



## MAYOR & COUNCIL COMMUNICATION

**DATE: March 18, 2014**

**REGULAR**

**ITEM # 8**

**AGENDA ITEM:** Schiltgen Farms - Parcel B Sketch Plan

**SUBMITTED BY:** Nick M. Johnson, City Planner

**THROUGH:** Dean Zuleger, City Administrator

**REVIEWED BY:** Planning Commission  
Kyle Klatt, Community Development Director  
Jack Griffin, City Engineer  
Ann Pung-Terwedo, Washington County

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### **SUGGESTED ORDER OF BUSINESS:**

- Introduction of Item .....Community Development Director
- Report/Presentation.....Community Development Director
- Questions from Council to Staff ..... Mayor Facilitates
- Call for Motion ..... Mayor & City Council
- Discussion ..... Mayor & City Council
- Action on Motion ..... Mayor Facilitates

**POLICY RECCOMENDER:** The City Council is asked to review a Sketch Plan submitted by GWSA Land Development for the purpose of providing initial feedback and direction to aid in the submittal of a future Preliminary Plat application.

**FISCAL IMPACT:** None – The applicants have established a development review escrow with the City per the City Council adopted policy.

**SUMMARY AND ACTION REQUESTED:** The City Council is asked to review a Sketch Plan for a proposed 101 unit single family subdivision in the northern portion of the Village Planning Area. The Sketch Plan is the required first step in the subdivision review process per the City’s subdivision ordinance. In accordance with the ordinance, the review of the Sketch Plan requires no formal action by the City. Rather, it is a formal opportunity for the City to provide initial review of the proposed subdivision for consistency with the City’s Comprehensive Plan and ordinances.

**LEGISLATIVE HISTORY/PLANNING COMMISSION REPORT:**

The Planning Commission reviewed the Schiltgen Farms – Parcel B Sketch Plan on 3/10/14. At that meeting, staff presented their review of the Sketch Plan, which is documented in the Staff Report to the Planning Commission (Attachment #1). The Staff Report contains all of the key considerations identified by staff for the development moving forward.

In reviewing the Sketch Plan, the Planning Commission identified three priorities for the purpose of informing a preliminary plat application:

1. The Planning Commission wanted to see the middle cul-de-sac road carried through the site to the east and connect with the neighboring property;
2. The Planning Commission wanted additional trail improvements and wanted to avoid dead-end cul-de-sacs with limited pedestrian connectivity; and
3. The Planning Commission recommended that a small neighborhood park be included in the plan, possibly through a shared neighborhood park with the property to the east, which is expected to develop at a similar density per the Comprehensive Plan.

With these improvements, the Planning Commission felt that the development would be more consistent with the goals of the Village Land Use Plan. More specifically, topics that were discussed include more direct connections between neighborhoods, better pedestrian facilities and connections to get downtown and a possible neighborhood park or open space amenities. The Planning Commission discussion of the Schiltgen Farms – Parcel B Sketch Plan can be reviewed in greater detail by reviewing the draft minutes of the 3/10/14 meeting.

**BACKGROUND INFORMATION (SWOT):**

**Strengths:** The Sketch Plan process allows for the City Council to provide direct feedback in advance of Preliminary Plat application. Utilizing this process allows for the applicant to receive substantial direction before going to the significant expense of preparing Preliminary Plat.

**Weaknesses:** None

**Opportunities:** In reviewing the Sketch Plan, the City can offer feedback of how to make the proposed neighborhood more consistent with the City's vision and Comprehensive Plan. Suggested improvements or revisions for the Sketch Plan include greater connectivity to the parcel to the proposed development to the east, as well as additional trail facilities to improve pedestrian accessibility to downtown.

**Threats:** None

**RECOMMENDATION:**

No formal action is required at this time. It is recommended that the City Council provide direction and feedback about the proposed subdivision in advance of a future Preliminary Plat application.

**ATTACHMENTS:**

1. Planning Commission Report, dated 3/10/14
2. Location Map
3. Application Form and Narrative
4. Schiltgen Farms – Parcel B Sketch Plan
5. Topographical Survey – Schiltgen Farms Parcels
6. Future Land Use Map, Map 3-3 of Comprehensive Plan
7. City Engineer Review Memorandum
8. Washington County Review Comments