



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, May 5, 2015 7:00 P.M.

City of Lake Elmo | 3800 Laverne Avenue North

Agenda

- | | |
|--|---------|
| A. Call to Order | 7:00 PM |
| B. Pledge of Allegiance | |
| C. Roll Call | |
| D. Order of Business | |
| E. Approval of Agenda | |
| F. Accept Minutes | 7:05 PM |
| 1a. Approve April 7, 2015 City Council Meeting Minutes | |
| 1b. Approve April 14, 2015 Special City Council Meeting Minutes | |
| G. Council Reports | 7:10 PM |
| H. Presentations/Public Comments/Inquiries | 7:20 PM |
| a) Lake Elmo Jaycees | |
| b) Stillwater Area School District Bond 2015 – Dennis Bloom | |
| c) First Quarter 2015 Financial Snapshot Report | |
| I. Proclamation – PowerUp for Kids Week | |
| J. Finance Consent Agenda | 8:00 PM |
| 2. Approve Payment of Disbursements and Payroll | |
| K. Other Consent Agenda | |
| 3. Zoning Text Amendment – Freestanding Freeway Signs (Rihm Kenworth); <i>Ordinance 08-119, Resolution No. 2015-29 (4/5 vote required)</i> | |
| 4. Downtown Street, Drainage and Utility Improvements – Resolution Restricting Parking along Laverne Avenue and Upper 33 rd Street North; <i>Resolution No. 2015-30</i> | |
| L. Regular Agenda | 8:10 PM |
| 5. Hunters Crossing 2nd Addition Final Plat; <i>Resolution No. 2015-31, Resolution No. 2015-32</i> | |
| 6. Hunters Crossing 2nd Addition Developers Agreement; <i>Resolution No. 2015-33</i> | |
| 7. Village Preserve Final Plat; <i>Resolution No. 2015-34</i> | 8:20 PM |
| 8. Approve Sale of Aerial Fire Truck | 8:30 PM |
| 9. Approve Hiring of Taxpayer Relations Coordinator | |
| 10. Approve Hiring of Receptionist | |
| 11. Growth Management Strategy Preview (<i>Filiflet Request</i>) | 9:00 PM |
| M. Staff Reports and Announcements | 9:25 PM |
| N. Executive Session – Closed Session per MN Statute 13D.05, Subd. 3(b) Attorney-Client Privilege;
for the purpose of discussing legal action against Priority One Inc. | |
| O. Adjourn | 9:55 PM |

Item times are estimates and subject to change

**CITY OF LAKE ELMO
CITY COUNCIL MINUTES**

APRIL 7, 2015

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

PRESENT: Mayor Mike Pearson and Council Members Julie Fliflet, Anne Smith, Justin Bloyer, and Jill Lundgren.

Staff present: City Administrator Zuleger, City Attorney Snyder, Community Development Director Klatt, City Engineer Griffin, Assistant City Engineer Stempski, Finance Director Bendel, and City Clerk Bell.

PLEDGE OF ALLIGENCE

APPROVAL OF AGENDA

MOTION: Council Member Fliflet moved TO PULL ITEM 6 FROM THE CONSENT AGENDA FOR DISCUSSION AND POSTPONE ITEMS 9, 10, 13, 14, 16, 18, AND 19 TO NEXT MEETING.

Council Member Smith seconded the motion.

Community Development Director Klatt explained why some of the development items were time-sensitive. It was explained that Council Member Fliflet previously made a request to not have a long agenda. The Council addressed each item's agenda placement separately.

Postpone Item 9: ***MOTION PASSED 4-1 (BLOYER – NAY)***

Postpone Item 10: ***MOTION PASSED 3-2 (PEARSON AND BLOYER – NAY)***

Postpone Item 13: ***MOTION PASSED 3-2 (PEARSON AND BLOYER – NAY)***

Postpone Item 14: ***MOTION PASSED 3-2 (PEARSON AND BLOYER – NAY)***

Postpone Item 16: ***MOTION PASSED 4-1 (BLOYER – NAY)***

Postpone Item 18: ***MOTION PASSED 3-2 (PEARSON AND BLOYER – NAY)***

Postpone Item 19: ***MOTION PASSED 3-2 (PEARSON AND BLOYER – NAY)***

Council Member Bloyer asked that Item 17 be postponed. There was no opposition.

MOTION: Council Member Fliflet moved TO APPROVE THE APRIL 7, 2015 CITY COUNCIL AGENDA AS AMENDED. Council Member Smith seconded the motion.

MOTION PASSED 3-2 (PEARSON AND BLOYER – NAY).

ITEM 1: ACCEPT MINUTES

THE MARCH 10, 2015 SPECIAL CITY COUNCIL MINUTES WERE APPROVED AS PRESENTED BY CONSENSUS.

THE MARCH 17, 2015 CITY COUNCIL MINUTES WERE APPROVED AS PRESENTED BY CONSENSUS.

COUNCIL REPORTS:

Mayor Pearson: Met with Metro Transit and local property owner regarding potential Park and Ride; met with Washington County and staff on property acquisition for downtown stormwater improvement; attended meeting regarding property acquisition for water tower; met with staff to discuss 39th Street difficulties; congratulated Mike Reeves on appointment to County Library Board. He believes it will be beneficial to both County and City; he addressed the previous comments from the public regarding council actions and suggested that Council reconsider HR Committee appointments. He also believes that the current conflicts the Council is experiencing are not due to the issue of growth. He stated that contrary to some assertions he would be happy to call for a special election if there was a change of Council make-up. He again suggested that meetings be recorded. Due to Council response, he believes the status of the Administrator is settled.

Council Member Fliflet: no report

Council Member Smith: no report.

Council Member Bloyer: spoke about changes to the Source. As he did not get chance to have the thanks published, he commended Alyssa Macleod for her service; he explained his called for Smith to step down. He considers current environment at City to be hostile. He alleged witnessing abuses of power, and stated he disagreed with assertion of no complaints having been filed. City Attorney Snyder reminded Council that if employee matters are to be discussed, it is best to do it as a separate agenda item. Council Member Bloyer called for a full investigation on the status of employee complaints.

LAKE ELMO CITY COUNCIL MINUTES

APRIL 7, 2015

Council Member Smith also thanked Alyssa Macleod for her service.

Council Member Lundgren: Thanked Alyssa Macleod for her help in initiating the Farmers' Market. Farmers' market meeting will be held on 4/13 for anyone interested; she explained her reasons for wanting the use of plastic water bottles reevaluated; she proposed starting a neighborhood watch.

PROCLAMATION

Mayor Pearson read the National Library Week proclamation.

PUBLIC COMMENTS/INQUIRIES

Jim Blackford, 9765 55th St., wants to be the change he wants to see in Lake Elmo. He asked that everyone improve their tone. He appreciated meeting he had with Mayor Pearson. Mr. Blackford stated his support for Council Member Smith. He believes she serves the city in a good manner. He doesn't want to see whole city polarized. He asked Council Member Bloyer to reconsider his rhetoric. He stated that he supports Administrator Zuleger. He pledged to personally tone his rhetoric back.

Dean Johnston, 10677 Cedar Heights Trail, Hastings, MN, supports the principles of the "We Love Lake Elmo" group. He agrees there should be more open transparency. He claimed to possess a copy of the draft summary of complaint against Council Member Smith. He questioned allegation of the existence of other complaints. He accused Council Member Bloyer of leaking the document to the press and called for his resignation.

Nicole Park, 404 Lake Elmo Ave. spent two years as Council Member working with Administrator Zuleger. She described Mr. Zuleger as amazing. He was always a kind and respectful administrator and a good listener. He helped purchase the Library Building, started the EDA, brought new businesses to the city and works well with the business community, and helped eliminate the Met Council MOU. Mr. Zuleger has always gone above and beyond.

Ben Roth, 10819 3rd St. Pl., asked that threat of litigation against the city by an employee be taken off the table.

Brenda Taylor, 7945 Hill Trail thanked Mayor Pearson and Council Member Bloyer for bringing up issues that need to be addressed. She questioned the purpose of placing something on the agenda if it is taken off. She questioned the status of the previously mentioned third-party investigation and the need for the Council Driven Workshop. Both items were clarified as to what they entailed. It was noted that the third party review was as initiated as a result of an employment matter. Ms. Taylor called for Council Member Smith to resign.

Deb Krueger, 4452 Lake Elmo Ave., spoke about her disappointment in Lake Elmo. She asked public to stop because no one knows all the facts. She claimed to be a victim of bullying and intimidation at City Hall. She is embarrassed by behavior in Lake Elmo. She asked the public to be more respectful.

Neal Krueger, 4452 Lake Elmo Ave., read letter previously submitted for 3/17/15 meeting. *See Exhibit 20150407A.*

Dale Dorschner, 3150 Lake Elmo Ave, spoke in support of maintaining the City Administrator during everything that is going on in Lake Elmo. He questioned the timing of getting rid of Mr. Zuleger and is concerned about losing more staff. He spoke about the value of staff and the cost of turnover. He spoke about civility and how the City was trying to increase it. He is concerned that the City business is not being done and asked how it will be done if staff is disrupted. He asked about alleged additional complaints and asked for outside review of complaints.

City Attorney Snyder spoke about the complaint process and stated that all complaints, formal or informal, are handled in the best interest of the City. It was clarified that Mr. Snyder did provide counsel to the city Council regarding the previous restrictions against Council Member Smith. Council Member Bloyer stated that the previous Council did everything they could do to address the past issue involving the restrictions. He also asked Dean Johnston how he obtained the draft complaint. Mr. Johnston declined to answer.

FINANCE CONSENT AGENDA

2. Approve Payment of Disbursements and Payroll in the amount of \$164,164.62
3. Accept Building Report dated February 28, 2015
4. Approval for 2015 Tax abatement; **Resolution No. 2015-26**

LAKE ELMO CITY COUNCIL MINUTES

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MOTION: Council Member Fliflet moved **TO APPROVE THE FINANCE CONSENT AGENDA AS PRESENTED**. Mayor Pearson seconded the motion. **MOTION PASSED 5-0.**

OTHER CONSENT AGENDA

5. LMCIT Waiver Form
6. ~~Workshop Date Change~~ pulled for discussion
7. Order Abatement Action – 8085 Hill Trail North; Resolution No. 2015-21
8. Approve Encroachment Agreement – 859 Julep Avenue North
9. ~~Zoning Map Amendment – General Amendments, Ordinance 08-117~~ postponed
10. ~~Easton Village Developer Agreement~~ postponed

Council Members Lundgren and Smith were designated Council liaisons on abatement action

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

ITEM 6: WORKSHOP DATE CHANGE

The Council discussed moving the workshop from the proposed 5/13 date to 5/14 as two council members could not attend the 5/13 date.

MOTION: Council Member Fliflet moved **TO APPROVE MOVING THE TUESDAY, MAY 12, 2015 COUNCIL WORKSHOP TO THURSDAY, MAY 14, 2015, DUE TO THE ISD 834 SPECIAL ELECTION**. Council Member Smith seconded the motion.

Council Member Lundgren asked for Council Driven Workshop to be held on 5/14.

MOTION PASSED 5-0.

REGULAR AGENDA

ITEM 11: APPROVE ELMO LIQUOR INTOXICATING LIQUOR LICENSE; PUBLIC HEARING

City Clerk Bell explained license application. Applicant Keith Carlson provided an overview of the proposed store. The suggested security system was discussed. The store will include a security system. It was noted that this license application is for an Off-Sale Intoxicating Liquor License.

Motion: Council Member Smith moved **TO OPEN THE PUBLIC HEARING**. Council Member Bloyer seconded the motion. **MOTION PASSED 5-0. Public Hearing was opened at 8:12 pm.**

Motion: Council Member Bloyer moved **TO CLOSE THE PUBLIC HEARING**. Council Member Lundgren seconded the motion. **MOTION PASSED 5-0. Public Hearing was closed at 8:13 pm.**

MOTION: Council Member Bloyer moved **TO APPROVE A NEW OFF-SALE INTOXICATING LIQUOR LICENSE FOR ELMO LIQUOR, LOCATED AT 11029 10TH ST N.** Council Member Lundgren seconded the motion. **MOTION PASSED 5-0.**

Meeting was recessed at 8:13pm. Meeting was reconvened at 8:20pm

ITEM 12: EAGLE POINT BOULEVARD STREET IMPROVEMENTS – IMPROVEMENT HEARING; ORDER PLANS AND SPECIFICATIONS; PUBLIC HEARING; RESOLUTION NO. 2015-22

Assistant City Engineer Stempski presented a summary of the proposed improvement project. Area assessment method is being used. He explained the schedule. Mayor Pearson asked about TKDA and Focus both being used for engineering. It was explained that by using Focus to contract out some work, it allows the city to use a save on engineering costs.

Motion: Council Member Lundgren moved **TO OPEN THE PUBLIC HEARING**. Council Member Bloyer seconded the motion. **MOTION PASSED 5-0. Public Hearing was opened at 8:33 pm.**

LAKE ELMO CITY COUNCIL MINUTES

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Kathy Tucci from Bremer Bank explained that Bremer has been a good partner with city and commended Mr. Stempski's work on project. She attested to the poor condition of the road and urged the Council to do the project.

Lee Casey, 8617 Eagle Point Boulevard, questioned why he is being assessed so much when his impact on the road is less than the bank's.

Motion: Council Member Bloyer moved TO CLOSE THE PUBLIC HEARING. Council Member Lundgren seconded the motion. MOTION PASSED 5-0. Public Hearing was closed at 8:37pm.

Mr. Stempski further explained the assessment methodology. It was noted that the principal petitioners would be the major contributors to the assessments.

MOTION: Council Member Bloyer moved TO ADOPT RESOLUTION NO. 2015-22, ORDERING THE EAGLE POINT BOULEVARD STREET AND SANITARY SEWER IMPROVEMENTS AND THE PREPARATION OF PLANS AND SPECIFICATIONS. Council Member Fliflet seconded the motion. MOTION PASSED 5-0.

MOTION: Council Member Lundgren moved TO APPROVE A PROFESSIONAL ENGINEERING DESIGN AND CONSTRUCTION SUPPORT SERVICES CONTRACT TO TKDA IN THE NOT TO EXCEED AMOUNT OF \$42,150. Council Member Smith seconded the motion. MOTION PASSED 5-0.

~~ITEM 13: BOULDER PONDS ZONING MAP AMENDMENT, FINAL PLAT AND FINAL PUD PLAN; RESOLUTION NO. 2015-23, ORDINANCE 08-118~~

Item postponed

~~ITEM 14: WILDFLOWER PRELIMINARY PLAT; RESOLUTION NO. 2015-24~~

Item postponed

~~ITEM 15: 39TH STREET: STREET AND SANITARY SEWER IMPROVEMENTS – CHANGE ORDER NO. 4~~

City Engineer Griffin provided an update on the project. Due to unexpected geological issues larger pipe will be required. Increase to project budget will be \$154,440.00. It will be paid out of sewer fund. There will be no additional change orders. Council Member Fliflet asked what other options are available to pay for project. The funding options were briefly discussed. Alternate funding options would be looked at.

MOTION: Council Member Fliflet moved TO APPROVE CHANGE ORDER NO. 4 FOR THE 39TH STREET NORTH: STREET AND SANITARY SEWER IMPROVEMENTS THEREBY INCREASING THE CONTRACT AMOUNT BY \$154,440.00. Council Member Lundgren seconded the motion. MOTION PASSED 5-0.

~~ITEM 16: DISCUSSION OF CITY HALL WATER SOLUTION~~

Item postponed

~~ITEM 17: COUNCIL DRIVEN WORKSHOP~~

Item postponed

~~ITEM 18: BOULDER PONDS DEVELOPER AGREEMENT; RESOLUTION NO. 2015-25~~

Item postponed

~~ITEM 19: THIRD PARTY REVIEW OF FINANCES DISCUSSION~~

Item postponed

Council Member Bloyer asked if he can make a motion after the closed session. City Attorney Snyder explained that any action decided must be taken after the closed session during an open meeting.

STAFF REPORTS & ANNOUNCEMENTS:

LAKE ELMO CITY COUNCIL MINUTES

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City Finance Director Bendel: finishing up audit work; first quarter financial statements; prepping up 2015 CIP bonding.

City Attorney Snyder: working with staff on 39th Street and development documents.

Community Development Director Klatt: upcoming workshop with Met Council and East Metro Strong regarding transit.

City Engineer Griffin: working on keeping Eagle Point Blvd project on schedule as well as 39th Street project, supporting City Planner Johnson on CSAH 17/Lake Elmo Ave project, and development proposals.

City Administrator Zuleger: working on water supply study, water tower, MnDEED grant, state bonding funds; Washington County Sheriff and Red Zone enforcement; staff is working on communications role distribution.

City Clerk Bell: working with County on transfer of annex building and election preparation; attended first HR committee meeting of the year.

Meeting adjourned to closed session at 9:02 pm.

City Attorney Snyder summarized the closed session: City Council met in executive session to discuss recommendations by a 3rd party reviewer in connection with a confidential employment matter related to an employee of the City. He reiterated that it was an employee of the City. Council will be implementing those recommendations. It was clarified that the employee matter it did not involve a council member.

MOTION: Council Member Lundgren moved TO ADJOURN. No record of second. MOTION PASSED 5-0.

Mayor Pearson Adjourned the meeting at 11:55 pm.

LAKE ELMO CITY COUNCIL

ATTEST:

Mike Pearson, Mayor

Adam R. Bell, City Clerk

EXHIBIT 20150407A

A Letter for the City of Lake Elmo to be read at the City Council meeting during public comments March 24, 2015.

We have watched with concern over the past week the anger and lack of civility displayed in our city of Lake Elmo. People have gathered and tempers have flared before all the facts and truths are known. We hope these comments will cause everyone involved to take a deep breath and work towards consensus rather than division.

One of the things that concerns us the most is the public display of a matter that should be resolved in within city government rather than in the public arena. There are policies and procedures in place to resolve personnel issues and even disagreements. Let's use the system that's already in place.

We look like a city out of control. Personnel issues require a level of privacy to protect the individuals involved. Let's have enough respect for each other to act in a professional manner. Otherwise half truths become exaggerated and facts are blurred. This will only further divide our city.

We need to trust our elected officials and paid staff to make the right decisions for our city whether we agree with them or not. There needs to be an atmosphere of civility and cooperation instead of fear and anger.

Neil and Deb Krueger
4452 Lake Elmo Ave N

**CITY OF LAKE ELMO
SPECIAL CITY COUNCIL MINUTES**

APRIL 14, 2015

Mayor Pearson called the meeting to order at 9:25pm.

PRESENT: Mayor Mike Pearson and Council Members Julie Fliflet, Anne Smith, Justin Bloyer, and Jill Lundgren.

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

PLEDGE OF ALLIGENCE

Approval of agenda by consensus

WILDFLOWER PRELIMINARY PLAT; RES. NO. 2015-23

Community Development Director Klatt provided summary of the proposed PUD development and the process for a PUD. He explained the minor changes from the concept plan approved on 6/17/2014. The flexibility that a PUD affords was explained. Mr. Klatt went over the critical path issues and provided an update on issues identified during the Planning Commission public hearing. Staff recommends adding one additional condition of allowing 10 foot side yard setbacks.

The alley streets were discussed. Conservation easements were discussed. Median maintenance and rain gardens were discussed. Street naming was discussed. The sanitary sewer construction from 30th St lift station to 39th St. was explained.

The previously discussed conditions placed on the Concept Plan and Comp Plan amendment were discussed. Staff reported that all conditions have been met.

The proposed home size was explained to be about 1500 to 2200 for courtyard homes (Garden Villas); the other lots include one stories with about 1800 sq ft and two stories with about 2200 sq ft. It was noted that there are design standards in place, but they are not mandated by the City.

Staff supports the proposed PUD variances. It was pointed out that the 6ft fences in courtyard homes have not been specifically reviewed, but if allowed they will be outside of the current fence regulations.

The plantings in the development were discussed.

Neil Krueger, 4452 Lake Elmo Ave, is concerned about the water issue. He thanked staff for addressing the issue.

Richard Smith, 11514 Stillwater Blvd, spoke on behalf of Mary Jane Dupuis. He spoke in opposition to the walking trail on Outlot H. It was noted that the HOA could create a trail at any later time if it was removed from the plans.

Bob Engstrom, developer, spoke about the proposal and its unique features.

Mayor Pearson read letter from Mary Jane Dupuis. *See Exhibit 20150414.A*

It was confirmed that the courtyard fences would have to be 4 feet max, but interior privacy fencing could be allowed.

The accommodations afforded the surrounding property owners by the developer were explained.

Council Member Fliflet is strongly against adopting the County street naming convention. She is concerned about safety as many of the streets do not extend through and it can cause confusion for emergency services. Street naming was further discussed. Mr. Klatt explained that this is a bigger issue that needs resolution for future developments.

MOTION: *Council Member Smith moved to adopt Resolution No. 2015-23, approving the Wildflower at Lake Elmo Preliminary Plat and Preliminary PUD Plan subject to 20 conditions of approval. Council Member Fliflet seconded the motion.*

LAKE ELMO CITY COUNCIL MINUTES

APRIL 14, 2015

Friendly amendment by Council Member Fliflet to amend motion to allow 10 foot side yard setback. Accepted by Council Member Smith

Friendly amendment by Council Member Fliflet to amend motion to remove the Outlot H loop trail from the plan. Accepted by Council Member Smith.

The existence of the loop trail and what ability the city has to restrict the use of the property were discussed. Council Member Bloyer is opposed to Council restricting use of other parties' property. Lundgren supported

Council Member Bloyer called the question. CALL TO QUESTION PASSED 5-0

MAIN MOTION FAILS. 2-3 (Pearson, Bloyer, and Lundgren).

MOTION: Council Member Smith moved to adopt Resolution No. 2015-23, approving the Wildflower at Lake Elmo Preliminary Plat and Preliminary PUD Plan subject to 20 conditions of approval and allow 10 foot side yard setback. Council Member Lundgren seconded the motion.

Council Member Fliflet wishes all the developments in Lake Elmo were like Mr. Engstrom's. His proposal is exactly what she wants for the Village, and she hopes that future developments follow suit.

Public versus private road maintenance was discussed.

MOTION TO AMEND: Mayor Pearson moved to AMEND THE MOTION THAT THE ALLEYWAYS BE PRIVATELY MAINTAINED. Council Member Bloyer seconded the motion. MOTION TO AMEND FAILS 1-4 (Fliflet, Smith, Bloyer, and Lundgren – Nay).

Council Member Bloyer questioned why this development was not scrutinized strictly as others. Mayor Pearson voiced his support for the proposal despite it not being completely perfect as it brings diversity in development. He expressed his desire that all developments can be treated with fair scrutiny despite not being perfect.

Friendly amendment by Council Member Smith to remove condition #12. Accepted by Council Member Lundgren.

Roll Call Vote called for by Council Member Bloyer

Fliflet: YEA

Smith: YEA

Pearson: YEA

Bloyer: YEA

Lundgren: YEA

MOTION PASSED 5-0.

Mayor Pearson Adjourned the meeting at 11:39 pm.

LAKE ELMO CITY COUNCIL

ATTEST:

Mike Pearson, Mayor

Adam R. Bell, City Clerk

Mary Jean Dupuis
Richard Smith

To: Lake Elmo City Council & Kyle Klatt
From: Mary Jean Dupuis & Richard Smith
Subject: Wildflower Development
Date: April 6, 2015

I ~ Mary Jean Dupuis reside at 11676 Stillwater Blvd North. I have been a resident of Lake Elmo on this property for 42 years.

Richard Smith resides at 11514 Stillwater Blvd North and has been a resident of Lake Elmo and on his property for 28 years.

Richard Smith lives directly west of my home divided only by what is currently known as Outlot H in the Wildflower Development

1) This is an updated request to eliminate the proposed grass trail between the Smith and Dupuis properties on Outlot H. We feel we were entirely misled by the developer during the FOSC II development some years ago with respect to the future use of the approximately 16 acres of property between us and south to MN 5. However, we want to make it clear that this specific request pertains only to the area between Smith and Dupuis. Since we were advised that no one was ever going to occupy or use this section of property ~ we are

not at all in favor of people walking thru that area between our homes. We therefore request your support to eliminate the proposed grass walking path.

2) Dupuis is requesting that the pathway running south from the development to the ponding area adjacent to MN 5 be located on the east side of the development and not along the west side of the Dupuis property.

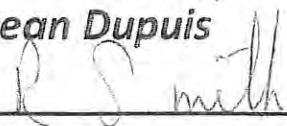
Last fall, Engstrom Companies did have trees installed per agreement with Dupuis to assist in some buffering from the development that will be very visible from my (Dupuis) backyard and deck. There are still some plantings and clean up to be completed but they have done a nice job so far which I appreciate. This in no way eliminates my/our desire to have the grass walking path removed between our homes.

Since the intended use of the 16 acres referred to here was reversed from the FOSC II development, I feel these 2 items are very reasonable requests and ask for your consideration and support.

Respectfully



Mary Jean Dupuis



Richard Smith

PowerUp* and PowerUp 4Kids Week Proclamation

WHEREAS, the **City of Lake Elmo** wants to support its children, families and residents in leading healthy lives;

WHEREAS, the foods and beverages provided to children, and the lack of physical activity contribute to the rising rates of childhood obesity in recent years.

WHEREAS, if something is not done to reverse these trends, children will, for the first time in history, have shorter life and less healthy lives than their parents;

WHEREAS, we believe that we can work together transform the places where children and families live, learn and play to do what's best for kids;

WHEREAS, we are in a position to provide, promote and support opportunities for recreation, physical activity and access to better food and beverages through our programs, events, partnerships, practices and policies;

WHEREAS, we also have the opportunity to support health for the whole community through supporting bike and pedestrian friendly streets, public transportation, access to healthy food and beverages, and easy access to parks, trails, and active spaces;

WHEREAS, PowerUp is a community-wide initiative, supported by Lakeview Hospital and HealthPartners, to make it easy, fun and popular for kids and families to eat better and be active so that kids in our communities reach their full potential.

THEREFORE BE IT RESOLVED that the **City of Lake Elmo**
does hereby proclaim **support and partnership with PowerUp**
and the shared goal of working together to create healthier community for our kids.

**And we proclaims that May 9-16, 2015 is *PowerUp 4 Kids Week* in
Lake Elmo
on this 5th day of May, 2015.**

Mayor/Chair

ATTEST/WTINESS:

Clerk

* PowerUp is a community-wide initiative to make our communities a place where it's easy, fun and popular for kids to eat well and be active. It is a long-term commitment to create change over 10 years in the St. Croix Valley in partnership with schools, businesses, health care, civic groups, families, kids and the entire community. PowerUp is committed to working collaboratively to help kids in the Valley to be healthy today and reach their full potential in life! PowerUp is supported by Lakeview Health Foundation and HealthPartners, in partnership with Lakeview Hospital, Stillwater Medical Group, Hudson Hospital and Clinic and Westfields Hospital and Clinic.



MAYOR & COUNCIL COMMUNICATION

DATE: May 5, 2015
CONSENT
ITEM #2
MOTION

AGENDA ITEM: Approve Disbursements in the amount of \$154,076.40

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: \$154,076.40

SUMMARY AND ACTION REQUESTED: As part of its Consent Agenda, the City Council is asked to approve disbursements in the amount of \$154,076.40. 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	\$ 11,566.01	Payroll Taxes to IRS & MN Dept of Revenue 4/30/2015
ACH	\$ 6,372.06	Payroll Retirement to PERA 4/30/2015
DD6168-DD6194	\$ 29,600.12	Payroll Dated (Direct Deposits) 4/30/2015
42727-42771	\$ 105,998.21	Accounts Payable 5/05/2015
2719-2727	\$ 540.00	Library Card Reimbursement 5/05/2015
TOTAL	\$ 154,076.40	

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 \$154,076.40 .

ATTACHMENTS:

1. Accounts Payable – check registers

Accounts Payable To Be Paid Proof List

User: PattyB

Printed: 04/28/2015 - 4:56 PM

Batch: 012-04-2015

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
ACROSS Across the Street Productions 122826 04/22/2015		385.00	0.00	05/05/2015	Officer Incident Command Training		-			0000
101-420-2220-44370 Conferences & Training		385.00								
122826 Total:		385.00								
ACROSS Total:										
AMDAHL Chris Amdahl Locksmith, Inc 11418 04/18/2015		129.00	0.00	05/05/2015	Office keys		-			0000
101-410-1940-44010 Repairs/Maint Contractual Bldg		129.00								
11418 Total:		524.80	0.00	05/05/2015	Lock		-			0000
11422 04/18/2015		524.80								
601-494-9400-42270 Utility System Maintenance		524.80								
11422 Total:		653.80								
AMDAHL Total:										
ANIMALHU Animal Humane Society 2272 07/01/2014		480.00	0.00	05/05/2015	Animal Impound 4/1-7/1/14		-			0000
101-420-2700-43150 Contract Services		480.00								
2272 Total:		480.00								
ANIMALHU Total:										
ASPENMI Aspen Mills, Inc. 163940 04/17/2015		46.50	0.00	05/05/2015	Pants		-			0000
101-420-2220-44170 Uniforms		46.50								
163940 Total:		8.00	0.00	05/05/2015	Patches sewn		-			0000
163941 04/17/2015		8.00								
101-420-2220-44170 Uniforms		8.00								
163941 Total:		64.00	0.00	05/05/2015	Command Vests		-			0000
163967 04/17/2015		64.00								
101-420-2220-42400 Small Tools & Equipment		64.00								
163967 Total:		64.00								

Invoice #	Inv Date	Amount	Quantity	Pnt Date	Description	Reference	Task	Type	PO #	Close POLine #
ASPENMI Total:		118.50								
BLACKBUR Blackburn Mfg. Co.										
0485701-IN	04/16/2015	82.19	0.00	05/05/2015	Utility maintenance		-		No	0000
601-494-9400-42270	Utility System Maintenance									
0485701-IN	04/16/2015	82.19	0.00	05/05/2015	Utility maintenance		-		No	0000
602-495-9450-42270	Utility System Maint Supplies									
	0485701-IN Total:	164.38								
	BLACKBUR Total:	164.38								
CAMERON Cameron Homes										
2014-433	04/14/2015	4,750.00	0.00	05/05/2015	Escrow Release - 11928 58th St		-		No	0000
803-000-0000-22900	Deposits Payable									
	2014-433 Total:	4,750.00								
	CAMERON Total:	4,750.00								
CARDMEMB Cardmember Service										
04/20/2015		474.30	0.00	05/05/2015	Water maintenance		-		No	0000
601-494-9400-42270	Utility System Maintenance									
04/20/2015		250.00	0.00	05/05/2015	Trees		-		No	0000
101-450-5200-42250	Landscaping Materials									
04/20/2015		191.75	0.00	05/05/2015	Parts		-		No	0000
101-430-3100-42400	Small Tools & Minor Equipment									
04/20/2015		53.51	0.00	05/05/2015	Holiday		-		No	0000
101-420-2220-44300	Miscellaneous									
04/20/2015		6.21	0.00	05/05/2015	Supplies		-		No	0000
101-420-2220-44040	Repairs/Maint Eqpt									
04/20/2015		417.75	0.00	05/05/2015	Rehab supplies		-		No	0000
101-420-2220-44300	Miscellaneous									
04/20/2015		40.00	0.00	05/05/2015	MSFCB renewals		-		No	0000
101-420-2220-44370	Conferences & Training									
04/20/2015		48.52	0.00	05/05/2015	Pager cleaning supplies		-		No	0000
101-420-2220-43230	Radio									
04/20/2015		28.99	0.00	05/05/2015	WSJ		-		No	0000
101-410-1320-44330	Dues & Subscriptions									
04/20/2015		71.70	0.00	05/05/2015	Fuel		-		No	0000
101-420-2400-42120	Fuel, Oil and Fluids									
04/20/2015		228.68	0.00	05/05/2015	Vehicle maintenance		-		No	0000
101-420-2400-44040	Repairs/Maint Eqpt									
04/20/2015		16.02	0.00	05/05/2015	Audible		-		No	0000
101-410-1320-43210	Telephone									
04/20/2015		220.06	0.00	05/05/2015	Water		-		No	0000
101-410-1940-44300	Miscellaneous									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
101-410-1320-44370	04/20/2015	410.00	0.00	05/05/2015	Conference - Adam		-	No		0000
101-410-1320-44370	Conferences & Training									
101-410-1320-44370	04/20/2015	306.00	0.00	05/05/2015	Conference - Adam & Beckie		-	No		0000
101-410-1320-44370	Conferences & Training									
101-410-1940-44010	04/20/2015	48.92	0.00	05/05/2015	City Hall repairs		-	No		0000
101-410-1940-44010	Repairs/Maint Contractual Bldg									
101-410-1320-44300	04/20/2015	41.70	0.00	05/05/2015	Meals		-	No		0000
101-410-1320-44300	Miscellaneous									
101-410-1110-44300	04/20/2015	34.26	0.00	05/05/2015	Speaker cables		-	No		0000
101-410-1110-44300	Miscellaneous									
101-410-1320-42000	04/20/2015	3.63	0.00	05/05/2015	Pen refills		-	No		0000
101-410-1320-42000	Office Supplies									
101-450-5200-42000	04/20/2015	113.02	0.00	05/05/2015	Binders - parks		-	No		0000
101-450-5200-42000	Office Supplies									
101-410-1520-44300	04/20/2015	35.47	0.00	05/05/2015	interest		-	No		0000
101-410-1520-44300	Miscellaneous									
Total:		3,040.49								
CARDMEMB	Total:	3,040.49								
CENTURYL CenturyLink										
206-450-5300-43210	04/19/2015	128.20	0.00	05/05/2015	Phone - Library		-	No		0000
206-450-5300-43210	Telephone									
206-450-5300-43250	04/19/2015	44.93	0.00	05/05/2015	Internet - Library		-	No		0000
206-450-5300-43250	Internet									
Total:		173.13								
CENTURYL	Total:	173.13								
CTYOAKDA City of Oakdale										
201504224676	04/22/2015	104.00	0.00	05/05/2015	CV-2 Oil change		-	No		0000
101-420-2220-44040	Repairs/Maint Eqpt									
201504224676	Total:	104.00								
CTYOAKDA	Total:	104.00								
DPCINDUS DPC Industries, Inc.										
827000506-15	04/10/2015	507.75	0.00	05/05/2015	Hydrofluoric Acid		-	No		0000
601-494-9400-42160	Chemicals									
827000506-15	Total:	507.75								
DPCINDUS	Total:	507.75								
FASTENAL Fastenal Company										
MNOAK9653	04/13/2015	24.82	0.00	05/05/2015	Parts		-	No		0000
101-430-3100-42150	Shop Materials									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
MNOAK9653 Total:		24.82								
FASTENAL Total:		24.82								
FILTER Filter Recycling Services										
Adj2633	04/22/2015	230.00	0.00	05/05/2015	Recycle used filters/oil		-	No		0000
101-430-3100-44010	Repairs/Maint Bldg									
Adj2633 Total:		230.00								
FILTER Total:		230.00								
FOCUS Focus Engineering, Inc.										
1861-1865	04/25/2015	668.45	0.00	05/05/2015	Building		-	No		0000
101-420-2400-43030	Engineering									
1861-1865	04/25/2015	180.00	0.00	05/05/2015	PW		-	No		0000
101-430-3100-43030	Engineering Services									
1861-1865	04/25/2015	3,588.60	0.00	05/05/2015	General		-	No		0000
101-410-1930-43030	Engineering Services									
1861-1865	04/25/2015	2,418.00	0.00	05/05/2015	Planning		-	No		0000
101-410-1910-43030	Engineering Services									
1861-1865	04/25/2015	706.25	0.00	05/05/2015	ROW		-	No		0000
101-430-3100-43030	Engineering Services									
1861-1865 Total:		7,561.30								
1866	04/25/2015	694.75	0.00	05/05/2015	Water		-	No		0000
601-494-9400-43030	Engineering Services									
1866	04/25/2015	130.00	0.00	05/05/2015	Sewer		-	No		0000
602-495-9450-43030	Engineering Services									
1866	04/25/2015	1,456.25	0.00	05/05/2015	Surface Water		-	No		0000
603-496-9500-43030	Engineering Services									
1866 Total:		2,281.00								
1867	04/25/2015	525.25	0.00	05/05/2015	2015.113 Transportation & Traffic		-	No		0000
409-480-8000-43030	Engineering Services									
1867	04/25/2015	721.40	0.00	05/05/2015	2015.115 Street Maintenance		-	No		0000
409-480-8000-43030	Engineering Services									
1867 Total:		1,246.65								
1868	04/25/2015	225.75	0.00	05/05/2015	2013.125 Production Well 4		-	No		0000
601-494-9400-43030	Engineering Services									
1868 Total:		225.75								
1869	04/25/2015	40.00	0.00	05/05/2015	2013.126 Section 34 Water		-	No		0000
601-494-9400-43030	Engineering Services									
1869	04/25/2015	60.00	0.00	05/05/2015	2013.126 Section 34 Sewer		-	No		0000
602-495-9450-43030	Engineering Services									
1869 Total:		100.00								
1870	04/25/2015	88.50	0.00	05/05/2015	2013.127 CSAH 15		-	No		0000
602-495-9450-43030	Engineering Services									
1870 Total:		88.50								

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
1871	04/25/2015	1,667.53	0.00	05/05/2015	2013.133 LE Ave Trunk Watermain		-	No		0000
601-494-9400-43030	Engineering Services									
1871 Total:		1,667.53								
1872	04/25/2015	8,736.30	0.00	05/05/2015	2013.134 LE Ave Corridor		-	No		0000
409-480-8000-43030	Engineering Services									
1872 Total:		8,736.30								
1873	04/25/2015	435.75	0.00	05/05/2015	2013.135 2014 Street Improve		-	No		0000
409-480-8000-43030	Engineering Services									
1873 Total:		435.75								
1874	04/25/2015	1,085.00	0.00	05/05/2015	2014.129 Inwood Booster		-	No		0000
601-494-9400-43030	Engineering Services									
1874 Total:		1,085.00								
1875	04/25/2015	2,518.75	0.00	05/05/2015	2014.131 39th St		-	No		0000
409-480-8000-43030	Engineering Services									
1875 Total:		2,518.75								
1876	04/25/2015	666.25	0.00	05/05/2015	2014.135 Beehive Asset		-	No		0000
409-480-8000-43030	Engineering Services									
1876 Total:		666.25								
1877	04/25/2015	133.50	0.00	05/05/2015	2014.140 Jane Road 201		-	No		0000
602-495-9450-43030	Engineering Services									
1877 Total:		133.50								
1878	04/25/2015	1,741.43	0.00	05/05/2015	2014.117 2015 Seal Coat		-	No		0000
409-480-8000-43030	Engineering Services									
1878 Total:		1,741.43								
1879	04/25/2015	1,106.50	0.00	05/05/2015	2015.118 2015 Crack Seal Coat		-	No		0000
409-480-8000-43030	Engineering Services									
1879 Total:		1,106.50								
1880	04/25/2015	3,557.00	0.00	05/05/2015	2015.120 Eagle Point Blvd Street		-	No		0000
409-480-8000-43030	Engineering Services									
1880 Total:		3,557.00								
1881	04/25/2015	59.00	0.00	05/05/2015	2015.125 CSAH 13 - Ideal Ave		-	No		0000
409-480-8000-43030	Engineering Services									
1881 Total:		59.00								
1882	04/25/2015	1,438.05	0.00	05/05/2015	2012.130 Lennar		-	No		0000
803-000-0000-22910	Developer Payments									
1882 Total:		1,438.05								
1883	04/25/2015	4,642.90	0.00	05/05/2015	2013.128 Boulder Ponds		-	No		0000
803-000-0000-22910	Developer Payments									
1883 Total:		4,642.90								
1884	04/25/2015	209.50	0.00	05/05/2015	2013.129 Hammes		-	No		0000
803-000-0000-22910	Developer Payments									
1884 Total:		209.50								
1885	04/25/2015	330.95	0.00	05/05/2015	2013.130 Hunters Crossing		-	No		0000
803-000-0000-22910	Developer Payments									
1885 Total:		330.95								

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
1886	04/25/2015	974.50	0.00	05/05/2015	2014.124 Wildflower		-	No		0000
803-000-0000-22910	Developer Payments									
	1886 Total:	974.50								
1887	04/25/2015	1,679.60	0.00	05/05/2015	2014.125 Village Preserve		-	No		0000
803-000-0000-22910	Developer Payments									
	1887 Total:	1,679.60								
1888	04/25/2015	3,425.50	0.00	05/05/2015	2014.126 Easton Village		-	No		0000
803-000-0000-22910	Developer Payments									
	1888 Total:	3,425.50								
1889	04/25/2015	8,754.15	0.00	05/05/2015	2014.138 Savonna 2nd addition		-	No		0000
803-000-0000-22910	Developer Payments									
	1889 Total:	8,754.15								
1890	04/25/2015	5,181.10	0.00	05/05/2015	2014.139 Hans Hagen		-	No		0000
803-000-0000-22910	Developer Payments									
	1890 Total:	5,181.10								
1891	04/25/2015	2,422.75	0.00	05/05/2015	2015.123 Hunters Crossing - 2nd		-	No		0000
803-000-0000-22910	Developer Payments									
	1891 Total:	2,422.75								
1892	04/25/2015	1,058.25	0.00	05/05/2015	2015.124 Lennar - 3rd		-	No		0000
803-000-0000-22910	Developer Payments									
	1892 Total:	1,058.25								
	FOCUS Total:	63,327.46								
GKSERVIC G&K Services										
1182863880	04/22/2015	38.14	0.00	05/05/2015	Uniforms		-	No		0000
101-430-3100-44170	Uniforms									
	1182863880 Total:	38.14								
	GKSERVIC Total:	38.14								
GREATAM Great America Financial										
16845927	04/15/2015	831.43	0.00	05/05/2015	Copier Maintenance		-	No		0000
101-410-1940-44040	Repairs/Maint Contractual Eqpt									
	16845927 Total:	831.43								
	GREATAM Total:	831.43								
HAGBERGS Hagbergs Country Market										
828525	04/07/2015	7.90	0.00	05/05/2015	Yellow Dye		-	No		0000
602-495-9450-42270	Utility System Maint Supplies									
	828525 Total:	7.90								
	HAGBERGS Total:	7.90								

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
HOLIDAYC Holiday Credit Office 04/15/2015										
101-420-2220-42120	Fuel, Oil and Fluids	276.09	0.00	05/05/2015	Fuel		-	No		0000
	Total:	276.09								
	HOLIDAYC Total:	276.09								
HYDRO Hydromethods 04/10/2015										
201504511	Developer Payments	990.00	0.00	05/05/2015	Boulder Ponds Stormwater Review		-	No		0000
803-000-0000-22910	201504511 Total:	990.00								
	HYDRO Total:	990.00								
INNOVAT Innovative Office Solutions 04/10/2015										
01QX4832	Office Supplies	192.84	0.00	05/05/2015	Toner		-	No		0000
101-420-2220-42000	04/10/2015	383.32	0.00	05/05/2015	Paper		-	No		0000
01QX4832	Office Supplies	576.16	0.00	05/05/2015	Binder tabs		-	No		0000
101-410-1320-42000	01QX4832 Total:	46.92								
01QX6467	04/15/2015	46.92								
101-450-5200-42000	Office Supplies	623.08								
	01QX6467 Total:									
	INNOVAT Total:									
kathfuel Kath Fuel Oil Service Co 04/16/2015										
506884	Fuel, Oil and Fluids	751.57	0.00	05/05/2015	Fuel		-	No		0000
101-430-3100-42120	506884 Total:	751.57								
506885	04/16/2015	924.76	0.00	05/05/2015	Fuel		-	No		0000
101-430-3100-42120	Fuel, Oil and Fluids	924.76	0.00	05/05/2015	Fuel		-	No		0000
506886	04/16/2015	924.76								
101-430-3100-42120	506885 Total:	924.76								
	Fuel, Oil and Fluids	2,601.09								
	506886 Total:									
	kathfuel Total:									
LTG PWR L.T.G. Power Equipment 04/22/2015										
188357	Equipment Parts	65.89	0.00	05/05/2015	Misc Parts		-	No		0000
101-450-5200-42210	188357 Total:	65.89								
	LTG PWR Total:	65.89								

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
McPhillips Mike McPhillips Inc 44226 04/21/2015 603-496-9500-44010 Street Sweeping 44226 Total: McPhillips Total:		10,438.00 10,438.00 10,438.00	0.00	05/05/2015	Street Sweeping		-	No		0000
MENARDSO Menards - Oakdale 73583 04/14/2015 101-430-3120-42240 Street Maintenance Materials 73583 Total: MENARDSO Total:		93.50 93.50 93.50	0.00	05/05/2015	Maintenance supplies		-	No		0000
MES Municipal Emergency Svs. Inc. 00622637 SNV 03/23/2015 101-420-2220-42400 Small Tools & Equipment 00622637 SNV Total: MES Total:		532.58 532.58 532.58	0.00	05/05/2015	Firefighting Gloves		-	No		0000
MILLEREX Miller Excavating, Inc. 19267 04/17/2015 601-494-9400-42270 Utility System Maintenance 19267 Total: MILLEREX Total:		3,972.56 3,972.56 3,972.56	0.00	05/05/2015	Water main break patches		-	No		0000
MNFIRECH MN State Fire Chiefs Assn 1014 04/17/2015 410-480-8000-45500 Vehicles 1014 Total: MNFIRECH Total:		85.00 85.00 85.00	0.00	05/05/2015	3 month ad for sale of Tahoe		-	No		0000
OAKDRC Oakdale Rental Center 101270 04/17/2015 101-430-3100-44010 Repairs/Maint Bldg 101270 Total: OAKDRC Total:		214.00 214.00 214.00	0.00	05/05/2015	Concrete mixer		-	No		0000
PINKY Pinky's Sewer Service, Inc. 72978 04/15/2015 206-450-5300-44010 Repairs/Maint Bldg 72978 Total:		100.00 100.00	0.00	05/05/2015	Pump two tanks		-	No		0000

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
	PINKY Total:	100.00								
PRAIRIE Prairie Restorations, Inc.	04/13/2015	80.00	0.00	05/05/2015	Refund burn permit 1295 Neal Ave		-	No		0000
101-000-0000-32260 Burning Permit		80.00								
Total:		80.00								
PRAIRIE Total:		80.00								
RCM RCM Specialties, Inc	04/22/2015	356.13	0.00	05/05/2015	Emulsion		-	No		0000
4822		356.13								
101-430-3120-42240 Street Maintenance Materials		356.13								
4822 Total:		356.13								
RCM Total:		356.13								
ROLLINGS Rollings Andrew	04/21/2015	421.50	0.00	05/05/2015	Abatement Refund		-	No		0000
Special Assess		421.50								
321-000-0000-12300 Special Assmts Rec - Deferred		421.50								
Special Assess Total:		421.50								
ROLLINGS Total:		421.50								
SAFEFAST Safe-Fast, Inc.	04/15/2015	67.50	0.00	05/05/2015	Gloves		-	No		0000
INV151924		67.50								
101-430-3100-42150 Shop Materials		67.50								
INV151924 Total:		67.50								
SAFEFAST Total:		67.50								
SELECTAC SelectAccount	04/08/2015	6.33	0.00	05/05/2015	Participant fee 4/01-4/30/15		-	No		0000
1094798		6.33								
101-410-1520-43150 Contract Services		6.33								
1094798 Total:		6.33								
SELECTAC Total:		6.33								
SPRINT Sprint	04/18/2015	59.19	0.00	05/05/2015	Admin		-	No		0000
761950227-144		59.19								
101-410-1940-43210 Telephone		221.76	0.00	05/05/2015	Fire		-	No		0000
761950227-144		221.76								
101-420-2220-43210 Telephone		43.61	0.00	05/05/2015	Building		-	No		0000
761950227-144		43.61								
101-420-2400-43210 Telephone										

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO Line #
761950227-144	04/18/2015	85.37	0.00	05/05/2015	PW		-	No		0000
101-430-3100-43210	Telephone									
761950227-144	04/18/2015	85.31	0.00	05/05/2015	Parks		-	No		0000
101-450-5200-43210	Telephone									
761950227-144	04/18/2015	55.82	0.00	05/05/2015	Taxpayer Services		-	No		0000
101-410-1450-43210	Telephone									
761950227-144	04/18/2015	14.42	0.00	05/05/2015	Planning		-	No		0000
101-410-1910-43210	Telephone									
761950227-144	Total:	565.48								
SPRINT	Total:	565.48								
TKDA TKDA, Inc.										
002015000980	04/10/2015	596.09	0.00	05/05/2015	2013.133 Lake Elmo Ave Trunk		-	No		0000
601-494-9400-43030	Engineering Services				Watermain					
002015000980	Total:	596.09								
TKDA	Total:	596.09								
TMOBILE T Mobile										
04/11/2015		21.34	0.00	05/05/2015	SCADA line		-	No		0000
601-494-9400-43210	Telephone									
Total:		21.34								
TMOBILE	Total:	21.34								
VERIZON Verizon Wireless										
9743812362	04/10/2015	68.89	0.00	05/05/2015	Wireless - fire tablets		-	No		0000
101-420-2220-43210	Telephone									
9743812362	Total:	68.89								
VERIZON	Total:	68.89								
WASHCONS Washington Conservation Dist.										
3152	04/22/2015	556.25	0.00	05/05/2015	1st of 4 quarterly billing Shared Educat		-	No		0000
603-496-9500-44370	Conferences & Training									
3152	Total:	556.25								
Tree order	04/20/2015	149.40	0.00	05/05/2015	Tree order		-	No		0000
404-480-8000-45300	Improvements Other Than Bldgs									
Tree order	Total:	149.40								
WASHCONS	Total:	705.65								
Whiteami White Anita										
CC 4/21/15	04/21/2015	55.00	0.00	05/05/2015	Cable operations		-	No		0000
101-410-1450-43620	Cable Operations									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
CC 4/21/15	04/21/2015	25.00	0.00	05/05/2015	Bonus		-		No	0000
101-410-1450-43620	Cable Operations									
	CC 4/21/15 Total:	80.00								
CCW	04/14/2015	55.00	0.00	05/05/2015	Cable Operations		-		No	0000
101-410-1450-43620	Cable Operations									
CCW	04/14/2015	25.00	0.00	05/05/2015	Bonus		-		No	0000
101-410-1450-43620	Cable Operations									
	CCW Total:	80.00								
	Whiteani Total:	160.00								
XCEL Xcel Energy										
	05/08/2015	72.11	0.00	05/05/2015	Electrical Services		-		No	0000
101-410-1940-43810	Electric Utility									
	Total:	72.11								
	XCEL Total:	72.11								
	Report Total:	97,949.61								

Accounts Payable To Be Paid Proof List

User: PattyB
Printed: 04/28/2015 - 5:09 PM
Batch: 013-04-2015

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
DELTA Delta Dental Of Minnesota 5967756 101-000-0000-21706 Medical Insurance 5967756 Total: DELTA Total:	04/15/2015	1,724.60 1,724.60 1,724.60	0.00	05/05/2015	May Premium		-	No		0000
LEASSOC Lake Elmo Associates, LLP May -15 101-410-1940-44120 Rentals - Building May -15 Total: LEASSOC Total:	05/01/2015	2,461.00 2,461.00 2,461.00	0.00	05/05/2015	May Rent		-	No		0000
NCPERS 566200-NCPERS Minnesota 5662415 101-000-0000-21708 Other Benefits 5662415 Total: NCPERS Total:	04/23/2015	160.00 160.00 160.00	0.00	05/05/2015	May Premium		-	No		0000
RABOUIN RABOUIN, INC 05/01/2015 101-410-1320-43100 Assessing Services Total: RABOUIN Total:	05/01/2015	2,500.00 2,500.00 2,500.00	0.00	05/05/2015	May Monthly Installment		-	No		0000
WASHPRTA Washington County 05/01/2015 206-450-5300-45200 Buildings 04/28/2015 803-000-0000-22910 Developer Payments 05/01/2015 803-000-0000-22910 Developer Payments	05/01/2015	1,167.00 18.00 18.00	0.00 0.00 0.00	05/05/2015 05/05/2015 05/05/2015	Property Tax - 3537 Lake Elmo Avenue Property Tax - Savonna Lot G Property Tax - Savonna Lot D		- - -	No No No		0000 0000 0000

Invoice # Inv Date Amount Quantity Pmt Date Description Reference Task Type PO # Close POLine #

Total: 1,203.00
WASHPRTA Total: 1,203.00

Report Total: 8,048.60



MAYOR & COUNCIL COMMUNICATION

DATE: May 5, 2015
CONSENT
ITEM# 3

AGENDA ITEM: Zoning Text Amendment – Freeway Signs for I-94

SUBMITTED BY: Nick M. Johnson, City Planner

THROUGH: Dean Zuleger, City Administrator

REVIEWED BY: Planning Commission
Kyle Klatt, Community Development Director

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

- 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: Planning Commission

FISCAL IMPACT: None – The City’s review of the requested Zoning Text Amendment is reimbursed through the submitted application fee.

SUMMARY AND ACTION REQUESTED: The City has received a request from Rihm Kenworth, 11530 Hudson Blvd. N., Lake Elmo, MN, to amend the City’s Sign Ordinance to allow freeway signs for commercial properties adjacent to I-94 up to 25 feet in height and 250 square feet in area. After reviewing the request and conducting research, the Planning Commission and Staff are recommending approval of an amendment to the Sign Ordinance to allow freestanding and pylon signs only on commercial properties within 150 feet of Interstate Highway 94 right-of-way. The maximum recommended height is 25 feet, with the maximum recommended surface area is 150 square feet. Should the item be removed from the Consent Agenda, the motion to take the recommended action on the request is as follows:

“Move to adopt Ordinance 08-119, amending the Sign Ordinance to allow freeway signs only for commercial properties within close proximity to I-94.”

In addition, Staff is recommending that the City Council authorize summary publication of the approved ordinance through the following motion:

“Move to adopt Resolution No. 2015-29, authorizing summary publication of Ordinance 08-119.”

BACKGROUND INFORMATION/STAFF REPORT:

Rihm Kenworth recently began business operations in Lake Elmo in the beginning of 2015 just west of Manning Ave. N. on Hudson Boulevard. In January of 2015, Mr. Dan Dunn of Rihm Kenworth contacted City staff to inquire about the possibility of installing a business identification sign that would be visible from Interstate 94. City staff explained that under the current signage provisions, the maximum size for a ground sign at the applicant's location would be 10 feet in height and 72 square feet in area. In addition, pylon and freestanding signs are not listed as a permitted sign type in the City's signage regulations. At this point, Rihm Kenworth inquired about the process to amend the City's signage regulations, wherein staff assisted in explaining the correct procedure. Rihm Kenworth ultimately submitted a zoning text amendment requesting that freeway signs be allowed for commercial properties adjacent to I-94. In addition, they requested these signs be allowed up to 25 feet in height and 250 square feet in area. The request was heard by the Planning Commission at a public hearing on April 13, 2015.

In researching the request to allow freeway signs, planning staff conducted research of multiple other communities in the Twin Cities Metro Area. The results of this research can be found in Attachment #7. In addition, staff also researched the previous Lake Elmo Sign Ordinance (Attachment #8) to see if these sign types were previously allowed. The previous Lake Elmo signage regulations did allow freestanding signs in the I-94 Sign District. These signs were allowed to be 30 feet tall and up to 150 square feet in surface area. In 2013, the City adopted new signage regulations as part of numerous updates to the City's Zoning Code. These updates were made to prepare the City for sewer growth and development. The new signage regulations did not list pylon or freestanding signs as a permitted sign type. Given Lake Elmo strategic location on the I-94 Corridor, a heavily travelled corridor, it is not surprising that commercial businesses are seeking greater visibility through pylon signage. It should be noted that staff has received multiple inquiries regarding these sign types in the I-94 Corridor. Rihm Kenworth is the first inquirer to take the formal step to request amendment of the City's signage regulations. Staff anticipates that as the I-94 Corridor develops commercially, there will be more and more requests of this nature. Staff recommends allowing freestanding or pylon signs only for properties within close proximity to the corridor. In addition, staff recommended a smaller size allowance than what was requested by Rihm Kenworth (150 sq. ft. vs. 250 sq. ft.). In the judgment of staff, providing some allowance for this sign type with some size restrictions represents a balanced approach. Should the City desire to attract more commercial development in the I-94 Corridor, signage visible to the nearby highway is a desired feature for some business types.

PLANNING COMMISSION REPORT:

The Planning Commission reviewed the applicant's request at a public hearing on April 13, 2015. No one spoke during the public hearing and no written correspondence was received. During the meeting, the Planning Commission discussed the appropriate height and size of signage visible to I-94. In addition, the Planning Commission agreed that if these sign types are allowed, some base level of design standards was appropriate. The Planning Commission directed staff to research other communities about design standards for freeway signs. The information gathered by staff can be found in Attachment #9. The majority of the standards related to building materials and pylon or pole covers. Based on the research, staff proposed a section relating to design standards requiring that the sign and pylon covers be constructed out of attractive materials that are consistent with the principal building. The Planning Commission reviewed the updated ordinance on April 27, 2015. The Planning Commission unanimously recommended approval of the zoning text amendment to allow freeway signs for commercial properties in close proximity to I-94 (Vote: 5-0).

STRENGTHS, WEAKNESSES, OPPORTUNITIES, THREATS:

Strengths: In the judgment of the Planning Commission and staff, some allowance for pylon or freestanding signs in this area is reasonable. An allowed height of 25 feet and surface area of 150 square feet is not too large to create a visual nuisance, but large enough to allow for visibility. The size proportions are in keeping with surrounding communities, as well as the previous 2009 Lake Elmo Sign Ordinance.

Weaknesses: In the view of some observers, pylon or freestanding signs are not an attractive sign type when compared to other signs. However, these are the only sign types that allow for reasonable visibility for an interstate highway due to distance and travel speed. The Planning Commission did direct the staff to include design standards, supporting pylon covers to promote attractive signs for the I-94 commercial area.

Opportunities: Signage that allows for visibility for to I-94 may be an important consideration for a business to locate in Lake Elmo, depending on the business type. Modest allowances for these sign types may aid the City in recruiting additional commercial development in the I-94 Corridor.

Threats: The City has emphasized a desire to attract additional commercial development to Lake Elmo as of late to balance out the ratio of residential to commercial properties in the community. While it difficult to draw concrete conclusions on the impact of not allowing signage that is visible to I-94, it is possible that reduced amounts of signage will reduce certain types of businesses locating in Lake Elmo.

RECOMMENDATION:

Based on the aforementioned, the Planning Commission and staff are recommending that the City Council approve the proposed amendment to the Sign Ordinance to allow for freestanding or pylon signs on commercial properties within 150 feet of Interstate 94. The maximum

recommended height for the freestanding signs is 25 feet, while the maximum recommended surface area is 150 square feet. Should the item be removed from the Consent Agenda, the motion to take the recommended action on the request is as follows:

“Move to adopt Ordinance 08-119, amending the Sign Ordinance to allow freeway signs only for commercial properties within close proximity to I-94.”

In addition, Staff is recommending that the City Council authorize summary publication of the approved ordinance through the following motion:

“Move to adopt Resolution No. 2015-29, authorizing summary publication of Ordinance 08-119.”

ATTACHMENTS:

1. Ordinance 08-119
2. Resolution No. 2015-29
3. Excerpt from Lake Elmo Sign Ordinance w/Proposed Changes
4. Staff Report to the Planning Commission, dated 4-13-15
5. Staff Report to the Planning Commission, dated 4-27-15
6. Land Use Application Form, Narrative, and Supporting Materials
7. Freeway Signs Comparison Chart
8. Excerpt from Lake Elmo 2009 Sign Ordinance – I-94 Sign District
9. Design Standards Comparison Chart

CITY OF LAKE ELMO
COUNTY OF WASHINGTON
STATE OF MINNESOTA

ORDINANCE NO. 08-119

AN ORDINANCE AMENDING THE LAKE ELMO ZONING CODE BY AMENDING THE SIGN
ORDINANCE BY MAKING PYLON AND FREESTANDING SIGNS A PERMITTED USE WITHIN
COMMERCIAL DISTRICTS IN CLOSE PROXIMITY TO INTERSTATE HIGHWAY 94

SECTION 1. The City Council of the City of Lake Elmo hereby amends Title XV: Land
Usage; Chapter 154: Zoning Code; Section 212; Subsection B to add the following:

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

Freeway Sign. A pole or freestanding sign adjacent to Interstate 94. To be a permitted freeway sign, the sign must be located within one-hundred and fifty (150) linear feet of the freeway right-of-way. A single sign structure having two identical or nearly identical faces back to back shall constitute a single sign.

SECTION 2. The City Council of the City of Lake Elmo hereby amends Title XV: Land
Usage; Chapter 154: Zoning Code; Section 212; Subsection G to add the following:

- G. *Limitations According to the Type of Land Use.* Unless exempt under §154.212.K or as expressly provided elsewhere, no permanent or temporary signs shall be displayed except in conformity with the following regulations as they correspond to the type of land use and districts in which the sign is to be displayed.

3. Commercial, Mixed-Use and Industrial Districts

- a. Ground Signs
- b. Directory Signs
- c. Awning and Canopy Signs
- d. Wall Signs
- e. Projecting Signs
- f. Hanging Signs
- g. Window Signs
- h. Directional and Informational Signs
- i. Corporate Flags and Decorative Banners
- j. Temporary Signs
- k. I-94 Freeway Signs

SECTION 3. The City Council of the City of Lake Elmo hereby amends Title XV: Land
Usage; Chapter 154: Zoning Code; Section 212; Subsection H to add the following:

H. *Regulations Pertaining to Specific Sign Type.* Except as expressly provided elsewhere, signs shall meet the following regulations according to sign type:

3. Freeway Signs

- a. Number. Properties that are adjacent to Interstate 94 may have one (1) freeway sign in addition to the permitted number of ground signs on the property.
- b. Location. Freeway signs are only permitted within one-hundred and fifty (150) linear feet of the freeway right-of-way. Freeway signs shall be placed with consideration for visibility, access, maintenance, and safety, consistent with the provisions of Section 154.212.F.2. A freeway sign shall be located no closer than 100 feet of another freeway sign or the furthest distance possible from another freeway sign. No freeway sign may be located closer than 5 feet to a property line, roadway easement, or other public easement.
- c. Height. The maximum height for all freeway signs is twenty-five (25) feet.
- d. Surface Area. No freeway sign shall exceed one-hundred and fifty (150) square feet in size.
- e. Design Standards. Signs shall be constructed of similar materials, style, and color as that of the principle building. Pylon signs must have a pole cover or pylon cover. The pole or pylon cover must be constructed of similar materials and have a similar appearance as the principal building.

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

SECTION 5. Adoption Date. This Ordinance 08-119 was adopted on this fifth day of May 2015, by a vote of ___ Ayes and ___ Nays.

LAKE ELMO CITY COUNCIL

Mike Pearson, Mayor

ATTEST:

Adam Bell, City Clerk

This Ordinance 08-119 was published on the ____ day of _____, 2015.

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

RESOLUTION NO. 2015-29

**RESOLUTION AUTHORIZING PUBLICATION OF ORDINANCE 08-119 BY TITLE
AND SUMMARY**

WHEREAS, the City Council of the City of Lake Elmo has adopted Ordinance No. 08-119, an ordinance to the City's regulations pertaining to Signage Regulations; 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. 08-119 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. 08-119, which adds provisions to the City Code pertaining to freestanding and pylon signs adjacent to Interstate 94. The revised ordinance adds the following revisions from the previous ordinance:

- The definition of freeway signs is added to the definition section of the Sign Ordinance.
- Freeway signs are a permitted use for commercial districts within 150 feet of Interstate 94.
- Freeway signs are allowed to be a maximum of 25 feet in height and 150 square feet in area.
- All permitted freeway signs must include pylon or pole covers that are constructed of similar materials and match the appearance of the principal building.

The full text of Ordinance No. 08-119 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: May 5, 2015.

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.

Article 5 - General Regulations

§154.212 Sign Regulations

§154.212 Sign Regulations

- A. *Purpose and Intent.* The purpose of this Ordinance is to provide standards to safeguard life, health, and property and to promote the public welfare by regulating the design, area, number, construction, location, and installation of all signs referred to hereunder. The City Council and Planning Commission of the City of Lake Elmo find that the visual environment has an effect on the welfare of the citizens of Lake Elmo and that careful control of signage can protect and enhance the community. To carry out this general purpose, the regulations set forth herein are intended to:
1. Protect the public from hazards that result from signs which are structurally unsafe, obscure the vision of motorists and/or compete or conflict with necessary traffic signals and warning signs.
 2. Preserve the land value of private property by assuring the compatibility of signs with nearby land uses.
 3. Foster high quality commercial and industrial development and to enhance economic development of existing businesses and industries by promoting reasonable, orderly, attractive and effective sign that meet the need for business identification, advertising and communication.
 4. Encourage creative and well-designed signs that contribute in a positive way to the community's visual environment, express local character and help develop a distinctive image in the city. When appropriate, signage is encouraged to utilize design elements that are consistent with the Lake Elmo Branding and Theming Study.
 5. Recognize that signs are a necessary form of communication and provide flexibility within the sign review and approval process to allow for unique circumstances.
 6. Provide applicants with clear and consistent rules and regulations.
- B. *Definitions.* The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning:
- Abandoned Sign.* Any sign remaining in place which for a period of ninety (90) consecutive days or more no longer advertises or identifies an ongoing business, product, service, idea, or commercial activity located on the site or has not been properly maintained in accordance with the requirements of this Ordinance.
- Ancillary Sign.* A wall sign separate from and subordinate in area to the principal sign, identifying generic services, goods or departments in the building, such as pharmacy, optical, auto repair, or garden center, but not including the identification of brand names.
- Attention-Attracting Object.* Any streamer, pinwheel, pennant, flag, propeller, inflatable sign, statuary, tethered balloon, bunting, beacon, or other artificial device, figure, shape, color, sound, light or exhibit, whether live, animated, or still, that is intended to attract attention to the use or business being conducted on the site. Attention-attracting object does not include the flag of any governmental entity.
- Awning.* A roof-like cover consisting of fabric, plastic or structural protective cover that projects from the wall of a building which generally serves the purpose of shielding a doorway, entrance, window, or outdoor service area from the elements or to provide decorative distinction.

Banner. A suspended sign made of a flexible material such as canvas, sailcloth, plastic, paper, or fabric of any kind, and intended to be displayed on a temporary basis. A decorative banner is a banner containing no message or logo that is displayed for the purpose of adding color or interest to the surroundings or to the building to which it is attached. A flag or canopy shall not be considered a banner.

Beacon. A stationary or revolving light that flashes or projects illumination, single color or multicolored, in any manner that is intended to attract or divert attention.

Business Opening Sign. A temporary sign displayed prior or in addition to permitted permanent signs to promote the opening of a new business, a change of name or change of ownership.

Canopy. A detachable, roof-like cover, supported from the ground or deck, floor or walls of a structure, for protection from the sun or weather.

Changeable Copy Sign. A sign or portion thereof with characters, letters, or illustrations that can be changed or rearranged manually without altering the face or the surface of the sign and on which the message changes less than eight times a day and less than once per hour. A sign on which the only copy that changes is an electronic or mechanical indication of time or temperature shall not be considered a changeable copy sign.

Commercial Message. A message that directs attention to or acts as advertising for a business, commodity, product, service or form of entertainment or tends to encourage the occurrence of a commercial transaction related thereto.

Comprehensive Sign Plan. A complete signage plan for a building or lot that has been approved by the City.

Construction Sign. A sign identifying individuals or companies involved in design, construction, wrecking, financing, or development of a building or lot upon which the sign sits and/or identifying the future use of the building or lot upon which the sign sits.

Copy. Words, letters, numbers, figures, designs, or other symbolic representations incorporated into a sign.

Directional Sign, On-Premise. A sign without commercial message erected for the purpose of indicating the required or preferred direction of vehicular, bicycle, or pedestrian traffic on private property including, but not limited to "no parking," "entrance," "exit only," "loading only," and other similar signage.

Directional Sign, Off-Premise. Any sign without commercial message that is displayed for the purpose of informing people of or guiding people to a particular place for a specified event, including, but not limited to, an open house, garage sale, estate sale or other similar event.

Directly Illuminated Sign. Any sign designed to give any artificial light directly through any transparent or translucent material from a source of light originating within or on such sign.

Directory Sign. A sign which serves as a common or collective identification for a group of persons or businesses operating on the same lot. Such a sign commonly lists the tenants, occupants, floor plan, addresses or suite numbers of an office complex, shopping center or residential building complex.

Election Campaign Period. A period prior to a general election starting on August 1 until 10 days following the general election, or a period prior to a special election starting 13 weeks prior to the special election until 10 days following the special election.

Electronic Variable Message Sign. A changeable copy sign or portion thereof which can be electronically changed or rearranged without altering the face or the surface of the sign, not including signage or portions thereof displaying time and temperature.

Facade. Any separate face or surface of a building, including parapet walls, and roof surfaces or any part of a building which encloses or covers usable space. Where separate facades are oriented in the same direction, or where the inside angle at the intersection of two surfaces is greater than one-hundred and thirty-five (135) degrees, they are to be considered as part of a single facade.

Flag. A device generally made of flexible material, such as cloth, paper, or plastic, and displayed from a pole, cable or rope. It may or may not include copy.

Freeway Sign. A pole or freestanding sign adjacent to Interstate 94. To be a permitted freeway sign, the sign must be located within one-hundred and fifty (150) linear feet of the freeway right-of-way. A single sign structure having two identical or nearly identical faces back to back shall constitute a single sign.

Frontage. The boundary of a lot that abuts a public street.

Garage Sale Sign. A sign advertising the sale of personal property including estate sales, yard sales or rummage sales used to dispose of personal household possessions.

Government Sign. Any sign erected by the City of Lake Elmo or any other governmental entity in the exercise of official government business and authority.

Ground Sign. Any free-standing sign that is supported by structures or supports in or upon the ground and independent of support from any building. A single sign structure having two identical or nearly identical faces back to back shall constitute a single sign. For the purposes of this definition, a ground sign is intended to refer to a primary, permanent, ground-mounted sign, not a temporary sign or sign that is ancillary to the primary sign, such as a directional sign or portable sign.

Hanging Sign. A sign that is suspended from the underside of a surface and is supported by such surface.

Indirectly Illuminated Sign. A sign that is illuminated from a source outside of the actual sign.

Inflatable Sign. A freestanding or moored sign expanded or inflated with air or another gas, like a balloon, and which may rise and float above the ground.

Legal Non-Conforming Sign. Any sign which was lawfully erected and displayed on [City Clerk to insert effective date], but which does not conform to the requirements and limitations herein, or any sign which was lawfully erected and displayed on the effective date of any amendment to this Section, but which does not conform to such amendment.

Logo. A symbol or trademark commonly used to identify a business or organization.

Memorial Sign. A sign or tablet memorializing a person, event, place or structure.

Menu Sign. A permanent changeable copy sign associated with restaurants with drive-through windows, car washes, or other businesses with drive-up services which gives a detailed list of food or services available.

Monument Sign. A ground sign having a monolithic base or support structure of any material measuring no less than one-third (1/3) of the greatest width of the sign at any point.

Noncommercial Message. A message intended to direct attention to a political, social, community or public service issue or an idea, aim viewpoint, aspiration or purpose and not intended to produce any commercial benefit or tend to encourage a commercial transaction.

Off-Premise Sign. A sign which displays any message directing attention to a business, product, service, profession, commodity, activity, event, person, institution or any other commercial message, which is generally conducted, sold, manufactured, produced, offered or occurs elsewhere than on the lot where such sign is located.

On-Premise Sign. A sign which displays any message directing attention to a business, product, service, profession, commodity, activity, event, person, institution or any other commercial

ground or building-mounted sign for each additional frontage provided that such additional sign may not exceed 50% of the area allowed by the primary frontage and is oriented toward the additional frontage. For purposes of this code, the primary frontage shall be presumed to be the frontage upon which the main entrance to the building is located. The applicant, however, may identify a different frontage as the primary frontage to maximize the effectiveness of the signage.

11. *Resemblance to Traffic Signs.* No sign shall contain or resemble any sign resembling in size, shape, message, or color any traffic control devices compliant with the Minnesota State Manual on Uniform Traffic Control Devices.
- G. *Limitations According to the Type of Land Use.* Unless exempt under §154.212.K or as expressly provided elsewhere, no permanent or temporary signs shall be displayed except in conformity with the following regulations as they correspond to the type of land use and districts in which the sign is to be displayed.
 1. *Residential Uses in Residential Districts.*
 - a. In connection with legal home occupations, a single sign which is limited in content to the name, address and legal home occupation of the owner or occupant of the premises, and which does not exceed two (2) square feet in area. Signs under this paragraph shall be wall signs only.
 - b. A residential condominium or multi-family apartment complex may display signs identifying the name of the condominium or apartment complex if the total acreage of the lot is one (1) acre or more and the condominium or apartment includes eight (8) or more units. One (1) wall sign and one (1) ground sign per street frontage may be displayed, with a maximum of two (2) wall signs and two (2) ground signs per lot. No identification sign shall exceed thirty-two (32) square feet in area, and the maximum height is one (1) story or twelve (12) feet above curb level, whichever is lower. For purposes of this paragraph, the term "lot," when used in reference to a condominium means all property within a common interest community.
 - c. A subdivision identification sign not exceeding thirty-two (32) square feet in sign area as approved by the City.
 2. *Institutional Uses in Residential Districts.* Nonresidential uses located in residential districts, such as churches and schools, located in residential districts may erect signs as follows:
 - a. *Wall and Ground Signs*
 - i. *Area and Number:* One (1) wall sign and one (1) ground sign per street frontage may be displayed, identifying the entity, with a maximum of two (2) wall signs and two (2) ground signs per lot. Additional wall or ground signs for wayfinding purposes may be permitted when the size of the lot, number of vehicular or pedestrian entrances, and layout of the buildings require additional signs in order to promote traffic and pedestrian safety. Signs under this paragraph, whether displayed on a wall or on the ground, shall not exceed twelve (12) square feet in area, except such signs may be increased in area by one (1) square foot for each additional foot that the sign is set back more than twelve (12) feet from a lot line. No sign under this section shall exceed thirty-two (32) square feet in area.
 - ii. *Height.* No identification sign shall project higher than one story, or twelve (12) feet above curb level, whichever is lower.
 - b. *Temporary Signs*
 3. *Commercial, Mixed-Use and Industrial Districts*
 - a. *Ground Signs*

- b. Directory Signs
 - c. Awning and Canopy Signs
 - d. Wall Signs
 - e. Projecting Signs
 - f. Hanging Signs
 - g. Window Signs
 - h. Directional and Informational Signs
 - i. Corporate Flags and Decorative Banners
 - j. Temporary Signs
 - k. I-94 Freeway Signs
4. *Planned Development Districts*. No permanent sign shall be displayed except a sign authorized by the City and included in the Comprehensive Sign Plan pertaining to the site. Temporary signs are permitted for commercial, institutional or industrial uses unless prohibited by the Comprehensive Sign Plan.
 5. *Conservancies and Parks*. No sign shall be permitted except those installed by direction of the Public Works Director.
 6. *Agricultural Sales Businesses*. Signage related to agricultural sales business may be erected as follows:
 - a. *On-Premises Signs, Agricultural Sales Businesses*. One (1) or more on-premises signs may be erected on a property in conjunction with an operating agricultural sales business subject to the following requirements and restrictions:
 - i. Agricultural sales businesses utilizing less than 10 acres of land specifically for the growing of agricultural crops for the business are allowed 1 on-premises sign not to exceed thirty-two (32) gross square feet of advertising surface.
 - ii. Agricultural sales businesses utilizing more than 10 acres of land but less than 40 acres of land specifically for the growing of agricultural crops for the business are allowed up to two (2) on-premises signs not to exceed forty-eight (48) gross square feet of total advertising surface, with no individual sign surface exceeding thirty-two (32) square feet in size.
 - iii. Agricultural sales businesses utilizing more than 40 acres of land specifically for the growing of agricultural crops for the business are allowed up to three (3) on-premises signs not to exceed sixty-four (64) gross square feet of total advertising surface, with no individual sign surface exceeding thirty-two (32) square feet in size.
 - iv. Any illuminated sign shall be consistent with §154.212.F.7 and illuminated only during those hours when business is open to the public for conducting business.
 - b. *Temporary Off-Premises Signs, Agricultural Sales Businesses*. Independent of the total allowable sign area for an individual property anywhere within the city, a temporary off-premises sign may be erected on a property in conjunction with an operating agricultural sales business subject to the following requirements and restrictions:
 - i. *Maximum Number*. Every agricultural sales business shall have no more than three (3) off-premises signs at any given time to direct the public to the location of the business.
 - ii. *Time Frame of Use*. Temporary off-premises signs may be erected for 45-day time periods no more than 4 times in any given calendar year. The required temporary

sign permit shall stipulate the range of dates for each of the 4 allowable time periods in any given calendar year.

- iii. *Size and Height.* An off-site agricultural sales advertising sign shall not exceed 50 square feet in area and shall not be taller than 10 feet in height.
- iv. *Setbacks.* Off-premises signs shall be a minimum of 25 feet from all side property lines, and a minimum of 50 feet from other off-premises advertising signs.
- v. *Permission Required.* Applicants for off-premises signs shall acquire permission from the property owner upon whose land the sign is to be erected.

H. *Regulations Pertaining to Specific Sign Type.* Except as expressly provided elsewhere, signs shall meet the following regulations according to sign type:

1. Wall Signs

- a. *Number.* No building occupant shall display more than one (1) wall sign per street frontage except as provided below:
 - i. One additional wall sign may be displayed on a building with no front setback provided that such sign is a flat sign that is either painted upon the building or does not extend outward more than six (6) inches.
 - ii. Up to three (3) ancillary wall signs may be displayed on buildings measuring at least 100 feet in length along the front lot line. Any ancillary sign displayed under this paragraph shall not exceed 50% of the net area or 50% of the height of the largest permitted wall sign displayed on that façade, nor shall the aggregate area of the ancillary signs exceed 50% of the net area of such wall sign.
- b. *Surface Area.* The total permitted sign surface area of all wall signs on a façade shall not exceed one (1) square foot of signage for each lineal foot of building frontage that is coterminous with the occupancy to which the sign refers, unless a different amount allocated to the building occupant is identified in an approved Comprehensive Sign Plan pursuant to §154.212.I. In addition, no individual wall sign shall exceed one hundred (100) square feet in area.
- c. *Location.* Wall signs shall be mounted parallel to building walls and only on a portion of an exterior wall that is coterminous with the occupancy to which the sign refers, unless a different location is identified in an approved Comprehensive Sign Plan pursuant to §154.212.I. No wall sign shall extend above or beyond the wall to which it is attached.
- d. *Installation Requirements.* No wall sign shall cover or interrupt significant architectural elements such as columns, column caps, friezes, door or window heads, embellishments, adornments, fenestration, or ornamental detailing on any building. All mounting brackets and other hardware used to affix a sign to a wall as well as all electrical service hardware and equipment shall be concealed by architectural elements of the building or the sign itself.

2. Ground Signs

- a. *Number.* There shall be no more than one (1) ground sign for each street on which the lot has frontage, except one additional ground sign per lot frontage may be allowed for any lot frontage over one thousand (1,000) linear feet. On lots occupied by two (2) or more occupants, or where a second ground sign is permitted, three (3) or more occupants, a directory sign shall be used in lieu of multiple ground signs. No single business or building occupant shall be allowed signage on both an individual ground sign and a ground directory sign on the same street frontage. On premises having no principal building, there shall be no more than one (1) ground sign for the premises.
- b. *Surface Area.* No ground sign shall exceed the size listed in Table 5-3.

- c. *Type of Sign.* Any permanent ground sign shall be erected as a monument sign. Pole signs are prohibited unless the pole portion of the sign is enclosed in a shroud that causes the sign to appear to have a monolithic base or support structure of any material measuring no less than one-third (1/3) of the greatest width of the sign at any point or unless the height is no greater than three (3) feet. The base of the monument sign shall not exceed the width of the widest portion of the sign face by more than twenty-five percent (25%).
- d. *Location.* Ground signs shall be placed with consideration for visibility, access, maintenance, and safety, consistent with the provisions of Section 154.212.F.2. Ground signs shall be located beyond required setbacks a distance equal to or greater than the height of the sign. If this is not possible, ground signs shall be located as far from required setback lines as possible. In no case shall a ground sign, as defined in this Ordinance, extend beyond a lot line of a property. A ground sign larger than 6 sq. ft. shall be located no closer than 100 feet of another ground sign or the furthest distance possible from another ground sign, whichever distance is shorter.
- e. *Height*
 - i. The height of a ground sign shall be measured from the approved grade at the base of the sign or the elevation of the street upon which the sign faces, whichever is lower, to the top of the highest attached component of the sign.
 - ii. A ground sign shall be mounted on a base not to exceed four (4) feet in height.
 - iii. Allowable height of a ground sign shall be as set forth in Table 5-3.
 - iv. No ground sign shall be taller than the principal building on the premises to which it pertains.
- f. *Landscaping.* Perennial plantings, grass or other landscaping features shall be incorporated around the base of all ground signs.
- g. *Exempt or Special Purpose Ground Signs.* The location of and maximum height and surface area of any other exempt or special-purpose ground sign expressly authorized by another section of this ordinance, shall be as set forth in such other section.

Table 5-3 Ground Signs

Table 5-3 describes the zoning districts in which ground signs may be displayed, and the maximum height and area of the signs, as determined by the speed limit on the adjacent roadway. For ground signs on zoning lots with more than one street frontage, use the miles per hour on the street with the faster speed limit to determine the maximum height and area allowed.

Ground Signs				
Zoning District		A ^a , LDR, OP, RE, RS, RR ^a , RT ^a	MDR, HDR	BP, C, CC, GB, LC, VMX
No. of Total Traffic Lanes	Speed Limit (MPH)	Max Height/ Area (Sq. Ft.)	Max Height/ Area (Sq. Ft.)	Max Height/ Area (Sq. Ft.)
1-3	0-34	-	6' / 32	10' / 32
	35-44	-	6' / 32	10' / 50

	45+	-	6' / 32	10' / 72
4-5	0-34	-	6' / 32	10' / 40
	35-44	-	6' / 32	10' / 64
	45+	-	6' / 32	12' / 80

Notes to Table 5-3:

- a. Ground signs are only permitted in the A, RR and RT districts in conjunction with agricultural sales business.

3. Freeway Signs

- a. Number. Properties that are adjacent to Interstate 94 may have one (1) freeway sign in addition to the permitted number of ground signs on the property.
- b. Location. Freeway signs are only permitted within one-hundred and fifty (150) linear feet of the freeway right-of-way. Freeway signs shall be placed with consideration for visibility, access, maintenance, and safety, consistent with the provisions of Section 154.212.F.2. A freeway sign shall be located no closer than 100 feet of another freeway sign or the furthest distance possible from another freeway sign. No freeway sign may be located closer than 5 feet to a property line, roadway easement, or other public easement.
- c. Height. The maximum height for all freeway signs is twenty-five (25) feet.
- d. Surface Area. No freeway sign shall exceed one-hundred and fifty (150) square feet in size.
- e. Design Standards. Signs shall be constructed of similar materials, style, and color as that of the principle building. Pylon signs must have a pole cover or pylon cover. The pole or pylon cover must be constructed of similar materials and have a similar appearance as the principal building.

4. Window Signs

- a. Location: All window signs must be located inside an exterior window unless the sign is weatherproof and does not pose a danger from falling or being blown by the wind. Lettering or graphic elements that are directly mounted on a window shall not encroach upon the frame, mullions, or other supporting features of the glass.
- b. Permanent Signs. When a sign is painted on or otherwise attached or applied to the window area in a permanent manner, then such sign shall be included in the total allowable wall sign area for the building and shall not exceed twenty (20) percent of the total ground-floor window area of the building, excluding the door windows. All permanent window signs which have their lettering or graphic elements directly on the glazing shall be painted, metal leafed, vinyl transferred, or in some other manner permanently applied to the interior side of the glass of an exterior building window or door. No application using a temporary adhesive shall be permitted unless the Planning Director determines the application to be reasonably safe.
- c. Temporary Signs. Signs advertising sales and specials shall not exceed thirty (30) percent of the total ground-floor window area of any building, excluding the door windows. Such signs must be displayed in conformance with the temporary sign regulations listed in §154.212.J.



PLANNING COMMISSION
DATE: 4/13/15
AGENDA ITEM: 4B – PUBLIC HEARING
CASE # 2015-15

ITEM: Zoning Text Amendment – Pylon and Freestanding Signs

SUBMITTED BY: Nick Johnson, City Planner

REVIEWED BY: Kyle Klatt, Community Development Director
Casey Riley, Planning Intern
Adam Bell, City Clerk

SUMMARY AND ACTION REQUESTED:

The Planning Commission is being asked to hold a public hearing on a request submitted by Rihm Kenworth to amend the City's Sign Ordinance to allow pylon and freestanding signs with a maximum height of 25 feet and 250 sq/ft surface area for properties within all commercial zoning districts abutting Interstate 94. The current zoning districts with frontages along I-94 include Business Park (BP), Commercial (C), and Rural Transitional (RT). Staff is recommending that the Planning Commission recommend approval of a Zoning Text Amendment to allow freestanding signs with a maximum height of 25 feet and an area of 150 square feet on properties adjacent to interstate highways.

GENERAL INFORMATION

Applicant: Rihm Kenworth of Lake Elmo, 11530 Hudson Boulevard, Lake Elmo, MN 55042

Property Owners: EN Properties LLC, 11530 Hudson Boulevard, Lake Elmo, MN 55042

Location: N/A – Request would allow for pylon and freestanding signs with a maximum height of 25 feet and 250 square feet of surface area for commercial properties abutting Interstate 94.

Request: Rihm Kenworth of Lake Elmo is requesting to amend the City's Zoning Code to allow pylon and freestanding signs with a maximum height of 25 feet and 250 square feet of surface area in the Business Park (BP), Commercial (C), and Rural Transitional (RT) zoning districts for properties along I-94.

Existing Land Use: N/A

Existing Zoning: N/A

Surrounding Land Use: N/A

Surrounding Zoning: N/A

Comprehensive Plan: N/A

Proposed Zoning: N/A

History: In advance of sewer growth in Lake Elmo, a major update to the Zoning Code was completed in 2012. As part of this Zoning Code update, the previous signage regulations were replaced by the current Sign Ordinance. Prior to the adoption of the current Sign Ordinance, pylon and freestanding signs were allowed for certain parcels along I-94 with a maximum height of 30 feet and a maximum area of 150 square feet. Attachment #2 includes the previous signage regulations for the City of Lake Elmo. Page 9 of the previous signage regulations include the provisions for the I-94 District. The current Sign Regulations do not allow pylon and freestanding signs. The Code acknowledges that these signs exist and are defined in the “definition” section of the code. However, pylon and freestanding signs are not included in the current permitted signs for Commercial, Mixed-Use and Industrial. It should also be noted that in section L, *Prohibited Signs*, pylon and freestanding signs are not identified as a prohibited use.

Applicable Regulations: Sign Regulations (§154.212) in Current Zoning Code
Signs: I-94 District (§151.115) in Previous Zoning Code

REQUEST DETAILS

Rihm Kenworth has applied for a zoning text amendment to amend the City’s Zoning Code to allow pylon and freestanding signs as a permitted use in the Business Park (BP), Commercial (C), and Rural Transitional (RT) zoning districts that abut Interstate 94. The Planning Commission is asked to hold a public hearing on the request, as all changes to the City’s Zoning Code require a public hearing. The applicants currently operate a business at 11530 Hudson Blvd. N. along Interstate 94 on a parcel that is zoned Rural Development Transitional (RT).

BACKGROUND

Rihm Kenworth currently operates a business at 11530 Hudson Boulevard. The property is located along Interstate 94 in the southeast corner of the City west of Manning Avenue. They recently started operations on this site and are interested in marketing their business with a sign on I-94.

The applicants met with City staff in late January of 2015 to learn more about the City’s Sign Regulations along I-94. Upon review of the sign requirements, it was found that pylon and freestanding signs are currently not permitted in any zoning districts along Interstate 94. The best option remained a Ground Sign with a maximum height of 10 feet and maximum area of 72 feet. Unfortunately, with these requirements, the sign would not be legible from a car traveling 65 mph along I-94. After reviewing the sign requirements in the City’s Zoning Code, the applicant chose to request a Zoning Text Amendment. It should be noted that a variance request was also explored by the applicant. However, after discussing the desired outcome with City staff, it was determined that such a signage change would be more appropriate as an amendment to the Sign Ordinance, as there are many properties along I-94 that will likely have similar requests or be affected by such change.

After conducting research and consulting with City staff, the applicant recommends to amend the Sign Ordinance to allow pylon and freestanding signs with a maximum height of 25 feet and a maximum 250 sq. ft. surface area for properties abutting Interstate 94. The recommendation takes into consideration the elevation of the Interstate, and the 65 mile per hour travel speed. The applicant

has provided several supplemental documents including the United States Sign Council (USSC), the Woodbury Freestanding Sign Code, and the Oakdale Sign Code for consideration by the City.

STAFF REVIEW COMMENTS:

In order to review whether or not pylon and freestanding signs are an appropriate use along Interstate 94, staff reviewed sign requirements from numerous cities within the Metro. The results of staff research are found in Attachment 3, a table providing the provisions of various cities with regards to freestanding signs. The maximum height for a freestanding sign in the broader area was 50 feet in Albert Lea. The maximum surface area was found to be 250 square feet in Albert Lea, Richfield, Sauk Centre, and Bloomington. In the East Metro, Stillwater allows a maximum sign height of 25 feet and 200 square feet. Woodbury has a maximum sign height of 30 feet and 150 square feet. Oakdale allows freestanding signs to be a maximum of 25 feet in height and 80 square feet in area, whereas pylon signs are permitted to be a maximum of 30 feet in height and 150 square feet in area.

In addition, staff reviewed the sign requirements for Business Park, Commercial, and Rural Transitional zoning districts. It was found that pylon and freestanding signs are not a permitted use in Commercial, Mixed-Use and Industrial Districts. Based upon a number of previous inquiries, as well as the future context of a growing I-94 Corridor with additional commercial properties, it is staff's recommendation to provide some signage allowance for freestanding signs for commercial properties abutting the I-94 Corridor.

It should be noted that from a planning perspective, most cities have a supplemental code for businesses and commercial properties along an interstate as they are presented with different opportunities and challenges than typical businesses and commercial centers. The interstate allows the public and potential visitors to see a business from the highway, but can be a problem at the high speed of travel. The sign must be large enough to be both visible and readable at the travel speed. The applicant has included the "Sign Rules of Thumb" by the United States Sign Council to better inform the Zoning Text Amendment request. Staff has determined that a height of 25 feet is appropriate for the I-94 Corridor, but have also determined that an area of 250 square feet exceeds the size that is consistent with the desired character of Lake Elmo. Staff recommend that an a maximum area of 150 square feet would be appropriate for Lake Elmo, which would be consistent with other neighboring communities.

In addition, in determining whether or not pylon or freestanding signs are appropriate for the Commercial, Business Park and Rural Transitional zoning districts along Interstate 94, it should be noted that the proposed action does not remove or replace the sign regulation requirements. It is recommended that freestanding or pylon signs only be allowed for properties adjacent to interstate highways (I-94 in Lake Elmo's case). Different communities have different approaches to determine which parcels are eligible for freestanding signs. For example, the City of Woodbury requires that a freestanding freeway sign not be more than 100 feet from the freeway right-of-way or boundary.

In order to further clarify staff's recommended amendment to the City's Sign Ordinance, staff will provide recommended ordinance language at the Planning Commission meeting. As far as a general recommendation is concerned, staff recommends that the Planning Commission consider some allowance for freestanding signs, as the City has received a number of requests inquiring about taller freestanding signs adjacent to the I-94 Corridor. It is the opinion of staff that these requests will only increase as additional commercial development occurs within the I-94 Corridor. At this time, staff is recommending to allow signs that are 25 feet in height and 150 square feet in area for signs that are in proximity to the interstate highway.

RECOMMENDATION:

Staff is recommending that the Planning Commission recommend approval of the requested zoning text amendment to allow pylon and freestanding signs with a maximum height of 25 feet and 150 square feet for commercial properties abutting Interstate 94. The recommended motion is as follows:

“Move to recommend approval of the request amend the Sign Ordinance to allow pylon and freestanding signs for commercial properties adjacent to interstate highways. These sign should not exceed 25 feet in height and 150 square feet in area.”

ATTACHMENTS:

1. Land Use Application and Supporting Materials
2. Previous Signage Regulations
3. Staff Research of Metro Sign Ordinances

ORDER OF BUSINESS:

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



PLANNING COMMISSION
DATE: 4/27/15
AGENDA ITEM: 5A
CASE # 2015-15

ITEM: Zoning Text Amendment – Pylon and Freestanding Signs
SUBMITTED BY: Nick Johnson, City Planner
REVIEWED BY: Kyle Klatt, Community Development Director
Casey Riley, Planning Intern
Adam Bell, City Clerk

SUMMARY AND ACTION REQUESTED:

The Planning Commission is being asked to review precedents for design standards for freestanding and pylon signs for the I-94 corridor. A public hearing was held on April 13, 2015 for a request submitted by Rihm Kenworth to amend the City's Sign Ordinance to allow pylon and freestanding signs with a maximum height of 25 feet and 250 sq/ft surface area for properties within all commercial zoning districts abutting Interstate 94. At that time the Planning Commission requested research be done for design standards for freestanding and pylon signs. Staff recommends that the Planning Commission review the precedents from surrounding cities and discuss design standards for the properties with frontages along I-94. Staff is recommending that the Planning Commission recommend approval of a Zoning Text Amendment to allow freestanding signs with a maximum height of 25 feet and an area of 150 square feet on properties adjacent to interstate highways.

GENERAL INFORMATION

Applicant: Rihm Kenworth of Lake Elmo, 11530 Hudson Boulevard, Lake Elmo, MN 55042
Property Owners: EN Properties LLC, 11530 Hudson Boulevard, Lake Elmo, MN 55042
Location: N/A – Request would allow for pylon and freestanding signs with a maximum height of 25 feet and 250 square feet of surface area for commercial properties abutting Interstate 94.
Request: Rihm Kenworth of Lake Elmo is requesting to amend the City's Zoning Code to allow pylon and freestanding signs with a maximum height of 25 feet and 250 square feet of surface area in the Business Park (BP), Commercial (C), and Rural Transitional (RT) zoning districts for properties along I-94.
Existing Land Use: N/A
Existing Zoning: N/A
Surrounding Land Use: N/A
Surrounding Zoning: N/A
Comprehensive Plan: N/A

Proposed Zoning: N/A

History: The Planning Commission discussed Freestanding and Pylon signs at the April 13, 2015 Planning Commission meeting and public hearing regarding the Zoning Text Amendment. No members of the public spoke at the public hearing on April 13. The discussion focused design standards and possibly adding a theming element to the I-94 corridor. The clarification was made that the Damon Farber Branding and Theming Study was aimed at public signs, and that the I-94 corridor would host private signs. Currently, the only mandatory element in the sign code is that signs must be constructed of high quality durable materials.

Applicable Regulations: Sign Regulations (§154.212) in Current Zoning Code
Signs: I-94 District (§151.115) in Previous Zoning Code

REQUEST DETAILS

The zoning text amendment was brought forward by Rihm Kenworth, a business located on the I-94 corridor. The zoning text amendment would permit freestanding and pylon signs for properties adjacent to the freeway within the Business Park (BP), Commercial (C), and Rural Transitional (RT) zoning districts.

At the April 13, 2015, Planning Commission meeting, the zoning text amendment was postponed and design standards were requested and discussed.

BACKGROUND

Rihm Kenworth currently operates a business at 11530 Hudson Boulevard. The property is located along Interstate 94 in the southeast corner of the City west of Manning Avenue. They recently started operations on this site and are interested in marketing their business with a sign on I-94. At the April 13 Planning Commission meeting, the company stated that 150 square feet of surface area would be an acceptable amount to market the business along I-94.

The Planning Commission met on April 13th, to consider amending the zoning text to allow freestanding and pylon signs along I-94. Design standards were requested at that time to move forward with the zoning text amendment. Questions and comments at the meeting focused on clarifying the proposed zoning amendment. In summary, the amendment would pertain only to properties abutting I-94. The recommended 150 sq. ft. surface area would be permissible per side, with two sides maximum. The 150 sq. ft. sign area refers to the commercial area of the sign, excluding the pole or supporting structure.

The City has adopted Design Standards. The standards were prepared by Damon Farber and Associates and include signage. The recommendations are as follows:

Goal: Residential signage should be subtle in nature and utilized to promote building identity and to properly direct automobile and pedestrian traffic.

- a. Signs shall be consistent with the architectural style of the building on which they are placed, including scale, lighting levels, color and material.
-

- b. Signs shall be constructed of quality materials.
- c. All signage should be illuminated and clearly visible after dark.
- d. Signs are encouraged to be creative in the use of two and three-dimensional forms, lighting and graphic design, and use of color, patterns, typography, and materials.
- e. Interior vehicle and pedestrian routes should be clearly marked.
- f. All buildings are encouraged to incorporate elements of community theming in appropriate signage, supporting district and city identity.

STAFF REVIEW COMMENTS:

Design Standards for freestanding and pylon signs from numerous cities within the metro were reviewed by staff. The majority of cities within the Metro along and interstate do not have design standards for freestanding and pylon signs. Those that do were reviewed and compiled into a table for review by the Planning Commission, see Attachment 1.

The key cities that address design standards are Belle Plaine, Brooklyn Center, Forest Lake, Roseville, and Woodbury. Belle Plaine requires a landscaped area surrounding the sign, as well as a pole cover or pylon cover for pylon signs. They specifically discourage pylon signs.

Brooklyn Center specifies that freestanding signs that exceed 16 feet in area shall not impede vision between a height of 2 ½ and 7 ½ feet above the centerline grade of the street. This means that freestanding signs cannot have a large and wide pole that obstructs vision.

Roseville requires freestanding signs to include materials that complement the architectural design/existing building materials, including but not limited to face brick, natural or cut stone, integrally colored concrete masonry units/rock faced block, glass, pre-finished metal stucco, and factory finished metal panels. Roseville also specifies that freestanding signs cannot be closer than 5 feet to a property line.

Woodbury is the only city found that includes an aspect ratio, or addresses the width of the sign compared to the base of the sign. Woodbury stipulates that “freestanding signs shall be attached to a base which is at least 75 percent of the width of the sign but shall not exceed the width of the sign by more than 20 percent.”

Specific design standards, such as renderings or images, for pylon and freestanding signs were not found for any city in the Metro area. The majority of cities addressed design standards in their code by requiring “quality materials,” or “similar materials and architecture to that of the primary structure.”

RECOMMENDATION:

Staff is recommending that the Planning Commission recommend approval of the requested zoning text amendment to allow pylon and freestanding signs with a maximum height of 25 feet and 150 square feet for commercial properties abutting Interstate 94. The recommended motion is as follows:

“Move to recommend approval of the request amend the Sign Ordinance to allow pylon and freestanding signs for commercial properties adjacent to interstate highways. These sign should not exceed 25 feet in height and 150 square feet in area.”

ATTACHMENTS:

1. Staff Research of Metro Sign Design Standards

ORDER OF BUSINESS:

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

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



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

LAND USE APPLICATION

- ☐ Comprehensive Plan ☐ Zoning District Amend ☒ Zoning Text Amend ☐ Variance*(see below) ☐ Zoning Appeal
- ☐ Conditional Use Permit (C.U.P.) ☐ Flood Plain C.U.P. ☐ Interim Use Permit (I.U.P.) ☐ Excavating/Grading
- ☐ Lot Line Adjustment ☐ Minor Subdivision ☐ Residential Subdivision Sketch/Concept Plan
- ☐ PUD Concept Plan ☐ PUD Preliminary Plan ☐ PUD Final Plan

Applicant: Rihm Kenworth of Lake Elmo
Address: 11530 Hudson Boulevard Lake Elmo, MN 55042
Phone #: 612.860.1612
Email Address: dan.dunn@rihmkenworth.com

Fee Owner: Rihm Kenworth of Lake Elmo
Address: 11530 Hudson Boulevard Lake Elmo, MN 55042
Phone #: 612.860.1612
Email Address: dan.dunn@rihmkenworth.com

Property Location (Address and Complete (long) Legal Description): See attached.

Detailed Reason for Request: Identification of our building & location from the
Interstate 94 corridor for our customers and associates is
critical to the successful operation of our business.

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

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

Signature of applicant: [Signature] Date: 20 Feb 2015
Signature of fee owner: [Signature] Date: 20 Feb 2015

Property Description:

All that part of the Southeast Quarter of Section 36, Township 29 North, Range 21 West, City of Lake Elmo, Washington County, Minnesota described as follows:

Commencing at the southwest corner of said Southeast Quarter; thence North 00 degrees 54 minutes 36 seconds West, assumed bearing, along the west line of said Southeast Quarter a distance of 418.40 feet; thence North 89 degrees 04 minutes 57 seconds East, a distance of 67.00 feet to the point of beginning; thence continuing North 89 degrees 04 minutes 57 seconds East, a distance of 472.00 feet; thence South 00 degrees 54 minutes 36 seconds East, a distance of 259.00 feet; thence South 89 degrees 04 minutes 57 seconds West, a distance of 222.00 feet thence North 00 degrees 54 minutes 36 seconds West, a distance of 44.00 feet; thence South 89 degrees 05 minutes 24 seconds West, a distance of 34.00 feet; thence South 00 degrees 54 minutes 36 seconds East, a distance of 94.00 feet; thence South 89 degrees 04 minutes 57 seconds West, a distance of 36.01 feet; thence North 00 degrees 54 minutes 36 seconds West, a distance of 34.00 feet; thence south 89 degrees 04 minutes 57 seconds West, a distance of 94.99 feet; thence North 00 degrees 54 minutes 36 seconds West, a distance of 97.00 feet; thence South 89 degrees 05 minutes 24 seconds West, a distance of 85.00 feet; thence North 00 degrees 54 minutes 36 seconds West, a distance of 177.99 feet to the point of the beginning.

Containing 5 acres, more or less.



RIHM KENWORTH

23 March 2015

Lake Elmo Planning Commission and City Council
3800 Laverne Avenue N.
Lake Elmo, MN 55042

Re: Zoning Text Amendment Request.

Ladies and Gentlemen of the Planning Commission and Council,

We are a new business in the Lake Elmo community located at 11530 Hudson Boulevard. Identification of our building and location for our customers and associates from the Interstate 94 corridor is critical to the successful operation of our business.

The current provisions of the Lake Elmo Zoning Text for Directory signs of 10' in height and 50 sq/ft surface area does not allow for that. Additionally, pylon signs are not currently permitted according to the City's signage provisions. Our branch locations in the cities of Albert Lea and Sauk Centre, MN., which also have Interstate frontage, have such provisions in their local zoning codes. Our signs in those communities are effective in communicating our whereabouts.

We recommend a change in the Zoning Text to allow for pylon and free standing signs with a maximum height of 25' and 250 sq/ft surface area per side, two sides total. We further suggest that pylon or freestanding signs be allowed for properties that abut Interstate 94 based on the elevation of the Interstate, and the 65 mph travel speeds on the Interstate highway along this frontage.

We respectfully submit two articles of expert testimony to support that request. One is the document Sign Legibility Rules Of Thumb published by the United States Sign Council, and the other a Letter Visibility Chart produced by the California Institute of Technology. Also tendered with this request are sign codes from the Cities of Oakdale and Woodbury, MN., which outline provisions in sign height of 25' and 20' respectively.

This proposed change to the Zoning Text would benefit not only our needs, but other commercial endeavors in this corridor of Lake Elmo, both existing and in the future.

Sincerely,

Dan Dunn

Director of Dealership Infrastructure and IT

LETTER VISIBILITY CHART

LETTER HEIGHT	MAXIMUM READABLE DISTANCE	READABLE DISTANCE FOR MAXIMUM IMPACT
3"	100'	30'
4"	150'	40'
6"	200'	60'
8"	350'	80'
9"	400'	90'
10"	450'	100'
12"	525'	120'
15"	630'	150'
18"	750'	180'
24"	1000'	240'
30"	1250'	300'
36"	1500'	360'
42"	1750'	420'
48"	2000'	480'
54"	2250'	540'
60"	2500'	600'

NOTE: The following distances will vary approximately 10% with various color combinations. Maximum distance in color would be RED or BLACK on a white background.

Prepared by the California Institute of Technology

Serving the Upper Midwest!



Sign Legibility Rules Of Thumb

UNITED
STATES
SIGN
COUNCIL

© 2006 United States Sign Council

SIGN LEGIBILITY

By Andrew Bertucci, United States Sign Council

Since 1996, the United States Sign Council (USSC) and its research arm, the United States Sign Council Foundation (USSCF) have funded an extensive array of studies into the legibility of on-premise signs and the manner in which motorists react to these signs in various roadside environments. Because of these ground breaking studies, it is now possible to determine, with a degree of certainty, the size of letters as well as the size of signs necessary to ensure motorist legibility. Most of this work has been synthesized in the current USSC publication entitled ***USSC Best Practices Standards for On-Premise Signs***, which details methods for ascertaining sign size, legibility, and height for on-premise signs that are directly in view of a motorist approaching the sign. In addition, a study completed in 2006 and entitled ***On-Premise Signs, Determination of Parallel Sign Legibility and Letter Heights*** now provides similar methods for ascertaining legibility factors for signs not directly in view, such as wall mount building signs usually parallel to a motorist's viewpoint.

The USSC Best Practices Standards and the parallel sign study offer relatively detailed analysis of the legibility factors involved with on-premise signs, and certainly should be utilized whenever such analysis is warranted. A number of equally useful generalizations, or time-saving rules-of-thumb based on the studies, however, can be applied to arrive at results which reflect legibility values which can be used as a general average applicable to most conditions. These are detailed below.



On Premise Sign Legibility Simplified Rules Of Thumb

How Motorists React To Signs In The Roadside Environment

Detecting and reading a roadside on-premise sign by a motorist involves a complex series of sequentially occurring events, both mental and physical. They include message detection and processing, intervals of eye and/or head movement alternating between the sign and the road environment, and finally, active maneuvering of the vehicle (such as lane changes, deceleration, and turning into a destination) as required in response to the stimulus provided by the sign.

Complicating this process is the dynamic of the viewing task, itself, involving the detection of a sign through the relatively constricted view provided by the windshield of a rapidly moving vehicle, with the distance between the motorist and the sign quickly diminishing. At 40 miles per hour, for example, the rate at which the viewing distance decreases is 58

feet per second, and at 60 miles per hour, it becomes an impressive 88 feet per second. Further complicating the process is the relative position of the sign to the eye of the motorist, whether directly in his/her field of view (perpendicular orientation), or off to the side and turned essentially parallel to the motorist's field of view (parallel orientation).

Research has now been able to quantify the viewing process and set a viewing time frame or viewing window of opportunity for both types of sign orientation. In the case of signs perpendicular to the motorist, this time frame is measured as Viewer Reaction Time (VRT), or the time frame necessary for a motorist traveling at a specific rate of speed to detect, read, and react to a sign within his/her direct field of vision with an appropriate driving maneuver. The driving maneuver itself can entail a number of mental and physical reactions, usually involving signaling, lane changes, acceleration and/or deceleration, and finally, a turn into the site of the sign.

In the case of signs parallel to the motorist's view, detecting and reading a sign is generally restricted to quick sideways glances as the sign is approached and the angle of view becomes more constricted. Because of this, the VRT involving these signs is, at best, necessarily compromised. Compensation for this reduction in the time frame involved in detecting and reading parallel signs is made through increases in letter height and size designed to facilitate rapid glance legibility. It must be understood however, that the parallel orientation will always present legibility problems, and in many cases, even if the sign is detected and read, sufficient time for a motorist to complete a driving maneuver in response to the sign may not be available.

Perpendicular Signs

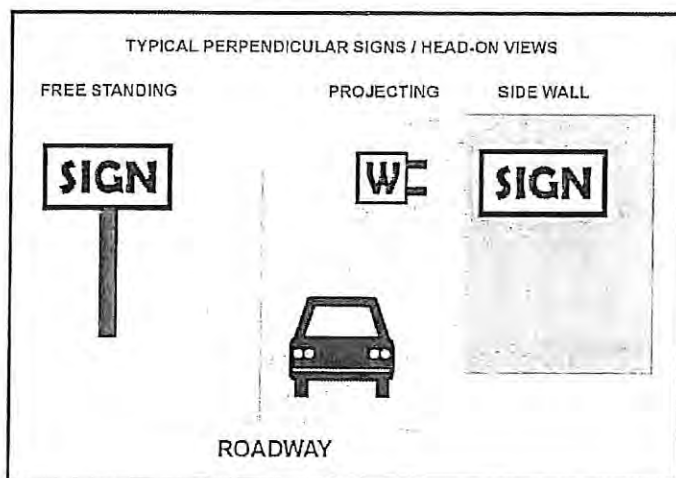


Figure 1. Perpendicular Sign Types

Perpendicular signs include most free standing signs, projecting signs, and, in some cases, flat wall signs placed on building walls that directly face on-coming traffic. (see figure 1). These signs are generally placed close to property lines and fall into the motorist's so-called "cone of vision", which is a view down the road encompassing ten degrees to the right or left of the eye, or twenty degrees total view angle. Signs falling within this cone can usually be viewed comfortably without excessive eye or head movement, and generally can be kept in the motorist's line-of-sight from the time they are first detected until they are passed. (see figure 2, cone of vision).

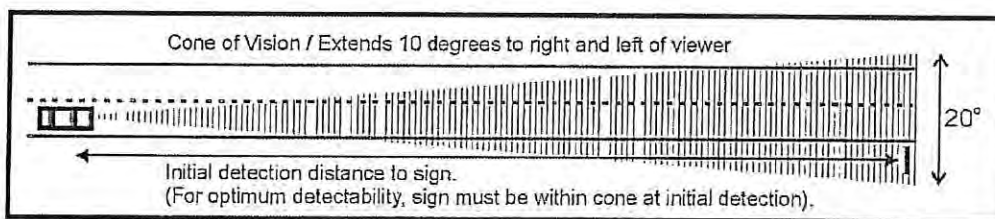


Figure 2. Cone of Vision

Because of this relatively constant view window, perpendicular signs can be designed and sized to provide for viewing time sufficient to allow for adequate detection, reading, and driving maneuvers. The key to providing adequate viewing time is an understanding of Viewer Reaction Time and Viewer Reaction Distance, and how these factors can be computed to provide for adequate letter heights and sign sizes under varied traffic conditions and vehicle speeds.

Viewer Reaction Time / Viewer Reaction Distance

Viewer Reaction Time is simply the time necessary for a motorist to detect, read, and react to the message displayed on an approaching on-premise sign that lies within his or her cone of vision. The USSC Guideline Standards offer precise mathematical procedures for calculating VRT for specific signs with specific copy located in varied locations of increasing traffic complexity and speed.

As a rule-of-thumb for average usage with signs displaying six words of copy (or 30 letters) or less however, VRT for vehicles traveling under 35 miles per hour in simple two to three lane environments can be estimated at eight (8) seconds; for vehicles traveling over 35 miles per hour in more complex four to five lane environments, at ten (10) seconds; and for vehicles traveling over 35 mph in high speed multi-lane environments at eleven to twelve (11-12) seconds.

These values include a maneuvering time of 4 seconds in the simple environment, 5 seconds in the complex environment, and 6 seconds in the high speed multi-lane environment. Although most roadside on-premise sign installations require a motorist to make the driving maneuver before the sign is passed and thus require the full VRT value, occasionally the maneuver can safely be made after the sign location has been passed. Where this is the case, the driving maneuver time of either 4, 5, or 6 seconds should not be included in computing Viewer Reaction Time.

Once VRT is ascertained, Viewer Reaction Distance for a given sign location, or the distance in feet which a vehicle travels during the VRT interval, can be calculated. It is necessary to know this distance because it determines the size of the letters and the size of the sign necessary for legibility to take place over that distance. It represents, in lineal feet, the distance between the motorist and the sign from the moment he or she has first detected it, and it rapidly diminishes as the motorist closes the distance at speed.

It is calculated by first converting travel speed in miles per hour (MPH) to feet per second (FPS) by using the multiplier 1.47, and then multiplying the feet per second by the Viewer Reaction Time. For example, a vehicle traveling at sixty miles per hour covers eighty-eight feet per second ($60 \times 1.47 = 88$). Eighty-eight feet per second times a Viewer Reaction Time of ten seconds equals eight hundred eighty feet (880) of Viewer Reaction Distance. The computation can be expressed also as this equation:

$$VRD = (MPH) (VRT) 1.47$$

Determining Letter Height and Sign Size

The overall legibility of a sign is essentially determined by the height, color, and font characteristics of the letters making up its message component. To this end, the USSC has, through extensive research, developed standard legibility indices for typical letter types and color combinations (see table 1, USSC Standard Legibility Index).

The Legibility Index (LI) is a numerical value representing the distance in feet at which a sign may be read for every inch of capital letter height. For example, a sign with a Legibility Index of 30 means that it should be legible at 30 feet with one inch capital letters, or legible at 300 feet with ten inch capital letters. The USSC Standard Legibility Index also reflects the 15 percent increase in letter height required when all upper case letters (all caps) are used instead of more legible upper and lower case letters with initial caps.

Table 1. The USSC Standard Legibility Index

ILLUMINATION	LETTER STYLE	LETTER COLOR	Background COLOR	LEGIBILITY INDEX	
				Upper & Lower Case	ALL CAPS
External	Helvetica	Black	White	29	25
External	Helvetica	Yellow	Green	26	22
External	Helvetica	White	Black	26	22
External	Clarendon	Black	White	28	24
External	Clarendon	Yellow	Green	31	26
External	Clarendon	White	Black	24	20
Internal Translucent	Helvetica	Black	White	29	25
Internal Translucent	Helvetica	Yellow	Green	37	31
Internal Translucent	Clarendon	Black	White	31	26
Internal Translucent	Clarendon	Yellow	Green	37	31
Internal Opaque	Helvetica	White	Black	34	29
Internal Opaque	Helvetica	Yellow	Green	37	31
Internal Opaque	Clarendon	White	Black	36	30
Internal Opaque	Clarendon	Yellow	Green	37	28
Neon	Helvetica	Red	Black	29	25
Neon	Helvetica	White	Black	38	32

Illumination Variations:

External light source

Internal light source with fully translucent background

Internal light source with translucent letters and opaque background

Exposed neon tube

To use the Legibility Index table to determine letter height for any given viewing distance, select the combination of font style, illumination, letter color, and background color that most closely approximates those features on the sign being evaluated. Then, divide the viewing distance (Viewer Reaction Distance) in feet by the appropriate Legibility Index value. The

result is the letter height in inches for the initial capital letter in upper and lower case configurations, or for every letter in an all caps configuration. For example, if the Viewer Reaction Distance is 600 feet, and the Legibility Index is 30, the capital letter height would be 20 inches ($600' / 30 = 20''$).

VRD (in feet) / LI = Letter Height (in inches)

The Legibility Index rule-of-thumb...30

In addition to the use of the Legibility Index chart, a simpler, rule-of-thumb Legibility Index of 30 is frequently used as an average to address most legibility requirements. Although generally acceptable, it should be understood that this is an average only, and it may fall short of meeting the legibility needs of any specific sign or environment. The USSC On-Premise Sign Standards provides a much more precise means of establishing this requirement, particularly for complex environments, and should be used whenever such precision is warranted.

Sign Copy Area and Negative Space – Computing Sign Size

The computation of overall sign size is of vital concern to anyone involved in designing or building on-premise signs, since it relates directly to both sign cost as well as to adherence to local building and zoning ordinances. It is for this reason that USSC has devoted so much research resources into developing methods for computing adequate sign sizes for varied environments, and into providing the industry with the means to compute the size of signs necessary to adequately transmit communicative messages to motorists traveling at different rates of speed. The use of the Legibility Index is the vital first step in this process, but there is frequently more involved than just letter height, especially in perpendicular signs involving the use of background panels. Clearly, in these instances, an understanding of how sign copy area and negative space interact to bring about optimum viewer legibility is critical.

In instances in which only letters comprise the total sign, such as channel letters on building walls, however, the computation of total sign size in square feet is relatively simple. In the case of these types of individual letter signs, overall size is frequently considered as the product of the height of the letters times the length of the line of letters. For example, if capital letter height is two feet, and the line of letters measures thirty feet horizontally, sign size would be calculated at sixty square feet ($2 \times 30 = 60$). There is an important exception to this mode of calculation in which only the space actually taken up by the letters themselves in square feet, and not the space between letters, is considered. In these cases, overall size becomes simply the sum of all the individual letter areas, and is generally a fairer method of computation when the letters and or/symbols

are spread out over a large area of building wall. In any event, for individual letter signs, it is essentially the height of the letters which is the prime determinant of overall sign size, and as we observed above, this can be calculated with some precision through use of the Legibility Index.

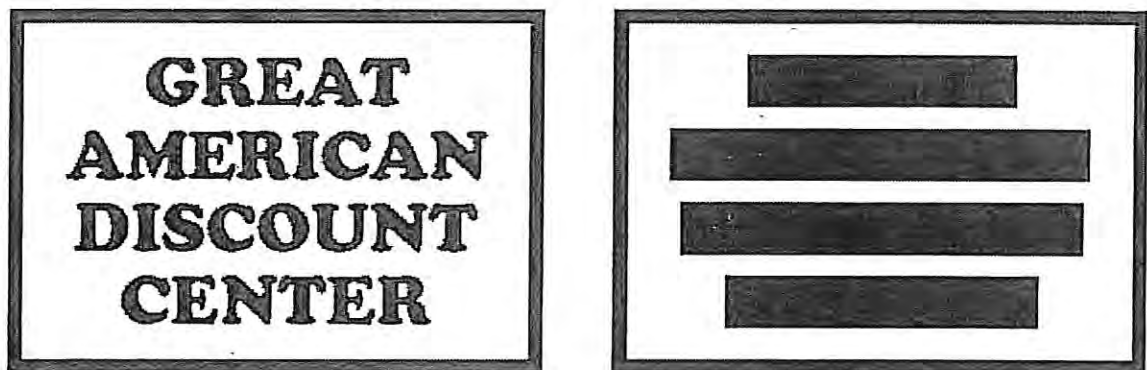
In this context, there is also another useful rule of thumb which can be used to give a working approximation of how much horizontal length a given number of letters would require once the letter height is established by simply multiplying capital letter height by the number of letters. For average fonts, this rule of thumb takes into account the space between letters in a line (usually $\frac{1}{3}$ the width of an individual letter and referenced as letterspace) and can give a surprisingly close determination of the actual length of the line of letters.

In the case of signs utilizing background areas, however, computation of the amount of space occupied by the lettering, also called copy area, is only the first step in computing overall sign size. Of equal importance in signs of this type is the amount of negative space surrounding the letters or copy area. It is this negative space which provides the background for the letters, makes legibility possible, and which must be accounted for in any computation to determine overall sign size.

Copy Area

The copy area of a sign is that portion of the sign face encompassing the lettering and the space between the letters (letterspace), as well as any symbols, illustrations, or other graphic elements. It is a critical component of effective sign design because it establishes the relationship between the message and the negative space necessary to provide the sign with reasonable legibility over distance.

Figure 3. Copy Area

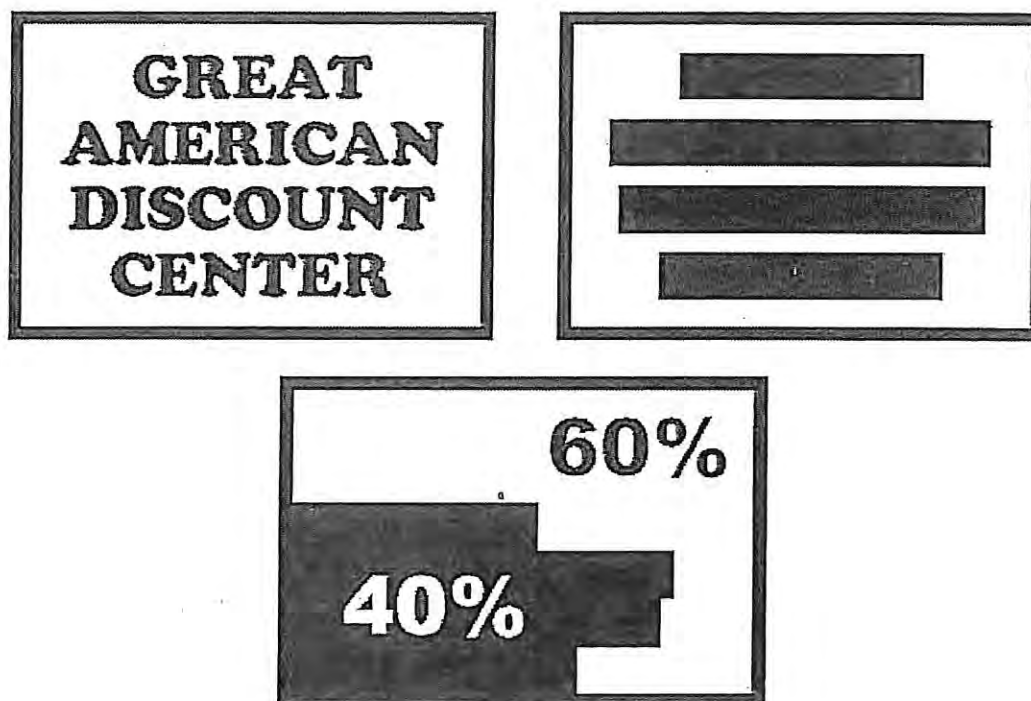


The illustration on the left depicts a typical on-premise sign face; while the one on the right, with black rectangles covering the copy area, affords a visual of the message layout

Negative Space

Negative space is the open space surrounding the copy area of a sign. It is essential to legibility, particularly in signs in which the copy is displayed within a background panel. Negative space ideally should not be less than 60 percent of the sign or background area. This requirement for a 40/60 relationship between the copy area and negative space is the minimum USSC standard. It is intended only to establish a measurable baseline for the negative space component of a sign, such that a reasonable expectation of legibility will exist.

Figure 4. Relationship Between Copy Area And Negative Space



The bottom sign panel illustrates how the aggregate copy area comprises 40 percent of the total sign panel area, with the remaining 60 percent forming the negative space area.

DETERMINING SIGN SIZE – Calculation Methodology

The size of a sign is determined by the size and length of the message and the time required to read and understand it. It can be calculated once the numerical values of the five size determinants –Viewer Reaction Time, Viewer Reaction Distance, Letter Height, Copy Area, and Negative Space – have been established.

The step-by-step process to determine sign size, which is explained below, is useful not only as a calculation method, but also as a means of understanding the elements involved in the calculation.

Area of Sign / Computation Process:

1. Determine speed of travel (MPH) in feet per second (FPS): $(\text{MPH} \times 1.47)$.
2. Determine Viewer Reaction Time (VRT).
3. Determine Viewer Reaction Distance $(\text{VRT} \times \text{FPS})$.
4. Determine Letter Height in inches by reference to the Legibility Index (LI): (VRD/LI) .
5. Determine Single Letter Area in square inches (square the letter height to obtain area occupied by single letter and its adjoining letterspace).
6. Determine Single Letter Area in square feet: $\text{Single Letter Area in square inches}/144$.
7. Determine Copy Area $(\text{Single Letter Area in square feet} \times \text{total number of letters plus area of any symbols in square feet})$.
8. Determine Negative Space Area at 60% of Sign Area $(\text{Copy Area} \times 1.5)$.
9. Add Copy Area to Negative Space Area.
10. Result is Area of Sign in square feet.

Computation Process / Calculation Example

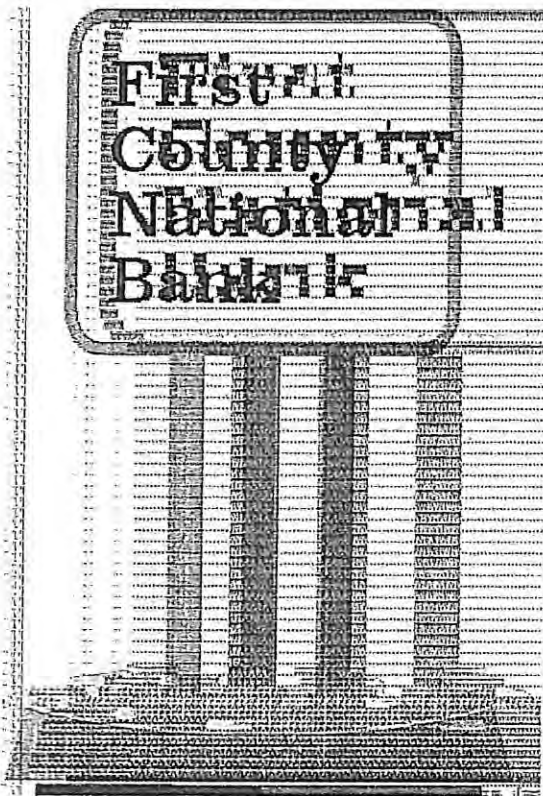


Figure 5. Calculation Example Sign

Location: Complex Driving Environment

Posted Traffic Speed of 40 MPH

Sign Background: White

Sign Copy: 23 Letters, Upper & Lower Case

Clarendon Style, Black

Internally Illuminated, Translucent Face

1. Determine speed of travel in feet per second; $40 \text{ MPH} \times 1.47 = 59 \text{ FPS}$
2. Determine Viewer Reaction Time – Complex Environment
 - Detection and Message Scan..... 5 seconds
 - Maneuver..... 5 seconds
 - Total Viewer Reaction Time = 10 seconds VRT
3. Determine Viewer Reaction Distance; $59 \text{ (FPS)} \times 10 \text{ (VRT)} = 590 \text{ feet}$
4. Determine Letter Height in inches - Refer to Legibility Index, Table 1
 - Black Clarendon letters on White background = Index of 31
 - $590 \text{ (VRD)} / 31 \text{ (LI)} = 19 \text{ inch letter height}$
5. Determine Single Letter Area in square inches
 - $19 \times 19 = 361 \text{ square inches, single letter area}$
6. Determine Single Letter Area in square feet
 - $361 / 144 = 2.5 \text{ square feet, single letter area}$
7. Determine Copy Area; single letter area (sq. ft.) x number of letters
 - $2.5 \times 23 = 57.5 \text{ square feet, copy area}$
8. Determine Negative Space @ 60% of sign area
 - $57.5 \times 1.5 = 86.25 \text{ square feet, negative space}$
9. Add Copy Area to Negative Space
 - $57.5 + 86.25 = 143.75 \text{ square feet}$
10. Result is Area of Sign, 144 square feet

Area of Sign – Equation / Specific Usage

In addition to the computation method above, the USSC has developed an algebraic equation to determine the Area (A_{sign}) for signs containing letters only, which will provide the same result but will simplify the process. The equation allows for insertion of all of the size determinants, except for Negative Space, which is fixed at the standard 40/60 ratios. (Note: If numbers are rounded off in the computation process, a very slight difference in result may occur between the computation process and the equation).

$$A_{\text{sign}} = \frac{3n}{80} \left[\frac{(\text{VRT})(\text{MPH})}{\text{LI}} \right]^2$$

Fixed Value:

40/60 ratio, letters/negative space

Variable Values:

Number of Letters (n)

Viewer Reaction Time (VRT)

Miles Per Hour (MPH)

Legibility Index (LI)

Here's how to work the equation:

Start with the first portion of the equation which is three times the number of letters divided by 80. Three times 23 letters is 69; when divided by 80 the result is .8625. Keep this number ready for later use. Compute the second part of the equation in brackets by multiplying VRT (Viewer Reaction Time), which is 10 by the MPH (miles per hour), which is 40. The multiplication product is 400. Divide 400 by the LI (Legibility Index), which is 31, and the result is 12.90. Square the 12.90 by multiplying it by itself (12.90 x 12.90) for a product of 166. Finally, multiply the 166 by the .8625 obtained from the first part of the equation, and the resulting square footage is 143.

Area of Sign – Equation / Broad Usage

To allow for a broader scientific evaluation of sign size and satisfy the minimal legibility requirements across a full range of reaction times and speed zones, USSC has also developed a second more simplified equation shown below. This formula fixes the average sign size determinants, leaving only Viewer Reaction Time (VRT) and the speed of travel (MPH) as the sole variables. It can be used effectively as a broad rule-of-thumb to ascertain the general size of signs necessary to adequately and safely convey roadside information to motorists traveling at a given rate of speed as well as to establish size parameters for signs across an entire community and/or road system. Table 2 below provides a handy look-up reference of the use of the equation.

$$A_{\text{sign}} = \frac{[(\text{VRT})(\text{MPH})]^2}{800}$$

Fixed Values:

30 Letters

Legibility Index (LI) of 30

40/60 ratio, letters/negative space

Variable Values:

Viewer Reaction Time (VRT)

Miles Per Hour (MPH)

Here's how to work the equation,
assuming Viewer Reaction Time of 10 seconds and speed at 50 miles per hour:

Compute the values in the brackets by multiplying the VRT (Viewer Reaction Time) of 10 seconds by the MPH (miles per Hour), which is 50. The multiplication product is 500. Square the 500 by multiplying it by itself (500 x 500) for a product of 250,000. Divide 250,000 by 800 for the resulting square footage of 312.

Table 2. Freestanding Sign Sizes

Freestanding Sign Size in Square Feet

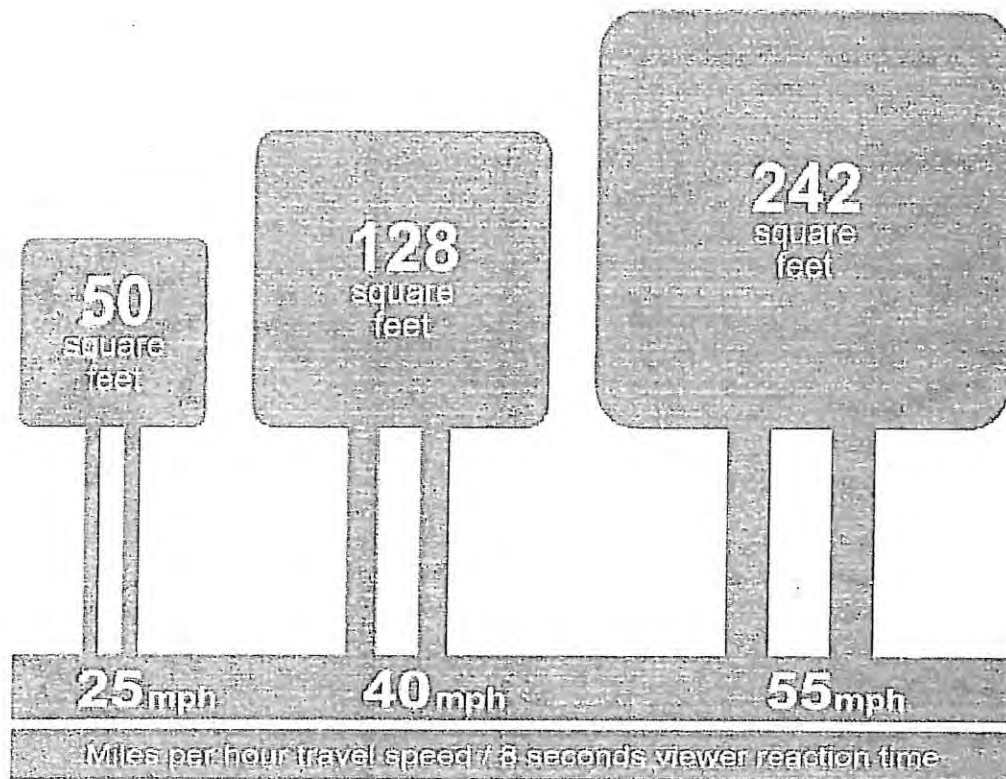
$$\text{Sign Size (Square Feet)} = [(VRT)(MPH)]^2 / 800$$

VRT = Viewer Reaction Time MPH = Miles Per Hour

VRT varies with roadside complexity:

simple or 2 lane = 8 seconds / complex or 4 lane = 10 seconds / multi lane = 11 seconds

MPH	Road Complexity	VRT	Sign Size
25	simple / 2 lane	8	50
25	complex / 4 lane	10	78
30	simple / 2 lane	8	72
30	complex / 4 lane	10	112
35	simple / 2 lane	8	98
35	complex / 4 lane	10	153
40	simple / 2 lane	8	128
40	complex / 4 lane	10	200
45	simple / 2 lane	8	162
45	complex / 4 lane	10	253
50	simple / 2 lane	8	200
50	complex / 4 lane	10	312
55	complex / 4 lane	10	378
60	complex / 4 lane	10	450
65	multi lane	11	639
70	multi lane	11	741
75	multi lane	11	850



Average sign size related to speed of travel and reaction time

Illustration from *Street Graphics and the Law*,
American Planning Association, 2004

Parallel Signs

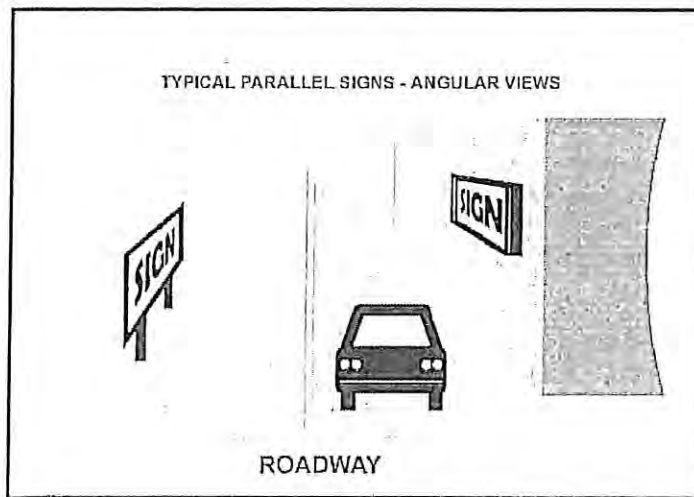


Figure 6. Parallel Sign Types

Everyday experience teaches us that parallel signs are more difficult to read than perpendicular signs simply because their orientation to the eye of any observer is at an acute angle. Now USSC research has corroborated this subjective impression with scientific evidence, and has made it possible to construct a mathematical model and attendant equations to account for the size increases necessary to allow parallel oriented signs to achieve at least some measure of the legibility quotient of perpendicular signs in a motorist oriented environment.

Parallel signs are harder to read because their orientation, or tilt, with respect to the driver makes it impossible to see the sign face at certain distances and offsets. When the driver can see the sign face, the content is often foreshortened and distorted. The driver must get close to the sign in order to increase the viewing angle to the point where the sign becomes legible. However, as drivers approach the sign, the time they have to read it gets shorter, while the sign moves further into their peripheral vision.

This condition places parallel signs at a threefold disadvantage relative to perpendicular signs. First, they are inherently more difficult to read because of the foreshortening of the message content caused by the angle of view. Second, because they become legible only after the angle of view exceeds 30 degrees, the time frame during which legibility can take place is compressed, and third, because they are usually placed back from the roadside well outside a driver's cone of vision, they are viewed by drivers only during short sideway glance durations, usually measured in fractions of seconds.

In many cases, their orientation causes not only severely compromised legibility compared to perpendicular signs, but results in the sign not being seen at all. In the USSC study, *Real World On-Premise Sign Visibility*, in which people were asked to drive through typical suburban shopping areas and locate specific signs, perpendicular signs were almost never missed while the subjects drove past 30 percent of the parallel signs, even though the parallel signs were two and three times larger than the perpendicular signs and the drivers were actively looking for them.

Parallel signs, therefore, must be read using a series of very quick glances at large visual angles during small windows of opportunity. Because of this, letter heights developed for perpendicular signs, where drivers have more time and can take longer straight ahead glances, cannot provide for adequate parallel sign legibility.

As we have noted in the case of perpendicular signs, the minimum distance at which a sign must become legible is a function of the time it takes to read the sign and the decisions and maneuvers required to comply with the sign. This is the Viewer Reaction time (VRT), which when combined with the speed of travel, becomes the Viewer Reaction Distance (VRD). Given the VRD, a perpendicular sign's letter height can be calculated using the Legibility Index.

The legibility of parallel signs, however, depends not on a driver's line of sight to a sign down the road, but rather when the sign becomes visible to the driver at a sight angle sufficient to allow at least some glance legibility to take place. A significant amount of research has now determined that this angle should be no less than 30 degrees to the driver's line of sight, and it is the visual restriction imposed by this angle, along with the number of lanes of travel, and the sign's offset from the curb, which determines the Maximum Available Legibility Distance, (or MALD) for a given parallel sign.

While traversing this distance, however, a driver cannot be expected to register much more than a few quick glances at the sign without adversely affecting his/her view of the road. Thus it is essential to optimize reading speed for parallel signs in order to minimize the duration and frequency of glances that drivers must make to read the sign. Research has shown that reading speed increases to its maximum as letters are enlarged by a factor of three, and then tends to level off; and to ensure adequate letter height for parallel signs, a multiplier of three is used in the mathematical model to determine the letter heights and the legibility index for parallel signs.

Using this multiplier of three as a benchmark or rule of thumb, the Legibility Index for parallel signs falls to 10, instead of the Legibility Index of 30 we have shown as a rule of thumb for perpendicular signs. Thus a

parallel sign with a MALD of 500 feet, for example, would require a capital letter size of 50" ($500/10=50$). Conversely, a perpendicular sign at the same location, but directly viewable 500 feet down the road, would require a capital letter size of 17" ($500/30=17$)

Equations and Lookup Table

The following equations can be used to determine appropriate letter heights for parallel mounted signs given the number of lanes of travel and the lateral offset of the sign from the curb. Equation #1 uses an average LI of 10, while Equation #2 allows users to input the LI that most closely matches their sign conditions from the USSC Legibility Index table (Table 1) and applies the three times threshold constant to that LI. A parallel sign letter height lookup table is also provided for typical roadway cross-sections and lateral sign offsets (Table 3).

*When using the equations or the lookup table
always use the maximum number of lanes on the
primary target road.*

Parallel Letter Height Model Equations

Equation #1: $LH = (LN \times 10 + LO) / 5$

Equation #2: $LH = (LN \times 10 + LO) / (LI / 6)$

where:

LH is letter height in inches.

LN is the number of lanes of traffic.

LO is the lateral offset from curb in feet.

LI is the legibility index from Table 1

Examples of how to work the equations

2-Lane Roadway
Lateral offset is 37 feet from the curb.
User does not know the letter style.

Equation #1: $LH = (LN \times 10 + LO) / 5$

$$LH = (2 \times 10 + 37) / 5$$

$$LH = 57 / 5$$

$$LH = 11.4 \text{ inches}$$

Same scenario, but user knows the sign is: Externally Illuminated,
Helvetica, all Caps, Light Letters on Dark Background
(USSC LI = 22 ft/in)

Equation #2: $LH = (LN \times 10 + LO) / (LI / 6)$

$$LH = (2 \times 10 + 37) / (22 / 6)$$

$$LH = 57 / 3.67$$

$$LH = 15.5 \text{ inches}$$

Table 3. Parallel sign letter height lookup table.

Offset from Curb (ft)	Letter Height in Inches				
	Number of Lanes				
	1	2	3	4	5
10	4	6	8	10	12
20	6	8	10	12	14
40	10	12	14	16	18
60	14	16	18	20	22
80	18	20	22	24	26
100	22	24	26	28	30
125	27	29	31	33	35
150	32	34	36	38	40
175	37	39	41	43	45
200	42	44	46	48	50
225	47	49	51	53	55
250	52	54	56	58	60
275	57	59	61	63	65
300	62	64	66	68	70
325	67	69	71	73	75
350	72	74	76	78	80
375	77	79	81	83	85
400	82	84	86	88	90

Sec. 18.5-56. - Freestanding signs.

- (a) *Number.* Each building may have one freestanding sign per street frontage.
- (b) *Area.*
 - (1) A building site having one street frontage may have one freestanding sign not to exceed 80 square feet.
 - (2) Building sites with two or more frontages may have one freestanding sign not to exceed 80 square feet and other freestanding signs not to exceed 40 square feet.
 - (3) Building sites adjacent to the freeway may have one freestanding sign on the freeway frontage not to exceed 150 square feet and one freestanding sign on a second frontage not to exceed 80 square feet and other signs not to exceed 40 square feet.
- (c) *Location.*
 - (1) All portions of the sign shall be at least 15 feet from property lines.
 - (2) Freeway signs must be not more than 100 feet from the freeway property lines.
 - (3) No freestanding sign over three feet high shall be erected or maintained within the clear vision triangle.
 - (4) Freestanding signs shall not be erected or maintained any closer than three feet to any building.
- (d) *Height.* The maximum height for freestanding signs shall be 20 feet except freeway signs may be 30 feet.
- (e) *Design.* Freestanding signs shall be attached to a base which is at least 75 percent of the width of the sign but shall not exceed the width of the sign by more than 20 percent. The base shall be constructed of class I materials that match those used on the building for which the sign is installed. If no class I materials are used on the building, class I or II materials shall be used.

(Ord. No. 1641, § 1641.02, 1-10-96; Ord. No. 1764, § 1764.01, 8-24-2005; Ord. No. 1816, § 1816.01, 3-11-2009)

ARTICLE 19. SIGNS

Sec. 25-181 Purpose and Intent.

The purpose of this Ordinance is to protect and promote the general welfare, health, safety and order within the City of Oakdale through the standards, regulations and procedures governing the erection, use and/or display of devices, signs or symbols serving as visual communicative media to persons situated within or upon public rights-of-way or properties.

The provisions of this Ordinance are intended to encourage creativity, a reasonable degree of freedom of choice, an opportunity for effective communication and a sense of concern for the visual amenities on the part of those designing, displaying or otherwise utilizing needed communicative media of the types regulated by this Ordinance, while at the same time assuring that the public is not endangered, annoyed or distracted by the unsafe, disorderly, indiscriminate or unnecessary use of such communicative facilities.

Sec. 25-182 Definitions.

- (a) **Accessory Sign:** A sign relating in its subject matter to the premises on which it is located, or to products, accommodations, services or activities on the premises on which it is located.
- (b) **Accessory Use:** A use which is subordinate to the principal use being made of a parcel of land. Accessory uses are defined in the Zoning Code.
- (c) **Address Sign:** Postal identification numbers only, whether written or in numeric form.
- (d) **Area Identification Sign:** A free-standing sign which identifies the name of a neighborhood, a residential subdivision, a multiple residential complex consisting of three (3) or more structures, a shopping center or area, an industrial area, an office complex consisting of three (3) or more structures or any combination of the above that could be termed an area.
- (e) **Banners and Pennants:** Attention-getting devices which resemble flags and are of a non-permanent paper, cloth or plastic-like consistency.
- (f) **Bench Signs:** A sign which is affixed to a bench or shelter at a bus stop.
- (g) **Billboard:** A large outdoor advertising structure mounted on one or more legs and designed to display posters, composite graphics and electronic (Dynamic Displays) advertisements.
- (h) **Electronic Message Signs:** Displays, devices or portions thereof with lighted messages that change at intermittent intervals by electronic process or remote control. Also known as an automatic changeable copy sign, dynamic display message sign, electronic variable message center, electronic dynamic business sign, or video display sign. Electronic message signs are not identified as flashing or motion signs.
- (i) **Free-Standing Sign:** A sign which is placed in the ground and not affixed to any part of any structure.
- (j) **Illuminated Sign:** Any sign which is illuminated by an artificial light source.
- (k) **Institutional Sign:** Any sign or bulletin board which identifies the name and other characteristics of a public or private institution on the site where the sign is located.

(2) **Commercial District:**

- a) Wall Signs: One wall sign for each street frontage shall be permitted on a building for each business located within such building. The total area of all wall signs affixed to a building wall shall not exceed twenty (20) percent of the total area of that wall. No individual wall sign shall exceed 150 square feet.

A wall sign shall not project more than eighteen (18) inches from the wall to which the sign is to be affixed. Furthermore, wall mounted signs shall not exceed the roofline on any building.

Banners shall be included in the allowance for wall signs. The design and construction of all banners shall be professional looking and not be allowed to become torn or weathered.

- b) Free-Standing Sign: One freestanding sign is permitted for each building for each street frontage.

The total area of a freestanding sign for a building having one street frontage shall not exceed eighty (80) square feet. Where a building has two (2) or more street frontages, each permitted freestanding sign in excess of one shall be no greater than one-half the area of the first sign.

No part of a freestanding sign shall be closer than ten (10) feet to the front property line or exceed twenty-five (25) feet in height. The height shall be measured from the base of the sign or grade of the nearest adjacent roadway, whichever is lower.

- c) Bulletin Signs: Bulletin signs may have individual face areas of up to fifty (50) percent of the area of the display surface area of the business' identification or free-standing sign. Bulletin signs which are not wall-mounted must have a minimum elevation of ten (10) feet. Bulletin signs which are not wall-mounted must have a minimum elevation of ten (10) feet.

One portable bulletin sign up to 15 square feet may be displayed only during the merchant's business hours, with a permit. Such signs shall be located within the width of the storefront to which it is related.

- d) Pylon Signs: Retail and service establishments on property abutting an interstate freeway right-of-way may erect one pylon sign not exceeding 150 square feet of display surface area in addition to their one free-standing sign.

The minimum allowance distance of a pylon sign to an interstate right-of-way is fifty (50) feet, with a maximum height of thirty (30) feet.

P/D #
add surrounding
VGeo

City	Zone	Freestanding Sign Requirements	Freeway Sign Dimensions	Location	Height
Albert Lea	B-2, I-1, I-2, I-3		250 sf per side, max 2 sides.	Sign must be at least 100 ft from other freestanding signs including billboards.	50 ft.
Bloomington	Class 5 Sign District, Commercial and C/R along I-35W, I-494 and TH-77	1 identification sign allowed per frontage.	Max surface area for ground, pylon or monument is 250 sf. All other frontages 150 sf.	If the sign lights up, it must be 100 ft away from the surrounding residential buildings.	Final Pylon shall not have any part of the sign above 45 ft. the final grade. Signs on the same property have to match their final sign elevations.
Eden Prairie	Commercial		NTE 80 sq. Additional frontages may have sin NTE 36 sf.	Sign can be no closer than 300 ft to any other free-standing sign upon the building site, and 20 ft. from ROW.	Max 20 ft.
Maplewood	Business Commercial along Principal Arterial	1 freestanding sign permitted per frontage, if 2 frontages, signs must be 100 ft. from each other	Max size 180 sf.		Max 25 ft.
New Brighton	Commercial and B-3	1 ground sign is permitted per street frontage.	Max size of freeway ground sign is 170 sf.	Must be 13.5 ft. from ROW.	Max 35 ft.

Oakdale	Commercial	1 pylon sign allowed if retail is abutting freeway.	Pylon NTE 150 sf. Pylon is in addition to the freestanding sign (NTE 80 sf)	Pylon must be at least 50 ft from interstate ROW.	Max height 30 ft.
Richfield	C-2, MU-C I, MU-R	Total of all freestanding signs = 4 sf per ft of lot frontage.	200 sf per surface 250 sf per surface.		Max 27 ft. Max 27 ft.
Roseville	CB, RB, O/BP, CMU	2 on multiple frontage lot	100 sf max on a single loaded sign, 200 ft max on double loaded sign.	15 ft. min from property line	Max 25 ft.
Sauk Centre	General Commerce, Industrial/Commercial	1 freestanding sign, two sides per frontage. Plus one area identification sign per frontage NTE 64 sf.	NTE 250 sf on each side	Cannot be placed within 10 ft of ROW	Up to 45 ft.
Stillwater	BP District (HWY 36)	1 freestanding sign per development site.	NTE 100 sf. For each exposed face nor exceed an aggregate surface area of 200 sf.	15 ft. from ROW	Max 25 ft.
Woodbury	Nonresidential	1 freestanding sign per frontage, 1 st frontage 80 sf sign, 2 nd frontage 40 sf sign	Adjacent to freeway, sign on freeway not to exceed 150 sf, and 2 nd frontage NTE 80 sf. Other freestanding signs NTE 40 sf.	Freeway signs not to be more than 100 ft away from freeway.	Freeway signs can be up to 30 ft high. Other freestanding up to 20 ft high.

2. The scale and suitability of the mural sign shall be appropriate in the context of the surrounding properties;
3. The artist(s) commissioned to complete the mural must provide documentation of demonstrated craftsmanship on similar projects;
4. The applicant shall provide sureties to the city guaranteeing completion of the project within the proposed timeframe;
5. The applicant shall demonstrate that the necessary funds are available for the proposed project; and
6. The applicant must be able to show the final mural will last a minimum of 5 years and be reasonably resistant to vandalism and weather.

(3) Projecting, awning, and canopy signs.

- (a) Projecting signs and awning signs shall be located on street level.
- (b) If lighted, projecting, awning, and canopy signs shall use indirect illumination.
- (c) Awning or canopy signs shall not project higher than the top of the awning or canopy or below the awning or canopy.

(d) Clearance. The bottom of a projecting sign or awning shall be a minimum of 8 feet above the ground surface when projecting over a private or public walkway.

(4) Freestanding signs. Freestanding signs shall not be erected or maintained any closer than 3 feet to any building.

(Q) Separation angle. So as not to create a double exposure or increase sign size limitations, there shall be a maximum separation angle of 45 degrees for signs which are back to back. In all residential districts, double-faced signs shall be parallel.

(R) Signs needing electricity. Signs needing electricity shall be subject to all applicable electrical codes as may be amended. Overhead wiring for such signs is prohibited.

(S) Special sign districts. All general sign regulations shall apply to signs within each of the special sign districts except as specifically noted herein.

(1) Old Village.

(a) Boundary. The boundary of the Old Village Sign District is depicted on the city's official sign district map. Modifications to the district boundary may be completed using the zoning map amendment process.

(b) Illumination. Indirect illumination or reverse lit letters shall be the permitted techniques for lighting all signs within the Old Village Sign District. Other forms of direct illumination are prohibited.

(c) Wall signs.

1. Wall signs in the Old Village Sign District shall not project higher than the parapet line of the wall to which the sign is to be affixed or 15 feet as measured from the base of the building wall to which the sign is affixed, whichever is lower.

2. Wall signs in the Old Village Sign District authorized by a master sign program shall not exceed 20 square feet per business, and all signs shall be visually consistent in location, design, and scale.

(d) Freestanding signs.

1. The area of a freestanding sign in the Old Village Sign District shall not exceed 30 square feet.

2. Freestanding signs in the Old Village Sign District shall not project higher than 6 feet, as measured from the average grade at the base of the sign or grade of the nearest roadway, whichever is lower.

(2) Agricultural Sales District.

(a) Boundary. The Agricultural Sales District shall include all properties zoned agricultural or rural residential.

(b) On-premises sign(s). Independent of the total allowable sign area for an individual property within the agricultural sales district, one or more additional on-premises signs may be erected on a property in conjunction with an operating agricultural sales business subject to the following requirements and restrictions:

1. Agricultural sales businesses utilizing less than 10 acres of land specifically for the growing of agricultural crops for the business are allowed 1 on-premises sign not to exceed 32 gross square feet of advertising surface;

2. Agricultural sales businesses utilizing more than 10 acres of land but less than 40 acres of land specifically for the growing of agricultural crops for the business are allowed 1 or 2 on-premises signs not to exceed 48 gross square feet of advertising surface (with no sign surface exceeding 32 square feet in size);

3. Agricultural sales businesses utilizing more than 40 acres of land specifically for the growing of agricultural crops for the business are allowed 1, 2 or 3 on-premises signs not to exceed 64 gross square feet of advertising surface (with no sign surface exceeding 32 square feet in size);

4. Sign(s) shall be in the form of an allowable sign type in the underlying zoning district;

5. No dimension of any sign shall exceed 15 feet exclusive of supporting structures; and

6. Any illuminated sign shall be illuminated only during those hours when business is open to the public for conducting business.

(c) Temporary off-premises sign(s). Independent of the total allowable sign area for an individual property anywhere within the city, a temporary off-premises sign may be erected on a property in conjunction with an operating agricultural sales business subject to the following requirements and restrictions.

1. Maximum number. Every agricultural sales business shall have no more than 2 off-premises signs at any given time to direct the public to the location of the business.

2. Time frame of use. Temporary off-premises signs may be erected for 45-day time periods no more than 4 times in any given calendar year. The required temporary sign permit shall stipulate the range of dates for each of the 4 allowable time periods in any given calendar year.

3. Size and height. An off-site agricultural sales advertising sign shall not exceed 50 square feet in area and shall not be taller than 10 feet in height.

4. Setbacks. Off-premises signs shall be a minimum of 25 feet from all side property lines, and a minimum of 50 feet from other off-premises advertising signs.

5. Permission required. Applicants for off-premises signs shall acquire permission from the property owner upon whose land the sign is to be erected.

(3) I-94 District.

(a) Boundary. The I-94 district shall include parcels within the BP, GB, HB, CB, and LB zoning districts which meet one of the following criteria:

1. The property is a buildable lot located to the south of Hudson Boulevard and to the north of Interstate 94; or

2. The property's southern boarder abuts Hudson Boulevard, and is not directly north, either wholly or partially, of a developable parcel lying between Hudson Boulevard and Interstate 94.

(b) Permits. Signs in the I-94 District may be erected in conformance with sign regulations governing the underlying zoning district without additional approvals. Signs proposed to conform to the special standards established for the I-94 District shall only be authorized through approval of an interim use permit.

(c) Illumination. All forms of illumination which conform to the general illumination standards for all signs shall be the permitted within the I-94 Sign District.

(d) Maximum total square footage of all sign surfaces. The maximum total square footage of all sign surfaces in the I-94 district shall be dictated by the maximum sign sizes for allowable sign types.

(e) Wall signs. The least restrictive of the following may be used to determine the allowable area for wall signs in the I-94 District:

1. The total area of all wall signs on any wall shall not exceed 10% of the area of the wall with a maximum allowable area of 80 square feet; or

2. The total area of all wall signs on any wall shall not exceed 5% of the area of the wall with a maximum allowable area of 300 square feet.

(f) Freestanding signs. In lieu of a freestanding sign meeting underlying zoning requirements, a building site within the I-94 District may have one freestanding sign within 50 feet of the property line nearest the interstate provided the sign does not exceed 150 square feet per side (300 square feet total) or 30 feet in height. The base of such a sign shall be at least 75% of the width of the sign and be constructed of materials that match those used on the building for which the sign is installed.

(g) Window signs. Window signs in the I-94 district shall not cover more than 1/3 of the window area.

(h) Awning, canopy, and projecting signs. One awning, canopy or projecting sign, in conformance with the underlying zoning requirements for height, location, and maximum size may also be erected for each business on a building site in the I-94 District.

(T) Substitution clause. The owner of any sign which is otherwise allowed by this subchapter may substitute non-commercial speech signs in lieu of any other commercial speech sign or other non-commercial speech sign. The purpose of this provision is to prevent any inadvertent favoring of commercial speech over noncommercial speech, or favoring of any particular noncommercial speech over any other noncommercial speech. This provision prevails over any more specific provision to the contrary.

(U) Temporary signs.

(1) Special events. Temporary signs may be allowed upon issuance of a permit for on-site advertising of special events such as openings and closings, change in management, sales events, or other special occasions. No more than 4 temporary sign permits may be issued in any calendar year for a given destination, and each temporary sign permit shall run for 15 days. Temporary signs for special events shall be subject to the following regulations:

- (a) Only 1 on-premises temporary sign shall be allowed per business or event;
- (b) Temporary signs shall be in the form, of an allowable sign type in the underlying zoning district; and
- (c) Temporary signs shall not exceed 32 square feet in area and shall not be taller than 10 feet in height.

(2) Residential development advertising signs. Independent of the total allowable sign area for individual properties or residences within a residential zoning district, one or more additional ground signs may be erected within a newly established unified residential area development subject to the following:

(a) Minimum development size.

1. Projects of less than 25 acres which create 10 or more dwelling units are allowed 1 on-premises ground sign not to exceed 100 square feet of advertising surface;

2. Projects of 26 through 50 acres which create 10 or more dwelling units are allowed 1 or 2 on-premises ground signs not to exceed 200 aggregate square feet of advertising surface on the project site; and

3. Projects over 50 acres which create ten or more dwelling units are allowed 1, 2, or 3 on-premises ground signs not to exceed 200 aggregate square feet of advertising surface on the project site.

(b) Restrictions.

1. No dimension shall exceed 25 feet exclusive of supporting structures.

2. The sign shall not remain once 90% of the lots in the development have been issued building permits.

3. The permit for the sign must be renewed annually by the Council.

4. Only indirect illumination is permitted and shall only occur during those hours when an on-site sales office or model home is open for conducting business.

(3) Temporary off-premises signs. Temporary off-premises signs may be erected if all of the following criteria are met:

(a) The destination to which the off-premises sign is advertising is a property for sale;

(b) An agent must be present at the destination property for sale, and the property must be open for viewing;

(c) The sign must be located on private property, and permission must have been obtained from the private property owner to erect the temporary sign;

(d) The temporary off-premises sign shall not exceed 6 square feet in size; and

(e) The temporary off-premises sign shall not cause the total square feet of signage on a property to exceed the allowed maximum in the underlying zoning district.

(V) Warning signs. Warning signs which do not exceed the minimum statutory requirements for size and number may be posted, and shall not count towards the overall permitted signage on a given property. Increases in either size or number over minimum statutory requirements shall count

City	Construction Standards	Landscape/Spatial Standards	Design Standards	Other
Bloomington			Monument Sign: One square foot may be added for each linear foot over one hundred (100) feet up to a maximum sign surface area of one hundred-fifty (150) square feet.	Pylon Sign: One square foot may be added for each linear foot over one hundred (100) feet up to a maximum sign surface area of one hundred twenty-five (125) square feet.
Belle Plaine	Highway design shall provide architecture, landscape architecture, and urban design guidelines that provide a complementary aesthetic to the Downtown District and embrace the large-scale nature of highway development.	Freestanding signs must be placed in a landscaped area with vegetation a minimum of 4 feet from the sign in each direction.	Pylon signs must have a pole cover or pylon cover. Pole signs are discouraged.	
Brooklyn Center			Freestanding: Unless set back 10 or more feet from the street right of way line, the supporting column(s) of a freestanding sign exceeding 16 feet in area shall not materially impede vision between a height of 2 ½ and 7	

			½ feet above the centerline grade of the street. Freestanding signs located within the sight triangle shall have a minimum vertical clearance of 10 feet above the centerline grade of the intersecting streets.	
Fridley	Determines allowable signage by lot size. Larger lots result in larger signs.			
Forest Lake	Parcels within 500 feet of I-35 shall be allowed 1 additional freestanding monument or pylon sign. Monument sign bases shall be constructed of similar materials, style, and color as that of the principal building.		To reduce clutter, signage shall be distinct and minimal. No “box” style signs shall be permitted. One sign for multiple residents, a sign plan must be submitted and approved.	One freestanding monument is allowed with a surface not to exceed 100 square feet.
Inver Grove Heights	Signs, billboards and other advertising structures shall be designed and constructed to withstand a wind pressure of not less than thirty (30) pounds per square foot of area, and shall be constructed in a good workmanlike manner so as to be a safe structure and shall be securely fastened so as not to be a hazard to persons or property.			

New Brighton	Signs shall be designed and constructed to meet the standards of the International Building Code. All signs shall be constructed in such a manner and of such material that they shall be safe and substantial. Signs that become unsafe shall be ordered repaired or removed by the City.			The City may determine areas of special control to establish special regulations for signs that are either more restrictive or less restrictive than those provided by this Chapter.
Oakdale			The total sign area of any multi-faced free-standing or projecting wall sign shall not exceed twice the permitted area of a two-sided sign or three times the area of a three-sided sign. All applications for signs of more than two sides shall be reviewed by the Planning Commission and Council.	
Roseville	Signs must be compatible with their surroundings. Signs shall be designed, constructed, installed, and maintained in a manner that does not adversely impact public	No freestanding sign shall be located closer than 5 feet to a property line, roadway easement, or other public easement. Signs must not interfere in any way with the proper functioning	All freestanding signs shall include materials that complement the architectural design/existing building materials, including but not limited to face brick, natural or cut stone, integrally	

	safety or unduly distract motorists. All signs must be maintained by the sign owner in a safe, neat, clean, and attractive condition. A sign must be replaced or refurbished so as to restore the original appearance thereof whenever it begins to fade, chip, or discolor, rust, cease to be in good repair or become unsightly.	or purpose of a traffic sign or signal. No freestanding sign shall be located in the Traffic Visibility Triangle.	colored concrete masonry units/rock faced block, glass, pre-finished metal stucco, factory finished metal panels.	
Shoreview	All sign components shall be kept in a sound structural and attractive condition: replacement of defective, missing, or broken parts, including lighting; periodic cleaning.	Permanent freestanding signs shall have self-supporting structures erected on and permanently attached to concrete foundations.	Signs must be proportioned to the size of, and architecturally compatible with, the structures and other signs on the premises. At least 75 feet between freestanding signs, must be 5 feet from property line.	
Stillwater			<i>Total allowable sign area.</i> The total aggregate sign area allowed on a property for all signs permitted in subparts (a) through (e) above shall be as follows: a minimum of 100 square feet; and at a rate of 15 percent of the building wall area facing a public street, up to a maximum of 300 square feet.	

Woodbury			Freestanding signs shall be attached to a base which is at least 75 percent of the width of the sign but shall not exceed the width of the sign by more than 20 percent. The base shall be constructed of class I materials that match those used on the building for which the sign is installed. If no class I materials are used on the building, class I or II materials shall be used.	
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MAYOR & COUNCIL COMMUNICATION

DATE: May 5, 2015
CONSENT
ITEM # 4

AGENDA ITEM: Old Village Phase 1 Street and Utility Improvements – Resolution restricting parking along the east side of Laverne Avenue North

SUBMITTED BY: Chad Isakson, Project Engineer

THROUGH: Dean A. Zuleger, City Administrator

REVIEWED BY: Jack Griffin, City Engineer
Adam Bell, City Clerk

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.

Approval of this resolution is required for Municipal State Aid money to be applied to the 2015 portion of the Village Street and Utility Improvements.

SUMMARY AND ACTION REQUESTED:

The City Council is respectfully requested to consider approving Resolution No. 2015-30, restricting parking along the east side of Laverne Avenue North from Upper 33rd Street North to Trunk Highway 5. If pulled from consent, the recommended motion for this action is as follows:

“Move to approve Resolution No. 2015-30, Restricting parking along the east side of Laverne Avenue North from Upper 33rd Street North to Trunk Highway 5.”

LEGISLATIVE HISTORY/BACKGROUND INFORMATION:

In 2015, the City intends to reconstruct Laverne Avenue North from Upper 33rd Street North to Trunk Highway 5. The approved 32-foot wide street section design for Laverne Avenue meets Municipal State Aid design standards with an 8-foot parking lane on the west side of the street and with no parking on the east side. State Aid rules require a council resolution restricting parking along the eastern side of the

improved corridor. The resolution must be submitted together with the completed project plans in order to initiate State Aid review and plan approval and before State Aid funds may be expended on the improvement. Parking is currently prohibited along the east side of Laverne avenue, from Upper 33rd Street to Trunk Highway 5, and along the west side of Laverne Avenue from Upper 33rd Street to 36th Street.

RECOMMENDATION:

Staff is recommending that the City Council approve Resolution No. 2015-30, restricting parking along the east side of Laverne Avenue North from Upper 33rd Street North to Trunk Highway 5. If pulled from consent, the recommended motion for this action is as follows:

“Move to approve Resolution No. 2015-30, Restricting parking along the east side of Laverne Avenue North from Upper 33rd Street North to Trunk Highway 5.”

ATTACHMENT(S):

1. Resolution No. 2015-30

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

RESOLUTION NO. 2015-30

**A RESOLUTION RESTRICTING PARKING ALONG THE EAST SIDE OF
LAVERNE AVENUE NORTH FROM UPPER 33RD STREET NORTH TO
TRUNK HIGHWAY 5 FOR S.A.P. 206-106-001**

WHEREAS, the City of Lake Elmo, Minnesota has planned the improvement of Laverne Avenue North, State Aid Route No. 206-106-001 from Upper 33rd Street North to Trunk Highway 5 and,

WHEREAS, the City may be expending Municipal Street Aid Funds on the improvements of this Street; and,

WHEREAS, this improvement does not provide adequate width for parking on the east side of the street; and approval of the proposed construction as a Municipal State Aid Street project must therefore be conditioned upon certain parking restrictions.

NOW, THEREFORE, IT IS HEREBY RESOLVED,

1. That the City Council of the City of Lake Elmo shall ban the parking of motor vehicles on the east side of Laverne Avenue North from Upper 33rd Street North to Trunk Highway 5 at all times.

**ADOPTED BY THE LAKE ELMO CITY COUNCIL ON THE FIFTH DAY OF MAY
2015.**

CITY OF LAKE ELMO

By: _____
Mike Pearson
Mayor

(Seal)

ATTEST:

Adam Bell
City Clerk



MAYOR & COUNCIL COMMUNICATION

DATE: May 5, 2015
REGULAR
ITEM # 5

AGENDA ITEM: Hunter's Crossing 2nd Addition – Final Plat and Set Public Hearing to Vacate Easements

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 The Ryland Group for the second phase of a planned 51 unit residential development to be located on 23.1 acres immediately east of Lake Elmo Avenue approximately ¼ mile north of Interstate 94. The final plat will include 29 single-family lots located within the southern portion of the overall subdivision area.

Staff is also recommending that the City Council also adopt a related resolution calling for a public hearing to vacate a public roadway and utility easement and drainage and drainage and utility easements that were approved either prior to or as part of the first addition. The road dedications and easements within the second addition final plat will take precedent over these prior easements.

The Planning Commission considered the final plat at its April 13, 2015 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 the same meeting. The agreement will include a detailed accounting of any development costs that will be the responsibility of the developer and/or the City. Ryland has previously paid the Water Availability Charge (WAC) for the entire development as part of the first addition.

SUMMARY AND ACTION REQUESTED: The City Council is being asked to consider a final plat request from The Ryland Group for final plat approval of the second phase of the Hunter's Crossing residential subdivision. The area to be platted represents a little over half of the lots that were approved with the preliminary plat, and will include 29 single-family lots. All outlots for storm water management facilities, trails, and other common features were previously approved as part of the initial final plat. The City approved the Hunter's Crossing Preliminary Plat on July 1, 2014, and the final plat represents the southern portion of the overall area to be subdivided. The applicant has provided a detailed project narrative (attached) that provides summary of the request with information updated from the preliminary plat review where appropriate.

The Planning Commission considered this matter at its April 13, 2015 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. 2015-31 approving the final plat for Hunters Crossing 2nd Addition”

The City Council is further requested to approve Resolution No. 2015-32, a resolution calling for a public hearing to vacate a public roadway and utility easement and drainage and utility easements by taking the following action:

“Move to approve Resolution No. 2015-32, A Resolution Calling for a Public Hearing to Vacate a Public Roadway and Drainage and Utility Easements”

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 July 1, 2014, and this approval included a series of conditions that must be met by the applicant. 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 April 13, 2015 meeting and recommended approval with all conditions as recommended by Staff.

The Commission generally discussed the issues associated with landscaping throughout the development and the lighting to be used within the subdivision. The Commission also recommended that the findings be updated to reflect that compliance with certain issues

identified in the Staff report were necessary for the plat to comply with all applicable City standards and ordinances.

The Planning Commission adopted a motion to recommend approval of the final plat consistent with the findings as noted in the attached Resolution No. 2015-31 and including all conditions of approval as listed in the resolution. The vote on the motion was unanimous (7 ayes, 0 nays).

LEGISLATIVE HISTORY/ROAD AND EASEMENT VACATION: Prior to the platting of Hunters Crossing, the property owners provided an easement to the City for roadway and utility purposes in order for the sanitary sewer trunk line to be installed within this easement. Now that the Hunters Crossing development is moving forward, the trunk sewer line will be located within the platted right-of-way for 5th Street, and this older easement is no longer necessary. In addition, the first addition final plat included a blanket drainage and utility easement over all of Outlot C, which is now being replatted into the second addition. This easement will need be removed in order to allow the final plat to be recorded, and the second addition final plat will include separate drainage and utility easements for each lot consistent with the City's Subdivision Ordinance.

Pursuant to Minn. Stat. §§ 412.861 and 462.358, subd. 7, a city may vacate a public utility easement in the same manner as vacating streets. By law, in order to vacate a recorded easement, Council must hold a public hearing on the vacation and then pass a resolution vacating the easement. Presently before the council is a resolution calling for the required public hearing. Notice of the hearing is required to be published and posted by the City Clerk at least two weeks prior to the hearing and mailed by the City Clerk to affected property owners at least 10 days prior to the hearing. The soonest that a public hearing can be held is on June 2, 2015 at 7:00 p.m.

BACKGROUND INFORMATION (SWOT):

- | | |
|----------------------|--|
| Strengths | <ul style="list-style-type: none">• The proposed plat is consistent with preliminary plat subject to the conditions being recommended by Staff and the Planning Commission. |
| Weaknesses | <ul style="list-style-type: none">• 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 | <ul style="list-style-type: none">• The plat includes the additional sanitary sewer connections into the Cottage Grove Sewer Interceptor.• The plat will connect to the water main constructed by the City within Lake Elmo Avenue. |
| Threats | <ul style="list-style-type: none">• In order to complete 5th Street, the adjacent property owner or City will need to bring a project forward. No adjacent property will be able to develop without constructing the northern half of 5th Street in this area. |

RECOMMENDATION: The Planning Commission and Staff are recommending that the City Council approve the final plat for Hunter's Crossing 2nd Addition with 9 conditions of approval. The suggested motion to adopt the Planning Commission recommendation is as follows:

“Move to adopt Resolution No. 2015-31 approving the final plat for Hunter's Crossing 2nd Addition”

Staff is further recommending that the City Council approve Resolution No. 2015-32, a resolution calling for a public hearing to vacate a public roadway and utility easement and drainage and utility easements by taking the following action:

“Move to approve Resolution No. 2015-32, A Resolution Calling for a Public Hearing to Vacate a Public Roadway and Drainage and Utility Easements”

ATTACHMENTS:

1. Resolution No. 2015-31
2. Resolution No. 2015-32
3. Public Hearing Notice
4. Planning Commission Staff Report – 4/13/15
5. Application Form
6. Application Narrative
7. City Engineer Review Letters – 4/2/15 and 4/3/15
8. Hunter's Crossing Final Plat
9. Construction Plans: Utility and Street Construction
10. Final Landscape Plans
11. 5th Street Construction Plans (Partial – Full Plans Available Online)
12. Application Form – Easement Vacation
13. Roadway Easement Vacation Description
14. Drainage and Utility Easement Vacation Description

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

RESOLUTION NO. 2015-31

A RESOLUTION APPROVING A FINAL PLAT FOR HUNTER'S CROSSING 2ND ADDITION

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

WHEREAS, The Ryland Group, 7599 Anagram Drive, Eden Prairie, MN (Applicant) has submitted an application to the City of Lake Elmo (City) for a Final Plat for Hunter's Crossing 2nd Addition, 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 June 23, 2014 to consider the Hunter's Crossing Preliminary Plat; and

WHEREAS, the Lake Elmo Planning Commission submitted its report and recommendation concerning the Preliminary Plat as part of a memorandum to the City Council for the July 1, 2014 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 July 1, 2014 meeting and adopted Resolution No. 2014-053 approving the Preliminary Plat; and

WHEREAS, the Lake Elmo Planning Commission met on April 13, 2015 to review the Final Plat for Hunter's Crossing consisting of 29 single-family detached residential lots; and

WHEREAS, on April 13, 2015 the Lake Elmo Planning Commission adopted a motion to recommend that the City Council approve the Final Plat for Hunter's Crossing with conditions; and

WHEREAS, the City Council reviewed the recommendation of the Planning Commission and the Final Plat for Hunter's Crossing at a meeting held on May 5, 2015; 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 Hunters Crossing 2nd Addition consists of the creation of 29 single-family detached residential structures.
- 4) That the Hunters Crossing 2nd Addition Final Plat is consistent with the Preliminary Plat and Plans as approved by the City of Lake Elmo on July 1, 2014.
- 5) That the Hunters Crossing 2nd Addition Final Plat is consistent with the Lake Elmo Comprehensive Plan and the Future Land Use Map for this area.
- 6) That the Hunters Crossing 2nd Addition Final Plat complies with the City's Urban Low Density Residential zoning district regulations.
- 7) That the Hunters Crossing 2nd Addition Final Plat complies with all other applicable zoning requirements, including the City's landscaping, storm water, sediment and erosion control and other ordinances with the exception of issues identified in the April 13, 2015 Staff report to the Planning Commission.
- 8) That the Hunters Crossing 2nd Addition Final Plat complies with the City's subdivision ordinance.
- 9) That the Hunters Crossing 2nd Addition Final Plat is consistent with the City's engineering standards with the plan revisions as requested by the City Engineer in his review comments to the City dated April 2 and April 3, 2015.

CONCLUSIONS AND DECISION

NOW, THEREFORE, BE IT RESOLVED THAT the City Council does hereby approve the Final Plat for Hunters Crossing 2nd Addition 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 Hunters Crossing 2nd Addition and 5th Street Construction plans requested by the City Engineer in review letters dated 4/2/15 and 4/3/15 shall be incorporated into these documents before they are approved.
- 2) 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.
- 3) 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.
- 4) A Common Interest Agreement concerning management of the common areas of Hunter's Crossing 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

- 5) The final landscape plan shall be subject to review and approval by the Community Development Director.
- 6) The final construction plans for 5th street shall include the construction of all improvements within the Lake Elmo Avenue (CSAH 17) right-of-way as required by Washington County and further described in the review letter received from the County dated September 2, 2014.
- 7) The developer is encouraged to incorporate elements from the Lake Elmo Theming Study into the final design of the community mailboxes within Hunter's Crossing.
- 8) The developer shall 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 (or trails) by the City. Any cash payment in lieu of land dedication shall be pro-rated based on the percentage of the overall lots to be platted within the subdivision and shall be paid by the applicant prior to the release of the final plat for recording.
- 9) The applicant shall deed Outlot A, to the City upon recording of the final plat.

Passed and duly adopted this 5th day of May 2015 by the City Council of the City of Lake Elmo, Minnesota.

Mike Pearson, Mayor

ATTEST:

Adam Bell, City Clerk

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

RESOLUTION NO. 2015-32

A RESOLUTION SETTING A PUBLIC HEARING ON A VACATION

**THE CITY COUNCIL OF THE CITY OF LAKE ELMO, MINNESOTA DOES HEREBY
RESOLVE AS FOLLOWS:**

WHEREAS, the City Council pursuant to Minnesota Statute § 412.861 desires to consider the vacation of Drainage and Utility Easements on the subject property legally described as:

HUNTER'S CROSSING 1ST ADDITION, according to the recorded plat thereof, Washington County, Minnesota; and

WHEREAS, that said drainage and utility easement located in the City of Lake Elmo, County of Washington, State of Minnesota is described as follows, to-wit:

Drainage and utility easement over all of Outlot C, HUNTER'S CROSSING 1ST ADDITION, according to the recorded plat thereof, Washington County, Minnesota, as delineated and dedicated on said HUNTER'S CROSSING 1ST ADDITION.

; and furthermore

WHEREAS, the City Council pursuant to Minnesota Statute § 412.861 desires to consider the vacation of a Permanent Public Roadway and Utility Easement on the subject property legally described as:

Lots 1, 2, and 3, Block 2, Lots 1, 2, 3, and 4, Block 4, and Outlots D and E, HUNTERS CROSSING 1ST ADDITION, according to the recorded plat thereof, Washington County, Minnesota.

; and

WHEREAS, that said public roadway and utility easement located in the City of Lake Elmo, County of Washington, State of Minnesota is described as follows, to-wit:

That part of a 120.00 foot wide easement for public roadway and utility purposes created by document number 3967889, lying over, under, and across Lots 1, 2, and 3, Block 2, Lots 1, 2, 3, and 4, Block 4, and Outlots D and E, HUNTERS CROSSING 1ST ADDITION, according to the recorded plat thereof, Washington County, Minnesota.

The centerline of said easement is described as follows:

Commencing at the West Quarter corner of section 36, township 29 North, Range 21 West, Washington County, Minnesota; thence on an assumed bearing of South 00 degrees 02 minutes 54 seconds West along the west line of the Northwest Quarter of the Southwest

Quarter of said Section 36, a distance of 41 4.09 feet to the point of beginning of said centerline; thence North 89 degrees 48 minutes 29 seconds East, a distance of 238.45 feet; thence southeasterly a distance of 176 .86 feet along a tangential curve concave to the southwest having a radius of 667.00 feet and a central angle of 15 degrees 11 minutes 34 seconds; thence South 74 degrees 59 minutes 57 seconds East tangent to said curve, a distance of 50.99 feet; thence southeasterly a distance of 176.87 feet along a tangential curve concave to the northeast having a radius of 667.00 feet and a central angle of 15 degrees 11 minutes 37 seconds; thence North 89 degrees 48 minutes 26 seconds East tangent to said curve, a distance of 77.17 feet; thence southeasterly a distance of 440.75 feet along a tangential curve concave to the southwest having a radius of 667.00 feet and a central angle of 37 degrees 51 minutes 38 seconds; thence South 52 degrees 19 minutes 56 seconds East tangent to said curve, a distance of 51.70 feet; thence southeasterly a distance of 173.84 feet along a tangential curve, concave to the northeast, having a radius of 667.00 feet and a central angle of 14 degrees 55 minutes 58 seconds, to the east line of said Northwest Quarter of the Southwest Quarter and there terminating.

The sidelines of said easement shall be prolonged or shortened to terminate on said east line of the Northwest Quarter of the Southwest Quarter.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAKE ELMO, COUNTY OF WASHINGTON, MINNESOTA:

1. The Council will consider the vacation of such Easements and a public hearing shall be held on such proposed vacation on the 2nd day of June, 2015, before the City Council in the City Hall located at 3800 Laverne Avenue North, Lake Elmo, MN 55042 at 7:00 p.m.
2. The City Clerk is hereby directed to give published, posted and mailed notice of such hearing as required by law.

ADOPTED BY THE LAKE ELMO CITY COUNCIL ON THE FIFTH DAY OF MAY, 2015.

CITY OF LAKE ELMO

(Seal)

ATTEST:

By: _____
Mike Pearson
Mayor

Adam Bell
City Clerk

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

**NOTICE OF PUBLIC HEARING ON VACATION OF EASEMENTS PURSUANT TO
MINNESOTA STATUTE § 412.861**

NOTICE IS HEREBY GIVEN that a hearing will be held before the City Council on the 2nd day of June, 2015, in the City Hall located at 3800 Laverne Avenue North, Lake Elmo, MN 55042 at 7:00 p.m. to consider a proposed vacation of Drainage and Utility Easements on the subject property legally described as:

HUNTER'S CROSSING 1ST ADDITION, according to the recorded plat thereof, Washington County, Minnesota; and

that said drainage and utility easement located in the City of Lake Elmo, County of Washington, State of Minnesota is described as follows, to-wit:

Drainage and utility easement over all of Outlot C, HUNTER'S CROSSING 1ST ADDITION, according to the recorded plat thereof, Washington County, Minnesota, as delineated and dedicated on said HUNTER'S CROSSING 1ST ADDITION.

and furthermore the vacation of a Permanent Public Roadway and Utility Easement on the subject property legally described as:

Lots 1, 2, and 3, Block 2, Lots 1, 2, 3, and 4, Block 4, and Outlots D and E, HUNTERS CROSSING 1ST ADDITION, according to the recorded plat thereof, Washington County, Minnesota; and

that said public roadway and utility easement located in the City of Lake Elmo, County of Washington, State of Minnesota is described as follows, to-wit:

That part of a 120.00 foot wide easement for public roadway and utility purposes created by document number 3967889, lying over, under, and across Lots 1, 2, and 3, Block 2, Lots 1, 2, 3, and 4, Block 4, and Outlots D and E, HUNTERS CROSSING 1ST ADDITION, according to the recorded plat thereof, Washington County, Minnesota.

The centerline of said easement is described as follows:

Commencing at the West Quarter corner of section 36, township 29 North, Range 21 West, Washington County, Minnesota; thence on an assumed bearing of South 00 degrees 02 minutes 54 seconds West along the west line of the Northwest Quarter of the Southwest Quarter of said Section 36, a distance of 41 4.09 feet to the point of beginning of said centerline; thence North 89 degrees 48 minutes 29 seconds East, a distance of 238.45 feet; thence southeasterly a distance of 176 .86 feet along a tangential curve concave to the southwest having

a radius of 667.00 feet and a central angle of 15 degrees 11 minutes 34 seconds; thence South 74 degrees 59 minutes 57 seconds East tangent to said curve, a distance of 50.99 feet; thence southeasterly a distance of 176.87 feet along a tangential curve concave to the northeast having a radius of 667.00 feet and a central angle of 15 degrees 11 minutes 37 seconds; thence North 89 degrees 48 minutes 26 seconds East tangent to said curve, a distance of 77.17 feet; thence southeasterly a distance of 440.75 feet along a tangential curve concave to the southwest having a radius of 667.00 feet and a central angle of 37 degrees 51 minutes 38 seconds; thence South 52 degrees 19 minutes 56 seconds East tangent to said curve, a distance of 51.70 feet; thence southeasterly a distance of 173.84 feet along a tangential curve, concave to the northeast, having a radius of 667.00 feet and a central angle of 14 degrees 55 minutes 58 seconds, to the east line of said Northwest Quarter of the Southwest Quarter and there terminating.

The sidelines of said easement shall be prolonged or shortened to terminate on said east line of the Northwest Quarter of the Southwest Quarter.

Dated this Fifth day of May, 2015.

SIGNED BY:

By: _____
Adam Bell
Clerk



PLANNING COMMISSION
DATE: 4/13/15
AGENDA ITEM: 5A – BUSINESS ITEM
CASE # 2015-13

ITEM: Hunter's Crossing 2nd Addition Final Plat

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 The Ryland Group for the second (and final) phase of a planned 51 unit residential development to be called Hunter's Crossing. The proposed subdivision is located within the original 23.10 acre parcel immediately east of Lake Elmo Avenue and approximately ¼ mile north of Interstate 94. The final plat includes 29 single-family lots located within the southern portion of the overall subdivision area. Staff is recommending approval of the request subject to compliance with the conditions listed in this report.

GENERAL INFORMATION

Applicant: The Ryland Group (Tracey Rust), 7599 Anagram Drive, Eden Prairie, MN

Property Owners: The Ryland Group (Tracey Rust), 7599 Anagram Drive, Eden Prairie, MN

Location: Part of Section 36 in Lake Elmo, north of I-94, east of Lake Elmo Avenue, and south of the Cimarron Golf Course property. North of 275 Lake Elmo Avenue North. PID Number 36.029.21.32.0033

Request: Application for final plat approval of a 29 unit residential subdivision to be named Hunter's Crossing 2nd Addition.

Existing Land Use and Zoning: Larger platted outlot within the Hunters Crossing preliminary plat are – undeveloped land. Current Zoning: LDR – Low Density Residential

Surrounding Land Use and Zoning: North – Hunters Crossing (first phase), vacant land, and Cimarron Manufactured Home Park; East – Trans-City industrial building; West – The Forest residential subdivision; South – currently vacant/agricultural but future site of proposed Air Lake Development business park; also two existing home sites located adjacent to development along Lake Elmo Avenue

Comprehensive Plan: Urban Low Density Residential (2.5 – 3.99 units per acre)

History: Sketch Plan reviewed by Planning Commission on 9/23/13. The site has historically been used for a golf driving range and practice facility. The City approved a

Conditional Use Permit for the driving range in 1990, and this permit, which is no longer valid, has been amended at least twice since this date. At some point in the past, the home in the extreme northwestern portion of the site (and outside the area to be platted) was split off from the larger parcel. The preliminary plat was approved by the City Council on July 1, 2014, and the final plat for the first phase of Hunters Crossing was approved on September 16, 2014.

Deadline for Action: Application Complete – 3/9/15
60 Day Deadline – 5/9/15
Extension Letter Mailed – No
120 Day Deadline – 7/9/15

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 The Ryland Group for final plat approval of the second phase of the Hunter's Crossing residential subdivision. The area to be platted represents a little over half of the lots that were approved with the preliminary plat, and will include 29 single-family lots. All outlots for storm water management facilities, trails, and other common features were previously approved as part of the initial final plat. The City approved the Hunter's Crossing Preliminary Plat on July 1, 2014, and the final plat represents the southern portion of the overall area to be subdivided. The applicant has provided a detailed project narrative (attached) that provides summary of the request with information updated from the preliminary plat review where appropriate.

Hunters Crossing 2nd Addition will be located south of the first subdivision phase, which is situated immediately adjacent to the planned 5th Street minor collector route. The second addition will complete the planned looped road through the development and tie back into the portion of Laverne Avenue North that eventually connects to 5th Street. There have been no changes to the arrangement or location of lots as depicted on the preliminary plat.

When the applicant submitted the final plat for the first addition of Hunters Crossing, the associated construction plans did not include any portion of 5th Street that is planned along the northern boundary of the platted area. The developer asked to use an existing private access into the development for the first phase with the understanding that his temporary access road would be eliminated when the second phase was constructed. The second addition plans include the construction of 5th Street, which as proposed, would be split into two project phases so that the applicant could build the southern portion of the road at the same time as the Hunters Crossing 2nd Addition improvements. Lennar, which is planning to build townhouses on the property north of Hunters Crossing, cannot develop its land without the 5th Street improvements in place or under construction.

The 5th Street project is unique because the right-of-way for 5th Street straddles the boundary between the Ryland property to the south and the land that Lennar will be developing for townhouses to the north. Both parties have stated that they would prefer to build 5th Street as one project and share the costs for this construction rather than building half of the road with each development. In order to keep the Hunters Crossing project moving forward, Staff has previously agreed to allow the split

construction of 5th Street, but is strongly recommending that both parties reach agreement to build the entire road in one phase. In either case, the applicant will be providing public access to Hunters Crossing via 5th Street with this plat and will need to eliminate the private access road along Lake Elmo Avenue once 5th Street is open for traffic. Please note that the City's preliminary plat approval authorized the use of this temporary access to serve up to 25 lots. Because the 2nd Addition will include the construction of 5th Street, this condition will be met with the City's acceptance of all final plat improvements. Washington County does expect the temporary access to be eliminated once 5th Street is in place.

Consistent with the approved preliminary plat, the final plat does not include either of the two exception parcels along Lake Elmo Avenue, both of which will be provided with potential future connections to the streets internal to Hunters Crossing. As depicted in the attached plans, the southwest exception parcel will have access to Langley Avenue North via Outlot A; access to the other exception parcel was platted as part of the first addition. In both cases, these parcels will still be allowed to access Lake Elmo Avenue until they are redeveloped at some point in the future (both are guided for Medium Density Residential development).

The applicant has provided an updated landscape plan for both the first and second additions that addresses previous review comments from the City's landscape architecture consultant. Staff is waiting for final approval of these plans from the consultant, which are expected to meet the developer's requirements for landscaping within the overall project area. In terms of public park land dedication, the preliminary plat was approved without the dedication of land and the City and developer agreed to a cash payment in lieu of any land dedication (minus a credit for the construction of a public trail within the project area). The developer's agreement for the first addition allowed the developer to divide the cash payments to the City between the two project phases.

The grading plans for the first addition included the mass grading work for the portion of the site that is being platted as the second addition; therefore, the submitted construction plans do not duplicate and work that was previously approved by the City. The applicant has submitted detailed construction plans related to sanitary sewer, water main, storm sewer, landscaping, and other details that have been reviewed by City Staff.

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 Hunters Crossing 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.

The City's zoning map for all of the area included in the preliminary plat for Hunters Crossing 2nd Addition has previously been updated to be consistent with the City's Comprehensive Plan. All of the site is zone LDR – Urban Low Density Residential, and the proposed lots, setbacks, streets, and other plan elements have been found to be consistent with the LDR district requirements.

Staff has reviewed the final plat and found that it is consistent with the preliminary plat that was approved by the City. Please note that the final plat now includes proposed street names as recommended by the Planning Department. The City Engineer has reviewed the construction plans plat, and these comments are attached to this report. Although there are some additional revisions to these plans that will need to be addressed by the applicant, all of these revisions can be made before the City releases the final plat for recording.

REVIEW AND ANALYSIS

The preliminary plat for Hunters Crossing was approved with several conditions, which are indicated below along with Staff's comments on the status of each. The applicant has also provided overall narrative for the project with additional details concerning the work that will be performed within the 2nd Addition. Staff is recommending approval of the final plat with conditions intended to address the outstanding issues that will require additional review and/or documentation. In order to assist the Planning Commission with its review, Staff is also including a summary the critical issues that need to be resolved for the subdivision to move forward.

Critical Issues Summary:

- 1) The developer has submitted construction plans for 5th Street that splits the project into two distinct phases (north and south). This would allow the project to move forward in case the two developers with parcels adjacent to 5th Street, Ryland and Lennar, cannot reach agreement to build the entire road as one project. Both parties have indicated that they intend to work together on this project, and Staff will continue to help facilitate a joint project as needed.
- 2) Washington County has previously submitted comments concerning the improvements necessary within the Lake Elmo Avenue right-of-way at 5th Street. These improvements will need to be incorporated into the final construction plans for 5th Street and the developer has consented to make any improvements as required by the County.
- 3) All other recommended conditions of approval relate to final details that must be addressed by the applicant and can be handled prior to release of the final plat for recording.

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; and b) the applicant shall pay all fees associated with the preliminary plat. 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) title work has previously been submitted and reviewed by the City Attorney; 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.*
- 2) The landscape plan and tree preservation 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. *Comment: the applicant has submitted an updated landscape plan for both the first and second phases of Hunters Crossing that addresses previous comments from the City. The updated plans are being reviewed by the City's landscape consultant and will need to be finalized before landscape work commences on the site.*
- 3) The final landscape plan shall incorporate additional planting where feasible adjacent to the shared property lines with the parcels at 404 and 275 Lake Elmo Avenue North. *Comments: The final landscape plan includes additional plantings along the southwestern property boundary. The number of plantings along the northwestern property boundary is similar to the*

preliminary plat; however, the location of the future access in this location (Outlot B) limits the developer's ability to add substantially more plantings along this boundary.

- 4) The applicant shall be responsible for updating the final construction plans to include the construction of all improvements within the Lake Elmo Avenue (CSAH 17) right-of-way as required by Washington County and further described in the review letter received from the County dated June 17, 2014. The required improvements shall include, but not be limited to the construction of a northbound right turn lane and southbound center turn lane. *Comments: The 5th Street Plans will need to be update to address all review comments from Washington County. The developer will need to secure a permit from the County to make the proposed connection to Lake Elmo Avenue from 5th Street.*
- 5) 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 Valley Branch Watershed District 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. Grading work has commenced under this permit.*
- 6) 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; the declarations and HOA documents were recorded with the first addition final plat. A maintenance agreement and evidence that the HOA has been established should be retained as a condition of approval for the final plat.*
- 7) 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: The applicant will be required to pay the required fee in lieu of land dedication to recording the final plat. Because the project is being split into at least two final plats, the park fees will be pro-rated based on the percentage of lots being platted within the overall development.*
- 8) Any land under which paved public trails are located will be accepted as park land provided the developer constructs said paved trails as part of the public improvements for the subdivision. *Comments: Staff is recommending that this condition be merged with the above condition for the final plat.*
- 9) The temporary access to Lake Elmo Avenue must be eliminated when access to 5th Street is provided. The City will not issue building permits for more than 25 lots within Hunter's Crossing until such time that the temporary access is closed. *Comments: With this condition in place, the developer will be able to build out all homes in the first addition and three additional homes in the second addition (or some other combination to reach 25 homes) before 5th Street is completed and accepted by the City.*

- 10) 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: Grading work on the site has been completed under the plans approved with the first addition.*
- 11) All required modifications to the plans as requested by the City Engineer in a review letter dated May 23, 2014 shall be incorporated into the plans prior to consideration of a final plat. *Comments: Revised plans have been submitted for review, and the attached comments from the City Engineer provide a response to the updated plans. All final revisions and modifications as requested by the City Engineer must be addressed by the applicant before the plat will be released for recording. The majority of the Engineer's comments will require minor modifications to the plans and specifications and are not unusual at this detailed level of review. Please note that the City Engineer's review included both the final plat and the related construction plans for 5th Street. The City Engineer did not have any final plat review comments.*
- 12) The applicant is encouraged to preserve or re-use as many trees as possible that are currently located on the property and to incorporate these trees as part of the landscape plan for the subdivision. *Comments: Given the tight confines of the project area and the need to meet City and watershed district storm water requirements, there are relatively few opportunities to incorporate existing trees into the development. The applicant has stated that they will preserve or re-use trees if possible.*
- 13) The applicant shall provide written consent from the adjacent property owner to the north agreeing to the grading and storm sewer work depicted on this property. *Comments: The applicant has stated that they will work with this property owner if any grading is necessary to construct the 5th Street improvements. Because Lennar Homes will be submitted a preliminary plat on this parcel later this spring, the required grading work and/or easements to facility grading on this site will be provided as part of a Lennar subdivision.*
- 14) Water improvements must be available to serve the subdivision. *Comments: Water service has been extended to the site as part of a public improvement project. Ryland has previously agreed to pay the Water Availability Charge for the entire development prior to recording the first phase final plat.*
- 15) The applicant shall pay a Water Availability Charge consistent with the Lake Elmo Fee Schedule for the entire development prior to the release of the final plat for recording, regardless of project phasing. *Comments: Please see note above.*

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 letters identify several issues that need to be addressed by the developer in order for the City to deem the final plans complete; however, all of these concerns are related to the construction plans and will 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 Hunters Crossing 2nd Addition and 5th Street Construction plans requested by the City Engineer in review letters dated 4/2/15 and 4/3/15 shall be incorporated into these documents before they are approved.
- 2) 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.
- 3) 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.
- 4) A Common Interest Agreement concerning management of the common areas of Hunter's Crossing 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.
- 5) The final landscape plan shall be subject to review and approval by the Community Development Director.
- 6) The final construction plans for 5th street shall include the construction of all improvements within the Lake Elmo Avenue (CSAH 17) right-of-way as required by Washington County and further described in the review letter received from the County dated September 2, 2014.
- 7) The developer is encouraged to incorporate elements from the Lake Elmo Theming Study into the final design of the community mailboxes within Hunter's Crossing.
- 8) The developer shall 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 (or trails) by the City. Any cash payment in lieu of land dedication shall be pro-rated based on the percentage of the overall lots to be platted within the subdivision and shall be paid by the applicant prior to the release of the final plat for recording.
- 9) The applicant shall deed Outlot A, to the City upon recording of the final plat.

DRAFT FINDINGS

Staff is recommending that the Planning Commission consider the following findings with regards to the proposed Hunters Crossing 2nd Addition Final Plat:

- That the Hunters Crossing 2nd Addition final plat is consistent with the Lake Elmo Comprehensive Plan and the Future Land Use Map for this area.
- That the Hunters Crossing 2nd Addition final plat complies with the City's Urban Low Density Residential zoning districts.
- That the Hunters Crossing 2nd Addition final plat complies with all other applicable zoning requirements, including the City's landscaping, storm water, sediment and erosion control and other ordinances with the exceptions as noted in the above report.
- That the Hunters Crossing 2nd Addition final plat complies with the City's subdivision ordinance.
- That the Hunters Crossing 2nd Addition final plat is consistent with the City's engineering standards provided the plans are updated to address the City Engineer's comments documented in a letters dated April 2 and April 3, 2015.

RECCOMENDATION:

Staff recommends that the Planning Commission recommend approval of the Final Plat for Hunters Crossing 2nd Addition with the 9 conditions of approval as listed in the Staff report. Suggested motion:

“Move to recommend approval of the Hunters Crossing 2nd Addition Final Plat with the 9 conditions of approval as drafted by Staff”

ATTACHMENTS:

1. Application Form
2. Application Narrative
3. City Engineer Review Letters – 4/2/15 and 4/3/15
4. Hunter's Crossing Final Plat
5. Construction Plans: Utility and Street Construction
6. Final Landscape Plans
7. 5th Street Construction Plans (Partial – Full Plans Available Online)

ORDER OF BUSINESS:

- Introduction Planning Staff
- Report by Staff Planning Staff

- Questions from the Commission Chair & Commission Members
- Public Comments Chair
- Discussion by the Commission Chair & Commission Members
- Action by the Commission Chair & Commission Members

MEMORANDUM

FOCUS ENGINEERING, inc.

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

Date: April 2, 2015

To: Kyle Klatt, Planning Director
Cc: Jack Griffin, P.E., City Engineer
From: Ryan Stempski, P.E., Assistant City Engineer

Re: Hunters Crossing 2nd Addition
Construction Plan Review

An engineering review has been completed for the Hunters Crossing 2nd Addition. The submittal and review consisted of the following documentation prepared by Pioneer Engineering:

- Hunters Crossing 2nd Addition Final Plat, not dated.
- Construction Plans dated December 23, 2014 with a print date of March 5, 2015.
- Storm Sewer Chart dated July 25, 2014.

NOTE: A plan review for the 5th Street Construction Plans will be provided with a separate review memorandum.

STATUS/FINDINGS: Comments have been provided to direct plan corrections necessary for final construction plan approval. When submitting revised plans, please provide a point by point response letter that details the changes made to the plans.

GENERAL PLAN REQUIREMENTS AND FINAL PLAT:

- No final plat changes have been identified from an infrastructure
- The City has updated City Standard Plan Notes, Details and Specifications for use in 2015 construction. These documents will be provided by the City to be incorporated in the Final Construction Plans.
- The Plans must be revised to provide consistent use of line types, bold type and shade lines for a consistent depiction of existing improvements, record drawing information and proposed improvements.
- Revise 3rd Street N street name on all sheets to match the Final Plat of Hunters Crossing 2nd Addition.

SANITARY SEWER PLAN:

- Sheet 2 – Add a note to EX-MH-2-1 to relocate the off road structure marker to a minimum 2 feet off the bituminous trail.
- Sheet 4 – Use as-built data at EX-MH-3 to label slope and invert to proposed MH-31 and MH-32.
- Sheet 4 – Use as-built data at EX-MH-2 to label slope and invert to proposed MH-41.
- Sheet 4 – Correct stationing of proposed service crossing and add risers for all services deeper than 15 feet from EX-MH-2 to MH-41.

WATERMAIN PLAN:

- Sheet 4 – 3rd Street N watermain must be relocated the north side of the street per City Design Standards.
- Sheet 4 – Revise 6-inch gate valve to 8-inch gate valve and remove reducer for the Outlot A watermain stub.

STORM SEWER PLAN:

- Update Storm Sewer Chart to be consistent with the Plan.
- Standard Detail No. 404 must be included in the Plan.
- Sheet 5 – Extend draitile out of CBMH 221 and CB 222 to a minimum distance of 100 feet for each run.
- Sheet 6 – Include draitile with clean outs from CB-205 and CB-206 to the west 100' with clean outs.
- Sheet 6 – Terminate the draitile at 50 feet that runs east out of CB-203A and CB-203B. (This is the location of the high point in the street profile.)
- Sheet 6 – Extend draitile out of CBMH 202 to a minimum 100 feet in each direction.
- Sheet 7 – Add label and invert elevation for FES-250 in profile.

STREET AND TRAIL PLAN:

- Street widths (back of curb to back of curb), cul-de-sac radii and radii at all intersections must be clearly labeled on the Plan.
- Update street and trail plan sheets with all draitile comments provided for the STORM SEWER PLAN.
- Sheet 10 – Add a note to EX-MH-2-1 (STA 2+30) to relocate the off road structure marker to a minimum 2 feet off the bituminous trail.

LANDSCAPING, LIGHTING, SIGNING & STRIPING PLAN:

- The Landscape Plan comments provided by the City's Landscape Architect must be addressed prior to final approval of the Plan Set for construction.
- Include the proposed private utility conduit crossing locations on the Plan.
- "No Parking" signs must be revised to MMUTCD Type R8-3A.

MEMORANDUM

FOCUS ENGINEERING, inc.

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

Date: April 3, 2015

To: Kyle Klatt, Planning Director
Cc: Jack Griffin, P.E., City Engineer
From: Ryan Stempski, P.E., Assistant City Engineer
Re: 5th Street North Utility & Street
Construction Plan Review
(Hunters Crossing 2nd Addition)

An engineering review has been completed for the 5th Street North Utility and Street Construction Plans. The submittal and review consisted of Construction Plans dated February 27, 2015 (Printed March 6, 2015) prepared by Pioneer Engineering.

STATUS/FINDINGS: Comments have been provided to direct plan corrections necessary for final construction plan approval. When submitting revised plans, please provide a point by point response letter that details the changes made to the plans.

GENERAL PLAN REQUIREMENTS:

- The City has updated City Standard Plan Notes, Details and Specifications, dated March 2015, for use in 2015 construction. Please incorporate the updated standards in the Final Construction Plans.
- Plan Notes are to be located on the applicable plan sheets and removed from the detail sheets.

SANITARY SEWER & WATERMAIN PLAN:

- Sheet 8 – Revise the sanitary sewer stub to PVC C900 material.
- Sheet 8 – Add plan note to tie all watermain stubs for a minimum two pipe segments.
- Sheet 8 – Add dimension for a minimum 7.5 feet of cover over the proposed watermain in the profile.

STORM SEWER PLAN:

- Sheet 5 – Revise the Phase 1 Removal Plan to indicate the removal of the existing stand pipe and culverts at the 5th Street and Lake Elmo Avenue intersection.
- Sheet 10 – Drintile extensions must be a minimum of 100 feet. Revise drintile length from CB-356 to a minimum of 100 feet.
- Sheet 10 – Additional drintile extensions are needed along 5th Street to facilitate subbase drainage. Add a minimum 100 feet of drintile to the west from CBMH 301, CB-311, CBMH 341 and CB-345.
- Sheet 10 – Proposed culvert pipe from FES-401 to FES-402 must be increased to a minimum 15 inches in diameter.
- Sheet 11 – Add drintile inverts to CBMH 301, CB-311, CBMH 341 and CB-345 in the profile.
- City Standard Detail No. 404 must be included for catch basin structures.

STREET CONSTRUCTION PLANS:

- Sheet 3 and 6 – Typical Sections and Details must be updated per the 5th Street Design Details dated March 2015. The typical sections must show the sidewalk and trail clear zones, the 10-foot drainage and utility

easements on either side of the R/W, and the depressed center median with daintile. The new 5th street pavement section detail should be used with all other information corrected to comply with the City typical sections and details.

- Sheet 5 – Add plan note to the Phase 1 Layout Plan requiring the concrete median nose to be constructed per MnDOT Standard Plate 7113A.
- Sheet 7 – Phasing Plan 2: The 5th Street phasing plan must be constructed in a manner that requires full lane paving to be installed using a full width paving machine. No pavement joints will be allowed in the wheel paths. Revise Phase 2 Removal Plan and Phase 2 Layout Plan to redefine the bituminous removal and paving limits to meet these requirements.
- Sheet 7 – Phase 2 Layout Plan: Revise layout plan to clarify and detail median construction phasing east of Laverne.
- Sheet 7 – Phase 2 Layout Plan: Add plan notes to include 6-inch perforated daintile in all planted median locations per the City standard details.
- Sheet 12 and 13 – Add street lane widths and intersection radii dimensions to the plan view.
- Sheet 12 and 13 – Revise vertical curve at STA 1+20 to meet minimum K value of 64.
- Sheet 12 and 13 – Plan must be updated to include a temporary turn-around at the east end of 5th Street and temporary drainage provisions must be detailed on the plans at the east termination point.
- Sheets 15-18 – Revise cross sections to require 4:1 slopes within R/W.

LIGHTING, SIGNING & STRIPING PLAN:

- Sheet 14 – Add plan note identifying the street lights as 'Evans style lamp' on 30 foot pole per City standards. Spacing must conform to 5th Street Design Details dated March 2015.
- Sheet 14 – Add crosswalk at the intersection of 5th Street and CSAH 17 (Lake Elmo Avenue).

LANDSCAPING PLANS:

- Sheet L1 and L2 – Landscape plans must be revised to meet 5th Street Design Details dated March 2015. Landscape review comments will be provided under separate memorandum from the City's Landscape Architect.

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



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

LAND USE APPLICATION

- ☐ Comprehensive Plan ☐ Zoning District Amend ☐ Zoning Text Amend ☐ Variance*(see below) ☐ Zoning Appeal
- ☐ Conditional Use Permit (C.U.P.) ☐ Flood Plain C.U.P. ☐ Interim Use Permit (I.U.P.) ☐ Excavating/Grading
- ☐ Lot Line Adjustment ☐ Minor Subdivision ☐ Residential Subdivision Sketch/Concept Plan
- ☐ PUD Concept Plan ☐ PUD Preliminary Plan ☐ PUD Final Plan ☒ **EASEMENT VACATION**

Applicant: The Ryland Group ATTN: TRACEY RUST
Address: 7599 Anagram Dr, Eden Prairie, MN 55344
Phone #: (952) 229-6063
Email Address: trust@ryland.com

Fee Owner: SAME
Address: _____
Phone #: _____
Email Address: _____

Property Location (Address and Complete (long) Legal Description): Hunters Crossing

Detailed Reason for Request: - Public Roadway and utility easement
vacation
- DISHARGE + UTILITY EASEMENT VACATION

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

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

Signature of applicant: Tracey Rust Date: 3/9/15

Signature of fee owner: [Signature] Date: 3/9/15

Michael W. DeVol
DIVISION PRESIDENT



TWIN CITIES DIVISION

7599 Anagram Drive
Eden Prairie, MN 55344

952.229.6000 Tel
952.229.6024 Fax

www.ryland.com

March 3, 2015

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

RE: Hunters Crossing – 2nd Addition Final Plat Application

Dear Mr. Klatt:

Ryland Homes is pleased to submit to the City of Lake Elmo the 2nd Addition Final Plat application for Hunters Crossing located on the east side of Lake Elmo Ave. N. approximately ¼ mile north of Interstate Hwy 94. The following written statements are being provided as part of the submittal requirements for the development:

A. Contact Information

- a. Owner/Developer/Applicant: The Ryland Group – Tracey Rust
7599 Anagram Drive
Eden Prairie, MN 55344
(952) 229-6063
- b. Engineer/Surveyor: Pioneer Engineering – Paul Cherne
2422 Enterprise Drive
Mendota Heights, MN 55120
(651) 251-0630

B. Site Data

- a. Address: Hunters Crossing 1st Addition, Lake Elmo, MN
- b. Zoning: LDR-Urban Low Density Residential.
- c. Parcel Size: 8.75 Acres (381,150 SF)
- d. PID: 36.029.21.32.0033
- e. Legal Description: Outlot C, Hunters Crossing 1st Addition, Washington County, Minnesota.

C. Final Subdivision and Lot Information:

- i. Proposed Development Name: Hunters Crossing 2nd Addition
- ii. See attached table for lot and block number, size and width and depth of lot.
- iii. See attached table with the Public Open Space.
- iv. No wetlands.
- v. See attached table with the proposed Right-of-Way.
- vi. See Final Plat for Easement locations.

D. Preliminary Plat Conditions:

1. Title and Fees: Title will be submitted under separate cover. All fees have been paid for Preliminary Plat.
2. Landscape plan has been submitted under separate cover.
3. Additional landscaping has been added along adjacent property lines.
4. Final construction plans will include the necessary improvements for 5th Street.
5. Valley Branch Watershed District granted approval for the wetland impacts on July 10, 2014.
6. Landscaping outside of public areas will be the responsibility of individual homeowners or the Home Owner's Association depending on the planting locations.
7. Park fee will be paid in lieu of park land dedication prior to final plat recording.
8. A public trail will be constructed with this development.
9. The temporary access from Lake Elmo Avenue will be eliminated when access to 5th Street is provided.
10. Grading was completed for the entire site as part of the 1st Addition.
11. Please see attached plans addressing the City Engineers comments.
12. Ryland will preserve or re-use trees if possible.
13. Ryland will work with the property owner to the north should grading be necessary to construct 5th Street improvements.
14. Ryland has already paid the Water Availability Charge for the entire development prior to 1st Addition Final Plat recording.

E. Density: The net density for the overall site is 3.93 lots/acre. This calculation is based on the number of lots divided by the acreage excluding outlots and right of way (51 lots / (23.10 -3.84-6.27) Acres = 3.93 lots/acre.)

F. Infrastructure Improvements: Hunters Crossing will ultimately have access from the future 5th Street corridor. The temporary access point for the site will be via the existing driveway entrance off of Lake Elmo Avenue. The internal streets with sidewalks parallel Lake Elmo Avenue and 5th Street with 2 cul-de-sacs on the east side of the property adjacent to the proposed stormwater basin. The stormwater basin located on the east side of the property has been designed in this location due to the low area of the site as well as allowing a natural buffer between the residential and future business park use. A trail is proposed along the south and east side of the basin to provide a connection from the development to 5th Street. Sanitary sewer service will be provided within the internal roadway system with connection to the 24" sanitary sewer service that the City recently installed to service this and other sites. Watermain service will also be provided within the internal roadway and connect to the watermain trunk service that was installed along Lake Elmo Avenue by the City in 2014.

2nd Addition of Hunters Crossing will consist of 29 lots with necessary streets and utilities.

G. Neighbor Concerns:

- a. Neighbor at Southwest corner - Ryland has discussed this project with the neighbors directly adjacent to the site. The neighbor at the southwest corner of the site mentioned concern for future grading and drainage entering their property and if Lake Elmo Avenue improvements would affect their property and/or driveway. Ryland's grading plan addresses the grading by matching existing grades at the property line. The current Lake Elmo Avenue & 5th Street intersection improvements do not extend south past the development therefore those improvements will not affect the current property owner at the southwest

corner. Additional landscaping was added to increase screening along the properties lines with final placement of proposed trees to be agreed upon by the property owner, City and Ryland.

- b. Neighbor to the East – Ryland has met with the adjacent neighbor to the east and has acquired a temporary grading easement and permanent drainage and utility easement on their property.
 - c. Neighbor to the South – Ryland has been in contact with the neighbor to the south and currently has a draft easement agreement for a permanent drainage and utility easement. However, the agreement is between the City and the owner to the south, and its Ryland's understanding that language is still being agreed upon between the two parties.
- H. Conflicts with nearby land uses: Ryland believes that not only is this development not creating conflicts with nearby land uses or future uses but that it is encouraging future uses with it being the first development in the area and contributing to utility trunk service extensions and roadway improvements.
- I. No excessive burden on the City: With the City of Lake Elmo's plan to expand and create developments in Lake Elmo and given the size of this first development into the area, we do not anticipate any burdens on roadways, utilities, parks, schools, fire, police, or other services in the area.
- J. Proposed lakeshore access: Not applicable.
- K. Parks and/or open space: The City staff has recommended that a park is not necessary within the proposed development and that Ryland will pay a parkland dedication fee to contribute to a future regional park within the area.
- L. Development Schedule: The development will be constructed in two (2) phases with the first phase utilizing the existing access off of Lake Elmo Avenue until 5th Street is constructed and complete. Phase I consisted of 22 lots along the north side of the site with necessary streets, utilities and the stormwater basins. Phase II will consist of the remained of the development (29 lots) along with necessary streets and utilities. The following is a preliminary schedule for design/approvals and construction.
- a. 2nd Addition Final Plat Approval – April 2015
 - b. 2nd Addition Site Construction (Streets & Utilities) – June-August 2015
 - c. 5th Street Construction – July-August 2015

Ryland Homes has appreciated City Staff's comments and direction so far with this project and we look forward to continuing to work with City Staff to make this a successful neighborhood for the City of Lake Elmo. Please feel free to contact Tracey Rust at 952.229.6063 with any questions.

Sincerely,

THE RYLAND GROUP, INC.

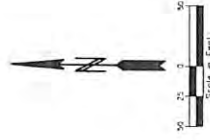
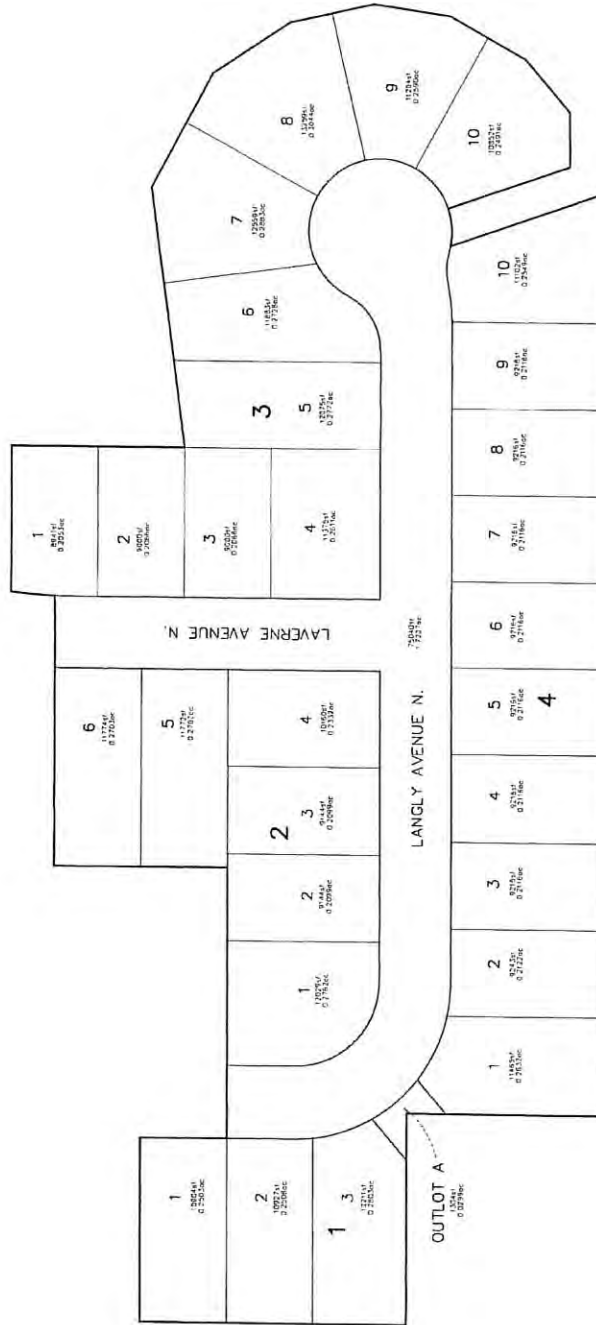


Tracey Rust, PE
Entitlement Manager

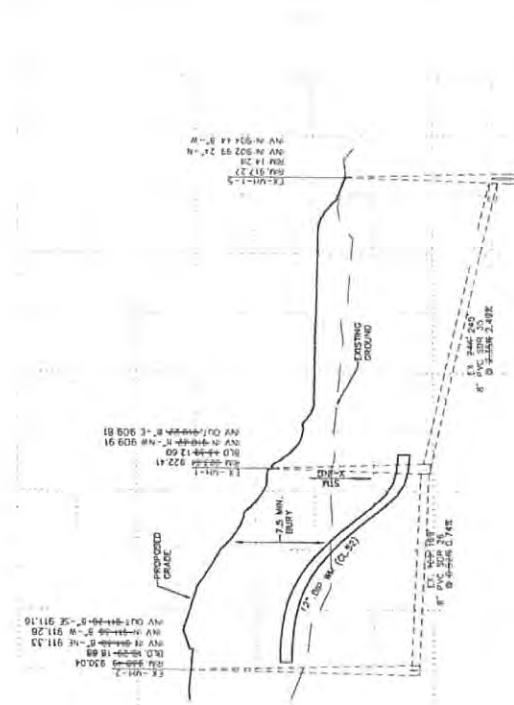
Attachment: Hunters Crossing Information Table

HUNTERS CROSSING 2ND ADDITION

AREA SKETCH

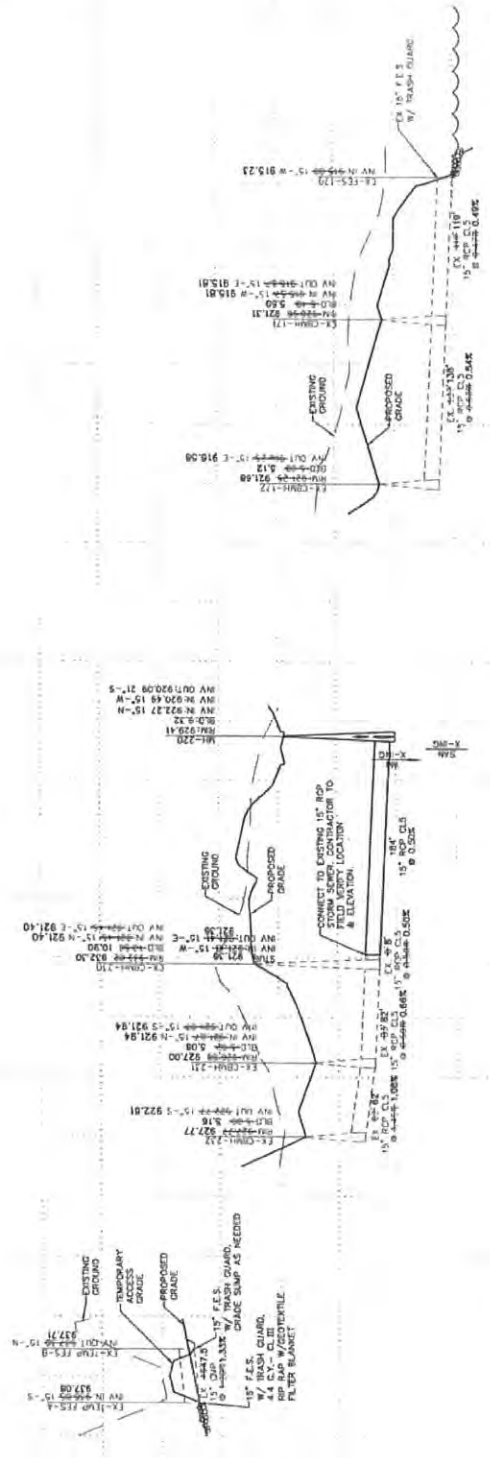
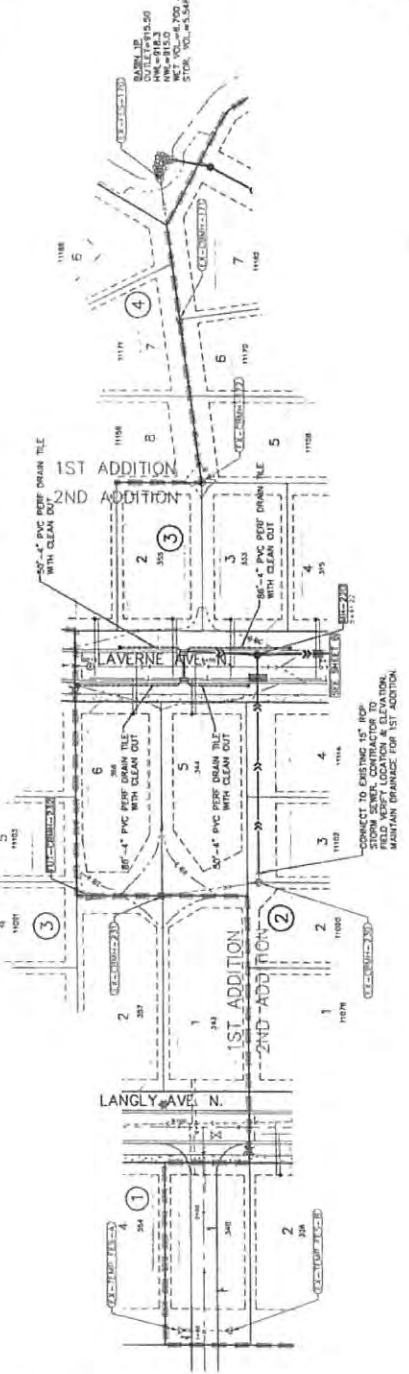


AREA SUMMARY	
BLOCK 1 =	316,042 SF
BLOCK 2 =	64,023 SF
BLOCK 3 =	109,241 SF
BLOCK 4 =	98,533 SF
TOTAL LOT AREA =	304,815 SF
TOTAL OUTLOT AREA =	1,304 SF
TOTAL R/W AREA =	75,040 SF
TOTAL AREA =	380,959 SF
	0.7814 AC
	1.4697 AC
	2.3118 AC
	6.9350 AC
	0.0299 AC
	1.7227 AC
	0.7456 AC



STRUCTURE NAME	STRUCTURE SIZE	NEZMAN CITY OR ELEVATION
CHM-171	48" DIA.	R-4342
CHM-172	48" DIA.	R-4342
CHM-230	48" DIA.	R-4342
CHM-231	48" DIA.	R-4342
CHM-232	48" DIA.	R-4342
WH-225	48" DIA.	R-1642

220 ADDITION



- LAKE ELMO STANDARD STORM SEWER NOTES (STANDARD DRAWING 000A)**
- ALL STORM SEWER AND ACCESSORIES MUST BE CONSTRUCTED IN ACCORDANCE WITH THE CITY OF LAKE ELMO STANDARD SPECIFICATIONS AND DETAILS.
 - REINFORCED CONCRETE PIPE SHALL BE 15' LONG WITH THE TYPE, SIZE, AND STRENGTH CLASS SPECIFIED HEREIN.
 - PRECAST CONCRETE MANHOLE AND CATCH BASIN SECTIONS SHALL CONFORM TO THE REQUIREMENTS OF ASTM C-477. ALL MANHOLE AND CATCH BASIN SECTIONS SHALL BE CAST UNDER THE SUPERVISION OF A LICENSED PROFESSIONAL ENGINEER.
 - JOINTS OF MANHOLE RISE SECTIONS SHALL BE TONGUE AND GROOVE MANHOLE JOINTS PROVIDED ON ALL STORM SEWER MANHOLES.
 - RP-RAP SHALL BE HAND-PLACED OVER GEOTEXTILE FABRIC AND CONFORM TO MAJOR SPEC. 3001, CLASS II, OR AS SPECIFIED HEREIN.
 - THE GEOTEXTILE FABRIC USED UNDER RP-RAP SHALL EXTEND 3 FT. BEYOND THE MANHOLE OR CATCH BASIN ON ALL SIDES.
 - ALL RP-RAP SHALL BE CLEANED OUT FROM THE RP-RAP AT THE END OF THE PROJECT.
- ADDITIONAL NOTES:**
- SEE LAKE ELMO STANDARD DETAILS FOR PUBLIC INFRASTRUCTURE.
 - SEE LAKE ELMO STANDARD PLAN NOTES FOR GRADING AND EROSION CONTROL DETAILS (EOD, EODR, AND EODC).
 - SEE LAKE ELMO STANDARD PLAN NOTES FOR SITE RESTORATION, DETAIL 6000.
 - FINAL STRUCTURES MAY NOT BE ADVISED BY CONTRACTOR BASED ON FIELD CONDITIONS. FIELD STAKES SHALL BE SET ACCORDING TO BACK-OF-CURB.

910
BENCH MARK
MN/DOT 9222 AC
ELEV=943.87 (1988 datum)

RYLAND HOMES
EASTWATERS MINNESOTA LLC

STORM SEWER CONSTRUCTION

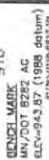
HUNTERS CROSSING 2nd ADDITION

5 OF 18

PIONEER engineering

10000 Highway 100, Suite 100
Minneapolis, MN 55426
Phone: 612.338.1111
www.pioneer-engineering.com

© 2014 Pioneer Engineering, Inc.

* 2ND ADDITIONPIONEER *engineering*

LAKE ELMO STANDARD STORM SEWER NOTES, STANDARD DRAINAGE 400AL

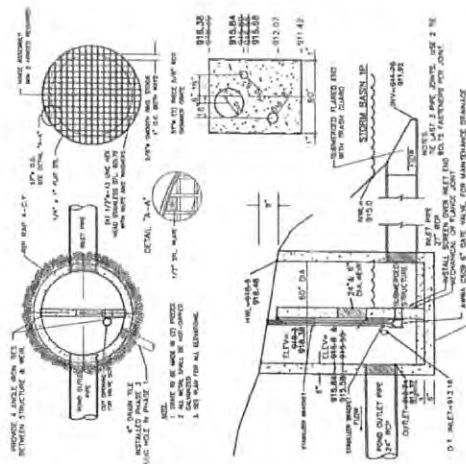
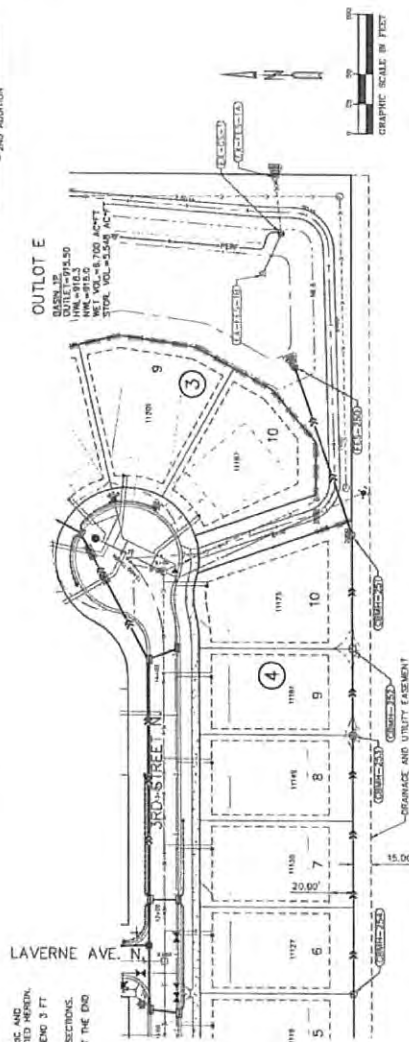
1. ALL STORM SEWER AND ACCESSORIES MUST BE CONSTRUCTED IN ACCORDANCE WITH THE CITY OF LAKE ELMO STANDARD INFRASTRUCTURE CONSTRUCTION PLAN NOTES FOR GRADING AND DESIGN CONTROL, DETAILS 600AL, 800AL, AND 800AL.
2. SEE LAKE ELMO STANDARD PLAN NOTES FOR SITE RESTORATION, DETAIL 6000.
3. FINAL STRUCTURE OFF SET TO BE VERIFIED BY CONTRACTOR BASED ON MATERIAL SUPPLIED TO PROJECT. FIELD STAKING SHALL BE SET ACCORDING TO 600AL-000AL.
4. A 1'-0" TO 1'-4" MANHOLE SECTION SHALL BE INSTALLED UNDER THE POSSIBLE.
5. MANHOLE BASE SECTIONS SHALL BE THICK AND GROVE WITH SLOPE OF 1" PER JOINT PROVIDED ON ALL STORM SEWER MANHOLES.
6. RPP-RAP SHALL BE HAND-PLACED OVER DETECTABLE FABRIC AND CONFORM TO MOIST SPEC. 300L, CLASS II, ON AS SPECIFIED HEREIN.
7. UNDER THE WORK.
8. FURNISH AND INSTALL TRASH GUARDS ON ALL FLARED END SECTIONS.
9. ALL SLOTT SHALL BE CLEANED OUT FROM THE RPP-RAP AT THE END OF THE PROJECT.

ADDITIONAL NOTES:

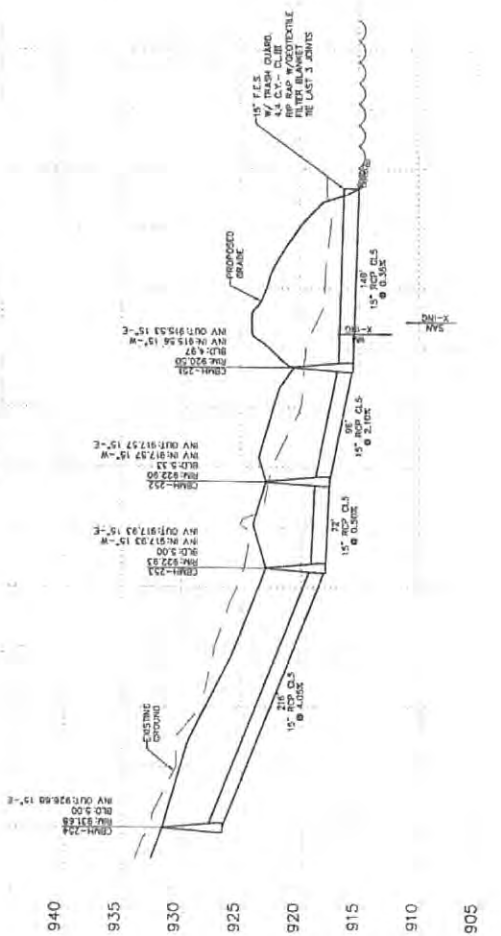
1. SEE CITY OF LAKE ELMO STANDARD DETAILS FOR PUBLIC INFRASTRUCTURE.
2. CONSTRUCTION PLAN NOTES FOR GRADING AND DESIGN CONTROL, DETAILS 600AL, 800AL, AND 800AL.
3. SEE LAKE ELMO STANDARD PLAN NOTES FOR SITE RESTORATION, DETAIL 6000.
4. FINAL STRUCTURE OFF SET TO BE VERIFIED BY CONTRACTOR BASED ON MATERIAL SUPPLIED TO PROJECT. FIELD STAKING SHALL BE SET ACCORDING TO 600AL-000AL.

STRUCTURE TABLE	
STRUCTURE NAME	STRUCTURE CASTING OR TOTAL
CSMH-237	48" DIA. R-1342
CSMH-240	48" DIA. R-1342
CSMH-243	48" DIA. R-1343
CSMH-244	48" DIA. R-1343
CS-1	80" DIA. SPECIAL

2ND ADDITION



EXISTING POND OUTLET CONTROL STRUCTURE CS-1 (NOT TO SCALE)



PIONEER engineering
3422 Emerald Drive
Minnetonka, MN 55345
www.pioneereng.com

Project: 15-00000000000000000000
Sheet: 15-00000000000000000000
Scale: 1" = 10'-0"

STORM SEWER CONSTRUCTION

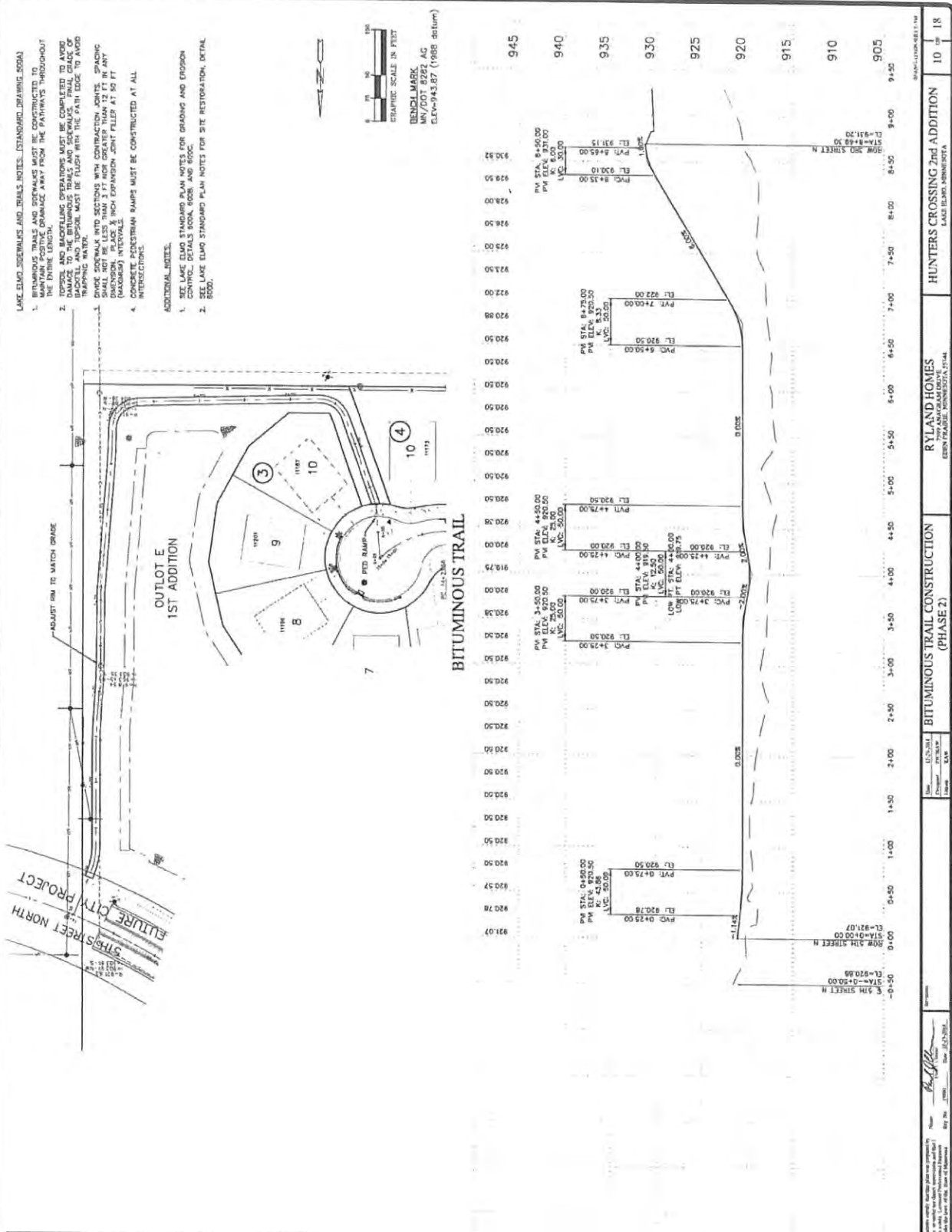
RYLAND HOMES
EDEN PRAIRIE, MINNESOTA 55424

HUNTERS CROSSING 2nd ADDITION
LAKE ELMO, MINNESOTA

BENCH MARK
MN/707 8282 AG
ELEV=944.87 (1988 datum)
7 of 18

4'-0" BICYCLE-PEDESTRIAN PATH
 2'-0" SHOULDER
 4'-0" SIDEWALK
 1'-0" TOTAL WIDTH

CITY OF LAKE ELMO
 300
 10/1/2017



PIONEER Engineering, Inc.
 3001 Highway 100, Suite 100
 Mendota Heights, MN 55120
 www.pioneereng.com

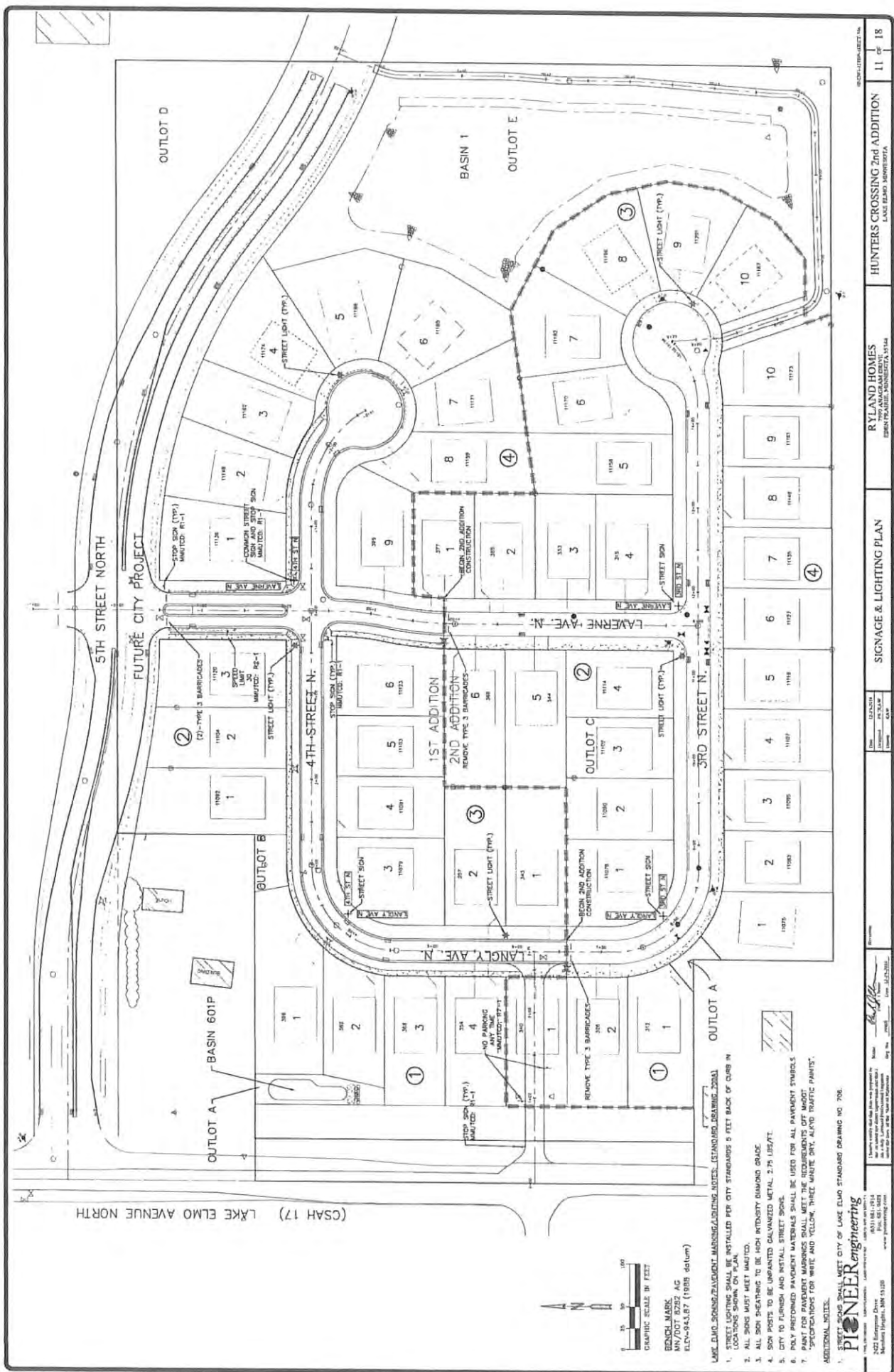
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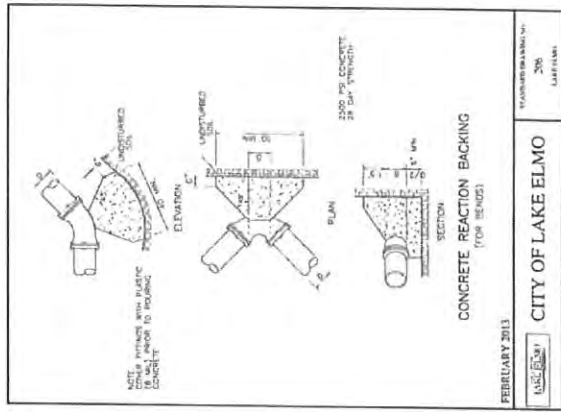
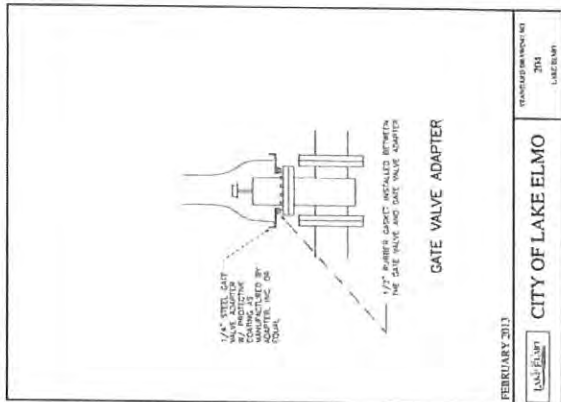
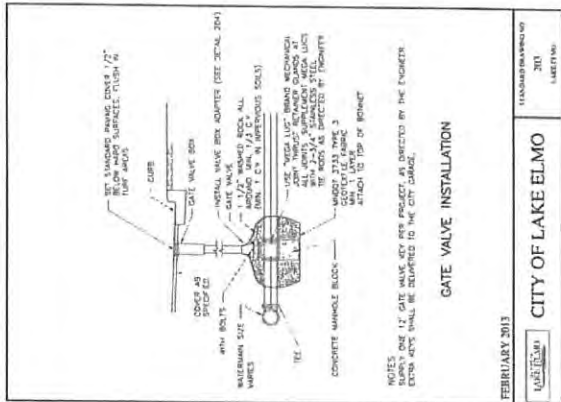
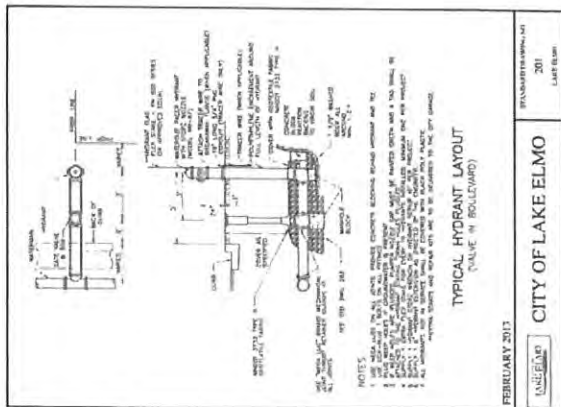
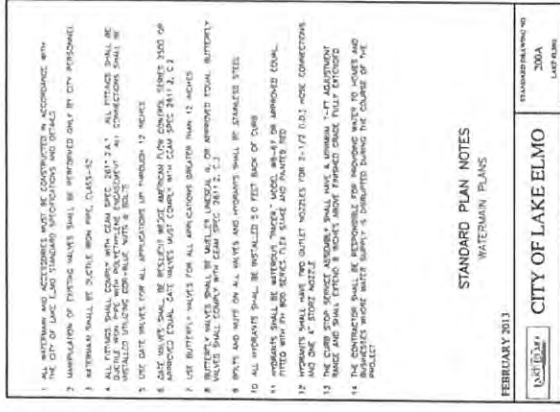
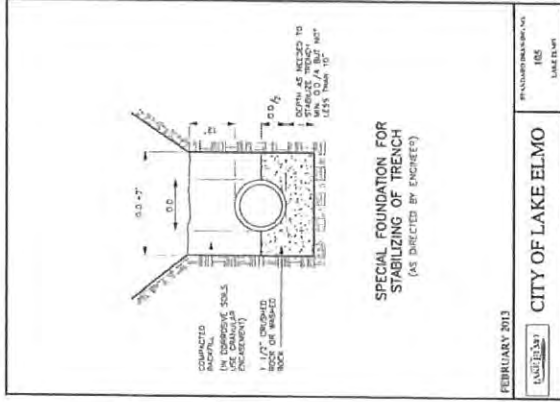
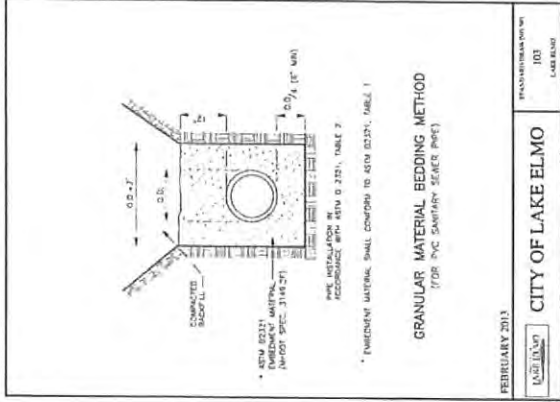
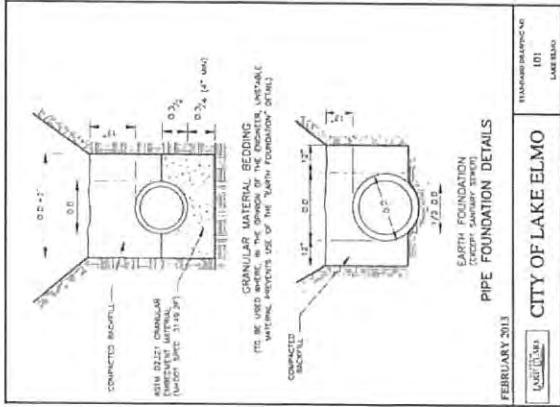
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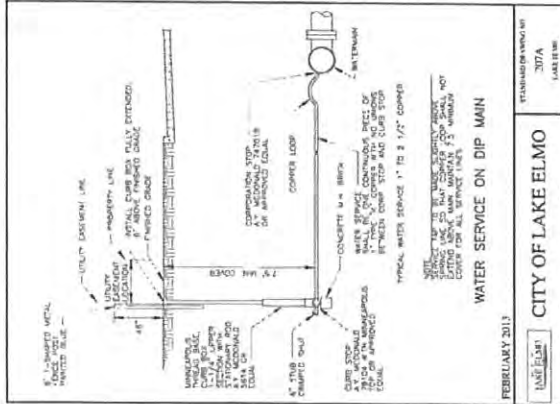
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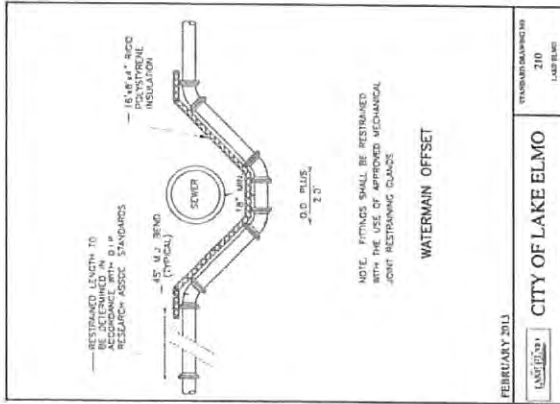




FEBRUARY 2013

CITY OF LAKE ELMO

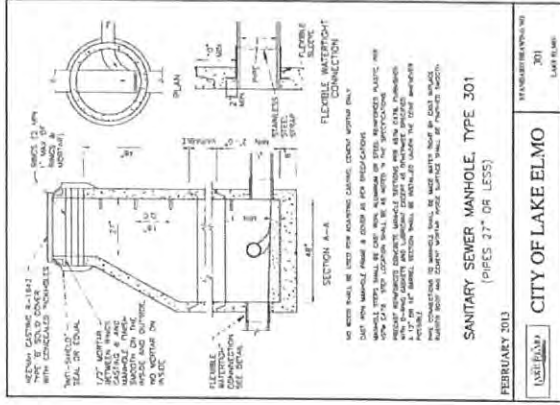
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LAKELAND



FEBRUARY 2013

CITY OF LAKE ELMO

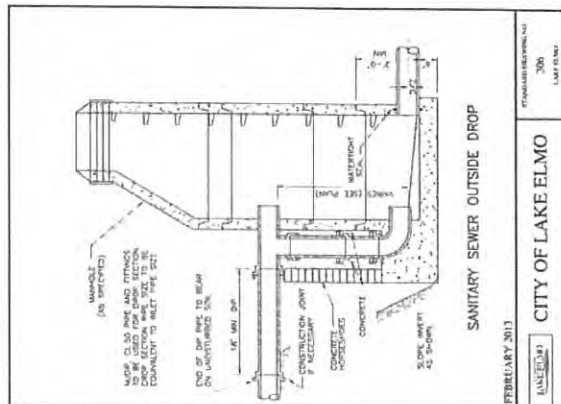
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LAKELAND



FEBRUARY 2013

CITY OF LAKE ELMO

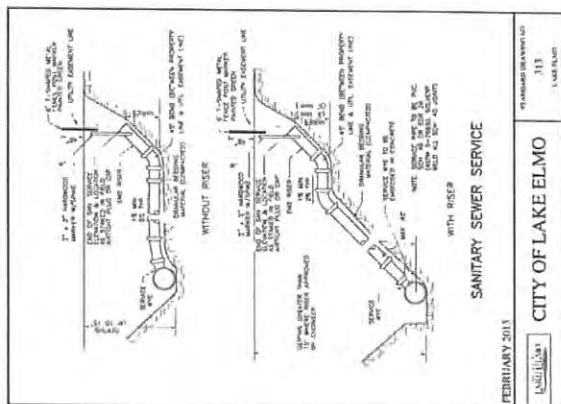
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FEBRUARY 2013

CITY OF LAKE ELMO

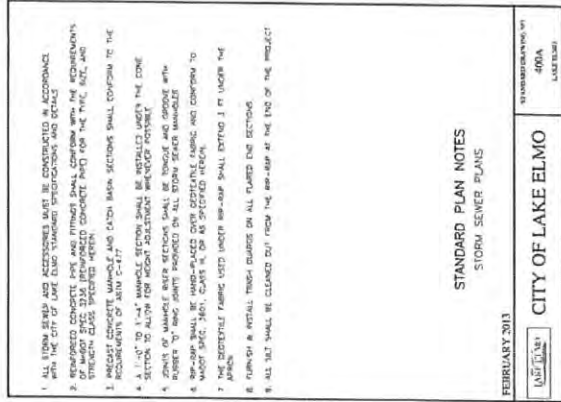
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FEBRUARY 2013

CITY OF LAKE ELMO

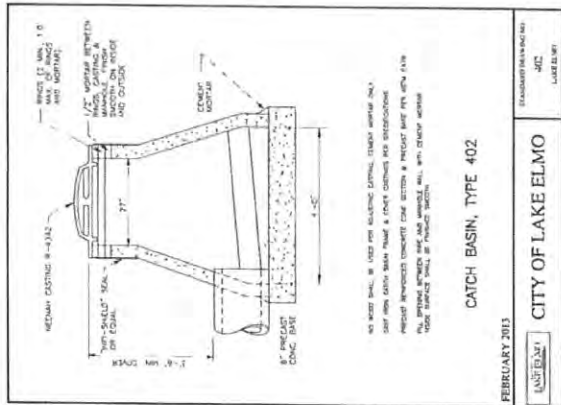
STANDARD PLAN NO. 313
LAKELAND



FEBRUARY 2013

CITY OF LAKE ELMO

STANDARD PLAN NO. 400A
LAKELAND



FEBRUARY 2013

CITY OF LAKE ELMO

STANDARD PLAN NO. 402
LAKELAND