



MINUTES OF THE PROCEEDINGS OF THE PLANNING COMMISSION OF THE CITY OF STACY IN THE COUNTY OF CHISAGO IN THE STATE OF MINNESOTA PURSUANT TO DUE CALL AND NOTICE THEREOF

REGULAR MEETING

July 21, 2020, 7:00p.m.

MEETING HELD VIA TELECONFERENCE DUE TO COVID-19, ALSO HELD IN PERSON AT 30955 FOREST BOULEVARD, STACY MN

Call to Order

Chair M. Ness called the meeting to order at 7:00p.m.

Roll Call

The following members were present at City Hall:

Roll Call:

M. Ness	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
J. Ness	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
T. Olivolo	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
S. Kveton	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
T. Sawatzky	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent

Others Present: Jesse Moxness, Steve Kramer, Dan Boyum, John Dobbs, and Phil Carlson

Agenda

Motion by J. Ness to approve the agenda as presented. Second by T. Olivolo.

Roll Call Vote:

M. Ness	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
J. Ness	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
T. Olivolo	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Chair M. Ness declared the motion carried.

Approval of Minutes

Motion by J. Ness to approve the minutes as presented. Second by T. Olivolo.

Roll Call Vote:

M. Ness	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
J. Ness	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
T. Olivolo	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Chair M. Ness declared the motion carried.

New Business

**Wheelhouse Commons -
Steve Kramer**

The commission discussed the drainage and utility easement; the council said they preferred option 1 and 2. (see attached).

Mr. Kramer asked if the easement could be used as a drain field? This is possible as he would be connecting to city services at some point in the future.

The 60-day extension on his PUD application will expire on September 17, 2020; the project will not be ready for approval at that time.

Mr. Kramer will temporarily withdraw his application at this time (he will send an email); and reapply when the plat is ready. There will not be additional application fees charged.

**Casiday Property – John
Dobbs**

Mr. Dobbs presented information regarding the development of the property located at 30931 Finch Avenue, (Casiday property). He would like to allow two driveways for three properties (see attached).

Items that will need to be considered are:

- Emergency vehicle access
- Wetland delineation
- City utility easement

**Northstar Insulation – Jess
Moxness**

This item handled out of order by motion of J. Ness. Second by T. Olivolo.

Roll Call Vote:

M. Ness	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
J. Ness	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
T. Olivolo	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Chair M. Ness declared the motion carried.

Mr. Moxness discussed his building plans with the commission; the members were generally in support of his plans. They would require brick work up to at least the height of the service entrance door on the Northside of the building. Screening in parking and loading areas will also be required.

Garbage Cans Left at Curb

The city received a complaint regarding garbage cans being left at the curb; the commission said that the city code does

not address this. They will ask the council if this should be explored further.

Old Business

Comprehensive Plan

This item handled out of order by motion of J. Ness. Second by T. Olivolo.

Roll Call Vote:

M. Ness	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
J. Ness	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
T. Olivolo	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Chair M. Ness declared the motion carried.

Public Hearing will be held on August 18, 2020, at 7:00p.m.

Adjourned at 7:57p.m.

Motion by J. Ness to adjourn. Second by T. Olivolo.

Roll Call Vote:

M. Ness	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
J. Ness	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
T. Olivolo	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Chair M. Ness declared the motion carried.

Sharon MT Payne

To:	Mayor and Council, City Clerk City of Stacy	From:	Dan D. Boyum City Engineer
File:	193804175	Date:	July 9, 2020

Reference: Wheelhouse Commons – Drainage and Utility Easement

In reviewing the above referenced planned unit development (PUD), we recommended a 30' drainage and utility easement be placed along the north side of the parcel for future sanitary sewer and watermain extensions. This location has been part of past discussions on extending public utilities to improve fire flow and serve developing properties on the west side of I-35. The most recent discussion was in January 2019 when the city reviewed capacity questions on the west side of I-35. The location is also where MNDOT ROW narrows up, and thus requires a shorter distance and cost for jacking under the interstate highway.

If the city allowed the parking lot to encroach on the 30' drainage and utility easement in this location, the proposed development would need to eliminate one of the Hobby Center units. The developer asked if there were some options for other locations of the utility. We identified the following options shown on the attached two figures. We have provided a description of each option as well as some pros/cons for consideration.

Option 1 - Obtain 30' drainage and utility easement with this PUD. Allow encroachment of parking lot and put utilities in at a later date.

Pros – This location provides for the least expensive option by around +/- \$13,000. It is located along the border of the parcel, which is beneficial to connections for the property to the north. It also is located in an area of the parcel that, when maintenance or repairs are needed on the utility lines, it has the least amount of disruption to the Wheelhouse development. Delaying the timing of the installation can provide additional time to review possible funding to help pay for the future utilities as well as identify the status of other development on the west side of I-35.

Cons – This location requires one of the Hobby Center units to be removed. Placing the utilities at a later date can be more expensive (may need to be directionally drilled to minimize disturbance to the parking lot).

Option 2 - Obtain 30' drainage and utility easement with this PUD. Allow encroachment of parking lot and put utilities in prior to Phase 2 and Phase 3 encroachment of the parking lot onto the easement.

Pros – This location provides for the least expensive option by around +/- \$13,000. It is located along the border of the parcel, which is beneficial to connections for the property to the north. It also is located in an area of the parcel that, when maintenance or repairs are needed on the utility lines, it has the least amount of disruption to the Wheelhouse development. Placing the utilities prior to Phase 2 and 3 will avoid disturbance to the parking lot and avoid needing to directional drill the lines.

Cons – This location requires one of the Hobby Center units to be removed. The City will need to identify funding for the utility improvements if done prior to Phase 2 and 3, and some unknown timing may still exist for other development in the area.

Option 3 –Shift the location of the future utility crossing to the south to line up with the Wheelhouse Commons utilities, north of the apartments. A drainage and utility easement would be needed over those proposed utilities, and the easement would need to include room for future force main. The watermain would need to be increased to 12" diameter and be extended to the east parcel line.

Design with community in mind

July 9, 2020

Mayor and Council, City Clerk

Page 2 of 2

Reference: Wheelhouse Commons – Drainage and Utility Easement

Pros – This location allows the developer to not eliminate one of the Hobby Center units.

Cons – This location is the most expensive option. It is around +/- \$172,000 more than Option 1 or 2, mainly due to a longer crossing of I-35. It also is in a location where future maintenance or repairs on the utilities will affect the main entrances to the Wheelhouse Development and apartments.

Option 4 – Leave the future utility crossing of I-35 in the same location as Option 1 and 2, but then run the utilities down the east property line and cross the development in the same location as Option 3. A 30' drainage and utility easement would be needed along the east property line. A drainage and utility easement would be needed over those proposed utilities, and this easement would need to include room for a future force main. The watermain would need to be increased to 12" diameter. Extend Wheelhouse utilities to the east parcel line. Run utilities in the future or prior to Phase 4 down the east side of the parcel between the Hobby Center buildings and the freeway ROW to the proposed utility line extensions.

Pros – This location is within +/- \$13,000 of Option 1 and 2. It avoids the loss of one of the Hobby Center units.

Cons – The east Hobby Center units would need to be shifted an additional 5' to get 30' along the east parcel line. Maintenance and digging up the utilities for repairs would be more difficult along the east parcel line since a line of buildings will be close to the utility lines. The utilities are also in a location where future maintenance or repairs on the utilities will affect the main entrances to the Wheelhouse Development and apartments.

We can review and address any questions on these options at the July 14, 2020 Council Meeting. The developer is interested in getting feedback so he can address other comments on the PUD.

Stantec Consulting Services Inc.



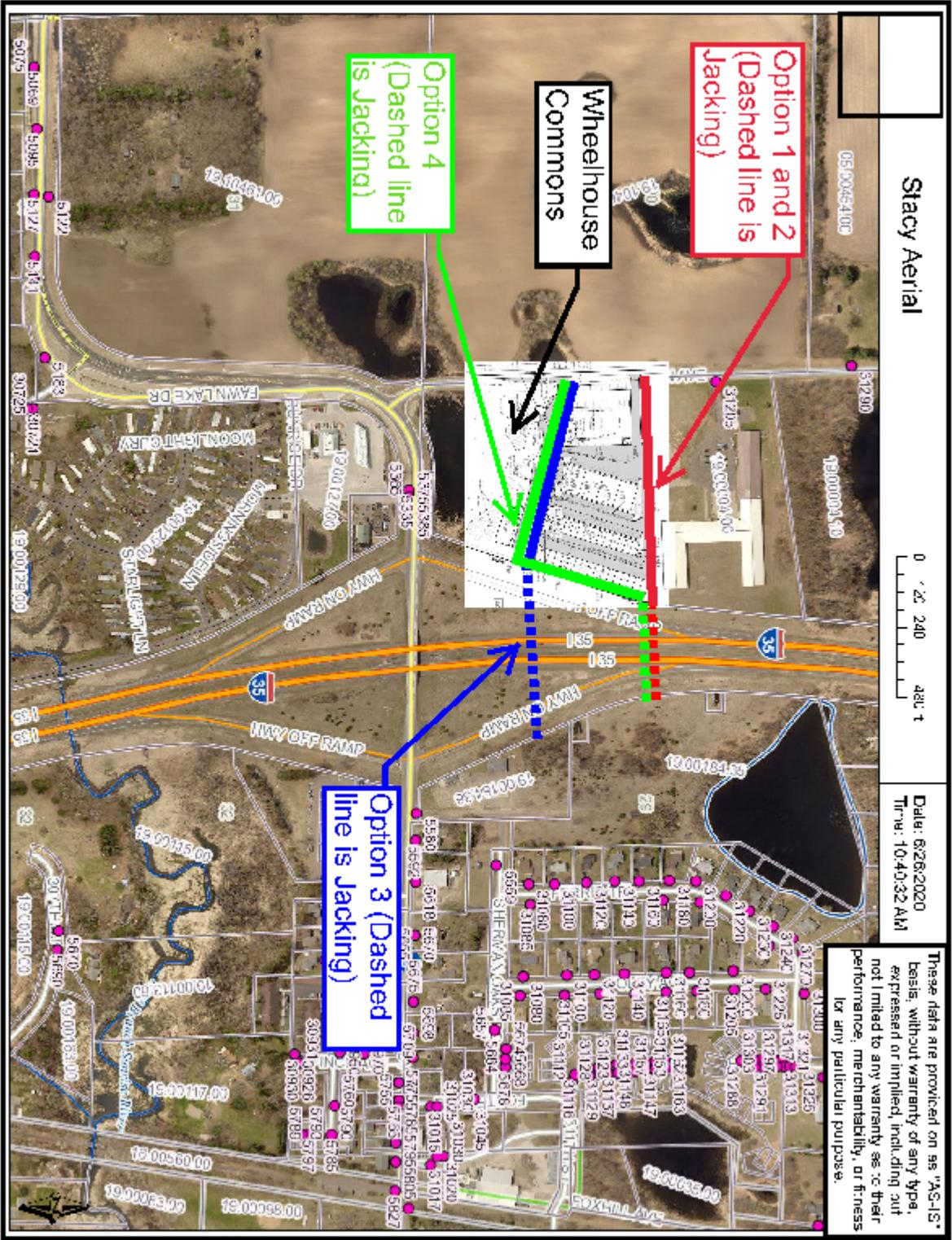
Dan Boyum
City Engineer

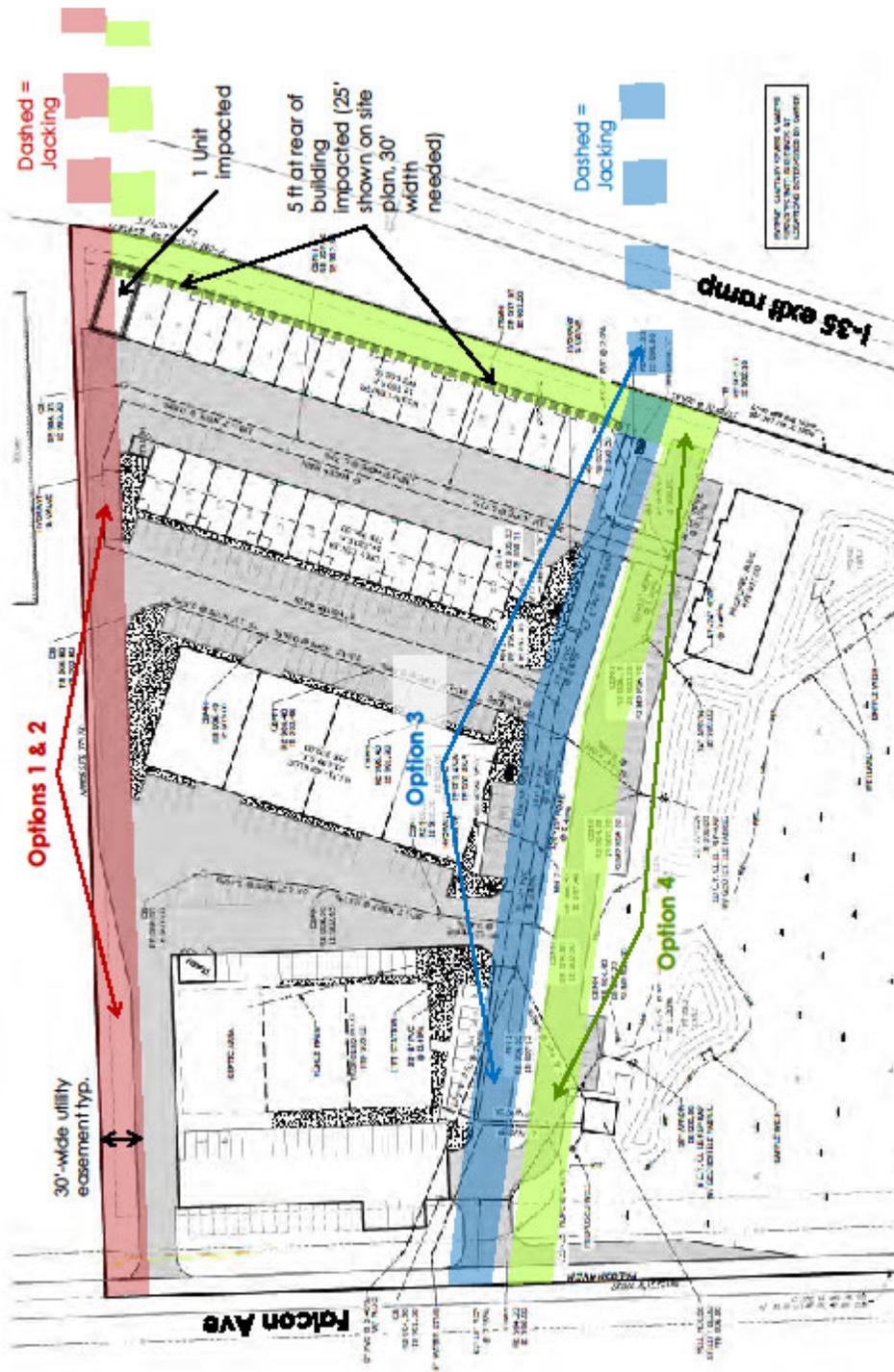
Phone: 612 712 2021
Dan.Boyum@stantec.com

Attachment: 2 Figure Maps

c. Phil Carlson (City Planner), Steve Kramer (Developer)

Design with community in mind





Utility Easement Options – Kramer PUD/Stacy MN
For discussion only



3 LOTS. 2 LOTS SHARED DRIVEWAYS

Date: 7/5/2020 Time: 8:17:04 AM



These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.



Legend

- Addresses
- Parcels
- Parcel Number
- ✈ Airport
- 🏫 Schools

County Offices

- Chisago County Government Center
- Chisago County ECC; Chisago County Highway Department; Chisago County Human Services; Chisago County Jail
- City/Town Hall

