



## **STAFF REPORT**

DATE: NOVEMBER 13<sup>TH</sup> 2024

**REGULAR**

ITEM#: 4a – PUBLIC HEARING

**MOTION**

**TO:** Planning Commission  
**FROM:** Sophia Jensen, City Planner  
**REVIEWED BY:** Ashley Monterusso, City Planner  
Jason Stopa, Community Development Director  
**AGENDA ITEM:** **Royal Golf Conditional Use Permits and Variance**

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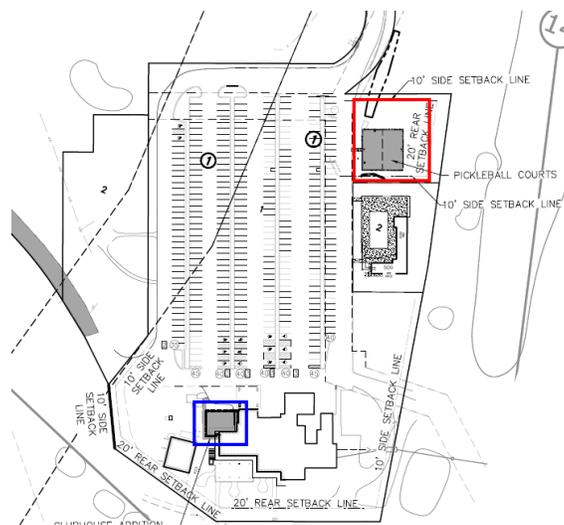
### **INTRODUCTION:**

The City received two conditional use permit applications and a variance application from Royal Development Inc. (the “Applicant”) for the property located at 11441 20<sup>th</sup> St N (The “Subject Property”). The first conditional use permit is to add two pickleball courts to the property as an additional outdoor recreation amenity. The second conditional use permit is for the expansion of the existing clubhouse facility to include expanded restaurant facilities, an indoor golf lesson simulator, and administration space.

To achieve the conditional use permits, the applicant must also request an impervious surface variance. The applicant is seeking flexibility from 105.12.720 Table 10-2, which restricts impervious surface to in the GCC zoning to 30%. Due to the existing lot layout and site improvements, the parcel is already over the impervious surface maximum at ~46% hardcover. The applicants is proposing to add 5,979 square feet of impervious surface, which will bring the property total to 56.31%. The clubhouse parcel serves as the amenity parcel for the larger pervious golf course.

### Request Visual

Red box indicates pickleball courts. Blue box indicates clubhouse expansion



**ISSUE BEFORE PLANNING COMMISSION:**

The Planning Commission is being asked to hold a public hearing and make a recommendation on the conditional use permits and variance request.

**GENERAL INFORMATION:**

<i>Address:</i>	11441 20 <sup>th</sup> Street North
<i>PID:</i>	25.029.21.12.0010
<i>Existing Zoning:</i>	Golf Course Community (GCC), Shoreland Overlay District, Valley Branch Watershed District
<i>Surrounding Zoning:</i>	North: Golf Course Community South: Golf Course Community East: Golf Course Community West: Golf Course Community
<i>Deadline for Action:</i>	Application Complete – 10/18/2024 60 Day Deadline – 12/17/2024
<i>Applicable Regulations:</i>	Title 103 – Subdivision Regulations Article V – Zoning Administration Article XII – Urban Districts Article XIX – Shoreland Overlay District

**REVIEW AND ANALYSIS:**

**Pickleball CUP:** Royal Development is requesting a conditional use permit to add two pickleball courts to their site for member use. This request will add 3,861 square feet of impervious surface to the site. Per LEC 105.12.710 Table 10-1 Outdoor recreational facilities require a conditional use permit. The performance standard for outdoor recreation facility requires that uses, such as playing fields or aquatic centers, that generate substantial traffic must be located off a street that has enough capacity and that it must have two points of access. There are more than two access points to reach the courts, although given the number of courts and use by members who may also be traveling by golf cart, bike, or foot, it has been determined that this request alone would not generate substantial traffic. Landscaping is proposed as part of this request in addition to fence netting to mitigate noise. There is no lighting proposed with the courts.

**Clubhouse CUP:** Royal Development is also requesting to expand their existing Clubhouse. Per the Royal Golf Planned Unit Development Resolution 2017-93 (Condition No. 2) any expansion to the clubhouse or intensification of use shall require a conditional use permit. The proposed request includes an addition of 2,114 square feet of impervious surface (~5,400 square feet including the second level). The addition is going to house administration space, a golf simulator for lessons, and a shell for a restaurant. Landscaping is proposed as part of this request and a parking plan has been submitted indicating adequate parking is available for all uses on the site.

**Variance:** The variance request is to allow the property to have a greater maximum impervious coverage percentage that permitted by the City Code (30%). The applicant seeks to increase the parcel's impervious surface to 56.31%, the parcel is already a legal nonconformity at ~46% hardcover. The subject property (10.9 acres) is surrounded by a pervious golf course (roughly

182 acres according to the proposal narrative). When taken as a whole, the golf course's total impervious surface is far below the 30% threshold. The function of the golf course requires considering the whole set of parcels; the golf course parcels cannot function as intended without the clubhouse parcel, and vice versa. The variance is required for the proposed conditional use permits to move forward.

### **CITY AGENCY REVIEW:**

This request was distributed to several departments and agencies for review on October 18<sup>th</sup>, 2024. The following departments provided comments on the applications:

- VBWD Email (10/22/24) - Indicated no watershed permit would be required since the project has been revised to be under the impervious surface permit threshold requirements.
- Fire Department Memo (10/23/24)- Provided comments regarding drive lanes, parking, fire suppression and fire alarms on the site.
- City Engineer Emails (10/29/24) – Provided comments on the watermain easement and potential need for VBWD permit. Plans have since been revised to incorporate watermain comments.
- Landscape Architect (11/1/24)– Provided comments on tree preservation plan requirements and stormwater management. They also provided a comment of support for the variance request given the surrounding green space. A condition of approval has been added to address the tree preservation plan comment.
- MN DNR- No Comment Provided.

### **FINDINGS:**

Conditional Use Permit Findings #1 (Pickleball Courts): City Code Section 105.12.290(a) provides findings required for Conditional Use Permit approval. Staff recommends the following findings:

1. The proposed use will not be detrimental to or endanger the public health, safety, comfort, convenience or general welfare of the neighborhood or the city. ***The conditional use permit should not be detrimental to or endanger the public health, safety, comfort, convenience or general welfare of the neighborhood or City. The applicant is proposing adding fencing and nets for sound mitigation. The closest residential property is ~600 ft away.***
2. The use or development conforms to the City of Lake Elmo Comprehensive Plan. ***Outdoor athletic uses conform to the City of Lake Elmo's Comprehensive Plan, which recognizes a Golf Course on the land formerly known as Tartan Park as a local and regional amenity that the City wishes to maintain.***
3. The use or development is compatible with the existing neighborhood. ***The use is compatible with the existing neighborhood and should provide an additional healthy recreation opportunity for users.***
4. The proposed use meets all specific development standards for such use listed in Article IX specific performance standards. ***With the approval of the variance, the conditional use permit meets all specific development standards of 105.12.540.***
5. If the proposed use is in a flood plain management or shoreland area, the proposed use meets all the specific standards for such use listed in Chapter 105.12.1260 (Shoreland Regulations) and Title 100 (Flood Plain Management).

- This property is within a flood zone. However, the land use table lists base district uses as an allowed use, subject to a Conditional Use Permit.***
6. The proposed use will be designed, constructed, operated and maintained so as to be compatible in appearance with the existing or intended character of the general vicinity and will not change the essential character of that area.  
***The proposed pickleball courts are designed to be compatible through spacing, screening, and landscaping. The character of the general vicinity should not be changed.***
  7. The proposed use will not be hazardous or create a nuisance as defined under this Chapter to existing or future neighboring structures.  
***The closest home to the east is over 600 ft. away from the proposed courts. The applicant is proposing fence netting and landscaping to buffer the use. Staff believe that the spacing and mitigation techniques are sufficient to prevent any potential nuisances.***
  8. The proposed use will be served adequately by essential public facilities and services.  
***The pickleball courts should be adequately served by essential public facilities and services.***
  9. The proposed use will not create excessive additional requirements at public cost for public facilities and services and will not be detrimental to the economic welfare of the community.  
***The pickleball courts should not create additional requirements at public cost, nor will it be detrimental to the economic welfare of the community.***
  10. The proposed use will not involve uses, activities, processes, materials, equipment and conditions of operation that will be detrimental to any persons, property or the general welfare because of excessive production of traffic, noise, smoke, fumes, glare or odors.  
***The pickleball courts should not produce excessive traffic, noise, smoke, fumes, glare or odors. The courts will not include lighting. The applicant is proposing fence netting and landscaping to buffer the use.***
  11. Vehicular approaches to the property, where present, will not create traffic congestion or interfere with traffic on surrounding public thoroughfares.  
***Vehicular approaches to the property are not proposed to be changed and the courts should not create traffic congestion. Because it is anticipated that some users will walk, cycle, or take golf-carts in addition to using vehicles, the pickleball courts are not deemed to cause excessive traffic.***  
The proposed use will not result in the destruction, loss or damage of a natural or scenic feature of major importance. ***The proposed use will not result in the destruction, loss or damage of the natural environment. The site is already subject to recreational and commercial uses.***

Conditional Use Permit Findings #2 (Clubhouse Expansion): City Code Section 105.12.290(a) provides findings required for Conditional Use Permit approval. Staff recommends the following findings:

1. The proposed use will not be detrimental to or endanger the public health, safety, comfort, convenience or general welfare of the neighborhood or the city.

- The conditional use permit should not be detrimental to or endanger the public health, safety, comfort, convenience or general welfare of the neighborhood or City.*
2. The use or development conforms to the City of Lake Elmo Comprehensive Plan. *The clubhouse expansion use(s) conforms to the City of Lake Elmo's Comprehensive Plan, which recognizes a Golf Course on the land formerly known as Tartan Park as a local and regional amenity.*
  3. The use or development is compatible with the existing neighborhood. *The clubhouse expansion is consistent with the existing clubhouse area, golf course, and neighborhood.*
  4. The proposed use meets all specific development standards for such use listed in Article IX Specific Development Standards of Article XII *With the approval of the variance, the conditional use permit meets all specific development standards listed in Article XII.*
  5. If the proposed use is in a flood plain management or shoreland area, the proposed use meets all the specific standards for such use listed in Chapter 105.12.1260 (Shoreland Regulations) and Title 100 (Flood Plain Management). *This property is within a flood zone. However, the PUD anticipates the clubhouse as an allowed use with expansions subject to a Conditional Use Permit.*
  6. The proposed use will be designed, constructed, operated and maintained so as to be compatible in appearance with the existing or intended character of the general vicinity and will not change the essential character of that area. *The clubhouse expansion should be designed, constructed, operated and maintained to be compatible with the existing or intended character of the general vicinity and will not change the essential character of the area.*
  7. The proposed use will not be hazardous or create a nuisance as defined under this Chapter to existing or future neighboring structures. *The clubhouse expansion should not be hazardous or create a nuisance as defined under this Chapter to existing or future neighboring structures.*
  8. The proposed use will be served adequately by essential public facilities and services. *The clubhouse expansion should not create additional requirements at a public cost, nor will it be detrimental to the economic welfare of the community.*
  9. The proposed use will not create excessive additional requirements at public cost for public facilities and services and will not be detrimental to the economic welfare of the community. *The clubhouse expansion should not create additional requirements at public cost, nor will it be detrimental to the economic welfare of the community.*
  10. The proposed use will not involve uses, activities, processes, materials, equipment and conditions of operation that will be detrimental to any persons, property or the general welfare because of excessive production of traffic, noise, smoke, fumes, glare or odors. *The proposed use should not be detrimental to any persons, property or general welfare because of excessive production of traffic, noise, smoke, fumes, glare or odors. Parking plans are adequate for the proposed expansion. Additionally, it is anticipated that some users will walk, cycle, or take golf-carts in addition to using vehicles to get to the expansion.*
  11. Vehicular approaches to the property, where present, will not create traffic congestion or interfere with traffic on surrounding public thoroughfares.

***Vehicular approaches to the property are not proposed to be changed and the clubhouse expansion should not create traffic congestion. Because it is anticipated that some users will walk, cycle, or take golf-carts in addition to using vehicles, the proposed clubhouse expansion should not cause excessive traffic.***

12. The proposed use will not result in the destruction, loss or damage of a natural or scenic feature of major importance.

***The proposed use should not result in the destruction, loss or damage of the natural environment.***

**Variance Findings:** An applicant must establish and demonstrate compliance with the variance criteria set forth in Lake Elmo City Code Section 105.12.320 before the City may grant an exception or modification to city code requirements. These criteria are listed below, along with comments from Staff about the applicability of these criteria to the applicant's request. Staff recommends the following findings:

- 1) Practical Difficulties. A variance to the provision of this chapter may be granted by the Board of Adjustment upon the application by the owner of the affected property where the strict enforcement of this chapter would cause practical difficulties because of circumstances unique to the individual property under consideration and then only when it is demonstrated that such actions will be in keeping with the spirit and intent of this chapter. Definition of practical difficulties - "Practical difficulties" as used in connection with the granting of a variance, means that the property owner proposes to use the property in a reasonable manner not permitted by an official control.  
***The lot is an existing legal nonconformity in terms of impervious surface and unique shape (barbell) which encloses the nonresidential activities in the Golf Course Community. Nonresidential/commercial are anticipated in a golf course of this size. The GCC code does not differentiate between the residential and nonresidential uses in the zoning district for impervious surface requirements, although both are required to compose a golf course community.***
- 2) Unique Circumstances. The plight of the landowner is due to circumstances unique to the property not created by the landowner.  
***The subject property is the location for parking for the surrounding golf course, clubhouse, amenities, and administrative spaces and as such, it is necessary for the subject property to contain greater impervious coverage. The function of the golf course requires the whole set of parcels; the golf course landscape parcels cannot function as intended without the clubhouse parcel, and vice versa.***
- 3) Character of Locality. The proposed variance will not alter the essential character of the locality in which the property in question is located.  
***The variance will not impact the essential character of the area. The subject property is surrounded by a pervious golf course, which the subject property provides parking and other facilities for. The overall impervious coverage increase for the parcel holistically should not alter the essential character of the community.***
- 4) Adjacent Properties and Traffic. The proposed variance will not impair an adequate supply of light and air to properties adjacent to the property in question or substantially

increase the congestion of the public streets or substantially diminish or impair property values within the neighborhood.

***The subject property is adequately buffered from residential properties through green space and landscaping and as such the variance should not impair adjacent properties.***

**RECOMMENDED CONDITIONS OF APPROVAL:**

Pickleball CUP:

1. The applicant must obtain all other necessary City, state, and other governing body permits and approvals prior to release of the final plat for recording.
2. The applicant shall address the comments and corrections in the Landscape Architects Memo Dated 11/1/2024.
3. Any desire to add lighting, additional courts, or change fencing shall constitute a conditional use permit amendment. This shall not apply to maintenance or repair.
4. If approved, this conditional use permit shall expire if the work does not commence within 12 months of the date of granting the conditional use permit.

Clubhouse CUP:

1. The applicant must obtain all other necessary City, state, and other governing body permits and approvals prior to release of the final plat for recording.
2. The applicant shall address the comments and corrections in the Landscape Architects Memo Dated 11/1/2024
3. The clubhouse addition shall be similar or compatible with the style and composition of the existing structure.
4. Any expansion of the Clubhouse beyond this approval shall require a conditional use permit amendment.
5. If approved, this conditional use permit shall expire if the work does not commence within 12 months of the date of granting the conditional use permit.

Variance:

1. The variance is for an impervious surface total of 56.31% of the lot.
2. If approved, this variance shall expire if the work does not commence within 12 months of the date of granting the variance.

**PUBLIC COMMENT:**

A public hearing notice was sent to surrounding properties on October 28<sup>th</sup>, 2024. A public hearing notice was published in the City's official newspaper on November 1<sup>st</sup>, 2024.

**RECOMMENDATIONS:**

Staff recommends that the Planning Commission recommend approval of the requests from Royal Development for the property located at 11441 20<sup>th</sup> Street North. Suggested Motions:

***“Move to recommend approval of the Royal Development impervious surface variance request based on the findings of fact and conditions presented in the staff report.”***

***AND***

***“Move to recommend approval of the Royal Development outdoor athletic facility conditional use permit request for pickleball courts based on the findings of fact and conditions presented in the staff report.”***

***AND***

***“Move to recommend approval of the Royal Development conditional use permit request for the expansion of the clubhouse based on the findings of fact and conditions presented in the staff report.”***

**ATTACHMENTS:**

- 1) Location Map
- 2) Land Use Applications
- 3) Project Plans and Written Statements
- 4) Valley Branch Watershed District Email (10/22/2024)
- 5) Fire Dept. Memo (10/23/24)
- 6) City Engineer Email (10/29/2024)
- 7) Landscape Architect (11/1/2024)

# ArcGIS Web AppBuilder



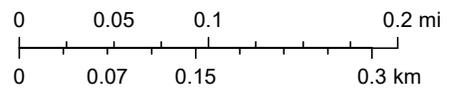
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 Parcels

 Municipals

DNR Protected Waters ID



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



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

## CONDITIONAL USE PERMIT APPLICATION

Property Owner: Royal Golf Club, LLC  
Address: 11455 20th Street North, Lake Elmo, MN 55042  
Phone # 651-505-9051  
Email Address: jparsons@royalclubmn.com

Fee Owner: Royal Golf Club, LLC  
Address: 11455 20th Street North, Lake Elmo, MN 55042  
Phone # 651-505-9051  
Email Address: jparsons@royalclubmn.com

Property Address: 11441 (11445) 20th Street North, Lake Elmo, MN 55042  
PID#: 25.029.21.12.0010

Engineer Name and Email: Brian Krystofiak (Carlson McCain), bkrystofiak@carlsonmccain.com

Detailed Reason for Request: We would like to construct an addition to the existing Clubhouse that would immediately provide space for indoor golf instruction as well as administrative space to be used by Royal Golf Club staff, and would additionally provide a shell for a future restaurant to be located on the lower level of the building. All such proposed uses are either permitted or conditional uses within GCC Districts.

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: *John Parsons* Date: *Sept. 24th, 2024*

Signature of property owner: *[Signature]* Date: *9/24/2024*

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



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

## CONDITIONAL USE PERMIT APPLICATION

Property Owner: Royal Golf Club, LLC  
Address: 11455 20th Street North, Lake Elmo, MN 55042  
Phone # 651-505-9051  
Email Address: jparsons@royalclubmn.com

Fee Owner: Royal Golf Club, LLC  
Address: 11455 20th Street North, Lake Elmo, MN 55042  
Phone # 651-505-9051  
Email Address: jparsons@royalclubmn.com

Property Address: 11441 20th Street North, Lake Elmo, MN 55042  
PID#: 25.029.21.12.0010

Engineer Name and Email: Brian Krystofiak (Carlson McCain), bkrystofiak@carlsonmccain.com

Detailed Reason for Request: We would like to construct an outdoor recreational space to be utilized by our members, which is a conditional use in the GCC District

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: *John Parsons* Date: Sept. 24<sup>th</sup>, 2024

Signature of property owner: *[Signature]* Date: 9/24/2024

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



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

## VARIANCE APPLICATION

Applicant: Royal Golf Club, LLC  
Address: 11455 20th Street North, Lake Elmo MN 55042  
Phone # 651-505-9051  
Email Address: iparsons@royalclubmn.com

Fee Owner: Royal Golf Club, LLC  
Address: 11455 20th Street North, Lake Elmo MN 55042  
Phone # 651-505-9051  
Email Address: 24

Engineer: Brian Krystofiak (Carlson McCain)  
Address: 3890 Pheasant Ridge Drive NE, Suite 100, Blaine, MN 55449  
Phone # 763-489-7905  
Email Address: bkrystofiak@carlsonmccain.ca

Property Location (Address): 11441 (11455) 20th Street North, Lake Elmo, MN 55042  
Complete Legal Description: \_\_\_\_\_  
Lot 1, Block 1, The Royal Golf Club Pool and Fitness, Washington County, MN  
PID#: 25.029.21.12.0010

Detailed Reason for Request: Applicant is seeking to construct (i) an addition on the existing clubhouse located on the property and (ii) an outdoor recreational space, specifically including pickleball courts, to be located to the north of the existing Pool and Fitness Center, between Hole 14 of the Golf Course and the existing parking lot. \*Cont.

\*Variance Requests: As outlined in LEC Section 103.00.110 (c), the applicant must demonstrate practical difficulties before a variance can be granted. The practical difficulties related to this application are as follows: Please see attached Variance Request providing details for practical difficulties

- (1) Reasonableness: Cont.
- (2) Unique Circumstances: Cont.
- (3) Essential Character of Neighborhood: Cont.

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: John Parsons, Project Manager Date: Oct. 18<sup>th</sup>, 2024  
Signature of fee owner: John Parsons, Project Manager Date: Oct. 18<sup>th</sup>, 2024

**Variance Request- Practical Difficulties:**

- (1) Reasonableness: The Royal Golf Club's proposed use of the property is reasonable in that provided the City issues a Conditional Use Permit, as requested by the Royal Golf Club, the proposed addition to the existing clubhouse and the proposed outdoor recreational space would otherwise be consistent with (i) the existing land use, (ii) the City of Lake Elmo's Comprehensive Plan, and (iii) is consistent with the existing neighborhood.
- (2) Unique Circumstances: There are unique circumstances associated with the property which are not caused by the applicant, including (i) the odd shape of the property, and (ii) the need for a large parking lot to serve the property and surrounding parcels.
- (3) Essential Character of Neighborhood: The variance, if granted, will not alter the essential character of the locality.

**Detailed Reason for Request**

Applicant is seeking to construct (i) an addition onto the existing clubhouse located on the property and (ii) an outdoor recreational space, specifically including pickleball courts, to be located to the north of the existing Pool and Fitness Center, between Hole 14 of the Golf Course and the existing parking lot. Pursuant to Section 105.12.720, Table 10-2 of the City of Lake Elmo City Code, the maximum impervious coverage permitted in the Golf Course Community district is 30%. The existing impervious coverage, plus the additional impervious coverage following the proposed addition onto the existing clubhouse and proposed outdoor recreational space would exceed the permitted impervious coverage as it would be at approximately 56.31%.

## Written Statements

a. Owner of Record:

Royal Golf Club, LLC, a Minnesota limited liability company. 11455 20<sup>th</sup> Street North, Lake Elmo, MN 55042, Phone: 651-505-9051

Managers/Directors: Hollis Cavner

Authorized Agents/Representatives: John Parsons, 11455 20th Street North, Lake Elmo, MN 55042, Phone: 651-505-9051

- b. Site Data: The Property address is 11441 20th Street North, Lake Elmo, MN 55042. The current zoning of the Property is Golf Course Community. The Property is approximately 10.9 acres (476,865 SF). The PID is 25.029.21.12.0010. The current legal description is Lot 1, Block 1, The Royal Golf Club Pool and Fitness, Washington County, MN. Land is currently used as part of a golf course and fitness center, specifically, this parcel includes, a maintenance facility/storage building and clubhouse serving the existing golf course, a drive way to access the existing clubhouse and a parking lot to serve the clubhouse and golf course.
- c. City Code Provisions Seeking Variance From: Lake Elmo City Code, Section 105.12.720, Table 10-2 – Maximum Impervious Coverage for GCC Districts
- d. Written Description of Proposal: The proposal is to permit the property to have a greater maximum impervious coverage percentage that permitted by the City Code. Allowing such greater maximum impervious coverage would allow the Royal Golf Club to (i) construct an addition on to the existing Clubhouse, the exterior of such addition will mirror the existing Clubhouse, which said addition will be approximately 5,400 square feet; and (ii) to construct an outdoor recreational space to be located to the north of the existing Pool and Fitness Center, between Hole 14 of the Golf Course and the existing parking lot, which said new outdoor recreational space will be approximately 3,861 square feet and will include pickleball courts. Specifically, the applicant seeks to have a variance from the City Code to allow for a maximum impervious coverage on the property in excess of what is permitted under the City Code. Based on site plans provided by applicant's engineer, applicant would need to be permitted 56.31% impervious coverage as opposed to 30%.
- e. Narrative on Pre-Application Discussions: The applicant was notified by the City Planner of a potential need for a variance for maximum impervious coverage during the City's review of the Royal Golf Club's CUP application to permit construction of an addition to the existing clubhouse and a outdoor recreational facility. Following review of additional information and plan provided by the Royal Golf Club, the City Planner notified the Royal Golf Club of the need to request a variance from the maximum impervious coverage requirements of the City Code. Prior to being notified of the need to request a variance, the issue had not been brought to the applicant's attention.

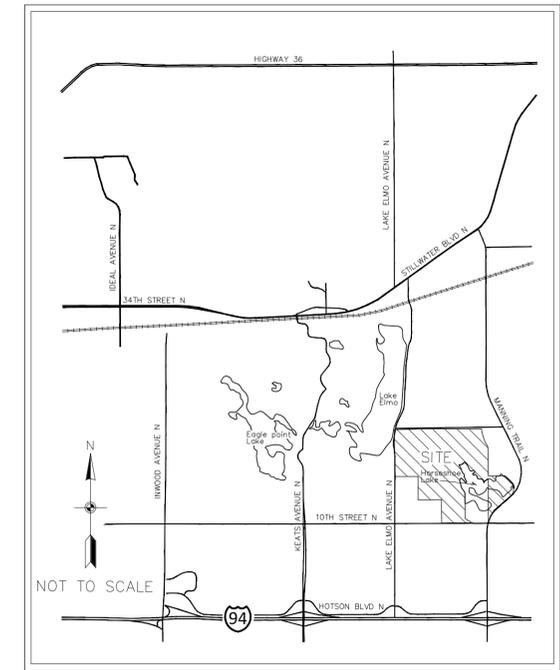
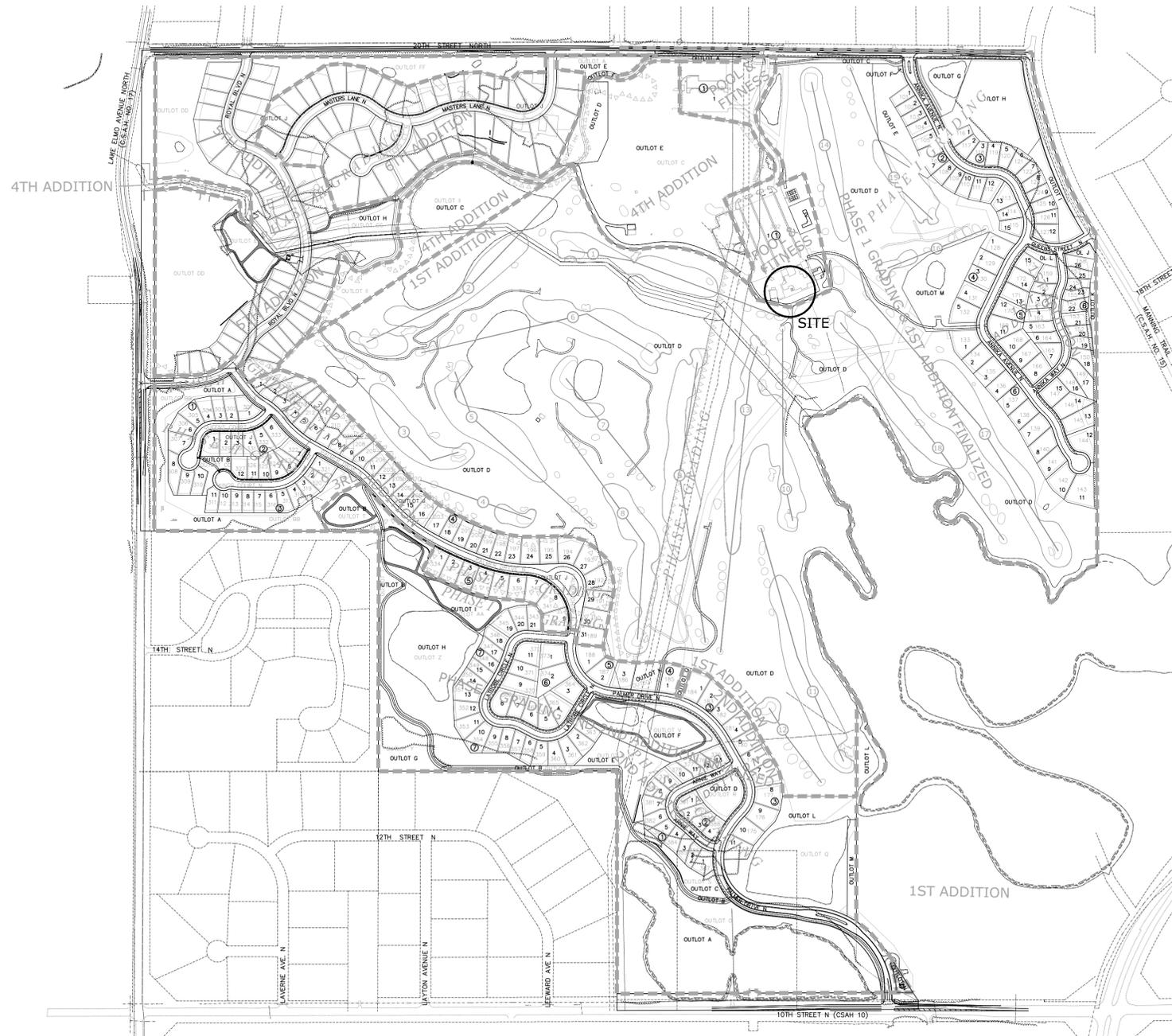
- f. Practical Difficulties: Strict enforcement of Lake Elmo City Code, Section 105.12.720, Table 10-2 – Maximum Impervious Coverage for GCC Districts would cause practical difficulties for various reasons. First, the existing impervious coverage of the parcel is greater than 30%, and a reduction of the parcel’s impervious coverage to be below 30% is not feasible. Second, the parcel is unique in shape and was constructed to be situated almost entirely within the boundary of surrounding parcels which make up the majority of the golf course which the subject parcel serves. Specifically, the subject parcel includes (i) the maintenance facilities and storage shop which houses the maintenance equipment and other golf course equipment necessary for the golf course to operate, (ii) the clubhouse and administrative offices of the golf course, and (iii) the driveway and parking lot which provides access to the shop, the clubhouse, and the golf course in general. The subject parcel was designed and laid out so as to be as de minimis in nature as it could be, while still adequately serving the access, parking, and operational needs of the surrounding golf course. Additionally, the subject parcel was laid out in a manner which would permit access between the clubhouse and administrative offices and 20<sup>th</sup> Street N without the need of easement or access agreements. Most City Code requirements were designed with more standard lot shapes in mind, and such requirements do not always apply well to uniquely shaped parcels.
- g. Unique Circumstances: The subject property is subject to Lake Elmo City Code Section 105.12.410, which requires that due to the subject property being a golf course, it must maintain at least 5 spaces per hole plus additional space for meeting or restaurant facilities. As such, the subject property is required, at a minimum, to maintain a certain amount of impervious coverage to support to surrounding golf course. Being that the subject property is the location of all of the parking for the surrounding golf course, as well as the site of the necessary maintenance facilities, clubhouse and administrative offices serving the golf course and the access road to get to such parking and other facilities, it is necessary for the subject property to contain greater impervious coverage. The unique shape of the subject parcel was designed to be de minimis in nature as to not have a greater impact on the surrounding golf course or residential community, while still providing the surrounding golf course facility with the necessary parking and access as required by the City Code.
- h. Essential Character: The variance, if granted, would not alter the essential character of the locality. Although applicant is requesting an increase to the maximum impervious coverage on the subject property, because the subject property is surrounded by an almost entirely pervious golf course which the subject property provides parking and other facilities for, the overall impervious coverage for the “neighborhood” as a whole would not be altered in any significant manner. Although the subject property is roughly 10.9 acres in area, it provides the parking, driveway access and operational facilities for the surrounding golf course and pool & fitness center, which combined is additional roughly 182.2 acres for a total of roughly 193.1 acres. Altogether, the subject parcel is roughly 5.6% of the total area that makes up the golf course facility. If the maximum impervious coverage was increased to 60% of the subject parcel, that would equal roughly 6.36 acres (10.9 acres \* 60%), which would equal roughly 3.1% of the entire golf course facility. As such, an increase in the maximum impervious coverage on the subject parcel should be considered insignificant

compared to the entire golf course facility, and should therefore not be considered to alter the essential character of the locality.

# THE ROYAL GOLF CLUB AT LAKE ELMO

## CLUBHOUSE ADDITION

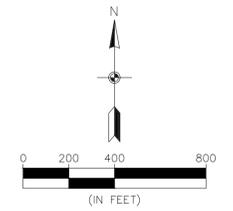
11455 20TH ST. N  
 CONSTRUCTION PLANS  
 LAKE ELMO, MINNESOTA



VICINITY MAP

SHEET INDEX

1. COVER
2. EXISTING CONDITIONS & REMOVALS PLAN
3. OVERALL SITE
4. SITE, GRADING & EROSION CONTROL PLAN
5. DETAILS
6. LANDSCAPE PLAN



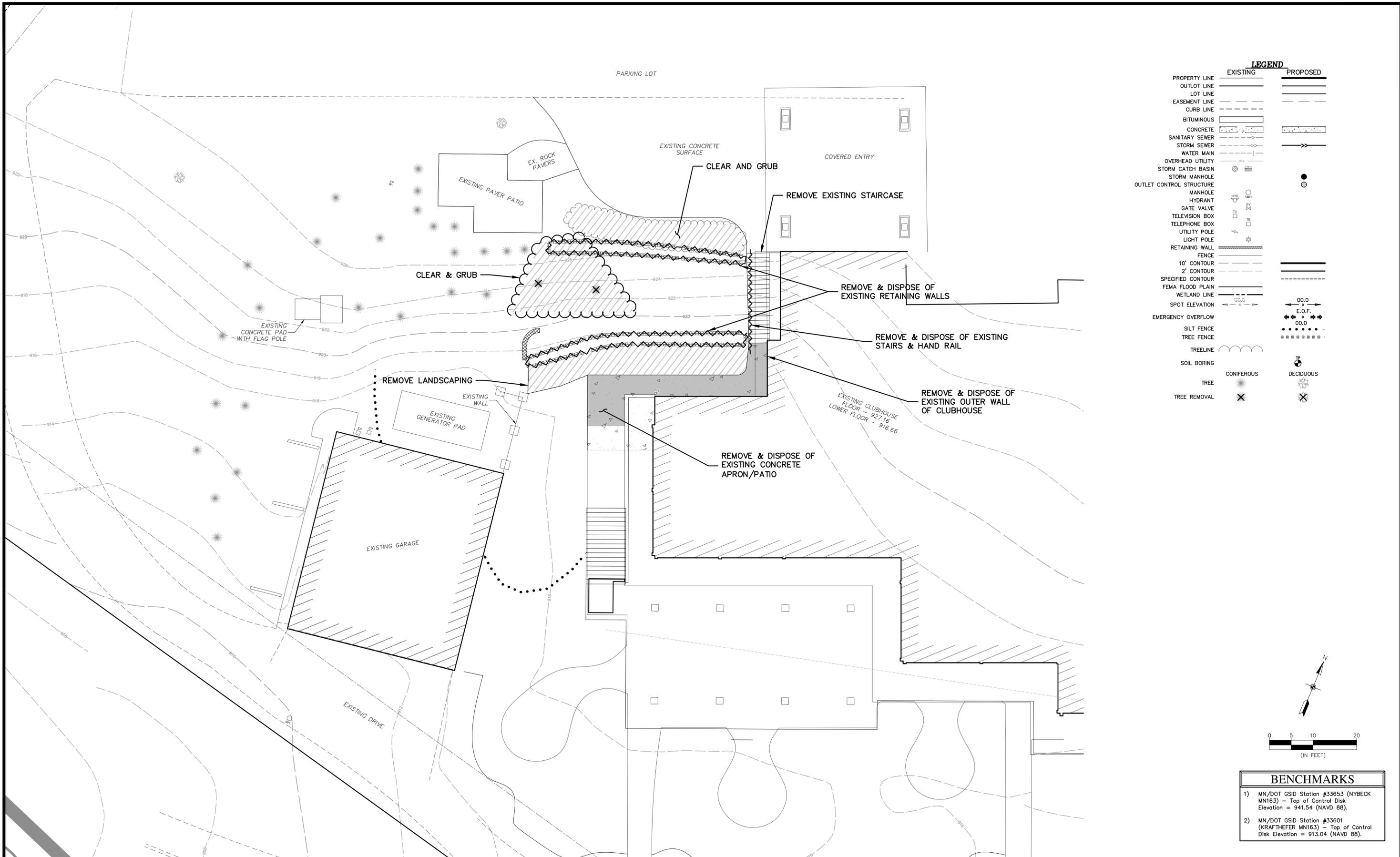
BENCHMARKS	
1)	MN/DOT GSD Station #33653 (NYBECK MN163) - Top of Control Disk Elevation = 941.54 (NAVD 88).
2)	MN/DOT GSD Station #33601 (KRAFTHOFER MN163) - Top of Control Disk Elevation = 913.04 (NAVD 88).

CALL BEFORE YOU DIG

**811**

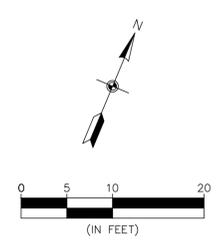
Know what's below.  
Call before you dig.

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**LEGEND**

	EXISTING	PROPOSED
PROPERTY LINE	---	---
OUTLOT LINE	---	---
LOT LINE	---	---
EASEMENT LINE	---	---
CURB LINE	---	---
BITUMINOUS	▨	▨
CONCRETE	▨	▨
SANITARY SEWER	---	---
STORM SEWER	---	---
WATER MAIN	---	---
OVERHEAD UTILITY	---	---
STORM CATCH BASIN	○	○
STORM MANHOLE	○	○
OUTLET CONTROL STRUCTURE	○	○
MANHOLE	○	○
HYDRANT	○	○
GATE VALVE	○	○
TELEVISION BOX	□	□
TELEPHONE BOX	□	□
UTILITY POLE	○	○
LIGHT POLE	○	○
RETAINING WALL	▨	▨
FENCE	---	---
10' CONTOUR	---	---
2' CONTOUR	---	---
SPECIFIED CONTOUR	---	---
FEMA FLOOD PLAIN	---	---
WETLAND LINE	---	---
SPOT ELEVATION	00.0	00.0
EMERGENCY OVERFLOW	+	+
SILT FENCE	---	---
TREE FENCE	---	---
TREELINE	---	---
SOIL BORING	○	○
CONIFEROUS	○	○
DECIDUOUS	○	○
TREE	○	○
TREE REMOVAL	✕	✕



**BENCHMARKS**

- MN/DOT GSID Station #33653 (NYBECK MN163) - Top of Control Disk Elevation = 941.54 (NAVD 88).
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**CARLSON MCCAIN**  
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 3890 PHEASANT RIDGE DR NE  
 SUITE 100  
 BLAINE, MN 55449  
 TEL 763.489.7900  
 FAX 763.489.7959  
 CARLSONMCCAIN.COM

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota

Print Name: Brian J. Krystofiak, P.E.  
 Signature: *Brian J. Krystofiak*  
 Date: 9/20/2024 License #: 25063

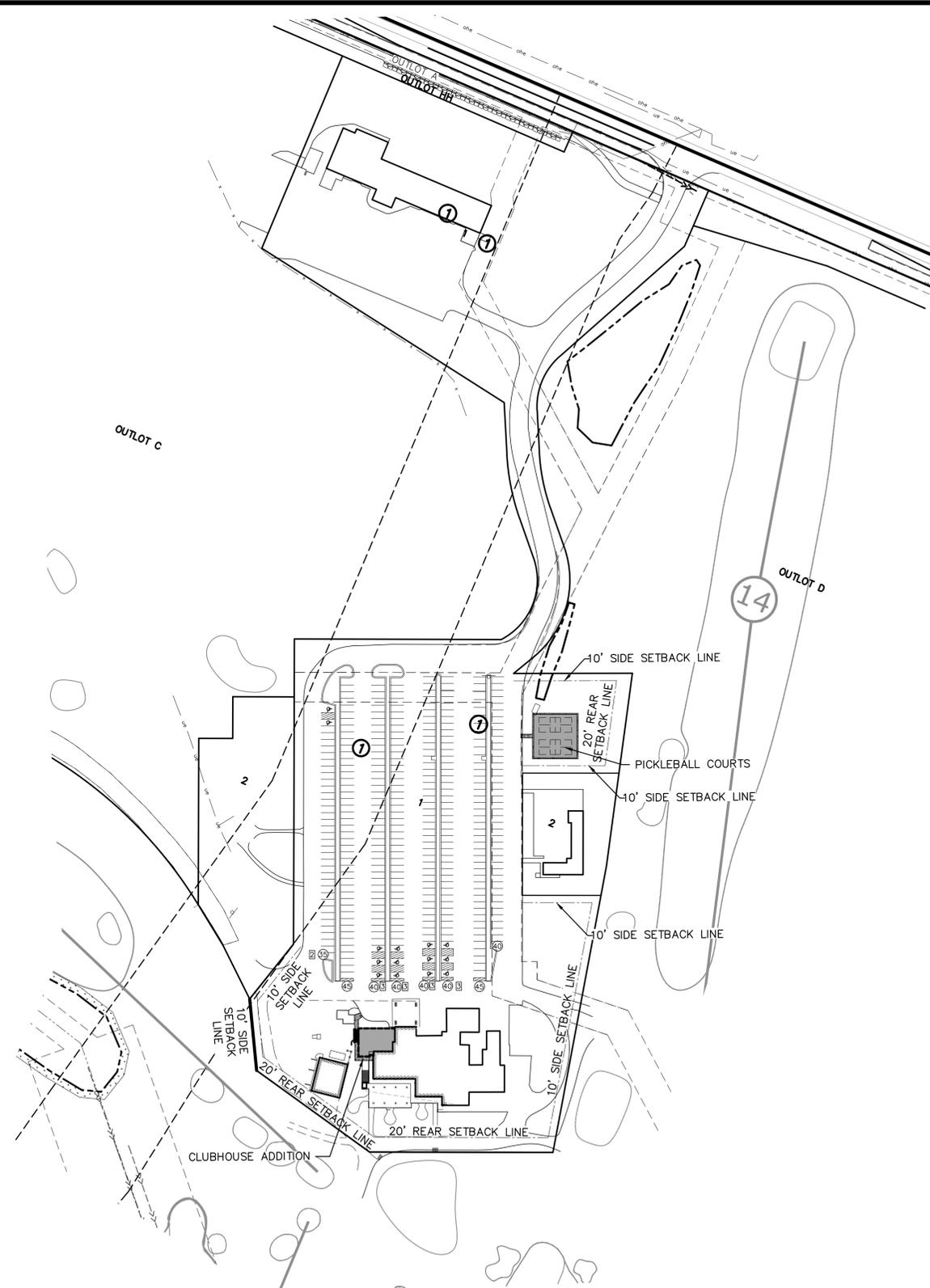
Drawn: JJO  
 Designed: BJK  
 Date: 9/20/2024

**THE ROYAL GOLF CLUB**  
 11455 20th Street North  
 Lake Elmo, MN 55042

**THE ROYAL GOLF CLUB AT LAKE ELMO - CLUBHOUSE ADDITION**  
 Lake Elmo, MN

**REMOVALS**

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	EXISTING	PROPOSED
PROPERTY LINE	---	---
OUTLOT LINE	---	---
LOT LINE	---	---
EASEMENT LINE	---	---
CURB LINE	---	---
BITUMINOUS	▭	▭
CONCRETE	▭	▭
SANITARY SEWER	---	---
STORM SEWER	---	---
WATER MAIN	---	---
OVERHEAD UTILITY	---	---
STORM CATCH BASIN	⊙	⊙
STORM MANHOLE	⊙	⊙
OUTLET CONTROL STRUCTURE	⊙	⊙
MANHOLE	⊙	⊙
HYDRANT	⊙	⊙
GATE VALVE	⊙	⊙
TELEVISION BOX	⊙	⊙
TELEPHONE BOX	⊙	⊙
UTILITY POLE	⊙	⊙
LIGHT POLE	⊙	⊙
RETAINING WALL	▭	▭
FENCE	---	---
10' CONTOUR	---	---
2' CONTOUR	---	---
SPECIFIED CONTOUR	---	---
FEMA FLOOD PLAIN	---	---
WETLAND LINE	---	---
SPOT ELEVATION	⊙	⊙
EMERGENCY OVERFLOW	⊙	⊙
SILT FENCE	---	---
TREE FENCE	---	---
TREELINE	---	---
SOIL BORING	⊙	⊙
TREE	⊙	⊙
TREE REMOVAL	⊙	⊙

**LOT 1 BLOCK 1 IMPERVIOUS CALCULATIONS  
(EXCLUDES PROPOSED PICKLEBALL COURTS):**

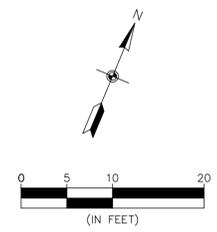
EXISTING IMPERVIOUS TO REMAIN	262,544 SF
NEW IMPERVIOUS (PICKLEBALL)	3,861 SF
NEW IMPERVIOUS (CLUBHOUSE)	2,114 SF
PERVIOUS	208,339 SF
TOTAL LOT AREA	476,858 SF
IMPERVIOUS %	56.31%

**CLUBHOUSE ADDITION USES:**

MAIN LEVEL	
OFFICE	367 SF
GOLF SIMULATORS	783 SF
HALLWAY/STORAGE/HVAC	519 SF
LOWER LEVEL	
RESTAURANT	2,113 SF
KITCHEN/OFFICE/JANITORIAL	1,617 SF

TOTAL PARKING SPACES - 339  
TOTAL HANDICAPPED SPACES - 14

⊙ DENOTES HANDICAPPED PARKING STALL  
⊙ DENOTES STANDARD PARKING STALL



BENCHMARKS	
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I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota  
Print Name: Brian J. Krystofiak, P.E.  
Signature: *Brian J. Krystofiak*  
Date: 9/20/2024 License #: 25063  
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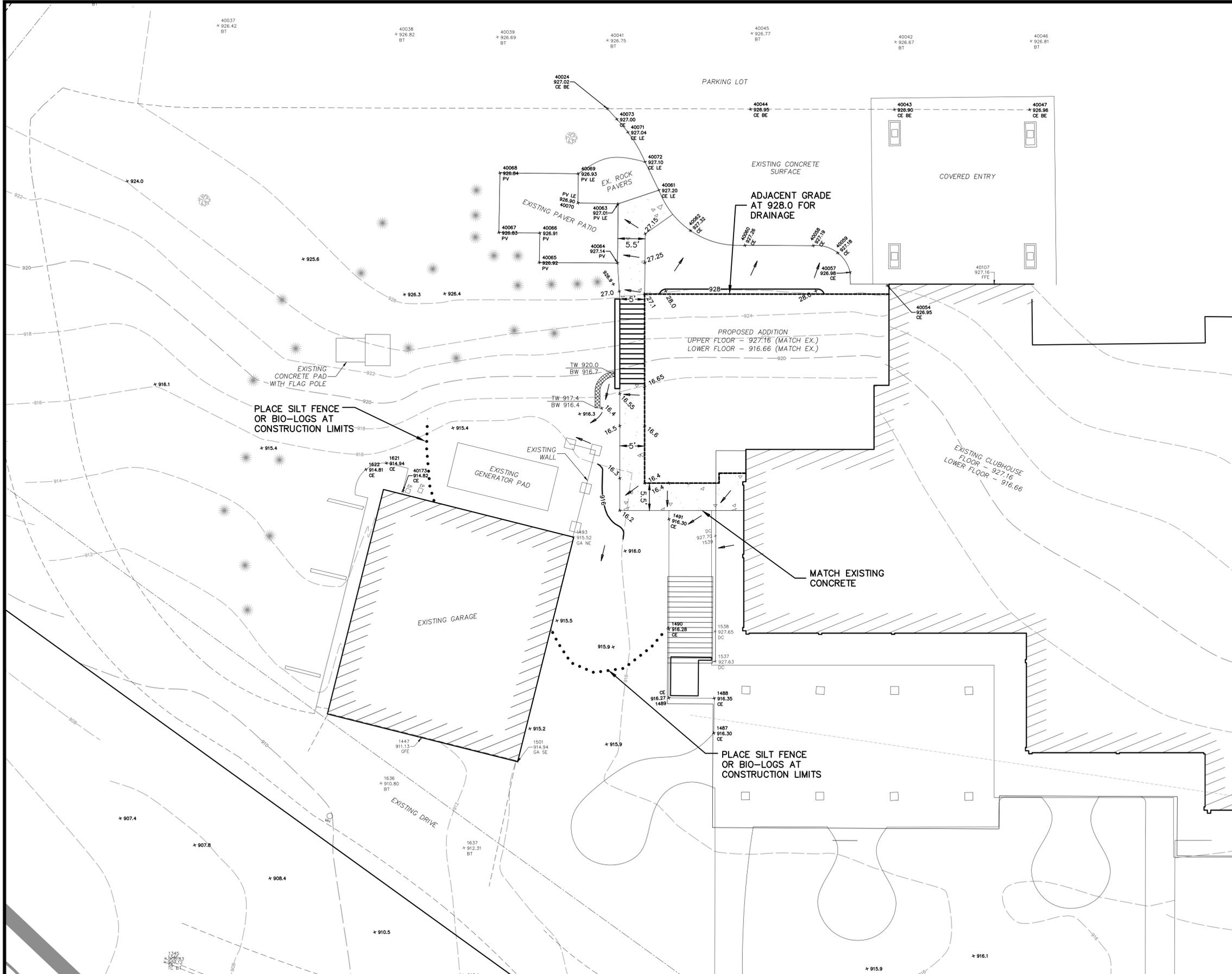
Revisions:  
1. 9/20/2024 Per City Comments  
2. 10/22/2024 Revise Pickleball Court Impervious

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**THE ROYAL GOLF CLUB AT LAKE ELMO - CLUBHOUSE ADDITION**  
Lake Elmo, MN

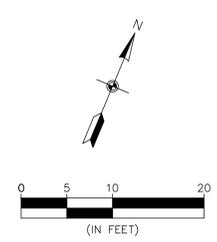
**OVERALL SITE**

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**LEGEND**

	EXISTING	PROPOSED
PROPERTY LINE	---	---
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LOT LINE	---	---
EASEMENT LINE	---	---
CURB LINE	---	---
BITUMINOUS	▨	▨
CONCRETE	▨	▨
SANITARY SEWER	---	---
STORM SEWER	---	---
WATER MAIN	---	---
OVERHEAD UTILITY	---	---
STORM CATCH BASIN	○	○
STORM MANHOLE	○	○
OUTLET CONTROL STRUCTURE	○	○
MANHOLE	○	○
HYDRANT	○	○
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UTILITY POLE	○	○
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RETAINING WALL	▨	▨
FENCE	---	---
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SPECIFIED CONTOUR	---	---
FEMA FLOOD PLAIN	---	---
WETLAND LINE	---	---
SPOT ELEVATION	00.0	00.0
EMERGENCY OVERFLOW	+	+
SILT FENCE	+	+
TREE FENCE	+	+
TREELINE	---	---
SOIL BORING	○	○
TREE	○	○
TREE REMOVAL	✕	✕
	CONIFEROUS	DECIDUOUS



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Signature: *Brian J. Krystofski*  
Date: 9/20/2024 License #: 25063

Drawn: JJO  
Designed: BJK  
Date: 9/20/2024

Revisions:  
1. 9/20/2024 Per City Comments

**THE ROYAL GOLF CLUB**  
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Lake Elmo, MN 55042

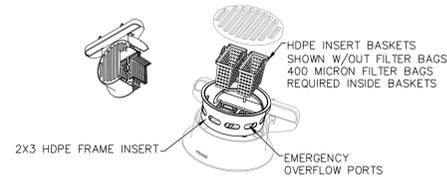
**THE ROYAL GOLF CLUB AT LAKE ELMO - CLUBHOUSE ADDITION**  
Lake Elmo, MN

**SITE, UTILITY & GRADING & EROSION CONTROL PLAN**

4 of 6

### INFRA SAFE – 27” DEBRIS COLLECTION DEVICE

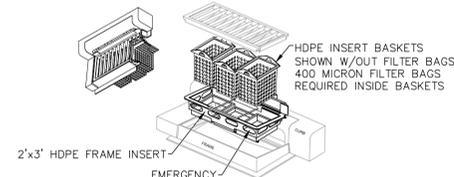
AS MANUFACTURED BY ROYAL ENVIRONMENTAL SERVICES



- MEETS MN/DOT SPECIFICATION 3891.F
- "STORM DRAIN INLET PROTECTION – FILTER BAG INSERT"
- DESIGNED FOR NEENAH R-3250-A OR R-3250-1 (MNDOT 801) FRAME CASTING

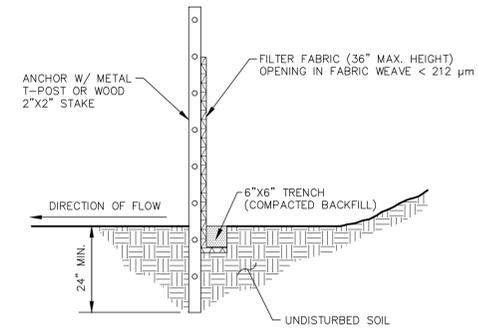
### INFRA SAFE – 2’x3’ DEBRIS COLLECTION DEVICE

AS MANUFACTURED BY ROYAL ENVIRONMENTAL SYSTEMS



- MEETS MN/DOT SPECIFICATION 3891.F
- "STORM DRAIN INLET PROTECTION – FILTER BAG INSERT"
- DESIGNED FOR NEENAH R-3067 OR R-3290 SERIES

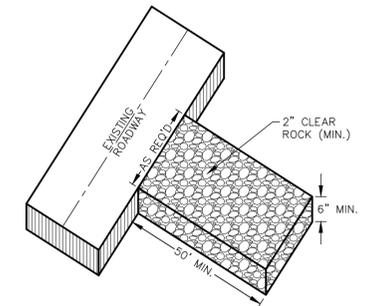
### SILT FENCE



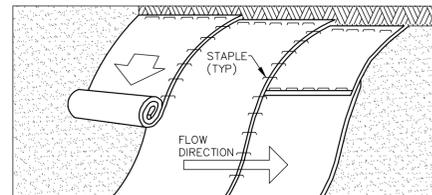
#### NOTES:

1. DIG A 6"X6" TRENCH ALONG THE INTENDED SILT FENCE LINE.
2. DRIVE ALL ANCHOR POSTS INTO THE GROUND AT THE DOWNHILL SIDE OF THE TRENCH.
3. POSTS SHALL BE SPACED A MAXIMUM OF 6 FEET APART.
4. LAY OUT SILT FENCE ALONG THE UPHILL SIDE OF THE ANCHOR POSTS AND BACK FILL 6"X6" TRENCH.
5. SECURELY ATTACH SILT FENCE TO ANCHOR POSTS W/ MINIMUM OF THREE ATTACHMENTS PER POST.
6. SEE MNDOT SPECIFICATIONS 2573 & 3886.

### ROCK CONSTRUCTION ENTRANCE



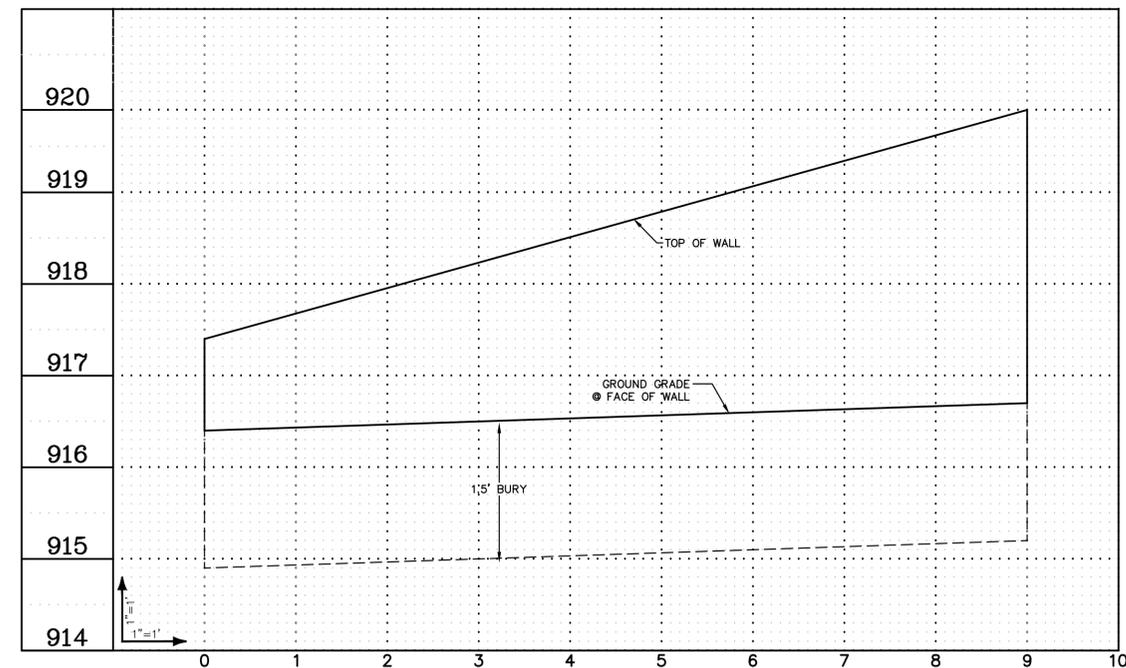
### EROSION CONTROL BLANKET

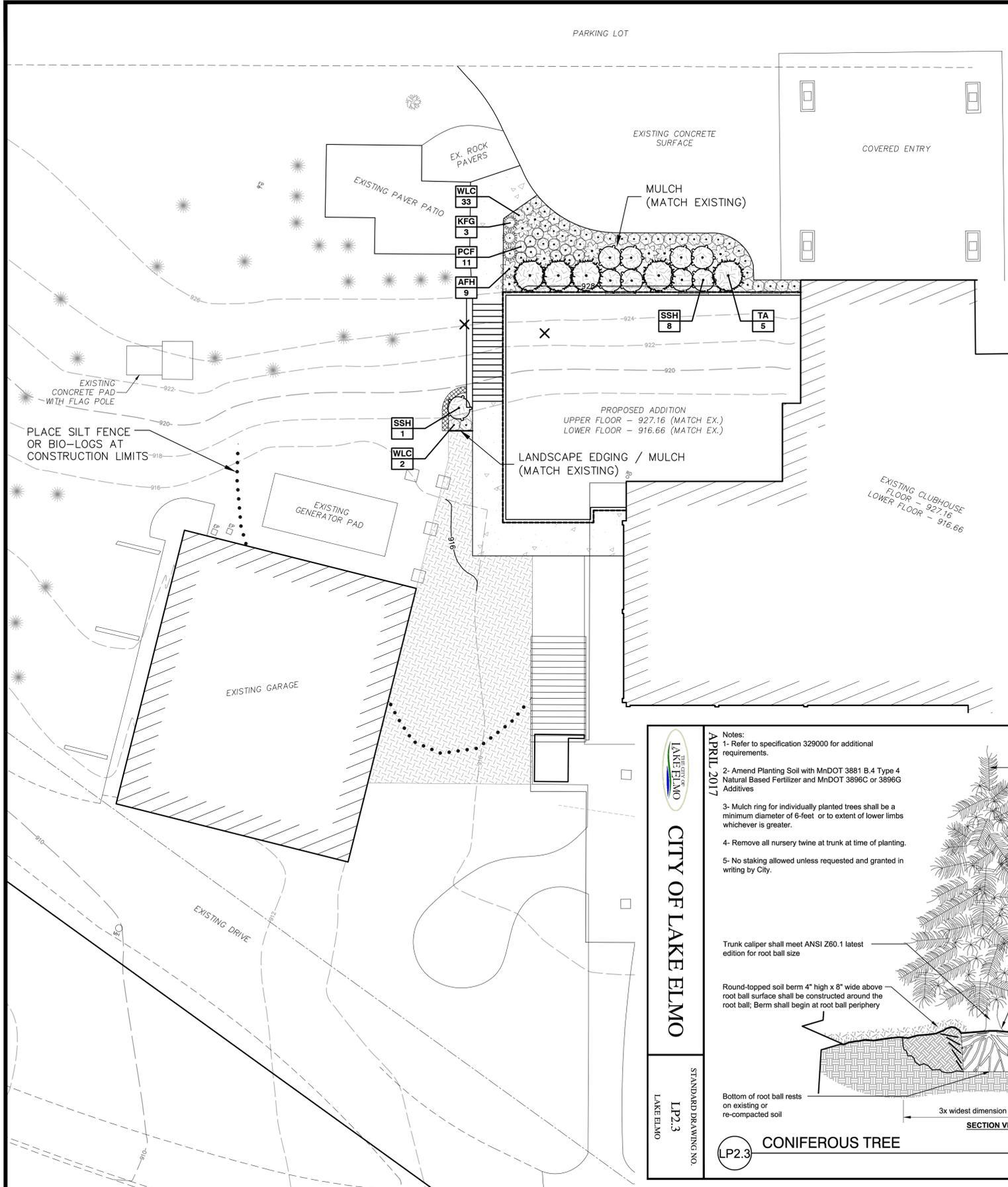


#### NOTES:

1. PREPARE SOIL BEFORE INSTALLING BLANKETS, INCLUDING APPLICATION OF LIME, FERTILIZER AND/OR SEED.
2. BEGIN AT THE TOP OF THE SLOPE (OR CHANNEL) BY ANCHORING THE BLANKET IN A 6" DEEP X 6" WIDE TRENCH. BACKFILL AND COMPACT THE TRENCH AFTER STAPLING.
3. ROLL THE BLANKETS DOWN (STARTING DOWNSTREAM PROCEEDING UPSTREAM) HORIZONTALLY ACROSS THE SLOPE.
4. THE EDGES OF PARALLEL BLANKETS MUST BE STAPLED WITH A MINIMUM 4" OVERLAP.
5. WHEN BLANKETS MUST BE SPLICED DOWN THE SLOPE, PLACE BLANKETS END OVER END (SHINGLE STYLE) WITH MINIMUM 6" OVERLAP. USE A DOUBLE ROW OF STAGGERED STAPLES 4" APART TO SECURE BLANKETS.
6. IN HIGH FLOW CHANNEL APPLICATIONS, A STAPLE CHECK SLOT IS RECOMMENDED AT 30 TO 40 FOOT INTERVALS. USE A ROW OF STAPLES 4" APART OVER ENTIRE WIDTH OF THE CHANNEL. PLACE A SECOND ROW 4" BELOW THE FIRST ROW IN A STAGGERED PATTERN.
7. THE TERMINAL ENDS OF THE BLANKETS MUST BE ANCHORED IN A 6" DEEP X 6" WIDE TRENCH. BACKFILL AND COMPACT THE TRENCH AFTER STAPLING.

### MODULAR RETAINING WALL (32 SF)





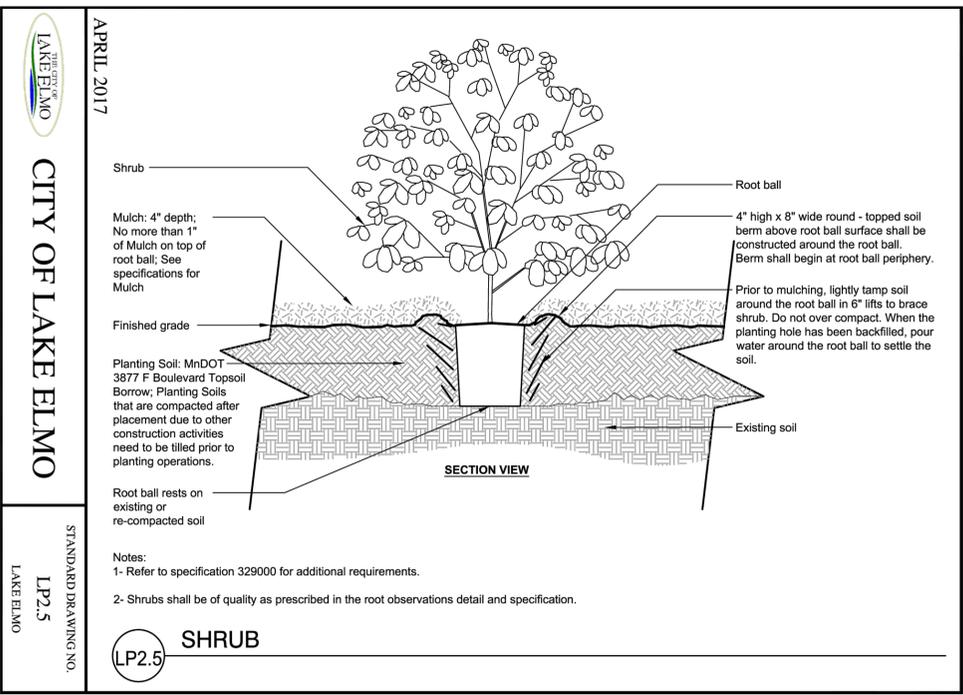
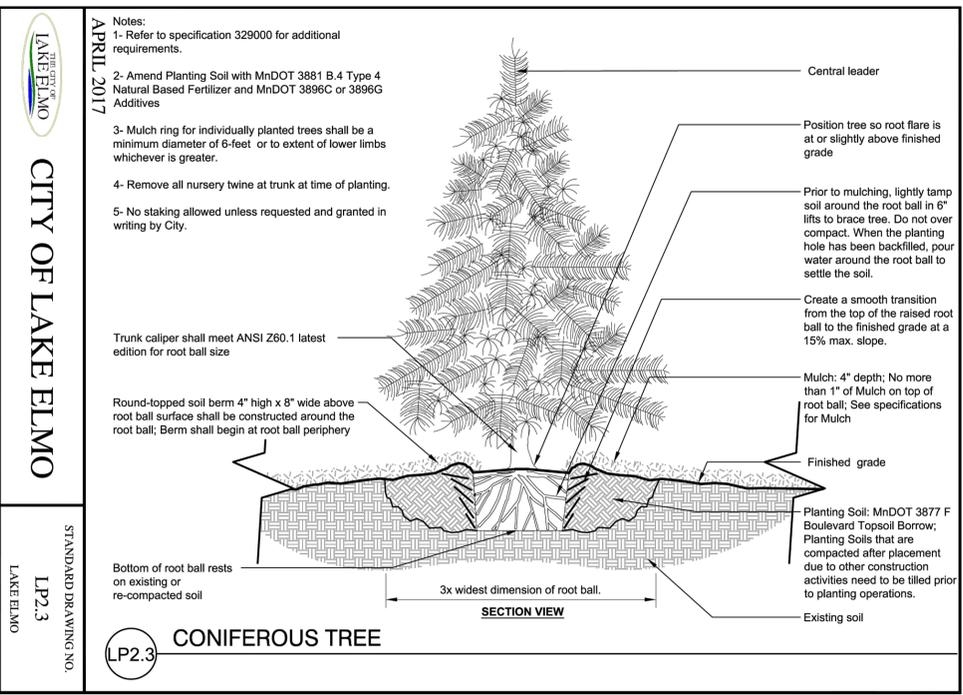
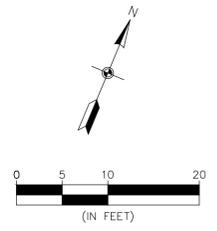
**PLANT SCHEDULE**

SYMBOL	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER
<b>CONIFEROUS TREES</b>						
	TA	5	Thuja occidentalis 'Techny'	Techny Arborvitae	6' Ht.	B&B
<b>SHRUBS</b>						
	SSH	9	Hydrangea paniculata 'Rensun'	Strawberry Sundae Hydrangea	#5 Cont.	
<b>GRASSES</b>						
	KFG	3	Calamagrostis x acutiflora 'Karl Foerster'	Feather Reed Grass	#3 Cont.	
<b>PERENNIALS</b>						
	PCF	11	Echinacea purpurea	Purple Coneflower	#1 Cont.	
	AFH	9	Hosta 'Angel Falls'	Angel Falls Hosta	#1 Cont.	
	WLC	35	Nepeta x faassenii 'Walkers Low'	Walkers Low Catmint	#1 Cont.	
<b>GROUND COVERS</b>						
	HWM	480 sf	Hardwood Mulch Non-Woven Geotextile Incidental	Double Shredded Hardwood Mulch	4" Depth	
	SOD	960 sf	Turf Sod Bluegrass	Kentucky Bluegrass	sod	

**STANDARD PLAN NOTES  
LANDSCAPE PLANS**

- Contractor must contact Gopher State One Call 811 (www.gopherstateonecall.org) prior to tree staking and planting operations to verify underground utilities. Where private utilities exist on-site the Contractor is required to have those located as well.
- Plant materials shall meet American Standard for Nursery Stock: ANSI Z60.1, latest edition.
- No plant substitutions shall be made without the prior written authorization from the City.
- All tree locations to be field staked prior to installation. Contractor to coordinate field review of proposed tree locations with the City and Project Landscape Architect prior to any tree installation.
- All plants shall be planted immediately upon arrival to project site. No plant material is to be left overnight on the project site without being installed unless written approval by City.
- All trees, shrubs, perennials, turf lawn and native seeding to have a two-year warranty beginning upon written acceptance by the City. Defective plants as determined by the City shall be replaced within 30 days of notice during the growing season, and replacement materials shall receive the same two year warranty until plants are successfully established.
- Contractor to protect and maintain all plantings and plant beds, including protection from wildlife, weeding, re-mulching, fertilization, irrigation and all other typical forms of horticultural care until the end of the warranty period as determined and approved by City.
- All plants installed and maintained on City property shall be in accordance with City of Lake Elmo Bee-Safe Resolution No. 2015-13.
- An irrigation system or other water supply adequate to support the specified plant materials shall be provided.

APRIL 2017  
**CITY OF LAKE ELMO**  
 STANDARD DRAWING NO. LP2.0 LAKE ELMO



**CARLSON McCAIN** ENGINEERING SURVEYING ENVIRONMENTAL  
 3890 PHEASANT RIDGE DR NE SUITE 100 BLAINE, MN 55449 TEL 763.489.7900 FAX 763.489.7959 CARLSONMCCAIN.COM

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Landscape Architect under the laws of the State of Minnesota  
 Print Name: Ryan J. Ruttger, RLA  
 Signature:   
 Date: 9/20/2024 License #: 56346  
 Drawn: RJR  
 Designed: RJR  
 Date: 9/20/2024

Revisions:  
 1. 9/20/2024 Per City Comments

**THE ROYAL GOLF CLUB**  
 11455 20th Street North  
 Lake Elmo, MN 55042

**THE ROYAL GOLF CLUB AT LAKE ELMO - CLUBHOUSE ADDITION**  
 Lake Elmo, MN

**LANDSCAPE PLAN**  
 6 of 6  
 #6036

## Written Statements

### **A. Contact Information:**

Owner of Record: Royal Golf Club, LLC, a Minnesota limited liability company. 11455 20<sup>th</sup> Street North, Lake Elmo, MN 55042, Phone: 651-505-9051

Authorized Agents/Representatives: John Parsons, 11455 20<sup>th</sup> Street North, Lake Elmo, MN 55042, Phone: 651-505-9051

Engineer: Carlson McCain, attn: Brian Kystofiak, 3890 Pheasant Ridge Drive NE, Suite 100, Blaine, MN 55449, Phone: 763-489-7905

Surveyor: Carlson McCain, attn: Justin Olson, 3890 Pheasant Ridge Drive NE, Suite 100, Blaine, MN 55449, Phone: 763-489-7942

### **B. Site Data:**

The Property address is 11441 20<sup>th</sup> Street North, Lake Elmo, MN 55042. The current zoning of the Property is Golf Course Community. The Property is approximately 10.9 acres (476,865 SF). The PID is 25.029.21.12.0010. The current legal description is Lot 1, Block 1, The Royal Golf Club Pool and Fitness, Washington County, MN.

### **C. Narrative Regarding the history of the Property (current and past uses) and any pre-application discussions with staff:**

The Property was originally a 475-acre parcel owned by the 3M Company. It had a golf course, tennis courts, softball fields, archery range, etc., for private use by its employees. It was purchased by the present Owners predecessors (H.C. Golf land, LLC) in 2016, and was subsequently conveyed to the present Owners in 2023. The previous owners built an Arnold Palmer/Annika Sorenstam designed golf course and received approval of 291 homes. In 2023, the original pool and fitness center was relocated from the west side of the Clubhouse parking lot to the east side of the parking lot.

### **D. Proposed Uses:**

- i. The proposal is to construct an addition onto the existing Clubhouse, the exterior of such addition will mirror the existing Clubhouse. The addition will be approximately 5,400 square feet. The addition will consist of additional administrative space on the main level to be used by employees and staff of the Royal Golf Club, new space for indoor golf instruction facilities for members on the main level, and a shell for a future restaurant on the lower level. The proposed addition will allow for more space on the Property for staff to conduct necessary administrative activities, and will also provide additional year-round income producing activities on the Property as a result of now being having a designated indoor golf instruction facility as well as a new restaurant. With the proposed addition on the existing Clubhouse, there should be no effect on current traffic circulation or

congestion, nor will it have any effects on existing natural areas on the Property or in the vicinity. The proposed addition will not include any new lighting other than any required exterior walkway and emergency lighting on the exterior of the Clubhouse. The proposed addition would move existing lights to the new exterior walls.

- ii. The administrative spaces will be used by the staff of The Royal Golf Club, specifically being occupied by the Club's general manager, the Club's accountant and the Club's events team. The indoor golf instruction facilities will be utilized mainly by members of the Royal Golf Club, with occasional usage by non-members invited or accompanied by Royal Golf Club instructors. The future restaurant is intended to be for use by Royal Golf Club members only. The additional space for administrative space and golf instruction facilities will not require additional staffing at this time, and both new facilities will be utilized during normal Golf Club business hours. The future restaurant may require additional staff, however, the exact staffing requirements and hours of operation at this time are unknown.

**E. Justification:**

- i. **The proposed use will not be detrimental to or endanger the public health, safety, comfort, convenience or general welfare of the neighborhood or City.**

The proposed addition will not be detrimental to the existing facility, nor will it be detrimental to the nearby residents as it will (i) allow for administration aspects of the Club to be conducted more efficiently, (ii) provide additional recreational opportunities for members and residents, and (iii) create a space for future dining options for members.

- ii. **The use or development conforms to the City of Lake Elmo Comprehensive Plan.**

The use falls in line with the City of Lake Elmo's Comprehensive Plan and is compatible with the neighborhood. It is similar and common place to many developments, specifically golf course developments.

- iii. **The use or development is compatible with the existing neighborhood.**

The new facilities provide for (i) additional space for already existing functions within the existing facilities, and (ii) provide for additional healthy opportunities, which combined with the golf, swimming pool, fitness center and walking trails accent the healthy, active lifestyle at the Royal Golf Club.

- iv. **The proposed use meets all specific development standards.**

The proposed use meets the specific development standards of Article IX of the Zoning Code. Specifically, the additional indoor golf instruction facilities will not generate substantial traffic to the property, and two entry points to the facility shall be provided. For the future restaurant space, music or amplified sounds shall not be audible above a level of normal conversation at the boundary of any surrounding residential district or on any residential property.

- v. **If the proposed use is in a floodplain management or shore land area, the proposed use meets all the standards.**

The proposed use does not sit in any flood plain or Shoreland district.

- vi. **The proposed use will be designed, constructed, operated, and maintained so it will not change the essential character of that area.**

The architecture will conform with and complement the existing Clubhouse located on the property.

- vii. **The proposed use will not be hazardous or create a nuisance to existing or future neighboring structures.**

The proposed use will not be hazardous or detrimental to its surroundings, nor will it create a nuisance to existing or future neighboring structures.

- viii. **The proposed use will be served adequately by essential public facilities and services, including streets police and fire protection, drainage structures refuse disposal, water and sewer systems and schools or will be served adequately by such facilities and services provided by the persons or agencies responsible for the establishment of the proposed use.**

The proposed use will be adequately served by all existing public services as has the existing property for several years.

- ix. **The proposed use will not create excessive additional requirements at public cost for public facilities and services and will not be detrimental to the economic welfare of the community.**

The proposed use will not create any excessive or additional costs to the City, its infrastructure or affect the economic welfare of the community.

- x. **The proposed use will not involve uses, activities, processes, materials equipment, and conditions of operation that will be detrimental to any persons, property or the general welfare because of excessive production of traffic, noise, smoke, fumes, glare, or odors.**

The proposed use, nor its operation, will have an adverse effect on personal property, their value, nor contribute any excessive traffic, noise, air pollutants, glare or odor. The purpose of the proposed use is to create additional space for more efficient operations of the existing property, as well as to add additional healthy opportunities for its members.

- xi. **Vehicular approaches to the property will not create traffic congestion or interfere with traffic on surrounding public thoroughfares.**

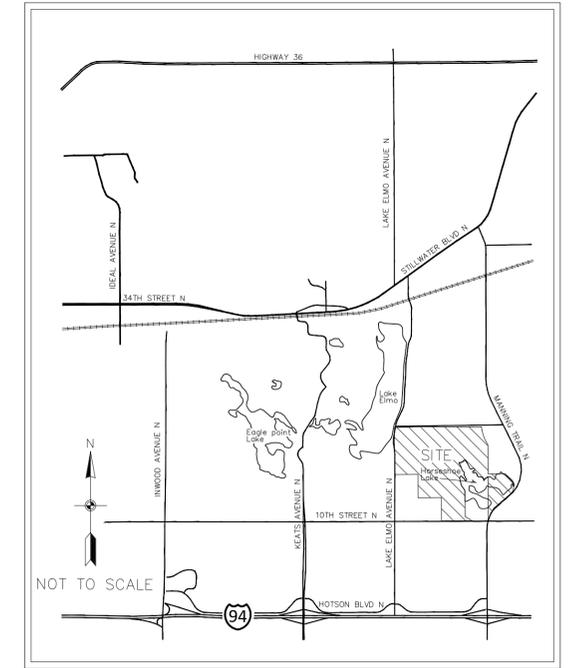
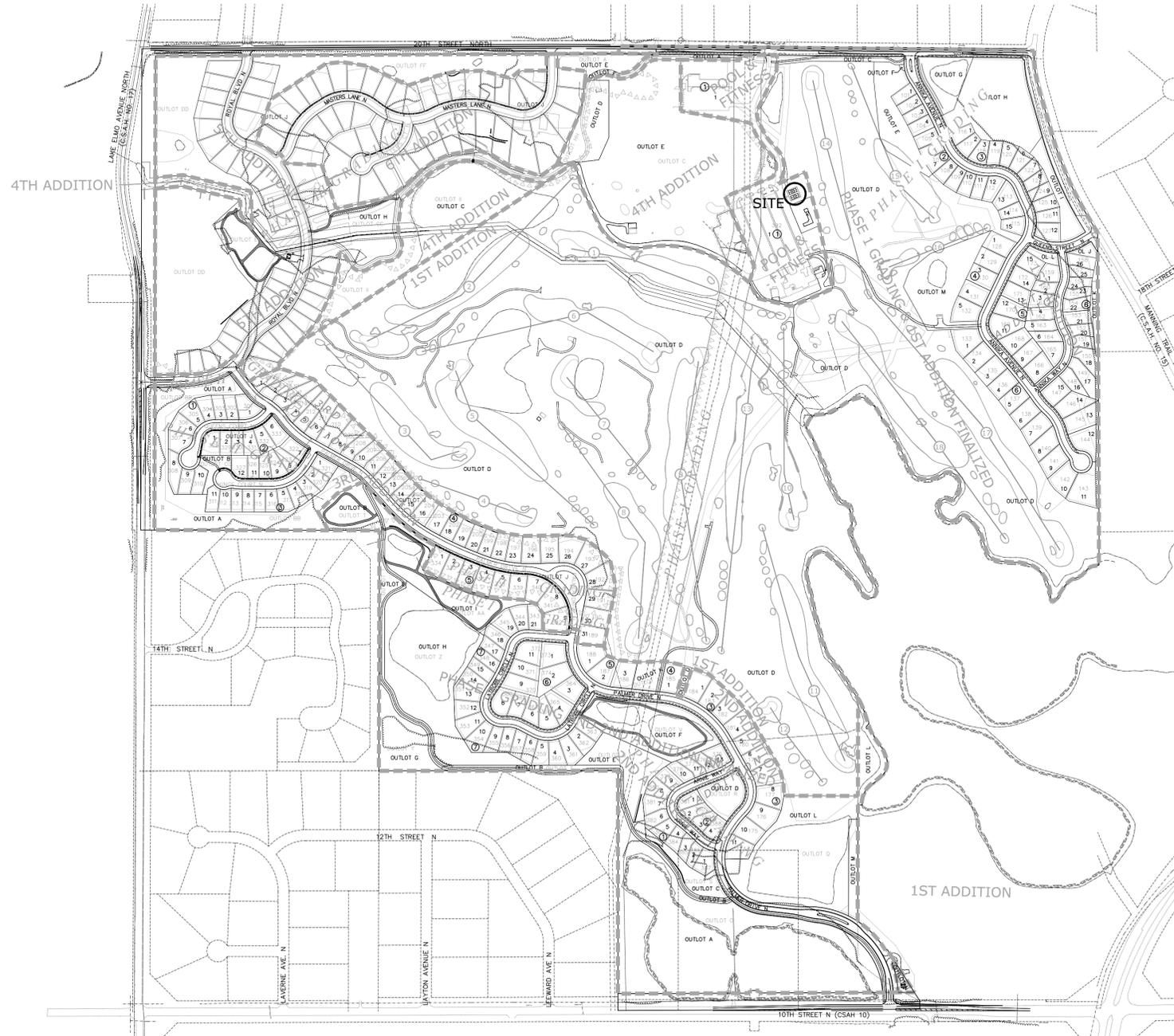
The proposed use will not present any traffic congestion nor interfere with any traffic issues on the surrounding public streets. The proposed use is for the members of the existing Club, a majority of whom reside in the surrounding development in which they have the option to walk to the facility or utilize their golf carts, neither of which contributes to automobile traffic and thus, is environmental friendly.

**xii. The proposed use will not result in the destruction, loss, or damage of a natural or scenic features of major importance.**

The proposed use will not damage nor impact any natural or scenic features.

# THE ROYAL GOLF CLUB AT LAKE ELMO PICKLEBALL COURTS

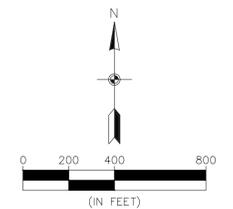
11441 20TH ST. N  
CONSTRUCTION PLANS  
LAKE ELMO, MINNESOTA



VICINITY MAP

SHEET INDEX

1. COVER
2. OVERALL SITE
3. SITE, UTILITY, GRADING & EROSION CONTROL PLAN
- 4-5. LANDSCAPE PLAN



BENCHMARKS	
1)	MN/DOT GSID Station #33653 (NYBECK MN163) - Top of Control Disk Elevation = 941.54 (NAVD 88).
2)	MN/DOT GSID Station #33601 (KRAFTHOFER MN163) - Top of Control Disk Elevation = 913.04 (NAVD 88).

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**CARLSON MCCAIN** ENGINEERING SURVEYING ENVIRONMENTAL  
3890 PHEASANT RIDGE DR NE SUITE 100 BLAINE, MN 55449  
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I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota  
Print Name: Brian J. Krystofiak, P.E.  
Signature: *Brian J. Krystofiak*  
Date: 05/03/24 License #: 25063

Drawn: JJO  
Designed: RJR  
Date: 05/03/24

Revisions:  
1. 05/30/24 - Per Owner Comments, Landscape Added  
2. 09/20/24 - Per City Comments  
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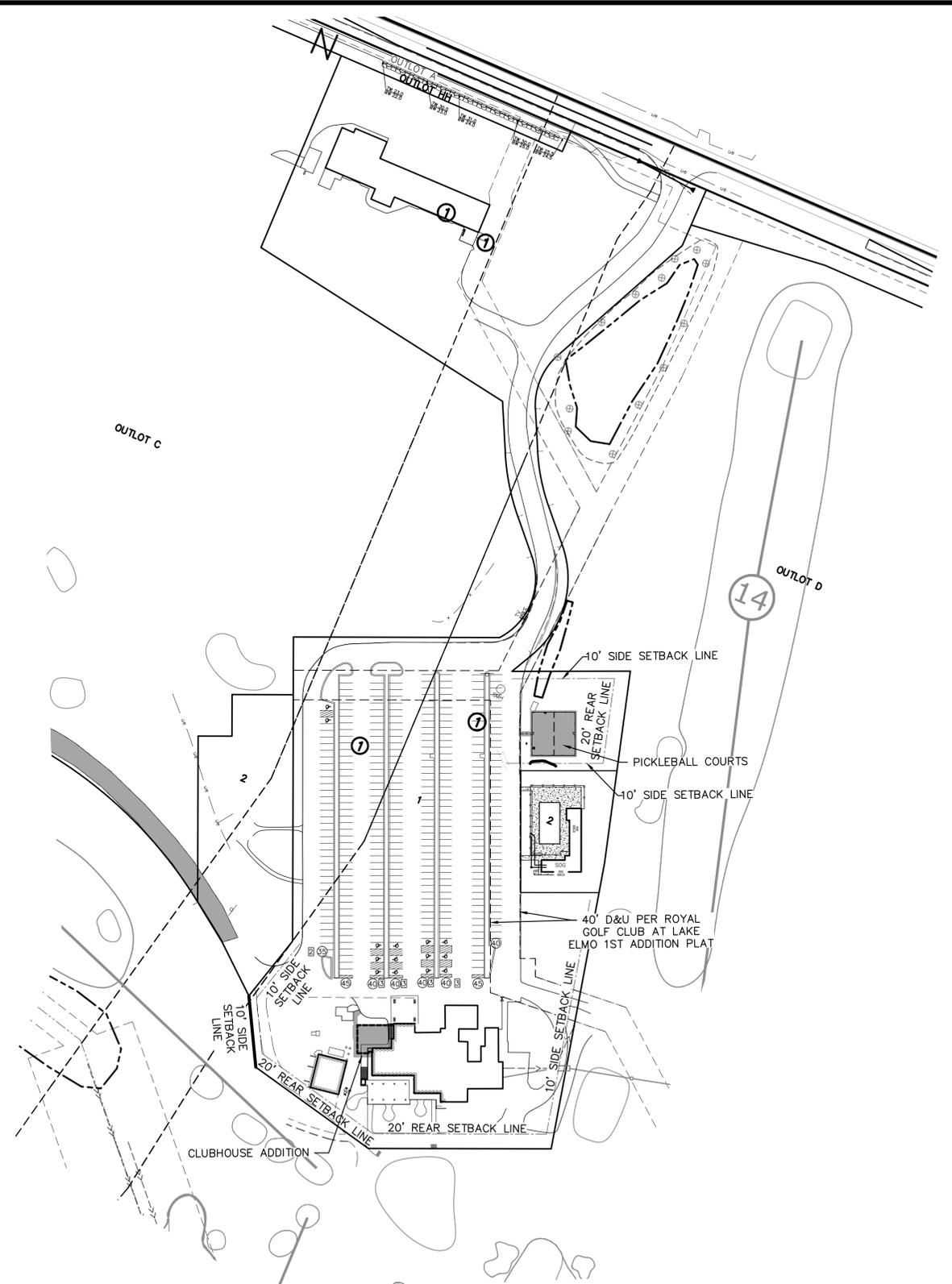
**THE ROYAL GOLF CLUB**  
11455 20th Street North  
Lake Elmo, MN 55042

**THE ROYAL GOLF CLUB AT LAKE ELMO - PICKLEBALL COURTS**  
Lake Elmo, MN

**COVER**

1 of 5

Save Date: 10/22/24 | F:\j089\6021 - 6040\6036 - tartan park\cad\engineering\final residential plans\additional rgc projects\pickleball courts\6036\_cover.dwg



	EXISTING	PROPOSED
PROPERTY LINE	---	---
OUTLOT LINE	---	---
LOT LINE	---	---
EASEMENT LINE	---	---
CURB LINE	---	---
BITUMINOUS	▭	▭
CONCRETE	▭	▭
SANITARY SEWER	---	---
STORM SEWER	---	---
WATER MAIN	---	---
OVERHEAD UTILITY	---	---
STORM CATCH BASIN	⊙	⊙
STORM MANHOLE	⊙	⊙
OUTLET CONTROL STRUCTURE	⊙	⊙
MANHOLE	⊙	⊙
HYDRANT	⊙	⊙
GATE VALVE	⊙	⊙
TELEVISION BOX	⊙	⊙
TELEPHONE BOX	⊙	⊙
UTILITY POLE	⊙	⊙
LIGHT POLE	⊙	⊙
RETAINING WALL	▬	▬
FENCE	▬	▬
10' CONTOUR	---	---
2' CONTOUR	---	---
SPECIFIED CONTOUR	---	---
FEMA FLOOD PLAIN	---	---
WETLAND LINE	---	---
SPOT ELEVATION	⊙	⊙
EMERGENCY OVERFLOW	⊙	⊙
SILT FENCE	---	---
TREE FENCE	---	---
TREELINE	---	---
SOIL BORING	⊙	⊙
TREE	⊙	⊙
TREE REMOVAL	⊙	⊙

**LOT 1 BLOCK 1 IMPERVIOUS CALCULATIONS  
(EXCLUDES PROPOSED PICKLEBALL COURTS):**

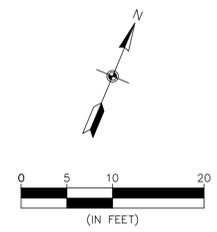
EXISTING IMPERVIOUS TO REMAIN	262,544 SF
NEW IMPERVIOUS (PICKLEBALL)	3,861 SF
NEW IMPERVIOUS (CLUBHOUSE)	2,114 SF
PERVIOUS	208,339 SF
TOTAL LOT AREA	476,858 SF
IMPERVIOUS %	56.31%

**CLUBHOUSE ADDITION USES:**

MAIN LEVEL	
OFFICE	367 SF
GOLF SIMULATORS	783 SF
HALLWAY/STORAGE/HVAC	519 SF
LOWER LEVEL	
RESTAURANT	2,113 SF
KITCHEN/OFFICE/JANITORIAL	1,617 SF

TOTAL PARKING SPACES - 339  
TOTAL HANDICAPPED SPACES - 14

⊙ DENOTES HANDICAPPED PARKING STALL  
⊙ DENOTES STANDARD PARKING STALL



BENCHMARKS	
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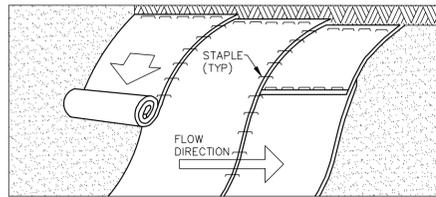
**OVERALL SITE**

Save Date: 10/29/24 | F:\p08\6021 - 6040\6036 - tartan park\cad\engineering\final residential plans\additional rgs\projects\pickleball courts\6036-pickleball.dwg

**NOTES**

1. CONCRETE SIDEWALK, 4" DEPTH 4000 PSI CONCRETE OVER 4" DEPTH CLASS 5 COMPACTED BASE, BROOM FINISH WITH EQUALLY SPACED CONTROL JOINTS NOT TO EXCEED 6' SPACING.
2. CONCRETE MAINTENANCE STRIP, 18" WIDE BY 6" DEPTH 4000 PSI CONCRETE OVER 4" DEPTH CLASS 5 COMPACTED BASE. INSTALL FENCE POSTS CENTERED WITHIN CONCRETE STRIP PRIOR TO POURING. PLACE 2 #3 REBAR CONTINUOUS ON EITHER SIDE OF FENCE POSTS, MAINTAINING 3" MINIMUM CLEAR FROM EDGE OF CONCRETE. BROOM FINISH AND PROVIDE CONTROL JOINTS AT EACH POST AND ALL CORNERS.
3. CONCRETE FOOTINGS, PROVIDE 18" DIAMETER BY 48" DEPTH CONCRETE FOOTINGS FOR CORNER POSTS, GATE POSTS AND NET POSTS. HOLD TOP OF FOOTING BELOW CONCRETE MAINTENANCE STRIP AND BITUMINOUS COURT PAVEMENT.
4. BITUMINOUS COURT PAVEMENT, 2.5" DEPTH TYPE SP 9.5 NON-RECYCLED (RAP-FREE) ASPHALT MIX OVER 8" CLASS 5 COMPACTED BASE.
5. ACRYLIC COURT SURFACING, INSTALL COURT SURFACING MIN 30 DAYS AFTER BITUMINOUS COURT PAVEMENT. INTERIOR COURT AREAS SHALL BE BLUE, OUTSIDE COURT AREAS SHALL BE GREEN, 2" STRIPING SHALL BE WHITE. SUBMIT COLOR CHART TO OWNER FOR FINAL SELECTION. SEE SHEET 4 FOR STRIPING DETAIL.
6. FENCING, 4' TALL GALVANIZED CHAINLINK FENCING WITH CONTINUOUS TOP AND BOTTOM RAIL. INSTALL TWO 42" WIDE GATES WITH HINGES / LATCH PER PLAN. PROVIDE 1.5" GAP BETWEEN BOTTOM OF CHAINLINK MESH AND CONCRETE. ALL POSTS SHALL BE INSTALLED TO 48" MIN. DEPTH. ALL INSTALLATION SHALL BE IN ACCORDANCE WITH ASTM AND INDUSTRY STANDARDS FOR CHAINLINK FENCING AND SHALL INCLUDE ALL FITTINGS, TENSION BANDS/BAR/WIRES, BRACES, CONNECTORS, POST CAPS, AND OTHER APPURTENANCES.
7. PICKLEBALL POSTS / NETS, PROVIDE AND INSTALL DOUGLAS 3" PREMIER ROUND PICKLEBALL POSTS W/ GALVANIZED GROUND SLEEVES AND 36" TALL BY 22' LONG NET.
8. PUBLIC EASEMENT FOR WATERMAIN, NO FIELD CHANGES SHALL BE MADE THAT WOULD RESULT IN AN ENCROACHMENT OF THIS EASEMENT AS NOTED IN THE PLANS.

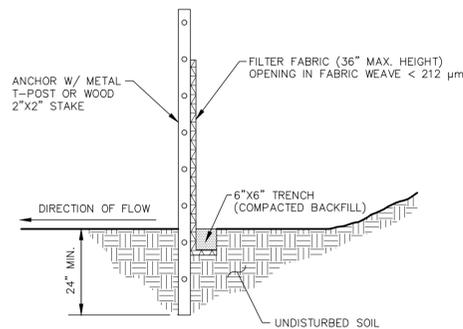
**EROSION CONTROL BLANKET**



**NOTES:**

1. PREPARE SOIL BEFORE INSTALLING BLANKETS, INCLUDING APPLICATION OF LIME, FERTILIZER AND/OR SEED.
2. BEGIN AT THE TOP OF THE SLOPE (OR CHANNEL) BY ANCHORING THE BLANKET IN A 6" DEEP X 6" WIDE TRENCH. BACKFILL AND COMPACT THE TRENCH AFTER STAPLING.
3. ROLL THE BLANKETS DOWN (STARTING DOWNSTREAM PROCEEDING UPSTREAM) HORIZONTALLY ACROSS THE SLOPE.
4. THE EDGES OF PARALLEL BLANKETS MUST BE STAPLED WITH A MINIMUM 4" OVERLAP.
5. WHEN BLANKETS MUST BE SPICED DOWN THE SLOPE, PLACE BLANKETS END OVER END (SHINGLE STYLE) WITH MINIMUM 6" OVERLAP. USE A DOUBLE ROW OF STAGGERED STAPLES 4" APART TO SECURE BLANKETS.
6. IN HIGH FLOW CHANNEL APPLICATIONS, A STAPLE CHECK SLOT IS RECOMMENDED AT 30 TO 40 FOOT INTERVALS. USE A ROW OF STAPLES 4" APART OVER ENTIRE WIDTH OF THE CHANNEL. PLACE A SECOND ROW 4" BELOW THE FIRST ROW IN A STAGGERED PATTERN.
7. THE TERMINAL ENDS OF THE BLANKETS MUST BE ANCHORED IN A 6" DEEP X 6" WIDE TRENCH. BACKFILL AND COMPACT THE TRENCH AFTER STAPLING.

**SILT FENCE**



**NOTES:**

1. DIG A 6"x6" TRENCH ALONG THE INTENDED SILT FENCE LINE.
2. DRIVE ALL ANCHOR POSTS INTO THE GROUND AT THE DOWNHILL SIDE OF THE TRENCH.
3. POSTS SHALL BE SPACED A MAXIMUM OF 6 FEET APART.
4. LAY OUT SILT FENCE ALONG THE UPHILL SIDE OF THE ANCHOR POSTS AND BACK FILL 6"x6" TRENCH.
5. SECURELY ATTACH SILT FENCE TO ANCHOR POSTS W/ MINIMUM OF THREE ATTACHMENTS PER POST.
6. SEE MNDOT SPECIFICATIONS 2573 & 3886.

EX. SERVICE (TYP).  
(ABANDON IF REQUIRED.)

REMOVE EXISTING PAVEMENT

EXISTING BIT. EDGE

EX. SERVICE (TYP).  
(ABANDON IF REQUIRED.)

DRAINAGE & UTILITY EASEMENT PER ROYAL GOLF CLUB AT LAKE ELMO 1ST ADDITION

EXISTING LOT  
PARKING LOT

OUTLOT D  
(OWNED BY HC GOLF COURSE)

1ST ADDITION  
POOL & FITNESS CENTER  
10' SIDE SETBACK LINE

EXISTING WETLAND

EX. 15" STORM OUTLET  
INV 924.66

PLACE SILT FENCE  
OR BIO-LOGS AT  
CONSTRUCTION LIMITS

OUTLOT D  
(OWNED BY HC GOLF COURSE)

1ST ADDITION  
POOL & FITNESS CENTER

20' REAR SETBACK LINE

+24.0 (MATCH)

+25.0

REMOVE EXISTING TREE

5' WIDE CONCRETE SIDEWALK (4" DEPTH)

REMOVE EXISTING TREE

REMOVE EXISTING TREE

PROTECT EXISTING TREE

EXISTING DRAIN TILE OUTLET

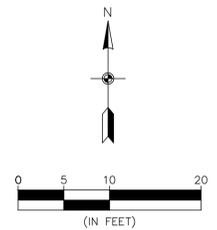
POOL & FITNESS CENTER

**LEGEND**

	EXISTING	PROPOSED
PROPERTY LINE	---	---
OUTLOT LINE	---	---
EASEMENT LINE	---	---
CURB LINE	---	---
BITUMINOUS	---	---
CONCRETE	---	---
SANITARY SEWER	---	---
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EMERGENCY OVERFLOW	---	---
SILT FENCE	---	---
TREE FENCE	---	---
TREE FENCE	---	---
TREELINE	---	---
SOIL BORING	---	---
TREE	---	---
TREE REMOVAL	---	---
	CONIFEROUS	DECIDUOUS

**TREE REMOVAL SCHEDULE**

TAG #	SIZE (DBH)	SPECIES	CONDITION
1973	10	SCOTCH PINE	GOOD
1974	14	SCOTCH PINE	GOOD
TOTAL DBH REMOVED = 24 INCHES			



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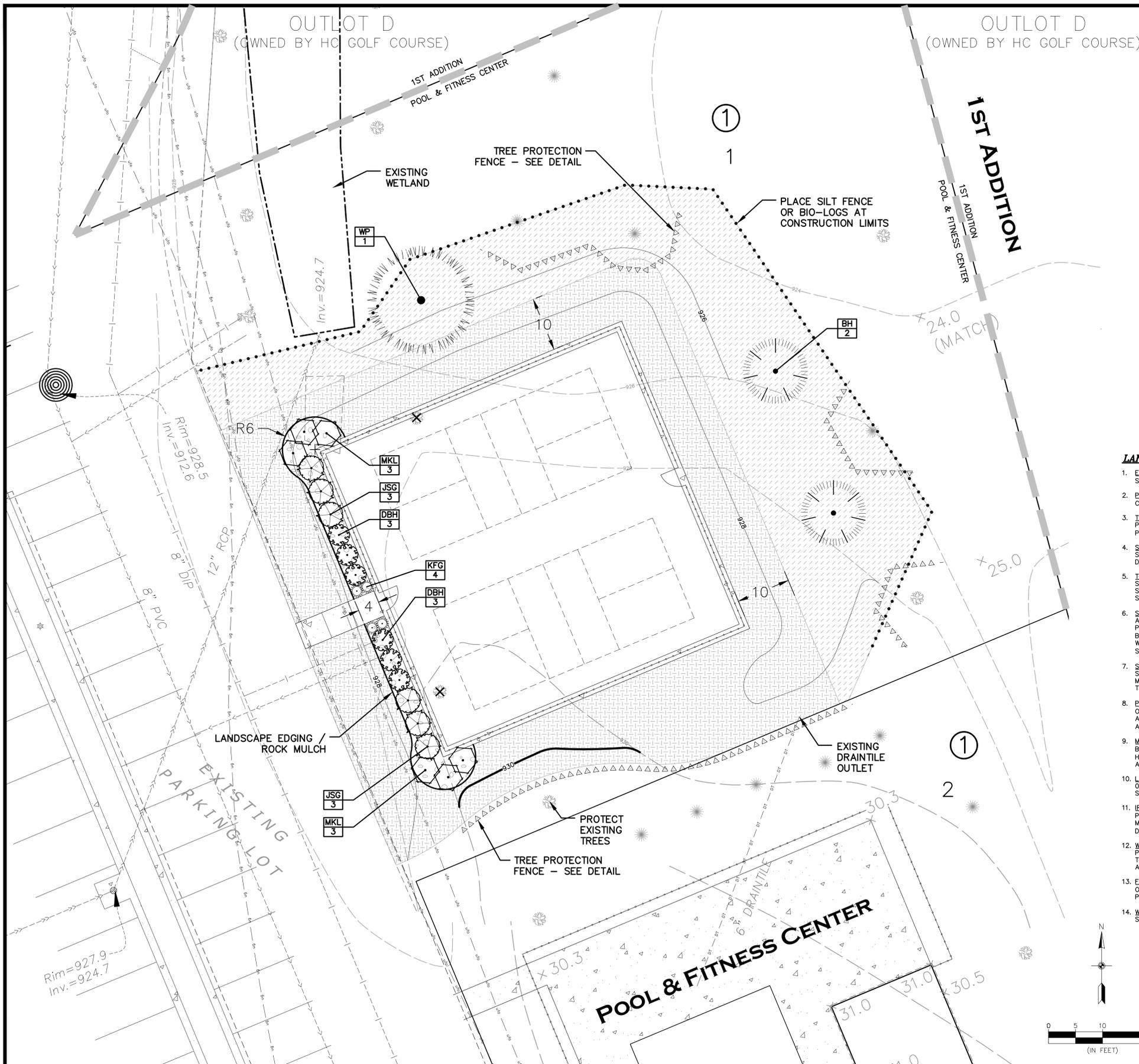
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**SITE, UTILITY & GRADING & EROSION CONTROL PLAN**

3 of 5



**PLANT SCHEDULE**

SYMBOL	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER
<b>CONIFEROUS TREES</b>						
	BH	2	Picea glauca densata	Black Hills Spruce	6' Ht.	B&B
	WP	1	Pinus strobus	White Pine	6' Ht.	B&B
<b>SHRUBS</b>						
	DBH	6	Diervilla lonicera	Dwarf Bush Honeysuckle	#5 Cont.	
	MKL	6	Syringa patula 'Miss Kim'	Miss Kim Lilac	#5 Cont.	
<b>EVERGREEN SHRUBS</b>						
	JSG	6	Juniperus chinensis 'Sea Green'	Sea Green Juniper	#5 Cont.	
<b>GRASSES</b>						
	KFG	4	Calamagrostis x acutiflora 'Karl Foerster'	Feather Reed Grass	#3 Cont.	
<b>GROUND COVERS</b>						
	ROCK	352 sf	Rock Mulch Non-Woven Geotextile Incidental	1.5' Trap Rock Mulch	4' Depth	
	SOD	3,334 sf	Turf Sod Bluegrass	Kentucky Bluegrass	sod	
	TIV	3,073 sf	Type IV - Native Seed Mix Refer to notes for acceptable seeding methods. Seeding Rate 50.0 lb/ac	MnDOT Seed Mix 35-241	seed	

**LANDSCAPE PLAN NOTES**

- EXISTING CONDITIONS.** CONTRACTOR SHALL VERIFY EXISTING CONDITIONS PRIOR TO BIDDING AND CONSTRUCTION START. ANY DISCREPANCIES FOUND THAT AFFECT THE WORK SHALL BE REPORTED TO THE OWNER/LANDSCAPE ARCHITECT FOR CLARIFICATION PRIOR TO BIDDING OR APPROVING ANY ADDITIONAL WORK REQUIRED.
- PLAN QUANTITIES.** CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING ALL MATERIAL QUANTITIES PER PLAN. MATERIAL SCHEDULES ARE PROVIDED SOLELY FOR CONTRACTOR'S CONVENIENCE.
- TREE PROTECTION.** ALL TREES NOT SPECIFICALLY NOTED OR MARKED ON SITE FOR REMOVAL SHALL REMAIN PROTECTED AND UNDISTURBED DURING CONSTRUCTION. TREE PROTECTION SHALL EXTEND TO THE DRIP LINE, WITHIN WHICH NO CONSTRUCTION ACTIVITY, MATERIAL STORAGE, OR VEHICLE PARKING SHALL BE PERMITTED. TREE PROTECTION FENCING AND/OR SILT FENCING SHALL BE ERECTED PRIOR TO CONSTRUCTION START.
- SOIL PREPARATION.** EXISTING TOPSOIL SHALL BE STRIPPED FROM ALL DISTURBED AREAS AND STOCKPILED IN AN APPROVED LOCATION FOR RE-SPREAD. ALL AREAS WHERE SOIL HAS BEEN COMPACTED BY CONSTRUCTION ACTIVITY AND THAT ARE INDICATED TO BE SODDED, SEEDING OR PLANTING BED SHALL BE DE-COMPACTED TO A MINIMUM DEPTH OF 12 INCHES BY SOIL RIPPING, TILLING OR OTHER APPROVED SOIL LOOSENING METHOD.
- TOPSOIL MATERIAL.** ALL EXISTING, AMENDED OR IMPORTED TOPSOIL SHALL MEET THE REQUIREMENTS OF MNDOT TOPSOIL TYPE A. A MINIMUM 6 INCH DEPTH OF TOPSOIL SHALL BE PLACED ON ALL AREAS TO BE SODDED OR SEEDING. A MINIMUM 12 INCH DEPTH OF TOPSOIL SHALL BE PLACED WITHIN ALL PLANTING BED AREAS. ALL TOPSOIL SHALL BE FINE GRADED, RAKED AND DRAGGED TO PROVIDE A SMOOTH, UNIFORM SURFACE. TOPSOIL GRADES SHALL BE WITHIN .1 FEET OF INDICATED FINISHED GRADE AND SHALL BE TRUE TO GRADIENTS SHOWN ON PLANS.
- SEEDING AND TURF ESTABLISHMENT.** CONTRACTOR SHALL OBTAIN OWNER/LANDSCAPE ARCHITECT'S APPROVAL OF FINAL GRADES AND TOPSOIL PREP PRIOR TO SEEDING. APPLY 12-12 GRANULAR STARTER FERTILIZER AT A RATE OF 250 LBS PER ACRE PRIOR TO SEEDING. SEEDS SHALL BE SOWN IN 2 PERPENDICULAR PASSES, EACH PASS AT ONE-HALF THE INDICATED RATE, VIA BROADCAST SPREADER, DROP SEEDER OR DRILL SEEDER. FOLLOWING SEED APPLICATION, INSTALL TYPE 3N EROSION CONTROL BLANKET ON ALL SLOPES GREATER THAN 4:1. IN ALL OTHER AREAS, APPLY HYDROMULCH COVER (MUST BE A SEPARATE OPERATION FROM SEEDING) AT A TARGETED DRY WEIGHT RATE OF 3500 LBS PER ACRE. SOIL SHALL BE KEPT MOIST DURING ESTABLISHMENT WITH ADDITIONAL RE-SEEDING AS NECESSARY TO ACHIEVE A HEALTHY, UNIFORM STAND OF GRASS, FREE OF WEEDS AND WITH COVERAGE EXCEEDING 75% IN ANY 10'x10' AREA PRIOR TO FINAL ACCEPTANCE.
- SODDING.** CONTRACTOR SHALL OBTAIN OWNER/LANDSCAPE ARCHITECT'S APPROVAL OF FINAL GRADES AND TOPSOIL PREP PRIOR TO SODDING. APPLY 12-12 GRANULAR STARTER FERTILIZER AT A RATE OF 250 LBS PER ACRE PRIOR TO SODDING AND ROLL TOPSOIL TO CREATE A UNIFORM SURFACE FOR LAYING SOD. SOD SHALL NOT BE CUT MORE THAN 24-HOURS IN ADVANCE OF INSTALLATION. CONTRACTOR SHALL KEEP SOD MOIST FOR A MINIMUM OF 30 DAYS AND SHALL BE RESPONSIBLE FOR MAINTAINING THE SOD UNTIL FINAL ACCEPTANCE.
- PLANT MATERIAL.** ALL PLANTING STOCK SHALL CONFORM TO THE "AMERICAN STANDARD FOR NURSERY STOCK," ANSI-Z60, LATEST EDITION, OF THE AMERICAN ASSOCIATION OF NURSERYMEN, INC. AND SHALL CONSTITUTE MINIMUM QUALITY REQUIREMENTS FOR PLANT MATERIALS. OWNER/LANDSCAPE ARCHITECT RESERVE THE RIGHT TO REJECT ANY PLANTS WHICH ARE DEEMED UNSATISFACTORY BEFORE, DURING, OR AFTER INSTALLATION. NO SUBSTITUTION OF PLANT MATERIAL SHALL BE ACCEPTED UNLESS APPROVED IN WRITING BY THE OWNER/LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.
- MULCH MATERIAL.** ROCK MULCH AS INDICATED ON PLANS. ALL MULCH SHALL BE CLEAN AND FREE OF NOXIOUS WEEDS, SOIL, OR OTHER DELETERIOUS MATERIAL, AND SHALL BE INSTALLED OVER A NON-WOVEN GEOTEXTILE FABRIC (INCIDENTAL) OR OTHER APPROVED WEED BARRIER TO A MINIMUM SETTLED DEPTH OF 4". DOUBLE SHREDDED HARDWOOD MULCH SHALL BE PLACED AROUND INDIVIDUAL TREES TO A 4" MINIMUM DIAMETER. MULCH SHALL BE HELD BACK FROM PLANT STEMS/TRUNKS A MINIMUM OF 3". AND SHALL BE INSTALLED WITHIN 48-HOURS OF PLANT INSTALLATION.
- LANDSCAPE EDGING.** INSTALL LANDSCAPE EDGING BETWEEN ALL MULCH AREAS AND TURF. EDGING SHALL BE COMMERCIAL GRADE BLACK POLYETHYLENE OR VINYL EDGING, 0.1 INCH THICK BY 5 INCHES DEEP, V-LIPPED BOTTOM, HORIZONTALLY GROOVED, 1-INCH ROUND TOP, EXTRUDED IN STANDARD LENGTHS, WITH 9-INCH STEEL ANGLE STAKES.
- IRRIGATION.** COORDINATE WITH OWNER FOR IRRIGATION DESIGN. FURNISH AND INSTALL A COMPLETE UNDERGROUND IRRIGATION SYSTEM FROM APPROVED POINT(S)-OF-CONNECTION WITHIN THE SITE COVERING ALL TURF AND PLANTING AREAS AS SHOWN ON THE LANDSCAPE PLAN. INCLUDES AS-BUILT DRAWINGS, SYSTEM MANUALS, 1-YEAR MAINTENANCE PERIOD INCLUDING 1 FALL WINTERIZATION AND 1 SPRING START-UP. IRRIGATION PLANS TO BE PREPARED BY A QUALIFIED IRRIGATION DESIGNER AND SUBMITTED TO OWNER/LANDSCAPE ARCHITECT FOR APPROVAL.
- WATERING.** UPON ESTABLISHMENT OF SEED AND INSTALLATION OF PLANTS, CONTRACTOR SHALL MAINTAIN A WATERING SCHEDULE WHICH WILL THOROUGHLY WATER ALL PLANTS AND TURF AREAS A MINIMUM OF ONCE A WEEK. MORE FREQUENT WATERING MAY BE REQUIRED DURING PERIODS OF HOT, DRY WEATHER. CONTRACTOR SHALL MAKE THE NECESSARY ARRANGEMENTS FOR WATER. IN THE ABSENCE OF PERMANENT IRRIGATION, TEMPORARY IRRIGATION, TREE WATERING BAGS, OR HAND-WATERING ARE ACCEPTABLE.
- FINAL ACCEPTANCE.** UPON SUBSTANTIAL COMPLETION OF THE WORK, CONTRACTOR SHALL REQUEST FINAL ACCEPTANCE OF THE WORK IN WRITING BY THE OWNER/LANDSCAPE ARCHITECT. IF ANY WORK IS FOUND TO BE INCOMPLETE OR UNSATISFACTORY IN THE OPINION OF THE OWNER/LANDSCAPE ARCHITECT, A WRITTEN PUNCH LIST WILL BE PREPARED LISTING ALL ITEMS THAT REQUIRE COMPLETING OR CORRECTING BEFORE FINAL ACCEPTANCE.
- WARRANTY.** ALL PLANTS, MATERIALS AND WORKMANSHIP SHALL BE GUARANTEED FOR TWO (2) YEARS FROM THE DATE OF FINAL ACCEPTANCE, UNLESS OTHERWISE SPECIFIED. THE GUARANTEE SHALL COVER THE FULL COST OF REPLACEMENT INCLUDING LABOR AND MATERIAL.

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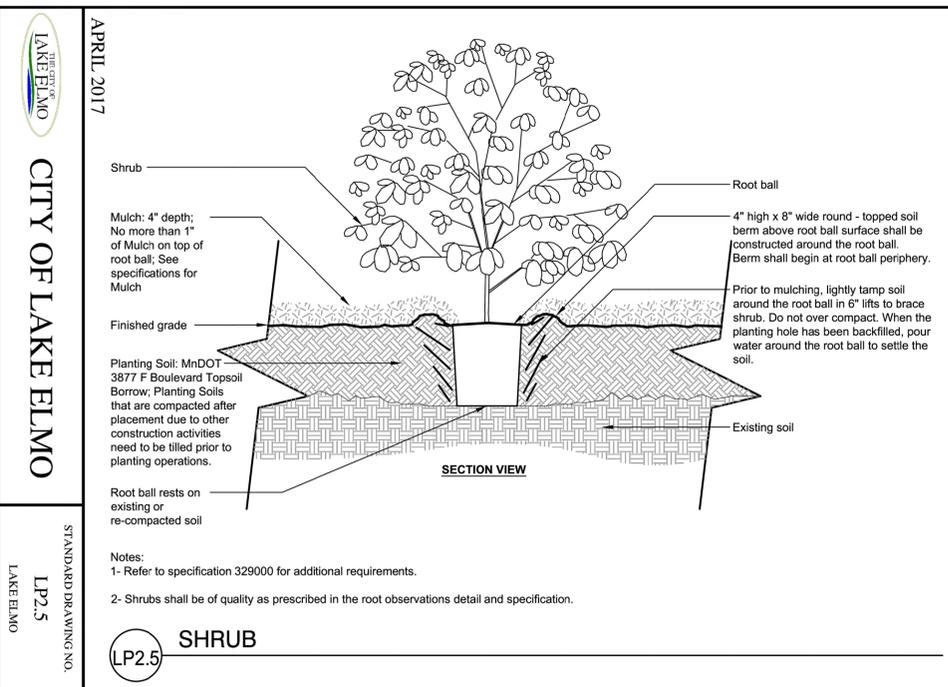
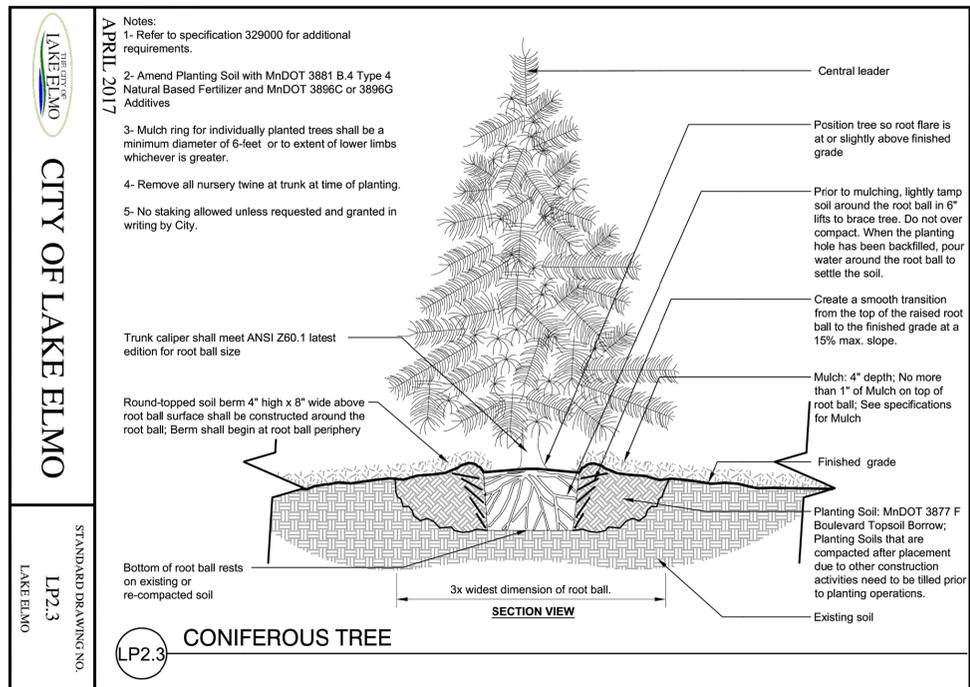
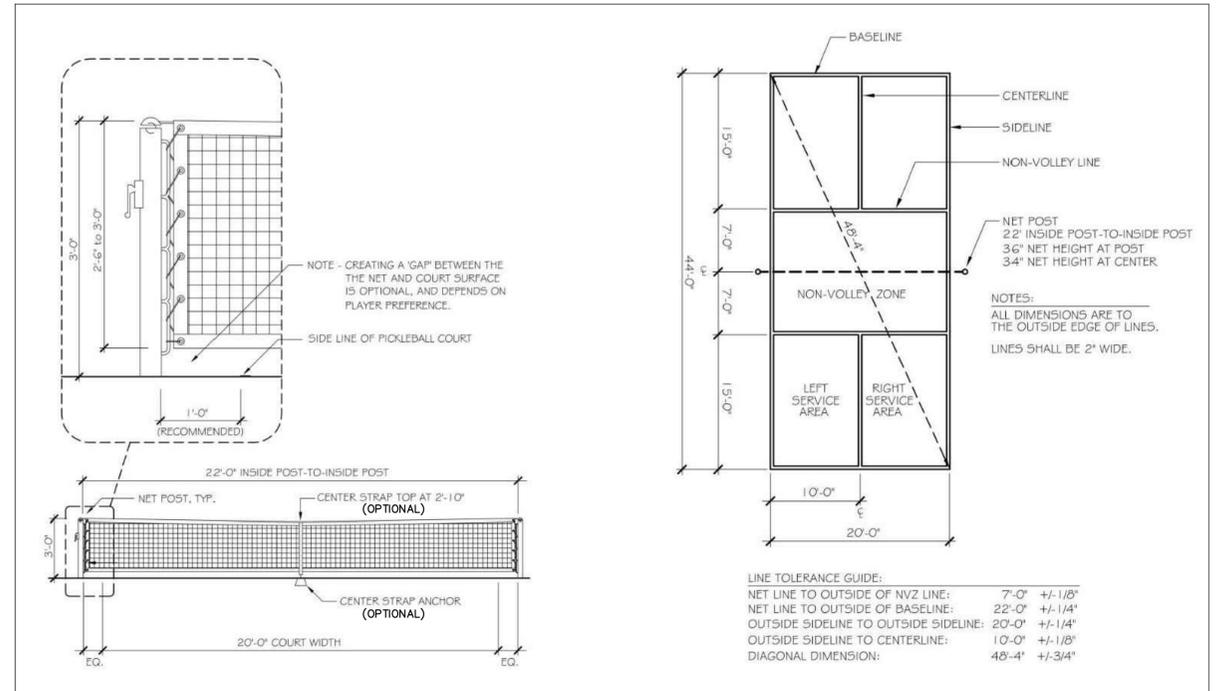
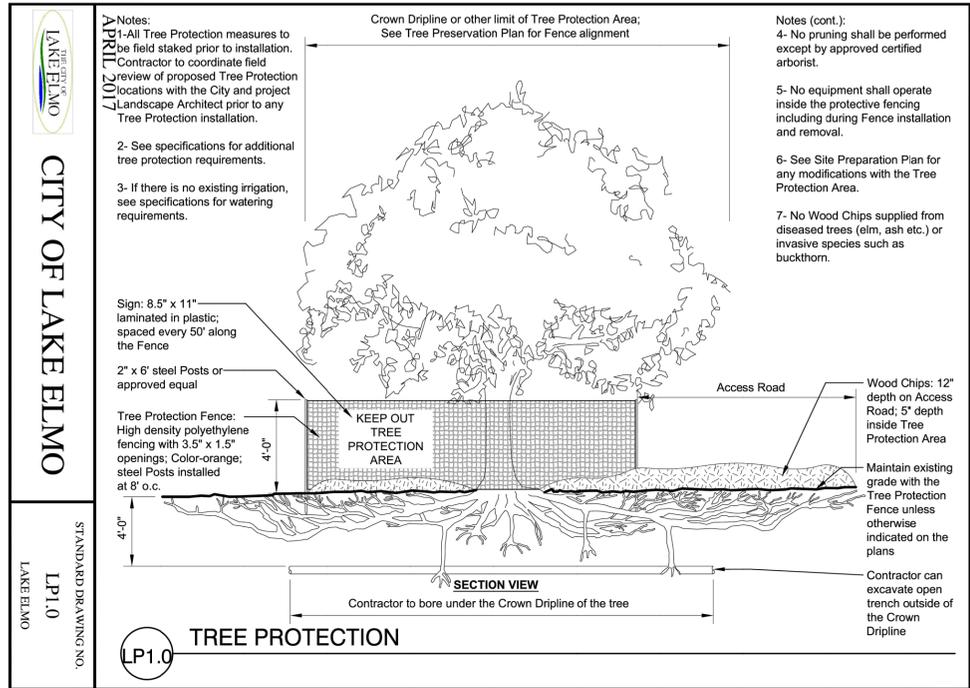
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**LANDSCAPE PLAN**



**STANDARD PLAN NOTES**  
**LANDSCAPE PLANS**

- Contractor must contact Gopher State One Call 811 ([www.gopherstateonecall.org](http://www.gopherstateonecall.org)) prior to tree staking and planting operations to verify underground utilities. Where private utilities exist on-site the Contractor is required to have those located as well.
- Plant materials shall meet American Standard for Nursery Stock: ANSI Z60.1, latest edition.
- No plant substitutions shall be made without the prior written authorization from the City.
- All tree locations to be field staked prior to installation. Contractor to coordinate field review of proposed tree locations with the City and Project Landscape Architect prior to any tree installation.
- All plants shall be planted immediately upon arrival to project site. No plant material is to be left overnight on the project site without being installed unless written approval by City.
- All trees, shrubs, perennials, turf lawn and native seeding to have a two-year warranty beginning upon written acceptance by the City. Defective plants as determined by the City shall be replaced within 30 days of notice during the growing season, and replacement materials shall receive the same two year warranty until plants are successfully established.
- Contractor to protect and maintain all plantings and plant beds, including protection from wildlife, weeding, re-mulching, fertilization, irrigation and all other typical forms of horticultural care until the end of the warranty period as determined and approved by City.
- All plants installed and maintained on City property shall be in accordance with City of Lake Elmo Bee-Safe Resolution No. 2015-13.
- An irrigation system or other water supply adequate to support the specified plant materials shall be provided.

APRIL 2017

**CITY OF LAKE ELMO**

STANDARD DRAWING NO. LP2.0  
 LAKE ELMO

**CARLSON MCCAIN**  
 ENGINEERING SURVEYING ENVIRONMENTAL  
 3890 PHEASANT RIDGE DR NE  
 SUITE 100  
 BLAINE, MN 55449  
 TEL 763.489.7900  
 FAX 763.489.7959  
 CARLSONMCCAIN.COM

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Landscape Architect under the laws of the State of Minnesota  
 Print Name: Ryan J. Ruttger, RLA  
 Signature: *[Signature]*  
 Date: 05/03/24 License #: 56346

Drawn: RJR  
 Designed: RJR  
 Date: 05/03/24

Revisions:  
 1. 05/30/24 - Per Owner Comments, Landscape Added  
 2. 09/20/24 - Per City Comments  
 3. 10/22/24 - Per Owner Comments

**THE ROYAL GOLF CLUB**  
 11455 20th Street North  
 Lake Elmo, MN 55042

**THE ROYAL GOLF CLUB AT LAKE ELMO - PICKLEBALL COURTS**  
 Lake Elmo, MN

**DETAILS**

## Written Statements

### **A. Contact Information:**

Owner of Record: Royal Golf Club, LLC, a Minnesota limited liability company. 11455 20<sup>th</sup> Street North, Lake Elmo, MN 55042, Phone: 651-505-9051

Authorized Agents/Representatives: John Parsons, 11455 20<sup>th</sup> Street North, Lake Elmo, MN 55042, Phone: 651-505-9051

Engineer: Carlson McCain, attn: Brian Kystofiak, 3890 Pheasant Ridge Drive NE, Suite 100, Blaine, MN 55449, Phone: 763-489-7905

Surveyor: Carlson McCain, attn: Justin Olson, 3890 Pheasant Ridge Drive NE, Suite 100, Blaine, MN 55449, Phone: 763-489-7942

### **B. Site Data:**

The Property address is 11441 20<sup>th</sup> Street North, Lake Elmo, MN 55042. The current zoning of the Property is Golf Course Community. The Property is approximately 10.9 acres (476,865 SF). The PID is 25.029.21.12.0010. The current legal description is Outlot D, The Royal Golf Club at Lake Elmo, Washington County, MN.

### **C. Narrative Regarding the history of the Property (current and past uses) and any pre-application discussions with staff:**

The Property was originally a 475-acre parcel owned by the 3M Company. It had a golf course, tennis courts, softball fields, archery range, etc., for private use by its employees. It was purchased by the present Owners predecessors (H.C. Golf land, LLC) in 2016, and was subsequently conveyed to the present Owners in 2023. The previous owners built a Arnold Palmer/Annika Sorenstam designed golf course and received approval of 291 homes. In 2023, the original pool and fitness center was relocated from the west side of the Clubhouse parking lot to the east side of the parking lot.

### **D. Proposed Uses:**

- i. The proposal is to construct an outdoor recreational space to be located to the north of the existing Pool and Fitness Center, between Hole 14 of the Golf Course and the existing parking lot. The new outdoor recreational space will be approximately 3,861 square feet. The outdoor recreational space will include pickleball courts and will be utilized by members of the Royal Golf Club. The proposed outdoor recreational space will create additional recreational opportunities for members of the Club. With the proposed outdoor recreational space, there should be no affect on current traffic circulation or congestion, nor will it have any effects on existing natural areas on the Property or in the vicinity. The outdoor recreational space will not include any new lighting on the property.

- ii. The outdoor recreational space will be utilized by members of the Royal Golf Club. The outdoor recreational space will not require additional staffing at this time, and will be utilized during normal Golf Club business hours. The outdoor recreational space will not have a dedicated food service, particularly with its proximity to the Clubhouse.

**E. Justification:**

- i. **The proposed use will not be detrimental to or endanger the public health, safety, comfort, convenience or general welfare of the neighborhood or City.**

The proposed outdoor recreational space will not be detrimental to the existing facility, nor will it be detrimental to the nearby residents as it will provide additional recreational opportunities for members.

- ii. **The use or development conforms to the City of Lake Elmo Comprehensive Plan.**

The use falls in line with the City of Lake Elmo's Comprehensive Plan and is compatible with the neighborhood. It is similar and common place to many developments.

- iii. **The use or development is compatible with the existing neighborhood.**

The new outdoor recreational space will provide for additional healthy opportunities, which combined with the golf, swimming pool, fitness center and walking trails accent the healthy, active lifestyle at the Royal Golf Club.

- iv. **The proposed use meets all specific development standards.**

The proposed use meets the specific development standards of Article IX of the Zoning Code. Specifically, the outdoor recreational space will not generate substantial traffic to the property, and two entry points to the facility shall be provided.

- v. **If the proposed use is in a floodplain management or shore land area, the proposed use meets all the standards.**

The proposed use does not sit in any flood plain or Shoreland district.

- vi. **The proposed use will be designed, constructed, operated, and maintained so it will not change the essential character of that area.**

The architecture will conform with and complement the existing Clubhouse and Pool and Fitness Center located on the property.

- vii. **The proposed use will not be hazardous or create a nuisance to existing or future neighboring structures.**

The proposed use will not be hazardous or detrimental to its surroundings, nor will it create a nuisance to existing or future neighboring structures. Additional noise resulting from the pickleball courts will be mitigated by use of wind nets attached to the fencing around the perimeter of the pickleball courts as well as additional trees where applicable.

- viii. The proposed use will be served adequately by essential public facilities and services, including streets police and fire protection, drainage structures refuse disposal, water and sewer systems and schools or will be served adequately by such facilities and services provided by the persons or agencies responsible for the establishment of the proposed use.**

The proposed use will be adequately served by all existing public services as has the existing property for several years.

- ix. The proposed use will not create excessive additional requirements at public cost for public facilities and services and will not be detrimental to the economic welfare of the community.**

The proposed use will not create any excessive or additional costs to the City, its infrastructure or affect the economic welfare of the community.

- x. The proposed use will not involve uses, activities, processes, materials equipment, and conditions of operation that will be detrimental to any persons, property or the general welfare because of excessive production of traffic, noise, smoke, fumes, glare, or odors.**

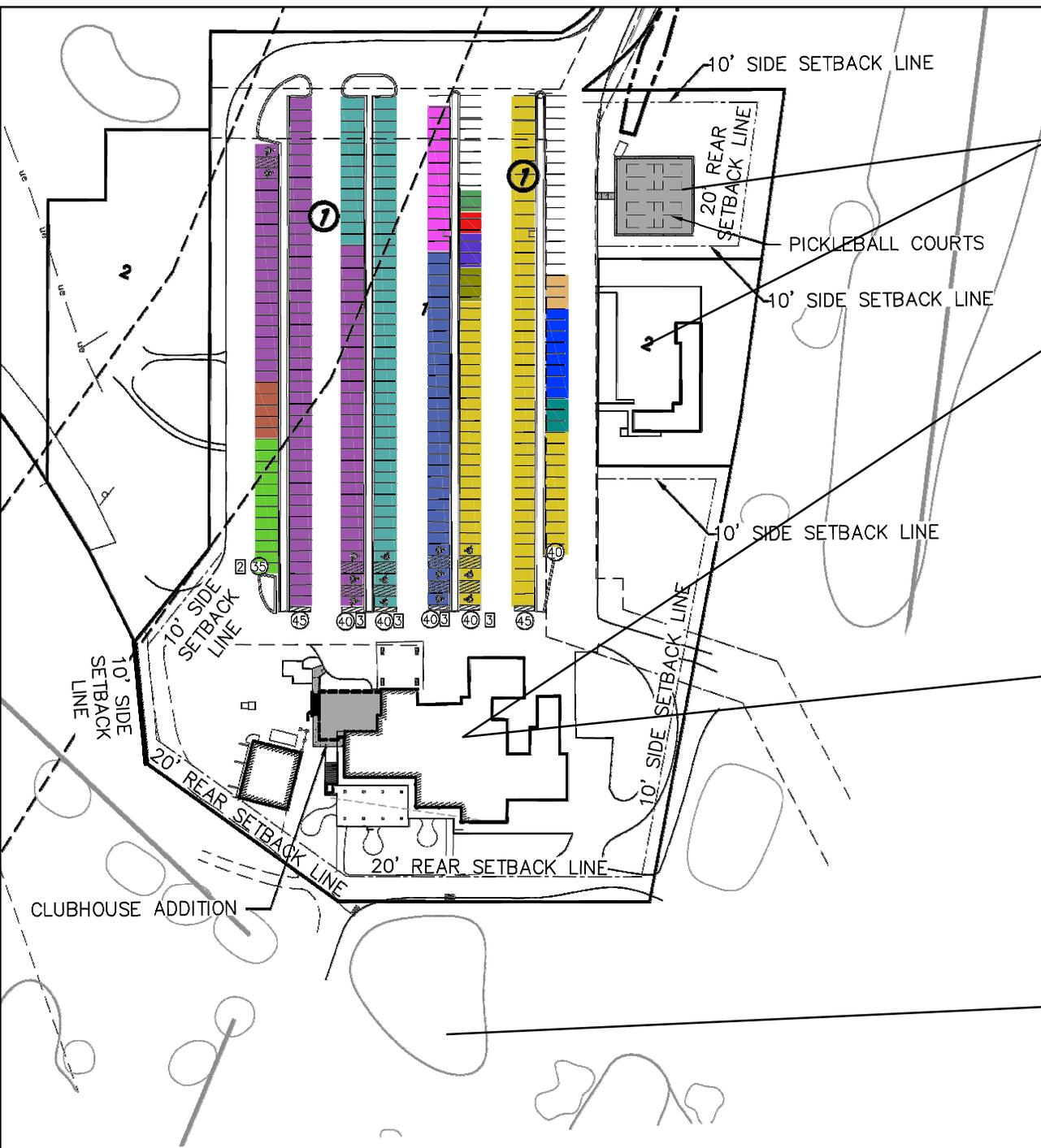
The proposed use, nor its operation, will have an adverse effect on personal property, their value, nor contribute any excessive traffic, noise, air pollutants, glare or odor. The purpose of the proposed use is to create additional space for more efficient operations of the existing property, as well as to add additional healthy opportunities for its members.

- xi. Vehicular approaches to the property will not create traffic congestion or interfere with traffic on surrounding public thoroughfares.**

The proposed use will not present any traffic congestion nor interfere with any traffic issues on the surrounding public streets. The proposed use is for the members of the existing Club, a majority of whom reside in the surrounding development in which they have the option to walk to the facility or utilize their golf carts, neither of which contributes to automobile traffic and thus, is environmental friendly.

- xii. The proposed use will not result in the destruction, loss, or damage of a natural or scenic features of major importance.**

The proposed use will not damage nor impact any natural or scenic features.



NOTE: (MEMBERS) INCLUDES A 20% REDUCTION FOR LOCAL RESIDENTS WALKING OR USING TRANSPORTATION OTHER THAN THEIR CAR

**OUTDOOR AMENITY**

FITNESS (MEMBER) █ = 3 STALLS  
 991 S.F. AT 1/250 = 4 STALLS X 0.8 = 3 STALLS  
 POOL (MEMBER) █ = 8 STALLS  
 1,568 S.F. AT 1/150 = 10 STALLS X 0.8 = 8 STALLS  
 PICKLEBALL COURTS (MEMBER) █ = 3 STALLS  
 2 COURTS AT 2/COURT = 4 STALLS X 0.8 = 3 STALLS  
14 STALLS

**CLUB HOUSE MAIN FLOOR**

INDOOR DINING (MEMBERS) █ = 12 STALLS  
 44 SEATS AT 1/3 = 15 STALLS X 0.8 = 12 STALLS  
 OFFICE █ = 5 STALLS  
 1,659 S.F. AT 3/1000 = 5 STALLS  
 EVENT SPACE █ = 102 STALLS  
 4,570 S.F. AT 1/15 = 305 MAX OCC.  
 305 AT 1/3 = 102 STALLS

OUTDOOR EVENT SPACE █ = 160 STALLS  
 2,405 S.F. AT 1/15 = 160 MAX OCC.  
 160 AT 1/3 = 53 STALLS  
160 STALLS

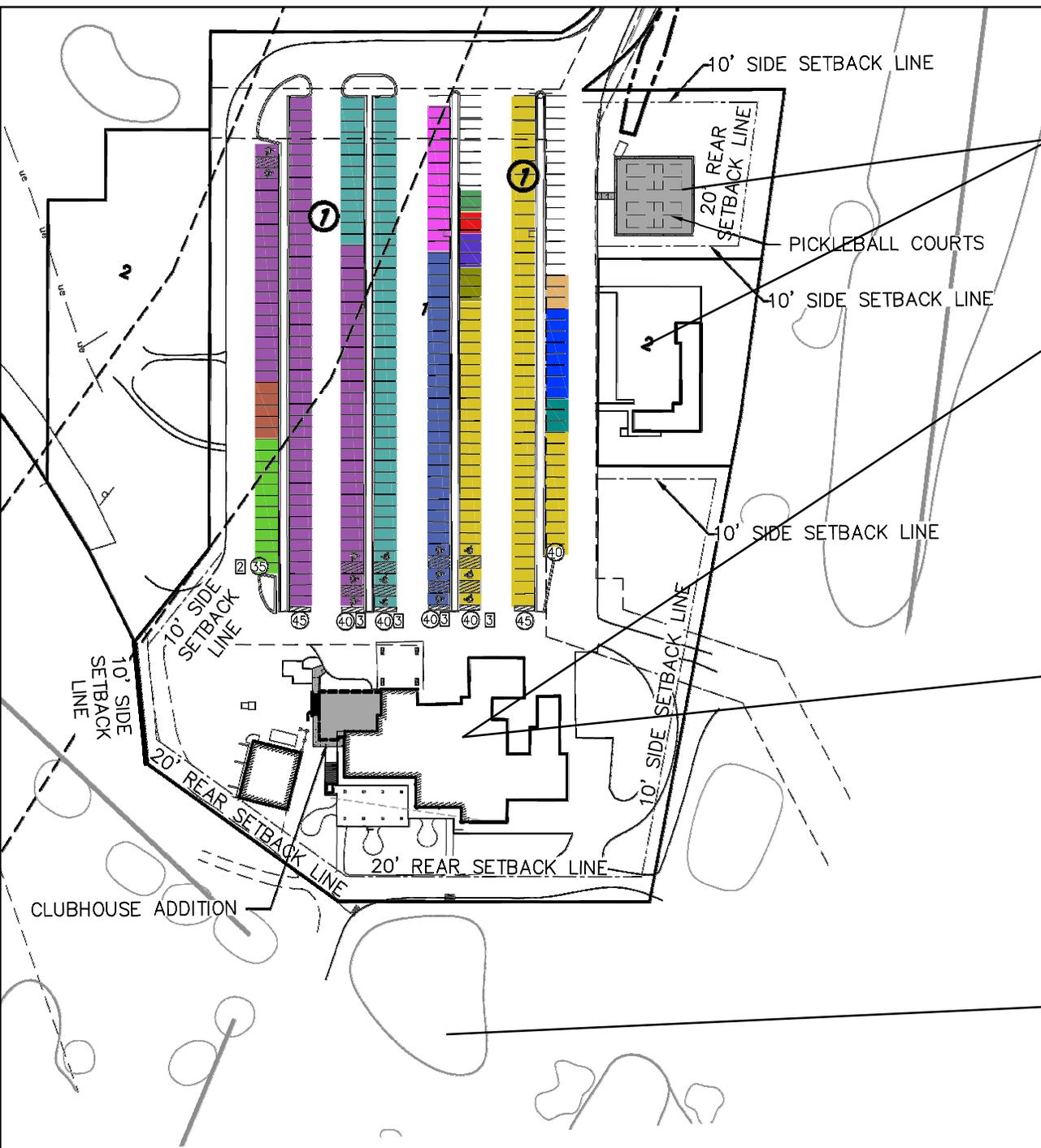
**CLUB HOUSE LOWER FLOOR**

INDOOR DINING (MEMBERS) █ = 26 STALLS  
 100 SEATS AT 1/3 = 33 STALLS X 0.8 = 26 STALLS  
 OUTDOOR DINING (MEMBER) █ = 13 STALLS  
 48 SEATS AT 1/3 = 16 STALLS X 0.8 = 13 STALLS  
 PRO SHOP (MEMBER) █ = 3 STALLS  
 1,115 S.F. AT 1/250 = 4 STALLS X 0.8 = 3 STALLS  
 MEN MEMBER LOUNGE (MEMBER) █ = 3 STALLS  
 1,115 S.F. AT 1/300 = 4 STALLS X 0.8 = 3 STALLS  
 WOMEN MEMBER LOUNGE (MEMBER) █ = 2 STALLS  
 483 S.F. AT 1/300 = 2 STALLS X 0.8 = 2 STALLS  
 ADMINISTRATION █ = 2 STALLS  
 607 S.F. AT 3/1,000 = 2 STALLS  
49 STALLS

**GOLF** █ = 72 STALLS  
 (MEMBERS)  
 18 HOLES AT 5/HOLE = 90 STALLS X 0.8 = 72 STALLS  
72 STALLS

295 STALLS REQUIRED  
 339 STALLS PROVIDED

ACCESSIBLE REQUIREMENT FOR 339 = 8 STALLS  
 (14) PROVIDED



NOTE: (MEMBERS) INCLUDES A 20% REDUCTION FOR LOCAL RESIDENTS WALKING OR USING TRANSPORTATION OTHER THAN THEIR CAR

**OUTDOOR AMENITY**

FITNESS (MEMBER) █  
 991 S.F. AT 1/250 = 4 STALLS X 0.8 = 3 STALLS  
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 PICKLEBALL COURTS (MEMBER) █  
 2 COURTS AT 2/COURT = 4 STALLS X 0.8 = 3 STALLS  


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 14 STALLS

**CLUB HOUSE MAIN FLOOR**

INDOOR DINING (MEMBERS) █  
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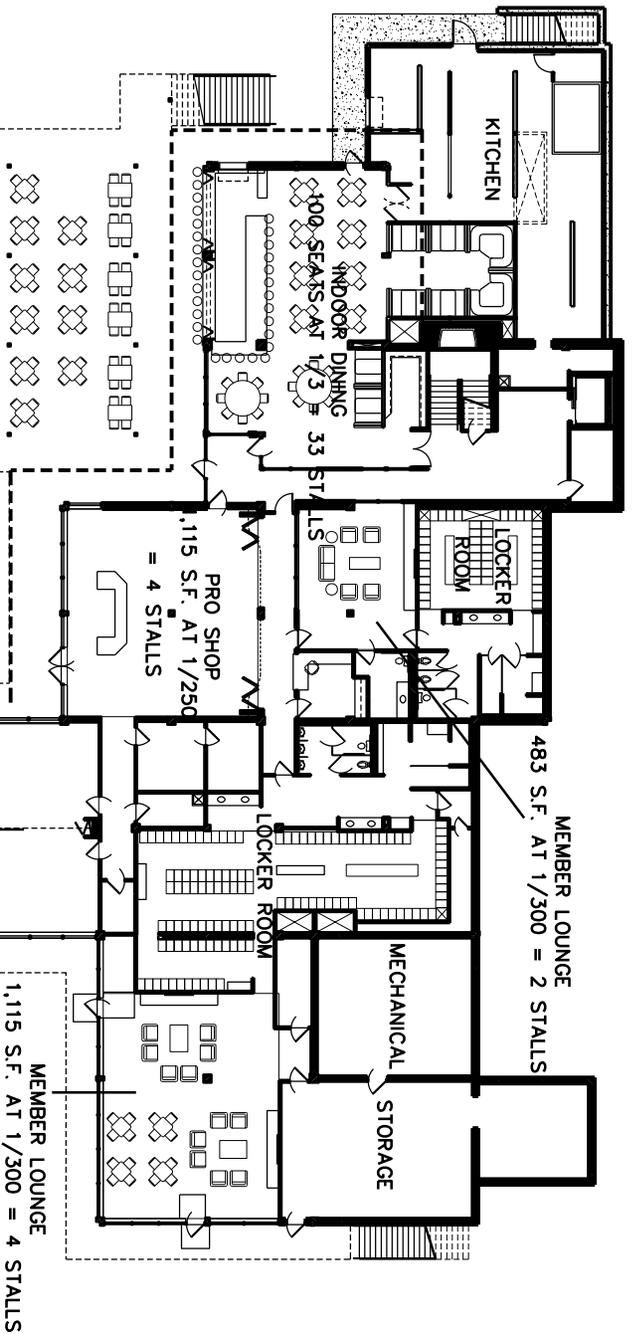

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 72 STALLS

295 STALLS REQUIRED  
 339 STALLS PROVIDED

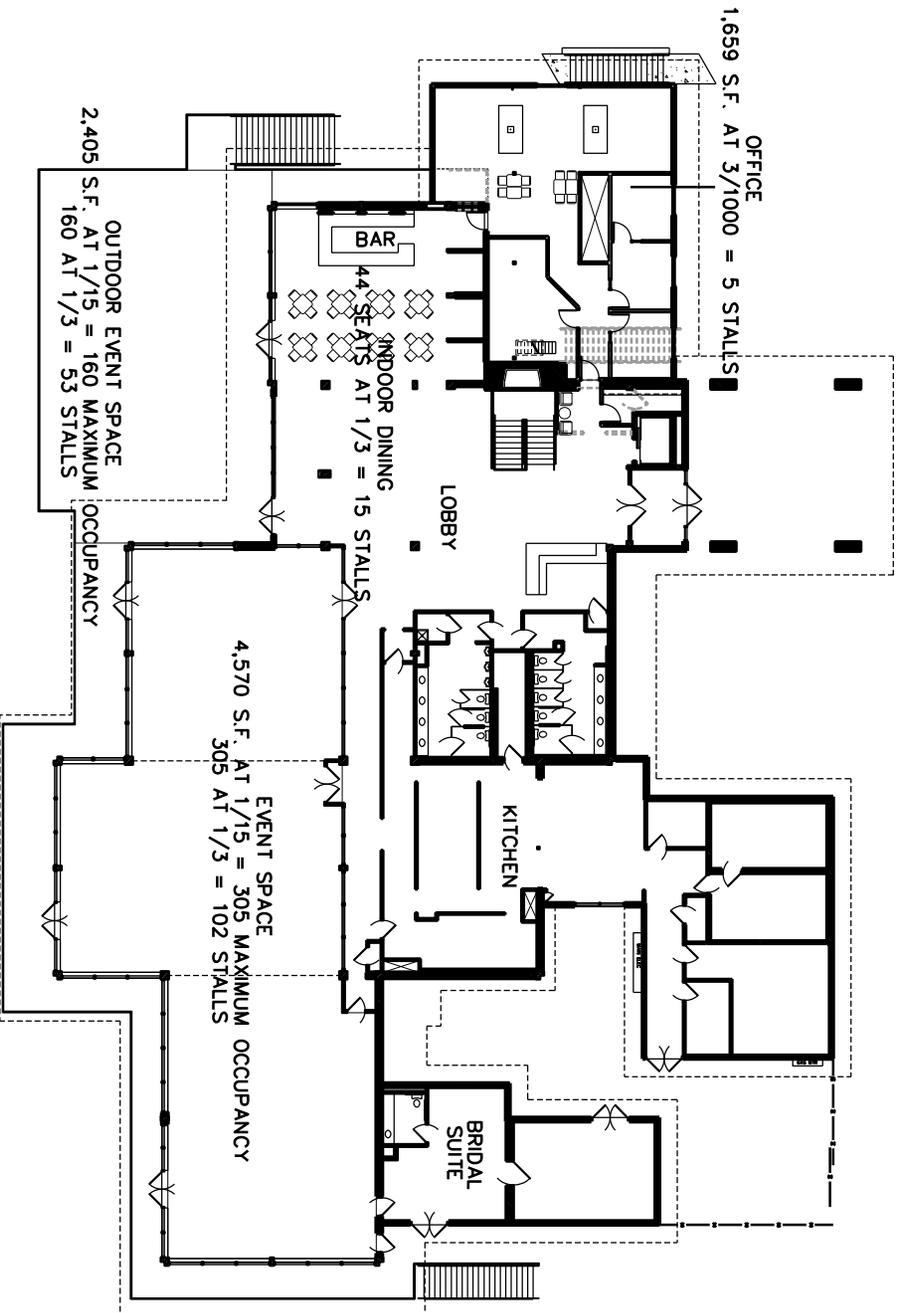
ACCESSIBLE REQUIREMENT FOR 339 = 8 STALLS  
 (14) PROVIDED

PARKING EXHIBIT



LOWER LEVEL FLOOR PLAN  
SCALE: 1/8" = 1'-0"  
NORTH

331 PARKING STALLS REQUIRED  
335 PARKING STALLS PROVIDED  
ACCESSIBLE REQUIREMENT FOR 339 = 8 STALLS  
(12) PROVIDED



MAIN LEVEL FLOOR PLAN  
SCALE: 1/8" = 1'-0"  
NORTH

265 STALLS REQUIRED

**From:** [John P. Hanson](#)  
**To:** ["John Parsons"](#); [Sophia Jensen](#)  
**Subject:** RE: Impervious Reduction  
**Date:** Tuesday, October 22, 2024 2:56:47 PM  
**Attachments:** [image001.jpg](#)

---

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

Thank you. No permit is needed from the Valley Branch Watershed District.

John

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**From:** John Parsons <jparsons@royalclubmn.com>  
**Sent:** Tuesday, October 22, 2024 2:31 PM  
**To:** John P. Hanson <JHanson@barr.com>; Sophia Jensen <SJensen@lakeelmo.gov>  
**Subject:** Impervious Reduction

**CAUTION: This email originated from outside of your organization.**

Good Afternoon,

I received the attached updated plans from Justin Olson of Carlson McCain. By reducing the pickleball courts by 0.75-feet off all sides of the court, we are now below the 6,000 square feet permit trigger for VBWD.

Please let me know if you these updated plans are acceptable.

Sophia- If this is sufficient, please let me know if this would change anything from my original submittal or if it would be looked at as an amendment to it. If needed, I can have new plans printed with the updated impervious surface number displayed.

Please let me know if anything else is needed from me at this time.

Thank you both for your help,

**John Parsons**

Director of Facilities

Royal Golf Club

[JParsons@royalclubmn.com](mailto:JParsons@royalclubmn.com)

Office: 651.505.9051

Cell: 651.503.5991



*“We are what we repeatedly do. Excellence, then, is not an act, but a habit.”*

– **Aristotle**

# LAKE ELMO FIRE DEPARTMENT – OFFICE OF THE FIRE MARSHAL

*Fire Prevention, Code Enforcement, and Public Education*



October 23, 2024

Sophia Jensen, Planner  
City of Lake Elmo

Re: Sketch Plan Review – Royal Clubhouse Expansion

Prepared by: Anthony Svoboda, Fire Marshal

Approved by: Dustin Kalis, Fire Chief

Applicable Codes:

- 2020 Minnesota State Fire Code
- 2020 Minnesota State Building Code
- Lake Elmo Fire Department Fire Code Policies
- NFPA 13, 2016 edition
- NFPA 13D, 2016 edition

Fire Department Comments:

### ***Roads, Drive Lanes, and Parking Areas***

- All roads and drive lanes shall meet the Lake Elmo Fire Department requirements for widths and turning radiuses.
- Approved fire apparatus roads shall be provided and maintained throughout all development phases in coordination with engineering, public works, planning, and fire departments.
- An approved signage and marking plan shall be determined for all No Parking and Fire Lane access roads. Parking shall be prohibited on both sides of private drive lanes.
- All parking areas shall be capable of supporting the imposed load of fire apparatus weighing up to 75,000 pounds.

**LAKE ELMO FIRE DEPARTMENT – OFFICE OF THE FIRE MARSHAL**

***Fire Prevention, Code Enforcement, and Public Education***



***Fire Detection and Suppression***

- A fire sprinkler system shall be installed throughout the expansion area, to match the existing system. A plan review and permit are required prior to any work.
- A fire alarm system shall be installed throughout the expansion area, to match the existing system. A plan review and permit are required prior to any work.

Questions, clarifications, or the request to provide code documents can be made using the contact information listed below.

Respectfully,

*Anthony Svoboda*



**Anthony Svoboda** | Assistant Chief

Lake Elmo Fire Department

Fire Station #1 - 3510 Laverne Ave N. | Lake Elmo, MN | 55042  
651-747-3907 office | [www.lakeelmo.org](http://www.lakeelmo.org)

**From:** [Jack Griffin](#)  
**To:** [Sophia Jensen](#)  
**Cc:** [Jason Stopa](#); [Chad Isakson](#)  
**Subject:** Royal Golf Club CUP for Clubhouse facility expansion I  
**Date:** Monday, October 28, 2024 9:11:06 PM

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

Sophia,

Please see the engineering plan review comments below for the Royal Golf Club CUP for Clubhouse facility expansion located at 11441 20th St N PID 25.029.21.12.0010.

1. Engineering has no comments. No public improvements are proposed or appear to be impacted by the Addition.
2. Please let me know if there is any specific review item you would like engineering to take a look at.

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



651.300.4264

[Jack.Griffin@FOCUSengineeringinc.com](mailto:Jack.Griffin@FOCUSengineeringinc.com)

**From:** [Jack Griffin](#)  
**To:** [Sophia Jensen](#)  
**Cc:** [Jason Stopa](#); [Chad Isakson](#)  
**Subject:** Royal Golf Club CUP for new Pickleball facility  
**Date:** Monday, October 28, 2024 9:29:44 PM

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

Sophia,

Please see the engineering plan review comments below for the Royal Golf Club CUP for a new Pickleball facility located at 11441 20th St N PID 25.029.21.12.0010.

1. No public improvements are proposed or appear to be impacted by the Addition. However the improvements are proposed immediately adjacent to a City owned and maintained watermain. The plans should be revised to clearly show the limits of the watermain easement (easement line labeled and dimensioned on the plans).
2. A plan note should be added to the plans to prohibit any field changes that would result in an easement encroachment.
3. No stormwater management permit is required by the City as the new impervious surface is less than 43,560 SF. However, the VBWD threshold for requiring a permit is only 6,000 SF. The new impervious surface for both the Clubhouse Addition and the Pickleball Court is 6,162 SF. The applicant should be directed to consult with the VBWD to determine if a permit is needed.
4. Please let me know if there is any further review requested at this time.

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



651.300.4264

[Jack.Griffin@FOCUSengineeringinc.com](mailto:Jack.Griffin@FOCUSengineeringinc.com)

**From:** [Jack Griffin](#)  
**To:** [Sophia Jensen](#)  
**Cc:** [Jason Stopa](#); [Chad Isakson](#)  
**Subject:** oyal Golf Club Variance for Impervious Surface  
**Date:** Monday, October 28, 2024 9:34:55 PM

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

Sophia,

Please see the engineering plan review comments below for the Royal Golf Club Variance for Impervious Surface at 11441 20th St N PID 25.029.21.12.0010.

1. Engineering has no comment. However, the applicant should be directed to consult with the VBWD to determine if a permit is needed for Stormwater Management. The new impervious surface for both the Clubhouse Addition and the Pickleball Court is 6,162 SF, exceeding the VBWD permit threshold of 6,000 SF if both projects are considered together.
2. Please let me know if there is any further review requested at this time.

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



651.300.4264

[Jack.Griffin@FOCUSengineeringinc.com](mailto:Jack.Griffin@FOCUSengineeringinc.com)

# Memorandum

November 1, 2024

TO: SOPHIA JENSEN  
FROM: SARAH EVENSON, PLA  
RE: CUPS AND VARIANCE LANDSCAPE AND TREE PRESERVATION PLAN REVIEW MEMO

## SUBMITTALS

1. CUPs and Variance Submittal, received October 18, 2024.

## REVIEW HISTORY

CUPs and Variance Landscape and Tree Preservation Plan Review Memo: 11/1/2024

**LOCATION:** 11441 20th St N. PID 25.029.21.12.0010

**CURRENT LAND USE CATEGORY:** GCC

**ADJACENT AND SURROUNDING LAND USE:** GCC to the south, east, and west. Rural Single Family to the north.

**SPECIAL LANDSCAPE PROVISIONS:** partial Shoreland Overlay.

## REGARDING THE VARIANCE REQUEST:

I agree with the applicant that this parcel, which serves the broader golf course, should be allowed to have increased impervious surface. When taken as a whole, the golf course's total impervious surface is far below the 30% threshold. The function of the golf course requires the whole set of parcels; the golf course landscape parcels cannot function as intended without the clubhouse parcel, and vice versa. However, runoff from any additional impervious surface should be subject to city stormwater requirements prior to leaving the golf course.

## TREE PRESERVATION PLAN: [105.12.470](#)

- » The applicant has not included a tree preservation plan with an individual tree inventory for the parcel in graphic and tabular form. Prior to approval, applicant must prepare a tree preservation plan that meets code requirements. Pay specific attention to *105.12.470 (c)*.
- » Confirm that the tree protection fencing shown on the plans is correctly sized around the Critical Root Zones (CRZ) of all trees proposed to be protected. CRZ is identified in the code as, "a radius distance of one (1) foot per one (1) inch of tree diameter. E.g., a 20-inch diameter has a critical root zone with a radius of twenty (20) feet."

**LANDSCAPE PLAN:** [105.12.480](#)

- » Landscape plans cannot be approved until a Tree Preservation Plan that meets code is submitted.
- » Note that only evergreens are being proposed right now, which is not compliant with code. Proposed trees will need to meet *105.12.480 (b)(3)* which says that, “No more than 25 percent of the required number of trees and shrubs may consist of any one taxonomic genus. A minimum of 25 percent of the required number of trees shall be deciduous shade trees, and a minimum of 25 percent shall be coniferous trees. Ornamental trees may be used when applied towards landscaping requirements. However, the number of trees shall not exceed 15 percent of the required amount.”

**RECOMMENDATION:**

Landscape and tree preservation plans must be prepared according to code prior to approval. Revise and resubmit.



**Sarah Evenson, PLA (MN)**

City of Lake Elmo Municipal Landscape Architect  
P: (262) 391-7653 E: sarah@hkgi.com