

Meeting Minutes
New Prague Planning Commission
Wednesday, May 25, 2011

1. Call Meeting to Order

The meeting was called to order at 6:49 p.m. by Planning Commission Member Bob Gilman with the following members present: Ryan Peltier and Council Representative David Bruzek. Absent: Jay Nuhring and John Roos.

City Staff Present: Ken Ondich – Planning Director and Chris Cavett of SEH, Inc. – City Engineer

2. Elect Chair and Vice Chair for 2011

The election of the Chair and Vice Chair were tabled until all members are in attendance at a meeting.

3. Approval of April 27, 2011 Regular Meeting Minutes

It was moved by Peltier seconded by Bruzek to approve the April 27, 2011 regular meeting minutes as submitted. Motion carried (3-0).

4. Old Business

None

5. New Business

A. Comprehensive Plan Summary

Planning Director Ondich presented the staff report which provided a summary of the Comprehensive Plan including the following sections:

- Chapter 1 – Introduction
- Chapter 2 – Planning Framework
- Chapter 3 – Demographic Trends and Assumptions
- Chapter 4 – Natural Resources
- Chapter 5 – Land Use
- Chapter 6 – Housing
- Chapter 7 – Transportation
- Chapter 8 – Parks, Trails and Recreation
- Chapter 9 – Community Facilities and Public Services
- Chapter 10 – Public Utilities
- Chapter 11 – Implementation

Planning Director Ondich stated that the Mayor has mentioned that he may like to begin a process of developing a strategic plan which would draw upon information from the Comprehensive Plan. He added that with the 2010 Census data being released this year, updates to various sections including demographics, housing, etc. could be completed based on the new Census data.

B. Industrial Park Feasibility Study Update – Concept Drawings

Planning Director Ondich presented a summary of a staff report written about the three concept drawings for the future Phase 2 of the Industrial Park as well as a review of the concept drawings. He indicated that the site is located north of the current industrial park area, contains approximately 100 acres and is owned privately by the Maxa Family and Randy Kubes. He indicated that the concept drawings were developed by S.E.H., Inc. based on staff and focus group feedback. He noted that generally speaking all the concept layouts can meet the requirements of the subdivision ordinance with some minor modifications. He also stated that staff is favoring Concept A at this early stage because of the fact that it has less infrastructure than Concept B and Concept C, but noting that a question to be answered is if additional driveways from lots directly onto 6th Street NW would be a detriment to the area. He asked the Planning Commission for any comments they might have concerning the concept drawings.

Commissioner Bruzek stated that he would like to see the gateway or entrance for the industrial park moved out along TH 21 and 6th Street NW so that it would be for the existing industrial park area as well as the new industrial park area. He added that he felt the use of land for a gateway or entrance near the platted lots would just be using up valuable land for development and would not be visible from the highway. He stated that he thought if it could be fit into the land near the wetland and pond it would not be using valuable and buildable land.

Planning Director Ondich stated that he thought the idea to provide the gateway or entrance for the existing and new industrial park areas was a good idea because when the fire station was constructed, the “Wally Miller Business Park” sign was taken down and was never replaced and that staff had heard from some of the existing industrial park tenants that they didn’t have visibility from the highway without signage.

Commissioner Gilman stated that he does not like Concept B and Concept C due to the double frontage lots that are prevalent. He stated that he likes Concept A best and provides the best chance for immediate development as well as ease of consolidating lots into large tracts for larger users. He asked if staff had looked into TIF for the second phase of the industrial park.

Commissioner Bruzek asked about the street names that staff had noted on the Planning Revision drawings.

Planning Director Ondich stated that per the Subdivision Regulations street names are to be continued in adjacent developments where they line up. He stated that the names in the industrial park would match street names preliminary platted in the Raven Stream Village Development to the west as well as the Shardan Development to the south. He stated that in the case of the Raven Stream Village development, the street are not

actually final platted or installed which meant that if new names were considered for the industrial park, they could take precedence over the roads not yet platted in Raven Stream Village. He added that all street names have a directional indicator at the end and that all streets in the industrial park would end with NW because they are located in the northwest quadrant of the City.

Planning Director Ondich stated that he hopes to have a revised drawing for review by the Planning Commission at the June or July Planning Commission meeting, but that before that time staff and the engineering consultant are planning to have at least one more focus group meeting regarding the three concept drawings.

C. Variance State Statute Changes

Planning Director Ondich presented the staff report. He stated that On May 5th, Governor Dayton signed new variance legislation into law that affects all cities in the state concerning how variances are approved. He stated that after hearing of the new variance legislation becoming law, he contacted the City Attorney to discuss possible amendments to our Zoning Ordinance so that it is in compliance with the new law. He stated that as of the writing of this memo, the City Attorney's office is working on recommendations for various cities and he would expect to have a first draft of amendments to our Variance section of the Zoning Ordinance for the June 22nd Planning Commission Meeting.

6. Miscellaneous

The following miscellaneous items were reviewed as information only:

- A. Business Updates – Planning Director Ondich presented the May 2011 Business Update report that had been presented to the EDA earlier in the month as information nothing the closing of Schumachers Hotel and Grille 212 as well as the closing of Econofoods. He noted that the report did contain the application of the New Prague Event Center which would be a nearly \$3,000,000 new building in downtown. He also noted that staff has been in discussions with officials from Pizza Ranch regarding their possible re-opening that would include an addition and extensive remodeling effort.

7. Adjournment

A motion was made by Peltier, seconded by Bruzek to adjourn the meeting at 7:48 PM. Motion carried (3-0).

Respectfully submitted,



Kenneth D. Ondich
Planning Director