

**CITY OF EYOTA  
PLANNING COMMISSION MINUTES  
SPECIAL MEETING OF OCTOBER 29, 2015**

**Present:** Members: Barry Karsjens, Chad Ohl, Janet Hughes, Lief Hughes and Casey Johnson  
Council Reps: Bryan Cornell and Ray Schuchard Secretary: Marlis Knowlton

**Absent:** none

**Guests:** Engineers Daren Sikkink, WHKS & Co. and Craig Britton from Widseth, Smith, Nolting

**Call to Order:** Chair Barry Karsjens called the meeting to order at 7:00 p.m.

**Agenda:** Motion was made by Ohl and seconded by Janet Hughes to approve the agenda as presented. The only agenda item is to review and consider the Stone Garden Estates final plat application submitted by John Keefe. Ayes 5, Nays 0. Motion carried. See "Exhibit A"

Craig Britton is John Keefe's project engineer and was at the meeting to represent Keefe, as Keefe is currently out of state. Daren Sikkink is the City's Engineer.

The Commission noted there were only two main items from the preliminary plat review finding of facts that need to be addressed on the final plat. Those two items were:

1. Generally there is no need to construct the section of street extending Sandstone Drive, adjacent to Lot 9, Block 2 at this time; but need to have attorneys put in place a legal agreement in place to protect the City's interest for the future.
2. There is a need to continue with the sidewalk ordinance that is in place and require the developer to construct a sidewalk on the six lots on the west side of Whetstone Place and on the north side of Lot 6 adjacent to Sandstone Drive.

WHKS's comments from the preliminary plat have been addressed in this final plat and plan submittal:

The portion of Whetstone Place NW which is outside this plat will be permitted to be constructed via the development agreement. Sandstone Drive NW, adjacent to Lot 9, Block 2 will not be constructed now but will be noted in the development agreement that it will not be the responsibility of the City to construct now or at a future date. Keefe Court right-of-way width has been changed to 66 feet.

In response to the final plat, plans and specifications submittal, Sikkink/WHKS submitted written comments. The comments were reviewed and the majority has been agreed to by Britton and is being changed in the plans and specifications; or will be negotiated or noted in the development agreement. See "Exhibit B"

#3 and #23

*#3 The NPDES permanent storm water management will be needed to be addressed for the proposed subdivision. A storm water report for the subdivision is required to determine the amount of new runoff to the regional storm water pond. Modification of the existing regional storm water pond may be required based on the runoff calculation. #23 A storm water pollution prevention plan (SWPPP) should be included with the subdivision plans.*

The existing Stone Ridge area storm water pond was discussed. The developer needs to show the amount of storm water runoff predicted from this new subdivision to determine if modifications to the pond will be needed.

*#9 It has been noted that B624 "batter faced" curb & gutter is to be constructed along the south side of Sandstone Drive N.W. A driveway should be discouraged on Sandstone Drive from Lot 6, Block 1 with batter faced curb. If a driveway is anticipated on to Sandstone Drive for this lot, driveover curb should be specified.*

A driveover curb will probably be installed in this section of Sandstone Drive.

*#21 Back of curb grades around the Keefe Court N.W. cul-de-sac should be supplied to ensure a minimum of 1% grade is maintained.*

Britton noted the current design may not allow for a 1% grade; but it is the intent to ensure good drainage. Sikkink agreed a minimum 1% grade can be negotiated as long as the end result is good drainage.

*#22 The following items should be included with the subdivision grading plan: house style, lowest floor elevation, key grades outside of the house, drainage arrows, future grading contours around individual houses and lot corner grades.*

Grading and elevations have become a higher priority. How a parcel is graded and how buildings are built (elevations) are critical to avoid storm water runoff and other issues. Britton explained they have a good idea what type of house will work on each lot; be it a rambler or walk out, etc. But the size and exact placement of the house will make a big difference. The Commission discussed the building permit application process and concluded that the City needs to assign someone to inspect grade: be that WHKS, Construction Management Services, staff or some other appointee with credentials to inspect elevations and drainage grades.

*#19 Sidewalks Per the City subdivision ordinance #51 and the complete streets policy, sidewalks and pedestrian ramps may be required within the proposed subdivision. Past discussions with the City Planning Commission suggested construction sidewalk and pedestrian ramps along the west side of Whetstone Place N.W. and the south side of Sandstone Drive N.W. including the portion of the sidewalk that is outside of the platted area. This item should be addressed with the developer in the development agreement.*

Britton commented the west side of Whetstone will be graded for future sidewalks and Keefe would rather not install the sidewalks right away. The Commission had a lengthy discussion on sidewalks, both pro and con. Although no agreement could be made it was decided that decisions should be consistent with the current ordinance. *Subdivision Ordinance #51, Article V Requirements for Improvements, Reservations and Design, 5.7 Driveway, Sidewalks and Other Pedestrian Facilities, 1. Sidewalks shall be required in all new subdivisions.*

At least the parcels should be graded for future sidewalks.

Motion was made by Ohl and seconded by Janet Hughes to end this sidewalk discussion, the Commission can not decide if sidewalks should or should not be required in this subdivision, refer the decision to the Council. Discussion: to adhere to the current ordinance, sidewalks should be installed. Ayes 5, Nays 0. Motion carried.

It was also noted that if sidewalks do not go in, the pedestrian ramps should not be installed. The standards and requirements for constructing pedestrian ramps have a history of changing frequently. Sidewalks and ramps should be installed at the same time to meet current standards.

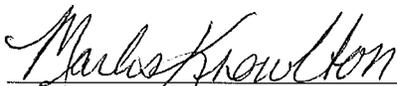
Timing: The engineering changes can be made to the plans and specifications in plenty of time for the November 12 Council meeting. The development agreement should also be finalized the same time the final plat is approved. Britton said he would start creating the agreement using the template provided by the City. The sidewalk issue will need to be negotiated and resolved in order to approve the development agreement.

Keefe's intention is to install the water and sewer utilities and do the rough grade yet this fall. The final plat needs to be approved but not necessarily recorded prior to dirt being moved. The development agreement and other requirements like the performance bond should be finalized before dirt is moved.

Motion was made by Ohl and seconded by Johnson to move this project to the Council, the sidewalks were discussed to be required and with all the changes as recommended by WHKS in their comments. Ayes 5, Nays 0. Motion carried.

Motion was made by Ohl and seconded by Lief Hughes for a directive to the Council to clarify the discussion on the sidewalks and determine if the ordinance should or should not be changed as sidewalks will be a continuing continuous subject that will need to be dealt with. Discussion: have the Council make clear if sidewalks are required in new subdivisions, nonnegotiable; or will the Commission be asked to establish different guidelines. Ayes 5, Nays 0. Motion carried.

**Adjourn:** Motion was made by Ohl and seconded by Janet Hughes to adjourn. Ayes 5, Nays 0. Motion carried. Meeting was declared adjourned at 7:50 p.m.



Marlis Knowlton  
Clerk/Treasurer