



# Watertown Planning Commission Minutes

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

5/27/2021 - Minutes

1. Call To Order & Roll Call:

Vice Chairman Ali Parsons-Towle called the Watertown Planning Commission meeting to order at 6:30 p.m. on Thursday, May 27, 2021. Commission Members present: Ali Parsons-Towle, Donald Hendricks, Jennifer O'Connell, Jim Sandquist, Jim Kasheimer, Elizabeth Schulze; absent: Chairman James Rivord. City Staff present: Councilman Dan Schuette, City Administrator Shane Fineran, Planning Consultant Mark Kaltsas, Deputy Clerk-Treasurer Christine Dammann & Scott Dornfeld Building Official. Others present were community members: Gary D'Heilly, Carter & Heidi Nelson, Jeffery Sweitzer, Claudia Taylor, Joanne Radde, Cher R., Don Moldenhauer, Rick Moe, Carolyn Dinsmore, Jeff Muonio and Linda Berry.

2. Adopt Agenda:

**SCHULZE MOVED AND O'CONNELL SECONDED TO ADOPT THE AGENDA AS PRESENTED; MOTION CARRIED 6-0.**

3. New Business

3.A. Approve April 22, 2021 Meeting Minutes

**HENDRICKS MOVED AND KASHEIMER SECONDED A MOTION TO ADOPT THE APRIL 22, 2021 MINUTES WITH SPELLING CORRECTION AS NOTED BY O'CONNELL; MOTION CARRIED 6-0.**

3.B. Public Hearing: Mill Avenue Re-Zoning

Mark Kaltsas advised that Carter and Heidi Nelson-applicant and Mark Motzko-owner are seeking to re-zone the property from A-1 Agriculture to R-2 Medium Density Residential. Rezoning this property would allow for it to be developed as a residential property. This property is somewhat unique in that it is zoned A-1 Agriculture. The City has historically used A-1 zoning as a default zoning for properties that are annexed into the City but not yet developed or urbanized. The adjacent property to the south was rezoned to R-2 in 2013 and a single family home was constructed shortly after. The City's 2040 Comprehensive Plan guides this property as medium density residential.

**Vice Chairman Parsons-Towle closed the regular meeting and opened the Public Hearing at**

**6:33 p.m..**

Caroline Dinsmore, owner of the property next door, came before council to state that she was in favor of the rezoning.

The City received no other written communication prior to this Open House and no other members of the Public came to voice concerns.

**Vice Chairman Parsons-Towle closed the Public Hearing at 6:35 p.m..**

Discussion took place among Commission members. Sandquist questioned if it was already annexed, Kaltsas advised that was indeed.

Kaltsas advised that the proposed rezoning of this property is consistent with the City's comprehensive plan as well as the existing and proposed uses of the surrounding and adjacent properties. Should the Planning Commission make a recommendation to the City Council for the approval of the requested rezoning, it is recommended that the following conditions and findings be incorporated into the recommendation. Recommendation: Staff is seeking a recommendation from the Planning Commission for the requested rezoning with the following findings: The proposed rezoning of this property meets all applicable criteria and conditions stated in Chapters 28, 52 and 62 (Landscaping, Subdivisions, Zoning) of the City of Watertown Zoning Ordinance. The Applicant shall convey to the City the requisite site permitter drainage and utility easements. The Applicant shall pay all costs associated with the rezoning of this property.

**HENDRICKS MOVED A MOTION TO RECOMMEND TO THE CITY COUNCIL TO APPROVE THE REZONING OF THE PROPOSED MILL PROPERTY WITH ALL STAFF RECOMMENDATIONS SET FORTH IN THE MEETING PACKET. SCHULZE SECONDED THE MOTION; MOTION CARRIED 6-0.**

3.C. Public Hearing: Spring Mill Site Plan And Preliminary Plat

Kaltsas gave an overview, Elk Development LLC- Applicant/Owner, requests that the City consider the following actions for the property identified as PID No. 100091610 in Watertown Township: a. Annexation –In accordance with the Orderly Annexation Agreement. b. Rezoning – Rezoning of the property from A-1 Agriculture to PUD-TV (Planned Unit Development – Tuscany Village). c. Preliminary Plat consisting of 21 single-family lots. d. Site Plan Review for the proposed residential development. Property/Site Information: The subject property is located at the northwest intersection of CSAH 24 and Paul Avenue.

Kaltsas believes there to be room for improvement on the current set of submitted plans. One being, the developer needs to provide a berm and the County Road 24 border; the City requires this buffer and landscaping. Kaltsas did advise Muonio of some concerns and corrections, this letter is available in tonight's packet information.

**Vice Chairman Parsons-Towle closed the regular meeting and opened the Public Hearing at 6:50 p.m..**

Gary D'Heilly, the engineer for the project, advised the commission that they are currently working on some of the City concerns but hopes to compromise with the City on some of the City concerns so that they can keep lot sizes larger and home prices affordable. D'Heilly advised that they would like to not put in the berm and only plant evergreens along HWY. 24, they would like to have only 3 foot asphalt sidewalks instead of 5 foot cement.

Kasheimer questioned where the evergreens would be planted, D'Heilly advised that they would be planted after the right of way plus an additional 17 feet.

Jeff Muonio stated that Tuscany Village does not use a berm as a landscape buffer and would like to

follow suit. Muonio advised that they are trying to provide a smaller, affordable home in the range of 1200-1400 square feet. There will be slab on grade options, as well as lookout style homes along the North.

Sandquist questioned who would take care of the evergreens and landscaping if the City did approve this variation. Sandquist noted that Tuscany Village has an association that takes care of those things. Muonio replied that it would be the home owner's responsibility to maintain the trees but that the developer would plant them.

**Vice Chairman Parsons-Towle closed the Public Hearing at 7:14 p.m..**

Discussion took place among Commission members. Schulze voiced concerns over not having a berm, this item should be viewed as a safety issue with a clear division between the backyard of homes and the County Highway. She also stated that the current trail located near this property has very dense vegetation; the trail and current pond would be immensely effected by the development plan that was brought forth. Schulze also does not want to set a precedent of an asphalt sidewalk which is narrower than the City recommends.

Kaltsas wants Commission to go over the current submitted plans and bring back ideas before they approve to go to Council.

Parsons-Towle agrees with Schulze statements but also likes the idea of affordable housing.

Sandquist would like the plans refined and follow standards that the City has already set forth. These revisions should be clarified before they are brought back to the Planning Commission. For example: berm, front yard set-backs, rear yard set-backs and sidewalks.

Kasheimer would like to see affordable housing brought to Watertown and would like the City to work with the Developer to come up with a plan of action.

Kaltsas agreed that affordable housing is desirable but also wants the homes to be long term quality.

**SCHULZE MOVED, KASHEIMER SECONDED A MOTION TO TABLE DISCUSSION TO A FUTURE MEETING. MOTION CARRIED 6-0.**

**3.D. Public Hearing: 635 Industrial Blvd Site Plan And Conditional Use Permit**

Kaltsas advised that the subject property is located within the City's Business/Industrial Park. The subject property is located along Industrial Boulevard and backs up to the properties located in Watertown Township. The property is currently vacant with no structures or improvements. This is a site plan review to consider a new commercial building and associated site improvements and a conditional use permit to allow outdoor storage in association with the proposed new building.

There was a revised plan submitted and added to the packet. The Lighting plan has not yet been received.

Hendricks asked how close to the road the retaining wall is on the plan. Kaltsas advised that there is 7 feet between the wall and the driveway.

**Vice Chairman Parsons-Towle closed the regular meeting and opened the Public Hearing at 7:45 p.m..**

Claudia Taylor, owner of Taylor Meats, addressed several concerns she had. Among them, Taylor wanted to know how high the retaining wall would be; Kaltsas advised 4' on current plan. Taylor also questions the standards of the new building, she feels like the standards are too low. Taylor also stated that she does not like shipping containers. She also expressed concerns over where she will be able to

push her snow with this new building in place.

Don Moldenhauer stated that conditional use permits that were granted to other businesses are not being followed and believes that should not be granted.

Jeff Swietzer; architect for the proposed project, advised the shipping containers, if used, will have building material on the sides to blend in with the building and will be eye appealing. Swietzer also stated that their were examples set forth in the agenda packet to give everyone an idea of the materials being used; this will not be a pole shed. Swietzer also passed around a 3-D drawing of the property so the public and commission could get a better idea of the building. This building/business will refurbish high end cars and work with select clients.

**Vice Chairman Parsons-Towle closed the Public Hearing at 8:03 p.m..**

Discussion took place among Commission members.

**HENDRICKS MOVED A MOTION TO RECOMMEND TO THE CITY COUNCIL TO APPROVE THE PROPOSED SITE PLAN AND CONDITIONAL USE PERMIT WITH ALL STAFF RECOMMENDATIONS SET FORTH IN THE AGENDA PACKET AND WITH ALL THE POINTS KALTSAS BROUGHT FORTH TO THE ARCHITECT. SCHULZE SECONDED THE MOTION; MOTION CARRIED 5-1. PARSONS-TOWLE, SANDQUIST, SCHULZE, KASHEIMER, HENDRICKS VOTING YAY; O'CONNELL VOTING NAY; STATING THAT SHE DOES NOT SUPPORT THE CONDITIONAL USE PERMIT**

3.D.i. Public Hearing: 635 Industrial Blvd Site Plan And Conditional Use Permit

4. Staff Updates:

Fineran advised that Crius Corp has until the end of June to comply or we will go forth with legal action. This is Fineran's last meeting as the City Administrator of Watertown; Fineran thanked the Commission for their dedication and commitment to planning.

Our next Planning Commission meeting will be on Thursday, June 24, 2021.

5. Adjournment:

There being no further business;

**SCHULZE MOVED AND KASHEIMER SECONDED A MOTION TO ADJOURN; MOTION CARRIED 6-0.**

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

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Vice Chairman; Ali Parsons-Towle

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City Administrator; Shane Fineran

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