

Medina Park Commission Meeting Minutes

August 18, 2021

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The Park Commission of Medina, Minnesota met in regular session on August 18, 2021 at 7:00 p.m., at Medina City Hall. Park Commission Chair John Jacob presided.

1) Call to Order

Commissioners Present: Mary Morrison, John Jacob, Nila Norman, Troy Hutchinson, Angela Bernhardt, Terry Sharp
Youth Member Present: Katya Cavanaugh and Emily Jans
Commissioners Absent: Steve Lee
Also Present: Public Works Director Steve Scherer, Assistant City Administrator Jodi Gallup, Councilmember Joe Cavanaugh

2) Additions to the Agenda: None.

3) Approval of the Minutes from:

• **July 21, 2021 Meeting**

- *A motion was made by Morrison and seconded by Sharp to approve the minutes from July 21, 2021 as presented. Motion passed unanimously.*

4) Public Comments (on items not on the agenda): None.

5) City Council Update

Cavanaugh provided an update on recent City Council actions.

6) Medina Townhome Development LLC – 1432 County Road 29 Planning Unit Development – Park & Trail Review

Gallup provided a staff report noting the applicant, Medina Townhome Development LLC, has requested a Planned Unit Development (PUD) General Plan Review and Site Plan Review for a proposed 23-unit townhome development at 1432 County Road 29, north of Highway 12 and east of County Road 29. She noted the City Council reviewed a concept plan earlier this spring.

Gallup stated the site is guided for high density residential with 12-15 units/acre, which this plan would meet the low-end density requirements within the R4 zoning district.

Gallup explained that since the applicant is proposing rental townhomes, the site is not being subdivided, therefore the Park Dedication ordinance is not triggered. However, the applicant is requesting a PUD, which provides flexibility to underlying zoning and gives the City a high level of discretion to meet other objectives of the City including park and trail amenities.

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Josh Sanderson, representing the applicant, showed the Park Commission a picture of the site plan and tot-lot/gathering area. He stated the plan includes a small playground, roughly 35 feet by 38 feet, and a picnic area with two picnic tables and a community grill.

Gallup noted the closest active park is approximately half a mile from the site located in Maple Plain. She also noted the site is 800 feet from a paved trail leading into Baker Park Reserve to the north and near the railroad trail tunnel to the south of Highway 12.

Gallup stated there is only one private property owner to the north of this proposed development separating this development from Baker Park Reserve's trail system. Gallup stated that staff would recommend at the very least that the City should secure enough right-of-way/trail easement to accommodate a future trail along the western edge of the property along County Road 29. Staff would further recommend that the applicant grade the site and account for stormwater plans to accommodate the future trail. This would give Baker Park Reserve the ability to pave a trail from their existing trail entrance down to this site once the final property develops.

Gallup asked the Park Commissioners if they had any feedback for the applicant and if they thought the proposed recreational amenities were sufficient?

Jacob asked the applicant about the expected occupancy levels for each townhome.

Sanderson noted the townhomes were being built for families with each of the 23 units being three or four bedrooms.

Hutchinson inquired about the road leading into the development and how that would connect to the larger property to the southeast, which is being proposed as additional future high density residential. He noted that this larger lot to the southeast might provide the City with an opportunity to acquire additional park land or recreational amenities for these residents.

Morrison noted that the proposed site was very dense with 23-units on just over two acres of land, along with all the hardcover for driveways. She questioned if the site met density and hardcover limits, which the applicant confirmed it did.

Gallup noted that the City Council had the same initial reaction to the applicant's concept plan earlier this spring, which the applicant did adjust the plan to accommodate some of their concerns by removing one townhome unit to allow for guest parking and incorporating the tot-lot and gathering space. She also noted that this site is zoned for high density residential, which limits what the applicant can do with only two acres.

Norman asked the applicant to consider all ages of children when purchasing playground equipment for the tot-lot. She cautioned that play equipment for "tots" will only be used for children ages 2-3 years old and be underutilized as the City has firsthand experience with this in one of our existing parks.

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Jacob asked if the applicant had considered adding a basketball hoop.

Sanderson agreed that the play equipment should be for children of all ages and did not believe the site was large enough to accommodate a basketball court or hoop. He noted that children would have access to a basketball court within half a mile at the Orono School District facility/park in Maple Plain.

Hutchinson stated he thought the applicant made good use of the available space for this townhome development.

Bernhardt commented that it was great the site would have close access to Orono Schools.

A motion was made by Morrison and seconded by Sharp to recommend to the City Council that the development maximize recreational opportunities for all ages along with incorporating gathering places as shown in the proposed plan. Additionally, recommending the City require any necessary trail easements on the western boundary and that the applicant grade and account for the stormwater system for the future trail. Motion passed unanimously.

7) Staff Report

General Items – Gallup provided an update on Lakeshore Park, noting that the City has contracted with WSB to provide some high-level design ideas for Lakeshore Park. She noted that the quote came in at a price not to exceed \$3,200 to produce two alternative high-level conceptual designs. She noted that staff plans to bring these designs back to the Park Commission at the September 15th meeting for initial review.

8) Adjourn

A motion was made by Sharp, seconded by Hutchinson, and passed unanimously, to adjourn the meeting.

The meeting was adjourned at 8:40 p.m.