

**Meeting Minutes**  
**New Prague Planning Commission**  
**Wednesday, July 22, 2015**

**1. Call Meeting to Order**

The meeting was called to order at 6:33p.m. by Planning Commission Chair Jay Nuhring with the following members present: Bob Gilman and Dan Meyer. Absent were Mark Bartusek and Matthew Goldade.

City Staff Present: Ken Ondich – Planning / Community Development Director and Chris Knutson – City Engineer with SEH, Inc.

**2. Approval of June 24, 2015 Regular Meeting Minutes**

It was moved by Gilman, seconded by Meyer, to approve the June 24, 2015 regular meeting minutes as submitted. Motion carried (3-0).

**3. Old Business**

**A. None.**

**4. New Business**

**A. Preliminary Plat – New Prague Business Park 11<sup>th</sup> Addition  
City of New Prague, applicant**

Planning Director Ondich stated that dating back to 2008, concept plans from owner Randy Kubes were reviewed by City Staff for the development of industrial park lots north of 6<sup>th</sup> Street NW. He stated that grants from the Scott County CDA were received from 2010 through 2015 to allow the City to complete various studies such as a feasibility study, market study, traffic impact study, wetland delineation, environmental site assessment and platting services. He stated that as of April 15, 2015 that the New Prague EDA owns the property and its annexation was approved by the state on June 1<sup>st</sup> with a rezoning of the property being approved by the City Council on July 20<sup>th</sup>. He stated that the plat includes 9 buildable lots and right of way for the future extensions of both 8<sup>th</sup> Ave. NW and 6<sup>th</sup> Ave. NW which will allow the development of the 80 acres of land that lies north of the subject property. He stated that all lots meet the minimum size requirements, provide for all the required easements and setbacks as requires are shown on the preliminary plat. He stated that 6<sup>th</sup> Street NW is a major collector road, 6<sup>th</sup> Ave. NW is an extension of a minor collector and 8<sup>th</sup> Ave. NW is a local road. He stated that a traffic impact study was completed by the City for the full 100+ acres of land in the vicinity and noted that the platting of the subject property would not cause any negative

impacts to traffic in the area or require any improvements be made. He stated that the study did show that turn lanes would be needed at TH21 and 6<sup>th</sup> Street NW/7<sup>th</sup> Street NW by the year 2024 with future phases of development and that a possible traffic signal or roundabout would be needed by 2034 with full buildout of the area. He stated that MnDOT did not have any concerns about the plat. He stated that the Park Board reviewed the plat and is recommending an 8' wide bituminous trail along the north side of 6<sup>th</sup> Street NW to be constructed in the future and that both 6<sup>th</sup> Ave. NW and 8<sup>th</sup> Ave. NW extensions will require sidewalk on at least one side when they are constructed in the future.

Chris Knutson, SEH, Inc., stated that drainage on the site will be addressed with a storm sewer pipe being installed along the north side of the site to drain into the existing ponds on the east side of the site and a swale and volume reduction basin on the west side of the site but that mass site grading is not proposed and that each site will have to address rate and volume control of stormwater on site to some degree.

Planning Director Ondich stated that wetlands were delineated on the property with two small wetlands needing to be mitigated just to the west of the 6<sup>th</sup> Ave. NW extension. He stated that park dedication was recommended to be paid as cash in lieu of land as the Park Board concurred with the Comprehensive Plan that park land was not needed in the development and that the fee would be collected with each building permit obtained for a new business. He stated that existing utilities for water and sanitary sewer are provided for in 6<sup>th</sup> Street NW with future extensions provided for on 8<sup>th</sup> Ave. NW and 6<sup>th</sup> Ave. NW. He stated that the City attorney notes that the legal description on the preliminary plat might have a discrepancy on it and that an easement on the east side of the site in favor of NSP will require them to sign a consent to plat. He stated that a Phase 1 Environmental Site Assessment and preliminary geotechnical evaluation reports were completed and showed no issues. He stated that an EAW is not required for the development as it does not convert more than 80 acres of land to industrial use. He stated that staff recommends that the Planning Commission recommend approval of the preliminary plat to the City Council with the findings and conditions listed in the staff report.

The public hearing was opened at 7:04 p.m.

No public comments were received.

The public hearing was closed at 7:05 p.m.

Commissioner Meyer asked about the vault in question by Utilities General Manager Bruce Reimers.

Chris Knutson stated that he had met with Bruce Reimers on site before the meeting and they had discussed the vault. He stated that they will take a closer look at the vaults location and find a solution.

Chair Nuhring asked what the vault was for.

Chris Knutson stated that it was a major vault with the city's electric infrastructure located in it.

A motion was made by Meyer, seconded by Gilman to recommend that the City Council approve the Preliminary Plat of New Prague Business Park 11<sup>th</sup> Addition with the following findings:

1. The plat complies with the purpose and intent of the New Prague Comprehensive Plan and Subdivision Ordinance.
2. The plat conforms to the requirements of the I-1 Light Industrial Zoning District in which it is located.

And with the following conditions:

1. Approval is granted in general accordance with the Preliminary Plat submittal dated 7/1/2015 on file with the New Prague Planning Department.
2. The preliminary plat shall be effective for a period of 12 months from the date of City Council approval.
3. Approval is subject to all recommendations of the Public Works Director, Utilities General Manager, City Engineer, MnDOT and DNR as outlined in their respective review comments.
4. Approval is subject to all recommendations of the City Attorney.
5. Construction plans must be approved by the City Engineer, Public Works Director and Planning / Community Development Director prior to their completion.
6. The preliminary plat approval is subject to utility extension permits from the Minnesota Pollution Control Agency and the Minnesota Department of Health.
7. The wetland permit application for mitigation can be processed at any time and must be approved prior to final plat approval.
8. The wetland buffer easements are required to be noted as a conservation easement or dedicated outlot and also have signage installed per Zoning Ordinance Section 734, Section 4 (E)(12) which states that the signs shall be installed at 200' intervals along the buffer to define its edge. The signs must be at least 12" x 12" in size at least 4' above grade.
9. Park Land Dedication payments in lieu of land dedication will be collected at the time of building permit issuance. The land dedication is based on the equivalent of 282 sq. ft. of land multiplied by the number of employees expected to work at the establishment based on a fair market value of the land at \$56,207.48 an acre.
10. Development fees including the WAC Charge, Sidewalk Fee, and Siren Fee are required to be paid at the time of final plat approval.
11. The ROW shown on the west side of the preliminary plat must be changed to an outlot.
12. A sidewalk or trail along either the north side or south side of 6<sup>th</sup> Street NW will not be required to be installed until a later date.
13. The extensions of 6<sup>th</sup> Ave. NW and 8<sup>th</sup> Ave. NW will not be required to be completed until a later date.

Motion carried (3-0).

## 5. Miscellaneous

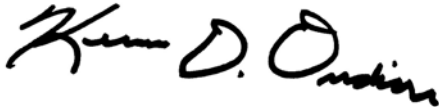
The following miscellaneous items were reviewed as information only:

- A. Monthly Business Update – Planning Director Ondich provided the Monthly Business update to the Planning Commission that had been provided to the EDA earlier in the month.

## 6. Adjournment

A motion was made by Gilman, seconded by Meyer to adjourn the meeting at 7:14 p.m. Motion carried (3-0).

Respectfully submitted,

A handwritten signature in black ink that reads "Kenneth D. Ondich". The signature is written in a cursive style with a large, stylized "K" and "O".

Kenneth D. Ondich  
Planning Director