context, the Clover Field apartments have a square footage of 18,000. He asked the Commission to consider this information and conclude that it just does not fit into this development. He asked what will happen to the remaining wetland when this project is completed. He noted that back in 2002 when the Clover Preserve second addition was approved, two of the stipulations were that Outlot B, which is the mailbox station, was deeded to the Jonathan Association and the second stipulation was for Outlot A, which was the wetland, to be deeded to the City, which was not done. He stated that he would like to know why that was not done and why the City does not already own this wetland. He asked if anything out there could be changed and explained that the sidewalks around the perimeter have been poorly maintained and snow is never removed and the sidewalks have a lot of cracks. He stated that he would like to understand what will happen with the wetland. He noted that one of the documents he submitted basically says that the Comprehensive Plan is irrelevant and non-binding. He stated that this area has been called green space for the last 20 years and now suddenly there are houses being put in this space. He asked what the plans are, to what extent it can be developed, and what will happen to it once the apartment comes in.

Commissioner Lacey asked about the traffic study that will be done. He addressed the developer and noted that they have heard some of the concerns that have been raised about traffic and safety and asked if the results of the traffic study would guide any decisions and considerations because of what they have heard tonight.

Mr. Sewell, DR Horton, explained that they have engaged with a traffic engineer and they have started laying out some preliminary locations and many are based on the original Sagewood from when they were here 18 months ago. He stated that one of the neighbors mentioned that there has been a change in traffic due to COVID, which is why they have held off on the traffic study. He stated that they are planning to move forward with one even though the world is not

yet completely back the way it was, but noted that there is also a possibility that it will never get back to that point. He stated that when they receive the traffic information it will be shared with City staff and then they will decide if there needs to be any adjustments to their site design but confirmed that it will help them decide what to do. He stated that in conversations with the traffic engineer, the struggle is that everybody wants 212 to move east so they have been trying to work their design to push as much traffic as possible to the north which will help alleviate some issues in this area.

Commissioner Lacey asked how often the neighborhood group and the developer have gotten together. He asked if the developers had heard all of the feedback and concerns that have been given tonight. He shared examples from the past where groups on different sides have gone back and worked together to sort things out. He suggested that the two groups spend a bit more time together to discuss things and work through some of these issues, especially because this is currently in the concept phase.

Chair Dahlke explained that the concept plan is usually the developers best attempt at putting together what they have been guided towards by the neighborhood, City staff, the Planning Commission, and City Council. He stated that the point of presenting the concept plan is to take further comments and noted that he agreed with Commissioner Lacey's suggestion that more meetings can certainly happen between the interested parties.

Cassandra Koenig, 1478 Sagewood Circle, noted that they bought their lot in February of 2020 and moved in September. She stated that when she moved in there was still a significant portion of the neighborhood that was not done. She stated that they had the very first meeting to understand what the next phase and the association looks like a few months ago. She stated that there have only been a few chances for this discussion. She noted that the neighborhood has talked about it quite a bit, but they got the concept plan, got a notice of tonight's meeting, and then were shown a new plan. She stated that she does not think the neighborhood group is saying that they don't want the development of this new neighborhood, but it does not represent what they were told or what was contained in their contracts when they were ready to build with DR Horton. She stated that they did not buy lots to be a part of 'Hundertmark Highway' or have major streets, but instead bought them because it is a beautiful area of Chaska where they want to be and have as their neighborhood. She stated that the neighborhood group is happy to be part of any meeting that they can and while they realize they will not get everything they want, they do feel that there is room for things to be changed.

Mr. Lindner stated that he likes DR Horton and noted that they have been great doing things like fixing the sod in his yard when the trucks ran over it, and as a side note, has a busted sidewalk that he would like to talk to them about. He explained that he would like to discuss construction traffic. He stated that he cannot prove that a truck ran over the busted sidewalk in his front yard, but he can tell them that there was very large equipment unloading on his street in front of all the houses for about 6-8 months. He stated that routing any construction traffic through Clover Preserve Lane is not an option and the traffic must be made to go north. He stated that staff had already mentioned this, but he wanted to reiterate the point to the Commission and feels this should not be an optional suggestion but a directive. He referenced a picture that showed his neighbors lot looking out his front door. He stated that all of the trees shown in the picture were there when they built but are part of the big grove of trees that was eliminated. He stated that when there were meetings prior to the Sagewood development going

in, they made requests about trees being preserved and things being done with that grove of trees. He explained that the people who lost the most were his neighbors, Ryan and Shannon Melville. He stated that they had asked for the developer to save half of a lot in order to save this grove of trees, but that did not happen. He referenced a picture that showed what it looked like after the removal of that grove of trees and stated that within one week, they all disappeared. He stated that he feels a golden opportunity was lost to have houses down one side, similar to Sophia, and there could have been a huge old growth, oak and maple grove of trees remain. He stated that when they discussed this with the developer they were simply told that they would take a look and think about it so, to Commissioner Lacey's point, they have had these meetings and he is happy to have more. He stated that he feels it is the responsibility of the Commission and the City Council to think forward about regarding what is being done with planning within the City and what environment that is being created. He stated that he moved to this location because he liked being able to walk the loop around the wetlands which is beautiful and is the kind of thing that people moved there for.

City Planner Hanson noted that there are two individuals on Zoom who have their hands raised and would like to speak.

Jeremy Ely, 1364 Romeo Court, stated that he is a community member that will be affected by this development and serves as president of the Jonathan Association. He stated that is beautiful and attractive land. There are trails that are stubbed near the apartment site that would be beneficial to extend. Secondly, the cul de sac proposed on Sophia Drive should be considered to be added to Jonathan. The third thing he addressed was traffic.

Mark Wegner, Twin Cities and Western Railroad, stated that he wanted to make sure that the developer consults with their engineers regarding site lines, safety at crossings, and drainage as it relates to their site plans. He explained that they want to be at the forefront. He stated that this would be the case for this development and the one later on the agenda and asked that both developers involve the railroad in their discussions.

Mr. Lindner asked about the farm access roads and what type of equipment would be moving through the neighborhoods. He stated that he assumes it will have to come through the northern entrance or through from the south which means it will come down through Clover Preserve Lane.

City Planner Hanson stated that she cannot respond to the equipment portion of the question, but noted that they are looking at relocating their railroad crossing because that will have to move westerly which is why the farm access points are shown where they are on the plans. She explained that they are looking at rerouting versus going all the way through the northerly access so it is more direct to their farmstead.

Mr. Pablo Murillo stated that at least 14 of the neighborhood members have unequivocally been promised that there would be no further development for many, many years. He stated that if he had known this was coming, he would never have bought property in this beautiful neighborhood. He stated that they had verbal assurances, which he believes, in the State of Minnesota, is law. He stated that he feels it is outrageous that there is such a distance between the marketing group of a company and their executives and directors. He stated that whoever the agent is that has been telling people that this would not happen, should have to answer

that same question now. He stated that the neighborhood has been operating under the wrong assumptions and explained that he is not lying or exaggerating with his statements.

City Planner Hanson noted that there is one more person on Zoom who would like a chance to speak.

Beth Sanchez, Sophia Drive, stated that many people are talking about pushing the traffic to the north, but she would like to say that in the 2040 Comprehensive Plan and no where else has she seen a road going through. She stated that she understands that it can be done, but when they purchased their house, they purchased it because it was a wetland area. She stated that if she would have known that the City could change that, they would not have purchased a home that backed up to the wetland. To the south, they have trees that were taken down on the other side and this affects them as well as properties to the west. She stated that she understands that she is probably in the minority, but they purchased this house on the notion that they had a wetland to the north.

Commissioner Sailer thanked the residents for caring enough to show up to tonight's meeting and voice their concerns. He stated that this step is just the first in the process and reminded them that this is a concept plan. He noted that concept plans always change and this is just the first step towards making it better. He stated that regarding the Oak Creek Development, he personally likes two accesses in and out because it seems to work better. He stated that there has been talk about only having one and he is not sure if that is the best plan to connect the neighborhoods and keep a community feel. He stated that he thinks 107 homes is too many and suggested that when they come back at Preliminary Plan with their park concept, that they place the park where a few of the planned homes are located and not put by the creek or where the trees are. He asked that they work on keeping this area the way it is and not take trees down. He stated that to everyone who has expressed traffic concerns, nobody knows that traffic will be like moving forward and this may actually be the new normal because people are doing hybrid working as well as full-time at home, which means there could be 2 trips or 20 trips per house. He stated that he would like to see what the results of the traffic study are and then guide things further at that point, if homes need to be reduced, or access points need to be adjusted. He stated that this may be a good chance to improve a problem that already exists so it may be a win/win in that respect. He stated that there was a comment on the wetlands and right now he believes it is contemplated for them to be a possible donation to the City, but that has not been finalized. He reiterated that this is merely at the concept plan stage. He stated that to the residents who spoke who live on Clover Preserve Court, he would like to find a way to ensure that there is more screening in order to mitigate some of the headlight concerns. He stated that on Sophia Court, if the lots will remain as proposed, he would like to see them rolled into the Jonathan Association and would recommend that the developer pursue that outcome.

Commissioner Urbanski asked if there was any reason the City would not have development to the west or to the south someday.

City Planner Hanson stated that in terms of utility connections, it would not be able to serve that area from where this development is coming from. She stated that the other piece is that the guidance for that area is Rural Residential, so it is in the green belt area, so the density is already at a lower caliber than what is seen in a single family. She stated that there could be cluster development within that, but larger, more dense developments would not typically be part

of that picture unless they go through a pretty extensive process with the City to amend the Comprehensive Plan.

A member of the audience stated that the property could be rezoned.

Commissioner Urbanski stated that when he looks at this and envisions it, it would be nice if he could wave a magic wand and make everyone happy. He stated that he thinks one thing that will make people happy would be to preserve the wetlands and the treed area. He cautioned that once those are gone, they are gone forever. He stated that he understands that there needs to be a certain number of homes in order to make a profit, but once this land is developed, it is the way it is in perpetuity. He stated that it would be nice to have some ghost platting to show an outlot that would at least allow for road connection to the south and possible to the west in the future. He stated that if that is the case, then perhaps the two cul-de-sacs could be left where they are. He stated that services would have to be extended through the wetland or treed area, but that will be minimal compared to what they are looking at. He reiterated that preserving the last little chunk of woods would be nice and suggested that perhaps it is just a north entrance at this time which will not allow great traffic flow through the rest of the neighborhood, but with a potential future ingress/egress from the south or the west, would allow traffic to move and also hook up future neighborhoods. He stated that the way it is currently designed, there will be segregation between neighborhoods into the future, if and when it were to development.

Chair Dahlke noted that his comments have already been covered by other Commissioners. He stated that one of the main focus items seems to be the traffic plan which will happen prior to Preliminary Plat. He asked for an explanation of who will conduct the traffic study and how that process works.

City Planner Hanson gave an overview of how traffic studies are conducted. She stated that when a developer does a traffic study, it is usually done with their own consultant, but staff works together with the developer to really create the scope of work for it in order to understand the target areas that need to be evaluated. She stated that it is a collaborative process, but is a study that will be initiated and paid for by the developer with a consultant of their choice.

Chair Dahlke noted that the results of the traffic study will be directly used to put together the Preliminary Plat and reminded everyone that tonight's meeting is simply to discuss the concept.

Mr. Lindner asked questions about the traffic study and stated that he had looked through the 2018 traffic study that was done for Sagewood 2 and Hundertmark Road was not included, and the access roads out to 212 were also not included. He stated that he would ask that the study include the entire neighborhood and covers where the traffic will really go and not just the one or two streets that are directly abutting the development.

City Engineer Clark stated that this is a great comment and noted that they have given the same feedback to the developer that they need to draw a bigger box around the area for the study. He stated that they have really given guidance to look at things holistically because the City also needs a level of certainty that they know what the impacts will be.

Motion by Commissioner Urbanski, seconded by Commissioner Sailer, to recommend City Council approval of the Concept Plan for a 107 lot development on 52 acres of land in the orderly

annexation Laketown Township area (Oak Creek), and a 162-unit apartment building on approximately 10 acres of land (Clover Field Apartments), subject to the following conditions, and including the input and comments presented this evening:

1. Approvals shall be based on the following graphic exhibits:
 - a. Concept Plan Narrative – Oak Creek (pgs 1-5), prepared by DR Horton, dated November 24, 2021
 - b. Regional Context Plan – Sagewood 3rd, prepared by Westwood, dated November 8, 2021
 - c. Existing Conditions – Sagewood 3rd, prepared by Westwood, dated November 5, 2021
 - d. Site Forces – Sagewood 3rd, prepared by Westwood, dated November 8, 2021
 - e. Alternative Concept Sketch Plan – Oak Creek, prepared by Westwood, dated November 22, 2021
 - f. Rendered Home Plans (pgs 1-14), prepared by DR Horton
 - g. Narrative – Clover Ridge Apartments (pgs 1-3), prepared by Michael Benson, dated November 3, 2021 and updated December 1, 2021
 - h. Regional Context – Clover Field Apartments, prepared by Westwood, dated November 3, 2021
 - i. Existing Conditions – Clover Field Apartments, prepared by Westwood, dated November 3, 2021
 - j. Site Forces – Clover Field Apartments, prepared by Westwood, dated November 3, 2021
 - k. Site Concept #01 – Clover Field Apartments, prepared by Westwood, dated November 3, 2021
 - l. Site Section A-A – Clover Field Apartments, prepared by Westwood, dated November 3, 2021
 - m. Clover Field Apartments Conceptual Site Plan Review (Architectural) (pgs 1-6), prepared by Jamdal Architects, dated November 3, 2021
2. Adherence with the City Engineer's Memo dated December 8, 2021.
3. Adherence to the City's Boulevard Tree Policy and local street section design.
4. Provision that boulevard trees are placed between the sidewalk and street.
5. Provision that boulevard trees are placed throughout the entire boulevard, including corner lot areas, to meet the Tree Policy.
6. Provision of adequate berming and landscaping along north edge abutting the Twin Cities & Western railway to be addressed at Preliminary submittal.
7. Provision to evaluate the tree preservation efforts in private lots of Oak Creek and to be addressed at preliminary submittal.
8. Provision to preserve 'Heritage Tree' on the southwest corner of the Oak Creek site.
9. Provision of sidewalks on both sides of all local streets.
10. Adherence to the following building setbacks for Oak Creek:
 - a. Front (house): 26 feet
 - b. Rear: 20 feet
 - c. Side: 5 feet
 - d. Side (corner): 26 feet
11. Adherence to the following setbacks for Clover Field Apartments:
 - a. Front: 30 feet
 - b. Rear: 20 feet
 - c. Side: 20 feet
 - d. Side (corner): 20 feet

12. 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 parkland fees.
13. Compliance with the City's anti-monotony and design requirements zoning ordinance (Section 9.28) for Oak Creek.
14. [Preservation of the wooded steep slopes, including 30-foot buffer and a 50-foot setback from that wooded steep slope if present on site.](#)
15. Provision to be setback 30 feet from edge of wetlands.
16. Provision of developer responsibility to remove any hazardous trees or limbs on site as determined by the Public Works Director, prior to issuance of a building permit.
17. [Provision of a storm water management plan meeting City and Carver County WMO standards.](#)
18. Provision of a wetland delineation report to be completed and provided at time of preliminary submittal.
19. Provision that adequate maintenance accesses are provided for the stormwater ponds, and to be shown on the plans at preliminary submittal.
20. Provision that the Oak Creek area in Laketown Township will be annexed into the City of Chaska prior to preliminary submittal.
21. Provision to further explore a pedestrian connection/opening through Sophia Drive's cul de sac and to be addressed at preliminary submittal.
22. Provision of a private amenity detail and location within Oak Creek that does not impact tree preservation and to be included at preliminary submittal.
23. Provision of a traffic study for both Oak Creek and Clover Field Apartments to be completed and submitted at preliminary submittal.
24. Provision of a construction traffic plan for both Oak Creek and Clover Field Apartments to be submitted at preliminary submittal.
25. Provision that all mechanical equipment on or around the Clover Field Apartments will be fully screened from view.
26. Provision that if masonry is used that they are natural stone and/or full face modular brick in order to be considered Class I materials.
27. Provision of landscaping along the outdoor patio on the west side of the Clover Field Apartments and to be shown on the landscape plan at preliminary submittal.
28. Provision that the Clover Field Apartments provide 360 degree architecture and to be addressed at preliminary submittal.
29. Provision that Clover Field Apartments' west façade is articulated to help break up the massing, and to be addressed at preliminary submittal.
30. Provision that further exploration is done with Clover Field Apartments' west façade to help soften and cover up its exposure via landscaping and grading modifications (or other modifications) to the greatest extent possible, and to be addressed at preliminary submittal.
31. Provision that Clover Field Apartments meets zoning section 9.11.4.1.1 for Usable Open Space.
32. Provision that section 9 Special Regulations are complied with.
33. Provision that light poles on the Clover Field Apartments site do not exceed 25 feet in height and comply with zoning section 9.24.

Commissioner Sailer stated that there is a lot to still be determined and planned. He stated that he believes the City will continue to move this plan forward in a way that is best for the community, but there need to be more 'knowns' and to work with the developers to come up with the best solution for the community.

Motion carried unanimously.

Chair Dahlke expressed his appreciation to the developers for the improvements they have made since the last concept plan was presented and encouraged them to continue to work with the neighborhoods and staff to ensure that they come back with a good Preliminary Plan.

Commissioner Olson rejoined the meeting.

C. Recommend Approval of the Concept Plan for Clover Ridge Apartments/AV Development LLC/PC #2021-21

City Planner Hanson presented to the Commission.

Commissioner Sailer asked if there was an idea of where to find more parking stalls.

Ashish Aggarwal, partner with AV Development, 16135 55th Avenue, Plymouth, explained that one of the things they kept in mind with their plans is to preserve as much of the green area as possible because it is such a beautiful site with a lot of wetlands in the back. He stated that many cities have one-to-one parking requirements for one bedroom and 1.5 to 2 requirements for two bedrooms. He stated that they felt that using a calculation of 1.6 was still on the higher side. He stated that he understands the City's two-to-one requirement and if the City really feels that they need more parking, they can work to find more parking, but reiterated that they wanted to preserve as much of the green space and wetlands as possible.

City Planner Hanson stated that they do not want all parking to be installed per code and explained that usually they like to see proof of parking that does meet the code, but does not necessarily need to be installed. She stated that way, if there was additional parking needed in the future there is the ability to do it, and noted that the City also encourages preservation of as much green space as possible, if the parking is not needed.

Commissioner Sailer stated that he can see both sides of this issue and did not, necessarily, want more pavement on the next submittal. He stated that he knows it is a really nice spot in terms of scenery, but from a resident side, he assumes everyone will have vehicles because there is not a ton of mass transit available on that street.

Commissioner Urbanski asked if there had been any thoughts about affordable housing for this project.

Mr. Aggarwal stated that they have not considered affordable housing at all because of the way the cost of construction is going right now. He stated that creating affordable housing units in a

community like this is economically unfeasible. He stated that in his opinion, the best way to solve the housing crisis is to always encourage more housing.

Commissioner Olson stated that there are currently a few short trails that go off into the wetland area and noted that when it gets to the Preliminary stage, it would be good to know what opportunities there are to extend those and get trails into the wetland area. He asked what impact there will be on park amenities that this development and the one on the south will have for the current Jonathan Association park that is just south and east of this development. He stated that he would like to understand what the plans are for the park/recreation areas for both this apartment and the one to the south. He asked what the requirements were for this type of development.

City Planner Hanson stated that it is always good to understand the demographics that the units will be catering to in order to understand what type of amenities would be more suitable for the people living there. She stated that the City will need more information surrounding the demographics that they are suiting this apartment for in order to understand what the amenities should be.

Commissioner Olson asked if this was still in play with Jonathan Association.

City Planner Hanson stated that technically, it is not, because it is north of the train tracks, however, that does not mean there couldn't be a discussion around the issue.

Commissioner Urbanski stated that there are two concept plans in front of the Commission and both require traffic studies and asked if those would be done independently or in conjunction with each other.

Community Development Director Ringwald stated that they will look at the traffic study together.

Mr. Benson, Chaska Investment, explained that they are the fee owner of the land and have been working with the developers on this project. He stated in 2017, he engaged Westwood to update the tree survey and wetland delineation and they also developed the concept within the City's guidance in the 2040 Comprehensive Plan for this high density project. He stated that they engaged Maxfield Research to do a study and analyze the apartment market in Chaska. He stated that the short story is that Chaska can support about 150 units in the next 12-18 months, so there is a definite need and market. He stated that the demographic will specifically be millennials and empty nesters.

Commissioner Olson asked if that study could be shared with staff and the Commission.

Steve Kelzer, 2025 Pioneer Trail, explained that over the years they have been trespassed on a lot especially in Sagewood and Sofia. He stated that with this development, if the Commission is considering making a path close to his property, they do not want people jumping off it and would like to see signage or fencing. He stated that he just wanted to make the Commission aware that have a problem trying to maintain their life out there and are constantly being overrun.

Motion by Commissioner Sailer, seconded by Commissioner Lacey, to recommend to City Council approval of the Clover Ridge Apartment Concept Plan for 120 units on 6 acres of land, subject to the following conditions:

1. Approvals shall be based on the following graphic exhibits:
 - a. Project Narrative (pgs 1-4), prepared by AV Development, LLC, dated November 17, 2021
 - b. ALTA/NSPS Land Title Survey, prepared by Westwood, dated November 7, 2017
 - c. Regional Context, prepared by Westwood, dated October 11, 2021
 - d. Existing Conditions, prepared by Westwood, dated October 11, 2021
 - e. Site Forces, prepared by Westwood, dated October 11, 2021
 - f. Site Concept #02, prepared by Westwood, dated October 13, 2021
 - g. Project Rendering, dated November 24, 2021
2. Adherence with the City Engineer's Memo dated December 8, 2021.
3. Provision that parking is adequately provided for the apartment use (2 parking stalls per dwelling unit), and to be shown on the preliminary plan.
4. Provision of adequate berming and landscaping along south edge abutting the Twin Cities & Western railway to be addressed at Preliminary submittal.
5. Provision of adequate screening and landscaping along east edge abutting Clover Ridge Drive, to be addressed at Preliminary submittal.
6. Adherence to the following setbacks for Clover Field Apartments:
 - a. Front: 30 feet
 - b. Rear: 20 feet
 - c. Side: 20 feet
 - d. Side (corner): 20 feet
7. Provision of 360 degree architecture be used on all facades.
8. Prior to final plat approval, developer shall enter into an agreement with the City for the provision of necessary infrastructure and associated development costs.
9. Provision to be setback 30 feet from edge of wetlands.
10. Provision of a storm water management plan meeting City and Carver County WMO standards.
11. Provision of a wetland delineation report to be completed and provided at time of preliminary submittal.
12. Provision that adequate maintenance accesses are provided for the stormwater ponds, and to be shown on the plans at preliminary submittal.
13. Provision of a construction traffic plan to be coordinated and approved by the City Engineer.
14. Provision that if masonry is used that they are natural stone and/or full face modular brick in order to be considered Class I materials.
15. Provision of a traffic study to be completed and submitted at preliminary submittal.
16. Provision of a construction traffic plan to be submitted at preliminary submittal.
17. Provision that mechanical equipment will be completely screened from view.
18. Provision that zoning section 9.11.4.1.1 for Usable Open Space is met.
19. Provision to further explore a rooftop amenity and to be addressed at preliminary submittal.
20. Provision that section 9 Special Regulations are complied with.
21. Provision that light poles do not exceed 25 feet in height and comply with zoning section 9.24.

Motion carried unanimously.

D. Recommend Approval of the Concept Plan for Chaska Creek Industrial Phase 3/Oppidan/PC #2021-10

City Planner Hanson presented to the Commission.

Commissioner Sailer asked about the plan for Creek Road as you travel south towards downtown and whether it was just going to stop somewhere after the Savannah roundabout.

City Planner Hanson stated that was correct and it would stub off.

Commissioner Sailer asked if the roundabout that was described near the site would initially be a driveway. He asked if the dimensions and specs of that was known yet or if it would come later in the process.

City Planner Hanson stated that the roundabout will be going in, so the City already understands those dimensions and noted that they are also slating right-of-way appropriate for the size of the collector road to extend through. She stated that they will get more details about the size of the driveway in the Preliminary phase.

Commissioner Olson confirmed that the south exit out of the roundabout has been platted as to where it will be located.

Jay Moore, Oppidan Investment Company, stated that this is the third building of an industrial park and noted that they have had a lot of early success with businesses that want to relocate from other communities into Chaska. He stated that they did have a neighborhood meeting and explained that they are going to try to work with the neighborhood and the City to have as little of an impact as possible on the existing homes.

Chair Dahlke stated that he read through the notes from the neighborhood meeting. He asked if there was any negative feedback to the information shared during the meeting.

Robert Panning, 11315 Wetzel Lane, stated that he would like to hear more about the proposed screening and noted that he is located right next to the property. He stated that he would like to address the zoning and explained that he had purchased the property 26 years ago right in the middle of the green belt. He stated that the City's Comprehensive Plan calls it a "permanent land use protection tool". He stated that it is not permanent, because it moved and went from his property to west of his property and now he is zoned Industrial Business Park. He stated that raises many questions about what the future of his property is aside from what is happening next to him. He stated that in the earlier discussion for the other neighborhood, they talked about developing west and how that couldn't happen currently because that would encroach on the green zone and noted that there is nothing 'permanent' about it. He stated that regarding the property being discussed, if it moves to Business, it will have changed 4 times since he purchased his property. He stated that it went from Light Residential, to Medium

Residential, to Educational, and now it is being changed to Business. He stated that now his property is also Business and he would like to know the plan for the neighborhood. He stated that his specific comments for this property have to do with the screening and his concern is that depending on the trees they plant, he may not live long enough for them to do any good. He stated that he feels there will need to be a sizeable berm that blocks the light and sound and understands that to achieve this it may take moving the building a bit. He reiterated that he would like to hear more about sound and lighting abatement. He stated that he would like both to be minimized as much as possible, but moving forward, he would like to know the plan for the neighborhood since his property has been changed to Industrial Business. He stated that this change brings to mind questions like whether he should reside in his home as planned, or if the City will come take his property away in 5 years. He asked why he would make any improvements to his property if he is now zoned Industrial Business and the plan is to put up a building on his property.

City Planner Hanson explained that with the current 2040 Comprehensive Plan, it guides that area to be Business Park and thinks it was part of the southwest plan that they did around 2012 for how it would be long-term. She explained that this is when it changed from green belt to Business Park.

Commissioner Olson asked what that meant to the current residents that live there.

City Planner Hanson stated that when they are ready to develop, then that would be the guidance for those parcels and will be up to the property owners when they are ready for development.

Mr. Panning stated that across from his property is an open field, so even if he is not approached, he questioned whether they could approach that land owner and just put up a building directly in front of his driveway.

City Planner Hanson confirmed that the property is guided that way, for Business Park.

Mr. Panning asked what that would do to his property value and noted that it is a nice neighborhood that has been there a long time with the woods and the creek in the back.

Chair Dahlke stated that all Mr. Panning can go by is that right now he knows what the zoning is.

Commissioner Olson stated that it opens up a larger question that has been touched on with a few of the developments that have come up, regarding the bigger picture. He stated that things have changed over the last 20 years, specifically on the west side of the City relating to the future. He stated that Mr. Panning is stuck in the mix because they are the residents that have been there and things have changed around him and are on an 'island'. He stated that how the Comprehensive Plan has been adjusted opens the door, but noted that it does not mean anyone will actually walk in, but the door is open. He stated that with this particular parcel, somebody has walked in and the City has to address it. He stated that them walking through the door forces the City to really understand what they will do when the next entity walks through the door and he thinks that is important. He stated that the Comprehensive Plan is ever-changing, but when it comes to development, the City needs to talk about the here and now and what is reality. He stated that he agrees that there needs to be more understanding of what is to come and how it

will be handled from a planning side for the rest of the area. He stated that the people in the neighborhood will be drastically impacted as things change around them and noted that berming and trees will not always be the answer. He suggested that the City really take a look at all the impacts with this plan because it is not just filling the space and adding to the tax base but is about the impact to those people that are living around it.

Commissioner Sailer stated that this is the first step of many and the next is with an elected body, the City Council. He suggested that Mr. Panning reach out to his City Council representatives with his concerns to ensure he has a voice at that meeting. He stated that the Commission will try to appease everybody on the development and the residential side, as much as possible, but for some things, their hands are a bit tied because they cannot just dictate and make certain things happen.

Mr. Panning stated that this is a body that makes recommendations to the Council and asked what their recommendation will be in this situation.

Commissioner Sailer stated that for concept plans, if things are within legal rights, the Planning Commission kind of has to move forward with a recommendation for approval because that land owner has the right to sell.

Mr. Panning stated that he does not hold out hope that six homeowners are going to be able to change this trajectory and reiterated that there appears to be no real plan in place. He stated that he feels like he is just wasting his breath.

Commissioner Urbanski assured Mr. Panning that he was not wasting his breath because the developers are sitting behind him listening, and the Commission was in front of him listening. He stated that as Commissioner Sailer stated, the Commission is a bit handcuffed in what they are able to do because they have to follow what is laid out by the law, however, everyone is paying attention to what Mr. Panning is saying.

Chair Dahlke explained that the developer has to follow the law and the City Codes and work with staff and the City Council to get a Preliminary and a Final Plan approved.

Mr. Panning stated that his bigger question is not even about just this property, but the properties to the north and south of him.

Commissioner Sailer stated that question is tough to answer because the Commission is not in the business of going out and buying and developing property and depends on what the land owners decide to do with it. He reiterated that the Comprehensive Plan guides what it can be and in Mr. Panning's unique situation, his property has had the guidance changed over the last 20-30 years from when he purchased it.

Commissioner Urbanski noted that Highway 212 was a good thing for a lot of people and not such a good thing for others.

Mr. Panning stated that they knew 212 was there when they bought the property and explained that they could only go by what the plan that was in place at that time, where Chaska Township was going to be annexed, but reiterated that this zoning was not in those plans.

Chair Dahlke stated that it is just the difference between the 2020 Comprehensive Plan to the 2040 Comprehensive Plan. He recommended that Mr. Panning be involved and keep a close eye on what happens between now and the Preliminary Plan, talk to his City Council representative to ensure they know how he feels, and share specific requests that he would like to see at that phase with regard to things like lighting and berms.

Community Development Director Ringwald stated that he agrees with the sentiment that these discussions need to continue.

Christy Haasken-Schuler, 9478 County Road 43, asked about the City's plan for the Creek Road and future utilities where the roundabout is located to Wetzel Road.

Commissioner Sailer stated that as he understands it, there is a roundabout going in adjacent to the property being discussed and Creek Road will continue on to the southeast, go underneath 212 and eventually meet up with Savannah which is on the southwest side of 212.

Ms. Haasken-Schuler explained that she was wondering what would happen in between the Creek Road between the two buildings from the roundabout west to Wetzel Road. She stated that she would also like to know the plan for this section and future development along Creek Road towards County Road 10.

Commissioner Olson stated that Creek Road is a thin two-lane road and now there will be two industrial buildings accessing it. He asked if the plans were to widen the road.

Community Development Director Ringwald explained that it will need to be rebuilt in that section.

Ms. Haasken-Schuler asked if the developer would be responsible for that.

Community Development Director Ringwald stated that the two developments in the City will be working on that stretch of road.

Ms. Haasken-Schuler asked if that included bringing public utilities to Wetzel Road.

Community Development Director Ringwald stated that was not part of the plan at this time. He stated that the City needs to understand what is happening out there because there are multiple ways to bring infrastructure to the area before and solid commitments are made on where the sewer will be put.

Ms. Haasken-Schuler asked that the City plan ahead so it does not just fall into the hands of a few property owners when this building is benefitting from a large access point.

Community Development Director Ringwald noted that the City just needs to know how big of a pipe to bring to the area and needs to make sure they do not overbuild their infrastructure.

Ms. Haasken-Schuler asked how discussion works with the property owners going along Creek Road to County Road 10. She reiterated that she hopes the City will plan for the future so that

the infrastructure is, in a sense, easier to be accessed rather than re-busting up the roads or having large assessments for the property owners.

Community Development Director Ringwald explained that this is only one of the options for getting sewer in the area for Creek Road and shared examples of other ways to get sewer in the area.

Mr. Panning stated that his understanding is that for the medical building that went in, the infrastructure when north of Clover Ridge and these buildings essentially have no infrastructure and just has a pipe in the ground that acts as a holding tank and the City will pump it out.

Community Development Director Ringwald noted that this is only the short-term plan and explained that the City has a contract to build up Creek Road with the sewer and will be there at the time the demand is there.

Ms. Haasken-Schuler asked what the plan is from the roundabout to Wetzel Road because she is still confused about that.

Community Development Director Ringwald reiterated that there are multiple ways to get the sewer to the west.

Mr. Panning stated that he understands that lots of property owners would love for there to be sewer out there, but noted that he has no need for sewer and does not want to be assessed for it because it does not help him in any way. He stated that it goes back to his question about what the plan is.

Ms. Haasken-Schuler explained that this is where she is looking at a lot of the developers because for the buildings being put in, she feels a lot of that infrastructure should be done at their expense because they are the ones who are benefitting from it.

Community Development Director Ringwald stated that it is a good conversation to have with City Engineer Clark about those exact details because at this point, with a concept plan, they are not yet there.

City Engineer Clark stated that he welcomes having a conversation between planning and engineering because sewer is available and it is just a question of the timing on making sure it is available and the cost.

Mr. Panning asked about the plan for the intersection of Creek Road and Engler.

City Engineer Clark stated that the long-term plan with the County is that the access will be somewhat restricted in the future which is essentially why Creek Road, the roundabout and the upgrades need to be more self-serving. He stated that in the future it may be more of a $\frac{3}{4}$ type access that would still remain open but because of safety and the intersection spacing the access would become more closed off.

Mr. Panning noted that it is currently a dangerous intersection and with a business park going in and more traffic, it will only get worse.

City Engineer Clark stated that is part of the study and they worked very hard to look at the zoning that is there to make sure the roundabout was sized appropriately for the traffic demand but was not overbuilt.

Motion by Commissioner Olson, seconded by Commission Urbanski, to recommend to City Council approval of the Concept Plan for Chaska Creek Industrial Phase 3, subject to the following conditions:

1. Approvals shall be based on the following graphic exhibits:
 - a. Project Narrative (pgs 1-2)
 - b. Chaska III (Existing Conditions Plan) Concept Plan, prepared by Sambatek, dated November 1, 2021
 - c. Site Influences (pgs 1-2), prepared by Sambatek, dated November 1, 2021
 - d. Chaska III (Lot 1) Concept Plan (pgs 1-2), prepared by Sambatek, dated November 1, 2021
 - e. City Submittal – Conceptual 3D Images, prepared by Mohagen Hansen, dated November 1, 2021
 - f. City Submittal – Exterior Materials, prepared by Mohagen Hansen, dated November 1, 2021
 - g. City Submittal – Diamond Metal Panel, prepared by Mohagen Hansen, dated November 1, 2021
2. Adherence with the City Engineer's Memo dated December 8, 2021.
3. [For businesses sharing the same façade, the same or a similar method of signing must be used for all parties desiring to place a sign on the façade.](#)
4. Provision of all proposed signs to meet Section 10 of the Zoning Ordinance.
5. Provision that wall signs cannot be internally illuminated on the west and south facades.
6. Mechanical equipment for each building to be fully screened from view and to meet Section 9.11.6 of the zoning ordinance.
7. Prior to final plat approval, developer shall enter into an agreement with the City for the provision of necessary infrastructure and associated development costs.
8. Compliance with applicable zoning requirements, in particular Chapter 9 (General Requirements).
9. Provision that all wall mount lighting be mounted no higher than 18 feet.
10. Provision that walls mounts cannot be located on the south and west facades.
11. Provision that all pole lights will be no higher than 25 feet.
12. Provision of a parking plan that meets zoning and to show 1 parking stall per 350 square feet of warehouse space, to be submitted at preliminary submittal.
13. Provision of a storm water management plan meeting City, Carver County WMO and any other applicable agency standards.
14. Utility connections to each lot to adhere to City standards and be approved by the City Engineer.
15. Adherence to the City's Boulevard Tree Policy and local street section design, with the inclusion of boulevard trees on the sides of Creek Road and Chaska Creek Boulevard to be addressed at preliminary submittal.

16. Provision of sidewalks on both sides of all local streets.
17. Provision of a 10 foot City trail on the west side of Chaska Creek Boulevard.
18. Provision of a 60 feet Right of Way width for all local streets.
19. Provision of a truck turning exhibit to be submitted at preliminary submittal.
20. Provision of adequate berming and screening to be achieved on the west and southwest edges of the site, and to be addressed at preliminary submittal.
21. Provision of a cross section exhibit showing the screening methods between the parking and loading dock area to the adjacent Wetzel Lane residents, and to be submitted at preliminary submittal.

Motion carried unanimously.

Chair Dahlke recessed the meeting at 10:00 p.m. and reconvened at 10:03 p.m.

- E. Recommend Approval of the Concept Plan for West Creek Apartments/Community Asset Development Group/PC #2021-11

City Planner Hanson presented the item to the Commission.

Chair Dahlke asked who the on-staff person works will be employed by.

Dave Pokorney, Community Asset Development Group, gave an overview of the structure of how things will work. He stated that it is owned by the non-profit and they have an agreement with the CAP Agency to be the site property manager and noted that they manage two similar facilities in the Twin Cities area. He stated that they will also contract with Launch Ministry to provide the on-site case management support and there will be someone on site 24/7. He stated that there will be one person who lives on site and handles the overnights and weekends, but they do not yet know who that person will work for. He stated that the building will be about a \$4 million building and there is another \$3 million that has to be in place before they can start in order to cover operating losses through thirty years because people living in the units will not be paying enough rent to support the debt or operations and staffing.

Commissioner Olson asked what the ideal turnaround time would be from somebody entering to finding them some sort of permanent arrangement.

Mr. Pokorney stated that they cannot put a condition on that, but shared experiences from similar projects in the Twin Cities. He stated that the one in Edina has 36 units and one in Eagan has 24 units, the average turnaround time for people in those projects is about 20 months. He noted that they have raised \$180,000 locally from 18 different businesses and individuals to sponsor the units and if people need it, the units will be furnished. He explained that when they leave, they can take everything with them in order to move on in a more traditional place. He stated that these plans have changed from two buildings down to just one building and gave an overview of the reasons and advantages of making that change. He stated that they are hoping to have final approval from the City by the end of March 2022, break ground by August of 2022, and open in the spring/summer of 2023.

Commissioner Sailer stated that he feels this current plan is a very nice plan and feels it is the best one the Commission has seen. He noted that he really appreciates that there will be on-site staff. He stated that it is a really good looking building and while it is unfortunate that there will be homeless people, he thinks they will be proud to live in this building.

Chair Dahlke stated that he also thinks it is important that this happen in the City so they can show leadership in this area to the rest of the County.

Commissioner Olson asked about the parking and if they will need to show the potential where parking could go at the Preliminary stage.

City Planner Hanson stated that if the Commission feels strongly about this issue it can be required as a condition of approval that they have a proof of parking plan. She stated that when this gets to the Preliminary stage, there will be a rezoning that will restrict the use of the property and the parking, specific to this use.

Mr. Pokorney stated that they have discussed this issue at a staff level and reminded the Commission that every unit will be an efficiency unit, so even if they became market rate apartments, those individuals would still only have one car per unit. He noted that it will be part of their lease that they will manage who has cars. He gave a brief overview of their financing and noted that they have a 30 year mortgage with 0% and no principle payments for the first 30 years. If, after that time they agree to keep it as affordable, they will also waive the principle. He stated that means there is certainty that it will stay with this use for 30 years and a high probability that it will be permanently this type of use.

City Planner Hanson noted that there is someone on-line that would like to address the Commission.

Doreen Bower explained that she lives one block from this site and is concerned about a patio being in front of the building because adults like to gather together which means it will get loud. She stated that she would prefer that type of space go on the back of the building.

Chair Dahlke stated that staff and the developer have listened to her concerns. He explained that this project is still just at the concept level and her concerns will be taken into account during the next step of the process.

Commissioner Urbanski stated that he thinks this is a great project and hopes that there comes a point when this type of project is not needed anymore. He stated that he thinks it will be beautiful to have this in Chaska.

Motion by Commissioner Lacey, seconded by Commissioner Urbanski, to recommend approval of the Concept Plan for West Creek Apartments, subject to the following conditions:

1. Approvals shall be based on the following concept exhibits:
 - a. Existing Conditions Hickory Addition, prepared by Sathre Bergquist, Inc., dated January 12, 2021
 - b. Tree Survey, prepared by Sathre Bergquist, Inc., dated April 23, 2021

- c. Site Plan, prepared by Sathre Bergquist, Inc., dated November 17, 2021
 - d. Utility Plan, prepared by Sathre Bergquist, Inc., dated November 17, 2021
 - e. Grading Plan, prepared by Sathre Bergquist, Inc., dated November 17, 2021
 - f. Basin Plan, prepared by Sathre Bergquist, Inc., dated November 17, 2021
 - g. Erosion Control and Topsoil, prepared by Sathre Bergquist, Inc., dated November 17, 2021
 - h. City Detail Plates (pgs 1-3), prepared by Sathre Bergquist, Inc., dated May 19, 2021
 - i. Tree Inventory Plan, prepared by 292 Design, dated November 2, 2021
 - j. Landscape Plan, prepared by 292 Design, dated November 2, 2021
 - k. Patio Enlargement, prepared by 292 Design, dated November 2, 2021
 - l. Landscape Details, prepared by 292 Design, dated November 2, 2021
 - m. Photometric Site Plan, prepared by 292 Design, dated November 12, 2021
2. Adherence to the City Engineers Memo dated December 8, 2021.
 3. Compliance with section 9.11 Building Design/Materials in Multi-Family Residential.
 4. Provision that modular face brick is used.
 5. Provision to provide usable open space that meets zoning section 9.11.4.1.1A and to be submitted at preliminary.
 6. Provision of a sidewalk on the west side of Hickory Street and safe pedestrian connection between the east and west sides of Hickory Street at the Chaska Blvd and Hickory St intersection, and to be shown at preliminary.
 7. Parking on Hickory Street between Chaska Blvd and 4th Street will be prohibited.
 8. Coordination with the City Engineer for the provision of public utilities to the site.
 9. Provision of two fire hydrants on site to be in locations determined by the fire department, and to be shown on the preliminary plans.
 10. Compliance with applicable zoning requirements, in particular Chapter 9 (General Requirements).
 11. Provision of a storm water management plan meeting City and Carver County WMO standards.

Motion carried unanimously.

8. Receive Other Meeting Minutes

- A. Receive the October 4, 2021 Draft EDA Meeting Minutes
- B. Receive the November 1, 2021 and Draft November 15, 2021 City Council Meeting Minutes

9. Other Business

Commissioner Lacey

- Commended City Planner Hanson for doing such a great job outlining the concepts of the various plans and noted that it shows that she has a real depth of knowledge about the subjects.

10. Adjourn

Motion by Commissioner Sailer, second by Commissioner Olson, to adjourn the meeting at 10:41 pm.

Motion carried.

REQUEST FOR ACTION

CHASKA PARKS AND RECREATION COMMISSION

02/08/2022

**Subject: Recommend Consultant for the Community Center Master Plan
Architectural Services**

Prepared By: Marshall Grange, Parks and Recreation Director

Background:

On December 6, 2021, Parks and Recreation Director, Marshall Grange, presented a plan to City Council to develop a master plan for the Chaska Community Center. City Council passed a motion approving staff to solicit a request for proposals for architectural services.

On December 7, 2021, the RFP was sent directly to eleven architectural firms and made available on the City's website.

On December 16 and 20, 2021, staff conducted pre-proposal meetings for architects to attend to learn more about the project, take a tour of the facility, and ask questions to help them prepare their proposal. These were in-person meetings, and a third zoom meeting was held on December 20.

On January 10, 2022, proposals were due at 12:00 p.m. Proposals were received from HGA and Perkins&Will.

On January 27, 2022, staff interviewed HGA

On January 31, 2022, staff interviewed Perkins&Will

Staff recommendation:

Staff recommends the City enter into a Service Agreement with Perkins&Will for architectural services.

PARK BOARD ACTION REQUESTED

Recommend to City Council to authorize staff to enter into a Service Agreement with Perkins and Will.





Ramsey County Public Library | Maplewood, Minnesota
Cover photo: American Swedish Institute | Minneapolis, Minnesota

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January 10, 2022

Mr. Marshall Grange, Director of Parks and Recreation
Chaska Park and Recreation Department
1661 Park Ridge Drive
Chaska, Minnesota 55318

Re: Architectural Services Proposal Prepared for the Chaska Community Center and Campus Master Plan

Dear Mr. Grange and Members of the Selection Committee:

Our team is excited by the prospect of working with the City of Chaska Park and Recreation Department staff and community to develop a master plan that will drive long-range decision making, and create a clear vision for the future of the facility. We recognize the special challenges in the complexity of the existing building and site, and see enormous potential for positive community impact that begins with a smart, comprehensive master planning process. We find that understanding project vision and identifying success criteria up-front is critical to successful outcomes. By utilizing a transparent and well-defined process, our team will build consensus among stakeholders and help you identify a clear path forward.

Our team is committed and available to this important project and offers the following differentiating attributes:

FULL-SERVICE MULTI-DISCIPLINARY INTEGRATED APPROACH: By utilizing our in-house engineering, planners, and architects we leverage the efficiency of an integrated, seamless team. Our inclusive, integrated approach engages stakeholders and empowers informed decisions earlier in the process. We will draw on the deep bench and robust resources of our multi-disciplinary firm, keeping your project on schedule, within budget, and focused on implementation.

EXPERIENCE POSITIONING CLIENTS FOR THE FUTURE: A strategic master plan provides strong solutions with built-in flexibility for the future. Our team brings extensive experience helping our clients position themselves for success for years to come. We are familiar with the current and future trends through experience with our clients as well as involvement in organizations like the Minnesota and National Recreation and Park Associations. Enduring impact comes from comprehensive solutions that consider the strategic operational and business needs of the Chaska Community Center.

EQUITABLE & INCLUSIVE COMMUNITY ENGAGEMENT PROCESS: HGA understands the important relationship between the Chaska Community Center and its community. Our in-house community engagement specialist is committed to a process that is focused on listening to people, asking questions to understand community and stakeholder perspectives, and building consensus. We will engage with staff, individuals who currently use the community center, elected and appointed officials, and the broader community. Our intent is to reach people whose voices are typically underrepresented in the public process including communities of color, senior citizens, people with disabilities, youth, and people with low income.

Our team is committed to the successful completion of your comprehensive master plan. Nancy Blankfard, who brings more than 25 years of relevant planning, community and recreation experience, will be your key contact. We are available and proud to bring our personal dedication and quick, responsive service to your project. Thank you for your consideration.

Sincerely,

Nancy Blankfard, FAIA, LEED AP BD+C
Principal / Primary Contact | 612.758.4390 | nblankfard@hga.com

WHY OUR TEAM

We bring together optimal programming opportunities with award-winning community and recreation architecture.

We understand the complex nature of community engagement and can facilitate a dynamic, collaborative process.

We are familiar with the trends, needs and future of recreation through participation in MRPA and NRPA.

We are a multidisciplinary team with a deep bench of expertise in architecture, engineering, cost estimating, and sustainability.

We are committed to creating meaningful places for community health and well-being.



FIRM OVERVIEW

Established in Minneapolis in 1953, HGA is a nationally recognized, multi-disciplinary firm built on the belief that enduring, impactful design results from the inspired application of original insight into the human condition. The drive for deep understanding shapes the way we collaborate with each client and deploy the diverse resources within our firm. It's how we deliver unexpected solutions that bring added value.

COMMUNITY EXPERTISE

Our Parks & Recreation studio is comprised of individuals who are passionate about community work, and whose expertise is centered on design of innovative public facilities. We are adept at working with multiple stakeholders and are excellent stewards of public funds, collaborating with our clients and builders to produce value. Our breadth and depth of expertise gives us a unique perspective and creates a collective insight that results in meaningful solutions.

We are dedicated to the concept that each building is a unique expression of its context and community. We focus on how individuals relate to their environment and how spaces connect people to each other—creating healthy places that bring neighborhoods to life with amenities, recreation, and more. We also understand that buildings must be designed with the long view in mind—able to embrace historic forms but flexible enough to encourage and support what's next. For more than six decades, we have been entrusted to work on some of the most important landmarks in our clients' communities—revitalizing, restoring, expanding, and designing memorable spaces that become beloved icons.

PLANNING FOR THE FUTURE

A well-designed master plan brings together a set of principles and goals into a unified solution that is strong and flexible, meeting current needs while envisioning the future. We recognize the significant opportunity to create lasting impact for people, organizations and communities. Our goal is to enable our clients to be proactive, instead of reactive, in the long term. Enduring impact comes from comprehensive, high-value planning solutions that serve the strategic, operational and business needs of our clients.

TEAM COLLABORATION

The success of our integrated approach hinges on the right combination of talent and character. Our team aspires to a work ethic that is genuinely collaborative—it is our job to lead the process with expertise rather than personality; to facilitate rather than dominate; to balance artistry with utility; and to listen carefully, asking the right questions of the right people at the right time.

SUBCONSULTANTS

PROS CONSULTING | OPERATIONAL ANALYSIS

PROS Consulting is a small firm with a big presence in the field of management consulting for parks and recreation public entities and non-profit organizations. With a small team of professional and experienced consultants, PROS is agile to the evolving dynamics of the social, economic, and political environments their clients operate in. Since its founding in 1995, PROS has completed more than 1,000 projects across the United States and numerous projects internationally.

B32 ENGINEERING GROUP | ICE SYSTEM ASSESSMENT

B32 Engineering Group specializes in the planning, consultation, design, and construction administration of the ice system for ice arena facilities. A nationally recognized leader in the ice rink industry, B32 has completed over 250 very successful ice rink projects ranging from community based facilities, outdoor skating surfaces, curling facilities, Division 1 College facilities to NHL facilities.

US AQUATICS | AQUATIC SYSTEM ASSESSMENT

USAquatics is a prominent aquatics consulting, design and engineering firm. Established in 1991, USAquatics gives pool owners and operators an independent source of information and design resources which have the owner's best interest in mind. USAquatics has over 100 years of combined experience in the industry that is utilized in every consultation and design project. As of 2018 their portfolio represents over \$850 million in aquatic projects.

DESIGN TEAM ORGANIZATION



City of Chaska

HGA DESIGN TEAM

GLENN WAGUESPACK
CAMPUS PLANNER / PROGRAMMER

NANCY BLANKFARD
PRINCIPAL / PROJECT MANAGER

ADA MESTAD
COMMUNITY ENGAGEMENT SPECIALIST

BRIT ERENLER
LANDSCAPE ARCHITECT

ANDREW HOLMGREN
PROJECT COORDINATOR

KEVIN KAUFMAN
MECHANICAL ENGINEER

ZACHARY POYNTER
ELECTRICAL ENGINEER

SARAH JORCZAK
STRUCTURAL ENGINEER

ERIK HANSEN
CIVIL ENGINEER / VEHICLE CIRCULATION

JOE TARLIZZO
COST ESTIMATOR

SUBCONSULTANTS

SCOTT WARD
ICE SYSTEM ASSESSMENT
B32 ENGINEERING GROUP

LEON YOUNGER
OPERATIONAL ANALYSIS & FUNDING SOURCES
PROS CONSULTING

THOMAS SCHAFER
AQUATIC SYSTEM ASSESSMENT
USAQUATICS

FULL-SERVICE, DEDICATED TEAM

As a full-service design firm, HGA's staff includes architects, planners, engineers, and specialists who have worked together on many projects. Principal-in-charge and project manager Nancy Blankfard will lead the planning effort for the City of Chaska Community Center, collaborating with our consultants, and pulling in additional resources as needed to execute the project successfully.

We have assembled a team who will be dedicated to the Chaska Community Center Master Plan project throughout its duration. This team brings extensive experience in the planning, design, and construction of buildings for parks and recreation clients, the community engagement expertise that will be a key driver for this project, and proven subconsultants with required expertise.



NANCY
BLANKFARD
FAIA, LEED AP BD+C

PRINCIPAL / PROJECT MANAGER | HGA

Recognized for her expertise and commitment to design excellence, Nancy is a skillful collaborator, adept at instilling a sense of place in her designs. With over 25 years of experience on cultural and community projects, her work engages users in novel ways and inspires healthy, vibrant communities. Nancy expertly synthesizes the mission and goals of her clients, helping to successfully reposition organizations for the 21st century via innovative, sustainable strategies and bold designs.



GLENN
WAGUESPACK
AIA

CAMPUS PLANNER / PROGRAMMER | HGA

Glenn creatively synthesizes client goals and stakeholder needs to develop a shared and meaningful vision for each project. With an open and inclusive design process backed by a strong technical aptitude, he works to enable a successful project that exceeds expectations. For over 20 years, Glenn has designed public-sector and community projects that uncover surprising opportunities within their constraints, resulting in award winning, impactful architecture.



ADA
MESTAD

COMMUNITY ENGAGEMENT SPECIALIST | HGA

As a social science researcher, Ada will guide the team from a research point of view, including defining and measuring impact and points of engagement for community and key stakeholders. Her experience working with stakeholders through both social and scientific approaches will enable translation of human experiences into spaces that establish a sense of place within and around the built environment, that inspire enhanced connectivity and purposeful experiences.

SELECTED EXPERIENCE

City of Maple Grove
Community Center Master Plan | Maple Grove, Minnesota

City of Plymouth
Plymouth Creek Center Expansion | Plymouth, Minnesota

City of Golden Valley
Brookview Community Center | Golden Valley, Minnesota

City of St. Louis Park
Westwood Hills Nature Center | St. Louis Park, Minnesota

City of Eden Prairie
Community Center Aquatic Addition | Eden Prairie, Minnesota

EDUCATION / LICENSURE / YEARS WITH FIRM

Master of Architecture Tulane University
Registered Architect Minnesota
24 years with HGA

SELECTED EXPERIENCE

City of Maple Grove
Community Center Master Plan | Maple Grove, Minnesota

City of Plymouth
Plymouth Creek Center Expansion | Plymouth, Minnesota

City of Golden Valley
Brookview Community Center | Golden Valley, Minnesota

City of St. Louis Park
Westwood Hills Nature Center | St. Louis Park, Minnesota

City of Eden Prairie
Community Center Aquatic Addition | Eden Prairie, Minnesota

EDUCATION / LICENSURE / YEARS WITH FIRM

Master of Architecture Southern California Inst. of Architecture
Registered Architect Minnesota
8 years with HGA

SELECTED EXPERIENCE

City of Rochester
Cultural and Community Asset Design | Rochester, Minnesota

Saint Paul Public Library
Facilities Master Plan | St. Paul, Minnesota

Macalester College
Wallace Library Community Engagement and Experience Design
St. Paul, Minnesota

Destination Medical Center Urban Master Plan
Director of Community Engagement | Rochester, Minnesota

EDUCATION / LICENSURE / YEARS WITH FIRM

Dual Master of Arts, Anthropology (Design) and Organizational Leadership/Museum Studies
George Washington University
3.5 years with HGA



Master of Architecture
University of California,
Los Angeles

ANDREW HOLMGREN, NCARB, LEED AP

PROJECT COORDINATOR | 10 YEARS WITH HGA | REGISTERED ARCHITECT: MN

Andrew has worked on a wide range of projects, bringing his skills to each client and focusing on their needs and opportunities. He brings a strong sense of design and development in the early part of projects and carries that through to technical development of the project.

- Carver County Lake Waconia Regional Park Waterfront Service Center | Waconia, Minnesota
- City of St. Louis Park Westwood Hills Nature Center | St. Louis Park, Minnesota
- Dakota County Whitetail Woods Regional Park | Farmington, Minnesota



Master of Landscape
Architecture
University of Minnesota

BRIT ERENLER, ASSOC. ASLA

LANDSCAPE DESIGNER | 4 YEARS WITH HGA | REGISTERED LANDSCAPE ARCHITECT: MN

Brit thrives working in an interdisciplinary environment and is committed to a collaborative design process. As a landscape designer, her process is deeply rooted in the understanding of context of place, the client, and advancing the unique qualities to inform a truly distinctive design.

- City of Plymouth Plymouth Creek Center Expansion | Plymouth, Minnesota
- City of St. Louis Park Westwood Hills Nature Center | St. Louis Park, Minnesota
- Minneapolis Parks and Recreation Ft. Snelling Outdoor Skills/Adventure Ctr | St. Paul, Minnesota



Master of Architectural
Engineering
The Pennsylvania State
University

KEVIN KAUFMAN, PE

MECHANICAL ENGINEER | 11 YEARS WITH HGA | LICENSED MECHANICAL ENGINEER: MN

A proficient and technically skilled energy modeler, Kevin clearly assesses costs and benefits of a building's mechanical systems and how to integrate modifications into the design solution. He is analytical, collaborative and follows and team approach to problem solving.

- Dakota County Heritage Library and License Center Renovation | Lakeville, Minnesota
- Washington County Ravine Regional Park Lower Landing Facility | Washington County, MN
- Wolf Ridge Environmental Learning Center Finland, Minnesota



Bach. of Applied Mngmt
Assoc. of Applied Science
Electrical Design &
Construction Mngmt
Dunwoody College of Tech

ZACHARY POYNTER LEED AP

ELECTRICAL DESIGNER | 10 YEARS WITH HGA

Brit thrives working in an interdisciplinary environment and is committed to a collaborative design process. As a landscape designer, her process is deeply rooted in the understanding of context of place, the client, and advancing the unique qualities to inform a truly distinctive design.

- City of Plymouth Plymouth Creek Center Expansion | Plymouth, Minnesota
- City of St. Louis Park Westwood Hills Nature Center | St. Louis Park, Minnesota
- Wolf Ridge Environmental Learning Center Finland, Minnesota



Bachelor of Science
Civil Engineering
Purdue University

SARAH JORCZAK, PE, LEED AP BD+C

STRUCTURAL ENGINEER | 22 YEARS WITH HGA | LICENSED STRUCTURAL ENGINEER: MN

Sarah has nearly 20 years of structural analysis experience on a variety of construction types. Her experience and knowledge base will be useful during planning to quickly identify viable structural system options.

- Cedar Rapids Ice Arena | Cedar Rapids Iowa
- Dakota County Whitetail Woods Regional Park | Farmington, Minnesota
- Wolf Ridge Environmental Learning Center Finland, Minnesota



Bachelor of Civil
Engineering
University of Minnesota

ERIK HANSEN, PE, LEED AP

CIVIL ENGINEER / VEHICLE CIRCULATION | 21 YEARS WITH HGA | LICENSED CIVIL ENGINEER: MN, WI

Brit thrives working in an interdisciplinary environment and is committed to a collaborative design process. As a landscape designer, her process is deeply rooted in the understanding of context of place, the client, and advancing the unique qualities to inform a truly distinctive design.

- City of Maple Grove Community Center Master Plan | Maple Grove, Minnesota
- City of Plymouth Plymouth Creek Center Expansion | Plymouth, Minnesota
- City of Golden Valley Brookview Community Center | Golden Valley, Minnesota



Bachelor of Science,
Const. Engineering
North Dakota State
University

JOE TARLIZZO, LEED AP BD+C

COST ESTIMATOR | 22 YEARS WITH HGA | CERTIFIED PROFESSIONAL CONSTRUCTOR

Joe is adept in design pre-construction services and conceptual estimating and uses many resources including HGA's arts building database and national and regional market information. He will use this expertise and the latest construction methods to accurately assess all related costs.

- City of Maple Grove Community Center Master Plan | Maple Grove, Minnesota
- City of Plymouth Plymouth Creek Center Expansion | Plymouth, Minnesota
- City of Golden Valley Brookview Community Center | Golden Valley, Minnesota



Master of Public
Administration
University of Kansas

LEON YOUNGER, CPRP

OPERATIONAL ANALYSIS & FUNDING SOURCES | FOUNDER PROS CONSULTING—40+ YEARS OF EXPERIENCE

With more than 40 years of experience in parks, recreation, and leisure services, Leon is a recognized leader in applying innovative approaches to managing parks and recreation organizations and synthesizing community & stakeholder input into a strategic plan.

- City of Maple Grove Community Center Master Plan | Minnesota (with HGA)
- City of Merriam Parks & Recreation Facilities Feasibility Study/Master Plan | Kansas
- Estes Valley Recreation & Park District Community Recreation Center Feasibility Study | Colorado



M.S. Mech. Engineering
B. Civil Engineering
University of Minnesota

SCOTT WARD, PE

ICE SYSTEM ASSESSMENT | FOUNDER B32—24 YEARS OF EXPERIENCE | LICENSED ENGINEER: MN +31 STATES

Scott's education and 24 years of ice rink indistry experience uniquely qualifies him for the specialized design requirements of ice systems including fluid hydraulics, pumping and piping systems, heat transfer, refrigeration, thermodynamics, structures and materials.

- City of Andover Community Center Ice System | Andover, Minnesota
- Centene Community Ice Center | Maryland Heights, Missouri
- Brooklyn Park Community Activity Center Ice System Replacement | Brooklyn Park, Minnesota



Bachelor of Science
Architecture
North Dakota State
University

THOMAS SCHAFFER, CERTIFIED POOL OPERATOR

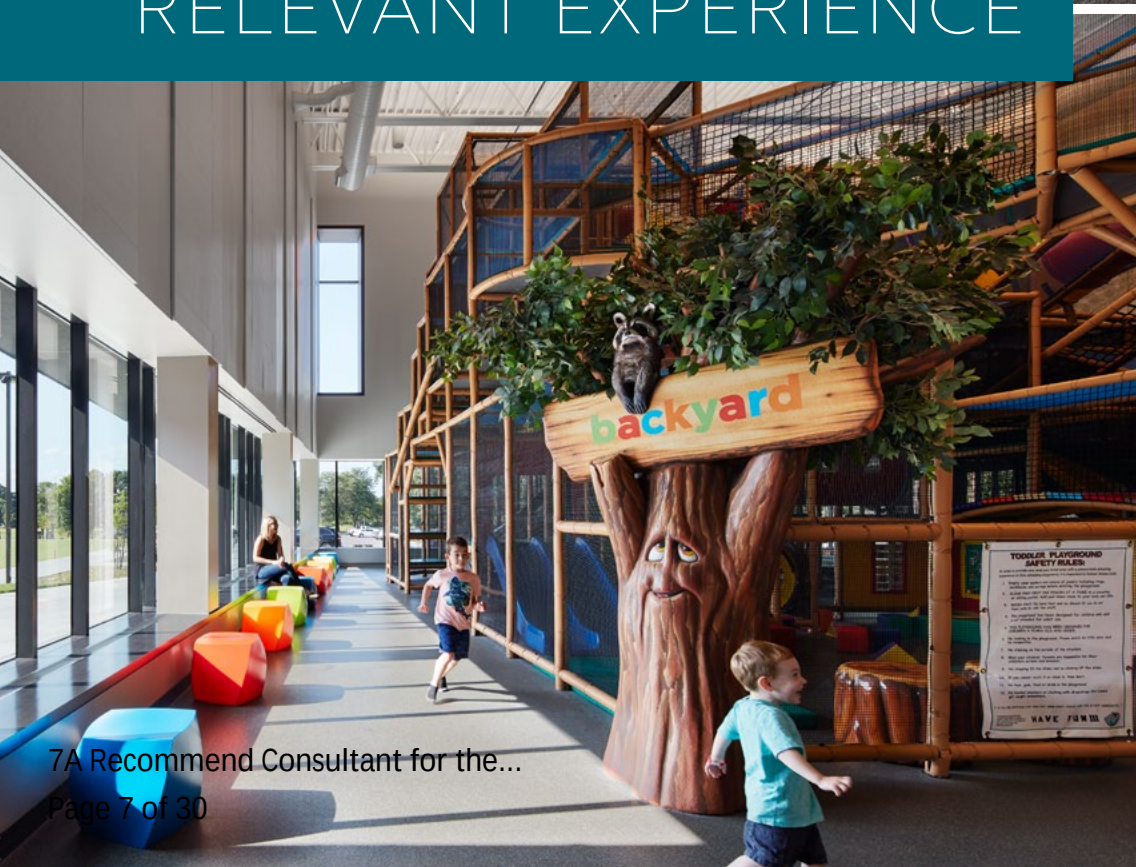
AQUATIC SYSTEM ASSESSMENT | 30 YEARS WITH USAQUATICS (OWNER AND FOUNDER)

Thomas's experience includes construction operation and consulting for a wide range of aquatic facilities. He is a strong advocate for close owner-client relationships and proper training of operators. Tom holds a member of the National Swimming Pool Institute.

- City of St. Louis Park Community Center Feasibility Study & Expan. | St. Louis Park, MN (with HGA)
- YMCA of the North Dayton YMCA at Gaviidae | Minneapolis, Minnesota (with HGA)
- V3 Sports Sports Performance/Triathlon Training Concept Design | Minneapolis, MN (with HGA)



RELEVANT EXPERIENCE



THE EXPERTISE YOUR PROJECT NEEDS

With over 60 years of experience planning and designing places for communities to gather and connect, we are adept at working with multiple stakeholders and are excellent stewards of public funds. Our expertise coupled with the deep understanding we develop about each unique client allows us to plan and design community centers that balance community heritage, demographics, and wellness with purposeful, beautiful design.

The following pages showcase three projects that are relevant to the Chaska Community Center Campus Master Plan project and represent a portion of our team's deep portfolio in community buildings, community engagement processes, and sustainable design. Like the Chaska project, these works required a compelling vision, an engaging process, and inspiring imagery to support successful fundraising.

CITY OF MAPLE GROVE

MAPLE GROVE COMMUNITY CENTER
MAPLE GROVE, MINNESOTA

EXPANDING A DIVERSE RANGE
OF POPULAR PROGRAMMING

The range of programming offered at the Maple Grove Community Center (MGCC) is some of the most varied and diverse in the region. The MGCC, through upgrades and expansion, is looking toward expanded program offerings well into the 21st Century.

The facility maximizes its potential both inside and outside the building. Indoor programs include classroom/meeting facilities, gymnasium, aquatics, and children's play. Outdoor areas are activated by a water park, meeting/picnic pavilion, park trails, and a farmer's market.

After years of heavy use, the facility is showing signs of wear and the building layout is not flexible or adaptable to evolving programming goals. The existing facility needs, paired with a potential opportunity to expand into an adjacent Lifetime Fitness space, led to the need for a comprehensive master plan. The City of Maple Grove partnered with the HGA team to facilitate a community engagement process, conduct both informal and statistically valid surveys, develop a future-state space program, evaluate master plan options, and provide capital cost and operating cost analysis.

The master plan aspires to better integrate the MGCC with adjacent public buildings encircling West Arbor Lake. A network of trails and outdoor community venues connect with the Maple Grove Public Library, Bandshell, and Maple Grove City Hall. While completion of the master plan and project approval by City Council is paused due to COVID-19, HGA

continues to assist the City in seeking State funding and providing HGA research and recommendations for facility reopening in a post-COVID era.

PROJECT DATA

RELEVANCE TO CHASKA: Family recreation/activity center; extensive community engagement process; on-line opinion survey, statistically valid survey; lap/recreational swim facilities, outdoor water park; education rooms; public gathering spaces; locker rooms; outdoor programming

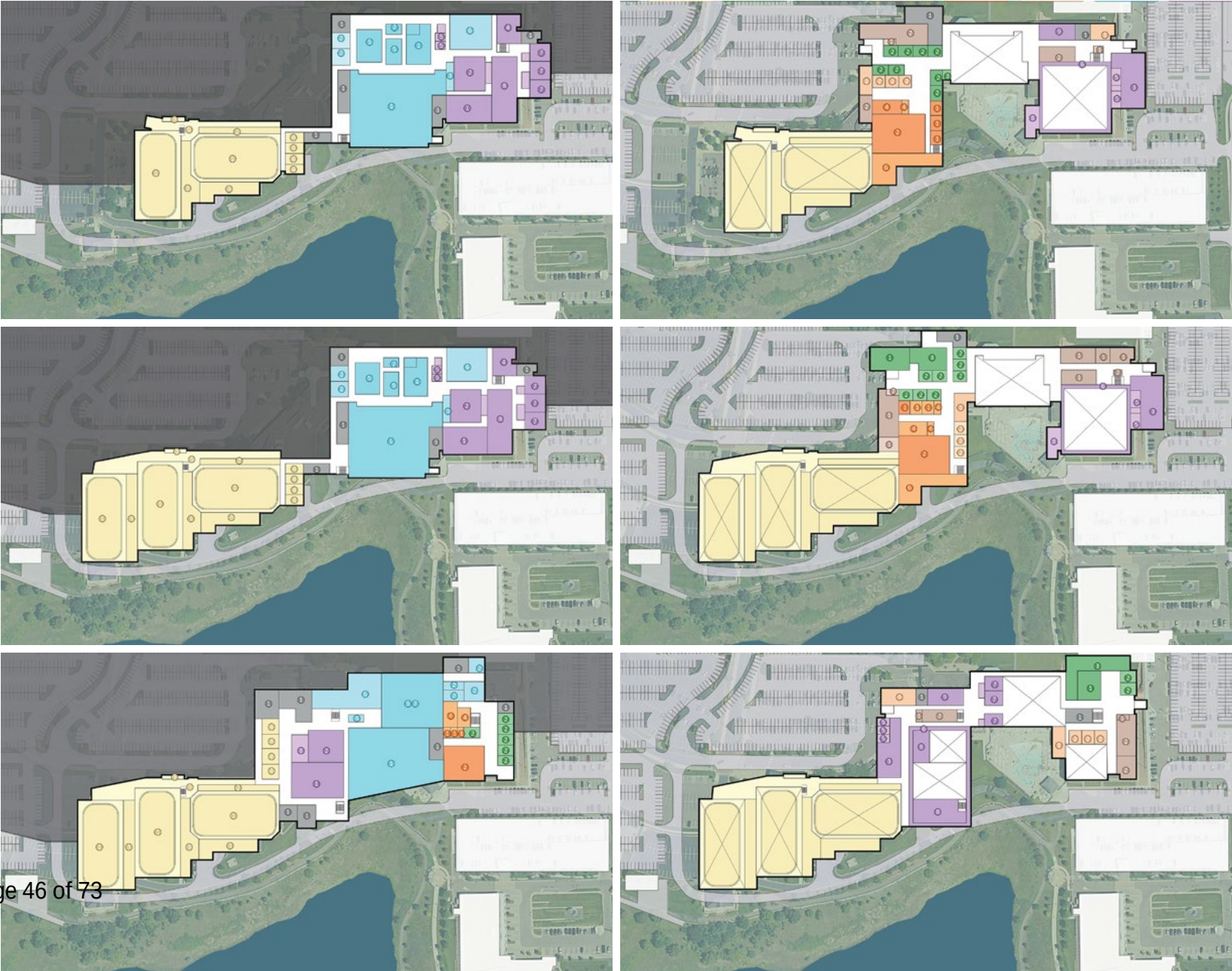
SERVICES PROVIDED: HGA provided community engagement, programming, master planning, cost estimating, and capital and operating cost analysis

TEAM: Nancy Blankfard, Principal; Glenn Waguespack, Project Designer; Brit Erenler, Landscape Architect; Erik Hansen, Civil Engineer; Leon Younger, Market & Operations Analyst

COMPLETION: Ongoing

SIZE: Master Planning Options Range from 236,000 SF to 315,000 SF

OWNER CONTACT: Chuck Stifter, Park Planner
City of Maple Grove
763.494.6500 | cstifter@maplegrovmn.gov



IDENTIFYING A CLEAR PROJECT VISION

Challenged with an aging facility and a growing demand for new types of community and fitness programming, the City of Plymouth partnered with HGA to envision an updated design for the Plymouth Creek Center that reflects its unique character and future goals.

In collaboration with the City of Plymouth's parks and recreation staff, HGA facilitated a thorough feasibility study process to help identify a clear project vision and set of guiding principles for the facility. The team developed a community demographics analysis, area peer facility comparisons, program and site analyses, and multiple site and building concepts to draw out all the opportunities and challenges of the site and program.

The expansion, currently underway, will add two new gyms, a walking track, and an indoor play area that will be unique to the area. It will increase the space of the center by about 80,000 square-feet, more than tripling the size of the existing space.



PROJECT DATA

RELEVANCE TO CHASKA: Family recreation/activity center; extensive community engagement process; education rooms; public gathering spaces; locker rooms; regional family recreation destination

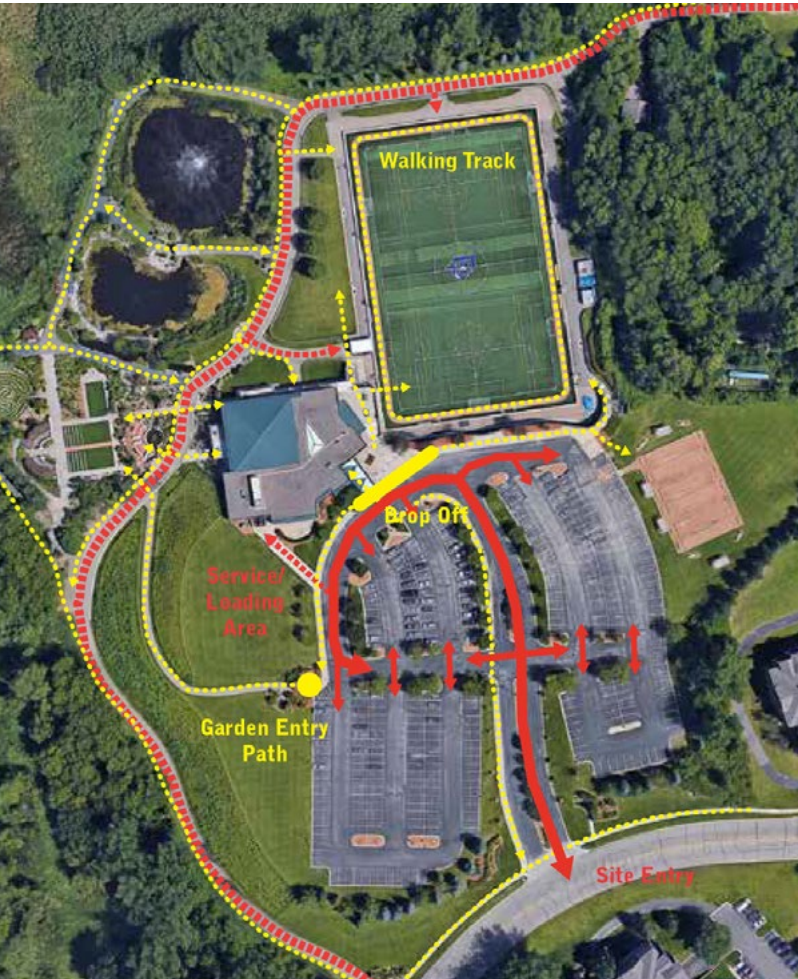
SERVICES PROVIDED: HGA provided programming, feasibility study, community engagement, architectural design, MEP engineering, civil and structural engineering, technology, lighting, interior/design, landscape architecture, and cost estimating. Surveying included: Social Pinpoint On-Line Platform & Flash Vote.

TEAM: Nancy Blankford, Principal; Glenn Waguespack, Predesign Lead; Andrew Holmgren, Project Architect; Brit Erenler, Landscape Architect; Erik Hansen, Civil Engineer

COMPLETION: 2017 (Study); 2018 (Community Engagement); 2022 (Est. Completion)

SIZE: 110,000 SF Addition & Renovation

OWNER CONTACT: Diane Evans, Director of Parks & Recreation | City of Plymouth
763.509.5201 | devans@plymouthmn.gov



DESIGNING AN ENERGIZED COMMUNITY ATTRACTOR

The Brookview Community Center is the culmination of a two-year public task force visioning and predesign effort by the City of Golden Valley facilitated by HGA's team. The City's vision was to provide an energized community attractor that would activate its site, expand seasonal use, increase current program offerings for all ages and demographics and help position Golden Valley as a vibrant and attractive 21st Century city.

The challenge was to weave together golf and other fitness/recreational programs with community gathering and dedicated spaces for seniors to create an asset to be shared by all residents. HGA created a complete existing building assessment, facilitated programming and design workshops with the Community Center Task Force, sought consensus among multiple stakeholders and presented design ideas for community center facilities on three sites.

Now a central gathering place for the community, the new building replaced the existing building, right-sized and expanded program spaces, and provides a welcoming destination for residents.



PROJECT DATA

RELEVANCE TO CHASKA: Family recreation/activity center; extensive community engagement process; market analysis; education rooms; public gathering spaces; locker rooms; vibrant community destination

SERVICES PROVIDED: HGA provided programming, architectural/design, MEP engineering, civil and structural engineering, technology, lighting, interior/design, landscape architecture, and cost estimating

TEAM: Nancy Blankford, Principal; Glenn Waguespack, Project Designer; Erik Hansen, Civil Engineer

COMPLETION: 2015 (Study); 2018 (Construction)

SIZE: 38,000 SF New Construction

OWNER CONTACT: Rick Birno
Director of Parks & Recreation
City of Golden Valley
763.512.2342 | rbirno@goldenvalleymn.gov





PROJECT UNDERSTANDING

The Chaska Community Center continues to provide popular programming as it has done for the past 30 years, however, community needs change and evolve and the facility faces challenges related to its operations, programming, and physical infrastructure. The master planning effort for the Community Center and its campus presents a wonderful opportunity for the community to be proactive to ensure the facility will provide dynamic and vital programming for decades to come, and remain relevant to the people it serves.

OUR UNDERSTANDING

A comprehensive Community Center and Campus Master Plan should serve as a road map for facility improvements implemented in future years. To remain relevant, the plan must be founded on a deep and rigorous analysis of community and stakeholder needs, City Council and City Staff mission, demographic realities, financial metrics, and planning and implementation strategies. The implementation plan defined in the final Master Plan Report will have emerged from a synthesis of the following factors:

- Building Conditions Assessment
- Multifaceted Community Engagement Process
- Statistically Valid Community Survey
- Visioning and Collaboration with your Project Management Team & Citizen Task Force
- Coordination with the Construction Management team (RJM Construction)
- Regular Review with City Council and Parks and Recreation Commission
- Site & Building Master Planning, including Parking
- Capital Cost Estimates
- Programming & Operations Analysis and Cost Estimates
- Analysis of Implementation and Funding Options

A SUCCESSFUL MASTER PLANNING PROCESS

The goal of the project is a comprehensive master plan that has emerged, through a community-centered process, to define the highest and best use of the existing building and site in service to the community. A successful final report will provide City staff and City Council the research, data, and design options needed to make thoughtful and strategic, sound decisions about this important civic amenity now and into its future. Also, a successful master plan is a living document. While the conclusions and recommendations are clear and actionable, needs and situations can and do change over the implementation period. The master plan can and should be flexible to accommodate adjustments and changes while remaining true to its fundamental mission.

CURRENT FACILITY CHALLENGES

The Chaska Community Center building and campus face many challenges related to operations, programming, and physical infrastructure which must be identified and addressed in the master planning process. Some of those already identified in the RFP and on the staff-led site tour include:

OPERATIONAL CHALLENGES

- Parking capacity and site circulation, especially for events
- Wayfinding and sense of entry is difficult
- Multiple building egress points leading to security issues
- Conflicts with access for members vs. the general public (such as walking track)
- Expansion potential for trending programs like pickleball, adaptive programs, swim/skate lessons

PROGRAMMING CHALLENGES

- Determine balance of enterprise vs. general fund program spaces
- Indoor play expansion
- Ice arena team room upgrades and dryland training space needed
- Fitness, gyms, and gymnastics compete for space
- Racquetball courts see little use
- Address and anticipate active older adult, youth, adaptive, and other intergenerational/interability needs

PHYSICAL INFRASTRUCTURE CHALLENGES

- HVAC equipment generally at end of service life
- Pool mechanical access is difficult
- Pool ventilation is challenged with tunnel plenum
- Pool deck circulation to exterior and spa are not accessible
- Pool leaks identified throughout have led to damage
- Lighting needs upgrade
- Splash deck area retaining wall is damaged.

OUR APPROACH

The HGA team will work rigorously to understand and thoughtfully respond to the complex programmatic and physical context of the Chaska Community Center and the community forces that will inform programming and facility design options to create the highest impact for years to come. The team proposed to lead the project offers extensive experience in community engagement, needs assessment, feasibility studies, and master planning. We have served many of your peer cities throughout the region with similar services outlined by Chaska, and continue to value the long-term relationships we have made with these communities. Each project approach is customized to the specific needs of the community we serve, and each project is seen as a long-term commitment. Based on the HGA team's understanding of the Chaska Community Center and Campus Master Plan goals, we offer the following project approach whose process follows four basic steps, leading to a comprehensive Master Plan Report:

1. NEEDS
ASSESSMENT

2. CONCEPT
DEVELOPMENT

3. OPERATIONS
ANALYSIS

4. MASTER PLAN
REPORT

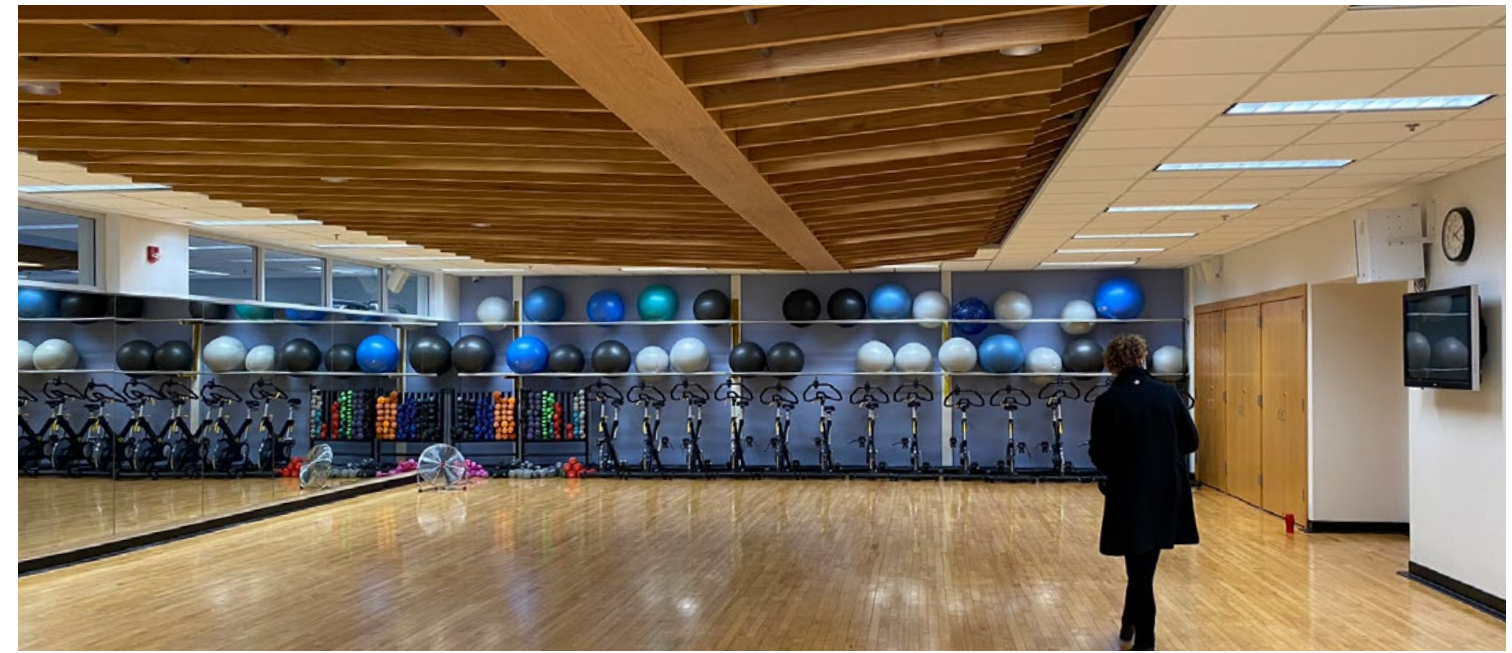
OVERALL APPROACH

The Community Center and Campus Master Plan process we propose is designed to engage the City of Chaska's staff, elected officials, stakeholders, and overall community in order to identify needs, develop a comprehensive space program, conceptualize site and building planning options, and provide full operational and capital cost analysis—culminating in a final Master Plan Report which prioritizes phased implementation through a fully-vetted action plan. The following pages outline each phase in detail. Community engagement, a critical part of a comprehensive master planning effort, occurs throughout the process, and is addressed in greater detail following our description of the four basic steps. Please refer to the timeline and key deliverables on pages 22-23 for a detailed schedule of activities, including the pace and rhythm of meetings with the Citizen Task Force, Project Management Team, and other stakeholders.

1. NEEDS ASSESSMENT

VISIONING AND PROGRAMMING NEEDS

The project team will conduct interviews with project stakeholders, initiate a survey, and perform an existing facility analysis of the building and site, to establish the foundation for developing a shared vision for the future of the Community Center and its campus. Topics explored will include: general community values, strengths and challenges potentially facing the facility, trends, and existing level of services provided, input on operational pros and cons in the existing facility, etc. Based on our current project understanding, stakeholder groups will include: City Council (including presentations at Council work sessions and/or formal City Council meetings), Parks and Recreation Commission, Parks and Recreation Staff, Project Management Team, and Citizen Task Force, in addition to stakeholders such as facility users, tenants, and the community at large.



DEMOGRAPHIC AND BENCHMARKING ANALYSIS

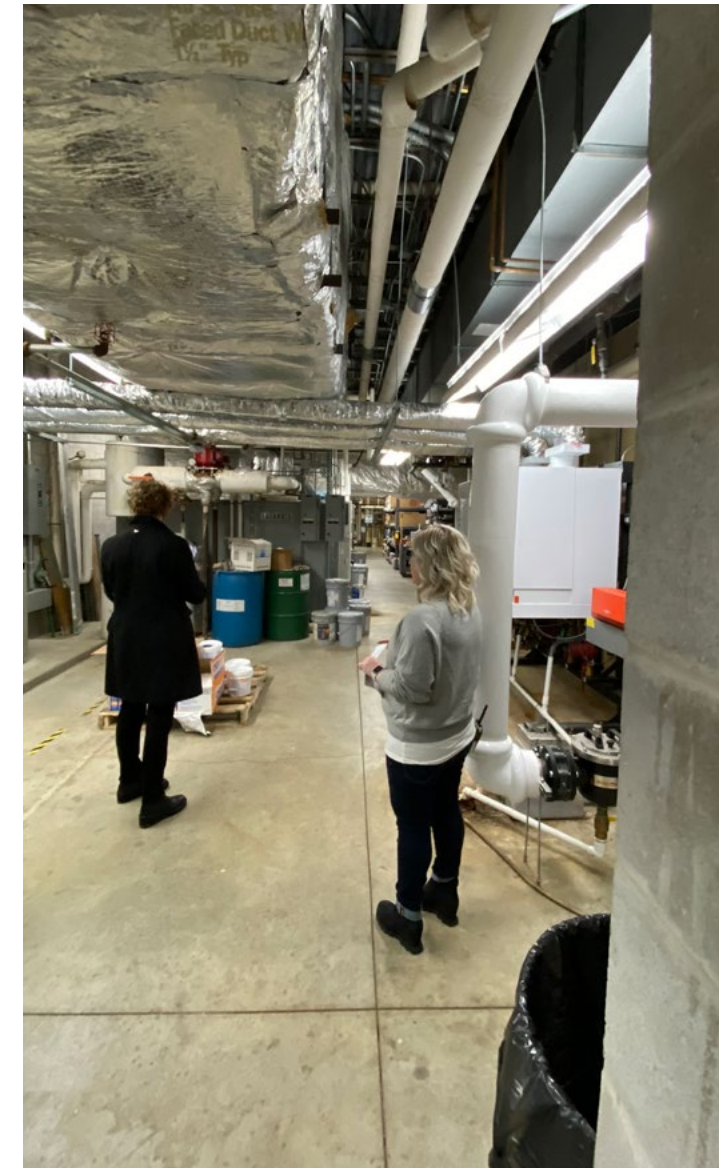
The team will complete a demographic trends analysis based on current U.S. Census baseline data, most current reported data, and projected populations for the next five and ten years. Demographic characteristics such as population, age, and gender distribution, households, and income characteristics are analyzed to understand the market areas potentially served by the Community Center. A comparison of data emerging from Chaska stakeholders will be compared against regional and national trends in community facility programming.

BUILDING AND SITE ASSESSMENT

Our team of architects, engineers, and specialists will perform an analysis of all existing building systems to determine current conditions and provide expert recommendations to address future needs and mitigate risks. We engage specialists such as lighting, ice arena, and aquatics engineers to tell the full story of the facility and site conditions.

STATISTICALLY VALID SURVEY

ETC Institute, working with the PROS Team, will perform a random, scientifically valid community-wide household survey to quantify knowledge, need, unmet need, and program priorities. Questions on the survey will help determine the willingness of the community to pay for the development of the facility as well as supporting the operational costs via membership, daily rates, reservations, program fees, etc.





2. CONCEPT DEVELOPMENT

DATA SYNTHESIS

Following the Needs Assessment phase, our team will synthesize the data and information discovered. We will identify programs and services aligning with data acquired in the Needs Assessment phase as well as programs and services that are misaligned or not provided but have been identified as a community need/aspiration. The team will also facilitate a SWOT analysis. Programming data is then cross-referenced against the existing community center building and site to identify where the facility does, and does not, support current and future program needs. Physical infrastructure analysis will be factored into the team's thinking as program, building, and site planning options are conceptualized.

BUILDING SPACE PROGRAMMING

The team quantifies community and recreation programming needs through a building space program spreadsheet. Area metrics, expressed in net and gross square footage and occupant capacity, are documented for each space. These numerical metrics can then be used to explore specific planning and design options for quantitative building space program will be created. As the building programs become defined and knowing that expanding building footprints will reduce available site area, site/exterior programs, including parking capacity, will accompany the building program. Based on existing capacity and typical metrics for proposed program uses, a new parking requirement will be established.

BUILDING AND SITE PLANNING OPTIONS

The HGA team is experienced in master planning and implementing forward-thinking projects that seek synergy among the various stakeholder needs and optimize the infrastructure and programming capabilities of the facility. Based on the building and site program developed with you and your stakeholders, the design team will explore multiple (typically three to four) master plan alternatives. Each option will test-fit the building plans and site plans in differing configurations. These explorations will be presented in site plan drawings and annotated building plan diagrams describing all program spaces and their usage. Through comparing, contrasting, and critiquing the master plan options, a preferred option emerges through stakeholder consensus that is informed by and vetted through the community engagement process.

CAPITAL COST ESTIMATING

Rough-order-of-magnitude cost estimates by your Construction Manager (CM) will be provided and paired with all master plan options. HGA works closely with the CM to maintain a direct flow of accurate information between design professional and cost estimators, and we have years of project experience working with RJM and other local CM teams to understand the cost and constructibility implications of our decisions, and controlling costs through phasing and other methods. An important consideration in a master planning process is an accounting for both construction hard costs and project soft costs, which we can work with RJM to predict and plan for.

3. OPERATIONS ANALYSIS

FINANCIAL MODELING

Financial plan/pro forma will be based on the program, operations, and conceptual plans for the selected master plan option. The detailed financial plans will include a space utilization summary based on detailed line item projections and detailed participation by program area. Financial modeling includes:

- Expenditure detail
- Detailed staffing by space/program area
- Contractual costs, including but not limited to, utilities, maintenance and repair, insurance, office/ license/dues, advertising and promotion
- Commodity costs for program area and general facility requirements
- Contract instructor/officiating costs
- Revenue and participation detail
- General admission by month of year, by participant category and price point (youth, adult, weekday, weekend, etc.)
- Program/class participation by session/meetings, by participant category
- Rental by space/program area by price point

4. MASTER PLAN REPORT

IMPLEMENTATION

The implementation of the master plan is intended to address phasing of improvements, funding strategies, and operations and maintenance recommendations. Phased construction is an important consideration and will influence facility design. HGA will evaluate the master plan options based on potential construction phasing with the stated goal of minimizing impact on previous phases. A phasing plan will be reviewed with City stakeholders and included in the final report, annotated by date and estimated construction cost for year of construction. The action plan and implementation schedule will be coordinated with proposed project funding as provided by the City.

FINAL REPORT

The entire process will be aggregated into a final report that will provide comprehensive data for use by the City of Chaska. The HGA team, and our specialty consultants, are committed to delivering a final report that is rigorous, actionable, scalable, flexible, and serves as a benchmark for strategic decisions guiding the future of the Chaska Community Center.



COMMUNITY ENGAGEMENT

At HGA we have a methodology to customize, design, and facilitate an inclusive and authentic engagement process. Before jumping to specific engagement tools, we first work with you to “level set” to understand and confirm the *why, who, and what* to frame an authentic engagement plan. These steps are essential and usually overlooked, which leads to misperception and concern around “community / stakeholder engagement”. At an early meeting with the Citizen Task Force, we will facilitate a discussion and workshop to understand the stakeholder matrix and social connections, confirm engagement goals, and identify an authentic promise to each category of stakeholder.

PUBLIC ENGAGEMENT FRAMEWORK

We leverage engagement best practice framework established by the International Association of Public Participation (IAP2).

- | | |
|---|---|
| <ol style="list-style-type: none">1. SCOPE, GOALS, OBJECTIVES
Establish engagement and user scope (what influence and decision-making power do user groups have on the project)2. IDENTIFY STAKEHOLDERS
Identify all stakeholders and their level of stake in the project3. DEVELOP THE PEOPLE PLAN
Develop engagement plan and integrate feedback loops into schedule and process based on project | <ol style="list-style-type: none">4. DATA GATHERING TOOLS
Identify and execute right engagement tools for inclusive participation5. SYNTHESIS
Analysis and synthesis of qualitative and/or quantitative input data6. INFORMED DECISION MAKING
Integrate data visualization to bring all voices to “the table” for informed decision making7. FOLLOW UP AND MEASUREMENT
Engagement plan during construction and pre-occupancy data collection based on project success criteria and community impact. Post occupancy completed 6-9 months after opening to reflect how design decisions impacted community, staff, users, and stakeholders for City of Chaska accountability. |
|---|---|

CUSTOMIZED TOOLS AND METHODS

The collaborative process we employ informs and prioritizes the right engagement tools to gather public input from a diverse pool of community members. To achieve diversity of input, a wide variety of tools and methods can be used to meet people where they are and offer opportunities for both active and passive engagement. Given the current conditions around the COVID-19 pandemic, we have facilitated successful engagement activities that are virtual and online. The ‘grab bag’ of engagement tools and methods include:

- | | |
|---|--|
| <ul style="list-style-type: none">• COMMUNITY CO-DESIGN WORKSHOPS• USER JOURNEY MAPPING• QUESTIONNAIRES• FOCUS GROUPS• SHADOWING INTERVIEWS | <ul style="list-style-type: none">• ETHNOGRAPHIC INTERVIEWS• OPEN HOUSES (PHYSICAL AND VIRTUAL)• POP-UP STATIONS AT COMMUNITY EVENTS• SOCIAL MEDIA STORYTELLING• ONLINE ENGAGEMENT PLATFORMS |
|---|--|



VALUE OF THIS PROCESS

The IAP2 framework we employ informs and prioritizes the right engagement tools to gather public, diverse and traditionally underrepresented users, tenants, and staff to equally amplify their needs and vision to guide decision making and reimagine “the heart of Chaska.” With this process, we can be sure of results as follows:

- Clear expectation and clarity on user groups roles, their power in decision making and influence on the project
- Transparency of why decisions were made and need for prioritization
- Establish clear success outcomes that guide decision making
- Meeting people where they are at and understanding barriers to participation
- Utilizing engagement tools used that match culture and maximize accessibility
- Clear translation of input into visual data compilation to inform decision making
- Being efficient with and respecting everyone’s time

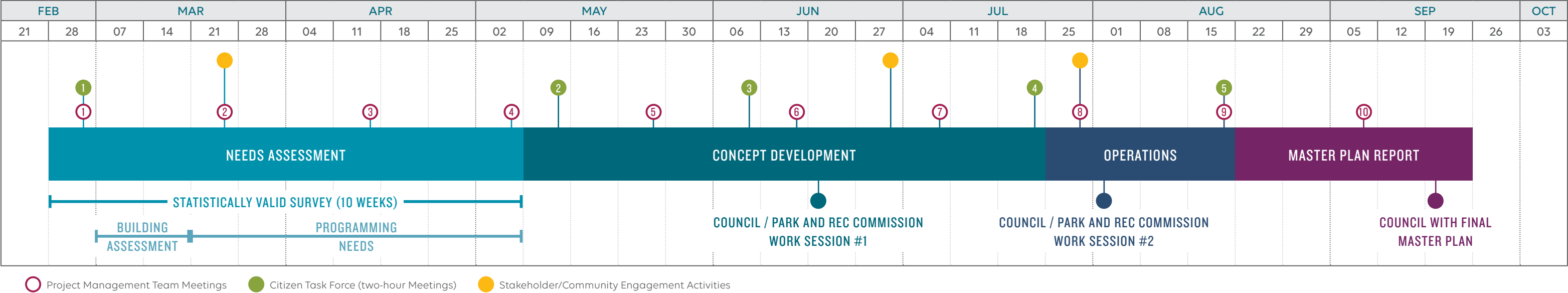
AUTHENTIC ENGAGEMENT PROCESS

Our team, led by **engagement specialist Ada Mestad**, is committed to facilitating an authentic engagement process that is focused on listening to people, asking questions to understand community perspectives and building consensus towards a final community center master plan.

COMMUNICATION ACTIVITIES

- **Project Website:** We will assist the City by hosting a project website, to create an accessible online presence for the project that can play a role in education and outreach as well as soliciting community input. We will ensure that all materials posted to the website are compatible with City and accessibility standards.
- **Targeted Social Media Posts:** To provide a broader online engagement reach, we will work with city communications staff to create targeted/boosted social media posts to promote the engagement activities, online meetings, project website, and keep the community engaged in real time.
- **Engagement Summary:** After the completion of engagement activities, we will provide a comprehensive list of comments collected as well as a summary report of activities that includes an overview of the format and materials.

TIMELINE & KEY DELIVERABLES



PMT MEETING 1 CTF WORKSHOP 1

- Kickoff / process review
- Community engagement level-set
- Visioning

PMT MEETING 2

- Building assessment review
- Program needs visioning

STAKEHOLDER ENGAGEMENT TWO-DAY WORKSHOP

PMT MEETING 3

- Review stakeholder workshop findings
- Review space program development

PMT MEETING 4

- Finalize program
- Review statistically valid survey

CTF WORKSHOP 2

- Review space program and survey results

PMT MEETING 5

- Site and program adjacency analysis
- Initial building and site options review

CTF WORKSHOP 3

- Review initial building and site options

PMT MEETING 6

- Review/prioritize building and site options
- Review conceptual construction cost analysis

COMMUNITY ENGAGEMENT OPEN HOUSE

PMT MEETING 7

- Review community feedback
- Select preferred building and site option
- Finalize conceptual construction cost estimate

CTF WORKSHOP 4

- Review preferred building and site option

PMT MEETING 8

- Finalize open house presentation
- Review operations analysis

COMMUNITY ENGAGEMENT OPEN HOUSE

PMT MEETING 9

- Review community feedback
- Finalize operations analysis

CTF WORKSHOP 5

- Review final design option, cost, and operations analysis

PMT MEETING 10

- Finalize design, cost, and operations analysis
- Issue master plan report



COST PROPOSAL

HGA is pleased to propose the following fees for service. The fee schedule is coordinated with the enclosed work plan and schedule. It represents our best and current understanding of the project scope. Our goal is to deliver exceptional results for the needed scope while being efficient. The cost proposal provides for the services outlined in the RFP. We are competitive in the marketplace and look forward to negotiating a fee that reflects the scope of services required for this project and meets your needs and vision for the master plan.

HGA	ESTIMATED HOURS	FEE
Building Assessment <i>Includes tour and report from architectural, mechanical, electrical, structural, and landscape professionals</i>	200 - 250	\$25,000
Programming <i>Includes two (2) 8-hour stakeholder meetings and two (2) project management team meetings to develop space needs</i>	130 - 1 80	\$21,500
Master planning <i>Includes development of several planning options and meetings to arrive at one preferred scheme</i>	300 - 350	\$47,000
Community engagement <i>Includes engagement kickoff event and creating a project website plus an allowance for up to three (3) engagement events, such as online platforms, pop up events, active tours, and/or compensation for participation in events.</i>	80 - 120	\$15,000
Final Report <i>Review meetings and production of final report</i>	60 - 80	\$7,000

PROS CONSULTING	
Operating Analysis <i>Perform an organizational assessment and create financial plan, recommendations for funding sources</i>	\$20,400
Statistically Valid Survey <i>Perform a community-wide household survey to quantify knowledge, need, unmet need, priorities, and support for the studied facility</i>	\$12,600

B32 ENGINEERING GROUP	
Ice System Assessment	\$4,500

USAQUATICS	
Aquatics System Assessment	\$3,000

TOTAL NOT TO EXCEED	\$156,000
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REIMBURSABLE EXPENSES	
Estimated Expenses	\$1,000
<i>Includes standard mileage and printing costs incurred in the interest of the project</i>	
HOURLY RATES	
Nancy Blankfard, Principal / Project Manager	\$240.00
Glenn Waguespack, Campus Planner / Programmer	\$190.00
Ada Mestad, Community Engagement Facilitator	\$190.00
Brit Erenler, Landscape Architect	\$120.00
Andrew Holmgren, Project Coordinator	\$140.00
Kevin Kaufman, Mechanical Engineer	\$160.00
Zachary Poynter, Electrical Engineer	\$160.00
Christa Belasco, Lighting Designer	\$150.00
Sarah Jorczak, Structural Engineer	\$190.00
Erik Hansen, Civil Engineer / Vehicle Circulation	\$180.00



City of Chaska Chaska Community Center and Campus Master Plan

Perkins&Will

January 10, 2022

Marshall Grange

Chaska Park and Recreation Department
1661 Park Ridge Drive
Chaska, MN 55318

Re: City of Chaska - Chaska Community Center and Campus Master Plan

Dear Marshall and Members of the Selection Committee,

We are pleased to submit our proposal for the Facilities Master Plan for the Chaska Community Center. After nearly 30 years in operation, the Center has faithfully served the community of users, and now the City has taken this important step forward to master plan the next 30 years in the life of this beloved landmark. We understand the importance of a thoughtful, focused process for this important project. We have identified the steps to success as we will:

- Begin the process with a thorough conditional assessment to understand the physical condition of the building and systems, the current activities and programs, and the functional layout and operational issues.
- Orchestrate a creative and participatory public outreach process that welcomes feedback, guides decisions, and keeps the community informed throughout the process.
- Collaborate in an interactive, creative design process, where together we develop a concept that is unique, functional, affordable and genuinely reflects the programs and activities envisioned by Chaska residents.
- Provide absolutely unmatched client service and solid management to envision and deliver a master plan that is implementable, functional and will guide responsible long-range planning.
- Act as careful stewards of public resources and creatively seek ways to meet the most needs for every dollar spent and deliver the most value within the established budget.
- And ultimately develop a successful plan that demonstrates Chaska's commitment to its citizens and their quality of life.

As you will see in the following proposal, we will approach this project with an experienced eye and an open mind. We understand this building type, and we are attune to the challenges and expectations. As proven leaders in the design and planning of community sport, recreation and aquatic projects throughout the nation, Perkins and Will will lead the planning effort. We have teamed with a long-standing partner, Ballard*King to provide operational and revenue analysis to help guide programming and utilization. We have assembled a team of consulting experts with experience in the community recreation project type, and a shared commitment to great client service. Our ultimate goal is to provide Chaska the information and the confidence, at every step in the process, to ensure that the right decisions are made for the benefit of this wonderful community. This is truly an inspiring project, and we very much look forward to assisting you in the continued efforts to bring this vision to a successful reality.



Chris Kastelic, AIA, LEED AP
Principal in Charge

cell. 303.249.6446

chris.kastelic@perkinswill.com



John Slack, PLA, OALA, ASLA, LEED AP® ND, RELi AP
Program Lead / Community Engagement Facilitator

tel. 612.851.5044

john.slack@perkinswill.com

80 South 8th Street,
Suite 300
Minneapolis,
Minnesota 55402

www.perkinswill.com

Our Approach and Understanding



Above Left to Right:
The lounge and lap
pool at the Ridges
Recreation Centre



The Big Picture

A Place of Civic Pride, Place and Purpose

With a goal of being the best small town in Minnesota, Chaska is a community of unlimited possibility, bringing together a rich history and a vibrant energy of residents and visitors alike. Public facilities contribute greatly to a sense of belonging, enhance community values, and provide a destination where people come together, share experiences and lead healthier and more fulfilled lives.

The master planning process is really a quest to find the best solutions to future aspirations-a journey of exploration. Each person on this journey plays a role in navigating our team to a successful end, where we are all focused on a common destination, mapping out a clear course, and fostering a culture of communication that is clear, honest and heartfelt. This plan that we will create must serve as a usable roadmap to guide future growth and investment, and it must present reliable information for that purpose.

The Power of Place

Our approach to programming and activation is unique. We work holistically to help create spaces that respond to community needs, and create functional and flexible space that allows users and programmers to become space curators. We see our work as connectors between the most creative designers of cultural happenings and the smartest and most passionate mobilized constituents of your community. We believe framing programming and activation in this way can capture the unexpected, create a cultural stir and, importantly, enable long-term sustainability and ownership of activated space. To achieve goal-driven solutions that endure over time, we will invest ourselves in the Chaska community, drive creative solutions, and be a catalyst for change in this important public realm.

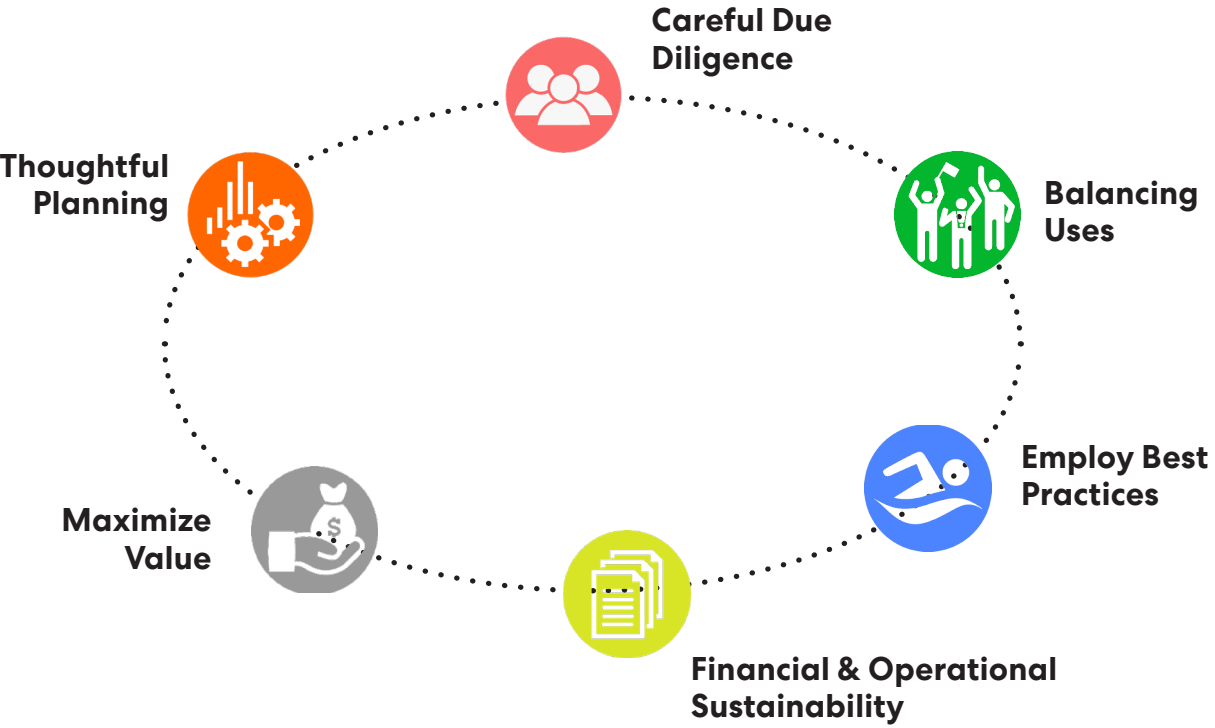
Our Approach and Understanding



Above:
The lobby and rink of the
Angus Glen ice arena and
recreation complex

We are creative thinkers with a passion for design, and compassion for our communities. This team will bring energy and creativity to the process, promising a collaborative process and thoughtful planning

Connecting All the Dots



Careful Due Diligence

The City has not had a regular funding source for maintenance and upgrades, so it is imperative to assess the physical conditions and systems with a critical eye to longevity and usable life. We will conduct a conditional assessment to study the programming, functionality, longevity and projected functional lifespan of the current recreation offerings.

It is impossible to uncover all of the unknowns of a particular site or building, but it is possible to assess potential areas of risk. We will employ a process that examines the potential sites, analyzing existing conditions and identifying areas that could carry risk. Similarly, we will perform conditional assessments of existing recreational facilities, overlay programming organization and assess their utilization potential to ensure complementary use while minimizing redundancy.

We will also begin the analysis of the site to gain insight into the parking, circulation, connectivity and the overall feel of the entire complex including the Community Center and School facilities.

7A Recommend Consultant for the...

Thoughtful Planning

An important part of our cost control philosophy is to develop the greatest amount of programmable, active space within the overall footprint of a building. During early design studies, we focus specifically on:

- Creating the most efficient layout of general circulation space and eliminating wasteful corridors.
- Targeting efficient locations and footprints for maintenance, storage, infrastructure and equipment rooms.
- Developing space sizes and layouts that can generally accommodate multiple activities rather than single-purpose spaces, and be easily transitioned throughout the course of a typical day.
- Using efficient structural systems that save both time and money during the construction phase of the project.

Our Approach and Understanding

Balancing Uses

What does a week in the life of this facility look like?

What are the impacts when we converts from daily drop-in use to a sports tournament, to a swim meet and then hold a trade show in the event hall/gymnasium?

Understanding how spaces can flex and be nimble to serve all needs requires a clear understanding of convertability, equipment and layouts that can allow multi-use scheduling, ease of conversion and the design implications of these choices.

Maximizing Value

We do not believe in the term “Need”, but rather a serious conversation about benefit and value for money spent. Need implies that the amenities we discuss are non-negotiable, and that simply is not the case. Our process employs realistic conversations about programs, broad community appeal, and maximizing utilization to justify exactly where funds are allocated, and exactly how programs can share the building and overlap in scheduling.

For every program and activity area discussion, we ask the following questions:

- How much does this cost initially to build and to operate?
- What is the benefit provided and to whom, and how often?
- Does it serve a broad or narrow group, and does the space maximize utilization?
- Can space be shared? Scheduled throughout the day? Shared throughout the week?

These options will include potential space components, square footage of each space component, and preliminary construction and project costs for each component. Support spaces will also be considered including maintenance and custodial areas, electrical and mechanical rooms, control rooms, pre-function space, and other areas as necessary. Preliminary construction costs will be estimated for each program option developed and presented to the Steering Committee to reach consensus on the preferred mix of spaces. By this token, we are able to more effectively deliver more programming into less costly buildings an deliver better value to our clients and the communities we serve.

Operational and Financial Sustainability

We will develop an operational pro-forma that can be carried through to the master plan to create a re-imagined building that is easy to operate, maintain and program well into the future.

Ballard*King, one of the nations most experienced

operations and management consultants, will provide an operational and revenue pro- forma to demonstrate how new programs will influence operations, and what revenue the City can expect.

The study will include:

- Analysis of fee structure and recommended adjustments
- Review sources of income including tenants
- Operating cost impact for the facility
- Analyze updated revenue impact for the facility
- Revenue/expenditure comparisons
- Project recommendations/profitability of components

Inclusive and Resilience

Different perspectives from people of different backgrounds paint a canvas of ideas with bolder, brighter colors. The combined creativity is infinite.

Together, we are designing a more vibrant, dynamic world where socially constructed barriers and stereotypes are broken down and spaces are crafted toward an open, united, and inclusive society. Whether planning locker rooms, recreation or enrichment spaces, universal design principles and inclusive thinking influence solutions.

The Americans with Disabilities Act has greatly expanded the criteria guidelines in which community and recreation venues are designed. Much more is known about other needs, such as those with sensory challenges or non-physical ailments. We have a clear understanding of best practices and our design will equally accommodate all potential users regardless of physical or cognitive ability.

Resilience is a term most commonly associated with natural events, but it can also relate to social and cultural issues. With a growing community rich in diversity comes the challenge of creating welcoming yet defensible spaces, visibility and openness to the street and operational models for visibility and control can create a building with a sense of stability and community pride.

Places that are designed, planned, and organized for safety can offer resilience and have a significantly greater chance of weathering physical trauma and social provocations. They’re also much more likely to regenerate and prosper afterward.

Understanding the Opportunities

Building Maintenance and Systems

With decades of deferred repair and replacement sa well as 30 years of wear, the building is showing its are most in the envelope and systems. Our team will perform a thorough conditional assessment to identify solutions to improvements including:

- Replacement of the leaking standing seam roof, improving valleys, gutters, downspouts and eaves.
- Review of systems for performance, energy efficiency and comfort.
- Energy efficiency measures, lighting, and other sustainable opportunities for energy and cost savings.
- Review and improvement of all building surfaces, flooring, interior treatments, glass and acoustics.

Access and Control

The current building is organized around a series of separate entries to access specific program areas. In some cases, this segregated sequence makes sense, for instance the active older adult wing, but in most cases, separate entries cause control issues, increase challenges to staffing and generally are more operationally difficult.

Similarly, the control desk at the main entry is off to the side, far too small for the functional demands, and is close to the door causing cold drafts to staff at the front desk. Our process will evaluate the various control points, and recommend solutions to better locate the main control desk for visibility, size and operational efficiency.



General Lounge, Viewing and Circulation

The central rotunda creates an interesting architectural feature, but fails to provide comfortable and usable lounge, viewing and seating opportunities.

The general circulation is a maze of corridors and nodes that have limited viewing into activity spaces and lacks clear organization. Our planning process will evaluate the overall way that people are guided through the building, and improve the basic wayfinding, adding visual and graphic cues to activities and spaces.



Fitness and Wellness

The fitness spaces reveal the thinking in recreation planning 30 years ago when strength and cardio workout uses were relegated to leftover areas of the building. Today's fitness centers focus on holistic health and wellness, occupying central areas of the building, taking advantage of daylight and exterior views.

The traditional fitness center has grown into a source of personal health and wellbeing with wellness suites, consultation and evaluation services and community health services. Proprietary fitness, cross training, bootcamps, self-directed workouts, group exercise and a wide variety of fitness classes have taken the place of rows of equipment.

We will look for opportunities to create that holistic health and wellness experience, located in more prominent areas of the building and taking advantage of the wonderful views across the City.



Our Approach and Understanding

Gymnasium and Track

The gymnasium spaces are divided into the main gym and the elevated auxiliary gym, both accessed from different levels. The division of uses serves a purpose, but may not provide the most flexible use patterns. Fitness has expanded into one of the courts,providing more space for cardio workout, but sacrificing the flexible open space of a traditional gym. We will evaluate the organization of the gymnasium spaces to determine the best organization to provide the maximum utilization of space. This may mean repurposing space, proposing an addition, or shifting uses to more appropriate space.

The elevated running track poses perhaps the greatest challenge since it is isolated at the highest level with access only by elevator, creating circulation, accessibility and observation challenges.

Youth And Child Care

The more that 70 programs for children and youth provide important child care, activity and enrichment for the community's kids. in addition to more multi-purpose space



and possibly some minor improvements to existing space, a larger indoor playground might be the most welcome addition. A place where parent could bring young children during cold weather, or a favorite spot to hold a birthday party.

Ice Rinks

As home ice to Chaska High School, Breakaway Academy and community ice programs, the 2 ice sheets are designed for different purposes, one for team and spectator use, the other for training, but both suffer the same lack of gathering space, team areas and storage.

Expanding the buildings is not realistic, so we will rely on smart planning to find solutions to these challenges. While the seating may be adequate, the lobby area is far too small.



Locker Rooms

The locker rooms may look a bit dated, the area available appears adequate. With some code upgrades to showers and a few other remedial items, a new facelift of lockers, finishes and lighting will make a huge impact on the visitor's experience.

In addition to the main lockers, a large expansion of family change rooms areas will bring the facility up to current comfort and inclusivity standards.

Pool and Natatorium

The pool area appears to have been maintained well for a 30 year old natatorium. The spa access needs addressed, and the circulation and visibility around the slides requires attention. Otherwise, this area seems to be satisfying the aquatic needs of the users.

The Lodge

Recently renovated, and well conceived, the Lodge is perhaps the most appropriate space for its function. Serving the needs of active older adults, and more recently teens as well.



The Master Plan Process

The Master Planning process for the Community Center will involve the advancement of multiple, interrelated paths of inquiry, including site analysis, conditional assessment, programming, community engagement, operational and revenue analysis and master planning.

Our proposed Master Plan approach involves four overall phases:

- **Phase 1: Discovery**
- **Phase 2: Big Ideas**
- **Phase 3: Making Decisions**
- **Phase 4: Recommendations**

Throughout these phases, our approach will be collaborative and iterative, structured around four major milestones, during which incremental project progress and findings will be reviewed and ideas and concepts will be presented, discussed, tested and refined. In between the major milestones, iterative inquiry and design exploration involving the interdisciplinary design team, Chaska recreation staff, the Citizen's Advisory Committee, City Council and other stakeholders will inform and refine programming, site planning, visioning, and concept design options, leading to a final recommendation that is visionary, defensible, and implementable.

A Roadmap for Success

A great Master Plan is not a static document, but a usable roadmap to guide current and future investment with the goal of great community service. At the outset of this process, we will be introducing ideas that will influence 50 year decisions, and we approach this challenge very seriously.

Planning is a collaborative process. We believe the most successful projects are the result of a collaborative team approach, sharing of ideas, and respect for community input. The planning process first and foremost, is built on trust. We must communicate a clear and consistent message to the community, deliver on what we promise and share reliable information.



Above Programming worksession with the Minneapolis Parks and Recreation Board
Far Right: The renovated pool and recreation center at the Steamboat Hot Springs



Our Approach and Understanding

Phase 1: Discovery

This represent the discovery portion of the process. We will kick off the project and Phase 1 with a Visioning Session, during which we will discuss the project vision, challenges and opportunities together with the advisory committee. We will further explore the scope of work and incorporate any potential revisions as a framework for ongoing decision-making related to the project. This common understanding of project parameters and aspirations will become a springboard for further inquiry as we dive deeply into existing space review, interviews, discovery sessions, site analysis, and benchmarking.

Site Analysis and Conditional Assessments

We will conduct a conditional assessment to study the programming, functionality, longevity and projected functional lifespan of the building materials and systems. The assessment will:

- Address building roof and envelope
- Egress, ADA accessibility and code compliance
- Mechanical, Electrical and Plumbing systems
- Materials and finishes
- Technology

We will also begin the site analysis of the community complex to gain insight into the area, context, parking, circulation, and other factors that would influence the creation of a true municipal recreation an education complex.

Program Review and Functional Analysis

On of the first steps in the evaluation process is to perform a programming study of the Community Center to understand the use patterns, activity offerings, shortcomings and remedial needs. We will catalogue spatial organization, visibility, storage, accessibility challenges and overall appeal of the spaces. Once complete, this analysis will help inform the outreach, stakeholder and partner conversations and program options.

Stakeholder and Community Engagement

At the outset of the process, we will craft a thorough public participation plan that includes:

- Surveying methods and timing,
- stakeholder and focus group meetings
- public open houses and pop-up events
- website and digital media presence
- and other methods for public input and communication.

This process is critical to identify before any public outreach is conducted, defining what information we seek, what information we will share and when, and the protocol for decision making.

We will also utilize other resources to communicate with the public including virtual meetings to supplement in-person gatherings. We will create a project website to share updates, allow for public feedback and control the messaging in a more clear manner.

Deliverables for Phase 1:

- Conditional building assessment report
- Site analysis of the Community Center complex
- Summary of programming and functional analysis
- Summary of community and stakeholder input
- Project Website

Meetings for Phase 1:

- (1) Community open house
- Focus group meetings including stakeholders and building tenants (up to 12 one-hour sessions)
- (1) City Council Meeting
- (1) Citizen's Task Force Meeting

Great design tells a story.
What will the next chapter
bring for the Chaska
Community Center?

Phase 2: Big Ideas

Developing the Right Mix of Programs

During the Big Ideas Phase, we will work with Parks and Recreation staff and the Citizen’s Advisory Committee to further evaluate the preliminary program and site opportunities. We will continue to explore aspects such as connectivity, flexibility, inclusiveness, operational ease, partnership opportunities, special event planning, economic impact, and cost effectiveness. The coordinated investigation of strategies for sustainability, resilience, service delivery, wellness, etc., in conjunction with deep-dive program analysis, adjacencies, reallocating space, capacity demand, and site opportunities, will reveal synergies and overlaps that can multiply benefits.

Concept Plan Development

In this phase, we will develop up to (3) concept master plan options for review with the Citizen’s Advisory Committee to reach consensus on a preferred approach. During this phase, we will also initiate the operations and revenue discussion to ensure the programming decisions are informed by an operational cost perspective.



Deliverables for Phase 2: Big Ideas:

- Summary of Present Program Needs
- Consensus Program Draft
- (3) Concept Master Plan Options

Meetings for Phase 1:

- (1) Community open house
- (1) Joint worksession with City Council and the Parks Commission
- (1) City Council Meeting
- (2) Citizen’s Task Force Meetings



Clockwise from Left:
The Indoor Playground at the Williston Area Recreation Center. An outdoor yoga class at the Gregg Museum of Art & Design.



Above Left to Right:
Working out while admiring the views at the renovated Louisville Recreation Center. View the action in the gym at the Bison Ridge Recreation Center

Phase 3: Making Decisions

With additional input from the Citizen’s Advisory Committee during the Making Decisions Phase we will refine the planning scenarios and compare them with the project goals. We will further investigate operational, ownership, management, cultural, and partnership implications and opportunities of the scenarios, alongside rough order of magnitude capital costs.

Operations and Revenue Analysis

In this phase, Ballard*King will develop a complete operations and revenue analysis of the new facility program and the consensus master plan concept. We will develop a fee structure analysis, level of service, partner and tenant assessment, operational cost and revenue pro forma.

Conceptual Cost Estimate

once we have reached consensus on the program and master plan concept, we will provide enough project definition to the improvements and design description to develop a total project cost estimate of the plan, delivered in a phased format with budgets for each element.

Deliverables for Phase 3: Making Decisions:

- Final Program and Master Pan Concept
- Draft Operational and Revenue Pro Forma
- Draft Cost Estimate

Meetings for Phase 3:

- (2) Citizen’s Advisor Group meetings
- (1) Presentation to the Parks Commission and City Council

Phase 4: Recommendations

During the final phase of the Master Plan, we will advance the preferred direction(s) in terms of concept, program, site fit, stacking, massing, and costs for both the ARC and Ice Garden As with the previous phases, we will engage the steering committee, and public stakeholders as we work toward a well-informed set of final recommendations to the Aspen Parks staff, elected officials and the broader community.

Deliverables for Phase 4: Recommendations:

- Final Master Plan Report, including program, floor plans, site improvement plans, building systems description, exterior design concepts, MEP systems sustainable strategies
- Operational and Revenue Pro Forma
- Cost analysis and project cost estimates

[illegible]

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Perkins&Will

475 Lincoln Street, Suite 100, Denver, CO 80203 / tel: 303.308.0200 / john.slack@perkinswill.com

We believe that design has the power to make the world a better, more beautiful place. That’s why clients and communities on nearly every continent partner with us to design healthy, happy places in which to live, learn, work, play, and heal. We’re passionate about human-centered design, and committed to creating a positive impact in people’s lives through sustainability, resilience, well-being, diversity, inclusion, and research. In fact, Fast Company named us one of the World’s Most Innovative Companies in Architecture. Our global team of creative and critical thinkers provides integrated services in architecture, interior design, landscape architecture, and more.

Founded in
1935

Studios
25

Total Staff
2300+

Brands that Matter, 2021

Recognized for championing sustainability, resilience, regeneration, social equity, and well-being through our Living Design Framework

Fast Company

#2

Architecture Firm, 2021

Architectural Record and Interior Design Magazine



Areas of Practice

- Branded Environments
- Civic and Cultural
- Corporate and Commercial
- Corporate Interiors
- Health
- Higher Education
- Hospitality
- K-12 Education
- Landscape Architecture
- Planning and Strategies
- Science and Technology
- Sports, Recreation, and Entertainment
- Transportation
- Urban Design

Our Studio Partnership

The Sports and Recreation Practice, a core group of approximately 100 architects, interior designers, and planners, has built upon Perkins&Will’s strengths to develop an interdisciplinary approach that encompasses the big picture of community sports planning and design. Our Minneapolis studio is fueled by curiosity, possibility, and making the world a better place. We are no stranger to asking questions, taking risks, and experimentation; we have collectively incubated ideas that have transformed into industry-changing standards, policies, master plans, environments, and buildings that are creating a more resilient, equitable, and sustainable future.

Chris Kastelic, AIA, LEED AP®

Principal in Charge



Chris has been involved in community recreation projects of all size and shape for the past 25 years. He is an expert in immersing himself into the DNA of a community to understand the wants, needs and opportunities that each building will serve. Be it a modern facility serving young professionals and city dwellers in an urban setting or a rural building that has to be something to everyone in a community of limited amenities, he has spent his career designing community assets that become the heart of community activity. He is passionate about the design details that make a recreation center the right fit for the community it serves. Chris’ outstanding programming, planning and design skills will be a valuable asset to the project team. Chris has been the recipient of numerous design awards for sport, recreation and community center projects.

Years with the Firm: 27 years

Education: Bachelor of Architecture | University of Arizona

Licensure (Registered Architect): Arizona, Colorado, Florida, Michigan, New Jersey, Wyoming

Project Experience

- Minneapolis Parks & Recreation
Cedar-Riverside Recreation Centers Predesign
Minneapolis, Minnesota
- South Suburban Park and Recreation District
South Suburban Sports Complex
Highlands Ranch, Colorado
- City of Louisville
Recreation Center Expansion & Memory Square Pool Improvements
Louisville, Colorado
- City of Williston
Area Recreation Center
Williston, North Dakota
- City of Commerce City
Bison Ridge Recreation Center
Commerce City, Colorado
- City of West Lafayette
Wellness Center
West Lafayette, Indiana
- City of Grand Junction
Recreation Center Feasibility Study
Grand Junction, Colorado

John Slack, PLA, OALA, ASLA, LEED AP® ND, RELI AP

Program Lead / Community Engagement Facilitator



Having traveled to every US state except Alaska with his military family, John grew fascinated by how people use urban spaces, and how buildings interface with them. As an urban designer and landscape architect, John’s work is influenced by his love for nature, art, and design, as well as his Japanese culture, which was bestowed upon him by his mother. His admiration for the minimalistic characteristics of historic Japanese sites is reflected in his design process, where he carefully considers how to scale back a design. With rigor and dedication, he seeks to simplify and clarify. A long-term mentor with ULI and city volunteer, John seeks to serve his broader community and believes in the strength of the relationships to get things accomplished. He knows he’s successfully engaged his audience when he starts to see a shift in their mindset - from ‘we can’t’ to ‘I hadn’t considered that before.’

Years with the Firm: 7 years

Education: Bachelor of Science, Landscape Architecture | University of Wisconsin, Madison

Licensure (Registered Landscape Architect): Minnesota, South Dakota, North Dakota, Wisconsin, Michigan

Project Experience

- Minneapolis Parks & Recreation
Cedar-Riverside Recreation Centers Predesign
Minneapolis, Minnesota
- City of Coon Rapids
Community Center/Ice Arena
Coon Rapids, Minnesota
- City of Minneapolis
The Consolidated Office Building Pre-Design, and Resilience Framework
Minneapolis, Minnesota
- City of Minneapolis
Second Street Green Infrastructure Project
Minneapolis, Minnesota
- City of Faribault
- Faribault Downtown Master Plan
- Parks and Open Spaces Master Plan
Faribault, Minnesota
- City of Minneapolis
Resilience Plan
Minneapolis, Minnesota

Mira Theisen, AIA, LEED AP®, FITWEL Ambassador

Project Manager



Mira is a Senior Project Manager and a licensed architect, achieving her LEEP AP and Fitwel certifications as part of her interest in sustainable design, healthy living environments and systems performance. As a Project Manager, Mira is dedicated to transparent, collaborative and clear project team communications throughout all project phases. Her extensive project management experience, focus on client service, and attention to detail are hallmarks of Mira’s approach to each and every project. She has specialized in the planning and design of Sports and Recreation projects for over 25 years.

Years with the Firm: 26 years

Education: Master of Architecture, Historic Preservation | University of Illinois
Bachelor of Environmental Design | University of Colorado

Licensure (Registered Architect): Colorado

Project Experience

South Suburban Park and Recreation District

South Suburban Sports Complex
Highlands Ranch, Colorado

City of Medford

Rogue Credit Union Sports Complex
Medford, Oregon

Town of Breckenridge

Recreation Center Renovation
Breckenridge, Colorado

Foothills Park and Recreation District

Pool Renovations
Littleton, Colorado

Apex Park and Recreation District

Apex Tennis Center
Arvada, Colorado

Aurora Highlands

Indoor Water Park
Aurora, Colorado

Kathryn Watson, AIA, LEED AP®

Project Architect



Kathryn is a licensed architect with a decade of experience designing innovative sustainable buildings in the public and education sectors. She has been an integral team member on numerous projects through programming, design and construction documentation. She is knowledgeable in sustainable practice and executing an integrated design process. Through master planning, architecture, and community engagement, her work amplifies the missions of clients and organizations in cultivating learning and discovery and fostering the next generation of engaged citizens and environmental stewards.

Years with the Firm: 10 years

Education: Master of Architecture | University of Oregon
Bachelor of Arts, Architecture | University of Minnesota

Licensure (Registered Architect): Minnesota

Project Experience

Minneapolis Parks & Recreation

Cedar-Riverside Recreation Centers Predesign
Minneapolis, Minnesota

Capella Tower

Commercial Lobby Renovation
Minneapolis, Minnesota

City of Kenosha

Downtown Master Plan
New City Hall
Kenosha, Wisconsin

Minneapolis Parks & Recreation

Northeast Recreation Center Building
Minneapolis, Minnesota

Great River Energy

Office Headquarters
Maple Grove, Minnesota

Land O'Lakes

Headquarters Renovation + Expansion
Minneapolis, Minnesota

Microsoft

Office Campus Expansion
Fargo, North Dakota

Walker Consultants

Role: Traffic / Parking / Transportation Consultant

The transportation and parking professionals within Walker’s Planning and Operations & Technology group share their expertise with our clients. Walker’s work has supported \$3 billion in parking financing, by providing clients with thorough analyses to demonstrate the project’s merit to institutions and investors. Planners and engineers at Walker led the effort to update the ULI (Urban Land Institute) and ICSC (International Council of Shopping Centers) shared parking model, the recognized industry standard. For thousands of clients, we have evaluated their parking and transportation systems, developing customized, implementable solutions.

Project Experience

Avivo Campus Master Planning Minneapolis, MN

Gracco Campus Master Planning Minneapolis, MN

LA Metro Los Angeles, CA

North Central Texas Council of Governments Parking Garage & Transportation Facility Interface Study
Arlington, TX

Del Mar Plaza Del Mar, CA

BKBM Engineers

Role: Structural & Civil Engineer

We are an award-winning, multi-discipline engineering firm with a 50+ year reputation for innovative design solutions and proactive project management. The relationships we cultivate with clients across our Minneapolis headquarters and our Denver office are built on a collaborative, value-driven approach to ensure passion and creativity are infused into every project. In projects for public and private clients we design structural, civil, and restoration solutions spanning from design of new construction to condition assessments, structural forensic investigations, conceptual planning, and feasibility studies.

Project Experience

Chaska Event and Curling Center Chaska, MN

Shoreview Community Center Addition and Remodel
Shoreview, MN

Hyland Hills Ski Chalet Bloomington, MN

Maple Grove Community Center Maple Grove, MN

Plymouth Activity Center Plymouth, MN

Michaud Cooley Erickson

Role: Mechanical, Electrical, Plumbing Engineer

Working closely with our clients, we plan for campus growth and identify needs for plant and utility upgrades. Our portfolio includes a full range of engineering services to keep campuses running efficiently. The consultant you choose for campus infrastructure work has to be capable of looking at the ‘big picture’ as well as focusing on the details of every moving part. The scale and complexity of the campus infrastructure sets it apart from any other application of MEP systems.

Project Experience

Bell Museum of Natural History St. Paul, MN

North End Event Center St. Paul, MN

Boy Scouts of America Fort Snelling, MN

Guthrie Theatre Minneapolis, MN

Mystic Lake Casino Prior Lake, MN

Ballard*King

Role: Operations and Market Analyst

Ballard*King & Associates (B*K) has completed over 600 feasibility studies across the United States for a variety of recreation facilities. Of these over 125 recreation facilities are up and operating around the country. In addition, B*K has completed studies for over 25 different projects in in the Twin Cities with 8 recreation facilities opened. Below are a select number of projects that B*K has been involved with in the Twin Cities area.

Project Experience

City of Shakopee Community Center Shakopee, MN

City of Eagan Eagan, MN

City of Minnetonka Minnetonka, MN

Bloomington Community Center Study Bloomington, MN

Brooklyn Park Aquatic Study Brooklyn Park, MN

South Suburban Parks and Recreation, Fieldhouse & Ice Arena

Centennial, Colorado

Client: South Suburban Parks and Recreation
Cost: \$55.8 million
Project Chronology: 2017-2021
Reference: Melissa Reese-Thacker, ASLA, PLA, Planning Manager, South Suburban Parks and Recreation
303.483.7023, melissar@ssprd.org

The South Suburban Parks and Recreation District has successfully provided recreational opportunities to six cities spanning three counties for decades. In an effort to consolidate some of the large sport programs into a single facility, the District conceived the Recreation Complex. A large fieldhouse containing indoor basketball courts, three ice rinks, and indoor turf area large enough for two fields and other recreational amenities. The District was so invested in this new facility, they also chose to move their administrative operations to the new building.

The building is situated on a large site along County Line Road with nearly 50' of slope. The dramatic siting of the building and its immense size are a beacon of indoor sport and recreation to residents of the District. Through thoughtful, efficient planning, the over 200,000 square feet of space flows effortlessly with lounge and viewing areas, a restaurant and bar and ample area for participants, families and spectators to gather.

The flagship of the District's facilities, the Recreation Complex will continue to provide state-of-the-art sport programs to residents for generations to come.



South Suburban Parks and Recreation, Fieldhouse & Ice Arena



City of Louisville, Recreation & Senior Center Renovation and Expansion

Louisville, Colorado

Client: City of Louisville

Cost: \$28.5 million

Project Chronology: 2015-2018

Reference: Kathy Martin, Recreation Supervisor, City of Louisville, 303.335.4903, kathym@louisvilleco.gov

The aging Louisville Recreation and Senior Center has served the residents of Louisville and surrounding communities for over 25 years, but was in need of upgrades and expansion to continue to accommodate demand and quality programs. Perkins&Will completed an in-depth feasibility study for expansion and renovation of the Recreation & Senior Center and the Memory Square Pool. The study included extensive public outreach, open houses, community-wide surveys, and regular meetings with the project Task Force and recreation staff.

The process led to the development of a significant addition and renovation to the current center which includes a new leisure pool, lesson/exercise/lap pool, fitness center with group exercise studios, a turf gym, new preschool and indoor playground, and extensive renovation and addition to the senior center including lounge, meetings rooms, game room, and a new catering kitchen.

We provided building and site plans, operational and revenue analysis, cost estimates and conceptual design of the consensus design. We also developed extensive interior and exterior illustrations of the building for use in marketing and the election campaign.



7A Recommend Consultant for the...

City of Louisville, Recreation & Senior Center Renovation and Expansion



Packet Page 66 of 73

Williston Parks & Recreation District, Area Recreation Center

Williston, North Dakota

Client: Williston Parks & Recreation District
Cost: \$70 million
Project Chronology: 2010-2014
Reference: Darin Krueger, Director
Williston Parks & Recreation, 701.770.8801,
dkruegerwillistonparks@yahoo.com

The 240,000 s.f. Williston Area Recreation Center (ARC), is the largest parks district-owned rec center in the nation and offers a wide variety of amenities to the public.

The main entrance, set in the center of the first floor, houses a fireplace and a lounge area that includes a glass window facade overlooking the pool area. The first floor also house a four court 26,895 s.f. tennis area. The largest area within the ARC combines four basketball courts and the 200-meter competition track, set in the 56,373-square-foot, 4 basketball court multi-use space. Another area includes a 40- by 60-yard indoor turf fieldhouse. The space allows teams to play soccer, football and athletic activities during the winter. It also houses two dedicated and four retractable batting cages for baseball enthusiasts.

The natatorium contains a fifty meter competition pool with bleacher seating capable of hosting state meets. The pool area also features a water park and “flow rider” wave simulator where visitors can enjoy wake boarding with the comfort of lifeguards on duty. This area includes a whirl pool and the “Lazy River Slide” for kids. Visitors can enjoy the four-foot-deep instructional and exercise pool.



Williston Parks & Recreation District, Area Recreation Center



	Perkins&Will		Jeff King Ballard*King		Walker Consultants traffic		BKBM Engineers Civil		Michaud Cooley Erickson Mech, Plumb, Elec		TOTAL COSTS
DESCRIPTION OF SERVICES	HRS	SUBTOTAL	HRS	SUBTOTAL	HRS	SUBTOTAL	HRS	SUBTOTAL	HRS	SUBTOTAL	
Phase 1: Discovery											
- Review existing studies, reports and assessments	4	\$890	1	\$180	0	\$0	0	\$0	0	\$0	\$1,070
- Existing conditions analysis - Community Center	30	\$5,080	0	\$0	0	\$0	0	\$0	0	\$20,000	\$25,080
- Site Analysis	12	\$2,520	0	\$0	0	\$0	0	\$4,500	0	\$0	\$7,020
- Community Outreach - (I) Open House	14	\$2,760	0	\$0	0	\$0	0	\$0	0	\$0	\$2,760
- Community Outreach - (IO) Focus Group Meetings	20	\$4,450	5	\$950	0	\$0	0	\$0	0	\$0	\$5,400
- Community Outreach - create and manage project website	10	\$1,800	0	\$0	0	\$0	0	\$0	0	\$0	\$1,800
- Market Study, Existing Programming and Gap Analysis	8	\$2,400	14	\$2,100	0	\$0	0	\$0	0	\$0	\$4,500
- Statistically valid community survey (by ETC Institute)	2	\$600	0	\$12,000	0	\$0	0	\$0	0	\$0	\$12,600
- Advisory Committee meetings (3)	20	\$4,450	2	\$300	0	\$0	0	\$0	0	\$0	\$4,750
Subtotal Phase 1	120	\$24,950	22	\$15,530	0	\$0	0	\$4,500	0	\$20,000	\$64,980
Phase 2 - Bldg Ideas											
- Develop draft program opportunities	28	\$6,160	32	\$6,080	0	\$0	0	\$0	0	\$0	\$12,240
- Develop master plan concept alternates (3)	32	\$8,400	0	\$0	0	\$0	0	\$0	0	\$0	\$8,400
- Develop site complex master concepts	18	\$4,820	0	\$0	0	\$0	0	\$0	0	\$0	\$4,820
- Community Outreach - (I) Open House	10	\$2,160	0	\$0	0	\$0	0	\$0	0	\$0	\$2,160
- Joint Recreation Advisory Board/City Council meeting	8	\$1,780	0	\$0	0	\$0	0	\$0	0	\$0	\$1,780
- Advisory Committee meetings (2)	16	\$3,560	0	\$0	0	\$0	0	\$0	0	\$0	\$3,560
Subtotal Phase 2	112	\$26,880	32	\$6,080	0	\$0	0	\$0	0	\$0	\$32,960
Phase3 - Making Decisions											
- Refine consensus master plan concept	18	\$3,980	0	\$0	0	\$0	0	\$0	0	\$0	\$3,980
- Exterior improvement descriptions and illustrations	32	\$5,480	0	\$0	0	\$0	0	\$0	0	\$0	\$5,480
- Develop final operational cost and revenue analysis	0	\$0	48	\$9,120	0	\$0	0	\$0	0	\$0	\$9,120
- Traffic analysis, parking assessment and narrative	0	\$0	0	\$0	0	\$6,000	0	\$0	0	\$0	\$6,000
- Cost Estimating	64	\$9,800	0	\$0	0	\$0	0	\$0	0	\$0	\$9,800
- Advisory Committee meetings (1)	8	\$1,780	2	\$380	0	\$0	0	\$0	0	\$0	\$2,160
Subtotal Phase3	122	\$21,040	50	\$9,500	0	\$6,000	0	\$0	0	\$0	\$36,540
Phase 4: Recommendations and Final Master Plan Report											
- Draft Master Plan Report	32	\$8,560	0	\$0	0	\$0	0	\$0	0	\$0	\$8,560
- Present draft report to Recreation Advisory Board/City Council	6	\$1,680	0	\$0	0	\$0	0	\$0	0	\$0	\$1,680
- Final Master Plan Report	20	\$5,080	0	\$0	0	\$0	0	\$0	0	\$0	\$5,080
Subtotal Phase 4	58	\$15,320	0	\$ -	0	\$ -	0	\$ -	0	\$0	\$15,320
Reimbursable Expenses		\$7,500		\$ 1,500							\$9,000
TOTAL	412	\$ 88,190	104	\$31,110	\$ 6,000	\$ 4,500	\$20,000	\$158,800			

Hourly Rates

Perkins&Will

Principal: \$300/hr

Planning Principal: \$240/hr

Sr. Project Manager: \$200/hr

Project Architect: \$150/hr

Walker Consultants

Parking and Mobility Planning: \$220/hr

Transportation Consultant: \$255/hr

BKBM Engineers

Principal: \$275/hr

Michaud Cooley Erickson

Principal: \$250/hr

Mechanical Engineer: \$250/hr

Electrical Engineer: \$165/hr

Lighting Design: \$200/hr

Engineering Modeling: \$140/hr

Fire Protection Engineer: \$200/hr

Technology Systems: \$200/hr

Ballard*King

Principal: \$190/hr

STAFF REPORT

CHASKA PARKS AND RECREATION COMMISSION

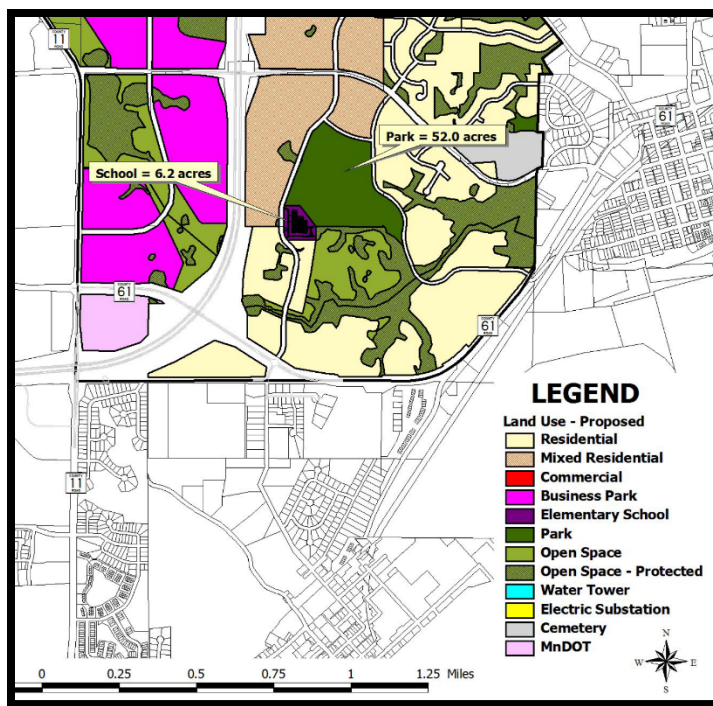
FEBRUARY 8th, 2022

Subject: Frenz and Worm Properties-Concept Plan

Prepared By: Marshall Grange, Parks and Recreation Director

BACKGROUND

In 2017, a purchase agreement was executed to purchase the future collector road right-of-way (ROW) for the extension of Savanna Way southward from the roundabout at Big Woods Boulevard, community park and elementary school areas from the Holasek family. The City currently owns the ROW (~6 acres) and future community park acreage (~52 acres), while Eastern Carver County Schools owns the future elementary school acreage (~6). The ROW purchased terminates at the school district's property, but will eventually need to continue southward connecting with County Road 61. See below.



(exhibit used in 2017 Purchase Agreement)

We will be reviewing a concept plan proposal that abuts south side of the park and school property and that would be served by extending the Savanna Way collector road from the school property southward to County Road 61. The property proposed for development includes areas on the above exhibit designated as Open Space and Open Space – Protected. The property proposed for development is currently owned by the Frenz family and the Worm family, with the proposal being from Forestar Group. The Parks and Recreation Commission's task is to review the residential concept plan and provide feedback and/or determine follow-up questions as it relates to the adjacent park and open space areas to assist with the Planning Commission and City Council's review of the plan.

Forestar Group Inc. is a residential lot development company with operations in 55 markets in 23 states and is a majority-owned subsidiary of D.R. Horton, Inc., the largest homebuilder by volume in the United States since 2002. The developer has explained that although D.R. Horton may be the builder for this development, the group may work with other builders as well and this decision has not yet been made.

Trails, Sidewalks & Access into the Bluff Areas

The property includes a significant area of Big Woods remnant and wooded steep slope bluffs on the easterly side that the developer is working with the City to preserve through a combination of acquisition and dedication. The Big Woods remnant is adjacent to the City owned future community park property to the south and the school district owned future elementary school property to the north. The wooded steep slope area generally creates a southern boundary to the Big Woods remnant. Trail access for the proposed neighborhood development to this area will be critical to encourage and facilitate safe and meaningful access to the preserved Big Woods area that is programmed for public open space. While the concept plan does not currently show any trail access points to this area, this will need to be defined as part of the preliminary approval process.

The concept plan does not clearly articulate sidewalks throughout the development or connecting to future developable areas. The developer will be required to provide sidewalks on both sides of the streets up to the bulbs of cul de sacs per City policy.

Screening, Landscaping & Tree Preservation

This development abuts Trunk Highway 212 and County Road 61 and includes a collector road through the center. The preliminary submittal will need to address how these edges interact. Specifically, the developer will need to articulate how the neighborhood's edge is defined from the streetscape by incorporating adequate landscaping and screening elements. Additionally, the applicant will need to work with MNDOT to conduct a noise study to identify the appropriate treatment to apply along the Trunk Highway 212 boarder necessary to address any findings of that study.

Trees will be required in the boulevard to meet the City's Boulevard Tree Policy. It should be noted that the boulevard is the area between the sidewalk and the street. It will be required that boulevard trees are extended throughout all boulevards to meet the policy.

Although tree areas are minimal in the areas proposed for development on this site, Tree Preservation will still be an important piece of discussion for this development, specifically along areas where bluffs

are present, and areas adjacent and encroaching into the Big Woods remnant. The concept plan is proposing to preserve much of the Big Woods remnant area and wooded steep slopes, however staff will want to see that on a Tree Preservation plan to ensure that is the case. There are also a couple scatterings of oaks and other trees near the central south edge and along County Road 61 and near the middle portion of the Savanna Way extension. The applicant will need to provide a tree survey and tree preservation plan during their preliminary submittal to show how they are preserving trees on the site.

Parkland

The Concept Plan identifies approximately 48.1 acres of Big Woods remnant and wooded steep slopes areas on the site. The City is working with the developer to preserve these areas through a combination of dedication and City acquisition. The City's steep slopes ordinance will apply to this area. While the Concept Plan identifies 5.9 acres of steep slope, the developer will need to work with staff to delineate the steep slope edges on the site to make a final determination of the total area. The Concept Plan identifies one area for public parkland totaling 10 acres to the north of the Big Woods remnant that would contribute to the planned community park to the north and serve to preserve a portion of the Big Woods remnant area. This area needs to be further refined and studied to determine steep slope areas and wetlands that will be accounted for in determining the final boundary of this area.

The developer has expressed willingness to enter into a letter of intent with the City for the remaining Big Woods remnant area that would enable the City to purchase and preserve the Big Woods over time as funds are secured through grants and other sources. The letter of intent will need to be drafted and included in the preliminary submission.

A neighborhood park is not identified in this area due to its proximity to the planned community park which will serve the neighborhood's recreational needs.

Parkland credit can be given for any public park space that the City accepts. Parkland credit will not be given for the bluff areas, wetlands, stormwater ponds, right of way, or land area deemed undevelopable that are dedicated to the City.

Regional Context



Concept Sketch

