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Your Weekly Source for City News and Information

## Public Meetings Next Week

- Planning Commission Meeting, Monday, March 8th 7:00PM

### [City Agendas and Minutes](#)

\*Due to the Coronavirus Pandemic and the State of Emergency the City will be conducting the City Council meeting and public hearings telephonically or by other means. The City Council Chambers will not be open to the public. The City will be broadcasting the meeting via our normal link on the City website.



Visit our website



## March 2nd City Council Meeting Summary

### **At their regular meeting on Tuesday, March 2<sup>nd</sup> the Lake Elmo City Council:**

- Approved the Premature Subdivisions Ordinance with an Amendment to the Variance Language
- Approved Beekeeping at Sunfish Lake Nature Center
- Appointed Councilmember Jeff Holtz to the Lake Elmo Airport Advisory Commission
- Approved "Hidden Knoll Park" as the St. Croix Sanctuary Development Park Name
- Authorized Advertising for Fire Inspector Position and Approved the Job Description

### **On the consent agenda the Council:**

- Approved Payment of Disbursements and Payroll
- Approved Amendment to 3M Work Group Operational Capacity Grant for Water Modeling
- Approved Special Assessment Abatement
- Approved Equipment Disposal
- Approved Hiring of Utility Billing Clerk
- Accepted Bids and Awarded Contract to Asphalt Surface Technologies Corp for the 2021 Mill and Overlay Project

## Monday, March 8 Planning Commission Meeting Agenda



3800 Laverne Avenue North  
Lake Elmo, MN 55042

(651) 747-3900  
[www.lakeelmo.org](http://www.lakeelmo.org)

## NOTICE OF MEETING

The City of Lake Elmo  
Planning Commission will conduct a meeting on  
**Monday March 8, 2021**  
at 7:00 p.m.

## AGENDA

### Please note:

**Due to the Corona Virus pandemic and the State of Emergency, the City will be conducting Planning Commission meeting and public hearings telephonically or by other electronic means. The City Council Chambers will not be open to the public. The City will be broadcasting the meeting via our normal link on the City website - [www.lakeelmo.org](http://www.lakeelmo.org).**

#### To access the meeting via GoToWebinar:

Use [www.gotomeeting.com](http://www.gotomeeting.com) and select "join". Enter webinar ID 850-487-749

#### To access the meeting via telephone:

Call 1-(213) 929-4212, when prompted enter access code 996-454-514

1. Pledge of Allegiance
2. Approve Agenda
3. Approve Minutes
  - a. February 22, 2021
4. Public Hearings
  - a. **FINAL PLAT/FINAL PUD APPROVAL:** The Planning Commission will be reviewing the proposed Legacy at North Star 4<sup>th</sup> Addition final plat. This final plat would create 62 lots for single family homes and would be located generally west of Kokanne Avenue North and north of 39<sup>th</sup> Street North.
5. New/Unfinished Business
  - a. **ZONING CODE TEXT AMENDMENTS:** Zoning Code Clean Up: The Planning Commission will be reviewing several proposed minor zoning code amendments to clean-up, correct and clarify several sections of the Zoning Code. The proposed changes include corrections to several parts of the text of the zoning code that will not drastically change the intent or purpose of the zoning code. The Sections of the Zoning Code proposed for changes are 154.080 E (Lake and Stream Frontage), Section 154.080 I (Minimum Area requirements for Lots without Public Sanitary Sewer), Section 154.081 A (permitted encroachments in any yards), Section 154.081 (permitted encroachments in side and rear yards) and Section 154.551, reference standards listed in Table 12-1: Permitted, Conditional and Interim Uses, Commercial Districts.

6. Communications/Updates

a. City Council Update

03-02-2021 Meeting

b. Staff Updates

c. Upcoming PC Meetings:

1. March 22, 2021
2. April 12, 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.

[Register For Virtual Meeting](#)

[Meeting Materials Can Be Accessed Here](#)

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## Public Facilities Project Update



- 1 New City Hall Entrance
- 2 New Fire Station Expansion
- 3 Council Chambers/Community room addition
- 4 Parking
- 5 Fire Department Parking
- 6 City Hall/Sheriff
- 7 Laverne Avenue

LEO A DALY

## CITY OF LAKE ELMO COMBINED CITY HALL & PUBLIC SAFETY FACILITY

The new Lake Elmo City Hall / Public Safety Facility combines City Hall staff and functions, the entire Fire Department, and a satellite office for the Washington County Sheriff's department. This co-location involves renovating and expanding the City-owned Brookfield Office building to concentrate civic resources into a single structure at the historic core of the city. In addition, the Public Works facility will also be expanded to accommodate City growth and expanded service needs.



**TOTAL ANTICIPATED PROJECT COST:** \$15,300,000  
**DESIGN COMPLETION:** Late summer 2021  
**CONSTRUCTION COMPLETION:** Fall of 2022





### MEETING THE DEMANDS OF AN EVOLVING FIRE SERVICE

Lake Elmo currently has two fire stations, Fire Station #1 at 3510 Laverne Ave. N. and Fire Station #2 at 4259 Jamaica Ave. N. This project will consolidate these two stations into a single, state-of-the-art station that will meet the needs of our community and firefighters today and into the future. The building is designed to accommodate increasing call volumes, meet the demands for training and to support our evolving role as all hazard responders.

Due to the changing environment of fire department staffing needs and the impacts of that in relation to incident response times and budget responsibility, the fire department is consolidating to a single station which will allow the department the ability to transition to a staffing model that provides 24/7 coverage from the single station. This change requires the updated facilities like staff dorm rooms, day room and kitchen area, fitness room, staff workspaces and offices.

Educational materials provided by the City of Lake Elmo

For more information, visit our website: [www.lakeelmo.org](http://www.lakeelmo.org) or contact Kristina Handt, Administrator at [KHandt@lakeelmo.org](mailto:KHandt@lakeelmo.org)



The current fire stations are too small to accommodate modern apparatus and equipment and cannot provide adequate health protections for our firefighters.

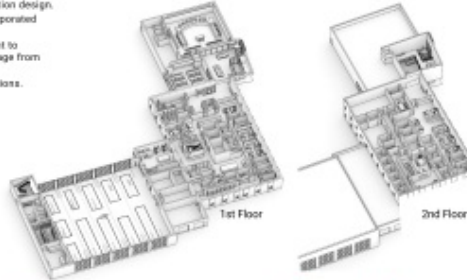
### A FUNCTIONAL FIRE STATION

A new, single, state-of-the-art station will meet the needs of our community and firefighters today and into the future. Designed to accommodate our evolving role as all-hazard responders it will:

- Modernize our facilities following best practices in station design.
- Enhance firefighter training with training features incorporated into the building.
- The addition of living quarters will allow the department to transition to a staffing model that provides 24/7 coverage from the single station.
- Improve response times and overall department operations.

### DESIGNED FOR FIREFIGHTER HEALTH AND SAFETY

- Distinct spaces to properly decontaminate gear and equipment. Focus to reduce staff exposure to firefighting carcinogens and other toxic materials.
- Properly ventilate the apparatus bay to reduce staff exposure to diesel exhaust and other harmful fumes.
- Space that supports the physical and mental health of staff.
- Clear separation between public and private spaces.



Lake Elmo City Hall, built in 1986, is a very small 2,806 SF. There are insufficient offices for all staff members and the restrooms are not accessible. The council chambers are small, do not provide sufficient space for department heads or members of the public, and lack modern technological updates. City staff have long outgrown this building and have since moved into the Brookfield Building located across the parking lot.

The Brookfield Building was purchased by the City in 2018 as a method of maintaining city functions next to the outgrown City Hall at a lower cost alternative to new construction. It was constructed in 1980 and will require a major overhaul to increase its useful life.

### AN EXPANDED AND IMPROVED CITY HALL

- Improved service accessibility
- Community room available for public use
- New council chambers with updated technology
- Additional conference rooms
- Co-locate Washington County Sheriff staff
- Office space for growth of city staff
- Accessible restrooms.



Larger images are available [here](#).

## Emerging Environmental Leaders

The Environmental Quality Board, in partnership with the University of Minnesota Institute on the Environment, is seeking 15 young Minnesotans to apply for the spring 2021 cohort of the Emerging Environmental Leaders program. The EEL program elevates young people's voice and presence in protecting Minnesota's environment. In 2021, EEL members will learn and practice skills in environmental leadership, build relationships with state government leaders, and help plan and facilitate a joint meeting of the governor's Climate Change Subcabinet and the Environmental Quality Board to bring Minnesota youth voices forward on climate change and other environmental issues.

Learn more and apply at [bit.ly/EEL21](http://bit.ly/EEL21)



## Capital Improvement Committee

At the February 2 meeting the City Council created a new committee to aid the City in development of the annual Capital Improvement Plan (CIP). Members of this committee will help guide the City's plan for infrastructure, vehicles, equipment and public facilities.

Members of this committee will meet regularly May through August to make recommendations for the CIP including estimated costs, the need for improvements, funding sources, and financial impacts of improvements.

Interested residents are encouraged to apply!

[More Information Available Here](#)

## Requests For Proposals

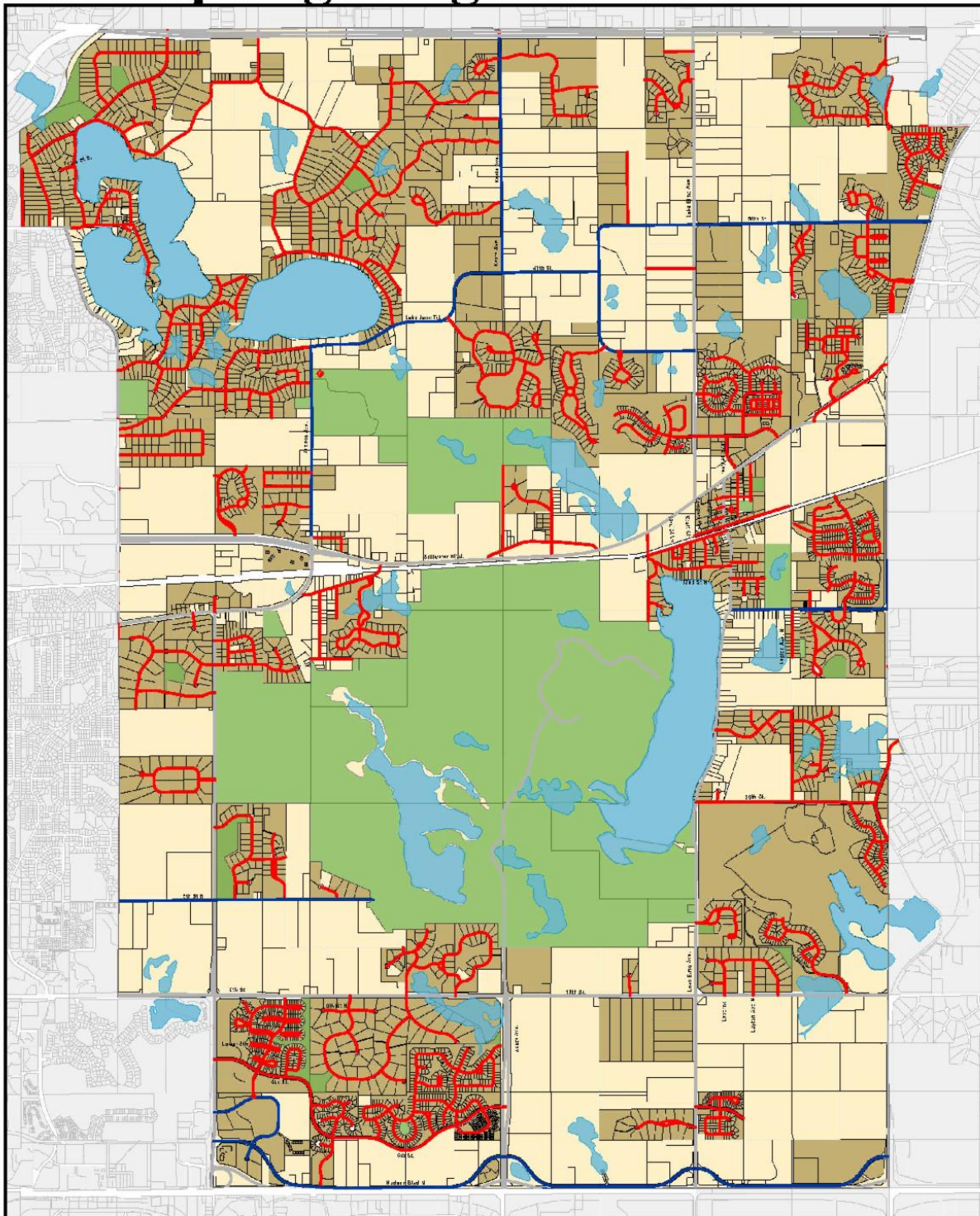
The City of Lake Elmo is accepting submissions for two Requests for Proposals:

- Proposals for the Purchase of City Owned Land
- Proposals for an Operational Audit of the Planning and Building Departments

[More Information Available Here](#)



# Spring Weight Restrictions



- Other non City Roads
- 7 Ton City Roads
- 9 Ton City Roads

0.5 0.25 0 0.5 Miles

Map Date: 2019



**City Hall**  
3800 Lovette Avenue N  
(651) 747-3800  
www.lakeelmo.org



**Fire Department**  
Station No. 1  
3400 Lovette Ave N  
(651) 770-6600  
Station No. 2  
4200 Jamaica Ave N  
(651) 770-3612

Instances where there appears to be one name covering multiple streets it may follow up with Court, Ave, Boulevard, upper or lower, or other.

Such as  
4th St N, Upper 4th St N,  
4th Court N, 4th Ave N.

With questions contact Public Works at 651-747-3940

Spring Road Weight Restrictions went into effect Thursday, March 4 at 12:01AM. Axle weight limits are restricted on certain streets within the City of Lake Elmo to protect the streets from damage when road and weather conditions warrant in accordance with State & City regulations. More information is available here: [here](#).

Public Works Crews will begin filling potholes on Lake Elmo streets Monday, March 1st. Feel free to report potholes by calling Public Works at 651-747-3940 or City Hall at 651-747-3900. Please slow down when approaching street crews. Thank you for your cooperation.







**Lake Elmo Public Works is continuing to upgrade water meters in 2021. Should you receive a meter replacement letter or door tag please call Public Works to schedule an appointment. The process takes approximately 15 minutes and is at no cost to the homeowner. If you received a letter or door tag and do not want work performed in your home at this time please contact Public Works.**



Lake Elmo Public Works

651-747-3940



### **The City of Lake Elmo is Accepting Applications for Multiple Commissions and Boards**

The City of Lake Elmo is experiencing an exciting time of community growth. The City is fortunate to have active and involved residents on its commissions providing valuable input for future projects and growth. The City is currently seeking applications for:

- Planning Commission
- Capital Improvement Committee
- Economic Development Authority

- Citizen Representative to the Ramsey Washington Suburban Cable Commission

If you are interested in serving the community in this capacity, please contact City Hall at 651-747-3900 for an application form. The application form is also available [here](#).



## Tree Trimming and Buckthorn Removal

Crews will be performing tree trimming along power lines in Demontreville Park and Buckthorn removal in Sunfish Lake Park.

For questions, contact Lake Elmo Public Works at 651-747-3940

### **SUMMARY OF AN ORDINANCE GRANTING A FRANCHISE TO COMCAST OF MINNESOTA, INC. (“ COMCAST”) TO CONSTRUCT, OPERATE, AND MAINTAIN A CABLE SYSTEM IN THE CITY OF LAKE ELMO , MINNESOTA SETTING FORTH CONDITIONS ACCOMPANYING THE GRANT OF THE FRANCHISE; PROVIDING FOR REGULATION AND USE OF THE SYSTEM AND THE PUBLIC RIGHTS- OF-WAY; AND PRESCRIBING PENALTIES FOR THE VIOLATION OF THE PROVISIONS HEREIN.**

On April 6, 2021, the City of Lake Elmo, Minnesota (“City”) will consider adoption of an Ordinance granting a Cable Television Franchise to Comcast. The Ordinance serves two purposes. First, it grants a nonexclusive cable franchise to Comcast to operate and maintain a cable system within the City. Second, it provides requirements for the provision of cable television services including technical standards, customer service obligations, and related matters.

The Ordinance includes the following key terms:

- 1) Establishes a franchise term of ten (10) years;
- 2) Imposes on Comcast a franchise fee of five percent (5%) of Comcast’s annual gross revenues;
- 3) Incorporates the City Code regarding right-of-way protections;
- 4) Requires Comcast to dedicate channel capacity for public, education, and government (“PEG”) programming;
- 5) Establishes a PEG Fee between three-and-one-quarter percent (3.25%) and two-and-three-quarters percent (2.75%) of Comcast’s annual gross revenues;
- 6) Imposes strong customer-service standards regarding Comcast’s provision of cable services; and
- 7) Requires a performance bond and letter of credit to enforce Comcast’s compliance with the Ordinance.

It is hereby determined that publication of this title and summary will clearly inform the public of the intent and effect of the Ordinance. A copy of the entire Ordinance shall be posted at the Lake Elmo City Hall.



## ***Eliminating Obstructed Fire Hydrants***



To help protect the community, residents are being asked to keep fire hydrants clear and accessible. Having timely and efficient access to a water supply is critically important for fighting fires. The longer it takes to access the supply, the quicker a fire can spread and the more dangerous it will be for responders. Obstructions cause unnecessary delays when firefighters are forced to take time to locate hidden hydrants, slowing their response.

Many hydrants are hidden by weeds, shrubbery, flowerbeds, posts, fences, snow and other obstructions. Residents are urged to check to see if they have a hydrant in their front yard or somewhere on their property and to “adopt” it, keeping it clear. A path from the street and an area three feet around the hydrant will allow quick access for firefighters and for public works staff completing maintenance.

Please help protect the city, its people and their homes.

Lake Elmo Public Works



### **The City of Lake Elmo is Accepting Applications for the Following Positions:**

- Building Official
- Part Time Firefighter
- GIS Intern
- Finance Intern
- Fire Inspector/Lieutenant
- Public Works Seasonal Employees
- Paid on Call Firefighters

[Visit our website](#)

# Washington County Sheriff Department

If you are planning on being away from home or on vacation please follow some of the tips below to increase the safety and security of your property.

1. Lock all of the doors and windows.
2. Clear out the mailbox and notify the post office to hold your mail until you return. If you are having packages delivered be sure to use the package tracking options and arrange for the package to be picked up by a friend or family member.
3. Keep the yard and/or driveway maintained. Removal of snow from the driveway and walking paths is important.
4. Hide or secure your valuables from view of windows. Using safes is helpful in securing important items.
5. Don't broadcast your plans of being gone on social media. Only notify those who will be helping you in keeping an eye on your residence like a neighbor, family or friends.
6. Get your security system updated, tested and notified of your vacancy. Posting security signage in your yard on residence can help with deterrence of theft and burglary. Many door camera systems can be purchased at a reasonable price with instant notification of activity at your residence while you are away.
7. Adjust your heating settings especially as temperatures can drop significantly this time of year to avoid frozen water lines.
8. Security lighting and timers. The proper lighting on your residence can help to deter theft.
9. Request vacation checks through the Sheriff's Office while you are out of town.

These are just a few quick steps you can take to increase the security of your home while you are away. If you are interested in receiving information on vacation checks call our non-emergency number 651-439-9381



## HIGHWAY 36 AND MANNING AVENUE INTERCHANGE PROJECT

Washington  
County

### New Construction Update Available

Follow the link below to see the latest Construction Update:

[Construction Update: March 2, 2021](#)

To learn more about the project, visit the project website at:

[www.co.washington.mn.us/Manning36Interchange](http://www.co.washington.mn.us/Manning36Interchange)

### County Highway 13 (Ideal Avenue) Phase II

Washington County in partnership with the City of Lake Elmo are providing an online project update

on the proposed improvements to Ideal Avenue between County Highway 14 and 44th Street. The project website provides program information and updates.

[Project Website](#)



**ADOPT  
A STORM  
DRAIN**



Storm drains in our city help to protect neighborhoods from flooding, but they also carry litter and polluted runoff from streets and parking lots into nearby lakes and streams.

You can make a difference by volunteering just 15-minutes, twice a month, to keep their nearest storm drain clear of litter, leaves, grass clippings and dirt. To sign up: go to [www.Adopt-a-Drain.org](http://www.Adopt-a-Drain.org) and use the map to find your neighborhood storm drains – then click and sign-up to adopt.

### **Temporary Rate Discount for Small and Mid Sized Businesses from Xcel Energy**

If your business has experienced a material impact from the pandemic, along with an electric load decrease of 25% or more in electric demand as a direct result of the COVID-19 pandemic or civil unrest, you may be eligible for a temporary 25% discount on base energy and demand charges.

[Information Available Here](#)



### **Winter Parking Ordinance Now In Effect**

The Winter parking ordinance prohibits parking on Lake Elmo Streets from November 1 through March 31 between 2:00AM and 7:00AM. Public Works cannot clear roadways with cars blocking the path.





## 3M East Metro Settlement Updates



### Well sampling in the east metro area

If you live in the area that is a priority for testing, you can request that your private well water be tested.

- To see if you live in the priority sampling area, use the [interactive map](#).
- If you live in the priority sampling area, you can request to have your well tested by filling out and [submitting this online form](#).

More information about the priority testing area is available on the [Well sampling in the East Metro Area webpage](#).

### Water Conservation Rebate Program

The City of Lake Elmo, in partnership with the Metropolitan Council, is offering a rebate program for purchases of eligible WaterSense toilets and Smart Irrigation Controllers. Qualifying purchases are eligible for up to a \$200 credit on your water bill.



[Program Details Available Here](#)

## Washington County Library branches are open for express service.



- Pick up holds • Browse materials
- Use computers for 1 hour or less
- Schedule curbside pickup

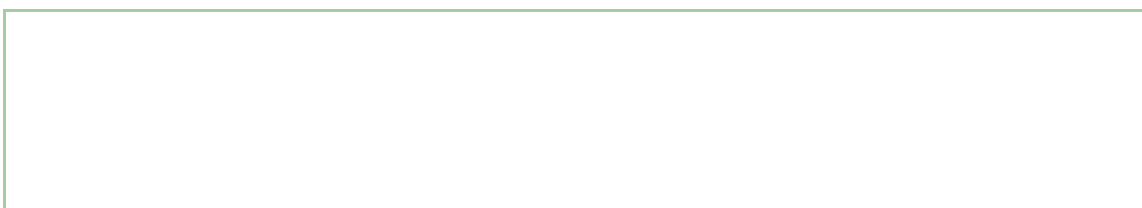


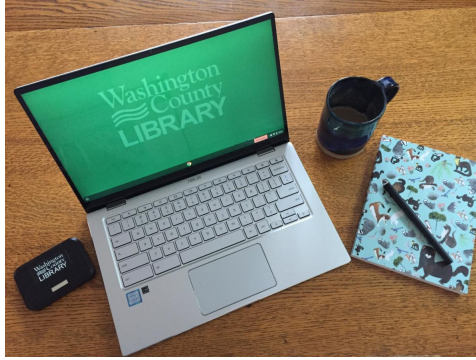
**Washington County Library branches are currently open for Express Service. Visit the library during reduced hours to browse materials, pick up holds, and use a computer for up to one hour.**

**Curbside service is also available for community members who cannot enter our buildings.**

**To limit personal contact and follow social distancing guidelines, meeting rooms are currently closed and seating within the library has been removed. Learn how we're keeping the library safe**

**for everyone at [WashCoLib.org/COVID19](http://WashCoLib.org/COVID19).**





Washington County Library now has mobile hotspots and Chromebooks available to check out. Get internet at home or on the go (for free!). Devices can be checked out for one month at a time, and can be renewed three times if there are no other holds. You only need a library card registered in Washington County to borrow a device. More information is available at [WashCoLib.org/devices](https://WashCoLib.org/devices).

Washington County Library Events

# Where & How to Place Your Garbage Can

Garbage and recycling containers need to be placed off the street per MN State Statute 160.2715 (A)(2)

**Please Do not place garbage cans in the street.** We realize this area is an enticing location to place garbage cans, but it creates a hazard as it narrows the travel lanes creating safety concerns. The cans could get hit by vehicles or create visibility issues. Most garbage trucks are equipped with a hydraulic extending arm that grasps garbage cans. It is recommended that garbage cans be placed at least 3 to 5 feet off the edge of pavement, into your driveway, so they are out of the way of traffic and maintenance vehicles.



**Retrieve your garbage cans soon after collection.** Garbage cans often sit at the roadside on collection day until the evening. Empty cans are vulnerable to winds and road maintenance operations and could cause a hazard if knocked into the roadway. Prompt removal of empty containers is recommended.

These tips can make garbage collection day safer and easier for all of us. The City of Lake Elmo thanks you for taking time to read this message!

