



SCOTT COUNTY  
PLANNING ADVISORY COMMISSION  
MEETING MINUTES

Scott County Government Center  
200 Fourth Avenue West  
Shakopee, Minnesota

Monday, June 8, 2020

Broadcast via Webex Teleconference from Scott County Boardroom at 6:30 PM

**I. ROLL CALL AND INTRODUCTIONS**

Chair Vonhof opened the meeting at 6:30 pm with the following members present, Donna Hentges, Ed Hrabe, Lee Watson, Ray Huber, Barbara Johnson and Gary Hartmann. All present via Webex Teleconference.

County Staff Present: Marty Schmitz, Zoning Administrator; Greg Wagner, Principal Planner; Nathan Hall, Associate Planner, Kiera Swanson, Audio Visual Assistant; Tom Wolf, County Board Commissioner; and Barb Simonson, Deputy Clerk to the Board. All present via Webex Teleconference.

**II. APPROVAL OF MAY 11, 2020 MINUTES**

**Motion by Commissioner Hengtes; second by Commissioner Watson to approve the minutes of May 11, 2020 Planning Advisory meeting. Commissioner Huber and Commissioner Hrabe joined the meeting after the approval of the minutes.**

Chair Vonhof called for a roll call vote with results as follows:

**Commissioner Vonhof: Aye**

**Commissioner Hartmann: Aye**

**Commissioner Hentges: Aye**

**Commissioner Hrabe: Not present at the time of the vote**

**Commissioner Huber: Not present at the time of the vote**

**Commissioner Johnson: Aye**

**Commissioner Watson: Aye**

**The motion passed with 5 Ayes.**

**III. CONSENT AGENDA**

**3.1 PUBLIC HEARING 6:30 PM: BRUCE KOEPP (PL#2020-022)**

- A. Request to Rezone 50.12 Acres From A-1, Agricultural Preservation District to A-3, Agricultural Preservation Density District.
- B. Request for Preliminary Plat and Final Plat of the Jonason Family Ridge Consisting of one lot and two Outlots on 50.12 Acres in the A-3 District.

**Location:** Section 27  
**Township:** Blakeley  
**Current Zoning:** A-1

**Criteria for Approval:**

1. *Adequate Drainage* – the proposed plat meets all storm water drainage requirements as identified in Chapter 6 of the zoning ordinance.
2. *Adequate Potable Water Supply* – the parcel will utilize an individual well.
3. *Adequate Roads or Highways to Serve the Subdivision* – the lot has frontage on 270<sup>th</sup> Street West and Raven Road, both gravel Blakeley Township roads. Access permits are required from the township for any new accesses.
4. *Adequate Waste Disposal Systems* – the proposed lot will meet all requirements of the individual sewage treatment system ordinance prior to County Board consideration.
5. *Consistency with the Comprehensive Plan* – the proposed plat conforms to the goals and policies contained in the 2040 Comprehensive Plan for the development in the Agricultural Area.
6. *Public Service Capacity* – the proposed development does not adversely impact the public service capacity of local service providers.
7. *Consistency with the Minnesota Environmental Quality Board's Policies*- *the proposal does not require any environmental review and is therefore consistent with the policies of the Minnesota Environmental Quality Board.*
8. *Consistency with Capital Improvement Plans* – the proposed plat is not requiring any county funded road improvements; therefore, it is consistent with the County’s capital improvement plan.

**3.2 PUBLIC HEARING 6:30 PM: WEBB PALLET SERVICES (PL#2020-013)**

- A. Request for Conditional Use Permit Amendment to Construct an Office Building and Other Site Alterations

<b>Location:</b>	Section 4
<b>Township:</b>	Sand Creek
<b>Current Zoning:</b>	I-1

**Criteria for Approval:**

1. The use will not create an excessive burden on public facilities and utilities that serve or are proposed to serve the area.  
*The property is served by paved public roads. There are no imminent plans to provide municipal services to the area.*
2. The use will be sufficiently compatible with, or separated by sufficient distance from, or screened from adjacent agricultural or residential land uses so that there will be no deterrence to the use or development of adjacent land and uses.  
*The use is allowed in the I-1 district through a CUP, and adjacent uses are generally industrial in nature and of similar type. Additional plant material is proposed to further screen the neighboring residence from the facility.*

3. Each structure or improvement is so designed and constructed that it is not unsightly in appearance to the extent that it will hinder the orderly and harmonious development of the district wherein proposed.  
*The proposed structure will use exterior finishes similar to office park buildings in the area.*
4. The use is consistent with the purposes of the Ordinance and the purposes of the zoning district in which the applicant intends to locate the proposed use.  
*The use is consistent with the uses allowed as a CUP in the I-1, Rural Industrial District.*
5. The use is not in conflict with the Comprehensive Plan of Scott County.  
*The Comprehensive Plan guides this property as Industrial.*
6. Adequate measures have been taken to provide ingress and egress so designed as to minimize traffic congestion, provide adequate access to public roads, and provide sufficient on-site parking.  
*Access to the site will be maintained from Jordan Avenue, a paved Township road. Adequate parking is included in the proposed changes to the site.*
7. Adequate water supply, individual sewage treatment system facilities, erosion control and stormwater management are provided in accordance with applicable standards.  
*The proposed business expansion will utilize an individual well and private sewage treatment system, as well as stormwater infiltration areas.*
8. All buildings/structures must meet the intent of the State Building Code and/or fire codes.  
*The proposed building will require building permits and review by the Scott County Building Department for conformance to the State Building Code.*

**Conditions of Approval:**

1. The applicant is to notify the Scott County Zoning Administration Department in January of each year, stating they are in compliance with the conditions of the Conditional Use Permit (CUP). Failure to do so may be a basis for revocation of the Conditional Use Permit.
2. If ownership of the building changes, the new owner shall contact the Sand Creek Township Board and the County Planning Office to review the conditions of the Conditional Use Permit.
3. Oils, solvents and other hazardous wastes shall be managed in accordance with the Scott County Hazardous Waste Management Ordinance.
4. Adequate parking shall be provided on site.
5. Only domestic sewage may be discharged to the septic tank/drainfield. All wastewater from commercial industrial floor drains and non-domestic sink sources shall be pumped to a holding tank unless otherwise approved in writing by the Scott County Environmental Health Office.
6. The property shall be maintained in a neat and orderly manner, including landscaping and fence screening.
7. Signage shall conform with the Scott County Sign Ordinance.
8. All solid waste shall be managed according to the Scott County Solid Waste Ordinance.

9. No burning of solid waste shall be allowed on site.
10. The operation shall be conducted according to the applicant's letter dated 12-16-96 and site plan dated 05-27-2020.
11. The existing residence shall be removed from the site within 5 years from the date the CUP amendment is approved.
12. Prior to any construction or grading, the applicant shall provide the County with a \$5,000 financial guarantee to ensure compliance with required site improvements including grading/stormwater management facilities, landscaping, paving, screening fence, and other improvements required by the Scott County Zoning Ordinance.

**Motion by Commissioner Huber; second by Commissioner Hrabec to approve the consent agenda.**

**Chair Vonhof called for a roll call vote with results as follows:**

**Commissioner Vonhof: Aye**

**Commissioner Hartmann: Aye**

**Commissioner Hentges: Aye**

**Commissioner Hrabec: Not present at the time of the vote**

**Commissioner Huber: Aye**

**Commissioner Johnson: Aye**

**Commissioner Watson: Aye**

**The motion passed with 6 Ayes**

**IV. PUBLIC HEARING 6:35 HIGHWAY 169 COMMERCIAL PLAT (PL#2017-003)**

- A. Request for Preliminary Plat for Highway 169 Commercial Subdivision Consisting of 6 Lots on 40 Acres.

<b>Location:</b>	Section 21
<b>Township:</b>	Louisville
<b>Current Zoning:</b>	C-1

Planner Marty Schmitz presented the staff report for this application. The specific details within the staff report and a video are available on the Scott County Website link: [June 8, 2020 Planning Advisory Commission Agenda Packet](#). (To view the staff report on the county website using the link, click on the download arrow and click on Agenda, then Save and then Open. Next open the bookmark at the top of the page and click on the Hwy 169 Commercial project name.)

Chair Vonhof opened the floor for Commissioner Questions and Comments

Commissioner Johnson inquired about a house on the property and if it will be removed. *Mr. Schmitz reported there was no house on this property to be removed but there was on the previous project report which was slated to be removed within 5 years.*

Commissioner Hentges commented on the significant number of conditions that will have to be met for approval and asked for confirmation that this initial approval just for the preliminary plat. *Mr. Schmitz confirmed there are several conditions that need to be resolved including the on-site septic systems and whether NSP will give access to the utility easement for proposed improvements. The Environmental Health department was confident the issues regarding the septic sites can be addressed. The issues raised by the Township Engineer*

and the Natural Resource departments concerns about stormwater will be addressed prior to the matter going before the county board. The County has offered the applicant the ability to utilize excess capacity in a large stormwater pond within the proposed plat that is maintained by the county. Any use of this pond by the applicant will require a maintenance agreement with the applicant. Mr. Schmitz referred to the developer for further information.

Applicant Jess Moeding reported he has been in contact with NSP on the matter. He has an old letter of approval on a similar plat but thought he should get an updated approval on this plat which is in process of being reviewed. In another development he worked on, NSP allowed improvements to the easement so feels it is a common issue.

Chair Vonhof opened the meeting for public comment. County staff reported they did not receive any public comment regarding the application prior the meeting, however, have received one email from the public during the meeting:

Audrey Murante, 13610 Skyline Cir, inquired:

- If their home value will be impacted by the request to build below and if trees or screening will be built

Mr. Schmitz responded to the question. He reported the property is zoned Commercial, the applicant is developing the property in compliance with the County's Comprehensive Plan and zoning ordinances, which designate the area along Highway 169 to be commercial. Regarding the trees, the applicant is planning to maintain the trees along the southern portion of the property and a greenbelt planting strip will be installed along the northern portion of the property. The greenbelt planting strip will consist of a variety of evergreens, deciduous trees and shrubs of a sufficient density to compose an 80% visual screen to a height of 6 feet. Mr. Schmitz also noted the septic sites within the trees are alternate sites and would not be used unless there is a problem with the primary sites.

**Motion by Commissioner Hartman to close the public hearing; second by Commissioner Watson to close the public hearing. The motion carried unanimously as follows per roll call vote:**

**Commissioner Vonhof: Aye  
Commissioner Hartmann: Aye  
Commissioner Hentges: Aye  
Commissioner Hrabe: Aye  
Commissioner Huber: Aye  
Commissioner Johnson: Aye  
Commissioner Watson: Aye**

**Motion by Commissioner Johnson; second by Commissioner Hartman based on the criteria for approval listed in the staff report, to recommend approval of the Preliminary Plat of the Highway 169 Commercial Plat, noting that this recommendation is subject to approval of the conditions listed in the staff report that must be satisfactorily addressed prior to county Board consideration of the project. The motion carried unanimously per roll call vote as follows:**

**Commissioner Vonhof: Aye  
Commissioner Hartmann: Aye  
Commissioner Hentges: Aye  
Commissioner Hrabe: Aye  
Commissioner Huber: Aye**

**Commissioner Johnson: Aye**  
**Commissioner Watson: Aye**

**Conditions to be Satisfied Prior to County Board Consideration of Preliminary Plat:**

1. Any conditions stated in the Scott County Environmental Health Department review of the proposed septic drain field sites.
2. Any conditions stated in the Scott County Natural Resources Department review of the stormwater management plan, grading plan, and erosion control plan.
3. Any requirements listed in the Louisville Township recommendation or the review comments of the Township Engineer.
4. Any comments/conditions listed in MNDot's review of the Plat.
5. The wetland delineation reports shall be reviewed and approved by the SWCD and Louisville Township.
6. Applicants must receive approval from NSP to located septic and storm water facilities within the 200 foot power line easement.
7. A Development Agreement is drafted to ensure all required site improvements are constructed and installed according to the approved plans. This agreement will be a Three-Way Agreement between the Developer, Township and County. Approval of the Development Agreement will accompany the Final Plat.

**Criteria for Plat Approval:**

1. *Adequate Drainage* – the proposed plat will meet all stormwater drainage requirements as identified in Chapter 6 of the zoning ordinance prior to County Board consideration.
2. *Adequate Potable Water Supply* – the proposed plat, utilizing an individual wells, meets the requirements of the zoning and subdivision ordinances.
3. *Adequate Roads or Highways to Serve the Subdivision* – the property will have access and frontage on a frontage road (Louisville Road) that has been constructed by the County. Driveway access to the lots will be off the frontage road.
4. *Adequate Waste Disposal Systems* – the proposed lot will meet all requirements of the individual sewage treatment system ordinance prior to County Board consideration.
5. *Consistency with the Comprehensive Plan* – the proposed plat conforms to the goals and policies contained in the 2030 Comprehensive Plan for development in the Commercial/Industrial Area.
6. *Public Service Capacity* – the proposed development does not adversely impact the public service capacity of local service providers.
7. *Consistency with the Minnesota Environmental Quality Board's Policies*- the proposal does not require any environmental review and is therefore consistent with the policies of the Minnesota Environmental Quality Board.
8. *Consistency with Capital Improvement Plans* – the proposed plat takes advantage of the frontage roads constructed as part of the 169/41/78 intersection project and is consistent with the County's capital improvement plan.

**V. PLANNING MANAGER UPDATE REPORT-Presented by Greg Wagner**

**VI. GENERAL & ADJOURN**

**Motion by Commissioner Hartmann; second by Commissioner Hrabec to adjourn the meeting at 7:05 PM. The motion carried unanimously per roll call vote as follows:**

**Commissioner Vonhof: Aye**  
**Commissioner Hartmann: Aye**

Commissioner Hentges: Aye  
Commissioner Hrabe: Aye  
Commissioner Huber: Aye  
Commissioner Johnson: Aye  
Commissioner Watson: Aye

  
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Tom Vonhof  
Chair, Planning Advisory Commission

  
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Barbara Simonson  
Deputy Clerk to the Board

  
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Date

  
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Date