THE CITY OF LAKE ELMO

MAYOR & COUNCIL COMMUNICATION

DATE: 07/15/2014
REGULAR
ITEM # 16

AGENDA ITEM: Holliday Property Comprehensive Plan Amendment

SUBMITTED BY: Nick M. Johnson, City Planner

THROUGH: Dean Zuleger, City Administrator

REVIEWED BY: Planning Commission
Kyle Klatt, Community Development Director
Jack Griffin, City Engineer
Ann Pung-Terwedo, Washington County Public Works

SUGGESTED ORDER OF BUSINESS:

- Introduction of Item ..... Community Development Director
- Report/Presentation..... Community Development Director
- Questions from Council to Staff ..... Mayor Facilitates
- Call for Motion ..... Mayor & City Council
- Discussion ..... Mayor & City Council
- Action on Motion ..... Mayor Facilitates

POLICY RECCOMENDER: GWSA Land Development, LLC has submitted an application for a Comprehensive Plan Amendment to change the land use designation of 14.85 acre parcel (PID: 13.029.21.44.0002) in the southeastern portion of the Village Planning Area from RAD – Rural Area Development to V-LDR – Village Urban Low Density Residential. The request has been submitted in conjunction with a Sketch Plan for a proposed 104-unit single family residential subdivision. Approval of the request will allow the proposed single family residential development to proceed to Preliminary Plat, eventually allowing for the construction of the Village Parkway minor collector road, a critical transportation improvement needed to serve growth in the Village Planning Area.

FISCAL IMPACT: None – City cost related to the review and administration of the request are reimbursed by application fees.

SUMMARY AND ACTION REQUESTED: The City Council is being asked to consider a request from GWSA Land Development, LLC for a Comprehensive Plan Amendment (CPA) to change the land use guidance of the Holliday property from RAD- Rural Area Development to

V-LDR – Village Urban Low Density Residential. The Holliday property, 14.85 acres in size, is located at the northwest corner of 30th Street North and Manning Avenue (CSAH 15). The CPA request has been submitted in conjunction with a proposed 104-unit single family subdivision to be called "Village Preserve South" and to be located in the southeast portion of the Village Planning Area. In addition to the CPA request, the Planning Commission reviewed the Sketch Plan for the proposed subdivision on 6/30/14. Approval of the Comprehensive Plan Amendment would allow the applicants to proceed with the preparation of a Preliminary Plat application for a proposed urban low density residential subdivision that incorporates the Holliday property. From staff's perspective, the inclusion of the Holliday property in the proposed single family subdivision has merit, as it will allow for the completion of the Village Parkway minor collector road to 30th Street North.

The Planning Commission Staff and are recommending that the City Council approve the Comprehensive Plan Amendment request with 2 conditions of approval with the following motion:

"Move to adopt Resolution No. 2014-60, approving the Holliday Property Comprehensive Plan Amendment subject to 2 conditions of approval."

BACKGROUND INFORMATION:

Attached is the original detailed Staff Report that was provided to the Planning Commission on 6/30/14 regarding the applicant's request for a Comprehensive Plan Amendment. The Staff Report includes general information about the application, a summary of the relevant planning and zoning issues, a thorough review and analysis of the request, draft findings, and the staff recommendation to the Planning Commission.

In considering the request for a Comprehensive Plan Amendment, Staff focused on the importance of the Village Parkway minor collector road. Without the inclusion of the Holliday property in the proposed subdivision, the applicant would be forced to extend the collector road approximately 500 feet over land with no development or growth potential. The applicants have noted that this requirement with no allowance for subdivision on the Holliday parcel greatly challenges the feasibility of the project. In reviewing this case made by the applicant, staff has found merit in the argument, as it is unusual or atypical to require the construction of a minor collector road over property that is not planned for development. In addition to the importance of the collector road, staff also considered the fact that the subject property is presently located within the City's sanitary sewer service area. In other words, the property is already guided for sanitary sewer service. Finally, according to the submitted Sketch Plan, the inclusion of the Holliday parcel in the proposed subdivision would add 26 residential units to the proposed subdivision. In reviewing the potential increase in residential units associated with the CPA request, the increase is not inconsistent with the overall number of units planned for the Village Planning Area.

PLANNING COMMISSION REPORT:

The Planning Commission reviewed the Comprehensive Plan Amendment request at its June 30, 2014 meeting and conducted a public hearing at this time. During the public hearing, no one from the public spoke. In addition, staff received no written testimony. The Planning Commission then closed the public hearing.

The Planning Commission recommended approval of the preliminary plat as submitted with 1 condition of approval, as recommended in the Staff Report. The recommended condition of approval relates to the screening of the adjacent Mcleod property to the west of the Holliday parcel. The vote to recommend approval of the Holliday Property Comprehensive Plan Amendment was unanimous (Vote: 5-0). In addition to the recommended condition of approval related to the Mcleod parcel, staff would also recommend that an additional condition is added to note that approval of the CPA request is contingent upon the approval of the Metropolitan Council. This condition is standard procedure for any amendment request to the Comprehensive Plan.

STRENGTHS, WEAKNESSES, OPPORTUNITIES, THREATS:

Strengths: Approval of the Comprehensive Plan Amendment for the Holliday parcel will allow for the construction of the Village Parkway minor collector road by the private landowner/developer. The parcel is presently in the City's sanitary sewer service area. Finally, the amount of additional residential units that will result from the Comprehensive Plan Amendment is not inconsistent with the overall level of planned growth in the Village Planning Area.

Weaknesses: The Holliday parcel is bounded by a Rural Single Family parcel (Mcleod) to the West. The Planning Commission and Staff have recommended that increased screening/mitigation shall occur along the boundary of the parcel to the west of the Holliday property.

Opportunities: Moving forward with the Village Preserve South single family subdivision as depicted in the Sketch Plan allows for the completion of the Village Parkway minor collector road. The collector road is needed to property distribute traffic in the Village Planning Area.

Threats: None

RECOMMENDATION:

Based on the aforementioned, the Planning Commission and Staff are recommending that the City Council approve the Comprehensive Plan Amendment request with 2 conditions of approval with the following motion:

"Move to adopt Resolution No. 2014-60, approving the Holliday Property Comprehensive Plan Amendment subject to 2 conditions of approval."

ATTACHMENTS:

1. Resolution No. 2014-60
2. Staff Report to the Planning Commission, 6/30/14
3. Location Map
4. Application Form, Project Narrative and Sketch Plan
5. Village Planned Land Use Map (Map 3-5 from Comprehensive Plan)
6. Proposed Amendment: RAD to V-LDR
7. Lake Elmo Transportation Plan – Figure 8: 2030 Projected Volumes, Improved Scenario
8. Village MUSA Map
9. Regional Sewered Staging Plan
10. City Engineer Review Comments

CITY OF LAKE ELMO
WASHINGTON COUNTY, MINNESOTA

RESOLUTION NO. 2014-60

RESOLUTION APPROVING AN AMENDMENT TO THE CITY OF LAKE ELMO COMPREHENSIVE PLAN CHANGING THE FUTURE LAND USE DESIGNATION OF THE HOLLIDAY PARCEL LOCATED IN THE VILLAGE PLANNING AREA

WHEREAS, the City of Lake Elmo has established a Comprehensive Plan that provides a compilation of background data, policy statements, standards, and maps, which help to guide the future physical, social, and economic development of the City; and

WHEREAS, GWSA Land Development, LLC, 10850 Old County Road 15, Suite 200, Plymouth, MN, ("Applicant") has submitted an application to the City of Lake Elmo ("City") to amend the Lake Elmo Comprehensive Plan, a copy of which is on file in the City Planning Department; and

WHEREAS, the request to amend the Comprehensive Plan was submitted along with a Sketch Plan for a proposed single-family residential subdivision in the southeast portion of the Village Planning Area; and

WHEREAS, the Lake Elmo Planning Commission held a public hearing on June 30, 2014 to consider the request to amend the Comprehensive Plan; and

WHEREAS, on June 30, 2014, the Lake Elmo Planning Commission unanimously adopted a motion to recommend that the City Council approve the request to amend the Comprehensive Plan; and

WHEREAS, the City Council reviewed the recommendation of the Planning Commission and the proposed amendment to the Comprehensive Plan at a meeting on July 15, 2014;

NOW, THEREFORE, based upon the testimony elicited and information received, the City Council makes the following:

FINDINGS

1) That the Applicant has submitted a request to amend the Comprehensive Plan in accordance with the procedures as established by the Lake Elmo Planning Department and Lake Elmo Planning Commission.

2) That the request to is to amend the Future Land Use Map (Map 3-3 in Chapter III – *Land Use Plan*) and Village Planned Land Use Map (Map 3-5 in Chapter III – *Land Use Plan*) in the Lake Elmo Comprehensive Plan, and to specifically change the future land use

designation a parcel of land located immediately west of Manning Avenue North (CSAH 15) and immediately north of 30th Street North (PID 13.029.21.44.0002) from RAD – Rural Area Development to V-LDR – Village Urban Low Density Residential.

3) That the Comprehensive Plan Amendment will apply to property legally described in the attached Exhibit "A".

4) That the subject property associated with the Comprehensive Plan Amendment request is currently located within the City's sanitary sewer service area.

5) That the proposed amendment will allow for the private market to complete the construction of the Village Parkway minor collector road, a critical transportation improvement needed to serve the upcoming growth and development and increased projected traffic volumes within the Village Planning Area.

6) That the area impacted by the proposed amendment is relatively small, and that the potential increase in residential units associated with the amendment is not inconsistent with the projected levels of planned growth and development in the Village Area under the Village Land Use Plan.

NOW, THEREFORE, BE IT RESOLVED, that based on the foregoing, the Lake Elmo City Council hereby approves the Applicant's request to amend the Lake Elmo Comprehensive Plan, subject to and contingent upon the following:

1) Submission of the Comprehensive Plan Amendment to the Metropolitan Council and the receipt of formal notification from the Metropolitan Council that its review has been completed and approved.

2) As part of the preparation of Preliminary Plans for the Village Preserve South subdivision, the applicant shall prepare a screening plan along the western boundary of the Holliday parcel adjacent to the Mcleod parcel that effectively buffers the proposed residential subdivision from the rural single family lot to the west.

Passed and duly adopted this 15th day of July 2014 by the City Council of the City of Lake Elmo, Minnesota.

_____
Mike Pearson, Mayor

ATTEST:

_____
Adam Bell, City Clerk

EXHIBIT A

Legal Description (PID 13.029.21.44.0002)

The South 498.6 feet of the South Half of the Southeast Quarter (S1/2 of SE1/4); Section Thirteen (13), Township Twenty Nine North (29N.), Range Twenty-one West (21W.); except the West 1273.0 feet of the South Half of the Southeast Quarter of said Section Thirteen (13). And excepting therefrom that portion of the above tract conveyed to the County of Washington by that certain Quit Claim Deed dated March 30, 1987, and filed of record in the Office of the Washington County Recorder on April 2, 1987 as Document No. 535377.

PLANNING COMMISSION
DATE: 6/30/14
AGENDA ITEM: 4C – PUBLIC HEARING
CASE # 2014-35

ITEM: Comprehensive Plan Amendment – Holliday Property

SUBMITTED BY: Nick Johnson, City Planner

REVIEWED BY: Kyle Klatt, Community Development Director
Jack Griffin, City Engineer
Ann Pung-Terwedo, Washington County

SUMMARY AND ACTION REQUESTED:

The Planning Commission is being asked to consider a request from GWSA Land Development, LLC to amend the Lake Elmo Comprehensive Plan to change the future land use designation of property immediately west of Manning Ave. N. (CSAH 15) and immediately north of 30th Street from RAD – Rural Area Development to V-LDR – Village Urban Low Density Residential. The requested Comprehensive Plan Amendment has been submitted in conjunction with a Sketch Plan for a proposed 104-unit single family residential subdivision in the southeast portion of the Village Planning Area. Staff is recommending that the Planning Commission recommend approval of the amendment request subject to 1 condition identified in the Staff Report.

GENERAL INFORMATION

Applicant: GWSA Land Development, LLC (Craig Allen); 10850 Old County Road 15, Suite 200, Plymouth, MN 55441

Property Owners: Mark Holliday; PO Box 243, Lake Elmo, MN 55042

Location: Part of Sections 13, Township 29 North, Range 21 West in Lake Elmo, immediately north of 30th Street and immediately west of Manning Avenue (CSAH 15). PID Number: 13.029.21.44.0002.

Request: Application for Comprehensive Plan Amendment – RAD to V-LDR

Existing Land Use: Vacant agricultural land

Existing Zoning: RT – Rural Transitional Zoning

Surrounding Land Use: North – vacant/agricultural land, planned for Village Urban Low Density; west – Rural Single Family parcels; south – Heritage Farm open space preservation (OP) subdivision; east – Lake Elmo Airport.

Surrounding Zoning: RT – Rural Development Transitional; OP – Open Space Preservation; PF – Public Facilities

Comprehensive Plan: Rural Area Development (RAD)

Proposed Zoning: LDR – Urban Low Density Residential

History:	The subject property is currently vacant and used for agricultural purposes.
Deadline for Action:	Application Complete – 6/10/14 60 Day Deadline – 8/8/14 Extension Letter Mailed – No 120 Day Deadline – 10/7/14
Applicable Regulations:	Article 10 – Urban Residential Districts (MDR)

REQUEST DETAILS

The City of Lake Elmo has received a request from GWSA Land Development, LLC for a Comprehensive Plan Amendment to change the future land use designation of a 14.85 acre parcel immediately west of Manning Avenue and immediately north of 30th Street from Rural Area Development (RAD) to Village Urban Low Density Residential (V-LDR). This property is located within the Village Planning Area and is located within the City's sanctuary sewer service area. The property is presently owned by Mark Holliday and is under contract for purchase by GWSA Land Development, LLC. The applicant would like to develop the subject property in conjunction with the property to the north owned by Schiltgen Farms, Inc. (PID: 13.029.21.43.0004) as a 104-unit single family residential subdivision. To move forward as presented in the Sketch Plan, the land use guidance of the Holliday parcel would need to be amended from Rural Area Development (RAD) to Village Urban Low Density Residential (V-LDR) in the Comprehensive Plan.

To provide further background for the Comprehensive Plan Amendment request, the applicant has submitted a Sketch Plan to aid the review of the CPA. The Sketch Plan will also be reviewed on June 30, 2014 and includes 104 single family lots. The net density of the total project as submitted is 2.09 units per acre, which is consistent with the V-LDR land use category.

BACKGROUND

The applicant's site is currently vacant and is immediately west of Manning Avenue and immediately north of 30th Street. Sanitary sewer service is located nearby in the lift station east of Reid Park. Water service is available to the west of the subject parcel within close proximity to the lift station site.

When the City adopted the future land use map for this area as part of the Village Land Use Plan last year, this site was guided for Rural Area Development. This designation was selected for this parcel in large part to the overall number of projected residential units in the Village Area, as previous planning efforts had aimed for a target projected growth of the Village at 934 units. As the City prepared the Village Land Use Plan, the intent was to provide land use guidance that would be consistent with the Village Master Plan and provide a range of projected residential units that was consistent with the target of previous planning efforts. However, as the subject property is located between the parcels guided for residential development and 30th Street, it remains a critical path for the future minor collector road, Village Parkway, needed to serve growth and development on the eastern side of the Village Planning Area. Without a change of land use for the Holliday parcel, the applicant has noted that it is likely not feasible to complete the minor collector road down to 30th Street. In addition, the applicant has noted that they would like to utilize portions of the Holliday parcel for storm water management.

From a procedural standpoint, it should be noted that should the City approve the proposed Comprehensive Plan Amendment, the approval would be contingent upon the approval of the Metropolitan Council. In addition, given the parcel's location next to both Baytown and West Lakeland Township, it is likely that the proposed amendment is subject to adjacent community review and comment. In staff's judgment, this would not pose as an obstacle to the proposed amendment, but rather is a required procedural step that take additional time to complete.

REVIEW AND ANALYSIS

The applicant's site is 14.85 acres in size, representing a small portion of the total Village Planning Area. Given the size of the parcel, the proposed increase in overall density will not have a significant impact on the overall projections for residential units in this area. When reviewing the Sketch Plan that was submitted as part of the Comprehensive Plan Amendment request, the plan shows 26 single family lots proposed on the Holliday site. When analyzing the proposed net density of the Holliday parcel only in the context of the submitted Village Preserve South Sketch Plan, the density of the Holliday parcel would be 1.75 units per acre, which is on the lower side of the allowed density range for the Village Urban Low Density land use category. The conclusion drawn from this analysis is that if the Comprehensive Plan amendment were approved, the proposed Sketch Plan as submitted would conform to the requested land use category. In staff's judgment, the increase in the overall residential unit count for the Village Area is modest and would not be inconsistent with the overall number of units planned for the Village under the Village Land Use Plan.

In the submitted narrative, the applicant states that allowing the Holliday property to be incorporated into the proposed single family subdivision would allow for the completion of the Village Parkway minor collector road. In staff's review of the Comprehensive Plan Amendment request, the completion of the collector road is the most critical component of the review of the request. The City's Transportation Plan (Attachment #5) includes a projected daily traffic of 5800 vehicle trip per day for Village Parkway. Without the completion of this critical transportation improvement, projected traffic volumes would likely increase on both Manning Avenue (CSAH 15) and Lake Elmo Avenue (CSAH 17). As Manning is planned to be expanded by Washington County, City staff is less concerned about higher projected traffic volumes on Manning. However, the County currently has no plans to expand Lake Elmo Avenue into a 4-lane road, as the amount of right-of-way along this corridor is extremely limited, particularly along the segment of the road adjacent to Lake Elmo. Village Parkway remains a significant transportation improvement needed to properly distribute traffic throughout the Village Planning Area. In addition to considerations related to the overall transportation network of the Village, it is also important to note that it is the City's expectation that collector roads needed to serve developing areas be constructed by the private development community, as opposed to the City taking on the planning, design, construction and administrative costs of building the road. This is an important consideration when evaluating the applicant's case of the feasibility of constructing the road through open agricultural lands. In the experience of staff, the applicant is correct that very rarely would a City require a private landowner or developer to construct a City collector road over a significant stretch of land that had no development rights or growth potential. The review memorandum from the City Engineer (Attachment #8) supports this case. Therefore, based on the fact that it is the City's expectation that the private developers construct these collector roads, such as 5th Street and Village Parkway, staff finds merit in the applicant's argument.

In addition to the Transportation issue, it should also be noted that the subject property is located within the City's sanitary sewer service area. This fact is noteworthy as the request does not include

any expansions of the areas the City intends to serve with sanitary sewer. In the judgment of staff, this is an important aspect of consideration when evaluating the Comprehensive Plan Amendment request. If the amendment request included expansions of the areas planned for sanitary sewer, then a greater discussion or evaluation of broader City policy would be warranted from staff's perspective.

Finally, it should be noted that the subject property is directly adjacent to a rural single family property on the west side of the proposed single family development. The parcel that is adjacent to the proposed subdivision is 11580 30th Street North, with the ownership listed as Mcleod James R TRS according to County property records. According to the submitted Sketch Plan, two larger lots, and small portion of a third lot, are located on the eastern boundary of the Mcleod parcel. In order to address change in land use adjacent to the Mcleod parcel, Staff would recommend that the applicants develop and install a screening/planting plan that would effectively buffer the Mcleod parcel from the proposed single family residential development. This could be accomplished either through berming, landscaping, fencing or some other means. Staff would recommend that this screening be required as a condition of approval for the Comprehensive Plan Amendment.

Based on the above Staff Report and analysis, staff is recommending approval of the Comprehensive Plan Amendment request for the Holiday parcel subject to the following condition of approval:

1) As part of the preparation of Preliminary Plans for the Village Preserve South subdivision, the applicant shall prepare a screening plan along the western boundary of the Holliday parcel adjacent to the Mcleod parcel that effectively buffers the proposed residential subdivision from the rural single family lot to the west.

DRAFT FINDINGS

Staff is supportive of the proposed amendment and is recommending approval of the requested change to the Comprehensive Plan based on the following findings:

1. That the subject property associated with the Comprehensive Plan Amendment request is currently located within the City's sanitary sewer service area.

2. That the proposed amendment will allow for the private market to complete the construction of the Village Parkway minor collector road, a critical transportation improvement needed to serve the upcoming growth and development and increased projected traffic volumes within the Village Planning Area.

3. That the area impacted by the proposed amendment is relatively small, and that the potential increase in residential units associated with the amendment is not inconsistent with the projected levels of planned growth and development in the Village Area under the Village Land Use Plan.

RECCOMENDATION:

Staff recommends that the Planning Commission recommend approval of request by GWSA Land Development, LLC to amend the Lake Elmo Comprehensive Plan by changing the future land use designation of the Holliday parcel (PID: 13.029.21.44.0002) from RAD – Rural Area Development

to V-LDR – Village Urban Low Density Residential subject to the condition of approval outlined in the Staff Report. Suggested motion:

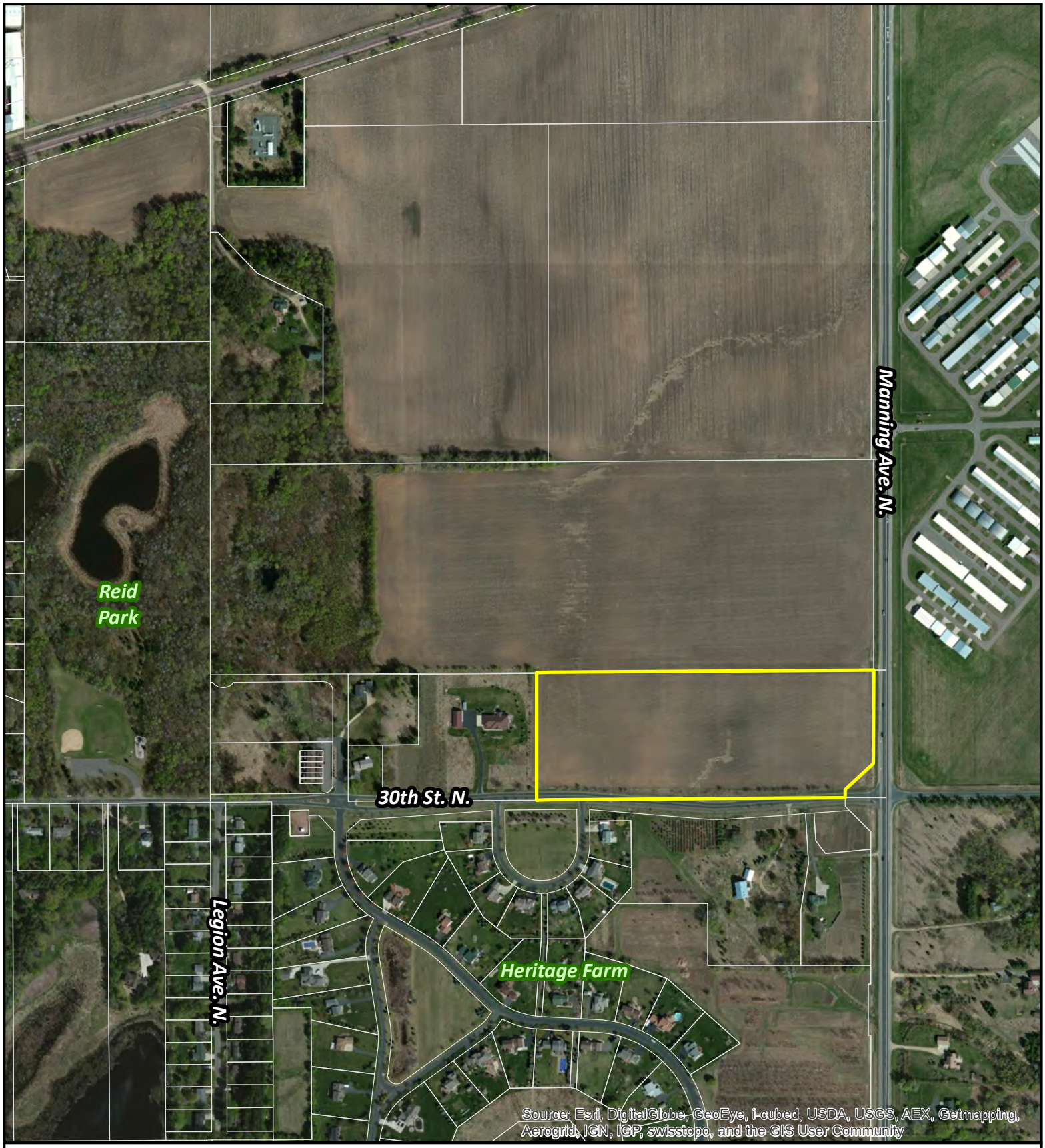
"Move to recommend approval of the request by GWSA Land Development, LLC to amend the City's Future Land Use Map to change the land use designation of the Holliday parcel from Rural Area Development to Village Urban Low Density Residential subject to the condition of approval identified in the Staff Report and based on the findings of fact as drafted by staff."

ATTACHMENTS:

1. Location Map
2. Application w/Narrative and Sketch Plan
3. Village Planned Land Use Map (Map 3-5 from Comprehensive Plan)
4. Proposed Amendment: RAD to V-LDR
5. Lake Elmo Transportation Plan – Figure 8: 2030 Projected Volumes, Improved Scenario
6. Village MUSA Map
7. Regional Sewered Staging Plan
8. City Engineer Review Comments

ORDER OF BUSINESS:

- Introduction ..... City Planner
- Report by Staff ..... City Planner
- Questions from the Commission ..... Chair & Commission Members
- Open the Public Hearing .....Chair
- Close the Public Hearing.....Chair
- Discussion by the Commission ..... Chair & Commission Members
- Action by the Commission ..... Chair & Commission Members



Location Map: Holliday Parcel CPA

THE CITY OF LAKE ELMO

Data Scource: Washington County, MN
6-23-2014

Holliday Parcel
PID: 13.029.21.44.0002

0 250 500 1,000 Feet

1"=500'

N

Date Received: _____
Received By: _____
Permit #: _____

THE CITY OF LAKE ELMO

651-747-3900
3800 Laverne Avenue North
Lake Elmo, MN 55042

LAND USE APPLICATION

☒ Comprehensive Plan ☐ Zoning District Amend ☐ Zoning Text Amend ☐ Variance*(see below) ☐ Zoning Appeal

☐ Conditional Use Permit (C.U.P.) ☐ Flood Plain C.U.P. ☐ Interim Use Permit (I.U.P.) ☐ Excavating/Grading

☐ Lot Line Adjustment ☐ Minor Subdivision ☒ Residential Subdivision Sketch/Concept Plan

☐ PUD Concept Plan ☐ PUD Preliminary Plan ☐ PUD Final Plan

Applicant: GWSA Land Development LLC
Address: 10850 Old County Road 15, Suite 200
Phone # 952-270-4473
Email Address: Craig@jonyeacompany.com

Fee Owner: MARK HOLLIDAY
Address: PO Box 243, Lake Elmo, MN 55042
Phone # 651-270-1318
Email Address: MARKH85@aol.com

Property Location (Address and Complete (long) Legal Description: Attached

Detailed Reason for Request: A Comprehensive Plan Amendment to change approximately 14 acres North of 30th Street and West of Manning Avenue from RAD to V-LDR.

A sketch plan to incorporate approximately 14 acres with The Schlitgen property as part of a 104 lot Single family development.

*Variance Requests: As outlined in Section 301.060 C. of the Lake Elmo Municipal Code, the applicant must demonstrate practical difficulties before a variance can be granted. The practical difficulties related to this application are as follows:

In signing this application, I hereby acknowledge that I have read and fully understand the applicable provisions of the Zoning ordinance and current administrative procedures. I further acknowledge the fee explanation as outlined in the application procedures and hereby agree to pay all statements received from the City pertaining to additional application expense.

Signature of applicant: _____ Date: 6/11/14

Signature of fee owner: _____ Date: 6-23-14

Mark Holliday Property Description:

The land referred to in the Commitment is situated in Washington County, State of Minnesota and is described as follows:

The South 498.6 feet of the South Half of the Southeast Quarter (S1/2 of SE1/4); Section Thirteen (13), Township Twenty Nine North (29N.), Range Twenty-one West (21W.); except the West 1273.0 feet of the South Half of the Southeast Quarter of said Section Thirteen (13). And excepting therefrom that portion of the above tract conveyed to the County of Washington by that certain Quit Claim Deed dated March 30, 1987, and filed of record in the Office of the Washington County Recorder on April 2, 1987 as Document No. 535377.

Abstract Property.

GWSA Land Development, LLC
10850 Old County Road 15
Suite 200
Plymouth, MN 55441

Craig Allen
952-270-4473
Craig@gonyeacompany.com

Comprehensive Plan Amendment Narrative
Mark Holliday – Village Preserve South
June 10, 2014

This property consist of +/- 14 acres located on the corner north of 30th Street North and west of Manning Avenue North. The property is currently used for Agricultural Purposes. The current zoning is Rural Transitional (RT) and the planned land use is Rural Area Development (RAD). We are requesting a Comprehensive Plan Amendment to change from Rural Area Development (RAD) to Village Urban Low Density Residential (V-LDR) as part of our sketch plan for Village Preserve South.

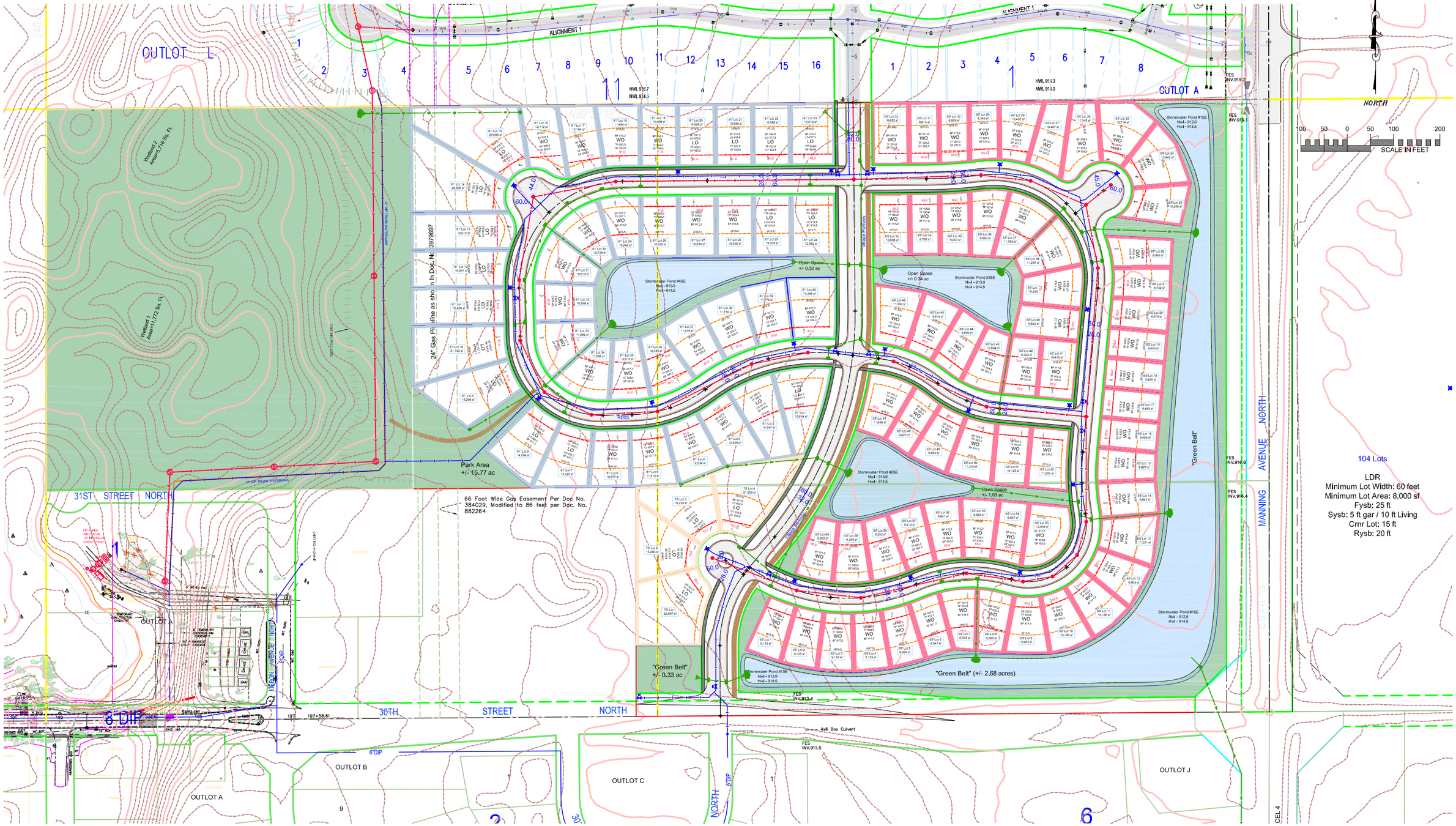
The sketch plan for Village Preserve South combines this Property +/- 14 acres currently owned by Mark Holliday and the property directly north +/- 49 acres currently owned by Schiltgen Farms, Inc. The proposed plan has 104 single family lots.

As part of the sketch plan for Village Preserve South, there will be +/- 14 acres of the northwest portion of the property directly adjacent to Reid Park that we are proposing as park dedication. This area is defined on the Village Open Space Map and mentioned in the Village Comprehensive Land Use Plan as an "opportunity to acquire environmentally sensitive lands that could be incorporated into recreation". Also per the Village Planning Area Comprehensive Plan, the sketch plan includes the New Village Parkway that will provide a north/south connection between Highway 5 and 30th Street North. Lastly, the proposed sketch plan includes an extensive amount of stormwater management to help mitigate current stormwater problems in the Village Planning area.

Our request for a Comprehensive Plan Amendment from RAD to V-LDR is due in large part to the components of our proposal listed above. A significant portion of the Holliday property will be consumed by the Village Parkway and stormwater management/greenbelt. The need for access to 30th Street via +/- 500 feet of City planned collector road through a Rural, undevelopable property is a heavy burden and calls into question the pheasability of the project. By incorporating the Holliday property into our development, we will be able to provide access from 30th Street North to our development, Easton Village and ultimately to the existing downtown. The Holliday property also increases stormwater capacity that will benefit our development and potentially help drainage issues south of 30th Street.

With the dedication of +/- 14 acres adjacent to Reid Park and incorporating the +/- 14 acres of Holliday property into our Village Preserve South sketch plan, our desire is to create a more natural and liveable development while addressing goals and objectives of the Comprehensive Plan with expansion of Reid Park, roadway and trail access and connectivity via the Village Parkway, as well as mitigating stormwater and drainage issues and concerns of the City and Watershed.

PROJECT NAME AND NUMBER



104 Lots

LDR
Minimum Lot Width: 60 feet
Minimum Lot Area: 8,000 sf
Fysb: 25 ft
Sysb: 5 ft gar / 10 ft Living
Crnr Lot: 15 ft
Rysb: 20 ft

DRAWING NAME	NO.	BY	DATE	REVISIONS
BASE_LAKE ELMO.DWG				
DRAWN BY				
RSM				
CHECKED BY				
XXX				
DATE				
10-10-13				

I HEREBY CERTIFY THAT THIS PLAN OR SPECIFICATION WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

Name, P.E.
Date: _____ Lic. No. _____

ENGINEERS SURVEYORS DESIGNERS PLANNERS
SATHRE-BERGQUIST, INC.
150 SOUTH BROADWAY WAYZATA, MN. 55391 (952) 476-6000

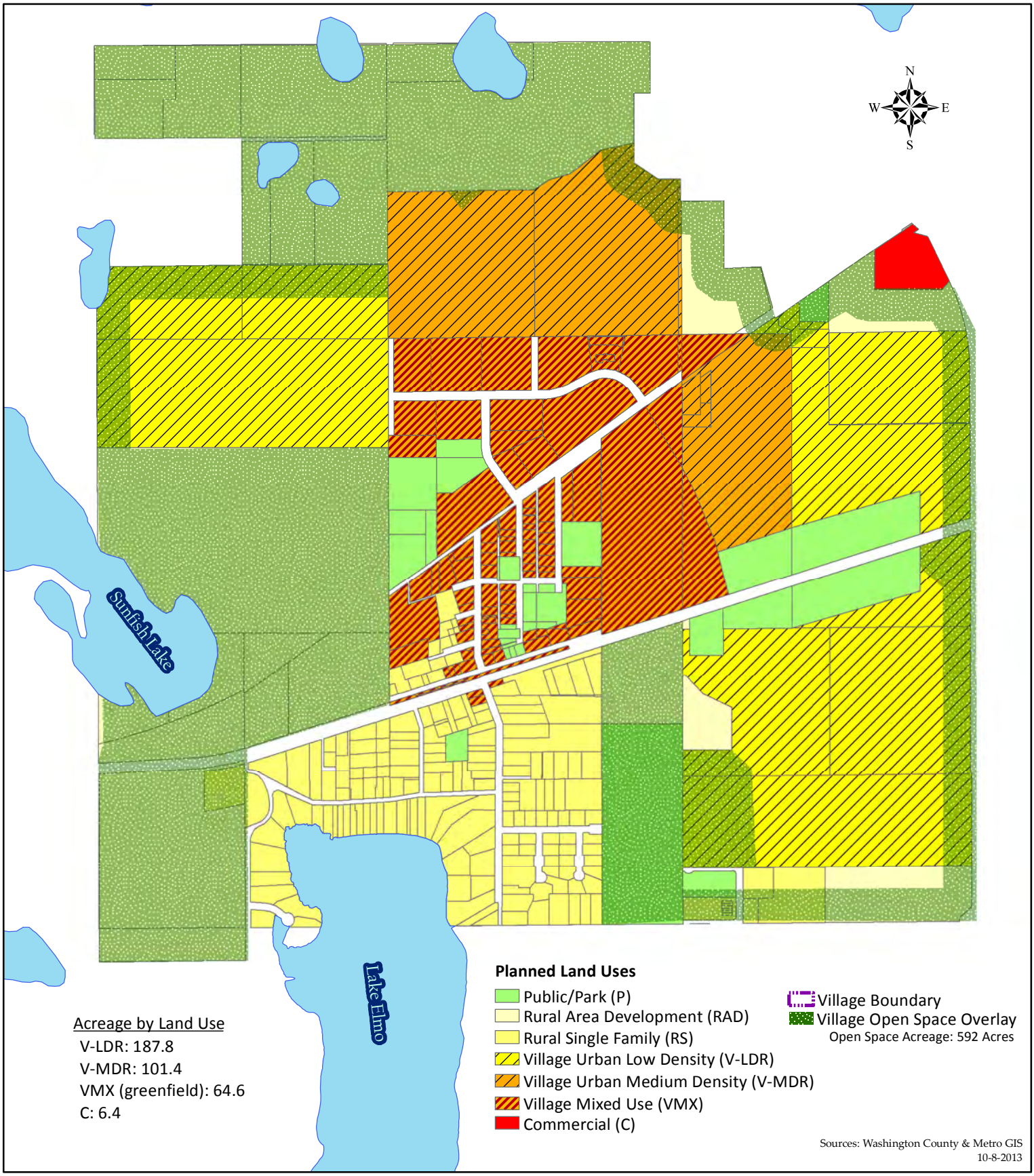
CITY PROJECT NO.
—

LAKE ELMO,
MINNESOTA

SKETCH PLAN 06-16-14
VILLAGE PRESERVE SOUTH
(Parcel E,Holliday Parcel)
GWSA LAND DEVELOPMENT

FILE NO.
3120-047

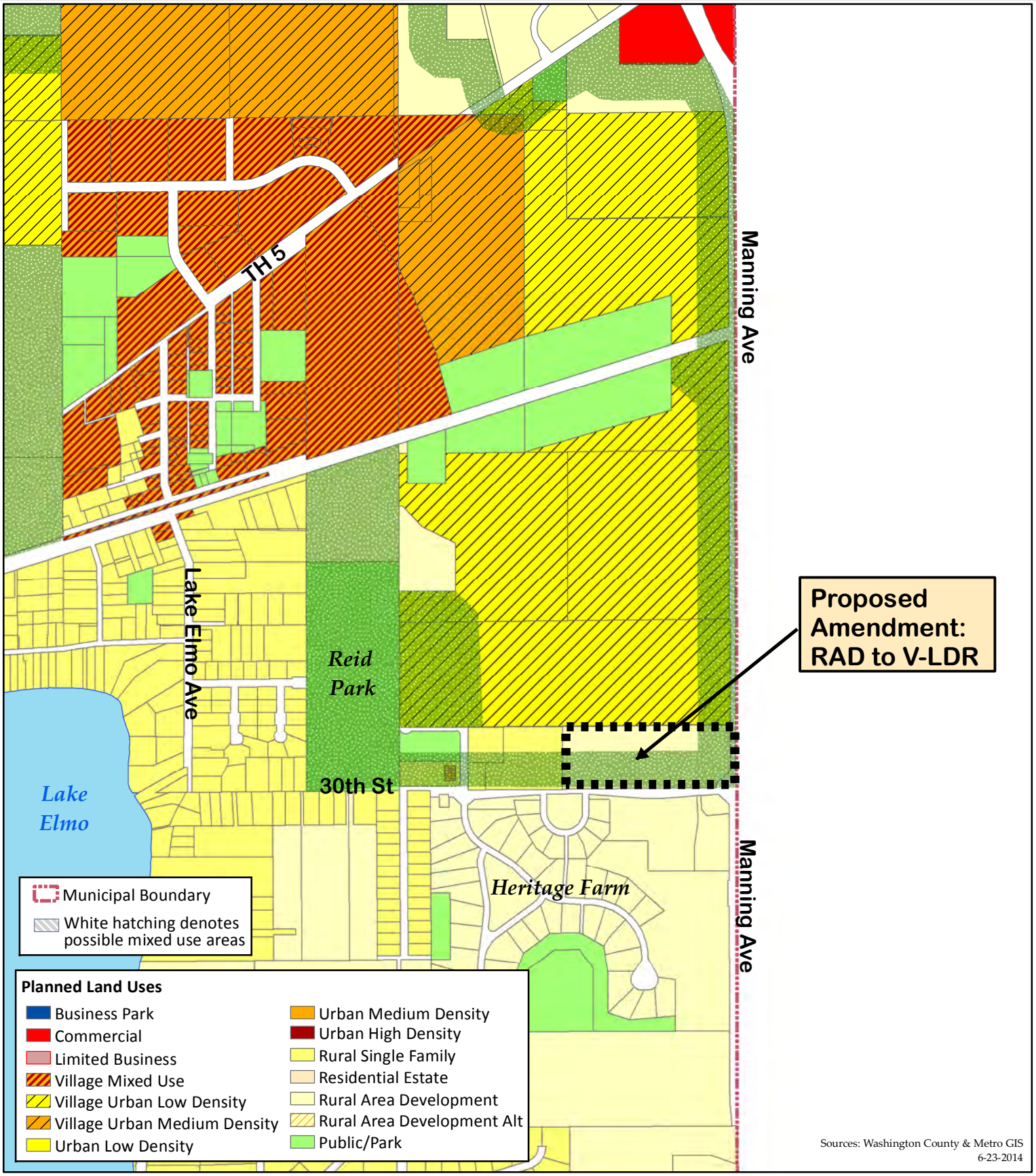
1
4



Village Planned Land Use

Lake Elmo Comprehensive Plan 2030

THE CITY OF LAKE ELMO



Proposed Comprehensive Plan Amendment

Holliday Parcel - Village Preserve South

THE CITY OF LAKE ELMO

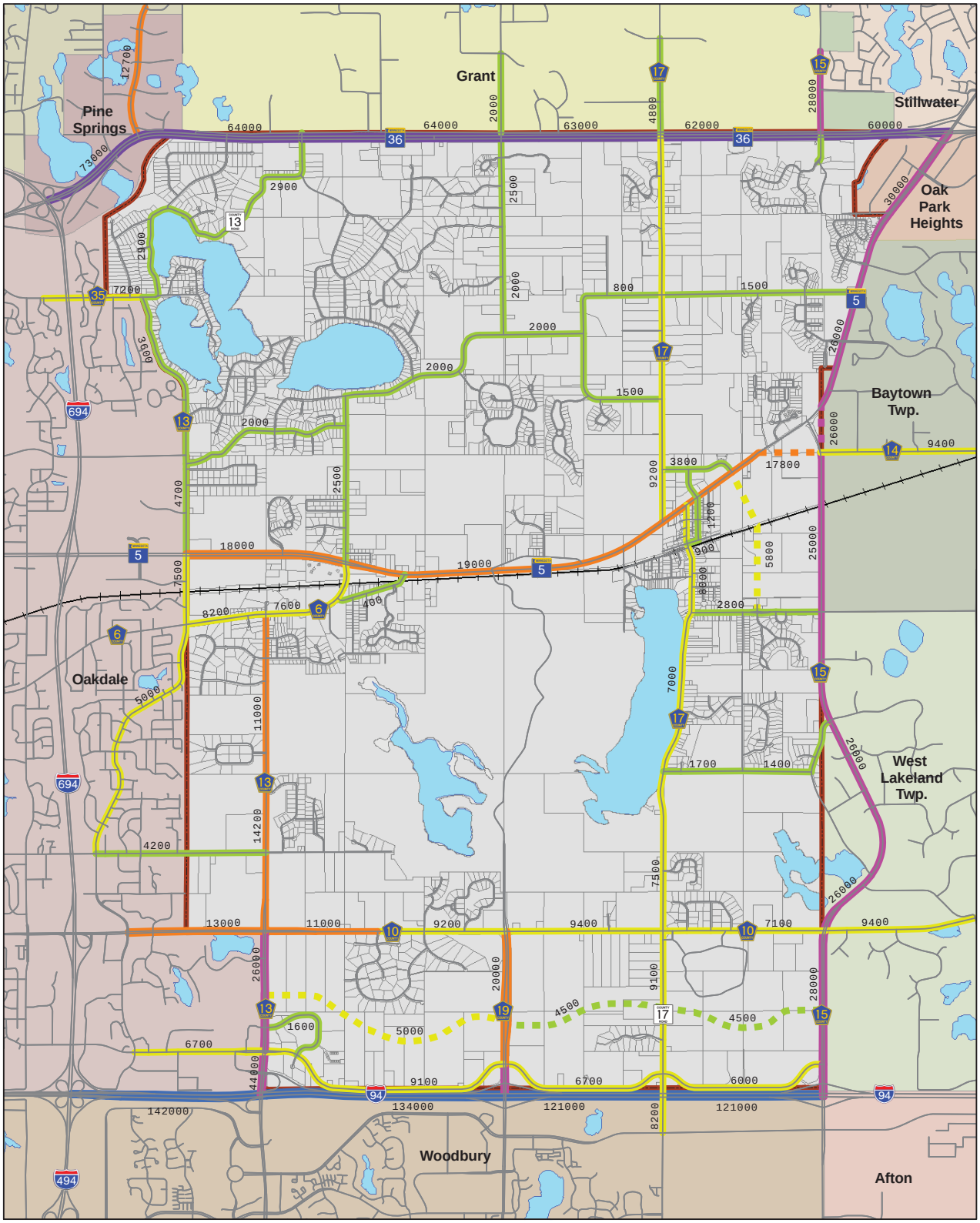


FIGURE 8:
2030 PROJECTED VOLUMES IMPROVED SCENARIO

Transportation Plan

2030 Comprehensive Plan
City of Lake Elmo, Minnesota

Map date: April 2009
Prepared by:

TKDA
ENGINEERS • ARCHITECTS • PLANNERS

N
W E
S

LIMITATION OF LIABILITY
This document is not a legally recorded map or survey and is not intended to be used as one. This map is a compilation of records and information from various state, county, and city offices, and other sources.

LEGEND

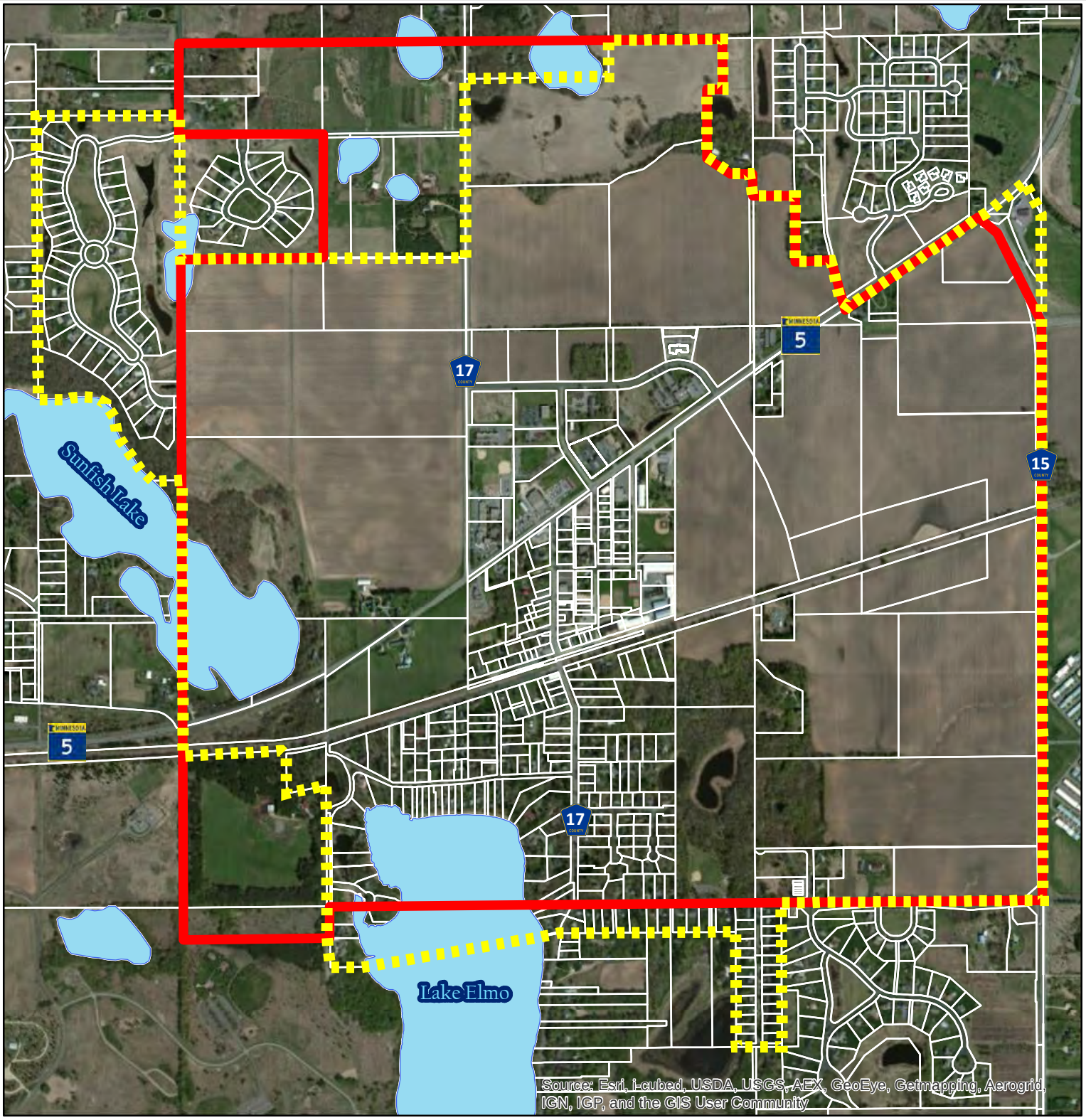
City Boundary — Roadways
Parcels — Lakes

2030 PROJECTED VOLUMES IMPROVED SCENARIO

- < 5,000
- 5,000 - 9,999
- 10,000 - 24,999
- 25,000 - 49,999
- 50,000 - 99,999
- 100,000 OR >

Note: Dashed lines represent future roadways not currently in place.

Map 3-8



N
W E
S

Village MUSA - Proposed

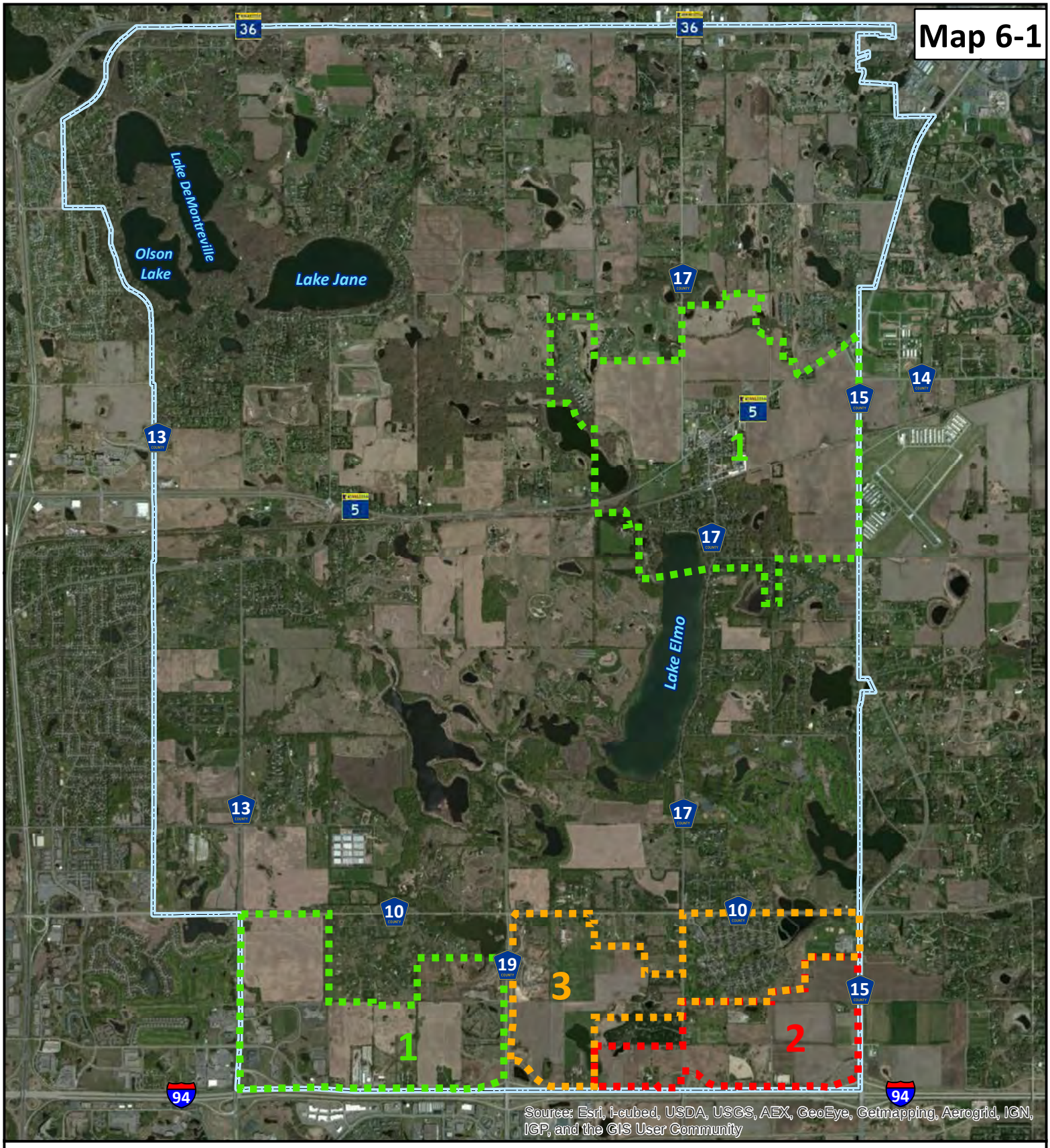
Village MUSA - Existing

Sources: Washington County & Metro GIS
2-14-13

Village MUSA Amendment

Lake Elmo Comprehensive Plan 2030

THE CITY OF LAKE ELMO



Regional Sewered Staging Plan

THE CITY OF LAKE ELMO

Data Source: Washington County, MN
8-16-13

Stage 1
Stage 2
Stage 3

N

0 0.25 0.5 1 Miles

MEMORANDUM

FOCUS ENGINEERING, inc.

Cara Geheren, P.E.	**651.300.4261**
Jack Griffin, P.E.	**651.300.4264**
Ryan Stempski, P.E.	**651.300.4267**
Chad Isakson, P.E.	**651.300.4283**

Date: June 27, 2014

To: Nick Johnson, City Planner
Cc: Kyle Klatt, Planning Director

From: Jack Griffin, P.E., City Engineer

Re: Holliday Property
Comprehensive Plan Amendment

Engineering has reviewed the request from GWSA Land Development, LLC for a Comprehensive Plan Amendment to change the land use and zoning for a 14.85 acre parcel located within the Village MUSA, immediately west of Manning Avenue and immediately north of 30th Street. Engineering recommends approval of this request because the subject parcel is located where City transportation and storm water management infrastructure is required to support the Village Land Use Plan and the growth and development for the Village area.

- The Village plan requires a collector roadway, known as Village Parkway, to link Trunk Highway 5 and 30th Street and has been shown on the Village master plan and City infrastructure capital improvement plan since 2007. Village Parkway is an important neighborhood collector street that will serve the Village area and direct new development to the major transportation corridors surrounding the Village. Traffic modeling completed by Washington County supports the importance and need for this collector road. Without this comprehensive plan amendment, the City will need to pursue R/W from the Holliday parcel and construct this segment at the City's cost.

- The Holliday parcel also plays an important role in the storm water management planning and solutions for the Village area since all storm water drainage currently passes through the Holliday parcel.

THE CITY OF LAKE ELMO

MAYOR & COUNCIL COMMUNICATION

DATE: 07/15/2014
REGULAR
ITEM # 17

AGENDA ITEM: Village Preserve South Sketch Plan

SUBMITTED BY: Nick M. Johnson, City Planner

THROUGH: Dean Zuleger, City Administrator

REVIEWED BY: Planning Commission
Kyle Klatt, Community Development Director
Jack Griffin, City Engineer
Ann Pung-Terwedo, Washington County Public Works

SUGGESTED ORDER OF BUSINESS:

- Introduction of Item ..... Community Development Director
- Report/Presentation..... Community Development Director
- Questions from Council to Staff ..... Mayor Facilitates
- Call for Motion ..... Mayor & City Council
- Discussion..... Mayor & City Council
- Action on Motion..... Mayor Facilitates

POLICY RECCOMENDER: GWSA Land Development, LLC has submitted a Sketch Plan for a proposed 104-unit single family residential subdivision to be located on approximately 64 acres in the southeastern portion of the Village Planning Area. The sketch plan review provides the applicant the opportunity to receive initial feedback on a development concept from the City Council, Planning Commission and staff. At the sketch plan level, high-level review is focused on consistency with the Comprehensive Plan and zoning ordinances, transportation and other infrastructure, proposed parkland dedication, and other planning and land use elements that relate to the subject parcel and proposed development. The sketch plan review is intended to assist the applicant in the preparation of a Preliminary Plat application.

FISCAL IMPACT: None – City costs related to the review of the sketch plan are reimbursed by an application fee and a development review escrow.

SUMMARY AND ACTION REQUESTED: The City Council is being asked to review a Sketch Plan submitted by GWSA Land Development, LLC for a proposed 104-unit single family subdivision located in the southeast portion of the Village Planning Area. The Planning

Commission reviewed the sketch plan for the subdivision, to be called Village Preserve South, at the 6/30/14 meeting. As the sketch plan review requires no formal action, the City Council is asked to provide preliminary feedback and high level review of the proposed development.

BACKGROUND INFORMATION:

Attached is the original detailed Staff Report that was provided to the Planning Commission on 6/30/14 regarding the Village Preserve South Sketch Plan. The Staff Report includes general information about the proposed subdivision, a summary of the relevant planning and zoning issues, as well as a review of the proposed design and infrastructure. Review of the Sketch Plan was completed by planning staff, the City Engineer, Washington County and the Planning Commission.

In terms of the specifics of the review, greater details are found in the Staff Report dated 6/30/14, as well as the attachments. However, staff did want to highlight three critical aspects of the proposed subdivision.

- Currently, the Holliday parcel (the southern portion of the proposed subdivision) is guided RAD – Rural Area Development. The applicant has submitted a Comprehensive Plan Amendment to change the land use guidance of this parcel from RAD – Rural Area Development to V-LDR – Village Urban Low Density Residential. The Planning Commission held a public hearing on this request on 6/30/14, at which time no testimony was received. The Planning Commission unanimously recommended the Comprehensive Plan Amendment for approval. It is important to highlight the issue related to the Comprehensive Plan due to the fact that if the amendment is not approved, the proposed subdivision with residential lots on the Holliday parcel cannot proceed as submitted.
- As part of the proposed subdivision, the applicant would be completing the Village Parkway minor collector road from the proposed Easton Village subdivision down to 30th Street. The Village Parkway minor collector road is a critical piece of transportation infrastructure needed to serve planned growth in the Village Planning Area.
- In addition to the streets, lots and stormwater facilities, the applicant are proposing to dedicate a sizeable portion (+/- 15 acres) of land to the east of Reid Park as a proposed expansion. The City's Comprehensive Plan supports the dedication of this area, an area that is identified in the AUAR as ecologically sensitive. In addition, in reviewing the proposal on March 3/17/14, the Park Commission supported the expansion of Reid Park. Expansion of the park should allow for increased recreational facilities directly adjacent to a growing area of the community.

PLANNING COMMISSION REPORT:

The Planning Commission reviewed the sketch plan at its June 30, 2014 meeting. In reviewing the Village Preserve South Sketch Plan, the Planning Commission provided high level review and initial feedback to the applicant regarding the proposed subdivision. Greater detail of the Planning Commission's review comments can be found in the Planning Commission minutes

(DRAFT). However, staff wanted to highlight the following items that were identified during the Planning Commission review:

- There was a general discussion regarding the proposed cul-de-sac having direct access to Village Parkway minor collector road. Staff has noted that the design of the proposed cul-de-sac will need to meet City approval. Additional information and geometrics will be needed to review the design. The City may engage a traffic expert to ensure that the cul-de-sac will function properly.
- Concern was noted about the limited amount of buffering on the south side of the propose subdivision along 30th Street.
- There was discussion about the location of the touch down point of Village Parkway and 30th Street. The applicant noted that they would be open to potentially moving the road further east if it is acceptable to the City.
- The Planning Commission noted that stormwater management is a critical component in this area due to the increased amount of drainage.
- Additional screening was requested along the western boundary of the Mcleod property to the west of the subject parcel.

In providing feedback directly to the applicant, the Planning Commission was able to communicate the areas of future focus and review. The applicant noted that after review by the City Council, they will likely start preparing a preliminary plat application.

STRENGTHS, WEAKNESSES, OPPORTUNITIES, THREATS:

Strengths: Providing a review of a sketch or concept plan allows for initial review of a development plan in advance of preliminary plat application. This process allows the City to identify critical issues and set expectations before the applicant has expended significant resources in preparing a preliminary plat.

Weaknesses: None

Opportunities: Moving forward with the Village Preserve South single family subdivision as depicted in the Sketch Plan allows for the completion of the Village Parkway minor collector road. It would also include a significant dedication of land next to Reid Park to expand recreational opportunities in the Village.

Threats: None

RECOMMENDATION:

No formal action is required as part of the sketch plan review. The City Council is asked to provide high-level review and feedback regarding the proposed subdivision. The review comments and issues identified in this stage of review are utilized to inform a future preliminary plat application.

ATTACHMENTS:

1. Staff Report to the Planning Commission, 6/30/14
2. Location Map
3. Application Form
4. Sketch Plan Narrative
5. Village Preserve South Sketch Plan
6. Village Parkway Typical Section
7. City Engineer Review Memorandum, dated 6/27/14
8. Washington County Review Memorandum, dated 6/24/14

PLANNING COMMISSION
DATE: 6/30/14
AGENDA ITEM: 5A – BUSINESS ITEM
CASE # 2014-36

ITEM: Village Preserve South - Sketch Plan Review

SUBMITTED BY: Nick Johnson, City Planner

REVIEWED BY: Kyle Klatt, Community Development Director
Jack Griffin, City Engineer
Ann Pung-Terwedo, Washington County

SUMMARY AND ACTION REQUESTED:

The Planning Commission is being asked to review a Sketch Plan for a proposed residential subdivision within the Village Planning Area submitted by GWSA Land Development, LLC. The proposed subdivision would be located in the southeastern portion of the Village located immediately north of 30th Street and immediately west of Manning Avenue (CSAH 15). The Sketch Plan includes 104 single-family residential homes on a total site area of approximately 64 acres. Because this is a Sketch Plan review, there is no formal action required by the Planning Commission.

GENERAL INFORMATION

Applicant: GWSA Land Development, LLC (Craig Allen); 10850 Old County Road 15, Suite 200, Plymouth, MN 55441

Property Owners: Schiltgen Farms, Inc.; 10880 Stillwater Blvd. N., Lake Elmo, MN 55042 and Mark Holliday; PO Box 243, Lake Elmo, MN 55042

Location: Part of Sections 13, Township 29 North, Range 21 West in Lake Elmo, north of 30th Street and immediately west of Manning Avenue (CSAH 15). PID Numbers: 13.029.21.43.0004 and 13.029.21.44.0002.

Request: Sketch Plan Review

Existing Land Use: Agriculture

Existing Zoning: RT – Rural Transitional Zoning

Surrounding Land Use: North – vacant/agricultural land, planned for Easton Village single family residential subdivision; west – Reid Park and Rural Single Family parcels; south – Heritage Farm open space preservation (OP) subdivision; east – Lake Elmo Airport.

Surrounding Zoning: RT – Rural Development Transitional; OP – Open Space Preservation; PF – Public Facilities

Comprehensive Plan: Village Urban Low Density Residential (1.5 – 2.49 units per acre) and Rural Area Development

Proposed Zoning: LDR – Urban Low Density Residential

History: Property was included in Village Planning Area boundary and municipal sewer service area as defined in the 2013 Village Land Use Plan. Site has historically been used for faming activities, including the growing of agricultural crops.

Deadline for Action: N/A – No action required by City

Applicable Regulations: Article 10 – Urban Residential Districts (LDR)

REQUEST DETAILS

The City of Lake Elmo is in receipt of a Sketch Plan from GWSA Land Development, LLC related to a proposed residential subdivision that would be located within the southeastern portion of the Village Planning Area as defined in the Comprehensive Plan. This subdivision represents the fourth proposed sewered project within the Village Planning Area. The applicant is proposing to construct 104 single family homes as part of the project, all of which would be located immediately west of Manning Avenue (CSAH 15) and immediately north of 30th Street.

The Lake Elmo Subdivision Ordinance specifies that as part of the pre-application process for a new subdivision, the applicant must first submit a Sketch Plan for review by the Planning Commission. The Ordinance notes that the purpose of the Sketch Plan review is as follows:

> ***Sketch plan***. *In order to ensure that all applicants are informed of the procedural requirements and minimum standards of this chapter and the requirements or limitations imposed by other city ordinances or plans, prior to the development of a preliminary plat, the subdivider shall meet with the Planning Commission and prepare a sketch plan which explains or illustrates the proposed subdivision and its purpose. The Planning Commission shall accept the information received, but take no formal or informal action which could be construed as approval or denial of the proposed plat.*

Based on this wording, the Planning Commission is not being asked to take any formal action as part of its review other than to accept the information received. Staff has completed an internal review of the Sketch Plan, and general comments from Staff are included in this memorandum and applicable attachment.

BACKGROUND

The proposed Sketch Plan is located within the Village Planning Area and is therefore located within the one of the City's sewer service areas. The Comprehensive Plan guides this area as Village Urban Low Density Residential (V-LDR) at a density of 1.5 to 2.49 units per acre, and Rural Area Development (RAD). It is important to note that in connection with the submitted Sketch Plan, the applicant had requested a Comprehensive Plan Amendment for the property owned by Mark Holliday along 30th Street. The proposed Comp Plan Amendment would change the land use guidance of the Holliday parcel (PID 13.029.21.44.0002) from Rural Area Development (RAD) to Village Urban Low Density Residential (V-LDR). In order for the proposed residential subdivision to move forward as shown in the Sketch Plan, the requested Comprehensive Plan Amendment would need to be approved.

The applicant is proposing to build 104 homes over a land area of +/- 63.6 acres, which results in a gross project density of approximately 1.6 units per acre. The applicants have also submitted a net density calculation of 2.09 units per acre, which would falls within the guidance range of the City's Comprehensive Plan for the Village Urban Low Density Residential (V-LDR) land use category. Given its location within the Village Planning Area, it should be noted that the project falls under the scope of the AUAR Mitigation Plan, and the components of this plan that may be relevant to the applicant's project must be addressed at the preliminary platting stage. Staff has provided comments where appropriate in the following section to identify elements of the plan that will need to be further addressed before a submission of a preliminary plat.

The applicant's submission to the City includes the following components:

- *Sketch Plan Narrative*. The attached narrative includes a general overview of the project with additional details concerning site analysis, the proposed density, zoning, streets and trails, utilities, landscaping and other elements associated with the project.

- *Sketch Plan*. The Sketch Plan includes a proposed configuration of roads, lots, storm water facilities and pedestrian facilities on the applicant's site. Per the submitted narrative, all parcels and roads have been designed to confirm to the City's standards and ordinances. The general lot sizes of a 65-foot minimum width lot meets the City's requirements for the LDR – Urban Low Density Residential zoning district, and the 28-foot streets w/60-foot rights-of-way conform to the City's standard for urban residential local roads.

The Staff review comments that follow are all based on conducting a very high level review of the Sketch Plan since there is not a lot of detailed information that is required at this stage in the subdivision process. Staff has instead focused on the bigger picture items and those things that would otherwise not allow the development to move forward if they contrasted with elements from the Comprehensive Plan, Village AUAR Mitigation Plan, or the City Code.

STAFF REVIEW COMMENTS:

Staff has reviewed the proposed Sketch Plan and provided comments in the following areas:

- ***Land Use***: The proposed Sketch Plan does not currently conform to the City's Land Use Plan, as the Holliday parcel is currently guided for Rural Area Development (RAD). The applicant has submitted a Comprehensive Plan Amendment request to change the land use guidance of the property from RAD to V-LDR. To consider this request, a public hearing will be held on the June 30th meeting in advance of the review of the Sketch Plan. This request is chiefly related to the need to achieve access to 30th Street through the Holliday parcel via the planned Village Parkway minor collector road. As the proposed minor collector road is critical to distributing projected traffic associated with growth on the eastern side of the Village, Staff finds strong merit in the request and is recommending approval of the Comprehensive Plan Amendment.
- ***Village Land Use Plan:*** In adopting the Village Land Use Plan, the City identified various goals related to the growth of the Village Area. The Sketch Plan achieves the following goals of the Village Land Use Plan:
    - *Create a walkable, viable community with a distinct center*: Fostering connections between the residential areas to the core or mixed-use area is of critical importance with regards to the Village Land Use Plan. The Sketch Plan includes a north-south

trail along Village Parkway, which is planned to provide access to downtown Lake Elmo via the extension of 36th Street to the parkway in the area north of the railroad tracks. In addition to the Village Parkway trail, the Sketch Plan includes a trail connection in the southwest portion of the development heading towards a likely expansion of Reid Park, which would allow the residents of the subdivision to access the park by foot or bicycle.

- *Provide for the recreational needs of the new neighborhoods while building on existing facilities and accommodating the need for community-wide recreation facilities:* As part of the proposed subdivision, the applicant is proposing to dedicate a significant amount of land along the eastern edge of Reid Park. This would allow for a substantial expansion of the park, adding a great amount of value to the facility. The land that is proposed to be dedicated is identified in the AUAR as ecologically sensitive. Dedicating the land as an expansion of Reid Park includes definite community-wide benefits, as programming or facilities at Reid Park could be expanded to provide increased recreational opportunity in the Village Area. In addition, the Village Land Use Plan calls for trail connections to Reid Park from the surrounding residential neighborhoods. The submitted Sketch Plan achieves these goals specified in the Comprehensive Plan.

- ***Lake Elmo Theming Study***. In the narrative for the Sketch Plan, the applicant notes that landscaping, monuments and other furnishings will be designed to conform to the Lake Elmo Branding and Theming Study. Staff is encouraged that the applicants is committed to incorporating the various elements from the Theming Study, as it should add to the sense of place that is desired for the Village Area. As the applicant prepares Preliminary Plans for the proposed subdivision, staff would recommend that these various Theming elements be included in the proposed plans.

- ***Density***: The submitted Sketch Plan includes calculations for both the gross and net density figures, and the provided net density calculation of 2.09 units per acre falls within the allowed range of the Village Urban Low Density land use category (1.5 - 2.49 units per acre).

- ***Zoning***. The City has adopted urban development districts, including the Urban Low Density Residential (LDR) zoning district. The Sketch Plan has been designed to comply with the LDR district standards in regards to lot area, setbacks, and other dimensional standards. The application does not include an average lot area, but does note that 60 of the proposed lots are 65 feet in width, 4 lots are 75 feet in width, and 40 lots are at least 81 feet in width or larger. Staff would recommend that the City rezone the applicant's site to LDR at the time of Preliminary Plat approval.

- ***Parks and Open Space***. As part of the Village Preserve South subdivision, the applicants are proposing to dedicate +/- 15.77 acres of land adjacent to Reid Park. This dedication would provide a significant expansion of Reid Park, allowing for additional recreational uses or activities. While reviewing a separate development application from GWSA Land Development, LLC for a parcel in the northern portion of the Village Planning Area, the Park Commission reviewed the proposal to expand Reid Park on March 17, 2014 and were supportive of the proposal.

- ***Sidewalks and Trails***. The submitted Sketch Plan includes sidewalks on one side of all local residential streets, which is consistent with City standards for single family residential subdivisions. In addition, the Sketch Plan includes two proposed local trails. The first trail

provides north-south circulation along the proposed minor collector road Village Parkway. The trail along the collector road in the eastern portion of the Village is critical to providing pedestrian connection to downtown Lake Elmo. The second proposed trail is located in the western portion of the proposed subdivision and connects the residential subdivision to the proposed expansion of Reid Park. This connection will allow direct access to recreational opportunities for proposed subdivision. For all the trails in the proposed subdivision, the applicants are proposing a design of a bituminous trail of 8.5 feet in width, which is consistent with City standards.

- ***Public Utilities***. The applicant will be responsible for extending water and sewer service throughout the development. In terms of sanitary sewer, service will need to be extended from the existing location of the City's sanitary sewer lift station east of Reid Park. Access to sanitary sewer is being obtained as part of a broader project to extend sanitary sewer all the way to the north through 39th Street north of Trunk Highway 5. According to the Sketch Plan, the Village Preserve South development will be gaining access to sewer from the north through the Easton Village proposed residential subdivision. In terms of water service, existing watermain is currently located in 30th Street within close proximity to the location of the sewer lift station. Along with sewer, water will need to be extended to the proposed subdivision. The applicant are proposing to bring water service into the development at the location of the proposed trail connection in the western portion of the subdivision.

- ***Private Utilities***. It should be noted that a Northern Natural Gas pipeline is located on the western edge of the proposed single family subdivision. The easement in which the pipeline is located does impact a portion of the rear yards of 7 residential lots on the western edge of the development. Any work within these areas will require the permission of the easement-holder.

- ***Landscaping***. The applicant has not provided any details concerning landscaping for the site, which must be submitted at the time of Preliminary Plat submission. One recommendation that Staff would make with regards to the landscape plan is to install coniferous or evergreen trees along segments of Manning Avenue to serve as a year-round screen and mitigate noise and traffic. Also, the applicant may need to submit a tree preservation and protection plan as part of this application depending on the impact to existing trees on the site. As the impacted portion of the site is open agricultural fields and contains few trees, the applicant may only need to submit a Woodland Evaluation Report if there are no impact to existing trees.

- ***Streets.*** The Sketch Plan includes residential streets with 60' rights-of-way and 28' streets, back of curb to back of curb. This design is consistent with the City standard for local residential streets, and would allow for parking on both sides of the street while maintaining safe traffic circulation and emergency vehicle access. It should be noted that no longer cul-de-sacs are being proposed as part of the subdivision. However, a small cul-de-sac with 4 larger residential lots is planned in the southern portion of the subdivision directly off the minor collector road. Given that Village Parkway is residential collector with low design speed (35mph), it is likely that the design will work. However, staff would like to study the design of the intersection at the cul-de-sac in greater detail. In terms of the design of the Village Parkway minor collector road, the proposed design shown in the Sketch Plan is consistent with the City's typical section (Attachment #5).

- ***Access***. The applicants are proposing to have the main access for the development come off of 30th Street via Village Parkway. The design and location of the proposed minor collector road is consistent with the City's Transportation Plan. The County has reviewed the Sketch

Plan (see Attachment #7) and noted that the proposed access to 30th St. is acceptable to the County, stating that 30th St. will provide sub-regional connection to both Manning Ave. (CSAH 15) and Lake Elmo Ave. (CSAH 17). In addition to access at 30th St. via Village Parkway, it should also be noted that there is an additional planned access to Manning Ave. in the southeast corner of the proposed Easton Village subdivision. This access could serve as a secondary access to Manning Avenue. However, City staff and Washington County are studying the needed improvements of this proposed intersection, as well as whether this intersection should be permanent or temporary.

- ***Environmental Review.*** The proposed subdivision is located within the area covered by the Village Alternative Urban Area-wide Review (AUAR). As such, the City and the applicants will need to comply with the AUAR Mitigation plan that was adopted with the Final AUAR. The most critical elements of the Mitigation Plan that must be addressed include the following:
    - *Storm Water Management.* The storm water management plan for the development will need to meet the AUAR requirements in addition to City ordinances and Valley Branch Watershed District standards.
    - *Natural Resource Areas.* Preservation of the primary ecological areas is encouraged as noted above.
    - *Transportation.* The developer is not proposing any streets or connections that are inconsistent with the AUAR. As the Village continues to develop, the City will need to consider the broader transportation network to ensure that needed improvements are being made.
- ***City Engineer Review.*** The City Engineer's review comments are found in Attachment #6. The Engineer did note that the storm water management plan would need to be consistent with City and Valley Branch Watershed District standards. In addition, the Engineer provides analysis of the proposed access spacing for the minor collector road, noting that after additional review, the proposed spacing is acceptable to staff.
- ***Subdivision Review Process.*** In order to proceed with the subdivision of the land included in the Sketch Plan, the applicant will need to next prepare a Preliminary Plat application. At the Preliminary Plat stage, there is much more information required as part of the submission process, which also requires a public hearing. GWSA Land Development, LLC has indicated that they would like to proceed with the submission of a Preliminary Plat application in late summer/early fall of 2014.

RECCOMENDATION:

Staff is recommending that the Planning Commission accept the Sketch Plan provided by GWSA Land Development, LLC for a 104 unit single family residential development that would be located within the Village Planning Area.

ATTACHMENTS:

1. Location Map
2. Application Form
3. Sketch Plan Narrative

4. Village Preserve South Sketch Plan
5. Village Parkway Typical Section
6. City Engineer Review Memorandum, dated 6/27/14
7. Washington County Review Letter, dated 6/24/14

ORDER OF BUSINESS:

- Introduction ..... Community Development Director
- Report by Staff ..... City Planner
- Questions from the Commission ..... Chair & Commission Members
- Discussion by the Commission ..... Chair & Commission Members

Location Map: Village Preserve South Sketch Plan

THE CITY OF LAKE ELMO

Data Scource: Washington County, MN
6-23-2014

Village Preserve South
PIDs: 13.029.21.44.0002
13.029.21.43.0004

0 250 500 1,000 Feet

1"=500'

N

Date Received:_____
Received By: _____
Permit #:_____

THE CITY OF
LAKE ELMO

651-747-3900
3800 Laverne Avenue North
Lake Elmo, MN 55042

LAND USE APPLICATION

☐ Comprehensive Plan ☐ Zoning District Amend ☐ Zoning Text Amend ☐ Variance*(see below) ☐ Zoning Appeal

☐ Conditional Use Permit (C.U.P.) ☐ Flood Plain C.U.P. ☐ Interim Use Permit (I.U.P.) ☐ Excavating/Grading

☐ Lot Line Adjustment ☐ Minor Subdivision ☒ Residential Subdivision Sketch/Concept Plan

☐ PUD Concept Plan ☐ PUD Preliminary Plan ☐ PUD Final Plan

Applicant: GWSA Land Development, LLC
Address: 10850 Old County Road 15, Suite 200, Plymouth, MN 55441
Phone # 952-270-4473
Email Address: Craig@garygeraldcompany.com

Fee Owner: Schiltgen Farms, Inc
Address: 10880 St. Hunter Blvd N, Lake Elmo, MN 55042
Phone # 651-303-8188
Email Address: pete.schiltgen@gmail.com

Property Location (Address and Complete (long) Legal Description: Attached

Detailed Reason for Request: A Sketch plan to incorporate approximately 49 acres with The Holliday property as part of a 104 lot Single family development.

*Variance Requests: As outlined in Section 301.060 C. of the Lake Elmo Municipal Code, the applicant must demonstrate practical difficulties before a variance can be granted. The practical difficulties related to this application are as follows:

In signing this application, I hereby acknowledge that I have read and fully understand the applicable provisions of the Zoning ordinance and current administrative procedures. I further acknowledge the fee explanation as outlined in the application procedures and hereby agree to pay all statements received from the City pertaining to additional application expense.

Signature of applicant: [signature] Date: 6/11/14

Signature of fee owner: [signature] Date: 6-18-14

Schiltgen Farms Property Description – Manning:

The land referred to in this Commitment is situated in the County of Washington, State of Minnesota, and is described as follows:

The North 50 acres of the South Half of the Southeast Quarter of Section 13, Township 29 North, Range 21 West, Washington County, Minnesota, except that part which lies easterly of the following described line: Commencing at the southeast corner of said Southeast Quarter; thence South 88 degrees 45 minutes 30 seconds West along the South line of said Southeast Quarter, 159.73 feet (bearings are based on the Washington County Coordinate System); thence North 1 degree 14 minutes 30 seconds West, 33 feet, thence North 43 degrees 59 minutes 50 seconds East, 142.10 feet to the point of beginning of the line to be described; thence North 0 degrees 45 minutes 51 seconds West, 1188.14 feet to said North line of said South Half of the Southeast Quarter and said line there terminating.

Abstract Property.

Date Received:
Received By:
Permit #:

THE CITY OF
LAKE ELMO

651-747-3900
3800 Laverne Avenue North
Lake Elmo, MN 55042

LAND USE APPLICATION

☒ Comprehensive Plan ☐ Zoning District Amend ☐ Zoning Text Amend ☐ Variance*(see below) ☐ Zoning Appeal

☐ Conditional Use Permit (C.U.P.) ☐ Flood Plain C.U.P. ☐ Interim Use Permit (I.U.P.) ☐ Excavating/Grading

☐ Lot Line Adjustment ☐ Minor Subdivision ☒ Residential Subdivision Sketch/Concept Plan

☐ PUD Concept Plan ☐ PUD Preliminary Plan ☐ PUD Final Plan

Applicant: GWSA Land Development LLC
Address: 10850 Old County Road 15, Suite 200
Phone # 952-270-4473
Email Address: Craig@joayconcompany.com

Fee Owner: MARK HOLLIDAY
Address: PO Box 243, Lake Elmo, MN 55042
Phone # 651-270-1318
Email Address: MARKH05@aol.com

Property Location (Address and Complete (long) Legal Description: Attached

Detailed Reason for Request: A Comprehensive Plan Amendment to change approximately 14 acres North of 30th Street and West of Manning Avenue from RAD to V-LDR.

A Sketch plan to incorporate approximately 14 acres with the Schiltgen property as part of a 104 lot Single family development

*Variance Requests: As outlined in Section 301.060 C. of the Lake Elmo Municipal Code, the applicant must demonstrate practical difficulties before a variance can be granted. The practical difficulties related to this application are as follows:

In signing this application, I hereby acknowledge that I have read and fully understand the applicable provisions of the Zoning ordinance and current administrative procedures. I further acknowledge the fee explanation as outlined in the application procedures and hereby agree to pay all statements received from the City pertaining to additional application expense.

Signature of applicant: _____ Date: 6/11/14

Signature of fee owner: _____ Date: 6-23-14

Mark Holliday Property Description:

The land referred to in the Commitment is situated in Washington County, State of Minnesota and is described as follows:

The South 498.6 feet of the South Half of the Southeast Quarter (S1/2 of SE1/4); Section Thirteen (13), Township Twenty Nine North (29N.), Range Twenty-one West (21W.); except the West 1273.0 feet of the South Half of the Southeast Quarter of said Section Thirteen (13). And excepting therefrom that portion of the above tract conveyed to the County of Washington by that certain Quit Claim Deed dated March 30, 1987, and filed of record in the Office of the Washington County Recorder on April 2, 1987 as Document No. 535377.

Abstract Property.

THE CITY OF
LAKE ELMO

Lake Elmo City Hall
651-747-3900
3800 Laverne Avenue North
Lake Elmo, MN 55042

ACKNOWLEDGEMENT OF RESPONSIBILITY

This is to certify that I am making application for the described action by the City and that I am responsible for complying with all City requirements with regard to this request. This application should be processed in my name and I am the party whom the City should contact regarding any matter pertaining to this application.

I have read and understand the instructions supplied for processing this application. The documents and/or information I have submitted are true and correct to the best of my knowledge. I will keep myself informed of the deadlines for submission of material and of the progress of this application.

I understand that this application may be reviewed by City staff and consultants. I further understand that additional information, including, but not limited to, traffic analysis and expert testimony may be required for review of this application. I agree to pay to the City upon demand, expenses, determined by the City, that the City incurs in reviewing this application and shall provide an escrow deposit to the City in an amount to be determined by the City. Said expenses shall include, but are not limited to, staff time, engineering, legal expenses and other consultant expenses.

I agree to allow access by City personnel to the property for purposes of review of my application.

Signature of applicant _____ Date 6/11/14

Name of applicant Craig Allen Phone 952-270-4473
(Please Print)

Name and address of Contact (if other than applicant) GW SA Land Development, LLC

THE CITY OF
LAKE ELMO

Lake Elmo City Hall
651-747-3900
3800 Laverne Avenue North
Lake Elmo, MN 55042

AFFIRMATION OF SUFFICIENT INTEREST

I hereby affirm that **I am the fee title owner** of the below described property or that I have written authorization from the owner to pursue the described action.

Name of applicant GW SIA Land Development, LLC
(Please Print)

Street address/legal description of subject property Attached

Signature

6/11/14
Date

If you are not the fee owner, attach another copy of this form which has been completed by the fee owner or a copy of your authorization to pursue this action.

If a corporation is fee title holder, attach a copy of the resolution of the Board of Directors authorizing this action.

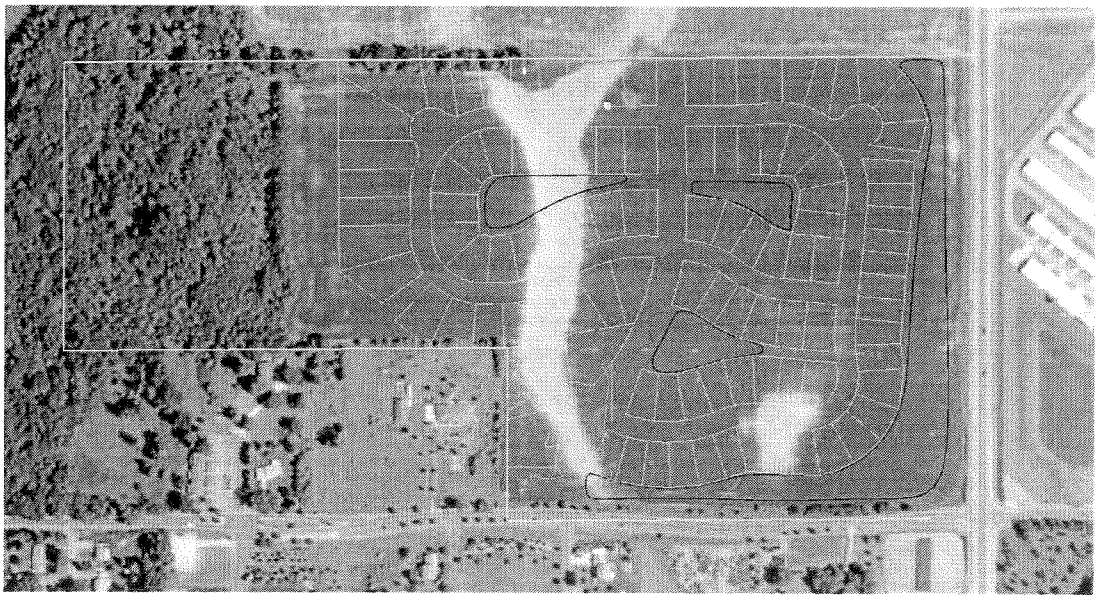
If a joint venture or partnership is the fee owner, attach a copy of agreement authorizing this action on behalf of the joint venture or partnership.

VILLAGE PRESERVE SOUTH
(Schiltgen Parcel E and Holliday Parcel)
Sketch Plan Narrative
June 16, 2014

Developer Introduction:

GWSA LAND DEVELOPMENT, LLC.
Craig Allen
10850 Old County Road 15
Suite 200
Lake Elmo, Minnesota 55441
Telephone: 952-270-4473
Email: craig@gonyeacompany.com

The developer is proposing a community of 104 single family homes on +/- 63.6 acres of land located on the west side of Manning Avenue North (CASH15), north of 30th Street North. The Schiltgen parcel and the Holliday parcel comprise the 63.6 acres of land. This proposed residential development will consist of higher end single family homes. It is anticipated that these homes will range in price from $400,000 to $650,000. The development is located in an area of Lake Elmo with easy access to the transportation system. This will provide the future home owners a secluded place to live that is located within minutes of all the amenities Lake Elmo has to offer with the regional facilities of the larger metropolitan area.



The project is anticipated to be constructed in two phases, of 50-60 lots per phase. The primary access is the proposed Village Parkway from 30th Street North. Over 15.7 acres of land is proposed to be dedicated as parkland to add to the existing Reid Park. A trail connection to the park area is proposed in the southwest corner. Over seventy five percent of the homes in the community will have a walkout basement. The project is located within the Stillwater School District #834.

Development Team:

Civil Engineering, Surveying & Land Planning
Sathre-Bergquist, Inc.
Robert S. Molstad, P.E.
David B. Pemberton, P.L.S.
150 South Broadway
Wayzata, Minnesota 55391
Telephone: 952-476-6000
Facsimile: 952-476-0104
Email: molstad@sathre.com
Email: pemberton@sathre.com

Wetland & Biological Sciences
Kjolhaug Environmental Services
Melissa Barrett
26105 Wild Rose Lane
Shorewood, MN 55331
Telephone: 952-401-8757
Email: Melissa@kjolhaugenv.com

Soil Sciences
Haugo GeoTechnical Services
Paul Haugo
13570 Grove Drive #278
Maple Grove, MN 55311
Telephone: (612) 554-4829
Email: p.haugo@gmail.com

Property Ownership:

Per Schedule A of Title Commitment No. HB-26627A (northerly property)

The North 50 acres of the South Half of the Southeast Quarter of Section 13, Township 29 North, Range 21 West, Washington County, Minnesota, except that part which lies easterly of the following described line:

Commencing at the southeast corner of said Southeast Quarter; thence South 88 degrees 45 minutes 30 seconds West along the South line of said Southeast Quarter, 159.73 feet (bearings are based on the Washington County Coordinate System); thence North 01 degree 14 minutes 30 seconds West, 33 feet, thence North 43 degrees 59 minutes 50 seconds East, 142.10 feet to the point of beginning of the line to be described; thence North 00 degrees 45 minutes 51 seconds West, 1188.14 feet to said North line of said South Half of the Southeast Quarter and said line there terminating.

Abstract Property.

Per Schedule A of Title Commitment No. HB-26880 (southerly property)

The South 498.6 feet of the South Half of the Southeast Quarter (S1/2 of SE1/4); Section Thirteen (13),Township Twenty Nine North (29N.), Range Twenty-one West (21W.); except the West 1273.0 feet of the South Half of the Southeast Quarter of said Section Thirteen (13). And excepting therefrom that portion of the above tract conveyed to the County of Washington by that certain Quit Claim Deed dated March 30, 1987, and filed of record in the Office of the Washington County Recorder on April 2, 1987 as Document No. 535377.
Abstract Property.

Comprehensive Plan, Zoning, Density, & Variances:

The Existing Land Use is classified as Rural Area Development. The planned Land Use is Village Urban Medium Density. On the Village Land Use Plan, the project site is classified as Village Urban Medium Density (V-MDR). The attached sketch plan shows 104 single family lots that are a minimum width of 65 feet. There are 60 lots that are in the 65' lot width, 4 lots in the 75' lot width, and 40 lots that are 81' in width. The smallest lot area is L36 (65') – 8,342 sf and the largest lot area is L15 (81') at 22,232 sf, with an average lot area of 11,828 for the entire project.

Lake Elmo Zoning:

The site consists of the Schiltgen parcel +/- 49 acres and the Holliday parcel +/- 14.8 acres. Both parcels are currently zoned RT. The Holliday parcel is currently planned as a Rural Area Development (RAD) and would need to be revised, by a comprehensive plan amendment to Village Urban Low Density (V-LDR) to match the Schiltgen parcel. The LDR district has the following requirements:

V-LDR District

1.5 – 2.5 units per acre

Minimum Lot Area – 8,000 square feet
Minimum Width – 60 feet
Front Yard Setback – 25 feet
Side Yard Setback – 5 feet to garage and 10 feet to living space
Corner Yard Setback – 15 feet

Rear Yard Setback – 20 feet

Density:

Gross Site Area: 66.55 acres
Gross Density = 104/66.55 = 1.56 units per acre

Wetland Area: 0.40 acres (Not included in density calc.)
ROW: 0.91 acres
Proposed Park Area: 15.77 acres
Net Area: 66.55-0.91-15.77 = 49.87 acres
Net Density = 104/49.87 = 2.09 units per acre

Variances – No variances are proposed.

Site Analysis:

The site is currently being used for agricultural purposes. Please refer to the ALTA Survey and the aerial photos. Utility service, sanitary sewer will be provided to the site as part of the proposed Trunk Sanitary Sewer project that will extend sewer service from the new lift station at Reid Park, north to the Site, the current plan is to provide sanitary sewer from the stub in the proposed Village Parkway, from the Easton Village project. A 12" trunk watermain will be installed with the proposed trunk sanitary sewer system that will provide a watermain connection for the proposed development. Storm water will be managed and outlet from the site in accordance with the City and Watershed requirements. The proposed stormwater plan would outlet with a new storm sewer pipe down the west side of Manning Avenue North to the culvert about 850 feet south of 30th Street North. The site is within the Valley Branch Watershed District. Minor utilities (gas, electric, phone, and TV) will need to be extended to service the site.

The topography of the site is relatively flat on most of the site, 914 to 926 for the proposed development area. The proposed park area drops in elevation from 926 to +/- 892.

There are two existing wetlands on the site, both wetlands are within the proposed park area and no impacts are proposed by the residential development.

The USDA Soil Survey of the project site indicates Antigo Silt Loams, Campia Silt Loams, and Mahtomedi Loamy Sand. The soils that are present consist of mostly moderately well drained loams and sandy loams with a moderate permeability.

Street Design:

"Village Preserve South" proposes a north south parkway (Village Parkway), the parkway will be 32' B-B within an 80' ROW. The other public streets within the project would be 28' B-B, with a sidewalk along one side of the street, within a 60' ROW. The cul-de-sacs will have a 44' Radius to the back of curb. All streets will be constructed to the City of Lake Elmo standard street section.

Utility Services:

City sanitary sewer and watermain will need to be extended to the site, please see the notes above.

Traffic:

"Village Preserve South" proposes one primary access point (Village Parkway) off of 30th Street North.

Traffic Generation – (anticipate 10 trips per day per home site)
104 Lots = 1,040 trips per day

Trail System:

Six-foot concrete sidewalks are proposed along residential streets within the site. In addition, there are 8.5 foot trails proposed to promote neighborhood connectivity.

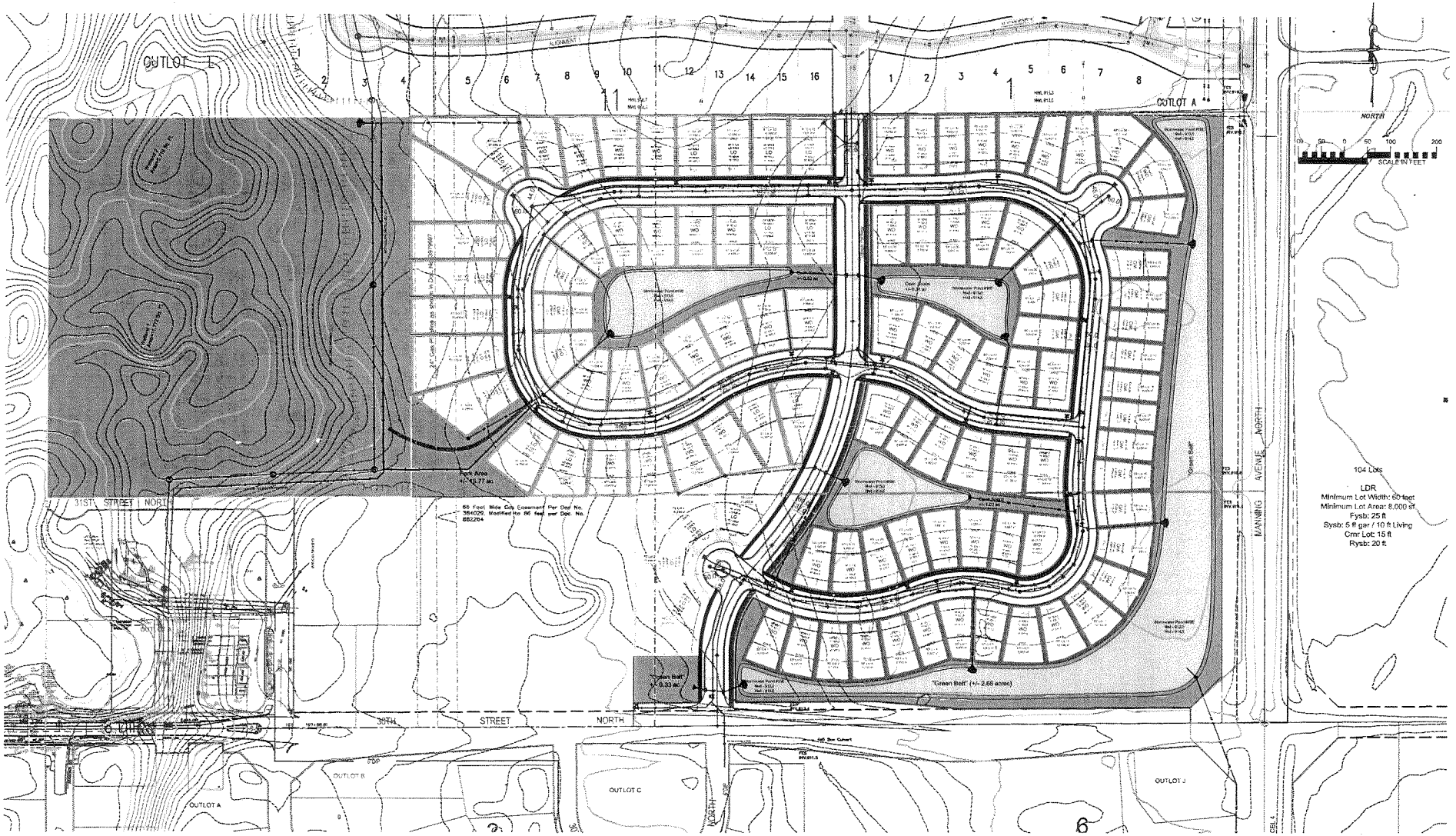
Landscape Plan, Monuments, & Entrance:

This development will have a parkway access from 30th Street North. Many of the lots will have pond views or overlook views, due to the site topography. The stormwater ponds and treatment areas will have landscaping to create unique water treatment facilities for the proposed project. A custom entry monument may be designed and constructed at the proposed entrance. This will create a sense of luxury and livability for the new single family residents, while providing safer access to the site. Landscaping, monuments and other furnishings will be designed to conform to the Lake Elmo Branding and Theming Study.

Homeowner's Association and Restrictive Covenants:

The developer will prepare restrictive covenants and standards that will apply to this 104 lot project. The restrictive covenants will be tailored to the developer's vision of the project. Each home will be required to meet the specifics of building types, landscaping, and overall goals of the development.

A master HOA will be created for the "Village Preserve South" project. This association will be in charge of the monumentation, entrance, landscaping, and infiltration basins. The HOA will also be responsible for maintenance issues within the subdivision. These may include special landscaping, mailboxes, signage, and other common elements.



PROJECT NAME AND NUMBER

DRAWING NAME	NO.	BY	DATE	REVISIONS
BASE_LAKE ELMO.DWG				
DRAWN BY				
RSM				
CHECKED BY				
JGT				
DATE				
10-18-13				

I HEREBY CERTIFY THAT THIS PLAN OR SPECIFICATION WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA

Name, P.E.
Date: Lic. No.

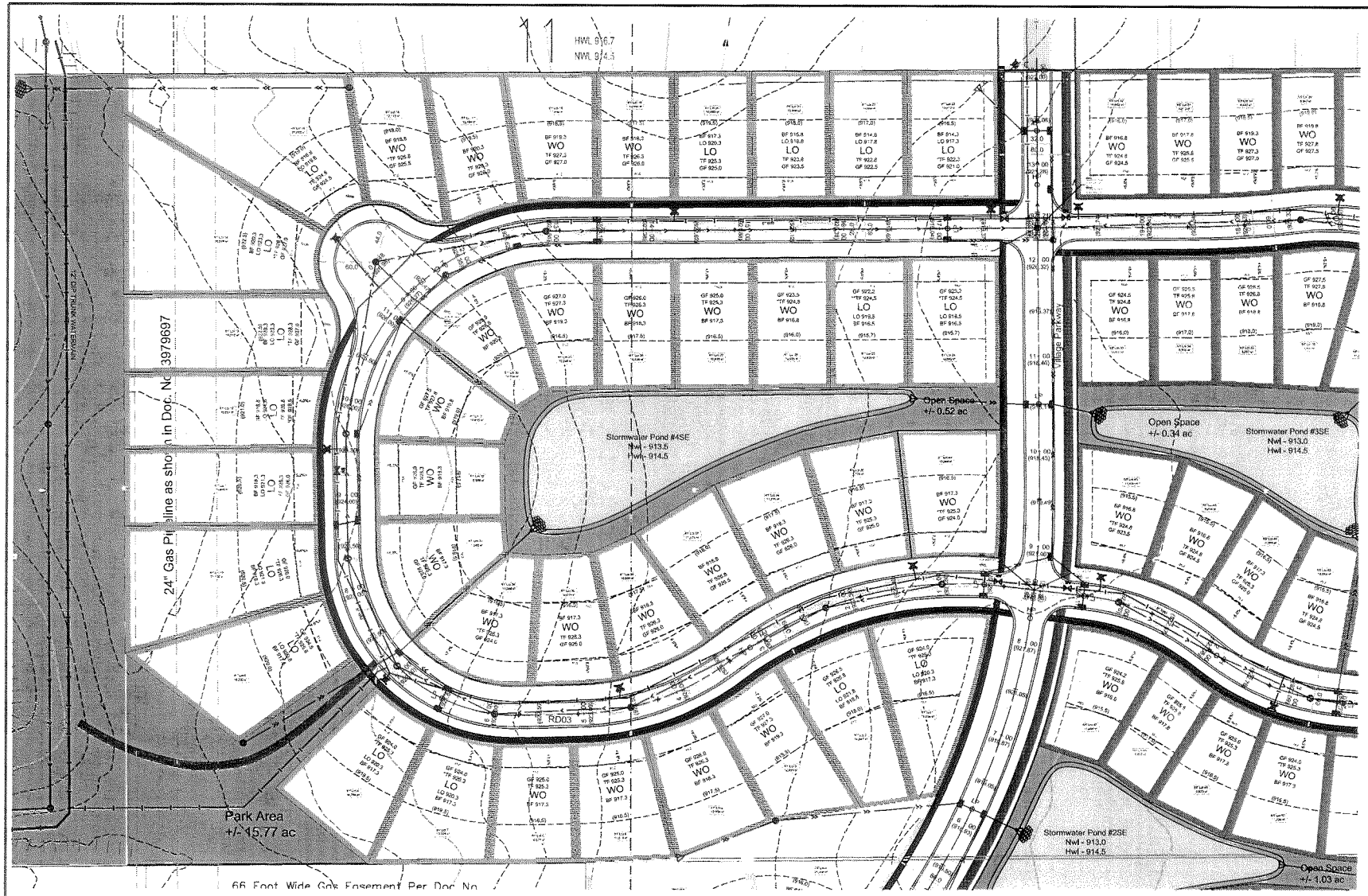
SATHRE-BERGQUIST, INC.
150 SOUTH BROADWAY, WAYZATA, MN 55391 (952) 476-6000

CITY PROJECT NO.
—

LAKE ELMO, MINNESOTA

SKETCH PLAN 06-16-14
VILLAGE PRESERVE SOUTH
(Parcel E Holliday Parcel)
GWSA LAND DEVELOPMENT

FILE NO.
3120-047



PROJECT NAME AND NUMBER

DRAWING NAME	NO.	BY	DATE	REVISIONS
BASE LAKE ELMO.DWG				
DRAWN BY				
RSM				
CHECKED BY				
XXX				
DATE				
10-10-13				

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Name, P.E.
Date: _____ Lic. No. _____

SATHRE-BERGQUIST, INC.
150 SOUTH BROADWAY WAYZATA, MN 55391 (952) 476-6000

CITY PROJECT NO.
—

LAKE ELMO, MINNESOTA

SKETCH PLAN 06-16-14
VILLAGE PRESERVE SOUTH
(Parcel E Holliday Parcel)
GWSA LAND DEVELOPMENT

FILE NO.
3120-047

PROJECT NAME AND NUMBER

DRAWING NAME	NO.	BY	DATE	REVISIONS
BASE_LAKE ELMO.DWG				
DRAWN BY				
RSM				
CHECKED BY				
XXX				
DATE				
10-10-13				

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SATHRE-BERGQUIST, INC.
150 SOUTH BROADWAY WAYZATA, MN 55391 (952) 476-6000

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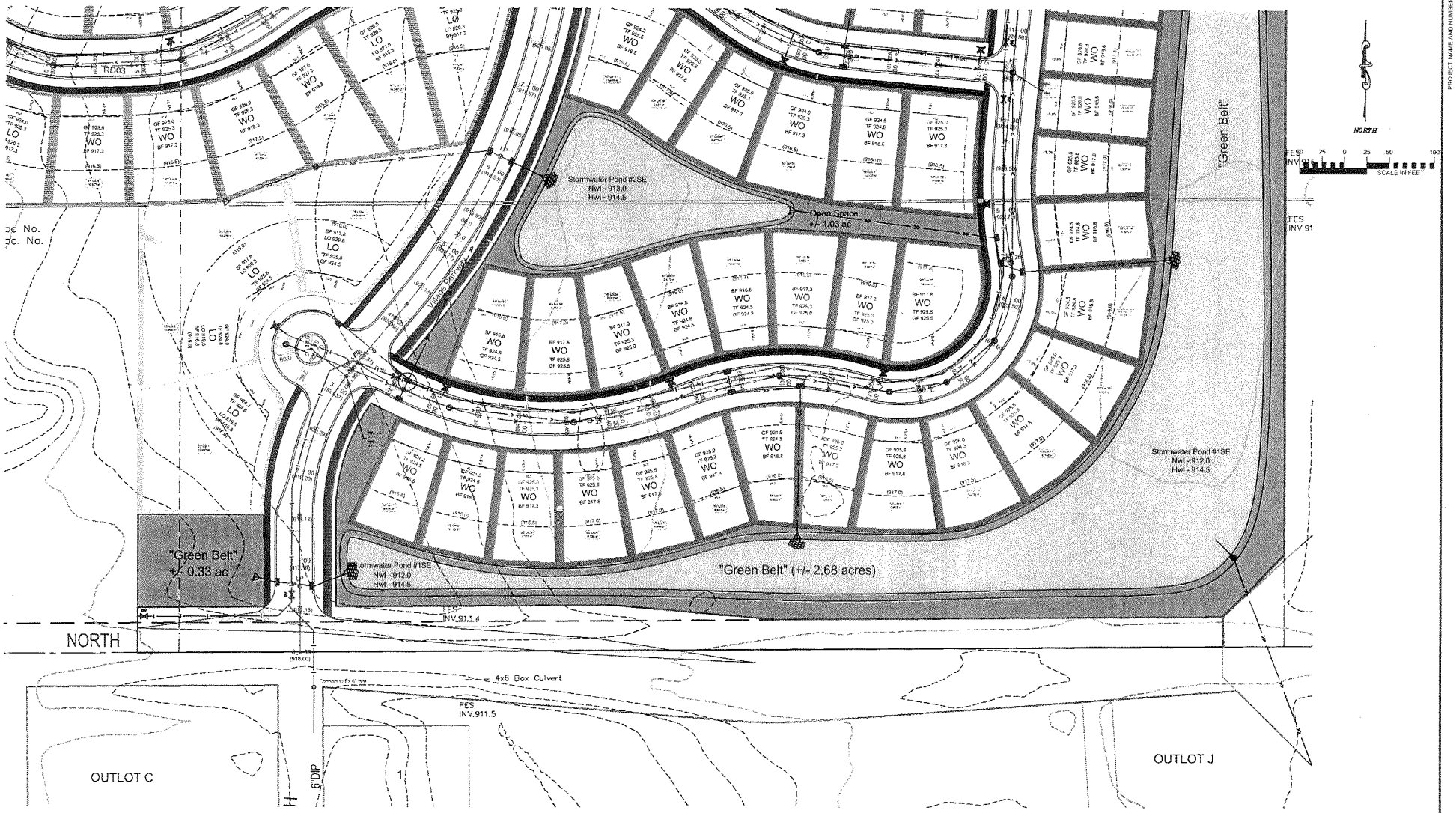
VILLAGE PRESERVE SOUTH
(Parcel E Holliday Parcel)
GWSA LAND DEVELOPMENT

FILE NO.
3120-047



DRAWING NAME	NO.	BY	DATE	REVISIONS
BASE_LAKE ELMO.DWG				
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RSM				
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Date: Lic. No.

SATHRE-BERGQUIST, INC.
150 SOUTH BROADWAY WAYZATA, MN 55391 (952) 476-6000

CITY PROJECT NO.

LAKE ELMO, MINNESOTA

SKETCH PLAN 06-16-14
VILLAGE PRESERVE SOUTH
(Parcel E Holliday Parcel)
GWSA LAND DEVELOPMENT

FILE NO. 3120-047

4 / 4

PROJECT NAME AND NUMBER

VILLAGE PARKWAY COLLECTOR DESIGN GUIDELINES

Village Parkway will serve as a neighborhood collector for the new development in the southeastern Village area, essentially becoming the primary access in and out of the future neighborhoods. Having increased mobility from a typical residential street will be necessary to accommodate the new growth while providing additional access and circulation into and out of the Village Downtown. Between State Highway 5 and the UP Railroad, Village Parkway will provide parking along one or both sides of the street to accommodate the mixed use development planned for the west side of the collector road. South of the UP Railroad, no parking provisions will be accommodated.

The quality of the street and its connections are critically important. The purpose of the proposed street standards are to 1) improve the function and appearance of the street, 2) encourage pedestrian and bicycle use, and 3) reduce the potential for speeding.

2030 PROJECTED ADT = 5,800 [Transportation Plan]. 4-lane road not required in foreseeable future.
STATE AID URBAN DESIGN [8820.9936] – Collector with ADT < 10,000; 35 mph design speed.

TYPICAL SECTION

- Minimum R/W = 80 feet. **PLUS** 10-ft utility easements /clear zones on each side of the street.
- Two-lane Parkway design with no center median, except at intersections.
- Trough Lanes = 14 feet wide from centerline-face of curb, with 2-foot curb reaction zones.
- With Median, curb reaction zone = 1 foot on either side.
- Pavement Section = minimum 10 ton design.
- No on street parking south of UP Railroad.
- Parking on one side required north of UP Railroad. R/W with parking - add 10 feet.
- Minimum parking lane width = 10 feet.
- No super elevation. Maintain 2.0% cross slopes on curves.
- Minimum horizontal curvature is 454 feet.

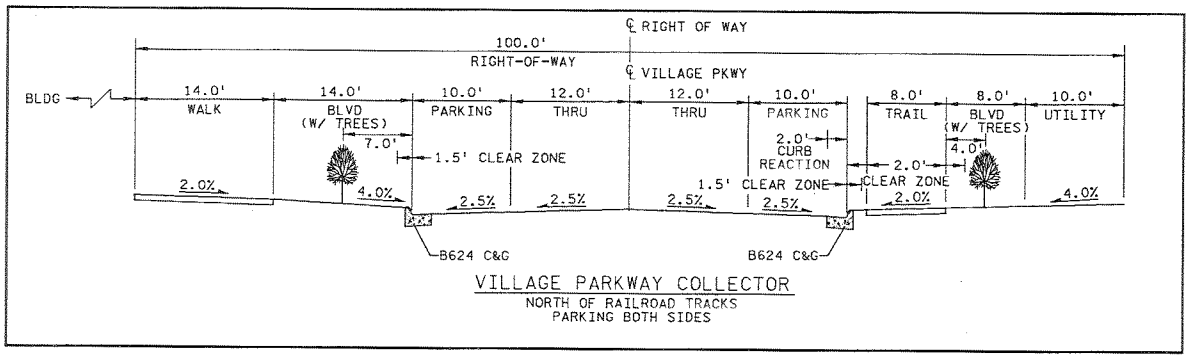
ACCESS SPACING AND INTERSECTION REQUIREMENTS

- Residential driveways prohibited.
- Commercial driveways, non-continuous streets, and continuous local streets every 660 feet.
- Collector streets every 1,320 feet. Arterial streets every 2,640 feet.
- Northbound left and right turn lanes required at 36th Street North.

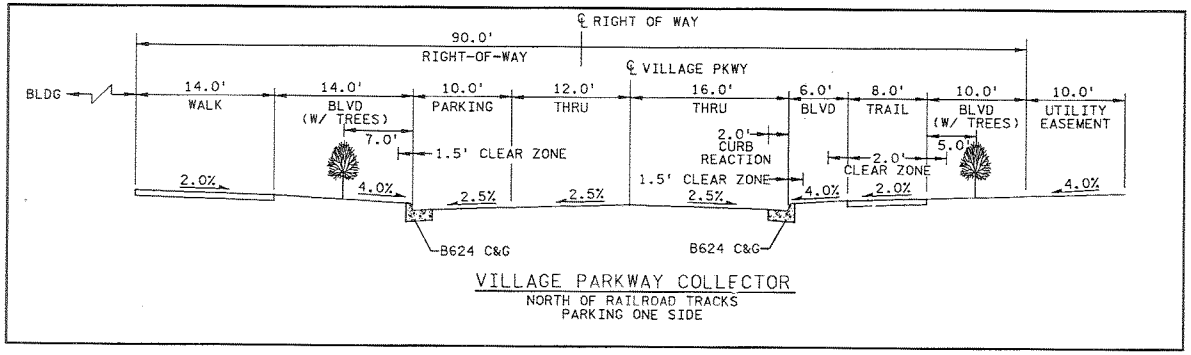
AMENITIES

- East side Bituminous Trail = 8 foot minimum with 5 foot clear zone.
- West side Concrete Sidewalk = 6 foot minimum with 2 foot clear zone.
- Landscaping elements:
  - Boulevards at 7-ft from face of curb [boulevard trees, deciduous trees = 2.5" cal in. minimum + ornamental trees = 1.5" cal in. minimum. Tree spacing = 75 feet on both sides.
  - Landscape Berms, 3 to 5 feet in height, between residential property and street R/W.
  - Site Irrigation.
- Theming Elements:
  - Street Lights -25 ft. poles @ 250 ft. spacing [Xcel Energy - 'Evans' Lamp].
  - Ornamental Street Lights – 15 ft. poles @ intersections [Xcel Energy - 'Acorn' Lamp].
  - Banner Poles at primary gateway intersections.
  - White post & rail fencing along important arterial streets.

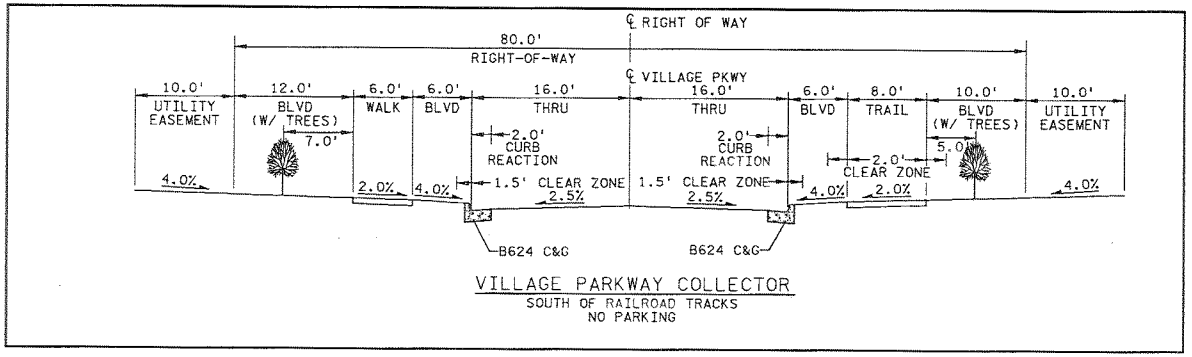
JANUARY 2014



VILLAGE PARKWAY COLLECTOR
NORTH OF RAILROAD TRACKS
PARKING BOTH SIDES



VILLAGE PARKWAY COLLECTOR
NORTH OF RAILROAD TRACKS
PARKING ONE SIDE



VILLAGE PARKWAY COLLECTOR
SOUTH OF RAILROAD TRACKS
NO PARKING

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CITY OF LAKE ELMO

SRF Consulting Group, Inc.

Village Parkway Collector Typical Sections

Figure 2

Job #8132
1/20/2014

MEMORANDUM

FOCUS ENGINEERING, inc.

Cara Geheren, P.E.	**651.300.4261**
Jack Griffin, P.E.	**651.300.4264**
Ryan Stempski, P.E.	**651.300.4267**
Chad Isakson, P.E.	**651.300.4283**

Date: June 27, 2014

To: Kyle Klatt, Planning Director
Cc: Nick Johnson, City Planner
From: Jack Griffin, P.E., City Engineer

Re: Gonyea Shiltgen Farms – Parcel E
Informal Concept Plan Review

An engineering review has been completed for the GWSA Land Development – Shiltgren Parcel E. A Sketch Plan submittal was received on June 17, 2014. The submittal consisted of the following documentation prepared by Sathre-Bergquist, Inc.:

- Sketch Plans dated June 16, 2014.
- Village Preserve South Sketch Plan Narrative, dated June 16, 2014.

We have the following review comments:

MUNICIPAL WATER SUPPLY

- Municipal water supply is available at the Reid Park lift station site and along 30th Street N. Connections to both locations will be required and have been shown on the Sketch Plans.
- Watermain stubs to adjacent property and pipe oversizing will continue to be reviewed by City staff as the development progresses forward and oversizing routes may need to be changed as part of the final construction plans. Watermain oversizing is paid by the City as a reimbursement addressed within the development agreement.

MUNICIPAL SANITARY SEWER

- Municipal sanitary sewer is available at the Reid Park lift station site. The applicant is responsible to extend the municipal sanitary sewer to the development site at developers cost. We understand that the developer is pursuing a trunk sanitary sewer extension project in conjunction with the adjacent property owners.
- Sanitary sewer pipe stubs to adjacent property and pipe oversizing will continue to be reviewed by City staff as the development progresses forward. Revisions may need to be incorporated as part of the final construction plans. Sewer pipe oversizing has been accounted for through the Village East Trunk Sanitary Sewer project. Therefore, the sewer pipe oversizing must be installed at no cost to the City.

STORMWATER MANAGEMENT: Stormwater Management for this development will be a critical design issue.

- The site plan is dependent upon and subject to a storm water management plan meeting State, VBWD and City rules and regulations. Storm water facilities proposed as part of the site plan to meet VBWD permitting requirements must be constructed in accordance with the City Engineering Design Standards Manual available on the City website.

- The general drainage system should mimic the natural topography of the site in order to ensure a drainage system that provides positive storm water drainage across the development. The proposed drainage plan appears to create three landlocked storm water ponds. Overland emergency overflows or outlets will need to be incorporated as part of the site plan.
- The proposed site plan does not appear to provide infiltration basins as required to meet State and watershed infiltration requirements.
- The storm sewer system shall be designed to maintain the City standard **minimum** pipe cover of 3.5 feet. Drain tile is required as part of the City standard street section at all localized low points in the street. Drain tile considerations may impact the storm sewer design and depth requirements at low points.
- The utilmate discharge rate and location will be an important consideration to avoid negative impacts to downstream properties south of 30th Street. The storm water management plan will need to address changes to the downstream drainage system to the extent alterations are proposed.
- It appears that all storm water facilities have been placed in Outlots. These Outlots will need to be deeded to the City for maintenance purposes. The Stormwater facility Outlots must fully incorporate the 100-year HWL and maintenance access roads.
- Preservation of the 30th Street R/W will be important to the City for any future 30th Street improvements. As the plan moves through the process it will be important to keep the storm water facilities from encroaching upon the R/W of 30th Street.

RESIDENTIAL STREETS

- All streets must be designed to meet the City's Engineering Design Standards including R/W width, street width and cul-de-sac radii. The plans appear to substantially conform to this requirement.
- The cul-de-sac intersecting Village Parkway near 30th Street appears to provide driveway access to the four adjacent properties such that direct access is not to Village Parkway. As the development progresses through the process staff will continue to review the geometrics for this intersection.

VILLAGE PARKWAY (NEIGHBORHOOD COLLECTOR STREET)

- Village Parkway will serve as a neighborhood collector for the new development in the southeastern Village area, essentially becoming the primary access in and out of the future neighborhoods. Obtaining increased mobility from a typical residential street will be necessary to accommodate the new growth while providing additional access and circulation into and out of the Village Downtown. Between State Highway 5 and the UP Railroad, Village Parkway will provide parking along one or both sides of the street to accommodate the mixed use development planned for the west side of the collector road. South of the UP Railroad the street will be posted as "No Parking".
- Village Parkway must be constructed according to the Village Parkway design standards and typical section as prepared by City staff. The street design must also meet Municipal State Aid design standards for an urban collector with ADT < 10,000; 35 mph design speed. The projected 2030 ADT is 5,800.
- Right and left turn lanes are required at 30th Street when the Village Parkway intersection is constructed.
- The access management guidelines for Village Parkway must be established by the City and carefully planned out along its entire corridor from 30th Street to State Highway 5.
    - The current Comprehensive Transportation Plan requires a minimum 1/8 mile (660 feet) access spacing requirement for new developments. After additional research, engineering believes this to be a good standard to follow and should be strictly enforced for most developing areas in the City.
    - However, Village Parkway is a newly planned street that will function as a minor neighborhood collector with a design speed of 35 mph and a posted speed of either 30 or 35 mph. Between the UP railroad and 30th Street the roadway will serve only residential development. <u>Therefore this segment of street should be considered a minor collector in an urban core setting that would allow access spacing to be set at 330 feet</u>.

Washington County

Public Works Department

Donald J. Theisen, P.E.
Director

Wayne H. Sandberg, P.E.
Deputy Director/County Engineer

June 24, 2014

Nick Johnson
City Planner
City of Lake Elmo
3600 Laverne Avenue North
Lake Elmo, MN 55042

RE: Washington County comments on the concept plan for the Village Preserve South Residential Development in the City of Lake Elmo

Dear Mr. Johnson,

Thank you for providing the county with the concept plan of the Village Preserve South subdivision in Section 19, Township 29, Range 20, City of Lake Elmo The project will consist of 104 single family residential lots on 63.6 acres Based on review of the plans, we offer the following comments and recommendations to consider as you process this subdivision application through the City of Lake Elmo:

- The proposed access point on 30th Street is acceptable to the County. A collector roadway is identified in the center of the subdivision along CSAH 15/Manning Avenue that will connect to 30th Street to CSAH 15/Manning Avenue and CSAH 17/Lake Elmo Avenue which will then provide a sub-regional connection.

- The Functional Classification of CSAH 15/ Manning Avenue is "A" Minor Arterial Roadway, expander category. The future right-of-way requirement within this section of roadway is 184 feet. As part of the subdivision plat, there should be an additional 42 feet of right-of way dedicated to Washington County. There may be additional right-of-way necessary at the corner of CSAH 15/Manning Avenue.

- A right-of way permit will be required for any work in the CSAH 15/Manning Avenue right-of way as it relates to the development. A plan set is required with the application and include any grading, installation of culverts, installation of water and sewer services, left and right turn lanes on CSAH 15/Manning Avenue, parallel trail grading, signage and any landscaping and other improvements within county right-of-way.

- The proposed project will generate pedestrian/bicycle traffic on CSAH 15/ Manning Avenue. Pedestrians from the future development will need to access any proposed off road trail on CSAH 15/Manning Avenue.

- The developer or the city must submit the drainage report and calculations to our office for review of any downstream impacts to the county drainage system. Along with the drainage calculations, we will request written conclusions that the volume and rate of stormwater run-off into the county right-of way will not increase as part of the project.

As the developer plans the stormwater facilities on this property, there should be consideration for setbacks from county right-of-way and perimeter landscape elements and berming.

- Access control must be dedicated to Washington County along the CSAH 15/Manning Avenue.

- Washington County's policy is to assist local governments in promoting compatibility between land use and highways. Residential uses located adjacent to highways often result in complaints about traffic noise. Traffic noise from this highway could exceed noise standards established by the Minnesota Pollution Control Agency (MPCA), the U.S. Department of Housing and Urban Development, and the U.S. Department of Transportation. Minnesota Rule 7030.0030 states that municipalities are responsible for taking all reasonable measures to prevent land use activities listed in the MPCA's Noise Area Classification (NAC) where the establishment of the land use would result in violations of established noise standards. Minnesota Statute 116.07, Subpart 2a exempts County Roads and County State Aid Highways from noise thresholds.

  County policy regarding development adjacent to existing highways prohibits the expenditure of highway funds for noise mitigation measures in such areas. The developer should assess the noise situation and take any action outside of County right of way deemed necessary to minimize the impact of any highway noise.

If you have any questions or comments to the responses on the Village Preserve concept plan, please contact me at Ann.pung-terwedo@co.washington.mn.us.

Sincerely,

Ann Pung-Terwedo
Senior Planner

C: Carol Hanson, Office Specialist

R/Plat Reviews/City of Lake Elmo/Village Preserve South