

**CITY COUNCIL WORK SESSION AGENDA
CITY OF LINO LAKES**

**Monday, January 3, 2022
Community Room
6:00 P.M.**

Oath of Office – Rob Rafferty, Dale Stoesz and Tony Cavegn

1. MTO Properties Addition Final Plat/Thrivent Financial Building, Katie Larsen
2. Annual Appointments, Sarah Cotton
3. Council Updates on Boards/Commissions, City Council
4. Review Regular Agenda
5. Adjourn

WORK SESSION STAFF REPORT
Work Session Item No. 1

Date: January 3, 2022
To: City Council
From: Katie Larsen
Re: MTO Properties Addition/Thrivent Financial Building

Background

At the Work Session, staff will present the January 10, 2022 Council staff report.

The applicant, MTO Properties, is final platting a 1 acre parcel at the corner of Hodgson Road and Blue Heron Drive for the purpose of constructing a 2,873 sf commercial office building for Thrivent Financial. The name of the final plat is MTO Properties Addition.

Requested Council Direction

None, discussion only.

Attachments

1. January 10, 2022 Council Staff Report

**CITY COUNCIL
AGENDA ITEM 6B**

STAFF ORIGINATOR: Katie Larsen, City Planner

MEETING DATE: January 10, 2022

TOPIC: MTO Properties Addition Final Plat

- i. Consider Resolution No. 22-06 Approving Final Plat
- ii. Consider Resolution No. 22-07 Approving Development Agreement

VOTE REQUIRED: 3/5

REVIEW DEADLINE:

Complete Application Date:	November 12, 2021
60-Day Review Deadline:	January 11, 2022
120-Day Review Deadline:	March 12, 2022
Environmental Board Meeting:	November 30, 2021
Park Board Meeting:	N/A
Planning & Zoning Board Meeting:	December 8, 2021
City Council Work Session:	January 3, 2022
City Council Meeting:	January 10, 2022

BACKGROUND

The applicant, MTO Properties, is final platting a 1 acre parcel for the purpose of constructing a 2,873 sf commercial office building for Thrivent Financial. The name of the final plat is MTO Properties Addition.

The Land Use Application is for the following:

- Final Plat
 - Outlot A, Rice Lake Estates
- Site & Building Plan Review
 - Commercial office building

This staff report is based on the following information:

- MTO Properties-Thrivent Financial Narrative

- Certificate of Survey and Tree Inventory/Removals prepared by EG Rud & Sons dated November 11, 2021
- Civil Plan Set prepared by Plowe Engineering, Inc. dated November 19, 2021
- Architectural Plan Set prepared by Progressive Architecture dated November 12, 2021
- Landscape Plan Set prepared by Calyx Design Group received on November 11, 2021
- Site Drainage Narrative and Calculation prepared by Plowe Engineering dated November 5, 2021
- Soil Borings prepared by Haugo GeoTechnical Services dated November 5, 2021
- Wetland Delineation Report prepared by Jacobson Environmental, PLLC dated June 26, 2019
- Final Plat prepared by EG Rud & Sons received on November 11, 2021

ANALYSIS

History

The subject site is legally described as Outlot A, Rice Lake Estates. The outlot was platted in 1985 and zoned for commercial development. The original commercial concept was a convenience store. In 1996, Council approved a site plan and conditional use permit for a Lino Lakes Family Dentistry to build a dentist office on the site. That project never moved forward.

Existing Site Conditions

The one (1) acre site is located in the southwest corner of CSAH 49 (Hodgson Road) and Blue Heron Drive. The site is currently vacant commercial land with grass and light wooded area. The site consists of poorly graded sands and poorly graded sands with silt. The recorded water table is 881.90EL. Topography is general flat. Wetlands exist on the northwest end of the site.

Zoning and Land Use

The parcel is zoned NB, Neighborhood Business District and allows for office business-general as a permitted use. The City’s zoning map shows the parcel with a PDO, Planned Development Overlay; however, rezoning Ordinance No. 09-88 states “All of the subdivision of Rice Lake Estates except Outlot A” shall be rezoned to PUD, Planned Unit Development. The zoning map shall be corrected with the City’s upcoming zoning map and ordinance update currently being drafted.

Current Zoning	NB, Neighborhood Business
Current Land Use	Vacant Commercial
Future Land Use per CP	Commercial
Utility Staging Area	1A=2018-2025

Surrounding Zoning and Land Use

Direction	Zoning	Existing Land Use	Future 2040 Land Use
North	GB, General Business	Vacant Commercial	Commercial
South	R-1X, Single Family Executive	Single Family Residential	Low Density Residential
East	GB, General Business	Commercial & Industrial	Commercial
West	R-1X, Single Family Executive	Open Space & Single Family Residential	Open Space & Single Family Residential

Subdivision Ordinance

Conformity with the Comprehensive Plan and Zoning Code

The final plat is consistent with the comprehensive plan for commercial development and zoning code requirements for NB, Neighborhood Business as detailed below.

Blocks and Lots

Outlot A was preliminary platted in 1985 for commercial development. The proposed final plat contains Lot 1, Block 1, MTO Properties Addition.

Parcel	Acres	Purpose
Lot 1, Block 1	1.02	Commercial Building

Streets and Alleys

No new streets are required for the commercial development. Driveway ingress/egress will be from Blue Heron Drive, a local road. CSAH 49 (Hodgson Rd) is an A-Minor Expander road. Both roads are capable of handling traffic from the commercial office building.

An existing 10 ft wide Roadway and Utility Easement is recorded over the northeast portion of the lot. This area is now being dedicated on the final plat. No additional street right-of-way is required.

Easements

Standard drainage and utility easements at least 10 feet wide have been provided along the lot lines.

A minimum 10 ft wide drainage and utility easement is required above the delineated wetland. It does not appear the northwest corner of the wetland is covered by a full 10 ft and this shall be revised.

A drainage and utility easement is required over the stormwater pond facilities.

These easements shall be shown on the preliminary plat and final plat.

Public Land Dedication

The City will collect a cash fee of \$2,570.40 in lieu of land dedication for commercial development for Lot 1, Block 1, MTO Properties Addition.

MTO Properties	
1.02 acres x \$2,520 per acre =	\$2,570.40

Site and Building Plan Review

Site Plan

The applicant is proposing to construct a 2,873 sf commercial office building for Thrivent Financial. The site plan includes a paved parking lot, commercial building, landscaping and outdoor patio area adjacent to the stormwater pond and wetland.

Overall, the proposed commercial building meets ordinance and performance standard requirements unless otherwise noted.

Lot Size and Setbacks

The parcel is an existing outlot platted in 1985.

	NB Requirements	Lot 1, Block 1 MTO Properties
Min. Lot Size	11,250 sf	44,431 sf
Min Corner Lot Width	100 ft	118 ft
Setbacks-Street	Required	Proposed
Principal Building-Hodgson (arterial)	40 ft	41 ft
Principal Building-Blue Heron (local)	30 ft	150 ft
Parking Lot	15 ft	31 and 20 ft
Setbacks-Side Yard (south)	Required	Proposed
Principal Building	35 ^a ft	38 ft

Accessory Building (trash enclosure)	10 ft	20 ft
Parking Lot/Driveway	10 ft	26 ft
Setbacks-Rear Yard	Required	Proposed
Principal Building	30 ft	133 ft
Accessory Building (trash enclosure)	10 ft	235 ft
Parking Lot/Driveway	10 ft	235 ft

^aNB District requires a 35 setback from Residential District

Architectural Plans and Exterior Building Materials

The commercial building is single story with exterior materials consisting of hardi-plank lap board siding, shingles, glass, EFIS, standing seam metal roof, and wood timbers. The color palette consists of earth tone pearl gray, black oak, off white and ebony. Wood timbers also accent the building.

The ordinance allows for stucco or EFIS on no more than 30% of the primary front building elevation and no more than 60% of any side or rear building elevation. The primary front elevation facing Hodgson Road has 19% EIFS that is 3 ft above the ground level. There is no other EFIS on the building. The materials and percentages are compliant with performance standards.

The building height is 23 ft to the top of the highest roofline which is less than that maximum 35 ft allowed.

A trash enclosure is proposed on the south side of the parking lot. Construction details provided on Sheet A1.1 indicate timber or trek decking material to match the timber accent trusses. The enclosure is 6 ft in height and 80% opaque. The trash enclosure meets performance standards.

Per Sheet A1.0, Site Plan, two (2) condensers units are shown on the south side of the building and a transformer pad is shown on the south side of the parking lot. These mechanical equipment components shall be fully screened by coniferous plantings or solid fence.

The building will be sprinkled for fire suppression.

As stated in the applicant’s narrative, the intention of the entire development is to be a transitional element between the commercial buildings along Hodgson and the residential areas on the west side of the parcel. The aesthetic treatment of the building mass, transitional materials selected and attention to placement of filtering elements all have been designed with a “low key” transition from commercial to residential in mind.

Outdoor Lighting

Per Section 1007.043(6)(d), no light source shall exceed 1.0 foot candle onto right of way or 0.4 foot candle onto adjacent property. Page M, the site photometric plan, shows 2 light poles in the parking lot that are 19 ft tall with downlit and cutoff light fixtures.

The light poles and fixtures meet ordinance requirements.

Off-Street Parking Requirements

Per City Code Section 1007.044(6), office buildings require 3 spaces plus at least 1 space per 200 sf of floor area. The building is 2,873 sf which would require 17 stalls. Per Sheet A1.0, the site plan provides 20 parking stalls with one being accessible. Parking requirements are met.

Grading Plan and Stormwater Management

Per the Site Drainage Narrative and Calculation report dated November 5, 2021 prepared by Plowe Engineering, the existing drainage area is 1.02 acres in size that consists of an existing wetland in the northwest corner of the site. The majority of this runoff in the area (approx. 0.81 acres) enters this wetland while the remaining runoff (approx. 0.21 acres) goes to Blue Heron Drive in the south.

Per the preliminary boring logs from Haugo, the site consists of poorly graded sands (SP) and poorly graded sands with silt (SP-SM).

Grading throughout the site is performed to direct the majority of the stormwater runoff to the northwest as it currently drains. To treat the runoff, infiltration was evaluated and with the recorded water table of 881.90 (the infiltration area), an infiltration basin with a bottom of 888.50 was designed. The bottom of the basin is chosen so it can achieve the sufficient 3-foot separation from the water table.

The proposed stormwater management facility has been reviewed by the City Engineer and RCWD for compliance for water quality treatment and runoff control. These requirements are met with only a few minor revisions required to the civil plans.

Public Utilities

The new commercial office building will be municipally served by a 10" PVC sanitary sewer and a 16" DIP watermain located along Blue Heron Drive.

Tree Preservation and Mitigation Standards

Per the November 30, 2021 Environmental Staff Report:

The purpose of these standards is to protect valuable trees and stands of vegetation while not interfering with landowners' reasonable use and development of property. The goal is to

minimize unnecessary loss of habitat, biodiversity, and forest resources and to replace removed trees in areas where tree cover is most critical.

The plan calls for removals of 59 trees, 58 of which will not require mitigation because they are in the Basic Use Area and not in an Environmentally Sensitive Area. One tree is in a Natural Resource Conservation Area and will require 2 mitigation trees to be planted.

Preservation and mitigation standards have not been met.

Open Areas Landscape Standards

The purpose of these standards is to provide general site beautification and high aesthetic quality with a mix of plant materials in open areas. Open area landscape standards call for 1 large tree and 3 large shrubs per 2000 sq. ft.

The following substitutions are allowable:

- 1 large tree = 1.5 medium or 2 small trees
- 1 large shrub = 1.5 medium or 3 small shrubs

27,250 sq.ft. of open space calls for: 14 large trees and 42 large shrubs
 Provided: 14 large tree equivalents and 0 large shrubs

There are 5 existing trees (cottonwoods) that will be credited as 11 large trees. Existing trees are credited at the following rates:

Existing Tree Value			
Tree Size	deciduous trees under 6" DBH or evergreen trees under 12' tall	deciduous trees between 6"-12" DBH or evergreen trees between 12'-20' tall	deciduous trees over 12" DBH or evergreen trees over 20' tall.
Tree Value	1 large tree	2 large trees	large trees

3 large tree equivalents are included in open space landscaping.

Siberian elms and trees that were not identified to species will not receive existing tree credit.

Open areas landscape standards have not been met.

Buffer and Screen Standards

The purpose of this requirement is to separate and buffer different land use types, screen roads and parking, and screen utility and loading areas. Continuous, year-round planting screens require, at the minimum, a double row of plants with triangulated spacing.

Buffer and/or screen will be required between the parking lot and right-of-way along Hodgson Road and between 6681 Blue Heron Drive and the project site. Also, the buffering shrubs cannot be planted under tree canopy as shown in the landscape plan.

The row of plants between the parking lot and right-of-way needs to be a double row of triangulated plants. The row of *Techny arborvitae* between 6681 Blue Heron Drive and the project site would meet requirements, but they cannot be planted under tree canopy.

Buffers and screens as planned do not meet the requirements.

Canopy Cover

The purpose of this requirement is to mitigate the effects of vehicular hardscape by establishing tree canopy cover to intercept rainfall, protect pavement from sun deterioration, reduce the heat island effect, and improve aesthetics. Canopy cover standards call for a minimum of 40% canopy coverage.

Vehicular hardscape planned:	5,800 sq. ft.
Canopy cover requirement:	2,320 sq. ft.
Canopy cover provided:	1,925 sq. ft.

The 3 large trees near the future parking lot add 1,800 sq. ft. of canopy cover. The crabapple near the accessible parking space is worth 125 sq. ft.

Canopy cover requirements have not been met.

Foundation Landscaping

The purpose of these standards is to soften and enhance building architecture, define access points, add color and seasonal interest, and to blend buildings in with the natural environment. These standards apply to building fronts and sides facing public or private streets.

2 large trees and 6 large shrubs are required per 100 linear feet of building. These plants should be within 30 feet of the building.

The following substitutions are allowable:

1 large tree = 1.5 medium or 2 small trees
1 large shrub = 1.5 medium or 3 small shrubs

The applicable building faces are the northeast and southeast sides, which are approximately 90 ft. and 40 ft. respectively.

The foundation plantings required:

Northeast side:	2 large trees and 6 large shrubs
Southeast side:	1 large tree and 3 large shrubs

The plans indicate:

Northeast side:	0 large trees and 3 large shrub equivalents
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Southeast side: 1 large tree equivalent and 6 large shrubs equivalents

The foundation landscape requirements have not been met for the northeast building face.

Sod and Ground Cover Standards

All areas not otherwise improved in accordance with the approved site plans shall have a minimum depth of 4 inches of topsoil and be sodded including boulevard areas. Seed may be provided in lieu of sod in certain cases, including when the area is adjacent to natural areas or wetlands.

The area at the base of the infiltration basin will be seeded with MN DOT 33-261 stormwater mix. The rest of the site will be turf sod, aside from an area northwest of the infiltration basin that is scheduled for native seeding, though the mix is not specified.

Boulevard Trees

Boulevard trees are not required for commercial developments; however, several existing and new trees are located along both Hodgson Road and Blue Heron Drive.

Signage

Separate sign permit applications are required for all permanent monument and wall signs. Sign permit applications are required for all temporary signs as well.

Impervious Surface Coverage

This parcel is in the Shoreland District of Rice Lake and the allowed impervious surface coverage is 60%. Sheet A1.0 notes the proposed impervious at 24%. Impervious surface requirements are met.

Traffic Study

A formal traffic study is not required. Blue Heron Drive is a local road and CSAH 49 (Hodgson Rd) is an A-Minor Expander road. Per the applicant, the new Thrivent Financial building will support 5 advisors and 3 office staff. The number of clients visiting the site ranges from 10-30 per day with an average of 15 per day. Both roads have capacity for a 2,873 sf commercial office building, staff and clients.

Alternative Urban Areawide Review (AUAR)

The site is not within the 2005 I-35E Corridor AUAR environmental review boundary. No environmental assessment is required for a 2,873 sf commercial office building.

Wetlands

A wetland delineation report was completed by Jacobson Environmental, PLLC on June 26, 2019. A WCA Notice of Decision was issued by RCWD on August 26, 2021.

One 0.015 acre wetland area was delineated within the project area. This wetland meadow/shrub swamp was dominated by reed canary grass (*Phalaris arundinacea*) and tussock sedge (*Carex stricta*).

No impacts to this wetland are proposed.

This wetland is part of the Wetland Management Corridor, so a vegetated buffer with an average of 50 ft. and a minimum width of 25 ft. will be required per Rice Creek Watershed District rules.

A minimum 10 ft wide drainage and utility easement is required above the delineated wetland. It does not appear the northwest corner of the wetland is covered by a full 10 ft and this shall be revised.

Shoreland District

The site is in the Shoreland Management District Overlay of Rice Lake. Rice Lake is categorized as a Natural Environment Lake. Impervious surface coverage for a commercial development cannot exceed 60%. The proposed commercial building is 24% impervious. Required setback from the OHWL is 150 ft. The proposed building is 200+ft from the OHWL. Shoreland district requirements are met.

Floodplain

There is no FEMA floodplain on site.

Additional City and Government Agency Review Comments

Anoka County Highway Department

Anoka County Highway Department reviewed the final plat and had no concerns.

Public Safety Comments

Deputy Director L'Allier notes a hydrant shall be located near the Fire Department Connector (FDC).

The Police Division reviewed the plans and had no issues that needed to be addressed.

Environmental Board

The Environmental Board reviewed the development proposal at their November 30, 2021 meeting. The Board recommended approval with minor revisions required.

Planning & Zoning Board

The Planning & Zoning Board reviewed the MTO Properties Final Plat on December 8, 2021. One neighborhood resident spoke regarding concerns with additional traffic. The Board recommended approval with a 6-0 vote.

City Attorney

The City Attorney notes the title commitment shall be updated and it should show MTO Properties LLC as the owner. Also, Item 7 in Schedule B-Part I discusses a potential interest of Lino Lakes Family Dentistry. This interest shall be explained and possibly delete this exception.

Agreements

Stormwater Maintenance Agreement

A Declaration for Maintenance of Stormwater Facilities related to the private stormwater management facilities is required.

Development Agreement

A Development Agreement will be drafted by the City as it relates to the MTO Properties Addition final plat.

Site Improvement Performance Agreement

Financial securities as is relates to the Thrivent Financial office building will be collected with the Development Agreement. A separate Site Improvement Performance Agreement is not required.

Comprehensive Plan

Resource Management System

The Resource Management System Plan goal of preserving surface water quality is supported by the construction of stormwater management BMP's such as curb, gutter, and stormwater pond.

Land Use Plan

The Comprehensive Plan guides this property for commercial use. The proposed commercial office building is consistent with commercial land use.

Housing Plan

The goals and policies of Housing Plan are not negatively impacted by the commercial office building.

Transportation Plan

Goals of the Transportation Plan are to ensure that street and roads are as safe as possible and to reduce unnecessary traffic. CSAH 49 (Hodgson Rd) is an A-Minor Expander and Blue Heron Road is a local road and both have structural capacity to handle the traffic volume of the commercial office building.

Sanitary Sewer and Water Supply Plan

The new commercial office building will be municipally served by a 10” PVC sanitary sewer and a 16” DIP watermain located along Blue Heron Drive. The existing sanitary sewer and water supply system have capacity for the new development.

Findings of Fact

The Findings of Fact for MTO Properties Addition Final Plat are detailed in Resolution No. 22-06

RECOMMENDATION

Staff and Boards recommend approval of the final plat and Development Agreement.

ATTACHMENTS

1. Resolution No. 22-06
2. Final Plat
3. Resolution No. 22-07
4. Development Agreement – *To Follow*

**CITY OF LINO LAKES
RESOLUTION NO. 22-06**

**RESOLUTION APPROVING THE
MTO PROPERTIES ADDITION FINAL PLAT**

WHEREAS, the City received a land use application for the MTO Properties Addition Final Plat hereafter referred to as Development; and

WHEREAS, City staff has completed a review of the proposed Development based on the following plans and information:

- MTO Properties-Thrivent Financial Narrative
- Certificate of Survey and Tree Inventory/Removals prepared by EG Rud & Sons dated November 11, 2021
- Civil Plan Set prepared by Plowe Engineering, Inc. dated November 19, 2021
- Architectural Plan Set prepared by Progressive Architecture dated November 12, 2021
- Landscape Plan Set prepared by Calyx Design Group received on November 11, 2021
- Site Drainage Narrative and Calculation prepared by Plowe Engineering dated November 5, 2021
- Soil Borings prepared by Haugo GeoTechnical Services dated November 5, 2021
- Wetland Delineation Report prepared by Jacobson Environmental, PLLC dated June 26, 2019
- Final Plat prepared by EG Rud & Sons received on November 11, 2021; and

WHEREAS, the City Council approved the Rice Lake Estates final plat on March 26, 1985; and

WHEREAS, the Planning & Zoning Board reviewed and recommended approval of the Development on December 13, 2021; and

WHEREAS, the proposed Development is not considered premature and meets the performance standards of the subdivision and zoning ordinance; and

NOW, THEREFORE BE IT RESOLVED by The City Council of The City of Lino Lakes hereby makes the following:

FINDINGS OF FACT

1. The final plat substantially conforms to the approved preliminary plat subject to the conditions listed below.
2. The City Attorney has reviewed the status of title/property ownership related to the final plat and provided comments as noted below.
3. A Development Agreement has been drafted and shall be executed.

4. Conditions attached to approval of the preliminary plat have been fulfilled or secured by the Development Agreement.
5. All fees, charges and escrow related to the preliminary or final plat have been paid in full.

BE IT FURTHER RESOLVED by the City Council of the City of Lino Lakes hereby approves MTO Properties Addition Final Plat subject to the following conditions:

1. A conservation easement and wetland buffer declaration shall be recorded over the wetland and buffer.
2. A Development Agreement and securities related to the final plat and commercial building are required.
3. A Declaration for Maintenance of Stormwater Facilities related to the private stormwater management facilities is required.
4. Separate sign permit applications are required for all permanent monument/pylon and wall signage.
5. Separate sign permit applications are required for all temporary signage.

BE IT FURTHER RESOLVED by the City Council of the City of Lino Lakes hereby approves MTO Properties Addition Final Plat subject to the following items being addressed prior to release of the mylars:

1. All comments from the City Engineer letter dated December 1, 2021 shall be addressed.
2. All comments from the Environmental Coordinator Memo dated November 30, 2021 shall be addressed.
3. All comments from the Anoka County Highway Department dated December 21, 2021 shall be addressed.
4. The applicant shall draft a Declaration for Maintenance of Stormwater Facilities for the private stormwater maintenance facility.
5. A conservation easement and wetland buffer declaration shall be drafted for City review and comment.
 - a. The documents shall include both RCWD and the City of Lino Lakes as parties.
6. The Site Drainage Narrative and Calculations Report shall include the name of company and professional engineer that wrote it.
7. All applicable plan sheets:
 - a. Plan sheets note a 10ft wide trail on the southeast corner of the site. Please confirm if this is actually a trail. If it is not, please remove the comment from all sheets.
8. Sheet T0, Title Page:
 - a. The 10ft wide trail shall be shown as a removal if it actually exists.
9. Final Plat
 - a. A drainage & utility easement is required 10ft beyond the stormwater management facility's 100-year storm high water level elevation.
 - b. The drainage & utility easement shall be at least 10ft beyond the delineated wetland boundary.

- c. The drainage & utility easement over the wetland shall not cut through the side yard easements.
- 10. Sheet A1.0, Site Plan:
 - a. The Site Plan notes 10,731sf of hardcover and the Drainage Plan notes 10,873 sf. These notes shall be consistent.
 - b. The building setback shall be measured from the Roadway Easement line.
- 11. Sheet A2.1, Floor Plan:
 - a. The Fire Department Connection (FDC) shall be shown on the floor plan.
- 12. Sheet C2, Utility Plan:
 - a. The Fire Department Connection (FDC) shall be shown on the building.
 - b. A fire hydrant near the FDC shall be provided.
- 13. Sheet L.1, Landscape Plan:
 - a. Callout boxes with species and plant count shall be included for all plantings.
 - b. All ground mounted mechanical equipment components (transformer and HVAC units) shall be fully screened by coniferous plantings or solid fence.
 - c. A 6 ft high fence may be required along the south side of the parking lot if the required canopy cover trees and proposed buffer row conflict.
 - d. The Landscape Plan shall be dated.
- 14. Title Commitment:
 - a. The title commitment shall be updated to within 3 months of recording.
 - b. MTO Properties LLC shall be listed as the owner or deed recording order shall be explained.
 - c. The interest in Lino Lakes Family Dentistry as noted in Item 7 in Schedule B-Part I shall be explained and deleted if not needed.

Adopted by the Council of the City of Lino Lakes this 10th day of January, 2022.

The motion for the adoption of the foregoing resolution was introduced by Council Member _____ and was duly seconded by Council Member _____ and upon vote being taken thereon, the following voted in favor thereof:

The following voted against same:

Rob Rafferty, Mayor

ATTEST:

Julianne Bartell, City Clerk

PRELIMINARY COPY
AS OF 11-11-21

KNOW ALL PERSONS BY THESE PRESENTS: That MTO Properties LLC, a Minnesota limited liability company, owner of the following described property:

Outlot A, RICE LAKE ESTATES, Anoka County, Minnesota.

Has caused the same to be surveyed and platted as MTO PROPERTIES ADDITION and does hereby dedicate to the public for public use the public way and the drainage and utility easements as shown on this plat. Also dedicating to the County of Anoka the right of access onto County State Aid Highway No. 49 as shown on this plat.

In witness whereof said MTO Properties LLC, a Minnesota limited liability company, has caused these presents to be signed by its proper officer this day of _____, 20__.

MTO PROPERTIES LLC

Benjamin D. Ollila, as _____

STATE OF _____
COUNTY OF _____

This instrument was acknowledged before me this ___ day of _____, 20__ by Benjamin D. Ollila, as _____

(Signature)

(Print Name)

Notary Public, _____ County, Minnesota
My Commission Expires _____

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

Dated this ___ day of _____, 20__.

Jason E. Rud, Licensed Land Surveyor
Minnesota License No. 41578

STATE OF MINNESOTA
COUNTY OF _____

This instrument was acknowledged before me this ___ day of _____, 20__ by Jason E. Rud.

(Signature)

(Print Name)

Notary Public, _____ County, Minnesota
My Commission Expires _____

CITY COUNCIL, CITY OF LINO LAKES, MINNESOTA

This plat of MTO PROPERTIES ADDITION was approved and accepted by the City Council of the City of Lino Lakes, Minnesota at a regular meeting thereof held this ___ day of _____, 20__, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

City Council, City of Lino Lakes, Minnesota

By _____ Mayor By _____ Clerk

COUNTY SURVEYOR

I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Subd. 11, this plat has been reviewed and approved this ___ day of _____, 20__.

David M. Zieglmeier
Anoka County Surveyor

COUNTY AUDITOR/TREASURER

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 20__ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this ___ day of _____, 20__.

Property Tax Administrator

By _____, Deputy

COUNTY RECORDER/REGISTRAR OF TITLES
COUNTY OF ANOKA, STATE OF MINNESOTA

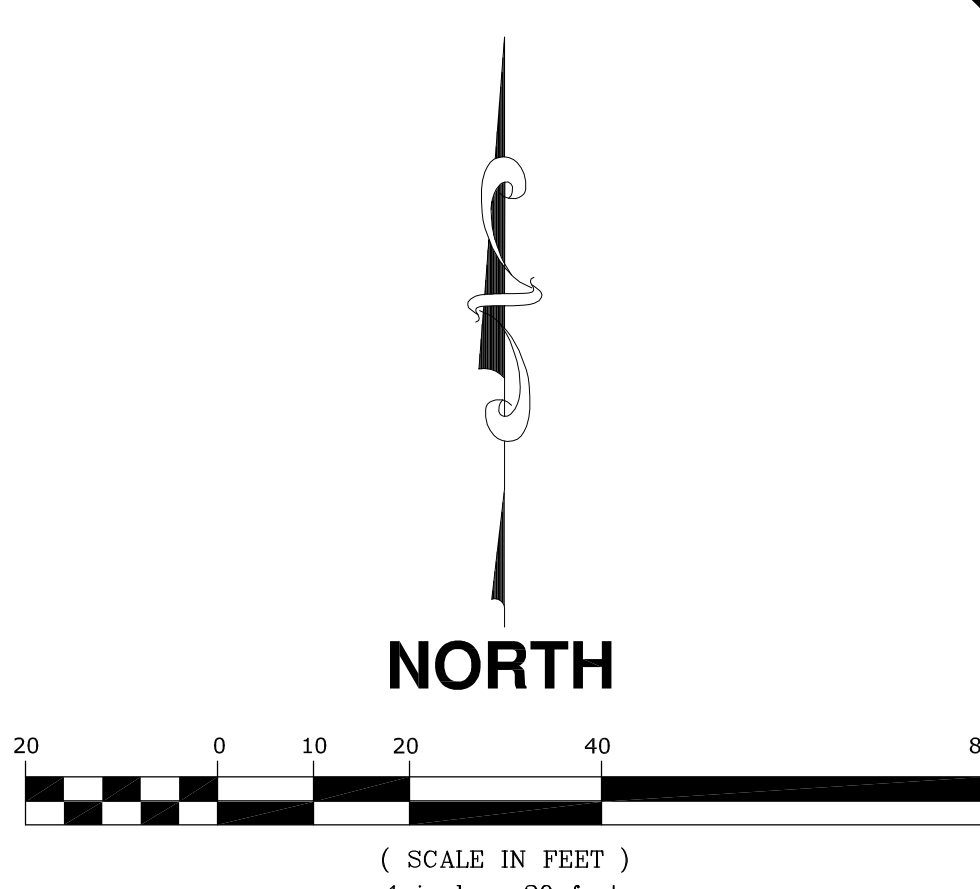
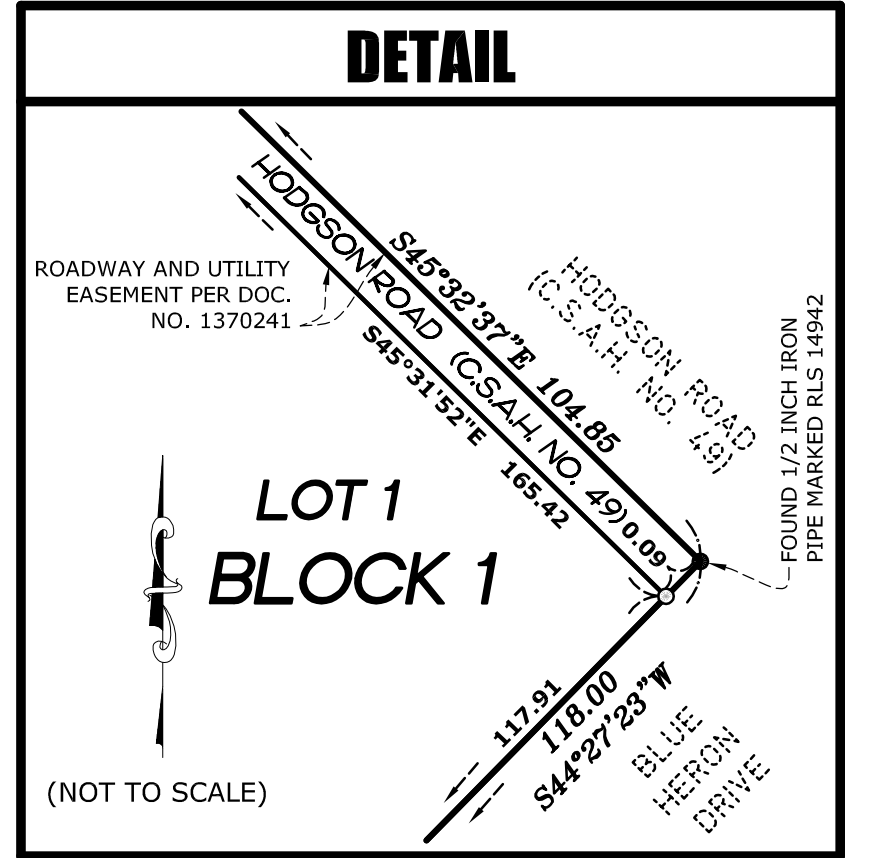
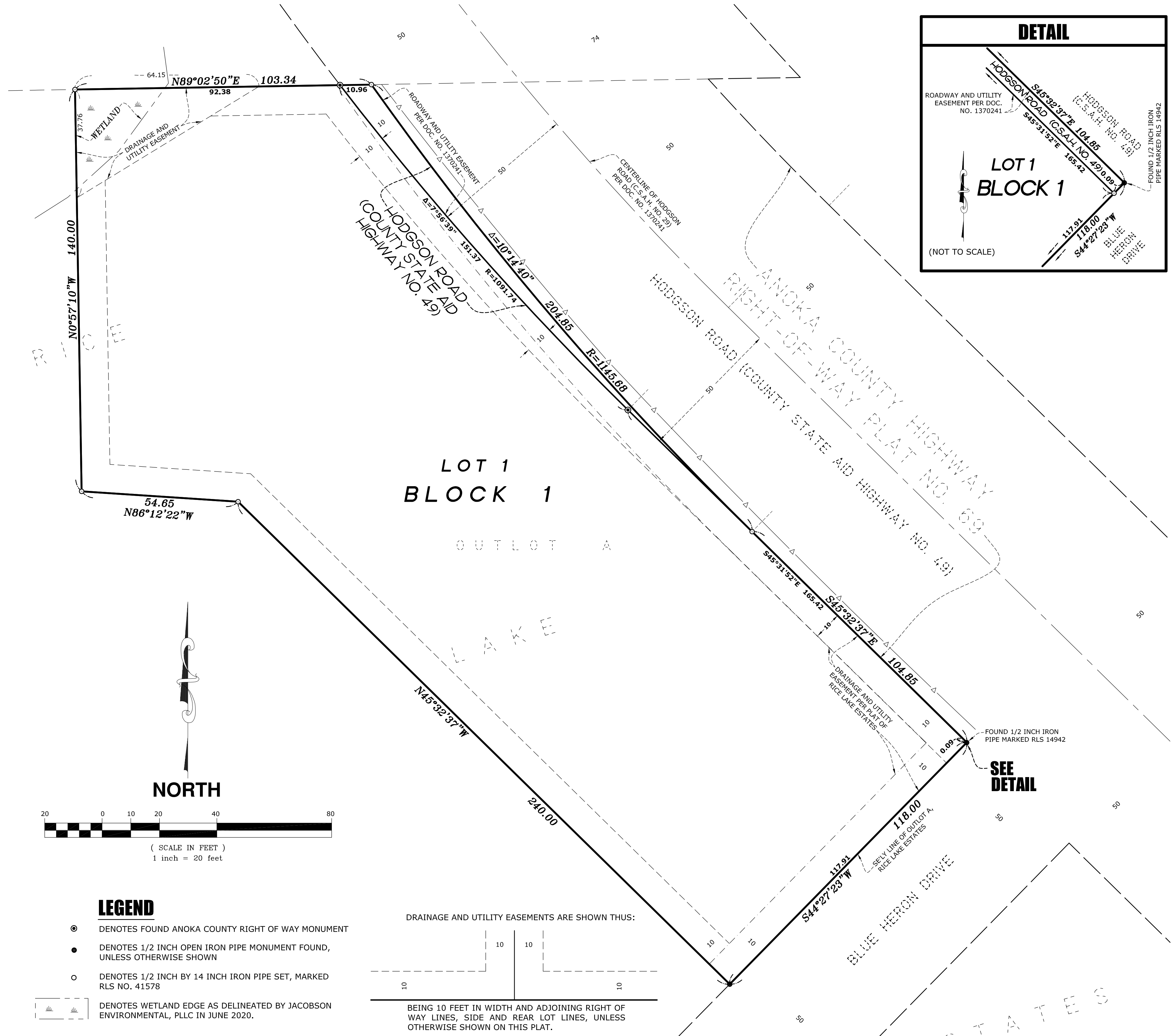
I hereby certify that this plat of MTO PROPERTIES ADDITION was filed in the office of the County Recorder/Registrar of Titles for public record on this ___ day of _____, 20__, at ___ o'clock ___ M. and was duly recorded as Document Number _____.

County Recorder/Registrar of Titles

By _____, Deputy

MTO PROPERTIES ADDITION

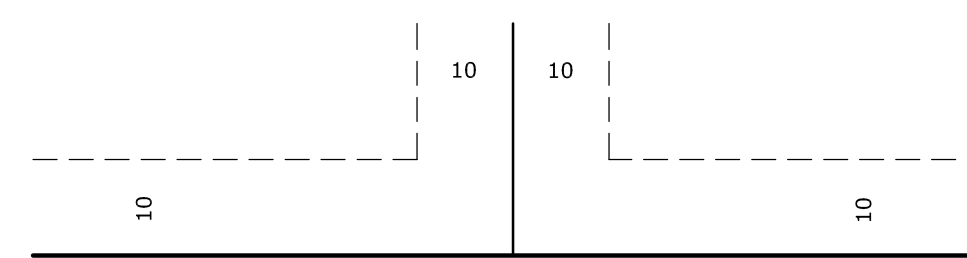
CITY OF LINO LAKES
COUNTY OF ANOKA
SEC. 30, T31N, R22W



LEGEND

- DENOTES FOUND ANOKA COUNTY RIGHT OF WAY MONUMENT
- DENOTES 1/2 INCH OPEN IRON PIPE MONUMENT FOUND, UNLESS OTHERWISE SHOWN
- DENOTES 1/2 INCH BY 14 INCH IRON PIPE SET, MARKED RLS NO. 41578
- ▭ DENOTES WETLAND EDGE AS DELINEATED BY JACOBSON ENVIRONMENTAL, PLLC IN JUNE 2020.
- △— DENOTES RIGHT OF ACCESS DEDICATED TO ANOKA COUNTY

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:



BEING 10 FEET IN WIDTH AND ADJOINING RIGHT OF WAY LINES, SIDE AND REAR LOT LINES, UNLESS OTHERWISE SHOWN ON THIS PLAT.

FOR THE PURPOSES OF THIS PLAT, THE SOUTHEASTERLY LINE OF OUTLOT A, RICE LAKE ESTATES IS ASSUMED TO HAVE A BEARING OF SOUTH 44 DEGREES 27 MINUTES 23 SECOND WEST.

E. G. RUD & SONS, INC.
EST. 1977 Professional Land Surveyors

SEE
DETAIL

RICE LAKE ESTATES

**CITY OF LINO LAKES
RESOLUTION NO. 22-07**

**RESOLUTION APPROVING DEVELOPMENT AGREEMENT
FOR MTO PROPERTIES ADDITION**

WHEREAS, the City Council approved the final plat for MTO Properties Addition with Resolution No. 22-06 on January 10, 2022; and

WHEREAS, the City's subdivision ordinance and conditions of approval require the execution of a development agreement between the Developer and the City of Lino Lakes.

NOW, THEREFORE BE IT RESOLVED by The City Council of The City of Lino Lakes hereby approves the Development Agreement between MTO Properties LLC and the City of Lino Lakes for MTO Properties Addition and authorizes the Mayor and City Clerk to execute such agreement on behalf of the City.

Adopted by the Council of the City of Lino Lakes this 10th day of January, 2022.

The motion for the adoption of the foregoing resolution was introduced by Council Member _____ and was duly seconded by Council Member _____ and upon vote being taken thereon, the following voted in favor thereof:

The following voted against same:

Rob Rafferty, Mayor

ATTEST:

Julianne Bartell, City Clerk

MTO Properties- Thrivent Financial


Work Session
January 3, 2022



Land Use Application


- Final Plat
 - Lot 1, Block 1, MTO Properties Addition
 - 1 acre lot
- Site and Building Plan Review
 - 2,873 sf commercial office building
 - Thrivent Financial

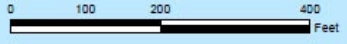




Site Location & Aerial Map

MTO Properties-Thrivent





0 100 200 400 Feet

- 1 acre site
- Vacant commercial land
- Relatively flat
- CSAH 49 (Hodgson Rd)
- 1 wetland
- Residential development
- Blue Heron Drive
- Park/Open Space to west

History

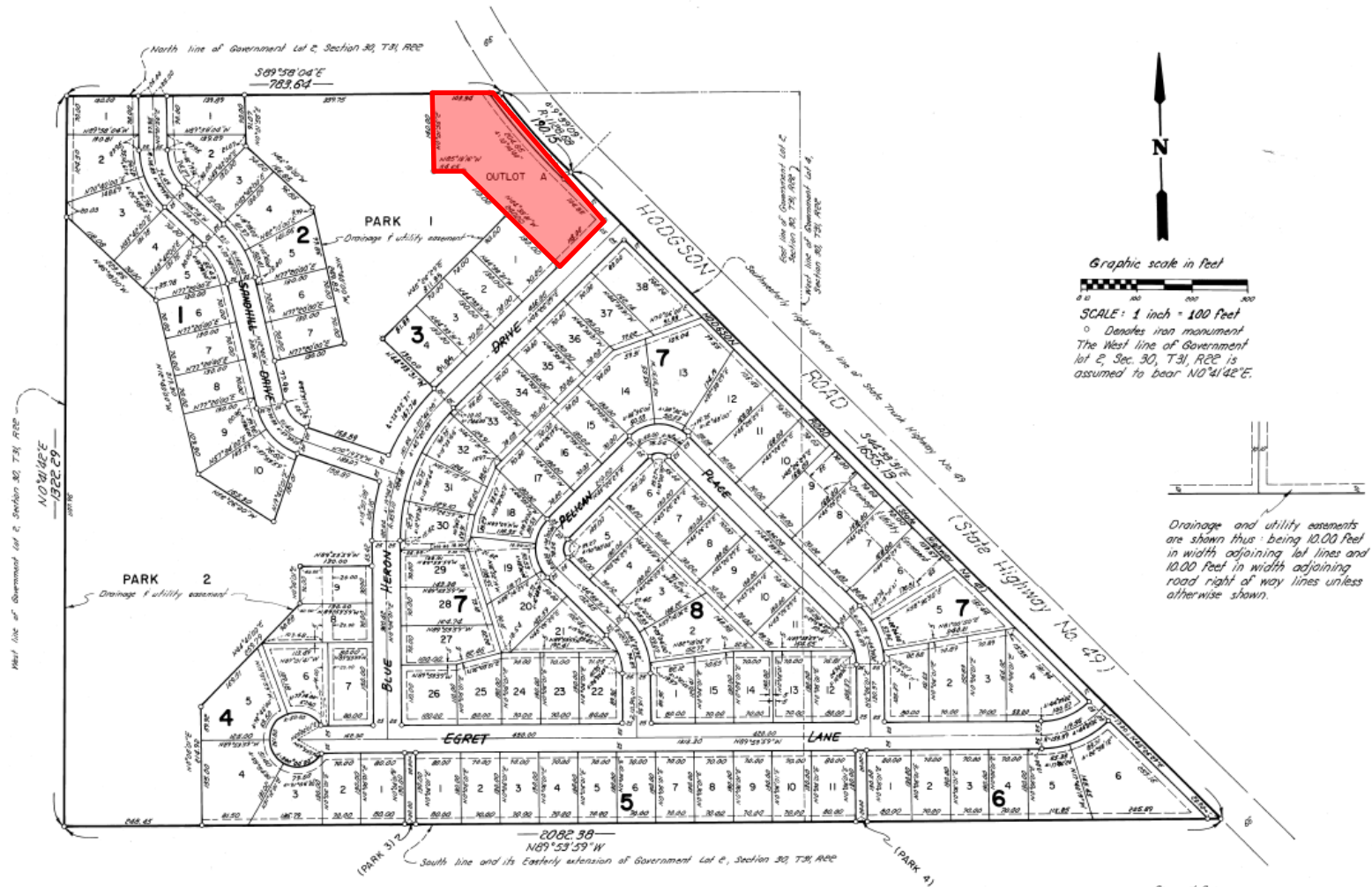
- Site is legally described as Outlot A, Rice Lake Estates
- Platted in 1985 and zoned for commercial development
- Original commercial concept was a convenience store
- 1996: Council approved a site plan and CUP for Lino Lakes Family Dentistry to build a dentist office
- Project never moved forward

Zoning and Land Use

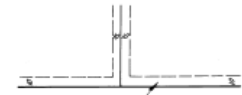
- Parcel is zoned NB, Neighborhood Business District.
- Allows for office business-general as a permitted use.
- City's zoning map shows the parcel with a PDO, Planned Development Overlay; however, rezoning Ordinance No. 09-88 states "All of the subdivision of Rice Lake Estates **except Outlot A**" shall be rezoned to PUD, Planned Unit Development.
- Zoning map shall be corrected with the City's upcoming zoning map and ordinance update currently being drafted.

RICE LAKE ESTATES

City of Lino Lakes
County of Anoka



Graphic scale in feet
 0 100 200 300
 SCALE: 1 inch = 100 feet
 ○ Denotes iron monument
 The West line of Government lot 2, Sec. 30, T-31, R-2E is assumed to bear N10°41'42\"/>



Drainage and utility easements are shown thus: being 10.00 feet in width adjoining lot lines and 10.00 feet in width adjoining road right of way lines unless otherwise shown.

Prepared By:
CEI CONSULTING ENGINEERS DIVERSIFIED INC.
 Sheet 2 of 2 Sheets

- 1985 Rice Lake Estates Final Plat
 - Outlot A

MTO PROPERTIES ADDITION

KNOW ALL PERSONS BY THESE PRESENTS, That MTO Properties LLC, a Minnesota limited liability company, owner of the following described property:

Ouji A, Rice Lake Estates, Anoka County, Minnesota,

has caused the same to be surveyed and platted as MTO PROPERTIES ADDITION and does hereby dedicate to the public for public use the public way and the drainage and utility easements as shown on this plat. Also dedicating to the County of Anoka the right of access onto County State Aid Highway No. 49 as shown on this plat.

In witness whereof said MTO Properties LLC, a Minnesota limited liability company, has caused these presents to be signed by its proper officer this _____ day of _____, 20__.

MTO PROPERTIES LLC

Benjamin O. Cillo, as _____

STATE OF _____

COUNTY OF _____

This instrument was acknowledged before me this _____ day of _____, 20__ by Benjamin O. Cillo, as _____

MTO Properties LLC, a Minnesota limited liability company,

_____, (Signature)

_____, (Print Name)

Notary Public, _____ County, Minnesota

My Commission Expires _____

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

Dated this _____ day of _____, 20__.

Jason E. Rud, Licensed Land Surveyor

Minnesota License No. 415278

STATE OF MINNESOTA

COUNTY OF _____

This instrument was acknowledged before me this _____ day of _____, 20__ by Jason E. Rud,

_____, (Signature)

_____, (Print Name)

Notary Public, _____ County, Minnesota

My Commission Expires _____

CITY COUNCIL, CITY OF LINO LAKES, MINNESOTA

This plat of MTO PROPERTIES ADDITION was approved and accepted by the City Council of the City of Lino Lakes, Minnesota at a regular meeting thereof held on the _____ day of _____, 20__ and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, SUBD. 2.

City Council, City of Lino Lakes, Minnesota

By _____ Mayor By _____ Clerk

COUNTY SURVEYOR

I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Subd. 11, this plat has been reviewed and approved

this _____ day of _____, 20__.

David M. Stegmiller

Anoka County Surveyor

COUNTY AUDITOR/TREASURER

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 20__ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and liens entered this _____ day of _____, 20__.

Property Tax Administrator

By _____ Deputy

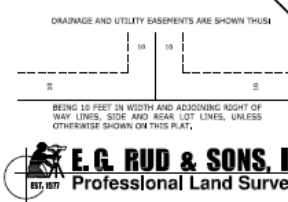
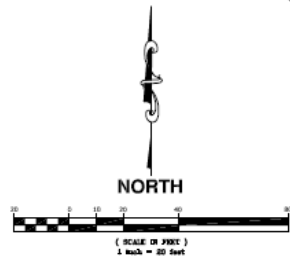
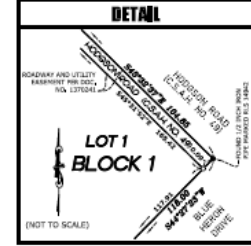
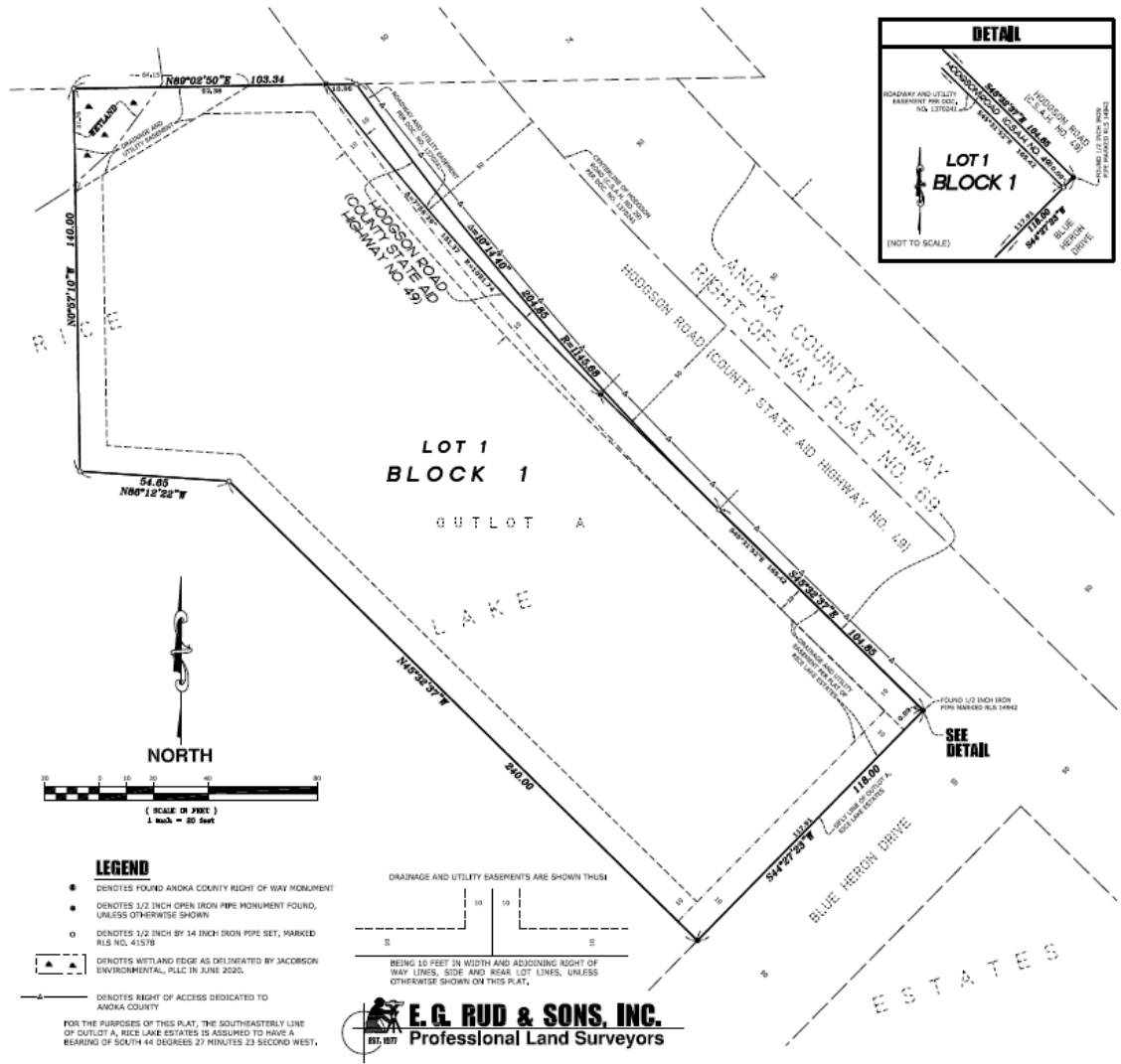
COUNTY RECORDER/REGISTRAR OF TITLES

COUNTY OF ANOKA, STATE OF MINNESOTA

I hereby certify that this plat of MTO PROPERTIES ADDITION was filed in the office of the County Recorder/Registrar of Titles for public record on this _____ day of _____, 20__ at _____ o'clock _____, and was duly recorded as Document Number _____.

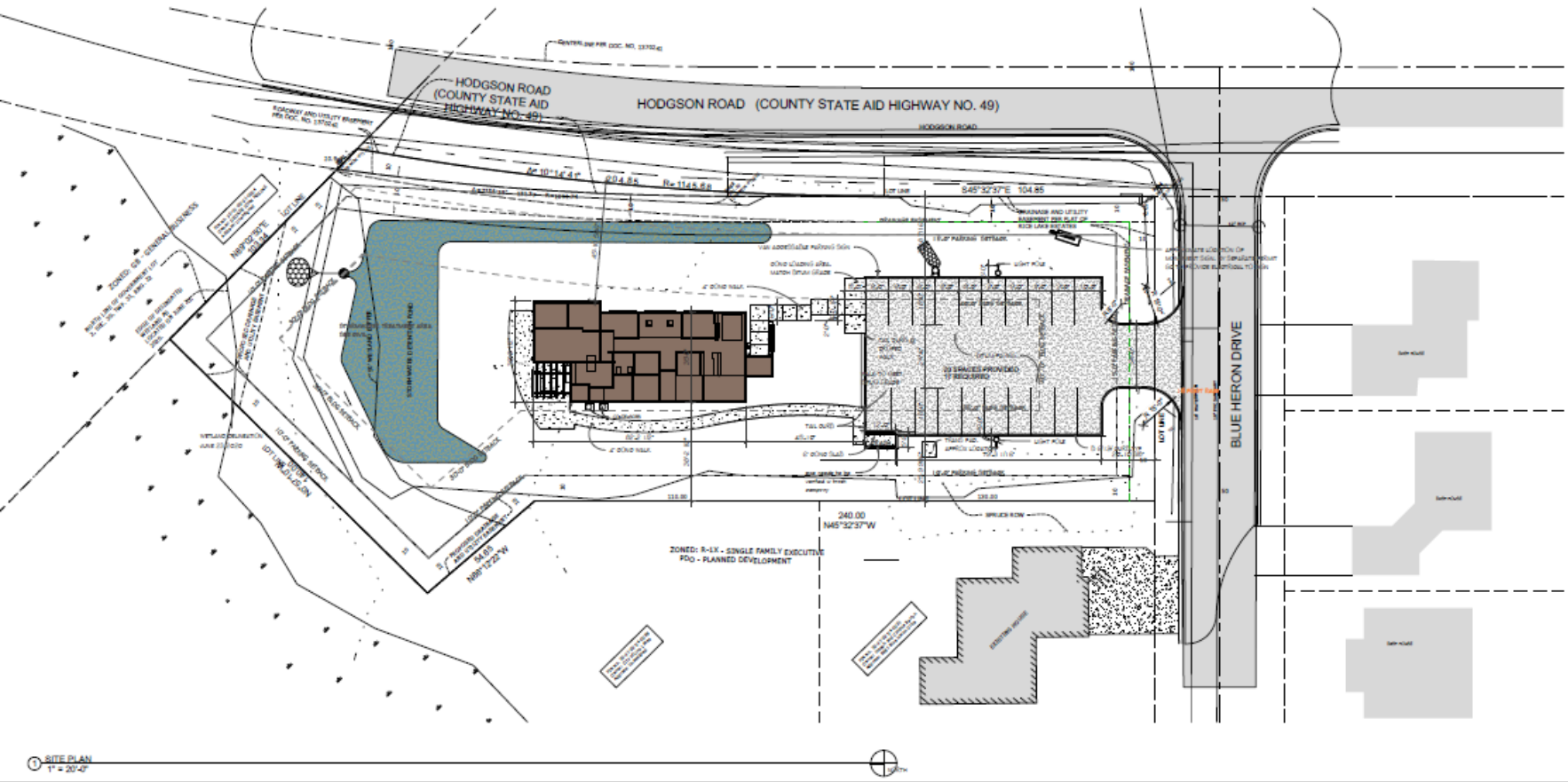
County Recorder/Registrar of Titles

By _____ Deputy



E. G. RUD & SONS, INC.
 Professional Land Surveyors
 815.877

Parcel	Acres	Purpose
Lot 1, Block 1	1.02	Commercial Building



- 2,873 sf commercial building for Thrivent Financial
- Setbacks are met
 - 35ft from residential to the south is required and met
- Screen condensers and transformer pad
- Trash enclosure requirements are met
- Parking stalls required = 17 stalls. 20 parking stall proposed.



③ SOUTH ELEVATION - FRONT ENTRANCE
1/2" = 1'-0"



④ WEST ELEVATION - REAR PATIO VIEW 1
1/2" = 1'-0"



⑤ FRONT ELEVATION - VIEW 2
1/2" = 1'-0"



*3D IMAGERY IS FOR PROPOSED DESIGN REFERENCE ONLY, NOT FOR CONSTRUCTION OR ORDERING MATERIALS. COLORS SHOWN ARE DEPICTED AS CLOSE TO "REALISTIC" AS POSSIBLE, PHOTOMETRIC, LANDSCAPING AND SITE NOT ACCURATELY SHOWN.



3/20/21

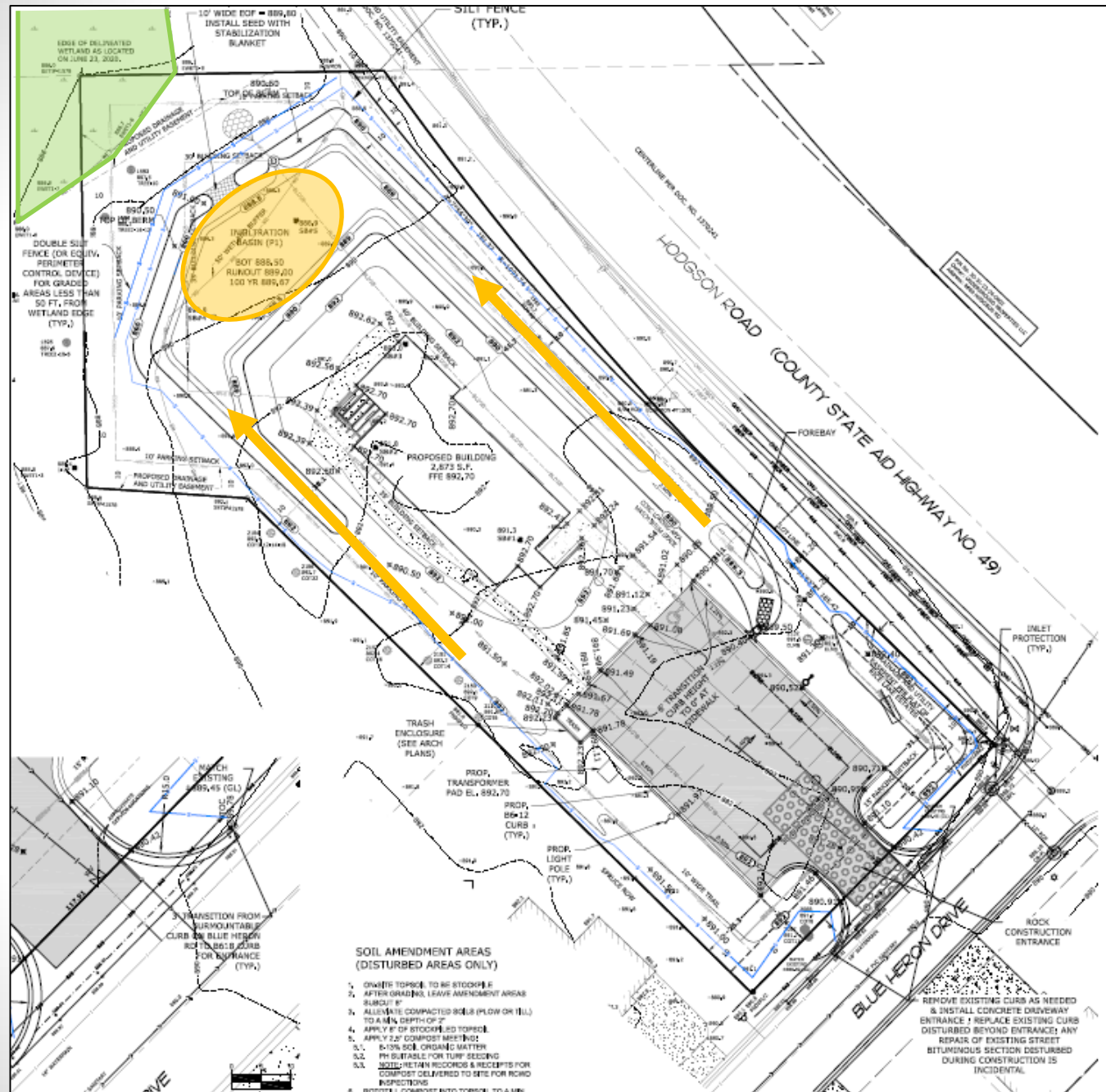
- Exterior materials = hardi-plank lap board siding, shingles, glass, EFIS, standing seam metal roof, and wood timbers
- Color palette consists of earth tone pearl gray, black oak, off white and ebony.
- Building height = 23' < 35' max allowed
- Exterior materials meet ordinance requirements for material types, color and %

Stormwater Management

- Side yard drainage
- Infiltration basin in rear

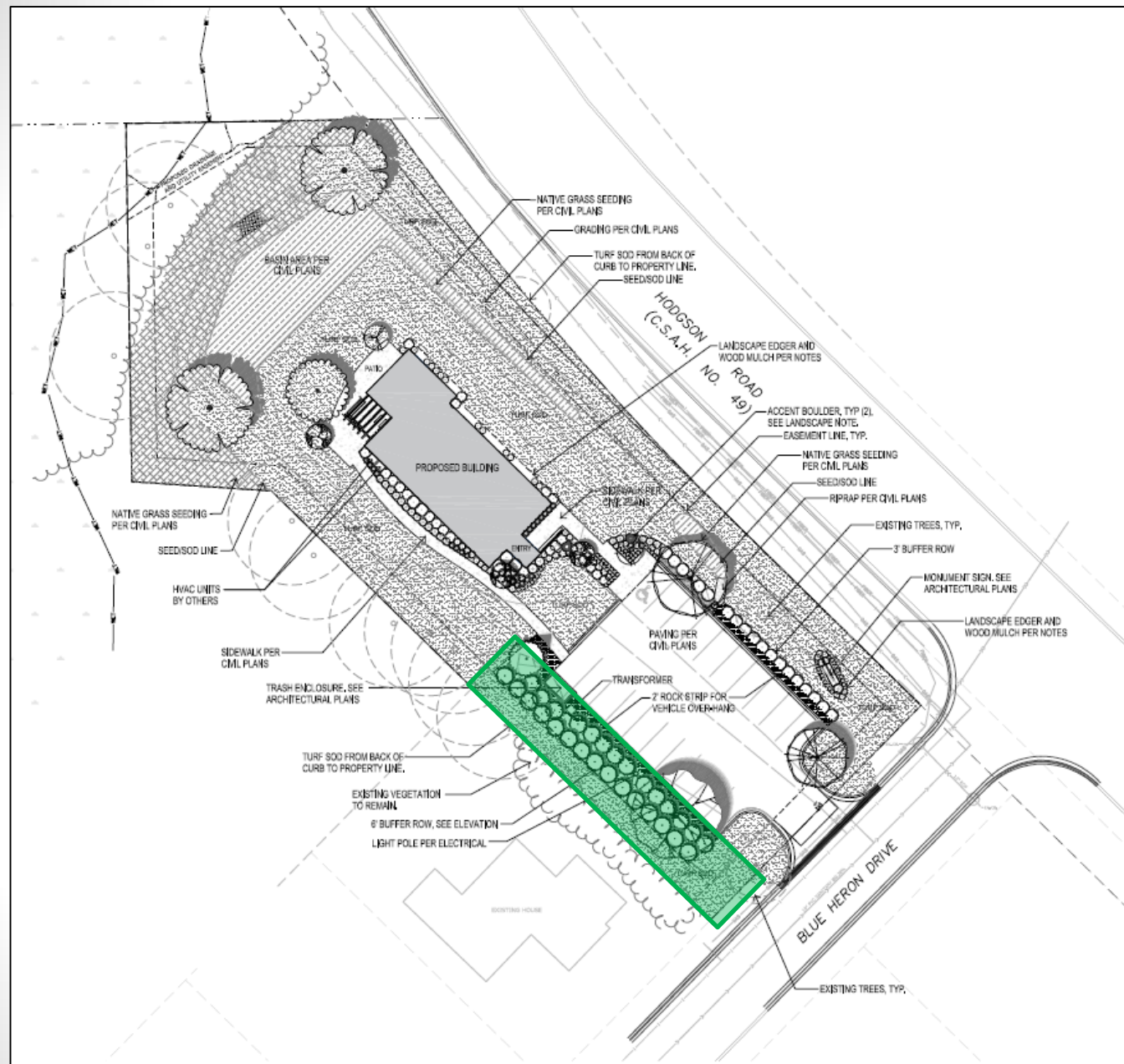
Wetlands

- 0.015 acres
- 50ft WMC buffer
- No wetland impacts



Landscape Plan

- Env Coord. and Env Board reviewed
- Open Area
- Buffer & Screen
 - 6ft fence or landscape screen b/n residential
- Canopy Cover
- Foundation Plantings
- Few revisions required



Additional Comments

- Impervious Surface = 24%
 - Max. allowed is 60% for Shoreland District
- Public Land Dedication

MTO Properties Addition	
1.02 acres x \$2,520 per acre =	\$2,570.40

Agreements

- Stormwater Maintenance Agreement
 - Declaration for private stormwater system
- Development Agreement
 - Standard with final plat

Findings of Fact-Final Plat

1. The final plat shall substantially conform to the approved preliminary plat and phasing plan.
- The final plat substantially conforms with the preliminary plat.

Findings of Fact-Final Plat

2. For plats that consist solely of individual single family residential lots, final plat applications for subsequent phases shall not be approved until building permits have been issued for 40% of lots in the preceding phase. This division applies only when the preceding phase consists of 40 or more lots; and
 - Not applicable. The final plat is for a commercial development.

Findings of Fact-Final Plat

3. Conditions attached to approval of the preliminary plat shall be substantially fulfilled or secured by the development agreement, as appropriate.
- Securities will be required with a Development Agreement.

Planning & Zoning Board

- December 8, 2021: P&Z reviewed the MTO Properties Final Plat and Site Plan
- One neighborhood resident spoke regarding concerns with additional traffic.
- Board recommended approval with a 6-0 vote.

Council Consideration

MTO Properties Addition Final Plat

- Consider Resolution No. 22-06 Approving Final Plat
- Consider Resolution No. 22-07 Approving Development Agreement

WORK SESSION STAFF REPORT
Work Session Item No. 2

Date: January 3, 2022
To: City Council
From: Sarah Cotton, City Administrator
Re: Annual Appointments

Background

Below is the list of annual appointments the City Council considers each year. The Council will be asked to approve the 2022 appointments at the January 10, 2022, City Council meeting.

	2021	2022
1. Acting Mayor	Dale Stoesz	Dale Stoesz
2. Legal Newspaper	Quad Community Press	Quad Community Press
3. Legal Services	Barna, Guzy & Steffen Kennedy & Graven Rupp, Anderson, Squires, & Waldspurger Geck, Duea & Olson	Barna, Guzy & Steffen Kennedy & Graven Rupp, Anderson, Squires, & Waldspurger Geck, Duea & Olson
4. Labor Services	Barna, Guzy & Steffen Riley, Dettman & Kelsy BakerTilly	Barna, Guzy & Steffen Riley, Dettman & Kelsy BakerTilly
5. Fiscal Agent	BakerTilly	BakerTilly
6. Assessor	Anoka County	Anoka County
7. North Metro Telecommunications Committee	Dale Stoesz Tony Cavegn (Alternate)	Dale Stoesz Tony Cavegn (Alternate)
8. Vadnais Lake Watershed District	Rob Rafferty	Rob Rafferty
9. County Corrections Program	Chris Lyden John Swenson	Chris Lyden John Swenson
10. Joint Law Enforcement Council	Tony Cavegn John Swenson	Tony Cavegn John Swenson

11. Anoka Co. Fire Protection Council	Mike Ruhland Rob Rafferty (Alternate)	Mike Ruhland Rob Rafferty (Alternate)
12. City Depositories	First Resource Bank LMC 4M Fund Wells Fargo Securities Wells Fargo Advisors US Bank RBC Capital Markets Moreton Capital Markets F&M Bank Others as needed	First Resource Bank LMC 4M Fund PMA Financial Network PMA Securities Moreton Capital Markets US Bank
13. City Treasurer ¹	Hannah Lynch	Hannah Lynch
14. City Engineer	WSB & Associates	WSB & Associates
15. Data Practices Officer	Julie Bartell	Julie Bartell
16. City Auditor	Redpath & Company	Redpath & Company
17. Twin Cities Gateway	Sarah Cotton Dale Stoesz (Alternate)	Sarah Cotton Dale Stoesz (Alternate)
18. Anoka Co./Blaine Airport Advisory Council	Dean Quimby	Dean Quimby
19. Hearing Officer	John Swenson Rick DeGardner (Alternate)	John Swenson Rick DeGardner (Alternate)
20. Local Board of Appeal & Equalization Training	Mike Ruhland Rob Rafferty	Mike Ruhland Rob Rafferty
21. Secretarial Services	TimeSaver, Inc.	TimeSaver, Inc.

¹The City Council delegates the authority to make electronic funds transfers to the City Treasurer. The City Treasurer may delegate certain duties to finance staff, but shall remain responsible for the transfer program.

Requested Council Direction

Discuss whether any changes or modifications are needed to the 2022 appointments.

Attachments

None