

## Stephen Wensman

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**From:** Jack Griffin <jack.griffin@focusengineeringinc.com>  
**Sent:** Wednesday, September 28, 2016 6:31 PM  
**To:** Emily Becker  
**Cc:** Stephen Wensman  
**Subject:** Re: Rockpoint Church Parking Lot Expansion Plans

Emily,

I have reviewed the Rock Point Church Parking Lot Plans and have the following comments for your consideration:

1. The plans must be signed by a Professional Engineer licensed in the state of Minnesota. No PE signature block was found on the plans. The plans should be resubmitted with signature.
2. Certificate of Survey: The survey must be revised to show the city watermain utility easements.
3. Existing Conditions Plan: The existing conditions plan must be revised to facilitate a complete review.
  - o The site utilities (watermain and storm sewer) do not appear to be accurately shown as compared to the record drawings (see attached).
  - o All easements must be shown on the plans including the city watermain utility easements.
  - o Existing drainage conditions must extend further to the north to depict the existing drainage discharge conditions (extend minimum 150 feet from property).
4. Erosion Control Plans: Erosion control information needs to be removed from the existing conditions plan and placed on the grading plans.
5. Site Plan. The plan indicates more than 6,000 SF of new impervious surface is being added. The applicant must obtain a VBWD permit for the project. The city should be provided a copy of any approved permit.
6. Stormwater Management:
  - o The applicant must execute a Stormwater Maintenance and Easement Agreement in the City's standard agreement form for the privately owned storm water facilities.
  - o Pre-treatment should be incorporated into the plans prior to runoff reaching the infiltration basin.
7. Grading Plan:
  - o Erosion control information must be shown on the grading plans.
  - o High water level (HWL) elevation for the proposed infiltration basin must be shown on the plans. All emergency overflow points must be shown in **BOLD** and labeled as EOF.
  - o The HWL must be shown to be fully contained on the Rock Point Church property.
  - o Minimum storm sewer pipe size is 15-inch. The stormwater model should be updated along with the plans.
8. Landscape Plans: I did not review the landscape plans, Sheets L1 and L2.
9. No review was completed in regards to parking requirements, either total stalls or handicap stall compliance.

Please let me know if you have any questions or require any further review. Thanks ~Jack

John (Jack) W. Griffin, P.E.  
Principal / Sr. Municipal Engineer

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On Wed, Sep 14, 2016 at 2:52 PM, Emily Becker <[EBecker@lakeelmo.org](mailto:EBecker@lakeelmo.org)> wrote:

Jack,

Rockpoint Church has submitted an application for a CUP amendment for a parking lot expansion. I have put the large plans of the attached along with a hard copy of the storm water management plan in your inbox. Can you please review when you're able?

Emily Becker

City Planner

City of Lake Elmo

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