



## **CITY COUNCIL AGENDA**

**Monday, November 3, 2025**

**CITY COUNCIL WORK SESSION, 6:00 P.M., COMMUNITY ROOM**  
**Mayor Rafferty, Councilmembers Lyden, Stoesz, Ruhland and Cavegn**

1. Call to Order and Roll Call
2. Setting the Agenda: Addition or Deletion of Agenda Items
3. 2026 Public Improvement Project Financing, Michael Grochala
4. Lino Lakes Dealership and Offices - Motor Vehicle Sales Lot Conditional Use Permit, Katie Larsen
5. ATV / Golf Carts on Public Streets, Curt Boehme
6. Amendment to Endurance Fitness, Professional Management Services and Fitness Center Agreement, Rick DeGardner
7. Metropolitan Council 2050 System Statement, Michael Grochala
8. 2026 Fee Schedule, Roberta Colotti
9. Administration Update, Karen Anderson
10. Notices and Communications

**ADJOURNMENT**

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

**STAFF ORIGINATOR:** Michael Grochala

**WORK SESSION DATE:** November 3, 2025

**TOPIC:** 2026 Public Improvement Financing

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**BACKGROUND**

Following discussion with the City Council at the October 20, 2025, work session staff has worked with Ehlers and Associates to determine a preferred funding package for the 2026 Improvement Projects. As discussed, the City is proposing to complete both the Otter Lake Road Extension project and the Public Works Building construction in 2026.

Ehlers and Associates will present an overview of the proposed financing for each project at the meeting. Issuance of bonds will not take place until Spring of 2026. However, the City Council will be considering a reimbursement resolution (Declaration of Intent to Reimburse with Bond Proceeds) at the November 10, 2025, regular meeting. This will allow for reimbursement of hard costs, such as land or materials, incurred prior to bond issuance.

**REQUESTED COUNCIL DIRECTION**

Staff is requesting direction to move forward with the financing plan as proposed.

**ATTACHMENTS**

1. None

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

**STAFF ORIGINATOR:** Katie Larsen, City Planner

**DATE OF WORK SESSION:** November 3, 2025

**TOPIC:** Lino Lakes Dealership and Offices (7920 Lake Drive) - Motor Vehicle Sales Lot Conditional Use Permit

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**BACKGROUND**

At the Work Session, staff will present the November 10, 2025 Council staff report.

The applicant, Tyler Heubsch, submitted a land use application for Lino Lakes Dealership and Offices. The proposed development is a motor vehicle sales lot and office building. The property address is 7920 Lake Drive.

**REQUESTED COUNCIL DIRECTION**

None. Discussion only.

**ATTACHMENTS**

1. November 10, 2025 Council Staff Report

**CITY COUNCIL  
REGULAR MEETING STAFF REPORT  
AGENDA ITEM 9B**

**STAFF ORIGINATOR:** Katie Larsen, City Planner

**MEETING DATE:** November 10, 2025

**TOPIC:** Lino Lakes Dealership and Offices (7920 Lake Drive)  
i. Resolution No. 25-153 Approving Motor Vehicle Sales Lot Conditional Use Permit  
ii. Resolution No. 25-154 Approving Site Improvement Performance Agreement

**VOTE REQUIRED:** Simple Majority

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**INTRODUCTION**

The applicant, Tyler Heubsch dba Dealer Units, submitted a land use application for Lino Lakes Dealership and Offices. The proposed development is a motor vehicle sales lot and office building. The property address is 7920 Lake Drive.

Tentative Review Schedule:

Complete Application Date:	September 10, 2025
60-Day Deadline:	November 9, 2025
Environmental Board Meeting:	September 24, 2025
Park Board Meeting:	N/A
Planning & Zoning Board Meeting:	October 8, 2025
City Council Work Session:	November 3, 2025
City Council Meeting:	November 10, 2025

**BACKGROUND**

The Land Use Application is for the following:

- Conditional Use Permit
  - Motor Vehicle Sales Lot
- Site & Building Plan Review

This staff report is based on the following information:

- Narrative prepared by Tyler Heubsch dated August 11, 2025
- Certificate of Survey prepared by EG Rud & Sons, Inc. dated July 24, 2025
- Civil Plan Set prepared by Plowe Engineering revised October 21, 2025
- Landscape Plan prepared by Calyx Design Group revision date October 22, 2025
- Architectural Plans prepared by Thielen & Green revision date October 21, 2025
- Photometric Plan prepared by AidElectric Corporation dated October 15, 2025
- Site Drainage Narrative prepared by Plowe Engineering Inc revision date October 21, 2025
- Geotechnical Exploration Report prepared by Haugo GeoTechnical Services dated August 27, 2025
- Traffic Study prepared by SSTS LLC dated October 21, 2025

This Council staff report provides edits to the October 8, 2025 Planning & Zoning staff report. Changes are either narratively described or shown as strikethrough (deletions) or underlined (additions).

## **ANALYSIS**

### **Existing Site Conditions**

The 2.8 acre lot is a vacant commercial site located at the southeast corner of Lake Drive and Kelly Street. It is legally described as Lot 1, Block 2, Pine Glen, an existing subdivision platted in 2006. A regional stormwater pond exists in the southeast corner of the site.

### **Zoning and Land Use**

The lot is zoned GB, General Business. A motor vehicle sales lot requires a conditional use permit.

The lot is guided commercial per the City's 2040 Comprehensive Plan.

<b>Current Zoning</b>	GB, General Business
<b>Existing Land Use</b>	Vacant Commercial
<b>Future Land Use per 2040 Comp Plan</b>	Commercial
<b>Utility Staging Area</b>	1A=2018-2025

### **Surrounding Zoning and Land Use**

Direction	Zoning	Existing Land Use	Future Land Use
North	GB, General Business	Commercial	Commercial
South	GB, General Business	Commercial	Commercial
East	R-1X, Single Family Executive	Single Family Residential	Low Density Residential
West	R-3, Medium Density	Vacant Rural Residential	Medium Density

### Subdivision Ordinance

This is an existing lot of record (Lot 1, Block 2, Pine Glen). There are no new lots being created; therefore, there is no new subdivision. Park dedication fees were collected with the Pine Glen plat and no additional fees are required.

### Site and Building Plan Review

The attached Site and Building Plan Review Worksheet was completed for the lot and building to determine zoning code compliance regarding lot sizes, setbacks, architecture, lighting, and off-street parking. In general, the proposed development is compliant with minor revisions as noted.

A conditional use permit (CUP) is required in the GB, General Business District for a motor vehicle sale lot. The CUP conditions will be discussed later in this report.

#### *Site Plan*

The lot area is 121,566 sf (2.8 acres). The front lot line is Lake Drive; however, access will be from two (2) driveways along Kelly Street. An existing stormwater basin is located in the southeast and east areas of the site. A new infiltration basin is proposed along Lake Drive south of the parking lot. An 8ft tall screen fence is proposed along the east lot line adjacent to the residential lot.

The required setback from residential property is 35ft. The parking lot and lighting poles are 50ft from the east residential lot line which exceeds the requirement.

The building footprint is approximately ~~8,010~~ 8,410 sf and has 37 offices, one (1) garage for parking, and two (2) conference rooms.

#### *Parking Spaces*

The site has ~~119~~ 109 surface parking spaces and 1 garage parking space for a total of ~~120~~ 110 parking spaces. The commercial building proposes 2 different potential uses, offices and motor

vehicles sales lot. The following summarizes the three (3) applicable parking space requirements.

Per City Code Section 1007.052(6):

1. Office Buildings: 1 space for each 200 square feet of floor area.
  - ~~8,010~~ 8,410 gross floor area x 10% = ~~7,209~~ 7,569 sf floor area
  - ~~7,209~~ 7,569 sf floor area/200 sf = ~~36~~ 38 spaces required

This leaves ~~84~~ 72 parking spaces for motor vehicle sales (~~120-36=84~~ 110-38=72). Per the applicant and state dealership license requirements, each motor vehicle dealer is required to have a minimum of 5 parking spaces. This equates to ~~17~~ 14 offices dedicated to motor vehicle sales (~~84/5=17~~ 72/5=14).

2. Motor Vehicle Sales Lot: 1 space for each 250 square feet of floor area of the building plus 1 space per each 2,000 square feet of gross land area.
  - ~~7,209~~ 7,569 sf floor area/250 sf = ~~29~~ 30 spaces required
  - ~~121,532~~ 121,566 sf land area/2,000 = 61 spaces required
    - Total = ~~90~~ 91 spaces required

Per City Code Section 1007.132(8):

3. Motor Vehicle Sales Lot: 380 square feet of sales area per vehicle exclusive of required parking areas
  - 43,800sf sales area (parking lot)/380 sf = 115 vehicles
  - # parking spaces provided = 110
  - Required office parking areas = ~~36~~ 38 parking spaces
    - Total required = ~~79~~ 72 parking spaces for vehicle sales

In summary, the proposed ~~120-109~~ parking spaces and one (1) garage bay exceed requirements for both office and motor vehicle sales uses. Staff recommends limiting parking spaces for motor vehicle sales to ~~84-72~~ but this number could change based on plan revisions.

### *Architectural Plans and Exterior Building Materials*

The building footprint is approximately ~~8,010~~ 8,410 sf and has 37 offices, one (1) garage bay for parking, and two (2) conference rooms.

The exterior materials include brick, glass, cultured stone, rock faced block and EIFS. Colors as shown on Sheet EX03 are red, brown, and tan. The exterior materials, colors, and percentages are compliant with performance standards.

The building height is 22ft which is less than that maximum 45 ft allowed.

An interior mechanical room is proposed. ~~Any~~ Exterior mechanical equipment ~~shall be~~ has been screened per ordinance.

#### *Grading Plan and Stormwater Management*

Per the City Engineer Memo dated October 1, 2025:

Stormwater management for 7920 Lake Drive site consists of constructing infiltration basins on the east and west sides of the site.

Pre- and Post- Development Discharge Rates (cfs)				
Condition	2-Year	10-Year	100-Year	10-Day Snowmelt
Existing*	0.84	1.81	5.21	Not required
Proposed	0.78	1.55	5.43	Not required

Additional comments/revisions are noted in the attached City Engineer memo.

An additional drainage and utility easement is required for the infiltration basin. This easement will be dedicated and recorded by a separate document.

#### *Public Utilities*

The commercial building will be municipally served by an 8" sanitary sewer main and 12" watermain along Kelly Street.

#### *Tree Preservation, Mitigation Standards and Landscaping*

Per the September 24, 2025 Environmental Board staff report:

A tree preservation plan was required for this project. There are 17 existing onsite trees, as part of the project 4 will be removed. The 4 trees to be removed are within the Basic Use Area and do not require replacement.

Foundation landscaping requirement are 2 large trees + 4 large shrubs per 100lf of building facing public roads. The site has 403 lf of foundation frontage requiring 8 trees and 24 shrubs.

The plans show 25 shrubs meeting the requirements but only 2 large trees (4 medium trees) being proposed. Based on the design of the building with office frontage and doors to the sidewalk, additional tree planting is not feasible. City Code section 1007.049 4(d) states the city may allow flexible planting locations where service areas or other constraints make the standards difficult to meet. Staff believe this is the case in this situation.

Open area landscape requirements are 1 large tree + 2 shrubs per 2,500sf of open space. The proposed development has 7,621sf of open space requiring 3 trees + 6 shrubs. Currently 29 trees and 126 shrubs are being proposed, meeting the requirement.

Vehicular hardscape canopy coverage is required for commercial properties. When fully matures tree cover is required to provide canopy coverage for 40% of the hardcover. Based on the proposed plans 16,940 sf of coverage is required. The proposed plan shows 17,150sf of coverage. Coverage is being met primarily by trees within 7' of the vehicular hardscape. 50% of the canopy square footage is given credit for trees within 7' of the edge. There are also interior islands with tree cover that receive 100 % of the canopy coverage.

### **Signage**

A separate Sign Permit Application with detailed sign information is required for any permanent or temporary signage. Sheet EX01, Conceptual Site Plan shows a monument sign in the northwest corner of the lot.

### **Impervious Surface Coverage**

The allowed maximum impervious surface coverage per lot in the GB, General Business District is 75%. Sheet C1, Site Plan indicates the site is 46% impervious. This requirement is met.

### **Traffic Study**

In August 2020, Anoka County Highway Department completed a CSAH 23 Preliminary Traffic Analysis from Lexington Avenue to Main Street. The analysis included the intersection of CSAH 23 (Lake Drive) and Kelly Street. The proposed commercial development is consistent with that plan.

The commercial development meets the requirements for level of service (LOS). Intersections currently operate at an overall Level of Service (LOS) A. Build condition overall LOS will continue to operate at a level A. Existing roads and intersections providing access to the development have the structural capacity to accommodate projected traffic from the proposed development.

### **EQB Environmental Review**

An environmental review is not required for the existing commercial lot and proposed development.

### **Wetlands**

There are no wetlands on site.

## **Shoreland District**

The site is not located in the Shoreland District.

## **Floodplain**

There is no FEMA floodplain on site.

## **Additional City and Government Agency Review Comments**

- Anoka County Highway Department reviewed the commercial development and had no further comments.
- The Fire Department provided the following comments:
  1. An apparatus turning radius diagram for the parking lot shall be submitted.
  2. There cannot be a fence or other obstruction between the hydrant at the corner of Lake Dr. and Kelly St. and the building. We do not want to shut Kelly St. down if there is an incident.
- The Police Department did not have any comments.
- The Environmental Board reviewed the development proposal at their September 24, 2025 meeting and recommended approval with minor revisions.
- The Planning & Zoning Board held a public hearing on October 8, 2025. There were no public comments. The Board recommended approval with the conditions as noted in the staff report and added the following:
  - Define the dimmed light level
  - Limit vehicle sales to passenger vehicles only
  - Define maintenance free fence materials

## **Agreements**

### *Stormwater Maintenance Agreement*

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

### *Development Agreement*

A Development Agreement is not required because this is an existing lot of record, not a subdivision.

#### *Site Improvement Performance Agreement*

A Site Improvement Performance Agreement shall be executed prior to construction.

### **Comprehensive Plan**

The Lino Lakes Dealership and Offices commercial development is consistent with the goals and policies of the comprehensive plan regarding land use, housing, economic development, transportation, local water management plan, sanitary sewer, water supply and parks, greenway and trails.

#### *Land Use Plan*

The 2040 Comprehensive Plan guides the lot for commercial use. Lino Lakes Dealership and Offices is consistent with commercial land use.

#### *Housing Plan*

The goals and policies of Housing Plan are not negatively impacted by the commercial development.

#### *Economic Development*

Lino Lakes Dealership and Offices supports the City's economic development plan.

#### *Transportation Plan*

Goals of the Transportation Plan are to ensure that street and roads are as safe as possible and to reduce unnecessary traffic. CSAH 23 (Lake Drive) is an A-Minor Arterial Reliever county road. Kelly Street is a local road. The exiting road system can accommodate the traffic generated by the commercial development.

#### *Local Water Management Plan*

The purpose of the water management program is to protect, preserve, and use natural surface and groundwater storage and retention systems and prevent erosion of soil into surface water systems. The commercial development will construct stormwater management BMP's such as curb, gutter, and stormwater ponds.

#### *Sanitary Sewer Plan*

The goal of the sanitary sewer plan is to maintain the city's residents and businesses with an affordable and safe sanitary sewer system. The commercial development will be served by an affordable and safe sanitary sewer system.

#### *Water Supply Plan*

A goal of the water supply plan is to provide residents and businesses with affordable potable water that is safe and of high quality for daily consumption and fire demand. The commercial development will be served with a safe and high quality water supply.

#### *Parks, Greenways and Trails*

A goal and policy of the parks, greenways and trails plan is to continue to development and fund recreational activities in the City. A trail easement will be required along Lake Drive for future trail construction.

#### **Findings of Fact**

The findings of fact are detailed in the attached resolution.

#### **RECOMMENDATION**

Staff and Planning & Zoning Board recommend approval of the Lino Lakes Dealership and Offices conditional use permit with conditions as detailed in Resolution No. 25-153.

#### **ATTACHMENTS**

1. Site Location & Aerial Map
2. Applicant Narrative
3. Civil Plan Set
4. Landscape Plans
5. Architectural Plans
6. Photometric Plan
7. City Engineer Memo dated October 31, 2025
8. Environmental Coordinator Memo dated October 29, 2025
9. Site and Building Plan Review Worksheet
10. Resolution No. 25-153 Approving Conditional Use Permit
11. Resolution No. 25-154 Approving Site Improvement Performance Agreement
12. Site Improvement Performance Agreement

# Lino Lakes Dealership & Offices



1 in = 200 Ft

Address Labels

Parcels



## 2. Applicant Narrative

**Business Name:** Tyler Heubsch DBA Dealer Units

**Address:** 7920 Lake Drive, Lino Lakes, MN 55014

**Prepared For:** City of Lino Lakes – Commercial Site Plan Review & CUP

**Date:** 8/11/2025

### Business Description:

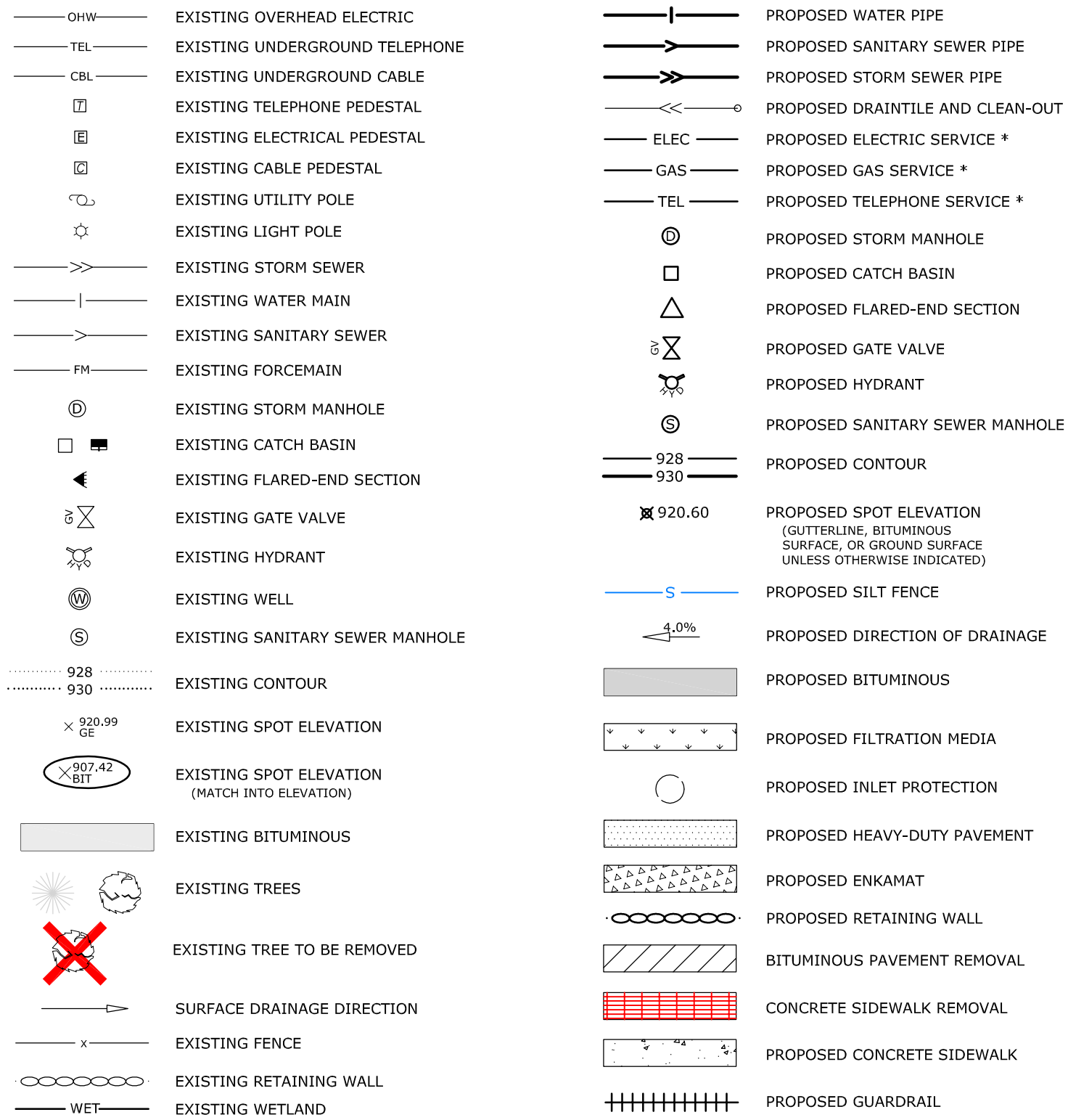
It is a building designed for independent dealerships and or office space for general businesses. The zoning would give the capability to utilize the office space for individual dealers who have their own LLC through the state. Each dealership can have as many employees as they wish but will need the office space required for it. With each exterior office there will be 5 additional parking spots which fits the legal requirements to operate a dealership in Minnesota. They can buy and sell as many cars as they wish as long as they abide by the rules of which they can't put more cars on the lot other than where their 5 designated spaces are. Each dealership/ business will have their own signage with operating hours and contact information on their door and or parking spots. Customers would meet at this building to sign all paperwork necessary to finalize any purchase towards a vehicle. Each dealership can operate their business any way they wish as long as all requirements are met and honored. This would be the primary location where each business would operate. These offices are intended for small independent businesses to meet all legal requirements to obtain a license and legally sell vehicles. It also would give them access to private auctions to help get inventory. Per state law, no dealership can operate their business on Sundays which includes absolutely no sales of any kind.

For example: my dealership is Key Motors which is solely owned and operated by myself, Tyler Huebsch. You can see in the picture where my information is right above my office door along with other independent dealers. This is an idea of what each office would look like on the exterior too. This is my current office in Ramsey.



# **LINO LAKES DEALERSHIP + OFFICE** **TITLE SHEET, LEGEND, EXISTING CONDITIONS & REMOVAL PLAN** **LINO LAKES, MINNESOTA**

## LEGEND \*



## GENERAL NOTES

THE INFORMATION SHOWN ON THESE DRAWINGS CONCERNING TYPE AND LOCATION OF EXISTING UTILITIES IS NOT GUARANTEED TO BE ACCURATE OR ALL INCLUSIVE. THE CONTRACTOR IS RESPONSIBLE FOR MAKING HIS OWN DETERMINATION AS TO TYPE AND LOCATION OF UTILITIES AS NECESSARY TO AVOID DAMAGE TO THESE UTILITIES.

CALL "811" FOR EXISTING UTILITIES LOCATIONS PRIOR TO ANY EXCAVATIONS.

THE CONTRACTOR SHALL FIELD VERIFY SIZE, ELEVATION, AND LOCATION OF EXISTING SANITARY SEWER, STORM SEWER, AND WATER MAIN AND NOTIFY ENGINEER OF ANY DISCREPANCIES PRIOR TO THE START OF INSTALLATIONS.

INSTALLATIONS SHALL CONFORM TO THE CITY STANDARD SPECIFICATIONS AND DETAIL PLATES.

ALL UTILITIES THAT WILL BE OWNED AND MAINTAINED BY THE CITY AFTER CONSTRUCTION SHALL BE BUILT TO CITY STANDARDS.

THE CONTRACTOR SHALL NOTIFY CITY PUBLIC WORKS DEPARTMENT A MINIMUM OF 24 HOURS PRIOR TO THE INTERRUPTION OF ANY SEWER OR WATER SERVICES TO EXISTING HOMES OR BUSINESSES.

THE CONTRACTOR SHALL OBTAIN A RIGHT-OF-WAY PERMIT FROM THE CITY PRIOR TO ANY WORK.

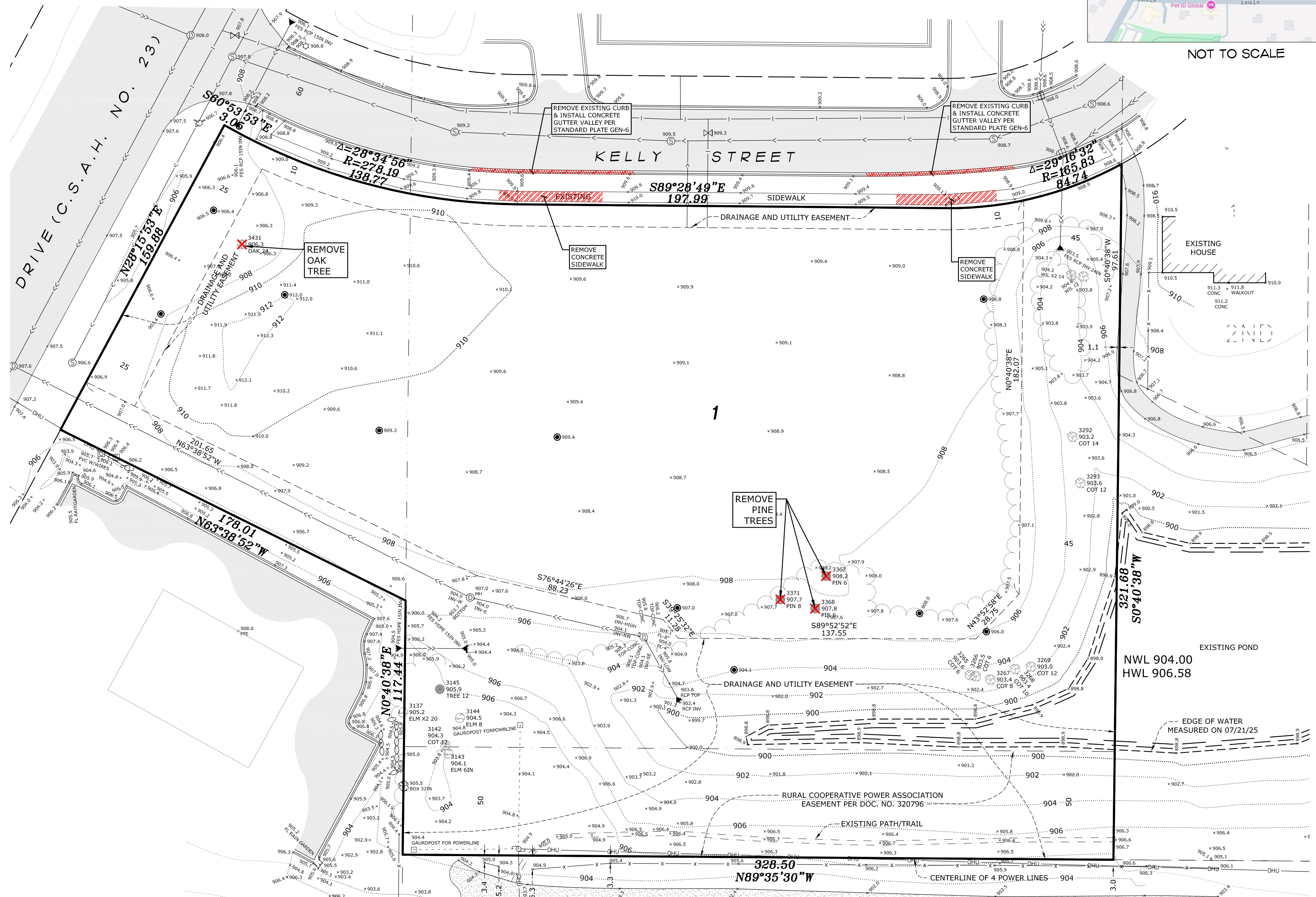
STORAGE OF MATERIALS OR EQUIPMENT SHALL NOT BE ALLOWED ON PUBLIC STREETS OR WITHIN PUBLIC RIGHT-OF-WAY.

NOTIFY CITY A MINIMUM OF 48 HOURS PRIOR TO THE COMMENCEMENT OF CONSTRUCTION.

ALL ELECTRIC, TELEPHONE, AND GAS EXTENSIONS INCLUDING SERVICE LINES SHALL BE CONSTRUCTED TO THE APPROPRIATE UTILITY COMPANY SPECIFICATIONS. ALL UTILITY DISCONNECTIONS SHALL BE COORDINATED WITH THE APPROPRIATE UTILITY COMPANY.



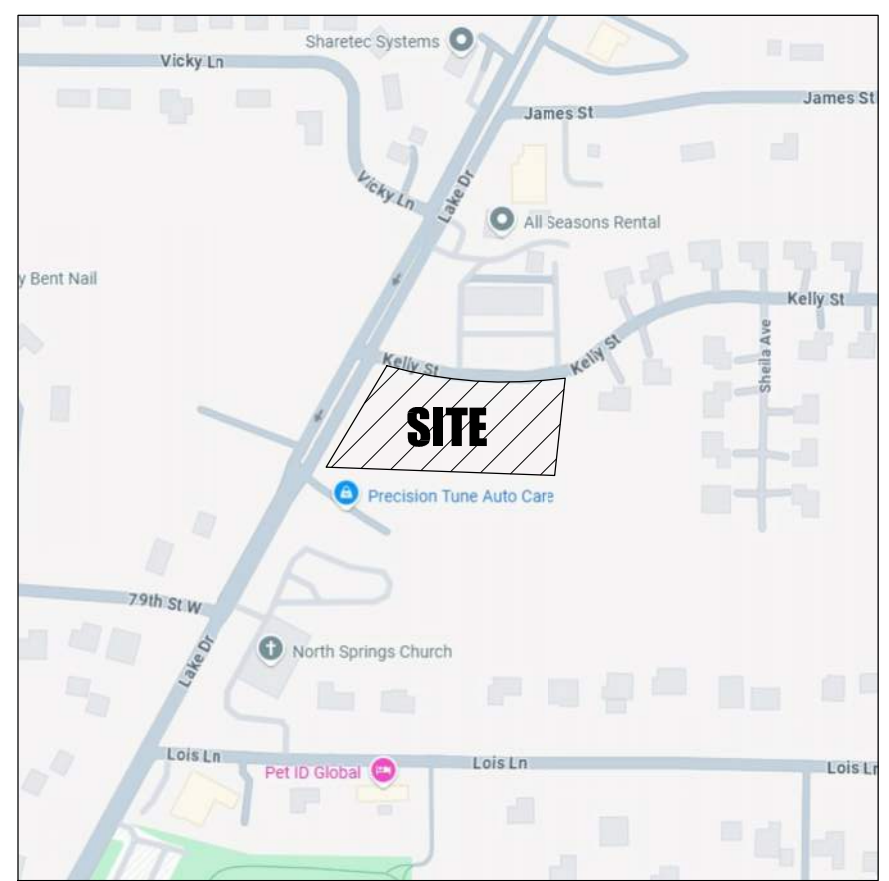
**below.**  
**Call before you dig.**



## SHEET INDEX

C0	TITLE SHEET, LEGEND, EXISTING CONDITIONS, & REMOVAL PLAN
C1	CIVIL SITE PLAN
C2.1	GRADING, DRAINAGE & EROSION CONTROL PLAN
C2.2	ENTRANCE & FUTURE TRAIL PLAN
C3	UTILITY PLAN
C4.1 - C4.3	DETAILS & NOTES
C5.1 - C5.2	STORM WATER POLLUTION PREVENTION PLAN
C6	TREE INVENTORY & PRESERVATION PLAN
C7	FIRE TRUCK TURNING PLAN

### VICINITY MAP



NOT TO SCALE

[illegible]

I hereby certify that this plan 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.

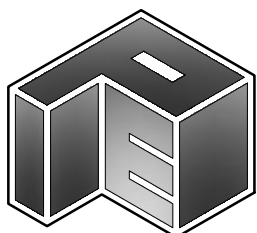
QASEM M. ABUGHAZLEH  
DATE: 10.21.2025 LIC. NO. 56299

# INO LAKES DEALERSHIP + OFFICE

## LINO LAKES, MINNESOTA

TITLE SHEET, LEGEND, EXISTING  
CONDITIONS, AND REMOVAL PLAN

PREPARED FOR:  
TYLER HUEBSCH



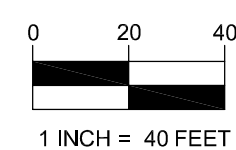
**SITE PLANNING  
& ENGINEERING**

**PLOWE**  
**ENGINEERING, INC.**

6776 LAKE DRIVE  
SUITE 110  
LINO LAKES, MN 55014

PHONE: (651) 361-8210  
FAX: (651) 361-8701

## NORTH



CO

SITE AREA	= 121,566 SF (2.791 ACRES)
PROPOSED BUILDING	= 8,410 SF (0.193 ACRES)
NEW IMPERVIOUS (OTHER)	= 47,536 SF (1.091 ACRES)
TOTAL IMPERVIOUS AREA	= 55,946 SF (46.02%)
TOTAL PERVIOUS AREA	= 65,620 SF (53.98%)

**PROPERTY OWNER**

SKIP AND TERRI COOK  
7920 LAKE DR  
LINO LAKES, MN 55014

CONTACT NAME: SKIP COOK  
CONTACT PHONE: (612) 750-4767  
CONTACT E-MAIL: CODYCOOK2498@GMAIL.COM

**DEVELOPER**  
 TYLER HUEBSCH DBA  
 10731 HAWTHORN TRAIL  
 WOODBURY, MN 55129

CONTACT NAME: TYLER HUEBSCH  
 CONTACT PHONE: (651) 442-9334  
 CONTACT E-MAIL: TJHUEBSCH@GMAIL.COM

**CIVIL ENGINEER**  
**PLOWE ENGINEERING**  
**6776 LAKE DR NE**  
**LINO LAKES, MN 55014**

CONTACT NAME: MOHAMMAD ABUGHAZLEH  
CONTACT PHONE: (651) 361-8237  
CONTACT E-MAIL: MOE@PLOWE.COM

**GENERAL CONTRACTOR**

CLASSIC CONSTRUCTION  
18542 ULYSSES ST. NE  
EAST BETHEL, MN 55011

CONTACT NAME: KRISTIN ERICKSON  
CONTACT PHONE: (763) 434-8870  
CONTACT E-MAIL: KRISTIN@CLASSICCONSTRUCTIONINC.NET

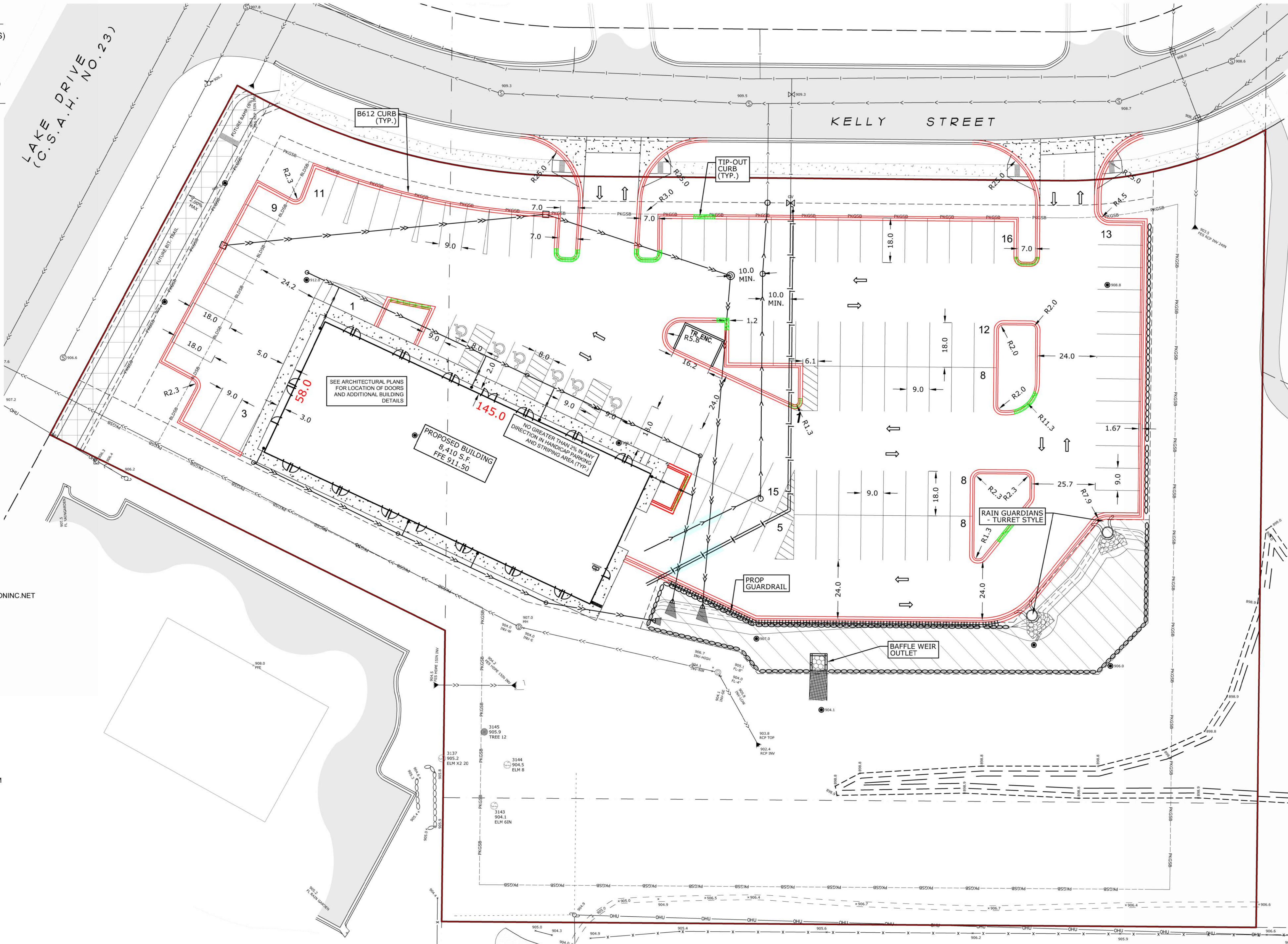
**ARCHITECT**  
THIELEN & GREEN  
7455 VILLAGE DRIVE STE. 110  
LINO LAKES, MN 55014

CONTACT NAME: KRIS THIELEN  
CONTACT PHONE: (763) 553-7927  
CONTACT E-MAIL: KMT@TANDGARCH.COM

**LANDSCAPE ARCHITECT**

CALYX DESIGN GROUP  
475 CLEVELAND AVE. NORTH SUITE 101A  
ST. PAUL, MN 55104

CONTACT NAME: BEN HARTBERG  
CONTACT PHONE: (651) 788-9018  
CONTACT E-MAIL: BEN@CALYXDESIGNGROUP.COM



# SITE PLAN 7920 LAKE DRIVE

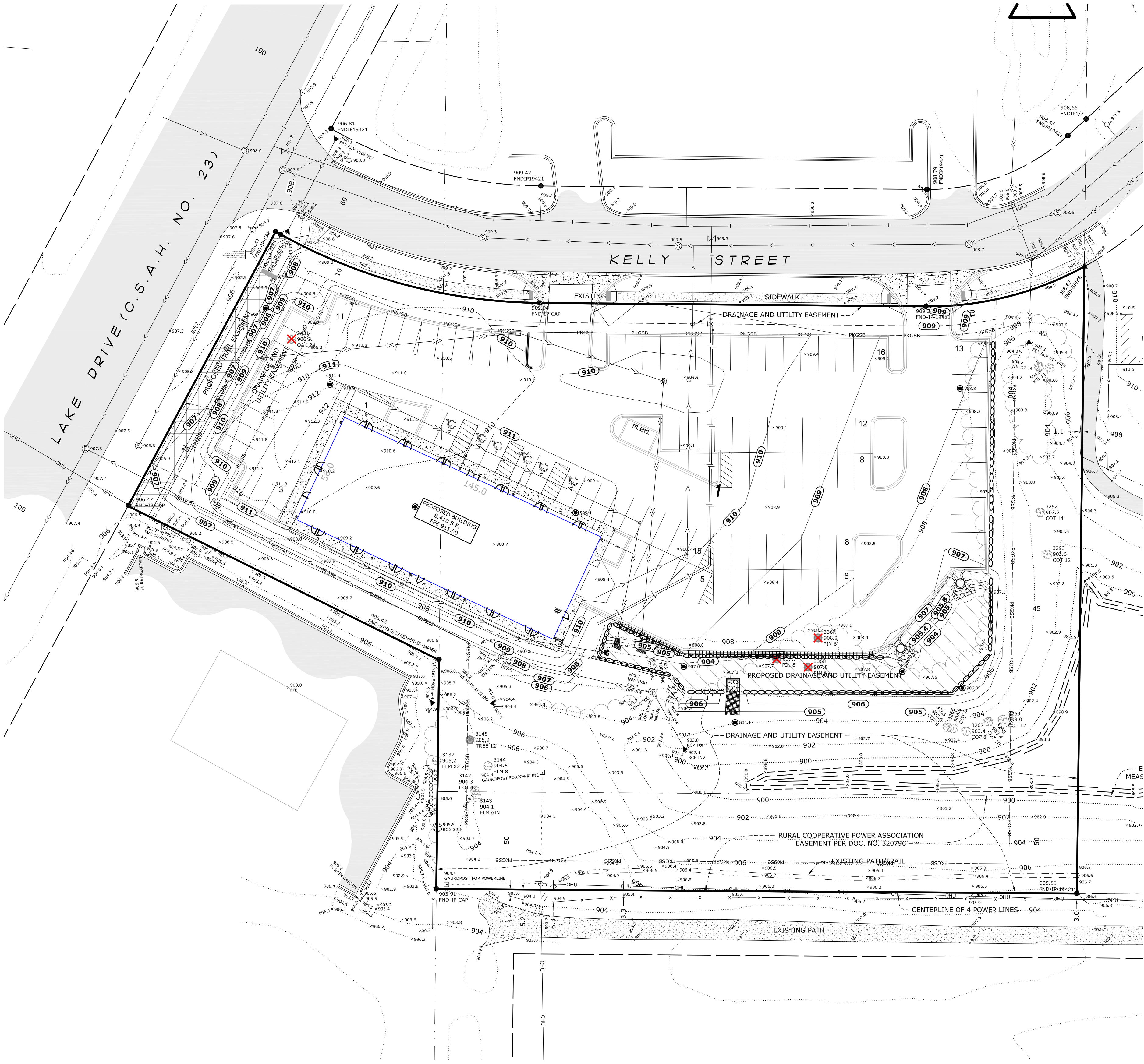
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TREE INVENTORY & PRESERVATION PLAN



TREE DETAIL

- DENOTES POINT NUMBER
  - DENOTES ELEVATION
  - DENOTES TREE QUANTITY
  - DENOTES TREE SIZE IN INCHES
  - DENOTES TREE TYPE
- ✗ DENOTES TREE TO BE REMOVED

TAG #	SPECIES	CALIPER	TREE TO BE REMOVED
3137	ELM	20	
3137	ELM	20	
3142	COTTONWOOD	12	
3143	ELM	6	
3144	ELM	8	
3145	TREE	12	
3265	COTTONWOOD	6	
3266	COTTONWOOD	6	
3267	COTTONWOOD	8	
3268	COTTONWOOD	10	
3269	COTTONWOOD	12	
3292	COTTONWOOD	14	
3293	COTTONWOOD	12	
3367	PINE	6	X
3368	PINE	6	X
3371	PINE	8	X
3431	OAK	24	X

DRAWN BY:	DESIGN BY:
M.Q.A.	Q.M.A.
CHKD BY:	PROJ. NO.
M.Q.A.	25-2210
ORIGINAL DATE:	
AUGUST 1, 2025	

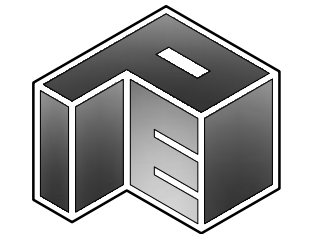
DATE	REVISION DESCRIPTION

I hereby certify that this plan 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.

**QASEM M. ABUGHAZLEH**  
DATE: 10.21.2025 LIC. NO. 56299

**LINO LAKES DEALERSHIP + OFFICE**  
**LINO LAKES, MINNESOTA**  
TREE INVENTORY & PRESERVATION PLAN

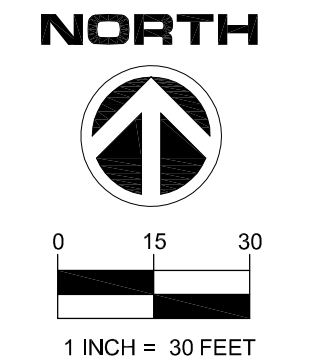
PREPARED FOR:  
TYLER HUEBSCH



SITE PLANNING & ENGINEERING

**PLOWE**  
**ENGINEERING, INC.**

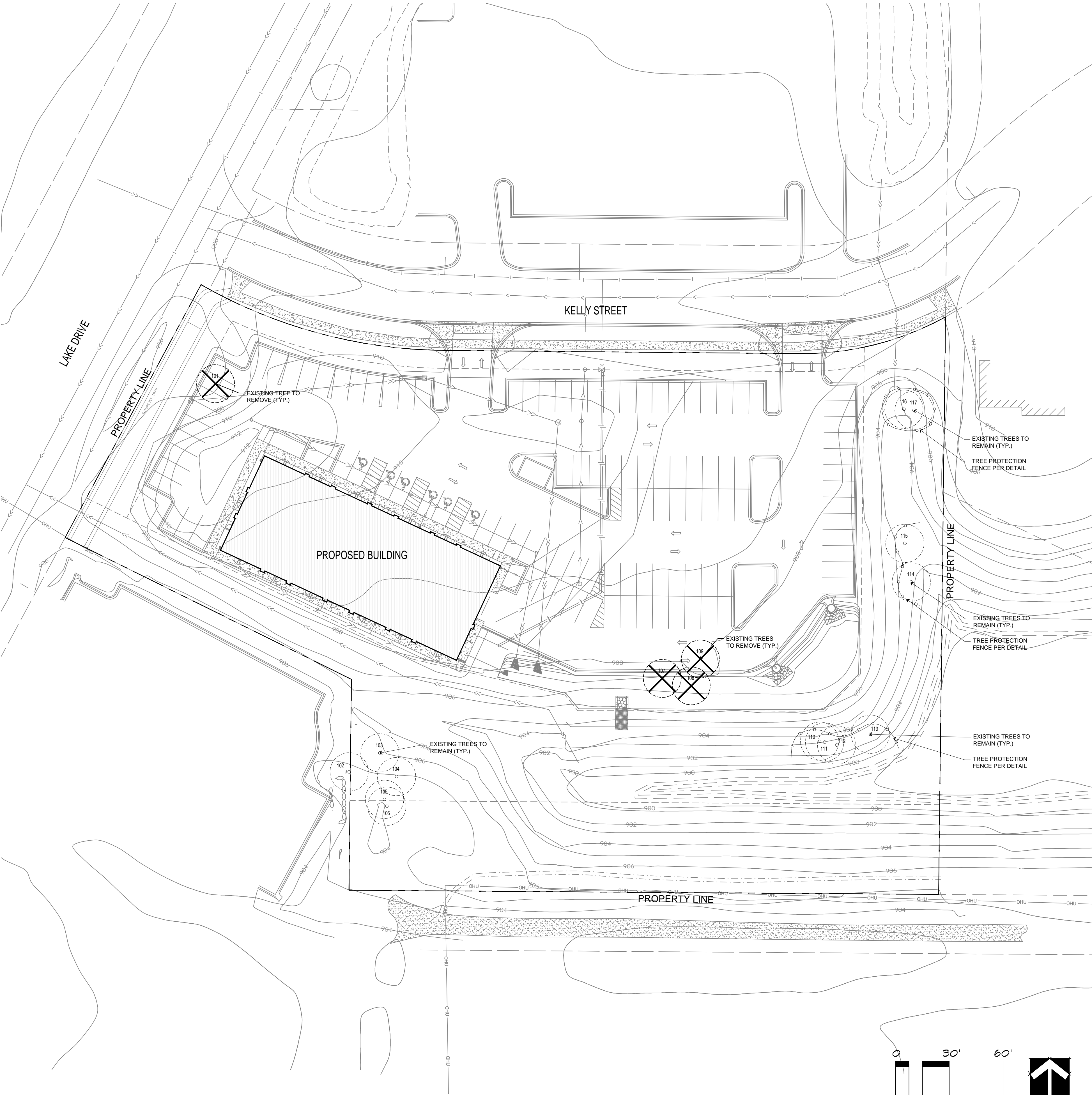
6776 LAKE DRIVE  
SUITE 110  
LINO LAKES, MN 55014  
PHONE: (651) 361-8210  
FAX: (651) 361-8701



**C6**

TREE INVENTORY & PRESERVATION PLAN  
7920 LAKE DRIVE





TREE PRESERVATION PLAN:

LANDSCAPE MATERIALS LEGEND:

Existing Tree to Remain

Existing Tree to Remove

Tree Protection Fence

Existing Wooded Area to Remain

GENERAL NOTES:

1. Refer to Civil Engineer's plans for site plan layout, dimensions, grading, drainage and concrete specifications.
2. Contractor to Coordinate all work with Owner.
3. Protect adjacent areas from damage during construction.
4. See written specifications for additional requirements.
5. Place topsoil or slope dressing on all areas disturbed by construction, including right-of-way boulevards, unless specified otherwise. See specifications.
6. All fine grading of turf areas shall be the responsibility of the sod sub-contractor(s), including sub-cut work. Field verify disturbance upon mobilization - actual sod areas may differ from anticipated limits shown on plan.
7. See Civil Engineer's Plans for proposed grading & utilities.
8. See Sheet L1.0 for Tree Preservation Plan
9. See Sheet L1.1 for Landscape Plan
10. See Sheet L1.2 & L1.3 for Landscape Details, Notes, and Schedules.
11. See Sheet L1.4 for Irrigation Coverage Plan

CITY OF LINO LAKES, MN TREE PRESERVATION REQUIREMENTS:

§ 1007.049 SCREENING, LANDSCAPING, BUFFER YARDS AND TREE PRESERVATION.

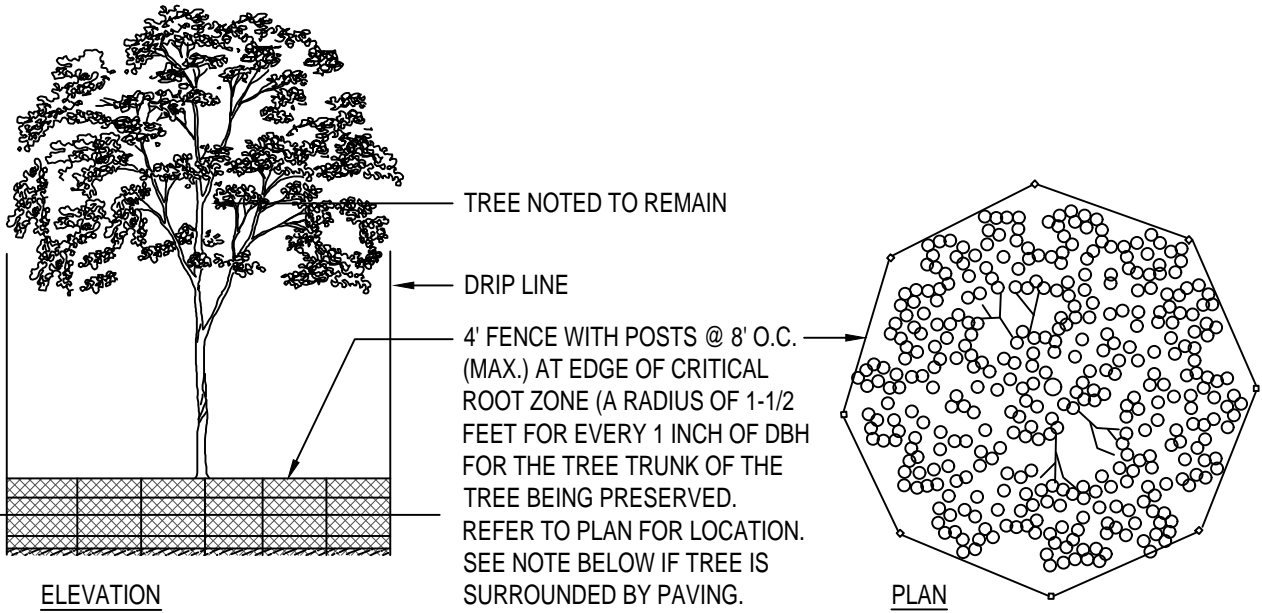
- BASIC USE AREA.** The area necessary for construction of the site's allowed use in accordance with the following:
1. Commercial, industrial, and institutional uses include the area within the footprints of buildings and vehicular hardscape and within 20 feet around those improvements
- (f) At the city's discretion, the tree survey requirement may be waived under the following circumstances:
2. Significant trees will only be removed within the basic use area and the basic use area is not an ESA.
- (13) *Tree preservation plan.*
- (a) A tree preservation plan shall be required for all soil disturbance activities where tree preservation and mitigation standards apply. A tree preservation plan shows how the tree preservation and mitigation standards will be met and how preserved trees will be protected during construction and other potentially harmful activities.

NEW AUTOMOTIVE DEALERSHIP - LINO LAKES, MN | TREE MITIGATION

TAG NO.	SPECIES	TREE DIA. (IN)	EXISTING TREE VALUE (LARGE TREES)	WITHIN BASIC USE AREA?	REMOVE?
101	OAK	24	3	YES	YES
102	ELM	20	3	NO	NO
103	TREE	12	2	NO	NO
104	ELM	8	2	NO	NO
105	ELM	6	2	NO	NO
106	COTTONWOOD	10	2	NO	NO
107	PINE	8	2	YES	YES
108	PINE	6	2	YES	YES
109	PINE	6	2	YES	YES
110	COTTONWOOD	6	2	NO	NO
111	COTTONWOOD	6	2	NO	NO
112	COTTONWOOD	8	2	NO	NO
113	COTTONWOOD	12	2	NO	NO
114	COTTONWOOD	12	2	NO	NO
115	COTTONWOOD	14	3	NO	NO
116	WILLOW	14	3	NO	NO
117	WILLOW	12	2	NO	NO
		INCHES	LARGE TREE VALUE		
Total Inches or Large Tree Value Existing:		184	38		
Total Inches or Large Tree Value On Site Removed:		44	9		
Total Inches or Large Tree Value On-Site Preserved:		140	29		
Total Inches or Large Tree Value On-Site Owed:		N/A	0		

CALYX

\* ALL TREES TO BE REMOVED ARE WITHIN THE BASIC USE AREA, AND NOT WITHIN AN ENVIRONMENTALLY SENSITIVE AREA (ESA) CATEGORY. BECAUSE OF THIS, ALL TREES TO BE REMOVED DO NOT NEED MITIGATION. \*



NOTE: TREE PROTECTION SHALL BE PROVIDED BY CONTRACTOR AS REQUIRED TO AIDE IN SURVIVABILITY OF EXISTING TREES TO REMAIN. DO NOT STORE MATERIALS OR DRIVE EQUIPMENT WITHIN THE TREE DRIP LINE AS DESIGNATED ABOVE. MAINTAIN THE FENCE INTEGRITY AT ALL TIMES THROUGHOUT CONSTRUCTION.

TREE PROTECTION FENCE SHALL BE IN PLACE PRIOR TO THE START OF DEMOLITION.

1 EXISTING TREE PROTECTION DETAIL  
L1.0 NOT TO SCALE



PLAN DATE:	DESIGN BY:
09/05/2025	A.L.
CHECK BY:	PROJ. NO.
B.H.	25-151

DATE	DESCRIPTION
08/07/2025	INITIAL CITY SUBMITTAL PLAN SET
09/03/2025	BUILDING CHANGES
09/03/2025	CITY PERMITTING SET
10/22/2025	CITY RESUBMITTAL SET

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.

**PRELIMINARY**

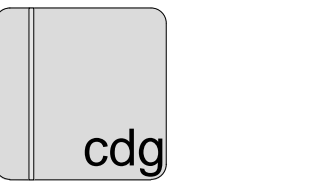
BENJAMIN D. HARTBERG, P.E.  
DATE: xx/xx/xxxx

LINO LAKES DEALERSHIP  
OFFICES  
7920 LAKE DRIVE, LINO LAKES, MINNESOTA  
TREE PRESERVATION PLAN

PREPARED FOR:  
CLASSIC  
CONSTRUCTION



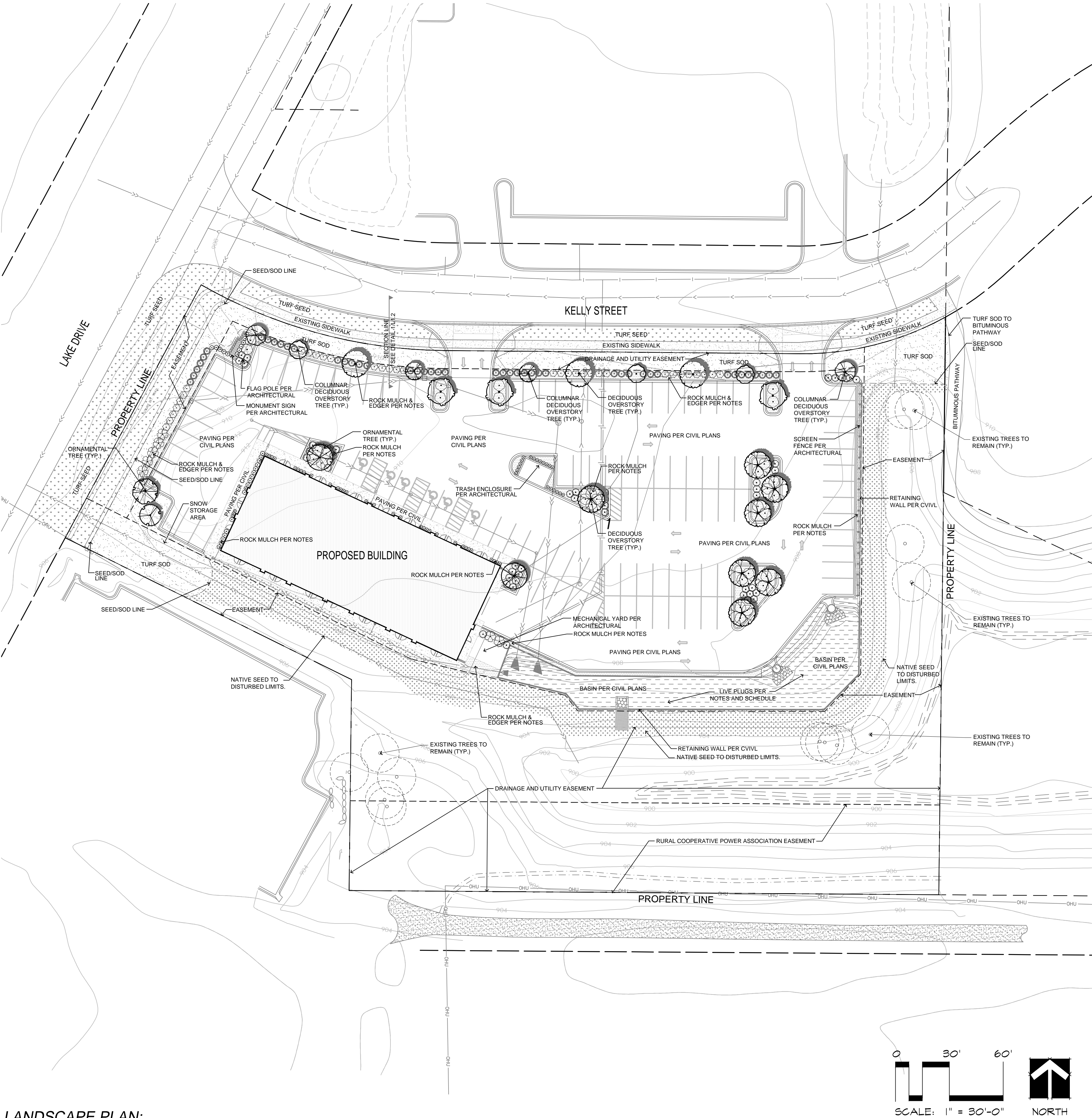
SITE PLANNING  
& ENGINEERING  
**PLOWE**  
ENGINEERING, INC.  
6776 LAKE DRIVE  
SUITE 110  
LINO LAKES, MN 55014  
PHONE: (651) 361-8210  
FAX: (651) 361-8701



**CALYX DESIGN GROUP**  
Landscape Architecture  
Sustainable Design  
Planning

475 Cleveland Avenue N.  
Suite 101A  
Saint Paul, MN 55104  
telephone: 651.788.9018  
internet: www.calyxdesigngroup.com

L1.0



LANDSCAPE MATERIALS LEGEND:

- Proposed Turf Sod per Landscape Notes
- Live Plugs per Schedule
- Proposed Turf Seed per Landscape Notes
- Existing Tree to Remain
- Proposed Landscape Edger per Landscape Notes
- Proposed Rock Mulch per Landscape Notes

GENERAL NOTES:

- Refer to Civil Engineer's plans for site plan layout, dimensions, grading, drainage and concrete specifications.
- Contractor to Coordinate all work with Owner.
- Protect adjacent areas from damage during construction.
- See written specifications for additional requirements.
- Place topsoil or slope dressing on all areas disturbed by construction, including right-of-way boulevards, unless specified otherwise. See specifications.
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CITY OF LINO LAKES, MN LANDSCAPE REQUIREMENTS:

1007.049 SCREENING, LANDSCAPING, BUFFER YARDS AND TREE PRESERVATION.

**FOUNDATION LANDSCAPE ZONE.** An area located within fifteen feet (15) of the building.

**OPEN AREA LANDSCAPE ZONE.** Includes disturbed site areas, that are not located within the foundation landscape zone, vehicular hardscape area or the building footprint and include cul-de-sac islands, boulevard medians, or storm water management areas.

- (A) FOUNDATION LANDSCAPE:  
2 Large Trees + 6 Large Shrubs per 100 LF of Building:  
406 LF Building = 8 Trees and 24 Shrubs Required | Shown: 1 Large Tree (2 Med. Trees), 16 Shrubs, 16 Perennials, & 36 Ornamental Grasses.
- (B) OPEN AREAS LANDSCAPE:  
1 Large Tree + 2 Large Shrubs per 2,500 SF of Open Space  
8,544 SF = 3 Trees and 6 Shrubs Required | Shown: 14.5 Large Trees & 144 Shrubs
- (C) BASIC USE AREA TREES TO BE REMOVED: 4  
BUA Mitigation Trees Required: 0 (Non-ESA)
- (D) NON-BASIC USE AREA TREES TO BE REMOVED: 0  
BUA Mitigation Trees Required: 0 (Non-ESA)
- (E) EXISTING TREES AS CREDIT: 13 (29 "Large Tree Value")
- (F) REQUIRED BUFFERYARDS:  
Between Parking Lot and Public ROW - 30" Height (N & E Parking)

Assigned Canopy Cover Value			
Planting Location (for new trees)	Interior parking lot islands	Within less than 7 feet of vehicular hardscape edge	7 to 12 feet from vehicular hardscape edge
Assigned Canopy Coverage Value	100 percent of the canopy square footage	50% of the canopy square footage	25% of the canopy square footage
Square feet (SF) of canopy coverage assigned to each deciduous tree	Large Tree	950 SF (or 1200 SF in islands of 3 or more trees)	600 SF
	Medium Tree	500 SF	250 SF
	Small Tree	250 SF	125 SF
	Existing Tree: 6 - 12" DBH	1900 SF	950 SF
	Existing Tree: 12+" DBH	2850 SF	1425 SF

- (G) VEHICULAR HARDSCAPE TREE CANOPY COVERAGE CALCULATIONS:  
40,000 SF x 40% = 16,000 SF Required  
New Interior Parking Lot Trees: 7 (8,150 SF)  
New 7' From Parking Lot Edge Trees: 14 (8,400 SF) + 1 Medium Tree (250 SF)  
New 12' From Parking Lot Edge Trees: 0  
Total Coverage Provided: 16,800 SF

- (H) PLANTING SUMMARY (EXCLUDES PARKING LOT REQUIREMENTS):  
Gross number of "Large Trees" Required: 11 (Foundation and Open Spaces)  
Gross number of "Large Shrubs" Required: 30 (Foundation and Open Spaces)

Existing "Large Trees" as Credit: 0 (Open Spaces)  
New "Large Trees" Proposed: 22.5 (Includes 3 Medium Trees)  
Existing "Large Trees" to Remain: 29

Total "Large Trees" On Site: 51.5  
Total "Large Shrubs" on Site: 160

\* REFER TO SHEET L1.2 FOR PLANT SCHEDULE \*

LANDSCAPE PLAN:

811

Know what's below. Call before you dig.

PLAN DATE: 09/05/2025

DESIGN BY: A.L.

CHECK BY: B.H.

PROJ. NO. 25-151

DATE

DESCRIPTION

08/07/2025

INITIAL CITY SUBMITTAL PLAN SET

08/07/2025

BUILDING CHANGES

08/07/2025

CITY PERMITTING SET

08/07/2025

CITY RESUBMITTAL SET

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.

PRELIMINARY

BENJAMIN D. HARTBERG, P.E.

LIC. NO. 48084

DATE: xx/xx/xxxx

LINO LAKES DEALERSHIP  
OFFICES  
7920 LAKE DRIVE, LINO LAKES, MINNESOTA  
LANDSCAPE PLAN

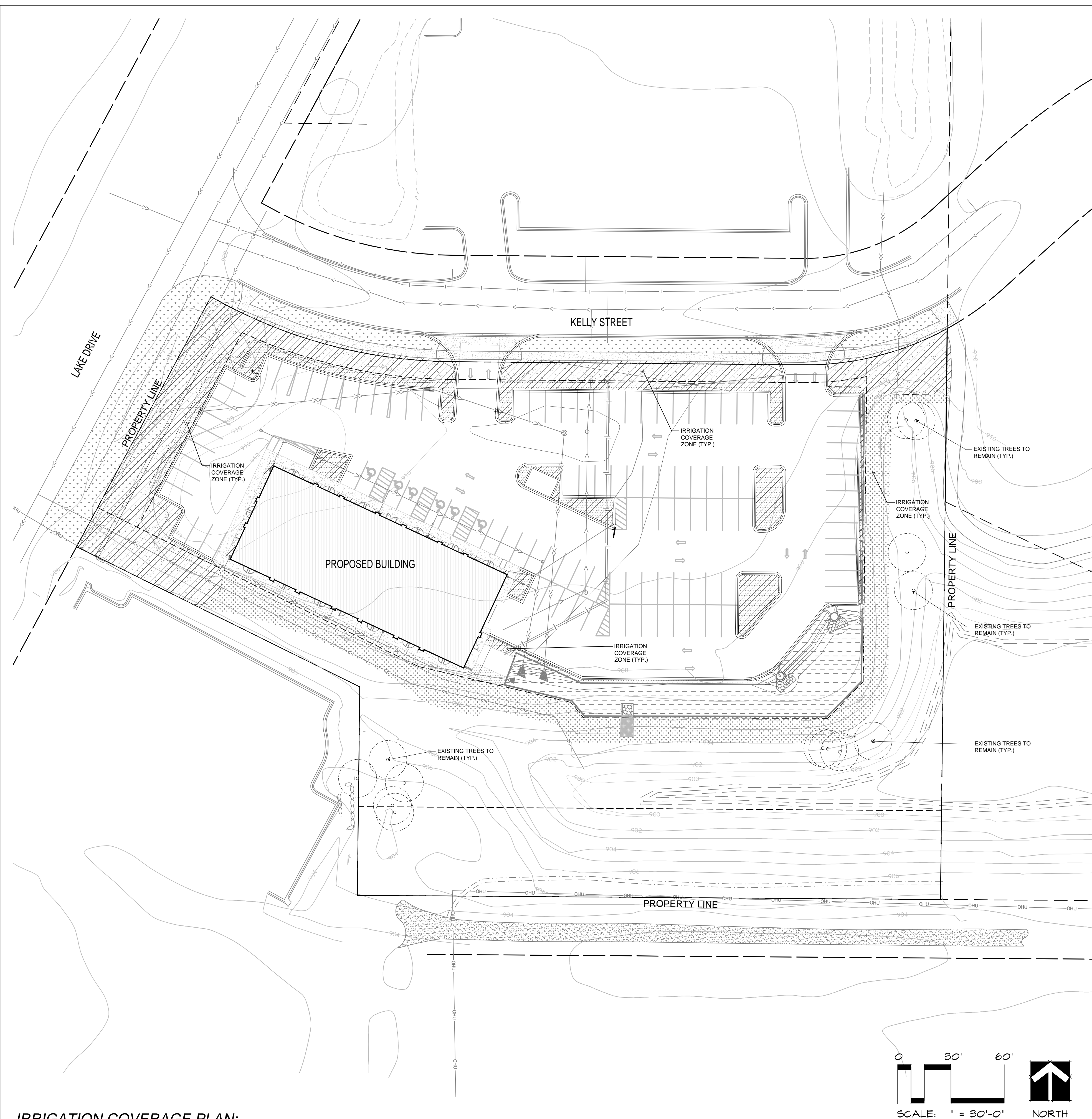
PREPARED FOR:  
CLASSIC  
CONSTRUCTION

SITE PLANNING & ENGINEERING  
**PLOWE**  
ENGINEERING, INC.  
6776 LAKE DRIVE  
SUITE 110  
LINO LAKES, MN 55014  
PHONE: (651) 361-8210  
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L1.1

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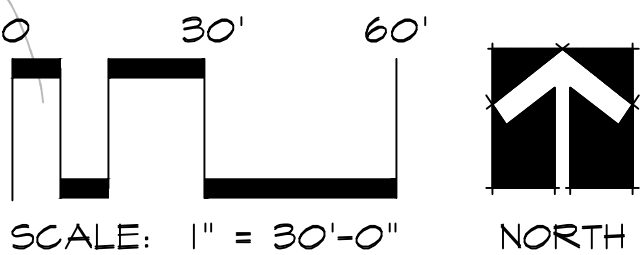
IRRIGATION COVERAGE PLAN:

LANDSCAPE MATERIALS LEGEND:

- Proposed Turf Sod per Landscape Notes
- Live Plugs per Schedule
- Proposed Turf Seed per Landscape Notes
- Proposed Irrigation Coverage Zones
- Existing Tree to Remain
- Proposed Landscape Edger per Landscape Notes
- Proposed Rock Mulch per Landscape Notes

GENERAL NOTES:

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PLAN DATE:	09/05/2025	DESIGN BY:	A.L.
CHECKED BY:	B.H.	PROJ. NO.:	25-151

DATE	DESCRIPTION
08/07/2025	INITIAL CITY SUBMITTAL PLAN SET
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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.

**PRELIMINARY**

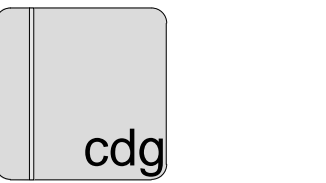
BENJAMIN D. HARTBERG, P.E.  
DATE: xx/xx/xxxx LIC. NO. 48064

LINO LAKES DEALERSHIP  
OFFICES  
7920 LAKE DRIVE, LINO LAKES, MINNESOTA  
LANDSCAPE PLAN

PREPARED FOR:  
CLASSIC  
CONSTRUCTION



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**L1.4**

OWNER ACKNOWLEDGEMENT

THIELEN & GREEN REQUIRES APPROVAL OF THE FOLLOWING PERMIT DOCUMENTS PRIOR TO SUBMITTING FOR CITY PLAN REVIEW. PLEASE REVIEW THE PERMIT DOCUMENTS IN FULL AND MAKE NOTE OF ANY ADDITIONAL CHANGES THAT SHOULD BE ADDRESSED. AN AUTHORIZED SIGNATURE BELOW INDICATES THE APPROVAL OF THIS DESIGN AND AUTHORIZES THIELEN & GREEN TO PROCEED WITH THE PERMITTING PROCESS AS OUTLINE IN THE CONTRACT AGREEMENT.

X

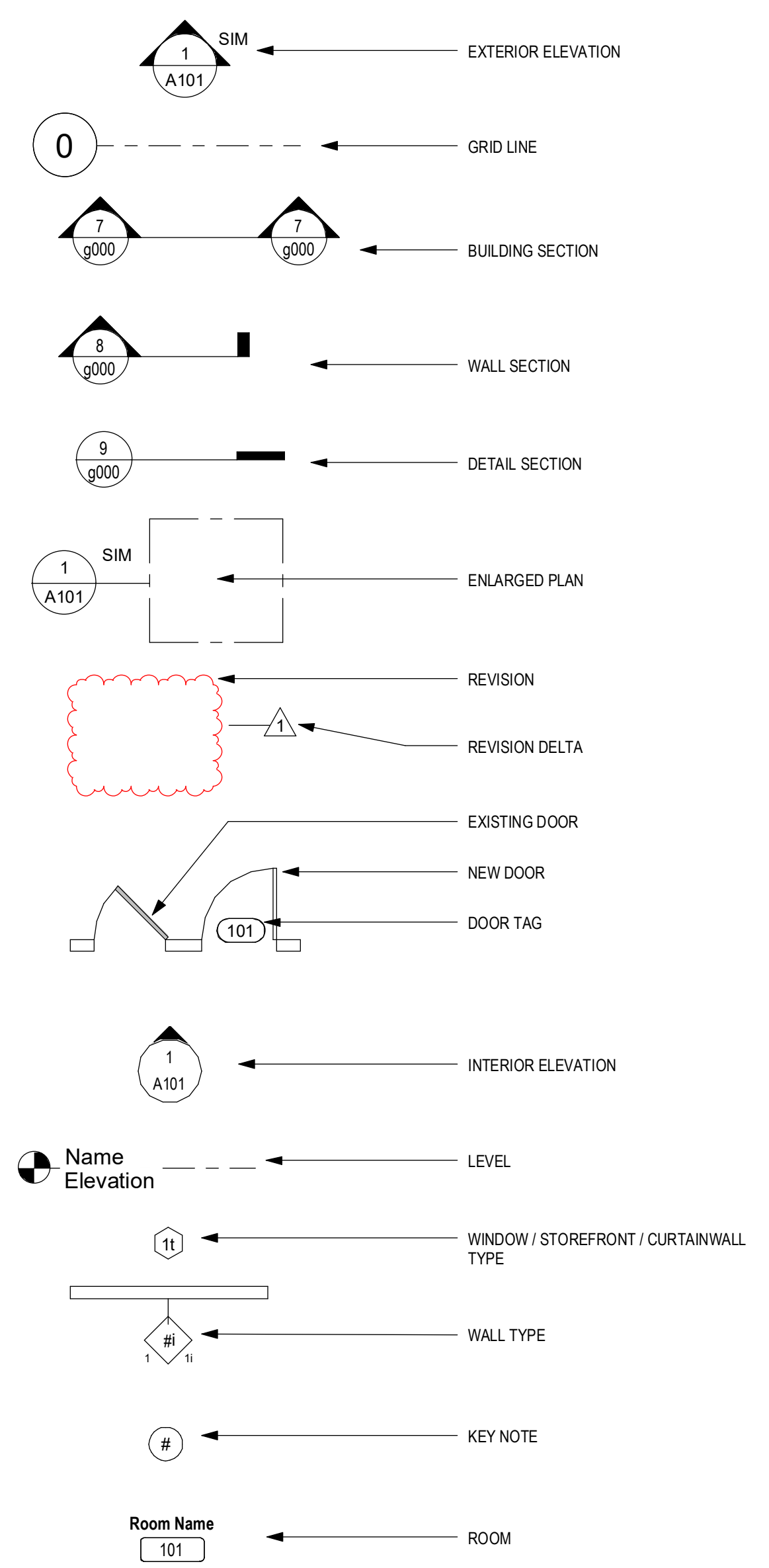
CLIENT NAME

DATE

ABBREVIATIONS

ACT	ACOUSTIC CEILING TILE	HT	HEIGHT
ADJ	ADJACENT	INSUL	INSULATION
BD	BOARD	MAX	MAXIMUM
BO	BOTTOM OF	MIN	MINIMUM
BM	BEAM	NTS	NOT IN CONTRACT
CL	CENTER LENE	NIC	NOT TO SCALE
CLG	CEILING	OC	ON CENTER
CMU	CONCRETE MASONRY UNIT	PLY WD	PLYWOOD
COL	COLUMN	PT	PRESSURE TREATED
CONC	CONCRETE	PTD	PAINTED
DIM	DIMENSION	RO	ROUGH OPENING
EQ	EQ	TBD	TO BE DETERMINED
EXIST	EXISTING	TYP	TYPICAL
FLR	FLOOR	UNO	UNLESS NOTED OTHERWISE
FO	FACE OF	VF	VERIFY IN FIELD
FP	FILLER PANEL	W/	WITH
GYP BD	GYPSUM BOARD	WD	WOOD

SYMBOLS



GENERAL NOTES

1.

IT IS THE RESPONSIBILITY OF THE GENERAL CONTRACTOR AND THEIR SUB-CONTRACTORS, MATERIAL SUPPLIERS, AND/OR THEIR CONSULTANTS TO REVIEW THE CONTRACT DOCUMENTS IN ITS ENTIRETY.
2.

ITEMS SHOWN IN ONE LOCATION IN THE DRAWINGS AND/OR INCLUDED IN THE SPECIFICATIONS SHALL BE CONSIDERED PART OF THE WORK AND SHALL APPLY AT SIMILAR LOCATIONS THROUGHOUT THE PROJECT. IN THE EVENT OF INCONSISTENCIES BETWEEN THE DRAWINGS PROVIDED THE GENERAL CONTRACTOR SHALL SEEK CLARIFICATION FROM THE ARCHITECT OF RECORD.
3.

NO DEVIATIONS FROM THE CONTRACT DOCUMENTS, INCLUDING SPECIFICATIONS, SHALL BE MADE WITHOUT WRITTEN APPROVAL FROM THE OWNER AND/OR ARCHITECT.
4.

DO NOT SCALE DRAWINGS.
5.

**GENERAL CONTRACTOR AND/OR SUB-CONTRACTORS ARE REQUIRED TO VERIFY ALL CONDITIONS PRIOR TO COMMENCING WORK.**
6.

IT IS THE RESPONSIBILITY OF THE GENERAL CONTRACTOR TO CONFIRM WITH THE OWNER AND/OR LANDLORD ANY PROJECT REQUIREMENTS PRIOR TO BIDDING WORK INCLUDING: PRE-APPROVED SUBCONTRACTORS, MATERIALS, CONSTRUCTION REQUIREMENTS, ETC.
7.

THE GENERAL CONTRACTOR SHALL NOTIFY ARCHITECT IN WRITING ANY DISCREPANCIES, ERRORS AND/OR OMISSIONS PRIOR TO STARTING THAT PORTION OF WORK IN A TIMELY MATTER TO ALLOW REVIEW BY AOR AND OWNER FOR RESPONSE. NO WORK IS TO OCCUR IN AREA OF CONFLICT UNTIL WRITTEN RESPONSE AND APPROVAL IS ACHIEVED BY ALL PARTIES (OWNER, ARCHITECT, GENERAL CONTRACTOR).
8.

THE GENERAL CONTRACTOR IS TO NOTIFY ARCHITECT AND OWNER IMMEDIATELY ANY HAZARDOUS SUBSTANCES ENCOUNTERED IN THE FIELD.
9.

ALL WORK SHALL BE PERFORMED BY APPROPRIATE SKILLED PERSONALE AND MATERIALS USED SHALL BE OF FIRST QUALITY.
10.

THE GENERAL CONTRACTOR IS RESPONSIBLE TO PROTECT THE EXISTING STRUCTURE, FINISHES, LANDSCAPING, MEP SYSTEMS UNLESS REQUIRED TO REMOVE OR REPLACE AS SPECIFIED IN THE CONSTRUCTION DOCUMENTS
11.

WATER RESISTANT GYP. BD. SHALL BE USED AT ALL WET LOCATIONS
12.

ALL EXISTING WALLS AND/OR FENESTRATION ARE TO REMAIN UN.O.
13.

IF REQUIRED, THE GENERAL CONTRACTOR SHALL PREPARE FIRE SPRINKLER DESIGN DRAWINGS. SUBMIT AND RECEIVE APPROVAL PRIOR TO INSTALLATION AS REQUIRED WITH THE LOCAL AGENCIES HAVING JURSDICTION ON THIS PROJECT. THE AUTOMATIC SPRINKLER SYSTEM MUST BE INSTALLED IN ACCORDANCE WITH THE CODES LISTED BELOW AND LOCAL AMENDMENTS. A SEPARATE PERMIT BY DESIGN BUILD ENGINEERING COORDINATED BY THE GENERAL CONTRACTOR IS REQUIRED TO BE SUBMITTED TO THE AUTHORITY HAVING JURISDICTION FOR APPROVAL.
14.

THE GENERAL CONTRACTOR SHALL PROVIDE ADEQUATE BLOCKING AS DIRECTED BY THE MANUFACTURER FOR ALL WALL MOUNTED EQUIPMENT OR DEVICES, AND SHALL COORDINATE WITH THE OWNER'S REPRESENTATIVE FOR ALL ITEMS NOTED AS "BY OWNER" OR "BY OTHERS".
15.

DRAWINGS WERE PREPARED USING PRODUCT SPECIFIC CONFIGURATION INFORMATION, ACTUAL DIMENSIONS AND DETAILS OF SELECTED MATERIALS MAY CHANGE BEFORE INCORPORATION INTO THE WORK. THE GENERAL CONTRACTOR IS RESPONSIBLE FOR ACCOMMODATING ANY CHANGES TO OTHER MATERIALS THAT ARE NECESSARY BECAUSE OF THESE DIFFERENCES.
16.

TYPICAL AND PROJECT SPECIFIC DETAILS ARE INCLUDED IN THE DRAWINGS, WHERE DETAILS OR DESIGN INTENT CANNOT BE DETERMINED SEEK CLARIFICATION PRIOR TO COMMENCING WORK
17.

ALL WORK SHALL CONFORM TO LAWS, REGULATIONS, CODES AND ORDINANCES OF FEDERAL, STATE, COUNTY, CITY OR ANY OTHER JURISDICTION AS EACH MAY APPLY. IN THE EVENT OF ANY CONFLICT BETWEEN ANY OF THE PROJECT REQUIREMENTS, THE MOST STRINGENT REQUIREMENT SHALL GOVERN
18.

EXITS, EXIT SIGNS, FIRE ALARM PANELS, HOSE CABINETS, FIRE EXTINGUISHERS LOCATIONS AND STANDPIPE CONNECTIONS, AS APPLICABLE, SHALL NOT BE CONCEALED BY CURTAINS, MIRRORS, OR OTHER DECORATIVE MATERIAL
19.

ALL EXIT DOORS SHALL BE READILY OPENABLE FROM THE EGRESS SIDE WITHOUT THE USE OF A KEY OR SPECIAL KNOWLEDGE OR EFFORT
20.

REFER TO INDIVIDUAL SHEETS FOR OTHER GENERAL NOTES SPECIFIC TO THAT SECTION

NOTES TO BIDDERS

AS REQUIRED BY CHAPTER 1341.0030 IEBC SECTION 305, ACCESSIBILITY FOR EXISTING BUILDINGS, SECTION 305.7 ALTERATIONS AFFECTING AN AREA CONTAINING A PRIMARY FUNCTION, PROVIDE SEPARATE LINE ITEMS FOR THE SCOPE OF WORK PERTAINING TO THE FOLLOWING IMPROVEMENTS TO THE ACCESSIBLE ROUTE:

1.

PARKING FACILITIES

2.

ACCESSIBLE ENTRANCES

3.

ACCESSIBLE ROUTE TO THE PRIMARY FUNCTION AREA

4.

TOILET FACILITIES

5.

DRINKING FOUNTAINS

305.7 ALTERATIONS AFFECTING AS AN AREA CONTAINING A PRIMARY FUNCTION, WHERE AN ALTERATION AFFECTS THE ACCESSIBILITY TO OR CONTAINS AN AREA OF PRIMARY FUNCTION, THE ROUTE TO THE PRIMARY FUNCTION SHALL INCLUDE TOILET FACILITIES, PARKING FACILITIES, AND DRINKING FOUNTAINS SERVING THE AREA OF PRIMARY FUNCTION.

- EXCEPTIONS:
1.

THE COSTS OF PROVIDING THE ACCESSIBLE ROUTE AREA NOT REQUIRED TO EXCEED 20 PERCENT OF THE COSTS OF THE ALTERATION AFFECTING THE AREA OF PRIMARY FUNCTION.
2.

THIS PROVISION DOES NOT APPLY TO ALTERATIONS LIMITED SOLELY TO WINDOWS, HARDWARE, OPERATING CONTROLS, ELECTRICAL OUTLETS, AND SIGNS.
3.

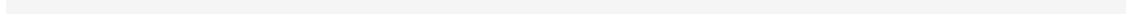
THIS PROVISION DOES NOT APPLY TO ALTERATIONS LIMITED SOLELY TO MECHANICAL SYSTEMS, ELECTRICAL SYSTEMS, INSTALLATION OR ALTERATION OF FIRE PROTECTION SYSTEMS, AND ABATEMENT OF HAZARDOUS MATERIALS.
4.

THIS PROVISION DOES NOT APPLY TO ALTERATIONS UNDERTAKEN FOR THE PRIMARY PURPOSE OF INCREASING THE ACCESSIBILITY OF A FACILITY.
5.

THIS PROVISION DOES NOT APPLY TO ALTERED AREAS LIMITED TO TYPE B DWELLING AND SLEEPING UNITS.
6.

**THIS PROVISION DOES NOT APPLY TO ALTERATIONS UNDERTAKEN BY A TENANT WHERE THE ACCESSIBLE ROUTE, TOILET FACILITIES, PARKING FACILITIES, TELEPHONES, AND DRINKING FOUNTAINS ARE OUTSIDE THE TENANT SPACE.**

DESIGN ALTERNATES



DEFERRED SUBMITTALS

THE FOLLOWING ITEMS WILL BE SUBMITTED AS DEFERRED SUBMITTALS BY THE APPROPRIATE INSTALLING SUBCONTRACTOR OR VENDOR. FOR EACH DEFERRED SUBMITTAL ITEM, THE SUBCONTRACTOR OR VENDOR SHALL FIRST SUBMIT SIGNED AND SEALED ENGINEERED DRAWINGS AND CALCULATIONS TO THE ARCHITECT FOR REVIEW AND APPROVAL PRIOR TO SUBMITTAL TO THE BUILDING OFFICIAL OR FIRE MARSHAL. ARCHITECT'S REVIEW WILL BE FOR GENERAL CONFORMANCE WITH THE BUILDING DESIGN ONLY. SUBCONTRACTOR OR VENDOR SHALL BE RESPONSIBLE FOR DETERMINING SUBMITTAL REQUIREMENTS AND PAYMENT OF ALL FEES FOR SUBMITTALS. THE GENERAL CONTRACTOR IS RESPONSIBLE FOR COORDINATING THE TIMING OF SUBMITTALS SO AS TO NOT INTERFERE WITH OVERALL CONSTRUCTION SCHEDULE. ALLOWING TIME FOR APPROPRIATE REVIEWS FOR ARCHITECT AND BUILDING OFFICIAL OR FIRE MARSHAL. NO DELAYS OR TIME EXTENSIONS WILL BE ALLOWED FOR FAILURE TO ALLOW APPROPRIATE TIME FOR REVIEW.

1. FIRE SPRINKLER SYSTEMS
2. FIRE ALARM SYSTEMS (IF REQUIRED)
3. MECHANICAL, ELECTRICAL, AND PLUMBING ENGINEERING
4. IT, LOW-VOLTAGE, AV, DATA, SECURITY
5. SIGNAGE (INTERIOR AND/OR EXTERIOR)

SHEET INDEX

NUMBER	SHEET NAME	REVISION
CONCEPTUAL		
EX00	COVER SHEET	
EX01	CONCEPTUAL SITE PLAN	
EX02	CONCEPTUAL FLOOR PLAN	
EX03	CONCEPTUAL ELEVATIONS	
EX04	CONCEPTUAL RENDERINGS	
EX05	SITE CROSS SECTION	



LINO LAKES DEALERSHIP + OFFICES  
7920 LAKE DRIVE, LINO LAKES, MN 55014

PROJECT DESCRIPTION

\*REFER TO SHEET A001 FOR MORE EXTENSIVE CODE REVIEW

PROJECT NAME:	LINO LAKES DEALERSHIP + OFFICES	PROPOSED USE:	"B" (OFFICE)
ADDRESS:	7920 LAKE DRIVE, LINO LAKES, MN 55014	BUILDING HEIGHT:	1 STORY
PID:	ANOKA COUNTY, PID 09-21-22-22-0030	BUILDING AREA:	8,410 GFA
PROJECT DESCRIPTION:	NEW 8,410 SF SINGLE STORY "B" OCCUPANCY BUILDING USING TYPE VB CONSTRUCTION. PROJECT DELIVERY IS DESIGN-BUILD MEP BY THE GENERAL CONTRACTOR	FIRE PROTECTION:	FULL BUILDING SPRINKLER

PROJECT TEAM

CLIENT

TYLER HUEBSCH  
10731 HAWTHORN TRAIL  
WOODBURY, MN 55129

CONTACT: TYLER HUEBSCH  
EMAIL: TJHUEBSCH@GMAIL.COM  
PHONE: 651-442-9334

ARCHITECT

THIELEN & GREEN  
7455 VILLAGE DRIVE, SUITE #110  
LINO LAKES, MINNESOTA 55038

CONTACT: KRIS THIELEN - ARCHITECT (MN #59237)  
EMAIL: KMT@TANDGARCH.COM  
PHONE: 763-553-7927

LANDSCAPE ENGINEER

CALYX DESIGN GROUP  
475 CLEVELAND AVE N, SUITE 101A  
ST. PAUL, MN 55104

CONTACT: BEN HARTBERG  
EMAIL: BEN@CALYXDESIGNGROUP.COM  
PHONE: 651-788-9018

GENERAL CONTRACTOR

CLASSIC CONSTRUCTION  
18542 ULYSSES ST NE  
EAST BETHEL, MN 55011

CONTACT: BRIAN LARSON  
EMAIL: BRIAN@CLASSICCONSTRUCTIONINC.COM  
PHONE: 763-434-8870

CIVIL ENGINEER

PLOWE ENGINEERING  
6776 LAKE DR NE  
LINO LAKES, MN 55014

CONTACT: MOHAMMAD ABUGHAZLEH  
EMAIL: MOE@PLOWE.COM  
PHONE: 651-361-8237

STRUCTURAL ENGINEER

HERZOG ENGINEERING LLC  
530 N 3RD STREET, SUITE 230  
MINNEAPOLIS, MN 55401

CONTACT: JOSHUA HERZOG, PE  
EMAIL: JOSH@HERZOGENGINEERING.COM  
PHONE: 612-200-9510

MECHANICAL/ELECTRICAL/PLUMBING

THIS PROJECT IS BEING DELIVERED AS DESIGN BUILD MECHANICAL, ELECTRICAL, PLUMBING, AND FIRE SUPPRESSION BY THE GENERAL CONTRACTOR UNDER A SEPARATE SUBMITTAL(S)

CITY STAMP AREA

THIELEN & GREEN

7455 VILLAGE DRIVE, SUITE #110  
LINO LAKES, MN 55014  
763-553-7927  
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7920 LAKE DRIVE  
LINO LAKES, MN 55014  
PID 09-21-22-22-0030

ISSUE	DATE
EXHIBIT #1	06/23/2025
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P&Z SUBMITTAL	08/07/2025
P&Z COMMENTS	10/21/2025

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REVISION SCHEDULE		
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COVER SHEET

Project Number	653_2025
Date	10/21/2025
Drawn By	AUTHOR
Checked By	KMT
EX00	
Scale	As indicated

GENERAL FIRE DEPT NOTES

1.

ALL LIFE SAFETY SYSTEMS SHALL BE DESIGNED PER APPLICABLE FIRE PREVENTION CODE - SEE LIFE SAFETY PLAN
2.

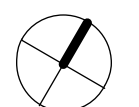
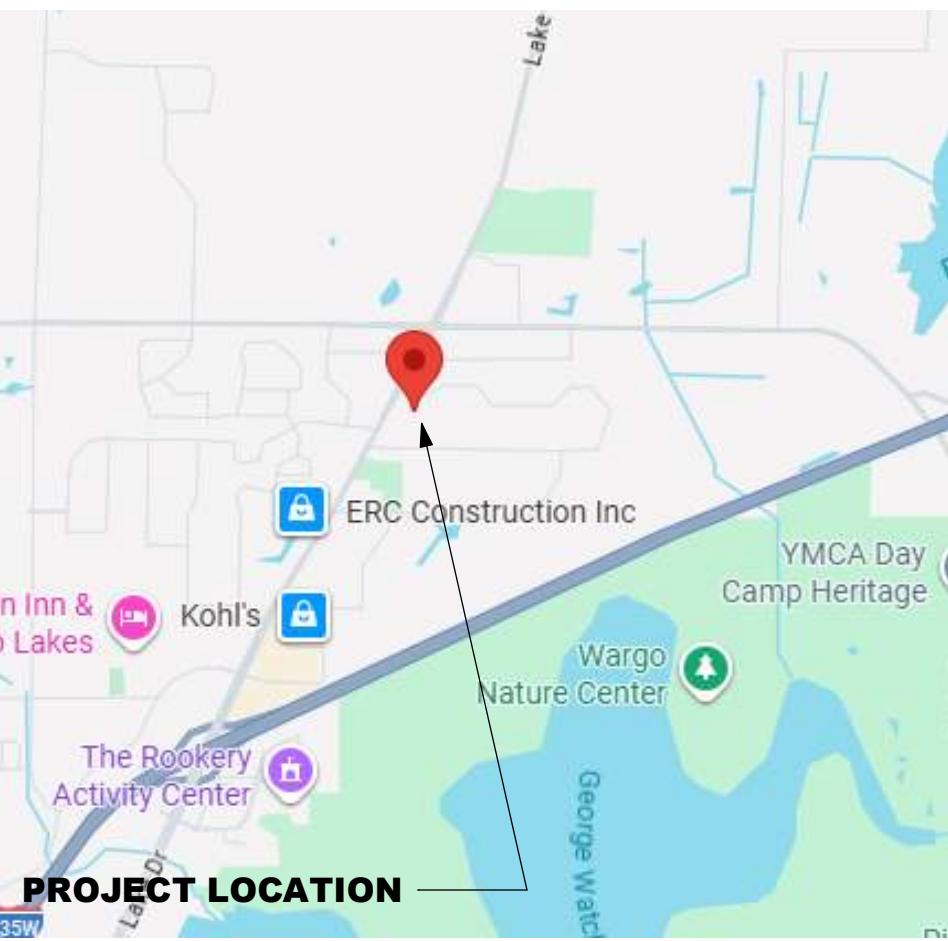
FIRE EXTINGUISHER REQUIREMENTS SHALL BE AS DETERMINED BY FIELD INSPECTION AND NFPA 10. THE CONTRACTOR SHALL SUPPLY ALL FIRE EXTINGUISHERS AND CABINETS AS REQUIRED - SEE LIFE SAFETY PLAN FOR SUGGESTED LOCATION(S)
3.

BUILDING ADDRESS NUMBERS SHALL BE PROVIDED ON THE FRONT OF THE BUILDING AND SHALL BE VISIBLE / LEGIBLE FROM THE PUBLIC RIGHT-OF-WAY. SAID NUMBERS SHALL CONTRAST VISUALLY WITH THEIR BACKGROUND. ADDRESS NUMBERS SHALL BE PROVIDED BY THE GENERAL CONTRACTOR
4.

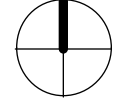
COMMERCIAL DUMPSTERS OR CONTAINERS WITH A CAPACITY OF ONE-AND-ONE-HALF CUBIC YARDS OR GREATER SHALL NOT BE STORED OR PLACED WITHIN FIVE FEET OF COMBUSTIBLE WALLS, OPENINGS, OR ROOF EAVE LINES UNLESS THESE AREAS ARE PROTECTED BY AN APPROVED AUTOMATIC FIRE SPRINKLER SYSTEM
5.

POST "NO PARKING - FIRE LANE" SIGNS ALONG VEHICULAR ACCESS ROADS

LOCATION MAP

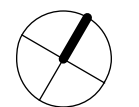
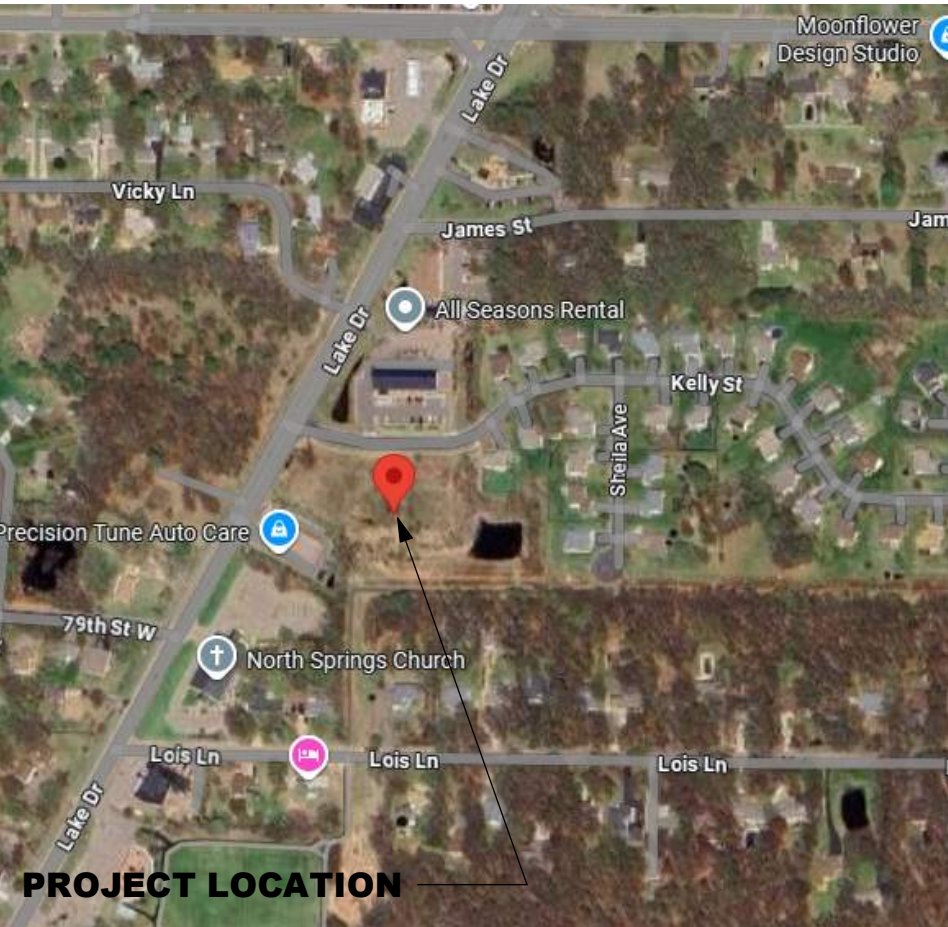


PLAN NORTH

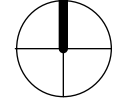


TRUE NORTH

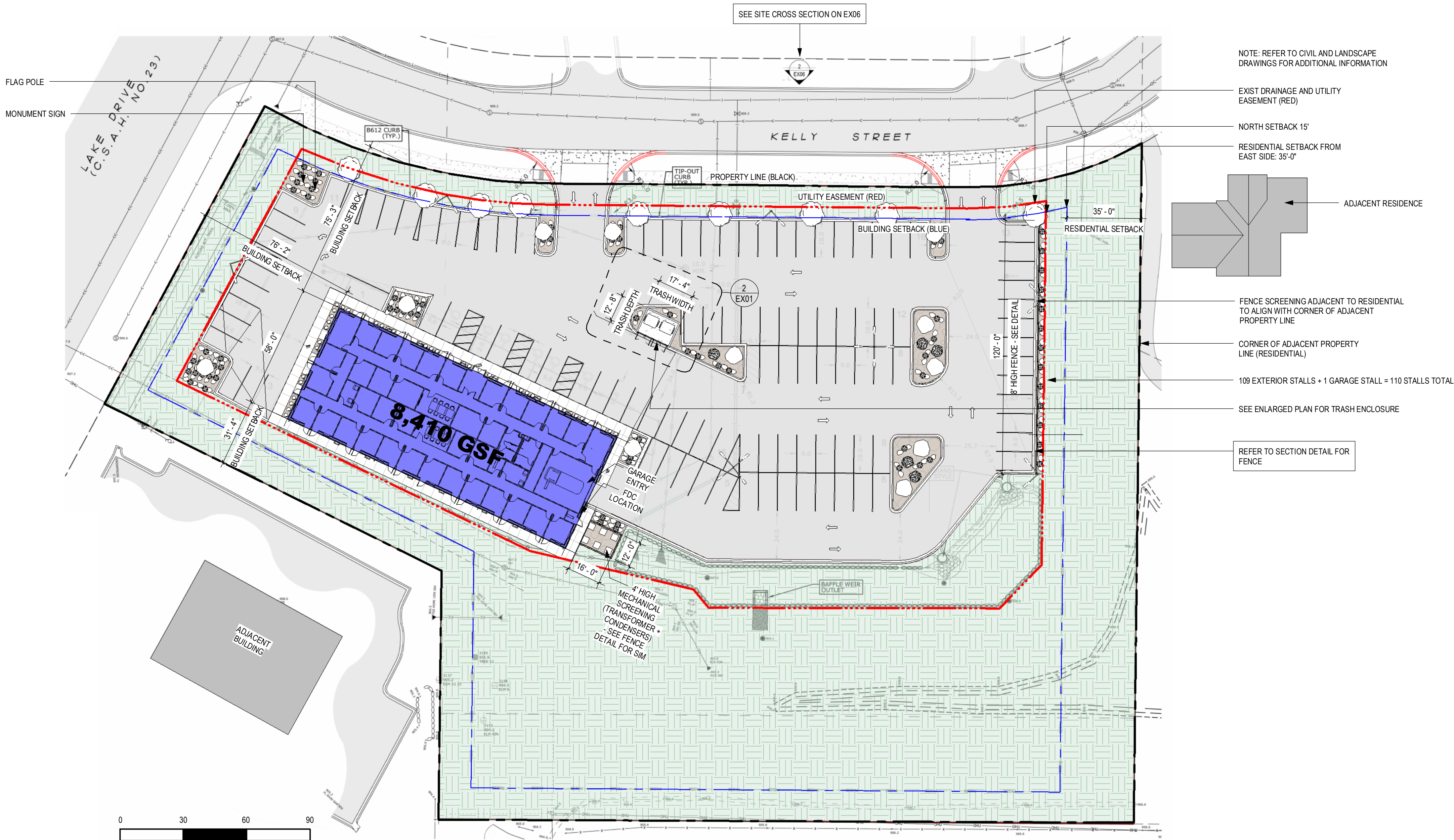
KEY PLAN



PLAN NORTH



TRUE NORTH



## GENERAL SITE PLAN NOTES

- SUBMITTAL PROVIDED BY THE OWNER AS NEEDED; NOT IN CONTRACT
1. PARCEL ID: 09-31-22-0030
  2. ZONING: GB GENERAL BUSINESS
  3. PARCEL SIZE: 2.791 ACRES (121,566 SF)
  4. OFF-STREET PARKING:
    - A. OFFICE 1 PER 200 SF
    - a. 8,410 / 90% = 7,569 FLOOR AREA / 200 = 38 SPACES FOR OFFICE ONLY
    - B. MOTOR VEHICLE SALES LOT: 1 PER 250 SF + 1 PER 2,000 SF SITE
    - a. 7,569 FLOOR AREA / 250 = 31 SPACES
    - b. 121,566 / 2,000 = 61 SPACES
    - \* TOTAL SPACES FOR MOTOR VEHICLE SALES: 61 + 31 = 92 SPACES
    - C. CITY CODE 1007.132 (8) MOTOR VEHICLE SALES LOT 380 SF OF SALES AREA PER VEHICLE EXCLUSIVE OF REQUIRED PARKING AREAS
    - a. 43,800 SF PARKING LOT / 380 = 115 VEHICLES
    - \* REQUIRED OFFICE PARKING: 38 PARKING SPACES
    - \* TOTAL MIN REQUIRED = 77 PARKING SPACES FOR VEHICLE SALES
    - b. FROM PROPERTY GUIDED BY THE COMPREHENSIVE PLAN FOR RESIDENTIAL
  5. LOT AND YARD REQUIREMENTS:
    - A. MINIMUM LOT SIZE:
      1. SEVERED LOT: 20,000 SQUARE FEET.
      2. UNSEVERED LOT: 10 ACRES IN COMPLIANCE WITH APPLICABLE PROVISIONS OF § 1007.042(2)(B)
    - (B) MINIMUM LOT WIDTH: 100 FEET.
    - (C) SETBACKS:
      1. FROM STREET RIGHT-OF-WAY:
        - A. LOCAL OR MINOR COLLECTOR STREET: 30 FEET.
        - B. MAJOR COLLECTOR OR ARTERIAL STREET: 40 FEET.
        - C. PARKING LOT: 15 FEET.
      2. REAR LOT LINE:
        - A. PRINCIPAL BUILDING: 30 FEET.
        - B. ACCESSORY BUILDING: 5 FEET.
        - C. PARKING LOT: 10 FEET.
      3. SIDE LOT LINE:
        - A. PRINCIPAL BUILDING: 10 FEET.
        - B. ACCESSORY BUILDING: 10 FEET.
        - C. PARKING LOT: 10 FEET.
      4. FROM PROPERTY GUIDED BY THE COMPREHENSIVE PLAN FOR RESIDENTIAL
      5. BETWEEN PRINCIPAL BUILDINGS, NOT LESS THAN ONE-HALF THE SUM OF THE BUILDING HEIGHTS OF THE TWO BUILDINGS.
    - (3) MAXIMUM BUILDING HEIGHT: 45 FEET EXCEPT AS ALLOWED BY § 1007.043(3).
    - (4) MAXIMUM IMPERVIOUS SURFACE COVERAGE: 75% OF THE LOT AREA.
    - (5) BUILDING REQUIREMENTS. ALL NEWLY CONSTRUCTED BUILDINGS SHALL MEET

Table 1

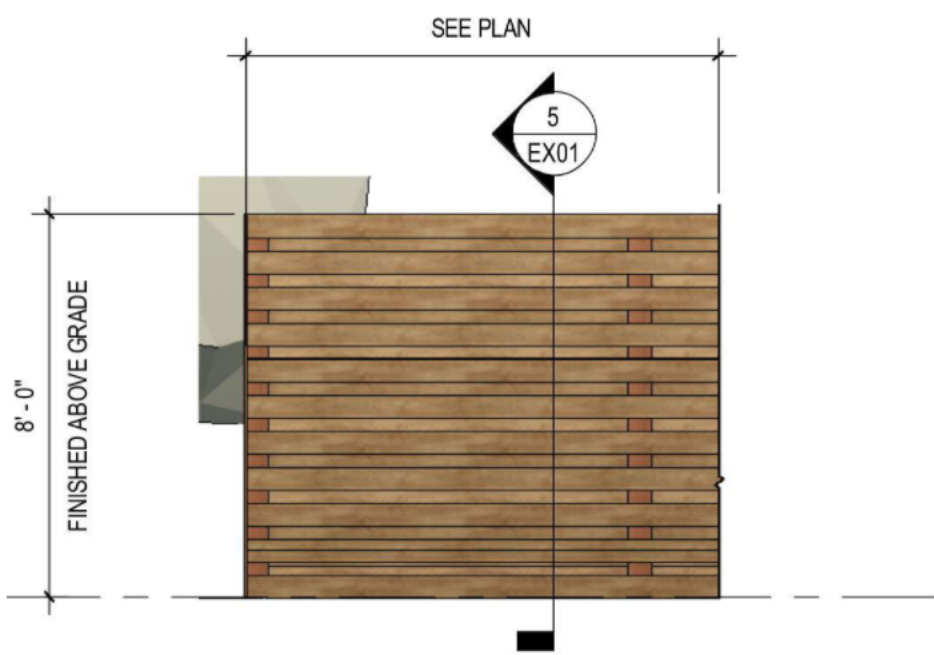
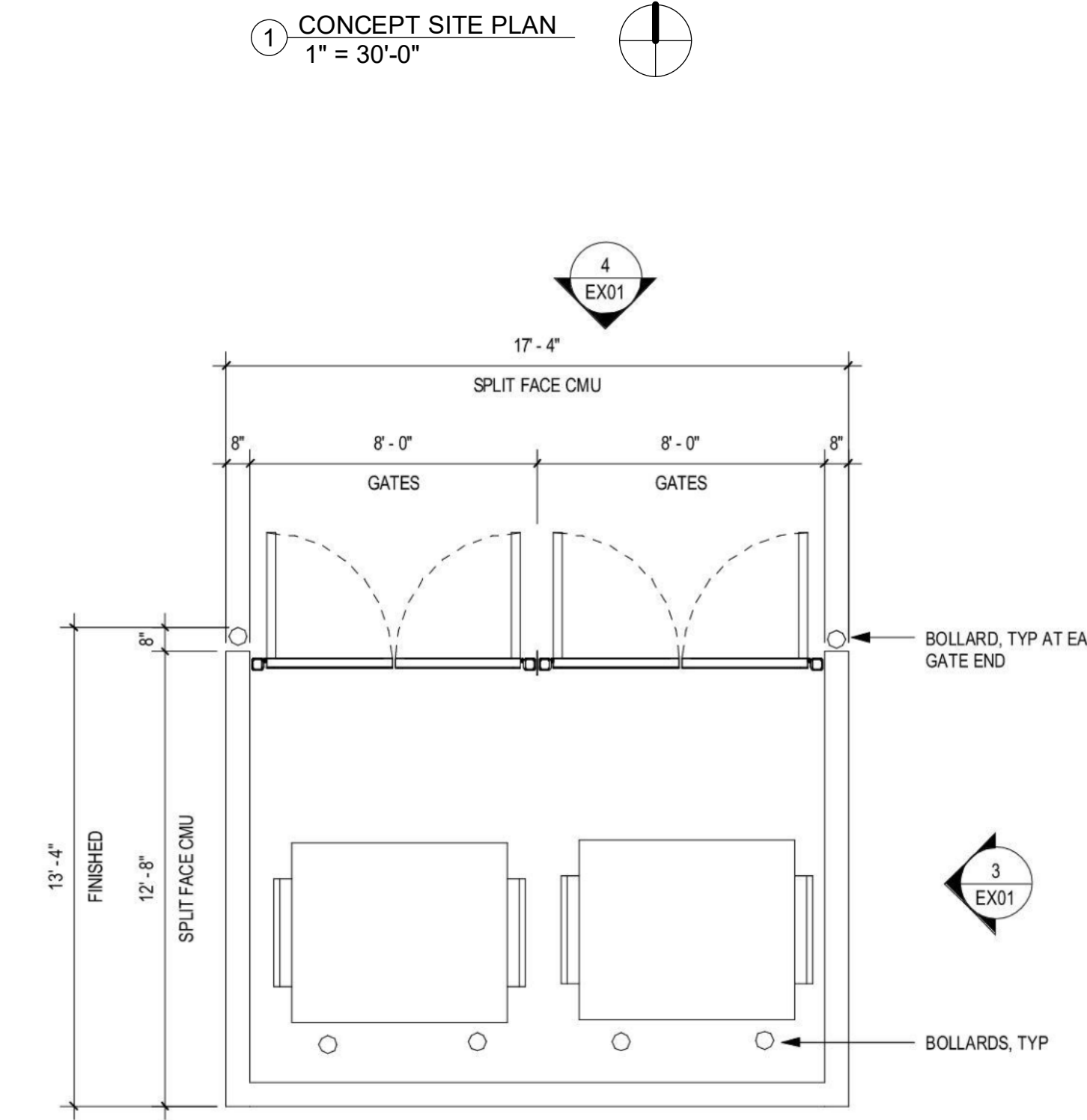
Angle of Parking	Space Width	Space Length	Aisle Width One Way	Aisle Width Two Way
90	9 feet	18 feet	24 feet	24 feet
75	9 feet	18 feet	22 feet	23 feet
60	9 feet	18 feet	18 feet	22 feet
45	9 feet	18 feet	15 feet	22 feet
0	9 feet	22 feet	12 feet	24 feet

Table 3

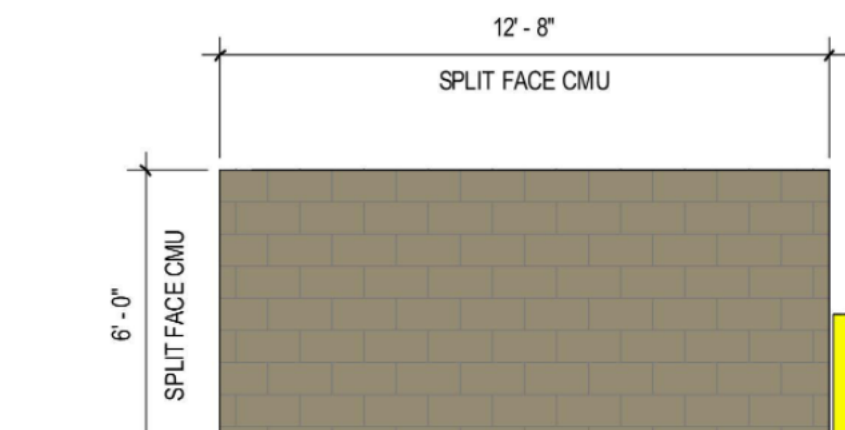
Use	Number of Parking Spaces Required
Office Buildings, Veterinary Hospitals, Professional Offices, and Medical Clinics	1 space for each 200 square feet of floor area
Financial Institutions, Banks, Savings and Loan	1 space for each 250 square feet of floor area
Health Club	1 space for each 300 square feet of floor area
Retail Store and Service Establishment	1 space for each 200 square feet of floor area
Shopping Centers	1 space for each 200 square feet of floor area (exclusive of common areas)
Retail Sales and Service Business with 50% or More of Gross Floor Area Devoted to Storage, Warehouses and/or Industry	At least 8 spaces or 1 space for each 200 square feet devoted to public sales or service, plus 1 space for each 500 square feet of storage area.
Restaurants, Cafes, Private Clubs Serving Food and/or Drinks, Bars, On-Sale Nightclubs	1 space for each 100 square feet of dining room, plus 1 space for each employee of the maximum work shift.

Table 3

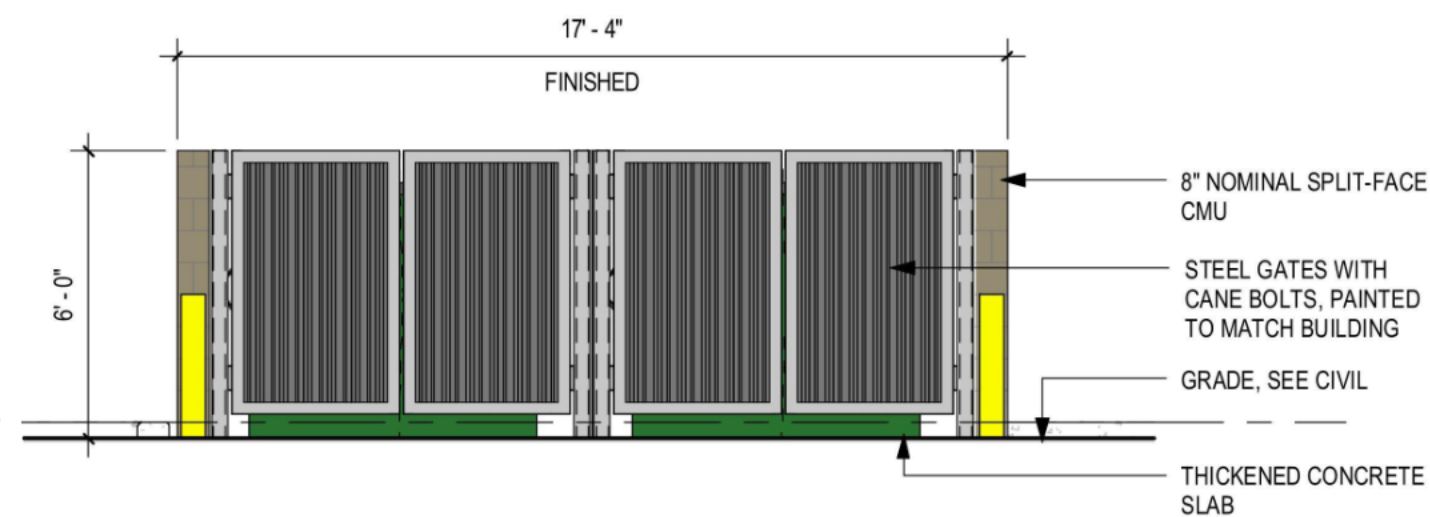
Use	Number of Parking Spaces Required
Motor Vehicle Sales Lot	1 space for each 250 square feet of floor area of the building plus 1 space per each 2,000 square feet of gross land area.
Commercial Car Wash	1 space per employee plus: Drive-through: 10 stacking spaces. Self-service: 1 stacking space per wash bay. Motor fuel stations: None in addition to that required for the principal use.
Garden Supply Store, Building Material Sales in Structure	8 spaces, plus 1 space for 800 square feet of floor area over 1,000 square feet.
Private Racquetball, Handball and Tennis Courts	6 spaces per court.
Indoor Sports Arenas, Private Skating Rink, Dance Hall, or Public Auction House	20 spaces, plus 1 space for each 200 square feet of floor space over 2,000 square feet.
Golf Driving Range, Miniature Golf, Archery Range	10 spaces plus 1 space for each 100 square feet of floor space of building.



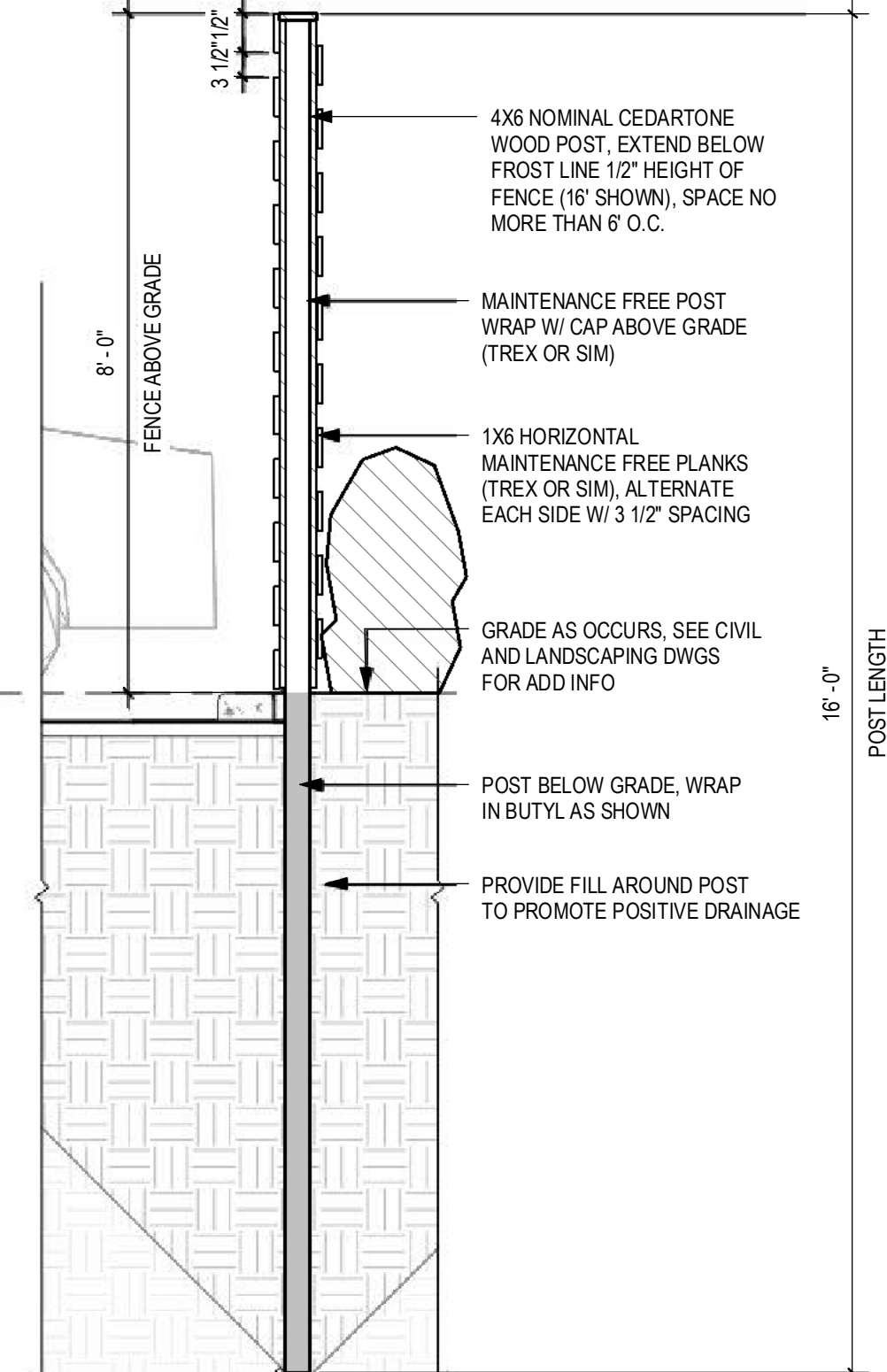
6 TYPICAL FENCE ELEV  
1/4" = 1'-0"



3 TRASH ENCLOSURE ELEV - SIDE  
1/4" = 1'-0"



4 TRASH ENCLOSURE - FRONT  
1/4" = 1'-0"



5 SECTION @ FENCE  
1/2" = 1'-0"

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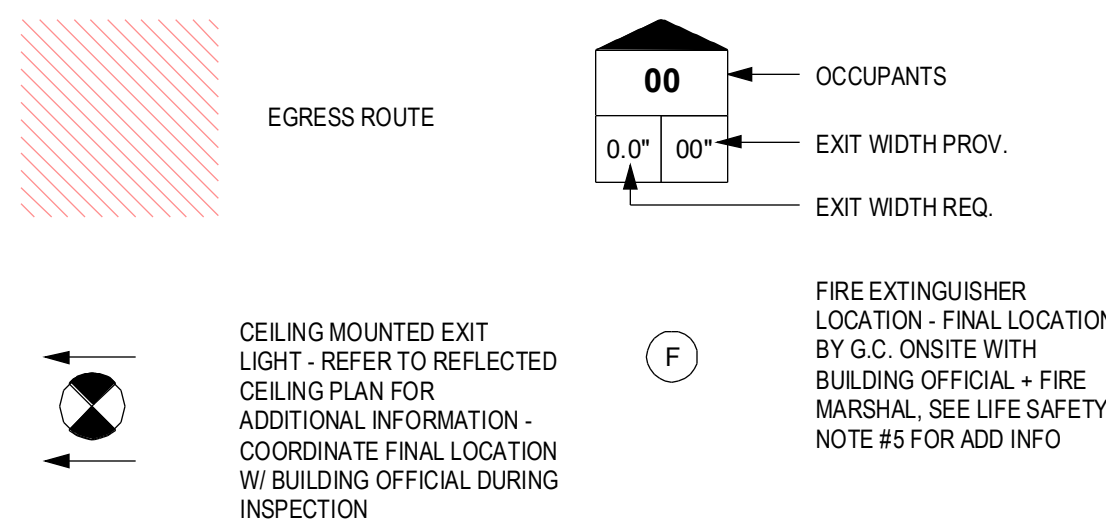
EX01

Scale As indicated

LIFE SAFETY PLAN NOTES

- REFER TO DOOR SCHEDULE FOR ADDITIONAL ACCESSIBILITY AND/OR EGRESS REQUIREMENTS
- CONTINUATION OF ACCESSIBLE AND EGRESS ROUTE OF TRAVEL BEYOND THE AREA OF WORK BY OTHERS
- EXITS, EXIT SIGNS, FIRE ALARM PANELS, HOSE CABINETS, FIRE EXTINGUISHER LOCATIONS, AND STANDPIPE CONNECTIONS (AS APPLICABLE) SHALL NOT BE CONCEALED BY CURTAINS, MIRRORS, OR OTHER DECORATIVE MATERIAL(S)
- ALL EXIT DOORS SHALL BE READILY OPENABLE FROM THE EGRESS SIDE WITHOUT THE USE OF A KEY OR SPECIAL KNOWLEDGE OR EFFORT
- FIRE EXTINGUISHER ARE TO BE PROVIDED AS REQUIRED BY THE MINNESOTA FIRE CODE. MULTI-PURPOSE EXTINGUISHERS REQUIRE A MINIMUM RATING OF 4A:2BC (10 LB) AND SPACED WITH MAXIMUM TRAVEL DISTANCE OF 75'-0" FROM ANY POINT TO A FIRE EXTINGUISHER. K-CLASS PORTABLE FIRE EXTINGUISHERS ARE REQUIRED IN COMMERCIAL KITCHENS, D-CLASS PORTABLE FIRE EXTINGUISHERS SHALL BE INSTALLED IN MACHINE SHOPS

CODE PLAN LEGEND



CODE INFORMATION

APPLICABLE CODES

BUILDING CODE: 2020 MINNESOTA STATE BUILDING CODE  
ENERGY CODE: 2024 MINNESOTA COMMERCIAL ENERGY CODE  
ACCESSIBILITY: 2020 MINNESOTA ACCESSIBILITY CODE  
MECHANICAL: 2020 MECHANICAL AND FUEL GAS CODE  
PLUMBING: 2020 MINNESOTA PLUMBING CODE  
FIRE: 2020 MINNESOTA FIRE CODE  
ELECTRICAL: MINNESOTA ELECTRICAL CODE

CHAPTER 3: USE AND OCCUPANCY CLASSIFICATION

PROPOSED OCCUPANCY: "B" (OFFICE)

CHAPTER 5: BUILDING HEIGHTS AND AREAS

BUILDING AREA: 8,410 GFA  
CONSTRUCTION TYPE: VB  
BUILDING SPRINKLED: YES  
504.3 ALLOWABLE BUILDING HEIGHT: 60'-0"  
504.4 ALLOWABLE STORIES: 3 STORIES  
506.2 ALLOWABLE AREA: 36,000 SF ALLOWABLE

CHAPTER 6: TYPES OF CONSTRUCTION

EXISTING BUILDING CONSTRUCTION TYPE: VB  
PRIMARY STRUCTURAL FRAME: 0  
EXTERIOR BEARING WALLS: 0  
INTERIOR BEARING WALLS: 0  
NONBEARING EXTERIOR WALLS AND PARTITIONS: 0 (10 < X < 30)  
NONBEARING INTERIOR WALLS AND PARTITIONS: 0  
FLOOR CONSTRUCTION: 0  
ROOF CONSTRUCTION: 0

CHAPTER 8: INTERIOR FINISHES

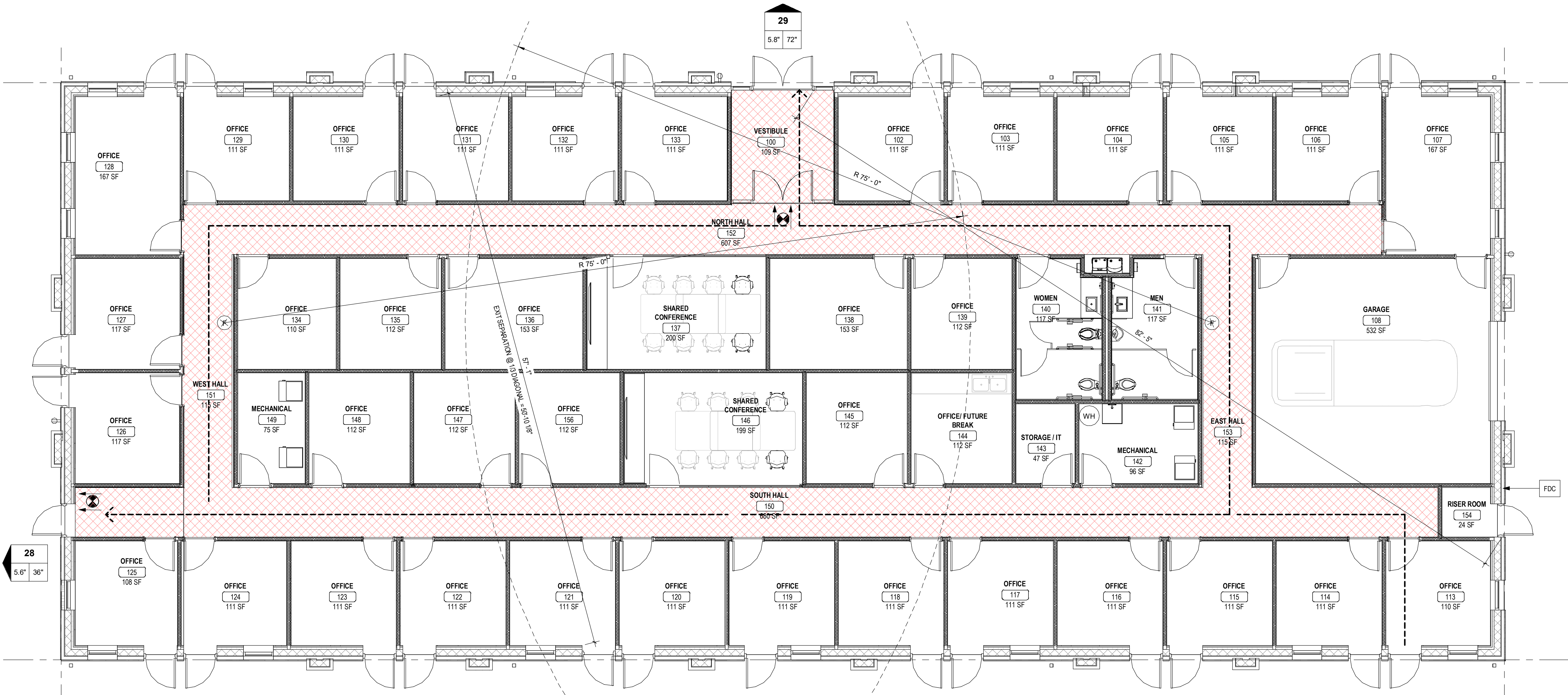
OCCUPANCY GROUP: "B" (OFFICE)  
SPRINKLED: YES  
803.13 INTERIOR EXIT STAIRWAYS AND RAMPS AND EXIT PASSAGEWAYS: B  
CORRIDORS AND EXIT ENCLOSURE FOR EXIT ACCESS STAIRWAYS: C  
ROOMS AND ENCLOSED SPACES: C

CHAPTER 10: MEANS OF EGRESS

1004 FUNCTION OF SPACE: OFFICE (1 PER 150) = 57 OCC  
1006.2 NUMBER OF EXITS: 2 REQUIRED; 2 PROVIDED  
1006.2.1 COMMON PATH OF EGRESS TRAVEL: <100'-0" REQUIRED; 45'-0" PROV  
1017.2 EXIT ACCESS TRAVEL DISTANCE: <250'-0" REQUIRED; 78'-0" PROV  
1020.1 CORRIDORS CONSTRUCTION: 0-HOUR RATED WITH EXISTING SPRINKLER SYSTEM

CHAPTER 29: PLUMBING SYSTEMS

2902.01 MINIMUM NUMBER OF FIXTURES GROUP "B" (CLASSIFICATION):  
REQUIRED: 2.08 WC, 1.25 LAV  
WC: 1 PER 25 FIRST 50, EVERY 50 THEREAFTER PER SEX  
LAV: 1 PER 40 FIRST 80, EVERY 80 THEREAFTER PER SEX  
PROVIDED: 4.00 WC, 1.00 LAV, 1 SERVICE SINK  
56.00 / 2 = 028.00 MALE/ FEMALE  
1. 026.00 / 25 = 1.04 WC EACH  
2. 026.00 / 40 = 0.63 LAV EACH



1 LIFE SAFETY PLAN  
3/16" = 1'-0"

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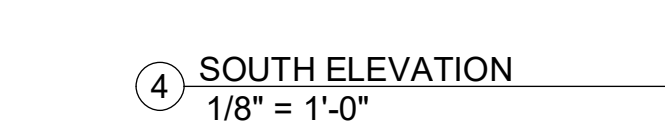
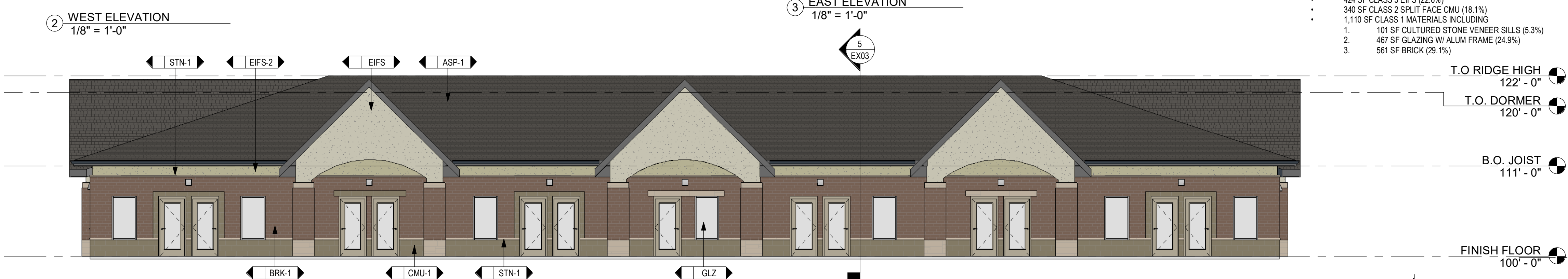
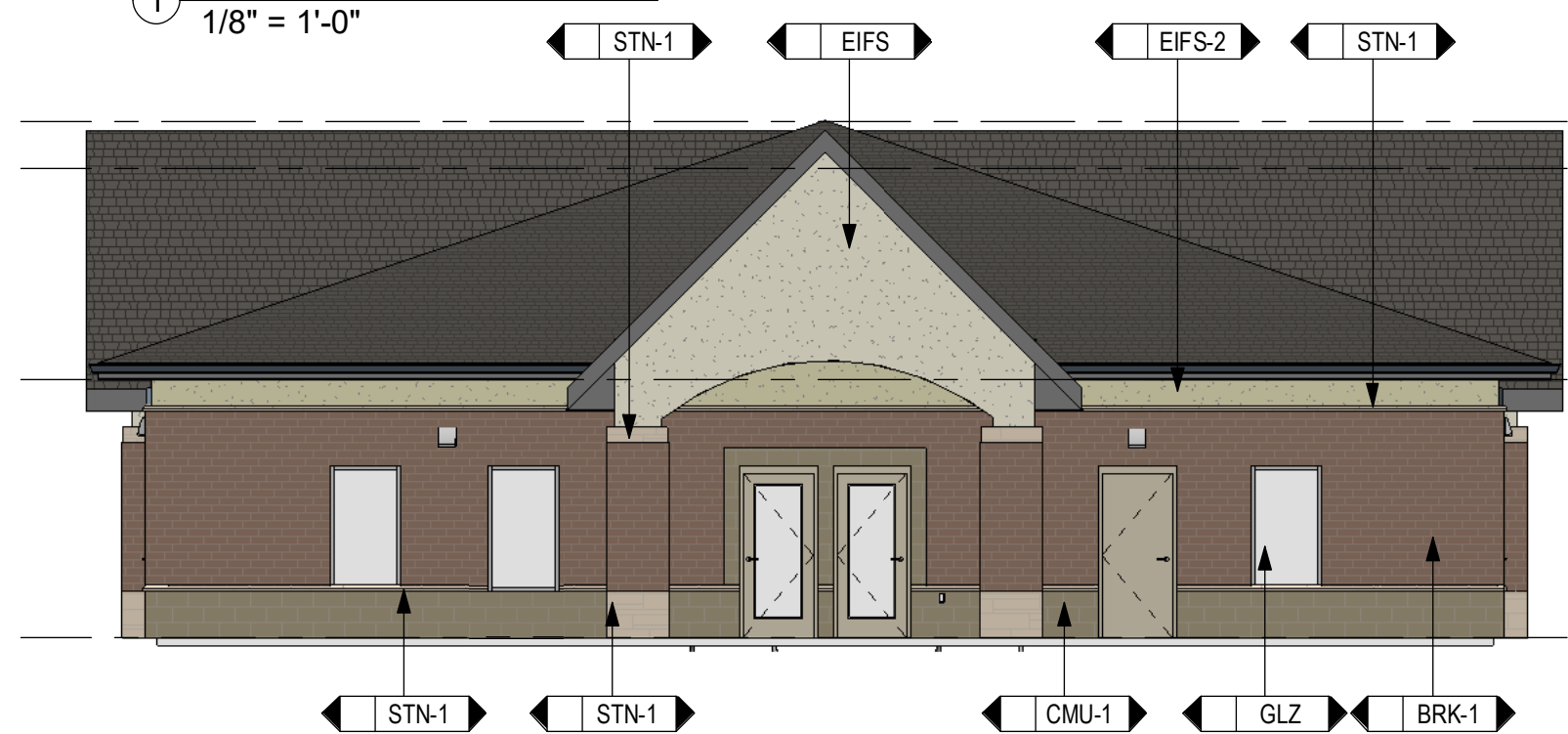
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CONCEPTUAL FLOOR  
PLAN

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EX02

Scale 3/32" = 1'-0"



**BRK-1**  
FULL DEPTH BRICK  
COLOR: TBD  
SIZE: UTILITY (4X12X3/4")



**ALUM-1 / ALUM-2**  
PREFINISHED ALUM DOOR  
W/ INSULATED GLAZING  
EFCO OR SIM  
COLOR: ANODIZED



**STN-1**  
CULTURED STONE VENEER - SILLS  
CORONADO STONE OR SIM  
COLOR: TBD (TEXTURED)  
SIZE: 3"X36" MIN LENGTH



**CMU-1**  
SPLIT FACE CMU  
COUNTY MATERIALS OR SIM  
COLOR: TBD  
SIZE: 16"X8"X4" THICK

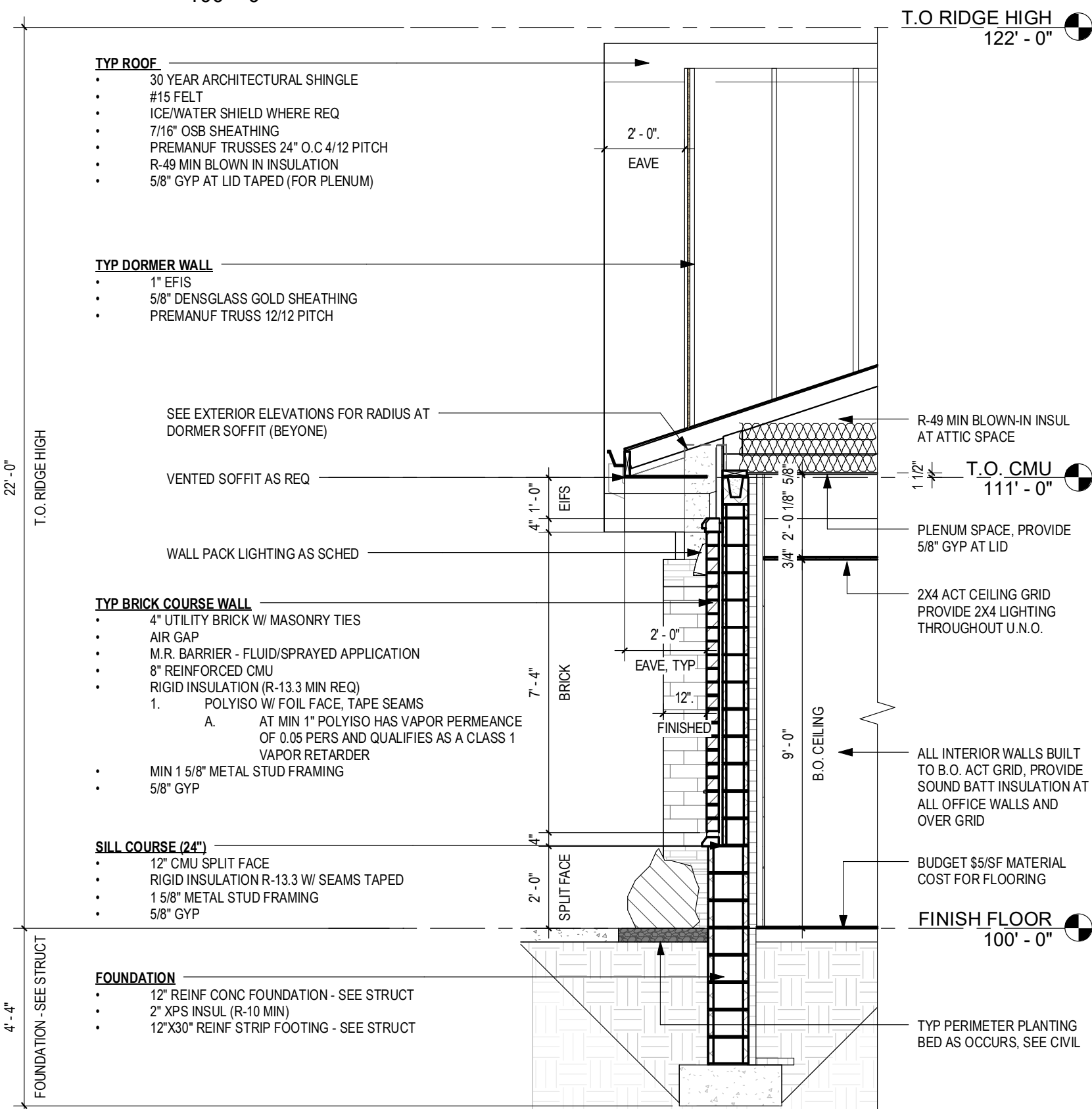


**EIFS-1 & EIFS-2**  
EIFS (1" SYSTEM)  
DRYVIT OR SIM  
COLORS: TBD



**ASP-1**  
ARCHITECTURAL SHINGLES  
GAF OR SIM (30 YEAR)  
COLOR: CANADIAN DRIFTWOOD

**6 EXTERIOR FINISHES**  
1" = 1'-0"



## BUILDING REQUIREMENTS

Classes of Primary Materials		
Class 1	Class 2	Class 3
Brick	Precast concrete panels with at least two architectural reveals per panel	Exterior Insulation and Finish Systems (EIFS)
Glass, or other glazing materials	Specially concrete block including textured, burnished block or rock faced block	Fiber Cement Exterior Siding
Natural or cultured stone	Ceramic Tile (masonry, stone or clay)	Glass Block
Architecturally textured concrete precast or poured in place panels	Architectural metal cladding	Masonry Stucco
		Wood

**1007.043 GENERAL BUILDING AND USE PROVISIONS.**  
COMMERCIAL, PUBLIC, EDUCATIONAL AND RELIGIOUS BUILDINGS. AT LEAST 50% OF EACH EXTERIOR WALL SHALL BE COMPOSED OF AT LEAST THREE CLASS 1 MATERIALS. CLASS 3 MATERIALS SHALL NOT COMPRISE MORE THAN 25% OF EACH EXTERIOR WALL LL.

6. COMMERCIAL, PUBLIC, EDUCATIONAL AND RELIGIOUS BUILDINGS SHALL HAVE A WELL-DEFINED BASE, MIDDLE AND TOP. THE BASE SHOULD APPEAR VISUALLY DISTINCT FROM THE MIDDLE AND TOP PART (CORNICE) OF THE BUILDING THROUGH THE USE OF A CHANGE IN BUILDING MATERIALS, COLOR, WINDOW SHAPE OR SIZE, AN INTERMEDIATE CORNICE LINE, SIGN BAND, AN AWNING, OR SIMILAR TECHNIQUES. A CAP SHALL INCLUDE THE AREA FROM THE TOP FLOOR TO THE ROOF OF THE BUILDING AND SHALL INCLUDE A CORNICE, ROOF OVERHANG, AND CHANGE OF COLOR OR MATERIAL TO DIFFERENTIATE IT FROM THE MIDDLE SECTION OF THE BUILDING. FLASHING SHALL NOT BE CONSIDERED A CAP.

7. ANY WALL FACING A PUBLIC RIGHT-OF-WAY SHALL NOT HAVE AN UNINTERRUPTED LENGTH EXCEEDING 100 FEET WITHOUT INCLUDING AT LEAST TWO OF THE FOLLOWING: CHANGE IN PLANE, CHANGE IN TEXTURE OR MASONRY PATTERN, TWO CLASS 1 MATERIALS, WINDOWS IN A MANNER THAT IS IMPACTFUL TO THE DESIGN, OR AN EQUIVALENT ELEMENT THAT SUBDIVIDES THE WALL INTO HUMAN SCALE PROPORTIONS.

8. BUILDINGS MAY BE CONSTRUCTED OF PRIMARILY ONE CLASS 1 MATERIAL IF THE DESIGN MEETS OR EXCEEDS THE INTENT OF THIS SECTION.

9. A DISTINCTIVELY DIFFERENT COLOR OF BRICK MAY BE CONSIDERED AS A SECOND CLASS 1 MATERIAL. HOWEVER, MINOR BLENDED COLOR VARIATIONS SHALL NOT BE CONSIDERED AS A SEPARATE MATERIAL.

10. EARTH TONE COLORS OF EXTERIOR MATERIALS SHALL BE REQUIRED. "EARTH TONE COLORS" SHALL BE DEFINED AS ANY VARIOUS SOFT COLORS LIKE THOSE FOUND IN NATURE IN SOIL, VEGETATION, ETC. SUCH COLORS ARE LIMITED TO VARIOUS SHADES OR TINTS OF BROWN, BLACK, GRAY, TAN, BEIGE, BRICK RED, GREEN, BLUE, OR WHITE.

11. THE BUILDING WALLS MAY CONTAIN UP TO 10% CONTRASTING COLORS. CONTRASTING COLORS SHALL BE THOSE COLORS NOT DEFINED AS EARTH TONES.

12. ALL BUILDINGS WITH A SLOPED ROOF SHALL HAVE A MINIMUM 12-INCH ROOF OVERHANG AND ENCLOSED SOFFIT.

13. ALL BUILDINGS WITH SLOPED ROOFS SHALL BE COVERED WITH SHINGLES OR TILES OR A STANDING SEAM METAL ROOF.

14. ALL MECHANICAL EQUIPMENT, SUCH AS AIR HANDLING UNITS LOCATED ANYWHERE ON THE PROPERTY, INCLUDING ROOFTOP EQUIPMENT, SHALL BE SCREENED FROM GROUND LEVEL VIEW FROM ADJACENT STREETS, PUBLIC RIGHTS OF WAY, AND ADJACENT PROPERTIES.

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<b>EX03</b>	
Scale	



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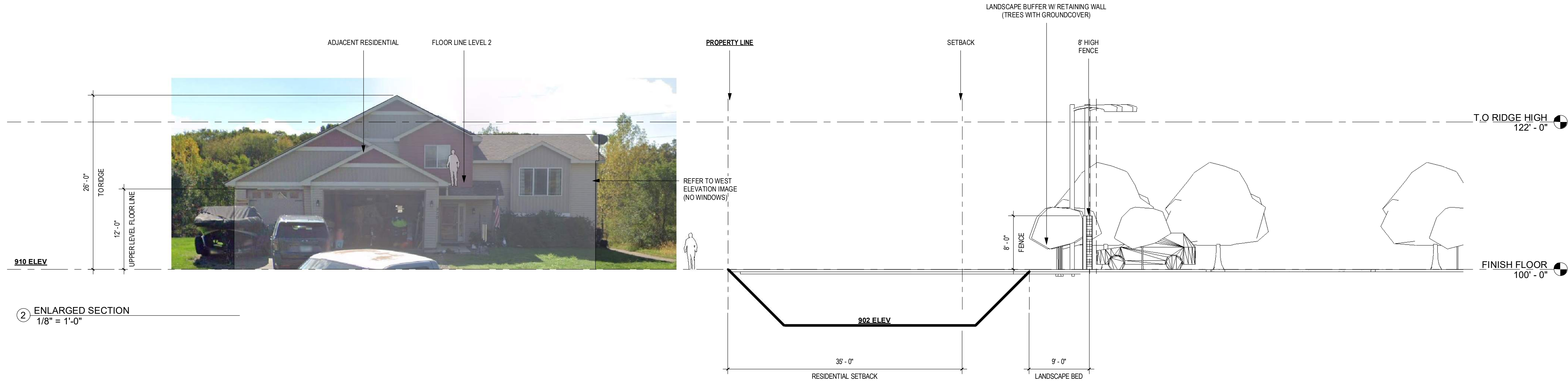
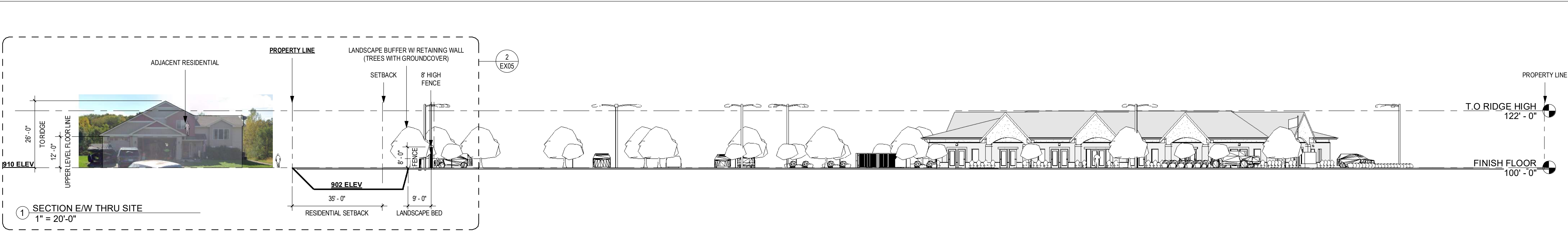
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CONCEPTUAL  
RENDERINGS

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EX04

Scale



ADJACENT RESIDENTIAL - WEST ELEV

CITY STAMP AREA

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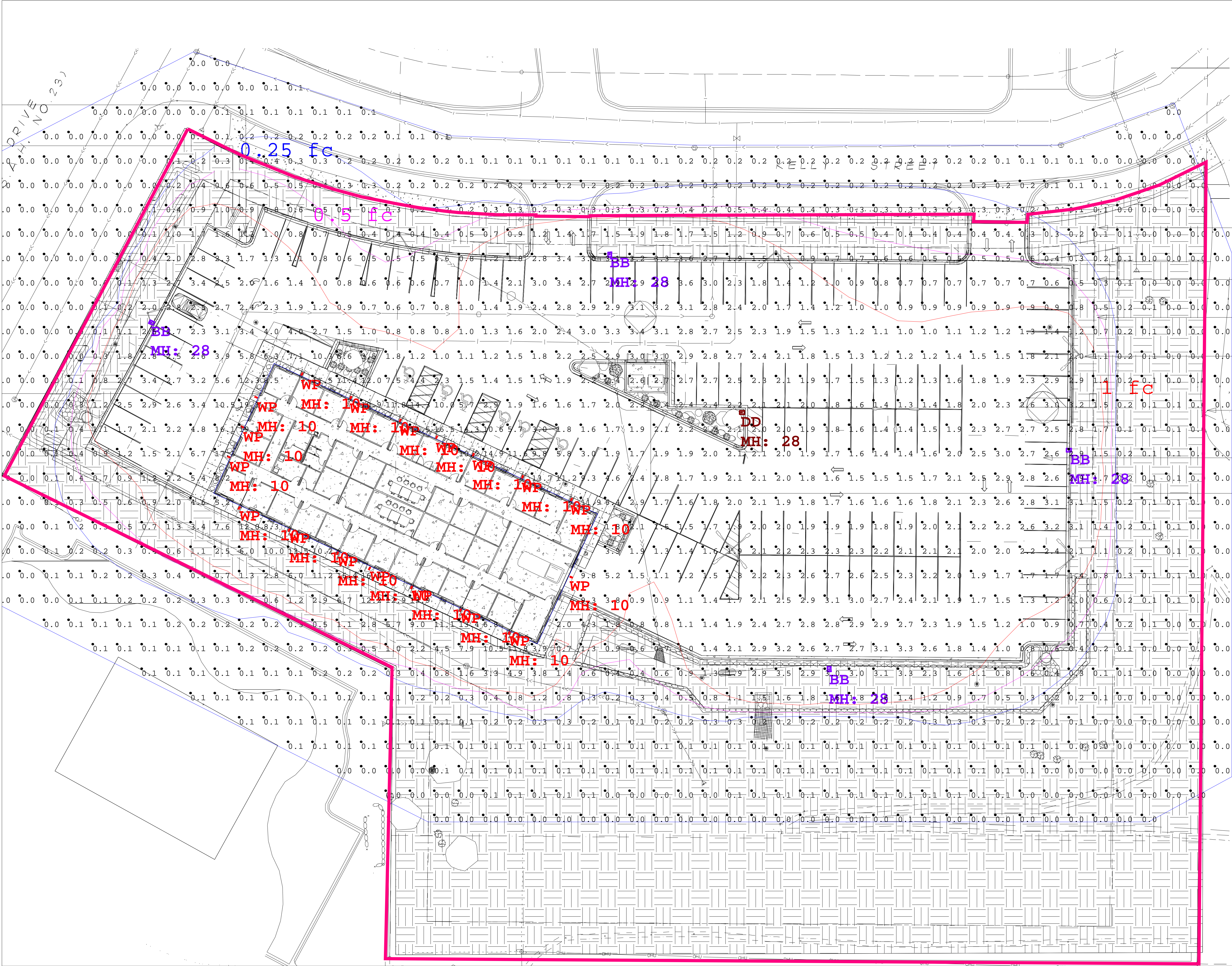
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<b>EX05</b>	
Scale	



Calculation Summary				Units		Avg		Max		Min		Avg/Min		Max/Min	
Label		CalcType		Illuminance		Fc		1.37		19.1		N.A.		N.A.	
Ground_Planar		Luminaire Schedule		Arrangement		Description		LLF		Luminaire Lumens		Luminaire Watts		Total Watts	
DD	1	DD	Single	PRV-XL-C75-D-UNV-T5-BZ	0.910	28129	176	176	176	176	176	176	176	176	176
BB	4	BB	Single	PRV-XL-C75-D-UNV-T4-BZ-HSS	0.910	23676	176	176	176	176	176	176	176	704	704
WP	18	WP	Single	WFLV LS70 G2 FSK-5700LM-40K	0.910	5696	36	36	36	36	36	36	36	648	648

Lino Lakes

Dealership Offices

REV 3  
10.15.25



## Memorandum

**To:** Katie Larsen, Lino Lakes City Planner

**From:** Diane Hankee PE, Lino Lakes City Engineer

**Date:** October 31, 2025

**Re:** 7920 Lake Drive – Lino Lakes Dealership  
Site Plan Review  
031861-000

WSB reviewed the Civil plans for the **Lino Lakes Dealership + Office** site in Lino Lakes, MN, received September 8, 2025. The site is 2.79 acres and located at 7920 Lake Drive east of Lake Drive (CSAH 23) on the south side of Kelly Street. The lot has frontage along Lake Drive (CSAH 23). Comments were made on the following documents:

- **Lino Lakes Dealership + Office - Civil Plans** prepared by Plowe Engineering, dated October 21, 2025, received October 22, 2025.
- **Lino Lakes Dealership + Office - Stormwater Drainage Report** prepared by Plowe Engineering, dated October 21, 2025, received October 22, 2025.
- **Lino Lakes Dealership + Office – Traffic Study** prepared by SSTs, dated October 21, 2025, received October 22, 2025.

The following review comments should be responded to in writing by the applicant. There are additional redline comments on the plan set that should be responded to as well. Not all redline comments are in the review memo.

WSB (10/1/2025) original comments in black  
 Plowe (10/21/2025) responses in red.  
 WSB (10/29/2025) responses and new comments in blue.

### Engineering

- **General**

The **Lino Lakes Dealership + Office** site project proposes to create an office space for independent automotive dealerships which includes the associated parking lot, utilities, and landscaping. The site is located at 7920 Lake Drive on Lot 1 Block 2 of the Pine Glen Addition and will be accessed from Kelly Street.

- **Grading**

A grading and drainage plan was provided for the site including paved areas, curb, and retaining walls.

Comments:

1. ~~Remove basin (INF-2) from drainage and utility easement~~  
 Plowe (10/21/2025) Removed  
 WSB (10/29/2025) Complete

2. Provide Emergency Overflow (EOF) elevations for all low points in the parking or green space areas.  
Plowe (10/21/2025) Added to Sheet C2.1  
WSB (10/29/2025) Additional EOFs required; EOFs must meet freeboard requirements (1') with the lowest opening of the building
3. ~~Provide 15' trail easement~~
  - a. ~~Grade for future trail~~  
Plowe (10/21/2025) Grades added to Sheet C2.2  
WSB (10/29/2025) Complete
4. Address conflict between FES/storm sewer and retaining wall
  - a. Provide detail  
Plowe (10/21/2025) Steel casing detail added to Sheet C4.1  
WSB (10/29/2025) Provide how pipe will be spaced within the casing and how the annular space will be filled
5. ~~Provide retaining wall details~~
  - a. ~~Retaining Walls greater than 4' would require a City permit and be designed by a structural engineer~~  
Plowe (10/21/2025) Noted; A boulder wall detail is added to Sheet C4.1  
WSB (10/29/2025) Complete
6. ~~Verify whether CBMH 1 or CBMH 3 can be shifted to eliminate CB(ST)MH 2~~  
Plowe (10/21/2025) Manholes moved around due to cover, obstructions, etc.  
WSB (10/29/2025) Complete
7. Additional redlines on the plans to be addressed  
Plowe (10/21/2025) Items addressed  
WSB (10/29/2025) See additional items
8. WSB (10/29/2025) Maximum 3:1 Slopes (currently ~37%) along west side of parking area
9. WSB (10/29/2025) Area designated for transformers and condensers on architectural plans shown as having 4:1 slopes on the civil grading plan

- **Stormwater Management**

Stormwater management for 7920 Lake Drive site consists of constructing an infiltration basin on the east side of the site.

Pre- and Post- Development Discharge Rates (cfs)				
Condition	2-Year	10-Year	100-Year	10-Day Snowmelt
Existing*	0.84	1.81	5.21	Not required
Proposed	0.82	1.72	4.87	Not required

\*Existing condition is the updated modeling of the regional drainage system with assumed developed landcover

Comments:

1. ~~The proposed parking lot grading must be revised to raise it above the regional pond HWL of 906.53.~~  
~~Plowe (10/21/2025) HWL in Basin 1 contained within basin footprint.~~
2. ~~CBMH 3 needs a sump to provide pretreatment of inflows to INF 1.~~  
~~Plowe (10/21/2025) Sumps added to two upstream catch basins~~
3. ~~Rolled erosion blanketing containing natural netting is needed on proposed 3:1 slopes.~~  
~~Plowe (10/21/2025) Note added to Sheet 2.2 (trail grading).~~
4. ~~Riprap stabilization is recommended instead of matting for INF 2 basin overflow.~~  
~~Plowe (10/21/2025) Basin 2 has been removed~~
5. ~~Native vegetation must be shown over proposed infiltration BMPs and their side slopes in the landscaping plan.~~  
~~Plowe (10/21/2025) Noted; Seed mix 33-261 used~~
6. ~~Trees should not be planted in the infiltration basin.~~  
~~Plowe (10/21/2025) Trees removed from basin.~~
7. ~~Exfiltration must be removed from the modeling for determination of site rate control and HWLs.~~  
~~Plowe (10/21/2025) Removed from latest models~~
8. ~~HydroCAD modeling should use the separate impervious/pervious runoff mode in model settings for most accurate hydrology.~~  
~~Plowe (10/21/2025) Noted; current modeling is the most conservative (higher rates, higher HWL)~~
9. ~~Revise storm sewer to collect more of the surface flow from the eastern half of the parking area.~~
  - a. ~~Currently all surface flow goes to the southeast curb cut~~  
~~Plowe (10/21/2025) Attempts were made to collect as much runoff in the storm sewer system such as the revisions of parking lot grades and decrease in impervious cover. Due to cover requirements, final inlet elevation for DLI surcharge requirements, etc. a rain guardian is necessary at the low corner (higher than the HWL) so an additional rain guardian was added so the surface runoff can be handled adequately.~~  
~~WSB (10/29/2025) Complete~~
10. WSB (10/29/2025) Shift 8" storm sewer on the south side of the building such that it meets minimum 1:1 slope requirements from the existing easement line.
11. WSB (10/29/2025) Recommend combining storm sewer prior to outfall to INF-1 per markups on plans. Also recommend shifting CBMH-3 to the north curblane rather than within the driving lane.

- **Water Supply**

An 8" DIP CL 52 water service stub is supplied to the site.

Comments:

- ~~1. Show approximate location where existing utilities enter the building.~~  
~~Plowe (10/21/2025) Noted; riser room near the Eastern wall~~  
~~WSB (10/29/2025) Complete~~
- ~~2. We recommend that the City Deputy Director of Public Safety Fire Division review the proposed plan for water supply and hydrant coverage.~~  
~~Plowe (10/21/2025) Noted; looking forward to review~~  
~~WSB (10/29/2025) Complete~~
3. Verify need for separate fire and domestic services with separate shutoffs  
Plowe (10/21/2025) Note; a gate valve was added at the end of the 8" DIP stub, a reducer to reduce the pipe size from 8" to 6" for the new fire suppression stub, and a 2" corporation is proposed off of the new 6" stub for the domestic needs.  
WSB (10/29/2025) Tap 8" section of pipe upstream of 8" to 6" reducer with 2" domestic service instead of 6" section downstream
4. Additional redlines on the plans to be addressed  
Plowe (10/21/2025) Items addressed  
WSB (10/29/2025) see additional redlines
5. WSB (10/29/2025) Provide approved Department of Labor and Industry permit to City prior to construction
6. WSB (10/29/2025) Provide insulation for watermain where 8' minimum cover cannot be met
7. WSB (10/29/2025) Provide minimum 18" pipe separation required for compaction
  - Insulate between the storm sewer and water when the separation is less than 36"

- **Sanitary Sewer**

A 6" PVC SCH 40 sanitary sewer service stub is supplied to the site.

Comments:

- ~~12. Show approximate location and elevation where existing utilities enter the building.~~  
~~Plowe (10/21/2025) Noted; location of riser room is on the East side of the building.~~  
~~WSB (10/29/2025) Complete~~
- ~~13. Additional redlines on the plans to be addressed~~  
~~Plowe (10/21/2025) Items addressed~~  
~~WSB (10/29/2025) Complete~~
14. WSB (10/29/2025) Provide approved Department of Labor and Industry permit to City prior to construction

- **Transportation**

The 7920 Lake Drive site proposes the use of two access off of Kelly Drive.

Comments:

- ~~1. We recommend that the City Deputy Director of Public Safety Fire Division review the proposed plan for emergency access.~~  
~~Plowe (10/21/2025) Noted~~  
~~WSB (10/29/2025) Complete~~
- ~~2. Provide turning movements for expected delivery/semi-truck vehicles within the lot.~~  
~~Plowe (10/21/2025) Fire truck turn route added on Sheet C7. No semi-truck vehicles are anticipated.~~  
~~WSB (10/29/2025) Complete~~
3. A photometric plan has been provided. Ensure lights are not placed on curblines and that foot candle levels meet Lino Lakes City Ordinance.  
Plowe (10/21/2025) See updated photometric plan  
WSB (10/29/2025) Parking lot layout does not match what is shown in the site plan.
- ~~4. The parking calculations meet Lino Lakes City Ordinance.~~  
~~Plowe (10/21/2025) Noted~~  
~~WSB (10/29/2025) Complete~~
- ~~5. Show curb ramp locations.~~  
~~Plowe (10/21/2025) Shown on Sheet C2.2~~  
~~WSB (10/29/2025) Complete~~
- ~~6. Based on a 8,410 SF Small Office Building use, ITE estimates 14 trips in the AM peak hour, 18 trips in the PM peak hour, and 121 daily trips. The site will have minimal impacts to the adjacent roadway network and the Traffic Study does not recommend any mitigation measures.~~  
~~Plowe (10/21/2025) Noted; traffic study to be amended~~  
~~WSB (10/29/2025) Complete~~
- ~~7. Minor comments on the Traffic Study include updating the size of the building to 8,410 square feet. The Traffic Study does meet the Lino Lakes City Ordinance.~~  
~~Plowe (10/21/2025) Noted~~  
~~WSB (10/29/2025) Complete~~
- ~~8. Provide pedestrian ramps across entrances~~  
~~Plowe (10/21/2025) Shown on Sheet C2.2~~  
~~WSB (10/29/2025) Complete~~
- ~~9. Follow commercial entrance detail to have 25' radii matching into Kelly Street~~  
~~Plowe (10/21/2025) Shown on Sheet C1 and C2.2~~  
~~WSB (10/29/2025) Complete~~
10. WSB (10/29/2025) Shift sidewalk out of the easement

- **Wetlands and Mitigation Plan**

Wetlands are not present.

- **Landscaping**

Specific landscaping plans were provided as part of the submittal and the City's Environmental Coordinator will review and provide in-depth comments.

- **Floodplain**

No floodplain on the site.

- **Drainage and Utility Easements**

Drainage and utility easements are required for stormwater systems. This includes the area encompassing the 100-yr HWL of any BMPs.

Comments:

1. ~~Provide 15' trail easement as shown~~
  - a. ~~Grade area for future trail~~  
~~Plow (10/21/2025) Easement is shown. Future grading shown on Sheet G2.2~~
  - b. ~~WSB (10/29/2025) Complete~~

- **Development Agreement**

A Development Agreement will not be required but a Site Performance Agreement will be.

- **Grading Agreement**

Grading agreement not required at this time.

- **Stormwater Maintenance Agreement**

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

- **Permits Required**

1. NPDES General Construction Permit
2. City of Lino Lakes Zoning Permit for construction
3. Anoka County Highway/Right of Way Permit

#### 4. 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](mailto:kkeller@wsbeng.com). You may also contact Diane Hankee at (651) 982-2430 or [dhankee@linolakes.us](mailto:dhankee@linolakes.us).



## Environmental Memo

To: Katie Larsen, City Planner

From: Tom Hoffman, Environmental Coordinator

Date: October 29, 2025

Re: Environmental Comments – 7920 Lake Drive- Lino Lakes Dealership

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Staff has reviewed the submittals and had recommended the following:

1. CBMH 3 should be a sump structure to provide pretreatment before discharging into the infiltration basin. Otherwise, an additional structure should be proposed prior to the outlet as a sump.
2. Recommend planting native species or low mow fescue adjacent to the parking lot where the site drains to the stormwater bmp.
  - a. Filtration of additional buffer will be beneficial to soil stabilization, pollutant filtration, and wildlife/pollinator habitat.
3. Rock mulch bed for landscaping to be flush with ground level.
4. Remove tree plantings from within the infiltration basin 1 as this will lead to maintenance issues.
  - a. Removal of the trees from the basin will likely change the vehicular hardscape coverage calculations
5. Infiltration Basin 1 is being proposed as a snow storage area, staff highly recommends storing snow outside of the basin. Storage within the basin will lead to higher sedimentation rates, increased chloride, and maintenance issues.
6. Retaining wall around infiltration basin 1 is concerning for future maintenance operations.
7. Infiltration Basin 1 shows being stabilized with sod, provide live plugs and native seed like Basin 2.
8. End cap parking breaks should have landscaping provided
9. 8' privacy fence should be constructed of maintenance free material
  - a. Fencing should have 50% exterior coverage from shrubs or planting. The East side of the development should provide landscaping on the exterior of the proposed fence.
10. Glare shield to be provided on parking lot lighting
11. Snow storage should be done outside of the drainage and utility easement. Runoff from the stockpile will end up in the city stormwater basin downstream.

- a. If this area is to be used buffer or treatment should be provided before entering the city system.
- 12. Combine one of the three outlets if feasible on the West side of the infiltration basin. Having three separate outlets will create maintenance issues along with sediment build up
- 13. NPDES permit will be required for the project. Provide proof of permit before construction.
  - a. Provide inlet protection in both CB adjacent to Kelly Street
  - b. Add note that street sweeping of adjacent impervious surface is required by the authorization of the City Engineer.
  - c. Final Erosion control review will be completed with future submittals.



**SITE & BUILDING PLAN REVIEW  
WORKSHEET**

**PROJECT:** Lino Lakes Dealership and Offices

**DATE:** October 2, 2025

**REVISED:** October 28, 2025

**Planning & Zoning Board Date:** October 8, 2025

**City Council Date:** November 10, 2025

**ZONING/LAND USE**

Zoning District	GB
Future Land Use Plan	Commercial
Sewered or Unsewered Lot	Sewered
CUP required?	Yes
Comprehensive Plan Amendment?	No
Rezoning required?	No
Variance required?	No

	Required	Proposed
Lot size (sf)	20,000 sf	121,566 sf
Lot width (ft.)	100 ft	160 ft

*Revised 10/21/25 plans are compliant.*

**NOTES:**

GB, General Business

motor vehicle sales lot

existing lot

lot width along Lake Drive

**Setbacks-Street Right-of-Way**

Principal Building-Arterial (Lake Dr)  
Parking Lot

Required	Proposed
40 ft	76 ft
15 ft	25 ft

Front

**Setbacks-Street Right-of-Way**

Principal Building-Local (Kelly St)  
Parking Lot

Required	Proposed
30 ft	75 ft
15 ft	17 ft

**Setbacks-Rear Lot Line (East)**

Principal Building  
Accessory Building  
Parking Lot/Driveway

Required	Proposed
10 ft	247 ft
10 ft	NA
10 ft	53 ft

**Setbacks-Side Lot Line (South)**

Principal Building  
Accessory Building  
Parking Lot/Driveway

Required	Proposed
10 ft	31 ft
10 ft	NA
10 ft	26 ft

From Residential Land Use  
Between Principal Buildings

Required	Proposed
35 ft	247 FT
TBD	NA

Height

Required	Proposed
45 ft max	22 ft

Impervious surface restrictions

Permitted	Proposed
75% max	46%

## GENERAL PROVISIONS

### ***Building Type and Construction***

Commercial

See applicant submittal spreadsheet. Elevations are compliant.

### ***Accessory buildings or structures***

Number of structures

**Required**

**Proposed**

0

0

Size

400 sf

NA

Refuse and recyclable materials enclosure

Yes

Located in side yard 60ft from lot line

### ***Outdoor lighting***

1.0 ft candle allowance onto right of way

OK

OK per rev 3 10-15-25 revised photometric plan

0.4 ft candle allowance onto adjacent prop.

OK

Light Shields

OK

Glare shields are provided. See page 10 of Photometric Plan under Options.

Light Fixture Pole Height

**Required**

**Proposed**

30 ft max.

28 ft

Light Fixture Location

**Required**

**Proposed**

Street ROW

10 ft

15 ft

Side or rear

5 ft

50+ ft

Smoke, Dust, Odors, Noise	Minimal
Sewage Disposal (on-site)	NA
Waste material	Yes
Bulk storage (liquid)	No
Radiation emission	No
Electrical emission	No
Exterior storage	No

Off-Street Parking

	Required	Proposed
Angle of parking	90	90
Space Width	9 ft	9 ft
Space Length	18 ft	18 ft
Aisle Width One Way	24 ft	24 ft
Aisle Width Two Way	24 ft	24 ft

Curb cut access 30 feet from ROW intersection	100+ ft
Curb cut access onto public street 40 feet from one another	132 ft
Curb cut and driveway 5 feet from side yard	75 ft

Typical construction activities.

Typical construction waste material will be property disposed of.

	Required	Proposed
Curb cut width	36 feet max.	36 ft
Driveway grade elevation	5%	1.29%
Striping 4" wide	4"	4"

Continuous concrete perimeter curb barrier Yes

6+ spaces shall be landscaped on all sides Yes

50+ space parking lots require  
100 sf island per 25 spaces 2249 sf

	Required	Proposed
# space requirements	115	110
# handicap space requirements	6	6

There are 109 surface parking spaces and 1 garage bay for a total of 110 spaces.

*The 110 proposed parking spaces meets  
the parking space requirement scenarios.*

**Off-Street Loading Spaces** NA

1.29%  
Required.

B612 per Sheet C1

108 spaces / 25 = 4.32 x 100 = 432 sf required

Per City Code Section 1007.052(6)	Gross	Floor	# Spaces	
Office: 1 space per 200sf floor area	8,410	7,569	38	required
Sales: 1 space per 250sf floor area +	8,410	7,569	30	required
1 space per 2,000 sf gross land area.	121,566		61	required
			91	TOTAL

**OR**

**OR**

Per City Code Section 1007.132(8)(h)				
Sales:	380 sf sales area per vehicle exclusive of required parking areas			
	43,800 sf sales area/380 =	115 spaces required		
		110 spaces proposed		
Office:	-38 spaces required			
	72 spaces allocated for vehicle sales			

**SPECIAL REVIEW REGULATIONS**

Shoreland District	NA	
Floodplain District	NA	
Town Center Design & Development Guide	NA	
Industrial Park Covenants	NA	

**EAW/AUAR COMPLIANCE**

Does an EAW/AUAR exist?	No	
Is an EAW/AUAR required?	No	
Is project in compliance?	NA	
Does EAU/AUAR need to be revised?	NA	

**ADDITIONAL NOTES**

See additional conditions listed in staff reports.

A separate Sign Permit application for all ground and/or building wall signs shall be submitted and approved prior to the construction or installation of any signage.

**CITY OF LINO LAKES  
RESOLUTION NO. 25-153**

**APPROVING MOTOR VEHICLE SALES LOT CONDITIONAL USE PERMIT  
FOR LINO LAKES DEALERSHIP AND OFFICE (7920 LAKE DRIVE)**

**WHEREAS**, the City received a land use application for a conditional use permit for motor vehicle sales lot ("Development"); and

**WHEREAS**, the October 8, 2025 Planning & Zoning Board Staff Report and the November 10, 2025 Council Staff Report provide supporting narrative and documentation for the Development; and

**WHEREAS**, the property is zoned GB, General Business and allows for motor vehicle sales lot with an approved conditional use permit; and

**WHEREAS**, the legal description of the property is Lot 1, Block 2, Pine Glen; and

**WHEREAS**, City staff has completed a review of the land use application based on the following plans:

- Narrative prepared by Tyler Heubsch dated August 11, 2025
- Certificate of Survey prepared by EG Rud & Sons, Inc. dated July 24, 2025
- Civil Plan Set prepared by Plowe Engineering revised October 21, 2025
- Landscape Plan prepared by Calyx Design Group revision date October 22, 2025
- Architectural Plans prepared by Thielen & Green revision date October 21, 2025
- Photometric Plan prepared by AidElectric Corporation dated October 15, 2025
- Site Drainage Narrative prepared by Plowe Engineering Inc revision date October 21, 2025
- Geotechnical Exploration Report prepared by Haugo GeoTechnical Services dated August 27, 2025
- Traffic Study prepared by SSTs LLC dated October 21, 2025; and

**WHEREAS**, the Planning & Zoning Board held a public hearing on October 8, 2025 and the Board recommended approval of the conditional use permit.

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

**FINDINGS OF FACT**

Per City Code Section 1007.016(3):

(e) The Planning and Zoning Board shall hold the public hearing and consider possible adverse effects of the proposed conditional use. Its judgement shall be based upon, but not limited to, the following factors:

1. The proposed development application has been found to be consistent with the design standards listed in § [1007.020](#)(4).

*See below for design and performance standard requirements.*

2. Will not involve uses, activities, processes, materials, equipment and conditions of operation that will be detrimental to any persons, property, or the general welfare because of excessive production of traffic, noise, smoke, fumes, glare, or odors.

*The proposed motor vehicle sales lot will not involve activities detrimental to any person, property, or the general welfare.*

3. Will not result in the destruction, loss, or damage of a natural, scenic or historic feature of major importance.

*The proposed motor vehicle sales lot will not result in the destruction of a natural, scenic, or historic feature of major importance.*

Per City Code Section 1007.020:

(4) *Performance Standards.* Plans which fail to meet the following criteria shall not be approved.

(a) The proposed development application must be consistent with the policies and recommendations of the Lino Lakes Comprehensive Plan.

*The proposed motor vehicle sales lot is consistent with the policies and recommendations of Comprehensive Plan and commercial land use.*

(b) The proposed development application is compatible with present and future land uses of the area.

*The proposed motor vehicle sales lot is compatible with present and future land uses of the area.*

(c) The proposed development application conforms to performance standards herein and other applicable City Codes.

*The proposed motor vehicle sales lot conforms to City Code performance standards with minor revisions as noted in this resolution.*

(d) Traffic generated by a proposed development application is within the capabilities of the City when:

1. If the existing level of service (LOS) outside of the proposed development is A or B, traffic generated by a proposed development will not degrade the level of service more than one grade.
2. If the existing LOS outside of the proposed development is C, traffic generated by a proposed development will not degrade the level of service below C.
3. If the existing LOS outside of the proposed development is D, traffic generated by a proposed development will not degrade the level of service below D.
4. The existing LOS must be D or better for all streets and intersections providing access to the proposed development. If the existing level of service is E or F, the developer must provide, as part of the proposed project, improvements needed to ensure a level of service D or better.
5. Existing roads and intersections providing access to the proposed development must have the structural capacity to accommodate projected traffic from the proposed development or the developer will pay to correct any structural deficiencies.
6. The traffic generated from a proposed development shall not require City street improvements that are inconsistent with the Lino Lakes Capital Improvement Plan. However, the City may, at its discretion, consider developer-financed improvements to correct any street deficiencies.
7. The LOS requirements in paragraphs 1. to 4. above do not apply to the I-35W/Lake Drive or I-35E/Main St. interchanges. At City discretion, interchange impacts must be evaluated in conjunction with Anoka County and the Minnesota Dept. of Transportation, and a plan must be prepared to determine improvements needed to resolve deficiencies. This plan must determine traffic generated by the proposed development project, how this traffic contributes to the total traffic, and the time frame of the improvements. The plan also must examine financing options, including project contribution and cost sharing among other jurisdictions and other properties that contribute to traffic at the interchange.

*The proposed motor vehicle sales lot meets Level of Service (LOS) requirements. The existing roads and intersections providing access to the proposed development have the structural capacity to accommodate projected traffic from the proposed development. The traffic generated from a proposed development does not require City street improvements that are inconsistent with the Lino Lakes Capital Improvement Plan.*

(e) The proposed development shall be served with adequate and safe water supply.

*The proposed motor vehicle sales lot will have an adequate and safe water supply.*

(f) The proposed development shall be served with an adequate or safe sanitary sewer system.

*The proposed motor vehicle sales lot will be served with an adequate waste disposal system.*

(g) The proposed development shall not result in the premature expenditures of City funds on capital improvements necessary to accommodate the proposed development.

*The proposed motor vehicle sales lot does not require City funds.*

(h) Fire prevention and fighting equipment acceptable to the Board of Fire Underwriters and City Council shall be readily available when any activity involving the handling or storage of flammable or explosive materials is carried on.

*The proposed motor vehicle sales lot will have fire prevention and fighting equipment readily available.*

**BE IT FURTHER RESOLVED** the following specific performance standards of City Code Section 1007.132(8) have also been met:

(h) Motor vehicle sales lot provided that:

1. Outside sales areas are fenced or screened from view of neighboring residential uses or an abutting residential district in compliance with § [1007.049](#).

*An 8ft tall screen fence and landscaping will be installed along the east side of the parking lot abutting the residential district.*

2. Outside services and sales are associated with a principal building of at least 1,000 square feet of floor area.

*The principal building footprint is 8,410 sf gross and 7,569 sf floor area.*

3. The entire sales lot and off-street parking area is paved.

*The entire sales lot and off-street parking area is paved.*

4. Parking for customers and employees must be provided in compliance with § [1007.052](#)(6).

The commercial building is a combination of office space and motor vehicle sales lot uses. The proposed 108 parking spaces and 1 garage bay are compliant for customer and employee parking.

5. For passenger motor vehicle sales activities, a minimum of 380 square feet of sales area per vehicle is provided exclusive of required parking areas. Minimum sales area for all other motor vehicles will be determined by the City Council during the review of the conditional use permit.

*A minimum of 380 sf of sales area per vehicle is provided exclusive of required parking areas.*

6. A perimeter curb is provided around the sales/parking lot.

*A perimeter curb is provided around the sales/parking lot.*

7. All lighting shall be hooded and so directed that the light source is not visible from the public right-of-way or from an abutting residence and shall be in compliance with § [1007.046](#).

*The photometric plan and lighting details are compliant with § [1007.046](#).*

8. Vehicles for sale shall be displayed in an orderly manner.

*The vehicles for sale shall be displayed and parked in the approved, striped parking spaces.*

**BE IT FURTHER RESOLVED** the motor vehicle sales lot conditional use permit is approved subject to the following conditions:

1. No more than 72 parking spaces shall be designated for motor vehicle sales.
2. No automobile repair, major or minor, is allowed on site or in the garage bay.
3. A 15ft wide trail easement is required along the interior west lot line along Lake Drive for future trail construction.
4. Pole mounted lighting shall be dimmed to 50% levels after business closing hours.
5. Motor vehicles sales shall be limited to passenger motor vehicles only as defined by City Code Section 1007.001(2).
  - a. **PASSENGER MOTOR VEHICLE.** Any motor vehicle, including pickup trucks and vans, designed and used for carrying not more than 15 individuals including the driver.
6. All passenger motor vehicles shall be operable and appropriately licensed.
7. Privacy/screening fences shall consist of maintenance free or low maintenance materials such as composite, vinyl, or similar.

**BE IT FURTHER RESOLVED** the following comments shall be addressed prior to issuing a grading permit:

1. A Site Improvement Performance Agreement shall be executed.
2. All comments from the City Engineer memo dated October 31, 2025.
3. All comments from the Environmental Coordinator memo dated October 29, 2025.
4. A trail easement document and exhibit shall be provided and recorded after City staff review.
5. A drainage and utility easement document and exhibit shall be provided and recorded after City staff review.
6. Sheet C0, Civil Plan Set Cover Sheet:
  - a. Include revision dates under Revision Description.
7. Sheet C1, Site Plan:
  - a. Include total number of parking spaces provided.
  - b. Show location of 8ft tall fence along parking lot.
  - c. Show exterior mechanical equipment screening.
8. Sheet C2.1, Grading, Drainage, and Erosion Control Plan:
  - a. Include driveway grade % for both driveways.
9. Sheet EX01, Conceptual Site Plan:
  - a. Include total number of parking spaces provided.
  - b. The Site Plan and Section @ Fence detail shall show the location of the fence, retaining wall, and required landscaping.

Adopted by the City Council of the City of Lino Lakes this 10<sup>th</sup> day of November, 2025.

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Rob Rafferty, Mayor

ATTEST:

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Roberta Colotti, CMC, City Clerk

**CITY OF LINO LAKES  
RESOLUTION NO. 25-154**

**APPROVING SITE IMPROVEMENT PERFORMANCE AGREEMENT WITH  
TYLER HEUBSCH DBA DEALER UNITS**

**WHEREAS**, the City has completed review of the site and building plans for Lino Lakes Dealership and Offices located at 7920 Lake Drive; and

**WHEREAS**, the legal description of the property is Lot 1, Block 2, Pine Glen; and

**WHEREAS**, City Code Section 1007.020(5)(d) requires the execution of a site performance agreement prior to issuance of a building permit.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of Lino Lakes, Minnesota that that the Site Improvement Performance Agreement between the City of Lino Lakes and Tyler Heubsch DBA Dealer Units is hereby approved and the Mayor and City Clerk are authorized to execute such agreements on behalf of the City.

Adopted by the Council of the City of Lino Lakes this 10th day of November, 2025.

\_\_\_\_\_  
Rob Rafferty, Mayor

ATTEST:

\_\_\_\_\_  
Roberta Colotti, CMC, City Clerk

**CITY OF LINO LAKES, MINNESOTA  
SITE IMPROVEMENT PERFORMANCE AGREEMENT**

THIS AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_, 2025, is by and between the **City of Lino Lakes**, a municipal corporation organized under the laws of the State of Minnesota, and Tyler Heubsch ("Developer").

WHEREAS, the Developer has received approval of Site Development Plans titled "Lino Lakes Dealership and Office Plans", by the City of Lino Lakes on the 10<sup>th</sup> day of November, 2025, and in accordance with the Plans all of which are made a part hereof by reference. In consideration of such approval, the Developer, its successors and assigns, does covenant and agree to perform certain work as more specifically set forth in the plans titled "Lino Lakes Dealership and Office Plans", hereinafter called the "Plans", and as hereinafter set forth upon the real estate (hereinafter referred to as "Property") described as follows:

Lot 2 Block 1, Pine Glen

NOW, THEREFORE, in consideration of the mutual promises of the parties made herein,

IT IS AGREED BY AND BETWEEN THE PARTIES HERETO:

I. DESIGNATION OF IMPROVEMENTS.

- A. Improvements on the project site to be installed at the Developer's expense by the Developer as hereinafter provided are hereinafter referred to as "On-site Work".
- B. Improvements off the project site to be installed at the Developer's expense, if any, by the Developer as hereinafter provided are hereinafter referred to as "Off-Site Work".
- C. Developer shall enter into a Declaration for Maintenance of Stormwater Facilities by and among Developer, City and Rice Creek Watershed District.

II. ON-SITE WORK.

- A. On-Site Work. The On-Site Work shall consist of the improvements described in the approved Plans, to include any approved subsequent amendments, and shall be in compliance with all applicable statutes, codes and ordinances of the City. The On-Site Work includes all on-site exterior amenities as shown on the approved Plans and as required by the plan approval, such as, but

not limited to: landscaping, private driveways, parking areas, sanitary sewer extension, water system extension, storm drainage systems, curbing, lighting, fencing, fire lanes, sidewalks, exterior building architectural design and building elements, site grading and erosion control measures.

Such improvements shall be completed in accordance with Section V herein.

- B. Cost Estimates. The Developer has provided the City with a written estimate of all applicable costs of the On-Site Work, itemized by type. The cost estimates have been reviewed by the City, and the City has established the actual amount of the financial guarantee as set forth below. The description and estimated cost of Developer's On-Site Work are as follows:

	Description of Improvements	Estimated Costs
1.	Lighting	\$ 36,300.00
2.	Fences / Screen Structures	\$ 5,060.00
3.	Trash Disposal Structures	\$ 15,000.00
4.	Curbing / Islands / Delineators	\$ 27,500.00
5.	Storm Drainage Systems / Sewers / Catch Basins / Culverts / Swales	\$ 30,820.00
6.	Public Trails and / or Sidewalk	\$ 0.00
7.	Private Trails and / or Sidewalk	\$ 9,315.00
8.	Driveway / Curb cut / Parking Lot / Fire Lane	\$ 108,450.00
9.	Water mains / Hydrants / Sanitary Sewers	\$ 22,884.00
10.	Landscaping	\$ 53,477.00
11.	Site Grading	\$ 77,856.00
12.	Erosion Control	\$ 4,880.00
	Total Estimated Cost of Developer Improvements	\$ 391,542.00
	<b>Security Requirement (Total * 35%)</b>	<b>\$ 137,040.00</b>

III. OFF-SITE WORK - Not applicable.

IV. EASEMENTS/RIGHT OF WAY

- A. The Developer is party to easements of record and a Declaration of Easements, Covenants, Conditions and Restrictions concerning Lot 2, Block 1, Pine Glen.

### III. DEVELOPER FEES.

#### A. Trunk Sanitary Sewer Connection Fees

The City established trunk utility connection fees to uniformly distribute the costs of public trunk sanitary sewer infrastructure. The Trunk Utility Connection Fee consists of two components; a Trunk Charge and an Availability Charge.

##### Trunk Charge

Previously paid at the time of subdivision.

##### Availability Charge

Commercial/Industrial/Institutional availability charges shall be paid at the time of building permit. Fees are based on the number of sanitary access charge (SAC) units assigned by Metropolitan Council Environmental Services (MCES).

City Sewer (CSAC)	\$1,686.00 Per SAC Unit
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Trunk sewer unit charges addressed under this paragraph are in addition to any SAC charges imposed by Metropolitan Council Environmental Services.

#### B. Trunk Water Connection Fees

The City established trunk utility connection fees to uniformly distribute the costs of public trunk water infrastructure. The Trunk Utility Connection Fee consists of two components; a Trunk Charge and an Availability Charge.

##### Trunk Charge

Previously paid at the time of subdivision.

##### Availability Charge

Commercial/Industrial/Institutional availability charges shall be paid at the time of building permit. Fees are based on the number of sanitary access charge (SAC) units assigned by Metropolitan Council Environmental Services (MCES).

City Water (CWAC)	\$1,628.00 Per SAC Unit
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C. Surface Water Management Area Charges

Previously paid at the time of subdivision.

		Acre	Fee
1.	Sanitary Sewer Trunk Unit Fee (\$1,801/unit; 2.92 units/Acre)		Paid Previously
2.	City Sewer Availability Fee (\$1,686/SAC Unit)		To be Paid w/Building Permit
3.	Water Trunk Unit Fee (\$2,588/unit; 2.92 units/Acre)		Paid Previously
4.	City Water Availability Fee (\$1,628/SAC Unit)		To be Paid w/Building Permit
5.	City Surface Water Management Fee (\$/Acre)		Paid Previously
	Total Estimated (Budget) Developer Fees		w/Building Permit

- D. Metropolitan Council Environmental Services (MCES) Sewer Availability Charges (SAC) are in addition to the fees referenced above and shall be determined by MCES, and shall be paid with the Building Permit.

IV. RECORD DRAWINGS.

- A. Upon project completion, Developer shall submit record drawings, in electronic format, of all public and private infrastructure improvements, including grading, sanitary sewer, water main, storm sewer facilities, and roads, constructed by Developer. The as-built survey must include, but is not limited to, proposed and final contours with adequate elevation shots to show conformance, property irons (to be exposed in field), low floor and low opening elevations, and the 100-Year High Water Level (HWL) of all ponds, lakes, and wetland areas. The files shall be drawn in Anoka County NAD 83 Coordinate system and provided in both AutoCAD .dwg and Adobe .pdf file formats. The plans shall include accurate locations, dimensions, elevations, grades, slopes and all other pertinent information concerning the complete work. The Developer shall also submit certified compaction testing results for the site grading operations.
- B. A summary of the record plan attribute data for the storm sewer, water main, and sanitary sewer structures and pipes shall be

submitted in the form of an Excel Spreadsheet as provided by the City Engineer.

- C. No securities will be fully released until all record drawings have been submitted and accepted by the City Engineer.

V. COMPLETION DATE.

If the activities authorized by site and building plan approval are not initiated within twelve (12) months from the final execution of this agreement, then Developer will need to start the site and building plan approval process from the beginning. If after twenty-four (24) months from the final execution of this agreement the Developer has not completed the project the City reserves the right to use securities to address site issues to ensure compliance with City Codes.

VI. GUARANTEE.

- A. The Developer will fully and faithfully comply with all terms and conditions of any and all contracts entered into by the Developer. Concurrently with the execution hereof by the Developer, the Developer will furnish to, and at all times thereafter maintain with the City, a cash deposit, certified check, or Irrevocable Letter of Credit, based on thirty-five (35%) percent of the total estimated cost of Developer's On-site Work. An Irrevocable Letter of Credit shall be for the exclusive use and benefit of the City of Lino Lakes and shall state thereon that the same is issued to guarantee and assure performance by the Developer of all the terms and conditions of this Development Contract, construction of all required improvements in accordance with the ordinances and specifications of the City and guarantees the workmanship and materials for the landscape improvements for a period of one year following the City's acceptance of the landscape improvements. The City reserves the right to draw, in whole or in part, on any portion of the Irrevocable Letter of Credit for the purpose of guaranteeing the terms and conditions of this contract, if Developer has been found to be in default of this agreement and only after providing Developer with written notice and opportunity to cure any default. The Irrevocable Letter of Credit shall be automatically extended for additional periods of one year from present or future expiration dates unless sixty (60) days prior to such the City Clerk or Administrator is notified in writing by certified mail or overnight mail that the Letter of Credit will not be renewed.
- B. Upon written request, The City will grant a reduction of the Letter of Credit, or cash deposit based on prepayment or the value of the completed improvements at the time of the requested reduction.

The Developer may make such requests three times throughout the life of this agreement, with the third and/or final request being at the completion of the project. The City will respond to such request within 30 days time. Prior to the final acceptance of the Developer's Improvements the City shall require a Letter of Credit or Cash Escrow to cover the warranty provisions of the agreement. The amount shall be agreed to by the City Engineer and Developer and Developer may use the Letter of Credit discussed in Section VI.A above.

## VII. REIMBURSEMENT OF COSTS.

- A. The Developer agrees to establish a non-interest bearing escrow account with the City in an amount established by the City Engineer or his designee for the payment of all City fees and costs incurred by the City related to the On-site Work, including, but not limited to, the following:

1.	Site Plan Review Fee	\$2,500.00
2.	Administration (Legal, Engineering, Planning and Contract Administration)	\$18,500.00
3.	Negative Short Term Escrow Balance	\$0.00
	Total Estimated (Budget) Costs for Escrow Account	\$21,000.00

- B. If it appears that the actual costs incurred will exceed the estimate or that the actual costs incurred will be less than the estimate, then Developer and City shall review the costs required to complete the project. In such case, if the actual costs exceed the estimate, then Developer shall promptly pay the additional sums to the City to pay for the agreed upon increase. However, in such case where the actual costs are less than the estimate, the City shall promptly reimburse to Developer any amounts overpaid by the Developer. The Developer may request a statement of the account each month for review.
- C. Intentionally Deleted.

## VIII. REMEDIES FOR BREACH.

- A. The City shall give prior written notice to the Developer of any default hereunder before proceeding to enforce such financial guarantee or before the City undertakes any work for which the City will be reimbursed through the financial guarantee. If within twenty (20) days after receipt of such written notice to it, the Developer has not notified the City by stating in writing the manner in which the default will be cured and the time within which such default will be

cured, the City will proceed with the remedy it deems reasonably appropriate.

- B. At any time after the completion date and any extensions thereof, if any of the work is deemed incomplete, the City may proceed in any one or more of the following ways to enforce the undertakings herein set forth, and to collect any and all expenses reasonably incurred by the City in connection therewith, including, but not limited to, engineering, legal, planning and litigation costs and expense. The enumeration of the remedies hereunder shall be in addition to any other remedies available to the City.
1. Specific Performance. The City may in writing direct the surety or the Developer to cause the Work to be undertaken and completed within a specified reasonable time. If the Developer fails to cause the Work to be done and completed in a manner and time reasonably acceptable to the City, the City may proceed to bring an action for specific performance to require work to be undertaken.
  2. Completion by the City. The City, after written notice, may enter the premises and proceed to have the Work done either by contract, by day labor or by regular City forces. The Developer may not question the manner of doing such work or the letting of any such contracts for the doing of any such work; provided that all such work is performed in a reasonable manner, the costs are reasonable and the work is completed in a good and workman-like manner and in accordance with the approved plans and specifications. Upon completion of such work, the Developer shall promptly pay the City the full cost thereof as aforesaid.
  3. Deposit of Financial Guarantee. In the event the financial guarantee has been submitted in the form of a Letter of Credit, the City may draw on the Letter of Credit the sum equal to the reasonably estimated cost of completing the Work, plus the City's reasonably estimated expenses as defined herein, including any other reasonable costs, expenses, and damages for which the surety may be liable hereunder, but not exceeding the amount set forth on the Letter of Credit. The money shall be deemed to be held by the City for the purpose of reimbursing the City for any reasonable costs incurred in completing the Work as hereinafter specified. Any funds remaining after completion of the project shall be promptly returned to the Developer.

IX. OCCUPATION OF PREMISES.

The Developer agrees that it will not cause to be occupied any portion of the building or improvements to be constructed upon the premises until completion of the building and site improvements as more fully described in the approved plans and following issuance of a Certificate of Occupancy.

X. INSURANCE.

Developer or its general contractor shall take out and maintain until one year after the City accepted the Developer Improvements, public liability and property damage insurance covering personal injury, including death, and claims for property damage which may arise out of the Developer's or general contractor's work, as the case may be, or the work of its subcontractors or by one directly or indirectly employed by any of them. Limits for bodily injury and death shall be not less than Five Hundred Thousand and no/100 (\$500,000.00) Dollars for one person and One Million and no/100 (\$1,000,000.00) Dollars for each occurrence; limits for property damage shall be not less than One Million and no/100 (\$1,000,000.00) Dollars for each occurrence; or a combination single limit policy of Two Million and no/100 (\$2,000,000.00) Dollars or more. The City, its employees, its agents and assigns shall be named as an additional insured on the policy, and the Developer or its general contractor shall file with the City a certificate evidencing coverage prior to the City signing the plat. The certificate shall provide that the City must be given ten days advance written notice of the cancellation of the insurance. The certificate may not contain any disclaimer for failure to give the required notice.

XI. REIMBURSEMENT FOR LITIGATION EXPENSES.

The City and Developer agree that the prevailing party in any litigation pertaining to the enforcement of this Agreement shall be entitled to reimbursement from the non-prevailing party for all reasonable costs incurred by said prevailing party including court costs and reasonable engineering and attorneys' fees.

XII. VALIDITY.

If a portion, section, subsection, sentence, clause, paragraph or phrase in this Agreement is for any reason held to be invalid by a court of competent jurisdiction, such decision shall not affect or void any of the other provisions of the Site Improvement Performance Agreement.

### XIII. GENERAL.

- A. Binding Effect. The terms and provisions hereof shall be binding upon and inure to the benefit of the heirs, representatives, successors and assigns of the parties hereto and shall be binding upon all future owners of all or any part of the Property and shall be deemed covenants running with the land. After the Developer has completed the work required of it under this Agreement, at the Developer's request, the City will execute and deliver to the Developer a release.
- B. Notices. Whenever in this Agreement it shall be required or permitted that notice or demand be given or served by either party to this Agreement to or on the other party, such notice or demand shall be delivered personally or (i) mailed by United States mail by certified mail (return receipt requested) or (ii) sent by nationally recognized overnight carrier to the addresses hereinbefore set forth on Page 1. Such notice or demand shall be deemed timely given when delivered personally or when deposited in the mail or the overnight carrier in accordance with the above. The addresses of the parties hereto are as set forth on Page 1 until changed by notices given as above.
- C. Incorporation by Reference. All plans, special provisions, proposals, specifications and contracts for the improvements furnished and let pursuant to this Agreement shall be and hereby are made a part of this Agreement by reference as fully as if set out herein in full.
- D. Hours of Construction Activity. Construction activity shall be limited to the hours set out as follows:

Monday through Friday	7:00 a.m. to 7:00 p.m.
Saturday	9:00 a.m. to 5:00 p.m.
Sunday and Holidays	No working hours allowed

### XIV. VIOLATIONS/BUILDING PERMITS.

In the event that Developer violates any of the covenants and agreements contained in this Site Improvement Performance Agreement and to be performed by the Developer, the City, at its option, and after providing written notice and opportunity to cure to Developer in addition to the rights and remedies as set out hereunder may refuse to issue building permits to any property within the development and/or stop building construction within the development until such time as such default has been corrected to the satisfaction of the City.

**CITY OF LINO LAKES**

By \_\_\_\_\_  
Mayor

ATTEST:

By \_\_\_\_\_  
City Clerk

STATE OF MINNESOTA   )  
  ) SS  
COUNTY OF ANOKA       )

This instrument was acknowledged before me on \_\_\_\_\_ day of \_\_\_\_\_, 2025, by Rob Rafferty as Mayor of the City of Lino Lakes on behalf of said City.

\_\_\_\_\_  
Notary Public

STATE OF MINNESOTA   )  
  ) SS  
COUNTY OF ANOKA       )

This instrument was acknowledged before me on \_\_\_\_\_ day of \_\_\_\_\_, 2025 by Roberta Colotti as City Clerk of the City of Lino Lakes on behalf of said City.

\_\_\_\_\_  
Notary Public

**DEVELOPER**

TYLER HEUBSCH

By \_\_\_\_\_  
Developer

STATE OF MINNESOTA )  
                                  ) ss.  
COUNTY OF HENNEPIN )

On this \_\_\_\_\_ day of \_\_\_\_\_, 2025, before me, a Notary  
Public within and for said County, personally appeared, \_\_\_\_\_  
who executed the foregoing instrument.

\_\_\_\_\_  
Notary Public

This instrument was drafted by:

City of Lino Lakes  
600 Town Center Parkway  
Lino Lakes, Minnesota 55014

**CITY COUNCIL  
STAFF REPORT  
AGENDA ITEM 5.**

**STAFF ORIGINATOR:** Curt Boehme , Chief of Police

**MEETING DATE** November 3, 2025

**AGENDA ITEM:** ATV / Golf Carts on Public Streets

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**INTRODUCTION**

Police staff were tasked with researching the feasibility of modifying city ordinance to allow the operation of golf carts and all-terrain vehicles (ATVs) on city streets.

**BACKGROUND**

Existing city ordinance Chapter 807, Subd. 03 regulates the operation of ATVs and snowmobiles. The ordinance allows snowmobiles to operate on city streets at speeds under 15 mph, while ATVs are prohibited from operating on any city street. The ordinance does not address the use of golf carts; and since their use is not explicitly permitted, it is prohibited by default.

**Legal Authority**

Minnesota Statute 169.045 authorizes the governing body of any city to permit, by ordinance, the operation of motorized golf carts, all-terrain vehicles, utility task vehicles, or mini trucks on designated roadways under its jurisdiction.

The statute requires that the city ordinance:

- Designate the specific roadways where operation is allowed
- Limit hours of operation unless the vehicle is equipped with original headlights taillights, and rear-facing brake lights
- Prohibit operation during inclement weather
- Require the display of a slow-moving vehicle emblem

**Permitting Process**

Authorization to operate a motorized golf cart, all-terrain vehicle, utility task vehicles, or mini truck must be granted through a permit process. Minnesota Statute establishes that the permits may not exceed three years.

If the city proceeds, it would need to adopt a permit fee schedule and collect sufficient information to determine permit eligibility. Permit fees in other communities range from no fee

to \$30. The permit would require at the minimum:

- Name and address of the applicant
- Model name, make, and year and number of the vehicle
- Driver's license information
- Insurance and registration in compliance with the provisions of Minnesota Statutes

### Existing City Ordinances

Police staff reviewed ordinances from 20 neighboring and similarly sized communities to determine how common it is to allow golf cart and ATV use. The review also identified common restrictions used to address potential issues.

#### Findings:

- 9 communities do not allow golf cart or ATV use
- 9 communities allow golf cart use (7 of these also allow ATVs)
- 2 communities allow ATVs but not golf carts

	City	ATV	Golf	Notable Operation Limits (not all-inclusive)
1	Andover	Yes	Yes	Operate at <15 mph. Golf car permit applicant must provide verification of disability.
2	Blaine	No	No	Not Allowed
3	Columbus	Yes	Yes	Operate at <20 mph, and between 6:00 a.m. – 10:00 p.m.
4	Champlin	No	Yes	Only operate on city streets with limits <30 mph
5	Circle Pines	No	No	Not Allowed
6	Centerville	Yes	No	Operate between sunrise and sunset unless equipped with lights, not during inclement weather, and on designated city streets.
7	Elk River	No	No	Not allowed
8	Forest Lake	Yes	Yes	Operate at <20 mph, only on city streets with limits <30 mph, and must be 18+
9	Farmington	No	No	Not allowed
10	Ham Lake	Yes	Yes	Not allowed at any time prior to 6:00 a.m. or after 10:00 p.m.; May be operated prior to sunrise or after sunset if equipped with proper lighting

				equipment.
11	Hugo	Yes	No	Only operate <15 mph when with 100' of residence
12	Lexington	No	No	Not allowed
13	Mounds View	No	No	Not allowed
14	New Brighton	No	No	Not allowed
15	Otsego	Yes	Yes	Only operate within certain areas designated on a map
16	Prior Lake	Yes	Yes	Mirrors Minnesota statute 169.045
17	Shoreview	No	No	Not allowed
18	Ramsey	Yes	Yes	Mirrors Minnesota statute 169.045
19	Rosemount	No	No	Not allowed
20	White Bear Lake	No	Yes	Only operate on roads with speed limit of < 35 mph and must have permanent, long term, or temporary disability parking certificate

#### **REQUESTED COUNCIL DIRECTION**

Staff is seeking direction from the council whether to proceed with: drafting changes to existing ordinance to allow for golf cart use, or golf cart and ATV use, establishing city-specific restrictions, drafting a permit form, and establishing a dollar amount for a fee schedule for further review by the council at a future meeting.

#### **ATTACHMENTS**

None

**CITY COUNCIL  
STAFF REPORT  
AGENDA ITEM 6.**

**STAFF ORIGINATOR:** Rick DeGardner, Public Services Director

**MEETING DATE** November 3, 2025

**AGENDA ITEM:** Amendment to Endurance Fitness, Professional Management Services and Fitness Center Agreement

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**INTRODUCTION**

The Professional Management Services and Fitness Center Agreement (attached) between Endurance Fitness (EF) and the City of Lino Lakes was prepared by ISG prior to the opening of The Rookery Activity Center in May, 2022.

**BACKGROUND**

All sections of the Agreement have worked well for both entities with the exception of the revenue sharing formula. The formula was originally created by the ISG Group to incentivize and reward EF for increasing Rookery memberships. The current calculation is 4% of Quarterly Membership Revenue Less \$16,245.

The reality of this formula would require quarterly membership revenue to reach \$406,000 before any revenue sharing would be disbursed to EF. The quarterly membership revenue for 2025 was Q1 - \$208,227, Q2 - \$206,610, and Q3 - \$175,623. Staff is proposing the following revenue sharing formula for the duration of the existing agreement: 20% of the total membership revenue exceeding \$190,000, calculated and paid quarterly.

The EF instructors and personal trainers have the most “face time” with members and have the ability to effectively recruit new Rookery members. The 20% revenue share will help incentivize EF staff in assisting with our efforts to maintain our existing memberships and recruit additional members.

EF has incurred significant net operating losses for 2022, 2023, and 2024. Factors include additional wages due to fitness classes increasing from 46 classes per week in 2022 to 61 classes per week in 2025 (\$18,000 annually), the purchase of spin bikes (\$50,000), licensing fees (Les Mills increased \$2,400 annually), and equipment repairs (\$18,700 in 2024). Note that the total monthly management/membership fee has decreased from \$12,500 in 2022 to \$11,665 beginning in 2023.

Staff is proposing that Endurance Fitness be reimbursed the following for 2025:

Cover Wages for Spin Bike Classes Instructors – EF purchased \$50,000 of spin bikes in 2024 and

offered the cycle classes as a premium class which would result in EF receiving 75% of the collected fees. In January, 2025 all cycle classes were included in all memberships, thus eliminating any potential revenue for EF. It makes sense for The Rookery to reimburse EF for the cycle instructors (6 classes per week x \$25 x 52 weeks = \$7,800).

50% of ASCAP Annual Music License – EF has allowed The Rookery to play music (ie. Aqua Aerobics classes, Blue Heron Days, special events, possibly throughout the facility) under their ASCAP license. Staff proposes sharing the annual license fee ( $\$1,210 / 2 = \$605$ )

Reimbursement for cost of Fitness Orientation – Youth ages 10-16 are required to attend an orientation prior to utilizing the fitness equipment. There is no charge for members to attend the orientation, non-members are charged \$10. Staff recommends paying EF \$10 for each orientation conducted. YTD – 97 ( $97 \times \$10 = \$970$ ).

Total proposed 2025 reimbursement amounts to \$9,375. Anticipate reimbursing EF for the same items for 2026, calculated December 31, 2026.

The original agreement will remain in effect until December 31, 2026.

#### **REQUESTED COUNCIL DIRECTION**

Allow staff to proceed with the above addendums with the Professional Management Services and Fitness Center Agreement.

#### **ATTACHMENTS**

1. Professional Management Services and Fitness Center Agreement

## **Professional Management Services and Fitness Center Agreement**

This Agreement is made by and between Endurance Fitness of Minnesota (“EF”), a Limited Liability Company and the City of Lino Lakes (“City”), a Minnesota municipal corporation (“City”), hereinafter collectively referred to as the Parties.

City is the owner of a Recreational Facility, located at 7690 Village Drive in Lino Lakes, hereinafter referred to as the “Facility”. The Facility includes, among other uses, a fitness center previously operated by the YMCA.

The YMCA has ceased operations at the Facility and the City desires to retain a management company to operate a fitness center (the “Fitness Center”) within the Facility in order to benefit the public’s recreational opportunities and maximize the use of the Facility by City residents.

EF desires to manage the Fitness Center according to the terms and conditions set forth in this Agreement.

Therefore, in consideration of the mutual promises, terms, and conditions contained in this Agreement, the Parties hereby contract and agree as follows:

### **Section One Scope of Services**

- 1.1 Subject to all policies and guidelines the City may establish from time to time pertinent to the Facility and Fitness Center; EF shall provide the following management services in compliance with all applicable Federal, State, and local laws and regulations:
  - 1) Operate all non-aquatic programs, classes and fitness spaces in the Fitness Center, and furnish the Fitness Center’s equipment, material and supplies and programs.
  - 2) Fully staff the Fitness Center with instructors and employees of EF and supervise their conduct and performance in the operation of the Fitness Center.
  - 3) Until the City has the necessary membership accounting system in place, collect all gross revenues generated by the Facility, and promptly transmit to the City, but in no event more than 45 days from the end of a given month in which fees are collected. Once the City has the accounting system in place it shall be responsible for collection of all gross revenues.
  - 4) Transmit to the City all membership revenue collected prior to February 1, 2022 for membership in effect February 1, 2022 to January 31, 2023.
- 1.2 EF shall offer basic and premium fitness classes and personal training programs as determined by EF in consultation with the City. Fees for premium fitness classes and personal training programs shall be shared per terms set forth in Exhibit A, but will be set by EF with the City’s written approval. The fee schedule shall provide for both nonresident and reduced resident rates. Members of EF as of January 31, 2022 shall also be entitled to resident rates, provided they renew their membership with the Facility by April 30, 2022. Subject to Section 1.1 above, the policies, procedures, and operations of the Fitness Center will be the responsibility of EF.

- 1) As consideration for the services provided herein; EF will be compensated as provided in Exhibit A, attached hereto and incorporated by reference.
- 2) All fixtures and improvements, except equipment furnished by EF, will become part of the Fitness Center and remain with the Fitness Center at the end of this Agreement.
- 3) Until the City has its membership accounting system in place, EF will keep a separate accounting of all receipts from memberships and program and class fees received at the Fitness Center. EF shall provide accounting records to the City at the City's request.

## **Section Two Term of Agreement**

- 2.1 The term of this agreement shall be five (5) years and 39 days, commencing November, 23, 2021. Termination shall be effective at the end of the term provided, however, that earlier termination due to uncured defaults may occur as provided in Section Eleven. In addition, the City shall have an annual right to terminate this agreement by providing EF with six months' written notice of termination. The City may also terminate this agreement if EF is sold to a third party.
- 2.2 Parties may negotiate renewal terms. Negotiation shall commence prior to one year from the expiration of this agreement.

## **Section Three Operation of the Fitness Center**

- 3.1 City shall prepare the Fitness Center to allow EF to access it by January 15, 2022 to install equipment. The Fitness Center shall be operational no later than February 1, 2022.
- 3.2 Subject to the policies and guidelines established by City, EF shall be responsible and have complete authority over the day to day operations of the Fitness Center. EF shall, with the City's review and approval, determine fitness classes and programming that will be offered. Programming shall include basic fitness classes to be included with facility membership and shall be comparable to existing EF programs set forth in Exhibit B.
- 3.3 EF's operational duties and responsibilities shall include, but not be limited to, opening and closing the Fitness Center, hiring, firing and supervising all employees and contractors, acquisition and maintenance of any required licenses, and security.
- 3.4 EF shall provide for regular cleaning and upkeep of Fitness Center workout areas and equipment, which shall include wiping down of equipment and sweeping out of workout spaces after classes.

- 3.5 The City shall establish and adjust the days and hours of operation of the Fitness Center after consultation with EF.
- 3.6 City shall provide EF with all office space and Fitness Center access reasonably necessary for the performance of EF's operational duties and responsibilities.
- 3.7 EF and City shall cooperate in marketing and promotion of Fitness Center and Fitness Center programs, and in the preparation and dissemination of marketing and brochure information.

#### **Section Four Accounting**

- 4.1 Until the City has the necessary membership accounting system in place, EF shall submit to City, within forty-five (45) days after the end of each month, standard financial reports for the Fitness Center including a balance sheet and statement of revenues and expenditures for the current month and year to date. EF will also provide to City a statement of cash flows and a copy of the general ledger. City shall promptly advise EF of any objection to each monthly report.
- 4.2 As often as may be reasonably required by City, City and EF shall together conduct inventories of all assets, equipment, and expendable supplies of the Fitness Center.
- 4.3 The City reserves the right with proper notice to review standard financial reports of EF.

#### **Section Five Contracting Authority**

- 5.1 EF shall not without City's prior written approval:
  - 1) Enter into any vendor, service or user/rental occupancy contracts for the Fitness Center that have a term longer than one (1) year, or
  - 2) Enter into any contracts for purchase of goods, equipment or services for the Fitness Center that are in excess of ten thousand dollars (\$10,000).

#### **Section Six Repairs and Maintenance**

- 6.1 EF shall be responsible for repairs and maintenance of all workout equipment, which shall be kept free of defects and in good working order.
- 6.2 City shall be responsible for replacement of all major building components and systems in the Fitness Center. City shall provide for maintenance and cleaning of fitness and workout spaces except as provided herein.

## **Section Seven Employees**

- 7.1 All personnel employed at the Fitness Center shall be employees of EF and not of City. EF shall select the number, function, qualifications, compensation and benefits of these employees and shall control the terms and conditions of their employment.

## **Section Eight Personal Property**

- 8.1 Except as provided herein, ownership of the personal property shall remain with the party who supplied same.
- 8.2 If EF, as a business, is sold, and the City terminates this agreement as provided in Section 2.1 hereof, the City shall have the right to continue to use all fitness equipment in the Fitness Center, notwithstanding EF's ownership of the equipment, for one (1) year from the date of termination. At the expiration of the one year period, EF shall promptly remove the equipment. If the equipment is not removed within thirty (30) days, it shall be deemed abandoned.

## **Section Nine Insurance**

- 9.1 City shall carry real property insurance on the Facility and Fitness Center against loss or damage in such amounts as may be determined by City.
- 9.2 EF shall carry the following minimum insurance, in the name of EF with City listed as additional insured:
- 1) Commercial general liability insurance insuring against claims for injury, death or property damage occurring on, in or about the Facility with single limit, aggregate and excess liability coverage in a minimum amount of \$2,000,000 per occurrence, \$3,000,000 annual aggregate. The policy shall cover liability arising from premises, operations, products-completed operations, personal injury, advertising injury, and contractually assumed liability.
  - 2) Worker's Compensation in a statutory amount and Employers Liability Insurance in the amount of \$500,000 on all personnel employed by EF at the Fitness Center, during the term of this Agreement.
  - 3) Employee Theft and Third-Party Theft Crime Insurance in the amount of \$500,000.
  - 4) Excess Liability coverage in the amount of \$1,000,000

- 9.3 Prior to beginning operations under this Agreement, EF shall provide City with certificates of insurance noting the above required coverages and noting the City as an additional insured prior to commencement of the Agreement. All policies required of EF shall be issued by companies authorized to do business in the State of Minnesota. All insurance policies shall be primary insurance and non-contributory to any other valid and collectible insurance available to the City with respect to any claim arising from EF's performance under this Agreement. All policies and certificates of insurance shall contain a provision that coverage afforded under the policies shall not be cancelled without at least thirty (30) days' advanced written notice to the City, or ten (10) days' written notice for non-payment of premium.

#### **Section Ten Default**

- 10.1 When a party fails to timely make any payment due hereunder or breaches any of the material terms hereof, such party shall be in default.
- 10.2 If a default occurs, the non-defaulting party must notify the defaulting party in writing by certified mail or hand delivered letter within ten (10) days the nature of the default. The defaulting party shall have fifteen (15) days from receipt of the written notice to remedy the default, unless the default presents a danger to the Facility, the public, employees of EF, or any other danger. Such defaults that present a danger to the Facility, the public, employees of EF or any other danger, must be corrected within twenty-four (24) hours.
- 10.3 Upon failure of the defaulting party to remedy the default within the time prescribed the non-defaulting party may terminate this Agreement.
- 10.4 Upon termination of this Agreement the non-defaulting party may pursue all remedies available to it under the terms hereof and under any applicable law.

#### **Section Eleven Applicable Law**

- 11.1 This Agreement shall be governed by the laws of the State of Minnesota. The prevailing party in any such proceeding shall be entitled to recover its costs and reasonable attorney fees including collection costs.

#### **Section Twelve Indemnification**

- 12.1 Each party shall indemnify and hold harmless the other party, its directors, officers, employees, agents, successors, and assigns from all damages, costs, expenses and liabilities, including reasonable attorney's fees and disbursements incurred in connection with the indemnifying party's failure to perform its obligations and duties under this Agreement.

**Section Thirteen  
Other Provisions**

- 13.1 Notices to the parties shall be deemed to have been given when mailed by certified mail, commercial carrier, or personal delivery to the parties at the following addresses:

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

Endurance Fitness of MN  
5880 Archer Lane N  
Plymouth, MN 55446

- 13.2 This Agreement, including all Exhibits, constitutes the entire understanding between the parties relating to the rights herein granted and the obligation herein assumed and correctly sets forth the rights, duties, and obligations of each party to the other as of the date of this Agreement. Any prior Agreements, promises, negotiations or representations regarding the subject matter of this Agreement not expressly set forth in this Agreement are of no force or effect. No alteration or variation of any provision of this Agreement shall be valid unless reduced to writing and signed by both parties.
- 13.3 This Agreement shall benefit and bind the successors, affiliates and assigns of the party. No course of dealing between the parties and no failure to exercise any right granted, or provision included by this Agreement shall be construed as a waiver of the right to enforce the terms of this Agreement as written.
- 13.4 This Agreement shall not be assigned by either party without the other's prior written consent.
- 13.5 If any provision of this Agreement is determined to be invalid, illegal or unenforceable in any respect as written, such provision shall be automatically modified to the minimum extent necessary to make it enforceable and the provision as so modified shall be enforced, without invalidating the Agreement as a whole.
- 13.6 Each party is a valid and legally existing entity and each of the undersigned hereby state that he/she has fully authority to enter into this Agreement and hereby accepts this Agreement on behalf of the entities identified below.
- 13.7 This Agreement may be executed in any number of counterparts, including fax or facsimile transmission or scanned and emailed, and each counterpart shall be deemed to be an original instrument, all such counterparts together shall constitute one (1) instrument.
- 13.8 This Agreement supersedes any other Agreement between EF and the City for the operation of the Facility.
- 13.9 The effective date of this Agreement is the date of execution by the last party to sign.

**Exhibit A**  
**Fees Due to Endurance Fitness**

Fees to be remitted by the City to EF during operation of the Fitness Center under the terms of this agreement are as follows.

**Monthly Fee**

The total monthly fee will be remitted by the City to EF prior to month end.

	<i>Management Fee</i>	<i>Membership Fee</i>	<i>Total Monthly Fee</i>
2022	\$6,250	\$6,250	\$12,500
2023	\$6,250	\$5,415	\$11,665
2024	\$6,250	\$5,415	\$11,665
2025	\$6,250	\$5,415	\$11,665
2026	\$6,250	\$5,415	\$11,665

**Quarterly Fee**

Share of program revenue will be remitted by the City to EF within 45 days of quarter end.

<i>Program</i>	<i>EF Share of Program Revenue</i>
Classes/Programs Requiring Fee	50%
Personal and Specialty Training	75%
Spinning Classes	75%

In addition, in years 2023-2026, the City will remit an additional membership fee, if applicable. The additional membership fee will be calculated as follows and remitted by the City to EF within 45 days of quarter end.

<i>Additional Membership Fee</i>
4% of Quarterly Membership Revenue
Less
\$16,245

**Setup Fee**

The City will share in the cost of moving and installing fitness and workout equipment at the Fitness Center. Reimbursement in the amount of 50% of actual cost, not to exceed \$15,000, will be provided by the City to EF. The moving and installation must occur prior to February 1, 2022 and the request along with support for reimbursement must be provided to the City within 45 days for reimbursement.

City of Lino Lakes

Endurance Fitness

By: \_\_\_\_\_  
Its Mayor

By: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Attest:

\_\_\_\_\_  
City Clerk

## Exhibit B

### Basic Fitness Classes – November 2021

Monday				Thursday		
Time	Class	Studio	Instructor	Time	Class	Instructor
5:15 - 6:15 a.m.	BodyPump®		Roger	5:30 - 6:30 a.m.	Tabata/Les Mills Core®	Barb
7:30 - 7:55 a.m.	Core Conditioning		Stephanie			
8:00 - 8:30 a.m.	HIIT		Stephanie	8:00 - 9:00 a.m.	BodyPump®	Barb/Paula
8:40 - 9:10 a.m.	CardioKick		Stephanie	9:15 - 10:15 a.m.	BodyCombat®	Wendy
9:30 - 10:30 a.m.	BodyPump®		Wendy	11:15 - 12:00 p.m.	Yoga Sculpt	Rhonda
11:15 - 12:00 p.m.	CardioLite		Rhonda			
4:35 - 5:30 p.m.	BodyCombat®		RayLynn	4:00 - 5:00 p.m.	Yoga	Paula
5:40 - 6:40 p.m.	BodyPump®		Paula	5:15 - 6:15 p.m.	BodyPump®	Penny
6:45 - 7:15 p.m.	Yoga Sculpt		Paula	6:30 - 7:30 p.m.	OULA	Catherine
7:30 - 8:30 p.m.	OULA		Michelle/Catherine			
Tuesday				Friday		
Time	Class		Instructor	Time	Class	Instructor
5:00-6:00 a.m.	BodyStep®		Barb	5:00 - 6:00 a.m.	BodyPump®	Roger
6:10 - 7:10 a.m.	BodyCombat®		Wendy	6:10 - 7:00 a.m.	BodyStep®	Wendy
8:00 - 9:00 a.m.	BodyPump®		Stephanie	7:10 - 8:20 a.m.	Core / HIIT	Stephanie
9:10 - 10:10 a.m.	BodyStep®		Stephanie	8:30 - 9:20 a.m.	Yoga	Paula
11:15 - 12:00 p.m.	Yoga Sculpt		Rhonda	9:30 - 10:30 a.m.	BodyPump®	Victoria
4:00 - 5:00 p.m.	Yoga		Rhonda	5:30 - 6:30 p.m.	BodyPump®	Jon/Paula
5:30 - 6:30 p.m.	BodyStep®		Jon	6:30 - 7:30 p.m.	BodyFlow®	Jon/Paula
Wednesday				Saturday		
Time	Class		Instructor	Time	Class	Instructor
5:15 - 6:15 a.m.	BodyPump®		Roger	8:00 - 9:00 a.m.	BodyPump®	Steph/Wendy
8:00 - 9:00 a.m.	Yoga/BodyFlow®		Paula	9:10 - 10:10 a.m.	BodyStep®	Steph/Wendy
9:15 - 10:15 a.m.	BodyPump®		Wendy/Paula	**8:00 a.m.	Cardio Kickboxing	Nicole
10:25 - 10:55 a.m.	Tabata		Wendy/Paula	*Cardio Kickboxing will be a FREE training class to try through November! Classes are held in the personal training room and are limited to 8 participants. No equipment necessary.		
11:15 - 12:00 p.m.	CardioLite		Rhonda			
4:45 - 5:30 p.m.	HIIT		Barb	Sunday		
5:45 - 6:30 p.m.	BodyPump Express®		RayLynn	Time	Class	Instructor
6:40 - 7:10 p.m.	Les Mills Core®		RayLynn	7:30 - 8:30 a.m.	BodyPump®	Barb
				8:40 - 9:10 a.m.	Les Mills Core®	Barb
				9:20 - 10:20 a.m.	BodyStep®	Mike
				6:30 - 7:30 p.m.	BodyFlow®	Tommy

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

**STAFF ORIGINATOR:** Michael Grochala

**WORK SESSION DATE:** November 3, 2025

**TOPIC:** Metropolitan Council 2050 System Statement

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**BACKGROUND**

Minn. Stat. 473.145 requires the Metropolitan Council (Met Council) to adopt a comprehensive development guide for the metropolitan area. Minn. Stat. 473.175 requires the Met Council to review local government comprehensive plans to determine compatibility with this regional development guide. These plans are developed and updated every 10 years.

In early 2025, the Met Council adopted Imagine 2050 as the comprehensive regional development guide. It establishes the regional vision for the 7-county metropolitan area for the next 25 years. The guide includes 5 policy plans:

1. 2050 Land Use Plan
2. 2050 Transportation Policy Plan
3. 2050 Water Resources Policy Plan
4. 2050 Regional Parks Policy Plan
5. 2050 Housing Plan

On September 25, 2025, the Met Council issued the 2025 System Statement for Lino Lakes. The system statement explains the implications of the policy plans for each individual community. Pursuant to Minn. State 473.864, subd. 2, within 3 years after receiving a system statement Lino Lakes is required to review its comprehensive plan to ensure continued conformity with metropolitan system plans and amend if necessary. The amendment/update of the City's 2040 Comprehensive Plan is due by December 31, 2028.

## **ANALYSIS**

### **Community Designation**

Imagine 2050 identifies Lino Lakes with the community designation of Suburban Edge. The City's prior designation of Emerging Suburban Edge has been eliminated. Suburban Edge communities include cities, townships and portions of both that are primarily located on the edge of the Metropolitan Urban Service Area (MUSA) and primarily developed after the 1990's. Other Anoka County and surrounding communities that share this designation include Centerville, Blaine, Andover, Ramsey and Hugo, Forest Lake.

### **Residential density requirements**

Communities designated Suburban Edge are expected to plan for forecasted population and household growth at a minimum average net density of 3.5 - units per acre for new development and redevelopment.

*From Imagine 2050 Regional Development Guide: Local governments and land within the MUSA receive a higher level of regional services and investments than those in the rural service area, such as regional wastewater services, regional highways, transit service, and programs that support redevelopment. In return, the Met Council expects jurisdictions in the MUSA to plan for and build the higher levels of development that economically support those regional services. Compact development also reduces the pressure on agricultural land areas and decreases the impact of development on natural systems which helps manage the region's land supply consistently and more effectively.*

As discussed with the City Council in the fall of 2024, the minimum average density was originally proposed to increase from the existing 3.0 units per acre to 4.0. The 3.5 units per acres was ultimately what was adopted by Metropolitan Council.

### **Forecasts**

Imagine 2050 forecasts for Lino Lakes' population, households and employment are:

	2020 (actual)	2030	2040	2050	Change
<b>Population</b>	21,399	24,600	26,600	29,200	4,600
<b>Households</b>	6,957	8,300	9,200	10,200	1,900
<b>Employment</b>	3,786	5,200	5,600	6,000	800

Overall, the 2050 population and household forecasts show a decrease in what is currently for in the 2040 plan. The following chart compares the City’s current 2040 Comprehensive Plan projections with Imagine 2050.

	Comp Plan 2040	Thrive 2050	Difference
Population	31,100	29,200	(1,900)
Households	10,600	10,200	(400)
Employment	6,000	6,000	NC

The forecasted 2050 population projections decrease by 1,900 persons and 400 households over what is currently forecasted for 2040. The reduction in forecasted growth is, in part, due to the continued evaluation and study of the northeast metro water supply constraints.

Employment projections are expected to remain the same.

### Housing Policy Plan

Communities are required to include a housing element and implementation program in their comprehensive plan. Minn. Stat. 473.859, Subd 2(c) states:

*“A land use plan must also include a housing element containing standards, plans and programs for providing adequate housing opportunities to meet existing and projected local and regional housing needs, including but not limited to the use of official controls and land use planning to promote the availability of land for the development of low and moderate income housing.”*

For 2025, the rental affordability limit is 60% and the ownership affordability limit is 80% of the area median income (AMI). In 2025, the area median income for a household of four is \$132,400. The current affordability amounts are as follows:

#### 2025 Rental housing

# Bedrooms	30% AMI	50% AMI	60% AMI	80% AMI
Efficiency	\$694	\$1,158	\$1,389	\$1,852
1 Bedroom	\$744	\$1,241	\$1,489	\$1,985
2 Bedrooms	\$894	\$1,490	\$1,788	\$2,384
3 Bedrooms	\$1,032	\$1,721	\$2,065	\$2,753
4 Bedroom	\$1,152	\$1,920	\$2,304	\$3,072

## Ownership housing

For owner-occupied housing, the income limit includes principal, interest, property taxes and home insurance.

Family Income Level	Affordable Home Price
80% AMI (\$104,200)	\$306,500
60% AMI (\$79,440)	\$225,300
50% AMI (\$66,200)	\$183,700
30% AMI (\$39,700)	\$98,000

The Region's Total Future Need for Affordable Housing for 2031 to 2040 is forecasted to be 39,700 units. Per the System Statement, Lino Lakes' share of the region's need for low and moderate income housing for the decade is 428 new units affordable to households up to 60% of area median income (AMI) or below. In comparison, the Met Council's goal for 2021-2030 was 515 units up to 80% of area median income.

Affordable Housing Unit Needs for Lino Lakes	
Threshold	# Housing Units
At or below 30% AMI	207
31 to 50% AMI	190
51 to 0% AMI	31
<b>Total Units</b>	<b>428</b>

To accommodate our share of the region's affordable housing need, we are required to guide residential land at densities sufficient to create opportunities for affordable housing. The City may choose between two options:

Option 1: Guide sufficient land at minimum residential densities of 10 units/acre to support your city or township's total allocation of future affordable housing need for 2031-2040

Or

Option 2: Guide sufficient land at minimum residential densities of:

- 12 units/acre to support your city or township's 2031-2040 allocation of future affordable housing need at 30% AMI or less.

- 8 units/acre to support your city or township's allocation of future affordable housing need at 31-60% AMI. This combines your city or township's allocation of 31-50% AMI and 51-60% AMI.

The City chose to implement option 1 in the 2040 plan. However, staff notes that the densities in Imagine 2050 represents a change from a minimum of 8 units/acre to 10 units/acre.

Under Option 1 we can guide 42.8 acres of residential land at 10 units per acre to satisfy our affordable housing unit needs (428 units/10 units per acre = 42.8 acres). Alternatively, the City could choose to guide 17.25 acres of residential land at 12 units per acre and 27.6 acres at 8 units per acre under Option 2 to meet the minimum requirements.

Currently the City's Planned Residential/Commercial, and Signature Gateway Land Use Districts allow 8-10 units per acre. The Town Center District allows 10 – 24 units per acre. The City does not currently have a district that has a minimum density of 12 units per acre.

This requirement will require some modification to our individual land use district density requirements.

### **Climate Policy**

New requirements were added by the State Legislature in 2023 to address climate mitigation and adaptation. This will include a plan that acknowledges statewide targets for GHG reductions of 50% by 2030 and net zero by 2050, greenhouse gas emission inventory and at least one strategy to reduce greenhouse gas emissions.

### **Transportation Policy Plan**

The 2050 Transportation Policy Plan is the metropolitan system plan for highways, transit and aviation to which local comprehensive plans must conform. The only major improvement to the highway (I-35E, I-35W or CR 14), transit (Metro Transit) or aviation (Seaplane Base) systems, identified in the System Statement, is the reconstruction of the I-35E/CRJ interchange currently underway. During the comprehensive plan update, we will identify potential transit service options and review any updates to Met Council's aviation long term comprehensive plan.

Other plan considerations include Regional Bicycle Transportation Network, Minor System/Functional Classification and Freight changes. The Regional Bicycle Transportation Network (RBTN) identifies trunk arterials of the overall bikeways system that connect to regional employment and activity centers. The RBTN identifies routes along CR 14 (Main Street), CSAH 23 (Lake Drive) and CSAH 21 (Centerville Road) and through the Regional Park and these routes have already been incorporated into the City's Park, Greenway and Trail System Plan. Lino Lakes will describe and map the functional classification of all existing roads and

identify any changes from the existing to proposed classifications. No freight terminals are identified in Lino Lakes.

### **Water Resources Policy Plan**

The Water Resources Plan takes an integrated approach to water supply, water quality and wastewater issues and identifies key concepts to maximize the benefits of regional investments into wastewater, water supply and surface water. Lino Lakes shall develop components in the comprehensive plan to address wastewater, surface water and water supply issues. The City currently will be updating its Surface Water Management Plan and Water Supply Plans in 2026-27.

### **Regional Parks Policy Plan**

The Met Council Regional Parks System includes 66 regional parks and 487 miles of regional trails. Regional parks and trails within Lino Lakes are:

- Park Reserves
  - Rice Creek Chain of Lakes Park Reserve
- Regional Trails
  - Bunker Hills-Chain of Lakes Regional Trail
  - Central Anoka Trail
  - Chain of Lakes – Otter Lake Regional Trail
  - Rice Creek North Regional Trail

Anoka County is one of Met Council’s ten regional park implementing agencies and Lino Lakes will continue to work with the County on regional park development. The above parks and trails are currently addressed in the City’s 2040 Comprehensive Plan.

### **REQUESTED COUNCIL DIRECTION**

Discussion only. The Planning and Zoning Board will be reviewing the System Statement at their November 12, 2025, meeting.

### **ATTACHMENTS**

1. Lino Lakes 2025 System Statement



**CITY OF  
LINO LAKES**

# **2025 SYSTEM STATEMENT**



**IMAGINE<sup>50</sup>**



# 2025 SYSTEMS STATEMENT CITY OF LINO LAKES

## Regional Development Plan Adoption

On February 12, 2025, the Met Council adopted Imagine 2050 as a comprehensive development guide for the Twin Cities metro region. Imagine 2050 includes regional systems plans, including the 2050 Transportation Policy Plan, the 2050 Water Policy Plan, the 2050 Regional Parks and Trails Policy Plan, and the 2050 Housing Policy Plan. The development guide also outlines land use policies and community designations important for local comprehensive planning updates.

The Metropolitan Council is now issuing systems statements pursuant to [State statute](#).

## Systems Statements

Metropolitan systems plans are long-range comprehensive plans for the regional systems – transit, highways, and airports; wastewater services; and parks and open space – along with the capital budgets for those systems. Systems statements explain the implications of metropolitan system plans for each community in the region. They are intended to help communities prepare or update their comprehensive plan, as required by the Metropolitan Land Planning Act:

*Within nine months after receiving a system statement for an amendment to a metropolitan system plan, and within three years after receiving a system statement issued in conjunction with the decennial review required under [section 473.864, subdivision 2](#), each affected local governmental unit shall review its comprehensive plan to determine if an amendment is necessary to ensure continued conformity with metropolitan system plans. If an amendment is necessary, the governmental unit shall prepare the amendment and submit it to the council for review.*

The system statement includes information specific to a community, including:

- community designation or designation(s)
- forecasted population, households, and employment through the year 2050
- guidance on appropriate densities to ensure that regional services and costly regional infrastructure can be provided as efficiently as possible
- affordable housing need allocation.

In the following sections, this systems statement contains an overview of key changes and updates to the policies and plans from the previous 2040 regional development guide and specific system changes that affect your community:

- Transportation, including metropolitan highways, aviation, and transit
- Water Resources, including wastewater, surface water, and water supply planning

- Regional parks and trails

## Regional Development Guide

The development guide adopted in February 2025 reflects the vision and plans adopted by communities for a prosperous, equitable, and resilient region with abundant opportunities for all to live, work, play, and thrive.

Regional values are shared core beliefs or principles that guide the work of developing and implementing Imagine 2050. The values build on those identified in Thrive MSP 2040 and incorporate what we've learned over the last ten years as well as the common values expressed by local governments and partners across the region. These values guide the Met Council in building partnerships and developing policies and programs to support Imagine 2050.

The Met Council has endorsed the following goals for our region to achieve through our policies, practices, programs, and partnerships:

- Our region is equitable and inclusive.
- Our communities are healthy and safe.
- Our region is dynamic and resilient.
- We lead on addressing climate change.
- We protect and restore natural systems.

## Dispute Process

If your community disagrees with elements of this systems statement or has any questions about the process, please contact your Sector Representative, Emma Dvorak, at 651-602-1399, to review and discuss potential issues or concerns. The Council and local government units and districts have usually resolved issues relating to the system statement through discussion.

## Request for Hearing

If a local governmental unit and the Met Council are unable to resolve disagreements over the content of a system statement, the unit or district may, by resolution, request that a hearing be conducted by the Met Council's Land Use Advisory Committee or by the State Office of Administrative Hearings to consider amendments to the system statement. According to Minnesota Statutes [section 473.857](#), the request shall be made by the local governmental unit or school district within 60 days after receiving the system statement. If the Met Council does not receive a hearing request within 60 days, the statement becomes final.

## Next Steps in the Regional Planning Cycle

Receipt of this system statement and the metropolitan system plans triggers a community's obligation to review and amend its comprehensive plan by December 2028. Local comprehensive plans and amendments will be reviewed by the Met Council for conformance to

metropolitan system plans, consistency with Met Council policies, and compatibility with adjacent and affected governmental units. Updated local comprehensive plans are due to the Met Council for review by Dec. 31, 2028.

## Forecasts

The Met Council uses the forecasts developed as part of Imagine 2050 to plan for regional systems. Communities should base their planning work on these forecasts. Given the nature of long-range forecasts and the planning timeline undertaken by most communities, the Met Council will maintain on-going dialogue with communities to consider any changes in growth that may have an impact on regional systems.

### *Imagine Forecasts for the City of Lino Lakes*

	2020 (actual)	2030	2040	2050
Population	21,399	24,600	26,600	29,200
Households	6,957	8,300	9,200	10,200
Employment	3,786	5,200	5,600	6,000

## Housing Policy

The purpose of the Housing Policy Plan, adopted by the Metropolitan Council in February 2025, is to provide leadership and guidance on regional housing needs and challenges and to support Imagine 2050. The Housing Policy Plan provides an integrated policy framework that unifies our existing roles in housing and identifies opportunities to expand our role in supporting safe, affordable and dignified housing in the region.

Consistent with state statute (Minn. Stat. 473.859, subd. 2(c) and subd. 4), cities and townships must include a housing element and implementation program in their local comprehensive plans that address existing and projected housing needs.

The Met Council has determined the regional need for low-income housing for the decade of 2031-2040 (see Appendix B in the Housing Policy Plan).

Based on regional forecasts, the regional need for future affordable housing units is 39,700. Lino Lake' share of the region's future need for low-income housing is 428 new units of affordable housing. Of these new units, the need is for 207 affordable to households earning at or below 30% of AMI, 190 affordable to households earning 31% to 50% of AMI, and 31 affordable to households earning 51% to 60% of AMI.

### *Affordable Housing Need Allocation for the City of Lino Lakes*

	Units
At or below 30% AMI	207
31 to 50% AMI	190
51 to 60% AMI	31
Total Units	428

Future Affordable Housing Need allocations may be updated throughout the decade if local projected sewerage growth changes.

Lino Lakes should consult the complete Housing Policy Plan when preparing its local comprehensive plan. In addition, Lino Lakes should consult Imagine 2050 and the Local Planning Handbook for specific requirements necessary for the housing element and housing implementation programs of local comprehensive plans.

## Climate Policy

In 2023, the State legislature amended the Metropolitan Land Planning Act ([Minn Stat. § 473.859, subd. 2 and 7](#)) to include new requirements that comprehensive plans address climate mitigation and adaptation. In climate policy, mitigation strategies focus on minimizing contributions to climate change through efficiency measures and reducing greenhouse gas emissions. Adaptation strategies focus on how to change policies and practices to adjust to ongoing and future impacts of climate change.

The Met Council will assist communities in addressing climate mitigation and adaptation elements by providing communities with greenhouse gas inventories and technical assistance for identifying appropriate strategies.

## Community Designation

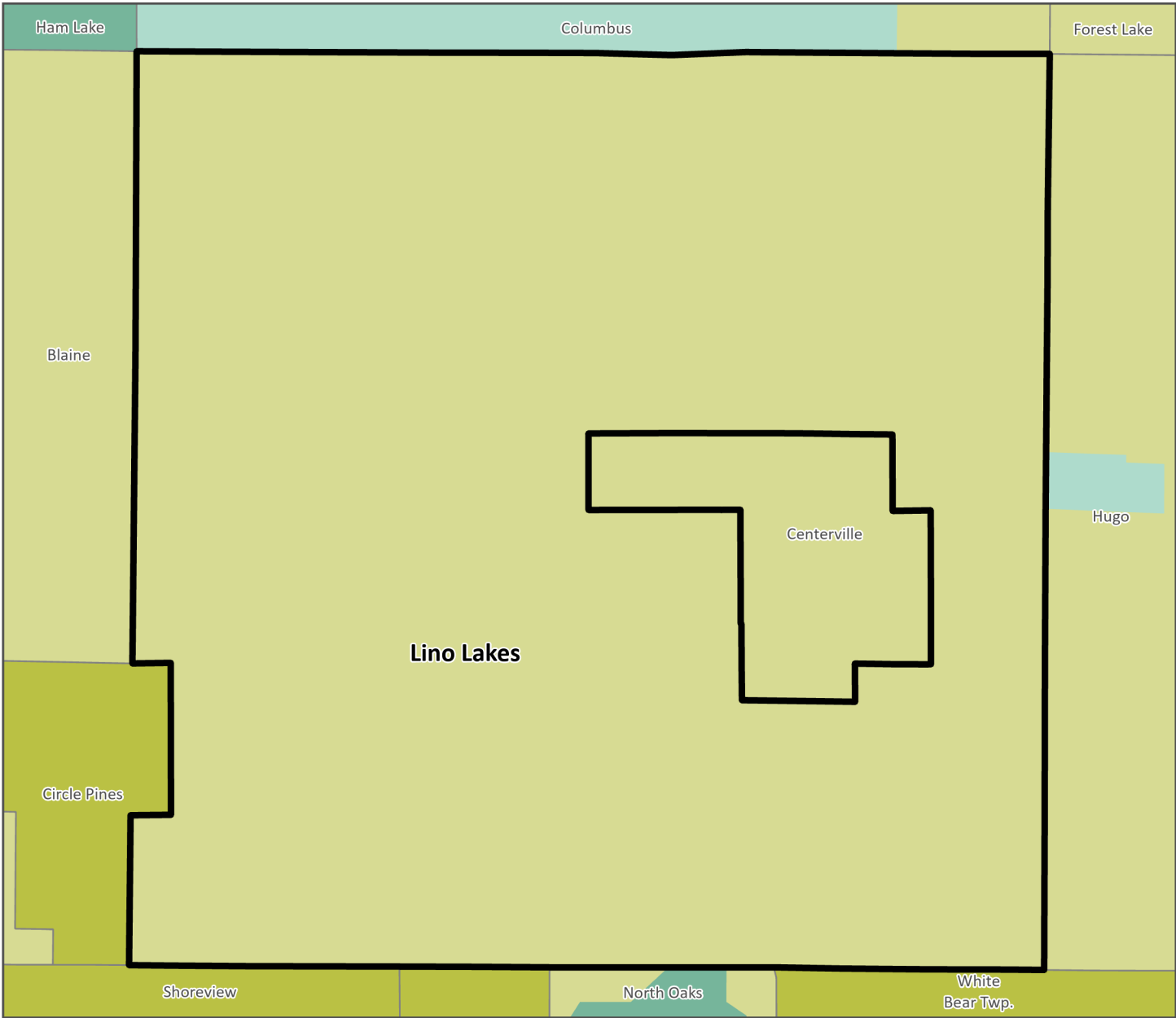
Community designations group jurisdictions with similar characteristics for the application of regional policies. The Council uses community designations to guide regional growth and development; establish land use expectations including overall development densities and patterns; and outline the respective roles of the Council and individual communities, along with strategies for planning for forecasted growth. If there are discrepancies between the Imagine 2050 Community Designations Map and the Community Designation map contained within this systems statement, communities should follow the specific guidance contained in this document. Imagine identifies the City of Lino Lakes with the community designation of Suburban Edge on the Community Designation map.

Suburban Edge municipalities are on the edge of the Metropolitan Urban Service Area (MUSA) and primarily developed after the 1990s. While denser downtown or core areas are often present, the predominate development pattern is low or medium density residential subdivisions characterized by cul-de-sacs and limited access to major thoroughfares for traffic movement. These areas also feature extensive undeveloped land planned for low to medium residential densities along with some areas guided for industrial and commercial uses, often near highway intersections. The planning challenge in Suburban Edge areas is to improve street connectivity and integrate sustainable development practices, ensuring that growth and conservation effectively coexist. Suburban Edge cities may have more than one community designation based on forecasted growth and current or planned development patterns. This happens generally when areas in a municipality either have an historic development pattern more appropriate for a different designation or portions of the municipality are not currently planned for future development and are still considered rural or agricultural in nature.

Specific strategies for Lino Lakes can be found on your [Community Page](#) in the [Local Planning Handbook](#).

# City of Lino Lakes Community Designations

Suburban Edge



## Urban Service Areas

- Urban
- Urban Edge
- Suburban
- Suburban Edge

## Rural Service Areas

- Rural Center
- Diversified Rural
- Rural Residential
- Agricultural
- Non-Council Community

# 2025 TRANSPORTATION SYSTEM STATEMENT CITY OF LINO LAKES

## Transportation Policy Plan Overview

The 2050 *Transportation Policy Plan* (TPP) is the metropolitan system plan for transportation, including highways, transit, bicycle, pedestrian, freight, aviation, and travel demand management, to which local comprehensive plans must conform. The TPP also includes regional transportation objectives, supporting policies and actions, and regional performance measures. The full TPP can be found at the following url:

<https://imagine2050.metrocouncil.org/chapters/transportation>.

This system statement summarizes the regional systems and any significant changes to them, other important regional transportation considerations, and changes made to the 2050 TPP since the 2040 TPP was adopted in 2015. Additionally, this system statement highlights those elements of the system plan that apply to your community. The TPP incorporates policy direction and new 2050 socioeconomic forecasts adopted by the Metropolitan Council in Imagine 2050 and extends the planning horizon from 2040 to 2050.

## Federal and State Requirements

The TPP is a document that meets both state requirements outlined in statute for a metropolitan system plan, and federal requirements as a fiscally constrained long-range investment plan for surface transportation. As the region has recently received a significant number of new and increased sources of transportation revenue, the 2050 TPP no longer includes an increased revenue scenario, but it does include additional opportunities for investment. The plan also continues to assume competitive transportation funding (e.g., state and federal discretionary programs like INFRA and Corridors of Commerce) will be sought and amended into the plan as awarded.

Under the Metropolitan Land Planning Act, local comprehensive plans are expected to conform to the projects currently identified as funded in the fiscally constrained plan, which is the official metropolitan system plan. The additional opportunities for investment may be identified separately in local plans as unfunded proposals but are not required to be included.

Federal requirements also call for metropolitan transportation plans to be performance based, so the TPP includes objectives, policies, and actions for the regional transportation system. These objectives, policies, and actions guide the Council and regional partners in their planning and investment in the surface transportation system.

In addition to reviewing this system statement, consult the TPP to ensure that your community's local comprehensive plan and plan amendments conform to the metropolitan transportation system plan. Communities should also review the Imagine 2050 Land Use Policy for land use considerations near certain transportation infrastructure. The format of this plan is different than past TPPs. The plan is no longer separated by chapter, rather each modal plan is distinguished from each other as individual investment or system plans. If the Council has a role in the funding of a regional system, the plan is identified as an investment

plan, if not, then it is identified as a system plan. There is no appendix in the 2050 TPP, supporting documentation is combined directly with the specific investment or system plan and identified as support documentation.

## 2050 Transportation Policy Plan Regional Systems

Adopted by the Metropolitan Council in February 2025, the TPP identifies the regional transportation systems, regional transportation objectives and policies, and other regional transportation issues communities should consider when producing their own comprehensive plans. This section will cover descriptions of each system and key changes made to these systems in the TPP.

### Regional Transportation Policies and Actions

In addition to identifying regional systems and investment needs, the TPP includes a set of policies and related actions to guide investments, planning and priorities for the regional transportation system. The policies and actions cover many topics including safety, highway planning priorities, complete streets, non-motorized transportation, equity, climate and natural systems. Communities are encouraged to incorporate regional policies in their local plans.

### Regional Highway System

The Metropolitan Highway System is made up of principal arterials, shown in Figure 1 of the *Highway Investment Plan* and included with this system statement. This system is federally known as the National Highway System. The Metropolitan Highway System is a vital element of the regional transportation system; while minor arterials are lower order roadways that provide connectivity to and relieve congestion in the principal arterial system. Principal and minor arterials combined represent the Regional Highway System.

### Key Changes from the 2040 TPP

- A major shift from previous TPPs is that potential new revenues are no longer considered a means to resolve unmet needs on the system. The 2050 TPP does not have a current and increased revenue scenario as a result. Instead, the 2050 TPP identifies funded projects in the fiscally constrained plan and additional opportunities beyond what is funded. Multiple studies completed since the 2040 TPP identified additional opportunities for investment, these are shown in figures 8 and 10.
- The 2050 TPP identifies highway investments in five major categories:
  - Safety: Figure 7 in the *Highway Investment Plan* shows regionally significant safety investments.
  - Spot mobility: Figure 8 in the *Highway Investment Plan* shows funded regionally significant spot mobility projects alongside identified additional opportunities for investment.
  - Interchanges: Figure 9 in the *Highway Investment Plan* shows funded and planned regionally significant interchange investments.
  - Managed lanes: Figure 10 in the *Highway Investment Plan* shows the existing, under construction and planned E-ZPass system. It also includes managed lane corridors which are identified additional opportunities for investment.

- Targeted regional capacity: Figure 11 in the *Highway Investment Plan* shows funded and planned regionally significant highway capacity investments. It also includes potential future capacity enhancements identified in studies.
- Modifications were made to the 2050 TPP that removed appendix naming found in previous plans and reworks previous chapters. Support documents for the *Highway Investment Plan* are now: Functional Classification, Preliminary Interchange Approval Process, and Congestion Management Process. The project list appendix item is now a separate section of the TPP, titled Long Range Highway and Transit Capital Project List. This updated list identifies projects from 2025 to 2050.

## Regional Transit System

The regional transit system is comprised of the region's transitways, regular route bus services, demand response services, transit centers and park and rides, and transit advantages. This system is operated by six different service providers in the region. The COVID-19 pandemic upended transit, and some services vary dramatically from pre-pandemic levels. Many routes were suspended in the region and are still in the process of restructuring.

### Key Changes from the 2040 TPP

- A major shift from previous TPPs is from new revenues raised to fill budget gaps in the system. A new source of revenue for transit was created in 2023 to fund operations and maintenance for the region. Similar to highways, the *Transit Investment Plan* no longer contains a current and increased revenue scenario. The projects shown in the 2050 TPP are those in the fiscally constrained plan. Additional opportunities for investment are also identified in the plan and these may be incorporated into local comprehensive plans.
- Several transitways have been implemented and opened and additional transitways have been identified in the region. Multiple arterial bus rapid transit (BRT) routes have been completed and put into operation, while more alignments have been identified in studies for future implementation. The *Transit Investment Plan* identifies investments planned to be implemented in the 2050 TPP:
  - Two light rail extensions (Green Line Extension, Blue Line Extension)
  - Two dedicated BRT routes (Gold Line, Purple Line)
  - Five arterial BRT routes (B Line, E Line, F Line, G Line, H Line)
- Modifications were made to the 2050 TPP that removed appendix naming found in previous plans and reworks previous chapters. Support documents for the Transit Investment Plan are now: Transit Design and Performance Guidelines.

## Regional Aviation System

The regional aviation system is composed of Minneapolis-St Paul International Airport, eight publicly owned regional airports, and two privately owned seaplane bases. These regional airports are owned and operated by the Metropolitan Airports Commission (MAC) and local communities.

## Key Changes from the 2040 TPP

- The MAC completed an update to the Long-Term Comprehensive Plan (LTCP) for the Minneapolis-St Paul International Airport in 2024. This update moves the planning horizon to 2040 with new operation forecasts, anticipated noise impacts and capital project needs.
- The Aviation System Plan now identifies all facilities where aviation activity may take place in the region beyond regional airports. These facilities may be incorporated into and considered in local planning. Aviation appendix items of the TPP are now included as a single support document titled Aviation Supporting Information.

## Regional Bicycle System

The regional bicycle system is identified through the Regional Bicycle Transportation Network (RBTN). The RBTN is made up of alignments and corridors. Corridors are shown where more specific alignments within those corridors have not yet been designated. The process used to develop the RBTN, the general principles and analysis factors used in its development, and studies done to analyze and update the network can be found in the *Bicycle Investment Plan*. The RBTN was established in the 2040 TPP with the intent of achieving the following goals:

- Establish an integrated and seamless network of on-street bikeways and off-road trails.
- Provide the vision for a “backbone” arterial network to serve daily bicycle trips by connecting regional destinations and local bicycle networks.
- Encourage cities, counties, park agencies, and the state to plan and implement future bikeways in support of the network vision.

The RBTN also incorporates regional bicycle barriers which are established in the TPP as the region’s most significant physical barriers to everyday bicycle travel and include freeways and expressways, railroad corridors, and secondary rivers and streams. They were developed and analyzed through the [Regional Bicycle Barrier Study](#), the map which displays these barriers can be found here: [Regional Bicycle Barriers Map](#).

## Key Changes from 2040 TPP

- The RBTN has been refined and expanded since it was first implemented in the 2040 TPP. Requests from local governments to add and revise RBTN corridors and alignments prompted the [Regional Bicycle Guidelines and Measures Study](#) which developed specific measures used in reviewing update requests submitted by local agencies.
- The RBTN undergoes a formal update of alignments and corridors about every 2 years. The next formal update will take place in 2025 prior to the 2026 Regional Solicitation.

## Regional Freight System

The regional freight system is composed of interconnecting transportation modes, some of which are unique to freight and some which overlap with passenger travel modes. There are five distinct modes of freight transportation: highway trucks, railroads, river barges, air freight, and pipelines. Combined with intermodal or warehouse/distribution terminals and supporting

infrastructure these modes of transportation comprise the regional freight system, known as the Metropolitan Freight System.

### Key Changes from 2040 TPP

- E-commerce has become an increasingly important segment of freight movements and deliveries of goods to homes. The [Urban Freight Distribution Study](#) focused on e-commerce trends and impacts or opportunities of last-mile parcel deliveries in regional communities. The study notes that as urban deliveries become more common local communities are encouraged to create curb management policies, consider delivery needs in their complete streets planning and identify microhubs for last mile parcel distribution in addition to other recommendations.

## Pedestrian System

The Council coordinates with local partners on pedestrian issues and trends, and aids in funding for pedestrian needs in a variety of ways.

### Key Changes from 2040 TPP

- In previous TPPs pedestrian and bicycle travel were combined into one chapter and discussed together. The pedestrian system is now discussed and considered as an independent investment section of the 2050 TPP.
- To address rising pedestrian danger on our streets, the Council undertook a study to create the [Pedestrian Safety Action Plan](#), which was released in 2022. This plan includes analysis of crash trends in the region, recommendations of actions to take to increase pedestrian safety, and a weighted crash score on every road in the region to aid in future safety planning and project prioritization. Communities are encouraged to incorporate the plan's findings into the pedestrian elements of their comprehensive plans.

## Travel Demand Management

Travel demand management (TDM) is the application of strategies, programs and policies to increase the efficiency of transportation systems by reducing travel demand, or redistributing this demand in space or in time. These initiatives are intended to inspire new travel habits to support infrastructure investments and a more efficient use of the transportation system by reducing the demand for personal vehicle trips.

### Key Changes from 2040 TPP

- TDM has its own dedicated investment plan and discussion in the 2050 TPP, which is completely new to the plan. This section describes key partners in TDM in the region and identifies roles and responsibilities for these partners. As a result of this new investment plan, local communities are being asked to discuss how they include travel demand management strategies in their local plans, since some of them have relationships to land use controls and ordinances.
- The Council conducted the Regional Travel Demand Management Study that concluded with the [Regional Travel Demand Management Action Plan](#) in 2023. The Action Plan outlines a structure for a regional TDM program to implement and operationalize

strategies, programs and incentives that achieve reductions in single-occupant vehicle trips, vehicle-miles traveled, and greenhouse gas emissions through travel behavior change. The Action Plan is summarized in the 2050 TPP Travel Demand Management Investment Plan.

## System Plan Considerations Affecting Your Community

Your community should consult the complete TPP in preparing its local comprehensive plan. In addition, your community should consult Imagine 2050 and the current version of the Metropolitan Council's Local Planning Handbook (LPH) for specific information needed in its comprehensive plan. Specific system plan considerations affecting your community are detailed below.

### Regional Highway System

There are principal arterials located within your community:

- Interstate 35E
- Anoka CSAH 14
- Anoka CSAH 23

The 2050 TPP includes the following regional highway mobility improvements in your community as shown in the *Highway Investment Plan* Figures 8, 9, 10, 11:

- Funded or Planned Interchanges
  - I-35E at County Road J

### Regional Transit System

Your community is located within the following Transit Market Areas: TMA 4 and TMA 5.

- TMA 4 is primarily Suburban Edge communities along with portions of Suburban communities. It is characterized by low population and job densities that do not support frequent local transit service and a spread out, often circuitous, street network that hinders efficient routing. Transit service in Market Area 4 is mainly peak-period express and commuter service at park-and-rides which can effectively gather the lower density transit demand into one spot. There are some suburban local routes, including suburb-to-suburb connectors, although service is typically very infrequent. Non-regular route transit, usually dial-a-ride, is generally available.
- TMA 5 is primarily rural communities including rural centers but also some suburban edge communities as well as freestanding town centers characterized by very low-density development or undeveloped land not well suited for regular-route transit service outside of limited peak-period express and commuter service.

Your community is located within the Transit Capital Levy District.

There are no transitways or high frequency bus routes in your community.

## Regional Aviation System

All communities must include an aviation element in the transportation sections of their comprehensive plans. The degree of aviation planning and development considerations that need to be included in the comprehensive plan varies by community. Even those communities not impacted directly by an airport have a responsibility to include airspace protection in their comprehensive plan. The protection element should include potential hazards to air navigation including electronic interference. Local comprehensive plans can also begin to consider other aviation uses which do not take place at airports, like drones.

- Your community is within the influence area of Anoka-Blaine Airport and Surfside Seaplane Base. The LTCP for the Anoka-Blaine airport is shown in the Aviation Supporting Information document of the TPP. The full Anoka-Blaine LTCP can be found [here](#). The Anoka-Blaine LTCP has not been updated since the 2040 TPP was last updated in 2020 but is planned to be updated and amended into the TPP in 2027.
- Consideration and information for Surfside Seaplane Base should be updated in your community's 2050 Comprehensive Plan.

Communities influenced by this airport should review the LTCP to ensure that the updated comprehensive plan developed by the community remains consistent with the airport plans. Consult the LPH for specific comprehensive planning requirements and considerations such as airport zoning, noise and other environmental mitigation, airport development and economic impacts, ground access needs, infrastructure requirements, and general land use compatibility.

Local communities should also consider other facilities which may generate aviation activity, such as heliports or private air facilities. To see all aviation facilities in the region including those that are not defined as a part of the regional aviation system, refer to Figure 6 of the *Aviation System Plan*.

## Regional Bicycle Planning

The RBTN is depicted on Figure 2 of the *Bicycle Investment Plan*. The network consists of Tier 1 and Tier 2 corridors and alignments. These are not intended to be the only bicycle facilities in the region, and local units should also include local network plans in their communities.

In your community there are one RBTN corridors and three alignments. Your community should incorporate the RBTN map within your local bicycle plan maps and use your comprehensive planning process to identify suitable alignments within and along the RBTN corridors for future incorporation into the TPP. In addition, agencies should plan their local on and off-road bikeway networks to connect to the designated Tier 1 and Tier 2 alignments, as well as any new network alignments within RBTN corridors to be proposed in local comprehensive plans. Bikeway projects that complete segments of, or connect to, the RBTN are given priority for federal transportation funds through the Transportation Advisory Board's biannual regional solicitation.

In your community there are one or more identified bicycle barrier crossings. To determine which regional bicycle barriers and prioritized barrier crossing improvement locations occur within your community, please review the [Regional Bicycle Barriers Online Map](#). The tiered crossing improvement locations are used as one alternative criterion in the Regional Solicitation to distribute federal transportation funds. Communities are encouraged to analyze

and address the need for new bicycle barrier crossings or improved bicycle facilities at existing barrier crossings.

## **Regional Freight Planning**

The Council encourages all local governments to plan for freight movement in their communities. Trucks are the major mode of freight movement in the region and across the nation to distribute consumer goods as well as move manufactured goods and commodities, and they operate in every community.

The Metropolitan Freight System and the National Highway Freight Network are shown in Figures 1 and 5 of the *Freight Investment Plan*, respectively. There is a freight facility in your community: Interstate 35E. These networks and facilities should be incorporated into your local comprehensive plan. The local plan should also plan for compatible adjacent land uses, consider last-mile freight delivery needs and curb management strategies for local deliveries, if applicable. Refer to the *Urban Freight Distribution Study* for specific guidance on how to consider e-commerce and local deliveries on the local transportation system.

## **Other Transportation Policy Plan Considerations**

### **Pedestrian Planning**

The Council encourages local governments to address pedestrian needs for transportation in their local comprehensive plans. The necessary planning for pedestrians can be done within your community's comprehensive plan. An adopted pedestrian, active transportation, or multimodal plan can be included as an addendum to or in addition to the comprehensive plan. This planning should also include ensuring your local community has a current ADA self-evaluation that covers the public rights-of-way for transportation. Agencies with 50 or more employees must also have an adopted ADA transition plan, not just a self-evaluation.

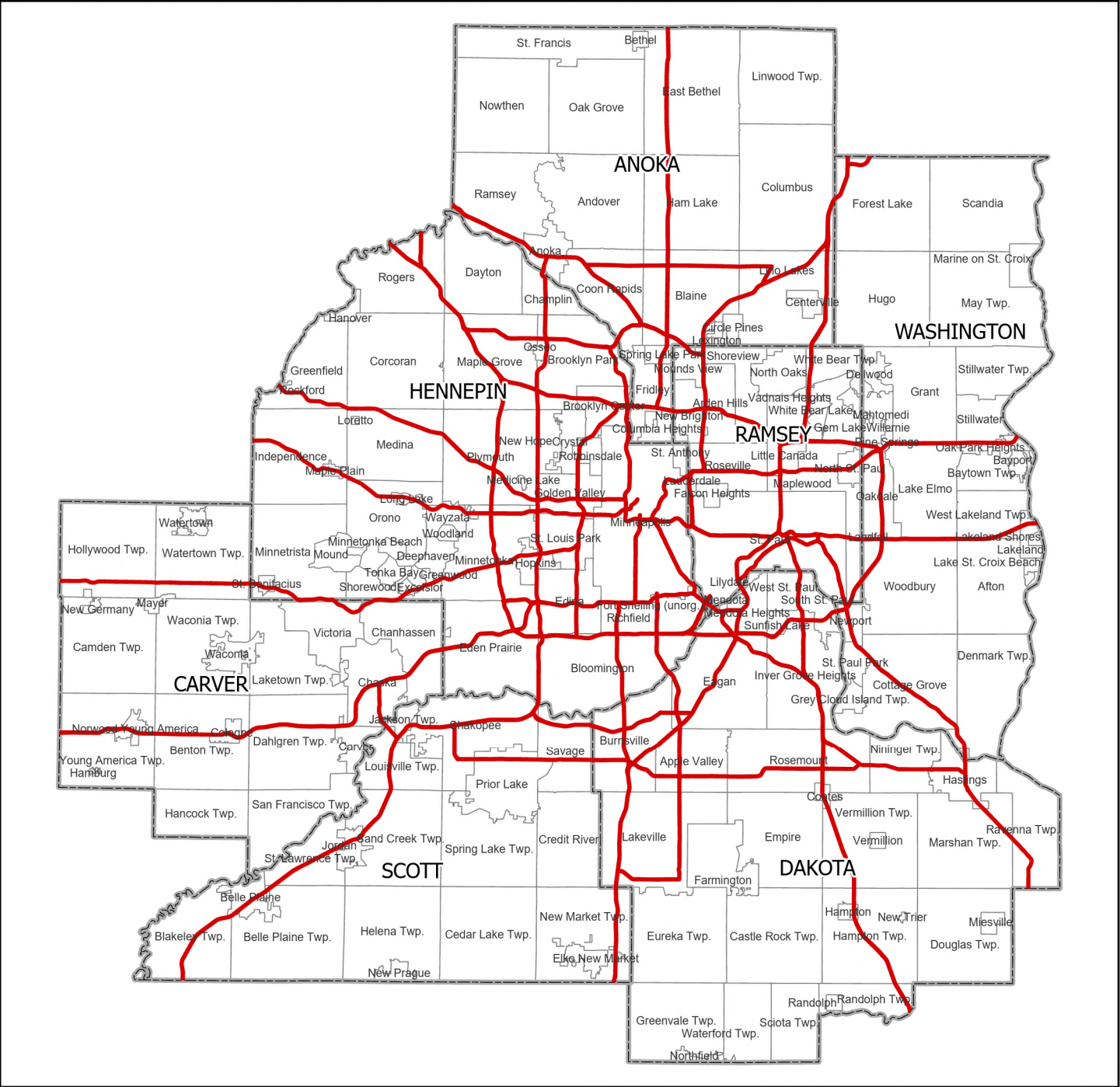
### **Travel Demand Management**

The Council encourages local governments to address travel demand management needs for areas which experience traffic congestion. Your community is served by Anoka County TMO. Local governments should identify the transportation management organization which serves their community and describe any policies, ordinances, practices or programs in place which would aid in regional TDM work in their local comprehensive plans.

### **Greenhouse Gas Emissions**

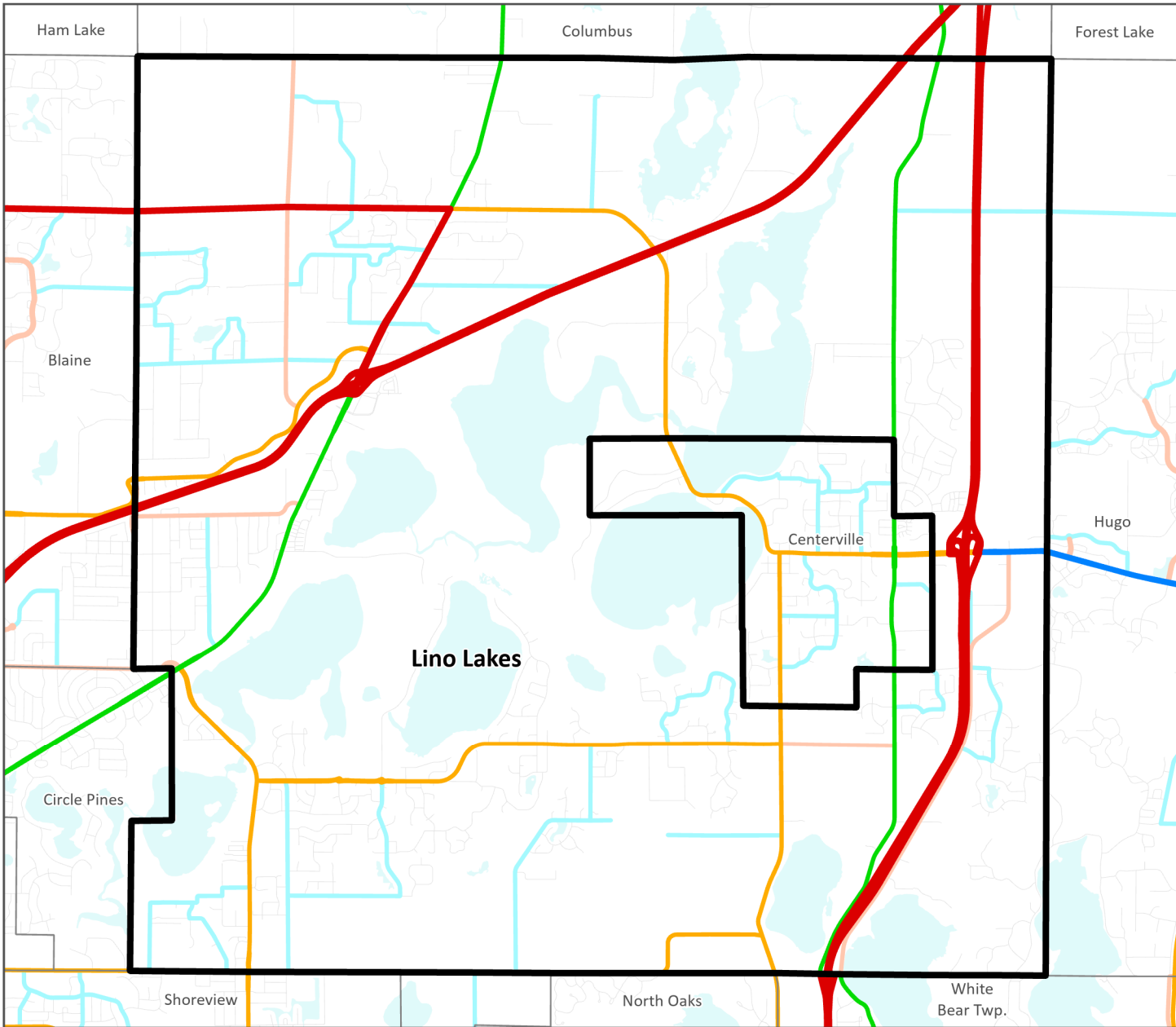
State law directs the Minnesota Department of Transportation to establish targets to meet greenhouse gas (GHG) emissions reduction for the seven-county metro to reach net-zero emissions in the transportation sector by 2050. Your community must include plans or strategies to limit GHG emissions on the surface transportation system in your comprehensive plan to meet the designated regional targets.

# Principal Arterial Highways



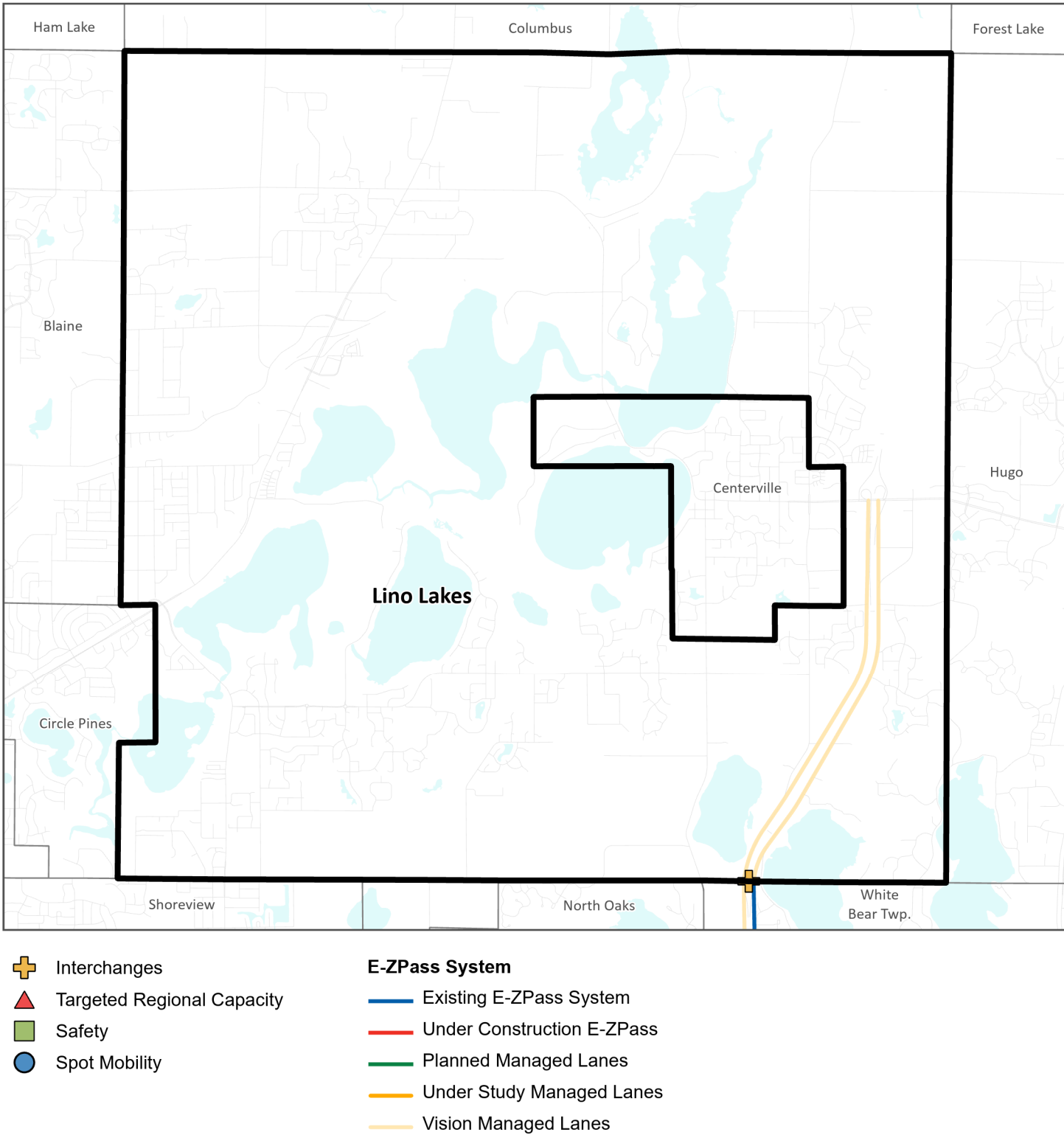
Principal Arterial Roads

# City of Lino Lakes Functional Class - All Roads

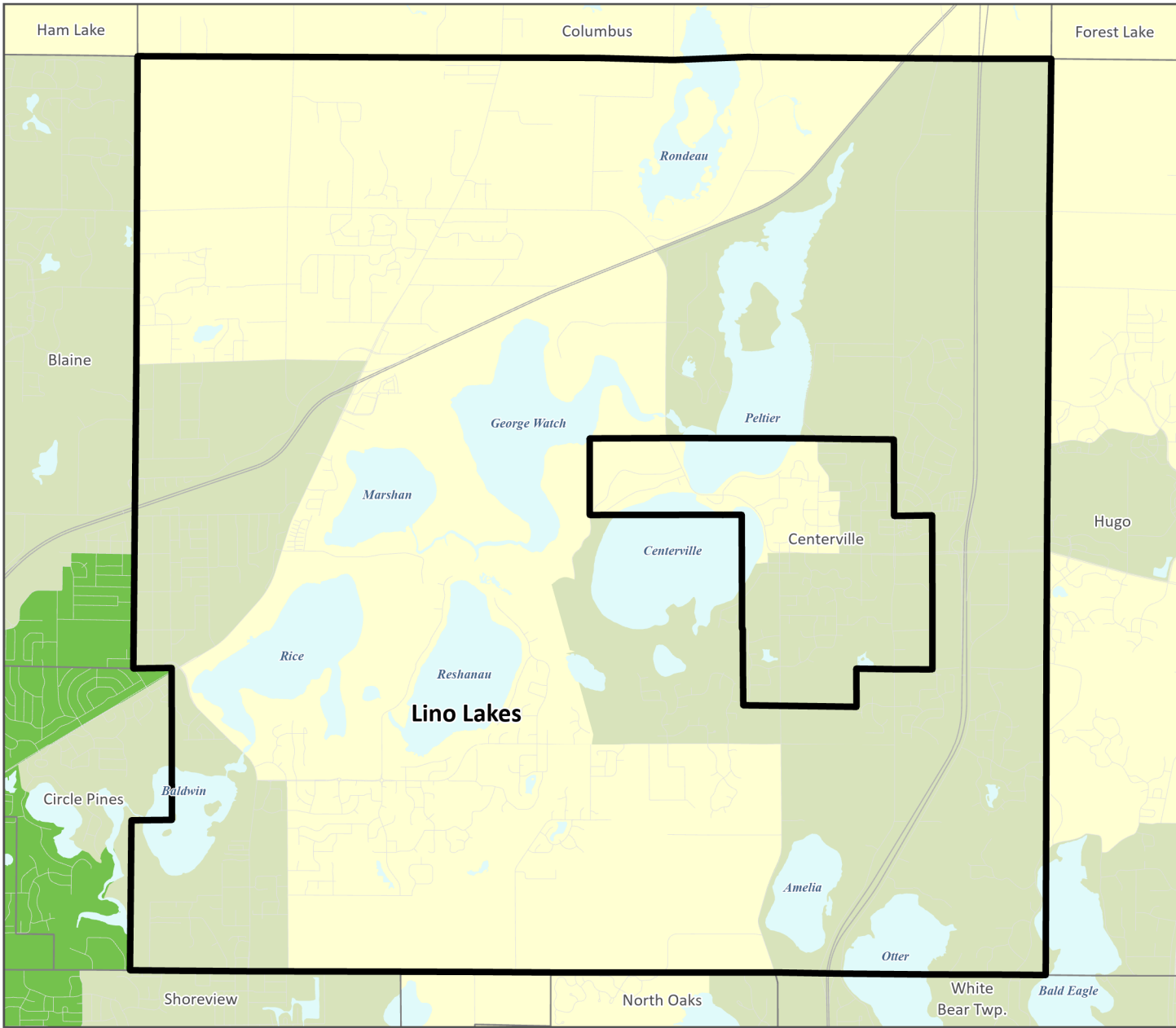


- Functional Class**
- Principal Arterial
  - Minor Arterial Augmentor
  - Minor Arterial Reliever
  - Minor Arterial Expander
  - Minor Arterial Connector
  - Major Collector
  - Minor Collector
  - Local Roads

# City of Lino Lakes Long Range Highway Projects



# City of Lino Lakes Transit Market Areas

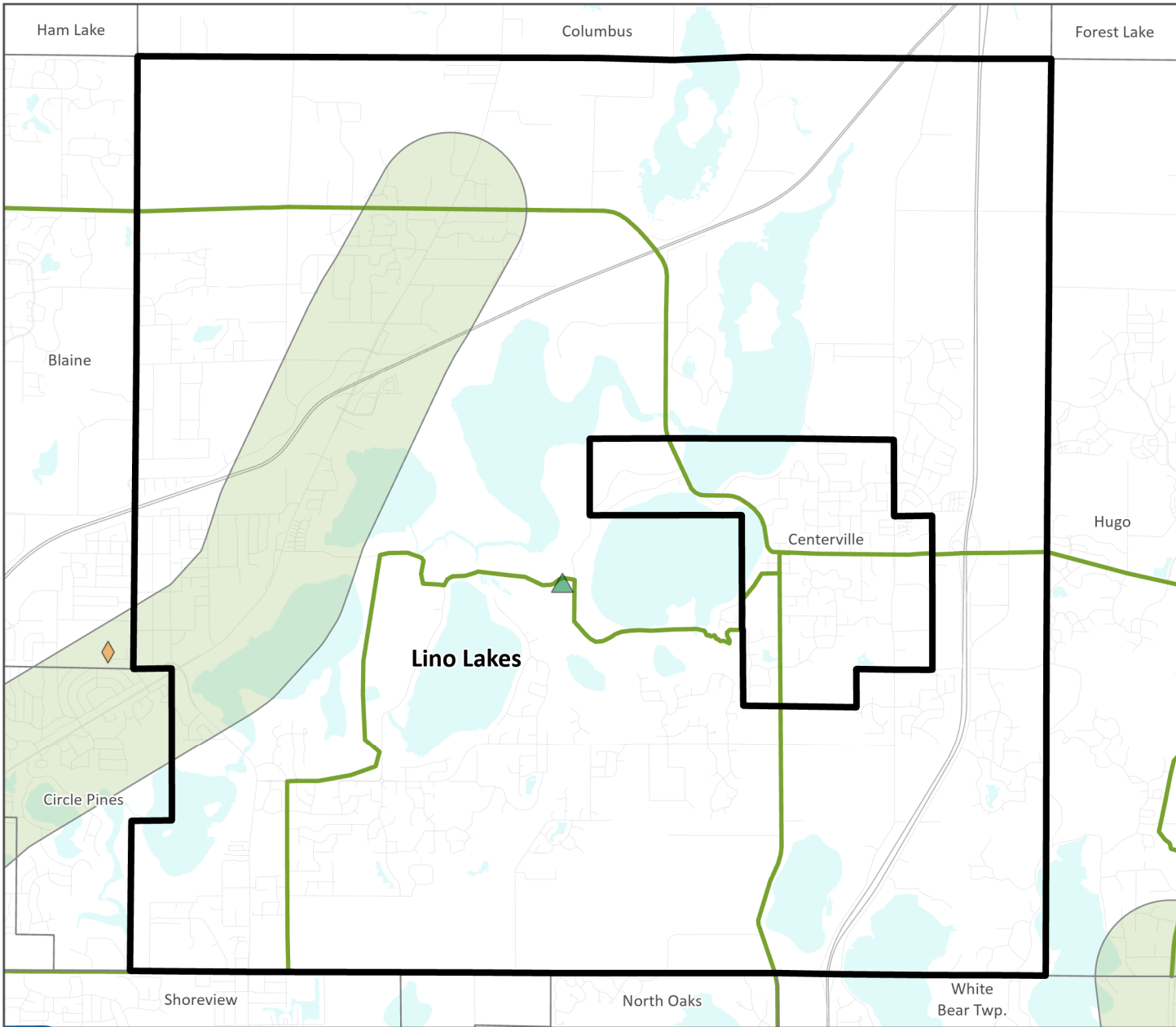


- Transit Market Areas

  - TMA 1
  - TMA 2
  - Emerging TMA 2
  - TMA 3
  - Emerging TMA 3
  - TMA 4
  - TMA 5
- Freestanding Town Center

  -

# City of Lino Lakes Regional Bicycle Transportation Network



### Alignments

- Tier 1
- Tier 2

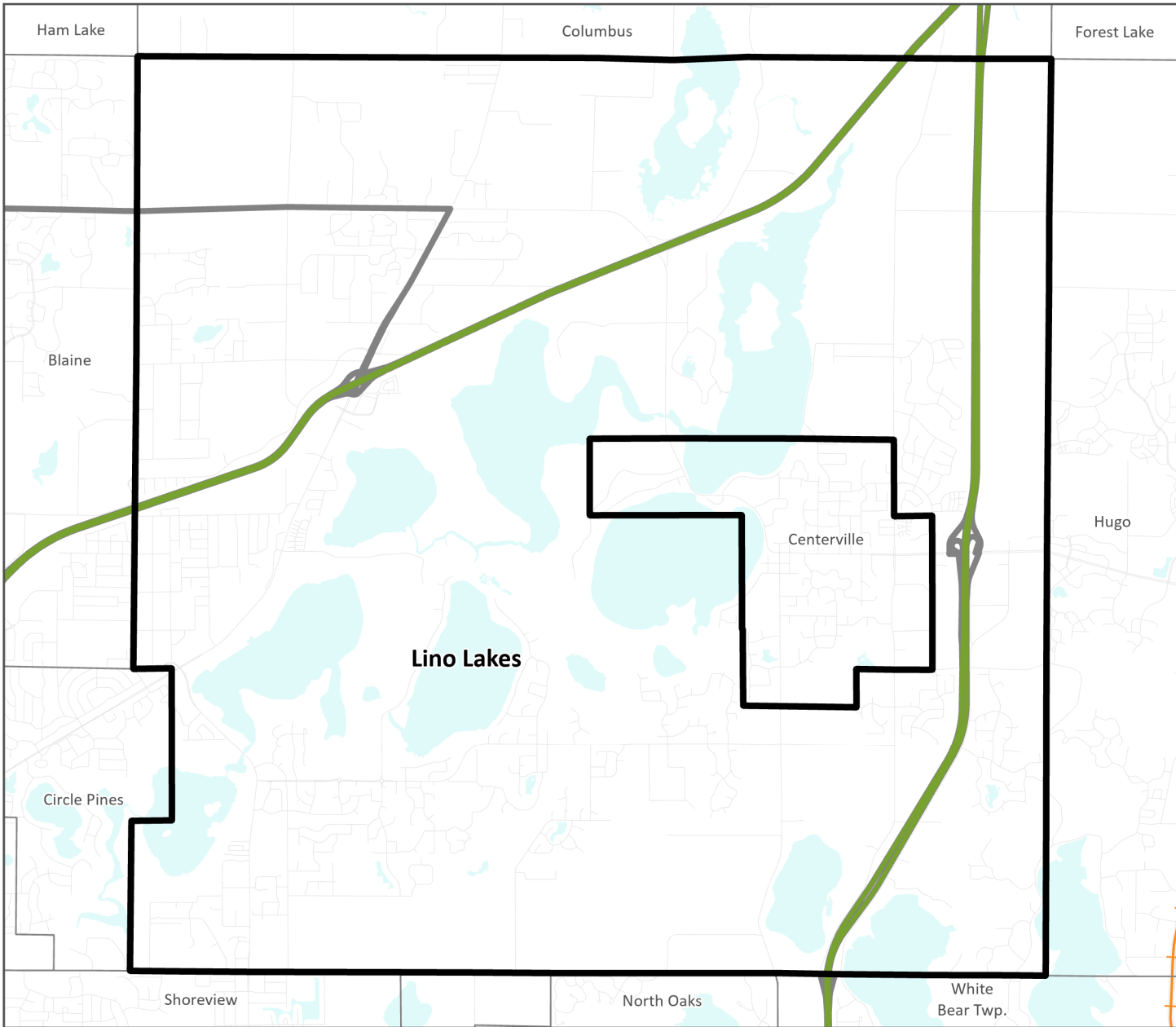
### Corridors

- Tier 1
- Tier 2

### Regional Destination Subgroup

- Metropolitan Job Centers (> 50,000 Jobs)
- Regional Job Centers (15,000 - 50,000 Jobs)
- Subregional Job Centers (7,000 - 15,000 jobs)
- Colleges & Universities (>2,000 Students)
- Large High Schools (> 2,000 Students)
- Major Sports & Entertainment Centers
- Regional Parks (> 400,000 visits/year)

# City of Lino Lakes Metropolitan Freight System



**Terminal Type**  

Airport Terminal

Pipeline

Rail Terminal - Container

Rail Terminal - Non Container

River Terminal

Trucking Terminal / Warehouse

**Railroad Class**  

Class I Railroads

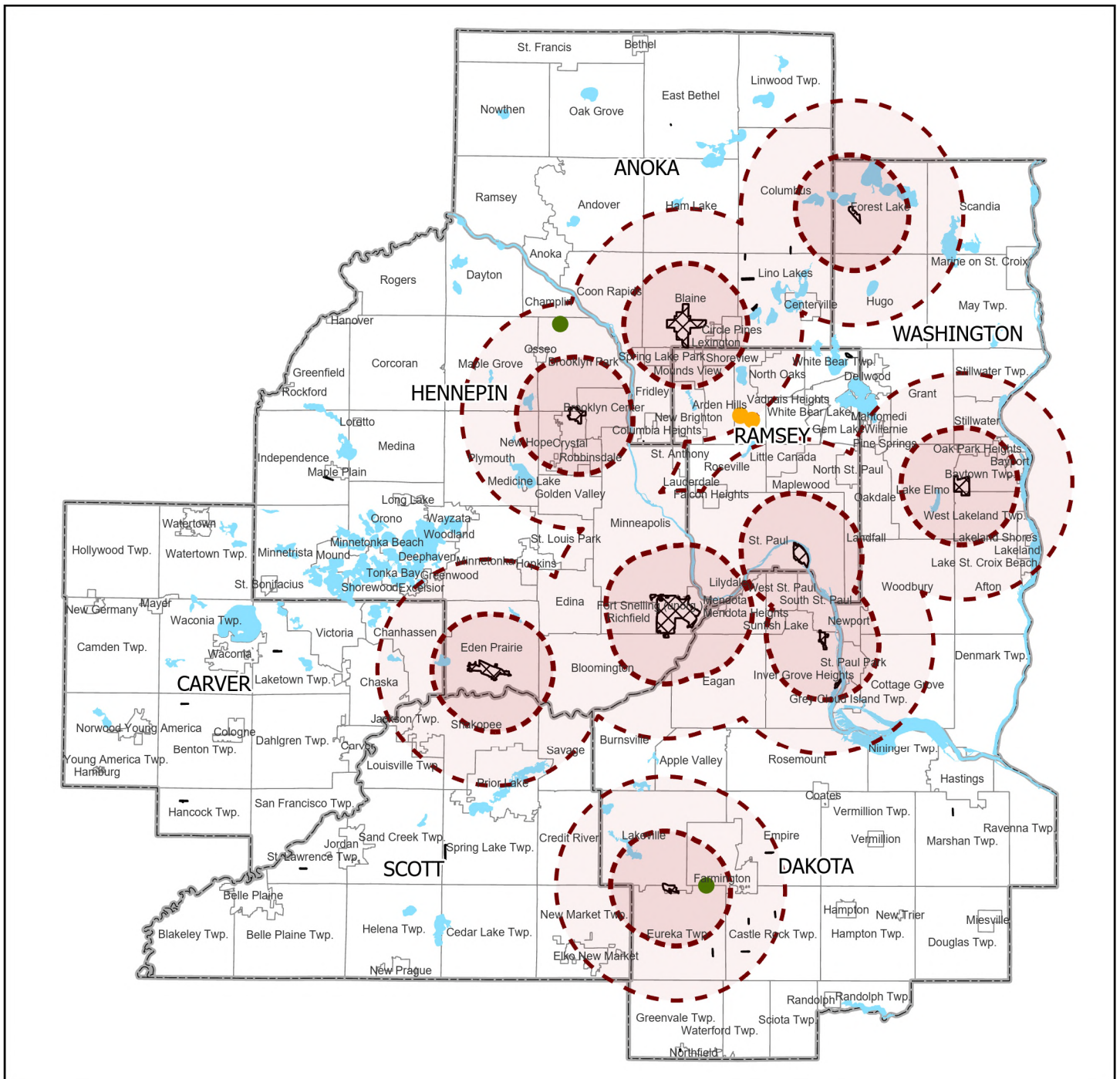
Class III Railroads

Primary Highway Freight System

Non-Primary Highway Freight System Interstates

Critical Urban and Rural Freight Corridors

# Regional Aviation System and Airport Influence Areas



# 2025 WATER RESOURCES SYSTEM STATEMENT CITY OF LINO LAKES

## Water Policy Plan Overview

The 2050 Water Policy Plan includes policies and strategies to achieve four objectives that support our regional goals:

- **CLIMATE:** The region's waters and water services are protected from and made resilient to the ongoing and future effects of climate change.
- **INVESTMENTS:** Water protection, planning, management, and infrastructure investments are optimized to ensure public and ecosystem health are fully protected now and for future generations.
- **HEALTH:** Natural waters, source waters, water services, and infrastructure are managed, restored, and enhanced to protect public and ecosystem health that ensures a high quality of life in the region.
- **EQUITY:** The benefits of clean and abundant water and water services are defined by local needs and environmental context, accessible, and justly shared by all residents and communities.

These objectives help to protect our region's groundwater and surface water, ensure the sustainability of water sources and utility service providers, support public and ecosystem health, and promote a thriving economy, sound development decisions, and a high quality of life for all who call this region home.

The Water Policy Plan strives to generate innovative actions, including water reuse, resource recovery, and nature-based approaches, that have multiple benefits at both the local and regional scales. Additionally, the plan includes policies and strategies to address the impacts of climate change, equitable access to water benefits, and water sector workforce concerns. The region has a strong history of water planning and management, and the 2050 Water Policy Plan continues this tradition. It progresses our organization and the region to ensure clean and abundant water for current and future generations.

## Key Concepts

Adopted by the Metropolitan Council in February 2025, the 2050 Water Policy Plan - including the regional water policies, Wastewater System Plan, and the Metro Area Water Supply Plan - outline the conditions for regional wastewater service, surface water management, and water supply planning. Local comprehensive plans shall conform to these conditions. The Policy Plan incorporates the following changes:

## **Integrated Planning (next steps)**

The Water Policy Plan is a guide for managing wastewater, water supply, surface waters, and groundwater. It takes an integrated approach to water planning and management from local to federal and Tribal levels, which helps to ensure a clean and plentiful water future. Water planning organizations need to work together to address issues that transcend political boundaries to achieve holistic water management.

## **Subregional Approach to Planning**

The Met Council is committed to continuing and broadening the subregional approach to integrated water planning. Subregional groups will be expanded to include stakeholders from Tribal Nations, state agencies, county planning staff, municipal public works and planning staff, watershed organizations, non-governmental organizations, and others who want to participate in discussions about localized, integrated water concerns.

## **Water Equity**

The Water Policy Plan prioritizes equitable access to clean water and water services, especially for historically marginalized communities. Reaching these outcomes requires initiatives such as prioritizing investments in overburdened communities, addressing historical harms, creating accessible information and communications, and including diverse perspectives of community members in water planning and management decisions.

## **Climate and Natural Systems**

The Water Policy Plan includes climate and natural systems objectives, policies, and actions, which guide the Met Council and communities to employ approaches that lead to sustainable water and water services. This includes building water resiliency, limiting risks, and benefiting a growing and a thriving economy through convening partners, new tools and technologies, water conservation and protection efforts, and water planning and technical assistance.

## **Considerations Affecting Your Community**

### **Regional Sewer Service**

The treatment of wastewater is foundational to ensure public health and protect the region's natural environments. Reclamation of water and byproducts from the wastewater treatment process can help our region meet sustainability and climate goals. To operate and steward the regional wastewater system, it is essential for the Met Council to understand local conditions, identify current and future needs, and take innovative approaches to address the region's water sustainability challenges.

Local governments are required to submit both a wastewater plan element to their comprehensive plan and a comprehensive sewer plan describing service needs from the Met Council (Minnesota Statutes 473.513). A complete list of requirements for the comprehensive sewer plan, depending on wastewater service methods in your community, can be found in the Water Resources section of the [Local Planning Handbook](#).

## Forecasts

The forecasts of population, households, employment, and wastewater flows for Lino Lakes can be found on your Community Page in the Local Planning Handbook. These forecasts are for sewer development. The sewer forecasts were estimated using Met Council's census block forecast data, individual and communal sewage treatment system data, Sewer Availability Charge (SAC) data, annual city reports, current trends, existing and future local wastewater service areas and other municipal information. The wastewater flows are based on historical wastewater flow data, future wastewater generation rates, and the sewer population and employment forecast data.

The Met Council will use these growth and wastewater flow forecasts to plan future regional wastewater conveyance and treatment system improvements needed to serve your community.

Lino Lakes, through its comprehensive planning process, must decide the location and staging of development, and then plan and design its local wastewater collection system to serve this development.

## Wastewater Service

Metropolitan Council Environmental Services (Environmental Services) designs, constructs, and operates the regional wastewater system (Metropolitan Disposal System): a publicly owned system of regional sanitary sewers and water resource recovery facilities (wastewater treatment plants), for the conveyance, treatment and disposal of domestic waste, industrial waste and other waste from residential, commercial, institutional, and industrial users in the metropolitan area. The regional wastewater system currently serves 111 communities and through its work it protects public health, protects the environment, and fosters the economic growth of the seven-county Twin Cities Metropolitan Area.

A Regional Sanitary Sewer System map is provided to assist in the completion of your community's comprehensive sewer plan. The map shows Environmental Services' wastewater infrastructure located within your community's boundaries, if your community is provided regional wastewater service.

A complete list of items required for inclusion in your community's comprehensive sewer plan, depending on wastewater service methods in your community, can be found in the Local Planning Handbook. A comprehensive plan will be found incomplete for review if all submittal requirements are not met.

If your community has multiple methods of wastewater service (including regional service, local (municipal) wastewater treatment system, private communal systems, and/or subsurface sewage treatment systems), review the information in each corresponding section and refer to the Local Planning Handbook for a complete list of requirements that must be included in the comprehensive sewer plan for these systems. We strongly encourage you to include this information in a water chapter of your comprehensive plan.

## **Areas Served by the Regional System**

Current wastewater treatment services are provided to the City by Environmental Services. Wastewater generated within the City is conveyed by Met Council Interceptors 9106, 9708, and 8361 with treatment at the Metropolitan Water Resource Recovery Facility in St. Paul.

Environmental Services has made investments in the area with the Blaine Relief Interceptor to support the growth in the western portion of the City.

## **Regional Inflow and Infiltration Program**

The Met Council is continuing implementation of its inflow and infiltration (I/I) reduction program and will continue to establish I/I goals for all communities discharging wastewater to the regional wastewater system. Communities that have excessive I/I in their sanitary sewer systems will be required to eliminate the excessive I/I. Those communities will be required to submit a work plan that details work activities to identify and eliminate I/I sources from both municipal and private sources. The Met Council will not design future regional sanitary sewer improvements or water resource recovery facilities to handle peak hourly flows in excess of the allowable rate for your community. Increases in service may be limited in communities that do not demonstrate progress in reducing excess I/I.

Two grant programs are currently available for communities with excessive I/I in their sanitary sewer systems: The Municipal Inflow and Infiltration Grant Program and the Private Property Inflow and Infiltration Grant Program. It is recommended that communities review these programs and determine if participation fits into their I/I work plan. The Municipal Inflow and Infiltration Grant Program is based on annual legislative action and funding amount and availability may vary year to year.

## **Areas Served by Local Wastewater Treatment System**

The requirements of this element do not apply because Lino Lakes does not have a local wastewater treatment system.

## **Areas Served by Private Communal Treatment Systems and/or Subsurface Sewage Treatment Systems**

The Met Council's position is that private communal wastewater treatment systems should only be permitted in areas not programmed for regional sewer service in the foreseeable future and they are provided for in a community's comprehensive plan. The community is responsible for permitting all private communal or cluster wastewater treatment systems consistent with current Minnesota Pollution Control Agency standards (Minnesota Rules Chapter 7080-7083). The Met Council will not provide financial support to assist communities if these systems fail.

Communities with individual subsurface sewage treatment systems (SSTS), commonly known as septic systems, must adopt a management program consistent with current Minnesota Pollution Control Agency regulations (Minnesota Rules Chapter 7080-7083). A description of the management plan and current SSTS ordinance must be included in the community's comprehensive sewer plan.

## Surface Water Management

The metro region consists of hundreds of miles of rivers, streams, thousands of acres of wetlands, and nearly a thousand lakes. These surface waters define our region. They are where we play, exercise, find peace, and celebrate with friends and family. They support the region's ecosystems and biodiversity. They provide drinking water for the region's residents and energy for industry. They are critical transportation corridors and places to recreate, fueling local economies. Yet these waters are threatened by complex issues like ongoing pollution stress, climate change, and unsustainable development pressures. Comprehensive community planning includes surface water planning to ensure the region's residents, businesses, and ecosystems can benefit from clean and abundant water.

In 1995, Minnesota Statutes Section 473.859, subd. 2 was amended to make the local water plan (often referred to as local surface water management plans) required by Section 103B.235 a part of the land use plan of the local comprehensive plan. Minnesota Rules Chapter 8410, updated in July of 2015, includes the requirements for local water management plans. All communities in the metro region must update their local water plan between Jan. 1, 2027 and Dec. 31, 2028. This means that Lino Lakes must update its local water plan as part of the comprehensive plan update. The community's updated local water plan should be submitted to the Met Council for its review concurrent with the review by the local watershed management organizations.

The Surface Water Features map shows the watershed management organizations, Rice Creek WD and Vadnais Lake Area WMO, that have jurisdiction in Lino Lakes.

Failure to have an updated local water plan approved by your watershed management organizations will result in the comprehensive plan being incomplete for review. Local water plans shall be submitted to the Met Council for review in the timeframe described above, comments are sent from the Met Council to the appropriate watersheds for inclusion in their review and approval of the plan, and finally the plan is approved by the appropriate watersheds.

Local water plans must meet the requirements for local water plans in Minnesota Statutes, section 103B.235 and Minnesota Rules Chapter 8410. In general, local water plans need to include a summary of the priorities and problems in the community; structural, nonstructural and programmatic actions to take to address the priorities and problems; and clearly identified funding mechanisms to fix the problems.

More detailed guidance for the local water plans can be found in Appendix A of the [2050 Water Policy Plan](#) and in the Met Council's current Local Planning Handbook.

## Priority Waters List

The Met Council updated its Priority Waters List (formerly Priority Lakes List) in July 2022. This new version includes rivers, lakes, and streams. With more than 950 lakes and hundreds of miles of rivers and streams in the region, waterbodies needed to be prioritized to adequately dedicate staff and financial resources. The Met Council uses the Priority Waters List to focus

its limited resources. The list is also used in the environmental review process. The Surface Water Features map and Priority Waters List table show the priority waters for Lino Lakes.

When using this Priority Waters List, for projects near a specific waterbody, we recommend you connect with local residents to understand how they value and interact with the waterbody. The Twin Cities region is home to many diverse communities with different cultural and personal relationships to water, so it's important to incorporate those perspectives in addition to the Priority Waters List when working on local-scale projects. Communities should identify the Priority Waters and the projects and/or programs that will protect or restore these waters.

The Water Contamination and Impaired Waters map includes any water bodies that are on the Minnesota Pollution Control Agency's 303d Impaired Waters List.

*Table of Priority Waters for City of Lino Lakes*

Waterbody Type	Name	DNR Lake ID	DNR Kittle Number
Lake	Amelia	02001400	---
Lake	Bald Eagle	62000200	---
Lake	Baldwin	02001300	---
Lake	Centerville	02000600	---
Lake	George Watch	02000500	---
Lake	Marshan	02000700	---
Lake	Otter	02000300	---
Lake	Peltier	02000400	---
Lake	Rice	02000800	---
Lake	Rondeau	02001500	---
River/stream	Rice Creek	---	M-059

## Water Supply

Water supply is not a regional system. However, water supply information is required for local comprehensive plan updates to meet statutory requirements and for consistency with regional policy.

To ensure that there is a safe and plentiful supply of water—for a wide range of residential, commercial, institutional, industrial, recreational, and other purposes—it is important to make sure local water supply sources, infrastructure, and planned investments are aligned with planned land use changes.

The Met Council recognizes the local responsibility and authority for water supply planning. However, a regional perspective is also valuable, because the effects of local water supply decisions do not stop at community boundaries. The Met Council provides regional planning, guidance, and resources to support communities and help safeguard our shared water resources.

Water supply plan-related requirements generally include:

- Clearly identifying the locations of water sources and amount of water that is currently used and is planned to be used for things like agriculture, homes, businesses,

industries, and other public and private purposes. This includes areas that affect those water sources, such as source water protection areas.

- Creating a program for how to implement local rules and regulations about water supply, including when and how these rules will be developed, adopted, and administered.

Communities served by a municipal community public water supply system must fulfill part of these requirements by attaching a local water supply plan approved by the Minnesota Department of Natural Resources as an appendix to the comprehensive plan.

The Water Supply Considerations map illustrates some key content for your community, including Drinking Water Supply Management Areas, Special Well and Boring Construction Areas, and Priority Waters qualifying as drinking water sources.

We strongly encourage you to include any required information that isn't in the local water supply plan—such as source water protection and privately-owned wells—in a water chapter of your comprehensive plan.

A customized checklist of minimum requirements for your community is included in the Local Planning Handbook, along with resources to help you meet and go beyond minimum requirements.

## **Source Water Protection**

Your comprehensive plan should consider water use (including water supply sources) as part of land use planning, to promote land use practices and development decisions that protect public health for your community and the region. Include information about the location of both groundwater and surface water source water protection areas and their vulnerability for all community public drinking water source(s) within your community's borders and associated contaminant threats. Also include a commitment to collaborate with neighbors on source water protection, when applicable.

## **Privately-Owned Wells and Nonmunicipal Public Water Supply Systems**

Your comprehensive plan should include information about the current and planned use and management strategies for privately-owned wells and nonmunicipal public water supply systems, because people, institutions, and businesses in your community use those sources for a wide range of agricultural, residential, commercial, industrial and/or other nonmunicipal purposes.

If a new municipal community public water supply system is planned by 2050, a water chapter of the updated comprehensive plan should include details about the planned system.

## **Municipal Community Public Water Supply Systems**

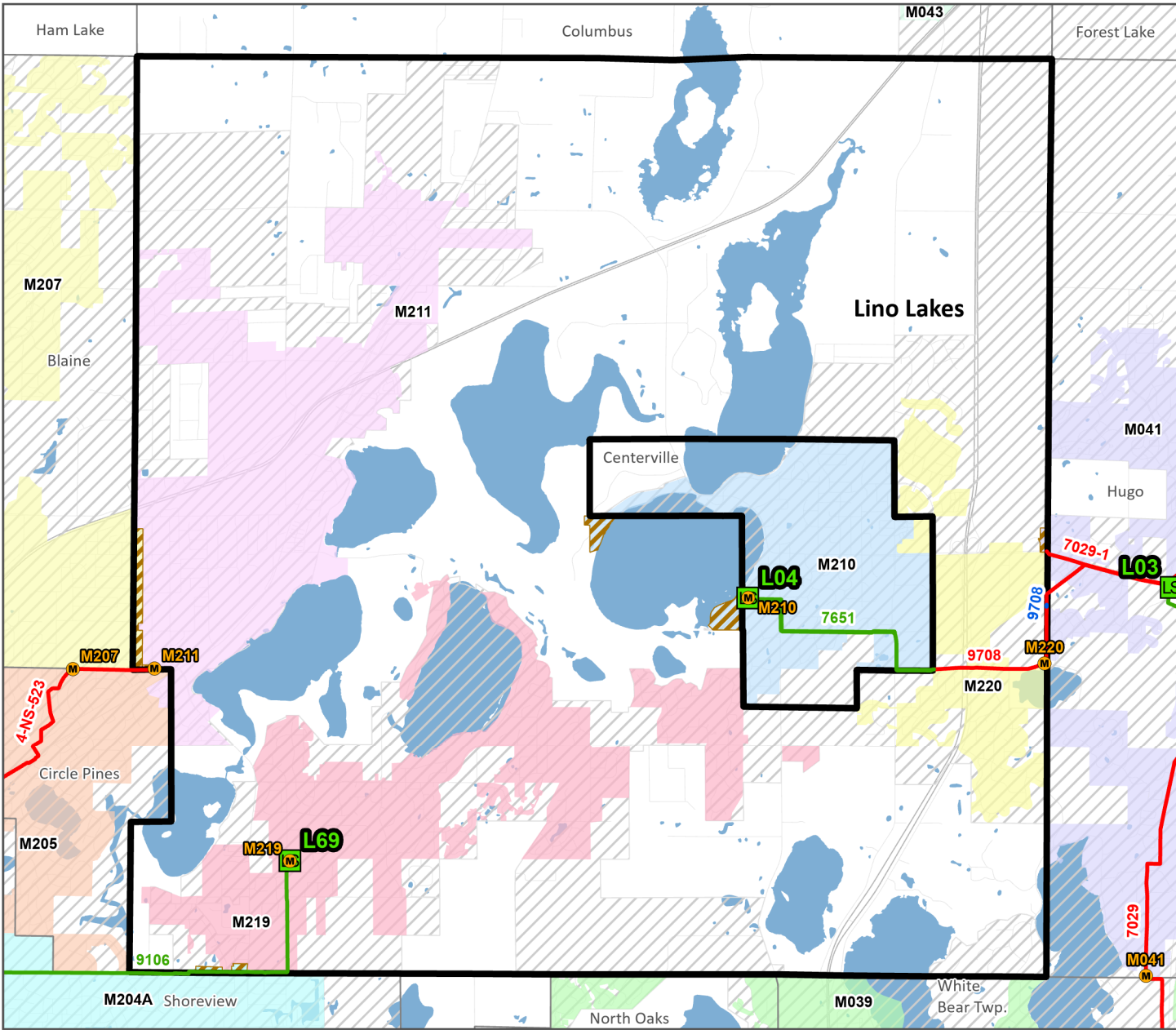
### **Water Supply System Information**

Because people, institutions, and businesses in your community get water through a municipal community public water supply system, you must include information about that system and an implementation program in your comprehensive plans, to demonstrate the availability of clean,

safe drinking water to meet projected water demand consistent with the Met Council's forecasts.

The Minnesota Department of Natural Resources (DNR)-approved local water supply plan for the municipal public water supplier providing service to your community must be attached as an appendix to the comprehensive plan. To ensure that the DNR-approved local water supply plan is consistent with regional policies and is compatible with adjacent and affected governmental units, you should provide the Met Council and adjacent and affected jurisdictions with the opportunity to review and comment on your draft local water supply plan update. Failure to include an updated local water supply plan approved by the DNR will result in the comprehensive plan being incomplete for review until the required plan is submitted to the Met Council.

# City of Lino Lakes Regional Sanitary Sewer System



Meters
 Lift Station

**Regional Sewer**  
 Gravity  
 Forcemain  
 Siphon

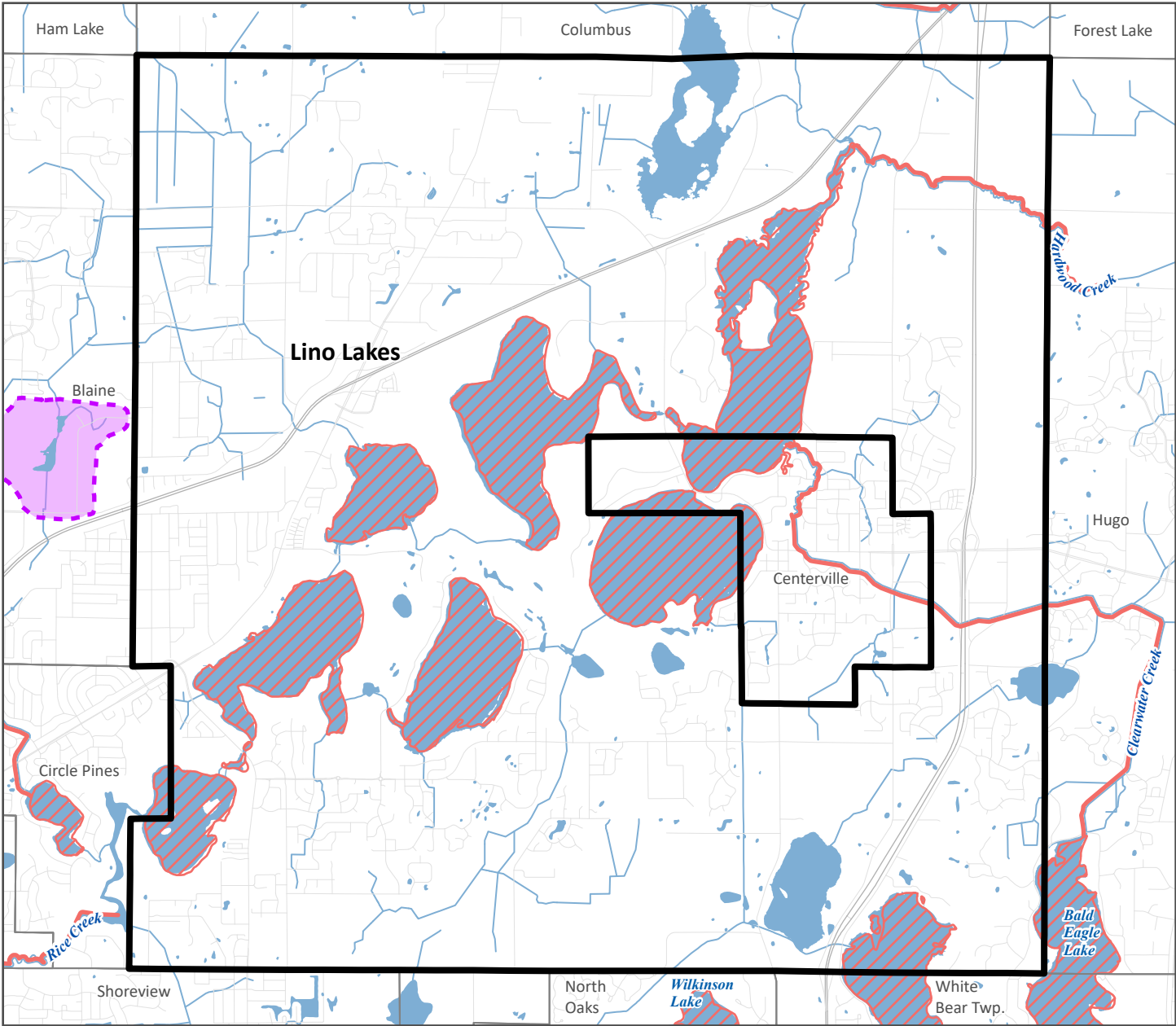
Areas of Unmetered Flow from the Community  
 2050 MUSA

**Sewer Service Areas**  

To Meter M###	Not Served
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# City of Lino Lakes

## Water Contamination and Impaired Waters



### Minnesota Groundwater Contamination Atlas

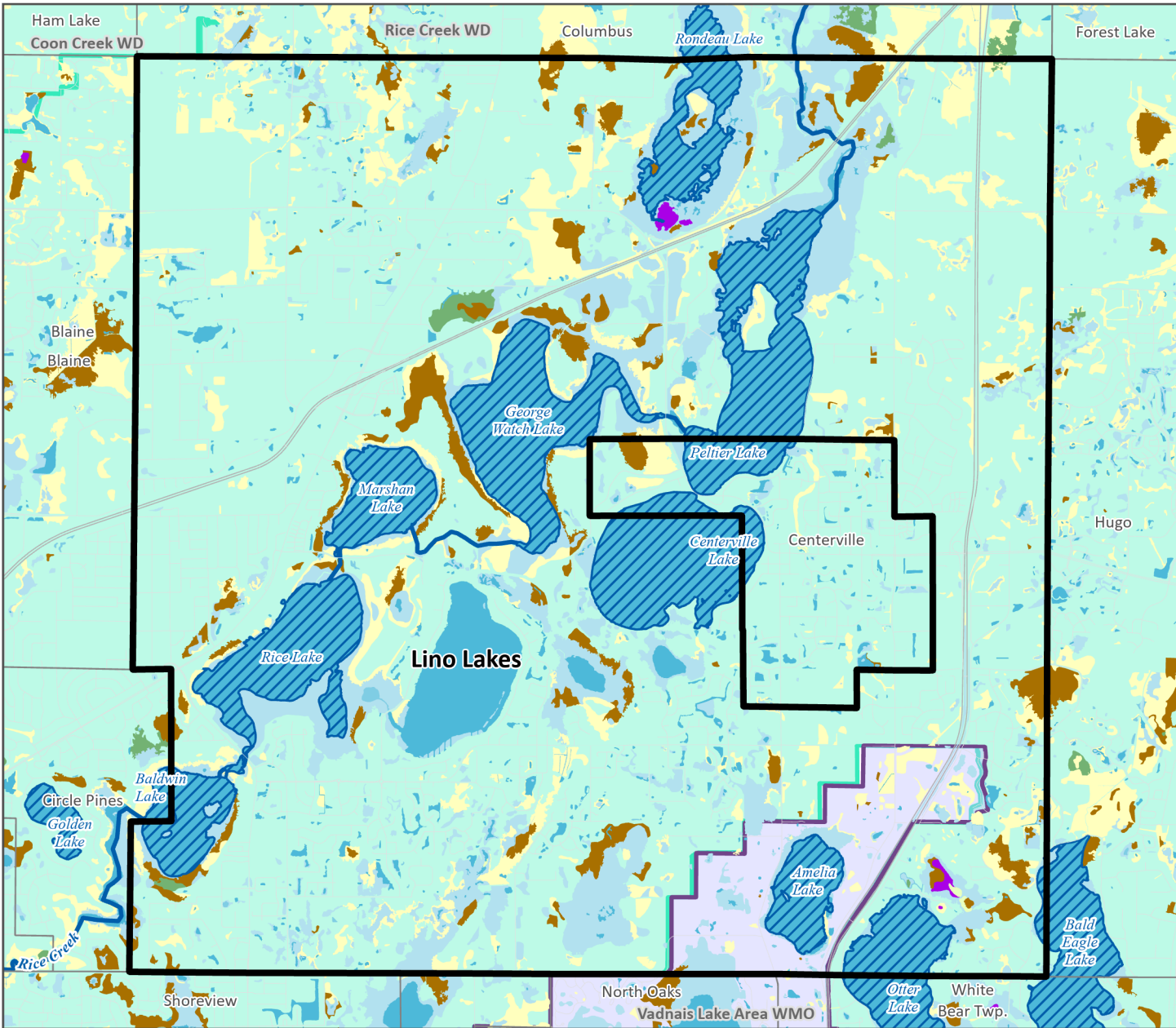
- High Confidence Boundary
- Low Confidence Boundary
- Groundwater area of concern \*

### Minnesota's 2024 Impaired Waters List

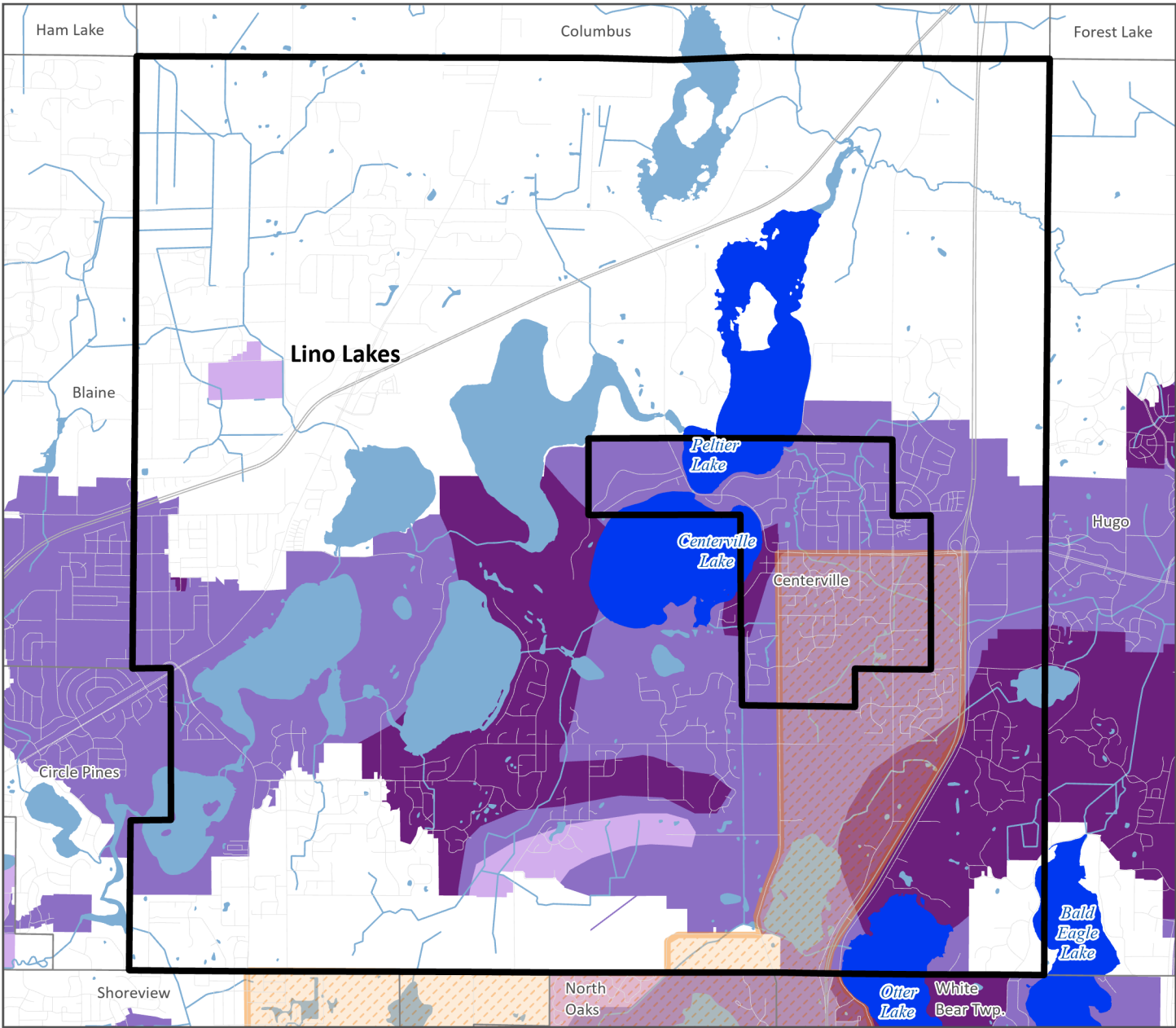
- Impaired Rivers or Streams
- Impaired Lake

\* darker shades of purple represent multiple overlapping areas of concern

# City of Lino Lakes Surface Water Features



# City of Lino Lakes Water Supply Considerations



**Drinking Water Supply Management Areas for Groundwater (DWSMA)**

- High Vulnerability
- Moderate Vulnerability
- Low Vulnerability

**Drinking Water Supply Management Areas for Surface Water (DWSMA)**

- Surface Water DWSMA Priority Area A
- Special Well and Boring Construction Area
- Priority river or stream qualifying as a drinking water source
- Priority lake qualifying as a drinking water source

# REGIONAL PARKS AND TRAILS SYSTEM STATEMENT CITY OF LINO LAKES

## Overview of the Regional Parks and Trails System

The Regional Parks and Trails System includes 66 regional parks, park reserves, and special features, plus more than 487 miles of regional trails that showcase the unique landscapes of the region and provide year-round recreation. The Regional Parks and Trails System is well-loved by our region's residents and attracted over 69 million visits in 2023.

The organizational structure of the Regional Parks and Trails System is unique, built upon a strong partnership between the Met Council and the ten regional park implementing agencies that own and operate Regional Parks and Trails System units. The regional park implementing agencies are:

Anoka County	Ramsey County
City of Bloomington	City of Saint Paul
Carver County	Scott County
Dakota County	Three Rivers Park District
Minneapolis Park and Recreation Board	Washington County

The 2050 Regional Parks and Trails Policy Plan advances the Imagine 2050 regional goals and core values including Equity, Leadership, Accountability, and Stewardship by striving to:

- **Foster equity and belonging:** Connect people with nature, community, and cultural landscapes to better support their physical, mental, and emotional well-being
- **Take care of what we have:** Reinvest in existing regional parks and trails to maintain and enhance visitor experiences
- **Protect and restore:** Protect and restore natural systems to safeguard the well-being of all living things
- **Adapt and mitigate:** Increase the region's resilience to climate change through land stewardship practices that mitigate greenhouse gases and adapt to future climates
- **Meet future needs:** Meet the growing demand for regional parks and trails through strategic and timely land acquisition and development.

## Key Concepts in the 2050 Regional Parks and Trails Policy Plan

The 2050 Regional Parks and Trails Policy Plan includes the following policies, each with specific associated strategies:

- **System Plan policy:** Maintain a robust and current set of data, maps, plans, processes, and applications to support regional parks and trails planning.

- **Natural Systems policy:** Identify lands with high-quality natural features and/or with high restoration potential that are desirable for Regional Parks and Trails System activities and put these lands in a protected status so they will be available for recreational uses and preservation purposes in perpetuity.
- **Climate Resilience policy:** Adapt and enhance the Regional Parks and Trails System to promote resilience to climate change, including the mitigation of greenhouse gas emissions.
- **Planning policy:** Promote long-range planning and help provide integrated resource planning across jurisdictions in order to create a seamless system that connects everyone to the outdoors.
- **System Protection policy:** Protect public investments in acquisition and development by assuring that every component in the system is able to fully carry out its designated role.
- **Recreation, Facilities, and Programming policy:** Foster a sense of belonging by providing a wide spectrum of leisure and play opportunities while connecting people, places, and the natural world.
- **Finance policy:** The Met Council administers, provides financial oversight, and collaborates with a range of partners to fund the ten regional park implementing agencies in support of the Regional Parks and Trails System.

The 2050 Regional Parks and Trails Policy Plan is the metropolitan system plan for regional recreation open space with which local comprehensive plans must conform. This system statement highlights the elements of the system plan which apply specifically to your community. Find the complete text of the 2050 Regional Parks and Trails Policy Plan at the following url:

<https://imagine2050.metrocouncil.org/chapters/regional-parks-and-trails>.

## Key Changes in the 2050 Regional Parks and Trails Policy Plan

Adopted by the Met Council in February 2025, the 2050 Regional Parks and Trails Policy Plan incorporates the following changes:

- Unit name changes
  - Anoka County
    - “Northwest Search Area” changed to “Sugar Hills Search Area”
  - Dakota County
    - “Lebanon Hills-Big Rivers Greenway Trail Search Corridor” changed to “Lebanon Hills-Minnesota River Greenway Trail Search Corridor”
    - “Lebanon Hills-Mendota Greenway Regional Trail, Highway 62 segment” changed to “Lebanon Hills Greenway Regional Trail”
  - Scott County
    - “Scott West Regional Trail” changed to “Big Woods Regional Trail”
    - “Minnesota River Bluffs Extension and Scott County Connection Regional Trail” changed to “Merriam Junction Regional Trail”
    - “Louisville Trail Search Corridor” changed to “Merriam Junction Regional Trail”
    - Portion of “Southern Scott Trail Search Corridor” changed to “Shallow Waters Regional Trail”

- Trail refinements
  - Three Rivers Park District's Dakota Rail Regional Trail Search Corridor Extension moving the trail terminus from Highway 494 to Minnetonka City Hall
  - Three Rivers Park District is transferring a portion of the Lake Minnetonka Regional Trail to Carver County
- Future 2028/2029 system additions process candidates
  - Ramsey County's Rice Creek North Regional Trail Boundary Adjustment adding 2,407 acres to the current 792 acres at the former Twin Cities Army Ammunition Plant
  - Three Rivers Park District's 5.5-mile West Minnehaha Creek Trail Corridor Study Area
  - Dakota County's 58-acre Thompson County Park Study Area in West St. Paul serving the outdoor recreational needs of the more than 50,000 residents who live in the northern portion of Dakota County

The 2050 Regional Parks and Trails System Plan Map is depicted in Figure 1. Lino Lakes should consult the complete 2050 Regional Parks and Trails Policy Plan in preparing its local comprehensive plan. In addition, Lino Lakes should consult Imagine 2050 and the current version of the Met Council's Local Planning Handbook for specific comprehensive plan requirements.

## 2050 Regional Parks and Trails System Units

The Regional Parks and Trails System comprises four main types of units: regional parks, park reserves, special features and regional trails.

- **Regional parks** contain a diversity of natural features, either naturally occurring or restored, and are typically 200-500 acres in size. Regional parks accommodate a variety of outdoor recreation activities. In 2024, a total of 46 regional parks are open to the public.
- **Park reserves**, like regional parks, provide for a diversity of outdoor recreation activities. One major distinguishing feature is that the minimum size for a park reserve is 1,000 acres. Additionally, regional park implementing agencies are required to manage at least 80% of the park reserve as natural lands that protect the ecological functions of the native landscape. As of 2024, a total of 12 park reserves were open to the public.
- **Special features** provide opportunities not generally found in the regional parks, park reserves, or trail corridors. Special features often require a unique managing or programming effort. As of 2024, there are eight special features open to the public.
- **Regional trails:** The Met Council has defined two major types of trails to serve the region: destination or greenway trails and linking trails. Destination or greenway trails typically follow along corridors with high-quality natural features that make the trail itself a destination. Linking trails are predominately intended to provide connections between various Regional Parks and Trails System units. As of 2024, 56 regional trails totaling approximately 487 miles were open for public use.

## 2050 Regional Parks and Trails System Components

The 2050 Regional Parks and Trails Policy Plan identifies five components which together comprise the vision for the Regional Parks and Trails System in 2050, as described below.

- **Existing Regional Parks and Trails System facilities** are open for public use and include land that is owned by regional park implementing agencies. They may include inholding parcels within the boundaries of these parks and trail corridors that have not yet been acquired. Existing regional trails may include planned segments that will be developed in the future.
- **Planned Regional Parks and Trails System facilities (not yet open to the public)** have a Council-approved long-range plan and may be in stages of acquisition and development but are not yet open for public use.
- **Regional Parks and Trails System boundary adjustments** include general areas identified as potential additions to existing Regional Parks and Trails System facilities to add recreational opportunities or protect natural resources. Specific adjustments to park or trail corridor boundaries have not yet been planned.
- **Regional Park and Special Feature search areas** include general areas for future regional parks and special features to meet the recreational needs of the region by 2050 where the regional park boundary has not yet been planned.
- **Regional trail search corridors** include proposed regional trails to provide connections between Regional Parks and Trails System facilities where the trail alignment has not yet been planned.

## System Plan Considerations Affecting Your Community

The following Regional Parks and Trails System Components within Lino Lakes are identified in the 2050 Regional Parks and Trails Policy Plan:

### *Regional Parks, Park Reserves, and Special Features*

- **Rice Creek Chain of Lakes Park Reserve:** This is an existing regional park reserve with an established boundary. Rice Creek Chain of Lakes Park Reserve, at nearly 5,500 acres, is located in the cities of Columbus, Lino Lakes, and Centerville. It includes significant native wildlife habitat, archeological sites, and family-friendly amenities such as a playground and a beach on Centerville Lake. The regional park boundary as shown in Figure 2 should be acknowledged in the comprehensive plan.

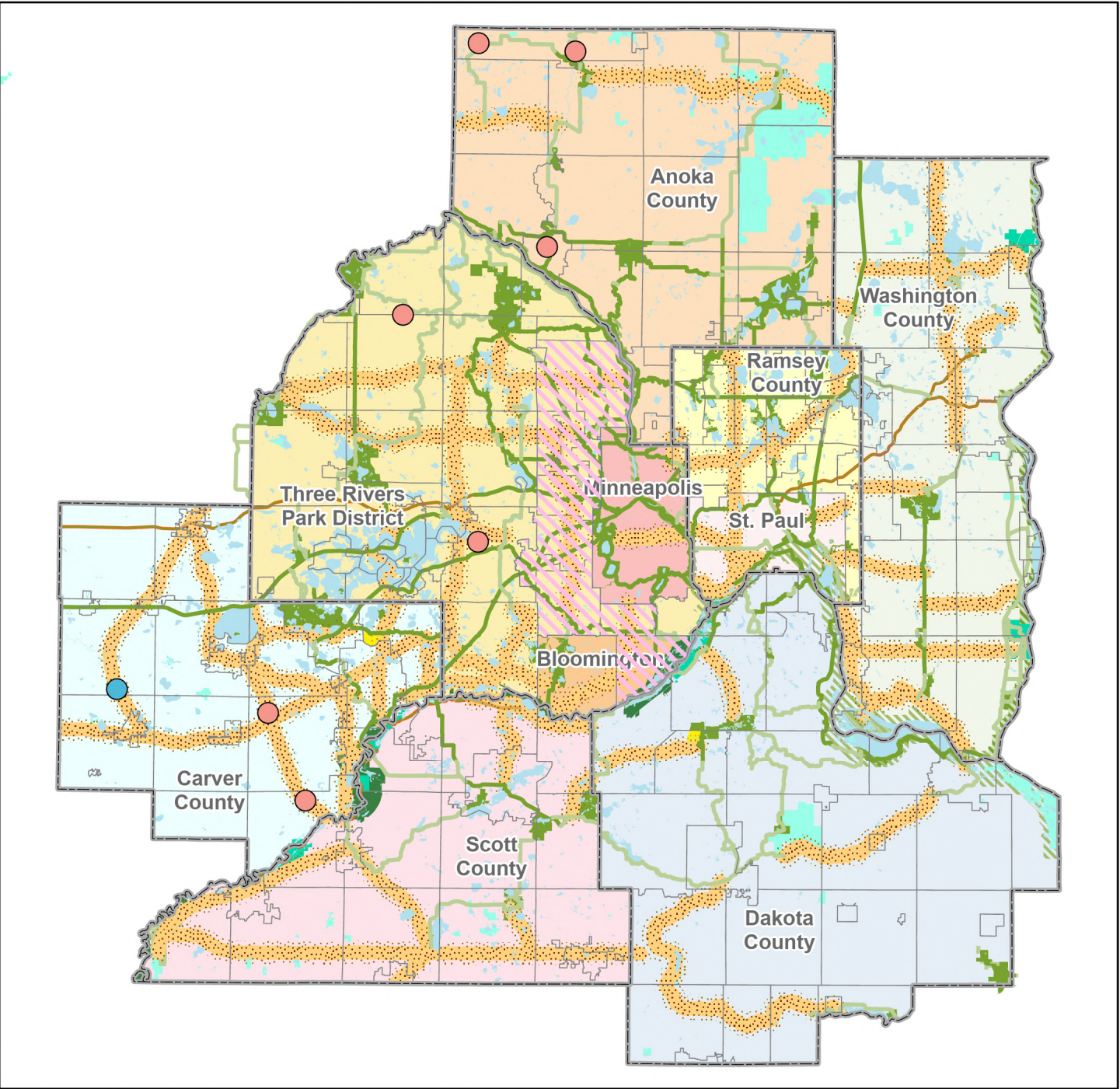
### *Regional Trails*

- **Bunker Hills-Chain of Lakes Regional Trail:** This is a regional trail that includes segments that are open to the public as well as planned segments that will be developed in the future. The regional trail travels through Blaine, Lino Lakes, and Centerville as it connects Bunker Hills Regional Park, Rice Creek North Regional Trail, Rice Creek Chain of Lakes Park Reserve, and Central Anoka Regional Trail. The regional trail alignment as shown in Figure 2 should be acknowledged in the comprehensive plan.
- **Central Anoka Regional Trail:** This is a regional trail that includes segments that are open to the public as well as planned segments that will be developed in the future. The regional trail travels through Ramsey, Anoka, Andover, Ham Lake, Blaine, Lino Lakes, and Centerville as it connects Mississippi West Regional Park, Rum River Regional Trail, Bunker Hills Regional Park, East Anoka County Regional Trail and Rice Creek Chain of Lakes Park Reserve. The regional trail alignment as shown in Figure 2 should be acknowledged in the comprehensive plan.

- **Chain of Lakes-Otter Lake Regional Trail:** This is a regional trail that includes segments that are open to the public as well as planned segments that will be developed in the future. The regional trail travels through Centerville and Lino Lakes as it connects Rice Creek Chain of Lakes Park Reserve and Bald Eagle-Otter Lake Regional Park in White Bear Township. The regional trail alignment as shown in Figure 2 should be acknowledged in the comprehensive plan.
- **Rice Creek North Regional Trail:** This is a regional trail that includes segments that are open to the public as well as planned segments that will be developed in the future. The regional trail travels through New Brighton, Arden Hills, Shoreview, Circle Pines, and Lino Lakes as it connects Long Lake Regional Park, Rice Creek West Regional Trail, Highway 96 Regional Trail, Lexington Parkway Regional Trail Search Corridor, Rice Creek Chain of Lakes Park Reserve, and East Anoka County Regional Trail. The regional trail alignment as shown in Figure 2 should be acknowledged in the comprehensive plan.

Please contact Anoka County for more information regarding Regional Parks and Trails System Components in Lino Lakes.

# Regional Parks and Trails System



## Long-Range Plan Boundary Adjustments and Search Areas

- Boundary Adjustment

Park Search Area

Special Feature Search Area

Regional Trail Search Corridor

Regional Trail (Open to the Public)

Planned Regional Trail (Not Open to the Public)

State Trails
- Regional Park (Open to the Public)

Planned Regional Park (Not Open to the Public)

Lower St. Croix National Scenic Riverway

Mississippi National River & Recreation Area

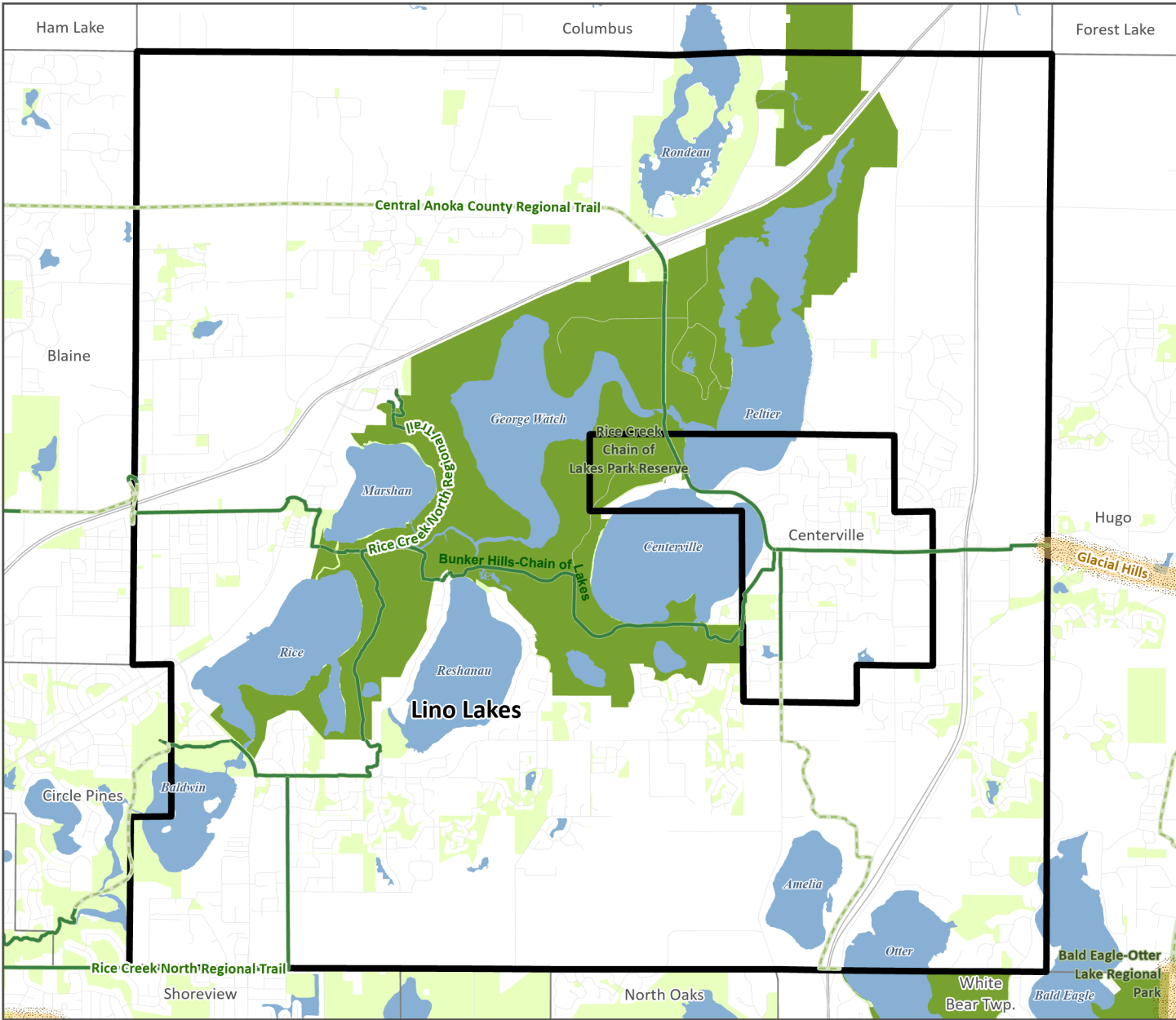
State Wildlife Management Areas

State Parks and Recreation Areas

MN Valley National Wildlife Refuge

Special State Recreation Features

# City of Lino Lakes Regional Parks and Trails System



## Regional Parks and Trails Systems

## Other State and National Features

- |   |  |  |   |
|---|--|--|---|
| <ul style="list-style-type: none"> <li>Boundary Adjustment</li> <li>Search Area</li> <li>Special Feature Search Area</li> <li>Regional Trail Search Corridor</li> </ul> | <ul style="list-style-type: none"> <li>Regional Trail (Open to the Public)</li> <li>Planned Regional Trail (Not Open to the Public)</li> <li>Regional Park (Open to the Public)</li> <li>Planned Regional Park (Not Open to the Public)</li> </ul> | <ul style="list-style-type: none"> <li>State Trails</li> <li>State Parks and Recreation Areas</li> <li>State Wildlife Management Areas</li> <li>Special State Recreation Features</li> </ul> | <ul style="list-style-type: none"> <li>Other Parks, Preserves, Refuges and Natural Areas</li> <li>Lower St. Croix National Scenic Riverway</li> <li>Mississippi National River &amp; Recreation Area</li> <li>MN Valley National Wildlife Refuge</li> </ul> |
|---|--|--|---|

**CITY COUNCIL  
STAFF REPORT  
AGENDA ITEM 8.**

**STAFF ORIGINATOR:** Roberta Colotti, City Clerk

**MEETING DATE** November 3, 2025

**AGENDA ITEM:** 2026 Fee Schedule

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**INTRODUCTION**

The City Council annually reviews the fee schedule.

**BACKGROUND**

A public hearing and first review of the fee schedule was held on October 27, 2025. At that time, staff was directed to research certain fees further prior to finalizing the 2026 fee chart. Staff has had an opportunity to research the filing fee amount, and it is requested that the City Council provide direction regarding the proposed fee.

**REQUESTED COUNCIL DIRECTION**

Council direction regarding the 2026 fees to be included in the fee schedule for presentation on November 10, 2025.

**ATTACHMENTS**

None



# LINO LAKES STRATEGIC PLAN

SEPTEMBER 2025

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# STRATEGIC PLAN

## PROCESS

On July 9 and August 6, 2025, the Lino Lakes City Council and Staff Leadership Team held work sessions to develop both long-term strategies and short-term goals for the organization in 2025. The sessions focused on three key areas of strategic planning: long-term vision, organizational purpose, and short-term goal setting. The group explored the elements of the long-term vision, crafting strategy statements to define that vision. They then assessed the current state of the City and organization to create a list of goals for both the Council and staff, aligning with that vision. Through discussions, participants reflected on strengths, weaknesses, potential impacts, and emerging opportunities. The group also developed a mission statement to articulate and clarify the organization's primary purpose and commitment to the community. The City Council will now review the outcomes of these sessions as part of adopting the 2025 Strategic Plan.

## LONG TERM VISION

One of the primary outcomes of the Strategic Planning process is the development of a long-term vision. The vision is a description of the future the participants see for the community and the organization, often expressed in aspirational terms. The purpose of the vision is to establish a long-term direction that can be communicated both within the community and the organization, providing all stakeholders with an understanding of the leadership's direction. The vision is communicated through a series of descriptive and detailed organizational strategy statements, labeled core strategies. These statements can be both the embodiment of the areas the organization values and the direction of its leadership. Accomplishing progress on the core strategies will bring the organization closer to achieving its vision and provide the areas in which more manageable, short-term goals can be derived.

Prior to the session, participants were asked to consider the characteristics and qualities they hoped would describe Lino Lakes and the organization in 2050. Participants individually shared their thoughts in writing in advance. The comments and input were collected and shared anonymously with the group in the first exercise of the session. The participants were given the opportunity to discuss the results of the pre-session work, identifying areas of consensus, emphasis, and importance to the long-term vision of the City and organization.

The participants then reviewed a draft of core strategies areas based on the input from this activity. The core strategies are action statements that identify the organization and City's long-term key areas of focus. The group refined the strategy areas before breaking into small groups to work constructively on developing strategic objectives that support each core strategy area. The strategies provide consistent and stable organizational priorities for the years to come, and serve as organizational guideposts for day-to-day action, policy formation, and program decision-making. It is anticipated that the core strategies may be modified over the long-term, but generally all agreed as to the key priorities of the leadership team.

The core strategies are supported in this plan by strategic objectives. These objectives provide more specific action areas that the City's leadership team believes are integral to achieving success with the

core strategies. Each objective addresses an internal or external area of action or improvement. The strategic objectives, combined with the core strategies, provide direction for all areas of leadership. Following the presentation of draft core strategies and strategic objectives, the full group reviewed and discussed the body of work and modified the proposed statements of the Leadership Team's vision. Without objection and subject to further modification prior to adoption, the group agreed to the following draft core strategies and strategic objectives:

### **Core Strategies and Strategic Objectives**

The City of Lino Lakes is committed to leading and guiding the City towards the following long-term Core Strategies and Strategic Objectives:

#### **Core Strategy 1: Be an Employer of Choice**

- Support employee development.
- Strengthen recruitment and retention.
- Recognize and reward excellence.
- Promote wellness.

#### **Core Strategy 2: Building the Future: Innovation in Infrastructure and Technology**

- Invest in technology to improve operations
- Enhance customer experience
- Modernize and maintain infrastructure
- Utilize technology to enhance engagement

#### **Core Strategy 3: Responsive Governance and Strategic Leadership**

- Make decisions guided by community health and long-term benefit.
- Alignment between Council, Staff, and Commissions.
- Be proactive and transparent.
- Adapt to evolving community needs.

#### **Core Strategy 4: Public Safety and Community Well-Being**

- Expand and evolve public safety services.
- Promote collaborative community safety.
- Integrate health and wellness into services.
- Develop and communicate community brand identity.

#### **Core Strategy 5: Smart, Balanced Growth and Development**

- Advances shared planning goals.
- Promote quality, sustainable development.
- Refine vision and develop Town Center.
- Educate and engage the public around development topics.

### **Core Strategy 6: Economic Vitality and Tax Base Expansion**

- Recognize interdependence of housing, commercial, and industrial sectors.
- Expand shovel-ready development.
- Create unique destinations and districts.
- Support long-term economic resilience.

### **Core Strategy 7: Community Amenities and Recreation**

- Maintain and expand parks, trails, and recreational spaces.
- Align funding with recreation goals.
- Develop and implement strategic plans for key facilities.
- Invest resources to match goals and needs.

### **Core Strategy 8: Environmental Stewardship and Natural Character**

- Lead in environmental sustainability.
- Design nature-connected, walkable neighborhoods.
- Preserve open space and natural beauty.
- Balance growth with environmental values.

## **ORGANIZATIONAL PURPOSE**

As part of the strategic leadership process, the group engaged in a pre-session activity to identify the values that should guide the organization's mission. This exercise helped clarify the foundational principles that define how the City operates and serves its community. The mission statement serves as a concise expression of the City's organizational purpose, explaining why it exists and what it strives to achieve on behalf of its residents and stakeholders.

Through group feedback, several key themes emerged as central to the City's identity and aspirations: being visionary, efficient, professional, responsive, trusted, and continuously improving. These values reflect both the internal culture the organization aims to foster and the external service standards it is committed to upholding.

To further support the development of a meaningful mission statement, the group reviewed a set of sample statements prepared by the facilitator. Each example was based on the values identified by participants. After discussion and reflection, the group selected one of the examples that best captured the organization's purpose and direction.

A clearly defined mission and a shared set of values are essential tools for leadership and alignment. They provide organizational clarity for elected officials, staff, and partners, offering a consistent framework for decision-making, service delivery, and long-term planning. Just as importantly, they express the City's commitment to its community, ensuring that every action taken by the organization reflects its promise to lead with integrity and serve with purpose.

### **Recommended Mission Statement**

**To lead with vision, delivering efficient and responsive public services that strengthen community trust, support organizational excellence, and anticipate the needs of our growing city.**

## **ENVIRONMENTAL ASSESSMENT**

In preparation for the second session of the Strategic Leadership process, participants completed a pre-session environmental scan through an online questionnaire. This tool invited elected officials and staff leaders to reflect on and share their perspectives on the City of Lino Lakes by identifying key strengths, challenges, opportunities, and threats facing the organization and community. The intent of the scan was to inform short-term goal setting by grounding the discussion in current realities and emerging trends, as understood by those closest to the City's operations.

The aggregated responses were reviewed and shared during the second session, creating a foundation for additional discussion and strategic reflection. This process helped ensure that organizational goals are developed with a clear understanding of internal capabilities, external pressures, and areas of both concern and potential.

### **What areas are going well? What areas does the City/Organization have momentum that can be built upon?**

Participants highlighted a number of organizational and community strengths, including a positive workplace culture, strong interdepartmental collaboration, and dedicated leadership across Council and staff. The City was recognized for its effective hiring practices, investment in staff development, and strong financial base. Infrastructure improvements and progress on long-standing projects like the public works facility were also noted as momentum-building efforts. The City's reputation as a responsive and supportive employer, along with visible growth and development potential, were seen as clear assets.

### **What are current challenges to the City and/or Organization's success? What things are holding the City back?**

Key challenges identified include a tendency toward reactive decision-making, staffing shortages, and a need for clearer long-term strategic direction. Participants pointed to community fragmentation, limited public engagement tools, and pressure from rising expectations as barriers to progress. Concerns were also raised about aging infrastructure, constrained resources, and the tension between growth and preserving community identity. Several respondents noted the difficulty of sustaining service delivery under current staffing levels and budget limitations, along with rising operational costs that are straining the budget due to public safety model. Lastly, the lack of commitment to planning and implementation for the Rookery, Tower Park, and Town Center are holding the City back.

### **What trends or opportunities to you see coming that could benefit the City as it tries to move towards its Vision/Core Strategies?**

The scan revealed a range of opportunities for the City to leverage in the coming years. These included continued residential and commercial growth, technology integration to enhance services, and a shift

toward a more collaborative and innovative organizational culture. Respondents saw value in developing a distinct city identity and brand, expanding resident engagement, and capitalizing on available land and infrastructure for smart development. The group also pointed to emerging revenue sources, workforce transitions, and improved strategic communication as ways to build momentum and meet evolving community needs.

**What threats or trends do you see coming that could provide a new challenge or obstacle for the City as it tries to move towards its Vision/Core Strategies?**

Participants identified a number of potential threats to the City's long-term success, including staff burnout, competitive labor market pressures, and legal or regulatory constraints such as water use restrictions. Broader trends like rising housing costs, demographic shifts, and climate change were seen as potential disruptors. Concerns about transparency, anti-government sentiment, and a fragmented civic identity were also raised. These threats underscore the importance of proactive planning, investment in communication, and a commitment to organizational adaptability.

## SHORT-TERM GOALS

The third portion of the Strategic Planning process was to develop a short-term goals platform and workplan to guide the organization in the coming years. Participants were offered the opportunity to present draft goals that addressed any of the following objectives - short-term actions that lead to a core strategy or strategic objective, goals to address weaknesses, opportunities, or potential impacts discussed during the assessment process, or other goals that individual members viewed to be important for the City. The process encouraged the brainstorming of SMART goals - specific, measurable, attainable, relevant, and time-bound (2-3 years) - and objectives that would support the core strategies and vision.

Following the brainstorming process, a prioritization process was used to develop the following list of high priority and priority goals. Participants were given the ability to choose a limited number of brainstormed goals as their top priorities. As each participant's choices were collected, the draft goals were bunched into categories. The categories and prioritization followed these guidelines:

- High Priority Goals - goals that were identified by at least three members of the Mayor/City Council as top priority and also received support from City Staff.
- Opportunity Goals - goals that were identified as a top priority by at least one member of the City Council or a majority and received support from City Staff.

### **Proposed 2025 Short-Term Goals**

**High Priority** - goals that are the top priority of the organization in the coming two-year period.

- **Develop short-term options and long-term fire service model**
  - Suggested considerations include ambulance service and medical response times, potential collaboration, and financial/budget impacts of service model
- **Develop site plan and begin implementation of improvements at Tower Park.**
  - Suggested steps include surveying community, developing vision, exploring public/private partnerships, and considering referendum to fund.
- **Develop and adopt plan for long-term future of the Rookery, including potential expansion**

- Suggested steps include surveying community, exploring revenue options, and committing to a financial plan for future.
- **Explore and implement systems utilizing technology to improve public engagement and involvement**
- **Revisit Town Center master plan and initiate development**

**Opportunity** - goals that have organizational support, to be pursued when opportunity is available.

- **Explore utility billing options and implement improvements**
  - Suggested steps include exploring monthly billing, improving user interface, consideration of conservation, and seek user feedback.
- **Develop a City brand and invest in marketing**
- **Establish and implement a quarterly/annual strategic planning item**
- **Formalize mentorship and succession planning, adapting to workforce**
- **Maintain annual 5-year financial planning review, prioritizing projects**

## NEXT STEPS

Successful implementation of the Strategic Planning process depends on ongoing collaboration between the City Council and staff. The shared vision, values, and priorities identified through this process provide a strong foundation, but follow-through is essential. City staff will now begin developing detailed action plans and next steps aligned with the short-term goals and consistent with the Core Strategies. As this work moves forward, clear Council direction will be especially important on several major initiatives, including evaluating the future fire service model and establishing plans for the Rookery, Tower Park, and Town Center. These complex, high-impact efforts require both policy guidance and strategic alignment to ensure outcomes reflect community needs and long-term priorities.

It was a pleasure to work with your organization on this strategic planning process. I appreciate your concern for the community and commitment to each other. This strategic plan identifies the direction the City will head with your leadership, and the short-term steps that are necessary to move forward.

# City of Lino Lakes

2025 Strategic Plan

# 2025 Strategic Plan

- Develop a Long-Term Direction
- Establish Organizational Purpose
- Discussion and evaluation of current conditions
- Development of a Goals Plan





# 2025 Strategic Plan Long-Term Strategies

- **Core Strategy 1: Be an Employer of Choice**
  - Support employee development.
  - Strengthen recruitment and retention.
  - Recognize and reward excellence.
  - Promote wellness.

# 2025 Strategic Plan Long-Term Strategies

- **Core Strategy 2: Building the Future: Innovation in Infrastructure and Technology**
  - Invest in technology to improve operations
  - Enhance customer experience
  - Modernize and maintain infrastructure
  - Utilize technology to enhance engagement

# 2025 Strategic Plan Long-Term Strategies

- **Core Strategy 3:  
Responsive Governance  
and Strategic Leadership**
  - Make decisions guided by community health and long-term benefit.
  - Alignment between Council, Staff, and Commissions.
  - Be proactive and transparent.
  - Adapt to evolving community needs.

# 2025 Strategic Plan Long-Term Strategies

- **Core Strategy 4: Public Safety and Community Well-Being**
  - Expand and evolve public safety services.
  - Promote collaborative community safety.
  - Integrate health and wellness into services.
  - Develop and communicate community brand identity.

# 2025 Strategic Plan Long-Term Strategies

- **Core Strategy 5: Smart, Balanced Growth and Development**
  - Advances shared planning goals.
  - Promote quality, sustainable development.
  - Refine vision and develop Town Center.
  - Educate and engage the public around development topics.

# 2025 Strategic Plan Long-Term Strategies

- **Core Strategy 6:  
Economic Vitality and Tax  
Base Expansion**
  - Recognize interdependence of housing, commercial, and industrial sectors.
  - Expand shovel-ready development.
  - Create unique destinations and districts.
  - Support long-term economic resilience.

# 2025 Strategic Plan Long-Term Strategies

- **Core Strategy 7:  
Community Amenities  
and Recreation**
  - Maintain and expand parks, trails, and recreational spaces.
  - Align funding with recreation goals.
  - Develop and implement strategic plans for key facilities.
  - Invest resources to match goals and needs.

# 2025 Strategic Plan Long-Term Strategies

- **Core Strategy 8:  
Environmental  
Stewardship and Natural  
Character**
  - Lead in environmental sustainability.
  - Design nature-connected, walkable neighborhoods.
  - Preserve open space and natural beauty.
  - Balance growth with environmental values.

# 2025 Strategic Plan

## Mission Statement

**To lead with vision,  
delivering efficient and  
responsive public  
services that strengthen  
community trust,  
support organizational  
excellence, and  
anticipate the needs of  
our growing city.**

# 2025 Strategic Plan

## Short-Term Goals High Priority

- Develop short-term options and long-term fire service model
- Develop site plan and begin implementation of improvements at Tower Park.
- Develop and adopt plan for long-term future of the Rookery, including potential expansion
- Explore and implement systems utilizing technology to improve public engagement and involvement
- Revisit Town Center master plan and initiate development

# 2025 Strategic Plan

## Short-Term Goals Opportunity

- Explore utility billing options and implement improvements
- Develop a City brand and invest in marketing
- Establish and implement a quarterly/annual strategic planning item
- Formalize mentorship and succession planning, adapting to workforce
- Maintain annual 5-year financial planning review, prioritizing projects

# Strategic Plan Implementation

- Linking Long-Term Direction to Short-Term Goals
- Assignment of Short-Term Goals to Leadership Team
- Development of Action Plans - measurables, action steps, resource needs
- Quarterly progress updates to Council
- Decision points
- Community Survey alignment with long-term direction and short-term goals