



SCOTT COUNTY
PLANNING ADVISORY COMMISSION
MEETING MINUTES

Scott County Government Center
County Board Room 226
200 Fourth Ave West
Shakopee, Minnesota

Monday, November 10, 2025
County Board Room at 6:30 PM

I. ROLL CALL AND INTRODUCTIONS

Chair Vonhof opened the meeting 6:40 PM with the following members present: Ammar Husain, Kent Robbins, Ray Huber, Tom Vonhof, Donna Hentges and Lee Watson. Jay Picha absent with notice.

County Staff Present: Brad Davis – Planning Manager, Marty Schmitz – Zoning Administrator, Greg Wagner, Principal Planner, Nathan Hall - Associate Planner; Rachel Nosbush – Deputy Clerk, Tom Wolf – County Board Commissioner

II. APPROVAL OF OCTOBER 13, 2025 PLANNING ADVISORY COMMISSION MINUTES

Chair Vonhof called for a motion to approve the minutes. Motion by Commissioner Robbins; second by Commissioner Huber to approve the minutes of October 13, 2025, Planning Advisory meeting. The motion carried unanimously. Commissioner Husain and Commissioner Watson abstaining.

III. CONSENT AGENDA

Chair Vonhof presented the Consent Agenda and asked Commissioners and members of the audience if anyone wished to remove an item from the Consent Agenda and be heard as a Public Hearing item.

No motions were made.

Motion by Commissioner Robbins to close the consent hearing; second by Commissioner Hentges. The motion carried unanimously.

Motion by Commissioner Huber; second by Commissioner Robbins; to approve the Consent Agenda.

3.1 PUBLIC HEARING 6:31 PM: PRELIMINARY PLAT OF ZAK ADDITION (PL#2025-072)

- A. Request for Preliminary Plat of Zak Addition consisting of 2 lots and 2 outlots on 40 acres.
- B. Request for Final Plat of Zak Addition consisting of 2 lots and 2 outlots on 40 acres

Location:	Section 7
Township:	New Market
Current Zoning:	RR-1, Rural Residential Reserve

Chair Vonhof called for a roll call vote on the motion to approve the request as follows:

Commissioner Husain: Aye
Commissioner Picha: Absent
Commissioner Robbins: Aye
Commissioner Huber: Aye
Commissioner Vonhof: Aye

Commissioner Hentges: Aye

Commissioner Watson: Aye

The motion passed unanimously with 6 Ayes, 1 Abstentions.

Criteria for Approval:

1. *Adequate Drainage* – the proposed plat meets all storm water drainage requirements as identified in Chapter 6 of the zoning ordinance.
2. *Adequate Potable Water Supply* – the proposed plat, utilizing individual wells, meets the requirements of the zoning and subdivision ordinances.
3. *Adequate Roads or Highways to Serve the Subdivision* – The proposed lots have frontage and access off of 233rd Street East, a gravel New Market Township Road.
4. *Adequate Waste Disposal Systems* – the proposed lots meet all requirements of the individual sewage treatment system ordinance.
5. *Consistency with the Comprehensive Plan* – the proposed plat conforms to the goals and policies contained in the 2040 Comprehensive Plan for the development in the Rural Residential Area.
6. *Public Service Capacity* – the proposed development does not adversely impact the public service capacity of local service providers.
7. *Consistency with the Minnesota Environmental Quality Board's Policies*- the proposed subdivision does not meet the minimum thresholds for an Environmental Review.
8. *Consistency with Capital Improvement Plans* – the proposed plat is not requiring any county funded road improvements; therefore, it is consistent with the County's capital improvement plan.

IV. PUBLIC HEARING

4.1 PUBLIC HEARING 6:32 PM: INTERIM USE PERMIT OF KRAICHELY (PL#2025-074)

- A. Request for Interim Use Permit for David & Shannon Kraichely to construct a detached Accessory Dwelling Unit (ADU) for a family member.

Location:	Section 32
Township:	Cedar Lake
Current Zoning:	RR-1, Rural Residential Reserve

Chair Vonhof made notice that the Interim Use Permit of Kraichely (PL#2025-074) has been continued from the November 13, 2025 agenda and will be continued to a future Planning Advisory Commission meeting.

4.2 PUBLIC HEARING 6:34 PM: REZONE, PRELIMINARY PLAT AND FINAL PLAT OF SUTTON WEST (PL#2024-072)

- A) Request of 79 acres from A-1, Agricultural Preservation, District to TR-C, Transition Reserve Cluster, District.
- B) Preliminary Plat of Sutton West consisting of 4 lots and 1 outlot on 79 acres.
- C) Final Plat of Sutton West consisting of 4 lots and 1 outlot on 79 acres.

Location:	Section 32
Township:	Cedar Lake
Current Zoning:	RR-1, Rural Residential Reserve

Nathan Hall presented the staff report for this Application. Planning Advisory Commission packets, staff reports, video recording and approved minutes are available for download at the Scott County Website link: [November 10, 2025 Planning Advisory Commission](#) or by visiting www.scottcountymn.gov/pacreports and selecting the current date.

Commissioner Comments and Questions

Commissioner Robbins questioned Sand Creek Townships recommendation that a condition of plat approval should include a prohibition of any future setback variance approvals for the irregular-sized lots that are being created.

Mr. Hall confirmed his understanding of the Township recommendation, in that the Township will not support any future variances for these lots because the proposed home building pad, septic sites and setbacks are already in close proximity of the boundary lines, and it could be difficult for a future lot owner to construct an accessory building that meets setbacks.

Commissioner Hentges asked if the Township wants the County Board to set a condition of plat approval that would prohibit any future setback variance approvals for the irregular-sized lots.

Chad Sandey, Sand Creek Supervisor, confirmed and further commented on the irregular property lines which any future property owners wanting to build an outbuilding would be an issue, as there are already setback concerns and wants the property owners to be fully aware of this position the Township is recommending prior to construction of any building.

Chair Vonhof opened the public hearing at 6:46 pm.

Public Comments and Questions at the Podium:

Randy Kubes, Applicant, commented on the concerns of a possible future variance, specifically as it related to Lot 4. Mr. Kubes stated that a future lot owner could build a smaller home on Lot 4, which would allow enough room to accommodate an outbuilding where no variance would be requested.

Chair Vonhof asked for a motion to close the hearing.

Motion by Commissioner Hentges to close the public hearing; second by Commissioner Robbins. The motion carried unanimously.

Commissioner Watson made comment the property owner could build a smaller home which could accommodate a smaller outbuilding, which would prevent the owner making a variance application and prevent any future hassle regarding setback variances with these properties.

Chair Vonhof commented that it is possible for a smaller home to be built on Lot 4, which could allow an accessory building to be built out of the setback areas.

Commissioner Hentges asked if the Township's recommended language adding a condition to the plat prohibiting future variances requests needs to be included in a motion.

Brad Davis, Planning Manager, stated it may not be legally permissible to add a condition to a recorded plat that essentially pre-judges a future lot owner's request for a setback variance.

Commissioner Robbins asked if they can include in a motion the Township's sentiments of setback concerns.

Mr. Davis replied yes, the Township's sentiment can be included in the motion.

Motion by Commissioner Robbins; second by Commissioner Hentges, based on the Conditions and Criteria for Approval listed in the staff report, I recommend approval of the rezoning of 79 acres from the Agricultural Preservation District to the Transition Reserve Cluster District, and the preliminary plat and final plat of Sutton West, consisting of 4 lots and 1 outlot on 79 acres, noting that this recommendation is subject to approval of the conditions listed in the staff report that must be satisfactorily addressed prior to County Board consideration of the project. And noting Sand Creek Township's recommendation and concern with any future setback variance requests, and that "buyer's-beware" that such requests may not be supported.

Chair Vonhof called for a roll call vote on the motion to approve the request as follows:

Commissioner Husain: Aye
Commissioner Picha: Absent
Commissioner Robbins: Aye
Commissioner Huber: Aye
Commissioner Vonhof: Aye
Commissioner Hentges: Aye
Commissioner Watson: Aye

The motion passed unanimously with 6 Ayes, 1 Abstentions.

Conditions to be Satisfied Prior to County Board Consideration:

1. Any condition of the Sand Creek Town Board recommendation.
2. Any condition listed in the Natural Resources Department review of the plat.
3. All requirements of the Prior Lake - Spring Lake Watershed District.
4. All requirements of the Scott County Subsurface Sewage Treatment System Ordinance.
5. Three-way development agreement is drafted for stormwater improvements.
6. Draft of Conservation Easements is provided.
7. Submission of up-to-date title insurance or opinion as required for review by the County Attorney's Office.
8. County Surveyor, Attorney and Recorder review and signing of the plat Mylars.
9. Payment of all Sand Creek Township and Scott County Final Plat fees.

Criteria for Rezoning Approval:

1. *The proposed action has been considered in relation to the specific policies and provisions of and has been found to be consistent with the official County Comprehensive Plan.*
The proposed rezoning conforms to the goals and policies contained in the 2040 Comprehensive Plan for Transition areas.
2. *The proposed use is or will be compatible with present and future land uses of the area.*
Single-family dwellings are a permitted use and consistent with the growth patterns in the area.
3. *The proposed use conforms to all performance standards contained in this Ordinance.*
The proposed residential use of the property is permitted. All performance standards will be followed.
4. *The proposed use can be accommodated with existing and planned public services and will not overburden the County or Township's service capacity.*
The additional housing units will not adversely impact public service capacity for local service providers. All lots will access a local Township Street.
5. *Traffic generation by the proposed use is within capabilities of streets serving the property.*
All access to future lots will be from South Sutton Lake Boulevard, an existing local roadway.

Criteria for Preliminary Plat Approval:

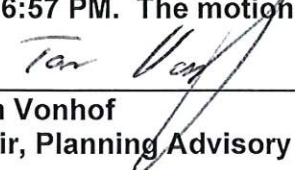
1. *Adequate Drainage* – the proposed plat meets all storm water drainage requirements as identified in Chapter 6 of the zoning ordinance.
2. *Adequate Potable Water Supply* – the proposed plat, utilizing individual wells, meets the requirements of the zoning and subdivision ordinances.
3. *Adequate Roads or Highways to Serve the Subdivision* – the proposed lots have frontage and driveway access to South Sutton Lake Boulevard, a gravel Township roadway.
4. *Adequate Waste Disposal Systems* – the proposed lots will meet all requirements of the individual sewage treatment system ordinance.
5. *Consistency with the Comprehensive Plan* – the proposed plat conforms to the goals and policies contained in the 2040 Comprehensive Plan for the development in the Transition Area.
6. *Public Service Capacity* – the proposed development does not adversely impact the public service capacity of local service providers as it is adding one additional lot.
7. *Consistency with the Minnesota Environmental Quality Board's Policies*- the proposal does not require any environmental review and is therefore consistent with the policies of the Minnesota Environmental Quality Board.
8. *Consistency with Capital Improvement Plans* – the proposed plat is not requiring any county funded road improvements; therefore it is consistent with the County's capital improvement plan.

V. PLANNING MANAGER UPDATE PRESENTED BY BRAD DAVIS

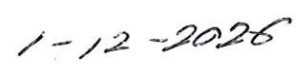
VI. WORKSHOP: SITE PLAN REVIEW

VII. GENERAL & ADJOURN

Motion by Commissioner Robbins; second by Commissioner Huber, to adjourn the meeting at 6:57 PM. The motion carried unanimously.



Tom Vonhof
Chair, Planning Advisory Commission



Date



Rachel Nosbush
Deputy Clerk to the Board



Date

