



CITY COUNCIL AGENDA

Updated 01/6/25

Monday, January 6, 2025

***City Council: Mayor Rafferty, Councilmembers Cavegn, Lyden, Ruhland and Stoesz
Interim City Administrator: Dave Pecchia***

COUNCIL WORK SESSION, 6:00 P.M.

Community Room (Not televised) | No Public Comment allowed per the Rules of Decorum

1. Call to Order and Roll Call
2. Setting the Agenda: Addition or Deletion of Agenda Items
3. Police Capital Replacement Update, Deputy Public Safety Director Kyle Leibel
4. Digital Evidence System Replacement, Police Captain William Owens
Online Presentation by Lily Dokic, Axon Account Manager
5. Cannabis Ordinance, Community Development Director Michael Grochala, Police
Captain William Owens and City Clerk Roberta Colotti
6. Peltier Ponds PUD Concept Plan, City Planner Katie Larsen
7. CRJ-35E Interchange, Right-of-Way Transfer, Comm. Dev. Director Michael Grochala
8. Winter Property Purchase, Community Development Director Michael Grochala
9. Public Safety Organization Update, Interim City Administrator Dave Pecchia
10. Notices and Communications, City Council

ADJOURNMENT

**CITY COUNCIL
WORK SESSION STAFF REPORT
ITEM NO. 3**

STAFF ORIGINATOR: Kyle Leibel, Deputy Public Safety Director, Police Division

WORK SESSION DATE: January 6, 2025

TOPIC: Police Capital Replacement Update

Background

On December 12, 2022, Council approved the 2023 budget, including a capital police fleet replacement budget of \$60,610 per unit to replace four retiring police units. On December 16, 2022, staff submitted an order to North Country GM for Chevrolet Tahoe's to replace retiring squads for 2023 capital replacement. At that time, the order price for each Tahoe was \$40,633.92. Due to a significant manufacturer delay, the Lino Lakes order was pushed well into 2024. The City has now taken delivery of three 2024 model year Tahoe's to complete the 2023 capital fleet order. Between order and delivery date, the cost of each Tahoe increased by \$9,433.08, for a total purchase price of \$50,067, per unit. Additionally, the cost to fully equip each unit has also increased. An up-to-date quote to equip and up-fit a Tahoe is \$22,133.13.

Requested Council Direction

Staff is asking for Council approval to increase the 2023 police fleet capital for three Tahoe's to \$72,700 per unit, for a total increase of \$36,270.

**CITY COUNCIL
WORK SESSION STAFF REPORT
ITEM NO. 4**

STAFF ORIGINATOR: William Owens, Public Safety Captain

WORK SESSION DATE: January 6, 2025

TOPIC: Digital Evidence System Replacement

BACKGROUND

On September 11, 2023, Council authorized the Public Safety Department to spend \$200,000 from the public safety aid funding source to purchase replacement equipment for our digital mobile evidence system in 2024. Our current digital mobile evidence system is the Panasonic Arbitrator system, which includes dash cameras in our squad cars, body worn cameras on our police officers, and evidentiary cameras in our interview room and our detention facility. Our current dash cameras were refreshed and body worn cameras implemented in 2018. At that time, we used the old Video Processing Units (VPU) from our old dash cameras to function in our interview room and our detention facility.

The Public Safety Department assembled a committee to research available digital evidence systems and make a recommendation after finding the best option. The committee completed an initial review of several digital evidence systems and narrowed down the options to four platforms that would potentially meet our needs: Pro-Vision, Panasonic, Motorola, and Axon. The committee heard presentations from those four companies and concluded the Axon system was the best option of the four based upon the committee's criteria for necessary features, officer safety functions, ease of use, and installation plan.

The committee consulted with Metro-INET and learned that of the nine police departments with body worn camera programs they support (excluding Lino Lakes), four of them have transitioned to the Axon system, two of them have the Panasonic system that Lino Lakes currently has, two have the Motorola system, and one has the updated version of Panasonic. Metro-INET's IT Client Services Manager provided a favorable review of the Axon system, noting the conversions to Axon in Roseville, Anoka, and Forest Lake have been "very well organized, Axon provides outfitters to make the changes in the squads, and both the planning and the support provided by Axon has been high quality." Furthermore, Metro-INET noted that the transition to the current version of Panasonic's system for one of their clients has not gone well and has encountered several issues. Additionally, Metro-INET advised us that their clients

with Motorola's system have experienced performance issues related to video streaming and latency.

The committee requested a quote from Axon for 31 body worn cameras (28 police officers and 3 CSOs) and 13 dash cameras for fleet vehicles. We requested 31 Axon Respond Plus licenses to support officer safety functions while on patrol. We also requested three pro licenses to support auditing and administrative functions. The total cost for the system for five years was quoted at \$262,734.40.

The committee also requested a quote from Axon for digital evidence systems for our detention facility and our interview room. It's necessary for these rooms to contain evidentiary video because they hold people who are under arrest and actions and statements recorded in those rooms are necessary for successful criminal prosecution. These cameras must be replaced if we transition to a new digital evidence system because they currently operate using Panasonic VPUs. The total cost for the system for five years was quoted at \$47,058.57.

The cost of the Axon system includes all materials, installation, and subscriptions as well as new and updated body worn cameras being supplied after 30 months. This will ensure our police teams operate with the most up-to-date and reliable technology. The cost of the system also includes cloud storage for all new data recorded using the Axon system. The data we store follows a retention schedule defined by policy and in certain cases state statute. As of December 12, 2024, the Public Safety Department was storing 13TB of digital evidence data (Panasonic) on our local server. This results in a hosting cost of approximately \$14,473 per year. Over time, the amount of data we have stored on that server will diminish as it's deleted according to our retention schedule. We anticipate the need to maintain that server will end prior to January 2028. The process to migrate 13TB of data from local servers to Axon servers is not recommended as it takes significant time (over one year) and significant funding (hundreds of thousands of dollars) to transfer and code the data and pay for storage on the Axon system.

We have invited Axon representative, Lily Dokic, to speak (remotely) with Council at the January 6, 2025 work session. We've asked her to speak with Council about the Axon system; demonstrate its value to providing officer safety functions to our police officers, transparency and accountability, aid in successful prosecution efforts, and aid in successful statutory audit requirements.

REQUESTED COUNCIL DIRECTION

Public Safety is respectfully requesting Council authorization to spend an additional \$109,792.97, for a total of \$309,792.97, from the public safety aid funds to purchase a five-year plan for an Axon digital mobile evidence system.

ATTACHMENTS

- Executive summary for the Axon system provided by Axon
- Quote for body worn cameras and fleet cameras provided by Axon
- Quote for interview and detention room cameras provided by Axon

5-YEAR QUOTE SUMMARY

AXON BODY 4 STARTER WITH AXON FLEET 3 &
INTERVIEW ROOM BUNDLE FOR
LINO LAKES POLICE DEPARTMENT

Prepared By: Lily Dokic, Account Manager

Email: lyost@axon.com

Phone: 480-353-6240

17800 North 85th Street

Scottsdale, AZ 85255



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EXECUTIVE OVERVIEW

With Axon's Body 4 Starter with Axon Fleet 3 & Interview Room Bundle, Lino Lakes Police Department can gain access to an ecosystem of connected hardware and software. The solutions included in the Body 4 Starter with Axon Fleet 3 & Interview Room Bundle were designed to integrate with one another and intentionally built to help improve upon day-to-day law enforcement activities. By bundling these solutions into one cost-effective package, Lino Lakes Police Department can begin leveraging all of the necessary tools to improve efficiencies across your agency and keep your officers and communities safe.

By investing in our solutions as a bundle—versus a la carte purchases Lino Lakes Police Department will receive an overall savings of \$125,034.3 throughout a 5-year contract.

For your convenience, we have also included a link to our [Master Services and Purchasing Agreement](#) for you to review.

If you have any questions regarding our solutions or pricing, please contact:

POINT OF CONTACT

Lily Dokic

Account Manager

480-353-6240

lyost@axon.com

Please note that to sign a deal with Axon Enterprise, Inc., all accounts must be current, and any outstanding invoices must be paid.

We look forward to working with Lino Lakes Police Department to help bolster your current workflows by joining our technology—designed specifically for law enforcement—with your personnel.



COST OVERVIEW

CONTRACT LENGTH AND REFRESHES	
Program Length	5 Years
Refresh Schedule	Axon Body-Worn Cameras – Month 30 Axon Docks – Month 30
BILLING SCHEDULE	
Year 1	\$61,958.59
Year 2	\$61,958.59
Year 3	\$61,958.59
Year 4	\$61,958.59
Year 5	\$61,958.59
SAVINGS OVERVIEW	
Bundle Savings	\$94,575.18
Additional Discount	\$30,459.09
Total Savings	\$125,034.3
TOTAL	
Total Program Cost	\$309,792.97



STORAGE OVERVIEW

With the collection of Lino Lakes Police Department's digital evidence on the rise, having access to a highly scalable cloud-storage solution capable of housing both Axon and non-Axon data is of the utmost importance. Especially when you need a reliable storage array to quickly access, manage, and share your data. With our proposed solution, Axon is offering Lino Lakes Police Department the following storage amounts to ensure your data is available all from one place.

AVAILABLE STORAGE BREAKDOWN	
LICENSE TIER	STORAGE AMOUNT
Axon Device Data Storage	Unlimited
Axon Evidence Storage	Unlimited
Third-Party Storage	400GB



SOLUTION DELIVERABLES

Axon's Body 4 Starter with Axon Fleet 3 & Interview Room Bundles hardware, software, accessories, training programs, 24/7 customer support, equipment refreshes, and warranties together to help equip your officers with the solutions they need. Whether easing your administrative burden back at the station or protecting your officers in the field, Lino Lakes Police Department will receive the following program features and products to help you meet your goals.

HARDWARE COMPONENTS

BODY-WORN CAMERAS

- ▶ 31 Axon Body-Worn Cameras + Mounts
- ▶ 4 Axon Body-Worn Cameras Docks, Wall Mounts, and Accessories

IN-CAR CAMERA SYSTEMS

- ▶ 13 Axon Fleet 3 Camera Kits
- ▶ 13 Cradlepoint R920 Routers
- ▶ 13 Axon Signal Units
- ▶ 13 Airgain Antennas
- ▶ 13 Axon Fleet SIM Cards

SOFTWARE COMPONENTS

BODY-WORN CAMERAS

- ▶ 31 Axon Respond+ Licenses

IN-CAR CAMERA SYSTEMS

- ▶ 13 Axon Fleet 3 In-Car System Licenses
- ▶ 13 Axon Fleet 3 Unlimited Storage Licenses

DEMS

- ▶ 31 Axon Evidence Basic Licenses
- ▶ 3 Command Staff Pro Licenses
- ▶ 31 Axon Evidence Unlimited Storage Licenses (Axon Data Only)
400 GB A-la-Carte Storage (Non-Axon Data)



TRAINING AND SUPPORT

- ▶ Axon Starter Full-Service Deployment
- ▶ In-Car Camera System Vehicle Installations

WARRANTIES AND REFRESHES

- ▶ Five-Year Body-Worn Camera and Dock Warranties
- ▶ Five-Year Fleet 3 Hardware Warranties
- ▶ Body-Worn Camera and Dock Refresh at 30 Months



DETAILED SOLUTION OVERVIEW

The solutions that make up your comprehensive bundle include:

- ▶ AXON BODY 4 W/ AXON RESPOND+
- ▶ AXON EVIDENCE W/ UNLIMITED STORAGE
- ▶ AXON Fleet 3
- ▶ AXON Interview Room

AXON BODY 4

The Axon Body 4 camera is designed to capture clear admissible video and audio evidence when an officer is in the field. The camera has four configurable resolutions from 480p to 1440p and leverages low-light and clear frame technology to capture high-quality video evidence in a variety of environments. Four built-in microphones, strategically placed inside the camera, leverage audio algorithms and onboard audio processing to capture high-quality audio recordings. When combined, all of these elements help officers capture truth in the moment and maintain transparency in the field.

With Axon Body 4, officers will be connected like never before, with two of our newest features: Watch Me notifications and bi-directional communication. Each feature will unlock new workflows when responding to a call.



- ▶ WATCH ME BUTTON that allows officers to send a notification to livestream viewers or mobile users to request a second set of eyes when needed. By doing so, livestream viewers will be able to take quick action on opening a livestream and can begin bi-directional communication with an officer.
- ▶ BI-DIRECTIONAL COMMUNICATION gives officers the ability to communicate hands-free with livestream viewers without tying up the radio, allowing them to open additional channels of communication with dispatchers, supervisors, translators, mental health professionals, and more.

AXON BODY 4 IN THE FIELD

Officers in the field have complete control over their Axon Body 4 camera through seven easily accessible buttons strategically placed on the device. These buttons allow officers to start and stop recordings, manage volume levels, activate and deactivate operation modes, access camera information, and power down the device. Additionally, the camera has two programmable buttons that an agency can set to determine device behavior, thus making the most important camera actions easier to remember and access. This includes programmable camera features like Stealth mode, Audio Mute, Photo Marker, and the newly built Watch Me feature that allows officers to request an extra set of eyes via Axon Respond's livestreaming capabilities.



An officer can also easily and quickly view their camera's status via LED lights on the front and top of the camera, as well as from the Camera. For example, when the camera is recording, both the LED lights on the front of the camera and near the Camera Display will blink red. The camera also uses audio and haptic feedback in unison with visual feedback to help remind officers of the current state of the camera. This is useful in situations when officers are multi-tasking and need to quickly check the status of the camera without losing focus on the task at hand.

/ ADDITIONAL CAMERA FEATURES AND BENEFITS

- ▶ A DURABLE DESIGN that has been tested to meet/pass the Ingress Protection Rating, MIL-STD Defense, and Impact Certified standards, and can withstand impacts and operate in the harshest environments.
- ▶ AES-256-XTS FULL-DISK ENCRYPTION that protects evidence from manipulation while on the device.
- ▶ A LONG-LASTING BATTERY that is capable of providing approximately 13 hours of battery life under normal usage.
- ▶ A LARGE INTERNAL STORAGE CAPACITY of 128 GB to house captured video files.
- ▶ AN INTEGRATED AND EASY-TO-USE MOUNTING SYSTEM that allows officers to quickly mount their cameras to various locations on the body and across different uniform types and equipment, such as helmets and belts.
- ▶ EMBEDDED REAL-TIME AWARENESS TECHNOLOGY via Axon Respond, which allows the camera to send notifications and alerts, GPS and Wi-Fi location information, and a secure livestream feed over an LTE connection to Axon Evidence or a mobile application.
- ▶ INTEGRATED AXON SIGNAL TECHNOLOGY activates a camera if an action is taken, such as a firearm being removed from a holster equipped with Axon Signal Sidearm.
- ▶ A CONFIGURABLE PRE-EVENT BUFFER that can capture up to two minutes of video before the camera is actively recording.
- ▶ AN IN-FIELD EVIDENCE OFFLOAD OPTION that allows officers to send individual pieces of evidence directly from the camera to Axon Evidence.

AXON BODY 4 AT THE STATION

Once back at the station at the end of a shift, officers can begin charging the camera, offloading evidence to Axon Evidence, and updating the camera's settings and operating system by simply plugging the Axon Body 4 camera into an Axon docking station. Whether the docks are placed on a table or mounted to a wall, officers can insert their cameras into any bay and end their shift with confidence, knowing their evidence will be securely offloaded, and the camera will be fully charged and have the necessary storage available to capture critical events as they unfold during their next shift.

/ REAL-TIME SITUATIONAL AWARENESS

Axon Body 4's integration with the Axon Ecosystem enables dispatch and command staff to gain real-time situational awareness of events in the field, through Axon Respond. Axon Respond enables remote personnel to quickly gain insight into a call-for-service or an officer's whereabouts. By simply signing into Axon Evidence or the Axon Respond mobile application, the personnel can open up the Axon Respond Map and access livestreams from active cameras, view location data as cameras move, and receive live alerts and



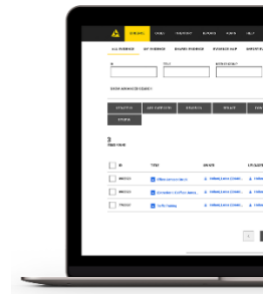
notifications. This includes Watch Me notifications sent from an officer's body-worn camera, which will allow dispatch or command staff to quickly access a livestream and begin bi-directional communication with an officer in need, in real-time, through Axon Respond.

These capabilities make it possible for those not on the scene to gather better intel and help officers in the field as situations change. Whether checking in on a responding officer or sharing tactical advice during a critical event, Axon Respond gives your agency access to information in the moment.

AXON EVIDENCE

Axon Evidence is a scalable, cloud-based DEMS, which stores all digital evidence in a centralized, secure system. Axon Evidence integrates with the entire Axon Ecosystem of devices and applications, so your personnel can use its suite of features and efficient workflows to easily store, organize, and view evidence.

On top of that, Axon Evidence includes easy-to-use case-building tools and sharing workflows that allow users to build cases out of the evidence stored in the system. Once built, these cases can then be shared across your agency and with prosecuting partners in other agencies and jurisdictions.



AXON EVIDENCE AT THE STATION

Personnel in a variety of roles can use Axon Evidence as the centralized system for uploading, storing, managing, searching, and organizing evidence—both captured via devices in the Axon Ecosystem and gathered from other, third-party sources.

Each user of Axon Evidence has their actions and capabilities within the system determined by role-based access permissions within the system.

These permissions are reflected within the system's dynamic user interface. For example, an Admin user will most likely have access to more tools and actions than that of a Basic user. Depending on those permissions, a user's experience in the system will vary. Providing a specific user with only the actions necessary to complete their duties when working within Axon Evidence creates a cleaner workspace with fewer distractions. No more mouse clicks that trigger unwanted actions or navigating through hundreds of unnecessary evidence files.

/ SEARCHING AND MANAGING EVIDENCE

The search functionality in Axon Evidence is designed to reduce the time it takes to locate an evidence file. The search interface offers an intuitive design that allows users to quickly navigate the search fields and filters to find exactly what they are looking for.

Axon Evidence also supports bulk action capabilities that can save users time when managing the system and their evidence. For example, instead of going into the video player interface to perform actions on an individual video, Axon Evidence supports bulk actions that can be performed on one or many selected videos based on search results, which can save time when managing multiple pieces of evidence.

/ WORKING WITH EVIDENCE



While working with evidence, users will have the ability to review and playback video and audio with our built-in media player. With basic controls that allow a user to play, stop, rewind, fast forward, and control the speed at which evidence files are played, users can quickly and thoroughly review their evidence. While reviewing evidence from the View Evidence page, your users can also:

- ▶ CREATE CLIPS AND MARKERS to focus on or separate certain parts of a video
- ▶ VIEW METADATA OVERLAYS that display important information such as the time and date
- ▶ ADD METADATA, TAGS, NOTES, AND CATEGORIES to the evidence file
- ▶ SHARE EVIDENCE FILES with other users or external partners
- ▶ ACCESS AND DOWNLOAD THE AUDIT TRAIL to review actions taken on the evidence
- ▶ VIEW LOCATION DATA AND AUTOMATED TRANSCRIPTIONS that may be associated with the evidence file

/ CONTROLLING ACCESS TO EVIDENCE

Axon Evidence governs access to stored information through agency-defined access control settings and configurations. Administrators will create roles for different users that dictate levels of access. Each Axon Evidence user will then be assigned one of these roles, which determines if they do or do not have access to particular DEMS features and functions. Agencies can also create cases and groups to control evidence access lists and improve sharing workflows.

Additionally, Axon Evidence provides many agency-customizable security features to secure digital evidence, including password complexity requirements, failed login limits, and enforced timeout settings. Multi-factor authentication options are also available to allow a user to access the system without the need for an administrator's approval.

/ PROTECTING THE CHAIN OF CUSTODY

Robust evidence, device, and user audit trails help protect the chain of custody within the system. For peace of mind, every action taken by your personnel when in the system is tracked and recorded in a tamperproof audit trail.

Axon's compliance demonstrates our commitment to providing a trustworthy platform and offers Lino Lakes Police Department a way to understand the controls put in place to secure Axon Evidence and the data you store in it.

/ SECURING THE SYSTEM AND EVIDENCE

Axon Evidence was designed and operates to ensure compliance with the FBI CJIS Security Policy. Lino Lakes Police Department can be assured that your digital data is protected by a robust information security program designed to exceed the CJIS security requirements as well as provide protection against current and emerging threats.

Additionally, all evidence data is encrypted at rest and in transit. Robust SSL/TLS is implemented for data in transit using TLS 1.2 with a 256-bit connection and Perfect Forward Secrecy. Evidence data stored at rest is encrypted with at least 256-bit AES.



ADDITIONAL SOLUTIONS

AXON FLEET 3

Axon Fleet 3 is an in-car video system purpose-built to capture audio and video within and outside of the vehicle. Axon Fleet 3 offers comprehensive evidence capture so that incidents are accurately documented and policing processes become more efficient and purposeful. Evidence captured by the system is stored on the Axon Hub and offloaded to Axon Evidence via LTE or Wi-Fi connections.

Axon Fleet 3 also comes equipped with real-time awareness technology that makes livestreaming a video feed from the front-facing camera possible, as well as Axon Signal technology to automatically start a recording if a particular action is taken or a device is engaged.



AXON FLEET 3 IN THE FIELD

Vehicles equipped with Axon Fleet 3 can capture clear and admissible evidence from two cameras—including a front-facing Dual-View camera and rear-facing Interior Camera—both with four configurable resolutions from 480p to 1080p.

The Dual-View Camera supports a Panoramic mode with a 5:2 aspect ratio. This aspect ratio lessens the view of the vehicle's hood—as well as the sky—when recording, which helps capture a wider view of events happening in front of the vehicle. The camera uses two built-in image sensors and auto-exposure capabilities to record high-quality video in all conditions ranging from dim twilight to bright daylight. This technology helps the camera adjust to a variety of lighting environments as the patrol vehicle moves, including traveling through tunnels and parking garages. Additionally, the use of motion blur technology helps to clearly capture fast-moving objects.

The Interior Camera captures video in full color during daylight operation and automatically transitions to capture video in infrared at night. This infrared technology enables video recording even in total darkness, ensuring any activity taking place within the vehicle's cabin is documented. The Interior Camera has a set aspect ratio of 4:3, which allows the camera to capture video evidence of the back cabin, from door-to-door, and above an occupant's head to below their knees.

Each Axon Fleet 3 camera leverages a multi-microphone setup. The Dual-View Camera has three built-in microphones, and the Interior Camera has two built-in microphones. With these multiple integrated microphones, Axon Fleet 3 can make the most effective use of Axon's audio algorithm—developed in partnership with Nokia—which dramatically improves captured audio. Combining Nokia-OZO's Audio Focus and Audio Windscreen technology with our audio algorithm helps to improve the clarity of speech and reduce unwanted environmental noise in a variety of recording environments.

/ ADDITIONAL FEATURES AND BENEFITS



- ▶ A DURABLE DESIGN that has been tested to meet/pass the Ingress Protection Rating, MIL-STD Defense, and Impact Certified standards, and can withstand impacts and operate in a range of temperatures.
- ▶ CONTINUOUS SYSTEM POWER FROM THE PATROL VEHICLE'S ENGINE that keeps the system running while the ignition is switched on.
- ▶ BACK UP BATTERY POWER for up to 30 minutes once the ignition is switched off.
- ▶ A CONFIGURABLE PRE-EVENT BUFFER that can capture up to two minutes of video before the camera is actively recording.
- ▶ EMBEDDED AXON SIGNAL TECHNOLOGY tied to configurable triggers that activate cameras if a particular action is taken—like a door being opened or a weapon rack being unlocked.
- ▶ VIDEO RECALL FEATURE that allows for recovery of video footage if a device was not recording at the time of an incident.
- ▶ SUPPORT for up to five in-car video cameras.

/ EASE OF USE THROUGH AXON FLEET DASHBOARD

The Axon Fleet Dashboard application—designed for a police vehicle's MDC—can be used to control and support your Axon Fleet 3 in-car cameras. Axon Fleet Dashboard allows users to start and stop camera recordings, play recorded videos, add metadata to videos, and offload evidence directly from the vehicle.

Once signed in to Axon Fleet Dashboard, users can interact with and navigate four main pages:

- ▶ DEVICES – Users can review camera status, manually start and stop a camera recording, and watch live views from connected in-car and body-worn cameras.
- ▶ VIDEOS – Users can review and add metadata to videos, position videos for priority upload, and check the upload status of videos.
- ▶ SETTINGS – Users can review vehicle, user, and system information, pair with and change body-worn camera settings, and sign out of the application.

Axon Fleet Dashboard also supports the ability for two users to be signed into the same session at once. Any video evidence recorded when two users are signed in will have dual ownership when evidence is uploaded to Axon Evidence, thus allowing both users to access and manage the captured evidence.

AXON FLEET 3 AT THE STATION

When in the field, an Axon Fleet 3 patrol vehicle is constantly connected to Axon Evidence through the Cradlepoint router. This router uploads video evidence stored on the Axon Fleet Hub—the in-car vehicle's storage system—via an LTE or Wi-Fi connection. This constant transfer of data helps to both free up onboard storage and reduce manual upload processes when back at the station, and makes evidence available to Axon Evidence administrators and Lino Lakes Police Department's command staff faster.



AXON INTERVIEW ROOM

AXON INTERVIEW FEATURES & BENEFITS

/ REDUNDANT RECORDING

Ensure the confession is captured every time.

/ 24/7 BUFFERING OPTION

Capture forgotten interviews and let nothing slip through the cracks.

/ METADATA MANAGEMENT

Flexible customer-defined metadata.

/ PRE AND POST-EVENT RECORDING

Customize pre and post-event windows of up to 7 minutes.

/ TOUCH-SCREEN SOFTWARE

Quickly enter metadata with high accuracy.

/ HIGH-DEFINITION

Produce industry-leading audio and video for the prosecution.

/ MASKING

Preserve attorney-client privileges without sacrificing video continuity.

/ MOTION-BASED TRIGGER

Supports DWI/DUI rooms for when officers' hands are full.

AXON INTERVIEW SPECIFICATIONS

TAMPER-PROOF TECHNOLOGY

SHA-2 hashing algorithm and chain of custody including standard reports.

POE SUPPORT

Power over ethernet IEEE 802.3af/802.3at type 1.

CAMERA SECURITY

HTTPS encrypted communication to the camera, IEEE 802.1x network access control.

SUPPORTED PROTOCOLS

IPv4/v6, FTP, CIFS/SMB, SMTP, Bonjour, UPnP.

VIDEO ENCODING

H.264 baseline and main profile (MPEG-4 part 10/AVC), streaming compliant.

COVERT OR OVERT CAMERAS

Support for either style of camera to best fit your needs.



DEDICATION TO CUSTOMER SUCCESS

Once a solution is delivered, most agencies are left asking, what's next? Axon has you covered. We are committed to providing Lino Lakes Police Department with post-sales and post-deployment support. Whether that be troubleshooting assistance, technical support, additional training, consulting advice, or help with exchanging and returning equipment, our dedicated team is here for you. Through regular communication, our knowledgeable staff can offer Lino Lakes Police Department the support you should expect from a service provider. This support includes access to:

- ▶ **24/7 CUSTOMER SUPPORT** – Axon's full customer support division is available via live phone support, 24 hours a day, seven days a week.
- ▶ **PROFESSIONAL SERVICES** – Experienced and skilled personnel who are involved in the implementation, development, deployment, management, and support of your Axon program
- ▶ **SALES ENGINEERS (SE)** – SEs own the technical aspects of the sales process and have a technical mindset that allows them to understand complex systems and solve intricate challenges involving hardware, software, and network issues
- ▶ **CUSTOMER SUCCESS MANAGERS** – Dedicated Axon personnel assigned per agency who communicate important operating system/firmware and hardware updates, identify day-to-day bugs, and address general issues, as well as fulfill hardware refreshes and deployment of new equipment, conduct quarterly business reviews with customers, and identify important customer feature requests
- ▶ **ECOMMERCE** – Axon's online store available to clients for an expedited purchasing experience on smaller orders
- ▶ **CONSULTANTS** – Part-time expert consultants, made up of retired law enforcement leaders, who deliver service on smaller projects and serve as additional resources on large projects
- ▶ **AXON WEEK** – Axon's user conference brings members of the law enforcement community, technology leaders, and prosecutors together to learn how agencies can make policing more effective and efficient with Axon products
- ▶ **ACCOUNT MANAGEMENT HELP** – Available assistance when issues arise with an agency's account
- ▶ **LEARNING AND DEVELOPMENT** – Ongoing training courses that cover and promote proper software and hardware use and compliance

Our goal is to provide Lino Lakes Police Department with the necessary assistance to help make the most of the solutions you count on every day. With a network of resources dedicated to and designed to meet the needs of law enforcement, Axon is here to help.

CAPTURE TRUTH
ACCELERATE JUSTICE
PROTECT LIFE





Axon Enterprise, Inc.
17800 N 85th St.
Scottsdale, Arizona 85255
United States
VAT: 86-0741227
Domestic: (800) 978-2737
International: +1.800.978.2737

Q-634416-45642.694LD

Issued: 12/16/2024

Quote Expiration: 12/31/2024

Estimated Contract Start Date: 03/01/2025

Account Number: 107945

Payment Terms:

Delivery Method:

SHIP TO	BILL TO
Lino Lakes Police Department - MN 640 TOWN CENTER PKWY CIRCLE PINES CIRCLE PINES, MN 55014 USA	Lino Lakes Police Department - MN 640 TOWN CENTER PKWY CIRCLE PINES CIRCLE PINES MN 55014 USA Email:

SALES REPRESENTATIVE	PRIMARY CONTACT
Lily Dokic Phone: Email: lyost@axon.com Fax:	William Owens Phone: 651-982-2303 Email: wowens@linolakes.us Fax:

Quote Summary

Program Length	60 Months
TOTAL COST	\$262,734.40
ESTIMATED TOTAL W/ TAX	\$262,734.40

Discount Summary

Average Savings Per Year	\$21,648.24
TOTAL SAVINGS	\$108,241.20

Payment Summary

Date	Subtotal	Tax	Total
Feb 2025	\$52,546.88	\$0.00	\$52,546.88
Feb 2026	\$52,546.88	\$0.00	\$52,546.88
Feb 2027	\$52,546.88	\$0.00	\$52,546.88
Feb 2028	\$52,546.88	\$0.00	\$52,546.88
Feb 2029	\$52,546.88	\$0.00	\$52,546.88
Total	\$262,734.40	\$0.00	\$262,734.40

Quote Unbundled Price:	\$370,975.60
Quote List Price:	\$285,393.40
Quote Subtotal:	\$262,734.40

Pricing

All deliverables are detailed in Delivery Schedules section lower in proposal

Item	Description	Qty	Term	Unbundled	List Price	Net Price	Subtotal	Tax	Total
Program									
Fleet3B	Fleet 3 Basic	13	60	\$176.39	\$161.41	\$132.36	\$103,240.80	\$0.00	\$103,240.80
M00003	BUNDLE - ACQUISITION	31	60	\$92.81	\$53.08	\$53.08	\$98,728.80	\$0.00	\$98,728.80
A la Carte Software									
73746	AXON EVIDENCE - ECOM LICENSE - PRO	3	60		\$43.40	\$43.40	\$7,812.00	\$0.00	\$7,812.00
73680	AXON RESPOND PLUS - LICENSE	31	60		\$21.48	\$21.48	\$39,952.80	\$0.00	\$39,952.80
A la Carte Services									
85144	AXON BODY - PSO - STARTER	1			\$13,000.00	\$13,000.00	\$13,000.00	\$0.00	\$13,000.00
Total							\$262,734.40	\$0.00	\$262,734.40

Delivery Schedule

Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
BUNDLE - ACQUISITION	100147	AXON BODY 4 - CAMERA - NA US FIRST RESPONDER BLK RAPIDLOCK	31	1	02/01/2025
BUNDLE - ACQUISITION	100147	AXON BODY 4 - CAMERA - NA US FIRST RESPONDER BLK RAPIDLOCK	1	1	02/01/2025
BUNDLE - ACQUISITION	100206	AXON BODY 4 - 8 BAY DOCK	4	1	02/01/2025
BUNDLE - ACQUISITION	100466	AXON BODY 4 - CABLE - USB-C TO USB-C	35	1	02/01/2025
BUNDLE - ACQUISITION	11507	AXON BODY - MOUNT - RAPIDLOCK SINGLE MOLLE	35	1	02/01/2025
BUNDLE - ACQUISITION	70033	AXON - DOCK WALL MOUNT - BRACKET ASSY	4	1	02/01/2025
BUNDLE - ACQUISITION	71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA	4	1	02/01/2025
Fleet 3 Basic	100989	AXON FLEET - CRADLEPOINT R920-C7A+5YR NETCLOUD	13	1	02/01/2025
Fleet 3 Basic	70112	AXON SIGNAL - SIGNAL UNIT	13	1	02/01/2025
Fleet 3 Basic	71200	AXON FLEET - AIRGAIN ANT - 5-IN-1 2LTE 2WIFI 1GNSS BL	13	1	02/01/2025
Fleet 3 Basic	72036	AXON FLEET 3 - STANDARD 2 CAMERA KIT	13	1	02/01/2025
BUNDLE - ACQUISITION	73309	AXON BODY - TAP REFRESH 1 - CAMERA	32	1	08/01/2027
BUNDLE - ACQUISITION	73689	AXON BODY - TAP REFRESH 1 - DOCK MULTI BAY	4	1	08/01/2027

Software

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
BUNDLE - ACQUISITION	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	31	03/01/2025	02/28/2030
BUNDLE - ACQUISITION	73840	AXON EVIDENCE - ECOM LICENSE - BASIC	31	03/01/2025	02/28/2030
Fleet 3 Basic	80400	AXON EVIDENCE - FLEET VEHICLE LICENSE	13	03/01/2025	02/28/2030
Fleet 3 Basic	80410	AXON EVIDENCE - STORAGE - FLEET 1 CAMERA UNLIMITED	26	03/01/2025	02/28/2030
A la Carte	73680	AXON RESPOND PLUS - LICENSE	31	03/01/2025	02/28/2030

Software

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
A la Carte	73746	AXON EVIDENCE - ECOM LICENSE - PRO	3	03/01/2025	02/28/2030

Services

Bundle	Item	Description	QTY
Fleet 3 Basic	73391	AXON FLEET 3 - DEPLOYMENT PER VEHICLE - NOT OVERSIZED	13
A la Carte	85144	AXON BODY - PSO - STARTER	1

Warranties

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
BUNDLE - ACQUISITION	80464	AXON BODY - TAP WARRANTY - CAMERA	31	02/01/2026	02/28/2030
BUNDLE - ACQUISITION	80464	AXON BODY - TAP WARRANTY - CAMERA	1	02/01/2026	02/28/2030
BUNDLE - ACQUISITION	80465	AXON BODY - TAP WARRANTY - MULTI BAY DOCK	4	02/01/2026	02/28/2030
Fleet 3 Basic	80379	AXON SIGNAL - EXT WARRANTY - SIGNAL UNIT	13	02/01/2026	02/28/2030
Fleet 3 Basic	80495	AXON FLEET 3 - EXT WARRANTY - 2 CAMERA KIT	13	02/01/2026	02/28/2030

Shipping Locations

Location Number	Street	City	State	Zip	Country
1	640 TOWN CENTER PKWY CIRCLE PINES	CIRCLE PINES	MN	55014	USA

Payment Details

Feb 2025

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 1	73680	AXON RESPOND PLUS - LICENSE	31	\$7,990.58	\$0.00	\$7,990.58
Year 1	73746	AXON EVIDENCE - ECOM LICENSE - PRO	3	\$1,562.40	\$0.00	\$1,562.40
Year 1	85144	AXON BODY - PSO - STARTER	1	\$2,600.00	\$0.00	\$2,600.00
Year 1	Fleet3B	Fleet 3 Basic	13	\$20,648.15	\$0.00	\$20,648.15
Year 1	M00003	BUNDLE - ACQUISITION	31	\$19,745.75	\$0.00	\$19,745.75
Total				\$52,546.88	\$0.00	\$52,546.88

Feb 2026

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 2	73680	AXON RESPOND PLUS - LICENSE	31	\$7,990.58	\$0.00	\$7,990.58
Year 2	73746	AXON EVIDENCE - ECOM LICENSE - PRO	3	\$1,562.40	\$0.00	\$1,562.40
Year 2	85144	AXON BODY - PSO - STARTER	1	\$2,600.00	\$0.00	\$2,600.00
Year 2	Fleet3B	Fleet 3 Basic	13	\$20,648.15	\$0.00	\$20,648.15
Year 2	M00003	BUNDLE - ACQUISITION	31	\$19,745.75	\$0.00	\$19,745.75
Total				\$52,546.88	\$0.00	\$52,546.88

Feb 2027

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 3	73680	AXON RESPOND PLUS - LICENSE	31	\$7,990.58	\$0.00	\$7,990.58
Year 3	73746	AXON EVIDENCE - ECOM LICENSE - PRO	3	\$1,562.40	\$0.00	\$1,562.40
Year 3	85144	AXON BODY - PSO - STARTER	1	\$2,600.00	\$0.00	\$2,600.00
Year 3	Fleet3B	Fleet 3 Basic	13	\$20,648.15	\$0.00	\$20,648.15
Year 3	M00003	BUNDLE - ACQUISITION	31	\$19,745.75	\$0.00	\$19,745.75
Total				\$52,546.88	\$0.00	\$52,546.88

Feb 2028

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 4	73680	AXON RESPOND PLUS - LICENSE	31	\$7,990.57	\$0.00	\$7,990.57
Year 4	73746	AXON EVIDENCE - ECOM LICENSE - PRO	3	\$1,562.40	\$0.00	\$1,562.40
Year 4	85144	AXON BODY - PSO - STARTER	1	\$2,600.00	\$0.00	\$2,600.00
Year 4	Fleet3B	Fleet 3 Basic	13	\$20,648.15	\$0.00	\$20,648.15
Year 4	M00003	BUNDLE - ACQUISITION	31	\$19,745.76	\$0.00	\$19,745.76
Total				\$52,546.88	\$0.00	\$52,546.88

Feb 2029

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 5	73680	AXON RESPOND PLUS - LICENSE	31	\$7,990.57	\$0.00	\$7,990.57
Year 5	73746	AXON EVIDENCE - ECOM LICENSE - PRO	3	\$1,562.40	\$0.00	\$1,562.40

Feb 2029

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 5	85144	AXON BODY - PSO - STARTER	1	\$2,600.00	\$0.00	\$2,600.00
Year 5	Fleet3B	Fleet 3 Basic	13	\$20,648.15	\$0.00	\$20,648.15
Year 5	M00003	BUNDLE - ACQUISITION	31	\$19,745.76	\$0.00	\$19,745.76
Total				\$52,546.88	\$0.00	\$52,546.88

Tax is estimated based on rates applicable at date of quote and subject to change at time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.

Standard Terms and Conditions

Axon Enterprise Inc. Sales Terms and Conditions

Axon Master Services and Purchasing Agreement:

This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at <https://www.axon.com/sales-terms-and-conditions>), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. In the event you and Axon have entered into a prior agreement to govern all future purchases, that agreement shall govern to the extent it includes the products and services being purchased and does not conflict with the Axon Customer Experience Improvement Program Appendix as described below.

ACEIP:

The Axon Customer Experience Improvement Program Appendix, which includes the sharing of de-identified segments of Agency Content with Axon to develop new products and improve your product experience (posted at www.axon.com/legal/sales-terms-and-conditions), is incorporated herein by reference. By signing below, you agree to the terms of the Axon Customer Experience Improvement Program.

Acceptance of Terms:

Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.

Signature

Date Signed

12/16/2024





Axon Enterprise, Inc.
17800 N 85th St.
Scottsdale, Arizona 85255
United States
VAT: 86-0741227
Domestic: (800) 978-2737
International: +1.800.978.2737

Q-633725-45643.693LD

Issued: 12/17/2024

Quote Expiration: 12/31/2024

Estimated Contract Start Date: 04/01/2025

Account Number: 107945

Payment Terms: N30

Delivery Method:

SHIP TO	BILL TO
Lino Lakes Police Department - MN 640 TOWN CENTER PKWY CIRCLE PINES CIRCLE PINES, MN 55014 USA	Lino Lakes Police Department - MN 640 TOWN CENTER PKWY CIRCLE PINES CIRCLE PINES MN 55014 USA Email:

SALES REPRESENTATIVE	PRIMARY CONTACT
Lily Dokic Phone: Email: lyost@axon.com Fax:	William Owens Phone: 651-982-2303 Email: wowens@linolakes.us Fax:

Quote Summary

Program Length	60 Months
TOTAL COST	\$47,058.57
ESTIMATED TOTAL W/ TAX	\$47,058.57

Discount Summary

Average Savings Per Year	\$3,359.80
TOTAL SAVINGS	\$16,799.00

Payment Summary

Date	Subtotal	Tax	Total
Mar 2025	\$9,411.73	\$0.00	\$9,411.73
Mar 2026	\$9,411.71	\$0.00	\$9,411.71
Mar 2027	\$9,411.71	\$0.00	\$9,411.71
Mar 2028	\$9,411.71	\$0.00	\$9,411.71
Mar 2029	\$9,411.71	\$0.00	\$9,411.71
Total	\$47,058.57	\$0.00	\$47,058.57

Quote Unbundled Price:	\$63,857.57
Quote List Price:	\$54,858.77
Quote Subtotal:	\$47,058.57

Pricing

All deliverables are detailed in Delivery Schedules section lower in proposal

Item	Description	Qty	Term	Unbundled	List Price	Net Price	Subtotal	Tax	Total
Program									
IR1CB	Interview Room 1 Camera Essential	2	60	\$460.63	\$385.64	\$327.79	\$39,334.80	\$0.00	\$39,334.80
A la Carte Hardware									
50220	AXON INTERVIEW - POE SWITCH - 8 PORT	1			\$1,137.03	\$1,023.33	\$1,023.33	\$0.00	\$1,023.33
50294	AXON INTERVIEW - SERVER - LITE	2			\$3,722.47	\$3,350.22	\$6,700.44	\$0.00	\$6,700.44
Total							\$47,058.57	\$0.00	\$47,058.57

Delivery Schedule

Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
Interview Room 1 Camera Essential	50114	AXON INTERVIEW - CAMERA - COVERT SENSOR	1	1	03/01/2025
Interview Room 1 Camera Essential	50118	AXON INTERVIEW - MIC - WIRED (STANDARD MIC)	1	1	03/01/2025
Interview Room 1 Camera Essential	50118	AXON INTERVIEW - MIC - WIRED (STANDARD MIC)	1	1	03/01/2025
Interview Room 1 Camera Essential	50218	AXON INTERVIEW - CAMERA - COVERT MAIN UNIT	1	1	03/01/2025
Interview Room 1 Camera Essential	50298	AXON INTERVIEW - CAMERA - OVERT DOME	1	1	03/01/2025
Interview Room 1 Camera Essential	50322	AXON INTERVIEW - TOUCH PANEL PRO	2	1	03/01/2025
Interview Room 1 Camera Essential	74056	AXON INTERVIEW - TOUCH PANEL WALL MOUNT	2	1	03/01/2025
Interview Room 1 Camera Essential	74116	AXON INTERVIEW - ENCLOSURE - FLUSH MOUNT	1	1	03/01/2025
A la Carte	50220	AXON INTERVIEW - POE SWITCH - 8 PORT	1	1	03/01/2025
A la Carte	50294	AXON INTERVIEW - SERVER - LITE	2	1	03/01/2025

Software

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
Interview Room 1 Camera Essential	50037	AXON INTERVIEW - CLIENT SOFTWARE - PER TOUCH PANEL-PC	2	04/01/2025	03/31/2030
Interview Room 1 Camera Essential	50039	AXON INTERVIEW - CLIENT SOFTWARE - MAINT. PER TOUCH PANEL	2	04/01/2025	03/31/2030
Interview Room 1 Camera Essential	50041	AXON INTERVIEW - STREAMING SERVER LICENSE - PER SERVER	2	04/01/2025	03/31/2030
Interview Room 1 Camera Essential	50043	AXON INTERVIEW - STREAMING SERVER MAINTENANCE - PER SERVER	2	04/01/2025	03/31/2030
Interview Room 1 Camera Essential	50045	AXON EVIDENCE - STORAGE - INTERVIEW ROOM UNLIMITED	2	04/01/2025	03/31/2030
Interview Room 1 Camera Essential	73840	AXON EVIDENCE - ECOM LICENSE - BASIC	1	04/01/2025	03/31/2030

Services

Bundle	Item	Description	QTY
Interview Room 1 Camera Essential	85170	AXON INTERVIEW - INSTALLATION - STANDARD (PER ROOM)	2

Warranties

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
Interview Room 1 Camera Essential	50448	AXON INTERVIEW - EXT WARRANTY	2	04/01/2026	03/31/2030

Shipping Locations

Location Number	Street	City	State	Zip	Country
1	640 TOWN CENTER PKWY CIRCLE PINES	CIRCLE PINES	MN	55014	USA

Payment Details

Mar 2025

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 1	50220	AXON INTERVIEW - POE SWITCH - 8 PORT	1	\$204.67	\$0.00	\$204.67
Annual Payment 1	50294	AXON INTERVIEW - SERVER - LITE	2	\$1,340.09	\$0.00	\$1,340.09
Annual Payment 1	IR1CB	Interview Room 1 Camera Essential	2	\$7,866.97	\$0.00	\$7,866.97
Total				\$9,411.73	\$0.00	\$9,411.73

Mar 2026

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 2	50220	AXON INTERVIEW - POE SWITCH - 8 PORT	1	\$204.67	\$0.00	\$204.67
Annual Payment 2	50294	AXON INTERVIEW - SERVER - LITE	2	\$1,340.09	\$0.00	\$1,340.09
Annual Payment 2	IR1CB	Interview Room 1 Camera Essential	2	\$7,866.95	\$0.00	\$7,866.95
Total				\$9,411.71	\$0.00	\$9,411.71

Mar 2027

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 3	50220	AXON INTERVIEW - POE SWITCH - 8 PORT	1	\$204.67	\$0.00	\$204.67
Annual Payment 3	50294	AXON INTERVIEW - SERVER - LITE	2	\$1,340.09	\$0.00	\$1,340.09
Annual Payment 3	IR1CB	Interview Room 1 Camera Essential	2	\$7,866.95	\$0.00	\$7,866.95
Total				\$9,411.71	\$0.00	\$9,411.71

Mar 2028

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 4	50220	AXON INTERVIEW - POE SWITCH - 8 PORT	1	\$204.67	\$0.00	\$204.67
Annual Payment 4	50294	AXON INTERVIEW - SERVER - LITE	2	\$1,340.09	\$0.00	\$1,340.09
Annual Payment 4	IR1CB	Interview Room 1 Camera Essential	2	\$7,866.95	\$0.00	\$7,866.95
Total				\$9,411.71	\$0.00	\$9,411.71

Mar 2029

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 5	50220	AXON INTERVIEW - POE SWITCH - 8 PORT	1	\$204.67	\$0.00	\$204.67
Annual Payment 5	50294	AXON INTERVIEW - SERVER - LITE	2	\$1,340.09	\$0.00	\$1,340.09
Annual Payment 5	IR1CB	Interview Room 1 Camera Essential	2	\$7,866.95	\$0.00	\$7,866.95
Total				\$9,411.71	\$0.00	\$9,411.71

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Signature

Date Signed

12/17/2024



**CITY COUNCIL
WORK SESSION STAFF
REPORT ITEM NO. 5**

STAFF ORIGINATOR: Michael Grochala, Community Development Director
Roberta Colotti, City Clerk
William Owens, Public Safety Captain

WORK SESSION DATE: January 6, 2025

TOPIC: Cannabis Regulations

BACKGROUND

As discussed at the December 2, 2024, work session, Minnesota Statutes, Chapter 342, adopted in 2023 and amended in 2024 authorizes the cultivation, manufacturing and sale of cannabis products. Minnesota's new Office of Cannabis Management (OCM) will be responsible for the licensing of cannabis businesses. The State is currently completing the rulemaking process which will likely be completed after the first of the year (2025).

There are 13 different types of business licenses. These include:

Microbusiness	Mezzobusiness	Cultivator
Manufacturer	Retailer	Wholesaler
Transporter	Testing Facility	Event Organizer
Delivery Service	Medical Cannabis Combo Bus.	Lower-Potency Hemp Manuf.
Lower-Potency Hemp Retailer		
Definitions for each business type are include in the attachments.		

ANALYSIS

The law provides certain means of oversight by local units of government. However, the city cannot outright ban a cannabis business, or limit operations in a manner beyond those provided in state law. The City's oversight includes:

Retail Restrictions. The city may limit the number of retailers and businesses with retail endorsements allowed within the community provided there is at least one retail location per 12,500 residents. Lino

Lakes is required to provide at least two licenses. The draft ordinance limits licenses to the minimum (617.04 (3)).

Local Certification of Zoning Compliance. As part of the OCM licensing process the City must certify that the applicant has met compliance with local zoning ordinances.

Retail Business Registration. Licensed Cannabis Retailers must register with the City through a formal registration process.

Retail Business Hours of Operation. State law allows sales between the hours of 8:00 a.m. to 2:00 a.m. Monday through Saturday. Sales are allowed on Sundays from 10:00 a.m. to 2:00 a.m. City's may choose to only allow for sales between 10:00 a.m. and 9:00 p.m. daily. The draft ordinance restricts hours of operation to between 8 am and 10 pm Monday – Saturday and 10 am to 10 pm on Sundays.

Buffers. Cities may choose to prohibit the operation of a cannabis business in the following areas:

- School – (0-1,000 feet)
- Day care, residential treatment facility, or an attraction within a public park that is regularly used by minors. (0-500 feet).

City Code currently prohibits issuance of a liquor license for establishments within 1,000 feet of a school. It specifically excludes day cares from this requirement because children are under constant supervision while at the facility and when traveling to and from the facility. The draft ordinance provides for a 1,000-foot buffer from schools, and 500' buffers from residential treatment facilities and public park attractions.

Prohibition of Onsite Consumption. Consumption or use of edibles on-site is prohibited except for microbusinesses with a retail endorsement. A microbusiness can obtain endorsements for cultivation, production, retail sales and on-site consumption. These businesses would be allowed only in industrial districts in the city.

Temporary Event Licenses. The law allows for temporary cannabis events lasting no more than four days. The draft ordinance establishes a “special” event application and approval process. Staff is continuing to review this section with the City Attorney.

Low Potency Hemp Products. Currently regulated as “Cannabinoids” in City Code, low potency hemp products and Hemp businesses will be registered as required by the state but not included in the license number restriction.

REQUESTED COUNCIL DIRECTION

Staff is requesting City Council discussion on the draft ordinance requirements and direction regarding buffers and hours of operation.

ATTACHMENTS

1. Draft Ordinance Relating to Cannabis
2. Cannabis Business Definitions

ORDINANCE NO. _____

CITY OF LINO LAKES, MINNESOTA

**ORDINANCE AMENDING 617
OF THE CITY CODE
CONCERNING THE REGULATION OF CANNABIS BUSINESSES**

THE CITY COUNCIL OF THE CITY OF LINO LAKES ORDAINS:

Section 1. Chapter 617 of the Lino Lakes City Code is hereby amended in its entirety to read as follows:

**CHAPTER 617
CANNABIS BUSINESSES**

SECTION:

617.01: Findings and Purpose; Authority and Jurisdiction
617.02: Definitions
617.03: State License Required
617.04: Retail Registration
617.05: Performance Standards
617.06: Minimum Buffer Requirement
617.07: Temporary Cannabis Events
617.08: Use in Public Places
617.09: Local Government as a Cannabis Retailer
617.10 Severability

617.01 FINDINGS AND PURPOSE; AUTHORITY AND JURISDICTION

- (1). Findings and Purpose. The city makes the following legislative findings:
- (a) The purpose of this chapter is to implement the provisions of Minnesota Statutes, chapter 342, which authorizes the city to protect the public health, safety, welfare of residents by regulating cannabis businesses within the city.
 - (b) The city finds that the proposed provisions are appropriate and lawful land use regulations for the city, that the proposed regulations will promote the interests of the community for now and in the future, and that the proposed provisions are in the public interest and for the public good.
- (2). Authority. The city has the authority to adopt this chapter pursuant to:
- (a) Minnesota Statutes, section 342.13(c), regarding the authority of a local unit of government to adopt reasonable restrictions of the time, place, and manner of the operation of a cannabis business provided that such restrictions do not prohibit the establishment or operation of cannabis businesses.

- (b) Minnesota Statutes, section 342.22, regarding the local registration and enforcement requirements of state licensed cannabis retail businesses and lower potency hemp edible retail businesses.
- (c) Minnesota Statutes, section 152.0263, Subd. 5, regarding the use of cannabis in public places.

617.02 DEFINITIONS

Unless otherwise noted in this chapter, words and phrases contained in Minnesota Statutes, section 342.01 and the rules promulgated pursuant to any of these acts, shall have the same meanings in this chapter:

ADULT USE CANNABIS PRODUCT. As defined under Minnesota Statutes, section 342.01, subd. 4.

CANNABIS BUSINESS. *In accordance with Minnesota Statutes, section 342.01, subdivision 14, "Cannabis Business" means any of the following license types:*

- a. Cannabis Microbusiness, Cannabis Mezzobusiness, Cannabis Cultivator, Cannabis Manufacturer, Cannabis Retailer, Cannabis Wholesaler, Cannabis Transporter, Cannabis Testing Facility, Cannabis Event Organizer, Cannabis Delivery Service, Medical Cannabis Cultivator, Medical Cannabis Processor, Medical Cannabis Retailer, and Medical Cannabis Combination Business.*

CANNABIS RETAIL BUSINESS. A state licensed retail location and the retail location(s) of a mezzobusinesses with a retail operations endorsement, microbusinesses with a retail operations endorsement, medical combination businesses operating a retail location, excluding lower potency hemp edible retailers.

CANNABIS RETAILER. Any person, partnership, firm, corporation, or association, foreign or domestic, selling cannabis product to a consumer and not for the purpose of resale in any form.

LOWER POTENCY HEMP EDIBLE. As defined under Minnesota Statutes, section 342.01, subd. 50.

LOWER POTENCY HEMP EDIBLE RETAILER OR HEMP RETAIL BUSINESS. A hemp business, as defined by Minnesota Statutes Section 342.01, Subd. 34, that holds a valid lower-potency hemp edible retailer license

OFFICE OF CANNABIS MANAGEMENT. State of Minnesota Office of Cannabis Management, as may be referred to as "OCM" in reference to this chapter.

PLACE OF PUBLIC ACCOMMODATION. A business, accommodation, refreshment, entertainment, recreation, or transportation facility of any kind, whether licensed or not, whose goods, services, facilities, privileges, advantages or accommodations are extended, offered, sold, or otherwise made available to the public.

PRELIMINARY LICENSE APPROVAL. Office of Cannabis Management pre-approval for a cannabis business license for applicants who qualify under Minnesota Statutes, section 342.17.

PUBLIC PLACE. A public park or trail, public street or sidewalk; any enclosed, indoor area used by the general public, including, but not limited to, restaurants; bars; any other food or liquor establishment; hospitals; nursing homes; auditoriums; arenas; gyms; meeting rooms; common areas of rental apartment buildings, and other places of public accommodation.

RESIDENTIAL TREATMENT FACILITY. As defined under Minnesota Statute 245.462, Subd. 23.

RETAIL REGISTRATION. An approved registration issued by the city to a cannabis retail business.

SCHOOL. A public school as defined under Minnesota Statutes, section 120A.05 or a nonpublic school that complies with the reporting requirements under Minnesota Statute, section 120A.24.

STATE LICENSE. An approved license issued by the Office of Cannabis Management to a cannabis retail business.

617.03: STATE LICENSE REQUIRED.

Operation of a cannabis business of the types established by Minnesota Statutes, section 324.10 within the city shall require a state license in accordance with Minnesota Statutes, section 342.14.

617.04: RETAIL REGISTRATION:

(1) Consent to Registering Cannabis Businesses and Hemp Retail Business

- (a) No individual or entity may operate a state-licensed cannabis retail business or hemp retail business within the Lino Lakes without first registering with the City.
- (b) Any state-licensed cannabis retail business or hemp retail business that sells to a customer or patient without a valid retail registration shall incur a civil penalty of up to \$2,000 per violation.

(2) Compliance Checks Prior to Retail Registration

- (a) Prior to issuance of a cannabis retail business or hemp retail business registration, the city shall conduct a preliminary compliance check to ensure compliance with local ordinances.
- (b) Pursuant to Minn. Stat. 342, within 30 days of receiving a copy of a state license application from OCM, the City shall certify on a form provided by OCM whether a proposed cannabis retail business or hemp retail business complies with local zoning ordinances and, if applicable, whether the proposed business complies with the city's zoning ordinance and state fire and building codes.

(3) Registrations Limited:

- (a) The City of Lino Lakes will limit the number of cannabis retail businesses to no more than one registration for every 12,500 residents within city limits.

Commented [MG1]: No limitation for Hemp Retail Business

- (b) Registrations for cannabis retail businesses shall be issued in order as of the date the city has received a complete application.

(4) Registration Fees:

- (a) Applicants for registration or renewal registrations shall be required to pay the registration and renewal fees as established by the City's fee schedule depending upon the type of retail business license applied for and in accordance with the following:
 - 1. An initial retail registration fee shall not exceed five hundred dollars (\$500) or one-half (1/2) the amount of an initial state license fee established by Minnesota Statutes, section 342.11, whichever is less. The initial registration fee shall include the initial retail registration fee and the first annual renewal fee.
 - 2. Any renewal retail registration fee imposed by the City shall be charged at the time of the second renewal and each subsequent renewal thereafter.
 - 3. A renewal retail registration fee shall not exceed one thousand dollars (\$1,000) or one-half (1/2) the amount of a renewal state license fee established by Minnesota Statutes, section 342.11, whichever is less.
 - 4. A medical combination business operating as an adult-use retail location shall only be charged a single registration fee, not to exceed the lesser of a single retail registration fee, defined by this section, for the adult-use retail business.
- (b) The registration/renewal fee shall be non-refundable once processed in accordance with Section 617.04(6) of this chapter.

(5) Application Submittal.

- (a) The city shall issue a retail registration to a state-licensed cannabis retail business or hemp retail business that adheres to the requirements of Minn. Stat. 342.22 and is in compliance with this chapter.
 - 1. An applicant for either a cannabis or hemp retail registration shall fill out an application form, as provided by the City. The application form shall include, but is not limited to:
 - i. Full name of the property owner and applicant;
 - ii. Address, email address, and telephone number of the applicant;
 - iii. The address and parcel ID for the property which the retail registration is sought;
 - iv. Name of the cannabis retail business or hemp retail business to be registered;

- v. Certification that the applicant complies with the requirements of local ordinances established pursuant to Minn. Stat. 342.13.

2. The applicant shall include with the form:

- i. the registration fee as required in Section 617.04(a) of this chapter;
- ii. a copy of a valid state license or written notice of OCM license preapproval;
- iii. a map showing the retail store meets the minimum buffer requirements outlined in Section 617.06 of this section of this chapter.

3. Once an application is considered complete, the City Clerk shall inform the applicant as such, process the application fees, and forward the application to the City Administrator or designee for approval or denial.

(6) Application Approval. Registration of a cannabis retail business or hemp retail business will be approved by the City and in effect so long as the following requirements are met:

- (a) A state-licensed cannabis retail business registration will not exceed the maximum number of registered cannabis retail businesses permitted under Section 617.04(3) of this chapter;
- (b) All applicable registration/renewal fees are paid in full;
- (c) The applicant holds a valid license or license preapproval issued to the cannabis retail business by OCM for a cannabis retail license or valid lower-potency hemp edible retailer license issued by OCM for a hemp retail license.
- (d) If applicable, the applicant is current on all property taxes and assessments at the location where the retail establishment is located; and
- (e) The cannabis retail business or hemp retail business is found to be in compliance with the zoning code (Chapter 1007) and all requirements of Section 6.17.05 and 617.06

(7) Annual Compliance Checks

- (a) The city shall complete at minimum one unannounced compliance check per calendar year of every registered cannabis business and hemp retail business to assess if the business meets age verification requirements, as required under Minn. Stat. 342.22 Subd. 4(b), Minn. Stat. 342.24 and this chapter].
- (b) Age verification compliance checks shall involve persons at least 17 years of age but under the age of 21 who, with the prior written consent of a parent or guardian if the person is under the age of 18, attempt to purchase adult-use cannabis flower,

adult-use cannabis products, lower-potency hemp edibles, or hemp-derived consumer products under the direct supervision of a law enforcement officer or an employee of the local unit of government.

- (d) Any failures under this section must be reported to the Office of Cannabis Management.

(8) Location Change

- (a) A registered cannabis retail business or hemp retail business shall be required to submit a new application for registration under Section 617.04 of this chapter if it seeks to move to a new location still within the city.
- (b) A previously registered cannabis retail business or hemp retail business that seeks to change locations within the city shall be subject to the location requirements established by Chapter 1007 of the city code (zoning ordinance).

- (9) Registration is nontransferable. Cannabis retail business and hemp retail business registrations issued under this chapter shall not be transferred to a different cannabis retail business or hemp retail business.

- (10) Renewal of Registration. A registration for a state-licensed cannabis retail business or a hemp retail business shall be renewed at the same time OCM renews the license for that business, provided:

- (a) The business shall apply to renew registration on a form established by the City.
- (c) An applicant for a renewal registration shall pay the renewal registration fee required under Section 617.04 (4) of this chapter.
- (d) The application for renewal of a retail registration shall include but is not limited items required under Section 617.04 (5) of this chapter.

(11) Suspension of Registration

- (a) When Suspension is Warranted.

- 1. The city may suspend a cannabis retail or hemp retail business's registration if it violates the provisions of this chapter or poses an immediate threat to the health or safety of the public. The City shall immediately notify the business in writing the grounds for the suspension.

- 2. Notification to OCM.

The city shall immediately notify the OCM in writing the grounds for the suspension. OCM will provide the city and cannabis retail business or hemp retail business a response to the complaint within seven calendar days and perform any necessary inspections within 30 calendar days.

- 3. Length of Suspension.

The suspension of a cannabis retail business or hemp retail business registration may be up to 30 calendar days, unless OCM suspends the license for a longer period. The business may not make sales to customers if their registration is suspended.

- i. The City Administrator or designee shall determine the appropriate length of suspension. For the first violation, the presumptive suspension shall be seven (7) days. For a second violation found within an eighteen (18) month period, the presumptive suspension shall be fourteen (14) days. For a third and all subsequent violations within an eighteen (18) month period, the presumptive suspension shall be thirty (30) days. Nothing in this section shall prevent the City Administrator or designee from deviating from the presumptive suspension length based on the specific circumstances of a given violation, including but not limited to the severity of the violation, whether the violation was knowing or intentional, and the degree of risk to the public health caused by the violation.
- ii. The City may reinstate a registration if it determined that the violations have been resolved.
- iii. The City shall reinstate a registration if OCM determines the violation(s) have been resolved.

4. Civil Penalties.

Subject to Minn. Stat. 342.22, subd. 5(e) the city may impose a civil penalty, as specified in the city's fee schedule, for registration violations, not to exceed \$2,000.

617.05 PERFORMANCE STANDARDS: Operation of a cannabis business of the types established by Minnesota Statutes, section 324.10 within the city shall comply with the provisions of this chapter and the following:

- (1) Building Code. The cannabis business shall comply with the provisions of 1003, of this code.
- (2) Zoning Ordinance. The cannabis business shall comply with the provisions of Chapter 1007 of this code.
- (3) Ventilation: A cannabis business shall be ventilated so that the odor of marijuana cannot be detected by a person with a normal sense of smell at the exterior of the cannabis business at the property line.
- (4) Age Limitations: No cannabis flower, cannabis products, lower-potency hemp edibles, or hemp derived consumer products shall be sold to any person under twenty-one (21) years of age unless the person is enrolled in the registry program and the cannabis business holds a medical cannabis retail endorsement.

- (5) Hours of Operation. Cannabis businesses are limited to retail sale of cannabis, cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products between the hours of 8:00 am and 10:00 pm ,Monday through Saturday, and between the hours of 10:00 a.m. and 10:00 pm on Sundays.
- (6) Public View:
 - (a) All activities of a cannabis business businesses, including, without limitation, cultivating, growing, processing, displaying, manufacturing, selling, and storage, shall be conducted out of public view.
 - (b) No cannabis or paraphernalia shall be displayed or kept in a business so as to be visible from outside the licensed premises.
- (7) Prohibited Activities:
 - (a) Consumption or use of edible cannabis products onsite of a cannabis retail business is prohibited except for licensed microbusinesses.
 - (b) There shall be no outdoor events or sales associated with a cannabis business; all such activities shall occur within a principal or accessory building, including temporary structures, as allowed in compliance with Chapter 1007 of this code.
 - (c) No cannabis business shall occupy a residential dwelling unit.

617.06 MINIMUM BUFFER REQUIREMENT. Except as provided for in subpart 4 of this subdivision, setbacks shall be measured from the closes point of the property line upon which the cannabis business is located, to the property line of the following uses:

- (1) A cannabis retail business (hemp retail businesses) shall not operate within 1000 feet of a school, ,500] feet of a residential treatment facility.
- (2) A cannabis retail business shall not operate within 500 feet of an attraction within a public park that is regularly used by minors, including a playground or athletic field. For purposes of this subpart, the distance measured shall be between the closest point of the property line upon which the cannabis business is located and the attraction that is regularly used by minors.
- (3) Nothing in this section shall prohibit an active cannabis business or a cannabis business seeking registration from continuing operation at the same site if a school, or a park attraction regularly used by minors, is installed or moves within the minimum buffer zone.

617.07 TEMPORARY CANNIBIS EVENTS:

- (1) Temporary Cannabis Event Permit Required: A temporary cannabis event permit is required to be issued and approved by the city prior to holding a Temporary Cannabis Event.

(2) Fee: A registration fee, as established in city's fee schedule, shall be charged to applicants for a temporary cannabis event permit. The application fee shall be non-refundable.

(3) Application Submittal and Review:

(a) An applicant for a temporary cannabis event permit shall fill out an application form, as provided by the city. The application shall include, but is not limited to:

1. Full name of the property owner and applicant;
2. Address, email address, and telephone number of the applicant;
3. Site plan of event space, including location and number of access points
4. Proposed capacity of event space
5. Other information as required by the city based on the type or size of the event.

(b) The applicant shall include with the application form:

1. The application fee as required in Section 617.07 (2) of this chapter;
2. A copy of the OCM cannabis event license application, submitted pursuant to Minn. Stat. 342.39 subd. 2.
3. The application shall be submitted to the City Clerk or designee for review. If the designee determines that a submitted application is incomplete, they shall return the application to the applicant with the notice of deficiencies.

(c) Once an application is considered complete, the City Clerk shall inform the applicant that the application is complete, process the application fees, and forward the application to the community development director or designee for approval or denial.

1. The application for a temporary cannabis event permit shall meet the following standards:

- a. Minimum Buffer Zone Required: A temporary cannabis event shall provide a minimum buffer zone from the following uses:

Five hundred feet (500') from a school.
- b. Temporary cannabis events shall only occur between the hours of ten o'clock (10:00) A.M. and ten o'clock (10:00) P.M, unless extended by the city council with approval of a special event permit.

- c. Adequate security for the event is in place to ensure compliance with the requirements of state law and city code.
- (d) An application for a temporary cannabis event permit that meets the requirements of this section shall be approved.
- (e) A request for a temporary cannabis event permit that does not meet the requirements of this section shall be denied. The City shall notify the applicant of the standards not met and basis for denial.

617.08 USE IN PUBLIC PLACES: No person shall use cannabis flower, cannabis products, lower potency hemp edibles, or hemp-derived consumer products in a public place or a place of public accommodation unless the premises is an establishment, or an event licensed to permit on-site consumption of cannabis products.

617.09 LOCAL GOVERNMENT AS A CANNABIS RETAILER. Any municipal cannabis retail store shall not be included in any limitation on the number of registered cannabis retail businesses established in this ordinance.

(1) Notwithstanding anything within this Chapter to the contrary, the City may establish, own and operate one municipal cannabis retail business.

(2) The City shall be subject to all the same retail license requirements and procedures applicable to all other applicants.

617.10 SEVERABILITY:

If any provision of this chapter is for any reason held to be invalid, such decision shall not affect the validity of the remaining provisions of this chapter.

Section 2. This Ordinance shall be in force and effect from and after upon its passage and publication according to the Lino Lakes City Charter.

ADOPTED by the Lino Lakes City Council this ____ day of January, 2025.

CITY OF LINO LAKES

BY: _____
Rob Rafferty, Mayor

ATTEST

BY: _____
Roberta Colotti, City Clerk

CANNABIS BUSINESSES DEFINITIONS:

- A. *Cannabis Business.* A cannabis microbusiness, cannabis mezzobusiness, cannabis cultivator, cannabis manufacturer, dispensary, cannabis wholesaler, cannabis transporter, cannabis testing facility, cannabis delivery services, or medical cannabis combination business licensed, or any use otherwise authorized, under Minnesota Statutes, Chapter 342.
- B. *Cannabis Cultivation.* A cannabis business licensed for planting, growing, harvesting, drying, curing, grading, or trimming of cannabis plants, cannabis flower, hemp plants, or hemp plant parts by a business licensed or authorized to cultivate cannabis or medical cannabis pursuant to Minnesota Statutes Chapter, 342.
- C. *Cannabis delivery service.* A person or entity licensed or otherwise authorized to purchase cannabis flower, cannabis products, lower-potency hemp edibles, and hemp-derived consumer products from licensed cannabis microbusinesses with a retail endorsement, cannabis mezzobusinesses with a retail endorsement, dispensaries, medical cannabis dispensaries, and medical cannabis combination businesses; transport and deliver cannabis flower, cannabis products, lower-potency hemp edibles, and hemp-derived consumable products to customers; and perform other actions pursuant to Minnesota Statutes, Chapter 342.
- D. *Cannabis or lower-potency hemp edible manufacturing.* An entity licensed or otherwise authorized for the creation of cannabis concentrate and manufacture of cannabis products and hemp-derived consumer products for public consumption pursuant to Minnesota Statutes, Chapter 342, an entity licensed or authorized to purchase hemp and artificially derived cannabinoids to make hemp concentrate; manufacture artificially derived cannabinoids and hemp edibles for public consumption; package and label lower-potency hemp edibles for sale to customers; sell hemp concentrate, artificially derived cannabinoids, and lower-potency hemp edibles to other cannabis businesses and hemp businesses; and perform other actions pursuant to Minnesota Statutes, Chapter 342, or an entity in possession of a medical cannabis processor license pursuant to Minnesota Statutes, Chapter 342.
- E. *Cannabis mezzobusiness.* A person or entity licensed to cultivate, manufacture, and sell products containing cannabis and related supplies and products and perform other actions authorized under a cannabis mezzobusiness license pursuant to Minnesota Statutes, Chapter 342.
- F. *Cannabis microbusiness.* A person or entity licensed to cultivate, manufacture, and sell products containing cannabis and related supplies and products and perform other actions authorized under a cannabis microbusiness license pursuant to Minnesota Statutes, Chapter 342.

- G. *Cannabis Retail Business*. A state licensed retail location and the retail location(s) of a mezzobusinesses with a retail operations endorsement, microbusinesses with a retail operations endorsement, medical combination businesses operating a retail location, excluding lower-potency hemp edible retailers, pursuant to Minnesota Statutes, Chapter 342.
- H. *Cannabis Retailer*. Any person, partnership, firm, corporation, or association, foreign or domestic, selling cannabis product to a consumer and not for the purpose of resale in any form.
- I. *Cannabis testing facility*. A facility licensed to obtain and test immature cannabis plants and seedlings, cannabis flower, cannabis products, hemp plant parts, hemp concentrate, artificially derived cannabinoids, lower-potency hemp edibles, and hemp-derived consumer products from cannabis microbusinesses, cannabis mezzobusinesses, cannabis cultivators, cannabis manufacturers, cannabis wholesalers, lower-potency hemp edible manufacturers, medical cannabis cultivators, medical cannabis processors, medical cannabis combination businesses, and industrial hemp growers pursuant to Minnesota Statutes, Chapter 342.
- J. *Cannabis transporter*. An entity licensed or otherwise authorized to transport immature cannabis plants and seedlings, cannabis flower, cannabis products, artificially derived cannabinoids, hemp plant parts, hemp concentrate, lower-potency hemp edibles, and hemp-derived consumer products from a cannabis business to a cannabis business pursuant to Minnesota Statutes, Chapter 342.
- K. *Cannabis wholesaler*. An entity licensed or authorized to obtain, store, and sell or otherwise transfer cannabis or hemp seeds, plants, flower, or other products for the purpose of resale or other transfer to a cannabis business, but not to consumers, pursuant to Minnesota Statutes, Chapter 342.
- L. *Lower-potency hemp edible retailer*. A person or entity licensed or authorized to acquire, possess, transfer, sell, dispense, or distribute lower-potency hemp edible products and related supplies and products pursuant to Minnesota Statutes, Chapter 342.
- M. *Medical cannabis combination business*. An entity authorized to cultivate, manufacture, and sell cannabis, hemp, and cannabis and hemp related supplies and products, and perform other actions authorized under a medical cannabis combination license pursuant to Minnesota Statutes, Chapter 342.

**CITY COUNCIL
WORK SESSION STAFF REPORT
ITEM NO. 6**

STAFF ORIGINATOR: Katie Larsen, City Planner

WORK SESSION DATE: January 6, 2025

TOPIC: Peltier Ponds PUD Concept Plan

BACKGROUND

Review Schedule:

Complete Application Date:	November 14, 2024
60-Day Deadline:	January 13, 2025
Environmental Board Meeting:	November 26, 2024
Park Board Meeting:	January 2, 2025
Planning & Zoning Board Meeting:	December 11, 2024
City Council Work Session:	January 6, 2025
City Council Meeting:	N/A

The applicant, U.S. Home, LLC (aka Lennar), is proposing a master planned residential development located west of CSAH 54 (20th Ave N) across from Watermark, east of Peltier Lake, and north of the City of Centerville border. The development contains four (4) parcels totaling approximately 125 gross acres and 262 housing units. The proposed development is called Peltier Ponds.

The Land Use Application is for the following:

- PUD Concept Plan/Concept Plan (“concept plan”)

Future land use applications may include:

- Rezone property from R, Rural to PUD, Planned Unit Development
- PUD Preliminary Plan/Preliminary Plat
- PUD Final Plan/Final Plat

This staff report is based on the following submittals:

- Applicant Narrative prepared by Lennar received on November 12, 2024

- Peltier Ponds PUD Concept Plans and Plan Sheets prepared by James R. Hill, Inc. dated November 8, 2024
- Geotechnical Evaluation Report prepared by Bruan Intertec dated October 1, 2024
- Phase I Environmental Site Assessment prepared by Bruan Intertec dated August 14, 2024
- Rare Plant Survey Report prepared by Midwest Natural Resources dated October 21, 2024
- Resource Inventory Report prepared by James R. Hill, Inc.
- Traffic Impact Study prepared by Traffic Impact Group, Inc. dated October 11, 2024
- Wetland Delineation Report prepared by Kjolhaug Environmental Services Company, Inc. dated June 13, 2022

ANALYSIS

Current Proposal

Peltier Ponds will consist of single-family homes and townhomes with a similar variety to those built in Watermark. The total number of housing units is 262. See the attached applicant's narrative for a detailed description of the development.

Housing Products

	CMA back-to-back townhome	CMS row townhome	55-foot single-family lots	65-foot single-family lots	80-foot single-family lots	
Bedrooms	3	3	2 to 4	3 to 5	3 to 5	
Home Sq Ft	1770-1800	1800-1900	942-2400	1920-3876	1920-3876	
Garage Stalls	2	2	2 to 3	3	3 to 4	
Garage Sq Ft	405	379-388	396-744	634-731	634-951	
Price Range	TBD	TBD	TBD	TBD	TBD	
Unit Count	74	39	75	49	25	262

The residential development transitions from larger 90ft wide single family lots near Peltier Lake and to 80ft wide lots near Rehbein's Peltier View platted neighborhood on the north to 65ft, 55ft, and townhomes adjacent to CSAH 54 (20th Ave N.).

Land Use and Open Space

The attached Land Use Plan details the proposed land uses and acres. The following table includes those land uses, acres and %.

Land Use	Acres	%
Townhomes	2.9	2.3%
Single Family 80ft	9.6	7.7%
Single Family 65ft	11.3	9.0%
Single Family 55ft	14.4	11.5%
Private Drive	3.2	2.6%
Public Road Right-of-Way	19.2	15.4%
Private Open Space	6.0	4.8%
Public Open Space	21.0	16.8%
Public Park	11.5	9.2%
Stormwater Ponds	11.2	9.0%
Wetlands	14.7	11.8%
TOTAL	125.0	100.0%

An 11 acre public park, trails, sidewalks, open space and stormwater ponds are included throughout the development creating a multi-functional greenway corridor. Public open space (public open space + public park + stormwater ponds + wetlands) is 58.4 acres or 46.7% of the entire development. Private open space is 6.0 acres or 4.8% of the townhome development.

Staff Comments:

1. The 90ft wide lots shall be added to all plan sheet data as another land use and house type product.

Existing Conditions

Per the Wetland Delineation Report, the site consists primarily of row crop land with scattered farmed wetlands. A single-family home and outbuildings are located along the west central border. Wooded areas with wetlands/drainageways are in the southwest and southeast portions of the site. Topography on the site varies with high elevations at ~910 to 912 ft MSL and low elevations at ~902-904 ft MSL.

A 70ft wide transmission line runs north-south through the site. A 50ft wide drainage & utility easement and stormwater pipe runs west-east through the site. Approximately the west quarter of the development is in the Shoreland Management Overlay District of Peltier Lake.

Surrounding Zoning and Land Use

Direction	Zoning	Current Land Use	2040 Future Land Use
North	R, Rural	Rural Residential	Urban Reserve
South	R, Rural and City of Centerville	Rural Residential and single family dwellings	Medium Density and City of Centerville
East	PUD (Watermark Development)	Residential	Low Density Mixed
West	Peltier Lake	Peltier Lake	Peltier Lake

Comprehensive Plan

Land Use

The 125 acre site has three (3) land use designations per the City's 2040 Comprehensive Plan: low density, medium density, and high density. The areas are not intended to be strict land use and density boundaries but should be considered somewhat flexible to accommodate development. Met Council will require a formal comprehensive plan amendment to adjust the land use boundaries.

Per the 2040 Comprehensive Plan, the site is in Planning District 3. The Comprehensive Plan states:

- Land Use
 - Much of District 3 was included in the I-35E Corridor Alternative Urban Areawide Review (AUAR) completed in 2005.
 - All development within the AUAR study area must comply with the mitigation plan that forms a part of the AUAR.

Staff Comments:

1. If the project moves forward, the applicant shall show compliance with the AUAR mitigation plan.
2. Met Council will require a formal comprehensive plan amendment to adjust the land use boundaries.

Density

The following chart is a preliminary summary of the site's general housing unit range and density using Met Council's density formula:

Land Use	Gross Area Acres	Wetlands & Buffers	Public Park & Open Space	Arterial ROW	Other Easements (Transmission)	Net Area	Density Range		Units	
							Low	High	Low	High
Low Density Residential	40.68	2.60	4.46	1.14	1.06	31.42	1.6	3.0	50	94
Medium Density	44.33	2.65	8.80	1.14	1.06	30.68	4.0	6.0	123	184
High Density	40.01	16.69	12.12	2.28	1.00	7.92	6.0	8.0	48	63
	125.02	21.94	25.38	4.56	3.12	70.02			221	342

The preliminary range of allowed housing units for the entire site is 221 to 342. The proposed 262 housing units meets the allowed the density range. The development's overall net density is 3.74 units per acre.

Growth Management Strategy

Page 3-17 of the 2040 Comprehensive Plan details the City's Growth Management Strategy. The strategy works in conjunction with the City's utility staging plan.

The City will plan to accommodate an annual average of 230 units per year over each 5-year phasing period not to exceed 345 units in any one year. From 2010 to 2023, the City's average annual number of units is 118. This is less the allowed 230 unit annual allocation.

With existing projects underway the project may need to be phased over multiple years to meeting growth management requirements.

Current 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
Utility Staging Area	Stage 1A (2018-2025) Stage 1B (2025-2030)

Rezoning

The property is currently zoned R, Rural. The R, Rural zoning is a holding district until municipal water and sanitary sewer are available to the site and the property owner is interested in having the property developed. The property would need to be rezoned to PUD, Planned Unit Development to allow for zoning and shoreland district flexibility.

PUD Land Use and Conventional Zoning District & Shoreland Guidelines

City Code Section 1007.024 details the PUD, Planned Unit Development requirements. The purpose of the PUD is to provide a zoning district that grants flexibility from certain conventional zoning regulations in order to achieve public benefits that may not otherwise be obtained under standard zoning regulations. These public benefits are detailed in City Code Section 1007.024(2) and discussed later in this report.

City Code Section 1007.024(4) details the PUD Land Use and correlating conventional zoning district standards. These conventional zoning district standards serve as guidelines but may be departed from to accomplish public value purposes.

A summary of PUD public benefit vs PUD flexibility is provided at the end of this staff report.

Conventional Zoning District Guidelines and PUD Flexibility

Lot Width and Lot Sizes

The attached PUD Land Use and Conventional Zoning District Guidelines Chart details the PUD Land Use and correlating conventional residential zoning district requirements. The chart also compares the proposed development to these guidelines.

The development proposes R-1X, Single Family Executive (90ft), R-1, Single Family (80ft) and R-2, Two Family single family lots (65ft) and 55ft wide lots. It also proposes R-3, Medium Density and R-4, High Density townhomes.

PUD flexibility is required for the 55ft wide single family lots and high density townhome base lots.

Staff Comments:

1. 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 minimum lot areas shall also consist of buildable land exclusive of oversized easements or buffers.
2. Staff suggests the 55ft wide lots be at least 130ft deep. This would be consistent with Watermark.

Setbacks

The following charts compare the conventional City ordinance requirements to the proposed setbacks.

Residential Single Family	City Ordinance Requirement	Proposed Setbacks	PUD Flexibility Required?
Street ROW	R-1X & R-1 = 30 ft R-2 = 25 ft	30 ft 25 ft	No
Rear Lot Line	R-1X & R-1 = 30 ft R-2 = 25 ft	30 ft 25 ft	No
Side Lot Line	R-1X, R-1 & R-2 = 5 ft garage/ 10 ft house	80ft: 10ft and 10ft 55-65ft: 7.5 ft and 7.5 ft	Yes

Townhomes	City Ordinance Requirement	Proposed Setbacks	PUD Flexibility Required?
Public Street (from lot line)	R3 = 30 ft R4 = 30 ft	30ft 30ft	No
Private Street (from back of curb)	R3 = 25 ft R4 = 25 ft	25 ft 25 ft	No
Rear Lot Line	R3 = 30 ft R4 = 30 ft	30 ft 30 ft	No
Side Lot Line	R3 = 10 ft R4 = 20 ft	10 ft 10 ft	Yes

PUD flexibility is required for side lot line setbacks.

Staff Comments:

- Townhome deck/patio minimum setbacks:
 - Main Entrance Public Street: 25ft
 - CSAH 54 (20th Ave N): 40ft
 - Other Public Streets: 20ft
 - Main North-South Private Street: 20ft
 - Individual West-East Private Streets: 15ft
 - Side and Rear: 15ft
- Townhome driveway lengths onto private driveways shall be a minimum 25ft.
- A minimum 20-foot wide buffer in compliance with §1007.049 shall be required along CSAH 54 (20th Ave N).
- City Code Section 1007.024(6) further details Urban Residential Planned Unit Development requirements regarding municipal water and sanitary sewer services, density, open space, neighborhood performance standards and yards. The applicant shall demonstrate these requirements are met.

Shoreland Management Overlay

A portion of the development is within the Shoreland Management Overlay District of Pelter Lake which is classified as a natural environment lake. Within the shoreland district, land is guided both low density and medium density. Single family dwellings are allowed in the shoreland district. These lots are non-riparian because they do not directly abut the lake due to Peltier Lake Drive and a strip of land owned by the Board of Water Commission-St. Paul. The townhomes are not in the shoreland district and therefore are not subject to shoreland PUD requirements.

Lot Width and Lot Sizes

The attached PUD Land Use and Shoreland Regulation Chart that summarizes lot width, lot depth and lot sizes requirements. The shoreland ordinance allows for a minimum 80ft wide single family lots, two-family/duplex and triplex/quad/townhomes. The development proposes single family dwellings and townhomes; however, some of the single family lots are 65ft wide x 125ft deep. The two-family/duplex requirements are a minimum lot size of 8,775 sf and 130ft lot width. This would equate to a single family lot 65ft wide x 135ft deep.

Staff Comments:

1. Staff supports PUD flexibility for the 65ft wide single family lots as long as the lot depth is 135ft and shoreland lot size requirements are met.
2. The shoreland district boundary line shall be added to all plan sheets.
3. Impervious surface coverage of lots in the shoreland district shall not exceed 30%.

Setbacks

The setback from the OHWL 884.7 EL is 150ft. This setback would only be applicable to the three (3) lots near Peltier Lake.

Staff Comment:

1. The 884.7EL OHWL shall be shown on future plan sets.

Building Design Standards and Other Performance Standards

Building and architectural design standard review is not required at concept plan level. City Code Section 1007.043 details minimum residential building design standard requirements. The conventional residential zoning districts also provide additional requirements.

Staff Comments:

1. The end townhome units (1R and 5R) abutting the public street shall incorporate higher architectural standards similar to the Watermark townhomes along 21st Ave N.

2. Performance standards (architecture, parking spaces, lighting, landscaping, etc.) will be fully evaluated in with the complete submittal of PUD Preliminary Plan/Preliminary Plat.
3. Higher architectural standards may be required for PUD flexibility.

Subdivision Ordinance

Blocks and Lots

The proposed development provides a mix of residential lots and blocks. Outlots would contain wetlands, buffers, stormwater ponds etc.

Staff Comments:

1. The property owner's house at 7566 Peltier Lake Drive shall be incorporated into the plat.
2. Driveway access to 7566 Peltier Lake Drive (applicant) and 7542 Peltier Lake Drive (adjacent property) shall be redesigned and redirected to the new streets.
 - a. The applicant and/or property owner shall communicate with 7542 Peltier Lake Drive.
3. The section of Peltier Lake Drive adjacent to Lot 1, Block 2 shall be removed and a trail constructed.
4. A ghost plat shall be submitted as part of the preliminary plat process incorporating the two Exception lots and the property to the south.
5. The lots in Block 3 shall be reconfigured to eliminate the double frontage lots.
6. Irregular shaped lots such as Lot 10, Block 3 shall be reconfigured.
7. Lots shall not contain wetlands, buffers, or stormwater ponds.
 - a. Block 4 shall be revised.

Streets and Alleys

CSAH 54 (20th Ave N) is an A-Minor Arterial Reliever road. Seventy-five (75) feet of road right-of-way is being dedicated along CSAH 54. Internal streets consist of local streets and private streets intended to serve the site. Sidewalks are provided along the streets.

Peltier Lake Drive will be relocated to the east and serve as the north-south street connection. The public right-of-way will remain and a trail installed to provide public enjoyment of the lake amenity.

An emergency access at the north end of the townhome private street to CSAH 54 is proposed. Anoka County Highway Department and the City Engineer generally support the access.

Staff Comments:

1. Peltier Lake Drive shall be temporarily connected to the street at 7482 Peltier Lake Drive. Future development of that property will require the street to be relocated east.
2. Private streets shall be a minimum of 26 ft wide back to back.
3. Townhome driveway lengths shall be a minimum 25ft.
4. Townhome driveways shall not ingress/egress directly onto the local public street.
 - a. The townhomes in the high density area will need to be redesigned.
5. Sidewalk shall be installed on both sides on the main east-west street.
6. The traffic study shall evaluate the need for a roundabout or traffic signal at CSAH 54 and Watermark Way.
7. Driveway access onto main street for Lots 1-3, Block 10 and Lots 13-15, Block 12 shall be re-evaluated.
8. A noise study shall be required.

Easements

Staff Comments:

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

Stormwater Management and Erosion and Sediment Control

The concept plan shows ten (10) stormwater ponds throughout the development. They are part of the multi-purpose greenway corridor incorporating trails, stormwater management, floodplain, ditches, and open space.

Public Utilities

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

The site is in Sanitary Sewer District 3 (Sub-district 3H). Flow from these areas, including that from Centerville, is collected along East Cedar Street and conveyed east to MCES Meter M220 and Gravity Interceptor 802325.

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

Per the City Engineer's Memo, the City's water supply system well firm capacity is currently constrained by poor water quality in some wells, the White Bear Lake court orders and ongoing litigation, and annual variability in water use due to drought and other factors. Based on the

water supply capacity and well trigger analysis completed in April 2024, the city may need to add an additional well to accommodate this development or the development may be deemed premature. The City is currently working through this process with MNDNR.

The site provides opportunity to implement a stormwater reuse system for irrigation purposes. The system should be evaluated and implemented to the extent feasible to offset the use of municipal water for irrigation.

Staff Comments:

1. The water supply issue needs to be addressed prior to PUD Preliminary Plan/Preliminary Plat submittal.

Yield Plan

As required per City Code Section 1001.026(4), the applicant submitted the attached yield plan. The yield plan shows the maximum number of dwelling units that would be permitted given the minimum lot size and lot widths for conventional subdivisions and other requirements of the Lino Lakes Zoning and Subdivision Chapters.

The submitted yield plan indicates single family lots and townhomes totaling of 504 housing units; however, the plan does not accurately reflect allowed shoreland lot sizes and shall be revised.

The proposed concept plan is 262 housing units.

Phasing Plan

The phasing plan indicates four (4) phases of development.

Staff Comment:

1. The timing of park dedication and park and trail construction shall be further evaluated.

Traffic Study

Although a traffic study is not required at the time of concept plan review, one was submitted. The study states the intersections are projected to operate acceptably. A northbound left turn lane is required.

Staff Comments:

1. The traffic study will be fully evaluated upon submission of the preliminary plat.

2. Anoka County requires the traffic study to analyze roundabout or traffic signal warrants at CSAH 54 and Watermark Way.

Parks, Greenways and Trail Plan

The Park Board will review the concept plan in January 2025.

Figure 10-2 of the 2024 Comprehensive Plan identifies the need for a future Neighborhood Park Area F centrally located within the service area. The proposed development includes an 11.5 acre public park and trails.

Staff Comments:

1. Only land that is reasonably suitable for park use and location shall be credited for parkland dedication.
2. Within the public park, the land north of the trail and near the NSP easement will be dedicated to the City but park dedication will not be credited.
3. The trail near the townhomes 22R-25R and 21R-18R shall be moved over the stormwater pipe easement.
4. A trail shall be constructed along CSAH 54 (20th Ave N.).
5. Additional trails south of the wetland shall be considered.
6. Trail corridors should be a minimum 30-40 feet in width above the high water level.
 - a. Block 11 shall be re-evaluated.

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.

Staff Comments:

1. A landscaping screen and minimum 20ft wide buffer will be required along the CSAH 54 (20th Ave N).
2. A noise study will be required with the PUD Preliminary Plan/Preliminary Plat.
3. Berm and/or any noise mitigation requirements shall be measured from side or rear yard ground elevations to top of berm or fence.
4. Additional landscaping and buffer are required along the north lot line between the trail and townhome private drive.

EQB Environmental Review

The development is in the I-35E Corridor Alternative Urban Areawide Review (AUAR) which was completed in 2005 and subsequently updated. All development within the study area must comply with the AUAR mitigation plan.

Staff Comment:

1. The applicant shall show compliance with the AUAR mitigation plan.

Wetlands

There are nineteen (19) wetlands indicated on the proposed project site. A majority of the wetlands (13) are shown within the currently farmed area of the parcel. These wetlands are considered degraded and have a lower biological value. Any wetlands that are impacted will need to meet mitigation requirements. Larger wetlands on the south side are within the RCWD wetland management corridor and will require a 50' buffer.

Floodplain

The 2015 FEMA Floodplain Map indicates Zone A flood plain over the large wetland on the south side of the site. It does not appear there are any floodplain impacts. Any floodplain impacts are subject to City requirements per City Code Chapter 1103.

Staff Comments:

1. A Base Flood Elevation is required to be determined, using detailed methods acceptable by the Federal Emergency Management Agency (FEMA).
2. A FEMA CLOMR and LOMR may be required for development if there are floodplain impacts.

Additional City and Government Agency Review Comments

Anoka County

Anoka County Highway Department comments are provided in the attached memo.

City of Centerville

The City of Centerville provided the following comments:

1. A trail should be considered along the west side of 20th Avenue between the southern border of Lino Lakes and the entrance road to the development.
2. The east-west road through the high density townhome area should be designed to handle traffic from the future development area directly to the west.
3. Further information on the uses proposed for the lakeside park should be provided.

4. It is assumed that Gordon Ave. North will connect to Mill Road, through the undeveloped area, at some point in the future. A trail connection through that area should be planned as well. It should be clarified what happens to Peltier Lake Drive in the interim (i.e. will it be dead ended?).

School District

Centennial ISD#12 did not provide comments.

Lino Lakes Public Safety

Police Division had no comments.

Fire Division notes the need for temporary cul de sacs on future street extensions and a future north-south street connection from Gordon Avenue to Peltier Lake Drive/Old Mill Road.

Fire Division also has concerns regarding emergency access drive onto CSAH 54 and future staff not knowing the emergency access exists. They suggest a right in/right out turn lane at this access. These concerns shall be addressed prior to preliminary plat submittal.

City Engineer

City Engineer comments are provided in the attached memo.

Environmental Board

Environmental Board comments are provided in the attached memo.

Park Board

The Park Board will review the concept plan in January 2025.

Planning and Zoning Board

The Planning & Zoning Board reviewed the concept plan on December 11, 2024. Comments include:

- Overall general support for the concept plan
- Relocating Peltier Lake Drive to the east and creating trail corridor adjacent to lake supported
- Side setbacks of 7.5ft supported
- Yield plan needs to meet density requirements and show realistic amount of stormwater management

- Street and trail connections to Salo property important
- Garage sizes were discussed but no consensus
- Life cycle housing is good
- Water supply needs to be addressed
- Lot depth flexibility provides more open space
- Anti-monotony plan for housing types and styles important
- Higher architecture on townhome end units important
- Provide more separation between townhomes and 20th Avenue
- Traffic study to analyze access onto 20th Avenue

PUD Preliminary Plan/Preliminary Plat

The City's review and comments on the concept plan's relation to the 2040 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 Preliminary Plan/Preliminary Plat shall be required. If required by the City Council, the developer shall have a neighborhood meeting prior to submittal of a PUD Preliminary Plan/Preliminary Plat.

PUD Public Benefit vs PUD Flexibility Summary

Per City Code Section 1007.024:

- (2) The PUD, by allowing deviation from the strict provisions of this ordinance related to setbacks, heights, lot area, width and depths, yards, etc., may be considered by the City when it would result in one or more of the following public benefits:
 - (a) Implementation of a master plan consistent with the Planning District objectives of the Comprehensive Plan.

A master plan for this area is not required per the 2040 Comprehensive Plan-Planning District 3.

- (b) Preservation and enhancement of desirable site characteristics such as wildlife habitat, unique natural resources, existing vegetation, natural topography, geologic features and reduction of negative impacts on the environment.

The site is within the shoreland district of Peltier Lake and adjacent to a large wetland complex. The development transitions from larger single family lots near Peltier Lake to townhomes near the arterial road.

The large wetland will be preserved and enhanced into a multi-purpose greenway corridor and storm water management system. The corridor will also be protected by a vegetative buffer that provides additional protection to the natural resources.

The site provides opportunity to implement a stormwater reuse system for irrigation purposes. The system should be evaluated and implemented to the extent feasible to offset the use of municipal water for irrigation.

- (c) Creative use of land and related physical development which allows a phased and orderly transition of varying land uses in close proximity to each other.

The development transitions from larger single family lots near Peltier Lake to townhomes near the arterial road.

- (d) Efficient use of land resulting in smaller networks of utilities and streets thereby lowering development costs and public investments.

Private streets result in efficient, smaller networks of utilities and streets. This lowers development costs and public investments.

- (e) Mix of land use types.

The development proposes a mix of residential housing types within low, medium and high density land uses.

- (f) Provision of a housing type or target housing price that is desirable to the City.

The development proposes a mix of residential housing types consisting of townhomes and varying single family lot sizes. This variety in housing types supports life-cycle housing that is desirable to the City.

- (g) Other public benefits and values as recognized in the City's Comprehensive Plan.

Per the 2040 Comprehensive Plan, page 3-3 of the Land Use Plan: Goal 1, Policy e. details the following additional public values that may be achieved in the Peltier Ponds concept plan:

- Preserving open space, providing park dedication and trails, and/or providing stormwater management areas, in excess of minimum standards to implement the Greenway System
- Using "Green" building and low impact development techniques
- Restoring/enhancing ecological systems
- Managing stormwater using natural filtration and other ecologically based approaches
- Providing life-cycle and affordable housing

- Providing infrastructure that benefits community beyond the project site that would otherwise not be financially feasible

Summary

Public Benefit Gained:

1. Variety of housing types and lot sizes from larger single family lots to townhomes.
2. Multi-functional greenway corridor and storm water management system.
3. Greater preservation and protection of lake and wetland natural resources.
4. Transition from low intense residential development near natural resource/lake to higher intense development near arterial roads.
5. Efficient use of land and private streets resulting in smaller network of utilities and streets.
6. Life-cycle housing.
7. Creation of open space that is accessible to the public.
8. Creation of trail corridor along Peltier Lake that is accessible to the public.
9. More parkland dedication fees available for park development.
10. Wider landscape buffers and trail corridors.
11. Detached 65ft wide single family lots vs. two family lots in the shoreland district.
12. Increased side yard setbacks from 5ft to 10ft on 80ft and 90ft wide lots.

Flexibility Provided:

1. 55ft wide single family lots vs 60ft wide single family lots.
2. Townhome base lot size 16,620sf vs. 20,000sf.
3. Detached 65ft wide single family lots vs. two family lots in the shoreland district.
4. Decreased side yard setbacks from 10ft to 7.5ft for 55ft and 65ft wide single family lots.
5. Decreased side yard setbacks from 20ft to 10ft on townhomes in high density land use area.

REQUESTED COUNCIL DIRECTION

Staff is requesting feedback from the City Council:

1. Are there other Benefits Gained or Flexibility Provided?
2. Should the applicant provide additional public benefits to be considered for PUD zoning?
 - a. Examples could be more open space, enhanced greenway corridor, wetland restoration, additional wetland buffers, higher architectural & building standards, additional landscaping etc.
3. Should the applicant hold a neighborhood meeting prior to PUD Preliminary Plan/Preliminary Plat submittal?

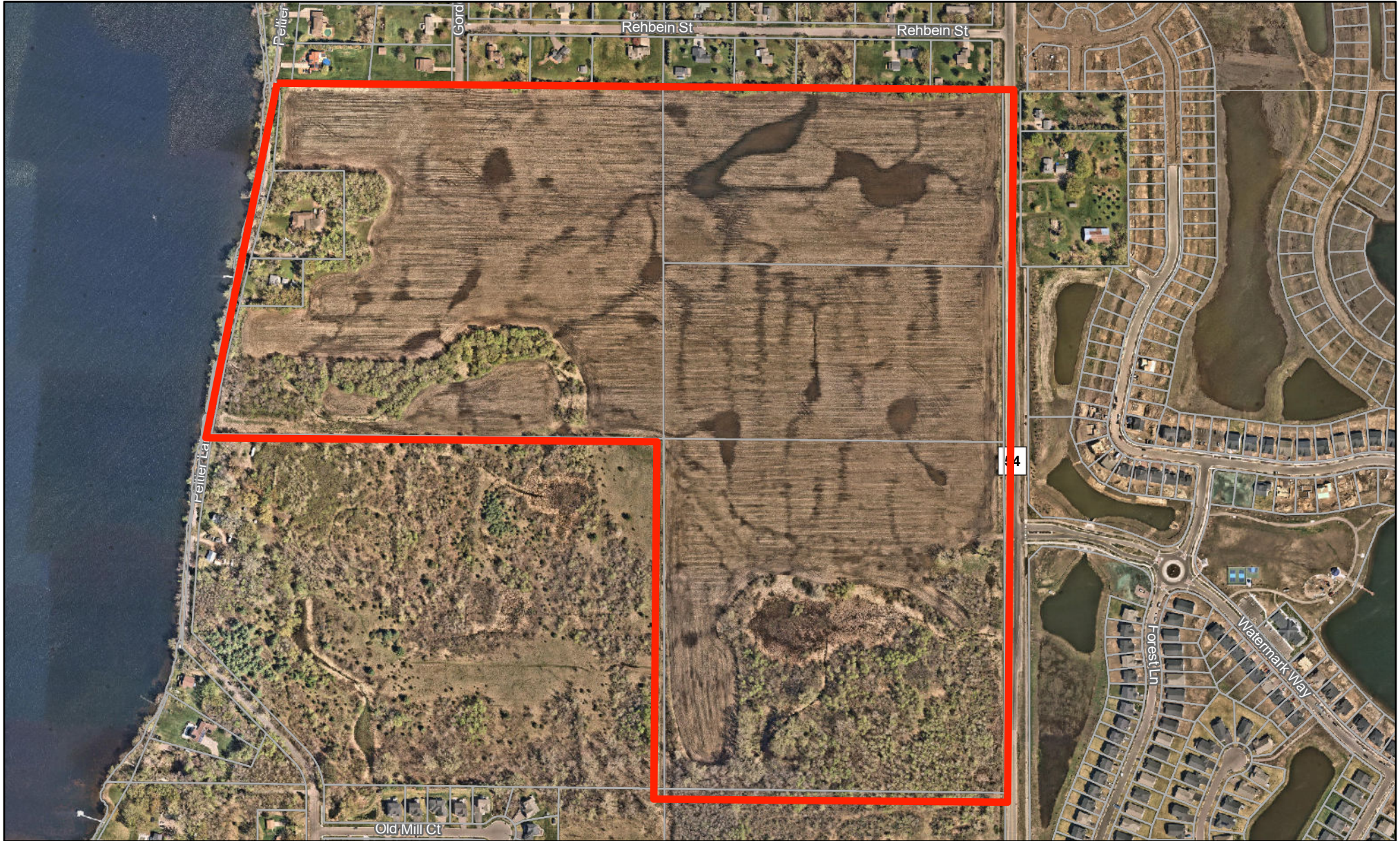
Additional Staff Comments:

1. A PUD Design Guidelines Booklet shall be drafted detailing the entire development's regulations such as building and parking setbacks, architectural standards, building heights, landscaping, signage, etc.
2. A Homeowner's Association (HOA) will own and maintain the outlots containing public and private open space, private streets, storm ponds, landscaping, etc.
3. The City will maintain the public park, public street, trails, and stormwater ponds.
4. All plan sheets:
 - a. Show shoreland district boundary.
 - b. Revise Existing Zoning to R, Rural.
5. Aerial Photo Plan Sheet:
 - a. Re-title Aerial Photo Concept Exhibit.
 - b. Show proposed trails.
6. Concept Plan:
 - a. Re-title Concept Plan-Density.
 - b. Create a legend labeling red line = trail and green line = sidewalk.
 - c. The density chart shall be consistent on all plan sheets. It is different on the two concept plan sheets.
7. Concept Plan:
 - a. Re-title Concept Plan-Site Plan.
 - b. Create a Single Family – 90' category.
 - c. Add corresponding color legend to the data.
 - d. Delete comment (*Front and Rear Stoops/Cantilever Portions/Decks/Patios of Building Are Allowed Exceptions into Setback).
 - e. Add comment from page 8 regarding townhome patio setbacks.
 - f. Add townhome rear setbacks.
8. Land Use Plan:
 - a. Re-title Concept Plan-Land Use Plan.
9. Concept Plan:
 - a. Re-title Concept Plan-Phasing Plan.
 - b. Delete density chart.
10. Yield Plan:
 - a. Re-title Concept Plan-Yield Plan
 - b. Colors shall match City's land use colors.
 - c. Shoreland lot sizes shall meet shoreland ordinance requirements.
 - d. Side yard setbacks (garage) shall be revised to 5ft.
 - e. Stormwater management shall be shown.
 - f. The total number of units shall be shown.
 - g. No lots abut the lake. The data chart shall be revised.

ATTACHMENTS

1. Site Location & Aerial Map

2. Applicant's Narrative
3. Peltier Ponds PUD Concept Plan Set
4. PUD Land Use and Conventional Zoning District Guidelines Chart
5. PUD Land Use and Shoreland Regulations Chart
6. City Engineer Memo dated September 5, 2024
7. Environmental Memo dated November 26, 2024
8. Anoka County Letter dated December 3, 2024



 Parcels

1 in = 500 Ft



NARRATIVE: Peltier Ponds - Single-Family & Townhome Residential Community

U.S. Home, LLC, dba Lennar, is pleased to submit this request for Sketch Plat Review for a proposed single-family and townhome community composed of 262 homes.

Existing Conditions

The subject property is located on the west side of 20th Ave N (CSAH 54) just across from Watermark, east of Peltier Lake Drive, and north of the Centerville city border. The site is 125.02 gross acres (79.21 net developable acres) in size and is currently farmed agricultural land with wetlands and pockets of wooded upland and lowland. The site is currently guided Low Density Residential, Medium Density Residential, and High Density Residential. Nineteen wetlands have been delineated on the site totaling 15.66 acres in size.

Guided Land Uses and (current use of land) surrounding the subject property include:

- North – Guided Urban Reserve (single-family residential – Rehbein’s Peltier View);
- West – Guided Low Density Residential, Medium Density Residential, and Open Water (two single-family homesteads and Peltier Lake);
- Southwest – Guided Medium Density Residential (50-acre single-family homestead)
- South – City of Centerville (single-family residential and open space);
- East – Guided Low Density Mixed Residential (20th Ave N & Watermark).

Description of Requests

Lennar is requesting Sketch Plat Review of the proposed single family and townhome community named Peltier Ponds. Eventually we will request a rezoning of the subject property from Rural to PUD to align with the guided Land Use of the property and will be submitting a Preliminary Plat application upon completion of the Sketch Plat process.

Proposed Homes and Architecture

Peltier Ponds will consist of single-family homes and townhomes with a similar variety to those built in Watermark.

	CMA back-to-back townhome	CMS row townhome	55-foot single-family lots	65-foot single-family lots	80-foot single-family lots	
Bedrooms	3	3	2 to 4	3 to 5	3 to 5	
Home Sq Ft	1770-1800	1800-1900	942-2400	1920-3876	1920-3876	
Garage Stalls	2	2	2 to 3	3	3 to 4	
Garage Sq Ft	405	379-388	396-744	634-731	634-951	
Price Range	TBD	TBD	TBD	TBD	TBD	
Unit Count	74	39	75	49	25	262

Infrastructure

Peltier Ponds is located adjacent to existing residential developments. As a result, infrastructure is readily available for extension to serve this development.

Access for the new neighborhood will be provided through the westward extension of Watermark Way and a southward extension of Gordon Ave. Access will also be provided from Peltier Lake Drive on the north, however, from this point Peltier Lake Drive will be moved away from the lake and redirected internally into the new neighborhood. The existing Peltier Lake Drive will be abandoned and possibly turned into a trail in the future.

The single-family homes and all but four of the row townhomes will be served by public streets with a curb-to-curb street width of 32 feet. The back-to-back townhomes will all be served by private streets.

Public Park, Open Space, Trails, and Sidewalks

Lennar is proposing the dedication of 11.14 acres of land in the central and west portions of the site intended for a City park. Approximately 7.7 acres of the site is being preserved in open space. When including the park, ponding areas, and wetlands 58.3 acres will be open space which constitutes 47% of the site. We intend to include a series of trails within the community, final locations and alignment will be determined as we move further along with grading and stormwater design, but at this point there are 1.08 miles of trails proposed. Sidewalks will be constructed on one side of each public street. The public park areas will be deeded to the City and trails within the park will be maintained by the City. Common open spaces will likely be owned by the HOA and trails outside of park maintained by the HOA.

Trees and Landscape Buffers

Given the long-term agricultural use of the property, and large presence of wetlands, much of the site is void of trees. There are, however, a few large clusters of trees in the southern wetlands, along the north property line, near the homesteads by the lake, and around the creek in the center of the site where the park is proposed to be located. There was a total of 2,190 trees were inventoried. As with most new residential developments Lennar is proposing the removal of 318 trees from the site, which means roughly 85.5% will be preserved. Lennar will be planting trees in accordance with City Code requirements.

Comprehensive Plan Land Use Goals

The Lino Lakes Comprehensive Plan guides the subject properties Low Density Residential, Medium Density Residential, and High Density Residential. This is a complicated site to design to meet density requirements given the scattered location of wetlands and the need to provide ponding, but PUD zoning would provide the flexibility to offer the proposed mix of townhomes and three base lot width standards for the single-family homes to achieve the density required by the Comp Plan. The proposed plan meets density requirements in the Low Density area but is below minimum density in the Medium Density area and High Density areas. However, as the tables below demonstrate, the overall minimum density range needed (3.0 units/acre) can be reached when combining Low, Medium, and High Density calculations together. This, along with 18.84 acres being preserved in park/open space, the preservation of wetlands and trees, and the creation of a public park, the proposed concept plan aligns with goals outlined in the Lino Lakes 2040 Comprehensive Plan.

Leibel Property				
Use	Net Acres	Density Unit Range	Proposed Units	Density
LDR (1.6 - 3.0 units/acre)	35.69	58 - 108	99	2.77 units/acre (within density requirements)
MDR (4.0 - 6.0 units/acre)	28.53	114 - 172	112	3.93 units/acre (below minimum density required)
HDR (6.0 - 8.0 units/acre)	15.00	90 - 120	51	3.40 units/acre (below density requirements)
	79.21	222 - 344	262	3.31 units/acre

Goal 1: Create a unified vision and future for the city, promote a well-planned community, prevent fragmented development, address the impacts of development and redevelopment on natural resources, aesthetics and view corridors, and provide balanced land use and connectivity that ensures the integration of both sides of the regional park.

- Preserving open space, providing park dedication and trails, and/or providing stormwater management areas, in excess of minimum standards to implement the Greenway System and Rice Creek Watershed District's Lino Lakes Resource Management Plan.
- Restoring/enhancing ecological systems.
- Managing stormwater using natural filtration and other ecologically based approaches.
- Providing life-cycle and affordable housing.

Peltier Ponds will be preserving 18.84 acres of upland open space (58.3 acres of open space if ponding and wetland areas were included) which is 47% of the site. This plan proposes the dedication of a 11.14-acre park at the west side of the community near Peltier Lake. Of the 15.58 acres of wetland located on the site 14.55 acres will be preserved along with the creation of 6.35 acres of wetland buffers. Five of the wetlands (2.44 acres combined) on site are being restored from their current farmed agricultural state to revitalized wetlands. As mentioned, there will be nine (9) stormwater ponds constructed which will treat stormwater runoff prior to it entering the natural systems of wetlands, creeks, and lakes. By offering two types of townhomes and the various floorplans that can be built on 55-foot, 65-foot, and 80-foot wide lots Peltier Ponds will certainly provide Lino Lakes residents options for life-cycle housing.

Goal 3: Ensure housing development is compatible with existing and adjacent land uses and provides accessibility to key community features and natural amenities.

- Link trails to parks, lakes, and schools.
- Encourage pedestrian activity in residential areas by providing sidewalks and trails as well as connections to existing and future pedestrian or transit facilities.

We are working to define the final layout for trails, but the goal will be to provide connections between the Peltier Ponds park, Peltier Lake, and 20th Ave/Hwy 54 which would provide a connection to Watermark trails and Watermark Park. Sidewalks will also be provided on all public streets.

Goal 4: Maintain safe neighborhoods and community areas.

- Develop neighborhoods with mixed housing styles that promote diversity and attract all age groups.

The proposed mix of homes should attract buyers of all ages and demographics from young single first-time buyers, couples, families with children, empty-nesters, and retirees.

Goal 7: Sustain Lino Lakes' Natural Resources which make it such a desirable place to live.

- Protect and preserve the natural resources throughout the city.
- Continue to promote the use of Planned Unit Developments (PUD) as the city's preferred development process to implement the Greenway System.

Please see comments provided for Goal 1 and Goal 3 above. In addition, 1,872 trees will be preserved out of the 2,190 trees existing on site today. Many of which are located in the proposed park and open spaces.

Comprehensive Plan Parks, Open Space, and Trail Goals

Goal 1: Continue development and maintenance of an appropriate balance of active and passive recreational activities to serve the diverse needs of the community for people of all ages and abilities, including, where possible, neighborhood parks, larger multi-use community parks and the Rice Creek Chain of Lakes Park Reserve (Regional Park).

- Acquire, reserve, develop and maintain sufficient park and open space land to fulfill the identified and projected needs of the present and future populations.
- Continue, whenever possible, inclusion of neighborhood parks in future developments and planned redevelopments.
- Direct and manage activities in an appropriate manner by balancing the use of programming activities in the neighborhood parks.

As mentioned in the response for Land Use Goal 1, this plan proposes the dedication of an 11.14-acre park near the center and west area of the community.

Goal 2: Collaborate with Anoka County to guarantee and improve public access of the Rice Creek Chain of Lakes Park Reserve (Regional Park) waterways for recreational use and enjoyment of the community.

- Identify, develop and maintain new public access points to area lakes and waterways so that residents can enjoy these unique recreational opportunities.

There is an opportunity for the City to create and offer a new public access point to Peltier Lake at the western edge of the proposed park dedication area.

Goal 3: Develop, maintain and connect the current and proposed trails and greenway systems in the City of Lino Lakes and the Rice Creek Chain of Lakes Park Reserve (Regional Park) in a manner that preserves and sustains the natural environment.

- Preserve the open character of Lino Lakes through the preservation of natural open space and the establishment of greenway corridors.
- To the extent possible, require an interconnected trail system to be developed concurrently with the infrastructure of the subdivision or new development.

Please see comments provided for Land Use Goal 3 above.

Goal 4: Identify, protect and preserve the desirable natural areas and ecological and aquatic resources of the community.

- Where possible, restore damaged or misused natural and ecologically significant areas to their original state.
- Require natural space buffers, where appropriate, around wetlands to preserve their function and value.

Please see wetland comments provided for Land Use Goal 1 above.

Goal 5: To provide city residents with parks, trails, greenways and natural areas for protection of the natural environment, recreational uses, as visual/physical diversions from the hard surfacing of urban development, and as a means to maintain the character, ambiance, appearance and history of the community.

- The city shall reserve the right to acquire land within all development areas for park, natural open space, greenways and trail purposes.
- Parkland dedication policies and ordinances shall be used by the city to require each developer (of all land use categories) to dedicate land, or at the discretion of the city provide a payment in lieu for all or part, for parks, trails, greenways and open space acquisition and development.
- Alternatives to direct acquisition of property, such as conservation easements, shall be used where appropriate to set aside land for park and open space purposes.

Please see comments provided for Land Use Goal 1 and Goal 3 above. The proposed open spaces would be placed under conservation easements.

Goal 7: Identify important existing natural resources for protection and work cooperatively with developers and landowners to encourage healthy natural resource systems to retain the existing natural character of the community through education.

- Encourage the preservation of natural vegetation including plants of oak savannas, prairies, woodlands, wetlands and aquatic vegetation to be a design consideration for new subdivisions.

As mentioned above, this plan will restore and preserve 2.44 acres of wetlands, preserve trees, and create new open spaces for natural vegetation to grow.

Schedule

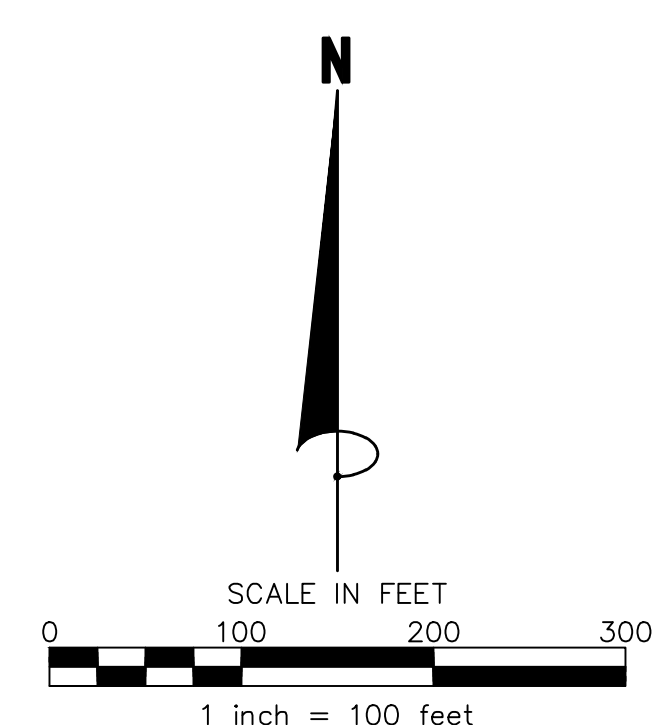
Land development work (grading) would begin in Spring 2025 with continued grading and utility/street construction getting started in Summer 2025. The overall project will likely be developed in four phases. Lennar estimates full occupancy of the community will occur approximately 5 years from the date sales begin.

Lennar has a long-standing history of building successful communities throughout the Twin Cities, including similar such as Watermark (Lino Lakes), North Meadows (Blaine), and Willowbrooke (Oakdale). We invite you to visit any of these communities and our website at lennar.com/new-homes/minnesota/minneapolis-st-paul. We look forward to this opportunity to continue working with the City of Lino Lakes and thank the City for its support.

Regards,

Josh Metzger
Land Entitlement Manager
Lennar Minnesota

PELTIER LAKE (2-4)
OHWL 884.7
FIRM BFE 888.0
FIS BFE 887.7



R - RURAL

EXISTING ZONING
R - RURAL

EXISTING ZONING
R - RURAL

EXISTING ZONING
R - RURAL

CITY OF LINO LAKES


R2 - SINGLE-FAMILY
RESIDENTIAL (CENTERVILLE)

CITY OF CENTERVILLE

R - RURAL

R - RURAL

PUD - ORD. 04-16
(WATERMARK DEVELOPMENT)



James R. Hill, Inc.
PLANNERS / ENGINEERS / SURVEYORS
2999 W. Cty. Rd. 42, Suite 100, Burnsville, MN 55306
PHONE: (952)890-6044 FAX: (952)890-6244

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.

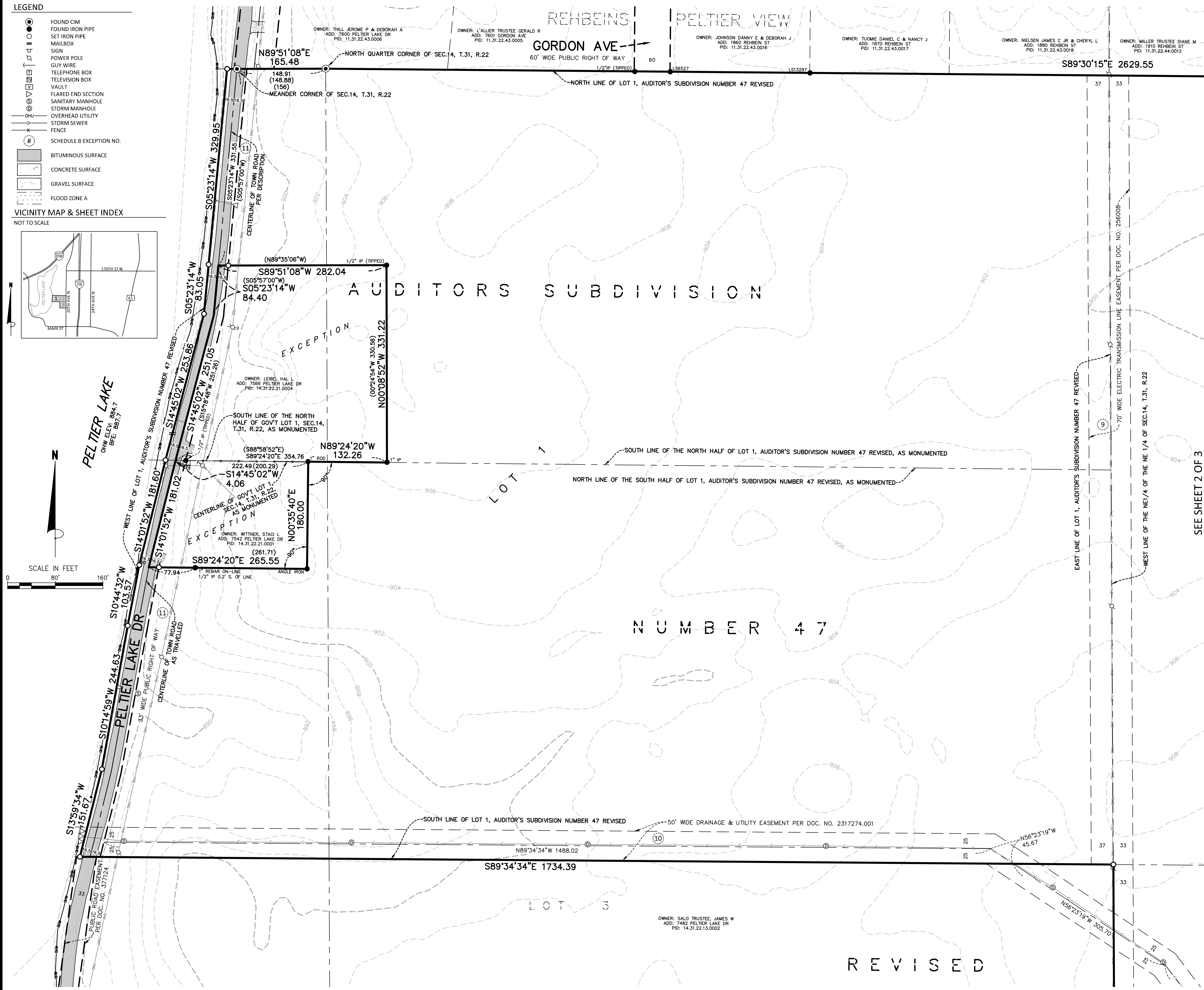
Date: _____ Reg. No. _____

PELTIER PONDS
LINO LAKES, MINNESOTA
2ND AERIAL PHOTO CONCEPT EXHIBIT
FOR
LENNAR

DEFINIAL
16355 35TH AVE N #100, PLYMOUTH, MN 55446

DRAWN BY	CTY
DATE	11/05/24
REVISIONS	

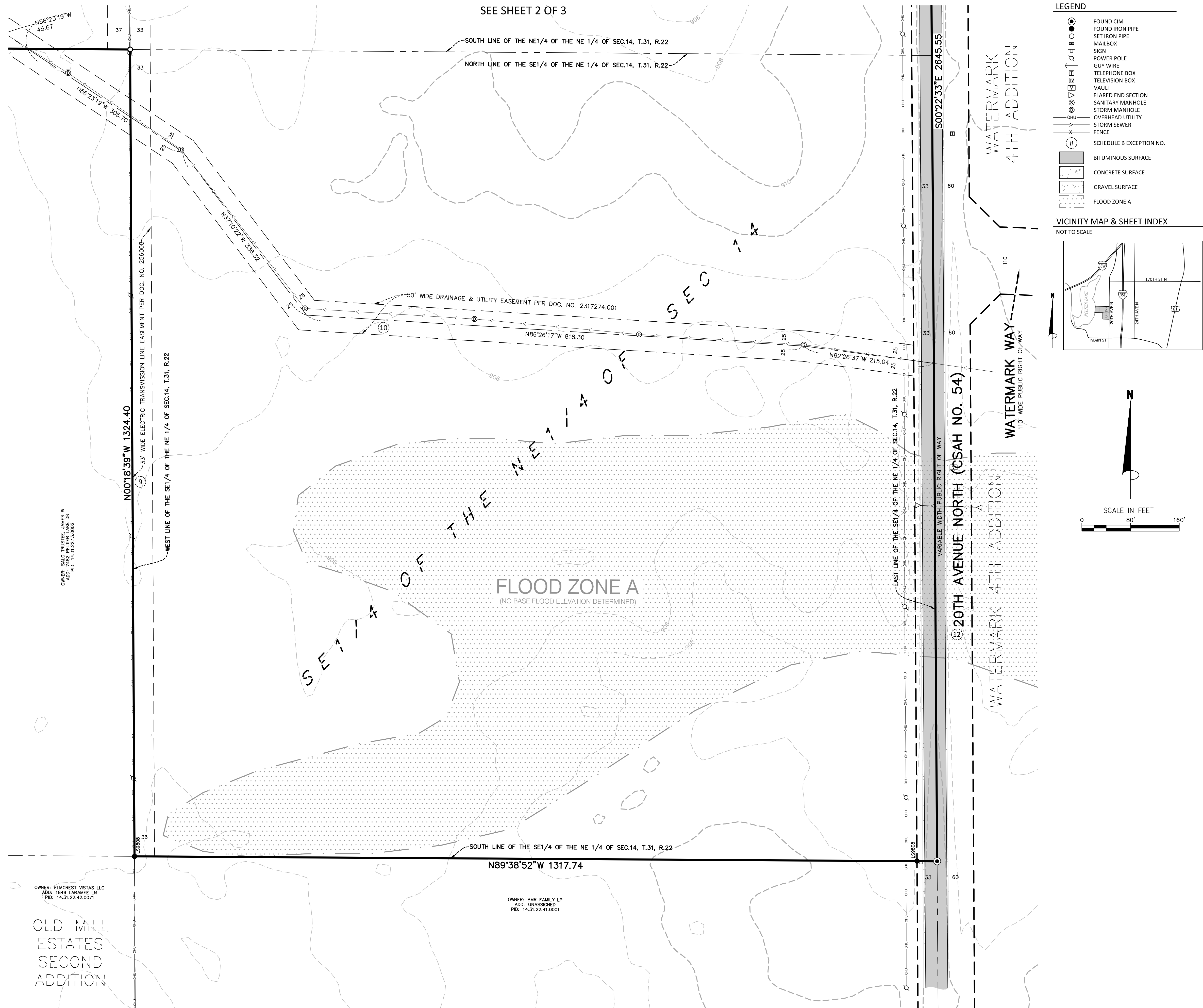
CAD FILE
24205CONCEPT
EXHIBITS.DWG
PROJECT NO.
24195
C6.3





SEE SHEET 3 OF 3

SHEET 2 OF 3



SURVEY NOTES

1. The bearing system is based on the Anoka County Coordinate System. The east line of Northeast Quarter of Section 14, Township 31, Range 22, is assumed to bear South 00 degrees 22 minutes 33 seconds East.

SURVEYED PROPERTY

Description per Title Commitment:

Parcel 1
The Northeast Quarter of the Northeast Quarter of Section 14, Township 31, Range 22, Anoka County, Minnesota.

AND

The North half of Lot 1, AUDITOR'S SUBDIVISION NUMBER 47 REVISED, Anoka County, Minnesota, EXCEPT the following described real property: That part of the North half of Government Lot 1, Section 14, Township 31, Range 22, Anoka County, Minnesota described as follows: Commencing at the North Quarter corner of said Section 14; thence North 89 degrees 35 minutes 06 seconds West along the North line of said Section 14 a distance of 148.88 feet to the Meander corner and the centerline of Town Road; thence South 5 degrees 57 minutes 00 seconds West along said centerline of Town Road a distance of 331.55 feet to the actual point of beginning of the tract to be hereby described; thence continuing South 5 degrees 57 minutes 00 seconds West a distance of 84.40 feet; thence South 15 degrees 18 minutes 00 seconds West a distance of 100.00 feet to the intersection of its intersection with the South line of said North half of Government Lot 1; thence monumented; thence South 88 degrees 58 minutes 52 seconds East along said South line a distance of 354.76 feet; thence North 0 degrees 24 minutes 54 seconds East a distance of 330.56 feet; thence North 89 degrees 35 minutes 06 seconds West a distance of 282.00 feet to the actual point of beginning. Also known as a part of Lot 1, AUDITOR'S SUBDIVISION NO. 47 REVISED, Anoka County, Minnesota.

Abstract Property.

Parcel 2
The Southeast Quarter of the Northeast Quarter of Section 14, Township 31, Range 22, Anoka County, Minnesota

AND

The South Half of Lot 1, Auditor's Subdivision No. 47 Revised, Anoka County, Minnesota, EXCEPT that certain part of the South Half of Government Lot 1, Section 14, Township 31, Range 22, Anoka County, Minnesota, now known as the South Half of Lot 1, Auditor's Subdivision No. 47 Revised, described as follows: Beginning at the Quarter Corner of said Section 14, as the same is marked by a stone monument at the intersection of the centerline of said Section 14 and the centerline of a public road; thence South 6 degrees West, following the general line of said public road, for 662.95 feet to the centerline of said Government Lot 1, and the point of beginning of the tract hereby described; thence East, along said Government Lot centerline for 200.29 feet; thence South, at right angles for 180 feet; thence West at right angles for 261.71 feet, more or less, to the centerline of said public road; thence North, along said public road, to the point of beginning, to aforesaid centerline of Government Lot 1; thence East along said Government Lot centerline for 22 feet to the point of beginning.

Abstract Property

Per Title Commitment No. ORTE749988, dated 06/24/2024, issued by Old Republic National Title Insurance Company.

Easements and servitudes benefiting or burdening the surveyed property, listed in Schedule B-II of the Commitment, are listed below using the same numbering system as in said Schedule B-II. Items 1-8 are not survey-related items and are not listed below.

9. Terms and conditions of Easement in favor of The Rural Cooperative Power Association as created in document filed December 10, 1963, as Document No. 256008. **The easement is shown on the survey.**
10. Terms and conditions set forth in Drainage and Utility Easement Agreement dated April 12, 2021, filed May 6, 2021, as Document No. 2317274.001. **The permanent easements are shown on the survey. The temporary easements have expired.**
11. Right of way for Pelletier Lake Drive as laid out and traveled. **The right of way is shown on the survey.**
12. Subject to 20th Ave North aka County State Aid Highway No. 54 as laid out and traveled. **The right of way is shown on the survey.**
13. Right of way of County for Branch No. 1 of County Ditch No. 72 as shown on available County Maps over the North Half of the Northeast Quarter of the Northeast Quarter. **The approximate location of the, per available maps, is shown on the survey. There was no observed evidence of a ditch at the time of the field survey.**

"TABLE A" NOTES

1. Monuments have been placed at all corners of the boundary of the property, unless already marked or referenced by existing monuments or witnesses in close proximity to the corner, as shown on the survey.
2. The subject property addresses are unassigned, and its property identification numbers are 14.31.22.12.0002, 14.31.22.11.0001, 14.31.22.11.0002, and 14.31.22.14.0001.
3. The subject property lies within Flood Plain Zone X (areas determined to be outside the 0.2% annual chance flood plain) and Zone A (no base flood elevations determined) per Federal Insurance Rate Map No. 27003C0366d dated 12/16/2015.
4. The gross area of the surveyed property is 125.03 Acres or 5,446,073 Sq. Ft. The overall net area is 122.20 Acres or 5,322,859 Sq. Ft.
5. Vertical relief shown hereon was obtained from the Minnesota Department of Natural Resources mapping application, mTPO.
6. There are no buildings present on the surveyed property.
7. Substantial features observed in the process of conducting the fieldwork are shown on the survey.
8. a) Source information from plans and markings has been combined with observed evidence of utilities to develop a view of underground utilities. However, lacking excavation, the exact location of underground features cannot be accurately, completely, and reliably depicted. In addition, some utility locate requests from surveyors may be ignored or result in an incomplete response. The surveyor has compiled the markings made on the ground, the maps provided, and the observed evidence to show utilities hereon. Where additional or more detailed information is required, the client is advised that excavation and/or a private utility locate request may be necessary. Pursuant to MS 216.6.d contact Gopher State One Call at 1.800.222.0002, prior to any excavation.
9. The names, address and property identification numbers of adjoining owners according to current public records are shown on the survey.
10. Plotted offset easements disclosed in documents provided to the surveyor are shown on the survey.

LEIBEL PROPERTY
LINO LAKES, MINNESOTA
ALTA/NSPS LAND TITLE SURVEY

James R. Hill, Inc.
PLANNERS / ENGINEERS / SURVEYORS

LENNAR

DRAWN BY
MFH

DATE
7/24/2022

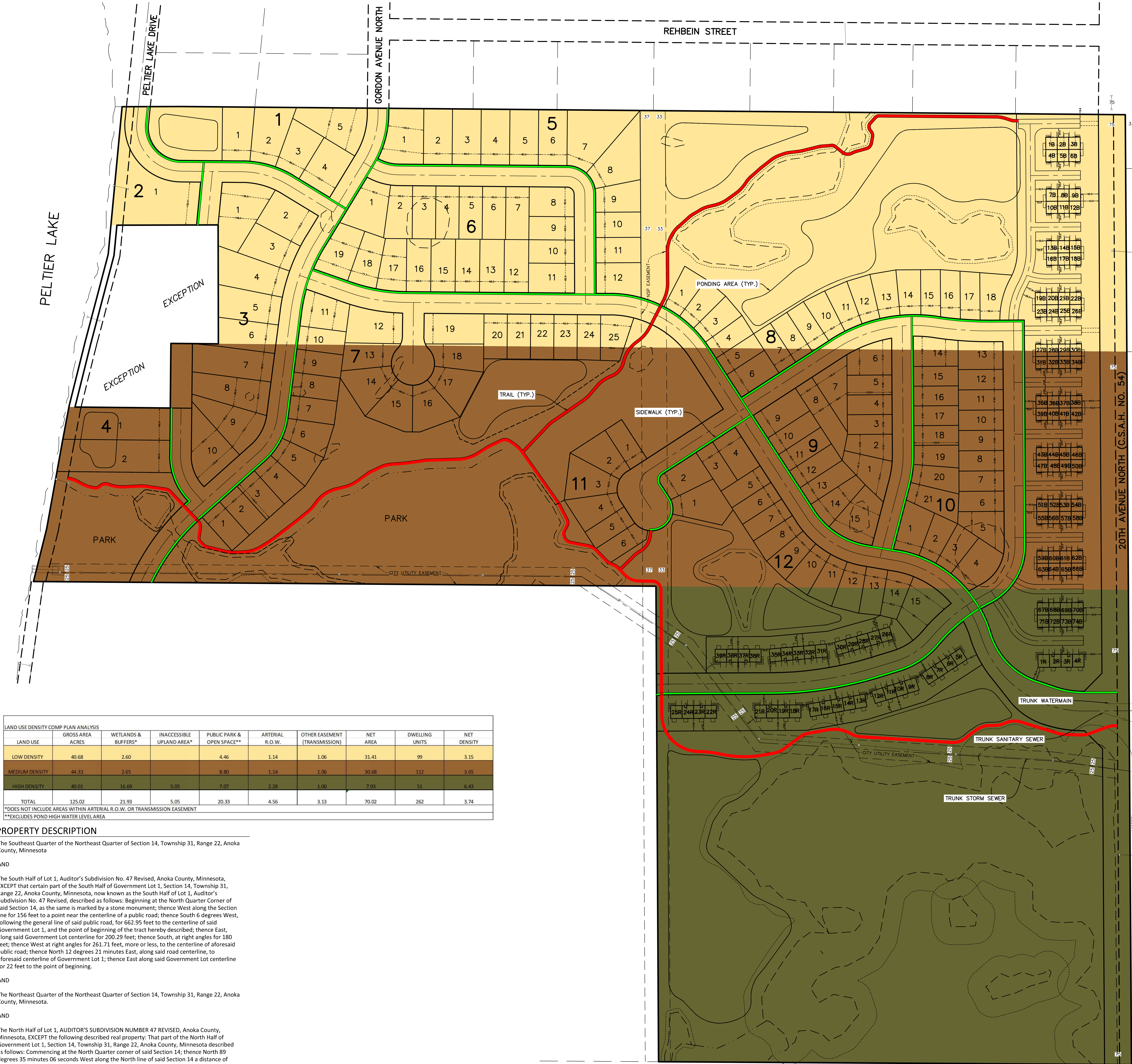
REVISIONS

CAD FILE
24205s.dwg

PROJECT NO.
24205-00

FILE NO.
1-22-044

SHEET 3 OF 3



LAND USE DENSITY COMP PLAN ANALYSIS								
LAND USE	GROSS AREA ACRES	WETLANDS & BUFFERS*	INACCESSIBLE UPLAND AREA*	PUBLIC PARK & OPEN SPACE**	ARTERIAL R.O.W.	OTHER EASEMENT (TRANSMISSION)	NET AREA	NET DENSITY
LOW DENSITY	40.68	2.60		4.46	1.14	1.06	31.41	3.15
MEDIUM DENSITY	44.33	2.65		8.80	1.14	1.06	30.68	3.65
HIGH DENSITY	40.01	16.69	5.05	7.07	2.28	1.00	7.93	6.43
TOTAL	125.02	21.93	5.05	20.33	4.56	3.13	70.02	3.74
*DOES NOT INCLUDE AREAS WITHIN ARTERIAL R.O.W. OR TRANSMISSION EASEMENT								
**EXCLUDES POND HIGH WATER LEVEL AREA								

PROPERTY DESCRIPTION

The Southeast Quarter of the Northeast Quarter of Section 14, Township 31, Range 22, Anoka County, Minnesota

AND

The South Half of Lot 1, Auditor's Subdivision No. 47 Revised, Anoka County, Minnesota, EXCEPT that certain part of the South Half of Government Lot 1, Section 14, Township 31, Range 22, Anoka County, Minnesota, now known as the South Half of Lot 1, Auditor's Subdivision No. 47 Revised, described as follows: Beginning at the North Quarter Corner of said Section 14, as the same is marked by a stone monument; thence West along the Section line for 156 feet to a point near the centerline of a public road; thence South 6 degrees West, following the general line of said public road, for 662.95 feet to the centerline of said Government Lot 1, and the point of beginning of the tract hereby described; thence East, along said Government Lot centerline for 200.29 feet; thence South, at right angles for 180 feet; thence West at right angles for 261.71 feet, more or less, to the centerline of aforesaid public road; thence North 12 degrees 21 minutes East, along said road centerline, to aforesaid centerline of Government Lot 1; thence East along said Government Lot centerline for 22 feet to the point of beginning.

AND

The Northeast Quarter of the Northeast Quarter of Section 14, Township 31, Range 22, Anoka County, Minnesota.

AND

The North Half of Lot 1, AUDITOR'S SUBDIVISION NUMBER 47 REVISED, Anoka County, Minnesota, EXCEPT the following described real property: That part of the North Half of Government Lot 1, Section 14, Township 31, Range 22, Anoka County, Minnesota described as follows: Commencing at the North Quarter corner of said Section 14; thence North 89 degrees 35 minutes 06 seconds West along the North line of said Section 14 a distance of 148.88 feet to the Meander corner and the centerline of Town Road; thence South 5 degrees 57 minutes 00 seconds West along said centerline of Town Road a distance of 331.55 feet to the actual point of beginning of the tract to be hereby described; thence continuing South 5 degrees 57 minutes 00 seconds West a distance of 84.40 feet; thence South 15 degrees 18 minutes 48 seconds West along said centerline a distance of 251.26 feet to its intersection with the South line of said North Half of Government Lot 1 as monumented; thence South 88 degrees 58 minutes 52 seconds East along said South line a distance of 354.76 feet; thence North 0 degrees 24 minutes 54 seconds East a distance of 330.56 feet; thence North 89 degrees 35 minutes 06 seconds West a distance of 282.00 feet to the actual point of beginning. Also known as a part of Lot 1, AUDITOR'S SUBDIVISION NO. 47 REVISED, Anoka County, Minnesota.

SITE DATA

EXISTING ZONING – LOW/MEDIUM/HIGH DENSITY

PROPOSED ZONING – P.U.D.

TOTAL AREA – 125.02 ACRES

PUBLIC STREETS – 10.383 LF

PRIVATE STREETS – 2.064 LF

RESIDENTIAL AREA – 46.92 AC

NON-RESIDENTIAL AREA – 78.10 AC

SINGLE-FAMILY AREA – 36.35 AC

MULTI-FAMILY AREA – 10.57 AC

COMMON OPEN SPACE AREA – 7.70 AC

PUBLIC OPEN SPACE AREA – 11.14 AC

STREET AREA – 20.35 AC

TOTAL LOTS

262 LOTS

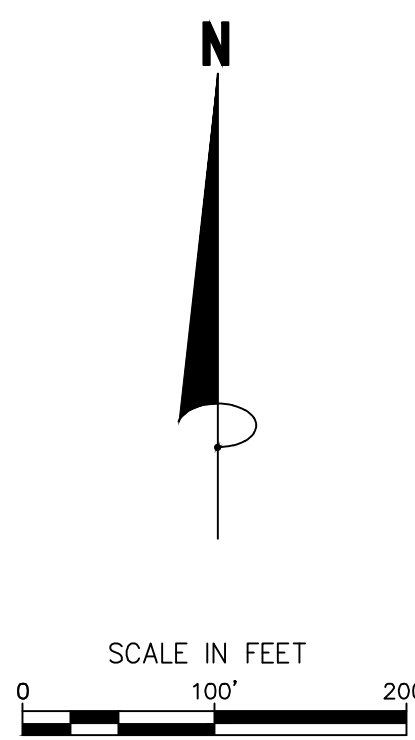
SINGLE FAMILY – 80'	25 LOTS
(BLOCKS 1-4, LOTS 1-7, BLOCK 5)	
MINIMUM LOT WIDTH	80 FEET
MINIMUM LOT WIDTH (CORNER)	100 FEET
MINIMUM LOT DEPTH	135 FEET
MINIMUM SETBACKS	
FRONT	30 FEET
SIDE (HOUSE)	10 FEET
SIDE (GARAGE)	10 FEET
SIDE (STREET)	30 FEET
REAR	30 FEET
MINIMUM LOT SIZE	10,800 S.F.

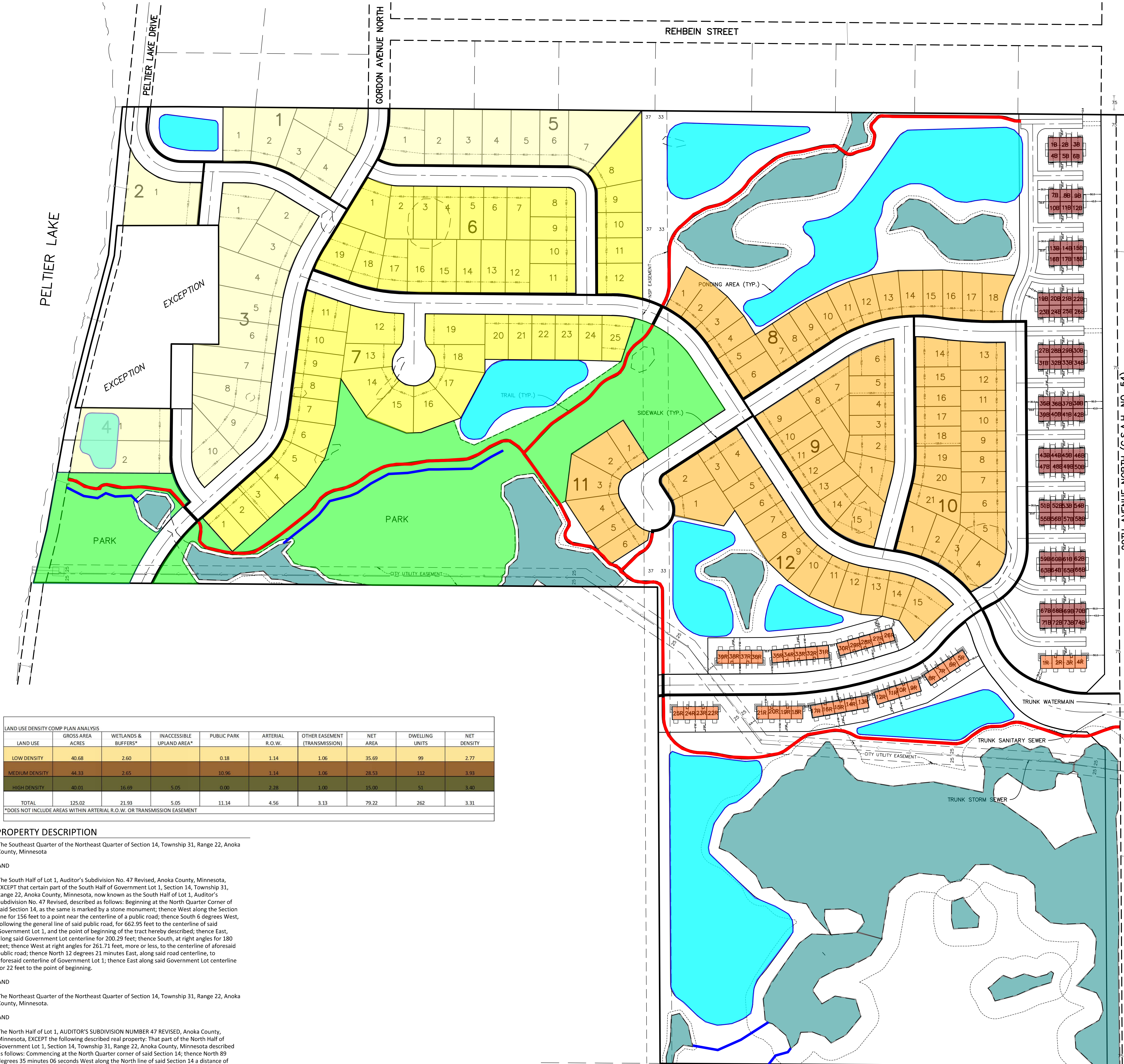
SINGLE FAMILY – 65'	49 LOTS
(BLOCKS 6-7, LOTS 8-12, BLOCK 5)	
MINIMUM LOT WIDTH	65 FEET
MINIMUM LOT WIDTH (CORNER)	82.5 FEET
MINIMUM LOT DEPTH	125 FEET
MINIMUM SETBACKS	
FRONT	25 FEET
SIDE (HOUSE)	7.5 FEET
SIDE (GARAGE)	7.5 FEET
SIDE (STREET)	25 FEET
REAR	25 FEET
MINIMUM LOT SIZE	8,125 S.F.

SINGLE FAMILY – 55'	75 LOTS
(BLOCKS 8-12)	
MINIMUM LOT WIDTH	55 FEET
MINIMUM LOT WIDTH (CORNER)	72.5 FEET
MINIMUM LOT DEPTH	125 FEET
MINIMUM SETBACKS	
FRONT	25 FEET
SIDE (HOUSE)	7.5 FEET
SIDE (GARAGE)	7.5 FEET
SIDE (STREET)	25 FEET
REAR	25 FEET
SMALLEST LOT	6,875 S.F.

ROW TOWNHOMES (BLOCK R)	39 LOTS
(FRONT AND REAR STOOPS/CANTILEVER PORTIONS/DECKS/PATIOS OF BUILDING ARE ALLOWED EXCEPTIONS INTO SETBACK)	
FRONT (GARAGE TO PUBLIC RIGHT OF WAY)	30 FEET
FRONT (GARAGE TO BACK OF CURB (PRIVATE))	25 FEET
SIDE (BUILDING TO BUILDING)	20 FEET
SIDE (BUILDING TO BACK OF CURB (PRIVATE))	20 FEET
SIDE (BUILDING TO PUBLIC RIGHT OF WAY)	30 FEET

BACK TO BACK TOWNHOMES (BLOCK B)	74 LOTS
(FRONT AND REAR STOOPS/CANTILEVER PORTIONS/DECKS/PATIOS OF BUILDING ARE ALLOWED EXCEPTIONS INTO SETBACK)	
FRONT (GARAGE TO PUBLIC RIGHT OF WAY)	30 FEET
FRONT (GARAGE TO BACK OF CURB (PRIVATE))	25 FEET
SIDE (BUILDING TO BUILDING)	20 FEET
SIDE (BUILDING TO BACK OF CURB (PRIVATE))	20 FEET
SIDE (BUILDING TO PUBLIC RIGHT OF WAY)	30 FEET





LAND USE DENSITY COMP PLAN ANALYSIS								
LAND USE	GROSS AREA ACRES	WETLANDS & BUFFERS*	INACCESSIBLE UPLAND AREA*	PUBLIC PARK	ARTERIAL R.O.W.	OTHER EASEMENT (TRANSMISSION)	NET AREA	NET DENSITY
LOW DENSITY	40.68	2.60		0.18	1.14	1.06	35.69	2.77
MEDIUM DENSITY	44.33	2.65		10.96	1.14	1.06	28.53	3.93
HIGH DENSITY	40.01	16.69	5.05	0.00	2.28	1.00	15.00	3.40
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*DOES NOT INCLUDE AREAS WITHIN ARTERIAL R.O.W. OR TRANSMISSION EASEMENT								

PROPERTY DESCRIPTION

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PRIVATE STREETS – 2.064 LF

RESIDENTIAL AREA – 46.92 AC

NON-RESIDENTIAL AREA – 78.10 AC

SINGLE-FAMILY AREA – 36.35 AC

MULTI-FAMILY AREA – 10.57 AC

COMMON OPEN SPACE AREA – 7.70 AC

PUBLIC OPEN SPACE AREA – 11.14 AC

STREET AREA – 20.35 AC

DELINEATED WETLAND AREA – 15.58 AC

UPLAND AREA – 5.05 AC

TOTAL LOTS

SINGLE FAMILY – 80'

(BLOCKS 1-4, LOTS 1-7, BLOCK 5)

MINIMUM LOT WIDTH

MINIMUM LOT DEPTH (CORNER)

MINIMUM SETBACKS

FRONT

SIDE (HOUSE)

SIDE (GARAGE)

SIDE (STREET)

REAR

MINIMUM LOT SIZE

SINGLE FAMILY – 65'

(BLOCKS 6-7, LOTS 8-12, BLOCK 5)

MINIMUM LOT WIDTH

MINIMUM LOT DEPTH (CORNER)

MINIMUM LOT DEPTH

MINIMUM SETBACKS

FRONT

SIDE (HOUSE)

SIDE (GARAGE)

SIDE (STREET)

REAR

MINIMUM LOT SIZE

SINGLE FAMILY – 55'

(BLOCKS 8-12)

MINIMUM LOT WIDTH

MINIMUM LOT DEPTH (CORNER)

MINIMUM LOT DEPTH

MINIMUM SETBACKS

FRONT

SIDE (HOUSE)

SIDE (GARAGE)

SIDE (STREET)

REAR

SMALLEST LOT

ROW TOWNHOMES

(BLOCK R)

(*FRONT AND REAR STOOPS/CANTILEVER PORTIONS/DECKS/PATIOS OF BUILDING ARE ALLOWED EXCEPTIONS INTO SETBACK)

FRONT (GARAGE TO PUBLIC RIGHT OF WAY)

FRONT (GARAGE TO BACK OF CURB (PRIVATE))

SIDE (BUILDING TO BUILDING)

SIDE (BUILDING TO BACK OF CURB (PRIVATE))

SIDE (BUILDING TO PUBLIC RIGHT OF WAY)

BACK TO BACK TOWNHOMES

(BLOCK B)

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BACK TO BACK TOWNHOMES

(BLOCK B)

(*FRONT AND REAR STOOPS/CANTILEVER PORTIONS/DECKS/PATIOS OF BUILDING ARE ALLOWED EXCEPTIONS INTO SETBACK)

FRONT (GARAGE TO PUBLIC RIGHT OF WAY)

FRONT (GARAGE TO BACK OF CURB (PRIVATE))

SIDE (BUILDING TO BUILDING)

SIDE (BUILDING TO BACK OF CURB (PRIVATE))

SIDE (BUILDING TO PUBLIC RIGHT OF WAY)

BACK TO BACK TOWNHOMES

(BLOCK B)

(*FRONT AND REAR STOOPS/CANTILEVER PORTIONS/DECKS/PATIOS OF BUILDING ARE ALLOWED EXCEPTIONS INTO SETBACK)

FRONT (GARAGE TO PUBLIC RIGHT OF WAY)

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SIDE (BUILDING TO BUILDING)

SIDE (BUILDING TO BACK OF CURB (PRIVATE))

SIDE (BUILDING TO PUBLIC RIGHT OF WAY)

BACK TO BACK TOWNHOMES

(BLOCK B)

(*FRONT AND REAR STOOPS/CANTILEVER PORTIONS/DECKS/PATIOS OF BUILDING ARE ALLOWED EXCEPTIONS INTO SETBACK)

FRONT (GARAGE TO PUBLIC RIGHT OF WAY)

FRONT (GARAGE TO BACK OF CURB (PRIVATE))

SIDE (BUILDING TO BUILDING)

SIDE (BUILDING TO BACK OF CURB (PRIVATE))

SIDE (BUILDING TO PUBLIC RIGHT OF WAY)

BACK TO BACK TOWNHOMES

(BLOCK B)

(*FRONT AND REAR STOOPS/CANTILEVER PORTIONS/DECKS/PATIOS OF BUILDING ARE ALLOWED EXCEPTIONS INTO SETBACK)

FRONT (GARAGE TO PUBLIC RIGHT OF WAY)

FRONT (GARAGE TO BACK OF CURB (PRIVATE))

SIDE (BUILDING TO BUILDING)

SIDE (BUILDING TO BACK OF CURB (PRIVATE))

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(BLOCK B)

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FRONT (GARAGE TO PUBLIC RIGHT OF WAY)

FRONT (GARAGE TO BACK OF CURB (PRIVATE))

SIDE (BUILDING TO BUILDING)

SIDE (BUILDING TO BACK OF CURB (PRIVATE))

SIDE (BUILDING TO PUBLIC RIGHT OF WAY)

BACK TO BACK TOWNHOMES

(BLOCK B)

(*FRONT AND REAR STOOPS/CANTILEVER PORTIONS/DECKS/PATIOS OF BUILDING ARE ALLOWED EXCEPTIONS INTO SETBACK)

FRONT (GARAGE TO PUBLIC RIGHT OF WAY)

FRONT (GARAGE TO BACK OF CURB (PRIVATE))

SIDE (BUILDING TO BUILDING)

SIDE (BUILDING TO BACK OF CURB (PRIVATE))

SIDE (BUILDING TO PUBLIC RIGHT OF WAY)

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(BLOCK B)

(*FRONT AND REAR STOOPS/CANTILEVER PORTIONS/DECKS/PATIOS OF BUILDING ARE ALLOWED EXCEPTIONS INTO SETBACK)

FRONT (GARAGE TO PUBLIC RIGHT OF WAY)

FRONT (GARAGE TO BACK OF CURB (PRIVATE))

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SIDE (BUILDING TO BACK OF CURB (PRIVATE))

SIDE (BUILDING TO PUBLIC RIGHT OF WAY)

BACK TO BACK TOWNHOMES

(BLOCK B)

(*FRONT AND REAR STOOPS/CANTILEVER PORTIONS/DECKS/PATIOS OF BUILDING ARE ALLOWED EXCEPTIONS INTO SETBACK)

FRONT (GARAGE TO PUBLIC RIGHT OF WAY)

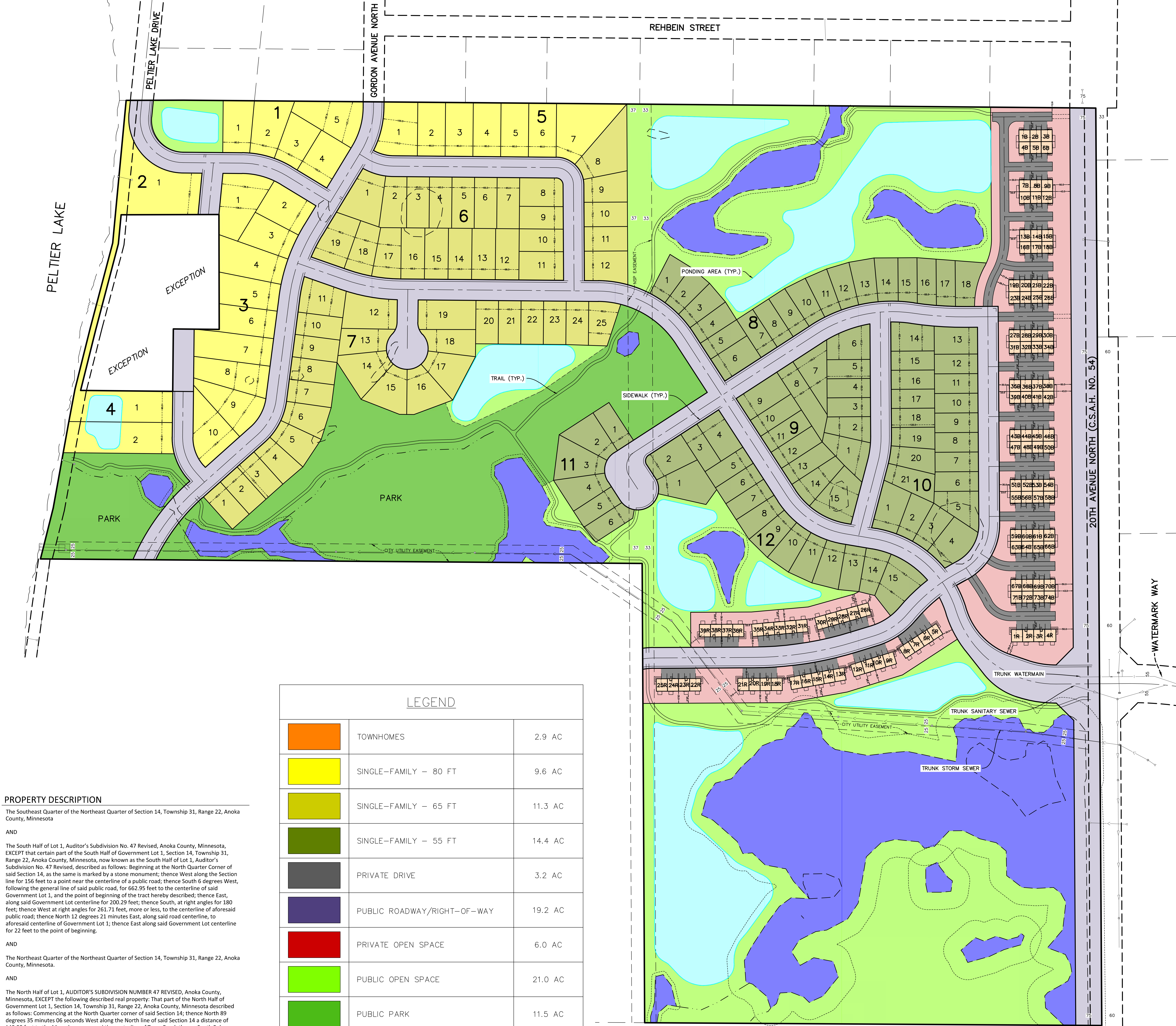
FRONT (GARAGE TO BACK OF CURB (PRIVATE))

SIDE (BUILDING TO BUILDING)

SIDE (BUILDING TO BACK OF CURB (PRIVATE))

SIDE (BUILDING TO PUBLIC RIGHT OF WAY)

BACK TO BACK TOWNHOMES



PROPERTY DESCRIPTION

The Southeast Quarter of the Northeast Quarter of Section 14, Township 31, Range 22, Anoka County, Minnesota

AND

The South Half of Lot 1, Auditor's Subdivision No. 47 Revised, Anoka County, Minnesota, EXCEPT that certain part of the South Half of Government Lot 1, Section 14, Township 31, Range 22, Anoka County, Minnesota, now known as the South Half of Lot 1, Auditor's Subdivision No. 47 Revised, described as follows: Beginning at the North Quarter Corner of said Section 14, as the same is marked by a stone monument; thence West along the Section line for 156 feet to a point near the centerline of a public road; thence South 6 degrees West, following the general line of said public road, for 662.95 feet to the centerline of said Government Lot 1, and the point of beginning of the tract hereby described; thence East, along said Government Lot centerline for 200.29 feet; thence South, at right angles for 180 feet; thence West at right angles for 261.71 feet, more or less, to the centerline of aforesaid public road; thence North 12 degrees 21 minutes East, along said road centerline, to aforesaid centerline of Government Lot 1; thence East along said Government Lot centerline for 22 feet to the point of beginning.

AND

The Northeast Quarter of the Northeast Quarter of Section 14, Township 31, Range 22, Anoka County, Minnesota.

AND

The North Half of Lot 1, AUDITOR'S SUBDIVISION NUMBER 47 REVISED, Anoka County, Minnesota, EXCEPT the following described real property: That part of the North Half of Government Lot 1, Section 14, Township 31, Range 22, Anoka County, Minnesota described as follows: Commencing at the North Quarter corner of said Section 14; thence North 89 degrees 35 minutes 06 seconds West along the North line of said Section 14 a distance of 148.88 feet to the Meander corner and the centerline of Town Road; thence South 5 degrees 57 minutes 00 seconds West along said centerline of Town Road a distance of 331.55 feet to the actual point of beginning of the tract to be hereby described; thence continuing South 5 degrees 57 minutes 00 seconds West a distance of 84.40 feet; thence South 15 degrees 18 minutes 48 seconds West along said centerline a distance of 251.26 feet to its intersection with the South line of said North Half of Government Lot 1 as monumented; thence South 88 degrees 58 minutes 52 seconds East along said South line a distance of 354.76 feet; thence North 0 degrees 24 minutes 54 seconds East a distance of 330.56 feet; thence North 89 degrees 35 minutes 06 seconds West a distance of 282.00 feet to the actual point of beginning. Also known as a part of Lot 1, AUDITOR'S SUBDIVISION NO. 47 REVISED, Anoka County, Minnesota.

LEGEND		
	TOWNHOMES	2.9 AC
	SINGLE-FAMILY - 80 FT	9.6 AC
	SINGLE-FAMILY - 65 FT	11.3 AC
	SINGLE-FAMILY - 55 FT	14.4 AC
	PRIVATE DRIVE	3.2 AC
	PUBLIC ROADWAY/RIGHT-OF-WAY	19.2 AC
	PRIVATE OPEN SPACE	6.0 AC
	PUBLIC OPEN SPACE	21.0 AC
	PUBLIC PARK	11.5 AC
	STORMWATER PONDS	11.2 AC
	PRESERVED WETLANDS OUTSIDE OF PUBLIC ROW	14.7 AC

SITE DATA

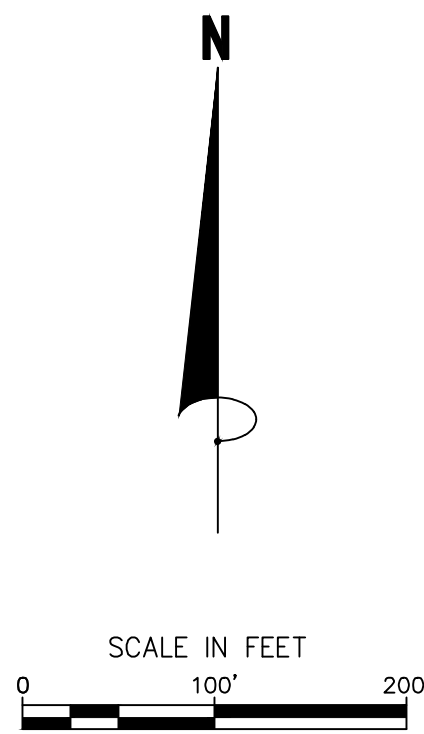
EXISTING ZONING - RURAL

PROPOSED ZONING - P.U.D.

TOTAL AREA - 125.02 ACRES

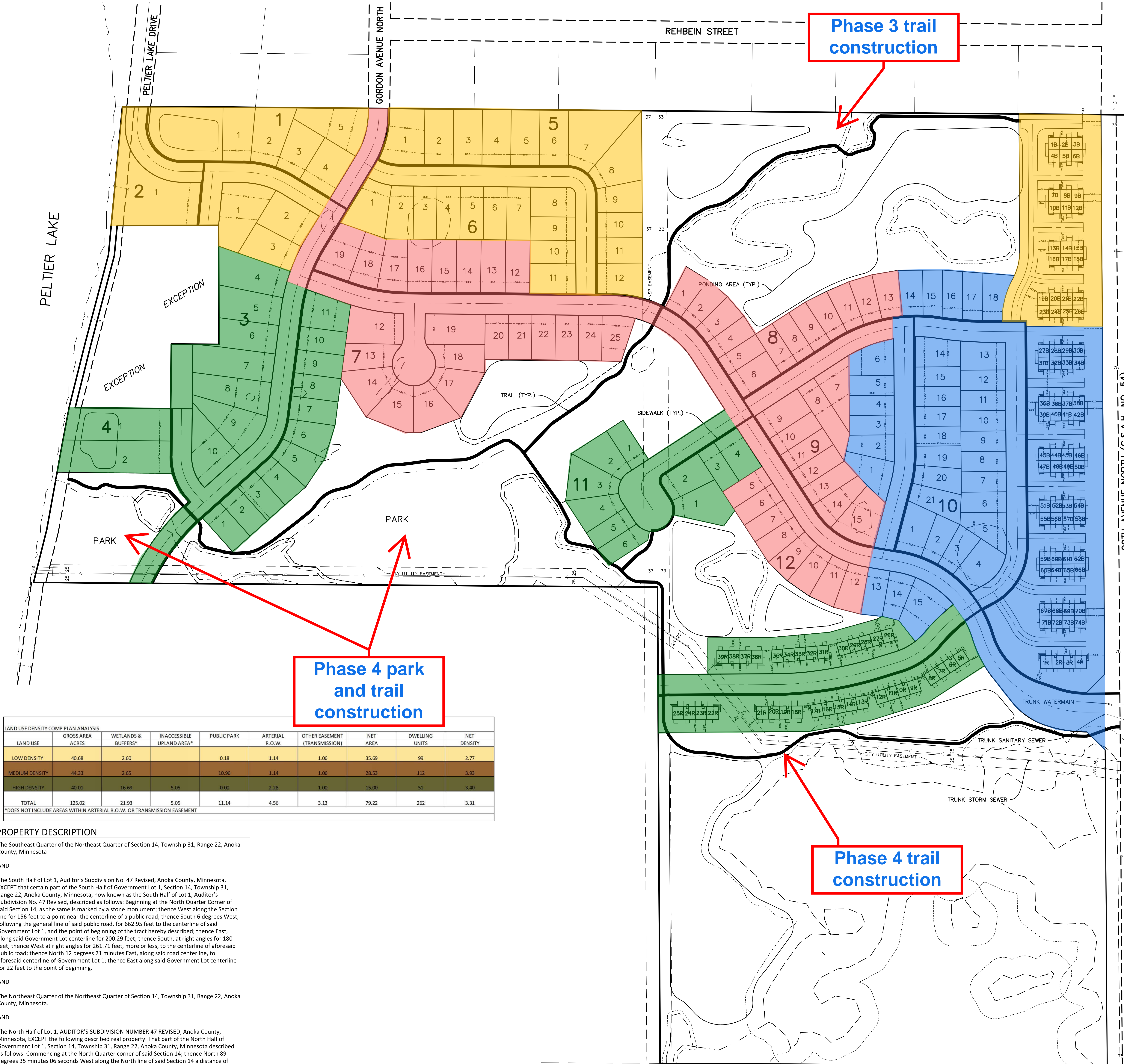
PUBLIC STREETS - 10.383 LF

PRIVATE STREETS - 2,064 LF



PELTIER PONDS
LAND USE PLAN
FOR
LENNAR

DRAWN BY	PLM
DATE	7/29/24
REVISIONS	
A. 8/14/24 Updated layout	
B. 8/27/24 Updated layout	
C. 9/26/24 Cleanup table	
D. 11/11/24 Concept Revision	
E. 11/19/24 Land Use Plan	
CAD FILE	24205cp.dwg
PROJECT NO.	24205-00
SHEET 1 OF 1	



LAND USE DENSITY COMP PLAN ANALYSIS								
LAND USE	GROSS AREA ACRES	WETLANDS & BUFFERS*	INACCESSIBLE UPLAND AREA*	PUBLIC PARK	ARTERIAL R.O.W.	OTHER EASEMENT (TRANSMISSION)	NET AREA	NET DENSITY
LOW DENSITY	40.68	2.60		0.18	1.14	1.06	35.69	2.77
MEDIUM DENSITY	44.33	2.65		10.96	1.14	1.06	28.53	3.93
HIGH DENSITY	40.01	16.69	5.05	0.00	2.28	1.00	15.00	3.40
TOTAL	125.02	21.93	5.05	11.14	4.56	3.13	79.22	3.31
*DOES NOT INCLUDE AREAS WITHIN ARTERIAL R.O.W. OR TRANSMISSION EASEMENT								

PROPERTY DESCRIPTION

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AND

The Northeast Quarter of the Northeast Quarter of Section 14, Township 31, Range 22, Anoka County, Minnesota.

AND

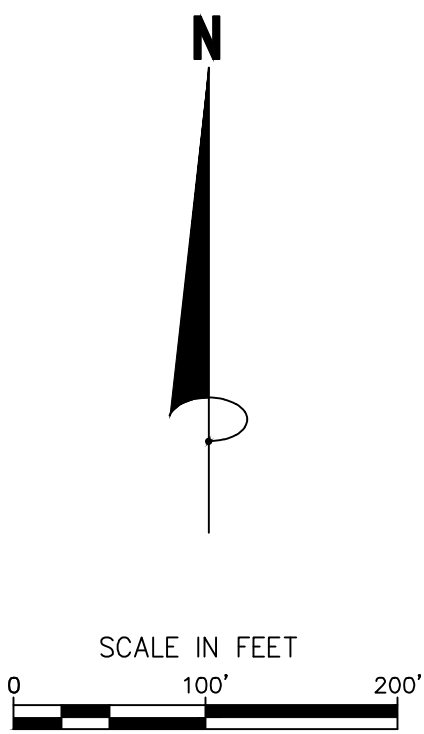
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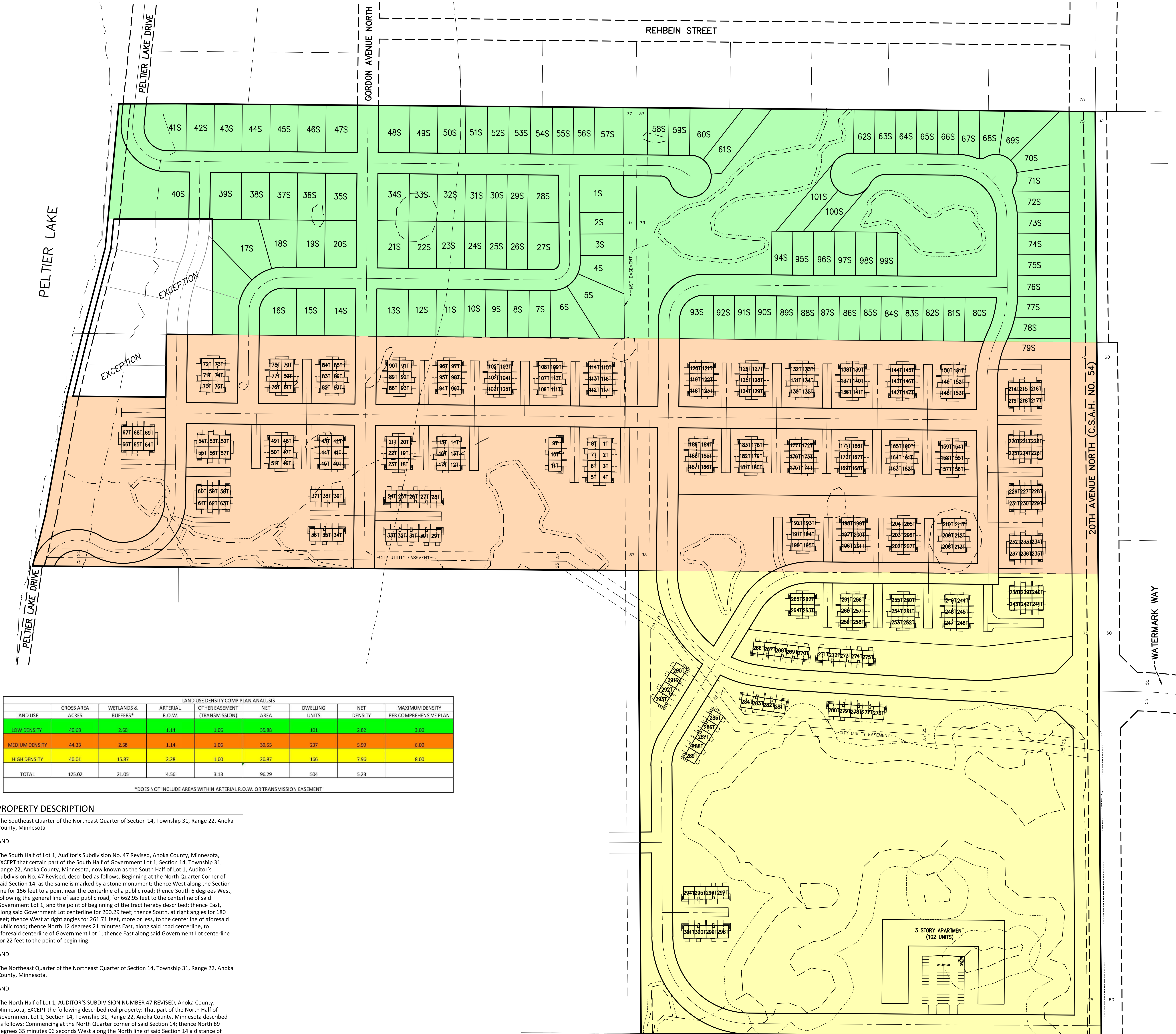
SITE DATA
EXISTING ZONING – LOW/MEDIUM/HIGH DENSITY
PROPOSED ZONING – P.U.D.
TOTAL AREA – 125.02 ACRES
PUBLIC STREETS – 10.383 LF
PRIVATE STREETS – 2.064 LF
RESIDENTIAL AREA – 46.92 AC
NON-RESIDENTIAL AREA – 78.10 AC
SINGLE-FAMILY AREA – 36.35 AC
MULTI-FAMILY AREA – 10.57 AC
COMMON OPEN SPACE AREA – 7.70 AC
PUBLIC OPEN SPACE AREA – 11.14 AC
STREET AREA – 20.35 AC
DELINEATED WETLAND AREA – 15.58 AC
UPLAND AREA – 5.05 AC

- Phase 1 - 87 homes
- Phase 2 - 52 homes
- Phase 3 - 58 homes
- Phase 4 - 65 homes

TOTAL LOTS	262 LOTS
SINGLE FAMILY – 80'	25 LOTS
(BLOCKS 1-4, LOTS 1-7, BLOCK 5)	
MINIMUM LOT WIDTH	80 FEET
MINIMUM LOT WIDTH (CORNER)	100 FEET
MINIMUM LOT DEPTH	135 FEET
MINIMUM SETBACKS	
FRONT	30 FEET
SIDE (HOUSE)	10 FEET
SIDE (GARAGE)	10 FEET
SIDE (STREET)	30 FEET
REAR	30 FEET
MINIMUM LOT SIZE	10,800 S.F.
SINGLE FAMILY – 65'	49 LOTS
(BLOCKS 6-7, LOTS 8-12, BLOCK 5)	
MINIMUM LOT WIDTH	65 FEET
MINIMUM LOT WIDTH (CORNER)	82.5 FEET
MINIMUM LOT DEPTH	125 FEET
MINIMUM SETBACKS	
FRONT	25 FEET
SIDE (HOUSE)	7.5 FEET
SIDE (GARAGE)	7.5 FEET
SIDE (STREET)	25 FEET
REAR	25 FEET
MINIMUM LOT SIZE	8,125 S.F.
SINGLE FAMILY – 55'	75 LOTS
(BLOCKS 8-12)	
MINIMUM LOT WIDTH	55 FEET
MINIMUM LOT WIDTH (CORNER)	72.5 FEET
MINIMUM LOT DEPTH	125 FEET
MINIMUM SETBACKS	
FRONT	25 FEET
SIDE (HOUSE)	7.5 FEET
SIDE (GARAGE)	7.5 FEET
SIDE (STREET)	25 FEET
REAR	25 FEET
SMALLEST LOT	6,875 S.F.
ROW TOWNHOMES (BLOCK R)	39 LOTS
(FRONT AND REAR STOOPS/CANTILEVER PORTIONS/DECKS/PATIOS OF BUILDING ARE ALLOWED EXCEPTIONS INTO SETBACK)	
FRONT (GARAGE TO PUBLIC RIGHT OF WAY)	30 FEET
FRONT (GARAGE TO BACK OF CURB (PRIVATE))	25 FEET
SIDE (BUILDING TO BUILDING)	20 FEET
SIDE (BUILDING TO BACK OF CURB (PRIVATE))	20 FEET
SIDE (BUILDING TO PUBLIC RIGHT OF WAY)	30 FEET

BACK TO BACK TOWNHOMES (BLOCK B)	74 LOTS
(FRONT AND REAR STOOPS/CANTILEVER PORTIONS/DECKS/PATIOS OF BUILDING ARE ALLOWED EXCEPTIONS INTO SETBACK)	
FRONT (GARAGE TO PUBLIC RIGHT OF WAY)	30 FEET
FRONT (GARAGE TO BACK OF CURB (PRIVATE))	25 FEET
SIDE (BUILDING TO BUILDING)	20 FEET
SIDE (BUILDING TO BACK OF CURB (PRIVATE))	20 FEET
SIDE (BUILDING TO PUBLIC RIGHT OF WAY)	30 FEET





LAND USE DENSITY COMP PLAN ANALYSIS								
LAND USE	GROSS AREA ACRES	WETLANDS & BUFFERS*	ARTERIAL R.O.W.	OTHER EASEMENT (TRANSMISSION)	NET AREA	DWELLING UNITS	NET DENSITY	MAXIMUM DENSITY PER COMPREHENSIVE PLAN
LOW DENSITY	40.68	2.40	1.14	1.06	35.88	101	2.82	3.00
MEDIUM DENSITY	44.33	2.58	1.14	1.06	39.55	237	5.99	6.00
HIGH DENSITY	40.01	15.87	2.28	1.00	20.87	166	7.96	8.00
TOTAL	125.02	21.05	4.56	3.13	96.29	504	5.23	
*DOES NOT INCLUDE AREAS WITHIN ARTERIAL R.O.W. OR TRANSMISSION EASEMENT								

PROPERTY DESCRIPTION

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SITE DATA
EXISTING ZONING -- LOW/MEDIUM/HIGH DENSITY
LOW DENSITY -- R-2 ZONING
MEDIUM DENSITY -- R-3 ZONING
HIGH DENSITY -- R-4 ZONING

TOTAL AREA -- 125.02 ACRES

LOW DENSITY -- R-2 ZONING
TOTAL UNITS IN R-2 ZONING 101 UNITS
(LOTS 1S-101S)
R-2 MINIMUM REQUIREMENTS
MINIMUM LOT WIDTH 60 FEET
MINIMUM LOT WIDTH (CORNER) 80 FEET
MINIMUM LOT DEPTH 125 FEET
MINIMUM LOT DEPTH ON DOUBLE FRONTED 135 FEET
MINIMUM SETBACKS
FRONT 25 FEET
SIDE (HOUSE) 10 FEET
SIDE (GARAGE) 10 FEET
SIDE (STREET) 25 FEET
REAR 25 FEET
MINIMUM LOT SIZE 7,500 S.F.

MINIMUM LOT WIDTH 80 FEET
MINIMUM LOT WIDTH (CORNER) 100 FEET
MINIMUM LOT DEPTH 130 FEET
MINIMUM LOT DEPTH ON DOUBLE FRONTED 135 FEET
MINIMUM SETBACKS
FRONT 25 FEET
SIDE (HOUSE) 10 FEET
SIDE (GARAGE) 10 FEET
SIDE (STREET) 25 FEET
REAR 25 FEET
ORDINARY HIGH WATER LEVEL 150 FEET
MINIMUM LOT SIZE ABUTTING LAKE 20,000 S.F.
MINIMUM LOT SIZE NON-ABUTTING LAKE 10,800 S.F.

MEDIUM DENSITY -- R-3 ZONING
TOTAL UNITS IN R-3 ZONING 237 UNITS
(LOTS 1T-322T)
R-3 MINIMUM REQUIREMENTS
FRONT (GARAGE TO PUBLIC RIGHT OF WAY) 30 FEET
FRONT (GARAGE TO BACK OF CURB (PRIVATE)) 25 FEET
SIDE (BUILDING TO BUILDING) 20 FEET
SIDE (BUILDING TO BACK OF CURB (PRIVATE)) 20 FEET
SIDE (BUILDING TO PUBLIC RIGHT OF WAY) 30 FEET

R-3 MINIMUM REQUIREMENTS IN SHORELAND
FRONT (GARAGE TO PUBLIC RIGHT OF WAY) 30 FEET
FRONT (GARAGE TO BACK OF CURB (PRIVATE)) 25 FEET
SIDE (BUILDING TO BUILDING) 20 FEET
SIDE (BUILDING TO BACK OF CURB (PRIVATE)) 20 FEET
SIDE (BUILDING TO PUBLIC RIGHT OF WAY) 30 FEET
ORDINARY HIGH WATER LEVEL 150 FEET

HIGH DENSITY -- R-4 ZONING
TOTAL UNITS IN R-4 ZONING 166 UNITS
(LOTS 238T-301T AND APARTMENT)
R-4 MINIMUM REQUIREMENTS
FRONT (GARAGE TO PUBLIC RIGHT OF WAY) 30 FEET
FRONT (GARAGE TO BACK OF CURB (PRIVATE)) 25 FEET
SIDE (BUILDING TO BUILDING) 20 FEET
SIDE (BUILDING TO BACK OF CURB (PRIVATE)) 20 FEET
SIDE (BUILDING TO PUBLIC RIGHT OF WAY) 30 FEET

PELTIER PONDS
 PUD Land Use and Conventional Zoning District Guidelines Chart
 PUD Concept Plan dated November 11, 2024

PUD Land Use	Correlating Conventional Zoning District	Housing Type or Use	Development Standards/Guidelines			Proposed Development			PUD Flexibility Required?
			Lot Width (ft)	Lot Depth (ft)	Lot Size (sf)	Lot Width (ft)	Lot Depth (ft)	Lot Size (sf)	
Low Density Res	R-1X, Single Family Executive	single family	90	135	12,825	90	150	13,500	No
	R-1, Single Family	single family	80	135	10,800	80	135	10,800	No
	R-2, Two Family Residential	65ft wide single family	60	125	7,500	65	125	8,125	No
	R-2, Two Family Residential	55ft wide single family	60	125	7,500	55	125	6,875	Yes
	R-2, Two Family Residential	two-family (unit lot)	50	150	7,500	NA, no two-family dwellings proposed			
Medium Density Res	R-2, Two Family Residential	65ft wide single family	60	125	7,500	65	125	8,125	No
	R-2, Two Family Residential	55ft wide single family	60	125	7,500	55	125	6,875	Yes
	R-3, Medium Density Residential	two-family (unit lot)	50	NA	7,000	NA-no two-family dwellings proposed			
	R-3, Medium Density Residential	max. 8 unit townhome (base)	100	NA	24,000	144	NA	25,000	No
High Density Res	R-4, High Density Residential	two-family (unit lot)	50	NA	6,000	NA-no two-family dwellings proposed			
	R-4, High Density Residential	townhome or other multi-family (base)	100	NA	20,000	128	NA	16,620	Yes

Note: Comp Plan Amendment required to change land use boundaries. Currently, townhomes are proposed in low density area.

PELTIER PONDS

PUD Land Use and Shoreland Regulations Chart

PUD Concept Plan dated November 11, 2024

PUD Land Use	Shoreland Regulations	Housing Type or Use	Development Standards/Guidelines			Proposed Development			PUD Flexibility Required?
			Lot Width (ft)	Lot Depth (ft)	Lot Size (sf)	Lot Width (ft)	Lot Depth (ft)	Lot Size (sf)	
Low Density Res	R-1, Single Family	single family	80	135	10,800	80	135	10,800	No
	R-1X, Single Family Executive	single family	90	135	12,825	NA-no R-1X dwellings proposed			
	R-2, Two Family Residential	65ft wide single family*	65	135	8,775	65	125	8,125	Yes**
Medium Density Res	R-1, Single Family	single family	80	135	10,800	80	135	10,800	No
	R-2, Two Family Residential	65ft wide single family*	65	135	8,775	65	125	8,125	Yes**

*Shoreland ordinance allows for two-family/duplex with a minimum lot size of 8,775 sf and 130ft lot width. This would equate to a single family lot 65ft wide x 135ft deep.

** Staff supports PUD flexibility for the 65ft wide single family lots as long as the lot depth is 135ft and shoreland lot size requirements are met.

A5. PUD Land Use & Shoreland Regulations

PELTIER PONDS

PUD Land Use and Shoreland Regulations Chart

PUD Concept Plan dated November 11, 2024

PUD Land Use	Shoreland Regulations	Housing Type or Use	Development Standards/Guidelines			Proposed Development			PUD Flexibility Required?
			Lot Width (ft)	Lot Depth (ft)	Lot Size (sf)	Lot Width (ft)	Lot Depth (ft)	Lot Size (sf)	
Low Density Res	R-1, Single Family	single family	80	135	10,800	80	135	10,800	No
	R-1X, Single Family Executive	single family	90	135	12,825	NA-no R-1X dwellings proposed			
	R-2, Two Family Residential	65ft wide single family*	65	135	8,775	65	125	8,125	Yes**
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Memorandum

To: Katie Larsen, Lino Lakes City Planner

From: Kris Keller PE, WSB
Diane Hankee PE, Lino Lakes City Engineer

Date: December 4, 2024

Re: Peltier Ponds
Concept Plan Review
027404-000

WSB's review of the Concept Plans for the Peltier Ponds development in Lino Lakes, MN, prepared by James R. Hill and received November 12, 2024. Our comments were made on the following documents:

- Peltier Ponds - Concept Plan prepared by James R. Hill, dated November 11, 2024.

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

Engineering

- **General**

The Peltier Ponds development includes 125 acres between 20th Avenue (CSAH 54) and Peltier Lake, south of Rehbein Street. The current conceptual project proposes 262 units and associated infrastructure. An AUAR was prepared for this area in 2005 and last updated in 2020. The future preliminary plat submittal will need to be in conformance with the AUAR.

- **Grading**

The Peltier Ponds Development includes site grading for the 262 units as well as extensions of Peltier Lake Drive, Gordon Avenue, Watermark Way and approximately six local streets that are yet to be named.

- **Stormwater Management**

Stormwater management for the Peltier Ponds Development has not yet been proposed and will need to be submitted for preliminary plat by the applicant. It is anticipated that the development will include a storm sewer conveyance, rear yard drainage, and ponding systems. The systems shall meet the City's and Rice Creek Watershed District's (RCWD) Stormwater Management requirements as well as the Northeast Lino Lakes Drainage Area Comprehensive Water Surface Management Plan (CWSMP - September 2018) requirements (Chapter 1011.011 Subpart 10b). Stormwater reuse will be required throughout the development for irrigation.

- **Water Supply**

The City's water supply system well firm capacity should meet or exceed its maximum day demand. This criteria is currently constrained by poor water quality in some wells, the White Bear Lake court orders and ongoing litigation, and annual variability in water use due to drought and other factors. Based on the water supply capacity and well trigger analysis completed in April 2024, excluding Well No. 2 due to poor water quality, if the City is able to add Well No. 7 then the system could serve approximately 7,300 households (about 1,400 households more than the existing 5,900 households) before Well No. 8 is needed. The final number of available households will need to be determined as the project progresses.

The City has begun conversations with the Minnesota Department of Natural Resources (DNR) about permitting Well No. 7 and is awaiting confirmation whether it can be constructed at this time given the ongoing White Bear Lake litigation.

Applicant to verify water pressure is adequate for all locations within the development. The watermain will need to be looped through the site and will need to include a 12-inch diameter trunk watermain stubbed to the north as identified in the Comprehensive Plan. All proposed units are required to be on the municipal water supply.

Water infrastructure for the Peltier Ponds Addition has not yet been designed and will need to be submitted for preliminary plat by the applicant. It is anticipated that the existing 12" DIP trunk main on Watermark Way will need to be extended west through the development northern boundary similar to what is shown in the City's 2040 Comprehensive Plan. A 12" stub will need to be extended to the north towards Rehbein's Peltier View. Otherwise, the development will include a water system with predominately 8- inch diameter ductile iron pipe (DIP) water main with 1-inch Type K copper services being extended to each lot. Water supply will need to be evaluated in conjunction with current pending DNR water appropriation approvals. Additional water stubs will be extended to the south.

The south portion of the development is in the City's Drinking Water Study Management Area and would be subject to those requirements.

- **Sanitary Sewer**

Sanitary sewer collection for the Peltier Ponds Development has not yet been proposed and will need to be submitted for preliminary plat by the applicant. It is anticipated that the existing 10- inch diameter poly-vinyl chloride (PVC) trunk main on Watermark Way will be extended west to serve the proposed addition. The remainder of the addition will need to be evaluated by the applicant as to whether a lift station as shown in the City's 2040 Comprehensive Plan is necessary. If necessary, the lift station will need to be oversized to accommodate the remaining sanitary sewer district 3H. Oversizing costs for the lift station will be credited by the City. The site will otherwise be served by 8- inch diameter main along with 4-inch Schedule 40 PVC service pipe to each lot. Additional sanitary sewer stubs will be extended to the north and south.

- **Transportation**

A general street layout has been proposed with the Concept Plan. The City of Lino Lakes' Comprehensive Plan requires neighborhood street connections. The applicant is showing connections with the right of way to Peltier Lake Drive and Gordan Avenue in the northwest portion of the development. The City's Engineering and Public Safety departments submit that the roadway connection to Peltier Lake Drive to the south shall be constructed to maintain continuity. The roads stubbed to the southern development limits will need to be evaluated for feasibility with future connections. A traffic study will be required and reviewed with the preliminary plat. An intersection evaluation for the intersection of Watermark Way and CSAH 54 should be conducted as required by Anoka County.

An emergency access to CSAH 54 is proposed to be installed at the north end of the private road stub. This access will be evaluated by the City's Fire Official for acceptance.

Trails and sidewalks

Trails are proposed extending from Peltier Lake in the southwest corner to the northeast corner of the development near the multifamily units as well as generally along the existing trunk storm sewer line from CSAH 54 to the center of the development.

Sidewalks are shown along one side of all of the public streets on the submitted Concept Plan. The abandoned segment of Peltier Lake Drive along the lake will need to be converted to a City Trail. A City trail will need to be installed along the west side of CSAH 54 for the length of the development. Additional trail and sidewalk segments may need to be included throughout the site at the direction of the City Planner.

- **Wetlands and Environment**

The project indicates that there are approximately 15.58 acres of wetland. A wetland replacement plan based on the impacts will need to be submitted, reviewed, and approved through RCWD and the City.

The site is located in the Wetland Management Corridor (WMC). Wetland buffers meeting minimum and average requirements will be required around all wetland areas following construction. Any disturbed buffer areas should be seeded with a seed mix containing native, non-invasive, species.

Review of the DNR's Natural Heritage Information System database indicates the potential presence of several protected species within and near the project area, including protected plant species. The applicant should coordinate with the DNR on the need for additional studies or surveys.

The applicant will need to conduct a Cultural Resource Assessment of the development site through SHPO.

- **Landscaping**

A Landscape Plan for the Peltier Ponds development has not yet been submitted. One will need to be submitted and reviewed by staff and the City's Environmental Coordinator. The Environmental Coordinator will provide separate comments. Screening will need to be provided on the east side of the multi-family units adjacent to CSAH 54.

- **Floodplain**

The southern portion of the Peltier Ponds development appears to be in the floodplain however, it does not appear that it is impacted by any proposed construction.

- **Drainage and Utility Easements**

Roadways are proposed within right-of-way and lots include standard drainage and utility easements. Larger drainage and utility easements will be required to be provided over any utilities outside the right of way and any surface water management features. The western 75' feet of CSAH 54 should be dedicated as right of way to Anoka County.

- **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 maintenance for public facilities in the Peltier Ponds development will be covered under the City's Programmatic Stormwater Management Agreement after the facilities have been installed and accepted by the City. Borrow areas / Lakes area will be maintained by the HOA.

- **Permits Required**

Required permits will be determined at the time of preliminary plat submittal. Potential permits may include some of the following and others:

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 District Permit

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, City Planner
From: Tom Hoffman, Environmental Coordinator
Date: November 26, 2024
Re: Environmental Comments – Peltier Ponds

Environmental Board had recommended the following at their November 26, 2024 meeting:

1. The buffer for wetland 10 appears to connect to the rear property line of lots 8 & 9 block 12. Where possible ensure buffers are met and expanded prior to private property to limit future encroachment from adjacent property owners.
 - a. Provide increased buffer widths around wetland where the trail is going past these locations. Buffers should be extended throughout the park land to provide pretreat of runoff before discharging to the wetlands.
 - b. Show buffers in between the trail and existing channel shown on the proposed plans.
 - c. All wetlands should be included in conservation easements.
 - d. This area is included in the RCWD wetland corridor plan. With future submittals impacts and mitigation of wetlands will be required.
 - i. Wetlands falling within the wetland corridor will require 50' buffers
2. The project will disturb more than an acre of soil and will be required to obtain an NPDES permit. Proof of permit shall be required before construction.
 - a. A SWPPP shall be required in additional submittals as required by the MPCA meeting sections 5.2-5.26
 - b. Final erosion and sediment control will be reviewed with future submittals
 - c. Redundant perimeter control will be required around all wetlands onsite where a 50' natural buffer cannot be maintained during construction. Redundant perimeter control should be spaced 3-5' apart.
3. Rice Creek Watershed District shows Anoka County Ditch 72 branch 1 running through the site. Verify the location and use of the ditch with the watershed. Ditch

location and drainage should be shown on the plan set if it is required to be maintained.

4. The project site is located with the I-35 E corridor AUAR. As part of the planning the AUAR mitigation checklist should be used.
 - a. This area is listed as an area of cultural significance and will need to be investigated.
5. Building setbacks to Peltier Lake should be shown on the plant set to confirm 150' setback requirements are met.
6. Confirm building heights, open space, and impervious cover within the shoreland area to confirm all requirements are being met.
7. Building height should be limited to a maximum of 36' or less in the shoreland zone. Confirm heights of buildings on future submittals.
8. Provide conservation easements over all wetland and open space in the development to ensure connectivity with existing and future development.
 - a. A contiguous path should be created from the lake extending east to 35E and beyond.
9. Retain 50' wide drainage & utility easement over trunk storm sewer.
10. Provide removal of dead ash trees within dedicated park and open space to limit maintenance required by the city once ownership is transferred.
11. Within the tree preservation plan break down the removals between the basic use area and where mitigation is required.
 - a. Stormwater BMP's are not included in the basic land use area. Currently removal of trees is being shown for stormwater ponding and would require mitigation.
12. Provide additional detail on stormwater management BMP's. Infiltration should be proposed where feasible based on soil types and depth of groundwater.
13. A stormwater treatment train that filters and treats stormwater runoff as it flows through the site should be developed. Any opportunities to incorporate natural treatment systems into the project should be encouraged.

14. Use of stormwater for irrigation purposes for the site should be evaluated and if feasible required as part of site development. Larger stormwater ponds constructed for fill should be evaluated for water reuse.
15. The southern portion of the site is within the Lino Lakes drinking water supply management area.
 - a. This area is considered moderately vulnerable, and considerations should be taken into account for the proposed project.



Anoka County
TRANSPORTATION DIVISION
Highway

Katie Larson
City of Lino Lakes
600 Town Center Pkwy
Lino Lakes, MN 55014

December 3, 2024

RE: Concept Plan – Peltier Ponds

Dear Katie,

We have reviewed the Concept Plan for Peltier Ponds to be located west of CSAH 54 (20th Avenue) across from Watermark Way within the City of Lino Lakes, and I offer the following comments:

- The proposed right of way along CSAH 54 is 75 feet west of centerline. There are also chamfers at Watermark Way mirroring the east side. This should be sufficient for future reconstruction purposes.
- We would like the traffic study to take a look at whether a roundabout/traffic signal will be warranted at the intersection of 20th Avenue/Watermark Way using future volumes.
- The right of access should be dedicated to Anoka County along CSAH 54 with exception for the proposed City Street and the proposed emergency access.
- The proposed emergency access onto CSAH 54 at the north end is acceptable to Anoka County. Exact details will be determined during the Engineering Review process.

Thank you for the opportunity to comment. Feel free to contact me if you have any questions regarding this review.

Sincerely,

Logan Keehr, PE
Traffic Engineer II

Our Passion Is Your Safe Way Home

1440 Bunker Lake Boulevard N.W. ▲ Andover, MN 55304-4005
Office: 763-324-3100 ▲ Fax: 763-324-3020 ▲ www.anokacounty.us/highway

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**CITY COUNCIL
WORK SESSION STAFF
REPORT ITEM NO. 7**

STAFF ORIGINATOR: Michael Grochala, Community Development Director

WORK SESSION DATE: January 6, 2025

TOPIC: I-35E/CRJ Interchange Right-of-Way transfer

BACKGROUND

Ramsey County continues to work toward completion of the plans and specifications of the I-35E/CRJ Interchange for proposed bid letting in spring of 2025. As discussed in August of 2024, staff is continuing to work with Anoka County, Ramsey County and MnDOT, regarding jurisdiction of the roadway between Centerville Road and 20th Avenue.

As previously explained, County Road J, between Centerville Road and Otter Lake Road is under the jurisdiction of multiple road authorities. The City of Lino Lakes, Anoka County, Ramsey County and Mn/DOT each share responsibility for certain portions of the roadway. The north half of CRJ, from Centerville Road to approximately 20th Avenue, is under the City's jurisdiction. The road is not currently on the City or County's municipal state aid system. However, all parties are proposing the use of state aid as part of the funding. We have been informed by Mn/DOT roadways cannot share Municipal and County State Aid Designations.

After considerable discussion Ramsey County is proposing to take over as the responsible road authority for this section. This would allow Ramsey County to designate this as a state aid roadway. City, County and DOT staff are working through the logistics of this transfer. At this time, it appears that City will need to transfer our roadway easement rights to Ramsey County. This likely will be done by granting Ramsey County a public road easement over the subject area.

Staff is continuing to work through this process and evaluate the potential impacts on funding. Staff anticipates bringing forward a document for consideration either in late January or early February.

REQUESTED COUNCIL DIRECTION

None required. Discussion only.

ATTACHMENTS

1. Interchange Layout

SP 6281-13 : I-35E / RAMSEY COUNTY ROAD J RECONSTRUCTION PROJECT

LEGEND

PROPOSED ROADWAY

PROPOSED SHOULDER

PROPOSED RAISED MEDIAN

PROPOSED BRIDGE

PROPOSED WALK

PROPOSED CURB AND GUTTER

SCALE IN FEET

100

LEGEND

PROPOSED ROADWAY

PROPOSED SHOULDER

PROPOSED RAISED MEDIAN

PROPOSED BRIDGE

PROPOSED WALK

PROPOSED CURB AND GUTTER

SCALE IN FEET

100



**CITY COUNCIL
WORK SESSION STAFF
REPORT ITEM NO. 8**

STAFF ORIGINATOR: Michael Grochala, Community Development Director

WORK SESSION DATE: January 6, 2025

TOPIC: Proposed Land Purchase, 7473 24th Avenue (Winter Property)

BACKGROUND

The City Council discussed the possible purchase of four properties located at 7473 24th Avenue at a special meeting on October 7, 2023. The parcels being considered are identified as Anoka County Parcel Identification Numbers 13-31-22-12-0002, 13-31-22-11-0001, 13-31-22-13-0002 and 13-31-22-14-0001 all located in Northeast Quarter of Section 13. The property is proposed to be used for the establishment of a certified wetland bank. Portions of the property will also be needed for right-of-way for the Otter Lake Road extension project.

The City Council discussed a draft purchase agreement at the December 2, 2024, work session and directed staff to continue negotiations with the property owner and bring back a purchase agreement for council consideration. Staff has reached an agreement with the property owners based on the City Council direction.

Purchase Parameters

- The City will purchase the 138.57 acres in the amount of \$2,425,000.00. To this amount will be added interest calculated at 5% APR from December 31, 2024, to the date of closing.
- Seller is responsible for payment of all deferred special assessments levied against the property. The City is responsible for interest accrued from December 31, 2024, to the date of closing.
- Closing is proposed for June 30, 2025. The City may extend the closing date two times by sixty (60) days.
- Property taxes on the property will be prorated by Seller and Buyer as of the closing date. The City will be responsible for green acres restoration fees if applicable.

- City is responsible for any crop damage occurring after April 1, 2025, because of any City work on the property. Rental income will be prorated between Seller and Buyer based on the date of closing.
- City will deposit \$10,000 in earnest money as of the effective date of the agreement. Earnest money is refundable if agreement terminated for causes outlined in the agreement, including objections to title, survey, testing, or inspections raised during the inspection period.
- The agreement is contingent on the City obtaining approval of a Mitigation Plan from the Minnesota Board of Water and Soil Resources (BWSR) and Army Corps of Engineers for establishment of a wetland bank on the site.

Funding for the purchase will be provided from an interfund loan. Proceeds from sale of land and wetland banking credits will repay the interfund loan.

REQUESTED COUNCIL DIRECTION

Staff is requesting City Council direction to place consideration to approve a purchase agreement on the January 13, 2025 agenda.

ATTACHMENTS

1. General Location Map



Winter Property
Project Area Map

0 300 600 1,200 Feet



10/31/2022

**CITY COUNCIL
WORK SESSION STAFF REPORT
ITEM NO. 9**

STAFF ORIGINATOR: David Pecchia, Interim City Administrator

WORK SESSION DATE: January 6, 2025

TOPIC: Public Safety Organization Update

Background

To minimize disruption to the Lino Lakes Public Safety Department during the transition period of Director Swenson's retirement and the completion of the City Gate analysis, I am proposing the following organization changes to the Lino Lakes Public Safety Department. This timeline will help strengthen the ability of the organization to maintain services to the community without interruption.

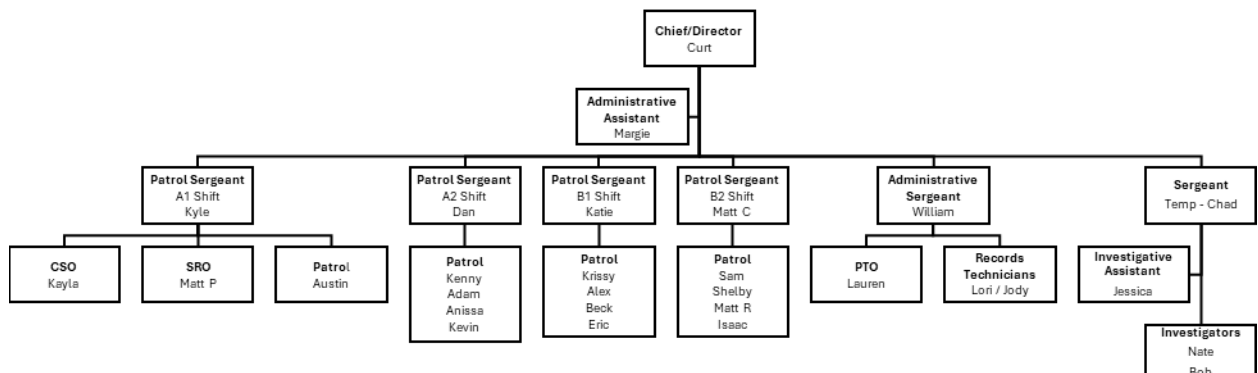
The Fire Division will be led by Interim Fire Chief L'Allier. The Fire Chief will report directly to the City Administrator.

- The fire department will be responsible for their training, hiring and background investigations. (These duties were formally completed by the Captain in the Department of Public Safety)

The Police Division will be led by Interim Public Safety Director Boehme.

- The former Deputy Director of Police will assume the patrol sergeant's position vacated by Interim Public Safety Director Boehme.
- The former Captain will assume the role of Administrative Sergeant which will entail supervising the administrative and investigative functions of the police department until the return of a patrol sergeant who is on worker's compensation leave.

The organizational chart will look as follows:



A-Shift	B-Shift	C-Shift	Investigations	SRO	Chief	PTO / Other
Kyle	Matt C	Eric	William	Matt P	Curt	Lauren – PTO
Dan	Katie	Shelby	Chad*			Jordan - Cadet
Adam	Krissy	Matt R	Nate			Zach - Cadet
Kenny	Alex	Isaac	Bob			Offer to Cadet
Anissa	Sam	Kevin				John - Retiring
Austin*	Beck					
6 Officers	6 Officers	5 Officers	4 Officers	1 Officer	1 Officer	5 Officers
28 Authorized Sworn Officers			Currently 23 (21*) available for solo patrol			

As you can tell by the organizational chart, we are implementing a flat organization to more efficiently and effectively communicate upcoming changes anticipated from the City Gate analysis, support patrol staff in delivering professional services in a cost-effective manner to the community and foster a collaborative work environment that empowers team members to enhance their ownership of the organization.

The former Deputy Director and Captain will retain their compensation; however, their authority will be consistent with the authority given to the other sergeants as outlined in the sergeant's job description. By creating a flat organization structure, the former Deputy Director and Captain will be afforded the opportunity to build upon their established relationships, repair trust, mentor, and share their knowledge with their teammates.

Timeline:

- January 6, 9:00 a.m. – City Administrator meets with Public Safety Director, Deputy Director of Police and Captain to discuss the changes to the organizational structure and their roles.
- January 6, 10:00 am – an email was sent to public safety staff notifying them of the changes.
- January 6, 6:30 p.m. – Present plan to the council.
- January 13, 6:30 p.m. – City Council appoints Curt Boehme as the Interim Public Safety Director.
- January 27 through January 31 – Interim Public Safety Director Boehme will job shadow Swenson.
- February 3 – Interim Public Safety Director Boehme will begin interim position.
- February 3 – City Gate draft information presented at work session meeting.
- February 5 – Police department meeting held to present and discuss direction of the organization.
- February 12 – Previously schedule department meeting.

Requested Council Direction

In conclusion, I have reviewed this organizational structure with City Gate, and they support the recommended structure and the reasoning for the changes. They have described the recommendations as consistent with the research they have performed and their preliminary findings.

If the City Council approves, I would like to place the appointment of Curt Boehme as Interim Public Safety Director on the January 13th Council agenda.