CITY COUNCIL WORK SESSION AGENDA CITY OF LINO LAKES

Monday, August 7, 2023 Community Room 6:00 P.M.

- 1. Watermark PUD Amendment #4-PUD Development Stage Plan/Preliminary Plat, Katie Larsen
- 2. 440 Park Court-Lino Lakes Tech Center Concept Plan, Katie Larsen
- 3. Otter Lake Road Extension Plans & Specs, Michael Grochala
- 4. Apollo Business Park Business Expansion, Michael Grochala
- 5. Cannabis in Public Spaces, Kyle Leibel
- 6. Q1 and Q2 Public Safety Update, Kyle Leibel
- 7. Fire Services Discussion, Councilmember Lyden/Cavegn
- 8. Council Updates on Boards/Commissions, City Council
- 9. Driveway Access Agreement Insurance Requirements, Michael Grochala
- 10. Carole Estates 2nd Addition Land Sale (Closed Discussion), Michael Grochala
- 11. Adjourn

WORK SESSION STAFF REPORT Work Session Item No. 1

Date: August 7, 2023

To: City Council

From: Katie Larsen, City Planner

Re: Watermark PUD Amendment #4-PUD Development Stage Plan/Preliminary Plat

Background

At the Work Session, staff will present the August 14, 2023 Council staff report.

The applicant, U.S. Home, LLC, submitted a Land Use Application for Watermark PUD Amendment #4 - PUD Development Stage Plan/Preliminary Plat hereafter referred to as PUD Amendment #4. They are proposing an amendment to the north end of Watermark residential development in regards to lot sizes and housing products. The total number of housing units remains 864 and does not change. Staff, Boards, and Council provided feedback on three (3) different Concept Plans from October 2022 to April 2023.

Requested Council Direction

None, discussion only.

Attachments

1. August 14, 2023 Council Staff Report

CITY COUNCIL AGENDA ITEM 6A

STAFF ORIGINATOR: Katie Larsen, City Planner

MEETING DATE: August 14, 2023

TOPIC: Watermark PUD Amendment #4-PUD Development Stage

Plan/Preliminary Plat

i. Consider Resolution No. 23-77 Approving PUD Amendment #4 to PUD Development Stage Plan/Preliminary Plat

ii. Consider Resolution No. 23-78 Approving First Amendment to Master Development Agreement

VOTE REQUIRED: 3/5

INTRODUCTION

Staff is requesting City Council consideration of the above noted resolutions.

Complete Application Date:	June 21, 2023
60-Day Review Deadline:	August 20, 2023
120-Day Review Deadline:	October 19, 2023
City Council Work Session:	August 7, 2023
City Council Meeting:	August 14, 2023

This Council staff report provides updates to the July 12, 2023 Planning & Zoning staff report. Changes are either narratively described or shown as strikethrough (deletions) or <u>underline</u> (additions).

BACKGROUND

The applicant, U.S. Home, LLC, submitted a Land Use Application for Watermark PUD Amendment #4 - PUD Development Stage Plan/Preliminary Plat hereafter referred to as PUD Amendment #4. They are proposing an amendment to the north end of Watermark residential development in regards to lot sizes and housing products. The total number of housing units remains 864 and does not change. Staff, Boards, and Council provided feedback on three (3) different Concept Plans from October 2022 to April 2023.

The following Council approvals related to the PUD Development Stage Plan are still in effect:

- June 13, 2016: Resolution No. 16-51 approving PUD Development Stage Plan/Preliminary Plat
- October 9, 2017: Resolution No. 17-95 approving Amendment #1 to Land Use Plan
- December 11, 2017: Resolution No. 17-133 approving Amendment #2 to Architectural Design Standards
- October 14, 2019: Resolution No. 19-131 approving Amendment #3 to Architectural Design Standards

This staff report is based on review the following plan sets and documents:

- Land Use Plan revision date June 2, 2023 prepared by Carlson McCain
- Watermark Civil Plan revision date June 12, 2023 prepared by Carlson McCain
- Watermark PUD Booklet dated June 12, 2023 prepared by Lennar
- Stormwater Management Plan revision date June 12, 2023 prepared by Carlson McCain

ANALYSIS

Watermark is a 372 acre master planned residential community consisting of 692 single family lots and 172 townhome units totaling 864 housing units. Lennar is proposing an amendment to the north end of the Watermark PUD Development Stage Plan/Preliminary Plat and Land Use Plan to modify lot sizes and housing product types to address demand changes in the housing market. The proposed amendment does not change any architectural requirements or the total number of housing units.

Current Land Use Plan dated August 27, 2018

The current Land Use Plan details 55ft, 60ft, 65ft and 75ft lot widths and associated housing products on the north end of the site.

- 94 lots @ 65 ft
- 67 lots @ 55-60 ft
- 1.05 acre private park

PUD Amendment Concept Plans

The applicant submitted three (3) concept plans that were reviewed by the Planning & Zoning Board and City Council from October 2022 to April 2023. At the April 3, 2023 Work Session, the City Council generally supported Concept Plan A dated Feb 10, 2023 with 55, 60 and 65ft wide lots and with the removal of the townhomes.

Lot Size Summary

The following table is a summary of just the north end of the development and the current land use plan, 3 proposed concept plans and PUD Amendment #4.

	Current Land Use Plan (August 2018)	Original Concept (Sept 2022)	Concept A (Feb 2023)	Concept B (Feb 2023)	PUD Amend #4 (July 2023)
Townhomes	0	74	57	68	0
65-foot lots	94	6	6	6	6
60-foot lots	67	37	37	37	63
55-foot lots	07	26	40	33	92
50-foot lots	0	0	21	17	0
45-foot lots	0	18	0	0	0
TOTAL UNITS	161	161	161	161	161
Additional Open Space	0 acres	14.7 acres	12.6 acres	14.3 acres	3.8 acres
Private Park	1.05 acres	0 acres	0 acres	0 acres	1.06 acres

Density

The following table is a density comparison of the current and proposed PUD Amendment #4 Land Use Plans for the entire development.

DLID

		PUD
	Current	Amend #4
	Aug 2018	June 2023
Gross Area (acres)	372.24	372.24
Wetlands & Water Bodies	45.09	45.09
Public Parks & Open Space	66.25	69.27
Arterial ROW	5.46	5.46
Other (Undevelopable)	0.62	0.62
Net Area (acres)	254.82	251.80
# of Housing Units	864	864
Gross Density (units/acre)	2.32	2.32
Net Density (units/acre)	3.39	3.43

The 2030 Comprehensive Plan was in effect at the time of original approval. The Plan guided the area for mixed use and required a density of 3.0 to 4.5 dwelling units per net acre. The current 2040 Comprehensive Plan guides the area for Low Density Mixed Residential and requires a density of 3.0 to 4.0 units per net acre. The proposed amendment meets both density requirements.

Zoning

In June 2016, the Council adopted Ordinance No. 04-16 approving rezoning of the development to PUD, Planned Unit Development. PUD Amendment #4 will utilize the same setbacks as originally approved.

Setbacks			
Front	25 feet		
Side (garage)	7.5 feet		
Side (house)	7.5 feet		
Side (corner lot)	20-25 feet		
Rear	25 feet		

Building Design and Architectural Standards

There are no changes to architectural standards. Resolution No. 17-133 and No. 19-131 will still be in effect.

Subdivision Ordinance

The proposed street layouts and widths, stormwater management facilities, drainage & utility easements, watermain, and sanitary sewer design meet subdivision ordinance requirements. Street right-of-way width is 60ft and the paved street is 30ft back to back. The proposed cul de sacs are less than 500ft in length. Sidewalks are incorporated in the plans. Resolution No. 17-133 details that the minimum lot size for single family lots shall be the Lot Width x 130ft. The proposed amended lots meet or exceed these requirements. The outlots are for wetlands, open space, trail corridors and private park.

Parks and Trails

The original Land Use Plan proposed a 1.05 acre Private Park in the northeast neighborhood. The amended plan proposes a 1.06 Private Park at the south end of the cul de sac adjacent to the public open space and tying into the trail system. This park is intended for passive recreation and will not have playground amenities. The park will also be owned and maintained by the HOA. Land dedication for the private park and trail construction costs will be credited from the total payment in lieu of land dedication.

Comprehensive Plan

Lennar's proposed PUD Amendment #4 is consistent with the approved PUD Development Stage Plan and Comprehensive Plan in regards to resource management system plan, housing plan, economic development, transportation plan and utility plans.

Wetlands

There are no changes to the wetland mitigation plan. Open Space Easements will be obtained over wetlands and open space areas. Open Space/Wetland Buffer signs shall be installed per Sheet L12.

Floodplain

There are no changes to the FEMA floodplain.

PUD Final Stage Plan/Final Plat

Land use applications for PUD Final Plan/Final Plat shall be required.

Findings of Fact

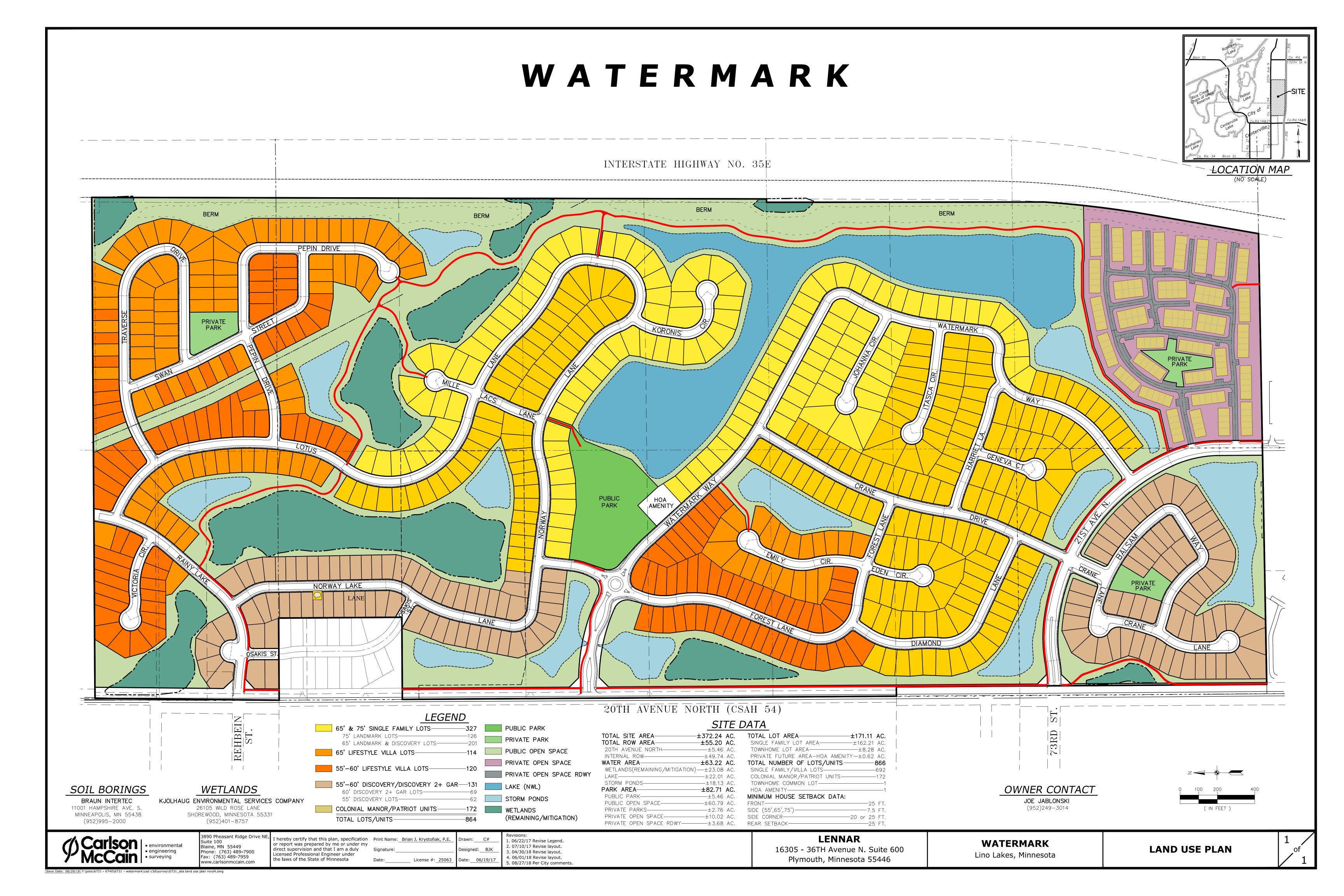
The Findings of Fact for Watermark PUD Amendment #4 are detailed in Resolution No. 23-77.

RECOMMENDATION

The Planning & Zoning Board held a public hearing regarding Watermark PUD Amendment #4 on July 12, 2023. There were no public comments. The Board recommended approval with a 5-0 vote.

ATTACHMENTS

- 1. Current Land Use Plan
- 2. Resolution No. 23-77
- 3. Amended Land Use Plan and Preliminary Plat Plan Sheets 16-18
- 4. Resolution No. 23-78
- 5. First Amendment to Master Development Agreement



CITY OF LINO LAKES RESOLUTION NO. 23-77

RESOLUTION APPROVING WATERMARK PUD AMENDMENT #4-PUD DEVELOPMENT STAGE PLAN/PRELIMINARY PLAT

WHEREAS, the City received a land use application for Watermark PUD Amendment #4-PUD Development Stage Plan/Preliminary Plat approval hereafter referred to as Development; and

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

- Land Use Plan revision date June 2, 2023 prepared by Carlson McCain
- Watermark Civil Plan revision date June 12, 2023 prepared by Carlson McCain
- Watermark PUD Booklet dated June 12, 2023 prepared by Lennar
- Stormwater Management Plan revision date June 12, 2023 prepared by Carlson McCain; and

WHEREAS, the City Council the approved the PUD Development Stage Plan/Preliminary Plat with Resolution No. 16-51 on June 13, 2016; and

WHEREAS, the Planning & Zoning Board reviewed and recommended approval of the Development on July 12, 2023; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Lino Lakes:

FINDINGS OF FACT

- (1) General. Any concept plan, preliminary plat or final plat deemed premature pursuant to the following criteria shall be denied by the City Council.
- (2) Conditions for establishing a premature subdivision. A subdivision may be deemed premature should any of the following conditions not be met.
 - (a) Consistency with the Comprehensive Plan. Including any of the following:
 - 1. Land use plan;
 - 2. Transportation plan;
 - 3. Utility (sewer and water) plans;
 - 4. Local water management plan;
 - 5. Capital improvement plan; and
 - 6. Growth management policies, including MUSA allocation criteria.

The proposed Watermark PUD Amendment #4 is consistent with the goals and policies of the comprehensive plan in regards to resource management, land use, housing, transportation,

utilities, local water management, capital improvements and growth management. The development is consistent with residential land use and density requirements. Safe transportation corridors and public utilities also serve the development.

(b) Consistency with infill policies. A proposed urban subdivision shall meet the city's infill policies.

The proposed Watermark PUD Amendment #4 is consistent with infill policies. The development is within the 2040 Utility Staging Area 1A (2018-2025) and 1B (2025-2030). The cost, operation and maintenance of the utility system is consistent with the normal costs projected by the water and sanitary system plans. No future utility costs are proposed.

(c) Roads or highways to serve the subdivision. A proposed subdivision shall meet the requirements for level of service (LOS), as defined by the Highway Capacity Manual.

The proposed Watermark PUD Amendment #4 will not negatively impact the transportation system. Level of Service (LOS) requirement is met. The number of housing units does not change from the original approved PUD.

(d) Water supply. A proposed subdivision shall be deemed to have an adequate water supply.

The proposed Watermark PUD Amendment #4 has an adequate water supply. The number of housing units does not change from the original approved PUD.

(e) Waste disposal systems. A proposed subdivision shall be served with adequate waste disposal systems.

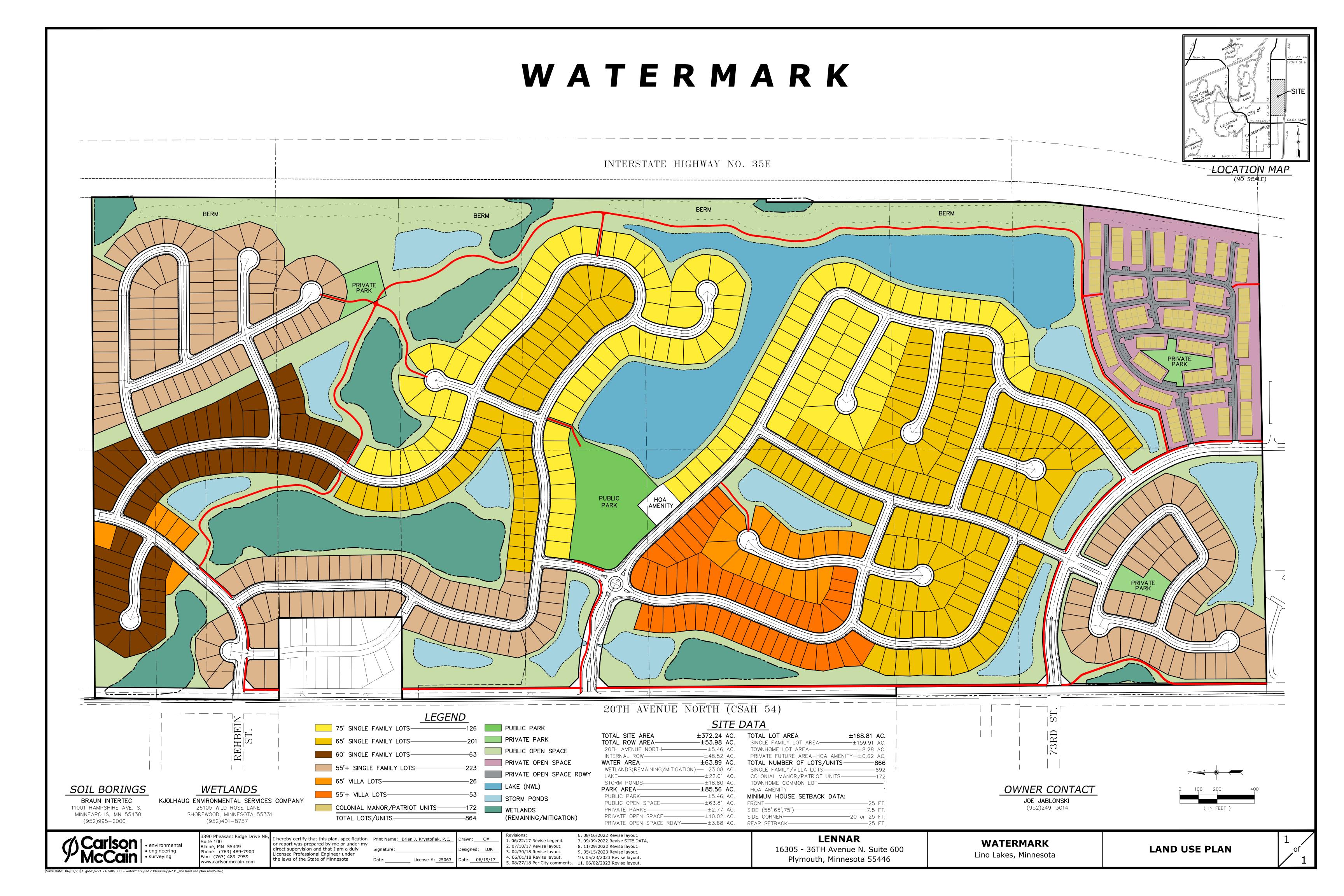
The proposed Watermark PUD Amendment #4 has an adequate waste disposal system. The number of housing units does not change from the original approved PUD.

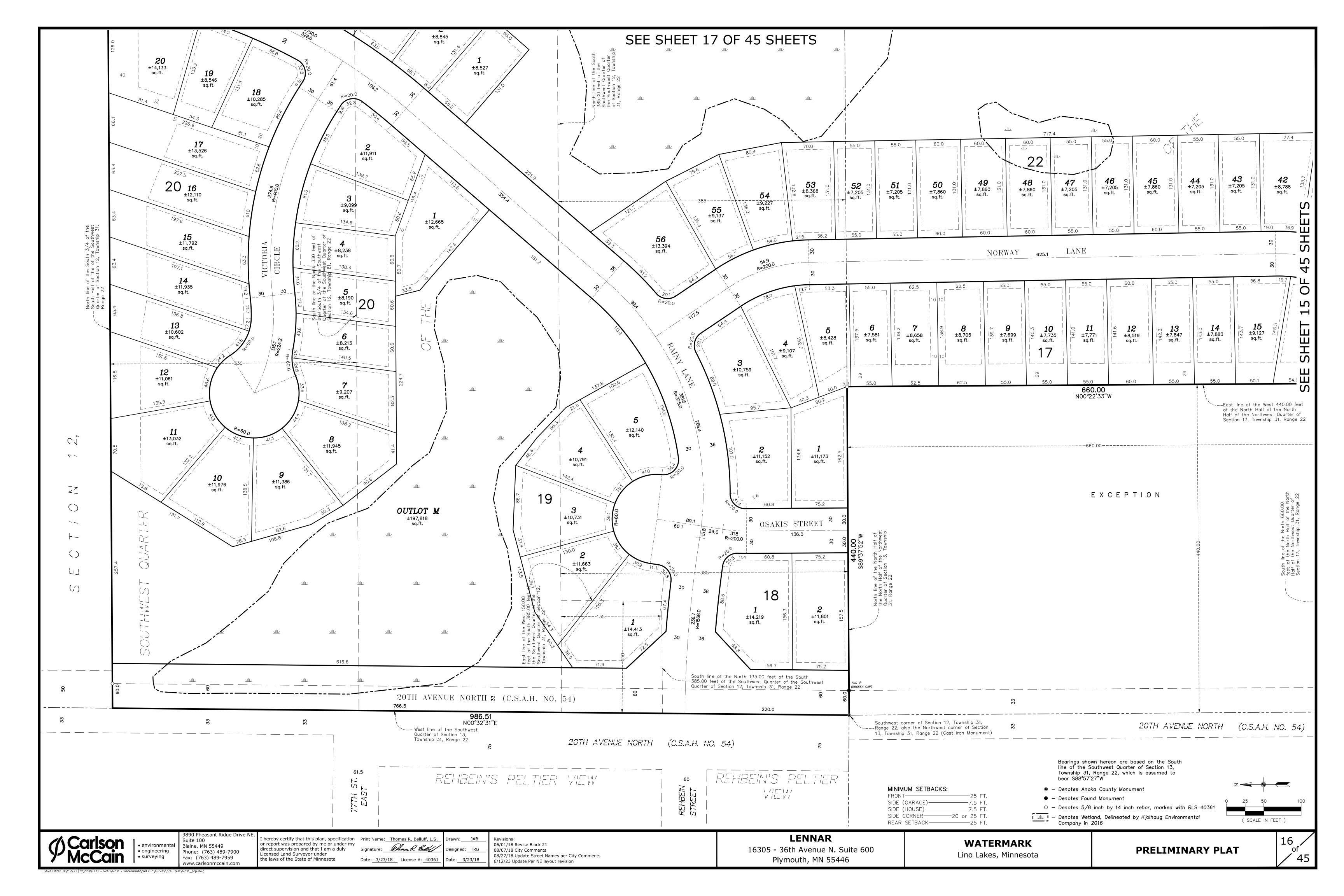
BE IT FURTHER RESOLVED, the proposed Development is not considered premature and meets the performance standards of the subdivision and zoning ordinance; and

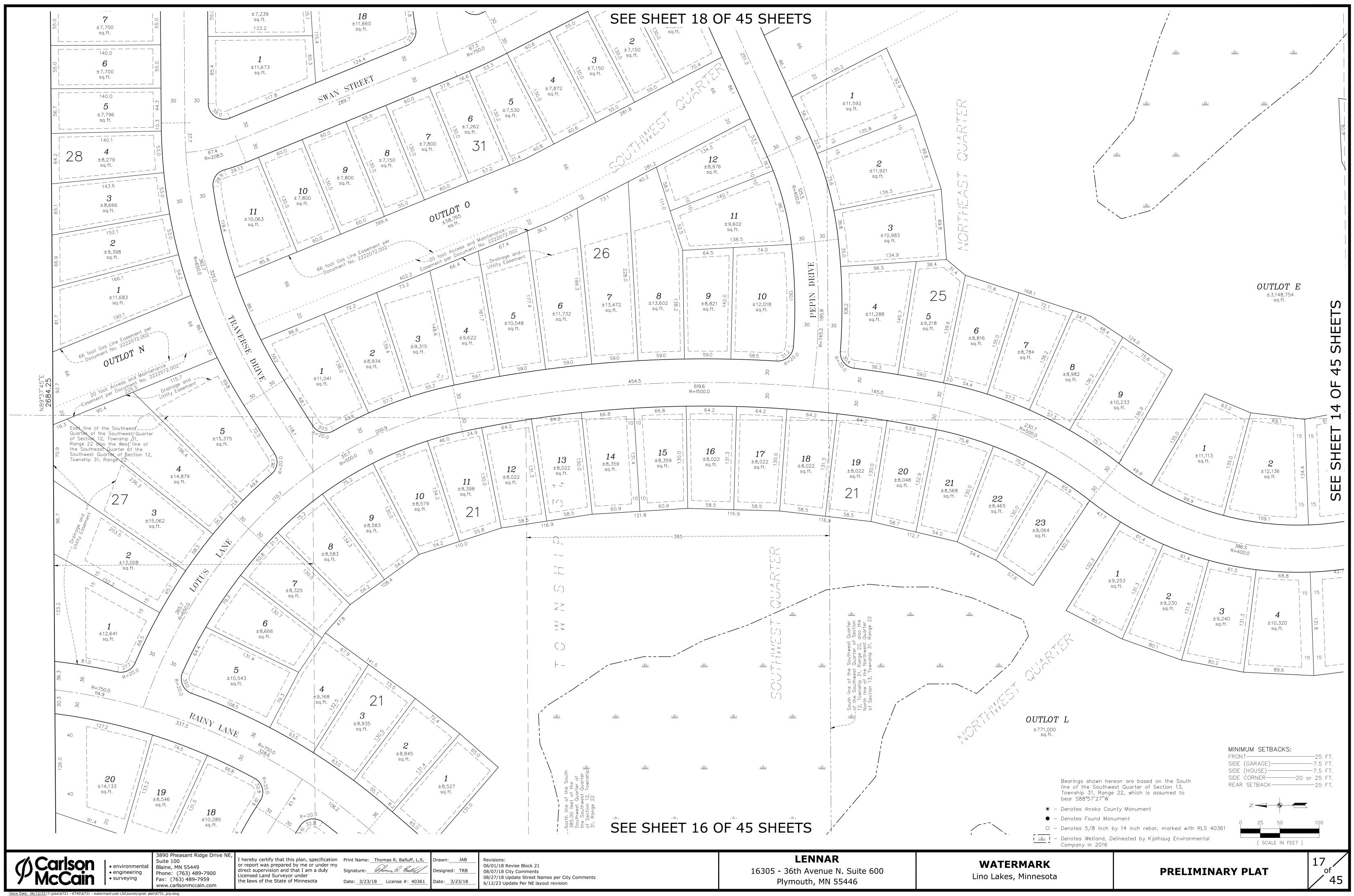
BE IT FURTHER RESOLVED, the following Council approvals are still in effect:

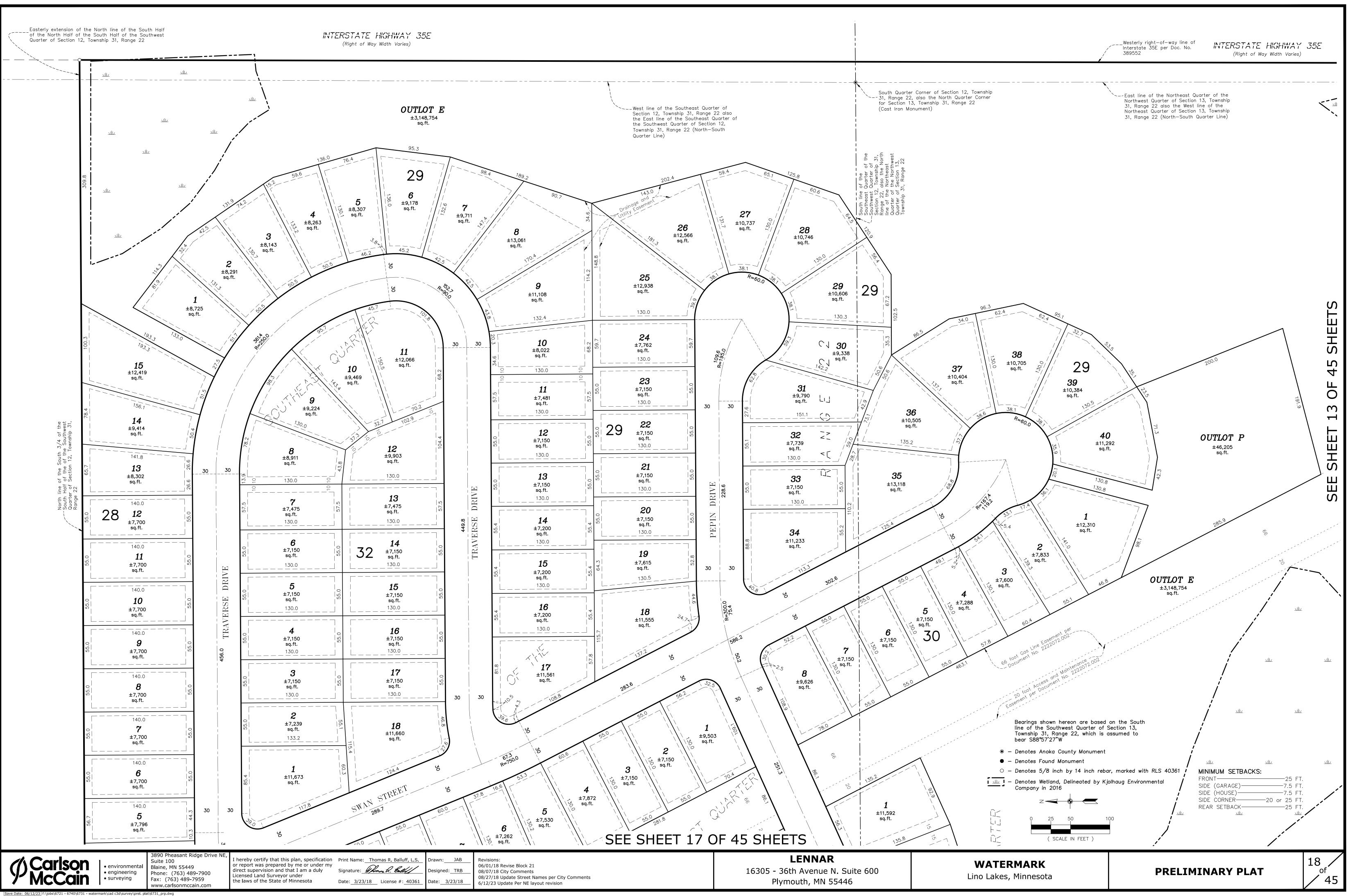
- June 13, 2016: Resolution No. 16-51 approving PUD Development Stage Plan/Preliminary Plat
- October 9, 2017: Resolution No. 17-95 approving Amendment #1 to Land Use Plan
- December 11, 2017: Resolution No. 17-133 approving Amendment #2 to Architectural Design Standards
- October 14, 2019: Resolution No. 19-131 approving Amendment #3 to Architectural Design Standards

Adopted by the City Council of the City	of Lino Lakes this 14th day of August 2023.	
	D. I. D. Coute. Massa	
	Rob Rafferty, Mayor	
ATTEST:		
Lillian Challes Classic		
Jolleen Chaika, City Clerk		









CITY OF LINO LAKES RESOLUTION NO. 23-78

RESOLUTION APPROVING FIRST AMENDMENT TO WATERMARK MASTER DEVELOPMENT AGREEMENT

WHEREAS, on November 13, 20118 the City Council passed Resolution No. 18-144 approving Watermark Master Development Agreement; and

WHEREAS, an amendment has been made to the Master Development Agreement.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Lino Lakes approves the First Amendment to Master Development Agreement between U.S. Home, LLC and the City of Lino Lakes and authorizes the Mayor and City Clerk to execute such agreement on behalf of the City

Adopted by the City Council of the City of Lino Lakes this 14th day of August 2023.				
	Rob Rafferty, Mayor			
ATTEST:				

Jolleen Chaika, City Clerk

FIRST AMENDMENT AGREEMENT

This Agreement is entered into on this _	day of	, 2023, by and between the
City of Lino Lakes, a Minnesota municipal corp	oration ("City	"), and U.S. Home, LLC, a
Delaware limited liability company ("Develope	r"). This Agree	ement amends the March 7, 2019
Master Development Agreement (the "MDA") l	oetween the pa	rties hereto.

WHEREAS, under the MDA the City approved an initial Development Stage Plan for the Development governed by the MDA.

WHEREAS, the Development is legally described on the attached Exhibit A.

WHEREAS, the City and Developer have agreed via Resolution Numbers 17-95, 17-133, and 19-131 to varied modifications in the Development Stage Plan, which amendments are hereby ratified to be a part of the MDA.

WHEREAS, the City and Developer wish to amend the Development Stage Plan again as set forth below.

NOW, THEREFORE, IT IS AGREED AS FOLLOWS:

- 1. The City and Developer agree to further amend the Development Stage Plan as follows: Resolution Number 23-77 amending preliminary plat lot sizes and housing products.
- 2. Except as expressly provided for herein, all other terms of the MDA shall remain in full force and effect.

CITY OF LINO LAKES			
By Mayor	-		
ATTEST			
By	-		
City Clerk			
STATE OF MINNESOTA) SS			
COUNTY OF ANOKA)		
by Rob Rafferty as Mayor of the C Notary Public	of Lino Lakes on behalf of	i said City.	
STATE OF MINNESOTA)			
) SS COUNTY OF ANOKA)		
COUNTY OF ANORA)		
This instrument was ackno by Jolleen Chaika as City Clerk of	wledged before me on The City of Lino Lakes on bel		, 2023
Notary Public			

DEVELOPER				
Ву				
Jon Aune Its Vice Presi	dent			
STATE OF MINN	NESOTA)) SS)			
On this for said County, p		on Aune, Vice Preside	fore me, a Notary Public ont of U.S. Home, LLC. (1	
No	tary Public			

This instrument was drafted by

Squires, Waldspurger & Mace 333 South 7th St., Ste 2800 Minneapolis, MN 55402

RASW: 120051

Exhibit A

Legal Description

(To Follow)

Watermark PUD Amendment #4

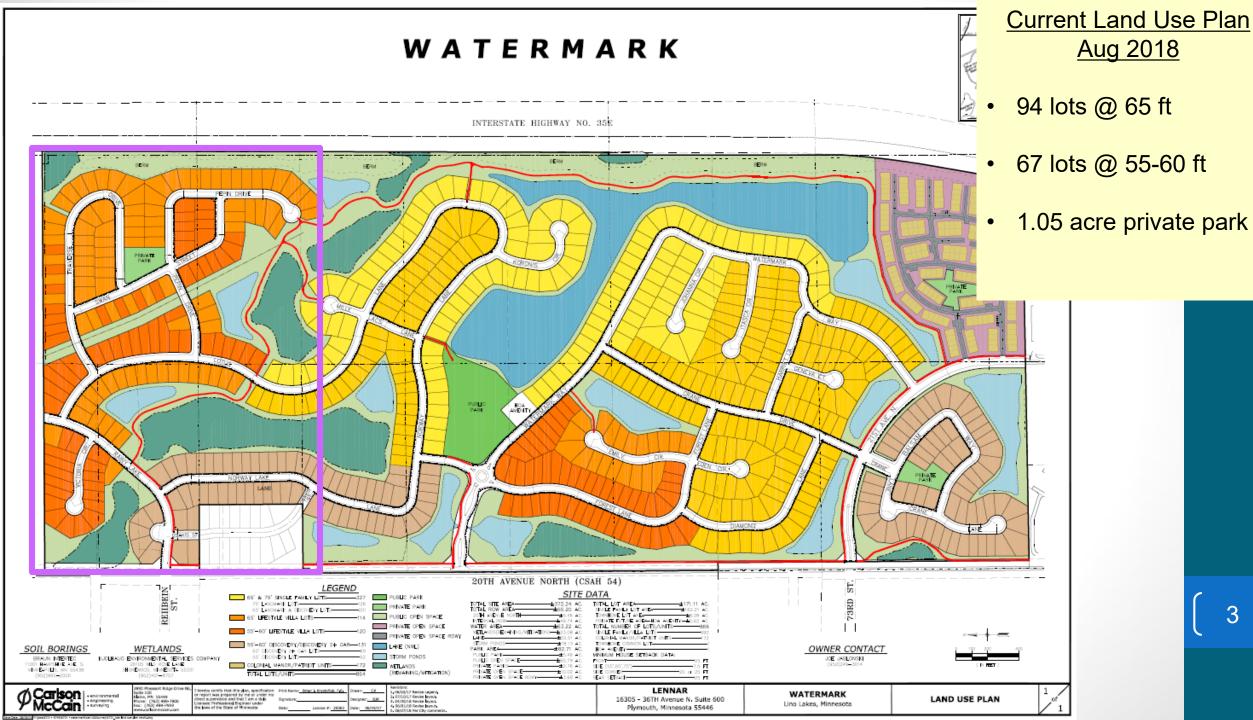
Work Session

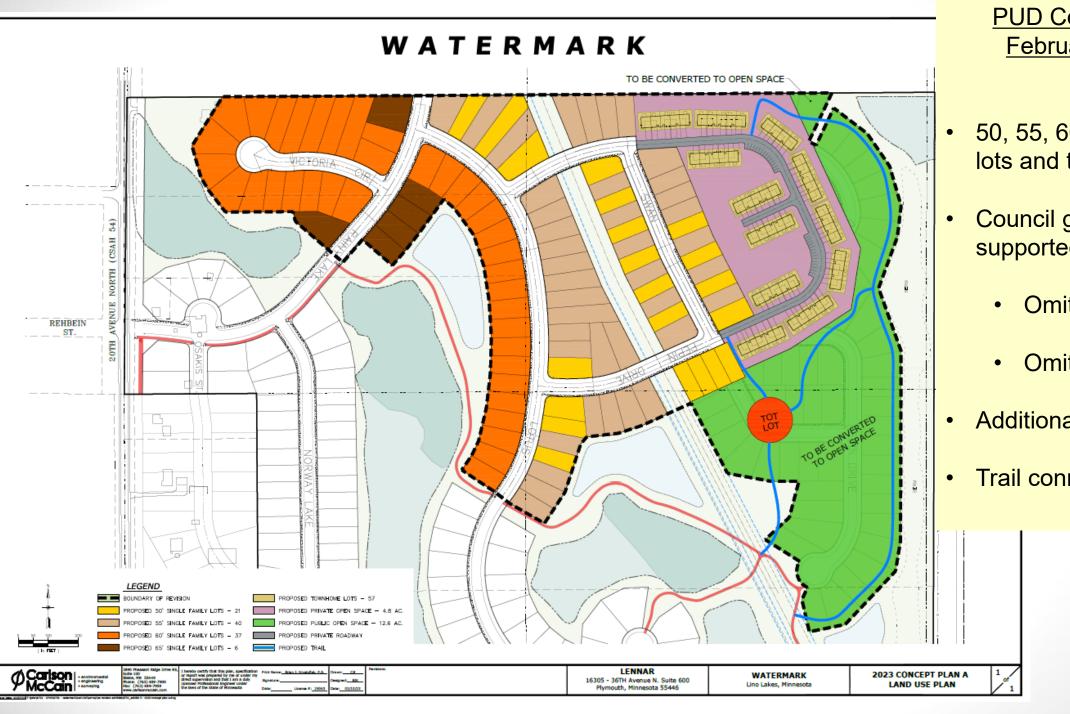
August 7, 2023

Land Use Application

- Amendment #4-PUD Development Stage Plan/Preliminary Plat and Land Use Plan
 - Lot Sizes
 - Housing products
 - Meet changes in housing market demand
 - No change in architectural design stands or overall total # housing units (864)
- 3 different concept plans reviewed from Oct 2022 to April 2023

This is formal land use application to amend the plan.





PUD Concept Plan A February 10, 2023

- 50, 55, 60, and 65ft wide lots and townhomes
- Council generally supported Concept Plan A
 - Omit 50ft wide lots
 - Omit townhome units
- Additional open space
- Trail connections



PUD Amend #4-Land Use Plan

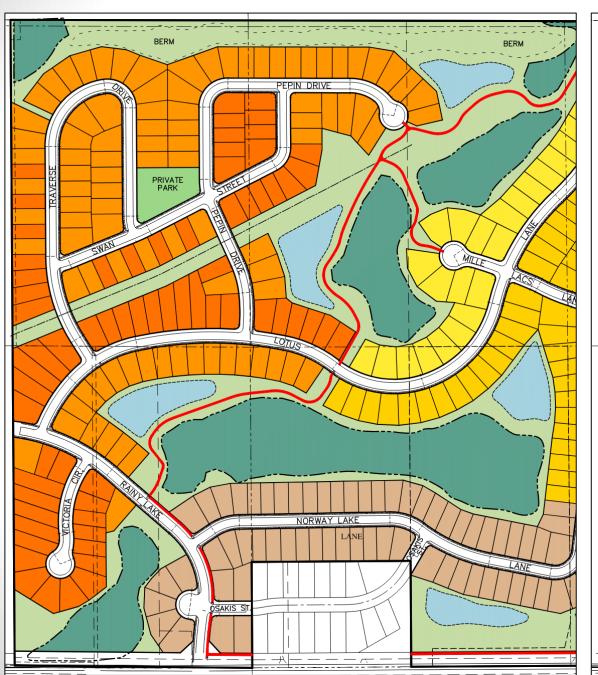
- 65ft lots (orange) = 6
- 60ft lots (brown) = 63
- 55ft lots (tan) = 92
- Additional Open Space = 4 acres
- Private Park = 1.06 acres
 - Passive recreation
 - HOA owned and maintained
 - Land dedication and trail construction costs will be credited
- Trail corridors
- No changes to wetland mitigation plan

Summary

	Current Land Use Plan (August 2018)	Original Concept (Sept 2022)	Concept A (Feb 2023)	Concept B (Feb 2023)	PUD Amend #4 (July 2023)
Townhomes	0	74	57	68	0
65-foot lots	94	6	6	6	6
60-foot lots	67	37	37	37	63
55-foot lots	67	26	40	33	92
50-foot lots	0	0	21	17	0
45-foot lots	0	18	0	0	0
TOTAL UNITS	161	161	161	161	161
Additional Open Space	0 acres	14.7 acres	12.6 acres	14.3 acres	3.8 acres
Private Park	1.05 acres	0 acres	0 acres	0 acres	1.06 acres

Current Land Use Plan

PUD Amend #4





Density

	Current	PUD Amend #4
	Aug 2018	June 2023
Gross Area (acres)	372.24	372.24
Wetlands & Water Bodies	45.09	45.09
Public Parks & Open Space	66.25	69.27
Arterial ROW	5.46	5.46
Other (Undevelopable)	0.62	0.62
Net Area (acres)	254.82	251.80
# of Housing Units	864	864
Gross Density (units/acre)	2.32	2.32
Net Density (units/acre)	3.39	3.43

- 2030 Comprehensive Plan required a density of 3.0 to 4.5 units per net acre.
- 2040 Comprehensive Plan requires a density of 3.0 to 4.0 units per net acre.
- The proposed amendment meets both density requirements.

Zoning

- PUD, Planned Unit Development per Ordinance No. 04-16
- Resolution No. 17-133 details lot size and architectural standards
- Minimize Lot Size = Lot Width x 130ft
 - Lot Size Range: = 7,150sf (55' x 130') to 8,450sf (65' x 130ft)
- Setbacks will remain the same
 - Front = 25ft
 - Side = 7.5 ft
 - Rear = 25ft
- All housing products shall meet approved Watermark architectural standards

INTERSTATE HIGHWAY NO. 35E INTERSTATE HIGHWAY NO. 35E ±372.24 AC. -±53.98 AC. WATERMARK PRELI 16305 - 36th Avenue N. Suite 600 Plymouth, MN 55446

Preliminary Plat

- 60ft wide ROW
- 30ft paved street
- Cul de sacs < 500ft
- Sidewalks
- Outlots
 - Wetlands
 - Open space
 - Trail corridors
 - Private park
- Preliminary plat meets subdivision ordinance requirements
- Consistent with PUD Development Stage Plan/Preliminary Plat

Findings of Fact-Preliminary Plat

- Consistency with Comprehensive Plan
- Consistency with infill policies
- Roads or highways to serve the subdivision
- Water supply
- Waste disposal systems
- Finding = Not a premature subdivision

Planning & Zoning Board

- Board held a public hearing regarding Watermark PUD Amendment #4 on July 12, 2023.
- There were no public comments.
- Board recommended approval with a 5-0 vote.

Council Action

- Consider Resolution No. 23-77 Approving PUD Amendment #4 to PUD Development Stage Plan/Preliminary Plat
- Consider Resolution No. 23-78 Approving First Amendment to Master Development Agreement

WORK SESSION STAFF REPORT Work Session Item No. 2

Date: August 7, 2023

To: City Council

From: Katie Larsen, City Planner

Re: 440 Park Court-Lino Lakes Tech Center Concept Plan Review

BACKGROUND

This Work Session staff report provides updates to the July 12, 2023 Planning & Zoning staff report. Changes are either narratively described or shown as strikethrough (deletions) or underline (additions).

The applicant, Lariat Companies Inc. submitted a Land Use Application for a Concept Plan for a proposed multi-tenant industrial and indoor self-storage building at 440 Park Court. The applicant proposes to construct a 36,000sf building on the south end of the site. The north end of the site is the existing Lino Lakes Storage.

Future Land Use Applications may include:

- Conditional Use Permit for two (2) or more principal buildings
- Site and Building Plan Review

This staff report is based on the followings plan sets:

- ALTA Survey prepared by E.G. Rud & Sons, Inc. dated June 8, 2023
- Site Plan prepared by Amcon dated June 6, 2023
- Revised Site Plan prepared by Amcon dated June 6, 2023 received July 12, 2023
- Floor Plan and Building Elevations prepared by Amcon dated June 6, 2023
- Applicant Narrative prepared by Bruce Hellier dated June 13, 2023
- Trip General Statement prepared by Traffic Impact Group, LLC dated June 13, 2023
- Wetland Delineation Report prepared by Jacobson Environmental, PLLC dated May 11, 2023

ANALYSIS

History

On September 10, 2018, the City Council passed Resolution No. 18-103 approving a conditional use permit for the mini self-storage facility located on the Phase I, the north half of the 440 Park Court site. Phase II, the south half of the site, was intended for additional mini self-storage facilities; however, in January 2023, the new zoning ordinance was adopted and mini self-storage facilities are no longer allowed in the LI, Light Industrial zoning district.

The applicant is proposing to construct an industrial building with eleven (11) multi-tenant industrial units to be used by construction related businesses (Building 1) and indoor self-storage (Building 2). The revised site plan omits the reference to Building 1 and Building 2. See the attached applicant's narrative for a detailed project description.

Zoning and Land Use

The subject site is zoned LI, Light Industrial. Construction related business and indoor self-storage are permitted uses; however, a conditional use permit would be needed to allow for two (2) or more principal buildings on site (existing mini-storage facilities and industrial building/storage).

Staff Comments:

- 1. Staff recommends only permitted uses listed in the LI, Light Industrial zoning district be allowed to operate in the multi-tenant industrial building units. Conditional uses would not be allowed.
 - a. For example, auto repair or restoration would not be allowed.
 - b. At the Planning & Zoning Board meeting, the applicant's representative supported this.
- 2. Indoor self-storage or storage of personal items in the multi-tenant industrial building units/bays would not be allowed.
 - a. The intent of the units is to provide a location for smaller industrial users to operate.
 - b. Per City Code Section 1007.001 Definitions, outdoor access to individual units is prohibited for indoor self-storage.

SELF-STORAGE, INDOOR. A fully enclosed, climate-controlled building that contains separate, individual and private storage spaces of varying sizes, leased or rented on an individual basis for the storage of personal property. Individual renters' control and access individual storage spaces and each unit must be directly accessed from the interior of the building via its own access door. Outdoor access to individual units is prohibited. Ancillary retail sales of related items, such as moving supplies, and facility offices may also be included. Such facilities to be used for storage only.

c. At the Planning & Zoning Board meeting, the applicant's representative supported this.

Site and Building Plan Review

The total site is 5.74 acres. The Phase II area is approximately 2.5 acres. Per the site plan, Building 1 the building has eight (8) 25' x 60'(1,500sf) industrial units along the north side of the building. On the east side, there are three (3) 25' x 40' (1,000sf) industrial units. Building 2 It also has a 120' x 160' (19,200sf) indoor self-storage area. There is one (1) mechanical room. The total building is 36,000sf. The site plan shows 18 parking stalls. The existing stormwater pond is proposed to be expanded. Total site impervious coverage is 56% which is less than the maximum 75% allowed. Access to Phase 2 is proposed through the Phase I mini self-storage private driveways. No additional access onto CSAH 23(Lake Drive) is allowed. An 8ft privacy fence and landscaping is shown along the east lot line.

Staff Comments:

- 1. The site and building plan shall meet the performance standards of the City zoning ordinance.
- 2. The front lot line is along Park Court; therefore, the rear lot line is along the south lot line and the side lot line is along the west lot line. The site plan shall has been revised.
- 3. Per the June 23, 2023 Lino Lakes Public Safety Memo, Deputy Director Dan L'Allier has concerns about movability of fire apparatus to the access the buildings. A turning radius study is required using Lino Lakes apparatus templates.
- 4. How do emergency vehicles access the industrial building?
 - a. <u>Discussed the possibility of an emergency access drive along the west side of the existing mini self-storage building. This will still need to be evaluated.</u>
- 5. How does the general public and employees access the industrial building through the locked gate of the mini self-storage?
 - a. The applicant's representative stated tenants would be given the gate code and customers were by appointment only.
- 6. Parking spaces were calculated as warehousing at 1 space for each 2,000sf of gross floor area. 36,000sf gross floor area/2,000sf = 18 spaces.
 - a. City ordinance requires 2 spaces for each employee for Contractor's Offices and 1 space for each 500 sf of gross floor area for Light Manufacturing.
 - b. Per the applicant's narrative, a variety of industrial uses are proposed on site other than just warehousing.
 - c. Parking space requirements shall be re-evaluated.
 - d. The revise site plan shows proof of parking to the west of the building. Parking space requirements shall still be evaluated.
- 7. Wetlands exist along the west lot line and appear to be impacted by the proposed expanded stormwater pond. The revised site plan proposes a separate stormwater pond to the west of the building.
- 8. More information is needed on the intended use and build out of Building 2 the indoor storage.
 - a. The applicant's representative explained the indoor storage has permanent storage pods that are rented for personal storage.
- 9. The site plan shall accurately depict the actual construction of the mini self-storage facility.

10. To avoid future confusion, if the project moves forward, the project name should be changed from Tech Center since this isn't a technology center proposal.

Architectural Plans and Exterior Building Materials

Per the applicant's narrative, the proposed exterior materials consist of rock faced block, glass, hollow metal doors, and prefinished overhead doors. Three (3) colors are shown on the elevations (red, tan and gray). Each unit has a window.

The proposed building height is 18' 2" to the top of the wall. The proposed height is less than the maximum allowed 45ft.

Staff Comments

- 1. The building shall meet the minimum 75% exterior materials of at least two different class 1 or class 2 materials.
 - a. To be counted as a primary material, the product must comprise at least 5% of the wall surface.
 - b. Actual material percentages shall be provided to confirm to the proposed class 1 glass material and class 2 rock faced block material).
- 2. Restroom facilities are required based on the tenant user examples.
 - a. Per the applicant's representative, restrooms are provided.
- 3. <u>Upon further review</u>, staff recommends the building be "flipped" so the unit and selfstorage doors are facing west and not Lake Drive. This would give opportunity to create a stronger building façade along Lake Drive.

Other City Ordinance and Site Performance Standards

Other applicable City ordinances include but are not limited to:

- Parking
- Grading Plan and Stormwater Management
- Public Utilities
 - o Municipal water and sanitary sewer shall be extended to the building.
- Landscaping and Tree Preservation
- Signage

Wetlands

Per the Wetland Delineation Report dated May 11, 2023, there are 2 wetland basins on site totaling 0.53 acres. A WCA Notice of Decision approving the delineation is required. An approved wetland mitigation plan is required if the wetlands will be impacted.

Staff Comments:

1. Staff does not support wetland impacts for stormwater management. <u>The stormwater pond was moved to the west of the proposed building.</u>

Floodplain

The site is not within a floodplain.

Stormwater Maintenance Agreement

A stormwater maintenance agreement may be required.

Site Improvement Performance Agreement

A Site Improvement Performance Agreement is required.

Concept Plan

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.

Planning & Zoning Board Comments

The Board reviewed the concept plan on July 12, 2023 and had the following comments:

- 1. More information is needed on how the indoor storage functions and operates.
- 2. Only LI, Light Industrial permitted uses should be allowed in multi-tenant industrial units.
- 3. The multi-tenant industrial units shall not be used for personal storage.
- 4. Multi-tenant industrial units were a good use and generally supported.
- 5. Asked if there would be an onsite manager. Applicant representative stated probably not.
- 6. Berm along Lake Drive should continue south.
- 7. The zig zag pattern on the south and west elevations should be omitted.

Requested Council Direction

Staff is requesting Council feedback on the proposed concept plan.

Attachments

- 1. Applicant Narrative
- 2. Concept Plan, Building Floor Plan & Elevations and ALTA Survey
- 3. Lino Lakes Fire Division Memo dated June 23, 2023
- 4. City Engineer Memo dated July 5, 2023
- 5. Environmental Coordinator Memo dated July 5, 2023

06.13.2023

Katie Larson ACIP City Planner 600 Town Center Parkway Lino Lakes, MN 55014

Re: Lino Lakes Tech Center

New Building Narrative Lino Lakes, Minnesota

Dear Katie,

Below is a brief narrative of the proposed building design, image, and material section for the proposed new Lino Lakes Tech Center located at 440 Park Court. The attached application and associated materials are for the Concept Plan Review. The information is based on the enclosed site plans, floor plans, renderings, and elevations.

BACKGROUND FOR LINO LAKES PROJECT

Lariat Companies, Inc. was formed in 1989 by owner and founder, Ed Flaherty. He has a significant business background that includes starting four companies that grew to over \$100M in sales. Applebee's and Rapid Oil Change are companies that Ed started which you would recognize.

As part of his investment strategy, he started Lariat as a family office and real estate company. In 1990 he purchased 40+ acres around the Eden Prairie Center. He built that out over a period of 10 years (all speculative buildings) and owns and manages seven buildings today on that land, Lariat has been a long-term owner of real estate and has mostly done speculative development as an owner and rehab/turnaround of troubled real estate. Currently, lariat owns and manages approximately 1M square feet of retail, industrial, commercial office-warehouse, and self-storage. All this real estate is in Minnesota.

As a small business owner, Ed has seen the need for commercial small tenant space and is now creating a number of projects addressing this need.

Most office/warehouse for lease space starts at 5,000 square feet and increases from there. That size space is too large for emerging business.

Current Lariat projects include buildings in Waconia, Coon Rapids and in Chaska. There are three buildings in Waconia; one building is 12,000 square feet, one building is 9,000 square feet and a third building is 8,000 square feet. There are also two buildings in Bloomington near the Mall of America. The tenant mix in Waconia includes the following uses: plumbing contractor, manufacturer's rep/showroom, auto restoration, environmental company, flooring distribution and installation, small parts manufacturer, on-line retailer (e-trailer), dry wall contractor, aviation equipment, repair and sales and disaster repair contractor.

All of these tenants, but one, came out of operating in their home and/or self-storage spaces.

We also have two buildings in Bloomington which have larger bays (2,200 – 2,800 square feet). The tenant mix in these two buildings include granite showroom and fabricator, internet contractor, kitchen cabinet showroom and distributor, apparel goods wholesaler and retailer, printer, small parts manufacturer, CPA, Hispanic spice distributor, T-Shirt screen printer, overhead garage door company, photographer, industrial tool repair and distributor, HVAC contractor, audio visual contractor and distributor, and orthopedic appliance fabricator and repair.

Most of these businesses in Bloomington were mature enough they just needed larger space.

Lariat has developed management systems that allow us to manage these small users efficiently and effectively.

With the "GIG" economy claiming 25% of Americans have a side business or "GIG" and the younger generation expecting to have up to a dozen jobs in a lifetime, the days of a person working for one larger company is less likely. The younger generation have unfavorable attitudes towards large companies and hence some of the impetus to the "GIG".

LINO LAKES CORE VALUES

Minimize Light Pollution

The nature of the project is small in height, therefore the amount of light emitted will be close to the ground with the minimum of site lighting, the amount of light spillage will be minimal.

Welcoming Building

This project is accessed on one level and that is the street level only, there are 11 entry doors, one for each suite.

Zoning

The current zoning is L1 and will not be changed.

Sustainable Initiatives

The building will be in full compliance with the Minnesota Energy Code requirements.

Metering

Each suite will have a separate gas, water, and electric meter.

TRAFFIC

Please see the traffic study.

SIGNAGE

See existing site signage.

MATERIALS

Building Façade - Rock faced block, glass, hollow metal doors,

Prefinished overhead doors.

Roof - Rubber membrane
Roof Structure - Wood trusses
Floor Structure - Slab on Grade
Windows - Vinyl double hung
Man Doors - Hollow Metal

Overhead Doors - Aluminum prefinished

Please contact me if you have any questions or need any clarifications or additional information.

Sincerely

Bruce Hellier

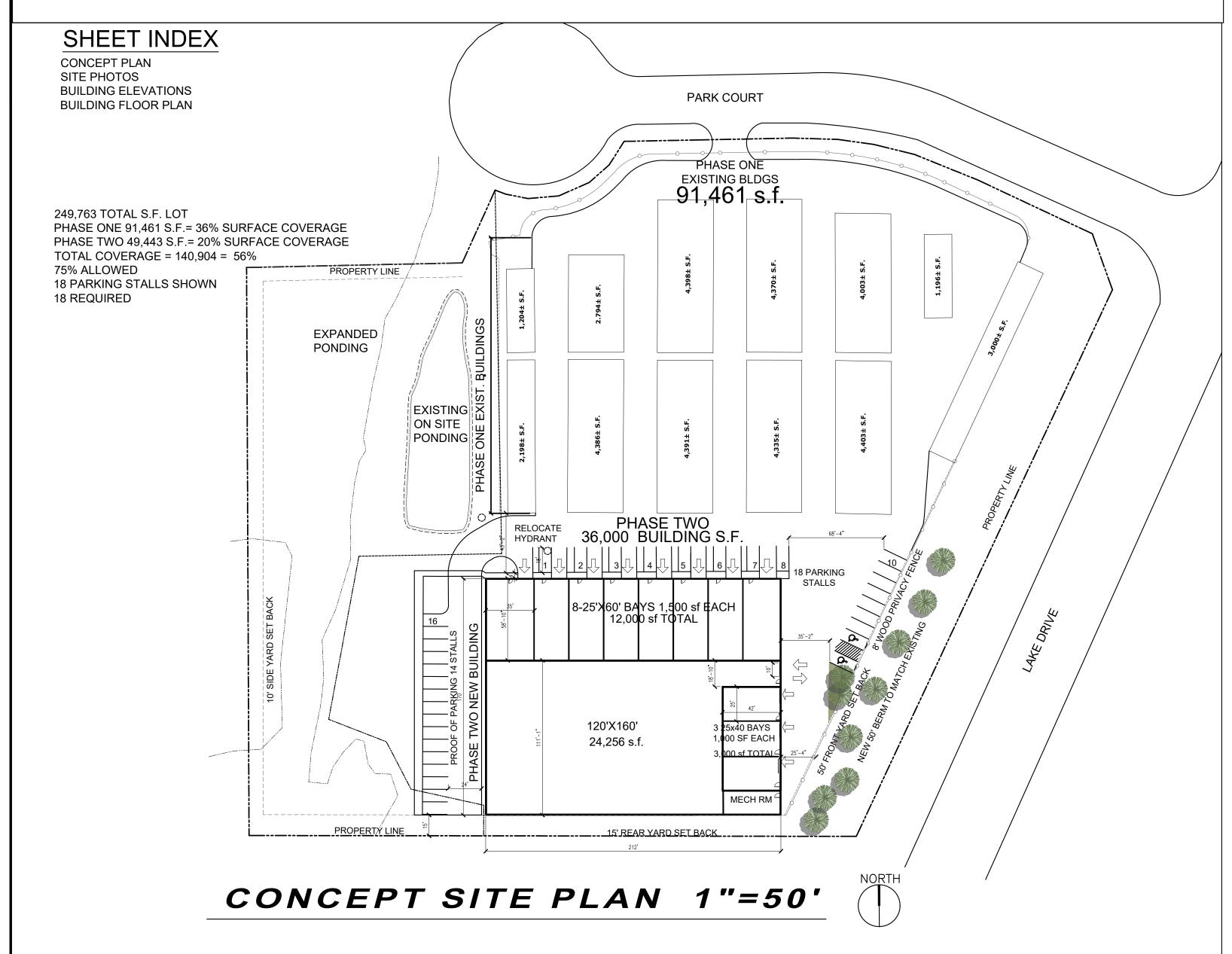
Amcon Construction

ANY HISTORICALLY IMPORTANT FEATURES.

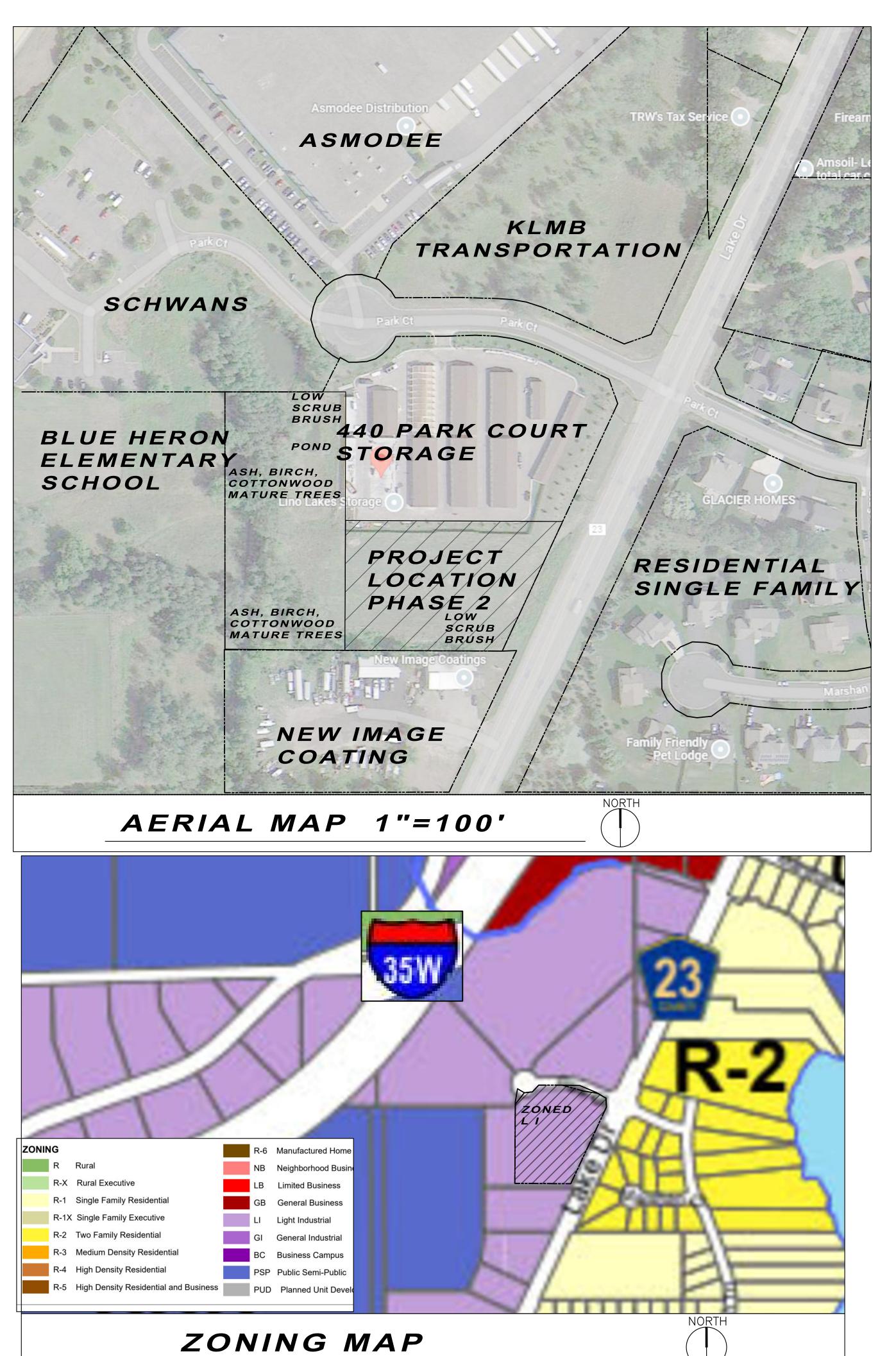
SEE THE WETLANDS STUDY FOR ALL DELINEATED WETLAND ON SITE.

LINO LAKES TECH CENTER

440 PARK COURT LINO LAKES MN 55014



DEVELOPMENT TEAM SITE DATA OWNER APPLICANT **BUILDING CONTRACTOR** PROJECT NAME: 440 PARKS STORAGE PHASE 2 **AMCON CONSTRUCTION** LARIAT COMPANIES INC. SITE ADDRESS: 440 PARK COURT 6121 BAKER ROAD SUITE #101 8345 CRYSTAL VIEW RD STE 200 LINO LAKES, MN 55014 EDEN PRAIRIE, MN 55344 MINNETONKA, MN 55345 TOTAL PARCEL: 5.73 AC **CONTACT: WAYDE JOHNSON** ZONING: L-I LIGHT INDUSTRIAL PHONE: 651-379-9016 TAX PARCEL #: 17-31-22-32-0019 WJOHNSON@AMCONCONSTRUCTION.COM INTENDED USE: LIGHT INDUST. STORAGE EXISTING USE: VACANT LOT, GRASS COVERED **ARCHITECT** SURVEYOR AMCON CONSTRUCTION E.G. RUD & SONS INC. REQUIRED SETBACKS 6121 BAKER ROAD SUITE #101 6776 LAKE DRIVE NE, SUITE 110 FRONT LINO LAKES, MN 55014 MINNETONKA, MN 55345 SIDE **CONTACT: JASON RUD** REAR PHONE: 651-361-8200 WWW.EGRUD.COM PARKING 1 SPACE PER 2,000 SF 18 REQ. 18 PROVIDED SEE THE PHASE ONE SITE STUDY FOR THE HISTORY OF THE SITE, AND



CONSTRUCTION MANAGEMENT | GENERAL CONTRACTING
6121 BAKER ROAD, SUITE 101
MINNETONKA, MINNESOTA 55345

CERTIFICATION

I HEREBY CERTIFY THAT THIS PLAN,
SPECIFICATION OR REPORT WAS PREPARED BY
ME OR UNDER MY DIRECT SUPERVISION AND
THAT I AM A DULY UCENSED ARCHITECT UNDER
THE LAWS OF THE STATE OF MINNESOTA.

REG NO:

REG NO:
DATE

AMCON CONST. CO.

All rights reserved

ME OR

THIS DOCUMENT IS AN INSTRUMENT
OF SERVICE AND IS THE PROPERTY
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MAY NOT BE USED OR

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DRAWN BY:

BGH

OO.O

NO LAKES TECH CENTE

ISSUES / REVISIONS:
CONCEPT PLAN 06.06.23

CONCEPT PLAN

C.P.

PROJECT NUMBER
21036









RESIDENTIAL

SINGLE FAMILY











ASH, BIRCH, COTTONWOOD MATURE TREES



Image Coatings













SITE IMAGES NO SCALE





CERTIFICATION

I HEREBY CERTIFY THAT THIS PLAN,
SPECIFICATION OR REPORT WAS PREPARED BY
ME OR UNDER WY DIRECT SUPERVISION AND
THAT I AM A DULY LICENSED ARCHITECT UNDER
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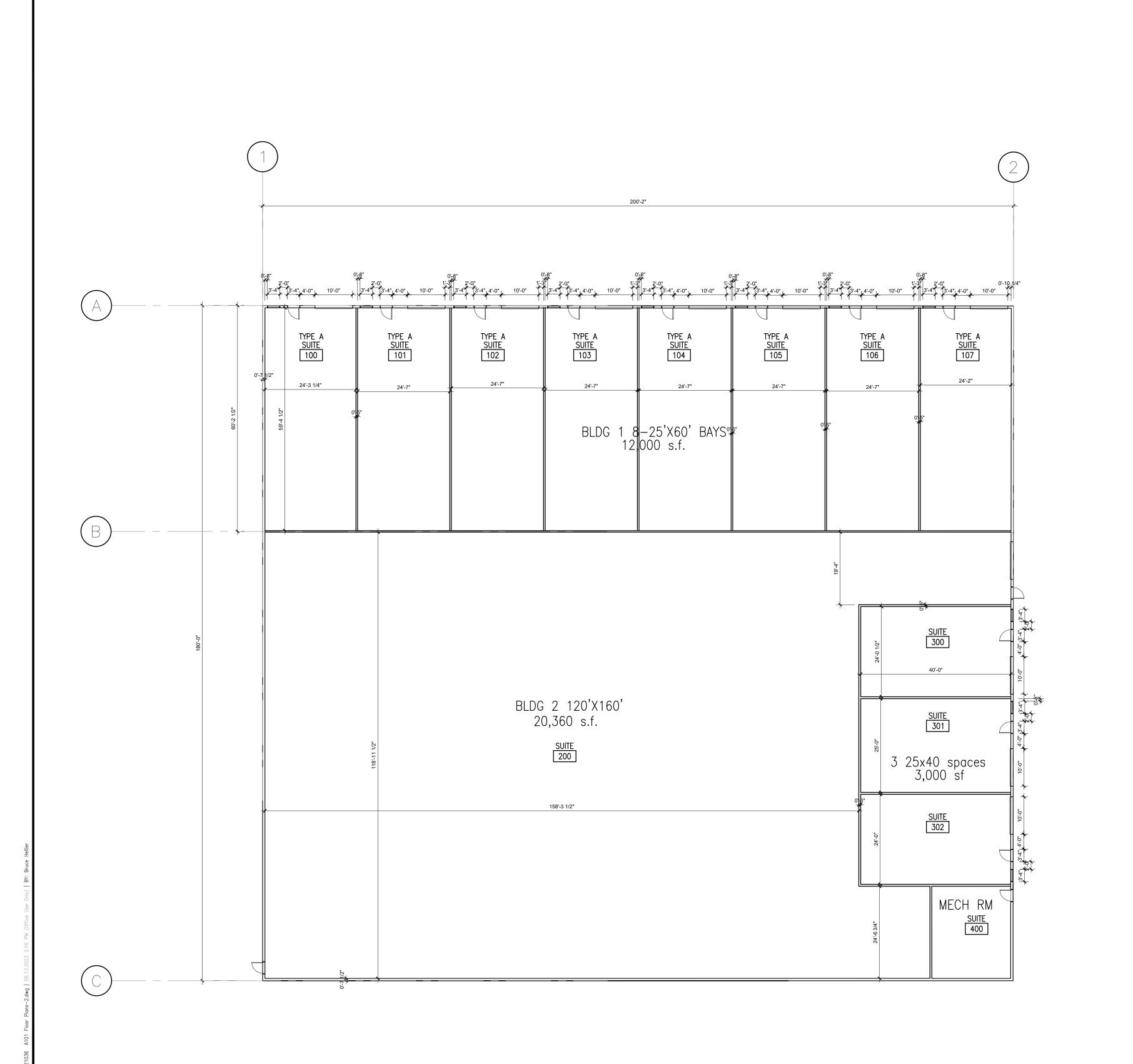
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ISSUES / REVISIONS: CONCEPT PLAN 06.06.

SITE PHOTOS

S.P.

PROJECT NUMBER
21036



SCALE: 1/16" = 1'-0"

1 FLOOR PLAN

NO I

ISSUES / REVISIONS: CONCEPT PLAN 06.06.23

FLOOR PLAN

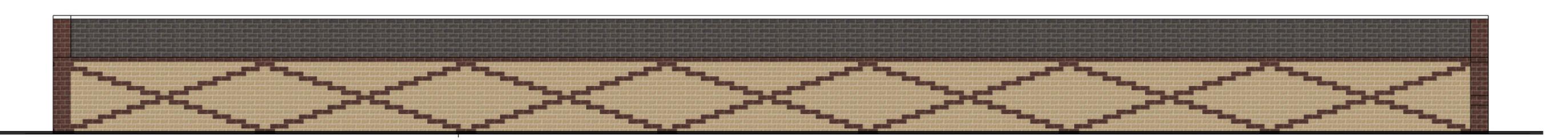
PROJECT NUMBER 21036



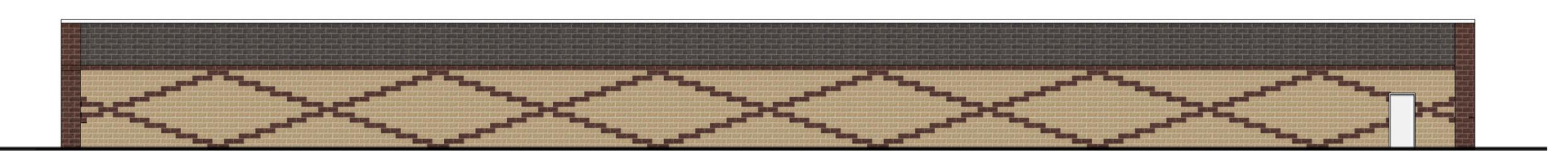
EAST ELEVATION



NORTH ELEVATION



SOUTH ELEVATION



WEST ELEVATION



CERTIFICATION

I HEREBY CERTIFY THAT THIS PLAN,
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O LAKES TECH CEN

ISSUES / REVISIONS:
CONCEPT PLAN 06.06.2

CONCEPT PLAN 06.06.23

CONCEPT ELEVATIONS

ELEV.

PROJECT NUMBER
21036

ALTA/NSPS LAND TITLE SURVEY

~for~ ELAN DESIGN ~of~ 440 Park Court Lino Lakes, MN

CERTIFICATION

I hereby certify to Lariat Companies, Inc., a Minnesota corporation, and to Old Republic National Title insurance Company, that this is a survey of:

Lot 4, Block 1, Marshan Lake Industrial Park, according to the recorded plat thereof, Anoka County, Minnesota.

and is based upon information found in the commitment for title insurance prepared by Old Republic National Title insurance Company, File No. ORTE746444, Policy No. OX13466610, dated effective November 13, 2020 at 5:00 P.M., and that all easements, if any, listed in Schedule B-II on the herein referenced commitment for title insurance, are shown hereon; and that this map or plat and the survey on which it is based were made (i) in accordance with "Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys," jointly established and adopted by ALTA and NSPS in 2021, and (ii) pursuant to the Accuracy Standards as adopted by ALTA and NSPS and in effect on the date of this certification, the undersigned further certifies that in my professional opinion, as a land surveyor licensed in the State of Minnesota, the Relative Positional Accuracy of this survey does not exceed that which is specified therein and includes Items 1, 2, 3, 4, 5, 6(a), 7(a), 7(b1), 8, 9, 11(a), and 13 of Table A thereof. The field work was completed on May 19, 2023

I further certify that this survey 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.

E.G. Rud & Sons,

GENERAL NOTES

1. Fee ownership is vested in Lariat Companies, Inc., a Minnesota corporation.

Parcel ID Number: 17-31-22-32-0019.

- 2. Address of the surveyed premises: 440 Park Court, Lino Lakes, MN.
- 3. Bearings shown hereon are based on the Anoka County Coordinate System.
- 4. Surveyed premises shown on this survey map is in Flood Zone X (Areas determined to be outside the 0.2% annual chance floodplain.), according to Flood Insurance Rate Map Community No. 270015 Panel No. 365 Suffix E by the Federal Emergency Management Agency, effective date December 16th, 2015.
- 5. Boundary area of the surveyed premises: 249,763 ± sq. ft. (5.73 acres).
- 6. A zoning endorsement letter was not furnished to the surveyor. A search of the City of Lino Lake's web site indicates that the surveyed premises shown on this survey is currently zoned LI-(Light Industrial District). Under the applicable zoning regulations, the current setbacks are:

Front (Local street) = 30 feet Front (Collector/Arterial street) = 50 feet

Side = 10 feet

Rear = 15 feet

Front = 15 feet Side = 5 feet

Rear = 5 feet

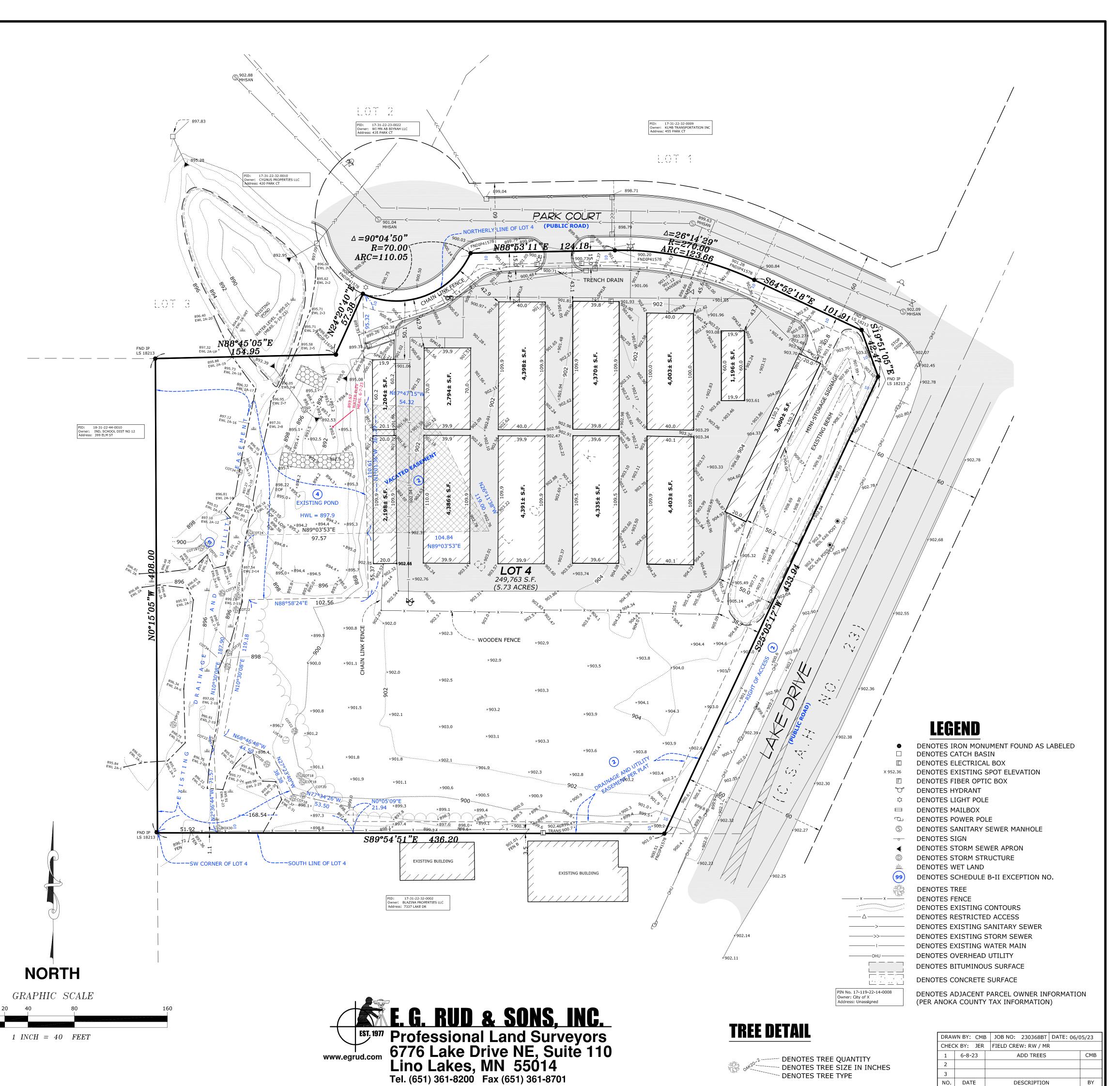
For additional information contact the City Planning Department at the City of Lino Lakes at (651)-982-2426.

- 7. The surveyed premises has access to Park Court, a public road. The site also adjoins Lake Drive, which has restricted access
- 8. There is no visible parking striping.
- 9. Location of utilities existing on or serving the surveyed property determined by: - Observed evidence collected pursuant to Section 5.E.iv.
 - Project design/as-built plans prepared by AMI Consulting Engineers dated 2-5-20.
 - Markings requested by E.G. Rud and Sons per Gopher State One Call Ticket No. 231280764
 - Excavations were not made during the process of this survey to locate underground utilities and/or structures. The location of underground utilities and/or structures may vary from locations shown hereon and additional underground utilities and/or structures may be encountered. Contact Gopher State One Call Notification Center at (651) 454-0002 for verification of utility type and field location, prior to excavation.
- 10. Subsurface and environmental conditions were not examined or considered during the process of this survey. No statement is made concerning the existence of underground or overhead containers or facilities that may affect the use or development of the surveyed premises.
- 11. Old Republic National Title Insurance Company, File No. ORTE746444, Policy No. OX13466610, Schedule B-II Survey Related
 - 2). Utility and drainage easements and rights of access to Lake Drive dedicated to the County of Anoka and the State of Minnesota as shown on the recorded plat of Marshan Lake Industrial Park. Partially vacated by Ordinance No. 11-18, recorded November 21, 2018, as Document No. 2214560.006. (**Surveyor's Note:** Existing drainage and utility easement and vacated easement are shown hereon. Access is noted.)
 - 3). Terms and conditions of Resolution Approving Conditional Use Permit for Mini Self-Storage Facilities dated September 11, 2018, recorded September 14, 2018, as Document No. 2208971.001. (**Surveyor's Note:** Improvements have been located and are shown hereon.)
 - 4). Covenants and conditions contained in Declaration for Maintenance of Stormwater Facilities dated January 15, 2019, recorded January 16, 2019, as Document No. 2218599.006. (**Surveyor's Note:** Stormwater facilities have been located and are shown hereon.)
 - 5). Permanent Drainage & Utility Easement dated January 15, 2019, recorded January 16, 2019, as Document No. (Surveyor's Note: Drainage and utility easement is shown hereon.)
 - 6.) Performance Agreement dated January 15, 2019, recorded January 16, 2019, as Document No. 2218599.008. (**Surveyor's Note:** Item is not survey related.)
 - 7). The following matters as disclosed on survey of E.G. Rud & Sons, Inc. dated July 8, 2020:
 - a) Encroachment of fence onto insured property from adjoining property to the south.

b) Fiber Optic Box located on Southerly property line.

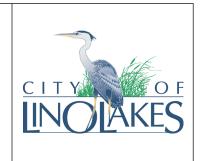
(**Surveyor's Note:** The fence and the utility box are still remaining.)







Lino Lakes Public Safety Department Memo



DATE: June 23, 2023

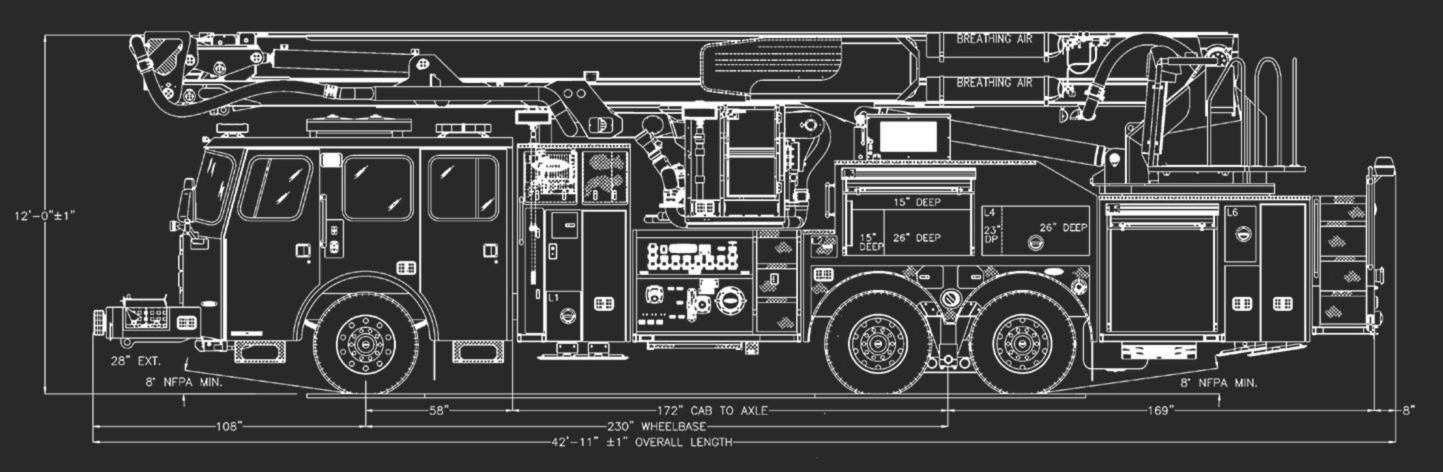
TO: Katie Larsen, City Planner

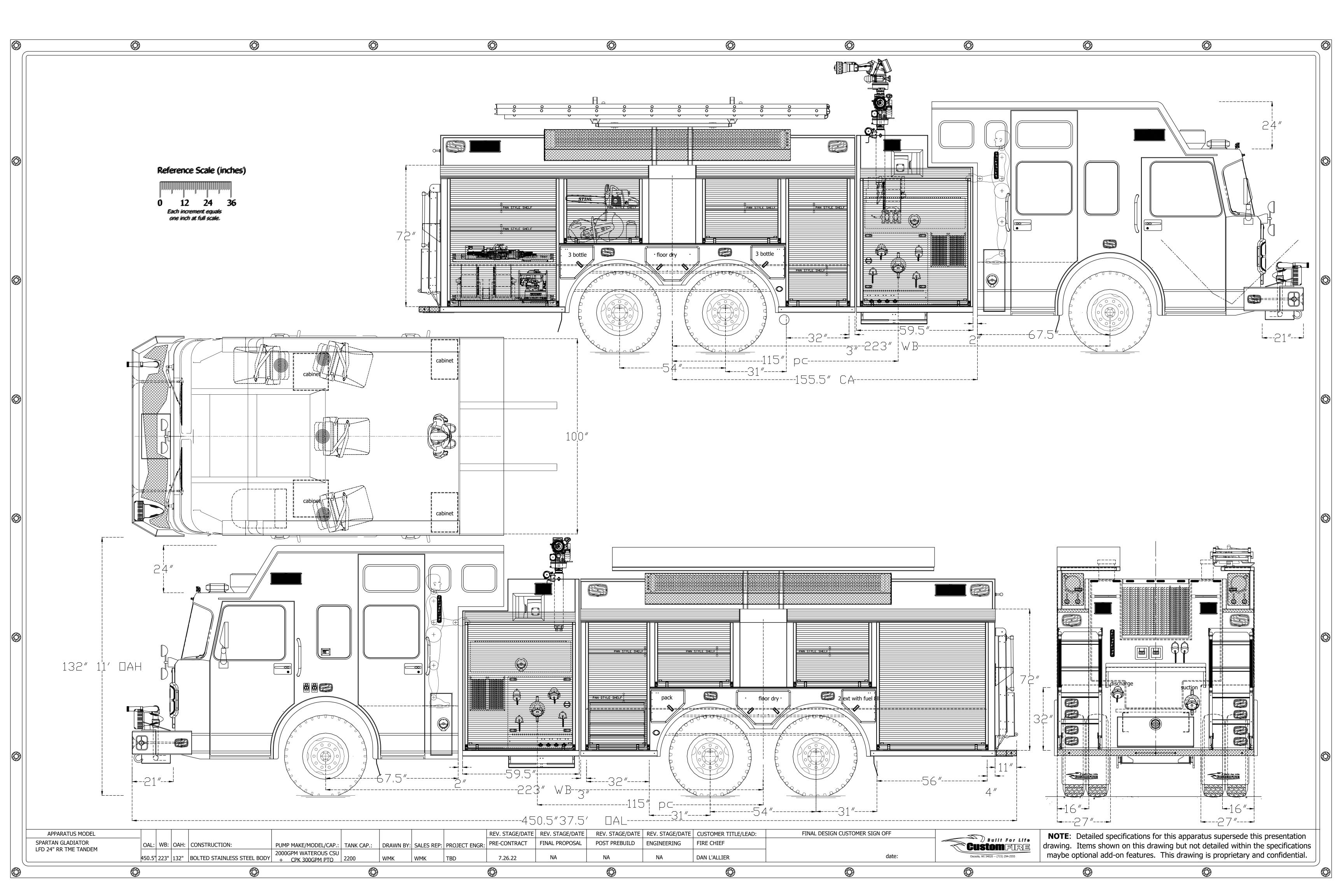
CC: John Swenson, Public Safety Director

FROM: Dan L'Allier, Deputy Director

RE: 440 Park Court Project Proposal

After reviewing the conceptual plan for 440 Park Court, I have serious concerns about the movability for fire apparatus to access the buildings indicated in the project proposal. My recommendation would be to complete a turning study, using our apparatus. I will include the wheelbase of our apparatus with this memo.







Memorandum

To: Katie Larsen, Lino Lakes City Planner

From: Diane Hankee PE, Lino Lakes City Engineer

Date: July 5, 2023

Re: Lino Lakes Tech Center

Concept Plan Review

023187-000

WSB reviewed the concept plans for the Lino Lakes Tech Center site in Lino Lakes, MN, received June 22, 2023. The site is 2.34 acres and located at 440 Park Court west of Lake Drive (CSAH 23). The lot has frontage along Lake Drive (CSAH 23). Comments were made on the following documents:

- Lino Lakes Tech Center plans prepared by Amcon, dated June 6, 2023, received June 22, 2023.
- Geotechnical Report prepared by ITCO Allied Engineering, Inc., dated October 4, 2017, received April 10, 2023.
- Trip Generation Statement, dated June 13, 2023.
- Wetland Delineation Report prepared by Jacobson Environmental, dated May 11, 2023.
- Phase 1 Environmental Site Assessment prepared American Engineering and Testing, Inc. dated January 8, 2018

The following review comments should be responded to in writing by the applicant.

Engineering

Grading

The plans at this time do not include a specific site grading plan for the proposed parking lot, storm water basins, and tech center.

The area proposed for the Lino Lakes Tech Center has previously been identified to contain construction debris materials buried underneath the existing site. A Response Action Plan (RAP) and Contingency Construction Plan (CCP) have been drafted to include that grading of the site proposes capping or necessary removal of the debris as part of the site preparation.

An expansion is proposed on the west side of the existing pond to provide treatment and storage for the site. This expansion will need to remain outside the delineated wetland.

Comments:

- 1. Provide a grading plan meeting City requirements.
- 2. The applicant shall note that site grading work shall be done in accordance with the approved MPCA Response Action Plan (RAP) and Contingency Construction Plan (CCP). Provide updated documentation regarding the current state of the RAP.

Stormwater Management

The stormwater management for Lino Lakes Tech Center consists of a pond expansion on the west side of the parcel.

Comments:

1. The applicant shall provide an updated Stormwater Management Report demonstrating the appropriate sizing and treatment for the expansion.

Water Supply

Utilities are not proposed or shown for the site. The applicant will be required to extend water from the adjacent site.

Comments:

- 1. Applicant to provide a utility plan for the site meeting City requirements.
- 2. We recommend that the City Deputy Director of Public Safety-Fire Division review the proposed plan when submitted

Sanitary Sewer

Utilities are not proposed or shown for the site. Sanitary sewer maybe required depending on use.

Transportation

Lino Lakes Tech Center proposes connecting to the existing storage site to the north for access off of Park Court with paved private access to each of the units throughout the site. The 2003 EAW analyzed this parcel as a light industrial user with two (2) professional office buildings totally 28,800 sf. The existing mini self-storage facility together with the Tech Center will produce less traffic than two professional office buildings and therefore, is consistent with the EAW findings. No adverse traffic impacts are anticipated and a traffic study is not required.

There should be no site access off o Lake Drive per Anoka County Access Policy.

Comments:

- 1. Vehicle access through the existing storage facility is a concern. We recommend additional evaluation.
- 2. The applicant shall provide a pavement removal/replacement and site plans
- 3. The applicant shall note if curb & gutter will be used

Wetlands and Mitigation Plan

Wetlands are shown on the existing survey for the site.

Comments:

- 1. The existing wetland is not in the Wetland Mapping Corridor (WMC)
 - a. Show and call out the required minimum 10' wetland buffer size.

Landscaping

Landscaping plans were not provided as part of the submittal. The City's Environmental Coordinator to review landscaping and provide in-depth comments when provided

• Floodplain

No floodplain impacts are proposed on site.

Drainage and Utility Easements

Drainage and utility easements are required for stormwater systems.

• Development Agreement

A Development Agreement will be required with the final plat.

Grading Agreement

Grading agreement not required at this time.

• Stormwater Maintenance Agreement

The stormwater facilities will be privately maintained and a Declaration for Maintenance of Stormwater Facilities will be required. Both the Rice Creek Watershed District (RCWD) and the City of Lino Lakes shall be parties to the Declaration.

Permits Required

- 1. NPDES General Construction Permit
- 2. City of Lino Lakes Zoning Permit for construction
- 3. Rice Creek Watershed Permit
- 4. Minnesota Pollution Control Agency approved RAP and CCP
- 5. Anoka County Right-of-Way Permit if grading work extends into their right of way.

If you or the applicant have any questions regarding these comments, please contact Kris Keller at (612) 419-3083 or kkeller@wsbeng.com. You may also contact Diane Hankee at (651) 982-2430 or dhankee@linolakes.us.



Environmental Memo

To: Katie Larsen
From: Andy Nelson
Date: July 5th, 2023

Re: Environmental Staff Comments/July 5th, 2023/440 Park Court

RECOMMENDATIONS

- 1. A landscaping plan must be submitted that complies with city landscaping requirements which are detailed on pgs. 102-117 of the Zoning Ordinance.
- 2. There is a Natural Resources Conservation Area on the west portion of the site. Any trees removed from this area will have higher mitigation planting requirements. Preserving as many of the trees in this area would be preferable. Trees preserved must be protected with Tree Protection Fence installed in accordance with the city detail.
- 3. Swamp blackberry (*Rubus semisitosus*), a threatened plant in Minnesota, has been found on or near the proposed project site. A rare species survey must be completed for the site. A permit from the Minnesota DNR may be required for any impacts to this species.
- 4. Blanding's turtle (*Emydoidea blandingii*), a threatened species in Minnesota, has been found within a mile of the project site. MN DNR flyer and factsheet must be provided to all contractors working on the site.

WORK SESSION STAFF REPORT Work Session Item No. 3

Date: August 7, 2023

To: City Council

From: Michael Grochala, Community Development Director

Re: Otter Lake Road Extension Plans and Specifications

Background

The Otter Lake Road Master Plan study was completed and presented to the City Council in December of 2022. The study identified the preferred alignment for the extension of Otter Lake Road from Main Street (CSAH 14) to its intersection with 24th Avenue. With the current need for regional stormwater management improvements to support development along the corridor along with an arterial transportation corridor, staff is proposing to begin preparation of plans and specifications. The project is currently identified in the City's long range financial plan for construction in 2025. Phase 1 stormwater improvements are also scheduled for construction in 2024.

The project would include the extension of trunk sanitary sewer and water main, storm sewer and regional ponding, pedestrian/bicycle facilities along with the roadway. The project length is approximately ¾ of a mile. The preliminary estimated cost is \$8.4 million.

WSB and Associates have submitted a proposal to complete the plans and specification in the amount of \$468,258. Funding for the project is anticipated primarily from, municipal state aid, trunk utility fund, and surface water management fund. Staff will be exploring grant opportunities through the State of Minnesota as well. Funding will be partially offset by future connection charges as development take place along the corridor.

Initiating the design will assist in refining the project costs, identifying funding sources, along with solidifying the preferred alignment and identifying right-of-way needs. WSB will be holding two open houses and along with individual property owner meetings as part of the project development.

Requested Council Direction

Staff is requesting City Council direction to place the authorization for preparation of plans and specification on the August 14, 2023 agenda.

Attachments

1. Otter Lake Road Preferred Alignment

440 Park Court-Lino Lakes Tech Center Concept Plan Review

Work Session August 7, 2023



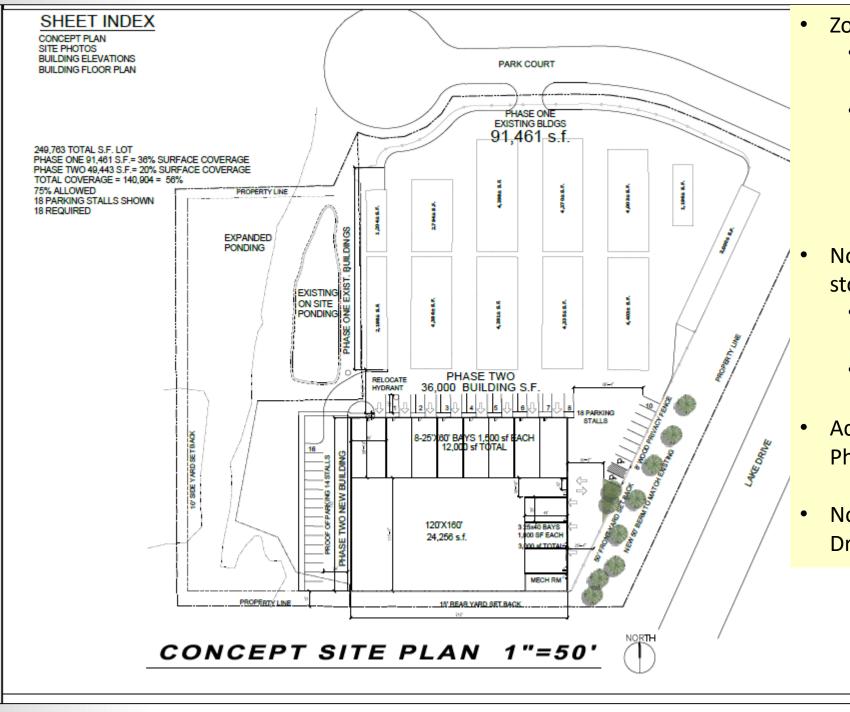
Land Use Application

- Applicant: Lariat Companies Inc
- Concept Plan Review
 - Multi-tenant industrial & indoor self-storage building
- Future Land Use Applications may include:
 - Conditional Use Permit for two (2) or more principal buildings
 - Existing mini self-storage facilities + proposed industrial/storage building
 - Site and Building Plan Review

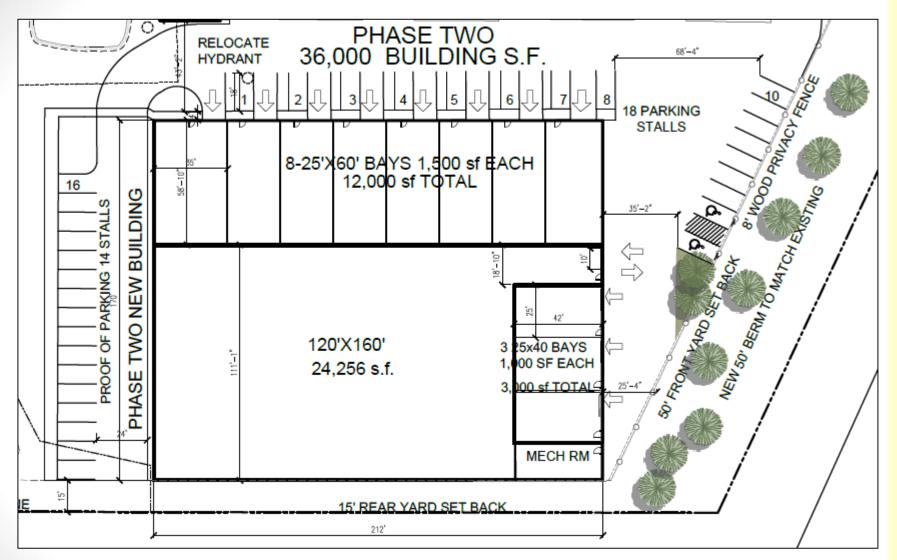


<u>History</u>

- September 10, 2018: Res. No. 18-103 passed
 CUP for mini self-storage facility
- Phase I (north): mini self-storage facility
- Phase II (south): potential future mini selfstorage facility
- January 2023:
 - New zoning ordinance adopted
 - Mini self-storage no longer allowed in LI
 - Indoor self-storage facility is allowed
- Total site = 5.74 acres
- Phase II = 2.5 acres



- Zoning = LI, Light Industrial
 - Construction related business and indoor self-storage are permitted uses
 - Only LI permitted uses allowed in units/bays.
 - No CUP uses e.g. auto repair, outdoor storage
 - No indoor self-storage or personal item storage in units/bays
 - Intent is to provide location for smaller industrial users to operate
 - Job creation
 - Access to Phase 2 is proposed through the Phase I mini self-storage private driveways.
 - No additional access onto CSAH 23(Lake Drive) is allowed.



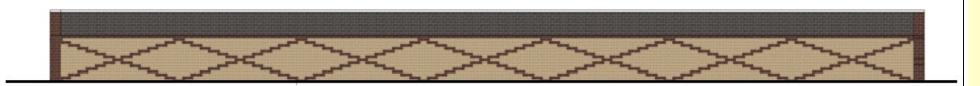
Site & Building Plan Review

- Industrial Units:
 - 8 along north side:
 - 25' x 60'(1,500sf)
 - 3 along east side:
 - 25' x 40' (1,000sf)
- Indoor self-storage area:
 - 120' x 160' (19,200sf).
- Total building is 36,000sf.
- 18 parking stalls.
 - 16 proof of parking added
- 8ft privacy fence and landscaping is shown along the east lot line.
- Public Safety expressed concerns about access to building.
- How do employees and customers access thru locked gate?

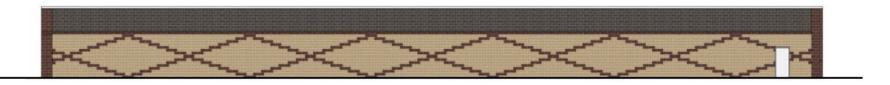
EAST ELEVATION



NORTH ELEVATION



SOUTH ELEVATION



WEST ELEVATION

Architectural Plans

- rock faced block
- glass windows
- hollow metal doors
- prefinished overhead doors
- 3 colors
 - Red, tan, gray
- Height: 18'2" < 45'
- 75% exterior
 materials must be
 least two different
 class 1 or class 2
 materials.
- Class 1 = glass
 - Must be at 5%
- Class 2 = rock faced block
- Restrooms = Yes

Other City Ordinances & Regulations

- Parking
 - Warehousing: 1 space per 2,000sf gross floor (36,000sf/2,000sf = 18 spaces)
 - City ordinance requires 2 spaces for each employee for Contractor's Offices and 1 space for each 500 sf of gross floor area for Light Manufacturing.
 - 16 proof of parking added. Still needs to be evaluated.
- Grading Plan and Stormwater Management
 - Staff does not support wetland impacts for stormwater management
 - SW pond relocated to west of building
- Public Utilities
 - Municipal water and sanitary sewer shall be extended to the building.

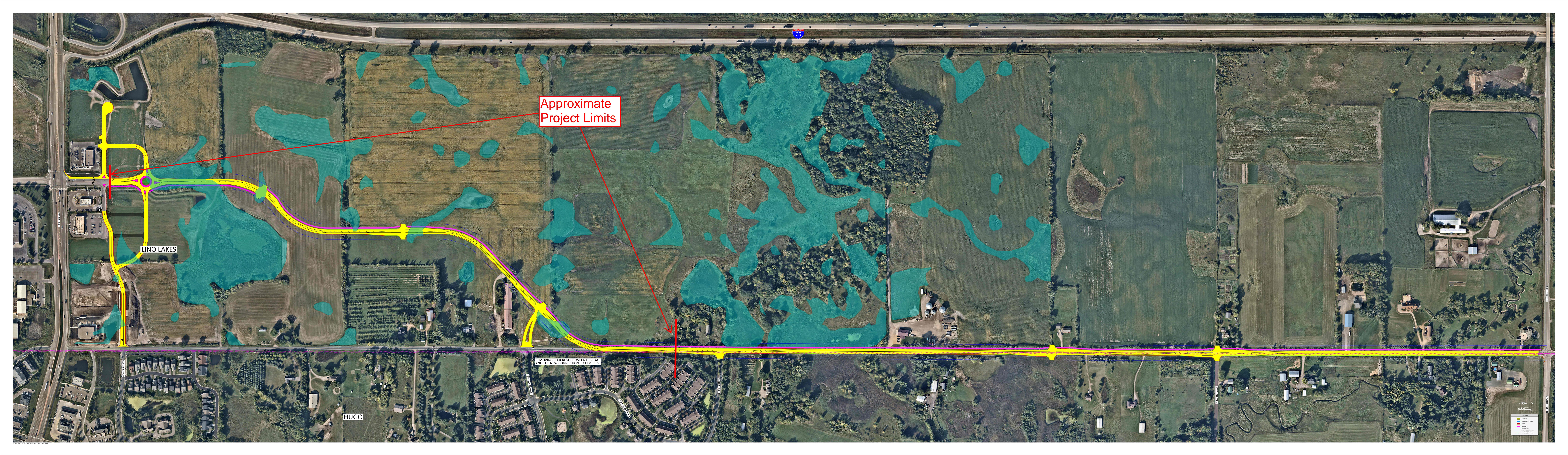
Planning & Zoning Board Comments

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- 1. More information is needed on how indoor self-storage functions and operates.
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- 6. Berm along Lake Drive should continue south.
- 7. The zig zag pattern on the south and west elevations should be omitted.

Requested Council Direction

Staff is requesting Council feedback on the proposed concept plan.



WORK SESSION STAFF REPORT Work Session Item No. 4

Date: August 7, 2023

To: City Council

From: Michael Grochala, Community Development Director

Re: Apollo Business Park Business Expansion

Background

The Apollo Business Park was established in the early 1990's to provide land for economic development and expand the City's tax base. Over the past year staff has been working with two of the local businesses on expansion opportunities. Both companies are long term occupants of the park in need of additional space. In both cases expansion area on the sites is not large enough to accommodate the user's needs. Both users prefer to stay at their current locations.

As a potential solution staff is evaluating the use of adjacent city owned and state owned (tax forfeit) properties. These properties where originally created as borrow pits for grading in the development and subsequently used for stormwater runoff. We believe there is capacity in the lots that would allow for some building expansion and/or use for additional stormwater from new construction.

If it is determined that the properties could be used for expansion purposes, staff is proposing transfer of the currently tax exempt properties to the industrial users. The state owned properties would need to be obtained through Anoka County. Any costs associated with this would be the responsibility of the end user. The City would retain drainage and utility easements over the ponding areas. Staff would suggest a nominal fee for the city property since it would still be encumbered by stormwater facilities and easements. However, that would be further evaluated if the projects move forward.

The EDAC is discussing the item at their August 3, 2023 regular meeting. Their recommendation will be forwarded to the Council at the work session.

Requested Council Direction

Staff is requesting discussion on the City Council's receptiveness to the City facilitating land transfers to accommodate manufacturing expansion.

Attachments

1. Site Location Map

Apollo Business Expansion



1 in = 406 Ft

Address Labels

Parcels





WORK SESSION STAFF REPORT Work Session Item No. 5

Date: August 14, 2023

To: City Council

From: Kyle Leibel, Deputy Public Safety Director, Police Division

Re: Consideration of an ordinance prohibiting cannabis use in public

Background

With the passage of legislation which now legalizes the possession and use of limited amounts of cannabis in Minnesota, there are new concerns, locally, over the use of cannabis in public places and on public property. It is staff's belief that current Lino Lakes Ordinances do not adequately address the potential problems resulting from the use of cannabis in public places and on public grounds.

Through a review of current ordinances, staff has determined that Lino Lakes ordinance pertaining to tobacco (ord. 602) is specific to tobacco and does not address cannabis. Additionally, the ordinance pertaining to the use of alcohol in/on public parks and grounds (ord. 301.05) also fails to address the foreseeable problems with the use of cannabis in such places.

Minnesota statutes prohibit smoking via the Minnesota Clean Indoor Air Act (Minn. Stat. 144.414), and this includes the smoking of marijuana/cannabis (Minn. Stat. 144.413, Subd.4) in public places. However, this statute specifically defines public place as *indoor areas* (Minn. Stat. 144.413, Subd. 2); it does not address outdoor public spaces.

Requested Council Direction

Staff is asking for Council direction on next steps, if Council opts to restrict or limit the use of cannabis in public places and on public property throughout Lino Lakes. If Council wishes to address use of cannabis in public places/on public property, staff will present a proposed ordinance for consideration at the August 14, 2023 regular meeting.

WORK SESSION STAFF REPORT Work Session Item No. 6

Date: August 7, 2023

To: City Council

From: Kyle Leibel, Public Safety Deputy Director

Re: Public Safety Update

<u>Update</u>

Staff will be on hand to present the 1st and 2nd Quarter 2023 Public Safety Update.

Attachments

Q1 and Q2 Quarterly Report



Lino Lakes Public Safety Department

QUARTERLY REPORT 2023 Q1 & Q2 01/01/2023 – 06/30/2023



CASE NUMBERS GENERATED										
YEAR	Q1	Q2	Q3	Q4	TOTAL					
2023	3,144	3,660			6,804					
2022	2,531	3,265			5,796					

STACKED CALLS REPORT											
Q1 Q2		Q3	Q4	TOTAL							
2023	13:55:30	23:06:43			37:02:13						
2022	11:06:10	15:27:17			26:33:27						

- First Quarter Average Response Time (emergency & non-emergency) 6 minutes and 19 seconds.
- Second Quarter Average Response Time (emergency & non-emergency) 6 minutes and 50 seconds.

MEDICAL CALLS FOR SERVICE											
YEAR	Q1	Q2	Q3	Q4	TOTAL						
2023	300	294			594						
2022	222	235			457						

First Quarter

- 2023 Q2 Average emergency response for medicals, 4 minutes and 45 seconds.
- 2023 Q2 Average non-emergency response for medicals, 5 minutes and 42 seconds.
- Police staff responded

Second Quarter

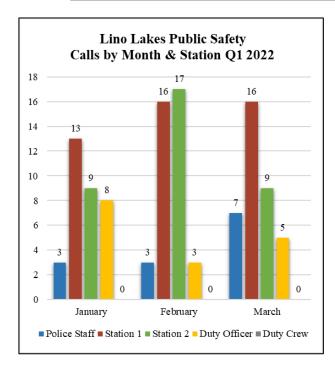
- 2023 Q2 Average emergency response for medicals, 4 minutes and 45 seconds.
- 2023 Q2 Average non-emergency response for medicals, 5 minutes and 42 seconds.
- Police staff responded to all 294 medical calls for service (CFS) and Fire staff responded to 64 medical CFS.

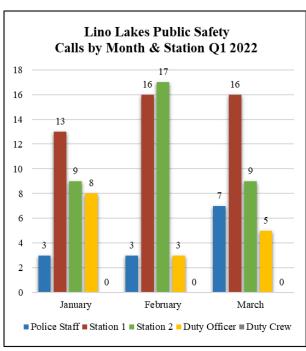


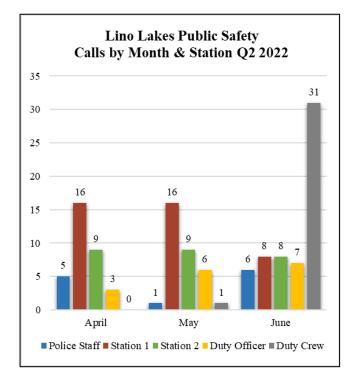
	FIRE DIVISION											
NFR'S		Q1 2022	Q1 2023	Q2 2022	Q2 2023	Y-to-D 2022	Y-to-D 2023					
100	Fire	7	5	14	7	22	12					
200	Overpressure Explosion, Overheat - No Fire	0	0	0	0	0	0					
300	Rescue & EMS Incidents	34	121	48	81	87	202					
400	Hazardous Conditions - No Fire	12	15	14	16	23	31					
500	Service Call	18	37	27	27	48	64					
600	Good Intent Call	4	24	13	35	24	59					
700	False Alarms & False Calls	18	17	16	18	38	35					
800	Severe Weather & Natural Disaster	0	0	0	0	0	0					
900	Special Incident	0	0	0	0	0	0					
	TOTAL	93	219	132	184	242	403					

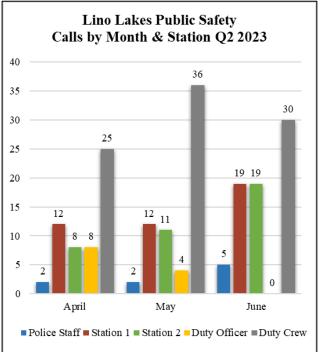
Lino Lakes Public Safety Calls by Month and Station Q1										
YEAR	YEAR Police Staff Station 1 Station 2 Duty Officer Duty Crew T									
2023	8	51	29	13	126	227				
2022	13	45	35	16	0	109				

Lino Lakes Public Safety Calls by Month and Station Q2										
YEAR	Police Staff	Station 1	Station 2	Duty Officer	Duty Crew	Total				
2023	9	43	38	12	91	193				
2022	13	40	26	16	32	126				

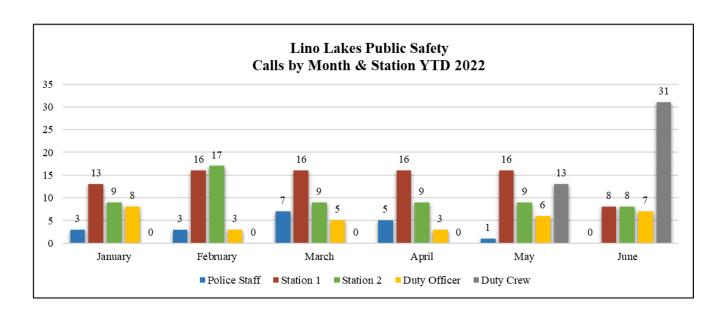


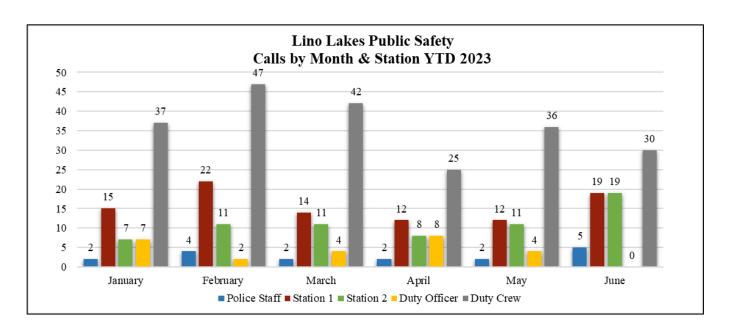






Lino Lakes Public Safety Calls by Month and Station YTD										
YEAR Police Staff Station 1 Station 2 Duty Officer Duty Crew						Total				
2023	17	94	67	25	217	420				
2022	25	85	61	32	32	235				





MUTUAL AID GIVEN											
Q1 Q2 Q3 Q4 TOT.											
2023	16	9			25						
2022	16	6			22						

MUTUAL AID RECEIVED										
Q1 Q			Q3	Q4	TOTAL					
2023	2	2			4					
2022	2	5			7					



	Qtr 1 2022		Qtr 1 2023		Qtr 2 2022		Qtr 2 2023		Y-to-D 2022		Y-to-D 2023	
NIBRS Description - Group A	Off	Arrest	Off	Arrest	Off	Arrest	Off	Arrest	Off	Arrest	Off	Arrest
Animal Cruelty	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	4	4	1	1	2	2	2	2	6	6	3	3
Simple Assault	8	7	18	13	8	7	15	14	16	14	33	27
Intimidation	1	0	4	4	2	2	5	5	3	2	9	9
Burglary/Breaking & Entering	6	1	0	0	3	1	4	1	9	2	4	1
Counterfeiting/Forgery	1	1	3	2	3	3	3	3	4	4	6	5
Destruction / Damage / Vandalism of Property	13	3	4	1	13	4	12	4	26	7	16	5
Drugs/Narcotic Violation	17	15	8	7	8	8	6	5	25	23	14	12
Drug Equipment Violations	11	9	7	6	9	8	6	5	20	17	13	11
Embezzlement	0	0	0	0	0	0	0	0	0	0	0	0
Extortion / Blackmail	1	1	3	0	1	0	1	0	2	1	4	0
False Pretenses/Swindle/Con	4	2	3	1	7	2	4	1	11	4	7	2
Credit Card/Automated Teller Machine Fraud	1	0	2	0	2	0	4	0	3	0	6	0
Wire Fraud	1	1	0	0	0	0	2	0	1	1	2	0
Impersonation	0	0	6	6	3	3	5	0	3	3	6	6
Identity Theft	12	0	7	0	12	2	5	1	24	2	12	0
Hacking/Computer Invasion	1	0	1	0	0	0	0	0	1	0	1	0
Kidnapping/Abduction	0	0	1	1	0	0	0	0	0	0	1	1
Murder & Nonnegligent Manslaughter Person	0	0	0	0	0	0	0	0	0	0	0	0
Purse-Snatching	0	0	0	0	0	0	0	0	0	0	0	0
Pocket-Picking					0	0	1	0	0	0	1	0
Shoplifting	8	6	4	3	2	1	13	11	10	7	17	14
Theft from Building	2	1	3	1	2	1	1	0	4	2	4	1
Theft from Motor Vehicle	9	0	1	0	9	2	4	0	18	2	5	1
Theft of Motor Vehicle Parts or Accessories		1	0	0	0		0	0	10	1	0	
All other Larceny	2	1	0	0	8	0	0	0	10	1	0	0
Motor Vehicle Theft	52 1	7	13	7	26	6	0	0	78	13	35 4	11 4
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Pornography/Obscene Material	0	0	1	0	1	0	1	0	1	0	2	0
Forcible Rape	-											
Forcible Sodomy	0	0	0	0	1	1	0	0	1	1	1	0
Forcible Fondling	0	0	2		1	1			1	1	0	
Stolen Property Offenses	0	0		0	1	0	1	0	1	1	3	1
Weapon Law Violations	0	0	0	0	0	0	1	0	0	0	2	1
TOTAL	3	3			0	0	5	1	3	3	5	1
	158	62	98	58	126	56	123	57	284	119	216	116
Solve Rate	39	%	59	<mark>%</mark>	44	%	46	<mark>%</mark>	42	2%	54	%

	Qtr 1	2022	Qtr 1	2023	Qtr 2	2022	Qtr 2	2023	Y-to-I	2022	Y-to-I	2023
NIBRS Description - Group B	Off	Arrest	Off	Arrest	Off	Arrest	Off	Arrest	Off	Arrest	Off	Arrest
Bad Checks	0	0	0	0	0	0	0	0	0	0	0	0
Curfew/Loitering/Vagrancy Violation	0	0	0	0	1	1	3	0	1	1	3	0
Disorderly Conduct	12	6	17	13	12	6	15	6	24	12	32	19
Driving Under Influence	34	34	64	64	19	19	51	47	53	53	115	111
Family Offenses, Nonviolent	0	0	0	0	0	0	2	1	0	0	2	1
Liquor Law Violations	2	2	4	4	5	5	6	6	7	7	10	10
Trespass of Real Property	6	6	0	0	5	5	4	4	11	11	4	4
TOTAL	54	48	85	81	42	36	81	64	96	84	166	145
SOLVE RATE	89)%	95	5%	86	5%	79)%	88	3%	87	10%

	Q1	2022	Q1 :	2023	Q2	2022	Q2 2	2023	Y-to-l	D 2022	Y-to-I	2023
2022/2023 Overall Clearance Rate	Off	Arrest	Off	Arrest	Off	Arrest	Off	Arrest	Off	Arrest	Off	Arrest
Group A	158	62	98	58	126	56	118	56	284	118	216	116
Group B	54	48	85	81	42	36	81	64	96	84	166	145
TOTAL	212	110	183	139	168	92	199	120	380	202	382	261
SOLVE RATE	52	2%	76	5%	55	5%	60	1 %	53	3%	68	%

		Q1 20	22		Q1 20	23		Q2 20	22		Q2 20:	23
2022/2023 Qtrly Clearance Rate	Off	Arrest	Solve Rate	Off	Arrest	Solve Rate	Off	Arrest	Solve Rate	Off	Arrest	Solve Rate
Property Crimes	113	23	20%	52	26	50%	92	27	29%	76	24	32%
Violent Crimes	12	11	92%	23	15	65%	13	11	85%	18	16	89%
		Year-to-Date 2022							Year-to-I	Date 2023		
2022/2023 YTD Clearance Rate		Off	Arres	t	Sol	ve Rate	(Off	Arres	t	Solv	ve Rate
Property Crimes	2	205	50		2	24%	1	28	51		4	10%
Violent Crimes		25	22			88%	4	41	32		7	78%

	FELONY CASE FILE SUBMISSIONS										
YEAR Q1 Q2 Q3 Q4 TOTAL											
2023	11	19			30						
2022	4	15			19						

Q1 and Q2, 2023 Notable Actions & Events

- February 2, Career Fair Alexandria Technical and Community College
- February 16, Career Fair Bemidji State University and Northwest Technical College
- February 16, Officer Bergeron's Pink Patch Project Donation of \$8,350 to Hope Chest
- February 24, 7th Annual Guns N Hoses Charity Classic Hockey game
- February 28, Career Fair Minnesota State University Mankato
- April 19, Career Fair Fond du Lac Tribal and Community College
- May 6, Back Your Buddy Event
- May 6, Rice Lake Elementary Truck Day
- May 16, Lino Lakes STEM School Track & Field Day
- May 19, Blue Heron Elementary School Walk-a-thon Festival
- June 29, Centennial Middle School Parade



Lino Lakes Public SafetyOne Vision. One Mission.



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.







First and Second Quarter Statistics







	CASE NUMBERS GENERATED										
YEAR Q1 Q2 Q3 Q4 TOTAL											
2023	2023 3,144 3,660 6,80										
2022											

First Quarter Average Response Time (emergency & non-emergency) 6 minutes and 19 seconds Second Quarter Average Response Time (emergency & non-emergency) 6 minutes and 50 seconds

	STACKED CALLS REPORT										
Q1 Q2 Q3 Q4 TOTAL											
2023 13:55:30 23:06:43 37:02 :											
2022	11:06:10	15:27:17			26:33:27						







MEDICAL CALLS FOR SERVICE										
YEAR	Q1	Q2	Q3	Q4	TOTAL					
2023	300	294			594					
2022	222	235			457					

First Quarter

- Average emergency response for medicals, 4 minutes and 49 seconds.
- Average non-emergency response for medicals, 5 minutes and 36 seconds.
- Police staff responded to all 300 medical calls for service (CFS) and Fire staff responded to 84 medical CFS.

Second Quarter

- Average emergency response for medicals, 4 minutes and 45 seconds.
- Average non-emergency response for medicals, 5 minutes and 42 seconds.
- Police staff responded to all 294 medical calls for service (CFS) and Fire staff responded to 64 medical CFS.







	FIRE DIVISION											
NFR'S	Q1 2022 Q1 2023 Q2 2022 Q2 2023 Y-to-D 2022 Y-to-											
100	Fire	7	5	14	7	22	12					
200	Overpressure Explosion, Overheat - No Fire	0	0	0	0	0	0					
300	Rescue & EMS Incidents	34	121	48	81	87	202					
400	Hazardous Conditions - No Fire	12	15	14	16	23	31					
500	Service Call	18	37	27	27	48	64					
600	Good Intent Call	4	24	13	35	24	59					
700	False Alarms & False Calls	18	17	16	18	38	35					
800	Severe Weather & Natural Disaster	0	0	0	0	0	0					
900	Special Incident	0	0	0	0	0	0					
	TOTAL	93	219	132	184	242	403					







Line	Lino Lakes Public Safety Calls by Month and Station Q1									
YEAR	Police Staff	Station 1	Station 2	Duty Officer	Duty Crew	Total				
2023	8	51	29	13	126	227				
2022	13	45	35	16	0	109				

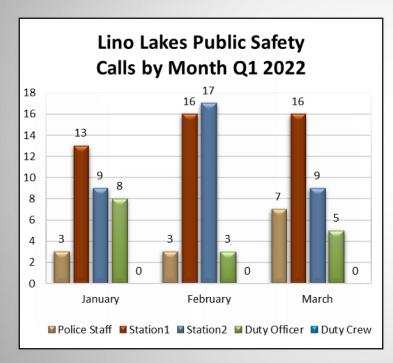
Lin	Lino Lakes Public Safety Calls by Month and Station Q2									
YEAR	Police Staff	Station 1	Station 2	Duty Officer	Duty Crew	Total				
2023	9	43	38	12	91	193				
2022	13	40	26	16	32	126				

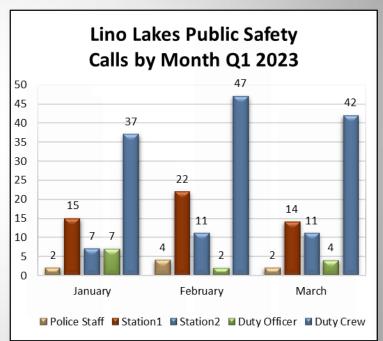
Line	Lino Lakes Public Safety Calls by Month and Station YTD										
YEAR	Police Staff	Station 1	Station 2	Duty Officer	Duty Crew	Total					
2023	17	94	67	25	217	420					
2022	25	85	61	32	32	235					







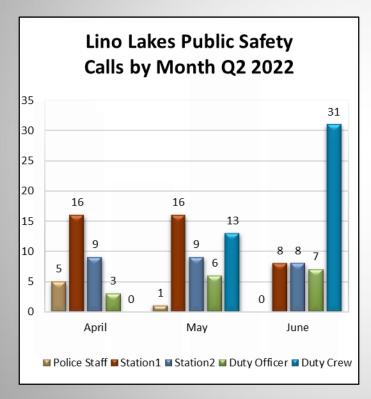


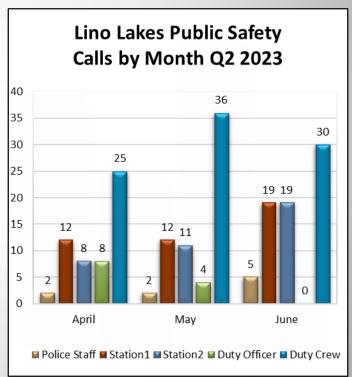








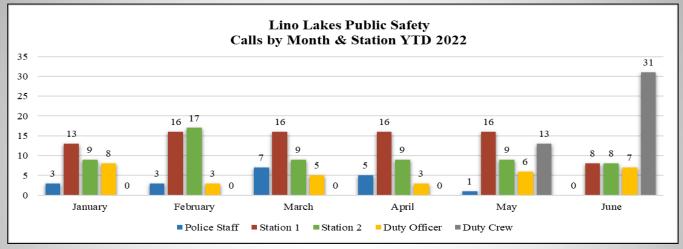


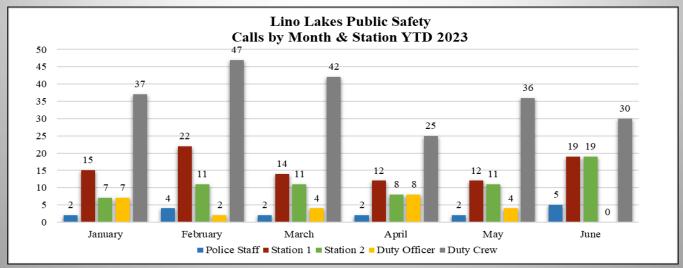


















	MUTUAL AID GIVEN										
	Q1 Q2 Q3 Q4 TOTAL										
2023	16	9			25						
2022	16	6			22						

MUTUAL AID RECEIVED											
	Q1	Q2	Q3	Q4	TOTAL						
2023	2	2			4						
2022	2	5			7						







Group A Offenses and Arrests:

	Qtr 1 2022 Qtr 1 2023		Qtr 2 2022 Qtr		Otr 2	Otr 2 2023 Y		Y-to-D 2022		Y-to-D 2023		
NIBRS Description - Group A	Off	Arrest	Off	Arrest	Off	Arrest	Off	Arrest	Off	Arrest	Off	Arrest
Animal Cruelty	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	4	4	1	1	2	2	2	2	6	6	3	3
Simple Assault	8	7	18	13	8	7	15	14	16	14	33	27
Intimidation	1	0	4	4	2	2	5	5	3	2	9	9
Burglary/Breaking & Entering	6	1	0	0	3	1	4	1	9	2	4	1
Counterfeiting/Forgery	1	1	3	2	3	3	3	3	4	4	6	5
Destruction / Damage / Vandalism of Property	13	3	4	1	13	4	12	4	26	7	16	5
Drugs/Narcotic Violation	17	15	8	7	8	8	6	5	25	23	14	12
Drug Equipment Violations	11	9	7	6	9	8	6	5	20	17	13	11
Embezzlement	0	0	0	0	0	0	0	0	0	0	0	0
Extortion / Blackmail	1	1	3	0	1	0	1	0	2	1	4	0
False Pretenses/Swindle/Con	4	2	3	1	7	2	4	1	11	4	7	2
Credit Card/Automated Teller Machine Fraud	1	0	2	0	2	0	4	0	3	0	6	0
Wire Fraud	1	1	0	0	0	0	2	0	1	1	2	0
Impersonation	0	0	6	6	3	3	5	0	3	3	6	6
Identity Theft	12	0	7	0	12	2	5	1	24	2	12	0
Hacking/Computer Invasion	1	0	1	0	0	0	0	0	1	0	1	0
Kidnapping/Abduction	0	0	1	1	0	0	0	0	0	0	1	1
Murder & Nonnegligent Manslaughter Person	0	0	0	0	0	0	0	0	0	0	0	0
Purse-Snatching	0	0	0	0	0	0	0	0	0	0	0	0
Pocket-Picking					0	0	1	0	0	0	1	0
Shoplifting	8	6	4	3	2	1	13	11	10	7	17	14
Theft from Building	2	1	3	1	2	1	1	0	4	2	4	1
Theft from Motor Vehicle	9	0	1	0	9	2	4	0	18	2	5	1
Theft of Motor Vehicle Parts or												
Accessories	2	1	0	0	8	0	0	0	10	1	0	0
All other Larceny	52	7	13	7	26	6	22	4	78	13	35	11
Motor Vehicle Theft	1	0	4	4	2	2	0	0	3	2	4	4
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Pornography/Obscene Material	0	0	1	0	1	0	1	0	1	0	2	0
Forcible Rape	0	0	1	0	1	1	0	0	1	1	1	0
Forcible Sodomy	0	0	0	0	1	1	0	0	1	1	0	0
Forcible Fondling	0	0	2	0	1	0	1	0	1	1	3	1
Stolen Property Offenses	0	0	1	1	0	0	1	0	0	0	2	1
Weapon Law Violations	3	3	0	0	0	0	5	1	3	3	5	1
TOTAL	158	62	98	58	126	56	123	57	284	119	216	116
Solve Rate	39	%	59	%	44	%	46	%	42	2%	54	%







Group B Offenses and Arrests:

	Qtr 1	2022	Qtr 1	2023	Qtr 2	2022	Qtr 2	2023	Y-to-I	2022	Y-to-I	2023
NIBRS Description - Group B	Off	Arrest	Off	Arrest	Off	Arrest	Off	Arrest	Off	Arrest	Off	Arrest
Bad Checks	0	0	0	0	0	0	0	0	0	0	0	0
Curfew/Loitering/Vagrancy Violation	0	0	0	0	1	1	3	0	1	1	3	0
Disorderly Conduct	12	6	17	13	12	6	15	6	24	12	32	19
Driving Under Influence	34	34	64	64	19	19	51	47	53	53	115	111
Family Offenses, Nonviolent	0	0	0	0	0	0	2	1	0	0	2	1
Liquor Law Violations	2	2	4	4	5	5	6	6	7	7	10	10
Trespass of Real Property	6	6	0	0	5	5	4	4	11	11	4	4
TOTAL	54	48	85	81	42	36	81	64	96	84	166	145
SOLVE RATE	89%		95%		86%		79%		88%		87%	

	Q1 2022		Q1 2023		Q2 2022		Q2 2023		Y-to-D 2022		Y-to-D 2023	
2022/2023 Overall Clearance Rate	Off	Arrest	Off	Arrest	Off	Arrest	Off	Arrest	Off	Arrest	Off	Arrest
Group A	158	62	98	58	126	56	118	56	284	118	216	116
Group B	54	48	85	81	42	36	81	64	96	84	166	145
TOTAL	212	110	183	139	168	92	199	120	380	202	382	261
SOLVE RATE	52%		76%		55%		60%		53%		68	%







	Q1 2022			Q1 2023				Q2 20	22	Q2 2023				
2022/2023 Qtrly Clearance Rate	Off	Arrest	Solve Rate	Off	Arrest	Solve Rate	Off	Arrest	Solve Rate	Off	Arrest	Solve Rate		
Property Crimes	113	23	20%	52	26	50%	92	27	29%	76	24	32%		
Violent Crimes	12	11	92%	23	15	65%	13	11	85%	18	16	89%		
		Year-to-Date 2022							Year-to-Date 2023					
2022/2023 YTD Clearance Rate	(Off	Arres	Arrest Solve Rate		ve Rate	Off		Arrest		Solve Rate			
Property Crimes	205		50		24%		128		51		40%			
Violent Crimes	25		22		88%		41		32		78%			

FELONY CASE FILE SUBMISSIONS										
YEAR	R Q1 Q2 Q3 Q4 TOTAL									
2023	11	19			30					
2022	4	15			19					







First and Second Quarter Notable Events

- February 2, Career Fair Alexandria Technical and Community College
- February 16, Career Fair Bemidji State University and Northwest Technical College
- February 16, Officer Bergeron's Pink Patch Project Donation of \$8,350 to Hope Chest
- February 24, 7th Annual Guns N Hoses Charity Classic Hockey game
- February 28, Career Fair Minnesota State University Mankato
- April 19, Career Fair Fond du Lac Tribal and Community College
- May 6, Back Your Buddy Event
- May 6, Rice Lake Elementary Truck Day
- May 16, Lino Lakes STEM School Track & Field Day
- May 19, Blue Heron Elementary School Walk-a-thon Festival
- June 29, Centennial Middle School Parade







Public Safety Staff Update

- Police 26 personnel (authorized 28)
- Fire 26 personnel (authorized 2 FTE, 40 Paid-on-Call Firefighters, and 15 PT Firefighters)
- Administration 6 personnel (authorized 4 FTE, 3 part-time)
- One Police Officer currently in field training.
- Police Officer Hiring Process One conditional job offer accepted and currently accepting applications.
- Part-time Firefighter Hiring Process Three candidates in background and currently accepting applications.
- Paid-on-Call Firefighter Hiring Process Currently accepting applications.







2023 Areas of Focus

UPDATE

- Employee Wellness
- Firefighter and Police Officer Recruitment
- Employee Retention

Employee Wellness Update

90 Day Immersion Results:

18 Participants

- 103 lbs of total weight loss
- 19% reduction in body fat
- Overall increase of 13.3 lbs of muscle.
- All 18 had at least one heart disease risk factor improve.
- Most had at least three areas of improvement in their health.
- All 18 improved their Functional Movement Score, reducing chances for movement-related injuries.

Questions

WORK SESSION STAFF REPORT Work Session Item No. 9

Date: August 7, 2023

To: City Council

From: Michael Grochala, Community Development Director

Re: Driveway Access Agreement Insurance Requirements

Background

There are a number of private residential driveways in the city that use unimproved public right-of-way to access city streets. The unimproved right-of-way is land dedicated for use as a public street, typically stubbed to an abutting parcel, with improvements pending future development. In most cases these areas are used by an abutting large residential or rural lots for street access.

In two cases that staff is aware of, the City entered into driveway access agreements that included, in part, a requirement for the property owner to indemnify the city against any claims related to the property owner's use of the right-of-way. Additionally the agreement required the owner to provide evidence of insurance in the amount of \$300,000 and name the City as an additional insured. An insurance certificate is typically provided annually.

The insurance condition is not uniformly required in all cases where unimproved right-of-way is used for private driveways. In most cases these situations have existed for over 25 years. The insurance certificate has historically only been received from one property. This has routinely required repeated attempts by city staff to obtain the information.

After review by the City Attorney we are proposing to drop the requirement to provide insurance naming the City as an additional insured. The driveways have been in place for many years so any likelihood of a liability issue arising is remote.

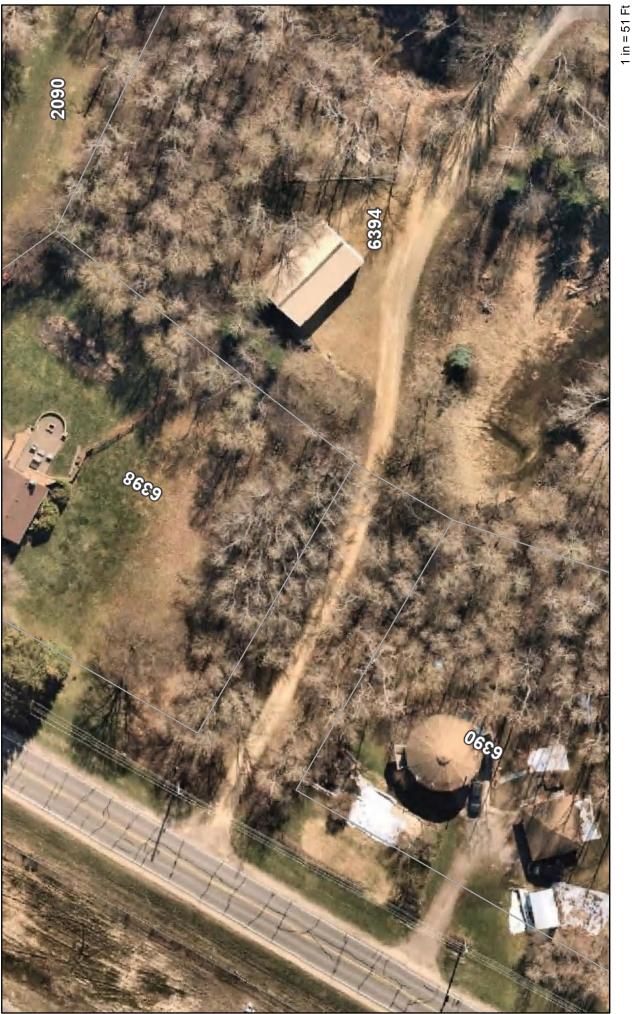
Requested Council Direction

Staff is requesting concurrence by the City Council to drop the insurance requirement naming the city as an additional insured.

Attachments

1. Example driveway location map

6394 Otter Lake Road



Address Labels

Parcels





WORK SESSION STAFF REPORT Work Session Item No. 10

Date: August 7, 2023

To: City Council

From: Michael Grochala, Community Development Director

Re: Carole Estates 2nd Addition Land Sale (closed discussion)

Background

The City Council discussed the possible sale of Lots 12 & 13, Block 2 of Carole Estates 2nd Addition and a remnant of 7685 Lake Drive at a special meeting on July 24, 2023. The City Council directed staff to continue negotiations with the proposed buyer.

Staff provided the buyer with a counter offer and continued negotiations. Minnesota Statutes, Section 13D.05, subdivision 3(c) (3), allows for the meeting to be closed to discuss offers for the sale of property. Staff will provide the City Council with a revised offer for consideration. If acceptable to the City Council staff will work with the City Attorney to prepare a purchase agreement for consideration. The sale of property requires a public hearing and adoption of an ordinance.

Requested Council Direction

Staff is requesting City Council close the hearing to allow for discussion of the proposed purchase offer.

Attachments

1. None



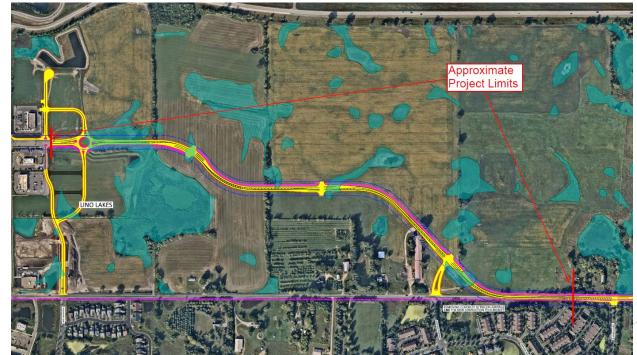
Session Items 3,4,9 & 10

August 7, 2023



Item 3 Otter Lake Road Extension

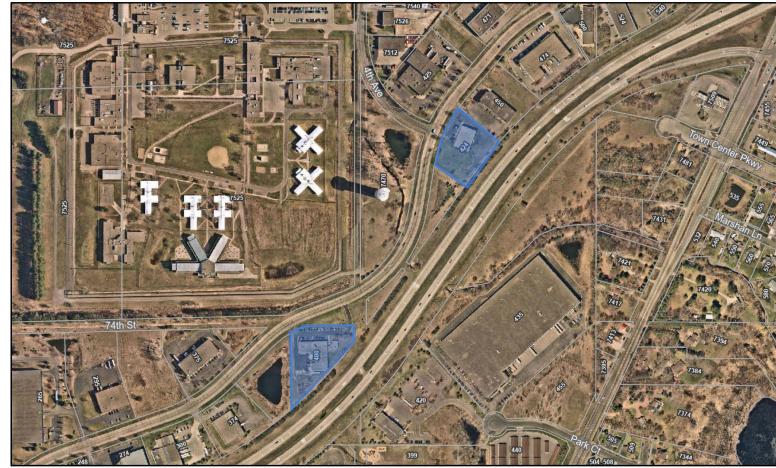






Item 4 Apollo Business Park Expansion

Apollo Business Expansion



1 in = 406 Ft

Address Labels

Parcels







Item 9 Driveway Access Agreement

6394 Otter Lake Road





Item 10 Purchase of Carole Estates Lots 12 & 13, 7685 Lake Drive





2022 MARKET PLACE DRIV REALIGNMENT PROJECT CITY OF LINO LAKES, MN





THANK YOU

