OTSEGO PLANNING COMMISSION MEETING
OTSEGO CITY HALL
September 21, 2020
7:00 PM

Call to Order.
Chair Offerman called the meeting to order at 7:00 PM.

Roll Call: Chair Alan Offerman; Commissioners: Vern Heidner, David Thompson, Charles Foster; Present via teleconference: Pam Black and Richard Nichols; Absent: Commissioners: Jim Kolles and Aaron Stritesky Present: City Council: CM Tom Darkenwald. City Staff: City Planner Daniel Licht and City Deputy Clerk Bethany Benting.

1. Announcements:

City Planner Licht stated that Commissioners Black and Nichols are participating via teleconference in accordance with Minnesota Statute 13D.015.

2. Consider the following minutes:
   2.1 Planning Commission September 08, 2020.

Commissioner Heidner motioned to approve the minutes as written. Seconded by Commissioner Foster. Roll Call: Those for; Offerman, Foster, Heidner, Black, Nichols and Thompson. Those opposed; None. Motion carried. 6-0

3. Public Hearing Items:
   3.1 Villas at Kittredge Crossing
      A. Comprehensive Plan amendment
      B. PUD District amendment
      C. PUD Development Stage Plan/Preliminary Plat

City Planner Licht presented the Planning Report.

Applicant Steve Kroiss was present and agreed to the staff report.

Chair Offerman opened the Public Hearing at 7:15 PM.

There were no public comments.

Chair Offerman closed the Public Hearing at 7:16 PM.

Commissioner Heidner said he is concerned about oversize parking. City Planner Licht said the City could designate a no parking zone to address long-term on-street parking. Chair Offerman and Commissioner Foster also voiced their concerns about parking.

Chair Offerman stated he would like to see a turnaround at the end of the private driveway for an oversize vehicle.

Commissioner Thompson asked about the width of Kittredge Parkway and the private drive. City Planner Licht explained that Kittredge Parkway is a 46-foot-wide street and the private drive is proposed as 24 feet wide.

Chair Offerman said this is a good fit for this property with the physical restraints it has but would like to look into parking improvements. Chair Offerman also asked if the Kittredge Crossings monument sign would be maintained by the developer. City Planner Licht said the monument sign is within the property and will need to be addressed by the HOA documents.

Commissioner Foster asked about the price of the units. Mr. Kroiss stated the price of the dwellings is around $300,000.

City Planner outlined proposed additional conditions of approval based on the discussions of the Commissioners.

Commissioner Foster stated the layout and design looks good but he is concerned about the parking situation.

City Planner Licht asked the Commissioners if they support the concept plan for Phase 2. All Commissioners agreed.

Commissioner Heidner motioned to recommend approval of amendments to the Comprehensive Plan and Kittredge Crossing PUD District to allow Medium-to High Density Residential land use of Outlot H, Kittredge Crossing. Seconded by Commissioner Thompson. Roll Call: Those for; Offerman, Heidner, Black, Nichols and Thompson. Those opposed; Foster. Motion carried. 5-1

Commissioner Heidner motioned to recommend approval of a PUD Development Stage Plan, preliminary plat, and vacation of existing drainage and utility easement for Outlot H, Kittredge Crossings, subject to the conditions as stated in the report amended to include:

14. The site plan shall be revised to shift the buildings east as necessary to preserve the existing trees along Kittredge Parkway, subject to review and approval of City staff.

15. The site plan shall be revised to provide for a vehicle turnaround at the terminus of the private drive, subject to review and approval of City staff.

16. The following No Parking Zones shall be posted on Kittredge Parkway between 70th Street and 71st Street in accordance with Section 7-2-2.A.1 of the City Code:

    a. No parking between the hours of 2:00AM an 6:00AM each day abutting the east curb.

    b. No parking at any time abutting the west curb.

    c. The City Engineer shall establish a minimum setback from the intersection of Kittredge Parkway and 70th Street for parking abutting the east curb.

Seconded by Commissioner Thompson. Roll Call: Those for; Offerman, Foster, Heidner, Black, Nichols and Thompson. Those opposed; None. Motion carried. 6-0

3.2 Riverwood Townhouse Association
A. PUD Development Stage Plan amendment

City Planner Licht presented the Planning Report.

Applicant Steve Shea, President of Riverwood Townhouse Association, was present and agreed to the staff report.

Chair Offerman opened the Public Hearing at 7:48 PM.

City Planner Licht stated he had conversations with 2 homeowners to the East of the site.

Chair Offerman closed the Public Hearing at 7:49 PM.

Chair Offerman asked about other setbacks in other townhouse subdivisions. City Planner Licht explained unit and base lot townhouse subdivisions.

Commissioner Nichols asked if buildings or patios can encroach upon Outlot M. City Planner Licht explained that no structure or improvement can encroach upon the outlot. Mr. Shea noted that the HOA would manage the Outlot.

Commissioner Thompson motioned to recommend approval of a PUD Development Stage Plan amendment for Lots 1-17, Block 4, Riverwood National subject to the following conditions as stated in the report. Seconded by Commissioner Foster. Roll Call: Those for; Offerman, Foster, Heidner, Black, Nichols and Thompson. Those opposed; None. Motion carried. 6-0

4. Update on City Council actions.
CM Darkenwald updated the Planning Commission on recent City Council actions.

5. Update on future Planning Commission Agenda items.
City Planner Licht updated the commissioners on possible future agenda items.

6. Adjourn.
Commissioner Foster motioned to adjourn. Seconded by Commissioner Thompson. Roll Call: Those for; Offerman, Foster, Heidner, Black, Nichols and Thompson. Those opposed; None. Motion carried. 6-0

Adjourned at 8:02 PM.

Alan Offerman, Chair

ATTEST: Bethany J. Benting
Bethany Benting, Deputy Clerk