

**MAHTOMEDI PLANNING COMMISSION  
MEETING MINUTES  
MARCH 15, 2023**

Vice Chairperson Soler convened the regular Planning Commission meeting at 6:30 p.m. with the following members in attendance: Greg Maples, Chantell Knauss, Lacey Smieja and Peter Frank. Also in attendance were City Planner Hannah Rybak, City Engineer John Sachi and Office Assistant Luann Tembreull.

Absent with prior notice: Alex Rogosheske and Tony Chesak.

**APPROVAL OF THE AGENDA**

Commissioner Knauss moved, and Commissioner Frank seconded the motion to approve the agenda as presented. The motion was unanimously approved.

**APPROVAL OF THE JANUARY 11, 2023 REGULAR PLANNING COMMISSION MEETING MINUTES**

Commissioner Maples moved, and Commissioner Frank seconded the motion to approve the minutes of the January 11, 2023 regular Planning Commission meeting as written. The motion was unanimously approved.

**4. PUBLIC HEARING**

**4a. CONSIDER APPROVAL – Request from Steve Zawadski, on behalf of property owner Owasso Beach, LLC for a Major Subdivision to subdivide the parcel into five (5) single-family lots located at 313 Old Wildwood Road and described as PID 31.030.21.12.0003.**

Planner Rybak introduced the item and provided a power point presentation. She said the applicant is requesting a major subdivision in order to subdivide the parcel at 313 Old Wildwood Road into five (5) single-family lots.

The property is zoned R1-B Single-Family Residential and is in the Shoreland Overlay District.

It was noted that with the additional four (4) homes (existing one already torn down) being constructed, Parkland Dedication for this Major Subdivision will be in the amount of \$12,000.

In regards to tree preservation, the site is considered “heavily wooded”, so a replanting of one tree for every three significant trees lost is required.

As far as engineering considerations, see pages 17 – 23 of the planning packet.

All requirements are being met to approve granting this Major Subdivision.

**4a. (Continued)**

Based on the proposed plans, staff recommends approval of the major subdivision request subject to the following conditions:

1. The Applicant shall pay cash in lieu of parkland dedication in the amount of twelve thousand dollars (\$12,000). The cash shall be due as stated in the Development Agreement.
2. The Applicant shall enter into a Development Agreement that is satisfactory to the City Attorney. This agreement, among other things, shall indicate the ownership and maintenance responsibilities for the infiltration pond (City) and the adjacent retaining walls (property owners).
3. Driveway locations and slopes will be finalized and approved with building permit plans. Driveways are required to meet City Ordinance requirements for width and safe distance from the intersection of nearby public roadways.
4. All site grading must be done in accordance with the approved grading plan dated 3-8-2023 from Plowe Engineering. Any alteration due to changed driveway locations or other deviations must be submitted and approved at the time of building permit application.
5. All stormwater management EOF's will be the responsibility of the property owners and shall be located within drainage and utility easements as required by the Engineer at the final review.
6. The Applicant is required to provide a copy of the signed RCWD permit to the City prior to issuance of building permit.
7. The developer will be required to pay all necessary City and MCES access fees and contact the City prior to connecting to the utility mains. The roadway must be restored as approved by the City following connection. Costs to be paid for by the developer.
8. The developer shall submit final construction plans related to City utilities, storm water management, grading, sediment and erosion control acceptable to the City Engineer as part of the final plat submittal and prior to any construction work on the site. These plans shall not significantly deviate from the 3-8-23 plans submitted by Plowe Engineer.
9. A Tree Preservation and Replacement Plan, showing conformance with all tree-related requirements of the Mahtomedi Zoning Ordinance, for each individual lot shall be reviewed and approved by the City Forester prior to any work, including grading, commencing on the corresponding lot.

Upon a question from Commissioner Frank, Engineer Sachi stated that the City will be responsible for maintenance of infiltration and the homeowners of lots 4 and 5 will be responsible for the retaining walls that remain on their properties.

Upon a question by Commissioner Smieja, Engineer Sachi noted that the developer has to follow requirements to meet net zero rate control.

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**4a. (Continued)**

Upon a question by Vice Chair Soler, Engineer Sachi stated that the retaining walls are in the easement.

Applicant, Steve Zawadski, thanked staff and the commission. He stated that they were originally going to mass grade all five (5) lots, but in doing that, a lot more trees would have been taken down.

Vice Chair Soler noted that there were no signatures from adjoining properties on the application.

There being no questions of the commission for the applicant, planner or engineer, Vice Chair Soler opened the public hearing at 7:06 p.m.

Mr. Brett Peterson of 140 Old Wildwood Road stated that he has concerns regarding the size of replacement trees and the cost for the proposed homes.

Ms. Jan Delue of 310 Old Wildwood Road stated that she has concerns for the wildlife; removal of large trees and their replacements; extra driveways on Old Wildwood Road; construction workers parking on the road; drivers driving the wrong way on the one-way road; and suggests that the mailboxes be clumped together.

Vice Chair Soler noted that the city received two (2) more comment e-mails from neighbors since the planning packet was distributed. These e-mails were from Mr. Ian Harding and Mr. Tom Collins. (See attachments A & B).

Hearing no further comments, Chair Rogosheske closed the public hearing at 7:14 p.m.

Upon a question by Commissioner Smieja, Planner Rybak stated that it is a gamble by the developer to advertise lots for sale before the City even approves the site plan, etc.

Commissioner Frank would like the development agreement to include the stipulation that there is to be "No Parking" on Old Wildwood Road or on the trail.

Upon a question by Vice Chair Soler, Applicant Zawadski noted that the price range for these proposed houses will be in the range of one million to one million five hundred thousand.

Upon motion by Commissioner Frank, seconded by Commissioner Maples, all members voting in favor, the Commission recommends the City Council approve a resolution approving a major subdivision to create five single-family lots from the current one lot at the property located at 313.

**Hannah Rybak**

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**From:** Ian Harding <iriharding@gmail.com>  
**Sent:** Thursday, March 9, 2023 12:46 PM  
**To:** Hannah Rybak  
**Cc:** sneilson  
**Subject:** 313 Wildwood Road planning application

**EXTERNAL EMAIL**

Hello Hannah

I am unable to attend the planning commission meeting in person for this application. Please provide the input below to the planning commission (and city council) and ensure that it gets in the formal meeting process and minutes

**Construction parking and obstruction of bike/pedestrian path; Safety of Mahtomedi residents on foot and bike**

Old Wildwood road is as you know a one way street with a busy pedestrian and bike path on one side. This pedestrian / bike path is the designated route (by the county and the city) for pedestrians and bicyclists going E-W along the "hwy 12" route (to avoid the causeway (45 mph traffic no sidewalk, limited shoulder) . It is also a busy local walking / biking route for people going to and from school, the Lake Links trail, Lincolntown trail, Katherine Abbott etc. It is used by all ages.

In order to ensure the safety of all (and make sure pedestrians are not forced into traffic or subjected to hazards from parked and moving vehicles on the pedestrian/bike path)

The permit should stipulate the following:

- 1) developer to establish suitable parking and staging areas within the property during all phases of construction.
- 2) developer to ensure that no vehicles are parked on Old Wildwood road; overflow parking is available within 5 minutes walk at Wildwood Park.
- 3) in the event of trenching and other hazards close to the walkway developer to erect safety fencing to prevent persons falling into/being exposed to such hazards
- 4) in the event of temporary blocking of the bike / pedestrian walkway (for example to get large equipment into the site) developer to provide flagman(s) to direct traffic and pedestrians/bicyclists safely through the area.

Closure of the walkway / bike path is not an option since the detours would be at least an extra 3/4 mile (each way) for persons going on the E-W route. The safety of Mahtomedi residents should not be compromised by the actions of the developer. The developer should provide a written plan of action to address these safety concerns. Attention to details and running a safe operation (safe for all ) is a requirement for all construction activity in Mahtomedi. Enforcement by the city building inspector and the Washington County sheriff (parking and traffic issues) should be expected.

Thank you for communicating this to the planning commission and to the city council if this application goes forward.

Ian Harding

**Hannah Rybak**

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**From:** Thomas Collins <Teccollins@msn.com>  
**Sent:** Friday, March 10, 2023 2:08 PM  
**To:** Hannah Rybak  
**Subject:** 313 Old Wildwood Developmnt

**EXTERNAL EMAIL**

Overall the proposal seems very good. It is consistent with the city code and balances the environmental and development concerns. The developer has done a good job of addressing the city's concerns.

I have a few comments after reviewing the documents.

The landscaping plan is not very detailed. It does an excellent job of protecting significant trees. However there is a big difference between leaving some areas natural including the small trees and underbrush and clearing the land under trees and sodding.

What percentage of the lots will be left natural? Sod is less bio-diverse, and requires water, fertilizer and herbicides. Sod does not do well if the tree cover is still fairly dense.

Looking at the elevations for the outlet of the infiltration plan, the pipe outlet is at 968 feet and Lost Lake, 200 ft away is at 926 ft. This is a slope of about 20% over grass. Is the grass slope going to erode when there is a large storm? There is additional water coming off of Wildwood Road in the ditch as well.

The infiltration basin above the water table is clearly the best practice for the development. However maintaining the pollution absorption over many years needs to be addressed in the maintenance agreement. It may require adding aluminum hydroxide to replace metal ions that bind to phosphorous and/or harvesting grass and plant material from the surface to remove excess nutrients. Also you may want to ask for a percolation test when the grading is completed to verify the infiltration rate. 24 inches in 48 hours is pretty slow so there must be some clay veins in the soil. Also if the percolation test is too fast, pollution can enter the ground water. The developer oversized the basin which is a big plus.

Tom Collins  
117 Edgumbe Dr, Mahtomedi

Sent from [Mail](#) for Windows

**CITY OF MAHTOMEDI  
WASHINGTON COUNTY, MINNESOTA  
RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION APPROVING A REQUEST FOR A MAJOR SUBDIVISION  
(INCLUDING PRELIMINARY AND FINAL PLAT APPROVAL OF OLD  
WILDWOOD OAKS) TO CREATE FIVE SINGLE-FAMILY LOTS FROM THE  
CURRENT ONE LOT AT THE PROPERTY LOCATED AT 313 OLD  
WILDWOOD RD., PID: 31.030.21.12.0003**

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**WHEREAS**, the City of Mahtomedi received a request from Applicant and Property Owner, Owasso Beach, LLC, for a major subdivision (including preliminary and final plat approval of Old Wildwood Oaks) to split the existing 4.7-acre property into five parcels on the property located at 313 Old Wildwood R. Rd. (PID: 31.030.21.12.0003) on February 15, 2023, legally described as follows:

All of the Northwest One Quarter (NW1/4) of the Northeast One Quarter (NE1/4) of Section Thirty-one (31), Township Thirty North (30N), Range Twenty-one West (21 W) lying north of existing Highway known as the St. Paul-Mahtomedi Road, consisting of two and ninety-three one hundredths (2.93) acres more or less according to the government survey thereof, Washington County, Minnesota.

Except that part taken for trunk highway purposes as shown in the Final Certificate filed December 20, 1965 as Document No. 249431 in Book 285 of Deeds, page 220.

**WHEREAS**, the Applicant has requested a major subdivision (including preliminary and final plat approval of Old Wildwood Oaks) to allow for the creation of five lots, for the future construction of single family homes; and

**WHEREAS**, the Planning Commission reviewed and considered the request based on the related documents shown in the Application at their regular meeting on March 15, 2023; and

**WHEREAS**, the City Council reviewed and considered the reports, documents, testimony, and other materials presented; and

**WHEREAS**, the City Council can approve a major subdivision if it finds that the standards for major subdivisions as described in Chapter 11, Section 11.02, Subdivision 7.0, A: Preliminary Plat and B: Final Plat, of the Mahtomedi City Code have been met; and

**NOW THEREFORE BE IT RESOLVED** that the City Council of the City of Mahtomedi approves the Applicants' major subdivision (including preliminary and final plat approval of Old Wildwood Oaks) request based on the following findings:

1. The application is complete and the information contained within the application is correct and sufficient to allow adequate review and final action;

2. The preliminary plat is consistent with all applicable provisions of this Ordinance and state law;
3. The preliminary plat is consistent with the City's Comprehensive Plan and all other adopted plans and standards;
4. The tract of land subject to the application is adequately served by public improvements and infrastructure; and
5. The final plat, Old Wildwood Oaks, is consistent with the preliminary plat.

**NOW THEREFORE BE IT FURTHER RESOLVED**, that the City Council's approval of the requested major subdivision (including preliminary and final plat approval of Old Wildwood Oaks) is contingent on the following:

1. The Applicant shall pay cash in lieu of parkland dedication in the amount of twelve thousand dollars (\$12,000). The cash shall be due as stated in the Development Agreement.
2. The Applicant shall enter into a Development Agreement that is satisfactory to the City Attorney. This agreement, among other things, shall indicate the ownership and maintenance responsibilities for the infiltration pond (City) and the adjacent retaining walls (property owners).
3. Driveway locations and slopes will be finalized and approved with building permit plans. Driveways are required to meet City Ordinance requirements for width and safe distance from the intersection of nearby public roadways.
4. All site grading must be done in accordance with the approved grading plan dated 3-8-2023 from Plowe Engineering. Any alteration due to changed driveway locations or other deviations must be submitted and approved at the time of building permit application.
5. All stormwater management EOFs will be the responsibility of the property owners and shall be located within drainage and utility easements as required by the Engineer at final review.
6. The Applicant is required to provide a copy of the signed RCWD permit to the City prior to issuance of building permit.
7. The developer will be required to pay all necessary City and MCES access fees and contact the City prior to connecting to the utility mains. The roadway must be restored as approved by the City following connection.
8. The developer shall submit final construction plans related to City utilities, storm water management, grading, sediment and erosion control acceptable to the City Engineer as part of the final plat submittal and prior any construction work on the site. These plans shall not significantly deviate from the 3-8-23 plans submitted by Plowe Engineering.
9. A Tree Preservation and Replacement Plan, showing conformance with all tree-related requirements of the Mahtomedi Zoning Ordinance, for each individual lot shall be reviewed and approved by the City Forester prior to any work, including grading, commencing on the corresponding lot.

Adopted by the City Council of the City of Mahtomedi on \_\_\_\_\_, 2023.

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Richard Brainerd, Mayor

Attested:

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Jerene Rogers, City Clerk



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**4a. (Continued)**

Old Wildwood Road with the addition to the development agreement to include parking restrictions on Old Wildwood Road.

**5. STAFF REPORT – None Scheduled**

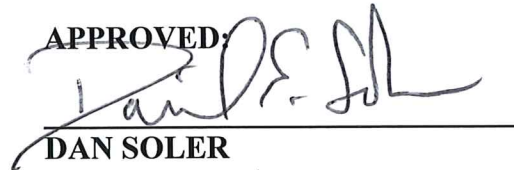
**6. UPDATE – CITY COUNCIL AND OTHER COMMISSION ACTIVITIES AND INFORMATIVE ITEMS**

**7. ADJOURNMENT**

There being no further discussion, Commissioner Smieja moved, and Commissioner Knauss seconded the motion to adjourn the regular Planning Commission meeting at 7:33 p.m. The motion was unanimously approved.

Respectfully submitted by Luann Tembreull, Office Assistant.

**APPROVED:**



**DAN SOLER  
VICE CHAIRPERSON**

**ATTESTED:**

  
**LUANN TEMBREULL  
OFFICE ASSISTANT**