

WACONIA PARK BOARD MEETING AGENDA



Thursday, February 20, 2025
6:30 PM

VISION STATEMENT

A thriving, connected community with deep roots: a great place to live for a lifetime.

MISSION STATEMENT

A city that leads, serves, and governs to enhance the quality of life for all community members.

CHAIR: LACEY SHAW
MEMBER: THOMAS ADAMINI
MEMBER: LEAH SOLTIS
MEMBER: BEN STRASHEIM
MEMBER: TAMI PETERSON
ALTERNATE MEMBER: LUCAS REINERS

NOTE: TO ENSURE THAT YOU ARE PRESENT FOR ITEMS OF INTEREST, PLEASE BE PRESENT AT 6:30 P.M.

Those with items on the agenda should reach out to their staff contact. Others who wish to participate in the meeting, please contact the Community Development Director at 952-442-3106 or lbraaten@waconia.org to make certain that you are called upon during the meeting.

1. **Call Meeting to Order**
2. **Approval of Agenda**
3. **Approval of Minutes**
 - 1) [Approve the Park Board Meeting Minutes of January 16, 2025.](#)
Motion to adopt the January 16th, 2025 meeting minutes.
4. **Regular Business**
 - 1) [Sketch Plan - Elm Creek Ridge - Magellan Land Company](#)
The Parks & Recreation Board should review the attached Sketch Plan for the subject parcel and determine if the area is suitable or desirable for park/playground/open space purposes and make a recommendation to the City Council regarding dedication of land or payment in lieu of land.
5. **Staff Park Items Update**
6. **Board Updates & Questions**
7. **Adjourn**

Upcoming Meetings



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	February 20, 2025					
Item Name:	Approve the Park Board Meeting Minutes of January 16, 2025.					
Originating Department:	Administration					
Presented by:	Shane Fineran					
Previous Council Action (if any):						
Item Type (X only one):	Consent	<input checked="" type="checkbox"/>	X	Regular Session		Discussion Session
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED (Include motion in proper format.)						
Motion to adopt the January 16th, 2025 meeting minutes.						
EXPLANATION OF AGENDA ITEM (Include a description of background, benefits, and recommendations.)						
Attachments: 1. 1.16.25 Park Board Minutes.pdf						
FINANCIAL IMPLICATIONS: Funding Sources & Uses:				ADVISORY BOARD RECOMMENDATIONS:		
Budget Information:				Planning Commission		
_____ Budgeted				Parks and Recreation Board		
_____ Non Budgeted				Safari Island Advisory Board		
_____ Amendment Required				Other		

**CITY OF WACONIA
MINUTES OF SCHEDULED MEETING
PARKS & RECREATION BOARD
January 16, 2025**

Pursuant to due call and notice thereof, the Regular Meeting of the Waconia Parks & Recreation Board in the City Council Chambers was called to order at 6:28 p.m. by Shaw.

Park Board Members Present: Lacey Shaw, Ben Strasheim, Tom Adamini, Tami Peterson, Lucas Reiners.

Park Board Members Absent: Leah Soltis

Council Liaison: Derek Siddons

Staff Present: Shane Fineran, Mike Mawdsley

Guests: Troy Williams

Adopt Agenda

Adamini made a motion to approve the agenda, seconded by Strasheim. All in favor.

Approval of Minutes from November 19, 2024 Meeting

Adamini made a motion to approve the meeting minutes, seconded by Strasheim, All in favor.

Regular Business

1. Board Chair & Vice Chair for 2025

Adamini motioned to nominate Shaw as chair for 2025, seconded by Peterson. All in favor.

Shaw motioned to nominate Adamini as vice-chair for 2025, seconded by Peterson. All in favor.

2. Island View Estates Park Development

In 2026, the Capital Investment Plan has identified the development of park space located in the Island Estates neighborhood with a budget of \$250,000. This park space is located at 161 Maple Terrace and is approximately .42 acres in size. This park space was initially dedicated to the city for park purposes as part of the development and helped meet park dedication requirements of the development. This was in addition to the dedication and development of wooded outlot on the west and south side of the neighborhood that was preserved for natural open space and trail connectivity.

The park lot is served adjacent to street via sidewalk access that connects the entire neighborhood as well as has a trail terminating in the northwest corner of the park adjacent to Island View Road. The park lot is relatively level.

Administrator Fineran discussed the preference of the board in the process related to park amenitie development, public input process, etc. The board consensus was that public input is desired. Troy Williams spoke to the board about the nice space that this is, the great sunsets had at the park, and the opportunity that this would be the neighborhood.

The board settled around sending an informal survey to residents ranking their most desired park elements to inform 2-3 concepts to be developed and then presented to the neighborhood as the path forward and public involvement in this process.

Staff Updates

Mike Mawdsley, Park Maintenance Supervisor provided an updated to the enhanced efforts this season to the outdoor recreational skating area at Brook Peterson Park, snow removal operations, and tree trimming progress.

Board Updates

None

Adjournment

Adamini motion to adjourn. Peterson second. All in favor. Adjourn at 7:25 p.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Shane Fineran". The signature is stylized with a large, looping initial "S" and a long, sweeping underline.

Shane Fineran
City Administrator



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	February 20, 2025
Item Name:	Sketch Plan - Elm Creek Ridge - Magellan Land Company
Originating Department:	Community Development
Presented by:	Lane Braaten

Previous Council Action (if any):

Item Type (X only one):	Consent		Regular Session	X	Discussion Session	
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RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED *(Include motion in proper format.)*

The Parks & Recreation Board should review the attached Sketch Plan for the subject parcel and determine if the area is suitable or desirable for park/playground/open space purposes and make a recommendation to the City Council regarding dedication of land or payment in lieu of land.

EXPLANATION OF AGENDA ITEM *(Include a description of background, benefits, and recommendations.)*

City Ordinance Summary

City Ordinance states *“Preliminary plats shall be submitted to the Waconia Park Board for review and comment. If, after considering the Park Board’s input, the City Council determines any portion of the land proposed for dedication as parks, schools, playgrounds, trails or open space (collectively, “Park Land”) is not suitable or desirable because of location, size, or any other reason, the City Council shall require a payment of cash in lieu of receiving Park Land, which payment shall be calculated as described immediately below.”*

If a cash payment in lieu of Park Land is required, the City Council shall take the percentage of land in the subdivision required for dedication, as determined under subsection C above (assumed to be 10% unless the City Council determines otherwise) and multiply it by the fair market value of the total land in the subdivision to determine the “Total Dedication Value”. If the City Council determines that none of the Park Land is suitable or desirable, the subdivision shall make a cash payment to the City equal to the Total Dedication Value. If the City Council determines the City will accept a portion of the Park Land and that another portion is not suitable or desirable, the developer shall convey the Park Land the City is willing to accept and, in addition, make a cash payment to the City equal to the Total Dedication Value, proportionally reduced to reflect the Park Land accept by the City. The subdivider shall pay any amount due to the City via wire transfer or cashier’s check prior to, and as a condition of, the City releasing the final plat for the subdivision.

Further, *“It shall be presumed that at least 10% of the gross land in the subdivision shall be dedicated for parks, schools, playgrounds and open space. The City, upon consideration of the particular type of development proposed in a subdivision, may require larger or lesser amounts of land to be dedicated if it determines that the present and future residents of the subdivision would require greater or lesser amounts of land for such purposes.”*

Background

The sketch plan includes the eastern 23 acres of PID# 090261211), which is currently located within Waconia Township. The property is included in the City’s 2040 Comprehensive Plan as a developable mix of low density and medium density residential. The subject area is located within Transition Area 2, which assumes development between 2020 and 2030.

Site Area Calculations

Net Development Area = 23.54 acres*
 Typical Park Dedication (10%) = 2.354 acres
 Park Land Proposed to be Dedicated = none
 Cash in Lieu Portion = approx. \$65,000/acre (fair market value) x 2.354 acres = approx. \$153,010.00

*City Code requires 10% of the gross area less delineated wetlands, stormwater retention areas and steep slopes exceeding 18% that remain undeveloped.

Planning Considerations

1. The 2040 Comprehensive Plan identifies the parcels as a mix of:
 - a. L, Low Density Residential
 - b. M, Medium Density Residential
2. Staff has attached Table 3-10, Land Use Plan Categories and Proposed Zoning Map Districts taken from Chapter 3, Land Use Analysis Plan of the 2040 Comp Plan. The table informs general density requirements, zoning districts and uses allowed in each category.
3. Staff has attached Figure 5-1, Parks and Trails, Figure 5-3, Park System Plan, and Figure 5-4, Trails and Sidewalks, which are all included in Chapter 5 of the 2040 Comp Plan and identify very specific trail and park plans identified by staff and the community as we continue to grow. The Park Board should review the maps in association with the proposed Sketch Plan and identify if there are any outstanding park or trail improvements that may be necessary as part of this development.
4. The Sketch Plan does not include specifics related to sidewalk and trail improvements. City Code requires subdividers to construct "a meaningful pedestrian circulation system subject to City approval...." The 2040 Comp Plan indicates a future trail along the future alignment of Elm Creek Road. This trail is shown to extend west generally along the creek as development occurs. Additionally, the north/south trail is planned for the east side of Hwy. 284, so pedestrian crossing improvements may be necessary as part of this development.
5. The Sketch Plan, as proposed, would require the review and approval of a Planned Unit Development (PUD) District. A residential PUD District, in summary, is a housing development that is not subject to the standard zoning requirements (i.e R-1, R-2, etc. lot req.), but instead the developer works with the local government to develop criteria that will determine common areas, private areas and building guidelines. This PUD zoning allows the City and the developer to negotiate terms of the development while allowing reasonable development that achieves the goals and objectives of the City. City Code states the following objectives:
 - a. Protection of natural and historical features including steep slopes, woodlands, wildlife habitat, wetlands and water surface areas.
 - b. Improved human habitats by allowing for greater creativity, innovation and flexibility in site planning and architectural design.
 - c. Improved human habitat variety, diversity and interest through the mixing and clustering of land uses and housing types and varied lot sizes.
 - d. A higher level of amenity than is normally achieved with traditional zoning.
 - e. The provision of affordable housing.
 - f. A more efficient use of land and public facilities and services.
 - g. The conservation of energy resources through the protection of solar access, solar orientation, earth sheltering and the clustering of development.
 - h. The creation of a sense of community by developing larger parcels of land as integrated units.
6. The Planning Commission reviewed the Sketch Plan at their regular meeting on February 6th, 2025. No action was required, but the Planning Commission discussed PUD objectives, Highway 284, Elm Creek Road, Tree Preservation, stormwater, Shoreland Overlay District, and park dedication.

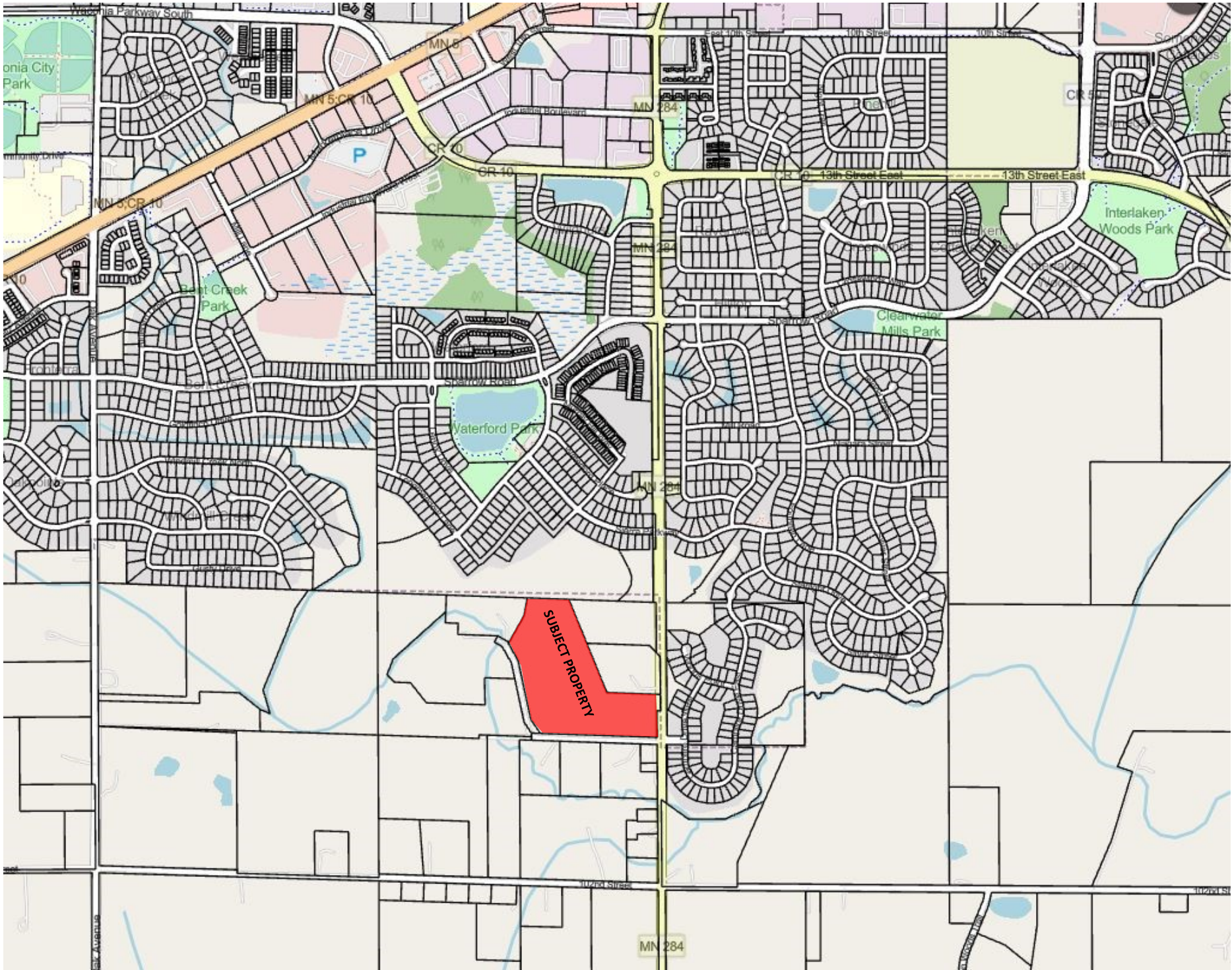
Staff requests the Parks and Recreation Board review the attached Elm Creek Ridge Sketch Plan and make a recommendation to the City Council regarding park dedication. Upon a recommendation from the Parks and Recreation Board said comments will be provided to the City Council for review.

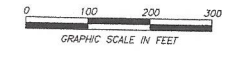
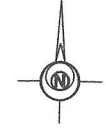
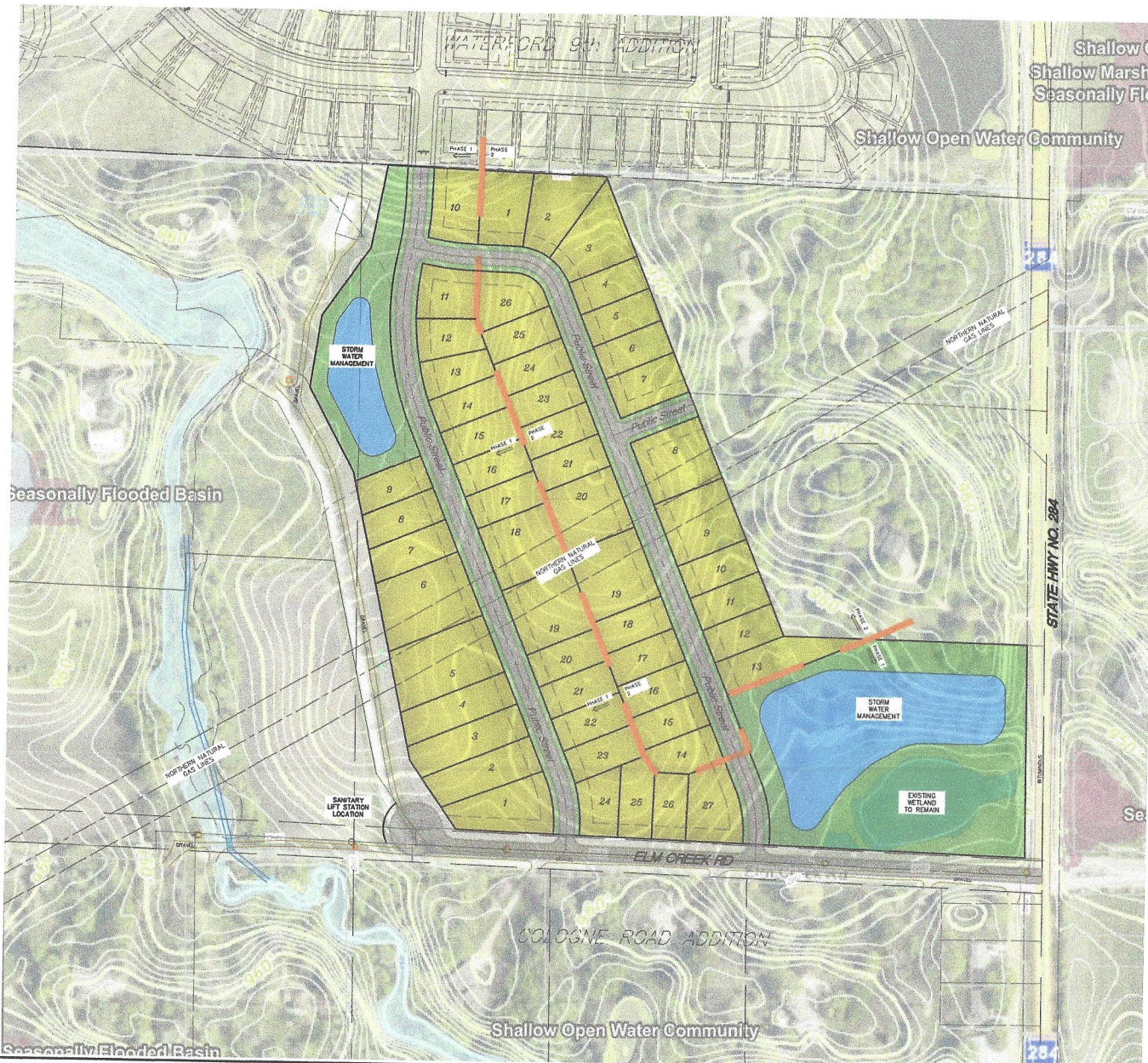
Attachments:

1. [Location Map_Elm Creek Ridge.pdf](#)
2. [Elm Creek Ridge Sketch Plan.pdf](#)
3. [Land Use Maps 2040 Comp Plan.pdf](#)
4. [Parks and Trails Maps 2040 Comp Plan.pdf](#)

5. Table 3-10 Land Use Plan Categories and Proposed Zoning Map Districts.pdf

<i>FINANCIAL IMPLICATIONS:</i>		<i>ADVISORY BOARD RECOMMENDATIONS:</i>	
Funding Sources & Uses:			
Budget Information:		Planning Commission	
_____ Budgeted		Parks and Recreation Board	
_____ Non Budgeted		Safari Island Advisory Board	
_____ Amendment Required		Other	





EXISTING P.I.D. _____
090261211

EXISTING PARCEL AREA (APPROXIMATE) _____
23.54 AC (EXCLUDES EXISTING R/W)

PROPOSED ZONING _____
R-2 SINGLE-FAMILY RESIDENTIAL DISTRICT

PROPOSED LOTS _____
65 FT MINIMUM WIDTH
PHASE 1 = 27
PHASE 2 = 26
TOTAL = 53
DENSITY = 53/23.5 = 2.25 LOTS/AC

PUBLIC STREET 50' R/W _____
APPROXIMATE LENGTH = 2,965 FT

PUBLIC STREET 66' R/W _____
APPROXIMATE LENGTH = 1,250 FT

CLIENT:
Magellan Land Development
PO Box 302
Excelsior, MN 55331
Jason Palmby
612-220-6641
jason@palmby.com

ELM CREEK RIDGE
Residential Development Project
Waconia, Minnesota
CONCEPT PLAN

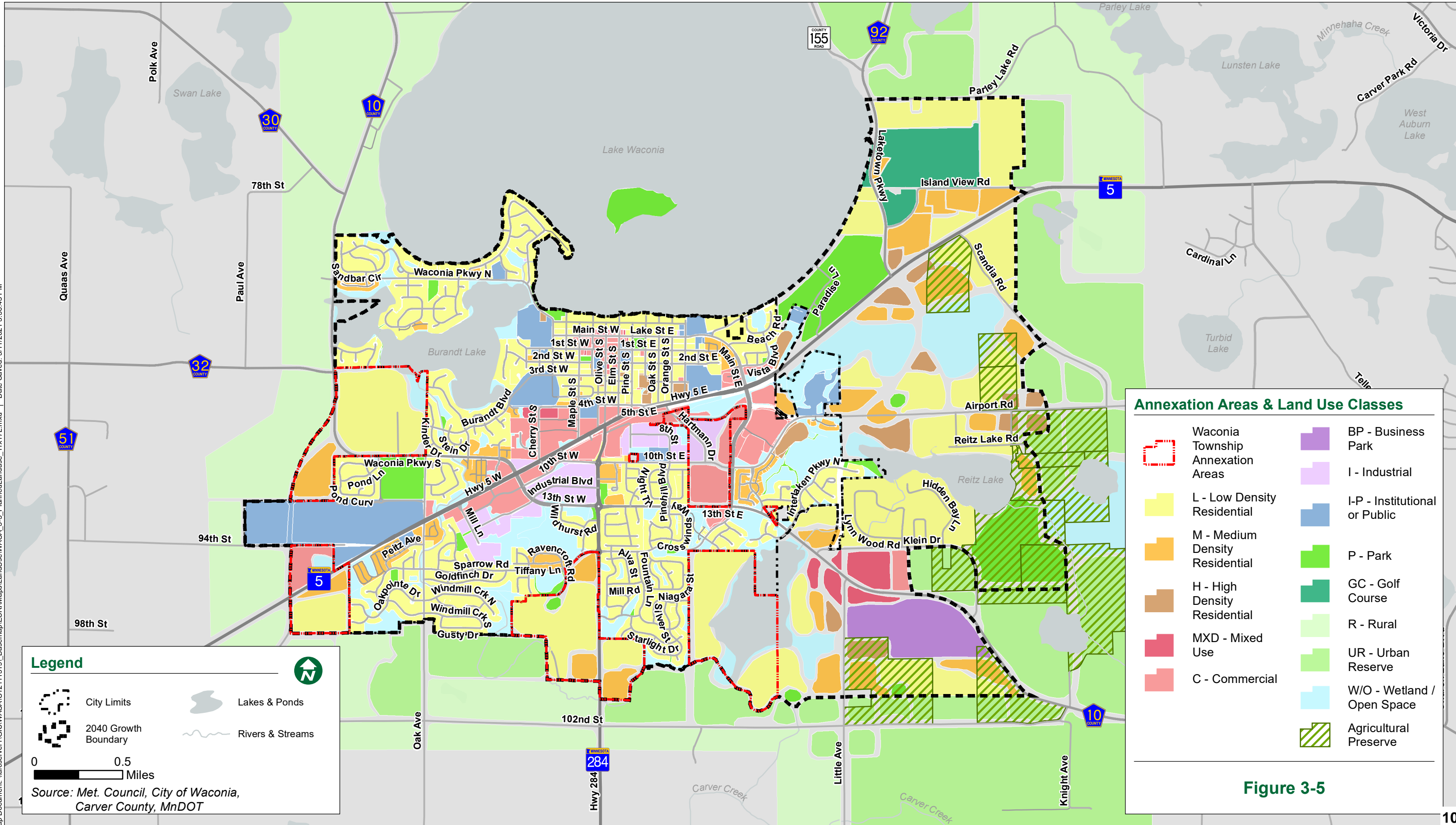
I hereby certify that the plan, specification, or report was prepared by me or under my direct supervision and that I am a duly licensed professional engineer under the laws of the State of Minnesota.
Date: _____ Reg. No. _____
PREPARED BY: **CIVIL ENGINEERING SITE DESIGN**
118 East Broadway St.
Monticello, MN 55902
Phone: 828-2929
www.ced.com

REVISIONS	DATE	BY	SD	DESIGNED BY	SD	CHECKED BY	SD

DATE: 01/23/25
DRAWN BY: SD
DESIGNED BY: SD
CHECKED BY: SD
FILE NO. 00965

NOTE:
LOT AREAS ARE APPROXIMATE ONLY.
REFER TO FINAL SURVEY FOR FINAL LOT AREAS.

1/1
Concept Plan



Annexation Areas & Land Use Classes

	Waconia Township Annexation Areas		BP - Business Park
	L - Low Density Residential		I - Industrial
	M - Medium Density Residential		I-P - Institutional or Public
	H - High Density Residential		P - Park
	MXD - Mixed Use		GC - Golf Course
	C - Commercial		R - Rural
			UR - Urban Reserve
			W/O - Wetland / Open Space
			Agricultural Preserve

Legend

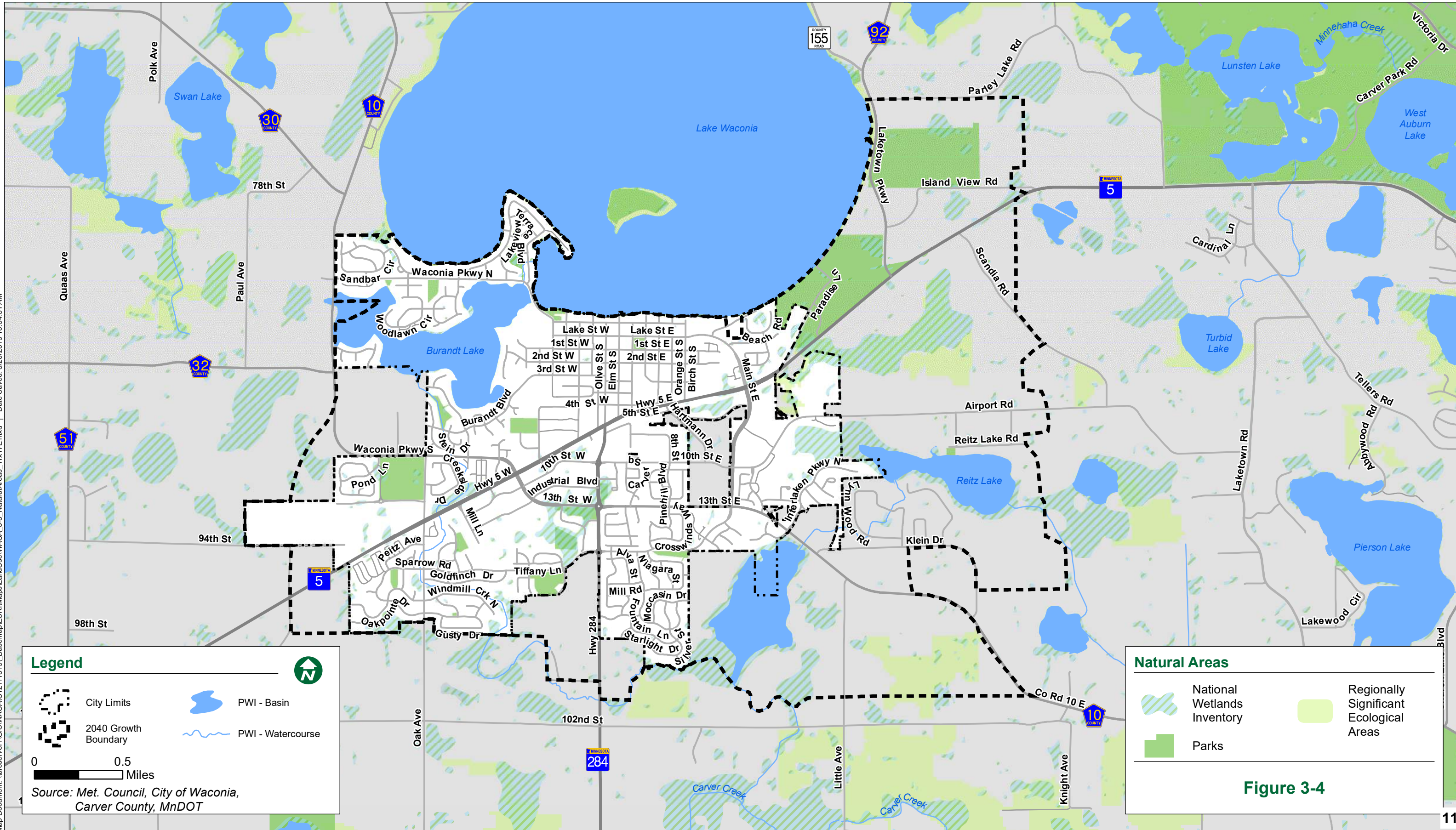
	City Limits		Lakes & Ponds
	2040 Growth Boundary		Rivers & Streams

0 0.5 Miles

Source: Met. Council, City of Waconia, Carver County, MnDOT

Figure 3-5

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Legend

- City Limits
- 2040 Growth Boundary
- PWI - Basin
- PWI - Watercourse
-

0 0.5 Miles

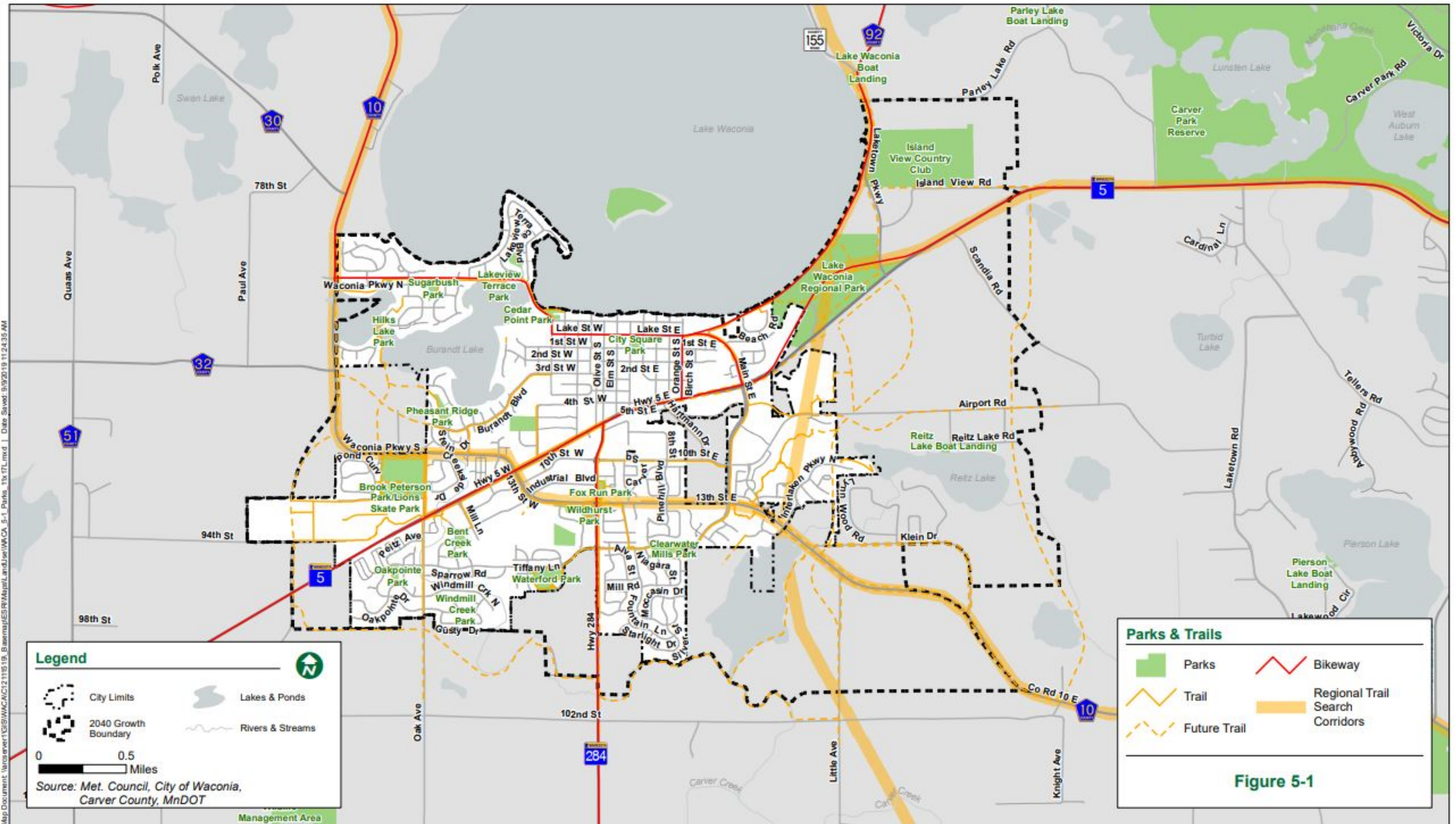
Source: Met. Council, City of Waconia, Carver County, MnDOT

Natural Areas

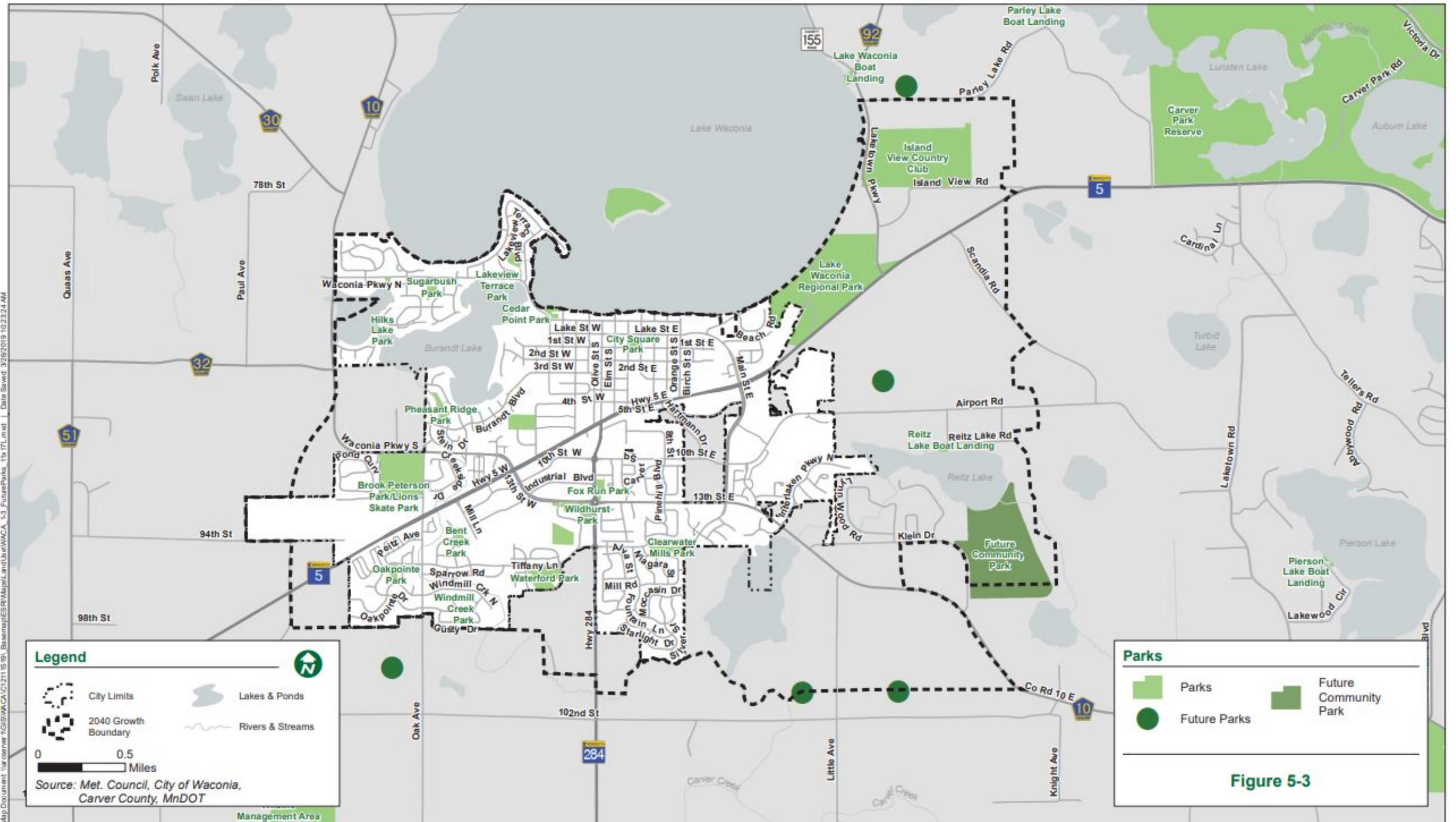
- National Wetlands Inventory
- Parks
- Regionally Significant Ecological Areas

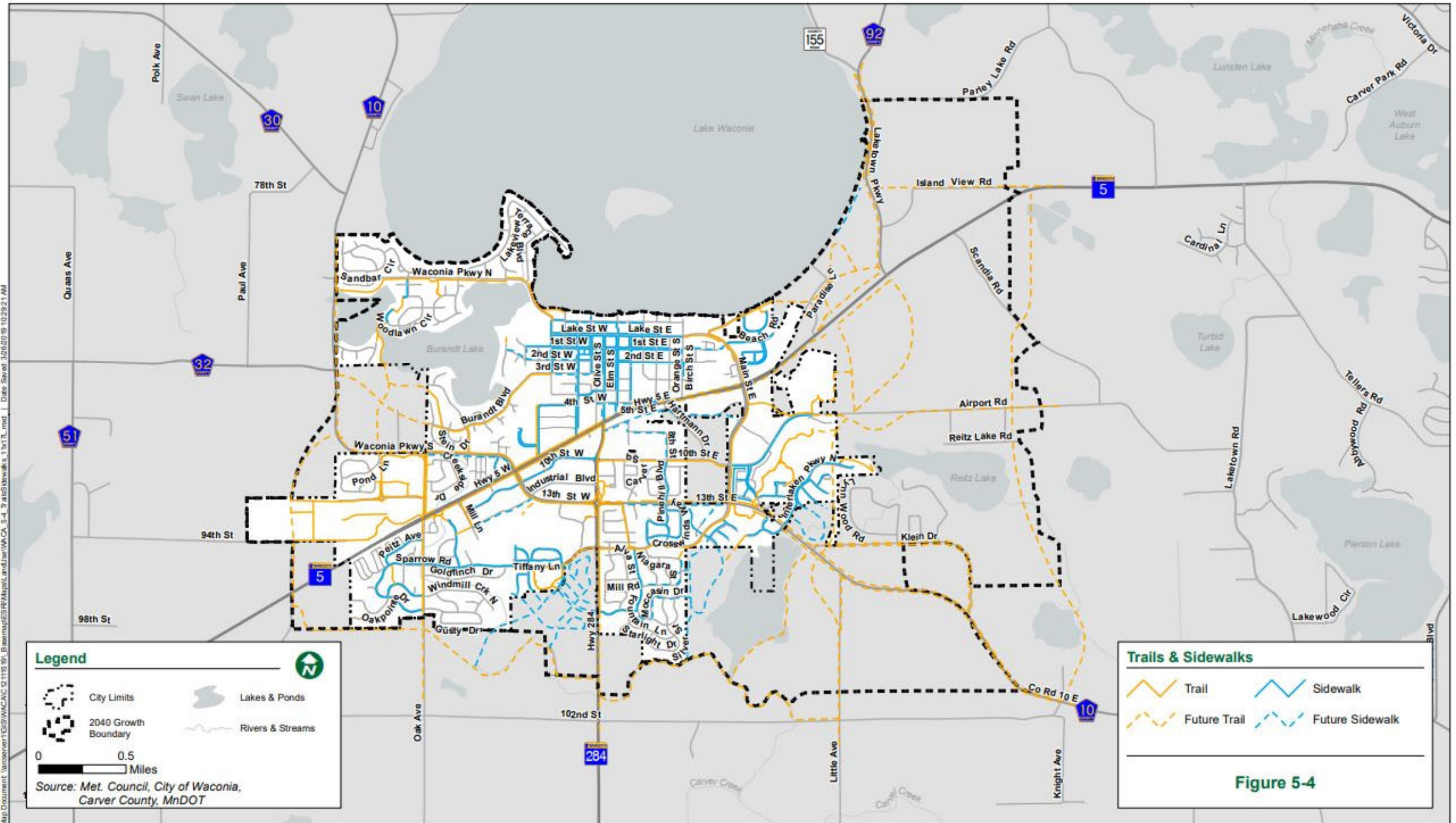
Figure 3-4

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**Table 3-10
Land Use Plan Categories and Proposed Zoning Map Districts**

Category	Land Uses	Zoning Districts
Low-Density Residential	Single-family, detached housing on parcels with a minimum size of 10,500 square feet. The density range should be from 2 to 4 units per acre.	R-1, Single-Family District R-2, Single Family District
Medium-Density Residential	Single-family and two-family dwellings, townhouses and other forms of housing having an individual outdoor entrance for each housing unit. The density range should be from 4 to 10 units per acre. *	R-2, Single Family District R-3, Medium Density District R-4, Mixed Residential District
High Density Residential	All forms of attached housing ranging from 8 to 22 units per acre.	R-5, High Density Residential District
Rural	Includes farming and very low density housing (not exceeding one house per 40 acres). Locations shown as Rural are not planned to be annexed to the City of Waconia.	A, Agricultural District
Urban Reserve	Rural area within the Waconia Orderly Annexation Area. Includes farming and very low density housing (not exceeding one house per 40 acres). Land in the Urban Reserve is not planned to be annexed until after year 2040, if ever.	A, Agricultural District
Mixed Use	Commercial retail or service businesses, offices and high-density housing. Commercial and residential development may be combined vertically in the same building. Parking may be in structures to maximize land development intensity. Park spaces should be small and may occur in the form of plazas.	PUD, Planned Unit District R-5, High Density Residential District
Commercial	Businesses providing retail trade or services for individuals or businesses. Also includes office buildings.	B-1, Highway Business B-4, Health Care Business
Business Park	This category includes office buildings, office-showroom, light industrial buildings and manufacturing-related warehousing in landscaped "campus" settings with hidden truck docks and no outdoor storage. This category is intended to be a more attractive alternative to conventional light industrial areas.	I-1, Industrial Park District
Industrial	This category includes manufacturing or warehousing that may involve heavy truck traffic and the handling of raw materials.	I-1, Industrial Park District I-2, General Industrial District
Institutional or Public	Public or private schools; municipal properties; County fair ground; religious organization properties.	P, Public District
Park – Existing	Existing public parks.	P, Public District Any Residential district
Park – Planned	Locations of future parks shown on Figure 3-5, Land Use, Plan Map, are only conceptual.	P, Public District Any Residential district
Wetland / Open Space	Includes wetlands and floodplains.	C, Conservation District Any other zoning district
Golf Course	Public or private golf course.	R-1, Single Family District

* 25% of the Medium Density Residential will be developed at a minimum density of 8 units per acre.