



Watertown Planning Commission Minutes

Donald Hendricks
Elizabeth Schulze
Jennifer O'Connell
James Rivord
Jim Sandquist
Jim Kasheimer
Ali Parsons-Towle
Dan Schuette-Council Liaison

1/28/2021 - Minutes

1. Call To Order & Roll Call:

Chairman Jim Rivord called the Watertown Planning Commission meeting to order at 6:34 p.m. on Thursday, January 28, 2021. Commission Members present via Zoom: Donald Hendricks, Jennifer O'Connell, Jim Sandquist, Jim Kasheimer, Elizabeth Schulze, Ali Parsons Towle and Chairman James Rivord. City Staff present: City Administrator Shane Fineran, Councilman Dan Schuette, Planning Consultant Mark Kaltsas, Deputy Clerk-Treasurer Christine Dammann & Scott Dornfeld Building Official. Others present were community members: Jay Roos-Paxmar Development, Shelby Holmes, Hunter Feldt, Christopher Rear, Lance Wetter, Chris Vogel, Christopher Ghormley, Theresa Kantorowicz, Laura Detzler, Sherry Stovern & David Laube.

Shane Fineran read a statement regarding conducting the meeting via Zoom: Please note that, pursuant to the authority provided by Minn. Stat. Sec. 13D.021, subd. 1(1), the City Administrator and the City Attorney have determined that in-person meetings of the Planning Commission are not practical or prudent due to the COVID-19 public health pandemic and the declared national, state, and local emergencies. Further, the City Administrator and the City Attorney have determined that it is not feasible nor practical or prudent due to the health pandemic to have members of the public, city staff, or members of the Planning Commission in attendance at the regular meeting location. Meetings of the Commission will be conducted by electronic or telephonic means. Under Minn. Stat. Sec. 13D.021, subd. 3, to the extent practical and possible, the Planning Commission will allow individuals to monitor the meeting electronically as provided below:

Meeting Link: https://us02web.zoom.us/webinar/register/WN_6lvlum1NRcCSrjrjaQPxgQ Meeting ID: 825 1183 2488

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2. Adopt Agenda:

HENDRICKS MOVED AND KASHEIMER SECONDED TO ADOPT THE AGENDA AS PRESENTED; ROLL CALL VOTE; MOTION CARRIED 7-0.

3. New Business

3.A. December 17, 2020 Meeting Minutes

PARSONS-TOWLE MOVED AND O"O'CONNELL SECONDED A MOTION TO ADOPT THE DECEMBER 17, 2020 MINUTES AS PROVIDED; ROLL CALL VOTE; MOTION CARRIED 7-0.

3.B. Commission Chair Position Selections

KASHEIMER MOTIONED TO RENOMINATE CURRENT CHAIRMAN JAMES RIVORD AS 2021 PLANNING COMMISSION CHAIRMAN AND O'CONNELL SECONDED; ROLL CALL VOTE: MOTION CARRIED 7-0.

RIVORD MOTIONED TO NOMINATE PARSONS-TOWLE FOR THE 2021 PLANNING COMMISSION VICE CHAIRPERSON AND HENDRICKS SECONDED; ROLL CALL VOTE: MOTION CARRIED 7-0.

3.C. Riverpointe Replat And Site Plan

Request: WW2, LLC, (Applicant/Owner) requests that the City consider the following actions for the property located along the west side of Riverpointe Road and further identified as (PID No's. 853980030, 853980040, 853980050, 853980060):

A. Site Plan Review for the replat of four parcels located within the Riverpointe Development. The proposed replat will convert four (4) six-plex buildings into four (4) 4-unit townhome buildings.

B. Preliminary Plat to allow the replat of the four parcels from six-plex lots into the proposed townhome lots.

C. Final Plat to allow the replat of the four parcels from six-plex lots into the proposed townhome lots.

As per Kaltsas' overview of the project; the applicant would like the City to consider repurposing a portion of the subject property to allow the construction of attached townhomes rather than back-to-back six-plex units as originally approved. The property known as Riverpointe was initially developed in 2006-2007. The property was originally platted and designed to accommodate 26 attached twin homes, 8 attached townhomes and 24 back-to-back attached townhomes (in 4 buildings). All requisite infrastructure (roads, sidewalks, utilities) initially planned for the development has been installed. Due to a change in the market, the applicant is requesting to convert the remaining 4 - six plex (back-to-back) units to attached townhomes (4-unit building). The proposed change would reduce the total number of units in this portion of the development from 24 units to 16 units. See the packet overview for complete information.

Hendricks questioned if 2 homes should face South and 2 face North to get a larger green space for a friendly neighborhood feel. Sandquist questioned if this would be an additional HOA Association; Kaltsas advised that it would fall under one of the current associations.

3.D. Public Hearing:

Chairman Rivord closed the regular meeting and opened the Public Hearing at 7:04 p.m.. Paxmar's Jay Roos addressed the Commission stating that all of Paxmar's new units will be under one of the existing two HOA associations; all units will be similar to what is already there. They did consider facing some units North and some South, as for Hendrick's inquiry, however, they decided to face all the same to utilize existing service stubs and driveways. Mr. Roos stated that Paxmar does indeed plan to do a tree count to adhere to the Landscaping plan on the original plat, but are open to staff suggestions if they feel trees need to be moved.

Members of the Community voiced their opinions on the replat:

There were three email concerns sent to staff and were included in the meeting packet. A few

community members voiced their concern over the replat.

David Laube stated that he liked the look of the 4 plexes.

Lance Welter questioned if there could be a buffer between the existing 6 plex and the southern most proposed 4 plex since they will be different HOA'S.

Shelley Holmes wants to know if street access that is on their property would be the HOA Association or Paxmar's responsibility; Mr. Roos advised that would fall on the Association. Sherry Stovern questioned that if it does fall on Association would there be a replat. Kaltsas said staff will review before it goes to Council.

Chairman Rivord Closed the Public Hearing at 7:28 p.m..

Discussion took place among Commission members. Kasheimer noted that a tree buffer may be a good idea for Paxmar and the City to look into as it would give some definition between HOA Associations. Schulze too thought the buffer was necessary as the two associations have very different looks, it would be added landscaping and give a clear break for snow plows and other maintenance items.

SCHULZE MOVED A MOTION TO RECOMMEND TO THE CITY COUNCIL TO APPROVE THE PLANS LAID OUT BY THE DEVELOPER WITH THE ADDITION OF A TREE BUFFER BETWEEN THE 6 PLEX AND 4 PLEX PROPERTIES, THE HOA MAINTENANCE OF THE SHARED DRIVEWAY AND WITH THE RECOMMENDATIONS OUTLINED IN THE STAFF REPORT, HENDRICK'S SECONDED THE MOTION; ROLL CALL VOTE; MOTION CARRIED 7-0.

The replat will hopefully go before the City Council in a February meeting.

3.E. Watertown-Mayer High School Stadium Site Plan

Request: Anderson-Johnson Associates, Inc. (Applicant) and Watertown-Mayer High School (Owner) request that the City consider the following action for the property located at 1001 HWY 25 NW (PID No. 850050600) in the City of Watertown:

A. Site Plan Review for the proposed expansion and redevelopment of the athletic stadium and associated site improvements.

Kaltsas gave an overview of the request; the applicant approached the City about the proposed renovation of the existing athletic stadium located on the High School property. WM High School is proposing to renovate the stadium field (adding turf), the surrounding track area, the home bleachers and press box, associated stormwater pond, landscaping and stadium lighting. The renovation project requires site plan review by the City.

The City has reviewed and discussed many aspects of the site plan requirements and site layout with the applicant prior to their official submittal. As a result, the majority of the proposed plans have been found to meet applicable requirements. Based on the submittal, the City completed a detailed review of the proposed site plan.

Kaltsas did want to note that existing sewer lines run under the stadium field; these lines were designed for new development West of the School. The City is asking that the current sewer easement remain. Stormwater will be added for proper drainage.

Schulze noted that there is considerable tree coverage in that area and notes that quite a few are proposed to be taken out. Schulze would like to make sure that enough trees are replaced to maintain the current atmosphere. Kaltsas stated he believed that will be addressed.

Kasheimer noted that he believed that current drainage issues need to be addressed.

Chairman Rivord closed the regular meeting and opened the Public Hearing at 8:03 p.m..Chris Ghormley; Civil engineer working on the project, wanted to address the Commission on drainage. Ghormley stated that the area is not in the floodway but in the 500 year flood plan. A very robust drainage system will be going in and he believes that drainage will be more than sufficient in the area now.

Christopher Rear; a project manager with ICS stated that all the areas of the facility will be upgraded including sanitary & drainage.

Chairman Rivord Closed the Public Hearing at 8:10 p.m.. Discussion took place among Commission Members.

KASHEIMER MOVED A MOTION TO RECOMMEND TO THE CITY COUNCIL TO APPROVE THE SITE PLAN REVIEW AS PRESENTED AND SEND TO COUNCIL WITH THE RECOMMENDATIONS OUTLINED IN THE STAFF REPORT, O'CONNELL SECONDED THE MOTION; ROLL CALL VOTE; MOTION CARRIED 7-0.

4. Staff Updates:

The City has been continuously busy with building. The Commission will have multiple new items coming to them in the months ahead.

Our next Planning Commission meeting will be on Thursday, February 25, 2021.

5. Adjournment:

There being no further business;

KASHEIMER MOVED AND HENDRICKS SECONDED A MOTION TO ADJOURN; ROLL CALL VOTE: MOTION CARRIED 7-0.

The Planning Commission meeting was adjourned at 8:25 p.m.

Chairman; James Rivord

City Administrator; Shane Fineran

309 Lewis Avenue South; P.O. Box 279, Watertown, MN 55388