



*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 of Lake Elmo Parks Commission
3800 Laverne Avenue North
June 15, 2020 6:30 PM**

AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Approve Agenda
4. Approve Minutes
 - a) February 19, 2020
5. Public Comments
6. Review 2021-2025 CIP
7. Review of Bruggman Open Space Planned Unit Developemnt (OP-PUD)
8. Review of Schiltgen Farm PUD
9. July 20, 2020 Meeting Agenda
10. Communications
11. Adjourn

****Note: Every effort will be made to accommodate person or persons that need special considerations to attend this meeting due to a health condition or disability. Please contact the Lake Elmo City Clerk if you are in need of special accommodations.*

MINUTES

City of Lake Elmo Parks Commission February 19, 2020

Members Present: Commissioners- Mayek, Nightingale, Olinger, Schumacher and Weeks

Absent: Ames

Staff Present: City Planner- Prchal, Public Works Director- Powers

The meeting was called to order by Weeks at 6:30 PM.

Announcements

Weeks wanted to take a moment to mention that at the start of the New Year the parks commission has three openings. Commissioners Nightingale and Ames re-applied and were appointed to the Commission. Mike Zeno did not re-apply and the Commission wanted to thank him for his service as he was on the Commission for at least 15 years.

Selection of Chair and Vice Chair

Olinger nominated Weeks to serve as the chair, seconded by Schumacher. Weeks accepted the nomination.

Nomination was approved unanimously.

Schumacher nominated Olinger to serve as the vice chair, seconded by Weeks. Olinger accepted the nomination.

Nomination was approved unanimously.

Approval of Agenda

Weeks motioned to approve the agenda, seconded by Schumacher.

Agenda was approved unanimously.

Approval of Minutes

a) December 16, 2019

No changes were made.

Minutes were accepted as presented.

Public Comments

None.

Review Sunfish Lake RFP Submission

Prchal presented to the Commission on the RFP submission for the bike trail in Sunfish Lake Park. The City Council recently voted to allow the trail to be built in the park. Staff received one proposal from Trail Source to build the trail. Prchal gave some background on the company and their recent projects they have completed. The submission included references from Hillside and Lebanon Hills Parks where Trail Source performed

work. The proposal has built time scheduled to be completed in 5-6 weeks working 5 days a week, weather permitting. July 30th is the expected completion date for the trail. The City reserved \$120,000 for this project and the proposal came in under budget leaving a contingency of \$8,300. Maintenance is not expected to exceed \$2,500 a year. Prchal is recommending the Commission to approve the proposal from Trail Source for the construction of the bike trail in Sunfish Lake Park.

Schumacher asked about the equipment that will be required for construction and how much of the parking lot that will take up. Tim Wagner from Trail Source said that the equipment will not be in the lot but it will be in the park for about 2 days then they will move them back to their own storage. They may keep one storage trailer in the parking lot depending on security of the area. Some of the equipment will be small excavators and hand tools. Schumacher also asked about properly marking the trail intersections during the construction. Mr. Wagner stated that they will work closely with City staff to map out the topography of the park to properly mark the trail. Schumacher asked about the barriers along the intersections because the proposal says they could be built and he wanted to know if they will be put it. Mr. Wagner said that will be up to the City if they want barriers and they would probably be rocks. Schumacher also asked where material would be coming from if a slope had to be built. Mr. Wagner said they do not have to import any soil, they can usually move enough dirt around to accommodate for a slope.

Olinger asked about who decides if trail modification needs to be made. Mr. Wagner said that would be up to the Parks department and Commission. Director Powers said public works will be monitoring it every day as well as equipment monitoring in the park. Olinger asked Powers how often he would be meeting with Trail Source. Powers said that they would check on the construction daily and as it progresses maybe down to every other day or as needed. Olinger asked if during construction if any parts of the park will be closed to the public. Mr. Wagner said they plan on keeping the trails that are being constructed closed until the construction is completed. Olinger also asked who Trail Source taught to build trails. Mr. Wagner said he did a lot of work with Minnesota off Road Cyclists and taught a lot of them to build trails.

Weeks referenced a comment Mr. Wagner made back at an initial meeting in 2017 about the walking and skiing trails being so wide and that Trail Source would not build them that way anymore. Weeks asked if any of the erosion issues on the current trails in Sunfish could be fixed by Trail Source. Mr. Wagner said they could possibly look at redesign options but that would take some evaluations before a decision could be made. Weeks also asked if the proposal included any signage because he would like to use the left over \$8,300 for some signage. Mr. Wagner said it did not include signage and he would have some companies that he could recommend for signage.

Olinger asked if there would be an adequate description on the City website or somewhere that people could easily read to understand the trails. Mr. Wagner said bike trails are labeled like ski trails such as green, black, and yellow for level of difficulty. They would look to get a good mix of difficulty levels built. Prchal said staff could put together a document that would describe to riders what the trails will be like.

Ann Bucheck, 2301 Legion Avenue. Ms. Bucheck asked if the city spends a certain amount of money if they are required to get more than one submission. Prchal said that amount is

\$150,000 or more and this bid is under that. She asked if the hand tools and equipment being used that are up to 50 inches wide are too big which she believes according to the Minnesota Land Trust the equipment cannot be wider than 30 inches. Prchal said he talked with the Minnesota Land Trust and they had no issues with the proposed equipment in the park. She was also concerned about the width of 7-8ft wide clearings. It was clarified that would be at the intersections. The Minnesota Land Trust reviewed the RFP and had no issues with the project. Ms. Bucheck agreed with Commissioner Olingers' point about labeling the trails for difficulty so riders know what they are for.

Susan Dunn, 11018 Upper 33rd Street North. Ms. Dunn asked if Mr. Wagner was the contractor who designed Reid Park. Weeks said the City had consulted Mr. Wagner on trail designs but it was a group up in Stillwater who did the work on Reid Park. She raised concerns that Sunfish Lake was meant to be a nature preserve and not have bike trails. She also had a concern about the time frame and wanted clarification. Week said the proposed construction length would be 5-6 weeks with construction starting in May. Ms. Dunn appreciated the points from Mr. Wagner regarding erosion control. She is concerned that people may use bikes to run down animals and she does not want that to happen. She ended by saying that she wished more people knew the history of the park and she told the commission they need to take care of the park and be careful with their decisions. Ms. Bucheck added that for the maintenance of the trails being led by volunteers is not a good idea. She thought she had heard that was also the case in Reid Park and that has not happened yet. Weeks said they have been building in Reid Park, but they ran into some water issues and they have not been completed. Her point was that the Parks Commission should consider using some of their budget for maintenance rather than relying on volunteers.

Mayek motioned to recommend acceptance of the proposal from Trail Source to build bike trials within Sunfish Lake Park. Seconded by Nightingale. Motion passed unanimously.

March 16, 2020 Meeting Agenda

- 1) No items at this time.

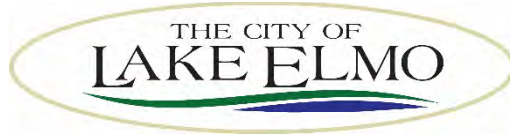
Communications

Weeks talked about the Inwood Park development. City Council discussed for a while and ended up recommending what the Parks Commission proposed.

Powers said the First Lego students who came to present on the 180 acres have been in contact with him. They have more details and proposals they would like to present to the Commission.

Meeting adjourned at 7:35 p.m.

**Respectfully Submitted,
Alex Saxe, Deputy Clerk**



STAFF REPORT

DATE: June 15, 2020
ITEM #:

TO: Parks Commission
FROM: Ben Prchal, City Planner
AGENDA ITEM: 2021-2025 Parks CIP
REVIEWED BY: Kristina Handt, City Administrator
Marty Powers, Public Works Director

BACKGROUND:

A Capital Improvement Program, or CIP, is a multi-year (typically 5 years) capital expenditure plan for a City's infrastructure (such as streets, parks and utility systems), and equipment and public buildings. It identifies the major projects needed and desired by the community, their potential costs and how they would be financed. A project identified and budgeted through the CIP does not commit the City to that project. The City Council must specifically authorize each one, and the associated funding before any project may proceed. When the CIP is reviewed (ideally annually, in conjunction with the budgeting process) projects may go forward as planned, advance ahead of schedule, be removed entirely, or new projects may be added, these adjustments are dependent upon changes in circumstances and priorities.

The Minnesota Land Planning Act requires that the implementation plan portion of the Comprehensive Plan include a CIP for major infrastructure needs (transportation, wastewater, water supply, parks and open space) for a five-year time period. Cities often expand the scope of their CIPs to include other capital needs (major equipment replacements, for example) and sometimes look beyond the five-year time period, up to 20 years in the future for some projects. Such projects represent more of a "wish-list" that can be evaluated each time the plan is updated.

As a part of the Comprehensive Plan, the CIP has some legal standing. Minnesota Statutes Chapter 473.865 provides that "a local governmental unit shall not adopt any official control or fiscal device which is in conflict with its comprehensive plan." A fiscal device includes a budget or bond issue; so it is important that the plan and CIP be kept up to date and in synch with city budgets.

The primary benefit of a CIP is as a financial planning tool, to help the City plan for the impact of capital needs on future budgets and property taxes, and to help forecast the need for borrowing to undertake major projects. The information developed as part of the capital planning process can help document the need for various projects and help the City Council sort out competing priorities.

Lake Elmo's CIP includes all capital projects that cost at least \$25,000 and have a useful life span of five years or longer.

ISSUE BEFORE COMMISSION:

What parks improvements should be included in the 2021-2025 CIP? When should they be completed?

PROPOSAL DETAILS/ANALYSIS:

Included in your packet is a document listing all of the City parks and trail projects that Staff is aware of at this time. Note that the amount shown for the Central greenway Corridor has changed and will continue to change over time as the installation/development is aligned to coincide with projects that Washington County has identified in their CIP. More costs will be added as more segments of the trails are planned. City costs for the full build out may be around \$3 million depending on grants, development and county cost share.

The commission may also want to consider putting a place holder in the CIP for improvements needed to other city trails throughout the community. Public works staff will be working over the summer to review all city trails and develop a maintenance plan and long range improvement plan that could be included next year in the 2021-2025 CIP.

Other Items? Any other items the Parks Commission would like to see in the 2021-2025 CIP need to be identified. Each member should come prepared to identify their top 3 priorities for the next 5 years.

The commission can then also assign a priority to each project based upon the following framework:

1. Critical or urgent, high-priority projects that should be done if at all possible; a special effort should be made to find sufficient funding for all of the projects in this group.
2. Very important, high-priority projects that should be done as funding becomes available.
3. Important and worthwhile projects to be considered if funding is available; may be deferred to a subsequent year.
4. Less important, low-priority projects; desirable but not essential.
5. Future Consideration

When determining a project, the Commission should keep in mind the requirements set out in the City Code. Section 154.15 Park Land Dedication Requirements (F) Park Dedication Fund outlines the parameters of where funds can be spent.

(F) Park Dedication Fund

(1) A cash contribution paid to the City shall be placed in a special fund. The money shall be used only for:

- (a) The acquisition and development or improvement of parks, recreational facilities, playgrounds, trails, wetlands or open space based on the approved park systems plan;
- (b) Redevelopment or rehabilitation of existing park facilities or sites; or
- (c) Debt service in connection with land previously acquired or improvements thereto previously constructed.

(2) No funds shall be used for ongoing operation or maintenance of existing parks recreational facilities or sites or City vehicles.

Items Scheduled for 2020. There are projects scheduled for 2020 that have been planned for but the funds have not been spent yet. Those projects are listed below.

- Sunfish Lake Park Mountain Trail System \$120,000 expenditure
- Inwood Park Improvements \$145,549.69

FISCAL IMPACT:

The fiscal impact is dependent upon project selection and available funds.

2020 Expenses still to come:

Sunfish Trails	120,000
Inwood Park	\$145,549.69
TOTAL 2020 Expenses	\$265,549.69

Expected Funds in 2020:

Union Park	\$124,000 (phase 1)
Wyndham	\$75,000
<u>Applewood Point</u>	<u>\$132,280</u>
Total	\$331,280

Park Dedication Fund Balance (6.9.2020 does not include "Expected Funds")	\$1,318,556
<u>Fund Balance after 2020 Expenses</u>	<u>\$1,053,006.4</u>

OPTIONS:

- 1) Commission identify additional projects to add to the 2021-2025 CIP
- 2) If no further projects are identified, the listed projects would be forwarded on for review and processed by Finance and Council.

ATTACHMENTS:

- 2021-2025 Draft Capital Improvement Plan for Parks

Capital Improvement Plan - 2021 - 2025

2021 *thru* 2025

City of Lake Elmo, Minnesota

Department Parks and Recreation

Contact City Administrator

Type Improvement

Useful Life

Category Park Improvements

Priority 3 Important

Status Active

Project # PR-009

Project Name Central Greenway Regional Trail

Description

Central Greenway Regional Trail beginning at CSAH 19 and I-94, traveling through Lake Elmo Park Reserve, east along Stillwater Blvd to Manning Ave and then north to TH36.

Justification

Trail would address the following community needs:

- Deliver students safely to school
- Bring people to our downtown
- Bring people to our parks
- Provide safe recreation
- Trail Diversity-Provide feel of Lake Elmo
- Omit need to bike down Hwy 5/CSAH 14
- Compatibility with public grant opportunities
- Compatibility with private funding opportunities

Feasibility of land acquisition will be a consideration

Trail likely to be built in segments in conjunction with county road projects and as funding allows through Met Council or other state grants

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance			220,000			220,000
Total			220,000			220,000

Funding Sources	2021	2022	2023	2024	2025	Total
Park Dedication Fund			220,000			220,000
Total			220,000			220,000

Budget Impact/Other

Additional trails to maintain-labor and materials for snow removal if desired by city

Trail construction cost may be as high as \$12 million. City would expect cost share with county as well as grants to offset costs.

2023 costs are for trail through new roundabout at CSAH 19 and CSAH 10 and trail extension abutting Hagebergs

Future costs will be added as they are known

Capital Improvement Plan - 2021 - 2025

2021 *thru* 2025

City of Lake Elmo, Minnesota

Department Parks and Recreation

Contact Public Works Director

Type Equipment

Useful Life

Category Vehicles

Priority 3 Important

Status Active

Project # PR-015

Project Name Dump Tru ck

Description

F550 pickup dump truck with chipper box and plow mount replaces 2009 vehicle.

Justification

End of Useful life

Expenditures	2021	2022	2023	2024	2025	Total
Equip/Vehicles/Furnishings		70,000				70,000
Total		70,000				70,000

Funding Sources	2021	2022	2023	2024	2025	Total
Vehicle Replacement Fund		70,000				70,000
Total		70,000				70,000

Budget Impact/Other

Capital Improvement Plan - 2021 - 2025

2021 *thru* 2025

City of Lake Elmo, Minnesota

Department Parks and Recreation

Contact City Administrator

Type Improvement

Useful Life 40 years

Category Park Improvements

Priority 1 Critical

Status Active

Project # PR-017

Project Name New or Refurbished Ballfields

Description

New ballfields to be constructed or refurbished after Tartan ball fields are no longer used by the public

Justification

Replacement of some of the fields at Tartan Park lost to development of Royal Oaks Golf Course Community

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance		1,000,000				1,000,000
Total		1,000,000				1,000,000

Funding Sources	2021	2022	2023	2024	2025	Total
Grants/Donation		1,000,000				1,000,000
Total		1,000,000				1,000,000

Budget Impact/Other

Funding to be provided from developer in development agreement with Royal Golf. Funds to be used for acquisition of land, if necessary, and building or refurbishing of (a) new ballfield(s).

Capital Improvement Plan - 2021 - 2025

2021 *thru* 2025

City of Lake Elmo, Minnesota

Department Parks and Recreation
Contact Public Works Director
Type Improvement
Useful Life 25 years
Category Park Improvements
Priority 4 Less Important
Status Active

Project # PR-019
Project Name Dog Park

Description

Parks commission recommended the search and planning for a dog park somewhere near the denser developments
Improvements would be minimal such as fencing

Justification

Residents on small lots in denser developments need a place to take their dogs for exercise.
By providing a dog park those who let their dogs run off leash in other parks can be redirected

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance			25,000			25,000
Total			25,000			25,000

Funding Sources	2021	2022	2023	2024	2025	Total
Park Dedication Fund			25,000			25,000
Total			25,000			25,000

Budget Impact/Other

Capital Improvement Plan - 2021 - 2025

2021 *thru* 2025

City of Lake Elmo, Minnesota

Department Parks and Recreation

Contact Public Works Director

Project # PR-020
Project Name Utility Vehicle/Tra il Groomer

Type Equipment

Useful Life 10 years

Category Vehicles

Priority 3 Important

Status Active

Description

Replaces 2014 Kubota

Justification

End of Useful Life

Expenditures	2021	2022	2023	2024	2025	Total
Equip/Vehicles/Furnishings				37,000		37,000
Total				37,000		37,000

Funding Sources	2021	2022	2023	2024	2025	Total
Vehicle Replacement Fund				37,000		37,000
Total				37,000		37,000

Budget Impact/Other

City of Lake Elmo, Minnesota
Capital Improvement Plan - 2021 - 2025

PROJECT LISTING

Includes Projects from All Years

Parks and Recreation

<u>Status</u>	<u>Project #</u>	<u>Project Name</u>
Pending	PR-002	50th Street Trail
Pending	PR-003	Demontreville Park Improvements
Pending	PR-007	Sunfish Lake Park Improvements
Active	PR-009	Central Greenway Regional Trail
Active	PR-015	Dump Truck
Active	PR-017	New or Refurbished Ballfields
Active	PR-019	Dog Park
Active	PR-020	Utility Vehicle/Trail Groomer

City of Lake Elmo, Minnesota
Capital Improvement Plan - 2021 - 2025

2021 thru **2030**

PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Parks and Recreation												
Central Greenway Regional Trail	PR-009			220,000								220,000
Park Dedication Fund				220,000								220,000
Dump Truck	PR-015		70,000									70,000
Vehicle Replacement Fund			70,000									70,000
New or Refurbished Ballfields	PR-017		1,000,000									1,000,000
Grants/Donation			1,000,000									1,000,000
Dog Park	PR-019			25,000								25,000
Park Dedication Fund				25,000								25,000
Utility Vehicle/Trail Groomer	PR-020				37,000							37,000
Vehicle Replacement Fund					37,000							37,000
Parks and Recreation Total			1,070,000	245,000	37,000							1,352,000
GRAND TOTAL			1,070,000	245,000	37,000							1,352,000

STAFF REPORT



PARKS COMMISSION

DATE: 6/15/2020

AGENDA ITEM:

TO: Parks Commission
FROM: Ben Prchal, City Planner
AGENDA ITEM: **Bruggeman Builders Open Space PUD** – 2500 Manning Avenue – Concept PUD Review
REVIEWED BY: Ken Roberts, Planning Director

INTRODUCTION:

Mr. Paul Bruggeman, representing Bruggeman Builders, is requesting City approval of a concept open space planned unit development (OP - PUD) for the property located at 2500 Manning Avenue. The proposed concept plan for the OP PUD is for a 14 single family residential subdivision on 32.3 gross acres with a density of +/- 0.45 dwelling units per acre (D.U.A). Much of the property is within the Shoreland Management Area of Downs Lake. The Shoreland Ordinance has provisions for the development of PUD's in the areas near lakes, subject to additional design and performance standards. Keeping in mind that the review of this permit is for a Concept Plan some of the requests by the developer do not necessarily meet the City Code. However, this review is intended to give the developer feed back on the overall plan and is not necessarily an approval or denial for the development. In addition, the developer is proposing an OP PUD that would not meet all the City requirements for an OP PUD and those for a residential development within a shoreland district. Such requested exceptions or modifications include having lots that do not meet the lot width, lot area and impervious requirements for new development near Natural Environment lakes such as Downs Lake. I will discuss these requests in more detail later in this report.

ISSUE BEFORE THE PARKS COMMISSION:

The Parks Commission is respectfully being requested to review and provide feedback to the developer and make a recommendation to the City Council for the concept OP planned unit development (OP - PUD) proposed by Bruggeman Builders for the property located 2500 Manning Avenue.

GENERAL INFORMATION:

Applicant: Paul Bruggeman, Bruggeman Builders, Stillwater, MN 55042
Property Owner: Gary and Meg Johnson, 2500 Manning Avenue
Location: 2500 Manning Avenue, Lake Elmo.
PID#: 24-029-21-13-0002
Request: Concept PUD Plan approval
Site Area: 32.3 acres (gross)
Existing Land Use: Single-family home and accessory buildings, agriculture
Land Use Guidance: Rural Area Development (RAD)
Current Zoning: RR – Rural Residential District
Proposed Zoning: Open Space PUD

Surrounding Zoning: OP (Heritage Farms to the north), West Lakeland Township across Manning Avenue (east), Rural Residential (RR) and Small lot residential (RS) (south), RR (west).

History: The owners have used the property for hobby farming and the growing of pumpkins. There is one single family dwelling and accessory building on the property.

Deadline for Action: Application Complete – 4/28/2020
60 Day Deadline – 6/26/2020
Extension Letter Mailed – No
120 Day Deadline – 8-24-2020

Applicable Code:

Article 15 - Open Space Planned Unit Development Regulations
Article 18 – Shoreland Management Overlay District
Chapter 153 – Subdivision Regulations
§150.270 Storm Water, Erosion, and Sediment Control

PROPOSAL DETAILS/ANALYSIS:

Concept Plan Review.

The City allows an applicants to submit a concept plan to the City so that it can be reviewed by Staff and comments can be provided by the Commissions and Council. Under this review process the City does not necessarily approve or denial but instead will comment on the presented plan.

Overview. The proposed Open Space (OP) PUD development will be located on a 32.3 acre property located at 2500 Manning Avenue, just south of the Heritage Farms OP PUD development. The proposed development is proposed as an OP PUD because the developer is proposing a rural-style residential development and is requesting flexibility from the strict zoning regulations of the Shoreland Ordinance and the rural zoning regulations.

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

- *Concept Plan Overview.* The attached project narrative includes a general overview of the project with additional details concerning some of the unique aspects of the proposed development.
- *Existing Conditions.* The applicant has provided an aerial photo and site plan depicting the existing conditions in and around the project area.
- *Concept Plan.* The PUD Concept Plan includes a proposed configuration of roads, lots, and other public spaces on the applicant's site. While the plan provides initial dimensions for many of the various lots and streets, some details are still missing and will need to be further reviewed for compliance with the City's standards and regulations.

Land Use and Zoning Flexibility. The proposed lot layouts and street widths in some cases do not meet minimum zoning or shoreland ordinance requirements. The City's OP PUD Ordinance allows for some flexibility from zoning and subdivision requirements, subject to City Council approval. Single family homes are a permitted use in the underlying RR zoning district

Land Use: The proposed residential development is consistent with the future land use map, which guides this area RAD (rural area development).

OP PUD Ordinance Regulations:

The following OP PUD Code sections are relevant to this proposal:

Section 154.657.B.7.a Open Space

1. The total preserved open space area within an open space PUD development shall be no less than 50 percent of the total gross land area
2. Land needed for storm water facilities...may count toward required open space for the purposes of open space PUD design, but must ultimately be placed in outlots to be dedicated to the City.

3. Excluding land needed for storm water facilities, not less than 60 percent of the remaining preserved open space shall be in contiguous parcels which are five acres or more in size.

Section 154.657.B.3 Required Buffer zones. No build zones as follows:

- a. 200 feet buffer from all adjacent property lines that about an existing residential development or parcel of land not eligible for future development as an open space planned unit development (Applicable to the south side-west end)
- b. If the development site is adjacent to an existing or approved OP development, the required buffer shall be equivalent to the buffer that was required of the adjacent development (Applicable to the north side)

Shoreland Regulations

Most of the development site is in the Shoreland Boundary area of Downs Lake. The City has adopted a shoreland management overlay district (Article 18 of the City Code) that regulates land uses and the intensity of land uses within the shoreland boundaries of the lakes in Lake Elmo. The purpose of the Shoreland Overlay District is to preserve and enhance the quality of surface waters and conserve the economic and natural environmental values of shorelands. This is accomplished by regulating the placement of improvements and structures and regulating the amount of land alterations and the intensity of development that may occur in the shoreland management area. The shoreland boundary area and management overlay district generally extends 1000 feet out from the ordinary high water mark of a public lake, as determined by the Minnesota DNR. With that said at least 50 percent of the total project area shall be preserved as open space and meet the standards in the ordinance.

Proposed Exceptions and Modifications

One of the reasons the applicant has elected to pursue an OP Planned Unit Development is that the development proposal includes certain elements that do not conform to City requirements. Deviations are listed below:

1. The proposed street within the project area is shown at 24-feet of width in a 50-foot-wide right-of-way. As per the City Engineer's comments, the City should require a 60-foot-wide right-of-way and a standard width street with concrete curb and gutter.
2. The applicant is requesting City approval of several exceptions or modifications to the OP-PUD code or City shoreland standards with this development; These include:
3. Not having a home-owners association (HOA) for the 14 lots as they are not proposing to have any commonly owner property.
4. Allowing each home to have its own on-site septic system and drainfields rather than having a community septic system or systems that would serve several homes. Communal drainfields also are a requirement of the shoreland ordinance for PUD's. The applicant also wants the City to allow drainfields in the open space areas on each lot.
5. Not having community-owned open space. As an alternative, they are requesting the City allow them to plat or dedicate conservation easements on each lot that would protect the natural features on each lot to meet the open space requirements.
6. Having the storm water ponding area(s) on individual lots rather than in a separate outlot that would become the responsibility of the HOA or City to maintain.
7. Having a reduced buffer from the south property line for construction on the development site (100 feet instead of 200 feet).
8. Having a rural section road with gravel shoulders and ditches.
9. Having street right-of-way width of 50 feet instead of 60 feet.
10. Having lots with less than 80,000 square feet of lot area and lot widths less than 200 feet as required by the Shoreland Ordinance.
11. Not showing the exiting wetland and wetland buffer area in a separate outlot.

Site Data and Density Analysis. The proposed development includes lots for 14 dwelling units. The applicant's data shows the site with a total of 32.3 acres (including right-of-way for the new street with no proposed parkland or any arterial street (Manning Avenue) right-of-way).

The City calculates the site density in this case as follows: 32.3 gross acres – 0.19 wetland acres = 32.11 net acres. 14 units divided by 32.11 net acres = 0.44 units per net acre. Section 154.657 A. Density. Identifies an allowed density of .45 units per acre. The request is in line with the OP Code.

Open Space. The OP-PUD ordinance requires that at least 50 percent of the total gross land area in an OP-PUD be preserved as open space. The ordinance also requires that not less than 60 percent of the remaining preserved open space shall be in contiguous parcels that are five acres or more in size and that the preserved open space parcels be contiguous with preserved open space or public park land on adjacent parcels. The Shoreland Ordinance also requires PUD's in the shoreland district of a lake to have at least 50 percent of the total project area be preserved as open space. For the 32.3 acre site, the minimum amount of open space the developer shall preserve is 16.15 acres.

The intent of these regulations is to preserve the appearance and function of open space area, including the topography and vegetation within those areas. The Shoreland Ordinance also requires the developer/owner to provide for the preservation and maintenance, in perpetuity, open space and the continuation of the development as a community.

The Concept Plan submitted by the developer is proposing to preserve about 15.6 acres of open space in this development, which is 0.55 acres less than the required **16.15 acres**, by dedicating conservation easements on parts of each lots for the areas that would be preserved as open space. They are proposing this rather than having the open space in separate commonly-owned parcels within the development. Some of this land also would be used for some of the subdivision's storm water facilities and possibly for septic system drainfields. Since these areas would be privately owned they would not be available for public use and enjoyment, this proposal appears contrary to the concept of preserving open space for the public to use enjoy.

Natural Resource Areas. Preservation of the most sensitive ecological areas is one of the goals of this development. The Concept Plan shows one new street through the site that generally follows the existing contours and allows for the placement of new houses on lots that would minimize the need for site grading and would preserve many of the existing trees on the property. The conservation easement area is represented by the dotted green area. Storm water ponds will also be held in the green areas.



Park Dedication Requirements:

To understand the City's park dedication expectations we need to look at section 153.15 *Parkland Dedication Requirements*. The table below outlines the percentage of money or land that is required to satisfy the City Park dedication requirements. The property is zoned as RR, meaning 5% would be collected.

<i>Zoning Districts</i>	<i>Minimum Required Land Dedication</i>
V-LDR, GCC, LDR, MDR, HDR,	10%
RS, AG, RE, RR (Rural Districts)	5%
C, CC, LC, BP, VMX, MU-BP, MU-C	Fees as set by Council resolution ^a

There are standards in terms of what can/should be accepted for dedication, the following language describes such lands. Also, the City can opt to either accept cash, land, or a combination of both to satisfy the dedication requirements.

153.15 Parkland Dedication Requirements.

(C) *Land acceptability.* The City must approve the location and configuration of any park land which is proposed for dedication and shall take into consideration the suitability of the land and for its intended purpose; the future needs of the City for parks, playgrounds, trails, or open space; and the recommendations of the City's Parks Commission. The following properties shall not be accepted for park land dedications:

- (1) Land dedicated or obtained as easements for streets, sewer, electrical, gas, storm water drainage and retention areas, or other similar utilities and improvements;
- (2) Land which is unusable or of limited use; and/or
- (3) Land within a protected wetland or within a flood plain area unless the Council determines that all of the following criteria are satisfied:
 - (a) Would be in the best interests of the general public;
 - (b) Would be valuable resource for environmental preservation, educational, or habitat preservation purposes;
 - (c) Has an exceptional aesthetic value; and
 - (d) Would not become financially burdensome to the City as a result of maintenance or preservation requirements.

Comprehensive Plan: The Comprehensive Park Plan has not identified any future park facilities in the area of this development. The Developer is not proposing any publicly-owned park facilities with this PUD. The park dedication requirement for a 32.3 acre development is 1.62 acres (5% of the land area) of public parkland or fee equal its value.

Staff Comments on park dedication:

In this instance it would be recommended to accept a cash payment in lieu of accepting land. Given that the development is presented as an OP-PUD a substantial portion of land is preserved as open space (50%). Furthermore, the land is then required to have a conservation easement applied to preserve the lands, as outlined in *Section 154.658*. Although the land would not be public it will still be protect by the conservation easement. Because of this and the fact that the comprehensive plan has not identified this area as an area in need of a neighborhood park, Staff views this as the best option for the development and the City. With that said, the City will be accepting 5% of the value of the property as a cash dedication, unless credit for the trails is provided, the amount would then be less.

Trails:

153.15 (D) *Trails.* Trails constructed by a subdivider within dedicated public open space having at least 30 feet (*For clarity the trail itself is not 30 ft. wide*) of width are eligible for park credit. The maximum amount of trail dedication credit shall not exceed 25% of the total required park dedication. To receive credit for a trail, there must be a through public trail connection to the larger Lake Elmo or Washington County trail network. If the proposed trails are not able to connect to existing trails, they must be installed in a way that would provide a connection to future planned trails as additional infrastructure is established.

At this point The City's standard street detail requires a 6 foot wide public sidewalk be constructed on one side of any public street and to accommodate a sidewalk and the standard right-of-way width is 60 feet wide. The developer has shown on the concept plans an eight-foot-wide trail along the north side of the street running through the development. The plans also show a 50-foot-wide right-of-way for the new street.

Staff Comments:

Based on the provided layout it appears the trail network that is presented is more or less required and would not warrant park dedication credit.

Additional Review:

City Engineer Review. Although the site might not look drastically different from existing neighborhoods there is enough about the development that is different on a technical level to where the City Engineer is recommending the developer submit revised concept plan for additional City review before the City accepts an application for preliminary PUD/plat due to extensive changes that are needed to address the requirements of Washington County and to meet City design standards and requirements.

RECOMMENDATION:

Please keep in mind the approval of Concept plan does not provide the Developer with development rights nor does denial completely shut the project down. This is simply an opportunity for the developer to receive City feedback and amend plans as needed.

Staff recommends that the Park Commission recommend to the City Council accept funds equal to 5% of the Land Value in lieu of land for development of the OP PUD Concept Plan.

“Motion to recommend approval to accept a cash dedication instead of physical land to satisfy the park dedication requirement.”

ATTACHMENTS:

1. Application Narrative dated April 28, 2020
2. Concept PUD Plan
3. Location Map
4. Park Search Area Map
5. City Engineer’s Report dated May 20, 2020



April 28, 2020

PROJECT NARRATIVE

Concept Plan

OPEN SPACE PUD

The subject property is located in the South Half of the Northeast Quarter of Section 24. Bounded on the north by the Heritage Farm open space development; on the east by Manning Avenue North (CSAH 15) with West Lakeland Township east of Manning; on the south (east portion) by a single family Rural Residential parcel; on the south (west portion) by a single family RE zoned project EDEN PARK; and on the west by a single family Rural Residential parcel.

The property is 32.27 acres and is mostly open, rolling and used for agricultural with one single family home occupied presently by the property owners Gary and Meg Johnson. For years their small farm has grown vegetables for sale at a local stand at the end of their driveway. The land also features two drainageways for water from the north to drain southerly toward Downs Lake. There is one small wetland area (0.19 acres) in the northern part of the easterly drainageway that is shown on the plan and it has been delineated and verified by Valley Branch Watershed District.

There is a heavy stand of pine trees providing screening from Manning Avenue. There are several rows of trees that have been planted by the property owners to provide screening along the pipeline route and the southerly property line. There is a nearly continuous row of screening trees along the north line, the westerly line and southerly line of the property. The screening of mature existing trees is proposed to be preserved with the new conservation easements. This should more that cover the 10 trees per lot required in the Open Space PUD ordinance.

The architecture of the neighborhood will be controlled by City Code as well as in the PUD overlay ordinance for this development. Similar building components, materials and roof pitches should be maintained. The architectural styles should extend to the outbuildings on each lot, requiring them to look similar with similar colors and materials to compliment the main home.

The land is guided RAD in the Lake Elmo Comprehensive plan. The zoning is RR Rural Residential. The property is also in the Shoreland District. The Valley Branch Watershed district regulates the surface water, wetland and runoff for this area. The property is served by the Stillwater Area School District 834. Manning Avenue North (CSAH 15) is a major traffic route from the eastern portion of Lake Elmo and various other communities to the north and east of the site.

Traffic on Manning Avenue is connected from Highway 36 on the north to Interstate Highway 94 on the south, and beyond down to Hastings. The Washington County Highway Department regulates traffic, entrances and upgrades on Manning Avenue. The Highway Department has been consulted extensively on the concept layout and street access point. They are supportive of the street access and location, with some conditions. The first condition is that the existing driveway on Manning Avenue would be removed and changed to access the new street. The second condition is to provide access to the property to the

4/28/2020

PROJECT NARRATIVE

Page 2 of 4

south to insure there will not be another request to access Manning Avenue when that property is developed. They also require that turn lanes and bypass be provided for safety of the intersection. This new street connection to Manning Avenue will provide a much needed second access for the Heritage Farm neighborhood, as it was proposed and was a requirement of that development when it was built. Currently there are 36 homes that only have one access point. When Heritage Farm was platted there was an alternate access for Lisbon Avenue to be connected on the south side of this property to the street platted in Eden Park. The north end of the street in Eden Park was vacated by petition of the adjoining property owners to the City Council. The access to Manning is now the only alternative outlet at this point.

This property is eligible for and proposed as an Open Space Planned Unit Development. This project features 14 single family home sites as allowed in the Open Space PUD ordinance. Lot sizes range from 1.26 acres up to 4.32 acres. The new street right of way is proposed as a 50-foot-wide right of way with additional 10-foot-wide Drainage and Utility Easements on each side. There is just over 1900 lineal feet of new street to be built as a 24-foot-wide rural section street with gravel shoulders and an 8-foot-wide bituminous trail on the north side of the street. The property is served with City water from the north in Heritage Farm. The new homes sites will all have individual on-site septic tanks with individual drainfields. The proposed impervious surface is at just under 10% with homes, driveways and street/trail.

As was allowed in almost all the Open Space Preservation developments of the past, we request that the individual drainfield portion of the septic systems be allowed in the open space areas. We are looking for maximum flexibility in siting the drainfields, seeing as the adjoining properties have had some troubles with soil suitability for drainfields. The drainfields are not an above ground feature of the lot and will grow to be nearly invisible once the vegetation is established. The Shoreland Ordinance requires that drainfields be communal... and we are asking to vary from this requirement to allow individual drainfields.

The property will have over 50% of the lot area reserved as open space, covered with conservation easements proposed to be held by the City of Lake Elmo. The open space will be owned and maintained by the individual lot owners, subject to the conservation easement for the City. The City will not have any responsibility for the open space areas... other than to be the entity that holds the easements. The easements will run with the land and be recorded against the lots in perpetuity. The purpose of the open space will be to preserve the land as passive open space with wildlife habitat. A plan will be submitted which will indicate how the land will be maintained. The individual homeowners will be responsible for the plan implementation on their area of the open space. There will not be a CIC declaration nor Homeowners Association for the development. The open space is contiguous with the open space and City Park created in the Heritage Farm open space development from the late 1990s. The open space in this project surrounds the entire property and includes the areas of the drainageways. The open space areas are contiguous throughout the project, except for the street/trail crossings. The open space area protects the existing trees that are crucial to screening this development from Manning Avenue and the adjoining properties.

The existing mature trees more than account for the required 10 trees per lot. We will encourage the new lot owners to plant trees as a part of their individual landscaping plans. They can select their own tree

species and plant them in the preferred locations on their lots. Trees planted by the property owners have a better chance of thriving... as the owners will have a heightened sense of ownership because they planted them. We anticipate planting the required boulevard trees, one every 30 lineal feet in clusters that make the most sense. That is 1917 lineal feet of street divided by 30 feet spacing is 64 trees. This will be a nice beginning compliment to the landscape plans of the new homeowners in this neighborhood.

It is envisioned that the only area of storm water ponding would be at the very south end of the main drainageway, before it exits towards Downs Lake to the south, as it always has. We propose to cover this drainageway and ponding area with easements instead of creating an Outlot for the pond. This will keep the property on the tax roll and the individual lot owner would maintain the vegetation while allowing the City and Watershed District access to the pond.

There will be a 50 foot wide street right of way dedicated to the property south of this project. This street right of way will be adjacent to the ponding area. The property to the south is also eligible for an Open Space PUD development. This will provide a street access, as opposed to having another street entrance on Manning Avenue. This is one of the conditions required by the Washington County Highway Department. The property owners to the south have been consulted... and they have no interest in developing their property at this time. The street would not be built until such time as the property to the south is developed.

The buffers are as follows: The east property line is the right of way of Manning Avenue North, no buffer required. The north line is a border with Heritage Farm, no buffer required because Heritage Farm did not have a buffer when it was built. The west line adjoins a single family home zoned RR. There is a pipeline easement that is east of the property line about 250 feet to the east line of the easement. No additional buffer is required. On the south property line, we are adjoining both Eden Park neighborhood and on the easterly portion is an RR parcel that is eligible to be an Open Space PUD. The buffer is 100 feet from property that could be Open Space PUD. The portion that is bordered by Eden Park should technically be a 200 foot buffer. We are asking for a modification from this buffer due to the fact that the lots in Eden Park are wooded lots as well as the distance from the existing homes to the homes proposed in this development is in excess of 300 feet. The ordinance does provide for buffer mitigation by vegetative planting... if the buffer is modified. There is a half street, labeled 25th Street that was platted along with Eden Park. That street will never be opened. With a street... there would have been even less buffer required.

This project will feature minimum grading to the site. The street layout and lot configuration were designed to be in harmony with the land. The existing trees and rolling nature of the site make for a beautiful landscape for this new neighborhood. The grading will be limited to grading for the street and the storm water ponding features along the south line. There will not be any mass grading of the site, nor any graded "house pads" in this project. The home sites will be individually located to follow the land. With the streets being proposed as rural section streets with gravel shoulders, this will feel like another one of the many desired rural neighborhoods in Lake Elmo.

The park plan for the City of Lake Elmo does not designate a park on this property. A larger parcel was dedicated as a park just to the north of this project in Heritage Farm. That park land is currently being

used as passive open space, instead of a typical developed park. We would anticipate that the City would prefer to have a “cash in lieu” payment instead of land dedication.

We are hoping to get feedback from the City Staff, Planning Commission and City Council during this Concept Phase. We have outlined some items that need a 4/5th majority vote to vary from the strict language of the Open Space PUD requirements and the Shoreland Overlay requirements. They include using a rural street section without the concrete ribbon curb in favor of gravel shoulders. This would create a more rural street image while saving the costs of the concrete areas. We also ask to use individual drainfields instead of communal drainfields, along with the flexibility to site the drainfields in the open space area of the lots. We ask that the required Homeowners Association be waived for this project. There will be no commonly owned lands or features that require cost sharing and maintenance. We also ask for modification to the buffer in one area along the south line (west portion) from 200 feet to 100 feet, adjacent to the Eden Park neighborhood. Another modification we are asking for is regarding the stormwater ponding area. It will be created adjacent to the dedicated public street access for the property to the south and we would prefer to have the lot owner own the area covered by the pond instead of creating an Outlot. We feel that with the Drainage and Utility Easement covering it, it would be protected and still allow for City access to the ponds. The adjoining lot owner would be charged with maintaining the area around the ponds. The Shoreland Ordinance suggests that lot area should be 80,000 square feet (1.83 acres) and lot width of 200 feet. While many of the lots in this development are within the 1000 foot area of Downs Lake... but there is NO frontage on the lake and there is NO view of the lake. The ordinance allows for varying from these two standards. They are created to protect the views from the lake, as well as the intensity of development on the lake. Included on the “Area Map Around Downs Lake” you can see the existing homes around the lake are not compliant with either of these two standards. Also, included on the map there is a cross section line. This helps to illustrate that the new development doesn’t have any view lines to or from the lake... as well as it being completely screened by mature trees from the lake. Those mature trees are being preserved by the open space easements.

The open space design elements of the ordinance have been met, or modifications have been requested in the previous areas of this narrative. We have strived to outline how these deviations or modifications are supported by achieving the goals of the ordinance. They will allow for a higher quality building and site design, create a more unified environment for the development by minimizing streets, grading and disruption of the natural landscape. We look forward to working with the City on creating a harmonious new neighborhood with this project.

CONCEPT PLAN
OPEN SPACE NEIGHBORHOOD

DEVELOPER: Paul Bruggeman
Bruggeman Builders
9260 Jeffrey Boulevard North
Stillwater, MN 55082

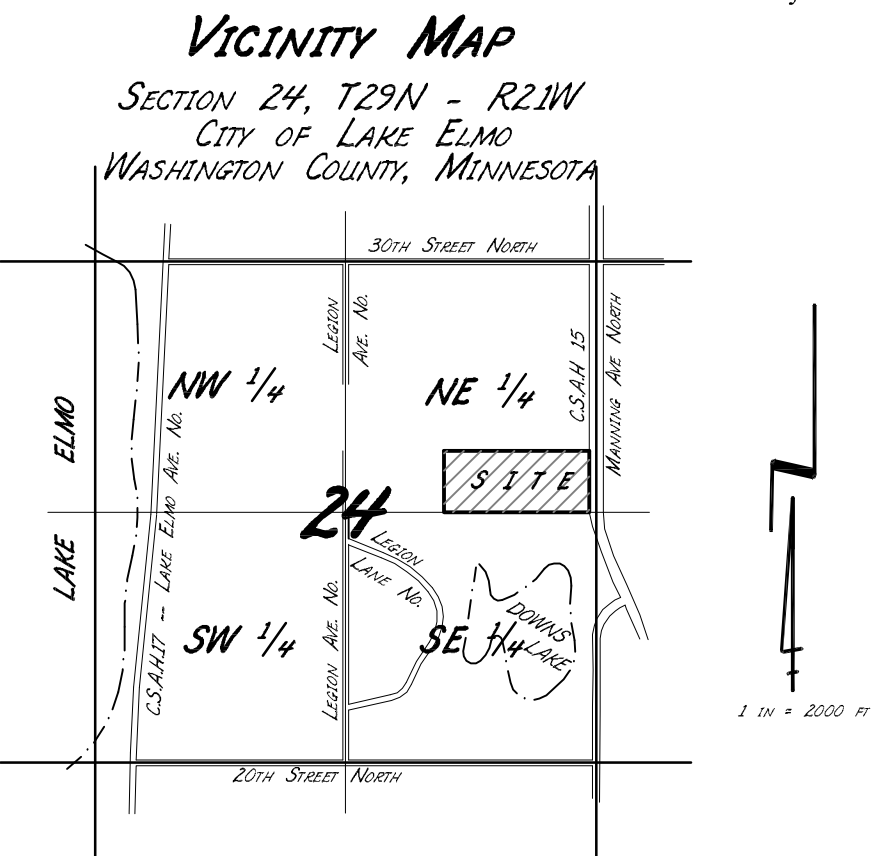
PROPERTY OWNER: Gary and Meg Johnson
2500 Manning Avenue North
Lake Elmo, MN 55042

LEGAL DESCRIPTION: That part of the South one-half of the Northeast Quarter, except the north 35.48 acres thereof of Section 24, Township 29 North, Range 21 West, Washington County, Minnesota, described more particularly as follows:

Commencing at the East Quarter corner of said Section 24, a found Washington County Cast Iron Monument; thence South 89 degrees 49 minutes 25 seconds West, bearing based on the Washington County Coordinate System, a distance of 42.39 feet along the south line of the Northeast Quarter of Section 24 to the westerly right of way of County State Aid Highway No. 15 and to a found Washington County right-of-way monument for the point of beginning; thence South 89 degrees 49 minutes 25 seconds West a distance of 1926.78 feet along the south line of the Northeast Quarter of Section 24; thence North 00 degrees 15 minutes 37 seconds West a distance of 732.32 feet parallel with the westerly line of the Northeast Quarter of Section 24; thence North 89 degrees 41 minutes 54 seconds East a distance of 1913.66 feet along the southerly line of said north 35.48 acres to the westerly right of way of County State Aid Highway No. 15; thence South 00 degrees 03 minutes 10 seconds West a distance of 416.98 feet along the westerly right of way of County State Aid Highway No. 15 to a found Washington County right-of-way monument; thence along a curve concave to the east an arc length of 314.97 feet (314.90 record) to a found Washington County right-of-way monument, said curve has a delta angle of 6 degrees 10 minutes 13 seconds (6 degrees 10 minutes 08 seconds record) a radius of 2924.79 feet and the chord of said curve bears South 3 degrees 01 minute 35 seconds East a distance of 314.82 feet (314.75 feet record); thence South 2 degrees 34 minutes 55 seconds East a distance of 5.09 feet along the westerly right of way of County State Aid Highway No. 15 to the point of beginning.

Folz Freeman Surveying LLC
LAND PLANNING and SURVEYING
12445 55TH STREET NORTH
LAKE ELMO, MINNESOTA 55042
(651) 439-8833 www.FFSurveying.com

Timothy J. Freeman, Land Surveyor, Lic 16989



LOT AND OPEN SPACE AREAS

Lot	Block	Overall Lot Area (Acres)	Open Space Esmt (Acres)	Net Buildable Area (Acres)
1	1	1.46	0.75	0.71
2	1	1.33	0.31	1.02
3	1	1.42	0.87	0.55
4	1	1.94	0.86	1.08
5	1	1.47	0.4	1.07
6	1	1.67	0.4	1.27
7	1	2.6	1.76	0.84
Subtotals		11.89	5.35	6.54
1	2	2.71	2.08	0.63
2	2	2.03	1.1	0.93
3	2	2.53	1.37	1.16
4	2	1.97	1.11	0.86
5	2	1.26	0.67	0.59
1	3	3.06	1.96	1.1
2	3	4.32	1.99	2.33
Subtotals		17.88	10.28	7.6
Totals		29.77	15.63	14.14

LOT AND OPEN SPACE CALCULATIONS

GROSS AREA:	32.27 ACRES
UNBUILDABLE AREA: (Delineated Wetland)	0.19 ACRES
TOTAL BUILDABLE AREA:	32.08 ACRES
UNIT CALCULATION (18 UNITS / 40 ACRES):	14.4 UNITS
AREA OF LOTS: (MINUS STREETS)	29.77 ACRES
REQUIRED OPEN SPACE NEEDED: (50%)	14.89 ACRES
OPEN SPACE PROVIDED:	15.63 ACRES

SITE INFORMATION

Present Zoning: RR - RURAL RESIDENTIAL
Requested Zoning: Open Space - Planned Unit Development

Lots will utilize on-site septic & drainfield with City watermain

Street and bituminous trail length is 1917 lineal feet

Street trees to be provided: 1917/30ft = 64 trees planted in clusters

Lot trees at 10 per lot to be installed by homeowners

Stillwater Area School District 834

Entire Area Within Valley Branch Watershed District

Note: Existing Lidar contours and elevations are from data provided by MN DNR. The horizontal datum for the mapping is based on the Washington County Coordinate System NAD83 and the vertical datum is NAVD, 1988 adjustment.

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the Laws of the State of Minnesota.

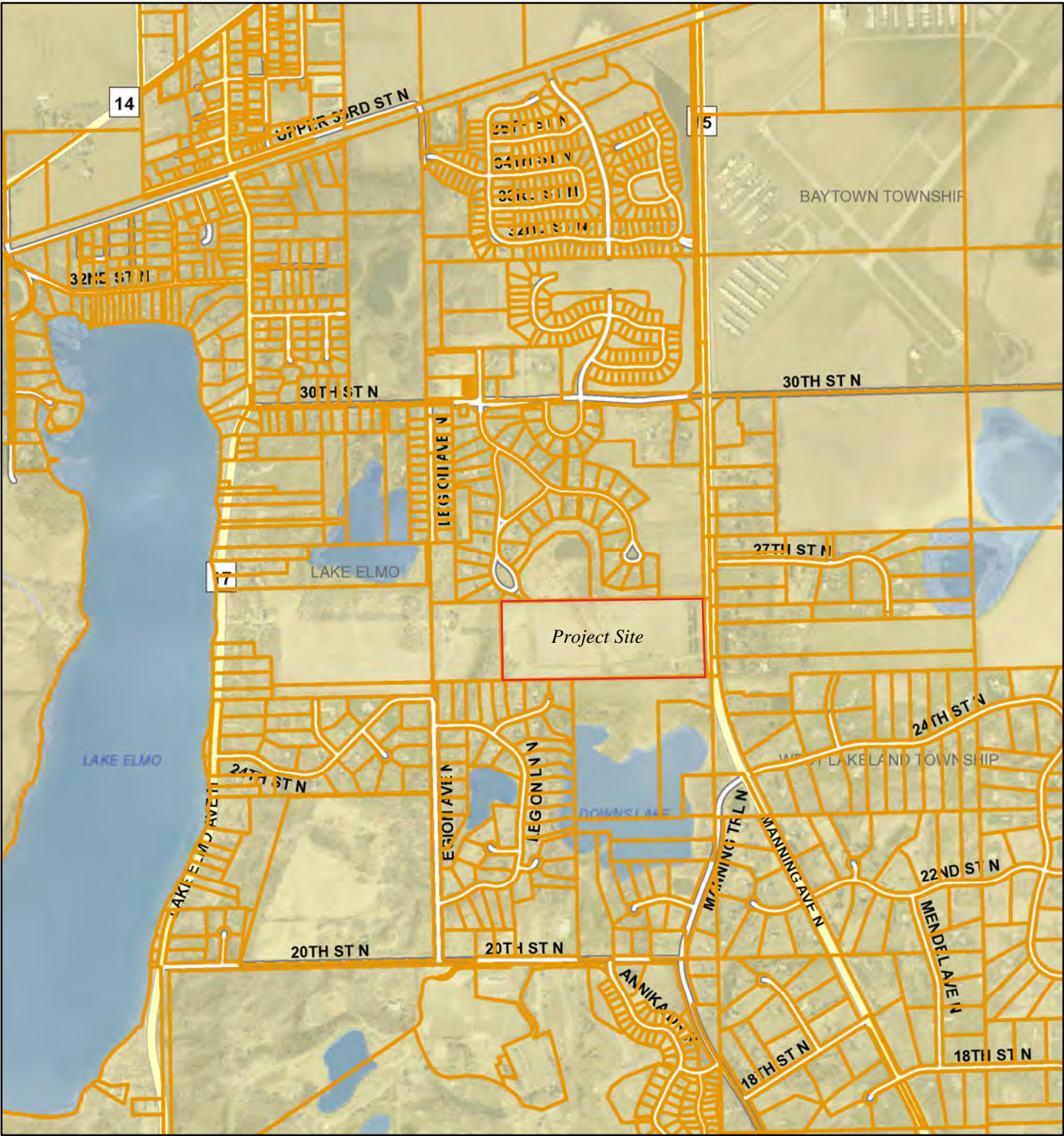
Timothy J. Freeman, LS
Minnesota License No. 16989

4/17/20
Date

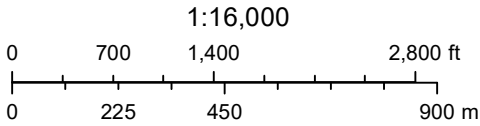
Note: Official Copies of this map are crimp sealed

CIVIL ENGINEERING:
Matthew Woodruff, PE
Larson Engineering, Inc.
3524 Labore Road
White Bear Lake, MN 55110
651-481-9120
www.larsonengr.com

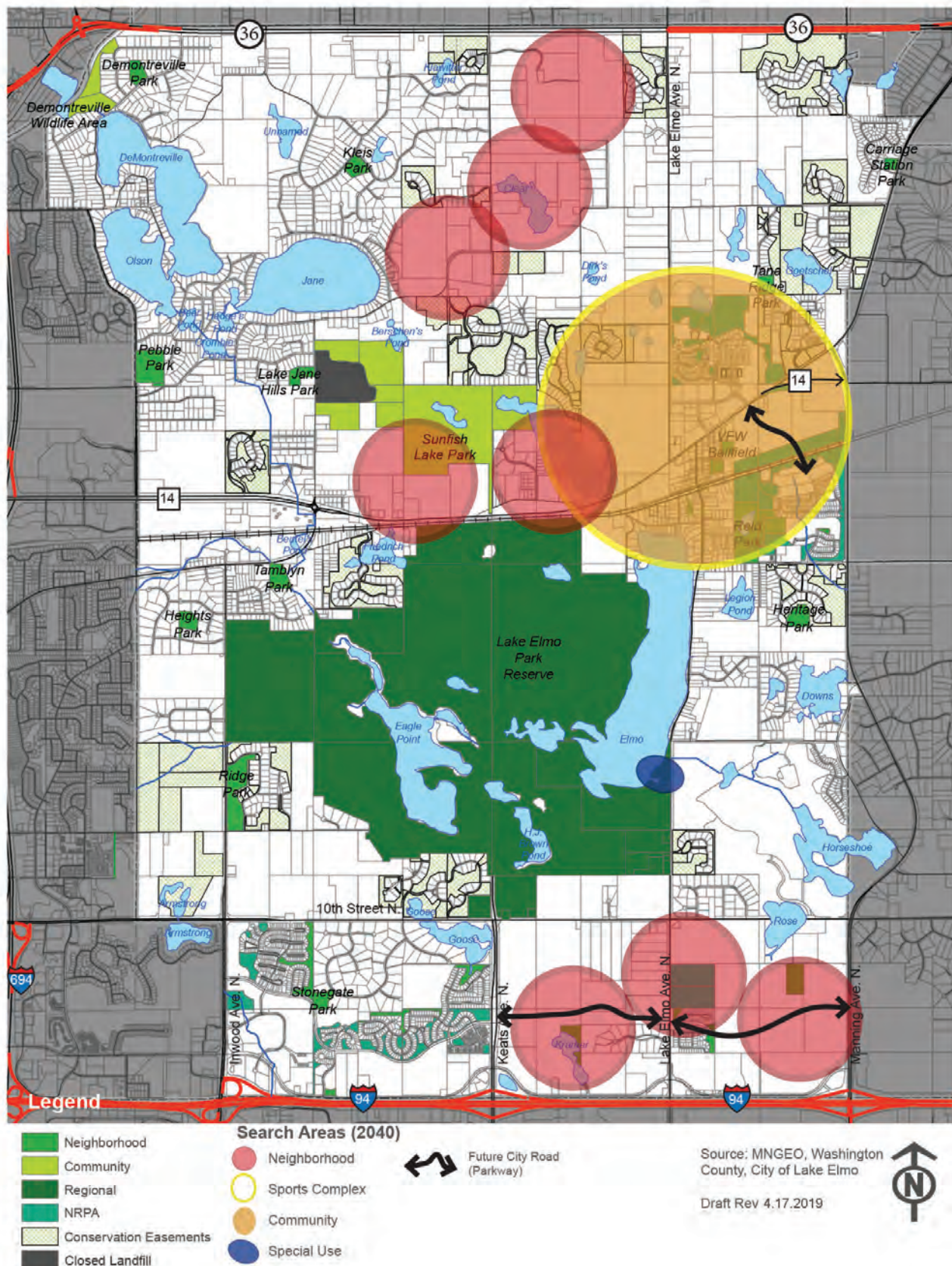
Washington County, MN



June 4, 2020



Map 6-7. Search Areas for New Parks and Facilities



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: May 20, 2020

To: Ken Roberts, Planning Director Re: Bruggeman Open Space PUD (2500 Manning Ave)
Cc: Chad Isakson, PE, Assistant City Engineer Concept Plan Review
From: Jack Griffin, PE, City Engineer

An engineering review has been completed for the Bruggeman Open Space (2500 Manning Avenue) Concept Plans received on April 30, 2020. The submittal consisted of the following documentation:

- Concept Plan Narrative dated April 28, 2020.
- Concept Plan Open Space Neighborhood, dated April 17, 2020.

STATUS/FINDINGS: Engineering review comments and recommendations should be considered preliminary. Concept plan changes will be significant to adequately address the requirements from Washington County, and to make the necessary plan changes to meet city design standards and requirements. It is therefore recommended that revised concept plans be submitted for additional city review prior to accepting Preliminary Plan submittal.

When submitting revised concept plans, the application should be deemed complete unless the submittal meets the minimum city ordinance requirements, including a 1" = 100' scaled existing conditions plan; labeled 2-ft. contours; and a 1" = 100' scaled proposed site plan.

STREETS AND TRANSPORTATION

- Manning Avenue right-of-way. Additional right-of-way must be dedicated along Manning Avenue to provide 90-feet of right-of-way from the Manning Avenue centerline. The proposed plan only shows 60-feet.
- Access Management. Washington County has reviewed and approved the access point to Manning Avenue. Based on County improvement plans for Manning Avenue, this access will likely become a right-in right-out access with a center median preventing full access to the neighborhood. With the approval of this access, a local street right-of-way must be provided (as shown) to the property to the south as an additional access to Manning Avenue will not be permitted by the County for development of this southerly property.
- Manning Avenue Improvements. The development will be responsible to make improvements to Manning Avenue, at developer's sole cost, with all improvements installed per Washington County requirements. Improvements include right and center left turn lanes at the intersection of the new local street.
- Local Street Access Improvements. The local street connection at Manning Avenue should include a short length of wider street to provide dedicated right and left turn lanes onto Manning Avenue.
- Manning Avenue Trail. The developer will be responsible to construct a 10-ft. wide bituminous trail along the frontage of Manning Avenue consistent with the Washington County trail plans.
- Secondary Access. A residential street connection is required to Lisbon Avenue in the Heritage Farms development, as shown, connecting to Lisbon Avenue where there is existing right-of-way. Parts of Lisbon Avenue will need to be reconstructed into the Heritage Farms neighborhood to convert the existing cul-de-

sac to a future through street meeting current city street design standards. Updating to current standard is necessary as the street is converted from a dead end to a through street.

- A residential street stub will be required to the southerly plat limits as shown. The stub location must be coordinated with the property owner, and both the right-of-way must be platted and the street constructed as part of this development. If the street is not required to be constructed as part of this development, this street connection is likely to not be completed as planned.
- All streets must be designed to meet the City Engineering Design Standards including R/W width, street width and cul-de-sac radii. Surmountable concrete curb and gutter should be installed in single family residential areas with future driveways and B618 curb installed along entrance roadways.
 - The application requests 24-foot wide rural section streets, no ribbon curb, and within 50-foot right-of-way. Rural section streets are prohibited by the Open Space ordinance and are not recommended.
 - Rural section streets with property constructed roadway drainage ditches would not fit within a 60-foot right-of-way, in particular with a trail or sidewalk.
 - If rural roadways are permitted, concrete ribbon curb in accordance with city standards should be required to protect the roadway from premature failure.
- The minimum development right-of-way must be determined based on roadway design specifications and proposed roadway use.
 - An 8-foot bituminous trail with 2-foot clear zones is recommended to be constructed along the entire length of all proposed streets, as shown. The proposed right-of-way of 50-feet is not sufficient to accommodate the city standard urban roadway with 8-foot bituminous trail. A minimum of 60-feet is required.
 - Street widths should be constructed consistent with the revised city standards dated April 2019 to address adequate emergency access along all city streets.
 - On-street parking needs should be considered and street widths adjusted accordingly in areas where parking is deemed needed and to meet city design standards.
 - Parkway or divided roadways must be a minimum of 19 feet wide from face of curb to face of curb. The divided roadway segment of Lisbon Avenue must be reconstructed to meet current city standard for divided one-way streets.
- The proposed public street appears to cross a significant drainage way. The preliminary plans will need include a detailed drainage design to identify adequate culvert capacity while meeting city design standards. An emergency overflow will be required as part of the street design and supporting hydraulic modeling provided.
- Ten (10) foot utility easements are required on either side of all right-of-way.
- The new local street must intersect Manning Avenue at 90-degrees and maintain a minimum 100-tangent prior to any curvature. The maximum street slope in the first 50 feet cannot exceed 2.5%.
- Residential maximum longitudinal grade is 6% with sidewalks/trails.

MUNICIPAL WATER SUPPLY

- Municipal water service is readily available within the Heritage Farms development located north of the proposed subdivision. The applicant is responsible to extend municipal water into the development to serve the proposed properties. Use of private wells is not recommended due to the ongoing groundwater contamination issues in the area.
- Two connection points to the existing watermain system is recommended. The subdivision should connect to the existing 6-inch watermain located in Lisbon Avenue and extend along the length of the proposed public roadway. City design standards only permit a maximum length for dead end pipe of 1,000 feet. A second connection should be made to Lisbon Court North on the east side of the Heritage Farms subdivision.
- Extension of city water to serve this development may pose circulation and service pressure concerns. Should the development proceed forward, it is recommended that a water service study be completed to analyze system capacity and pressures for serving the proposed subdivision.

- A watermain lateral stub will be required to the south plat limits for future extension of city water along Lisbon Avenue within the Eden Park subdivision.
- A watermain lateral stub will be required to the south plat limits along the proposed stub street.
- Trunk watermain oversizing will need to be evaluated upon receipt of preliminary plat/plans.

MUNICIPAL SANITARY SEWER / WASTEWATER MANAGEMENT

- The development property is located outside of the City designated Municipal Urban Service Area (MUSA) for sanitary sewer service. The developer is proposing individual on-site wastewater treatment systems for each lot to address wastewater management within the development.
 - Individual on-site wastewater treatment systems (ISTS) are regulated by Washington County and would be required to meet the permitting requirements of the County. City ordinances also requires all ISTS to conform to Minnesota Pollution Control Agency Standard Chapter 7080.
 - The application should be revised to show both a primary and secondary ISTS system for each lot and both systems must be fully located on the lot it serves (no common areas).
 - The Concept plan must be revised to show all septic systems meeting all setback requirements, including 10-feet from all property lines and 20-feet from all structures. Setbacks should be dimensioned and labeled on the revised plans.
 - All septic systems must be shown to not encroach any part of a lot easement or drainage and utility easement, including all 100-year HWL from adjacent storm water ponds and from the stormwater drainage pathway.
- At the time of Preliminary Plat submittal, the application should be deemed incomplete unless the applicant has demonstrated sufficient available land for the use of individual on-site wastewater treatment systems for each lot, with each ISTS meeting or exceeding all applicable City rules and MPCA Chapter 7080. Submittal documents must include documentation from field investigations and soil borings taken at the proposed ISTS locations demonstrating suitable soils for each site.

STORMWATER MANAGEMENT

- The site plan is subject to a storm water management plan meeting State, VBWD and City rules and regulations. No proposed storm water management plan was provided as part of the Concept Plan.
- Storm water facilities proposed for the site plan, meeting State and VBWD permitting requirements, must be constructed in accordance with the all City Engineering Design Standards.
- The general drainage system should mimic the natural topography of the site in order to ensure a drainage system that provides positive storm water drainage across the development. Overland emergency overflows or outlets will be required as part of the site plan.
- The site plan shows one storm water pond area located on Lot 1, Block 3. The Site plans must be revised to show all storm water basins to be located on dedicated Outlots. The Stormwater Facility Outlots must fully incorporate the 100-year HWL, 10-foot maintenance bench and all maintenance access roads. Preliminary drainage calculations should be performed as part of revising the concept plans for resubmittal to allow for adequate storm water basin site planning.
- The site plan shows one storm water pond area located within an existing storm water drainage path. It is likely that the storm water pond will need to be located to allow for the continuation for the existing drainage path.
- The storm sewer system shall be designed to maintain the City standard **minimum** pipe cover of 3 feet. Drain tile is required as part of the City standard street section at all localized low points in the street. Drain tile considerations may impact the storm sewer design and depth requirements at low points.
- Per City requirements all storm sewer pipe easements must be a minimum 30-feet in width.

ADDITIONAL CONSIDERATIONS

- All public improvements constructed to support the development must be designed and constructed in accordance with the City Engineering Design Standards Manual available on the City website.



STAFF REPORT

PARKS COMMISSION

DATE: 6-15-2020

TO: Parks Commission
FROM: Ben Prchal, City Planner
AGENDA ITEM: Schiltgen Farm Concept Planned Unit Development (PUD) Plan Review
REVIEWED BY: Ken Roberts, Planning Director

BACKGROUND:

Mr. Ben Schmidt, representing the Excelsior Group, is requesting approval of a concept planned unit development (PUD) for the Schiltgen Farm property located 10880 Stillwater Boulevard.

The proposed concept PUD has a total of 318 housing units – 200 single family home sites and 118 townhouse or row home units on 105.3 acres (net) with a density of about 3.0 dwelling units per acre (D.U.A). A western portion of the development site is within the Shoreland Management Area of Sunfish Lake. This triggers the need for a Planned Unit Development because the proposed lots do not meet the lot area, lot width and impervious requirements listed in the City's Shoreland Code for Natural Environment lakes.

ISSUE BEFORE THE COMMISSION:

The Commission is respectfully being requested to review and provide feedback to the developer, and make a recommendation on proposed parkland and trails to the City Council for the Concept Planned Unit Development to be called Schiltgen Farm.

GENERAL INFORMATION:

Applicant: Excelsior Group (Ben Schmidt), 1660 Highway 100 South, Suite 400, Saint Louis Park, MN 55416

Property Owner: Schiltgen Farms Inc. 10880 Stillwater Boulevard, Lake Elmo

Location: 10880 Stillwater Blvd, Lake Elmo
 Four Parcels all in Section 14, Township 29 North, Range 21 West, Washington County, Minnesota.

PID#s: 1402921140001, 1402921410003, 1402921410001 and 1402921410002

Request: Concept PUD Plans approval

Site Area: 123.4 acres (all PIDs)

Residential Development Area: 105.3 acres

Existing Land Use Designation: V-LDR (Village Low Density Residential)

Proposed Land Use Designation: V-MDR (Village Medium Density Residential)

Current Zoning: RT – Rural Development Transitional District

Proposed Zoning: VMX/PUD (Village Mixed Use/PUD)

Surrounding Zoning: V-LDR/PUD (north)/ PF – Public Facilities (east)/ RS across railroad tracks (south)/ RT and RR (west).

Deadline for Action: Application Complete – 5/07/2020
 60 Day Deadline – 7/05/2020
 Extension Letter Mailed – No
 120 Day Deadline – 9-3-2020

Applicable Code: Article 12 – Urban Residential Districts
 Article 18 – Planned Unit Development Regulations
 Article 19 – Shoreland Management Overlay District
 Chapter 153 – Subdivision Regulations
 §150.270 Storm Water, Erosion, and Sediment Control

PROPOSAL DETAILS/ANALYSIS:

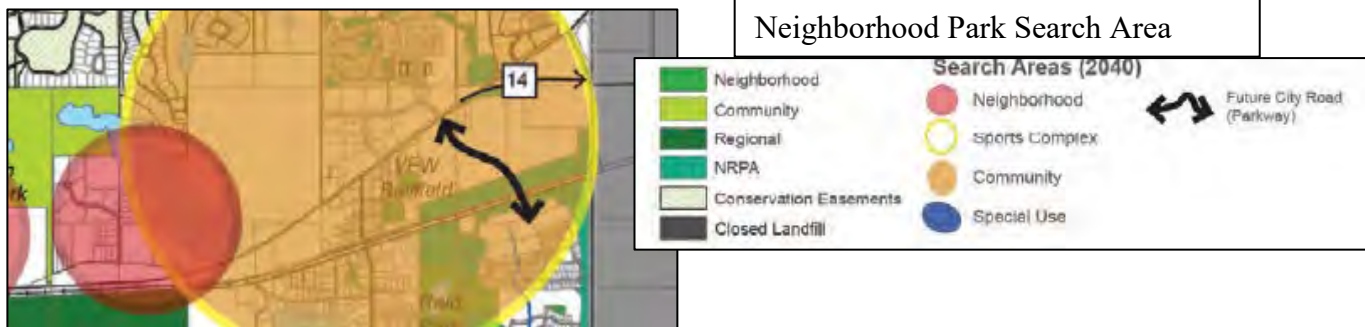
Development Summary.

In order for the development to be approved there are some zoning related amendments that need to take place. For example they will need approval of a comprehensive plan amendment, which will adjust the guided land use for the property. The intent of this amendment would allow multi-family housing units to be incorporated into the portion of the development south of Stillwater Blvd. At this time the developer has submitted a proposal which consists of 118 town house units and 200 single family units. The table below outlines how the land for the development is broken out. With this in mind the number units compared to the net acreage results with density count of 3 du/acre.

Total Site Area	123.4 acres (gross)
Residential Site Area	105.3 acres (Net)
Outlot & Open Space Areas	24.8 acres (20.8 acre open space/green area and 4 acres open space area – barn)
Ponding Areas	10.6 acres
Stillwater Blvd ROW	5.5 acres
Lake Elmo Ave ROW	2 acres
Wetland Area	10.6 acres
Residential Lot Area	105.3 acres (net)

Parks and Trails.

- *Park Dedication Requirement.* The developer is required to provide the City with either physical land, cash payment, or a combination of both. The developer will be required to provide the City with 10% of the land, which would come to 12.34 acres.
- *Park Dedication.* There are large sections of the development which are left open (20.8 acres), specifically next to the lake. Much of that is undevelopable due to the existing slopes and the requirements in the shoreland code.
- *Neighborhood Park Search Area.* The Comprehensive Park Plan identifies a neighborhood park search area over a portion of the proposed development area. The Comprehensive Parks Plan also identifies this development in the search area for a Sports Complex/community park. The Commission should consider the need of a neighborhood park within the development site or a community sports complex in this area.
- *HOA Land.* The developer intends to preserve the barn and there will be 4 acres of land around the barn that will also be undeveloped and owned by the HOA.



Park Dedication Criteria:

The City Code outlines the type of land that is considered acceptable for park dedication. This language outlined below, can be found in Section 153.15 Park Land Dedication Requirements.

153.15 Parkland Dedication Requirements.

(C) *Land acceptability.* The City must approve the location and configuration of any park land which is proposed for dedication and shall take into consideration the suitability of the land and for its intended purpose; the future needs of the City for parks, playgrounds, trails, or open space; and the recommendations of the City's Parks Commission. The following properties shall not be accepted for park land dedications:

- (1) Land dedicated or obtained as easements for streets, sewer, electrical, gas, storm water drainage and retention areas, or other similar utilities and improvements;
- (2) Land which is unusable or of limited use; and/or
- (3) Land within a protected wetland or within a flood plain area unless the Council determines that all of the following criteria are satisfied:
 - (a) Would be in the best interests of the general public;
 - (b) Would be valuable resource for environmental preservation, educational, or habitat preservation purposes;
 - (c) Has an exceptional aesthetic value; and
 - (d) Would not become financially burdensome to the City as a result of maintenance or preservation requirements.

Staff has not walked the land but does believe some of the area near the lake would have some value as a “nature park” and would have similar aesthetics to Sunfish Lake Park. In order for this land to be accepted the City would need to consider the criteria of 153.15 C 3. a-d (above). Furthermore, trails can count towards the required park dedication. Unless the trails are public and deeded to the City, dedication credit for the trails should not be considered. With that said, Staff does believe portions of the open space could count towards the park dedication requirements. This type of dedication would not lead to further park development as it would more than likely remain “natural.” The Commission should also consider the need for a more traditional 1-2 acre neighborhood park within the development.

The Parks Chapter of the 2040 Comprehensive plan defines a neighborhood park as “smaller parks offering more common and highly-used facilities to immediate area residents.” Within the neighborhood search area there is not a public park to serve the immediate area. The Parks within Legacy at Northstar are not public and there would not be a location internal to the development that immediate residents would have access to. The elementary school is in close proximity but it would require children to cross a busy roadway to utilize the facility. Being that this is the concept phase of the development review it would be most appropriate to state the types of facilities the Commission would like to see in a neighborhood park, if desired. For example, a ball field, open field for field sports, a playground, or a combination.

Size Reference:

Reid Park	- The area encompassing the ball field and park is around 3 acres.
Lions Park	- 3.36 acres, playground, hockey rink, and ball field
VFW Park	- 3.23 acres, ball field
Easton Vil. Park	- 1.36 acres, field and playground
Hammes Park	- 1.93 acres, playground

OPTIONS:

The Commission may recommend to the City Council:

- The City accept cash in lieu of land.
- The City accept land in lieu of cash.
- The City take a combination of both.

RECOMMENDATION:

Staff recommends the Parks Commission review the proposed Concept Plat and PUD Plans and make recommendation to Council about the park dedication and trail requirements for the development by choosing one of the options listed above.

ATTACHMENTS:

- Concept Plan and Narrative
- Washington County Central Greenway Map
- Lake Elmo Park Search Area – Map 6-7

To: City of Lake Elmo
Re: Schiltgen Property Development, Concept Plan review

May 7, 2020

Thank you for taking the time to review the concept plan for the Schiltgen property.

The Property

The property consists of approximately 123 gross acres located on Stillwater Boulevard, west of Lake Elmo Avenue. The western edge of the property is bounded by Sunfish Lake and the north by the new Legacy at NorthStar development. The property is generally flat where development is being proposed. The area near Sunfish Lake consists of wooded slopes. There is existing single family to the northwest, new single-family construction to the north, a mix of commercial to the east, and single family south of the railroad.

Comprehensive Plan

The Property is designated in the 2040 guide plan as Village-Low Density Residential allowing 1-3 units/acre. The Concept Plan as submitted meets the guide plan at 3 units per acre.

Zoning

The existing zoning is Rural Development Transitional (RT). We will request a re-zoning to a PUD within a Shoreland Overlay District. We are able to provide a better design for the area with the use of the PUD. We believe we are in compliance with the following standards and criteria for a PUD (§154.751):

- A. Innovation in land development techniques that may be more suitable for a given parcel than conventional approaches.
In clustering the homes on the flattest portions of the site and complying with 50% shoreland overlay open space, we are maintaining more distance between development and the lake, preserving most of the trees on site, and preserving the existing terrain near the lake.
- B. Promotion of integrated land uses, allowing for a mixture of residential, commercial, and public facilities.
We are proposing a mix of residential housing types. Single family lots closer to the lake, smaller villa style living on the north and east, and higher density townhomes south of Stillwater Boulevard, north of the railroad. This provides a variety of life cycle housing options in one neighborhood.
- C. Provision of more adequate, usable, and suitably located open space, recreational amenities, and other public facilities than would otherwise be provided under conventional land development techniques.
30+ acres of open space will be conserved or created within the shoreland overlay. This will conserve the slopes and woodland and provide a significant buffer around the lake and wetland. Some of this open space will be around the existing barn which will be preserved in some fashion.

- D. Accommodation of housing of all types with convenient access to employment opportunities and/or commercial facilities; and specially to create additional opportunities for senior and affordable housing.

This location, being close to the heart of Lake Elmo's village and commercial districts, creates housing opportunities for local employees and with the proposed trail and street connection to the Old Village the proposed development becomes the gateway for many residents north of Stillwater Boulevard to walk or bike to there. In addition, this location offers easy public or private transportation access via Stillwater Boulevard to area freeways.

- E. Preservation and enhancement of important environmental features through careful and sensitive placement of buildings and facilities.

Nearly 21 acres of land will be maintained in perpetuity as either private or public open space near Sunfish Lake. This is a significant piece of property that will become the gateway to Lake Elmo, maintaining a rural first impression for those visiting the city and offering recreational opportunities for the residents of Lake Elmo. This open space area also provides a significant space for existing woodland and wildlife conservation.

- F. Preservation of historic buildings, structures, or landscape features.

It is our intent to save or restore a portion of the historic barn for use as an interpretive center.

- G. Coordination of architectural styles and building forms to achieve greater compatibility within the development and surrounding land uses.

The Excelsior Group partners with national and local homebuilders that deliver high-quality and architecturally appealing homes and will continue to work with homebuilders that will deliver homes that will be architecturally compatible within the development and surrounding community.

- H. Creation of more efficient provision of public utilities and services, lessened demand on transportation, and the promotion of energy resource conservation.

The development is conveniently located at a main intersection within the City of Lake Elmo, within walking and biking distance to retail, office, and educational facilities. It is also within walking distance to the Lake Elmo Park Reserve. This would allow for the residents to access these services and amenities without the need to drive, lessening the impact to traffic and roads. It also promotes a more sustainable living/less car-dependent option to be in close proximity to these services and amenities.

- I. Allowing the development to operate in concert with a redevelopment plan in certain areas of the City and to ensure the redevelopment goals and objectives will be achieved.

The development will utilize a new sewer line that will be built to serve portions of the Old Village, thereby making the installation of the line more efficient.

- J. Higher standards of site and building design than would otherwise be provided under conventional land development technique.

A PUD would allow for a mix of housing types (various single-family sized lots and townhomes), providing a more interesting and unique development, both visually and in meeting the housing needs for a broader demographic in the community, as identified as a goal within the newly adopted Comprehensive Plan.

Infrastructure

The proposed neighborhood will have access off Stillwater Boulevard as well as Lake Elmo Avenue. We will connect to the two public right of way stubs on the south side of Legacy at NorthStar. We will design 60' wide public right of ways for all the single-family homes. A portion of the multifamily townhomes on the south will be served by private drives.

There is a water stub to the north in the new Legacy neighborhood as well as within Stillwater Boulevard near Lake Elmo Avenue and south of the railroad. The entire project area will connect to sanitary sewer located south of the railroad.

Stormwater ponding will be designed to meet or exceed all state and local engineering standards. In addition to providing stormwater design for the proposed development, we are also planning on providing the City an additional 3-5 acres for City regional ponding on the east side of the development.

Tree Preservation and Open Space

Through the use of a PUD within a shoreland overlay district, we will be required to provide 50% of the shoreland overlay area as open space. This ends up being about 10 acres more than would be required if this were a standard PUD. We are proposing nearly 21 acres of this open space adjacent to Sunfish Lake. This will allow for passive recreation and woodland and wildlife preservation as well as significant buffering for the lake and wetland. The remainder of the open space will be around the existing historic barn, along Stillwater Boulevard, a portion of a trail corridor, and buffer along the existing railroad. The 31+ acres that are required will be within the 1000' shoreland overlay area. There will be additional opportunities for open space and buffering along the railroad, Stillwater Boulevard, Lake Elmo Avenue, additional trail corridors, and stormwater ponds.

Housing Product

The housing will consist of a mix of single-family homes on two different lot sizes as well as townhome units. This will provide a variety of housing options and price points to support the housing needs of various demographics within the community, as identified as a housing goal by the recently adopted Comprehensive Plan.

Phasing

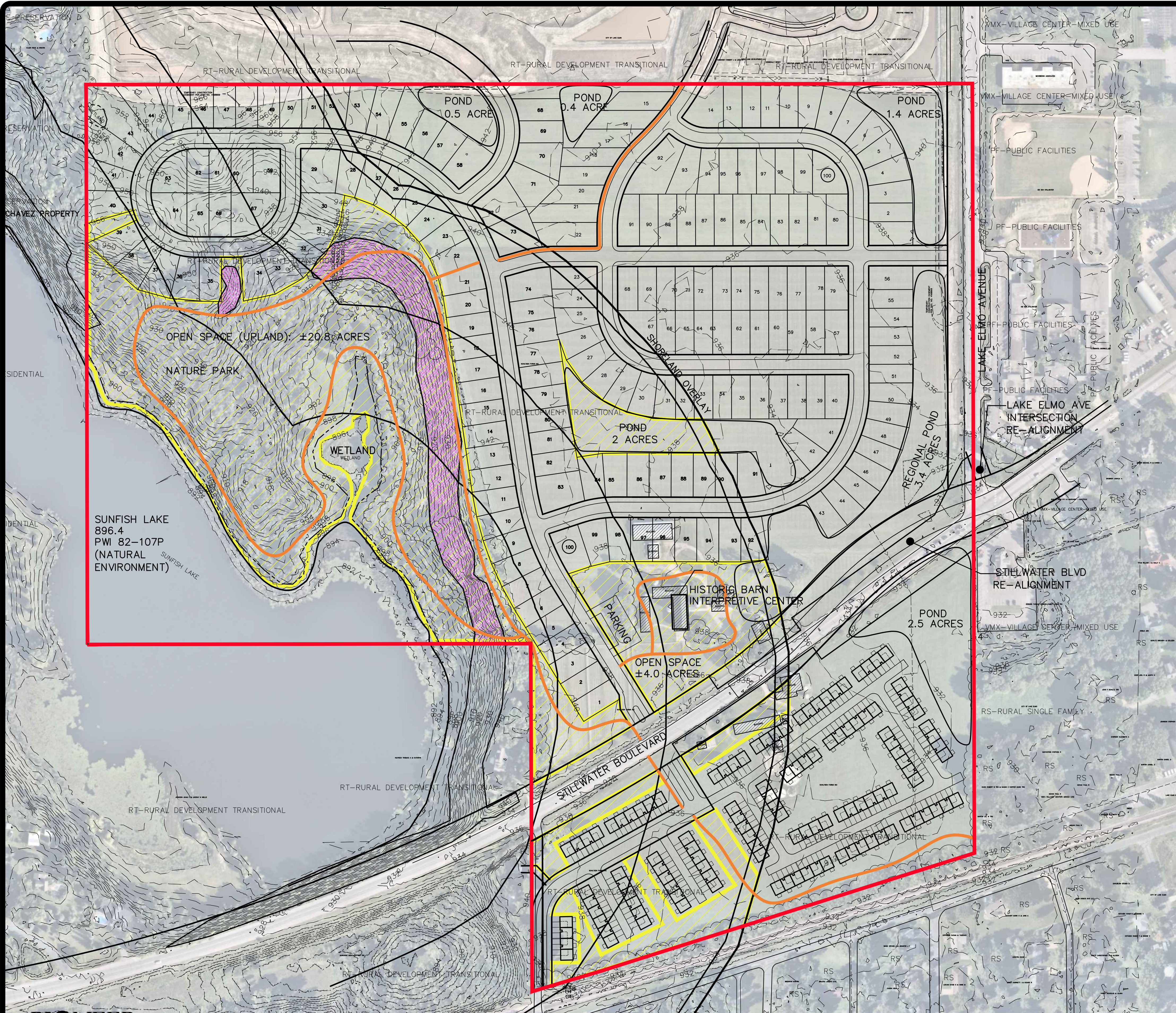
We would like to have entitlements in place by early 2021 so that development can commence later in 2021 when the new sewer line is secured. Additional phases will follow over the next 2-3 years.

We are excited to bring this new neighborhood to Lake Elmo and we look forward to working with the City as we move forward in the entitlement process. Thank you for consideration of this proposed development.

Regards,



Ben Schmidt
President / Partner
The Excelsior Group, LLC
Ben.Schmidt@excelsiorllc.com
952-525-3200



SITE DATA:

GROSS AREA: ±123.4 ACRES
STILLWATER BOULEVARD ROW (RE-ALIGNED): ±5.5 ACRES
LAKE ELMO AVENUE ROW: ±2.0
WETLAND AREA (INCLUDING LAKE): ±10.6 ACRES
NET AREA: ±105.3 ACRES

SHORELAND AREA (ABOVE OHW, EXCLUDING STILLWATER BOULEVARD): ±62.4 ACRES

CURRENT ZONING: RT (RURAL DEVELOPMENT TRANSITIONAL)
2040 GUIDE PLAN: VILLAGE-LOW DENSITY RESIDENTIAL 1-3 UNITS/ACRE

PROPOSED ZONING: PUD (SHORELAND OVERLAY)
REQUIRED OPEN SPACE FOR PUD: 20% OF 105 ACRES = 21 ACRES
REQUIRED OPEN SPACE FOR SHORELAND PUD: 50% OF SHORELAND AREA = ±31.2 ACRES

PROPOSED OPEN SPACE (YELLOW OUTLINE/HATCH): ±31.2 ACRES

PROPOSED UNITS: 318
55': 100
65': 100
ROW UNIT: 118

NET DENSITY: 3.0 UNITS/ACRE

SUNFISH LAKE IS A NATURAL ENVIRONMENT LAKE
SHORELAND OVERLAY REQUIREMENTS (1,000' FROM OHW):
ROW SETBACK: 20'
OHW SETBACK: 150'
TOP OF BLUFF SETBACK: 30'
LOW FLOOR ELEVATION ABOVE 100 YEAR FLOOD: 2'
MAXIMUM IMPERVIOUS LOT COVERAGE: 30%
LOT AREA: 40,000 SF RIPARIAN, 20,000 SF NON RIPARIAN
LOT WIDTH: 125' RIPARIAN OR NON-RIPARIAN
PUD ALLOWED WITHIN SHORELAND OVERLAY

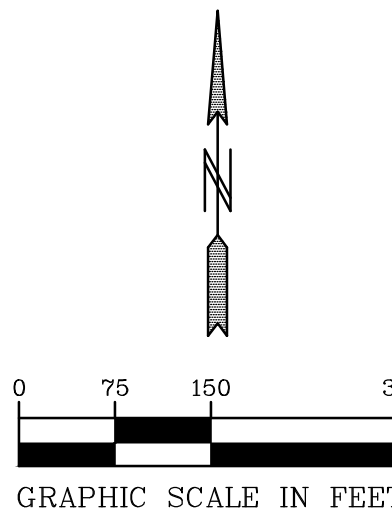
SHORELAND OVERLAY PUD TIER DATA (AREAS EXCLUDE WETLAND, BLUFF, STILLWATER BOULEVARD, AND AREA BELOW OHW):
ALLOWANCE (USING 20,000 SF LOTS AND 320' TIERS)
TIER 1: 12.2 ACRES = 26.6 UNITS X 1.2 (DENSITY INCREASE) =32
TIER 2: 20.8 ACRES = 45.3 UNITS X 1.2 =54
TIER 3: 21.5 ACRES = 46.8 UNITS X 1.2 =56
TIER 4: 2.7 ACRES = 5.9 UNITS X 1.2 =7
PROPOSED UNITS IN EACH TEAR
TIER 1: 3 UNITS
TIER 2: 62 UNITS
TIER 3: 68 UNITS
TIER 4: 16 UNITS

SETBACK FROM STILLWATER BLVD AND LAKE ELMO AVENUE: 50'

PROPOSED PONDING: ±10 ACRES (INCLUDES 3-5 ACRES FOR REGIONAL PONDING)

PUBLIC ROW: 10,200 LF
PRIVATE ROADS: 2,400 LF

- PROJECT BOUNDARY
- PROPOSED TRAIL
- PROPOSED SHORELAND PUD OPEN SPACE
- BLUFF



PIONEERengineering
CIVIL ENGINEERS LAND PLANNERS LAND SURVEYORS LANDSCAPE ARCHITECTS

2422 Enterprise Drive
Mendota Heights, MN 55120

(651) 681-1914
Fax: 681-9488
www.pioneereng.com

I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly Licensed Landscape Architect under the laws of the State of Minnesota

Name: Jennifer L. Thompson
Reg. No.: 44763
Date: xx

Revisions

Date: 8-28-19
Designed: JLT
Drawn: JLT

CONCEPT PLAN 5

THE EXCELSIOR GROUP
1660 HIGHWAY 100 SOUTH, SUITE 400
SAINT LOUIS PARK, MINNESOTA 55416

SCHILTGRENN PROPERTY
LAKE ELMO, MINNESOTA

1 OF 1

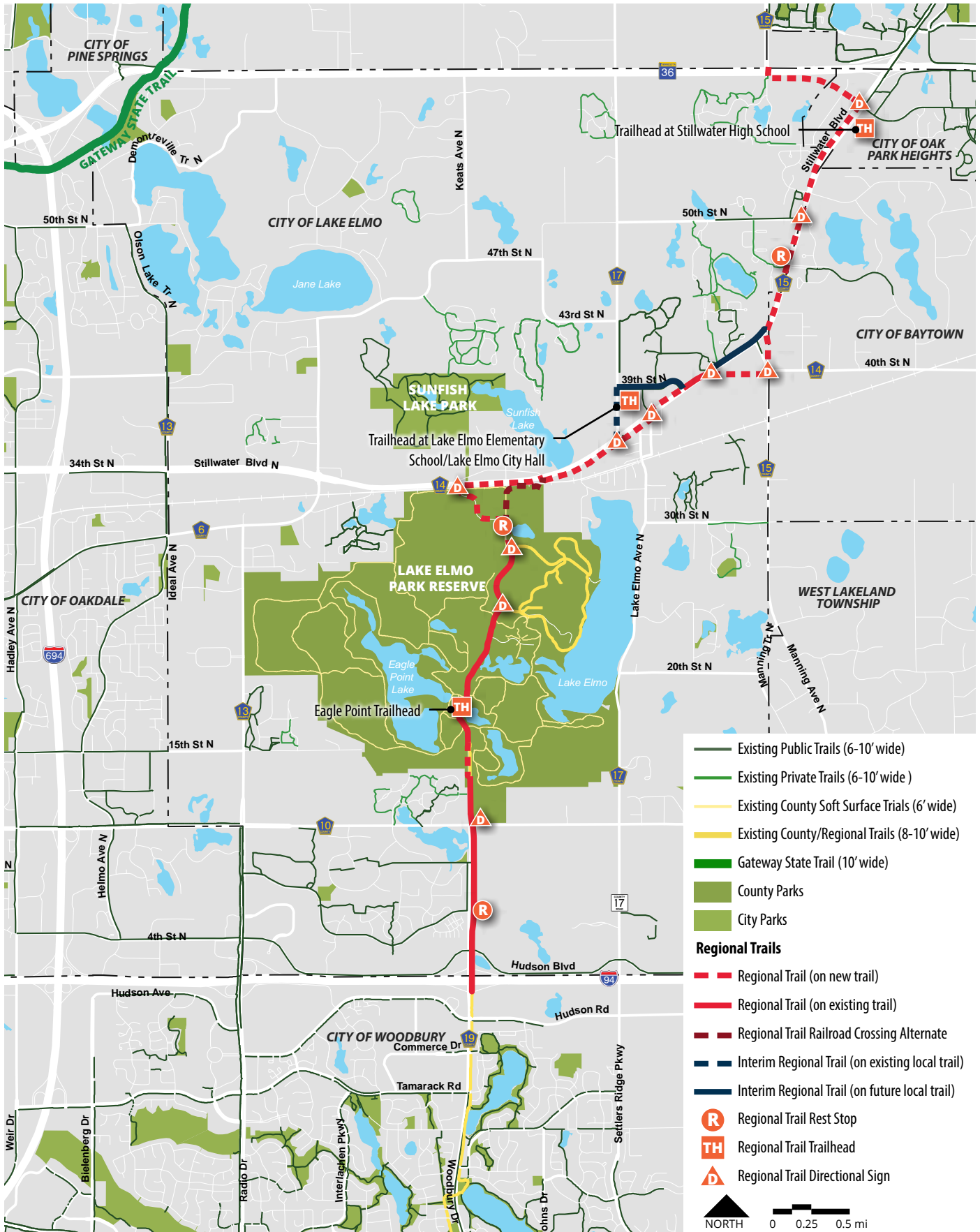













Figure 21: Trailhead and Rest Stop Locations


The map displays the Lake Elmo Park Reserve and its surrounding area. Key features include:

- Parks and Reserves:** Demontreville Park, Demontreville Wildlife Area, Kleis Park, Pebble Park, Lake Jane Hills Park, Sunfish Lake Park, Lake Elmo Park Reserve, Heights Park, Lamblin Park, Ridge Park, Stonegate Park, Carriage Station Park, Tana Goetsch, VFW Ballfield, and Heritage Park.
- Ponds and Water Bodies:** Olson, Jane, Unnamed, Berenson's Pond, Boyer Pond, Eagle Point, Elmo, Goose, Goose, Rose, Horseshoe, and Down.
- Roads:** Lake Elmo Ave N, 14th St, 36th St, 94th St, Inwood Ave N, Keats Ave N, and Manning Ave N.
- Other Features:** A large yellow circle highlights the VFW Ballfield area. A black arrow points from the VFW Ballfield area towards the bottom right. A red arrow points from the bottom left towards the top left.
- Legend:** Located at the bottom left, it includes a red arrow pointing to the top left and a blue arrow pointing to the bottom right.

Search Areas (2040)

 Neighborhood	 Neighborhood	 Future City Road (Parkway)	Source: MNGEO, Washington County, City of Lake Elmo
 Community	 Sports Complex		
 Regional	 Community		
 NRPA	 Special Use		
 Conservation Easements			
 Closed Landfill			

Draft Rev 4.17.2019



MEMORANDUM

FOCUS ENGINEERING, inc.

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

Date: June 3, 2020

To: Ken Roberts, Planning Director
Cc: Chad Isakson, Assistant City Engineer
From: Jack Griffin, P.E., City Engineer

Re: Schiltgen Property
Concept Plan Review

An engineering review has been completed for the Schiltgen Property Concept Plans received on May 26, 2020. The submittal consisted of the following documentation:

- Residential PUD Concept Plan Narrative dated May 7, 2020.
- Residential PUD Concept Plans, Sheets 1-3, dated April 3, 2020.

STATUS/FINDINGS: Engineering recommends that the concept plan be revised prior to formal City review and comment, to address several key design elements that will likely result in significant plan layout. The Concept Plan development for this property should begin with the identification and incorporation of the CSAH 14 and CSAH 17 intersection reconfiguration, the dedication of required right-of-way along CSAH 14 and CSAH 17, and the identification and use of County approved site access along both CSAH 14 and CSAH 17.

Stormwater management considerations should also inform the design to ensure that storm water basins are not landlocked by homes and roads. Overland emergency overflow elevations are required and must be utilized for all stormwater ponding while maintaining 2-foot minimum separation between structure low floor elevations and the overland EOF. A system of interconnecting drainage ways should be incorporated into the design.

The public sanitary sewer system is not readily available to serve this site. The City capital improvement program has tentatively scheduled the installation of sanitary sewer to the south side of the UP Railroad, as shown on the concept plan, however the earliest sewer would be available would be in November 2021, if the project remains on schedule. As the development plans move forward with this site, the city should not accept a preliminary plat/plan application until a construction contract is awarded for the sanitary sewer project that includes the scope of improvements necessary to make sanitary sewer available.

When submitting revised concept plans, the application should be deemed incomplete unless the submittal meets the minimum city ordinance requirements, including a 1" = 100' scaled existing conditions plan; labeled 2-ft. contours; and a 1" = 100' scaled proposed site plan.

All public improvements constructed to support the development must be designed and constructed in accordance with the City Engineering Design Standards Manual available on the City website dated April, 2019.

TRANSPORTATION IMPROVEMENTS

- CSAH 14 and CSAH 17 Intersection reconfiguration. The concept plans should be revised to incorporate the proposed reconfiguration of the CSAH 14 and CSAH 17 Intersection improvements, including right-of-way dedications and site access.
- Right-of-way dedication. The Plat must dedicate sufficient right-of-way along CSAH 14 (Stillwater Boulevard) and CSAH 17 (Lake Elmo Avenue) as required by Washington County.
 - 180 feet is required along the full length of CSAH 14. Only 150 feet is shown.
 - 75 feet from centerline is shown from CSAH 17, however the dedication must consider the realignment of this roadway corridor.
- Access Management. The concept plans should be revised to incorporate the County approved access locations along CSAH 14 and CSAH 17.
- Intersection Improvements. The applicant will be responsible to construct all intersection and turn lane improvements along CSAH 14 and CSAH 17 as required by Washington County. These improvements must be completed at the developer's cost.
- Pedestrian facilities: The concept plans should be revised to incorporate bituminous trails along CSAH 14 and CSAH 17.

RESIDENTIAL STREETS

- All streets must be public streets and must be designed to meet the City's Engineering Design Standards including right-of-way width (60-feet), street width (28-feet) and cul-de-sac radii.
- All street intersections must be at 90 degrees and maintain 50 feet of tangent with maximum slopes of 2.5%. Residential maximum longitudinal grade is 6% with sidewalks.
- Surmountable concrete curb and gutter shall be installed in single family residential areas with future driveways and B618 curb installed along entrance roadways and roadway stretches with no lots.
- The proposed internal street network is well interconnected creating multiple access routes into and out of the development. Street geometrics must meet city standards and the use of compounding curves should be eliminated.
- Additional right-of-way dedication may be required along Klondike Avenue and the roadway improved to city standards.
- Parkway or divided roadways must be a minimum of 19 feet wide from face of curb to face of curb. Right-of-way along divided roadways must provide a minimum 16-foot boulevard along both sides of the street.
- Six (6) foot sidewalks must be provided along all residential streets and as may be required for connectivity.
- Ten (10) foot utility easements are required on either side of all right-of-ways.

STORMWATER MANAGEMENT

- The site plan is subject to a storm water management plan meeting State, VBWD and City rules.
- Storm water facilities proposed as part of the site plan to meet State and VBWD permitting requirements must be constructed in accordance with the City Engineering Design Standards Manual.
- The concept plan shows a Regional Pond at the intersection of CSAH 14 and CSAH 17 as required in the City CIP. The capacity and area dedicated for the required regional pond should be verified with the city and the plans updated accordingly.
- All storm water facilities (ponds and infiltration basins) must be placed in Outlots. The Stormwater Facility Outlots must fully incorporate the 100-year HWL, 10-foot maintenance bench and all maintenance roads.
- Maintenance access roads meeting City standards must be provided for all storm water facilities.
- Stormwater management considerations should also inform the design to ensure that storm water basins are not landlocked by homes and roads. Overland emergency overflow elevations are required and must be utilized for all stormwater ponding while maintaining 2-foot minimum separation between structure low floor elevations and the overland EOF. A system of interconnecting drainage ways should be incorporated into the design.

- The storm sewer system shall be designed to maintain the City standard **minimum** pipe cover of 3.0 feet. Drain tile is required as part of the City standard street section at all localized low points in the street. Drain tile considerations may impact the storm sewer design and depth requirements at low points.
- Per City requirements all storm sewer pipe easements must be a minimum 30-feet in width.

MUNICIPAL WATER SUPPLY

- Municipal water supply is available immediately adjacent to the proposed development along the north, east and south sides. The applicant is responsible to extend the municipal water supply into the development site at developer's cost.
- The watermain distribution lines and connections will be required wherever reasonably possible to create a looped network.
- A watermain stub will be required to extend to the western boundary of the development for future extension along CSAH 14.

MUNICIPAL SANITARY SEWER

- Municipal sanitary sewer system is not readily available to serve this site. The City capital improvement program has tentatively scheduled the installation of sanitary sewer to the south side of the UP Railroad, as shown on the concept plan, however the earliest sewer would be available would be in November 2021, if the project remains on schedule. As the development plans move forward with this site, the city should not accept a preliminary plat/plan application until a construction contract is awarded for the sanitary sewer project that includes the scope of improvements necessary to make sanitary sewer available.
- The applicant is responsible to extend sanitary sewer north across the UP Railroad into the development site at developer's cost. The development phasing must plan accordingly.
- A 15-inch trunk sanitary sewer must be stubbed to the western boundary of the development for future extension along CSAH 14.



Public Works Department

Donald J. Theisen, P.E.
Director

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

June 3, 2020

Ken Roberts
City of Lake Elmo
3600 Laverne Avenue North
Lake Elmo, MN 55042

RE: Washington County comments on the Shiltgen property

Dear Ken,

Thank you for providing Washington County with the concept plan for the Shiltgen property in the City of Lake Elmo, dated 8-28-2019. The proposed project consists of 318 residential dwelling units on two parcels north and south of County State Aid Highway (CSAH) 14 (Stillwater Blvd), west of CSAH 17 (Lake Elmo Avenue). Other proposed uses include a nature park, interpretive center and open space. Based on the plan provided, we have the following comments:

- Washington County has previously discussed with city staff and school district staff the potential to reconfigure the CSAH 17 intersection at CSAH 14 to address various issues pertaining to safety, geometry, access, and stormwater management. The approval of adjacent development will constrain future opportunities for these intersection improvements and therefore should be carefully considered prior to approval of any development concepts. We have provided those drawings as an attachment to this letter. This work is not presently programmed in the county's Capital Improvement Plan.
- The Functional Classification of CSAH 17 is an "A" Minor Arterial Roadway, Expander category. The right-of-way requirement for this corridor is 150 feet total consisting of 75 feet of dedicated right-of-way from the center line of CSAH 17. The proposed dedication cannot be determined based on the plan submitted.
- The Functional Classification of CSAH 14 is also an "A" Minor Arterial Roadway, Expander Category. The right-of-way requirement on CSAH 14 is 180 feet total, consisting of 90 feet from the center line. This dedication also should be verified.
- The 2018 traffic volume on CSAH 17 is 5300 Annual Average Daily Traffic (AADT) and 10,300 AADT for CSAH 14 according to the Washington County 2019 Traffic Volume Map. The Washington County Comprehensive Plan 2040 has estimated that traffic will increase to 7000 AADT by 2040. For CSAH 14, the future traffic volumes are estimated to be 13,300 AADT.
- Access from the townhouse site on the south side of CSAH 14 should be connected to the intersection at CSAH 17. Gorman's Restaurant driveway would need to be realigned to tie into the new local road access at the intersection as well.

- The access location proposed on CSAH 17, across from the elementary school exit, is acceptable to the county. Turn lane improvements at the intersection should be center, left, and right turn lanes and the design will need to be approved by the county traffic engineer. A Washington County Right-of-Way Permit will be required for the turn lane improvements.
- The proposed access point along CSAH 14 is less than the county's quarter mile access spacing guidelines. Klondike Avenue is just over ¼ mile away and should be their north and south access point. There should also be center, left, and right turn lanes for any new access on CSAH 14. Again, all improvements will need to be approved by the county traffic engineer.
- The plans should identify trail connections within the site as well as along CSAH 17 and CSAH 14. The Washington County Comprehensive Plan 2040 identifies the Central Greenway Regional Trail corridor along this section. The county will work with the city on those future efforts. Trails should connect to future subdivisions to the north as well as to the Old Village Center and Lake Elmo Elementary.
- The plans do not reflect the regional pond as planned during the Downtown Lake Elmo/CSAH 17/Lake Elmo Avenue improvement project.
- The developer or the city must submit the drainage report and calculations to our office for review of any downstream impacts to the county drainage system. Along with the drainage calculations, we will request written conclusions that show the volume and rate of stormwater run-off into the county right-of way will not increase as part of the project.
- Washington County's policy is to assist local governments in promoting compatibility between land use and highways. Residential uses located adjacent to highways often result in complaints about traffic noise. Traffic noise from this highway could exceed noise standards established by the Minnesota Pollution Control Agency (MPCA), the U.S. Department of Housing and Urban Development, and the U.S. Department of Transportation. Minnesota Rule 7030.0030 states that municipalities are responsible for taking all reasonable measures to prevent land use activities listed in the MPCA's Noise Area Classification (NAC) where the establishment of the land use would result in violations of established noise standards. Minnesota Statute 116.07, Subpart 2a exempts County Roads and County State Aid Highways from noise thresholds. County policy regarding development adjacent to existing highways prohibits the expenditure of highway funds for noise mitigation measures in such areas. The developer should assess the noise situation and take any action outside of county right-of-way deemed necessary to minimize the impact of any highway noise.
- A Right-of-Way Permit will be required for any work within county highway right-of-way as it relates to the development. A plan set is required with the application and includes any grading, installation of culverts, installation of water and sewer services, left and right turn lanes on CSAH 17 and on CSAH 14, parallel trail

development, signage and any landscaping and other improvements within county right-of-way.

- All utility connections to county highway right-of-way for the development require Washington County Right-of-Way respective permits. Typically, these utility connection permits are the responsibility of the utility companies.

Thank you for the opportunity to comment on this preliminary plat. If you have any questions, please contact me at 651-430-4362 or Ann.Pung-Terwedo@co.washington.mn.us. For permit applications, please contact Carol Hanson at Carol.Hanson@co.washington.mn.us.

Regards,

A handwritten signature in black ink, reading "Ann Pung-Terwedo". The signature is written in a cursive, flowing style.

Ann Pung-Terwedo
Senior Planner

Cc: Carol Hanson, Office Specialist

R/Plat Reviews/City of Lake Elmo/Shiltgen20202

SQUARED OFF INTERSECTION
WASHINGTON COUNTY
CITY OF LAKE ELMO
INTERSECTION OF CSAH 14 AND CSAH 17

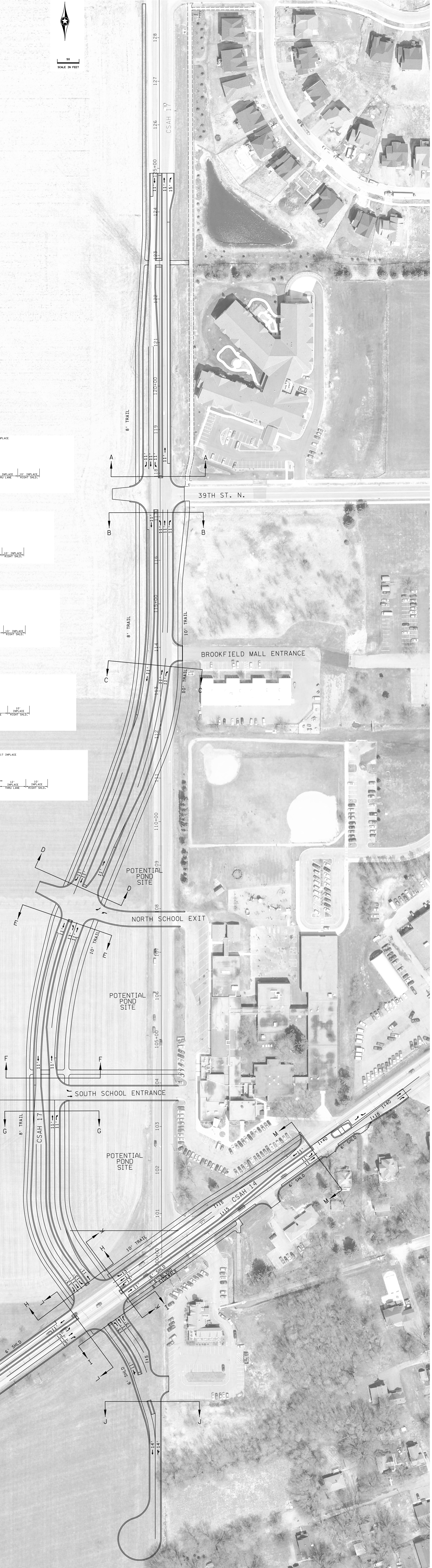
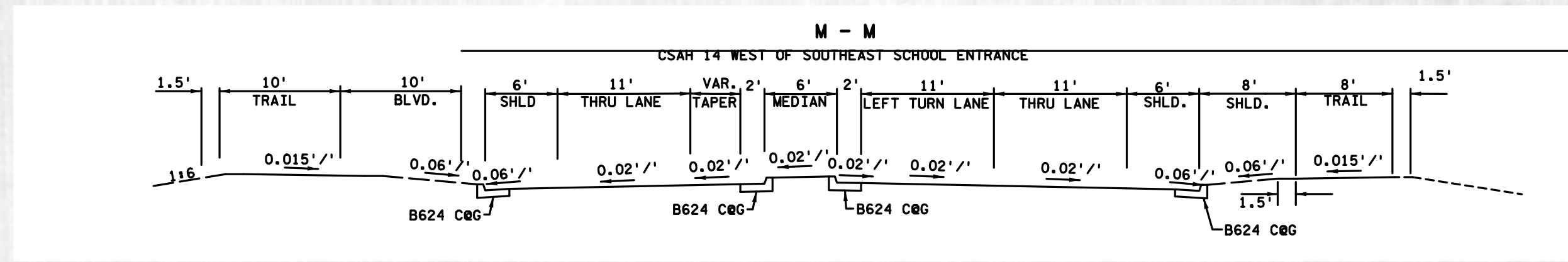
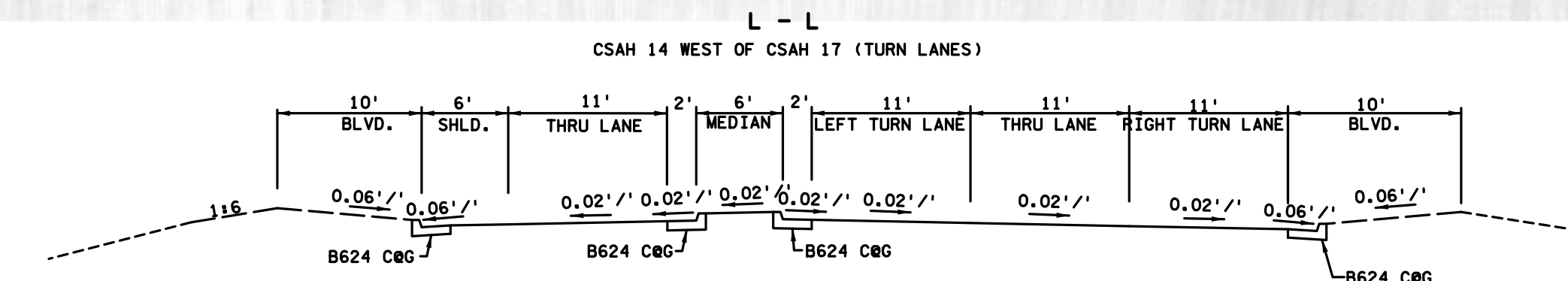
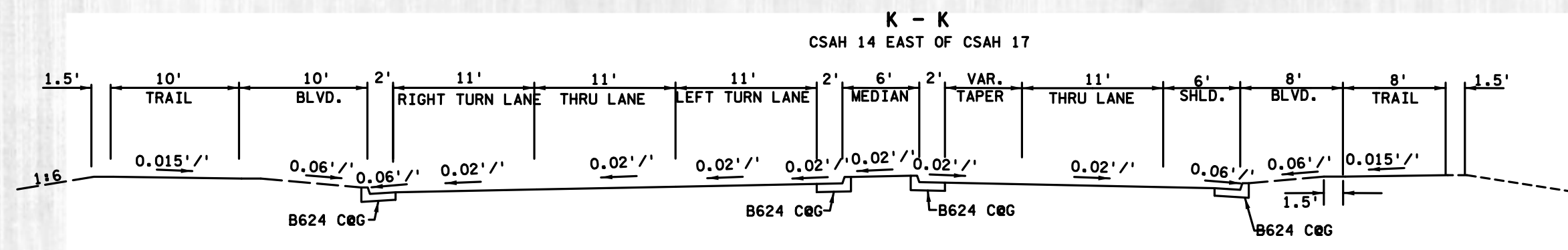
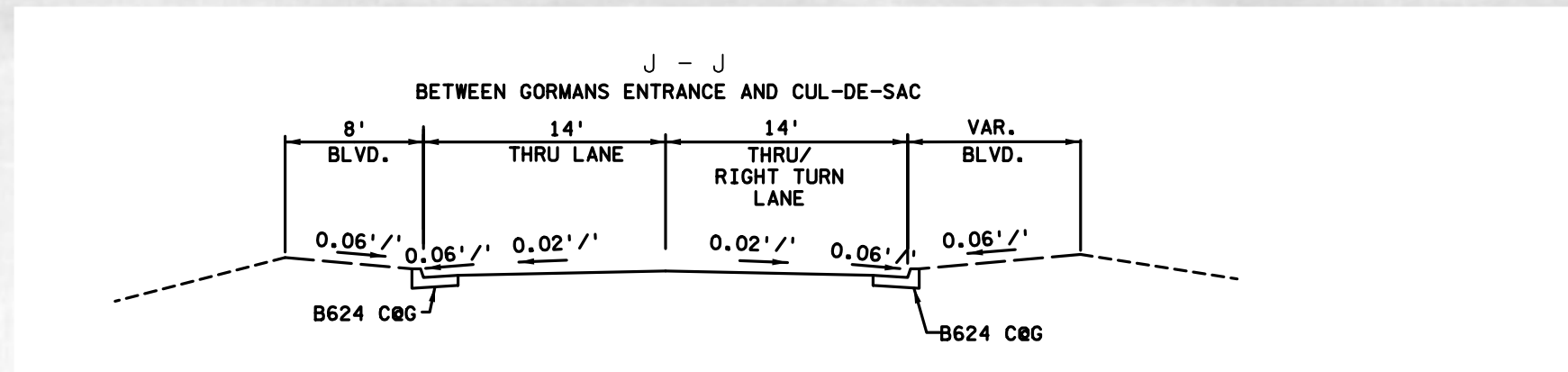
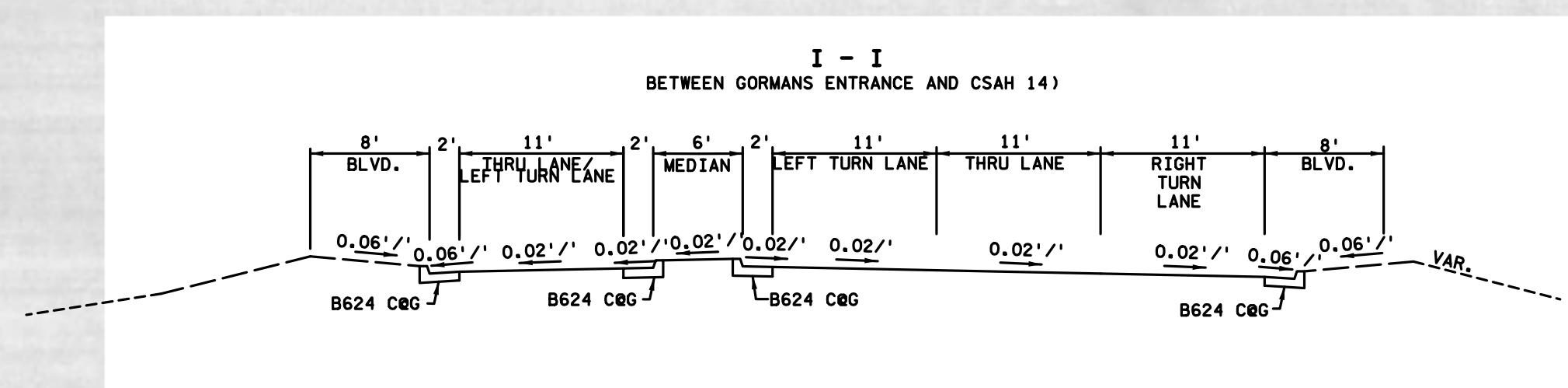
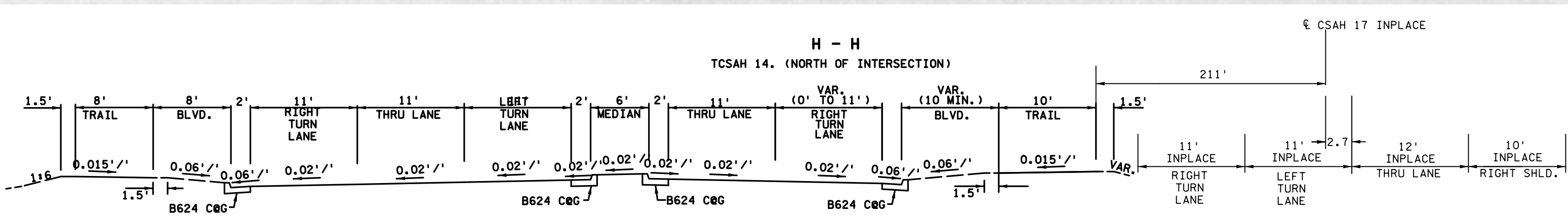
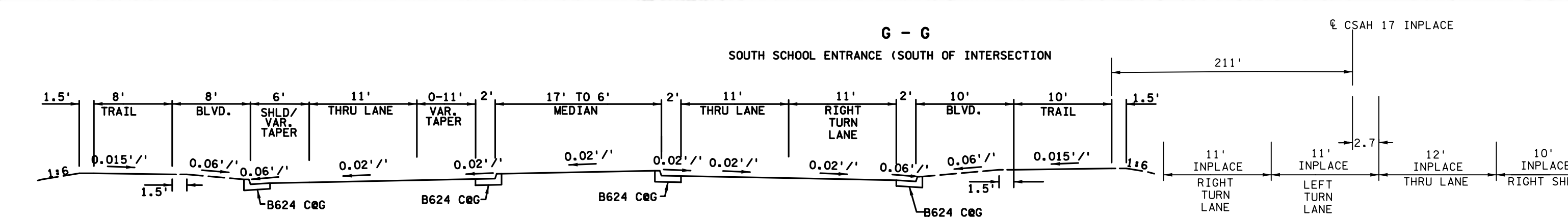
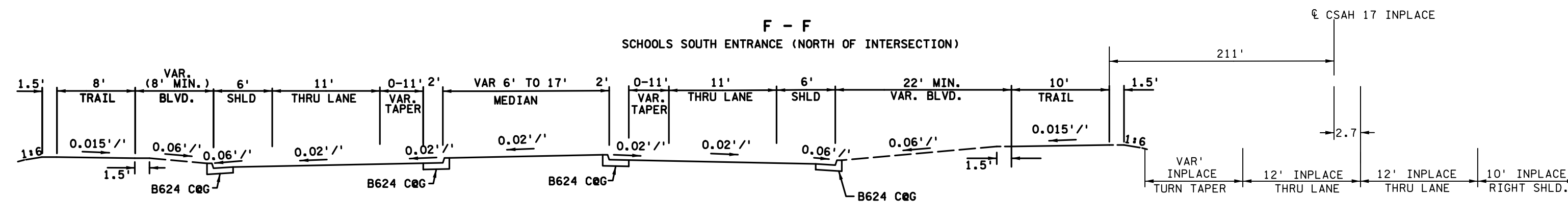
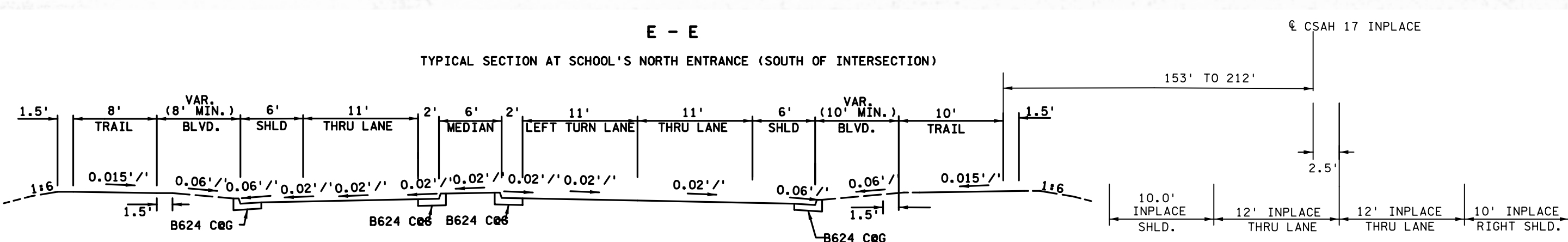
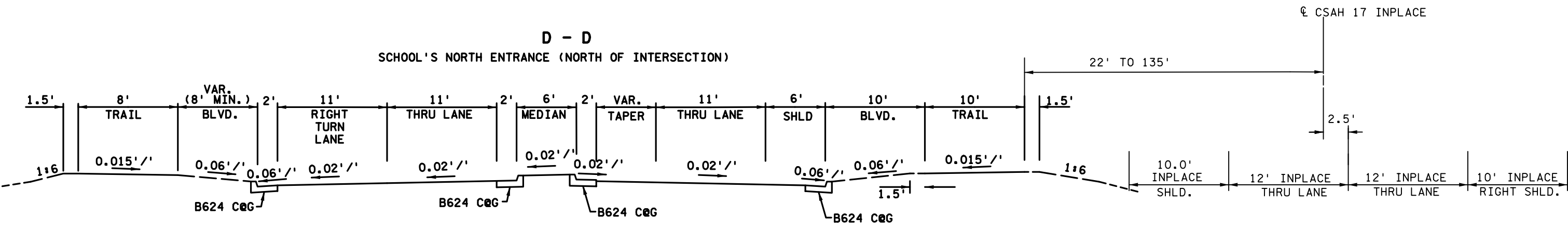
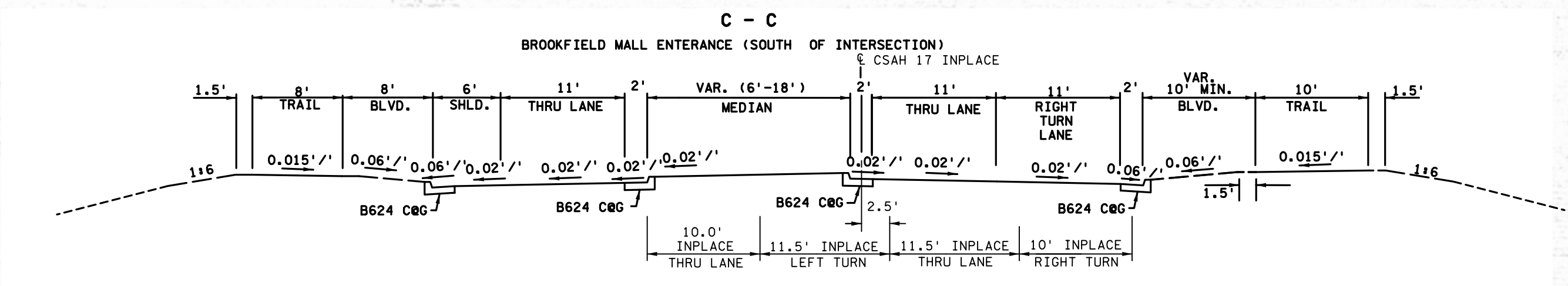
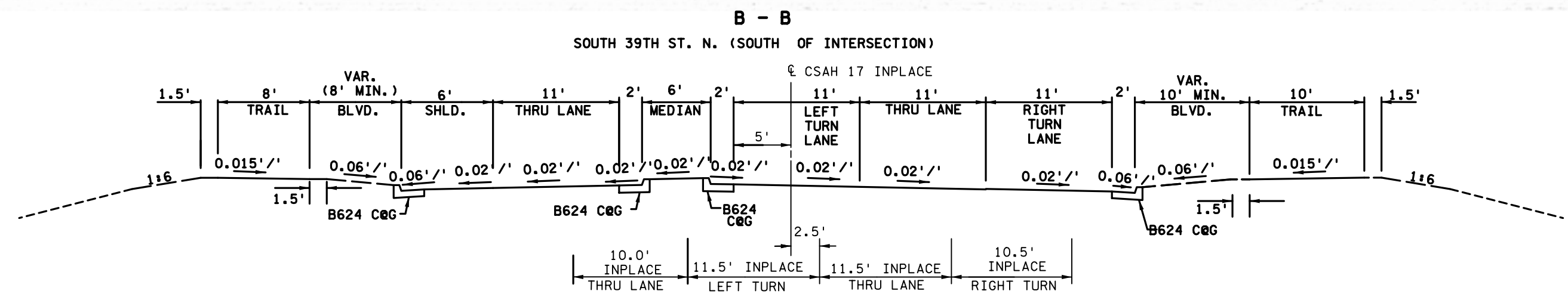
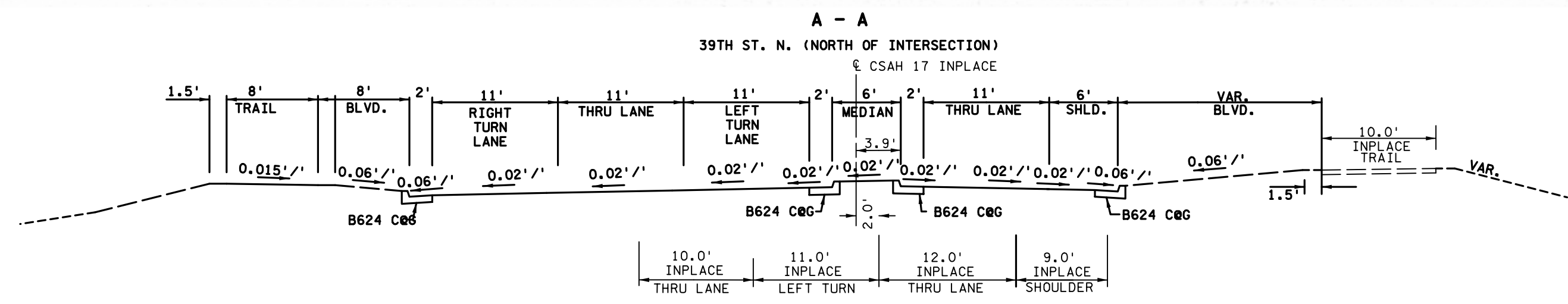
DESIGNER: DAVID F. CHURCHICH
DESIGN ENGINEER: FRANK TICKNOR
TRAFFIC ENGINEER: JOE GUSTAFSON

JUNE 17, 2019

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TYPICALS
(TYPICALS ARE NOT TO SCALE)
(TYPICALS FACE NORTH AND EAST)



ROUND ABOUT IS OFFSET FROM EXISTING ALIGNMENT
EXISTING ROADS BETWEEN SCHOOL AND CSAH 17 ARE REMOVED
AND BECOME POND AREAS

WASHINGTON COUNTY
CITY OF LAKE ELMO
INTERSECTION OF CSAH 14 AND CSAH 17
DESIGNER: DAVID F. CHURCHICH
DESIGN ENGINEER: FRANK TICKNOR
TRAFFIC ENGINEER: JOE GUSTAFSON

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TYPICALS

(TYPICALS ARE NOT TO SCALE)
(TYPICALS FACE NORTH AND EAST)

