



## Watertown Planning Commission Minutes

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

5/26/2022 - Minutes

1. Call To Order & Roll Call:

Chairman Jim Kasheimer called the Watertown Planning Commission meeting to order at 6:30 p.m. on Thursday, May 26, 2022. Commission Members present: Donald Hendricks, Jennifer O'Connell, Jim Sandquist, James Rivord and Chairman Jim Kasheimer; absent: Ali Parsons Towle, Elizabeth Schulze and Councilman Dan Schuette. City Staff present: Planning Consultant Mark Kaltsas, City Administrator Jake Foster and Deputy Clerk-Treasurer Christine Dammann. Others present were community members: Roger & Millie Mueller, Parker Smith, Don Johnson, Laura Detzler, Don Hardy, Chris Vogel, Jim Buras, Paul Otto, Allan Chadwich, Rob Berg.

2. Adopt Agenda:

**HENDRICKS MOVED AND RIVORD SECONDED TO ADOPT THE AGENDA AS PRESENTED; MOTION CARRIED 5-0.**

2.A. Approve Minutes From February 24, 2022

**SANDQUIST MOVED AND HENDRICKS SECONDED TO ADOPT THE MINUTES AS PRESENTED; MOTION CARRIED 5-0.**

3. New Business

3.A. 702 Angel Ave. SW – Request For Variance

As per Kaltsas' overview of the project; the applicant reached out to the City about the possibility of constructing a detached accessory garage on the subject property. It was noted that there is currently no garage on the property. The applicant discussed applicable setbacks and possible locations with the City and ultimately determined that a variance would be needed to locate a detached garage on the property. This property is unique in that it is triangular shaped with limited available buildable area. The property also abuts that Luce Line Trail and the grade drops off significantly to the east side. This property previously had an existing garage that was located to the south of the existing house, partially within the City's right of way. The existing concrete floor is still located in this location.

The applicant is proposing to construct a 720 square foot accessory structure on the property. The property is located in the R-2 zoning district. In this area, it is common for a property to have a detached accessory garage with no attached garage. The applicant is proposing to access the new structure from Angel Ave. in approximately the same location as the existing driveway.

**Chairman Kasheimer closed the regular meeting and opened the Public Hearing at 6:41 p.m..**

No members of the public came forth.

**Chairman Kasheimer Closed the Public Hearing at 6:42 p.m..**

Discussion took place among Commission Members. Hendricks advised that this road used to be a gravel road and that the lot is indeed an irregular shape. Rivord stated that this would be a good variance to grant.

**HENDRICKS MOVED A MOTION TO RECOMMEND TO THE CITY COUNCIL TO APPROVE THE VARIANCE WITH ALL RECOMMENDATIONS SET FORTH IN TONIGHT'S PACKET; RIVORD SECONDED THE MOTION; MOTION CARRIED 5-0.**

This item will be presented to Council at the June 14, 2022 Council Meeting.

### 3.B. Site Plan Review For Watertown-Mayer Schools Projects

As per Kaltsas' overview of the project; Watertown-Mayer Public Schools requests that the City consider the following action for the properties located at 313 Angel Ave NW and 1001 Hwy 25 NW in Watertown, MN: a Site Plan Review to consider changes to parking spaces located along State Street NW at the Community Learning Center and to construct a new loop road north of the High School that will connect to Quarry Ave.

The applicant approached the City about several modifications that the School District was interested in making to both the High School campus and the Community Learning Center. The City determined that the improvements should be reviewed by the Planning Commission and City Council and allow an opportunity for public comment. The City has a site plan review process for commercial site modifications that is applicable.

The first improvement considered is to MS/HS. WM Schools is proposing to add parking and an additional access driveway to the HS/MS in order to better access the north athletic fields. This site modification would add 48 parking stalls and provide a northern access driveway. The new northern access road would run east/west and connect to Quarry Ave. The proposed road connection to Quarry

would correspond with the Township reconstruction project. The second improvement considered is to the Community Learning Center. WM Schools is proposing to add ninety-degree pull-off parking along State St. NW. The parking spaces would provide off-street parking to the south entrance to the CLC. This area has an existing landscape space and hard surfacing along with access walkways. The proposed improvements would rearrange the access walks, remove the existing bituminous hard surfacing, and add new parking spaces. A total of 13 parking spaces (2 accessible) would be added with this project.

Kaltsas advised that he was informed before the meeting that the school was tabling the Community Learning Center portion of this packet because of budget concerns and would move forth with those plans at a different date.

The Planning Commission is being asked to consider whether the proposed redevelopment of these portions of both properties is in keeping with the requirements and intent of the P-2 zoning district and other applicable standards of the City. The City has provided several comments which will require potential revisions based on the Planning Commission consideration and discussion. Based on the information presented in this report, staff is seeking further direction from the Planning Commission relating to the requested site plan review to allow the proposed site enhancements.

**Chairman Kasheimer closed the regular meeting and opened the Public Hearing at 7:01 p.m..**

Roger Mueller, of 13857 Common Street SE, would like to know where exactly the proposed loop will connect to Quarry Ave. Kaltsas advised that the loop will be mid-line on school property, lining up with the field just north of the Middle School.

City Administrator, Jake Foster advised that he did receive one written communication prior to the meeting from Ken Anderson, who resides at 213 Westminster Ave. Mr. Anderson brought forth concerns over plowing, parking restrictions & a flashing light stop sign.

**Chairman Kasheimer Closed the Public Hearing at 7:07 p.m..**

Discussion took place among Commission Members; Rivord wondered if any of the current hydrants would be removed; Kaltsas advised yes. Rivord also questioned if the road will be wide enough for two cars to meet; Kaltsas advised that it would be. Sandquist added that he knew that the parking changes at the Community Learning Center were for senior citizens to be able to park closer to the doors they have to use to enter the building. The main doors are designated for the daycare/school and are not available for use by the general public due to safety concerns.

School personnel advised that they will need approximately 3-5 years to do the Community Learning parking due to budget concerns but were wondering if they could get approval now so that they do not have to come back when they are ready to proceed.

**RIVORD MOVED A MOTION TO RECOMMEND TO THE CITY COUNCIL TO APPROVE THE BOTH ITEMS BROUGHT FORTH BY THE SCHOOL WITH ALL RECOMMENDATIONS AND STIPULATIONS SET FORTH IN TONIGHT'S PACKET; ADDING THAT THE SCHOOL COULD HAVE UP TO FIVE YEARS TO DO THE COMMUNITY LEARNING PORTION-AS THEIR BUDGET ALLOWED. HOWEVER, IF THE SCHOOL CHANGES ANY PORTION OF THE PLAN THEY WOULD INDEED NEED TO COME BEFORE THE PLANNING COMMISSION AGAIN. HENDRICKS SECONDED THE MOTION; MOTION CARRIED 5-0.**

This item will be presented to Council at the June 14, 2022 Council Meeting .

### 3.C. Site Plan Review For The Property Identified As PID 854610090

As per Kaltsas packet, Parker Smith and Jefferson Ave. LLC ("Owners") request that the City consider the following actions for the properties located at 709 Jefferson Ave. SW and 604 High Street SW; an annexation of 604 High Street SW into the City in accordance with the Orderly Annexation Agreement, a Rezoning – Rezoning of the properties to (MU-BRLI) Mixed Use Business, Residential Light Industrial, a conditional use permit to allow outdoor storage on the subject properties and a site plan review of the proposed modifications to the existing building and site on the 709 Jefferson Ave. SW property. The applicant is proposing to break up a portion of the existing building into individual lease units. A lot combination to allow the minor subdivision of the two properties to allow the improvements shown on the proposed site plan.

The applicant recently acquired the subject property. The applicant approached the City about the possibility of modifying a portion of the existing warehouse building to accommodate smaller warehouse/office lease units similar to other projects that the applicant owns throughout the metro area. The applicant is proposing to break the space into 22 units with square footage ranging between approximately 1,100 SF and 3,500 SF.

#### **Chairman Kasheimer closed the regular meeting and opened the Public Hearing at 7:43 p.m..**

Parker Smith, owner of the property, advised that outdoor storage will be 25-40% of the property. There will be 12 back units on the building and 8 of them are already spoken for; these businesses mainly consist of HVAC, construction offices, utility offices and more car storage. There will only be one main loading dock on the property where the current "Rack" is located.

Smith also advised the Commission on the lighting, parking, doors and drainage plans but stated the engineer for his project is still working on them.

#### **Chairman Kasheimer Closed the Public Hearing at 7:55 p.m..**

Discussion took place among Commission Members. Rivord states that he is optimistic about the proposed changes and that it will be a good upgrade to the current property. Hendricks likes the idea but is a little concerned about the back side of the building becoming a problem with crime, Hendricks would like the owners to keep this in mind when installing lighting.

**SANDQUIST MOVED A MOTION TO RECOMMEND TO THE CITY COUNCIL TO APPROVE THE ANNEXATION OF 604 HIGH STREET AS PROPOSED; THE REZONING WILL CHANGED TO MU-BRLI AND THAT THE PROPOSED SITE PLAN BE APPROVED WITH ALL STAFF RECOMMENDATIONS SET FORTH IN THE PACKET. HENDRICKS SECONDED; MOTION CARRIED 5-0.**

**HENDRICKS MOVED A MOTION TO RECOMMEND TO THE CITY COUNCIL TO APPROVE THE CONDITIONAL USE PERMIT SET FORTH IN THE PACKET WITH THE ADDED STIPULATION THAT THE SITE BE PAVED. RIVORD SECONDED; MOTION CARRIED 5-0.**

This item will be presented to Council at the June 14, 2022 Council Meeting.

### 3.D. Oak Grove Estates Subdivision

As per Kaltsas' overview of the project; Jerry and Kathy Berg request that the City consider the following actions for the properties located South of CSAH 20 and East of Kristi Lane: Rezoning of the property from A-1 Agriculture and PUD-W Planned Unit Development – Woodfield to R-1 Low Density Residential and Planned Unit Development – General Residential PUDGR, a preliminary plat consisting of 22 single-family lots and 14 detached villa lots for a total of 36 lots and a Site Plan Review for the proposed residential development.

This development was originally submitted to the City and considered by the Planning Commission in 2018. At that time the preliminary plat was recommended for approval by the Planning Commission. The project did not proceed following the Planning Commission review and recommendation. The applicant is now interested in moving forward again with the proposed subdivision. The proposed development is identical to that which was previously considered. In order for the City to ensure that all applicable processes are being followed, it was recommended that the applicant prepare a new application that is considered for both preliminary and final plat simultaneously at both the Planning Commission and City Council. The applicant would like the City to consider rezoning, preliminary plat and site review for a new residential subdivision to be known as Oak Grove Estates. The subject property was a part of the overall property that was subdivided to create the Community Park. At the time the City accepted the park property donation, a concept plan was prepared for the potential subdivision of the remainder property (See attached initial concept plan). The property owner is now interested in beginning the development of their remainder property. The applicant is proposing to develop two distinct products on the subject property. The first product proposed is twenty-two (22) single-family homes. In order to accommodate the single-family homes, that portion of the property would need to be rezoned to R-1 Low Density Residential. The second product would be fourteen (14) detached "patio" style homes. In order to accommodate the patio homes, that portion of the property would need to be rezoned to Planned Unit Development – General Residential (PUD-GR).

**Chairman Kasheimer closed the regular meeting and opened the Public Hearing at 8:17 p.m..**

No members of the public came forward.

**Chairman Kasheimer Closed the Public Hearing at 8:17 p.m..**

Discussion took place among Commission Members.

**HENDRICKS MOVED A MOTION TO RECOMMEND TO THE CITY COUNCIL TO APPROVE THE ANNEXATION OF THE PORTION OF THE STATED PROPERTY, THAT THE PROPERTY BE REZONED A-1 AGRICULTURAL AND PUD-W PLANNED UNIT DEVELOPMENT-WOODFIELD TO R-1 LOW DENSITY RESIDENTIAL AND PLANNED UNIT DEVELOPMENT-GENERAL RESIDENTIAL PUD-GR, TO APPROVE THE PRELIMINARY PLAT OF 22 SINGLE FAMILY LOTS AND 14 VILLA STYLE HOMES ON THE NORTH SIDE OF ROBERTS STREET WITH ALL STAFF RECOMMENDATIONS SET FORTH IN THE PACKET WITH THE ADDITION OF SIDEWALK ON THE NORTH SIDE OF ROBERTS STREET; RIVORD SECONDED; MOTION CARRIED 5-0.**

This item will be presented to Council at the June 14, 2022 Council Meeting.

### 4. Staff Updates:

Foster advised that the City will host a Development Day on Thursday, June 16 from 11 a.m.-1 p.m. here in the Community Center, all Commission Members are invited to attend; lunch will be provided. Foster also advised the Waste Water expansion is well under way and that the proposed new water tower is going back to Council at the June 14, 2022 meeting for further review.

5. Adjournment:

There being no further business;

**RIVORD MOVED AND HENDRICKS SECONDED A MOTION TO ADJOURN; MOTION CARRIED 5-0.**

The Planning Commission meeting was adjourned at 8:51 p.m..

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Chairman; Jim Kasheimer

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City Administrator; Jake Foster

The Planning Commission is scheduled to meet again on Thursday, June 23, 2022.

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