

**CITY OF LINO LAKES
ENVIRONMENTAL BOARD MEETING**

Wednesday, June 29, 2022
6:30 p.m.
Council Chambers

AGENDA

1. CALL TO ORDER AND ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF AGENDA
4. APPROVAL OF MINUTES: May 4, 2022
5. OPEN MIKE
6. ACTION ITEMS
 - A. Villas on Vicky Concept Plan Review
7. DISCUSSION ITEMS
 - A. MS4 Annual Report and Public Comment Opportunity
8. UPDATES
 - A. Introducing new Recycling Intern Tori Philippi
 - B. Recycling Updates
 - C. General Updates
9. ADJOURN

**CITY OF LINO LAKES
ENVIRONMENTAL BOARD MEETING**

DATE:	May 4, 2022
TIME STARTED:	6:30 P.M.
TIME ENDED:	7:41 P.M.
MEMBERS PRESENT:	John Sullivan, Lindsay Buchmeier, Shawn Holmes, Jonathan Parsons
MEMBERS ABSENT:	Ella McNulty, Cassie Cavegn, Alex Schwartz
STAFF PRESENT:	Andy Nelson

I. CALL TO ORDER AND ROLL CALL:

Chair Sullivan called the Lino Lakes Environmental Board meeting to order at 6:30 p.m. on May 4, 2022.

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF AGENDA

The agenda was adjusted to include discussion item 6C regarding the possible implementation of No Mow May.

IV. APPROVAL OF MINUTES:

Mr. Parsons made a MOTION to approve the February 23, 2022 meeting minutes. Motion was supported by Ms. Holmes. Motion carried 4 – 0.

V. OPEN MIKE

Mr. Sullivan declared Open Mike at 6:33 p.m.

There was no one present for Open Mike.

Open Mike was closed at 6:33 p.m.

VI. ACTION ITEMS

A. Otter Lake Animal Care Center Conditional Use Permit Amendment & Site Plan Review

Andy Nelson, Environmental Coordinator, presented the staff report.

Otter Lake Animal Care Center is located at 6848 Otter Lake Road. Dr. Wayne Scanlan, the applicant, is proposing to construct a 2,850 sq. ft. addition to the existing 4,000 sq. ft. building. The applicant is also proposing to expand the existing parking lot. The current site is approximately 1.51 acres.

The Board briefly discussed the location of the trash enclosure and the on-site storm water pond. Overall, the Board supported staff's recommendations.

Ms. Holmes made a MOTION to recommend the Otter Lake Animal Care Center conditional use permit amendment and site plan review be forwarded to the Planning and Zoning Board and City Council subject to conditions listed in the staff report. Motion was supported by Mr. Parsons. Motion carried 4 – 0.

B. Otter Crossing 2nd Addition Preliminary Plat and Tidal Wave Auto Spa Conditional Use Permit & Site Plan Review

Andy Nelson, Environmental Coordinator, presented the staff report.

Tyme Properties, LLC. submitted a land use application for a preliminary plat for Otter Crossing 2nd Addition in order to create two (2) commercial lots. Bowman submitted a separate land use application for a conditional use permit and site plan review for a commercial car wash called Tidal Wave Auto Spa which will be located on Lot 1 of the preliminary plat.

Mr. Parsons asked if Tidal Wave Auto Spa would be able to recycle the stormwater runoff through the car wash system.

Mr. Nelson said he would investigate whether or not recycling the stormwater could be a viable option.

Ms. Buchmeier asked, since the holding pond is located at the end of the street, will the street forever remain a dead end.

Mr. Nelson explained it is unlikely the street will remain a dead end. He added the City's engineering team will ultimately be responsible for the development of the street.

Ms. Buchmeier inquired if there are any rare and unique species on the property.

Mr. Nelson said Blanding's turtles have been found nearby. He recommended the Board add a recommendation to add protections pertinent to Blanding's turtles.

Chair Sullivan referred to Caribou Coffee's landscaping to ask Mr. Nelson how tree planting, appropriate spacing of trees, and the removal of diseased trees will be handled for the Tidal Wave Auto Spa site.

Mr. Nelson explained Caribou Coffee's landscaping has not yet received final acceptance. He stated it is his responsibility to conduct the final review of the landscaping for all projects to ensure the plantings are alive and the landscaping matches the approved plan. Regarding the spacing of trees, he said open space is typically reserved for underground utilities and for access to stormwater ponds.

Ms. Buchmeier made a MOTION to recommend the preliminary plat for Otter Crossing 2nd Addition and the conditional use permit and site plan review for Tidal Wave Auto Spa be forwarded to the Planning and Zoning Board and City Council subject to conditions listed in the staff report including two additional recommendations from the Board to add applicable protections for Blanding's turtles and to implement the reuse of stormwater through the car wash system. Motion was supported by Ms. Holmes. Motion carried 4 – 0.

C. No Mow May

Andy Nelson, Environmental Coordinator, presented the staff report.

No Mow May is an initiative which promotes avoiding the mowing of lawns during the month in order to provide additional flowers which benefit pollinator species.

Ms. Buchmeier asked if City Council approves the No Mow May initiative, would parks and City property be included.

Mr. Nelson informed the Board they could make the recommendation to include parks and City property within the initiative; however, he cautioned such recommendation may not be approved by City Council since those spaces are often rented and utilized by sporting groups.

Chair Sullivan made a MOTION to recommend support of the No Mow May initiative by suspending tall grass ordinance enforcement for the month of May in order to benefit pollinators. Motion was supported by Ms. Holmes. Motion carried 4 – 0.

VII. UPDATES

A. General Updates

Mr. Nelson informed the Board of Mary Fogarty's retirement from the City after 27 years. He expressed his appreciation working with Ms. Fogarty and thanked her specifically for her work with the community gardens and the City's annual tree sale. Mr. Nelson also gave the Board a verbal update regarding the EAB grant. He stated all of the diseased trees and stumps have been removed and the new bare root trees have been planted, mulched, and watered.

B. Recycling Update

Mr. Nelson informed the Board interviews for the Recycling Intern position have been conducted and upon acceptance of the offer, the intern will start within a few weeks.

C. Other Business

Ms. Holmes asked about the status of the proposed development by Anderson Companies on the corner of Lake Drive and Main Street and if any updates will be provided to the various Boards.

Mr. Nelson said he would look into her inquiry and provide the Board with an update at next month's Environmental Board meeting.

VIII. ADJOURNMENT

Ms. Holmes made a MOTION to adjourn the meeting at 7:41 p.m. Motion was supported by Ms. Buchmeier. Motion carried 4 – 0.

Respectfully submitted,
Janele Waterman, Community Development Administrative Assistant

**ENVIRONMENTAL BOARD
AGENDA ITEM 6A**

STAFF ORIGINATOR: Andy Nelson, Environmental Coordinator

MEETING DATE: June 29, 2022

REQUEST: Villas on Vicky PUD Concept Plan Review

APPLICANT: Ranger Development
Attn: Jon Blattman
4247 117th Ave. NE
Blaine, MN 55449

OWNER: Jeff and Mary Jo Joyer
8174 Lake Drive
Lino Lakes, MN 55014

BACKGROUND

The applicant submitted a land use application for a Planned Unit Development Concept Plan review. The proposed residential development is located on an approximately 4.9 acre parcel west of the intersection of Lake Drive and Kelly Street. The concept plan proposes 23 single unit townhomes, all slab on grade with the option of one or two levels. The applicant is proposing varying lot sizes and setbacks that would require PUD flexibility.

This staff report is based on review of the following submittals:

- Concept Plan prepared by E.G. Rud and Sons, Inc., dated 5-26-22
- Aerial Resource Map prepared by E.G. Rud and Sons, Inc., dated 5-26-22
- Narrative and House Elevations prepared by Ranger Development, dated 6-09-22

ANALYSIS

EXISTING CONDITIONS

The site is currently a vacant, approximately 4.9 acre parcel with scattered trees and grasses on sandy soil.

Land Cover

Pre-settlement land cover (Marschner) was oak openings and barrens.

Minnesota Land Cover Classification System (MLCCS) data indicates: long grasses with sparse tree cover on upland soils, oaks with 11-25% impervious cover on the south perimeter, and short grasses and mixed trees with 26-50% impervious cover. The impervious cover noted in the MLCCS data is associated with developed residential lots nearby.

Soils

Soil types according to the Natural Resources Conservation Service Soil Survey Geographic Database include:

Soderville fine sand with 0 to 3% slopes (approximately 80%) which are moderately well drained with rapid permeability in the upper part and moderately rapid in the lower part. Runoff is negligible. Water table may be at 2-3.5 feet from April to June.

Zimmerman fine sand with 1-6% slopes (approximately 20%) which are excessively drained soils with rapid permeability and negligible to low runoff.

Shoreland District

Site does not fall within Shoreland District.

Alternative Urban Areawide Review (AUA) Considerations

The site is not within the AUA environmental review boundary.

Drinking Water Protection

The site is not within in the Drinking Water Supply Management Area (DWSMA).

PROPOSED CONDITIONS

The concept plan shows 23 single-family townhome lots ranging from 5,358-11,066 square feet in size. There are stormwater ponds shown on the 10,026 square foot Outlot B and in two areas along the east perimeter on Lake Drive.

The proposed project would also include construction of private streets and a realignment of Vicky Lane to match with Kelly Street just east of this site.

Rezoning

The property is currently zoned R1, single family residential. The property would need to be rezoned to PUD, Planned Unit Development in order to allow for a variety of lot sizes and setbacks.

The intent of Planned Unit Development is to provide for the grouping of lots or buildings for development as an integrated, coordinated unit as opposed to traditional parcel by parcel, piecemeal, or sporadic approach to development. It is intended to introduce flexibility of site design and architecture for the conservation of land and open space through clustering of lots, buildings and activities, which promote the goals outlined in the Comprehensive Plan or serve another public purpose.

The applicant would need to provide additional public benefit, such as additional open space and trails, in order to be considered for PUD zoning.

Flood Plain

The site does not fall within the flood management zone.

Rare, Unique, or Significant Resources

The following rare plants and animals have been documented within one mile of the site: Blanding's turtle (*Emydoidea blandingii*), Toothcup (*Rotala ramosior*), Lance-leaved violet (*Viola lanceolata*), and Autumn Fimbry (*Fimbristylis autumnalis*).

These species are all associated with wetland habitat and there are no wetlands on site. Protections for wildlife will be included through adherence to city specifications already in place. These protections include surmountable curbs for residential streets and natural netting erosion blanket where needed for soil stabilization.

Staff does not find additional environmental assessments for rare, unique, or significant resources necessary for this site.

Stormwater Management

Under existing conditions, most stormwater on this site infiltrates into the soil. The rest collects in the city stormwater system that heads to ponds in Lino Park.

There are stormwater ponds noted in the concept plan. Native vegetation buffers shall be included around all ponds.

Greenway System and Trails

A trail and on-street bike lane are proposed in the 2040 Comprehensive Plan, which should be considered as part of this project.

Wetlands

There are no wetlands indicated on the proposed project site.

LANDSCAPE PLAN

A Tree Survey, Tree Preservation and Mitigation Plan, and Landscape Plan in compliance with Section 1007.043 (17), Required Screening, Landscaping and Buffer Yards shall be submitted. Note that additional landscaping may be required as a condition of the PUD.

Staff notes that a 6 foot buffer and screen will be required around the entire site due to the adjacent, less intense land uses, and the presence of the arterial road (Lake Drive). There does not appear to be enough room for these buffers or the required open space plantings in the current proposed plan.

RECOMMENDATIONS

Staff recommends the Villas on Vicky PUD Concept Plan be forwarded to the Planning and Zoning Board and City Council with the following comments:

1. There does not seem to be room for required buffer and screen plantings or open space plantings.
2. The project narrative mentions two trees will be planted in each front yard. There should be only one boulevard tree per frontage planted in the right-of-way per property. This is one tree per lot or two trees for corner lots. If there is a second tree planted in the front yards, they should not be located in the right-of-way.
3. A proposed trail appears on this site in the 2040 Comprehensive Plan and should be considered as part of this project.

4. A diverse mix of native plants and plants beneficial to pollinators shall be utilized wherever possible and/or practical. This includes vegetative buffers around stormwater management features and also in required open space and landscape plantings.


ATTACHMENTS

1. Villas On Vicky Aerial Photo
2. Concept Plan
3. Aerial Resource Map

Villas On Vicky Aerial



1 in = 752 ft

 Parcels



CONCEPT PLAN

~for~ RANGER DEVELOPMENT
~of~



DEVELOPER

RANGER DEVELOPMENT
4247 117TH AVE NE
BLAINE, MN 55449
ATTN: JON BLATTMAN
Tel. 763.242.8087

BUILDER

HEDBERG HOMES INC.
4247 117TH AVE NE
BLAINE, MN 55449
ATTN: JON BLATTMAN
Tel. 763.242.8087

OWNER

JEFF & MARY JO JOYER
8174 LAKE DRIVE
LINO LAKES
MOBIL 612.750.7270

SURVEYOR

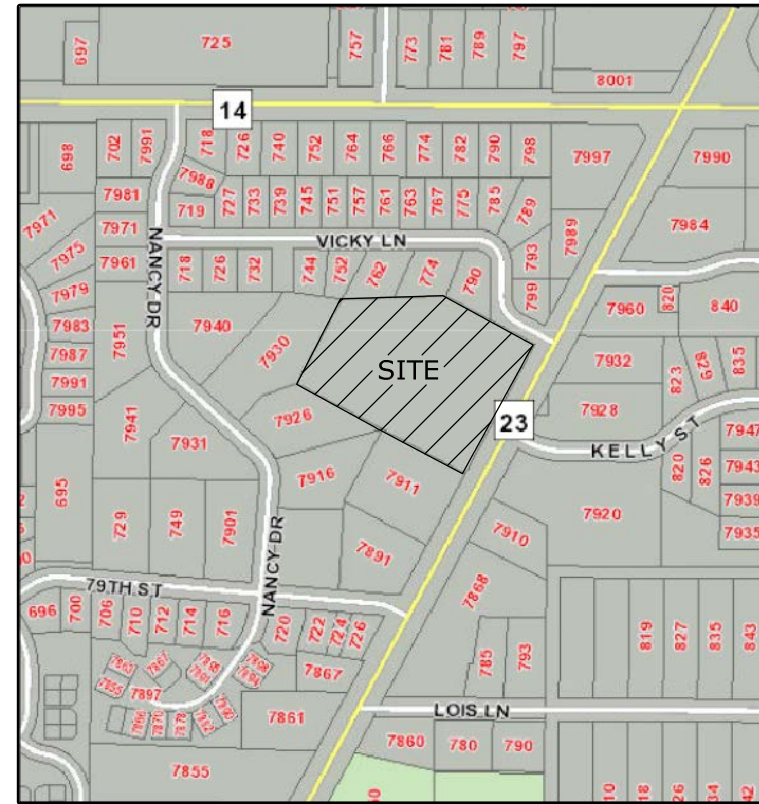
E.G. RUD & SONS, INC.
6776 Lake Drive NE,
Suite 110 Lino Lakes, MN 55014
Tel. 651.361.8200

CIVIL ENGINEER

PLOWE ENGINEERING, INC.
6776 Lake Drive NE,
Suite 110 Lino Lakes, MN 55014
Tel. 651.361.8210

VICINITY MAP

PART OF SEC. 08, TWP. 31, RING. 22



ANOKA COUNTY, MINNESOTA
(NO SCALE)

PROPERTY DESCRIPTION

[Description per Anoka County Quit Claim Deed Document No. 2233356.001]

That part of Lot 1, AUDITOR'S SUBDIVISION NO. 100 described as follows: Commencing at the northeast corner of Lot 4, AUDITOR'S SUBDIVISION NO. 100; thence in a northwesterly direction, along the north line of said Lot 4, a distance of 560 feet; thence in a northeasterly direction parallel with the westerly right of way line of State Trunk Highway No. 8, a distance of 424.00 feet; thence in a southeasterly direction, parallel with the north line of said Lot 4, a distance of 560 feet, more or less, to said westerly right of way line of State Trunk Highway No. 8, thence in a southwesterly direction along said westerly right of way line, a distance of 424.00 feet to the point of beginning. Excepting that part lying northerly of a line connecting the southeast corner of Lot 3, Block 2, TWILIGHT ACRES to the southeast corner of Lot 2, Block 2, TWILIGHT ACRES. Also excepting Parcel 41, ANOKA COUNTY RIGHT-OF WAY PLAT NO. 17, all in the Northeast Quarter of Section 8, Township 31, Range 22, Anoka County, Minnesota.

AREA

TOTAL SITE AREA: 4.91 ACRES, MORE OR LESS
PROPOSED LOTS: 23 SINGLE UNIT TOWNHOMES
PROPOSED OUTLOTS: 2
PROPOSED PUBLIC RIGHT OF WAY: 0.42 ACRES
DENSITY: 4.68± UNITS/ ACRE

OUTLOT A IS FOR STREET PURPOSES.
OUTLOT B IS FOR PONDING PURPOSES.

ZONING AND SETBACKS

CURRENT ZONING IS R-1 - SINGLE FAMILY RESIDENTIAL

PROPOSED ZONING IS PUD - PLANNED UNIT DEVELOPMENT

SETBACKS:
C.S.A.H NO. 23 (LAKE DRIVE) 40 FEET
VICKY LANE SIDE STREET 25 FEET
PRIVATE STREET 25 FEET FROM BACK OF CURB LOTS 8 THRU 11, BLK 1, HAVE VARYING FRONT SETBACKS

BETWEEN BUILDINGS 13 FEET (6.5 FROM SIDE LOT LINES)
FROM RESIDENTIAL 30 FEET (25 FEET FOR LOT 10)

CITY OF LINO LAKES 2030 COMPREHENSIVE PLAN

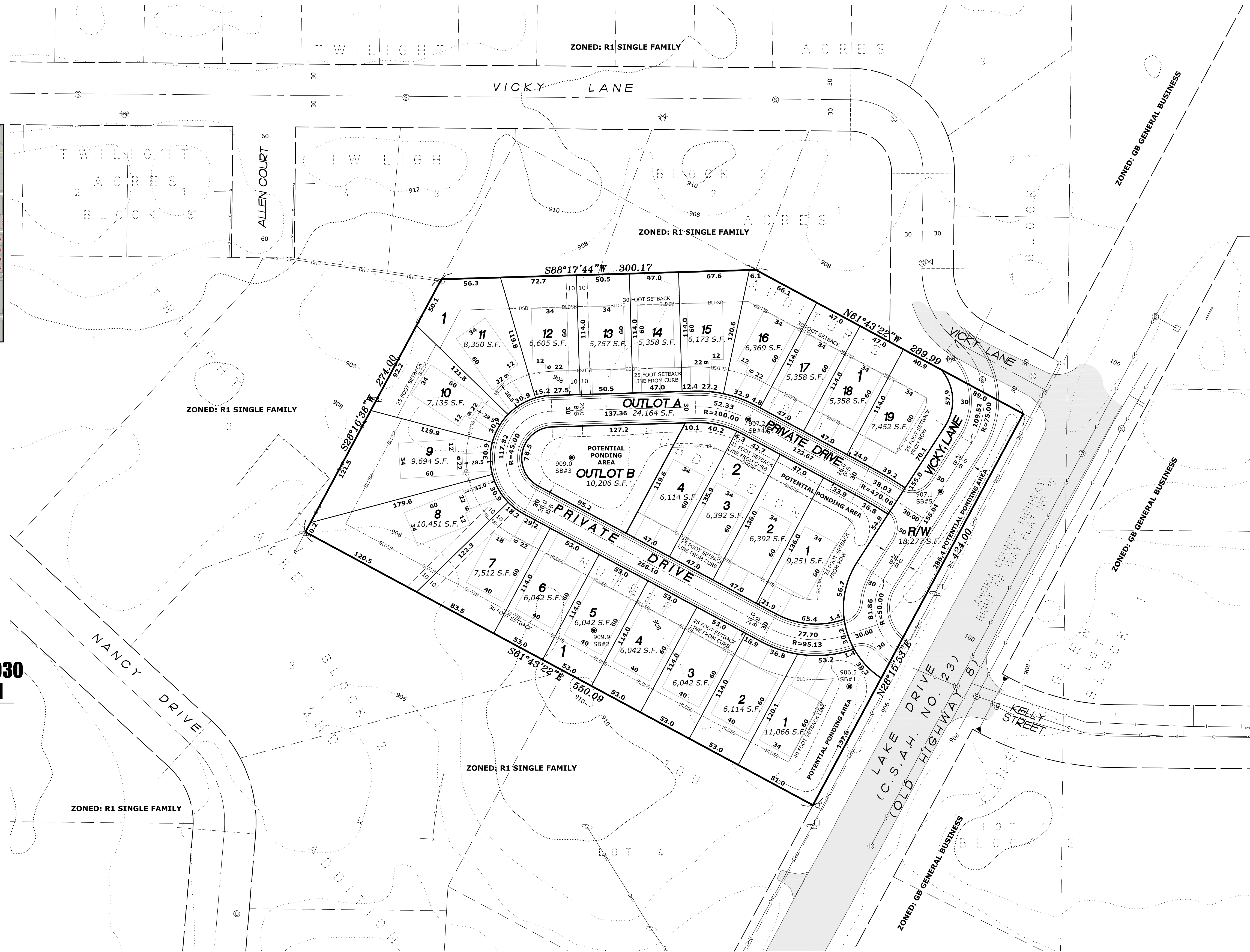
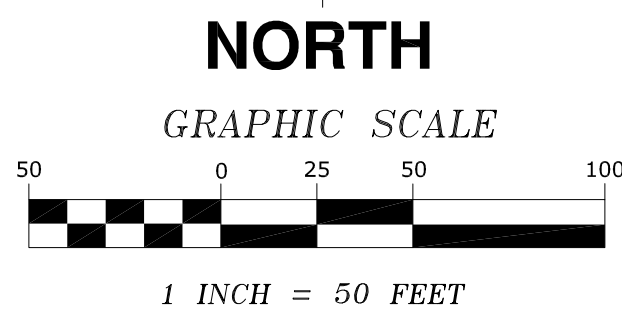
2006 EXISTING LAND USE:
SINGLE FAMILY RESIDENTIAL

FUTURE LAND USE:
MIXED USE

NOTES

- Fee ownership is vested in Jeff & Mary Jo Joyer Parcel ID Number: 08-31-22-11-0001
- Address of the surveyed premises: 79XX Lake Drive, Lino Lakes, MN 55014
- Current field work has not been performed by E.G. Rud and Sons, Inc. at this time. Information shown is based on field work from 2017. Geotechnical Soil Borings were staked on 5-23-2022.
- Bearings shown are on Anoka County Datum.
- Surveyed premises shown on this survey map is in Flood Zone X (Areas determined to be outside the 0.2% annual chance floodplain.), according to Flood Insurance Rate Map No. 27003C0355E Community No. 270015C Panel No. 0355 Suffix E by the Federal Emergency Management Agency, effective date December 16, 2015.
- This survey was prepared without the benefit of title work. Additional easements, restrictions and/or encumbrances may exist other than those shown hereon. Survey subject to revision upon receipt of a current title.
- Contours shown are from LIDAR Topography.
- 865 L.F. of Proposed Private Street and 367± L.F. of Proposed Public Street.

E. G. RUD & SONS, INC.
EST. 1977
Professional Land Surveyors
6776 Lake Drive NE, Suite 110
Lino Lakes, MN 55014
Tel. (651) 361-8200 Fax (651) 361-8701



DRAWN BY:	JEN	JOB NO:	220338PP	DATE:	04/07/22
CHECK BY:	JEN	FIELD CREW:	TBD		
1	04/13/22	REVISE LAYOUT PER DEVELOPER	JEN		
2	05/26/22	REVISE FOR CITY SUBMITTAL	JEN		
3					
NO.	DATE	DESCRIPTION		BY	

AERIAL RESOURCE MAP

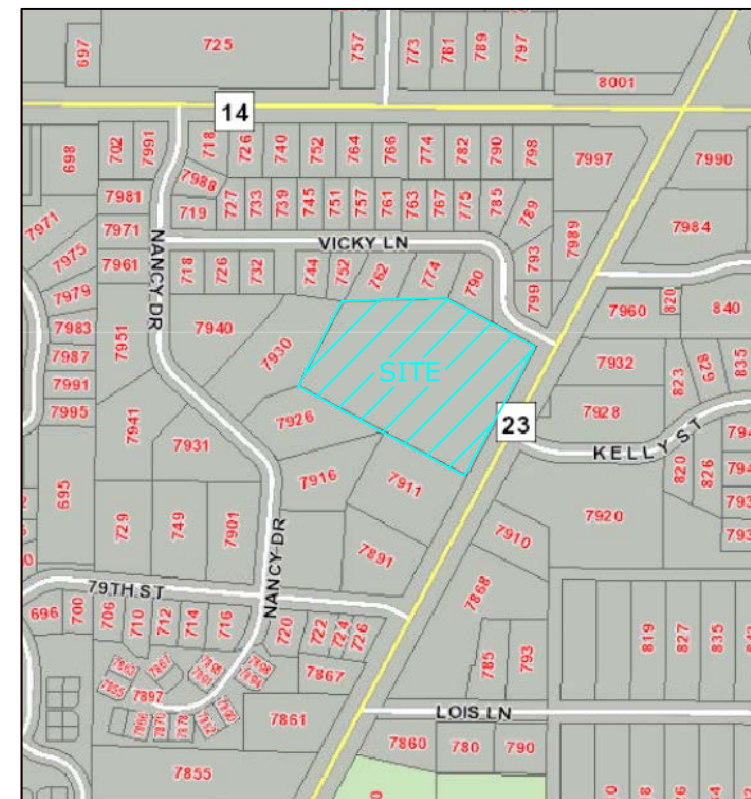
~for~ RANGER DEVELOPMENT

~of~

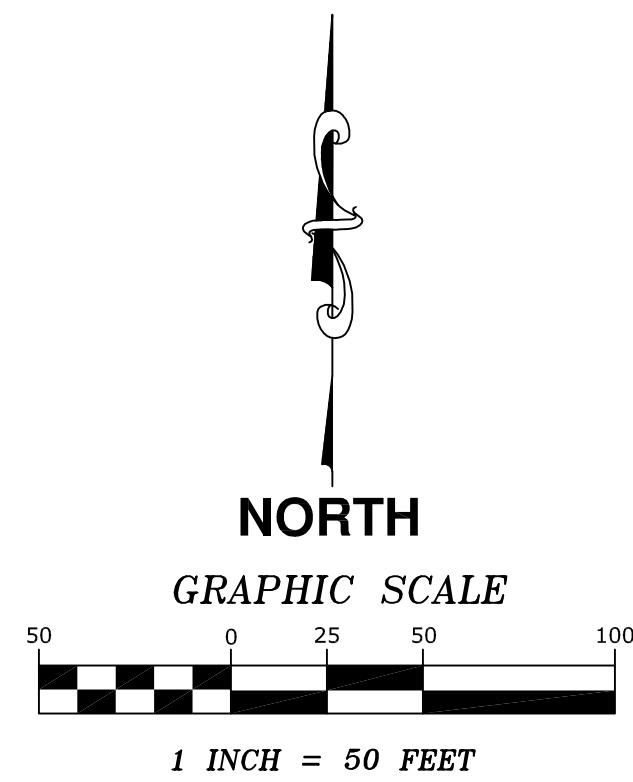


VICINITY MAP

PART OF SEC. 08, TWP. 31, RNG. 22



ANOKA COUNTY, MINNESOTA
(NO SCALE)



PROPERTY DESCRIPTION

[Description per Anoka County Quit Claim Deed Document No. 2233356.001]

That part of Lot 1, AUDITOR'S SUBDIVISION NO. 100 described as follows: Commencing at the northeast corner of Lot 4, AUDITOR'S SUBDIVISION NO. 100; thence in a northwesterly direction, along the north line of said Lot 4, a distance of 560 feet; thence in a northeasterly direction parallel with the westerly right of way line of State Trunk Highway No. 8, a distance of 424.00 feet; thence in a southeasterly direction, parallel with the north line of said Lot 4, a distance of 560 feet, more or less, to said westerly right of way line of State Trunk Highway No. 8, thence in a southwesterly direction along said westerly right of way line, a distance of 424.00 feet to the point of beginning. Excepting that part lying northerly of a line connecting the southeast corner of Lot 3, Block 2, TWILIGHT ACRES to the southeast corner of Lot 2, Block 2, TWILIGHT ACRES. Also excepting Parcel 41, ANOKA COUNTY RIGHT-OF-WAY PLAT NO. 17, all in the Northeast Quarter of Section 8, Township 31, Range 22, Anoka County, Minnesota.

ZONING

CURRENT ZONING IS R-1 - SINGLE FAMILY RESIDENTIAL

CITY OF LINO LAKES 2030 COMPREHENSIVE PLAN

2006 EXISTING LAND USE:
SINGLE FAMILY RESIDENTIAL

FUTURE LAND USE:
MIXED USE

NOTES

- Fee ownership is vested in Jeff & Mary Jo Joyer Parcel ID Number: 08-31-22-11-0001
- Address of the surveyed premises: 79XX lake Drive, Lino Lakes, MN 55014
- Current field work has not been performed by E.G. Rud and Sons, Inc. at this time. Information shown is based on field work from 2017. Geotechnical Soil Borings were staked on 5-23-2022.
- Bearings shown are on Anoka County Datum.
- Surveyed premises shown on this survey map is in Flood Zone X (Areas determined to be outside the 0.2% annual chance floodplain.), according to Flood Insurance Rate Map No. 27003C0355E Community No. 270015C Panel No. 0355 Suffix E by the Federal Emergency Management Agency, effective date December 16, 2015.
- This survey was prepared without the benefit of title work. Additional easements, restrictions and/or encumbrances may exist other than those shown hereon. Survey subject to revision upon receipt of a current title
- Contours shown are from LIDAR Topography.
- 865 L.F. of Proposed Private Street and 367± L.F. of Proposed Public Street.

SOILS LEGEND

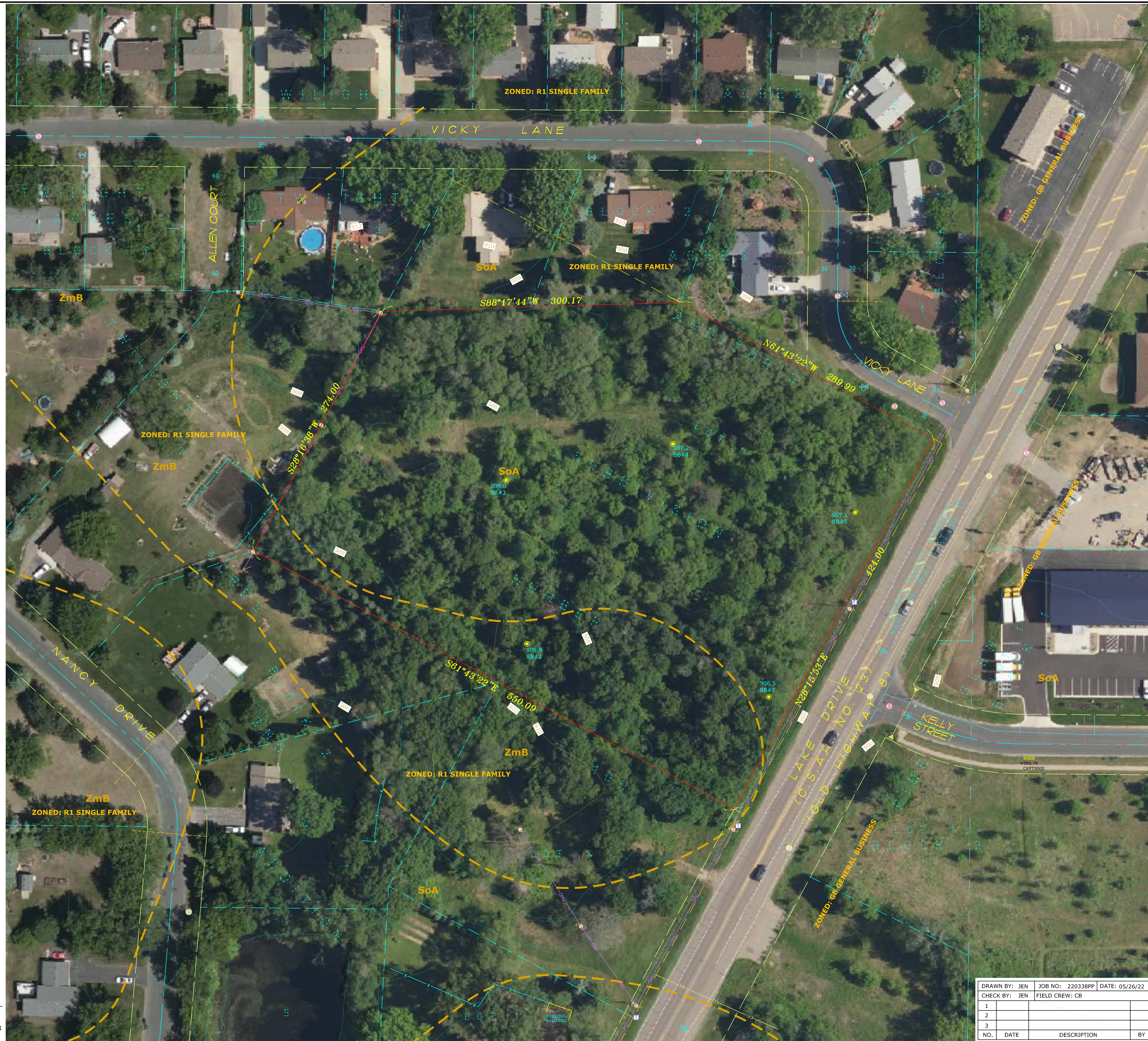
- SoA** DENOTES SODERVILLE FINE SAND 0% TO 3% SLOPES
- ZmB** DENOTES ZIMMERMAN FINE SAND 1% TO 6% SLOPES
- DENOTES SOILS BOUNDARY LINE PER WEB SOIL SURVEY

LEGEND

- DENOTES CATCH BASIN
- DENOTES HYDRANT
- DENOTES LIGHT POLE
- DENOTES POWER POLE
- DENOTES SANITARY SEWER MANHOLE
- DENOTES STORM SEWER APRON
- DENOTES STORM SEWER MANHOLE
- DENOTES EXISTING CONTOURS
- DENOTES OVERHEAD UTILITY
- DENOTES EXISTING SANITARY SEWER
- DENOTES EXISTING STORM SEWER
- DENOTES EXISTING WATER MAIN
- DENOTES STAKED GEO-TECHNICAL BORING LOCATIONS

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

James E. Napier
JAMES E. NAPIER
Date: 05/26/2022 License No. 25343



E. G. RUD & SONS, INC.
EST. 1977
Professional Land Surveyors
6776 Lake Drive NE, Suite 110
Lino Lakes, MN 55014
Tel. (651) 361-8200 Fax (651) 361-8701

DRAWN BY: JEN	JOB NO: 220338PP	DATE: 05/26/22	
CHECK BY: JEN	FIELD CREW: CB		
1			
2			
3			
NO.	DATE	DESCRIPTION	BY

**ENVIRONMENTAL BOARD
AGENDA ITEM 7A**

STAFF ORIGINATOR: Andy Nelson

MEETING DATE: June 29, 2022

REQUEST: Discussion only

TOPIC: MS4 Annual SWPPP Report and Public Comment Opportunity

Background

The Municipal Separate Storm Sewer System (MS4) general permit is mandated by federal regulations under the Clean Water Act and administered by the Minnesota Pollution Control Agency. The permit allows for owners of storm sewer systems to discharge stormwater into lakes, rivers, and wetlands provided certain regulatory requirements are met.

The City of Lino Lakes has been operating the storm sewer systems under the MS4 permit since 2006. The City's system includes approximately 288 storm ponds, 49.86 miles of storm sewer, and 128 outfalls into public waters.

The permit requirements include the preparation of an annual Storm Water Pollution Prevention Program (SWPPP) report. The City's SWPPP report for 2021 activity is comprised of 6 components, referred to as Minimum Control Measures (MCMs) that provide for implementation of the permit requirements:

1. Public education and outreach, which includes teaching citizens about better stormwater management
2. Public participation: Include citizens in solving stormwater pollution problems. This includes a required public annual meeting and an annual report.
3. A plan to detect and eliminate illicit discharges to the stormwater system (like chemical dumping and wastewater connections)
4. Construction-site runoff controls
5. Post-construction runoff controls
6. Pollution prevention and municipal "good housekeeping" measures, like covering salt piles and street-sweeping

Staff will provide an overview of the activities completed in 2021 at the meeting.

Requested Environmental Board Direction

None required, information only.