

City of Lake Elmo
City Council Workshop
3800 Laverne Avenue North
Lake Elmo, MN 55042
June 21, 2011

5:30 p.m. – 6:30 p.m. (?)

Agenda

1. Commercial Water Rates
2. Trunk Highway 36 Corridor Discussion
3. Adjourn

A social gathering may or may not be held at the Lake Elmo Inn following the meeting.

**CITY OF LAKE ELMO
COUNTY OF WASHINGTON
STATE OF MINNESOTA**

ORDINANCE NO. 08-044B

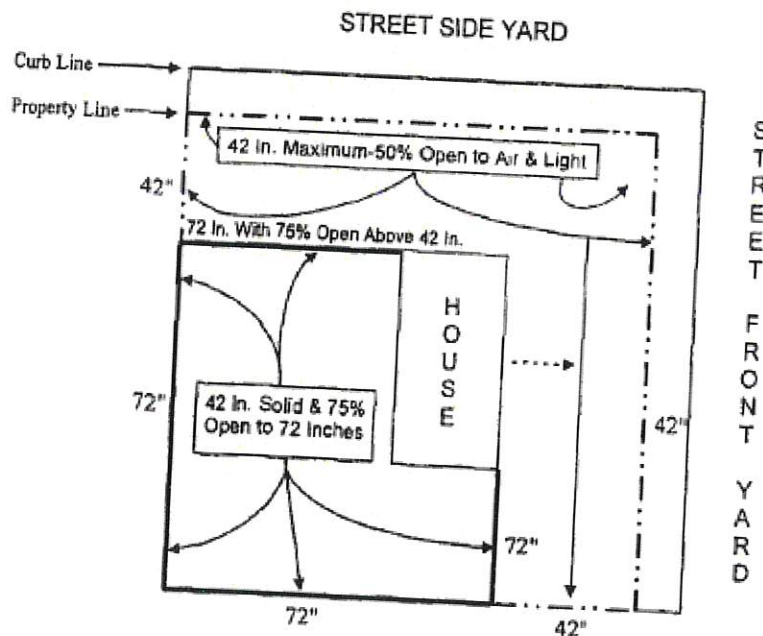
**AN ORDINANCE AMENDING THE FENCE REQUIREMENTS OF
SECTION 154.120 THROUGH SECTION 154.128 TO ALLOW
SOLID FENCES IN CERTAIN SITUATIONS AND TO CLARIFY
THE INTENT OF OTHER SECTIONS**

SECTION 1. The City Council of the City of Lake Elmo hereby amends Title XV:
Land Usage; Chapter 154: Zoning Code, by amending the following language:

§ 154.120 FENCE HEIGHT AND LOCATION.

(A) *Fence height in street setbacks.* No fence shall be constructed exceeding 42 inches in height measured from grade within any front, side (corner), or rear street setback. Fences constructed within the prescribed street setback areas shall be at least 50% open to air and light. (See Figure 154.120)

Figure 154.120: Height of Fencing



(B) *Fence height in interior yards.* No fence shall be constructed exceeding 72 inches in height measured from grade in interior yards; and, any portion of such fence

above 42 inches measured from grade shall be open to light and air over 75% of the surface area.

(C) *Fences on double front corner and through lots.*

(1) Lots with fronting frontage along improved public streets at both the rear yard and the front yard, or along both the side yard and front yard, may apply the standards of division (B) above for fences paralleling the rear or side yards.

(2) When the rear property line of a through lot, or the street-side property line of a corner lot, abuts a public street classified as either a principal arterial, A minor arterial, or B minor arterial in the City's Transportation Plan, a fence parallel to that property line may be constructed up to 72 inches in height, but is not required to be open to light and air. A corner lot must continue to meet safety requirements of 96.03 (B) 19 regarding the obstruction of view of traffic.

(D) *Grade defined.* The grade from which fence height measurements are calculated shall only be from either natural grade or grade modified responsive to a grading plan approved by the city; and, shall not include the height of berms or introduced increases in ground elevation that would raise the effective fence height over that which would be otherwise permitted by this subchapter, except that a combination of raised grade and fence that would exceed in sum the fence height permitted by this section may be specifically approved by the City Council as an element of a subdivision plat or commercial site plan approval establishing specific property grading and topography.

(E) *Easement encroachment.* Where allowed by other divisions of the fence ordinance and other applicable sections, a fence may be constructed up to one foot off a property line unless an easement is present or it is determined a fence would obstruct a drainage area. An Easement Encroachment Agreement, along with a fence permit, allows a fence to be constructed within a city easement after it has been reviewed and approved by the City Engineer and City Council and the applicable fee has been received.

(Ord. 97-137, passed 8-4-2004)

§ 154.121 MATERIALS.

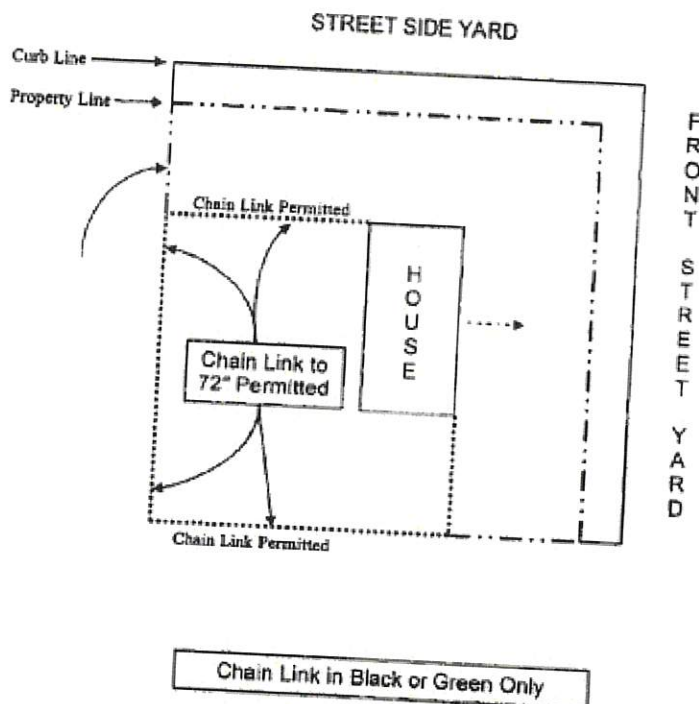
(A) *Permitted fence materials.* Permitted fence materials shall be limited to brick, stone, wood planks, split rail, wrought iron, and as regulated by § 154.123. Vinyl or composite material fences shall also be permitted.

(B) *Finished face of fence.* That side of the fence considered to be the face (finished side as opposed to structural supports and frame) shall face abutting property and public streets.

(C) *Chain link or cyclone fences.* Chain link, and wire mesh fences are permitted to a maximum height of 72 inches measured from grade. No chain link, cyclone or wire

mesh fence shall be permitted in any front, side (corner), or rear street setback. (See Figure 154.121)

Figure 154.121: Cyclone/Chain Link Fencing



(Ord. 97-137, passed 8-4-2004)

§ 154.122 FENCES IN THE SHORELAND OVERLAY DISTRICT.

No fence shall be permitted in the OHW setback of any parcel located in Shoreland, as defined by § 11.01, except where the principal structure is entirely located within the OHW setback. Where the principal structure is at least partially located within the OHW setback, fences complying with the standards of § 154.120(B) may be constructed within the side yard area of the principal structure, but not extending beyond the front and rear exterior walls of the principal structure. Decks, porches and landings of any type shall not be considered a part of the principal structure for the purpose of determining allowable fence.

(Ord. 97-137, passed 8-4-2004)

§ 154.123 TEMPORARY FENCES.

(A) *Defined.* For the purposes of this subchapter temporary fences are those that are installed and removed on a seasonal basis, such as snow fences and garden fences.

Temporary fences shall be open to light and air over not less than 40% of the fence surface area.

(B) *Duration and limitation.* No snow fence shall or posts therefore shall be installed prior to November 1, and must be removed prior to April 15.

(C) *Height and location.* Temporary fences shall comply with the fence and fence location standards of § [154.120](#), except that snow fences shall be set back at least 50 feet from any south or east property line, or such additional distance as may be required to prevent the accumulation of snow on public streets or adjoining property, as determined by the Building Official.

(Ord. 97-137, passed 8-4-2004)

§ 154.124 AGRICULTURAL EXEMPTION.

Fences constructed on parcels in excess of 5 acres for the keeping of horses; and fences constructed on parcels in excess of 10 acres for the keeping of other livestock, as defined by § [11.01](#), are specifically exempted from the provisions of this subchapter. Any such agricultural fencing shall be at least 75% open to air and light.

(Ord. 97-137, passed 8-4-2004)

§ 154.125 FENCES AS SCREENING AND SECURITY, AS REQUIRED.

(A) *Generally.* The Lake Elmo City Code and this chapter include prescribed physical circumstances of a site where screening of uses, equipment, and outside storage is required. In those prescribed circumstances, fence not to exceed 72 inches in height measured from grade may be installed, subject to the following standards:

(1) Required fences for screening and security purposes in Agricultural and Residential zoning districts shall be set back from all property lines equal to the required structure set back of the zoning district in which they are located, except where residential zoned lots share a common property line with commercial uses, or commercial zoning districts and only on the common property line between the residential and commercial parcels.

(Am. Ord. 97-169, passed 5-2-2006)

(2) The provisions of § [154.120](#) regarding fence height measurement from grade shall apply. No combination of earthen berm and fence may exceed the 72-inch maximum height for screening.

(3) Materials used for screening shall be limited to those specified by § [154.121](#).

- (4) No such screening shall be roofed or covered in any manner.

(Ord. 97-137, passed 8-4-2004)

- (5) Solid fence not to exceed 72 inches in height measured from grade may be installed, subject to the following standards:

(a) The total area of any parcel enclosed by solid fencing shall not exceed the maximum allowable area for an accessory structure in the zoning district in which the parcel is located, less the sum of the area of any accessory structures located on the same tax parcel.

(b) The area enclosed by screen fencing shall maintain a ratio of width to length of no greater than 2:1. (See § [154.093](#)).

(c) A screening fence that is not enclosed may be allowed provided the total length of said fence does not exceed the perimeter of the largest accessory building permitted in the zoning district in which the parcel is located, less the sum of the area (or perimeter) of any accessory structures located on the same tax parcel.

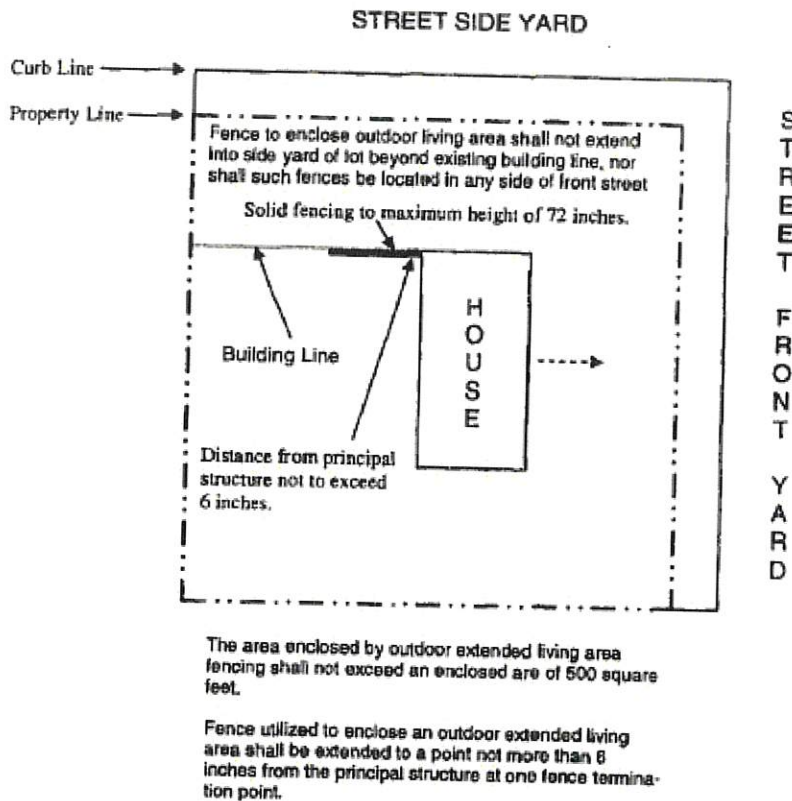
(B) *Outdoor living area extensions.* Solid fencing to a maximum height of 72 inches may be used to enclose outdoor extended living areas of a principal structure, subject to the following standards:

(1) The area enclosed by outdoor extended living area fencing shall not exceed an enclosed area of 500 square feet.

(2) Fence utilized to enclose an outdoor extended living area shall be extended to a point not more than 6 inches from the principal structure at 1 fence termination point.

(3) Fence utilized to enclose an outdoor extended living area shall not extend into side yard of a lot beyond the existing building line of the existing principal structure, nor shall such fences be located in any side or front street yard. (See Figure 154.125)

Figure 154.125: Fencing for Outdoor Living Area



(Am. Ord. 97-155, passed 4-19-2005)

§ 154.126 PERMITS REQUIRED.

(A) Except as noted herein, installation of all fences requires a fence permit issued by the City of Lake Elmo. This permit shall be applied for on such forms, include such documentation, and include such fees to the city for processing as may be prescribed from time to time by the City Council. Fences exempt from requiring an installation permit are limited to the following:

(1) Fences of any type installed for the sole purpose of the keeping of domestic farm animals, as defined by § [11.01](#), and regulated by § [154.104](#)(E) of this Code. All such fences shall be removed by the property owner within 6 months of the termination of the keeping of domestic farm animals, unless an extension is specifically authorized by City Council action; and

(2) Fences of any type installed by municipal, county or state governments and public utilities for facility security or the delineation and/or protection of public rights-of-way.

(B) Failure to obtain a city fence permit prior to the installation of any fence subject to this regulation shall result in an automatic double permit fee, in addition to any

corrective measures to bring the fence into compliance with the standards for fences prescribed by this chapter.

(Ord. 97-137, passed 8-4-2004)

§ 154.127 FENCES AS NON-CONFORMING/HAZARDOUS STRUCTURES.

Fences shall be considered to be structures for the purposes of applying the terms of the non-conforming structure provisions of this chapter, and the hazardous structures provisions of city code and state statute.

(Ord. 97-137, passed 8-4-2004)

§ 154.128 OTHER PROVISIONS; CONFLICTS.

To the extent that provisions of this chapter may conflict with other provisions of the city code regarding the regulation of fences and screening, the provisions of this chapter only shall apply.

(Ord. 97-137, passed 8-4-2004)

SECTION 3. Effective Date

This ordinance shall become effective immediately upon adoption and publication in the official newspaper of the City of Lake Elmo.

SECTION 4. Adoption Date

This Ordinance No. 08-044 was adopted on this 7th day of June 2011, by a vote of ____ Ayes and ____ Nays.

Mayor Dean A. Johnston

ATTEST:

Bruce Messelt
City Administrator

This Ordinance No 08-044 was published on the ____ day of _____,
2011

FILE

City of Lake Elmo
3800 Laverne Avenue North
Lake Elmo, Minnesota

June 21 2011

7:00 p.m.

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE:
- C. ATTENDANCE: ___ Johnston ___ Emmons, ___ Park ___ Pearson ___ Smith
- D. APPROVAL OF AGENDA: (The approved agenda is the order in which the City Council will do its business.)
- E. ORDER OF BUSINESS: (This is the way that the City Council runs its meetings so everyone attending the meeting or watching the meeting understands how the City Council does its public business.)
- F. GROUND RULES: (These are the rules of behavior that the City Council adopted for doing its public business.)
- G. ACCEPT MINUTES:
 - 1. Accept June 7, 2011 City Council Minutes
- H. PUBLIC COMMENTS/INQUIRIES: In order to be sure that anyone wishing to speak to the City Council is treated the same way, meeting attendees wishing to address the City Council on any items NOT on the regular agenda may speak for up to three minutes.
- I. CONSENT AGENDA: (Items are placed on the consent agenda by City staff and the Mayor because they are not anticipated to generate discussion. Items may be removed at City Council's request.)
 - 2. Approve Payment of Disbursements and Payroll
 - 3. Letter of Support for Amendment to MN Rules for MPCA Landfill Siting Requirements
 - 4. Resolution Affirming Participation in the Office of the State Auditor's Voluntary 2011 Performance Measurement Program; Res. No. 2011-022
 - 5. Consider Amended 2011 Fee Schedule; Ordinance 08-045
 - 6. PUD Amendment: Bremer Bank Parking Lot Expansion; Res. No. 2011-023
 - 7. Downtown District Sidewalk Maintenance Project - Authorize Preparation of Plans and Specifications and Obtain Contractor Options

J. REGULAR AGENDA:

8. Recruitment for/Appointment to Planning Commission: Ordinance Revision and Appointments; Ordinance No. 08-046
9. Southern Lake Elmo: Process, Goals and Vision. Review of Draft Policy Document Concerning the Vision and Goals for the I-94 Planning Committee

K. REPORTS AND ANNOUNCEMENTS:

(These are verbal updates and do not have to be formally added to the agenda.)

- Mayor and City Council
- Administrator: Update on Library, Springsted and Animal Control
- City Engineer
- City Attorney
- Planning Director

10. Adjourn

- L. EXECUTIVE SESSION: To Discuss litigation strategies and direction relating to the City of Lake Elmo vs. 3M

A social gathering may or may not be held at the Lake Elmo Inn following the meeting.

City of Lake Elmo
City Council Meeting Minutes

June 7, 2011

Mayor Johnston called the meeting to order at 7:00 p.m.

PRESENT: Mayor Johnston and Council Members Emmons (7:04), Park, Pearson, and Smith

Also Present: Administrator Messelt, Attorney Snyder, and City Engineers Griffin and Stempski, Planning Director Klatt, Finance Director Bouthilet and City Clerk Lumby.

APPROVAL OF AGENDA:

MOTION: Council Member Pearson moved to approve the June 7, 2011 City Council Agenda as amended. ADD: Agenda Item No 10: Summer Schedule for Workshops. Council Member Park seconded the motion. The motion passed 4-0-1 (Emmons abstained from voted as he just arrived at meeting.)

ACCEPTED MINUTES:

The May 17, 2011 City Council minutes, as amended, were accepted by consensus of the City Council.

PUBLIC COMMENTS:

Judy Mitchell, Lake Elmo VFW Auxiliary, presented a POW/MIA flag to the City Council.

Dave Engstrom, Friends of Washington County, presented the proposed amendments to Minnesota Rules for MPCA Landfill Siting Requirements. The State Legislature adopted new statutory requirements and MPCA has promulgated proposed Amendments to the MN Rules Chapter 7001 and 7035 to implement the new statutory requirements. The City Council directed the City Administrator to draft a letter from the City in support of the proposed amendments.

CONSENT AGENDA:

MOTION: Council Member Smith moved to approve the Consent Agenda, as presented. Council Member Pearson seconded the motion. The motion passed 5-0.

- Approve Payment of Disbursements and Payroll in the amount of \$230,685.50

REGULAR AGENDA:

Draft Amendment to Fence Ordinance -- Ordinance No. 08-044 & Resolution 2011-021

The City Council was requested to review the ordinance that was drafted to allow solid fences up to 72 inches in height through lots where the rear yard is adjacent to high traffic roadways under certain circumstances.

Planner Klatt reported that on May 3, 2011 the City Council directed staff to draft an ordinance amending the fence code to allow solid fences to be constructed up to 72 inches in height for those lot lines abutting major roadways on through (double frontage) lots. Option A allows solid fences in the rear yards of through lots that abut roads classified as a principal arterial (such as Highway 36) and A minor arterial (such as Manning Avenue South of Highway 5) or a B minor arterial (Lake Elmo Avenue between Highway 5 and 10th Street).

The Planning Commission reviewed the draft ordinance, held a public hearing and provided a recommendation that included amendments to the draft ordinance (Option B) allowing a solid fence to be constructed up to 72 inches in height along those same roadways previously identified, but also when it is a side or corner yard. The Commission found that if screening fences were allowed on through lots that abut major roadways, then it should also be acceptable to allow such fences along corner lots that are located adjacent to the fence ordinance.

Planner Klatt also pointed out that a fence cannot be erected in the OHWM in the shoreland overlay district.

A resident spoke in support of the ordinance, but stated that he would like to be able to extend a solid fence to all sides of his lot. He suggested reducing the variance fee for fence variances.

Council Member Smith pointed out the fence would look very odd if the third leg of the fence is not the same size as the overall fence.

MOTION: Council Member Smith moved to approve Ordinance No. 08-044A as recommended by the Planning Department except for (c) on page 5 until a diagram is received describing (c). Council Member Park seconded the motion.

MOTION: Mayor Johnston moved to amend the motion by reinserting (c) as proposed by staff. Council Member Pearson seconded the motion. The motion passed 4-1 (Council Member Smith voting against.)

MOTION: Council Member Smith moved to approve Ordinance No. 08-044A as recommended by the Planning Department and Resolution No. 2011-021 for publication. Council Member Park seconded the motion. The motion passed 4-1. (Council Member Smith voted against).

MOTION: Council Member Park moved Agenda Item No. 9 Commercial Water Rate for discussion. Council Member Pearson seconded the motion. The motion passed 5-0.

Commercial Water Rate - Discussion

The City Council voted to table this issue from the May 17 Council meeting to the May 24 workshop for further discussion, but it was cancelled because of a lack of quorum.

The City Council approved the water conservation rate in 2009 in order to comply with state requirements, but the new system has led to unintended spikes in water bills for business like hotels and restaurants that require large volumes of water for their operation.

Tom Bouthilet, Finance Director, presented a number of alternative billing arrangements such as the seasonal rate system. The Staff recommends the City pass on the alternatives and instead modifies its current system, which breaks down businesses and residences into usage tiers with escalating charged per 1,000 gallons used. He said the challenge for the City is to find a way to satisfy state requirements, city revenue needs and commercial users with one system.

Mo French, Wildwood Lodge, stated she appreciated the efforts of the Council and staff, but said the sooner changes are made the better.

This agenda item will be discussed at the next City Council workshop.

Kindred Court Drainage Corrections: Approve plan and order design

The City Council was asked to consider approving the Kindred Court Drainage Corrections project in 2011 by authorizing design, directing staff to obtain contractor quotes, and retaining a contractor to complete the work for a not to exceed total project amount of \$44,200.

Due to a minimal street grade and localized settlement on the street in this area, the roadway has not drained properly over the past several years. The trapped water is a hazard and will continue to further deteriorate the roadway if left unrepaired. The captive water creates a pond in the roadway centered at the end of the driveway at 3720 Kindred Court. During freezing conditions, an ice patch forms in this area that covers over half the road. The Public Works Department has made multiple attempts to correct the issue.

Corrective work for Kindred Court is not part of the City's Street Capital Improvement Plan. Funding for this project would need to come from the street maintenance funds, which, for the 2011 Budget, is already 100% dedicated. This is not an assessable project. The Finance Department identified two funding alternatives.

MOTION: Mayor Johnston moved to approve the Kindred Court Drainage Corrections project to be constructed in 2011 and funded through Bond proceeds for the 2011 Street

Improvement Bonds, for a not to exceed amount of \$44,200. Council Member Pearson seconded the motion. The motion passed 5-0.

Public Meeting: Annual Municipal Separate Storm Sewer System (MS4) Report for 2010 and accept MS4 Annual Report

Ryan Stempski, Assistant City Engineer, reported the City Council is being asked to conduct the Municipal Separate Storm Sewer System (MS4) permit program Public Annual meeting and accept the 2010 MS4 Annual Report.

Mayor Johnston opened the public meeting and there was no one to speak for or against the Report.

MOTION: Council Member Smith moved to accept the Municipal Separate Storm Sewer System (MS4) Annual Report for 2010, and authorize staff to submit this report to the MPCA by June 30, 2011. Council Member Pearson seconded the motion. The motion passed 5-0.

Roles, Responsibilities and Functions of Subcommittees

Council Member Emmons asked the City Council if it was comfortable with Human Resource/Personnel Subcommittee working with Council-Staff relations. Consensus of the Council was that it was comfortable with the work of the HR/Personnel Subcommittee.

Discussion ensued regarding the efficacy of continuing with topics specific Subcommittees or migrating to a "committee of a whole" approach to topics and issues currently addressed via the Subcommittees. Consensus of the Council was to leave the current Subcommittee structure in place as is and review at the end of the year.

The Council extended an invitation to the Planning Commission to attend Council meetings on major issues.

Yellow Ribbon Network; Resignation of Jennifer Pelletier

Jennifer Pelletier has resigned her position as Chair of Beyond the Yellow Ribbon. The Council discussed the process of filling this position. Council Members Park and Smith will continue to contact interested residents, while Mayor Johnston indicated finding a Chair was not the role of the Council, but of the organization. .

The Council recognized Jennifer Pelletier for her efforts and extended service on the Beyond the Yellow Ribbon.

Lake Elmo Avenue Infrastructure Project from I-94 to 30th Street

The City Council was requested to consider approving a Resolution, Accepting Bids and Awarding the contract for the Lake Elmo Avenue Infrastructure Project, I-94 to 30th

Street. Bids were received on April 19, 2011. The City can retain the bids together with the bid securities for not more than 60 days from the date of the bid opening (or until June 19, 2011).

MOTION: Mayor Johnston moved to reject the bids received for the Lake Elmo Avenue Infrastructure Project from I-94 to 30th Street based on:

- *Absence of easements conveyed*
- *Unfavorable bid results*
- *Decline of housing market*

Council Member Pearson seconded the motion. The motion passed 5-0.

City Council Reports:

Council Member Smith asked for a supporting invoice from Springsted, Inc. for number of hours it has worked on the HR/Organizational Personnel Related matters for the last 21 days.

MOTION: Council Member Smith moved to request Springsted, Inc, submit a running tally of time incurred to date of work done on the HR/Organizational Personnel Related matters. Council Member Park seconded the motion. The motion failed 1-4 (Mayor Johnston, Council Members Emmons, Park and Pearson voting against.)

The City Council adjourned the meeting at 10:23 p.m.

Respectfully submitted by Sharon Lumby, City Clerk



MAYOR & COUNCIL COMMUNICATION

DATE: 06/21/2011
CONSENT
ITEM #: 2
MOTION *as part of Consent Agenda*

AGENDA ITEM: Approve Disbursements in the Amount of \$ 169,227.27

SUBMITTED BY: Tom Bouthilet, Finance Director

THROUGH: Bruce Messelt, City Administrator *BAM*

REVIEWED BY: City Staff

SUMMARY AND ACTION REQUESTED: As part of its Consent Agenda, the City Council is asked to approve disbursements in the amount of \$169,227.27. No specific motion is needed, as this is recommended to be part of the overall approval of the *Consent Agenda*.

BACKGROUND INFORMATION: The City of Lake Elmo has fiduciary authority and responsibility to conduct normal business operation. Below is a summary of current claims to be disbursed and paid in accordance with State law and City policies and procedures.

Claim #	Amount	Description
ACH	\$ 7,844.50	Payroll Taxes to IRS 06/16/2011
ACH	\$ 1,327.43	Payroll Taxes to MN Dept. of Revenue 06/16/2011
ACH	\$ 3,993.77	Payroll Retirement to PERA 06/16/2011
DD3373 – DD3409	\$ 25,496.80	Payroll Dated 06/16/2011 (Direct Deposit)
37088 – 37171	\$ 4,934.00	Payroll Dated 06/16/2011
37172 – 37219	\$ 125,227.77	Accounts Payable Dated 06/21/2011
TOTAL	\$ 169,227.72	

STAFF REPORT: City staff has complied and reviewed the attached set of claims. All appears to be in order and consistent with City budgetary and fiscal policies and Council direction

RECOMMENDATION: It is recommended that the City Council approve as part of the Consent Agenda proposed disbursements in the amount of 169,227.77

Alternatively, the City Council does have the authority to remove this item from the Consent Agenda or a particular claim from this item and further discuss and deliberate prior to taking action. If done so, the appropriate action of the Council following such discussion would be:

**“Move to approve the June 21st, 2011, Disbursements as
Presented *[and modified]* herein.”**

ATTACHMENTS:

1. Accounts Payable Dated 06/21/2011

SUGGESTED ORDER OF BUSINESS (if removed from the Consent Agenda):

- Questions from Council to Staff Mayor Facilitates
- Call for Motion Mayor & City Council
- Discussion Mayor & City Council
- Action on Motion Mayor Facilitates

Accounts Payable To Be Paid Proof List

User: joan z
Printed: 06/16/2011 - 12:32 PM
Batch: 003-06-2011

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
ABRAHAMSON Nurseries 23149 05/26/2011 410-480-8000-45200 Buildings and Structures 23149 Total:		187.47	0.00	06/21/2011	Mulch City Sign on Keats		-	No		0000
24516 06/02/2011 101-430-3100-44030 Repairs/Maint Imp Not Bldgs 24516 Total:		187.47 11,779.00	0.00	06/21/2011	MN Dot Grant Reimb Landscaping HWY 5		-	No		0000
ABRAHAMSON Total:		11,779.00 11,966.47								
ADVENTUR Adventure Marine MFG 4008 06/01/2011 101-420-2220-44040 Repairs/Maint Eqpt 4008 Total:		310.00	0.00	06/21/2011	Replacement Prop Guard for Boat		-	No		0000
ADVENTUR Total:		310.00								
ALEXAIR Alex Air Apparatus, Inc 19934 06/03/2011 101-420-2220-44040 Repairs/Maint Eqpt 19934 Total:		81.60	0.00	06/21/2011	Repair Coupling on hydraulic line EI		-	No		0000
ALEXAIR Total:		81.60								
ARAM Aramark, Inc. 629-7250833 05/26/2011 101-430-3100-44170 Uniforms 629-7250833 Total:		47.91	0.00	06/21/2011	Uniforms		-	No		0000
629-7255576 06/02/2011 101-430-3100-44170 Uniforms 629-7255576 Total:		47.91 21.29	0.00	06/21/2011	Uniforms		-	No		0000
629-7257331 06/06/2011 101-410-1940-44010 Repairs/Maint Contractual Bldg 629-7257331 Total:		21.29 115.38	0.00	06/21/2011	Linen City Hall		-	No		0000
		115.38								

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
629-7260220	06/09/2011	21.29	0.00	06/21/2011	Uniforms		-	No		0000
101-430-3100-44170	Uniforms									
	629-7260220 Total:	21.29								
629-7261972	06/13/2011	75.99	0.00	06/21/2011	Monthly Rug service Station #2		-	No		0000
101-420-2220-44010	Repairs/Maint Bldg									
	629-7261972 Total:	75.99								
629-7261973	06/13/2011	75.31	0.00	06/21/2011	Monthly Rug service Station #1		-	No		0000
101-420-2220-44010	Repairs/Maint Bldg									
	629-7261973 Total:	75.31								
	ARAM Total:	357.17								
BIFFS Biff's Inc.										
Multiple	06/01/2011	632.89	0.00	06/21/2011	Portable Restrooms		-	No		0000
101-450-5200-44120	Rentals - Buildings									
	Multiple Total:	632.89								
	BIFFS Total:	632.89								
BUELOW Buelow Excavating										
6556	04/01/2011	5,040.00	0.00	06/21/2011	Contract Snow Plowing		-	No		0000
101-430-3125-43150	Contract Services									
	6556 Total:	5,040.00								
	BUELOW Total:	5,040.00								
BURBBLAC Burber Black Dirt, Inc.										
13608	06/03/2011	222.73	0.00	06/21/2011	Black Dirt		-	No		0000
101-430-3125-42250	Landscaping Materials									
13608	06/03/2011	255.00	0.00	06/21/2011	Black Dirt City Sign Keats		-	No		0000
410-480-8000-45200	Buildings and Structures									
	13608 Total:	477.73								
	BURBBLAC Total:	477.73								
COMCAST COMCAST										
05/27/2011	05/27/2011	7.90	0.00	06/21/2011	Monthly Service		-	No		0000
101-420-2220-44300	Miscellaneous									
	05/27/2011 Total:	7.90								
	COMCAST Total:	7.90								
CTYBLOOM City of Bloomington										
May 2011	05/26/2011	40.00	0.00	06/21/2011	Lab Bacteria Tests		-	No		0000
601-494-9400-42270	Utility System Maintenance									
	May 2011 Total:	40.00								

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
CTYBLOOM Total:		40.00								
CTYOAKDA City of Oakdale										
1000460-01	06/30/2011	12,471.29	0.00	06/21/2011	Water Service 194		-		No	0000
601-494-9400-43820	Water Utility									
10000460-01 Total:		12,471.29								
201105312757	05/31/2011	1,512.36	0.00	06/21/2011	Repairs to L.I		-		No	0000
101-420-2220-44040	Repairs/Maint Eqpt									
201105312757 Total:		1,512.36								
CTYOAKDA Total:		13,983.65								
CTYROSEV City of Roseville										
0214716	06/16/2011	1,551.58	0.00	06/21/2011	Monthly IT Services - June 2011		-		No	0000
101-410-1450-43180	Information Technology/Web									
0214716 Total:		1,551.58								
CTYROSEV Total:		1,551.58								
ECKBERG Eckberg Lamers Briggs Wolff										
05-2011	05/31/2011	3,760.04	0.00	06/21/2011	Legal Services Prosecution May 2011		-		No	0000
101-420-2150-43045	Attorney Criminal									
05-2011 Total:		3,760.04								
111918	05/31/2011	6,279.32	0.00	06/21/2011	Legal Services - Civil		-		No	0000
101-410-1320-43040	Legal Services									
111918	05/31/2011	97.50	0.00	06/21/2011	Legal Services - Development		-		No	0000
203-490-9070-43040	Legal Services									
111918 Total:		6,376.82								
ECKBERG Total:		10,136.86								
EMMONS A Emmons Alex										
06/07/2011	06/07/2011	55.00	0.00	06/21/2011	Cabled Mtg - CC Meeting 6/7/2011		-		No	0000
101-410-1450-43620	Cable Operations									
06/07/2011 Total:		55.00								
EMMONS A Total:		55.00								
ENVENTIS ENVENTIS										
737500	06/01/2011	453.57	0.00	06/21/2011	Telephone/Data Service - PW May 2011		-		No	0000
101-430-3100-43210	Telephone									
737500 Total:		453.57								
738507	06/01/2011	565.23	0.00	06/21/2011	Telephone/Data Service - CH June 2011		-		No	0000
101-410-1940-43210	Telephone									
738507 Total:		565.23								

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
ENVENTIS Total:		1,018.80								
HARTMAN Hartman Homes										
Chk Req	06/08/2011	3,000.00	0.00	06/21/2011	Escrow Return 9149 Lake Jane Trail #7738		-	No		0000
803-000-0000-22900	Deposits Payable	3,000.00								
	Chk Req Total:	3,000.00								
HARTMAN Total:		3,000.00								
JIBLLC JIB, LLC										
Chk Req	06/16/2011	300.00	0.00	06/21/2011	Refund Overpayment due to Keying error		-	No		0000
603-000-0000-37100	Surface Water Utility Sales	300.00								
	Chk Req Total:	300.00								
JIBLLC Total:		300.00								
JOHNSONK Johnson Kristine										
06/08/2011	06/08/2011	37.14	0.00	06/21/2011	Reimbursement for MSFDA		-	No		0000
101-420-2220-44370	Conferences & Training	37.14								
	06/08/2011 Total:	37.14								
JOHNSONK Total:		37.14								
LEOIL Lake Elmo Oil, Inc.										
05/31/2011	05/31/2011	394.66	0.00	06/21/2011	Fuel		-	No		0000
101-420-2220-42120	Fuel, Oil and Fluids	394.66								
	05/31/2011 Total:	394.66								
11768	05/23/2011	1,644.83	0.00	06/21/2011	Fuel		-	No		0000
101-430-3120-42120	Fuel, Oil and Fluids	1,644.83								
	11768 Total:	2,039.49								
LEOIL Total:		2,039.49								
Lillie Newspapers Inc. Lillie Suburban										
05/31/2011	05/31/2011	217.51	0.00	06/21/2011	Public Notices		-	No		0000
101-410-1450-43510	Public Notices	217.51								
	05/31/2011 Total:	217.51								
Lillie Total:		217.51								
LINNER Linner Electric Company, Inc.										
21609	06/13/2011	100.00	0.00	06/21/2011	Electric Work for New Entrance Sign		-	No		0000
101-430-3100-44030	Repairs/Maint Imp Not Bldgs	100.00								
	21609 Total:	100.00								

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO Line #
LINNEN Total:										
LOFF Loffler Companies, Inc.										
1255775	06/02/2011	217.42	0.00	06/21/2011	Copy Machines Overage & Base June 2011		-		No	0000
101-410-1940-44040	Repairs/Maint Contractual Eqpt	217.42								
1255775 Total:		217.42								
LOFF Total:		217.42								
MARONEYS Maroney's Sanitation, Inc										
001398	06/06/2011	108.30	0.00	06/21/2011	Waste Removal - City Hall		-		No	0000
101-410-1940-43840	Refuse	47.68	0.00	06/21/2011	Waste Removal - Fire		-		No	0000
001398	06/06/2011	207.82	0.00	06/21/2011	Waste Removal - Public Works		-		No	0000
101-420-2220-43840	Refuse	207.82	0.00	06/21/2011	Waste Removal - Parks		-		No	0000
001398	06/06/2011	571.62								
101-430-3100-43840	Refuse	571.62								
001398 Total:		571.62								
MARONEYS Total:		571.62								
MBFTE MN Board of Firefighter Train										
06/08/2011	06/08/2011	75.00	0.00	06/21/2011	Required Licensing for Chief Malmquist		-		No	0000
101-420-2220-44330	Dues & Subscriptions	75.00								
06/08/2011 Total:		75.00								
MBFTE Total:		75.00								
MENARDSO Menards - Oakdale										
06/07/2011	06/07/2011	37.91	0.00	06/21/2011	Station #1 items		-		No	0000
101-420-2220-44010	Repairs/Maint Bldg	37.91								
77204	06/07/2011	40.01	0.00	06/21/2011	Sign Finish Materials		-		No	0000
101-450-5200-42250	Landscaping Materials	40.01								
77204 Total:		40.01								
79861	06/09/2011	45.47	0.00	06/21/2011	VFW New Fountain Parts		-		No	0000
404-480-8000-45300	Improvements Other Than Bldgs	45.47								
79861 Total:		45.47								
82108	06/15/2011	16.00	0.00	06/21/2011	Shrink Wrap		-		No	0000
101-430-3100-42150	Shop Materials	16.00								
82108 Total:		16.00								
MENARDSO Total:		139.39								

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
MENARDST Menards - Stillwater 89458 06/16/2011 101-420-2220-44010 Repairs/Maint Bldg 89458 Total: MENARDST Total:		13.97 13.97 13.97	0.00	06/21/2011	Cleaning Supplies		-	No		0000
METCOU Metropolitan Council 0000961815 06/02/2011 602-495-9450-43820 Sewer Utility - Met Council 0000961815 Total: METCOU Total:		1,282.98 1,282.98 1,282.98	0.00	06/21/2011	Monthly Wastewater Service - July 2011		-	No		0000
METRO MU METROPOLITAN MUNICIPALITIES ASSOCI 565 05/20/2011 101-410-1320-44330 Dues & Subscriptions 565 Total: METRO MU Total:		20.00 20.00 20.00	0.00	06/21/2011	Training Conference		-	No		0000
METROFIR Metro Fire 41196 05/26/2011 101-420-2220-44040 Repairs/Maint Eqpt 41196 Total: 41272 06/06/2011 101-420-2220-44040 Repairs/Maint Eqpt 41272 Total: METROFIR Total:		63.12 63.12 478.07 478.07 541.19	0.00	06/21/2011	Repair/replace SCBA restraining on E1 Replace damaged fitting on E2		-	No		0000
MILLEREX Miller Excavating, Inc. 15482 05/26/2011 101-430-3120-43150 Contract Services 15482 Total: 15500 05/31/2011 410-480-8000-45200 Buildings and Structures 15500 Total: MILLEREX Total:		1,112.40 1,112.40 474.91 474.91 1,587.31	0.00	06/21/2011	Grading Gravel Roads Boulders for City Sign on Keats		-	No		0000
MN NATIV Minnesota Native Landscapes 6767 07/08/2011 101-450-5200-44030 Repairs/Maint Imp Not Bldgs 6767 Total:		1,150.00 1,150.00	0.00	06/21/2011	Prairie Restoration - Sunfish Lake Park		-	No		0000

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
MN NATIV Total:		1,150.00								
MTI MTI Distributing Inc.										
789379-00	05/31/2011	286.69	0.00	06/21/2011	Mower Blades		-			No 0000
101-450-5200-42210	Equipment Parts	286.69								
789379-00 Total:		286.69								
MTI Total:		286.69								
NORTH Northland Trust Services, Inc.										
LKEL09B	05/04/2011	6,731.25	0.00	06/21/2011	GO Improvement Bond Series 2009 B		-			No 0000
316-470-7000-46110	Bond Interest	6,731.25			Int					
LKEL09B Total:		6,731.25								
NORTH Total:		6,731.25								
PRESSA Anastasia Press										
06/13/2011	06/13/2011	55.00	0.00	06/21/2011	Mg Cabled Plarming Commission		-			No 0000
101-410-1450-43620	Cable Operations	55.00								
06/13/2011 Total:		55.00								
PRESSA Total:		55.00								
RIVRCOOP River Country Cooperative										
05/31/2011	05/31/2011	1,232.66	0.00	06/21/2011	Fuel		-			No 0000
101-420-2220-42120	Fuel Oil and Fluids	1,232.66								
05/31/2011 Total:		1,232.66								
RIVRCOOP Total:		1,232.66								
ROGERS Rogers Printing Services, Corp										
17919	06/08/2011	358.03	0.00	06/21/2011	Clean up Flyer		-			No 0000
101-430-3200-44300	Miscellaneous	358.03								
17919 Total:		358.03								
ROGERS Total:		358.03								
RUD Prince-Rud Diane										
06/21/2011	06/21/2011	240.00	0.00	06/21/2011	Cleaning City Hall & Annex		-			No 0000
101-410-1940-44010	Repairs/Maint Contractual Bldg	180.00								No 0000
06/21/2011	06/21/2011	5.42	0.00	06/21/2011	Supplies		-			No 0000
101-420-2220-44010	Repairs/Maint Bldg	425.42								
06/21/2011	06/21/2011									
101-410-1940-42110	Cleaning Supplies									
06/21/2011 Total:		425.42								

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
	RUD Total:	425.42								
STEICHEN STEICHEN'S SPORTING GOODS										
219980	06/03/2011	43.18	0.00	06/21/2011	Home Plates (3 each)		-		No	0000
101-450-5200-44030	Repairs/Maint Imp Not Bldgs									
219980	Total:	43.18								
	STEICHEN Total:	43.18								
STEINMAN Steinman Tom										
06/08/2011	06/08/2011	54.17	0.00	06/21/2011	Reimbursement for MSFDA		-		No	0000
101-420-2220-44370	Conferences & Training									
06/08/2011	06/08/2011	25.01	0.00	06/21/2011	Fuel Reimbursement for MSFDA		-		No	0000
101-420-2220-43310	Mileage									
06/08/2011	Total:	79.18								
	STEINMAN Total:	79.18								
STILLMED Stillwater Medical Group										
1340	06/07/2011	334.42	0.00	06/21/2011	Annual Physicals, Winkels. Goodspeed		-		No	0000
101-420-2220-43050	Physicals									
1340	Total:	334.42								
	STILLMED Total:	334.42								
TASCH T.A. Schifsky & Sons Inc										
51334	06/01/2011	603.46	0.00	06/21/2011	Asphalt		-		No	0000
101-430-3120-42240	Street Maintenance Materials									
51334	Total:	603.46								
	TASCH Total:	603.46								
TDS TDS METROCOM - LLC										
651-779-8882	06/02/2011	166.08	0.00	06/21/2011	Analog Lines - Fire		-		No	0000
101-420-2220-43210	Telephone									
651-779-8882	06/02/2011	155.79	0.00	06/21/2011	Analog Lines - Public Works		-		No	0000
101-430-3100-43210	Telephone									
651-779-8882	06/02/2011	104.88	0.00	06/21/2011	Analog Lines - Lift Station Alarms		-		No	0000
602-495-9450-43210	Telephone									
651-779-8882	06/02/2011	42.28	0.00	06/21/2011	Alarm - Well House #2		-		No	0000
601-494-9400-43210	Telephone									
651-779-8882	Total:	469.03								
	TDS Total:	469.03								

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
TESSMAN TESSMAN COMPANY CORP										
S143885-IN	06/02/2011	40.08	0.00	06/21/2011	Erosion Blanket, water main break, retor		-	No		0000
601-494-9400-44030	Repairs/Maint Imp Not Bldgs	40.08								
	S143885-IN Total:	40.08								
	TESSMAN Total:									
TKDA TKDA, Inc.										
002011001442	06/16/2011	5,166.01	0.00	06/21/2011	194 to 30th Street - Village Sanitary		-	No		0000
413-480-8000-43030	Engineering Services									
	002011001442 Total:	5,166.01								
002011001443	06/16/2011	1,446.22	0.00	06/21/2011	Lake Elmo 2010 Street & Water Quality		-	No		0000
417-480-8000-43030	Engineering Services									
	002011001443 Total:	1,446.22								
002011001444	06/16/2011	389.37	0.00	06/21/2011	Lake Elmo Water Systems Strategies		-	No		0000
601-494-9400-43030	Engineering Services									
	002011001444 Total:	389.37								
002011001445	06/16/2011	8,287.44	0.00	06/21/2011	2011 Street Improvement/Water Quality		-	No		0000
418-480-8000-43030	Engineering Services									
	002011001445 Total:	8,287.44								
002011001448	06/16/2011	919.70	0.00	06/21/2011	General Engineering - VRA		-	No		0000
101-420-2400-43030	Engineering									
	002011001448 Total:	919.70								
002011001448	06/16/2011	3,054.20	0.00	06/21/2011	General Engineering - VRA		-	No		0000
101-410-1910-43030	Engineering Services									
	002011001448 Total:	3,054.20								
002011001448	06/16/2011	4,455.48	0.00	06/21/2011	General Engineering - VRA		-	No		0000
409-480-8000-43030	Engineering Services									
	002011001448 Total:	4,455.48								
002011001448	06/16/2011	1,636.50	0.00	06/21/2011	General Engineering - VRA		-	No		0000
404-480-8000-43030	Engineering Services									
	002011001448 Total:	1,636.50								
002011001448	06/16/2011	4,023.17	0.00	06/21/2011	General Engineering - VRA		-	No		0000
602-495-9450-43030	Engineering Services									
	002011001448 Total:	4,023.17								
002011001448	06/16/2011	2,915.32	0.00	06/21/2011	General Engineering - VRA		-	No		0000
603-496-9500-43030	Engineering Services									
	002011001448 Total:	2,915.32								
002011001449	06/16/2011	17,004.37	0.00	06/21/2011	Development - Whistling Valley III		-	No		0000
203-490-9070-43030	Engineering Services									
	002011001449 Total:	17,004.37								
002011001450	06/16/2011	261.32	0.00	06/21/2011	Development - Sanctuary		-	No		0000
203-490-9070-43030	Engineering Services									
	002011001450 Total:	261.32								
002011001451	06/16/2011	647.58	0.00	06/21/2011	General Engineering		-	No		0000
101-430-3100-43030	Engineering Services									
	002011001451 Total:	647.58								
002011001451	06/16/2011	316.35	0.00	06/21/2011	General Engineering		-	No		0000
101-410-1930-43030	Engineering Services									
	002011001451 Total:	316.35								
002011001451	06/16/2011	3,534.65	0.00	06/21/2011	General Engineering		-	No		0000
101-410-1910-43030	Engineering Services									
	002011001451 Total:	3,534.65								
002011001451	06/16/2011	48.68	0.00	06/21/2011	General Engineering		-	No		0000
101-410-1910-43030	Engineering Services									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
002011001451	06/16/2011	2,175.29	0.00	06/21/2011	General Engineering		-		No	0000
602-495-9450-43030	Engineering Services									
	002011001451 Total:	6,074.97								
002011001453	06/16/2011	1,949.46	0.00	06/21/2011	2011 Seal Coat Project		-		No	0000
409-480-8000-43030	Engineering Services									
	002011001453 Total:	1,949.46								
	TKDA Total:	41,226.74								
TRKUTI Truck Utilities										
226920	06/10/2011	42.93	0.00	06/21/2011	Hyd Hose Parts		-		No	0000
101-430-3100-42210	Equipment Parts									
	226920 Total:	42.93								
	TRKUTI Total:	42.93								
VISA-SL VISA										
06/26/2011	06/26/2011	129.54	0.00	06/21/2011	Food - Board of Review & ECFE/CC		-		No	0000
101-410-1110-44300	Miscellaneous				Mtg					
	06/26/2011 Total:	129.54								
	VISA-SL Total:	129.54								
WAS-TRAN Washington County										
20498	05/28/2011	3,169.79	0.00	06/21/2011	Sunfish Lake Trail Grooming		-		No	0000
101-450-5200-44030	Repairs/Maint Imp Not Bldgs									
	20498 Total:	3,169.79								
	WAS-TRAN Total:	3,169.79								
WASHTAX Washington County										
1821	06/02/2011	138.00	0.00	06/21/2011	Document Copies for Rain Garden		-		No	0000
603-496-9500-44300	Miscellaneous Expenses									
	1821 Total:	138.00								
69382	07/01/2011	4,509.84	0.00	06/21/2011	Manufactured Home Assessments		-		No	0000
101-410-1320-43100	Assessing Services									
	69382 Total:	4,509.84								
69389	07/01/2011	4,000.00	0.00	06/21/2011	Legal Property Tax Appeals		-		No	0000
101-410-1320-43040	Legal Services									
	69389 Total:	4,000.00								
69431	06/11/2011	874.00	0.00	06/21/2011	Pay 2011 Special Assessment Billing		-		No	0000
101-410-1320-43100	Assessing Services									
	69431 Total:	874.00								
	WASHTAX Total:	9,521.84								

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO Line #
XCEL Xcel Energy										
51-4504807-7	06/16/2011	194.04	0.00	06/21/2011	Lights at Legion Park		-		No	0000
101-450-5200-43810	Electric Utility									
51-4504807-7	06/16/2011	80.97	0.00	06/21/2011	Lift Station		-		No	0000
602-495-9450-43810	Electric Utility									
51-4504807-7	06/16/2011	30.70	0.00	06/21/2011	Traffic Lights		-		No	0000
101-430-3160-43810	Street Lighting									
51-5275289-3	51-4504807-7 Total:	305.71								
101-450-5200-43810	Electric Utility	9.95	0.00	06/21/2011	Pebble Park		-		No	0000
51-5356323-8	51-5275289-3 Total:	9.95								
601-494-9400-43810	Electric Utility	1,402.64	0.00	06/21/2011	Wells 1 & 2		-		No	0000
51-6736544-2	51-5356323-8 Total:	1,402.64								
101-430-3160-43810	Street Lighting	1,874.99	0.00	06/21/2011	Street Lights		-		No	0000
51-6956201-4	51-6736544-2 Total:	1,874.99								
101-450-5200-43810	Electric Utility	316.29	0.00	06/21/2011	VFW Ballfield Ls		-		No	0000
51-8126093-5	51-6956201-4 Total:	316.29								
601-494-9400-43810	Electric Utility	19.28	0.00	06/21/2011	Water Tower 2		-		No	0000
51-8126093-5 Total:		19.28								
XCEL Total:		3,928.86								
Report Total:		125,630.77								



MAYOR & COUNCIL COMMUNICATION

DATE: 6/21/2011
CONSENT
ITEM #: 3
MOTION

AGENDA ITEM: Letter of Support for Amendment to Minnesota Rules for MPCA Landfill Siting Requirements

SUBMITTED BY: Bruce Messelt, City Administrator *BAM*

THROUGH: Mayor and City Council Request

REVIEWED BY: Kyle Klatt, Planning Director
Dave Snyder, City Attorney
Jack Griffin, City Engineer

SUMMARY AND ACTION REQUESTED: The City Council is respectfully requested to authorize as part of tonight's *Consent Agenda* the execution of Letter of Support for proposed amendments to the Minnesota Rules, chapter 7001 and 7035 delineating additional siting requirements for MPCA approval of certain landfills. Authorization of the conveyance of the requested letter is required tonight in order to meet the June 24th, 2011 deadline.

BACKGROUND INFORMATION: The City has been supportive of efforts by the Friends of Washington County and other organizations to address concerns regarding siting of landfills where groundwater contamination is more likely. The State Legislature adopted new statutory requirements and MPCA has promulgated proposed Amendments to the Minnesota Rules Chapters 7001 and 7035 to implement the new statutory requirements.

STAFF REPORT: On June 7th, the Friends of Washington County presented the proposed Amendments to the Mayor and City Council. At that meeting, the City Council directed the City Administrator to draft a letter from the City in support of the proposed Amendments. The attached letter has been drafted and reviewed by the City Attorney, Engineer and Planner.

RECOMMENDATION: Based upon previous Council direction, the above background information and staff report, it is recommended that the City Council approve the Letter of Support as part of tonight's *Consent Agenda*.

Alternatively, the City Council does have the authority to remove this item from the *Consent Agenda* and further discuss, deliberate and, if appropriate, amend the recommended motion prior to taking action. If done so, the appropriate action of the Council following such discussion would be:

“Move to approve the proposed Letter of Support for proposed amendments to the Minnesota Rules, chapter 7001 and 7035 delineating additional siting requirements for MPCA approval of certain landfills, as presented [and modified/amended] at tonight’s meeting.”

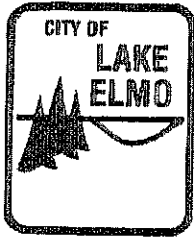
ATTACHMENTS:

1. Proposed Letter of Support
2. Draft Letter of Support from Friends of Washington County
3. MPCA Notice of Intent to Adopt Rules without a Public Hearing

SUGGESTED ORDER OF BUSINESS (if removed from the Consent Agenda):

- Questions from Council to Staff Mayor Facilitates
- Call for Motion Mayor & City Council
- Discussion Mayor Facilitates
- Action on Motion Mayor & City Council

DRAFT



City of Lake Elmo

3800 Laverne Avenue North • Lake Elmo, MN 55042 • www.lakeelmo.org
Phone: (651) 777-5510 • Fax: (651) 777-9615

June 22nd, 2011

Mr. Nathan Cooley
Minnesota Pollution Control Agency -
Municipal Division
520 Lafayette Road
2798 Jamley Ave N.
St. Paul, MN 55155

Re: Comments Regarding Proposed Amendment to Minnesota Rules, Chapter 7001 and 7035
(New Part 7001.3111 Additional Siting Requirements for Certain Landfills that Have Not
Received a Permit before January 1, 2011; and Revised Part 7035.2525 Solid Waste
Management Facilities Governed)

Dear Mr. Cooley;

Thank you for the opportunity for the City of Lake Elmo, MN and other interested parties and individuals to submit written comments regarding the proposed rules. On behalf of the Lake Elmo City Council, the City supports the proposed rules and finds these concise, well developed and consistent with the statutory requirements and intent of the underlying legislation.

In addition, the proposed rules balance well the objectives of preservation of current and future groundwater resources, varied geographic, geologic and geomorphic conditions, and appropriate siting, construction and management of needed current and future landfills within the State of Minnesota. Such rules compromise neither needed environmental protection nor legitimate economic and regulatory consideration in the reasonable siting, construction and management of current and future landfills.

Thank you again for soliciting written comments regarding the proposed rules.

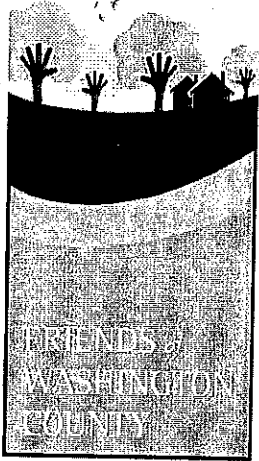
Sincerely;

Bruce A. Messelt
City Administrator

Attachment(s): None

CC: Honorable Mayor and City Council Members, City of Lake Elmo
Mr. Jack Griffin, TKDA, City Engineer
Official File

DRAFT



P.O. Box 2058
Stillwater, MN 55082

651.491.1981
friendsofwashco.org

Date: June 13, 2011

To: Nathan Cooley, Minnesota Pollution Control Agency

From: Friends of Washington County

Re: DRAFT COMMENTS FOR REVIEW AND APPROVAL
Proposed Amendment to Minnesota Rules, Chapters 7001 and 7035 (New Part 7001.3111 Additional Siting Requirements for Certain Landfills that Have Not Received a Permit before January 1, 2011; and Revised Part 7035.2525 Solid Waste Management Facilities Governed)

Friends of Washington County (FWC) is submitting comments in support of the above referenced rule change. These comments reiterate many of the arguments we have made throughout the rulemaking process.

Subp. 3(A). FWC supports the concept that landfills are inherently safer when they are sited in areas with slower groundwater flow velocities and a longer predicted minimum travel time. Faster velocities and sandier soils may allow for earlier detection of leaks and easier remediation, but the objective of landfill siting should be containment rather than cleanup of leaking contaminants.

The proposed minimum travel time of 100 days is loosely based on requirements for compliance boundary setbacks and monitoring intervals. We feel it is a workable criterion. A predicted travel time of more than 100 days would not be sufficiently protective of human health and the environment.

FWC would like to stress that predicted travel times should be based on field tests (testable and objective criteria) such as dye tracing rather than on modeling alone. Models have proven to be notoriously inaccurate at predicting groundwater contaminant flow, primarily due to the large number and complexity of variables affecting the underground environment. In areas where karst may be present, field tests and modeling should be conducted by a professional geologist who has training and experience in karst terrains.

Subp. 3(C). FWC supports a waste area setback from karst features. The presence of karst features in the vicinity of a proposed landfill is a strong indicator that karst exists or may develop in the landfill footprint (out to the compliance boundary). However, we feel that 200 feet is a minimal setback distance. FWC previously proposed and still supports a setback of 1000 feet, but a setback of 200 ft is acceptable. A setback of less than 200 ft would not represent a reasonable interpretation of the scientific data, and would not be sufficiently protective of human health and the environment.

(continued on page 2)

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DRAFT

DRAFT Comments
Landfill Siting Requirements
June 13, 2011

Subp. 3(D). FWC strongly supports the concept that greater separation between the waste and the carbonate bedrock will reduce the potential for future karst development within the waste footprint (out to the compliance boundary). Since karst development can lead to structural instability and rapid groundwater movement, reducing the potential for karst development is protective of human health and the environment.

The vertical separation distance of 50 feet is reasonable and is acceptable. Clearly a greater separation distance would be more protective, and smaller separation distance would be less protective. The 50 foot distance is supported by scientific evidence. Research conducted by Dr. Calvin Alexander at the University of Minnesota shows that more than 90 percent of karst features that can be identified at the identified at the surface are located in areas with 50 feet or less of unconsolidated material over bedrock.

A separation distance of less than 50 feet in the regulations would be unreasonable and would not be sufficiently protective of human health and the environment. If future landfills must be sited in areas with less than 50 feet of undisturbed, unconsolidated material, the burden of proof should fall on the proposer to demonstrate why the location is inherently safe.

The concept of undisturbed, unconsolidated overburden is a critical part of Subp. 3(D). Karst can develop whenever there is a change, either positive or negative, to the loading and groundwater recharge above carbonate bedrock. Clearly it is impossible not to affect those conditions when constructing a landfill. It is reasonable to expect that the conditions remain undisturbed before landfill construction, and that the disturbance be minimized in and around the landfill area during and after construction.

Finally, FWC supports the concept that the intrinsic suitability of a proposed site for landfilling should be a separate and discrete step in landfill siting. A site should be judged to be suitable for landfilling, or not, on its geologic and hydrological characteristics, and not on the ability of engineering to render a facility permissible. This rule-making effort was premised on the need for site geology and hydrology to minimize the impact of a failure of engineering. Once a site has been judged to be suitable for landfilling we expect the industry to bring all of its engineering resources to bear making the facility as safe as possible. But a safe site depends not only on engineering, but on the intrinsic character of the site itself.

We hope that the proposed rule will be adopted with no weakening of any of its key components—which we see as including the 50 foot rule, the 200 foot setback and the 100 day time of travel. We note that both the 50 foot rule and the 200 foot setback provisions of the proposed rule provide variance procedures which, if utilized, clearly would require less than 50 feet and less than 200 feet of separation from carbonate bedrock and existing karst features, respectively. If there is ever a special circumstance which would render the 50 foot and/or 200 foot separations moot for a particular project—and we seriously doubt that such a case can be made, but if it were—the opportunity to apply a lesser standard already exists. Therefore, the proposed standards which make up the heart of this rule should not be reduced—that is, weakened—directly.

Thank you for your consideration of these comments.

Minnesota Pollution Control Agency

Municipal Division

Notice of Intent to Adopt Rules without a Public Hearing

Proposed Amendment to *Minnesota Rules*, Chapters 7001 and 7035 (New Part 7001.3111 Additional Siting Requirements for Certain Landfills that Have Not Received a Permit before January 1, 2011; and Revised Part 7035.2525 Solid Waste Management Facilities Governed)

Introduction. The Minnesota Pollution Control Agency (Agency) intends to adopt rules without a public hearing following the procedures in the rules of the Office of Administrative Hearings, *Minnesota Rules*, parts 1400.2300 to 1400.2310, and the Administrative Procedure Act, *Minnesota Statutes*, sections 14.22 to 14.28. You may submit written comments on the proposed rules and may also submit a written request that a hearing be held on the rules until 4:30 p.m. on Friday, June 24, 2011.

Agency Contact Person. You must submit comments or questions on the rules and written requests for a public hearing to the Agency contact person. The Agency contact person is: Nathan Cooley at the Minnesota Pollution Control Agency, 520 Lafayette Road, Saint Paul, MN 55155, phone 651-757-2290, fax 651-297-8676, and e-mail nathan.cooley@state.mn.us. TTY users may call the Agency contact person at TTY phone 651-282-5332.

Subject of Rules and Statutory Authority. The proposed rules provide additional limits on where certain newly-permitted landfills may be sited. The Agency has general authority to adopt and amend existing solid waste rules under *Minnesota Statute* § 116.07, subd. 2 and subd. 4(b). Additionally, in May 2008 and May 2010, the Legislature amended *Minnesota Statute* § 116.07, subds. 4(c), 4(d) and 4h, to provide specific authority to prohibit siting certain types of solid waste land disposal facilities that have not received a permit before January 1, 2011, based on an area's sensitivity to groundwater contamination and where karst is likely to develop. The statute specifies that sensitivity to groundwater contamination is based on the predicted minimum time of travel of groundwater contaminants from the solid waste to the compliance boundary. The statute requires that the rules specify testable or otherwise objective thresholds for these criteria. Finally, *Minnesota Statute* § 116.07, subd. 4(d) provides a moratorium on permitting specified types of new landfills until the Agency promulgates rules that address the legislative directive. *Minnesota Statute* § 14.125, allows agencies to amend existing rules and requires agencies to propose rules within 18-months of receiving specific legislative authorization (by November 17, 2011). A copy of the proposed rules is published in the *State Register* and attached to this notice as mailed.

Comments. You have until 4:30 p.m. on Friday, June 24, 2011, to submit written comment in support of or in opposition to any element of the proposed rules. Your comment must be in writing and the Agency contact person must receive it by the close of the comment period. The Agency encourages comment on any aspect of the rules. Your comment should identify the portion of the proposed rules addressed and the reason for the comment. You are encouraged to propose any change desired.

Request for a Hearing. In addition to submitting comments, you may also request that the Agency hold a public hearing on the rules. Your request must be in writing and the Agency contact person must receive it by the close of the comment period. Your written request for a public hearing must include your name and address. You must identify the portion of the proposed rules that you object to or state that you oppose the entire set of rules. Any request that does not comply with these

requirements is not valid and the Agency cannot count it when determining whether it must hold a public hearing. You are also encouraged to state the reason for the request and any changes you want made to the proposed rules.

Withdrawal of Requests. If 25 or more persons submit a valid written request for a hearing, the Agency will hold a public hearing unless a sufficient number withdraw their requests in writing. If enough requests for hearing are withdrawn to reduce the number below 25, the Agency must give written notice of this to all persons who requested a hearing, explain the actions the Agency took to affect the withdrawal, and ask for written comments on this action. If a public hearing is required, the Agency will follow the procedures in *Minnesota Statutes*, §§ 14.131 to 14.20.

Alternative Format. Upon request, this information can be made available in an alternative format, such as large print, braille, or audio. To make such a request, please contact the Agency contact person at the address or telephone number listed above.

Modifications. The Agency may modify the proposed rules as a result of public comment. The modifications must be supported by comments and information submitted to the Agency, and the adopted rules may not be substantially different than these proposed rules, unless the Agency follows the procedure under *Minnesota Rules*, part 1400.2110. If the proposed rules affect you in any way, the Agency encourages you to participate in the rulemaking process.

Statement of Need and Reasonableness. The Statement of Need and Reasonableness attempts to provide rationale for the proposed rules. It describes who will likely be affected and estimates the probable costs of the proposed rules. It is now available from the Agency contact person. You may review it or obtain copies for the cost of reproduction by contacting the Agency contact person.

Lobbyist Registration. *Minnesota Statutes*, chapter 10A, requires each lobbyist to register with the State Campaign Finance and Public Disclosure Board. You should direct questions about this requirement to the Campaign Finance and Public Disclosure Board at: Suite 190, Centennial Building, 658 Cedar Street, St. Paul, Minnesota 55155, telephone 651-296-5148 or 800-657-3889.

Adoption and Review of Rules. If no hearing is required, the Agency may adopt the rules after the end of the comment period. The Agency will then submit the rules and supporting documents to the Office of Administrative Hearings for review for legality. You may ask to be notified of the date the Agency submits the rules to the Office. If you want to be so notified, or want to receive a copy of the adopted rules, or want to register with the Agency to receive notice of future rule proceedings, submit your request to the Agency contact person listed above.

5/5/11

Date


Paul Aasen, Commissioner

1.1 **Pollution Control Agency**1.2 **Proposed Permanent Rules Relating to Landfill Siting**1.3 **7001.3111 ADDITIONAL SITING REQUIREMENTS FOR CERTAIN**
1.4 **LANDFILLS THAT HAVE NOT RECEIVED A PERMIT BEFORE JANUARY 1,**
1.5 **2011.**

1.6 Subpart 1. Applicability. In addition to the requirements of this chapter and chapter
1.7 7035, after January 1, 2011, an applicant for a solid waste land disposal facility permit
1.8 that is not a contiguous expansion of a permitted facility or a noncontiguous expansion
1.9 within 600 yards of a permitted facility must demonstrate to the commissioner that the
1.10 facility meets the additional requirements of this part, unless that facility will accept only
1.11 demolition and construction debris and incidental packaging or that facility will accept
1.12 only industrial waste that is limited to wood, concrete, porcelain fixtures, shingles, or
1.13 window glass resulting from the manufacture of building materials.

1.14 Subp. 2. Site evaluation. The applicant must comply with parts 7001.3175,
1.15 7001.3200, and 7001.3275.

1.16 Subp. 3. Siting standards. The applicant must demonstrate to the commissioner
1.17 using testable or otherwise objective data that the proposed landfill site meets the criteria in
1.18 item A or B and the criteria in items C and D. The applicant must provide a certification for
1.19 site and groundwater conditions from a professional geologist licensed in Minnesota and a
1.20 certification for structural conditions from a professional engineer licensed in Minnesota.

1.21 A. The predicted minimum time of travel of groundwater contaminants from
1.22 the proposed landfill's base grade to an approvable proposed compliance boundary is at
1.23 least 100 days.

1.24 B. Groundwater flow is known in sufficient detail to allow monitoring for
1.25 potential contaminant releases, and site and groundwater conditions would allow the
1.26 owner/operator sufficient space and time to implement corrective actions to prevent

2.1 contaminants released from the landfill from exceeding applicable standards at a
2.2 compliance boundary.

2.3 C. No karst exists within 200 feet laterally of the proposed waste fill area.

2.4 D. At sites where carbonate bedrock exists, either of the following conditions
2.5 are met within the area of the compliance boundary:

2.6 (1) more than 50 feet of undisturbed, unconsolidated overburden has been
2.7 maintained prior to construction of the landfill so that karst is not likely to develop; or

2.8 (2) based on the site evaluation in subpart 2, employing field techniques
2.9 approved by the commissioner, the commissioner finds that karst is not likely to develop
2.10 and the site will support the proposed landfill structure.

2.11 **7035.2525 SOLID WASTE MANAGEMENT FACILITIES GOVERNED.**

2.12 [For text of subp 1, see M.R.]

2.13 Subp. 2. **Exceptions.** Parts 7035.2525 to 7035.2915 do not apply to the following
2.14 solid waste management facilities or persons, except as indicated:

2.15 [For text of items A to E, see M.R.]

2.16 F. industrial solid waste land disposal facilities, except that those receiving an
2.17 initial permit after January 1, 2011, must comply with part 7035.2555;

2.18 [For text of items G to K, see M.R.]



MAYOR & COUNCIL COMMUNICATION

DATE: 6/21/2011
CONSENT
ITEM #: 4
MOTION *as part of the Consent Agenda*
Resolution No. 2011-022

AGENDA ITEM: Resolution Affirming Participation in the Office of the State Auditor's Voluntary 2011 Performance Measurement Program

SUBMITTED BY: Tom Bouthilet, Finance Director

THROUGH: Bruce A. Messelt, City Administrator *BKM*

REVIEWED BY: Joe Rigdon, KDV, Finance Consultant

SUMMARY AND ACTION REQUESTED: The City Council is respectfully requested to consider Resolution No. 2011-022, affirming the City's participation in the Office of the State Auditor's Voluntary 2011 Performance Measurement Program. No specific motion is needed, as this is recommended to be part of the overall approval of the *Consent Agenda*.

BACKGROUND INFORMATION & STAFF REPORT: The 2010 State Legislature enacted legislation calling for the Council on Results and Innovation to establish a standard set of performance measures for cities that will "aid residents, taxpayers, and state and local elected officials in determining the efficacy of . . . cities in providing services . . ." The Council has established these performance measurements (attached) and is soliciting, through the Office of the State Auditor, voluntary participation in the 2011 effort (also attached).

In addition to the results generated from participation, benefits to participating cities include remuneration of \$0.14 per capita and exemption from levy limits for the participating year. The program is anticipated to run (and be funded) on a voluntary basis for 2011 and 2012.

City staff has discussed this program with the State Program Manager and determined that sufficient flexibility exists within the program to allow for Lake Elmo to participate on both a cost effective and activity-specific basis. It is anticipated that the approximately \$1,200 in revenue from the State will fully cover the City's expense in formulating and executing the required survey and the gathering and publishing of the collected data and results.

RECOMMENDATION: Based upon the above Background Information and Staff Report, it is respectfully recommended that the City Council consider Resolution No. 2011-022, affirming the City's participation in the Office of the State Auditor' Voluntary 2011 Performance Measurement Program. No specific motion is needed, as this is recommended to be part of the overall approval of the *Consent Agenda*.

Alternatively, the City Council does have the authority to remove this item from the Consent Agenda and further discuss and deliberate prior to taking action. While tabling this item is not recommended – the deadline for determining participation is July 1st, 2011 - the Council may elect to amend the recommended motion. If done so, the appropriate action of the Council following such discussion would be:

“Move to approve Resolution No. 2011-022, affirming the City's participation in the Office of the State Auditor' Voluntary 2011 Performance Measurement Program [as amended/modified at tonight's meeting].”

ATTACHMENTS:

1. Resolution No. 2011-022
2. Letter from the Office of the State Auditor regarding the 2011 Performance Measurement Program
3. The Council on Local Results and Innovation 2011 Legislative Report

SUGGESTED ORDER OF BUSINESS (if removed from the Consent Agenda):

- Questions from Council to Staff Mayor Facilitates
- Call for Motion Mayor & City Council
- Discussion Mayor Facilitates
- Action on Motion Mayor & City Council

**CITY OF LAKE ELMO
WASHINGTON COUNTY, MINNESOTA**

RESOLUTION NO. 2011-022

*A RESOLUTION AFFIRMING THE CITY'S PARTICIPATION IN THE OFFICE OF THE
STATE AUDITOR' VOLUNTARY 2011 PERFORMANCE MEASUREMENT PROGRAM*

WHEREAS, the City of Lake Elmo is a municipal corporation organized and existing under the laws of the State of Minnesota; and

WHEREAS, The 2010 State Legislature enacted legislation calling for the Council on Results and Innovation to establish a standard set of performance measures for cities; and

WHEREAS, such performance measures will aid residents, taxpayers, and state and local elected officials in determining the efficacy of cities in providing services; and

WHEREAS, the Council has established these performance measurements and is soliciting, through the Office of the State Auditor, voluntary participation in the 2011 effort; and

WHEREAS, in addition to the results generated from participation, benefits to participating cities include remuneration of \$0.14 per capita and exemption from levy limits for the participating year; and

WHEREAS, sufficient flexibility exists within the program to allow for Lake Elmo to participate on both a cost effective and activity-specific basis.

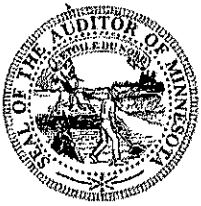
NOW, THEREFORE, be it resolved by the City Council of the City of Lake Elmo, that the City does hereby affirm its intention to participate in the Office of the State Auditor's Voluntary 2011 Performance Measurement Program.

Passed and duly adopted this 21st day of June, 2011 by the City Council of the City of Lake Elmo, Minnesota.

ATTEST:

Dean A. Johnston, Mayor

Bruce Messelt, City Administrator



REBECCA OTTO
STATE AUDITOR

STATE OF MINNESOTA
OFFICE OF THE STATE AUDITOR

SUITE 500
525 PARK STREET
SAINT PAUL, MN 55103-2139

(651) 296-2551 (Voice)
(651) 296-4755 (Fax)
state.auditor@state.mn.us (E-mail)
1-800-627-3529 (Relay Service)

June 1, 2011

JUN - 2 2011

Dear City Clerk/Finance Officer/County Auditor:

In 2010, the Legislature created the Council on Local Results and Innovation. In February 2011, the Council released a standard set of ten performance measures for counties and ten performance measures for cities that will aid residents, taxpayers, and state and local elected officials in determining the efficacy of counties and cities in providing services, and measure residents' opinions of those services. By February of 2012, the Council must create comprehensive performance measurement systems for cities and counties to implement in 2012. Cities and counties that choose to participate in the new standards measure program may be eligible for a reimbursement in LGA, and exemption from levy limits.

Participation in the standard measures program by a city or a county is voluntary. Counties and cities that choose to participate in the standard measures program must officially adopt the corresponding 10 performance benchmarks developed by the Council, and implement them in 2011. They will be required to communicate the results of the measures to their residents the following calendar year. A county or city that elects to participate in the standard measures program for 2011 is eligible for a reimbursement of \$0.14 per capita in local government aid, not to exceed \$25,000 and is also exempt from levy limits under sections 275.70 to 275.74 for taxes payable in 2012, if levy limits are in effect.

In order to receive the per capita reimbursement in 2011, and levy limit exemption for calendar year 2012, counties and cities must:

- ✓ File a report with the Office of the State Auditor by July 1, 2011. This report will consist of a declaration approved by the city council or county board stating that the city/county has adopted the corresponding 10 performance measures developed by the Council.

Annual reporting will be required by the cities and counties that participate in the program. By July 1, 2012, cities and counties will be required to report to the OSA that they have adopted both the performance benchmarks, and the performance measure system released by the Council in February of 2012. A declaration will be required that the city/county has reported or will report the results for calendar 2011 of the 10 adopted measures to its residents before the end of calendar year 2012.

To meet the reporting requirements for 2011, a copy of the declaration in a PDF format can be attached to an email and sent to gid@osa.state.mn.us. Beginning next year, the Office of the State Auditor will be using the State Auditor's Form Entry System (SAFES) for the local performance measurement and improvement program reporting.

6.91 LOCAL PERFORMANCE MEASUREMENT AND REPORTING

Subdivision 1. Reports of local performance measures.

(a) A county or city that elects to participate in the standard measures program must report its results to its citizens annually through publication, direct mailing, posting on the jurisdiction's Web site, or through a public hearing at which the budget and levy will be discussed and public input allowed.

(b) Each year, jurisdictions participating in the local performance measurement and improvement program must file a report with the state auditor by July 1, in a form prescribed by the auditor. All reports must include a declaration that the jurisdiction has complied with, or will have complied with by the end of the year, the requirement in paragraph (a). For jurisdictions participating in the standard measures program, the report shall consist of the jurisdiction's results for the standard set of performance measures under section 6.90, subdivision 2, paragraph (a). In 2012, jurisdictions participating in the comprehensive performance measurement program must submit a resolution approved by its local governing body indicating that it either has implemented or is in the process of implementing a local performance measurement system that meets the minimum standards specified by the council under section 6.90, subdivision 2, paragraph (b). In 2013 and thereafter, jurisdictions participating in the comprehensive performance measurement program must submit a statement approved by its local governing body affirming that it has implemented a local performance measurement system that meets the minimum standards specified by the council under section 6.90, subdivision 2, paragraph (b).

Subd. 2. Benefits of participation.

(a) A county or city that elects to participate in the standard measures program for 2011 is: (1) eligible for per capita reimbursement of \$0.14 per capita, but not to exceed \$25,000 for any government entity; and (2) exempt from levy limits under sections 275.70 to 275.74 for taxes payable in 2012, if levy limits are in effect.

(b) Any county or city that elects to participate in the standard measures program for 2012 is eligible for per capita reimbursement of \$0.14 per capita, but not to exceed \$25,000 for any government entity. Any jurisdiction participating in the comprehensive performance measurement program is exempt from levy limits under sections 275.70 to 275.74 for taxes payable in 2013 if levy limits are in effect.

(c) Any county or city that elects to participate in the standard measures program for 2013 or any year thereafter is eligible for per capita reimbursement of \$0.14 per capita, but not to exceed \$25,000 for any government entity. Any jurisdiction participating in the comprehensive performance measurement program for 2013 or any year thereafter is exempt from levy limits under sections 275.70 to 275.74 for taxes payable in the following year, if levy limits are in effect.

Subd. 3. Certification of participation.

(a) The state auditor shall certify to the commissioner of revenue by August 1 of each year the counties and cities that are participating in the standard measures program and the comprehensive performance measurement program.

(b) The commissioner of revenue shall make per capita aid payments under this section on the second payment date specified in section 477A.015, in the same year that the measurements were reported.

(c) The commissioner of revenue shall notify each county and city that is entitled to exemption from levy limits by August 10 of each levy year.

The Council on Local Results and Innovation 2011
Legislative Report

February 14, 2011

February 14, 2011

To the Property and Local Sales Tax Division of the House of Representatives, Taxes Committee
and the Taxes Division on Property Taxes of the Senate Tax Committee,

Per the requirements of 2010 Minnesota Laws Chapter 389, Article 2, Sections 1 and 2, the Council on Local Results and Innovation is submitting its recommended "... standard set of approximately ten performance measures for counties and ten performance measures for cities that will aid residents, taxpayers, and state and local elected officials in determining the efficacy of counties and cities in providing services, and measure residents' opinion of those services." The recommended model performance measures are attached. Local government and public feedback was solicited on the proposed benchmarks.

The members of the Council include:

- Patricia Coldwell, Association of Minnesota Counties
- John Gunyou, City of Minnetonka
- Mark Hintermeyer, City of Moorhead
- Jay Kiedrowski, Humphrey School, University of Minnesota
- Katie Nerem, Blue Earth County
- Rebecca Otto, Minnesota State Auditor
- Jay Stroebel, City of Minneapolis
- Matt Stemwedel, City of Woodbury
- Wendy Underwood, City of St. Paul
- Tim Walsh, Scott County
- Ben Woessner, City of Pelican Rapids

The Council received no funding to conduct their work. Meeting minutes were taken by volunteers, and the Office of the State Auditor posted all meeting materials and meeting dates on the Office of the State Auditor website. All meetings were open to the public.

The Council sees value in having all counties and cities in Minnesota develop performance measures that they use to manage their jurisdictions and having results of those performance measures shared with citizens and property tax payers. Our recommended performance measures should be considered examples to assist counties and cities in developing their own performance measures. The Council was concerned about the misuse of these performance measures by the legislature or others in the appropriation of funds or for comparisons among counties and cities. The general performance measures recommended are simply inadequate for those purposes.

The Council on Local Results and Innovation is proceeding to meet the additional requirements of the statute, which is to "develop recommended minimum standards for comprehensive

performance measurement systems by February 15, 2012.” We interpret “performance measurement system” to mean more broadly a performance management system that uses performance measures to manage counties and cities.

Representatives of the Council would welcome the opportunity to discuss the Council’s work, our recommended model performance measures, and our concerns about the use of these measures.

Sincerely,

Jay Kiedrowski, Chair

Minnesota Council on Local Results and Innovation

Cc: House Speaker, House Minority Leader, Senate Majority Leader, and Senate Minority Leader

Attached: Model Performance Measures for Counties, Model Performance Measures for Cities

Model Performance Measures for Counties

The following are the recommended model measures of performance outcomes for counties, with alternatives provided in some cases. Key output measures are also suggested for consideration by local county officials.

Public Safety:

1. Part I and II crime rates (*Submit data as reported by the Minnesota Bureau of Criminal Apprehension. Part I crimes include murder, rape, aggravated assault, burglary, larceny, motor vehicle theft, and arson. Part II crimes include other assaults, forgery/counterfeiting, embezzlement, stolen property, vandalism, weapons, prostitution, other sex offenses, narcotics, gambling, family/children crime, D.U.I., liquor laws, disorderly conduct, and other offenses.*)

OR

Citizen's rating of safety in their county. (*Citizen Survey: very safe, somewhat safe, neither safe nor unsafe, somewhat safe, very unsafe*)

Output Measure:

Deputy Response Time (*Time it takes on top-priority calls from dispatch to the first officer on scene.*)

Probation/Corrections:

2. Percent of adult offenders with a new felony conviction within 3 years of discharge

Public Works:

3. Hours to plow complete system during a snow event
4. Average county pavement condition rating

OR

Citizen's rating of the road conditions in their county. (*Citizen Survey: good condition, mostly good condition, many bad spots*)

(Under legislation passed in 2009 (Minn. Stat. § 402A.15), counties are engaged with the Department of Human Services and community organizations in a three-year process to develop comprehensive performance measures across all areas of human services, for which all counties will be held accountable. The following measures here are intended to serve as 'placeholders', not to replace the more comprehensive measures scheduled to be completed by December 2012.)

Public Health:

5. Life Expectancy generally and by sex and race

OR

Behavioral Risk Factor Surveillance system rating (Citizen Survey: excellent, very good, good, fair, or poor)

Social Services:

6. Workforce participation rate among MFIP and DWP recipients
7. Percentage of children where there is a recurrence of maltreatment within 12 months following an intervention

Taxation:

8. Level of assessment ratio *(If the median ratio falls between 90% and 105%, the level of assessment is determined to be acceptable.)*

Elections:

9. Accuracy of post-election audit *(Percentage of ballots counted accurately.)*

Veterans' Services:

Output Measure:

Percent of veterans surveyed who said their questions were answered when seeking benefit information from their County Veterans' Office

Parks:

10. Citizens' rating of the quality of county parks, recreational programs, and/or facilities.
(Citizen survey: excellent, good, fair, poor)

Library:

11. Number of annual visits per 1,000 residents

Model Performance Measures for Cities

The following are the recommended model measures of performance outcomes for cities, with alternatives provided in some cases. Key output measures are also suggested for consideration by local city officials.

General:

1. Rating of the overall quality of services provided by your city (*Citizen Survey: excellent, good, fair, poor*)
2. Percent change in the taxable property market value
3. Citizens' rating of the overall appearance of the city (*Citizen Survey: excellent, good, fair, poor*)

Police Services:

4. Part I and II crime rates (*Submit data as reported by the Minnesota Bureau of Criminal Apprehension. Part I crimes include murder, rape, aggravated assault, burglary, larceny, motor vehicle theft, and arson. Part II crimes include other assaults, forgery/counterfeiting, embezzlement, stolen property, vandalism, weapons, prostitution, other sex offenses, narcotics, gambling, family/children crime, D.U.I., liquor laws, disorderly conduct, and other offenses.*)

OR

Citizens' rating of safety in their community (*Citizen Survey: very safe, somewhat safe, neither safe nor unsafe, somewhat unsafe, very unsafe*)

Output Measure:

Police response time (*Time it takes on top priority calls from dispatch to the first officer on scene.*)

Fire Services:

5. Insurance industry rating of fire services (*The Insurance Service Office (ISO) issues ratings to Fire Departments throughout the country for the effectiveness of their fire protection services and equipment to protect their community. The ISO rating is a numerical grading system and is one of the primary elements used by the insurance industry to develop premium rates for residential and commercial businesses. ISO analyzes data using a Fire Suppression Rating Schedule (FSRS) and then assigns a Public Protection Classification from 1 to 10. Class 1 generally represents superior property fire protection and Class 10 indicates that the area's fire suppression program does not meet ISO's minimum criteria.*)

OR

Citizens' rating of the quality of fire protection services (*Citizen Survey: excellent, good, fair, poor*)

Output Measure:

Fire response time (*Time it takes from dispatch to apparatus on scene for calls that are dispatched as a possible fire*).

Emergency Medical Services (EMS) response time (if applicable) (*Time it takes from dispatch to arrival of EMS*)

Streets:

6. Average city street pavement condition rating (*Provide average rating and the rating system program/type. Example: 70 rating on the Pavement Condition Index (PCI)*)

OR

Citizens' rating of the road condition in their city (*Citizen Survey: good condition, mostly good condition, many bad spots*)

7. Citizens' rating the quality of snowplowing on city streets (*Citizen Survey: excellent, good, fair, poor*)

Water:

8. Citizens' rating of the dependability and quality of city water supply (centrally-provided system) (*Citizen Survey: excellent, good, fair, poor*)

Output Measure:

Operating cost per 1,000,000 gallons of water pumped/produced (centrally-provided system) (*Actual operating expense for water utility / (total gallons pumped/1,000,000)*)

Sanitary Sewer:

9. Citizens' rating of the dependability and quality of city sanitary sewer service (centrally provided system) (*Citizen Survey: excellent, good, fair, poor*)

Output Measure:

Number of sewer blockages on city system per 100 connections (centrally provided system) (*Number of sewer blockages on city system reported by sewer utility / (population/100)*)

Parks and Recreation:

10. Citizens' rating of the quality of city recreational programs and facilities (parks, trails, park buildings) (*Citizen Survey: excellent, good, fair, poor*)



MAYOR & COUNCIL COMMUNICATION

DATE: 6/21/2011
CONSENT
ITEM #: 5
MOTION Ordinance No. 08-045

AGENDA ITEM: Consider Amended 2011 Fee Schedule

SUBMITTED BY: Tom Bouthilet, Finance Director
Greg Malmquist, Fire Chief

THROUGH: Bruce Messelt, City Administrator *B AM*

REVIEWED BY: Sharon Lumby, City Clerk

SUMMARY AND ACTION REQUESTED: The Council is respectfully requested to consider adopting Ordinance No. 08-045, approving an Amended 2011 Fee schedule to include City support fees for private special events. The suggested motion to do so is:

SUGGESTED MOTION: *"Move to adopt Ordinance No. 08-045 approving the Amended 2011 Fee Schedule, as presented herein."*

BACKGROUND INFORMATION & STAFF REPORT: The City has received a request to provide on-site Public Safety personnel for an upcoming private special event, to be held on June 24th (Go Commando). This event is anticipated to generate crowds and participants in excess of 4000 persons. City staff has been in contact with the event's sponsors with respect to issues of traffic generation, public safety, medical services, and events activities.

Traffic control will be provided by the event organizers, via shuttle services to nearby parking lots. Public security is being contracted for via Washington County and private/off duty security providers. Medical services and event activities are being provided for by event organizers. On site deployment of a Lake Elmo Fire Department Engine is being requested by event organizers.

The City currently has no specific special event policies, requirements or regulations. Additionally, even though this is an unsolicited and optional request by the event organizers, the City has no policy or mechanism to determine and collect an appropriate fee for such services (save for perhaps acceptance of a post hoc voluntary contribution).

The City Council annually adopts an Ordinance approving the fee schedule. The fee schedule represents charges for services and is determined by the City's time and expenditures for providing designated services. Based upon the fee schedule adopted by the Washington County Chief's Association and the Capital City Regional Firefighter's Association for Reciprocal Fire Services and Mutual Aid, the following rates are suggested for private special events requesting specific support (with the addition of an hourly Public Works' rate, as well):

Special Events Support		
Fire Department Equipment/ Personnel	\$250/HR (Engine)	
	\$350/HR (Ladder)	
Public Safety	- NA	As Per Washington County Sheriff's Dept. Fee Schedule
Public Works Support (Traffic Control/Other)	\$100/HR + Materials	

RECOMMENDATION: It is recommended that the City Council consider adopting Ordinance No. 08-xxx approving an Amended 2011 fee schedule to include City support fees for private special events. The suggested motion to do so is as follows:

"Move to adopt Ordinance No. 08-045 approving the Amended 2011 Fee Schedule, as presented herein."

Alternatively, the City Council does have the authority to table this item, to further discuss, deliberate and/or amend this proposed schedule, prior to taking action. If changes are made by the Council, the appropriate action following such changes would be:

"Move to adopt Ordinance No. 08-045 approving the Amended 2011 Fee Schedule, as presented [and modified] herein."

ATTACHMENTS:

1. Ordinance No. 08-045
2. Proposed Amended 2011 Fee Schedule
3. Washington County Chief's Association and the Capital City Regional Firefighter's Association Fee Schedules for Reciprocal Fire Services and Mutual Aid

SUGGESTED ORDER OF BUSINESS (if removed from the Consent Agenda):

- Questions from Council to Staff Mayor Facilitates
- Call for Motion Mayor & City Council
- Discussion Mayor Facilitates
- Action on Motion Mayor & City Council

**CITY OF LAKE ELMO
WASHINGTON COUNTY, MINNESOTA**

ORDINANCE NO. 08-045

AN ORDINANCE AMENDING MUNICIPAL FEES FOR CALENDAR YEAR 2011

The Lake Elmo City Council hereby adopts the following fee schedule for calendar year 2011, applicable as services outlined in Appendix A, and directs that it be added to the Lake Elmo Municipal Code as Appendix A.

Appendix A –2011 Fee Schedule

ADOPTION DATE: Passed by the Lake Elmo City Council on the 21st day of June, 2011.

CITY OF LAKE ELMO

By: _____
Dean A. Johnston
Its: Mayor

ATTEST

Sharon Lumby
City Clerk

PUBLICATION DATE: Published on the ____ day of _____, 2010.

City of Lake Elmo 2011 Fee Schedule

	2011	Escrow or Additional Charge
Accessory Bldg Forward of Primary Structure	\$80.00	
Administrative / Fines	\$0.00	
Amateur Radio Antenna	\$875.00	
Appeal (to Board of Adjustment and Appeals)	\$150.00	
Assessment Search	\$25.00	
Building Demolition		
First 1000 Square Feet	\$105.00	Plus 5.00 Surcharge (State Mandated)
Each Additional 1000 sq feet or portion thereof	\$11.00	Plus 5.00 Surcharge (State Mandated)
Burning Permits		
Residential	\$45.00	
Commercial	\$80.00	
Illegal Burn	\$100.00	
Comprehensive Plan Amendment	\$1,300.00	
Conditional Use Permit (CUP)	New \$1,050.00	Wireless Communication Facilities Escrow \$6,000.00
<new or amended>	Amended \$500.00	Flood Plain Ordinance Escrow \$500.00
CONTRACTOR LICENSE FEES		
Blacktopping	\$75.00	
Excavator License	\$75.00	
Heating and A/C	\$75.00	
Sign Installer	\$50.00	Sign Reinspection Fee \$25.00
Solid Waste Hauler	\$120.00	
Tree Contract	\$70.00	
COPY SERVICES		
Copies (B&W)	\$0.35	
Copies (B&W) 11 X 17	\$1.00	
Copies (Color)	\$0.50	
Copies (Color) 11 X 17	\$2.00	
City Map - colored	\$3.15	
City Street Maps 36 X 40	\$20.00	
GIS / Engineering Maps		
Existing Maps	\$5.00	Provided electronically or paper
Custom (Per Hour rate)	\$70.00	Provided electronically or paper
Plan Size Maps Larger than 11 X 17	\$20.00	
Development Standards Specification & Details	\$55.00	
Code Book	\$160.00	
Sections 1, 2, 4, 6-12, 14	\$12.00	
Section 3	\$52.00	
Section 5 and 13	\$27.00	
Comprehensive Plan	\$125.00	
OP Ordinance	\$12.00	
Parks Plan	\$80.00	
Culverts in Developments with Rural Section	\$160.00	
Dog License	\$20.00	
Service Dogs License (dogs with special training to assist individual with disabilities)	\$5.00	Renew on expiration of rabies vaccination
Unlicensed dog (first impound)	\$60.00	Plus Boarding Fee-20.00/Day
Licensed dog (first impound)	\$42.00	Plus Boarding Fee-20.00/Day
Cat Impound (first impound)	\$42.00	Plus Boarding Fee-20.00/Day
Subsequent dog/cat impound	\$85.00	Plus Boarding Fee-20.00/Day
Duplicate License or Tag	\$1.00	
Driveway		
Residential	\$70.00	Plus 5.00 Surcharge (State Mandated)
Commercial	\$160.00	Plus 5.00 Surcharge (State Mandated)
Easement Encroachment	\$100.00	Staff & Recording Fee
Electronic Fund Withdrawal / Bill Payment	Fee & Transaction Charge	
Excavating and Grading	\$125.00	Erosion Control Bond, Escrow, or Letter of Credit: \$1500.00 per acre.
False Alarm		
1 to 3 False alarms		
In excess of 3 up to and including 6 false alarms within alarms within a twelve (12) month period		
Residential	\$110.00	
Commercial	\$315.00	

City of Lake Elmo 2011 Fee Schedule

	2011	Escrow or Additional Charge
In excess of six false alarms within a twelve (12) month period		
Residential	\$185.00	
Commercial	\$520.00	
Fire		
Daycare inspection Fee	\$60.00	Plus 5.00 Surcharge (State Mandated)
Fire Alarm Systems	\$60.00	Plus 1% of Value
Fire Sprinkler System (Inspection Fee)	2% of value of work	Minimum \$100.00
Fire Sprinkler System (Reinspection Fee)	\$50.00	
Flood Plain District Delineation	\$500.00	
Fuel Tank Removal (Underground)	\$100.00	Plus 5.00 Surcharge (State Mandated)
Fuel Tank Install	2% of value of work	Minimum \$100.00
Heating		
New Residential	\$150.00	Plus 5.00 Surcharge (State Mandated)
Addition to Residential	\$75.00	Plus 5.00 Surcharge (State Mandated)
Commercial (New or Addition)	Minimum \$175.00 or 1% of total job cost	Plus minimum 5.00 Surcharge
Interim Use Permit (IUP)	\$1,050.00	
Interim Use Permit (IUP)-Renewal	\$300.00	
Interim Use Permit (IUP) AG Sales & Entertainment	\$250.00	2011 Only
Lawn Sprinklers	\$125.00	Plus 5.00 Surcharge (State Mandated)
Liquor		
Club On Sale Intoxicating	\$100.00 per year	
Off Sale Intoxicating	\$200.00 per year	
Off-Sale Non-Intoxicating	\$150.00 per year	
On-Sale Intoxicating	\$1500.00 per year	
On-Sale Intoxicating - 2nd Bldg	\$750.00 per year	
On-Sale Investigation	\$350.00	
On-Sale Non-Intoxicating	\$100.00 per year	
On-Sale Sunday Intoxicating	\$200.00 per year	
Temporary Non-Intoxicating	\$25.00 per event	
Wine	\$300.00 per year	
Lot Line Adjustment	\$310.00	
Manufactured Home Parks	\$1,000.00	
New	\$1,200.00	Plus 2500.00 Escrow
Move home out of City	\$100.00	Plus 5.00 Surcharge (State Mandated)
Move into City	\$150.00	Plus 5.00 Surcharge (State Mandated)
Minor Subdivision	\$500.00	
Moving House or Primary Structure into City	\$520.00	Plus bond with amount to be determined by City w/recommendation from Building Official
Moving Accessory Structure into City	\$305.00	Plus Escrow to be determined by the City w/recommendation from Building Official
New Construction Plan Review	Per 1997 UBC (65% of	
Park Dedication (up to 3 lots)	\$3600.00 for each newly	Four or more lots per Section 400 Formula
Parking Lots		
New Commercial	\$175.00	Plus 5.00 Surcharge (State Mandated)
Existing Commercial	\$100.00	Plus 5.00 Surcharge (State Mandated)
Platting		
Concept (PUD or OP)	\$1,250.00	
Preliminary Plat (and Development Stage)	\$1,850.00	
Final Plat (and Final Plan)	\$1,250.00	Plus 2.5% Administrative Fee Development Agreement
Plumbing		
New Residential	\$150.00	Plus 5.00 Surcharge (State Mandated)
Addition to Residential	\$75.00	Plus 5.00 Surcharge (State Mandated)
Commercial (New or Addition)	175	Plus minimum 5.00 Surcharge (State Mandated)
Private Roads (permitted only in AG zone)	\$150.00	Plus 5.00 Surcharge (State Mandated)
Restrictive Soils and Wetland Restoration Protection and Preservation Permit	\$800.00	1500.00 escrow

City of Lake Elmo 2011 Fee Schedule

	2011	Escrow or Additional Charge
Right-of-Way Permits		
Annual Registration (1415.05 Subd.1)	\$100.00	
Excavation (1415.11 Subd. 1)	\$230.00	
Each Additional Excavation	\$40.00	
Trench Fee (boring or open cut)	.60 per foot	
Overhead Installation Fee	.60 per foot	
New Subdivisions (Alternate to per foot fee)	\$100.00	
Street Obstruction Fee (1415.11 (Sub 2))	\$100.00	
Permit Extension	\$100.00	
Delay Penalty	25.00 per day	
Sewage Disposal		
On-Site Septic Systems		
New		Plus 5.00 Surcharge (State Mandated)
Alterations or Repairs		Plus 5.00 Surcharge (State Mandated)
Sewer Availability Charge (SAC)	\$5,730.00	per SAC unit - 2230.00 to Met Council; 3500 to City
Sewer	\$4.50 per 1,000 gallons	
Wetland Treatment		
Hookup to Existing System	\$100.00	Plus 5.00 Surcharge (State Mandated)
Alteration/Repair	\$75.00	Plus 5.00 Surcharge (State Mandated)
201 Off-Site Maintenance Fee	75.00 per unit per quarter	
Signs Permanent	\$180.00	Plus 5.00 Surcharge (State Mandated)
Signs Temporary	\$75.00	Plus 5.00 Surcharge (State Mandated)
Signs Temporary Renewal	\$25.00	Plus 5.00 Surcharge (State Mandated)
Site Plan Review (Chapter 520)	\$980.00	
Special Events Support		
Fire Department Equipment/Personnel	\$250/HR (Engine)	
	\$350/HR (Ladder)	
Public Safety	-NA	As Per Washington County Sheriff's Dept. Fee Schedule
Public Works Support (Traffic Control/Other)	\$100.00	Plus Materials
Street Cleaning Erosion Control		
Escrow	\$5,000.00	
Re-inspection	\$50.00 per hour	Portal to Portal from City Hall. Minimum: 1 hour
Processing Fee		10% of Contractor's Invoice to City
Surface Water		
Residential	\$50.00	
Non-Residential (commercial, ag., etc.)	\$50.00	Utility Rate Factor per code
Tennis Courts	Per 1997 UBC	Plus 5.00 Surcharge (State Mandated)
Vacations (Streets or Easements)		
Easements	\$515.00	\$500.00 Escrow
Streets	\$515.00	\$500.00 Escrow
Variance	\$750.00	
Video Reproduction	\$35.00	
Water		
Residential - Quarterly Rate	\$25.00 Base	
Plus Rate Per 1000 Gallons		
0-15,000 Gallons	\$2.14	
15,001 - 30,000 Gallons	\$2.86	
30,001 - 50,000 Gallons	\$3.77	
50,001 - 80,000 Gallons	\$5.00	
80,001+ Gallons	\$6.63	
Commercial - Quarterly Rate	\$25.00 Base	
0-15,000 Gallons	\$3.11	
15,001 - 30,000 Gallons	\$3.26	
30,001 - 50,000 Gallons	\$3.77	
50,001 - 80,000 Gallons	\$5.00	
80,001+ Gallons	\$6.63	
All Connection Permits	\$140.00	
Meters, MIU & Meter Installation Sets	\$300.00	
Delinquent Accounts	6% per quarter	Plus 25.00 or 8%, whichever is greater, if certified to County for collection with taxes
Disconnect Service	\$80.00	
Reconnect Service	\$80.00	

City of Lake Elmo 2011 Fee Schedule

	2011	Escrow or Additional Charge
Service Call		
Water Storage Violation	\$15.00 per day	
Bulk Water from Hydrant	\$61.20 for first 5,000 gallons	Plus 3.26 per additional 1000 Gals
Swimming Pool Fill	\$61.20 for first 5,000 gallons	Plus 3.26 per 1000 Gals & \$15.00 per labor hour
Water Availability Charge (WAC)		
Existing Structures within Old Village	\$800.00	
New Development	\$3,900.00	
Wind Generator	\$850.00	\$2000.00 Escrow
Wireless Communication Permit	\$500.00	\$2000.00 Escrow
Zoning Amendment (Text or Map)	\$1,245.00	



MAYOR & COUNCIL COMMUNICATION

DATE: 6/21/11

CONSENT

ITEM #: I-6

MOTION

AGENDA ITEM: Planned Unit Development Amendment: Bremer Bank Parking Lot Expansion

SUBMITTED BY: Kyle Klatt, Planning Director

THROUGH: Bruce Messelt, City Administrator *BAM*

REVIEWED BY: Kelli Matzek, City Planner

SUMMARY AND ACTION REQUESTED: The City Council is respectfully being asked to consider a request from Bremer Financial Services to amend the Planned Unit Development for Eagle Point Business Park to revise its site plan to expand the parking lot that is accessory to the Bremer Bank Building at 8555 Eagle Point Boulevard. The parking lot currently is comprised of 405 parking stalls and the proposed amendment would expand this number to 560 stalls (an increase of 155). The expansion has been requested due to the increase in employment within the facility that has been experienced since its construction in 2002.

The proposed PUD Amendment is necessary in order to reduce the parking setback along the northern property boundary of the business park from 80 feet down to 20 feet and to remove a landscaped berm that was planted under a powerline easement on the northern portion of the site.

The recommended motion to act on this is as follows:

“Move adopt Resolution Number 2011-023 approving a Planned Unit Development amendment for Bremer Financial Services at 8555 Eagle Point Boulevard to allow the expansion of the parking lot on this site”

BACKGROUND INFORMATION: The attached Staff report includes a detailed review of the application along with a Staff and Planning Commission recommendation.

PLANNING COMMISSION REPORT: The Planning Commission reviewed the Planned Unit Development amendment request at its May 23rd and June 13th meetings and conducted a public hearing on these dates. No public comments concerning the request were received by the Planning Commission. The Commission reviewed the findings drafted by Staff and found

that the proposed amendment was consistent with the general development plans for the business park.

The Planning Commission did express concern regarding buffering and screening that would be left on the northern portion of the site, and recommended that a condition of approval be included that addresses this issue. The Planning Commission wanted to see additional evergreen trees used to provide a year-round screen to the future residential area to the north.

The Planning Commission unanimously recommended approval of the PUD amendment request with four conditions of approval.

PLANNING COMMISSION RECOMMENDATION: Based upon the above background information, staff report and Planning Commission recommendation, it is recommended that the City Council approve the PUD amendment request from Bremer Financial Services to amend the Planned Unit Development for Eagle Point Business Park to revise its site plan to expand the parking lot that is accessory to the Bremer Bank Building at 8555 Eagle Point Boulevard by undertaking the following action:

“Move adopt Resolution Number 2011-023 approving a Planned Unit Development amendment for Bremer Financial Services at 8555 Eagle Point Boulevard to allow the expansion of the parking lot on this site with the four conditions of approval as recommended by the Planning Commission”

Alternatively, the City Council may table taking action on the application and direct either staff or the applicant to provide additional information concerning the request.

The Council may also consider denying the Planned Unit Development amendment and should develop findings of fact to support a motion for denial based on the evidence presented during the course of the City review.

ATTACHMENTS:

1. Resolution No 2011-023
2. Staff Report
3. Application Form
4. Letter from Bremer Financial Services
5. Review Letter from TKDA – UPDATED
6. Review Letter from SWWD
7. Response Letter from Applicant’s Engineer
8. Storm Water Runoff Summary
9. Proposed Site Plans – UPDATED

10. Eagle Point Planned Unit Development Preliminary Plans

SUGGESTED ORDER OF BUSINESS:

- Introduction of Item City Administrator
- Report/Presentation..... Planning Director
- Questions from Council to Staff Mayor Facilitates
- Public Input, if Appropriate Mayor Facilitates
- Call for Motion Mayor & City Council
- Discussion..... Mayor & City Council
- Action on Motion..... Mayor Facilitates

CITY OF LAKE ELMO

RESOLUTION NO. 2011-023

A RESOLUTION APPROVING AN AMENDMENT TO THE PLANNED UNIT DEVELOPMENT FOR THE EAGLE POINT BUSINESS PARK TO ALLOW BREMER FINANCIAL SERVICES TO EXPAND ITS PARKING LOT

WHEREAS, Larson Engineering, Inc on behalf of Bremer Financial Services, 8555 Eagle Point Boulevard ("Applicant") has submitted an application to the City of Lake Elmo ("City") to amend the Planned Unit Development (PUD) for Eagle Point Business Park, a copy of which is on file in the Lake Elmo Planning Department; and

WHEREAS, the proposed PUD Amendment is to expand the parking lot that is accessory to the Bremer Bank Building at 8555 Eagle Point Boulevard and to allow said parking lot to extend across an existing landscape berm and to be setback 20 feet from the northern property line on the site; and

WHEREAS, the Lake Elmo Planning Commission held a public hearing on May 23, 2011 and continued this hearing until its June 13, 2011 meeting to consider the PUD Amendment; and

WHEREAS, on June 13, 2011 the Lake Elmo Planning Commission adopted a motion to recommend that the City Council approve the PUD Amendment with conditions; and

WHEREAS, the Lake Elmo Planning Commission submitted its report and recommendation to the City Council as part of a memorandum from the Planning Department dated June 21, 2010; and

WHEREAS, the City Council reviewed the recommendation of the Planning Commission and the PUD Amendment at its June 21, 2011 meeting.

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

FINDINGS

- 1) That the procedure for obtaining approval of said PUD Amendment is found in the Lake Elmo City Code, Section 150.074.
- 2) That all the requirements of said City Code Section 154.074 related to the PUD Amendment have been met by the Applicant.
- 3) That the proposed PUD Amendment would allow and expansion of the parking lot that is accessory to the Bremer Bank Building at 8555 Eagle Point Boulevard. The parking lot

currently is comprised of 405 parking stalls and the proposed amendment would expand this number to 560 stalls (an increase of 155). The expansion has been requested due to the increase in employment within the facility that has been experienced since its construction in 2002. The proposed PUD Amendment would reduce the parking setback along the northern property boundary of the business park from 80 feet down to 20 feet and would permit the removal of a landscaped berm that was planted under a power line easement on the northern portion of the site.

- 4) That the legal description of the property to which the PUD Amendment will apply is as follows: Lot 1, Block 1 of the Eagle Point Business Park 3rd Addition, according to the plat thereof filed of record in the office of the Register or Titles in and for Washington County, Minnesota (per Certificate of Title 58177), AND Outlot E, Eagle Point Business Park 2nd Addition, according to the plat thereof filed of record in the office of the Register or Titles in and for Washington County, Minnesota (per Certificate of Title 59457).
- 5) That the proposed PUD Amendment:
 - a) Is consistent with the goals, objectives, and policies of the Comprehensive Plan.
 - b) Is consistent with the purpose of Section 154.058 et seq. of the City Code.
 - c) Complies with the development standards of Section 154.058 et seq. of the City Code.
- 6) That the proposed PUD Amendment will allow a more flexible, creative, and efficient approach to the use of the land than if the applicant was required to conform to the standards of the existing zoning districts on this property.
- 7) That the uses proposed in the PUD Amendment will not have an adverse impact on the reasonable enjoyment of neighboring property and will not be detrimental to potential surrounding uses.
- 8) That the PUD Amendment is of sufficient size, composition, and arrangement that construction, marketing, and operation are feasible as a complete unit, and that provision and construction of dwelling units and open space are balanced and coordinated.
- 9) That the PUD Amendment will not create an excessive burden on parks, schools, streets, and other public facilities and utilities, which serve or are proposed to serve the development.
- 10) That the PUD Amendment, when considered with the overall context of the Eagle Point Business Park, is designed in such a manner as to form a desirable and unified environment within its own boundaries.

CONCLUSIONS AND DECISION

1. Based on the foregoing, the Applicant's request for a PUD Amendment hereby approved, subject to the following:
 - a. Easements shall be provided up to the 100-year high water level for all storm water facilities. These easements shall be shown on the utility and grading plans.
 - b. The applicant shall enter into a maintenance agreement with the City of Lake Elmo related to the construction (and/or expansion) of the storm water facilities on the site. The legal descriptions for all storm water facilities (including access) must be added to the maintenance agreement, and this agreement must be approved and executed by the City prior to the commencement of any work authorized as part of the PUD amendment.
 - c. The applicant shall provide written approval from Xcel Energy to allow the expansion of the parking lot underneath an existing power line easement.
 - d. The applicant shall submit a revised landscaping plan depicting the landscaping materials to be salvaged during construction and replanted on other portions of the site. The plan shall provide for additional plantings along the northern property line to provide year-round screening from the property to the north. The updated landscape plan shall be reviewed and approved by the Planning Director prior to the commencement of any work authorized as part of the PUD amendment.

Passed and duly adopted this 21st day of June 2011 by the City Council of the City of Lake Elmo, Minnesota.

Dean Johnston, Mayor

ATTEST:

Bruce Messelt, City Administrator

City of Lake Elmo Planning Department
Planned Unit Development Amendment Request

To: City Council

From: Kyle Klatt, Planning Director

Meeting Date: 6/21/11

Applicant: Larson Engineering, Inc.

Owner: Bremer Financial Services, Inc.

Location: 8555 Eagle Point Boulevard

Zoning: BP – Business Park

Introductory Information

***Application
Summary:***

The City of Lake Elmo has received a request from Bremer Financial Services to revise its site plan to expand the parking lot that is accessory to the Bremer Bank Building at 8555 Eagle Point Boulevard. The parking lot currently is comprised of 405 parking stalls and the proposed amendment would expand this number to 560 stalls (an increase of 155). The expansion has been requested due to the increase in employment within the facility that has been experienced since its construction in 2002.

This report and attached information has been updated from the Planning Commission's May 23rd meeting based on the submission of revised plans from the applicant.

***Property
Information:***

The Bremer Bank building is located in the northeast corner of the Eagle Point Business Park, which was platted as part of a larger Planned Unit Development in 2001. The Bremer Bank facility received its site plan approval from the City in early 2002, at which point the plans indicated that the total parking stalls planned was 508, with some planned for construction with a future addition. The current conditions plan submitted by the applicant depicts 405 stalls on the site, along with the area that is set aside for a future addition. At this time, the applicant is not proposing any addition or alterations to the building.

When the City granted approval for construction of a building on this site, the applicant was allowed to construct only the parking needed to comply with the minimum standards of the code. It was noted in the staff report for the project that the actual surface parking surface installation be limited to 402 stalls until a need for the additional spaces is clearly demonstrated (by employee data from the tenant). With the present application the applicant has submitted a letter indicating that the number of persons employed at the site has increased from 248 in 2002 to 450 today, with an

average number of monthly guests at 1,200, substantially more than when the building was first opened.

As part of the Eagle Point Planned Unit Development, the applicant's property is regulated by not just the underlying BP – Business Park zoning district regulations, but also by the approval documents for the Planned Unit Development. The overall PUD plans were approved by the City in 1999, and contain a written description of the development standards for the park in addition to the illustrative graphics for various elements of the site. Staff has attached two of these documents for consideration by the Planning Commission, including a concept plan and prototypical elevation study depicting the northern border of the PUD area.

Applicable Codes:	<p>Section 154.058 BP – Business Park Zoning District. Includes the list of permitted uses and specific zoning regulations for properties zoned BP.</p> <p>Section 154.070 Planned Unit Development. Contains the regulations for a PUD including the application requirements.</p>
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Findings & General Site Overview

Site Data:	<p><i>Lot Size:</i> Approximately 13.5 acres (without small ponding area)</p> <p><i>Existing Use:</i> Financial Services</p> <p><i>Existing Zoning:</i> BP – Business Park</p> <p><i>Property Identification Numbers (PID):</i> 33.029.21.41.0049 and 33.029.21.42.0007</p>
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Application Review:

Review Requirements	<p>The proposed parking lot expansion does not represent a significant change from the plans previously approved by the City, but would result in the removal of some curb lines and landscaped areas with additional parking. The primary parking expansion area would be north of an existing lot, which would reduce the setback from the northern property line from 80 feet down to 20 feet. This area also happens to be located underneath a large power line that runs along the edge of this same property line. The other expansion areas are located fairly close to the existing facility and in close proximity to the future expansion area.</p> <p>In reviewing the PUD for the business park, the proposed expansion deviates from the preliminary plans because it moves the parking area closer to the northern property line than was previously depicted on these plans. The proposed site plan does comply with the other written standards for parking lots as stated in the PUD plans.</p> <p>The General Development Plan approval for the Eagle Point Business Park includes a document that describes the development standards that are to be applied within the PUD area. These standards typically mirror the BP – Business Park requirements, but in certain instances are more restrictive than the underlying zoning requirements.</p>
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Since the parking lot addition only impacts a few of these standards, Staff will focus only on those requirements that apply to the current request. These PUD requirements include the following:

- Parking spaces shall be 9' by 18' for all developments north of Hudson Boulevard. *The proposed plans match the existing width of existing parking spaces which comply with this requirement.*
- Primary landscaping materials shall be shade trees, with shrubs, hedges, etc., used only to complement trees, not as the sole means of landscaping. A landscape berm is shown on the northern portion of the Bremer Bank site, and the standards note that if landscaping within the berm is disturbed, it needs to be replaced by NSP (the holder of a power line easement over the berm) or the property owner. *The proposed PUD Amendment would amend this development standard since parking is proposed to extend into a portion of the landscaped area.*
- Minimum parking setbacks: 20' side and 10' rear. *The proposed plans conform to these requirements.*
- Parking ratio: One space for each 250 square feet of office building area or one space per two employees, whichever is greater. *The proposed plan well exceeds these minimum requirements, and the applicant has submitted documentation regarding the need for the additional spaces.*
- Storm Water Control. *The City has adopted stricter storm water requirements since the PUD was approved, the new plan conforms to these requirements as per the most recent review by the City Engineer.*
- Lighting Height: 30'. *The proposed plans conform to the height requirement and the light fixtures have been documented to comply with the City's lighting ordinance.*

In addition to these specific standards, the general development plans also depict a specific setback for the parking area on the Bremer Bank site at the current 80' from the northern property line. The PUD amendment would reduce this setback to 20' as noted earlier in this report. Although the 20' setback is consistent with the general written standards, it would not adhere to the general development plans; hence the need for a PUD amendment.

PUD Review:

Staff recommended that the Planning Commission continue its review of the PUD amendment to its June 13th meeting in order to give the City Engineer time to review revised storm water and erosion control plans for the site. This review has since been completed and the Engineer has found that the project will comply with the City's storm water and erosion control requirements. There are a few comments noted in the updated review from the City Engineer that can be addressed as conditions of approval, which are included in the Staff recommendation noted below.

Because the parking lot expansion does not represent a significant expansion of the

use on the site, Staff will not review all PUD and BP District requirements for the purposes of this analysis. The plans that have been submitted conform to the application requirements, and the proposed parking lot will comply with all applicable development standards for the business park zoning district. The proposed project would alter certain elements of the general development plans for the Eagle Point Business Park Planned Development; however, and these changes can be approved through a PUD amendment.

If approved, the most significant impact from the parking lot expansion will be the increased amount of storm water runoff from all of the new impervious area. The applicant has addressed the City Engineer's previous comments regarding the erosion control and storm water management plans for the site, and Staff is content that the project will conform to the City's recently updated storm water requirements. The plans call for the expansion of existing storm water retaining ponds, and make use of existing infrastructure and previous grading that occurred on the site.

The other significant impact associated with the parking lot expansion is the loss of existing green space and landscaping. The applicant proposes to minimize these impacts by salvaging as many of the existing trees and shrubs as possible and planting them elsewhere on the premises. An updated landscape plan has not been provided as part of the application materials; however, and Staff is recommending that a new plan be submitted that depicts how and where the reclaimed landscape materials will be distributed throughout the site.

The northern property line of the applicant's site is currently occupied by a large power line and associated easement, under which a landscape berm has been planted. This berm and landscaping provides a buffer between the future residential area to the north and the business park, and this berm will be eliminated should the applicant be allowed to expand its parking area. Different alternatives to expanding northward with the parking were considered, but ultimately were found to have the potential for much greater effects on surrounding properties due to the topography of the site. For example, any expansion of parking to the west of the existing building would have required the construction of a very large retaining wall to gain a modest amount of new parking (new residential development is planned in this direction as well).

Based on the parking and employment information submitted by the applicant, there is a need for additional parking on this site. Staff has also observed that at certain times the existing parking is at capacity and employees are forced to parking along Eagle Point Boulevard adjacent to the site. The need for additional parking is further expected to remain a problem for this site once a future addition is built in accordance with the original site plan for the property. With the need for additional parking on the site established, the proposed plans seem reasonable given the lack of options that exist on this property. The loss of the landscape berm is mitigated somewhat by the fact that this area is not useable for much else other than parking because of the power lines. In addition, tall trees would not be an option under the power lines, which minimizes the screening effect of any landscaping that could be planted in this location.

In order to compensate for moving the parking lot closer to the north and removing

existing landscaping from this area, Staff is recommending that the applicant, as part of an updated landscape plan, provide as much additional vegetation along the northern property line as is feasible. Of primary concern is filling in any larger gaps in the existing landscape buffer, and addressing the loss of plant materials in the northeastern corner of the site due to the grading work that is planned for this location.

The applicant has provided calculations that document the interior landscaping proposed will comply with the City's requirements. On this site, 17,300 square feet of landscaped area is required for the size of parking area proposed, and 19,402 square feet of interior landscaping areas are depicted on the plans.

All comments from the City Engineer are referenced below as recommended conditions of approval.

**Resident
Concerns:**

Staff has not received any feedback from neighboring property owners regarding the proposed Planned Unit Development amendment. This action requires a public hearing to be conducted by the Planning Commission at which time members of the public may address the Commission regarding this application. The public hearing that was opened at the last meeting was continued until June 13, 2011.

**Additional
Information:**

The South Washington Watershed District has reviewed the proposed site plans and found that the work meets their standards.

Conclusion:

Bremer Financial Services has asked to amend the Planned Unit Development for the Eagle Point Business Park to revise its site plan to expand the parking lot that is accessory to the Bremer Bank Building at 8555 Eagle Point Boulevard. The parking lot currently is comprised of 405 parking stalls and the proposed amendment would expand this number to 560 stalls (an increase of 155). The expansion has been requested due to the increase in employment within the facility that has been experienced since its construction in 2002.

The proposed PUD Amendment would reduce the parking setback along the northern property boundary of the business park from 80 feet down to 20 feet and would permit the removal of a landscaped berm that was planted under a power line easement on the northern portion of the site.

**Council
Options:**

The City Council has the following options:

- A) Recommend approval of the Planned Unit Development amendment request;
- B) Recommend denial of the Planned Unit Development request.

The 60-day review period for this application expires on June 25, 2011, but can be extended an additional 60 days if more time is needed.

**Planning
Commission**

Rec:

The Planning Commission is recommending approval of the request from Bremer Financial Services to amend the Planned Unit Development for Eagle Point Business Park to revise its site plan to expand the parking lot that is accessory to the Bremer Bank Building at 8555 Eagle Point Boulevard, provided the following conditions are met:

1. Easements shall be provided up to the 100-year high water level for all storm water facilities. These easements shall be shown on the utility and grading plans.
2. The applicant shall enter into a maintenance agreement with the City of Lake Elmo related to the construction (and/or expansion) of the storm water facilities on the site. The legal descriptions for all storm water facilities (including access) must be added to the maintenance agreement, and this agreement must be approved and executed by the City prior to the commencement of any work authorized as part of the PUD amendment.
3. The applicant shall provide written approval from Xcel Energy to allow the expansion of the parking lot underneath an existing power line easement.
4. The applicant shall submit a revised landscaping plan depicting the landscaping materials to be salvaged during construction and replanted on other portions of the site. The plan shall provide for additional plantings along the northern property line to provide year-round screening from the property to the north. The updated landscape plan shall be reviewed and approved by the Planning Director prior to the commencement of any work authorized as part of the PUD amendment.

**Denial
Motion**

Template:

To deny the request, you may use the following motion as a guide:

I move to recommend denial of the request by Bremer Financial Services to amend a the Planned Unit Development for Eagle Point Business Park...(please site reasons for the recommendation)

**Approval
Motion**

Template:

To approve the request, you may use the following motion as a guide:

I move to recommend approval of the request by Bremer Financial Services to amend a the Planned Unit Development for Eagle Point Business Park based on the findings provided in the staff report...(or cite your own)

...with the conditions outlined in the staff report.

cc: John Nemec, Larson Engineering

APR 25 2011

Fee \$ _____

**City of Lake Elmo
DEVELOPMENT APPLICATION FORM**

- | | | |
|--|--|---|
| <input type="checkbox"/> Comprehensive Plan Amendment | <input type="checkbox"/> Variance * (See below) | <input type="checkbox"/> Residential Subdivision Preliminary/Final Plat |
| <input type="checkbox"/> Zoning District Amendment | <input type="checkbox"/> Minor Subdivision | <input type="radio"/> 01 - 10 Lots |
| <input type="checkbox"/> Text Amendment | <input type="checkbox"/> Lot Line Adjustment | <input type="radio"/> 11 - 20 Lots |
| <input type="checkbox"/> Flood Plain C.U.P. Conditional Use Permit | <input type="checkbox"/> Residential Subdivision Sketch/Concept Plan | <input type="radio"/> 21 Lots or More |
| <input type="checkbox"/> Conditional Use Permit (C.U.P.) | <input checked="" type="checkbox"/> Site & Building Plan Review | <input type="checkbox"/> Excavating & Grading Permit |
| | | <input type="checkbox"/> Appeal |
| | | <input type="checkbox"/> PUD |

APPLICANT: John Nemec, Larson Engineering, Inc. 3524 Labore Rd., White Bear Lake, MN 55110
(Name) (Mailing Address) (Zip)

TELEPHONES: 651-481-9120 651-260-5159 651-481-9201
(Home) (Work) (Mobile) (Fax)

FEE OWNER: Kathy Tucci, Bremer Bank, 8555 Eagle Point Blvd, Lake Elmo, MN 55042
(Name) (Mailing Address) (Zip)

TELEPHONES: 651-734-4744 651-247-9222
(Home) (Work) (Mobile) (Fax)

PROPERTY LOCATION (Address and Complete (Long) Legal Description):


Lot 1, Block 1, EAGLE POINT BUSINESS PARK 3RD ADDITION, according to the plat thereof filed of record in the office of the Registrar of Titles in and for Washington County, Minnesota.
(Per Certificate of Title No. 58177) AND OUTLOT E, EAGLE POINT BUSINESS PARK 2ND ADDITION, according to the plat thereof filed of record in the office of the Registrar of Titles in and for Washington County, Minnesota. (Per Certificate of Title No. 59457)

DETAILED REASON FOR REQUEST:

Site plan review for parking lot additions, and stormwater management calculations.

***VARIANCE REQUESTS:** As outlined in Section 301.060 C. of the Lake Elmo Municipal Code, the Applicant must demonstrate a hardship before a variance can be granted. The hardship related to this application is as follows:

In signing this application, I hereby acknowledge that I have read and fully understand the applicable provisions of the Zoning and Subdivision Ordinances 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

4/22/11
Date

Signature of Applicant

Date



April 21, 2011

Bremer Financial Services, Inc.
8555 Eagle Point Blvd
Lake Elmo MN 55042

RE Addition of parking spaces

To whom it may concern at the City of Lake Elmo:

I am writing to you today as we've engaged Larson Engineering to design additional parking due to the growth we've enjoyed over the past 8 years at the address listed above. When we moved to our new building in December 2002, we employed 248 staff along with our tenant having 40 employees.

We currently have 420 parking spaces which includes handicap, guest and tenant parking, designated spaces for those coming in for training and regular staff. We are in desperate need of additional parking spaces as street parking is only consistently viable April thru October each year.

We have grown to 450 employees with the average number of monthly guests at 1,200. Our tenant's staff has decreased to 12. It's a tight schedule to get this type of work done this year as we've had such a long winter. The work must be done prior to the first snow, so we ask you to strongly consider this request.

If there is further information I can provide, please let John Nemec of Larson Engineering know and I'll get it to him right away. Thanks so much for your consideration to our request.

Respectfully,

A handwritten signature in cursive script that reads 'Kathy Tucci'.

Kathy Tucci
VP Facilities
Bremer Financial Services
Bremer Service Center
Lake Elmo, MN

TKDA

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MEMORANDUM

To: Kyle Klatt, Planning Director

Copies To: Jack Griffin, City Engineer

From: Ryan Stempski, P.E.

Date: May 16, 2011

Reference: Bremer Bank 2011 Parking Lot
Addition

Proj. No.: 14816.001

Routing:

As requested, we have reviewed the Bremer Bank submittals for their 2011 Parking Lot Addition. These submittals were provided by Lake Elmo Planning Staff on May 3, 2011, for review and comment.

Submittals:

1. Stormwater Calculations by Larson Engineering dated April 22, 2011, received April 25, 2011.
2. Memorandum to City of Lake Elmo by Bremer Bank dated April 21, 2011.
3. City of Lake Elmo Development Application Form, received April 25, 2011.
4. Proposed and Existing Drainage Maps by Larson Engineering.
5. HydroCAD Model of site, including Pre-settlement, Existing, and Proposed Conditions.
6. Report of Geotechnical Exploration by AET, dated March 9, 2011.
7. Construction SWPPP.
8. Full Size Plan Set, dated April 22, 2011

The following comments must be addressed prior to engineering approval on this item:

Storm Water Management and Erosion and Sediment Control:

1. The report and drainage calculations, as submitted, are considered incomplete. To simulate existing conditions as "meadow" the existing conditions model should be using "meadow" for the areas to be converted to impervious. As submitted, those areas are modeled using "Grass Cover, Good" which has a higher CN.
2. Proposed discharge rates for the 2, 10, and 100-year storm events cannot be reviewed until Item No. 3 has been addressed.
3. Proposed discharge volumes for the 2, 10, and 100-year storm events cannot be reviewed until Item No. 3 has been addressed.
4. Typical sections for all proposed infiltration areas must be updated to show soil correction as necessary per soil boring data. Calculation of drain dry times must be provided to ensure water does not pond for more than 48 hours.
5. Seed mix design must be provided for all disturbed areas.

6. Outlet detail for Infiltration Trench must be provided.
7. Easements must be provided up to the 100-Year HWL for all Storm Water Facilities.
8. A Maintenance Agreement must be provided for all Storm Water Facilities.
9. The location and typical section for a rock construction entrance must be provided on the Plan.
10. Any material to be removed off-site should be identified on the plan with a hauling route identified.

General Comments:

1. The parking lot expansion is within an Xcel Power Line easement. Written approval from Xcel Energy to allow this expansion in their easement must be provided to the City of Lake Elmo.
2. A construction schedule must be provided for the project.
3. Parking and storage of construction materials must be done on Bremer Bank property only.

Please contact me with any questions or additional comments to this review.

TKDA

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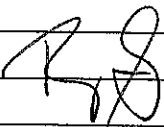
444 Cedar Street, Suite 1500
Saint Paul, MN 55101

(651) 292-4400
(651) 292-0083 Fax
www.tkda.com

MEMORANDUM

To: Kyle Klatt, Planning Director

Copies To: Jack Griffin, City Engineer

From: Ryan Stempski, P.E. 

Date: June 9, 2011

Reference: Bremer Bank 2011 Parking Lot
Addition

Updated Review

Proj. No.: 14816.001

Routing:

We have reviewed the updated submittals for the Bremer Bank 2011 Parking Lot Addition. The updated submittals were provided by Larson on June 1, 2011, to address the comments from the TKDA memo dated May 16, 2011.

Updated Submittals:

1. Stormwater Calculations and Summary of Stormwater Runoff dated May 23, 2011.
2. Plan Set, dated May 23, 2011.
3. Comment Response Letter dated May 26, 2011.
4. Storm Water Quality Treatment Facility Maintenance Agreement received June 1, 2011.

The following comments must be addressed prior to engineering approval on this item:

Storm Water Management and Erosion and Sediment Control:

1. Easements must be provided up to the 100-Year HWL for all Storm Water Facilities. The easements must be shown on the utility and grading plans.
2. The legal descriptions for all storm water facilities (including access) must be added to the Maintenance Agreement. The agreement must be approved by City Staff and executed by both parties.

General Comments:

1. The parking lot expansion is within an Xcel Power Line easement. Written approval from Xcel Energy to allow this expansion in their easement must be provided to the City of Lake Elmo.

Please contact me with any questions or additional comments to this review.

May 17, 2011

John Nemec
Larson Engineering, Inc
3524 Labore Rd
White Bear Lake, MN 55110



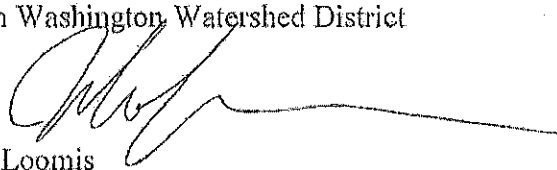
RE: Proposed Bremer Bank Parking Expansion

Dear Mr. Nemec:

SWWD has reviewed your revised submittal dated May 11, 2011 for the proposed Bremer Bank parking lot expansion. The project as currently proposed meets SWWD standards. Thank you for working to address our comments and demonstrate compliance.

If you have any questions or need additional information, please contact me at 651/714-3714 or jloomis@ci.woodbury.mn.us.

Sincerely,
South Washington Watershed District


John Loomis
Water Resource Specialist

Cc: Ryan Stempski/TKDA; Kyle Klatt/Lake Elmo

Larson Engineering, Inc.
3524 Labore Road
White Bear Lake, MN 55110-5126
651.481.9120 Fax: 651.481.9201
www.larsonengr.com



Larson

May 26, 2011

Mr. Klatt
City of Lake Elmo
3800 Laverne Ave. N.
Lake Elmo, MN 55042

Re: City of Lake Elmo Site Plan Review Comments
2011 Parking Lot Addition Bremer Bank
8555 Eagle Point Blvd, Lake Elmo, MN
LEMN Project No: 12106105.000

Dear Mr. Klatt,

The following list is in response to the comments from your staff during the site plan review procedure for the Bremer Bank 2011 Parking Lot Addition. I have attached your comments at the end of this letter for reference.

1. The drainage calculations for the existing grass areas where the new impervious surface is to be placed, was revised to have a curve number of 58, for meadow conditions.
2. The proposed discharge rates for the 2, 10, and 100-year storm events were changed to meet the existing condition rates.
3. The proposed discharge volume for the 2, 10, and 100-year storm events were changed to meet the existing condition volume.
4. The details for the infiltration basin, infiltration trench, and permeable paver were revised to show possible soil corrections to provide free draining material at the bottom of the excavations. Storage volumes table for the storm water facilities is provided, to show the drain dry times of each facility.
5. Seed mix designations were added to the plan legend and notes.
6. The infiltration trench will use the existing curb as an overflow outlet; this was discussed with Ryan Stempski, who mentioned a detail would not be required for this.
7. We are currently writing and obtaining easements for the storm water facilities and pipes.
8. We are currently writing and obtaining a storm water facilities maintenance agreement.

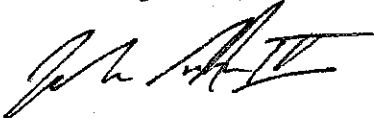
Mr. Klatt
2011 Parking Lot Addition Bremer Bank
May 26, 2011

9. A note was added to the plans indicating that only one construction entrance from Eagle Point Blvd is permitted, and shall have a rock construction entrance.
10. A note was added to the plan that a haul route will need to be submitted to the city by the contractor.

General Comments:

1. We are currently working with Xcel Energy for written approval to construct the parking lot with in the transmission line easement.
2. A note was added to the plans that a proposed construction schedule will need to be submitted to the city by the contractor.
3. A note was added to the plans indicating that the construction traffic must abide by the parking regulations of the city and that no overnight parking of construction equipment on eagle Point Boulevard will be permitted.

Sincerely,
Larson Engineering, Inc.



John A. Nemec III
Design Engineer

*2011 Parking Lot Addition
Bremer Bank Service Center Site Drainage*

SUMMARY OF STORMWATER RUNOFF

Introduction:

The following report is submitted to the South Washington Watershed District and City of Lake Elmo for the purpose of providing a detailed storm water runoff analysis of the construction for the 2011 Parking Lot Addition, in Lake Elmo, MN. The stormwater analysis includes detailed maps of the existing and proposed runoff conditions, with charts showing rate comparisons and detailing water quality requirements for the proposed stormwater runoff.

This project will consist of the construction of multiple new parking lot additions, infiltration basin, infiltration trench, permeable pavers, existing NURP pond modifications and related utilities.

Existing Conditions:

The existing site is currently an office building with landscaping and bituminous parking. The proposed parking will be located in the existing grass areas. The site has two drainage areas with NURP ponds on the west and south of the site, as indicated on the Existing Drainage Map. Subcatchment area I drains to the existing onsite storm sewer piping and into the existing pond on the property located south of the site. The remaining subcatchment areas drain to an existing northwest pond. This pond has evidence of overtopping and when modeled, a 100yr event will overtop the berm. The new parking addition drainage areas were modeled to the presettlement conditions, this information was used to design the infiltration basin, infiltration trench, and permeable pavers and meet the flow rate and volume of the presettlement conditions for the new parking lot additions.

Existing Soils Conditions:

The soil borings conclude most of the soils located near the infiltration basin include sandy lean clay in the top 2 feet; below 2 feet consists mostly of gravelly silty sand and silty sand, moist and dense (SP and SM) soils. The soils borings are attached to the end of this report.

Analysis:

The proposed BMPs and existing NURP pond were analyzed using the HydroCAD Version 8.0 storm water modeling software. SCS TR-20 modeling method, along with the Type II 24- hour storm event were utilized in the modeling of the existing and proposed runoff conditions. The 2-year, 10-year, and 100-year rainfall events were used to model runoff conditions. Curve numbers used are as follows: 58 for meadows, 61 for green space, and 98 for impervious areas.

Existing Conditions:

The east parking area, north parking lot additions, and the parking additions along the drives were modeled separately to determine the change in flow rate and volume.

The existing northeast pond was also modeled; this showed the berm to be overtopped during the 100yr rainfall event, with a high water level of 996.76 and an emergency overflow of 996.10 giving a runoff rate of 19.39 cfs.

Proposed Conditions:

An infiltration basin is proposed to collect the stormwater from the northernmost parking lots. The catch basins prior to the infiltration basin will be constructed with 3 foot sumps to collect sediment. A 4" PVC outlet pipe has been provided to insure the depth of water infiltrated is less than 2 feet, and larger events can be accommodated. The basin has a high water level of 1005.31 with an emergency overflow at 1007.00.

As shown on the attached Proposed Drainage Map, the east parking lot will drain to a proposed infiltration trench, and overflow to the existing storm sewer system. The infiltration trench will infiltrate storm water to an elevation of 1012.20, where it will overflow the curb and flow into the existing catch basin.

The parking lot expansion on the east will be constructed with permeable pavers, where the storm water will infiltrate during small rainfall events and a 4" perforated drain tile, connected to the existing storm sewer pipe, will control larger rainfall events.

The parking lot expansion directly north of the building will drain across the existing bituminous and curb and gutter and into the existing storm sewer pipe.

With the parking directly north of the building and along the east drive draining to the northwest pond and since this pond has had overtopping problems in the past, we are proposing to extend the surrounding berm to 998.50, and increase the emergency overflow elevation to 997.50. These modifications decreased the runoff rate by 13.9 cfs to 5.49 cfs and decreased the runoff volume by 11 cf during a 100 year rainfall event.

Proposed Outlets:

The northeast pond will use the existing outlet size and elevation, but will be removed and replaced to increase the berm elevation. The infiltration basin will have a 6" PVC outlet at an elevation of 1004.45 with a bottom elevation of 1002.50. Smaller rainfall events will fill the basin and infiltrate through the modified soils. The infiltration trench will have a drainage gravel trench with a depth of 4.5 feet to an elevation of 1007. The trench will infiltrate storm water from the 2 year rainfall event, and larger rainfall events will overtop the existing curb and flow into the existing storm sewer system. The permeable pavers will

have a 4" drantile installed at an elevation of 1011, to provide infiltration in the bottom 0.48 feet of the drainage rock.

As the inundation period is defined as the time the high water level in the facility is above the 0.2 feet from the bottom of the facility, the infiltration facilities drain down within 48 hours. The table located at the end of the proposed HydroCAD model illustrates this.

Erosion Control & Water Treatment:

All flared end outlets will be provided with rip-rap to slow the rate of discharge and provide further sediment removal. Silt fence shall line the grading extents of the project and erosion control fabric will be used on all slopes 4:1 or greater. The adjacent pavement will be swept daily to help control sediment removal from the site.

Rate Comparison:

The existing and proposed runoff rates and volumes leaving the drainage areas are listed in the tables below, along with high water levels.

North Drainage Area**2 year event**

	Existing Rate	Existing Volume	Proposed Rate	Proposed Volume
Outlet	1.65cfs	23,611cf	1.58cfs	22,846cf

10 year event

	Existing Rate	Existing Volume	Proposed Rate	Proposed Volume
Outlet	3.65cfs	49,931cf	3.52cfs	47,645cf

100 year event

	Existing Rate	Existing Volume	Proposed Rate	Proposed Volume
Outlet	19.39cfs	98,391cf	5.49cfs	98,380cf

South Drainage Area**2 year event**

	Existing Rate	Existing Volume	Proposed Rate	Proposed Volume
Outlet	0.06cfs	460cf	0.00cfs	0.00cf

10 year event

	Existing Rate	Existing Volume	Proposed Rate	Proposed Volume
Outlet	0.39cfs	1,534cf	0.02cfs	152cf

100 year event

	Existing Rate	Existing Volume	Proposed Rate	Proposed Volume
Outlet	1.21cfs	3,942cf	1.24cfs	3,340cf

High Water Levels

	Infiltration Basin	Infiltration Trench	Permeable Pavers	Northeast Pond
Existing HWL Elevation	0.00'	0.00'	0.00	996.76'
Proposed HWL Elevation	1005.27'	1012.34'	1011.03'	997.21'

PLANNING COMMISSION

§ 32.025 ESTABLISHMENT.

A Planning Commission is continued in the city.

(1997 Code, § 210.01)

§ 32.026 PURPOSE.

The Planning Commission is established to meet the requirements of state statute; to develop and enforce the Comprehensive Plan and amendments to the plan, subject to Council approval and the requirements of the Municipal Planning Act; and to review and make recommendations on subdivisions, zoning applications, planned unit developments, and site and building plans as provided by ordinance. No expenditures by the Commission shall be made unless and until authorized for the purpose by the Council.

(1997 Code, § 210.02)

§ 32.027 COMPOSITION.

(A) *Generally.* The Planning Commission shall consist of 9 voting members and 2 non-voting alternate members. The voting members shall be appointed for a 3-year term so that only 1/3 of the appointments will expire on December 31 of each year. Voting members may not serve more than 2 consecutive terms. Appointment to an additional term(s) will be considered with the available applicant pool. Alternate members shall be appointed to serve until there is a vacancy on the Planning Commission. The City Council shall appoint a first alternate and a second alternate who shall become voting members in the order of their appointment upon a vacancy on the Commission.

(1997 Code, § 210.03) (Am. Ord. 97-96, passed 1-15-2002; Am. Ord. 97-147, passed 2-15-2005; Am. Ord. 97-200, passed 11-5-2007)

(B) *Special appointments.*

(1) At the discretion of the City Council, up to 5 additional appointments can be made to the Planning Commission, for each special project, including but not limited to

Lake Elmo, MN Code of Ordinances

Environmental Management, Maintenance Advisory, and the Old Village, to assist with special projects currently in process, or directed by the City Council to be studied, drafted, and completed.

(2) The term of the special appointments shall expire 2 years from the date of appointment, or upon completion of the special project, whichever is first. Any special appointee may request reappointment if the specific project is not completed in that time.

(3) (a) Special project appointees shall have full voting privileges only on issues specifically related to the special project.

(b) Full voting privileges for the regular Planning Commission shall remain consistent with this section.

(Ord. 97-67, passed 1-2-2001; Am. Ord. 97-70, passed 1-16-2001)

§ 32.028 QUALIFICATIONS.

Each member and alternate member shall be a resident of the city. Wherever possible, Commission members should represent all geographical areas of the city and a cross-section of the population of the city at the time of appointment.

(1997 Code, § 210.04)

§ 32.029 REMOVAL.

Any member or alternate member may be removed by a 4/5 vote of the Council, for cause. Cause shall include but not be limited to having more than 3 consecutive absences or being absent from more than 1/3 of the meetings in any 1 calendar year. The Council may consider exceptional circumstances when applying this rule.

(1997 Code, § 210.05)

§ 32.030 OFFICERS.

The Commission shall elect a Chairperson, a Vice Chairperson, and a Secretary from among its appointed members at the annual meeting each year, for a term of 1 year. The Chairperson shall preside at all meetings of the Commission, if present, and shall perform all other duties and functions required by state statute or assigned by the Commission or the

Lake Elmo, MN Code of Ordinances

Council. The Vice Chairperson shall perform these duties in the absence of the Chairperson. If a vacancy occurs in the Chairperson's office, the Vice Chairperson shall assume the Chairperson's duties for the remainder of the year, and a new Vice Chairperson shall be elected by the Commission at a special election to be held at the next regularly scheduled Commission meeting, after at least 2-days written notice to each Commission member. The Secretary shall perform those duties assigned by state statute only. A recording Secretary shall be appointed by the Council to take and keep the minutes and records of the Commission.

(1997 Code, § 210.06)

§ 32.031 ANNUAL MEETINGS.

(A) The Commission shall hold an annual meeting the second Monday in the month of January in each year.

(B) The meeting shall be devoted to the election of officers and other business as shall be scheduled.

(1997 Code, § 210.07)

§ 32.032 ANNUAL WORK PLAN.

The Planning Commission shall meet with the Council at the Commission's first meeting in September each year to develop an annual work plan, including a list of projects, points of interaction on projects, programs, and goals for the following year.

(1997 Code, § 210.08)

§ 32.033 REGULAR MEETINGS.

Regular meetings shall be held in the City Hall at 7:00 p.m. on the second and fourth Mondays of each month. No action shall be taken in the absence of a quorum except to adjourn the meeting to a subsequent date. A regular meeting may be canceled or rescheduled by the Commission at a prior meeting or if there are no scheduled agenda items on the Thursday prior to the meeting. All action taken by the Commission shall be by the affirmative vote of a majority of the members present.

(1997 Code, § 210.09)

Lake Elmo, MN Code of Ordinances

§ 32.034 SPECIAL MEETINGS.

Special meetings of the Commission shall be held in the City Hall at a time and place designated or at a public place at a time designated and shall be called by the Chairperson. Upon the written request of at least 4 members, the Chairperson shall be required to call a special meeting to be held within 7 days of the request. Written notice of the meeting shall be given to all members not less than 3 working days in advance of the meeting.

(1997 Code, § 210.10)

§ 32.035 QUORUM.

A quorum shall consist of 5 members.

(1997 Code, § 210.11) (Am. Ord. 97-14, passed 9-2-1997)

§ 32.036 VOTING.

Each member attending any meeting shall be entitled to cast 1 vote. Voting shall be by voice vote. If any member has a personal interest of any kind in the matter before the Commission, the member shall disclose the interest and be disqualified from voting upon the matter. The Secretary shall record in the minutes that no vote was cast by that member. Alternate members shall be entitled to cast 1 vote in the absence of any member. The second alternate shall be entitled to cast 1 vote in the absence of any 2 members.

(1997 Code, § 210.12)

§ 32.037 PROCEEDINGS.

At any regular meeting of the Commission, the following shall be the regular order of business:

- (A) Roll call;
- (B) Approval of agenda;
- (C) Minutes of the preceding meeting;

Lake Elmo, MN Code of Ordinances

- (D) Public hearings as scheduled on the agenda;
- (E) Old and new business as scheduled on the agenda;
- (F) Communications;
- (G) Other; and
- (H) Adjournment.

(1997 Code, § 210.13)

§ 32.038 RULES OF PROCEDURE.

All meetings of the Commission shall be conducted in accordance with the Revised Robert's Rules of Order.

(1997 Code, § 210.14)

§ 32.039 AGENDA.

The Chairperson shall cause all items to be considered at any meeting to be placed on a written agenda by the City Administrator or an appointed designee. The City Administrator, or appointed designee, shall advise the Chairperson of any matters the Commission must consider by Council directive, ordinance, or statute and shall have prepared and supply a written agenda of all meetings to all Commission members, the Council, and the public no less than 4 days before each meeting.

(1997 Code, § 210.15)

§ 32.040 RECORDS.

Each formal action of the Commission shall be embodied in full upon the minute book as formal motion or resolution. The minutes of each meeting shall be provided to each member, the Council, and the public no more than 7 days after the date of each meeting. The recommendations and findings of the Commission shall be presented to the Council at the next regularly scheduled Council meeting. The records of meetings and actions and recommendations shall be transmitted to the City Administrator, or appointed designee, for keeping and distribution.

(1997 Code, § 210.16)

§ 32.041 TRAINING.

Commission members shall be encouraged to avail themselves of training courses offered by the city, the state, and other government and public training agencies and the Council shall budget for the reimbursement of expenses incurred in training each year.

(1997 Code, § 210.17)

§ 32.042 DUTIES AND POWERS OF THE COMMISSION; COMPREHENSIVE PLAN.

(A) *Plan.* The Planning Commission shall have the powers and duties given city planning agencies generally by law. The Commission shall also exercise the duties conferred upon it by this code. It shall be the purpose of the Planning Commission to prepare and adopt a Comprehensive Plan for the physical development of the city, including proposed public buildings, street arrangements and improvements, efficient design of major thoroughfares for moving of traffic, parking facilities, public utilities services, parks and playgrounds, a general land use plan, and other matters relating to the physical development of the city. The plan may be prepared in sections, each of which shall relate to the Comprehensive Plan program. After the Commission has prepared and adopted the Comprehensive Plan, it shall periodically, but at least every 5 years, review the Comprehensive Plan and any ordinances or program implementing the plan.

(B) *Means of executing plan.* Upon the adoption of a Comprehensive Plan or any section, it shall be the concern of the Planning Commission to recommend to the Council reasonable and practicable means for putting into effect the plan or section in order that the same will serve as a pattern and guide for the orderly physical development of the city and as a basis for judging the timely disbursements of funds to implement the objective. Means of effectuating the plan shall, among other things, consist of a zoning ordinance, subdivision regulations, capital improvement programming and technical review, and recommendations of matters referred to the Planning Commission by the Council.

(C) *Zoning ordinance.* The Planning Commission shall review all proposed amendments to the zoning ordinance, take part in public hearings, and make recommendations to the Council as may be prescribed by the zoning ordinance.

(D) *Conditional use permits.*

(1) The Planning Commission may make recommendations on all requests for

Lake Elmo, MN Code of Ordinances
a conditional use permit under the terms of the zoning ordinance.

(2) The Commission shall report its recommendations to the Council for action.

(E) *Subdivisions.* The Planning Commission may make recommendations in relation to the subdividing of land as prescribed by the ordinance; the Commission shall report its recommendations to the Council for action.

(F) *Variances.* The Planning Commission shall hear all variance requests from the literal provisions of this code, and shall follow the guidelines set forth in the zoning code.

(G) *Capital Improvement Program.*

(1) (a) The Planning Commission shall endeavor to obtain from city officers a descriptive list of proposed improvements for the ensuing 5-year period.

(b) The Planning Commission shall also request from the local school district a similar list of its proposed public works.

(2) (a) The Planning Commission shall list and classify all the proposed public works and shall prepare a coordinated program of proposed public works for the ensuing year and for a projected 5-year period.

(b) The program shall be recommended by the Planning Commission to the Council and to the other officers, departments, boards, or public bodies as have jurisdiction over the recommended planning or construction of the public works.

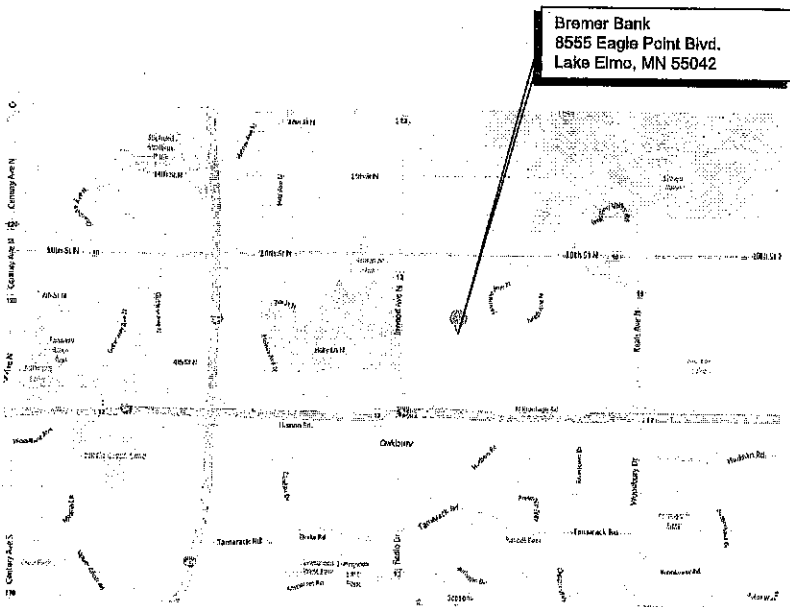
(1997 Code, § 210.18)

PROJECT:
2011 PARKING LOT ADDITION



FRAUENSHUH INC.
380 ST. PETER STREET, SUITE 150
ST. PAUL, MN 55102

VICINITY MAP



INDEX OF DRAWINGS

T	Title Sheet
C0.0	Topographic Survey
C0.1	Topographic Survey
C1.0	Demolition Plan
C2.0	Paving and Landscaping Plan
C3.0	Grading and Erosion Control Plan
C4.0	Utility Plan
C5.0	Details
E1.0	Electrical Plan
E2.0	Photometric Plan

PROJECT CONTACTS

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Electrical Engineer:
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Dunham Associates Inc
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Minneapolis, MN 55402
Tel: 612.465.7550
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FRAUENSHUH INC.
380 ST. PETER STREET
SUITE 150
ST. PAUL, MN 55102

2011 PARKING LOT ADDITION
BREMER BANK
8555 EAGLE POINT BLVD.
LAKE ELMO, MN 55042

I hereby certify that this plan, specifications or report was prepared by me or under my direct supervision and that I am a duly licensed Professional Engineer under the laws of the state of Minnesota.
Michael A. Murphy, P.E.
Date: 05.23.11 Reg. No.: 42808

Rev.	Date	Description

Project #: 12106105
Drawn By: KBK
Checked By: JAN
Issue Date: 05.23.11
Sheet Title:

TITLE SHEET
T
Sheet: 1 of 10

BREMER SERVICE CENTER

LAKE ELMO,
MINNESOTA

CONTACT:

JOHN NEMEC
LARSON ENGINEERING
3524 Labore Road
White Bear Lake, MN
55110-5100
Phone: (651) 481-9120

COUNTY:

WASHINGTON
COUNTY

SEAL:

THE STATE OF MINNESOTA DOES NOT
REQUIRE A SEAL.

REVISIONS:

DATE	REVISION
2-23-11	INITIAL ISSUE
3-30-11	ADD. TOPO

CERTIFICATION:

I hereby certify that this plan was prepared by me, or under my direct supervision, and that I am a duly Licensed Land Surveyor under the laws of the state of MINNESOTA.

Daniel L. Thummes
Daniel L. Thummes Registration No: 25718
Date: 02-23-10

PROJECT LOCATION:

8555
EAGLE POINT BLVD.

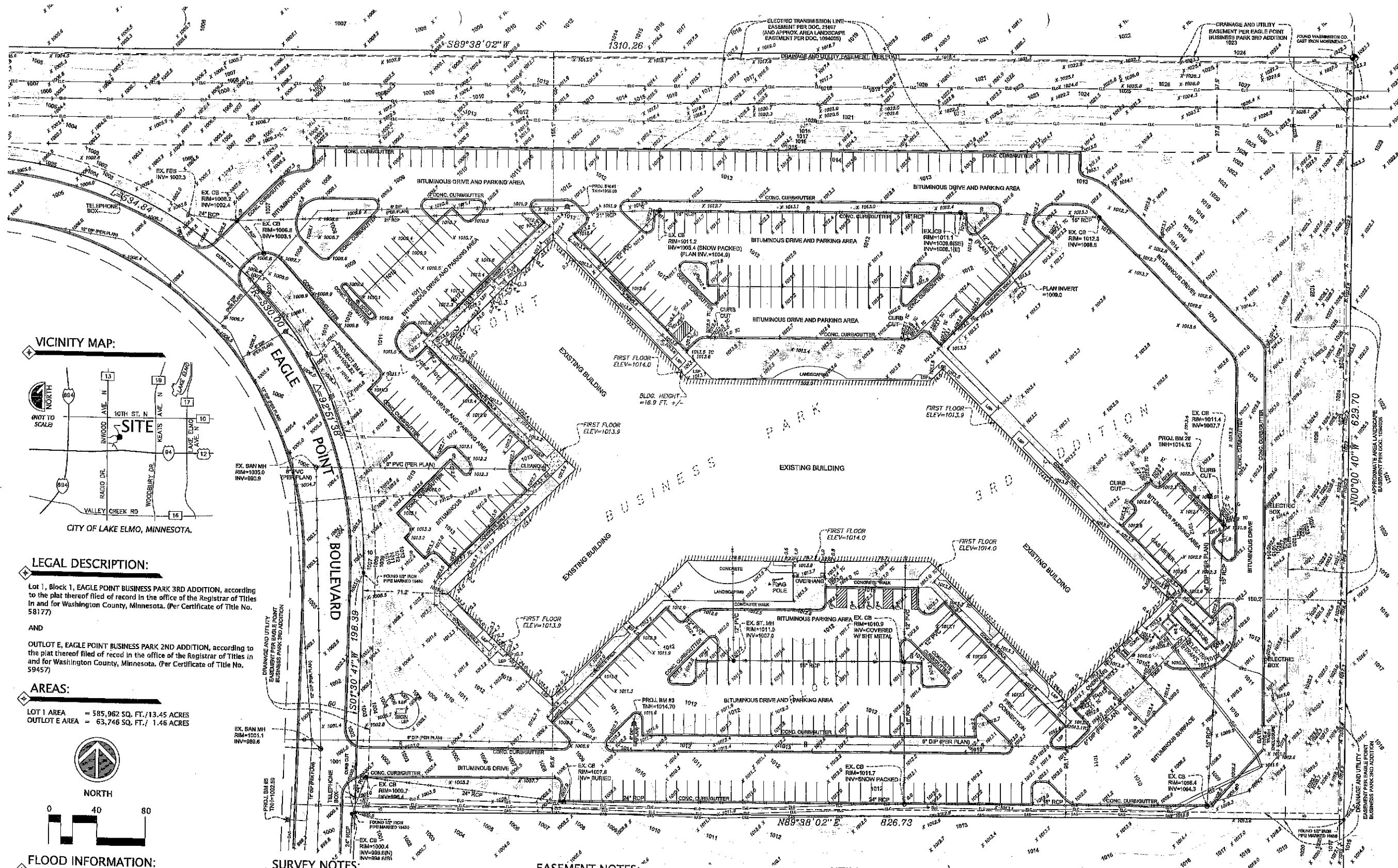
PID #3302921410049
PID #3302921420007

Suite #B100
200 East Chestnut Street
Stillwater, MN 55082
Phone 651.275.8969
Fax 651.275.8976
dan@csurvey.net

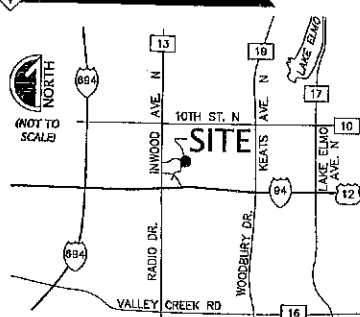
CORNERSTONE
LAND SURVEYING, INC.

FILE NAME SURVLE73
PROJECT NO. LEO1073

BOUNDARY/TOPOGRAPHIC
SURVEY



VICINITY MAP:



LEGAL DESCRIPTION:

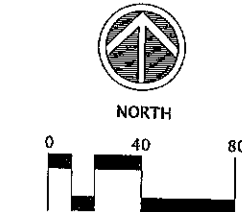
Lot 1, Block 1, EAGLE POINT BUSINESS PARK 3RD ADDITION, according to the plat thereof filed of record in the office of the Registrar of Titles in and for Washington County, Minnesota. (Per Certificate of Title No. 58177)

AND

OUTLOT E, EAGLE POINT BUSINESS PARK 2ND ADDITION, according to the plat thereof filed of record in the office of the Registrar of Titles in and for Washington County, Minnesota. (Per Certificate of Title No. 59457)

AREAS:

LOT 1 AREA = 585,962 SQ. FT./13.45 ACRES
OUTLOT E AREA = 63,746 SQ. FT./1.46 ACRES



FLOOD INFORMATION:

BY GRAPHIC PLOTTING ONLY, THIS PROPERTY IS IN ZONE "X" OF THE FLOOD INSURANCE RATE MAP, COMMUNITY PANEL 27163C0335 DATED FEBRUARY 3, 2010. ZONE X IS AN AREA DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN

BENCHMARK:

MNDOT GEODETIC DATABASE STATION #33426. VERTICAL CONTROL DISK STAMPED '8282 AD 1990' LOCATED IN TOP OF RAILING OF SOUTHBOUND CO. RD. 13 (RADIO DR.) BRIDGE 82843 OVER INTERSTATE HIGHWAY 94. ELEVATION = 1008.33

PROJECT BENCHMARK SHOWN GRAPHICALLY AT SURVEY SITE.

SURVEY NOTES:

FIELDWORK PERFORMED FEBRUARY 14 - 21, AND MARCH 25, 2011.

TOPOGRAPHIC FEATURES WERE SHOT TO THE BEST OF OUR ABILITIES. INVERTS WERE TAKEN AS CLOSE TO THE BOTTOM OF THE STRUCTURE AS POSSIBLE.

LARGE PILES OF SNOW WERE PRESENT ON THIS SITE. ADDITIONAL UTILITIES AND/OR PAVEMENT TRANSITIONS MAY EXIST UNDER THE SNOW COVER OF WHICH WE ARE UNAWARE.

SPOT ELEVATIONS FOR THE CURB LINES ARE AVAILABLE AS A POINT BLOCK IN THE ELECTRONIC VERSION OF THIS DRAWING. SHOTS ARE TO THE GUTTER LINE OF CURB UNLESS OTHERWISE NOTED.

PROJECT COORDINATES IN ELECTRONIC FILE ARE BASED THE WASHINGTON COUNTY COORDINATE SYSTEM.

EASEMENT NOTES:

- 1) SUBJECT TO ELECTRIC TRANSMISSION EASEMENT PER DOC. 21697 SHOWN GRAPHICALLY.
 - 2) SUBJECT TO COVENANTS PER DOC. NO 1065503 AND AMENDED BY DOC. NO. 1118152. NOT SHOWN.
 - 3) SUBJECT TO DEVELOPMENT STANDARDS PER DOC. NO 1092280. NOT SHOWN.
 - 4) SUBJECT TO MONUMENT AND LANDSCAPING COVENANTS PER DOC. NO. 1094005. APPROXIMATE LANDSCAPE EASEMENTS SHOWN GRAPHICALLY.
 - 5) SUBJECT TO STORMWATER AGREEMENT PER DOC. 1110374. NOT SHOWN.
- ADDITIONAL EASEMENTS OF WHICH WE ARE UNAWARE MAY EXIST. INFORMATION SHOWN HEREIN PER CERTIFICATE OF TITLE NOS. 58177 AND 59457.

UTILITY NOTES

THE UNDERGROUND UTILITIES SHOWN HAVE BEEN LOCATED FROM FIELD SURVEY INFORMATION/ EXISTING DRAWINGS. THE SURVEYOR MAKES NO GUARANTEE THAT THE UNDERGROUND UTILITIES SHOWN COMPROMISE ALL SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. THE SURVEYOR FURTHER DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN ARE IN THE EXACT LOCATION INDICATED ALTHOUGH HE DOES CERTIFY THAT THEY ARE LOCATED AS ACCURATELY AS POSSIBLE FROM THE INFORMATION AVAILABLE. MOST UTILITIES ARE SHOWN BASED ON MARKING LEFT ON THE GROUND IN RESPONSE TO CORNER ONE LOCATE TICKET #110420356. THIS SURVEY HAS NOT PHYSICALLY LOCATED THE UNDERGROUND UTILITIES. ADDITIONAL UTILITIES OF WHICH WE ARE UNAWARE MAY EXIST.



LEGEND:

- DENOTES MONUMENT SET AND MARKED ILS 25718
- DENOTES FOUND MONUMENT AS MARKED
- ✕ WATER VALVES
- ✕ HYDRANT
- CATCH BASIN/STORM MH
- CULVERT/F.E.S.
- SANITARY MANHOLE
- CLEAN OUT
- SIGN
- UTILITY POLE
- LIGHT POLE
- TELE/ELEC BOX
- ELECTRIC METER/GAS METER
- GAS VALVE
- ELECTRIC LINE
- TELEPHONE LINE
- FIBER OPTIC LINE
- WATER LINE
- STORM SEWER LINE
- SANITARY SEWER LINE
- FENCE
- CURB
- CONCRETE
- 1 FOOT CONTOUR INTERVAL

BREMER
SERVICE CENTER

LAKE ELMO,
MINNESOTA

CONTACT:

JOHN NEMEC
LARSON ENGINEERING
3524 Labore Road
White Bear Lake, MN
55110-5100
Phone: (651) 481-9120

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DATE	REVISION
2-23-11	INITIAL ISSUE
3-30-11	ADD. TOPO

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Daniel L. Thurnes Registration No: 25718
Date: 02-23-10

PROJECT LOCATION:

8555
EAGLE POINT BLVD.

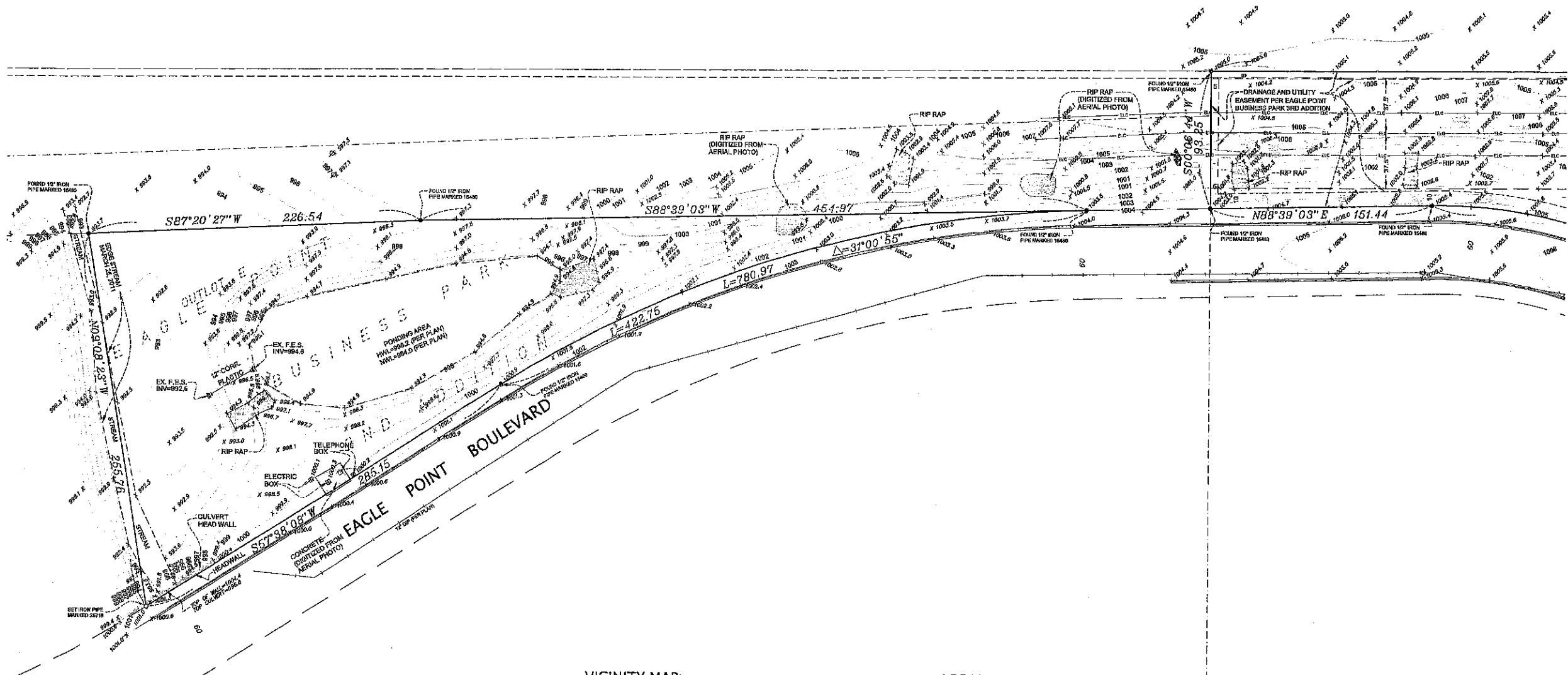
PID #3302921410049
PID #3302921420007

Suite #B100
200 East Chestnut Street
Stillwater, MN 55082
Phone 651.275.8869
Fax 651.275.8876
dan@cornerstone.net

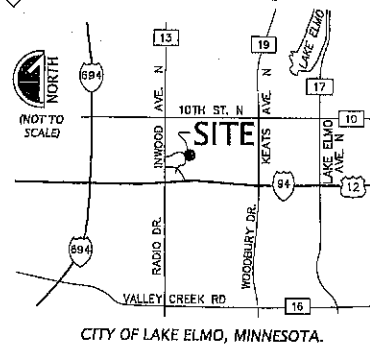
CORNERSTONE
LAND SURVEYING, INC

FILE NAME SURVEY73
PROJECT NO. LE01073

BOUNDARY/TOPOGRAPHIC
SURVEY



VICINITY MAP:



LEGAL DESCRIPTION:

Lot 1, Block 1, EAGLE POINT BUSINESS PARK 3RD ADDITION, according to the plat thereof filed of record in the office of the Registrar of Titles in and for Washington County, Minnesota. (Per Certificate of Title No. 58177)

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- | | |
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| ● DENOTES FOUND MONUMENT AS MARKED | □ ELECTRIC METER/GAS METER |
| ○ WATER VALVES | □ GAS VALVE |
| ○ HYDRANT | — ELECTRIC LINE |
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| ○ LIGHT POLE | — CURB |
| | — CONCRETE |
| | 1 FOOT CONTOUR INTERVAL |

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- 5) SUBJECT TO STORMWATER AGREEMENT PER DOC. 1110574. NOT SHOWN. DOC. REFERS TO PONDING EASEMENT TO THE CITY OVER ALL OF OUTLOT E, THOUGH A SPECIFIC DEDICATION OF SUCH WAS NOT NOTED.

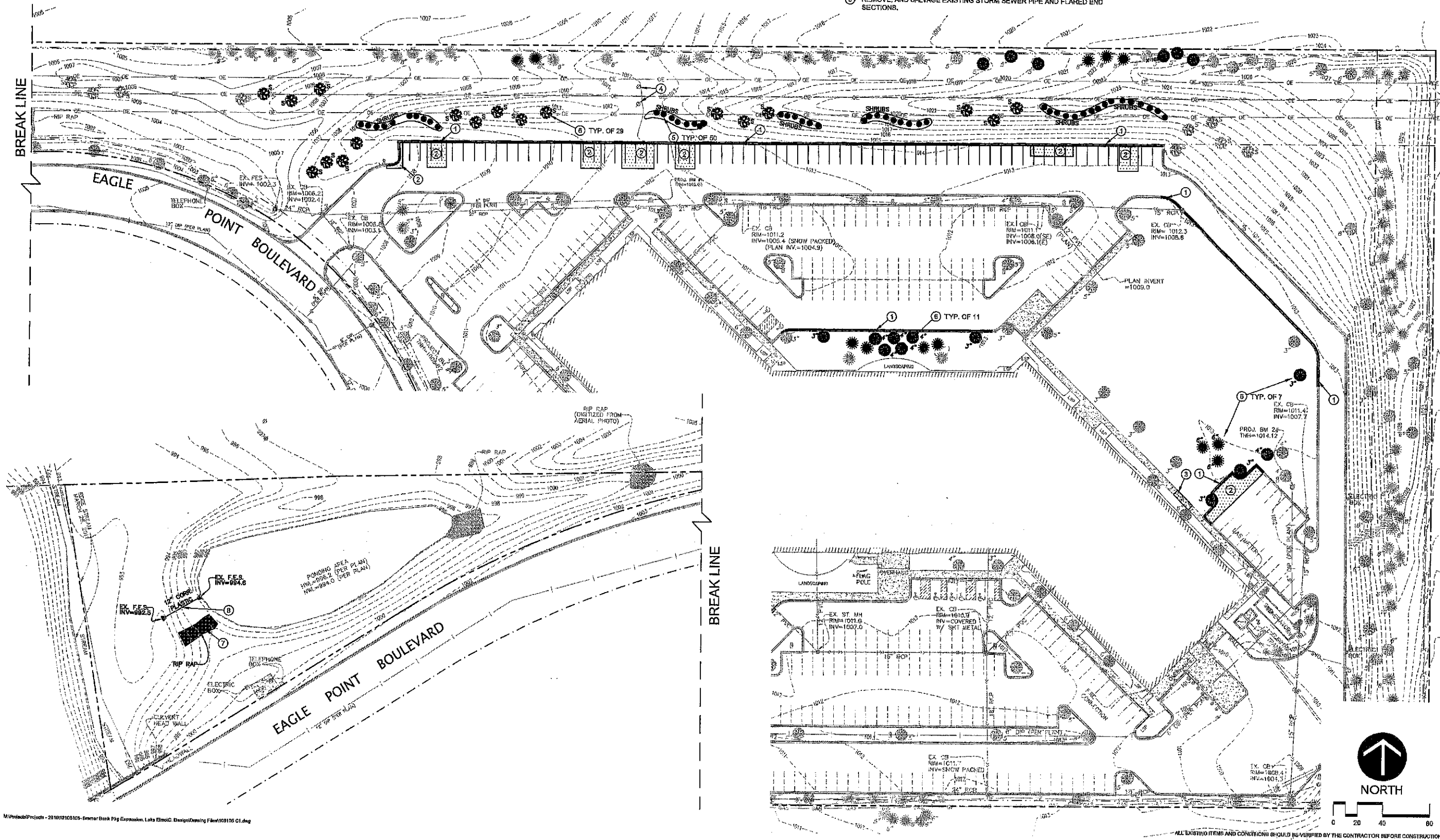
ADDITIONAL EASEMENTS OF WHICH WE ARE UNAWARE MAY EXIST. INFORMATION SHOWN HEREIN PER CERTIFICATE OF TITLE NOS. 58177 AND 59457.

DEMOLITION NOTES

- 1 SAWCUT, REMOVE, AND DISPOSE OF EXISTING CONCRETE CURB AND GUTTER.
- 2 SAWCUT, REMOVE, AND DISPOSE OF EXISTING BITUMINOUS PAVEMENT SECTION.
- 3 SAWCUT, REMOVE, AND DISPOSE OF EXISTING CONCRETE PAVEMENT SECTION.
- 4 PROTECT EXISTING ELECTRICAL POLE AND LINES DURING CONSTRUCTION, PER XCEL ENERGY GENERAL TRANSMISSION LINE ENCROACHMENT GUIDE LINES - 115KV
- 5 REMOVE, AND DISPOSE OF EXISTING SHRUBS AND LANDSCAPING.
- 6 REMOVE, AND SALVAGE EXISTING TREES, TO REPLANT AFTER CONSTRUCTION.
- 7 REMOVE, AND SALVAGE EXISTING RIP RAP TO REUSE AFTER GRADING IS COMPLETE.
- 8 REMOVE, AND SALVAGE EXISTING STORM SEWER PIPE AND FLARED END SECTIONS.

SYMBOL LEGEND

- REMOVE AND DISPOSE OF EXISTING BITUMINOUS PAVEMENT SECTION
- REMOVE AND DISPOSE OF EXISTING CONCRETE PAVEMENT SECTION



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White Bear Lake, MN 55110
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www.larsonengr.com

FRAUENSHUH INC.
380 ST. PETER STREET
SUITE 150
ST. PAUL, MN 55102

2011 PARKING LOT ADDITION
BREMER BANK
8555 EAGLE POINT BLVD.
LAKE ELMO, MN 55042

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

Michael A. Murphy, P.E.
Michael A. Murphy, P.E.
Date: 05.23.11 Reg. No.: 42808

Rev.	Date	Description

Project #: 12106106
Drawn By: KBK
Checked By: JAN
Issue Date: 05.23.11
Sheet Title:

DEMOLITION PLAN

C1.0

Sheet: 4 of 10

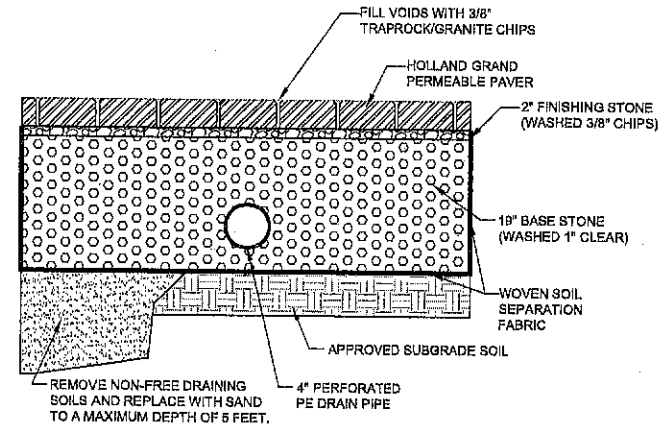
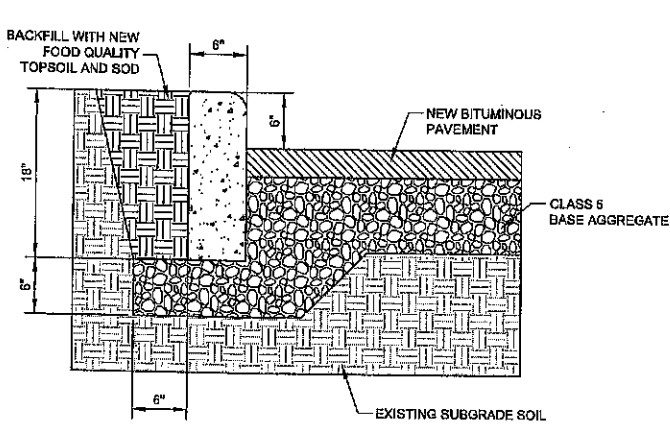
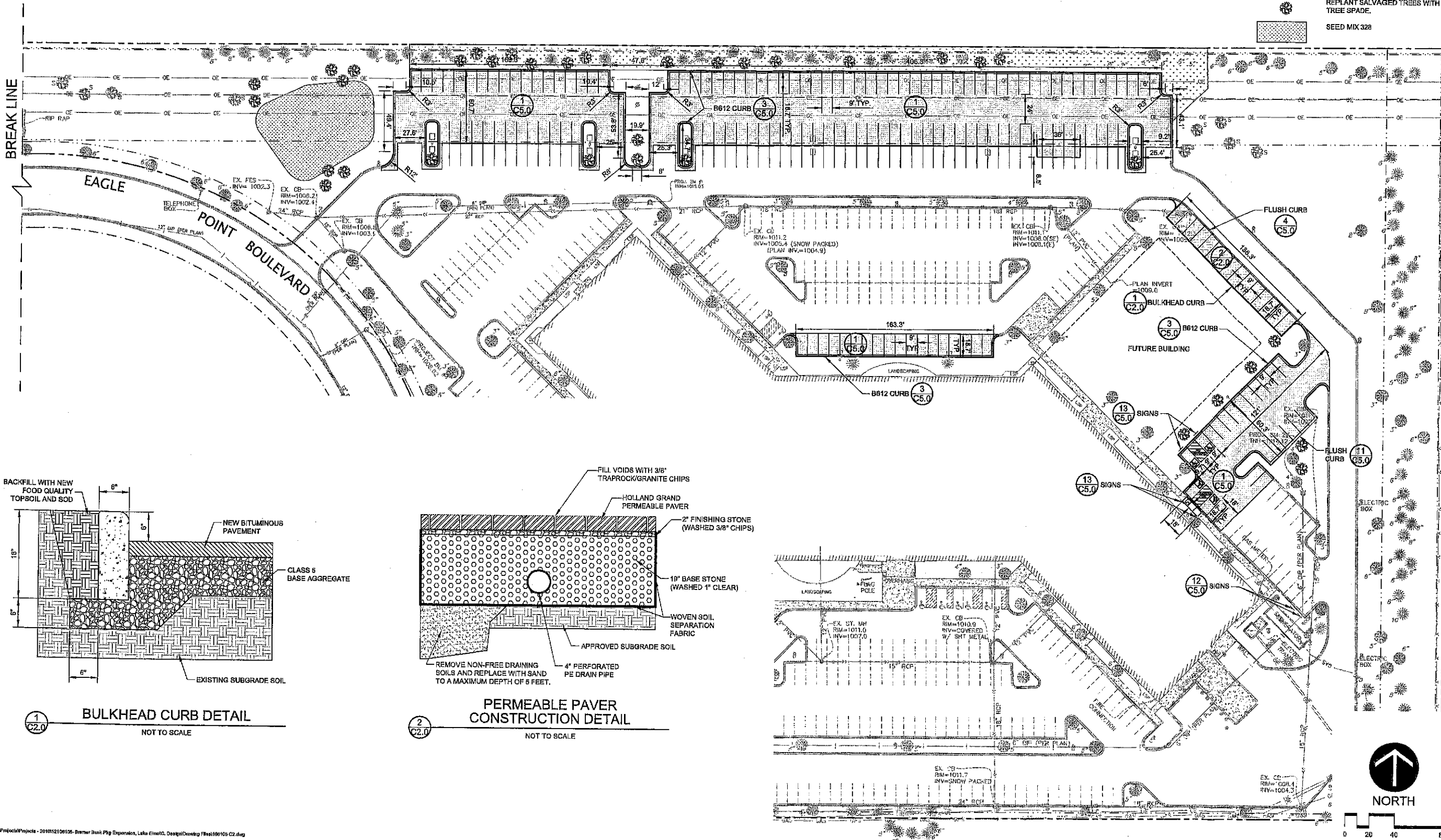
NOTES

1. Contractor must submit a construction schedule and haul route diagram to the city of Lake Elmo prior to construction.
2. Construction vehicle parking on Eagle Point Boulevard shall not extend overnight and shall abide by local regulations.

WHERE APPLICABLE, DIMENSIONS ARE FROM BACK OF CURB TO BACK OF CURB OR BACK OF CURB TO END OF STALL LINE.

SYMBOL LEGEND

- NEW 2.5" BITUMINOUS PAVEMENT OVER 7" AGGREGATE BASE SEE DETAIL 1/C5.0
- PERMEABLE PAVERS OVER 21" DRAINAGE ROCK SEE DETAIL 2/C2.0
- NEW 4" CONCRETE PAVEMENT OVER 8" AGGREGATE BASE SEE DETAIL 2/C5.0
- SHORT NO MOW NATIVE SEED MIXTURE WITH WILD FLOWERS
- REPLANT SALVAGED TREES WITH TREE SPADE.
- SEED MIX 328



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2011 PARKING LOT ADDITION
BREMER BANK
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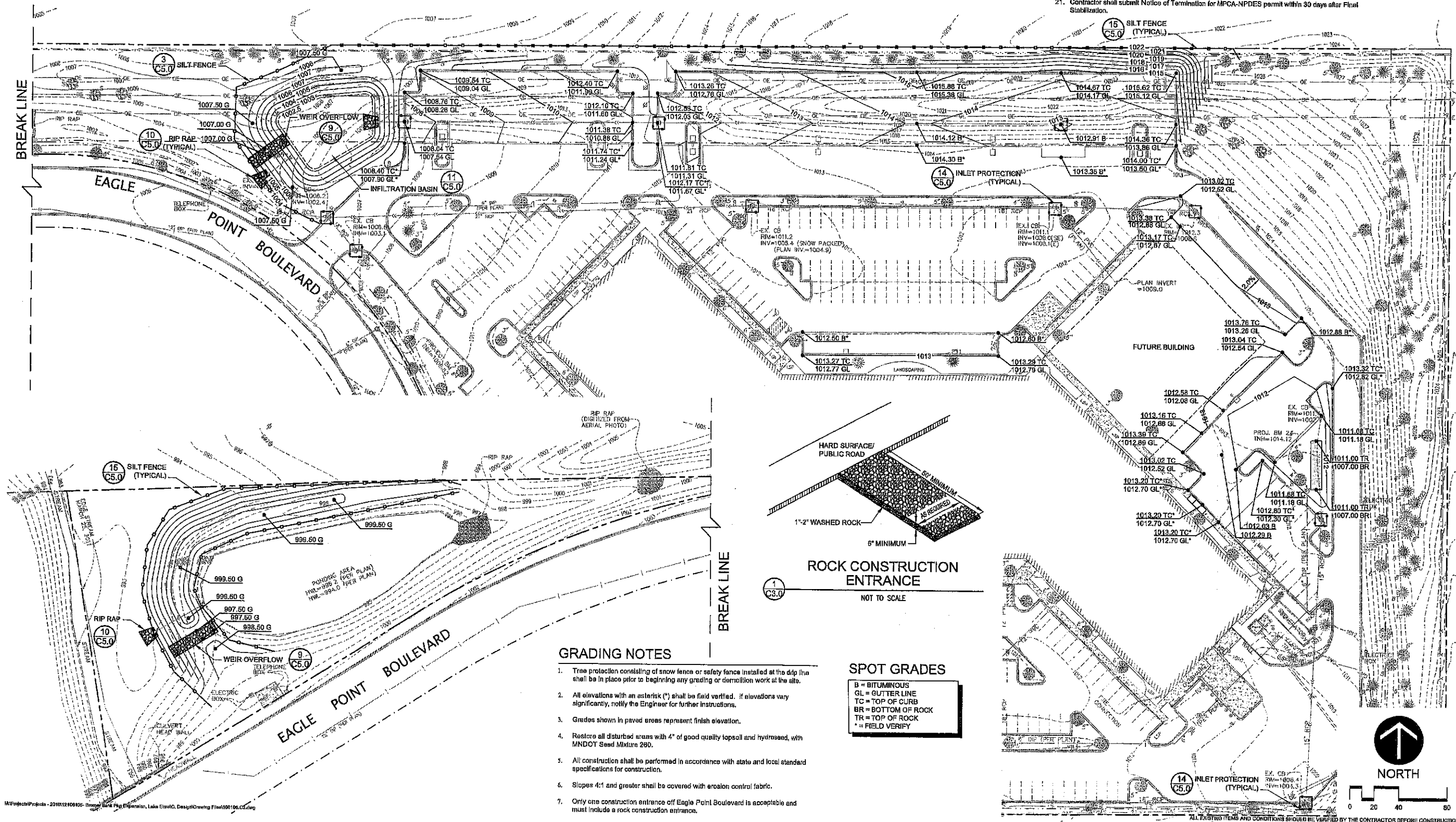
Project #: 12106105
Drawn By: KBK
Checked By: JAN
Issue Date: 05.23.11
Sheet Title: PAVING AND LANDSCAPING PLAN

C2.0
Sheet: 5 of 10

EROSION CONTROL NOTES

1. Owner and Contractor shall obtain MPCA-NPDES permit. Contractor shall be responsible for all fees pertaining to this permit. The SWPPP shall be kept onsite at all times.
2. Install temporary erosion control measures (inlet protection, silt fence, and rock construction entrances) prior to beginning any excavation or demolition work at the site.
3. Erosion control measures shown on the erosion control plan are the absolute minimum. The contractor shall install temporary earth dikes, sediment traps or basins, additional siltation fencing, and/or disk the soil parallel to the contours as deemed necessary to further control erosion. All changes shall be recorded in the SWPPP.
4. The toe of the silt fence shall be trenched in a minimum of 6". The trench backfill shall be compacted with a vibratory plate compactor.
5. All grading operations shall be conducted in a manner to minimize the potential for site erosion. Sediment control practices must be established on all down gradient perimeters before any up gradient land disturbing activities begin.
6. All exposed soil areas must be stabilized as soon as possible to limit soil erosion but in no case later than 7 days after the construction activity in that portion of the site has temporarily or permanently ceased. Temporary stockpiles without significant silt, clay or organic components (e.g., clean aggregate stockpiles, demolition concrete stockpiles, sand stockpiles) and the constructed base components of roads, parking lots and similar surfaces are exempt from this requirement.
7. Pipe cullets must be provided with energy dissipation within 24 hours of connection to surface water.
8. All riprap shall be installed with a filter material or soil separation fabric and comply with the Minnesota Department of Transportation Standard Specifications.
9. All storm sewer catch basins not needed for site drainage during construction shall be covered to prevent runoff from entering the storm sewer system. Catch basins necessary for site drainage during construction shall be provided with inlet protection.
10. In areas where concentrated flows occur (such as swales and areas in front of storm catch basins and intakes) the erosion control facilities shall be backed by stabilization structure to protect those facilities from the concentrated flows.

11. Inspect the construction site once every seven days during active construction and within 24 hours after a rainfall event greater than 0.5 inches in 24 hours. All inspections shall be recorded in the SWPPP.
12. All silt fences must be repaired, replaced, or supplemented when they become nonfunctional or the sediment reaches 1/3 of the height of the fence. These repairs must be made within 24 hours of discovery, or as soon as field conditions allow access. All repairs shall be recorded in the SWPPP.
13. If sediment escapes the construction site, off-site accumulations of sediment must be removed in a manner and at a frequency sufficient to minimize off-site impacts.
14. All soils tracked onto pavement shall be removed daily.
15. All infiltration areas must be inspected to ensure that no sediment from ongoing construction activity is reaching the infiltration area and these areas are protected from compaction due to construction equipment driving across the infiltration area.
16. Collected sediment, asphalt and concrete millings, floating debris, paper, plastic, fabric, construction and demolition debris and other wastes must be disposed of properly and must comply with MPCA disposal requirements.
17. Oil, gasoline, paint and any hazardous substances must be properly stored, including secondary containment, to prevent spills, leaks or other discharge. Restricted access to storage areas must be provided to prevent vandalism. Storage and disposal of hazardous waste must be in compliance with MPCA regulations.
18. External washing of trucks and other construction vehicles must be limited to a defined area of the site. Runoff must be contained and waste properly disposed of. No engine degreasing is allowed onsite.
19. All liquid and solid wastes generated by concrete washout operations must be contained in a leak-proof containment facility or impermeable liner. A compacted clay liner that does not allow washout liquids to enter ground water is considered an impermeable liner. The liquid and solid wastes must not contact the ground, and there must not be runoff from the concrete washout operations or areas. Liquid and solid wastes must be disposed of properly and in compliance with MPCA regulations. A sign must be installed adjacent to each washout facility to inform concrete equipment operators to utilize the proper facilities.
20. Upon completion of the project and stabilization of all graded areas, all temporary erosion control facilities (silt fences, hay bales, etc.) shall be removed from the site.
21. Contractor shall submit Notice of Termination for MPCA-NPDES permit within 30 days after Final Stabilization.



GRADING NOTES

1. Tree protection consisting of snow fence or safety fence installed at the drip line shall be in place prior to beginning any grading or demolition work at the site.
2. All elevations with an asterisk (*) shall be field verified. If elevations vary significantly, notify the Engineer for further instructions.
3. Grades shown in paved areas represent finish elevation.
4. Restore all disturbed areas with 4" of good quality topsoil and hydrosseed, with MNDOT Seed Mixture 260.
5. All construction shall be performed in accordance with state and local standard specifications for construction.
6. Slopes 4:1 and greater shall be covered with erosion control fabric.
7. Only one construction entrance off Eagle Point Boulevard is acceptable and must include a rock construction entrance.

SPOT GRADES

B = BITUMINOUS
GL = GUTTER LINE
TC = TOP OF CURB
BR = BOTTOM OF ROCK
TR = TOP OF ROCK
* = FIELD VERIFY

ROCK CONSTRUCTION
ENTRANCE

NOT TO SCALE

Larson
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3524 Labore Road
White Bear Lake, MN 55110
651.481.9120 (f) 651.481.9201
www.larsonenr.com

FRAUENSHUH INC.
380 ST. PETER STREET
SUITE 150
ST. PAUL, MN 55102

**2011 PARKING
LOT ADDITION**
BREMER BANK
8555 EAGLE POINT BLVD.

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

Michael A. Murphy, P.E.
Date: 05.23.11 Reg. No.: 4

Rev.	Date	Description

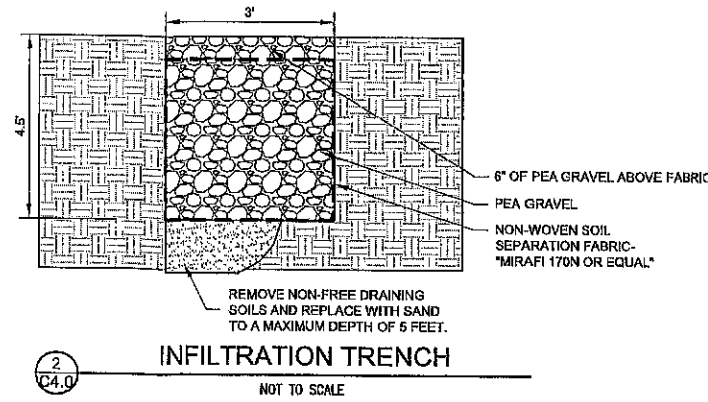
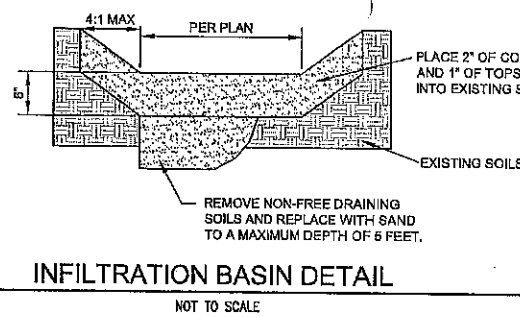
Project #: 12106105
 Drawn By: KBK
 Checked By: JAN
 Issue Date: 05.23.11

GRADING AND
EROSION CONTR
PLAN

C3.0

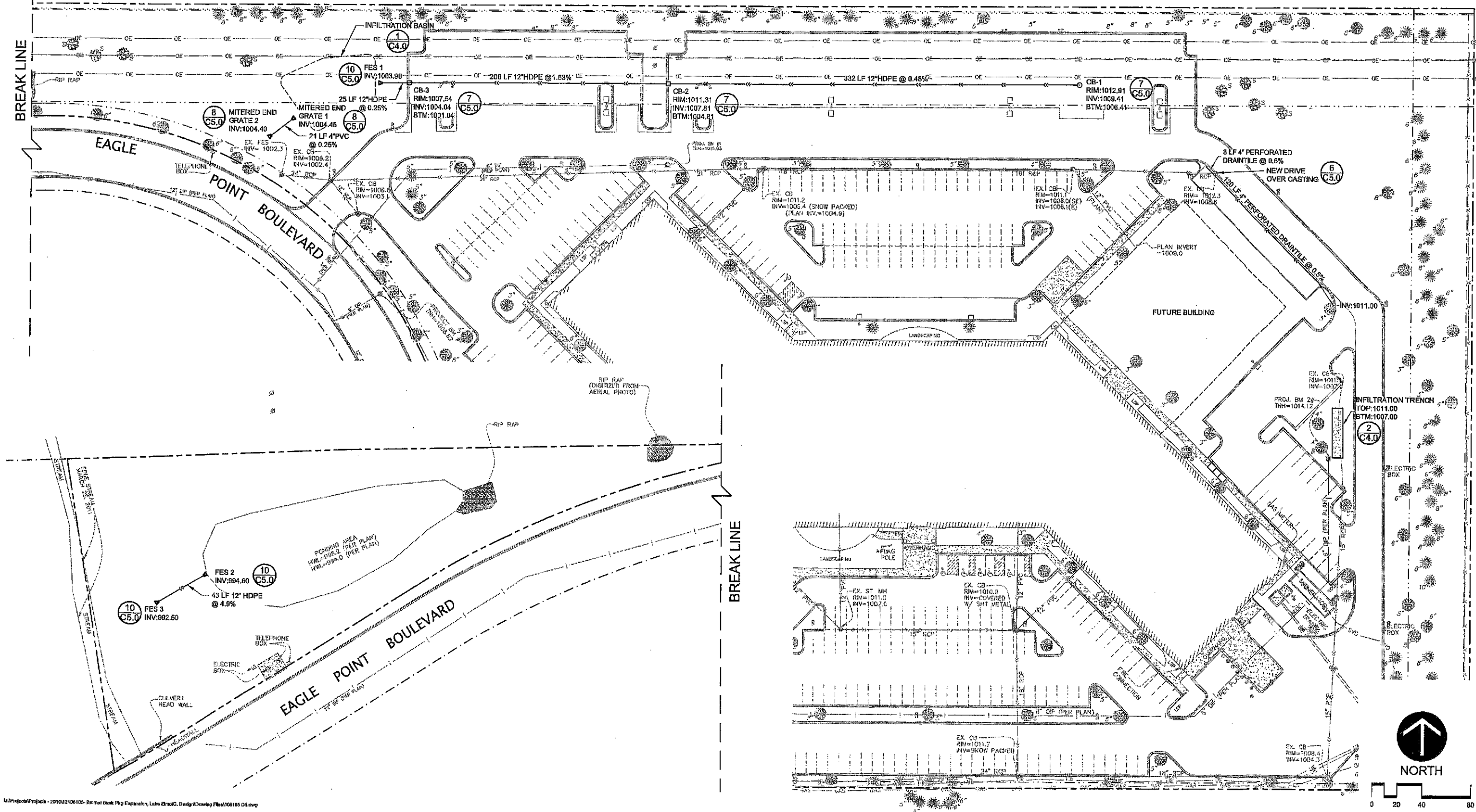
Sheet: 6

- CONSTRUCTION NOTES:
- 1) THE INFILTRATION AREAS SHALL BE PROTECTED FROM CONSTRUCTION TRAFFIC.
 - 2) ONLY LOW IMPACT EARTH MOVING EQUIPMENT SHALL BE ALLOWED IN THE INFILTRATION AREAS.
 - 3) THE INFILTRATION AREAS ARE NOT TO BE EXCAVATED TO FINAL GRADE UNTIL THE CONTRIBUTING DRAINAGE AREAS HAVE BEEN CONSTRUCTED AND FULLY STABILIZED.



UTILITY NOTES

1. It is the responsibility of the contractor to perform or coordinate all necessary utility connections and relocations from existing utility locations to the proposed onsite amenities. These connections include but are not limited to water, sanitary sewer, cable TV, telephone, gas, electric, site lighting, etc.
2. All service connections shall be performed in accordance with state and local standard specifications for construction.
3. The contractor shall notify all appropriate engineering departments and utility companies 72 hours prior to construction. All necessary precautions shall be made to avoid damage to existing utilities.
4. The contractor shall verify the connection pipe elevation prior to any utility work. If different than shown notify the Engineer immediately.
5. See Project Specifications for bedding requirements.



M:\Projects\2011\201106105- Bremer Bank Pkwy Expansion, Lake Elmo\04. Design\Drawings\Plan\106105 04.dwg

ALL EXISTING ITEMS AND CONDITIONS SHOULD BE VERIFIED BY THE CONTRACTOR BEFORE CONSTRUCTION

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2011 PARKING LOT ADDITION
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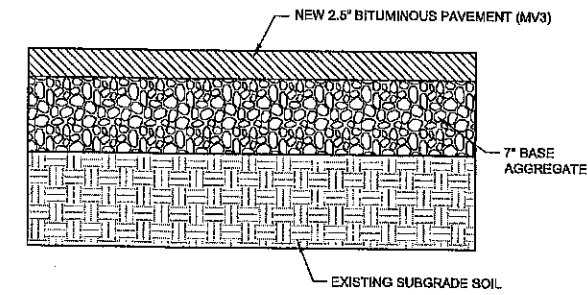
Project Title:

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

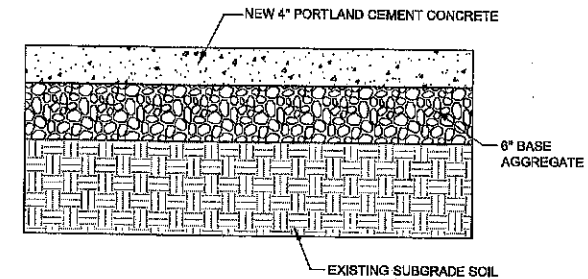
Michael A. Murphy, P.E.
Michael A. Murphy, P.E.
Date: 05.23.11 Reg. No.: 42808

Rev.	Date	Description

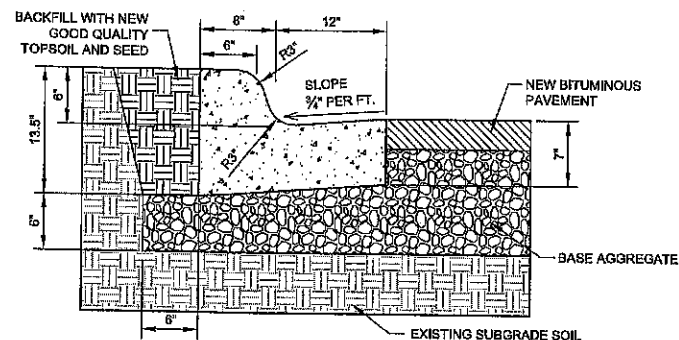
Project #: 12106105
Drawn By: KBR
Checked By: JAN
Issue Date: 05.23.11
Sheet Title:
UTILITY PLAN
C4.0
Sheet: 7 of 10



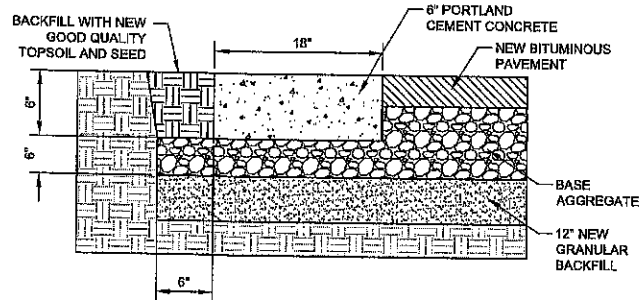
BITUMINOUS CONSTRUCTION DETAIL
NOT TO SCALE



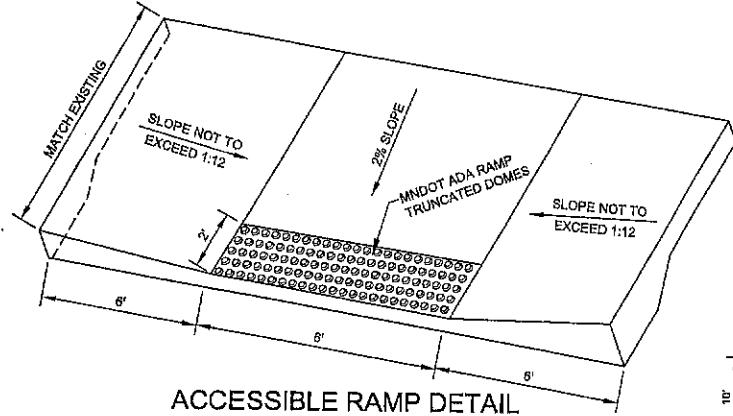
CONCRETE CONSTRUCTION DETAIL
NOT TO SCALE



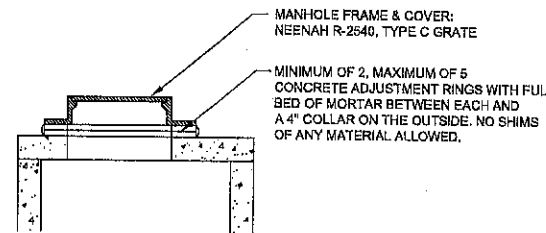
B612 CONCRETE CURB & GUTTER DETAIL
NOT TO SCALE



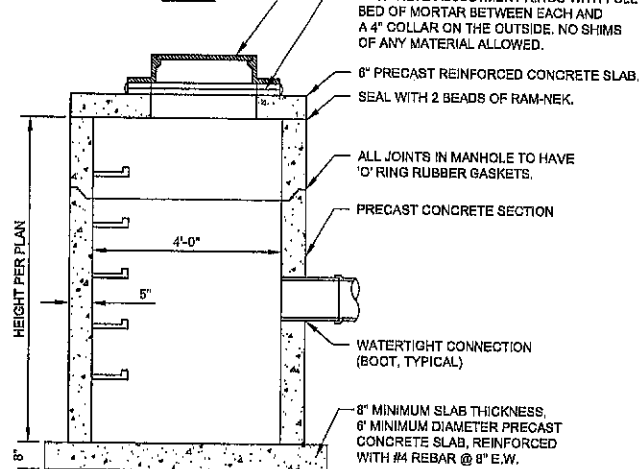
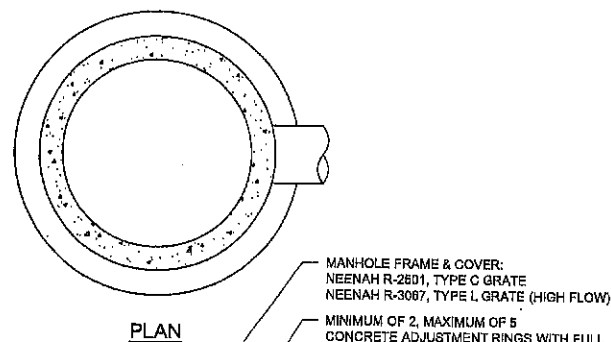
FLUSH CURB DETAIL
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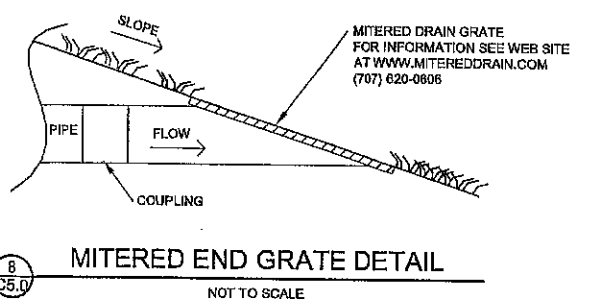
ACCESSIBLE RAMP DETAIL WITH TRUNCATED DOMES
NOT TO SCALE



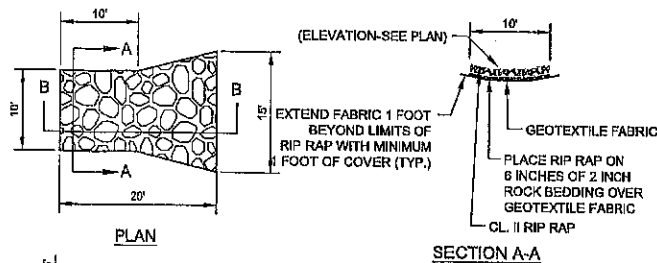
CATCH BASIN / MANHOLE FRAME DETAIL
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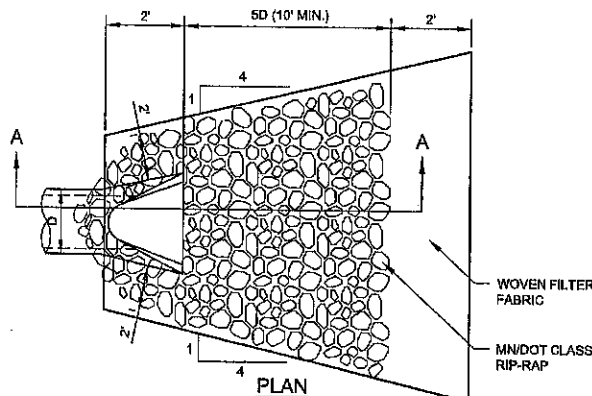
CATCH BASIN DETAIL
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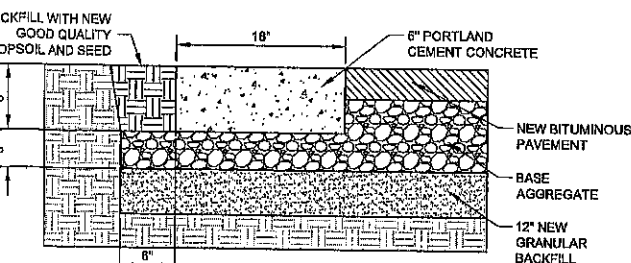
MITERED END GRATE DETAIL
NOT TO SCALE



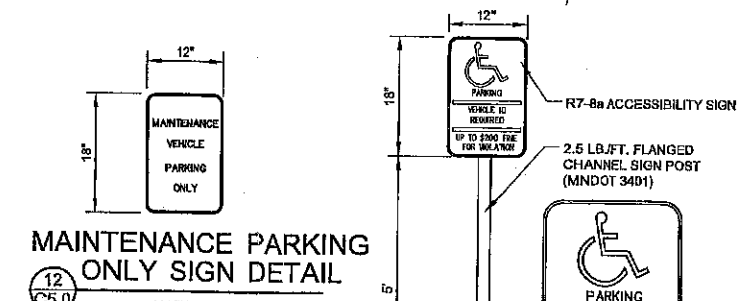
TYPICAL RIP RAP WEIR OVERFLOW
NOT TO SCALE



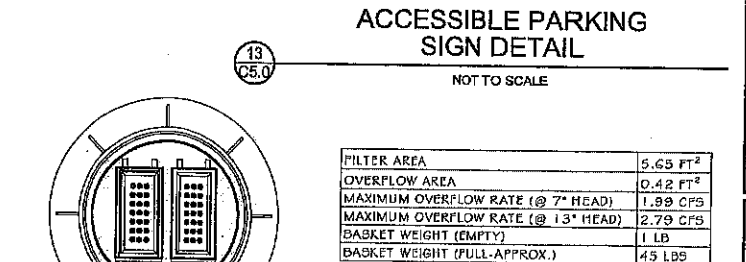
RIP-RAP AT OUTLETS
NOT TO SCALE



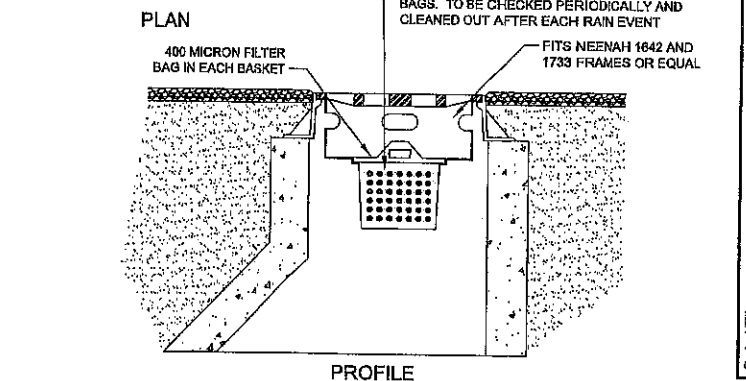
FLUSH CURB DETAIL
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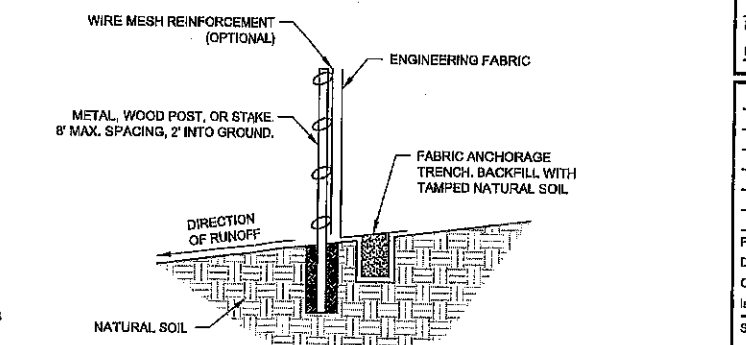
MAINTENANCE PARKING ONLY SIGN DETAIL
NOT TO SCALE



ACCESSIBLE PARKING SIGN DETAIL
NOT TO SCALE



INFRA SAFE INLET 14 (OR EQUAL)
NOT TO SCALE



SILT FENCE INSTALLATION DETAIL
NOT TO SCALE

ALL EXISTING ITEMS AND CONDITIONS SHOULD BE VERIFIED BY THE CONTRACTOR BEFORE CONSTRUCTION

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2011 PARKING LOT ADDITION
BREMER BANK
8555 EAGLE POINT BLVD.
LAKE ELMO, MN 55042

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Michael A. Murphy, P.E.
Date: 05.23.11 Reg. No.: 42808

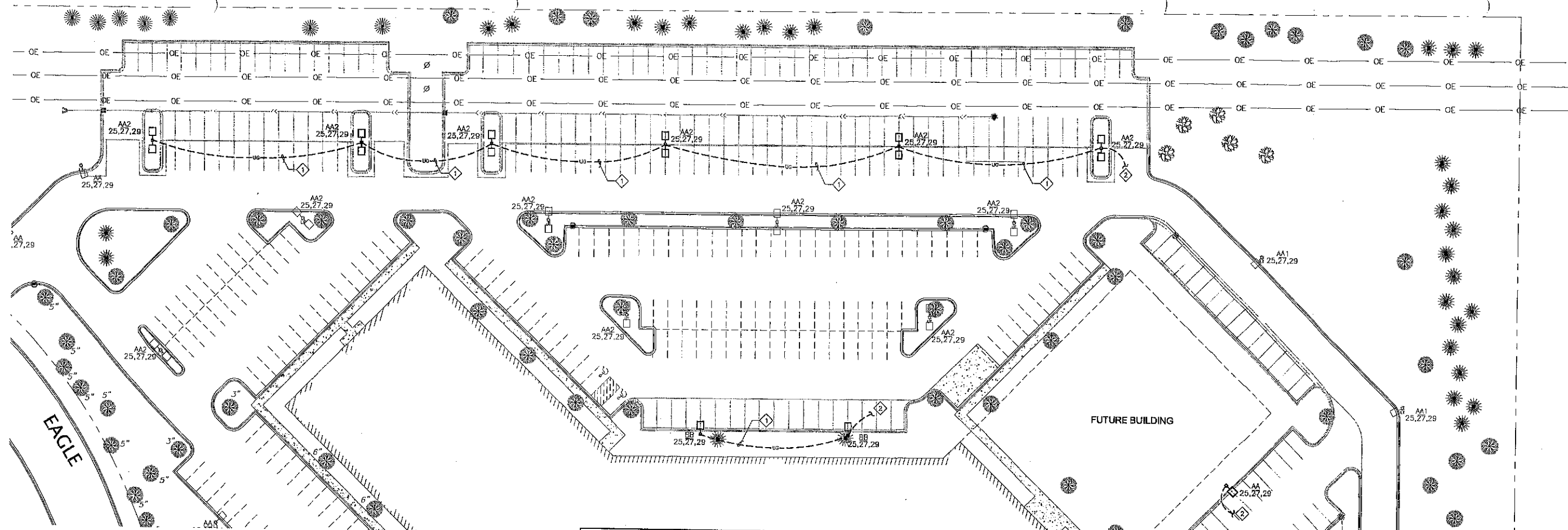
Rev.	Date	Description

Project #: 12109106
Drawn By: KBK
Checked By: JAN
Issue Date: 05.23.11
Sheet Title:

DETAILS

C5.0

Sheet: 8 of 10



NOTES FOR THIS DRAWING

1. 1" C. - (3) #B & (1) #BGND.
2. INTERCEPT EXISTING UNDERGROUND LIGHTING CIRCUIT AT EXISTING LIGHTING POLE. EXTEND CIRCUITRY TO NEW LIGHTING POLES AS SHOWN.

LUMINAIRE SCHEDULE

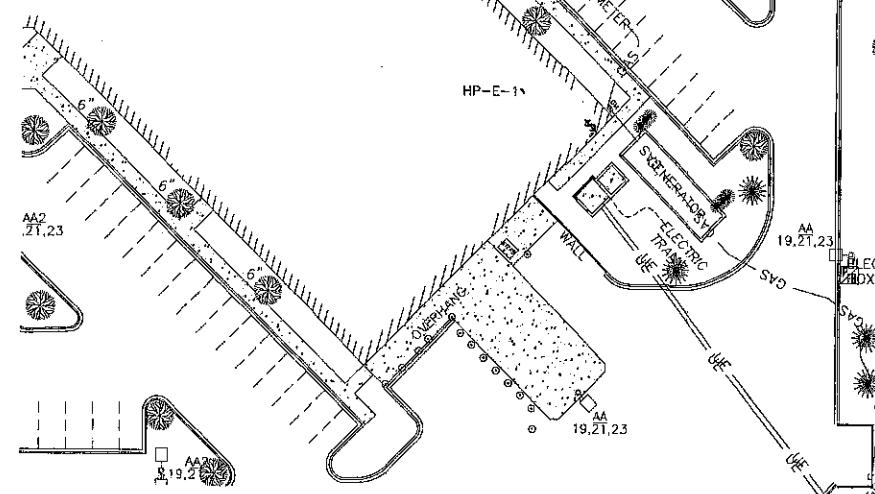
FIXTURE LETTER	FIXTURE TYPE	VOLTS	MOUNTING	LAMPS	CONTROL MEDIA (LENS, LOUVER, ETC)	MANUFACTURER'S SERIES NUMBERS	LUMINAIRE DESCRIPTION	FOOTNOTES
AA	SINGLE HEAD LIGHTING POLE	480/277	24" SQUARE STEEL POLE	1-400HPS	FLAT CLEAR TEMPERED GLASS LENS TYPE III DISTRIBUTION	LSI CITATION #CTM SERIES	BLACK FINISH FOR HEAD AND POLE. MULTI-TAP BALLAST. SQUARE BASE COVER.	1
AA2	DUAL HEAD LIGHTING POLE	480/277	24" SQUARE STEEL POLE	2-400HPS	FLAT CLEAR TEMPERED GLASS LENS (1) TYPE III DISTRIBUTION (1) TYPE IV DISTRIBUTION	LSI CITATION #CTM SERIES	BLACK FINISH FOR HEAD AND POLE. MULTI-TAP BALLAST. SQUARE BASE COVER.	1
BB	SINGLE HEAD LIGHTING POLE	480/277	15" SQUARE STEEL POLE	1-150HPS	FLAT CLEAR TEMPERED GLASS LENS TYPE III DISTRIBUTION	MCGRAW-EDISON #GSS SERIES	BLACK FINISH FOR HEAD AND POLE. EXTERNAL HOUSE-SIDE SHIELD. MULTI-TAP BALLAST. SQUARE BASE COVER.	1

GENERAL NOTES:

1. SEE LIGHTING SPECIFICATION SECTION FOR ADDITIONAL LIGHT FIXTURE REQUIREMENTS.
2. ANY CONFLICTS BETWEEN THE MANUFACTURER'S CATALOG NUMBER AND THE DESCRIPTIONS, SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEER.
3. ALL FLUORESCENT FIXTURES WILL BE SUPPLIED WITH PROGRAM START ELECTRONIC BALLAST UNLESS SPECIFICALLY NOTED OTHERWISE. TO INSURE MATCHING COLOR AND APPEARANCE, ALL LAMPS SHALL BE FROM THE SAME MANUFACTURER. LAMPS SHALL HAVE COLOR TEMPERATURE 5000K, WITH CRI OF 85 UNLESS OTHERWISE NOTED.
4. LUMINAIRES WITH TS OR SMALLER COMPACT FLUORESCENT LAMPS SHALL HAVE BALLASTS/LAMPS WITH END OF LIFE POWER UNIT.
5. UNLESS A SPECIFIC CATALOG NUMBER OR SERIES IS NAMED, THE MANUFACTURERS NAMED AS ALTERNATES MUST SUBMIT CATALOG CUT SHEETS, IES FORMATTED PHOTOMETRIC REPROT TO THE ENGINEER FOR APPROVAL AT LEAST 10 DAYS PRIOR TO THE BID DATE. THE ENGINEER MAY REQUEST SAMPLE OF FIXTURE TO BE SUPPLIED.

NOTES:

1. SEE DETAIL 1, THIS SHEET, FOR POLE BASE INFORMATION.



1 ELECTRICAL SITE PLAN
1/32" = 1'-0"



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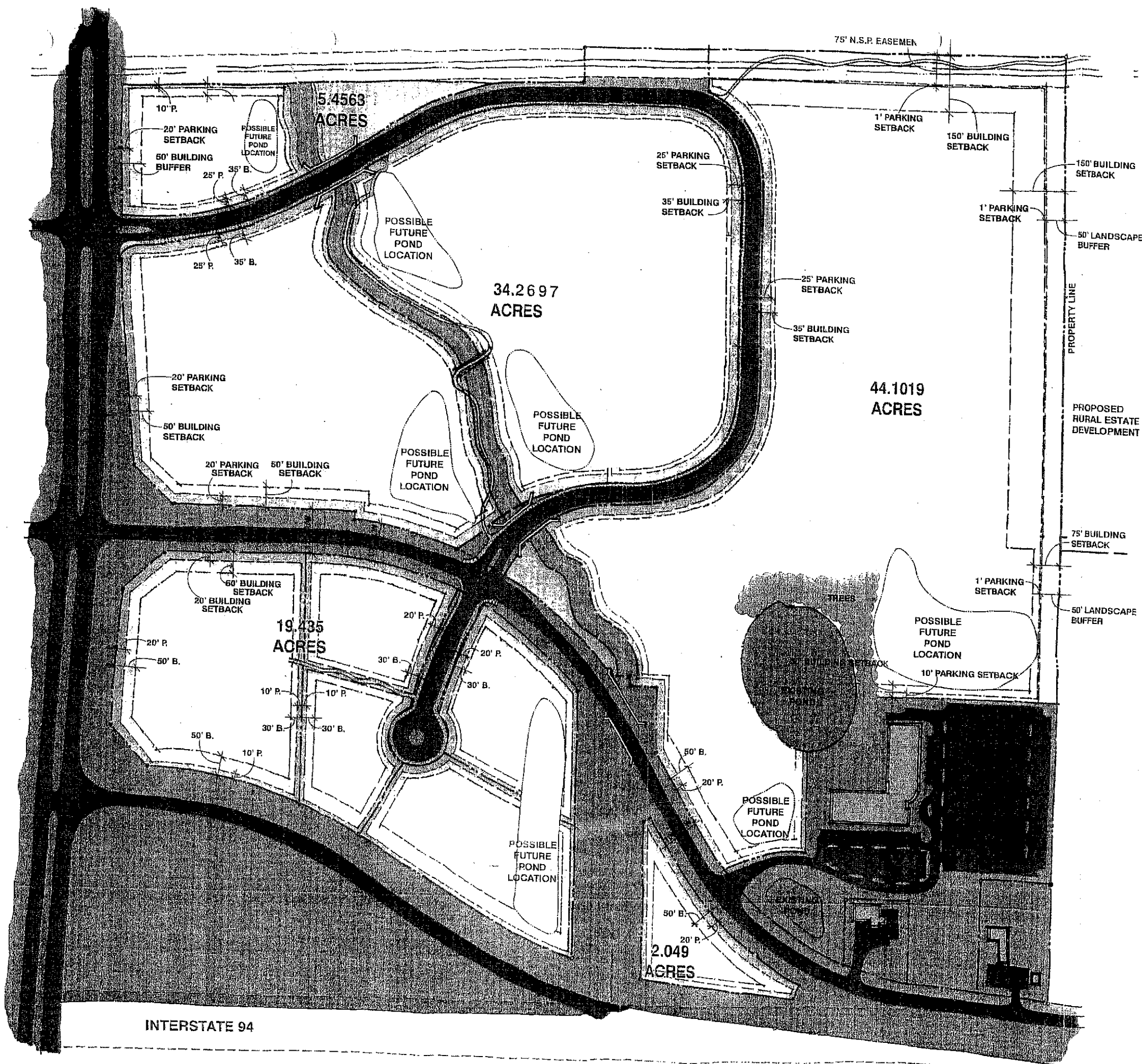
Scott Rieger, P.E.
Date: 05.12.11 Reg. No.: 45412

Rev.	Date	Description

Project #: 04-11135
Drawn By: SJR
Checked By: 05.12.11
Issue Date: 05.12.11

E1.0

ALL EXISTING ITEMS AND CONDITIONS SHOULD BE VERIFIED BY THE CONTRACTOR BEFORE CONSTRUCTION



DATA

GROSS AREA	110.384 AC.
LESS STREETS ONLY (PAVING)	- 3.6 AC.
3.6 AC +/- (Impervious surface)	106.784 AC.
x 25% = 26.7 AC +/-	
GREEN AREAS ESTABLISHED	15.82 AC.
BOULEVARD IN STREETS	+1.8 AC.
	-17.62 AC.
	89.164 AC.
x 25% = 22.29 AC.	
	+17.62 AC.
	39.91 AC.
106.784 DIVIDE 39.91 = 37.4% GREEN AREA	

GREEN SPACE ONLY

75' NSP EASEMENT	2.26 AC.
50' BEHM	1.86 AC.
TRIBUTARY GREENWAY	
(25' either side)	1.95 AC.
MISC. AREA (2)	+1.26 AC.
	7.33 AC.
PROPOSED POND AREAS	+0.49 AC.
RURAL ESTATE DEVELOPMENT	15.62 AC.

POPE
ASSOCIATES
INC.

1255 Energy Park Drive
Saint Paul, Minnesota
55108-5110
651 642 5000
FAX 651 642 1101

UNITED
PROPERTIES

EAGLE POINT
BUSINESS
PARK

LAKE ELMO
MINNESOTA

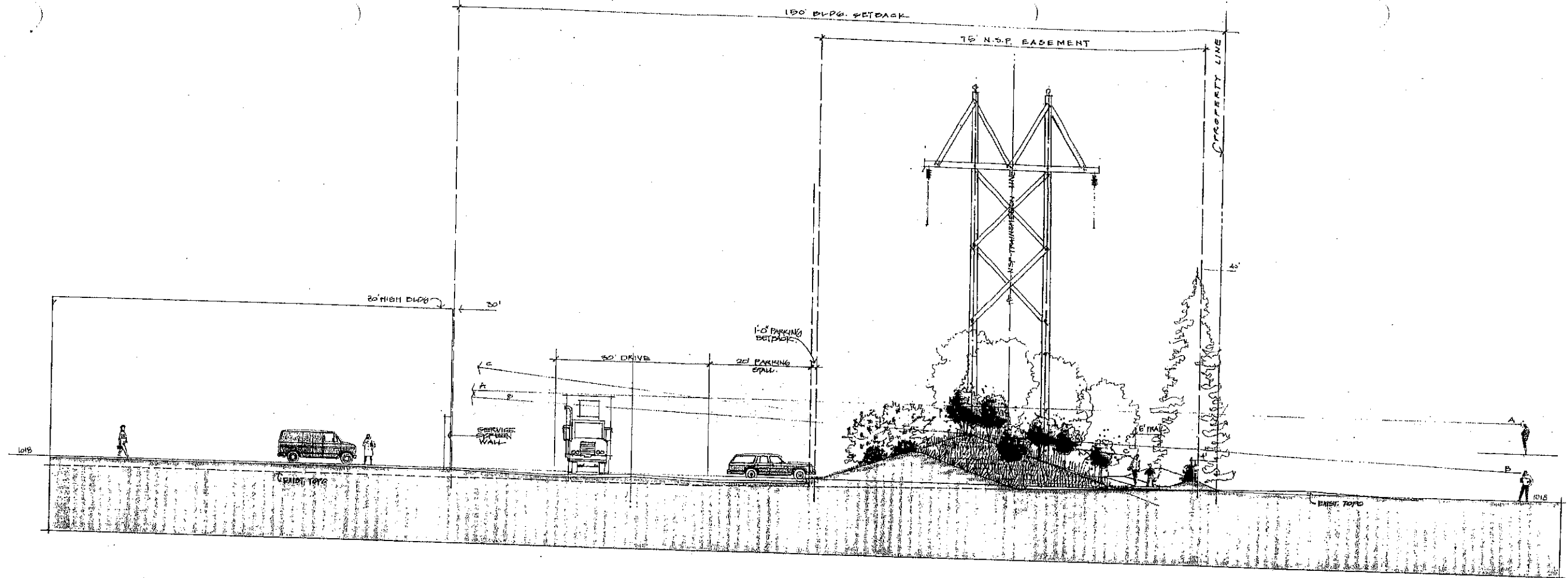
Revisions

ERINZI ASSOCIATES

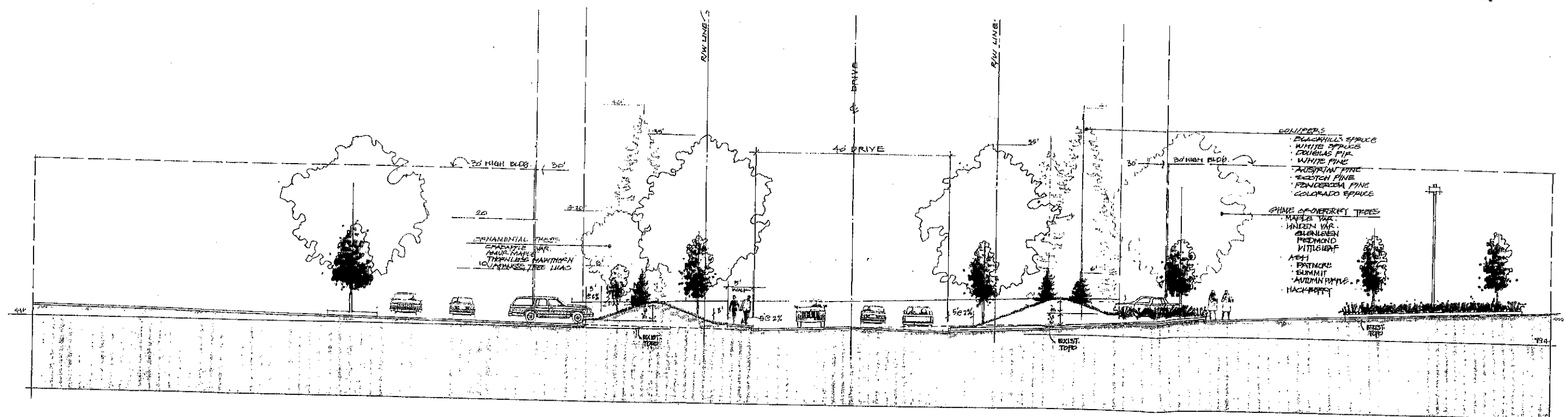
1255 Energy Park Drive
Saint Paul, Minnesota 55108-5110
651 642 5000
FAX 651 642 1101

Commission No 75372-8826
Drawn by CWT
Checked by GFE
Date 05/20/99

SHEET



PROTOTYPICAL SECTION FIVE
EAGLE POINT BUSINESS PARK



PROTOTYPICAL SECTION SIX
EAGLE POINT BUSINESS PARK





MAYOR & COUNCIL COMMUNICATION

DATE: 6/21/2011
REGULAR
ITEM #: 7
MOTION

AGENDA ITEM: Downtown District Sidewalk Maintenance Project –Authorize Preparation of Plans and Specifications and Obtain Contractor Quotes

SUBMITTED BY: Ryan Stempiski, Assistant City Engineer

THROUGH: Bruce Messelt, City Administrator *BAM*

REVIEWED BY: Jack Griffin, City Engineer
Tom Bouthilet, Finance Director
Mike Bouthilet, Public Works Superintendent

SUMMARY AND ACTION REQUESTED: The City Council is respectfully requested to consider authorizing TKDA to prepare plans and specifications and obtain contractor quotes for the Downtown Sidewalk Maintenance Project. This effort is intended to identify the necessary scope of work and estimated construction costs to complete sidewalk safety and maintenance improvements along both sides of Lake Elmo Avenue from approximately the Union Pacific (UP) Railroad tracks to Trunk Highway 5 (see attached Location Map). Washington County has agreed to participate in this project through a 50% cost participation of all project costs, including engineering.

SUGGESTED MOTION:

“Move to authorize TKDA to prepare plans and specifications and obtain contractor quotes for the Downtown District Sidewalk Maintenance Project in an amount not to exceed \$6,400 with a reimbursement of 50% (\$3,200) from Washington County.”

BACKGROUND INFORMATION AND STAFF REPORT: The Downtown District sidewalks along Lake Elmo Avenue are in need of improvement to mitigate several safety hazards, drainage corrections, and pavement distresses. Several sidewalk panels are uneven, which creates an unsafe tripping hazard for pedestrians. A few panels contain distresses that will require complete replacement. The sidewalk in front of 3476 Lake Elmo Avenue has shifted and now directs water to the basement of the building.

To address this maintenance need, the City and Washington County are proposing to partner on this project with the City leading the improvement project and the City and County sharing evenly in the project costs. If authorized to proceed, TKDA would perform a sidewalk condition assessment survey and prepare plans and specifications to address the various corrective activities for each sidewalk panel, including panel replacement (in a few instances), sand jacking to level out the panels, and crack sealing. Once the plans and specifications are completed, contractor quotes will be obtained and brought to the City Council for consideration to proceed with the improvements.

The existing sidewalk just south of the UP Railroad tracks on the west side of Lake Elmo Avenue is in disrepair (shown in red on the attached Location Map). Removal and replacement with topsoil and sod is recommended for this entire section, but will be completed as a separate maintenance activity led by Washington County Public Works and assisted by Lake Elmo Public Works.

RECOMMENDATION: Based upon the above background information and staff report, it is recommended that the City Council consider authorizing TKDA to prepare plans and specifications and obtain contractor quotes by undertaking the following suggested action:

“Move to authorize TKDA to prepare plans and specifications and obtain contractor quotes for the Downtown District Sidewalk Maintenance Project in an amount not to exceed \$6,400 with a reimbursement of 50% (\$3,200) from Washington County.”

Alternatively, the City Council does have the authority to table this item for future consideration, or further discuss, deliberate and/or, if appropriate, amend the recommended motion prior to taking action. If the latter is done so, the appropriate action of the Council following such discussion would be:

“Move to authorize TKDA to prepare plans and specifications and obtain contractor quotes for the Downtown District Sidewalk Maintenance Project in an amount not to exceed \$6,400 with a reimbursement of 50% (\$3,200) from Washington County.”
[and as amended and/or modified at tonight's meeting].”

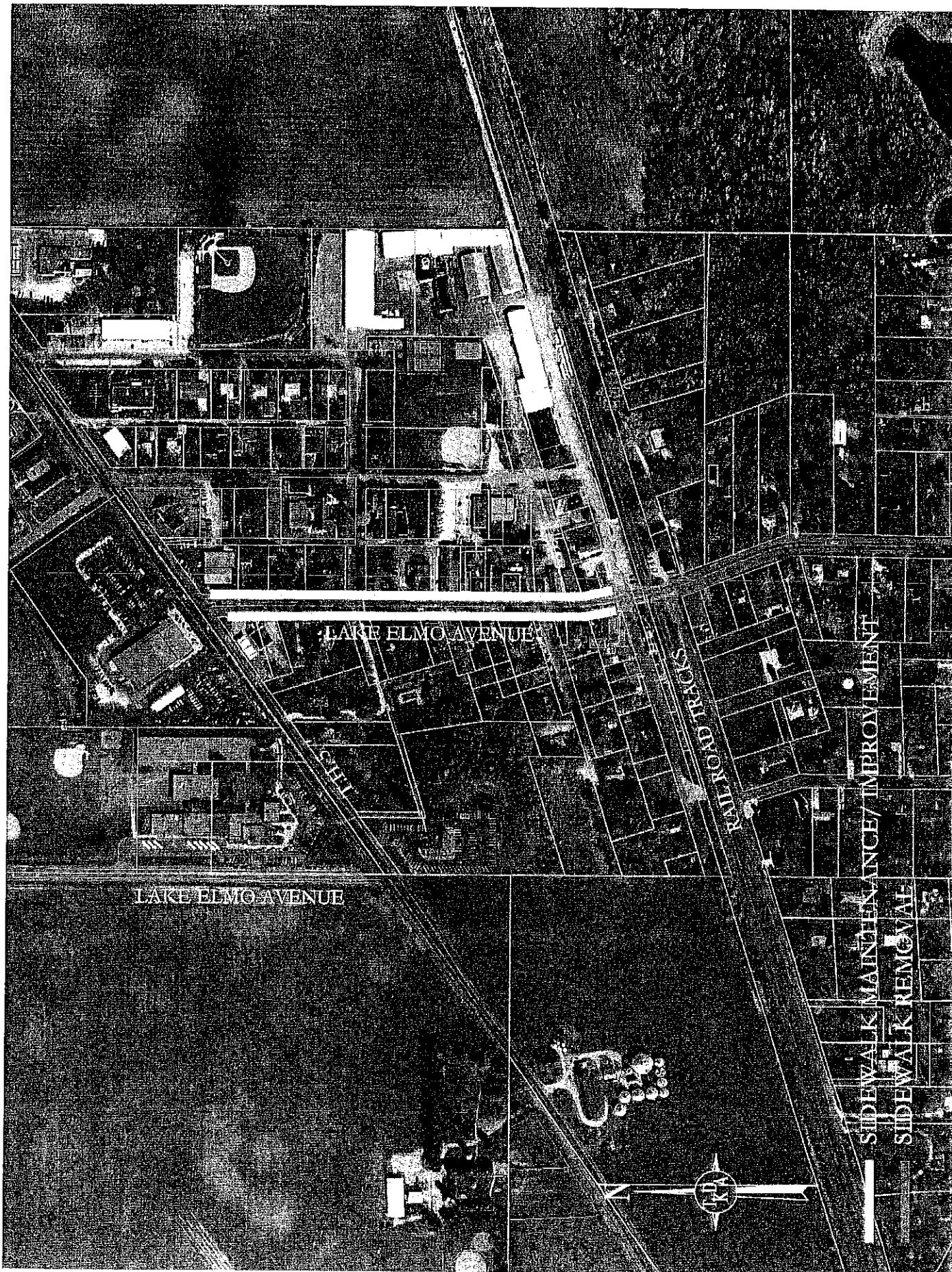
ATTACHMENTS: (1)

1. Location Map

SUGGESTED ORDER OF BUSINESS:

- Introduction of Item City Administrator
- Report/Presentation..... City Engineer

- Questions from Council to Staff Mayor Facilitates
- Public Input, if Appropriate Mayor Facilitates
- Call for Motion Mayor & City Council
- Discussion Mayor Facilitates
- Action on Motion Mayor & City Council





MAYOR & COUNCIL COMMUNICATION

DATE: 6/21/2011
REGULAR
ITEM #: 8
MOTION *Ordinance No: 08-046*

AGENDA ITEM: Recruitment for/Appointments to Planning Commission: Ordinance Revision and Appointments

SUBMITTED BY: Sharon Lumby, City Clerk
Kyle Klatt, Planning Director

REVIEWED BY: Bruce A. Messelt, City Administrator *BAM*

SUMMARY AND ACTION REQUESTED: Pursuant to previous City Council discussion, the City Council is respectfully requested to *either* consider Ordinance No. 08-046, reducing the Planning Commission to seven (7) voting members and two (2) alternate members *or* appoint the current two alternate members to vacant positions and direct City staff to solicit potential new alternate members for future Council consideration. The motions to undertake one of these actions is:

MEMBERSHIP # *"Move to Approve Ordinance No. 08-046, reducing the Composition*
MOTION: *of the Planning Commission to seven (7) voting Members and (2)*
Alternates."

- or -

APPOINTMENT *"Move to Appoint the following individuals to the Planning Commission:*
MOTION:

- Nadine Obermueller from 1st Alternate to Voting Member to complete a Vacant 2-year Term

- Kathy Haggard from 2nd Alternate to Voting Member for a 3 year Term

BACKGROUND INFORMATION & STAFF REPORT: Past practice has been when a vacancy occurs, the First Alternate is appointed to voting member (to complete an open term or begin a new full term) and the Second Alternate is appointed to First Alternate. The City then advertizes to fill the vacancies on the Planning Commission.

Council direction in January 2011 was to prepare revisions to the enabling Ordinance and appointment practice for the Parks Commission to reduce the number of members by two (2). At that time, the City Council expressed interest in a similar effort on behalf of the Planning Commission, once the opportunity arrived. There currently exists two vacancies on the Planning Commission, with the two appointed Alternates available to be appointed, as per past practice. Additional members would then have to be recruited to fill the then-vacant Alternate positions; an effort most recently undertaken last winter with only limited success.

Alternatively, the City Council could consider at this time reducing the Planning Commission from nine (9) to seven (7) voting members and two (2) alternate members. City staff has prepared this alternative for Council consideration by drafting the proposed Ordinance. If undertaken, the following would be the composition of the Planning Commission:

NAME:	TERM EXPIRES:	NOTES: Eligible to reapply for 3-year term
Julie Fliflet (2nd Term)	12/31/2011	No, (reappointed to 2nd term in Jan 2009; could not serve again consecutively as FVM, unless approved so by Council)
Todd Williams (finishing Mike Pearson's term)	12/31/2011	Yes, (could serve two additional full 3-year terms)
Jennifer Pelletier (1st Term)	12/31/2012	Yes
Robert Van Zandt (3rd term abbreviated - approved by City Council)	12/31/2012	No, (could not serve again consecutively as a FVM, unless approved so by Council)
Joan Ziertman (1st Term)	12-31/2012	Yes
Thomas Bidon (1st Term)	12/31/2013	Yes
Greg Hall (2nd Term)	12/31/2013	No, (could not serve again consecutively as a FVM, unless approved so by Council)
Nadine Obermueller (1st Alt)		
Kathy Haggard (2nd Alt)		

RECOMMENDATION: Pursuant to past City Council discussion, the City Council is respectfully requested to *either* consider Ordinance No. 08-046, reducing the Planning Commission to seven (7) voting members and two (2) alternate members *or* appoint the current two alternate members to vacant positions and direct City staff to solicit potential new alternate members for future Council consideration. The motions to undertake one of these actions is:

"Move to Approve Ordinance No. 08-046, reducing the Composition of the Planning Commission to seven (7) voting Members and (2) Alternates."

- or -

"Move to Appoint the following individuals to the Planning Commission:

- XX from 1st Alternate to Voting Member to complete a Vacant 2-year Term

- XX from 2nd Alternate to Voting Member for a 3-year Term

Alternatively, the City Council does have the authority to modify or change the recommended Ordinance changes and appointments. If any changes are undertaken, the proposed motion would be as follows:

"Move to Approve Ordinance No. 08-046 and Appoint Members to the Planning Commission, as discussed and agreed to at tonight's meeting."

ATTACHMENTS:

1. Proposed Ordinance No. 08-046
2. Section 32.025 -32.042 of Existing Code

SUGGESTED ORDER OF BUSINESS:

- Introduction of Item.....City Administrator
- Report/Presentation Planning Director
- Questions from Council to Staff.....Mayor Facilitates
- Public Input, if Appropriate.....Mayor Facilitates
- Call for Motion.....Mayor & City Council
- DiscussionMayor Facilitates
- Action on MotionMayor & City Council

**CITY OF LAKE ELMO
COUNTY OF WASHINGTON
STATE OF MINNESOTA**

ORDINANCE NO. 08-046

**AN ORDINANCE TO REDUCE THE SIZE OF THE PLANNING COMMISSION
FROM 9 VOTING MEMBERS TO 7 VOTING MEMBERS**

SECTION 1. The City Council of the City of Lake Elmo hereby amends Title III: Administration; Chapter 32: City Organizations, by amending the following language:

§ 32.027 COMPOSITION.

(A) Generally. The Planning Commission shall consist of ~~9~~seven (7) voting members and ~~two (2)~~ non-voting alternate members. The voting members shall be appointed for a 3-year term so that only 1/3 of the appointments will expire on December 31 of each year. Voting members may not serve more than 2 consecutive terms. Appointment to an additional term(s) will be considered with the available applicant pool. Alternate members shall be appointed to serve until there is a vacancy on the Planning Commission. The City Council shall appoint a first alternate and a second alternate who shall become voting members in the order of their appointment upon a vacancy on the Commission.

SECTION 2. The City Council of the City of Lake Elmo hereby amends Title III: Administration; Chapter 32: City Organizations, by amending the following language:

§ 32.035 QUORUM.

A quorum shall consist of ~~5~~four (4) members.

SECTION 3. Effective Date

This ordinance shall become effective immediately upon adoption and publication in the official newspaper of the City of Lake Elmo.

SECTION 4. Adoption Date

This Ordinance No. 08-046 was adopted on this 21st day of June, 2011, by a vote of ____ Ayes and ____ Nays.

Mayor Dean Johnston

ATTEST:

Bruce Messelt
City Administrator

This Ordinance No 08-046 was published on the ____ day of _____,
2011.

PLANNING COMMISSION

§ 32.025 ESTABLISHMENT.

A Planning Commission is continued in the city.

(1997 Code, § 210.01)

§ 32.026 PURPOSE.

The Planning Commission is established to meet the requirements of state statute; to develop and enforce the Comprehensive Plan and amendments to the plan, subject to Council approval and the requirements of the Municipal Planning Act; and to review and make recommendations on subdivisions, zoning applications, planned unit developments, and site and building plans as provided by ordinance. No expenditures by the Commission shall be made unless and until authorized for the purpose by the Council.

(1997 Code, § 210.02)

§ 32.027 COMPOSITION.

(A) *Generally.* The Planning Commission shall consist of 9 voting members and 2 non-voting alternate members. The voting members shall be appointed for a 3-year term so that only 1/3 of the appointments will expire on December 31 of each year. Voting members may not serve more than 2 consecutive terms. Appointment to an additional term(s) will be considered with the available applicant pool. Alternate members shall be appointed to serve until there is a vacancy on the Planning Commission. The City Council shall appoint a first alternate and a second alternate who shall become voting members in the order of their appointment upon a vacancy on the Commission.

(1997 Code, § 210.03) (Am. Ord. 97-96, passed 1-15-2002; Am. Ord. 97-147, passed 2-15-2005; Am. Ord. 97-200, passed 11-5-2007)

(B) *Special appointments.*

(1) At the discretion of the City Council, up to 5 additional appointments can be made to the Planning Commission, for each special project, including but not limited to

Environmental Management, Maintenance Advisory, and the Old Village, to assist with special projects currently in process, or directed by the City Council to be studied, drafted, and completed.

(3) (a) Special project appointees shall have full voting privileges only on issues specifically related to the special project.

(Ord. 97-67, passed 1-2-2001; Am. Ord. 97-70, passed 1-16-2001)

Each member and alternate member shall be a resident of the city. Wherever possible, Commission members should represent all geographical areas of the city and a cross-section of the population of the city at the time of appointment.

Any member or alternate member may be removed by a 4/5 vote of the Council, for cause. Cause shall include but not be limited to having more than 3 consecutive absences or being absent from more than 1/3 of the meetings in any 1 calendar year. The Council may consider exceptional circumstances when applying this rule.

The Commission shall elect a Chairperson, a Vice Chairperson, and a Secretary from among its appointed members at the annual meeting each year, for a term of 1 year. The Chairperson shall preside at all meetings of the Commission, if present, and shall perform all other duties and functions required by state statute or assigned by the Commission or the

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Council. The Vice Chairperson shall perform these duties in the absence of the Chairperson. If a vacancy occurs in the Chairperson's office, the Vice Chairperson shall assume the Chairperson's duties for the remainder of the year, and a new Vice Chairperson shall be elected by the Commission at a special election to be held at the next regularly scheduled Commission meeting, after at least 2-days written notice to each Commission member. The Secretary shall perform those duties assigned by state statute only. A recording Secretary shall be appointed by the Council to take and keep the minutes and records of the Commission.

(1997 Code, § 210.06)

§ 32.031 ANNUAL MEETINGS.

(A) The Commission shall hold an annual meeting the second Monday in the month of January in each year.

(B) The meeting shall be devoted to the election of officers and other business as shall be scheduled.

(1997 Code, § 210.07)

§ 32.032 ANNUAL WORK PLAN.

The Planning Commission shall meet with the Council at the Commission's first meeting in September each year to develop an annual work plan, including a list of projects, points of interaction on projects, programs, and goals for the following year.

(1997 Code, § 210.08)

§ 32.033 REGULAR MEETINGS.

Regular meetings shall be held in the City Hall at 7:00 p.m. on the second and fourth Mondays of each month. No action shall be taken in the absence of a quorum except to adjourn the meeting to a subsequent date. A regular meeting may be canceled or rescheduled by the Commission at a prior meeting or if there are no scheduled agenda items on the Thursday prior to the meeting. All action taken by the Commission shall be by the affirmative vote of a majority of the members present.

(1997 Code, § 210.09)

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§ 32.034 SPECIAL MEETINGS.

Special meetings of the Commission shall be held in the City Hall at a time and place designated or at a public place at a time designated and shall be called by the Chairperson. Upon the written request of at least 4 members, the Chairperson shall be required to call a special meeting to be held within 7 days of the request. Written notice of the meeting shall be given to all members not less than 3 working days in advance of the meeting.

(1997 Code, § 210.10)

§ 32.035 QUORUM.

A quorum shall consist of 5 members.

(1997 Code, § 210.11) (Am. Ord. 97-14, passed 9-2-1997)

§ 32.036 VOTING.

Each member attending any meeting shall be entitled to cast 1 vote. Voting shall be by voice vote. If any member has a personal interest of any kind in the matter before the Commission, the member shall disclose the interest and be disqualified from voting upon the matter. The Secretary shall record in the minutes that no vote was cast by that member. Alternate members shall be entitled to cast 1 vote in the absence of any member. The second alternate shall be entitled to cast 1 vote in the absence of any 2 members.

(1997 Code, § 210.12)

§ 32.037 PROCEEDINGS.

At any regular meeting of the Commission, the following shall be the regular order of business:

- (A) Roll call;
- (B) Approval of agenda;
- (C) Minutes of the preceding meeting;

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- (D) Public hearings as scheduled on the agenda;
- (E) Old and new business as scheduled on the agenda;
- (F) Communications;
- (G) Other; and
- (H) Adjournment.

(1997 Code, § 210.13)

§ 32.038 RULES OF PROCEDURE.

All meetings of the Commission shall be conducted in accordance with the Revised Robert's Rules of Order.

(1997 Code, § 210.14)

§ 32.039 AGENDA.

The Chairperson shall cause all items to be considered at any meeting to be placed on a written agenda by the City Administrator or an appointed designee. The City Administrator, or appointed designee, shall advise the Chairperson of any matters the Commission must consider by Council directive, ordinance, or statute and shall have prepared and supply a written agenda of all meetings to all Commission members, the Council, and the public no less than 4 days before each meeting.

(1997 Code, § 210.15)

§ 32.040 RECORDS.

Each formal action of the Commission shall be embodied in full upon the minute book as formal motion or resolution. The minutes of each meeting shall be provided to each member, the Council, and the public no more than 7 days after the date of each meeting. The recommendations and findings of the Commission shall be presented to the Council at the next regularly scheduled Council meeting. The records of meetings and actions and recommendations shall be transmitted to the City Administrator, or appointed designee, for keeping and distribution.

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(1997 Code, § 210.16)

§ 32.041 TRAINING.

Commission members shall be encouraged to avail themselves of training courses offered by the city, the state, and other government and public training agencies and the Council shall budget for the reimbursement of expenses incurred in training each year.

(1997 Code, § 210.17)

§ 32.042 DUTIES AND POWERS OF THE COMMISSION; COMPREHENSIVE PLAN.

(A) *Plan.* The Planning Commission shall have the powers and duties given city planning agencies generally by law. The Commission shall also exercise the duties conferred upon it by this code. It shall be the purpose of the Planning Commission to prepare and adopt a Comprehensive Plan for the physical development of the city, including proposed public buildings, street arrangements and improvements, efficient design of major thoroughfares for moving of traffic, parking facilities, public utilities services, parks and playgrounds, a general land use plan, and other matters relating to the physical development of the city. The plan may be prepared in sections, each of which shall relate to the Comprehensive Plan program. After the Commission has prepared and adopted the Comprehensive Plan, it shall periodically, but at least every 5 years, review the Comprehensive Plan and any ordinances or program implementing the plan.

(B) *Means of executing plan.* Upon the adoption of a Comprehensive Plan or any section, it shall be the concern of the Planning Commission to recommend to the Council reasonable and practicable means for putting into effect the plan or section in order that the same will serve as a pattern and guide for the orderly physical development of the city and as a basis for judging the timely disbursements of funds to implement the objective. Means of effectuating the plan shall, among other things, consist of a zoning ordinance, subdivision regulations, capital improvement programming and technical review, and recommendations of matters referred to the Planning Commission by the Council.

(C) *Zoning ordinance.* The Planning Commission shall review all proposed amendments to the zoning ordinance, take part in public hearings, and make recommendations to the Council as may be prescribed by the zoning ordinance.

(D) *Conditional use permits.*

(1) The Planning Commission may make recommendations on all requests for

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a conditional use permit under the terms of the zoning ordinance.

(2) The Commission shall report its recommendations to the Council for action.

(E) *Subdivisions.* The Planning Commission may make recommendations in relation to the subdividing of land as prescribed by the ordinance; the Commission shall report its recommendations to the Council for action.

(F) *Variances.* The Planning Commission shall hear all variance requests from the literal provisions of this code, and shall follow the guidelines set forth in the zoning code.

(G) *Capital Improvement Program.*

(1) (a) The Planning Commission shall endeavor to obtain from city officers a descriptive list of proposed improvements for the ensuing 5-year period.

(b) The Planning Commission shall also request from the local school district a similar list of its proposed public works.

(2) (a) The Planning Commission shall list and classify all the proposed public works and shall prepare a coordinated program of proposed public works for the ensuing year and for a projected 5-year period.

(b) The program shall be recommended by the Planning Commission to the Council and to the other officers, departments, boards, or public bodies as have jurisdiction over the recommended planning or construction of the public works.

(1997 Code, § 210.18)



MAYOR & COUNCIL COMMUNICATION

DATE: 6/21/11

REGULAR

ITEM #: 9

MOTION

AGENDA ITEM: Southern Lake Elmo – Process, Goals and Vision. Review of draft policy document concerning the vision and goals for the I-94 planning committee

SUBMITTED BY: Kelli Matzek, Planner

THROUGH: Bruce Messelt, City Administrator *BAM*

REVIEWED BY: Kyle Klatt, Planning Director

SUMMARY AND ACTION REQUESTED: The City Council is asked to review a drafted Vision Statement and Goals for the Southern Lake Elmo area. Moving forward, Staff expects to utilize the Vision Statement and accompanying goals in planning for this dynamic area. However, there is an expectation that the goals under the subheading “*Land Use Goals*” will need to be revisited as it is further discussed what type of land uses would be best suited in this area.

Additionally, Staff will provide the City Council with a brief update on the meetings and progress held to-date.

BACKGROUND INFORMATION:

A majority of this area (south of 10th Street) of the City is guided for future sewered development – both residential and non-residential. The City Council has authorized Staff to move forward with a public process to revisit the future land uses in the area south of 10th Street and to ultimately update Lake Elmo’s Comprehensive Plan. As a part of this process, a Vision Statement and set of Goals has been crafted for the City Council to review and comment on.

- ✓ May 9, 2011 – *1st Work Group Mtg.* – Drafted Vision Statement and Goals
- ✓ May 18, 2011 – *2nd Stakeholder Group Mtg.* – Reviewed/commented on Draft Vision Statement and Goals
- ✓ June 13, 2011 – *Planning Commission Mtg.* – Reviewed/commented on Draft Vision Statement and Goals
- ✓ June 20, 2011 – *Park Commission Mtg.* – Will review and comment on the Draft Vision Statement and Goals

The comments received have been recorded or, in the case of the Park Commission, will be verbally communicated during the City Council meeting. The suggested text changes by the Planning Commission have been incorporated.

RECOMMENDATION: No formal motion is needed at this time. However, Staff is interested in having the City Council provide preliminary feedback on the Vision Statement and Goals.

ATTACHMENTS:

1. Drafted Vision Statement and Goals
2. Comments and Questions Received

SUGGESTED ORDER OF BUSINESS:

- Introduction of Item City Administrator
- Report/Presentation..... City Planner
- Questions from Council to Staff..... Mayor Facilitates
- Public Input, if Appropriate Mayor Facilitates
- Discussion..... Mayor & City Council

DRAFT VISION STATEMENT AND GOALS
FOR SOUTH OF 10TH STREET AREA

Transportation Goals:

1. Encourage safe, efficient and environmentally sound transportation including the extension of public transit to the area south of 10th Street.
2. Make it easy and convenient to travel in and around the area south of 10th Street.
3. Tie new development to the capacity of roadways and limit the impact of non residential traffic in neighborhoods when possible.
4. Develop a comprehensive sidewalk, trail and bikeway system that provides an integrated system of roads, bikeways and pedestrian paths. The transportation system should minimize the impact of through traffic.

Housing Goals:

1. Provide a quality living environment for the residents of Lake Elmo.
2. Provide a balanced choice of housing types and densities suitable to a wide range of demographic groups, with a focus on life cycle housing. Where possible, distribute different housing types throughout the area south of 10th Street.
3. Meet the Metropolitan Council's requirements for residential RECs.

Environmental and Sustainability Goals:

1. Create a natural resource open space system that preserves, protects, or restores environmental resources within the city.
2. Use the natural resource open space system to connect open spaces, parks, activity centers and neighborhoods.
3. Protect and enhance Lake Rose, Kramer Lake and Goose Lake as a natural open space system and passive recreation resource.
4. Encourage environmentally responsible building and operation practices.

Land Use Goals:

1. Utilize the future land use map as the overall land use policy statement by designating residential, commercial, public facilities and parks and open space lands appropriately located with adequate access and buffering from adjacent uses.
2. Create new, interesting, quality-designed neighborhoods that relate to their natural settings and surrounding developed areas, that protect natural resources, and that provide central parks and open spaces that are interconnected by trails to neighborhood community destinations.
3. Encourage businesses and housing in the area south of 10th Street to be complementary to those of the Village Area's downtown.

Economic Development Goals:

1. Increase the tax base and provide opportunities for economic growth for Lake Elmo and Lake Elmo area residents.
- ~~2. Be cognizant that businesses in the area south of 10th Street are complementary to those of the Village Area's downtown.~~
3. Encourage new locations for job growth in close proximity to housing and with convenient access while maintaining reasonable buffers between residential and non-residential uses.
4. Meet the Metropolitan Council's requirements for non-residential RECs.

Recreation Goals:

1. Provide a variety of passive and active parks and other leisure, recreational and cultural opportunities that are conveniently located, accessible, affordable, safe, physically attractive and uncrowded for all Lake Elmo residents.
2. Connect city parks to each other and to prominent destinations within and outside of the city through a system of trails.
3. Look for creative opportunities for residents to utilize the lakes such as through non-motorized lakeshore trails.

General Character Goals:

1. To integrate, where possible, unique characteristics of rural Lake Elmo such as a strong sense of community with an emphasis on access to active and passive open space.
2. To develop design guidelines which will provide creative rural style architecture consistent with Lake Elmo's rural heritage.

Vision Statement:

The area south of 10th Street shall be known for safe, walkable ~~and diverse~~ neighborhoods with a variety of development patterns that include with convenient access to parks, trails and open space. Lake Elmo will encourage a thriving business community that is as much an integral part of the city as the residential neighborhoods. The communities created, both residential and non-residential, will demonstrate sustainability through preservation of natural resources and responsible environmental stewardship. This area of Lake Elmo will continue to build upon and promote the character of Lake Elmo.

Draft Vision Statement and Goals for Southern Lake Elmo (N of I-94, S of 10th Street)

<p><i>Vision Statement:</i></p> <p>The area south of 10th Street shall be known for safe, walkable and diverse neighborhoods with convenient access to parks, trails and open space. Lake Elmo will encourage a thriving business community that is as much an integral part of the city as the residential neighborhoods. The communities created, both residential and non-residential, will demonstrate sustainability through preservation of natural resources and responsible environmental stewardship.</p>	<p><i>Comments Received from Stakeholder Group (5-18-11 mtg.):</i></p> <ul style="list-style-type: none"> - What does "diverse" mean? - There is no mention of transportation other than pedestrian (walking). - What is the difference between "preservation of natural resources" and "responsible environmental stewardship"? Suggested ending the sentence at "resources." - Liked the "thriving business" portion - Suggested adding "recognizing market need"; one liked the verbage as is
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<p><i>Transportation Goals:</i></p>	<p><i>Comments Received from Stakeholder Group (5-18-11 mtg.):</i></p>
<ol style="list-style-type: none"> 1. Encourage safe, efficient and environmentally sound transportation including the extension of public transit to the area south of 10th Street. 2. Make it easy and convenient to travel in and around the area south of 10th Street. 3. Tie new development to the capacity of roadways and limit the impact of non residential traffic in neighborhoods when possible. 4. Develop a comprehensive sidewalk, trail and bikeway system that provides an integrated system of roads, bikeways and pedestrian paths. The transportation system should minimize the impact of through traffic. 	<ul style="list-style-type: none"> - Will sidewalks be required everywhere? The city does not currently have many sidewalks. - Is there currently a sidewalk plan?

<i>Housing Goals:</i>	<i>Comments Received from Stakeholder Group (5-18-11 mtg.):</i>
<ol style="list-style-type: none"> 1. Provide a quality living environment for the residents of Lake Elmo. 2. Provide a balanced choice of housing types and densities suitable to a wide range of demographic groups, with a focus on life cycle housing. Where possible, distribute different housing types throughout the area south of 10th Street. 3. Meet the Metropolitan Council's requirements for residential RECs. 	<p>- None.</p>

<p><i>Environmental and Sustainability Goals:</i></p>	<p><i>Comments Received from Stakeholder Group (5-18-11 mtg.):</i></p>
<ol style="list-style-type: none"> 1. Create a natural resource open space system that preserves, protects, or restores environmental resources within the city. 2. Use the natural resource open space system to connect open spaces, parks, activity centers and neighborhoods. 3. Protect and enhance Lake Rose, Kramer Lake and Goose Lake as a natural open space system and passive recreation resource. 4. Encourage environmentally responsible building and operation practices. 	<ul style="list-style-type: none"> - Who will create a natural resource system inventory? - Suggested adding "while respecting the rights of property owners"

<p><i>Land Use Goals:</i></p>	<p><i>Comments Received from Stakeholder Group (5-18-11 mtg.):</i></p>
<ol style="list-style-type: none"> 1. Utilize the future land use map as the overall land use policy statement by designating residential, commercial and parks and open space lands appropriately located with adequate access and buffering from adjacent uses. 2. Create new, interesting, quality-designed neighborhoods that relate to their natural settings and surrounding developed areas, that protect natural resources, and that provide central parks and open spaces that are interconnected by trails to neighborhood community destinations. 	<p>- None.</p>

<i>Economic Development Goals:</i>	<i>Comments Received from Stakeholder Group (5-18-11 mtg.):</i>
1. Increase the tax base and provide opportunities for economic growth for Lake Elmo and Lake Elmo area residents.	- "Cognizant" isn't a goal - Using the word "complementary" is confusing - The market will dictate what businesses should go where.
2. Be cognizant that businesses in the area south of 10th Street are complementary to those of the Village Area's downtown.	- Other markets, such as Woodbury already compete and will compete with the future non-residential development.
3. Encourage new locations for job growth in close proximity to housing and with convenient access while maintaining reasonable buffers between residential and non-residential uses.	- Businesses are supposed to compete with each other.
	- Suggested removing the second goal.
4. Meet the Metropolitan Council's requirements for non-residential RECs.	- Suggested using "enhancing" instead of "complementary" in second goal.

<p><i>Recreation Goals:</i></p> <ol style="list-style-type: none"> 1. Provide a variety of passive and active parks and other leisure, recreational and cultural opportunities that are conveniently located, accessible, affordable, safe, physically attractive and uncrowded for all Lake Elmo residents. 2. Connect city parks to each other and to prominent destinations within and outside of the city through a system of trails. 	<p><i>Comments Received from Stakeholder Group (5-18-11 mtg.):</i></p>
	<p>- None.</p>

<p><i>General Character Goals:</i></p> <ol style="list-style-type: none"> 1. To integrate, where possible, unique characteristics of rural Lake Elmo such as a strong sense of community with an emphasis on access to active and passive open space. 	<p><i>Comments Received from Stakeholder Group (5-18-11 mtg.):</i></p> <ul style="list-style-type: none"> - Can we expect this area to feel like Lake Elmo? - Suggested using "promote" instead of "integrate" - Suggested "Where possible integrate" - Can see architectural design being rural in nature to an extent - Development needs to show a respect to the open space
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