



**Corcoran Parks and Trails Commission Agenda**  
**May 15, 2025**  
**7:00 pm**

- 1. Call to Order / Roll Call**
- 2. Pledge of Allegiance**
- 3. Agenda Approval**
- 4. Minutes**
  - a. Minutes – April 17, 2025, Regular Meeting\*
- 5. Open Forum – Public Comment Opportunity**
- 6. Presentations – None**
- 7. Unfinished Business**
  - a. City Park Site Features\*
- 8. New Business**
- 9. Reports/Information**
  - a. Planning Project Update – Information Only\*
  - b. Parks, Recreation, and Trails Update\*
- 10. Subcommittee & Miscellaneous Reports**
  - a. Garden Club Report
  - b. Park Dedication Fund\*
- 11. Other Business/Announcements**
- 12. Adjournment**

**HYBRID MEETING OPTION AVAILABLE**

*The public is invited to attend the regular Parks and Trails Commission meetings at City Hall.*

**Meeting Via Telephone/Other Electronic Means**

**Call-in Instructions:**

+1 312 626 6799 US

**Enter Meeting ID: 815 9742 6469**

**Video Link and Instructions:**

<https://us02web.zoom.us/j/81597426469>

visit <http://www.zoom.us> and enter

**Meeting ID: 815 9742 6469**

*\*Please note in-person comments will be taken at the scheduled meeting where noted. Comments received via email to Recreation Supervisor Christensen Buck at [jchristensenbuck@corcoranmn.gov](mailto:jchristensenbuck@corcoranmn.gov) or via public comment cards will also be accepted. All email and public comment cards must be received by the Wednesday prior to scheduled Parks and Trails meeting.*

For more information on options to provide public comment visit:

[www.corcoranmn.gov](http://www.corcoranmn.gov)

*\*Includes Materials - Materials relating to these agenda items can be found in the Council Chambers Agenda Packet book located by the entrance. The complete Parks and Trails Commission Agenda Packet is available electronically on the City website at [www.corcoranmn.gov](http://www.corcoranmn.gov).*



**Corcoran Parks and Trails Commission Minutes**  
**April 17, 2025 - 7:00 pm**

The Corcoran Parks and Trails Commission met on April 17, 2025, at City Hall in Corcoran, MN. Present were Commissioners Anderson, Christenson, Erzberger, Nybo, Schmidt, Strehler, and Walsh.

Present at City Hall was City Administrator Tobin, Recreation Supervisor Christensen Buck and Community Development Administrative Assistant Gellman.

**1. Call to Order / Roll Call**

Chair Christenson called the meeting to order at 7:00 pm.

**2. Pledge of Allegiance**

Chair Christenson invited all in attendance to rise and join in the Pledge of Allegiance.

**3. Agenda Approval**

**Motion:** Made by Christenson, seconded by Nybo, to approve the agenda as presented for the April 17th, 2025 Parks and Trails Commission Meeting.

Voting Aye: Anderson, Christenson, Erzberger, Nybo, Schmidt, Strehler, and Walsh  
(Motion carried 7:0)

**4. Minutes**

**Motion:** Made by Anderson, seconded by Nybo, to approve the minutes as presented.

Voting Aye: Anderson, Christenson, Erzberger, Nybo, Schmidt, Strehler, and Walsh  
(Motion carried 7:0)

**5. Open Forum – Public Comment Opportunity**

**6. Presentations – None**

**7. Unfinished Business**

**8. New Business**

a. Commissioner Training

Recreation Supervisor Christensen Buck and Community Development Administrative Assistant Gellman presented the Commissioner Training.

Commissioner Anderson said that another entity involved in Corcoran matters is the Elm Creek Watershed Management Commission.

City Administrator Tobin said the City of Corcoran has a Charter Commission as well. He went on to describe the general structure and history of the Corcoran Charter Commission.

Commissioner Anderson asked if commissioners have city related questions that aren't parks and trails specific whether they should ask Recreation Supervisor Christensen Buck or ask elsewhere.

City Administrator Tobin said it depended on the scope of the question and whether it was related to parks and trails, or other city matters. If it was related to parks or trails it would be appropriate to address the matter with Recreation Supervisor Christensen Buck. If it was related to another city matter it would be appropriate to bring it to the proper staff member in charge of the matter.

Vice-Chair Erzberger asked for clarification on the Commission's decisions on the Diamond Lake Regional Trail concerning Corcoran and how they should navigate those decisions.

Recreation Supervisor Christensen Buck said that details will be included in future staff reports to help guide those decisions.

City Administrator Tobin said that the trail is an ongoing project and partnership with Three Rivers Parks District with some phases of the plan going out to 2040. He said the 2040 Comprehensive Plan map is helpful to understand the possible future of the trail.

City Administrator Tobin elaborated (in relation to the Park Dedication Fund slide) on the city's strategy on acquiring land and accepting cash in lieu of land. He answered some general questions from commissioners on that strategy.

City Administrator Tobin elaborated (in relation to the 2040 Comprehensive Plan slide) on the purview of the Met Council and their relationship to the MUSA. He answered general questions from the Commission regarding the Met Council's influence and purview.

Commissioner Anderson asked about the status of funding for Corcoran City Park.

City Administrator Tobin said that the City Council has committed to the scope of City Park. He said other neighboring cities will bond or use other strategies for funding but that it will negatively impact taxes. He said that the project will be done in phases as funding is available. He explained further about the streams of funding that are intended for the City Park project.

Vice Chair Erzberger asked about naming rights or sponsorship options.

City Administrator Tobin said solicitation as a city is dangerous but that individual citizens could find potential options.

Chair Christenson asked further about bonding, city taxes, and whether all current tax revenue was spoken for.

City Administrator Tobin said that the revenue was spoken for, and that the city portion of property taxes was small. He said that the Parks and Recreation budget was small, and that the city operates lean overall.

Commissioner Walsh asked what the financial strategy was going forward considering the 2040 Comprehensive Plan with further expansion in the city. He asked if that would be a future boon to funding.

City Administrator Tobin said there would be incremental change overtime financially. He said the budget will need to be increased but that time is not yet.

## **9. Reports/Information**

- a. Planning Project Update – Information Only
- b. Parks, Recreation, and Trails Update

Recreation Supervisor Christensen Buck presented the Parks, Recreation, and Trails Update.

## **10. Subcommittee & Miscellaneous Reports**

### **a. Garden Club Report**

Commissioner Anderson gave a brief update and answered some general questions about recruitment. He also gave a brief update regarding the Tree Giveaway event.

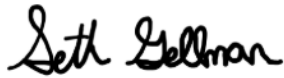
### **b. Park Dedication Fund**

## **11. Other Business/Announcements**

## **12. Adjournment**

**Motion:** Made by Anderson, seconded by Walsh, to adjourn the meeting at 8:43 pm.

Voting Aye: Anderson, Christenson, Erzberger, Nybo, Schmidt, Strehler, and Walsh  
(Motion carried 7:0)



Submitted by Seth Gellman, Community Development Administrative Assistant

## STAFF REPORT

Agenda Item: 7a.

<b>Commission Meeting</b> May 15, 2025	<b>Prepared By</b> Jessica Christensen Buck
<b>Topic</b> City Park Site Features	<b>Action Required</b> Direction

### Summary

Following the previous feedback from the Parks and Trails Commission, staff worked with the consultants to further research and product review for benches, picnic tables, and bike racks as part of the City Park Remaster. This report summarizes those findings and offers recommendations that reflect the Commission's previously stated preferences, while aligning with the aesthetics and functionality needed for the space.

#### *Benches*

Given the previous feedback from the Commission regarding preferences towards 8' long, 2-tone finished benches with armrests. Among the options reviewed, the DuMor Bench 131 and DuMor Bench 98 met the criteria established by the Commission.



Figure 2: DuMor Bench 98



Figure 1: DuMor Bench 131

#### *Picnic Tables*

For picnic tables, designs were evaluated for appearance, accessibility, and functionality. The DuMor Table 72-0 and the DuMor Table 71 are both made of recyclable plastic, with wood finish colors such as cedar. Both tables are available in 6' or 8' lengths.

*\*Picnic tables are shown on the following page\**





Figure 4: Table 71



Figure 3: Table 72

### ***Bike Racks***

The Commission had previously expressed a strong preference towards bike racks that accommodate more bicycles and blend well with park aesthetics. Based on this, the options presented are the DuMor Bike Rack 125/130 and the BCI Burke 7'4" Contemporary Bike Rack. The BCI Burke bike rack is the model that the Commission previously approved for installation at Wildflower Park.



Figure 5: BCI Burke 7'4" Contemporary Bike Rack



Figure 6: DuMor Bike Rack 125/130

Staff is requesting that the Commission review the options provided and inform staff of their preferences, specifically to the City Park Remaster Project.

### **Financial/Budget**

The options shown are reflected in the project budget, specifically to site features for the City Park Remaster.

### **Recommendation**

Review the provided options and provide a recommendation for each, specifically to the City Park Remaster.

### **Attachments**

None



## MEMO

Meeting Date: May 15, 2025  
To: Parks and Trails Commission  
From: Dwight Klingbeil  
Re: Planning Project Update

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*Projects/comments in blue italics are new.*

The following is a status summary of active planning projects:

1. **Kwik Trip CUP, Lot Line Adjustment, and Site Plan (PID 12-119-23-14-0006; 12-119-23-14- 0004) (City File 23-006)**

Kwik Trip Inc. submitted a Site Plan, Lot Line Adjustment and CUP application for the two parcels north of Mama G's in early 2023. A feasibility study was required to evaluate the infrastructure needs of the project. The feasibility study has been distributed to the applicant. Staff and the applicant team continue to work through requirements for the application to move forward. The public hearing for this item was held during the March 6, 2025, Planning Commission meeting. After some discussion, the Planning Commission recommended approval of the request as presented. The applicant requested that the application be moved from the March 27 Council meeting to the April 24, 2025, meeting. *After some discussion at the April 24, 2025 meeting, Council moved to table this item until the May 8, 2025 meeting.*

2. **Commercial and Industrial Development Standards (Citywide) (City File 23-023)**

The purpose of this [zoning](#) ordinance amendment is to address and evaluate the allowed uses and use specific standards within commercial and industrial developments. The Council adopted a work plan at the November 20, 2023, regular meeting, and requested the Planning Commission to provide their initial feedback. The Planning Commission discussed this item at the December 5, 2023, meeting and expressed their desire Commercial and Industrial Development Standards address a number of items such as: specific architectural standards, infrastructure investment incentives, encouragement toward sustainable development practices, proper transitions of intensities and height, the permitted and conditional uses of each zoning type, verbiage, and lighting standards.

City Staff prepared a survey for current landowners and lessees to express their opinions on items addressed with this update. Staff mailed the online survey invitation to property owners and tenants whose property is either currently zoned, or guided for Commercial, Industrial, or Mixed-Use. The comment period for this survey closed on January 31, 2024.

During the February 8, 2024, City Council meeting, Council directed staff to prioritize Rural Commercial (CR) and Transitional Rural Commercial (TCR) district updates for approval by the end of quarter 2. Staff presented feedback from the Planning Commission and results from the Business Community Survey to the City Council at the April 25, 2024, regular Council meeting for further direction. The City Council and Planning Commission discussed the Commercial and Industrial standards during the May 21, 2024, Joint Work Session.

A survey invitation for feedback on Rural Commercial Subdivisions was posted to the City's media pages and mailed out to properties within 500 feet of CR & TCR parcels. Council discussed the results of this survey during the June 27, 2024, meeting.

A public hearing for an ordinance amendment removing self-storage/mini-storage from the CR and I-1 districts was held at the July 2, 2024, Planning Commission meeting. After some discussion, the Planning Commission motioned to recommend approval of this ordinance amendment. Council approved the zoning ordinance amendment, removing self-storage/mini-storage from the CR & I-1 districts at the July 25, 2024, meeting.

A public hearing to clarify the use of development rights for subdivision in the UR, RR, CR, and TCR districts was held at the August 1, 2024, Planning Commission meeting. The Planning Commission motioned unanimously to recommend approval of the draft ordinance. Council approved the Zoning Ordinance Amendment at the August 22, 2024, meeting.

**3. Camp Solberg (PID 08-119-23-31-0004) (City File 24-021).**

Aaron and Melissa Solberg submitted an application for a preliminary and final plat to create two single-family residential lots on Outlot B of Weinand Woods located at PID 08-119-23-31-0004. *After some discussion at the April 24, 2025 meeting, Council moved to table this item to the June 11, 2025 meeting.*

**4. St. Thomas the Apostle Church (PID 23-119-23-44-0015) (City File 24-045).**

St. Thomas the Apostle Catholic Church submitted a Site Plan and Variance application a new campus at 20020 County Road 10. *The public hearing for this item was held during the May 1, 2025, Planning Commission meeting. After some discussion, the Planning Commission recommended approval of the request. This item is scheduled for the May 22, 2025, Council meeting.*

**5. Chastek Family Farm Preliminary Plat and Rezoning (PID 21-119-23-12-0002) (City File 25-001).**

Trek Real Estate and Development request approval of a preliminary plat and rezoning of the Chastek Farm property located at 7600 Maple Hill Road. The application consists of 104 65 ft-wide single-family lots on a 38.16 acre site. *The public hearing for this item was held during the March 6, 2025, Planning Commission meeting. After some discussion, the Planning Commission recommended approval of the request. The applicant requested this item be moved from the March 27, 2025, Council meeting to the May 22, 2025, Council meeting.*

**6. Commercial Kennel Zoning Ordinance Amendment (Citywide) (City File 25-005).**

Maureen & Jefferey Clipperton request approval of a Zoning Ordinance Amendment to



classify Commercial Kennel operations as a permitted use within the Rural Residential zoning district. The application is complete for City review and is scheduled for the April 3, 2025, Planning Commission meeting. After some discussion, the Council approved the request to allow Commercial Kennels as an interim use in the Rural Residential zoning district at the April 24, 2025, Council meeting.

**7. Continental Concept Plan (PID 12-119-23-13-0007) (City File 25-008).**

*Continental Properties have submitted a concept plan for a 325 unit multi-family community located on the western half of 19330 County Road 30. Council provided informal feedback to the applicant during the April 24, 2025, Council meeting.*

**8. New Mahavan Temple CUP (PID 15-119-23-32-0006) (City File 25-009).**

New Mahavan Temple and Eco Farm Community request approval of a conditional use permit and site plan to allow the operation of a place of worship at 8750 Trail Haven Road. *The public hearing for this item was held during the May 1, 2025, Planning Commission meeting. After some discussion, the Planning Commission voted to recommend denial of the request. This item will be reviewed by Council during the May 22, 2025, Council meeting.*

**9. Fairway Shores Final Plat (PID 25-119-23-11-0001) (City File 25-010).**

*Bergeron Homes request approval of the final plat for the first phase of Fairway Shores at Cook Lake, which consists of 24 single-family homes. This application is complete for City review and is scheduled for the May 22, 2025, Council meeting.*

**10. Kariniemi Acres 2<sup>nd</sup> Addition (PID 33-119-23-21-0002) (City File 25-011).**

Mike Kariniemi submitted an application for an application for a preliminary plat, final plat and variance to realign the shared property line between 6855 Willow Drive and 6840 Rolling Hills Road. *The public hearing for this item was held during the May 1, 2025, Planning Commission meeting. After some discussion, the Planning Commission recommended approval of the request. This item is currently scheduled for the May 22, 2025, Council meeting.*

**11. Arens Norling OS&P Preliminary Plat (PID 31-119-23-12-0007) (City File 25-012).**

*Robb and Seth Norling request approval of an Open Space & Preservation plat for their property at 6700 Pioneer Trail. The application consists of 3 single-family lots, and three outlots. One outlot is 6.9-acres in size, and will be used for a future phase of subdivision, and the other outlot is 21.42 acres, which will be preserved as open space unit municipal sewer and water are available to the site. This item is complete for City review and is scheduled for the June 5, 2025, Planning Commission meeting.*

**12. City Park Remaster (PID 23-119-23-43-0007 & 23-119-23-34-0001) (City File 25-015).**

*The City of Corcoran has initiated the planning for the City Park Remaster project, which requires approval of a Site Plan and Variance. The public hearing for this item was held during the May 1, 2025, Planning Commission meeting. After some discussion, the Planning Commission recommended approval of the request. This item is currently scheduled for the May 22, 2025, Council meeting.*

**13. Agribusiness Zoning Ordinance Amendment (Citywide) (City File 25-017).**

*John and Maragret Fernandez have requested approval of a zoning ordinance amendment to establish Agribusiness as an allowed use within the Rural Residential zoning district. This item is complete for City review, and is currently scheduled for the June 5, 2025, Planning Commission meeting.*

**14. Larkin Road Subdivision Concept Plan (PID 26-119-23-13-0006) (City File 25-018).**

*Maplewood Development LLC have submitted a concept plan for a 189-unit subdivision at 20130 Larkin Road. This item is complete for City review, and is scheduled for the June 12, 2025, Council meeting.*

**15. Kariniemi Acres 2<sup>nd</sup> Addition (PID 33-119-23-21-0002) (City File 25-011).**

Mike Kariniemi submitted an application for an application for a preliminary plat, final plat and variance to realign the shared property line between 6855 Willow Drive and 6840 Rolling Hills Road. *The public hearing for this item was held during the May 1, 2025, Planning Commission meeting. After some discussion, the Planning Commission recommended approval of the request. This item is currently scheduled for the May 22, 2025, Council meeting.*

**16. Brockton Business Park Preliminary Plat and Site Plan (PID 01-119-23-11-0001) (City File 25-019).**

*Hemple Development LLC request approval of the final plat for the Brockton Business Park light industrial development at 10585 County Road 101. The request consists of one light industrial lot along County Road 101, and one outlot, which would be developed in a future phase. This item is incomplete for City review and is not currently scheduled for any upcoming meetings.*



## MEMO

Meeting Date: May 15, 2025

To: Parks and Trails Commission

From: Jessica Christensen Buck, Parks and Recreation Manager

Re: Parks, Recreation, and Trails Update

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### **Summary**

#### Garden Club:

The Tree Giveaway handout took place on Saturday, April 26, with those that couldn't pick up the trees being informed to pick them up from Commissioner Anderson.

Preparations continue to complete the request for the Garden Club materials. Staff assembled the shed and are working to repair a tube tire on the wheelbarrow.

#### Park Planning:

Items were included for the City Park Remaster at both the 4/24 City Council meeting and the 5/1 Planning Commission meeting; More information about these meetings can be found further in the memo.

Community Development Administrative Assistant Gellman has been working to prepare a City Park Remaster page that encompasses the course of the project. This would also serve as a landing page for questions and additional information the community has.

Staff have been meeting with the Wacker/Espeseth family regarding the playground donation. Additionally, work with and on the SeeMyLegacy platform has continued for those interested in donating to the project either in honor of Bri Espeseth or as a general donation.

The Community Development team compiled and provided a reimbursement request for portions of the Diamond Lake Regional Trail as part of the cooperative agreement with Three Rivers Park District.

Park building IT needs

### Special Events:

Volunteers for Night to Unite have begun to come in through the SeeMyLegacy platform.

Staff attended Three Rivers Park District's State of the Parks event, where connections were made regarding this year's Night to Unite event and potentially future collaborative events between the City and Three Rivers.

### City Park:

Various City Park reservations have been made for the fields and the pavilion. Rentals range from organization picnics, birthday parties, cricket, youth baseball, and adult softball.

In addition, there are various individuals, families, and groups that have been visiting the park for informal activities.

### Youth Athletics:

Baseball was intended to start on Monday, April 24, but began on Tuesday, April 25 due to weather concerns. The t-ball, coach pitch, and machine pitch games and practices have all started.

Additionally, photo night took place on Monday, May 5 and Tuesday, May 6.

### **City Meeting Items:**

*More information on the items below can be found in the respective agenda packets at [www.corcoranmn.gov](http://www.corcoranmn.gov).*

#### *April 24, 2025, City Council Meeting*

##### 6h. Request for Authorization to Bid – City Park Remaster

- City Council approved the site work and building to go out for bid for the City Park Remaster project.

#### *May 1, 2025, Planning Commission Meeting*

##### 6d. "City Park Remaster" Site Plan and Variance

- Planning Commission recommended approval of the site plan with variances to allow a 0' building side setback and waiving of the buffer yard requirements.

### **Attachments**

None

05/08/2025

Date	Description	Reference #	Debits	Credits	Balance
PARK DEDICATION - CASH					
04/01/2024		BEG. BALANCE			4,369,427.94
05/16/2024	TAVERA 6TH		470,366.00		4,839,793.94
06/30/2024	INTEREST		68,291.84		4,908,085.78
07/05/2024	PARK DEDICATION		72,973.04		4,981,058.82
08/22/2024	RUSH CREEK RESERVE 4		245,937.85		5,226,996.67
09/30/2024	INTEREST		15,500.95		5,242,497.62
10/11/2024	HKGI/STANTEC INVOICES UPWARD ACRES			63,823.11	5,178,674.51
10/22/2024			29,770.00		5,208,444.51
10/24/2024	HKGI/STANTEC INVOICES HOPE MEADOWS			63,524.51	5,144,920.00
11/07/2024			205,616.00		5,350,536.00
11/25/2024	HKGI INVOICE			27,321.04	5,323,214.96
12/12/2024	STANTEC INVOICE			52,266.50	5,270,948.46
12/31/2024	INTEREST		24,630.72		5,295,579.18
01/01/2025	2025 Fiscal Year Begin OLD FARM RIDGE				5,273,415.41
01/03/2025			5,954.00		5,279,369.41
02/06/2025	HKGI/OERTEL INVOICES			20,685.15	5,258,684.26
02/13/2025	HKGI/STANTEC INVOICES OERTEL INVOICE			64,849.97	5,193,834.29
02/27/2025				13,861.54	5,179,972.75
	OERTEL/STANTEC INVOICES				
03/13/2025				34,450.00	5,145,522.75
	CITY PARK DONATION				
03/17/2025			1,000.00		5,146,522.75
03/27/2025	GARDEN CLUB - MENARDS			81.17	5,146,441.58
03/31/2025	INTEREST		21,082.73		5,167,524.31
	OERTEL/STANTEC INVOICES				
04/10/2025				62,825.70	5,104,698.61
04/10/2025	ELM CREEK WATERSHED TAVERA 7TH			7,030.00	5,097,668.61
04/10/2025			471,677.53		5,569,346.14
04/14/2025	WOODLAND HILLS		357,240.00		5,926,586.14
04/17/2025	HKGI INVOICE OERTEL INVOICE			17,252.34	5,909,333.80
04/24/2025				36,867.00	5,872,466.80
04/24/2025	GARDEN CLUB - MENARDS			458.98	5,872,007.82
MEMORIAL GARDEN					
04/01/2024		BEG. BALANCE			10,801.05
12/31/2024	INTEREST		101.09		10,902.14
01/01/2025	2025 Fiscal Year Begin				10,902.14
03/31/2025	INTEREST		0.27		10,902.41

**NOTES:**

Adjustments to the accounts take place to balance the charges.

Memorial Garden charges come out of the main cash account, but are later reflected in the Memorial Garden account.