



# Watertown Planning Commission Minutes

Donald Hendricks  
Elizabeth Schulze  
Jennifer O'Connell  
James Rivord  
Jim Sandquist  
Jim Kasheimer  
Ali Parsons-Towle  
Mike Walters

12/8/2022 - Minutes

1. Call To Order & Roll Call:

Chair Jim Kasheimer called the Watertown Planning Commission meeting to order at 6:30 p.m. on Thursday, December 8, 2022.

Commission Members present: Chair Jim Kasheimer, Jim Sandquist, James Rivord, Jennifer O'Connell, Ali Parsons, and Elizabeth Schulze

Commission Members absent: Don Hendricks and Council Member Dan Schuette

City Staff present: Planning Consultant Mark Kaltsas, City Administrator Jake Foster

Others present: Workshops of Watertown Developer Rob Berg.

2. Adopt Agenda:

**SCHULTZE MOVED AND PARSONS SECONDED TO ADOPT THE AGENDA AS PRESENTED; MOTION CARRIED 6-0.**

3. New Business

3.A. 3A - Minutes - July 20, 2022

**SCHULTZE MOVED AND PARSONS SECONDED TO APPROVE THE JULY 20, 2022 MINUTES; MOTION CARRIED 6-0.**

3.B. 3B - Minutes - November 3, 2022

**PARSONS MOVED AND SCHULTZE SECONDED TO APPROVE THE NOVEMBER 3, 2022 MINUTES; MOTION CARRIED 6-0.**

### 3.C. 3C - Workshops Of Watertown Phase II Site Plan Review

City Planning Consultant, Mark Kaltsas introduced the agenda item to discuss and approve the Site Plan for Phase II of the Workshops of Watertown. He added that the developer, Rob Berg, is asking for approval on Phase II of his project which is consistent with Phase I and what was ghost platted during the overall plat approval process of the project. Kaltsas included that staff reviewed the materials and site plan that was presented. He stated that ingress, egress, utilities, and parking requirements could be met if easements are put into place for these items rather than updating legal descriptions. Kaltsas proceeded to present an updated parking layout that was provided by the developer per the request of City staff.

Rivord asked if there would be a retaining wall required on the back edge of the property due to the steep drop at the back part of the property. Kaltsas stated there is enough room/clearance where the building will be set not to require any retaining walls.

Parsons asked if the properties could be sold separately in the future, and if that would impact the utility connections and easements. Kaltsas said the easements would remain in place in perpetuity and the connections and utility services could remain in place through any potential transfer of ownership. He also added that the same HOA would serve both phases of the project, and they would own any common areas.

Mr. Berg clarified that the total number of units for Phase II is 60 units, and 54 units in Phase I.

**RIVORD MOVED AND SCHULTZE SECONDED TO RECOMMEND THE APPROVAL OF THE SITE PLAN WITH THE CONDITIONS OUTLINED BY STAFF TO THE CITY COUNCIL; MOTION CARRIED 6-0.**

4. Staff Updates:

5. Adjournment:

**PARSONS MOVED AND RIVORD SECONDED TO ADJOURN THE MEETING AT 7:04 PM; MOTION CARRIED 6-0.**

6. Public Hearing:

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