

**City of Lino Lakes  
Environmental Board Meeting  
May 28, 2014  
6:30 p.m.**

**AGENDA**

1. Call to Order
2. Approval of Minutes
  - March 26, 2014
  - April 23, 2014
3. Approval of Agenda
4. Open Mike
5. Action Items (No Action Items)
  - A. PUBLIC HEARING for Stormwater Pollution Prevention Plan for the City of Lino Lakes and the Minnesota Correctional Facility in Lino Lakes.
  - B. Isabelle Estates, Rezoning, Preliminary Plat and Variance Request
6. Discussion/Information Items
  - A. Review of Environmental Regulatory Laws, Rules, Regulations. Mike Grochala.
  - A. Earth Day Display/Activities, April 26
  - B. Annual Recycling Day, May 3rd
  - C. Heron Rookery Updates
  - D. Community Gardens
7. Adjourn

**CITY OF LINO LAKES  
ENVIRONMENTAL BOARD MINUTES**

<b>DATE</b>	<b>: March 26, 2014</b>
<b>TIME STARTED</b>	<b>: 6:33 P.M.</b>
<b>TIME ENDED</b>	<b>: 7:55 P.M.</b>
<b>MEMBERS PRESENT</b>	<b>: Barbra Bor, Paula Andrzejewski, Martha DeHaven, Steve Heiskary, Nancie Klebba, Kelly Jo McDonnell, Nancy Morin</b>
<b>MEMBERS ABSENT</b>	<b>: None</b>
<b>STAFF PRESENT</b>	<b>: Marty Asleson</b>

**1. CALL TO ORDER AND ROLL CALL:**

Acting Chair Ms. Bor called the Lino Lakes Environmental Board meeting to order at 6:33 p.m. on March 26, 2014.

**2. SWEARING IN OF BOARD MEMBERS**

Mayor Jeff Reinert was present to administer the oath and swearing in of reappointed Environmental Board Member Martha DeHaven and new member Kelly Jo McDonnell.

**3. ELECTION OF CHAIR AND VICE CHAIR**

Ms. DeHaven nominated Mr. Heiskary and Ms. Andrzejewski nominated Ms. Bor as chair. Ms. Klebba nominated Ms. Bor as Chair and Mr. Heiskary as vice chair.

Board Members elected Ms. Bor as Chair and Mr. Heiskary as Vice Chair.

Ms. Andrzejewski made a motion to accept the vote and Mr. Heiskary seconded the motion. The motion was unanimously approved.

**4. APPROVAL OF AGENDA**

The Agenda was approved with the following changes:

- Add - Under Earth Day
- Recycling Update

**DRAFT MINUTES**

- Earth Day Power Point Presentation, Origami (Paula) and Seed Ball kits (Marty)

Ms. Andrzejewski made a MOTION to approve the March 26, 2014 Meeting Agenda with the above changes. Motion was seconded by Ms. Morin. Motion carried

**5. APPROVAL OF MINUTES:**

January 29, 2014

Mr. Heiskary made a MOTION to approve the January 29, 2014 Meeting Minutes. Motion was seconded by Ms. DeHaven. Motion carried.

**6. OPEN MIKE**

Acting Chair Ms. Bor declared Open Mike at 6:34 p.m. There was no one present for Open Mike.

Acting Chair Ms. Bor closed Open Mike at 6:35 p.m.

**7. ACTION ITEMS**

**A. Century Farms North**

Mr. Asleson presented the agenda item:

The applicant Mr. Uhde was present for any questions that the board may have.

- The 0.991 acre parcel located at 7880 Sunset Avenue is currently zoned R-Rural to PUD-Planned Unit Development which would be consistent with the development.
- Amendment to Development Stage Plan/Preliminary Plat of Century Farm North to expand project boundary, realign Robinson Drive and create new parcels
- Vacation of dedicated parkland (City Council action)

Mr. Asleson presented the information on the development and stated that the wetland delineation for Century Farms north 6<sup>th</sup> Addition was reviewed and approved by the RCWD (Rice Creek Watershed District).

Ms. Bor questioned when was Century Farm North plan approved because the laws may have change in recent years.

Environmental Board members has the following recommendations:

**Storm Water Pollution Prevention Plan (SWPPP)**

- The project cannot start without a construction site manager named, and phone number as well as required certifications presented. The specific location of the SWPPP, required weekly and follow up inspections. The permittees must, before construction begins, provide training documentation that the individuals listed as SWPPP overseers are certified by a MPCA approved training method. With that, the City would need names of the person or persons involved with SWPPP management, dates of training and the names of instructors of entity providing training, and the content of the training course or workshop including the numbers of hours training. And Mr. Asleson would like the paperwork emailed to him.
- The owner must identify who will have the responsibility for long-term operation and maintenance of the permanent stormwater management system. The owner must include in the SWPPP a chain of responsibility with all operators on the site, or if not known, the title or position of the responsibility of responsible party, to ensure that the SWPPP will be implemented and stay in effect until the construction project is complete, the entire site has undergone final stabilization and a "Notice of Termination" has been submitted to the MPCA.
- Proposed erosion prevention and sediment control BMP's to control the discharge of sediment and/or other pollutants from the site, particularly at the point(s) of intended discharge. All surrounding stormwater inlet drains within 200 feet of the site that have water draining to them must have a city approved stormwater inlet protection device installed prior to construction.
- The SWPPP must incorporate the requirements (MPCA Stormwater Discharge Design Requirements) including calculations for the project.
- Site specific quantities must be included for all erosion prevention and sediment control BMPs.
- Must include maps of all surface waters and wetlands and storm ponds or basins that can be identified on maps such as a USGA 7.5 minute quadrangle map, the NWI maps or equivalent maps within one mile (aerial radius) from the project boundary that will receive stormwater associated with construction activity during or after construction. This site is within one mile of a receiving lake.
- The SWPPP must describe a maintenance plan identifying who will be performing future maintenance of permanent stormwater treatment systems on the site.
- The SWPPP must identify if the project's stormwater flows to an impaired water within one mile of the site (aerial radius), and whether or not there is USEPA-approved TMDL

for pollutants or stressors for the site. The permittee must identify those TMDLs applicable to the to the projects stormwater discharge.

Also Mr. Asleson stated that the trash storage and concrete clean out site should be noted on the plan as well as the following conditions:

- The removal or importing of soils on or off-site shall be prohibited without City approval.
- City native seed mix specifications shall be provided for all ponds, swales, ditches and infiltration areas.
- Transitional mix shall be used when transitioning sod yard areas.
- The Developer shall plant required boulevard trees and under no circumstances would any species of Green Ash be allowed.
- That additional landscaping be on outlots and boulevards be done by the developer.

Mr. Heiskary made a motion to approve with the recommendations that are listed. Motion was seconded by Ms. Klebba. Motion carried.

## 8. DISCUSSION ITEMS

### A. Earth Day

Ms. Klebba stated what the Environmental Board would like to have at the table on Earth Day on April 26 at Wargo Nature Center from 12:30 –3pm.

- a) Information about the Monthly Recycling Day postcards including all items accepted. The new postcards will not have a date on the cards but will state the third Saturday of the month
- b) Information about the Annual City Recycling Day which is Saturday, May 3 from 9am-3pm. Hopefully will have mattress pick up and shredding this year
- c) Copies of the Lino Lakes Newsletter
- d) Community Garden handouts including the rules
- e) Intergrated Waste- stating what can be recycled in Anoka County
- f) Tube with Ash borer specimen
- g) Request to Rice Creek Watershed for the Plant Root Board

Mr. Asleson will look into this.

h) Earth Day Power Point Presentation, Posters, Origami and Seed Ball

- The Earth Day power point presentation is a collaborated effort of Mr. Heiskary and Ms. Morin was shown and discussed. It was a great power point and Ms. Morin will make the few changes and have it ready for Earth Day.
- Posters were shown and Ms. Bor stated that the Heron poster was perfect. The Rain Gardens and Community Gardens posters were discussed and Mr. Heiskary stated that the gardens are two seperate items and it was decided that there should be a separate poster for each garden subject. Ms. Morin will separate the two garden topics and make new posters. She will add URL links on the posters for the gardens. There will be a need for poster stands at the table for Earth Day.
- Mr. Asleson handed out a seed ball project that children can take home and make. There should be an example at the table and Ms. Bor will donate money for supplies for the seed balls.
- Another project Ms. Andrzejewski has an Origami bird example with directions all that would be needed is a scissors.

**B. Peltier Island Heron Rookery Maintenance Day**

The first date is Friday, March 28 with a rescheduled date is Thursday, April 3 at 8:30am

**C. Community Gardens**

Information on the community gardens went out in the Spring/Summer Lino Lakes Newsletter. Also on the city web page.

The garden plots will be \$15.00 each again this year plus a \$15.00 refundable charge for plot clean up in the fall. This charge was implemented because of the fences and hardware that is left in the plots making tilling the soil hard for the Public Work Department.

Mr. Asleson would like to get a master gardener give a presentation to the community gardeners with general tips. Also Mr. Asleson would like to see if a master gardener can help with the replanting of the center island at city hall.

**9. ADJOURNMENT**

The Environmental Board would like to take a group picture at the next meeting.

Ms. Klebba made a MOTION to adjourn the meeting at 7:55 p.m. Motion was supported by Ms.Morin. Motion carried.

Next Environmental Board meeting is Wednesday, April 23, 2014 at 6:30pm.

Respectfully submitted,

Mary Fogarty  
Office Tech I

**CITY OF LINO LAKES  
ENVIRONMENTAL BOARD MINUTES**

<b>DATE</b>	<b>: April 23, 2014</b>
<b>TIME STARTED</b>	<b>: 6:31 P.M.</b>
<b>TIME ENDED</b>	<b>: 7:20 P.M.</b>
<b>MEMBERS PRESENT</b>	<b>: Barbra Bor, Paula Andrzejewski, Martha DeHaven, Steve Heiskary, Nancie Klebba, Kelly Jo McDonnell, Nancy Morin</b>
<b>MEMBERS ABSENT</b>	<b>: None</b>
<b>STAFF PRESENT</b>	<b>: Marty Asleson</b>

**1. CALL TO ORDER AND ROLL CALL:**

Chair Ms. Bor called the Lino Lakes Environmental Board meeting to order at 6:31 p.m. on April 23, 2014.

**2. APPROVAL OF MINUTES**

March 26, 2014

Was postpone till the next Environmental Board Meeting

**5. APPROVAL OF AGENDA**

The Agenda was approved with the following changes:

Add

- Group Photo

Ms. Andrzejewski made a MOTION to approve the April 23, 2014 Meeting Agenda with the above changes. Motion was seconded by Ms. Morin. Motion carried

**6. OPEN MIKE**

Chair Ms. Bor declared Open Mike at 6:34 p.m. There was no one present for Open Mike.

Chair Ms. Bor closed Open Mike at 6:34 p.m.

**DRAFT MINUTES**



7. **ACTION ITEMS**

There were no Action Items

8. **DISCUSSION ITEMS**

A. **Earth Day Display/Activities**

The Environmental Board took a look at the posters for the Earth Day. Ms. Andrzejewski tested out the QR code and it worked. The posters are ready for display with the easels that Mr. Asleson and Ms. Klebba will provide.

Ms. Klebba will help supervise the seed ball project. The seed for the project was a donation from Ms. McDonnell.

Mr. Asleson asked Ms. Morin to make some coupons for free mattress recycling for the table to be use on Lino Lakes Annual Recycling Day.

B. **Annual Recycling Day, May 3rd**

Mr. Asleson mentioned that things are set for the Annual Recycling Day on May 3, 2014 from 9:00a.m. – 3:00p.m which is held at 1189 Main St.

C. **Peltier Island Heron Rookery Update**

Mr. Asleson said that the herons are late this year due to the weather. Raccoons are still a problem and flashing on the trees does seem to be a deterrent.

Ms. Bor asked if Mr. Asleson is thinking of using the drone to capture pictures to wait at least until May.

D. **Joint City Council Meeting**

There will be a Joint City Council meeting on May 19, 2014 at 6:30p.m.

E. **Woolan's Park**

Mr. Asleson showed a film of Woolan's Park captured by a drone. The piles of trees will be burned when the ground is frozen. Mr. Asleson said that the buckthorn has been taken out.

**9. ADJOURNMENT**

Mr. Heiskary made a MOTION to adjourn the meeting at 7:20 p.m. Motion was seconded by Ms. DeHaven. Motion carried.

There will be a Joint Meeting with City Council on Monday, May 19, 2014 at 6:30pm.

Next Environmental Board meeting is Wednesday, May 28, 2014 at 6:30pm.

Respectfully submitted,

Mary Fogarty

## AGENDA ITEM 5A

**STAFF ORIGINATOR:** Marty Asleson  
**MEETING DATE:** May 28, 2014  
**TOPIC:** Public Hearing: Annual Storm Water Pollution Prevention Program/City of Lino Lakes and the Minnesota Correctional Facility of Lino Lakes.  
**VOTE REQUIRED:** N/A

### **BACKGROUND:**

In compliance with the provisions of the Clean Water Act, as amended and Minnesota Statutes Chapters 115 and 116, as amended, and Minnesota Rules Chapter 7001, the City of Lino Lakes has adopted a Storm Water Pollution Prevention Plan (SWPPP) and authorized its submittal to the Minnesota Pollution Control Agency as part of the City's application for enrollment in the State of Minnesota's General National Pollution Discharge Elimination System Phase II Permit program. The permit authorizes the City and Correctional Facility to discharge storm water.

As part of the SWPPP, the City and Correctional Facility must solicit public input at an annual meeting required under the Public Education and Outreach Plan including:

- A presentation about implementation of the City's Surface Water Pollution Prevention Program in 2013
- Affording interested persons an opportunity to make oral statements concerning the Storm Water Pollution Prevention Program.
- Consideration of relevant written materials that interested persons submit concerning the Storm Water Pollution Prevention Program.
- Consideration of public input in making adjustments to the 2013 implementation plan for the Storm Water Pollution Prevention Program.

### **ANALYSIS:**

According to the 1996 National Water Quality Inventory, stormwater runoff is a leading source of water pollution. Stormwater runoff can harm surface waters such as rivers, lakes, and streams which in turn cause or contribute to water quality standards being exceeded.

Stormwater runoff can change natural hydrologic patterns, accelerate stream flows, destroy aquatic habitats, and elevate pollutant concentrations and loadings. Development substantially increases impervious surfaces thereby increasing runoff from city streets, driveways, parking lots, and sidewalks, on which pollutants from human activities settle.

Common pollutants in runoff include pesticides, fertilizers, oils, metals, pathogens, salt, sediment, litter and other debris are transported via stormwater and discharged – untreated – to water resources through storm sewer systems.

The Stormwater Program for Municipal Separate Storm Sewer Systems (MS4's) is designed to reduce the amount of sediment and pollution that enters surface and ground water from storm sewer systems to the maximum extent practicable. Stormwater discharges associated with MS4's are regulated through the use of National Pollutant Discharge Elimination System (NPDES) permits. NPDES permits are legal documents. Through this permit, the City and Correctional Facility are required to develop a Stormwater Pollution Prevention Program (SWPPP) that incorporates Best Management Practices (BMP's) applicable to their MS4.

Following presentations of the two MS4 activities for 2013, a public hearing will be open for public comments.

**RECOMMENDATION:**

Staff recommends opening the public hearing, soliciting comments and then closing the public hearing.

**ENVIRONMENTAL BOARD  
AGENDA ITEM 5B**

**STAFF ORIGINATOR:** Marty Asleson, Environmental Coordinator

**MEETING DATE:** May 28, 2014

**PROJECT NAME:** Isabell Estates

**REQUEST:** Rezoning, Preliminary Plat and Variance Request

**APPLICANT:** John Isabell  
861 North Neal Avenue  
West Lakeland, MN 55082

**OWNER:** Same as applicant

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**PROPOSED DEVELOPMENT**

The applicant is requesting preliminary plat review, rezoning to R-1 (Single Family) and a variance request for lot size, side yard setback and lot depth, for a proposed residential development containing 3 new residential building pads. The proposed development contains 1.11 gross acres. The proposed total disturbed area is less than 1 acre.

**SITE CHARACTERISTICS**

Topography

Flat

Ground water

Ground water on this site is deep enough and suitable for infiltration practices. There are no Drinking Water Service Area concerns on this site.

Soils

Isanti and Soderville soils, sandy

## Land Cover

The site consists of non-native grasses, and a few scattered trees of Siberian Elm, Cottonwood, Boxelder, and Silver Maple.

## Rare and Unique Resources

There are no unique resources on this site

## Wetlands

There are no wetlands on the site

## Tree Preservation and New Tree Requirements

The Tree Preservation Plan shows all trees being removed from the "Basic Use Area". There are three Maple trees, and a few undesirable trees that are not counted, in the drainage and utility area. Drainage and utility areas are not considered part of the Basic Use Area. The replacement is one-for one in the drainage and utility easement. There is a replacement need of (4) 10" diameter Maple trees. This could also be (8) 5 inch diameter trees, or (16) 2.5" diameter trees. North Woods Red Maple or another desirable and adapted species may be used on the site. Species must be approved by the City.

## Surface Water Management

Since this site is less than 1 acre of proposed land disturbance, an NPDES Permit is not needed. The applicant does however have to obtain a Permit from the Rice Creek Watershed District in that the proposed impervious surface exceeds 10,000 square feet. The City would require a sediment and erosion control plan. Design for stormwater mitigation is depicted as swales and infiltration depression areas on the Post Development page.

## Floodplain

There is no Floodplain on the site

## Landscape Plan

The developer needs to provide 1 boulevard tree per 70 feet of road frontage for each house. Tree species must be the same species as those existing on the street. Arlo Lane would be Thornless Honeylocust, and Lois Lane would be Freeman Maple 'Celzam'.

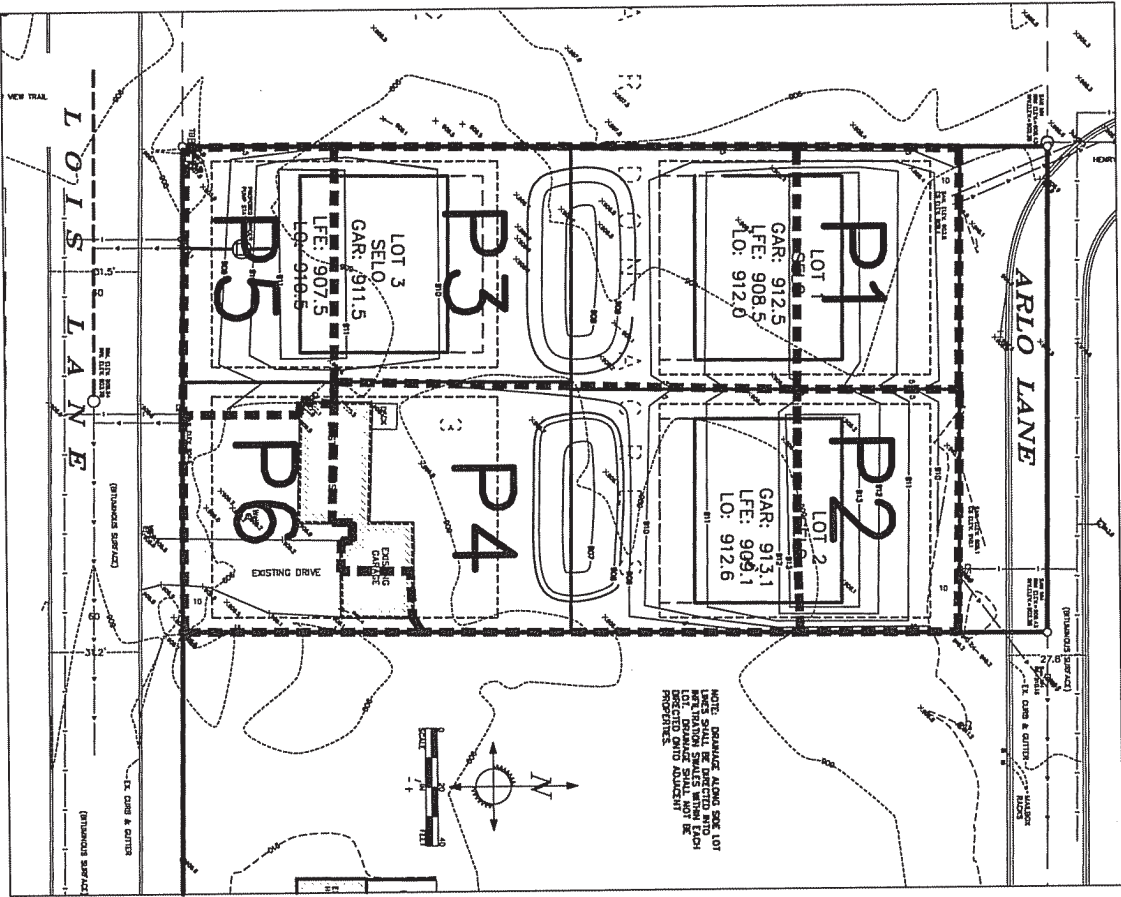
## **RECOMMENDATION**

Staff recommends changes and additions be made in reference to staff comments and Environmental Board review comments.

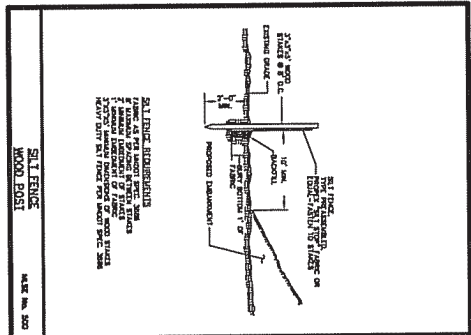
## **ATTACHMENTS**

- 1. Resource Inventory**
- 2. Preliminary Plat**
- 3. Grading**
- 4. Post Development**
- 5. Tree Preservation and Replacement Plan**
- 6. Landscape Plan**

# POST DEVELOPMENT DRAINAGE PLAN

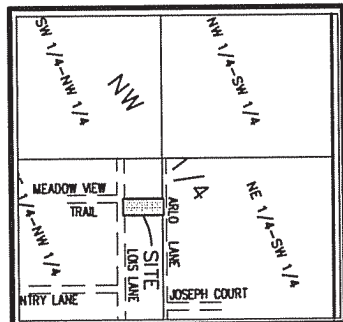


NOTE: DRAINAGE ALONG EXIST. LOT BOUNDARIES SHALL BE AS SHOWN. LOT DRAINAGE SHALL NOT BE RESPONSIBLE TO ADJACENT PROPERTIES.



- GRADING LEGEND**
- EXISTING CONTOURS
  - PROPOSED CONTOURS
  - SILT FENCE
  - DRAINAGE ARROW
  - RAIN GUTTER
  - RETENTION AREA

- SELO**
- GAR: 912.0 → PROPOSED HOUSE TYPE GARAGE ENTRY FLOOR FINISH
  - LFE: 907.9 → PROPOSED GARAGE ELEVATION
  - LO: 911.9 → PROPOSED LOWEST OPENING ELEVATION



POST DEVELOPMENT DRAINAGE PLAN	
ISABELL ESTATES	
LINO LAKES, MN	
DATE	3/20/14
SCALE	3/4" = 1'-0"
BY	JCI
CHECKED	JCI
DATE	3/20/14
NO. OF SHEETS	6 OF 9

**OWNER**  
**JOHN ISABELL**  
 861 NORTH NEAL AVENUE  
 WEST LAKELAND, MN 55082

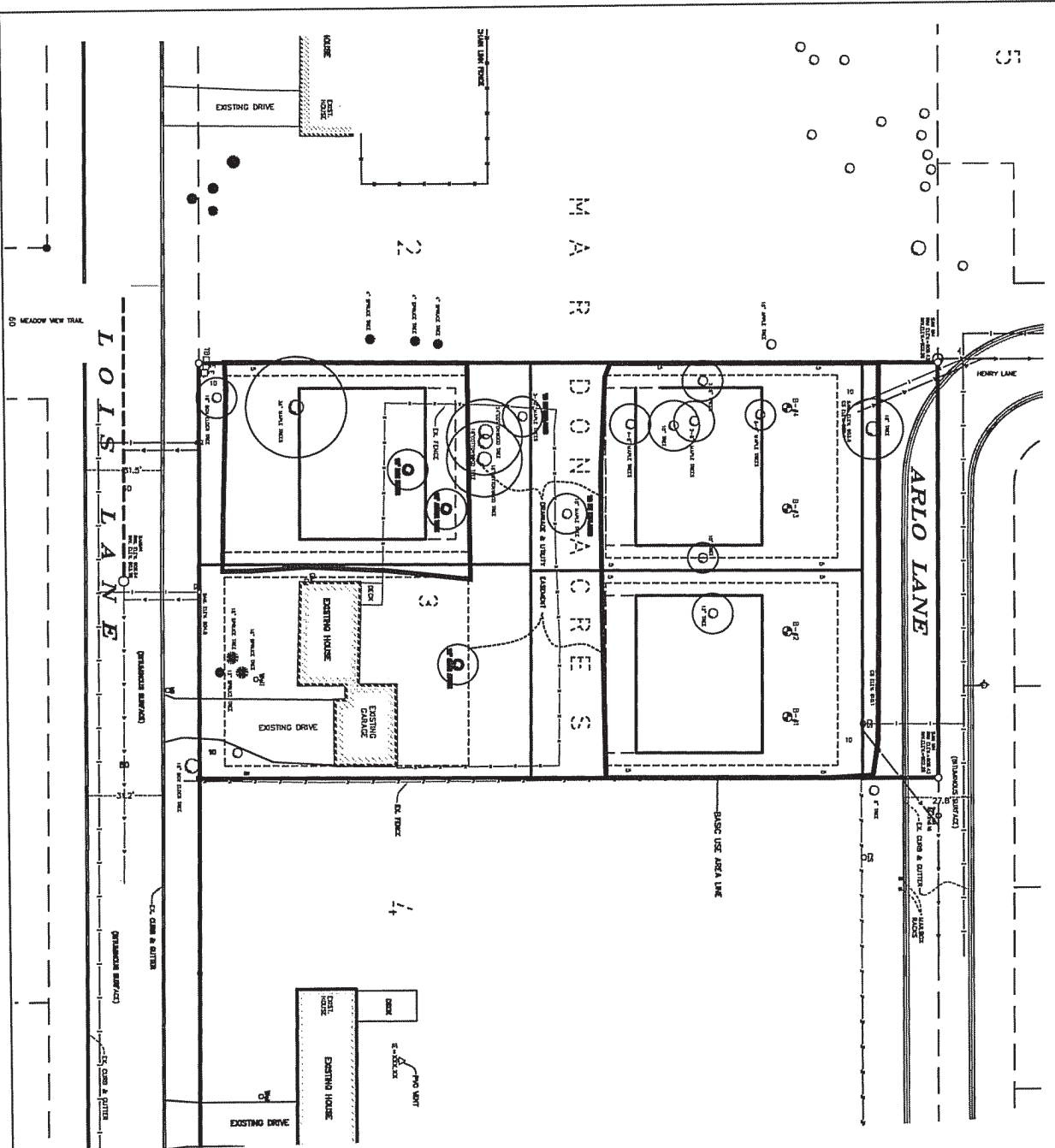
DATE	REVISIONS

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 in the State of Minnesota.

*John E. Johnson*  
 State of Minnesota  
 License No. 4-10-14 Lic. No. 11542

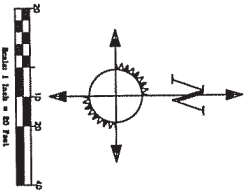
**N&D**  
 1440 Arcade St. Suite 250  
 Saint Paul, MN 55106  
 Phone: 651-776-6112  
 Fax: 651-776-6208  
 Email: info@npresso.com





- LEGEND**
- EXISTING TREE
  - DEEP LINE

**NOTES**  
 FROM 10 INCH DIAMETER TREES TO BE REPLACED



<b>TREE PRESERVATION</b>	
DATE	5/06/14
BY	JCI
SCALE	3/4" = 1'
PROJECT	3446.001
NO.	8 of 9

**OWNER**  
**JOHN ISABELL**  
 861 NORTH NEAL AVENUE  
 WEST LAKELAND, MN 55082

DATE	REVISIONS

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

John C. Johnson  
 DATE: \_\_\_\_\_ LIC. NO. 11348

**M&P** ENGINEERING

1440 Arcade St. Suite 250  
 Saint Paul, MN 55106  
 Phone: 651-765-0112  
 Fax: 651-776-0266  
 Email: info@mpessa.com







