

**ROSEMOUNT PLANNING COMMISSION
REGULAR MEETING PROCEEDINGS
MARCH 18, 2024**

CALL TO ORDER/PLEDGE OF ALLEGIANCE

Pursuant to due call and notice thereof, a regular meeting of the Planning Commission was held on Monday, March 18, 2024, at 6:30 PM. in Rosemount Council Chambers, 2875 145th Street West.

Chairperson Kenninger called the meeting to order with Commissioners Reed, Hebert, Thiagarajan, Rivera, and Whitman.

Staff present included the following: Community Development Director Kienberger, Senior Planner Nemcek, Planner Hogan, and Community Development Technician Grant.

ADDITIONS TO AGENDA

None.

AUDIENCE INPUT

None.

CONSENT AGENDA

Motion by Kenninger **Second by** Reed

Motion to approve the Consent Agenda.

Ayes: 6.

Nays: None. Motion Carried.

- a. Minutes of the February 26, 2024 Work Session
- b. Minutes of the February 26, 2024 Regular Meeting
Commissioner Whitman pointed out a needed adjustment within the Adjournment section of the February 26, 2024 regular meeting minutes. Whitman requested revising the sentence, "A special meeting will be held at 6:30 p.m. in the Council Chambers on March 6th to approve the items within this agenda" to "...on March 6th to consider the items within this agenda."
- c. Minutes of the March 6, 2024 Regular Meeting

OLD BUSINESS

PUBLIC HEARINGS

- a. Request by Enclave Companies for approval of a rezoning of the subject property from R4 PUD to R3 PUD and a major amendment to the Amber Fields Planned Unit Development to construct 132 townhomes on Lot 1 Block 1, Amber Fields 6th

Addition. **The applicant has requested that this item be continued to the next meeting.**

Senior Planner Nemcek introduced the proposal by Enclave Companies of Amber Fields for rezoning and a major amendment to the Amber Fields Planned Unit Development (PUD) agreement. Nemcek stated the applicant has requested to postpone consideration of this item until the next Planning Commission meeting in April.

The Public Hearing opened at 6:35 p.m.

Motion by Kenninger Second by Reed

Motion to continue the Public Hearing to the April 23, 2024 Planning Commission meeting.

Ayes: 6.

Nays: None. Motion Carried.

- b. Request by Maplewood Development for approval of the Amber Fields 17th Addition preliminary and final plats to create 120 single family lots.

Planner Hogan presented the application by Maplewood Development for the preliminary and final plats of the Amber Fields 17th Addition.

The Public Hearing opened at 6:41 p.m.

The Public Hearing closed at 6:42 p.m.

Motion by Kenninger Second by Hebert

Motion to close the Public Hearing.

Ayes: 6.

Nays: None. Motion Carried.

Commissioner Comments

Chair Kenninger verified with Planner Hogan that the minimum side yard setback requirements for the Amber Fields PUD remain consistent with those of the Amber Fields 17th Addition. Commissioner Reed shared he had no objections to the application or the request.

Motion by Reed Second by Whitman

Motion to recommend the City Council approve the Preliminary and Final Plats for Amber Fields 17th Addition, subject to:

1. Execution of a Subdivision Agreement.
2. Conformance with all requirements of the City Engineer as detailed in the attached memorandum dated March 14, 2024
3. No structures are allowed within any easement areas.
4. The plat shall be updated to provide a temporary cul-de-sac for the southern extension of the western portion of Ardara Ridge Road.
5. Payment of \$56,100 as a landscape surety.
6. Compliance with the conditions and standards within the Parks and Recreation

Director's memorandum dated March 15, 2024

7. Payment of trunk area charges in the amount of:
 1. Sanitary Sewer Trunk Charge: \$1,075/acre
 2. Watermain Trunk Charge: \$6,500/acre
 3. Storm Sewer Trunk Charge: \$6,865/acre

Ayes: 6.

Nays: None. Motion Carried.

- c. Request by First State Bank of Rosemount for approval of a PUD Final Site and Building Plan and a Conditional Use Permit for drive-through facilities.

Senior Planner Nemcek presented the application by First State Bank of Rosemount for a PUD final site and building plan and Conditional Use Permit (CUP).

The Public Hearing opened at 7:07 p.m.

Mark Toombs, First State Bank of Rosemount - 3025 145th St W Rosemount, MN 55068

Sean Raboin, HTG Architects - 1010 Mainstreet Hopkins, MN 55343

Toombs indicated that the coffee shop would likely operate from 5:30 a.m. to 4 p.m. on weekdays, while the bank's hours would adhere to standard timings: 7 a.m. to 5:30 p.m. on weekdays and 8 a.m. to noon on Saturdays. Toombs clarified that the coffee shop would not be affiliated with any chain or franchise. Commissioner Reed requested a walk-through of the site's traffic flow from the applicants. Raboin outlined the directional traffic flow on the site, noting the installation of various wayfinding and navigational aids. Raboin and Toombs also provided commissioners with details regarding peak traffic at the downtown First State Bank in Rosemount and potential peak traffic hours for both the bank and the coffee shop.

Commissioner Hebert inquired about the track record of similar projects, access through the glass partition, and the proposed 1500 square feet addition depicted on the site plan. Raboin referred to successful ventures combining banks and coffee shops in Waconia and Northfield as examples. He emphasized that access through the glass partition would be available to both the public and employees. Toombs mentioned that while there is currently no expansion plan in place, the applicant aimed to ensure sufficient space for expansion if necessary. Chair Kenninger asked for clarification on the accessibility of the community room. Toombs clarified that while the room would be available for groups requiring conference space, it would typically not be open to the public without a prior booking arrangement.

Commissioner Thiagarajan asked about the intended use of the basement and lounge space. Toombs explained that approximately 1500 square feet in the basement would serve as storage, housing mechanical and electrical components for both occupants. Toombs further clarified that the lounge space would be designated for First State Bank employees in compliance with ADA regulations. Commissioner Hebert asked what the construction timeline will be. Toombs and Raboin shared that they aim to complete construction ideally by early spring of 2025.

The Public Hearing was closed at 7:18 p.m.

Motion by Kenninger Second by Reed

Motion to close the Public Hearing.

Ayes: 6.

Nays: None. Motion Carried.

Commissioner Comments

Chair Kenninger and Commissioner Rivera asked about traffic patterns and peak business hours. Senior Planner Nemcek provided an explanation on how traffic would circulate within and around the site. Nemcek clarified that the inner-drive from Abbey Field does not directly connect to Akron Avenue. Commissioner Hebert inquired about pedestrian access points and the proposed 1500 square feet addition depicted on the site plan. Senior Planner Nemcek specified that pedestrian access would come from Abbey Field via a designated crosswalk and deferred to the applicant for details regarding the addition. Nemcek commented that the addition must adhere to all code requirements and undergo a zoning review process.

Motion by Reed Second by Hebert

Motion to approve the Planned Unit Development Final Site and Building Plan for First State Bank of Rosemount to construct a combined financial institution and coffee shop, subject to the following conditions.

1. Approval of a Conditional Use Permit for drive-through facilities.
2. Approval of a plat subdividing the subject parcel that is consistent with that shown on the site plan.
3. The applicant shall update the landscape plan to provide one additional parking lot tree and also provide landscape plantings to screen the parking area and drive-through exit from County Road 42.
4. Non-essential lighting shall be turned off after business hours.
5. Compliance with all comments and requirements of the City's engineer detailed in the Engineer's Memo dated March 14, 2024.

Ayes: 6.

Nays: None. Motion Carried.

Motion by Reed Second by Hebert

Motion to recommend the City Council approve a Conditional Use Permit allowing drive-through facilities for First State Bank of Rosemount, subject to the following conditions:.

1. Approval by the City Council of a minor amendment to the Prestwick Place PUD reducing the minimum stacking spaces from 6 per drive-through lane to 4.
2. The applicant shall update the landscape plan to provide plantings to screen vehicles existing the bank drive-through from County Road 42.
3. Public address systems and ordering speakers shall not be audible at the property lines.
4. The text on the menu board shall not be so large as to be visible from the public right-of-way or to serve as off-site advertising.
5. Size and design of menu boards shall conform to condition seven (7) of the drive-through facility conditional use permit standards.

Ayes: 6.

Nays: None. Motion Carried.

d. Zoning Code Update - Title 11 Zoning Regulations of the Rosemount City Code

The Community Development (CD) Director, Kienberger, welcomed the HKGi consultants, who proceeded to present the 2024 Zoning Code Update for the Rosemount City Code.

The Public Hearing opened at 8:09 p.m.

The Public Hearing closed at 8:10 p.m.

Motion by Kenninger Second by Thiagarajan

Motion to close the Public Hearing.

Ayes: 6.

Nays: None. Motion Carried.

Beth Richmond, HKGi - 800 Washington Ave N, Suite 103, Minneapolis, MN 55401

Jeff Miller, HKGi - 800 Washington Ave N, Suite 103, Minneapolis, MN 55401

Commissioner Comments

Commissioner Reed asked if the new 7.5 feet setback for the R-1 district would apply to homeowners with homes set to the former 10-foot setback. Richmond stated that if any homeowners decided to expand or rebuild, the 7.5 feet setback would apply. Commissioner Reed asked if the landscaping requirements would apply to property owners who have fulfilled building plans prior to adoption. Richmond stated she did not believe the requirements would apply to older building plans and their corresponding properties. CD Director Kienberger said the City Council is currently considering a code enforcement process, which would be applicable to handling such requirements. City staff confirmed that any property landscaping requirements must transfer to any new property owners, and landscaping must be replaced if any of it dies or is removed. Commissioners asked questions about property requirements, recording, and transferring that information to new property owners. CD Director Kienberger provided examples, such as a covenant or recording with Dakota County as possibilities, but the process would be reviewed between the City and the City Attorney prior to adoption. Kienberger noted that landscape sureties and escrow is one method of ensuring landscaping requirements are met by developers.

Commissioner Whitman asked where the 25% number derives from as it pertains to residential use in mixed-use zoning. Whitman asked what happens if a property owner comes forward with a project but they have over the 25% threshold of residential, for example 30% residential. City staff and HKGi consultants shared that the 25% residential amount derived from reviewing visioning concepts. City staff shared that the 25% threshold is determinable and variable per case, with the 25% residential amount to be an expectation for developers on the front-end to minimize risk. Commissioner Whitman supports this provision. Miller noted that the 25% requirement is a parameter, but more flexible compared to other cities' provisions. Commissioner Rivera requested that the legend of the proposed zoning map to include label titles and not just abbreviations.

Chair Kenninger asked why the commercial development along County Rd 42 is zoned as B-1,

while the nodes of development are zoned MX-2. CD Director Kienberger answered that the MX-2 zoning is a direct reflection of the visioning exercise for those development nodes. Chair Kenninger requested that ash trees be removed from required landscaping and that the city road names be used instead of the county road names for consistency. Chair Kenninger asked for clarification on guest parking for 3-4 unit developments. Miller stated that the 3-4 units are lower-density housing types, thus usually not requiring guest parking.

CD Director Kienberger stated that the meeting aims to encompass all matters pertaining to the zoning code update. Kienberger shared the City's ability to revise and amend the Rosemount City Code if necessary. Senior Planner Nemcek expressed City Staff's enthusiasm of the zoning code update and where to contact City Staff for questions or concerns.

Motion by Kenninger Second by Whitman

Motion to hold a public hearing and make a motion to recommend City Council adopt the proposed updates to the City's Zoning Code and Subdivision Ordinance at one of their meetings in May.

Ayes: 6.

Nays: None. Motion Carried.

NEW BUSINESS

None.

DISCUSSION

Chair Kenninger thanked Commissioners Thiagarajan and Hebert for their service on the Rosemount Planning Commission. Chair Kenninger also congratulated and thanked Senior Planner Anthony Nemcek for being awarded the City Employee of the Year for 2023.

ADJOURNMENT

There being no further business to come before the Planning Commission, the meeting was adjourned at 8:16 p.m.

Respectfully submitted,

Alysha Grant
Community Development Technician