THE CITY OF LAKE ELMO

Our Mission is to Provide Quality Public Services in a Fiscally Responsible Manner While Preserving the City's Open Space Character

NOTICE OF MEETING
City Council Meeting
Tuesday, February 18, 2014 7:00 P.M.
City of Lake Elmo | 3800 Laverne Avenue North
AGENDA

A. Call to Order

7:00 **B. Pledge of Allegiance**

C. Roll Call

D. Order of Business

E. Approval of Agenda

F. Accept Minutes

1. Accept February 05, 2014 City Council Meeting Minutes

G. Council Reports

- **Mayor**
- **Council**

7:10 **H. Public Comments/Inquiries**

I. Consent Agenda

2. Approve Payment of Disbursements and Payroll
3. Accept Financial Report dated January 31, 2014
4. Accept Building Report dated January 31, 2014
5. Lake Elmo Sewer Infrastructure Improvements: I-94 to 30th St. – Pay Request No. 5
6. Encroachment Agreement – 9590 Whistling Valley Trail
7. Approve Pay Equity Report

J. Regular Agenda

8. Pumphouse No. 4 Improvements – Accept Bids and Award Contract; ***RESOLUTION 2014-11.***
9. 2014 Seal Coat Project – Authorize Preparation of Plans and Specifications
10. 2012 Rain Gardens – Contractor Request to Reconsider Pay Request No. 2 (Final)
11. Livestock/Animal Ordinance Amendment; ***ORDINANCE 08-100, RESOLUTION 2014-12, ORDINANCE 08-101.***
12. Zoning Map Amendment; ***ORDINANCE 08-102***
13. Approve Lennar Final Plat; ***RESOLUTION NO. 2014-13***
14. AUAR - Fee Schedule Amendment; ***ORDINANCE 08-103***

K. Staff Reports and Announcements

- **City Administrator**
- **City Attorney**
- **Planning Director**
- **City Engineer**
- **Finance Director**
- **City Clerk**

9:20 **L. Adjourn**

*****Item times are estimates and subject to change*****

CITY OF LAKE ELMO
CITY COUNCIL MINUTES
FEBUARY 05, 2014

Mayor Pearson called the meeting to order at 7:00 pm.

PRESENT: Mayor Mike Pearson, Council Members Wally Nelson, Anne Smith, Justin Bloyer, and Mike Reeves.

Also Present: City Administrator Zuleger, Community Development Director Klatt, City Engineer Griffin, Finance Director Bendel, and City Clerk Bell.

PLEDGE OF ALLIGENCE

APPROVAL OF AGENDA

Council Member Bloyer requested that Item 9 be pulled for discussion.

MOTION: *Council Member Nelson moved* ***TO APPROVE THE FEBRUARY 05, 2014 CITY COUNCIL AGENDA AS AMENDED.*** *Council Member Smith seconded the motion.* ***MOTION PASSED 5-0.***

ITEM 1: ACCEPT MINUTES

Council Member Smith noted that during the discussion of the Met Council's previous interests regarding sewered growth versus total population, Mr. Klatt was not in fact employed by the City at the time the MOU was created.

THE JANUARY 21, 2013 CITY COUNCIL MINUTES WERE APPROVED AS PRESENTED BY CONSENSUS OF THE CITY COUNCIL.

COUNCIL REPORTS:

Council Member Reeves: Participated in a couple of Speak Your Peace presentations. The Lake Elmo Library is starting civility book group that will include speakers on related topics starting in March. Also joined Alyssa at Rotary Club to introduce the SYP project; Parks Commission/Council joint workshop coming up. Commission is focusing on improving the parks. Working on new park signs; the next Human Resources Committee meeting being scheduled.

Council Member Bloyer: Met with a state rep to discuss state bonding bill.

Mayor Pearson: Met with legislators; met with developers and property owners to discuss development; Public Safety Committee meeting; met with Washington County and MNDOT regarding Hwy 5 realignment; attended a MetroCities meeting on water quantity.

Council Member Smith: Wants all residents to know she is accessible by phone at any time.

Council Member Nelson: Attended Finance Committee meeting. Group recommended hiring new assessor for City.

PUBLIC INQUIRY/COMMENTS:

Susan Dunn, 11018 Upper 33rd St. N. thanked council and staff. She appreciates recent help provided. 1) Requested her single family home be removed from the Old Village planning area. She claimed that the original plan was not what has been implemented; 2) Requested open house style forum for planning changes in Village to explain true costs and impact; 3) Warned about water depletion issues due to growth; 4) Wants to know what the "well-ordered low-regulatory burden quality of life" means.

Library Director Linda Orsted spoke about upcoming events: 70th anniversary of D-Day in June. Bob Clemens, WWII Veteran and B-17 Navigator, visiting library to speak about his experiences in the Army Air Forces. Linda urged everyone to attend; on the 25th of February, David Steele will be speaking on

who was Adolph Hitler?; explained the Blind Date with a Book program where readers can rate their "date"; explained the civility discussion group. Registration is required to participate.

PRESENTATIONS: SOUTH WASHINGTON WATERSHED DISTRICT

Matt Moore, South Washington Watershed District Administrator provided update on activities. Major accomplishment was realigning county roads 19, 20, and 22. That area has been an issue for over 20 years. Connecting to river has been progressing. Ground water management and supply has become a greater issue. Mr. Moore highlighted several other projects the watershed is currently working on.

Council Member Smith asked about the expected completion date for all phases. Mr. Moore stated that 5-6 years is target.

CONSENT AGENDA

2. Approve Payment of Disbursements and Payroll in the amount of $166,093.46
3. Lake Elmo Sewer Infrastructure Improvements: I-94 to 30th St. – Change Order No. 4.
4. Keats MSA Street and Trunk Watermain Improvements – (Compensating) Change Order No. 6.
5. Keats MSA Street and Trunk Watermain Improvements – Pay Request No. 6 (FINAL).
6. Approve 2014 Waste Hauler Licenses
7. New Assessor Contract for 2014
8. Zoning Text Amendment – Zoning District Cleanup; ***Ordinance 08-098***
9. ~~Driveway Ordinance Amendment; *Ordinance 08-099*~~

MOTION: *Council Member Smith moved* ***TO APPROVE THE CONSENT AGENDA AS AMENDED.*** *Council Member Reeves seconded the motion.* ***MOTION PASSED 5-0.***

ITEM 9: DRIVEWAY ORDINANCE AMENDMENT; *ORDINANCE 08-099*

Community Development Director Klatt provided overview of the proposed changes requested by Council. To provide clarification as to what materials should be deemed acceptable under the City Code, staff is suggesting an update to the City's Driveway Standards to include the language "hot mix bituminous asphalt" as opposed to simply "bitumen." The goal of the proposed language, "hot mix bituminous asphalt," is to eliminate any potential confusion as to what is required.

The City is planning on investigating the rural areas to determine what is needed. Council Member Bloyer expressed his desire to postpone the amendment until spring after more investigation can be completed. He does not believe that hot-mix may be necessary in the rural areas.

Council Member Nelson is in favor of approving the clarifying language and then review Mr. Bloyer's concerns about the ordinance in the spring. Mr. Klatt explained that there is no harm in clarifying the language in the meantime. Council Member Smith is okay with passing tonight, but wants it looked at similar to Mr. Bloyer.

MOTION: *Mayor Pearson moved* ***TO ADOPT ORDINANCE 08-099, CLARIFYING WHAT CONSTITUTES ACCEPTABLE DRIVEWAY MATERIALS IN THE DRIVEWAY STANDARDS SECTION OF THE CITY CODE.*** *Council Member Reeves seconded the motion.* ***MOTION PASSED 5-0.***

Mr. Zuleger noted that investigation is expected to begin in April when the snow is gone.

REGULAR AGENDA

ITEM 10: 2014 STREET IMPROVEMENTS – PUBLIC HEARING; AUTHORIZE P&S; RESOLUTION ORDERING IMPROVEMENT; AWARD ENGINEERING CONTRACT; *RES. 2014-10*

City Engineer Griffin gave overview of the proposed project and the scope of the work by providing a recap of the feasibility study from 1/06/2014.

Council Member Smith asked about how long the rural roads last until being required to be reconstructed. Mr. Griffin explained that it depends on the original construction which varies greatly. Whether concrete curb and gutters were being used in each area was explained. It was noted that roads installed with good sand base are expected to last 40-50 years before being reconstructed.

Mr. Griffin gave recap of proposed assessments for project. Mr. Griffin explained the cost recovery strategy regarding the West Lakeland properties that are not located in Lake Elmo but access Manning Trail and the West Lakeland section of Manning Trail that was left unimproved. West Lakeland is willing to enter a joint services agreement to improve this section and cover the un-assessable properties.

The difference in bituminous versus concrete curb and gutter was further explained. Mr. Griffin's opinion is that concrete is a much better product and any savings for bituminous are not realized in the long run. He noted that on Keats City was required to go back and change design to concrete in certain areas and any savings were negated or reduced. Mr. Griffin gave overview of the assessed properties and the respective amortization schedule. The project schedule was also explained.

Road widths and any cost savings realized in width reduction were discussed. Recently, narrowing roads ended up seeing an increased cost in past projects. Also, rural sections pose additional problems with narrower roads.

Council Member Reeves asked how the public meeting went. Mr. Griffin said that attendance was good.

MOTION: *Council Member Nelson moved* ***TO OPEN PUBLIC HEARING.*** *Council Member Reeves seconded the motion.* ***MOTION PASSED 5-0. Public hearing opened at*** **8:00 pm.**

Joan Moseman 24th St. Ct. N. inquired about how the water would drain in the cul-de-sacs. City Engineer Griffin said that the intent of the project is to drain the road, but due to the stage where the project is at, surveys have not been done. That specific determination will take place at a later stage.

MOTION: *Council Member Smith moved* ***TO CLOSE PUBLIC HEARING.*** *Council Member Nelson seconded the motion.* ***MOTION PASSED 5-0. Public hearing closed at*** **8:02 pm.**

MOTION: *Council Member Smith moved* ***TO ADOPT RESOLUTION NO. 2014-10, ORDERING THE 2014 STREET IMPROVEMENTS AND THE PREPARATION OF PLANS AND SPECIFICATIONS.*** *Council Member Reeves seconded the motion.* ***MOTION PASSED 3-2 (Nelson/Bloyer – Nay).***

MOTION: *Council Member Reeves moved* ***TO APPROVE A PROFESSIONAL ENGINEERING DESIGN AND CONSTRUCTION SUPPORT SERVICES CONTRACT TO BOLTON & MENK, INC. IN THE NOT TO EXCEED AMOUNT OF $79,935.*** *Council Member Smith seconded the motion.* ***MOTION PASSED 5-0.***

ITEM 11: SKETCH PLAN REVIEW – EASTON VILLAGE

Community Development Director Klatt provided overview of the submitted sketch plan. Development will be located in the Village planning area. It is situated on a unique property as it has multiple constraints: Union Pacific Railroad, Lake Elmo Airport, and Manning Avenue are all adjacent. Property consists of 98 acres and proposes to include 224 single family lots. The gross/net densities were explained. The property specifics and amount of open space were discussed. It was noted that applicant also owns the property north of the RR tracks for future phases and storm water management.

Mr. Klatt gave further information on the parameters of the airport zoning. The proposed plan does comply with airport zoning requirements. Staff is asking applicant to provide additional draining info for preliminary plat.

Planning Commission reviewed the sketch plan on 1/27/2014. Parks Commission reviewed on 1/30/2014. Parks commission would prefer dedication fees in lieu of a new larger park. It would also be in favor of a few smaller pocket or neighborhood parks. Overall, the Parks Commission would like the dedication fees be used to improve or connect to Reid Park and the Old Village. Council Member Reeves expounded on the Parks Commission's preferences. They took a very holistic view of the neighborhood and primarily focusing on the parks and connections.

The length of the cul-de-sacs was discussed. There are 3 or 4 proposed that do not currently meet the city requirements. Council Member Smith wants neighborhood to be more walk-able, as that was the vision for the Village. Planning Commission Chair wants the Planning Commission to discuss the cul-de-sacs at next meeting.

Todd Erickson, engineer for project, provided his overview of the proposal.

Mayor Pearson stated that he is in agreement with much of the Parks Commission input regarding connectivity. The collector road entering neighborhood and the access to 30th Street should be reevaluated.

Mr. Reeves noted that this is the first development in the Village and will set the pace.

The issue of neighborhood interaction was discussed vis-à-vis cul-de-sacs versus grid plans.

Steve DeLapp 8468 Lake Jane Trail spoke about the proposal. He reiterated that Village connectivity was really important. Concerns about the location and related challenges must be addressed.

No formal action requested.

ITEM 12: APPROVAL OF AGREEMENT TO SUNSET MEMORANDUM OF UNDERSTANDING WITH THE METROPOLITAN COUNCIL

City Administrator Zuleger explained the letter from the Met Council outlining the terms of termination and the history of how the MOU came about. Terms include: Proof of payment for Section 34 development improvements and Lake Elmo Ave Sewer Infrastructure. City is anticipating complying in mid-March. Noted that if the MOU goes away, the City only has to live with the 2040 forecast. Staff recommends acceptance. It was explained that the obligation to grow will still remain post-MOU because the infrastructure is in the ground and has to be paid for.

Todd Ptacek 812 Julep Ave. N. spoke about the history of NIMBY in community. He is concerned about increased traffic on and south of 10th St. He urged Council to go forwardly prudently.

Mayor Pearson concurs with the shared sentiment that this is a great day for the City. Council Member Smith noted that this will relieve much pressure in the I-94 Corridor. Council Member Bloyer reiterated his opinion that development in the rest of Lake Elmo needs to be addressed so the City can be built out on its own terms and done with trying to comply with similar future Met Council mandates on growth.

Ms. Smith read letter Council received from **Kathy Sedro,** 8916 35th Street N., requesting the government choose the minimum growth numbers while complying with legal commitments. Mr. Bloyer read letter from resident **Curt Montieth,** 331 Julep Ave N., requesting the Council to limit all future development in the city, impose strict open space requirements, high standards, and require 2.5 acre lots in areas outside of the Village. The letter also requested sufficient recreation spaces.

Mr. Zuleger thanked planning staff for all the hard work over the past year to achieve this.

MOTION: *Council Member Smith moved* ***TO CONCUR WITH THE TERMS OF TERMINATION OF THE MEMORANDUM OF UNDERSTANDING BETWEEN THE METROPOLITAN COUNCIL AND THE CITY OF LAKE ELMO DATED JANUARY 14, 2014, AND INSTRUCT THE CITY***

ADMINISTRATOR TO SIGN THE TERMS AND RETURN THE LETTER AS REQUESTED. *Mayor Pearson seconded the motion.* ***MOTION PASSES 5-0.***

SUMMARY REPORTS AND ANNOUNCEMENTS

City Administrator Zuleger: Park Commission workshop on 2/12/14; attending various water meetings (State bonding and groundwater); met with school district regarding developing a park by the middle school. District is donating $5000 for flashing beacon on Hwy 5; Eastern Village development meetings; holding continued meetings with MNDOT and Washington County on transportation issues.

City Attorney Snyder: responding to routine staff requests and developer agreements.

Community Development Director Klatt: final Lennar plat is being reviewed; taking look at AUAR development costs. Plan on bring to council in near future.

City Engineer Griffin: completed the MS4 application; contacting property owners for Inwood booster station site.

Finance Director Bendel: chose a new assessor with finance committee; year-end reporting with county and state auditor; 2014 budget now available on website.

City Clerk Bell: reported livestock ordinance is to be discussed again at the Planning Commission meeting on 2/10/14. Expect to bring it to council on 2/18/14.

Mayor Pearson appointed Cullen Case to Public Safety Commission.

Mayor Pearson recessed the meeting at 9:22 pm.

ITEM 18: ADJOURN TO *CLOSED SESSION* PER MN STATE STATUTE 13D.05 SUBD. 3(A) FOR ANNUAL PERFORMANCE REVIEW OF CITY ADMINISTRATOR DEAN ZULEGER.

MOTION: *Council Member Reeves moved* ***TO ENTER CLOSED SESSION.*** *Council Member Smith seconded the motion.* ***MOTION PASSES 5-0.*** **Meeting closed at 9:35 pm.**

MOTION: *Council Member Nelson moved* ***TO RE-ENTER OPEN SESSION.*** *Council Member Smith seconded the motion.* ***MOTION PASSES 5-0.*** **Meeting reopened at 10:57 pm.**

MOTION: *Mayor Pearson moved* ***TO AWARD 3% RAISE TO CITY ADMINISTRATOR ZULEGER EFFECTIVE AT CONCLUSION OF CURRENT PAY PERIOD.*** *Council Member Reeves seconded the motion.* ***MOTION PASSES 4-1 (Smith - Nay).***

Mayor Pearson adjourned the meeting at 11:01pm.

LAKE ELMO CITY COUNCIL

ATTEST:

_____
Mike Pearson, Mayor

_____
Adam R. Bell, City Clerk

THE CITY OF LAKE ELMO

MAYOR & COUNCIL COMMUNICATION

DATE: **February 18, 2014**
CONSENT ITEM **#2**
MOTION

AGENDA ITEM: Approve Disbursements in the amount of $287,852.66

SUBMITTED BY: Cathy Bendel, Finance Director

THROUGH: Cathy Bendel, Finance Director

REVIEWED BY: Dean Zuleger, City Administrator

SUGGESTED ORDER OF BUSINESS:

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

POLICY RECOMMENDER: Finance

FISCAL IMPACT: $287,852.66

SUMMARY AND ACTION REQUESTED: As part of its Consent Agenda, the City Council is asked to approve disbursements in the amount of $287,852.66. No specific motion is needed as this is recommended to be part of the *Consent Agenda*.

LEGISLATIVE HISTORY: NA

BACKGROUND INFORMATION/STAFF REPORT: The City of Lake Elmo has the fiduciary responsibility to conduct normal business operations. 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	$ 13,828.68	Payroll Taxes to IRS & MN Dept of Revenue 2/6/14
ACH	$ 6,810.71	Payroll Retirement to PERA 2/6/14
DD5301-DD5349	$ 38,760.25	Payroll Dated (Direct Deposits) 2/6/14
40943	$ 222.25	Accounts Payable Manual 2/5/14
40944 – 41011	$ 226,190.77	Accounts Payable 2/18/14
2266-2299	$ 2,040.00	Library Card Reimbursement 2/18/14
TOTAL	**$ 287,852.66**	

RECOMMENDATION: Based on the aforementioned, the staff recommends the City Council approve as part of the Consent Agenda the aforementioned disbursements in the amount of $287,852.66.

ATTACHMENTS:

1. Accounts Payable – check registers

Accounts Payable
To Be Paid Proof List

User: denise
Printed: 02/07/2014 - 2:42 PM
Batch: 002-02-2014

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO	Line #
BECKER Becker Fire and Safety, LLC											
1212	01/24/2014	103.75	0.00	02/05/2014	Annual Fire Extinguisher Service #1212		-			No	0000
101-430-3100-44010	Repairs/Maint Bldg										
	1212 Total:	103.75									
1213	01/24/2014	26.75	0.00	02/05/2014	Annual Fire Extinguisher Service #1213		-			No	0000
101-410-1940-44010	Repairs/Maint Contractual Bldg										
	1213 Total:	26.75									
1214	01/24/2014	31.25	0.00	02/05/2014	Annual Fire Extinguisher Service #1214		-			No	0000
206-450-5300-44010	Repairs/Maint Bldg										
	1214 Total:	31.25									
1215	01/24/2014	60.50	0.00	02/05/2014	Annual Fire Extinguisher Service #1215		-			No	0000
101-420-2220-44040	Repairs/Maint Eqpt										
	1215 Total:	60.50									
	BECKER Total:	222.25									
	Report Total:	222.25									

Accounts Payable
To Be Paid Proof List

User: joan z
Printed: 02/13/2014 - 2:07 PM
Batch: 003-02-2014

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO	Line #
AllgenPo Allgen Power Services											
5204	01/30/2014	374.96	0.00	02/18/2014	Repair Light - Station 1		-			No	0000
101-420-2220-44010	Repairs/Maint Bldg										
	5204 Total:	374.96									
	AllgenPo Total:	374.96									
AMERICAN American Eng and Testing, Inc.											
61278	01/22/2014	865.10	0.00	02/18/2014	LE Sewer project - 3rd invoice		-			No	0000
602-495-9450-43030	Engineering Services										
	61278 Total:	865.10									
	AMERICAN Total:	865.10									
AMLEGION The American Legion											
	02/06/2014	20.00	0.00	02/18/2014	War Stories Vol 1		-			No	0000
206-450-5300-42500	Library Collection Maintenance										
	02/06/2014	25.00	0.00	02/18/2014	War Stories Vol 2		-			No	0000
206-450-5300-42500	Library Collection Maintenance										
	02/06/2014	7.00	0.00	02/18/2014	Shipping & handling		-			No	0000
206-450-5300-42500	Library Collection Maintenance										
	Total:	52.00									
	AMLEGION Total:	52.00									
ANIMALHU Animal Humane Society											
1894	01/19/2014	418.11	0.00	02/18/2014	Animal Impound Fees 10/01/13-01/01/2014		-			No	0000
101-000-0000-20200	Accounts Payable										
	1894 Total:	418.11									
	ANIMALHU Total:	418.11									
ASPENMI Aspen Mills, Inc.											
144618 -144621	12/30/2013	264.95	0.00	02/18/2014	M Cornell, coveralls, boots		-			No	0000
101-000-0000-20200	Accounts Payable										

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO	Line #
144618 -144621	12/30/2013	42.50	0.00	02/18/2014	M Cornell, uniform pants		-			No	0000
101-000-0000-20200	Accounts Payable										
144618 -144621	12/30/2013	158.73	0.00	02/18/2014	Glanzer, shirt, jacket, brass, patches		-			No	0000
101-000-0000-20200	Accounts Payable										
144618 -144621	12/30/2013	180.98	0.00	02/18/2014	Malmquist, coveralls, nametag		-			No	0000
101-000-0000-20200	Accounts Payable										
144618 -144621	12/30/2013	145.00	0.00	02/18/2014	Supan, shirt, jacket		-			No	0000
101-000-0000-20200	Accounts Payable										
	144618 -144621 Total:	792.16									
145909	02/05/2014	99.50	0.00	02/18/2014	Klein, Medic boots		-			No	0000
101-420-2220-42080	EMS Supplies										
	145909 Total:	99.50									
	ASPENMI Total:	891.66									
BAKERPAT Baker Patricia											
2014-01	02/10/2014	512.50	0.00	02/18/2014	Accounting Consulting Services - January		-			No	0000
101-410-1520-43150	Contract Services										
	2014-01 Total:	512.50									
	BAKERPAT Total:	512.50									
BERTELSO Bertelson's											
WO-910809-1	02/04/2014	91.76	0.00	02/18/2014	Admin - D - Ring Binders		-			No	0000
101-410-1320-42000	Office Supplies										
WO-910809-1	02/04/2014	-2.65	0.00	02/18/2014	Credit - CP - WO 0845308-1		-			No	0000
101-420-2400-42000	Office Supplies										
	WO-910809-1 Total:	89.11									
WO-912489-1	02/11/2014	95.40	0.00	02/18/2014	Admin - paper towels		-			No	0000
101-410-1320-42000	Office Supplies										
	WO-912489-1 Total:	95.40									
	BERTELSO Total:	184.51									
BOLTONME Bolton & Menk, Inc											
0163362	01/22/2014	7,538.50	0.00	02/18/2014	2013.131 Well No4 - 5th invoice		-			No	0000
601-000-0000-20200	Accounts Payable										
	0163362 Total:	7,538.50									
	BOLTONME Total:	7,538.50									
BOYER Boyer Trucks											
818105	01/22/2014	36.88	0.00	02/18/2014	Accelerator pedal assembly		-			No	0000
101-430-3125-44040	Repairs/Maint Eqpt										
	818105 Total:	36.88									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close	POLine #
821669	02/03/2014	143.87	0.00	02/18/2014	Belt, mirror, fuel sender		-			No	0000
101-430-3125-44040	Repairs/Maint Eqpt										
	821669 Total:	143.87									
821850	02/03/2014	132.48	0.00	02/18/2014	Electrical repair parts 06-1		-			No	0000
101-430-3125-44040	Repairs/Maint Eqpt										
	821850 Total:	132.48									
	BOYER Total:	313.23									
C A C Companion Animal Control, LLC											
1	01/01/2014	500.00	0.00	02/18/2014	Animal Control Services January		-			No	0000
101-420-2700-43150	Contract Services										
1	01/01/2014	90.00	0.00	02/18/2014	Dog/Cat PickUp - 7am-7pm		-			No	0000
101-420-2700-43160	Impounding										
1	01/01/2014	45.00	0.00	02/18/2014	Dog/Cat PickUp - 7pm-7am		-			No	0000
101-420-2700-43160	Impounding										
	1 Total:	635.00									
	C A C Total:	635.00									
CARQUEST Car Quest Auto Parts											
2055-310233	01/29/2014	428.89	0.00	02/18/2014	Misc Electrical repair parts/batteries		-			No	0000
101-430-3125-44040	Repairs/Maint Eqpt										
	2055-310233 Total:	428.89									
	CARQUEST Total:	428.89									
CENCOLLE Century College											
535004	02/06/2014	400.00	0.00	02/18/2014	Officer Series - Instructor 1, Witter		-			No	0000
101-420-2220-44370	Conferences & Training										
	535004 Total:	400.00									
	CENCOLLE Total:	400.00									
COMCAST Comcast											
877210535000891	01/27/2014	15.82	0.00	02/18/2014	Monthly Service		-			No	0000
101-420-2220-44300	Miscellaneous										
	877210535000891 Total:	15.82									
877210535001484	01/24/2014	4.49	0.00	02/18/2014	Monthly Service - February 2014		-			No	0000
101-410-1940-43210	Telephone										
	877210535001484 Total:	4.49									
	COMCAST Total:	20.31									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO	Line #
CTYBLOOM City of Bloomington											
January 2014	01/31/2014	31.50	0.00	02/18/2014	Lab Bacteria Tests		-			No	0000
601-494-9400-42270 Utility System Maintenance											
	January 2014 Total:	31.50									
	CTYBLOOM Total:	31.50									
CtyMahto City of Mahtomedi											
01/31/2014	01/31/2014	16.00	0.00	02/18/2014	8 ID badges		-			No	0000
101-410-1320-44300 Miscellaneous											
01/31/2014	01/31/2014	38.00	0.00	02/18/2014	19 ID badges		-			No	0000
101-420-2220-44300 Miscellaneous											
01/31/2014	01/31/2014	14.00	0.00	02/18/2014	7 ID badges		-			No	0000
101-430-3100-44300 Miscellaneous											
	01/31/2014 Total:	68.00									
	CtyMahto Total:	68.00									
CTYOAKDA City of Oakdale											
10000460-01	01/31/2014	2,887.54	0.00	02/18/2014	Water Service I-94 1/2-2/2/2014		-			No	0000
601-494-9400-43820 Water Utility											
	10000460-01 Total:	2,887.54									
	CTYOAKDA Total:	2,887.54									
CTYROSEV City of Roseville											
218391,218354	02/04/2014	2,635.58	0.00	02/18/2014	Monthly IT Services - January		-			No	0000
101-410-1450-43180 Information Technology/Web											
218391,218354	02/04/2014	87.10	0.00	02/18/2014	Monthly Telephone - Admin		-			No	0000
101-410-1320-43210 Telephone											
218391,218354	02/04/2014	13.75	0.00	02/18/2014	Monthly Telephone - Building Inspect		-			No	0000
101-420-2400-43210 Telephone											
218391,218354	02/04/2014	13.75	0.00	02/18/2014	Monthly Telephone - Communication		-			No	0000
101-410-1450-43210 Telephone											
218391,218354	02/04/2014	13.75	0.00	02/18/2014	Monthly Telephone - Engineering		-			No	0000
101-410-1930-43210 Telephone											
218391,218354	02/04/2014	27.50	0.00	02/18/2014	Monthly Telephone - Finance		-			No	0000
101-410-1520-43210 Telephone											
218391,218354	02/04/2014	38.15	0.00	02/18/2014	Monthly Telephone - Planning		-			No	0000
101-410-1910-43210 Telephone											
218391,218354	02/04/2014	181.75	0.00	02/18/2014	Monthly Telephone - Public Works		-			No	0000
101-430-3100-43210 Telephone											
	218391,218354 Total:	3,011.33									
	CTYROSEV Total:	3,011.33									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO	Line #
EMERGAPP Emergency Apparatus Maint. Inc											
72171	01/27/2014	1,182.29	0.00	02/18/2014	E1 repairs		-			No	0000
101-420-2220-44040 Repairs/Maint Eqpt											
	72171 Total:	1,182.29									
	EMERGAPP Total:	1,182.29									
EMERGAUT Emergency Automotive Tech, Inc											
22381	12/31/2013	1,307.86	0.00	02/18/2014	Emergency lights for boat		-			No	0000
101-000-0000-20200 Accounts Payable											
	22381 Total:	1,307.86									
22384	02/07/2014	938.35	0.00	02/18/2014	Backup Camera for TI		-			No	0000
101-420-2220-44040 Repairs/Maint Eqpt											
	22384 Total:	938.35									
	EMERGAUT Total:	2,246.21									
EMMONS&O Emmons & Olivier Resources Inc											
0156562	01/27/2014	138.00	0.00	02/18/2014	Savona Dev. Stormwater/Grading Plan		-			No	0000
803-000-0000-22900 Deposits Payable											
	0156562 Total:	138.00									
	EMMONS&O Total:	138.00									
Enright Enright Robert											
	02/10/2014	55.00	0.00	02/18/2014	Cable operations - 2/10/14 meeting		-			No	0000
101-410-1450-43620 Cable Operations											
	02/06/2014	13.75	0.00	02/18/2014	Cable Operations - training		-			No	0000
101-410-1450-43620 Cable Operations											
	02/11/2014	30.93	0.00	02/18/2014	Cable operations 2/11/14 CC Workshop		-			No	0000
101-410-1450-43620 Cable Operations											
	02/10/2014	25.00	0.00	02/18/2014	Bonus		-			No	0000
101-410-1450-43620 Cable Operations											
	Total:	124.68									
	Enright Total:	124.68									
FERGUSON Ferguson Waterworks, Inc #2516											
67800	02/06/2014	433.49	0.00	02/18/2014	Hydrant & Meter repair parts		-			No	0000
601-494-9400-44030 Repairs\Maint Imp Not Bldgs											
	67800 Total:	433.49									
68629	02/06/2014	3,296.52	0.00	02/18/2014	Meters		-			No	0000
601-494-9400-42300 Water Meters & Supplies											
	68629 Total:	3,296.52									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close	POLine #
	FERGUSON Total:	3,730.01									
FIORILLO Fiorillo Megan											
	02/05/2014	55.00	0.00	02/18/2014	Cable operations - 2/5/14 meeting	-				No	0000
101-410-1450-43620 Cable Operations											
	02/11/2014	30.93	0.00	02/18/2014	Cable Operations 2/11/2014 CC Workshop	-				No	0000
101-410-1450-43620 Cable Operations											
	Total:	85.93									
	FIORILLO Total:	85.93									
FURYMOTO Fury Motors, Inc.											
6135544/1	12/30/2013	544.97	0.00	02/18/2014	PTO electrical repair	-				No	0000
410-480-8000-45800 Other Equipment											
	6135544/1 Total:	544.97									
	FURYMOTO Total:	544.97									
Glamour Glamour											
	01/27/2014	15.00	0.00	02/18/2014	2 year subscription	-				No	0000
206-450-5300-44330 Dues & Subscriptions											
	Total:	15.00									
	Glamour Total:	15.00									
GUSTAF Gustafson Richard											
02032014	02/03/2014	200.93	0.00	02/18/2014	Reimbursement - Jeans & Tee	-				No	0000
101-430-3100-44170 Uniforms											
	02032014 Total:	200.93									
	GUSTAF Total:	200.93									
Hewlett Hewlett Packard											
53832433	01/22/2014	1,061.04	0.00	02/18/2014	Computer Software	-				No	0000
101-410-1520-43190 Software Programs											
	53832433 Total:	1,061.04									
	Hewlett Total:	1,061.04									
JOHNSON& Johnson & Turner Attorneys											
	02/07/2014	2,707.75	0.00	02/18/2014	Legal Services-Civil 32406,32414	-				No	0000
101-410-1320-43040 Legal Services											
	02/07/2014	4,330.00	0.00	02/18/2014	Legal Services-Prosecution 32473	-				No	0000
101-420-2150-43045 Attorney Criminal											

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close	POLine #
	02/07/2014	164.00	0.00	02/18/2014	Legal Services-3M	32399	-			No	0000
601-494-9400-43040	Legal Services										
	02/07/2014	351.00	0.00	02/18/2014	Legal Services-Library	32400	-			No	0000
206-450-5300-43040	Legal Services										
	02/07/2014	682.50	0.00	02/18/2014	Legal Services-Lennar Matter		-			No	0000
203-490-9070-43040	Legal Services										
	Total:	8,235.25									
	JOHNSON& Total:	8,235.25									
kathfuel	Kath Fuel Oil Service Co										
444780	12/18/2013	6,297.69	0.00	02/18/2014	Fuel		-			No	0000
101-000-0000-20200	Accounts Payable										
	444780 Total:	6,297.69									
448513	01/16/2014	913.17	0.00	02/18/2014	Fuel		-			No	0000
101-430-3120-42120	Fuel, Oil and Fluids										
	448513 Total:	913.17									
448514	01/16/2014	1,997.96	0.00	02/18/2014	Fuel		-			No	0000
101-430-3120-42120	Fuel, Oil and Fluids										
	448514 Total:	1,997.96									
448530	01/16/2014	1,910.66	0.00	02/18/2014	Fuel		-			No	0000
101-430-3120-42120	Fuel, Oil and Fluids										
	448530 Total:	1,910.66									
	kathfuel Total:	11,119.48									
LandHome	Landucci Homes										
	01/31/2014	1,500.00	0.00	02/18/2014	Refund Escrow #5261 9590 Whistling Trl		-			No	0000
803-000-0000-22900	Deposits Payable										
	01/31/2014	-100.00	0.00	02/18/2014	Fee for Encroachment agreement		-			No	0000
101-410-1910-43510	Legal Publishing										
	Total:	1,400.00									
	LandHome Total:	1,400.00									
LEOIL	Lake Elmo Oil, Inc.										
01/31/14	02/13/2014	310.00	0.00	02/18/2014	Fuel		-			No	0000
101-420-2220-42120	Fuel, Oil and Fluids										
	01/31/14 Total:	310.00									
5075523	01/04/2014	50.05	0.00	02/18/2014	Fuel		-			No	0000
101-430-3120-42120	Fuel, Oil and Fluids										
	5075523 Total:	50.05									
5375358	01/11/2014	9.00	0.00	02/18/2014	Fuel		-			No	0000
101-430-3120-42120	Fuel, Oil and Fluids										
	5375358 Total:	9.00									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO	Line #
5375385	01/08/2014	34.01	0.00	02/18/2014	Fuel		-			No	0000
101-430-3120-42120	Fuel, Oil and Fluids										
	5375385 Total:	34.01									
5375425	01/18/2014	43.00	0.00	02/18/2014	Fuel		-			No	0000
101-430-3120-42120	Fuel, Oil and Fluids										
	5375425 Total:	43.00									
5375430	01/20/2014	10.78	0.00	02/18/2014	Fuel		-			No	0000
101-430-3120-42120	Fuel, Oil and Fluids										
	5375430 Total:	10.78									
5375465	01/17/2014	41.00	0.00	02/18/2014	Fuel		-			No	0000
101-430-3120-42120	Fuel, Oil and Fluids										
	5375465 Total:	41.00									
5675135	01/31/2014	34.75	0.00	02/18/2014	Fuel		-			No	0000
101-430-3120-42120	Fuel, Oil and Fluids										
	5675135 Total:	34.75									
5675173	01/29/2014	9.76	0.00	02/18/2014	Fuel		-			No	0000
101-430-3120-42120	Fuel, Oil and Fluids										
	5675173 Total:	9.76									
	LEOIL Total:	542.35									
Library I Library Ideas											
36211	02/09/2014	150.00	0.00	02/18/2014	Set-up for Freading - ebook		-			No	0000
206-450-5300-42000	Office Supplies										
	36211 Total:	150.00									
36665	01/31/2014	3.50	0.00	02/18/2014	Pay-as-you-go January 2014		-			No	0000
206-450-5300-42000	Office Supplies										
	36665 Total:	3.50									
	Library I Total:	153.50									
Lillie Newspapers Inc. Lillie Suburban											
Acct 007148	01/31/2014	28.60	0.00	02/18/2014	1/8 Ordinance 08-096		-			No	0000
101-410-1320-43510	Legal Publishing										
Acct 007148	01/31/2014	24.20	0.00	02/18/2014	1/15 Notice-PC 1/27/14		-			No	0000
101-410-1320-43510	Legal Publishing										
Acct 007148	01/31/2014	26.40	0.00	02/18/2014	1/15 Notice - 2014 St Imp		-			No	0000
101-410-1320-43510	Legal Publishing										
Acct 007148	01/31/2014	104.20	0.00	02/18/2014	1/22 AFB proj 2013.132		-			No	0000
101-410-1320-43510	Legal Publishing										
Acct 007148	01/31/2014	51.60	0.00	02/18/2014	1/29 Notice 2014 St Imp		-			No	0000
101-410-1320-43510	Legal Publishing										
	Acct 007148 Total:	235.00									
	Lillie Total:	235.00									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO	Line #
LINNER Linner Electric Company, Inc.											
23465	01/06/2014	620.00	0.00	02/18/2014	Lions field light repair		-			No	0000
101-450-5200-44030 Repairs/Maint Imp Not Bldgs											
23465	01/06/2014	109.00	0.00	02/18/2014	City hall lot light		-			No	0000
101-410-1940-44010 Repairs/Maint Contractual Bldg											
23465	01/06/2014	448.00	0.00	02/18/2014	PW lot lights		-			No	0000
101-430-3100-44030 Repairs/Maint Imp Not Bldgs											
	23465 Total:	1,177.00									
	LINNER Total:	1,177.00									
LOFF Loffler Companies, Inc.											
1696184	02/03/2014	491.24	0.00	02/18/2014	Copy machine Contract & Overage		-			No	0000
101-410-1940-44040 Repairs/Maint Contractual Eqpt											
	1696184 Total:	491.24									
	LOFF Total:	491.24									
MARONEYS Maroney's Sanitation, Inc											
513423	02/06/2014	109.93	0.00	02/18/2014	Waste Removal - City Hall		-			No	0000
101-410-1940-43840 Refuse											
513423	02/06/2014	48.38	0.00	02/18/2014	Waste Removal - Fire		-			No	0000
101-420-2220-43840 Refuse											
513423	02/06/2014	210.94	0.00	02/18/2014	Waste Removal - Public Works		-			No	0000
101-430-3100-43840 Refuse											
513423	02/06/2014	210.94	0.00	02/18/2014	Waste Removal - Parks		-			No	0000
101-450-5200-43840 Refuse											
513423	02/06/2014	48.74	0.00	02/18/2014	Waste Removal - Library		-			No	0000
206-450-5300-43840 Refuse											
	513423 Total:	628.93									
	MARONEYS Total:	628.93									
MARVS Marv's Professional Tools											
268904	02/06/2014	123.05	0.00	02/18/2014	Tools		-			No	0000
101-430-3100-42400 Small Tools & Minor Equipment											
	268904 Total:	123.05									
	MARVS Total:	123.05									
MENARDSO Menards - Oakdale											
38071	02/10/2014	149.03	0.00	02/18/2014	Shop supplies		-			No	0000
101-430-3100-42150 Shop Materials											
	38071 Total:	149.03									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close	POLine #
	MENARDSO Total:	149.03									
MENARDST Menards - Stillwater											
35297	01/31/2014	6.75	0.00	02/18/2014	Repair Drain Stat 1		-			No	0000
101-420-2220-44010	Repairs/Maint Bldg										
	35297 Total:	6.75									
35458	02/03/2014	3.90	0.00	02/18/2014	Repair Drain Stat 1		-			No	0000
101-420-2220-44010	Repairs/Maint Bldg										
	35458 Total:	3.90									
	MENARDST Total:	10.65									
METCOU Metropolitan Council											
1030302	02/03/2014	1,550.84	0.00	02/18/2014	Monthly Wastewater - March 2014		-			No	0000
602-495-9450-43820	Sewer Utility - Met Council										
	1030302 Total:	1,550.84									
	METCOU Total:	1,550.84									
MINITEX Minitex											
84065	01/23/2014	70.00	0.00	02/18/2014	Item barcodes		-			No	0000
206-450-5300-42000	Office Supplies										
	84065 Total:	70.00									
	MINITEX Total:	70.00									
MNFIAM MnFIAM											
1816	01/29/2014	102.00	0.00	02/18/2014	Fire Instructor packet		-			No	0000
101-420-2220-44350	Books										
	1816 Total:	102.00									
	MNFIAM Total:	102.00									
NASALTCO North American Salt Company											
71107872	01/22/2014	3,764.59	0.00	02/18/2014	Road Salt		-			No	0000
101-430-3125-42290	Sand/Salt										
	71107872 Total:	3,764.59									
71109330	01/23/2014	3,761.27	0.00	02/18/2014	Road Salt		-			No	0000
101-430-3125-42290	Sand/Salt										
	71109330 Total:	3,761.27									
71117567	01/31/2014	11,123.22	0.00	02/18/2014	Road Salt		-			No	0000
101-430-3125-42290	Sand/Salt										
	71117567 Total:	11,123.22									
71120088	02/04/2014	3,791.91	0.00	02/18/2014	Road Salt		-			No	0000
101-430-3125-42290	Sand/Salt										

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO	Line #
	71120088 Total:	3,791.91									
	NASALTCO Total:	22,440.99									
NATFC National Fire Codes											
02/03/2014	02/13/2014	1,295.00	0.00	02/18/2014	Annual Renewal for NFPA codes	-				No	0000
101-420-2220-44330	Dues & Subscriptions										
	02/03/2014 Total:	1,295.00									
	NATFC Total:	1,295.00									
NEWMAN Newman Signs, Inc.											
TI-0270607	01/31/2014	3,167.27	0.00	02/18/2014	Sign materials	-				No	0000
101-430-3100-42260	Sign Repair Materials										
	TI-0270607 Total:	3,167.27									
	NEWMAN Total:	3,167.27									
ONECALL Gopher State One Call											
91618	01/31/2014	50.95	0.00	02/18/2014	FTP Tickets - January 2014	-				No	0000
101-430-3100-43150	Contract Services										
	91618 Total:	50.95									
	ONECALL Total:	50.95									
OURTEAMA Our Team Advantage Inc.											
691	01/29/2014	1,725.00	0.00	02/18/2014	Contact Snow plowing	-				No	0000
101-430-3125-43150	Contract Services										
	691 Total:	1,725.00									
716	01/31/2014	920.00	0.00	02/18/2014	Contract Snow plowing	-				No	0000
101-430-3125-43150	Contract Services										
	716 Total:	920.00									
	OURTEAMA Total:	2,645.00									
PERFORMA Performance Plus LLC											
3606	10/22/2013	475.00	0.00	02/18/2014	Annual FIT testing	-				No	0000
101-000-0000-20200	Accounts Payable										
	3606 Total:	475.00									
	PERFORMA Total:	475.00									
PINKY Pinky's Sewer Service, Inc.											
64558,64681	02/04/2014	200.00	0.00	02/18/2014	Pumped 2 septic tanks	-				No	0000
206-450-5300-44010	Repairs/Maint Bldg										
	64558,64681 Total:	200.00									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close	POLine #
	PINKY Total:	200.00									
PIONEERP Pioneer Press											
114520397	01/31/2014	231.00	0.00	02/18/2014	City Notices/Public hearings	-				No	0000
101-410-1450-43510	Public Notices										
	114520397 Total:	231.00									
	PIONEERP Total:	231.00									
RESCUPAX Rescupax											
167	01/31/2014	2,006.00	0.00	02/18/2014	Water rescue equipment	-				No	0000
101-420-2220-42400	Small Tools & Equipment										
	167 Total:	2,006.00									
	RESCUPAX Total:	2,006.00									
RIVRCOOP River Country Cooperative											
141352	01/31/2014	449.10	0.00	02/18/2014	Fuel	-				No	0000
101-420-2220-42120	Fuel, Oil and Fluids										
	141352 Total:	449.10									
	RIVRCOOP Total:	449.10									
RONNAN Ronnan Ken											
	02/10/2014	55.00	0.00	02/18/2014	Cable operations 2/10/14 meeting	-				No	0000
101-410-1450-43620	Cable Operations										
	02/10/2014	25.00	0.00	02/18/2014	Bonus	-				No	0000
101-410-1450-43620	Cable Operations										
	Total:	80.00									
	RONNAN Total:	80.00									
ROSENBAU Rosenbauer - General Division											
11611	01/31/2014	425.00	0.00	02/18/2014	Install backup camera T2	-				No	0000
101-420-2220-44040	Repairs/Maint Eqpt										
	11611 Total:	425.00									
	ROSENBAU Total:	425.00									
S&T S&T Office Products, Inc.											
01QF2507	02/04/2014	23.44	0.00	02/18/2014	Office Supplies - Admin	-				No	0000
101-410-1320-42000	Office Supplies										
01QF2507	02/04/2014	5.64	0.00	02/18/2014	Office Supplies - Planning	-				No	0000
101-410-1910-42000	Office Supplies										

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close	POLine #
01QF2507	02/04/2014	5.64	0.00	02/18/2014	Office Supplies - Finance		-			No	0000
101-410-1520-42000	Office Supplies										
01QF2507	02/04/2014	75.45	0.00	02/18/2014	Office Supplies - Fire		-			No	0000
101-420-2220-42000	Office Supplies										
	01QF2507 Total:	110.17									
01QF3907	02/05/2014	110.97	0.00	02/18/2014	3 HP 950 XL inkjet cartridges		-			No	0000
206-450-5300-42000	Office Supplies										
	01QF3907 Total:	110.97									
	S&T Total:	221.14									
SAMSCLUB Sam's Club											
	01/16/2014	19.96	0.00	02/18/2014	Restock rehab supplies		-			No	0000
101-420-2220-44300	Miscellaneous										
	01/16/2014	18.98	0.00	02/18/2014	Restock station supplies		-			No	0000
101-420-2220-44010	Repairs/Maint Bldg										
	01/16/2014	19.86	0.00	02/18/2014	Coffee for city hall		-			No	0000
101-410-1940-44300	Miscellaneous										
	01/16/2014	90.00	0.00	02/18/2014	Annual membership renewal		-			No	0000
101-420-2220-44300	Miscellaneous										
	Total:	148.80									
	SAMSCLUB Total:	148.80									
SHI SHI International Corp											
B01679442	01/27/2014	1,879.00	0.00	02/18/2014	Office Std, Office Pro Plus 2013		-			No	0000
101-410-1320-43190	Software Programs										
	B01679442 Total:	1,879.00									
	SHI Total:	1,879.00									
SW/WC SW/WC Service Cooperatives											
01/29/2014	01/29/2014	24,030.00	0.00	02/18/2014	March 2014 Insurance Premiums		-			No	0000
101-000-0000-21706	Medical Insurance										
	01/29/2014 Total:	24,030.00									
	SW/WC Total:	24,030.00									
TASCH T.A. Schifsky & Sons Inc											
Pay Request 6	01/27/2014	57,225.36	0.00	02/18/2014	Keats MSA Street		-			No	0000
409-480-8000-43030	Engineering Services										
Pay Request 6	01/27/2014	36,141.76	0.00	02/18/2014	Keats Trunk Watermain		-			No	0000
601-494-9400-43030	Engineering Services										
	Pay Request 6 Total:	93,367.12									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close	POLine #
	TASCH Total:	93,367.12									
TDS TDS Metrocom - LLC											
651-779-8882	02/13/2014	133.15	0.00	02/18/2014	Analog Lines - Fire	-				No	0000
101-420-2220-43210	Telephone										
651-779-8882	02/13/2014	209.30	0.00	02/18/2014	Analog Lines - Public Works	-				No	0000
101-430-3100-43210	Telephone										
651-779-8882	02/13/2014	123.75	0.00	02/18/2014	Analog Lines - Lift Station Alarms	-				No	0000
602-495-9450-43210	Telephone										
651-779-8882	02/13/2014	43.25	0.00	02/18/2014	Alarms - Well House #2	-				No	0000
601-494-9400-43210	Telephone										
	651-779-8882 Total:	509.45									
	TDS Total:	509.45									
TKDA TKDA, Inc.											
002014000175	02/05/2014	1,052.98	0.00	02/18/2014	2013.123 LE Sewer Infrastructure	-				No	0000
602-495-9450-43030	Engineering Services										
	002014000175 Total:	1,052.98									
	TKDA Total:	1,052.98									
TOWNCTRY Town & Country Cleaning Co											
214620	02/01/2014	230.00	0.00	02/18/2014	Feb Janitorial Service	-				No	0000
101-410-1940-44010	Repairs/Maint Contractual Bldg										
	214620 Total:	230.00									
214661	02/01/2014	175.00	0.00	02/18/2014	February Janitorial - Library	-				No	0000
206-450-5300-44010	Repairs/Maint Bldg										
	214661 Total:	175.00									
	TOWNCTRY Total:	405.00									
TRKUTI Truck Utilities Inc.											
264517	01/30/2014	47.32	0.00	02/18/2014	PTO Yoke	-				No	0000
101-430-3120-42210	Equipment Parts										
	264517 Total:	47.32									
2645715	02/03/2014	25.00	0.00	02/18/2014	Plow Truck 00-1	-				No	0000
101-430-3125-42210	Equipment Parts										
	2645715 Total:	25.00									
	TRKUTI Total:	72.32									
WASHTAX Washington County											
78016	01/31/2014	658.69	0.00	02/18/2014	2014 Truth in Taxation Notice	-				No	0000
101-410-1520-44300	Miscellaneous										

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO	Line #
	78016 Total:	658.69									
P247771	02/03/2014	46.00	0.00	02/18/2014	Recorder/Registrar		-			No	0000
101-410-1910-42030	Printed Forms										
	P247771 Total:	46.00									
	WASHTAX Total:	704.69									
WATERCON Water Conservation Svs Inc.											
4560	01/24/2014	371.28	0.00	02/18/2014	Leak Detection WM Break 33rd/Kraft		-			No	0000
601-494-9400-44300	Miscellaneous										
	4560 Total:	371.28									
	WATERCON Total:	371.28									
Whiteani White Anita											
	02/06/2014	13.75	0.00	02/18/2014	Cable operations - 2/06/2014 Training		-			No	0000
101-410-1450-43620	Cable Operations										
	Total:	13.75									
	Whiteani Total:	13.75									
XCEL Xcel Energy											
51-0117417-0	01/29/2014	31.58	0.00	02/18/2014	Electrical Utility Service		-			No	0000
101-430-3160-43810	Street Lighting										
	51-0117417-0 Total:	31.58									
51-4504807-7	01/29/2014	214.03	0.00	02/18/2014	Electrical Utility Service		-			No	0000
101-450-5200-43810	Electric Utility										
51-4504807-7	01/29/2014	83.37	0.00	02/18/2014	Electrical Utility Service		-			No	0000
602-495-9450-43810	Electric Utility										
51-4504807-7	01/29/2014	37.20	0.00	02/18/2014	Electrical Utility Service		-			No	0000
101-430-3160-43810	Street Lighting										
	51-4504807-7 Total:	334.60									
51-4572945-7	01/29/2014	43.30	0.00	02/18/2014	Electrical Utility Service		-			No	0000
101-430-3160-43810	Street Lighting										
	51-4572945-7 Total:	43.30									
51-4576456-3	01/29/2014	1,438.03	0.00	02/18/2014	Electrical Utility Service		-			No	0000
101-420-2220-43810	Electric Utility										
	51-4576456-3 Total:	1,438.03									
51-4580376-5	01/29/2014	510.34	0.00	02/18/2014	Electrical Utility Service		-			No	0000
101-410-1940-43810	Electric Utility										
51-4580376-5	01/29/2014	40.03	0.00	02/18/2014	Electrical Utility Service		-			No	0000
101-430-3160-43810	Street Lighting										
51-4580376-5	01/29/2014	1,166.81	0.00	02/18/2014	Electrical Utility Service		-			No	0000
101-410-1940-43810	Electric Utility										
	51-4580376-5 Total:	1,717.18									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close	POLine #
51-4733556-8	01/29/2014	12.25	0.00	02/18/2014	Electrical Utility Service		-			No	0000
101-450-5200-43810	Electric Utility										
	51-4733556-8 Total:	12.25									
51-5044219-0	01/29/2014	108.44	0.00	02/18/2014	Electrical Utility Service		-			No	0000
101-450-5200-43810	Electric Utility										
	51-5044219-0 Total:	108.44									
51-5275289-3	01/29/2014	12.30	0.00	02/18/2014	Electrical Utility Service		-			No	0000
101-450-5200-43810	Electric Utility										
	51-5275289-3 Total:	12.30									
51-5356323-8	01/29/2014	2,000.14	0.00	02/18/2014	Electrical Utility Service		-			No	0000
601-494-9400-43810	Electric Utility										
	51-5356323-8 Total:	2,000.14									
51-5522332-2	01/29/2014	55.40	0.00	02/18/2014	Electrical Utility Service		-			No	0000
101-430-3160-43810	Street Lighting										
	51-5522332-2 Total:	55.40									
51-5747685-4	01/29/2014	219.93	0.00	02/18/2014	Electrical Utility Service		-			No	0000
101-450-5200-43810	Electric Utility										
	51-5747685-4 Total:	219.93									
51-6429583-8	01/29/2014	20.62	0.00	02/18/2014	Electrical Utility Service		-			No	0000
602-495-9450-43810	Electric Utility										
	51-6429583-8 Total:	20.62									
51-643397-2	01/29/2014	864.48	0.00	02/18/2014	Electrical Utility Service		-			No	0000
101-420-2220-43810	Electric Utility										
	51-643397-2 Total:	864.48									
51-6625457-1	01/29/2014	426.22	0.00	02/18/2014	Electrical Utility Service		-			No	0000
101-450-5200-43810	Electric Utility										
	51-6625457-1 Total:	426.22									
51-6736544-2	01/29/2014	1,932.94	0.00	02/18/2014	Electrical Utility Service		-			No	0000
101-430-3160-43810	Street Lighting										
	51-6736544-2 Total:	1,932.94									
51-6928283-3	01/29/2014	32.25	0.00	02/18/2014	Electrical Utility Service		-			No	0000
101-430-3160-43810	Street Lighting										
	51-6928283-3 Total:	32.25									
51-6956201-4	01/29/2014	16.02	0.00	02/18/2014	Electrical Utility Service		-			No	0000
101-450-5200-43810	Electric Utility										
51-6956201-4	01/29/2014	34.12	0.00	02/18/2014	Electrical Utility Service		-			No	0000
101-450-5200-43810	Electric Utility										
	51-6956201-4 Total:	50.14									
51-7538112-1	01/29/2014	3,332.27	0.00	02/18/2014	Electrical Utility Service		-			No	0000
101-430-3100-43810	Electric Utility										
	51-7538112-1 Total:	3,332.27									
51-8126093-5	01/29/2014	160.11	0.00	02/18/2014	Electrical Utility Service		-			No	0000
601-494-9400-43810	Electric Utility										
	51-8126093-5 Total:	160.11									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close	POLine #
51-8711719-3	01/29/2014	13.66	0.00	02/18/2014	Electrical Utility Service		-			No	0000
101-430-3160-43810	Street Lighting										
	51-8711719-3 Total:	13.66									
510630620-5	01/29/2014	884.89	0.00	02/18/2014	Electrical Utility Service		-			No	0000
206-450-5300-43810	Electric Utility										
	510630620-5 Total:	884.89									
515916043-7	01/29/2014	23.83	0.00	02/18/2014	Electrical Utility Service		-			No	0000
602-495-9450-43810	Electric Utility										
	515916043-7 Total:	23.83									
	XCEL Total:	13,714.56									
YALEMECH	Yale Mechanical										
143217	02/10/2014	375.07	0.00	02/18/2014	City Hall		-			No	0000
101-410-1940-44010	Repairs/Maint Contractual Bldg										
	143217 Total:	375.07									
143322	02/10/2014	215.80	0.00	02/18/2014	Annex		-			No	0000
101-410-1940-44010	Repairs/Maint Contractual Bldg										
	143322 Total:	215.80									
144350	02/10/2014	930.93	0.00	02/18/2014	Public Works		-			No	0000
101-430-3100-44010	Repairs/Maint Bldg										
	144350 Total:	930.93									
144351	02/10/2014	398.50	0.00	02/18/2014	Fire Station Stat 2		-			No	0000
101-420-2220-44010	Repairs/Maint Bldg										
	144351 Total:	398.50									
146706	01/31/2014	364.55	0.00	02/18/2014	Heat Repair Annex		-			No	0000
101-410-1940-44010	Repairs/Maint Contractual Bldg										
	146706 Total:	364.55									
	YALEMECH Total:	2,284.85									
	Report Total:	226,190.77									

THE CITY OF LAKE ELMO

MAYOR & COUNCIL COMMUNICATION

DATE: **February 18, 2014**
CONSENT ITEM **#3**
MOTION

AGENDA ITEM: January 2014 Financial Reporting

SUBMITTED BY: Cathy Bendel, Finance Director

THROUGH: Cathy Bendel, Finance Director

REVIEWED BY: Finance Committee

SUGGESTED ORDER OF BUSINESS:

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

POLICY RECOMMENDER: Finance

FISCAL IMPACT: NA

SUMMARY AND ACTION REQUESTED: As part of its Consent Agenda, the City Council is asked to accept the January 2014 Financial Reporting Packet. 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 operations and report the financial (unaudited) statement to the City Council. City guidelines suggest the Council be updated on a regular basis.

STAFF REPORT: Attached please find the comparative financial statements for the month of January 2014 reflecting the monthly and year to date detail, comparing the actual results to the 2014 Budget.

The most significant variances are highlighted below:

Revenues:

- Building Permit revenue for the month was 71% below budget. When the budget was prepared, it was anticipated that the Lennar development would be well on its was by this time with on-going building activity, which has not been the case.
- Animal license revenue is 95% above budget due to the timely reminder sent out with storm water bills. In the past licenses were renewed throughout the year rather than as of January 1st as they should have been as they are an annual license.
- Utility Permit revenue for the month was above budget due to right of way permits being needed related to the I94 development activities.
- Plan check fees are 76% under budget for the month as a result of the delay in the Lennar development build out mentioned earlier.

Expenses:
Most departments were at or below budget for the month. A few key items to note:

- The membership with Metro Cities was renewed in January for 2014 and is included in the Mayor and Council department expenses. This expense was not included in the 2014 budget.

- Assessor costs under the Administration department for the month were below budget due to the transition to the new assessor effective March 1st. As a result, there were no assessor costs for January 2014.

- The $5k in contract services under the Administration department represent the 2014 annual legislative representation retainer with Messerli and Kramer.

- The miscellaneous expense under the Finance department for $1.2k is the cost for the Northland Securities annual bond disclosure publication. This expense was included in the budget in March.

- Small tools and equipment under the Fire department is over budget by $3k. This is primarily due to purchasing a Thermal Imaging camera and charger for $4.8k due to it being found at an auction for far below its market value.

- Sand and salt for the month came in below budget by $7.8k for the month due to the budget anticipating a very snowy winter for early 2014. A portion of the savings represents the cost savings due to no longer having to pay sales tax on the salt purchases effective January 1st.

- Repairs and maintenance equipment in the Parks and Recreation department was higher than budget due to repairs being needed on the 98 GMC truck for $2.2k. These were not budgeted for in 2014.

RECOMMENDATION: Based on the aforementioned, the staff recommends the City Council accept the attached January Financial Report.

ATTACHMENT:

1. January Financial Reports

City of Lake Elmo
2014 By Month
Budget to Actual Comparative
For the month ending January 31, 2014
101-General Fund Detail
By Department

2/9/2014

DEPT 410 - GEN'L GOV'T	MONTH BUDGET Month	MONTH ACTUAL Month	MONTH Variance ($) Month	MONTH Variance (%) Month	YTD BUDGET YTD	YTD ACTUAL YTD	YTD Variance ($) YTD	YTD Variance (%) YTD
REVENUE								
Current Ad Valorem Taxes	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Delinquent Ad Valorem Taxes	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Mobile Home Tax	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Fiscal Disparities	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Penalty & Interest on Taxes	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Liquor License	500.00	0.00	(500.00)	0.00%	500.00	0.00	(500.00)	0.00%
Wastehauler License	0.00	840.00	840.00	0.00%	0.00	840.00	840.00	0.00%
General Contractor License	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Heating Contractor License	1,100.00	750.00	(350.00)	-31.82%	1,100.00	750.00	(350.00)	-31.82%
Blacktopping Contractor License	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Building Permits	10,000.00	2,858.55	(7,141.45)	-71.41%	10,000.00	2,858.55	(7,141.45)	-71.41%
Heating Permits	500.00	1,620.00	1,120.00	224.00%	500.00	1,620.00	1,120.00	224.00%
Plumbing Permits	500.00	1,140.00	640.00	128.00%	500.00	1,140.00	640.00	128.00%
Sewer Permits	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Animal License	700.00	1,365.00	665.00	95.00%	700.00	1,365.00	665.00	95.00%
Utility Permits (ROW)	0.00	910.00	910.00	0.00%	0.00	910.00	910.00	0.00%
Burning Permit	200.00	0.00	(200.00)	-100.00%	200.00	0.00	(200.00)	-100.00%
Massage Therapy Licenses	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Homestead Credit Aid	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
MSA-Maintenance	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
State Fire Aid	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
PERA Aid	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Gravel Tax	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Recycling Grant	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Misc State Grant/Surcharge Rev	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Cable Franchise Revenue	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Zoning & Subdivision Fees	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Plan Check Fees	7,000.00	1,652.81	(5,347.19)	-76.39%	7,000.00	1,652.81	(5,347.19)	-76.39%
Sale of Copies, Books, Maps	18.50	5.50	(13.00)	0.00%	18.50	5.50	(13.00)	-70.27%
Assessment Searches	105.00	30.00	(75.00)	-71.43%	105.00	30.00	(75.00)	-71.43%
Clean Up Days	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Cable Operation Reimbursement	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Fines	3,500.00	3,955.06	455.06	13.00%	3,500.00	3,955.06	455.06	13.00%
Miscellaneous Revenue	200.00	430.73	230.73	115.37%	200.00	430.73	230.73	115.37%
Internal Charges	200.00	190.00	(10.00)	-5.00%	200.00	190.00	(10.00)	-5.00%
Interest Earnings	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Donations	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Total Revenue	**24,523.50**	**15,747.65**	**(8,775.85)**	**-35.79%**	**24,523.50**	**15,747.65**	**(8,775.85)**	**-35.79%**

EXPENSE								
1110 - Mayor & Council								
PT Salaries	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
FICA Contributions	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Medicare Contributions	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Workers Compensation	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Mileage	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Miscellaneous	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Dues & Subscriptions	0.00	3,397.00	(3,397.00)	0.00%	0.00	3,397.00	(3,397.00)	0.00%
Conferences & Training	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Total Mayor & Council	**0.00**	**3,397.00**	**(3,397.00)**	**0.00%**	**0.00**	**3,397.00**	**(3,397.00)**	**0.00%**
1320 - Administration								
FT Salaries	13,568.00	12,956.35	611.65	4.51%	13,568.00	12,956.35	611.65	4.51%
PERA Contributions	983.68	939.34	44.34	4.51%	983.68	939.34	44.34	4.51%
ICMA Contributions	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
FICA Contributions	841.22	760.09	81.13	9.64%	841.22	760.09	81.13	9.64%
Medicare Contributions	196.74	177.74	19.00	9.66%	196.74	177.74	19.00	9.66%
Health/Dental Insurance	3,620.00	3,620.00	0.00	0.00%	3,620.00	3,620.00	0.00	0.00%
Unemployment Benefits	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Workers Compensation	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	#DIV/0!
Office Supplies	500.00	943.84	(443.84)	-88.77%	500.00	943.84	(443.84)	-88.77%
Printed Forms	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Legal Services	5,000.00	0.00	5,000.00	100.00%	5,000.00	0.00	5,000.00	100.00%
Newsletter/Website	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Assessing Services	2,000.00	0.00	2,000.00	100.00%	2,000.00	0.00	2,000.00	100.00%
Information Technology	0.00	1,322.02	(1,322.02)	0.00%	0.00	1,322.02	(1,322.02)	0.00%
Contract Services	0.00	5,000.00	(5,000.00)	0.00%	0.00	5,000.00	(5,000.00)	0.00%
Software Programs	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Telephone	337.06	87.10	249.96	0.00%	337.06	87.10	249.96	0.00%
Postage	500.00	599.40	(99.40)	-19.88%	500.00	599.40	(99.40)	-19.88%
Mileage	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	#DIV/0!
Legal Publishing	200.00	0.00	200.00	0.00%	200.00	0.00	200.00	0.00%
Insurance	0.00	214.67	(214.67)	0.00%	0.00	214.67	(214.67)	#DIV/0!
Cable Operation Expense	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Miscellaneous	50.00	91.52	(41.52)	-83.04%	50.00	91.52	(41.52)	-83.04%
Dues & Subscriptions	50.00	0.00	50.00	100.00%	50.00	0.00	50.00	100.00%
Books	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Conferences & Training	360.00	1,110.00	(750.00)	-208.33%	360.00	1,110.00	(750.00)	-208.33%
Staff Development	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Total Administration	**28,206.70**	**27,822.07**	**384.63**	**1.36%**	**28,206.70**	**27,822.07**	**384.63**	**1.36%**

1410 - Elections								
PT Salaries	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Office Supplies	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Legal Publications/Notification	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Election Equipment	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Equipment Repair	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
County Election Fees	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Printed Forms	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Miscellaneious	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Total Elections	**0.00**	**0.00**	**0.00**	**0.00%**	**0.00**	**0.00**	**0.00**	**0.00%**
1450 - Communications								
FT Salaries	1,030.00	1,452.92	(422.92)	-41.06%	1,030.00	1,452.92	(422.92)	-41.06%
PERA Contributions	74.68	105.34	(30.66)	-41.06%	74.68	105.34	(30.66)	-41.06%
FICA Contributions	63.86	87.24	(23.38)	-36.61%	63.86	87.24	(23.38)	-36.61%
Medicare Contributions	14.94	20.41	(5.47)	-36.61%	14.94	20.41	(5.47)	-36.61%
Health/Dental Insurance	240.00	272.00	(32.00)	0.00%	240.00	272.00	(32.00)	0.00%
Workers Compensation	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Newsletter	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Office Supplies	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Info Technology/Web	3,500.00	2,749.55	750.45	21.44%	3,500.00	2,749.55	750.45	21.44%
Telephone	130.00	75.82	54.18	41.68%	130.00	75.82	54.18	41.68%
Public Notices	500.00	150.80	349.20	69.84%	500.00	150.80	349.20	69.84%
Cable Operations	300.00	740.48	(440.48)	-146.83%	300.00	740.48	(440.48)	-146.83%
Conferences	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Repair/Maint Equipment	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Total Communications	**5,853.48**	**5,654.56**	**198.92**	**3.40%**	**5,853.48**	**5,654.56**	**198.92**	**3.40%**
1520 - Finance								
FT Salaries	6,760.00	6,905.99	(145.99)	-2.16%	6,760.00	6,905.99	(145.99)	-2.16%
PERA Contributions	490.10	500.67	(10.57)	-2.16%	490.10	500.67	(10.57)	-2.16%
FICA Contributions	419.12	403.19	15.93	3.80%	419.12	403.19	15.93	3.80%
Medicare Contributions	98.02	94.28	3.74	3.82%	98.02	94.28	3.74	3.82%
Health/Dental Insurance	1,504.00	1,088.00	416.00	27.66%	1,504.00	1,088.00	416.00	27.66%
Unemployment Benefits	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Workers Compensation	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Office Supplies	25.00	12.49	12.51	50.04%	25.00	12.49	12.51	50.04%
Printed Forms	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Audit Services	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Contract Services	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Software Programs	0.00	813.50	(813.50)	0.00%	0.00	813.50	(813.50)	0.00%
Telephone	100.00	27.50	72.50	0.00%	100.00	27.50	72.50	0.00%
Mileage	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Miscellaneous	0.00	1,224.04	(1,224.04)	0.00%	0.00	1,224.04	(1,224.04)	0.00%
Dues & Subscriptions	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Conferences & Training	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Total Finance	**9,396.24**	**11,069.66**	**(1,673.42)**	**-17.81%**	**9,396.24**	**11,069.66**	**(1,673.42)**	**-17.81%**

1910 - Planning & Zoning								
FT Salaries	12,298.00	12,880.79	(582.79)	-4.74%	12,298.00	12,880.79	(582.79)	-4.74%
PERA Contributions	891.61	933.87	(42.26)	-4.74%	891.61	933.87	(42.26)	-4.74%
FICA Contributions	762.48	754.64	7.84	1.03%	762.48	754.64	7.84	1.03%
Medicare Contributions	178.32	176.48	1.84	1.03%	178.32	176.48	1.84	1.03%
Health/Dental Insurance	2,678.00	2,678.00	0.00	0.00%	2,678.00	2,678.00	0.00	0.00%
Workers Compensation	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Office Supplies	150.00	12.49	137.51	91.67%	150.00	12.49	137.51	91.67%
Printed Forms	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Engineering Services	3,000.00	3,377.00	(377.00)	-12.57%	3,000.00	3,377.00	(377.00)	-12.57%
Contract Services	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Information Technology	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Telephone	100.00	54.64	45.36	45.36%	100.00	54.64	45.36	45.36%
Postage	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Mileage	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Miscellaneous	50.00	0.00	50.00	100.00%	50.00	0.00	50.00	100.00%
Dues & Subscriptions	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Books	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Conferences & Training	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Total Planning & Zoning	**20,108.41**	**20,867.91**	**(759.50)**	**-3.78%**	**20,108.41**	**20,867.91**	**(759.50)**	**-3.78%**
1930 - Engineering Services								
Engineering Services	4,000.00	4,180.86	(180.86)	-4.52%	4,000.00	4,180.86	(180.86)	-4.52%
Total Engineering Services	**4,000.00**	**4,180.86**	**(180.86)**	**-4.52%**	**4,000.00**	**4,180.86**	**(180.86)**	**-4.52%**
1940 - City Hall								
Cleaning Supplies	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Building Repair Supplies	0.00	163.97	(163.97)	0.00%	0.00	163.97	(163.97)	0.00%
Telephone	200.00	225.13	(25.13)	-12.57%	200.00	225.13	(25.13)	-12.57%
Utilities	1,100.00	0.00	1,100.00	100.00%	1,100.00	0.00	1,100.00	100.00%
Refuse	108.32	0.00	108.32	100.00%	108.32	0.00	108.32	100.00%
Repairs/Maint Contractual Bldg	600.00	288.87	311.13	51.86%	600.00	288.87	311.13	51.86%
Repairs/Maint Contractual Equip	200.00	0.00	200.00	100.00%	200.00	0.00	200.00	100.00%
Miscellaneous	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Total City Hall	**2,208.32**	**677.97**	**1,530.35**	**69.30%**	**2,208.32**	**677.97**	**1,530.35**	**69.30%**
Total General Government	**69,773.15**	**73,670.03**	**(3,896.88)**	**-5.59%**	**69,773.15**	**73,670.03**	**(3,896.88)**	**-5.59%**

DEPT 420 - PUBLIC SAFETY

2100 - Police								
Law Enforcement Contract	0.00	634.22	(634.22)	0.00%	0.00	634.22	(634.22)	0.00%
Total Police	**0.00**	**634.22**	**(634.22)**	**0.00%**	**0.00**	**634.22**	**(634.22)**	**0.00%**
2150 - Prosecution								
Attorney Criminal	4,250.00	0.00	4,250.00	100.00%	4,250.00	0.00	4,250.00	100.00%
Total Prosecution	**4,250.00**	**0.00**	**4,250.00**	**100.00%**	**4,250.00**	**0.00**	**4,250.00**	**100.00%**
2220 - Fire								
FT Salaries	5,701.46	5,701.48	(0.02)	0.00%	5,701.46	5,701.48	(0.02)	0.00%
PT Salaries	18,034.46	14,769.90	3,264.56	18.10%	18,034.46	14,769.90	3,264.56	18.10%
PERA Contributions	873.05	1,065.32	(192.27)	-22.02%	873.05	1,065.32	(192.27)	-22.02%
FICA Contributions	1,471.63	859.61	612.02	41.59%	1,471.63	859.61	612.02	41.59%
Medicare Contributions	344.17	289.97	54.20	15.75%	344.17	289.97	54.20	15.75%
Health/Dental Insurance	1,230.00	1,142.00	88.00	7.15%	1,230.00	1,142.00	88.00	7.15%
Unemployment Benefits	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Workers Compensation	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Office Supplies	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
EMS Supplies	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Fire Prevention	250.00	0.00	250.00	0.00%	250.00	0.00	250.00	0.00%
Fuel, Oil & Fluids	1,200.00	579.04	620.96	51.75%	1,200.00	579.04	620.96	51.75%
Small Tools & Equip	1,900.00	4,908.85	(3,008.85)	0.00%	1,900.00	4,908.85	(3,008.85)	-158.36%
Physicals	575.00	0.00	575.00	100.00%	575.00	0.00	575.00	100.00%
Information Technology	0.00	661.01	(661.01)	0.00%	0.00	661.01	(661.01)	0.00%
Telephone	350.00	396.35	(46.35)	-13.24%	350.00	396.35	(46.35)	-13.24%
Radio	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Mileage	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Vehicle Insurance	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Electric Utility	1,800.00	0.00	1,800.00	100.00%	1,800.00	0.00	1,800.00	100.00%
Refuse	47.68	0.00	47.68	100.00%	47.68	0.00	47.68	100.00%
Repair/Maint Bldg	1,000.00	811.31	188.69	18.87%	1,000.00	811.31	188.69	18.87%
Repair/Maint Equip	3,400.00	1,999.22	1,400.78	41.20%	3,400.00	1,999.22	1,400.78	41.20%
Uniforms	250.00	0.00	250.00	100.00%	250.00	0.00	250.00	100.00%
Miscellaneous	100.00	11.97	88.03	88.03%	100.00	11.97	88.03	88.03%
Dues & Subscriptions	600.00	359.00	241.00	40.17%	600.00	359.00	241.00	40.17%
Books	50.00	0.00	50.00	0.00%	50.00	0.00	50.00	0.00%
Conferences & Training	500.00	0.00	500.00	100.00%	500.00	0.00	500.00	100.00%
Total Fire	**39,677.45**	**33,555.03**	**6,122.42**	**15.43%**	**39,677.45**	**33,555.03**	**6,122.42**	**15.43%**
2250 - Fire Relief								
Fire State Aid	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Total Fire Relief	**0.00**	**0.00**	**0.00**	**0.00%**	**0.00**	**0.00**	**0.00**	**0.00%**

2400 - Building Inspection								
FT Salaries	7,384.00	6,689.06	694.94	9.41%	7,384.00	6,689.06	694.94	9.41%
PERA Contributions	535.34	484.97	50.37	9.41%	535.34	484.97	50.37	9.41%
FICA Contributions	457.81	389.58	68.23	14.90%	457.81	389.58	68.23	14.90%
Medicare Contributions	107.07	91.12	15.95	14.90%	107.07	91.12	15.95	14.90%
Health/Dental Insurance	1,818.00	1,414.00	404.00	22.22%	1,818.00	1,414.00	404.00	22.22%
Unemployment Benefits	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Workers Compensation	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Office Supplies	0.00	57.79	(57.79)	0.00%	0.00	57.79	(57.79)	0.00%
Printed Forms	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Fuel, Oil & Fluids	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Engineering	750.00	541.50	208.50	27.80%	750.00	541.50	208.50	27.80%
Surcharge Pmts	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Inspector Contract Services	0.00	270.00	(270.00)	0.00%	0.00	270.00	(270.00)	0.00%
Information Technology	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Software Programs	4,180.00	0.00	4,180.00	0.00%	4,180.00	0.00	4,180.00	0.00%
Telephone	45.66	62.74	(17.08)	-37.41%	45.66	62.74	(17.08)	-37.41%
Mileage	50.00	74.58	(24.58)	0.00%	50.00	74.58	(24.58)	0.00%
Insurance	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Repairs/Maint Equip	0.00	49.99	(49.99)	0.00%	0.00	49.99	(49.99)	0.00%
Uniforms	86.38	0.00	86.38	0.00%	86.38	0.00	86.38	0.00%
Miscellaneous	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Dues & Subscriptions	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Books	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Conferences & Training	280.00	0.00	280.00	0.00%	280.00	0.00	280.00	0.00%
Total Building Inspections	**15,694.26**	**10,125.33**	**5,568.93**	**35.48%**	**15,694.26**	**10,125.33**	**5,568.93**	**35.48%**
2500 - Emergency Communications								
Contract Services	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Total Emergency Communications	**0.00**	**0.00**	**0.00**	**0.00%**	**0.00**	**0.00**	**0.00**	**0.00%**
2700 - Animal Control								
Printed Forms	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Contract Services	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Miscellaneous	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Total Animal Control	**0.00**	**0.00**	**0.00**	**0.00%**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Public Safety	**59,621.71**	**44,314.58**	**15,307.13**	**25.67%**	**59,621.71**	**44,314.58**	**15,307.13**	**25.67%**

DEPT 430 - PUBLIC WORKS

3100 - Public Works								
FT Salaries	13,736.00	13,772.47	(36.47)	-0.27%	13,736.00	13,772.47	(36.47)	-0.27%
PT Salaries	0.00	1,158.45	(1,158.45)	0.00%	0.00	1,158.45	(1,158.45)	0.00%
PERA Contributions	995.86	1,080.24	(84.38)	-8.47%	995.86	1,080.24	(84.38)	-8.47%
FICA Contributions	851.63	883.47	(31.84)	-3.74%	851.63	883.47	(31.84)	-3.74%
Medicare Contributions	199.17	206.63	(7.46)	-3.75%	199.17	206.63	(7.46)	-3.75%
Health/Dental Insurance	3,280.00	2,899.00	381.00	11.62%	3,280.00	2,899.00	381.00	11.62%
Unemployment Benefits	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Workers Compensation	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Office Supplies	25.00	0.00	25.00	100.00%	25.00	0.00	25.00	100.00%
Shop Materials	50.00	192.00	(142.00)	-284.00%	50.00	192.00	(142.00)	-284.00%
Building Repair Supplies	25.00	0.00	25.00	0.00%	25.00	0.00	25.00	0.00%
Small Tools and Minor Equip	200.00	77.55	122.45	61.23%	200.00	77.55	122.45	61.23%
Engineering Services	750.00	237.50	512.50	68.33%	750.00	237.50	512.50	68.33%
Contract Services	100.00	0.00	100.00	100.00%	100.00	0.00	100.00	100.00%
Information Technology	0.00	661.01	(661.01)	0.00%	0.00	661.01	(661.01)	0.00%
Telephone	638.43	610.82	27.61	4.32%	638.43	610.82	27.61	4.32%
Radio	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Mileage	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Insurance	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Electric Utility	2,000.00	0.00	2,000.00	100.00%	2,000.00	0.00	2,000.00	100.00%
Refuse	207.82	0.00	207.82	100.00%	207.82	0.00	207.82	100.00%
Fuel, Oil, Fluids (ALL depts)	4,000.00	0.00	4,000.00	100.00%	4,000.00	0.00	4,000.00	100.00%
Repair/Maint Bldg	100.00	103.75	(3.75)	-3.75%	100.00	103.75	(3.75)	-3.75%
Repair/Maint NOT Bldg	50.00	0.00	50.00	100.00%	50.00	0.00	50.00	100.00%
Repair/Maint Equip (out)	300.00	0.00	300.00	100.00%	300.00	0.00	300.00	100.00%
Equipment Parts	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Uniforms	100.00	0.00	100.00	100.00%	100.00	0.00	100.00	100.00%
Miscellaneous	50.00	280.40	(230.40)	-460.80%	50.00	280.40	(230.40)	-460.80%
Landscaping Material	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Dues & Subscriptions	0.00	100.00	(100.00)	0.00%	0.00	100.00	(100.00)	0.00%
Conferences & Training	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Clean up Days	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Total Public Works	**27,658.91**	**22,263.29**	**5,395.62**	**19.51%**	**27,658.91**	**22,263.29**	**5,395.62**	**19.51%**
3120 - Streets								
Equipment Parts	100.00	519.00	(419.00)	0.00%	100.00	519.00	(419.00)	0.00%
Street Maintenance Materials	1,000.00	0.00	1,000.00	100.00%	1,000.00	0.00	1,000.00	0.00%
Sign Repair Materials	0.00	192.00	(192.00)	0.00%	0.00	192.00	(192.00)	0.00%
Contract Services	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Repairs/Maint Equipment	200.00	0.00	200.00	0.00%	200.00	0.00	200.00	0.00%
Total Streets	**1,300.00**	**711.00**	**589.00**	**45.31%**	**1,300.00**	**711.00**	**589.00**	**45.31%**

3125 - Ice & Snow Removal								
Landscaping Material	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Sand/Salt	15,000.00	7,246.67	7,753.33	0.00%	15,000.00	7,246.67	7,753.33	51.69%
Contract Services	3,000.00	2,702.50	297.50	9.92%	3,000.00	2,702.50	297.50	9.92%
Repairs/Maint Equipment	500.00	0.00	500.00	100.00%	500.00	0.00	500.00	100.00%
Total Ice & Snow Removal	**18,500.00**	**9,949.17**	**8,550.83**	**46.22%**	**18,500.00**	**9,949.17**	**8,550.83**	**46.22%**
3160 - Street Lighting								
Street Lighting	2,400.00	0.00	2,400.00	100.00%	2,400.00	0.00	2,400.00	100.00%
Total Street Lighting	**2,400.00**	**0.00**	**2,400.00**	**100.00%**	**2,400.00**	**0.00**	**2,400.00**	**100.00%**
3200 - Recycling								
Recycling Supplies	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Newsletter	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Miscellaneous	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Total Recycling	**0.00**	**0.00**	**0.00**	**0.00%**	**0.00**	**0.00**	**0.00**	**0.00%**
3250 - Tree Program								
Contract Services	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Total Tree Program	**0.00**	**0.00**	**0.00**	**0.00%**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Public Works	**49,858.91**	**32,923.46**	**16,935.45**	**33.97%**	**49,858.91**	**32,923.46**	**16,935.45**	**33.97%**

DEPT 450 - CULTURE, RECREATION								
5200 - Parks & Recreation								
FT Salaries	10,150.00	8,885.31	1,264.69	12.46%	10,150.00	8,885.31	1,264.69	12.46%
PT Salaries	0.00	1,147.28	(1,147.28)	0.00%	0.00	1,147.28	(1,147.28)	0.00%
PERA Contributions	735.88	714.55	21.33	2.90%	735.88	714.55	21.33	2.90%
FICA Contributions	629.30	600.64	28.66	4.55%	629.30	600.64	28.66	4.55%
Medicare Contributions	147.18	140.44	6.74	4.58%	147.18	140.44	6.74	4.58%
Health/Dental Insurance	1,108.00	290.16	817.84	73.81%	1,108.00	290.16	817.84	73.81%
Unemployment Benefits	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Workers Compensation	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Shop Materials	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Chemicals	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Equipment Parts	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Building Repair Supplies	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Landscaping Materials	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Small Tools and Minor Equip	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Telephone	0.00	95.58	(95.58)	0.00%	0.00	95.58	(95.58)	0.00%
Mileage	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Insurance	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Electric Utility	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Refuse	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Repair/Maint Bldg	0.00	27.64	(27.64)	0.00%	0.00	27.64	(27.64)	0.00%
Repair/Maint NOT Bldg	0.00	33.94	(33.94)	0.00%	0.00	33.94	(33.94)	0.00%
Repair/Maint Equip	0.00	2,178.20	(2,178.20)	0.00%	0.00	2,178.20	(2,178.20)	0.00%
Rental Buildings	300.00	0.00	300.00	100.00%	300.00	0.00	300.00	100.00%
Miscellaneous	100.00	649.75	(549.75)	0.00%	100.00	649.75	(549.75)	0.00%
Total Parks & Recreation	**13,170.36**	**14,763.49**	**(1,593.13)**	**-12.10%**	**13,170.36**	**14,763.49**	**(1,593.13)**	**-12.10%**
DEPT 460 - COMP ADJ	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
DEPT 490 - CONTINGENCY FUND	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
DEPT 493 - OTH FINANCING	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
GRAND TOTAL ALL DEPTS	**192,424.13**	**165,671.56**	**26,752.57**	**13.90%**	**192,424.13**	**165,671.56**	**26,752.57**	**13.90%**
Net Income over Expenses	**(167,900.63)**	**(149,923.91)**	**17,976.72**	**-10.71%**	**(167,900.63)**	**(149,923.91)**	**17,976.72**	**0.00%**

THE CITY OF LAKE ELMO

MAYOR & COUNCIL COMMUNICATION

DATE: **February 18, 2014**
CONSENT ITEM **#4**

AGENDA ITEM: New Single Family Home Permit Report

SUBMITTED BY: Rick Chase, Building Official

THROUGH: Rick Chase, Building Official

REVIEWED BY: Kyle Klatt, Planning Director

SUGGESTED ORDER OF BUSINESS:

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

SUMMARY AND ACTION REQUESTED: As part of its Consent Agenda, the City Council is asked to accept the monthly new single family home permit report for January of 2014. No specific motion is needed as this is recommended as part of the *Consent Agenda*.

LEGISLATIVE HISTORY/BACKGROUND INFORMATION:

	2014	2013	2012	2011
New homes	0	2	0	1
Total valuation	NA	$806,200	NA	$275,000
Average home value	NA	$403,100	NA	$275,000
Total Building Permits	8	8	11	12
Total Valuation (New homes included)	$167,840	$861,994	$214,061	$636,287

RECOMMENDATION: Based on the aforementioned, the staff recommends the City Council accept the January 2014 monthly building permit report.

THE CITY OF LAKE ELMO

MAYOR & COUNCIL COMMUNICATION

DATE: **February 18, 2014**
CONSENT ITEM # **5**

AGENDA ITEM: Lake Elmo Avenue Sewer Infrastructure Improvements: I-94 to 30th Street – Pay Request No. 5

SUBMITTED BY: Ryan Stempski, Project Engineer

THROUGH: Dean A. Zuleger, City Administrator

REVIEWED BY: Jack Griffin, City Engineer
Cathy Bendel, Finance Director
Mike Bouthilet, Public Works

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

- 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

POLICY RECOMMENDER: Engineering

FISCAL IMPACT:

None. Partial payment is proposed in accordance with the Contract for the project. Payment remains within the authorized scope and budget.

SUMMARY AND ACTION REQUESTED:

The City Council is respectfully requested to consider approving Pay Request No. 5 for the Lake Elmo Avenue Sewer Infrastructure Improvements: I-94 to 30th Street. If removed from the consent agenda, the recommended motion for this action is as follows:

"Move to approve Pay Request No. 5 to Minger Construction, Inc. in the amount of $797,433.18 for the Lake Elmo Avenue Sewer Infrastructure Improvements: I-94 to 30th Street."

LEGISLATIVE HISTORY/BACKGROUND INFORMATION:

Minger Construction Inc., the Contractor for the project, has submitted Partial Pay Estimate No. 5 in the amount of $797,433.18. The request has been reviewed and payment is recommended in the amount requested. In accordance with the contract documents, the City has retained 5% of the total work completed. The amount retained is $155,813.39.

RECOMMENDATION:

Staff is recommending that the City Council consider approving, *as part of the Consent Agenda,* Pay Request No. 5 for the Lake Elmo Avenue Sewer Infrastructure Improvements: I-94 to 30th Street. If removed from the consent agenda, the recommended motion for this action is as follows:

"Move to approve Pay Request No. 5 to Minger Construction, Inc. in the amount of $797,433.18 for the Lake Elmo Avenue Sewer Infrastructure Improvements: I-94 to 30th Street."

ATTACHMENT(S):

1. Partial Pay Estimate No. 5

PROJECT PAY FORM

PARTIAL PAY ESTIMATE NO. 5

FOCUS ENGINEERING, inc.

LAKE ELMO AVENUE SEWER INFRASTRUCTURE IMPROVEMENTS
PROJECT NO. 2013.123

PERIOD OF ESTIMATE
FROM **1/2/2014** TO **2/1/2014**

PROJECT OWNER:
CITY OF LAKE ELMO
3800 LAVERNE AVENUE NORTH
LAKE ELMO, MN 55042
ATTN: JACK GRIFFIN, CITY ENGINEER

CONTRACTOR:
MINGER CONSTRUCTION, INC.
2471 GALPIN COURT, SUITE 110, PO BOX 236
CHANHASSEN, MN 55317-0236
ATTN: AARON HOEFS, PROJECT MANAGER

CONTRACT CHANGE ORDER SUMMARY

No.	Approval Date	Amount Additions	Amount Deductions
1	10/15/2013	$0.00	$19,603.70
2	11/6/2013	$9,070.00	$0.00
3	1/6/2014	$0.00	$0.00
4	2/5/2014	$6,053.34	$0.00
TOTALS		$15,123.34	$19,603.70
NET CHANGE		($4,480.36)	

PAY ESTIMATE SUMMARY

1. Original Contract Amount	$3,463,201.60
2. Net Change Order Sum	-$4,480.36
3. Revised Contract (1+2)	$3,458,721.24
4. *Work Completed	$3,116,267.87
5. *Stored Materials	$0.00
6. Subtotal (4+5)	$3,116,267.87
7. Retainage* 5.0%	$155,813.39
8. Previous Payments	$2,163,021.30
9. Amount Due (6-7-8)	**$797,433.18**

Detailed Breakdown Attached

CONTRACT TIME

START DATE:	9/9/2013	ORIGINAL DAYS	265	ON SCHEDULE	
SUBSTANTIAL COMPLETION:	2/14/2014	REVISED DAYS	0	YES	X
FINAL COMPLETION:	6/1/2014	REMAINING	120	NO	

ENGINEER'S CERTIFICATION:
The undersigned certifies that the work has been reviewed and to the best of their knowledge and belief, the quantities shown in this estimate are correct and the work has been performed in accordance with the contract documents.

FOCUS Engineering, inc.

ENGINEER

2-6-2014
DATE

CONTRACTOR'S CERTIFICATION:
The undersigned Contractor certifies that to the best of their knowledge, information and belief the work covered by this payment estimate has been completed in accordance with the contract documents, that all amounts have been paid by the contractor for work for which previous payment estimates was issued and payments received from the owner, and that current payment shown herein is now due.

CONTRACTOR

BY

DATE

APPROVED BY OWNER: **CITY OF LAKE ELMO, MINNESOTA**

BY

DATE

BY

DATE

PARTIAL PAY ESTIMATE NO. 5

LAKE ELMO AVENUE SEWER INFRASTRUCTURE IMPROVEMENTS
CITY OF LAKE ELMO, MINNESOTA
PROJECT NO. 2013.123

FOCUS ENGINEERING, inc.

ITEM	DESCRIPTION OF PAY ITEM	UNIT	CONTRACT			THIS PERIOD		TOTAL TO DATE	
			QUANTITY	UNIT PRICE	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT
	DIVISION 1 - GENERAL								
1	MOBILIZATION	LS	1	$33,000.00	$33,000.00	0.00	$0.00	1	$33,000.00
2	TRAFFIC CONTROL	LS	1	$16,500.00	$16,500.00	0.25	$4,125.00	0.91	$15,015.00
3	SILT FENCE	LF	3654	$1.65	$6,029.10	0.00	$0.00	1,827	$3,014.55
4	ROCK CONSTRUCTION ENTRANCE	EA	3	$970.00	$2,910.00	0.00	$0.00	0.5	$485.00
5	WATER FOR DUST CONTROL	MGAL	2	$278.00	$556.00	0.00	$0.00	0	$0.00
6	TREE REMOVAL	EA	206	$266.00	$54,796.00	0.00	$0.00	209	$55,594.00
7	CLEARING & GRUBBING	AC	1.9	$4,160.00	$7,904.00	0.00	$0.00	1.9	$7,904.00
8	INLET PROTECTION	EA	4	$350.00	$1,400.00	0.00	$0.00	6	$2,100.00
9	HYDRO MULCH W/ SEED & FERTILIZER	AC	9.49	$3,700.00	$35,113.00	0.00	$0.00	4.30	$15,910.00
10	SEEDING (WETLAND MIX)	AC	0.2	$4,250.00	$850.00	0.00	$0.00	0	$0.00
11	EROSION CONTROL BLANKET (WOOD FIBER)	SY	5625	$1.10	$6,187.50	0.00	$0.00	0	$0.00
12	TOPSOIL BORROW	CY	500	$13.00	$6,500.00	0.00	$0.00	0	$0.00
13	DITCH CHECK	LF	60	$5.25	$315.00	0.00	$0.00	0	$0.00
14	MODULAR BLOCK RETAINING WALL	SF	60	$55.00	$3,300.00	0.00	$0.00	0	$0.00
15	SALVAGE/SALVAGE AND REINSTALL EXISITNG IRRIGATION PUMP HOUSE	LS	0	$1,400.00	$0.00	0.00	$0.00	0	$0.00
16	RAIN GARDEN	LS	1	$11,500.00	$11,500.00	0.00	$0.00	0	$0.00
	SUBTOTAL - DIVISION 1				$186,860.60		$4,125.00		$133,022.55
	DIVISION 2 - SANITARY SEWER								
1	CONNECT TO EXISTING MANHOLE	EA	1	$11,600.00	$11,600.00	0.00	$0.00	1	$11,600.00
2	SALVAGE & REINSTALL EXISTING SANITARY SEWER MANHOLE	EA	1	$3,760.00	$3,760.00	0.00	$0.00	1	$3,760.00
3	SALVAGE & REINSTALL EXISTING SANITARY SEWER	LF	100	$84.00	$8,400.00	0.00	$0.00	52	$4,368.00
4	LIFT STATION STRUCTURE, VALVE VAULT, AND PIPING	LS	1	$187,000.00	$187,000.00	0.00	$0.00	1	$187,000.00
5	LIFT STATION PUMPS AND ACCESSORIES	LS	1	$66,750.00	$66,750.00	0.20	$13,350.00	0.95	$63,412.50
6	LIFT STATION ELECTRICAL AND CONTROLS	LS	1	$134,000.00	$134,000.00	0.60	$80,400.00	0.85	$113,900.00
7	GENERATOR	LS	1	$98,250.00	$98,250.00	0.90	$88,425.00	0.95	$93,337.50
8	CHEMICAL FEED SYSTEM	LS	1	$243,000.00	$243,000.00	0.85	$206,550.00	0.85	$206,550.00
9	16" HDPE FORCEMAIN, INSTALLED BY HDD	LF	15649	$81.00	$1,267,569.00	4,200.00	$340,200.00	14,319	$1,159,839.00
10	16" HDPE FORCEMAIN, INSTALLED BY OPEN CUT	LF	399	$57.00	$22,743.00	0.00	$0.00	438	$24,966.00
11	8" PVC, SDR 35 SANITARY SEWER (10'-15' DEPTH)	LF	15	$155.00	$2,325.00	0.00	$0.00	15	$2,325.00
12	8" PVC, SDR 35 SANITARY SEWER (15'-20' DEPTH)	LF	15	$155.00	$2,325.00	0.00	$0.00	15	$2,325.00
13	8" PVC, SDR 35 SANITARY SEWER (20'-25' DEPTH)	LF	0	$155.00	$0.00	0.00	$0.00	0	$0.00
14	18" PVC, SDR 26 SANITARY SEWER (10-15' DEPTH)	LF	213	$91.00	$19,383.00	0.00	$0.00	211	$19,201.00
15	18" PVC, SDR 26 SANITARY SEWER (15-20' DEPTH)	LF	193	$91.00	$17,563.00	0.00	$0.00	193	$17,563.00
16	18" PVC, PS115 SANITARY SEWER (30-35' DEPTH)	LF	25	$258.00	$6,450.00	0.00	$0.00	20	$5,160.00
17	24" SANITARY SEWER (0-10' DEPTH)	LF	45	$116.00	$5,220.00	0.00	$0.00	61	$7,076.00
18	24" SANITARY SEWER (10-15' DEPTH)	LF	999	$116.00	$115,884.00	0.00	$0.00	1,513	$175,508.00
19	24" SANITARY SEWER (15-20' DEPTH)	LF	1353	$116.00	$156,948.00	0.00	$0.00	934	$108,344.00
20	24" SANITARY SEWER (20-25' DEPTH)	LF	583	$116.00	$67,628.00	0.00	$0.00	486	$56,376.00
21	24" SANITARY SEWER (25-30' DEPTH)	LF	213	$116.00	$24,708.00	0.00	$0.00	202	$23,432.00
22	24" SANITARY SEWER (30-35' DEPTH)	LF	92	$116.00	$10,672.00	0.00	$0.00	153	$17,748.00
23	24" SANITARY SEWER (35'-40' DEPTH)	LF	169	$116.00	$19,604.00	0.00	$0.00	105	$12,180.00
24	6" PVC, SDR 26 SOLVENT WELD SERVICE PIPE	LF	20	$82.00	$1,640.00	0.00	$0.00	120	$9,840.00
25	6" ON 18" WYE BRANCH	EA	1	$1,140.00	$1,140.00	0.00	$0.00	6	$6,840.00
26	48" DIAMETER SAN. MANHOLE, TYPE 301 (0'-10' DEPTH)	EA	12	$4,900.00	$58,800.00	0.00	$0.00	11	$53,900.00
27	54" DIAMETER SAN. MANHOLE, TYPE 301 (0'-10' DEPTH)	EA	4	$8,400.00	$33,600.00	0.00	$0.00	5	$42,000.00
28	48" DIAMETER SAN. MANHOLE, TYPE 301 EXTRA DEPTH (>10' DEPTH)	VF	120.1	$73.00	$8,767.30	0.00	$0.00	112.0	$8,173.08
29	54" DIAMETER SAN. MANHOLE, TYPE 301 EXTRA DEPTH (>10' DEPTH)	VF	44.1	$120.00	$5,292.00	0.00	$0.00	56.2	$6,746.40
30	72" CLEANOUT MANHOLE	EA	5	$10,400.00	$52,000.00	2.00	$20,800.00	5	$52,000.00
31	72" AIR RELEASE MANHOLE	EA	4	$13,500.00	$54,000.00	0.00	$0.00	3	$40,500.00
32	6" DIP CLASS 50 SANITARY SEWER	LF	0	$108.00	$0.00	0.00	$0.00	0	$0.00
33	18" DIP CLASS 50 SANITARY SEWER	LF	18	$138.00	$2,484.00	0.00	$0.00	20	$2,760.00
34	24" DIP CLASS 50 SANITARY SEWER	LF	36	$301.00	$10,836.00	0.00	$0.00	40	$12,040.00
35	EXTERNAL MANHOLE DROP	EA	3	$9,300.00	$27,900.00	0.00	$0.00	3	$27,900.00
36	16" RES. SEAT GATE VALVE & BOX	EA	18	$8,000.00	$144,000.00	4.00	$32,000.00	16	$128,000.00
37	EXCAVATE, SALVAGE, AND STOCKPILE WETLAND SOIL (CV)	CY	803	$1.00	$803.00	0.00	$0.00	300	$300.00
38	PLACE SALVAGED WETLAND SOIL (CV)	CY	803	$1.00	$803.00	0.00	$0.00	300	$300.00
39	TRENCH STABILIZATION ROCK	LF	300	$32.00	$9,600.00	0.00	$0.00	0	$0.00
40	TELEVISING	LF	4541	$1.25	$5,676.25	0.00	$0.00	0	$0.00
41	HORIZONTAL DIRECTIONAL DRILLING BORE PITS	LS	1	$190,000.00	$190,000.00	0.25	$47,500.00	0.91	$172,900.00
	SUBTOTAL - DIVISION 2				$3,099,123.55		$829,225.00		$2,880,170.48

ITEM	DESCRIPTION OF PAY ITEM	UNIT	CONTRACT			THIS PERIOD		TOTAL TO DATE	
			QUANTITY	UNIT PRICE	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT
	DIVISION 3 - WATERMAIN								
1	8"X6" WET TAP (INCLUDE SLEEVE AND VALVE)	EA	0	$5,100.00	$0.00	0.00	$0.00	0	$0.00
2	6" DIP, CL. 52 WATERMAIN	LF	100	$41.00	$4,100.00	0.00	$0.00	153	$6,273.00
3	6" RES. SEAT GATE VALVE & BOX	EA	1	$1,300.00	$1,300.00	0.00	$0.00	1	$1,300.00
4	6" HYDRANT (8'-6" BURY)	EA	1	$4,600.00	$4,600.00	0.00	$0.00	1	$4,600.00
	SUBTOTAL - DIVISION 3				$10,000.00		$0.00		$12,173.00
	DIVISION 4 - STREETS AND RESTORATION								
1	SAWCUT BITUMINOUS PAVEMENT	LF	85	$5.50	$467.50	0.00	$0.00	24	$132.00
2	REMOVE PIPE CULVERT (ALL TYPES & SIZES)	LF	178	$4.50	$801.00	0.00	$0.00	178	$801.00
3	SALVAGE & REINSTALL WOOD WIER	EA	1	$1,050.00	$1,050.00	0.00	$0.00	1.0	$1,050.00
4	REMOVE & DISPOSE OF EXIST. BITUMINOUS PAVEMENT, DRIVES	SY	120	$2.90	$348.00	0.00	$0.00	135	$391.50
5	REMOVE & DISPOSE OF EXIST. BITUMINOUS PAVEMENT, STREETS	SY	25	$2.90	$72.50	0.00	$0.00	39	$113.10
6	REMOVE & DISPOSE OF EXIST. CONCRETE CURB & GUTTER	LF	20	$2.50	$50.00	0.00	$0.00	25	$62.50
7	LIFT STATION SITE GRADING	LS	1	$21,600.00	$21,600.00	0.00	$0.00	1	$18,360.00
8	CL.5 AGGREGATE BASE	TN	1101	$18.00	$19,818.00	0.00	$0.00	913	$16,425.90
9	SPWEA240B BITUMINOUS WEAR COURSE, DRIVES	SY	120	$44.00	$5,280.00	0.00	$0.00	0	$0.00
10	SPNWB230B BITUMINOUS NON-WEAR COURSE, STREETS	TN	165	$194.00	$32,010.00	0.00	$0.00	7	$1,358.00
11	SPWEA240B BITUMINOUS WEAR COURSE, STREETS	TN	125	$194.00	$24,250.00	0.00	$0.00	0	$0.00
12	BITUMINOUS MATERIAL FOR TACK COAT	GA	69	$4.25	$293.25	0.00	$0.00	0	$0.00
13	CONCRETE CURB & GUTTER	LF	20	$55.00	$1,100.00	0.00	$0.00	0	$0.00
14	CL.5 AGGREGATE BASE, SHOULDER	TN	55	$47.00	$2,585.00	0.00	$0.00	0	$0.00
15	15" CMP PIPE CULVERT W/APRON	LF	178	$47.00	$8,366.00	0.00	$0.00	286	$13,442.00
16	CL. 3 RIP RAP W/ GEOTEXTLE FABRIC	CY	5	$125.00	$625.00	0.00	$0.00	0	$0.00
17	OFF ROAD STRUCTURE MARKER	EA	25	$88.00	$2,200.00	0.00	$0.00	0	$0.00
	SUBTOTAL - DIVISION 4				$120,916.25		$0.00		$52,136.00
	TOTALS - BASE CONTRACT				**$3,416,900.40**		**$833,350.00**		**$3,077,502.03**
	CHANGE ORDER NO. 1								
CO1-1	8" PVC, SDR 23.5 SANITARY SEWER (25'-30' DEPTH)	LF	44.0	$200.00	$8,800.00	0.00	$0.00	40.0	$8,000.00
CO1-2	4" POLYSTYRENE INSULATION	SY	10.5	$35.00	$367.50	0.00	$0.00	42.5	$1,487.50
	TOTALS - CHANGE ORDER NO. 1				**$9,167.50**		**$0.00**		**$9,487.50**
	CHANGE ORDER NO. 2								
CO2-1	COST FOR ADDITIONAL EASEMENT TO RELOCATE MH 0-1	LS	1.0	-$3,500.00	-$3,500.00	0.00	$0.00	1.0	-$3,500.00
CO2-2	8" X 8" WET TAP INCL. VALVE & SLEEVE	EA	1.0	$5,500.00	$5,500.00	0.00	$0.00	1.0	$5,500.00
CO2-3	12" DIP CL. 52 WATERMAIN INCL. FITTINGS	LF	328.0	$75.00	$24,600.00	0.00	$0.00	283.0	$21,225.00
	TOTALS - CHANGE ORDER NO. 2				**$26,600.00**		**$0.00**		**$23,225.00**
	CHANGE ORDER NO. 4								
CO4-1	ADDITIONAL FILL & GRADING AT LS SITE	CY	699.0	$8.66	$6,053.34	699.00	$6,053.34	699.0	$6,053.34
	TOTALS - CHANGE ORDER NO. 4				**$6,053.34**		**$6,053.34**		**$6,053.34**
	TOTALS - REVISED CONTRACT				**$3,458,721.24**		**$839,403.34**		**$3,116,267.87**

THE CITY OF LAKE ELMO

MAYOR & COUNCIL COMMUNICATION

DATE: February 18, 2014
CONSENT
ITEM # 6

AGENDA ITEM: Easement Encroachment Agreement – 9590 Whistling Valley Trail

SUBMITTED BY: Joan Ziertman, Planning Program Assistant

THROUGH: Dean Zuleger, City Administrator

REVIEWED BY: Rick Chase, Building Official
Adam Bell, City Clerk

SUGGESTED ORDER OF BUSINESS(if removed from consent agenda):

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

POLICY RECCOMENDER: Staff recommends that the City Council approve the encroachment agreement for Timothy and Lisa Lawin at 9590 Whistling Valley Trail North as part of tonight's consent agenda.

FISCAL IMPACT: None

SUMMARY AND ACTION REQUESTED: The City Council is respectfully requested to authorize as part of tonight's consent agenda, the execution of an easement encroachment agreement. The City has received a request to install a driveway and retaining wall within a drainage and utility easement area at 9590 Whistling Valley Trail North from Timothy P. Lawin and Lisa M. Lawin, husband and wife. Approval of the requested improvement within the City's drainage and utility easements would allow the property owners to construct the requested improvement within the City's drainage and utility easements located on their private property.

Staff is recommending that the City Council approve the easement encroachment agreement as part of the Consent Agenda. If the City Council removes the item from the Consent Agenda, the recommended action can be completed through the following motion:

"Move to approve the easement encroachment agreement for Timothy and Lisa Lawin at 9590 Whistling Valley Trail N to install a driveway and retaining wall within the City's drainage and utility easement."

LEGISLATIVE HISTORY: The City holds easements of different sizes and for different purposes on many residential and commercial properties throughout the City. When a resident is interested in putting a structure within an easement, the city has requested the property owner provide a site plan showing where the improvement is proposed to be located, a detail of what the improvement will look like and how it will function. After that information is received, staff reviews the proposed improvement and the use of the easement to determine if the proposed improvement will impede the functionality of the easement. If staff determines that the improvement will not negatively impact the functionality of the easement, an approved building permit showing the requested work and an Easement Encroachment Agreement is needed before the work may commence.

The Easement Encroachment Agreement that has been submitted for Council consideration is for a driveway and retaining wall and has been reviewed by planning staff. The proposed retaining wall and driveway meets all city code requirements and Staff would have otherwise authorized construction of the retaining wall and driveway if they did not encroach into a drainage and utility easement.

BACKGROUND INFORMATION (SWOT):

Strengths: The easement encroachment agreement is a legal document that has been signed by all property owners seeking to install improvements within an easement. The document, among other things, indemnifies the city from responsibility if damage occurs to the improvement or if it needs to be removed at some point in the future.

Weaknesses: None

Opportunities: None

Threats: None

RECOMMENDATION:

Based on the aforementioned, Staff is recommending that the City Council approve the easement encroachment agreement as part of the Consent Agenda. If the City Council removes the item from the Consent Agenda, the recommended action can be completed through the following motion:

"Move to approve the easement encroachment agreement for Timothy and Lisa Lawin at 9590 Whistling Valley Trail N to install a driveway and retaining wall within the City's drainage and utility easement."

ATTACHMENTS:

1. Easement Encroachment Agreement – 9590 Whistling Valley Trail N

ENCROACHMENT AGREEMENT

THIS AGREEMENT is made this 2 day of January, 2014, by and between the CITY OF LAKE ELMO, a Minnesota municipality (hereinafter "City"), and Timothy P. Lawin and Lisa M. Lawin, husband and wife, (hereinafter "Owner") and their successors in title.

WHEREAS, the City has an easement for drainage and utility purposes over that part of the property legally described on the attached Exhibit A, located in Washington County, Minnesota;

WHEREAS, Owner is desirous of constructing a driveway and retaining wall ("The Improvements") within the Easement; and,

WHEREAS, the permission granted herein is limited to The Improvement proposed within the easement.

NOW, THEREFORE, in consideration of the premises and for good and valuable consideration, the receipt of which is acknowledged, the City will permit the encroachment on its easement area as set forth herein and subject to the conditions set forth below:

1. Owner and successors in title may install and maintain The Improvements in the configuration directed by the City and in accordance herewith.

2. Owner must notify the City at least forty-eight (48) hours before construction, repair and/or maintenance work commences within the easement. No such work shall take place without the City staff being given the opportunity to be present at the site. Further, if the City determines in its reasonable estimation that any proposed work may potentially cause an unsafe condition or damage or impair the City's easement area, the City shall have the authority to prevent such work from being done by giving notice to Owner; notwithstanding the foregoing, in

the event of an emergency situation and/or the existence of an unsafe condition of Owner's land, the prescribed forty-eight (48) hour notice requirement shall be waived by the City. However, in the event of such situation, said waiver shall not relieve Owner from their obligation to notify the City in a timely and practical manner. The City shall have no obligation to notify Owner of their intent to do work.

3. To the fullest extent permitted by law, Owner, their successors and assigns agree to release, defend, protect, indemnify, save and hold harmless the City, its agents, directors, employees and contractors against any and all claims, costs and liabilities, including the costs of defense for damages, injury or death arising from or in any way connected to the installation, maintenance, repair, removal and/or presence of The Improvements permitted hereunder, regardless of whether such harm is to Owner, the City, the employees or officers of either or any other person or entity, except shall not be liable under this paragraph for loss or damage to the extent resulting from the negligence or intentional acts of the indemnified parties.

4. The permission granted herein is limited exclusively to the proposed improvement within the City's easement. Owner shall not alter the grade, perform any other site disturbing activities, or permit such alteration anywhere upon the land upon which the City has reserved its easement without proper express written consent of the City. Owner shall construct and maintain The Improvements in compliance with all applicable laws and in good repair.

Owner shall, at all times, use best efforts to conduct all of activities on said easement area in such a manner as to not interfere with or impede the operation of the City's easement and related activities in any manner whatsoever and shall remove The Improvements at no cost to the City when directed by the City. The work shall be done and The Improvements maintained in conformance with the direction of the City.

[SIGNATURES ON FOLLOWING PAGES]

Exhibit A

LOT 3, BLOCK 4, WHISTLING VALLEY, WASHINGTON COUNTY, MINNESOTA

(9590 Whistling Valley Trail North, Lake Elmo, MN 55042)

CITY OF LAKE ELMO

By_____
Mike Pearson, Mayor

By_____
Dean A. Zuleger, City Administrator

STATE OF MINNESOTA)
) ss.
COUNTY OF WASHINGTON)

On this _____ day of _____, 2014, before me, a Notary Public, personally appeared Mike Pearson, Mayor of the City of Lake Elmo, a Minnesota municipality within the State of Minnesota, and that said instrument was signed on behalf of the City of Lake Elmo by the authority of the City Council of the City of Lake Elmo, and acknowledged said instrument to be the free act and deed of said City of Lake Elmo.

_____
Notary Public

STATE OF MINNESOTA)
) ss.
COUNTY OF WASHINGTON)

On this _____ day of _____, 2014, before me, a Notary Public, personally appeared Dean A. Zuleger, City Administrator of the City of Lake Elmo, a Minnesota municipality within the State of Minnesota, and that said instrument was signed on behalf of the City of Lake Elmo by the authority of the City Council of the City of Lake Elmo, and acknowledged said instrument to be the free act and deed of said City of Lake Elmo.

_____
Notary Public

By _____
[Owner] Timothy P. Lawin

By _____
[Owner] Lisa M. Lawin

STATE OF MINNESOTA)
) ss.
COUNTY OF WASHINGTON)

On this 2 day of January, 2014, before me, a Notary Public, personally appeared TIM LAWIN and LISA LAWIN, husband and wife, property owners, who signed the foregoing instrument and acknowledged said instrument to be his free act and deed.

JESSICA L HOLZ
Notary Public
State of Minnesota
My Commission Expires
January 31, 2018

_____
Notary Public

THIS INSTRUMENT DRAFTED BY:
David K. Snyder
Eckberg, Lammers, Briggs, Wolff & Vierling, P.L.L.P.
1809 Northwestern Avenue
Stillwater, MN 55082

THE CITY OF LAKE ELMO

MAYOR & COUNCIL COMMUNICATION

DATE: **February 18, 2014**
CONSENT ITEM #7

AGENDA ITEM: Approve Pay Equity Report

SUBMITTED BY: Cathy Bendel, Finance Director

THROUGH: Cathy Bendel, Finance Director

REVIEWED BY: Adam Bell, City Clerk/Assistant City Administrator

SUGGESTED ORDER OF BUSINESS:

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

POLICY RECOMMENDER: Finance

FISCAL IMPACT: Potential Fine if not reported timely

SUMMARY AND ACTION REQUESTED: As part of its Consent Agenda, the City Council is asked to approve the 2013 Pay Equity Report. No specific motion is needed as this is recommended to be part of the *Consent Agenda.*

LEGISLATIVE HISTORY: NA

BACKGROUND INFORMATION/STAFF REPORT: Every three years the City is required to submit a Pay Equity report to the state of Minnesota. The last report was submitted with 2010 data in 2011 and this report represents the date for the next required submission of 2013 information.

RECOMMENDATION: Based on the aforementioned, the staff recommends the City Council approve as part of the Consent Agenda the 2013 Pay Equity report.

ATTACHMENTS:

1. MMB Pay Equity Reporting package-2013 Data

Compliance Report

Jurisdiction: Lake Elmo
3800 Laverne Avenue North
Lake Elmo MN 55042

Report Year: 2014
Case: 1 - 2013 Data

Contact: Cathy Bendel Phone: (651) 233-5403 E-Mail: cbendel@lakeelmo.org

The statistical analysis, salary range and exceptional service pay test results are shown below. Part I is general information from your pay equity report data. Parts II, III and IV give you the test results.

For more detail on each test, refer to the Guide to Pay Equity Compliance and Computer Reports.

I. GENERAL JOB CLASS INFORMATION

	Male Classes	Female Classes	Balanced Classes	All Job Classes
# Job Classes	13	7	0	20
# Employees	13	7	0	20
Avg. Max Monthly Pay per employee	5,074.54	3,469.29		4,512.70

II. STATISTICAL ANALYSIS TEST

A. **Underpayment Ratio = 64.62 ***

	Male Classes	Female Classes
a. # At or above Predicted Pay	7	2
b. # Below Predicted Pay	6	5
c. TOTAL	13	7
d. % Below Predicted Pay (b divided by c = d)	46.15	71.43

*(Result is % of male classes below predicted pay divided by % of female classes below predicted pay.)

B. **T-test Results**

Degrees of Freedom (DF) = 18 Value of T = 1.429

a. Avg. diff. in pay from predicted pay for male jobs = ($13)

b. Avg. diff. in pay from predicted pay for female jobs = ($491)

III. SALARY RANGE TEST = 0.00 (Result is A divided by B)

A. Avg. # of years to max salary for male jobs = 0.00

B. Avg. # of years to max salary for female jobs = 0.00

IV. EXCEPTIONAL SERVICE PAY TEST = 0.00 (Result is B divided by A)

A. % of male classes receiving ESP 0.00 *
B. % of female classes receiving ESP 0.00

*(If 20% or less, test result will be 0.00)

Lake Elmo

Job Class Data Entry Verification List

LGID 606

Case: 2013 Data

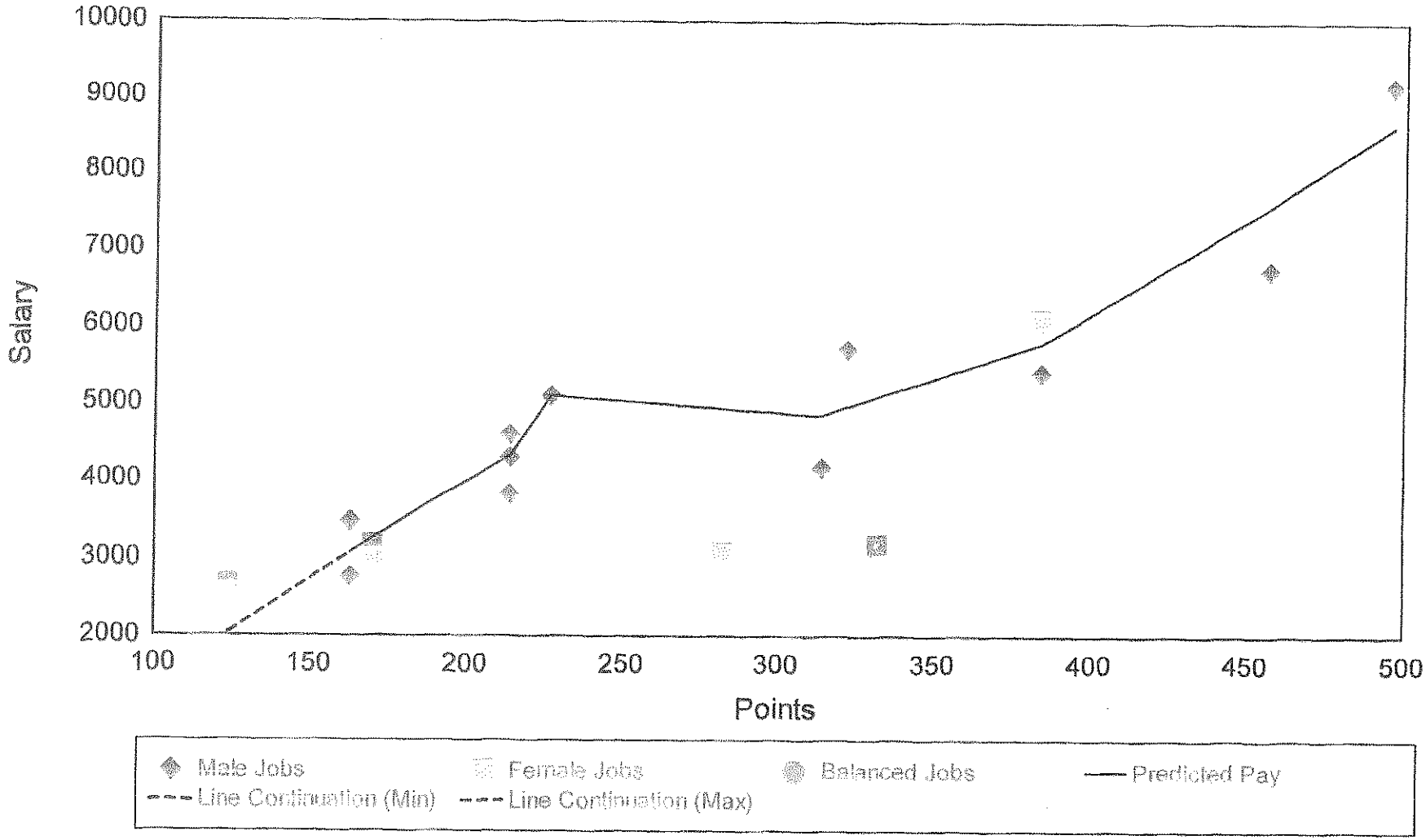
Job Nbr	Class Title	Nbr Males	Nbr Females	Class Type	Jobs Points	Min Mo Salary	Max Mo Salary	Yrs to Max Salary	Yrs of Service	Exceptional Service Pay
19	Receptionist	0	1	F	124	$2,687.00	$2,687.00	0.00	1.00	
17	Park Maintainer	1	0	M	163	$3,467.00	$3,467.00	0.00	1.00	
18	Water/Fire support	1	0	M	163	$2,773.00	$2,773.00	0.00	1.00	
1	Program Support Assistan	0	1	F	170	$3,188.00	$3,188.00	0.00	1.00	
14	Planning Assistant	0	1	F	170	$3,007.00	$3,007.00	0.00	1.00	
15	Accounting Clerk	0	1	F	170	$3,007.00	$3,007.00	0.00	1.00	
2	Heavy Equipment Operato	1	0	M	214	$3,813.00	$3,813.00	0.00	3.00	
3	Heavy Equipment Operato	1	0	M	214	$4,593.00	$4,593.00	0.00	6.00	
4	Heavy Equipment Operato	1	0	M	214	$4,593.00	$4,593.00	0.00	8.00	
5	Heavy Equipment Operato	1	0	M	214	$4,297.00	$4,297.00	0.00	22.00	
6	Buliding Inspector	1	0	M	227	$5,099.00	$5,099.00	0.00	2.00	
16	Librarian	0	1	F	282	$3,090.00	$3,090.00	0.00	1.00	
7	City Planner	1	0	M	314	$4,167.00	$4,167.00	0.00	1.00	
8	Fire Chief	1	0	M	322	$5,718.00	$5,718.00	0.00	8.00	
20	Taxpayer Relations	0	1	F	332	$3,188.00	$3,188.00	0.00	2.00	
9	Finance Director	0	1	F	384	$6,118.00	$6,118.00	0.00	2.00	
10	City Clerk	1	0	M	384	$5,417.00	$5,417.00	0.00	2.00	
11	Maintenance Supervisor	1	0	M	384	$6,110.00	$6,110.00	0.00	27.00	
12	Community Development I	1	0	M	457	$6,755.00	$6,755.00	0.00	6.00	
13	City Administrator	1	0	M	496	$9,167.00	$9,167.00	0.00	2.00	

Job Number Count: 20

Predicted Pay Report for Lake Elmo

2/4/2014

Case : 2013 Data



Predicted Pay Report for Lake Elmo

2/4/2014

Case : 2013 Data

Job Nbr	Job Title	Nbr Males	Nbr Females	Total Nbr	Job Type	Job Points	Max Mo Salary	Predicted Pay	Pay Difference
19	Receptionist	0	1	1	Female	124	$2,687.00	$2,047.14	$639.86
17	Park Maintainer	1	0	1	Male	163	$3,467.00	$3,078.17	$388.83
18	Water/Fire support	1	0	1	Male	163	$2,773.00	$3,078.17	($305.17)
1	Program Support Assistant	0	1	1	Female	170	$3,188.00	$3,263.62	($75.62)
14	Planning Assistant	0	1	1	Female	170	$3,007.00	$3,263.62	($256.62)
15	Accounting Clerk	0	1	1	Female	170	$3,007.00	$3,263.62	($256.62)
2	Heavy Equipment Operator	1	0	1	Male	214	$3,813.00	$4,324.00	($511.00)
3	Heavy Equipment Operator	1	0	1	Male	214	$4,593.00	$4,324.00	$269.00
4	Heavy Equipment Operator	1	0	1	Male	214	$4,593.00	$4,324.00	$269.00
5	Heavy Equipment Operator	1	0	1	Male	214	$4,297.00	$4,324.00	($27.00)
6	Buliding Inspector	1	0	1	Male	227	$5,099.00	$5,099.00	$0.00
16	Librarian	0	1	1	Female	282	$3,090.00	$4,998.03	($1,908.03)
7	City Planner	1	0	1	Male	314	$4,167.00	$4,843.80	($676.80)
8	Fire Chief	1	0	1	Male	322	$5,718.00	$4,953.88	$764.12
20	Taxpayer Relations	0	1	1	Female	332	$3,188.00	$5,091.36	($1,903.36)
9	Finance Director	0	1	1	Female	384	$6,118.00	$5,791.50	$326.50
10	City Clerk	1	0	1	Male	384	$5,417.00	$5,791.50	($374.50)
11	Maintenance Supervisor	1	0	1	Male	384	$6,110.00	$5,791.50	$318.50
12	Community Development Director	1	0	1	Male	457	$6,755.00	$7,580.90	($825.90)
13	City Administrator	1	0	1	Male	496	$9,167.00	$8,628.70	$538.30

Job Number Count: 20

Pay Equity Implementation Report

2/4/2014

Part A: Jurisdiction Identification

Jurisdiction: Lake Elmo
3800 Laverne Avenue North

Jurisdiction Type: City

Lake Elmo MN 55042

Contact: Cathy Bendel Phone: (651) 233-5403 E-Mail: cbendel@lakeelmo.org

Part B: Official Verification

1. The job evaluation system used measured skill, effort responsibility and working conditions and the same system was used for all classes of employees.

   The system used was: State Job Match

   Description:

2. Health insurance benefits for male and female classes of comparable value have been evaluated and:

   There is no difference and female classes are not at a disadvantage.

3. An official notice has been posted at:

   Lake Elmo City Hall Bulletin Board
   (prominent location)

   informing employees that the Pay Equity Implementation Report has been filed and is available to employees upon request. A copy of the notice has been sent to each exclusive representative, if any, and also to the public library.

The report was approved by:

Lake Elmo City Council
(governing body)

Mike Pearson
(chief elected official)

Mayor
(title)

Part C: Total Payroll

$1,043,865.90

is the annual payroll for the calendar year just ended December 31.

[X] Checking this box indicates the following:

- signature of chief elected official
- approval by governing body
- all information is complete and accurate, and
- all employees over which the jurisdiction has final budgetary authority are included

Date Submitted: 02/04/2014

THE CITY OF LAKE ELMO

MAYOR & COUNCIL COMMUNICATION

DATE: **February 18, 2014**
REGULAR
ITEM # **8**

AGENDA ITEM: Pumphouse No. 4 Improvements – Accept Bids and Award Contract

SUBMITTED BY: Jack Griffin, City Engineer

THROUGH: Dean A. Zuleger, City Administrator

REVIEWED BY: Chad Isakson, Project Engineer
Cathy Bendel, Finance Director
Mike Bouthilet, Public Works

SUGGESTED ORDER OF BUSINESS:

- Introduction of Item ..... City Engineer
- 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 & City Council
- Action on Motion ..... Mayor Facilitates

POLICY RECOMMENDER: Engineering

FISCAL IMPACT: $984,000.

Approval of this resolution commits the council to entering into a construction contract for the project. The Pumphouse No. 4 construction contract amount is $748,640 and the total estimated project cost is $984,000. This amount is $100,000 over the authorized budget. The project is scheduled to be paid through a combination of DEED grant money, in the amount of $220,000, and water enterprise funds, in the amount of $765,000. The city cost share, or water enterprise funds, will be financed through the issuance of bonds with the bond payments paid with the collection of water availability and water connection charges.

SUMMARY AND ACTION REQUESTED:

The City Council is respectfully requested to consider accepting contractor bids as presented and awarding a contract for the Pumphouse No. 4 Improvements. The recommended motion for this action is as follows:

"Move to approve Resolution No. 2014-11, Accepting Bids and Awarding a Contract to Total Mechanical Inc. in the amount of $748,640.00 for the Pumphouse No. 4 Improvements."

LEGISLATIVE HISTORY/BACKGROUND INFORMATION:

Bids were received, publicly opened, and read aloud on February 5, 2014. The city engineer and his consultant has prepared and attached the Tabulation of Bids and a letter of recommendation for the award of the contract. The city received four (4) bids for this project, with Total Mechanical, Inc. providing the lowest base bid in the amount of $748,640.00. The Engineer's post-design construction cost estimate for the project was $646,170. In addition to these costs it is anticipated that the city must extend electrical service to the site in the estimated amount of $97,000.

Staff has reviewed alternatives to awarding the project due to the bid amount exceeding the engineer's estimate, including re-bidding the project as designed, value engineering the current design, and completing a redesign prior to re-bidding. In each circumstance staff believes that the proposed design represents the basic infrastructure components necessary for a functional water supply well with little to no room for cost reductions without compromising reliability or long term operational performance. Consideration was given to eliminating the stand-by generator from the contract and adding it back as a separate project at a later date, however it was determined that this exercise would likely result in higher costs.

Contractor references for Total Mechanical, Inc. were reviewed and verified. The city engineer and his consultant are therefore recommending that the Council award the contract to the lowest responsible bidder, Total Mechanical, Inc., as outlined in the attached letter.

The City Council approved the Plans and Specifications for the Pumphouse No. 4 Improvements on January 6, 2014, and authorized staff to advertise the Project for bids. The Project was advertised on QuestCDN.com, Finance and Commerce, and in the Oakdale-Lake Elmo Review in accordance with the Minnesota Competitive Bidding requirements. The improvements include:

- Construction of a municipal building to enclose the new city well and related chemical feed equipment. The building is located on newly acquired property near 50th Street and Lake Elmo Avenue.
- Chemical feed equipment and piping to safely deliver drinking water to customers, HVAC equipment, electrical and SCADA controls, and safety equipment.
- A natural gas generator to operate the well in the event of a power outage.

- Site grading, driveway construction, and exterior work needed to adequately allow for chemical delivery, well maintenance and day-to-day operational needs.
- Erosion control, cleanup and site restoration.

RECOMMENDATION:

Staff is recommending that the city council approve Resolution No. 2014-11, thereby accepting bids and awarding a contract to Total Mechanical Inc., in the amount of $748,640.00, for the Pumphouse No. 4 Improvements. The recommended motion for this action is as follows:

"Move to approve Resolution No. 2014-11, Accepting Bids and Awarding a Contract to Total Mechnical Inc. in the amount of $748,640.00 for the Pumphouse No. 4 Improvements."

ATTACHMENT(S):

1. Resolution No. 2014-11 Accepting Bids and Awarding a Contract.
2. Tabulation of Bids and Engineer's Letter of Award Recommendation.
3. Engineer's Post-design Estimate of Construction Costs.
4. Project Schedule.

CITY OF LAKE ELMO
WASHINGTON COUNTY
STATE OF MINNESOTA

RESOLUTION NO. 2014-11

A RESOLUTION ACCEPTING BIDS AND AWARDING A CONTRACT FOR THE PUMPHOUSE NO. 4 IMPROVEMENTS

WHEREAS, pursuant to an advertisement for bids for the Pumphouse No. 4 Improvements, bids were received, opened, and tabulated according to law, and bids were received complying with the advertisement; and

WHEREAS, bids were tabulated, checked and summarized to verify that all requirements of the submittals were met; and

WHEREAS, the project engineer reviewed the bids and has provided a letter recommending the award of the contract to the lowest responsible bidder, Total Mechanical, Inc., in the amount of $748,640.

NOW, THEREFORE, IT IS HEREBY RESOLVED,

1. That the Mayor and City Clerk are hereby authorized and directed to enter into a Contract in the accordance with the above ordered Project, in the amount of the Contractor's lowest responsible bid, and according to the plans and specifications thereof approved by the City Council.

2. The City Clerk is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next two lowest bidders shall be retained until a contract has been signed.

ADOPTED BY THE LAKE ELMO CITY COUNCIL ON THE EIGHTEENTH DAY OF FEBRUARY 2014.

CITY OF LAKE ELMO

By: _____
Mike Pearson
Mayor

(Seal)

ATTEST:

_____
Adam Bell
City Clerk

BOLTON & MENK, INC.
Consulting Engineers & Surveyors
2035 County Road D East • Suite B • Maplewood, MN 55109-5314
Phone (651) 704-9970 • Fax (651) 704-9971
www.bolton-menk.com

February 10, 2014

Mr. Jack Griffin, P.E.
City Engineer
City of Lake Elmo
3800 Laverne Avenue North
Lake Elmo, MN 55042

RE: Pumphouse No 4
Bid Results

Dear Mr. Griffin,

Four (4) bids were received on February 5, 2014 for the Pumphouse No. 4 project. The total bids ranged from $748,640.00 to $815,477.00. The lowest bid was submitted by Total Mechanical Services, Inc. of St. Paul Park, Minnesota. A bid abstract is attached and a summary of the bids received includes the following:

Bidder	Total Bid (Bid Schedule A + B)
Total Mechanical Services, Inc.	$748,640.00
Municipal Builders, Inc.	$768,600.00
Magney Construction, Inc.	$810,850.00
Rice Lake Construction Group	$815,477.00

We have worked with Total Mechanical Services, Inc. as a subcontractor on multiple pumphouse and water treatment plant projects. In addition, Total Mechanical Services, Inc. has submitted project references where they have been the prime bidder as well as their subcontractors for this Pumphouse No. 4 project. We have completed the reference checks submitted and believe Total Mechanical Services, Inc. is a responsible bidder. If the City Council decides to award the Project to the low bidder, then Total Mechanical Services, Inc. should be awarded the Project.

If you have any questions, please feel free to contact me at 651-728-1494.

Sincerely,

BOLTON & MENK, INC.

Doug Klamerus, P.E.
Project Manager

c: Chad Isakson, FOCUS Engineering, Inc.
Greg Johnson, Bolton & Menk, Inc.
Joseph Rhein, Bolton & Menk, Inc.

ABSTRACT OF BIDS

PUMPHOUSE NO. 4
LAKE ELMO, MN
CITY PROJECT NO. 2013.132
BMI PROJECT NO. N21.107092
2/10/2014

BID SCHEDULE A - LUMP SUM BID

	TOTAL MECHANICAL SERVICES, INC.	MUNICIPAL BUILDERS, INC.	MAGNEY CONSTRUCTION, INC.	RICE LAKE CONSTRUCTION GROUP
1. Construction of Pumpstation No. 4, including building excavation and backfill, interior components and site watermain as shownon the Contract Drawings as specified in the Contract Specifications.	$706,900.00	$728,980.00	$771,223.00	$770,762.00

BID SCHEDULE B - UNIT PRICE BID

ITEM	UNIT	QUANTITY	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST
COMMON EXCAVATION (P)	CY	350	$11.00	$3,850.00	$10.00	$3,500.00	$10.00	$3,500.00	$13.00	$4,550.00
TYPE SP 12.5 BITUMINOUS WEARING COURSE MIXTURE (2,B)	TN	130	$108.00	$14,040.00	$98.00	$12,740.00	$98.00	$12,740.00	$103.00	$13,390.00
BITUMINOUS MATERIAL FOR TACK COAT	GAL	35	$6.00	$210.00	$5.00	$175.00	$5.00	$175.00	$6.00	$210.00
AGGREGATE BASE CLASS 5, 100% CRUSHED	TN	190	$20.00	$3,800.00	$18.00	$3,420.00	$18.00	$3,420.00	$31.00	$5,890.00
SELECT GRANULAR BORROW (MODIFIED)	TN	380	$13.50	$5,130.00	$12.50	$4,750.00	$12.50	$4,750.00	$14.00	$5,320.00
5" CONCRETE SIDEWALK	SF	235	$5.00	$1,175.00	$7.00	$1,645.00	$7.20	$1,692.00	$7.00	$1,645.00
TRUNCATED DOME PANELS	SF	8	$40.00	$320.00	$40.00	$320.00	$75.00	$600.00	$30.00	$240.00
TOPSOIL BORROW (CV)	CY	15	$65.00	$975.00	$50.00	$750.00	$50.00	$750.00	$40.00	$600.00
TEMPORARY ROCK CONSTRUCTION ENTRANCE	EA	1	$1,000.00	$1,000.00	$900.00	$900.00	$900.00	$900.00	$750.00	$750.00
SILT FENCE, MACHINE SLICED	LF	400	$3.00	$1,200.00	$5.00	$2,000.00	$5.00	$2,000.00	$5.00	$2,000.00
STREET SWEEPER	HR	4	$110.00	$440.00	$105.00	$420.00	$175.00	$700.00	$130.00	$520.00
SOD	SY	2,400	$4.00	$9,600.00	$3.75	$9,000.00	$3.50	$8,400.00	$4.00	$9,600.00
TOTAL BID SCHEDULE B - UNIT PRICE BID				**$41,740.00**		**$39,620.00**		**$39,627.00**		**$44,715.00**

TOTAL BID AMOUNT

BID SCHEDULE A - BASE BID, NOT INCLUDING BID ALTERNATES	$706,900.00	$728,980.00	$771,223.00	$770,762.00
BID SCHEDULE B - TOTAL UNIT PRICE BID	$41,740.00	$39,620.00	$39,627.00	$44,715.00
TOTAL BID (SCHEDULE A & B)	**$748,640.00**	**$768,600.00**	**$810,850.00**	**$815,477.00**

Company:	*Total Mechanical Services, Inc.*	*Municipal Builders, Inc.*	*Magney Construction, Inc.*	*Rice Lake Construction*
Address:	*420 Broadway Avenue*	*17125 Roanoke Street SW*	*1401 Park Road*	*22360 County Road 12*
City/State/Zip:	*St. Paul, MN 55071*	*Andover, MN 55304*	*Chanhassen, MN 55317*	*Deerwood, MN 56444*
Phone:	*651.768.9367*	*763.421.8790*	*952.474.1674*	*218.546.5519*

Lake Elmo Wellhouse No. 4
Engineer's Preliminary Opinion of Probable Construction Cost
November 21, 2013

Item		Cost
Divisions 0 and 1 - General Conditions, building permits, bonds, insurance, mobilization, construction allowances, project management, and site supervision	$	60,000
Division 2 - Site Work	$	35,000
Division 3 - Concrete	$	123,500
Division 4 - Masonry	$	60,000
Division 5 - Metals	$	10,000
Division 6 - Carpentry	$	5,000
Division 7 - Thermal and Moisture Protection	$	20,000
Division 8 - Doors and Windows	$	8,000
Division 9 - Finishes	$	30,000
Division 10 - Specialties	$	3,000
Division 11 - Equipment	$	40,000
Division 15 - Mechanical	$	85,000
Division 16 - Electrical	$	154,000
Total Opinion of Probable Construction Cost		**$633,500**
Estimated 3 Ph Electric Service from Xcel Energy	$	97,000
Estimated Natural Gas Service from Xcel Energy (Gas in ROW)	$	-
Subtotal	**$**	**730,500**
5% Contingency		36,525
Subtotal Project Cost	**$**	**767,025**

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PROJECT SCHEDULE
CITY OF LAKE ELMO

PUMPHOUSE NO. 4
PROJECT NO. 2013.132

FOCUS ENGINEERING, inc.

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

REVISED DECEMBER 2013

August 6, 2013	Council authorizes preparation of Pland and Specifications. Approves Engineering Services contract.
January 6, 2014	Council approves Plans and Specifications; Orders Advertisement for Bids.
February 5, 2014	Receive Contractor Bids.
February 18, 2014	Council accepts bids and awards Contract.
March 11, 2014	Conduct Pre-construction Meeting and Issue Notice to Proceed.
October 10, 2014	Substantial completion (estimated 26 weeks).
November 21, 2014	Final Completion (estimated 7 weeks).

THE CITY OF LAKE ELMO

MAYOR & COUNCIL COMMUNICATION

DATE: **February 18, 2014**
CONSENT
ITEM # **9**

AGENDA ITEM: 2014 Seal Coat Project – Authorize Preparation of Plans & Specifications

SUBMITTED BY: Ryan Stempski, Assistant City Engineer

THROUGH: Dean A. Zuleger, City Administrator

REVIEWED BY: Jack Griffin, City Engineer
Mike Bouthilet, Public Works
Cathy Bendel, Finance Director

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

- 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

POLICY RECOMMENDER: Engineering

FISCAL IMPACT: $9,500.

The Infrastructure Reserve Fund has programmed $160,000 for sealcoating work for 2014. The 2014 Seal Coat schedule includes work in the amount of $213,000. The annual seal coat schedule targets a $160,000 annual average cost with each year being higher or lower to complete entire neighborhoods in the same program year. In 2013 the sealcoat budget came in under budget by $27,350. The $9,500 represents the engineering costs related to the 2014 Seal Coat Project.

SUMMARY AND ACTION REQUESTED:

The City Council is respectfully requested to consider authorizing the 2014 Seal Coat Project engineering services to initiate the preparation of plans and specifications. If removed from the consent agenda, the recommended motion for this action is as follows:

"Move to authorize engineering services to FOCUS Engineering Inc. in the not to exceed amount of $9,500 for the 2014 Seal Coat Project."

LEGISLATIVE HISTORY/BACKGROUND INFORMATION:

As part of the annual street maintenance program, certain street and roadway segments are treated with crack sealing and seal coating to preserve and extend the useful service life of the pavement. The City maintains a 5-year rolling street maintenance plan which identifies and programs paved City streets with a proposed maintenance application and designated year. Best management practices for street maintenance are followed to maximize benefit on the city's investments. One year in advance of the scheduled maintenance application, public works and engineering staff performs a field review to verify the street segments to be scheduled for sealcoating and prepares each segment by completing the crack sealing and minor patching work.

The proposed 2014 Seal Coat Project will consist of 8 miles of city streets including Hudson Boulevard, from Inwood Avenue to Manning Avenue; the Tablyn Park, Farms of Lake Elmo, and Tapestry at Charlotte's Grove neighborhoods. See attached 2014 Seal Coat Project Map. Crack sealing was authorized and applied to each of these street segments in 2013 in preparation of the scheduled seal coating.

RECOMMENDATION:

Staff is recommending that the City Council consider authorizing, *as part of the Consent Agenda,* the 2014 Seal Coat Project engineering services to initiate the preparation of plans and specifications. If removed from the consent agenda, the recommended motion for this action is as follows:

"Move to authorize engineering services to FOCUS Engineering Inc. in the not to exceed amount of $9,500 for the 2014 Seal Coat Project."

ATTACHMENT(S):

1. 2014 Seal Coat Project – Location Map

2013 CRACK SEAL PROJECT LOCATION MAP

2013 CRACK SEAL

THE CITY OF LAKE ELMO

City Hall
3800 Laverne Avenue N
651/777-5510
www.lakeelmo.org

Public Works Building
3445 Ideal Ave N
651/233-5414

Fire Stations
Station No. 1
3510 Laverne Ave N
651/770-5006

Station No. 2
4259 Jamaca Ave N
651/779-8882

Schools

Parcels

Subdivisions

City Parks

Golf Course

Lake Elmo Regional Park Reserve
Park Office
651/430-8368

Lakes

N W E S

0 0.15 0.3 0.6 Miles

Map Date: SEPTEMBER 2013

Created By:

FOCUS ENGINEERING, inc.

THE CITY OF LAKE ELMO

MAYOR & COUNCIL COMMUNICATION

DATE: **February 18, 2014**
REGULAR
ITEM # **10**

AGENDA ITEM: 2012 Rain Garden Project Maintenance Contract – Contractor Request to Reconsider Pay Request No. 2 (Final)

SUBMITTED BY: Jack Griffin, City Engineer

THROUGH: Dean A. Zuleger, City Administrator

REVIEWED BY: Ryan Stempski, Project Engineer
Cathy Bendel, Finance Director
Mike Bouthilet, Public Works

SUGGESTED ORDER OF BUSINESS:

- Introduction of Item ..... City Engineer
- 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 & City Council
- Action on Motion ..... Mayor Facilitates

POLICY RECOMMENDER: Engineering

FISCAL IMPACT: None.

Staff is recommending that the council reaffirm the previously approved final payment amount of $3,560. Should the council choose to amend final payment to the requested contract amount of $5,501, the additional $1,941 remains within the previously authorized project budget.

SUMMARY AND ACTION REQUESTED:

The City Council is respectfully requested to reaffirm staff's recommendation of Pay Request No. 2 (Final) in the amount of $3,560 for the 2012 Rain Garden Project one year maintenance contract. The recommended motion for the action is as follows:

"Move to reaffirm Pay Request No. 2 (Final) to St. Croix Valley Landscaping in the amount of $3,560 for the one year maintenance contract for the 2012 Rain Garden Project."

LEGISLATIVE HISTORY/BACKGROUND INFORMATION:

At the January 6, 2014 City Council Meeting, Pay Request No. 2 (Final) was approved in the amount of $3,560, as recommended by staff to final out the project. The 2012 Rain Garden One-Year Maintenance Contract with St. Croix Valley Landscaping included the maintenance of 17 rain gardens for a total amount of $5,501. Staff recommended final payment at the reduced amount due to the contractor either not performing the full scope of work or performing work outside of the contract notification requirements.

Based on inspections by the Washington Conservation District, the project designer and construction oversight consultant, it was reported that only 11 of the 17 new rain gardens were maintained per the Contract requirements. The remaining 6 rain gardens held water and did not properly functioned during the maintenance period.

Per the attached letter dated January 28, 2014 from the Contractor's attorney, St. Croix Valley Landscaping is requesting the council to reconsider the final payment amount and is requesting the additional payment of $1,941. In the letter, the Contractor is claiming that they performed work on the additional six rain gardens even though they were defective.

RECOMMENDATION:

Staff is recommending that the City Council reaffirm staff's recommendation of Pay Request No. 2 (Final) in the amount of $3,560 for the 2012 Rain Garden Project one year maintenance contract. The recommended motion for the action is as follows:

"Move to reaffirm Pay Request No. 2 (Final) to St. Croix Valley Landscaping in the amount of $3,560 for the one year maintenance contract for the 2012 Rain Garden Project."

ATTACHMENT(S):

1. Wagner, Falconer & Judd, LTD. Letter Dated January 28, 2014.
2. Pay Estimate No. 2 (Final).
3. St. Croix Valley Landscaping Maintenance Estimate.
4. Washington Conservation District letter dated April 22, 2013..

WAGNER, FALCONER & JUDD, LTD.

Attorneys & Consultants Since 1932

January 28, 2014

The City of Lake Elmo
Ryan Stempksi, P.E
3800 Laverne Avenue North
Lake Elmo, MN 55402

SENT VIA U.S. MAIL AND EMAIL
ryan.stempski@focusengineeringinc.com

Re: St. Croix Valley Landscaping, Inc.
Our File No.: 196504 WI

Dear Mr. Stempksi:

The undersigned firm has consulted with St. Croix Valley Landscaping pertaining to the payment of their invoice for maintenance of the City of Lake Elmo's seventeen rain gardens. In your letter dated January 8, 2013, you state that the City Council approves payment in the amount of $3,560.00 for the maintenance contract. In your letter, you state: "Six of the seventeen rain gardens were determined to be defective and did not function, therefore the maintenance requirements were not met for these six rain gardens." You then prorated the agreed upon price for maintenance of the seventeen rain gardens, $5,501.00, to provide no payment for the six rain gardens that were defective, to arrive at the payment offer of $3,560.00.

Your assessment that "the maintenance requirements were not met for these six rain gardens" is inaccurate. A few important facts to consider include:

1) That even though six of the rain gardens were defective, the gardens still needed to be and were maintained by St. Croix Valley Landscaping. The majority of the plants in the defective gardens was not covered by water and were weeded and watered by St. Croix Valley Landscaping. **All seventeen of the rain gardens were maintained by St. Croix Valley Landscaping.**

2) That the rain gardens were defective due to their design and that St. Croix Valley Landscaping did not design the rain gardens. Accordingly, it was not St. Croix Valley Landscaping's fault that the rain gardens were defective and it is unjust to penalize it by refusing to pay the full bill for the services performed.

3) That St. Croix Valley Landscaping went above and beyond its obligations in the performance of the maintenance contract. The Mayor and Council Communication dated September 4, 2012, stated that the maintenance includes "removing weed invasive species twice annually . . . ." St. Croix Valley Landscaping in-fact weeded all seventeen rain gardens five times (three more than was required) and weeded them for both invasive and non-invasive species (again, more than was required).

In light of the above facts, St. Croix Valley Landscaping requests that the City of Lake Elmo reconsider the payment of the full contract price to St. Croix Valley at its February City Council meeting. It is my professional opinion that there is no legal basis for the City of Lake Elmo to pay less than the agreed-upon price of $5,501.00 in this case.

However, in the event that it is not possible to comply with this request or the City Council denies the request for full payment, St. Croix Valley Landscaping will accept your offer of $3,560.00 to settle this matter. St. Croix Valley Landscaping disputes the reduced payment, but will accept it to resolve this matter amicably. It is our hope, however, that the City Council will reconsider its position and do the right thing when all the facts are presented to it.

Please send your response to this letter to the undersigned firm by February 28, 2014. If the City Council agrees to payment in full or a fairer price, please submit a Project Pay Form that reflects that amount for St. Croix Valley Landscaping to execute. If the City Council insists on its current offer, please inform us of that decision and St. Croix Valley Landscaping will then execute the Project Pay Estimate 2 and submit it to the City of Lake Elmo.

Thank you for your anticipated cooperation. I trust that the City Council will genuinely take a look at the facts and consider the payment of the agreed upon contract price in good faith.

Sincerely,

WAGNER, FALCONER & JUDD, LTD.

Meridith J.O. Socha
Attorney at Law

cc: St. Croix Valley Landscaping

PROJECT PAY FORM

PARTIAL PAY ESTIMATE NO. **2 (FINAL)**

FOCUS ENGINEERING, inc.

2012 RAIN GARDEN PROJECT

PERIOD OF ESTIMATE
FROM **11/20/2012** TO **10/31/2013**

PROJECT OWNER:
CITY OF LAKE ELMO
3800 LAVERNE AVENUE NORTH
LAKE ELMO, MN 55042
ATTN: JACK GRIFFIN, P.E., CITY ENGINEER

CONTRACTOR:
ST. CROIX VALLEY LANDSCAPING
389 280TH STREET
OSCEOLA, WI 54020

CONTRACT CHANGE ORDER SUMMARY

No.	Approval Date	Amount Additions	Amount Deductions
1	11/20/2012	$1,341.13	
TOTALS		$1,341.13	$0.00
NET CHANGE		$1,341.13	

PAY ESTIMATE SUMMARY

1. Original Contract Amount	$46,501.16
2. Net Change Order Sum	$1,341.13
3. Revised Contract (1+2)	$47,842.29
4. *Work Completed	$45,901.29
5. *Stored Materials	$0.00
6. Subtotal (4+5)	$45,901.29
7. Retainage* 0.0%	$0.00
8. Previous Payments	$42,341.29
9. Amount Due (6-7-8)	**$3,560.00**

**Detailed Breakdown Attached*

CONTRACT TIME

START DATE: **9/17/2012**
SUBSTANTIAL COMPLETION: **10/31/2012**
FINAL COMPLETION: **10/31/2013**

ORIGINAL DAYS 44
REVISED DAYS 0
REMAINING 0

ON SCHEDULE
YES [X]
NO [ ]

ENGINEER'S CERTIFICATION:
The undersigned certifies that the work has been reviewed and to the best of their knowledge and belief, the quantities shown in this estimate are correct and the work has been performed in accordance with the contract documents.

FOCUS Engineering, inc.

ENGINEER

DATE 12/30/13

CONTRACTOR'S CERTIFICATION:
The undersigned Contractor certifies that to the best of their knowledge, information and belief the work covered by this payment estimate has been completed in accordance with the contract documents, that all amounts have been paid by the contractor for work for which previous payment estimates was issued and payments received from the owner, and that current payment shown herein is now due.

CONTRACTOR

BY

DATE

APPROVED BY OWNER: **CITY OF LAKE ELMO, MINNESOTA**

BY

DATE

BY

DATE

Bringing Nature Closer
St Croix Valley
Landscaping
389 280th Street
Osceola, WI. 54020

Phone # (715)294-4471
Fax # (715)294-2312
stcroixvalleylandscaping.com
scvl@stcroixvalleylandscaping.com

Estimate

Date
8/29/2012

Name / Address
Lake Elmo Roadway RG Washington Conservation District Rusty Schmidt 1380 W. Frontage Road, Hwy 36 Stillwater, MN 55082

Terms

Description	Total
MAINTENANCE Lake Elmo Rain Gardens	
MAINTENANCE AGREEMENT-Provide maintenance twice yearly-weeding and inlets Includes haul away of debris and preen.	2,160.00T
Watering- Water rain gardens -assuming use of city water supply through fire hydrants not to exceed 5X	2,250.00
MULCH INSTALLED- Top dress mulch 1" w/ delivery.	942.50
Plant material will stay under our 1 year warranty agreement.	
Sales Tax and Use tax MN	148.50
Total	$5,501.00

Quote includes all materials, hauling and delivery.Tax is not included. If accepted, payment terms are as follows: 50% down upon start of work,25% at 3/4 completion & balance of the contract price due at completion.This proposal is good for the next 30 days after date on quote. This quote is an estimate of the total cost of the project barring any unforeseen problems. We do our very best to stay within the project's budget. If we anticipate any changes over 10% of the proposed quote because of unexpected changes or problems in the site, we will discuss those changes with you before proceeding. We will prepare our discussion in writing for you.

Thank you for the oppurtunity to provide a quote for you.

WASHINGTON CONSERVATION DISTRICT
1380 W FRONTAGE RD
HIGHWAY 36
STILLWATER MN 55082
651 275 1136 | PHONE |
651 275 1254 | FAX |
WWW.MNWCD.ORG

April 22, 2013

Germaine Ross
St. Croix Valley Landscaping
389 280th St.
Osceola, WI 54020

Dear Ms. Ross,

In 2012 St. Croix Valley Landscaping (SCVL) built seventeen Lake Elmo raingardens. The one year maintenance warranty period began November 14, 2012 and ends November 14, 2013 (See attached bid). Now that spring is here I wanted to follow up on what needs to be complete in order to receive final approval and payment.

(1.) 2013 maintenance must be addressed per the August 29th, 2012 estimate provided by SCVL. The following items will need to be completed as necessary to maintain all raingardens:

- Provide maintenance twice yearly. Weeding and cleaning inlets including haul away of debris and adding preen.
- Watering. Water raingardens assuming use of city water supply through fire hydrants not to exceed 5 times.
- Mulch installed. Top dress mulch 1" with delivery.

Suggested timing for the above maintenance tasks is to first visit raingardens in May to weed and clean inlets if not earlier. The second visit recommended for weeding and cleaning inlets is early July. Mulch can be added at the second visit in July. We recommend watering take place on an as needed basis in between rain events. Watering will be highly important for July through August adding an inch per week if there is no rain forecasted.

Please give me a 48 hour notice each time you plan to visit the 2012 Lake Elmo raingardens. I will be inspecting each visit. For scheduling purposes, please send me estimated dates SCVL will be performing the above maintenance.

(2.) A one-year warranty walk-through will need to be scheduled to identify any defective work or issues related to the construction of the raingardens. In August 2013 I will schedule a time with SCVL to walk through the project and develop a list of corrective items as necessary. Once the maintenance items have been completed and all one-year warranty corrective items addressed, I will write a recommendation for final approval and payment to the City of Lake Elmo.

SUPERVISORS: LOUISE SMALLIDGE • BOB ROSENQUIST • GEORGE WEYER • JOHN RHEINBERGER • JIM LEVITT

WASHINGTON CONSERVATION DISTRICT
1380 W FRONTAGE RD
HIGHWAY 36
STILLWATER, MN 55082
651 275 1136 PHONE
651 275 1254 FAX
WWW.MNWCD.ORG

Please let me know if you have any questions.

Sincerely,
Tara Kline
Natural Resource BMP Senior Technician
Washington Conservation District
651-275-1136 x. 28

Cc: Ryan Stempski, P.E., Lake Elmo Assistant City Engineer

THE CITY OF LAKE ELMO

MAYOR & COUNCIL COMMUNICATION

DATE: February 18, 2014
PUBLIC HEARING
ITEM # 11

AGENDA ITEM: Livestock/Animal Ordinance Amendment

SUBMITTED BY: Adam Bell, City Clerk/Assistant City Administrator

THROUGH: Dean Zuleger, City Administrator

REVIEWED BY: Beckie Gumatz, Deputy Clerk

SUGGESTED ORDER OF BUSINESS:

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

POLICY RECOMMENDER: Staff

FISCAL IMPACT: +$25 per chicken or bee permit accepted

SUMMARY AND ACTION REQUESTED:

Last year, staff began a comprehensive rewrite of the Animals Chapter of the City Code. This rewrite included removing the Livestock section from the Zoning Code, adding chickens as allowable animals on parcels of .5 acres or greater and bees as allowable animals on parcels greater than 1 acre, as well as other clean up language. Council recently amended the portion regarding dog licensing.

Staff is recommending that the City Council adopt the proposed changes to the Animals Chapter of the City Code through the following motion:

"Move to approve Ordinance 08-100, amending the Zoning Code concerning Livestock and Kennels, and also amending the Animals Chapter of the General Regulations of the City of Lake Elmo."

In Addition, Staff is recommending that the City Council authorize summary publication of the approved Ordinance though the following motion:

"Move to approve Resolution 2014-12, authorizing summary publication of Ordinance 08-100."

In addition, staff further recommends that the City Council adopt Ordinance 08-101, an ordinance amending the Municipal Fee Schedule, by taking the following action:

Move to approve Ordinance 08-101, an Ordinance amending municipal fees."

LEGISLATIVE HISTORY:

Last year, Staff began a comprehensive rewrite of the Animals Chapter of the City Code. The changes made regarding cats and dogs were passed last October. The second part of this update includes removing the Livestock section from the Zoning Code, making chickens and bees allowable on parcels greater than one acre, and some clean up language regarding kennels.

Section one of the proposed Ordinance just removes the Livestock section from the Zoning Code. Section two puts the Livestock Section back into the Code by inserting it into the newly created Animals Chapter. It also adds a 'purpose' section and makes the 'animal units' section easier to understand by creating a table.

Sections three through five amend the Zoning Code regarding kennels. Section three changes the definition of a commercial kennel from the keeping of more than two dogs to the keeping of four or more. It also amends the definition of a private kennel to not allow more than six dogs. Section four clarifies that a commercial kennels require a CUP. Section five updates the Code to allow commercial or private kennels on parcels of five acres or greater as opposed to ten acres or greater.

Section six adds some clean up language to the sections of the current Animals Chapter regarding kennels. It clarifies that there will not be a license will not be required to operate a kennel. It also clarifies that properties zoned RT, A, or RR are allowed to have more than three cats or dogs.

Section seven adds an Article allowing Chickens to the Animals Chapter of the City Code. Currently, chickens are only allowed on parcels of ten acres or greater. This section of the Code would allow up to two chickens on parcels of .5 acre. The keeping of chickens on less than five acres is regulated by a table that was developed by staff along with input from the Planning Commission. A permit is required for parcels less than 5 acres. No permit is required for parcels 5 acres or greater. On parcels of over five acres, the keeping of chickens will be regulated by the animal unit equivalents. This section of the Code also lays out the requirements for having chickens, as well as permit conditions and the application process.

Section eight adds an Article allowing Bees to the Animals Chapter of the City Code. This article would allow bees to be kept on parcels of one acre or greater. The article also lays out the standards of practice, permit requirements and the application process for the keeping of bees.

Staff brought this update to the Planning Commission on October 28, 2013, January 27, 2014, and February 10, 2014. Their approval was needed to remove the Livestock section from the Zoning Code and their feedback was taken into consideration when writing the proposed Ordinance. The vote was 6-1, with Commissioner Lundgren voting no. Her opinion was the proposal was too conservative and restricting. Staff did take a very conservative stance on establishing these standards compared to other cities that have gone this direction.

BACKGROUND INFORMATION (SWOT):

Strengths The keeping of chickens and bees has become popular around the metro area. Staff has received quite a few inquiries as to our policy on the keeping of these animals. By developing standards and requirements for the keeping of these animals, it will allow Lake Elmo residents to partake in this growing trend and embrace the rural nature beloved by the community. By allowing livestock on parcels less than 10 acres, including chickens and bees, which have a much lower impact, it will be consistent with the current treatment of horses.

Weaknesses There is the potential for increased code enforcement and administration. This will at the same time be reduced due to the activity now being permitted.

Opportunities This program has potential to aide residents in having more control over their healthy and natural food choices.

Threats Problem permit holders could develop into nuisance properties; however, under current code enforcement efforts, this should not happen.

RECOMMENDATION:

Staff is recommending that the City Council adopt the proposed changes to the Animals Chapter of the City Code through the following motion:

"Move to approve Ordinance 08-100, amending the Zoning Code concerning Livestock and Kennels, and also amending the Animals Chapter of the General Regulations of the City of Lake Elmo."

In Addition, Staff is recommending that the City Council authorize summary publication of the approved Ordinance though the following motion:

"Move to approve Resolution 2014-12, authorizing summary publication of Ordinance 08-100."

In addition, staff further recommends that the City Council adopt Ordinance 08-101, an ordinance amending the Municipal Fee Schedule, by taking the following action:

Move to approve Ordinance 08-101, an Ordinance amending municipal fees."

ATTACHMENTS:

1. Ordinance 08-100
2. Resolution 2014-12
3. Ordinance 08-101
4. Animal Ordinance Research Lot Size Analysis Map
5. Current Animal Unit Equivalency Chart
6. Proposed Animal Unit Equivalency Chart
7. Partial List of Metro Cities That Allow Backyard Chickens
8. Planning Commission Memo from January 27, 2014 and February 10, 2014
9. Excerpts from Planning Commission Minutes from October 28, 2013, January 27, 2014 and February 10, 2014

CITY OF LAKE ELMO
COUNTY OF WASHINGTON
STATE OF MINNESOTA

ORDINANCE NO. 08-100

AN ORDINANCE AMENDING THE ZONING CODE CONCERNING LIVESTOCK AND KENNELS AND ALSO AMENDING THE ANIMALS CHAPTER OF THE GENERAL REGULATIONS OF THE CITY OF LAKE ELMO

SECTION 1. The City Council of the City of Lake Elmo hereby amends Title XV: Land Usage; Chapter 154: Zoning Code, by repealing City Code Section 154.914 in its entirety.

SECTION 2. The City Council of the City of Lake Elmo hereby amends Title IX: General Regulations; Chapter 95: Animals, by adding the following language:

ARTICLE IV. LIVESTOCK

§ 95.50 LIVESTOCK.

(A) *Purpose.* The purpose of the following sections are to promote and preserve the natural resources within the City of Lake Elmo by regulating the keeping of livestock. Erosion as a result of overgrazing and leeching of manure into groundwater have adverse and potentially irreversible impacts on water quality and environmentally sensitive lands.

(B) ~~(A)~~ *Prohibition of manure deposition without safeguards.* No manure or livestock waste shall be deposited, stored, kept, or allowed to remain upon any site without reasonable safeguards adequate to prevent the escape or movement of the manure or wastes or a solution of the manure or wastes from the site which may result in pollution of any public waters or any health hazard.

(C) ~~(B)~~ *Pollution Control Agency standard minimum requirement.* All regulations imposed by the Minnesota Pollution Control Agency relating to keeping of livestock shall be adhered to and the regulations shall be considered the minimum safeguard necessary to prevent pollution of public water or creation of a health hazard.

(D) ~~(C)~~ *Inadequate safeguards.* In case the Zoning Administrator shall find that any manure is stored or kept on any lot or storage site without a safeguard, or that any existing safeguard is inadequate, the Zoning Administrator may order the owner or other responsible person to immediately remove the manure from the storage site and refrain from further storage or keeping of any manure at the site unless and until an adequate safeguard is provided.

(E) ~~(D)~~ *Hazards and nuisances.* On parcels of less than 40 acres which are not part of a larger crop-producing commercial agricultural farm, the keeping of horses, cattle, or other grazing animals on a site with less than 2 acres of existing grazable land per animal is, by this section, declared to be a nuisance. ~~Horses may be kept on any parcel larger than 5 acres.~~ No domestic farm animals~~,~~ or livestock, other than chickens or bees, ~~or commercial kennels~~ shall be ~~placed~~ allowed on any ~~site~~ parcel of less than ~~10~~ 5 acres. No commercial kennels shall be placed on any site of less than 10 acres.

(F) ~~(E)~~ *Grazable acres.* Grazable acreage shall be defined as open, non-treed acreage exclusive of the homesite and yard that is currently providing enough pasture or other agricultural crops capable of supporting summer grazing at a density of 1 ~~cow, or its equivalent,~~animal unit per 2 acres. Grazable acreage shall not include non-jurisdictional wetlands or slopes over 12%. There is a presumption that 0.5 acres of site are dedicated to the homesite and yard, or considered ungrazable. This presumption is subject to rebuttal if a different calculation can be established by owner and city.

(G) ~~(1) For purposes of these regulations, the following animal equivalents apply: one slaughter steer, heifer or horse - 1.0; one mature dairy cow - 1.4; one swine over 55 pounds - .4; one sheep - .1; one turkey - .01; one chicken - .01; one duck - .02.~~ The number of permitted animals shall be determined by the following table:

TYPE OF ANIMAL	ANIMAL UNITS
One slaughter steer, heifer, or mature dairy cow	**1.4**
One horse, mule, donkey	**1.0**
One hog/swine	**0.5**
One sheep or goat, llama, or alpaca	**0.2**
One turkey or goose	**0.1**
One duck or other fowl	**0.04**
One chicken, 5 acres or more	**0.02**

(1) ~~(2)~~ For all other animals, the number of animal units shall be defined as the average weight of the animal divided by 1,000 pounds.

(2) The number of animal units allowed per parcel is cumulative. The animal density per parcel shall not exceed 1 animal unit equivalency per 2 grazable acres.

SECTION 3. The City Council of the City of Lake Elmo hereby ordains that Title XV: Land Usage; Chapter 154: Zoning Code, is hereby amended in the following manner:

§154.012(B)(3)(c) *Commercial Kennel.* The boarding, breeding, raising, grooming or training of ~~two~~four or more dogs, cats, or other domestic pets of any age not owned by the owner or occupant of the premises, and/or for commercial gain.

§154.012(B)(12)(f) *Kennel, Private.* The keeping, breeding, raising, showing or training of 4 or more dogs, cats, or other domestic pets over ~~six~~ four months of age for personal enjoyment of the owner or occupants of the property on parcels 5 acres or greater, and for which commercial gain is not the primary objective. The maximum number of animals allowed is 6.

SECTION 4. The City Council of the City of Lake Elmo hereby ordains that Title XV: Land Usage; Chapter 154: Zoning Code, is hereby amended in the following manner:

§ 154.051 GB – GENERAL BUSINESS.

(A) *Permitted uses and structures.*

(5) *Uses permitted by conditional use permit.*:

Commercial Kennels	

SECTION 5. The City Council of the City of Lake Elmo hereby ordains that Title XV: Land Usage; Chapter 154: Zoning Code, is hereby amended in the following manner:

Table 9-1 is amended to read as follows:

§ 154.401 PERMITTED AND CONDITIONAL USES.

Table 9.1: Permitted and Conditional Uses, Rural Districts

Accessory Uses						
Kennel, Private	~~C~~P	~~C~~P	~~C~~P	-	-	154.404.I
Stable, Private	~~C~~P	~~C~~P	~~C~~P	-	-	154.404.I

§ 154.404 SITE DESIGN AND DEVELOPMENT STANDARDS.

I. *Commercial Kennel, Commercial Stable, or Accessory Kennel or Stable, RT, A, RR Districts.* The commercial ~~facility~~ facilities shall occupy a site at least ten (10) acres in size. Outdoor exercise areas shall be located at least 100 feet from adjacent properties; landscaping or other screening may be required. Private kennels or stables shall be allowed on sites at least five (5) acres in size.

SECTION 6. The City Council of the City of Lake Elmo hereby ordains that Title IX: General Regulations; Chapter 95: Animals, is hereby amended in the following manner:

§ 95.05 Number of Dogs and Cats Limited

A. The keeping of a large number of dogs or cats poses health, safety and public welfare risks and is deemed a public nuisance.

B. *Cats.* Unless the property owner ~~holds a valid kennel license~~ has an authorized kennel, no individual or family unit living together, firm, or corporation shall keep more than three (3) cats over the age of four (4) months on any parcel not zoned *RT, A, or RR*.

C. *Dogs.* Unless the property owner ~~holds a valid kennel license~~ has an authorized kennel, no individual or family unit living together, firm, or corporation shall keep more than three (3) dogs over the age of four (4) months on any parcel not zoned *RT, A, or RR*.

D. *Cats and Dogs.* Unless the property owner ~~holds a valid kennel license~~ has an authorized kennel, no individual or family unit living together, firm, or corporation shall keep more than a combination of three (3) cats and dogs over the age of four (4) months on any parcel not zoned *RT, A, or RR*.

§ 95.10 Prohibition of Kennels; Private Kennels

A. No commercial kennels may be established in the city unless a special use permit has been issued for the kennel as provided by the city ordinances regulating land use.

B. An individual or family unit living together, firm, or corporation may keep a private kennel consisting of a combination of no more than six (6) domestic pets over the age of four (4) months on any parcel 5 acres or greater in size and located in zoning districts RT, A, or RR.

Cross Reference: § 11.01 Definitions; §154.012 *et seq.* Zoning Use Types and Classifications.

SECTION 7. The City Council of the City of Lake Elmo hereby amends Title IX: General Regulations; Chapter 95: Animals, by adding the following language:

ARTICLE V. KEEPING OF CHICKENS

Sec. 95.60. Definitions
Sec. 95.61. Purpose
Sec. 95.62. Investigation and Enforcement
Sec. 95.63. Keeping of Chickens
Sec. 95.64. Permit Required; Term, Consent, Fee
Sec. 95.65. Application
Sec. 95.66. Permit Conditions
Sec. 95.67. Violations
Sec. 95.68. Issuance, Revocation

§ 95.60. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Brooding means the period of chicken growth when supplemental heat must be provided, due to the bird's inability to generate enough body heat.

Chicken means a domesticated bird that serves as a source of eggs or meat (*Gallus gallus domesticus).*

Coop means the structure for the keeping or housing of chickens permitted by the article.

Exercise yard means a larger fenced area that provides space for exercise and foraging for the birds when supervised.

Hen means a female chicken.

Officer means any person designated by the city as an enforcement officer.

Rooster means a male chicken.

Run means a fully-enclosed and covered area attached to a coop where the chickens can roam unsupervised.

§ 95.61. Purpose.

It is recognized that the ability to cultivate one's own food is a sustainable activity that can also be a rewarding pastime. Therefore, it is the purpose and intent of this article to permit the keeping and maintenance of hens for egg and meat sources in a clean and sanitary manner that is not a nuisance to or detrimental to the public health, safety, and welfare of the community.

§ 95.62. Investigation and Enforcement.

Officers designated by the city shall have authority in the investigation and enforcement of this article, and no person shall interfere with, hinder or molest any such officer in the exercise of such powers. The city shall make investigations as is necessary and may grant, deny, or refuse to renew any application for permit, or terminate an existing permit under this article.

§ 95.63. Keeping of Chickens.

A. Chickens on less than 5 acres.

Lot Size (acres)	Chickens Allowed
0.00 – 0.49	0
0.50 – 0.99	2
1.00 – 1.49	4
1.50 – 1.99	6
2.00 – 2.49	8
2.50 – 2.99	10
3.00 – 3.49	12
3.50 – 3.99	14
4.00 – 4.49	16
4.50 – 4.99	20

B. Chickens on 5 acres or more.

Chickens maintained on parcels of 5 acres or more are restricted to 0.02 animal units per acre. A permit is not required for keeping chickens on a parcel size of 5 acres or more. *For reference, see "Animal Unit Equivalency" chart in Section 95.50*

§ 95.64. Permit Required; Term, Consent, Fee.

A. No person shall (without first obtaining a permit in writing from the City Clerk) own, keep, harbor, or have custody of any live chicken on a lot less than five (5) acres.

B. The first permit is valid for up to two (2) years beginning on the date of issuance and ending on December 31 of the following year. Subsequent permits are valid

from January 1 to December 31.

C. Prior to issuance of a permit, notices must be mailed to all homes within 150 feet of the applicant's property lines.

   1. If there are objections received within ten days of mailing the notices, then the permit application must be considered by the city council.

   2. If there are no objections received within ten days of mailing the notices, then the permit application will be processed by city staff. It will not be referred to the city council for consideration.

D. The fee for a permit may be imposed, set, established and fixed by the city council, by ordinance, from time to time.

§ 95.65. Application.

Any person desiring a permit required under the provisions of this article shall make written application to the city clerk upon a form prescribed by and containing such information as required by the city. Among other things, the application shall contain the following information:

1. A description of the real property upon which it is desired to keep the chickens.
2. The breed and number of chickens to be maintained on the premises.
3. A site plan of the property showing the location and size of the proposed chicken coop and run, setbacks from the chicken coop to property lines and surrounding buildings (including houses and buildings on adjacent lots), and the location, type, and height of fencing proposed to contain the chickens in a run or exercise area. Portable coops and cages are allowed, but portable locations must be included with the site plan.
4. Statements that the applicant will at all times keep the chickens in accordance with all of the conditions prescribed by the officer, or modification thereof, and that failure to obey such conditions will constitute a violation of the provisions of this article and grounds for cancellation of the permit.
5. Such other and further information as may be required by the officer.

§ 95.66. Permit Conditions.

Each person keeping chickens within the City of Lake Elmo shall comply with the following:

1. No person may keep a rooster or crowing hen.
2. No person may allow chickens to range freely without fencing or without a mobile pen.
3. No person may keep chickens inside the house or attached garage.
4. Chickens must be provided a secure and well ventilated roofed structure ("chicken coop")
5. The roofed structure and required fencing for the chickens may only be located in a rear yard and must meet setback and building separations as established in

city zoning and building codes, except that the roofed structure and fencing must maintain a 100 foot separation from dwellings on adjacent properties.

6. The roofed structure shall be fully enclosed, wind proof, and have sufficient windows for natural light.
7. Chickens, coops, and/or runs shall not be kept in such a manner as to constitute a nuisance.
8. The chicken coop and run shall be kept in good repair as to be in compliance with the property maintenance regulations elsewhere in the Code.
9. All chicken coops must have a minimum size of four (4) square feet per bird and must be at least six (6) feet in height to allow access for cleaning and maintenance.
10. Fenced in chicken runs must have a minimum of ten (10) square feet per bird and must be at least six (6) feet in height to allow access for cleaning and maintenance.
11. No chicken shall be allowed to roam freely without being within a completely enclosed pen.
12. Butchering a chicken must not be in public view.
13. All butchering waste shall be disposed of in a sanitary manner.
14. Dead chickens must be disposed of according to the Minnesota Board of Animal Health rules which require chicken carcasses to be disposed of as soon as possible after death, usually within 48 to 72 hours. Legal forms of chicken carcass disposal include burial, off-site incineration or rendering, or composting.

§ 95.67. Violations.

1. Any person violating any of the sections of this article shall be deemed guilty of a misdemeanor and upon conviction, shall be penalized in accordance with Section 10.99.
2. If any person is found guilty by a court for violation of this section, their permit to own, keep, harbor, or have custody of chickens shall be deemed automatically revoked and no new permit may be issued for a period of one year.
3. Any person violating any conditions of this permit shall reimburse the city for all costs borne by the city to enforce the conditions of the permit including, but not limited to, the pickup and impounding of chickens.

§ 95.68. Issuance, Revocation.

A. If granted, the permit shall be issued by the city clerk and officer and shall state the conditions, if any, imposed upon the permitted for the keeping of chickens under this permit. The permit shall specify the restrictions, limitations, conditions and prohibitions which the officer deems reasonably necessary to protect any person or neighboring use from unsanitary conditions, unreasonable noise or odors, or annoyance, or to protect the public health and safety. Such permit may be modified from time to time or revoked by the officer for failure to conform to such restrictions, limitations, or prohibitions. Such modification or revocation shall be effective after ten days following the mailing of written notice thereof by certified mail to the person or persons keeping or maintaining such chickens.

B. The city may revoke any permit issued under this article if the person holding the permit refuses or fails to comply with this article, with any regulations promulgated by the city council pursuant to this article, or with any state or local law governing cruelty to animals or the keeping of animals. Any person whose permit is revoked shall, within ten days thereafter, humanely dispose of all chickens being owned, kept or harbored by such person, and no part of the permit fee shall be refunded.

SECTION 8. The City Council of the City of Lake Elmo hereby amends Title IX: General Regulations; Chapter 95: Animals, by adding the following language:

ARTICLE VI. KEEPING OF BEES

Sec. 95.50 Definitions
Sec. 95.51 Purpose of Ordinance
Sec. 95.52 Standards of Practice
Sec. 95.53 Colony Density
Sec. 95.54 Permit Required
Sec. 95.55 Penalty for Violation of Section

§ 95.70 Definitions

The following words and terms shall have meanings ascribed in this section unless the context of their used indicates another usage:

Apiary means the assembly of one or more colonies of bees at a single location.

Beekeeper means a person who owns or has charge of one or more colonies of bees.

Beekeeping equipment means anything used in the operation of an apiary, such as hive bodies, supers, frames, top and bottom boards and extractors.

Colony means an aggregate of bees consisting principally of workers, but having, when perfect, one queen and at times drones, brood, combs, and honey.

Hive means the receptacle inhabited by a colony that is manufactured for that purpose.

Honey bee means all life stages of the common domestic honey bee, *apis mellifera* (African subspecies and Africanized hybrids are not allowed).

Lot means a contiguous parcel of land under common ownership.

§ 95.71 Purpose of Ordinance

The purpose of this section is to establish certain requirements for beekeeping within the city, to avoid issues that might otherwise be associated with beekeeping in populated areas.

1. Compliance with this section shall not be a defense to a proceeding alleging that a given colony constitutes a nuisance, but such compliance may be offered as evidence of the beekeeper's efforts to abate any previous nuisance.

2. Compliance with this section shall not be a defense to a proceeding alleging that a given colony violates applicable ordinances regarding public health, but such compliance may be offered as evidence of the beekeeper's compliance with acceptable standards of practice among hobby beekeepers in the State of Minnesota.

§ 95.72 Standards of Practice

These standards of practice apply only to lots smaller than five (5) acres.

1. Honey bee colonies shall be kept in hives with removable frames, which must be kept in sound and usable conditions.
2. Each beekeeper must ensure that a convenient source of water is available within ten feet of each colony at all times that the colonies remain active outside the hive.
3. Each beekeeper must ensure that no wax comb or other material that might encourage robbing by other bees that are left upon the grounds of the apiary lot. Such materials once removed from the site shall be handled and stored in sealed containers, or placed within a building or other vermin-proof container.
4. Each beekeeper shall maintain his beekeeping equipment in good condition, including keeping the hived painted if they have been painted but are peeling or flaking, and securing unused equipment from weather, potential theft or vandalism and occupancy by swarms.
5. Honey bee colonies may only be kept on lots one acre or larger.
6. Each beekeeper is allowed to make in person sales of honey from the beekeeper's residence as long as the following standards are met:

i. The beekeeper must live on the apiary lot;

ii. All honey sold in person on the residential premise must be produced by the beekeeper's hives that are located on the subject residential premise;

iii. No products may be sold in person at the residence except honey and honey related products produced from hives on the premise;

iv. No outside storage or display of products or merchandise;

v. No traffic that is greater than the residential level of the neighborhood;

vi. No separate business entrance;

vii. All signage must comply with city sign regulations;

viii. Not more than 15 percent of the total gross floor area of the residence or 200 square feet, whichever is less is devoted to making, storing, and selling honey;

ix. No activity or equipment may be used that creates noise, vibration, glare, fumes, odor, or electric or television interference is permitted if it is detectable by adjacent neighbors; and

x. No nonresident employees are permitted.

§ 95.73 Colony Density

1. No person is permitted to keep more than the following numbers of colonies on any lot

within the city, based upon the size of the apiary lot:

i. Lot one acre or larger but smaller than two and one-half acres: four colonies;

ii. Two and one-half acre lot or larger but smaller than five acres: six colonies;

iii. Five acres or larger: no restriction.

2. Colonies must be setback 25 feet from the property line of an adjacent occupied residential lot.

§ 95.74 Permit Required

1. No beekeeping may occur on properties of less than five (5) acres unless the city issues a permit to the beekeeper on that specific property. The permit will be valid for two growing seasons.

2. A beekeeping permit will only be issued if:

   a. The permit application documents the satisfaction of all applicable items found in Sections 95.70-95.76 of the City Code, and

   b. Notices have been mailed to all homes within 150 feet of the applicant's property lines.

      i. If there are objections received within ten days of mailing the notices, then the permit application must be considered by the city council.

      ii. If there are no objections received within ten days of mailing the notices, then the permit application will be processed by city staff. It will not be referred to the city council for consideration.

3. Permits are non-transferable and do not run with the land.

4. A permit constitutes a limited license granted to the beekeeper by the city and in no way creates a vested zoning right.

5. By signing the permit, the beekeeper acknowledges that he or she shall defend and indemnify the city against any and all claims arising out of keeping the bees on the premises.

6. Beekeeping permit fees shall be as established by the city council.

7. All standards of practice and colony density standards must be met in order to issue a permit.

8. If the standards of practice are not maintained subsequent to issuance of a beekeeping permit, the permit may be revoked by the city.

9. Beekeeping training is required for the beekeeper prior to issuance of an initial beekeeping permit by the city.

   i. Either provide a certificate of completion from a honeybee keeping course from the

University of Minnesota or from Century College;

ii. Request consideration for having completed a comparable course from another institution or instructor;

iii. Request consideration for substituting equivalent experience for the honeybee keeping course; or

iv. Provide a letter from a current beekeeping instructor at the University of Minnesota, Century College, or other educational institution offering similar beekeeping courses that states that the permit applicant has gained through other means a substantially similar knowledge base to one that could be gained through appropriate beekeeping courses at the University of Minnesota or Century College.

10. Any beekeeper wishing to make in person sales of honey from their home according to the standards of practice section must so indicate on the annual permit.

§ 95.75. Application.

Any person desiring a permit required under the provisions of this article shall make written application to the city clerk upon a form prescribed by and containing such information as required by the city. Among other things, the application shall contain the following information:

1. A description of the real property upon which it is desired to keep the bees.
2. A site plan of the property showing the location and size of the proposed apiary, the number of hives, setbacks from apiary to property lines and surrounding buildings (including houses and buildings on adjacent lots), and the location, type, and height of any related flyways.
3. Statements that the applicant will at all times keep the bees in accordance with all of the conditions prescribed by the officer, or modification thereof, and that failure to obey such conditions will constitute a violation of the provisions of this article and grounds for cancellation of the permit.
4. Such other and further information as may be required by the officer.

§ 95.76 Penalty for Violation of Section

Any person who shall violate the provisions of this section shall be guilty of a misdemeanor and upon conviction, shall be penalized in accordance with Section 10.99.

SECTION 9. Effective Date. This ordinance shall become effective immediately upon adoption and publication in the official newspaper of the City of Lake Elmo.

SECTION 10. Adoption Date. This Ordinance 08-100 was adopted on this _____ day of _____ 2014, by a vote of _____ Ayes and _____ Nays.

LAKE ELMO CITY COUNCIL

Mike Pearson
Mayor

ATTEST:

Adam Bell
City Clerk

This Ordinance 08-100 was published on the _____ day of _____, 2013.

CITY OF LAKE ELMO
COUNTY OF WASHINGTON
STATE OF MINNESOTA

RESOLUTION NO. 2014-12

RESOLUTION AUTHORIZING PUBLICATION OF ORDINANCE 08-100 BY TITLE AND SUMMARY

WHEREAS, the City Council of the City of Lake Elmo has adopted Ordinance No. 08-100, an ordinance to the City's regulations pertaining to Livestock and Animals; and

WHEREAS, the ordinance is lengthy; and

WHEREAS, Minnesota Statutes, section 412.191, subd. 4, allows publication by title and summary in the case of lengthy ordinances or those containing charts or maps; and

WHEREAS, the City Council believes that the following summary would clearly inform the public of the intent and effect of the ordinance.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Lake Elmo, that the City Clerk shall cause the following summary of Ordinance No. 08-100 to be published in the official newspaper in lieu of the entire ordinance:

Public Notice

The City Council of the City of Lake Elmo has adopted Ordinance No. 08-100, which amends the current sections of the City Code pertaining to Animals. The ordinance includes the following provisions:

- The ordinance removes the Livestock section from the Zoning Code and places it in the recently created Animals Chapter
- The ordinance clarifies the parameters for a commercial or private kennel and stables
- The ordinance clarifies which properties have limits for the number of cats and dogs allowed
- The ordinance adds a section on the keeping of chickens
- The ordinance adds a section on the keeping of bees

The full text of Ordinance No. 08-100 is available for inspection at Lake Elmo city hall during regular business hours.

BE IT FURTHER RESOLVED by the City Council of the City of Lake Elmo that the City Administrator keep a copy of the ordinance at City Hall for public inspection and that a full copy of the ordinance be placed in a public location within the City.

Dated: February 18, 2014.

_____
Mayor Mike Pearson

ATTEST:

_____
Adam Bell, City Clerk

(SEAL)

The motion for the adoption of the foregoing resolution was duly seconded by member _____ and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against same:

Whereupon said resolution was declared duly passed and adopted.

CITY OF LAKE ELMO
WASHINGTON COUNTY
STATE OF MINNESOTA

ORDINANCE NO. 08-101

AN ORDINANCE AMENDING MUNICIPAL FEES

The Lake Elmo City Council hereby adopts the following fee schedule amendment and directs that it be added to the Lake Elmo Municipal Code as Appendix A.

- Addition of $25 permit fee for Chickens
- Addition of $25 permit fee for Bees

ADOPTION DATE: Passed by the Lake Elmo City Council on the eighteenth day of February 2014 by a vote of ___ Ayes and ___ Nays.

CITY OF LAKE ELMO

By: _____
Mike Pearson
Mayor

ATTEST:

_____
Adam Bell
City Clerk

EFFECTIVE DATE: This ordinance shall become effective immediately upon adoption and publication.

PUBLICATION DATE: Published on the _____ day of _____ 2013.

Source: Esri, i-cubed, USDA, USGS, AEX, GeoEye, Getmapping, Aerogrid, IGN, IGP, and the GIS User Community

Animal Ordinance Research Map

THE CITY OF LAKE ELMO

Data Scource: Washington County, MN
9-6-2013

Parcel Size (Acres)

- 0.00 - 0.49
- 0.50 - 2.99
- 3.00 - 4.99
- 5.00 - 9.99
- 10.00 - 485.19

N

0 0.25 0.5 1 Miles

Current Livestock Animal Unit Equivalents

Gross Acres	Grazable Acres	Total AU	Horse	Slaughter steer or heifer	Mature dairy cow	Swine over 55 lbs	Sheep	Turkey	Duck	Chicken
0.5	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0	0
1.0	0.5	0.3	0.3	0.3	0.2	0.6	3	25	13	25
1.5	1.0	0.5	0.5	0.5	0.4	1.3	5	50	25	50
2.0	1.5	0.8	0.8	0.8	0.5	1.9	8	75	38	75
2.5	2.0	1.0	1.0	1.0	0.7	2.5	10	100	50	100
3.0	2.5	1.3	1.3	1.3	0.9	3.1	13	125	63	125
3.5	3.0	1.5	1.5	1.5	1.1	3.8	15	150	75	150
4.0	3.5	1.8	1.8	1.8	1.3	4.4	18	175	88	175
4.5	4.0	2.0	2.0	2.0	1.4	5.0	20	200	100	200
5.0	4.5	2.3	2.3	2.3	1.6	5.6	23	225	113	225
5.5	5.0	2.5	2.5	2.5	1.8	6.3	25	250	125	250
6.0	5.5	2.8	2.8	2.8	2.0	6.9	28	275	138	275
6.5	6.0	3.0	3.0	3.0	2.1	7.5	30	300	150	300
7.0	6.5	3.3	3.3	3.3	2.3	8.1	33	325	163	325
7.5	7.0	3.5	3.5	3.5	2.5	8.8	35	350	175	350
8.0	7.5	3.8	3.8	3.8	2.7	9.4	38	375	188	375
8.5	8.0	4.0	4.0	4.0	2.9	10.0	40	400	200	400
9.0	8.5	4.3	4.3	4.3	3.0	10.6	43	425	213	425
9.5	9.0	4.5	4.5	4.5	3.2	11.3	45	450	225	450
10.0	9.5	4.8	4.8	4.8	3.4	11.9	48	475	238	475
10.5	10.0	5.0	5.0	5.0	3.6	12.5	50	500	250	500
11.0	10.5	5.3	5.3	5.3	3.8	13.1	53	525	263	525
11.5	11.0	5.5	5.5	5.5	3.9	13.8	55	550	275	550
12.0	11.5	5.8	5.8	5.8	4.1	14.4	58	575	288	575
12.5	12.0	6.0	6.0	6.0	4.3	15.0	60	600	300	600
13.0	12.5	6.3	6.3	6.3	4.5	15.6	63	625	313	625
13.5	13.0	6.5	6.5	6.5	4.6	16.3	65	650	325	650
14.0	13.5	6.8	6.8	6.8	4.8	16.9	68	675	338	675
14.5	14.0	7.0	7.0	7.0	5.0	17.5	70	700	350	700
15.0	14.5	7.3	7.3	7.3	5.2	18.1	73	725	363	725

Required Grazable Acres Per Animal Unit	2

Animal Unit Equivalents	
Horse or similar	1.00
Slaughter steer or heifer	1.00
Mature dairy cow	1.40
Swine over 55 lbs	0.40
Sheep	0.10
Turkey	0.01
Duck	0.02
Chicken	0.01

Ownership is prohibited	

Proposed Livestock Animal Unit Equivalents

Gross Acres	Grazable Acres	Total AU	Horse or similar	Cows	Hog/ Swine	Sheep/ Goat	Turkey/ Goose	Other Fowl	Chickens
0.5	0.0	0.0	0.0	0.0	0.0	0	0	0	0
1.0	0.5	0.3	0.3	0.2	0.5	1	3	5	4
1.5	1.0	0.5	0.5	0.4	1.0	3	5	10	6
2.0	1.5	0.8	0.8	0.5	1.5	4	8	15	8
2.5	2.0	1.0	1.0	0.7	2.0	5	10	20	10
3.0	2.5	1.3	1.3	0.9	2.5	6	13	25	12
3.5	3.0	1.5	1.5	1.1	3.0	8	15	30	14
4.0	3.5	1.8	1.8	1.3	3.5	9	18	35	16
4.5	4.0	2.0	2.0	1.4	4.0	10	20	40	18
5.0	4.5	2.3	2.3	1.6	4.5	11	23	45	20
5.5	5.0	2.5	2.5	1.8	5.0	13	25	50	125
6.0	5.5	2.8	2.8	2.0	5.5	14	28	55	138
6.5	6.0	3.0	3.0	2.1	6.0	15	30	60	150
7.0	6.5	3.3	3.3	2.3	6.5	16	33	65	163
7.5	7.0	3.5	3.5	2.5	7.0	18	35	70	175
8.0	7.5	3.8	3.8	2.7	7.5	19	38	75	188
8.5	8.0	4.0	4.0	2.9	8.0	20	40	80	200
9.0	8.5	4.3	4.3	3.0	8.5	21	43	85	213
9.5	9.0	4.5	4.5	3.2	9.0	23	45	90	225
10.0	9.5	4.8	4.8	3.4	9.5	24	48	95	238
10.5	10.0	5.0	5.0	3.6	10.0	25	50	100	250
11.0	10.5	5.3	5.3	3.8	10.5	26	53	105	263
11.5	11.0	5.5	5.5	3.9	11.0	28	55	110	275
12.0	11.5	5.8	5.8	4.1	11.5	29	58	115	288
12.5	12.0	6.0	6.0	4.3	12.0	30	60	120	300
13.0	12.5	6.3	6.3	4.5	12.5	31	63	125	313
13.5	13.0	6.5	6.5	4.6	13.0	33	65	130	325
14.0	13.5	6.8	6.8	4.8	13.5	34	68	135	338
14.5	14.0	7.0	7.0	5.0	14.0	35	70	140	350
15.0	14.5	7.3	7.3	5.2	14.5	36	73	145	363

Required Grazable Acres Per Animal Unit	2

Animal Unit Equivalents	
Horse	1.00
Cows	1.40
Hog/Swine	0.50
Sheep/Goat	0.20
Turkey	0.10
Other Fowl	0.05
Chicken	0.02

Ownership is prohibited	
Ownership is new	

Notes:

No grazable animals may be kept on parcels less than 5 acres.

Parcels larger than 40 acres are not subject to grazable acreage requirement.

Total Animal Units are Cumulative.

Animal Units do not round up

Grazable Acres calculation includes presumption of 0.5 acres of gross acreage being ungrazable. This presumption is subject to rebuttal if different calculation can be established by owner and city.

Cities Allowing Chickens (Partial List)

City	County	Population
Afton	Washington	2916
Andover	Anoka	30598
Anoka	Anoka	17243
Bayport	Washington	3605
Burnsville	Dakota	61130
Cottage Grove	Washington	35181
Dayton	Anoka	4833
Eagan	Dakota	64854
Falcon Heights	Ramsey	5443
Farmington	Dakota	21926
Fridley	Anoka	21639
Ham Lake	Anoka	15552
Hastings	Dakota	22321
Inver Grove Heights	Dakota	34198
Maplewood	Ramsey	39337
Minneapolis	Hennepin	392880
Minnetonka	Hennepin	51123
Montrose	Wright	2968
Newport	Washington	3453
Oakdale	Washington	27726
Otsego	wright	14138
Ramsey	Anoka	24071
Richfield	Hennepin	36087
Robbinsdale	Hennepin	14263
Rosemount	Dakota	22420
Roseville	Ramsey	34666
Shoreview	Ramsey	25628
St Paul Park	Washington	5324
St. Paul	Ramsey	290770
Stillwater	Washington	18542
Vadnais Heights	Ramsey	12764
West St Paul	Dakota	19708

Planning Commission
Date: 1/27/14
Item: ??
Public Hearing

ITEM: Animal Ordinance Update

SUBMITTED BY: Adam Bell, City Clerk

REVIEWED BY: Beckie Gumatz, Deputy Clerk

SUMMARY AND ACTION REQUESTED:
The Planning Commission is being asked to consider a Zoning Text Amendment as part of the comprehensive update of the City's Animal Code. Staff amended the Animals Chapter of the City Code regarding cats, dogs, horses, and dangerous animals in the fall of 2013. We are now looking at moving the Livestock section from the Zoning Code to the Animals Chapter, amending the definition of a Kennel, as well as adding sections on the keeping of Chickens and Bees. Staff is respectfully requesting action from the Planning Commission in two regards.

Staff is first recommending that the Planning Commission recommend approval of the proposed removal of the Livestock section from the Zoning Code to allow it to be placed in the Animals Chapter of the City Code, along with the perfecting amendments to the various sections related to Kennels and stables. In order to remove the Livestock section from the Zoning Code, a public hearing is required. Secondly, as the proposed ordinance involving the keeping of chickens and bees does have limited land use implications, staff is also respectfully requesting input and feedback from the Planning Commission, along with a recommendation for approval of the entire proposed Animals Chapter Ordinance amendment.

BACKGROUND INFORMATION:

City Staff is updating the current Animals Chapter of the City Code. As part of this update, city staff is looking to move the Livestock section from the Zoning Code into the Animals Chapter. Staff also is proposing changes to the definition of a private kennel. Staff would also like to add language to specifically allow chickens and bees on certain parcels in the City. There have been many requests and inquiries from the public on whether or not the city allows these animals. There is also a growing trend of people wanting to produce their own food. There are many communities around the metro area that are starting to allow chickens and bees for this very reason.

Staff previously introduced this topic as a business item at the 10/28/2013 Planning Commission meeting. Some highlighted concerns included the number of chickens being perhaps too high and confusion in determining the allowed number of animals. The input gained from that discussion has been incorporated in the new draft language. The number of allowed chickens has been substantially reduced. Staff has retained the use of the

Animal Unit calculations as this is the standard practice for livestock in most municipalities; however, staff has produced an Animal Unit Equivalency Worksheet to aid in the calculation of allowed animals on parcels five acres or larger. This worksheet is attached.

The proposed ordinance for these updates will have eight sections and they are as follows:

- Removing Livestock section from the Zoning Code. Staff feels this would be prudent because with the addition of Chickens and Bees as allowable animals on smaller lots in the City of Lake Elmo, it will facilitate easier compliance by the public and administration and enforcement by the City.
- Place and amend Livestock section in the Animals Chapter of the Code. Staff has proposed changes to some of the animal units, as well as changing the amount of acreage allowed to have livestock in the City of Lake Elmo. The main change that has been made to the Livestock chapter is allowing domestic farm animals and livestock on parcels of five acres or more. Previously, ten acres were required in order to have domestic farm animals or livestock, with the exception of horses. In accordance with this lowering of the amount of required parcel size, staff has also made changes to the animal unit equivalents. They are detailed in a table in the draft ordinance which is attached to this document. Language was also added to clarify that animal units are cumulative. This means that no one is allowed to have more than a density of one animal unit per two grazable acres.
    - Example 1: Under current code, owner has 8 acres with the presumption that 7.5 are grazable acres. He has a total AU of 3.8. He is allowed to have 3 horses, but not a single chicken, sheep/goat, turkey, duck, all of which arguably require less care and create more impact on land.
    - Example 2: Under proposed amendment, owner has 5 acres with the presumption that 4.5 are grazable acres. He has a total AU of 2.3. He can have 2 horses. Horses are 1 Animal Units.
    - Example 3: Under proposed amendment, owner has 8 acres with the presumption that 7.5 are grazable acres. He has a total AU of 3.8. He can have 2 cows. Cows are 1.4 Animal Units.
    - Example 4: Under proposed amendment, owner has 8 acres with the presumption that 7.5 are grazable acres. He has a total AU of 3.8. He can have 2 horses, 1 cow, and either 3 turkey or 5 fowl or 1 goat or 4 chickens total.
- Amend the Kennel definitions section in the Zoning Code. Most of this language was changed to establish consistency between the updates and existing city code. Currently, the zoning definitions of commercial and private kennels conflicted with the general definition of a kennel. The commercial kennel definition was amended to require four or more dogs, cats or other domestic pets, rather than two. This is to make it consistent with the animal ordinance that was adopted by council on October 1. The private kennel definition was amended to apply to

dogs, cats, and other domestic pets rather than just applying to dogs. Language was also added to this definition that states that it applies to parcels of land five acres or greater and that the maximum number of animals allowed is six.

- Amending 'General Businesses – Conditional Use' Table in Section 154.051(A). Language is added to clarify that only commercial kennels require a CUP.
- Amending Table 9.1: Permitted and Conditional Uses, Rural Districts, and corresponding Development Standards section. These sections were amended to allow private kennels and stables to be permitted uses in RT, A, and RR districts. Language was also added to clarify that commercial kennels may not be located on parcels less than 10 acres while accessory kennels and stables only require parcels of 5 acres. This change is needed to comply with preexisting horse regulations.
- Add clean up language to 'Prohibition of Kennels' and 'Number of Dogs and Cats Limited' sections of Animal Code. This is merely clean up language. Based on the changes made in section 3 regarding Kennels, updates were needed to the Animal Code to maintain consistency. The language referencing kennel licenses was removed, as the City will not be issuing kennel licenses.
- Add a section to the Animal Code regarding Keeping of Chickens. As stated previously, the city has received quite a few inquiries about the rules regulating the keeping of chickens in the city. After extensive research by staff of surrounding and similar communities, staff is proposing adding a section the Animal Code that would allow chickens in the City of Lake Elmo on parcels less than ten acres. Roosters and crowing hens are strictly prohibited on parcels less than five acres. Staff broke down the number of chickens allowed into two different sections. First, a minimum of a half-acre is required for any property to have any chickens. If you live on one half-acre to an acre of land you are allowed two chickens. If you live on one acre to one and one-half acres you are allowed four chickens. The number goes up by two chickens per half acre until you get to five acres. Chickens on parcels of five or more acres are restricted to 0.02 animal units per acre. The City also would require a permit for the keeping of chickens on parcels of less than five acres. The first permit will be valid for up to two years, with subsequent permits being valid from Jan 1 to Dec 1 of the same year. The requirements for application and the permit conditions are detailed in the proposed ordinance. Of note, Stillwater just recently passed an ordinance allowing the keeping of chickens, which staff used as part of its research.
- Add a section to the Animal Code regarding Keeping of Bees. Staff also received requests to allow bees to be kept in the city. Staff also researched similar and surrounding communities when drafting the section of the ordinance that deals with bees. Bees are not allowed on properties of less than one-half acre. The ordinance also lays out how many colonies are allowed to be kept on parcel sizes. Lots equal to or larger than one-half acre but less than one acre are allowed two colonies. Lots one acre or larger but smaller than two and one-half acres are allowed four colonies, while lots two and one-half acres to five acres are allowed six colonies. There are no restrictions on lots which are five or more acres in size.

Permits are also required for the keeping of bees in the city. The permits are valid for two years. The ordinance also states that beekeeping training from a credible course is required before any beekeeping permits will be issued. More information on the bee section of the animal ordinance can be found in the attached ordinance. Of note, Stillwater just recently passed an ordinance allowing the keeping of bees, which staff used as part of its research.

RECOMMENDATION:

1. Staff is recommending that the Planning Commission recommend approval of the proposed removal of the Livestock section from the Zoning Code to allow it to be placed in the Animals Chapter of the City Code, along with the perfecting amendments to the various sections related to kennels and stables as well as provide input and recommend approval of the proposed ordinance related to the keeping of chickens and bees to the City Council through the following motion:

"Move to recommend approval of the adoption of Animal Ordinance, amending the Zoning Code concerning Livestock and Kennels and amending the Animals Chapter of the General Regulations of the City of Lake Elmo."

ATTACHMENTS:

1. Ordinance 08-0XX
2. Current Livestock Ordinance
3. Lot Size Analysis Map
4. Animal Unit Worksheet
5. Excerpt of 10/28/2013 Planning Commission Minutes related to topic
6. List of area municipalities that allow backyard chickens

ORDER OF BUSINESS:

- Introduction.....Planning Staff
- Report by Staff.....Deputy City Clerk
- Questions from the Commission..... Chair & Commission Members
- Discussion by the Commission..... Chair & Commission Members

PLANNING COMMISSION
DATE: 2/10/14
AGENDA ITEM: 5B

ITEM: Zoning Text Amendment – Animal Ordinance Update

SUBMITTED BY: Adam Bell, City Clerk/Asst. City Administrator

REVIEWED BY: Nick Johnson, City Planner
Beckie Gumatz, Deputy City Clerk

SUMMARY AND ACTION REQUESTED:

The Planning Commission is being asked to consider a Zoning Text Amendment as part of the comprehensive update of the City's Animal Code. Staff amended the Animals Chapter of the City Code regarding cats, dogs, horses, and dangerous animals in the fall of 2013. We are now looking at moving the Livestock section from the Zoning Code to the Animals Chapter, amending the definition of a Kennel, as well as adding sections on the keeping of Chickens and Bees. Staff is respectfully requesting action from the Planning Commission in two regards.

Staff is first recommending that the Planning Commission recommend approval of the proposed removal of the Livestock section from the Zoning Code to allow it to be placed in the Animals Chapter of the City Code, along with the perfecting amendments to the various sections related to Kennels and stables. In order to remove the Livestock section from the Zoning Code, a public hearing is required. Secondly, as the proposed ordinance involving the keeping of chickens and bees does have limited land use implications, staff is also respectfully requesting input and feedback from the Planning Commission, along with a recommendation for approval of the entire proposed Animals Chapter Ordinance amendment.

REQUEST DETAILS

City Staff is updating the current Animals Chapter of the City Code. As part of this update, city staff is looking to move the Livestock section from the Zoning Code into the Animals Chapter. Staff also is proposing changes to the definition of a private kennel. Staff would also like to add language to specifically allow chickens and bees on certain parcels in the City.

Staff previously introduced this topic as a business item at the 10/28/2013 Planning Commission meeting. The input gained from that discussion was incorporated in the new draft language, which was submitted to the Commission for the 1/27/2014 meeting that included a public hearing. The Commission voted 7-0 to postpone passage until staff provided additional information.

Based on the feedback provided by the Commission at the 1/27/14 meeting, staff has made the following additional changes:

- The Minimum acreage required to keep bees has been raised from .5 acres to 1.0 acres as requested.

- Regarding the use of Animal Unit Equivalents to determine the number of allowed animals:
- Animal Unit Equivalents (AU) are the standard used by most communities throughout the state and country to ensure that the carrying capacity of grazing animals on their habitat. The MPCA and MN Department of Agriculture use and recommend using AU. Staff must note that the City is already using the AU standard and has a currently higher threshold than many other comparable cities. Lake Elmo requires 2 grazable acres per 1 Animal Unit. Most communities only require 1 acre. The proposal further decreases the number of animals allowed to accommodate lots smaller than 10 acres. Animals not specifically listed on the chart are calculated average weight of the animal divided by 1,000 pounds. This is the universal standard. The chart that was created is a worksheet to be used by staff and the public to simplify the calculation of allowed animals. The chart can be further simplified for the public, if the Commission prefers.
- Concerns expressed regarding noise and odor issues can be addressed by the permitting process as well as the City nuisance ordinances and state regulations.
- Setbacks for bees were established at 25 feet. The flyway is required for colonies less than 50 feet from the adjacent occupied residential property.
- Staff does expect to conduct site visits, but the entire permitting/application process has not been completed yet because it will depend on the final ordinance language. Staff did not want to codify this requirement if it determines that it is not necessary for all applications. If the Commission desires, the application process similar to the chickens permit can be added. Included would be: a site plan, setbacks, etc. This new language has been added.
- If there are any specific animals the Commission recommends excluding, they can do so. There is already a comprehensive list of prohibited animals in the city code that was just re-adopted by the council. *See City Code § 95.92.*
- Llamas, alpacas, and similar animals were not listed in current livestock ordinance. Due to the increasing popularity of these animals, staff thought it prudent to include them at this time. Most communities do include them along with sheep and goats; however, staff took a more conservative approach to setting their AU. This has been changed in the new proposal.
- Regarding the definition of chicken, this is the common dictionary definition. Staff recommends adding further specification rather than eliminating the definition. Further specification has been added. In the AU standards, other fowl are distinguished.
- Regarding the term of the chicken permit, staff believed that it should be an annual permit similar to dog licenses for ease of staff processing, with the exception of the first term to accommodate the chickens and coop to be established depending on when permit was obtained. Bee keeping permits are valid for two years as they involve more time to establish and maintain.
- Bee-keeping permits were intended to only be required on parcels less than five acres. This clarification has been added.

RECCOMENDATION

Staff is recommending that the Planning Commission recommend approval of the proposed removal of the Livestock section from the Zoning Code to allow it to be placed in the Animals Chapter of the City Code, along with the perfecting amendments to the various sections related to kennels and stables, as well as provide input and recommend approval of the proposed ordinance related to the keeping of chickens and bees to the City Council through the following motion:

"Move to recommend approval of the adoption of Animal Ordinance, amending the Zoning Code concerning Livestock and Kennels and amending the Animals Chapter of the General Regulations of the City of Lake Elmo."

ATTACHMENTS:

1. Ordinance 08-0XX
2. Simplified Animal Unit Worksheet
3. Excerpt of 1/27/2013 Planning Commission Minutes related to topic

ORDER OF BUSINESS:

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

Haggard stated that if people wanted to use their land differently and we want to consider that, we need to notify people.

Public comments were accepted by the Planning Commission:

Larry Weiss, 9302 Stillwater Blvd, would like to see the Friedrich property go back to RAD.

Ed Nielson, 9498 Stillwater Blvd, feels that RAD-2 is not an appropriate zone and does not fit the surrounding area.

Susan Dunn, 11018 Upper 33rd St, stated that she felt that RAD-2 should go away. She noted she supports the OP Ordinance, RS and RE developments.

Steve Delapp, 8468 Lake Jane Trail, corrected the legislative history of the RAD-2 land use category and stated that nothing north or 10th street other than the Old Village should have this type of density.

Klatt asked the Planning Commission how they wanted to address the questions related to the rural planning area. The Planning Commission would like to just continue to discuss the rural areas as a whole rather than to discuss individual properties. The Commission wanted this to come back to their next meeting.

Haggard and Kreimer both feel that there is more to discuss than just RAD and RAD-2. They would like to see RE & RS discussed as well as other things.

Business Item: Animal Ordinance Update

Bell presented the updates to the animal ordinance. The cats and dogs section was recently updated. Bell stated that there have been a lot of inquiries in regards to livestock, especially chickens and bees. The trend in the metro is that people are interested in making their own food. Currently the livestock section is in the zoning code, but staff would like to see that moved to the animal section. Currently the code limits the keeping of livestock to 10 acres. That is one of the questions that should be addressed. Staff is proposing that chicken and bees would be allowed on ½ acre with a permitting process. This seems consistent with the metro trend.

Johnson stated that a lot of communities are going the direction of allowing bees and chickens on smaller acreage, but the staff has also gotten a lot of inquiries about the keeping of chickens on smaller acreage.

Morreale would like to see a scale for chickens that is more in line for personal consumption. It seems that if you can have 32 chickens on 2.5 acres that is more commercial in nature and would create problems with waste, etc. He feels that the

scale is too high. Bell stated that homeowners associations might also limit some of these things. Bell said that these were preliminary numbers and they are looking for input.

Haggard stated that there are a lot of properties that do not have HOA's and it could be a problem. She also asked that with the 2 year licensing, will the staff be sending a notice out when that license is to expire. Bell confirmed that the permitting period is correct.

Johnson stated that this activity is already taking place and if we put in good regulations that are followed respectfully, there should be less problems.

Lundgren stated that she likes that the education component is required for the beekeeping.

Dodson feels that the chart is confusing and should be cleaned up. The animal units are confusing. Bell stated that it has to do with grazeable acreage. You need a minimum of 5 acres for any livestock other than bees or chickens. Staff will work to clean up the table. Dodson was wondering why there was a distinction between chickens and other fowl. Bell stated that it is how other Cities have their code. The requests have been for chickens. Also the different birds have different needs with chickens being the easiest to care for.

Dodson asked who was able to have roosters. Bell stated that anyone over 5 acres would be allowed to have roosters.

Updates and Concerns

Council Updates

1. Variance – 09.029.21.22.0025 (Hill Trail North) was approved at the October 15, 2013 meeting with the 2 conditions discussed at the Planning Commission meeting.
2. Met Council 2040 Growth Forecast Discussion.

Staff Updates

1. Planning Commission has meetings upcoming on November 13th and 25th. The meeting on 11/13/13 is on a Wednesday due to the Veterans Day holiday.
2. Discussed having finding of facts worksheets that sets out what the criteria is and helps to formulate how to come up with your decision. Worksheets were handed out by Planner Johnson.

City of Lake Elmo
Planning Commission Meeting
Minutes of January 27, 2014

Chairman Williams called to order the meeting of the Lake Elmo Planning Commission at 7:00 p.m.

COMMISSIONERS PRESENT: Williams, Yocum, Dodson, Haggard, Dorschner, Kreimer and Larson;
COMMISSIONERS ABSENT: Lundgren and Morreale; and
STAFF PRESENT: Community Development Director Klatt

Approve Agenda:

Agenda accepted as published.

Approve Minutes: December 13, 2013

M/S/P:Kreimer/Dorschner, move to accept the minutes as presented, ***Vote: 6-0.***

Public Hearing: Zoning Text Amendment – Livestock Ordinance.

Klatt began his presentation by explaining that they are proposing to move the Livestock Ordinance to a comprehensive animal chapter in the code. This change will redefine commercial and private kennels, amend the table and provide for private and commercial kennels through permitted or conditional uses, and allow the keeping of chickens and bees on parcels greater than half an acre with a permit review. The biggest change would allow domestic farm animals on 5 acres vs. the previous 10 acres and will slightly increase the animal equivalent units.

Dodson asked if the chart would be included and if it is cumulative and can interchange animals. Klatt explained that yes it is cumulative. The Planning Commission thought the point system seemed a little confusing and it should be made a little clearer by getting away from the decimal system. Klatt stated that the chart would not be included in the code, but was being use for illustrative purposes.

Larson asked what someone's recourse would be if there was negative impact from the smell of turkeys or chickens on smaller acreage. Klatt stated that we have nuisance and PCA standards to fall back on. Also, on smaller acreage if someone isn't taking good care of the area, the permit could be revoked or not renewed.

Haggard asked about the setbacks for bee hives. Klatt stated that this should probably be looked at.

Dorschner asked if there would be a site visit along with the permit. Klatt stated that if the Planning Commission felt that was important, it could be made part of the standards.

Dodson was wondering if there were any animals that we specifically want to exclude. He also felt that llama should be part of the goat category.

Public hearing opened at 7:48pm.

Written comment was received from Mr. Bob Engstrom in favor of the keeping of bees.

Public hearing closed at 7:49pm.

Larson asked about sounds created by animals, for instance, peacocks can be very noisy. Dodson stated that we need to somewhat tolerant of smell and sounds if we want to live in a rural area.

The Planning Commission thought the definition of chicken was too loose and should be re-worded. Klatt agreed and would check with the clerk to see if it can just be taken out.

Williams asked why the first permit was good for 2 years and only 1 year thereafter. It seems backwards. Kreimer stated that it is probably because the year you apply in would not be a stub year and it would be good the full year after that. Dodson thought the permit should go for 3 years as one year is a lot for staff to administer. Dorschner thought one year is reasonable as that way everyone is on the same schedule. Klatt stated that it would be administratively easier to have a set schedule for them. The Planning Commission agreed that it should stay at every year.

Kreimer & Dorschner thought there should be setbacks from the property line for chickens and bees. The Planning Commission would like to see the smallest acreage for bees be 1 acre.

Haggard was wondering why bee keeping education was only for small acreage and thinks that it should be all or nothing. Klatt stated that the way it is written it would apply to everyone, but believes the intent was for 5 acres or less.

Kreimer suggested that a bee colony be located at least 25 feet from a property line of an adjacent occupied residential lot. The Planning Commission agreed with that wording.

Williams was wondering about the selling of eggs on site as selling honey is specifically talked about. Klatt stated that state law allows people to sell agricultural products produced on site.

M/S/P: Kreimer/Larson, move to postpone consideration of the Livestock Ordinance until further information is obtained from staff ***Vote: 7-0, motion carried unanimously.***

Public Hearing: Zoning Text Amendment – Zoning District Cleanup.

Klatt began his presentation by stating that these amendments are intended to remove outdated zoning districts that are no longer utilized under the City's Comprehensive Plan and official Zoning Map. This cleanup will improve the organization of the document. The cleanup will remove 26 zoning districts, 19 of which are holding districts.

Public hearing opened at 8:40pm.

No written comment was received.

Public hearing closed at 8:41pm.

M/S/P: Larson/Kreimer, move to amend the zoning code to remove outdated zoning districts as presented, ***Vote: 7-0, motion carried unanimously***

Business Item: Sketch Plan Review – Easton Village

Klatt presented a proposed Sketch Plan that includes 224 single family homes and is located in the southeastern portion of the Village. Is located in the MUSA area and will have City water and sewer services. This project is 98 acres in size and comprised of 4 parcels. The gross density is 2.29 units per acre. This is consistent with the comprehensive plan. The zoning is LDR for this property. Part of the property includes green belt buffering and part of the larger planned park. The airport safety zones will come into play to some extent on this property. This property would include the village parkway which would be a minor collector street for the village. There is an existing home to the south of the railroad tracks that has a private crossing of the railroad tracks. This property will need to access one of the internal streets servicing this development. Major things that staff would like to see addressed before preliminary plat are the design of the subdivision and complying with the overall intent and purpose of the Village master plan. There needs to be more connectivity and integrate more traditional neighborhood elements. Want to ensure that there are sidewalks and trails that connect back to the Village and to Reid Park. The AUAR had some mitigation

Kreimer noted that Linden trees in the Stonegate neighborhood have been decimated by Asian Beetles.

Dodson thanked Ryan Bluhm for addressing the Planning Commission's questions.

Dodson noted that he thinks that the City should take a larger role in maintaining common open spaces. In addition, HOAs made up of residents that are often not properly equipped to deal with the many broad issues that a neighborhood may face. Dodson suggested removing condition #5 from the recommended list of conditions. Haggard agreed that neighborhoods are sometimes not equipped to deal with some of these issues, but she does not think it's fair that the City maintains common spaces for certain neighborhoods. Kreimer noted that neighborhoods will likely include much more robust landscaping than the City is equipped to maintain.

Dorschner asked how many HOAs would likely serve the development. Bluhm noted that two HOAs are likely; one HOA for the single family area and one HOA for the townhome area.

Klatt also provided comments regarding HOAs. First, he stated that the City does not have enough capacity to maintain many common open areas.

Lundgren asked about condition #16. Klatt provided further explanation of the process.

Haggard asked if it would be possible to beautify the mail boxes a little bit. Bluhm noted that it could be possible. Haggard also asked if the monument sign has to read "A Lennar Development". Bluhm noted that the applicant would prefer to keep the Lennar name on the monument.

M/S/P: Haggard/Dorschner, move to add a condition that the Planning Commission would encourage the applicant to incorporate the design elements of the City's Theming Study into the proposed mailboxes within the Savona Subdivision, ***Vote: 7-0, motion carried unanimously.***

M/S/P: Lundgren/Dorschner, move to recommend approval of the Savona Final Plat with the 15 conditions of approval as drafted by staff and the Planning Commission, ***Vote: 6-1, motion carried***, with Dodson voting no.

Dodson wanted it known that he voted against the motion due to condition #5, related to the requirement of establishing an HOA to maintain common open areas.

Business Item: Zoning Text Amendment – Livestock Ordinance

Planner Johnson started discussion by stating that they are bringing back a revised version of the ordinance based on the discussion at the last meeting. The most

significant change is raising the minimum lot size for bees from ½ acre to one acre. From earlier discussion, it appears that the Planning Commission would also like to see that change for chickens as well. Johnson noted that this is a fairly conservative approach based on what other communities are doing.

Based on the fact that the public notice for the Planning Commission was only intended to address moving the Livestock Ordinance out of Zoning Code, there will be another public hearing next Tuesday night at the City Council meeting. This public hearing will allow the public to give more input on the proposed amendments to the City's Animal Ordinance, including the addition of bees and chickens on smaller lots.

Kreimer said that the Planning Commission wanted a 25 foot setback from an occupied residential lot for chickens and bees.

Dodson was wondering why Johnson considers the proposed ordinance conservative or cautious. Johnson stated based on the research that staff has completed of what other communities have in their code related to bees and chickens, the proposed approach is fairly conservative.

Dodson wanted clarification of chart because it was a little confusing regarding chickens on less than 5 acres.

Kreimer stated we would need to change the chart to one acre and there is a section that needs to be amended for the setbacks.

Haggard is wondering if it should state that the coops need to be in the backyard. Johnson stated that a coop would follow the accessory structure setback.

M/S/P: Kreimer/Larson, move to recommend approval of the adoption of Animal Ordinance, amending the Zoning Code concerning Livestock and Kennels and amending the Animals Chapter of the General Regulations of the City of Lake Elmo, ***Vote: 6-1, motion carried,*** with Lundgren voting no.

Lundgren wanted to make her position clear that she voted against the motion because she feels that the proposed ordinance does not provide enough opportunity for smaller parcels to have chickens and bees.

Business Item: Zoning Text Amendment – Accessory Structures

Nick Johnson presented a summary of proposed Zoning Ordinance amendments to revise the regulations concerning accessory buildings. Staff is proposing to eliminate the existing accessory building provisions and replace these sections with new language. The City has previously adopted general accessory building requirements as part of the specific zoning district standards.

THE CITY OF LAKE ELMO

MAYOR & COUNCIL COMMUNICATION

DATE: February 18, 2014
REGULAR AGENDA
ITEM #12
ORDINANCE 08-102

AGENDA ITEM: Zoning Map Amendment – Savona Subdivision

SUBMITTED BY: Kyle Klatt, Community Development Director

THROUGH: Dean Zuleger, City Administrator

REVIEWED BY: Planning Commission
Nick M. Johnson, City Planner

SUGGESTED ORDER OF BUSINESS:

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

POLICY RECCOMENDER: The Planning Commission and Staff recommend amending the Lake Elmo Zoning Map to rezone the area that is included as part of the Savona residential subdivision. The proposed map amendment will establish zoning for the area that is consistent with the Comprehensive Plan.

FISCAL IMPACT: None

SUMMARY AND ACTION REQUESTED: The City Council is asked to consider a zoning map amendment to related to the Savona Subdivision being proposed by Lennar Homes. Now that the property owners have an approved Preliminary Plat application and utilities are now available to the site, the applicants are requesting to rezone the properties in a manner consistent with the City's Comprehensive Plan. The Planning Commission and Staff are recommending approval of the Zoning Map Amendment request.

The suggested motion to adopt the Planning Commission recommendation is as follows:

"Move to adopt Ordinance 08-102 amending the Lake Elmo Zoning Map for the area included in the Savona preliminary plat"

LEGISLATIVE HISTORY/PLANNING COMMISSION REPORT: The City Council approved the preliminary plat for the Savona subdivision on August 6, 2013 and later in the year approved a public improvement project to bring sanitary sewer and water to the proposed residential development and area surrounding Savona. At the time of preliminary plat approval, the area included as part of the preliminary plat was and still is zoned RT – Rural Transitional. With the recent extension of public services to the site, the developer is asking the City to amend the Zoning Map for this area to reflect a zoning designation that is consistent with the Comprehensive Plan. In this case, Staff has prepared a zoning map amendment that will change the zoning of the property included in the Savona preliminary plat from RT – Rural Transitional to LDR – Low Density Residential and MDR – Medium Density Residential in accordance with the attached map.

Additional details concerning the property to be rezoned are included in the attached report to the Planning Commission.

The Planning Commission reviewed the proposed zoning map amendment at a meeting on February 10, 2014 and conducted a public hearing on the request at this time. No one spoke in favor or against the proposed map amendment, which was unanimously recommended for approval by the Planning Commission.

BACKGROUND INFORMATION (SWOT):

Strengths: The proposed zoning map amendment is consistent with the Comprehensive Plan, and specifically, the future land use map for this area. The rezoning establishes the zoning regulations that will apply to the subdivision.

Weaknesses: None

Opportunities: With the extension of public services to this area, the transitional zoning can be eliminated, which will allow developers to move forward with development projects.

Threats: None

RECOMMENDATION: Based on the aforementioned, the Planning Commission and Staff are recommending that the City Council amend the zoning map for the land located within the Savona preliminary plat. The suggested motion to adopt the Planning Commission recommendation is as follows:

"Move to adopt Ordinance 08-102 amending the Lake Elmo Zoning Map for the area included in the Savona preliminary plat"

ATTACHMENTS:

1. Ordinance 08-102
2. Planning Commission Report – 2/10/14
3. Official Zoning Map – Existing
4. Official Zoning Map – Proposed
5. Comprehensive Plan – Planned Land Use Map

CITY OF LAKE ELMO
COUNTY OF WASHINGTON
STATE OF MINNESOTA

ORDINANCE NO. 08-102

AN ORDINANCE TO AMEND THE LAKE ELMO CITY CODE BY AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF LAKE ELMO

The City Council of the City of Lake Elmo ordains that Lake Elmo City Code, Section 154.032 Zoning District Map, of the Municipal Code, shall be amended by adding Ordinance No. 08-102, as follows:

Section 1: Zoning Map Amendment. The following property is hereby rezoned from RT – Rural Development Transitional to LDR – Urban Low Density Residential and MDR – Urban Medium Density Residential as depicted on the attached "Exhibit "A" :

The Northeast Quarter of the Southeast Quarter in Section 34, Township 29, Range 27, Washington County, Minnesota.

AND

That part of the West Half of the Southeast Quarter in Section 34, Township 29, Range 21, Washington County, Minnesota, described as follows: Commencing at the West Quarter corner of said Section 34; thence South 00 degrees 00 minutes 40 seconds East, along the west line of said Section 34, a distance of 472.55 feet; thence North 89 degrees 57 minutes 32 seconds East, a distance of 7315.91 feet to the west line of the East Half of the Southwest Quarter of said Section 34; thence South 00 degrees 02 minutes 55 seconds West, along said west line a distance of 531.15 feet; thence South 76 degrees 35 minutes 34 seconds East, a distance of 156.54 feet; thence southeasterly along a tangential curve, concave to the southwest, having a central angle of 15 degrees 36 minutes 34 seconds, a radius of 1060.00 feet for an arc distance of 288. 78 feet; South 60 degrees 59 minutes 01 seconds East, tangent to said curve, a distance of 597. 77 feet; thence southeasterly along o tangential curve, concave to the northeast, having a central angle of 29 degrees 11 minutes 27 seconds, a radius of 760.00 feet for an arc distance of 387.20 feet to the east line of said East Half of the Southwest Quarter and the point of beginning; thence continuing northeasterly along last described curve, concave to the north, having a central angle of 39 degrees 09 minutes 56 seconds, a radius of 760.00 feet for an arc distance of 519.51 feet; thence North 50 degrees 39 minutes 36 seconds East, tangent to said curve, a distance of 410.97 feet; thence northeasterly along a tangential curve concave to the southeast, having a central angle of 20 degrees 49 minutes 17 seconds, a radius of 1060.00 feet for an arc distance of 385.20 feet; thence North 71 degrees 28 minutes 52 seconds East, tangent to said curve, a distance of 202.22 feet to the east line of said West Half of the Southeast Quarter; thence North 00 degrees 01 minutes 13 seconds East, along said east line a distance of 850.00 feet to the north line of said West Half of the Southeast Quarter; thence South 89 degrees 56 minutes 46 seconds West, along said north line a distance of 1321. 74 feet to the northwest corner of said West Half of the Southeast Quarter; thence South 00 degrees 06 minutes 31 seconds West, along the west line of said West Half of the Southeast Quarter, a distance of 1531.03 feet to the point of beginning. (PID 34.029.21.41.0004 and 34.029.21.42.0002)

Section 2: Zoning Map Amendment. The following property is hereby rezoned from RT – Rural Development Transitional to LDR – Urban Low Density Residential as depicted on the attached "Exhibit "A" :

THAT PART OF THE WEST HALF OF THE SOUTHEAST QUARTER IN SECTION 34, TOWNSHIP 29, RANGE 21, WASHINGTON COUNTY, MINNESOTA, DESCRIBED AS FOLLOWS: COMMENCING AT THE WEST QUARTER CORNER OF SAID SECTION 34; THENCE SOUTH 00 DEGREES 00 MINUTES 40 SECONDS EAST, ALONG THE WEST LINE OF SAID SECTION 34, A

DISTANCE OF 472.55 FEET; THENCE NORTH 89 DEGREES 57 MINUTES 32 SECONDS EAST, A DISTANCE OF 1315.91 FEET TO THE WEST LINE OF THE EAST HALF OF THE SOUTHWEST QUARTER OF SAID SECTION 34; THENCE SOUTH 00 DEGREES 02 MINUTES 55 SECONDS WEST, ALONG SAID WEST LINE A DISTANCE OF 531.15 FEET; THENCE SOUTH 76 DEGREES 35 MINUTES 34 SECONDS EAST, A DISTANCE OF 156.54 FEET; THENCE SOUTHEASTERLY ALONG A TANGENTIAL CURVE, CONCAVE TO THE SOUTHWEST, HAVING A CENTRAL ANGLE OF 15 DEGREES 36 MINUTES 34 SECONDS, A RADIUS OF 1060.00 FEET FOR AN ARC DISTANCE OF 288.78 FEET; SOUTH 60 DEGREES 59 MINUTES 01 SECONDS EAST, TANGENT TO SAID CURVE, A DISTANCE OF 597.77 FEET; THENCE SOUTHEASTERLY ALONG A TANGENTIAL CURVE, CONCAVE TO THE NORTHEAST, HAVING A CENTRAL ANGLE OF 29 DEGREES 11 MINUTES 27 SECONDS, A RADIUS OF 760.00 FEET FOR AN ARC DISTANCE OF 387.20 FEET TO THE EAST LINE OF SAID EAST HALF OF THE SOUTHWEST QUARTER AND THE POINT OF BEGINNING; THENCE CONTINUING NORTHEASTERLY ALONG LAST DESCRIBED CURVE, CONCAVE TO THE NORTH, HAVING A CENTRAL ANGLE OF 39 DEGREES 09 MINUTES 56 SECONDS, A RADIUS OF 760.00 FEET FOR AN ARC DISTANCE OF 519.51 FEET; THENCE NORTH 50 DEGREES 39 MINUTES 36 SECONDS EAST, TANGENT TO SAID CURVE, A DISTANCE OF 410.97 FEET; THENCE NORTHEASTERLY ALONG A TANGENTIAL CURVE CONCAVE TO THE SOUTHEAST, HAVING A CENTRAL ANGLE OF 20 DEGREES 49 MINUTES 17 SECONDS, A RADIUS OF 1060.00 FEET FOR AN ARC DISTANCE OF 385.20 FEET; THENCE NORTH 71 DEGREES 28 MINUTES 52 SECONDS EAST, TANGENT TO SAID CURVE, A DISTANCE OF 202.22 FEET TO THE EAST LINE OF SAID WEST HALF OF THE SOUTHEAST QUARTER; THENCE NORTH 00 DEGREES 01 MINUTES 13 SECONDS EAST, ALONG SAID EAST LINE A DISTANCE OF 850.00 FEET TO THE NORTH LINE OF SAID WEST HALF OF THE SOUTHEAST QUARTER; THENCE SOUTH 89 DEGREES 56 MINUTES 46 SECONDS WEST, ALONG SAID NORTH LINE A DISTANCE OF 1321.74 FEET TO THE NORTHWEST CORNER OF SAID WEST HALF OF THE SOUTHEAST QUARTER; THENCE SOUTH 00 DEGREES 06 MINUTES 31 SECONDS WEST, ALONG THE WEST LINE OF SAID WEST HALF OF THE SOUTHEAST QUARTER, A DISTANCE OF 1531.03 FEET TO THE POINT OF BEGINNING.

Section 3: The City Council of the City of Lake Elmo also hereby ordains that the Zoning Administrator shall make the applicable changes to the official zoning map of the City of Lake Elmo.

Section 4: Effective Date. This ordinance shall become effective immediately upon adoption and publication in the official newspaper of the City of Lake Elmo.

This Ordinance No. 08-102 was adopted on this 18th day of February 2014, by a vote of ___ Ayes and ____ Nays.

_____
Mike Pearson, Mayor

ATTEST:

_____
Adam Bell, City Clerk

PLANNING COMMISSION
DATE: 2/10/14
AGENDA ITEM: 4A – PUBLIC HEARING
CASE # 2014 - 06

ITEM: Zoning Map Amendment – Savona Subdivision

SUBMITTED BY: Kyle Klatt, Community Development Director

REVIEWED BY: Nick Johnson, City Planner

SUMMARY AND ACTION REQUESTED:

The Planning Commission is being asked to hold a public hearing for a Zoning Map Amendment related to the Savona Subdivision being proposed by Lennar Homes. Now that the property owners have an approved Preliminary Plat application and utilities are now available to the site, the applicants are requesting to rezone the properties in a manner consistent with the City's Comprehensive Plan. Staff is recommending that the Planning Commission recommend approval of the Zoning Map Amendment request.

REQUEST DETAILS

In a typical subdivision process, applicants will usually request a rezoning action along with a Preliminary Plat application. However, as utilities were not available to the site of the proposed Savona Subdivision at the time of Preliminary Plat approval, the City postponed the rezoning action. At this time, Lennar Homes has now submitted an application for Final Plat for the first phase of their residential subdivision, which includes 44 single family homes. In preparation of this approval the city is also recommending that the Zoning Map be amended along with Final Plat approval.

As part of the Zoning Map Amendment request, there are 4 total parcels that are included in the proposed action. The parcels are located in Phase 1 of the I-94 Corridor Planning Area and are associated with the Savona Preliminary Plat. The Property Identification Numbers (PINs) for the subject parcels (from west to east) are the following: 34.029.21.31.0004, 34.029.21.31.0005, 34.029.21.42.0002, and 34.029.21.41.0004. The parcels are currently zoned Rural Development Transitional District (RT). As proposed in the rezoning action, the first three parcels are proposed to be rezoned Urban Low Density Residential – LDR. The fourth parcel, the former Mulligan Masters site, is proposed to be split between Urban Low Density Residential – LDR and Urban Medium Density Residential – MDR along the boundary of the future minor collector road 5th Street. The proposed zoning is consistent with the approved Preliminary Plat for the Savona Subdivision, as well as the City's Comprehensive Plan (Attachment #3). Given that utilities are now available to the site due to the near completion of the Section 34 Utility Project, and the landowner is now applying for Final Plat for the first phase of the subdivision, now is the appropriate time to move forward with the rezoning action.

RECCOMENDATION:

Staff is recommending that the Planning Commission recommend approval of the Zoning Map Amendment through the following motion:

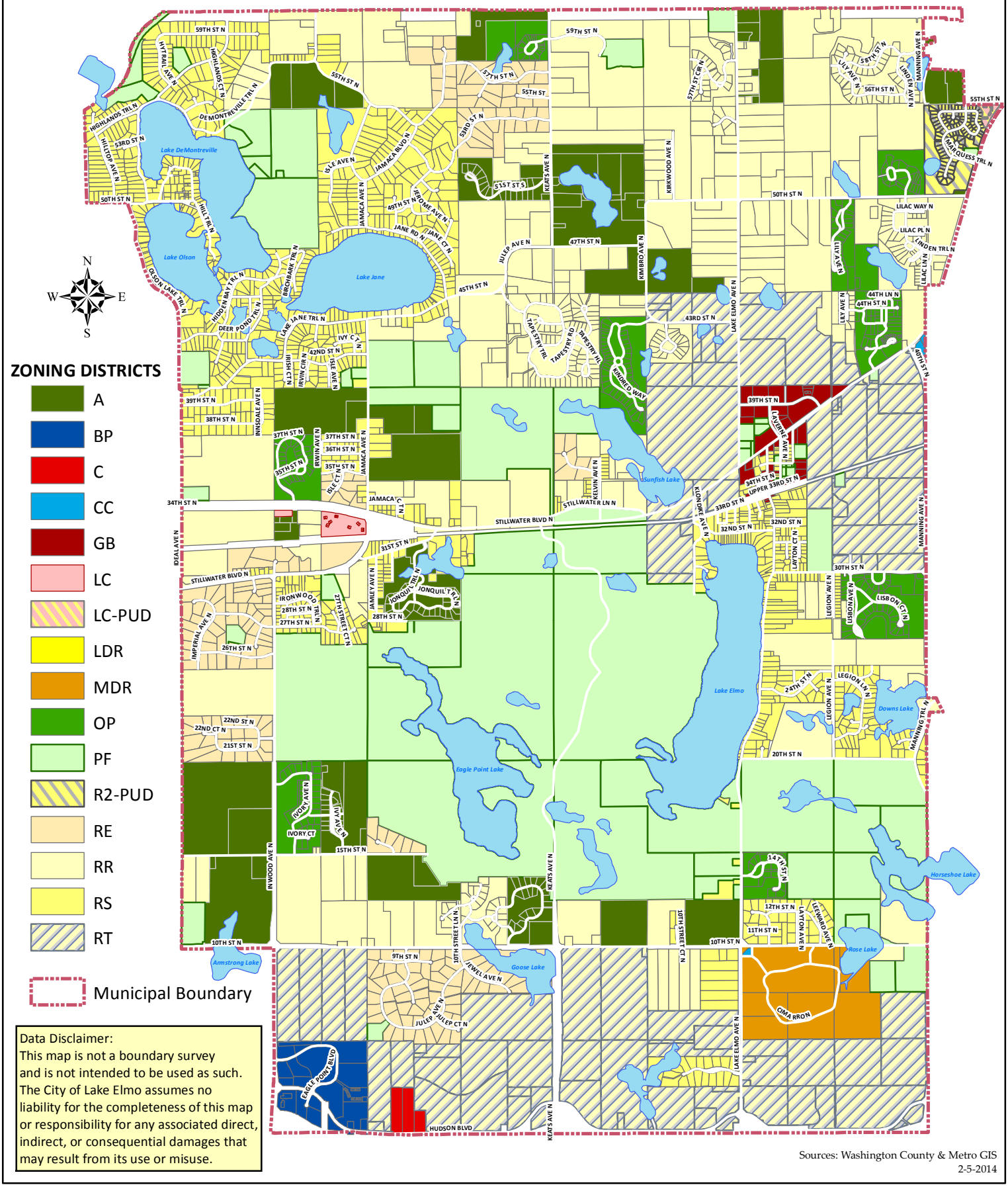
"Move to recommend approval of the Zoning Map Amendment to rezone the parcels associated with the Savona residential subdivision from Rural Development Transitional District to Urban Low Density Residential and Urban Medium Density Residential."

ATTACHMENTS:

1. Official Zoning Map – Existing
2. Official Zoning Map – Proposed
3. Comprehensive Plan – Planned Land Use Map

ORDER OF BUSINESS:

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

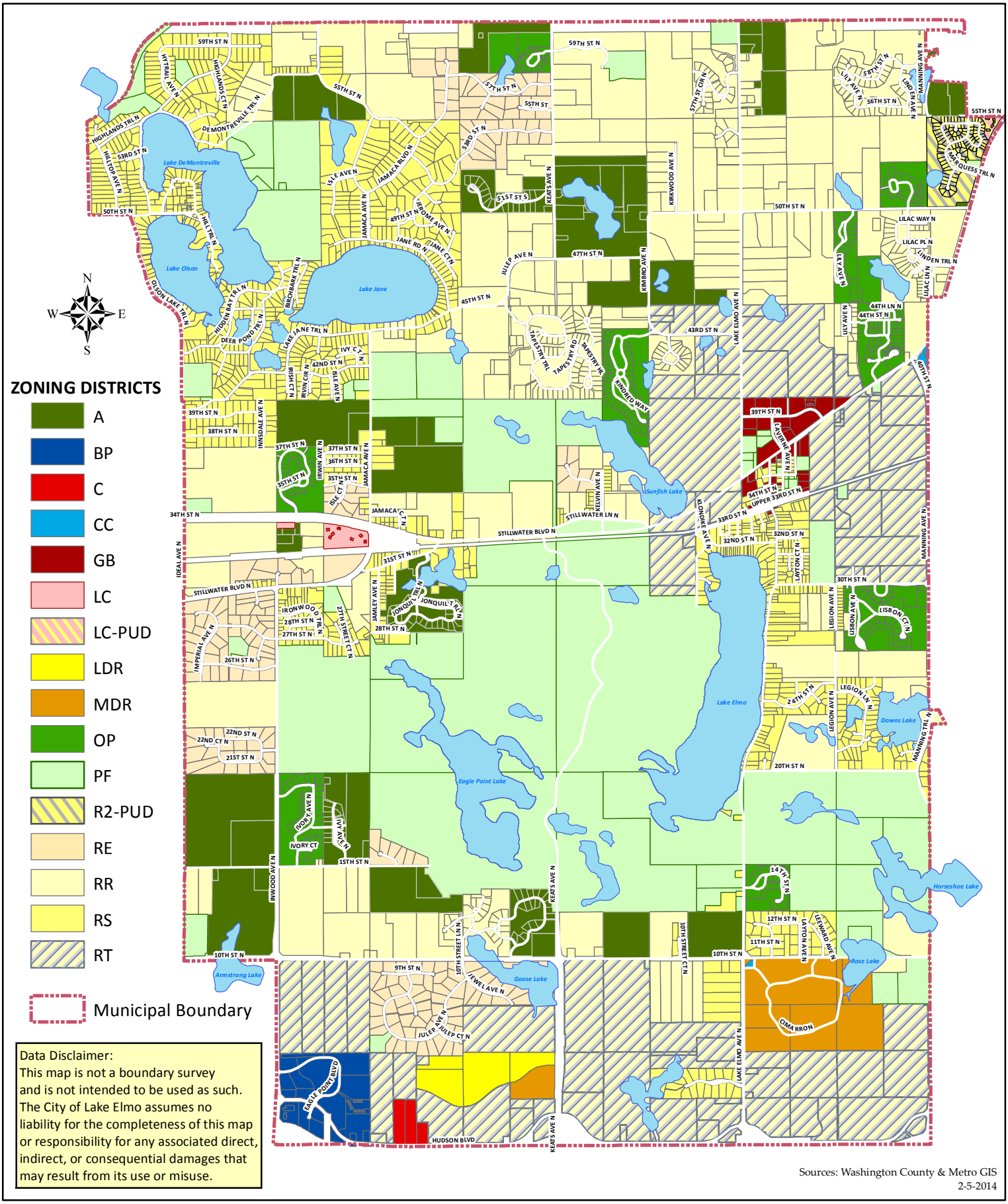


Data Disclaimer:
This map is not a boundary survey and is not intended to be used as such. The City of Lake Elmo assumes no liability for the completeness of this map or responsibility for any associated direct, indirect, or consequential damages that may result from its use or misuse.

Sources: Washington County & Metro GIS
2-5-2014

Official Zoning Map
Existing

THE CITY OF LAKE ELMO



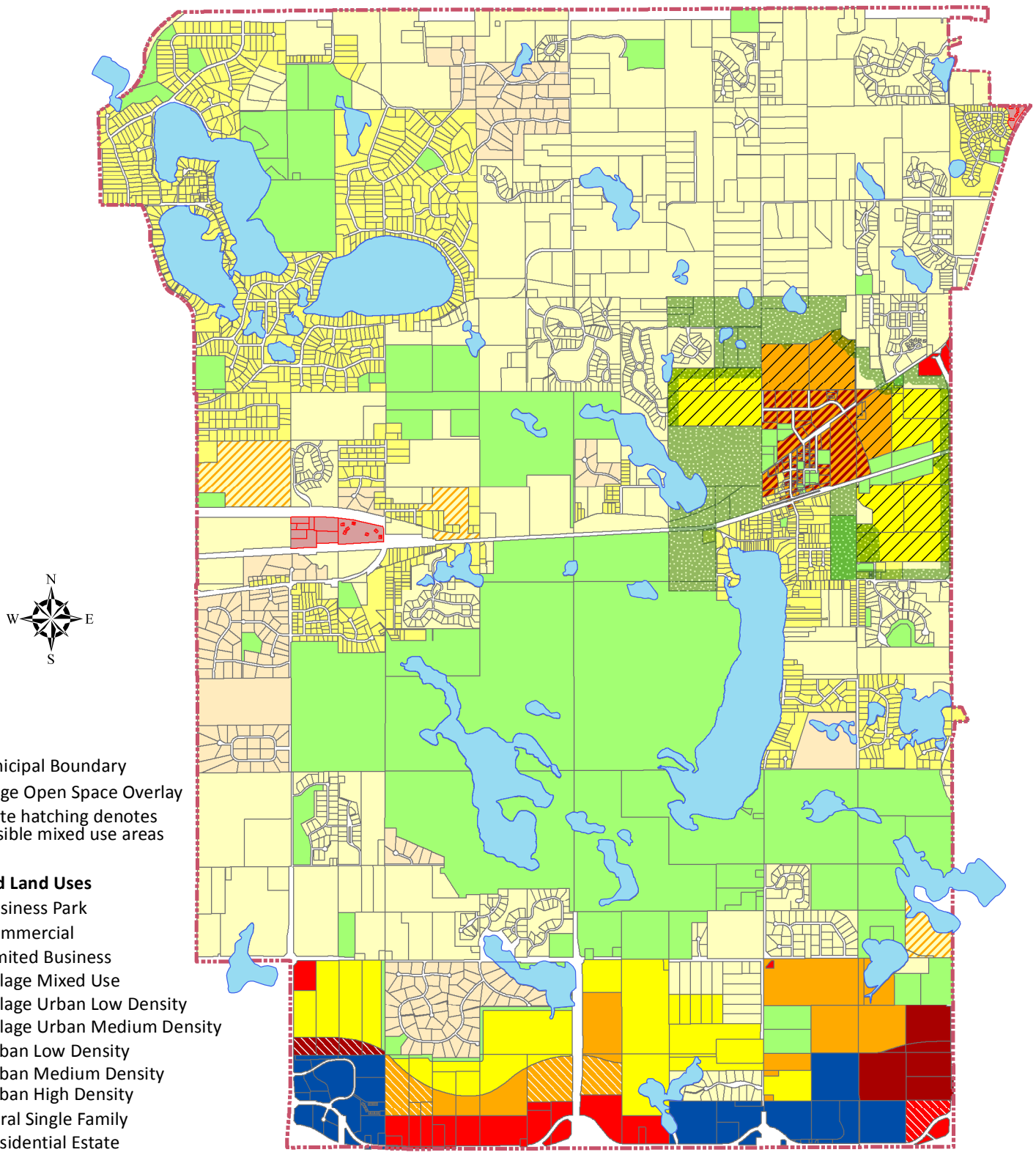
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Sources: Washington County & Metro GIS
2-5-2014

Official Zoning Map
Proposed

THE CITY OF LAKE ELMO

Map 3-3



Sources: Washington County & Metro GIS
12-30-2013

Planned Land Use

Lake Elmo Comprehensive Plan 2030

THE CITY OF LAKE ELMO

THE CITY OF LAKE ELMO

MAYOR & COUNCIL COMMUNICATION

DATE: February 18, 2014
REGULAR AGENDA
ITEM #12
ORDINANCE 08-102

AGENDA ITEM: Zoning Map Amendment – Savona Subdivision

SUBMITTED BY: Kyle Klatt, Community Development Director

THROUGH: Dean Zuleger, City Administrator

REVIEWED BY: Planning Commission
Nick M. Johnson, City Planner

SUGGESTED ORDER OF BUSINESS:

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

POLICY RECCOMENDER: The Planning Commission and Staff recommend amending the Lake Elmo Zoning Map to rezone the area that is included as part of the Savona residential subdivision. The proposed map amendment will establish zoning for the area that is consistent with the Comprehensive Plan.

FISCAL IMPACT: None

SUMMARY AND ACTION REQUESTED: The City Council is asked to consider a zoning map amendment to related to the Savona Subdivision being proposed by Lennar Homes. Now that the property owners have an approved Preliminary Plat application and utilities are now available to the site, the applicants are requesting to rezone the properties in a manner consistent with the City's Comprehensive Plan. The Planning Commission and Staff are recommending approval of the Zoning Map Amendment request.

The suggested motion to adopt the Planning Commission recommendation is as follows:

"Move to adopt Ordinance 08-102 amending the Lake Elmo Zoning Map for the area included in the Savona preliminary plat"

LEGISLATIVE HISTORY/PLANNING COMMISSION REPORT: The City Council approved the preliminary plat for the Savona subdivision on August 6, 2013 and later in the year approved a public improvement project to bring sanitary sewer and water to the proposed residential development and area surrounding Savona. At the time of preliminary plat approval, the area included as part of the preliminary plat was and still is zoned RT – Rural Transitional. With the recent extension of public services to the site, the developer is asking the City to amend the Zoning Map for this area to reflect a zoning designation that is consistent with the Comprehensive Plan. In this case, Staff has prepared a zoning map amendment that will change the zoning of the property included in the Savona preliminary plat from RT – Rural Transitional to LDR – Low Density Residential and MDR – Medium Density Residential in accordance with the attached map.

Additional details concerning the property to be rezoned are included in the attached report to the Planning Commission.

The Planning Commission reviewed the proposed zoning map amendment at a meeting on February 10, 2014 and conducted a public hearing on the request at this time. No one spoke in favor or against the proposed map amendment, which was unanimously recommended for approval by the Planning Commission.

BACKGROUND INFORMATION (SWOT):

Strengths: The proposed zoning map amendment is consistent with the Comprehensive Plan, and specifically, the future land use map for this area. The rezoning establishes the zoning regulations that will apply to the subdivision.

Weaknesses: None

Opportunities: With the extension of public services to this area, the transitional zoning can be eliminated, which will allow developers to move forward with development projects.

Threats: None

RECOMMENDATION: Based on the aforementioned, the Planning Commission and Staff are recommending that the City Council amend the zoning map for the land located within the Savona preliminary plat. The suggested motion to adopt the Planning Commission recommendation is as follows:

"Move to adopt Ordinance 08-102 amending the Lake Elmo Zoning Map for the area included in the Savona preliminary plat"

ATTACHMENTS:

1. Ordinance 08-102
2. Planning Commission Report – 2/10/14
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CITY OF LAKE ELMO
COUNTY OF WASHINGTON
STATE OF MINNESOTA

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Section 2: Zoning Map Amendment. The following property is hereby rezoned from RT – Rural Development Transitional to LDR – Urban Low Density Residential as depicted on the attached "Exhibit "A" :

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Section 3: The City Council of the City of Lake Elmo also hereby ordains that the Zoning Administrator shall make the applicable changes to the official zoning map of the City of Lake Elmo.

Section 4: Effective Date. This ordinance shall become effective immediately upon adoption and publication in the official newspaper of the City of Lake Elmo.

This Ordinance No. 08-102 was adopted on this 18th day of February 2014, by a vote of ___ Ayes and ____ Nays.

_____
Mike Pearson, Mayor

ATTEST:

_____
Adam Bell, City Clerk

PLANNING COMMISSION
DATE: 2/10/14
AGENDA ITEM: 4A – PUBLIC HEARING
CASE # 2014 - 06

ITEM: Zoning Map Amendment – Savona Subdivision

SUBMITTED BY: Kyle Klatt, Community Development Director

REVIEWED BY: Nick Johnson, City Planner

SUMMARY AND ACTION REQUESTED:

The Planning Commission is being asked to hold a public hearing for a Zoning Map Amendment related to the Savona Subdivision being proposed by Lennar Homes. Now that the property owners have an approved Preliminary Plat application and utilities are now available to the site, the applicants are requesting to rezone the properties in a manner consistent with the City's Comprehensive Plan. Staff is recommending that the Planning Commission recommend approval of the Zoning Map Amendment request.

REQUEST DETAILS

In a typical subdivision process, applicants will usually request a rezoning action along with a Preliminary Plat application. However, as utilities were not available to the site of the proposed Savona Subdivision at the time of Preliminary Plat approval, the City postponed the rezoning action. At this time, Lennar Homes has now submitted an application for Final Plat for the first phase of their residential subdivision, which includes 44 single family homes. In preparation of this approval the city is also recommending that the Zoning Map be amended along with Final Plat approval.

As part of the Zoning Map Amendment request, there are 4 total parcels that are included in the proposed action. The parcels are located in Phase 1 of the I-94 Corridor Planning Area and are associated with the Savona Preliminary Plat. The Property Identification Numbers (PINs) for the subject parcels (from west to east) are the following: 34.029.21.31.0004, 34.029.21.31.0005, 34.029.21.42.0002, and 34.029.21.41.0004. The parcels are currently zoned Rural Development Transitional District (RT). As proposed in the rezoning action, the first three parcels are proposed to be rezoned Urban Low Density Residential – LDR. The fourth parcel, the former Mulligan Masters site, is proposed to be split between Urban Low Density Residential – LDR and Urban Medium Density Residential – MDR along the boundary of the future minor collector road 5th Street. The proposed zoning is consistent with the approved Preliminary Plat for the Savona Subdivision, as well as the City's Comprehensive Plan (Attachment #3). Given that utilities are now available to the site due to the near completion of the Section 34 Utility Project, and the landowner is now applying for Final Plat for the first phase of the subdivision, now is the appropriate time to move forward with the rezoning action.

RECCOMENDATION:

Staff is recommending that the Planning Commission recommend approval of the Zoning Map Amendment through the following motion:

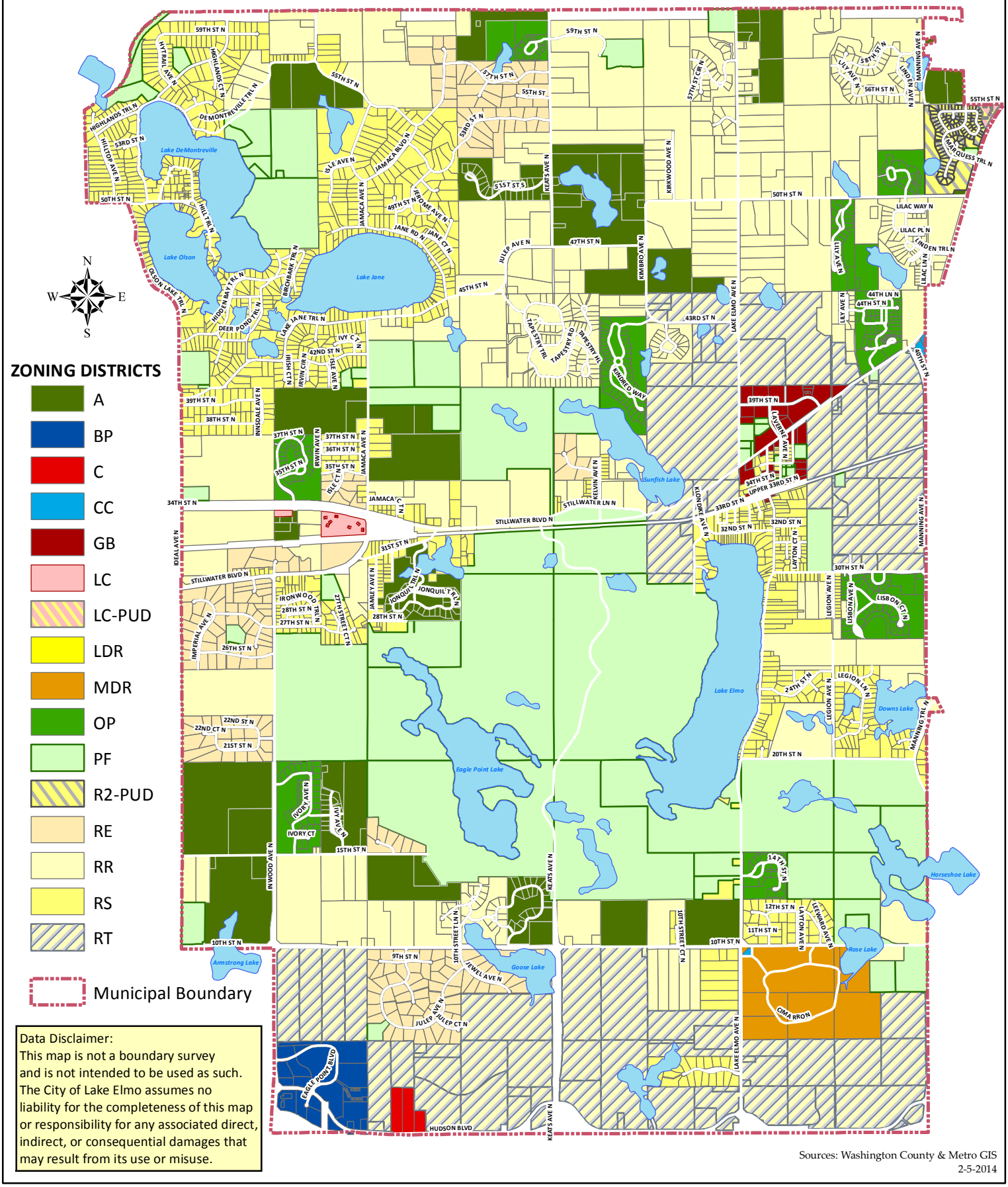
"Move to recommend approval of the Zoning Map Amendment to rezone the parcels associated with the Savona residential subdivision from Rural Development Transitional District to Urban Low Density Residential and Urban Medium Density Residential."

ATTACHMENTS:

1. Official Zoning Map – Existing
2. Official Zoning Map – Proposed
3. Comprehensive Plan – Planned Land Use Map

ORDER OF BUSINESS:

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

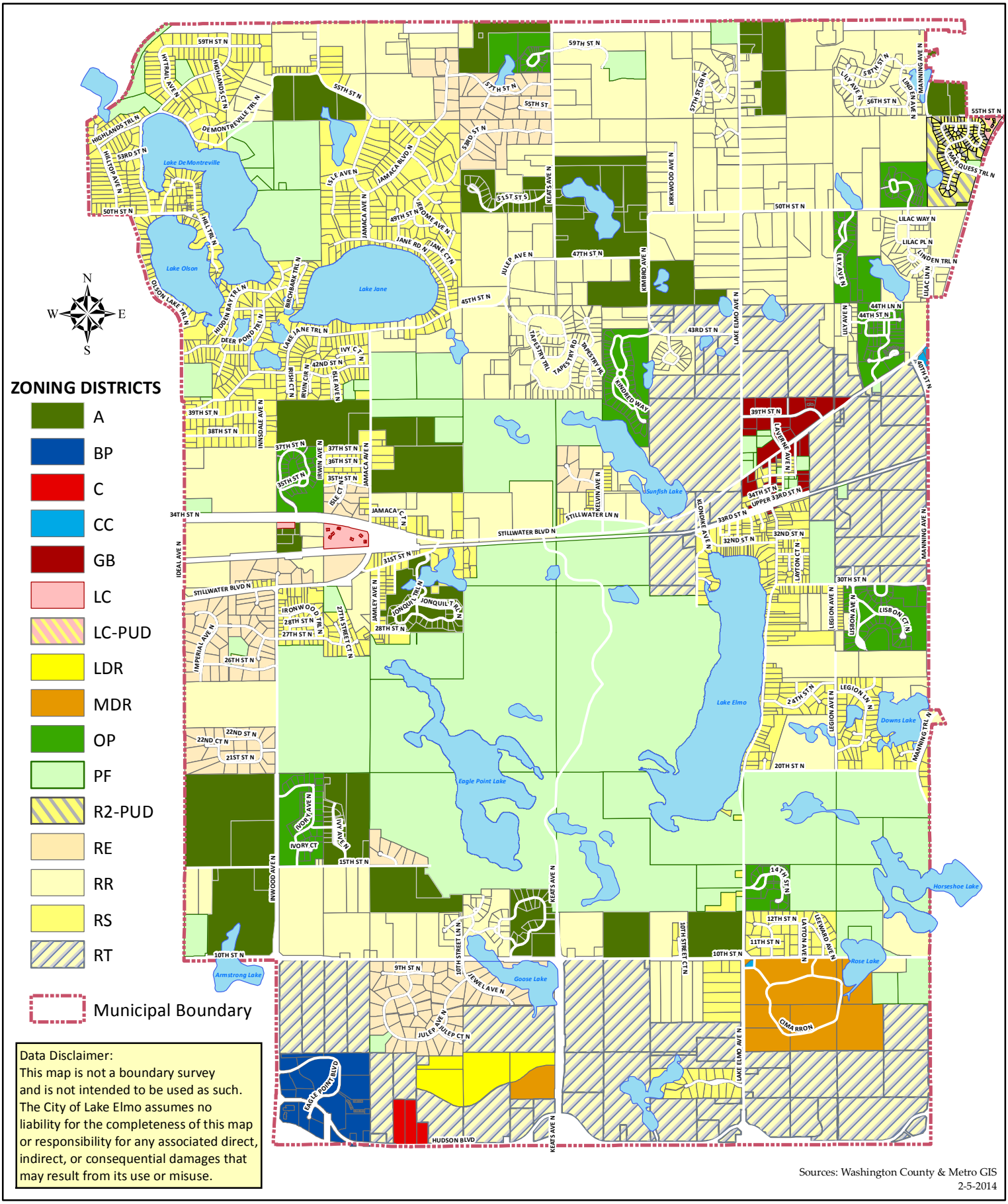


Data Disclaimer:
This map is not a boundary survey and is not intended to be used as such. The City of Lake Elmo assumes no liability for the completeness of this map or responsibility for any associated direct, indirect, or consequential damages that may result from its use or misuse.

Sources: Washington County & Metro GIS
2-5-2014

Official Zoning Map
Existing

THE CITY OF LAKE ELMO



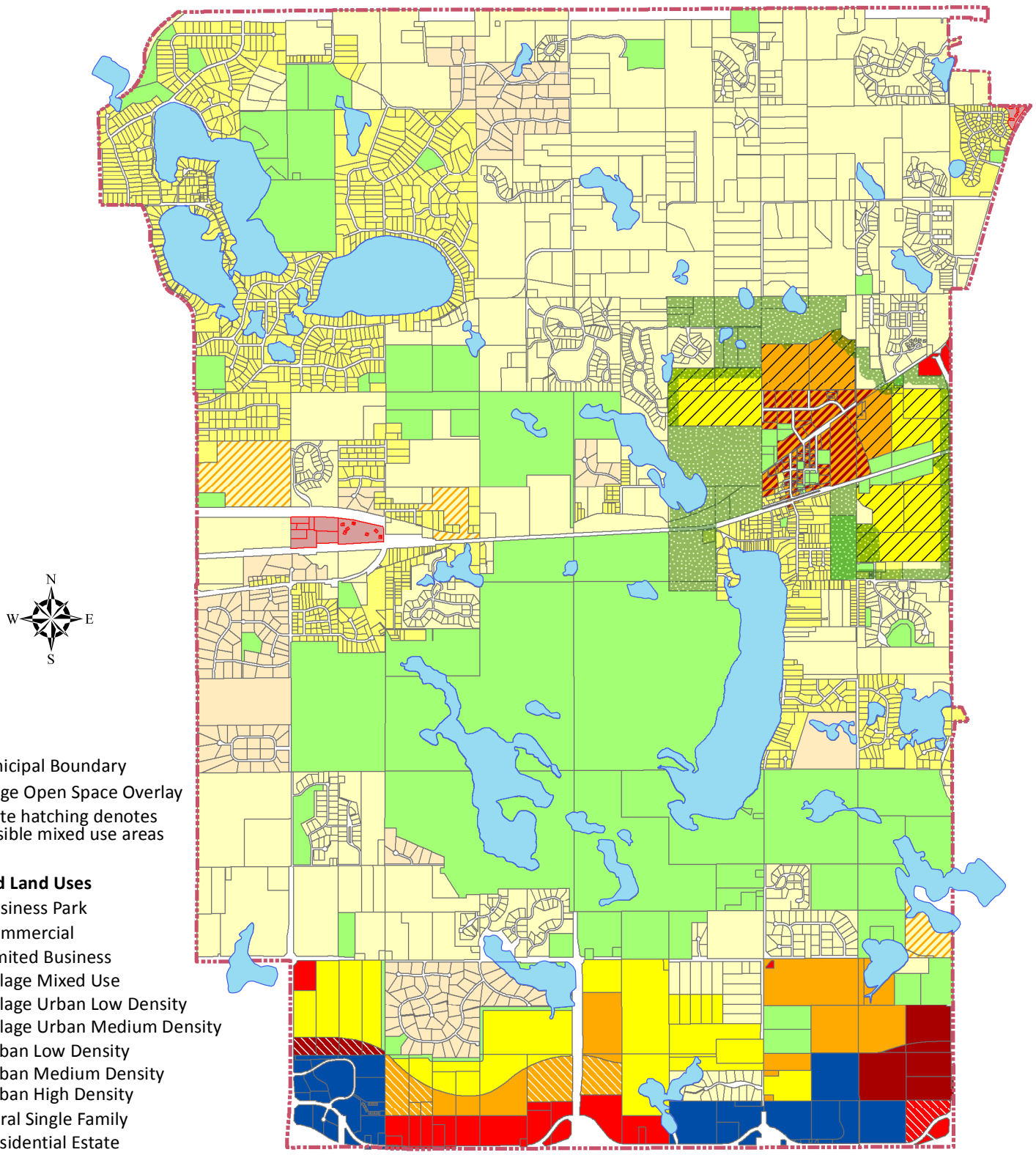
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Sources: Washington County & Metro GIS
2-5-2014

Official Zoning Map
Proposed

THE CITY OF LAKE ELMO

Map 3-3



Sources: Washington County & Metro GIS
12-30-2013

Planned Land Use

Lake Elmo Comprehensive Plan 2030

THE CITY OF LAKE ELMO

THE CITY OF LAKE ELMO

MAYOR & COUNCIL COMMUNICATION

DATE: February 18, 2014
REGULAR
ITEM # 13
RESOLUTION 2014-013

AGENDA ITEM: Savona Residential Subdivision – Final Plat (Phase 1)

SUBMITTED BY: Kyle Klatt, Community Development Director

THROUGH: Dean Zuleger, City Administrator

REVIEWED BY: Planning Commission
Nick Johnson, City Planner

SUGGESTED ORDER OF BUSINESS:

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

POLICY RECCOMENDER: The Planning Commission is recommending that the City Council approve a final plat request from Lennar Corporation for the first phase of a planned 310 unit residential development to be located on 112.6 acres west of Keats Avenue and within the City's I-94 corridor planning area. The final plat will include 44 single-family lots, all of which will be accessed via an initial extension of the 5th Street Parkway off of Keats Avenue.

The Planning Commission considered the final plat at its February 10, 2014 meeting and a summary of the Commission's report and recommendation are included below.

FISCAL IMPACT: TBD – the City will be asked to review a developer's agreement concerning the final plat at its March 4, 2014 meeting. The agreement will include a detailed accounting of any development costs that will be the responsibility of the City.

SUMMARY AND ACTION REQUESTED: The City Council is being asked to consider a final plat request from Lennar Corporation for approval of a final plat for the first phase of the Savona residential development. The final plat includes 44 single-family residential lots, and the

related construction plans for the improvements necessary to serve these homes. The City Council approved the Savona Preliminary Plat on August 6, 2013, which covered approximately 113 acres of land within the I-94 Corridor planning area. There are 310 single family and multi-family residential units planned within the entire subdivision, and the final plat covers only a portion of the overall total of units that will eventually be platted. Lennar has finalized its purchase of the land included in the final plat area, and is acting as the sole applicant for this request.

The Planning Commission considered this matter at its February 10, 2014 meeting and recommended approval of the final plat as presented and subject to conditions of approval.

The suggested motion to adopt the Planning Commission recommendation is as follows:

"Move to adopt Resolution No. 2014-013 approving the final plat for Savona"

LEGISLATIVE HISTORY/PLANNING COMMISSION REPORT: The attached Staff report to the Planning Commission includes detailed information concerning the final plat in addition to the staff review and analysis of the request. The preliminary plat was approved by the City Council on August 6, 2013, and this approval included a series of conditions that must be met by the applicant. In response to these conditions, the applicant prepared a revised set of preliminary development plans that addressed the outstanding issues and changes that were requested by the City. Included in the Staff analysis is a line-by-line review of the conditions attached to the preliminary plat.

The Planning Commission considered the proposed final plat at its February 10, 2014 meeting and recommended approval with two additional conditions of approval, one of which was requested by Staff to address issues concerning street numbering in the area, and the second was added by the Planning Commission to address concerns regarding the design of the community mailboxes. The additional conditions are proposed to read as follows:

14) Jewel Avenue North shall be renamed Juniper Avenue on the final plat that is submitted for recording.

15) The developer is encouraged to incorporate elements from the Lake Elmo Theming Study into the final design of the community mailboxes within Savona.

The Commission generally discussed the future ownership and maintenance of the common areas within the development, and the applicant noted that there would be a homeowner's association (HOA) responsible for the common areas within the development. Staff stated that one of the recommended conditions of approval was intended to define the responsibility of the HOA for maintenance of landscaping on public property.

The Planning Commission adopted a motion to recommend approval of the final plat consistent with the findings as noted in the attached Resolution No. 2014-109 and including all conditions of approval as listed in the resolution. The vote on the motion unanimous at 6-1, with the

dissenting commission stating his desire for the City to assume responsibility for the common areas within the development.

Since the Planning Commission meeting, Staff has continued to discuss the future alignment of 5th Street in the western portion of the Savona development area with the three affected property owners, but to date, there has been no formal agreement between these parties concerning the alignment. Without a documented agreement concerning the alignment, the City could face potential challenges when future subdivisions in this area are brought forward. To address concerns regarding the lack of a formal agreement between the parties to date, Staff is recommending a final condition of approval in addition to those recommended by the Planning Commission that would read as follows:

16) The applicant shall submit to the City an affidavit signed by Lennar Corporation, Amaris Custom Homes, and Dale Properties agreeing to an alignment of 5th Street within the western portion of the Savona subdivision that moves the road further south of the alignment shown on the preliminary plat.

BACKGROUND INFORMATION (SWOT):

Strengths	• The proposed plat is consistent with preliminary plat subject to the conditions being recommended by Staff and the Planning Commission.
Weaknesses	• Several conditions of approval must be met by the applicant, including revisions to the final construction plans to address comments from the City Engineer.
Opportunities	• The plat will result in the construction of the first segment of the planned 5th Street minor collector road. • The plat includes the City's first extension of sanitary sewer service into an urban residential zoning district.
Threats	• At present, the City has not received any formal documentation that the affected parties have agreed to a re-alignment of 5th Street.

RECOMMENDATION: The Planning Commission and Staff are recommending that the City Council approve the final plat for Savona with 16 conditions of approval. The suggested motion to adopt the Planning Commission recommendation is as follows:

"Move to adopt Resolution No. 2014-013 approving the final plat for Savona"

ATTACHMENTS:

1. Resolution No. 2014-013
2. Planning Commission Staff Report – 2/10/14
3. Application Form

4. Preliminary Plat Response (Westwood Engineering)
5. City Engineer Review Letter
6. Valley Branch Watershed District Permit
7. Construction Plans: Grading, Drainage, and Erosion Control
8. Construction Plans: Sanitary Sewer, Water Main, Storm Sewer and Streets
9. Phase 1 Landscape Plans
10. Post-Development Drainage Area Plan

CITY OF LAKE ELMO
WASHINGTON COUNTY, MINNESOTA

RESOLUTION NO. 2014-013

A RESOLUTION APPROVING A FINAL PLAT FOR SAVONA

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

WHEREAS, U.S. Home Corporation (d/b/a Lennar), 16305 36th Avenue North, Suite 600, Plymouth, MN (Applicant) has submitted an application to the City of Lake Elmo (City) for a Final Plat for Savona, a copy of which is on file in the City of Lake Elmo Community Development Department; and

WHEREAS, the Lake Elmo Planning Commission held a public hearing on July 22, 2013 to consider the Savona Preliminary Plat and continued discussion on the Preliminary Plat until its July 29, 2013 meeting; and

WHEREAS, the Lake Elmo Planning Commission has submitted its report and recommendation concerning the Preliminary Plat as part of a memorandum to the City Council for the August 6, 2013 City Council Meeting; and

WHEREAS, the Lake Elmo Planning Commission adopted a motion recommending approval of the Preliminary Plat; and

WHEREAS, the City Council reviewed the Preliminary Plat request at its August 6, 2013 meeting and adopted Resolution No. 2013-064 approving the Preliminary Plat; and

WHEREAS, the Lake Elmo Planning Commission met on February 10, 2014 to review the Final Plat for Savona consisting of 44 single-family detached residential lots; and

WHEREAS, on February 10, 2014 the Lake Elmo Planning Commission adopted a motion to recommend that the City Council approve the Final Plat for Savona with conditions; and

WHEREAS, the City Council reviewed the recommendation of the Planning Commission and the Final Plat for Savona at a meeting held on February 18, 2014; and

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 Final Plat is found in the Lake Elmo City Code, Section 153.08.

2) That all the requirements of said City Code Section 153.07 related to the Final Plan and Final Plat have been met by the Applicant.

3) That the proposed Final Plat for Savona consists of the creation of 44 single-family detached residential structures.

4) That the Savona Final Plat is consistent with the Preliminary Plat and Plans as approved by the City of Lake Elmo on August 8, 2013 and revised on November 25, 2013.

5) That the Savona Final Plat is consistent with the Lake Elmo Comprehensive Plan and the Future Land Use Map for this area.

6) That the Savona Final Plat complies with the City's Urban Low Density Residential zoning district regulations.

7) That the Savona Final Plat complies with all other applicable zoning requirements, including the City's landscaping, storm water, sediment and erosion control and other ordinances.

8) That the Savona Final Plat complies with the City's subdivision ordinance.

9) That the Savona preliminary plat is consistent with the City's engineering standards with one exception as noted by the City Engineer in his review comments to the City dated February 7, 2014.

CONCLUSIONS AND DECISION

NOW, THEREFORE, BE IT RESOLVED THAT the City Council does hereby approve the Final Plat for Savona subject to the following conditions:

1) Final grading, drainage, and erosion control plans, utility plans, sanitary and storm water management plans, and street and utility construction plans shall be reviewed and approved by the City Engineer prior to the recording of the Final Plat. All changes and modifications to the plans requested by the City Engineer shall be incorporated into these documents before they are approved.

2) The developer shall provide evidence in a form satisfactory to the City Attorney that warrants it has fee interest in area included in the Savona Final Plat.

3) Prior to the execution of the Final Plat by City officials, the Developer shall enter into a Developer's Agreement acceptable to the City Attorney and approved by the City Council that delineates who is responsible for the design, construction, and payment of the required improvements with financial guarantees therefore.

4) All easements as requested by the City Engineer and Public Works Department shall be documented on the Final Plat prior to the execution of the final plat by City Officials.

5) A Common Interest Agreement concerning management of the common areas of Savona and establishing a homeowner's association shall be submitted in final form to the Community Development Director before a building permit may be issued for any structure within this subdivision. The applicant shall also enter into a maintenance agreement with the City that clarifies the individuals or entities responsible for any landscaping installed in areas outside of land dedicated as public park and open space on the final plat

6) The applicant shall work with the City to determine the required park land dedication for the entire Savona subdivision prior to the recording of the final plat. Any payments in lieu of land dedication for the entire subdivision will be pro-rated based on the percentage of the overall subdivision included in the final plat.

7) The landscape plan shall be reviewed and approved by an independent forester or landscape architect prior to the City's final approval of the construction plans.

8) The applicant shall provide evidence that all conditions attached the Valley Branch Watershed District permit for the final plat and associated grading work have been met prior to the commencement of any grading activity.

9) The applicant must provide written authorization to perform the proposed work in the Electrical Transmission easement areas prior to the release of the final plat for recording. Work includes installation of storm sewer pipe, grading activities, and storm water ponding.

10) The applicant shall provide evidence that Washington County has approved final construction plans for all required work within the Keats Avenue right-of-way as described in a letter from the County dated July 3, 2013.

11) The final construction plans related to the 5th Street Minor Collector road shall be revised to be consistent with the City's design specifications for this road. These revisions shall be reviewed in conjunction with the other changes requested by the City Engineer.

12) The final construction plans shall be revised to incorporate a multi-purpose trail within the western portion of the Keats Avenue right-of-way and north of 5th Street consistent with Washington County design specifications.

13) The final construction plans shall be revised to include the additional storm sewer elements and street construction as specified in a review letter from the City Engineer dated February 7, 2014. These revisions shall be reviewed in conjunction with the other changes requested by the City Engineer.

14) Jewel Avenue North shall be renamed Juniper Avenue on the final plat that is submitted for recording.

15) The developer is encouraged to incorporate elements from the Lake Elmo Theming Study into the final design of the community mailboxes within Savona.

16) The applicant shall submit an affidavit to the City signed by Lennar Corporation, Amaris Custom Homes, and Dale Properties agreeing to an alignment of 5th Street within the western portion of the Savona subdivision that moves the road further south of the alignment shown on the preliminary plat.

Passed and duly adopted this 18th day of February 2014 by the City Council of the City of Lake Elmo, Minnesota.

_____
Mike Pearson, Mayor

ATTEST:

_____
Adam Bell, City Clerk

PLANNING COMMISSION
DATE: 2/10/13
AGENDA ITEM: 5A – BUSINESS ITEM
CASE # 2014-04

ITEM: Savona Residential Subdivision – Final Plat (Phase 1)

SUBMITTED BY: Kyle Klatt, Planning Director

REVIEWED BY: Nick Johnson, City Planner
Jack Griffin, City Engineer

SUMMARY AND ACTION REQUESTED:

The Planning Commission is being asked to consider a Final Plat request from Lennar Corporation for the first phase of a planned 310 unit residential development to be located on 112.6 acres west of Keats Avenue and within the City's I-94 corridor planning area. The final plat will include 44 single-family lots, all of which will be accessed via an initial extension of the 5th Street Parkway off of Keats Avenue. Staff is recommending approval of the request subject to compliance with a series of conditions as listed in this report.

GENERAL INFORMATION

Applicant: U.S. Home Corporation, D/B/A Lennar, 16305 36th Avenue North, Suite 600, Plymouth, MN

Property Owners: U.S. Home Corporation, D/B/A Lennar, 16305 36th Avenue North, Suite 600, Plymouth, MN

Location: Part of Section 34 in Lake Elmo, north of I-94, west of Keats Avenue, and south of Goose Lake. PID Numbers 34.029.21.42.0002; 34.029.21.41.0004

Request: Application for final plat approval of a 44 unit residential subdivision to be named Savona.

Existing Land Use and Zoning: Agricultural land, closed and abandoned golf driving range and practice facility. Current Zoning: RT – Rural Transitional Zoning District; Proposed Zoning: LDR and MDR

Surrounding Land Use and Zoning: North – active mining and gravel operation; west, south and east – agricultural land

Comprehensive Plan: Urban Low Density Residential (2.5 – 4 units per acre) and Urban Medium Density Residential (4.5 – 7 units per acre)

History: Sketch Plan review by Planning Commission on 12/10/12. EAW approved by the City Council on 7/2/13. Preliminary Plat approved on 8/6/13

Deadline for Action: Application Complete – 1/21/14
60 Day Deadline – 3/21/14
Extension Letter Mailed – No

120 Day Deadline – 5/21/14

Applicable Regulations: Chapter 153 – Subdivision Regulations
Article 10 – Urban Residential Districts (LDR)
§150.270 Storm Water, Erosion, and Sediment Control

REQUEST DETAILS

The City of Lake Elmo has received a request from Lennar Corporation for final plat approval of the first phase of the Savona residential development. The final plat includes 44 single family residential lots and the infrastructure necessary to support the future homes on these lots. The City Council approved the Savona Preliminary Plat on August 6, 2013, which covered 113 acres of land within the I-94 Corridor planning area. There are 310 single family and multi-family residential units planned within the entire subdivision, and the final plat covers only a portion of the overall total of units that will eventually be platted. Lennar has finalized its purchase of the land included in the final plat area, and is acting as the sole applicant for this request.

The final plat area represents the initial project phase of the overall Savona development, and will include the construction of the first phase of the 5th Street minor collector road. The developer intends to build homes in the subdivision moving generally from the east to the west, extending infrastructure to serve each phase with future projects. Likewise, the developer will be grading the site in phases as well, with all of the phase one grading occurring within the limits of the final plat. This grading will be necessary to establish the overall storm water management system on the site, but the plan will be revised when the individual lots are created as part of a future development phase. The applicant has submitted detailed construction plans for related to sanitary sewer, water main, storm sewer, grading, drainage, erosion control, landscaping, and other details that have been reviewed by the City Engineer.

The City's subdivision ordinance establishes the procedure for obtaining final subdivision approval, in which case a final plat may only be reviewed after the City takes action on a preliminary plat. As long as the final plat is consistent with the preliminary approval, it must be approved by the City. Please note that the City's approval of the Savona Preliminary Plat did include a series of conditions that must be met by the applicant, which are addressed in the "Review and Analysis" section below. There are no public hearing requirements for a final plat.

Because the City has not yet established zoning for any of the properties along the I-94 Corridor outside of the RT – Rural Transitional Zone, Staff has prepared a zoning map amendment for the Savona area that will be considered by the Planning Commission at its February 10th meeting. With the proposed final plat area, all of the property north of 5th Street will be LDR (Urban Low Density Residential) and the larger outlot south of 5th Street will be MDR (Urban Medium Density Residential).

Staff has reviewed the final plat and found that it is consistent with the preliminary plat that was approved by the City. The developer has recently updated the preliminary plan submissions to comply with the conditions of approval, and the final plat application incorporates these updates as well. Please note that the final plat now includes proposed street names, while the construction plans have not yet been updated to reflect this information.

The City Engineer has reviewed the final plat, and his comments are attached to this report. Although there are some additional revisions to the final construction plans that will need to be addressed by the applicant, the majority of these revisions can be made before the City releases the

final plat for recording. The Engineer does denote four issues that could impact the final plat; and Staff is recommending a condition of approval for each of these (which means that they must be addressed in order for any final approvals to be granted.

REVIEW AND ANALYSIS

The preliminary plat for Savona was approved with several conditions, which are indicated below along with Staff's comments on the status of each. For those items and issues that are not directly addressed below, Staff has provided additional comments following the preliminary plat conditions list. Staff is recommending approval of the final plat, but with additional conditions intended to address the outstanding issues that will require additional review and/or documentation.

Please also note that the applicant has also provided a response to the preliminary plat conditions and their response is included as an attachment to this report.

Preliminary Plat Conditions – With Staff Update Comments (updated information in bold italics):

1) Within six months of preliminary plat approval, the applicant shall complete the following: a) the applicant shall provide adequate title evidence satisfactory to the City Attorney; b) the applicant shall pay all fees associated with the preliminary plat; c) the applicant shall submit a revised preliminary plat and plans meeting all conditions of approval. All of the above conditions shall be met prior to the City accepting an application for final plat and prior to the commencement of any grading activity on the site. ***Comments: a) all title work will need to be submitted and reviewed by the City Attorney before an City officials sign the final plat; b) the applicant has submitted an escrow payment related to the preliminary plat application that is being used to cover Staff and consultant expenses related to the City's review; c) revised preliminary plat and plans have been received by the City and were found to address all previous comments. No grading has occurred on the site to date, and the City is proceeding with a review of the final plat.***

2) The applicant shall dedicate a minimum of 30 feet of land around the "Exception" parcel in the northwest portion of the Savona subdivision to allow for the construction of an eight-foot bituminous trail to the western edge of the subdivision and to allow for sufficient room for drainage and utilities adjacent to "Street A". ***Comments: The preliminary plat and plans have been revised to address this condition. Although the applicant is proposing to use a portion of the street right-of-way for the trail, there is a 30-foot area around all portions of the exception parcel for the trail. This proposed configuration is a reasonable compromise to still provide access to the exception parcel.***

3) The applicant shall provide for a minimum green belt/buffer of 100 feet around all of the adjacent Stonegate subdivision, and must revise the preliminary plat in the vicinity of Lots 1 and 2 of Block 10 to properly account for this buffer. ***Comments: The applicant is proposing to acquire an easement from the adjacent property owner in order to account for the buffer requirement. Staff has found this alternative to be an acceptable approach since it cannot be accomplished without the implicit approval of the effected property owner in Stonegate. If no agreement can be reached between the applicant and neighboring property owner, the final plat for this area will need to account for the buffer. Because the current final plat does not impact this portion of the site, this condition may be addressed as part of a future final plat.***

4) The eight-foot bituminous trail located within Outlot A shall be moved off of the property line of the adjacent Stonegate subdivision and shall be designed to continue into the property to the north and to provide a connection to "Street A". ***Comments: The preliminary plans have been updated to address this requirement.***

5) The trail within the green belt/buffer area is encouraged to be located within the southern one-third or eastern one-third of the buffer and as close as possible to the lots within the Savona subdivision. ***Comments: The preliminary plans have been updated to address this requirement. The applicant further notes that the "design and plans have been revised to shift the trail to the southern portion of the buffer outlot, except as otherwise required due to grading, drainage, and topography challenges. The trail meanders to provide for a pleasant user experience, avoids the existing wetland, and minimizes impacts on property owners on either side".***

6) The sidewalk along "Street A" must continue along this street until its termination point at the northern boundary of the subdivision. ***Comments: The preliminary plans have been updated accordingly, but it outside the scope public improvements planned for phase 1.***

7) The applicant shall work with the City and Washington County to identify and reserve sufficient space for a future trail corridor along the western right-of-way line of Keats Avenue. ***Comments: The applicant notes that they have identified a preferred alignment for a trail along Keats Avenue, but this alignment is not depicted in the final construction plans. Staff is recommending that this trail be included as part of the final plans.***

8) The landscape plan shall be updated to include tree protection fencing in all areas where grading will be near trees intended for preservation. ***Comments: Tree preservation fencing has been added to the final plans.***

9) The landscape plan shall be reviewed and approved by an independent forester or landscape architect in advance of the approval of a final plat and final construction plans. ***Comments: Staff has previously reviewed the tree preservation and protection plan and found the plan to be in compliance with the City Code. The proposed boulevard plantings conform to the City's planting requirements for streets. Staff is still seeking an independent review of the landscape plans that will need to be completed prior to the City's acceptance of final construction documents.***

10) Sidewalks shall be required on both sides of the public street providing access to the multi-family housing portion of the subdivision. ***Comments: The preliminary plans have been updated.***

11) The applicant shall be responsible for the construction of all improvements within the Keats Avenue (CSAH 19) right-of-way as required by Washington County and further described in the review letter received from the County dated July 3, 2013. The required improvements shall include, but not be limited to: construction of a new median crossing, closure and restoration of the existing median crossing in this area, continuation of the planned ten-foot bituminous trail through the median, tum lanes, and other improvements as required by the County. ***Comments: The final construction plans have been modified to include all requirement improvements as requested by Washington County. The City will need to verify that these plans have received final approval by the County.***

12) The applicant shall observe all other County requirements as specified in the Washington County review letter dated July 3, 2013. ***Comments: The final construction plans have been revised in response to these comments.***

13) The developer shall follow all of the rules and regulations spelled out in the Wetland Conservation Act, and shall acquire the needed permits from the appropriate watershed districts prior to the commencement of any grading or development activity on the site. ***Comments: The applicant has received a permit from the Valley Branch Watershed District (attached) for the grading work proposed in the final plans. This permit includes conditions that must be met prior to the commencement of any grading work on the site.***

14) The applicant shall submit revised preliminary plans that incorporate the changes made to the western portion of the preliminary plat, and specifically, the rearrangement of lots around the "Exception" parcel. ***Comments: The revised lot configuration has been included in the updated preliminary plans.***

15) The applicant shall enter into a maintenance agreement with the City that clarifies the individuals or entities responsible for any landscaping installed in areas outside of land dedicated as public park and open space on the final plat. ***Comments: The applicant has indicated that there will be a homeowner's association created for this development; however, the City has not yet received documentation that this association has been established. A maintenance agreement and evidence that the HOA has been established should be retained as a condition of approval for the final plat.***

16) The developer shall be required to pay a fee in lieu of park land dedication equivalent to the fair market value for the amount of land that is required to be dedicated for such purposes in the City's Subdivision Ordinance less the amount of land that is accepted for park purposes by the City. Any cash payment in lieu of land dedication shall be paid by the applicant prior to the release of the final plat for recording. ***Comments: Staff still needs to review the updated preliminary plat with the applicant to determine the final park land dedication calculations. Staff is recommending that any payment of fees in lieu of land dedication (if required) be pro-rated based on the percentage of the final plat area compared to the entire Savona development.***

17) Any land under which public trails are located will be accepted as park land provided the developer constructs said trails as part of the public improvements for the subdivision. ***Comments: The dedication of land associated with trails will be reviewed in accordance with the preceding condition.***

18) The applicant shall provide for an active recreation area (either public or private) within the multi-family portion of the subdivision. This area shall be sufficient for a small play structure or other similar improvement subject to review and approval by the Planning Director. ***Comments: The revised preliminary plans include a small play area within the multi-family area. The details concerning this play area will need to be submitted with a final plat for the townhouse area.***

19) No more than half of the residential units depicted on the preliminary plat (155) may be approved as part of a final plat until a second access is provided to the subdivision, either via a connection to Hudson Boulevard to the south, Inwood Avenue (CSAH 13) to the west, or back to Keats

Avenue (CSAH 19) through the property to the north of Savona. ***Comments: The proposed final plat includes 44 units, which means the applicant may plat an additional 111 units before this condition needs to be met.***

20) A future realignment of 5th Street along the western border of the plat may be considered by the City Council as part of the final plat submission for this are provided the realignment does not result in any significant modifications to the preliminary plat. ***Comments: Given the other pending developments in this area and the need to establish a final alignment for 5th Street sooner than later, Staff has requested that the applicant provide a signed affidavit from all impacted property owners in this area agreeing to the necessary land transactions needed to perform the road re-alignment. Staff is not recommending that the City Council take action on the final plat application until this document is submitted to the City. Since this re-alignment falls outside the scope of the proposed improvements, Staff is does not believe this issue should prevent the Commission from makings its recommendation to the City Council.***

21) The applicant must enter into a separate grading agreement with the City prior to the commencement of any grading activity in advance of final plat and plan approval. The City Engineer shall review any grading plan that is submitted in advance of a final plat, and said plan shall document extent of any proposed grading on the site. ***Comments: The applicant is intending to commence grading shortly after the City approval of the final plat; therefore, this condition will not pertain to those portions of the preliminary plat that have already received final approval from the City.***

22) The preliminary grading, drainage and erosion control plan must be revised to address the comments from the City Engineer in his review letter dated July 9, 2013 regarding the size of specific ponds in relation to the drainage areas that are served by these ponds. ***Comments: The applicant has provided additional documentation to the City Engineer regarding the storm water management ponds in conjunction with the revised preliminary plans. As noted above, these plans have been approved by the Valley Branch Watershed District subject to conditions of approval.***

23) The preliminary plans must be revised to incorporate all proposed improvements within the 5th Street right-of-way. All improvements as requested by the City shall be included in these plans and the design shall be consistent with City specifications and with the concept plan prepared for the City by Dainon Farber and Associates. ***Comments: Since the approval of the Savona Preliminary Plat, the City has complete final design specifications for 5th Street and has forwarded these plans to the applicant. The final construction plans as submitted are very close to the City's final design, but may need small revisions to fully comply with the City's standards.***

24) All required modifications to the plans as requested by the City Engineer in a review letter dated July 9, 2013 shall be incorporated into the plans prior to consideration of a final plat. Specific requirements include, but are not limited to, the following:

    a. The applicant must provide the city a letter of approval to perform the proposed work in the BP Pipeline easement. Work includes installation of storm sewer pipe, grading activities, and relocation of the High Pressure Gas line, if necessary.

b. The applicant must provide the city a letter of approval to perform the proposed work in the Electrical Transmission easement areas. Work includes installation of storm sewer pipe, grading activities, and storm water ponding.

Comments: the final construction plans include work within the power line easement, and the applicant has not yet submitted any written documentation to the City that this work will be authorized by the easement holder. The applicant's response to the conditions of approval notes that they have been in contact with this easement holder, and that there do not appear to be any issues with obtaining this formal permission. Staff is recommending that this condition be carried forward as part of the City's final plat approval, which means that the final plat would need to be revised if the applicant is not able to secure the necessary consent.

25) The City will not accept an application for final plat approval until the 429 public improvement project for Section 34 has been ordered by the City Council. If the City Council does not order this project, the applicant must revise the preliminary plans to provide adequate utilities to serve the subdivision. Any such plan revisions will be subject to review and approval by the City Council. ***Comments: The Section 34 public improvement project has been ordered by the City and the project is substantially complete as of today's date.***

26) The applicant shall secure any necessary permits for the multi-family area, including but not limited to a conditional use permit to allow for single family detached residences that do not have frontage on a public street, at the time a final plat is submitted for this area. ***Comments: The final plat will not create any multi-family lots, which will be platted as part of a future development phase.***

27) The applicant is encouraged to preserve or re-use as many trees as possible that are currently located on the former golf facility property and to incorporate these trees as part of the landscape plan for the Savona subdivision. ***Comments: The applicant has stated their intent to preserve these trees if possible, however, based on observed site conditions, it does not appear that many of these trees will be salvageable due to the sandy soil conditions.***

28) The applicant shall work with the Planning Director to name all streets in the subdivision prior to submission of a final plat. ***Comments: The applicant has agreed to the street names as proposed by Staff. The proposed names have been designed to comply with the County's uniform addressing system.***

Staff is recommending that the conditions noted above that pertain to the final plat and that have not yet been addressed by the applicant should be adopted with the final plat. The City Engineer's review letter does identify several issues that need to be addressed by the developer in order for the City to deem the final plans complete; however, nearly all of these concerns are related to the construction plans and should not have any bearing on the final plat. Staff is recommending that City Officials not sign the final plat mylars until the City's construction plan review is finalized and all necessary easements are documented on the final plat.

Based on the above Staff report and analysis, Staff is recommending approval of the final plat with several conditions intended to address the outstanding issues noted above and to further clarify the City's expectations in order for the developer to proceed with the recording of the final plat.

The recommended conditions are as follows:

Recommended Conditions of Approval:

1) Final grading, drainage, and erosion control plans, utility plans, sanitary and storm water management plans, and street and utility construction plans shall be reviewed and approved by the City Engineer prior to the recording of the Final Plat. All changes and modifications to the plans requested by the City Engineer shall be incorporated into these documents before they are approved.

2) The developer shall provide evidence in a form satisfactory to the City Attorney that warrants it has fee interest in area included in the Savona Final Plat.

3) Prior to the execution of the Final Plat by City officials, the Developer shall enter into a Developer's Agreement acceptable to the City Attorney and approved by the City Council that delineates who is responsible for the design, construction, and payment of the required improvements with financial guarantees therefore.

4) All easements as requested by the City Engineer and Public Works Department shall be documented on the Final Plat prior to the execution of the final plat by City Officials.

5) A Common Interest Agreement concerning management of the common areas of Savona and establishing a homeowner's association shall be submitted in final form to the Community Development Director before a building permit may be issued for any structure within this subdivision. The applicant shall also enter into a maintenance agreement with the City that clarifies the individuals or entities responsible for any landscaping installed in areas outside of land dedicated as public park and open space on the final plat

6) The applicant shall work with the City to determine the required park land dedication for the entire Savona subdivision prior to the recording of the final plat. Any payments in lieu of land dedication for the entire subdivision will be pro-rated based on the percentage of the overall subdivision included in the final plat.

7) The landscape plan shall be reviewed and approved by an independent forester or landscape architect prior to the City's final approval of the construction plans.

8) The applicant shall provide evidence that all conditions attached the Valley Branch Watershed District permit for the final plat and associated grading work have been met prior to the commencement of any grading activity.

9) The applicant must provide written authorization to perform the proposed work in the Electrical Transmission easement areas prior to the release of the final plat for recording. Work includes installation of storm sewer pipe, grading activities, and storm water ponding.

10) The applicant shall provide evidence that Washington County has approved final construction plans for all required work within the Keats Avenue right-of-way as described in a letter from the County dated July 3, 2013.

11) The final construction plans related to the 5th Street Minor Collector road shall be revised to be consistent with the City's design specifications for this road. These revisions shall be reviewed in conjunction with the other changes requested by the City Engineer.

12) The final construction plans shall be revised to incorporate a multi-purpose trail within the western portion of the Keats Avenue right-of-way and north of 5th Street consistent with Washington County design specifications.

13) The final construction plans shall be revised to include the additional storm sewer elements and street construction as specified in a review letter from the City Engineer dated February 7, 2014. These revisions shall be reviewed in conjunction with the other changes requested by the City Engineer.

DRAFT FINDINGS

Staff is recommending that the Planning Commission consider the following findings with regards to the proposed Savona preliminary plat:

- That the Savona Final Plat is consistent with the Preliminary Plat and Plans as approved by the City of Lake Elmo on August 8, 2013 and revised on November 25, 2013.
- That the Savona Final Plat is consistent with the Lake Elmo Comprehensive Plan and the Future Land Use Map for this area.
- That the Savona Final Plat complies with the City's Urban Low Density Residential zoning district.
- That the Savona Final Plat complies with all other applicable zoning requirements, including the City's landscaping, storm water, sediment and erosion control and other ordinances.
- That the Savona Final Plat complies with the City's subdivision ordinance.
- That the Savona preliminary plat is consistent with the City's engineering standards with one exception as noted by the City Engineer in his review comments to the City dated February 7, 2014.

RECCOMENDATION:

Staff recommends that the Planning Commission recommend approval of the Final Plat for Savona with the 13 conditions of approval as listed in the Staff report. Suggested motion:

"Move to recommend approval of the Savona Final Plat with the 13 conditions of approval as drafted by Staff"

ATTACHMENTS:

1. Application Form
2. Preliminary Plat Response (Westwood Engineering)
3. City Engineer Review Letter
4. Valley Branch Watershed District Permit
5. Construction Plans: Grading, Drainage, and Erosion Control
6. Construction Plans: Sanitary Sewer, Water Main, Storm Sewer and Streets
7. Phase 1 Landscape Plans
8. Post-Development Drainage Area Plan

ORDER OF BUSINESS:

- Introduction ..... Planning Staff
- Report by Staff ..... Planning Staff
- Questions from the Commission ..... Chair & Commission Members
- Discussion by the Commission ..... Chair & Commission Members
- Action by the Commission ..... Chair & Commission Members

Fee $_____

City of Lake Elmo
DEVELOPMENT APPLICATION FORM

- ☐ Comprehensive Plan Amendment
- ☐ Zoning District Amendment
- ☐ Text Amendment
- ☐ Flood Plain C.U.P. Conditional Use Permit
- ☐ Conditional Use Permit (C.U.P.)
- ☐ Variance * (See below)
- ☐ Minor Subdivision
- ☐ Lot Line Adjustment
- ☐ Residential Subdivision Sketch/Concept Plan
- ☐ Site & Building Plan Review
- ☒ Residential Subdivision Preliminary/Final Plat
  - ○ 01 – 10 Lots
  - ○ 11 – 20 Lots
  - ⊗ 21 Lots or More
- ☐ Excavating & Grading Permit
- ☐ Appeal
- ☐ PUD

APPLICANT: Joe Jabbouki 16305 36th Ave N. Suite 600 Plymouth MN 55446
(Name) (Mailing Address) (Zip)

TELEPHONES: 952-249-3094 612 490-6076
(Home) (Work) (Mobile) (Fax)

FEE OWNER: US Home Corporation DBA Lennar (Same as Applicant)
(Name) (Mailing Address) (Zip)

TELEPHONES: SAME
(Home) (Work) (Mobile) (Fax)

PROPERTY LOCATION (Address and Complete (Long) Legal Description): See attached legal description on the final plat

DETAILED REASON FOR REQUEST: Final Plat Submittal for the SAVONA project. See Attached transmittal for a summary of our application materials

*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 — Date 12/16/2013

Signature of Applicant — Date

November 26, 2013

Westwood Professional Services
7699 Anagram Drive
Eden Prairie, MN 55344

MAIN 952-937-5150
FAX 952-937-5822
TOLL FREE 1-888-937-5150
EMAIL wps@westwoodps.com
www.westwoodps.com

Westwood

Kyle Klatt
Planning Director
City of Lake Elmo
3800 Laverne Ave North
Lake Elmo, MN 55042

Re: Savona Preliminary Plat Conditions of Approval
File 0000565.00

Dear Kyle:

As part of the Preliminary Plat approval for Savona, a number of conditions were incorporated into the resolution that needed to be met or addressed prior to the City's acceptance of a Final Plat application. We have revised the preliminary plan sets to address these conditions in advance of our Final Plat application. Revised preliminary plans are included for your review. The following is a point by point response to each of the conditions of approval and outlines how we have addressed each item.

NOW, THEREFORE, BE IT RESOLVED THAT *the City Council does hereby approve the preliminary plat for Savona subject to the following conditions:*

1) *Within six months of preliminary plat approval, the applicant shall complete the following: a) the applicant shall provide adequate title evidence satisfactory to the City Attorney; b) the applicant shall pay all fees associated with the preliminary plat; c) the applicant shall submit a revised preliminary plat and plans meeting all conditions of approval. All of the above conditions shall be met prior to the City accepting an application for final plat and prior to the commencement of any grading activity on the site.*

   1a: To be submitted with final plat.

   1b: It Lennar's understanding that all fees relating to the preliminary plat are current. If there are any fees outstanding, please submit an invoice directly to Lennar.

   1c: Plans are attached.

2) *The applicant shall dedicate a minimum of 30 feet of land around the "Exception" parcel in the northwest portion of the Savona subdivision to allow for the construction of an eight-foot bituminous trail to the western edge of the subdivision and to allow for sufficient room for drainage and utilities adjacent to "Street A".*

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Design and plans have been revised to accommodate a minimum of 30' land area around the NW exception parcel, as measured from property line to back of curb.

3) *The applicant shall provide for a minimum green belt/buffer of 100 feet around all of the adjacent Stonegate subdivision, and must revise the preliminary plat in the vicinity of Lots 1 and 2 of Block 10 to properly account for this buffer.*

Design and plans provide for a 100' green belt /buffer adjacent to Stonegate properties. While this buffer distance is reduced on our property to 50' wide in the vicinity of Lots 1 & 2, we have been in discussions with the adjacent property owner in regards to the acquisition of a trail/greenway easement to meet the required 100' buffer width. This proposed easement area is noted on the plans, and falls entirely within the existing overhead powerline easement so as to not further encumber this property.

4) *The eight-foot bituminous trail located within Outlot A shall be moved off of the property line of the adjacent Stonegate subdivision and shall be designed to continue into the property to the north and to provide a connection to "Street A".*

Plans have been revised accordingly.

5) *The trail within the green belt/buffer area must be located within the southern one-third or eastern one-third of the buffer and as close as possible to the lots within the Savona subdivision.*

Design and plans have been revised to shift the trail to the southern portion of the buffer outlot, except as otherwise required due to grading, drainage, and topography challenges. The trail meanders to provide for a pleasant user experience, avoids the existing wetland, and minimizes impacts on property owners on either side.

6) *The sidewalk along "Street A" must continue along this street until its termination point at the northern boundary of the subdivision.*

Plans have been revised accordingly.

7) *The applicant shall work with the City and Washington County to identify and reserve sufficient space for a future trail corridor along the western right-of-way line of Keats Avenue.*

Sufficient space for a future trail corridor appears to exist within the current county ROW. In our review of the existing site conditions and topography,

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we have identified the preferred alignment and lowest impact route to fall within the ROW when considering the existing berms, ponding slopes, and landscaping areas that will serve as an adequate buffer for future housing.

8) *The landscape plan shall be updated to include tree protection fencing in all areas where grading will be near trees intended for preservation.*

Plans have been revised accordingly.

9) *The landscape plan shall be reviewed and approved by an independent forester or landscape architect in advance of the approval of a final plat and final construction plans.*

Acknowledged.

10) *Sidewalks shall be required on both sides of the public street providing access to the multi-family housing portion of the subdivision.*

Plans have been revised accordingly.

11) *The applicant shall be responsible for the construction of all improvements within the Keats Avenue (CSAH 19) right-of-way as required by Washington County and further described in the review letter received from the County dated July 3, 2013. The required improvements shall include, but not be limited to: construction of a new median crossing, closure and restoration of the existing median crossing in this area, continuation of the planned ten-foot bituminous trail through the median, turn lanes, and other improvements as required by the County.*

Acknowledged. Final plans will include said improvements.

12) *The applicant shall observe all other County requirements as specified in the Washington County review letter dated July 3, 2013.*

Acknowledged.

13) *The developer shall follow all of the rules and regulations spelled out in the Wetland Conservation Act, and shall acquire the needed permits from the appropriate watershed districts prior to the commencement of any grading or development activity on the site.*

Acknowledged.

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14) The applicant shall submit revised preliminary plans that incorporate the changes made to the western portion of the preliminary plat, and specifically, the rearrangement of lots around the "Exception" parcel.

Plans have been revised accordingly.

15) The applicant shall enter into a maintenance agreement with the City that clarifies the individuals or entities responsible for any landscaping installed in areas outside of land dedicated as public park and open space on the final plat.

Acknowledged. Land dedicated to the City of Lake Elmo for public uses should be maintained by the City of Lake Elmo. A homeowners association will be established to maintain areas that do not fall within a private lot or public land. Homeowners association documents will be provided with the final plat.

16) The developer shall be required to pay a fee in lieu of park land dedication equivalent to the fair market value for the amount of land that is required to be dedicated for such purposes in the City's Subdivision Ordinance less the amount of land that is accepted for park purposes by the City. Any cash payment in lieu of land dedication shall be paid by the applicant prior to the release of the final plat for recording.

Acknowledged. Lennar would like to begin working with the City of Lake Elmo on the determination of fair market value.

17) Any land under which public trails are located will be accepted as park land provided the developer constructs said trails as part of the public improvements for the subdivision.

Acknowledged.

18) The applicant shall provide for an active recreation area (either public or private) within the multi-family portion of the subdivision. This area shall be sufficient for a small play structure or other similar improvement subject to review and approval by the Planning Director.

Design and plans have been revised to illustrate the proposed elements of the active recreation area within the townhome portion of the project. Additional details will be provided to City staff regarding specifications of proposed furnishings at final design.

19) No more than half of the residential units depicted on the preliminary plat (155) may be approved as part of a final plat until a second access is provided to the subdivision, either via a connection to Hudson Boulevard to the south,

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Inwood Avenue (CSAH 13) to the west, or back to Keats Avenue (CSAH 19) through the property to the north of Savona.

Acknowledged.

20) *A future realignment of 5th Street along the western border of the plat may be considered by the City Council as part of the final plat submission for this are provided the realignment does not result in any significant modifications to the preliminary plat.*

Acknowledged.

21) *The applicant must enter into a separate grading agreement with the City prior to the commencement of any grading activity in advance of final plat and plan approval. The City Engineer shall review any grading plan that is submitted in advance of a final plat, and said plan shall document extent of any proposed grading on the site.*
Lennar requests the City provide a copy of the grading agreement if only in draft form. If weather permits, Lennar would like to start grading as soon as possible.

22) *The preliminary grading, drainage and erosion control plan must be revised to address the comments from the City Engineer in his review letter dated July 9, 2013 regarding the size of specific ponds in relation to the drainage areas that are served by these ponds.*
We have prepared final stormwater calculations and drawing revisions to address the city and watershed review comments. These are attached for your review.

23) *The preliminary plans must be revised to incorporate all proposed improvements within the 5th Street right-of-way. All improvements as requested by the City shall be included in these plans and the design shall be consistent with City specifications and with the concept plan prepared for the City by Damon Farber and Associates.*

Plans have been revised to incorporate improvements (lighting, landscaping) that are generally consistent with the 5th Street concept prepared by Damon Farber.

24) *All required modifications to the plans as requested by the City Engineer in a review letter dated July 9, 2013 shall be incorporated into the plans prior to consideration of a final plat. Specific requirements include, but are not limited to, the following:*

Westwood

a. *The applicant must provide the city a letter of approval to perform the proposed work in the BP Pipeline easement. Work includes installation of storm sewer pipe, grading activities, and relocation of the High Pressure Gas line, if necessary.*

b. *The applicant must provide the city a letter of approval to perform the proposed work in the Electrical Transmission easement areas. Work includes installation of storm sewer pipe, grading activities, and storm water ponding.*

We have been in contact with both BP and Xcel regarding the proposed work to be completed within the easement areas. As final plans are completed, we will continue to coordinate with these utility companies to gain their final approvals. We do not anticipate a formal letter of approval until the plans are final. The work proposed within the Electrical Transmission easement is a part of the initial phase, so we hope to gain their approval within the next few months. Work within the BP easement would not take place until future phases, so we do not anticipate final plans for this area until 2015 or beyond.

25) *The City will not accept an application for final plat approval until the 429 public improvement project for Section 34 has been ordered by the City Council. If the City Council does not order this project, the applicant must revise the preliminary plans to provide adequate utilities to serve the subdivision. Any such plan revisions will be subject to review and approval by the City Council.*

The 429 project has been approved.

26) *The applicant shall secure any necessary permits for the multi-family area, including but not limited to a conditional use permit to allow for single family detached residences that do not have frontage on a public street, at the time a final plat is submitted for this area.*
Acknowledged.

27) *The applicant is encouraged to preserve or re-use as many trees as possible that are currently located on the former golf facility property and to incorporate these trees as part of the landscape plan for the Savona subdivision.*
Acknowleged.

28) *The applicant shall work with the Planning Director to name all streets in the subdivision prior to submission of a final plat.*

Acknowledged.

Westwood

Please contact us if you have any questions.

Sincerely,

WESTWOOD PROFESSIONAL SERVICES

Cory Meyer & Ryan Blum
Sr. Project Managers

CC: Joe Jablonski, Lennar Corporation

MEMORANDUM

FOCUS ENGINEERING, inc.

Cara Geheren, P.E. 651.300.4261
Jack Griffin, P.E. 651.300.4264
Ryan Stempski, P.E. 651.300.4267
Chad Isakson, P.E. 651.300.4285

Date: February 7, 2014

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

Re: Savona
Final Plat Review

An engineering review has been completed for the Savona development by Lennar Corporation. A Final Plat submittal and Construction Plans were received on January 28, 2014. The submittal consisted of the following documentation prepared by Westwood Professional Services, Inc.:

- Construction Plans for Phase 1 Sanitary Sewer, Watermain, Storm Sewer, and Streets, dated 01.16.2014.
- Construction Plans for Grading, Drainage and Erosion Control, dated 01.16.2014.
- Landscape Plan, Phase 1, dated 01.20.2014.
- Stormwater Management Narrative, dated 01.21.2014.
- Figure for Stormwater Management Narrative, not dated.

STATUS/FINDINGS: The Construction Plans as submitted remain incomplete and are not ready for construction. In addition, several design elements fail to meet city specified requirements and engineering design standards. Many of the comments below represent repeat requests from the previous city review comments.

The following comments summarize the major issues that may impact Final Plat documentation and/or easements.

1. The design as proposed relies heavily on the use of the electrical transmission easement areas for stormwater management and storm sewer piping systems. To date the city has not been provided any documentation indicating permission for this infrastructure to be placed within these areas. The proposed infrastructure will be owned and maintained by the city, therefore the city requires unrestricted ability to own, operate and maintain this infrastructure in perpetuity. No construction activity should be allowed until this issue is fully resolved.
2. The design of 5th Street must be revised to reflect the city standard section, including boulevard layout and dimensions, grading and drainage facilities, appropriate vertical curve profiles, and pavement section details.
3. The plans do not provide sufficient easements for the ongoing operation and maintenance of the proposed infrastructure. Easement widths must be labeled for each pipe and shown on the utility plans. Easement widths must be a minimum of 30 feet for utilities not located on Outlots or within city R/W. Wider easements may be required for deep pipes to meet OSHA excavation requirements. It is the applicant's responsibility to carefully review the plans to ensure all easements as required above have been provided as part of the Final Plat. Plan revisions and/or additional easements must be addressed for at least the following areas:

- Storm sewer run from CB 159 to STMH 156 (north of Street G). This run is also located in the Electrical Transmission easement area, which requires written permission from the owner.
- Storm sewer run from CBMH 106 to STMH 71 encroaches onto Block 5, Lot 11.
- Storm sewer run from CBMH 74 to STMH 52 encroaches onto future Townhome locations.
- Additional easement is needed around CB 119 and CB 122.

4. The storm sewer system in the rear yards of Block 2 and the extension of Street F and related utilities between Block 1 and Block 2 should be added to Phase 1 construction plans if Block 2 is to be considered part of the Phase 1 Final Plat.

The following comments summarize the issues that must be addressed to facilitate additional construction plan review. The city will resume review of construction plans upon receipt of updated plans with a point by point response letter.

GENERAL PLAN REQUIREMENTS AND COMMENTS

1. Specifications must be submitted in accordance with the requirements of the city engineering design standards manual.
2. City standard plan notes must be placed on the plan sheets, incorporating the notes as an integral part of the construction plan set. Applicant's plan notes must not contradict city plan notes and/or details. City standard plan notes must be removed from the detail sheets.
3. Remove comment from all plan sheets "Bituminous pavement and concrete sections to be in accordance with the recommendations of the Geotechnical Engineer".
4. The applicant has requested an exception to the city standards to allow for a 6.5% sidewalk grade along Streets E and F. The maximum allowable grade along residential streets is 8%. However, the maximum allowable street grade with a sidewalk is 6.0%. Engineering recommends approval of this exception.
5. No additional design exceptions have been noted and requested in writing by the applicant. Therefore all infrastructure systems will be reviewed and accepted by the city upon meeting city design standards.

STREETS AND TRANSPORATION

1. 5th STREET NORTH.
   - The typical section must be updated to meet the city required cross section previously sent to the applicant. Detailed dimensions must be consistent with the city standard including measurements from face and back of curb, clear zones, reaction zones, and boulevard areas.
   - The applicant continues to show a 5-foot sidewalk along 5th Street. All previous communications by the city have requested the sidewalk width to be changed to six feet.
   - The pavement section must meet a 10 ton design standard. The applicant must call out the design section with the necessary design criteria supporting the specified section. In no instance shall the pavement sections be less than the city standard pavement section.
   - Plan, profiles and grading plans must be updated to reflect the cross section changes including sidewalk, trail and amenity locations.
   - Profile alignments must be updated to meet state aid design standards. Vertical sag curves at station 1 and between station 5 and 6 must be increased to a minimum K-value of 64 for 40 mph design.
   - Revise the stripping and signing plan to be consistent with Phase 1 improvements.
   - Revise the stripping and signing plan to be consistent with the updated cross section.
2. RESIDENTIAL STREETS
   - A residential typical section has been added that is not consistent with the city standard. This section must be revised to meet the city standard. Boulevard trees shall be set 5 feet back of curb with or without sidewalks.
   - Remove proposed yellow centerline pavement markings from Street F.
3. CSAH 17 (Keats Avenue).
   - Washington County written approval must be submitted for all improvements proposed within the Washington County R/W.

- The divided median cross section should match and align with the cross section for 5th Street to allow for a continuous intersection design.
- Cross section plan sheets must be prepared and incorporated into the plan sets for Keats Avenue improvements and to identify the future trail corridor.

LANDSCAPE PLAN

1. The Landscape plans must be amended in accordance with the revised cross sections requested for 5th Street and the typical residential street.
2. City standard plan notes must be added to each landscape plan sheet with the plan notes eliminated from the detail pages.
3. As previously indicated a design-build irrigation system will not be allowed. The landscape irrigation system design must be submitted to the city for review and approval prior to the start of work.

SANITARY SEWER, WATER MAIN, STORM SEWER, AND STREETS

1. City standard plan notes for sanitary sewer, water main, storm sewer, and sidewalk and trail must be placed on the plan sheets to be prominently presented to the contractor. Delete notes from detail sheets.
2. Line type remains unclear to identify the improvements associated with Phase 1. Please remove or shade out ALL line types for other Phases not to be constructed with these Plans.

Sanitary sewer:

1. Provisions to adjustment the existing sanitary sewer manholes along 5th Street must be provided on Plans.
2. Please identify the need to lower the sewer line from Drop MH 11 to MH 13 on Street G. Also, the profile showing storm sewer crossing at STA 5+00 is not consistent with plan view. Please confirm.

Watermain:

1. Street F has more than 20 services isolated between valves. An additional gate valve should be added near STA 16+00.
2. Watermain and appurtenances must be upsized to 12 inches in diameter on Street G from Street F to the north end. Stub to Future Street F must be upsized to 12 inches in diameter.

Storm Sewer:

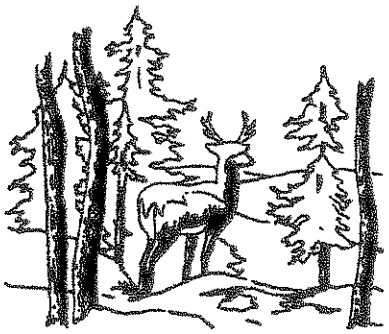
1. Storm sewer design calculations must be submitted to facilitate the city plan review. Provide a complete storm sewer schedule to include pipe capacity and cleansing velocities.
2. Calculations to support sufficient catch basin placement must be provided.
3. Provide written documentation to indicate Washington County approval for proposed modifications and use of OCS – 205.
4. Minimum easement widths must be provided as previously identified in this letter.
5. Plans must include RIM and inverts for all existing storm sewer infrastructure (see County R/W).
6. The minimum city standard pipe size for storm sewer is 15-inches. Please revise storm sewer from CBMH 166 to CBMH 169 accordingly.
7. Culvert from FES 200 to FES 201 must be increased to a minimum size of 15 inches. Additionally, a profile of this culvert must be shown on the Construction Plans.
8. Minimum outfall pipe slope is 1%. Storm sewer from STMH 51 to FES 50 must be revised accordingly.
9. Storm Sewer from CB 119 to CBMH 118 must cross perpendicular to 5th Street.
10. CBMH 131 – include stub extension for future connection.
11. Revise catch basin casting note to sump 0.10 feet at curb line (to be consistent with City Standard Detail).
12. Drain tile stubs should be a minimum of 100 feet in length.

GRADING AND EROSION CONTROL

1. The grading plan should be revised in the area of Outlot G where the drainage swale in Block 12 is directed to the back property of Lots 1 and 2, Block 2.

STORMWATER MANAGEMENT

1. The Stormwater Management Plan narrative and exhibit must be updated to properly identify all ponds and infiltration basins to support the narrative.
2. Written documentation must be provided indicating VBWD permit approval for the Stormwater Management Plan for the entire VBWD drainage area. VBWD documentation must indicate that the conditions of approval have been met.
3. Details must be added to the plans to address the specific restoration and finishes for all infiltration basins and storm water facilities.
4. The storm water facilities have been located in Outlots dedicated to the city for maintenance purposes. All 100-year high water levels (HWL) and HWL overflows must remain within a city Outlot.



January 15, 2014

Joe Jablonski
Lennar
16305 36th Ave North, Suite 600
Plymouth, MN 55446

Re: Savona—Lake Elmo, Minnesota
VBWD Permit #2013-20

Dear Mr. Jablonski:

Enclosed is the Valley Branch Watershed District (VBWD) permit for your project. Please note the following conditions imposed by the Managers, which are also listed on the back of the permit.

1. This permit is for Lots 14-15 of Block 8 and Blocks 9-19, the southeast portion of Outlot A, most of Outlot E, part of Outlot I, and all of Outlots B, C, G, and H, and the associated roads and storm sewer, as shown on the Sheets 3-6 of the Grading, Drainage & Erosion Control Plan dated 11/25/2013 and as owned by US Home Corporation. Another permit(s) will be required for all other work, including but not limited to the proposed multifamily units.

2. Manholes immediately upstream from treatment basins (e.g., Lots 10/11 of Block 8; Lot 5 of Block 17; Outlot C; CB in Street I upstream of Outlot I) shall have sumps greater than 3 feet and be equipped with porous baffles (e.g., SAFL baffles) to provide pretreatment and reduce washout/resuspension of sediment.

3. The bioretention basins shall be no deeper than 1.5 feet. The grading plans shall be revised and approved by the VBWD Engineer prior to construction.

4. Prior to construction, details of the proposed outlets from the treatment basins shall be provided and approved by the VBWD Engineer.

5. The low openings of Lots 4-7, Block 8 shall be no lower than El. 996.9. The low openings of Lots 1-2, Block 8 shall be no lower than El. 992.2. Drain tile shall be installed around the perimeter of the foundations of the homes on these lots.

6. This permit is not valid until a maintenance agreement in the general format of Appendix B of the VBWD Rules is submitted to and approved by the VBWD Attorney.

7. Prior to construction, the required surety shall be submitted to the VBWD.

8. The VBWD Engineer and Inspector shall be notified at least 3 days prior to commencement of work.

9. Erosion controls shall be installed prior to the commencement of grading operations and must be maintained throughout the construction period until turf is established. Additional erosion controls may be required, as directed by the VBWD Inspector or VBWD Engineer.

10. All disturbed areas shall be vegetated within 14 days of final grading.

11. This permit is not transferable.

12. The required drainage easements and access easements shall be recorded with the Washington County Recorder's Office.

13. This permit is subject to obtaining all other permits required by governmental agencies having jurisdiction (including a NPDES permit).

14. The applicant is responsible for removal of all temporary erosion-control measures, including silt fence, upon establishment of permanent vegetation at the project site as determined by the VBWD Engineer and/or Inspector.

15. The following additional erosion controls shall be implemented on the site:

    a. All proposed slopes 3 feet horizontal to 1 foot vertical (3H:1V) should be covered with erosion-control blanket.

    b. Silt fence should follow existing contours as closely as feasible to limit the potential for gully erosion along the edges.

    c. Additional silt fence may be needed during construction.

    d. Street sweeping shall be performed if sediment collects on streets.

    e. A construction sequencing plan shall be submitted, approved, and followed.

    f. If erosion occurs at the outlets of the storm sewer pipes, the applicant will be responsible for correcting the problem to the satisfaction of the VBWD.

    g. Any sediment that collects in storm sewers, ponds, or other water management features shall be removed.

16. To prevent soil compaction, the proposed infiltration areas shall be staked off and marked during construction to prevent heavy equipment and traffic from traveling over it. If infiltration facilities are in place during construction activities, sediment and runoff shall be kept away from the facility, using practices such as diversion berms and vegetation around the facility's perimeter. Infiltration facilities shall not be excavated to final grade until the contributing drainage area has been constructed and fully stabilized. The final phase of excavation shall remove all accumulated sediment and be done by light tracked equipment to avoid compaction of the basin floor. To

provide a well-aerated, highly porous surface, the soils of the basin floor shall be loosened to a depth of at least 24 inches to a maximum compaction of 85% standard proctor density prior to planting.

17. The Valley Branch Watershed District shall be granted drainage easements, which cover land adjacent to stormwater management facilities, wetlands, and lowlands up to their 100-year-flood elevations and which cover all ditches, storm sewers, and maintenance access to the stormwater management facilities.

18. The minimum floor elevations for all buildable lots in the development shall be recorded in a Declaration of Covenants and Restrictions or on the final plat.

19. Return or allowed expiration of any remaining surety and permit closeout is dependent on the permit holder providing proof that all required documents have been recorded (including but not limited to easements) and providing as-built drawings that show that the project was constructed as approved by the Managers and in conformance with the VBWD rules and regulations.

Thank you for your cooperation with the District's permit program.

Sincerely,

David J. Bucheck, President
Valley Branch Watershed District

DJB/ymh
Enclosure
c: Ray Marshall, VBWD Attorney
Ray Roemmich, VBWD Inspector
Molly Shodeen, MDNR
Kyle Klatt, City Planning Director—City of Lake Elmo
Jack Griffin, City Engineer, FOCUS Engineering—City of Lake Elmo
Building Inspector—City of Lake Elmo
Ryan Bluhm, P.E., Westwood Professional Services—Authorized Agent
Nathan Campbell, Corps of Engineers
Brad Johnson, MDNR
Jed Chesnut, Washington Conservation District
Melissa Doperalski, MDNR
Dennis Rodacker, Minnesota Board of Water and Soil Resources
Karen Wold, Barr Engineering Company
Yvonne Huffman, Barr Engineering Company

VALLEY BRANCH WATERSHED DISTRICT
PERMIT APPLICATION

TO BE COMPLETED BY VBWD:
PERMIT NUMBER 2013-20
PERMIT FEE RECEIVED $17,000
DATE RECEIVED Oct 17, 2013

Return application to
John Hanson
Barr Engineering Company
Engineers for the Valley Branch Watershed District
4700 West 77th Street
Edina, MN 55435-4803

A permit fee shall accompany this permit, unless waived by the Board of Managers. (Governmental Bodies are not required to pay a fee.)



Name of Project: Sanona	Name: LENNAR - Joe Jakolonski
Purpose of Project: Grading & Drainage	Address: 16305 36th Avenue North Suite 600
Project Location (street address, if known; otherwise, major intersection): Keats Ave & Hudson	City, State, Zip: Plymouth, MN 55446
City or Township: Lake Ville	Phone: 952-249-3033
Legal Description (proof of ownership required): PID: Section: Township: Range:	Fax:
Project Timeline: Start Date: 9/15/2013 Completion Date: 10/31/2014	Email: Joe.Jakolonski@lennar.com
Authorized Representative	**Owner Information (if different than applicant)**
Name: Ryan Gilman	Name:
Business Name: Westwood Prof. Services	Address:
Address: 7699 Anagram Drive	City, State, Zip:
City, State, Zip: Eden Prairie, MN 55344	Phone:
Phone: 952-906-7452	Fax:
Fax:	Email:
Email: Ryan.Gilman@westwoodps.com	

Once a Valley Branch Watershed District permit has been approved, the permit conditions will attached to the back of this form.

By signing this permit application, the permit applicant, his/her agent, and owner (hereinafter "Permittee") shall abide by all the conditions set by the Valley Branch Watershed District (VBWD). All work which violates the terms of the permit by reason of presenting a serious threat of soil erosion, sedimentation, or an adverse effect upon water quality or quantity, or violating any rule of the VBWD may result in the VBWD issuing a Stop Work Order which shall immediately cause the work on the project related to the permit to cease and desist. All work on the project shall cease until the permit conditions are met and approved by the VBWD representatives. In the event Permittee contests the Stop Work Order issued by the VBWD, Permittee shall attend a VBWD Board of Managers meeting and discuss the project. Any attorney fees, costs, or other expenses incurred on behalf of the VBWD in enforcing the terms of the permit shall be the sole expense of the permit applicant. Costs shall be payable from the permit applicant's permit fee. If said fees exceed the permit amount, the Permittee shall have ten (10) days from the date of receipt of the invoice from the VBWD to pay for the cost incurred in enforcing the permit, by which to pay the VBWD for said costs. If costs are not paid within the ten (10) days, the VBWD will draw on the permit applicant's surety. The Permittee agrees to be bound by the terms of the final permit and conditions required by the VBWD for approval of the permit. The permit applicant further acknowledges that he/she has the authority to bind the owner of the property and/or any entity performing the work on the property pursuant to the terms of the VBWD permit, and shall be responsible for complying with the terms of the VBWD permit.

Signatures (Required):

Applicant/Date 9/13/2013 Owner (if different than Applicant)/Date Owner's Authorized Agent/Date 9/23/2013

LINCOLN FETCHER • DAVID BUCHECK • DONALD SCHEEL • DALE BORASH • RAY LUCKSINGER

VALLEY BRANCH WATERSHED DISTRICT • P.O. BOX 838 • LAKE ELMO, MINNESOTA 55042-0838

www.vbwd.org

PLANNING COMMISSION
DATE: 2/10/13
AGENDA ITEM: 5A – BUSINESS ITEM
CASE # 2014-04

ITEM: Savona Residential Subdivision – Final Plat (Phase 1)

SUBMITTED BY: Kyle Klatt, Planning Director

REVIEWED BY: Nick Johnson, City Planner
Jack Griffin, City Engineer

SUMMARY AND ACTION REQUESTED:

The Planning Commission is being asked to consider a Final Plat request from Lennar Corporation for the first phase of a planned 310 unit residential development to be located on 112.6 acres west of Keats Avenue and within the City's I-94 corridor planning area. The final plat will include 44 single-family lots, all of which will be accessed via an initial extension of the 5th Street Parkway off of Keats Avenue. Staff is recommending approval of the request subject to compliance with a series of conditions as listed in this report.

GENERAL INFORMATION

Applicant: U.S. Home Corporation, D/B/A Lennar, 16305 36th Avenue North, Suite 600, Plymouth, MN

Property Owners: U.S. Home Corporation, D/B/A Lennar, 16305 36th Avenue North, Suite 600, Plymouth, MN

Location: Part of Section 34 in Lake Elmo, north of I-94, west of Keats Avenue, and south of Goose Lake. PID Numbers 34.029.21.42.0002; 34.029.21.41.0004

Request: Application for final plat approval of a 44 unit residential subdivision to be named Savona.

Existing Land Use and Zoning: Agricultural land, closed and abandoned golf driving range and practice facility. Current Zoning: RT – Rural Transitional Zoning District; Proposed Zoning: LDR and MDR

Surrounding Land Use and Zoning: North – active mining and gravel operation; west, south and east – agricultural land

Comprehensive Plan: Urban Low Density Residential (2.5 – 4 units per acre) and Urban Medium Density Residential (4.5 – 7 units per acre)

History: Sketch Plan review by Planning Commission on 12/10/12. EAW approved by the City Council on 7/2/13. Preliminary Plat approved on 8/6/13

Deadline for Action: Application Complete – 1/21/14
60 Day Deadline – 3/21/14
Extension Letter Mailed – No

120 Day Deadline – 5/21/14

Applicable Regulations: Chapter 153 – Subdivision Regulations
Article 10 – Urban Residential Districts (LDR)
§150.270 Storm Water, Erosion, and Sediment Control

REQUEST DETAILS

The City of Lake Elmo has received a request from Lennar Corporation for final plat approval of the first phase of the Savona residential development. The final plat includes 44 single family residential lots and the infrastructure necessary to support the future homes on these lots. The City Council approved the Savona Preliminary Plat on August 6, 2013, which covered 113 acres of land within the I-94 Corridor planning area. There are 310 single family and multi-family residential units planned within the entire subdivision, and the final plat covers only a portion of the overall total of units that will eventually be platted. Lennar has finalized its purchase of the land included in the final plat area, and is acting as the sole applicant for this request.

The final plat area represents the initial project phase of the overall Savona development, and will include the construction of the first phase of the 5th Street minor collector road. The developer intends to build homes in the subdivision moving generally from the east to the west, extending infrastructure to serve each phase with future projects. Likewise, the developer will be grading the site in phases as well, with all of the phase one grading occurring within the limits of the final plat. This grading will be necessary to establish the overall storm water management system on the site, but the plan will be revised when the individual lots are created as part of a future development phase. The applicant has submitted detailed construction plans for related to sanitary sewer, water main, storm sewer, grading, drainage, erosion control, landscaping, and other details that have been reviewed by the City Engineer.

The City's subdivision ordinance establishes the procedure for obtaining final subdivision approval, in which case a final plat may only be reviewed after the City takes action on a preliminary plat. As long as the final plat is consistent with the preliminary approval, it must be approved by the City. Please note that the City's approval of the Savona Preliminary Plat did include a series of conditions that must be met by the applicant, which are addressed in the "Review and Analysis" section below. There are no public hearing requirements for a final plat.

Because the City has not yet established zoning for any of the properties along the I-94 Corridor outside of the RT – Rural Transitional Zone, Staff has prepared a zoning map amendment for the Savona area that will be considered by the Planning Commission at its February 10th meeting. With the proposed final plat area, all of the property north of 5th Street will be LDR (Urban Low Density Residential) and the larger outlot south of 5th Street will be MDR (Urban Medium Density Residential).

Staff has reviewed the final plat and found that it is consistent with the preliminary plat that was approved by the City. The developer has recently updated the preliminary plan submissions to comply with the conditions of approval, and the final plat application incorporates these updates as well. Please note that the final plat now includes proposed street names, while the construction plans have not yet been updated to reflect this information.

The City Engineer has reviewed the final plat, and his comments are attached to this report. Although there are some additional revisions to the final construction plans that will need to be addressed by the applicant, the majority of these revisions can be made before the City releases the

final plat for recording. The Engineer does denote four issues that could impact the final plat; and Staff is recommending a condition of approval for each of these (which means that they must be addressed in order for any final approvals to be granted.

REVIEW AND ANALYSIS

The preliminary plat for Savona was approved with several conditions, which are indicated below along with Staff's comments on the status of each. For those items and issues that are not directly addressed below, Staff has provided additional comments following the preliminary plat conditions list. Staff is recommending approval of the final plat, but with additional conditions intended to address the outstanding issues that will require additional review and/or documentation.

Please also note that the applicant has also provided a response to the preliminary plat conditions and their response is included as an attachment to this report.

Preliminary Plat Conditions – With Staff Update Comments (updated information in bold italics):

1) Within six months of preliminary plat approval, the applicant shall complete the following: a) the applicant shall provide adequate title evidence satisfactory to the City Attorney; b) the applicant shall pay all fees associated with the preliminary plat; c) the applicant shall submit a revised preliminary plat and plans meeting all conditions of approval. All of the above conditions shall be met prior to the City accepting an application for final plat and prior to the commencement of any grading activity on the site. ***Comments: a) all title work will need to be submitted and reviewed by the City Attorney before an City officials sign the final plat; b) the applicant has submitted an escrow payment related to the preliminary plat application that is being used to cover Staff and consultant expenses related to the City's review; c) revised preliminary plat and plans have been received by the City and were found to address all previous comments. No grading has occurred on the site to date, and the City is proceeding with a review of the final plat.***

2) The applicant shall dedicate a minimum of 30 feet of land around the "Exception" parcel in the northwest portion of the Savona subdivision to allow for the construction of an eight-foot bituminous trail to the western edge of the subdivision and to allow for sufficient room for drainage and utilities adjacent to "Street A". ***Comments: The preliminary plat and plans have been revised to address this condition. Although the applicant is proposing to use a portion of the street right-of-way for the trail, there is a 30-foot area around all portions of the exception parcel for the trail. This proposed configuration is a reasonable compromise to still provide access to the exception parcel.***

3) The applicant shall provide for a minimum green belt/buffer of 100 feet around all of the adjacent Stonegate subdivision, and must revise the preliminary plat in the vicinity of Lots 1 and 2 of Block 10 to properly account for this buffer. ***Comments: The applicant is proposing to acquire an easement from the adjacent property owner in order to account for the buffer requirement. Staff has found this alternative to be an acceptable approach since it cannot be accomplished without the implicit approval of the effected property owner in Stonegate. If no agreement can be reached between the applicant and neighboring property owner, the final plat for this area will need to account for the buffer. Because the current final plat does not impact this portion of the site, this condition may be addressed as part of a future final plat.***

4) The eight-foot bituminous trail located within Outlot A shall be moved off of the property line of the adjacent Stonegate subdivision and shall be designed to continue into the property to the north and to provide a connection to "Street A". ***Comments: The preliminary plans have been updated to address this requirement.***

5) The trail within the green belt/buffer area is encouraged to be located within the southern one-third or eastern one-third of the buffer and as close as possible to the lots within the Savona subdivision. ***Comments: The preliminary plans have been updated to address this requirement. The applicant further notes that the "design and plans have been revised to shift the trail to the southern portion of the buffer outlot, except as otherwise required due to grading, drainage, and topography challenges. The trail meanders to provide for a pleasant user experience, avoids the existing wetland, and minimizes impacts on property owners on either side".***

6) The sidewalk along "Street A" must continue along this street until its termination point at the northern boundary of the subdivision. ***Comments: The preliminary plans have been updated accordingly, but it outside the scope public improvements planned for phase 1.***

7) The applicant shall work with the City and Washington County to identify and reserve sufficient space for a future trail corridor along the western right-of-way line of Keats Avenue. ***Comments: The applicant notes that they have identified a preferred alignment for a trail along Keats Avenue, but this alignment is not depicted in the final construction plans. Staff is recommending that this trail be included as part of the final plans.***

8) The landscape plan shall be updated to include tree protection fencing in all areas where grading will be near trees intended for preservation. ***Comments: Tree preservation fencing has been added to the final plans.***

9) The landscape plan shall be reviewed and approved by an independent forester or landscape architect in advance of the approval of a final plat and final construction plans. ***Comments: Staff has previously reviewed the tree preservation and protection plan and found the plan to be in compliance with the City Code. The proposed boulevard plantings conform to the City's planting requirements for streets. Staff is still seeking an independent review of the landscape plans that will need to be completed prior to the City's acceptance of final construction documents.***

10) Sidewalks shall be required on both sides of the public street providing access to the multi-family housing portion of the subdivision. ***Comments: The preliminary plans have been updated.***

11) The applicant shall be responsible for the construction of all improvements within the Keats Avenue (CSAH 19) right-of-way as required by Washington County and further described in the review letter received from the County dated July 3, 2013. The required improvements shall include, but not be limited to: construction of a new median crossing, closure and restoration of the existing median crossing in this area, continuation of the planned ten-foot bituminous trail through the median, tum lanes, and other improvements as required by the County. ***Comments: The final construction plans have been modified to include all requirement improvements as requested by Washington County. The City will need to verify that these plans have received final approval by the County.***

12) The applicant shall observe all other County requirements as specified in the Washington County review letter dated July 3, 2013. ***Comments: The final construction plans have been revised in response to these comments.***

13) The developer shall follow all of the rules and regulations spelled out in the Wetland Conservation Act, and shall acquire the needed permits from the appropriate watershed districts prior to the commencement of any grading or development activity on the site. ***Comments: The applicant has received a permit from the Valley Branch Watershed District (attached) for the grading work proposed in the final plans. This permit includes conditions that must be met prior to the commencement of any grading work on the site.***

14) The applicant shall submit revised preliminary plans that incorporate the changes made to the western portion of the preliminary plat, and specifically, the rearrangement of lots around the "Exception" parcel. ***Comments: The revised lot configuration has been included in the updated preliminary plans.***

15) The applicant shall enter into a maintenance agreement with the City that clarifies the individuals or entities responsible for any landscaping installed in areas outside of land dedicated as public park and open space on the final plat. ***Comments: The applicant has indicated that there will be a homeowner's association created for this development; however, the City has not yet received documentation that this association has been established. A maintenance agreement and evidence that the HOA has been established should be retained as a condition of approval for the final plat.***

16) The developer shall be required to pay a fee in lieu of park land dedication equivalent to the fair market value for the amount of land that is required to be dedicated for such purposes in the City's Subdivision Ordinance less the amount of land that is accepted for park purposes by the City. Any cash payment in lieu of land dedication shall be paid by the applicant prior to the release of the final plat for recording. ***Comments: Staff still needs to review the updated preliminary plat with the applicant to determine the final park land dedication calculations. Staff is recommending that any payment of fees in lieu of land dedication (if required) be pro-rated based on the percentage of the final plat area compared to the entire Savona development.***

17) Any land under which public trails are located will be accepted as park land provided the developer constructs said trails as part of the public improvements for the subdivision. ***Comments: The dedication of land associated with trails will be reviewed in accordance with the preceding condition.***

18) The applicant shall provide for an active recreation area (either public or private) within the multi-family portion of the subdivision. This area shall be sufficient for a small play structure or other similar improvement subject to review and approval by the Planning Director. ***Comments: The revised preliminary plans include a small play area within the multi-family area. The details concerning this play area will need to be submitted with a final plat for the townhouse area.***

19) No more than half of the residential units depicted on the preliminary plat (155) may be approved as part of a final plat until a second access is provided to the subdivision, either via a connection to Hudson Boulevard to the south, Inwood Avenue (CSAH 13) to the west, or back to Keats

Avenue (CSAH 19) through the property to the north of Savona. ***Comments: The proposed final plat includes 44 units, which means the applicant may plat an additional 111 units before this condition needs to be met.***

20) A future realignment of 5th Street along the western border of the plat may be considered by the City Council as part of the final plat submission for this are provided the realignment does not result in any significant modifications to the preliminary plat. ***Comments: Given the other pending developments in this area and the need to establish a final alignment for 5th Street sooner than later, Staff has requested that the applicant provide a signed affidavit from all impacted property owners in this area agreeing to the necessary land transactions needed to perform the road re-alignment. Staff is not recommending that the City Council take action on the final plat application until this document is submitted to the City. Since this re-alignment falls outside the scope of the proposed improvements, Staff is does not believe this issue should prevent the Commission from makings its recommendation to the City Council.***

21) The applicant must enter into a separate grading agreement with the City prior to the commencement of any grading activity in advance of final plat and plan approval. The City Engineer shall review any grading plan that is submitted in advance of a final plat, and said plan shall document extent of any proposed grading on the site. ***Comments: The applicant is intending to commence grading shortly after the City approval of the final plat; therefore, this condition will not pertain to those portions of the preliminary plat that have already received final approval from the City.***

22) The preliminary grading, drainage and erosion control plan must be revised to address the comments from the City Engineer in his review letter dated July 9, 2013 regarding the size of specific ponds in relation to the drainage areas that are served by these ponds. ***Comments: The applicant has provided additional documentation to the City Engineer regarding the storm water management ponds in conjunction with the revised preliminary plans. As noted above, these plans have been approved by the Valley Branch Watershed District subject to conditions of approval.***

23) The preliminary plans must be revised to incorporate all proposed improvements within the 5th Street right-of-way. All improvements as requested by the City shall be included in these plans and the design shall be consistent with City specifications and with the concept plan prepared for the City by Dainon Farber and Associates. ***Comments: Since the approval of the Savona Preliminary Plat, the City has complete final design specifications for 5th Street and has forwarded these plans to the applicant. The final construction plans as submitted are very close to the City's final design, but may need small revisions to fully comply with the City's standards.***

24) All required modifications to the plans as requested by the City Engineer in a review letter dated July 9, 2013 shall be incorporated into the plans prior to consideration of a final plat. Specific requirements include, but are not limited to, the following:

    a. The applicant must provide the city a letter of approval to perform the proposed work in the BP Pipeline easement. Work includes installation of storm sewer pipe, grading activities, and relocation of the High Pressure Gas line, if necessary.

b. The applicant must provide the city a letter of approval to perform the proposed work in the Electrical Transmission easement areas. Work includes installation of storm sewer pipe, grading activities, and storm water ponding.

Comments: the final construction plans include work within the power line easement, and the applicant has not yet submitted any written documentation to the City that this work will be authorized by the easement holder. The applicant's response to the conditions of approval notes that they have been in contact with this easement holder, and that there do not appear to be any issues with obtaining this formal permission. Staff is recommending that this condition be carried forward as part of the City's final plat approval, which means that the final plat would need to be revised if the applicant is not able to secure the necessary consent.

25) The City will not accept an application for final plat approval until the 429 public improvement project for Section 34 has been ordered by the City Council. If the City Council does not order this project, the applicant must revise the preliminary plans to provide adequate utilities to serve the subdivision. Any such plan revisions will be subject to review and approval by the City Council. ***Comments: The Section 34 public improvement project has been ordered by the City and the project is substantially complete as of today's date.***

26) The applicant shall secure any necessary permits for the multi-family area, including but not limited to a conditional use permit to allow for single family detached residences that do not have frontage on a public street, at the time a final plat is submitted for this area. ***Comments: The final plat will not create any multi-family lots, which will be platted as part of a future development phase.***

27) The applicant is encouraged to preserve or re-use as many trees as possible that are currently located on the former golf facility property and to incorporate these trees as part of the landscape plan for the Savona subdivision. ***Comments: The applicant has stated their intent to preserve these trees if possible, however, based on observed site conditions, it does not appear that many of these trees will be salvageable due to the sandy soil conditions.***

28) The applicant shall work with the Planning Director to name all streets in the subdivision prior to submission of a final plat. ***Comments: The applicant has agreed to the street names as proposed by Staff. The proposed names have been designed to comply with the County's uniform addressing system.***

Staff is recommending that the conditions noted above that pertain to the final plat and that have not yet been addressed by the applicant should be adopted with the final plat. The City Engineer's review letter does identify several issues that need to be addressed by the developer in order for the City to deem the final plans complete; however, nearly all of these concerns are related to the construction plans and should not have any bearing on the final plat. Staff is recommending that City Officials not sign the final plat mylars until the City's construction plan review is finalized and all necessary easements are documented on the final plat.

Based on the above Staff report and analysis, Staff is recommending approval of the final plat with several conditions intended to address the outstanding issues noted above and to further clarify the City's expectations in order for the developer to proceed with the recording of the final plat.

The recommended conditions are as follows:

Recommended Conditions of Approval:

1) Final grading, drainage, and erosion control plans, utility plans, sanitary and storm water management plans, and street and utility construction plans shall be reviewed and approved by the City Engineer prior to the recording of the Final Plat. All changes and modifications to the plans requested by the City Engineer shall be incorporated into these documents before they are approved.

2) The developer shall provide evidence in a form satisfactory to the City Attorney that warrants it has fee interest in area included in the Savona Final Plat.

3) Prior to the execution of the Final Plat by City officials, the Developer shall enter into a Developer's Agreement acceptable to the City Attorney and approved by the City Council that delineates who is responsible for the design, construction, and payment of the required improvements with financial guarantees therefore.

4) All easements as requested by the City Engineer and Public Works Department shall be documented on the Final Plat prior to the execution of the final plat by City Officials.

5) A Common Interest Agreement concerning management of the common areas of Savona and establishing a homeowner's association shall be submitted in final form to the Community Development Director before a building permit may be issued for any structure within this subdivision. The applicant shall also enter into a maintenance agreement with the City that clarifies the individuals or entities responsible for any landscaping installed in areas outside of land dedicated as public park and open space on the final plat

6) The applicant shall work with the City to determine the required park land dedication for the entire Savona subdivision prior to the recording of the final plat. Any payments in lieu of land dedication for the entire subdivision will be pro-rated based on the percentage of the overall subdivision included in the final plat.

7) The landscape plan shall be reviewed and approved by an independent forester or landscape architect prior to the City's final approval of the construction plans.

8) The applicant shall provide evidence that all conditions attached the Valley Branch Watershed District permit for the final plat and associated grading work have been met prior to the commencement of any grading activity.

9) The applicant must provide written authorization to perform the proposed work in the Electrical Transmission easement areas prior to the release of the final plat for recording. Work includes installation of storm sewer pipe, grading activities, and storm water ponding.

10) The applicant shall provide evidence that Washington County has approved final construction plans for all required work within the Keats Avenue right-of-way as described in a letter from the County dated July 3, 2013.

11) The final construction plans related to the 5th Street Minor Collector road shall be revised to be consistent with the City's design specifications for this road. These revisions shall be reviewed in conjunction with the other changes requested by the City Engineer.

12) The final construction plans shall be revised to incorporate a multi-purpose trail within the western portion of the Keats Avenue right-of-way and north of 5th Street consistent with Washington County design specifications.

13) The final construction plans shall be revised to include the additional storm sewer elements and street construction as specified in a review letter from the City Engineer dated February 7, 2014. These revisions shall be reviewed in conjunction with the other changes requested by the City Engineer.

DRAFT FINDINGS

Staff is recommending that the Planning Commission consider the following findings with regards to the proposed Savona preliminary plat:

- That the Savona Final Plat is consistent with the Preliminary Plat and Plans as approved by the City of Lake Elmo on August 8, 2013 and revised on November 25, 2013.
- That the Savona Final Plat is consistent with the Lake Elmo Comprehensive Plan and the Future Land Use Map for this area.
- That the Savona Final Plat complies with the City's Urban Low Density Residential zoning district.
- That the Savona Final Plat complies with all other applicable zoning requirements, including the City's landscaping, storm water, sediment and erosion control and other ordinances.
- That the Savona Final Plat complies with the City's subdivision ordinance.
- That the Savona preliminary plat is consistent with the City's engineering standards with one exception as noted by the City Engineer in his review comments to the City dated February 7, 2014.

RECCOMENDATION:

Staff recommends that the Planning Commission recommend approval of the Final Plat for Savona with the 13 conditions of approval as listed in the Staff report. Suggested motion:

"Move to recommend approval of the Savona Final Plat with the 13 conditions of approval as drafted by Staff"

ATTACHMENTS:

1. Application Form
2. Preliminary Plat Response (Westwood Engineering)
3. City Engineer Review Letter
4. Valley Branch Watershed District Permit
5. Construction Plans: Grading, Drainage, and Erosion Control
6. Construction Plans: Sanitary Sewer, Water Main, Storm Sewer and Streets
7. Phase 1 Landscape Plans
8. Post-Development Drainage Area Plan

ORDER OF BUSINESS:

- Introduction ..... Planning Staff
- Report by Staff ..... Planning Staff
- Questions from the Commission ..... Chair & Commission Members
- Discussion by the Commission ..... Chair & Commission Members
- Action by the Commission ..... Chair & Commission Members

Fee $_____

City of Lake Elmo
DEVELOPMENT APPLICATION FORM

- ☐ Comprehensive Plan Amendment
- ☐ Zoning District Amendment
- ☐ Text Amendment
- ☐ Flood Plain C.U.P. Conditional Use Permit
- ☐ Conditional Use Permit (C.U.P.)
- ☐ Variance * (See below)
- ☐ Minor Subdivision
- ☐ Lot Line Adjustment
- ☐ Residential Subdivision Sketch/Concept Plan
- ☐ Site & Building Plan Review
- ☒ Residential Subdivision Preliminary/Final Plat
  - ○ 01 – 10 Lots
  - ○ 11 – 20 Lots
  - ⊗ 21 Lots or More
- ☐ Excavating & Grading Permit
- ☐ Appeal
- ☐ PUD

APPLICANT: Joe Jablonski 16305 36th Ave N. Suite 600, Plymouth MN 55446
(Name) (Mailing Address) (Zip)

TELEPHONES: 952-249-3094 612 490-6076
(Home) (Work) (Mobile) (Fax)

FEE OWNER: US Home Corporation DBA Lennar (Same as Applicant)
(Name) (Mailing Address) (Zip)

TELEPHONES: SAME
(Home) (Work) (Mobile) (Fax)

PROPERTY LOCATION (Address and Complete (Long) Legal Description): See Attached legal description on the final plat

DETAILED REASON FOR REQUEST: Final Plat submittal for the Savona project. See Attached transmittal for a summary of our application materials

***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 — 12/16/2013 Date

Signature of Applicant — Date

November 26, 2013

Westwood Professional Services
7699 Anagram Drive
Eden Prairie, MN 55344

MAIN 952-937-5150
FAX 952-937-5822
TOLL FREE 1-888-937-5150
EMAIL wps@westwoodps.com
www.westwoodps.com

Westwood

Kyle Klatt
Planning Director
City of Lake Elmo
3800 Laverne Ave North
Lake Elmo, MN 55042

Re: Savona Preliminary Plat Conditions of Approval
File 0000565.00

Dear Kyle:

As part of the Preliminary Plat approval for Savona, a number of conditions were incorporated into the resolution that needed to be met or addressed prior to the City's acceptance of a Final Plat application. We have revised the preliminary plan sets to address these conditions in advance of our Final Plat application. Revised preliminary plans are included for your review. The following is a point by point response to each of the conditions of approval and outlines how we have addressed each item.

NOW, THEREFORE, BE IT RESOLVED THAT *the City Council does hereby approve the preliminary plat for Savona subject to the following conditions:*

1) *Within six months of preliminary plat approval, the applicant shall complete the following: a) the applicant shall provide adequate title evidence satisfactory to the City Attorney; b) the applicant shall pay all fees associated with the preliminary plat; c) the applicant shall submit a revised preliminary plat and plans meeting all conditions of approval. All of the above conditions shall be met prior to the City accepting an application for final plat and prior to the commencement of any grading activity on the site.*

   1a: To be submitted with final plat.

   1b: It Lennar's understanding that all fees relating to the preliminary plat are current. If there are any fees outstanding, please submit an invoice directly to Lennar.

   1c: Plans are attached.

2) *The applicant shall dedicate a minimum of 30 feet of land around the "Exception" parcel in the northwest portion of the Savona subdivision to allow for the construction of an eight-foot bituminous trail to the western edge of the subdivision and to allow for sufficient room for drainage and utilities adjacent to "Street A".*

Westwood

Design and plans have been revised to accommodate a minimum of 30' land area around the NW exception parcel, as measured from property line to back of curb.

3) *The applicant shall provide for a minimum green belt/buffer of 100 feet around all of the adjacent Stonegate subdivision, and must revise the preliminary plat in the vicinity of Lots 1 and 2 of Block 10 to properly account for this buffer.*

Design and plans provide for a 100' green belt /buffer adjacent to Stonegate properties. While this buffer distance is reduced on our property to 50' wide in the vicinity of Lots 1 & 2, we have been in discussions with the adjacent property owner in regards to the acquisition of a trail/greenway easement to meet the required 100' buffer width. This proposed easement area is noted on the plans, and falls entirely within the existing overhead powerline easement so as to not further encumber this property.

4) *The eight-foot bituminous trail located within Outlot A shall be moved off of the property line of the adjacent Stonegate subdivision and shall be designed to continue into the property to the north and to provide a connection to "Street A".*

Plans have been revised accordingly.

5) *The trail within the green belt/buffer area must be located within the southern one-third or eastern one-third of the buffer and as close as possible to the lots within the Savona subdivision.*

Design and plans have been revised to shift the trail to the southern portion of the buffer outlot, except as otherwise required due to grading, drainage, and topography challenges. The trail meanders to provide for a pleasant user experience, avoids the existing wetland, and minimizes impacts on property owners on either side.

6) *The sidewalk along "Street A" must continue along this street until its termination point at the northern boundary of the subdivision.*

Plans have been revised accordingly.

7) *The applicant shall work with the City and Washington County to identify and reserve sufficient space for a future trail corridor along the western right-of-way line of Keats Avenue.*

Sufficient space for a future trail corridor appears to exist within the current county ROW. In our review of the existing site conditions and topography,

Westwood

we have identified the preferred alignment and lowest impact route to fall within the ROW when considering the existing berms, ponding slopes, and landscaping areas that will serve as an adequate buffer for future housing.

8) *The landscape plan shall be updated to include tree protection fencing in all areas where grading will be near trees intended for preservation.*

Plans have been revised accordingly.

9) *The landscape plan shall be reviewed and approved by an independent forester or landscape architect in advance of the approval of a final plat and final construction plans.*

Acknowledged.

10) *Sidewalks shall be required on both sides of the public street providing access to the multi-family housing portion of the subdivision.*

Plans have been revised accordingly.

11) *The applicant shall be responsible for the construction of all improvements within the Keats Avenue (CSAH 19) right-of-way as required by Washington County and further described in the review letter received from the County dated July 3, 2013. The required improvements shall include, but not be limited to: construction of a new median crossing, closure and restoration of the existing median crossing in this area, continuation of the planned ten-foot bituminous trail through the median, turn lanes, and other improvements as required by the County.*

Acknowledged. Final plans will include said improvements.

12) *The applicant shall observe all other County requirements as specified in the Washington County review letter dated July 3, 2013.*

Acknowledged.

13) *The developer shall follow all of the rules and regulations spelled out in the Wetland Conservation Act, and shall acquire the needed permits from the appropriate watershed districts prior to the commencement of any grading or development activity on the site.*

Acknowledged.

Westwood

14) The applicant shall submit revised preliminary plans that incorporate the changes made to the western portion of the preliminary plat, and specifically, the rearrangement of lots around the "Exception" parcel.

Plans have been revised accordingly.

15) The applicant shall enter into a maintenance agreement with the City that clarifies the individuals or entities responsible for any landscaping installed in areas outside of land dedicated as public park and open space on the final plat.

Acknowledged. Land dedicated to the City of Lake Elmo for public uses should be maintained by the City of Lake Elmo. A homeowners association will be established to maintain areas that do not fall within a private lot or public land. Homeowners association documents will be provided with the final plat.

16) The developer shall be required to pay a fee in lieu of park land dedication equivalent to the fair market value for the amount of land that is required to be dedicated for such purposes in the City's Subdivision Ordinance less the amount of land that is accepted for park purposes by the City. Any cash payment in lieu of land dedication shall be paid by the applicant prior to the release of the final plat for recording.

Acknowledged. Lennar would like to begin working with the City of Lake Elmo on the determination of fair market value.

17) Any land under which public trails are located will be accepted as park land provided the developer constructs said trails as part of the public improvements for the subdivision.

Acknowledged.

18) The applicant shall provide for an active recreation area (either public or private) within the multi-family portion of the subdivision. This area shall be sufficient for a small play structure or other similar improvement subject to review and approval by the Planning Director.

Design and plans have been revised to illustrate the proposed elements of the active recreation area within the townhome portion of the project. Additional details will be provided to City staff regarding specifications of proposed furnishings at final design.

19) No more than half of the residential units depicted on the preliminary plat (155) may be approved as part of a final plat until a second access is provided to the subdivision, either via a connection to Hudson Boulevard to the south,

Westwood

Inwood Avenue (CSAH 13) to the west, or back to Keats Avenue (CSAH 19) through the property to the north of Savona.

Acknowledged.

20) *A future realignment of 5th Street along the western border of the plat may be considered by the City Council as part of the final plat submission for this are provided the realignment does not result in any significant modifications to the preliminary plat.*

Acknowledged.

21) *The applicant must enter into a separate grading agreement with the City prior to the commencement of any grading activity in advance of final plat and plan approval. The City Engineer shall review any grading plan that is submitted in advance of a final plat, and said plan shall document extent of any proposed grading on the site.*
Lennar requests the City provide a copy of the grading agreement if only in draft form. If weather permits, Lennar would like to start grading as soon as possible.

22) *The preliminary grading, drainage and erosion control plan must be revised to address the comments from the City Engineer in his review letter dated July 9, 2013 regarding the size of specific ponds in relation to the drainage areas that are served by these ponds.*
We have prepared final stormwater calculations and drawing revisions to address the city and watershed review comments. These are attached for your review.

23) *The preliminary plans must be revised to incorporate all proposed improvements within the 5th Street right-of-way. All improvements as requested by the City shall be included in these plans and the design shall be consistent with City specifications and with the concept plan prepared for the City by Damon Farber and Associates.*

Plans have been revised to incorporate improvements (lighting, landscaping) that are generally consistent with the 5th Street concept prepared by Damon Farber.

24) *All required modifications to the plans as requested by the City Engineer in a review letter dated July 9, 2013 shall be incorporated into the plans prior to consideration of a final plat. Specific requirements include, but are not limited to, the following:*

Westwood

a. *The applicant must provide the city a letter of approval to perform the proposed work in the BP Pipeline easement. Work includes installation of storm sewer pipe, grading activities, and relocation of the High Pressure Gas line, if necessary.*

b. *The applicant must provide the city a letter of approval to perform the proposed work in the Electrical Transmission easement areas. Work includes installation of storm sewer pipe, grading activities, and storm water ponding.*

We have been in contact with both BP and Xcel regarding the proposed work to be completed within the easement areas. As final plans are completed, we will continue to coordinate with these utility companies to gain their final approvals. We do not anticipate a formal letter of approval until the plans are final. The work proposed within the Electrical Transmission easement is a part of the initial phase, so we hope to gain their approval within the next few months. Work within the BP easement would not take place until future phases, so we do not anticipate final plans for this area until 2015 or beyond.

25) *The City will not accept an application for final plat approval until the 429 public improvement project for Section 34 has been ordered by the City Council. If the City Council does not order this project, the applicant must revise the preliminary plans to provide adequate utilities to serve the subdivision. Any such plan revisions will be subject to review and approval by the City Council.*

The 429 project has been approved.

26) *The applicant shall secure any necessary permits for the multi-family area, including but not limited to a conditional use permit to allow for single family detached residences that do not have frontage on a public street, at the time a final plat is submitted for this area.*
Acknowledged.

27) *The applicant is encouraged to preserve or re-use as many trees as possible that are currently located on the former golf facility property and to incorporate these trees as part of the landscape plan for the Savona subdivision.*
Acknowleged.

28) *The applicant shall work with the Planning Director to name all streets in the subdivision prior to submission of a final plat.*

Acknowledged.

Westwood

Please contact us if you have any questions.

Sincerely,

WESTWOOD PROFESSIONAL SERVICES



Cory Meyer & Ryan Blum
Sr. Project Managers

CC: Joe Jablonski, Lennar Corporation

MEMORANDUM

FOCUS ENGINEERING, inc.

Cara Geheren, P.E.	**651.300.4261**
Jack Griffin, P.E.	**651.300.4264**
Ryan Stempski, P.E.	**651.300.4267**
Chad Isakson, P.E.	**651.300.4285**

Date: February 7, 2014

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

Re: Savona
Final Plat Review

An engineering review has been completed for the Savona development by Lennar Corporation. A Final Plat submittal and Construction Plans were received on January 28, 2014. The submittal consisted of the following documentation prepared by Westwood Professional Services, Inc.:

- Construction Plans for Phase 1 Sanitary Sewer, Watermain, Storm Sewer, and Streets, dated 01.16.2014.
- Construction Plans for Grading, Drainage and Erosion Control, dated 01.16.2014.
- Landscape Plan, Phase 1, dated 01.20.2014.
- Stormwater Management Narrative, dated 01.21.2014.
- Figure for Stormwater Management Narrative, not dated.

STATUS/FINDINGS: The Construction Plans as submitted remain incomplete and are not ready for construction. In addition, several design elements fail to meet city specified requirements and engineering design standards. Many of the comments below represent repeat requests from the previous city review comments.

The following comments summarize the major issues that may impact Final Plat documentation and/or easements.

1. The design as proposed relies heavily on the use of the electrical transmission easement areas for stormwater management and storm sewer piping systems. To date the city has not been provided any documentation indicating permission for this infrastructure to be placed within these areas. The proposed infrastructure will be owned and maintained by the city, therefore the city requires unrestricted ability to own, operate and maintain this infrastructure in perpetuity. No construction activity should be allowed until this issue is fully resolved.
2. The design of 5th Street must be revised to reflect the city standard section, including boulevard layout and dimensions, grading and drainage facilities, appropriate vertical curve profiles, and pavement section details.
3. The plans do not provide sufficient easements for the ongoing operation and maintenance of the proposed infrastructure. Easement widths must be labeled for each pipe and shown on the utility plans. Easement widths must be a minimum of 30 feet for utilities not located on Outlots or within city R/W. Wider easements may be required for deep pipes to meet OSHA excavation requirements. It is the applicant's responsibility to carefully review the plans to ensure all easements as required above have been provided as part of the Final Plat. Plan revisions and/or additional easements must be addressed for at least the following areas:

- Storm sewer run from CB 159 to STMH 156 (north of Street G). This run is also located in the Electrical Transmission easement area, which requires written permission from the owner.
- Storm sewer run from CBMH 106 to STMH 71 encroaches onto Block 5, Lot 11.
- Storm sewer run from CBMH 74 to STMH 52 encroaches onto future Townhome locations.
- Additional easement is needed around CB 119 and CB 122.

4. The storm sewer system in the rear yards of Block 2 and the extension of Street F and related utilities between Block 1 and Block 2 should be added to Phase 1 construction plans if Block 2 is to be considered part of the Phase 1 Final Plat.

The following comments summarize the issues that must be addressed to facilitate additional construction plan review. The city will resume review of construction plans upon receipt of updated plans with a point by point response letter.

GENERAL PLAN REQUIREMENTS AND COMMENTS

1. Specifications must be submitted in accordance with the requirements of the city engineering design standards manual.
2. City standard plan notes must be placed on the plan sheets, incorporating the notes as an integral part of the construction plan set. Applicant's plan notes must not contradict city plan notes and/or details. City standard plan notes must be removed from the detail sheets.
3. Remove comment from all plan sheets "Bituminous pavement and concrete sections to be in accordance with the recommendations of the Geotechnical Engineer".
4. The applicant has requested an exception to the city standards to allow for a 6.5% sidewalk grade along Streets E and F. The maximum allowable grade along residential streets is 8%. However, the maximum allowable street grade with a sidewalk is 6.0%. Engineering recommends approval of this exception.
5. No additional design exceptions have been noted and requested in writing by the applicant. Therefore all infrastructure systems will be reviewed and accepted by the city upon meeting city design standards.

STREETS AND TRANSPORATION

1. 5th STREET NORTH.
   - The typical section must be updated to meet the city required cross section previously sent to the applicant. Detailed dimensions must be consistent with the city standard including measurements from face and back of curb, clear zones, reaction zones, and boulevard areas.
   - The applicant continues to show a 5-foot sidewalk along 5th Street. All previous communications by the city have requested the sidewalk width to be changed to six feet.
   - The pavement section must meet a 10 ton design standard. The applicant must call out the design section with the necessary design criteria supporting the specified section. In no instance shall the pavement sections be less than the city standard pavement section.
   - Plan, profiles and grading plans must be updated to reflect the cross section changes including sidewalk, trail and amenity locations.
   - Profile alignments must be updated to meet state aid design standards. Vertical sag curves at station 1 and between station 5 and 6 must be increased to a minimum K-value of 64 for 40 mph design.
   - Revise the stripping and signing plan to be consistent with Phase 1 improvements.
   - Revise the stripping and signing plan to be consistent with the updated cross section.
2. RESIDENTIAL STREETS
   - A residential typical section has been added that is not consistent with the city standard. This section must be revised to meet the city standard. Boulevard trees shall be set 5 feet back of curb with or without sidewalks.
   - Remove proposed yellow centerline pavement markings from Street F.
3. CSAH 17 (Keats Avenue).
   - Washington County written approval must be submitted for all improvements proposed within the Washington County R/W.

- The divided median cross section should match and align with the cross section for 5th Street to allow for a continuous intersection design.
- Cross section plan sheets must be prepared and incorporated into the plan sets for Keats Avenue improvements and to identify the future trail corridor.

LANDSCAPE PLAN

1. The Landscape plans must be amended in accordance with the revised cross sections requested for 5th Street and the typical residential street.
2. City standard plan notes must be added to each landscape plan sheet with the plan notes eliminated from the detail pages.
3. As previously indicated a design-build irrigation system will not be allowed. The landscape irrigation system design must be submitted to the city for review and approval prior to the start of work.

SANITARY SEWER, WATER MAIN, STORM SEWER, AND STREETS

1. City standard plan notes for sanitary sewer, water main, storm sewer, and sidewalk and trail must be placed on the plan sheets to be prominently presented to the contractor. Delete notes from detail sheets.
2. Line type remains unclear to identify the improvements associated with Phase 1. Please remove or shade out ALL line types for other Phases not to be constructed with these Plans.

Sanitary sewer:

1. Provisions to adjustment the existing sanitary sewer manholes along 5th Street must be provided on Plans.
2. Please identify the need to lower the sewer line from Drop MH 11 to MH 13 on Street G. Also, the profile showing storm sewer crossing at STA 5+00 is not consistent with plan view. Please confirm.

Watermain:

1. Street F has more than 20 services isolated between valves. An additional gate valve should be added near STA 16+00.
2. Watermain and appurtenances must be upsized to 12 inches in diameter on Street G from Street F to the north end. Stub to Future Street F must be upsized to 12 inches in diameter.

Storm Sewer:

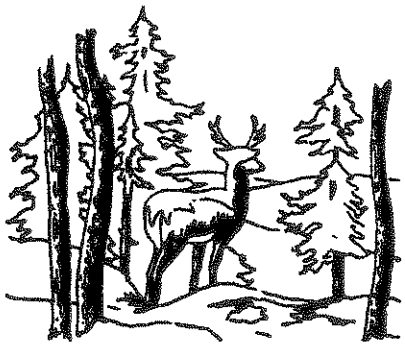
1. Storm sewer design calculations must be submitted to facilitate the city plan review. Provide a complete storm sewer schedule to include pipe capacity and cleansing velocities.
2. Calculations to support sufficient catch basin placement must be provided.
3. Provide written documentation to indicate Washington County approval for proposed modifications and use of OCS – 205.
4. Minimum easement widths must be provided as previously identified in this letter.
5. Plans must include RIM and inverts for all existing storm sewer infrastructure (see County R/W).
6. The minimum city standard pipe size for storm sewer is 15-inches. Please revise storm sewer from CBMH 166 to CBMH 169 accordingly.
7. Culvert from FES 200 to FES 201 must be increased to a minimum size of 15 inches. Additionally, a profile of this culvert must be shown on the Construction Plans.
8. Minimum outfall pipe slope is 1%. Storm sewer from STMH 51 to FES 50 must be revised accordingly.
9. Storm Sewer from CB 119 to CBMH 118 must cross perpendicular to 5th Street.
10. CBMH 131 – include stub extension for future connection.
11. Revise catch basin casting note to sump 0.10 feet at curb line (to be consistent with City Standard Detail).
12. Drain tile stubs should be a minimum of 100 feet in length.

GRADING AND EROSION CONTROL

1. The grading plan should be revised in the area of Outlot G where the drainage swale in Block 12 is directed to the back property of Lots 1 and 2, Block 2.

STORMWATER MANAGEMENT

1. The Stormwater Management Plan narrative and exhibit must be updated to properly identify all ponds and infiltration basins to support the narrative.
2. Written documentation must be provided indicating VBWD permit approval for the Stormwater Management Plan for the entire VBWD drainage area. VBWD documentation must indicate that the conditions of approval have been met.
3. Details must be added to the plans to address the specific restoration and finishes for all infiltration basins and storm water facilities.
4. The storm water facilities have been located in Outlots dedicated to the city for maintenance purposes. All 100-year high water levels (HWL) and HWL overflows must remain within a city Outlot.



January 15, 2014

Joe Jablonski
Lennar
16305 36th Ave North, Suite 600
Plymouth, MN 55446

Re: Savona—Lake Elmo, Minnesota
VBWD Permit #2013-20

Dear Mr. Jablonski:

Enclosed is the Valley Branch Watershed District (VBWD) permit for your project. Please note the following conditions imposed by the Managers, which are also listed on the back of the permit.

1. This permit is for Lots 14-15 of Block 8 and Blocks 9-19, the southeast portion of Outlot A, most of Outlot E, part of Outlot I, and all of Outlots B, C, G, and H, and the associated roads and storm sewer, as shown on the Sheets 3-6 of the Grading, Drainage & Erosion Control Plan dated 11/25/2013 and as owned by US Home Corporation. Another permit(s) will be required for all other work, including but not limited to the proposed multifamily units.

2. Manholes immediately upstream from treatment basins (e.g., Lots 10/11 of Block 8; Lot 5 of Block 17; Outlot C; CB in Street I upstream of Outlot I) shall have sumps greater than 3 feet and be equipped with porous baffles (e.g., SAFL baffles) to provide pretreatment and reduce washout/resuspension of sediment.

3. The bioretention basins shall be no deeper than 1.5 feet. The grading plans shall be revised and approved by the VBWD Engineer prior to construction.

4. Prior to construction, details of the proposed outlets from the treatment basins shall be provided and approved by the VBWD Engineer.

5. The low openings of Lots 4-7, Block 8 shall be no lower than El. 996.9. The low openings of Lots 1-2, Block 8 shall be no lower than El. 992.2. Drain tile shall be installed around the perimeter of the foundations of the homes on these lots.

6. This permit is not valid until a maintenance agreement in the general format of Appendix B of the VBWD Rules is submitted to and approved by the VBWD Attorney.

7. Prior to construction, the required surety shall be submitted to the VBWD.

8. The VBWD Engineer and Inspector shall be notified at least 3 days prior to commencement of work.

9. Erosion controls shall be installed prior to the commencement of grading operations and must be maintained throughout the construction period until turf is established. Additional erosion controls may be required, as directed by the VBWD Inspector or VBWD Engineer.

10. All disturbed areas shall be vegetated within 14 days of final grading.

11. This permit is not transferable.

12. The required drainage easements and access easements shall be recorded with the Washington County Recorder's Office.

13. This permit is subject to obtaining all other permits required by governmental agencies having jurisdiction (including a NPDES permit).

14. The applicant is responsible for removal of all temporary erosion-control measures, including silt fence, upon establishment of permanent vegetation at the project site as determined by the VBWD Engineer and/or Inspector.

15. The following additional erosion controls shall be implemented on the site:

    a. All proposed slopes 3 feet horizontal to 1 foot vertical (3H:1V) should be covered with erosion-control blanket.

    b. Silt fence should follow existing contours as closely as feasible to limit the potential for gully erosion along the edges.

    c. Additional silt fence may be needed during construction.

    d. Street sweeping shall be performed if sediment collects on streets.

    e. A construction sequencing plan shall be submitted, approved, and followed.

    f. If erosion occurs at the outlets of the storm sewer pipes, the applicant will be responsible for correcting the problem to the satisfaction of the VBWD.

    g. Any sediment that collects in storm sewers, ponds, or other water management features shall be removed.

16. To prevent soil compaction, the proposed infiltration areas shall be staked off and marked during construction to prevent heavy equipment and traffic from traveling over it. If infiltration facilities are in place during construction activities, sediment and runoff shall be kept away from the facility, using practices such as diversion berms and vegetation around the facility's perimeter. Infiltration facilities shall not be excavated to final grade until the contributing drainage area has been constructed and fully stabilized. The final phase of excavation shall remove all accumulated sediment and be done by light tracked equipment to avoid compaction of the basin floor. To

provide a well-aerated, highly porous surface, the soils of the basin floor shall be loosened to a depth of at least 24 inches to a maximum compaction of 85% standard proctor density prior to planting.

17. The Valley Branch Watershed District shall be granted drainage easements, which cover land adjacent to stormwater management facilities, wetlands, and lowlands up to their 100-year-flood elevations and which cover all ditches, storm sewers, and maintenance access to the stormwater management facilities.

18. The minimum floor elevations for all buildable lots in the development shall be recorded in a Declaration of Covenants and Restrictions or on the final plat.

19. Return or allowed expiration of any remaining surety and permit closeout is dependent on the permit holder providing proof that all required documents have been recorded (including but not limited to easements) and providing as-built drawings that show that the project was constructed as approved by the Managers and in conformance with the VBWD rules and regulations.

Thank you for your cooperation with the District's permit program.

Sincerely,

David J. Bucheck, President
Valley Branch Watershed District

DJB/ymh
Enclosure
c: Ray Marshall, VBWD Attorney
Ray Roemmich, VBWD Inspector
Molly Shodeen, MDNR
Kyle Klatt, City Planning Director—City of Lake Elmo
Jack Griffin, City Engineer, FOCUS Engineering—City of Lake Elmo
Building Inspector—City of Lake Elmo
Ryan Bluhm, P.E., Westwood Professional Services—Authorized Agent
Nathan Campbell, Corps of Engineers
Brad Johnson, MDNR
Jed Chesnut, Washington Conservation District
Melissa Doperalski, MDNR
Dennis Rodacker, Minnesota Board of Water and Soil Resources
Karen Wold, Barr Engineering Company
Yvonne Huffman, Barr Engineering Company

VALLEY BRANCH WATERSHED DISTRICT
PERMIT APPLICATION

TO BE COMPLETED BY VBWD:
PERMIT NUMBER 2013-20
PERMIT FEE RECEIVED $17,000
DATE RECEIVED Oct. 17, 2013

Return application to
John Hanson
Barr Engineering Company
Engineers for the Valley Branch Watershed District
4700 West 77th Street
Edina, MN 55435-4803



A permit fee shall accompany this permit, unless waived by the Board of Managers. (Governmental Bodies are not required to pay a fee.)

Project Information	Owner Information
Name of Project: SANOKA	Name: LENNAR - Joe Jakolonski
Purpose of Project: Grading & Drainage	Address: 16305 36th Avenue North Suite 600
Project Location (street address, if known; otherwise, major intersection): Keats Avenue & Hudson	City, State, Zip: Plymouth, MN 55446
City or Township: Lake Elmo	Phone: 952-249-3033
Legal Description (proof of ownership required): PID: Section: Township: Range:	Fax:
Project Timeline: Start Date: 9/15/2013 Completion Date: 10/31/2014	Email: Joe.Jakolonski@lennar.com
Authorized Agent Information	**Owner Information if different from Applicant**
Name: Ryan Blum	Name:
Business Name: Westwood Prof. Services	Address:
Address: 7699 Anagram Drive	City, State, Zip:
City, State, Zip: Eden Prairie, MN 55344	Phone:
Phone: 952-906-7452	Fax:
Fax:	Email:
Email: Ryan.Blum@westwoodps.com	

Once a Valley Branch Watershed District permit has been approved, the permit conditions will attached to the back of this form.

By signing this permit application, the permit applicant, his/her agent, and owner (hereinafter "Permittee") shall abide by all the conditions set by the Valley Branch Watershed District (VBWD). All work which violates the terms of the permit by reason of presenting a serious threat of soil erosion, sedimentation, or an adverse effect upon water quality or quantity, or violating any rule of the VBWD may result in the VBWD issuing a Stop Work Order which shall immediately cause the work on the project related to the permit to cease and desist. All work on the project shall cease until the permit conditions are met and approved by the VBWD representatives. In the event Permittee contests the Stop Work Order issued by the VBWD, Permittee shall attend a VBWD Board of Managers meeting and discuss the project. Any attorney fees, costs, or other expenses incurred on behalf of the VBWD in enforcing the terms of the permit shall be the sole expense of the permit applicant. Costs shall be payable from the permit applicant's permit fee. If said fees exceed the permit amount, the Permittee shall have ten (10) days from the date of receipt of the invoice from the VBWD to pay for the cost incurred in enforcing the permit, by which to pay the VBWD for said costs. If costs are not paid within the ten (10) days, the VBWD will draw on the permit applicant's surety. The Permittee agrees to be bound by the terms of the final permit and conditions required by the VBWD for approval of the permit. The permit applicant further acknowledges that he/she has the authority to bind the owner of the property and/or any entity performing the work on the property pursuant to the terms of the VBWD permit, and shall be responsible for complying with the terms of the VBWD permit.

Signatures (Required):

Applicant/Date	Owner (if different than Applicant)/Date	Owner's Authorized Agent/Date
10/15/2014		9/23/2013

LINCOLN FETCHER • DAVID BUCHECK • DONALD SCHEEL • DALE BORASH • RAY LUCKSINGER

SAVONA

KNOW ALL PERSONS BY THESE PRESENTS: That U.S. Home Corporation, a Delaware corporation, fee owner of the following described property situated in the County of Washington, State of Minnesota, to wit:

The Northeast Quarter of the Southeast Quarter in Section 34, Township 29, Range 21, Washington County, Minnesota.

AND

That part of the West Half of the Southeast Quarter in Section 34, Township 29, Range 21, Washington County, Minnesota, described as follows:

Commencing at the West Quarter corner of said Section 34; thence South 00 degrees 00 minutes 40 seconds East, along the west line of said Section 34, a distance of 472.55 feet; thence North 89 degrees 57 minutes 32 seconds East, a distance of 1315.91 feet to the west line of the East Half of the Southwest Quarter of said Section 34; thence South 00 degrees 02 minutes 55 seconds West, along said west line a distance of 531.15 feet; thence South 76 degrees 35 minutes 34 seconds East, a distance of 156.54 feet; thence southeasterly along a tangential curve, concave to the southwest, having a central angle of 15 degrees 36 minutes 34 seconds, a radius of 1060.00 feet for an arc distance of 288.78 feet; South 60 degrees 59 minutes 01 seconds East, tangent to said curve, a distance of 597.77 feet; thence southeasterly along a tangential curve, concave to the northeast, having a central angle of 28 degrees 11 minutes 27 seconds, a radius of 760.00 feet for an arc distance of 387.20 feet to the east line of said East Half of the Southwest Quarter and the point of beginning; thence continuing northeasterly along last described curve, concave to the north, having a central angle of 19 degrees 09 minutes 56 seconds, a radius of 760.00 feet for an arc distance of 519.51 feet; thence North 50 degrees 39 minutes 36 seconds East, tangent to said curve, a distance of 410.97 feet; thence northeasterly along a tangential curve concave to the southeast, having a central angle of 20 degrees 49 minutes 17 seconds, a radius of 1060.00 feet for an arc distance of 385.20 feet; thence North 71 degrees 28 minutes 52 seconds East, tangent to said curve, a distance of 207.22 feet to the east line of said West Half of the Southeast Quarter; thence North 00 degrees 01 minutes 13 seconds East, along said east line a distance of 650.00 feet to the north line of said West Half of the Southeast Quarter; thence South 89 degrees 58 minutes 46 seconds West, along said north line a distance of 1321.74 feet to the northwest corner of said West Half of the Southeast Quarter; thence South 00 degrees 06 minutes 31 seconds West, along the west line of said West Half of the Southeast Quarter, a distance of 1531.03 feet to the point of beginning.

Has caused the same to be surveyed and platted as **SAVONA** and does hereby donate and dedicate to the public for public use forever the public ways, as shown on this plat and also dedicate the easements as created by this plat for drainage and utility purposes only.

In witness whereof said U.S. Home Corporation, a Delaware corporation, has caused these presents to be signed by its proper officers this _____ day of _____, 20____.

U.S. HOME CORPORATION

By _____
Jonathan Aune, Division Vice President

STATE OF MINNESOTA
COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by Jonathan Aune, Division Vice President of U.S. Home Corporation, a Delaware corporation, on behalf of the corporation.

_____ _____
(Signature) (Name Printed)

Notary Public, _____ County, Minnesota
My Commission Expires _____

I hereby certify that I have surveyed and platted or directly supervised the survey and plating of the property described on this plat as **SAVONA**; that I am a duly licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on the plat; that all monuments depicted on the plat have been or will be correctly set within one year as indicated on the plat; that all water boundaries and wet lands as defined in MS 505.01, Subd 3 existing as of the date of this certification are shown and labeled on the plat; and that all public ways are shown and labeled on the plat.

Dated this _____ day of _____, 20____.

_____
Craig W. Worse, Licensed Land Surveyor
Minnesota License No. 23021

STATE OF MINNESOTA
COUNTY OF HENNEPIN

The foregoing Surveyor's Certificate was acknowledged before me this _____ day of _____, 20____, by Craig W. Worse, Licensed Land Surveyor, Minnesota License No. 23021.

_____ _____
(Signature) (Name Printed)

Notary Public, _____ County, Minnesota
My Commission Expires _____

CITY PLANNING COMMISSION
Approved by the Planning Commission of the City of Lake Elmo, Minnesota, at a regular meeting thereof, on the _____ day of _____, 20____.

By _____ By _____
Chair Secretary

CITY OF LAKE ELMO, MINNESOTA
This plat was approved by the City Council of the City of Lake Elmo, Minnesota this _____ day of _____, 20____, and hereby certifies compliance with all requirements as set forth in Minnesota Statutes, Section 505.03, Subdivision 2.

By _____ By _____
Mayor Clerk

COUNTY SURVEYOR
Pursuant to Chapter 820, Laws of Minnesota, 1971, and in accordance with Minnesota Statutes, Section 505.021, Subd. 11, this plat has been reviewed and approved this _____ day of _____, 20____.

By _____
Washington County Surveyor

COUNTY TREASURER/AUDITOR
Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 20____ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this _____ day of _____, 20____.

By _____
Washington County Treasurer/Auditor

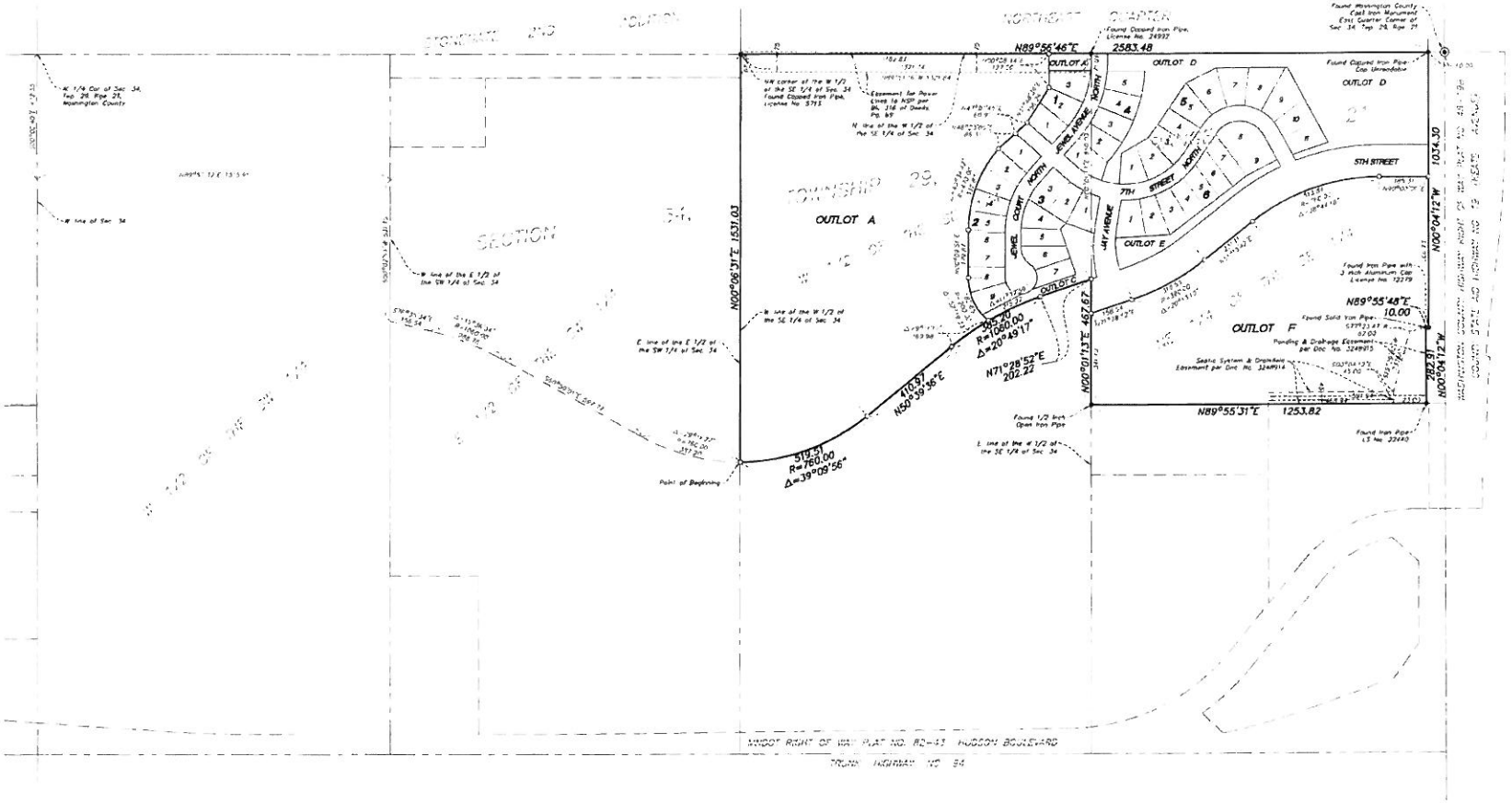
COUNTY RECORDER
Document Number _____

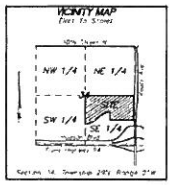
I hereby certify that this instrument was filed in the office of the County Recorder for record on this _____ day of _____, 20____, at _____ o'clock ____M., and was duly recorded in Washington County Records.

By _____ By _____
Washington County Recorder Deputy

Westwood
Professional Services, Inc.

SAVONA





- ◉ Denotes Cast Iron Monument found marked by Washington County
- ○ Denotes 1/2 inch by 14 inch iron monument set and marked by License No. 23021
- ● Denotes 1/2 inch by 14 inch iron monument found and marked as shown

The north line of the West Half of the Southeast Quarter of Section 34, Township 29, Range 21 is assumed to bear N 89°56'46" E

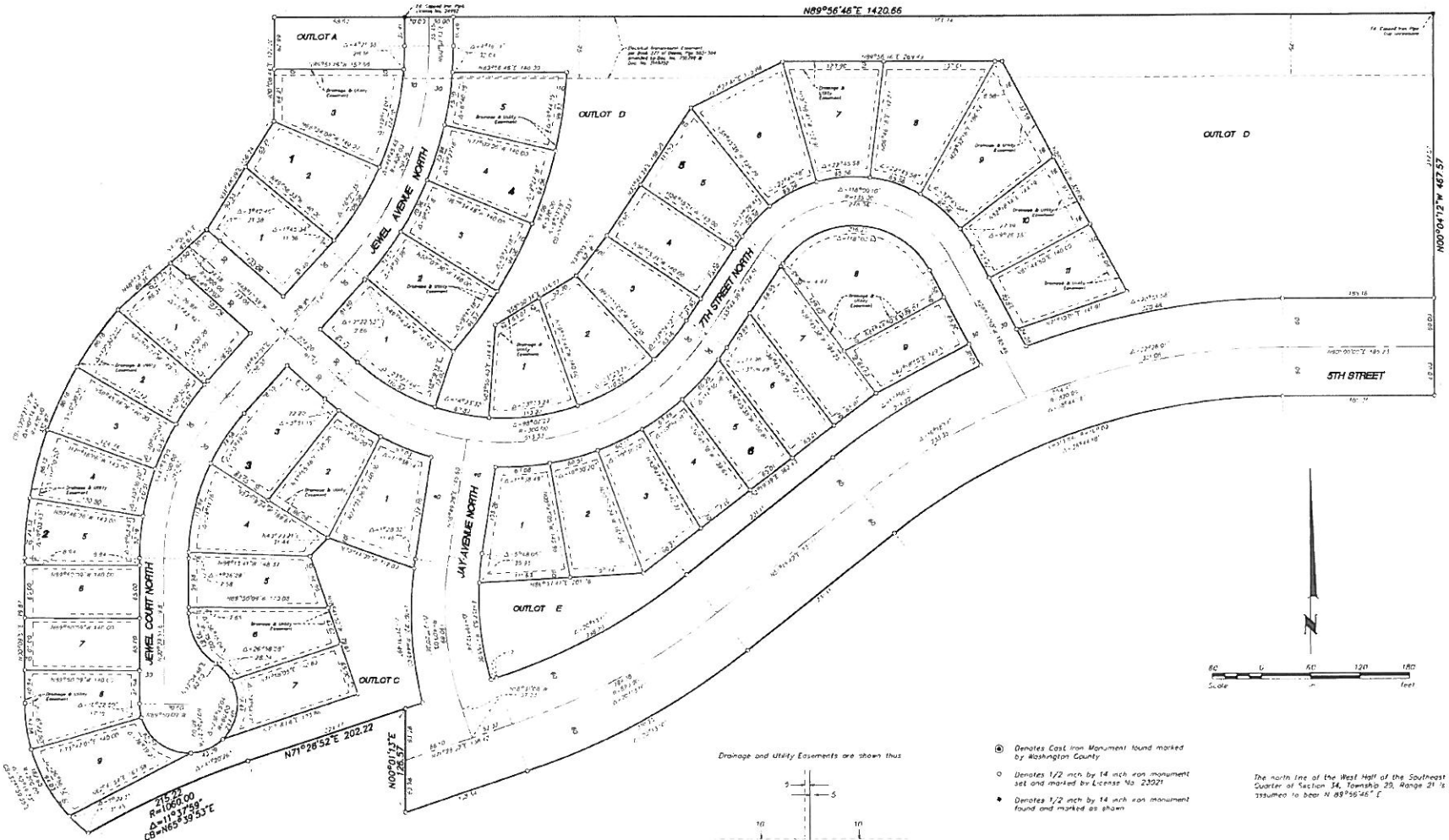
Scale: 1 inch = 200 feet

Westwood
Professional Services, Inc.

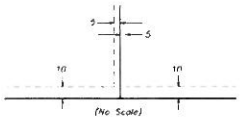
SAVONA

INSET

(From Sheet 2 of 3 Sheets)



Drainage and Utility Easements are shown thus



(No Scale)

Being 5 feet in width, unless otherwise indicated, and adjoining lot lines, and 10 feet in width and adjoining right-of-way lines as shown on the plat

◉ Denotes Cast Iron Monument found marked by Washington County

○ Denotes 1/2 inch by 14 inch iron monument set and marked by License No. 23021

★ Denotes 1/2 inch by 14 inch iron monument found and marked as shown

The north line of the West Half of the Southeast Quarter of Section 34, Township 29, Range 21 is assumed to bear N 89°56'46" E

Westwood
Professional Services, Inc.

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Construction Plans

for

Grading, Drainage & Erosion Control Plans

for

Savona

Lake Elmo, Minnesota

Prepared for:

Lennar Corporation
16305 36th Avenue North Suite 600
Plymouth, Minnesota, 55446
Contact: Steve Ach
Phone: 952-249-3033

Prepared by:

Westwood

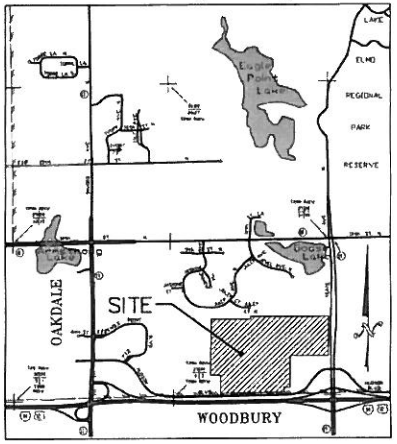
Westwood Professional Services, Inc.
7699 Anagram Drive
Eden Prairie, MN 55344

PHONE 952-937-5150
FAX 952-937-5822
TDD/TTY/HIRE 1-800-937-5150

www.westwoodps.com

Project number: 0000565.00
Contact: Ryan M. Bluhm

Vicinity Map



(Not to Scale)

Sheet List Table	
Sheet Number	Sheet Title
1	Cover
2	Overall Grading Plan
3	Grading, Drainage & Erosion Control Plan
4	Grading, Drainage & Erosion Control Plan
5	Grading, Drainage & Erosion Control Plan
6	Grading, Drainage & Erosion Control Plan
7	Details
8	Details
9	Street Profiles
10	Street Profiles
11	Pre-Developement Drainage Area Plan
12	Post-Developement Drainage Area Plan

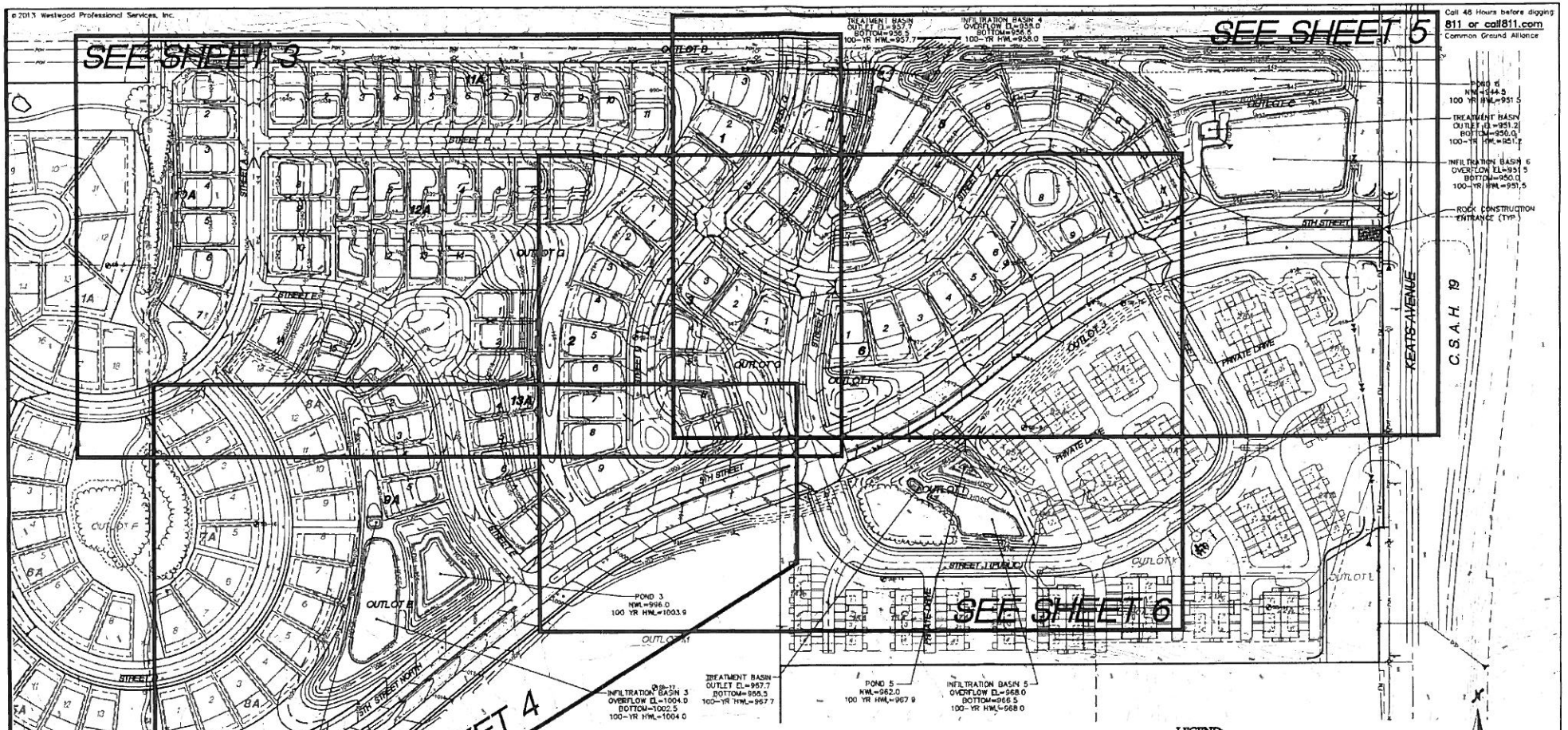
NO.	DATE	REVISION	SHEETS
1	09/17/13	WATERSHED COMMENTS	ALL
2	10/16/13	WATERSHED COMMENTS	ALL
3	11/14/13	WATERSHED COMMENTS	ALL
4	11/25/13	CITY & WATERSHED COMMENTS	ALL
5	12/13/13	REVISED STORM SEWER	ALL
6	01/16/14	CITY COMMENTS	ALL

Construction Plans
for
Grading, Drainage & Erosion Control Plans
for
Savona
Lake Elmo, Minnesota

Date: 08/23/13 Sheet: 1 of 12

0000565CV01.dwg

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Call 48 Hours before digging
811 or call811.com
Gopher State One Call

PROJECT SEQUENCING:

1. INSTALL PERIMETER SILT FENCE.
2. INSTALL ROCK CONSTRUCTION ENTRANCE(S).
3. GRADE PONDS AND INSTALL TEMP. OUTLETS (FOR USE AS TEMPORARY BASINS).
4. INSTALL SILT FENCE AROUND PONDS PER PLAN.
5. MASS GRADE SITE.
6. INSTALL TEMPORARY SEDIMENTATION BASINS PER NPDES OR AS DIRECTED BY THE ENGINEER
7. INSTALL EROSION CONTROL BLANKET IN DESIGNATED AREAS AS THEY ARE GRADED
8. SEED AND MULCH SITE PER SPECIFICATION INITIATED IMMEDIATELY UPON GRADING COMPLETION.
9. EXCAVATE INFILTRATION AREAS AFTER FINAL GRADE & STABILIZATION HAS OCCURRED
10. REMOVE SILT FENCE AFTER PERMANENT VEGETATION HAS BEEN ESTABLISHED.

GENERAL NOTES:

- ALL CONTOURS AND SPOT ELEVATIONS ARE SHOWN TO FINISHED SURFACE/GUTTER GRADES UNLESS OTHERWISE NOTED.
- REFER TO THE SITE PLAN/RECORD PLAT FOR MOST CURRENT HORIZONTAL SITE DIMENSIONS AND LAYOUT.
- THE CONTRACTOR SHALL VERIFY THE LOCATION AND ELEVATION OF EXISTING UTILITIES AND TOPOGRAPHICAL FEATURES WITH THE OWNERS AND FIELD-VERIFY PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL IMMEDIATELY NOTIFY THE ENGINEER OF ANY DISCREPANCIES OR VARIATIONS FROM PLAN.

* SEE SHEET 7 FOR CITY OF LAKE ELMO STANDARD PLAN NOTES FOR GRADING AND EROSION CONTROL.

NOTE:

TO PREVENT SOIL COMPACTION, THE PROPOSED INFILTRATION AREAS SHALL BE STAKED OFF AND MARKED DURING CONSTRUCTION TO PREVENT HEAVY EQUIPMENT AND TRAFFIC FROM TRAVELING OVER IT. IF INFILTRATION FACILITIES ARE IN PLACE DURING CONSTRUCTION ACTIVITIES, SEDIMENT AND RUNOFF SHALL BE KEPT AWAY FROM THE FACILITY, USING PRACTICES SUCH AS DIVERSION BERMS AND VEGETATION AROUND THE FACILITY'S PERIMETER. INFILTRATION FACILITIES SHALL NOT BE EXCAVATED TO FINAL GRADE UNTIL THE CONTRIBUTING DRAINAGE AREA HAS BEEN CONSTRUCTED AND FULLY STABILIZED. THE FINAL PHASE OF EXCAVATION SHALL REMOVE ALL ACCUMULATED SEDIMENT AND BE DONE BY LIGHT TRACKED EQUIPMENT TO AVOID COMPACTION OF THE BASIN FLOOR. TO PROVIDE A WELL-AERATED, HIGHLY POROUS SURFACE, THE SOILS OF THE BASIN FLOOR SHALL BE LOOSENED TO A DEPTH OF AT LEAST 24 INCHES TO A MAXIMUM COMPACTION OF 85% STANDARD PROCTOR DENSITY PRIOR TO PLANTING.

LEGEND:

- DENOTES SOIL BORING
- SF — DENOTES SILT FENCE
- HDSF — DENOTES HEAVY DUTY SILT FENCE
- DENOTES EXISTING CONTOURS
- 980 — DENOTES PROPOSED CONTOURS
- 980 — DENOTES PROPOSED INTERIM CONTOURS
- DENOTES FUTURE STORM SEWER
- DENOTES EXISTING STORM SEWER
- DENOTES PROPOSED STORM SEWER
- DENOTES EXISTING TREE LINE
- x 856.3 — DENOTES EXISTING SPOT ELEVATION
- + 66.30 — DENOTES PROPOSED SPOT ELEVATION
- DENOTES BIO-ROLL EROSION CHECKS
- E.O.F. — DENOTES EMERGENCY OVERFLOW ELEVATION
- DENOTES TREE PRESERVATION FENCING
- 3:1 SLOPE STABILIZATION EROSION CONTROL BLANKET

0' 100' 200' 300'

Latest Revision Date: 01/16/14

D0006450.DWG

Date: 08/23/13 Sheet 2 OF 12

Westwood Professional Services, Inc.
7699 Anagram Drive
Eden Prairie, MN 55344
PHONE 952-937-5150
FAX 952-937-5822
TOLL-FREE 1-888-937-5150
www.westwoodps.com
Westwood

I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly licensed PROFESSIONAL ENGINEER under the laws of the State of Minnesota.

Ryan M. Bluhm
Date 01/16/14 License No. 41257

Surveyor

Designed	CU
Checked	RMB
Drawn	DW
Record Drawing by/date	

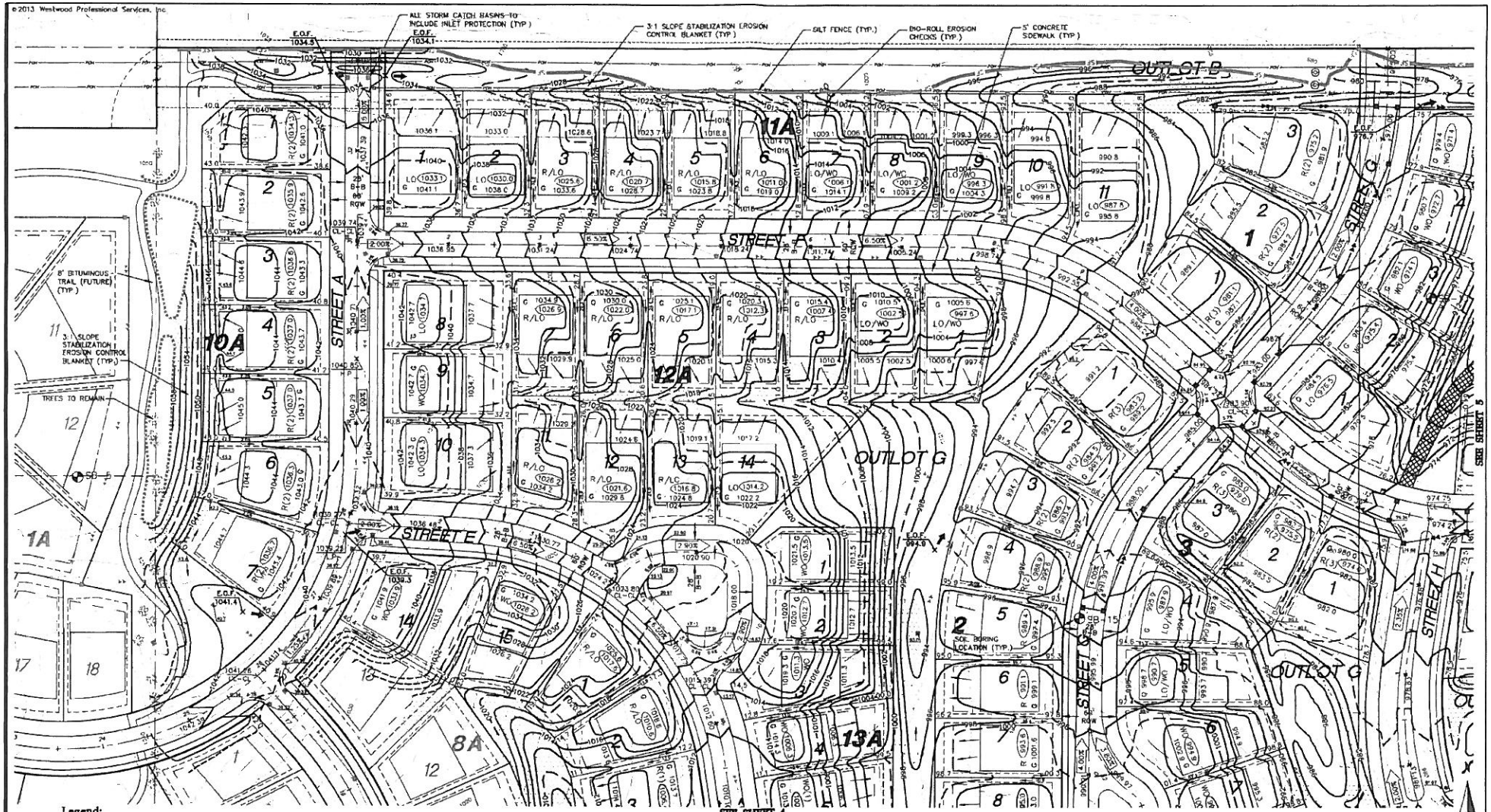
Prepared for:

Lennar Corporation
16305 36th Avenue North Suite 600
Plymouth, Minnesota, 55446

Savona

Lake Elmo, Minnesota

Overall Grading Plan



Legend:

SB-5	DENOTES SOIL BORING
SF	DENOTES SILT FENCE
HDSF	DENOTES HEAVY DUTY SILT FENCE
	DENOTES EXISTING CONTOURS
980	DENOTES PROPOSED CONTOURS
980	DENOTES PROPOSED INTERIM CONTOURS
	DENOTES FUTURE STORM SEWER
	DENOTES EXISTING STORM SEWER
	DENOTES PROPOSED STORM SEWER
	DENOTES EXISTING TREE LINE
+ 854.3	DENOTES EXISTING SPOT ELEVATION
+ 86.30	DENOTES PROPOSED SPOT ELEVATION
E.O.F.	DENOTES BIO-ROLL EROSION CHECKS
	DENOTES EMERGENCY OVERFLOW ELEVATION
	DENOTES TREE PRESERVATION FENCING
	3:1 SLOPE STABILIZATION EROSION CONTROL BLANKET

* SEE SHEET 7 FOR CITY OF LAKE ELMO STANDARD PLAN NOTES FOR GRADING AND EROSION CONTROL.

Call 48 Hours before digging:
811 or call811.com
Common Ground Alliance

0 50 100 150

Latest Revision Date: 01/16/14

Date: 08/23/13 Sheet 3 OF 12

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Westwood

I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly licensed PROFESSIONAL ENGINEER under the laws of the State of Minnesota.

Ryan M. Bluhm
Date 01/16/14 License No. 41257

Revisions
01/16/14 w/REVISED COMMENTS
02/04/14 w/REVISED COMMENTS
03/14/14 w/REVISED COMMENTS
03/24/14 w/ & w/REVISED COMMENTS
04/08/14 w/CIVIL STORM SEWER
04/14/14 CITY & w/REVISED COMMENTS

Designed GJ
Checked RMB
Drawn HW
Record Drawing Info/dates

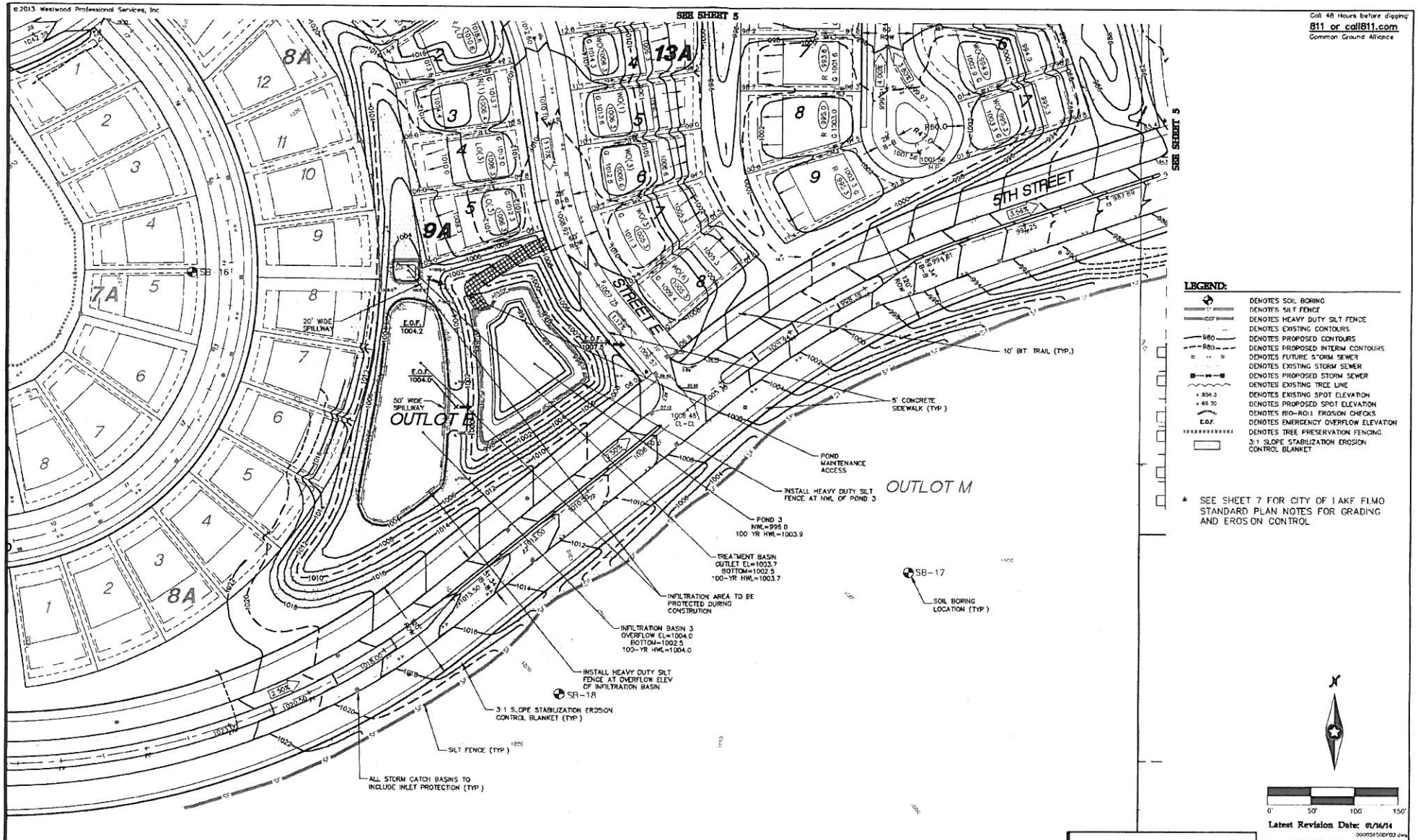
Prepared for:

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16305 36th Avenue North Suite 600
Plymouth, Minnesota, 55446

Savona
Lake Elmo, Minnesota

Grading, Drainage & Erosion Control Plan

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LEGEND:

- DENOTES SOIL BORING
- DENOTES SILT FENCE
- DENOTES HEAVY DUTY SILT FENCE
- DENOTES EXISTING CONTOURS
- 980 DENOTES PROPOSED CONTOURS
- 980 DENOTES PROPOSED INTERIM CONTOURS
- DENOTES FUTURE STORM SEWER
- DENOTES EXISTING STORM SEWER
- DENOTES PROPOSED STORM SEWER
- DENOTES EXISTING TREE LINE
- 894.3 DENOTES EXISTING SPOT ELEVATION
- 68.30 DENOTES PROPOSED SPOT ELEVATION
- DENOTES BIO-ROLL EROSION CHECKS
- E.O.F. DENOTES EMERGENCY OVERFLOW ELEVATION
- DENOTES TREE PRESERVATION FENCING
- 3:1 SLOPE STABILIZATION EROSION CONTROL BLANKET

* SEE SHEET 7 FOR CITY OF LAKE ELMO STANDARD PLAN NOTES FOR GRADING AND EROSION CONTROL

Call 48 Hours before digging
811 or call811.com
Common Ground Alliance

0' 50' 100 150'

Latest Revision Date: 01/16/14

Date: 08/23/13 Sheet: 4 OF 12

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www.westwoodps.com

I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly licensed PROFESSIONAL ENGINEER under the laws of the State of Minnesota.

Kyan M. Bluhm
Date: 01/16/14 License No. 41257

Revisions
06/17/13 WATERSHED COMMENTS
09/09/13 WATERSHED COMMENTS
11/04/13 WATERSHED COMMENTS
11/26/13 CITY & WATERSHED COMMENTS
12/13/13 REVISED STORM SEWER
01/16/14 CITY COMMENTS

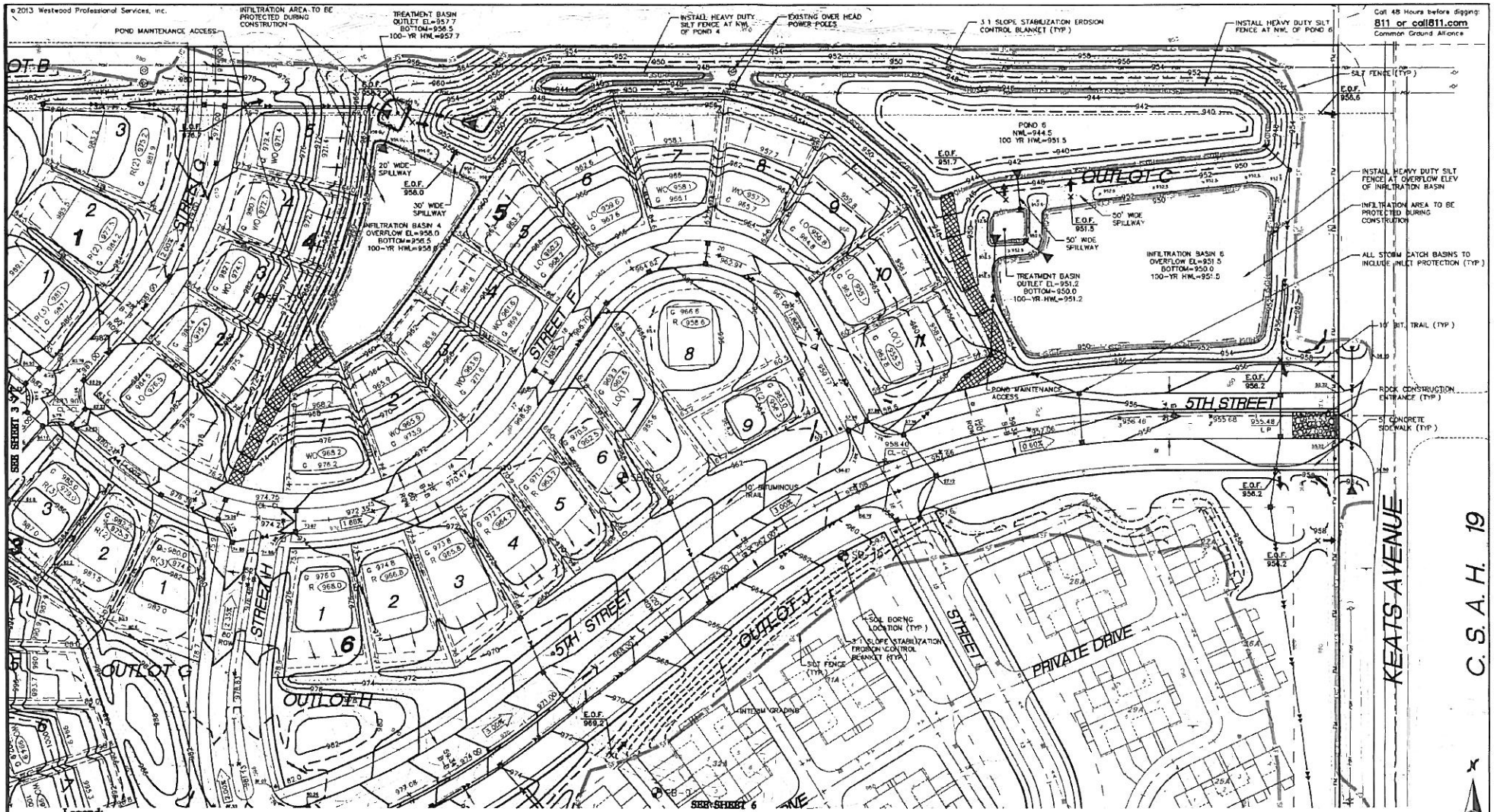
Designed: CLJ
Checked: KMB
Drawn: HTV
Record Drawing Info/Notes:

Prepared for:

Lennar Corporation
16305 36th Avenue North Suite 600
Plymouth, Minnesota, 55446

Savona
Lake Elmo, Minnesota

Grading, Drainage & Erosion Control Plan



Legend:

DENOTES SOIL BORING	DENOTES FUTURE STORM SEWER
DENOTES SILT FENCE	DENOTES EXISTING STORM SEWER
DENOTES HEAVY DUTY SILT FENCE	DENOTES PROPOSED STORM SEWER
DENOTES EXISTING CONTOURS	DENOTES EXISTING TREE LINE
DENOTES PROPOSED CONTOURS	DENOTES EXISTING SPOT ELEVATION
DENOTES PROPOSED INTERIM CONTOURS	DENOTES PROPOSED SPOT ELEVATION
DENOTES BIO-ROLL EROSION CHECKS	
DENOTES EMERGENCY OVERFLOW ELEVATION	
DENOTES TREE PRESERVATION FENCING	
3:1 SLOPE STABILIZATION EROSION CONTROL BLANKET	

* SEE SHEET 7 FOR CITY OF LAKE ELMO STANDARD PLAN NOTES FOR GRADING AND EROSION CONTROL.

0' 50' 100' 150

Latest Revision Date: 01/16/14

Date: 08/23/13 Sheet 5 OF 12

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Eden Prairie, MN 55344
PHONE 952.937.5150
FAX 952.937.5822
TOLL FREE 1.866.937.5150
www.wwestwoodps.com

I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly licensed PROFESSIONAL ENGINEER under the laws of the State of Minnesota.

Ryan M. Hudson

Date: 01/16/14 License No. 41257

Revisions
08/12/13 AS REVISED COMMENTS
10/16/13 AS REVISED COMMENTS
11/26/13 AS REVISED COMMENTS
12/20/13 CITY & WATERSHED COMMENTS
12/31/13 REVISED STORM SEWER
01/16/14 CITY COMMENTS

Designed: CLJ
Checked: RMH
Drawn: JDW
Record Drawing by/date:

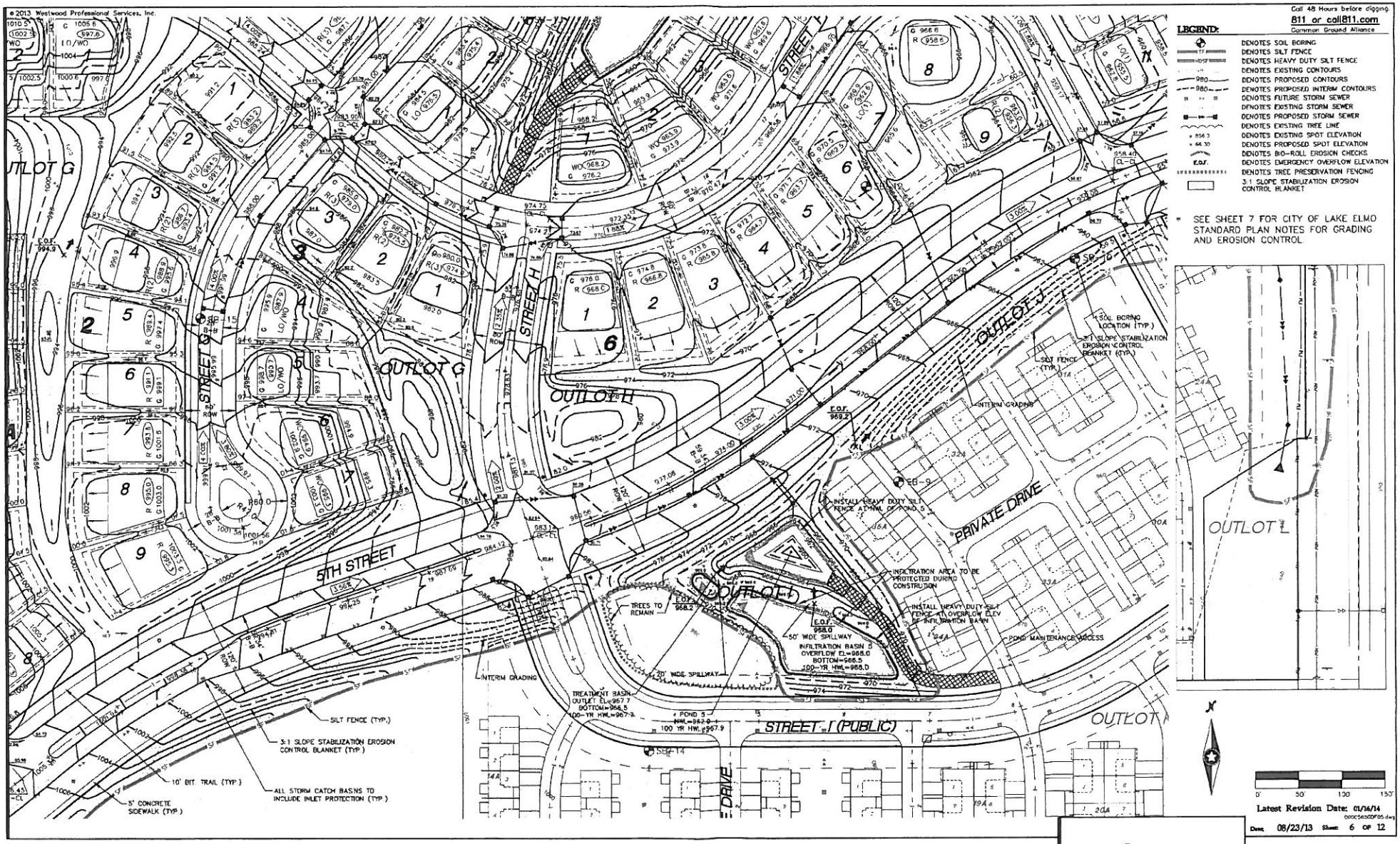
Prepared for:

Lennar Corporation
16305 36th Avenue North Suite 600
Plymouth, Minnesota, 55446

Savona

Lake Elmo, Minnesota

Grading, Drainage & Erosion Control Plan



Latest Revision Date: 01/16/14

Date: 08/23/13 Sheet: 6 OF 12

Westwood

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Ryan M. Hakes
Date: 01/16/14 License No. 41257

Revisions
08/17/13 INCORPORATE COMMENTS
10/08/13 INCORPORATE COMMENTS
11/01/13 INCORPORATE COMMENTS
11/20/13 CITY & WATERSHED COMMENTS
12/13/13 ADJUST TRUNK SEWER
01/16/14 CITY COMMENTS

Designed: CLL
Checked: TMB
Drawn: MW
Record Drawing Initials:

Prepared for:

Lennar Corporation
16305 36th Avenue North Suite 600
Plymouth, Minnesota, 55446

Savona
Lake Elmo, Minnesota

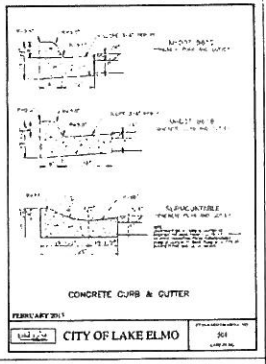
Grading, Drainage & Erosion Control Plan

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STANDARD PLAN NOTES

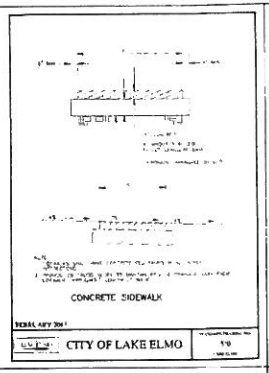
FEBRUARY 2013

CITY OF LAKE ELMO


CONCRETE CURB & GUTTER

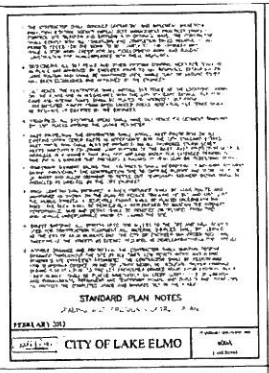
FEBRUARY 2013

CITY OF LAKE ELMO


CONCRETE SIDEWALK

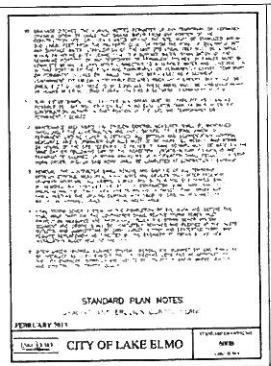
FEBRUARY 2013

CITY OF LAKE ELMO


STANDARD PLAN NOTES

FEBRUARY 2013

CITY OF LAKE ELMO


STANDARD PLAN NOTES

FEBRUARY 2013

CITY OF LAKE ELMO


STANDARD PLAN NOTES

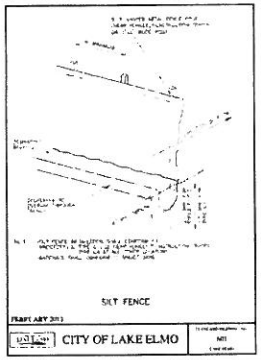
FEBRUARY 2013

CITY OF LAKE ELMO


STANDARD PLAN NOTES

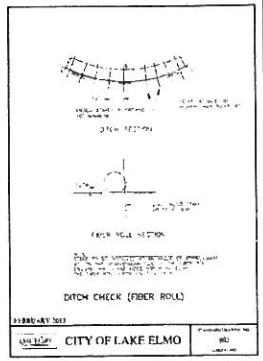
FEBRUARY 2013

CITY OF LAKE ELMO


SILT FENCE

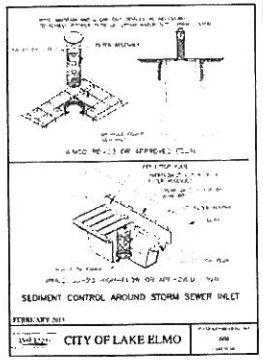
FEBRUARY 2013

CITY OF LAKE ELMO


DITCH CHECK (FIBER ROLL)

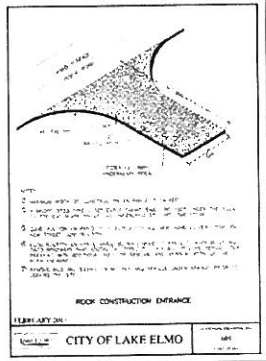
FEBRUARY 2013

CITY OF LAKE ELMO


SEDIMENT CONTROL AROUND STORM SEWER INLET

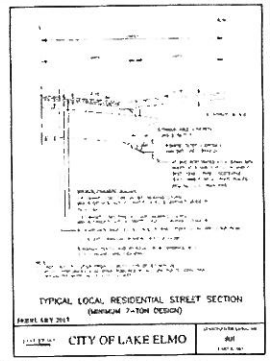
FEBRUARY 2013

CITY OF LAKE ELMO


ROCK CONSTRUCTION ENTRANCE

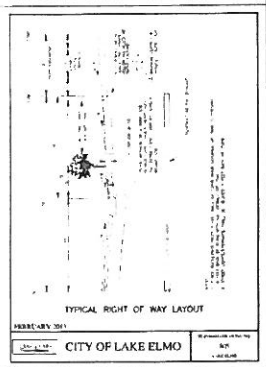
FEBRUARY 2013

CITY OF LAKE ELMO


TYPICAL LOCAL RESIDENTIAL STREET SECTION
(MINIMUM 7-TON DESIGN)

FEBRUARY 2013

CITY OF LAKE ELMO


TYPICAL RIGHT OF WAY LAYOUT

FEBRUARY 2013

CITY OF LAKE ELMO

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Latest Revision Date: 01/16/14

Date: 08/23/13 Sheet: 7 OF 12

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www.westwoodps.com

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Ryan M. Bhahn
Date 01/16/14 License No. 41257

Revisions

Designed CLJ
Checked RMB
Drawn MW
Record Drawing by/date

Prepared for:

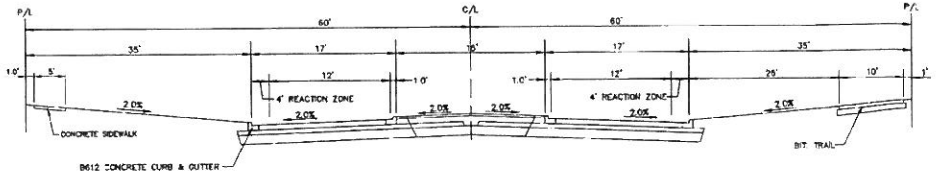
Lennar Corporation
16305 36th Avenue North Suite 600
Plymouth, Minnesota, 55446

Savona

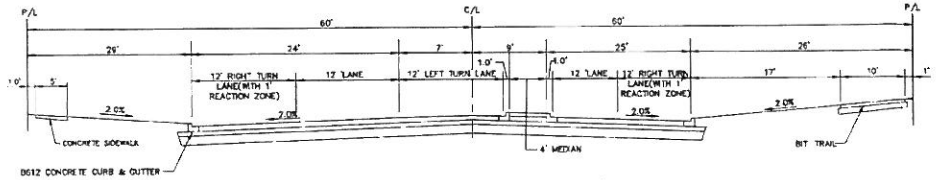
Lake Elmo, Minnesota

Details

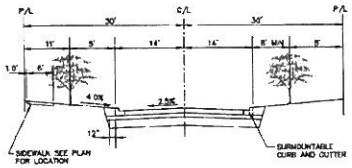
©2013 Westwood Professional Services, Inc



5TH STREET NORTH (WITHOUT TURN LANE)
NO SCALE
SEE CITY OF LAKE ELMO DETAIL B01 FOR TYPICAL STREET SECTION



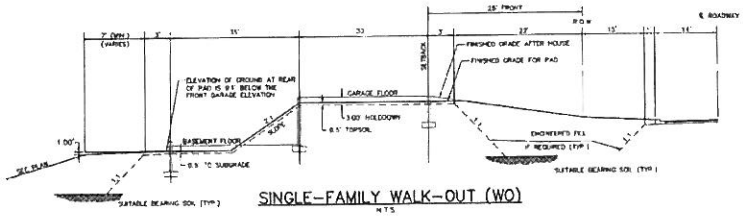
5TH STREET NORTH (WITH TURN LANES)
NO SCALE
SEE CITY OF LAKE ELMO DETAIL B01 FOR TYPICAL STREET SECTION



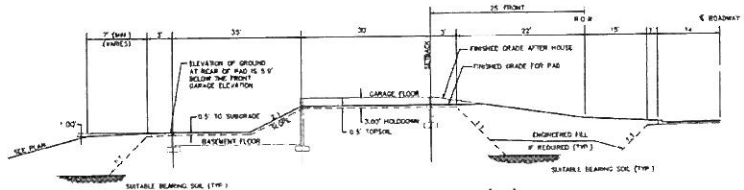
RESIDENTIAL STREET (28' B-B)
NO SCALE
60' ROW
SEE CITY OF LAKE ELMO DETAIL B01 FOR TYPICAL STREET SECTION



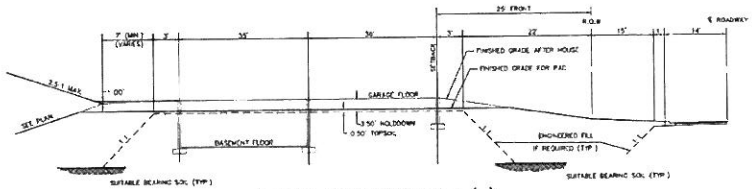
POND DETAIL
N.T.S.



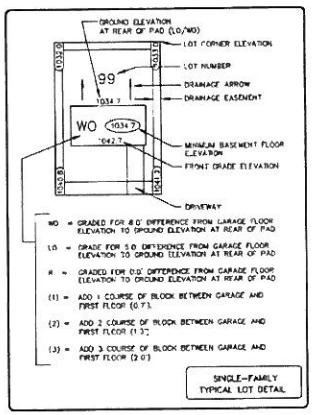
SINGLE-FAMILY WALK-OUT (WO)
N.T.S.



SINGLE-FAMILY LOOK-OUT (LO)
N.T.S.



SINGLE-FAMILY RAMBLER (R)
N.T.S.



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Date: 08/23/13 Sheet 8 OF 12

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Ryan M. Bluhm
Date 01/16/14 License No. 41257

Revisions
01/21/14 PRELIMINARY COMMENTS
10/08/13 WATERSHED COMMENTS
11/06/13 WATERSHED COMMENTS
11/20/13 CITY & WATERSHED COMMENTS
12/13/13 REVISED STORM SEWER
01/16/14 CITY COMMENTS

Designed	CLJ
Checked	RMB
Drawn	KTW
Record Drawing by/date	

Prepared for:

Lennar Corporation
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Plymouth, Minnesota, 55446

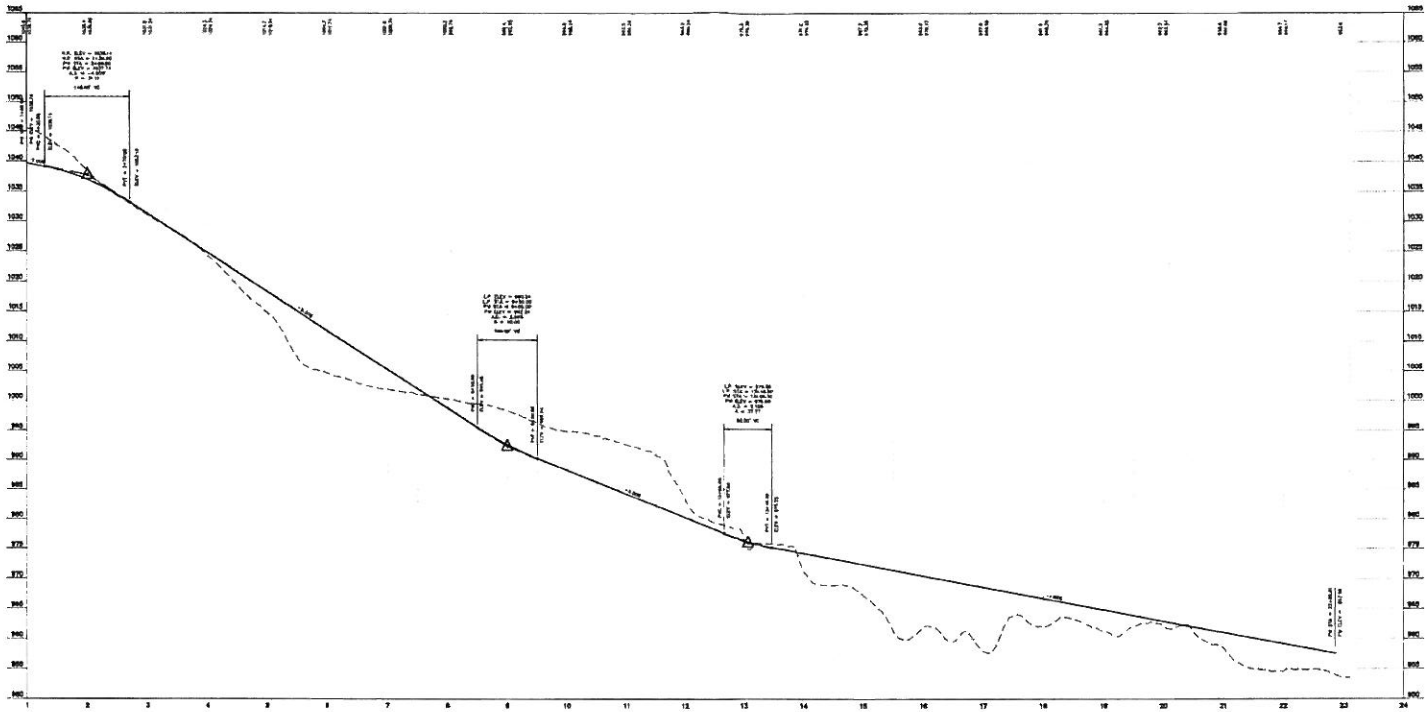
Savona
Lake Elmo, Minnesota

Details

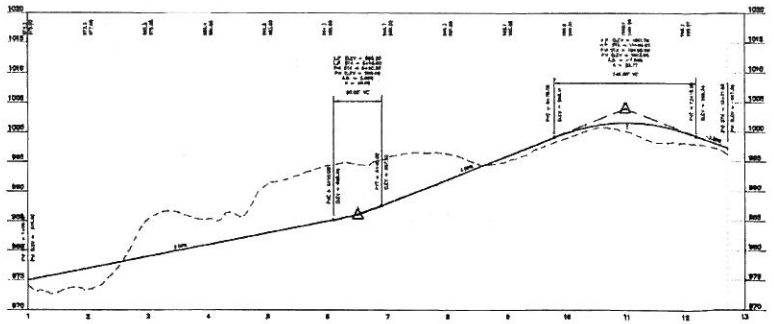
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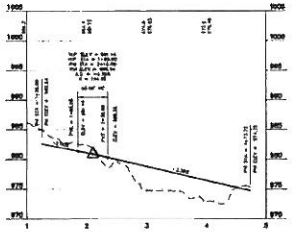
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Street F



Street G



Street H

0' 100' 200' 300'

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Date: 08/23/13 Sheet: 10 OF 12

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Ryan M. Hales

Date 01/16/14 License No. 41257

Revisions
01/16/14 PER PRELIM COMMENTS

Designed: CLJ
Checked: RMH
Drawn: MW
Record Drawing by/date:

Prepared for:

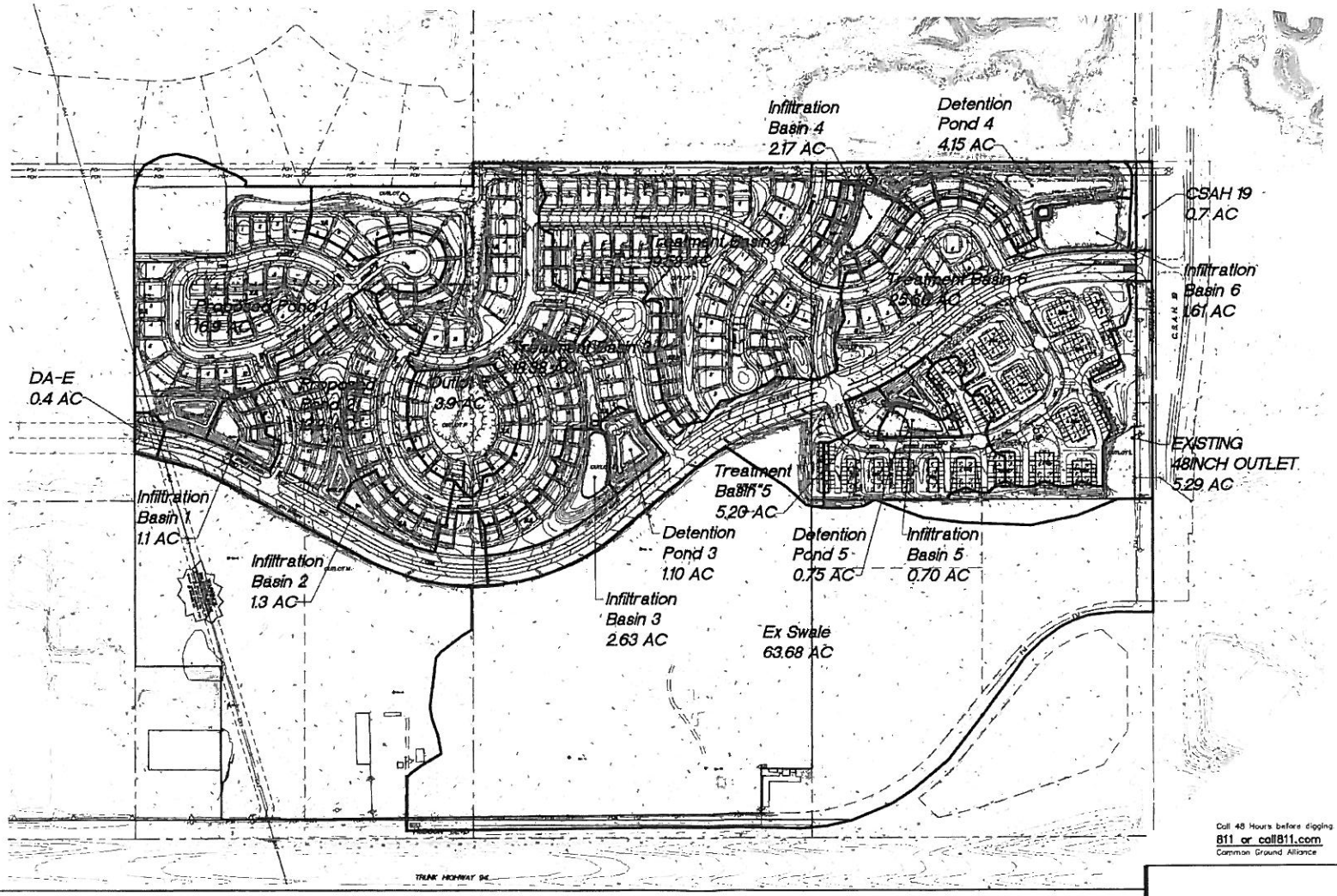
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16305 36th Avenue North Suite 600
Plymouth, Minnesota, 55446

Savona

Lake Elmo, Minnesota

Street Profiles

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0' 100' 200' 300'

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Ryan M. Bluhm
Date 01/16/14 License No. 41257

Revisions
05/17/13 AS BIDDED COMMENTS
09/30/13 RESPONSES COMMENTS
11/14/13 RESPONSES COMMENTS
12/20/13 CITY & WATERSHED COMMENTS
12/31/13 PLANTER STORM SEWER
01/16/14 CITY COMMENTS

Designed CLJ
Checked RMB
Drawn KW
Record Drawing Initials

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Post-Developement Drainage Area Plan

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Construction Plans

for

Sanitary Sewer, Water Main, Storm Sewer and Streets

for

Savona

Lake Elmo, Minnesota

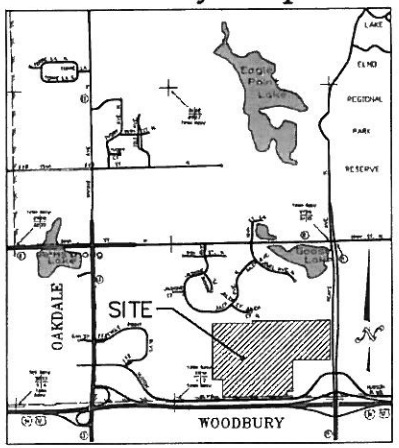
Prepared for:

Lennar Corporation
16305 36th Avenue North Suite 600
Plymouth, Minnnesota, 55446
Contact: Steve Ach
Phone: 952-249-3033

Prepared by:
Westwood
Project number: 0000565.00
Contact: Ryan M. Bluhm

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Vicinity Map



(Not to Scale)

Sheet List Table	
Sheet Number	Sheet Title
1	Cover
2	Overall Plan
3	Sanitary Sewer and Water Main Construction Plan
4	Sanitary Sewer and Water Main Construction Plan
5	Sanitary Sewer and Water Main Construction Plan
6	Storm Sewer and Street Construction Plan
7	Storm Sewer and Street Construction Plan
8	Storm Sewer and Street Construction Plan
9	Storm Sewer and Street Construction Plan
10	Storm Sewer and Street Construction Plan
11	Storm Sewer and Street Construction Plan
12	Storm Sewer and Street Construction Plan
13	Details
14	Details
15	Details
16	5th Street Signing & Striping Plan
17	Keats Avenue Improvements Plan

NO.	DATE	REVISION	SHEETS
1	01/16/14	CITY COMMENTS	ALL

Construction Plans
for
Sanitary Sewer, Water Main, Storm Sewer and Streets
for
Savona
Lake Elmo, Minnesota

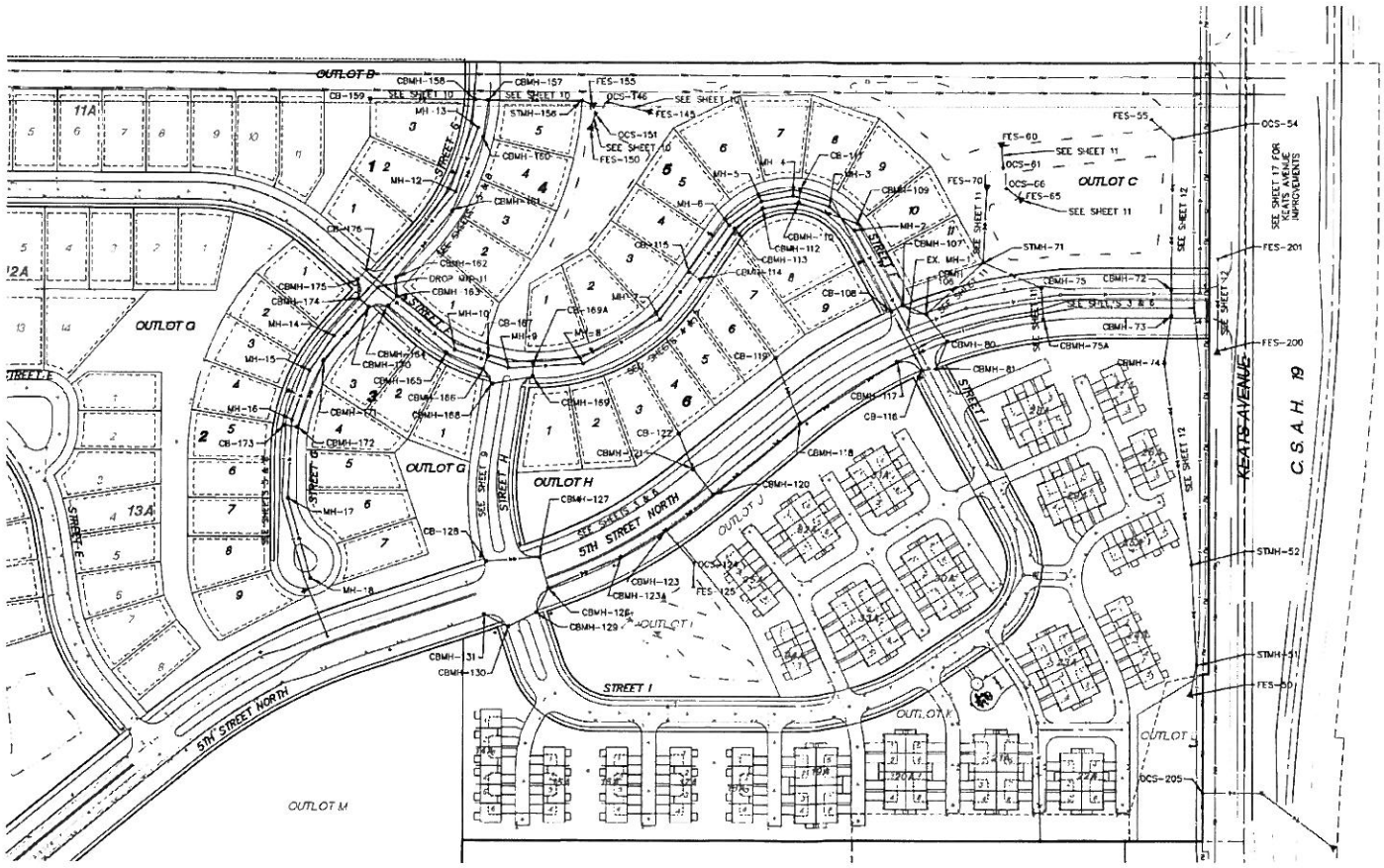
Date: 12/13/13 Sheet: 1 of 17

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STORM SEWER CASTING SCHEDULE			
STRUCTURE			CASTING TYPE
NUMBER	TYPE	DIA.	
50	FES	48"	
51	STMH	72"	R-1642 B
52	STMH	72"	R-1642 B
54	OCS	60"	SEE DETAIL
55	FES	36"	
60	FES	36"	
61	OCS	72"	SEE DETAIL
65	FES	18"	
66	OCS	48"	SEE DETAIL
70	FES	48"	
71	STMH	72"	R-1642 B
72	CBMH	72"	R-3067-V
73	CBMH	72"	R-3067-V
74	CBMH	72"	R-4342
75	CBMH	48"	R-3067-V
75A	CBMH	48"	R-3067-V
80	CBMH	72"	R-3067-V
81	CBMH	48"	R-3067-V
106	CBMH	96"	R-3067-V
107	CBMH	48"	R-3067-V
108	CB	2'x3'	R-3067-V
109	CBMH	48"	R-3067-V
110	CBMH	48"	R-3067-V
111	CB	2'x3'	R-3067-V
112	CBMH	48"	R-3067-V
113	CBMH	48"	R-3067-V
114	CBMH	48"	R-3067-V
115	CB	2'x3'	R-3067-V
116	CB	2'x3'	R-3067-V
117	CBMH	60"	R-3067-V
118	CBMH	60"	R-3067-V
119	CB	27"	R-4342
120	CBMH	60"	R-3067-V
121	CBMH	48"	R-3067-V
122	CB	27"	R-4342
123	CBMH	60"	R-3067-V
123A	CBMH	48"	R-3067-V
124	OCS	48"	SEE DETAIL
125	FES	12"	
126	CBMH	60"	R-3067-V
127	CBMH	48"	R-3067-V
128	CB	2'x3'	R-3067-V
129	CBMH	48"	R-3067-V
130	CBMH	48"	R-3067-V
131	CBMH	48"	R-3067-V
145	FES	36"	
146	OCS	72"	SEE DETAIL
150	FES	12"	
151	OCS	48"	SEE DETAIL
155	FES	33"	
156	STMH	60"	R-1642 B
157	CBMH	60"	R-3067-V
158	CBMH	48"	R-3067-V
159	CB	27"	R-4342
160	CBMH	60"	R-3067-V
161	CBMH	60"	R-3067-V
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163	CBMH	60"	R-3067-V
164	CBMH	60"	R-3067-V
165	CBMH	48"	R-3067-V
166	CBMH	48"	R-3067-V
167	CB	2'x3'	R-3067-V
168	CBMH	48"	R-3067-V
169	CBMH	48"	R-3067-V
169A	CB	2'x3'	R-3067-V
170	CBMH	48"	R-3067-V
171	CBMH	48"	R-3067-V
172	CBMH	48"	R-3067-V
173	CB	2'x3'	R-3067-V
174	CBMH	48"	R-3067-V
175	CBMH	48"	R-3067-V
176	CB	2'x3'	R-3067-V
200	FES	12"	
201	FES	12"	
205	OCS	72"	SEE DETAIL



* SEE SHEETS 13 & 14 FOR CITY OF LAKE ELMO STANDARD PLAN NOTE

LEGEND

FUTURE	EXISTING	PROPOSED
Sanitary Sewer	Sanitary Sewer	Sanitary Sewer
Water	Water	Water
Hyd w\Valve	Hyd w\Valve	Hyd w\Valve
Storm Sewer	Storm Sewer	Storm Sewer

0' 100 200' 300'

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Date 12/13/13 Sheet 2 OF 17

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Ryan M. Hinkins
Date 01/16/14 License No. 47257

Revisions
01/16/14 CITY COMMENTS

Designed CLJ
Checked RMH
Drawn JDV
Record Drawing by/date

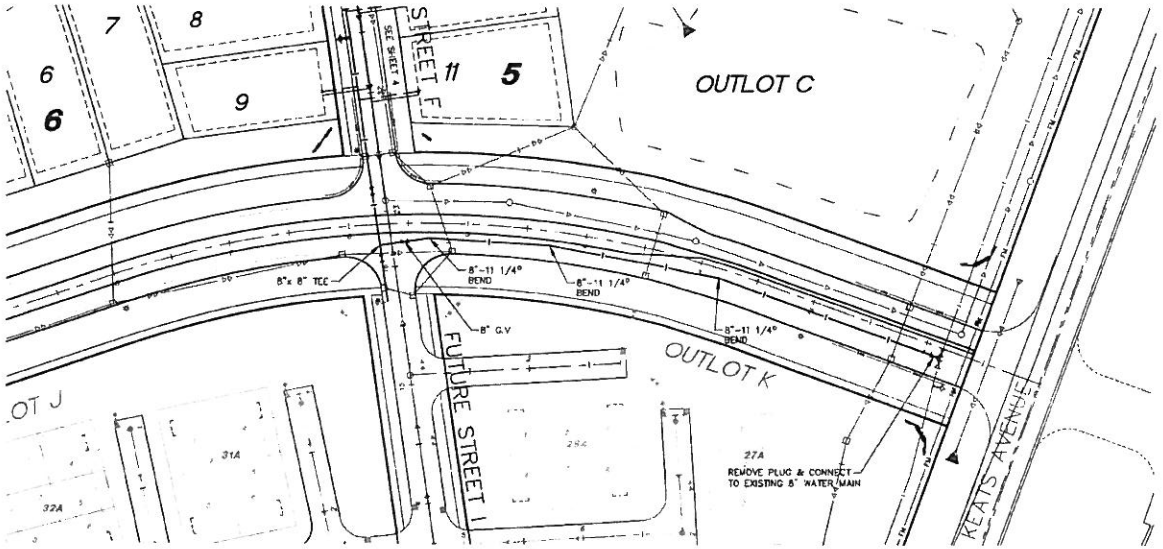
Prepared for:

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Savona
Lake Elmo, Minnesota

Overall Plan

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GENERAL NOTES:

(XXX.X) DENOTES SANITARY SEWER SERVICE INVERT @ END OF STUB.

WYE=X+XX DENOTES SANITARY SEWER SERVICE WYE LOCATED ON MAINLINE FROM DOWN STREAM M.H.

FLAG HYDRANTS.

EXTEND RODS ON DEEP VALVES.

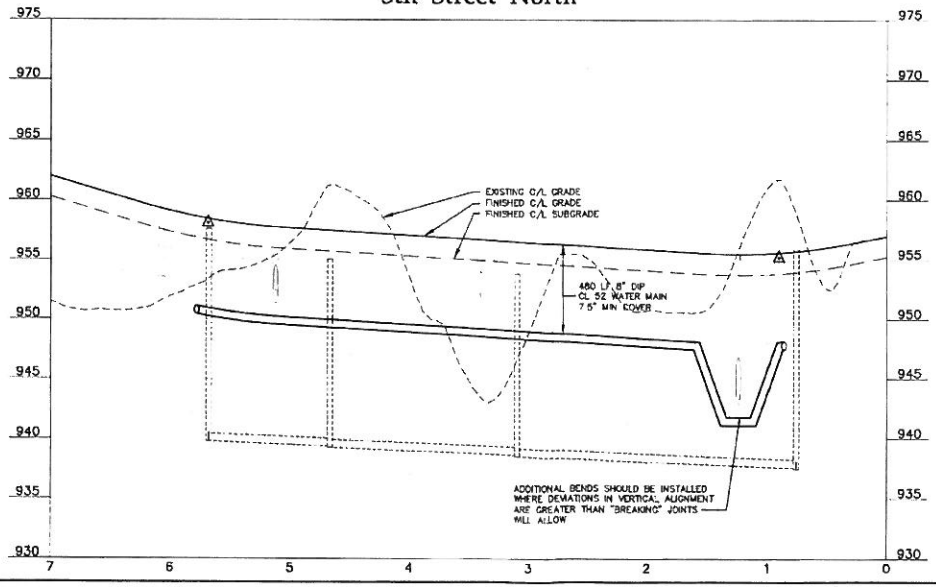
ALL DROP MANHOLES TO BE CONSTRUCTED USING OUTSIDE DROPS.

ALL SANITARY SEWER SERVICES SHALL BE 4" PVC SDR 26.

ALL SINGLE FAMILY WATER SERVICES SHALL BE 1" TYPE K COPPER UNLESS OTHERWISE NOTED

0 50 100 150

5th Street North



* SEE SHEETS 13 & 14 FOR CITY OF LAKE ELMO STANDARD PLAN NOTE

Latest Revision Date: 01/16/14
0000545\UTIL01.dwg
Date: 12/13/13 Sheet: 3 OF 17

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Ryan M. Hinkes
Date 01/16/14 License No. 41257

Revisions
01/16/14 CITY COMMENTS

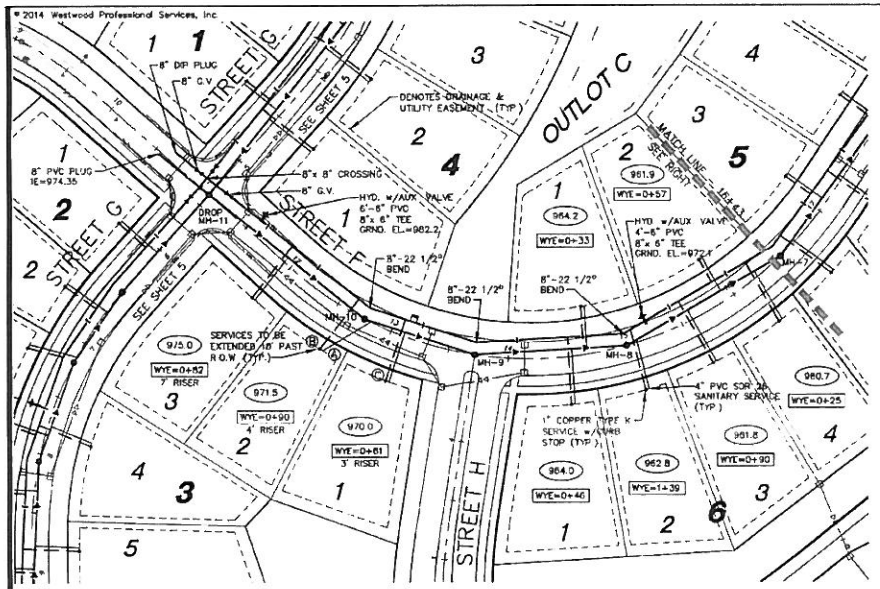
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Checked RMH
Drawn MW
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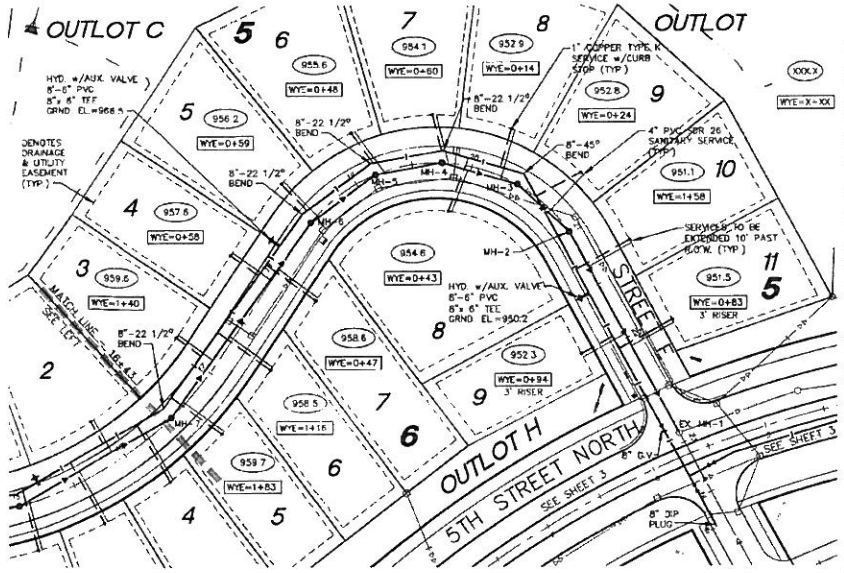
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Plymouth, Minnesota, 55446

Savona
Lake Elmo, Minnesota

Sanitary Sewer and Water Main Construction Plan
5th Street North

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GENERAL NOTES:

DENOTES SANITARY SEWER SERVICE INVERT @ END OF STUB.

DENOTES SANITARY SEWER SERVICE WYE LOCATED ON MAINLINE FROM DOWN STREAM M.H.

FLAG HYDRANTS.

EXTEND RODS ON DEEP VALVES.

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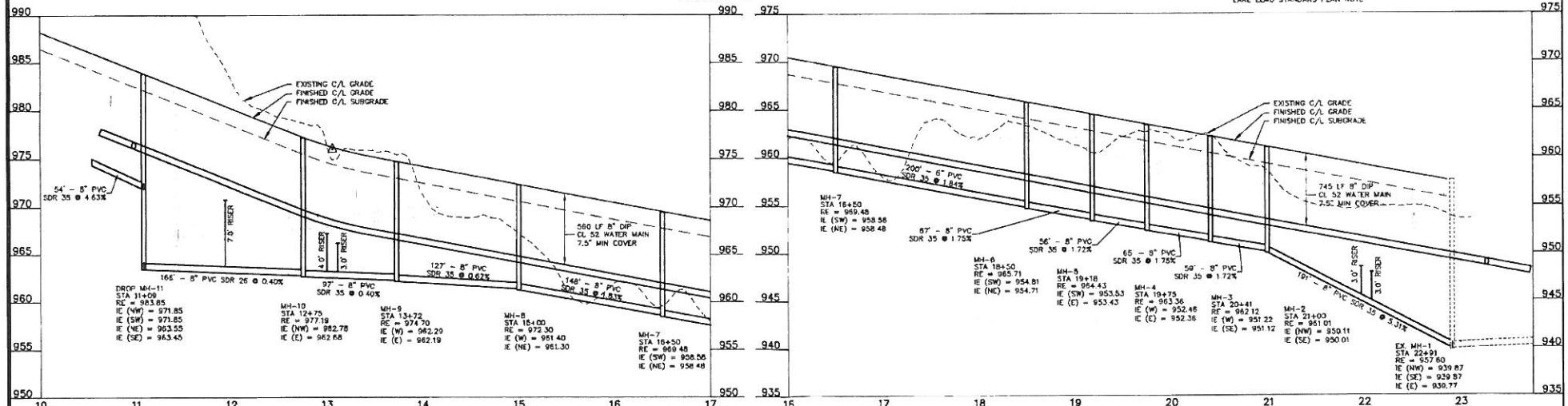
(A) INSTALL 4" SAN SERVICE UNDER STORM SEWER
INSTALL 4" SERVICE RISER AT END OF SERVICE

(B) INSTALL WATER SERVICE OVER STORM SEWER (INSULATE)

(C) INSTALL WATER SERVICE UNDER STORM SEWER (INSULATE).

0' 50' 100' 150'

Street F



Latest Revision Date: 01/16/14
000056/EPSE.dwg

Date: 12/13/13 Sheet: 4 OF 17

Westwood Professional Services, Inc.
7699 Anagram Drive
Eden Prairie, MN 55344
PHONE 952.937.5150
FAX 952.937.5822
TOLL FREE 1.866.937.5150
www.westwoodps.com

I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly licensed PROFESSIONAL ENGINEER under the laws of the State of Minnesota.
Ryan M. Rhodes
Date: 01/16/14 License No.: 41257

Revisions
01/16/14 CITY COMMENTS

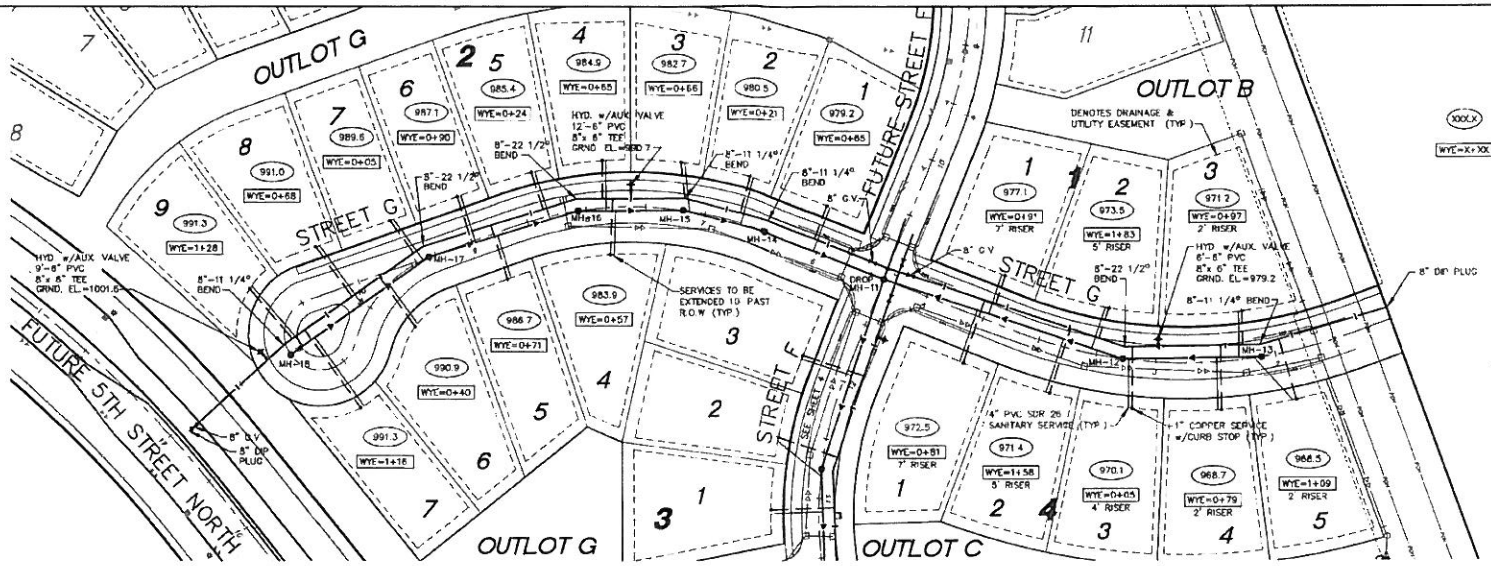
Designed: CLJ
Checked: RMR
Drawn: RTW
Record Drawing by/date:

Prepared for:
Lennar Corporation
16305 36th Avenue North Suite 600
Plymouth, Minnesota, 55446

Savona
Lake Elmo, Minnesota

Sanitary Sewer and Water Main Construction Plan
Street F

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GENERAL NOTES:

(XXX.X) DENOTES SANITARY SEWER SERVICE INVERT @ END OF STUB

(WYE=X+XX) DENOTES SANITARY SEWER SERVICE WYE LOCATED ON MAINLINE FROM DOWN STREAM M.H.

FLAG HYDRANTS.

EXTEND RODS ON DEEP VALVES.

ALL DROP MANHOLES TO BE CONSTRUCTED USING OUTSIDE DROPS.

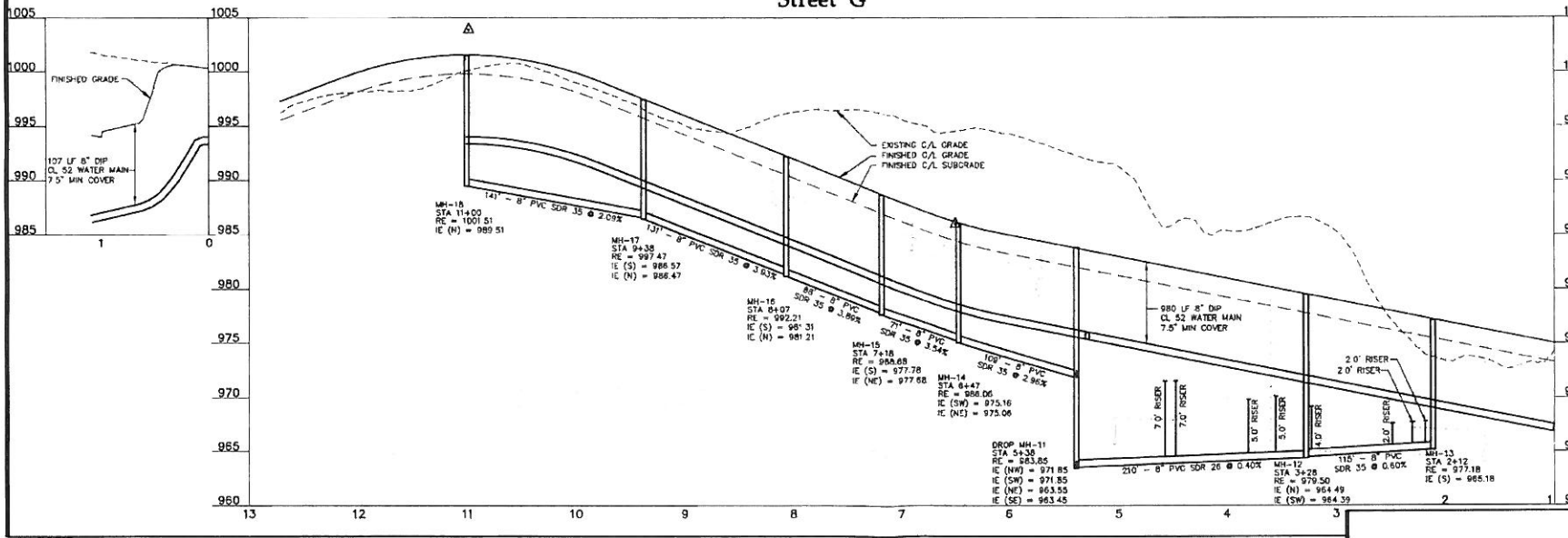
ALL SANITARY SEWER SERVICES SHALL BE 4" PVC SDR 26.

ALL SINGLE FAMILY WATER SERVICES SHALL BE 1" TYPE K COPPER UNLESS OTHERWISE NOTED.

* SEE SHEETS 13 & 14 FOR CITY OF LAKE ELMO STANDARD PLAN NOTE

0 50 100 150

Street G



Latest Revision Date: 01/16/14
Date: 12/13/13 Sheet: 5 OF 17

Westwood

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Ryan M. Hales
Date: 01/16/14 License No. 41257

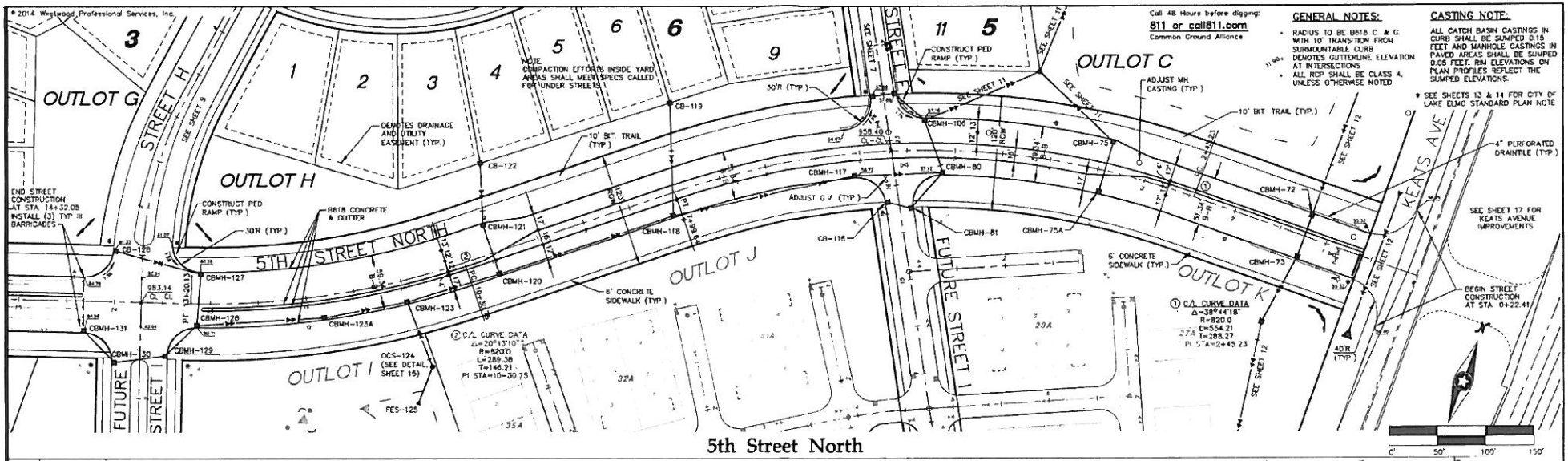
Revisions
01/16/14 CITY COMMENTS

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Drawn: HPF
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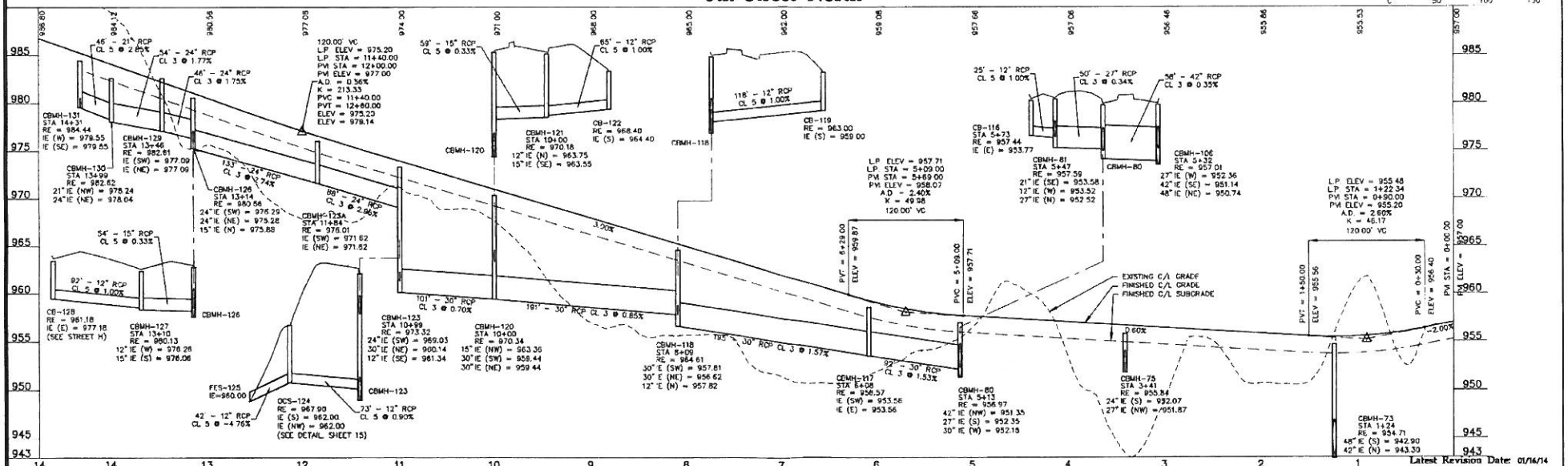
Prepared for:
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Plymouth, Minnesota, 55446

Savona
Lake Elmo, Minnesota

Sanitary Sewer and Water Main Construction Plan
Street G



5th Street North



Latest Revision Date: 01/16/14

Date: 12/13/13 Sheet: 6 OF 17

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Ryan M. Hedges
Date: 01/15/14 License No.: 41257

Revisions
01/16/14 CITY COMMENTS

Designed: CLJ
Checked: RMH
Drawn: MW
Record Drawing by/date:

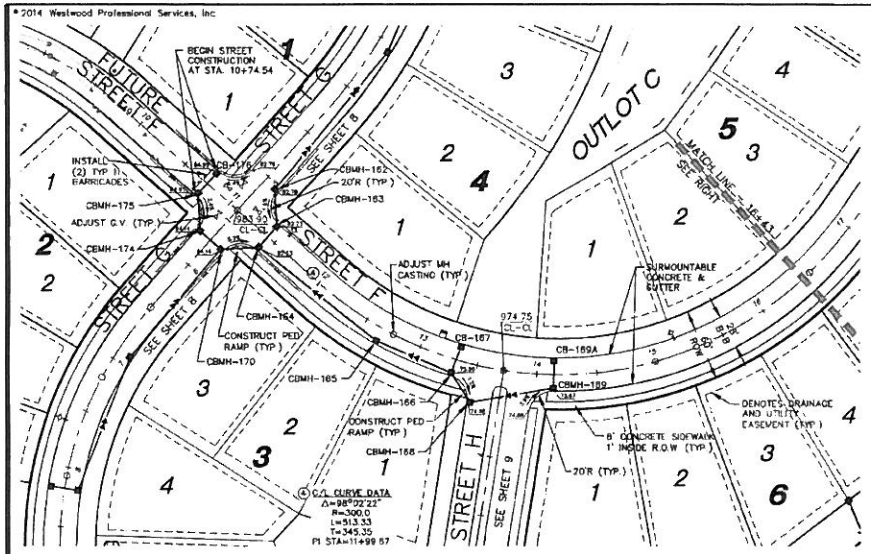
Prepared for:
Lennar Corporation
16305 36th Avenue North Suite 600
Plymouth, Minnesota, 55446

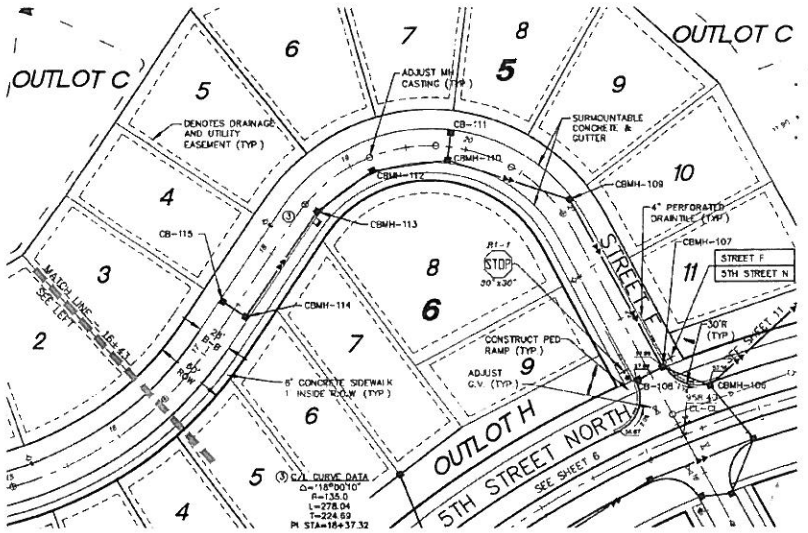
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Lake Elmo, Minnesota

Storm Sewer and Street Construction Plan
5th Street North

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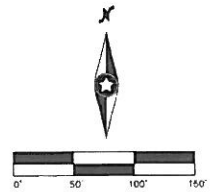
GENERAL NOTES:

- RADIUS TO BE 8618 C. & G WITH 10' TRANSITION FROM SURMOUNTABLE CURB
- DENOTES GUTTERLINE ELEVATION AT INTERSECTIONS
- ALL RCP SHALL BE CLASS 4 UNLESS OTHERWISE NOTED

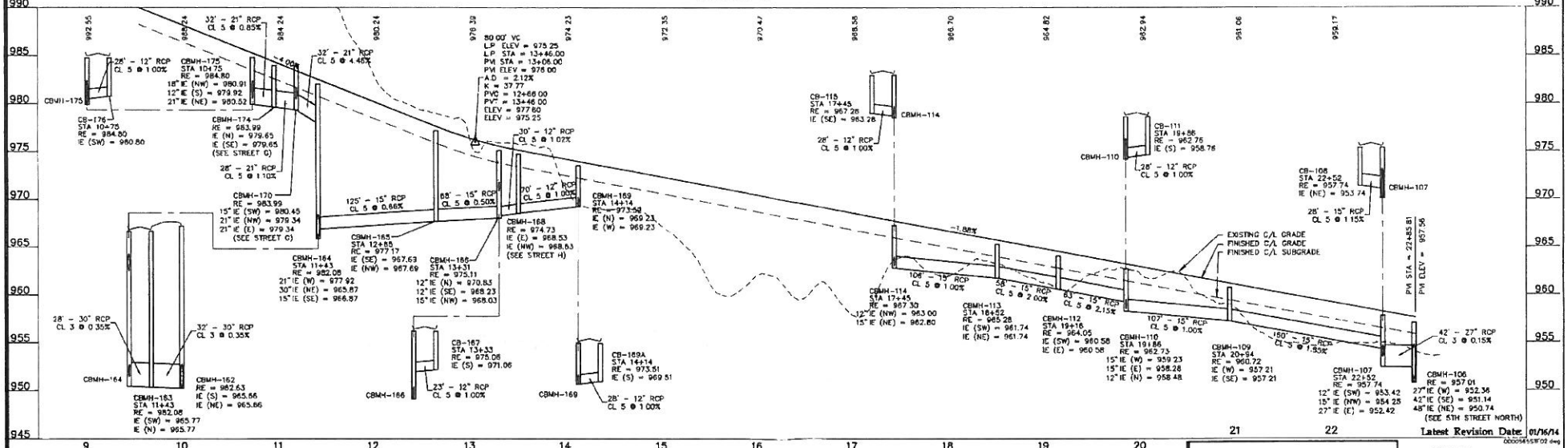
CASTING NOTE:

ALL CATCH BASIN CASTINGS IN CURB SHALL BE SUMPED 0.15 FEET AND MANHOLE CASTINGS IN PAVED AREAS SHALL BE SUMPED 0.05 FEET. RIM ELEVATIONS ON PLAN PROFILES REFLECT THE SUMPED ELEVATIONS.

* SEE SHEETS 13 & 14 FOR CITY OF LAKE ELMO STANDARD PLAN NOTE



Street F



Latest Revision Date: 01/16/14

Date: 12/13/13 Sheet: 7 OF 17

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Ryan M. Hedges
Date: 01/16/14 License No.: 41257

Revisions
01/16/14 CITY COMMENTS

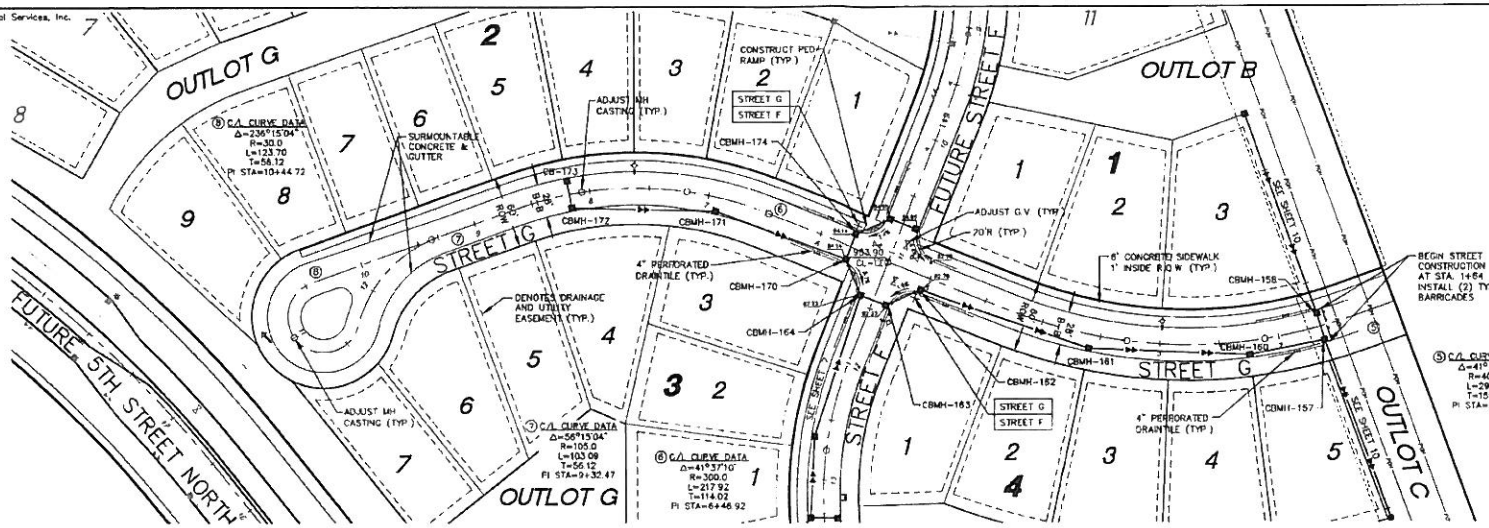
Designed: CLJ
Checked: RMH
Drawn: NH
Record Drawing by/date:

Prepared for:
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Plymouth, Minnesota, 55446

Savona
Lake Elmo, Minnesota

Storm Sewer and Street Construction Plan
Street F

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GENERAL NOTES:

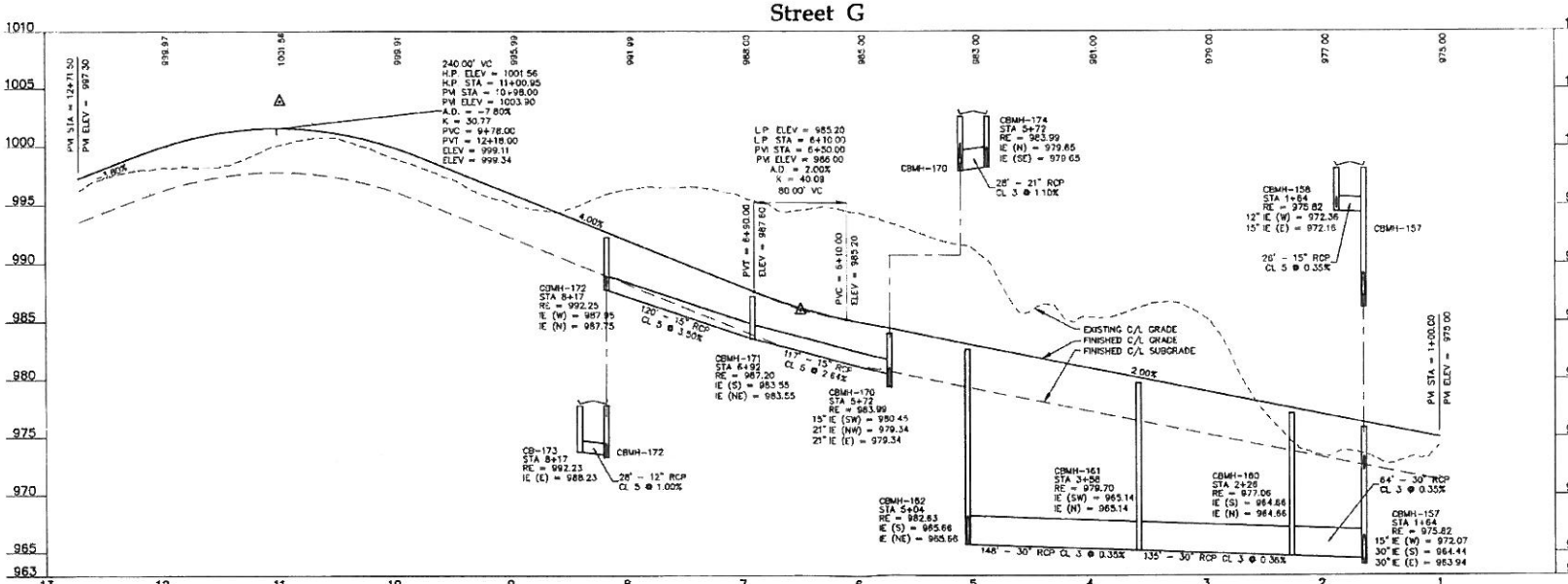
- RADIUS TO BE B618 C & G WITH 10' TRANSITION FROM SURMOUNTABLE CURB
- DENOTES GUTTERLINE ELEVATION AT INTERSECTIONS
- ALL RCP SHALL BE CLASS 4, UNLESS OTHERWISE NOTED

CASTING NOTE:

ALL CATCH BASIN CASTINGS IN CURB SHALL BE SUMPED 0.15 FEET AND MANHOLE CASTINGS IN PAVED AREAS SHALL BE SUMPED 0.05 FEET. RIM ELEVATIONS ON PLAN PROFILES REFLECT THE SUMPED ELEVATIONS.

* SEE SHEETS 13 & 14 FOR CITY OF LAKE ELMO STANDARD PLAN NOTE

Street G



Latest Revision Date: 01/16/14

Date: 12/13/13 Sheet: 8 OF 17

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Ryan M. Hoskins
Date: 01/16/14 License No. 41257

Revisions
01/16/14 CITY COMMENTS

Designed: KLL
Checked: RMH
Drawn: MW
Record Drawing by/date:

Prepared for:

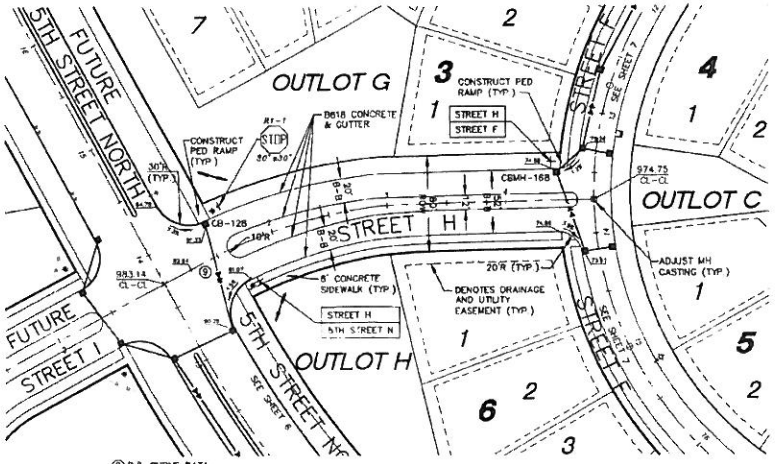
Lennar Corporation
16305 36th Avenue North Suite 600
Plymouth, Minnesota, 55446

Savona
Lake Elmo, Minnesota

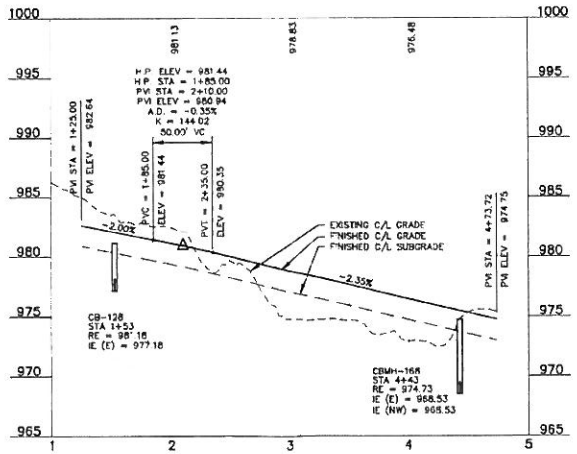
Storm Sewer and Street Construction Plan
Street G

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Street H



GENERAL NOTES:

- RADIUS TO BE B618 C & G WITH 10' TRANSITION FROM SURMOUNTABLE CURB
- 974.75 DENOTES GUTTERLINE ELEVATION AT INTERSECTIONS
- ALL RCP SHALL BE CLASS 4, UNLESS OTHERWISE NOTED

CASTING NOTE:

ALL CATCH BASIN CASTINGS IN CURB SHALL BE SUMPED 0.15 FEET AND MANHOLE CASTINGS IN PAVED AREAS SHALL BE SUMPED 0.05 FEET. RIM ELEVATIONS ON PLAN PROFILES REFLECT THE SUMPED ELEVATIONS.

* SEE SHEETS 13 & 14 FOR CITY OF LAKE ELMO STANDARD PLAN NOTE

0' 50' 100' 150

Latest Revision Date: 01/16/14

Date: 12/13/13 Sheet: 9 OF 17

Savona

Lake Elmo, Minnesota

Storm Sewer and Street Construction Plan

Street H

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Ryan M. Hickok
Date 01/16/14 License No. 41237

Revisions
01/16/14 CITY COMMENTS

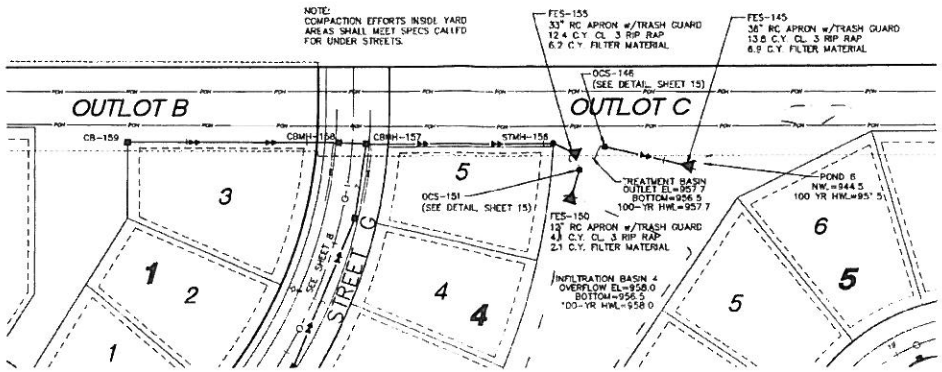
Designed: CLJ
Checked: RMH
Drawn: MW
Record Drawing by/date:

Prepared for:

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Plymouth, Minnesota, 55446

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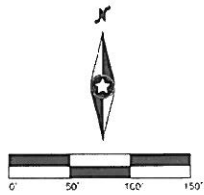
GENERAL NOTES:

- RADIUS TO BE B6*8 C. & G. WITH 10' TRANSITION FROM SURMOUNTABLE CURB
- DENOTES GUTTERLINE ELEVATION AT INTERSECTIONS.
- ALL RCP SHALL BE CLASS 4, UNLESS OTHERWISE NOTED

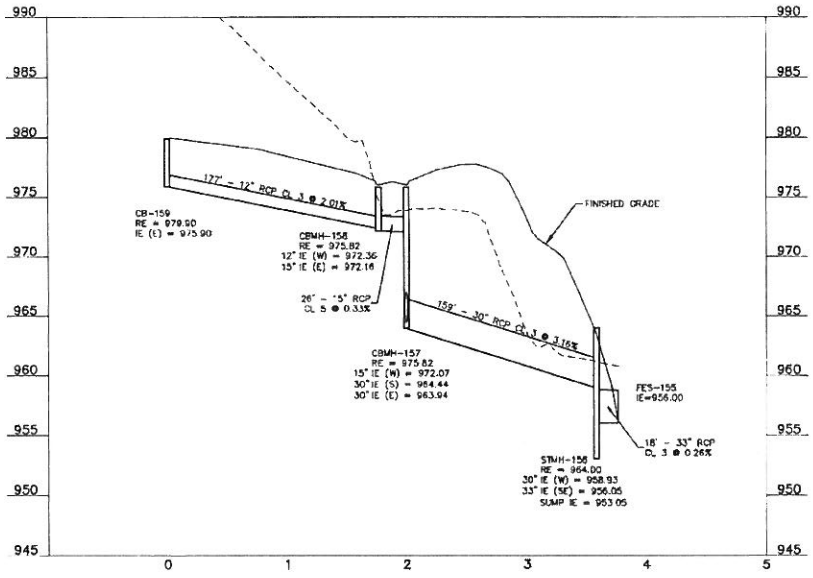
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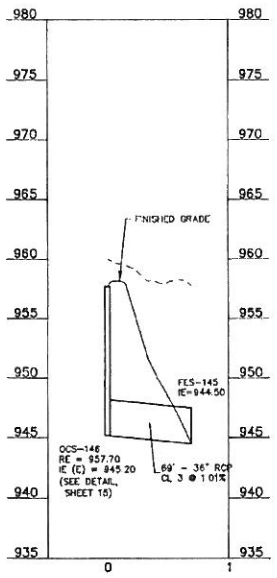
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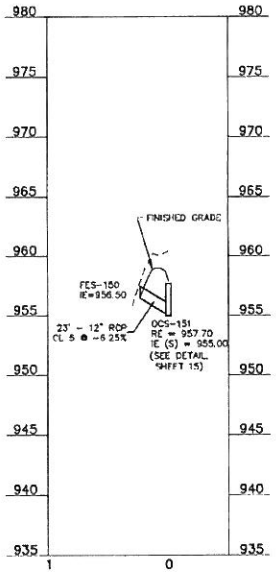
* SEE SHEETS 13 & 14 FOR CITY OF LAKE ELMO STANDARD PLAN NOTE



Backyard







Latest Revision Date: 01/16/14
Date: 12/13/13 Sheet: 10 OF 17

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www.westwoodps.com

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Ryan M. Bluhm
Date: 01/16/14 License No. 41257

Revisions
PER CITY COMMENTS

Designed: CLJ
Checked: RMB
Drawn: MW
Record Drawing Verified:

Prepared for:

Lennar Corporation
16305 36th Avenue North Suite 600
Plymouth, Minnesota, 55446

Savona

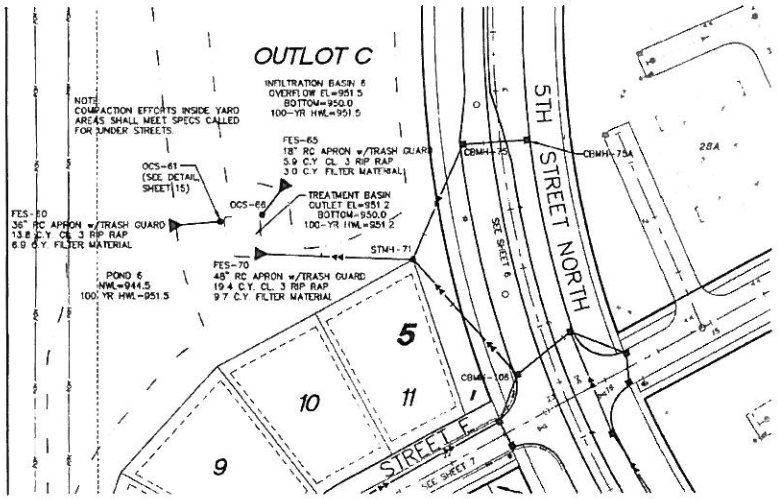
Lake Elmo, Minnesota

Storm Sewer and Street Construction Plan

Backyard

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Backyard

GENERAL NOTES:

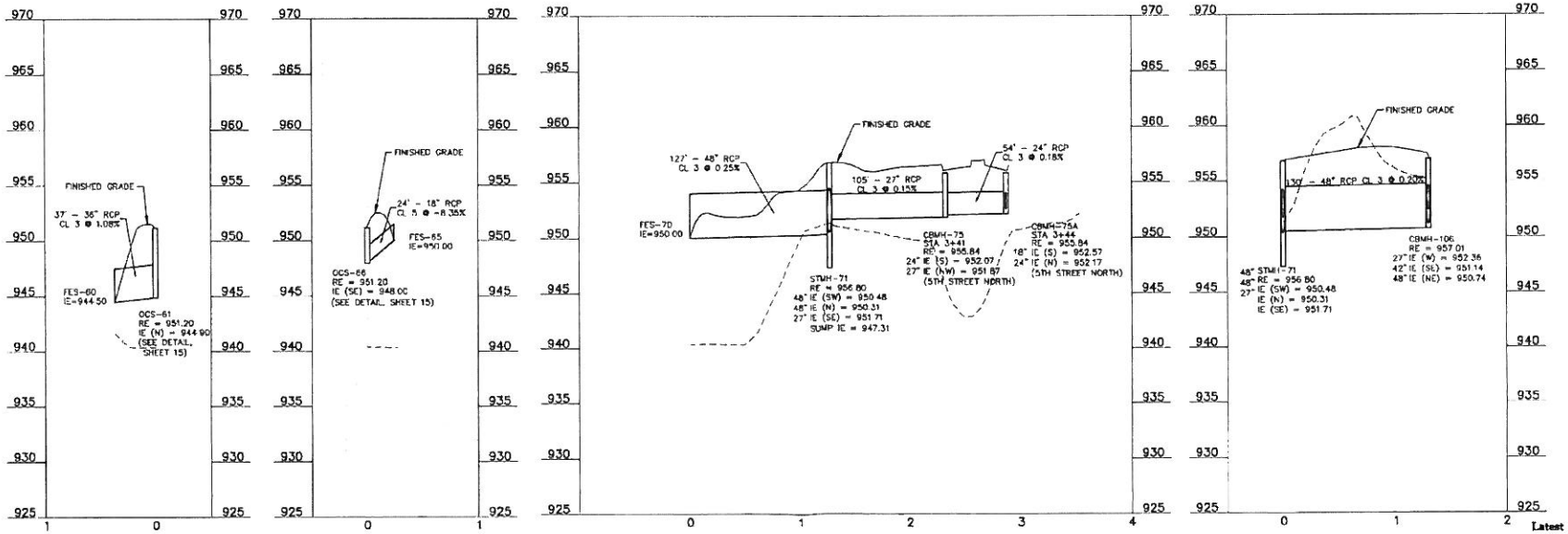
- RADIUS TO BE B618 C. & G. WITH 10' TRANSITION FROM SURMOUNTABLE CURB
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* SEE SHEETS 13 & 14 FOR CITY OF LAKE ELMO STANDARD PLAN NOTE

0' 50 100 150



Latest Revision Date: 01/16/14

Date 12/13/13 Sheet 11 OF 17

Savona

Lake Elmo, Minnesota

Storm Sewer and Street Construction Plan

Backyard

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Ryan M. Hinkin
Date 01/14/14 License No. 41257

Revisions
01/16/14 DPC Comments

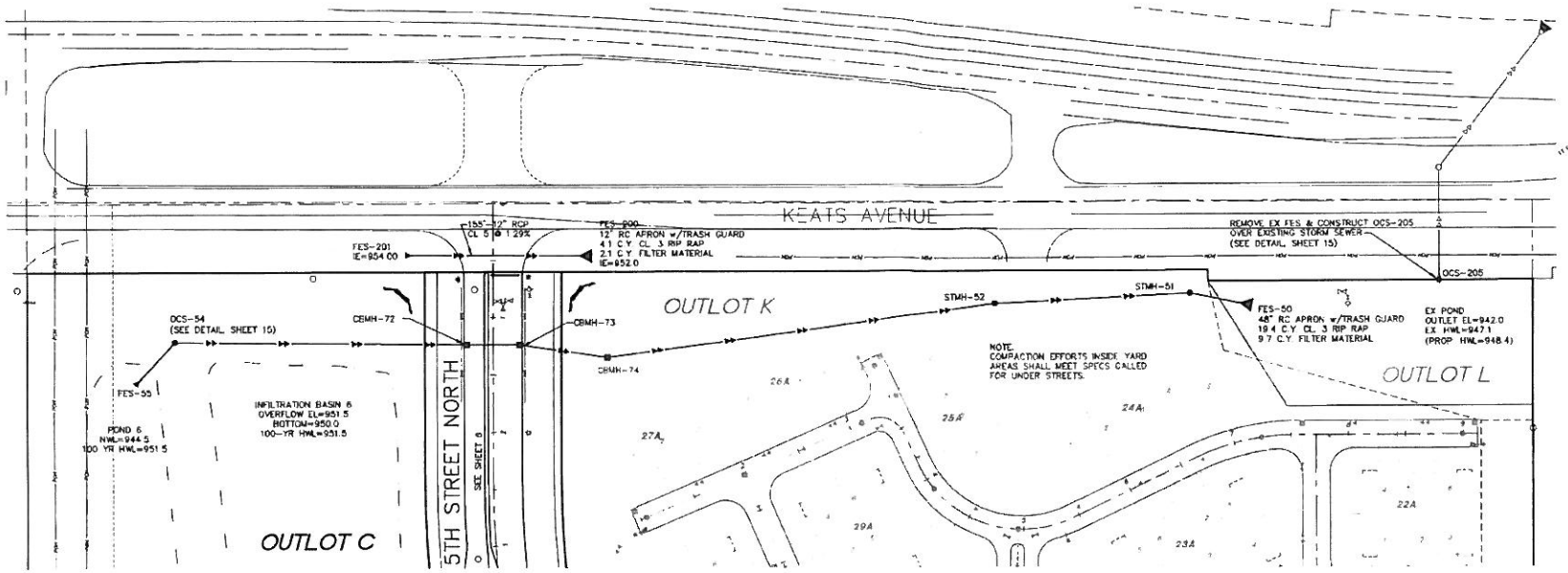
Designed: CLJ
Checked: RMH
Drawn: MW
Record Drawing Initials:

Prepared for:

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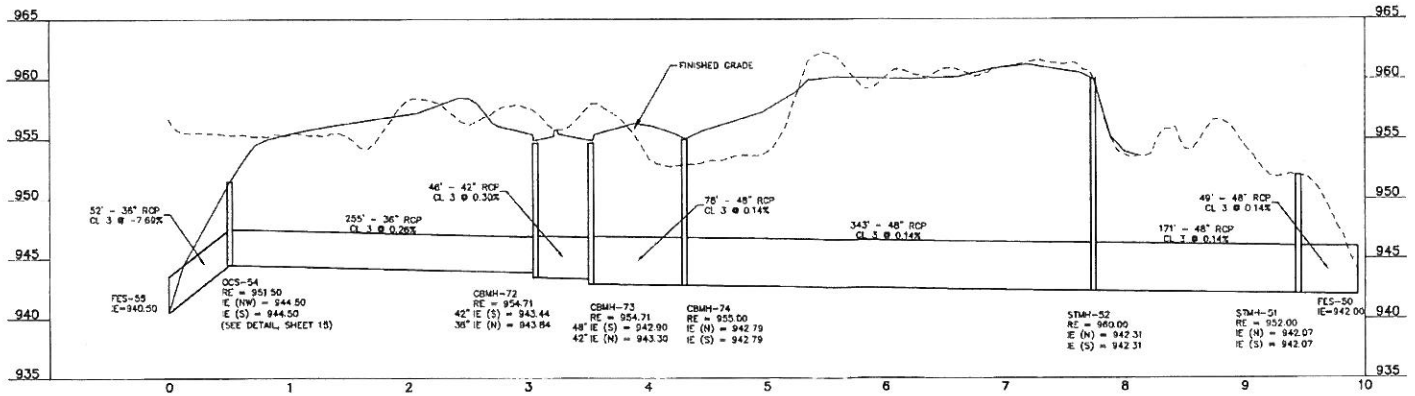
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* SEE SHEETS 13 & 14 FOR CITY OF LAKE ELMO STANDARD PLAN NOTE

0' 50' 100' 150

Backyard



Latest Revision Date: 01/16/14
0030565307.dwg

Date: 12/13/13 Sheet: 12 OF 17

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Ryan M. Bluhm
Date 01/16/14 License No. 41257

Revisions
01/16/14 CITY COMMENTS

Designed: CLJ
Checked: RMB
Drawn: MW
Record Drawing Info/Date:

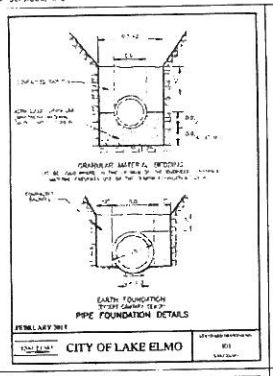
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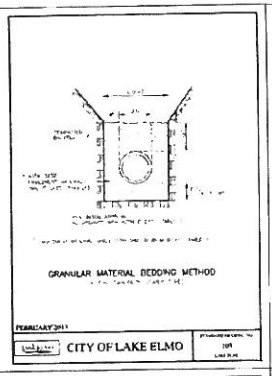
Lennar Corporation
16305 36th Avenue North Suite 600
Plymouth, Minnesota, 55446

Savona
Lake Elmo, Minnesota

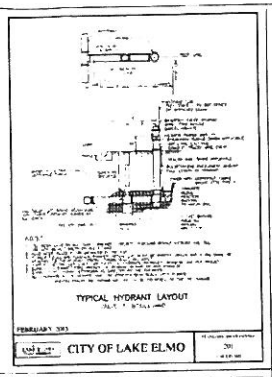
Storm Sewer and Street Construction Plan
Backyard

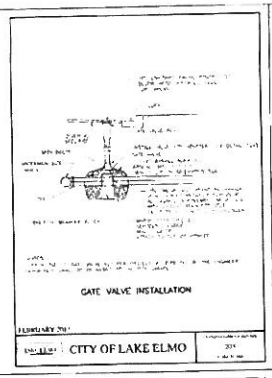
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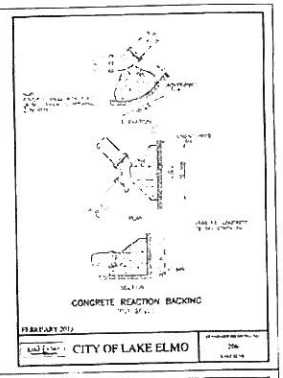


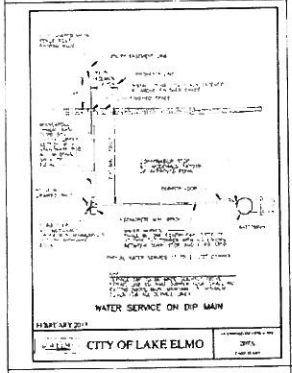


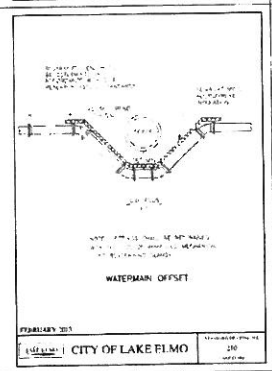


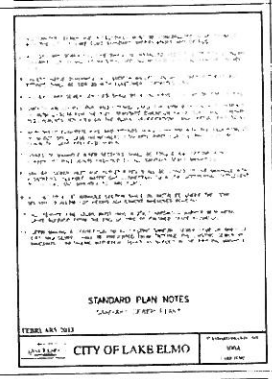


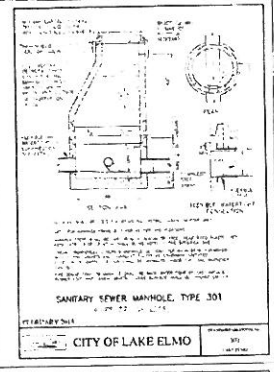


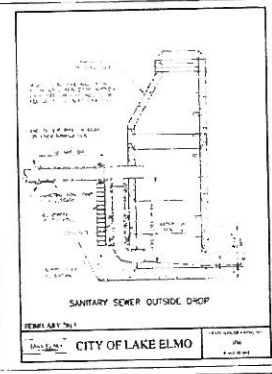


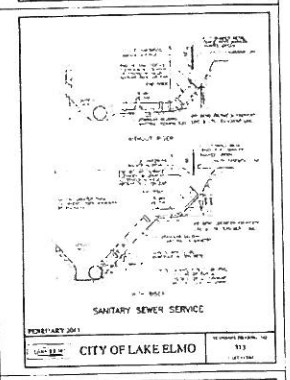


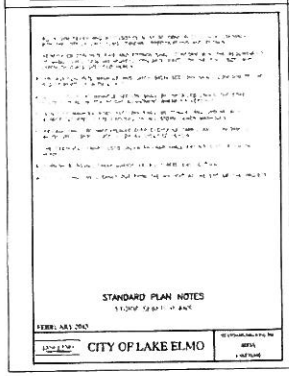


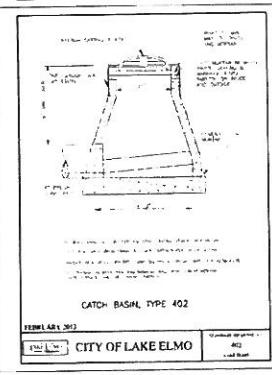


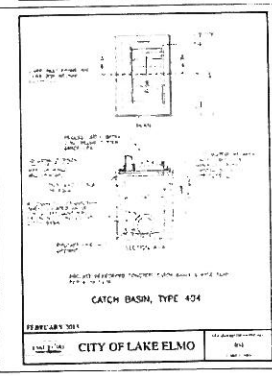


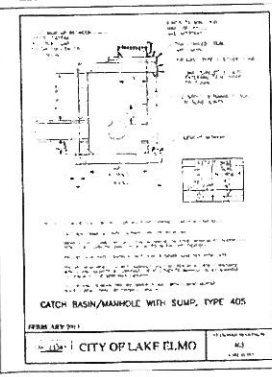


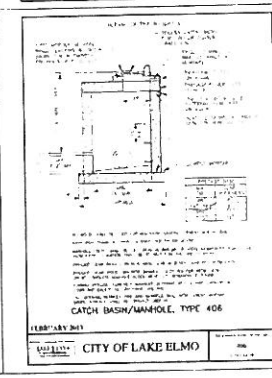


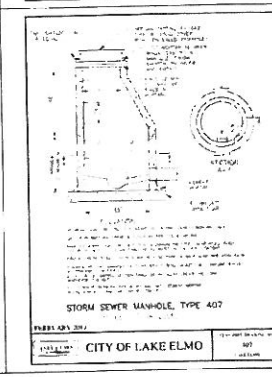












Latest Revision Date: 01/16/14

Date: 12/13/13 Sheet: 13 of 17

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I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly Licensed PROFESSIONAL ENGINEER under the laws of the State of Minnesota.

Ryan M. Shuhm

Date: 01/16/14 License No. 41257

Designed: CLJ
Checked: RMS
Drawn: MW
Record Drawing Yes/date:

Prepared for:

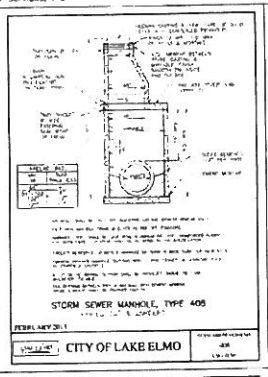
Lennar Corporation
16305 36th Avenue North Suite 600
Plymouth, Minnesota, 55446

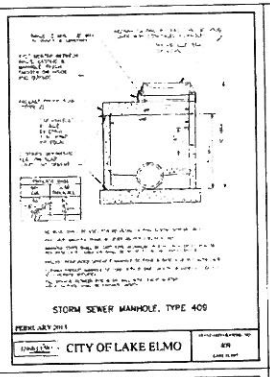
Savona

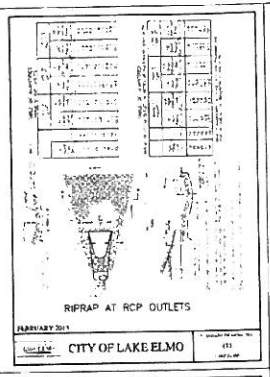
Lake Elmo, Minnesota

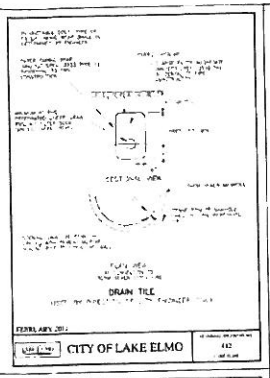
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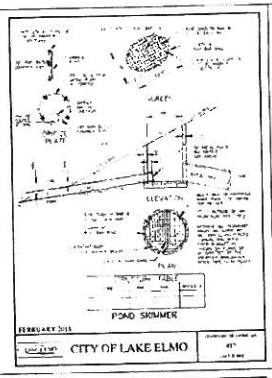
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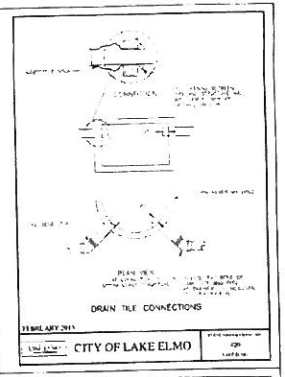

STORM SEWER MANHOLE, TYPE 408
FEBRUARY 2013
CITY OF LAKE ELMO

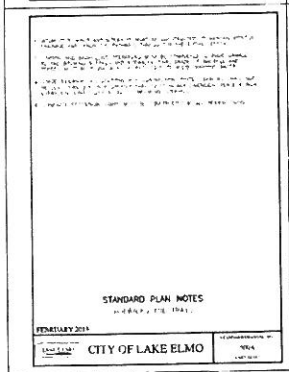

STORM SEWER MANHOLE, TYPE 409
FEBRUARY 2013
CITY OF LAKE ELMO

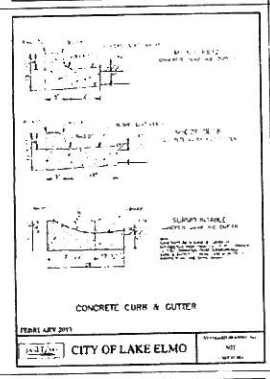

RIPRAP AT RCP OUTLETS
FEBRUARY 2013
CITY OF LAKE ELMO

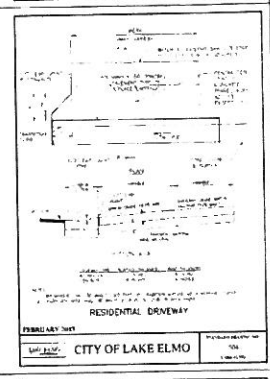

DRAIN TILE
FEBRUARY 2013
CITY OF LAKE ELMO

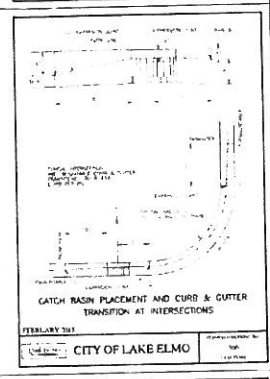

POND SKIMMER
FEBRUARY 2013
CITY OF LAKE ELMO

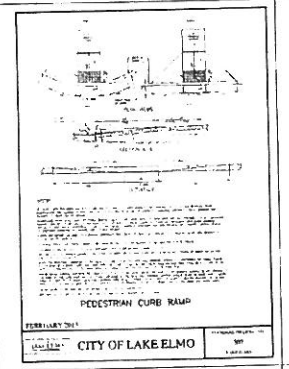

DRAIN TILE CONNECTIONS
FEBRUARY 2013
CITY OF LAKE ELMO

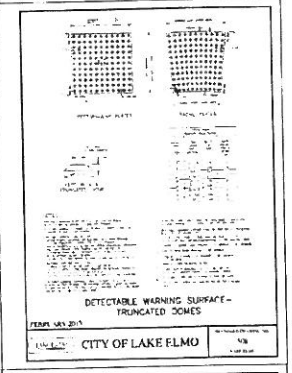

STANDARD PLAN NOTES
FEBRUARY 2013
CITY OF LAKE ELMO

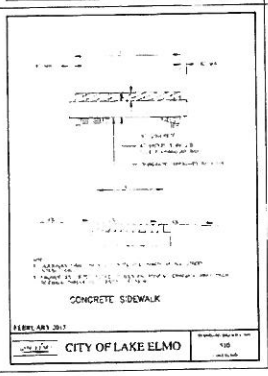

CONCRETE CURB & GUTTER
FEBRUARY 2013
CITY OF LAKE ELMO

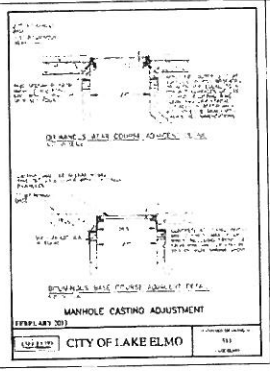

RESIDENTIAL DRIVEWAY
FEBRUARY 2013
CITY OF LAKE ELMO

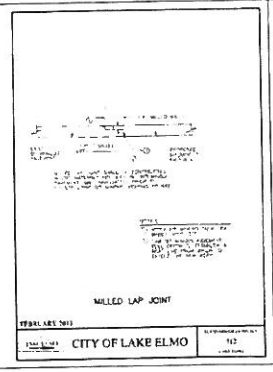

CATCH BASIN PLACEMENT AND CURB & GUTTER TRANSITION AT INTERSECTIONS
FEBRUARY 2013
CITY OF LAKE ELMO

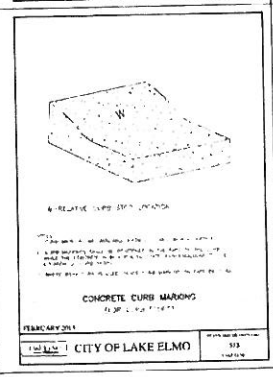

PEDESTRIAN CURB RAMP
FEBRUARY 2013
CITY OF LAKE ELMO


DETECTABLE WARNING SURFACE - TRUNCATED DOMES
FEBRUARY 2013
CITY OF LAKE ELMO

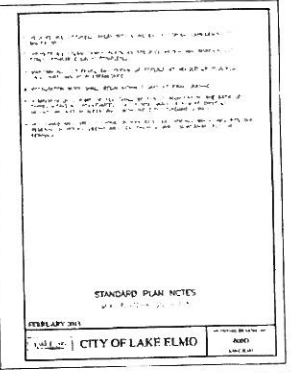

CONCRETE SIDEWALK
FEBRUARY 2013
CITY OF LAKE ELMO


MANHOLE CASTING ADJUSTMENT
FEBRUARY 2013
CITY OF LAKE ELMO


MILLED LAP JOINT
FEBRUARY 2013
CITY OF LAKE ELMO


CONCRETE CURB MARKING
FEBRUARY 2013
CITY OF LAKE ELMO


STANDARD PLAN NOTES
FEBRUARY 2013
CITY OF LAKE ELMO


STANDARD PLAN NOTES
FEBRUARY 2013
CITY OF LAKE ELMO

Latest Revision Date: 01/16/14

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Date: 12/13/13 Sheet: 14 OF 17

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Eden Prairie, MN 55344
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FAX 952-937-5822
TOLL FREE 1-866-937-5150
www.westwoodps.com

I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly licensed PROFESSIONAL ENGINEER under the laws of the State of Minnesota.
Ryan M. Shaken
Date: 01/16/14 License No.: 41257

Revisions
01/16/14 CITY COMMENTS

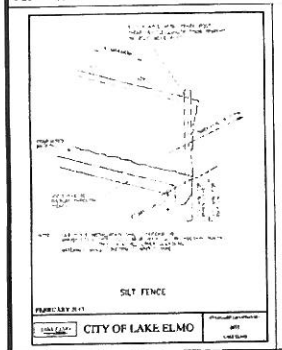
Designed: CAJ
Checked: RMS
Drawn: STR
Record Drawing by/date:

Prepared for:
Lennar Corporation
14305 36th Avenue North Suite 600
Plymouth, Minnesota, 55446

Savona
Lake Elmo, Minnesota

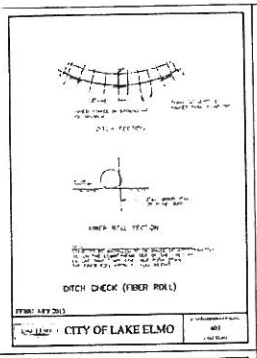
Details

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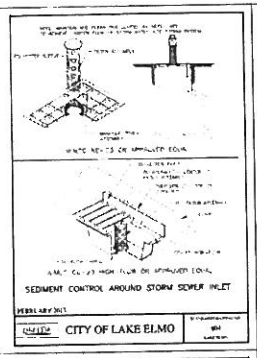
SILT FENCE

CITY OF LAKE ELMO



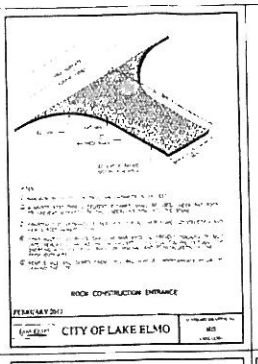
DITCH CHECK (FIBER ROLL)

CITY OF LAKE ELMO



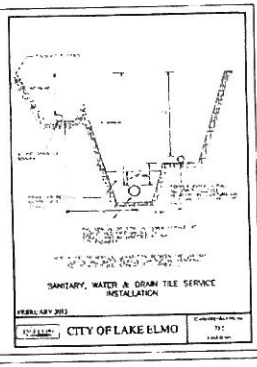
SEDIMENT CONTROL AROUND STORM SEWER INLET

CITY OF LAKE ELMO



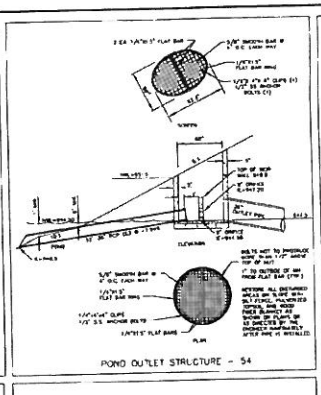
ROCK CONSTRUCTION ENTRANCE

CITY OF LAKE ELMO

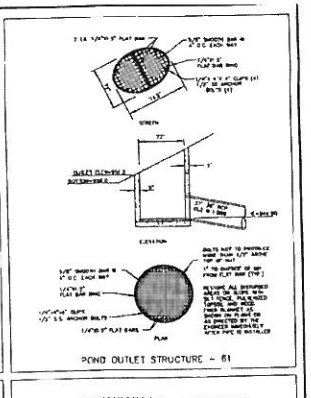


SANITARY, WATER & DRAIN TILE SERVICE INSTALLATION

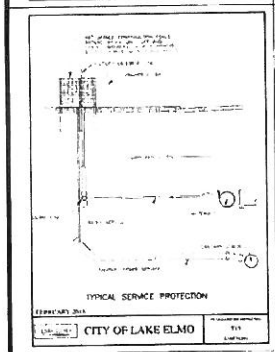
CITY OF LAKE ELMO



POND OUTLET STRUCTURE - 54

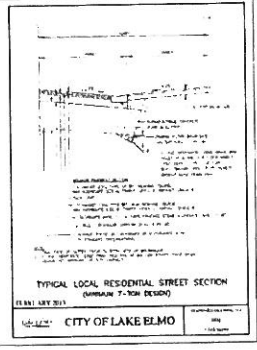


POND OUTLET STRUCTURE - 61



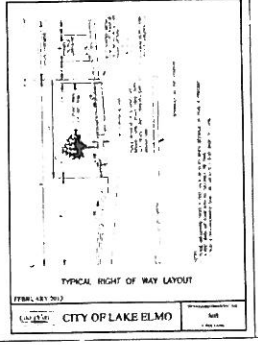
TYPICAL SERVICE PROTECTION

CITY OF LAKE ELMO



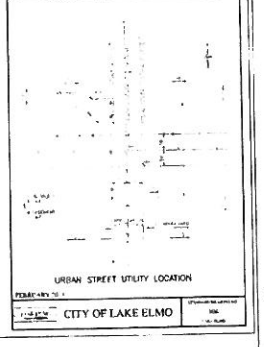
TYPICAL LOCAL RESIDENTIAL STREET SECTION (MINIMUM 7-TON DESIGN)

CITY OF LAKE ELMO



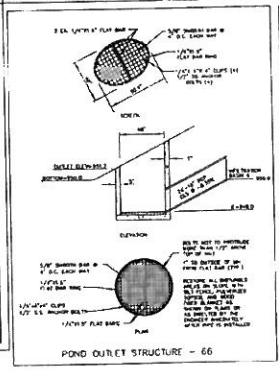
TYPICAL RIGHT OF WAY LAYOUT

CITY OF LAKE ELMO

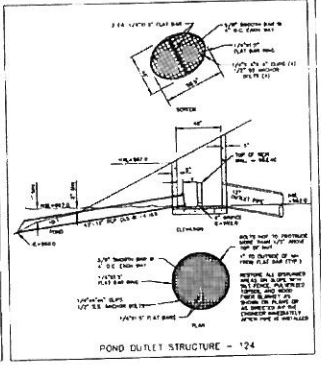


URBAN STREET UTILITY LOCATION

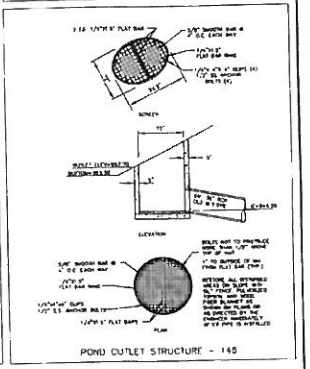
CITY OF LAKE ELMO



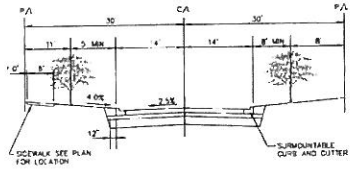
POND OUTLET STRUCTURE - 66



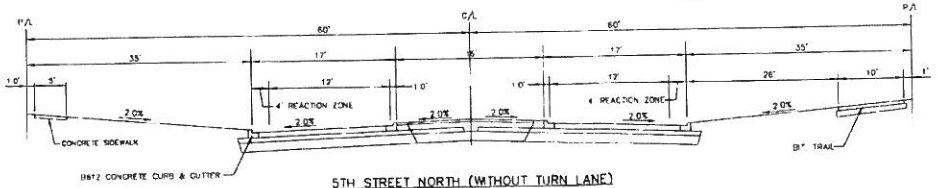
POND OUTLET STRUCTURE - 124



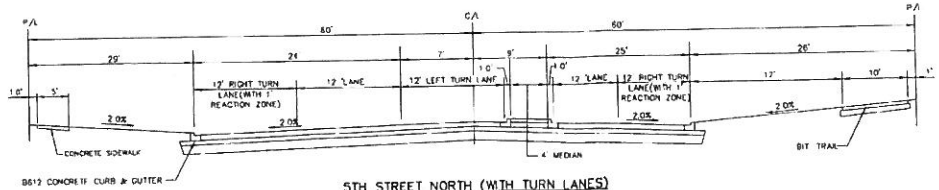
POND OUTLET STRUCTURE - 145



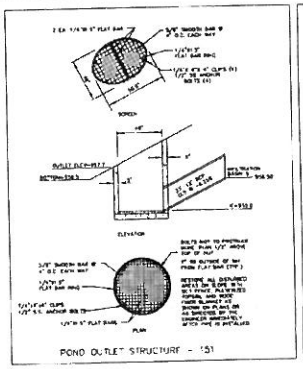
RESIDENTIAL STREET (28' B-B)
NO SCALE
80' ROW
SEE CITY OF LAKE ELMO DETAIL 801 FOR TYPICAL STREET SECTION



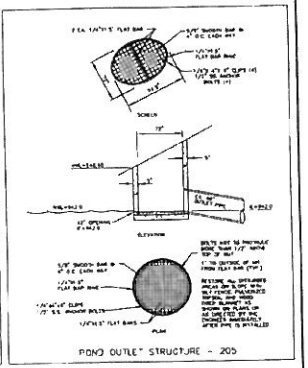
5TH STREET NORTH (WITHOUT TURN LANE)
NO SCALE
SEE CITY OF LAKE ELMO DETAIL 801 FOR TYPICAL STREET SECTION



5TH STREET NORTH (WITH TURN LANES)
NO SCALE
SEE CITY OF LAKE ELMO DETAIL 801 FOR TYPICAL STREET SECTION



POND OUTLET STRUCTURE - 151



POND OUTLET STRUCTURE - 205

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Latest Revision Date: 01/16/14
0000060077.03.dwg
Date: 12/13/13 Sheet: 15 OF 17

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Eden Prairie, MN 55344
PHONE 952-937-5150
FAX 952-937-5822
TOLL FREE 1-866-937-5150
www.westwoodps.com

I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly licensed PROFESSIONAL ENGINEER under the laws of the State of Minnesota.
Ryan M. Bluhm
Date 01/16/14 License No. 41257

Revisions
BOARD/CITY COMMENTS

Designed CLJ
Checked RMB
Drawn KTW
Record Drawing by/date

Prepared for:

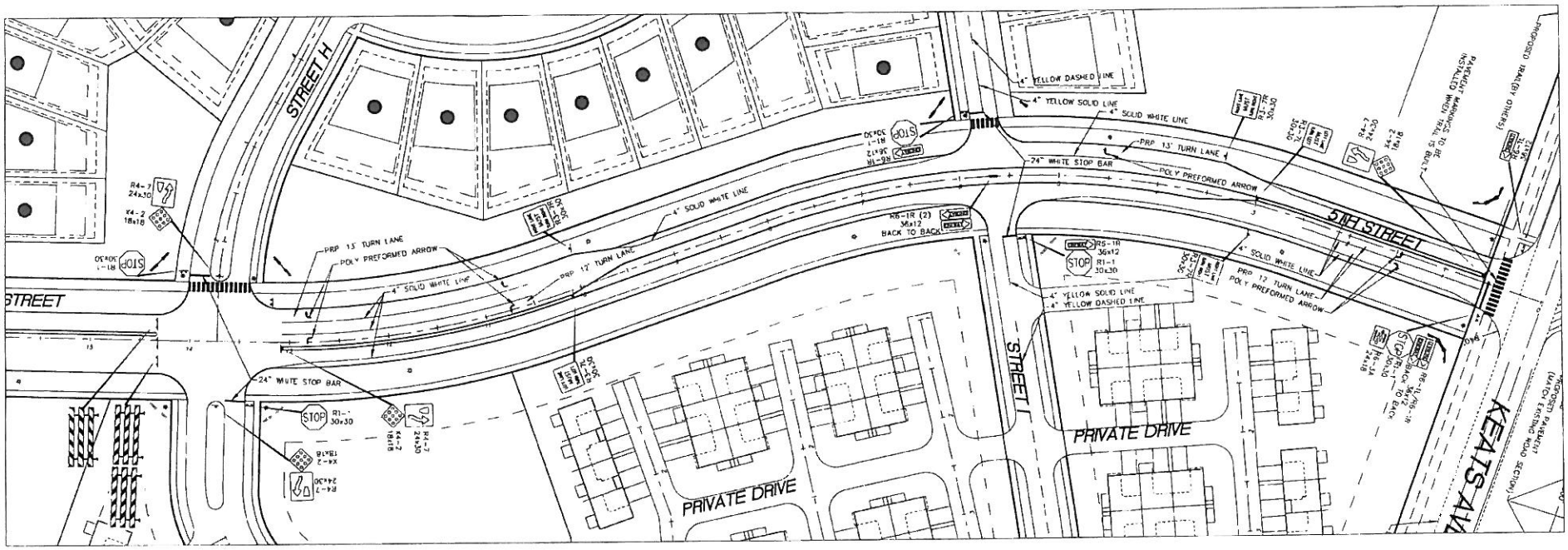
Lennar Corporation
16305 36th Avenue North Suite 600
Plymouth, Minnesota, 55446

Savona
Lake Elmo, Minnesota

Details

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General Site Notes

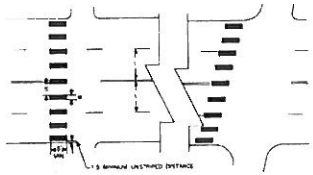
1. LOCATIONS AND ELEVATIONS OF EXISTING TOPOGRAPHY AND UTILITIES AS SHOWN ON THIS PLAN ARE APPROXIMATE. CONTRACTOR SHALL FIELD VERIFY SITE CONDITIONS AND UTILITY LOCATIONS PRIOR TO EXCAVATION/CONSTRUCTION. IF ANY DISCREPANCIES ARE FOUND, THE ENGINEER SHOULD BE NOTIFIED IMMEDIATELY.
2. REFER TO BOUNDARY SURVEY FOR LOT BEARINGS, DIMENSIONS AND AREAS.
3. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING AND MAINTAINING TRAFFIC CONTROL DEVICES SUCH AS BARRICADES, WARNING SIGNS, DIRECTIONAL SIGNS, FLAGGERS AND LIGHTS TO CONTROL THE MOVEMENT OF TRAFFIC WHERE NECESSARY. PLACEMENT OF THESE DEVICES SHALL BE APPROVED BY THE CITY AND ENGINEER PRIOR TO PLACEMENT. TRAFFIC CONTROL DEVICES SHALL CONFORM TO APPROPRIATE MNDOT STANDARDS.
4. BITUMINOUS PAVEMENT AND CONCRETE SECTIONS TO BE IN ACCORDANCE WITH THE RECOMMENDATIONS OF THE GEOTECHNICAL ENGINEER.

Site Legend

EXISTING	PROPOSED	
		PROPERTY LINE
		LOT LINE
		SETBACK LINE
		EASEMENT LINE
		CURB AND GUTTER
		POND NORMAL WATER LEVEL
		RETAINING WALL
		FENCE
		CONCRETE PAVEMENT
		CONCRETE SIDEWALK
		HEAVY DUTY BITUMINOUS PAVEMENT
		NORMAL DUTY BITUMINOUS PAVEMENT
	11	NUMBER OF PARKING STALLS
	T	TRANSFORMER
		SITE LIGHTING
		TRAFFIC SIGN
		POWER POLE
		BOLLARD / POST

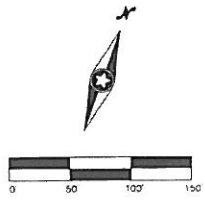
MARKINGS FOR PEDESTRIAN CROSSWALKS

(L) WIDTH OF INSIDE LANE	(W) WIDTH OF PAINTED AREA	(S) WIDTH OF SPACE
9'	2'0"	2'5"
10'	2'5"	2'5"
11'	2'9"	3'0"
12'	3'0"	3'0"
13'	3'0"	3'5"



CROSSWALK NOTES:

1. PAINTED AREAS TO BE CENTERED ON CENTERLINE AND LANE LINES.
2. A MINIMUM OF 1.5 FT. CLEAR DISTANCE SHALL BE LEFT ADJACENT TO THE CURB. IF LAST PAINTED AREA FALLS INTO THIS DISTANCE IT MUST BE OMITTED.
3. ON TWO LANE TWO WAY STREETS, USE SPACING SHOWN FOR AN 11 FT. INSIDE LANE.
4. FOR DIVIDED ROADWAYS, ADJUSTMENTS IN SPACING OF THE BLOCKS SHOULD BE MADE IN THE MEDIAN SO THAT THE BLOCKS ARE MAINTAINED IN THEIR PROPER LOCATION ACROSS THE TRAVELED PORTION OF THE ROADWAY.
5. AT SKEWED CROSSWALKS, THE BLOCKS ARE TO REMAIN PARALLEL TO THE LANE LINES AS SHOWN.



Latest Revision Date: 01/16/14
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Date: 12/13/13 Sheet: 16 OF 17

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I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly licensed PROFESSIONAL ENGINEER under the laws of the State of Minnesota.
Ryan M. Bloom
Date: 01/16/14 License No.: 41257

Revisions
01/16/14 CITY COMMENTS

Designed: CLJ
Checked: RMB
Drawn: MW
Record Drawing by/date:

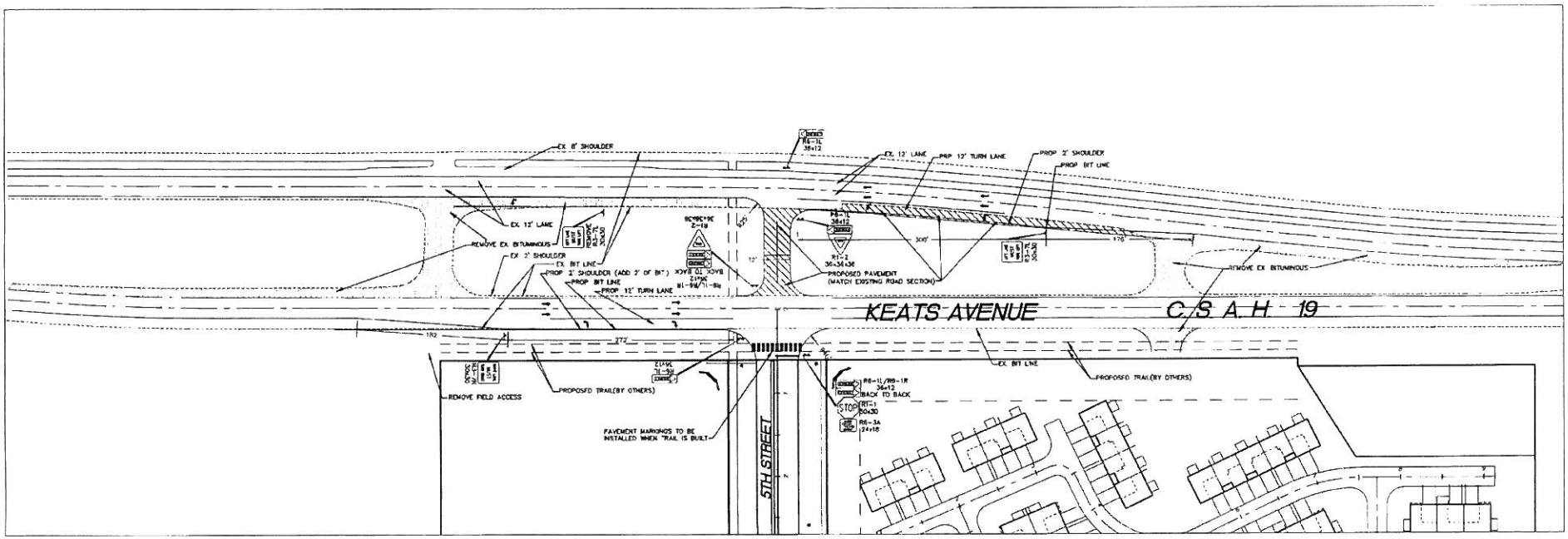
Prepared for:
Lennar Corporation
16305 36th Avenue North Suite 600
Plymouth, Minnesota, 55446

Savona
Lake Elmo, Minnesota

5th Street Signing & Striping Plan

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General Site Notes

1. LOCATIONS AND ELEVATIONS OF EXISTING TOPOGRAPHY AND UTILITIES AS SHOWN ON THIS PLAN ARE APPROXIMATE. CONTRACTOR SHALL FIELD VERIFY SITE CONDITIONS AND UTILITY LOCATIONS PRIOR TO EXCAVATION/CONSTRUCTION. IF ANY DISCREPANCIES ARE FOUND, THE ENGINEER SHOULD BE NOTIFIED IMMEDIATELY.
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Site Legend

EXISTING	PROPOSED	
		PROPERTY LINE
		LOT LINE
		SETBACK LINE
		EASEMENT LINE
		CURB AND GUTTER
		POND NORMAL WATER LEVEL
		RETAINING WALL
		FENCE
		CONCRETE PAVEMENT
		CONCRETE SIDEWALK
		HEAVY DUTY BITUMINOUS PAVEMENT
		NORMAL DUTY BITUMINOUS PAVEMENT
	11	NUMBER OF PARKING STALLS
	T	TRANSFORMER
		SITE LIGHTING
		TRAFFIC SIGN
		POWER POLE
		BOLLARD / POST

0' 60' 120' 180'

Latest Revision Date: 01/16/14

Date 12/13/13 Sheet 17 OF 17

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Ryan M. Shelton
Date 01/16/14 License No. 41257

Revisions
01/16/14 City Comments

Designed CLJ
Checked RMS
Drawn MM
Record Drawing by/date

Prepared for:

Lennar Corporation
16305 36th Avenue North Suite 600
Plymouth, Minnesota, 55446

Savona
Lake Elmo, Minnesota

Keats Avenue Improvements Plan

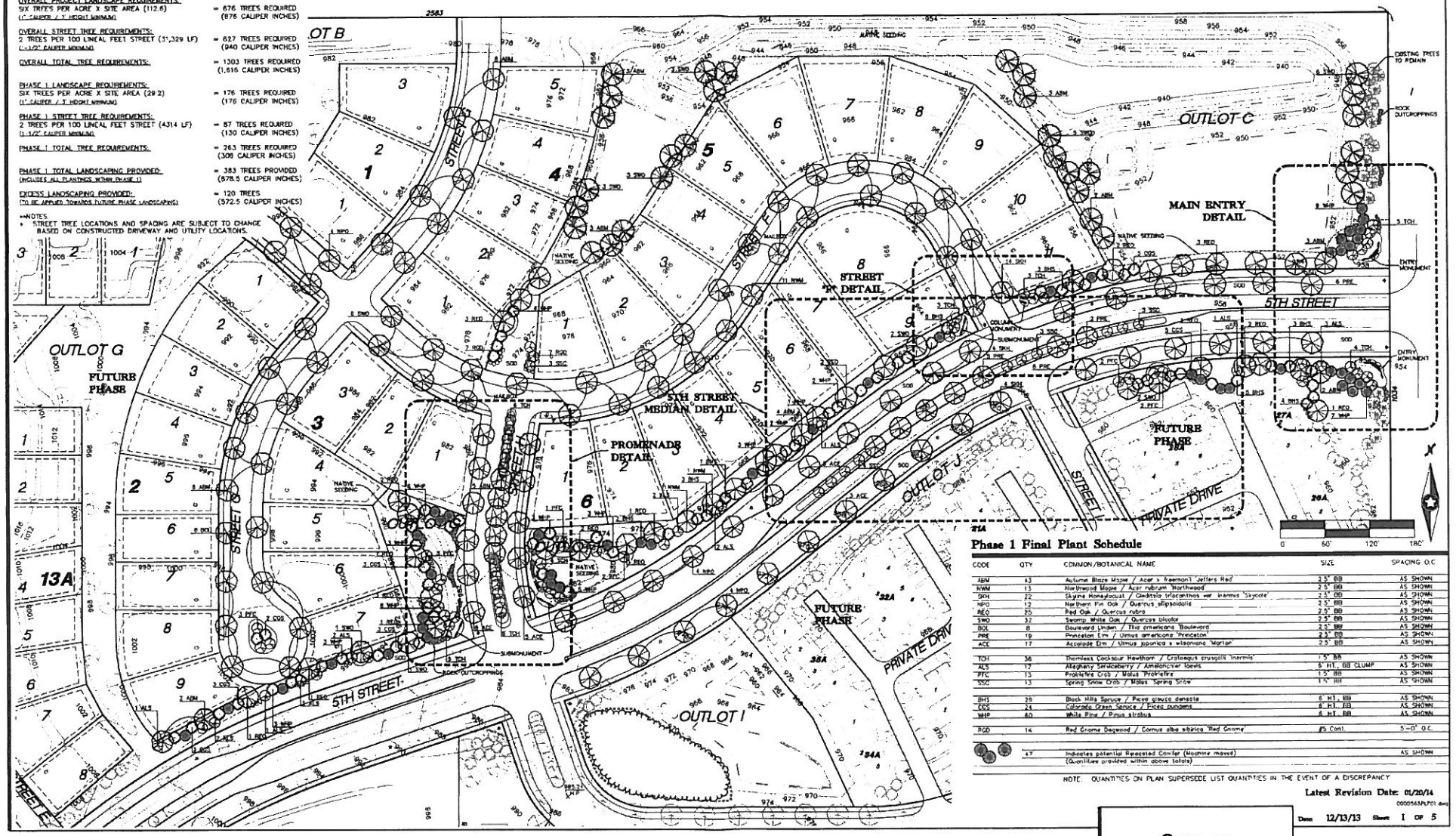
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Landscape Requirement Calculations

OVERALL PROJECT LANDSCAPE REQUIREMENTS: SIX TREES PER ACRE X SITE AREA (112.6) (1" CALIPER / 7' HEIGHT MINIMUM)	= 676 TREES REQUIRED (876 CALIPER INCHES)
OVERALL STREET TREE REQUIREMENTS: 2 TREES PER 100 LINEAL FEET STREET (31,329 LF) (1-1/2" CALIPER MINIMUM)	= 627 TREES REQUIRED (940 CALIPER INCHES)
OVERALL TOTAL TREE REQUIREMENTS:	= 1303 TREES REQUIRED (1,816 CALIPER INCHES)
PHASE 1 LANDSCAPE REQUIREMENTS: SIX TREES PER ACRE X SITE AREA (29.2) (1" CALIPER / 7' HEIGHT MINIMUM)	= 176 TREES REQUIRED (176 CALIPER INCHES)
PHASE 1 STREET TREE REQUIREMENTS: 2 TREES PER 100 LINEAL FEET STREET (4314 LF) (1-1/2" CALIPER MINIMUM)	= 87 TREES REQUIRED (130 CALIPER INCHES)
PHASE 1 TOTAL TREE REQUIREMENTS:	= 263 TREES REQUIRED (308 CALIPER INCHES)
PHASE 1 TOTAL LANDSCAPING PROVIDED: (INCLUDES ALL PLANTINGS WITHIN PHASE 1)	= 383 TREES PROVIDED (878.5 CALIPER INCHES)
EXCESS LANDSCAPING PROVIDED: (TO BE APPLIED TOWARDS FUTURE PHASE LANDSCAPING)	= 120 TREES (572.5 CALIPER INCHES)

*NOTES:
* STREET TREE LOCATIONS AND SPACING ARE SUBJECT TO CHANGE BASED ON CONSTRUCTED DRIVEWAY AND UTILITY LOCATIONS.

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Phase 1 Final Plant Schedule

CODE	QTY	COMMON/BOTANICAL NAME	SIZE	SPACING O.C.
ABM	43	Autumn Blaze Maple / Acer x freemanii 'Jeffers Red'	2.5" BB	AS SHOWN
NWM	13	Northwood Maple / Acer rubrum 'Northwood'	2.5" BB	AS SHOWN
SKH	72	Skyline Honeylocust / Gleditsia triacanthos var. inermis 'Skycole'	2.5" BB	AS SHOWN
NPO	12	Northern Pin Oak / Quercus ellipsoidalis	2.5" BB	AS SHOWN
RED	20	Red Oak / Quercus rubra	2.5" BB	AS SHOWN
SWO	32	Swamp White Oak / Quercus bicolor	2.5" BB	AS SHOWN
BOL	8	Boulevard Linden / Tilia americana 'Boulevard'	2.5" BB	AS SHOWN
PRE	19	Princeton Elm / Ulmus americana 'Princeton'	2.5" BB	AS SHOWN
ACE	17	Accolade Elm / Ulmus japonica x wilsoniana 'Morton'	2.5" BB	AS SHOWN
TCH	58	Thornless Cockspur Hawthorn / Crataegus crusgalli 'Inermis'	1.5" BB	AS SHOWN
ALS	17	Allegheny Serviceberry / Amelanchier laevis	6' HT., BB CLUMP	AS SHOWN
PFC	13	Prairiefire Crab / Malus 'Prairiefire'	1.5" BB	AS SHOWN
SSC	13	Spring Snow Crab / Malus 'Spring Snow'	1.5" BB	AS SHOWN
BHS	39	Black Hills Spruce / Picea glauca densata	6' HT., BB	AS SHOWN
COS	24	Colorado Green Spruce / Picea pungens	6' HT., BB	AS SHOWN
WHP	80	White Pine / Pinus strobus	6' HT., BB	AS SHOWN
RGD	14	Red Gnome Dogwood / Cornus alba sibirica 'Red Gnome'	#5 Cont.	5'-0" O.C.
	47	Indicates potential Relocated Conifer (Maximine moved) (Quantities provided within above totals)		AS SHOWN

NOTE: QUANTITIES ON PLAN SUPERSEDE LIST QUANTITIES IN THE EVENT OF A DISCREPANCY

Latest Revision Date: 01/20/14

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Date 12/13/13 Sheet 1 OF 5

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Carl J. Mayer
Date 01/20/14 License No. 26971

Revisions
01/20/14 CITY COMMENTS

Designed	CJM
Checked	KMH
Drawn	MTW
Record Drawing by/date	

Prepared for:

Lennar Corporation
16305 36th Avenue North Suite 600
Plymouth, Minnesota, 55446

Savona

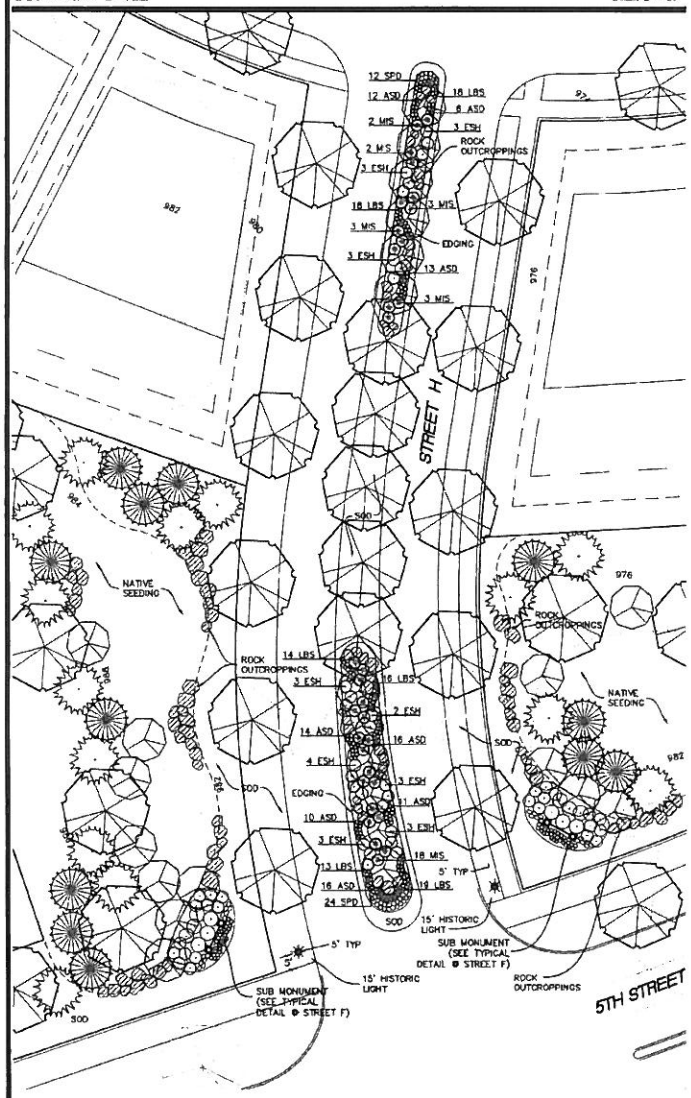
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Phase 1 Final Landscape Plan

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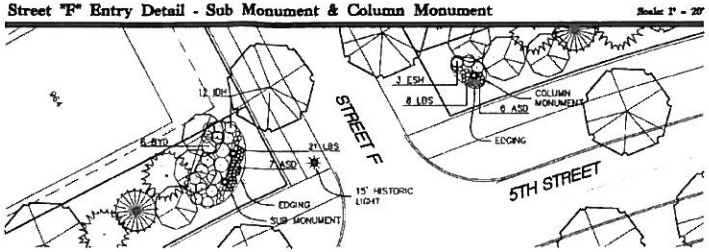
Promenade Detail

Scale 1" = 20'



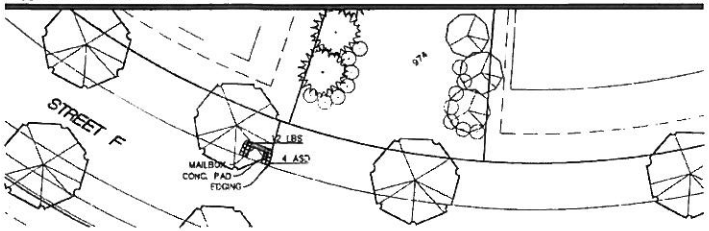
Street "F" Entry Detail - Sub Monument & Column Monument

Scale 1" = 20'



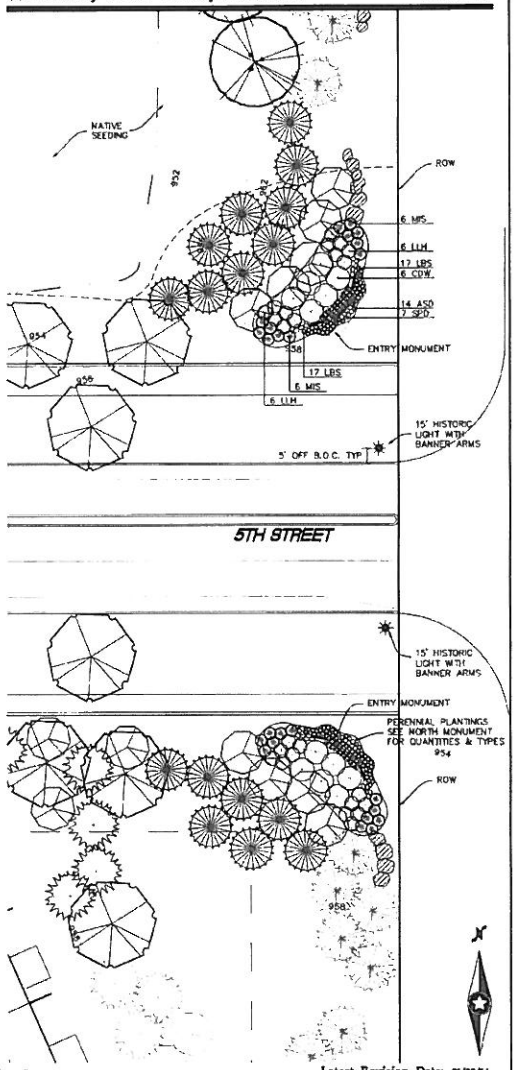
Typical Mailbox Detail

Scale 1" = 20'



Main Entry Detail - Entry Monument

Scale 1" = 20'



Monuments Plant Schedule

CODE	QTY	COMMON/BOTANICAL NAME	SIZE	SPACING O.C
MAIN ENTRY MONUMENT (2)				
CDW	12	Cardinal Dogwood / Cornus sericea 'Cardinal'	#5 CONT	8'-0" O.C.
LLH	24	Limelight Hydrangea / Hydrangea paniculata 'Limelight'	#5 CONT	5'-0" O.C.
MIS	24	Miscanthus Flame Grass / Miscanthus sinensis 'Purpurascens'	#1 CONT	48" O.C.
LBS	68	Blue Heaven Bluestem Grass / Schizachyrium scoparium 'Minnblue A'	#1 CONT	18" O.C.
SPD	14	Sporobolus Prairie Dropseed Grass / Sporobolus heterolepis	#1 CONT	18" O.C.
ASD	29	Apricot Sparkles Daylily / Hemerocallis 'Apricot Sparkles'	#1 CONT	18" O.C.
SUB MONUMENT (3)				
BYD	18	Bud's Yellow Dogwood / Cornus sericea 'Bud's Yellow'	#5 CONT	5'-0" O.C.
IBH	36	Incrediball Hydrangea / Hydrangea arborescens 'Abetwo'	#5 CONT	4'-0" O.C.
LBS	63	Blue Heaven Bluestem Grass / Schizachyrium scoparium 'Minnblue A'	#1 CONT	18" O.C.
ASD	21	Apricot Sparkles Daylily / Hemerocallis 'Apricot Sparkles'	#1 CONT	18" O.C.
COLUMN MONUMENT (1)				
ESH	3	Endless Summer Hydrangea / Hydrangea macrophylla 'Bailmer'	#5 CONT	4'-0" O.C.
LBS	8	Blue Heaven Bluestem Grass / Schizachyrium scoparium 'Minnblue A'	#1 CONT	18" O.C.
ASD	6	Apricot Sparkles Daylily / Hemerocallis 'Apricot Sparkles'	#1 CONT	18" O.C.
MAILBOX MONUMENT (2)				
LBS	12	Blue Heaven Bluestem Grass / Schizachyrium scoparium 'Minnblue A'	#1 CONT	18" O.C.
ASD	4	Apricot Sparkles Daylily / Hemerocallis 'Apricot Sparkles'	#1 CONT	18" O.C.

Promenade Plant Schedule

CODE	QTY	COMMON/BOTANICAL NAME	SIZE	SPACING O.C.
ESH	27	Endless Summer Hydrangea / Hydrangea macrophylla 'Bailmer'	#5 CONT	4'-0" O.C.
MIS	31	Miscanthus Flame Grass / Miscanthus sinensis 'Purpurascens'	#1 CONT	48" O.C.
LBS	98	Blue Heaven Bluestem Grass / Schizachyrium scoparium 'Minnblue A'	#1 CONT	18" O.C.
SPD	36	Sporobolus Prairie Dropseed Grass / Sporobolus heterolepis	#1 CONT	18" O.C.
ASD	95	Apricot Sparkles Daylily / Hemerocallis 'Apricot Sparkles'	#1 CONT	36" O.C.

* QUANTITIES LISTED ARE TOTAL FOR PHASE 1, NOT PER MONUMENT

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Latest Revision Date: 01/20/14
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Date: 12/13/13 Sheet: 2 OF 5

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Cory J. Mayer
Date 01/20/14 License No. 26971

Revisions
11/26/14 CITY COMMENTS

Designed: CJ
Checked: TMH
Drawn: MW
Record Drawing by/date:

Prepared for:
Lennar Corporation
16305 36th Avenue North Suite 600
Plymouth, Minnesota, 55446

Savona

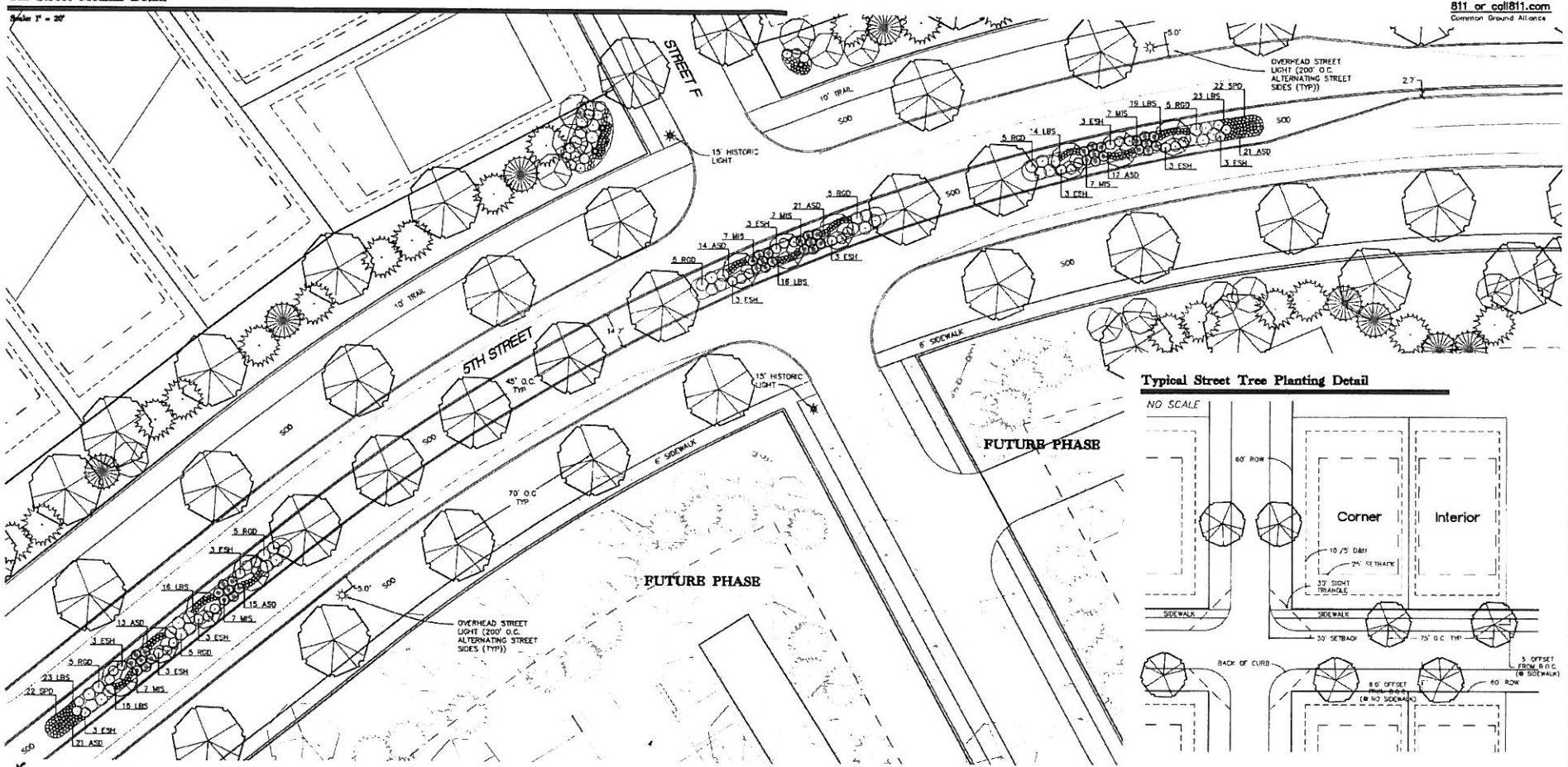
Lake Elmo, Minnesota

Phase 1 Final Landscape Details

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5th Street Median Detail

Scale: 1" = 20'



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Typical Street Tree Planting Detail

5th Street Median Plant Schedule

CODE	QTY	COMMON/BOTANICAL NAME	SIZE	SPACING O.C.
RGD	35	Red Gnome Dogwood / Cornus alba sibirica 'Red Gnome'	#5 CONT	5'-0" O.C.
ESH	36	Endless Summer Hydrangea / Hydrangea macrophylla 'Bailmer'	#3 CONT	4'-0" O.C.
MIS	42	Miscanthus Flame Grass / Miscanthus sinensis 'Purpurascens'	#1 CONT	48" O.C.
LBS	127	Blue Heaven Bluestem Grass / Schizachyrium scoparium 'Minnblue A'	#1 CONT	18" O.C.
SPD	44	Sporobolus Prairie Dropseed Grass / Sporobolus heterolepis	#1 CONT	18" O.C.
ASD	122	Apricot Spankes Daylily / Hemerocallis 'Apricot Spankes'	#1 CONT	18" O.C.

0' 20' 40' 60'

NOTES

1. TIMING OF PLANT INSTALLATION WILL BE DEPENDENT UPON SEASON AND PLANT AVAILABILITY.
2. ACTUAL LOCATION OF PLANT MATERIAL IS SUBJECT TO FIELD AND SITE CONDITIONS.
3. NO PLANTING WILL BE INSTALLED UNTIL A.L. GRADING AND CONSTRUCTION HAS BEEN COMPLETED IN THE IMMEDIATE AREA.
4. TREES INSTALLED ON FRONTS OF INDIVIDUAL LOTS SHALL BE PLANTED IN A LOCATION THAT DOES NOT INTERFERE WITH CURBSTOPS, INDIVIDUAL SEWER & WATER CONNECTIONS, OR DRIVEWAY LOCATIONS.

Latest Revision Date: 01/20/14

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Date: 12/13/13 Sheet: 3 OF 5

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Westwood

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Cory Meyer

Date: 01/20/14 License No. 26971

Revisions
01/20/14 City Comments

Designed: CLJ
Checked: KMS
Drawn: HW
Record Drawing Info/Init:

Prepared for:

Lennar Corporation
16305 36th Avenue North Suite 600
Plymouth, Minnesota, 55446

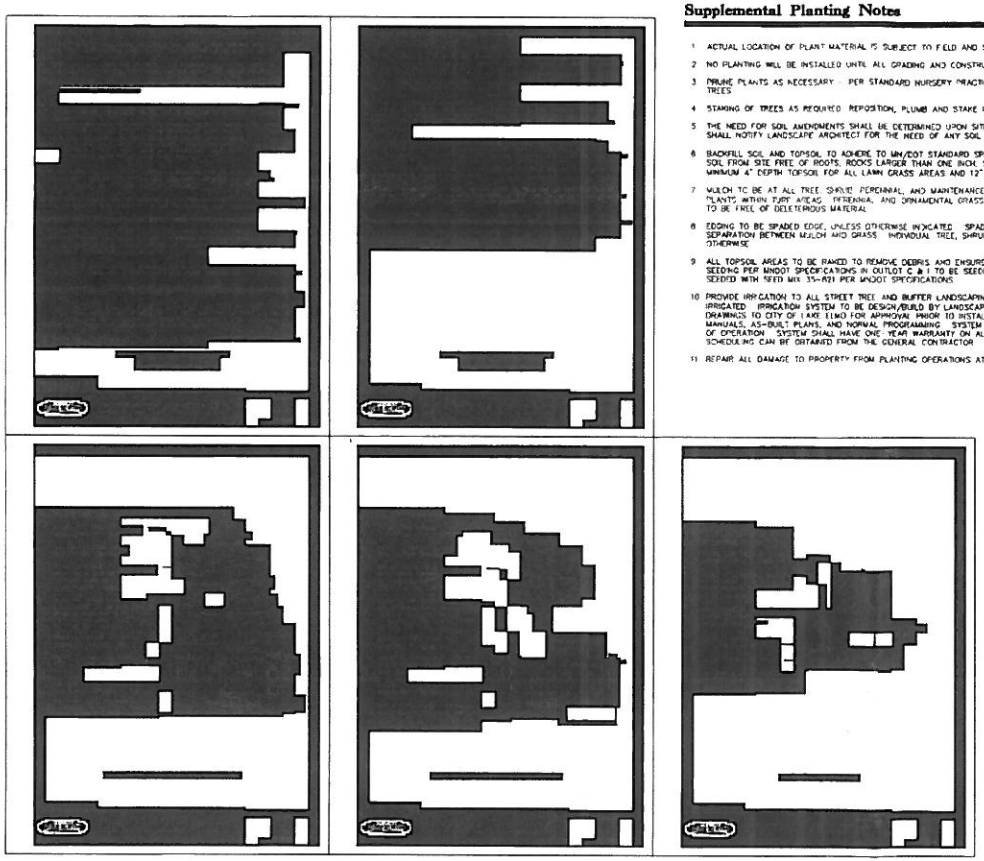
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Supplemental Planting Notes

1. ACTUAL LOCATION OF PLANT MATERIAL IS SUBJECT TO FIELD AND SITE CONDITIONS
2. NO PLANTING WILL BE INSTALLED UNTIL ALL GRADING AND CONSTRUCTION HAS BEEN COMPLETED IN THE IMMEDIATE AREA.
3. PRUNE PLANTS AS NECESSARY - PER STANDARD NURSERY PRACTICE AND TO CORRECT POOR BRANCHING OF EXISTING AND PROPOSED TREES
4. STAKING OF TREES AS REQUIRED. REPOSITION, PLUMB AND STAKE IF NOT PLUMB AFTER ONE YEAR.
5. THE NEED FOR SOIL AMENDMENTS SHALL BE DETERMINED UPON SITE SOIL CONDITIONS PRIOR TO PLANTING. LANDSCAPE CONTRACTOR SHALL NOTIFY LANDSCAPE ARCHITECT FOR THE NEED OF ANY SOIL AMENDMENTS.
6. BACKFILL SOIL AND TOPSOIL TO ADHERE TO MN/DOT STANDARD SPECIFICATION 3877 (SELECT TOPSOIL BORROW) AND TO BE EXISTING TOP SOIL FROM SITE FREE OF ROOTS, ROCKS LARGER THAN ONE INCH, SUBSOIL DEBRIS, AND LARGE WEEDS UNLESS SPECIFIED OTHERWISE. MINIMUM 4" DEPTH TOPSOIL FOR ALL LAWN GRASS AREAS AND 12" DEPTH TOPSOIL FOR TREE, SHRUBS, AND PERENNIALS
7. MULCH TO BE AT ALL TREE, SHRUB, PERENNIAL, AND MAINTENANCE AREAS. SHREDDED HARDWOOD MULCH TO BE USED AROUND ALL PLANTS WITHIN TURF AREAS. PERENNIAL AND ORNAMENTAL GRASS BEDS SHALL HAVE 3" DEPTH SHREDDED HARDWOOD MULCH. MULCH TO BE FREE OF DELETERIOUS MATERIAL
8. EDGING TO BE SPADED EDGE, UNLESS OTHERWISE INDICATED. SPADED EDGE TO PROVIDE V-SHAPED DEPTH AND WIDTH TO CREATE SEPARATION BETWEEN MULCH AND GRASS. INDIVIDUAL TREE, SHRUB, OR RAIN-GARDEN BEDS TO BE SPADED EDGE, UNLESS NOTED OTHERWISE
9. ALL TOPSOIL AREAS TO BE RAKED TO REMOVE DEBRIS AND ENSURE DRAINAGE. SLOPES OF 3:1 OR GREATER SHALL BE STAKED. NATIVE SEEDING PER MNDOT SPECIFICATIONS IN OUTLOT C & I TO BE SEEDED WITH SEED MIX 33-262. PORTIONS OF OUTLOTS G & H TO BE SEEDED WITH SEED MIX 35-621 PER MNDOT SPECIFICATIONS
10. PROVIDE IRRIGATION TO ALL STREET TREE AND BUFFER LANDSCAPING ON SITE. REAR YARD AND OPEN SPACE PLANTINGS WILL NOT BE IRRIGATED. IRRIGATION SYSTEM TO BE DESIGN/BUILD BY LANDSCAPE CONTRACTOR. LANDSCAPE CONTRACTOR TO PROVIDE SHOP DRAWINGS TO CITY OF LAKE ELMO FOR APPROVAL PRIOR TO INSTALLATION OF IRRIGATION SYSTEM. CONTRACTOR TO PROVIDE OPERATION MANUALS, AS-BUILT PLANS, AND NORMAL PROGRAMMING. SYSTEM SHALL BE WINTERIZED AND HAVE SPRING STARTUP DURING FIRST YEAR OF OPERATION. SYSTEM SHALL HAVE ONE YEAR WARRANTY ON ALL PARTS AND LABOR. ALL INFORMATION ABOUT INSTALLATION AND SCHEDULING CAN BE OBTAINED FROM THE GENERAL CONTRACTOR
11. REPAIR ALL DAMAGE TO PROPERTY FROM PLANTING OPERATIONS AT NO COST TO OWNER

Dry Swale / Pond Seed Grass Mix - Outlots C & I

33-262	Dry Swale / Pond				
Common Name	Scientific Name	Rate (kg/ha)	Rate (lb/ac)	% of Mix (% by wt)	Seeds/ sq ft
big bluestem	*Andropogon gerardii*	1.68	1.50	3.40%	5.50
American sloughgrass	*Beckmannia syzigachne*	1.68	1.50	3.42%	27.80
fringed brome	*Bromus ciliatus*	1.68	1.50	3.40%	9.05
nodding wild rye	*Elymus canadensis*	4.48	4.00	9.09%	7.94
slender wheatgrass	*Elymus trachycaulus*	4.48	4.00	9.10%	19.15
Virginia wild rye	*Elymus virginicus*	2.80	2.50	5.67%	3.89
switchgrass	*Panicum virgatum*	0.45	0.40	0.91%	2.05
fowl bluegrass	*Poa palustris*	1.79	1.60	3.64%	76.50
Indian grass	*Sorghastrum nutans*	1.68	1.50	3.40%	8.60
	Total Grasses	26.74	58.50	42.03%	168.96
marsh milkweed	*Asclepias incarnata*	0.07	0.06	0.13%	0.10
purple prairie clover	*Dalea purpurea*	0.10	0.09	0.21%	0.50
Canada tick trefoil	*Desmodium canadense*	0.10	0.09	0.21%	0.19
ox-eye	*Heliopsis helianthoides*	0.10	0.09	0.20%	0.20
black-eyed susan	*Rudbeckia hirta*	0.08	0.07	0.17%	2.49
blue vervain	*Verbena hastata*	0.11	0.10	0.23%	3.50
	Total Forbs	0.54	0.50	1.15%	6.98
Oats or winter wheat (see note at beginning of list for recommended dates)		28.02	25.00	56.82%	11.14
	Total Cover Crop	28.02	25.00	56.82%	11.14
	Totals:	49.32	44.00	100.00%	184.98
Purpose:	Temporarily flooded swales in agricultural settings.				
Planting Area:	Tallgrass Aspen Parklands, Prairie Parkland, and Eastern Broadleaf Forest Provinces: MnDOT Districts 2 (west), 3B, 4, Metro, 6, 7 & 8				

Dry Prairie Seed SE Grass Mix - Outlots G & H (Partial)

35-621	Dry Prairie Southeast				
Common Name	Scientific Name	Rate (kg/ha)	Rate (lb/ac)	% of Mix (% by wt)	Seeds/ sq ft
side oats grama	*Bouteloua curtipendula*	1.27	1.13	16.23%	2.48
blue grama	*Bouteloua gracilis*	0.76	0.68	9.19%	10.00
Kent's brome	*Bromus kalmii*	0.35	0.31	2.76%	0.80
nodding wild rye	*Elymus canadensis*	1.68	1.50	13.81%	2.86
slender wheatgrass	*Elymus trachycaulus*	1.32	1.18	10.76%	3.00
junegrass	*Koeleria macrantha*	0.46	0.41	3.71%	30.00
little bluestem	*Schizachyrium scoparium*	1.69	1.51	13.70%	8.30
sand dropseed	*Sporobolus cryptandrus*	0.25	0.22	1.96%	19.00
prairie dropseed	*Sporobolus heterolepis*	0.29	0.26	2.32%	1.60
	Total Grasses	8.07	7.20	86.26%	75.04
butterfly milkweed	*Asclepias tuberosa*	0.07	0.06	0.52%	0.09
whorled milkweed	*Asclepias verticillata*	0.01	0.01	0.11%	0.05
bird's foot coreopsis	*Coreopsis palmata*	0.06	0.05	0.52%	0.20
white prairie clover	*Dalea candida*	0.10	0.09	0.78%	0.60
purple prairie clover	*Dalea purpurea*	0.17	0.15	1.32%	0.80
ox-eye	*Heliopsis helianthoides*	0.07	0.06	0.51%	0.15
round-headed bush clover	*Lespedeza capitata*	0.03	0.03	0.31%	0.10
rough blazing star	*Liatris aspera*	0.02	0.02	0.17%	0.11
dotted blazing star	*Liatris punctata*	0.02	0.02	0.23%	0.06
wild bergamot	*Monarda fistulosa*	0.03	0.03	0.30%	0.85
horsemint	*Monarda punctata*	0.02	0.02	0.22%	0.80
stiff goldenrod	*Oligoneuron rigidum*	0.07	0.06	0.58%	0.98
large-flowered beard tongue	*Penstemon grandiflorus*	0.04	0.04	0.35%	0.20
black-eyed susan	*Rudbeckia hirta*	0.10	0.09	0.80%	3.20
gray goldenrod	*solidago nemoralis*	0.01	0.01	0.14%	1.85
skyblue aster	*Symphyotrichum oolentangiense*	0.01	0.01	0.06%	0.20
silky aster	*Symphyotrichum sericeum*	0.02	0.02	0.19%	0.20
bracted spiderwort	*Tradescantia bracteata*	0.01	0.01	0.12%	0.05
heart-leaved alexanders	*Zizia aptera*	0.02	0.02	0.21%	0.10
	Total Forbs	0.80	0.80	7.49%	10.37
Oats or winter wheat (see note at beginning of list for recommended dates)		3.36	3.00	27.23%	1.33
	Total Cover Crop	3.36	3.00	27.23%	1.33
	Totals:	12.23	11.00	100.00%	86.75
Purpose:	Regional dry prairie reconstruction for wetland mitigation, ecological restoration, or conservation program plantings.				
Planting Area:	Eastern Broadleaf Forest Province excluding Hardwood Hills subsection. MnDOT Districts Metro & 6				

Latest Revision Date: 01/20/14
0002553MLP04.dwg

Date: 12/13/13 Sheet: 4 OF 5

Westwood Professional Services, Inc.
7699 Anagram Drive
Eden Prairie, MN 55344
PHONE 952-937-5150
FAX 952-937-5822
TOLL FREE 1-866-937-5150
www.westwoodps.com

I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly licensed LANDSCAPE ARCHITECT under the laws of the State of Minnesota.
Cort Hayer
Date 01/20/14 License No. 26971

Revisions
01/20/14 CITY COMMENTS

Designed: CHJ
Checked: KMB
Drawn: MW
Record Drawing by/date:

Prepared for:
Lennar Corporation
16305 36th Avenue North Suite 600
Plymouth, Minnesota, 55446

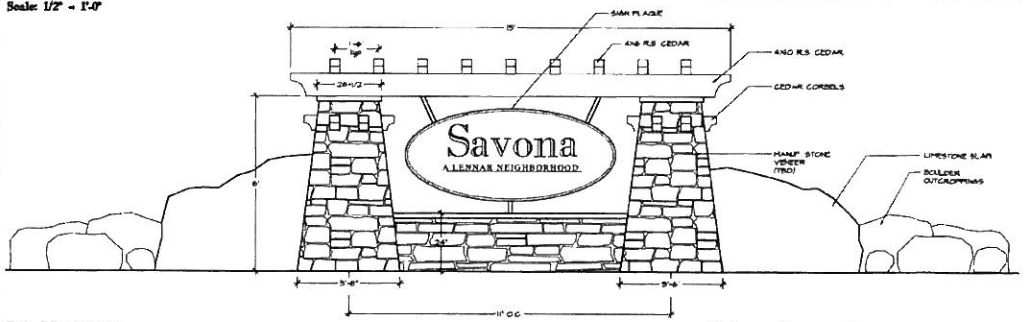
Savona
Lake Elmo, Minnesota

Final Landscape Details & Notes

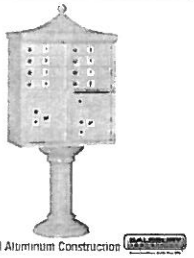
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Main Entry Monument

Scale: 1/2" = 1'-0"



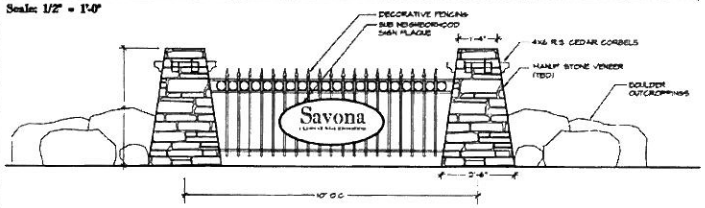
Mailbox Unit (Post Mount)



All Aluminum Construction

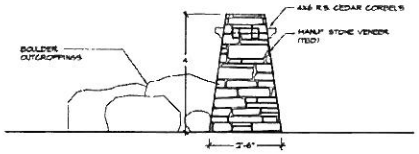
Sub Monument

Scale: 1/2" = 1'-0"



Column Monument

Scale: 1/2" = 1'-0"



Call 48 Hours before digging:
811 or call811.com
Common Ground Alliance
Latest Revision Date: 01/20/14

Date 12/13/13 Sheet 5 OF 5

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I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly licensed LANDSCAPE ARCHITECT under the laws of the State of Minnesota.

Cory Meyer
Date 01/20/14 License No. 26973

Revisions
01/20/14 CITY COMMENTS

Datamark CLM
Checked CLM
Drawn EVF
Record Drawings by/date

Prepared for:

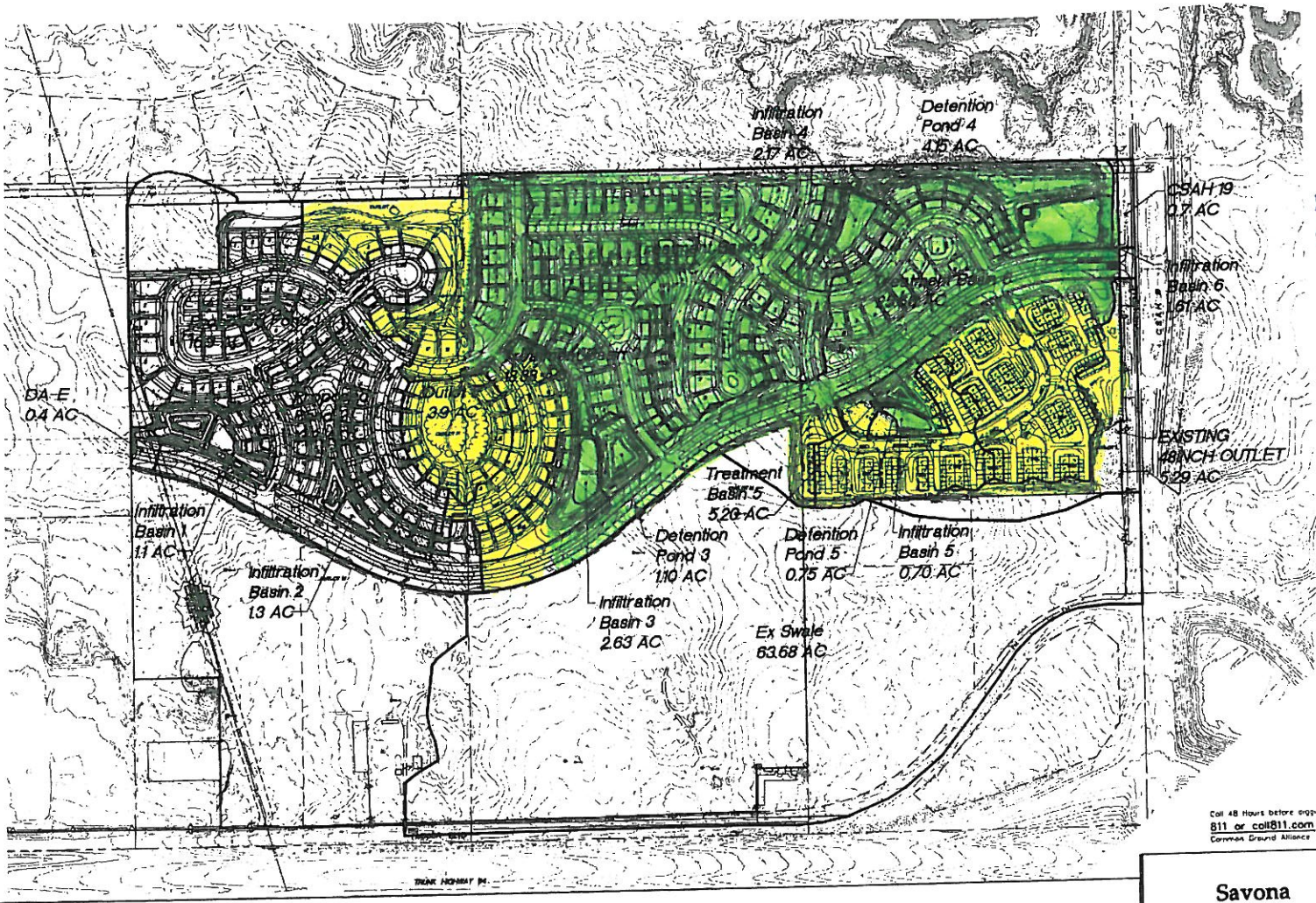
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16305 36th Avenue North Suite 600
Plymouth, Minnesota, 55446

Savona

Lake Elmo, Minnesota

Monument Details

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Date: 08/23/13 Sheet 12 OF 12

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Lake Elmo, Minnesota

Post-Developement Drainage Area Plan

Westwood

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I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly licensed professional ENGINEER under the laws of the State of Minnesota.
Ryan M. Walter
Date 01/16/14 License No. 41257

Prepared for:
Lennar Corporation
16305 36th Avenue North Suite 600
Plymouth, Minnesota, 55446

THE CITY OF LAKE ELMO

MAYOR & COUNCIL COMMUNICATION

DATE: February 18, 2014
REGULAR
ITEM # 14
ORDINANCE 08-103

AGENDA ITEM: Adoption of Village Area AUAR Fee

SUBMITTED BY: Kyle Klatt, Community Development Director

THROUGH: Dean Zuleger, City Administrator

REVIEWED BY: Nick Johnson, City Planner

SUGGESTED ORDER OF BUSINESS:

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

POLICY RECCOMENDER: Staff (based on previous work of the City Administrator and the Village AUAR Advisory Panel).

FISCAL IMPACT: The proposed ordinance would facilitate the reimbursement of a portion of the Village Planning fund. The City incurred expenses of $253,000 preparing the Village Area AUAR; the proposed amendment to the fee schedule would establish a fee for new development within the Village Planning area based on the expected number of new REC units in this area.

SUMMARY AND ACTION REQUESTED: The City Council is being asked to adopt an amendment to the 2014 Fee Schedule that will add a new development fee to this schedule intended to help the City recover the costs incurred during the preparation of the Village Area AUAR. Staff is proposing a fee of $230 per Residential Equivalency Connection (REC) unit for new development that adds REC units above the existing conditions. This fee would be payable at the time of development, either in conjunction with the fees collected with the developer's agreement or at the time a building permit is issued for smaller developments.

The recommended motion to take action on this item is as follows:

"Move to approve Ordinance 08-103 amending the fee schedule by adding a fee for the Village Area AUAR"

LEGISLATIVE HISTORY: The City undertook an extensive review process shortly after the adoption of the 2005 Comprehensive Plan to begin planning for sewered development within the Village Planning Area. This work included the drafting of the Village Master Plan, the preparation of plans for the Village sewer trunk line, and the preparation of the Village Area Alternative Urban Areawide Review (AUAR) for the Village. The environmental review document in particular, was seen a key document that was necessary to not only facilitate development within the Village, but to also help the City determine the most appropriate level of development (in terms of household units) for the area. The Village AUAR was adopted in May of 2009 by the City, and was instrumental in the preparation of the Village Area Comprehensive Plan amendment approved within the past year.

At the time the Village AUAR was being studied, the Staff indicated that the costs of the AUAR would be reimbursed to the City when development proposals came forward. To date, no such fee has been established that would allow the City to recover its costs associated with the AUAR. With the recent submission of concept plans for several projects within the Village Planning Area, the City should take action soon to adopt a fee for recover of AUAR costs so that this fee can be put into effect before any formal land use applications are submitted to the City.

Staff has prepared the attached ordinance amending the City's Fee Schedule to add a new development charge for property within the Village Planning Area. The overall costs for the AUAR based on City records was $253,000, and Staff is recommending that the reimbursement for these costs be tied to the new REC units that are expected to be built within the Village.

BACKGROUND INFORMATION (SWOT):

Strengths	• The City incurred costs to conduct the Village AUAR and the proposed fee will allow the City to recuperate these costs. • The land owners and developers benefit from the AUAR because they are now exempt from any additional reviews.
Weaknesses	• The fee adds to the cost of developing with the Village. These costs are typically passed down to future homeowners.
Opportunities	• The fee will allow the City to recover a portion of the funds expended during the Village planning process.
Threats	• The fee could make development within the Village less attractive to developers.

RECOMMENDATION: Based upon the above background information, Staff is recommending that the City Council adopt an amendment to the 2014 Fee Schedule that will add a new development fee to this schedule intended to help the City recover the costs incurred during the preparation of the Village Area AUAR. The suggested motion for this action on this item is as follows:

"Move to approve Ordinance 08-103 amending the fee schedule by adding a fee for the Village Area AUAR"

ATTACHMENTS:

1. Ordinance 08-103

CITY OF LAKE ELMO
WASHINGTON COUNTY
STATE OF MINNESOTA

ORDINANCE NO. 08-103

AN ORDINANCE AMENDING MUNICIPAL FEES BY ADDING A FEE FOR COSTS RELATED TO THE VILLAGE AREA ALTERNATIVE URBAN AREAWIDE REVIEW

Section 1. Findings. The City Council of the City of Lake Elmo makes the following findings:

1) As part of the City's long range planning process related to the Lake Elmo Village Planning Area, the City Council decided to proceed with an Alternative Urban Area Wide (AUAR) review before amending the land use plan for this area.

2) The City Council implemented an AUAR review process that was inclusive and sought the input from all affected land owners, stakeholders, and other interested parties as part of this review. A Village AUAR Advisory Panel was created in 2007 to review the document and to further define the development scenarios that were included in the AUAR.

3) The City Council adopted the Lake Elmo Village Area AUAR on May 5, 2009 with Resolution 2009-019.

4) The Village Area AUAR includes land within the Village Planning Area as identified in the Lake Elmo Comprehensive Plan this is guided for future public sanitary sewer services.

5) The development within the area analyzed by the Village Area AUAR likely would have required environmental review for numerous development projects in accordance with the State of Minnesota Environmental Review Program. Development that is consistent with the assumptions of the AUAR and that comply with the Mitigation Plan are exempt from requirements to prepare an Environmental Assessment Worksheet or an Environmental Impact Statement, as specified in Minnesota Rules 4410.3610.

6) Property owners and developers of land within the Village AUAR area benefit the preparation and adoption of the AUAR.

7) The City authorized the preparation of the AUAR with the intent to seek reimbursement for the costs of the study from future development.

8) The AUAR process allowed the City to assess the impact of potential development on the area's natural resources prior to receiving and considering individual development proposals for approval.

9) The information and analysis in the AUAR was used in the preparation of the Village Area Comprehensive Plan amendment that now serves as the guide for future development in this area. The Comprehensive Plan amendment adheres closely to one of the land use alternatives studied in the AUAR.

10) The AUAR further benefits property owners within the planning area by ensuring adequate infrastructure is available.

11) The City incurred costs in the preparation of AUAR.

12) The City intends to recover these costs by allocating the expenses across development within the Village AUA area via a fee based on new Residential Equivalency Connection (REC) units.

13) The City Council has adopted Ordinance 08-097 establishing the 2014 Fee Schedule for the City of Lake Elmo.

Section 2. Amendment. The fee schedule established by Ordinance 08-097 as amended is hereby amended to include the following fee that shall be applied to all development applications that will increase the number of Residential Equivalency Connection (REC) units above existing conditions within the Village Area AUAR study area (see Exhibit A):

Application/Fee/Permit Type	2014 Fee	Escrow or Additional Charge	Department
Environmental Review			
Village Area AUAR Fee	$230	Per REC Unit. To be charged to development applications that increase the number of REC units above existing conditions within the Village AUAR Area. The fee will be based on the difference between the proposed and existing REC units. Fee to be paid as part of a developer's agreement for larger projects or at the time a building permit is issued for smaller projects. Once paid, the same land will not be charged again.	Planning

ADOPTION DATE: Passed by the Lake Elmo City Council on the 18th day of February, 2014 by a vote of ___ Ayes and ___ Nays.

CITY OF LAKE ELMO

By: _____
Mike Pearson
Mayor

ATTEST:

_____
Adam Bell
City Clerk

EFFECTIVE DATE: This ordinance shall become effective immediately upon adoption and publication.

PUBLICATION DATE: Published on the _____ day of _____ 2014.