

PLANNING COMMISSION

SEPTEMBER 14, 2020

6:30 O'CLOCK P.M.

1. Call to Order
2. Minutes of the Previous Meeting – August 10, 2020
3. Public Hearing Bigelow Voigt 8th Subdivision Final Plat
4. Public Hearing Meadowbrooke Second Preliminary Plat
5. Public Hearing Meadowbrooke Second Final Plat
6. Public Hearing Updated Kasson Zoning Code
7. Tabled Conditional Use Permit Chad Stannard Storage Units
8. Other
9. Adjourn

MINUTES OF PLANNING COMMISSION MEETING
August 10, 2020

Pursuant to due call and notice thereof, a regular Planning Commission meeting was held at City Hall on the 10th day of August, 2020 at 6:30 PM

THE FOLLOWING WERE PRESENT: Commissioner Ferris, Commissioner Zelinske, Commissioner Tinsley, Commissioner Thompson, Commissioner Burton, Commissioner Torkelson and Commissioner Fitch

THE FOLLOWING WERE ABSENT: None

THE FOLLOWING WERE ALSO PRESENT: Administrator Ibisch, Clerk Rappe, Ron Carlson and Tim O'Morrow

CALL TO ORDER AT 6:30PM

MINUTES OF THE PREVIOUS MEETING – JULY 13, 2020 - Commissioner Tinsley pointed out that the storage would be on the south side not north side in the Stannard discussion.

Motion to accept the minutes as corrected made by Commissioner Tinsley, second by Commissioner Zelinske with all voting Aye.

PUBLIC HEARING STANNARD CUP – Administrator Ibisch stated that this is a new Conditional Use Permit for Storage Unit and Outside storage. Ibisch stated that we have not received any of the items that were asked of Mr. Stannard, The Planning Commission needs to define dust proof and what dust proof conditions would look like. Mr. Stannard was not in attendance. Public Hearing opened, No comments. Public Hearing closed. Administrator Ibisch read a definition of “dust proof”.

Commissioner Thompson - He didn't finish with current CUP and wants to change it.
Commissioner Burton – address the dust proof and maybe table this until we can get the information we have asked for.

Commissioner Zelinske – Stannard needs a good base of river rock or sewer rock with chloride. Zelinske would like to see the plans for screening, parking and proper surfacing.

Commissioner Tinley – specify the performance of what needs to be achieved.

Administrator Ibisch stated that staff will email him exactly what is needed and that it is needed by the September meeting.

Motion to Table until the September Meeting made by Commissioner Burton, second by Commissioner Thompson with All Voting Aye.

PUBLIC HEARING FOR MINOR SUBDIVISION – Request by Brad Clemons, Plaza 57 to split off some land. Administrator Ibisch stated that this should allow for proper water distribution and allow for the full use of Mr. Carlson's land. Ron Carlson stated that this strip will allow for a raingarden type lot and then to bore under the driveway for

drainage. Administrator Ibisch stated that we are creating a parcel for Carlson to purchase. Carlson stated that he got an “ok” from MnDOT and the DNR.

Public Hearing Opened.

Ron Carlson - 61698 257th Ave., Mantorville – see comments above.

Public Hearing Closed

Commissioner Zelinske stated this is what we wanted to do in the first place. Ibisch stated this will help drainage.

Motion to Approve made by Commissioner Zelinske, second by Commissioner Fitch. Ayes: Burton, Ferris, Tinsley, Zelinske, Torkelson, Fitch Abstain: Thompson

POTENTIAL REVOCATION OF IMAGES VARIANCE NO WORK PERFORMED AND VARIANCE NOT FILED.

Grounds. Any variance or conditional use permit previously granted or issued may be revoked, suspended or modified on any one or more of the following grounds:

(1) That the approval was obtained by fraud or misrepresentation;

(2) That the use for which such approval was granted is not being exercised;

(3) That the use for which such approval was granted has ceased to exist or has been suspended for one year or more;

(4) That the conditional use permit or variance is being, or has been, exercised contrary to the terms or conditions of such approval, or in violation of any statute, ordinance, law or other regulation;

(5) That the use for which approval was granted was so exercised as to be detrimental to the public health, safety or welfare or so as to constitute a nuisance.

The business is in a different position that it was at the time. No work has been performed. Chairman Ferris was concerned about other variances that have not been acted on. Commissioner Zelinske noted that he had been in favor of this previously however, the business was no longer in operation and control of the site was important for the next owner. There was a lot of discussion regarding variances and having them filed and timelines. The Commission will have a further discussion regarding the procedure for variance filing and make a recommendation to Council this fall when the fee schedule is being set.

Motion to Recommend the Revocation of the Variance of Setback for Images, made by Commissioner Zelinske, second Commissioner Burton. Ayes: Ferris, Burton, Torkelson, Thompson, Fitch and Zelinske. Abstain: Tinsley.

POTENTIAL ANNEXATION REQUEST FOR KASSON MEADOWS 7TH – Administrator Ibisch stated that the annexation will be going to City Council but that he would like to keep the planning and zoning board apprised of annexations due to transportation issues. Ibisch stated that this is a part of a parcel and he would like the whole parcel to come in. His recommendation would be to not accept this unless they bring in the whole parcel.

Commissioner Thompson stated that if we allow him to annex these three lots then we have to address drainage and exits from the neighborhood. However, he still feels it is worth bringing in. Commissioner Burton noted that a west and north access out of this development were vitally necessary and the Comp Plan backs that up.

ZONING ORDINANCE REWRITE – Administrator Ibisch wanted to bring the changes forward on the major change map and the public hearing for the zoning ordinance at the next meeting. Ibisch is comfortable maintaining the current use of these properties. Chairman Ferris stated that he really doesn't want to force a rezone on anyone. Burton stated that we still don't know what the use around some of these properties will be yet and we still have the comp plan to fall back on, at a future time we may have to make a decision on these properties.

OTHER – Administrator Ibisch stated that Bigelow-Voigt will be bringing a plat and the Meadowbrook II plat will be coming in the next month or so. Commissioner Zelinske brought up that Rochester is considering no longer allowing cul-de-sacs. The Board discussed the state of private roads in Kasson and advised against the City's construction of cul-de-sacs in the future

ADJOURN 7:42 PM

Respectfully Submitted,

Linda Rappe, City Clerk



Date: 09/04/20

To: Planning Commission
From: City Administrator
Re: September Meeting Items

I will be out of the office for this month's meeting as I detailed last month however, I wanted to run down the items we have.

The long-awaited City Zoning Code should be nearly finalized. With the Public Hearing tonight, any input from residents can be taken and additions can be made. I think it is in a pretty good spot right now and Linda and I met with Brad 2 weeks ago to make the PUD changes to the map

Bigelow Voight 8th completed a staff review, with those comments and the reviews done by the City Engineer and other staff it seems to be coming together. Brad should be on hand to answer questions, however aside from the ponding, there were not a lot of material changes from the Preliminary Plat.

Meadowbrooke 2nd is a project that wasn't on my radar until early August. However, it has been reviewed by the PZ Committee before and the largest sticking point, the stormwater pond seems to have been resolved. Moving this forward opens a vast swath of NE Kasson and its impact should not be minimized. Appropriate trail connections have been discussed and also the need for upsizing the Water Tower in the NE. I expect this area to be a growth driver over the next 10 years. Overall, it seems like a big positive.

Finally, Linda received a contact from Mr. Stannard regarding his application. She reviewed the necessary items with him at length and he should have the tools he needs to be able to move forward.

Required action: Public Hearings for Bigelow Voight 8th, Meadowbrooke 2nd, and the Zoning Code. Once these are complete, recommendations to Council on which direction to proceed would be appropriate. Staff should be on hand to answer any questions, and I will review the proceedings when I return.



STAFF REPORT

TO: Planning and Zoning Commission
FROM: Brad Scheib, Consulting Planner, HKGi
DATE: September 9, 2020
SUBJECT: Bigelow Voigt 8th Addition – Final Plat
APPLICANT: Bigelow Voigt Development, LLC
OWNER: Bigelow Voigt Development, LLC
LOCATION: PID No. 240290700
MEETING DATE: September 14, 2020
COMPREHENSIVE PLAN: LDR – Low Density Residential
ZONING: R-1 Single Family Residential District

OVERVIEW

On February 26, 2020, the City Council approved the Preliminary Plat and Conditional Use Permit for a Planned Unit Development (PUD) for Bigelow Voigt 8th Addition, for the property located at PID No. 240290700. The PUD and the Preliminary Plat showed the subdivision of the 11.81 acre property into 42 residential lots (14 single family detached residential parcels and 28 single family attached residential parcels) as well an outlot for stormwater ponding and an outlot for private streets. The City Council approved the Preliminary Plat and CUP with a number of conditions to be met prior to the submittal of a Final Plat application.

Review of Resubmitted Preliminary Plat & PUD

The previous approval of the Preliminary Plat and PUD were conditioned upon resubmittal and approval of items prior to application of the Final Plat. The following are updates on conditions related to the previous approvals:

- Resubmittal of the PUD Development Plan with the following items:
 - The general location of the trail is shown within Outlot A
 - Hardcover calculations for the single family attached lots showed that they do not exceed 55%, the amount allowed by the PUD
 - General proposed building designs for the single family detached lots show they meet building height requirements
 - Proposed ownership of Outlots A, B, and C have been noted on the PUD

These resubmitted items **meet all of the conditions required** prior to submitting the Final Plat application. It should be noted that there are still conditions that will need to be met after Final Plat approval, as well as ongoing conditions that will apply to the PUD.

- Resubmittal of Preliminary Plat with the following items:
 - The general location of the trail shown
 - Setback lines shown
 - Drainage and utility easements labeled consistently, with the easement of Bigelow Voigt 7th now being shown as well
 - Hydrant locations have been shown, review and approval by the Fire Chief still needed
 - Proposed sanitary sewer system is shown

These resubmitted items **meet all of the conditions required** prior to submitting the Final Plat application. As noted with the PUD above, there are conditions with the Preliminary Plat approval that are on-going and will continue to apply to the Preliminary Plat.

- The applicant submitted a Grading Plan and an updated Public Improvements Plan set. The details of those have been reviewed by the City Engineer and are included as part of the final plat review

REVIEW PROCEDURE

The applications submitted include the following subdivision requests:

- Final Plat approval

60-Day Final Plat Review Process

Pursuant to Minnesota State Statutes Section 462.358, local government agencies are required to certify final approval within 60 days of a final approval request (application of a Final Plat) if the applicant has complied with all conditions and requirements of the preliminary plat approval. "Day 1" is determined to be September 3, 2020 in accordance with Minnesota Statutes 645.15. The 60-day timeline for the final plat expires on November 2, 2020.

Public Hearing

City Code Section 152.053 requires that a public hearing for review of the final plat be held by the Planning and Zoning Commission. The public hearing notice for the preliminary plat was published in the Dodge County Independent and posted on the City website. The preliminary plat public hearing notice was mailed to all affected property owners located within 350 feet of the subject properties.

FINAL PLAT REVIEW

Review of the Final Plat application submittal finds that the final plat is consistent with the preliminary plat, updated to meet the conditions of Resolution #2.7-20.

Staff notes that the Final Plat should show drainage and utility easements on all property lines of Single Family Detached lots, and all property lines of Single Family Attached lots except where a common wall is shared between units. Current utility easements are only shown at the block level.

City Engineer Review

The City Engineer, in consultation with City Administrative and Public Works Staff, has prepared a detailed review of the Final Plat, Grading Plan, and Public Improvements Plan Set. These comments are summarized in the attached letter, as well as notations on the drawings themselves. These comments should all be considered conditions of approval.

RECOMMENDATIONS

Final Plat

Staff recommends that the Planning and Zoning Commission recommend to City Council approval of the Final Plat of Bigelow Voigt 8th Addition, with the following conditions:

1. The Final Plat shall show drainage and utility easements on all property lines of Single Family Detached lots, and all property lines of Single Family Attached lots except where a common wall is shared between units.
2. Address and correct all items listed in the City Engineer's Letter "Review of Revised Construction Plans" dated September 8, 2020 and City Engineer's markups of the Grading Plan Set and Public Improvements Plan Set
3. A development agreement be prepared in collaboration with the City Engineer and approved by the City Attorney with regards to public utilities and improvements prior to releasing the final plat for recording.
4. Park dedication be cash in lieu of land as the site is served by Prairie View Park.

This recommendation is made based on the following findings of fact:

1. The proposed final plat substantially conforms with the preliminary plat of Bigelow Voigt 8th Addition, which was conditionally approved via Resolution #2.7-20 on February 26, 2020.
2. The proposed final plat, with conditions, is consistent with the Comprehensive Plan and policies of the City of Kasson.
3. The physical characteristics of the site are suitable for the type of development and use being proposed.
4. The proposed development will not negatively impact the health, safety, or welfare of the community.
5. The proposed final plat, with conditions, gives effective protection to the natural resources of the community, especially ground water and surface waters.

PLANNING AND ZONING COMMISSION ACTIONS

After the discussion, the Planning and Zoning Commission could take one of the following actions (actions recommended by Staff are **bolded**):

Final Plat

1. Table the request to the next Planning and Zoning Commission meeting and provide direction to Staff and the applicant as to the additional information needed.
2. **Recommend approval with conditions and findings of fact as provided in the staff report.**
3. Recommend denial with findings of fact (provide own).

ATTACHMENTS

- A. Resubmittal of Preliminary Plat & PUD items, Bigelow Voigt 8th
 1. Revised Preliminary & Final Development Plan, September 3, 2020
 2. Hardcover graphic
 3. Single Family Detached Building Plans
- B. Final Plat, Bigelow Voigt 8th
- C. City Engineer Review
 1. City Engineer Review Letter, September 8, 2020
 2. City Engineer markup of Grading Plan Set
 3. City Engineer markup of Public Improvements Plan Set

Staff Planning Review

Bigelow Voight 8th Addition

Final Plat

Zoning Administrator

Zoning is current and no issues noted

Association Documents at Final Plat-City Attorney Review

Provide Final PUD Documents

Zoning Clerk

Trail association-pretty tight fit

WAC/SAC

Parkland

Drawing showing townhomes

Lot lines made clear

Finance

Signed Development Agreement

WAC/SAC/Parkland at Final Plat

FEMA Map changes

Ponds- access-easements

Cleanout of all pond areas before construction of final ponds

Association documents

Any remaining issues with property to the east?

Electric Supervisor

Add 3 phase to the north-no other issues

Park and Recreation Supervisor

Trail maintenance issues, need paver

Water/Wastewater

Tracer Wire spec.

Dead line areas, loop to Wilker?

Shouldn't have capacity issues

Streets

2", 2", 8", 12" road section-complies with report

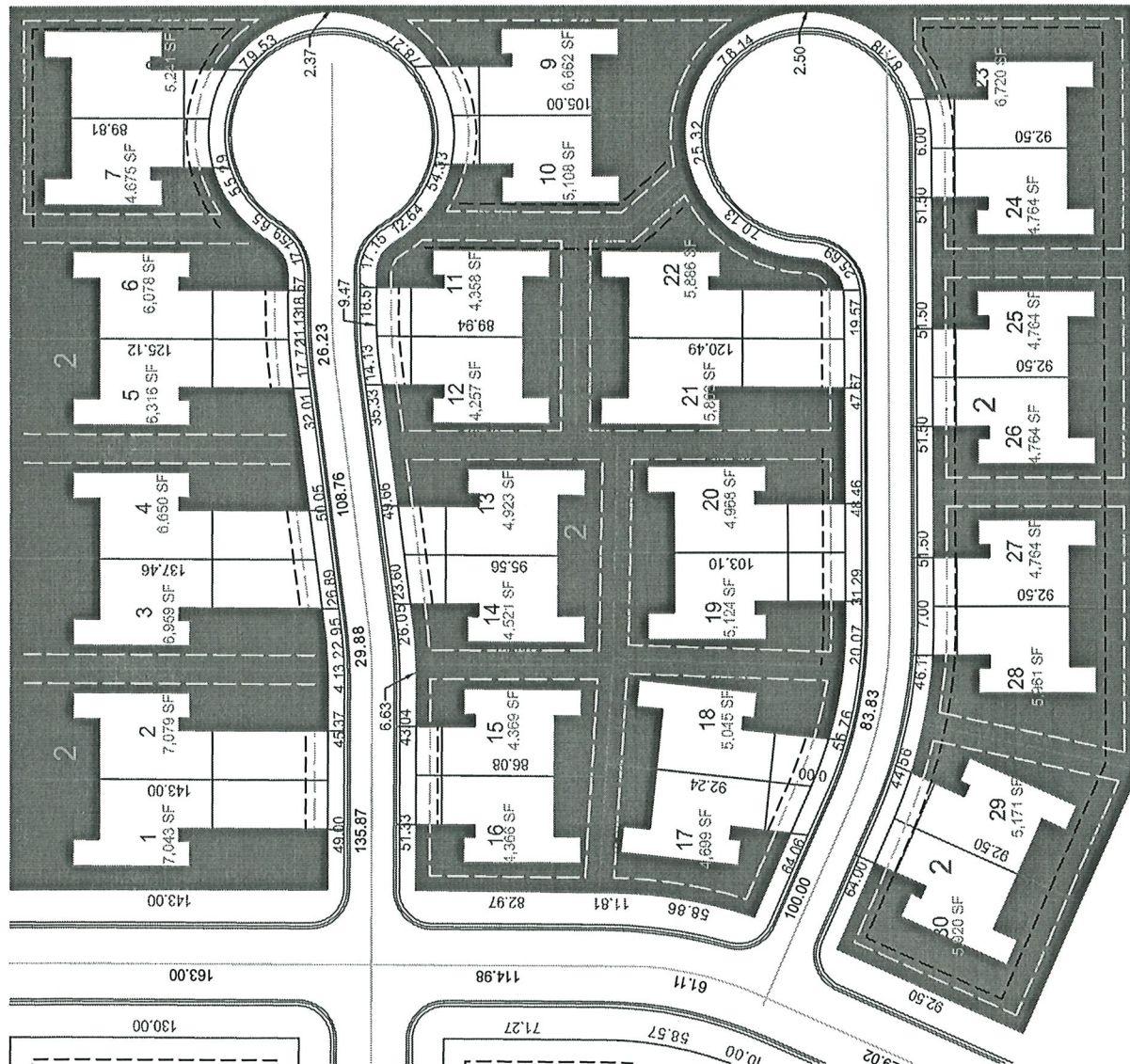
No plowing private streets

City Engineer

See attached letter

Fire/Police

Recommend Street names of 11th Street Place and 12th Street Place for simplicity and 911 addressing



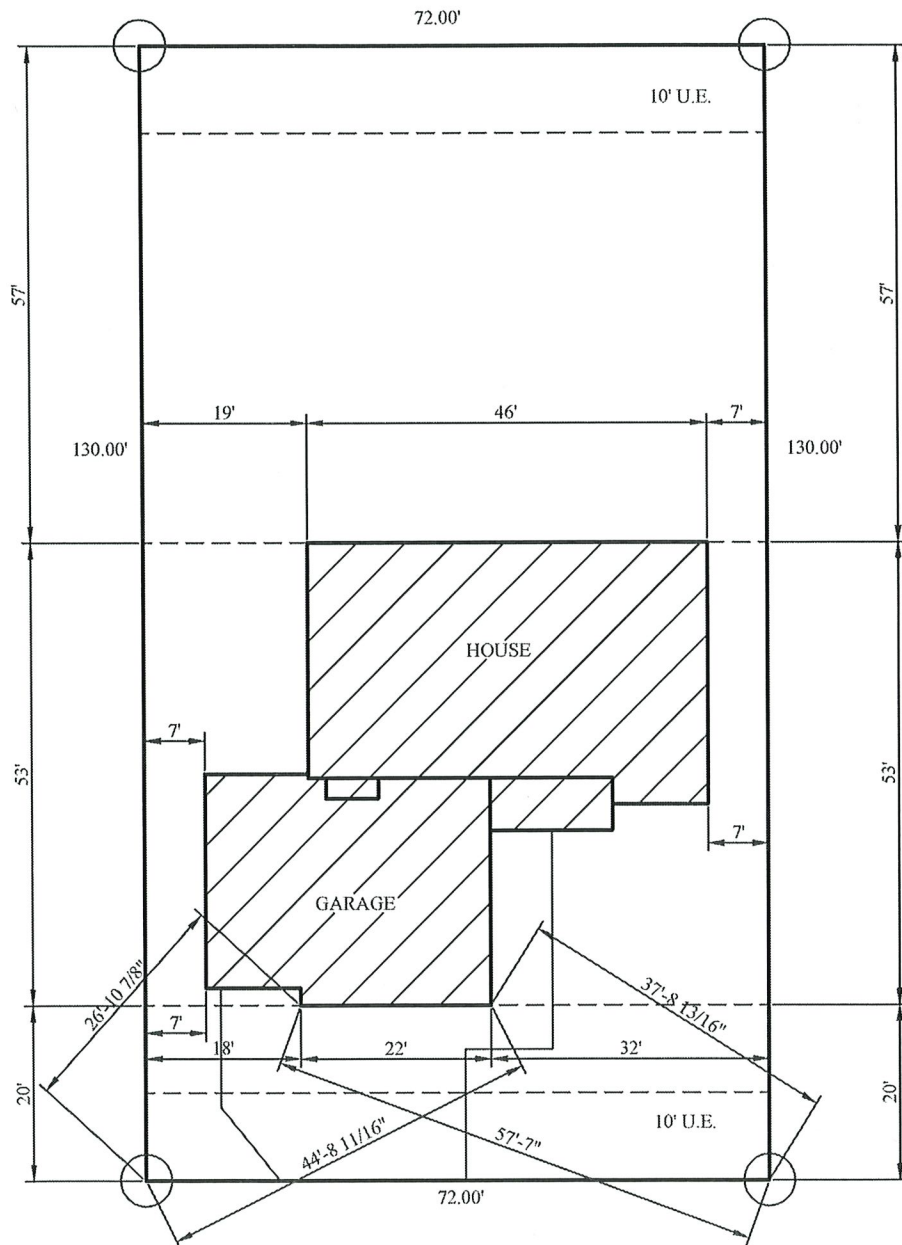
PROGRESSIVE PLAN DESIGN LLP

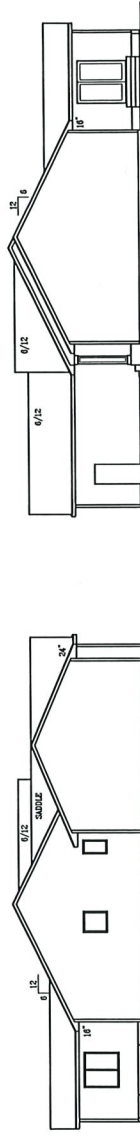
RESIDENTIAL ARCHITECTURE
714 County Rd 3 NW Byron MN 55920
(507)775-6677 progressiveplandesign@gmail.com

LOT, #6 BLK. #2
SUBDIVISION: BIGELOW/VOIGT 7TH.
CITY: KASSON STATE: MN
CONTRACTOR: BIGELOW HOMES
CUSTOMER: DALBELLO

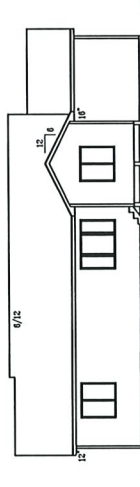


SCALE: 1" = 20'

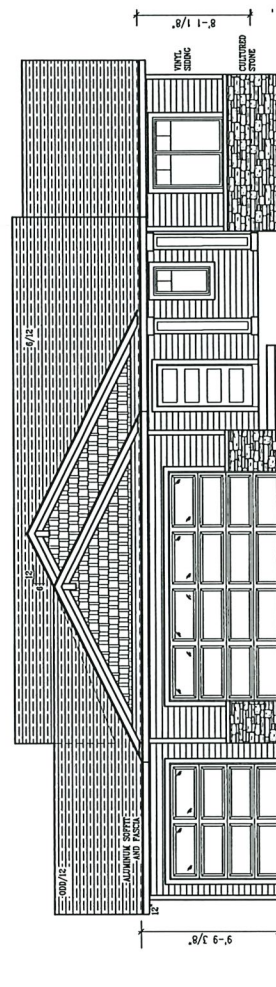




LEFT ELEVATION
SCALE 1/8"=1'-0"



REAR ELEVATION
SCALE 1/8"=1'-0"

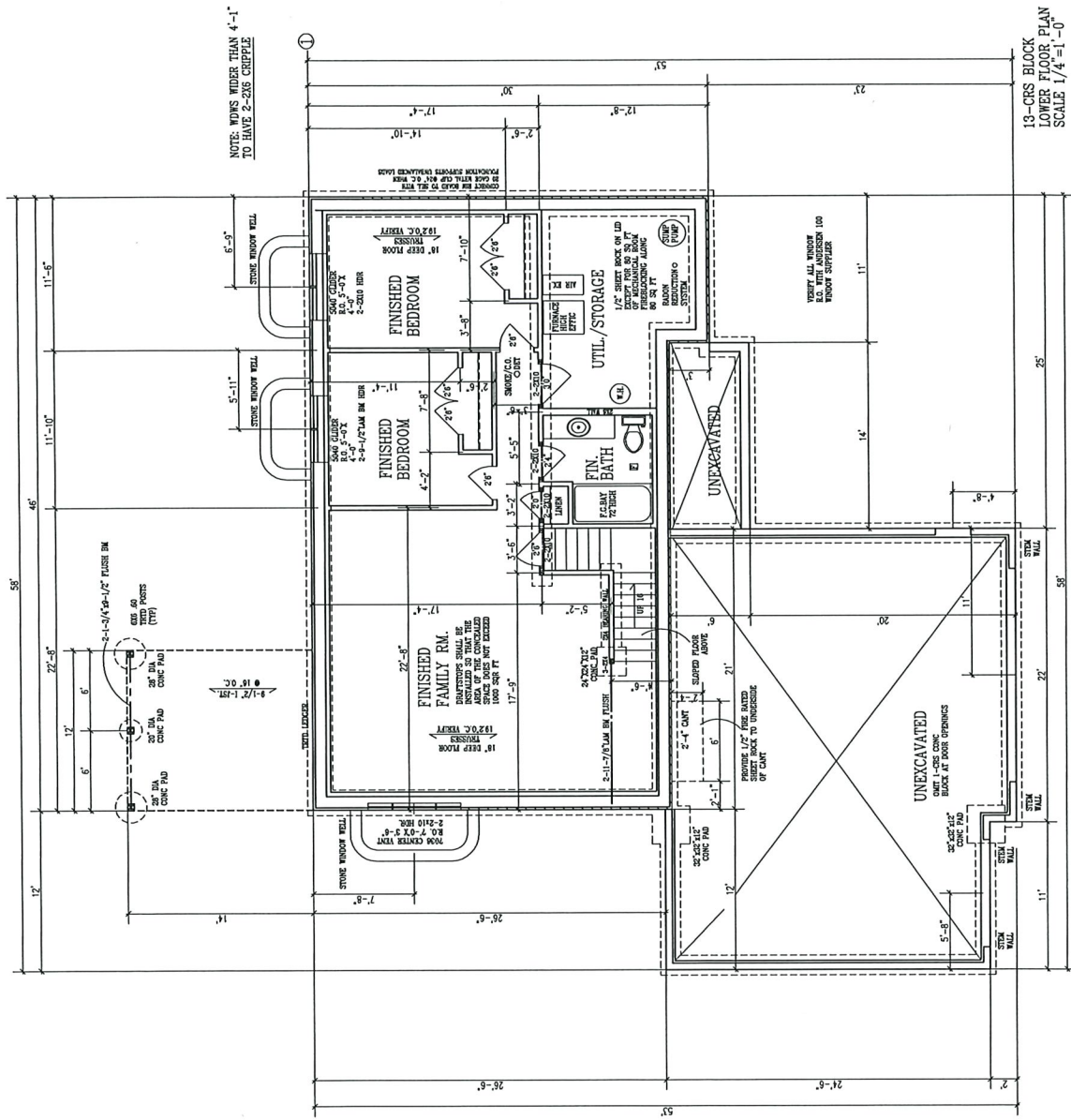


FRONT ELEVATION
SCALE 1/4"=1'-0"

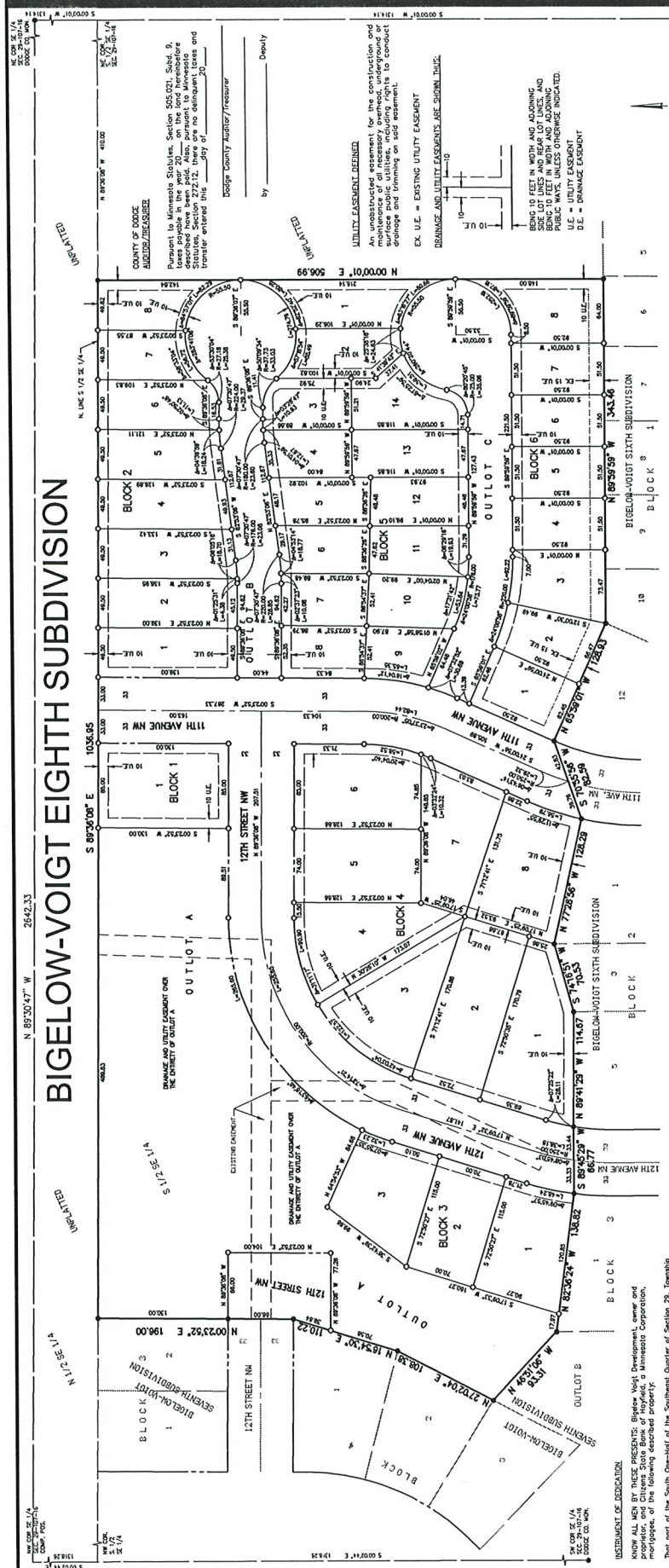
8'-1 1/8"

9'-9 3/8"

[illegible]



2642.33

[illegible][illegible]

2905 South Broadway
Rochester, MN 55904-5515
Phone: 507.288.3923
Fax: 507.288.2675
Email: rochester@whks.com
Website: www.whks.com



September 8, 2020

Mr. Tim Ibisch
City Administrator
City of Kasson
401 5th St. SE
Kasson, MN 55944

RE: Kasson, MN
Bigelow Voigt Eighth
Review of Revised Construction Plans

Dear Tim:

We have reviewed the revised construction plans, grading plan, project specifications stormwater report and final plat as submitted for the referenced project, as requested. We offer the following comments on the submitted plans and report in addition to the comments on the attached marked up plans and report.

General Comments

1. The Fire Chief shall review and comment on the proposed hydrant locations, the alternate hammer handle turnaround for emergency vehicles, private street turnarounds and the accessibility of the private streets for emergency vehicles.
2. A maintenance agreement for the maintenance of the private streets shall be provided.
3. 10' wide drainage and utility easements shall be provided along all shared lot lines within the subdivision. The shared lot line easements do not have to be shown on the plans but a note pertaining to the easements shall be added to the plans including the final plat.
4. A note should be included on the final plat dedicating a drainage and utility easement over the entirety of Outlots B and C

Public Improvement and Grading Plans

1. There are several construction details missing from the detail sheets and the provided details appear to be out of date based on the revision dates. The applicable missing details shall be added to the detail sheets and the provided details shall be revised based on latest revised City of Rochester standard plates. The City of Kasson standard details for the following shall be utilized:
 - a. Type 1 Structure E04-01
 - b. Type 3 and 3A structure E01-03
 - c. Type 4 Structure E01-04
 - d. Underdrain E01-08
 - e. Castings E01-11

f. Hydrant E06-04

2. Structural fill areas shall be depicted on the grading plan.
3. Finished grade spot elevations at the property corners shall be added to the grading plan.
4. The plan scale of the grading, utility plan and erosion control plan shall be made larger. The sheet is not readable at a half size 50 scale plan. The existing contours and existing contour labels are too faint to read and more of the proposed contours shall be labeled.
5. Uncontrolled fill was noted in borings 1 and 5. Additional discussion and field investigation will be required to determine the extents. Uncontrolled fill under the building footprints and ROW shall be corrected as part of the grading actives and a part of the geotechnical field documentation.
6. ADA ramps must meet ADA requirements and shall be constructed as part of the subdivision. ADA ramps shall be detailed to illustrate compliance with ADA requirements. MnDOT pedestrian curb ramp details standard plan 5-297.250 shall be added to the detail sheets. Non-compliant ramps will need to be removed and replaced at the Developers cost.
7. The subdrain cleanout symbols are hard to make out on the plans. The symbols shall be made larger.
8. The pond shall be revised to provided a minimum of 0.5' of freeboard from the proposed top of berm and the water surface elevation over the spillway for the 100 year design storm. 100 year water surface over the spillway is 1214.79, berm height required 1215.29.
9. All watermain fittings, valves and bends shall be appropriately labeled on the public improvements plans.
10. The ponding of stormwater runoff outside the existing easements in the rear yards of Lots 1 and 2, Block 6 is not permitted. Telemark Drive and Block 6 shall be regraded to provide positive drainage to discharge to Telemark Drive between Lots 2 and 3, Block 6 in lieu of the proposed closed depression and structure A.I.1.
11. The proposed watermain services on Munson Lane and Telemark Drive shall be realigned to connect to the looped portions of the watermain.

Drainage Report and Drainage Plan

1. The provided drainage information needs to be combined into one report and sealed by a Professional Engineer licensed in the state of Minnesota.

2. The pond routings shall be revised to include the 2 year, 10 year and 100 year channel tailwater conditions at aprons 3 and 4 for the 2 year, 10 year and 100 year design storms.

Project Specifications

1. The project specifications shall be revised per the previously provided markups.

We recommend approval of the construction plans, grading plan, project specifications, stormwater report and final plat conditional upon the above items being addressed and resubmitted.

Please contact us if you have any questions.

Sincerely,

WHKS & CO.



Brandon W. Theobald, P.E.

BWT/bwt

Cc: Charlie Bradford, Public Works Director
Linda Rappe, City Clerk
Melanie Leth, City Attorney
Brad Scheib, HKG inc., Consulting Planner
Les Conway, WSE & Massey Land Surveying and Engineering
Tyler Mandler, WSE & Massey Land Surveying and Engineering
Tony Bigelow, Developer

WSE-MASSEY
Engineering & Surveying

PH. NO. 507-434-4555
PLANS@WSE-ENGINEERING.COM
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KASSON OFFICE
200 E. BOULEVARD
MEMORIAL HIGHWAY
KASSON, MN 55844

PLAINVIEW OFFICE
1000 E. BROADWAY
SUITE 3
PLAINVIEW, MN 55964

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Joe Conway
Joe Conway
007/28/2020
SUBMIT

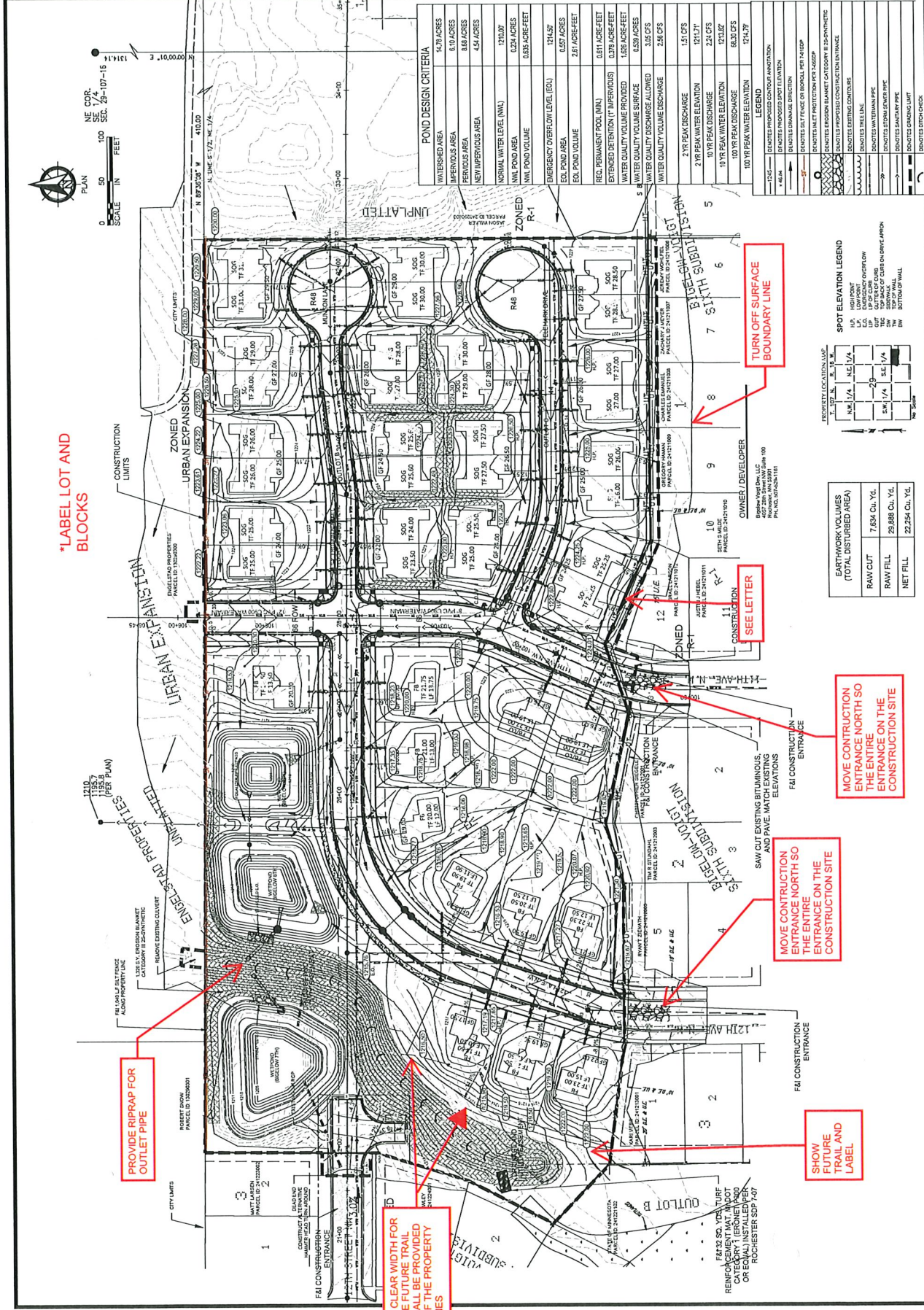
BIGELOW VOIGT EIGHTH

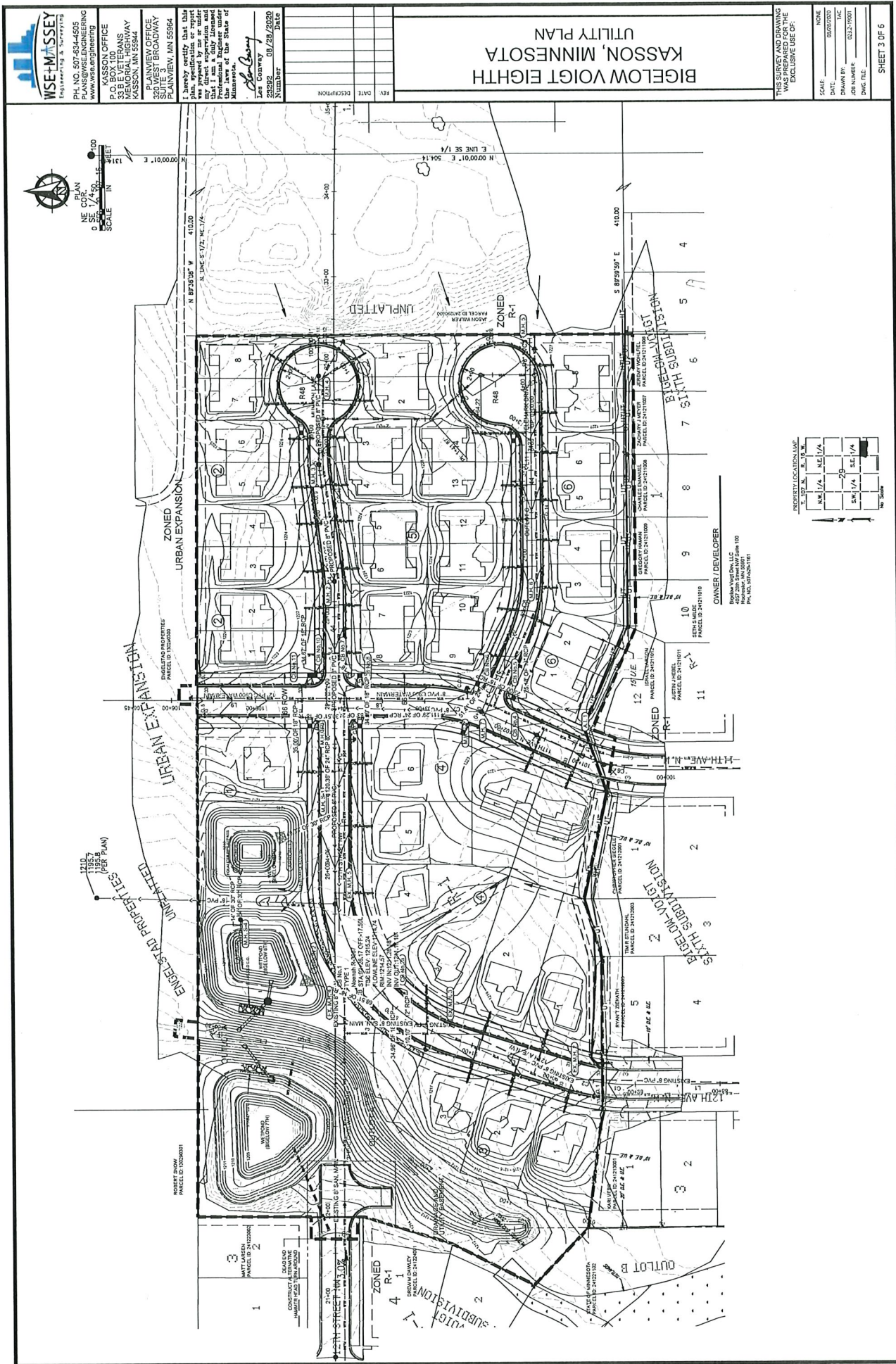
GRADING & EROSION CONTROL PLAN

THE SURVEY AND DRAWING HAVE BEEN MADE IN ACCORDANCE WITH THE EXCLUSIVE USE OF:

DATE:	06/05/2020
DRAWN BY:	LAC
CHECKED BY:	JOE CONWAY
DATE FILE:	02/11/2021

SHEET 2 OF 6





PERFORMANCE WITH GRADING PLAN, PARTICULARLY WITH
IMPROVEMENTS ALONG STREETS, PROPERTY LINES AND DRIVE-
WAYS TO THEIR ORIGINAL, IF NOT BETTER CONDITION.

[illegible]

② ENERGY — NOT TO SCALE

PROJECT LAND USE SUMMARY:	
Item	Area (sq. ft.)
Parcel Specification Number	240280703
Parcel Area	11.81
Disturbed Area	11.83
Predominant Impervious Area	0.00
Predominant Pervious Area	11.83
Post-development Impervious Area	4.91
Post-development Pervious Area	6.90
Proposed New Impervious Area	4.54

Cell No.24	Cell No.3	Cell No.10	Cell No.15	Cell No.24
Neuron R-2067 IN/OUT = 121(21,17) IN/OUT = 121(21,17)	TYPE 1 Neuron R-2067 IN/IN = 121(21,17) IN/OUT = 121(21,17)	TYPE 1 Neuron R-2067 IN/IN = 121(21,17) IN/OUT = 121(21,17)	TYPE 1 Neuron R-2067 IN/IN = 121(21,17) IN/OUT = 121(21,17)	TYPE 1 Neuron R-2067 IN/IN = 121(21,17) IN/OUT = 121(21,17)
Cell No.24	Cell No.3	Cell No.10	Cell No.15	Cell No.24
Neuron R-2067 IN/OUT = 121(21,17) IN/OUT = 121(21,17)	TYPE 1 Neuron R-2067 IN/IN = 121(21,17) IN/OUT = 121(21,17)	TYPE 1 Neuron R-2067 IN/IN = 121(21,17) IN/OUT = 121(21,17)	TYPE 1 Neuron R-2067 IN/IN = 121(21,17) IN/OUT = 121(21,17)	TYPE 1 Neuron R-2067 IN/IN = 121(21,17) IN/OUT = 121(21,17)

advised.

The site plan shows a rectangular development with several key features:

- Buildings:** Four buildings are labeled: '1000 UNIT' (top left), '1000 UNIT' (top right), '1000 UNIT' (bottom left), and '1000 UNIT' (bottom right). Each building footprint is approximately 100' x 100'.
- Parking:** A large 'PARKING LOT' is located in the center of the site, with a 'PARKING LOT' also indicated near the bottom right building.
- Access and Egress:** A 'DRIVE' is shown on the left side, and a 'WALKWAY' is shown on the right side. A 'WALKWAY' is also shown connecting the buildings.
- Infrastructure:** A 'SEWER' line is shown running along the bottom edge of the site. A 'WATER' line is shown running along the top edge of the site.
- Other Features:** A 'WET POND' is located on the left side, and a 'DRAINAGE CHANNEL' is shown on the right side. A 'WALKWAY' is also shown connecting the buildings.

NOTE: _____



023.2-19001C101.dmg

ISSUE DATE - 08/28/2020 SUBMITTAL

This plan contains 14 Total sheets

SHEET 1 OF 14

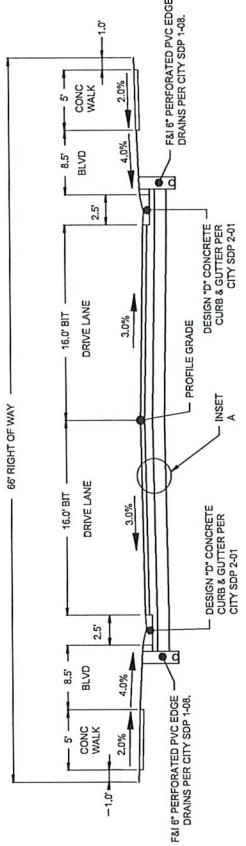
Project Number 23.2-19001

REV.	DATE	DESCRIPTION

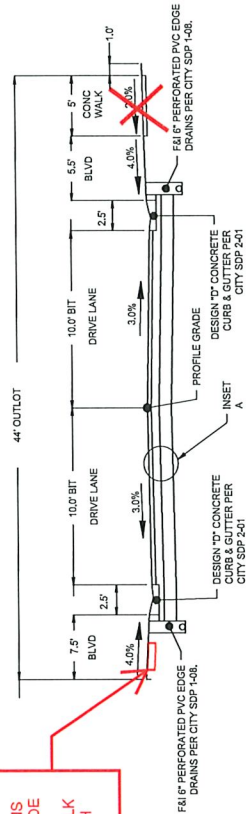
BIGELOW VOIGT EIGHTH
KASSON, MINNESOTA
TYPICAL SECTIONS

THIS SURVEY AND DRAWING
WAS PREPARED FOR THE
EXCLUSIVE USE OF:

SCALE	NONE
DATE	06/03/2023
DRAWN BY	MAC
CHECKED BY	032-70907
DWG. FILE	

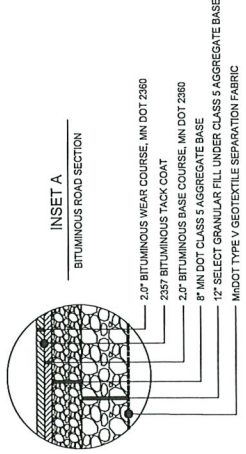


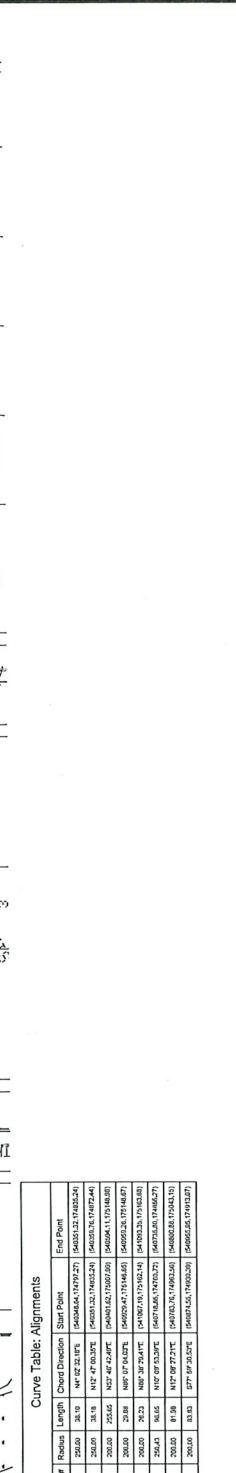
12th STREET N.W. & 11th AVENUE N.W.



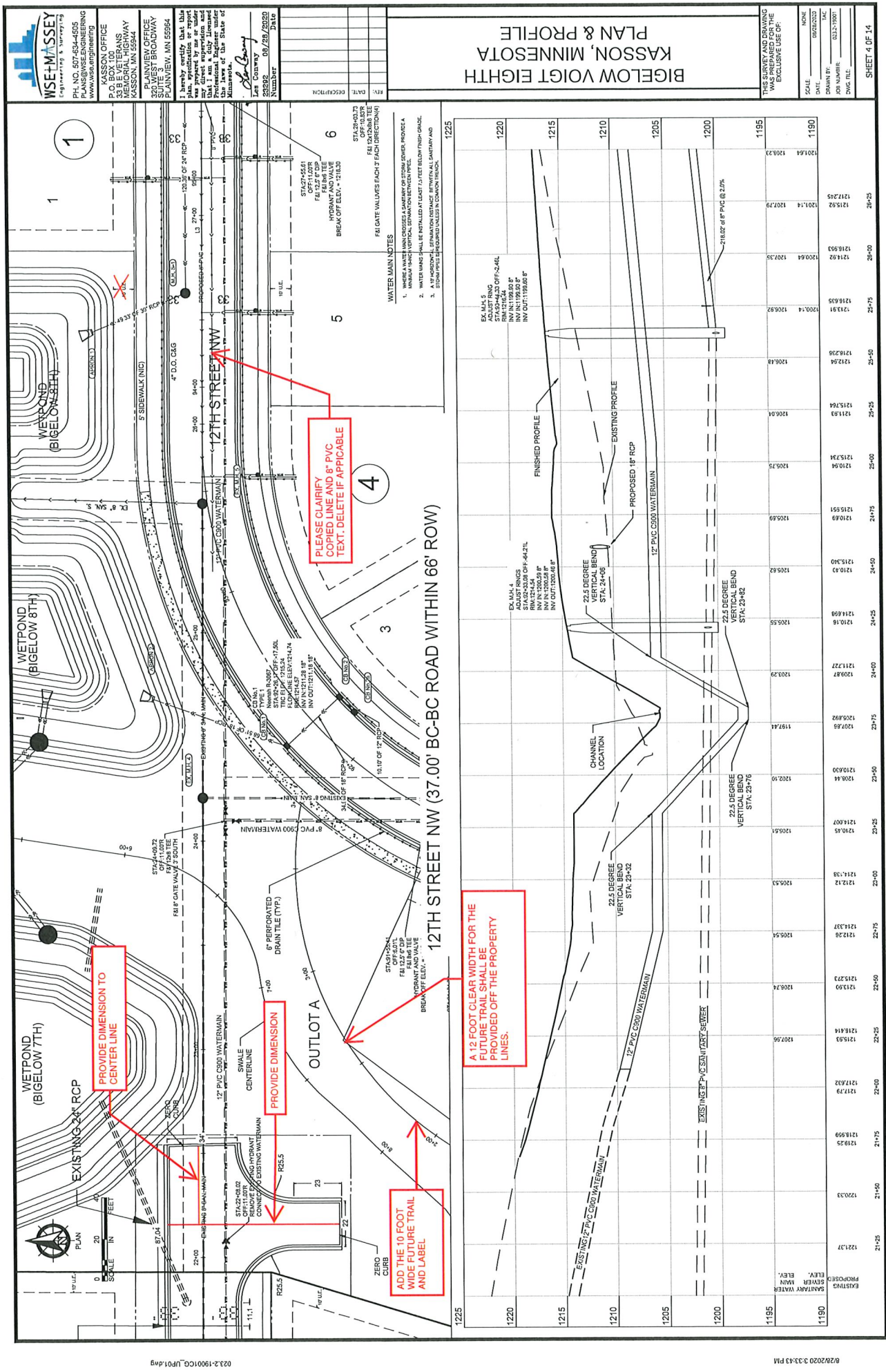
PRIVATE STREET

ON THE PLANS THE
SIDEWALK LOCATIONS
ARE ON THE LEFT SIDE
OF THE STREETS.
REVISE THE SIDEWALK
LOCATION TO MATCH
THE PLANS





Line			Start Point	End Point	Curve
L1	10.10	WP 14.270	5460426.17464727	5460444.14727271	C1
L2	11.00	WP 15.010	5460526.17464727	5460544.14727271	C2
L3	11.60	WP 15.010	5460526.17464727	5460544.14727271	C3
L4	11.60	WP 15.010	5460526.17464727	5460544.14727271	C4
L5	11.60	WP 15.010	5460526.17464727	5460544.14727271	C5
L6	11.60	WP 15.010	5460526.17464727	5460544.14727271	C6
L7	11.60	WP 15.010	5460526.17464727	5460544.14727271	C7
L8	11.60	WP 15.010	5460526.17464727	5460544.14727271	C8
L9	11.60	WP 15.010	5460526.17464727	5460544.14727271	C9
L10	11.60	WP 15.010	5460526.17464727	5460544.14727271	C10



WSE-MASSEY
ENGINEERING & SURVEYING
PH. NO. 507.454-4575
PLANS@WSEENGINEERING.COM
WWW.WSEENGINEERING.COM

KASSON OFFICE
P.O. BOX 100
KASSON, MN 56044

PLAINVIEW OFFICE
P.O. BOX 100
PLAINVIEW, MN 55954

1. I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

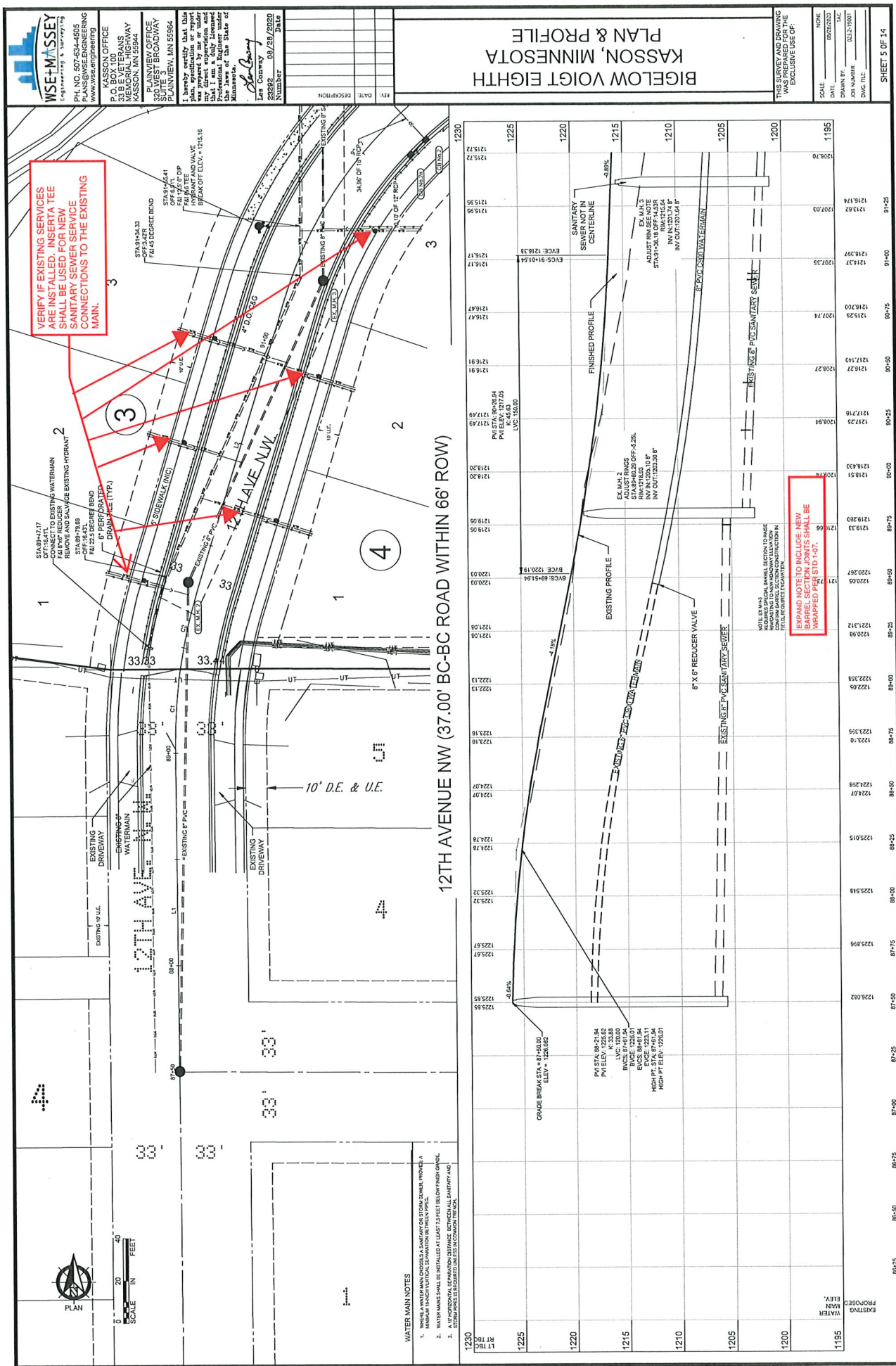
Lan Conway
Professional Engineer
No. 55392
Expires 06/20/2020

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SCALE: 1"=40'
DATE: 06/20/2020
DRAWN BY: JAC
CHECKED BY: JAC
DWG. FILE: 032-19001

SHEET 4 OF 14

STATION	ELEVATION	REMARKS
1190	1190.00	PROPOSED SANITARY WATER MAIN
1195	1195.00	PROPOSED SANITARY WATER MAIN
1200	1200.00	PROPOSED SANITARY WATER MAIN
1205	1205.00	PROPOSED SANITARY WATER MAIN
1210	1210.00	PROPOSED SANITARY WATER MAIN
1215	1215.00	PROPOSED SANITARY WATER MAIN
1220	1220.00	PROPOSED SANITARY WATER MAIN
1225	1225.00	PROPOSED SANITARY WATER MAIN





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KASSON OFFICE
P.O. BOX 180
KASSON, MN 56244

PLAINVIEW OFFICE
SUITE 3
PLAINVIEW, MN 55954

1 hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Law County 08/29/2020
S25322
PLANS

DATE DESCRIPTION

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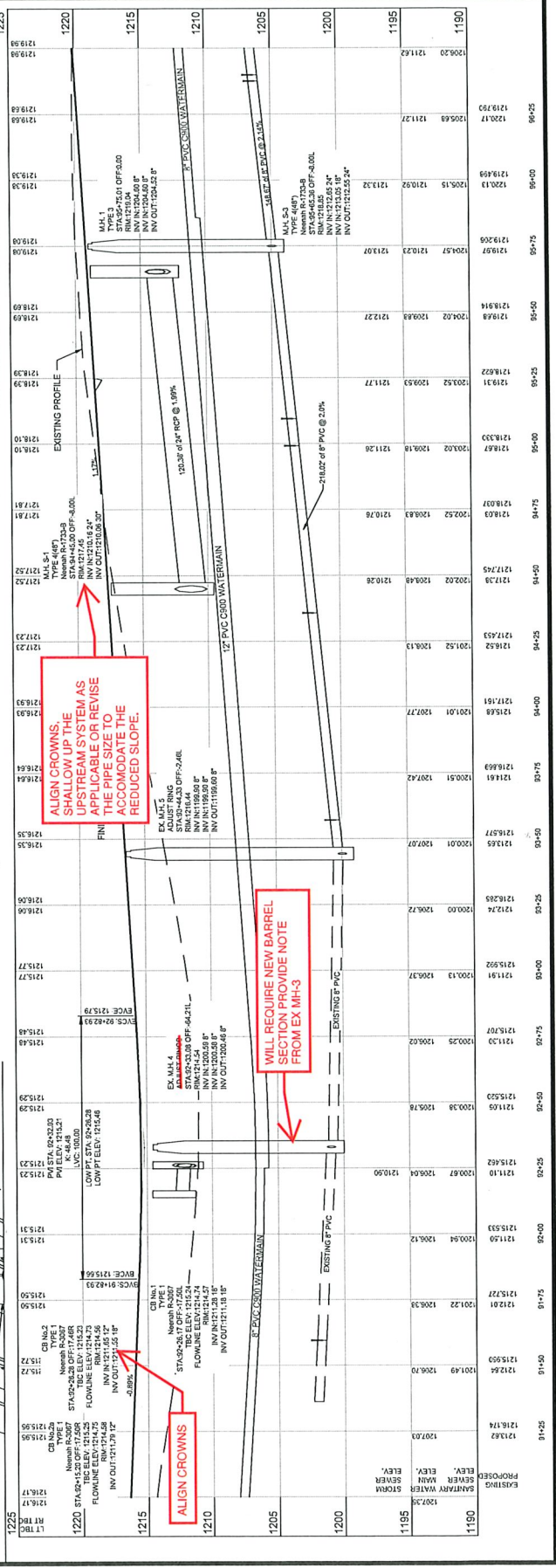
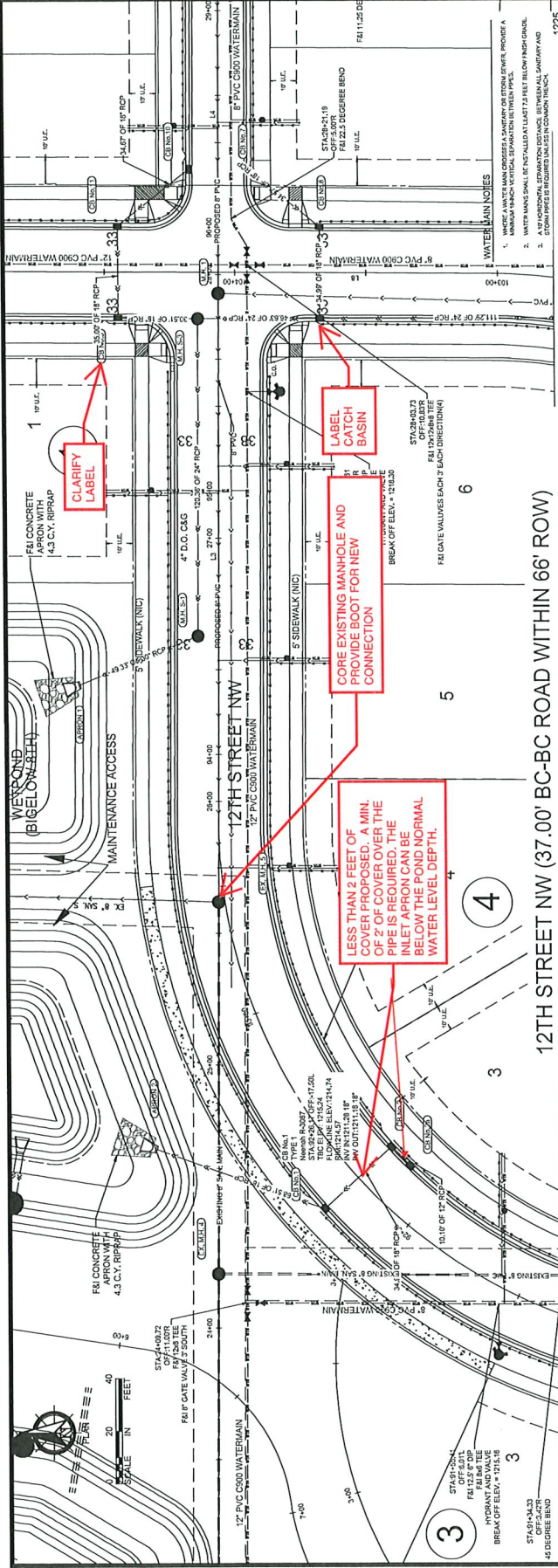
DATE DESCRIPTION


BIGELOW VOIGT EIGHTH KASSON, MINNESOTA PLAN & PROFILE

THIS SURVEY AND DRAWING HAVE BEEN PREPARED FOR THE EXCLUSIVE USE OF:

SCALE: HORIZ. 1"=40' VERT. 1"=10'

SHEET 6 OF 14





WSE+MASSEY
ENGINEERS & SURVEYORS
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KASSON OFFICE
P.O. BOX 111
KASSON, MN 56045
PLANNING OFFICE
SUITE 3
PLAINVIEW, MN 55964

I hereby certify that this plan, specification or report was prepared by or under the direct supervision and control of a Professional Engineer under the laws of the State of Minnesota.

Lee Conway
Lee Conway
08/29/2020
56045
KASSON

BIGELOW VOIGT EIGHTH KASSON, MINNESOTA

PLAN & PROFILE

THIS SURVEY AND DRAWING SHALL BE USED FOR THE EXCLUSIVE USE OF:

SCALE: 1"=40' (PLAN) 1"=20' (PROFILE)

DATE: 08/29/2020

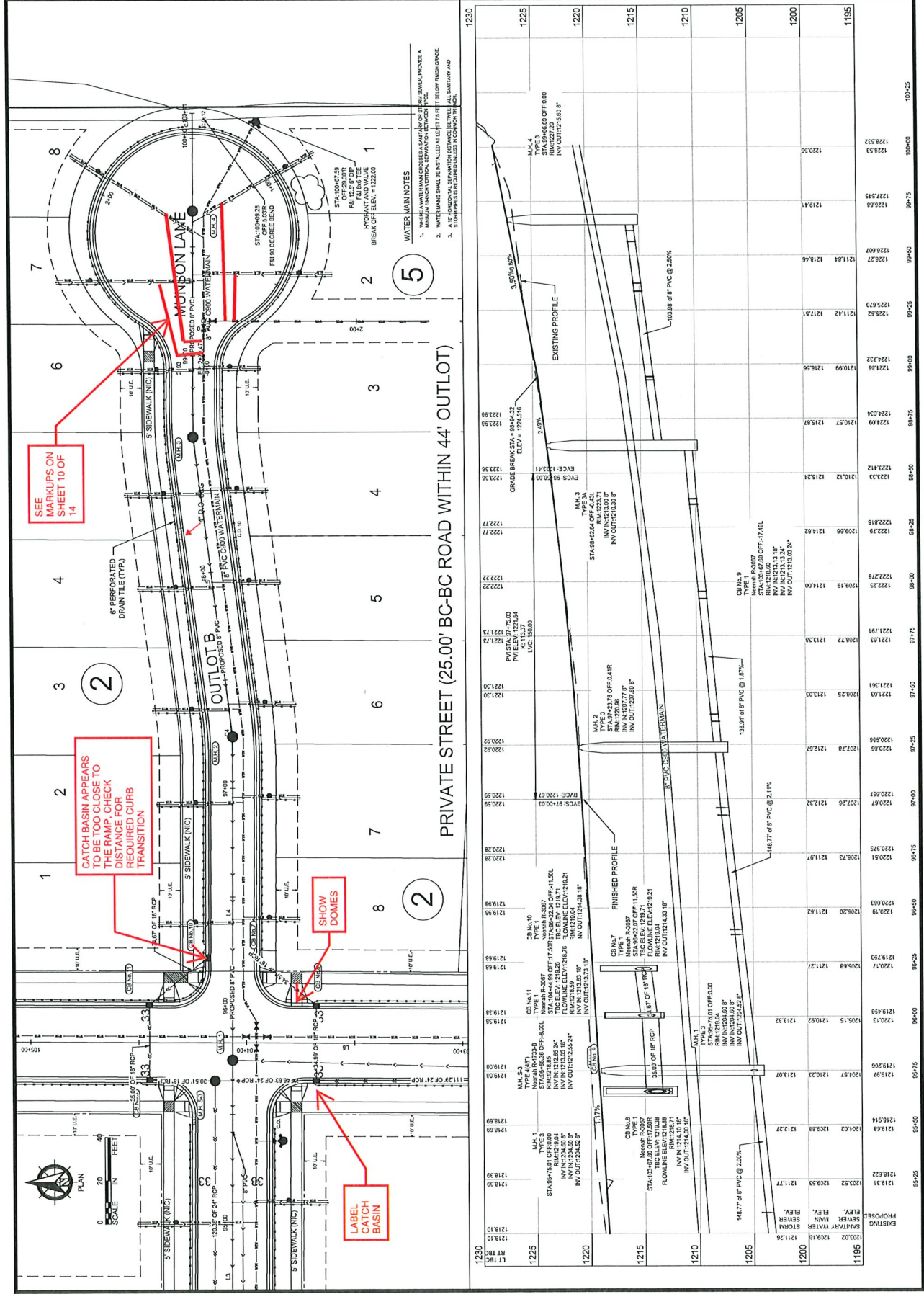
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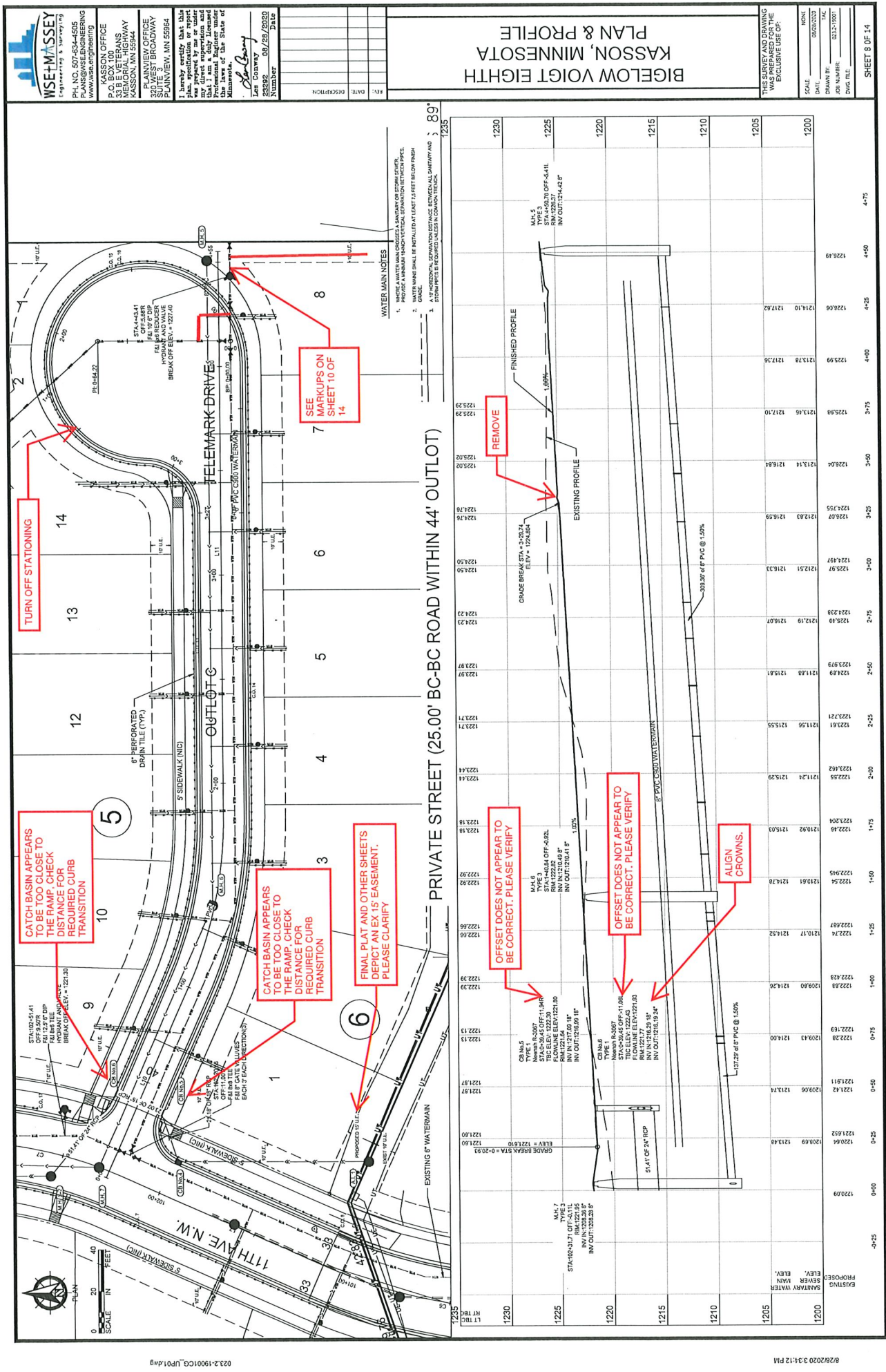
CHECKED BY: JAC

DATE: 03-27-2020

DWG. FILE: 2020-03-27-2020

SHEET 7 OF 14









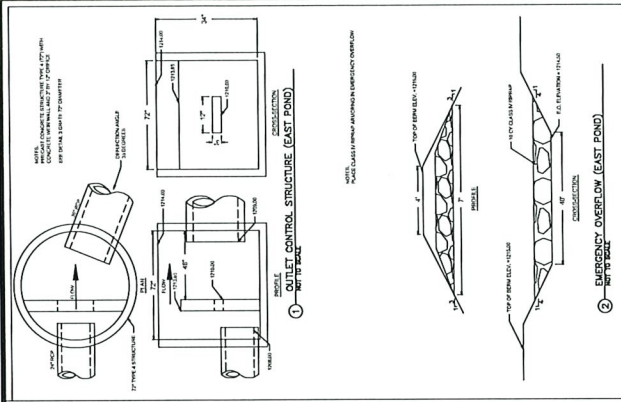
REV.	DATE	DESCRIPTION

BIGELOW VOIGT EIGHTH POND PLAN

THIS SURVEY AND DRAWING
WAS MADE FOR THE
EXCLUSIVE USE OF:

SCALE	AS SHOWN
DRAWN BY	WSE
CHECKED BY	WSE
DATE	08/28/2020

SHEET 11 OF 14



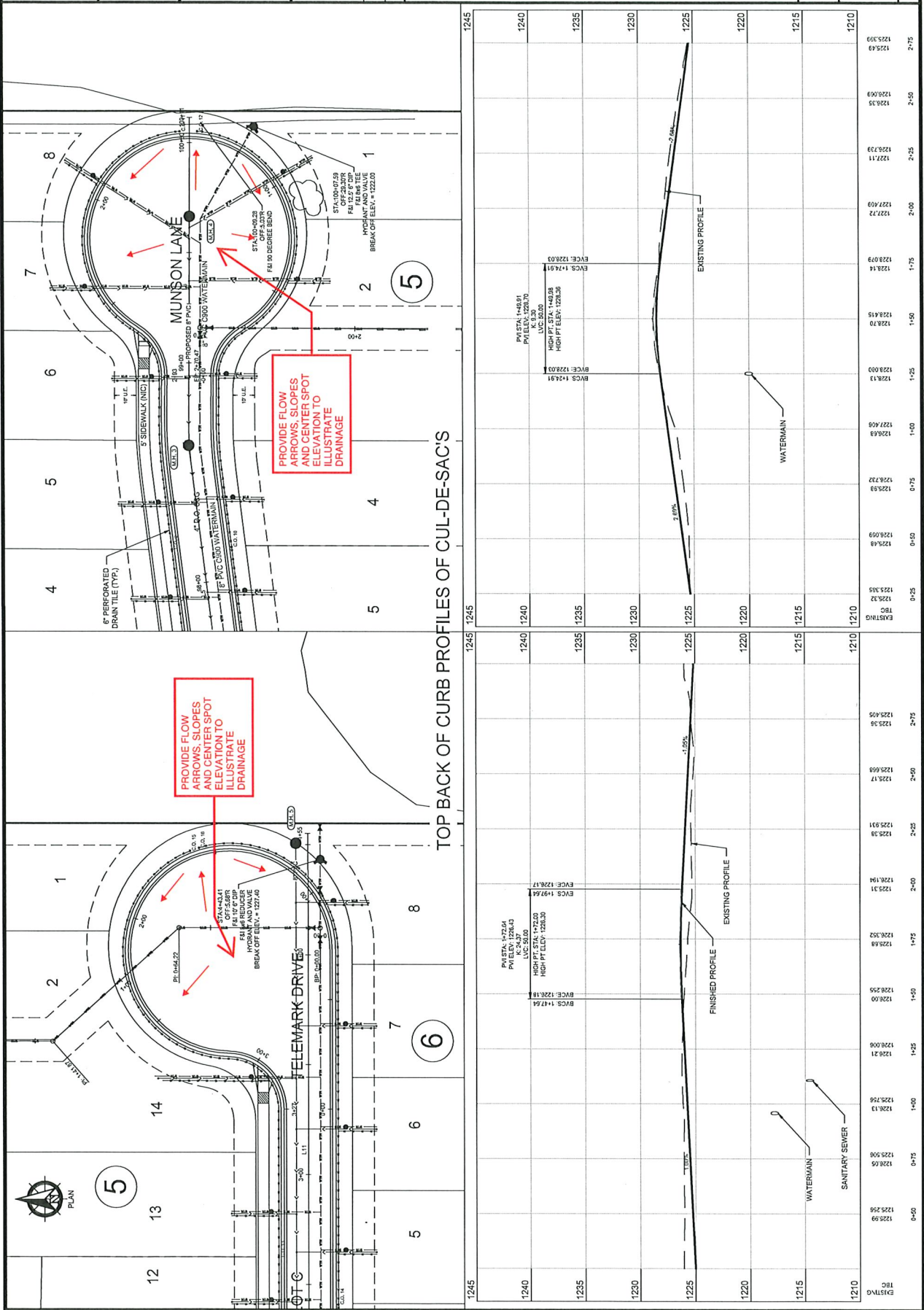
POND DESIGN CRITERIA	
WATERSHED AREA	14.8 ACRES
IMPERVIOUS AREA	6.5 ACRES
PERVIOUS AREA	8.3 ACRES
NEW IMPERVIOUS AREA	4.54 ACRES
NORMAL WATER LEVEL (INCH)	1210.07
WATER POND VOLUME	0.25 ACRES-FOOT
EMERGENCY OVERFLOW LEVEL (FEET)	1214.59
EXTENDED DETENTION (IMPERVIOUS)	0.81 ACRES-FOOT
EXTENDED DETENTION (PERVIOUS)	0.79 ACRES-FOOT
WATER QUALITY VOLUME PROVIDED	1.08 ACRES-FOOT
WATER QUALITY VOLUME ALLOWED	0.59 ACRES
WATER QUALITY VOLUME DISCHARGE	2.58 CFS
2 YR PEAK DISCHARGE	1.51 CFS
10 YR PEAK WATER ELEVATION	1211.71
10 YR PEAK DISCHARGE	2.24 CFS
100 YR PEAK WATER ELEVATION	1213.49
100 YR PEAK DISCHARGE	6.30 CFS
100 YR PEAK WATER ELEVATION	1214.79

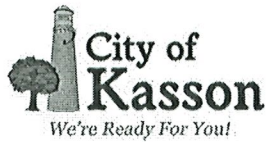
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CURB STOP DATA	
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WATER SERVICE DATA	
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SANITARY SEWER SERVICE DATA	
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STAFF REPORT

TO: Planning and Zoning Commission
FROM: Brad Scheib, Consulting Planner, HKGi
DATE: September 9, 2020
SUBJECT: Meadowbrooke 2nd Addition – Preliminary and Final Plat
APPLICANT: Paradise Brothers LLC
OWNER: Paradise Brothers LLC
LOCATION: PID No. 240270700
MEETING DATE: September 14, 2020
COMPREHENSIVE PLAN: LDR – Low Density Residential
ZONING: R-1 Single Family Residential District

OVERVIEW

Attached for your review is a preliminary and final plat application for Meadowbrooke 2nd Addition. Staff is bringing the preliminary plat and final plat for this project through the process concurrently because the project received preliminary and final plat approvals in September of 2017. The 2017 approved plans are substantially consistent with the current submission. Staff will highlight the minor differences at the public hearing. The plat includes subdividing an approximately 7.87 acre parcel into a total of 19 new lots.

The final plat was never recorded and thus the approvals have expired per the City Subdivision Ordinance section 152.053 (F) and require resubmission.

Comprehensive Plan and Zoning

The project is guided for Low Density Residential and zoned for R-1 single family residential uses. The proposed lots meet the dimensional standards as established in the zoning code and range between 10,500 and 13,000 square feet generally with a few larger lots that back up to Masten Creek.

The comprehensive plan identifies an area generally in this vicinity as a gap in park service. East Diamond Park is less than a half mile to the south of the site and 16th Street is a major street acting as a barrier to the north. Staff feels that East Diamond Park adequately serves this area and that is important to consider long term trail improvements and connections to ensure good park coverage of the development. A 10' wide trail is recommended on the east side of 14th Avenue that would extend south and tie into future development ultimately linking to East Diamond Park. Prior approvals included cash in lieu of land for park dedication.

Masten Creek is an important natural resource in the area and efforts to preserve the natural feel and appearance of the creek should be encouraged as private yards will back up to the creek as opposed to public frontage. This is a logical configuration due to the challenging grades in the area.

Engineering Review

WHKS has provided a technical review of public improvement plans (streets, utilities, trails, stormwater) and grading. That review is attached for your review and incorporated into the recommendations.

REVIEW PROCEDURE

The applications submitted include the following subdivision requests:

- Preliminary Plat approval
- Final Plat approval

60-Day Final Plat Review Process

Pursuant to Minnesota State Statutes Section 462.358, local government agencies are required to certify final approval within 60 days of a final approval request (application of a Final Plat) if the applicant has complied with all conditions and requirements of the preliminary plat approval. "Day 1" is determined to be Thursday Sept 3, 2020 in accordance with Minnesota Statutes 645.15. The 60-day timeline for the final plat expires on November 2, 2020.

Public Hearing

City Code Section 152.053 requires that a public hearing for review of the final plat be held by the Planning and Zoning Commission. The public hearing notice for the preliminary plat was published in the Dodge County Independent and posted on the City website. The preliminary plat public hearing notice was also mailed to all affected property owners located within 350 feet of the subject properties.

RECOMMENDATIONS

Preliminary and Final Plat

Staff recommends that the Planning and Zoning Commission recommend to City Council approval of the Final Plat of Meadowbrook 2nd Addition, with the following conditions:

1. The Final Plat shall show drainage and utility easements on all property lines including side lot lines.
2. Park dedication be cash in lieu of land as the site is served by East Diamond Park.
3. A development agreement be prepared in collaboration with the City Engineer and approved by the City Attorney with regards to public utilities and improvements prior to releasing the final plat for recording.
4. (Other conditions from City Engineer Review see attached)

This recommendation is made based on the following findings of fact:

1. The proposed final plat substantially conforms with the preliminary plat of Meadowbrooke 2nd Addition approved as part of this action.
2. The proposed final plat, with conditions, is consistent with the Comprehensive Plan and policies of the City of Kasson.

3. The physical characteristics of the site are suitable for the type of development and use being proposed.
4. The proposed development will not negatively impact the health, safety, or welfare of the community.
5. The proposed final plat, with conditions, gives effective protection to the natural resources of the community, especially ground water and surface waters.

PLANNING AND ZONING COMMISSION ACTIONS

After the discussion, the Planning and Zoning Commission could take one of the following actions (actions recommended by Staff are **bolded**):

Final Plat

1. Table the request to the next Planning and Zoning Commission meeting and provide direction to Staff and the applicant as to the additional information needed.
2. **Recommend approval with conditions and findings of fact as provided in the staff report.**
3. Recommend denial with findings of fact (provide own).

ATTACHMENTS

- A. Project location map
- B. Preliminary Plat (dated 07/21/2017)
- C. Engineering Review Letter dated Sept 8, 2020)
 1. Final Plat (as submitted in 2020) – with markups
 2. Public Improvement Plans (14 pages)

Staff Planning Review

Meadowbrooke 2nd Addition

Preliminary Plat

Final Plat

Zoning Administrator

Zoning is current and no issues noted

Development Documents at Final Plat-City Attorney

Zoning Clerk

Trail on East 14th?

WAC/SAC

Parkland

Finance

Signed Development Agreement

WAC/SAC/Parkland at final plat

FEMA map changes?

Confirm Electric territory to the south is KPU

Trails along creek?

Chad Sorenson property included- but not platted? Needs to be platted with final plat?

Well question? Structure demolition issues? See attached

Electric Supervisor

Eliminate cabinet in street

Remove current pole

Replace Street Lighting

May need to bring sewer plant on generator to reconnect

Park and Recreation Supervisor

As this fills in, need to add in parkland

Trail maintenance issues, need paver

Water/Wastewater

Tracer Wire spec.

Slow dead line areas, how to loop?

Shouldn't have capacity issues

Additional growth does need new Tower

Streets

2", 2", 8", 12" road section-complies with report

Curb cut, not no street disruption

Plowing needs an aggregate turnaround on 15th

City Engineer

See attached letter

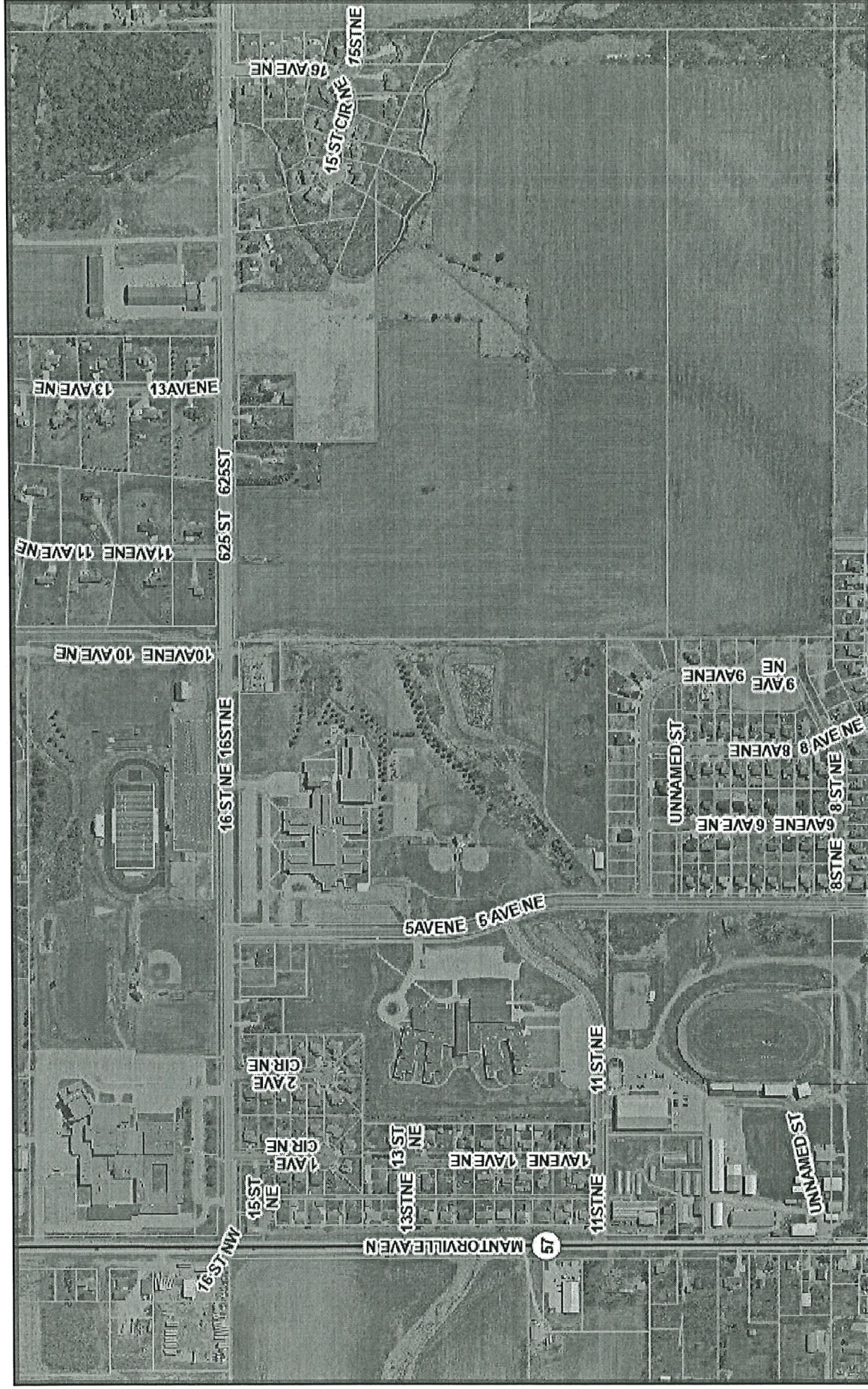
Fire

No concerns noted

Police

No concerns noted

ArcGIS WebMap



September 9, 2020

- Override 1 SHWY SHWY
- Roads Roads
- CITY CITY
- Parcels

NPGS

2905 South Broadway
Rochester, MN 55904-5515
Phone: 507.288.3923
Fax: 507.288.2675
Email: rochester@whks.com
Website: www.whks.com



September 8, 2020

Mr. Tim Ibisch
City Administrator
City of Kasson
401 5th St. SE
Kasson, MN 55944

RE: Kasson, MN
Meadowbrooke Second Subdivision
Review of Revised Construction Plans, Preliminary Plat and Final Plat

Dear Tim:

We have reviewed the revised preliminary plat, construction plans and final plat as submitted for the referenced project, as requested. We offer the following comments on the submitted plans in addition to the comments on the attached plans.

1. Development Agreement, Zoning Review and Fee related items are not included in our review.
2. An updated Engineer's Opinion of Construction Costs and Construction Schedule shall be submitted.
3. The applicant must secure all necessary permits before construction begins including the NPDES construction storm water, Health Department watermain extension, MPCA sanitary sewer extension. The Owner, or their representative, will be responsible for permit compliance.
4. The Owner and Contractor will be required to have a pre-construction meeting with the City for the installation of public infrastructure. Contractor shall coordinate any watermain and sewer disturbances with the City maintenance staff.
5. A proposed temporary storm water management pond will serve the subdivision to meet NPDES permit requirements. The City will maintain the pond. A future regional storm water management pond is proposed in the same location. The temporary pond may be removed in the future, if the subdivision is served by the regional pond.
6. Monuments disturbed/missing should be set at the end of construction.
7. As-built construction plans should be provided.
8. Any wells and/or septic systems on-site shall be removed.
9. The bituminous paving wear course shall be paved after one construction season.

10. The preliminary plat shall be revised to reflect the improvements proposed on the construction plans.
11. A stormwater pollution prevention plan shall be submitted for review.
12. A drainage report shall be provided for the proposed temporary pond, stormwater conveyance calculations shall be provided for the proposed storm water conveyance system, including gutter calculations. The pond shall be designed to provide rate control for the 2 year, 10 year and 100 year design storms and meet MPCA NPDES permit requirements.
13. City of Kasson Standard detail plate shall be utilized were applicable and lot of the standard detail plates are outdated and shall be revised accordingly.
14. It is recommended that the City require the Developer to perform testing and observation of all engineered fill outside the right-of-way. The Developer should be required to submit test results and observation records to the City upon completion. This information is provided to the City for informational purposes only and is not reviewed by the City.
15. ADA ramps must meet ADA requirements and shall be constructed as part of the subdivision. ADA ramps shall be detailed on the plans to illustrate compliance with ADA requirements. Non-compliant ramps will need to be removed and replaced at the Developers cost.
16. 10' wide drainage and utility easements shall be provided along all shared lot lines within the subdivision. The shared lot line easements do not have to be shown on the plans but a note pertaining to the easements shall be added to the plans including the final plat.
17. A 10-foot trail is required along the east side of 14th Avenue NE in lieu of the 5-foot sidewalk. We recommend that this trail be constructed in concrete by the homebuilders similar to the sidewalk construction.
18. Additional comments are provided on the attached plans and plat.

We recommend approval of the preliminary plat, construction plans and final plat conditional upon the above items being addressed and resubmitted. Please include a response letter with the resubmittal.

Please contact us if you have any questions.

Sincerely,

WHKS & co.

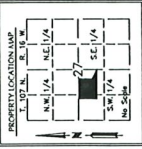


Brandon W. Theobald, P.E.

Mr. Tim Ibisch
September 8, 2020
Page 3 of 3

BWT/bwt

Cc: Charlie Bradford, City of Kasson
Linda Rappe, City Clerk
Melanie Leth, City Attorney
Brad Scheib, HKG inc., Consulting Planner
Les Conway, WSE & Massey Land Surveying and Engineering
Tyler Mandler, WSE & Massey Land Surveying and Engineering
Richard Massey, WSE & Massey Land Surveying and Engineering
Tony Bigelow, Developer



BEARINGS
All bearings are in relationship with the Dodge County Coordinate System NAD 1983. Adjusted 1998.

UTILITY EASEMENT DEFINED
An unobstructed easement for the construction and maintenance of all necessary overhead, underground or surface public utilities, including rights to conduct drainage and install and maintain any and all facilities and utility easement.

U.E. = UTILITY EASEMENT

DRAINAGE EASEMENT DEFINED
An unobstructed easement for the construction and maintenance of all necessary drainage and surface drainage facilities and utility easement.

D.E. = DRAINAGE EASEMENT

MONUMENTS

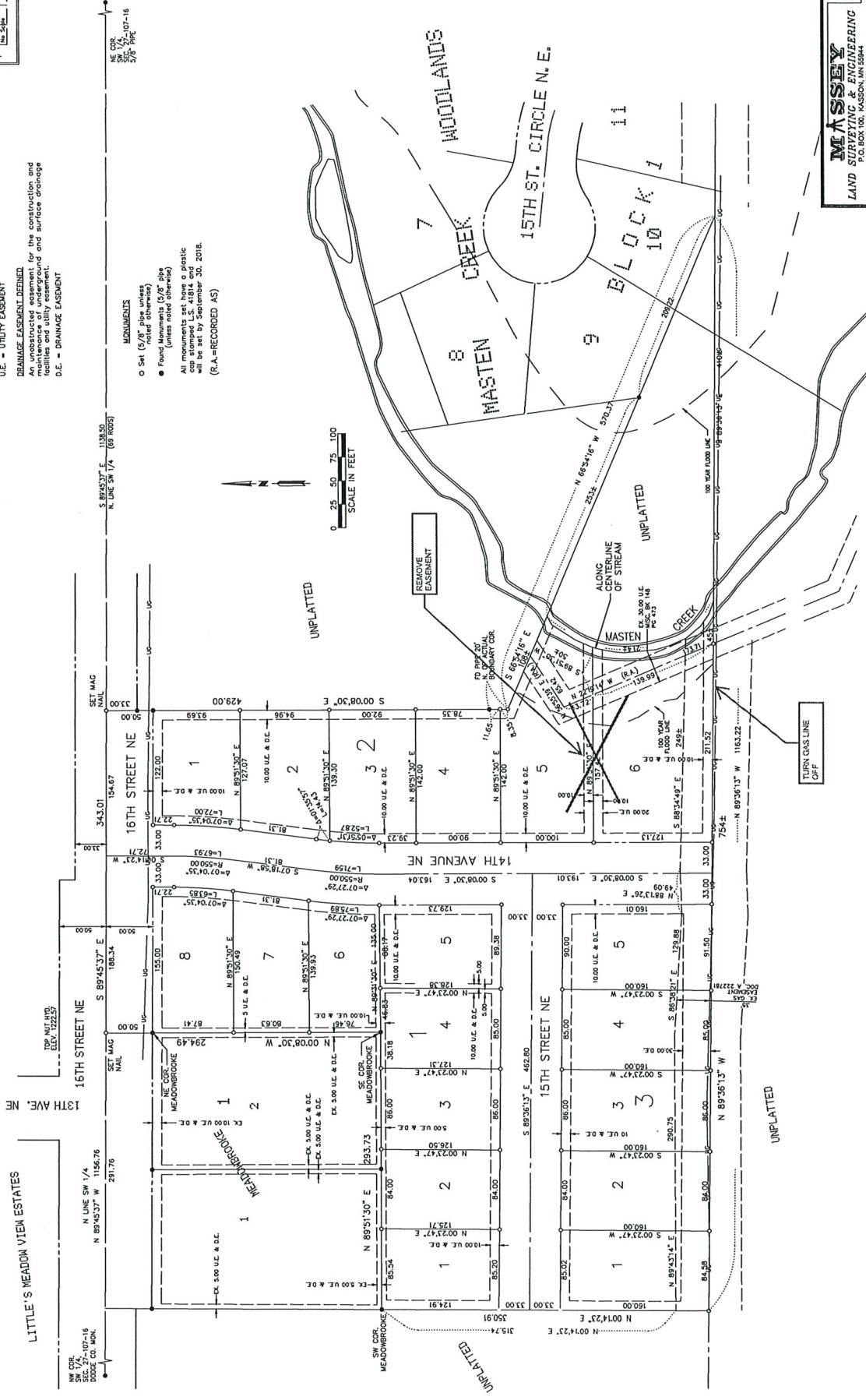
- Set (5/8" diameter) (1/2" pipe) (1/2" diameter)
- Found monuments (5/8" pipe) (1/2" diameter) (unless noted otherwise)

All monuments set have a plastic cap and are to be set by September 30, 2018. (R.A.-RECORDED AS)

MEADOWBROOKE SECOND

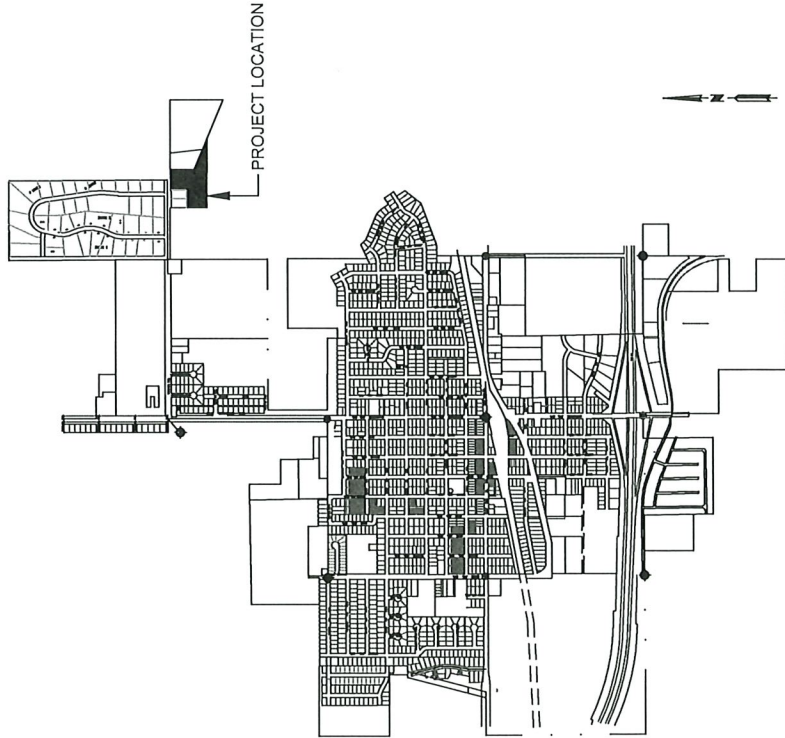
Final Plat - as submitted 2020

LITTLE'S MEADOW VIEW ESTATES



MASSEY
LAND SURVEYING & ENGINEERING
1710 12th Ave NE, Suite 100
Fargo, ND 58103-4455
PH: 701.785.4455

PUBLIC IMPROVEMENTS MEADOWBROOKE SECOND SUBDIVISION KASSON, MINNESOTA



SITE LOCATION MAP CITY OF KASSON, MN

CITY OFFICIALS

MAYOR: CHRIS MCKERN
CITY COUNCIL: MELISA FERRIS
DUANE BURTON
CLERK ADMINISTRATOR: DAN EGGLER
LONNIE ZELINSKE
CITY ATTORNEY: ~~THOMAS GOCHMAN~~
TIMOTHY IBISCH
PUBLIC WORKS DIRECTOR: MELANIE LETH
CHARLIE BRADFORD

OWNER / DEVELOPER

PARADISE BROTHERS LLC
608 GOLDFIELD COURT SE
MANTORVILLE, MN 55955
PHONE NO. (507) 523-1161

CIVIL ENGINEERS / SURVEYORS

MASSEY LAND SURVEYING & ENGINEERING
P.O. BOX 100
KASSON, MN. 55944
PH. NO. 507-634-4505

SHEET INDEX

1	TITLE SHEET
2,3,4,5,6,7,8	STANDARD DETAILS & TYPICAL SECTION
9,10	14TH AVENUE NE
11	15TH STREET NE
12	SANITARY SEWER CONNECTION
13,14	GRADING PLAN

BENCH MARKS

TOP NUT OF HYDRANT ALONG THE NORTHERLY SIDE OF THE WESTERN ENTRANCE FOR THE CITY OF KASSON CITY SHOP.
TOP NUT OF HYDRANT EL. 1224.18

VERTICAL CONTROL

THE ELEVATIONS ON THIS PLAN ARE BASED ON THE NORTH AMERICAN VERTICAL DATUM OF 1989.

UTILITY LOCATION

UTILITY LOCATIONS SHOWN ARE PROVIDED BY LOCAL UTILITY COMPANIES THROUGH THE Gopher State One Call System. LOCAL UTILITIES SHALL BE THE RESPONSIBILITY OF THE MARKING AND MASSEY LAND SURVEYING DOES NOT ASSUME RESPONSIBILITY FOR MISLOCATED OR UNMARKED UTILITIES.
TICKET #17047844 (2/17) 16TH STREET NE



WSE+MASSEY
Engineering & Surveying
P.O. BOX 100
KASSON, MN 55944
KASSON OFFICE
P.O. BOX 100
KASSON, MN 55944
PLAINVIEW OFFICE
P.O. BOX 100
PLAINVIEW, MN 55954

THIS SURVEY AND DRAWING
WAS PREPARED BY THE
FOLLOWING ENGINEER
EXCLUSIVE USE OF:
KASSON, MINNESOTA
DETAIL PLATES

REV.	DATE	DESCRIPTION
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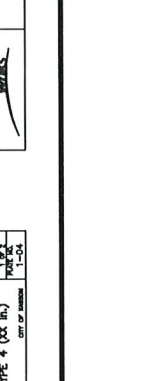
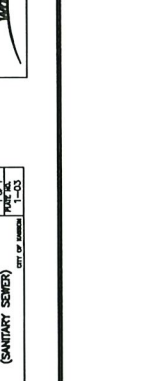
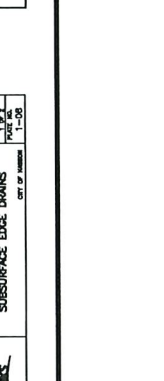
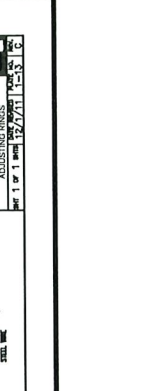
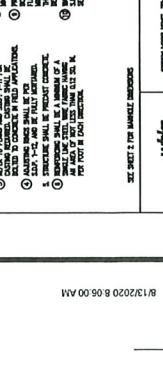
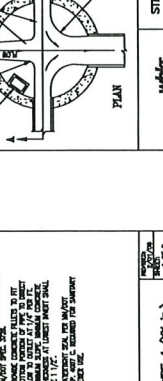
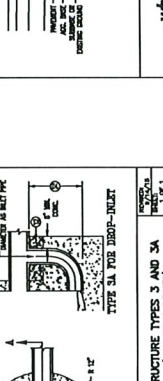
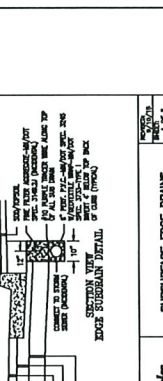
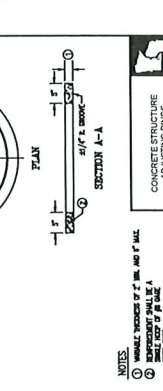
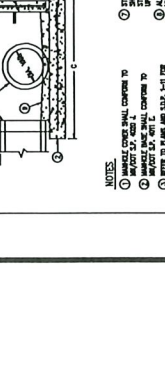
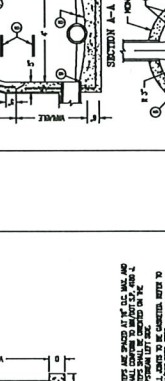
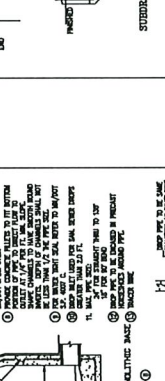
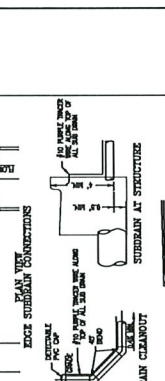
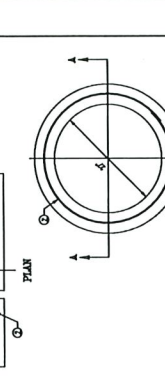
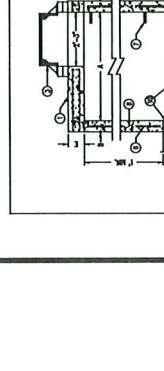
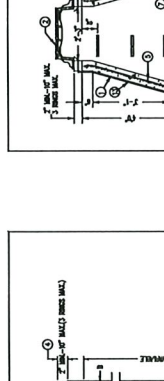
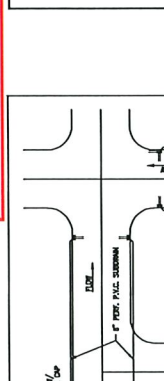
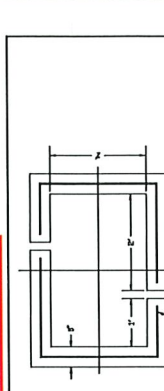
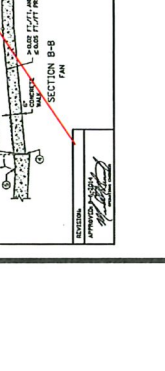
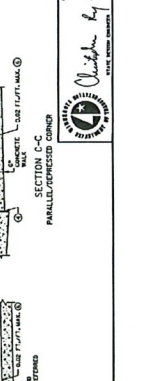
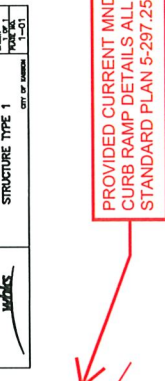
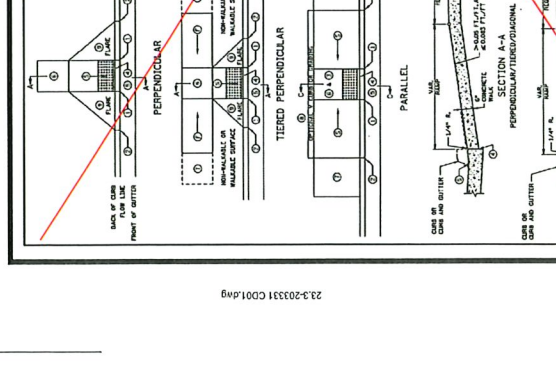
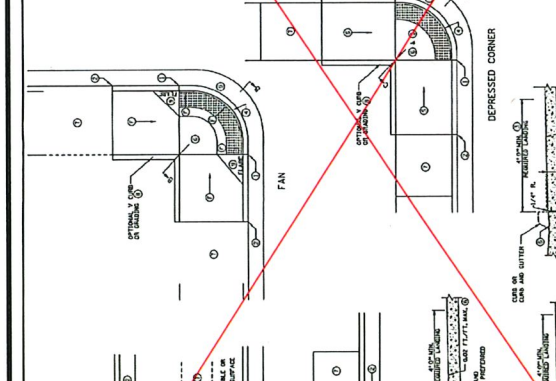
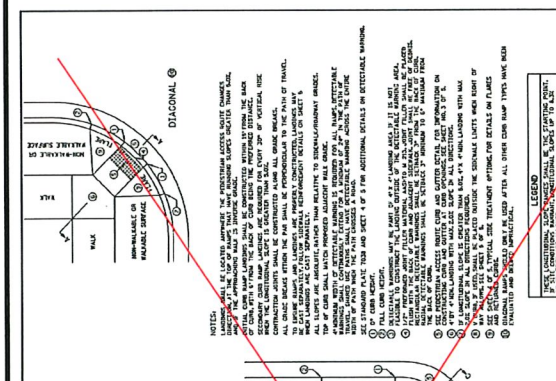
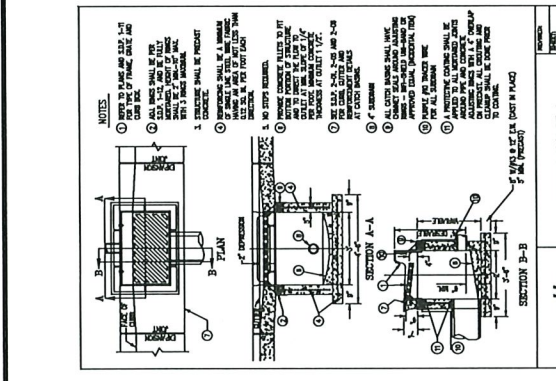
MEADOWBROOKE SECOND SUBDIVISION
KASSON, MINNESOTA
DETAIL PLATES

THIS SURVEY AND DRAWING
WAS PREPARED BY THE
FOLLOWING ENGINEER
EXCLUSIVE USE OF:
KASSON, MINNESOTA
DETAIL PLATES

SCALE: 1" = 10'
DATE: 8/22/2014
DRAWN BY: JLM
CHECKED BY: JLM
DATE: 8/22/2014

SHEET NO. 2 OF 14

DATING SCHEDULE	
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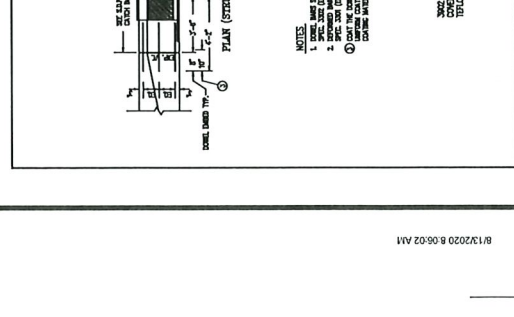
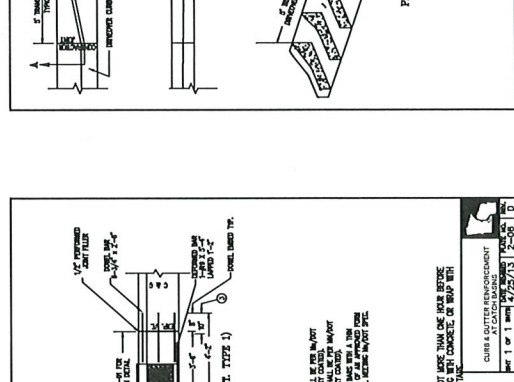
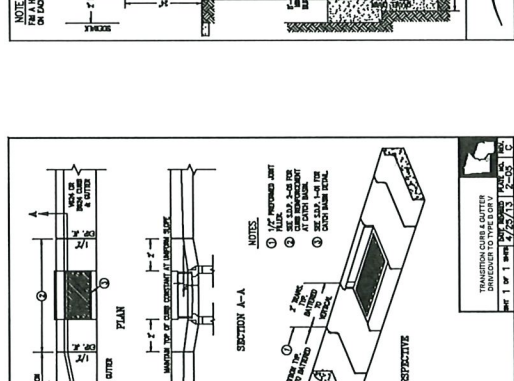
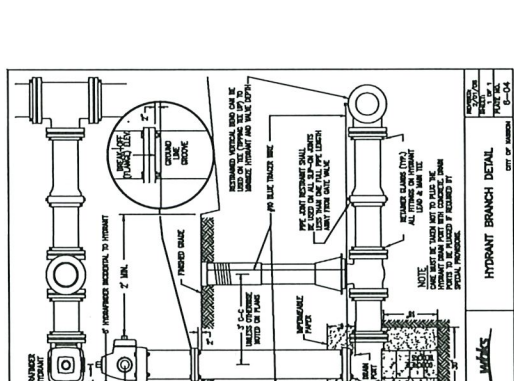
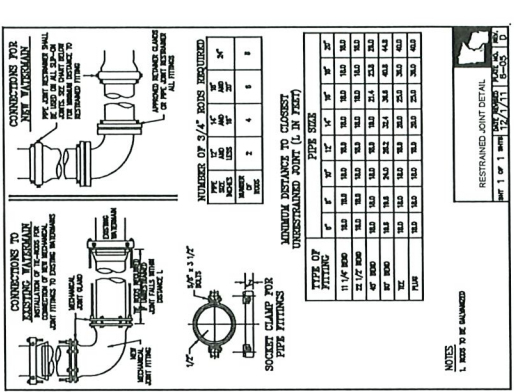
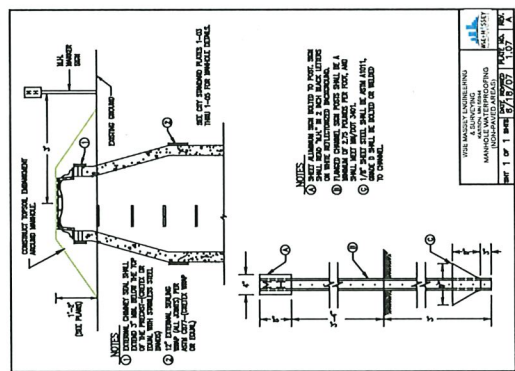
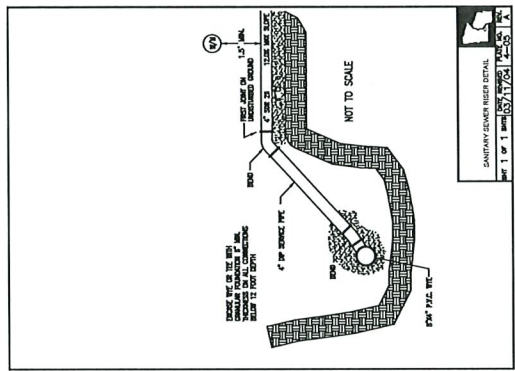
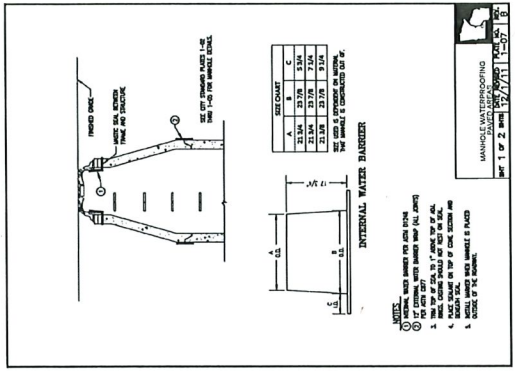


REV.	DATE	DESCRIPTION

MEADOWBROOKE SECOND SUBDIVISION KASSON, MINNESOTA DETAIL PLATES

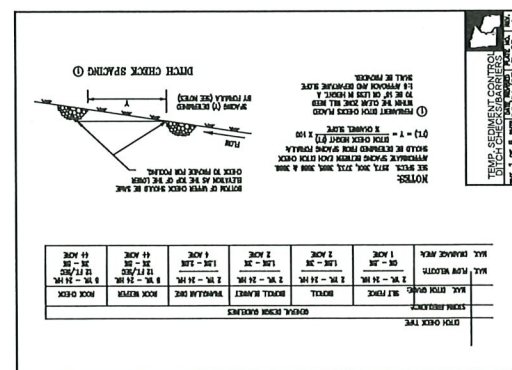
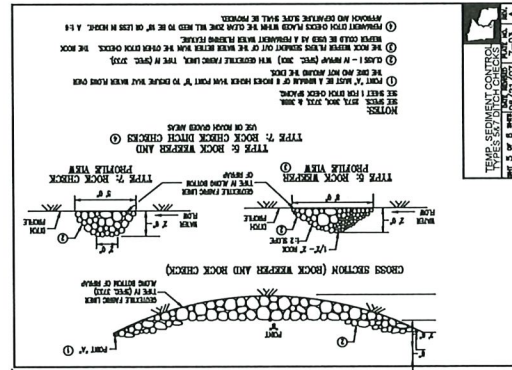
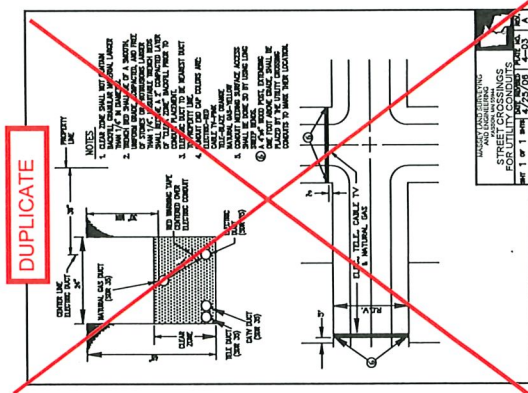
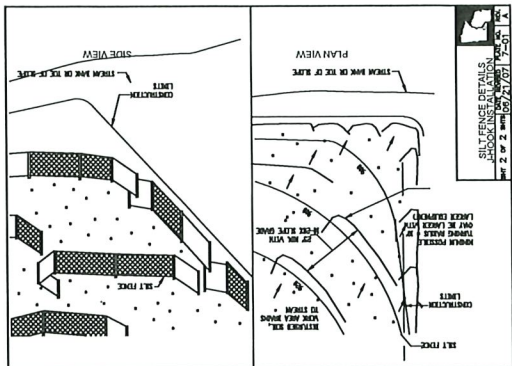
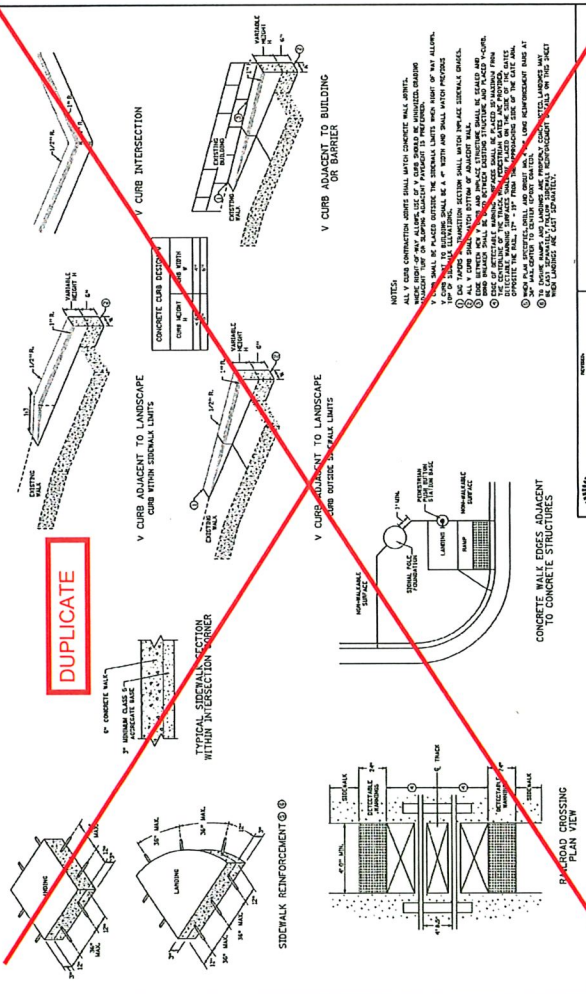
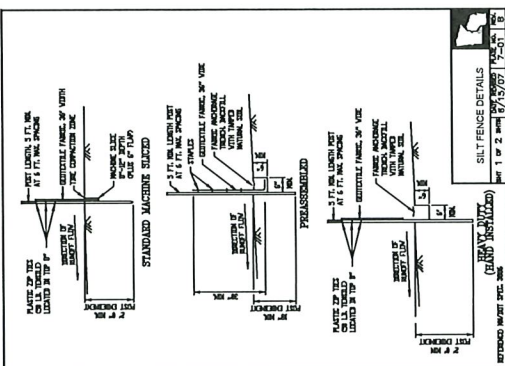
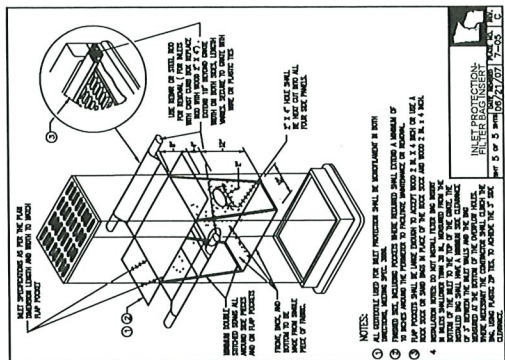
THIS SURVEY AND DRAWING WAS PREPARED FOR THE EXCLUSIVE USE OF:

SCALE: NONE
DATE: 5/22/2020
DRAWN BY: JAC
CHECKED BY: JAC
DATE: 5/22/2020
DWG. NO.: 23-203331



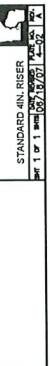
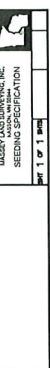
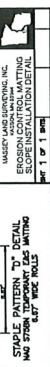
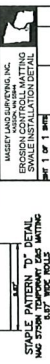
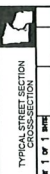


NOTE READABLE



KASSON, MINNESOTA
DETAIL PLATES

REV.	DATE	DESIGNATION

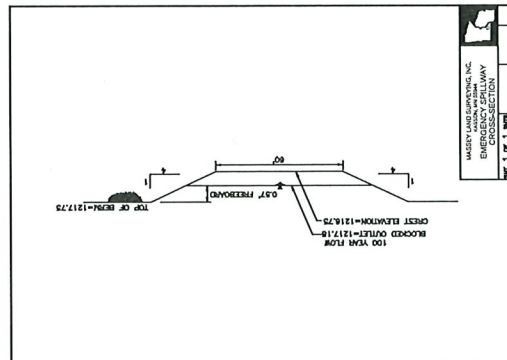
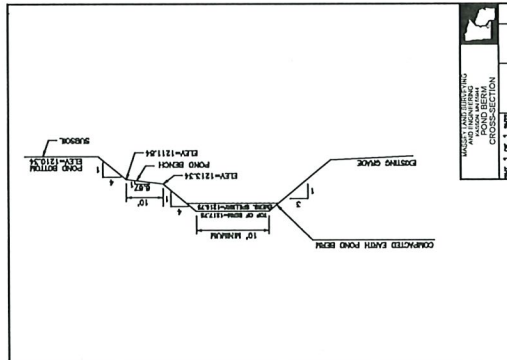


REV	DATE	DESCRIPTION

MEADOWBROOKE SECOND SUBDIVISION KASSON, MINNESOTA DETAIL PLATES

THIS SURVEY AND DRAWING WAS PREPARED FOR THE EXCLUSIVE USE OF:

SCALE: _____
DATE: _____
DRAWN BY: _____
CHECKED BY: _____
DATE: _____





WSE+MASSEY
Engineering & Surveying
PH. NO. 807-634-4505
PLANS@WSEENGINEERING.COM
WWW.WSEENGINEERING.COM

KASSON OFFICE
300 E. VETERANS
MEMORIAL HIGHWAY
KASSON, MN 55944

PLANNING OFFICE
300 E. BROADWAY
SUITE 300
PLAINVIEW, MN 55954

I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

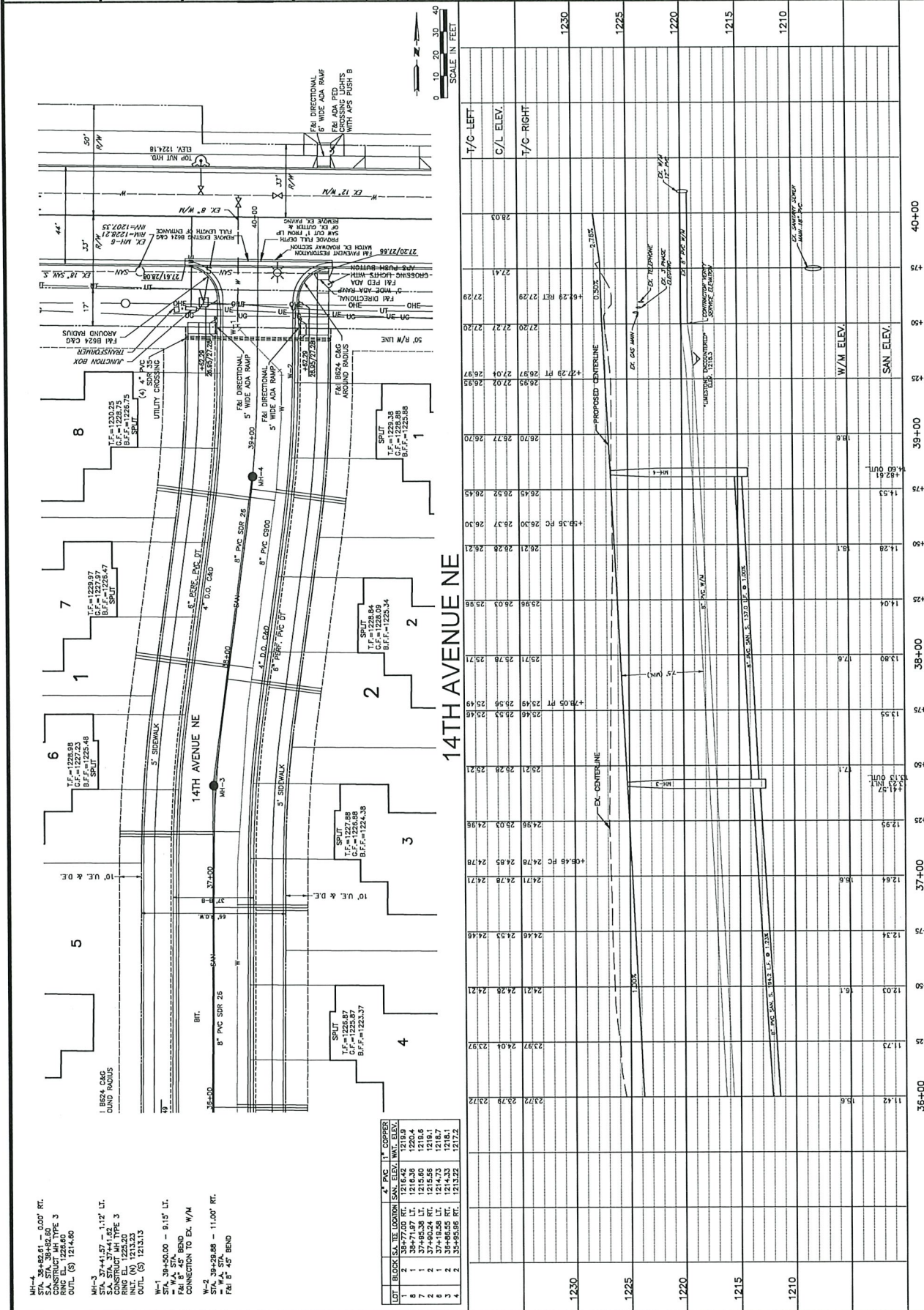
Lee Conway
8/26/2020
Number Date

MEADOWBROOKE SECOND SUBDIVISION
KASSON, MINNESOTA
14TH AVENUE NE STA. 36+00 - 40+00

THIS SURVEY AND DRAWING
WARRANTS THE EXCLUSIVE USE OF:

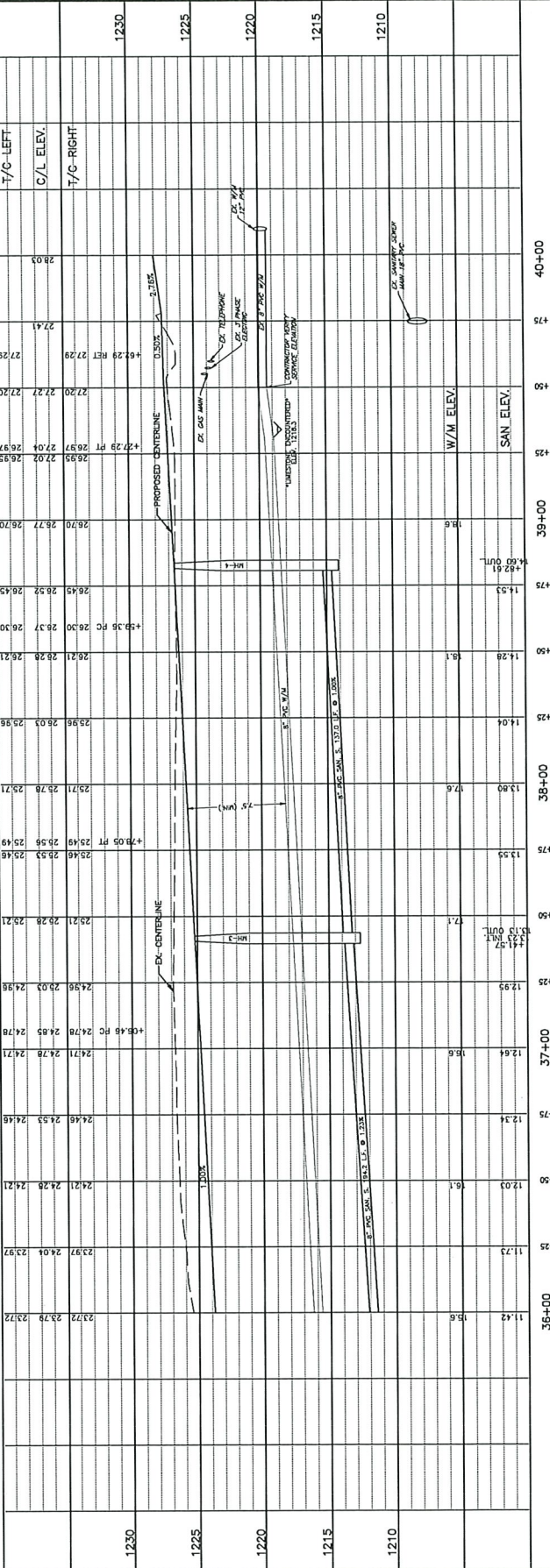
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VERTICAL
DATE: 8/26/2020
JOB NUMBER: 23.3-20331CPT.dwg
DWG FILE

SHEET NO. 9 OF 14



STATION	DESCRIPTION	DATE	BY	CHECKED
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36+25	5' WIDE ADA RAMP	8/26/2020	Lee Conway	Lee Conway
36+50	5' WIDE ADA RAMP	8/26/2020	Lee Conway	Lee Conway
36+75	5' WIDE ADA RAMP	8/26/2020	Lee Conway	Lee Conway
37+00	5' WIDE ADA RAMP	8/26/2020	Lee Conway	Lee Conway
37+25	5' WIDE ADA RAMP	8/26/2020	Lee Conway	Lee Conway
37+50	5' WIDE ADA RAMP	8/26/2020	Lee Conway	Lee Conway
37+75	5' WIDE ADA RAMP	8/26/2020	Lee Conway	Lee Conway
38+00	5' WIDE ADA RAMP	8/26/2020	Lee Conway	Lee Conway
38+25	5' WIDE ADA RAMP	8/26/2020	Lee Conway	Lee Conway
38+50	5' WIDE ADA RAMP	8/26/2020	Lee Conway	Lee Conway
38+75	5' WIDE ADA RAMP	8/26/2020	Lee Conway	Lee Conway
39+00	5' WIDE ADA RAMP	8/26/2020	Lee Conway	Lee Conway
39+25	5' WIDE ADA RAMP	8/26/2020	Lee Conway	Lee Conway
39+50	5' WIDE ADA RAMP	8/26/2020	Lee Conway	Lee Conway
39+75	5' WIDE ADA RAMP	8/26/2020	Lee Conway	Lee Conway
40+00	END OF 5' WIDE ADA RAMP	8/26/2020	Lee Conway	Lee Conway

STATION	DESCRIPTION	DATE	BY	CHECKED
36+00	START OF 5' WIDE ADA RAMP	8/26/2020	Lee Conway	Lee Conway
36+25	5' WIDE ADA RAMP	8/26/2020	Lee Conway	Lee Conway
36+50	5' WIDE ADA RAMP	8/26/2020	Lee Conway	Lee Conway
36+75	5' WIDE ADA RAMP	8/26/2020	Lee Conway	Lee Conway
37+00	5' WIDE ADA RAMP	8/26/2020	Lee Conway	Lee Conway
37+25	5' WIDE ADA RAMP	8/26/2020	Lee Conway	Lee Conway
37+50	5' WIDE ADA RAMP	8/26/2020	Lee Conway	Lee Conway
37+75	5' WIDE ADA RAMP	8/26/2020	Lee Conway	Lee Conway
38+00	5' WIDE ADA RAMP	8/26/2020	Lee Conway	Lee Conway
38+25	5' WIDE ADA RAMP	8/26/2020	Lee Conway	Lee Conway
38+50	5' WIDE ADA RAMP	8/26/2020	Lee Conway	Lee Conway
38+75	5' WIDE ADA RAMP	8/26/2020	Lee Conway	Lee Conway
39+00	5' WIDE ADA RAMP	8/26/2020	Lee Conway	Lee Conway
39+25	5' WIDE ADA RAMP	8/26/2020	Lee Conway	Lee Conway
39+50	5' WIDE ADA RAMP	8/26/2020	Lee Conway	Lee Conway
39+75	5' WIDE ADA RAMP	8/26/2020	Lee Conway	Lee Conway
40+00	END OF 5' WIDE ADA RAMP	8/26/2020	Lee Conway	Lee Conway



STATION	EXISTING ELEVATION	PROPOSED ELEVATION
36+00	1210.00	1210.00
36+25	1210.00	1210.00
36+50	1210.00	1210.00
36+75	1210.00	1210.00
37+00	1210.00	1210.00
37+25	1210.00	1210.00
37+50	1210.00	1210.00
37+75	1210.00	1210.00
38+00	1210.00	1210.00
38+25	1210.00	1210.00
38+50	1210.00	1210.00
38+75	1210.00	1210.00
39+00	1210.00	1210.00
39+25	1210.00	1210.00
39+50	1210.00	1210.00
39+75	1210.00	1210.00
40+00	1210.00	1210.00



WSE+MASSEY
Engineering & Surveying
PH. NO. 507-524-4505
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KASSON OFFICE
P.O. BOX 100
KASSON, MN 55844
PLANNING OFFICE
SUITE 300
15TH STREET NE
KASSON, MN 55844

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.
Lee Convey
REGISTERED PROFESSIONAL ENGINEER
NO. 10000
EXPIRATION DATE 8/25/2020

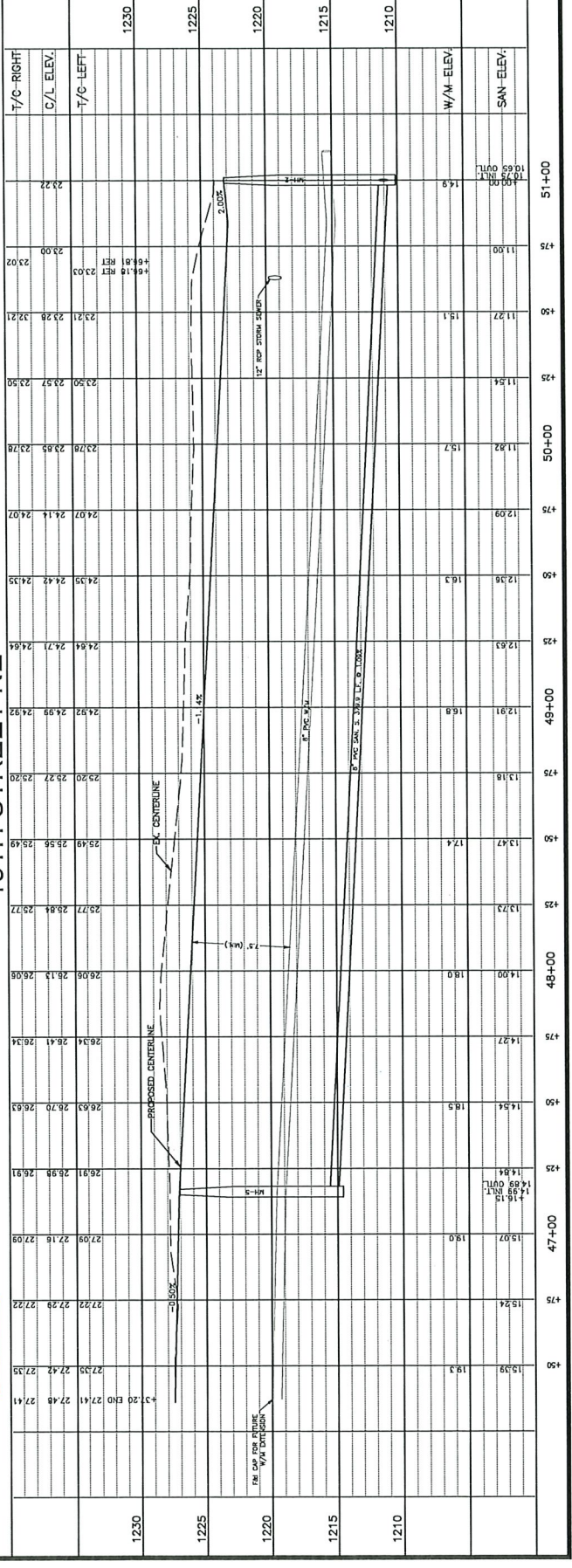
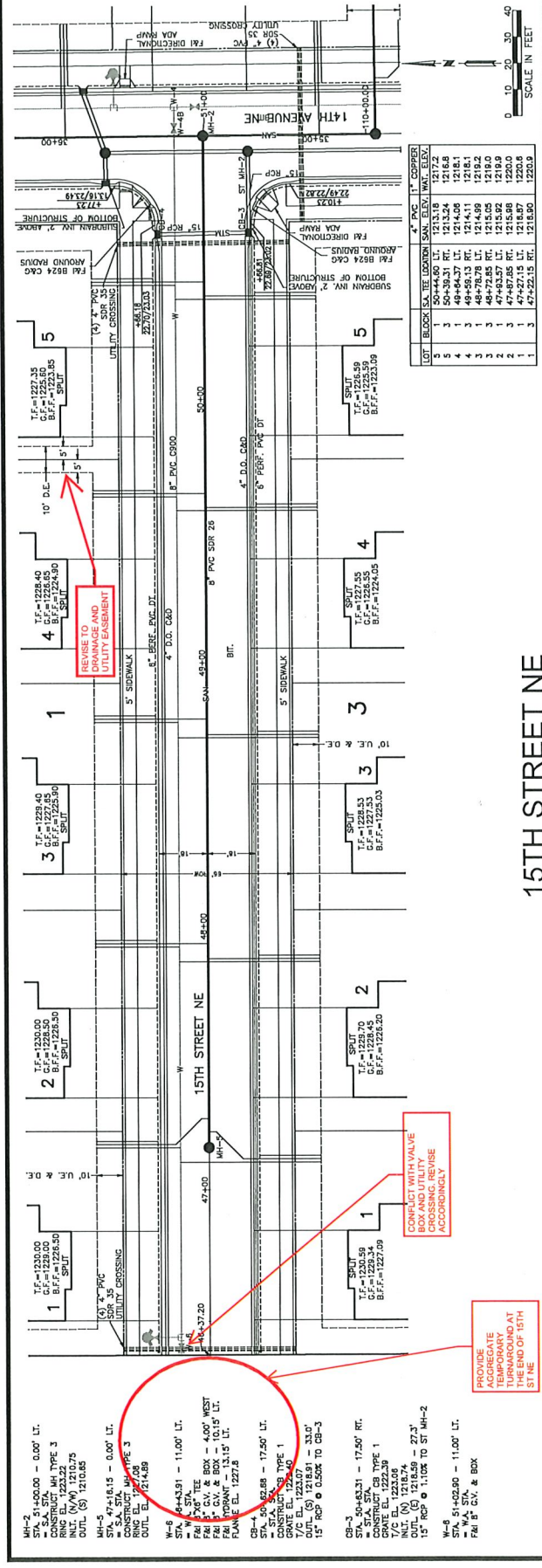
REV.	DATE	DESCRIPTION

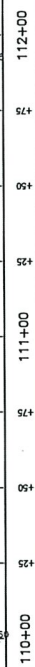
MEADOWBROOKE SECOND SUBDIVISION
KASSON, MINNESOTA
15TH STREET NE STA. 46+37.20 - 51+00

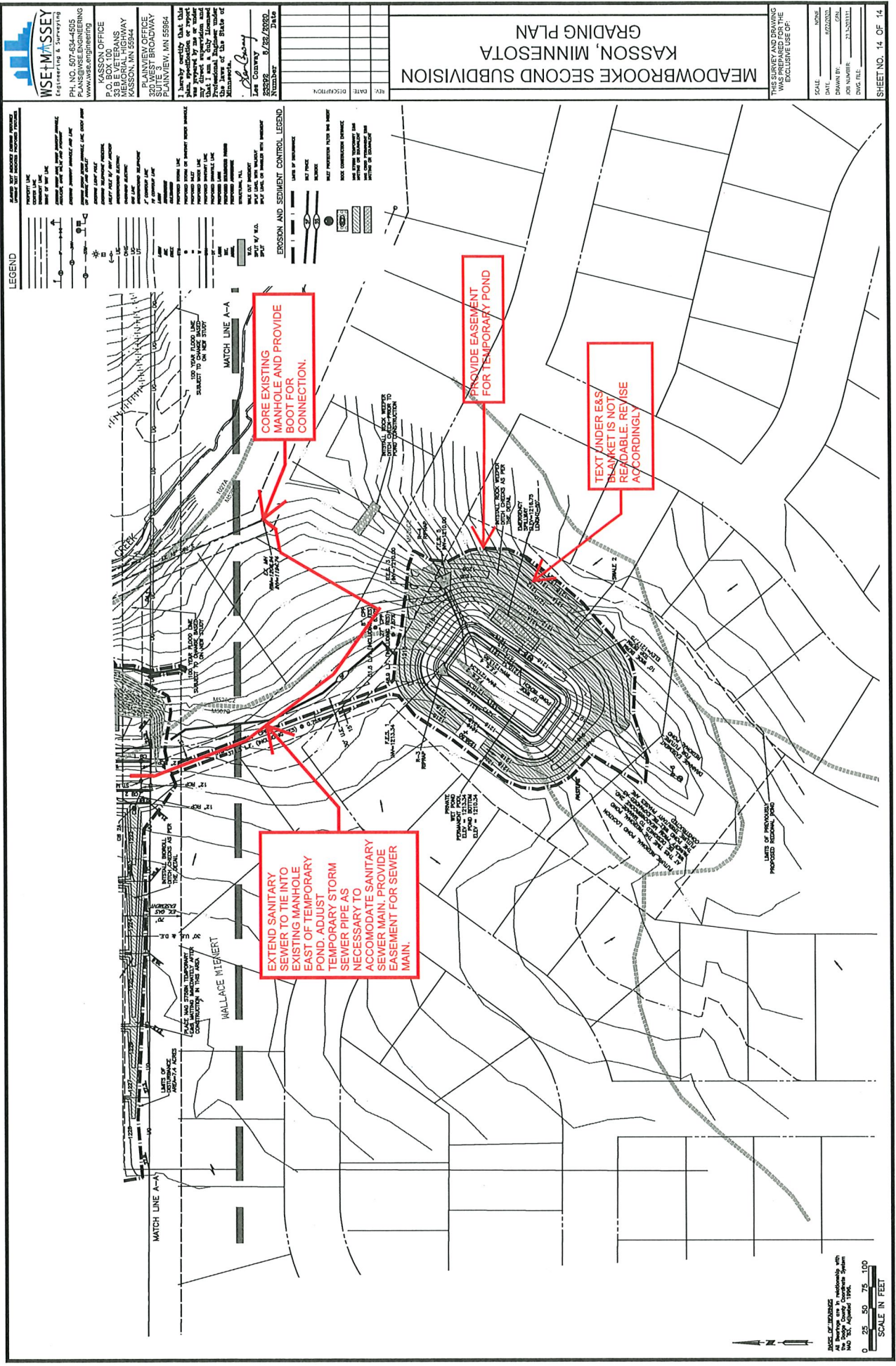
THIS SURVEY AND DRAWING ARE THE PROPERTY OF WSE+MASSEY AND ARE NOT TO BE REPRODUCED OR USED FOR ANY OTHER PROJECT WITHOUT THE WRITTEN PERMISSION OF WSE+MASSEY.

SCALE: 1"=40'
DATE: 8/20/2020
DRAWN BY: J. MASSEY
CHECKED BY: J. MASSEY
PAGE 1 OF 1

SHEET NO. 11 OF 14







WSE+MASSEY
Engineering & Surveying
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KASSON, MN 56044
www.wse-engineering.com

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P.O. BOX 100
KASSON, MN 56044
PLAINVIEW OFFICE
SUITE 3
PLAINVIEW, MN 55964

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Lee Conway
8/28/2020

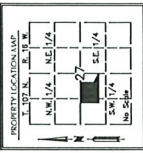
MEADOWBROOKE SECOND SUBDIVISION
KASSON, MINNESOTA
GRADING PLAN

DATE: 8/28/2020
DRAWN BY: J. MASSEY
CHECKED BY: J. MASSEY
SCALE: 1" = 40'

THIS SURVEY AND DRAWING WAS MADE FOR THE EXCLUSIVE USE OF:

SCALE: 1" = 40'

MEADOWBROOKE SECOND



REFERENCE
 All measurements are in relationship with the Dodge County
 Coordinate System NAD 1983, adjusted 1995.

UTILITY EASEMENT DENIED
 An unobstructed easement for the construction and
 maintenance of all necessary overhead, underground or
 surface utility lines shall be provided to the utility
 company and its successors to construct,
 install, maintain and remove all utility lines.
 U.E. = UTILITY EASEMENT

DRAINAGE EASEMENT DENIED

An unobstructed easement for the construction and
 maintenance of underground and surface drainage
 facilities and utility easement.
 D.E. = DRAINAGE EASEMENT

MONUMENTS
 ○ Set (1/2" Pipe unless
 noted otherwise)
 ● Found monument (5/8" pipe
 unless noted otherwise)
 All monuments set here a classic
 cap stamped L.S. 41814 and
 will be set by September 30, 2019.
 (R.A.=RECORDED AS)

LITTLE'S MEADOW VUE ESTATES

13TH AVE. NE

16TH STREET NE

14TH AVENUE NE

15TH STREET NE

16TH STREET NE

17TH STREET NE

18TH STREET NE

19TH STREET NE

20TH STREET NE

21ST STREET NE

22ND STREET NE

23RD STREET NE

24TH STREET NE

25TH STREET NE

26TH STREET NE

27TH STREET NE

28TH STREET NE

29TH STREET NE

30TH STREET NE

31ST STREET NE

32ND STREET NE

33RD STREET NE

34TH STREET NE

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36TH STREET NE

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40TH STREET NE

41ST STREET NE

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51ST STREET NE

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270TH STREET NE

271ST STREET NE

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281ST STREET NE

282ND



MEMORANDUM

TO: Planning and Zoning Commission
FROM: Brad Scheib, Consulting Planner, HKGi
DATE: September 14, 2020
SUBJECT: Ordinance Update, complete update of Title XV: Land Usage – Public Hearing

Purpose of Planning and Zoning Commission and Public Hearing of Ordinance Update

Over the past two years, the ordinance update project team has completed a comprehensive review and diagnosis of Kasson's current City Code chapters within Title XV: Land Usage. This diagnosis was followed by the consolidating, reorganizing, updating, and improving of these chapters into an updated ordinance. The new update organizes and modernizes the chapters of Title XV: Land Usage, which include Building and Construction Regulations, Manufactured Home Regulations, Subdivision, and Zoning. The intent of the updated chapters is to provide the city with language that is better organized, streamlined, and consistent (throughout the code and with the Comprehensive Plan), promotes higher quality development, and is easier to understand and use.

The ordinance update project consultant team at HKGi, has worked closely with city staff and the Planning and Zoning Commission throughout this project. At the Planning and Zoning Commission's September 14th meeting, we will present an overview of the key improvements that the updated ordinance will provide as the city's primary regulatory tool for development in the city. Attached is an Executive Summary that describes the key improvements of the update. We will be available for questions and to receive feedback from the Planning Commission as well as the general public during the public hearing.

The city's adoption of the updated ordinance will be a major milestone for achieving the community vision established in the Comprehensive Plan. However, like all city codes, this update should also be seen as a dynamic step that will undoubtedly benefit from future updates in order to improve its usefulness over time.

Planning and Zoning Commission and Public Hearing

The Planning and Zoning Commission has given feedback and input throughout the ordinance drafting process. At the September 14th meeting, the Commission will hear public feedback by holding a public hearing and utilize that feedback to inform their recommendation to the City Council. The Commission

may recommend amendments and changes to the text as presented before going to City Council or may table the item for further consideration. Once the Planning and Zoning Commission has taken action by making a recommendation, the City Council will review the ordinance and take final action on the item.

Materials for the Update

All materials related to the proposed ordinance update can be found on the City's website by navigating to <https://www.cityofkasson.com/> then clicking on "Update Kasson Zoning Code" in the side menu:



There, you will find links for the following:

- [Executive Summary](#)
- [Existing Zoning Map](#)
- [Proposed Zoning Map](#)
- Break Down of Proposed Changes to the Zoning Maps
- [Table Comparing Existing Uses and Proposed Uses](#)
- Draft of Proposed Ordinances
 - [DRAFT – Chapter 150 Definitions](#)
 - [DRAFT – Chapter 151 Building Regulations; Construction](#)
 - [DRAFT – Chapter 152 Manufactured Homes](#)
 - [DRAFT – Chapter 153 Subdivisions](#)
 - [DRAFT – Chapter 154 Zoning](#)

ATTACHMENTS

- A. Draft Ordinance Repealing and Replacing Chapters 150-154
- B. Draft Resolution Authorizing Summary Publication of Ordinance

**CITY OF KASSON
ORDINANCE NO. 2020-XX**

**AN ORDINANCE REPEALING AND REPLACING CITY CHAPTER 150 BUILDING
REGULATIONS; CONSTRUCTION, CHAPTER 151 MOBILE HOMES, CHAPTER 152
SUBDIVISIONS, CHAPTER 153 FLOODPLAIN MANAGEMENT, CHAPTER 154 ZONING,
AND THE ZONING MAP OF KASSON**

The City Council of Kasson does ordain:

Section 1: Existing City Code Chapter 150 Building Regulations; Construction is hereby repealed and replaced by the new City Code Chapter 150 Definitions, a copy of which is attached as Exhibit A.

Section 2: Existing City Code Chapter 151 Mobile Homes is hereby repealed and replaced by the new City Code Chapter 151 Building Regulations; Construction, a copy of which is attached as Exhibit B.

Section 3: Existing City Code Chapter 152 Subdivisions is hereby repealed and replaced by the new City Code Chapter 152 Manufactured Homes, a copy of which is attached as Exhibit C.

Section 4: Existing City Code Chapter 153 Floodplain Management is hereby repealed and replaced by the new City Code Chapter 153 Subdivisions, a copy of which is attached as Exhibit D.

Section 5: Existing City Code Chapter 154 Zoning is hereby repealed and replaced by the new City Code Chapter 154 Zoning, a copy of which is attached as Exhibit E.

Section 6: The existing Zoning Map is hereby repealed and replaced by the new Zoning Map, a copy of which is attached as Exhibit F.

Section 7: This ordinance is effective upon adoption and official publication.

Adopted by the City Council this XX day of [Month], 2020.

Mayor Chris McKern

Attest: Linda Rappe, City Clerk

**CITY OF KASSON
RESOLUTION NO. XX-20**

**RESOLUTION AUTHORIZING PUBLICATION OF
ORDINANCE 2020-XX BY TITLE AND SUMMARY**

WHEREAS, the City Council of the City of Kasson has adopted Ordinance No. 2020-XX to repeal and replace City Code Chapter 150 Building Regulations; Construction, Chapter 151 Mobile Homes, Chapter 152 Subdivisions, Chapter 153 Floodplain Management, Chapter 154 Zoning and the City Zoning Map; and

WHEREAS, Minnesota Statutes, Section 412.191, subdivision 4, allows publication by title and summary in the case of lengthy ordinances; and

WHEREAS, the following summary of Ordinance No. 2020-XX has been approved by the City Council of the City of Kasson as clearly informing the public of the intent and effect of the Ordinance.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Kasson has reviewed the following summary of the ordinance and approved its publication in accordance with Minnesota Statutes, Section 412.191, subdivision 4:

Ordinance No. 2020-XX has been approved by the City Council of the City of Kasson. The Ordinance repeals and replaces the existing City Code Chapter 150 Building Regulations; Construction with the new City Code Chapter 150 Definitions, the existing City Code Chapter 151 Mobile Homes with the new City Code Chapter 151 Building Regulations; Construction, the existing City Code Chapter 152 Subdivisions with the new City Code Chapter 152 Manufactured Homes, the existing City Code Chapter 153 Floodplain Management with the new City Code Chapter 153 Subdivisions, the existing City Code Chapter 154 Zoning with the new City Code Chapter 154 Zoning, and the existing Zoning Map with the new Zoning Map. Changes within the chapters include modifications to definitions, zoning district names, uses permitted in districts, uses permitted by conditional use permit in districts, administration of processes such as Planned Unit Developments, Subdivision Plats, and Site Plan Review, and modifications needed for conformance with Minnesota Statutes. The Zoning Map adopted reflects the revised district names, as adopted in Chapter 154 Zoning, as well as zoning districts in compliance with the City of Kasson 2040 Comprehensive Plan.

BE IT FURTHER RESOLVED that the City Clerk keep a copy of the entire text of the ordinance in their office at City Hall for public inspection.

Passed by the City Council this XX day of [Month], 2020.

Mayor Chris McKern

Attest: Linda Rappe, City Clerk

Linda Rappe

From: Chad Stannard <cstannard@pipelinefoods.com>
Sent: Friday, September 04, 2020 1:43 PM
To: Linda Rappe
Subject: Items for Public Hearing (Kasson Storage)
Attachments: 20200904133540296.pdf

Linda,

1. Layout or Drawing: I have attached a drawing or layout of the projected parking area.
2. Drainage: There are drainage ditches both on the east and west side of the lot. The site is set up to drain to the east side to a catch basin and to then go under road to main holding pond. This should also be in the original site plan as well.
3. Plan of screening or fence: The plan for now is to not have a fence.
4. Who/What would be parked there: There would be a monthly contract that would be made with the customer. Anticipated what would park there would be campers and/or boats.
5. Surface: The plan for the surface would be to put down 1 inch to 1 ½ inch dust free limestone rock.

Best regards,

Chad Stannard / Inputs Sales Specialist
Office: 800-342-6976
Cell: 507-456-6248
cstannard@pipelinefoods.com
www.pipelinefoods.com



N

Storage Unit

Storage Unit

future slab for Storage Unit

Parking Area
for

Outside Storage

S