

**PLANNING COMMISSION
CASCADE TOWNSHIP – OLMSTED COUNTY – MINNESOTA
August 17, 2010**

Commission members present: Michael Brown, Arlen Heathman, Joe Kocer, Kevin Lenz
Guests Present: Cedric Schutz (Land Consultants), Adam DeCook (Salley Hill Dev.), Brenda DeCook (Salley Hill Dev.), Harold Atkinson, Nan Frie, Roger Ihrke (TCPA)

Meeting called to order at 7:02PM by Commissioner Heathman

Com. Lenz moved to approve the minutes, as distributed, for the July 20, 2010 Planning Commission meeting. Second by Kocer. All voted in favor. Motion passed.

Com. Heathman provided an update on Cascade Town Board activities and meetings.

- A resident has requested a deaf child informational sign to be installed in their neighborhood in the St. Mary's Hills area.
- A stop sign on Chippewa Dr. has gone missing. After consultation with the county engineer it was determined that the stop sign should not be replaced in its original location but moved to the intersecting street. The interested parties from the neighborhood did not attend the meeting where this item was discussed. The town board will take no action on this item at this time.
- Financing for the town hall approved by the voters has hit a snag. From a meeting with a MATS attorney it was learned that the township can not use bank loans as financing for the building. The only options are a USDA loan or the issuance of bonds. It was recommended by MATS that a financial consultant be retained, at a projected cost of \$5K - \$10K, to guide the financing activities if there was a decision to proceed. Additional detail was provided by town supervisor Atkinson on the cost and mechanics of both financing options with bonds being more expensive and restrictive regarding early payment.
- In addition to the last town board meeting, the supervisors held a meeting to review the town hall bids for acceptability. KBS is the apparent low bid meeting the requirements. the supervisors also attended the aforementioned meeting with the MATS attorney to review financing options for the town hall.
- A meeting will be held on September 1, 2010 at the town maintenance building to determine the action for the town hall. This meeting will determine if the town proceeds with the town hall or chooses to reject all bids and delay any action on the town hall until a future time.

Com. Brown moved to take the Salley Hill Development discussion off the table from the previous commission meeting. Second by Kocer. All voted in favor. Motion carried.

TCPA staff (Roger Ihrke) provided an update on the review of the final plat submission for the Salley Hill Development. The Commission was provided with updated copies of the plat.

- Pg 1 of the plat has been corrected.
- There remain some issues with radius, curve and measurement markings.
- The duplicate outlot designation has been fixed. However, After the road vacation request is approved outlot D will be eliminated and outlot E will become outlot D.

- Well agreement #7 has not been presented but it is not needed as the lot to which it applies is a single lot.
- Driveway agreements for outlots A and B are acceptable but the driveway agreement for outlot C should allow for signature approval by the township.
- The river access and environmental corridor document was reviewed by Roger with issues as noted in staff's documentation to the commission.

The commission, TCPA staff and the developer reviewed the issues noted in the staff report. No objections were raised to the staff report and proposals.

Adam DeCook provided a response to the issues noted by staff and committed to the following actions.

- The dimensions and data missing from the plat will be corrected. This action is pending the final review of the plat by the county surveyor for completeness with regard to monuments and other required markings. The missing data will be added to the plat as a part of this review process. The plat will be submitted to the county for review following this meeting.
- Well agreement #7 is not needed but in order to avoid revisions to the already approved grading documents, the well agreements will not be renumbered. Instead, a document will be created for well agreement #7 that states it is single party well for the large lot.
- The driveway agreement for outlot C will be updated to add a signature line for the township.
- Outlot C will be increased from the current size of 33 ft. by 80 ft. to 66 ft. by 80 ft. This will allow for better traffic management, snow removal, and parking.
- From the discussion regarding the shared cost of maintaining the bridge on outlot A, it was recommended that the shared driveway agreements for outlots A and B explicitly state that the bridge maintenance costs are shared. The developer agreed to this recommendation.
- The property line for the large lot will be moved by 30 ft. to eliminate the potential for individuals using outlot A and the bridge from traversing private property.
- The document for the environmental corridor will be updated to incorporate the changes recommended by staff.

Com. Brown moved to re-open the meeting for public comment on the final plat submission for the Salley Hill Development. Second by Lenz. All in favor. Motion carried.

Nan Frei (1141 Camelback Ct. NE) inquired about the scale markings on the plat copy. It was stated that the scale markings are for a designated print size and do not scale to reduced size copies.

No other public comments were offered. No objections were stated.

Com. Brown moved to close the public comments. Second by Kocer. All voted in favor. Motion carried.

The scribe provided a recap of the commitments made by the developer (see above) regarding the final plat submission.

Com. Lenz moved to approve the final plat submission, subject to the commitments made by the developer, and forward to the town board for action. Second by Brown. All voted in favor. Motion carried.

The planning commission discussed the need to move the commission meetings to a night other than Tuesday due to conflicts at the church.

Com. Brown moved to change the planning commission meetings to 7PM of the third Wednesday of the month. Second by Kocer. All voted in favor. Motion carried.

Com. Heathman raised the question of the re-appointment order for the commission members. The scribe will research past meeting minutes to determine what protocols were instituted. The town board will be advised of the protocol and order for re-appointment.

Com. Lenz moved to adjourn the meeting. Second by Brown. All voted in favor. Meeting adjourned at 8:37 PM.