

**CITY COUNCIL WORK SESSION AGENDA
CITY OF LINO LAKES**

**Monday, February 7, 2022
Community Room
5:30 P.M.**

1. (5:30 pm) The Rookery Activity Center (visit facility)
2. EDAC Advisory Board Interview 10 minutes (Council Workroom)
3. NorthPointe 8th Addition and NorthPointe Garden Estates, Katie Larsen
4. Robinson Property PUD Concept Plan, Katie Larsen
5. Fire Division Donation, John Swenson
6. Irrigation Controllers, Mike Grochala, Andy Nelson
7. Capital Asset Policy, Hannah Lynch
8. Blue Heron Days Discussion, Rick DeGardner
9. Coss Family Foundation, John Swenson
10. Shield 616 Donation, John Swenson
11. Public Safety Department Q4 Update, John Swenson
12. Goal Setting, Sarah Cotton
13. Rookery Update, Rick DeGardner
14. Council Updates on Boards/Commissions, City Council
15. Adjourn

WORK SESSION STAFF REPORT
Work Session Item No. 3

Date: February 7, 2022
To: City Council
From: Katie Larsen
Re: NorthPointe 8th Addition and NorthPointe Garden Estates

Background

At the Work Session, staff will present the attached February 14, 2022 Council staff report.

The applicant, Lino Lakes 72, LLC, is final platting a 4.5 acre parcel for the purpose of constructing a 72 unit, 55+ age restricted independent senior housing building called NorthPointe Garden Estates. It is important to note this is not an assisted-living or senior care facility. This is an age-restricted multi-family building for seniors. The name of the final plat is NorthPointe 8th Addition.

Requested Council Direction

None, discussion only.

Attachments

1. Sheet C3, Site Plan
2. Sheet L1, Landscape Plan
3. Architectural Plans
4. February 14, 2022 Council Staff Report

SIGNING AND STRIPING NOTES

1. ALL SIGNS SHALL BE PLACED 18" MINIMUM BEHIND CURB UNLESS OTHERWISE NOTED.
2. SIGNAGE SHALL INCLUDE SIGN, POST, HARDWARE, CONCRETE FOOTING AND STEEL CASING (IF REQUIRED).
3. PARKING LOT STRIPING SHALL BE 4" SOLID WHITE PAINT.
4. ALL HANDICAP STRIPING, MARKINGS AND CROSS-HATCH SHALL BE 4" SOLID BLUE PAINT.
5. ALL SIGNS SHALL MEET THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MMUTCD) FOR RETRO REFLECTIVITY AND INSTALLATION.

SIGN SCHEDULE (PER MMUTCD)

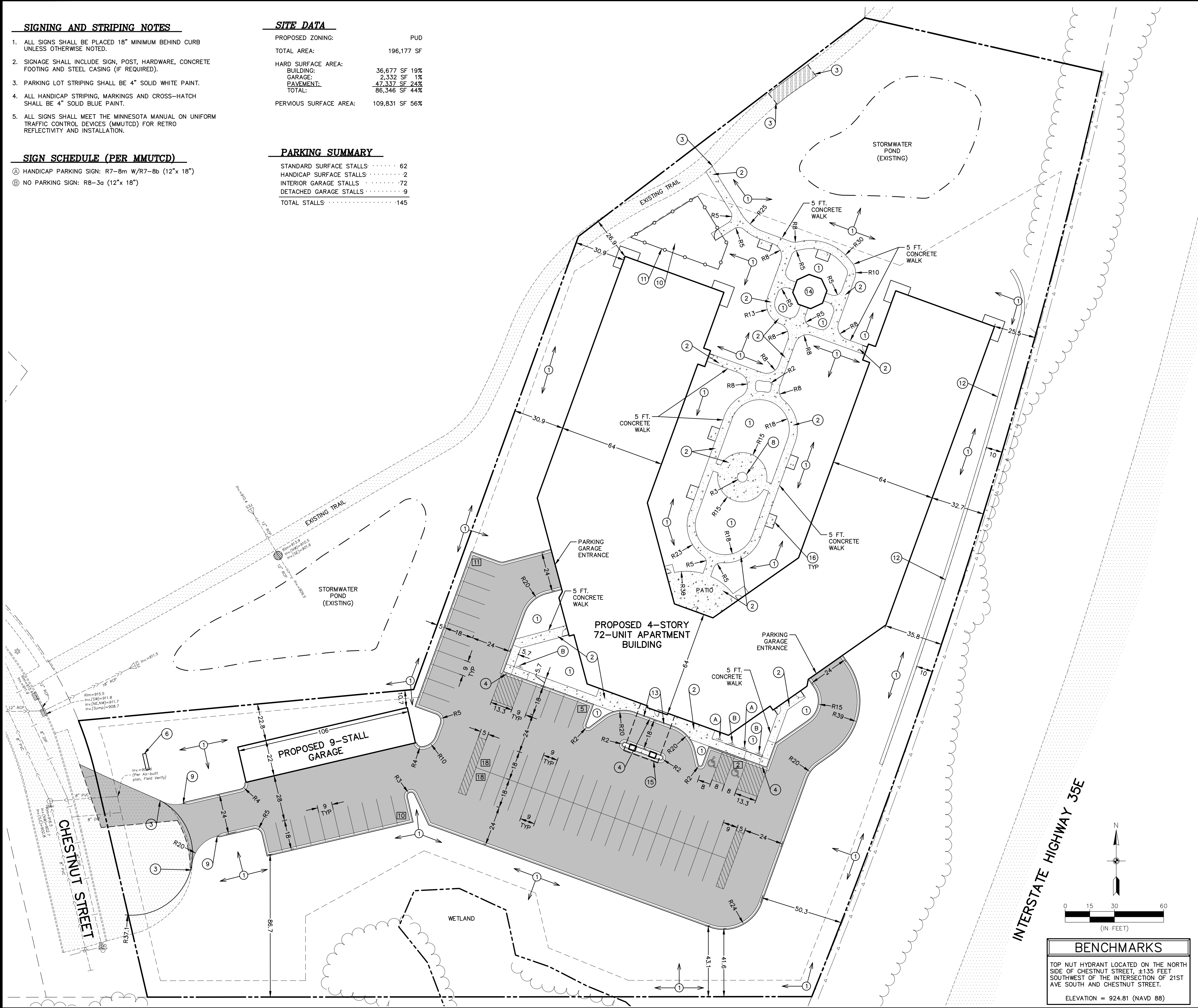
- Ⓐ HANDICAP PARKING SIGN: R7-8m W/R7-8b (12'x 18')
- Ⓑ NO PARKING SIGN: R8-3a (12'x 18')

SITE DATA

PROPOSED ZONING:	PUD
TOTAL AREA:	196,177 SF
HARD SURFACE AREA:	
BUILDING:	36,677 SF 19%
GARAGE:	2,332 SF 1%
PAVEMENT:	47,337 SF 24%
TOTAL:	86,346 SF 44%
PERVIOUS SURFACE AREA:	109,831 SF 56%

PARKING SUMMARY

STANDARD SURFACE STALLS	62
HANDICAP SURFACE STALLS	2
INTERIOR GARAGE STALLS	72
DETACHED GARAGE STALLS	9
TOTAL STALLS	145



LEGEND

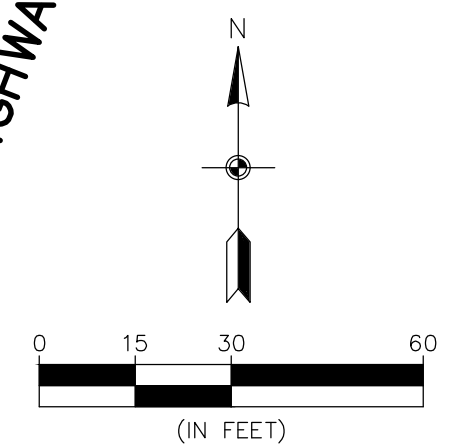
	EXISTING	PROPOSED
PROPERTY LINE	---	---
EASEMENT LINE	---	---
BITUMINOUS PAVEMENT	---	---
CONCRETE WALK	---	---
CURB LINE	---	---
SANITARY SEWER	---	---
STORM SEWER	---	---
WATER MAIN	---	---
FENCE	---	---
FLOODPLAIN	---	---
WETLAND	---	---
GATE VALVE	---	---
HYDRANT	---	---
MANHOLE	---	---
LIGHT POLE	---	---
SIGN	---	---

SITE PLAN NOTES

1. ALL DIMENSIONS ARE TO FACE OF CURB UNLESS OTHERWISE NOTED.
2. ALL CURB AND GUTTER SHALL BE B612 UNLESS OTHERWISE NOTED.
3. TYPICAL PARKING STALLS ARE 9' X 18', UNLESS OTHERWISE NOTED.
4. TYPICAL DRIVE LANES ARE 25', UNLESS OTHERWISE NOTED.
5. ALL PEDESTRIAN RAMPS SHALL MEET CURRENT ADA STANDARDS. TRUNCATED DUMPS ARE NOT REQUIRED.
6. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO FIELD VERIFY THE LOCATIONS AND ELEVATIONS OF EXISTING UTILITIES PRIOR TO THE START OF SITE WORK. THE CONTRACTOR SHALL NOTIFY THE ENGINEER IMMEDIATELY OF DISCREPANCIES AND/OR VARIATIONS FROM THE PLAN.
7. SAWCUT ALL JOINTS WHERE CURB AND GUTTER IS TO BE REMOVED.
8. UNLESS OTHERWISE SHOWN ON THIS DRAWING, CONTRACTOR SHALL PROVIDE CONTROL JOINTS, CONSTRUCTION JOINTS AND EXPANSION JOINTS IN SLAB ON GRADE, SIDEWALKS AND DRIVES PER THE FOLLOWING REQUIREMENTS:
 CONTROL JOINT MAX. SPACING: WALKS-8' O.C.
 ALL OTHERS-10' O.C.
 SAW CUT CONTROL JOINTS MINIMUM 1/2 CONCRETE THICKNESS.
 EXPANSION JOINTS MAX. SPACING: WALKS-24' O.C.
 *ALL OTHERS-40' O.C.
 *AT ALL POINTS WHERE A CHANGE IN PAVEMENT THICKNESS OCCURS AND/OR WHERE NEW PAVEMENT WILL MATCH EXISTING PAVEMENT, AN EXPANSION JOINT SHALL BE PROVIDED.
 DOWEL ALL EXPANSION JOINTS: 24" O.C. MAX.

SITE PLAN KEYNOTES

1. LANDSCAPE AREA. SEE LANDSCAPE PLAN.
2. 4" CONCRETE WALK.
3. MATCH EXISTING CURB & GUTTER/SIDEWALK/PAVEMENT.
4. PEDESTRIAN CURB RAMP.
5. LIGHT POLE & BASE (TBD).
6. MONUMENT SIGN (PER ARCHITECTURAL PLAN). PROVIDE ELECTRIC TO SIGN.
7. ELECTRIC TRANSFORMER (TBD).
8. FIRE PIT.
9. 3' TAPER OUT CURB.
10. DOG PARK.
11. 3.5 FT. VINYL COATED CHAIN-LINK FENCE. PROVIDE SINGLE GATE AT CONCRETE SLAB.
12. MODULAR BLOCK RETAINING WALL.
13. FLUSH CURB.
14. SCREENED GAZEBO.
15. DRIVE UNDER CANOPY.
16. 5'X8' 4" CONCRETE PAD FOR BENCH.



BENCHMARKS
 TOP NUT HYDRANT LOCATED ON THE NORTH SIDE OF CHESTNUT STREET, ±135 FEET SOUTHWEST OF THE INTERSECTION OF 21ST AVE SOUTH AND CHESTNUT STREET.
 ELEVATION = 924.81 (NAVD 88)



CARLSON MCCAIN
 ENGINEERING SURVEYING ENVIRONMENTAL
 3880 PHEASANT RIDGE DRIVE NE, SUITE 100, BLAINE, MN 55449
 TEL. 763.488.7900 \ FAX 763.488.7958 \ CARLSONMCCAIN.COM

SITE PLAN
NORTHPOINTE GARDEN ESTATES
 Lino Lakes, Minnesota

LINO LAKES 72, LLC
 175 7th Avenue S
 Waite Park, MN 56387

REVISIONS

1.	

DRAWN BY: JTR
 DESIGNED BY: JTR
 ISSUE DATE: 12/10/21

I hereby certify that this 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

Name: Joseph T. Radach, P.E.
 Signature: *Joe T. R.*
 Date: 12/10/21 License #: 45889

C3 of 9

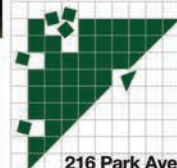


IH Properties

Stoebe, Illies, Nothnagel & Co.

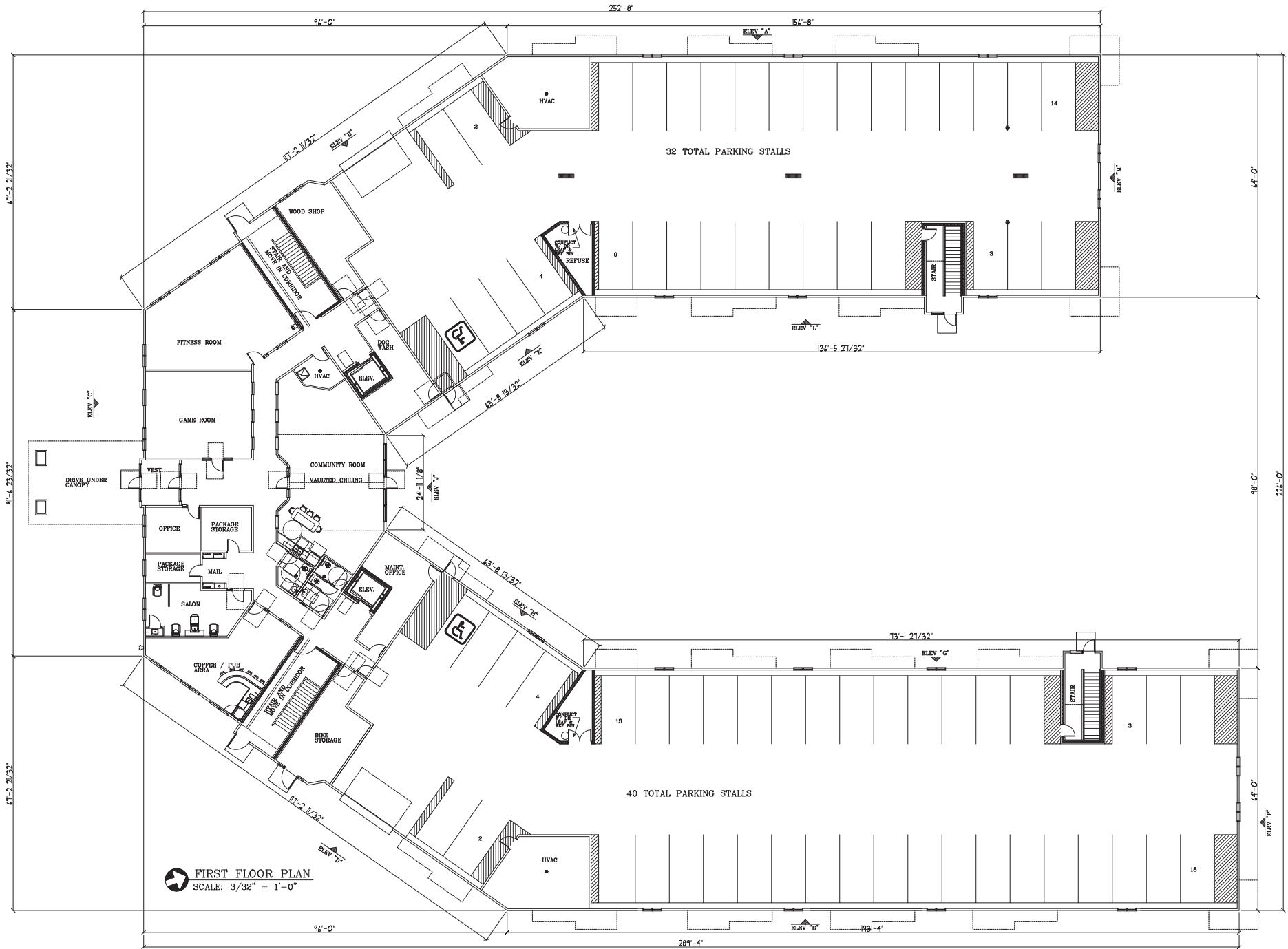
NORTHPOINTE

GARDEN ESTATES
LINO LAKES - MINNESOTA



**COLE GROUP
ARCHITECTS**

216 Park Avenue S., Suite 102 • St. Cloud, MN 56301
Phone: (320) 654-6570 Fax: (320) 230-6570



FIRST FLOOR PLAN
SCALE: 3/32" = 1'-0"

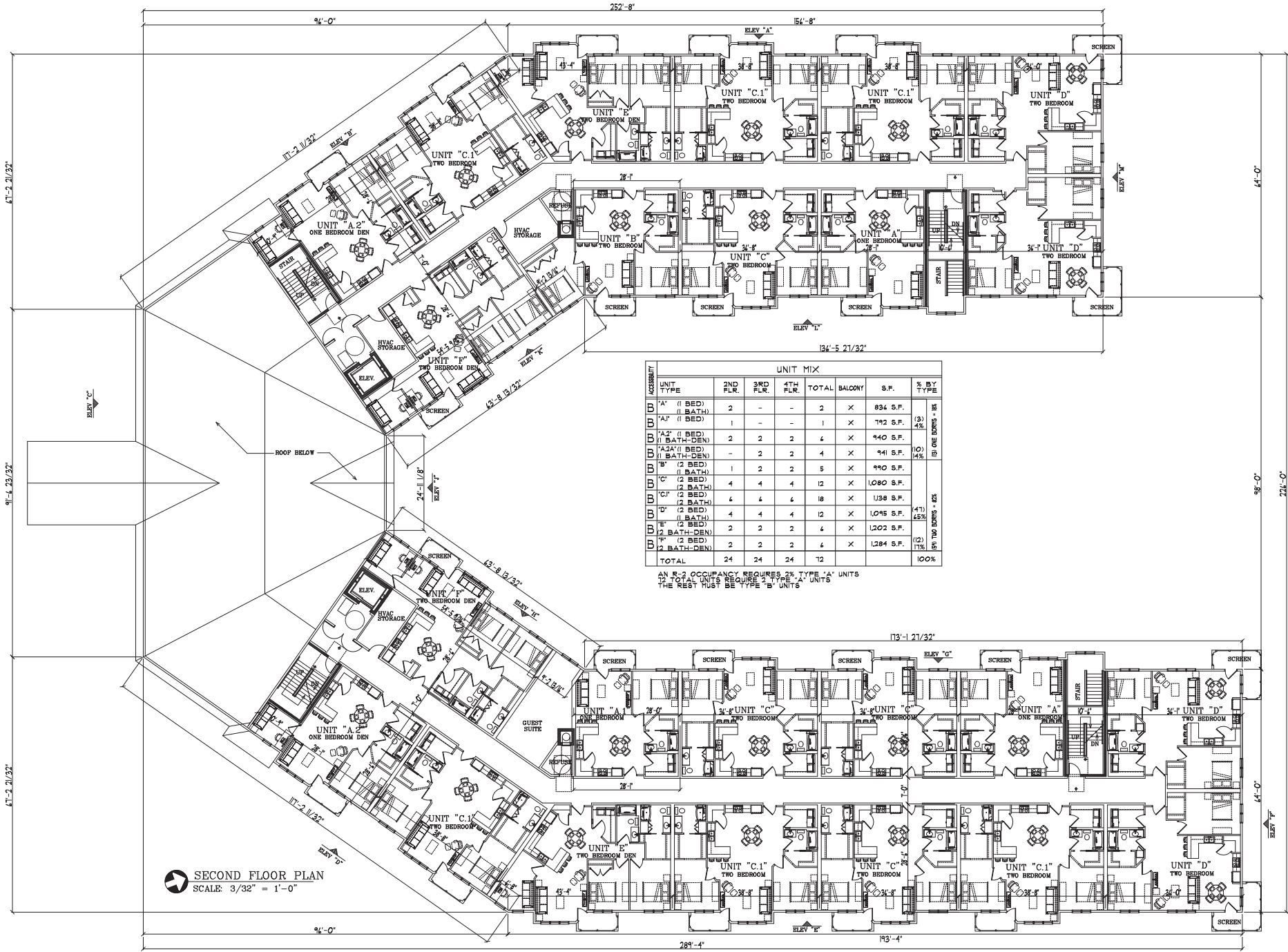
PROJECT: 19-00-271 FILE: DWG04 CON: 4
 SHEET: 1 OF 1
 PROJECT NO: 19-00-271
 DATE: 10/20/2019
 DRAWN BY: J. S. JENSEN
 CHECKED BY: J. S. JENSEN
 APPROVED BY: J. S. JENSEN
 SUBMITTAL:

PROFUSIO SANDOR ARCHITECTS
NORTHPOINTE GARDEN ESTATES
 1100 W. WISCONSIN STREET
 WASHINGTON, MN 55390
 WWW.PROFUSIOARCHITECTS.COM
 612.338.8888

INTEGRITY PROPERTIES
 1100 W. WISCONSIN STREET
 WASHINGTON, MN 55390
 WWW.INTEGRITYPROPERTIES.COM
 612.338.8888

COLE GROUP
 ARCHITECTURE PLLC
 1100 W. WISCONSIN STREET
 WASHINGTON, MN 55390
 WWW.COLEGROUP.COM
 612.338.8888

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UNIT MIX								
ACCESSORY	UNIT TYPE	2ND FLR.	3RD FLR.	4TH FLR.	TOTAL	BALCONY	S.F.	% BY TYPE
U	A* (1 BED)	2	-	-	2	X	834 S.F.	(3)
U	A* (1 BATH)	-	-	-	-	X	792 S.F.	(4)
U	A* (1 BED)	1	-	-	1	X	940 S.F.	(10)
U	A* (1 BATH-DEN)	2	2	2	4	X	941 S.F.	(14)
U	A2A* (1 BED)	-	2	2	4	X	941 S.F.	(10)
U	A2A* (1 BATH-DEN)	-	2	2	4	X	1,080 S.F.	(14)
U	B* (2 BED)	1	2	2	5	X	990 S.F.	(4)
U	B* (2 BATH)	4	4	4	12	X	1,080 S.F.	(4)
U	C (2 BED)	4	4	4	12	X	1,080 S.F.	(4)
U	C (2 BATH)	4	4	4	12	X	1,080 S.F.	(4)
U	C (2 BED)	4	4	4	12	X	1,095 S.F.	(4)
U	C (2 BATH-DEN)	2	2	2	4	X	1,202 S.F.	(12)
U	C (2 BED)	2	2	2	4	X	1,284 S.F.	(12)
U	C (2 BATH-DEN)	2	2	2	4	X	1,284 S.F.	(12)
	TOTAL	24	24	24	72			100%

AN R-2 OCCUPANCY REQUIRES 2% TYPE "A" UNITS
 12 TOTAL UNITS REQUIRE 2 TYPE "A" UNITS
 THE REST MUST BE TYPE "B" UNITS

SECOND FLOOR PLAN
 SCALE: 3/32" = 1'-0"

COLE GROUP
 ARCHITECTS LLC
 211 Ave. Avenue North
 Suite 200
 Minneapolis, MN 55401
 (612) 338-1875
 www.colegroup.com

ANY
 INTERIORS
 1165 Hennepin Avenue, Suite 200
 Minneapolis, MN 55402
 (612) 338-1875
 www.anyinteriors.com

PHOENIX SENIOR APARTMENT
NORTHPOINTE
GARDEN ESTATES
 LINO LAKES, MN

ROTTED: 12-22-21
 FILE: 2108P CON. 4
 PROJECT: NA
 FILE: NA
 DATE: NA
 CHECKED BY: NA
 DRAWINGS: NA

A102

OVERALL MATERIAL %		
SIDING	25,374 S.F.	48%
GLASS	9,695 S.F.	18.25%
MASONRY	17,768 S.F.	33.75%
TOTAL	52,837 S.F.	100%



COLE GROUP ARCHITECTS LLC
 200 Park Avenue South
 Suite 200
 Lino Lakes, MN 55122
 Phone: 763.433.2500
 Fax: 763.433.2501
 Email: info@colearch.com

IN PROPERTIES
 11400 Hennepin Avenue
 Minneapolis, MN 55424
 Phone: 612.338.2500
 Fax: 612.338.2501
 Email: info@inproperties.com

PROPOSED SENIOR APARTMENT
NORTHPOINTE
GARDEN ESTATES
 LINO LAKES, MN

Project No: 21044
 Issue Date:
 Document Set: CITY SUBMITTAL

A501

**CITY COUNCIL
AGENDA ITEM 6A**

STAFF ORIGINATOR: Katie Larsen, City Planner

MEETING DATE: February 14, 2022

TOPIC: NorthPointe 8th Addition and NorthPointe Garden Estates

- i. Consider Resolution No. 22-16 Approving PUD Final Plan/Final Plat
- ii. Consider Resolution No. 22-17 Approving Development Agreement (*To Follow*)

VOTE REQUIRED: 3/5

REVIEW DEADLINE:

Complete Application Date:	December 16, 2021
60-Day Review Deadline:	February 14, 2022
60-Day Extension Deadline:	April 15, 2022
Environmental Board Meeting:	January 4, 2022
Park Board Meeting:	N/A
Planning & Zoning Board Meeting:	January 12, 2022
City Council Work Session:	February 7, 2022
City Council Meeting:	February 14, 2022

BACKGROUND

The applicant, Lino Lakes 72, LLC, is final platting a 4.5 acre parcel for the purpose of constructing a 72 unit, 55+ age restricted independent senior housing building called NorthPointe Garden Estates. It is important to note this is not an assisted-living or senior care facility. This is an age-restricted multi-family building for seniors. The name of the final plat is NorthPointe 8th Addition.

The Land Use Application is for the following:

- PUD Final Plan/Final Plat
 - Outlot A, NorthPointe 5th Addition to Lot 1, Block 1, NorthPointe 8th Addition
- Site & Building Plan Review
 - Independent senior housing building

This staff report is based on the following information:

- INH Project Description
- ALTA Survey prepared by Carlson McCain dated November 12, 2021
- Final Plat for NorthPointe 8th Addition prepared by Carlson McCain received December 13, 2021
- Civil Plan Set, Landscape Plan and Tree Preservation Plan prepared by Carlson McCain dated December 10, 2021
- Lighting Plan prepared by Luma Sales Associates dated December 9, 2021
- Architectural Plan Set prepared by Cole Group Architecture dated December 23, 2021
- Stormwater Management Plan prepared by Carlson McCain dated December 10, 2021
- Wetland Delineation Report prepared by Kjolhaug Environmental Services Company, Inc. dated September 8, 2021
- Traffic Analysis Memorandum prepared by S² Traffic Solutions dated December 13, 2021
- Traffic Noise Assessment prepared by David Braslau Associates, Inc. dated January 5, 2022

ANALYSIS

History

The subject site is legally described as Outlot A, NorthPointe 5th Addition and is part of the NorthPointe residential housing development. Per the 2014 Council Resolution No. 14-21 approving the entire NorthPointe PUD Development Stage Plan/Preliminary Plat, this outlot is required to be developed as an age restricted (55+) multiple family dwelling consistent with the regulations of the R-4, High Density Residential District with underground parking for 50% of the required stalls and at a density of 20 to 25 dwelling units per acre. Future development of this outlot shall require a PUD Final Plan/Final Plat, Development Contract and Site Plan Review. The Developer shall record against the outlot a declaration or other document stating these requirements.

Proposed Project

Per the Applicant's Project Description, the improvements will consist of a 3 story 72 unit building, constructed over a one story at-grade parking garage (with 1:1 stalls per unit), totaling a 4 story building. The project will be constructed out of wood framing with the use of varying pitched roofs to give architectural appeal to the area. The use of varying styles of stone/brick help the building meet the 33% material requirements, while giving an aesthetic feel to the façade. Varying siding and decorative elements make up the rest of the building design. Multiple amenity spaces are incorporated within the building enhancing the overall experience for the residents of this project. Featured amenities will include: On-site Management Office, Community Room, Fitness Center, Mail and Package Lockers, Woodshop, Game Room and Salon. A variety of floor plans will include One Bedroom, One Bedroom + Den, Two Bedroom and Two Bedroom + Den options for residents to select.

A tentative 15 month construction schedule is May/June 2022 start and August 2023 completion and occupancy.

Existing Site Conditions

Per the December 10, 2021 Stormwater Management Plan, the 4.5 acre site is bounded on the north by wetland, on the east by Interstate 35E, on the south by agricultural property, and on the west by Chestnut Street. The site was previously partially graded as part of the overall mass grading for the NorthPointe master plan of development. As part of the master plan of development, two wet sedimentation basins were constructed on or adjacent to the site to provide rate control and water quality treatment for the proposed site.

The NorthPointe residential development consists of 216 single family detached homes.

Zoning and Land Use

In 2014, the City Council adopted Ordinance No. 02-14 rezoning the entire NorthPointe development including this outlot from R, Rural to PUD, Planned Unit Development.

Current Zoning	PUD, Planned Unit Development
Current Land Use	Vacant Residential
Future Land Use per CP	Medium Density Residential
Utility Staging Area	1A=2018-2025

Density

Density calculations are based on the entire NorthPointe residential development. The following chart implements Met Council’s formula for calculating net density.

Gross Area (acres)	94.09
Wetlands	(9.21)
Public Parks & Open Space	(5.28)
Arterial ROW	(0.26)
Other (Floodplain)	(3.14)
Other (Wetland Buffer-Conservation Easement Area)	(5.72)
Net Area (acres)	70.48
# of Units	299
Gross Density (units/acre)	3.18
Net Density (units/acre)	4.24

The 299 housing units consists of the 215 existing NorthPointe single family homes, 1 existing house at 2162 Cedar Street, 11 future single homes and the proposed 72 unit independent senior building.

The NorthPointe residential development was approved in 2014 under the land use control of the 2030 Comprehensive Plan. The development was guided medium density residential and required 4.0 to 5.9 units per acre. The developer wanted to build single family detached homes and in order to meet density requirement, this outlot was created and reserved for the purpose of constructing a higher density, age restricted, multi-family building.

Under today’s 2040 Comprehensive Plan, the entire development is still guided medium density residential which requires 4.0 to 6.0 units per net acre.

The proposed net density of the entire development is 4.24 units per net acre which is consistent with the 2030 and 2040 Comprehensive Plan and NorthPointe PUD Development Stage Plan guided land use and density.

Surrounding Zoning and Land Use

Direction	Zoning	Existing Land Use	Future 2040 Land Use
North	PUD, Planned Unit Development	NorthPointe Park	Park & Open Space
South	R, Rural	Agricultural	Low Density Residential
East	I-35E and R-1, Single Family Residential	Single Family Residential	Low Density Residential
West	PUD, Planned Unit Development	Open Space, Wetland & Single Family Residential	Open Space & Single Family Residential

Subdivision Ordinance

Conformity with the Comprehensive Plan and Zoning Code

The PUD Final Plan/Final Plat is consistent with the comprehensive plan for medium density development & the NorthPointe PUD Development Stage Plan and preliminary plat. The development also conforms with the zoning code requirements for R-4, High Density Residential District as detailed below.

Blocks and Lots

The NorthPointe preliminary plat was approved in March 2014. The final plat for Outlot A, NorthPointe 5th Addition was approved in April 2017. This outlot is being re-platted for this project as Lot 1, Block 1, NorthPointe 8th Addition.

Parcel	Acres	Purpose
Lot 1, Block 1	4.5	Independent Senior Housing Building

Streets and Alleys

No new streets are required for the independent senior housing building. Driveway ingress/egress will be from Chestnut Street, a local road. The existing temporary cul de sac will remain for emergency vehicle turnaround. This cul de sac will be removed in the future when Chestnut Street extends to the south.

No additional street right-of-way is required.

Easements

Standard drainage and utility easements at least 10 feet wide have been provided along the lot lines. A minimum 10 ft. wide drainage and utility easement is required above the delineated wetland and stormwater pond facility and is provided on the final plat.

A separate trail easement for the existing trail on the northwest end of the lot has been recorded.

Public Land Dedication

The City will collect a cash fee of \$227,520 in lieu of land dedication for NorthPointe 8th Addition. The independent senior housing building is within the NorthPointe park service area and no additional park land dedication is required.

NorthPointe 8th Addition	
# Units =	72
Residential Park Dedication Fee =	\$3,160
TOTAL =	\$227,520

Site and Building Plan Review

Site Plan

The applicant is proposing to construct a 3 story, 72 unit building, constructed over a one story at-grade parking garage (with 1:1 stalls per unit), totaling a 4 story building. The site plan includes a paved parking lot, detached garage, senior building, landscaped courtyard with fire pit and gazebo, dog park area, sidewalk connection to existing trail, wetland and stormwater pond open space. The building footprint is 36,677 sf.

The January 12, 2022 Planning & Zoning staff report details the projects compliance with zoning setbacks, building design criteria, height, lighting and parking requirements. Overall,

the proposed independent senior housing building meets ordinance and performance standard requirements unless otherwise noted.

Setbacks

The R-4, High Density Residential District zoning requirements apply to this project. The Site Plan Review Worksheet details setback requirements. The principal building 30 ft. setback is met along the Chestnut Street front lot line. The 20 ft. north and south side yard setbacks are also met.

Staff notes the detached garage is not allowed in the front yard along Chestnut Street and would need to be relocated or removed.

PUD Flexibility

The required building setback along an arterial street (I-35E) is 40 ft. The applicant is requesting PUD flexibility to reduce this setback from 40 ft. to 20 ft. to allow for the proposed building footprint and development of the courtyard amenities. The building will be 120 ft. from the centerline of the southbound lane of I-35E and 330 ft. from the nearest house in NorthPointe. Shifting the building east also provides additional separation from the NorthPointe single family detached homes.

Architectural Plans and Exterior Building Materials

Per City Code Section 1007.043(2), General Building and Use Provisions:

(c) *Multiple Family Apartments Construction Standards:*

1. The exterior of multiple family dwelling structures shall include a variation in building materials which are to be distributed throughout the building facades and coordinated into the architectural design of the structure to create an architecturally balanced appearance. In addition, multiple family dwelling structures shall comply with the following requirements:

a. A minimum of thirty-three (33) percent of the combined area of all building exterior walls of a structure shall have an exterior finish of brick, stucco, and/or natural or artificial stone.

b. For the purposes of this section, the area of the building facade shall not include area devoted to windows, entrance doors, garage doors, or roof areas.

Exterior materials consist of stone veneer, brick veneer, LP lap siding and asphalt shingles. The building includes decorative trim board, stone band, stone cap, 4” window trim, horizontal LP lap siding, vertical board and batten and decorative gable corbels. This variety of materials and accents provide visual interest, articulation and depth to the building. The color palette consists of greys (carbon, driftwood gray), black, white and browns (java and wood grain siding).

The building has 41% masonry stone and brick. The materials and percentages are compliant with performance standards.

Per City Code Section 1007.095 R-4, High Density Residential District:

- (1) *Height Regulation.* No building shall be erected or structurally altered to exceed forty-five (45) feet in height—or, for a multiple dwelling building, the greater of four (4) stories or forty-five (45) feet—except as allowed by §1007.043 (3).

The R-4 zoning district allows for 4 story multiple dwelling buildings. The proposed senior building is 4 stories (52 ft. measured to the roof midpoint) and is compliant with performance standards.

Trash/recycling enclosure and mechanical equipment are located inside the building in the garage level.

The building will be sprinkled for fire suppression.

The following chart is a summary of the bedroom and unit mix:

# of Bedrooms	# of Units
One bedroom =	3
One bedroom with den =	10
Two bedrooms =	47
Two bedrooms with den =	12
TOTAL =	72

City Code Section 1007.095(5) states the minimum livable floor area for each multiple family dwelling unit shall be 700 sf plus 100 ft. additional square feet for each bedroom. This would require the one bedroom units to be a minimum 800 sf and the two bedroom units to be a minimum of 900 sf. Sheets A102-A104 provides a summary chart of the unit sizes ranging from 792 sf to 1,284 sf. The A.1 one bedroom units are less than 800 sf and shall be revised.

Outdoor Lighting

Per Section 1007.043(6)(d), no light source shall exceed 1.0 foot candle onto right of way or 0.4 foot candle onto adjacent property. The site photometric plan shows 5 light poles in the parking lot that are 25 ft. tall with downlit and cutoff light fixtures.

The foot candle measurements, light poles and fixtures meet ordinance requirements.

Off-Street Parking Requirements

Per City Code Section 1007.044(6),

- (d) *Elderly (Senior Citizen) Housing.* Reservation of area equal to one (1) parking space per unit. Initial development is, however, required of only one-half (1/2)

space per unit and said number of spaces can continue until such time as the City Council considers a need for additional parking spaces has been demonstrated.

In addition to the City ordinance, PUD Resolution No. 14-21 requires 50% of the parking stalls to be underground.

The 72 unit senior building requires 72 parking spaces with at least 36 underground. Sheet C3, Site Plan indicates 62 surface stalls, 2 handicap surface stalls, 72 interior (underground) and 9 detached garage stalls for a total of 145 parking spaces. Parking requirements are met.

Grading Plan and Stormwater Management

Per the Stormwater Management Plan prepared by Carlson McCain dated December 10 2021, the drainage boundary being considered is 113.810 acres, which includes all drainage from the overall NorthPointe development. Drainage areas affected by the proposed construction include the stormwater pond 300P located in the northern portion of the site, the stormwater pond 200P just outside the west-northwest property boundary (Pond 200P), Catchment 33S and 12S to Wetland 1P, which also receives stormwater from the outlets of Ponds 200P and 300P, and Catchment 11S to Ditch 3P, which is the receiving body for Wetland 1P. The proposed site will only affect drainage to these areas. The majority of the site flows to Ponds 200P and 300P. The remaining stormwater drains between Ponds 200P and 300P to Wetland 1P or to Ditch 3P. All stormwater, ultimately flows to Ditch 3P.

The proposed construction will maintain the drainage areas provided in the overall NorthPointe master development plan to the maximum extent possible. The proposed apartment lot will meet the overall stormwater treatment requirements from the MPCA Construction Stormwater Permit. Adequate water quality treatment and rate control is provided by the existing regional ponds, wetlands, and ditches. All storm sewers have been sized to accommodate a 10-year storm at a minimum. The proposed development will not have an adverse impact on the existing stormwater infrastructure originally planned for the development of the site.

The City Engineer and RCWD have reviewed the stormwater management plan.

Public Utilities

The new independent senior housing building will be municipally served by an 8" PVC sanitary sewer and an 8" DIP watermain located along Chestnut Street.

Tree Preservation and Mitigation Standards

Per the January 4, 2022 Environmental Board staff report:

The Tree Inventory identifies 55 trees of which 22 will be preserved and 33 will be removed. Of the 33 removals, 27 trees are in Basic Use Area and non-environmentally sensitive areas. These removals will not require mitigation trees.

The other 6 removals are in Basic Use Area and Natural Resource Protected Area. Three (3) of these trees are undesirable, due to being in poor condition or being an invasive species and do

not require mitigation. The other 3 trees require mitigation at the rate of 1 mitigation tree per 2 trees removed, resulting in 2 mitigation trees being required for the project.

Mitigation trees have been credited through open space plantings. Preservation and mitigation standards have been met.

Open Areas Landscape Standards

Open area landscape standards call for 1 large tree and 3 large shrubs per 2000 sq. ft.

109,831 sq. ft. of open space requires:	55 large trees
	165 large shrubs
Provided:	61 large trees or large tree equivalents
	115 large shrubs or large shrub equivalents

Open areas landscape standards have not been met. 50 additional shrubs will be needed in open space areas.

Buffer and Screen Standards

Buffer and/or screen will be required along the east lot line. The retaining wall will satisfy part of the requirements. Planting an additional 4 trees and 5 large shrubs will satisfy the requirements. Additional coniferous trees are required along the west lot line.

Buffers and screens as planned do not meet the requirements.

Canopy Cover

Canopy cover standards call for a minimum of 40% canopy coverage.

Vehicular hardscape planned:	37,779 sq. ft.
Canopy cover requirement:	15,112 sq. ft.
Canopy cover provided:	15,425 sq. ft.

Canopy cover requirements have been met.

Foundation Landscaping

Two (2) large trees and 6 large shrubs are required per 100 linear feet of building abutting a public or private street. These plants should be within 30 feet of the building.

The foundation plantings required for the Chestnut Street southwest side:

Required:	2 large trees	7 large shrubs
Provided:	4 large tree equivalents	23 large shrub equivalents

The foundation plantings required for the I-35E east side:

Required:	6 large trees	19 large shrubs
Provided:	2 large tree equivalents	14 large shrubs equivalents

Four (4) large trees and 5 large shrubs should be planted east of the retaining wall along the northeast section of building that runs parallel with the lot line.

The foundation landscape requirements have not been met for the east building face.

Sod and Ground Cover Standards

All areas not otherwise improved in accordance with the approved site plans shall have a minimum depth of 4 inches of topsoil and be sodded including boulevard areas. Seed may be provided in lieu of sod in certain cases, including when the area is adjacent to natural areas or wetlands.

The plan indicates sod in the common area in the center of the building, along the east and west building faces, and along the south edge of the parking lot and access road. Due to the area east of the retaining wall being higher in elevation, on sandy soil, and being quite exposed, a dry prairie mix should be better suited than the wet meadow mix proposed.

Boulevard Trees

Boulevard trees are required for multi-family developments at a rate of 1 tree per 70 linear feet. The front lot line along Chestnut Street is 173 lf which would require 2 boulevard trees. Five (5) boulevard trees are proposed and this requirement has been met.

Signage

Separate sign permit applications are required for all permanent monument and wall signs. Sign permit applications are required for all temporary signs as well.

Impervious Surface Coverage

The R-4 zoning district states the impervious surface of the property shall not exceed 65%. Plan Sheet C3, Site Plan notes 44% hard/impervious surface. Impervious surface requirements are met.

Traffic Study

A Traffic Impact Study was completed in November 2013 by Westwood Professional Services as part of the overall NorthPointe residential development and it included analysis for an 85 unit senior apartment. This report detailed compliance with City ordinance level of service requirements for the entire development.

A Traffic Analysis Memorandum was completed on December 13, 2021 by S² Traffic Solutions as an update to the 2013 study reflecting the proposed 72 unit senior building. The updated analysis takes into account the COVID-19 pandemic and applies a 1.4% growth factor.

Trip Generation

Based on Institute of Transportation Engineers (ITE) standards and traffic counts collected by Quality Counts on December 7, 2021, the 72 unit senior building is forecasted to generate approximately 233 daily trips with 15 peak hour AM trips (7:15-8:15am) and 18 peak hour PM trips (4:15-5:15pm).

Land Use (Code)	Size	Daily	AM Peak Hour		PM Peak Hour	
			Enter	Exit	Enter	Exit
Senior Attached Housing (252)	72 Units	233 Trips	5 Trips	10 Trips	10 Trips	8 Trips
TOTAL		233 Trips	15 Trips		18 Trips	

It is important to note that an age-restricted 55+ independent senior housing building will generate less trips than a multi-family housing building.

Existing Arterial and Collector Roadway AADT & Capacity

Roadway	Functional Class	AADT ¹ (Year)	Daily Road Capacity
Main St (CSAH 14)	Minor Arterial	16,500 (2018)	32,000
20 th Ave S (CSAH 54)	Minor Arterial	3,000-6,100 (2018)	15,000
Birch St (CSAH 34)	Major Collector	3,150 (2018)	15,000
Ash St (CR J)	Minor Arterial	10,500 (2014)	15,000

¹Annual Average Daily Traffic

The AADT on the existing arterial and collector roadways are less than daily road capacity.

Level of Service

Level of Service (LOS) is used to describe the operating conditions and driver delay (measured in seconds) of an intersection. Operations are given letter designations from “A” (best operating conditions) to “F” (worst conditions).

City Code Section 1007.020, Site Plan Review and Section 1001.013(2)(c), Premature Subdivision establishes minimum Level Of Service (LOS) requirements. The ordinance states that if the LOS is A or B, the proposed subdivision shall not the degrade the LOS more than one grade. If the LOS is C or D, it shall not degrade the LOS. Intersections with a LOS of E or F must be improved to ensure a LOS of D or better.

Intersection	2024 No-Build Overall LOS		2024 Build Overall LOS	
	A.M. Peak	P.M. Peak	A.M. Peak	P.M. Peak
20 th Ave S & Main St	C	C	C	C
20 th Ave S & W Cedar St	A	A	A	A
20 th Ave S & Red Oak Ln	A	A	A	A
20 th Ave S & Birch St	A	A	A	A
20 th Ave S & Ash St	B	B	B	C

The proposed Level of Service does not degrade by more than one (1) LOS; therefore, the subdivision is not considered premature and the traffic generated by the senior building is within the capabilities of the City’s road system.

NorthPointe Road System

Red Oak Lane, Cypress Street and 21st Avenue South are minor collector roads within the NorthPointe residential development. Minor collector roads are designed and intended to handle 1,000-3,000 daily trips. Per the original 2013 NorthPointe Traffic Study, the entire NorthPointe residential development (single family homes and senior apartment) was projected to have 313 housing units and generate approximately 2,534 daily trips. This is well within the capacity of the entire NorthPointe road system. The actual housing unit count of 299 is less than the original 313.

In December 2019, a Traffic Impact Study completed for Nadeau Acres collected existing daily traffic counts on Red Oak Lane east of 20th Avenue S. at 1,000 ADT. The City also collected daily traffic counts in August 2021 on Red Oak Lane east of 20th Ave S. at 987 ADT. These trip counts are consistent and are low for a minor collector road.

Figure 6 of the 2021 Traffic Analysis completed for NorthPointe Garden Estates indicates 10 additional AM peak trips and 8 additional PM peak trips on Red Oak Lane. As noted, level of service is not impacted.

The 18 existing homes on Chestnut Street generate approximately 180 daily trips. The local road has capacity for 1,000 daily trips. Chestnut Street has capacity for an additional 233 daily trips generated by the senior housing building.

It should also be noted that Chestnut Street, 21st Avenue S., Cypress St. and Red Oak Lane all have sidewalks that provide safe pedestrian corridors in the area. A trail from Chestnut Street extends to NorthPointe Park.

Further, with future development of the property south of NorthPointe, Cypress Street and Chestnut Street will extend south and Birch Street will extend east providing additional ingress and egress roads to the development.

Conclusion

The traffic study results are similar and marginally better than predicted in the original analysis. The proposed development has appropriate access to the site and to the surrounding roadway network. The traffic operational analysis indicates there is available capacity on the roadways surrounding the site to accommodate site-generated traffic.

The roadway network has capacity for an additional 233 daily trips generated by the senior housing building.

Staff will re-evaluate resident concerns regarding current speeding and traffic issues on Red Oak Lane and Dogwood Court unrelated to the NorthPointe Garden Estates project.

Alternative Urban Areawide Review (AUAR)

The site is within the revised 2020 I-35E Corridor AUAR environmental review boundary. The project is consistent with Land Use Scenario 1 and 2 for medium density residential development. No further environmental review is required.

Wetlands

A wetland delineation report was completed by Kjolhaug Environmental Services on December 3, 2013 for the entire NorthPointe development. A WCA Notice of Decision (NOD) was issued by RCWD on April 11, 2014. The NOD is only valid for 5 years so a new wetland delineation report was completed by Kjolhaug on September 8, 2021 for the one (1) existing wetland on the senior housing building site. A new WCA NOD approving the wetland delineation was issued by RCWD on October 21, 2021.

One 0.085 acre wetland area was delineated on the south end the site. The wetland is a Type 3/2 (PEMC/A) shallow marsh and wet meadow wetland. The wetland area (0.085 acre) is slightly smaller than the original approved wetland area (0.12 acre).

No impacts to this wetland are proposed.

The wetland is part of the Wetland Management Corridor and a conservation easement currently exists over the wetland as part of the original NorthPointe development. The easement area may be amended to allow for design of the parking lot with approval from RCWD. The total area of the easement would remain the same.

A minimum 10 ft. wide drainage and utility easement is required and is provided above the delineated wetland.

Shoreland District

The site is not within a Shoreland District.

Floodplain

The 2015 FEMA floodplain map indicates Zone A floodplain along the west edge of the site. However, a Letter of Map Revision (LOMR) was obtained on December 21, 2016 for the entire NorthPointe development. The floodplain boundary was revised and is no longer on the site.

Noise Study

A Traffic Noise Assessment for NorthPointe Garden Estates was completed on January 5, 2022 by David Braslau Associates, Inc. The report evaluated I-35E noise compared to daytime and nighttime noise standards. Noise standards are met under the following conditions:

1. The building shall be constructed in such a way that the exterior to interior sound level attenuation is at least 30 dB(A).
2. All housing units shall provide year-round climate control.
3. STC 30 windows shall be used for all windows.
4. Per page 8 of the Traffic Noise Assessment, exterior wall construction shall consist of:
 - a. APA rated sheathing located on the exterior side of the exterior wall.
 - i. This material will be 7/16" thick and a wood fiber material.
 - b. Exterior wall shall be 2x6 studs with R-21 batt insulation.
 - c. The inside finish shall be 5/8" gypsum board.
 - d. Lap siding shall have a thickness of .354" and be of a wood fibrous material.
 - e. Trim around the windows shall have a thickness of .970" and be of a wood fibrous material.

Additional City and Government Agency Review Comments

MNDOT

MNDOT provided comments on January 26, 2022. They noted the need for possible noise mitigation and a drainage permit. Noise mitigation has been addressed with building construction materials as previously noted. The applicant shall apply for a drainage permit.

Public Safety Comments

The Fire Division reviewed the plans and notes the following:

1. An emergency vehicle access shall be provided to the north side of the building.
 - a. The developer could potentially upgrade the existing trail to provide emergency vehicle access.
2. An addition fire hydrant along the emergency vehicle access shall be added.
3. The elevator cars shall be large enough to accommodate ambulance stretchers.

The Police Division reviewed the plans and did not identify any public safety concerns that should be addressed.

Environmental Board

The Environmental Board reviewed the development proposal at their January 4, 2022 meeting. The Board recommended approval with minor revisions required.

Planning & Zoning Board

The Planning & Zoning Board reviewed the final plat and site plan on January 12, 2022. Some residents expressed concerns regarding possible traffic and noise impacts. The Board recommended approval with a 4-0 vote.

City Attorney

The City Attorney has reviewed the title commitment and final plat. The title commitment shall be updated and list Lino Lakes 72, LLC as the proposed insured party.

Rice Creek Watershed District (RCWD)

RCWD issued a CAPROC January 26, 2022.

Agreements

Stormwater Maintenance Agreement

A Declaration for Maintenance of Stormwater Facilities related to the private stormwater management facilities is required.

Development Agreement

A Development Agreement will be drafted by the City as it relates to the NorthPointe 8th Addition final plat.

Site Improvement Performance Agreement

A Site Improvement Performance Agreement may be required by the City as is relates to the NorthPointe Garden Estates development or the required securities may be collected with the Development Agreement.

Declaration of Covenants

As required by Resolution No. 14-21, the developer shall record against the property an age-restriction declaration. The applicant has submitted a declaration and it is under review by the City Attorney.

Comprehensive Plan

Resource Management System

The Resource Management System Plan goal of preserving surface water quality is supported by the construction of stormwater management BMP's such as curb, gutter, and stormwater pond.

Land Use Plan

The Comprehensive Plan guides this property for medium density residential. The proposed independent senior housing building is consistent with residential density land use.

Housing Plan

The goals and policies of Housing Plan are supported by the independent senior housing building.

Transportation Plan

Goals of the Transportation Plan are to ensure that street and roads are as safe as possible and to reduce unnecessary traffic. The arterial, collector and local roads have capacity to handle the traffic volume of the independent senior housing building. Sidewalks and trails are in place to provide safe pedestrian corridors.

Sanitary Sewer and Water Supply Plan

The new independent senior housing building will be municipally served by an 8" PVC sanitary sewer and an 8" DIP watermain located along Chestnut Street. The existing sanitary sewer and water supply system have capacity for the new development.

Findings of Fact

The Findings of Fact for NorthPointe 8th Addition and NorthPointe Garden Estates PUD Final Plan/Final Plat are detailed in Resolution No. 22-16.

RECOMMENDATION

Staff and Boards recommend approval of the PUD Final Plan/Final Plat and Development Agreement.

ATTACHMENTS

1. Resolution No. 22-16
2. Final Plat
3. Resolution No. 22-17
4. Development Agreement (*To Follow*)

**CITY OF LINO LAKES
RESOLUTION NO. 22-16**

**RESOLUTION APPROVING THE NORTHPOINTE 8TH ADDITION
PUD FINAL PLAN/FINAL PLAT**

WHEREAS, the City received a land use application for NorthPointe 8th Addition PUD Final Plan/Final Plat hereafter referred to as Development; and

WHEREAS, City staff has completed a review of the proposed Development based on the following plans and information:

- INH Project Description
- ALTA Survey prepared by Carlson McCain dated November 12, 2021
- Final Plat for NorthPointe 8th Addition prepared by Carlson McCain received December 13, 2021
- Civil Plan Set, Landscape Plan and Tree Preservation Plan prepared by Carlson McCain dated December 10, 2021
- Lighting Plan prepared by Luma Sales Associates dated December 9, 2021
- Architectural Plan Set prepared by Cole Group Architecture dated December 23, 2021
- Stormwater Management Plan prepared by Carlson McCain dated December 10, 2021
- Wetland Delineation Report prepared by Kjolhaug Environmental Services Company, Inc. dated September 8, 2021
- Traffic Analysis Memorandum prepared by S² Traffic Solutions dated December 13, 2021
- Traffic Noise Assessment prepared by David Braslau Associates, Inc. dated January 5, 2022; and

WHEREAS, the City Council approved the NorthPointe PUD Development Stage Plan/Preliminary Plat on March 10, 2014 with Resolution No. 14-21; and

WHEREAS, the Planning & Zoning Board reviewed and recommended approval of the Development on January 12, 2022; and

WHEREAS, the proposed Development is not considered premature and meets the performance standards of the subdivision and zoning ordinance; and

NOW, THEREFORE BE IT RESOLVED by The City Council of The City of Lino Lakes hereby makes the following:

FINDINGS OF FACT

1. The final plat substantially conforms to the approved preliminary plat subject to the conditions listed below.
2. The City Attorney has reviewed the status of title/property ownership related to the final plat and provided comments as noted below.
3. A Development Agreement has been drafted and shall be executed.
4. Conditions attached to approval of the preliminary plat have been fulfilled or secured by the Development Agreement.
5. All fees, charges and escrow related to the preliminary or final plat have been paid in full.

BE IT FURTHER RESOLVED by the City Council of the City of Lino Lakes hereby approves NorthPointe 8th Addition PUD Final Plan/Final Plat subject to the following conditions:

1. The existing conservation easement and wetland buffer declaration may be amended with approval from RCWD.
2. A Development Agreement and securities related to the final plat are required.
3. A Site Performance Agreement and securities related to NorthPointe Garden Estates are required or securities shall be collected with the Development Agreement.
4. A Declaration for Maintenance of Stormwater Facilities related to the private stormwater management facilities is required.
5. A Declaration of Covenants detailing age-restriction is required.
6. A temporary cul-de-sac easement and exhibit are required over the cul-de-sac.
7. Separate sign permit applications are required for all permanent monument/pylon and wall signage.
8. Separate sign permit applications are required for all temporary signage.
9. PUD, Planned Unit Development flexibility is provided to reduce the principal and accessory building setback along I-35E from 40ft to 20ft.
10. All parking stalls (surface, interior garage and detached garage) shall be provided rent free to all tenants.
11. The following noise mitigation standards apply:
 - a. The building is constructed in such a way that the exterior to interior sound level attenuation is at least 30 dB(A).
 - b. All housing units shall provide year-round climate control.
 - c. STC 30 windows shall be used for all windows.
 - d. Exterior wall construction shall consist of the following or comparable materials:
 - i. APA rated sheathing located on the exterior side of the exterior wall.
 1. This material will be 7/16" thick and a wood fiber material.
 - ii. Exterior wall shall be 2x6 studs with R-21 batt insulation.
 - iii. The inside finish shall be 5/8" gypsum board.
 - iv. Lap siding shall have a thickness of .354" and be of a wood fibrous material.
 - v. Trim around the windows shall have a thickness of .970" and be of a wood fibrous material.

BE IT FURTHER RESOLVED by the City Council of the City of Lino Lakes hereby approves NorthPointe 8th Addition PUD Final Plan/Final Plat subject to the following items being addressed prior to release of the mylars or issuance of a building permit:

1. All comments from the City Engineer memo dated January 5, 2022 shall be addressed.
2. All comments from the Environmental Coordinator memo dated January 5, 2022 shall be addressed.
3. All comments from the Lino Lakes Fire Division shall be addressed:
 - a. An emergency vehicle access shall be provided to the north side of the building.
 - i. The developer could potentially upgrade the existing trail to provide emergency vehicle access.
 - ii. The developer shall consult with Deputy Director of Public Safety-Fire and City Engineer.
 - b. An addition fire hydrant along the emergency vehicle access shall be added.
 - c. The elevator cars shall be large enough to accommodate ambulance stretchers.
4. All comments from the MNDOT letter dated January 26, 2022 shall be addressed.
5. All comments from the City Attorney shall be addressed:
 - a. The title commitment shall be updated.
 - b. The title commitment shall list Lino Lakes 72, LLC as the proposed insured party.
6. The applicant shall draft a Declaration for Maintenance of Stormwater Facilities for the private stormwater maintenance facility.
7. The applicant shall draft a temporary cul-de-sac easement and exhibit for the cul-de-sac.
8. The applicant shall draft an amendment to the existing Conservation Easement and Wetland Buffer Declaration for City review and comment.
 - a. The documents shall include both RCWD and the City of Lino Lakes as parties.
 - b. The exhibit shall provide location of Protected Open Space Area monument signs.
9. All applicable plan sheets:
 - a. All plan sheets shall be dated.
 - b. The detached garage is not allowed in the front yard along Chestnut Street and shall be relocated or removed.
10. Sheet C3, Site Plan:
 - a. Setbacks shall be measured from balcony support beams on the north side of the building.
11. Sheet L1, Landscape Plan:
 - a. A landscape screen and buffer are required along the east and south lot lines.
12. Sheets A102-A104 Floor Plans:
 - a. The A.1 one bedroom unit is less than 800sf and shall be revised.
13. Sheet A010, Site Plan:

- a. The parking calculations shall be revised to reflect City ordinance requirements.
- b. Setback lines
 - i. The front building setback line shall note 30ft.
 - ii. The “25 number note” on the north side near the detached garage shall point to the 20ft setback line.

Adopted by the Council of the City of Lino Lakes this 14th day of February, 2022.

The motion for the adoption of the foregoing resolution was introduced by Council Member _____ and was duly seconded by Council Member _____ and upon vote being taken thereon, the following voted in favor thereof:

The following voted against same:

Rob Rafferty, Mayor

ATTEST:

Julianne Bartell, City Clerk

NORTHPOINTE 8TH ADDITION

CITY OF LINO LAKES
COUNTY OF ANOKA
SEC. 25, TWP. 31, RGE. 22

KNOW ALL PERSONS BY THESE PRESENTS: That Lino Lakes 72, LLC, a Minnesota limited liability company, owner of the following described property:

Outlot A, NORTHPOINTE 5TH ADDITION, Anoka County, Minnesota

Has caused the same to be surveyed and platted as NORTHPOINTE 8TH ADDITION and does hereby dedicate to the public for public use the drainage and utility easements as shown on this plat.

In witness whereof said Lino Lakes 72, LLC, a Minnesota limited liability company, has caused these presents to be signed by its proper officer this ____ day of _____, 20__.

LINO LAKES 72, LLC

James E. Illies, Chief Manager

STATE OF _____
COUNTY OF _____

This instrument was acknowledged before me on _____ by James E. Illies, Chief Manager of Lino Lakes 72, LLC, a Minnesota limited liability company, on behalf of the company.

(Signed)

(Printed)
Notary Public, _____
My commission expires _____

I Thomas R. Balluff do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this ____ day of _____, 20__.

Thomas R. Balluff, Licensed Land Surveyor
Minnesota License No. 40361

STATE OF _____
COUNTY OF _____

This instrument was acknowledged before me on _____ by Thomas R. Balluff.

(Signed)

(Printed)
Notary Public, _____
My commission expires _____

CITY COUNCIL, CITY OF LINO LAKES, MINNESOTA

This plat of NORTHPOINTE 8TH ADDITION was approved and accepted by the City Council of the City of Lino Lakes, Minnesota at a regular meeting thereof held this ____ day of _____, 20__, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

CITY COUNCIL, CITY OF LINO LAKES, MINNESOTA

By: _____, Mayor By: _____, Clerk

COUNTY SURVEYOR

I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Subd. 11, this plat has been reviewed and approved this ____ day of _____, 20__.

By: _____
David M. Ziegler
Anoka County Surveyor

COUNTY AUDITOR/TREASURER

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 20__ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this ____ day of _____, 20__.

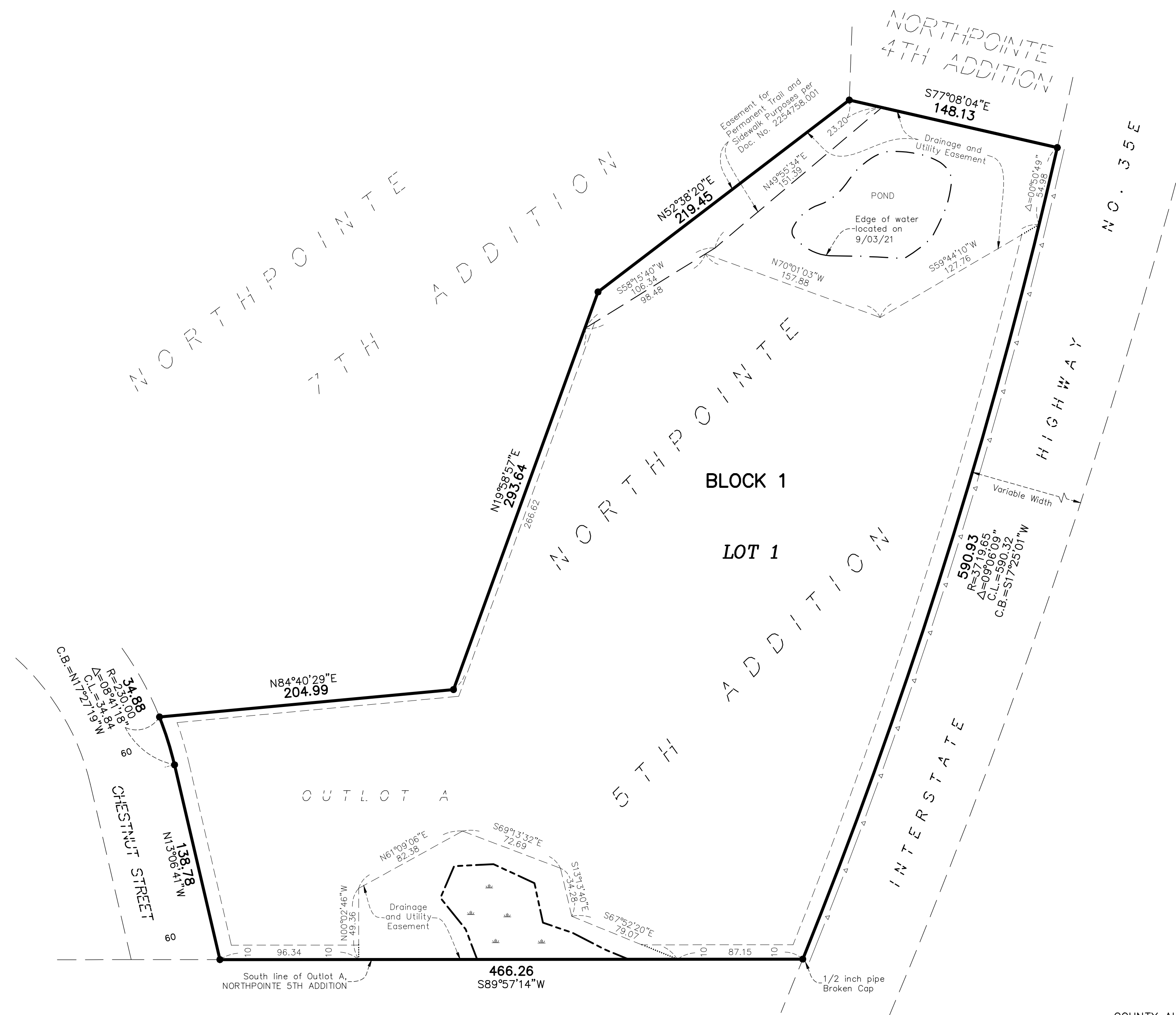
Property Tax Administrator
By: _____, Deputy

COUNTY RECORDER/REGISTRAR OF TITLES

County of Anoka, State of Minnesota

I hereby certify that this plat of NORTHPOINTE 8TH ADDITION was filed in the office of the County Recorder/Registrar of Titles for public record on this ____ day of _____, 20__, at ____ o'clock ____M. and was duly recorded as Document Number _____.

County Recorder/Registrar of Titles
By: _____, Deputy



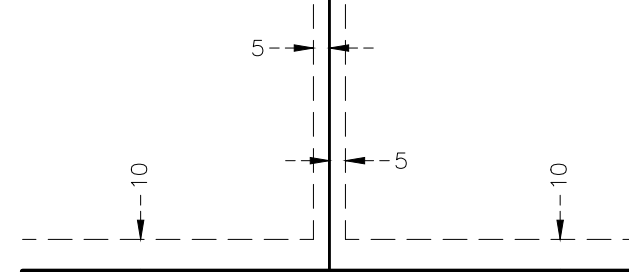
For the purposes of this plat, the South line of OUTLOT A, NORTHPOINTE 5TH ADDITION is assumed to have a bearing of South 89 degrees 57 minutes 14 seconds West.

● Denotes Found Iron Monument, marked with license number 40361 unless otherwise shown

— Δ — Denotes Right of Access dedicated to the State of Minnesota per the plat of NORTHPOINTE

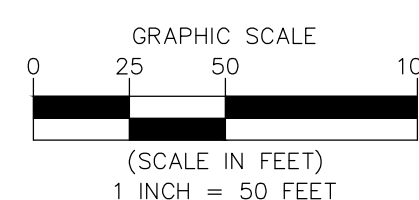
— ■ — Denotes Wetland location delineated by Kjolhaug Environmental Services in September of 2021

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:



being 5 feet in width, and adjoining side lot lines, and 10 feet in width and adjoining right of way lines and rear lot lines unless otherwise shown on this plat.

N



**CITY OF LINO LAKES
RESOLUTION NO. 22-17**

**RESOLUTION APPROVING DEVELOPMENT AGREEMENT
FOR NORTHPOINTE 8TH ADDITION**

WHEREAS, the City Council approved the NorthPointe 8th Addition PUD Final Plan/Final Plat with Resolution No. 22-16 on February 14, 2022; and

WHEREAS, the City's subdivision ordinance and conditions of approval require the execution of a development agreement between the Developer and the City of Lino Lakes.

NOW, THEREFORE BE IT RESOLVED by The City Council of The City of Lino Lakes hereby approves the Development Agreement between Lino Lakes 72, LLC and the City of Lino Lakes for NorthPointe 8th Addition and authorizes the Mayor and City Clerk to execute such agreement on behalf of the City.

Adopted by the Council of the City of Lino Lakes this 14th day of February, 2022.

The motion for the adoption of the foregoing resolution was introduced by Council Member _____ and was duly seconded by Council Member _____ and upon vote being taken thereon, the following voted in favor thereof:

The following voted against same:

Rob Rafferty, Mayor

ATTEST:

Julianne Bartell, City Clerk

WORK SESSION STAFF REPORT
Work Session Item No. 4

Date: February 7, 2022
To: City Council
From: Katie Larsen, City Planner
Re: Robinson Property PUD Concept Plan Review

BACKGROUND

The applicant, Integrate Properties, LLC, submitted a land use application for PUD Concept Plan review. The proposed development is a master planned residential community located on the Robinson property south of CSAH 14 (Main Street) and east of CR 53 (Sunset Avenue). The site contains 4 parcels totaling approximately 157 gross acres and consists of mix of housing types totaling 707 housing units. Staff notes the concept plan says 710 housing units but the count totals 707.

Future land use applications may include:

- Comprehensive Plan Amendment to Utility Staging Area
 - Move one (1) parcel (PID #07-31-22-22-0001) from Stage 1B (2025-2030) to Stage 1A (2018-2025)
- Environmental Assessment Worksheet (EAW)
- Rezone property from R, Rural to PUD, Planned Unit Development
- PUD Development Stage Plan/Preliminary Plat
- PUD Final Plan/Final Plat

This staff report is based on the following submittals:

- Concept Plan Submittal Narrative prepared by Integrate Properties, LLC dated December 13, 2021
- ALTA Survey prepared by Alliant Engineering dated October 29, 2021
- Robinson Property Concept Plan prepared by Alliant Engineering dated December 13, 2021
- Robinson Property Concept Plan-Site Rendering Graphic prepared by Alliant Engineering dated December 13, 2021
- Robinson Property Surrounding Area Map prepared by Alliant Engineering dated December 13, 2021

ANALYSIS

History

In October 2006, a concept plan for Robinson Lakes was reviewed at a Council Work Session. The concept plan included 680 acres of Robinson property located both north and south of Main Street. The plan included a residential mix of single family homes, multi-family and active adult multi-family. Lakes, open space and greenway system with parks and trails were incorporated throughout the development. Unfortunately, due to the onset of housing recession, this project never moved forward.

Current Proposal

The current proposal includes 157 acres of Robinson property that is south of Main Street. The applicant is proposing the following mix of residential unit types:

Housing Type	Lot Width	# Units
Single Family Lots =	65 ft	98
Single Family Lots =	55 ft	82
Single Family Lots =	50 ft	83
Townhomes (Back to Back) =	28 ft	64
Townhomes (Row) =	24 ft	100
Multi-Family Housing = (14 buildings x 20 units)	TBD	280
	TOTAL =	707

Single family detached home neighborhoods are located in the northwest section and southeast quadrant of the site. The townhome neighborhood is centrally located on the east side. A gated multi-family rental neighborhood and clubhouse are located in the northeast quadrant of the site. Trails, sidewalks, stormwater ponds and lakes are included throughout the development.

The entire site will be mass graded in one (1) phase to create stormwater ponds and lakes. Neighborhood construction would be phased. Mass grading anticipated to start Winter 2023 with home construction anticipated to begin July 2023. Full build will be phased over 4 to 5 years.

Please see the attached applicant’s narrative for a detailed description of the project.

Existing Conditions

The predominant existing land use is agricultural related to Robinson Sod Farm. The MLCCS classification is sod on hydric soils. Public ditch ACD 10-22-32 and private ditches drain the site south. Wetlands appear to be located along the ditch corridors. A majority of the site is in the floodplain and mitigation will be utilized for stormwater management (lakes and ponds), creation of a multi-functional greenway system (parks and trails) and providing fill for house pads, streets and other upland areas. A 100 ft.

wide pipeline easement and a 90 ft. wide transmission utility bisects the southeast quadrant of the site.

Surrounding Zoning and Land Use

Direction	Zoning	Current Land Use	2040 Future Land Use
North	R, Rural	Agricultural	Mix of Residential Densities
South	PUD (Century Farm North)	Agricultural	Medium Density
East	R, Rural	Rural Residential	High Density & Low Density
West	FR, Farm Residence (City of Blaine)	Wetland/Open Space	LDR, Low Density Residential

Surrounding land uses include medium density single family detached homes and townhomes to the south in Century Farms North. Larger rural residential lots exist to the east and to the southeast along Carl Street.

Comprehensive Plan and Housing Density

The 157 acre site has multiple land use designations per the City’s 2040 Comprehensive Plan creating somewhat of a checkerboard patterned look. These land uses include low density, medium density, high density and planned residential/commercial.

Per the 2040 Comprehensive Plan, the site is located in Planning District 2 and includes Planned Residential/Commercial areas. The Comprehensive Plan states:

- “Planning District 2 includes Planned Residential/Commercial areas.
 - The Robinson Farm and Main Street site is planned to accommodate an 80/20 percent mix of residential and commercial. While allowed in all areas, commercial development will be required in at least one quadrant. To ensure implementation the City may choose to rezone land to a compatible neighborhood commercial zoning district upon completion of a corridor plan. A Master Plan for the Main Street Corridor between Sunset Avenue and 4th Avenue should be completed.”

It is important to note the 80/20 percent mix is related only to the approximate 40 acres of land guided for Planned Residential Commercial. The Robinson Farm and Main Street site referenced in the Comprehensive Plan includes property on both the north and south side of Main Street. The subject site for this PUD Concept Plan proposal is only on the south side of Main Street and would not necessarily require a commercial component.

The following chart summarizes the site’s general density range per gross and net acres:

2040 Comprehensive Plan	Gross Acres	Net Acres	Allowed Units per Acre		Allowed # Units	
			Low	High	Low	High
Low Density Res	77.4	64.5	1.6	3.0	103	194
Medium Density Res	19.9	17.8	4.0	6.0	71	107
High Density Res	39.8	35.7	6.0	8.0	214	285
Planned Res / Comm	19.9	17.8	8.0	10.0	143	178
TOTAL	157.1	135.8			531	764
GROSS DENSITY					3.4	4.9
NET DENSITY					3.9	5.6

The preliminary density ranges would be 3.9 to 5.6 units per net acre which equates to 531 to 764 housing units. The applicant is proposing 707 housing units which is consistent with the density range. It should be noted that net acreage will be re-calculated based on post-development during the preliminary plat process.

Gateway

Per the 2040 Comprehensive Plan & Planning District 2, a gateway shall be planned and created on the south side of Main Street (CSAH 14) at Sunset Road (CR 53).

Rezoning

The property is currently zoned R, Rural. The property would need to be rezoned to PUD, Planned Unit Development in order to allow for a variety of lot widths and housing types.

The applicant would need to provide additional public benefit in order to be considered for PUD zoning. Examples could be open space, enhanced greenway corridor, wetland restoration, additional wetland buffers, higher architectural & building standards etc.

Zoning and Land Use

Current Zoning	R, Rural
Current Land Use	Agricultural
Future Land Use per 2040 Comp Plan	Low density, Medium density, High density and planned residential/commercial
Utility Staging Area	Stage 1A (2018-2025) Stage 1B (2025-2030)

Zoning Requirements and Standards

Baseline/Conventional Zoning Districts

As with any PUD, the City starts with the conventional zoning district as the baseline. The following chart provides the 2040 Comprehensive Plan-Land Use Designation and the coinciding Baseline/Conventional Zoning District:

2040 Comp Plan Land Use	Gross Acres	Coinciding Baseline/Conventional Zoning District	Housing Type	Lot Width (ft)	Lot Depth (ft)	Lot Size (sf)
Low Density Res	77	R-1, Single Family	single family	80	135	10,800
		R-1X, Single Family Executive	single family	90	135	12,825
		R-2, Two Family Residential	single family	60	125	7,500
		R-2, Two Family Residential	two-family (unit lot)	50	150	7,500
Medium Density Res	20	R-2, Two Family Residential	single family	60	125	7,500
		R-2, Two Family Residential	two-family (unit lot)	50	150	7,500
		R-3, Medium Density Residential	two-family (unit lot)	50	140	7,000
		R-3, Medium Density Residential	max. 8 unit townhome	24	NA	NA
High Density Res	40	R-4, High Density Residential	two-family (unit lot)	50	120	6,000
		R-4, High Density Residential	townhome or other multi-family	NA	NA	NA
Planned Res/Comm	20	R-4, High Density Residential	two-family (unit lot)	50	120	6,000
		R-4, High Density Residential	townhome or other multi-family	NA	NA	NA
TOTAL =	157					

Per the subdivision ordinance, minimum lot area for urban lots shall consist of buildable land exclusive of utility transmission easements or water course easements that encumber lot development.

The proposed lot widths for the detached single family homes are 50 ft., 55 ft. and 65 ft. The proposed townhome lot widths are 24 ft. PUD flexibility would be required for the 50 ft. and 55 ft. wide single family lots.

Setbacks

The following chart compares the standard City ordinance requirements to the proposed setbacks.

Residential Single Family	City Ordinance Requirement	Proposed Setbacks
Front Yard	R-1 = 30 ft. R-2 = 25 ft.	25 ft.
Side Yard	R-1 & R-2 = 5 ft. garage/ 10 ft. house	5 ft. garage /10 ft. house or 7.5 ft./7.5 ft.
Side Yard Setback to Right of Way	R-1 = 30 ft. R-2 = 25 ft.	25 ft.
Setback to County Road	40 ft.	50 ft.

Townhomes	City Ordinance	Proposed Distance
Private driveway length	25 ft. ^a	22 ft.
Private driveway width	26 ft.	24 ft. back to back
Building separation	10 ft.	20 ft.

^aThe R-2 district requires a 25ft house setback which would provide a 25ft long driveway

More detailed information is required to analyze each lot in regards to lot sizes, lot widths and depths and setbacks. PUD flexibility would be required to allow for reduced setbacks.

Building Design Standards

The applicant’s narrative includes renderings of the proposed housing products. More detailed information will be required to fully analyze each housing product. The building design standards of the residential zoning districts shall be used as the starting baseline for each housing product in regards to floor area, utility area, garages etc.

Subdivision Ordinance

Blocks and Lots

The proposed development provides a mix of single family lots, townhome lots and multi-family building lots. The lots vary in width, depth and lot size as may be allowed per the PUD flexibility. Outlots would contain wetlands, buffers, stormwater ponds etc.

Per City Code Section 1001.097 (1) *Length*. The maximum length of blocks shall be 1,500 feet and the minimum length 400 feet. Blocks over 900 feet long may require pedestrianways at least ten feet wide at their approximate center. The use of additional pedestrianways to schools, parks and other destinations may be required.

Per the 2040 Parks, Greenways and Trails System Plan, local and regional trails are proposed along both the north and south side of CSAH 14 (Main Street). Additional pedestrian ways shall be included to CSAH 14 (Main Street) to provide connectivity to the development.

Pedestrian connection and trails to Sunset Avenue are provided at the street and northwest corner of the site.

The existing house at 7902 Sunset Avenue should be incorporated into the development as large 2 acre lot. A ghost plat shall be submitted as part of the preliminary plat process. Connection of the existing house to municipal utilities shall be evaluated.

Streets and Alleys

CSAH 14 (Main Street) is Principal Arterial road. CR 53 (Sunset Avenue) is a Major Collector road. Internal roads are local roads intended to serve the site.

Per the City's 2040 Transportation Plan and Planning District 2:

- Plan for the extension of Sunset Road (CR 53) north to Pine Street.

Development of the Robinson property to the north of Main Street will need to consider this extension.

- Continue to implement the Main Street (CSAH 14) Access Management Study.
- Work with Anoka County on the creation of a new full-access intersection on Main Street at a new road at the 200 block.

The concept plan provides a new Main Street full access near the 200 block and is consistent with Access Management Study and the City's Transportation Plan.

- An east/west minor collector road extending to 4th Avenue is required.

Per the 2040 Transportation Plan and the Access Management Plan, Robinson Drive is shown to extend east to 4th Avenue as the east/west minor collector. This serves as an important backage road to Main Street (CSAH 14), provides connectivity and efficient emergency response between neighborhoods, and distributes traffic throughout the area. The concept plan shows Robinson Drive extending to the east lot line; however, due a large wetland complex, connection to 4th Avenue at this location may not be viable and it may have to shift north or south.

An additional east/west connection to 4th Avenue shall be made at Carl Street. The proposed development shall provide a road connection south to Carl Street and the 2 cul de sacs shall be connected. This would be similar transportation design practices implemented with the Saddle Club development and the connection of Fox Road and the St. Clair Estates connection to Hokah Drive and Sioux Lane.

The Carl Street connection is also supported by Lino Lakes Public Safety-Police Division and Fire Division in order to provide faster and more direct emergency response to the entire area.

This street connection is required by the following City Code Sections:

§ 1001.096 LAND REQUIREMENTS.

(2) Proposed subdivisions shall be coordinated with surrounding properties and/or neighborhoods so that the city as a whole may develop efficiently and harmoniously.

§ 1001.100 STREETS AND ALLEYS.

(3) *Streets, continuous.* Except for cul-de-sacs, streets shall connect with streets already dedicated in adjoining or adjacent subdivisions or provide for future connections to adjoining unsubdivided tracts, or shall be a reasonable projection of streets in the nearest subdivided tracts. The arrangement of thoroughfares and collector streets shall be considered in their relation to the reasonable circulation of traffic, to topographic conditions, to runoff of storm water, to public convenience and safety, and in their appropriate relation to the proposed uses of the area to be served.

The access road onto CR 53 (Sunset Avenue) shall be evaluated by Anoka County.

Staff Comments:

- Local road right-of-way shall be a minimum of 60 ft. wide.
- Cul de sacs shall not exceed 500 ft. in length and bulbs shall meet City standards.
- Additional road right of way along CSAH 14 and CR 53 may be required.
- Access and connection to Carl Street shall be evaluated.
- A traffic study shall be required.
- Anoka County Highway Department is in receipt of the concept plan and will provide additional comments on the development.
- More trails shall be incorporated throughout the development.
- Noise impacts shall be evaluated as part of an EAW.

Easements

Staff Comments:

- Standard drainage and utility easements at least 10 feet wide shall be provided along all lot lines.
- Drainage and utility easements shall also be dedicated over stormwater management facilities.
- Conservation easements and wetland buffers shall be required over wetlands and greenway corridors.

Stormwater Management and Erosion and Sediment Control

The concept plan shows several stormwater management facilities and ponds throughout the development. A stronger multi-purpose greenway corridor incorporating trails, stormwater management, floodplain, ditches, open space shall be incorporated into the development. Pedestrian ways/sidewalks/trails shall be included throughout the development, to CSAH 14 (Main Street) and to CR 53 (Sunset Avenue) to provide connectivity throughout the development. The existing trail in Century Farm North near 7836 Century Trail shall extend to the east into the development. Deeper rear yard buffers along the stormwater ponds and lake shall be incorporated.

Utilities

Public water, sanitary and storm sewer utilities will be installed within the development.

The site is located in Sanitary Sewer District 2 (Sub-district 2I). Flow is collected southward to MCES Meter M211 and Gravity Interceptor 8361 along North Road which passes southwest through Circle Pines.

The site is located in Utility Staging Area 1A (2018-2025) and 1B (2025-2030). By resolution, the Council may move the one (1) parcel from Stage 1B (2025-2030) to Stage 1A (2018-2025)

Municipal water and sanitary sewer utilities to serve the development exist along Robinson Drive and Century Trail in Century Trail North.

Parks, Greenways and Trail Plan

Per the City's 2040 Parks, Greenways and Trails Plan, this development is within the Century Farm and Behm's Park service areas. A trail to Robinson Drive currently exists between proposed Lots 30-31. A greenway corridor is required along the north-south ditch and an east-west section.

The City's Park Plan and Central Anoka County Regional Trail Plan require a regional trail along the south side of CSAH 14 (Main Street). This shall be provided. A proposed on-street bike route is shown along CSAH 53 (Sunset Avenue).

The City will require cash in lieu of land dedication. Any required trail construction costs will be credited from the total payment in lieu.

A stronger multi-purpose greenway corridor incorporating trails, stormwater management, floodplain, ditches, open space shall be incorporated into the development especially leading into Century Farm park. Pedestrian ways/sidewalks/trails shall be included throughout the development, at a midway point to CSAH 14 (Main Street) and to CR 53 (Sunset Avenue) to provide connectivity throughout the development. The existing trail in Century Farm North near 7836 Century Trail shall extend to the east into the development. A regional trail shall be constructed along the south side of CSAH 14 (Main St).

Tree Preservation and Landscaping

A Tree Preservation Plan and Landscape Plan in compliance with Section 1007.043 (17), Required Screening, Landscaping and Buffer Yards shall be submitted. Additional landscaping may be required as a condition of the PUD.

Environmental Review Record

An Environmental Assessment Worksheet (EAW) is required. The threshold computation of unattached units (263) and attached units (444) is greater than one (1).

Wetlands

Wetlands appear exist along the ditches. A wetland delineation report is required with a PUD Development Stage Plan/Preliminary Plat submittal. Wetland buffers consistent with RCWD regulations (50 ft wide average, monument signs etc.) may be required as part of the PUD.

Floodplain

The 2015 FEMA Floodplain Map indicates Zone A flood plain on a large portion of the site. Floodplain management shall be incorporated into the overall design of the site.

Staff Comments:

- A Base Flood Elevation is required to be determined, using detailed methods acceptable by the Federal Emergency Management Agency (FEMA).
- A FEMA CLOMR and LOMR are required for this site.
- The CLOMR shall be submitted with a PUD Development Stage Plan application.

Shoreland District

The subject property is not located within the Shoreland Management Overlay District.

Additional City and Government Agency Review Comments

Anoka County

Anoka County Highway Department provided comments in the attached email.

Anoka County Parks Department recommends the regional trail along the south side of Main Street be installed with this development.

Lino Lakes Public Safety

The Police Division supports connection of Carl Street, recommends a traffic study, turn lanes and reduction in speed limit along Main Street.

The Fire Division also supports the Carl Street connection to improve response times to the entire area.

Environmental Board

The Environmental Board reviewed the PUD concept plan on January 4, 2022. General comments included the need for multi-functional greenway system, wider wetland buffers and diverse mix of native plants.

City Engineer

The City Engineer provided comments in the attached letter dated January 5, 2022.

Planning & Zoning Board

The Planning & Zoning Board reviewed the PUD concept plan on January 12, 2022. The following are some bullet points of their discussion:

- Include more larger single family home lots
- Provide more trail connectivity and public access to lakes, ponds and open space
- Landscape screening and buffers are required
- Need for more affordable housing
- High end of the density range

- What is the City getting out of the PUD?
- Support for trail along Main Street and Sunset Avenue
- Should there be a commercial component?

PUD Development Stage Plan/Preliminary Plat

The City’s review and comments on the concept plan’s relation to the Comprehensive Plan and development regulations does not grant any rights to the applicant to develop the property as depicted by the concept plan.

A land use application for PUD Development Stage Plan/Preliminary Plat shall be required. The developer should have a neighborhood meeting prior to submittal of a PUD Development Stage Plan/Preliminary Plat.

RECOMMENDATION

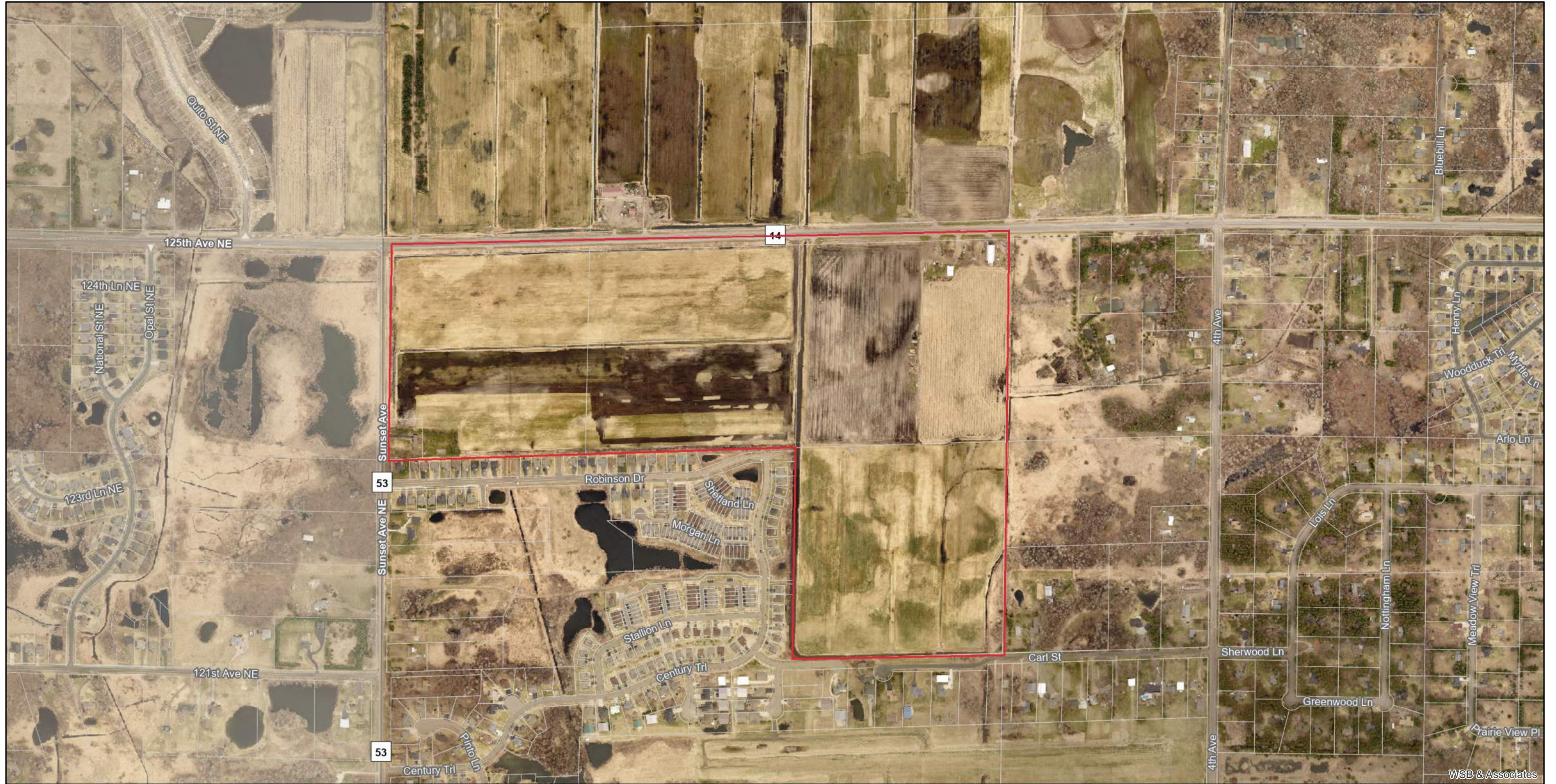
Staff is requesting feedback from the City Council.

1. Should a Master Plan for the Main Street Corridor between Sunset Avenue and 4th Avenue be required?
2. Thoughts on PUD flexibility for lot widths, lot sizes, and setbacks?

ATTACHMENTS

1. Site Location and Aerial Map
2. 2040 Future Land Use Plan Map
3. 2006 Robinson Lakes Concept Plan
4. 2021 Concept Plan Submittal Narrative
5. ALTA Survey
6. Concept Plan
7. Concept Plan-Graphic Rendering
8. Concept Plan and Surrounding Area
9. WSB City Engineer Memo dated January 5, 2022
10. Environmental Coordinator Memo dated January 5, 2022
11. Anoka County Highway Department email dated January 7, 2022

Robinson Property-Site Location & Aerial Map



□ Parcels

1 in = 600 ft

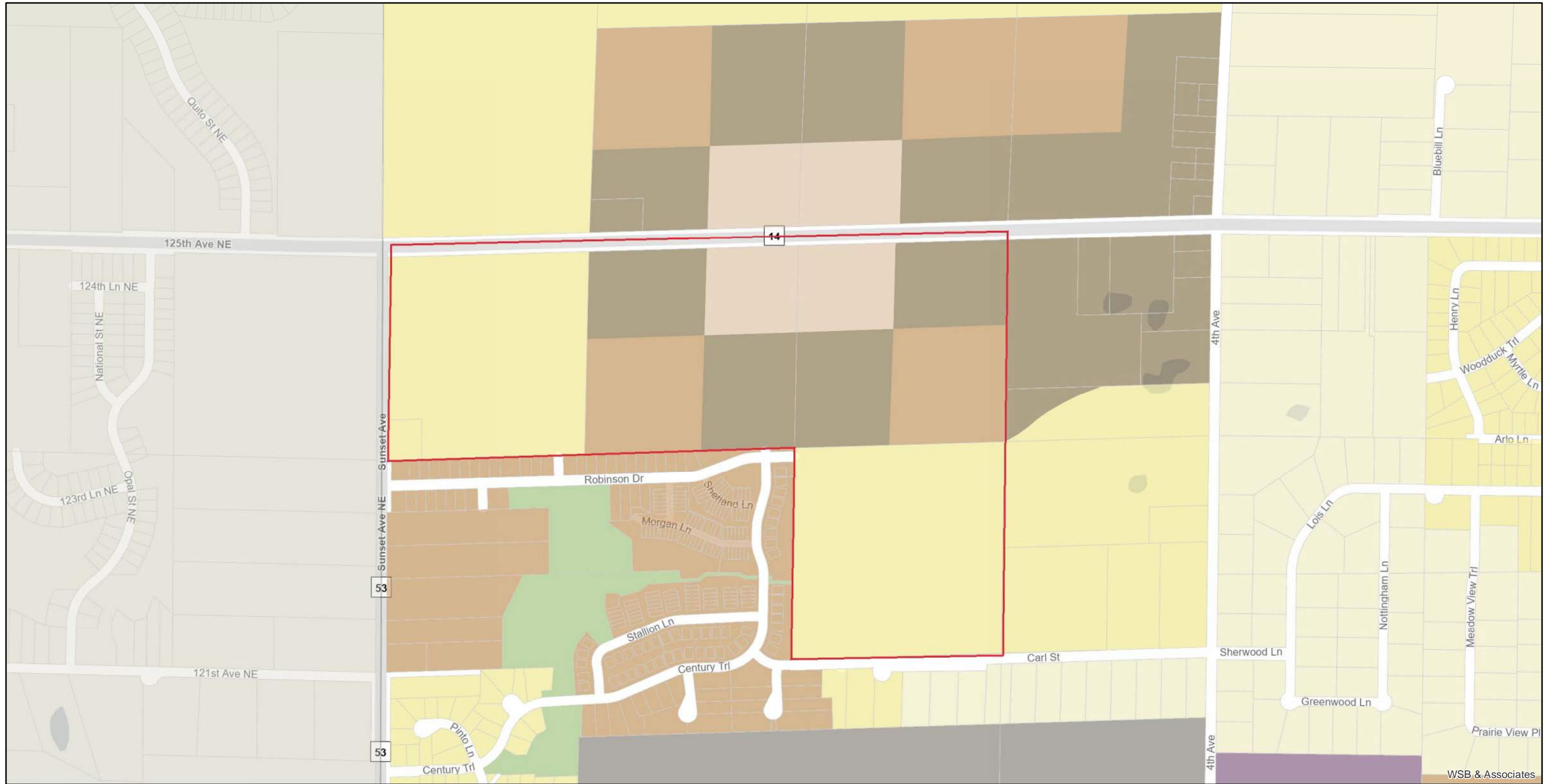


December 21, 2021

Map Powered By DataLink



Robinson Property-2040 Land Use Plan



- | | | |
|-------------------------------|----------------------------------|-------------------------|
| Parcels | Medium Density Residential | Town Center |
| Land Use - 2040 | High Density Residential | Business Campus |
| Permanent Rural | Planned Residential / Commercial | Industrial |
| Urban Reserve | Office Residential | Civic and Institutional |
| Low Density Residential | Signature Gateway District | Parks and Open Space |
| Low Density Mixed Residential | Commercial | Private Airfield |

1 in = 600 ft



December 21, 2021

Map Powered By DataLink



WSB & Associates

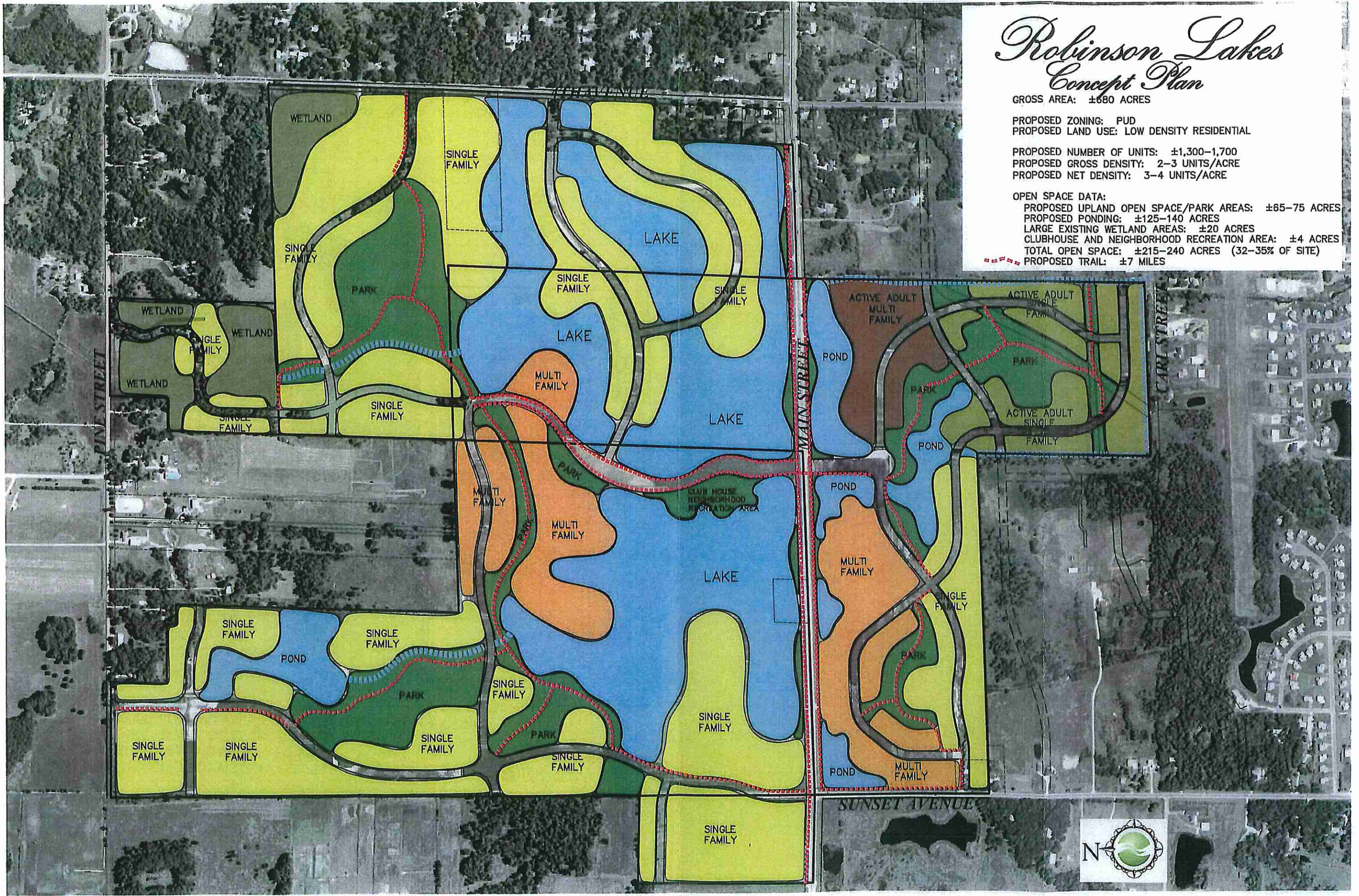
Robinson Lakes Concept Plan

GROSS AREA: ±680 ACRES

PROPOSED ZONING: PUD
PROPOSED LAND USE: LOW DENSITY RESIDENTIAL

PROPOSED NUMBER OF UNITS: ±1,300-1,700
PROPOSED GROSS DENSITY: 2-3 UNITS/ACRE
PROPOSED NET DENSITY: 3-4 UNITS/ACRE

OPEN SPACE DATA:
PROPOSED UPLAND OPEN SPACE/PARK AREAS: ±65-75 ACRES
PROPOSED PONDING: ±125-140 ACRES
LARGE EXISTING WETLAND AREAS: ±20 ACRES
CLUBHOUSE AND NEIGHBORHOOD RECREATION AREA: ±4 ACRES
TOTAL OPEN SPACE: ±215-240 ACRES (32-35% OF SITE)
PROPOSED TRAIL: ±7 MILES



CONCEPT PLAN SUBMITTAL NARRATIVE ROBINSON PROPERTY

Lino Lakes, Minnesota

December 13, 2021



Integrate Properties, LLC is pleased to submit the Concept Plan for the Robinson Property south of Main Street. We are interested in obtaining feedback and direction from the Commissions, City Council and City Staff as the development of this property will leave a legacy in the community. Included in this narrative are key items from the City Checklist.

DEVELOPMENT TEAM / CONSULTANTS:

Attorney:

Mr. Jeremy Duehr
Fredikson & Byron, PA
200 South Sixth Street, Suite 4000
Minneapolis, MN 55402

Surveyor:

Mr. Peter Goers, PLS
Alliant Engineering, Inc.
733 Marquette Avenue, Suite 700
Minneapolis, MN 55402

Land Planning:

Mr. Mark Rausch, PE
Alliant Engineering, Inc.
733 Marquette Avenue, Suite 700
Minneapolis, MN 55402

Engineering:

Mr. Mark Rausch, PE
Alliant Engineering, Inc.
733 Marquette Avenue, Suite 700
Minneapolis, MN 55402

Wetlands:

Mr. Mark Kjolhaug, PWS
Kjolhaug Environmental Services, Inc.
2500 Shadywood Road, Suite 130
Orono, MN 55331

Environmental:

Mr. Kevin Hoffman
Braun Intertec
11001 Hampshire Avenue South
Minneapolis, MN 55438

Geotechnical:

Mr. Henry Vloo, PE
Braun Intertec
11001 Hampshire Avenue South
Minneapolis, MN 55438

PROPERTY / DEVELOPMENT SITE INFORMATION:

Legal Description:

Parcel A

The Northeast Quarter of the Northwest Quarter of Section 7, Township 31, Range 22, Anoka County, Minnesota.

AND

The Northwest Quarter of the Northwest Quarter of Section 7, Township 31, Range 22, EXCEPT the south 250 of the west 250 feet thereof, Anoka County, Minnesota.

AND

The Northwest Quarter of the Northeast Quarter of Section 7, Township 31, Range 22, Anoka County, Minnesota.

AND

The Southwest Quarter of the Northeast Quarter of Section 7, Township 31, Range 22, Anoka County, Minnesota.

Abstract Property

Parcel B

The south 250 of the west 250 feet of the Northwest Quarter of the Northwest Quarter of Section 7, Township 31, Range 22, Anoka County, Minnesota.

Address: 310 Main Street, Lino Lakes, MN.

PIDs: Parcel A:
073122220001 = 37.5115 acres
073122210001 = 39.8440 acres
073122120001 = 39.7865 acres
073122130001 = 39.9127 acres

Total Acres "A": = 157.055 acres

Parcel B:
073122220002 = 1.4356 acres

Total Acres: 158.4903 ac

Existing Site Description

The development site is currently in use as part of the Robinson Landscaping, Inc. sod farm agricultural use. The property also includes a residence and buildings used for operation of the sod farm. The site topography is very flat with multiple ditches to provide drainage and an irrigation source.

The property is bound by Main Street (CSAH 14) to the north and Sunset Ave (CR 53) to the west. We have been working with the Anoka County Highway Department regarding their right of way needs for each roadway and to request preliminary feedback on potential roadway access points. The County has indicated roadway access will be made available to the property, and provided a general guideline for locating new access points as depicted on the Concept Plan. Additionally, the County has requested 75-feet of Right of Way dedication from the centerline of Main Street and 60-feet of Right of Way dedication from the centerline of Sunset Avenue; both requests are depicted on the Concept Plan.

Other roadway access points have been provided to the property through the Century Farm development to the south at Cardinal Way, Robinson Drive, and Century Trail. Additionally, a pedestrian trail has been stubbed to the property from Century Farm Addition to the south, just west of the Cardinal Way street connection.

Adequate public water and sanitary sewer is available to the property from Century Farm development to the south at Cardinal Way, Robinson Drive, and Century Trail.

The development site has been historically used for agriculture and currently has no significant tree removal required to construct the development.

Braun Intertec performed a Geotechnical Evaluation Report, dated November 29, 2021, on the site. The results are summarized below, with peat levels ranging from 0.5-feet to 8-feet in depth and water levels ranging from 4-feet to 9-feet in depth.

Table 1. Subsurface Profile Summary*

Strata	Soil Type - ASTM Classification	Range of Penetration Resistances	Commentary and Details
Topsoil / Swamp Deposits	PT, OL, CL, SM	N/A	<ul style="list-style-type: none"> ▪ Mostly peat with lesser amounts of organic clay, lean clay, and silty sand. ▪ Thicknesses at boring locations ranged from about 1/2 to 8 1/2 feet. ▪ Black and dark brown in color. ▪ Moisture condition generally moist.
Alluvial Deposits	SP, SP-SM, SM, ML	2 to 14 BPF	<ul style="list-style-type: none"> ▪ Mixture of poorly graded sand, poorly graded sand with silt, silty sand, sandy silt, and silt. ▪ Generally brown to gray in color. ▪ Moisture condition generally moist to wet.

*Abbreviations defined in the attached Descriptive Terminology of Soil sheet.

Land use and Zoning Designations

The development property is guided for several different land uses within the City's 2040 Comprehensive Plan including:

- Low Density Residential
- Medium Density Residential
- High Density Residential
- Planned Residential/Commercial.

Land uses for properties adjacent to the site are guided with consistent uses:

- To West: City limits with Blaine (Lino Lakes land use N/A)
- To North: Includes a similar combination of all 4 land uses on the development site
- To East: High density residential and low density residential
- To South: Medium density residential and low density residential.

The development site is currently zoned entirely as R - Rural. The requested zoning for the site will establish a PUD zoning for the entire development site, compatible and consistent with the City's goals and objectives for the property.

The zoning for the properties abutting the site include:

- To West: City limits with Blaine (Lino Lakes zoning N/A)
- To North: R - Rural
- To East: R - Rural
- To South: PUD (mixed residential neighborhood)

DEVELOPMENT FEEDBACK REQUEST

The applicant proposes to provide the City of Lino Lakes with a residential development that includes a variety of housing options catering to all spectrums of consumers from millennials to empty nesters to satisfy the market demand. These housing styles will be grouped together within clusters or pods as follows:

- 50-foot wide single-family lots
- 55-foot wide single-family lots
- 65-foot wide single-family lots
- Row style townhomes
- Back-to-back style townhomes
- Structured multi-family housing

The development will create substantial ponding and lake areas that will be an amenity to the various housing types proposed within the project. The main County ditch system will be preserved and protected while the newly created ponding and lakes will provide for stormwater management goals and infrastructure improvements to the adjacent offsite roadway.

The allowable density range for the property is depicted below in the table by both Property ID and by the Comprehensive Plan Guidance. The density ranges from a minimum of 531 units to a maximum of 764 units at full development.

ROBINSON FARM: SOUTH OF MAIN STREET
2040 Comprehensive Plan - Land Use Density Analysis

ORGANIZED BY PID

PID	Map #	Zoning	Comp Plan	Gross Acres	Net Acres	Allowed Units per Acre		Allowed # Units	
						Low	High	Low	High
07-31-22-22-0001	1	R, Rural	Low Density Res	37.5115	32.4451	1.6	3.0	52	97
07-31-22-21-0001	4	R, Rural	Medium Density Res (25%)	9.9610	8.9785	4.0	6.0	36	54
	2	R, Rural	High Density Res(50%)	19.9220	17.9571	6.0	8.0	108	144
	3	R, Rural	Planned Res / Comm (25%)	9.9610	8.9785	8.0	10.0	72	90
07-31-22-12-0001	7	R, Rural	Medium Density Res (25%)	9.9466	8.8574	4.0	6.0	35	53
	6	R, Rural	High Density Res (50%)	19.8933	17.7149	6.0	8.0	106	142
	5	R, Rural	Planned Res / Comm (25%)	9.9466	8.8574	8.0	10.0	71	89
07-31-22-13-0001	8	R, Rural	Low Density Res	39.9127	32.0610	1.6	3.0	51	96
TOTAL				157.0547	135.8499			531	764
GROSS DENSITY								3.4	4.9
NET DENSITY								3.9	5.6

ORGANIZED BY COMPREHENSIVE PLAN GUIDANCE

Comp Plan	Gross Acres	Net Acres	Allowed Units per Acre		Allowed # Units	
			Low	High	Low	High
Low Density Res	77.4	64.5	1.6	3.0	103	194
Medium Density Res	19.9	17.8	4.0	6.0	71	107
High Density Res	39.8	35.7	6.0	8.0	214	285
Planned Res / Comm	19.9	17.8	8.0	10.0	143	178
TOTAL	157.1	135.8			531	764
GROSS DENSITY					3.4	4.9
NET DENSITY					3.9	5.6

** Density Calculations are based upon Net Acres (Gross Acres - ROW - Wetlands)*

The proposed Concept Plan provides for a total of 710 units on the site, which falls within the density range for the property provided in the 2040 Comprehensive Plan. The Concept Plan provides for the following diversification of housing types totaling the 710 units:

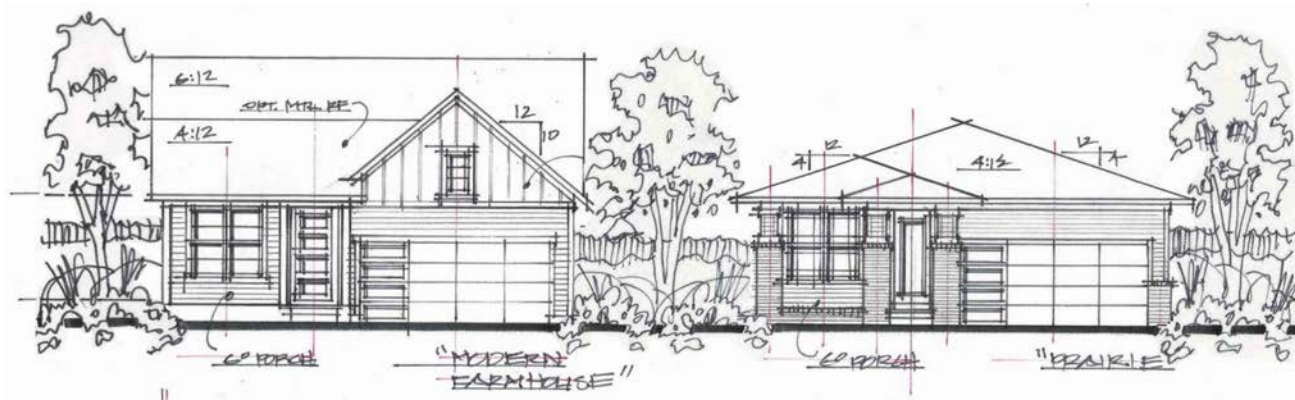
- 65-foot wide Single Family Lots: 98
- 55-foot wide Single Family Lots: 82
- 50-foot wide Single Family Lots: 83
- Row Townhomes: 100
- Rowhomes (Back to Back & Row): 64
- Structured Multi Family Housing: 280
- **TOTAL HOUSING UNITS: 710 UNITS**

We believe the proposed development plan is consistent with the City of Lino Lakes goals for the property. The following is a summary of primary project elements currently proposed:

- 710 new housing units with a variety of types, sizes and affordability.
- Infrastructure improvements to adjacent County roadways.
- Public right of way dedication for Main St (CSAH 14) and Sunset Ave (CR 53).
- Preservation of most of the onsite ditch/wetland areas.
- Wetland buffer creation in accordance with requirements where necessary.
- HOA maintained community.
- Extension of sanitary sewer and water main for future development to the north and east.
- Installation of stormwater management facilities to provide volume control, water quality and rate control for runoff from the new roadway surfaces prior to discharge.
- Extension of public trailways and sidewalks for pedestrian connectivity.
- Extension of collector roadways for regional transportation use.
- Comprehensive development landscape plan with perimeter fencing and landscaping.

HOUSING TYPE EXAMPLES

50' wide single-family lots



55' wide single-family lots:



65' wide single-family lots:



Row style townhomes:





FRONT ELEVATION ROWHOMES

Back-to-back style townhomes:



FRONT ELEVATION TOWNHOMES



SIDE ELEVATION TOWNHOMES

Structured multi-family housing:



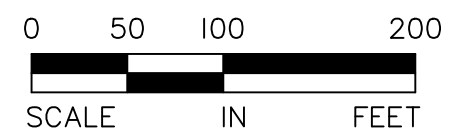
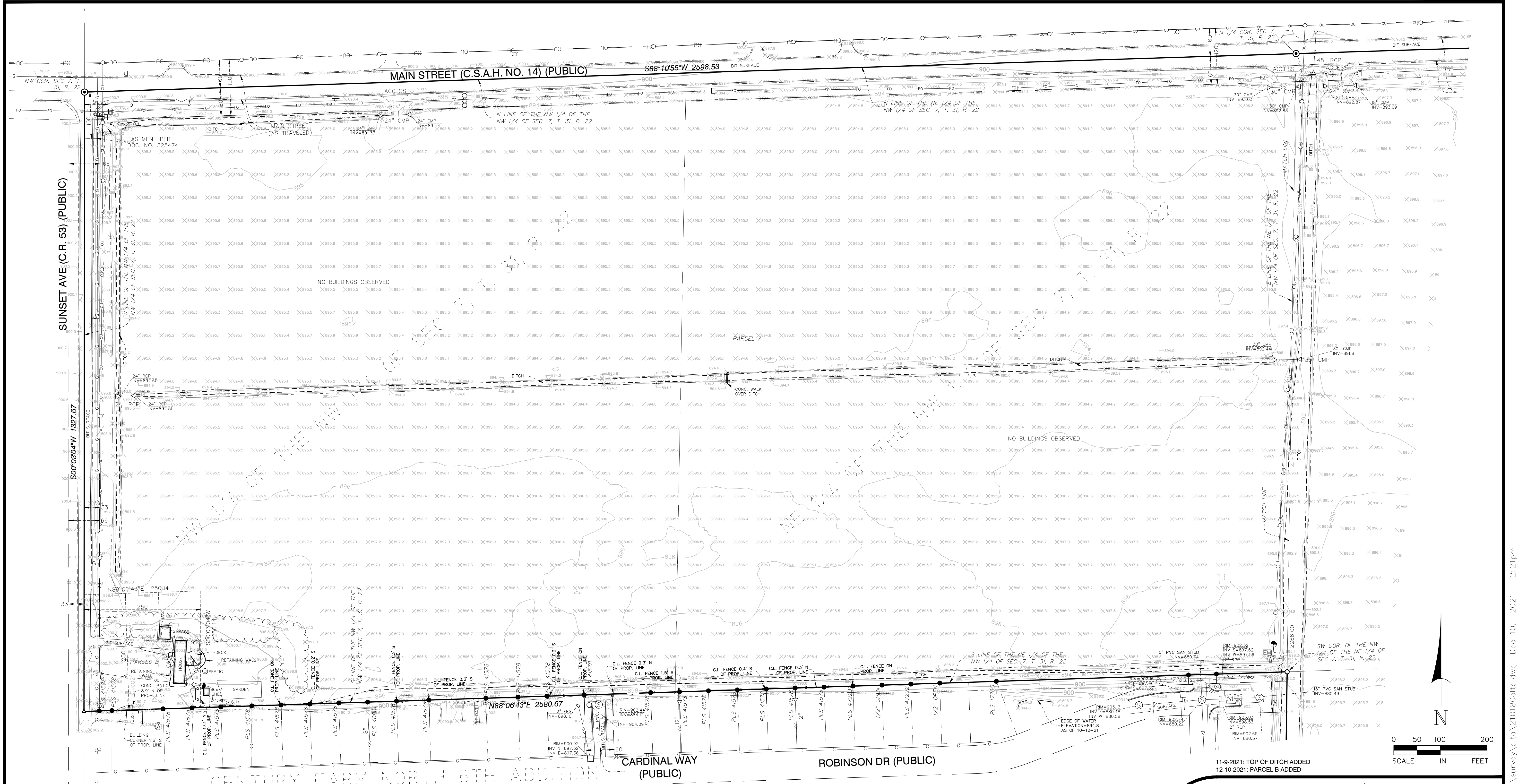
TIMING/PHASING/STAGING

The entire site will be mass graded in one phase to allow for the creation of the storm water ponds and lakes. Development of the neighborhood clusters with utilities and streets will be completed in multiple phases based on market demand.

Mass grading is anticipated to begin Winter 2023 with the first phase of utilities and streets completed by July 2023. Home construction is anticipated to begin July 2023 with a full build out of the community taking place over four to five years.

CONCLUSION

The applicant respectfully requests feedback and direction on the concept plan and planned unit development from the Commissions, City Council and City Staff. We believe the concept plan will allow for a residential land use consistent with City's goals and objectives for this area and create a community that will enhance Lino Lakes and the surrounding area.



PROPERTY DESCRIPTION

Parcel A
The Northeast Quarter of the Northwest Quarter of Section 7, Township 31, Range 22, Anoka County, Minnesota.

AND

The Northwest Quarter of the Northwest Quarter of Section 7, Township 31, Range 22, EXCEPT the south 250 of the west 250 feet thereof, Anoka County, Minnesota.

AND

The Northwest Quarter of the Northeast Quarter of Section 7, Township 31, Range 22, Anoka County, Minnesota.

AND

The Southwest Quarter of the Northeast Quarter of Section 7, Township 31, Range 22, Anoka County, Minnesota.

Abstract Property

Parcel B
The south 250 of the west 250 feet of the Northwest Quarter of the Northwest Quarter of Section 7, Township 31, Range 22, Anoka County, Minnesota.

NOTES

- The basis of bearings based on Anoka County Coordinate System NAD (96 Adj.)
- All distances are in feet.
- The property has vehicular access to Main Street via gravel drives.
- The locations of existing public utilities on or serving the property are depicted based on Gopher State One Call Ticket No. 212651615, 212651616, 212651617 & 212651618, available city maps, records and observed evidence locations. Lacking excavation, underground utility locations may not be exact. Verify critical utilities prior to construction or design.
- Benchmark: Anoka County benchmark no. 2009, located in the NE 1/4 of Sec. 7, T. 31, R. 22, on the SW corner of Main Street (C.S.A.H. No. 14) and Fourth Ave located on the NE corner of the fiberglass pad for the electric box and has an elevation of 902.805 ft (NAVD 88).
- The area of the above described property is: 6,903,837 square feet or 158,490 acres
Area minus R/W: 6,627,639 square feet or 152,150 acres

LEGEND

○ SET CAP IRON MONUMENT 44110	⊕ WELL	— G — GAS
● FOUND IRON MONUMENT	⊖ ELECTRIC METER	— S — SANITARY SEWER
▲ SET NAIL 44110	⊗ GAS METER	— ST — STORM SEWER
⊙ ANOKA CO. C.I.M.	⊖ ELECTRIC METER	— W — WATERMAIN
⊖ COMMUNICATION BOX	⊖ HAND HOLE	— FO — FIBER OPTIC
⊖ SANITARY MANHOLE	⊖ FIBER OPTIC BOX	— OU — OVERHEAD UTILITY
⊖ CATCH BASIN	⊖ SANITARY CLEAN OUT	— E — UNDERGROUND ELECTRIC
⊖ POWER POLE	⊖ SIGN	— X — FENCE
⊖ GUY WIRE	⊖ ELECTRIC METER	— G — GRAVEL
⊖ GUY POLE	⊖ CULVERT	— E — EDGE OF WATER/DITCH
⊖ LIGHT POLE	⊖ MAILBOX	— T — EDGE OF TREES
⊖ WATER VALVE	⊖ BOLLARD	— C — CONCRETE
⊖ FIRE HYDRANT		— D — TOP OF DITCH

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Minneapolis, MN 55402
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612.758.3099 FAX
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310 MAIN STREET
EXISTING CONDITIONS SURVEY
LINO LAKES, MINNESOTA

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the state of Minnesota.

PETER GOERS
 Print Name

Signature:
 Date: October 29, 2021 License Number: 44110

FIELD	PG.RS.EL
DRAWN BY	JDT
CHECKED BY	PG
DATE ISSUED	10/29/2021
SCALE	1"=100'
JOB NO.	21-0180

Drawing name: X:\2021\210180.dwg Survey\alpha\10180.dwg Dec 10, 2021 - 2:21pm



LEGEND

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 - FOUND IRON MONUMENT
 - ▲ SET NAIL 4410
 - ⊙ ANOKA CO. C.I.M.
 - ⊠ COMMUNICATION BOX
 - ⊕ SANITARY MANHOLE
 - ⊞ CATCH BASIN
 - ⊗ POWER POLE
 - ⊘ GUY WIRE
 - ⊙ LIGHT POLE
 - ⊗ WATER VALVE
 - ⊘ FIRE HYDRANT
 - ⊙ WELL
 - ⊞ ELECTRIC METER
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 - ⊞ ELECTRIC METER
 - ⊞ HAND HOLE
 - ⊞ FIBER OPTIC BOX
 - ⊞ SANITARY CLEAN OUT
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 - ⊞ ELECTRIC METER
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 - ⊞ MAILBOX
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 - x FENCE
 - GRAVEL
 - EDGE OF WATER/DITCH
 - EDGE OF TREES
 - CONCRETE
 - TOP OF DITCH

11-9-2021: TOP OF DITCH ADDED
 12-10-2021: PARCEL B ADDED

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I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the state of Minnesota.

PETER GOERS
 Print Name

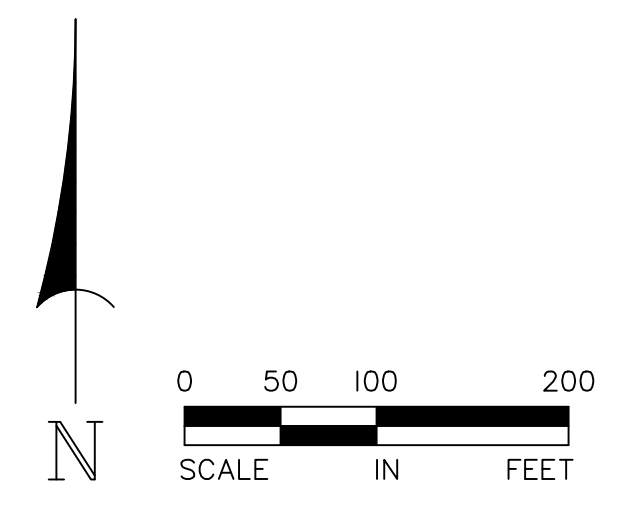
Signature
 October 29, 2021
 Date

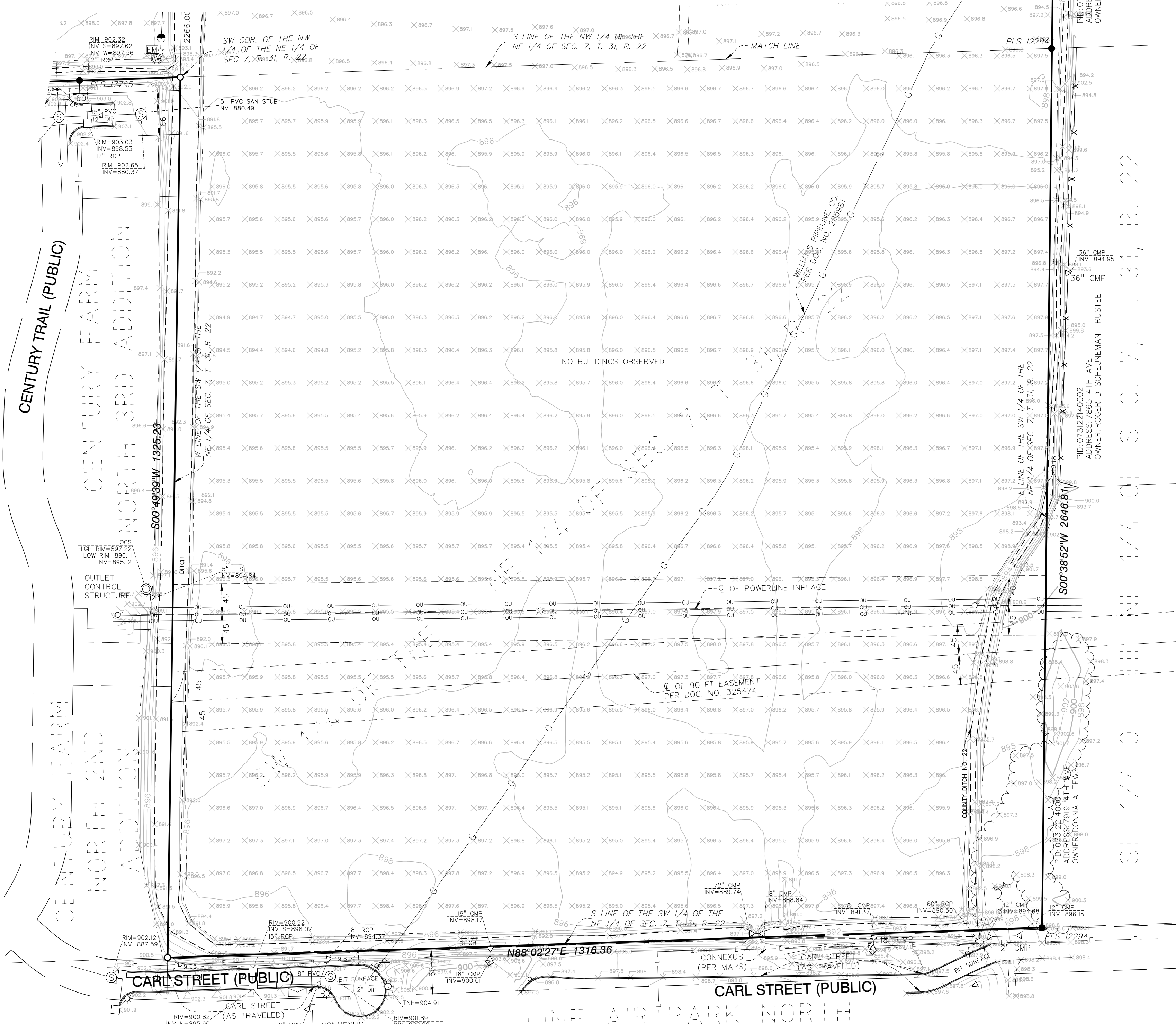
44110
 License Number

**310 MAIN STREET
 EXISTING CONDITIONS SURVEY**

LINO LAKES, MINNESOTA

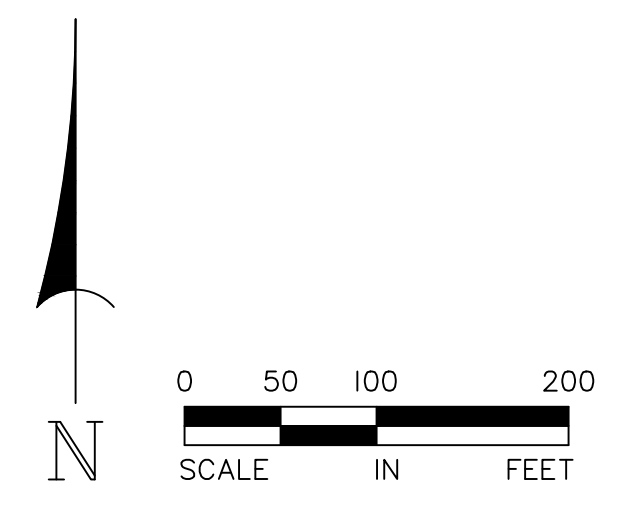
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DRAWN BY	JDT
CHECKED BY	PG
DATE ISSUED	10/29/2021
SCALE	1"=100'
JOB NO.	21-0180





LEGEND

- SET CAP IRON MONUMENT 44110
 - FOUND IRON MONUMENT
 - ▲ SET NAIL 44110
 - ⊙ ANOKA CO. C.I.M.
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 - W — EDGE OF WATER/DITCH
 - T — EDGE OF TREES
 - C — CONCRETE
 - D — TOP OF DITCH



11-9-2021: TOP OF DITCH ADDED
12-10-2021: PARCEL B ADDED

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I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the state of Minnesota.

PETER GOERS
Print Name

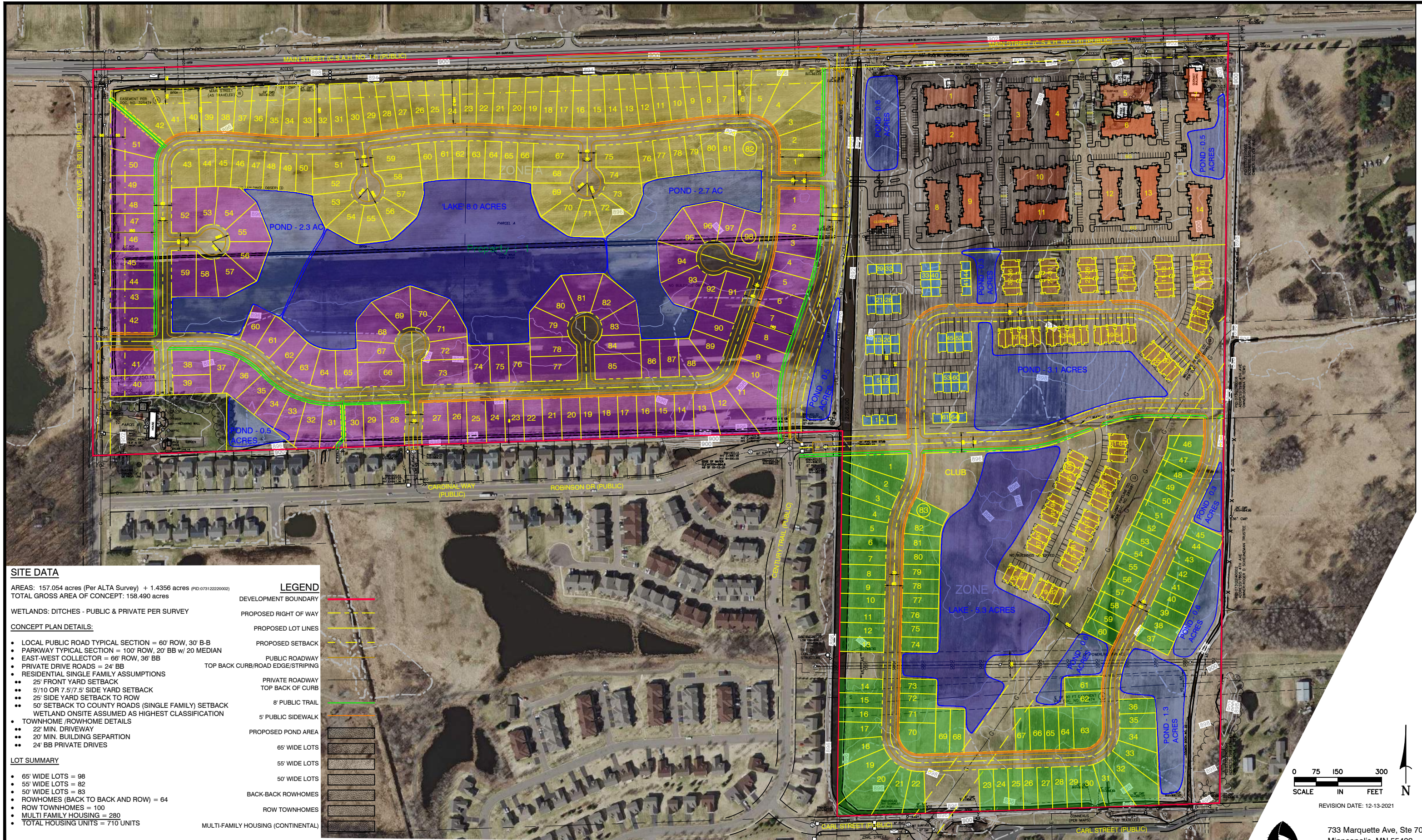
Signature: *[Signature]*
October 29, 2021
Date

44110
License Number

310 MAIN STREET EXISTING CONDITIONS SURVEY
LINO LAKES, MINNESOTA

FIELD	PG,RS,EL
DRAWN BY	JDT
CHECKED BY	PG
DATE ISSUED	10/29/2021
SCALE	1"=100'
JOB NO.	21-0180

Drawing name: X:\2021\210180\7survey\alta\210180alta.dwg Dec 10, 2021 - 1:55pm



SITE DATA

AREAS: 157.054 acres (Per ALTA Survey) + 1.4356 acres (PID:073122220002)
 TOTAL GROSS AREA OF CONCEPT: 158.490 acres

WETLANDS: DITCHES - PUBLIC & PRIVATE PER SURVEY

CONCEPT PLAN DETAILS:

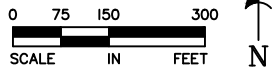
- LOCAL PUBLIC ROAD TYPICAL SECTION = 60' ROW, 30' B-B
- PARKWAY TYPICAL SECTION = 100' ROW, 20' BB w/ 20' MEDIAN
- EAST-WEST COLLECTOR = 66' ROW, 36' BB
- PRIVATE DRIVE ROADS = 24' BB
- RESIDENTIAL SINGLE FAMILY ASSUMPTIONS
 - 25' FRONT YARD SETBACK
 - 5/10 OR 7.5/7.5' SIDE YARD SETBACK
 - 25' SIDE YARD SETBACK TO ROW
 - 50' SETBACK TO COUNTY ROADS (SINGLE FAMILY) SETBACK
- WETLAND ONSITE ASSUMED AS HIGHEST CLASSIFICATION
- TOWNHOME /ROWHOME DETAILS
 - 22' MIN. DRIVEWAY
 - 20' MIN. BUILDING SEPARATION
 - 24' BB PRIVATE DRIVES

LOT SUMMARY

- 65' WIDE LOTS = 98
- 55' WIDE LOTS = 82
- 50' WIDE LOTS = 83
- ROWHOMES (BACK TO BACK AND ROW) = 64
- ROW TOWNHOMES = 100
- MULTI FAMILY HOUSING = 280
- TOTAL HOUSING UNITS = 710 UNITS

LEGEND

DEVELOPMENT BOUNDARY	
PROPOSED RIGHT OF WAY	
PROPOSED LOT LINES	
PROPOSED SETBACK	
PUBLIC ROADWAY	
TOP BACK CURB/ROAD EDGE/STRIPING	
PRIVATE ROADWAY	
TOP BACK OF CURB	
8' PUBLIC TRAIL	
5' PUBLIC SIDEWALK	
PROPOSED POND AREA	
65' WIDE LOTS	
55' WIDE LOTS	
50' WIDE LOTS	
BACK-BACK ROWHOMES	
ROW TOWNHOMES	
MULTI-FAMILY HOUSING (CONTINENTAL)	

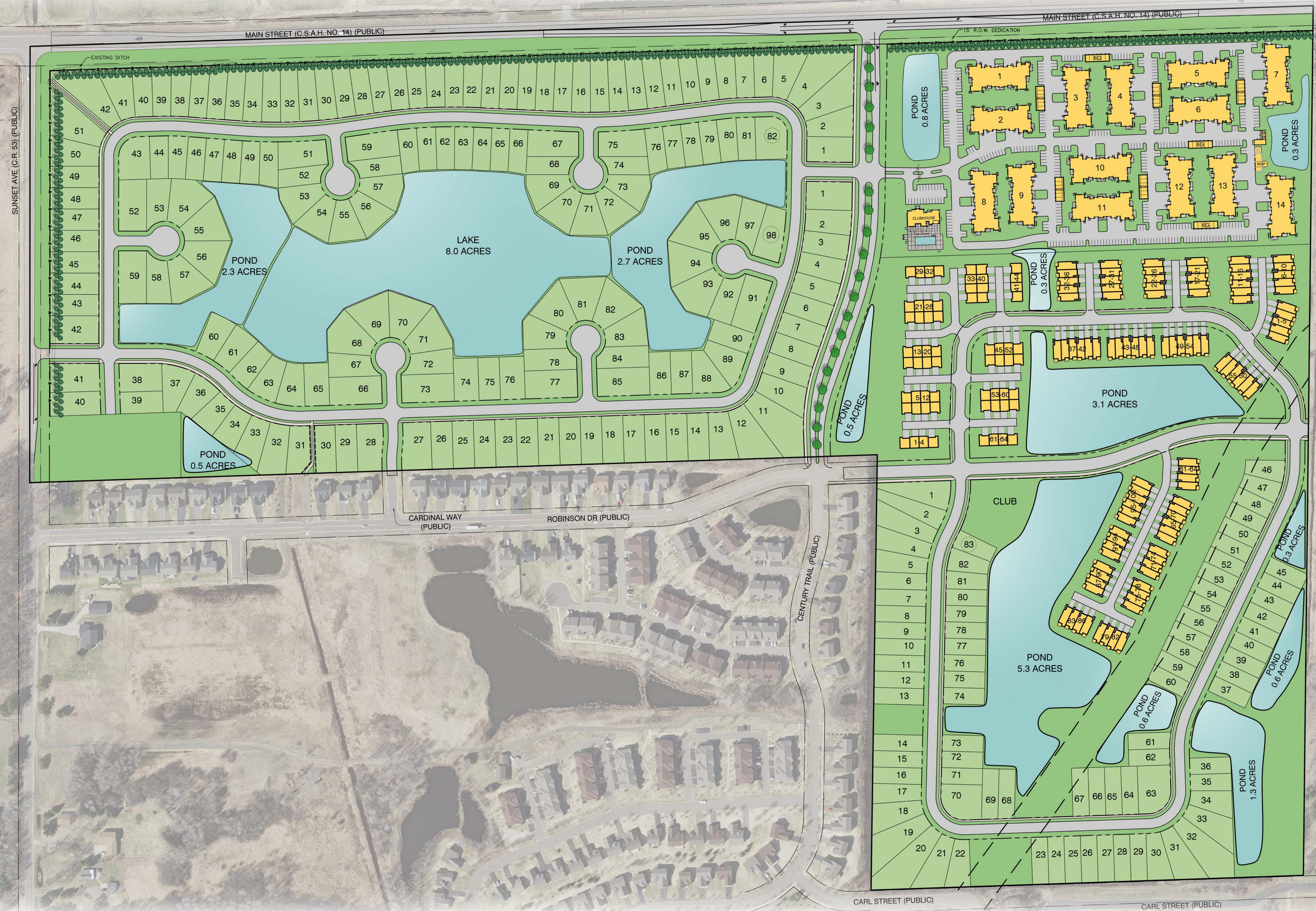


REVISION DATE: 12-13-2021

ROBINSON PROPERTY - CONCEPT PLAN
LINO LAKES, MINNESOTA

ALLIANT ENGINEERING

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ROBINSON PROPERTY

LINO LAKES, MN

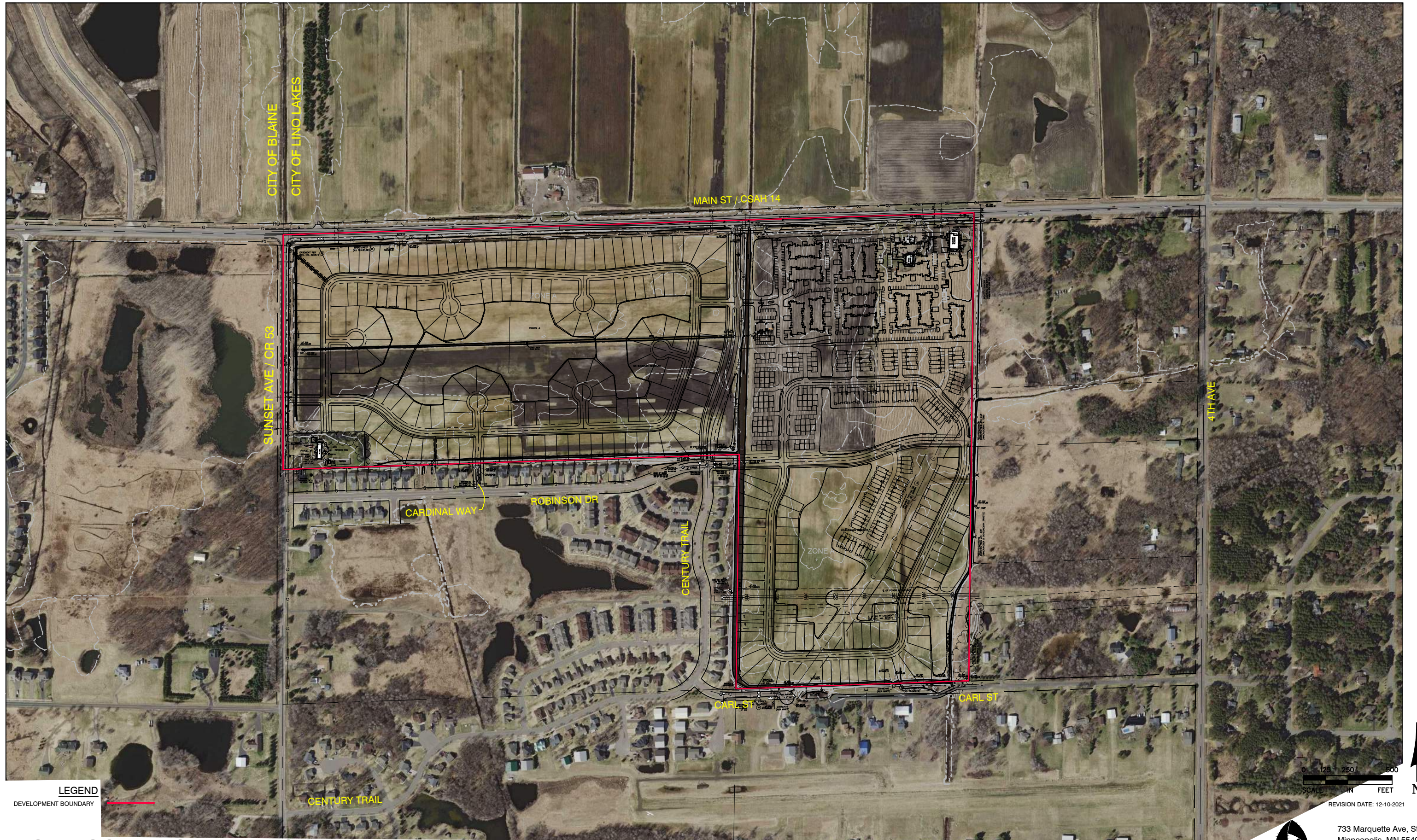
Integrate Properties, LLC



ALLIANT

12-3-2021

Drawing name: X:\2021\210180.7\concepts\Robinson Property - Concept C.dwg Dec 13, 2021 - 8:31am



LEGEND

DEVELOPMENT BOUNDARY



REVISION DATE: 12-10-2021

ROBINSON PROPERTY - SURROUNDING MAP
LINO LAKES, MINNESOTA



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Memorandum

To: Katie Larsen, City Planner, City of Lino Lakes
From: Diane Hankee, City Engineer, City of Lino Lakes
Date: January 5, 2022
Re: Robinson Property Concept Plan

WSB has reviewed the Robinson Property Concept Plan for a 710 unit PUD prepared by Integrate Properties, LLC and submitted on December 13, 2021. The site is located south of Main Street (CSAH 14), east of Sunset Avenue (CSAH 53), and north of Robinson Drive and Carl Street. An Environmental Assessment Worksheet was not provided and should be completed for this site.

Engineering

- **Erosion Control & Grading**

The proposed Robinson Property project would require mass site grading, appurtenant erosion control, and a SWPPP.

- **Stormwater Management**

The Robinson Property is drained by a series of private ditches and roadway ditches west of Sunset Avenue (CSAH 53) and south of Main Street (CSAH 14) that tie into Anoka County public ditch 10-22-32 (ACD 10-22-32). ACD 10-22-32 flows south through the Robinson Property to Carl Street. ACD 10-22-32 continues south under Carl Street and ultimately discharges to Marshan Lake. Anoka County should review the preliminary drainage design and site access concurrent to the City's preliminary plat reviews.

Most of the site is within the City's General Floodplain District (FEMA Zone A) and, according to the Geotechnical Evaluation Report cited in the Concept Plan Submittal, groundwater levels range from 4-feet to 9-feet in depth. The applicant will be required to meet all City of Lino Lakes ordinances and RCWD rules for surface water management.

The Robinson Property is in the Marshan Resource Management Unit (RMU) according to the City of Lino Lakes 2018 Local Water Management Plan (WMP). The WMP noted several issues within the Marshan RMU, including the following issue pertinent to the Robinson Property: "*ACD 10-22-32 is ineffective for future urban runoff volumes.*" (Appendix B). A strategy for mitigating this issue specific to the Robinson Property noted in the WMP was: "*Proposed master community plan for sod fields*" (Appendix B). In addition, the WMP identified existing and future flooding and pollutant loading concerns within the RMU, including Marshan Lake and adjacent wetlands and ACD 10-22-32 (Table 2-21).

WMP Goal 4.1 is to "*Provide adequate storage and conveyance of runoff to protect public safety and minimize property damage.*" To address the City's flooding concerns in accordance with this goal, implementing stormwater rate and volume control practices where feasible throughout the Robinson Property will be critical. Sufficient freeboard must be provided for proposed structures above the seasonal high groundwater levels and floodplain elevations in compliance with City Ordinance Chapter 1102 (Stormwater, Erosion and Sediment Control) and RCWD Rule C (Stormwater Management). Ditch conveyance capacity along Sunset Avenue (CSAH 53) and Main Street (CSAH

14) should be maintained and street entrance ditch crossings should utilize large and/or multiple pipe or box culverts. City and RCWD regulatory floodplain management requirements will also need to be met (See *Floodplain* below).

WMP Goal 7.2 is to “*Ensure that well-planned, quality residential...development accommodates the City’s projected growth needs and occurs in a manner that also conserves and enhances the City’s natural resources and amenities.*” To assist the City in meeting this goal, the applicant should provide the following for the proposed stormwater ponds and lakes: 1) shoreline geometry that more closely resembles natural bodies of water, 2) buffers for natural vegetation and high-water level bounce, 3) areas for future maintenance activities (e.g., pond/lake dredge material removal and dewatering) and 4) differentiation of the water quality and quantity function, goal, and design of both.

- **Water Supply**

The existing properties are identified as a Stage 1A and 1B Planned Service Areas in the 2040 Comprehensive Plan. There is existing 12-inch diameter ductile iron pipe (DIP) water main along Robinson Drive and Century Trail south of the site and a 8-inch DIP water main on Carl Street (west cul-de-sac). There is a 10-inch DIP water stub for the Robinson Property off of Cardinal Way and two 12-inch diameter DIP water main stubs at the intersection of Robinson Drive and Century Trail.

It is feasible to extend the water main to service the proposed lots. However, the size of the water main will have to be determined and the water main will need to be looped through the site. All proposed units will be required to connect to the City’s water system.

- **Sanitary Sewer**

The existing properties are identified as a Stage 1A and 1B Planned Service Areas in the 2040 Comprehensive Plan and they are located in the 2I sanitary sub-district. There is existing 12-inch diameter polyvinyl chloride (PVC) sanitary sewer along Robinson Drive and 15-inch diameter PVC sanitary sewer along Century Trail. A sewer stub extends to the north from the manhole at the intersection of Robinson Drive and Century Trail with an invert of 879.78. There is a sanitary manhole at the north end of Cardinal Way with an invert of 883.18. The sanitary sewer on Cardinal Way is 10-inch diameter PVC. Inverts are according to record plans for the Century Farms North development.

The 2040 Comprehensive Plan identifies future 10-inch diameter and 15-inch diameter trunk lines within the site. The 2040 Comprehensive Plan also identifies future forcemain along Sunset Avenue (CSAH 53) to the west of the site and future 10-inch and 12-inch trunk lines along Main Street (CSAH 14) north of the site.

All proposed units will be required to connect to the City’s sanitary sewer system.

- **Transportation**

The Robinson Property is located south of Main Street (CSAH 14), east of Sunset Avenue (CSAH 53) north of Robinson Drive and east of Century Trail. The concept plan includes an extension of Century Trail from Robinson Drive to Main Street (CSAH 14), extension of Robinson Drive to the east property line, a connection from the site to Robinson Drive at Cardinal Way and a new street access to Sunset Avenue (CSAH 53) between Robinson Drive and Main Street (CSAH 14).

The following summarizes the data and analysis from the city’s 2040 Comprehensive Plan.

Roadway	Functional Classification	Existing ADT	Existing Roadway section	Projected 2040 ADT	Projected Post 2040 ADT	Recommended Improvements
Main St (CSAH 14)	Principal Arterial	8,400	2-lane	13,700	28,000	Widen to a 4-Lane section
Sunset Ave (CSAH 53)	Major Collector	2,400	2-lane	2,900	9,000	
Robinson Dr	Minor Collector	na	2-lane	na	na	Extension as a 2-lane section from Century Trl to 4 th Ave to Wood Duck Trl
Century Trl	Minor Collector	na	2-lane	na	na	Extension as a 2-lane section from Robinson Dr to Main St (CSAH 14)
Cardinal Way	Local	na	2-lane	na	na	Connection to development local street
Carl St	Local	na	2-lane	na	na	Complete east/west connection and connection to development local street (currently not included in Concept Plan)

Based on the review of the Concept Plan the following was concluded:

- The Concept Plan is generally consistent with the Transportation Section of the City's 2040 Comprehensive Plan.
- The completion of Carl Street and a connection to the proposed site development streets should be included with the development plan.
- A Traffic Impact Study (TIS) should be completed to document the traffic operational and safety impacts of the proposed development. The analysis would determine the turn lane and traffic control needs at the adjacent intersections and site access streets.
- A second access to the multi-family area should be provided.
- The City's Comprehensive Plan identifies two trail segments and a greenway through or adjacent to the proposed development. One provides a connection adjacent to Century Trail from the existing trail along Robinson Drive and the other is a new trail through the site from Century Farms North Park to the Main Street (CSAH 14) at Sunset Avenue (CSAH 53) intersection. These trails should be included as part of the Concept Plan.

- **Wetlands**

The site includes wetlands along the ditches and in the area north of Carl Street. An approved wetland delineation will be required. The applicant will need to work with RCWD for Wetland Conservation Act regulations.

- **Landscaping**

The landscaping will be reviewed with future submittals.

- **Floodplain**

Most of the site is within the City's General Floodplain District (FEMA Zone A). A Base Flood Elevation will need to be determined and approved by FEMA. A LOMR will be required. RCWD will require floodplain mitigation.

- **Drainage and Utility Easements**

Per City Code, the City requires 10-ft wide drainage and utility (D&U) easements along plat

boundaries and along lot lines. Drainage and utility easements along lot lines are allowed to be centered on common rear and side lot lines.

All trails will be required to be within D&U easements at the time of platting. Separate trail easements will need to be documented after the plat has been approved.

The right-of-way for local collector roadways, Century Trail and Robinson Drive, shall be 66-ft wide. All other local roads shall have designated right-of-way that is 60-ft wide.

- **Development Agreement**

A Development Agreement will be required with the final platting process.

- **Stormwater Maintenance Agreement**

A Stormwater Maintenance Agreement will be required with the final plat. Public facilities will be covered by the City's Programmatic Maintenance Agreement.

- **Permits Required**

1. NPDES General Construction Permit
2. City of Lino Lakes Zoning Permit for Construction
3. Minnesota Pollution Control Agency Sanitary Sewer Extension Permit
4. Minnesota Department of Health
5. Rice Creek Watershed Permit
6. Anoka County Right-of-Way and Access Permit
7. USACE for Wetland Alteration
8. FEMA LOMR

If you or the applicant has any questions regarding these comments, please contact Diane Hanke at (651) 982-2430 or dhankee@linolakes.us. You may also contact Kelsey Gelhar at (612) 709-4897 or kgelhar@wsbeng.com.



Environmental Memo

To: Katie Larsen

From: Andy Nelson

Date: January 5th, 2022

Re: Environmental Board Comments/January 4th, 2022/Robinson Property

The Environmental Board, at their January 4th, 2022 meeting, had the following recommendations for Robinson Property Concept Plan:

1. A multi-functional, cohesive Greenway System plan shall be incorporated into the development, including trails, open space, natural areas, wetland and buffers, stormwater management features, and floodplain management.
2. A diverse mix of native plants and plants beneficial to pollinators shall be utilized wherever possible and/or practical. This should include vegetative buffers around wetlands and stormwater management features, and also in required open space and landscape plantings.
3. Wider native vegetation buffers should be included adjacent to ponds, including on rear lot lines.

From: [Brandon T. Ulvenes](#)
To: [Katie Larsen](#)
Cc: [Logan J. Keehr](#); [Jane Rose](#); [Nicholas Dobda](#); [Jerry J. Auge](#); [Sean Thiel](#); [Jason Orcutt](#); [Jack Forslund](#)
Subject: ACHD Preliminary Comments on Robinson Development
Date: Friday, January 7, 2022 12:24:15 PM
Attachments: [image001.png](#)
[image002.png](#)

Caution: This email originated outside our organization; please use caution.

Good Afternoon –

Per your request, our development review team has a look at the concept plans for the Robinson Property along Main St (CSAH 14). Below are our preliminary comments and thoughts on this site. Please note that when ready, the preliminary plat will still be required to go through the standard formal review process at the County.

The County has some concerns with the proposed access points onto CSAH 14 and CSAH 53. Due to the magnitude of the development being proposed, a traffic impact analysis will need to be completed for the development area for Anoka County review and approval. It will need to take into account the directional distribution of the trips to be generated, access spacing, intersection sight distance, intersection operations, safety, intersection control alternatives, recommended geometric improvements, right-of-way needs and impacts, intersection queuing, levels of service, impacts of delays, etc. on the county highways and intersections that will be impacted by this development. The traffic impact analysis should also ensure that the proposed access scheme will be compatible with any potential future development projects north of CSAH 14.

The traffic impact study should define a functional intersection control type for the new street access points onto the county highway system, whether they are roundabout, right-in/right-out, three-quarter, or signalized intersection with full turn lanes. (Please note, the County has an unfunded project identified in our 5 Year HIP for the construction of a single lane roundabout at the intersection of CSAH 14 and CR 53, targeted for 2024. We had concerns regarding safety and operations of this intersection, even without the added traffic from this proposed development). Also note that per standard, the costs to implement the recommendations are typically borne by the developer.

Some specific concerns and feedback we have are:

- The proposed full access onto CR 53 appears to be too close to the existing access for Robinson Dr. It is our recommendation that one of these accesses would need to be a RI/RO. As proposed, the two full access locations do not meet County spacing guidelines. Whether the full access is at Robinson Dr or the newly proposed access is up to the City. Construction of a NB right turn lane and SB left turn lane would be required at the full access intersection on CR 53.
- The County advises that construction of a trail should be considered along both CSAH 14 and

CR 53 for the length of the site and that the City consider further trail construction beyond the limits of this development for logical tie-ins to the existing city street and trail network for users. Depending on the future section of CSAH 14, the trail may need to be located in a separate easement outside of the County R/W.

- The City should also give consideration to including sound walls in the development agreement since there is a possibility that CSAH 14 will be reconstructed as a divided 4 lane road at some point in the future, necessitating a noise analysis and likely noise walls if federally funded.
- The proposed connection from the ring-road to the extension of Century Trail is likely too close to CSAH 14 and will need to be shifted farther to south, as NB traffic queues at CSAH 14 may back-up through the intersection. The traffic analysis will likely verify this.
- As noted above, a roundabout is currently planned for the intersection of CSAH 14 and CR 53. We have placed a few roundabout concept footprints at the intersection and determined that the proposed R/W dedication is not sufficient. From our preliminary review, we recommend the NW corner of the site should include a triangular R/W chamfer with 80' legs from the current proposed ROW intersection. If the traffic study proposes a roundabout at the new, western street access, then we would like a similar dedication on that corner, as well. As depicted on the concept plan, 60' of R/W along CR 53 and 75' along CSAH 14 should be adequate for future County highway reconstruction.
- Utility relocation along CSAH 14 and CR 53 should be anticipated, and the County will require that utility coordination and relocation plans be included in the approved development plans for this project. County staff should be included in the utility relocation meetings for this project.
- Internal site grading for the development is not to commence until the required ACHD Engineering Plan Review approvals are received and applicable permits can be issued.

We appreciate the opportunity to review this development at a concept plan level. Please reach out to Logan Keehr or myself if you have any questions or would like to meet and discuss. We look forward to working with you on this project.

Thanks,

Brandon T. Ulvenes

Anoka County Highway Department
Direct – (763) 324 • 3159
Office – (763) 324 • 3100
brandon.ulvenes@co.anoka.mn.us

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government offices may be public data subject to the Minnesota Data Practices Act and/or may be disclosed to third parties.

WORK SESSION STAFF REPORT
Work Session Item 5

Date: February 7, 2022
To: City Council
From: John Swenson, Public Safety Director
Re: Fire Division Donation

Background

During the Council meeting on January 10, 2022 Council accepted an anonymous donation to purchased wildland fire suppression equipment but direct staff not to move forward on the purchasing the purchase until proposed equipment purchase could be discussed at Council Work Session.

Attached is the staff report from the January 10, 2022 Council meeting with details on the proposed purchase with some sample photos of wildland fire suppression UTV and photo of Grass 11 (Vehicle #605; 1993 GMC S-10).

Staff is seeking Council direction.

Attachments

Staff Report from January 10, 2022

**CITY COUNCIL 4A
AGENDA ITEM**

STAFF ORIGINATOR: John Swenson, Public Safety Director

MEETING DATE: January 10, 2022

TOPIC: Acceptance Monetary Donation for Fire Division

VOTE REQUIRED: 3/5

INTRODUCTION

The Lino Lakes Public Safety Department is requesting council approval to accept a monetary donation from a resident that wishes to remain anonymous.

BACKGROUND

A resident, who wishes to remain anonymous, of our community has come forward with a monetary donation of \$100,000.00 for the Fire Division to purchase equipment. This resident received public safety services in 2021 and has communicated to staff they are extremely appreciative.

If Council approves acceptance of this donation, the funds would be used to purchase a wildland fire suppression utility vehicle (UTV) with a trailer. The UTV will be a Polaris Ranger 1000 (4 door) outfitted with 75 gallon water tank, 5 gallon foam tank, fire suppression pump, and emergency equipment.

With the purchase of this UTV wildland fire suppression asset, Grass 11 (Vehicle # 605; 1993 GMC S-10) would be sold and proceeds deposited into the Fleet Capital Replacement. The UTV wildland fire suppression unit would be positioned at Fire Station 1 and when deployed would be pulled by R11 (Vehicle # 607).

Item	Vendor	Cost
UTV	Lakes Area Power Sports Polaris Ranger	\$27,000.00
Tracks	Lakes Area Power Sports Dura Tracks/ Clutch	\$15,949.00
Pump/ Tank	MacQueen	\$26,000.00
Emergency Lights	MacQueen	\$6,500.00
Radio	Anoka Co	\$5,700.00
Rear Winch	Polaris	\$1,200.00
Head Sets	MacQueen	\$5,000.00
Graphics	Advanced Graphix	\$600.00
Chain Saw	LTG Power	\$400.00
Trailer	Lakes Area Power Sports Floe Versa MAX	\$6,200.00
	Contingence	\$5,451.00
	Total	\$100,000.00

The purchase of the proposed wildland fire suppress UTV would address an identified need for wildland fire suppression while addressing the need to replace G11.

The proposed UTV would improve the Fire Division ability to address wildland fires by increasing the volume of water available, adding the ability to use fire suppressing foam, increase the number of firefighters that can be deployed from two to four, and enhances firefighter safety in the field.

Staff is including contingency funds in the proposal to offset cost overages such as. Staff has been informed by two of vendors that supplied pricing for this proposal, that cost have been impacted by supply and demand issues leading to fluctuating pricing based on when orders are placed. If pricing comes in more favorably and there are funds remaining from this donation those funds will be utilized to purchase other fire equipment needs in a manner consistent with the donors' wishes.

RECOMMENDATION

Staff recommends Council accept a monetary donation in the amount of \$100,000 from an anonymous Lino Lakes resident for the purchase of fire suppression equipment.

ATTACHMENTS

Photos of Polaris UTV





Wilson County EMS





GRASS
11



3.0





**GRASS
11**

FIRE

450

WRANGLER
GOODYEAR

WRANGLER
GOODYEAR



Nardini
FIRE EQUIPMENT
www.nardinifire.com
2021 / 2022

NOT DRINKING
LIKE



GRASS

PRO
OPERATING INSTRUCTIONS:
1. Turn handle clockwise to "ON" position.
2. Start pump engine normally.
3. If a pump or hose is not ready, turn handle to "OFF" or "STOP" position.

ON OFF STOP
FOAM CONC.
1-800-333-9511

W.S. DARLEY & CO.
START RUN STOP
STARTER RUN



WORK SESSION STAFF REPORT
Work Session Item No. 6

Date: February 7, 2022
To: City Council
From: Andy Nelson, Environmental Coordinator
Re: Smart Irrigation Controller Program

Background

In our area, over 60% of water usage for a typical home is used for outdoor irrigation during the growing season. Of that water use, roughly 50% is wasted on overwatering, evaporation, and non-target watering. One of the most impactful and easy to implement options to improve our water conservation efforts in the City involves increasing the efficiency of outdoor irrigation.

Smart irrigation controllers have been found to reduce water use by up to 50%. If smart irrigation controllers were installed at all addresses currently connected to municipal water, it could lead to a 20% savings on yearly water pumped in the entire City.

The smart irrigation controller program was last discussed at the March 1st, 2021 Work Session. After Council approval at that meeting, the City purchased 100 Rachio 3 smart irrigation controllers. This first order of controllers sold out in about three months.

Staff is monitoring water usage data for the properties that have installed smart controllers. 2021 was an exceptionally dry year which led to increased irrigation demand city-wide. This may also have impacted the usage data that was gathered, making the benefits of the controllers less clear. Additional data will be needed in the coming years to gage the benefit of the controllers at individual addresses.

As part of the City's water conservation efforts, staff is proposing to continue the smart irrigation controller program by purchasing 110 Rachio 3 controllers. \$20,000 was budgeted for this program in the 2022 Water Utility budget.

Program Details:

1. The City will purchase 110 controllers at \$179.99 each using money from the Water Utility Fund.
2. These controllers will be available to residents on a first-come first-served basis at the discounted rate of \$45.00 each (25% of the cost).

3. The program will be available for water utility customers that have an existing irrigation system and will be limited to one controller per address.

The Environmental Board recommended implementation of the smart irrigation controller program at their January 27, 2021 meeting.

The City Council approved implementation of this program at the March 1st, 2021 Work Session.

Requested Council Direction

Staff is requesting City Council direction to implement the Smart Irrigation Controller program by purchasing 110 controllers for sale in spring of 2022.

WORK SESSION STAFF REPORT
Work Session Item No. 7

Date: February 7, 2022
To: City Council
From: Hannah Lynch, Finance Director
Re: Capital Asset Policy

Background

The City has previously followed an informal Capital Asset Policy. A Capital Asset Policy does not affect the budgeting or purchasing of capital assets, it is strictly used for financial reporting purposes.

The attached Capital Asset Policy provides guidance to meet financial reporting requirements. When preparing for the annual audit, staff is guided by the policy in regards to what is considered a capital asset, the cost that should be assigned to it, and the useful life in which the asset is depreciated.

Previously, the City used a \$2,500 capitalization threshold for all asset classes. The Capital Asset Policy assigns a capitalization threshold to each asset class. This practice is widely used by other local government units.

Requested Council Direction

Consider adoption of the Capital Asset Policy at the February 14, 2022 council meeting with it being retroactively effective for fiscal year beginning January 1, 2021.

Attachments

Capital Asset Policy



CAPITAL ASSET POLICY
January 1, 2021

INTRODUCTION

The City of Lino Lakes was required to implement Governmental Accounting Standards Board (GASB) Statement No. 34, *Basic Financial Statements and Management's Discussion and Analysis for State and Local Governments* for the fiscal year ending December 31, 2003. Statement No. 34 established new financial reporting requirements for state and local governments throughout the United States. Statement No. 34 created new information and restructured much of the information that the City of Lino Lakes had presented in its annual reports prior to implementation. The intent of those new requirements was to make annual reports more comprehensive and easier to understand and use.

Two key components of Statement No. 34 required governments to report capital assets and the capital assets depreciation over their estimated useful lives. Though the City has informally followed a policy since the introduction of the new standards, it is necessary for the City to formally develop and implement a Capital Asset Policy that meets the financial statement reporting requirements.

While the Capital Asset Policy is not all encompassing, it will provide guidance for the City to meet the reporting requirements, i.e., meeting the primary objective of financial reporting as it pertains to valuation, allocation, presentation and disclosure; therefore, this policy will not be used for property control purposes.

This policy was approved 2/14/2022 and is effective retroactively to 1/1/2021.

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CITY OF LINO LAKES CAPITAL ASSET POLICY

Purpose

It is the policy of the City of Lino Lakes to maintain appropriate procedures regarding the procurement, management, and disposal of all capital assets in accordance with Governmental Accounting Standards Board Statement No. 34 (GASB 34). This Capital Assets Policy establishes criteria for reporting capital assets within the City's financial statements in order to provide users with consistent and comparable information for the current and all future fiscal periods.

Section I: Define Capital Assets and Capitalization Thresholds

Capital assets are reported in the applicable governmental or business-type activities columns in the City's government-wide financial statements.

A capital asset is real or personal property used in operations which has an individual value equal to or greater than the capitalization threshold set forth by the City, for that specific asset classification, and has an estimated useful life greater than one year. For financial reporting purposes only, the City will classify and establish capitalization thresholds for each asset class as follows:

Land	\$10,000
Buildings and building improvements	\$50,000
Improvements other than buildings (land improvements)	\$25,000
Machinery and equipment	\$10,000
Infrastructure and other improvements	\$100,000
Other assets	\$10,000
Construction in progress	***

***Accumulate all costs and capitalize if over the capitalization threshold for the applicable asset class.

Section II: Reporting Capital Assets

Capital assets are reported at their historical cost. The historical cost of a capital asset should include the cost of the asset itself and the following:

- Ancillary charges necessary to place the asset into its intended location (e.g., freight charges)
- Ancillary charges necessary to place the asset into its intended condition for use (e.g., installation and site preparation charges)

A cost should only be capitalized if it is (1) directly identifiable with a specific asset and (2) only if it is incurred after the acquisition of the related asset has come to be considered probable (i.e., "likely to occur"). For example, a study to determine the best location for a building or a

feasibly study would not be capitalized while legal costs to acquire property would be capitalized.

The historical cost of a capital asset should include the cost of any subsequent additions or improvements but exclude the cost of repairs and maintenance. An addition or improvement, unlike a repair, either enhances a capital asset's functionality (effectiveness or efficiency), or it extends a capital asset's expected useful life. For example, mill and overlays or periodically resurfacing a new road would be treated as a repair (the cost would not be capitalized), while reconstructing a road or adding a new lane constitutes an addition (a cost that would be capitalized).

In the event the historical cost of a capital asset is not practically determinable, it will be necessary to record an estimated historical cost of the asset using alternative methods. Alternative methods include standard costing and normal costing. Standard costing estimates the historical cost of a capital asset by establishing the average cost of obtaining the same or a similar asset at the time of acquisition. Normal costing estimates historical cost based on the current cost to either reproduce or replace the capital asset, indexed by a reciprocal factor from the estimated acquisition date, i.e., taking the value of acquiring the asset new today and then discounting that amount by an appropriate inflation factor back to the date of acquisition.

Assets that the City purchases at a nominal amount or are given by another party are to be recorded as donations rather than using the actual nominal cost to the City. Donated capital assets should be reported at their estimated fair value at the time of acquisition plus ancillary charges, if any. Fair value is the amount at which an asset could be exchanged in a current transfer at arm's length between willing parties, other than in a forced or liquidation sale. For assets that do not have easily obtainable fair market values, the City should use the amount it would cost them to purchase or contract the asset in question. Donations are defined as voluntary contributions of resources to the City by a non-governmental entity. A voluntary contribution of resources between governmental entities is not a donation.

Section III: Major Asset Classes

Governments commonly report seven or more major classes of capital assets:

1. Land

Land is generally characterized by an indefinite useful life; therefore, it is not depreciated. The cost of land should not only include its acquisition price, but also the cost of initially preparing the land for its intended use (excavation, fill, grading). Land frequently is closely associated with some other assets (e.g., land under a building or road). No matter how close this relationship may be, land should always be treated separately. Examples of items to be capitalized as land and land improvements include:

- Purchase price or fair value at time of gift
- Commissions

- Professional fees, including title searches, architect, legal, engineering, appraisal, surveying, environmental assessments, etc.
- Land excavation, fill, grading, and drainage
- Demolition of existing buildings and improvements (less salvage value)
- Removal, relocation, or reconstruction of property owned by others such as power, telephone, and railroad lines
- Interest on mortgages accrued at the date of purchase
- Accrued and unpaid taxes at the date of purchase
- Other costs incurred in acquiring the land
- Water wells, including initial cost for drilling, the pump, and its casing
- Permanent right-of-way

2. Buildings and Building Improvements

Buildings. All permanent structures that are attached to land, have a roof, are partially or completely enclosed by walls, and are not intended to be transportable or moveable are included in this asset class. The City can elect to report major components of buildings as separate capital assets in their own right, when these components have a significantly shorter estimated useful life than the structure to which they relate (e.g., HVAC). Examples of items to be capitalized as buildings include:

Purchased Buildings

- Original purchase price
- Expenses for remodeling, reconditioning, or altering a purchased building to make it ready for its intended purpose
- Environmental compliance, i.e., asbestos abatement
- Professional fees, includes architectural, engineering, management fees for design and supervision, and legal fees
- Cancellation or buyout of existing leases
- Other costs required to place or render the asset into operation

Constructed Buildings

- Completed project costs
- Cost of excavation, grading, or filling of land for a specific building
- Expenses incurred for the preparation of plans, specifications, and blueprints
- Building permits
- Costs of temporary buildings used during construction
- Additions to buildings, i.e., expansions, extensions, or enlargements

Building Improvements. Building improvements include capitalized costs that materially extend the useful life of a building, increase the value of a building, or both. Building improvements should not include maintenance and repairs done in the normal course of

business. If practical, the costs of an improvement are normally added to the cost of the related structure, rather than treating it as a separate asset.

Examples of items to be capitalized as building improvements include:

- Installation or upgrade of heating and cooling systems, including ceiling fans and attic fans
- Original installation or upgrade of wall or ceiling covering such as carpeting, tiles, paneling, or parquet
- Structural changes such as reinforcement of floors or walls, installation or replacement of beams, rafters, joists, steel grids, or other interior framing
- Installation or upgrade of window or door-frames, upgrading windows or doors, built-in closet and cabinets
- Interior renovation of casings, baseboards, light fixtures, and ceiling trim
- Installation or upgrade of plumbing and electrical wiring
- Installation or upgrade of telecommunication systems

Examples of items considered repairs or maintenance in nature and should not be capitalized as buildings or building improvements include:

- Adding, removing and/or moving of walls relating to renovation projects that are not considered major rehabilitation projects and do not increase the value of the building
- Improvement projects of minimal or no added life expectancy and/or value to the building
- Plumbing or electrical repairs
- Cleaning, pest extermination, or other periodic maintenance
- Interior decoration, i.e., draperies, blinds, curtain rods, wallpaper
- Exterior decoration, i.e., detachable awnings, uncovered porches, decorative fences
- Maintenance-type interior renovation including repainting, touch-up plastering, replacement of carpet, tile, or pane sections, and refinishing of sinks and fixtures
- Replacement of a part or component of a building with a new part of the same type and performance capabilities, e.g., replacement of an old boiler with a new one of the same type and performance capabilities
- Any other maintenance-related expenditure which does not increase the value of the building

3. Improvements Other Than Buildings (Land Improvements)

This asset class is used for permanent (i.e., non-moveable) improvements, other than buildings, that add value to land but do not have an indefinite useful life (i.e. fences, parking lots, retaining walls). Moveable items should be classified as machinery and equipment.

4. Machinery and Equipment

This asset class includes vehicles, furnishings, and similar moveable items used for operations for which the benefit extends beyond one year from the date of receipt. Examples of expenditures to be capitalized as machinery and equipment include:

- Original contract or invoice price
- Freight charges
- Handling and storage charges
- In-transit insurance charges
- Sales, use and other taxes imposed on the acquisition
- Installation charges
- Charges for testing and preparation for use
- Cost of reconditioning used items
- Parts and labor associated with the construction of equipment, machinery, or vehicles

Note that the cost of extended warranties and/or maintenance agreements, which can be separately identified from the cost of the equipment, machinery, or vehicle, shall not be capitalized.

5. Infrastructure

Infrastructure assets are long-lived capital assets that normally are stationary in nature and normally can be preserved for a significantly greater number of years than most capital assets (i.e. roads, bridges, tunnels, drainage systems, water and sewer systems, dams, and lighting systems). As a general rule, the cost of buildings associated with infrastructure should be reported separately as buildings rather than as part of the cost of the infrastructure. The exception to this rule is buildings that are purely ancillary to a network or subsystem of infrastructure (e.g., road maintenance structures such as shops and garages associated with a highway system and water pumping stations associated with water systems).

Examples of infrastructure assets include:

- Roads, streets, curbs, gutters, and sidewalks
- Bridges
- Water and sanitary sewer systems
- Drainage and storm water systems
- Street light systems
- Signage

6. Other assets

This asset class is used for assets that do not fit into one of the other major asset classes. It also includes computer software that is either purchased or developed for internal use, which should be capitalized if the cost of the software exceeds the capitalization threshold and is depreciated over the software's estimated useful life. Capitalization of computer software includes software license fees if the total dollar amount of the fee divided by the number of units or terminals exceeds the threshold.

Examples of expenditures to be capitalized as computer software include:

- External direct costs of materials and services, i.e., third-party fees for services
- Costs to obtain software from third parties
- Travel costs incurred by employees in their duties directly associated with development
- Payroll and payroll-related costs of employees directly associated with or devoting time to encoding, installing, or testing
- Costs to develop or obtain software that allows for access or conversion of old data by new information systems

Note that upgrades and enhancements should only be capitalized to the extent that they increase the functionality of the product.

7. Construction in progress

This asset class is used for costs incurred to construct or develop an asset before it is substantially ready to be placed into service (at which time it is reclassified into the appropriate major asset class).

Section IV: Depreciating Capital Assets

Depreciation is the process of allocating the cost of a tangible asset to the periods of benefit. Capital assets shall be depreciated over their estimated useful life with exception of the following:

- Inexhaustible assets, i.e., land, and land improvements that do not require maintenance or replacement, e.g., certain works of art and historical treasures
- Construction work-in-progress

For financial purposes, the City will use the straight-line method of depreciation, which allocates the cost evenly over the life of the asset. Generally, at the end of an asset's life, the sum of the amounts charged for depreciation in each accounting period, or accumulated depreciation, will equal the original cost less salvage value.

Section V: Capital Assets Estimated Useful Life

The City's capital assets are depreciated over the following estimated useful lives derived from the Internal Revenue Service Alternative Depreciation System (ADS):

Land Indefinite life, not depreciated

Buildings and Building Improvements

Buildings	40 years
Temporary and portable buildings	25 years
Roof	20 years
HVAC (heating, ventilation, air conditioning)	20 years
Electrical	20 years
Plumbing	20 years
Sprinkler system	20 years
Elevators	20 years
Floor covering other than carpet	15 years
Interior construction	15 years
Security and fire alarm system	10 years
Cabling	10 years
Interior renovation	10 years
Carpeting	7 years
Other buildings and building improvements not listed above	7-40 years

Improvements Other Than Buildings (Land Improvements)

Fencing and gates	20 years
Landscaping	20 years
Outdoor sprinkler and irrigation systems	20 years
Golf courses	20 years
Swimming pools, tennis and basketball courts, skate parks	20 years
Fountains	20 years
Retaining walls	20 years
Outdoor lighting	20 years
Recreation areas and athletic fields, including bleachers	15 years
Paths and trails	15 years
Septic systems	15 years
Other improvements not listed above	15-20 years

Machinery and Equipment

Outdoor equipment (playgrounds, scoreboards)	15 years
Firefighting trucks	15 years
Athletic equipment	10 years
Telecommunications equipment	10 years
Fire department equipment	10 years
Furniture and fixtures (excluding structural components)	10 years
Grounds equipment (mowers, tractors, bobcats)	10 years
Kitchen equipment (appliances)	10 years
Lab equipment	10 years
Law enforcement equipment	10 years
Custodial equipment	10 years
Business machines and office equipment	7 years
Audio visual equipment	6 years

Heavy general purpose truck and equipment (weight > 13,000lbs)	6 years
Cars, light general purpose trucks (weight < 13,000lbs)	5 years
Photocopiers	5 years
Computer equipment and software (servers, network equipment, large software packages such as document management software)	5 years
Machinery, tools, and other equipment not listed above	5 years

Infrastructure and Other Improvements

Water, sanitary sewer, storm sewer systems	50 years
Roads, streets, curb, and gutter	20 years
Sidewalks	20 years
Bridges	20 years
Parking lots, driveways, and parking barriers	15 years
Other infrastructure and improvements not listed above	15-50 years

WORK SESSION STAFF REPORT
Work Session Item No. 8

Date: February 7, 2022
To: City Council
From: Rick DeGardner, Public Services Director
Re: Blue Heron Days Discussion

Background

Last Fall, Councilmember Stoesz and I attended a meeting to recap the 2021 Blue Heron Days events. A common theme among various community leaders and civic organizations was to create a committee to discuss all facets of the 2022 Blue Heron Days celebration.

Potential topics include setting the dates, parade route location, identifying potential event along with locations, coordinating all events in a logistical manner, marketing, etc.

Staff is requesting feedback on whether the City Council is supportive of forming a Blue Heron Days Committee. If so, appointing one or two council members would be appropriate. Also, any overall direction (i.e. selecting dates, dictating parade route, etc.) would be helpful.

WORK SESSION STAFF REPORT
Work Session Item 9

Date: February 7, 2022
To: City Council
From: John Swenson, Public Safety Director
Re: Coss Family Foundation Donation

Background

The Coss Family Foundation has made previous monetary donation to the City of Lino Lakes in support of the police canine program within the Public Safety Department. This foundation would like to donate \$20,000 for the purchase of needed police equipment.

Staff has evaluated the equipment within the Police Division and determined that patrol rifles currently deployed within our community need to be replaced. These patrol rifles were purchased in November, 2002.

Attached is detailed Patrol Rifle Proposal prepared by Public Safety staff.

If Council is supportive of accepting this donation and moving forward with the purchase of the patrol rifles, staff will place this on the February 14, 2022 Council agenda for formal acceptance of the donation.

Attachments

None

WORK SESSION STAFF REPORT
Work Session Item 10

Date: February 7, 2022
To: City Council
From: John Swenson, Public Safety Director
Re: Shield 616 Donation

Background

Shield 616 is a non-profit out of Colorado that fundraises and purchases rifle rated ballistic body armor and donates these items to police and firefighters throughout the nation.

Lino Lakes Volunteers in Public Safety (LLVIPS) is partnering with Shield 616 as the benefactor of this years “Guns and Hoses” hockey game. As a reminder LLVIPS is also a registered non-profit with a board consisting of individuals that volunteer in various roles in the Lino Lakes community.

LLVIPS and Shield 616 plan to use the Guns and Hoses fundraiser to outfit police and firefighters with rifle rated ballistic armor for agencies participating in the Guns and Hoses fundraiser. At this point, they believe they have received enough donations to outfit every police and firefighter that will play in the hockey game on February 25th as well as start to outfit other police and firefighters from agencies that have players skating in the game.

There are three police officers and three firefighters from Lino Lakes skating in the Guns and Hoses game on February 25th. If the City Council accepts the donation from Shield 616 for rifle rated ballistic armor, these six individuals would be the first to be outfitted with the ballistic armor package. The ballistic armor package includes Angel Armor RISE 2.0 level IIIa body armor with rifle rated Truth SNAP plates and Galvion’s level IIIa helmet with upgraded harness system. The cost of the armor package is \$2,300 per package.

Here are the links to [Shield 616](#) and [Guns-n-Hoses](#) event for additional details.

If Council is supportive of accepting this donation, staff will place this on the February 14, 2022 Council agenda for formal acceptance of the donation.

Attachments

None.

WORK SESSION STAFF REPORT
Work Session Item 11

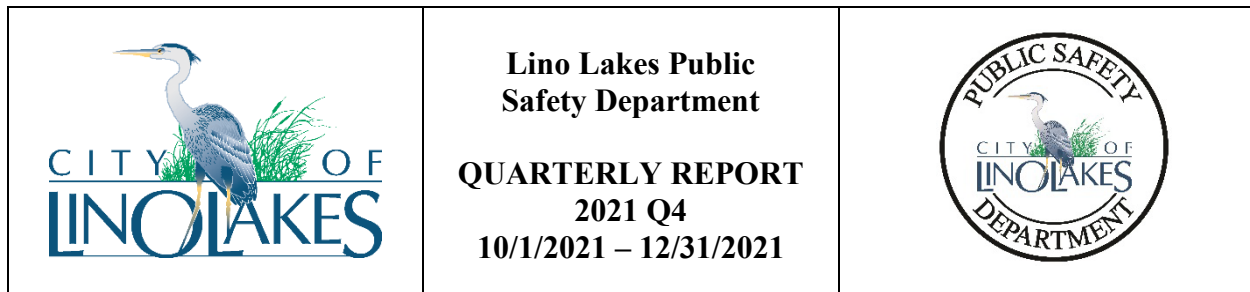
Date: February 7, 2022
To: City Council
From: John Swenson, Public Safety Director
Re: Public Safety Update

Update

Staff will be on hand to present the 4th Quarter 2021 Public Safety Update.

Attachments

Q4 Quarterly Report



CASE NUMBERS GENERATED					
YEAR	Q1	Q2	Q3	Q4	TOTAL
2021	2,766	3,027	3,338	3,007	12,138
2020	3,348	3,476	3,422	2,968	13,214

STACKED CALLS REPORT					
	Q1	Q2	Q3	Q4	TOTAL
2021	9:50:25	22:07:41	33:39:48	46:27:26	112:05:20

- Average Response Time (emergency & non-emergency) 6 minutes and 41 seconds.

MEDICAL CALLS FOR SERVICE					
YEAR	Q1	Q2	Q3	Q4	TOTAL
2021	182	205	201	231	819
2020	219	169	109	121	618

- 2021 Q4 Average emergency response for medicals, 4 minutes and 51 seconds.
- 2021 Q4 Average non-emergency response for medicals, 6 minutes and 13 seconds.
- Police staff responded to all 231 medical calls for service (CFS) and POC fire staff responded to 13 medical CFS.



FIRE DIVISION

FIRE DIVISION									
NFR'S CODE	DESCRIPTION	Q4 2020		Q4 2021		2020		2021	
		P/FF	POC	P/FF	POC	P/FF	POC	P/FF	POC
100	Fire	4	4	10	10	27	27	35	35
200	Overpressure Explosion, Overheat - No Fire	0	0	0	0	2	2	1	1
300	Rescue & EMS Incidents	36	35	43	42	112	109	134	130
400	Hazardous Conditions - No Fire	12	9	8	6	31	21	50	37
500	Service Call	15	10	11	6	78	45	72	49
600	Good Intent Call	5	5	16	14	32	21	35	33
700	False Alarms & False Calls	18	5	14	9	88	23	72	41
800	Severe Weather & Natural Disaster	0	0	0	0	1	0	0	0
900	Special Incident	0	0	0	0	0	0	0	0
	TOTAL	90	68	102	87	371	248	399	326

P/FF = Police/Firefighter POC = Paid On Call Firefighters

* Please note no medical CFS are included in this table except motor vehicle accidents.

MUTUAL AID GIVEN					
	Q1	Q2	Q3	Q4	TOTAL
2021	7	9	7	2	25
2020	5	10	8	3	26

MUTUAL AID RECEIVED					
	Q1	Q2	Q3	Q4	TOTAL
2021	2	2	4	4	12
2020	2	7	5	4	18

POLICE DIVISION



NIBRS Description - Group A	Qtr 4 2020		Qtr 4 2021		2020		2021	
	Off	Arrest	Off	Arrest	Off	Arrest	Off	Arrest
Animal Cruelty	0	0	0	0	2	2	1	0
Arson	0	0	0	0	1	1	0	0
Aggravated Assault	9	7	1	1	41	37	15	15
Simple Assault	9	9	9	8	32	26	28	26
Intimidation	6	4	1	1	15	12	13	13
Burglary/Breaking & Entering	1	0	6	0	16	0	25	5
Counterfeiting/Forgery	3	1	1	1	22	7	12	6
Destruction / Damage / Vandalism of Property	33	2	19	0	102	16	80	10
Drugs/Narcotic Violation	25	18	11	10	119	110	100	99
Drug Equipment Violations	19	12	10	10	93	84	84	84
Embezzlement	0	0	0	0	2	0	0	0
Extortion / Blackmail	0	0	0	0	1	0	0	0
False Pretenses/Swindle/Con	5	0	3	0	22	2	19	2
Credit Card/Automated Teller Machine Fraud	9	2	2	0	17	2	11	2
Wire Fraud	2	0	2	0	2	0	3	0
Impersonation	0	0	1	1	7	5	10	10
Identity Theft	17	0	9	0	60	0	62	2
Kidnapping/Abduction	0	0	0	0	2	1	0	0
Murder & Nonnegligent Manslaughter Person	0	0	0	0	1	1	0	0
Shoplifting	7	4	4	2	26	14	25	11
Theft from Building	1	0	3	0	11	2	14	3
Theft from Motor Vehicle	16	1	15	0	45	1	53	3
Theft of Motor Vehicle Parts or Accessories	4	0	4	1	11	0	29	1
All other Larceny	35	2	24	4	118	7	92	15
Motor Vehicle Theft	4	1	4	1	12	3	18	5
Robbery	0	0	0	0	1	1	0	0
Forcible Rape	3	1	1	0	4	1	4	3
Forcible Sodomy	0	0	0	0	2	0	2	2
Forcible Fondling	2	0	0	0	4	1	3	3
Stolen Property Offenses	1	1	2	1	6	6	15	13
Weapon Law Violations	2	2	4	3	9	9	11	10
TOTAL	213	67	136	44	806	351	729	343
Solve Rate	31%		32%		44%		47%	

NIBRS Description - Group B	Q4 2020		Qtr 4 2021		2020		2021	
	Off	Arrest	Off	Arrest	Off	Arrest	Off	Arrest
Bad Checks	3	1	1	0	4	1	1	0
Curfew/Loitering/Vagrancy Violation	3	2	0	0	17	12	3	0
Disorderly Conduct	9	6	9	7	35	18	31	24
Driving Under Influence	36	36	22	22	132	132	122	122
Family Offenses, Nonviolent	1	0	0	0	1	0	1	1
Liquor Law Violations	5	3	2	2	22	18	18	18
Trespass of Real Property	1	0	4	3	12	3	6	3
TOTAL	58	48	38	34	223	184	182	168
SOLVE RATE	83%		89%		83%		92%	

2020/2021 Overall Clearance Rate	Q4 2020		Q4 2021		2020		2021	
	Off	Arrest	Off	Arrest	Off	Arrest	Off	Arrest
Group A	213	67	136	44	806	351	729	343
Group B	58	48	38	34	223	184	182	168
TOTAL	271	115	174	78	1029	535	911	511
SOLVE RATE	42%		45%		52%		56%	

2020/2021 Clearance Rate	Q4 2020			Q4 2021			2020			2021		
	Off	Arrest	Solve Rate	Off	Arrest	Solve Rate	Off	Arrest	Solve Rate	Off	Arrest	Solve Rate
Property Crimes	138	14	10%	99	11	11%	481	66	14%	468	88	19%
Crimes Against People	23	17	74%	11	9	82%	89	70	79%	53	49	92%

FELONY CASE FILE SUBMISSIONS					
YEAR	Q1	Q2	Q3	Q4	TOTAL
2021	15	19	34	14	82
2020	18	28	10	19	75



Lino Lakes Public Safety

One Vision. One Mission.

Quarterly Update
Ending December 31, 2021



John Swenson
Public Safety Director





The mission of the Lino Lakes Public Safety Department is to collaborate with the community to provide:

- *a healthy and safe community;*
- *a focus on prevention;*
- *a commitment to life safety;*
- *aggressive pursuit of criminals;*
- *respectful communication;*
- *encouragement for volunteerism.*



Fourth Quarter Statistics



CASE NUMBERS GENERATED					
YEAR	Q1	Q2	Q3	Q4	TOTAL
2021	2,766	3,027	3,338	3,007	12,138
2020	3,348	3,476	3,422	2,968	13,214

Average Response Time (emergency & non-emergency) 6 minutes, 41 seconds

STACKED CALLS REPORT					
	Q1	Q2	Q3	Q4	TOTAL
2021	9:50:25	22:07:41	33:39:48	46:27:26	112:05:20



MEDICAL CALLS FOR SERVICE					
YEAR	Q1	Q2	Q3	Q4	TOTAL
2021	182	205	201	231	819
2020	219	169	109	121	618

- **Average emergency response for medicals, 4 minutes, 51 seconds**
- **Average non-emergency response for medicals, 6 minutes and 13 seconds.**
- **Police staff responded to all 231 medical calls for service (CFS) and POC fire staff responded to 13 medical CFS.**



FIRE DIVISION									
NFR'S CODE	DESCRIPTION	Q4 2020		Q4 2021		2020		2021	
		P/FF	POC	P/FF	POC	P/FF	POC	P/FF	POC
100	Fire	4	4	10	10	27	27	35	35
200	Overpressure Explosion, Overheat - No Fire	0	0	0	0	2	2	1	1
300	Rescue & EMS Incidents	36	35	43	42	112	109	134	130
400	Hazardous Conditions - No Fire	12	9	8	6	31	21	50	37
500	Service Call	15	10	11	6	78	45	72	49
600	Good Intent Call	5	5	16	14	32	21	35	33
700	False Alarms & False Calls	18	5	14	9	88	23	72	41
800	Severe Weather & Natural Disaster	0	0	0	0	1	0	0	0
900	Special Incident	0	0	0	0	0	0	0	0
	TOTAL	90	68	102	87	371	248	399	326
P/FF = Police/Firefighter POC = Paid On Call Firefighters * Please note no medical CFS are included in this table except motor vehicle accidents.									



MUTUAL AID GIVEN					
	Q1	Q2	Q3	Q4	TOTAL
2021	7	9	7	2	25
2020	5	10	8	3	26
MUTUAL AID RECEIVED					
	Q1	Q2	Q3	Q4	TOTAL
2021	2	2	4	4	12
2020	2	7	5	4	18



Group A Offenses and Arrests:

NIBRS Description - Group A	Qtr 4 2020		Qtr 4 2021		2020		2021	
	Off	Arrest	Off	Arrest	Off	Arrest	Off	Arrest
Animal Cruelty	0	0	0	0	2	2	1	0
Ars on	0	0	0	0	1	1	0	0
Aggravated Assault	9	7	1	1	41	37	15	15
Simple Assault	9	9	9	8	32	26	28	26
Intimidation	6	4	1	1	15	12	13	13
Burglary/Breaking & Entering	1	0	6	0	16	0	25	5
Counterfeiting / Forgery	3	1	1	1	22	7	12	6
Destruction / Damage / Vandalism of Property	33	2	19	0	102	16	80	10
Drugs/Narcotic Violation	25	18	11	10	119	110	100	99
Drug Equipment Violations	19	12	10	10	93	84	84	84
Embezzlement	0	0	0	0	2	0	0	0
Extortion / Blackmail	0	0	0	0	1	0	0	0
False Pretenses/Swindle/Con	5	0	3	0	22	2	19	2
Credit Card/Automated Teller Machine Fraud	9	2	2	0	17	2	11	2
Wire Fraud	2	0	2	0	2	0	3	0
Impersonation	0	0	1	1	7	5	10	10
Identity Theft	17	0	9	0	60	0	62	2
Kidnapping/Abduction	0	0	0	0	2	1	0	0
Murder & Nonnegligent Manslaughter Person	0	0	0	0	1	1	0	0
Shoplifting	7	4	4	2	26	14	25	11
Theft from Building	1	0	3	0	11	2	14	3
Theft from Motor Vehicle	16	1	15	0	45	1	53	3
Theft of Motor Vehicle Parts or Accessories	4	0	4	1	11	0	29	1
All other Larceny	35	2	24	4	118	7	92	15
Motor Vehicle Theft	4	1	4	1	12	3	18	5
Robbery	0	0	0	0	1	1	0	0
Forcible Rape	3	1	1	0	4	1	4	3
Forcible Sodomy	0	0	0	0	2	0	2	2
Forcible Fondling	2	0	0	0	4	1	3	3
Stolen Property Offenses	1	1	2	1	6	6	15	13
Weapon Law Violations	2	2	4	3	9	9	11	10
TOTAL	213	67	136	44	806	351	729	343
Solve Rate	31%		32%		44%		47%	



Group B Offenses and Arrests:

NIBRS Description - Group B	Q4 2020		Qtr 4 2021		2020		2021	
	Off	Arrest	Off	Arrest	Off	Arrest	Off	Arrest
Bad Checks	3	1	1	0	4	1	1	0
Curfew/Loitering/Vagrancy Violation	3	2	0	0	17	12	3	0
Disorderly Conduct	9	6	9	7	35	18	31	24
Driving Under Influence	36	36	22	22	132	132	122	122
Family Offenses, Nonviolent	1	0	0	0	1	0	1	1
Liquor Law Violations	5	3	2	2	22	18	18	18
Trespass of Real Property	1	0	4	3	12	3	6	3
TOTAL	58	48	38	34	223	184	182	168
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TOTAL	271	115	174	78	1029	535	911	511
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2020/2021 Clearance Rate	Q4 2020			Q4 2021			2020			2021		
	Off	Arrest	Solve Rate	Off	Arrest	Solve Rate	Off	Arrest	Solve Rate	Off	Arrest	Solve Rate
Property Crimes	138	14	10%	99	11	11%	481	66	14%	468	88	19%
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FELONY CASE FILE SUBMISSIONS					
YEAR	Q1	Q2	Q3	Q4	TOTAL
2021	15	19	34	14	82
2020	18	28	10	19	75



Public Safety Staff Update

- Police – 25 personnel (authorized 28 as of 7-1-2022)
 - Fire – 22 personnel (authorized 1 FTE, 40 Paid-on-Call Firefighters, FT Lieutenant as of 3-1-2022 and 10 PT Firefighters as of 5-1-2022)
 - Administration – 6 personnel (authorized 4 FTE, 3 part-time)
-
- Two Police Officers currently in field training.
 - Police Officer Kevin Tracy will start on February 14, 2022.
 - One Community Service Officer in background investigation.
 - Anticipate seeking Council approval at the February 14th Council meeting to hire one Police Officer and one CSO.



Public Safety Staff Update

Fire Division Daytime Duty Crew

- Council approved the promotion of Brian Finke to Fire Lieutenant / Inspector at the January 24, 2022 Council meeting.
- Part-Time Firefighters:
 - Total # of applicants as of 1/23/2022 was 19.
 - 18 candidates were interviewed.
 - 13 background investigations on-going.
 - Projecting to seek Council hiring authorization by April 11, 2022 with a start date of May 2, 2022.



4th Quarter Notable Events

- Personal Safety & Scam Awareness Event
- Snowmobile Safety Course
- Coffee with a Cop – Starbucks
- Lino Lakes Elementary Truck Tour
- Fire Sprinkler Demonstration



2021 Areas of Focus

- Employee Wellness
- Fire Prevention Programming
- Train all police staff on crisis intervention and de-escalation techniques
- Community Communication Strategies

WORK SESSION STAFF REPORT
Work Session Item No. 12

Date: February 7, 2022
To: City Council
From: Sarah Cotton, City Administrator
Re: Strategic Planning/Goal Setting

Background

The City Council has expressed interest in scheduling a strategic planning/goal setting session. The last one was conducted in 2017 by Richard Fursman of Hue Life. The Council and staff participated in two workshop sessions and completed the Vision and Environmental Assessment, but the Implementation Plan was not completed (See Attached).

In preparation for a goal setting session, staff would prepare to provide their perspective on current and emerging issues within their respective departments. This information may be helpful for the Council for consideration in formulating goals and establishing priorities.

Requested Council Direction

Consider scheduling tentative dates/times for a goal setting session and discuss whether a facilitator should be brought in to assist.

Attachments

2017 Goal Setting Draft Vision, Environmental Scan, and Implementation Plan

City of Lino Lakes



Goal Setting

May 2017

WHAT DO WE WANT
TO SEE IN PLACE
in 3-5 years
AS A RESULT OF OUR ACTION
AT THIS RETREAT?

Contents	Page
Vision.....	1
Environmental Scan	2
Focus Areas 12-18 months	3

Expectations

Broad Directives / Goals
OPENLY COMMUNICATE / Give Staff Direction
Priorities 1-5 years
Understand Direction of City
Get on Same page
OBJECTIVES - Striving for?
Positive Communication > MODEL
Effective Communication > MODEL
Council understand what they can do
to help Staffs BE MORE Effective
Understand dollar / Development Impacts

► **PRACTICAL VISION**

The vision of an organization is held in part by all of its members. This workshop was held with the council and staff to create their shared picture of the future. The practical vision is the responsive statement of hope within the given environment. It provides a sense of the destination of the effort. It tells us where we are going, what the accomplishments, outcomes, changes and results are that we are seeking by our efforts. The vision was set for 2022. **In 2022, The City of Lino Lakes has/is....**

Trusting Governance/ Organization		Developing Community		Enjoyable, Connected Community		
<i>Efficiently run city that meets the needs of the growing community</i>	<i>Recruit and retain talented workforce that is sized to meet community expectations and needs</i>	<i>Three strong, attractive commercial zones offering a variety of activities and opportunities while increasing the tax base</i>	<i>Neighborhood enhancement program dedicated to revitalizing and maintaining our aging neighborhoods</i>	<i>Trail system that connects parks, neighborhoods, and regional trails to create a borderless park system</i>	<i>Develop a 60-acre recreational complex with a multi-functional community center</i>	<i>A variety of community type events and opportunities for residents to come together</i>
<ul style="list-style-type: none"> - Streamline budget process - Funding reallocation that is priority based - Define use of excess reserves - Plan now for “big” community needs/goals - Get our 5-year CIP in place - Implement storm water utility fee 	<ul style="list-style-type: none"> - Staff recruitment and retention program to attract and retain top talent - Correlate staffing with development and community needs - Complete conversion of files to electronic format - Balance proactive and reactive public safety 	<ul style="list-style-type: none"> - 49&J redevelopment - Commercial development NE Sector of town - Develop Legacy commercial component - Ash & Hodgson development - Establish business park on 35E - Increase the tax base - 49 Club replacement 	<ul style="list-style-type: none"> - Neighborhood revitalization in oldest areas - Update antiquated playground equipment 	<ul style="list-style-type: none"> - Completion of trail from Main Street to Lake Street - Complete needed trails - Continuing to expand and connect neighborhoods - Build Main Street trail - Develop parks: Northpointe, Woods Edge & Century Farms 	<ul style="list-style-type: none"> - Develop athletic complex/community center - Phase I of Rec Complex - Begin develop park/rec complex - Development of Rec complex 	<ul style="list-style-type: none"> - More community engagement (i.e. town hall meetings) - Conduct comprehensive community survey - Weekly/ monthly music in the park - Freshen Blue Heron days - War memorial

► ENVIRONMENTAL ASSESSMENT

— WHAT IS OUR CURRENT REALITY IN RELATIONSHIP TO OUR PRACTICAL VISION?

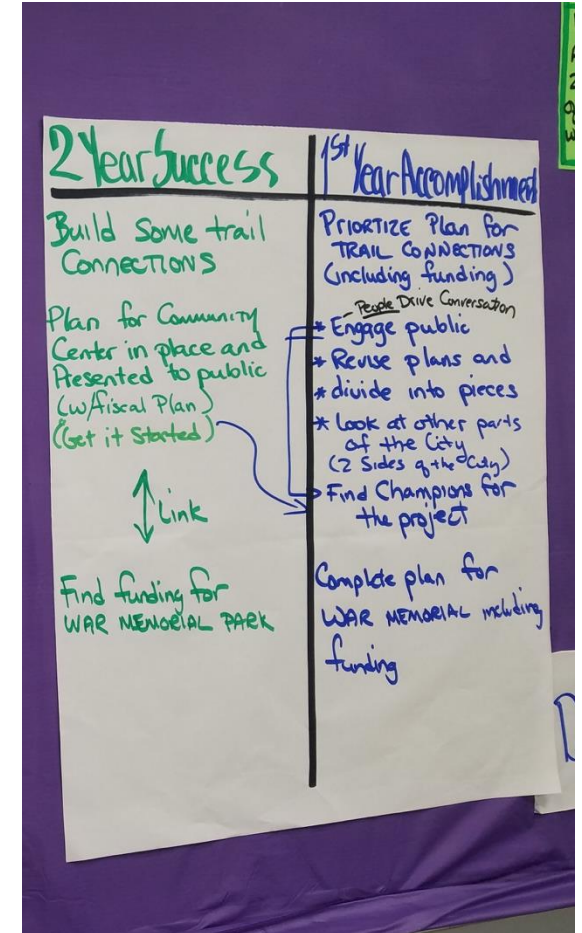
CURRENT REALITY IN THE ARENA OF: Enjoyable, Connected Community		CURRENT REALITY IN THE ARENA OF: Trusting Governance / Organization		CURRENT REALITY IN THE ARENA OF: Developing Community	
Strengths: -Current Park/Trail System -Growing community - Community engagement - Environmental attributes	Weaknesses: - Community engagement - Lack of funding/commitment	Strengths: -Strong financial position - Educational system - Staff/council work relationship - Bond rating - Available labor pool	Weaknesses: - Lack of investment - Staff/Council working relationship	Strengths: -Improving Economy - Shovel ready - Proximity to metro/interstate - Land	Weaknesses: - Lack of utilities - High water table - Community opposition - Market
Opportunities: - Development - Maintain/repair - Increasing tax values - Land – ability to build new parks	Threats/ Challenges: - Funding - Too many needs	Opportunities: - Stronger economy - Growing community - Improving tax base - Budget process	Threats/ Challenges: - Weak economy	Opportunities: - A lot of interest - Increase in property values - Growing community	Threats/ Challenges: - Bad economy - Charter limitations - Geographic division/lakes

► **FOCUSED IMPLEMENTATION | 12-18 Months Actions**

In the Focused Implementation workshop, participants are asked to focus on the near future to identify success and practical actions that will move the organization towards its practical vision. By planning strategically, that is, in relation to its real situation and the underlying challenges and its practical vision, the community has a chance to realize its vision. This workshop asks the question:

What actions can we take in the next 12-18 months to move us toward success?

FOCUS AREA 1: Enjoyable, Connected Community		
Current Reality	12-18 Month Actions	2 Years Success
<ul style="list-style-type: none"> - Referendum failed, when? - Growing community - Underfunded trails and parks - what else? 	1.1 Prioritize plan for trail connections (including funding) 1.2 Engage champions for the Community Center project <ul style="list-style-type: none"> - Engage public – people drive conversation - Divide into pieces - Look at other parts of the City (two parts of the City) 1.3 Complete plan for War Memorial, including funding	<ul style="list-style-type: none"> - Build Some Trail Connections - Plan for Community Center in place and presented to public with fiscal plan and get it started - Find Funding for War Memorial Park



FOCUS AREA: Developing Community

Current Reality	12-18 Month Actions	2 Years Success
-		
-		
-		
-		

FOCUS AREA: Trusting Governance/Organization

Current Reality	12-18 Month Actions	2 Years Success
-		
-		
-		

WORK SESSION STAFF REPORT
Work Session Item No. 13

Date: February 7, 2022
To: City Council
From: Rick DeGardner, Public Services Director
Re: Rookery Update

Background

The Rookery Advisory Board met last week and discussed several items including operating hours, membership fees, administrative office improvements, flooring for multi-purpose room and Childwatch area, LED lighting changeout, waterslide refurbish update, exterior signage update, the Security System Proposal.

Staff is recommending the following hours of operation for the Rookery Activity Center, subject to change:

Monday – Friday 5:00am - 10:00pm
Saturday – Sunday 6:00am - 8:00pm

Staff is also recommending the City Council approve the attached membership rates, subject to change.



THE ROOKERY

ACTIVITY CENTER

Proposed Membership Rates 2022 & 2023

Services Included in Membership

Memberships include full use of the Rookery Activity Center including fitness floor, pool, gymnasium, and locker rooms. Membership also includes access to all basic fitness classes, open gym and open swim, use of a daily locker, and free guest passes. Towel service, drop-in child care, premium fitness classes, swim programs, and other recreational programs will be available for an additional cost.

Membership

Anyone is welcome to join the Rookery Activity Center. Memberships can be purchased via automatic monthly Electronic Fund Transfer (EFT) or pay in advance for 1 full year.

Membership Definitions – these definitions apply to all memberships, multi-visit passes, or drop-in passes.

- Resident – anyone living within the city limits of Lino Lakes. Must provide proof of residency to receive resident rate. Proof could be driver’s license, utility bill, or cable bill.
- Non-Resident – anyone living outside the city limits of Lino Lakes.
- Adult - Anyone ages 18 – 61.
- Dual - Any 2 individuals living in the same household. Both individuals must provide proof of household.
- Senior – Ages 62+, must provide proof of age.
- Youth – Ages 18 and under; members age 14 and under require adult supervision.
- Family - One or two adults and dependent children age 18 and under who are living in the same household. Parental supervision is required for children age 14 and under. Need to provide proof of family.
- Military - Active and retired military receive 10% discount on adult, dual, senior, and family membership categories; discount does not apply to daily drop-in or multi-visit passes. Discharge papers, military DD-214, or current military ID are required to receive this discount.

Monthly Membership Prices

Monthly Membership	Resident Rate	Non-Resident Rate
Adult	\$55	\$65
Dual	\$82	\$97
Senior [^]	\$40	\$47
Youth	\$30	\$36
Family	\$100	\$120
Military	10% off rate	10% off rate

* All rates do not include tax and are subject to change.

Monthly Membership Information

- ^SilverSneakers/Optum/other senior fitness benefit programs are eligible at The Rookery Activity Center. Membership includes access to all activity spaces, locker rooms, and basic group fitness classes for all qualifying adults.
- Monthly membership requires an electronic payment on file (credit card). A \$30 fee will be assessed to any membership payment which is declined or returned.
- Monthly membership requires a 3-month minimum term. After 3-months the membership can be cancelled at anytime per the cancellation policy.
- Upon signing up to the Rookery Activity Center new members will be charged a prorated fee for the first month of membership based on enrollment date.
- Monthly billing will occur on the 1st of each month.
- Adult, Dual, Senior, and Youth Monthly Memberships include 1 guest pass per quarter. Family Monthly Memberships include 3 guest passes per quarter, passes must be used within a year of issue date.
- Members receive priority registration for swimming lessons, fitness classes and other activity center programming.
- Requests to cancel membership must be received in writing by the 15th of the month to cancel the next month billing.

Annual Membership Rates

Prepaid Annual Membership	Resident Rate	Non-Resident Rate
Adult	\$605	\$715
Dual	\$902	\$1,067
Senior	\$440	\$517
Youth	\$330	\$396
Family	\$1,100	\$1,320
Military	10% off rate	10% off rate

*** All rates do not include tax and are subject to change.**

Annual Membership Information

- Annual memberships require full payment on membership enrollment date.
- The rates are priced to receive one month free by purchasing the annual membership.
- Memberships are valid for 1 full year from enrollment date.
- Adult, dual, senior, and youth memberships include 4 guest passes per year. Family membership includes 12 guest passes per year, passes must be used prior to membership expiration date.
- Members receive priority registration for swimming lessons, fitness classes and other activity center programming.
- Requests to cancel must be received in writing. Membership cancellations received prior to membership expiration date will incur 3-month termination penalty.

Enrollment Fee

Enrollment Fee	Resident Rate	Non-Resident Rate
Enrollment Fee	\$39	\$39

- A one-time \$39 Enrollment Fee will be charged upon enrollment.

Multi-Visit Pass (10 Visits) Rates

Multi-Visit Pass (10 Visits)	Resident Rate*	Non-Resident Rate
Adult	\$80	\$100
Senior/Youth	\$60	\$70

Multi-Visit Pass (10 Visits) Information

- Multi-Visit passes are good for 10 visits to the Rookery Activity Center.
- Multi-Visit passes will expire one-year from the date of purchase.
- Multi-Visit passes will provide visitors access to fitness center, basic fitness classes, open gym, and open swim.
- Pass holders are required to follow all rules and policies of the Rookery Activity Center.

Daily Drop-In Rates

Daily Drop-In Rates	Resident Rate*	Non-Resident Rate
Adult	\$10	\$12
Youth	\$7	\$8

Daily Drop-In Information

- Any non-member is welcome to purchase a Daily Drop-In pass.
- The drop-in pass provides access to fitness center, basic fitness classes, open gym, and open swim.
- Non-members are required to follow all rules and policies of the Rookery Activity Center.
- Non-members may be eligible for premium programming at the non-member rates to join classes or programs when available.
- Non-Members also may purchase towel service while in the Rookery.

Drop-in Child Watch Program

Rate	\$3/child/stay
------	----------------

- Childcare is available to members of The Rookery Activity Center.
- Rates are per child/stay.
- 2 ½ hour maximum stay for any child.
- Payment due at drop-off and is non-refundable.
- Parent/Guardians must stay inside the Rookery Activity Center while child is in child watch.

Towel Service

Towel Service	\$4 One-Time Fee	\$10 Monthly
---------------	------------------	--------------

Premium Fitness Classes (i.e. Kettlebells)

- **Not included with membership. Ron to provide fee schedule.**

Spinning Classes

- **Not included with membership. Ron to provide fee schedule.**

Personal and Specialty Training

- **Not included with membership. Ron to provide fee schedule.**