

NOTICE OF MEETING

The City of Lake Elmo
Planning Commission will conduct a meeting on
Monday January 22, 2018
at 7:00 p.m.

AGENDA

1. Pledge of Allegiance
2. Election of Officers
 - a. The Planning Commission is required to elect a Chairperson, Vice Chairperson and a Secretary for 2018.
3. Approve Agenda
4. Approve Minutes
 - a. December 11, 2017
5. Public Hearings
 - a. FINAL PLANNED UNIT DEVELOPMENT (PUD) PLANS AND CONDITIONAL USE PERMIT. A request by Central Design Group, LLC, 200 Old 63 South, Suite 35, Columbia, MO 65201, for Preliminary and Final PUD Plans and a conditional use permit for a 90 room hotel to be located at 8585 Eagle Point Circle PID # 33.029.21.43.0007.
 - b. ZONING TEXT AMENDMENT. A request by the City of Lake Elmo to amend the City's Zoning Code to allow bed and breakfast as an accessory use in additional zoning districts.
6. Business Items
 - a. ZONING TEXT AMENDMENT. A Request by the City of Lake Elmo to amend the Zoning Code to include wind generators within the zoning code, allowing roof/building mount systems as a permitted use in all zoning districts and ground mount systems as a conditional use in certain zoning districts.
7. Updates
 - a. City Council Updates – 12/19/17 Meeting
 - a. CPA, ZTA and ZMA for Closed Landfill - passed
 - b. Sign Ordinance Revisions - tabled
 - c. Easton Village 3rd Addition Developers Agreement - passed
 - b. City Council Updates – 1/2/18 Meeting
 - a. Sign Ordinance revisions - passed
 - c. City Council Updates – 1/16/18 Meeting
 - a. Wyndham Village Subdivision Sketch Plan and CPA -
 - b. Legacy at North Star Preliminary Plat and PUD Plans –
 - c. Interim Ordinance for CPA Moratorium

- d. Staff Updates
 - a. Upcoming Meetings:
 - February 12, 2018
 - February 26, 2018
 - b. MAC CEP Report-none
 - c. Comprehensive Plan Update
 - Draft as Business Item at March 12, 2018 meeting
 - April 11, 2018 Open House
 - d. Adopted 2018 Work Plan
 - e. 2018 Meeting Calendar
 - e. Commission Concerns
8. Adjourn

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



**City of Lake Elmo
Planning Commission Meeting
Minutes of December 11, 2017**

Chairman Kreimer called to order the meeting of the Lake Elmo Planning Commission at 7:00 p.m.

COMMISSIONERS PRESENT: Williams, Dodson, Dorschner, Kriemer, Lundquist, Emerson, Johnson, Larson, & Hartley

COMMISSIONERS ABSENT:

STAFF PRESENT: City Planner Prchal & Planning Director Becker

Approve Agenda:

M/S/P: Lundquist/Williams, move to approve the agenda as presented, **Vote: 7-0,**

Approve Minutes: November 27, 2017

M/S/P: Williams/Lundquist, move to approve the November 27, 2017 minutes as amended, **Vote: 7-0, motion carried unanimously.**

Public Hearing – Preliminary Plat and Development Stage Planned Unit Development (PUD) Plans - GWSA

Becker started her presentation regarding Legacy at Northstar. The proposal is for 276 single family residential homes on 98.93 acres. It is located northwest of CSAH 14 and CSAH 17 intersection. A portion of the development is in the Shoreland of Sunfish Lake which triggers the need for a PUD because proposed lots do not meet the lot width and impervious requirements for a Natural Environment Lake. The PUD is also necessary because the density exceeds the allowable density with the Village Urban Low Density Residential land use category, and because the applicant is proposing other deviations from zoning standards. The proposed density is 2.78 units per acre gross, 2.82 units per acre net, and 2.95 units per acre is park dedication is used as Public Park.

This development will require a subdivision and Zoning Map Amendment as it is guided for Village Urban Low density, but is not zoned as such. Some of the flexibility being requested is in regards to lot size and lot width, setbacks, and impervious surface.

In order to meet the bonus density for the PUD, certain amenities need to be included with bonus points associated with them. The development does provide those

amenities. This development would be increasing the density by 13.25% or 18.47% increase depending on if there is a public park or not.

The development is subject to the greenbelt corridor/Village Open Space Overlay on the North and West side of the development. The width of the corridor is not specifically called out in the Comprehensive Plan, but just scaling it out, it appears to be about 200 feet. There was discussion regarding if that buffer had to be physical feet or if that buffer could include landscaping with an easement. The plan proposes about 15 feet of buffer on the North side of the development and no buffer from the lots on the west side of the development. There are 784 trees proposed.

The trail system is proposed to connect to the Hamlet on Sunfish neighborhood. The City has been working with the Hamlet HOA to try to get the trails within that development dedicated to the City. As of now, the City has been unsuccessful in doing so. Because of that, staff recommends that we obtain the easement for the trails so that if the Hamlet trails ever become public, we can build the trails.

Becker went through the access and streets. There will be stubs to the North and to the South and also a stub to the Chavez parcel. The Fire chief, Building Official, City Engineer and Washington County reviewed the plat and made comments. A few of those comments include safe routes to school and where a pedestrian cross walk should be located. There should be connection of stubs and parkways or divided roadways need to be a minimum of 19 feet. The 276 lots will generate approximately 2760 trips per day, so 30th Way should be designed as a collector street. The site will be subject to a grading plan, stormwater management plan and storm sewer system.

The development will be done in 3 phases and the sewer for Hamlet on Sunfish is proposed to be done with Phase 2. There will some conditions of the Concept PUD plan approval that still need to be met. Staff is recommending 23 conditions of approval which include following recommendations from City Engineer, DNR, Washington County, Fire Chief and Building Official, etc.

Dodson asked why this did not come back as another Concept plan when it changed so much and a number of items have not been addressed yet. Becker stated that staff worked with the applicant to change the street layout and they went over the park and trail with the Park Commission. Becker did not think it warranted going through concept plan again. Dodson is concerned about the stubs on the South side of the property as the City doesn't know what is going to be happening to that property. Becker stated that the Fire Chief and Building Official recommended putting those in at least as a temporary cul-de-sac for safety.

Dodson asked what plans the County has for Lake Elmo Ave. Becker stated that the current requirement is the County requires 150 feet of right-of-way when property is

platted. Currently the County has no plan to put a sidewalk there, but the City is suggesting that the developer at least put a trail to provide safe access to school.

Lundquist is concerned with the limited entrances and exits for such a large development. Lundquist is wondering if the developer has made any attempt to purchase an easement to 43rd Street to have an additional access. The City and County does not see a problem. There are spacing limitation requirements for County roads which could be part of the reason.

Dodson is wondering why the City would award 5 amenity points for the Plaza if those are private amenities. The amenities are not just for the City as a whole but can be designed for the residents of the development.

Lundquist asked about the holding ponds and is concerned that they don't look anywhere near as large as Village Preserve which barely holds the water there. This is a field that water pools in all the time and she is concerned that the water will not be managed. Becker stated that the City Engineer reviewed the stormwater management plan and did not mention anything in his memo regarding it. The entire site is at 35% impervious, even though some of the lots have less.

Williams asked to have the 22% open space explained to them. Becker stated that it includes all of the outlots and stormwater ponds, which can be included per the PUD ordinance. Williams is wondering why there are not comments from the VBWD. Becker stated that the Engineers memo states that a VBWD permit is required.

Dorschner is wondering how the City would grant the reuse amenity points when the City and state doesn't have any standards for it and the City has never done this before. Becker stated that the City Engineer would have to review that plan to determine if it is sufficient and if it works.

Hartley is wondering about the buffer setback and what is being proposed as landscaping. Becker stated that there is landscaping proposed, no berming, but the City is requiring a landscape easement.

Kreimer is wondering where the fencing is being proposed and what the other site amenities are. Becker stated that the fencing is along Lake Elmo Ave similar to Village Preserve.

Dodson asked about the Chavez property and how that relates to this proposal. Becker stated that the City is requiring this development to provide the start of access, however complete access would need to be completed through the Schiltgen property.

Dorschner is wondering why the bonus points are being given when the access for sewer is not part of phase I. Becker stated that with this development, access to sewer

is being provided and perhaps without the increased density, this development would not go forward.

Craig Allen, GWSA, stated that all changes from the Concept Plan were based on comments given during the concept plan. The biggest change was the entrance and when it was moved down to the south and the way it impacted the stormwater, they had to move some things around. Dodson asked why the Village Parkway is not being extended. Allen stated that it is not a collector road, so in discussions with staff, it didn't seem to make sense to have a 100 foot right-of-way for a neighborhood development that dead ends. Parking was added for the pool based on comments and the theming elements were added. Allen stated the concern regarding only 2 access points is not an issue. There are many developments in the metro that are this dense with only 2 access points including the Wildflower development. Allen stated that this will be a unique development for Lake Elmo. He stated that with the standard 80 foot lots, they would not be able to move forward as there is just too much supply of that product in Lake Elmo right now. There is a 10 acre park that they would like to build and maintain. The pool and clubhouse will be a great amenity.

Dodson asked about the water on the site and the concern that with this many lots, it needs to be correct. Allen stated that the VBWD and the City will tell them what they can and can't do. GWSA is working with an Engineer that is a Storm Water expert and they say it works. Allen stated that the impervious is 35% on the whole site. On the Villa lots, the impervious is more like 50%. Lundquist stated that the difference between the 2 access points from this development and Wildflower is the type of street they exit from. Lundquist is concerned that there is no easement to 43rd Street. Hartley is wondering how the infiltration/irrigation system works. Allen stated that he is not designing the system and is not sure how it is designed. They are required in Medina and they work very well. If the pond gets too low, there is a well next to it that will refill the pond.

Public Hearing opened at 8:20 pm

Joe Chavez, 3505 Kelvin Ave N, own 11.2 acres and they are currently pursuing access through the Schiltgen farm. If that is unsuccessful, they would try to get a cartway petition through the City Council and resolve any outstanding issues with the Planning Director.

Scott Buss, 3948 Kindred Way, feels that this development is supposed to conform to the Village Low Density standard and this is a major deviation from that. There is a different standard for lot width, lot area, density and setbacks. He feels this is an entire standard change and doesn't understand why we would be that flexible. As far as the open space, he doesn't see where the 20% comes in. He is confused on why the open space would not have to be in the area that they are developing. There is zero buffer on

the West side and a small buffer on the North side when there should be a 200 foot buffer. This is also a major deviation from what the buffer should be.

Josh Peltier, 4167 Kirkwood Lane, this seems like a very different plan and it does not address some of the concerns talked about at concept, especially the buffering and access. This will generate a lot of traffic right by the grade school. He feels that the standards should be adhered to of at least 100 feet, if not, 200 feet with berms and trees.

Joe Barweck, 3778 Kindred Ct, feels that adding another 276 homes to the homes already added with Village Preserve and Wildflower sounds like a death trap. The traffic on Lake Elmo Ave is already heavy without the addition of 2700 more trips a day. In regards to connecting the pathway, they are waiting to see what happens with this development. Their concern is that having the paths private, keeps their green space private.

There were no electronic correspondence

Public Hearing closed at 8:32 pm

Williams does not agree with the staff analysis of amenity points. For example in regards to open space, a minimum of 50% would have to be open. There is no way the open space in this development is anywhere near that amount, so there should be no amenity points for that. For the public right-of-way dedication, if they arrange to have the trail along the West side of Lake Elmo Ave, that should qualify as amenity points because it is not on the project site. The idea of the plaza was that it was going to be public, but this an HOA clubhouse, so he doesn't feel that should qualify. The stormwater management, would qualify for amenity points.

Dodson is confused about the amenity points for the park for free. It is designated on the plan as open space, not park. Those points are in question for him. Becker stated that 14 amenity points would be needed to be justify the proposed density.

Dorschner doesn't see that extending the sewer to Hamlet on Sunfish should qualify for any points unless they are willing to get that hooked up right away. It isn't unusual and is often required of developers to extend sewer lines. Dorschner is not inclined to look for any density points. He isn't sure the City should be adding any more density than they have to, especially in this area.

Larson has a problem with how they are deciding how this is going to be. The neighbors have a right to expect a buffer from their property. They are using the PUD process to create a density that is unrealistic. Larson is concerned that this is out of character of everything around it. The rules aren't working in regards to what they were supposed to protect.

Hartley feels that the concerns regarding the overlay buffers were discussed at concept plan and somehow they have gotten smaller. Hartley feels that somehow they are being ignored when the Planning Commission talks about a 200 foot buffer and they come back with 10 feet.

Williams feels that the amenity points relate to density and the buffer issue does not necessarily affect the density. He would like to talk about density first and then move to the buffers.

Johnson doesn't have a problem with the density, but does have concern with the access and the buffers. Dodson asked what the number of lots are with no amenity points. Becker stated that it would be 243 lots. Williams stated that they are the gatekeepers to evaluate a development against their existing zoning code. In this case because it is a PUD, there can be an increase based on amenity points, but that is the only mechanism to increase the density. Dorschner is not inclined to have the densities go up. He is not inclined to change any lot sizes, setbacks or buffers. The Comprehensive Plan wanted transitions and these lots do not have that. Dorschner feels that most of the amenity points are a stretch. Larson feels that the buffering is a problem because the aesthetics are a problem for the surrounding properties.

Emerson stated that the buffers are his biggest issue with the zoning to the North. He doesn't have as big a problem with the density. Kreimer stated that they have said all along that they needed more buffering and it was actually reduced. He doesn't agree with some of the amenity points. Kreimer doesn't think with this density with the buffers and open space, you can get all the single family homes in. It might require some townhomes or something. Johnson is wondering what would happen with the development if they look at different priced homes or something with a smaller footprint. Allen stated that they had a 20 or 30 foot buffer there and they were told by staff that he would rather have that taken out and have landscaping used.

Williams feels that the current code allows for amenity points under certain circumstances.

M/S/P: Williams/Dorschner, move to award ten amenity points in the public Right-of-way category, provided the trail is installed on the West side of Lake Elmo Ave, award three amenity points for Stormwater management, if a reuse plan is provided and approved by the City Engineer, and one for theming if the white fencing is installed along Lake Elmo Avenue, **Vote: 7-0, motion carried unanimously.**

Dorschner is still confused on why we are awarding amenity points when some of these things could be required with a regular development. Williams stated that under normal conditions the City would not require the developer to put in a trail that is not on the subject property. The stormwater management is receiving points because of the reuse component. The theming is encouraged, but not required. Dorschner is

concerned about the reuse issue. The state is currently struggling with it and the City does not currently have guidelines on it. He is concerned if that component is not approved, what happens. There might also be concern with drilling the well next to it.

Williams is interested in talking about a 100 foot buffer for this development. Williams feels that to reduce it further, the developer would need to submit a very detailed berming and landscaping plan to convince them to reduce it.

M/S/W: Larson/Williams, move to support a 100 foot buffer or easement with elements of visual separation which could include trees, trails, boulders and elements of landscaping to create a softening effect between higher density and lower density developments, **Motion Withdrawn.**

M/S/P: Dodson/Lundquist, move to amend condition #15 to remove the word adequate and state that the outlots or landscape easement shall be at least 100 feet wide, **Vote: 7-0, motion carried unanimously.**

Dorschner stated that they should be consistent on the buffers for all the development. For example with Savona and Stonegate, there was a 100 foot buffer, not contingent on anything and they should be consistent with that here.

Williams asked if the City Engineer approved the 7'/8' side yard setback. Becker stated that the City Engineer did not see an issue with it.

M/S/P: Williams/Kreimer, move to make an additional condition that the 7'/8' foot setback requested by the applicant be approved by the City Engineer, **Vote: 7-0, motion carried unanimously.**

Dorschner is not going to support shortening any of the setbacks. He feels there are safety issues. Becker stated that the practice has been to average. The code is 5 feet on garage side and 10 on living space side. The City has allowed averaging to 7.5 and 7.5 in the past.

M/: Lundquist/, move to add to Condition #13 that the applicant attempt to obtain an easement to the North to access 43rd Street, **Fails for lack of second.**

Dorschner asked if there was parking on both sides of the street. Becker stated that there would be parking on both sides of the Street. Kreimer is wondering if homes can have driveways on collector roads. Becker stated that there are no homes fronting the Collector road.

M/S/P: Kreimer/Williams, move to add condition #25 that the Villa lots shall have a minimum front yard setback for side load garages as long as the front of the garages has architectural details, **Vote: 7-0, motion carried unanimously.**

M/S/P: Williams/Kreimer, move to recommend approval of the requested Preliminary Plat and PUD Plans for Legacy at Northstar with the attached findings and amended conditions of approval, ***Vote: 7-0, motion carried unanimously.***

Public Hearing – Zoning Text Amendment – Solar Farms

Becker started her presentation and outlined the changes based on the Planning Commission's recommendations. Changes include deleting the word "wholesale" from the solar farm definition. Solar farms were added as a conditional principal use within Ag and RR zoning districts. A ten acre minimum lot size, maximum coverage of 25% and minimum setback of 50 feet were added as standards for solar farms.

Public Hearing opened at 10:20 pm

Hal Galvin, 1936 Kenwood Parkway, solar developer for solar gardens and he is interested in tapping into the solar substation in Afton. The substation feeds 4 townships. Galvin is interested in exploring what areas might be compatible. Any new solar gardens in the Xcel program can only be 1 megawatt or less. A megawatt takes roughly 8 acres so if the minimum lot size is 10 acres it would take much more than 25% of the 10 acres. The restriction on covering the ground is really cost prohibitive. The statement of running lines buried underground is not reasonable because the power is usually brought up to poles.

Lundquist is wondering if there are any safety concerns with the solar farms. Galvin stated that they usually have a 6 foot high fence with razor wire and a locked fence. Dodson is wondering what the solar farm looks like to the neighbors. Galvin stated that it depends on the permitting authority and what is required. In some instances they are required to put up trees. Larson asked how far off the ground the panels are. Galvin stated that there are 2 types of panels. Tracking and fixed tilt. The majority in Minnesota are fixed tilt. The tracking would sit on a 6 foot pole and then can tilt based on where the sun is. At the highest, they might be 9 feet in the air. Williams asked about stormwater management and with 90% coverage, how is that managed. Galvin stated that there is always a hydrologist on the team and they plant shade grasses that prevents runoff.

Dorschner is wondering what the benefit is to the City to occupy 10 acres that would generate little to no property tax. Galvin stated that the property that would be classified as agricultural could be rezoned as commercial and the tax base would go up. The developer pays the difference for the tax impact as part of the contract to incentivize them to rent to them. Dodson asked what the decommission looks like. Galvin stated that most developers have similar lease agreements that include decommission and states that they will return the land to its original state. It is also

usually reinforced by the municipality and they usually require funds in escrow to guarantee it.

Public Hearing closed at 10:44 pm

M/S/P: Dodson/Williams, move to remove the words “providing daylight for interior lighting” from the definition of Solar Energy System, **Vote: 7-0, motion carried unanimously.**

M/S/F: Hartley/Dodson, move to remove “for the principal purpose of sales of generated electricity to off-site customers” from the definition of solar farm, **Vote: 1-6, motion fails.**

M/S/P: Dorschner/Hartley, move to delete under solar farms item 2, minimum lot size “and may not cover more than 25% of the parcel”, **Vote: 6-1, motion carried, with Kreimer voting no.**

M/S/P: Hartley/Dodson, move to delete item 5 under solar farms regarding power and communication lines, **Vote: 7-0, motion carried unanimously.**

M/S/P: Williams/Lundquist, move to change item 6 a under Solar Energy Systems from 5 acres to 10 acres, **Vote: 7-0, motion carried unanimously.**

M/S/P: Kreimer/Dorschner, move to add to item #2 under solar farms the word fenced, **Vote: 7-0, motion carried unanimously.**

M/S/P: Williams/Dodson, move to use the words “Solar Energy System” throughout the ordinance, **Vote: 7-0, motion carried unanimously.**

M/S/P: Williams/Kreimer, move to change item 3 signage under Solar Energy Systems to say “at least”, **Vote: 7-0, motion carried unanimously.**

M/S/P: Williams/Dodson, move to change the table on page 4 to allow a solar farm as an interim use in RT, **Vote: 7-0, motion carried unanimously.**

M/S/F: Hartley/Williams, move to delete everything after the second sentence in item #5 under Solar Energy Systems, **Vote: 2-5, motion fails.**

M/S/P: Williams/, move to recommend the solar ordinance be forwarded to the City Council as amended, **Vote: 7-0, motion carried unanimously.**

Public Hearing – Zoning Test Amendment – Wind Generator

Public Hearing opened at 11:14 pm

M/S/P: Dorschner/Lundquist, move to continue the public hearing until the next meeting, ***Vote: 7-0, motion carried unanimously.***

Public Hearing – Zoning Test Amendment – Sign Ordinance

Prchal started his presentation and stated that this has been discussed twice previously and the suggestions of the Planning Commission at the November 27th meeting have been incorporated.

Dodson asked how many variance requests there have been in regards to the sign ordinance. Becker stated that there have been at least 3 in the past year and a half that she knows of.

Public Hearing opened at 11:19 pm

Kathy Weeks, 3647 Lake Elmo Ave, sign maker by trade and would like the Planning Commission to consider allowing signs along I94 to be a little bit larger than 150 square feet, possibly 200 square feet. A typical billboard is 672 square feet, 150 square feet is very small for along a freeway. She feels that the current sign ordinance is not helpful to promote business and there have been 4 requests for variances.

Public Hearing closed at 11:28 pm

Larson is wondering what the sign guidelines are for Woodbury. Becker stated that the guidelines are similar.

M/S/P: Dorschner/Lundquist, move to amend the notes in table 5-3 item b to be up to 250 square feet in size and change materials that match to materials that are similar to, ***Vote: 7-0, motion carried unanimously.***

M/S/P: Hartley/Williams, move to strike the word “frontage” from the description of table 5-3, ***Vote: 7-0, motion carried unanimously.***

M/S/P: Williams/Lundquist, move to recommend approval of the proposed amendments to the City Sign regulations as amended, ***Vote: 7-0, motion carried unanimously.***

City Council Updates – December 5, 2017 Meeting

- i) Continental Properties Comprehensive Plan Amendment and Concept Plan – failed
- ii) CPA and ZTA to amend language regarding allowable density for Open Space Preservation development – failed
- iii) Hidden Meadows 2nd Agreement - passed

Staff Updates

1. Upcoming Meetings
 - a. January 8, 2018
 - b. January 22, 2018
2. MAC CEP Report
3. Comprehensive Plan Update

Commission Concerns

Williams stated that his term is up and he decided not to reapply for the Planning Commission. He has enjoyed working with the Commissioners and staff. Williams would encourage Commissioners to take classes and understand Roberts Rules of Order.

The Planning Commission members thanked Commissioner Williams and Commissioner Larson for their service.

Meeting adjourned at 11:39 pm

Respectfully submitted,

Joan Ziertman
Planning Program Assistant



MEMO

DATE: January 22, 2018

TO: Planning Commission
FROM: Emily Becker, Planning Director
RE: 2018 Meeting Schedule

The City Council approved the 2018 meeting calendar at its December 19, 2017 meeting. The Planning Commission meeting dates for 2018 will be as follows. There are a number of meetings, which are marked with an asterisk (*) below that have been moved from Monday to Wednesday:

January 22
February 12
February 26
March 12
March 26
April 9
April 23
May 7
May 21
June 4
June 18
July 9
July 32
August 15*
August 27
September 10
September 24
October 10*
October 22
November 14*
November 26
December 10



STAFF REPORT

DATE: January 22, 2018

REGULAR

ITEM #: 5a

MOTION

TO: Planning Commission
FROM: Ben Prchal, City Planner
AGENDA ITEM: Fairfield Inn Final Plat, Planned Unit Development (PUD) Plans, and Conditional Use Permit
REVIEWED BY: Emily Becker, Planning Director

BACKGROUND:

Central Design Group LLC has submitted applications to the City for both Final Planned Unit Development (PUD), and a Conditional Use Permit (CUP) application on December 20, 2017 for the construction and operation of a Fairfield Inn (Hotel). The location of the proposed project would be located on Lot 1, Block 1, HOA 2nd Addition of the Eagle Point Business Park.

Applicant and Property Owner: Central Design Group, LLC. 200 Old 63 South Suite 305, Colombia MO 65201
Eagle Point Group, LLC. 205 6th Avenue SE, Suite 300. Aberdeen, SD 57401

Location: North of Rasmussen College, (8574 Eagle Point Circle), PID#
33.029.21.43.0007

Existing Land Use and Zoning: Vacant land, Business Park – BP-PUD

Comprehensive Plan: Business Park

History: The preliminary development plans for the Eagle Point Business Park was approved in 1999 by the City of Lake Elmo. The HOA 2nd Addition was platted in June, 2006 which allowed for the development of two lots on Eagle Point Circle, near Hudson Boulevard and a larger outlot which was recently platted as HOA 3rd Addition for the Auto Owners office building. The subject parcel is one of two buildable lots platted as part of the 2nd Addition. Homes 2 Suite had submitted a similar proposal but had rescinded their application.

Deadline for Action: Application Complete: 12/20/2017
60 Day Deadline: 2/16/2018
Extension Letter Mailed: N/A
120 Day Deadline: N/A

Applicable Regulations: 154.051 – BP Business Park Zoning District
154.800 – Planned Unit Development (PUD) Regulations
Eagle Point Business Park PUD Agreement

PROPOSAL DETAILS/ANALYSIS:

The City of Lake Elmo has received a request from Central Design Group, LLC for approval of final Planned Unit Development plans and a Conditional Use Permit associated with a 90 unit hotel to be located on 2.496 acres on Lot 1, Block 1, HOA 2nd Addition, which is part of the Eagle Point Business Park. When this lot was platted, United Properties did not provide any specific building plans for Lot 1.

Eagle Point Business Park was approved as a Planned Unit Development (PUD) in the early 2000's, with a concept plan and preliminary development plan for the entire site. The City also approved PUD development standards and regulations for the entire park. For each new development within the business park, updated final plans are required for approval. In addition, hotels are a conditional use in the Eagle Point Business Park. Because the site under consideration has previously been platted as a buildable lot, Staff is recommending that the City process its review of the final development plans simultaneously with the conditional use permit.

The attached plans provided by the applicant include an architectural site plan, floor plans, site details, survey, demolition plan, paving & dimension plan, grading and erosion control plan, utility plan, landscape plan, and photometric (lighting) plan in addition to architectural drawings. Because the public and private infrastructure necessary to serve the proposed building is already in place, the project will not include the construction of any new public utilities on or off of the site. All required utilities are already stubbed to the site, and all utilities shown on the plan, including the proposed storm water management facilities, which will be privately owned.

PLANNING AND ZONING ISSUES

Although the lots within the HOA 2nd Addition were platted in conformance with existing regulations, the City has since adopted updated ordinances or other requirements under which the proposed project will need to demonstrate compliance. These updated requirements include the following:

- ***Eagle Point Business Park Development Standards.*** The standards were negotiated with the approval of the Planned Unit Development for the Eagle Park Business Park.
- ***BP – Business Park Zoning District.*** The City revised the BP zoning district in conjunction with other zoning updates related to the planned sewered service areas. The updated ordinance does not include any substantial revisions to the previous standards.
- ***Design Guidelines and Standards Manual.*** This document was approved by the City Council in late 2013 and applies to all new commercial, Business Park, and multi-family residential construction in the City. Many of the provisions in the manual are guidelines (non-mandatory), but are never-the-less applicable to the hotel building.
- ***Storm Water and Erosion and Sediment Control Ordinance.*** Section 150.270 to 150.257 will apply to new development sites, even those that were planned as part of a larger development like the Eagle Point Business Park.

City Staff has reviewed the proposed PUD development plans, and has forwarded the plans to appropriate reviewing agencies in advance of the Planning Commission meeting, such as the Department of Natural Resources. In general, the plans will meet all applicable City requirements for approval, and any deficiencies or additional work that is needed is noted as part of the review record. The City has received a comment letter from the City Engineer the Fire Chief and Building Official with their concerns which are incorporated into the comments listed below.

In addition to the general comments that have been provided in the preceding sections of this report, Staff would like the Planning Commission to consider the issues and comments related to the following discussion areas as well:

- **Setbacks.** Per plan updates 12/21/2017 the building has been situated in a manner that complies with the minimum setbacks required by the Eagle Point Business Park and Lake Elmo Zoning Ordinance. Sheet A12.1 must be updated to show that no encroachment of the building footing and sidewalk goes into the southern utility easement and that the retaining wall does not encroach into the Hudson Blvd and Eagle Point Circle right of way. This plan sheet must be consistent with the Civil Site plans, sheet C2 as revised 12/21/2017.
- **Building Height.** The proposed building is 4 stories and 56' height. The parapet wall fluctuates in height, but no section is over 3'8". No portion of the building is higher than 60' above the ground which is the maximum height allowed.
- **Other Dimensional Standards.** The proposed building and site will conform to the minimum lot area, frontage, building size and impervious requirements for the business park. The approved development standards for the Eagle Point Business Park are included as an attachment to this report.
- **Easement Encroachment.** The building, building footing and sidewalk must not encroach the southern utility easement. The full width of the easement is necessary to operate and maintain the existing 36-inch storm sewer pipe. The retaining wall must not encroach the utility easements along Hudson Boulevard and Eagle Point Circle right-of-way. Plan Sheet A12.1 must be updated to show no encroachment consistent with the Civil Site plans, sheet C2 as revised 12/21/2017. For the stormwater pond the applicant must enter into the City's standard Storm Water Easement and Maintenance agreement. This allows the City to perform maintenance at the owner's cost should it be required.
- **Storm Water and Erosion Control.** The stormwater for the site flows to a large privately owned and maintained storm pond located on the rear of the lot. These grading, drainage, and erosion control plans will need to conform to City of Lake Elmo and South Washington Watershed District (SWWD) requirements. A SWWD district permit has been obtained. They must also apply for and receive a Storm water Construction Permit from the MPCA once a contractor has been obtained for the project, as noted in the engineering report.
- **Utilities.** The site and utility plans must be revised and submitted for City review, showing the proposed hydrants and connection to watermain. Utility easements must be dedicated to the City, minimum width of 30-feet centered over the pipe and hydrants, and all easements must be shown on the site Plan, Utility and Grading Plan. The Fire Chief and Building Official both agree that the existing hydrants as shown will not be adequate coverage for the site.
- **Sidewalks.** There are no sidewalks/paths existing or proposed along the right-of-ways and no walk connecting the building to the cul-de-sac. The City's Design Guidelines and Standards Manual recommends sidewalks along public rights-of-way. Eagle Point Circle has a slope of around 10%, and there are no existing sidewalks on Hudson Boulevard. Since there is no sidewalks along Hudson or Eagle Point Circle staff does not feel they would need to install a sidewalk.
 - The Fire Chief also feels the assemble area in the rear of the building will need a wider walk way to accommodate deployable ladders for emergency situations.
- **Access.** The proposed access driveway to the site will connect to the existing Eagle Park Circle cul-de-sac.

- **Parking.** The Eagle Point Development standards do not have established parking requirements for Hotel facilities. The Lake Elmo Zoning Ordinance require one parking space per guest unit. There are 90 units proposed and 95 parking stalls proposed of which 4 are handicap accessible. The development meets the parking requirements.
- **Off-Street Loading.** Off street loading is required for any nonresidential use which will involve the receipt or distribution of materials or merchandise by truck or similar vehicles and has a gross floor area of 5,000' or more, in accordance with the following standards.
The plans do not specify an off street loading zone. It is probable that they will receive deliveries by truck but staff does not feel that they will need to provide a loading zone since they are not selling or distributing merchandise and are not a retail type facility.
- **Lighting.** A photometric plan is required to demonstrate compliance the City's requirements for on and off-site lighting intensity as well as compliance with the maximum fixture height. The Eagle Point development standards allows a 30ft maximum height, they are proposing a 27.5ft lighting structure. Lighting cast light on a public street, shall not exceed 1 foot-candle, and cannot cast light on residential property, exceed 4/10 foot-candles – their plans comply with the code.
- **Landscape wall.** Zoning code requires that the perimeter of parking lots be screened with masonry wall, fence, berm, or hedge or combination that forms a screen a minimum of 3.5 ft. and a maximum of 4 ft. in height...
A block retaining wall is proposed to the north which runs along Hudson Boulevard, it is constructed of stone with a 42" railing atop of it, and this will meet the screening requirements. The parking lot which abuts Eagle Point Circle will be screened with vegetative hedging, which will also meet the screening requirements.
- **Signs.** The applicant has not yet submitted any formal sign dimensions or illumination figures for the site.
- **Landscaping.** The attached landscape plan plant materials needed to comply with the City's landscaping requirements. There are 3 Spruce (6") and 2 (3-6") Cottonwood trees on the site which will be removed for construction, none of them meet the requirements to be considered significant. Because of this no tree preservation plan is needed. The tree landscape requirements are consistent with what is required by City code.

Site Calculations	Standards	Needed Amount	Proposed
515 lineal ft. of frontage (Along Hudson)	1 tree/50'	10	11 trees proposed
1.75 acres of land disturbed	5 trees/acre	9	14 trees proposed
95 parking stalls	1 tree per ten stalls 10	10	6 interior parking trees

The code would require 29 trees, they are proposing to plant 25 trees. They meet the minimum required tree count because our code reads as follows – a minimum of 5 trees shall be planted for every 1 acre of land that is developed or disturbed by development activity. Such trees may be used for parking lot landscaping or screening as specified in subsections D and E below.

- **Design Review.** The proposed plans are subject to the City's adopted Design Guidelines and Standards Manual in addition to the architectural design guidelines for the Eagle Point Business Park. Staff believes the project is in conformance with the manual for nearly all business park items.
 - This is done by minimizing the amount of blank façade space. They also use materials which are mentioned in the business park development standards such as stone and Exterior Insulation Finish Systems (EFIS).

- **Shoreland District.** Part of the development area is within the Shoreland district. The Minnesota Department of Natural Resources (MNDNR) recommends that impervious surface not exceed 25% for commercial PUDS. This, however, is a recommendation and not a requirement per ordinance. The Eagle point PUD was established without MNDNR review. The MNDNR recommends modifying construction to remove impervious surface from the area within the shoreland, use permeable pavement systems, or direct rain gutter discharges into infiltration basins. Staff believes that proper stormwater management is being accomplished, as the stormwater collection pond connected to the parcel is intended to act as a holding pond for the surrounding lots. The shoreland district requires that sewered properties be held to 30% impervious surface. The proposed development is requesting 49.6% impervious surface, exceeding the impervious amount by 19.6%.
- **PUD Objectives.** PUD development regulations require that developments meet at least one objective which has been outlined in section 154.751. Staff has identified that they meet objectives A and G.
 - **A.** Innovation in land development techniques that may be more suitable for a given parcel than conventional approaches.
 - The parcel is located within the Business Park and is in close proximity to I-94. Given the current and projected zoning this use will serve as a good buffer.
 - **G.** Coordination of architectural styles and building forms to achieve greater compatibility within the development and surrounding land uses.
 - The building design is compatible to those in the area. It also offers many layers both physically and visually.

This development is not seeking a density increase but the building still offers architectural interest. Additionally, the PUD was established before the City's adoption of the current shoreland standards, which was also before the establishment of impervious surface coverage for sewered lots. Because of this flexibility for impervious surface coverage with the preliminary PUD was never asked for. The property's stormwater pond is suitable and can appropriately manage the site. The design of the hotel and site still allow the development to exceed 20% open space.

Section 154.752 Allowed Development. The applicant for PUD developments must provide a response for the items listed below. The Fairfield Inn development is unique in that they must submit a PUD application but they are not requesting to establish a new PUD.

- A. **Permitted Uses.** The PUD application shall identify all proposed land uses and those uses shall become permitted uses upon the approval of the planned unit development.
 - *The allowable uses have been previously established when the Eagle Point Business Park PUD was reviewed in 1999. Hotel operations were selected as a conditional use for the PUD.*
- B. **Placement of Structures.** More than one principal building may be placed on a platted lot within a planned unit development. The appearance and compatibility of buildings in relation to one another, other site elements, and surrounding development shall be considered in the review process.
 - *There is only one building proposed to be built on the lot.*
- C. **Development Intensity.** The PUD may provide for an increase in the maximum gross floor area or floor area ratio by up to 20% of that allowed in the base zoning district, for the purpose of promoting project integration and additional site amenities.

- *They have not proposed an increase in the maximum gross floor area.*
- D. **Density.** The PUD may provide for an increase in density of residential development by up to 20% of that allowed in the base zoning district, for the purpose of promoting diversity of housing types and additional site amenities. Increased residential densities of varying levels will be awarded based upon the provision of a combination of various site amenities outlined in § 154.209. In addition, the city retains the right to evaluate all proposals for bonus density in accordance with the overall goals of the city's Land Use Element of the Comprehensive Plan.
 - *They are not asking for an increase in density, the property is not intended for residential use.*
- E. **Building Setbacks.** The PUD may provide for a reduction in or elimination of required setbacks in the base zoning district, provided that a landscaped setback area of the minimum width established for the base zoning district is maintained along the periphery of the adjacent zoning district(s).
 - *The development is allowed to comply with what has been previously established by the Eagle Point Business Park PUD.*
- F. **Lot Requirements.** The Council may authorize reductions in the area and width of individual lots within a PUD from that required for the base zoning district, provided that such reductions are compensated for by an equivalent amount of open space or other public amenities elsewhere in the planned unit development. Any open space shall not include areas designated as public or private streets. The plan may increase the maximum density beyond that permitted in the base zoning district for the purpose of promoting an integrated project with a variety of housing types and additional site amenities.
 - *They do not wish to have a reduction in area and width of their lot.*
- G. **Other Exceptions.** As part of PUD approval, the Council is authorized to approve other exceptions to the zoning controls applicable to the base zoning district, such as the maximum height of structures or the minimum off-street parking requirements. Such exceptions shall only be granted when they are clearly warranted to achieve the objectives identified in § 154.801.
 - *The development does not meet all of what is required by our current code. However, it is not necessarily required to because the PUD and standards which the proposed hotel will be constructed in was established before the current code requirements.*

RECOMMENDATION:

Findings for Final PUD Plans. Based on the above staff report and background information, Staff is recommending that the Planning Commission recommend approval of the request for approval of final Planned Unit Development plans associated with a 90 unit hotel to be located at Lot 1, Block 1, HOA 2nd Addition based on positive findings that the project:

- 1) That the Applicant has submitted all application requirements outlined in Sections 154.759 for Final PUD Plans.
- 2) That the Final PUD Plans for Lot 1, Block 1, HOA 2nd Addition is consistent with the Lake Elmo Comprehensive Plan and the Future Land Use Map for this area.

- 3) That the proposed Final PUD Plans generally comply with the Lake Elmo Zoning District regulations for the BP – Business Park Zoning District.
- 4) That the proposed Final Plat for Lot 1, Block 1, HOA 2nd Addition meets other City zoning ordinances, such as landscaping, tree preservation, erosion and sediment control, and other ordinances, except as noted below. Requested PUD flexibility is being requested for:
 - a) Off-Street Loading: Allowing development with no off-street loading area as required by the Off-Street Loading Area Code 154.211.
 - b) Impervious Surface: Allowing 49.6% impervious surface when a maximum of 30% is allowed within sewered development per the Shoreland Ordinance 154.800.
- 5) That the Fairfield Inn Final Plat and PUD Plans will not conflict with nearby land uses.
- 6) The proposed Final PUD Plans generally adhere to the City's engineering standards provided all the comments outlined in the City engineers report dated 1/2/2018 are addressed.
- 7) Complies with the development and design standards for the Eagle Point Business Park.
- 8) Is consistent with the Lake Elmo Design Guidelines and Standards Manual, and specifically, the guidelines for business park development.
- 9) Meets the identified objectives associated with a Planned Unit Development project as listed in Section 154.751 of the Lake Elmo Zoning Ordinance.
- 10) The development meets at least one of the identified objectives outlined in section 154.751 of the PUD development regulations Chapter.

Findings for Conditional Use Permit. Based on the above staff report and background information, Staff is recommending that the Planning Commission recommend approval of the request for approval of a conditional use permit associated with a 90 unit hotel to be located at Lot 1, Block 1, HOA 2nd Addition based on positive findings that the project:

- 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 development of the hotel will not be detrimental to the surrounding businesses/residents.
- 2) The use or development conforms to the City of Lake Elmo Comprehensive Plan.**
 - The site is guided as a Business Park, hotels are an allowed use within business parks.
- 3) The use or development is compatible with the existing neighborhood.**
 - The use is not unique to the area and will not be detrimental to the items listed above.
- 4) The proposed use meets all specific development standards for such use listed in Article 9 of this Chapter. (Ord. 08-152)**
 - There are not specific standards for hotels in article 9. However, they must adhere to the design standards which have been established by the City.

- 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 150, §154.800 (Shoreland Regulations) and Chapter 152 (Flood Plain Management).**
- Part of the development area is within the Shoreland district. The DNR recommends that impervious surface not exceed 25% for commercial PUDS. However, this is a recommendation and not a requirement. However, it exceeds the 30% impervious surface allowance for sewered areas in the shoreland district within our code.
 - The Eagle point approved standards from 1999 states the tributary setback will be 25' from the OHM, the building 30' from the tributary setback, and parking shall be 10' from the tributary setback. The development meets this requirement.
- 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.**
- There are other hotels in the area as well as professional services.
- 7) **The proposed use will not be hazardous or create a nuisance as defined under this Chapter to existing or future neighboring structures.**
- The structure is designed in a way that adheres to city code as not to cause a nuisance, specifically the design standards guidelines.
- 8) **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 site has access to public utilities and will be connecting to them. See item number 9 for more comment on fire protection.
- 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 site/use is not expected incur costs beyond what is expected for the development of property. However, in the event of an emergency costs may be increased as the Fire and Building Official feel the fire hydrants are not placed appropriately. Also the rear assembly area may need to be wider to deploy hand ladders.
- 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.**
- It is not expected that a hotel will generate or produce any of the items/activates listed above.
- 11) **Vehicular approaches to the property, where present, will not create traffic congestion or interfere with traffic on surrounding public thoroughfares.**
- The City engineer has reviewed all roadways and entrances, and has determined that they meet what is required.

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

- The site has not been identified as sensitive or scenic. The property is not within a portion of the City that needs a park or within the Greenway project area.

CONDITONS OF APPROVAL FOR FINAL PLANNED UNIT DEVELOPMENT

Staff recommends that the Planning Commission recommend approval of the final Planned Unit Development plans associated with a 90 unit hotel to be located on Lot 1, Block 1 the HOA 2nd Addition with the following conditions of approval:

1. That the parking lot screening and landscaping shall be established and maintained per the landscape screening requirements in 154.258, be free of refuse, and be guaranteed for two years and the planting shall be replaced if the material dies before the second year.
2. All required conditions and modifications to the plans as requested by the City Engineer in a review letter dated 1/2/2018 shall be incorporated into the plans prior to approval of a building permit including the dedication of easements
3. That the Fire Chief's and Building Official's letter dated 12/21/17 be incorporated into the plans prior to final approval.
4. The applicant comply with all conditions of the South Washington Watershed District permit 17-003 issues on December 12, 2017
5. The applicant shall enter into a maintenance agreement with the City concerning the storm water infiltration areas prior to the issuance of a building permit.
6. The applicant shall secure a sign permit for all signage. Staff shall review all such signs for conformance with the Eagle Point Business Park Design and Development Standards and the City sign code.
7. That the Applicant enter in to a site work agreement with the City for all work within the public right-of-way.
8. That the exterior materials and colors are consistent with what is outlined in the Business Park Design Standards

CONDITIONS OF APPROVAL FOR CONDITIONAL USE PERMIT

Staff recommends that the Planning Commission recommend approval of the and Conditional Use Permit for a 90 unit hotel to be located on Lot 1, Block 1 the HOA 2nd Addition with the following conditions of approval:

1. That the City approve the Final Planned Unit Development Plans submitted by the Applicant, subject to required conditions of approval.

Suggested motion for Final PUD:

“Move to recommend approval of the request by Central Design Group, LLC for approval of Final Planned Unit Development plans associated with a 90 unit hotel to be located on Lot 1, Block 1, HOA 2nd Addition, subject to the conditions of approval as recommended by Staff”

Suggested motion for Conditional Use Permit:

“Move to recommend approval of the request by Central Design Group, LLC for approval of Conditional Use Permit associated with a 90 unit hotel to be located on Lot 1, Block 1, HOA 2nd Addition, subject to the approval of Final Planned Unit Development Plans”

ATTACHMENTS:

1. Project Narrative Letter
2. Eagle Point Business Park Development Standards
3. Review Comments

- a. City Engineer memo
 - b. Fire Chief/Building Official
- 4. South Washington Watershed District Permit
- 5. Project Architectural Plans, dated 11/29/17
- 6. Project Landscape Plans, dated 12/8/17
- 7. Photometric (Lighting) Plan, dated 12/14/17



November 8th, 2017

Emily Becker
Planning Director
City of Lake Elmo, MN
651-747-3912

Emily,

The owners of the property are Eagle Point Group, LLC, 205 6th Avenue SE, Suite 300, Aberdeen, SD 57401, 605-225-1712. The agent is Central Design Group, LLC., 200 Old 63 South suite 305, Columbia MO 65201, 573-441-9391.

Per city ordinance 154.801, here is our written statement regarding the proposed hotel project located at 8585 Eagle Point Circle North, Lake Elmo, MN and how it will meet at least one of the city's objectives regarding PUD/BP zoning requirements. Since there is already an underlying BP zoning in the Eagle Point Business Park, which as a whole, we assume meets the general requirements for public and green space and other city requirements. Therefore, we are describing our site only and how it works within the BP zoning requirements.

We meet all the requirements for setback, green space, parking, tree preservation, water retention/treatment/storage, and other requirements, and our use as a hotel will blend in well with the other permitted uses like office and light industrial. Our final exterior finishes and colors will blend in well with the existing buildings and be compliant with local ordinances. We have a full set of plans completed and ready to submit to the City that are approved by the Brand.

The proposed development is in keeping with the City of Lake Elmo Comprehensive Plan and is compatible with the existing neighborhood. The proposed Hotel use will not be detrimental to or endanger the public as it is a similar use to the surrounding properties. The site has adequate municipal services for the Hotel to function as intended and will not create excessive additional public resources.

The subdivision access and the access to the Hotel site is designed as to not create traffic congestion with the surrounding public thoroughfares. Also the construction of this development will not result in the destruction, loss or damage of natural or scenic features of importance.

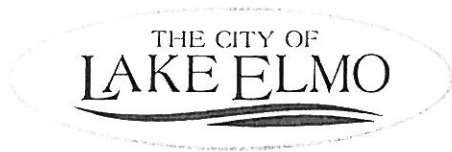
The limited service hotel will have approximately 20 employees with approximately 10 being full-time. It will be open 24 hours a day, 365 days per year. We will break ground this winter with the opening happening spring of 2019.

The ownership will use traditional bank financing consisting of a construction loan which will turn into a permanent amortized loan.

Thank you for your time.

Sincerely,
Jerry Campbell
Manager

Central Design Group, L.L.C.
200 Old 63 South, Ste 305 • Columbia, MO 65201 • P 573.441.9391
jcampbell@centraldesigngroup.com
Page 1 of 1



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

Development Standards for Eagle Point Business Park

300.12 subd. (1)(B) and 300.12(2). No Business Park structure shall exceed 60' in height. Parapet walls shall not exceed more than 4' above the height permitted of the building.

300.13 subd (6)(A)(3) Parking spaces shall be 9' X 18' at the developments north of Hudson Blvd and 10' X 20' South of Hudson Blvd, with the exception of the hotel and restaurant which needs to be 9' X 18' spacing. Parking spaces for the handicapped shall be minimum of 12' X 20'. 20% of the spaces in an office development can be compact car size 8' X 16". The size of parking space may be altered upon approval of Zoning Administrator.

300.13 subd. (6)(B)(6)(D) The primary landscaping materials shall be shade trees with shrubs, hedges, etc., used only to complement trees, not as the sole means of landscaping. Landscaping and irrigation will be done on a project by project basis. If landscaping within the NSP easement is disturbed, it needs to be replaced by NSP, or the property owner. Berming and landscaping must be approved within one year of City Council approval.

Permitted Uses: Banks, medical clinics, offices, schools (business, professional and private trade), office showrooms.

Conditional Uses: Business services, conference centers, health clubs, hotels and motels, day care centers, limited retail, medical, dental and research labs, recording studios, restaurants and cafeterias, theaters, teleconferencing transmission facilities, veterinary clinics, and hotel.

Minimum Lot Area: 2.0 acres. Lots less than 2.0 acres might be approved on a project by project basis through a conditional use permit.

Minimum Lot Frontage: 200' with the exception of 50' pm a cul-de-sac.

Lot Width/Depth Ratio: 1/3.5

Minimum Building Setbacks: 50' for the front and street frontage, and 10' for side and rear frontage. When abutting residential uses, the current ordinance requirement will apply.

Minimum Parking Setbacks: Front: 20', Side: 10', Side(street): 20', Rear: 10'

Minimum Building Foundation Size: 10,000 s.f.

Parking Ratio: One space for each 250 s.f. of office building area or one space per two employees, whichever is greater. One space per 2,000 s.f. of storage, warehouse and 1 space per 1,000 s.f. of showroom.

Pathways: 8' wide pathways as part of the City's trail system and the City will maintain.

Storm Water Control: Storm water management requirements should be averaged over the PUD area as a whole. The tributary setback will be 30' from the tributary setback, and the parking setback will be 10' from the tributary setback.

Lighting Height: 30' maximum

Sign Height: Businesses can have signage on the building and a monument sign at the property's entrance, and that a pylon sign must be approved on a case by case basis by the City.

Pond Maintenance: Recommend the creation of a District to take care of pond maintenance.

MEMORANDUM

FOCUS ENGINEERING, inc.

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

Date: January 2, 2018

To: Ben Prchal, City Planner
Cc: Emily Becker, Planning Director
From: Jack Griffin, P.E., City Engineer

Re: Fairfield PUD-CUP Site Plan
Engineering Site Plan Review

A Site Plan engineering review has been completed for the Fairfield Inn PUD located on Eagle Point Circle. The submittal consisted of the following documentation prepared by Larson Engineering, Inc. received on December 21, 2017:

- Sheet CO: ALTA Survey prepared by Sunde Land Surveying, dated 07.29.2015.
- Sheets C1-C7: Civil Site Plans prepared by Larson Engineering, Inc., dated 12.20.2017.
- Sheets L1-1, L1-2, L2-1: Landscape/Tree Preservation Plans prepared by Loucks, dated 11.21.2017.
- Stormwater Management Drainage Report, dated 12.20.2017.
- Stormsewer calculations, dated 12.21.2017.

Engineering review comments are as follows:

General Comments:

1. Engineering did not review zoning requirements, setbacks, impervious surface requirements or parking requirements. No parking lot lighting plan was received.
2. Specifications must be submitted for City review prior to construction. The City of Lake Elmo standard specifications must be used for all public infrastructure.
3. A plan note must be added to the landscape plan as follows: "All trees must be field located and reviewed by the City prior to installation to ensure minimum 5-foot separation from public utilities". Public utilities should be shown.

Stormwater Management:

1. Private Storm Sewer System onsite. The Storm Water Management Plan proposes to construct a privately owned and maintained storm sewer system on site to collect and control storm water runoff from approximately 1.3 acres of new impervious surface. The storm water runoff will be discharged to an existing regional infiltration basin.
2. With a privately owned and maintained Storm Water Management System, the applicant must execute and record the City's standard Storm Water Easement and Maintenance agreement which allows the City to perform maintenance at the owner's cost should the maintenance not be performed as required. The agreement also provides a minimum maintenance plan defining the maintenance responsibilities for the private owner, the type of maintenance, and the maintenance intervals.
3. Regional Pond. The existing regional pond facility is located within dedicated easement adjacent to the property and has sufficient rate control and volume control capacity to serve the Fairfield Inn PUD project.
4. SWWD Permit. The applicant must obtain a storm water permit from the SWWD for the project. A copy of the SWWD permit must be provided to the City prior to the start of construction.
5. MPCA Stormwater Construction Permit. The applicant is required to apply for and receive a Stormwater Construction Permit from the MPCA once a contractor has been obtained for the project.

6. Storm sewer calculations to verify pipe sizing for minimum 10-year storm event under gravity/manning's flow capacity must be submitted prior to the start of construction.

Site Plan:

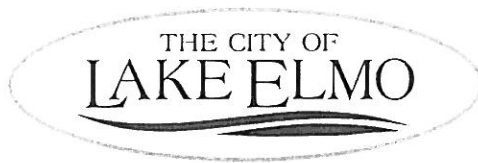
1. The parking lot is designed to access Eagle Point Circle using a single concrete commercial driveway approximately 26-29 feet in width. The access location appears adequate.
2. The building, building footing and sidewalk must not encroach the southern utility easement. The full width of the easement is necessary to operate and maintain the existing 36-inch storm sewer pipe. Plan Sheet A12.1 must be updated to show no encroachment consistent with the Civil Site plans, sheet C2 as revised 12/21/2017.
3. The retaining wall must not encroach the utility easements along the Hudson Boulevard and Eagle Point Circle right-of-way. Plan Sheet A12.1 must be updated to show no encroachment consistent with the Civil Site plans, sheet C2 as revised 12/21/2017.

Grading and Erosion Control Plan:

1. The plan shows extensive retaining wall use along the length of the north property line. The retaining wall along the Hudson Boulevard right-of-way varies from 8-feet in height at Eagle Point Circle to 16-feet in height at the northeast corner of the site.
2. Retaining walls, or staged retaining walls, 4-feet in height or greater, as measured at the bottom of the footing, must be designed by a Professional Registered Engineer licensed in Minnesota. Engineering plans must be submitted to the City for review and approval prior to construction. The design engineer of record will be required to certify that the walls were constructed in the field in strict accordance with the approved plans and specifications. A plan note should be placed on the grading plan to communicate this procedure.
3. Add plan note to have retaining wall locations field staked to ensure no easement encroachments.
4. The City standard erosion control notes, drawings 600A, 600B, 600C and 600D must be moved from the details sheet and placed on the grading and erosion control plan sheet.

Utilities Plan:

1. Connection to existing sanitary sewer stub. The project proposes to connect to the existing 6-inch sanitary sewer stub located along the south side of the Hudson Boulevard right-of-way as required.
2. Connection to existing watermain stub. The project proposes to connect to an existing 8-inch watermain located along the south side of the Hudson Boulevard right-of-way as required. A 6-inch fire suppression and 3-inch water service line are proposed.
3. Two water meter vaults are proposed. The meter vaults must be located outside of the City right-of-way and utility easement areas.
4. Fire Hydrant locations. No new fire hydrants have been proposed. There are two existing fire hydrants located along Eagle Point Circle; one located approximately 190 feet from the proposed building and one located approximately 185 feet from the proposed building. Engineering understands that additional fire hydrants will be required interior to the Site per Building Official and Fire Chief review comments. All hydrants and connection watermain will be City owned and maintained.
 - o The site and utility plans must be revised and submitted for City review, showing the proposed hydrants and connection watermain. Utility easements must be dedicated to the City, minimum width of 30-feet centered over the pipe and hydrants, and all easements must be shown on the Site Plan, Utility Plan and Grading Plan.
5. All water lines must be installed to a minimum of 7.5 feet of ground cover. Any locations not meeting this requirement must be specifically identified on the plans and approved by the City prior to installation. Revise plan notes 8 and 9 accordingly.
6. A storm sewer sump manhole is proposed for storm water treatment prior to discharging the parking lot runoff to the regional drainage basin. The plans must add the City standard sump manhole Detail 405 to the plans.



The following comments are from the City Building Official and Fire Chief addressing the building and site for the Fairfield Inn project at 8585 Eagle Point circle, plans were reviewed 12/21/2017.

1. The existing fire hydrants as shown will not be adequate for coverage on the site. The proposed location for the Fire Department Connection will ultimately dictate a final location for one of the needed hydrants and there will need to be a hydrant located on the north end of the site for sure. There will also need to be a hydrant located on the property side of the round-a-bout, the hydrant currently located across the drive lane does not provide a viable use as hose laid from this hydrant will then block the drive lane entry from further emergency vehicle access.
2. The rear of the site has very limited access, there is an assemble area proposed on the back with a fire pit and access is very limited. With a 4 story residential building like this, there is a need for wider access/walkway. There is a proposed hard surface around the back of the building but the hard surface will need to be wider, without emergency vehicle access ability, the hard surface will need to be wide enough to accommodate the ability for emergency personnel to deploy hand ladders for emergency rescue operations.
3. The ability for apparatus to access and maneuver in and around the site is another issue that needs review, typically the engineering review will verify adequate access including turn radius for emergency vehicle access.
4. There are other architectural/code review items that will arise once the project reaches the plan review stage.

South Washington Watershed District

2302 Tower Dr
Woodbury, MN 55125
651-714-3714
www.swwdmn.org

Permit #17-003

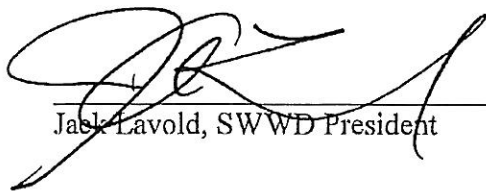
Expires on 12/12/2020

Pursuant to the Rules of the South Washington Watershed District and the District's standards and policies, and based upon statements and information contained in the permit application, letters, maps, and plans submitted by the applicant and other supporting data, all of which are made a part hereof by reference, permission is hereby granted to the permittee named below to conduct the activity described below. If an extension to the permit is needed, the permittee should submit a written request to the District at least 2 weeks prior to the expiration date.

<i>Name of Project</i> Fairfield Inn & Suites		
<i>Project Description</i> Commercial, 1.6 acres disturbance		
<i>Project Location</i> Eagle Point Circle & Hudson Blvd		<i>Municipality</i> Lake Elmo
<i>Permittee Name</i> Jerry Campbell		<i>Permittee Company</i> Central Design Group
<i>Permittee Address</i> 200 Old 63 South, Suite 305, Columbia, MO 65201		
<i>Permittee Phone #s</i> 573-441-9391	<i>Permittee Fax</i>	<i>Permittee Email</i> jcampbell@centraldesigngroup.com , cc: mwoodruff@larsonengr.com
<i>In accordance with the plan received at the District on (date received):</i> November 21, 2017		

Authorized Signature:

Date of Issuance:


Jack Lavold, SWWD President

December 12, 2017

Special Stipulations

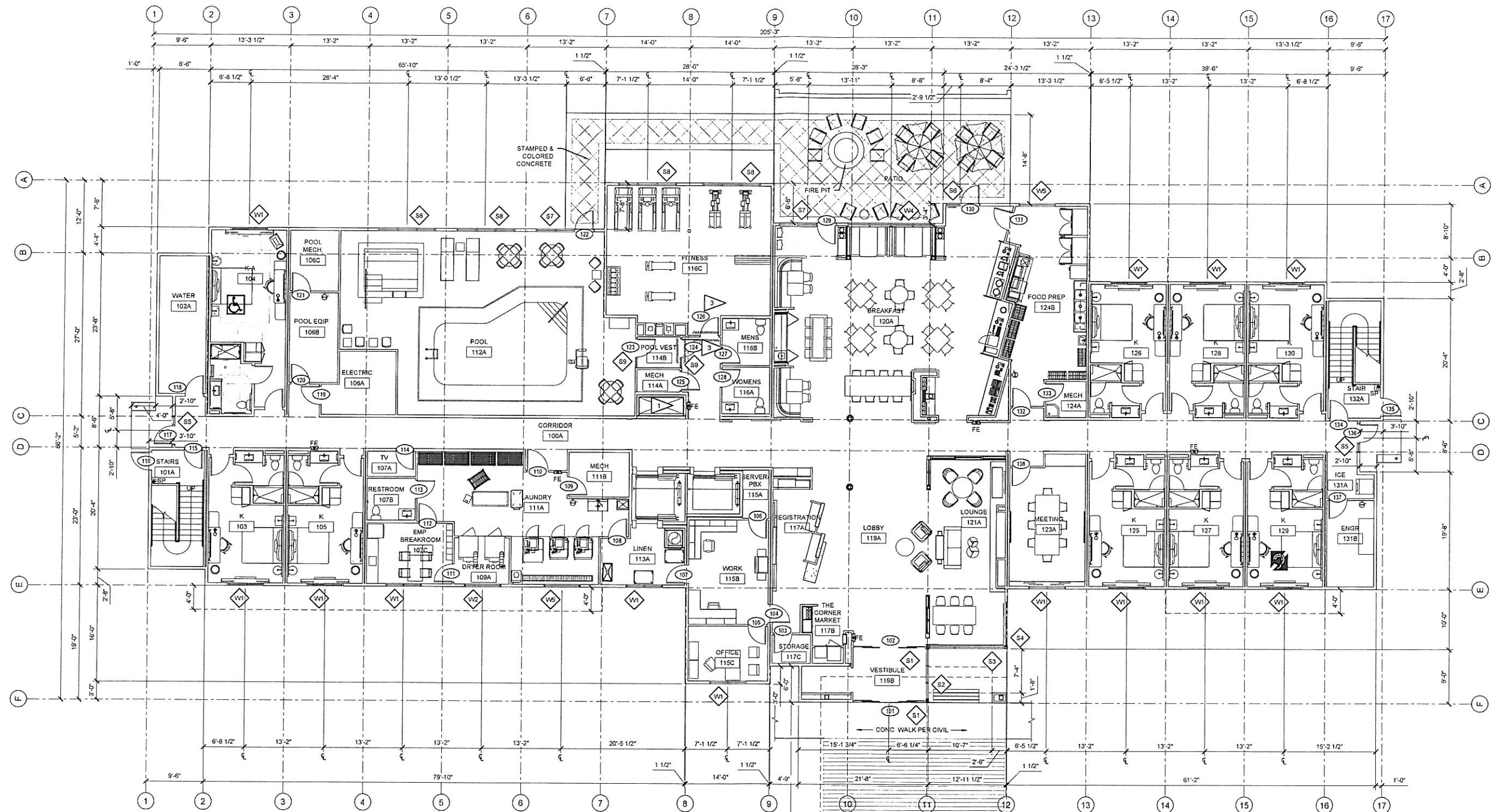
1. An as-built survey of all stormwater BMPs (ponds, rain gardens, trenches, swales, etc.) is to be submitted to the District for verification of compliance with the approved plans.

Erosion and Sediment Control Stipulations

1. Permittee must provide documentation that an NPDES permit has been approved by the Minnesota Pollution Control Agency.
2. Erosion control measures shall be in place prior to grading activities and maintained through project completion.
3. All exposed soils shall be stabilized within 14 days if not being actively worked and after the completion of grading. Slopes steeper than 3:1 shall be stabilized within 7 days.
4. The District Inspector may require additional erosion control features, dependent upon site condition.
5. Refer to the MPCA "Protecting Water Quality in Urban Areas" manual at <http://www.pca.state.mn.us/water/pubs/sw-bmpmanual.html> for BMPs.
6. Contact the District Inspector at 651/714-3714 if you have any questions or to discuss site stabilization practices.

General Provisions

1. This permit expires when:
 - a. Work is not initiated within one year of issuance,
 - b. Work is idle for 12 consecutive months,
 - c. Work is not completed within 3 years of issue date.
2. The project shall be in accordance with the plans most recently submitted and approved by the District as part of the record of this project.
3. This permit is not assignable by the Permittee, except with the written consent of the SWWD.
4. The Permittee shall grant access to the site at all reasonable times during and after construction to authorized representatives of the SWWD for inspection of the work authorized hereunder.
5. In all cases where the Permittee, by performing the work authorized by this permit, shall involve the taking, using, or damaging of any property rights or interests of any other person or persons, or of any publicly owned lands or improvements thereon or interests therein, the Permittee, before proceeding shall obtain the written consent of all persons, agencies, or authorities concerned, and shall acquire all property, rights and interests needed for the work.
6. This permit is permissive only. No liability shall be imposed on the SWWD or any of its officers, agents, or employees officially or personally, on account of the granting hereof or on account of any damage to any person or property resulting from any act or omission of the Permittee or any of its agents, employees, or contractors. This permit shall not be construed as estopping or limiting any legal claims or right of action of any person against the Permittee, its agents, employees or contractors, for any damage or injury resulting from any such act or omission, or as estopping or limiting any legal claim or right of action of the SWWD against the Permittee, its agents, employees, or contractors for violation of or failure to comply with the permit or applicable provisions of law. If during the work conditions are encountered indicating that soil or groundwater contaminants may be present, work must cease until the SWWD has been informed. The SWWD may require additional information and may require that stormwater management plan be amended in order to properly manage site stormwater in the presence of contaminants.
7. Any stormwater management facilities approved as part of this permit shall be properly maintained in perpetuity to assure that they continue to function as originally designed.
8. Failure to comply with the provisions of this permit is a violation of the law and may result in issuance of a stop work order by the District.



GENERAL NOTES

(FOR ALL SHEETS)

- ALL CONSTRUCTION IS INTENDED TO BE IN CONFORMANCE WITH FEDERAL AND STATE LAWS, CURRENT LOCAL ORDINANCES & BUILDING CODES, AND THE AMERICANS WITH DISABILITIES ACT OF 1990 (A.D.A.). REPORT ANY DISCREPANCIES TO THE ARCHITECT BEFORE PROCEEDING WITH WORK.
- AUTOMATIC FIRE SPRINKLER SYSTEM MUST BE REVIEWED AND APPROVED BY THE FIRE DEPT.
- FIRE ALARM SYSTEM IS REQUIRED. SYSTEM MUST BE REVIEWED AND APPROVED BY THE FIRE DEPT.
- CONTRACTOR TO FIELD VERIFY ALL SITE CONDITIONS PRIOR TO COMMENCING CONSTRUCTION AND INFORM ARCHITECT OF ANY DISCREPANCIES.
- CONTRACTOR TO VERIFY REQUIREMENTS OF ALL OWNER FURNISHED ITEMS WITH OWNER BEFORE PROCEEDING WITH WORK.
- CONTRACTOR TO VERIFY ALL DIMENSIONS WITH MANUFACTURER ON FIXTURES & EQUIPMENT SUPPLIED, PRIOR TO CONSTRUCTION.
- REFER TO ENLARGED PLANS FOR ADDITIONAL INFO INCLUDING DIMENSIONS. ENLARGED PLANS TAKE PRECEDENCE OVER SMALLER.

SCALE DRAWINGS NOTIFY ARCHITECT OF ANY CONFLICT BEFORE PROCEEDING

- FOR SIZE & SPACING OF WOOD STUDS-REFER TO STRUCTURAL DRAWINGS AND NOTES
- DIMENSIONS ARE FACE OF STUD TO FACE OF STUD, UNLESS NOTED OTHERWISE (UNO) REFER TO BOTH ARCHITECTURAL AND STRUCTURAL DRAWINGS BEFORE COMMENCING WORK ON FOOTING AND FOUNDATION
- CONTRACTOR IS RESPONSIBLE FOR PROVIDING ALL BLOCKING REQUIRED FOR ANY WALL HUNG EQUIPMENT, TOILET ACCESSORIES, SHELVE, SHOWER SEAT, EXTERIOR LIGHT FIXTURES, ETC.
- WINDOWS WITHIN 24" OF DOOR TO BE SAFETY GLASS. ALL GLAZING IN HAZARDOUS LOCATIONS SHOULD BE TEMPERED FOR IMPACT RESISTANCE. ALL GLASS WITHIN 18" FROM FLOOR, WITHIN 24" FROM DOORS EDGE, AND IF BOTTOM EDGE OF GLAZING LESS THAN 60" ABOVE THE WALKING SURFACE, SUCH GLASS SHOULD BE TEMPERED.
- CONTRACTOR TO PROVIDE CAULKING AT THE FOLLOWING AREAS: A) AT CABINET ENDS

WHERE THEY MEET: GYPSUM BOARD WALL (B) AT HOLLOW METAL FRAMES, BOTH SIDES (C) ALL WOOD DOOR FRAMES, BOTH SIDES

- ALL GYPSUM BOARD IN CORRIDORS SHALL BE HUNG VERTICALLY.
- VINYL CORNER GUARDS TO BE INSTALLED AT ALL EXTERNAL CORNERS AT PUBLIC AREAS, CORRIDORS, AND LAUNDRIES (MATCH WALL COLOR).
- ELEVATOR SMOKE SEAL - HOISTWAY DOORS AT ALL FLOORS SHALL HAVE SEALEZE ELEVATOR SMOKE SEAL BRUSH SYSTEM OR EQUAL INSTALLED TO MEET CODE SMOKE DOOR REQUIREMENTS.
- BUILDING SETTLEMENT AND SHRINKAGE COMPENSATION - ALL D/W STACKS SHALL HAVE AN EXPANSION JOINT FITTING INSTALLED AT 1ST AND 3RD FLOORS AND PIPE RISER CLAMPS AT 2ND AND 4TH FLOOR LINES. SEE PLUMBING DRAWINGS.

LEGEND

- FIRE EXTINGUISHER & SEMI-RECESSED CABINET
- HEARING IMPAIRED ACCESSIBLE GUEST ROOM
- HANDICAPPED ACCESSIBLE GUEST ROOM
- FIRE SPRINKLER STANDPIPE
- DOOR NUMBER
- WINDOW NUMBER

KEY NOTES

- DUCT SHAFT - PROVIDE OPENING IN FLOOR/CEILING ASSEMBLY FOR DUCT SHAFT CONSTRUCTION. SEE 7 & 8 /A1.6
- ALTERNATING TREAD STAIR (4TH FLOOR ONLY) - 68" STEEL STAIR W/ HANDRAILS - LAPEYRE MODEL HATS-10-68-CSY OR EQUAL (VERIFY HEIGHT)
- WATER CURTAIN - PROVIDE AUTOMATIC FIRE SPRINKLER WATER CURTAIN EACH SIDE OF DOORS 124 & 126. EQUAL TO MINIMUM 20 MINUTE OPENING FIRE PROTECTION.

UNIT MATRIX

TYPE	MARK	FLOORS				TOTALS	%	
		1ST	2ND	3RD	4TH			
KING	K, K3	8	5	3	3	19		
KING ACC	K-A	1	0	0	0	1	20	22.2 %
KING SUITE	KS, KSE	0	7	8	8	23	24	26.7 %
KING SUITE ACC	KS-A	0	1	0	0	1		
DBL QUEEN	DO, DQ2, DQ2 DQW	0	13	14	14	41	43	47.8 %
DBL QUEEN ACC	DQ-A	0	0	1	1	2		
DBL QUEEN SUITE	DQS	0	1	0	1	2	3	3.3 %
DBL QUEEN SUITE ACC	DQS-A	0	0	1	0	1		
TOTALS		9	27	27	27	90		10

JOB NUMBER	17005
ISSUE DATE	09-29-17
REVISIONS	

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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 Architect under the laws of the state of Minnesota.
Signature: *Christopher Howard Bennett*
Typed or Printed Name: CHRISTOPHER HOWARD BENNETT
Date: 09/29/17
License Number: 54331

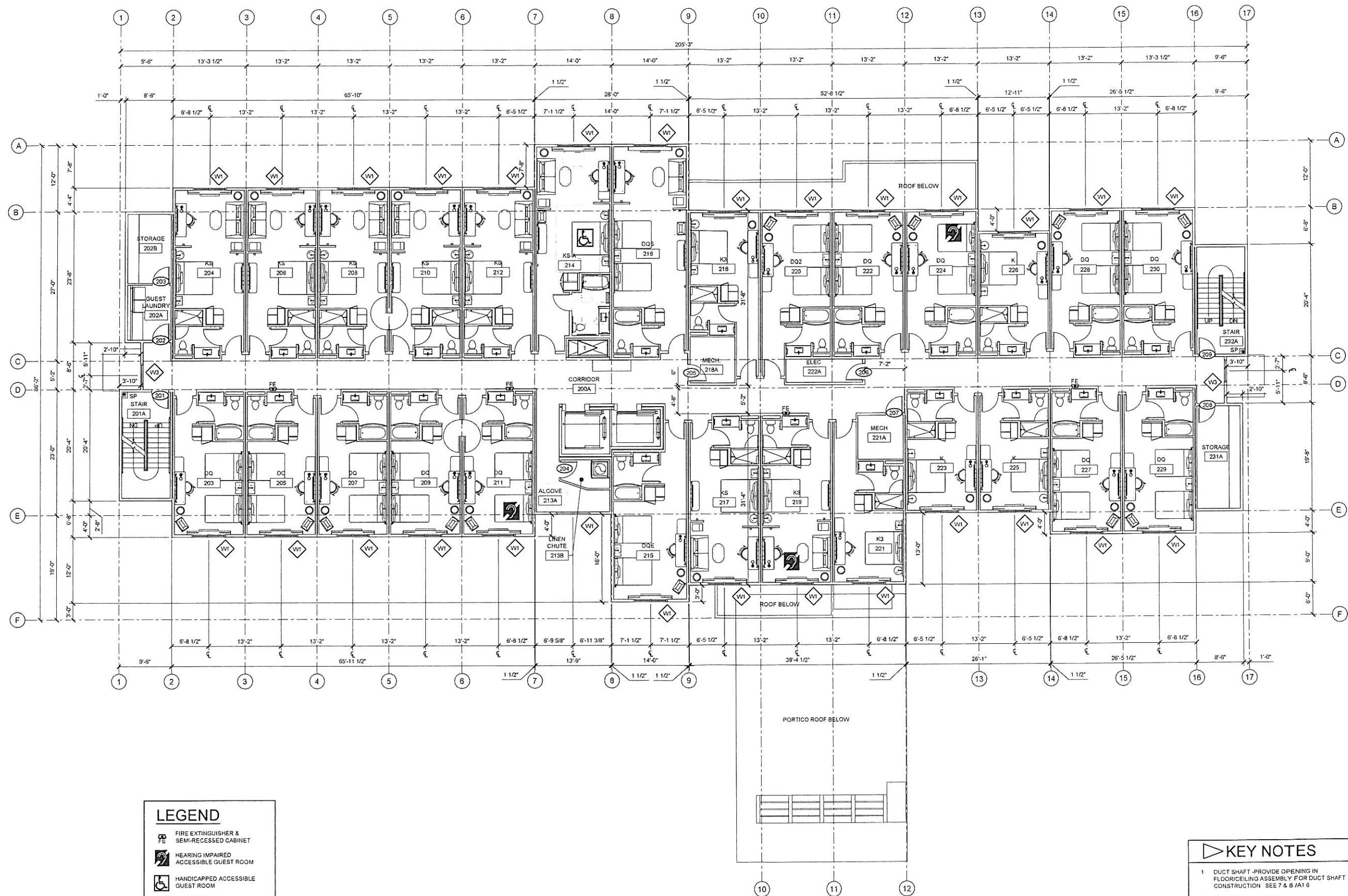
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FLOOR PLAN
1ST FLOOR

A1.1



JOB NUMBER	17005
ISSUE DATE	09-29-17
REVISIONS	

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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 Architect under the laws of the state of Minnesota.

Signature: *Chris G. Smith*

Typed or Printer Name: CHRISTOPHER G. SMITH, P.E., AIA

Date: 09/29/17

License Number: 56331

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LAKE ELMO, MN

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- KEY NOTES
- DUCT SHAFT - PROVIDE OPENING IN FLOOR/CEILING ASSEMBLY FOR DUCT SHAFT CONSTRUCTION SEE 7 & 8 / A1.6
 - ALTERNATING TREAD STAIR (4TH FLOOR ONLY) - 60" STEEL STAIR W/ HANDRAILS LAPEYRE MODEL HATS-10-58-C3Y OR EQUAL (VERIFY HEIGHT)

FLOOR PLAN
2ND FLOOR

A1.2

JOB NUMBER
17005
ISSUE DATE
09-29-17
REVISIONS

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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 Architect under the laws or the state of Minnesota.
Signature: *Christopher Howard Bennett*
Typed or Printer Name: CHRISTOPHER HOWARD BENNETT
Date: 09/29/17
License Number: 54311

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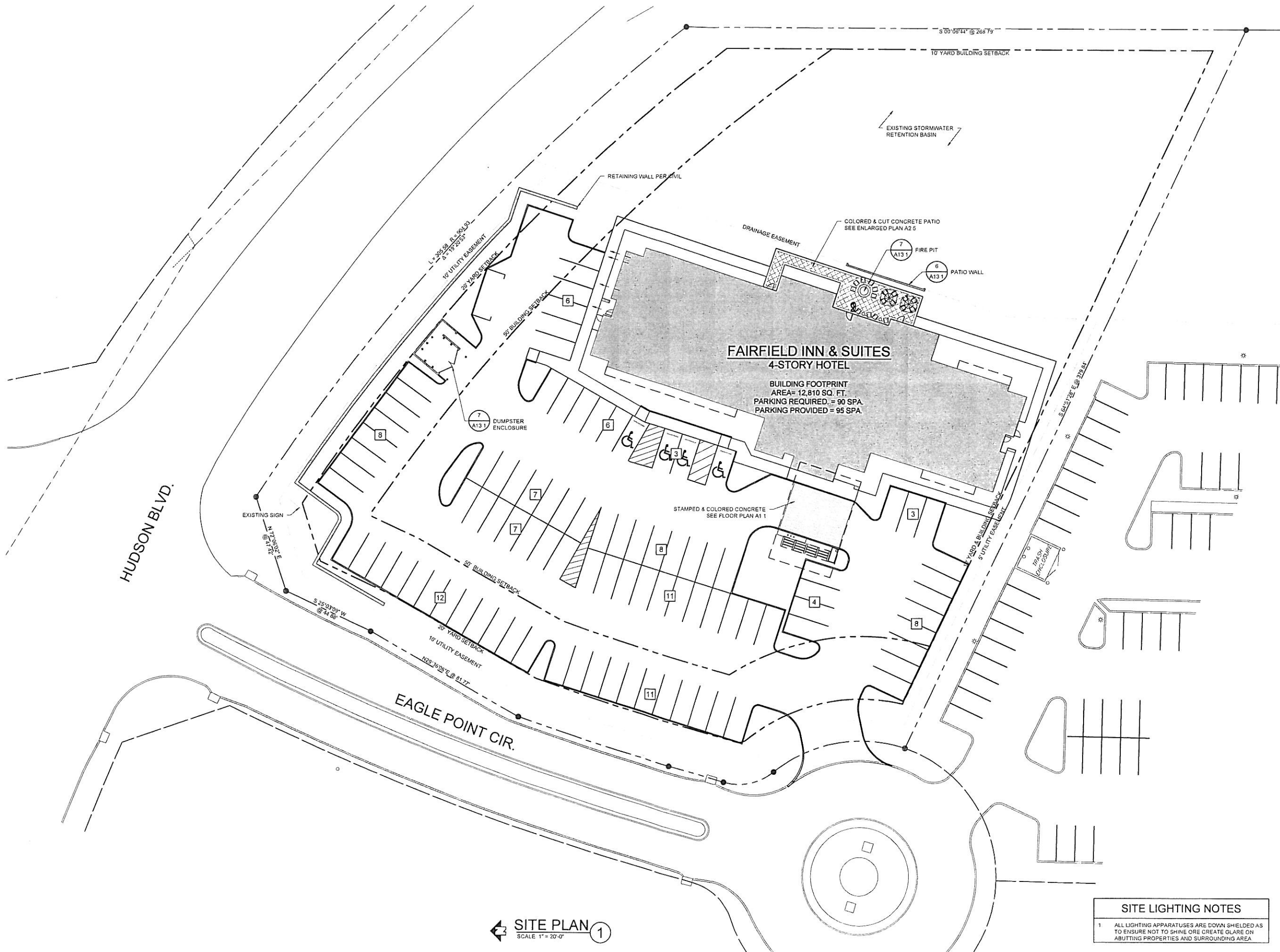
SITE PLAN

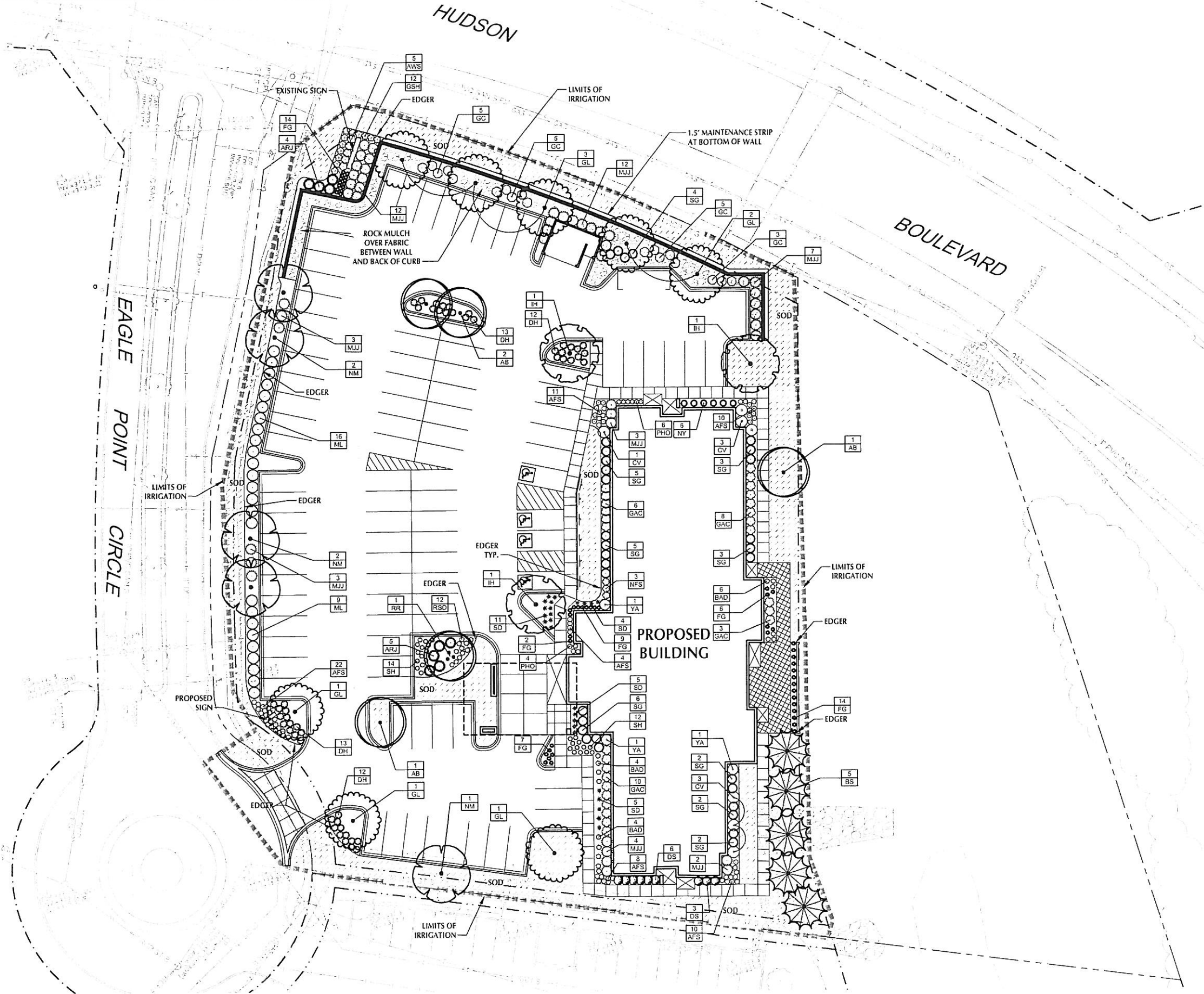
A12.1

SITE LIGHTING NOTES

1 ALL LIGHTING APPARATUS ARE DOWN SHIELDED AS TO ENSURE NOT TO SHINE OR CREATE GLARE ON ADJUTING PROPERTIES AND SURROUNDING AREA.

SITE PLAN 1
SCALE 1" = 20'-0"





LANDSCAPE REQUIREMENTS

- (1) TREE EVERY 50' OF STREET FRONTAGE
APPROX. 515' ALONG HUDSON AND EAGLE POINT
515/50 = 10 TREES REQUIRED
11 TREES PROPOSED
- (5) TREE EVER 1 ACRE OF DEVELOPED LAND
APPROX. 1.75 ACRES BEING DEVELOPED
9 TREES REQUIRED
14 TREES PROPOSED

GENERAL NOTES

CONTRACTOR SHALL VISIT SITE PRIOR TO SUBMITTING BID. HE SHALL INSPECT SITE AND BECOME FAMILIAR WITH EXISTING CONDITIONS RELATING TO THE NATURE AND SCOPE OF WORK.

VERIFY LAYOUT AND ANY DIMENSIONS SHOWN AND BRING TO THE ATTENTION OF THE LANDSCAPE ARCHITECT ANY DISCREPANCIES WHICH MAY COMPROMISE THE DESIGN AND/OR INTENT OF THE PROJECT'S LAYOUT.

ASSURE COMPLIANCE WITH ALL APPLICABLE CODES AND REGULATIONS GOVERNING THE WORK OR MATERIALS SUPPLIED.

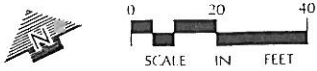
CONTRACTOR SHALL PROTECT ALL EXISTING ROADS, CURBS/CUTTERS, TRAILS, TREES, LAWNS AND SITE ELEMENTS DURING PLANTING OPERATIONS. ANY DAMAGE TO SAME SHALL BE REPAIRED AT NO COST TO THE OWNER.

CONTRACTOR SHALL VERIFY ALIGNMENT AND LOCATION OF ALL UNDERGROUND AND ABOVE GRADE UTILITIES AND PROVIDE THE NECESSARY PROTECTION FOR SAME BEFORE CONSTRUCTION (MATERIAL INSTALLATION BEGINS MINIMUM 10' - 0" CLEARANCE).

ALL UNDERGROUND UTILITIES SHALL BE LAID SO THAT TRENCHES DO NOT CUT THROUGH ROOT SYSTEMS OF ANY EXISTING TREES TO REMAIN.

EXISTING CONTOURS, TRAILS, VEGETATION, CURB/CUTTER AND OTHER EXISTING ELEMENTS BASED UPON INFORMATION SUPPLIED TO LANDSCAPE ARCHITECT BY OTHERS. CONTRACTOR SHALL VERIFY ANY AND ALL DISCREPANCIES PRIOR TO CONSTRUCTION AND NOTIFY LANDSCAPE ARCHITECT OF SAME.

THE ALIGNMENT AND GRADES OF THE PROPOSED WALKS, TRAILS AND/OR ROADWAYS ARE SUBJECT TO FIELD ADJUSTMENT REQUIRED TO CONFORM TO LOCALIZED TOPOGRAPHIC CONDITIONS AND TO MINIMIZE TREE REMOVAL AND GRADING. ANY CHANGE IN ALIGNMENT MUST BE APPROVED BY LANDSCAPE ARCHITECT.



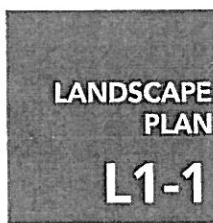
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763.424.5505
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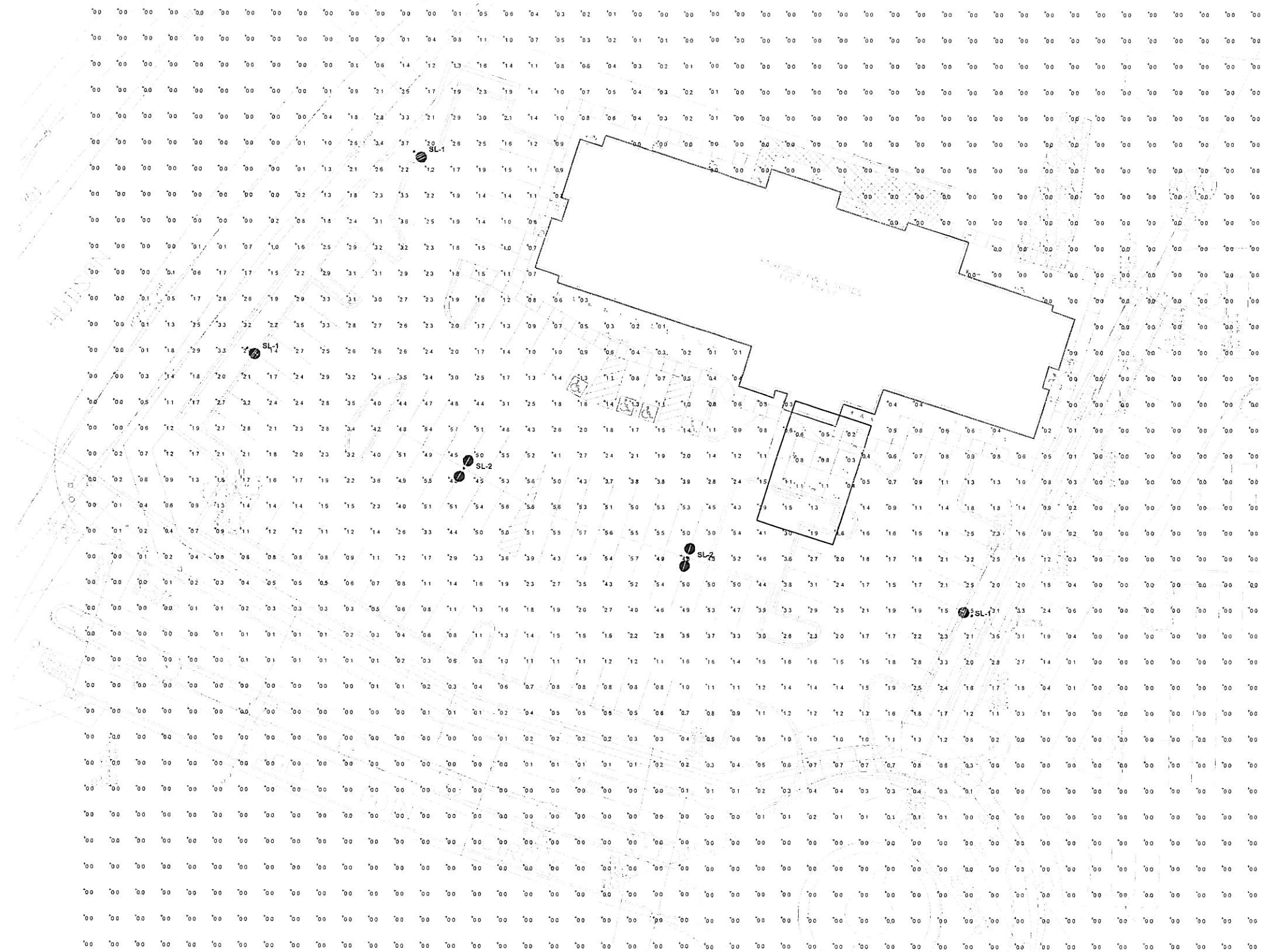


CADD QUALIFICATION
CADD files created by the landscape architect are for informational purposes only. The landscape architect is not responsible for the accuracy of the CADD files. The user of the CADD files is responsible for the accuracy of the information contained therein. The landscape architect is not responsible for the accuracy of the information contained in the CADD files. The user of the CADD files is responsible for the accuracy of the information contained therein.

SUBMITTAL/REVISIONS

PROFESSIONAL SIGNATURE	
Signature: [Blank]	Date: 20383
QUALITY CONTROL	
Project No: 15439-0A	Project Lead: LW
Drawn By: DDL	Checked By: LW
Review Date: 12/07/17	
SHEET INDEX	





SITE LIGHTING PLAN PTxPT
SCALE: 1" = 20'-0"

LUMINAIRE SCHEDULE							
Symbol	Label	Qty	Catalog Number	Description	Lamp	File	Lumens LLF Watts
●	SL-1	3	ECF-3-215LA-641A-NW	ECOFORM	(1) LIGHT ARRAY OF 64 LEDS DRIVEN AT 1050mA	ECF-3-215LA-641A-NWIES	Absolute 0.90 210
●	SL-2	2	ECF-3-215LA-641A-NW	ECOFORM	(1) LIGHT ARRAY OF 64 LEDS DRIVEN AT 1050mA	ECF-3-215LA-641A-NWIES	Absolute 0.90 420

STATISTICS						
Description	Symbol	Avg	Max	Min	Max/Min	Avg/Min
Overall Area	+	0.8 fc	5.7 fc	0.0 fc	N/A	N/A
Parking Area	+	2.5 fc	5.7 fc	0.5 fc	11.4:1	5.0:1



Fairfield Inn & Suites
Lake Elmo, MN
Site Lighting PtxPt

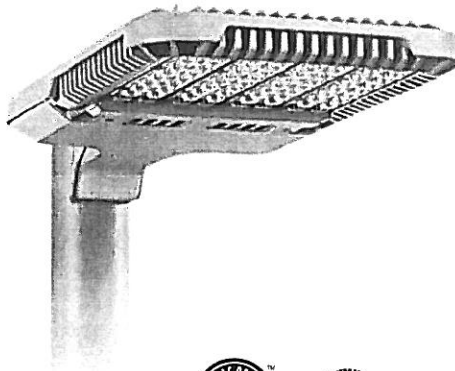
Designer
DAC
Date
Dec 12 2017
Scale
1"=20'-0"
Project No.
17-146

PHILIPS



Site & Area

EcoForm



Project _____

Location _____

Cat No _____

Type _____

Qty _____

Notes _____

Philips Gardco EcoForm LED luminaire combines economy with performance. Capable of delivering up to 20,000 lumens or more in a compact, low profile housing. EcoForm offers a new level of customer value. EcoForm features an innovative retrofit arm kit, simplifying site conversions to LED by eliminating the need to drill additional holes in most existing poles. Integral control systems, including motion response and wireless controls are available for further energy savings during off peak hours.

Ordering guide

example: ECF-APD-MRO-1-4-75LA-NW-120-NP-LF

Prefix	Controls	Mounting	Optical System	Wattage	Color Temp	Voltage	Finish	Options
ECF	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
ECF EcoForm	<p>— Standard luminaire (leave blank)</p> <p>DIM 0-10V Dimming</p> <p>APD¹ Auto Profile Dimming</p> <p>APD-MRO² Auto Profile Dimming and Motion Response Override pole mounted motion sensor</p> <p>APD-MRI³ APD with Motion Response Override luminaire sensor</p> <p>MRI³ Motion Response at 50% low luminaire sensor</p> <p>MR50² Motion Response at 50% low, pole mounted sensor</p> <p>Wireless Controls (Remote wireless controller available See p 2 for details)</p> <p>LLC2⁴ #2 lens for 8' mounting heights</p> <p>LLC3⁴ #3 lens for 9-20' mounting heights</p> <p>LLC4⁴ #4 lens for 21-40' mounting heights</p>	<p>1 Standard</p> <p>2 2@180</p> <p>2@90 2@90</p> <p>3 3@90</p> <p>3@120 3@120</p> <p>4 4@90</p> <p>WS Wall mount including surface conduit rear entry permitted</p> <p>MA Mast Arm Fitter (requires 2-3/8" O.D. Mast Arm)</p>	<p>2 Type 2</p> <p>3 Type 3</p> <p>4 Type 4</p> <p>5 Type 5</p>	<p>530 mA</p> <p>55LA-3253¹</p> <p>75LA-4853</p> <p>100LA-6453</p> <p>700mA</p> <p>70LA-3270</p> <p>105LA-4870</p> <p>135LA-6470</p> <p>1050mA</p> <p>105LA-321A¹</p> <p>160LA-481A</p> <p>215LA-641A</p>	<p>CW Cool White 5,700K 70 CRI (nominal)</p> <p>NW Neutral White 4,000K 70 CRI (nominal)</p> <p>WW⁵ Warm White 3,000K 70 CRI (nominal)</p>	<p>120 120V</p> <p>208 208V</p> <p>240 240V</p> <p>277 277V</p> <p>347 347V</p> <p>480 480V</p> <p>UNV 120-277V 50hz/60hz</p> <p>HVU 347-480V 50hz/60hz</p>	<p>BRP Bronze Paint</p> <p>BLP Black Paint</p> <p>WP White Paint</p> <p>NP Natural Paint</p> <p>OC Optional Color Specify optional color or RAL (ex. OC-LGP or OC-RAL7024)</p> <p>SC Special color Specify, must supply color chip Requires factory quote</p>	<p>TL Tool-Less entry and driver removal hardware</p> <p>TB³ Terminal Block</p> <p>IS⁶ Internal Shield</p> <p>LF⁷ Line Fusing</p> <p>LFC⁷ Line Fusing for Canada</p> <p>PC^{3,7,8} Receptacle with Photocell (Includes PCR5)</p> <p>PCB^{4,7,8} Photocell Button</p> <p>PCR5^{4,9,10} Photocell Receptacle only with 2 dimming connections</p> <p>PCR7^{4,10,11} Photocell Receptacle only with 2 dimming and 2 auxiliary connections</p> <p>RAM Retrofit Arm Mount kit</p> <p>PTF2¹² Pole Top Fitter for 2 1/8"-3" Tenon</p> <p>PTF3¹² Pole Top Fitter for 3"-3 1/2" Tenon</p> <p>PTF4¹² Pole Top Fitter for 3 1/2"-4" Tenon</p> <p>RPA¹¹ Round Pole Adapter for 3"-3 9" O.D.</p> <p>BD Bird Deterrent (field installed only)</p>

1 Available in 120V-277V Voltages only (UNV, 120, 208, 240 & 277)

2 MR50 and APD-MRO luminaires require one motion sensor per pole, ordered separately. See page 2 for Accessories. Available in 120V or 277V only

3 ECF-MRI requires outboard sensor when used with Terminal Block (TB) Option

4 LLC2/LLC3/LLC4 Wireless Controls are not configurable with PC/PCB/PCR5/PCR7 Options See page 6-7 for more info

5 Contact factory for lead times on warm white

6 Not configurable with Type 5 (5) Optics

7 Not configurable with 120-277V (UNV) Voltage Voltage must be specified

8 Not configurable with 480V (480) Voltage

9 Works with 3-pin or 5-pin NEMA photocell/dimming device

10 If ordered with DIM, APD, MRI, MR50, APD-MRI, APD-MRO, dimming will not be connected to NEMA receptacle

11 Works with 3-pin or 5-pin NEMA photocell/dimming device and auxiliary connections are not connected (for future use only)

12 Not configurable with 3@120 (3@120) Mounting

13 No adaptor required for 4" round poles RPAs provided with Black Paint standard

ECF EcoForm LED luminaire

EcoForm Accessories (order separately)

FS1R-100

MR hand held programmer

For use with 'MRI' motion response when field programming is required. If desired, only one is needed per job

MS-A-120V

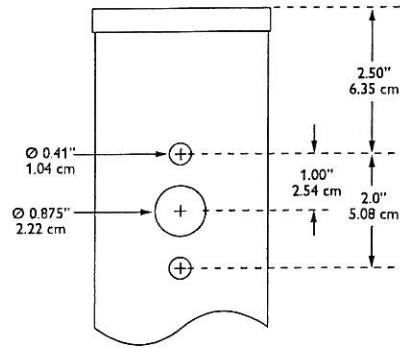
120V Input Area Motion Sensor
For MR50 (Motion Response) or APD-MRO (Automatic Profile Dimming with Motion Response Override)

MS-A-277V

277V Input Area Motion Sensor
For MR50 (Motion Response) or APD-MRO (Automatic Profile Dimming with Motion Response Override)

Note: Motion Sensors are ordered separately, with one (1) motion sensor required per pole location for MR50 or APD-MRO luminaires. See Luminaire Configuration Information on page 5 for more details. Area motion sensor color is Arctic White. MRI and APD-MRI luminaires include an integral motion sensor.

EcoForm Drill Template (standard arm mount)



EcoForm Wireless Controls Accessories (for wall or pole mount)^{1,2,3,4}

LLCR2-(F)

Standalone wall or pole wireless controller with #2 Lens.

LLCR3-(F)

Standalone wall or pole wireless controller with #3 Lens.

LLCR4-(F)

Standalone wall or pole wireless controller with #4 Lens.

1 When using the wireless remote accessory option (LLCR-F) in a pole mount application, specify pole option (CL= Coupling Internal Thread, 3/4" size)

2 120-277V only

3 Must specify finish (F=Specify matching finish)

4 Luminaire configuration must include 0-10V Dimming 'ECF-DIM' option when Wireless Controls Accessories are specified

LED Wattage and Lumen Values (standard EcoForm luminaire)

Ordering Code	No. of LED Modules (16 LEDs per Module)	Total LEDs	LED Current (mA)	Average System Watts ⁵	Color Temp.	Type 2			Type 3			Type 4			Type 5		
						Delivered Lumens ⁶	Efficacy (LPW)	BUG Rating	Delivered Lumens ⁶	Efficacy (LPW)	BUG Rating	Delivered Lumens ⁶	Efficacy (LPW)	BUG Rating	Delivered Lumens ⁶	Efficacy (LPW)	BUG Rating
55LA-3253	2	32	530	52	4000K	6,294	122	B1-U0-G1	6,190	120	B2-U0-G2	6,106	118	B1-U0-G2	5,867	114	B3-U0-G2
70LA-3270	2	32	700	69	4000K	7,754	112	B2-U0-G2	7,955	115	B2-U0-G2	7,659	111	B2-U0-G2	7,421	107	B3-U0-G2
75LA-4853	3	48	530	77	4000K	9,344	121	B2-U0-G2	9,191	119	B2-U0-G2	9,086	117	B2-U0-G2	8,712	113	B3-U0-G2
105LA-321A	2	32	1050	107	4000K	10,709	100	B2-U0-G2	10,981	103	B3-U0-G2	10,576	99	B2-U0-G2	10,255	96	B4-U0-G2
105LA-4870	3	48	700	104	4000K	11,513	111	B2-U0-G2	11,812	114	B3-U0-G2	11,373	110	B2-U0-G2	11,019	106	B4-U0-G2
100LA-6453	4	64	530	103	4000K	12,491	121	B2-U0-G2	12,285	119	B3-U0-G2	12,129	118	B2-U0-G2	11,645	113	B4-U0-G2
135LA-6470	4	64	700	139	4000K	15,390	111	B3-U0-G2	15,789	114	B3-U0-G2	15,192	110	B3-U0-G3	14,729	106	B4-U0-G2
160LA-481A	3	48	1050	158	4000K	15,901	101	B3-U0-G3	16,343	103	B3-U0-G2	15,695	99	B3-U0-G3	15,188	96	B4-U0-G2
215LA-641A	4	64	1050	211	4000K	21,255	101	B3-U0-G3	21,265	100	B4-U0-G3	20,984	99	B3-U0-G3	20,874	99	B5-U0-G3

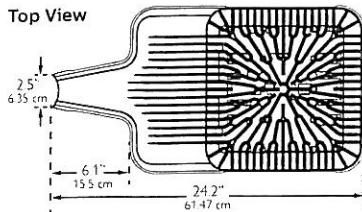
5 System input wattage may vary based on input voltage, by up to +/- 10%, and based on manufacturer forward voltage, by up to +/- 8%

6 Lumen values based on photometric tests performed in compliance with IESNA LM-79

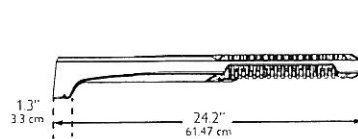
Note: Some data may be scaled based on tests of similar, but not identical, luminaires

Dimensions – Standard EcoForm luminaire

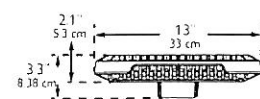
Top View



Side View



End View



EPA (ft²/m²)

Single	Twin (2@180)	3/4@90
0.2 / 0.019	0.5 / 0.046	0.5 / 0.046

Approximate Luminaire Weight
20 Lbs (9.07 Kg)



STAFF REPORT

DATE: January 22, 2018

BUSINESS ITEM

ITEM #: 5b

TO: Planning Commission
FROM: Emily Becker, Planning Director
AGENDA ITEM: AirBNB Ordinance
REVIEWED BY: Ben Prchal, City Planner

BACKGROUND:

The City received an inquiry from a resident who would like to use a property as an AirBNB rental. The aforementioned property is located within the Rural Single Family (RS) zoning district in which AirBNBs are not allowed. The subject of allowing AirBNBs within the RS zoning district was discussed at the July 11th, 2017 workshop, and as a result Staff was asked to explore the option.

At its August 14, 2017 meeting, the Planning Commission considered where AirBNBs and other types of bed and breakfasts should be allowed within different zoning districts than they are currently and if the standards for such uses should be amended.

ISSUE BEFORE THE COMMISSION:

The Commission is being asked to consider whether AirBNBs (and other types of bed and breakfasts) should be allowed within different zoning districts than they are currently and if the standards for such uses should be amended.

REVIEW/ANALYSIS:

Definition. The Zoning Code defines a bed and breakfast as a private, owner-occupied residence that contains no more than five (5) guestrooms where lodging, with or without meals, is provided for compensation.

Zoning. Bed and breakfasts are currently a conditional accessory use in the Rural Development Transitional (RT), Agricultural (A), Rural Residential (RR), Medium Density Residential (MDR), High Density Residential (HDR), Village Mixed Use (VMX), and General Business (GB) zoning districts. They are *not* allowed in the Rural Single Family (RS), Residential Estates (RE), Low Density Residential (LDR), Village Low Density Residential (V-LDR), Limited Commercial (LC), Convenience Commercial (CC), Commercial (C), or Business Park (BP) zoning districts.

Allowing such a conditional use within the RT, A, and RR zoning districts makes sense from a planning perspective, as properties within these zoning districts are typically larger (10 acres or more), and therefore such a use is less likely to create a nuisance to neighboring properties.

Properties within the other rural districts are much smaller, and constant revolving guests could create a nuisance to an otherwise typically quiet, rural area with smaller lots. However, allowing such a use for these properties would promote visitors to Lake Elmo and allow residents to better utilize their properties by allowing guests to stay in areas that could be more attractive (i.e. proximity to the lake (many of the lakes within the city are surrounded by RS and RE-zoned properties)) than other larger properties. However, short-term rentals also have the possibility to contribute to noise, litter, congestion, and the use of on-street parking, increasing likelihood of nuisance complaints. Properties within the Low Density Residential district are even smaller and therefore the potential to create nuisances such as increased parking and noise is much higher, though the same goes for properties zoned Medium and High Density Residential. Of the commercial districts, single-family and multifamily dwellings are only allowed in the Commercial zoning district as a conditional use, so it makes sense to not allow bed and breakfasts within these districts.

Standards. The Zoning Code sets forth the following standards for bed and breakfasts:

Bed and Breakfast. The facility shall be located in a single-family detached dwelling.

1. The number of lodging rooms in any building shall not exceed five (5) unless in the opinion of the Planning Commission and City Council conditions warrant additional rooms.
2. The facility shall maintain a guest register open to inspection by the City.
3. Guest stay shall be limited to seven (7) days.
4. The applicant shall meet all applicable government regulations.
5. The operator shall carry liability insurance, and shall provide proof of such insurance to the City upon request.

Additionally, parking requirements require 1 space per guest room in addition to dwelling unit requirements.

Previous Planning Commission Review. When the Planning Commission considered where bed and breakfasts should be allowed and if they should be considered conditional or permitted uses, the Planning Commission generally felt that the City shouldn't get involved in the issue and there currently does not seem to be a problem. The Planning Commission felt that bed and breakfasts should be permitted, rather than conditional, accessory uses in zoning districts in which they are currently allowed and conditional uses in zoning districts in which they are not currently allowed. Staff has drafted an ordinance accordingly.

FISCAL IMPACT:

If the City chooses to allow bed and breakfasts in more zoning districts, there may be an increase in conditional use permits, for which the city would receive the applicable land use application fee. If the City chooses to require licenses and lodging tax for such use, these would be additional revenue sources. However, such use could also cost additional staff time with enforcement issues.

OPTIONS:

The Planning Commission may:

- Recommend that Council adopt Ord. 08- as proposed by Staff.
- Make amendments to Ord. 08- and recommend that Council adopt as amended.
- Recommend that Council not adopt Ord. 08-.

ATTACHMENTS:

- Draft Ord. 08-

**CITY OF LAKE ELMO
COUNTY OF WASHINGTON
STATE OF MINNESOTA**

ORDINANCE NO. 08-

**AN ORDINANCE AMENDING THE LAKE ELMO CITY CODE OF ORDINANCES AS
IT PERTAINS TO ACCESSORY USE OF BED AND BREAKFAST**

SECTION 1. The City Council of the City of Lake Elmo hereby amends Chapter 154: Zoning Code; Article XI: Rural Districts; Section 154.401: Permitted, Conditional, and Interim Uses, by amending the following:

Table 9-1: Permitted, Conditional, and Interim Uses, Rural Districts

	RT	A	RR	RS	RE	Standard
Residential Uses						
Household Living						
Single-Family Detached Dwelling	P	P	P	P	P	154.404 (A)
Secondary Dwelling	-	P	-	-	-	154.404 (D)
Services						
Self Service Storage Facility	I ^a	I ^a	-	-	-	154.404 (G)
Outdoor Recreation						
Outdoor Recreation Facility	-	C	-	-	-	154.306 (C)
Parks and Open Areas	P	P	P	P	P	154.012 (B) (7)
Restricted Recreation	-	C	-	-	-	154.306 (B)
Agricultural and Related Uses						
Agricultural Entertainment Business	I	I	I	-	-	154.914
Agricultural Production	P	P	P	-	-	154.012 (B) (9)
Agricultural Sales Business	I	I	I	-	-	154.913
Agricultural Services	C	C	-	-	-	154.404 (J)
Forestry Operations	-	P	-	-	-	154.012 (B) (9)
Greenhouses, Non Retail	C	C	C	-	-	154.012 (B) (9)
Wayside Stand	P	P	P	-	-	154.012 (B) (9)
Industrial and Extractive Uses						
Motor Freight and Warehousing	I ^a	-	-	-	-	154.404 (G)
Accessory Uses						
Bed and Breakfast	<u>C-P</u>	<u>C-P</u>	<u>C-P</u>	<u>-C</u>	<u>-C</u>	154.012 (B) (12)
Domestic Pets	P	P	P	P	P	154.012 (B) (12)
Family Day Care	P	P	P	P	P	154.012 (B) (12)
Home Occupation	P	P	P	P	P	154.012 (B) (12)
Kennel, Private	C	C	C	-	-	154.012 (B) (12)
Solar Equipment	P	P	P	P	P	154.310 (C)
Stable, Private	C	C	C	-	-	154.012 (B) (12)

Table 9-1: Permitted, Conditional, and Interim Uses, Rural Districts

	RT	A	RR	RS	RE	Standard
Swimming Pools, Hot Tubs, Etc.	P	P	P	P	P	154.012 (B) (12)
Temporary Sales	P	P	P	P	P	154.012 (B) (12)
Water-Oriented Accessory Structures	P	P	P	P	P	154.800
Other Structures Typically Incidental and Clearly Subordinate to Permitted Uses	P	P	P	P	P	
Commercial Wedding Ceremony Venue	I	I	I			154.310 (D)
Open Space Preservation Development						
OP Development	-	C	C	-	-	Article 16

SECTION 2. The City Council of the City of Lake Elmo hereby amends Chapter 154: Zoning Code; Article XII: Urban Residential Districts; Section 154.451: Permitted, Conditional, and Interim Uses:

	<i>GCC</i>	<i>LDR</i>	<i>MDR</i>	<i>HDR</i>	<i>Standard</i>
Residential Uses					
Household Living					
Single-family detached dwelling	P*	P	P	P	154.174 (B), (E), *(O)
Two-family dwelling	-	-	P	P	154.174 (F)
Single-family attached dwelling	-	-	P*	P**	154.154 *(G), **(J)
	GCC	LDR	MDR	HDR	Standards
Multifamily dwelling (rental or condominium)	-	-	C*	P**	154.454 *(H), **(K)
Secondary dwelling	C	C	C	C	154.454 (C)
Live-work unit	-	-	-	C	154.454 (L)
Manufactured home park	-	-	C	-	151.035-151.150
Group Living					
Group Home	-	P	P	P	154.301 (C)
Group residential facility	-	-	C	C	154.301 (B)
Halfway House	-	-	-	C	154.301 (B)
Congregate Housing	-	-	C	C	154.301 (C)
Semi-transient accommodations	-	-	C	C	154.301 (D)

<i>Public and Civic Uses</i>					
Community services	-	-	-	C	
Day care center	-	-	C	C	154.012 (2) (d)
Schools, public and private	-	C	C	C	154.303 (A)
<i>Services</i>					
Offices		-	-	C	154.454 (M)
Funeral home		-	-	C	154.454 (I)
Personal services		-	-	C	154.454 (I)
Nursing and personal care		-	-	C	154.303 (C)
<i>Sales of Merchandise</i>					
Neighborhood convenience store		-	-	C	154.454 (N)
Wayside stand		P	P	P	154.454 (D)
<i>Outdoor Recreation</i>					
Golf course	P	C	-	-	154.306 (A)
Outdoor recreation facility	C	-	-	-	154.306 (C)
Indoor recreation facility	C	-	-	-	154.307, 154.454 (Q)
Parks and open areas	P	P	P	P	
	GCC	LDR	MDR	HDR	Standards
<i>Transportation and Communications</i>					
Broadcasting or communication facility	-	C	C	C	
<i>Accessory Uses</i>					
Home occupation	P	P	P	P	154.012 (12) (e)
Bed and breakfast	- <u>C</u>	- <u>C</u>	C <u>P</u>	C <u>P</u>	154.310 (A)
Domestic pets	P	P	P	P	
Family day care	P	P	P	P	154.012 (12) (b)
Group family day care	-	C	C	C	154.012 (12) (b)
Temporary sales	P	P	P	P	154.456 (I)
Parking facility	-	-	-	C	

Solar equipment	P	P	P	P	154.456 (I)
Swimming pools, hot tubs, and the like	P	P	P	P	154.310 (C)
Water-oriented accessory structures	P	P	P	P	154.800
Restaurant	C	-	-	-	154.454 (P)
Drinking and Entertaining	C	-	-	-	154.454 (P)
Semi-transient accommodations	C	-	-	-	154.454 (R)
Other structures typically incidental and clearly subordinate to permitted uses	P	P	P	P	

SECTION 4. The City Council of the City of Lake Elmo hereby amends Chapter 154: Zoning Code; Article XIII: Village Mixed Use District; Section 154.401: Permitted, Conditional, and Interim Uses by amending the following:

	V-LDR	VMX	Standard
Residential Uses			
Household Living			
Single-family detached dwelling	P	C*	154.505 (A) (1), (2), *(4)
Two-family dwelling	-	C*	154.505 (A) (1), *(4)
Single-family attached dwelling	-	C	154.505 (A) (1), (5)
Multifamily dwelling	-	C	154.505 (A) (1), (6)
Secondary dwelling	C	C	154.454 (C) & 154.505 (A) (1), (3)
Live-work unit	-	C	154.505 (B) (6)
Group Living			
Group Home	P	P	154.301 (A)
Group Residential Facility	-	C	154.301 (B)
Congregate Housing	-	C	154.301 (C)
Semi-Transient Accommodations	-	C	154.301 (C)
Public and Civic Uses			
Community Services	-	P	154.012 (B)
Day Care Center	-	P	154.012 (B)
Public Assembly	-	C	154.012 (B)
Religious Institutions	-	C	154.303 (N)
Schools, Public and Private	-	C	154.303 (A)
Services			
Business Services	-	P	154.012 (B)
Business Center	-	P	154.012 (B)
Offices	-	P	154.012 (B)
Communications Services	-	P	154.012 (B)
Education Services	-	P	154.303 (A) 154.012 (B)
Financial Institution	-	P	154.012 (B)

Funeral Home	-	C	154.012 (B)
Lodging	-	C	154.302 (D)
Medical Facility	-	C	154.303 (B)
Membership Organization	-	C	
Nursing and Personal Care	-	C	154.303 (C)
Personal Services	-	P	
Repair and Maintenance Shop	-	C	154.505 (B) (1)
Trade Shop	-	C	154.505 (B) (2)
Veterinary Services	-	C	154.505 (B) (3)
Food Services			
Standard Restaurant	-	P	
Restaurant with Drive-through	-	C	154.304 (A)
Drinking and Entertainment	-	P	154.304 (B)
Sales of Merchandise			
Retail Trade ¹	-	P	
Farmer's Market	-	C	
Garden Center	-	C	154.554 (G)
Neighborhood Convenience Store	-	P	
Shopping Center	-	C	
Wayside Stand	P	P	154.454 (D)
Automotive/Vehicular Uses			
Automobile Maintenance Service	-	C	154.505 (B) (5)
Automobile Parts/Supply	-	C	154.505 (B) (5)
Gasoline Station	-	C	154.305 (B)
Parking Facility	-	C	154.505 (B) (7)
Sales and Storage Lots	-	C	154.305 (C)
Outdoor Recreation			
Outdoor Recreation Facility	-	C	154.306 (C)
Parks and Open Areas	P	P	
Indoor Recreation/Entertainment			
Indoor Athletic Facility	-	C	154.307
Indoor Recreation	-	C	154.307
Transportation and Communications			
Broadcasting or Communications Facility	-	C	
Mixed Uses			
Combination of Principal Uses on a single parcel	-	C/P	154.501 (B)
Combination of Principal and Accessory Uses on a single parcel	P	P	154.501 (A)
Accessory Uses			
Home Occupation	P	P	154.012 (12) (e)
Bed and Breakfast	-	C <u> </u> P <u> </u>	154.310 (A)
Family Day Care	P	P	154.012 (12) (d)
Group Family Day Care	-	C	

Temporary Sales	P	P	154.509 (G)
Parking Facility	-	P	154.505 (H) (7)
Solar Equipment	P	P	154.310 (C)
Swimming Pools, Hot Tubs, Etc.	P	P	
Other Structures Typically Incidental and Clearly Subordinate to Permitted Uses	P	P	

SECTION 6. The City Council of the City of Lake Elmo hereby amends Chapter 154: Zoning Code; Article XVI: Commercial Districts; Section 154.551: Permitted, Conditional, and Interim Uses, by amending the following:

Table 12-1: Permitted, Conditional and Interim Uses, Commercial Districts

	<i>LC</i>	<i>CC</i>	<i>C</i>	<i>BP</i>	<i>Standard</i>
<i>Residential Uses</i>					
Household Living					
Single-family attached dwelling	-	-	C	-	154.554 (A)
Multifamily dwelling	-	-	C	-	154.554 (B)
Live-work unit	C	C	C	-	154.012 (B) (1)
Group Living					
Semi-transient accommodations	-	-	C	-	154.301 (D)
Congregate housing	-	-	C	-	154.301 (C)
<i>Public and Civic Uses</i>					
Colleges and universities	-	-	C	C	154.012 (B) (2), 154.303 (A)
Community service	-	C	C	C	154.012 (B) (2)
Day care center	C	C	C	C	154.012 (B) (2)
Schools, public and private	-	-	C	C	154.012 (B) (2), 154.303 (A)
	LC	CC	C	BP	Standard
Public assembly	-	-	C	C	154.012 (B) (2)
Religious institutions	-	-	C	-	154.012 (B) (2), 154.303 (N)
<i>Services</i>					
Business services	P	P	P	P	154.012 (B) (3)
Business center	P	P	P	P	154.012 (B) (3)
Offices	P	P	P	P	154.012 (B) (3)

Commercial kennel	-	-	C	-	
Communication services	C	C	P	P	154.012 (B) (3)
Educational services	P	P	P	P	154.012 (B) (3), 154.303 (A)
Financial institution	P	P	P	P	154.012 (B) (3)
Funeral home	-	C	P	-	154.012 (B) (3)
Lodging	-	-	P	C*	154.012 (B) (3), 154.302 (D), *154.554 (C)
Medical facility	-	-	C	C	154.012 (B) (3), 154.303 (B)
Membership organization	P	P	P	-	154.012 (B) (3)
Nursing and personal care	C	C	C	-	154.012 (B) (3), 154.303 (C)
Personal services	P	P	P	-	154.012 (B) (3)
Services					
Repair and maintenance shop	-	-	P	-	154.554 (D)
Self-service storage	-	-	C	C	154.303 (D)
Trade shop	-	-	P	-	154.554 (E)
Transportation services	-	-	-	C	154.012 (B) (3)
Veterinary services	P	P	P	C	154.554 (F)
Food Services					
Standard restaurant	-	P	P	C*	154.012 (B) (4), 154.554 (L)
Drive-in restaurant	-	C	C	-	154.304 (A)
Drinking & entertainment	-	C	P	-	154.304 (B)
Fast food restaurant	-	P	P	C*	*154.554 (M)
Sales of Merchandise					
General retail sales ¹	C	P	P	C*	154.554 (N)
Building supplies sales	-	-	C	-	
Warehouse club sales	-	-	C	-	
Furniture and appliance sales	-	-	P	-	
	LC	CC	C	BP	Standard
Grocery, supermarket	-	-	P	-	
Liquor store	-	P	P	-	

Garden center	-	-	P	-	154.554 (G)
Neighborhood convenience store	-	P	P	-	
Shopping center	-	P	P	-	
<i>Sales of Merchandise</i>					
Wholesaling	-	-	P	-	
<i>Automotive/Vehicular Uses</i>					
Automobile maintenance service	-	-	C	-	154.554 (H)
Automobile parts/supply	-	-	P	-	154.554 (H)
Car wash	-	-	C	-	154.012 (B) (6)
Commercial vehicle repair	-	-	-	-	154.554 (H)
Gasoline station	-	C	C	-	154.305 (B)
Parking facility	-	-	C*	C	*154.554 (I)
Sales and storage lots	-	-	C	-	154.305 (C)
<i>Outdoor Recreation</i>					
Campgrounds and trailering	-	-	-	-	
Golf course	-	-	-	-	
Marina	-	-	-	-	
Outdoor entertainment	-	-	-	-	
Outdoor recreation facility	-	-	C	-	154.306 (C)
Parks and open areas	P	P	P	P	154.012 (B) (7)
Restricted recreation	-	-	-	-	
<i>Indoor Recreation/Entertainment</i>					
Adult establishment	-	-	-	C	Chapter 113
Indoor athletic facility	-	C	P	C	154.307 (A)
<i>Indoor Recreation/Entertainment</i>					
Indoor recreation	-	-	C	-	154.307 (A)
<i>Agricultural and Related Uses</i>					
Agricultural sales business	-	I	P	-	154.012 (B) (9)
Agricultural services	-	-	C	-	154.012 (B) (9)
	LC	CC	C	BP	Standard
Agricultural support	-	-	C	-	154.012 (B) (9)
Greenhouses - non retail	-	-	-	-	154.012 (B) (9)
Wayside stand	P	P	P	P	154.012 (B) (9)

<i>Industrial and Extractive Uses</i>					
Heavy industrial	-	-	-	-	
Landfill	-	-	-	-	
Light industrial	-	-	-	C	154.012 (B) (10)
Non-production industrial	-	-	-	C	154.554 (J)
Motor freight and warehousing	-	-	-	C	154.012 (B) (10)
Research and testing	-	-	-	C	154.012 (B) (10)
Resource extraction	-	-	-	-	154.012 (B) (10)
Salvage/recyclable center	-	-	-	-	154.012 (B) (10)
<i>Transportation and Communications</i>					
Broadcasting and communications	C	C	C	C	154.012 (B) (11), 154.083
<i>Accessory Uses</i>					
Bed and breakfast	-	-	<u>-C</u>	-	154.012 (B) (12), 154.310 (A)
Drive-through facility	-	C	C	-	154.304 (A)
Family day care	-	-	-	-	154.012 (B) (12)
Group family day care	-	-	-	-	154.012 (B) (12)
Home occupation	-	-	-	-	154.012 (B) (12)
Parking facility	C	C	P*	P	*154.554 (I)
Outdoor storage	-	-	C	-	
Outdoor display	-	-	C	-	
Solar equipment	P	P	P	P	154.310 (C)
Other structures typically incidental and clearly subordinate to permitted use	P	P	P	P	

SECTION 6. Effective Date. This ordinance shall become effective immediately upon adoption and publication in the official newspaper of the City of Lake Elmo.

SECTION 7. Adoption Date. This Ordinance 08-____ was adopted on this _____ day of ____ 2017, by a vote of ____ Ayes and ____ Nays.

LAKE ELMO CITY COUNCIL

Mike Pearson, Mayor

ATTEST:

Julie Johnson, City Clerk

This Ordinance 08-____ was published on the ____ day of _____, 2017.



STAFF REPORT

DATE: 1/22/2018

BUSINESS

ITEM #: #6a

MOTION

TO: Planning Commission
FROM: Ben Prchal, City Planner
AGENDA ITEM: Wind Generator Ordinance
REVIEWED BY: Emily Becker, Planning Director

BACKGROUND:

The Planning Commission had requested staff to establish new language for the wind power ordinance for the City. Staff has created a draft ordinance and zoning standards for the commission to review and provide feedback. The ordinance was to be reviewed at the December 11, 2017 meeting, but time did not allow for the ordinance to be considered by the Planning Commission. A public hearing was opened and was continued on to this meeting.

ISSUE BEFORE COMMISSION:

The Planning Commission is being asked to make recommendations towards the drafted ordinance and zoning standards for Wind Generator installment.

PROPOSAL DETAILS/ANALYSIS:

Staff is requesting the Planning Commission to make suggestions towards:

- The number of wind generators allowed per parcel
- Standards for smaller wind generators. Right now the shortest a wind generator could be is 56 feet (with the largest blade option)
- Standards within the shoreland overlay district

Presented is a large re-formatting of the previously drafted ordinance. This was done to make it more clear to the perspective applicant as to what is expected by the City for wind generator installment.

What has changed?

- No longer just an accessory use
- Application provided by planning department
- Maintenance section adjusted to include language on routine maintenance
- Roof/Structure mounted systems are allowed in the shoreland overlay district, limited to maximum height within the district, one system per structure in rural district, manufacture recommendations limit the number allowed in commercial districts.
- More color options have been added
- The number of ground mounted systems beyond 1 is then limited to 1 system per acre
- Signage added to transformers and substations that are related to the system

- Electrical certification added
- Intent to install – consent from the local utility

Application Review.

- Reviewed by Building Official and staff, since wind Generators are a Conditional Use a public hearing will be necessary.

Proposal

Staff recommends that Wind Generators be added into the zoning code as a principal and accessory use subject to a conditional use permit.

FISCAL IMPACT:

None are known at this time.

OPTIONS:

The Commission may wish to:

- Direct Staff to make amendments to the draft ordinance and bring back to the Planning Commission
- Approve the ordinance as it is drafted.
- Make amendments to the drafted ordinance and approve with amendments.
- Recommend no changes or amendments to the current City code.

ATTACHMENTS:

- Existing Ordinance
- Zoning Code – Draft
- Maplewood Ordinance.

CITY OF LAKE ELMO
COUNTY OF WASHINGTON
STATE OF MINNESOTA

ORDINANCE NO. 08-__

**AN ORDINANCE AMENDING THE LAKE ELMO CITY ZONING CODE OF
ORDINANCES BY ADDING ADDITIONAL STANDARDS AND LANGUAGE FOR
WIND GENERATOR SYSTEMS.**

SECTION 1. The City Council of the City of Lake Elmo hereby amends Title I: General Provisions; Chapter 11: Definitions 11.01 by amending the definition of Wind Generator:

Wind Generator. A machine which generates energy/power from the wind ~~and is extend from a horizontal shaft.~~

SECTION 2. The City Council of the City of Lake Elmo hereby amends Title XV: Land Use; Chapter 150: Wind Generators, by repealing Sections 150.090 – 150.094 of the Wind Generator code:

SECTION 3. The City Council of the City of Lake Elmo hereby amends Title XV: Land Usage; Chapter 154: Zoning Code; Article II; Section 154.012; Subd. (B) (12) by adding the language as follows:

Wind Generator. A machine which generates energy/power from the wind.

SECTION 4. The City Council of the City of Lake Elmo hereby amends Title XV: Land Usage; Chapter 154: Zoning Code; Article IX; to create Section 154.308 Standards for Alternative Energy and include the language as follows:

A. *Wind Generator Systems.* Wind generator systems are allowed as conditional principal and accessory uses in Rural and Commercial Zoning Districts. The system must comply with all standards and designated setbacks described in the zoning code and application process. . For Rural Districts, roof/structure mounted systems are limited to 1 system per structure. In Commercial Districts, the number of Roof/Structure mounted systems is limited to the manufacturers setback recommendations.

a. *Applicants should check for compliance with the local utility, State, and Federal laws before construction.*

1. *Application*

Applicants for a wind generator permit shall complete a Wind Generator Application form as provided by the Planning Department and shall include the following

- a) *A report from a professional engineer describing the proposed wind generator and certifying the safety of the device*
- b) *Appropriate certifications as required by a nationally Recognized Testing Laboratory. Self-certification is not allowed.*
- c) *A statement indicating that the proposed wind generator is in compliance with all applicable regulations of the Federal Aviation Administration where appropriate.*

d) All necessary information relating to site (site plan) and system design.

2. Setbacks & Height Restrictions

Ground Mounted Systems.

Height: 125 feet in height, this includes the system as a whole, from the base to the highest point.

Setbacks: At least 1.25 times the height of the wind generator from any lot line, shoreland overlay district boundary, and any utility lines and public or private road way.

Rural Districts: At least 200 feet from any structure on adjacent properties.

Rotors: Rotors or moving parts are required to be at least 30 feet above the ground and 30 feet above any obstruction within 100 feet of the base. Rotor diameter shall not exceed 52 feet or a blade length of 26 feet.

Minimum Lot Size: There is no minimum lot size on which a wind generator may be constructed unless there is more than one wind generator per parcel.

Number: For parcels which there is more than one wind generator, the number of additional wind generators allowed is limited to one system per 5 acres, and all systems must meet minimum setback requirements.

Roof/Structure Mounted Systems. Roof/structure mounted systems will require a conditional use permit and are an accessory use. The systems are allowed in Rural and Commercial districts.

Height: Subject to the maximum building height specified for the district in which it is constructed. Roof/structure generators must be set back a distance equal to its height away from utility lines.

Setbacks: Rural Districts - Systems are required to be mounted on the rear portion of the building.
Commercial Districts - Roof/structure mounted systems may be located on any portion of the roof, as long as the location can support the structure.

Rotors: Moving parts may not be located below the roof line on which the system is mounted.

Number: Rural Districts - The number of roof/structure mounted systems allowed is limited to one system per building.
Commercial Districts – The number of roof/structure mounted systems allowed is limited to the manufacturers setback recommendations.

3. General Standards

- a) Design - All turbines shall be commercially available, utility scale, and not prototype turbines.
 - Each Wind Generator shall be equipped with both a manual and automatic braking device capable of stopping the operation in high winds.
- b) Maintenance - Wind Generators shall be inspected and maintained under agreement or contract by the manufacturer or other qualified entity. The owner of the Wind Generator must have the tower inspected by a licensed qualified professional and submit to the City a report on the status and condition of the Wind Generator. The times of inspection shall be specified by the manufacture or at a minimum of every two (2) years.
 - Routine checkup/maintenance shall be conducted yearly with painting, part replacement, etc. being done as necessary. This does not require a report to be submitted.
- c) Climbing - To prevent unauthorized climbing, wind energy conversion system towers must comply with the following provisions:
 - Tower climbing apparatus shall not be located within 12 feet of the ground.
 - A locked anti-climb device shall be installed on the tower.
- d) Signage - Wind Generators shall have one (1) sign not to exceed two (2) square feet, posted at the base of the tower, containing the following information: Warning/High Voltage, manufacturer's name, emergency telephone number, emergency shutdown procedures, and identification number.
 - There shall also be signs located on transformers and substations which are directly connected to the system.
 - Systems shall not be used for displaying any advertising, nor for other uses including but not limited to cell phone antennas, flags, ham radio antennas, etc. No components unnecessary to the operation of the Wind Generator shall be allowed.
- e) Lightning - All Wind Generators shall be grounded to protect against lightning strikes
- f) Aviation - No Wind Generator shall be located in a way that will create an obstruction to navigable airspace of public and private airports in Minnesota. Wind Generators are prohibited in the Lake Elmo Airport Safety Zone.
- g) Feeder lines - The electrical collection system (Wind Generator) shall be placed underground within the interior of each parcel. They may run through Public water ways subject to DNR, FWS, and or USACOE permits.

- h) For all guyed towers - Visible and reflective objects, such as plastic sleeves, reflectors or tape, shall be placed on the guy wire anchor points and along the outer and innermost guy wires up to a height of 8 feet above the ground.
- i) Screening - Wind Generator are exempt from the screening requirements.
- j) Aesthetics - The appearance of the Wind Generator, tower and any other related components shall be maintained throughout the life of the Wind Generator per the manufactures/industry standards. Ground mounted Wind Generators shall be installed on tubular and monopole design towers.
- k) Color – Wind Generators shall be uniform in color, white or off white, grey, or another non-obtrusive color. Finishes shall be matt or non-reflective.
- l) Vibration - No wind energy conversion system shall produce vibrations through the ground that are perceptible beyond the property on which it is located.
- m) Noise - Wind Generator shall comply with language outlined in Chapter 130: General Offences; Noise Control Section 130.45.
- n) Lighting - Systems shall not be illuminated unless required by the Federal Aviation Administration (FAA), state, or federal regulations.
- o) Electrical Certification – Batteries or other energy storage device shall be designed consistent with the Minnesota Electrical code and Minnesota Fire Code. Wind Generators must also meet the standards established by the International Electrotechnical Commission (IEC)
- p) Intent to install: Prior to installation of a wind generator the applicant must show proof that the utility provider has given consent to connect to the grid. Off-grid systems are exempt from this requirement.

4. Decommissioning

- a) Decommissioning - A Wind Energy System shall be maintained at all times according to the manufacture's specifications. However, if a Wind Generator has become unstable, leans significantly out-of-plumb, or poses a danger of collapse, it shall be removed or brought into repair within 60 days following notice by the Building Official to the owner of the lot upon which the System is located. The Building Official may order immediate repairs in the event of imminent collapse, or if the inspector feels the system is posing a safety risk. If the owner of a Wind Generator plans to abandon or discontinue, or is required to discontinue, the operation of the System, the owner shall notify the Building Official by certified U. S. mail of the proposed date of abandonment or discontinuation. Such notice shall be given no less than 30 days prior to abandonment or discontinuation. (a) In the event that an owner fails to give such notice, the Wind Energy System shall be considered abandoned if the Wind Energy System is not operated for a continuous period of twelve (12) months. At this point the owner has the option to either fully

abandon and remove the system or submit a new application for operation of the system.

- b) Removal - Upon abandonment or discontinuation of use, the property owner shall physically remove the Wind Energy System as soon as practical, considering the weather conditions within six (6) months from the date of abandonment or discontinuation of use. "Physically remove" includes, without limitation, the actual, complete removal of the tower, turbine, and all other components of the Wind Energy System from the site of the original installation." A letter of credit shall be submitted to the City equal to the removal cost of the system.
- c) Site Restoration - The owner shall upon "decommissioning/abandonment", as soon as practical, considering the weather, restore the area affected by any Wind Generator to the condition that existed immediately before construction began, to the extent possible. The time period may be no longer than six (6) months after decommissioning of the turbine, unless otherwise negotiated with the building inspector. Restoration shall be compatible with the safe operation, maintenance, and inspection of the City. All costs associated with the restoration of the site will be the responsibility of the property owner, a letter of credit shall be submitted to the City equal to the value of the restoration costs.

SECTION 5. The City Council of the City of Lake Elmo hereby amends Title XI: Land Usage; Chapter 154.400; Zoning Code: Article XI: Rural Districts; 154.401 Permitted, Conditional, and Interim Uses; Subd. (a) table 9-1 of the accessory use table in this chapter to include Wind Generators as a Conditional use in each district.

Table 9-1 Permitted, Conditional, and Interim Uses, Rural Districts

	RT	A	RR	RS	RE	Standard
Residential Uses						
Household Living						
Single-Family Detached Dwelling	P	P	P	P	P	154.404 (A)
Secondary Dwelling	-	P	-	-	-	154.404 (D)
Services						
Self Service Storage Facility	I ^a	I ^a	-	-	-	154.404 (G)
Outdoor Recreation						
Outdoor Recreation Facility	-	C	-	-	-	154.306 (C)
Parks and Open Areas	P	P	P	P	P	154.012 (B) (7)
Restricted Recreation	-	C	-	-	-	154.306 (B)
Agricultural and Related Uses						
Agricultural Entertainment Business	I	I	I	-	-	154.914
Agricultural Production	P	P	P	-	-	154.012 (B) (9)
Agricultural Sales Business	I	I	I	-	-	154.913
Agricultural Services	C	C	-	-	-	154.404 (J)
Forestry Operations	-	P	-	-	-	154.012 (B) (9)
Greenhouses, Non Retail	C	C	C	-	-	154.012 (B) (9)
Wayside Stand	P	P	P	-	-	154.012 (B) (9)

	RT	A	RR	RS	RE	Standard
Industrial and Extractive Uses						
Motor Freight and Warehousing	I ^a	-	-	-	-	154.404 (G)
Environmental Uses						
Wind Generator – Ground Mounted	C	C	C	C	C	154.308
Wind Generator – Roof/Structure Mounted	C	C	C	C	C	154.308
Accessory Uses						
	RT	A	RR	RS	RE	Standard
Water-Oriented Accessory Structures	P	P	P	P	P	154.800
Wind Generator – Ground Mounted	C	C	C	C	C	154.308
Wind Generator – Roof/Structure	C	C	C	C	C	154.308
Other Structures Typically Incidental and Clearly Subordinate to Permitted Uses	P	P	P	P	P	

SECTION 6. The City Council of the City of Lake Elmo hereby amends Title XI: Land Usage; Chapter 154.400; Zoning Code: Article XI: Rural Districts; 154.402 Lot Dimensions and Building Bulk Requirements; Notes to Rural Districts Table 9-2 to read as follows.

Notes to Rural Districts Table 9-2

- a. 1 dwelling unit per 40 acres applies to all non-farm dwellings. In addition to non-farm dwellings (1 per 40 acres), each farm is allowed one farm dwelling per farm.
- b. Nominal 40 acres: a 40-acre parcel not reduced by more than 10% due to road rights-of-way and survey variations.
- c. Nominal 10 acres: a 10-acre parcel not reduced by more than 10% and/or a 10-acre parcel located on a corner or abutting a street on 2 sides not reduced by more than 15% due to road rights-of-way and survey variations.
- d. The minimum lot size for lots served by public sanitary sewer shall be 24,000 square feet per residential unit.
- e. A minimum of 1.25 acres of land above the flood plain or free of any drainage easements is required.
- f. Lots must be configured to contain a circle with a diameter of 250 feet minimum; the ratio of lot length to width shall be a maximum of 3:1 – Flag lots are prohibited.
- g. Corner properties: The side façade of a corner building adjoining a public street shall maintain the front setback of the adjacent property fronting upon the same public street, or the required front yard setback, whichever is less. If no structure exists on the adjacent property, the setback shall be as shown in the table.
- h. Ground mounted Wind Generators may exceed the allowable height restriction designated in all Rural Residential Zones and are subject to different setback requirements identified in section 154.308.

(Ord. 2012-073, passed 3-19-2013)

SECTION 9. The City Council of the City of Lake Elmo hereby amends Title XI: Land Usage; Chapter 154.550; Zoning Code: Article XVI; Commercial Districts: 154.550 Permitted, Conditional, and Interim Uses, Commercial Districts; Subd (a) table 12-1 of the accessory use table in this chapter to include Wind Generators as a Conditional use in each district.

	<i>LC</i>	<i>CC</i>	<i>C</i>	<i>BP</i>	<i>Standard</i>
<i>Industrial and Extractive Uses</i>					
Heavy industrial	-	-	-	-	
Landfill	-	-	-	-	
Light industrial	-	-	-	C	154.012 (B) (10)
Non-production industrial	-	-	-	C	154.554 (J)
Motor freight and warehousing	-	-	-	C	154.012 (B) (10)
Research and testing	-	-	-	C	154.012 (B) (10)
Resource extraction	-	-	-	-	154.012 (B) (10)
Salvage/recyclable center	-	-	-	-	154.012 (B) (10)
<i>Transportation and Communications</i>					
Broadcasting and communications	C	C	C	C	154.012 (B) (11), 154.083
<i>Environmental Uses</i>					
Wind Generator – Ground Mounted	C	C	C	C	154.308
Wind Generator – Roof/Structure Mounted	C	C	C	C	154.308
<i>Accessory Uses</i>					
Bed and breakfast	-	-	-	-	154.012 (B) (12), 154.310 (A)
Drive-through facility	-	C	C	-	154.304 (A)
Family day care	-	-	-	-	154.012 (B) (12)
Group family day care	-	-	-	-	154.012 (B) (12)
Home occupation	-	-	-	-	154.012 (B) (12)
Parking facility	C	C	P*	P	*154.554 (I)
Outdoor storage	-	-	C	-	
Outdoor display	-	-	C	-	

Solar equipment	P	P	P	P	154.310 (C)
Wind Generator – Ground Mounted	C	C	C	C	154.308
Wind Generator – Roof/Structure Mounted	C	C	C	C	154.308
Other structures typically incidental and clearly subordinate to permitted use	P	P	P	P	

SECTION 10. The City Council of the City of Lake Elmo hereby amends Title XI: Land Usage; Chapter 154.550; Zoning Code: Article XVI; Commercial Districts: 154.552 Lot Dimensions and Building Bulk Requirements; Notes to table 12-2 to read as follows.

Notes to Table 12-2

- a. Buildings higher than 50 feet may be allowed through a Conditional Use Permit and would be subject to a separate technical and planning evaluation.
- b. Accessory buildings must be set back 10 feet from property lines.
- c. Corner properties: The side facade of a corner building adjoining a public street shall maintain the front setback of the adjacent property fronting upon the same public street, or the required front yard setback, whichever is less. If no structure exists on the adjacent property, the setback shall be as shown in the table.

- a. Ground mounted Wind Generators may exceed the allowable height restriction designated in all Rural Residential Zones and are subject to different setback requirements identified in section 154.308.

(Ord. 2012-062, passed 9-18-2012)

SECTION 11. Effective Date. This ordinance shall become effective immediately upon adoption and publication in the official newspaper of the City of Lake Elmo.

SECTION 12. Adoption Date. This Ordinance 08-__ was adopted on this ____ day of ____ 2017, by a vote of __ Ayes and __ Nays.

LAKE ELMO CITY COUNCIL

Mike Pearson, Mayor

ATTEST:

Julie Johnson, City Clerk

This Ordinance 08-____ was published on the ____ day of _____, 2017.



MEMO

DATE: January 22, 2018

TO: Planning Commission
FROM: Emily Becker, Planning Director
RE: Adopted 2018 Work Plan

The Council adopted the Planning Commission 2018 Work Plan at its meeting on January 2, 2018. The Council made the following changes to the 2018 Work Plan since the Planning Commission last reviewed the Work Plan at its November 27, 2017 meeting:

- The Outdoor Lighting Ordinance was changed to a priority 2
- Drone Ordinance was changed to a priority 4
- Guiding RR and A parcels to RE was changed to a priority 2
- Study on including affordable housing within the Comprehensive Plan and Zoning Standards was changed to a priority 4

ATTACHMENT:

- Adopted 2018 Planning Commission Work Plan

2018 Planning Department Work Plan

Prepared by the Lake Elmo Planning Commission: 11/27/17

Accepted by the City Council: _____



Key

Status	C – Complete IP – In Progress
PL	Priority Level (1-5 with 1 being the highest priority)

Project and Description	PL	Status
Zoning Map Amendments		
• To be done after 2040 Comprehensive Plan update	2	IP
Zoning Text Amendments		
• Codify Zoning Ordinance	1	
• Home Occupation Ordinance	3	
• Update PUD Ordinance to match OP PUD Process	2	IP
• Outdoor Lighting Ordinance Revisions	2	
• Draft a form-based code to supplement the Village Mixed-Use zoning district based on the scope of work (Incorporate design standards from the Design Standards Manual as part of a form-based code)	5	
• Resolve zoning conflicts with the Metropolitan Airports Commission, Met Council, MnDOT, and Washington County	4	IP
• Implement City airport zoning regulations for the airport safety zones within the Village Planning Area	4	IP
• Solar garden/solar power ordinance	3	IP
• Wind power ordinance	3	IP
• Sign Ord. – along freeway (10 th St to I-94 area) and monument signs in development (size and number)	2	IP
• AirBNB/Bed and Breakfast Ordinance Amendment	4	IP
• Driveway Ordinance Amendment	4	IP
Subdivision Ordinance Amendments		
Platting for Minor Subdivisions		
• Update subdivision submission requirements	1	IP
• Prepare update to incorporate updated engineering standards	4	IP
Comprehensive Plan Amendments		
2040 Comprehensive Plan Update		
• Plan for possible density reductions and re-guiding land use in the Village and I-94 area to address changes in the 2015 system statement	1	IP
• Assist with the creation of a master plan for selected City parks, provide assistance to Parks Commission as needed	3	IP

• Prepare CPA to guide RR and A parcels less than 20 acres in size to RE	2	
• Study into modifying the Zoning Code and Comprehensive Plan to include requiring and/or incentivizing affordable housing in sewered development	4	
Other Planning Initiatives		
• Submit application for new Village Parkway railroad crossing		
• Develop a policy or ordinance for stormwater reuse.	3	
• Add/Review Planning Module from Permit Works to track planning and zoning applications	3	
• Investigate conservation easement holder options/city policy	1	
• Research /develop drone policy or ordinance	4	
Ongoing Planning Activities		
• Planning Commission review of Capital Improvement Plan for consistency with the Comprehensive Plan	3	IP
• Provide support to code enforcement program with the Building Inspector as the City's code enforcement officer	3	IP
• Conduct review of 201 (community) septic system policies and management practices. Develop system for proper oversight, billing, and maintenance of community systems.	3	IP
• Archive older zoning files	4	IP
• Streamline & Improve Policies/Procedures for the handling of routine land matters including but not limited to variances, site plan review, setbacks et al;	1	IP

Sewered Development
Development Status Sheet

Southern Developments

SAVONA - 310 Total

	<u>Final Plat Appro</u>	<u>DA Agreement</u> <u>Approved</u>	<u>DA Agreement</u> <u>Signed</u>	<u>Plat Recorded</u>	<u>Updated 1/16/17</u>	<u>Developer</u>	<u>Builder</u>	<u>Total #</u> <u>Of Homes</u>	<u>Total # of</u> <u>SF Homes</u>	<u>Total # of</u> <u>Townhomes</u>	<u>Building</u> <u>Permits Issued</u>	<u>CO's</u> <u>Issued</u>	<u>Zoning</u>	<u>Total Developments under Construction</u> <u>Add: Proposed Developments:</u>	2118
Savona 1st	2/18/2014	5/20/2014	6/18/2014	9/25/2014	Lennar	Lennar		44	44	0	44	42	LDR		
Savona 2nd	9/16/2014	9/16/2014	10/22/2014	4/14/2015	Lennar	Lennar		67	45	22	59	58	LDR/MDR	Gonyea West	279
Savona 3rd	9/15/2015	9/15/2016	9/16/2015	11/19/2015	Lennar	Lennar		120	21	99	93	74	LDR/MDR		
Savona 4th	3/15/2016	4/5/2016	6/27/2016	7/27/2016	Lennar	Lennar		78	78	0	11	4	LDR	Total under construction & Proposed	2397
								309	188	121	207	178			

BOULDER PONDS - 162 Total

Boulder Ponds 1st	4/21/2015	4/21/2015	5/16/2015	6/5/2015	OP 4 Boulder Ponds	Creative Homes		47	47	0	32	26	PUD/LDR	Non-sewered Development	
Boulder Ponds 2nd	5/17/2016	5/17/2016	4/12/2017	5/8/2017	OP 4 Boulder Ponds	Creative Homes		18	18	0	10	3	PUD/LDR	Hidden Meadows - final platted	26
								65	65	0	42	29		Legends - Preliminary plat	40
															66

HUNTER'S CROSSING - 51 Total

Hunter's Crossing 1st	7/1/2014	10/7/2014	10/15/2015	12/18/2014	Ryland/Cal Atlantic	Cal Atlantic		22	22	0	22	22	LDR		
Hunter's Crossing 2nd	5/5/2015	5/5/2015	5/29/2015	8/4/2015	Ryland/Cal Atlantic	Cal Atlantic		29	29	0	29	29	LDR		
								51	51	0	51	51			

INWOOD - 537 Total

Inwood 1st	5/19/2015	5/19/2015	6/9/2015	8/3/2015	Hans Hagen/MI Homes	MI Homes		40	40	0	39	37	PUD/LDR		
Inwood 2nd	9/1/2015	N/A	11/19/2015	11/23/2015	Hans Hagen/MI Homes	MI Homes		21	21	0	21	21	PUD/LDR		
Inwood 3rd	4/19/2016	5/3/2016	5/16/2016	5/23/2016	Hans Hagen/MI Homes	MI Homes		68	68	0	68	64	PUD/LDR		
Inwood 4th	10/18/2016	2/7/2017	4/5/2017	3/27/2017	Hans Hagen/MI Homes	MI Homes		60	60	0	12	3	PUD/LDR		
Inwood 5th	4/4/2017	6/6/2017	6/15/2017	6/19/2017	Hans Hagen/MI Homes	MI Homes		101	101	0	35	2	PUD/LDR		
								290	290	0	175	127			

HAMMES ESTATES - 163 Total

Hammes Estates 1st	10/7/2014	8/16/2016	8/16/2016	9/27/2016	Rachael Development	Rachael Dev		57	57	0	30	15	LDR		
Hammes Estates 2nd	1/3/2017	2/7/2017	6/9/2017	6/30/2017	Rachael Development	Rachael Dev		37	37	0	0	0	LDR		
								94	94	0	30	15			

ROYAL GOLF - 292 Total

Royal Golf - 1st	9/5/2017	9/19/2017	9/19/2017	9/29/2017	HC Royal Golf	Multiple		73	73		4				
								73	73	0	4	0	GCC		

SOUTHWIND AT LAKE ELMO- 46

	7/5/2017	7/5/2017	7/17/2017	8/21/2017	Southwind Builder	Southwind Builders		46	46	0	2		MDR		
								46	46	0	2	0			

Northport - 104 Total

Northport 1st	9/5/2017	9/19/2017						36	36	0			LDR		
								36	36	0	0	0			

Northern Developments

EASTON VILLAGE - 217 Total

Easton Village 1st	3/3/2015	3/3/2015	7/23/2015	8/10/2015	Chase Development	Multiple		71	71	0	58	43	LDR		
Easton Village 2nd	5/2/2017	6/6/2017	6/6/2017	7/5/2017	Chase Development	Multiple		19	19		2		LDR		
Easton Village 3rd	7/18/2017	7/18/2017	7/6/2017	9/5/2017	Chase Development	Multiple		28	28		1		LDR		
								118	118	0	61	43			

VILLAGE PRESERVE - 91 Total

Village Preserve 1st	5/5/2015	6/2/2015	8/3/2015	8/25/2015	Gonyea Homes	Multiple		46	46	0	35	27	LDR		
Village Preserve 2nd	4/19/2016	8/16/2016	8/19/2016	9/9/2016	Gonyea Homes	Multiple		45	45	0	29	25	LDR		
								91	91	0	64	52			

WILDFLOWER - 145 Total

Wildflower @ Lake Elmo 1st	7/21/2015	8/4/2015	8/27/2015	10/6/2015	Engstrom Companies	Multiple		60	60	0	32	28	PUD/MDR		
Wildflower @ Lake Elmo 2nd	12/6/2016	3/21/2017	6/20/2017	6/20/2017	Engstrom Companies	Multiple		20	20	0	3	0	PUD/MDR		
								80	80	0	35	28			

Cummulative Totals

1253	1132	121	671	523
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Note: Building Permits are updated at the end of each month. CO's are updated as issued.