

3800 Laverne Avenue North  
Lake Elmo, MN 55042

(651) 747-3900  
www.lakeelmo.org

## NOTICE OF MEETING

The City of Lake Elmo  
Planning Commission will conduct a meeting on  
**Monday September 27, 2021**  
**at 7:00 p.m.**

## AGENDA

1. Pledge of Allegiance
2. Approve Agenda
3. Approve Minutes
  - a. August 23, 2021
4. Public Hearings

**A. Crossroads East Final Plat and Final PUD Plan- Lake Elmo Ave and Hudson Blvd**

Launch Properties and Crossroads Properties have filed an application for approval of a Final Plat and Final PUD Plan to be known as Crossroads East 1<sup>st</sup> Addition. The property is located at the northeast quadrant of the intersection of Lake Elmo Avenue N. and Hudson Boulevard N. and is zoned BP (Business Park/Light Industrial). The Final PUD Plan would allow the construction of two industrial office buildings, along with the necessary infrastructure. The Final Plat consists of two lots for the proposed buildings, three outlots for stormwater management, and right-of-way along Lake Elmo Avenue.

5. New/Unfinished Business
  - a. None

6. Communications/Updates

a. City Council Update

09-07-2021 Meeting – Variance requests for the property at 3100 Lake Elmo & 8249 Demontreville Trail, Enterprise Zoning Code Text Amendment, Final Plat and CUP, Wildflower 4<sup>th</sup> Addition Final Plat and PUD  
09-21-2021 Meeting

b. Staff Updates

c. Upcoming PC Meetings:

1. October 11, 2021
2. October 25, 2021

7. 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.



**City of Lake Elmo  
Planning Commission Meeting  
Minutes of August 23, 2021**

Commission Chair Risner called to order the meeting of the Lake Elmo Planning Commission at 7:00 p.m. No cable casting/recording of this meeting

**COMMISSIONERS PRESENT:** Risner, Graen, Mueller, Steil, Vrieze, Weeks

**COMMISSIONERS ABSENT:** None

**STAFF PRESENT:** Interim Planning Consultants Bolton&Menk – Jane Kansier, Harry Davis

**Pledge of Allegiance** at 7:05 PM

**Approve Agenda:**

M/S/P: Mueller/Vrieze moved to approve the agenda. **Vote: 6-0, motion carried unanimously.**

**Approve Minutes:**

M/S/P: Steil/Vrieze moved to approve the Planning Commission minutes of July 26th, 2021. **Vote: 6-0, motion carried unanimously.**

**Public Hearings:**

A. **Variance Requests** - 7982 Hill Trail North.

1. Setback variances from Lake Demontreville: The applicant, Norman Purrington, is proposing a garage addition would be setback 67.2 feet from the Ordinary High Water Level (OHWL) of the lake - the Code requires a minimum 100 foot setback. They also are proposing to construct an addition on the rear of the house would have a setback 59.5 feet from the OHWL of the lake.
2. Maximum impervious surface area variance. The property now has a 15.4 percent impervious surface coverage and the applicants are requesting to increase the impervious surface area 4 percent to 19.4 percent of the lot area. The maximum amount of impervious surface allowed by the City Code on this property is 15 percent. Thus the applicants are requesting a variance of 4.4 percent to this City standard.

Jane Kansier presented the staff report. Staff recommends that the Planning Commission recommend approval of this request for a variance to the minimum setback from the OHWL and to the maximum impervious surface on the property at 7982 Hill Trail North. Approval should be subject to the following conditions:

1. The proposed site work activities shall be done in accordance with the city's shoreline management ordinance to minimize exposed soils, prevent erosion and trap sediment during construction, and to create and maintain stabilized slopes.
2. Grading work appears to be minimized for the improvements being proposed, however it appears that both the pre-existing condition and proposed grading allows runoff to be directed toward the adjacent property at 7978 Hill Trail. The grading must be done in a manner that does not increase runoff intensity or volume to the adjacent property.
3. Consideration should be made to require stormwater management mitigation for the additional impervious surfaces, such as the use of a rain garden(s).

Norman Purrington, the applicant, spoke regarding the reasoning for asking for this variance. Mr. Purrington stated he had purchased the property with the intent to remodel the existing rambler to allow he and his wife to age in place. He stated they had worked with the surveyor on the grading of the site. It is his opinion the work they are doing will improve the drainage on the lot. Creation of a rain garden would require removal of trees on the lot. He also stated the neighbors do not have any issues with his proposal. The variance for impervious surface is to improve turning movements.

Public hearing opened at 7:25 PM

No public questions.

Public hearing closed 7:25 PM

M/S/P: Steil/Vrieze moved to recommend approval of the request for a variance to the minimum set back from the OHWL and to the maximum impervious surface on the property at 7982 Hill Trail North. This approval shall be subject to the to the recommended conditions of approval. **Vote: 6-0, motion carried unanimously.**

### **New/Unfinished Business,**

None

### **Communications/Updates**

#### a. City Council Update

08-10-2021 Meeting – Concept PUD Plan review – Schiltgen Farm property (Gonyea)

08-17-2021 Meeting – Variance requests for the property at 3100 Lake Elmo Avenue, Driveway access variance request for Carmelites at 8249 Demontreville Trail

Lake Elmo Planning Commission Minutes; 8-23-21

b. Staff Updates

Bolton & Menk employees, Jane Kansier, Harry Davis and Corrin Bemis will be the contacts for the Planning Department for the interim.

c. Upcoming PC Meetings:

1. September 13, 2021
2. September 27, 2021

7. Adjourn

Meeting adjourned at 7:43 PM.

Respectfully submitted,

Diane Wendt  
Permit Technician



## STAFF REPORT

DATE: 9/27/2021

AGENDA ITEM: \_\_ – PUBLIC HEARING

**TO:** Planning Commission  
**FROM:** Jane Kansier, AICP  
Planning Consultant  
**ITEM:** **Crossroads East First Addition Final Plat and Final PUD Plans**  
**REVIEWED BY:** Molly Just, Planning Director

### **BACKGROUND:**

Launch Properties and Crossroads Properties are requesting City approval of the final plat and final PUD development plans for the Crossroads East PUD development. The PUD plan includes two buildings for industrial and office uses, one approximately 148,000 square feet and the other about 149,000 square feet. The final plat includes two industrial lots for buildings and three outlots for stormwater management. The City Council approved the preliminary plat and preliminary PUD on August 4, 2021. Staff is recommending approval of the request subject to meeting the conditions of approval listed in this report.

### **PROPOSAL DETAILS/ANALYSIS:**

*Applicants:* Launch Properties, 800 Lasalle Avenue, #1610, Minneapolis, MN  
Crossroads Properties, 7200 Hudson Boulevard, #230, Oakdale, MN

*Property Owner:* Airlake Development, Inc. (an affiliated entity of Launch Properties)

*Location:* NE corner of Lake Elmo Avenue and Hudson Boulevard

*Request:* Approval of the Final Plat and Final Planned Unit Development (PUD) Plan for Crossroads East. The final plat includes two lots for commercial and industrial development and three outlots for stormwater management.

*Existing Land Use:* Vacant/agricultural land

*Existing Zoning:* BP – Business Park

*Adjacent Land Use:* Agricultural fields, single family residential, drive-in movie theater

*Surrounding Zoning:* RT-Rural Transitional, LDR-Low Density Residential

*Comprehensive Plan:* BP – Business Park

*History:* The site has historically been used for farming activities.

*Deadline for Action:* Application Complete – 9/8/2021  
60 Day Deadline – 11/7/2021  
Extension Letter Mailed – No  
120 Day Deadline – NA

*Regulations:* 154.550 – BP Business Park Zoning District  
Article XIX – Planned Unit Development Regulations

Chapter 153 – Subdivision Regulations  
City of Lake Elmo Design Standards

**PROJECT ANALYSIS**

The City of Lake Elmo has received a request from Launch Properties (Dan Regan) and Crossroads Properties (David Johnson) for a Final Planned Unit Development (PUD) Plan and a Final Plat for property located northeast of the intersection of Lake Elmo Avenue North and Hudson Boulevard North. The details concerning the two different aspects of the request are as follows:

- A request for a PUD Final Plan to allow the construction of two light industrial buildings with a net building area of 297,570 square feet.
- A final plat to divide the property into two lots and three outlots (for storm water management) and to allow for the necessary public street right-of-way and easement dedications.

The applicants are proposing to build the development in two phases. The first phase will include the construction of a 148,470 square foot building for Crossroads Properties that would be located in the western portion of the project site. There is not a specific use or tenant identified for the building, but it is being planned to handle businesses looking for “flexible, functional space in an accessible location along the I-94 corridor” in accordance with the applicant’s project narrative.

The second phase of the project includes a building of about 149,100 square feet that would be located in the eastern portion of the PUD. There is no specific use identified for the building, but it is being planned to handle businesses or prospective tenants that intend to use the space(s) for a warehouse/distribution center. The bulk of the space in the building would be used as a warehouse/distribution area, with smaller office areas located at the west side of the building facing Lake Elmo Avenue North. Access for both buildings would be via a shared 30-foot-wide driveway entrance off of Hudson Boulevard North.

The proposed site plan includes a 100-foot-wide landscape and buffer area along the northern portion of the site and shared storm water facilities that would be located along Hudson Boulevard North.

As part of the application for a PUD, the applicant has requested flexibility from some of the current BP zoning district requirements as follows:

- The establishment of a zero lot line configuration for the shared driveway and parking lots between the two proposed buildings and lots. The PUD will allow the creation of a common driveway and parking areas, all of which will be internal to the proposed development.
- Allowing land uses in the PUD as permitted uses rather than requiring City approval of a separate conditional use permit (CUP) for many of the uses as required by the BP zoning district.

**Plat Summary:**

Total property area	28.40 acres
Lots:	2 (12.82 acres each)
Outlots for stormwater management:	2.56 acres
R/W area:	0.81 acres
Parkland:	0 acres
Wetland and wetland buffers:	0 acres
Impervious surface	64.6%
Open space (including outlots & setbacks)	35.4%

**Grading.** The City Council approved a Site Improvement Agreement on July 20, 2021, which allowed the developer to begin grading work on this site.

**Stormwater.** A revised stormwater management report was provided with the final plat/PUD application. This report has been reviewed by the City Engineer. The plan is consistent with city, state and watershed rules. The City Engineer has recommended revisions to the plat to show drainage and utility easements, and has noted the need for a stormwater maintenance and easement agreement. The Valley Branch Watershed District (VBWD) issued a permit for this project on August 25, 2021.

**Engineering Review.** The City Engineer has reviewed the final plat submittal and has prepared a review memorandum for the Commission and City Council's review. The applicant must address the comments in the City Engineer's review memorandum dated September 15, 2021 before the City releases the final plat for recording. Some key issues outlined in the review reports include:

- Outlots A, B and C will be privately owned with drainage and utility easement over each lot.
- The applicant will need to add drainage and utility easements in several places on the final plat.
- A stormwater maintenance and easement agreement in the city's standard form will be required.
- The proposed construction plans need several revisions to meet current City engineering design standards.

**Fire Department Review.** The Fire Department provided comments on the proposed plans (see attached). The Fire Department believes this project site requires two separate and approved fire apparatus access roads, as stated in the Minnesota State Fire Code, Section D104. An emergency only access will be considered if a second full access is not possible at this time. The proposal indicates the buildings will be constructed in phases. The first phase includes the west building and the second phase will include the east building. The second approved fire/emergency access shall be completed along with the east building. The Fire Department is willing to discuss future development considerations in the planning of the second required access.

**City Attorney Review.** The City Attorney has reviewed the final plat (see attached). The developer must submit an updated Title Opinion (less than 90 days old) for review. In addition, changes to the signature blocks are required.

**Schedule.** Grading is expected to begin in September, 2021, with final construction complete in the fall of 2022.

**Landscape Plan.** The applicant submitted a revised landscape plan to the City with the final plat and PUD for review. Approval of the revised landscape plan by the City's Landscape Architect should be a condition prior to the City releasing the final plat for recording.

**Parkland Dedication.** Parkland dedication requirements will be satisfied by a cash dedication in lieu of a land dedication. The amount will be determined as part of the development agreement.

**PUD.** On August 4, 2021, the City Council approved a preliminary PUD plan for this site. The PUD allows reduced driveway and parking lot setbacks, as well as a variety of land uses and businesses within the development. The final PUD plan is generally consistent with the approved preliminary plan.

**Preliminary Plat and PUD Plan Conditions.** The proposed final plat is generally consistent with the approved preliminary plat and preliminary PUD plan. The City approved the Crossroads East preliminary plat and PUD plans subject to several conditions. The developers' response to these

conditions are included in the attached narrative. Staff has also provided comments on the status of each these conditions in bold italics:

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

- 1) That the future final plat and final PUD plans would be for the parcel with the PID 36.029.21.33.0001. ***Comments: The final plat and PUD plan are for these parcels.***
- 2) That the applicant prepare any future final plat and final PUD plans showing all of the site perimeter property lines - including any revisions for any additional right-of-way or easements that may be needed for Hudson Boulevard or for Lake Elmo Avenue or around the perimeter of the property. ***Comments: The final plat and PUD plans include these requirements. Comments from the City Engineer and City Attorney indicated the final plat must be revised to include appropriate easements.***
- 3) That the future final plat and final PUD Plans submittal identify all requests for flexibility from the Zoning Code. ***Comments: The final PUD site plan is consistent with the preliminary PUD plan. Flexibility to parking lot and driveway setbacks is requested.***
- 4) That the final PUD development plans shall include a specific land use plan for the property clarifying the uses, types of businesses and activities allowed and not allowed under the PUD, the dimensional requirements for the site, including any deviations from the underlying zoning code standards, and other information deemed appropriate by the City. ***Comments: The developer has resubmitted the list of proposed uses for this development that was submitted for the preliminary PUD plan.***
- 5) That the applicant provide the City with an updated list of desired permitted, conditional, and prohibited land uses and activities for the PUD for the City’s review and approval with its application for final PUD and final plat approval. ***Comments: The developer has resubmitted the list of proposed uses for this development that was submitted for the preliminary PUD plan.***
- 6) That the applicant address all comments in the City Engineer’s Memorandum dated May 5, 2021 with the future final plat and final PUD Plans submittal. The changes shall include the removal of the eastern driveway on Hudson Boulevard. ***Comments: The eastern driveway on Hudson Avenue has been removed. The City Engineer has provided comments on the revised plans that must be addressed.***
- 7) That the final Plat and final PUD Plans submittal include an updated tree inventory and tree preservation/replanting plan and landscape and screening plans that address all comments in the City’s Landscape Architect’s memo dated April 6, 2021. The screening along the north property line shall be at least 90 percent opaque and shall be at least six feet tall. This may be accomplished with solid fencing, vegetation or a combination of these methods. All revised and final landscape plans shall be reviewed and approved by the City’s Landscape Architect. All tree planting must outside of all drainage and utility easements. ***Comments: The developer has submitted a revised landscaping plan, which is currently under review.***
- 8) That the applicant’s final Plat and final PUD Plans submittal include accurate open space and impervious surface calculations. ***Comments: The developer has provided calculations of impervious surface and open space which are consistent with City ordinance.***

- 9) That the applicant provide the City fees in lieu of park land dedication as required by the City Code before the City releases the final plat for recording. **Comments: The developer has acknowledged the required for a cash dedication.**
- 10) That the applicant's final plat and final PUD Plans submittal include detailed architectural plans for all the proposed buildings. The applicant shall submit detailed architectural plans at the time of the final development plan review by the City. These plans shall conform to the City's Design Guidelines and Standards Manual. **Comments: Architectural plans have been submitted.**
- 11) That if City approves the preliminary PUD plans, the applicant must provide the City with a detailed breakdown of the types of uses and their floor spaces with a detailed parking calculation for each building in the development. **Comments: The developer has proposed submitting these breakdowns as part of the building permit.**
- 12) That the applicant shall secure all necessary permits and approvals from the City and other governmental entities including but not limited to all applicable City permits (building, grading, sign, etc.), NPDES/SWPPP permits, and Valley Branch Watershed District approvals/permits before starting any grading or construction activities. **Comments: The developer has submitted the VBWD permit. All other permits will be submitted prior to grading or construction.**
- 13) That the Final Plat/Final PUD application include Valley Branch Watershed District's preliminary review comments and that the applicant provide the City evidence that all conditions attached to a Valley Branch Watershed District permit will be met before the starting any grading activity on the site. **Comments: The developer has submitted the VBWD permit.**
- 14) That all storm water facilities internal to the site shall be privately owned and maintained. A storm water maintenance and easement agreement in the City's standard form shall be executed and recorded with the final plat for all 100-year high water level areas and to protect all overland emergency flow paths. **Comments: The developer has noted a stormwater management agreement will be in place with the VBWD permit. The developer must still enter into an agreement with the City.**
- 15) That the applicant must meet all City standards and design requirements unless specifically addressed otherwise in these conditions. **Comments: The developer has agreed to this condition.**
- 16) That the Final Plat/Final PUD shall include all necessary public right-of-way and easements for Hudson Boulevard North and Lake Elmo Avenue North. The final plat shall include all right-of-way dedications, easements for drainage and utility and other purposes as required by the City Engineer. **Comments: The final plat has been revised to accommodate the necessary right-of-way. The final plan must be revised to dedicate appropriate easements.**
- 17) That the applicant install all the required improvements in and adjacent to Hudson Boulevard including an 8-foot-wide trail along Hudson Boulevard as a part of the improvement of the site, and meeting the Hudson Boulevard Design Standards. **Comments: A trail is shown on the north side of Hudson Boulevard.**

- 18) That the Final Plat/Final PUD submittal must include a complete storm water management plan and construction plans that provide all design details for the proposed underground storage systems including details regarding building roof drainage connections. **Comments: A stormwater management plan has been submitted with the final plat documents.**
- 19) If necessary, the applicant shall provide the City with a copy of written permission for any off-site grading or utility work on adjacent properties before starting any site work, grading and as part of any final plat or final PUD application. **Comments: The developer has agreed to this condition.**
- 20) That the applicant address all the comments of the Fire Chief and the Building Official with the final PUD, site and building plans including the placement of buildings and fire hydrants, street and driveway design, parking, and emergency vehicle access within the site. **Comments: The developer has submitted revised plans. Additional changes will be required to meet the Fire Department comments.**
- 21) That the applicant provide the City with domestic and fire suppression demand information for the development with the updated preliminary plans. **Comments: This information has been provided.**
- 22) That the applicant provide the City sanitary sewer use flow projections for the development with the updated preliminary plans. **Comments: This information has been provided.**
- 23) That the applicant shall be responsible to place fire hydrants and water valves throughout the property at the direction of the Lake Elmo Public Works Director and the Fire Department. All fire hydrants shall be owned and maintained by the City. **Comments: The developer has agreed to this condition.**
- 24) That the applicant revise the project plans to show watermain easements and effective maintenance areas with a minimum width of 30 feet with a minimum of 15 feet of clearance from the pipe centerline and easement agreements are included with the final plat and PUD application and plans. All required easements shall be shown on the final plat. **Comments: The developer has noted that the watermain easement will be completed post construction, when the final location is known.**
- 25) That there shall be no encroachments into drainage and utility easements and corridors other than those approved by the City Engineer and upon execution of an easement encroachment agreement. Prohibited encroachments include, but are not limited to trees, landscaping, fences, retaining walls, buildings, and grading near existing City utilities. **Comments: The developer has agreed to this condition.**
- 26) That the applicant prepare exhibits for City staff approval that clearly identify the property lines, easements, proposed locations of retaining walls and fences and the required and proposed setbacks for each building site within the development. **Comments: This information has been provided.**
- 27) That the applicant shall submit a photometric plan for the development for staff review and approval. All lighting must meet the requirements of Sections 150.035-150.038 of the City Code. **Comments: A photometric plan has been submitted, and luminaires meet the City Code**

**standards. A detailed lighting plan, identifying lighting fixtures meeting City Code requirements, must be submitted with building permit applications.**

- 28) Before to the installation or construction of any subdivision identification signs or directional markers within the development, the applicant shall submit sign plans to the City for review and obtain a sign permit from the City. The final development plans shall include a signage plan for the entire development including size and location of monument signs, wall signs and signage for tenant spaces. **Comments: The developer has agreed to this condition.**
- 29) That the applicant provide the City a detailed construction and staging plan with the construction plans and final plat for the development. These plans are to clearly indicate the phasing of the site grading, the phasing of the construction of each public infrastructure component (utilities, streets, trails and sidewalks) and shall address access to that phase of the development for construction purposes. **Comments: The developer has agreed to this condition.**
- 30) Before the execution and recording of a final plat for the development, the applicant shall enter into a development agreement with the City. Such an agreement must be approved by the City Attorney and by the City Council. The agreement shall delineate who is responsible for the design, construction, and payment for the required improvements with financial guarantees, therefore. **Comments: The developer has agreed to this condition.**
- 31) That the City and the County do not allow any parking or any construction staging, including the loading and unloading of materials and equipment at any time on Hudson Boulevard or on Lake Elmo Avenue during the construction of the site improvements and buildings. All street, curb and boulevard damage caused by the construction activities must be repaired or replaced by the applicant at no cost to the City and must meet City standards and specifications. **Comments: The developer has agreed to this condition.**
- 32) That the applicant update the traffic impact analysis for the development to include all the missing information as noted by Washington County and submit the updated traffic report to the City for review and comments. The applicant shall complete this update before submitting final PUD plans and a final plat application to the City. **Comments: The developer has submitted revised information to Washington County. No comments have been received by the City at this time.**
- 33) That the applicant shall submit revised preliminary plat and project plans meeting all conditions of approval for City review and approval. The revised project plans shall meet all of the above conditions before the City will accept a final plat or final PUD plan application for the development. **Comments: The developer has agreed to this condition.**
- 34) That the applicant notify any purchasers or tenants of the buildings on the site that the City may impose restrictions or limits on outdoor water use that may include no vehicle washing and no watering of grass, sod, or landscaping. **Comments: The developer has agreed to this condition.**
- 35) That the applicant provide the Fire Department and the Sheriff's Department with keys, key cards, or other acceptable methods of entry for quick access into the buildings for emergency service calls. **Comments: The developer has agreed to this condition.**

- 36) That if the City Council approves the PUD Preliminary Plan and the Preliminary Plat, the City's approval is good for one year from the date of City Council action and the final plat must be recorded within that timeframe, unless the applicant requests and the City Council approves an extension. *Comments: The developer has agreed to this condition.*

Staff is recommending approval of the final plat and PUD plans with conditions intended to address the outstanding issues that require additional review and/or documentation.

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**RECOMMENDED CONDITIONS OF APPROVAL:**

Staff is recommending conditions as part of this final plat review to address issues highlighted in this report that include conditions of the preliminary plat that have not been fully addressed by the applicant. The City Engineer's review memorandums dated September 15, 2021 identify several issues the applicant needs to address before final plat approval and before starting construction. Based on the above Staff report and analysis, Staff is recommending approval of the final plat and final PUD development plans for Crossroads East with the following conditions:

***Recommended Conditions of Approval:***

- 1) The applicant shall address the comments in the City Engineer's review memorandums dated September 15, 2021 before the City releases the final plat for recording. The City Engineer shall review and approve the final construction plans prior to the recording of the Final Plat. All changes and modifications to the plans requested by the City Engineer in the memorandums dated September 15, 2021 and any future reviews shall be incorporated into these project documents before the City approves the final plans.
- 2) The developer must submit an updated title opinion for review and approval by the City Attorney before approval of the development agreement and recording of the final plat.
- 3) Prior to the execution of the Final Plat by City officials, the Developer shall enter into a Developer's Agreement acceptable to the City Attorney and approved by the City Council that delineates who is responsible for the design, construction, and payment of the required improvements for the Crossroads East Final Plat and Final PUD Development Plans with financial guarantees, therefore.
- 4) All easements as requested by the City Engineer and Public Works Department shall be documented on the Final Plat before the execution of the final plat by City Officials.
- 5) The Fire Department comments dated September 20, 2021, must be addressed to the satisfaction of the Fire Department before the City releases the final plat for recording.
- 6) The applicant shall revise the final landscape and tree planting plan for approval by the City before the City releases the final plat for recording.
- 7) That the applicant provide the City with an updated list of desired permitted, conditional, and prohibited land uses and activities for the PUD for the City's review and approval prior to release of the final plat.

- 8) The applicant must provide the City with a detailed breakdown of the types of uses and their floor spaces with a detailed parking calculation for each building in the development with the required building permits. There shall be no deviation from the required number of parking spaces.
- 9) That all storm water facilities internal to the site shall be privately owned and maintained. A storm water maintenance and easement agreement in the City's standard form shall be executed and recorded with the final plat for all 100-year high water level areas and to protect all overland emergency flow paths.
- 10) The applicant must meet all City standards and design requirements, including but not limited to building materials, parking, lighting and signage, unless specifically addressed otherwise in these conditions.
- 11) Before to the installation or construction of any subdivision identification signs or directional markers within the development, the applicant shall submit sign plans to the City for review and obtain a sign permit from the City. A signage plan for the entire development including size and location of monument signs, wall signs and signage for tenant spaces must be submitted prior to release of the final plat.
- 12) The applicant must notify any purchasers or tenants of the buildings on the site that the City may impose restrictions or limits on outdoor water use that may include no vehicle washing and no watering of grass, sod, or landscaping.
- 13) The applicant must provide the Fire Department and the Sheriff's Department with keys, key cards, or other acceptable methods of entry for quick access into the buildings for emergency service calls.

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## **DRAFT FINDINGS**

Staff is recommending the Planning Commission consider the following findings with regards to the proposed Crossroads East Final Plat and Final PUD Plans

- 1) That all the requirements of City Code Section 153.07 related to the Final Plan and Final Plat have been met by the Applicant.
- 2) That the proposed Final Plat for Crossroads East Addition consists of the creation of two lots for business/industrial use and three outlots for stormwater management.
- 3) That the Crossroads East Addition Final Plat and Final PUD Plan is generally consistent with the Preliminary Plat and Plans as approved by the City of Lake Elmo on August 4, 2021.
- 4) That the Crossroads East Addition Final Plat and Final PUD Plan is consistent with the Lake Elmo Comprehensive Plan and the Future Land Use Map for this area.

- 5) That the Crossroads East Addition Final Plat generally complies with the City’s Business Park zoning district, with the exceptions as noted in the approved Preliminary PUD Plans and PUD Agreement.
- 6) That the Crossroads East Addition Final Plat complies with all other applicable zoning requirements, including the City’s landscaping, storm water, sediment and erosion control and other ordinances, except as noted in this report or attachment thereof.
- 7) That the Crossroads East Addition Final Plat complies with the City’s subdivision ordinance.
- 8) That the Crossroads East Addition Final Plat and Final PUD Plan complies with the City’s Planned Unit Development Ordinance.
- 9) That the Crossroads East Addition Final Plat is generally consistent with the City’s engineering standards with the exceptions noted by the City Engineer in his review comments to the City dated September 15, 2021 and as otherwise identified in future reviews.

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**RECOMMENDATION:**

Staff recommends the Planning Commission recommend approval of the Final Plat and Final Development Plans for Crossroads East Addition with the nine conditions of approval as listed in the staff report.

Suggested motion:

***“Move to recommend approval of the final plat and PUD development plans for the Crossroads East Addition with 13 conditions based on the findings listed in the staff report.”***

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**ATTACHMENTS:**

1. Application and narrative dated September 1, 2021
2. Location Map
3. Proposed Final Plat (2 sheets)
4. Proposed Project Plans
5. City Engineer Final Plat Review Comments dated September 15, 2021
6. City Attorney comments dated September 17, 2021
7. Fire Department comments dated September 20, 2021

Date Received: \_\_\_\_\_  
Received By: \_\_\_\_\_  
LU File #: \_\_\_\_\_



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

## FINAL PLAT APPLICATION

Applicant: Launch Properties / Crossroads Properties

Address: 800 LaSalle Avenue, Suite 1610, Minneapolis, MN 55402 / 7200 Hudson Blvd N, Suite 230, Oakdale, MN 55128

Phone #: 612-987-9966 / 651-389-9984

Email Address: dregan@launchproperties.com / mconners@crossroadsproperties.net

Fee Owner: Airlake Development, Inc., Fee Owner, is affiliated entity of Launch Properties (See Contact information above)

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_

Email Address: \_\_\_\_\_

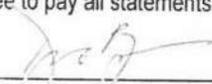
Property Location (Address): NE Corner of Lake Elmo Avenue and Hudson Blvd

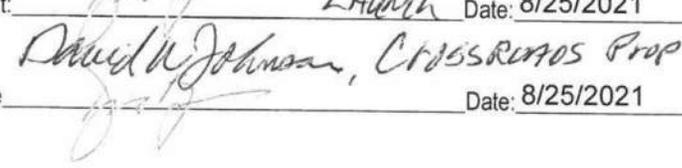
Complete (long) Legal Description: See Final Plat for Existing and Proposed Legal Descriptions

PID#: 3602921330001

General information of proposed subdivision: Launch Properties and Crossroads Properties are proposing to subdivide the existing parcel into two industrial properties and three outlots which will contain the stormwater management for the development. Additionally, there is land proposed to be dedicated for ROW purposes along Lake Elmo Ave.

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

Signature of applicant:  LAUNCH Date: 8/25/2021

Fee Owner Signature:  David W. Johnson, Crossroads Prop. Date: 8/25/2021

Date Received: \_\_\_\_\_  
Received By: \_\_\_\_\_  
Permit#: \_\_\_\_\_



651-747-3900  
3880 Laverne Avenue N.  
Lake Elmo, MN 55042

## LAND USE APPLICATION

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

### Launch Properties / Crossroads Properties

Applicant: \_\_\_\_\_  
Address: 800 LaSalle Avenue, Suite 1610, Minneapolis, MN 55402 / 7200 Hudson Blvd N, Suite 230, Oakdale, MN 55128  
Phone # 612-987-9966 / 651-389-9984  
Email Address: dregan@launchproperties.com / mconnors@crossroadsproperties.net

Property Owner: Airlake Development, Inc., Property Owner, is affiliated entity of Launch Properties (See Contact information above)  
Address: \_\_\_\_\_  
Phone # \_\_\_\_\_  
Email Address: \_\_\_\_\_

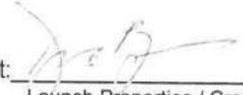
Property Address: NE Corner of Lake Elmo Avenue and Hudson Blvd

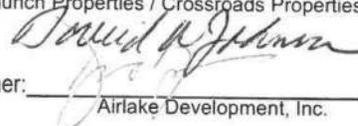
PID#: 3602921330001

Detailed Reason for Request: Launch Properties and Crossroads properties are proposing to construct two industrial/office buildings on the property. The project would include the necessary public roadway/utility improvements, parking, landscaping, and stormwater management to support the proposed development.

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

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

Signature of applicant:  LAUNCH Date: 8/25/2021  
Launch Properties / Crossroads Properties

Signature of property owner:  CROSSROADS Prop Date: 8/25/2021  
Airlake Development, Inc.

- 1) Launch Crossroads PUD. The purpose of the PUD District is to provide areas for attractive, high quality business park development primarily for office, high quality manufacturing and assembly, warehousing, and non-retail uses which provide a harmonious transition to residential development and neighborhoods by: 1) Conducting most business activities and essentially all storage inside buildings; 2) Consisting of high quality and attractive buildings which blend in with the environment; 3) providing open space, quality landscaping and berming; 4) including setbacks, screening, and buffering of parking, loading docks, commercial vehicle, truck, and trailer parking, and other similar functions; 5) protecting and enhancing the natural environment; and 6) providing users with an attractive working environment that is unique in the eastern metropolitan area with immediate access to I-94.
  
- 2) Permitted uses. Permitted uses within the PUD are as follows:
  - a) Public and civic uses:
    - i) Colleges and universities
    - ii) Community service
    - iii) Day care center
    - iv) Schools, public and private
    - v) Public assembly
    - vi) Religious institutions
  
  - b) Services:
    - i) Business services
    - ii) Business center
    - iii) Office
    - iv) Office showroom
    - v) Commercial kennel without outdoor kennels or runs
    - vi) Communication services
    - vii) Educational services
    - viii) Childcare
    - ix) Financial institution
    - x) Lodging (conditional use permit req'd)
    - xi) Medical facility
    - xii) Membership organization
    - xiii) Repair and maintenance shop, interior only
    - xiv) Self-service storage
    - xv) Transportation services
    - xvi) Veterinary services
  
  - c) Food Services:
    - i) Standard restaurant, incidental and subordinate to the primary use shall be allowed up to 50 percent of gross floor area for each tenant or occupant.
    - ii) Commercial kitchen
  
  - d) Sales of Merchandise:
    - i) Retail sales, incidental to the primary use shall be allowed up to 50 percent of gross floor area for each tenant or occupant.
    - ii) Building supply sales
    - iii) Furniture and appliance sales
    - iv) Garden center or greenhouse, interior only

- v) Wholesaling
  - e) Automotive/Vehicular Sales
    - i) Automobile maintenance and repairs, interior only
    - ii) Automobile parts/supply, interior only
    - iii) Automobile sales, interior only
    - iv) Commercial vehicle repair, interior only
  - f) Indoor Recreation
    - i) Indoor athletic facility
    - ii) Indoor recreation
  - g) Industrial and Extractive Uses
    - i) Office showroom
    - ii) Laboratory, research, and testing
    - iii) Light industrial
    - iv) Light manufacturing and assembly
    - v) Motor freight and warehousing
- 3) Compatible uses. Other uses as deemed compatible and appropriate by the zoning administrator. Where a question arises as to the compatibility of a use, the zoning administrator shall refer the issue to the planning commission. The planning commission shall make a recommendation to the city council, who shall make a final determination as to whether a proposed use is to be allowed; is compatible as a permitted use; or is a use that may be added to the planned unit development.



## MEMORANDUM

To: Jane Kaniser, AICP

CC: Kristina Handt, City Administrator  
Jack Griffin, City Engineer

From: Brian Wurdeman P.E.  
Kimley-Horn and Associates, Inc.

Date: September 1, 2021

Subject: Crossroads East/Launch Properties Final PUD and Final Plat Application

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Kimley-Horn has reviewed the comments provided by the City of Lake Elmo, Minnesota dated August 31, 2021 and has modified the plans accordingly. The comments and responses are listed below. Responses to comments are in ***bold italics***.

### GENERAL REQUIREMENTS

1. Written Statements providing information regarding your proposal, specifically addressing the following:
  - a. Final exact area calculations of parks, trails, and any other dedicated public open space; and estimated values of all dedicated land and improvements (trails, park equipment, sports fields, etc.)  
***There are no open spaces proposed to be dedicated as part of the project.***
  - b. Final exact area calculations of wetlands and buffers.  
***There are no wetlands or buffers on the project site.***
  - c. Final proposed area calculations for all dedicated rights-of-way.  
***There is approximately 0.76 acres of ROW being dedicated to Lake Elmo Avenue and 0.05 acres of ROW being dedicated to Hudson Blvd.***
  - d. Proposed legal descriptions for: all lots, easements to be created (if not being dedicated on the plat) and easements to be vacated (if any).  
***Per coordination with City Engineer, proposed easements not shown on the plat will be provided with legal description upon completion of utility installation to ensure easements are located correctly.***

- e. An explanation of how issues have been addressed since the Preliminary Plat phase of the development. You have addressed the City Engineer's comments, but there are other conditions of approval not included in that list. I have attached a copy of the approving resolution for your information.

**Summary of Conditions of Approval Responses:**

- 1. The Final Plat has been resubmitted as part of the Final Plat/PUD application**
- 2. The Final Plat has been resubmitted as part of the Final Plat/PUD application**
- 3. The Final Plat and Final PUD Plans have been resubmitted as part of the Final Plat/PUD application**
- 4. The list of desired permitted uses as been provided as part of the application. The list is consistent with what was submitted for the Preliminary Plat/PUD application.**
- 5. The list of desired permitted uses has been provided as part of the application. The list is consistent with what was submitted for the Preliminary Plat/PUD application.**
- 6. The Final PUD plans have been resubmitted as part of this application. The development plans do not include the previously proposed eastern access.**
- 7. The Final Plat/PUD plans include a landscape plan which addresses all previously provided landscape comments.**
- 8. The impervious surface calculations are provided within the Site Plan data table. The Developer's will pay the Park Dedication fee in advance of recording the Final Plat.**
- 9. The detailed architectural plans have been resubmitted as part of this application.**
- 10. The Developers will submit detailed breakdown of floor plan uses at the time of building permit.**
- 11. The Developers will secure the necessary permits prior to construction on-site.**
- 12. The Developers will provide the Valley Branch Watershed District permit to the City in advance of site grading.**
- 13. A stormwater management maintenance agreement will be in place with the Valley Branch Watershed District.**
- 14. Acknowledged.**
- 15. The final plat has been revised to accommodate the necessary ROW for Hudson Blvd and Lake Elmo Avenue.**
- 16. A public trail is proposed along the north side of Lake Elmo Avenue**
- 17. The proposed stormwater management plan has been submitted as part of this application.**

- 18. *Acknowledged.*
- 19. *The plans have been revised to incorporate all Fire and Building comments received to date.*
- 20. *The Developers' fire protection consultant has provided information to the City Engineer.*
- 21. *Preliminary SAC determination letters have been provided to the City for their use in projecting sewer flows.*
- 22. *Acknowledged.*
- 23. *Per coordination with the City Engineer, watermain easement will be completed post-construction when exact location of installed watermain is known.*
- 24. *Acknowledged.*
- 25. *The proposed Final PUD plans were submitted as part of this application.*
- 26. *A photometric plan has been included as part of this application.*
- 27. *The developers will submit a separate sign permit application for any proposed signage for the development.*
- 28. *Acknowledged.*
- 29. *Acknowledged.*
- 30. *Acknowledged.*
- 31. *All County requested TIA modifications were previously addressed and the most current set of plans were resubmitted to the County concurrent with this application being submitted to the City.*
- 32. *The revised project plans were resubmitted as part of the Final Plat application.*
- 33. *Acknowledged.*
- 34. *Acknowledged.*
- 35. *Acknowledged.*

- f. A proposed development schedule indicating the approximate data when construction of the project, or stages of the same, can be expected to begin and be completed (including the proposed phasing of construction of public improvements and recreational and common space areas).

***Construction is proposed to start the week of September 6<sup>th</sup>, with the project being complete in Fall of 2022.***

- 2. Ten (10) packets of reduced size (11 x 17) and five (5) packed of full plan size (24 x 36) containing all of the required pieces of information depicting the proposed subdivision and the PUD. This packet must include the final plat and civil documents, the PUD plans, landscaping plans, and architectural plans.

***The requested hard copies were submitted to City Hall.***

3. **Address labels:** A certified list of property owners located within three hundred fifty (350') feet of the subject property obtained from and certified by a licensed abstractor or through Washington County.  
*Address Labels are included as part of this resubmittal.*
  
4. **Architectural Plans:** Architectural plans for all buildings sufficient to convey the basic architectural intent of the proposed improvements. The plans shall include the following information:
  - a. Architectural elevations (to a verifiable scale) as they will appear after construction.  
*The architectural plans were included as part of this resubmittal.*
  
  - b. Maximum building height/elevation of all structures.  
*The architectural plans were included as part of this resubmittal.*
  
  - c. Indication of all typical building dimensions (including doors, windows, eaves, rooflines, pitch, et cetera) on all building elevations.  
*The architectural plans were included as part of this resubmittal.*
  
  - d. Specifications as to type, color, and texture of exterior surfaces of proposed structures (include color chips and exterior building materials list)  
*The architectural plans were included as part of this resubmittal.*
  
  - e. A detailed lighting plan ensuring that all lighting apparatuses are down shielded as to ensure such do not shine or create glare on abutting properties and surrounding areas (include a specification sheet for all wall fixtures and site plan fixtures)  
*A photometric plan was included as part of this resubmittal.*
  
  - f. Photometric plan(s) for the site.  
*A photometric plan was included as part of this resubmittal.*
  
  - g. Location of utility meters, HVAC equipment, vaults, irrigation boxes, transformers, and other utility service functions (such as conduits, and vents). Show how this equipment will be screened so that the visual and acoustic impacts of these functions are fully contained and out of view of the adjacent properties and public streets.  
*The architectural plans were included as part of this resubmittal.*

Thank you for the thorough review of the layout. Please contact me with any questions regarding the responses.

Sincerely,  
KIMLEY-HORN AND ASSOCIATES, INC.

A handwritten signature in black ink that reads "Brian Wurdeman". The signature is written in a cursive style with a long horizontal stroke at the end.

Brian Wurdeman, P.E.



## MEMORANDUM

To: Jack Griffin, PE  
City Engineer, Lake Elmo

From: Brian Wurdeman, PE  
Kimley-Horn

Date: August 27, 2021

Subject: Preliminary PUD Plan Review Response for Launch Crossroads Business Park

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Kimley-Horn has reviewed the comments provided by the City of Lake Elmo, Minnesota dated July 19, 2021 and has modified the plans accordingly. The comments and responses are listed below. Responses to comments are in ***bold italics***.

### FINAL PLAT

1. Revise the Plat to include 1—foot drainage and utility easements (reserved for small/dry utilities) along Lake Elmo Avenue and Hudson Boulevard.  
***The Final Plat has been revised and is included as part of this resubmittal.***
2. Revise the Plat to include 15-foot drainage and utility easement along the north property line from Lake Elmo Avenue to the existing 15-foot drainage and utility easement.  
***The Final Plat has been revised to include the requested drainage and utility easement.***
3. Revise the Plat to include the 30-foot drainage and utility easement for the city watermain and hydrants.  
***Per discussions with the City Engineer, the 30-foot D&U easement will be platted post construction with a separate document. Easement lines are shown on the Site Development plans for reference.***
4. Revise Outlots A and B to incorporate the pond access maintenance roadway and ensure all areas within the 100-year HWL elevation 923.42 is within the platted Outlots(s).  
***The Final Plat has been revised and is included as part of this resubmittal.***
5. Revise Outlot C to fully incorporate the entire 100-year HWL elevation and 10:1 maintenance bench for the pretreatment pond.  
***The Final Plat has been revised and is included as part of this resubmittal.***
6. Revise the Plat to ensure that infiltration pond 2 is located within an Outlot, including the 100-year HWL elevation 919.95. The 100-year HWL elevation must be clearly shown on the plans.

***Infiltration basin 2 is proposed for minor phosphorus removal of largely undisturbed area to meet the Watershed's requirements. Since it doesn't function for the primary stormwater management for the site, it is not proposed within an Outlot but will be located within a drainage easement as required by the City/Watershed.***

7. Submit written documentation from Washington County indication that they have reviewed the most recent Plat revisions and agree with the dedicated right-of-way along Lake Elmo Avenue.

***Plat revisions have been resubmitted to the County for comment. Written documentation will be provided once reviewed/approved by the County.***

## CONSTRUCTION PLANS

1. Sheet C000: Add plan note to identify the standard of care guideline for the collection and depiction of existing subsurface utility data per CI/ASCE 38-02.

***Standard of care notes have been added to sheet C000.***

2. Sheet C100: Replace all plan notes with City standard plan notes for public infrastructure, grading and erosion control. Plan notes to be placed on the applicable plan sheets. Plan notes applicable to private infrastructure must be clearly identify to its limited application.

***A separate general note sheet has been created for the public and private standard plan notes.***

3. Add a preliminary Plat plan sheet to the preliminary construction plans to identify all proposed Outlots and easements required for the Site Development and public infrastructure improvements. Identify on the preliminary plat the intended Outlot ownership.

***The proposed Plat has been revised and included as part of this resubmittal.***

## EXISTING CONDITIONS AND DEMO PLANS

1. Sheet C201 and C205: Existing trunk sanitary sewer, watermain, gate valves and hydrant running east along Hudson Boulevard are not shown. Revise plans to include existing utilities for a distance of 150 feet beyond project construction limits, including Hudson Boulevard reconstruction limits.

***Comment addressed.***

2. Sheet C201 and C205: Existing hydrant is not shown adjacent to existing sanitary manhole 1-  
***Additional Survey Information is being collected in this area and the plans will be revised once survey is received.***

3. Sheet C201 and C205: Existing gas and overhead power are not shown to the extent of the project limits. Revise plans to include existing utilities for a distance of 150 feet beyond project construction limits.  
***Existing gas and overhead power were not surveyed to this extent. Both are shown based on aerial imagery. Additional survey is being requested to satisfy comments in this letter. Once obtained, the drawings will be updated to include the surveyed locations.***
4. Sheet C205: Identify culvert size and material for existing Vali-Hi driveway. The plans are unclear if the inverts are identified.  
***There are two existing culverts underneath the two existing driveways. Both culvert crossings are 15" CMP culverts. The proposed condition sees curb extending to the western of the two driveways with boulevard draining over top of the curb. The proposed driveways and area between the driveways drain towards the road eliminating the need for proposed culverts underneath the pavement.***
5. Verify in writing that existing conditions survey has been conducted in 2021 for the purposes of this project, including gopher one call with field location of in place utilities.  
***Additional topo survey is being collected adjacent to Hudson Blvd to finalize design.***
6. Sheet C207: Existing 36-inch RCP culvert will need to be removed to allow sanitary sewer construction. A new RCP culvert should be installed after the sanitary sewer has been installed.  
***A new manhole has been proposed on the south side of the proposed sanitary sewer to connect to and rebuild new 36" RCP across the section to be removed.***

## SITE PLANS

1. Sheet C401: An easement access with drivable pathway must be provided to maintain city access to the permanent drainage and utility easement along the east plat line.  
***Easement access is provided along the eastern curb line. A drivable pathway is provided along the entirety of the easement within the proposed property.***
2. Sheet C401-C411: Remove the proposed easterly site access to the Crossroad-Launch development.
  - a. The East access does not meet access spacing requirements with the existing Vahli-Hi access located approximately 200 feet to the east. The Hudson Boulevard design standards clearly indicate this access cannot be constructed until the existing adjacent access is eliminated.

- b. Revise plans to remove the proposed East access or consolidate the East access with the Vahli-Hi access. A proposed East access would also be required to consolidate access with the existing Met Council meter station.  
***Eastern driveway access has been removed from the plans.***
3. Sheet C401-C411: Add a right turn lane at the West development access with a minimum total length of 315 feet and 15:1 taper.
  - a. The Hudson Boulevard Design Standards requires left turn lanes at all full access points and right turn lanes for all non-residential areas.
  - b. Add Typical Section showing right turn lane at West Access. If needed, revise plat showing additional right-of-way dedication necessary to maintain minimum 5-foot boulevard for bituminous trail and 2-foot clear zone.  
***Comment addressed.***
4. Sheets C401-C411: At 40 MPH design speed, all left turn lanes must be minimum 315 feet, including taper and full width lane. Add the full width turn lane “length” to the plan sheets, add the “taper ratio”, and add the “taper length” to the plans. Revise turn lanes as necessary to verify minimum 315 feet total length.  
***Comment addressed. In order to see the left turn lanes as they are striped, taper lengths, taper ratios, and storage lengths of left turns have been added to the striping and signing plans.***
5. Sheet C405: Correct Taper Stationing. End Taper at STA 54+16.64.  
***Comment addressed.***
6. Sheet 406: Correct Taper Stationing. Begin Taper at STA 14+45.48.  
***Comment addressed.***
7. Sheet C406: Revise the taper along the curve to be a curved taper (westbound right-turn lane).  
***Comment addressed.***
8. Sheet C406: Revise the viewport and show the existing and proposed profile grades across Lake Elmo Avenue to better show existing conditions.  
***Comment addressed.***
9. Sheet C406: Revise the roadway profile to be 0.5% for the first 50 feet from the Lake Elmo Avenue intersection to better accommodate ADA through any future cross walks.  
***Comment addressed.***
10. Sheet C407: Revise curb/shoulder transition at STA 24+83.83. Inset curb transition detail to verify curb transition does not create plow damage or vehicle vaulting potential.  
***Comment addressed, see curb taper detail on the construction notes.***

11. Sheet C407: Add 2-foot gravel shouldering to north side of roadway (as shown on Typical Sections).

***Comment addressed.***

12. Sheet C408: Revise plans to provide a minimum 1:40 taper (currently shown as 1:15).

***Comment addressed.***

13. Sheet C408: Correct Taper Stationing. Begin Taper at STA 30+03.83; OFF: 16.00'L.

***Comment addressed.***

14. Sheet C409: Rename the top Typical Section as "Hudson Boulevard West Typical Section" and remain the lower 2 Typical Sections as "Hudson Boulevard East Typical Section".

***Comment addressed.***

15. Sheet C409: Revise Hudson Boulevard West Typical Section to show minimum 6-foot paved shoulder and minimum 2-foot gravel shoulder. Revise plans accordingly.

***Comment addressed.***

16. Sheet C409-C410: Revise all pavement section materials per City design standards (see attached.)

***Comment addressed.***

17. Sheet C409-C410: Revise all typical sections to show 4" PVC drain tile for all roadway sections for subsurface drainage of select granular subbase. Revise all plan sheets, as necessary, to show drain tile locations and flow directions, catch basin connection details, rural section discharge locations. Drain tile connection invert elevations to be shown on catch basin profiles, minimum 1-foot above storm sewer invert. Rural section discharge locations to be shown with concrete flumes.

***Comment addressed.***

18. Sheet C411: Revise superelevation transition rate for the west side of Lake Elmo Avenue to transition at 400:1 to the existing roadway.

***Per coordination with City Engineer, the west side of Lake Elmo Avenue will be widened but existing superelevation will remain. Additional topo is being collected for this widening and Hudson Avenue design will be finalized upon receipt of new survey information.***

19. Sheet C411: Extend limits of construction for Hudson Boulevard, west of Lake Elmo avenue, to remove superelevation back to center crown (approximately STA 50+00).

***Per coordination with City Engineer, the west side of Lake Elmo Avenue will be widened but existing superelevation will remain. Additional topo is being***

***collected for this widening and Hudson Avenue design will be finalized upon receipt of new survey information.***

20. Sheet C411: Revise superelevation transition rate for the east side of Lake Elmo Avenue to transition at 400:1. EB thru lane superelevation transition length should be shorter than other two lanes.

***Comment addressed.***

21. Sheet C411: Remove superelevation transition that is shown along the EB thru lane (approx. STA 15+40 to 17+64): EB lane is already at -2.5%.

***Comment addressed.***

22. Sheet C412: Revise superelevation transition rate from the east end of the project to transition at 400:1 back toward the west.

***Comment Addressed.***

23. Sheets C704-C709: Add City Standard Plan Notes for Signing/Pavement Marking/Lighting, Detail 900A. Remove all other plan notes that conflict with any city standard.

***Comment addressed.***

24. Sheet C705: Add 40 MPH Advisory Speed sign on Hudson Boulevard, west of Lake Elmo Avenue, since the project is modifying the superelevation at the intersection approach curve.

***Comment addressed.***

25. Sheet C705: Revise pavement markings between the Lake Elmo Avenue left turn lane and proposed West development left-turn lane to create back to back turn lanes and to avoid the separation hatching.

***Comment addressed.***

26. Submit written documentation from Washington County indication they have reviewed the most recent Traffic Impact Study and approve the most recent Construction Plans related to any improvements required along Lake Elmo Avenue.

***The most recent Traffic Impact Study and Plans were submitted to the County in July. No comments were provided to the project team. KH will provide written documentation from County once received.***

## UTILITY PLANS

1. Sheets C405-C407: Add City Standard Plan Notes for Sanitary Sewer, Detail 300A. Remove all other plan notes that conflict with any city standard.

***Comment addressed.***

2. Sheets C406-C407: Add City Standard Plan Notes for Storm sewer, Detail 400A. Remove all other plan notes that conflict with any city standard.

***Comment addressed.***

3. Sheets C406-C407: Add City Standard Plan Notes for Sidewalks and Trail, Detail 500A. Remove all other plan notes that conflict with any city standard.

***Comment addressed.***

4. Sheets C405-407: Revise all sanitary sewer pipe to 16-inch C-900 DR 14.

***Comment addressed.***

5. Sheet C406: Provide storm sewer profile for storm run STR 59 to existing RCP.

***Comment addressed.***

6. Sheet C407: Provide sanitary sewer profile from the MCES connection manhole (Ex SS-01) to MH SS-1.

***Comment addressed.***

7. Sheet C407: Revise MH SS-02 to be a drop manhole per city standard detail 306.

***Comment addressed.***

8. Sheet C407: Revise MH SS-02 to be located in an area which is accessible to maintenance vehicles.

***Comment addressed.***

9. Sheet C407: Add note to adjust existing gate valve boxes at STA 24+50.

***Comment addressed.***

10. Sheet C407: Provide storm sewer profile for storm run STR 63 to existing STR 64.

***Comment addressed.***

11. Sheet C407: Revise catch basins STR-100 and STR-105 to provide a minimum pipe cover of 3-feet.

***STR-100 and STR-105 now meet the minimum 3-feet of pipe cover.***

12. Sheet C407: Provide storm sewer profile for storm run STR-105 to STR-106.

***This stretch of storm sewer is now STR-101 to STR-102. A storm sewer profile has been provided.***

13. Sheet C407: Revise catch basin STR-101 to provide minimum pipe cover of 3-feet.

***Please note, this catch basin was unable to provide a minimum pipe cover of 3 feet. The existing drainage area along the north side of Hudson Boulevard is not deep enough to get positive drainage of at least 0.5% and provide for a catch basin with an invert 4.25' below the surface grade. A MnDOT Design G structure has been called out in this location.***

14. Sheet C407: Revise plans to provide minimum 2% positive ditch grade between STR-102 and STR-103.

***With the removal of the eastern driveway access curb has been extended to the existing Vahli-Hi driveways. The trail and boulevard now drain over the top of the curb that is captured in an inlet structure rather than through driveway culverts.***

15. Sheet C407: Add STR-103 invert to the plans.

***Comment addressed.***

16. Sheets C405-407: Drantile shall be provided at the road subbase in accordance with city standards with inverts provided for each applicable structure. Revise all plan sheets, as necessary, to show drain tile locations and flow directions, catch basin connection details, rural section discharge locations. Drain tile connection invert elevations to be shown on catch basin profiles, minimum 1-foot above storm sewer invert. Rural section discharge locations to be shown with concrete flumes.

***Comment addressed.***

17. Sheets C600-C601: Add City Standard Plan Notes for Watermain, Detail 200A. Remove all other plan notes that conflict with any city standard.

***Comment addressed.***

18. Sheets C600-C601: Revise hydrant placement and system valves per Public Works and Fire Department approved plan (to be submitted per separate mark-up once city review is completed).

***Comment addressed.***

19. Sheets C600-C601: Revise Key Note C to be 8-inch Public Watermain and all watermain in profile view to be 8-inch DIP Cl. 52.

***Comment addressed.***

20. Sheet C600: Revise the public watermain easements to provide minimum 15 feet of easement on all sides of all hydrants.

***Comment addressed.***

21. Remove "watermain" from note 20. All watermain, except private service lines, to be owned and operated by the city.

***Comment addressed.***

22. Sheet C600: Add gate valves off the mainline tee for each private service line.

***Comment addressed.***

## STORMWATER MANAGEMENT PLAN (SWMP)

1. Revise SWMP to identify the culvert size and inverts at the end of the curb along Hudson Boulevard. Revise grading and site plan sheets to detail proposed rip rap and rock check dam at end of curb.

***Culvert size, inverts, and rip rap are detailed on sheet C407.***

2. Revise the SWMP to include the stormwater management details and calculations for the 3 vegetated slope areas proposed along the south side of Hudson Boulevard. Obtain and submit soil borings for each basin area per city design standards.

***Stormwater management details and calculations are provided. Additional Soil borings are being completed and will be provided upon completion.***

3. Verify and correct Infiltration Pond 2 outlet pipe size. The plans indicate 24" but the model is shown as 18".

***Infiltration Basin 2 outlet condition revised. A berm is proposed to provide overflows from the basin, which will overland flow east.***

4. Verify and correct the grate size for the OCS. The plans indicate 60" but the model is shown as 48".

***Comment addressed.***

5. Verify and correct the OCS rim elevation. The plans indicate 923.33 but the detail and model show 924.0.

***Comment addressed.***

6. Verify and correct the OCS inlet pipe configuration. The plans show a flat inlet pipe while the detail shows a reverse slope inlet pipe.

***Comment addressed.***

7. Revise SWMP to provide supporting calculations of Tc for DA-1. Also verify Tc for DA-1 as the response comments indicate Tc = 10 minutes while the SWMP shows TC = 15 minutes. This was a previous comment that has not been addressed.

***Time of concentration for DA-1 revised to 7 minutes.***

8. Revise the SWMP to model the pretreatment pond and infiltration pond separately. This was a previous comment that has not been addressed.

***Comment addressed.***

## GRADING PLANS

1. Sheets C500-C502: Add City Standard Plan Notes for Grading and Erosion Control, Details 600A, 600B and 600C. Remove all other plan notes that conflict with any city standard.

***The Standard Notes have been removed from the Grading Plan and Reference the Public/Private General Notes Sheets.***

2. Sheets C500-C501: Revise grading plan scale to facilitate City plan review. Label existing contours beyond project limits to facilitate plan review for matching conditions (in particular along east side of development).

***Comment addressed.***

3. Sheets C500-C501: Revise grading plans to clarify location and use of any retaining walls on site. The plans appear to include retaining walls, but details are insufficient to allow for city review.

***Comment addressed.***

4. Sheets C500-C501: Revise grading plans to eliminate the proposed grading within the existing city drainage and utility easements along the eastern side of the property. Existing watermain and sanitary sewer does not allow for proposed grading changes without altering pip installations.

***Per correspondence with the City Engineer, minimal fill will be provided over the existing D&U easement and existing water main. Minimal fill is not anticipated to negatively impact the pipe.***

5. Sheets C500-C504: Submit soil borings to verify infiltration rates and calculations per city design standards for all proposed infiltration areas. Minimum 2 borings per facility up to 5,000 SF of infiltration area. Additional boring is required for every additional 2,500 SF of infiltration area. Borings outside of infiltration practices are not allowed. Plans cannot be approved until infiltration practices are verified through soil boring testing.

***Additional soil borings are being collected per additional coordination with the City Engineer. The additional soil borings will be provided upon completion.***

6. Sheet C501: Revise wet detention basin grading to include a 10:1 maintenance bench per city requirements in addition to the 10:1 aquatic bench. Grading changes are also required to provide pond maintenance access roadway, 20-feet wide up to maintenance bench, with grades not exceeding 10%. Maintenance access roadway plan details must be clearly shown.

***Comment addressed.***

7. Sheet C501: Revise infiltration basin 1 grading to provide pond maintenance access roadway, 20-feet wide up to pond area, with grades not exceeding 10%. Maintenance access must then be provided, minimum 10 feet in width to each storm structure. Plan, as presented appears not feasible as vehicle would be required to pass over STR-27 to maintain STR-59.

***Comment addressed.***

8. Sheet C501: Revise infiltration basin 1 grading to provide maximum side slope at 4:1 per city standards. Revise basin section on Sheet C504 accordingly.

***Under the PUD, this project proposes an exemption for the 4:1 maximum side slopes. 3:1 slopes are proposed.***

9. Sheet C501: Revise plans to clearly show the 100-year HWL elevation for infiltration pond 2. Add pond 2 EOF elevation and flow path. Revise grading as necessary to ensure the 100-year HWL remains fully outside the city right-of-way. Infiltration pond 2 must be located fully within a dedicated Outlot.

***100-year HWL and EOF added to the plans. Flow path also added. Infiltration basin 2 is proposed for minor phosphorus removal of largely undisturbed area. Since it doesn't function for the primary stormwater management for the site, it is not proposed within an Outlot but is included within a drainage easement required by the City/Watershed.***

10. Sheet C502: Identify the proposed infiltration basin at SE intersection of Lake Elmo Avenue and Hudson Boulevard as Infiltration Basin #3 on both the plans and storm water report. Provide soil media and restoration specifications on Sheet C502 for city review.

***Comment addressed.***

11. Sheet C502: Identify the proposed infiltration basin at SW intersection of Lake Elmo Avenue and Hudson Boulevard as Infiltration Basin #4 on both the plans and storm water report. Provide soil media and restoration specifications on Sheet C502 for city review. Provide 100-year HWL contour and identify area of infiltration practice for city review.

***Comment addressed.***

12. Sheet C503: Identify the proposed infiltration basin as Infiltration Basin #5 on both the plans and storm water report. Provide soil media and restoration specifications on Sheet C503 for city review. Provide 100-year HWL contour and identify area of infiltration practice for city review.

***Comment addressed.***

13. Sheet C504: Revise wet detention basin section to include a 10:1 maintenance bench per city requirements, in addition to the 10:1 aquatic bench.

***Comment addressed.***

14. Sheet C504: Add plan note that clay liner to be constructed in accordance with VBWD liner specifications. Obtain specifications from VBWD and add to plan sheet.

***Comment addressed. MPCA guidelines referenced for the clay liner.***

## EROSION CONTROL PLANS

1. Sheets C206, C301 and C302: Add City Standard Plan notes for Grading and Erosion Control, Details 600A, 600B and 600 C. Remove all other plan notes that conflict with any city standard.

***Standard plan notes are shown in the detail sheets along with other applicable City details. Notes have been added to reference the applicable detail sheet number.***

2. Sheets C206, C301 and C302: Add City Standard Plan Notes for Site Restoration, Detail 600D. Remove all other plan notes that conflict with any city standard.  
***Standard plan notes are shown in the detail sheets along with other applicable City details. Notes have been added to reference the applicable detail sheet number.***
  
3. Sheets C301: Add silt fence along north boulevard of Hudson Boulevard on the west side of Lake Elmo Avenue.  
***Comment addressed.***
  
4. Sheets C302: Add silt fence along north boulevard of Hudson Boulevard on the east end of project.  
***Comment addressed.***

## DETAILS

1. Sheets C602-C606: Replace all city details dated March 2017 with city standard details dated April 2019.  
***Comment addressed.***
  
2. Sheets C602-C606: Remove all city standard plan notes from the detail sheets (200A, 300A, 400A, 500A, 600A, 600B, 600C, and 600D).  
***These standard plan notes have been removed from the detail sheets and relocated to the Public Infrastructure General Notes Sheet at the front of the set.***
  
3. Sheets C602-C606: Add city standard details 105, 211, 322, 405, 419, 507A, 507B, 507C, 507D, 507E, 507F, 509, 511, 512, 901, 902, and 903.  
***Comment addressed.***

## TRAFFIC CONTROL PLANS

1. Sheets C700-C703: Construction along Hudson Boulevard on the West side of Lake Elmo Avenue shall be completed under traffic, using partial closures only. The traffic control plans must be revised accordingly.  
***Per coordination with City Engineer, the west side of Lake Elmo Avenue will be widened but existing superelevation will remain. Additional topo is being collected for this widening and Hudson Avenue design will be finalized upon receipt of new survey information. Upon receipt of new survey and confirmation of the proposed geometry, a detailed traffic control plan will be submitted so that traffic can be maintained during construction west of Lake Elmo Avenue.***

2. Sheets C700-C703: Construction along Hudson Boulevard, East of Lake Elmo Avenue, shall be completed under traffic whenever feasible. All full roadway closures and durations to be approved by the city.  
*The proposed traffic control plan details full closure of Hudson Boulevard east of Lake Elmo Avenue due to sanitary sewer construction within centerline of the road in excess of 40 feet deep. Businesses within the construction area are to have access maintained throughout the duration of the project.*
  
3. Sheets C700-C703: Road closed barricades and signage must allow access at all times to adjacent properties, including the Vali-Hi Drive-in.  
*Comment addressed, "Businesses Open During Construction" signs have been added to Type III barricades at detour plan limits.*
  
4. Sheets C700-C703: The detour route and plans are subject to revisions that may be required to obtain a permit from Washington County and other agencies. Detour route must be verified as a viable option based on adjacent construction projects.  
*Comment addressed. Based on recommendation received from Washington County to avoid a proposed a detour plan on roads currently under construction, the detour route has been moved north of the project to 10<sup>th</sup> Street.*

## CROSS SECTIONS

1. Sheets C800-C806: Revise all cross sections to show minimum 2% trail cross slopes per city standards.  
*Comment addressed.*
  
2. Sheets C800-C806: Revise all cross sections to show minimum 4% boulevard grades per city standards (both sides of the roadway).  
*Comment addressed.*
  
3. Sheets C800-C806: Label all proposed inslope grades for all cross sections.  
*Comment addressed.*
  
4. Sheets C800-C806: Add the proposed 10-foot drainage and utility easement to all cross sections. Verify grade within easement does not exceed 4:1.  
*Comment addressed.*

## LANDSCAPE PLANS

1. Sheets L100-L101: Add city standard plan notes for Landscaping.  
*City standard plan notes have been added, please see updated Landscape Notes on sheet L103.*
  
2. Sheets L100-L101: Add note that all trees must be field staked and approved by city prior to planting.

***Added note that all trees must be field staked and approved by city prior to planting to Landscape Notes on L103.***

3. Sheets L100-L101: Add note that no trees may be planted within any drainage and utility easement, or within 5 feet of a storm water basin access roadway or maintenance bench.

***Added note that no trees may be planted within any drainage and utility easement, or within 5 feet of a storm water basin access roadway or maintenance bench to Landscape Notes on L103.***

4. Sheets L100-L101: Revise landscape plans to comply with the above listed requirements.
  - a. Relocate the three trees shown in the lot drainage easement along Lake Elmo Avenue in the northwest corner of the site.
  - b. Relocate the trees shown in the lot drainage easement the southwest corner of the site.
  - c. Relocate all trees closer than 15 feet from each fire hydrant.

***Three trees shown in the lot drainage easement along Lake Elmo Avenue in the northwest and southwest corner have been moved east out of the easement. All trees within 15 feet of a fire hydrant have been outside of that radius***

Thank you for the thorough review of the layout. Please contact me with any questions regarding the responses.

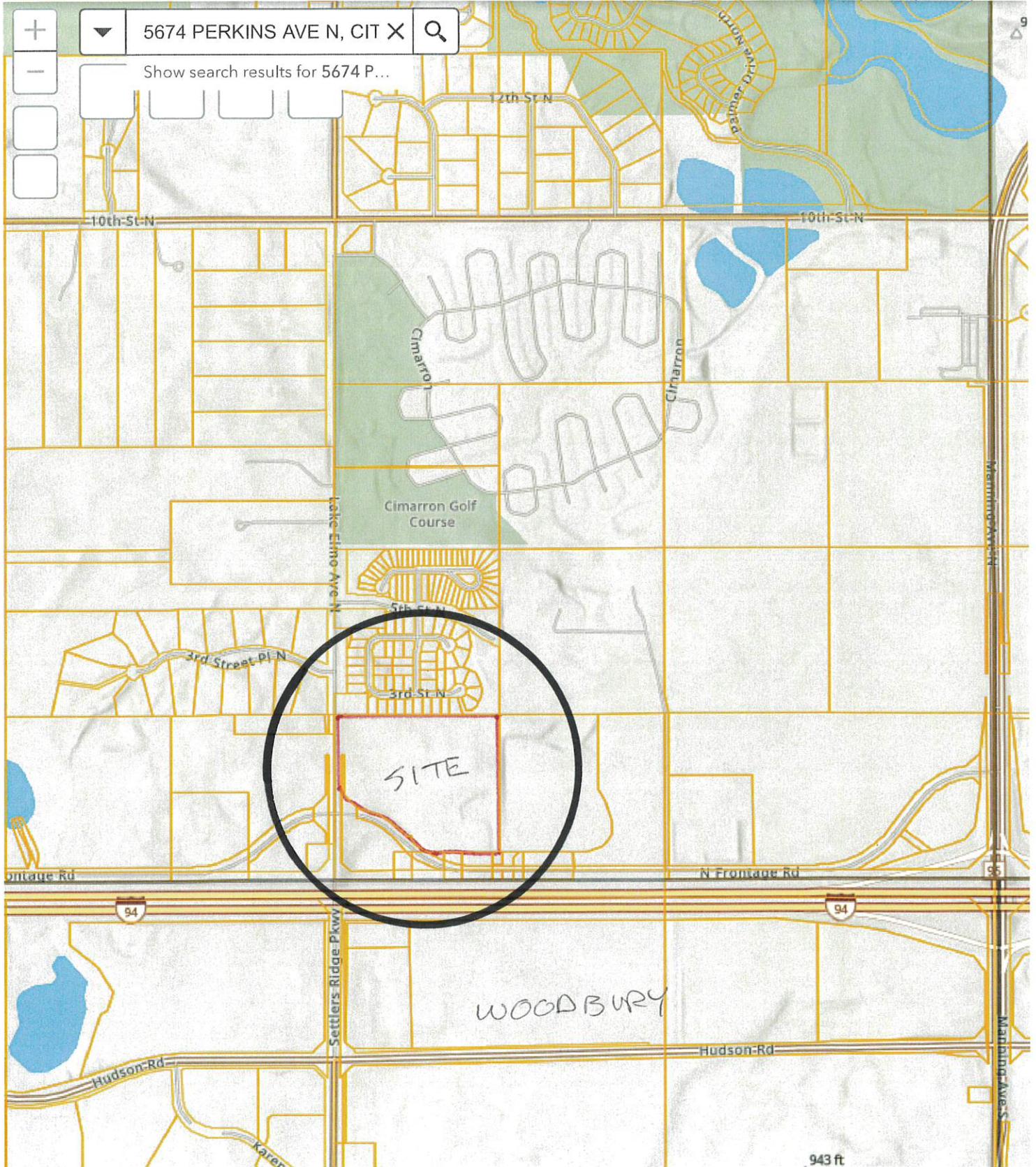
Sincerely,  
KIMLEY-HORN AND ASSOCIATES, INC.

Brian M. Wurdeman, P.E.

# Parcel Viewer - Quick Access

Beta

Washington Co.,



0.2mi  
-92 815 44 968 Degrees

# CROSSROADS EAST FIRST ADDITION

KNOW ALL BY THESE PRESENTS: That LaunchPark Lake Elmo, LLC, a Minnesota limited liability company, fee owner of the following described property:

That part of the Southwest Quarter of the Southwest Quarter of Section 36, Township 29 North, Range 21 West, City of Lake Elmo, Washington County, Minnesota lying northerly of the South 219.50 feet thereof and also lying northeasterly of Minnesota Department of Transportation Right of Way Plat No 82-52, according to the plat thereof on file and of record in the office of the County Recorder, Washington County, Minnesota.

AND

That part of the Southwest Quarter of the Southwest Quarter of Section 36, Township 29 North, Range 21 West, Washington County, Minnesota, described as follows: Commencing at the southwest corner of said Section 36; thence run east along the south line of said Section 36 for 869 feet; thence run northerly on an azimuth of 359 degrees 07 minutes 09 seconds (azimuth oriented to Minnesota State Plane Coordinate System, South Zone) for 160.3 feet to Right of Way Boundary Corner B9 as shown on Minnesota Department of Transportation Right of Way Plat No. 82-46 as the same is on file of record in the office of the County Recorder in and for said county, which is the point of beginning of Tract A to be described; thence continue on an azimuth of 359 degrees 07 minutes 09 seconds along the boundary of said plat for 59.2 feet to Right of Way Boundary Corner B8; thence on an azimuth of 269 degrees 04 minutes 09 seconds along the boundary of said plat for 121.71 feet to Right of Way Boundary Corner B7; thence run southeasterly on a non-tangential curve concave to the northeast having a radius of 768.51 feet; a delta angle of 10 degrees 06 minutes 01 seconds and a chord azimuth of 115 degrees 01 minutes 02 seconds, for 135.48 feet to the point of beginning; containing 0.09 acre, more or less.

AND

All that part of the Easterly (E'ly) Two Hundred Forty-six and Seven tenths (246.7) feet of the following described parcel: Commencing at the Southwest corner of said Section Thirty-six (36); thence east along the south line of said Section Eight Hundred Sixty-nine (869.0) feet to the point of beginning; thence north 00 degrees 03 minutes East Two Hundred Nineteen and five tenths (219.5) feet to a point marked by an iron stake; thence east Three Hundred Ninety-six and Seven tenths (396.7) feet to a point marked by an iron Stake; thence South 00 degrees 03 minutes West Two Hundred Nineteen and Five tenths (219.5) feet to the south line of said section; thence West along said south line Three Hundred Ninety-six and seven tenths (369.7) feet to the place of beginning, containing 2.0 acres. Subject to T.H. #12. The above described property all located in the Southwest Quarter (SW 1/4) of Section Thirty-six (36), in Township Twenty-nine (29) North, of Range Twenty-one (21) West. According to the United States Government Survey thereof. Except that portion lying southerly of the north line of Minnesota Department of Transportation Right of Way Plat No. 82-52.

Has caused the same to be surveyed and platted as CROSSROADS EAST FIRST ADDITION and does dedicate to the public for public use forever the public ways as shown on this plat.

In witness whereof said LaunchPark Lake Elmo, LLC, a Minnesota limited liability company, has caused these presents to be signed by its proper officer this \_\_\_\_\_ day of \_\_\_\_\_, 202\_\_.

Signed: LaunchPark Lake Elmo, LLC

by \_\_\_\_\_, Its \_\_\_\_\_

Printed \_\_\_\_\_

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me on this \_\_\_\_\_ day of \_\_\_\_\_, 202\_\_, by \_\_\_\_\_, its \_\_\_\_\_, on behalf of the company.

\_\_\_\_\_  
Signature of Notary

\_\_\_\_\_  
Printed Name of Notary

Notary Public \_\_\_\_\_ County, \_\_\_\_\_

My commission expires \_\_\_\_\_

I Christopher A. Terwedo do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 202\_\_.

\_\_\_\_\_  
Christopher A. Terwedo, Licensed Land Surveyor

Minnesota License No. 53536

STATE OF MINNESOTA

COUNTY OF \_\_\_\_\_

This instrument was acknowledged before me on this \_\_\_\_\_ day of \_\_\_\_\_, 202\_\_, by Christopher A. Terwedo, Licensed Land Surveyor.

\_\_\_\_\_  
Signature of Notary

\_\_\_\_\_  
Printed Name of Notary

Notary Public \_\_\_\_\_ County, \_\_\_\_\_

My commission expires \_\_\_\_\_

CITY COUNCIL

CITY OF LAKE ELMO, MINNESOTA

This plat was approved by the City Council of Lake Elmo, Minnesota, this \_\_\_\_\_ day of \_\_\_\_\_, 202\_\_, and hereby certifies compliance with all requirements as set forth in Minnesota Statutes, Section 505.03, Subdivision 2.

Signed: \_\_\_\_\_

Mayor

Attest: \_\_\_\_\_

City Administrator

WASHINGTON COUNTY SURVEYOR

Pursuant to Chapter 820, Laws of Minnesota, 1971, and in accordance with Minnesota Statutes, Section 505.021, Subd. 11, this plat has been reviewed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 202\_\_.

by \_\_\_\_\_

Washington County Surveyor

by \_\_\_\_\_

WASHINGTON COUNTY AUDITOR/TREASURER

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 202\_\_ on the land hereinbefore described have been paid. Also pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer has been entered on this \_\_\_\_\_ day of \_\_\_\_\_, 202\_\_.

by \_\_\_\_\_

Washington County Auditor/Treasurer

by \_\_\_\_\_

Deputy

WASHINGTON COUNTY RECORDER

Document Number \_\_\_\_\_

I hereby certify that this instrument was recorded in the Office of the County Recorder for record on this \_\_\_\_\_ day of \_\_\_\_\_, 202\_\_, at \_\_\_\_ o'clock \_\_\_\_M. and was duly recorded in Washington County Records.

by \_\_\_\_\_

Washington County Recorder

by \_\_\_\_\_

Deputy



Egan, Field & Nowak, Inc.

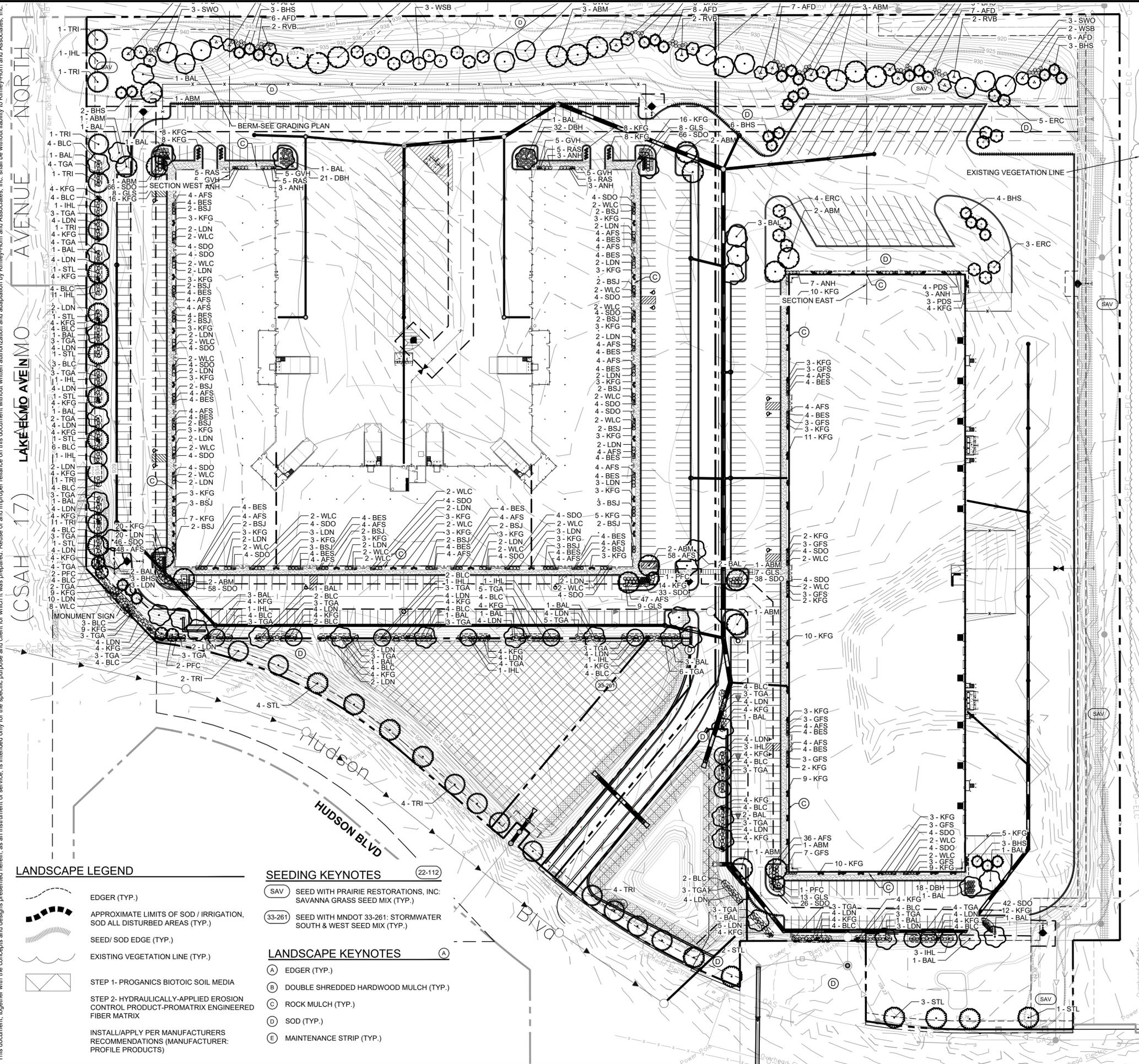
land surveyors since 1872











PLANT SCHEDULE		
CONIFEROUS TREE	CODE	BOTANICAL / COMMON NAME
BHS		PICEA GLAUCA 'DENSATA' / BLACK HILLS SPRUCE
ERC		JUNIPERUS VIRGINIANA / EASTERN RED CEDAR
ORNAMENTAL TREE	CODE	BOTANICAL / COMMON NAME
PFC		MALUS X 'PRAIRIFIRE' / PRAIRIFIRE CRAB APPLE
RVB		BETULA NIGRA / RIVER BIRCH MULTI-TRUNK
WSB		BETULA POPULIFOLIA 'WHITESPIRE' / WHITESPIRE BIRCH CLUMP
OVERSTORY TREE	CODE	BOTANICAL / COMMON NAME
ABM		ACER X FREEMANII 'AUTUMN BLAZE' / AUTUMN BLAZE MAPLE
BAL		TILIA AMERICANA 'BOULEVARD' / BOULEVARD AMERICAN LINDEN
IHL		GLEDITSIA TRIACANTHOS VAR. INERMIS 'IMPERIAL' / IMPERIAL HONEYLOCUST
STL		TILIA AMERICANA 'MCKSENTRY' / SENTRY LINDEN
SWO		QUERCUS BICOLOR / SWAMP WHITE OAK
TRI		ULMUS 'MORTON GLOSSY' / TRIUMPH ELM
GRASSES	CODE	BOTANICAL / COMMON NAME
KFG		CALAMAGROSTIS X ACUTIFLORA 'KARL FOERSTER' / KARL FOERSTER FEATHER REED GRASS
PDS		SPOROBOLUS HETEROLEPIS / PRAIRIE DROPSEED
CONIFEROUS SHRUBS	CODE	BOTANICAL / COMMON NAME
BSJ		JUNIPERUS SQAMATA 'BLUE STAR' / BLUE STAR JUNIPER
TGA		THUJA OCCIDENTALIS 'BAILJOHN' TM / TECHNITO GLOBE ARBORVITAE
DECIDUOUS SHRUBS	CODE	BOTANICAL / COMMON NAME
AFD		CORNUS SERICEA 'ARTIC FIRE' / ARTIC FIRE DOGWOOD
ANH		HYDRANGEA ARBORESCENS 'ANNABELLE' / ANNABELLE HYDRANGEA
BLC		ARONIA MELANOCARPA 'MORTON' / IROQUOIS BEAUTY BLACK CHOKEBERRY
DBH		DIERVILLA LONICERA / DWARF BUSH HONEYSUCKLE
GFS		SPIRAEA X BUMALDA 'GOLDFLAME' / GOLDFLAME SPIREA
GLS		RHUS AROMATICA 'GRO-LOW' / GRO-LOW FRAGRANT SUMAC
LDN		PHYSOCARPUS OPULIFOLIUS 'DONNA MAY' TM / LITTLE DEVIL NINEBARK
PERENNIALS	CODE	BOTANICAL / COMMON NAME
AFS		SEDUM X 'AUTUMN FIRE' / AUTUMN FIRE SEDUM
BES		RUDBECKIA FULGIDA 'GOLDSTURM' / BLACK-EYED SUSAN
GVH		HAKONECHLOA MACRA 'AUREOLA' / GOLDEN VARIEGATED HAKONECHLOA
RAS		ASTILBE JAPONICA 'RHINELAND' / RHINELAND ASTILBE
SDO		HEMEROCALLIS X 'STELLA DE ORO' / STELLA DE ORO DAYLILY
WLC		NEPETA X FAASSENII 'WALKERS LOW' / WALKERS LOW CATMINT

**LANDSCAPE LEGEND**

- EDGER (TYP.)
- APPROXIMATE LIMITS OF SOD / IRRIGATION, SOD ALL DISTURBED AREAS (TYP.)
- SEED / SOD EDGE (TYP.)
- EXISTING VEGETATION LINE (TYP.)
- STEP 1-PROGANICS BIOTICO SOIL MEDIA
- STEP 2-HYDRAULICALLY-APPLIED EROSION CONTROL PRODUCT-PROMATRIX ENGINEERED FIBER MATRIX
- INSTALL/APPLY PER MANUFACTURERS RECOMMENDATIONS (MANUFACTURER: PROFILE PRODUCTS)

**SEEDING KEYNOTES**

- SEED WITH PRAIRIE RESTORATIONS, INC. SAVANNA GRASS SEED MIX (TYP.)
- SEED WITH MNDOT 33-261: STORMWATER SOUTH & WEST SEED MIX (TYP.)

**LANDSCAPE KEYNOTES**

- EDGER (TYP.)
- DOUBLE SHREDDED HARDWOOD MULCH (TYP.)
- ROCK MULCH (TYP.)
- SOD (TYP.)
- MAINTENANCE STRIP (TYP.)

<p><b>CROSSROADS LAUNCH BUSINESS PARK</b></p> <p>PREPARED FOR LAUNCH PROPERTIES/ CROSSROADS PROPERTIES</p> <p>LAKE ELMO MN</p>	<p>DATE: 01/22/2021</p> <p>SCALE: AS SHOWN</p> <p>DRAWN BY: PWB</p> <p>CHECKED BY: RAH</p>	<p>DATE: 02/16/2021</p> <p>MIN. LIC. NO.: 53828</p>	<p>DATE: _____</p> <p>REVISIONS: _____</p>
	<p><b>Kimley»Horn</b></p> <p>2020 KIMLEY-HORN AND ASSOCIATES, INC.                  787 EUSTIS STREET, SUITE 100, ST. PAUL, MN 55114                  PHONE: 651-945-4197                  WWW.KIMLEY-HORN.COM</p>		
<p><b>LANDSCAPE PLAN</b></p>		<p>SHEET NUMBER</p> <p><b>L101</b></p>	<p>BY: _____</p> <p>DATE: _____</p>

# MEMORANDUM

# FOCUS ENGINEERING, inc.

Cara Geheren, P.E.	651.300.4261
Jack Griffin, P.E.	651.300.4264
Ryan Stempski, P.E.	651.300.4267
Chad Isakson, P.E.	651.300.4285

Date: September 15, 2021

---

To: Jane Kansier, Planning Consultant  
Cc: Molly Just, Planning Director  
Chad Isakson, Assistant City Engineer  
From: Jack Griffin, P.E., City Engineer

Re: Crossroads East First Addition – Final Plat  
Engineering Review Comments

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An engineering review has been completed for the Crossroads East First Addition. Final Plat/Final Construction Plans were received August 30, 2021 consisting of the following documentation:

- Crossroads East First Addition Preliminary Plat, not dated.
- Crossroads Launch Business Park Site Development Plans dated August 27, 2021.
- Stormwater Management Report dated August 23, 2021
- Traffic Impact Analysis dated July 16, 2021.

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**STATUS/FINDINGS:** Engineering review comments have been provided in two separate memos; one for Final Plat approval, and one to assist with the completion of the final Construction Plans. Please see the following review comments relating to the Final Plat application.

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## FINAL PLAT AND EASEMENTS: CROSSROADS EAST FIRST ADDITION

- The Final Plat shall not be recorded until final construction plan approval is granted.
- All easements as requested by the City Engineer and Public Works Director shall be documented on the Final Plat prior to the release of the Final Plat for recording. Additional city plan review is required once revised plans are submitted to review for right-of-way dedication, Outlot boundaries, and easement dedications necessary for the proposed improvements. Changes or adjustments to the Plat, Outlot boundaries and easement areas may be necessary as the plans are finalized.
- Outlot A, Outlot B and Outlot C will remain privately owned. These Outlots contain stormwater facilities necessary to provide stormwater management consistent with City, State and watershed rules. The Plat must be revised to show drainage and utility easements over all of Outlot A, Outlot B and Outlot C. The site plans, utility plans and grading plans must be revised to show Outlot ownership and the drainage and utility easements over each Outlot.
- A stormwater maintenance and easement agreement in the city's standard form of agreement must be executed and recorded with the final plat for all privately owned stormwater facilities, including the 100-year high water level areas, maintenance access roadways and benches and to protect all overland emergency flow paths.
- Dedicated drainage and utility easements, minimum 10-foot wide, are required along all public roadway frontage including Hudson Boulevard and Lake Elmo Avenue. Easements have been shown on the Final Plat as required. Roadway easements must be dedicated for use by small/dry utilities and therefore must be free from any encroachments and must maintain grades that do not exceed 4:1.
- Drainage and utility easements for the public watermain being extended internal to the site must be dedicated to the city in the city's standard form of drainage and utility easement agreement. Drainage and

utility easements must be dedicated as shown on the approved Final Construction Plans and must be a minimum width of 30 feet with a minimum of 15 feet of clearance from the pipe centerline and around all fire hydrants.

- The Plat must be revised to include a drainage and utility easement over Infiltration Pond 2, including the 100-year HWL elevation and contour and maintenance access roadways.
- An easement access with drivable pathway must be provided to maintain city access to the permanent drainage and utility easement along the east plat line.
- All easement areas must be free from all encroachments other than those approved by the City Engineer and upon execution of an easement encroachment agreement. Prohibited encroachments include, but are not limited to trees, landscaping, fences, retaining walls, buildings, and grading near existing city utilities.
- Written documentation is also required from Washington County indicating they have reviewed the most recent Plat revisions and agree with the dedicated right-of-way along Lake Elmo Avenue.
- If necessary, the applicant shall provide the city with a signed copy of written permission (temporary easement or right-of-entry) in the name of the applicant and city, for any off-site grading or utility work on adjacent properties before starting any site work.

#### FINAL CONSTRUCTION PLANS & SPECIFICATIONS

- Final Construction Plans and Specifications must be prepared in accordance with the City Engineering Design Standards Manual dated April 2019, using City details, plan notes and specifications and meeting City Engineering Design Guidelines.
- Final Construction Plans and Specifications must be revised in accordance with the Construction Plan engineering review memorandum dated September 3, 2021 and supplemental City Traffic Engineering Consultant review comments dated September 7, 2021.
- Site Access. The latest plan revisions propose one driveway access to the property, located approximately 670 feet from the Hudson Boulevard and Lake Elmo Avenue intersection. This access meets the acceptable spacing requirements and appears to be a good access location for the site. A second access, that was shown on the preliminary plans, has been removed as required by the conditions of preliminary plat approval. A secondary access may be feasible with the Second Addition of the site development, if combined with the existing Vali-Hi Drive-in access or if the existing Vali-Hi Drive-in access has been vacated by the property owner.
- Lake Elmo Avenue Improvements. The developer may be required to provide turn lane improvements along Lake Elmo Avenue at the intersection with Hudson Boulevard, if improvements are identified by Washington County to be needed as a result of the development.
- Hudson Boulevard Improvements. The applicant is required as part of the site development to make improvements to Hudson Boulevard in general conformance with the Hudson Boulevard Design Standards, with an Urban section along the north boulevard and bituminous trail. Improvements must be consistent with the preliminary plans and Engineering review memorandum dated September 3, 2021 and supplemental City Traffic Engineering Consultant review comments dated September 7, 2021.
- Watermain and Sanitary Sewer Extension to Adjacent Properties. The applicant is required as part of the site development to extend watermain and sanitary sewer service stubs for connection by adjacent properties. The required watermain and sanitary sewer extensions are shown on the construction plans for the site development, including the extension of the trunk 16-inch sanitary sewer main from the MCES meter station to the northwest corner of Lake Elmo Avenue and Hudson Boulevard at a pipe invert no higher than 903.0.
- The landscape plans must be revised to relocate all trees that are encroaching proposed public easements.
- The Final Construction Plans must include a construction parking and staging plan internal to the development site. No parking or any construction staging, including the loading and unloading of materials and equipment will be allowed at any time on Hudson Boulevard or on Lake Elmo Avenue during the construction of the site improvements and buildings, unless specifically allowed through right-of-way permit or during city approved roadway closures. All street, curb and boulevard damage caused by the

construction activities must be repaired or replaced by the applicant at no cost to the city and must meet city standards and specifications.

- The Crossroads East First Addition includes trunk sanitary sewer pipe (16-inch C900) being extended along Hudson Boulevard from the MCES Meter Station to the west side of Lake Elmo Avenue. Payment for pipe oversizing from the city standard 8-inch pipe should be addressed as part of the development agreement. No cost participation is made for extra pipe depth.
- No construction for Crossroads East First Addition may begin, except as specifically identified in a signed Grading Agreement, Site Improvement Agreement, or Development Agreement; the applicant has obtained and submitted to the City all applicable permits, easements and permissions needed for the specified improvements; and a preconstruction meeting has been held by the City's engineering department.

## Jane Kansier

---

**From:** Sonsalla, Sarah J. <SSonsalla@Kennedy-Graven.com>  
**Sent:** Friday, September 17, 2021 4:11 PM  
**To:** Jane Kansier  
**Cc:** Sonsalla, Sarah J.; jack.griffin@focusengineeringinc.com; Molly Just; Kristina Handt (KHandt@lakeelmo.org)  
**Subject:** RE: Crossroads East Final Plat and PUD Plan Review

Hi Jane,

I reviewed the application materials for Crossroads East Final Plat and PUD Plan. My comments are as follows:

1. The Developer will need to submit an updated title commitment for the property (less than 90 days old) for my review and so that I can prepare the plat opinion letter. Ideally, the plat opinion letter should be completed prior to the City Council approving the final plat (so that if there are any corrections that need to be made to the plat, they can be done beforehand).
2. I will review the final plat in more detail when I have the title commitment, but on first blush, the signatories for the City need to be changed to the Mayor and the City Clerk (instead of City Administrator). I believe that per City Code, the Chair of the Planning Commission also signs the plat, so that signature block needs to be added.
3. Does the City want drainage and utility easements around all of the lot lines? Currently the final plat does not show drainage and utility easements around all of the lot lines.
4. The City will need to determine if any existing City easements that are on the property should be vacated and ideally, they should be vacated at the same time as the final plat being approved.

Let me know if you have any questions.

Thanks!

Sarah

**Sarah J. Sonsalla | Attorney | Kennedy & Graven, Chartered** | 150 South Fifth Street, Suite 700 | Minneapolis, MN 55402 | direct: 612.337.9284 | fax: 612.337.9310 | e-mail: [ssonsalla@kennedy-graven.com](mailto:ssonsalla@kennedy-graven.com)

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**From:** Jane Kansier <Jane.Kansier@bolton-menk.com>  
**Sent:** Tuesday, September 7, 2021 4:16 PM  
**To:** Jack Griffin <Jack.Griffin@focusengineeringinc.com>; Sonsalla, Sarah J. <SSonsalla@Kennedy-Graven.com>; jhanson@barr.com; planning@ci.woodbury.mn.us; mpowers@lakeelmo.org; dkalis@lakeelmo.org; squalle@mnspect.com; chad.isakson@focusengineeringinc.com  
**Cc:** Kristina Handt (khandt@lakeelmo.org) <KHandt@lakeelmo.org>  
**Subject:** Crossroads East Final Plat and PUD Plan Review

Attached is a request for review of a land use application for the Crossroads East Final Plat and PUD Plan. Full scale copies will be distributed this week. Please review and submit your comments by September 20, 2021.

Thank you.

**Jane Kansier, AICP**

Senior Planner

**Bolton & Menk, Inc.**

12224 Nicollet Avenue

Burnsville, MN 55337-1649

Phone: 952-890-0509 x3294

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## Jane Kansier

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**From:** Dustin Kalis <DKalis@lakeelmo.org>  
**Sent:** Monday, September 20, 2021 8:35 AM  
**To:** Jane Kansier  
**Cc:** Molly Just; P. E. John (Jack) W. Griffin (jack.griffin@focusengineeringinc.com)  
**Subject:** RE: Crossroads East Final Plat and PUD Plan Review

After further review of the project scope and the 2020 Minnesota State Fire Code, it is the position of the fire department that this project site shall be provided with two separate and approved fire apparatus access roads. An emergency only access shall be considered if a second full access is not possible at this time. I understand that construction of these buildings may be completed in phases. With the west building completed first and the east building completed second. The second approved fire/emergency access shall be completed along with the east building. The fire department would be willing to discuss future development considerations in the planning of the second required access.

2020 Minnesota State Fire Code reads as follows:

### SECTION D104

#### COMMERCIAL AND INDUSTRIAL DEVELOPMENTS

D104.1 Buildings exceeding three stories or 30 feet in height. Buildings or facilities exceeding 30 feet (9144 mm) or three stories in height shall have not fewer than two means of fire apparatus access for each structure.

D104.2 Buildings exceeding 62,000 square feet in area. Buildings or facilities having a gross building area of more than 62,000 square feet (5760 m<sup>2</sup>) shall be provided with two separate and approved fire apparatus access roads.

Exception: Projects having a gross building area of up to 124,000 square feet (11 520 m<sup>2</sup>) that have a single approved fire apparatus access road where all buildings are equipped throughout with approved automatic sprinkler systems.

### Dustin Kalis | Fire Chief

Lake Elmo Fire Department

Fire Station #1 - 3510 Laverne Ave. N. | Lake Elmo, MN | 55042

651-747-3933 office | [www.lakeelmo.org](http://www.lakeelmo.org)

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**From:** Jane Kansier [mailto:Jane.Kansier@bolton-menk.com]

**Sent:** Tuesday, September 7, 2021 4:16 PM

**To:** Jack Griffin <Jack.Griffin@focusengineeringinc.com>; SSonsalla@Kennedy-Graven.com; jhanson@barr.com; planning@ci.woodbury.mn.us; Marty Powers <MPowers@lakeelmo.org>; Dustin Kalis <DKalis@lakeelmo.org>; squalle@mnspect.com; chad.isakson@focusengineeringinc.com

**Cc:** Kristina Handt <KHandt@lakeelmo.org>

**Subject:** Crossroads East Final Plat and PUD Plan Review

**Caution:** This email originated outside our organization; please use caution.

Attached is a request for review of a land use application for the Crossroads East Final Plat and PUD Plan. Full scale copies will be distributed this week. Please review and submit your comments by September 20, 2021.

Thank you.

**Jane Kansier, AICP**

Senior Planner

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