

Official minutes
Parks & recreation advisory commission

Members present: Bruce Cantor, Jay Jaffee, Sonya Rippe and David Yakes

Members absent: None.

Staff present: Jason West, Parks and Recreation Director, Laura Chamberlain, Senior Planner, Katelyn Champoux, Associate Planner and Carrie Mandler, Recording Secretary

1. Call to order

Commissioner Rippe, chair, called the meeting to order at 5:33 p.m.

2. Introductions

3. Roll call

4. Approval of minutes – March 20, 2024

It was moved by Commissioner Jaffee, seconded by Commissioner Cantor, to approve the meeting minutes of March 20, 2024, as presented. The motion passed 4 – 0.

5. Presentation

a. Final plat for Park Plaza 2nd Addition at 5775 Wayzata Blvd.

Katelyn Champoux, Associate Planner, described the final plat for Park Plaza 2nd Addition at 5775 Wayzata Boulevard. Commissioners viewed a slide of the site located in the northwest corner of the West End area. She advised that the developer, GW Properties, has received approval for the preliminary plat, a special permit and a conditional use permit. In response to a question from Commissioner Yakes regarding the two parcels, Ms. Champoux advised that the plat is a larger property that is subdivided into two parcels, creating another new smaller parcel.

Ms. Champoux advised that the proposal includes two one-story buildings with four tenant spaces and a drive through window. She added that there are no changes to the existing office building and no new parks are planned for the area in the comprehensive plan.

Commissioners viewed a slide with a sketch of the four future tenants: Shake Shack, Sweet Green, Snooze A.M. Eatery and Chipotle. Ms. Chamberlain advised that the red framed areas in the picture are locations selected for public art. She advised that Sean Walther, Planning Manager, will be handling the public art selection and added that, most likely, the Friends of the Arts organization will be involved.

**Parks & recreation advisory commission meeting
May 30, 2024**

Ms. Chamberlain advised that city staff recommend fees-in-lieu of land for park dedication and added that the recommended park dedication fee is \$44,946.08. In response to a question from Commissioner Yakes, Ms. Chamberlain advised that the developer is responsible for paying the fees. Ms. Chamberlain advised that the next step is city council consideration on June 3.

Commissioner Yakes expressed concern for pedestrian traffic. Ms. Chamberlain advised there is a sidewalk along 16th Street and a patio between the buildings at the entrance. She added that the city does not allow crosswalks at driveway entrances. Commissioner Jaffee advised that he prefers to see safe, pedestrian accessible access to the area and added that many people from the surrounding area may want to walk to the restaurants. Ms. Chamberlain advised that the city has designated an additional right-of-way at Zarthan Avenue. She added that there is a plan to replace the Zarthan Avenue and 16th Street intersection stoplight with a roundabout. Commissioner Jaffee advised that people might walk across 16th Street from Costco. In response to a question from Commissioner Jaffee, Ms. Chamberlain clarified that the drive through is not for placing orders, rather it is a pickup window for Chipotle orders.

In response to a question from Commissioner Yakes, Ms. Chamberlain advised that the nearby pond is privately owned and serves as a storm water retention area. Ms. Chamberlain added that there is a path around the pond that people use for exercise. Mr. West advised that all the hard surface areas drain to the pond.

In response to a question from Commissioner Cantor, Ms. Chamberlain advised that the developers have a shared parking agreement with the current owners of the office building,

Commissioner Yakes motioned to accept cash-in-lieu of land which is \$44,946.08 park dedication fees. Commissioner Cantor seconded. The motion passed 4 – 0.

6. Business

a. Change August Meeting Date (*Jason West*)

Mr. West requested that the Commissioners consider rescheduling the August 21 meeting date. Commissioners agreed to change the date to August 7, in the Westwood Hills Nature Center Maple Conference Room. Mr. West will confirm the location with staff.

7. Staff communication

Mr. West advised that the Aquatic Park opens Monday, June 3.

8. Member communication

Commissioner Cantor confirmed that the date for the Children First Ice Cream social was changed to August 11.

**Parks & recreation advisory commission meeting
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In response to a question from Commissioner Jaffee about the fall parks and recreation staff appreciation event, Commissioners agreed that there will be enough time to plan the event even though the next meeting is not until August.

9. Adjournment

It was moved by Commissioner Yakes, seconded by Commissioner Cantor, to adjourn the meeting at 6 p.m. The motion passed 4– 0.

Respectfully Submitted,

Carrie Mandler

Recording Secretary