



Watertown Planning Commission Minutes

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

6/25/2020 - Minutes

1. Call To Order & Roll Call:

Chairman Jim Rivord called the Watertown Planning Commission meeting to order at 6:35 p.m. on Thursday, June 25, 2020. 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 Mike Walters, Planning Consultant Mark Kaltsas, Deputy Clerk-Treasurer Christine Dammann, Scott Dornfeld Building Official & City Clerk Lynn Tschudi. Others present were community members: Jeff & Andrea Benson, Jon & Kimberly Rumrill, Julie Kalleberg, Dan Schuette, Curt & Danielle LaChappelle, & Ashley Ertlet and Scott Loomis of Loomis Homes.

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_pc22tj06TBadqypdG4wTvg

Meeting ID: 848 2544 3267

2. Adopt Agenda:

O'CONNELL MOVED AND SANDQUIST SECONDED TO ADOPT THE AGENDA WITH THE AMENDED REMOVAL OF THE DOLLAR GENERAL VARIANCE WHICH IS POSTPONED TO JULY; MOTION CARRIED 7-0.

3. New Business

- 3.A. 3A - Approve May 28 Planning Commission Meeting Minutes
HENDRICKS MOVED AND SCHULZE SECONDED A MOTION TO ADOPT THE MAY 28, 2020 MINUTES AS PROVIDED; MOTION CARRIED 7-0.
- 3.B. 3B - 600 Paul Avenue Site Plan And Variance (Dollar General) Postponed
- 3.C. 3C - Forest Hills 9th Addition Final Plat

Loomis Development, LLC (Applicant/Owner) requests that the City consider the following actions for the property known as OUTLOT B, Forest Hills 8th Addition and further identified as (PID No.852320270): a. A Final Plat which will allow the replat of OUTLOT B, Forest Hills 8th Addition to create 12 single-family lots. Property/Site Information: The subject property is within the Forest Hills subdivision. It is generally bordered by Burr Oak Lane to the west and south, Hickory Curve to the east and Butternut Lane to the north. The property was plated as Outlot B, Forest Hills 8th Addition as a part of the Forest Hills 8th Addition Subdivision.

The applicant is asking the City to consider approval of the final plat for a residential subdivision to be known as Forest Hills 9th Addition. The subject property was a part of the recently platted Forest Hills 8th Addition. At the time the subdivision was plated, the subject property was plated as Outlot B. The City approved the preliminary plat for Forest Hills 8th Addition in 2019, which included the proposed lots within this development. There was a total of 37 lots approved by preliminary plat. The initial phase included 25 lots. The proposed 9th Addition would include the remaining 12 lots all of which would be single-family residential. The applicant has prepared final construction drawings and final plans relating to the development of this phase.

The Planning Commission is being asked to consider recommending approval of the Final Plat for Forest Hills 9th Addition. Should the Planning Commission recommend approval of the request, the following conditions and findings be incorporated into the recommendation and approval resolution.

1. The proposed final plat meets all applicable criteria and conditions stated in Chapters 28, 52 and 62 (Landscaping, Subdivisions, Zoning) of the City of Watertown Zoning Ordinance.

2. The City Council's approval of the final plat is subject to the applicant completing the following items:

A. The Applicant shall provide the City with a revised set of plans addressing all remaining review comments made by the staff review and found in this report.

B. The Applicant shall provide the City with a revised set of plans addressing all remaining review comments made by Bolton & Menk, Inc. following their final review of the construction drawings and final plat.

C. The Applicant shall comply with all applicable regulations and conditions prescribed by Carver County WMO and receive all applicable approvals.

D. The Applicant shall enter into a development agreement with the City.

E. The Applicant shall provide a letter of credit as established by the development agreement for all public improvements associated with this development.

F. The Applicant shall obtain all necessary City, County, PCA and other regulatory agency approval and permits prior to construction.

3. The Applicant shall pay for all costs associated with the City's review of the final plat and preparation of the development agreement.

4. Approval of a final plat shall expire one year after the date of approval unless construction has commenced in accordance with the plan, or an extension is granted by the city council.

3.D. Public Hearing:

Chairman Rivord opened the Public Hearing at 6:47 p.m.; Community members present via zoom expressed their thoughts and concerns.

Andrea Benson; 902 Aspen Circle, wonders if grading issues are being addressed in the new addition. Kaltsas advised that the City Engineer had noted on the plans the areas that he felt needed to be addressed; such as swails & a couple rear lot concerns. These concerns were provided to the builder.

Kimberly Rumrill; 963 Bur Oak Lane, their backyard is in the area where drainage concerns/issues are. Ms. Rumrill wanted to make sure some regrading would take place. Kaltsas advised they are and will be working on draining to utilize the current drains.

Ashley Ertlet; 1012 Hickory Curve, is concerned about new properties being started as they have lived here for 4 years and quite a few old properties are still not finished. She stated she would like to see old properties finished and properly maintained before any new properties would be allowed to start.

Curt LaChappelle; 864 Hickory Curve, did not wish to speak.

Scott Loomis of Loomis Homes stated that they have been waiting for all City sidewalks to be installed before they did a final grade.

There being no further discussion from the public, Chairman James Rivord closed the public meeting at 6:58 p.m.

Discussion took place among Commission members.

Kasheimer noted that there seems to be piles of black dirt on the black lots. These piles could be leading to some of the drainage issues. Kaltsas advised that they are temporary during construction and will be removed.

Schulze raised a question about the erosion control process, questioning the City's process about returning to construction sites during the construction process. Building Official Scott Dornfeld advised that the City does repeatedly go out to sites checking for erosion control and do speak with contractors when a problem is noted.

Schulze also wanted to make note that the City reviews the contours again on the addition to make sure that the flow in some areas are rechecked. Kaltsas stated that he was confident that once the final drainage of the plats happen the issue will be addressed.

Rivord wanted clarification on the Park that shows up on the plat plans; is the park City property or developer, who will maintain, mowing, etc. Fineran stated that the Park will be City property and will be maintained by City Staff.

HENDRICKS MOVED AND SCHULZE SECONDED A MOTION TO RECOMMEND TO THE CITY COUNCIL TO APPROVE THE 9th ADDITION AS PLATTED WITH ALL RECOMMENDATIONS PUT FORTH BY CITY ENGINEERS & SOIL & WATER AS STATED IN THE STAFF REPORT IN THIS AGENDA. MOTION CARRIED 7-0.

Item is set to be brought to the July 14th Council meeting.

4. Staff Updates:

Fineran gave a staff report stating that we currently to date have 25 new home permits issued and roughly 632 regular permits. The Cris Corp variance was approved by Council with a few extra changes. The VanDer Creeks were issued a fence variance by the Council. The City launched a new website which is now live; Fineran encouraged everyone to make a profile on the site and sign up for notifications. Fineran also updated that Rails to Trails will be scaled back, there will be no fireworks, but there will be live music held at the Hollywood Sports Complex.

5. Adjournment:

There being no further business;

SCHULZE MOVED AND O'CONNELL SECONDED A MOTION TO ADJOURN; MOTION CARRIED 7-0.

The Planning Commission meeting was adjourned at 7:32 p.m.

Chairman; James Rivord

City Administrator; Shane Fineran

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