



## **CITY COUNCIL AGENDA**

**Monday, February 10, 2025**

Broadcast on Cable TV Channel 16  
and [northmetrotv.com/lino-lakes-stream](http://northmetrotv.com/lino-lakes-stream)

***City Council: Mayor Rafferty, Councilmembers Cavegn, Lyden, Ruhland and Stoesz***  
***Interim City Administrator: Dave Pecchia***

### **CITY COUNCIL WORK SESSION, 6:00 P.M.**

**Community Room (Not televised) | No Public Comment allowed per the Rules of Decorum**

1. Call to Order and Roll Call
2. Setting the Agenda: Addition or Deletion of Agenda Items
3. Review Regular Agenda
4. Adjournment

### **CITY COUNCIL MEETING, 6:30 P.M.**

**Council Chambers | Televised**

- Call to Order and Roll Call
- Pledge of Allegiance
- Public Comment  
Sign-in prior to start of meeting per Rules of Decorum
- Setting the Agenda: Addition or Deletion of Agenda Items

#### **1. CONSENT AGENDA**

- A. Approval of Expenditures for February 10, 2025 (Check No. 122195 through 122263) in the Amount of \$482,734.74
- B. Approval of January 27, 2025 Special Work Session Minutes
- C. Approval of January 27, 2025 Work Session Minutes
- D. Approval of January 27, 2025 Council Meeting Minutes
- E. Approval of January 27, 2025 Special Work II Session Minutes
- F. Approval of January 27, 2025 Special City Council Meeting Minutes
- G. Approval of February 3, 2025 Work Session Minutes
- H. Approval of Environmental Board Officers & EDAC Commissioner Appointment
- I. Approval of the Hiring of Part-Time Staff for the Rookery Activity Center
- J. Approval of Exempt Gambling Permit for ARCHES



**2. FINANCE DEPARTMENT REPORT**

No Report

**3. ADMINISTRATION DEPARTMENT REPORT**

A. 2025-2026 Labor Agreement with AFSCME Local No. 2454, Meg Sawyer, HR & Communications Manager

B. Consider Appointment of Police Officer, Meg Sawyer, HR & Communications Manager

C. Consider Appointment of Police Officer, Meg Sawyer, HR & Communications Manager

**4. PUBLIC SAFETY DEPARTMENT REPORT**

No Report

**5. PUBLIC SERVICES DEPARTMENT REPORT**

No Report

**6. COMMUNITY DEVELOPMENT REPORT**

A. Consider Resolution No. 25-16 Approving Interim Use Permit for Shuda Farms, Diane Hanke, City Engineer

B. 416 Lilac Street (BRF Enterprises, LLC), Katie Larsen, City Planner

i. Consider Resolution No. 25-13 Approving Conditional Use Permit for Automobile Repair-Major and Minor

ii. Consider Resolution No. 25-14 Approving Conditional Use Permit for Outdoor Storage

iii. Consider Resolution No. 25-15 Approving Site Improvement Performance Agreement

C. Consider Resolution No. 25-22, Authorizing Professional Services Agreement with WSB for the Centerville Road/CRJ RAB Landscaping Design and Administration, Michael Grochala, Community Development Director

D. Consider 1<sup>st</sup> Reading of an Ordinance Amending Chapter 617 of City Code Establishing Regulations Relating to Cannabis Businesses, Michael Grochala, Community Development Director

E. Consider Resolution No. 25-18, Final Payment Decorative Lighting for the CSAH 49/CRJ Roundabout Project, Diane Hanke, City Engineer

F. 2025 Street Rehabilitation Project, Diane Hanke, City Engineer

i. Consider Resolution No. 25-19, Accepting bids, Awarding Construction Contract



- ii. Consider Resolution No. 25-20, Approving Construction Services Contract with WSB LLC

G. North Oaks Mixed Use Development EAW Notice of Decision, Tom Hoffman, Environmental Coordinator

- i. Consider Resolution No. 25-12, Approving the Record of Decision and Making a Negative Declaration on the need for an Environmental Impact Statement.

**7. UNFINISHED BUSINESS**

No Report

**8. NEW BUSINESS**

No Report

**9. NOTICES AND COMMUNICATIONS**

A. Community Calendar: A Look Ahead

- i. Planning & Zoning Board Meeting, Wednesday, February 12<sup>th</sup> at 6:30 PM
- ii. There is an Economic Development Authority meeting immediately following tonight's City Council Meeting.

**ADJOURNMENT**





# **Expenditures**

February 10, 2025

Check #122195 to #122263

\$482,734.74



# CHECK REGISTER FOR CITY OF LINO LAKES

CHECK NUMBER 122195 - 122263

- CHECK TYPE: PAPER CHECK

Check Date	Check	Vendor Name	Description	Amount
<b>Bank CKING POOLED CHECKING</b>				
01/27/2025	122195	BUREAU OF CRIMINAL APPREHENSION	FINGERPRINTING - S. EYESTONE	32.00
01/28/2025	122196	DEPUTY 150	TRAILER SALES TAX #713	1,395.83
01/31/2025	122197	CENTRAL PENSION FUND	JANUARY 2025 CENTRAL PENSION FUND	10,944.00
02/10/2025	122198	ACTIVE911, INC.	2025 ACTIVEALERT SUBSCRIPTION RENEWAL	740.25
02/10/2025	122199	ADVANCED FIRST AID INC.	REPLACEMENT AED'S FOR CITY BUILDINGS	5,742.63
02/10/2025	122200	ALEXANDRIA TECHNICAL & COMMUN	ICPOET TUITION/HOUSING - OLESON	7,317.20
02/10/2025	122201	ANOKA COUNTY SHERIFF'S OFFICE	SWAT OPERATOR MEMBERSHIP & INSURANCE	3,736.00
02/10/2025	122202	ASPEN MILLS, INC.	DEPT EXP - J. CROOKS	248.50
			DEPT EXP - J. ROUSE	72.84
			UNIFORM ALLOWANCE - D. L'ALLIER	287.65
			UNIFORM ALLOWANCE - E. HEU	168.85
			DEPT EXP - C. FOLLETT	575.80
			DEPT EXP - D. L'ALLIER	47.70
				1,401.34
02/10/2025	122203	AVON BUSINESS FORMS & PROMOTI	CORRECTION NOTICES (500)	291.59
			SEPTIC TANK INSPECTION PERMIT FORMS	297.40
			REGULAR #10 ENVELOPES	720.56
				1,309.55
02/10/2025	122204	BLAINE LOCK & SAFE, INC.	KEYS FOR BATHROOMS	42.50
02/10/2025	122205	BUREAU OF CRIMINAL APPREHENSION	PRE-EMPLOYMENT FINGERPRINTING - K. PAEH	32.00
02/10/2025	122206	CAPITAL CITY FIREFIGHTER'S AS	2025 MEMBERSHIP DUES	50.00
02/10/2025	122207	CENTERPOINT ENERGY	NATURAL GAS	6,864.71
02/10/2025	122208	CITY OF BLAINE	1ST QTR 2025 UTILITIES	3,686.26
02/10/2025	122209	COMCAST	PHONE & INTERNET SERVICES	398.44
02/10/2025	122210	DIVE RESCUE INTERNATIONAL	DRY SUIT REPAIRS	342.74
02/10/2025	122211	DREAMSCAPES LANDSCAPING & DES	FINAL PAY 49&J RAB LANDSCAPING	5,650.14
02/10/2025	122212	EARL F. ANDERSEN	TRAFFIC CONTROL SIGNS STELLA LN	132.80
02/10/2025	122213	EMERGENCY APPARATUS MAINTENAN	NFPA PUMP TEST #610	265.00
			VEHICLE REPAIRS #610	2,071.43
				2,336.43
02/10/2025	122214	FACTORY MOTOR PARTS COMPANY	3 CABIN AIR FILTERS (STOCK)	31.68
			(3) TIRE PRESSURE SENSORS #308	90.30
			TIRE PRESSURE SENSOR #308	30.10
			REAR BRAKE PADS #319	45.69
			(2) REAR BRAKE ROTORS #319	149.76
			SIREN BATTERIES (6)	585.30
			SIREN BATTERIES (2)	195.10
				1,127.93
02/10/2025	122215	FIDELITY SECURITY LIFE INSURA	VISION INSURANCE PREMIUMS	168.38
02/10/2025	122216	FOREST LAKE CONTRACTING, INC.	BIRCH TOMAHAWK ROUNDABOUT LIGHT REPAIR	2,067.50
02/10/2025	122217	FRATTALLONE'S/CIRCLE PINES	MOUSE TRAPS	22.32



## CHECK REGISTER FOR CITY OF LINO LAKES

CHECK NUMBER 122195 - 122263

- CHECK TYPE: PAPER CHECK

Check Date	Check	Vendor Name	Description	Amount
Bank CKING POOLED CHECKING				
02/10/2025	122218	GDO LAW	FEBRUARY PROSECUTOR CONTRACT JANUARY FORFEITURES	8,750.00 10.50 <u>8,760.50</u>
02/10/2025	122219	GOODIN COMPANY WHOLESALERS	WELL HEAD COVER FOR PW WELL	83.28
02/10/2025	122220	GOPHER STATE ONE-CALL	LOCATES FOR JANUARY & ANNUAL FACILITY 0	233.60
02/10/2025	122221	HAWKINS, INC.	WELL CHEMICALS ROOKERY POOL CHEMICALS	5,782.04 854.00 <u>6,636.04</u>
02/10/2025	122222	HENRY SCHEIN, INC.	MEDICAL SUPPLIES	66.32
02/10/2025	122223	HI-TECH REFRIGERATION	FIRE 2 ICE MACHINE REPAIR	472.49
02/10/2025	122224	HUEBSCH SERVICES	MATS AND SHOP TOWELS	725.01
02/10/2025	122225	HUGO EQUIPMENT COMPANY	3 CHAINSAWS AND MISC. PARTS	2,267.61
02/10/2025	122226	IMAGE PRINTING & GRAPHICS, IN	ROOKERY TRI-FOLD BROCHURE	66.90
02/10/2025	122227	INNOVATIVE OFFICE SOLUTIONS L	MISCELLANEOUS OFFICE SUPPLIES	291.67
02/10/2025	122228	J. BECHER & ASSOCIATES, INC.	TROUBleshoot HALLWAY, PD GARAGE & EMERG REPLACE HEATER AT WELL 5	507.54 657.57 <u>1,165.11</u>
02/10/2025	122229	KENNEDY & GRAVEN, CHARTERED	DECEMBER LEGAL LYNGBLOWSTEN SENIOR HOUS	110.00
02/10/2025	122230	KIMLEY-HORN AND ASSOCIATES, I	LINO LAKES PLAN & AUAR	48,225.27
02/10/2025	122231	LANDBRIDGE ECOLOGICAL	FOXBOROUGH MANAGEMENT 2024	2,000.00
02/10/2025	122232	LANDFORM	COLONIAL WOODS CPA	124.50
02/10/2025	122233	MANSFIELD OIL COMPANY	2,092 GALLONS OF GASOLINE, 1,010 GALLON 1,800 GALLONS OF GASOLINE. 1,400 GALLON	9,016.41 9,553.89 <u>18,570.30</u>
02/10/2025	122234	MENARDS - FOREST LAKE	TRANSFER PUMP FOR CHEMICALS CHEMICAL LINE REPLACEMENT SUPPLIES LIGHTS FOR FIRE 1 HALLWAY REPAIR CAMERA CABLE	109.99 37.88 59.94 16.99 <u>224.80</u>
02/10/2025	122235	MET COUNCIL ENVIRONMENTAL SER	MARCH WASTE WATER SERVICES	112,082.94
02/10/2025	122236	METRO SALES INCORPORATED	CITY HALL COPY ROOM COPIER CITY HALL CD COPIER	496.31 199.95 <u>696.26</u>
02/10/2025	122237	MIDWAY FORD COMPANY	REPAIR TPMS SYSTEM & FRONT AXLE DISCONN LUG NUT COVER #316	1,438.02 89.01 <u>1,527.03</u>



## CHECK REGISTER FOR CITY OF LINO LAKES

CHECK NUMBER 122195 - 122263

- CHECK TYPE: PAPER CHECK

Check Date	Check	Vendor Name	Description	Amount
Bank CKING POOLED CHECKING				
02/10/2025	122238	MNSPECT, LLC	FIELD INSPECTIONS - JANUARY 2025	4,760.00
02/10/2025	122239	NORTHWAY IRRIGATION/LANDSCAPE	MARSHAN PARK SERVICE CALL	77.00
			LAKE DR MEDIAN #1 FALL BLOWOUT	110.00
			LAKE DR MEDIAN #2 FALL BLOWOUT	110.00
				297.00
02/10/2025	122240	O'REILLY AUTOMOTIVE STORES	BATTERY #619	185.02
			TPMS SENSORS (STOCK)	374.56
				559.58
02/10/2025	122241	OTTER LAKE ANIMAL CARE CENTER	K-9 ARGOS VET FEES	1,132.08
02/10/2025	122242	PAUL BARTZ	MILEAGE REIMBURSEMENT - PRE-EMPLOYMENT	108.81
02/10/2025	122243	PETTY CASH - LLPD	BCA FINGERPRINT FIREFIGHTER BACKGROUNDS	133.00
02/10/2025	122244	PLUNKETT'S PEST CONTROL INC.	TREATMENT FOR MOLES	480.00
02/10/2025	122245	POWER PLAN OIB	BLOCK HEATER #424	109.42
02/10/2025	122246	PRECISE MRM LLC	CELLULAR DATA FOR GPS	160.00
02/10/2025	122247	PYE-BARKER FIRE & SAFETY, LLC	FIRE STATION #1 5 YEAR INSPECTION ON FI	1,117.00
02/10/2025	122248	ROADKILL ANIMAL CONTROL	ROADKILL PICK UP SERVICES JANUARY 2025	387.00
02/10/2025	122249	SAFETY-KLEEN SYSTEMS, INC.	SOLVENT	50.42
02/10/2025	122250	SCR	DOWNLOAD TEMP SOFTWARE LICENSE	140.00
02/10/2025	122251	SHRED-IT, C/O STERICYCLE, INC	DOCUMENT DESTRUCTION	121.27
02/10/2025	122252	STANDARD INSURANCE COMPANY	LIFE & DISABILITY INSURANCE PREMIUMS	30.45
			LIFE & DISABILITY INSURANCE PREMIUMS	2,878.75
				2,909.20
02/10/2025	122253	STREICHER'S, INC.	UNIFORM ALLOWANCE - K. TRACY	343.97
			DEPT EXP - PATCHES	159.92
				503.89
02/10/2025	122254	T-MOBILE USA INC	CELL PHONES & WI-FI	1,231.09
02/10/2025	122255	TARGET SOLUTIONS LEARNING	MEMBERSHIP/MAINT FEE	9,196.92
02/10/2025	122256	TASC - CLIENT INVOICES	ADMIN FEES JANUARY 2025 & ANNUAL RENEWA	262.40
02/10/2025	122257	TRI-STATE BOBCAT, INC.	DIAGNOSE HYDRAULIC LEAK #419	314.54
02/10/2025	122258	VERITEQUE USA, INC.	DRUG TEST KITS	238.75
02/10/2025	122259	WALSER POLAR CHEVROLET	(2) REAR BRAKE ROTORS, TAHOES (STOCK)	237.36
02/10/2025	122260	WHEELER HARDWARE COMPANY	DOOR REPAIR ON PD BATHROOM & GARAGE ENT	252.00
02/10/2025	122261	WINNICK SUPPLY, INC.	ARGON GAS FOR THE SHOP	106.24
			STEEL PLATE FOR FABRICATING BOARDWALK B	92.06
				198.30
02/10/2025	122262	WSB & ASSOCIATES, INC.	DECEMBER 416 LILAC STREET BRF ENTERPRIS	1,917.75



## CHECK NUMBER 122195 - 122263

### Description

## check

DECEMBER	TEST WELL #7B	3,153.50
DECEMBER	PELTIER PONDS	1,520.50
DECEMBER	NORTH OAKS EAW REVIEW	155.25
DECEMBER	SHUDA FARMS	1,857.00
DECEMBER	SPARGUR ESTATES	1,001.25
DECEMBER	2025 STREET REHABILITATION	6,731.50
DECEMBER	135E & CR J INTERCHANGE PROJEC	556.00
DECEMBER	2025 BIRCH STREET SANITARY SEW	4,677.25
DECEMBER	WILKINSON WATERS	110.00
DECEMBER	SLATER ADDITION	1,172.75
DECEMBER	WATERMARK 8TH ADDITION	110.00
DECEMBER	49 AND CR J ROUNABOUT CONSTRU	1,879.00
DECEMBER	455 PARK CT - FIJI CUBE	390.00
DECEMBER	WATERMARK 7TH ADDITION	1,225.00
DECEMBER	JANSEN ADDITION	158.00
DECEMBER	2024 SURFACE WATER MANAGEMENT	220.00
DECEMBER	LINO LAKES CULVER'S	255.00
DECEMBER	NATURES REFUGE NORTH	220.00
DECEMBER	2024 SREET REHAB AND TRUNK WAT	865.50
DECEMBER	2024 PRIVATE UTILITY PERMITS	990.00
DECEMBER	2024 GPS/GIS MISCELLANEOUS ASS	1,264.00
DECEMBER	2024 GENERAL ENGINEERING SERVI	7,629.63
DECEMBER	2025 STREET RECONSTRUCTION AND	36,885.25
DECEMBER	2300 MAIN STREET - GLAMOS WIRE	413.00
DECEMBER	440 PARK COURT - LINO LAKES TE	583.00
DECEMBER	WATERMARK 6TH ADDITION	1,893.00
DECEMBER	OTTER LAKE ROAD EXTENSION DESI	20,893.25
DECEMBER	2022 GATEWAY PLANNING	1,377.00
DECEMBER	WATERMARK 5TH ADDITION	1,530.00
DECEMBER	NORTHPOINTE GARDEN ESTATES	316.00
DECEMBER	WINTERS WETLAND BANK	1,914.00
DECEMBER	NADEAU ACRES 2ND ADDITION	510.00
DECEMBER	WATER TREATMENT PLANT	85,451.25
DECEMBER	2025 SURFACE WATER MANAGEMENT	714.25
DECEMBER	MARKET PLACE DRIVE REALIGNMENT	7,172.25
DECEMBER	WATERMARK PARK	135.00
		197,846.13

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197,846.13

118.00

Total of 69 checks:

Total of 69 Disbursements:

482,734.74





Electronic Funds Transfer  
MN Statute 471.38 Subd. 3

Council Meeting February 10, 2025

Transfer In/(Out)

1/31/2025 Payroll #03	(225,646.66)
1/31/2025 Payroll #03 Federal Deposit	(65,048.99)
1/31/2025 Payroll #03 PERA	(60,518.01)
1/31/2025 Payroll #03 State	(14,730.66)
1/31/2025 Payroll #03 Child Support	(321.48)
1/31/2025 Payroll #03 H.S.A. Bank Pretax	(4,061.72)
1/31/2025 Payroll #03 TASC Pretax	(528.82)
1/31/2025 Payroll #03 Mission Sq 457 Def. Comp #301596	(2,295.00)
1/31/2025 Payroll #03 Mission Sq Roth IRA #706155	(669.23)
1/31/2025 Payroll #03 MSRS HCSP #98946-01	(5,133.68)
1/31/2025 Payroll #03 MSRS Def. Comp #98945-01	(2,355.00)
1/31/2025 Payroll #03 MSRS Roth IRA #98945-01	(749.00)
1/27/2025 Anoka County Tax Settlement	332,747.63
1/30/2025 Transfer from FRB Money Market	500,000.00



**Lino Lakes City Council  
Special Work Session  
Minutes**

DATE: January 27, 2025  
TIME STARTED: 5:30 P.M.  
TIME ENDED: 6:09 P.M.  
LOCATION: Community Room  
MEMBERS PRESENT: Mayor Rafferty Councilmembers Cavegn, Lyden, Stoesz and  
Ruhland (arrived at 5:34 p.m.)  
MEMBERS ABSENT: None

Staff Members Present: Interim City Administrator Dave Pecchia, City Clerk Roberta Colotti, Community Development Director Michael Grochala, HR and Communications Manager Meg Sawyer, Interim Public Safety Director Curt Boehme, and Deputy Director/Fire Dan L’Allier.

**1. Call to Order and Roll Call**

Mayor Rafferty called the meeting to order at 5:30 p.m.

**2. Setting the Agenda: Addition or Deletion of Agenda Items**

The agenda was adopted as presented.

**3. Training Program**

City Attorney Kristin Nierengarten of Squires, Waldspurger & Mace, P.A., presented a training session titled “City Council Training: Council’s Role, Responsibilities & Governance”. The presentation included an overview of the city’s structure as a Home Rule Charter City, best practices for handling complaints, and roles and responsibilities.

**4. Adjournment**

Mayor Rafferty adjourned the meeting at 6:09 p.m.

These minutes were approved at the regular Council Meeting on February 10, 2025.

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Roberta Colotti, CMC  
City Clerk

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Rob Rafferty,  
Mayor



**Lino Lakes City Council  
Work Session  
Minutes**

DATE: January 27, 2025  
TIME STARTED: 6:10 P.M.  
TIME ENDED: 6:21 P.M.  
LOCATION: Community Room  
MEMBERS PRESENT: Mayor Rafferty Councilmembers Cavegn, Lyden, Stoesz and  
Ruhland  
MEMBERS ABSENT: None

Staff Members Present: Interim City Administrator Dave Pecchia, City Clerk Roberta Colotti, Community Development Director Michael Grochala, HR and Communications Manager Meg Sawyer, Interim Public Safety Director Curt Boehme, and Deputy Director/Fire Dan L’Allier.

**1. Call to Order and Roll Call**

Mayor Rafferty called the meeting to order at 6:10 p.m.

**2. Setting the Agenda: Addition or Deletion of Agenda Items**

The agenda topics were adopted as presented.

**3. Charter Commission – Annual Meeting**

The City Clerk reported that the Lino Lakes Charter Commission requested a joint meeting with the City Council on April 10, 2025 at 6:30 PM. The Clerk stated that this is a general invitation and that the Charter Commission also had four topics of discussion that were forwarded from their January meeting for discussion with the Council.

**Council Consensus**

It was the consensus of the City Council to meet with the Charter Commission on April 10, 2025.

**4. Review Regular Agenda**

The Council reviewed the January 27, 2025 Expenditure report, highlighting that the Water Treatment Plant pay request in the amount of \$631,431.75 was a significant portion of the total \$1,047,093.85 expenses for approval.

The HR & Communications Manager reviewed the Interim Fire Chief appointment request.

The Community Development Director reviewed the proposed contract with Oertel Architects for the Public Works Facility Design. It was noted that WSB would likely be contracted with separately to prepare a plan for the building water and sewer.



The Council discussed the public services department outdoor storage needs.

The Council noted that within the city hall complex, there is a lease of office space to a private daycare, which should be reviewed prior to any further new city office space construction.

5. **Adjournment**

Mayor Rafferty adjourned the meeting at 6:21 p.m.

These minutes were approved at the regular Council Meeting on February 10, 2025.

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Roberta Colotti, CMC  
City Clerk

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Rob Rafferty,  
Mayor



**LINO LAKES CITY COUNCIL  
REGULAR MEETING  
MINUTES**

**DATE:** January 27, 2025  
**TIME STARTED:** 6:30 PM  
**TIME ENDED:** 6:38 PM  
**LOCATION:** City Council Chambers  
**MEMBERS PRESENT:** Mayor Rafferty, Councilmembers Cavegn, Lyden, Ruhland and Stoesz  
**MEMBERS ABSENT:** None

Staff Members Present: Interim City Administrator Dave Pecchia, City Clerk Roberta Colotti, HR and Communications Manager Meg Sawyer, Community Development Director Michael Grochala, Interim Public Safety Director Curt Boehme, and Deputy Director/Fire Dan L’Allier

The meeting was called to order by Mayor Rafferty at 6:30 PM.

Mayor Rafferty provided an overview of the Rules of Decorum.

**PUBLIC COMMENT**

Mayor Rafferty opened the public comment period.

There was no public comment.

Mayor Rafferty closed the public comment period at 6:32 p.m.

**SETTING THE AGENDA**

The agenda was adopted as presented.

**1. CONSENT AGENDA**

Motion to Approve Consent Agenda Items #1A through 1J as presented.

<b>RESULT:</b>	<b>CARRIED [5-0]</b>
<b>MOVER:</b>	<b>Ruhland</b>
<b>SECONDER:</b>	<b>Cavegn</b>
<b>AYES:</b>	<b>Rafferty, Cavegn, Lyden, Ruhland and Stoesz</b>
<b>NAYS:</b>	<b>None</b>

**2. FINANCE DEPARTMENT REPORT**

None

**3. ADMINISTRATION DEPARTMENT REPORT**

**A. Appointment of Interim Fire Chief**



**Motion to appoint Dan L’Allier as Interim Fire Chief at the hourly rate of \$74.00, effective February 1, 2025.**

<b>RESULT:</b>	<b>CARRIED [5-0]</b>
<b>MOVER:</b>	<b>Cavegn</b>
<b>SECONDER:</b>	<b>Ruhland</b>
<b>AYES:</b>	<b>Rafferty, Cavegn, Lyden, Ruhland and Stoesz</b>
<b>NAYS:</b>	<b>None</b>

**4. PUBLIC SAFETY DEPARTMENT REPORT**

None

**5. PUBLIC SERVICES DEPARTMENT REPORT**

None

**6. COMMUNITY DEVELOPMENT REPORT**

**A. Resolution No. 25-11 – Oertel Architects Professional Services Agreement**

**Motion to adopt Resolution No. 25-11 Awarding Professional Services Contract to Oertel Architects, Public Work Facility Design**

<b>RESULT:</b>	<b>CARRIED [5-0]</b>
<b>MOVER:</b>	<b>Lyden</b>
<b>SECONDER:</b>	<b>Stoesz</b>
<b>AYES:</b>	<b>Rafferty, Cavegn, Lyden, Ruhland and Stoesz</b>
<b>NAYS:</b>	<b>None</b>

**7. UNFINISHED BUSINESS**

None

**8. NEW BUSINESS**

None

**9. NOTICES AND COMMUNICATIONS**

**A. Community Calendar: A Look Ahead**

- i. The City Council will be meeting with the consultant conducting the City Administrator hiring processes at a Special Work Session and then holding a Special Regular Meeting, to act on any approval steps required to move the process forward, following tonight’s Council meeting. These meetings are open to the public. Copies of the agendas are available this evening on the entryway table and on the website.



- ii. There is an Environmental Board Meeting on Wednesday, January 29, 2025 at 6:30 PM at City Hall.

**ADJOURNMENT**

Mayor Rafferty adjourned the meeting at 6:38 p.m.

These minutes were approved at the City Council Meeting on February 10, 2025.

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Roberta Colotti, CMC  
City Clerk

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Rob Rafferty,  
Mayor



**Lino Lakes City Council  
Special Work Session II  
Minutes**

DATE: January 27, 2025  
TIME STARTED: 6:45 P.M.  
TIME ENDED: 7:33 P.M.  
LOCATION: Community Room  
MEMBERS PRESENT: Mayor Rafferty Councilmembers Cavegn, Lyden, Stoesz and  
Ruhland  
MEMBERS ABSENT: None

Staff Members Present: Interim City Administrator Dave Pecchia, City Clerk Roberta Colotti, Community Development Director Michael Grochala, HR and Communications Manager Meg Sawyer, and Interim Public Safety Director Curt Boehme.

**1. Call to Order and Roll Call**

Mayor Rafferty called the meeting to order at 6:45 p.m.

**2. Setting the Agenda: Addition or Deletion of Agenda Items**

The agenda was adopted as presented.

**3. City Administrator Executive Search**

Pat Melvin, DDA Human Resources, Inc., presented the draft position profile, job posting, recruitment strategy and salary range for the City Administrator position.

The HR and Communications Manager presented a market rate salary survey.

The Council provided feedback on the draft position profile. The City Council was in favor of amending the salary range for the position in relation to the market survey.

It was noted that the next step is the formal approval of the recruitment materials and salary range at the Special Council Meeting, scheduled for this evening.

**4. Adjournment**

Mayor Rafferty adjourned the meeting at 7:33 p.m.

These minutes were approved at the regular Council Meeting on February 10, 2025.

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Roberta Colotti, CMC  
City Clerk

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Rob Rafferty,  
Mayor



**LINO LAKES CITY COUNCIL  
SPECIAL MEETING  
MINUTES**

**DATE:** January 27, 2025  
**TIME STARTED:** 7:37 PM  
**TIME ENDED:** 7:40 PM  
**LOCATION:** City Council Chambers  
**MEMBERS PRESENT:** Mayor Rafferty, Councilmembers Cavegn, Lyden, Ruhland and Stoesz  
**MEMBERS ABSENT:** None

Staff Members Present: Interim City Administrator Dave Pecchia, City Clerk Roberta Colotti, HR and Communications Manager Meg Sawyer, and Interim Public Safety Director Curt Boehme

The meeting was called to order by Mayor Rafferty at 7:37 PM.

**PUBLIC COMMENT**

Mayor Rafferty opened the public comment period.

There was no public comment.

Mayor Rafferty closed the public comment period at 7:38 p.m.

**SETTING THE AGENDA**

The agenda was adopted as presented.

**1. CONSENT AGENDA**

None

**2. FINANCE DEPARTMENT REPORT**

None

**3. ADMINISTRATION DEPARTMENT REPORT**

**A. City Administrator Executive Search**

**Motion to approve the position profile as amended, to establish the salary range at \$79.78 to \$99.73, and to authorize posting the job announcement.**

<b>RESULT:</b>	<b>CARRIED [5-0]</b>
<b>MOVER:</b>	<b>Ruhland</b>
<b>SECONDER:</b>	<b>Cavegn</b>
<b>AYES:</b>	<b>Rafferty, Cavegn, Lyden, Ruhland and Stoesz</b>
<b>NAYS:</b>	<b>None</b>



**4. PUBLIC SAFETY DEPARTMENT REPORT**

None

**5. PUBLIC SERVICES DEPARTMENT REPORT**

None

**6. COMMUNITY DEVELOPMENT REPORT**

None

**7. UNFINISHED BUSINESS**

None

**8. NEW BUSINESS**

None

**9. NOTICES AND COMMUNICATIONS**

None

**ADJOURNMENT**

Mayor Rafferty adjourned the meeting at 7:40 p.m.

These minutes were approved at the City Council Meeting on February 10, 2025.

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Roberta Colotti, CMC  
City Clerk

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Rob Rafferty,  
Mayor



**Lino Lakes City Council  
Work Session  
Minutes**

DATE: February 3, 2025  
TIME STARTED: 6:00 P.M.  
TIME ENDED: 7:57 P.M.  
LOCATION: Council Chambers  
MEMBERS PRESENT: Mayor Rafferty Councilmembers Cavegn, Lyden, and Stoesz  
EXCUSED ABSENT: Councilmembers Ruhland

Staff Members Present: Interim City Administrator Dave Pecchia, City Clerk Roberta Colotti, Community Development Director Michael Grochala, City Planner Katie Larson, Environmental Coordinator Thomas Hoffman, HR and Communications Manager Meg Sawyer, Interim Public Safety Director Curt Boehme, Interim Fire Chief Dan L’Allier and members of the Public Safety Department.

**1. Call to Order and Roll Call**

Mayor Rafferty called the meeting to order at 6:00 p.m.

**2. Setting the Agenda: Addition or Deletion of Agenda Items**

The agenda topics were adopted as presented.

**3. Citygate Associates, Mid Project Review**

The City Council received the mid-project review from Citygate Associates regarding the Public Safety Department. The police and fire division current staffing levels, response times and operations were reviewed. Best practices and future recommendations were outlined. A final report is anticipated to be complete by April.

The Interim City Administrator provided a status update on the current staffing structure as it relates to the study. He reviewed key elements of the study as they relate to the organization.

**4. Sunset Avenue – Anoka County Highway**

The Community Development Director presented the Sunset Avenue (County Road 53) project from Apollo Avenue to Main Street. He reviewed the existing corridor conditions and the need for the project. He reviewed the proposed corridor improvements including full roadway reconstruction, combination of urban and rural sections of roadway, addition of trail along the east site of the roadway, roundabouts at 121<sup>st</sup> Avenue NE and Lilac Street, median north of Lilac Street and storm sewer improvements. He reviewed the project schedule including an Open House planned for February 25, 2025 at the Rookery, preferred layout being established by April 2025, construction limits October 2025, right of way process in 2026, bidding of the project in October of 2026 and construction in 2027.



The Community Development Director introduced Austin Frosig of WSB and Brandon Ulverness from the Anoka County Highway Department. They responded to City Council questions about the proposed project and further outlined the project details.

The City Council discussed the road project plans including the sidewalk/trail design, median design and project schedule.

5. **416 Lilac Street (BRF Enterprises, LLC) CUP**

The City Planner presented BRF Enterprise, LLC land use application including a Conditional Use Permit (CUP) for an automobile repair-major and minor, CUP for outdoor storage and a Site and Building Plan Review. She reviewed the Planning and Zoning Board and Environmental Board recommendations.

The applicant Brandon Fuhr was present to answer questions of the Council.

The Council was generally in favor of the project as presented. This item will be forwarded to the February 10, 2025 regular Council Meeting for formal action.

6. **North Oaks EAW**

The Environmental Coordinator stated that the North Oaks Mixed Use Development Environmental Assessment Worksheet (EAW) was approved for distribution by the City Council on December 9, 2024. The document was filed with the Minnesota Environmental Quality Board (EQB) and circulated for review and comments to the required EAW distribution list. A Notice of Availability was published in the EQB Monitor on Tuesday, December 17, 2024. Notice was also provided to properties within 600 feet of the proposed project.

The Environmental Coordinator reviewed the feedback received regarding the EAW. He stated that the EAW is not meant to approve or disapprove a project but is a source of information to guide other approvals and permitting decisions. The City is required to make either a negative declaration or a positive declaration on the need for an Environmental Impact Statement (EIS). The City shall base its decision regarding the need for an EIS on the information gathered during the EAW process.

North Oaks Company representative Lauren Grouws was present to answer questions of the City Council regarding the development.

The Environmental Coordinator stated that based on the report it is recommended that a Negative Declaration on the need for an Environmental Impact Statement (EIS) for the North Oaks Mixed Use Development be issued. He noted that this item will be forwarded to the February 10, 2025, regular meeting for formal action.



**7. Adjournment**

Mayor Rafferty adjourned the meeting at 6:21 p.m.

These minutes were approved at the regular Council Meeting on February 10, 2025.

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Roberta Colotti, CMC  
City Clerk

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Rob Rafferty,  
Mayor



**CITY COUNCIL  
REGULAR MEETING STAFF REPORT  
AGENDA ITEM 1H**

**STAFF ORIGINATOR:** Roberta Colotti, CMC, City Clerk

**MEETING DATE:** February 10, 2025

**TOPIC:** Approval of Environmental Board Officers & EDAC Commissioner Appointment

**VOTE REQUIRED:** Simple Majority

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**INTRODUCTION**

The Environmental Board met on January 29, 2025; at which time they identified a slate of candidates for the Environmental Board Officer positions for the consideration and formal appointment by the City Council.

The City has received an application for the Economic Development Advisory Committee and there is currently a three-year term open on the committee. With this appointment the membership will be full.

**Recommended Appointments:**

**Environmental Board**

- Recommended for appointment as Chair Alexander Schwartz
- Recommended for appointment as Vice-Chair Shawn Holmes
- Community Development Department, Office Specialist Marissa Ertel, was appointed as Secretary by the City Council at the January 13, 2025 meeting.

**EDAC**

- Barbara White, appointment to a three-year term, ending 12/31/27 or until a successor is appointed

**RECOMMENDATION**

Motion to approve the EDAC Committee Membership and Environmental Board Officer appointments as presented.



**CITY COUNCIL  
REGULAR MEETING STAFF REPORT  
AGENDA ITEM 1I**

STAFF ORIGINATOR: Meg Sawyer, Human Resources and Communications Manager

MEETING DATE: February 10, 2025

TOPIC: Approval of the Hiring of Part-Time Staff for the Rookery Activity Center

VOTE REQUIRED: Simple Majority

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**INTRODUCTION**

The Council is being asked to approve the hiring of part-time staff for The Rookery.

**BACKGROUND**

Staff is seeking approval to hire part-time personnel to work at The Rookery. The recruiting process has identified candidates that will be a great addition to our staff at The Rookery.

**RECOMMENDATION**

Staff recommends the Council approve the hiring of the part-time personnel listed below:

First Name	Last Name	Title
Jason	Groff	Aquatics Lead
Farida	Gaal	Recreation Attendant
Max	Fick	Aquatics Lead

Start dates vary based on position and training schedule.

Please approve the above personnel for the part-time positions at The Rookery Activity Center.



**CITY COUNCIL  
REGULAR MEETING STAFF REPORT  
AGENDA ITEM 1J**

**STAFF ORIGINATOR:** Roberta Colotti, CMC, City Clerk

**MEETING DATE:** February 10, 2025

**TOPIC:** Approval of Exempt Gambling Permit for ARCHES

**VOTE REQUIRED:** Simple Majority

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**INTRODUCTION**

The Minnesota Department of Public Safety, Alcohol and Gambling Enforcement division issues Exempt Permits to nonprofit organizations that conduct lawful gambling on five or few days and awards less than \$50,000 in prizes during a calendar year. This is not a regular gambling permit which requires a City Council resolution. Instead, the City is asked to acknowledge the permit with either; no waiting period, require a 30-day waiting period or deny the application.

**BACKGROUND**

The City is in receipt of the following application:

- Aquinas Roman Catholic Home Education Services (ARCHES), exempt gambling permit for March 8, 2025 at St. Joseph of the Lakes Catholic Church

**RECOMMENDATION**

Motion to acknowledge and approve the application for Exempt and Excluded Gambling Permit for ARCHES for the March 8, 2025 event, with no waiting period.

**ATTACHMENTS**

None



**CITY COUNCIL  
REGULAR MEETING STAFF REPORT  
AGENDA ITEM 3A**

**STAFF ORIGINATOR:** Meg Sawyer, Human Resources and Communications Manager

**MEETING DATE:** February 10, 2025

**TOPIC:** 2025-2026 Labor Agreement with AFSCME Local No. 2454

**VOTE REQUIRED:** Simple Majority

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**INTRODUCTION**

The City Council is being asked to approve the 2025-2026 Labor Agreement between the City of Lino Lakes and American Federation of State, County & Municipal Employees (AFSCME) Local No. 2454.

**BACKGROUND**

A tentative agreement has been reached for a two-year contract with AFSCME. A tentative agreement was reached after four meetings and the union members voted in favor of the attached terms.

**RECOMMENDATION**

Staff recommends the approval of the 2025-2026 Labor Agreement between the City of Lino Lakes and AFSCME Local No. 2454.

**ATTACHMENTS**

Tentative Agreement with AFSCME Local No. 2454



## Tentative Agreement between the City of Lino Lakes and AFSCME Local 2454

### ARTICLE 3: UNION SECURITY

3.3 - The Union may designate ~~two~~ employees from the bargaining unit to act as stewards and shall inform the Employer in writing of such choice.

### ARTICLE 4: HOURS OF WORK

4.3 - ~~All employees work schedules shall provide for at least one 15-minute rest period during each one-half shift. Employees scheduled to work an 8-hour day may, with supervisor approval, combine their paid rest periods and unpaid lunch break at or near the mid-point of their scheduled shift. Employees who are authorized to work beyond their regular schedule shall receive a rest period if necessary.~~

Rest Periods: All employees working a half-shift (4 hours or more) must receive at least one 15-minute paid rest break. Lunch Breaks: Employees scheduled for an 8-hour workday may combine their paid rest period with their unpaid lunch break for a total break of one hour, with supervisor approval. Lunch breaks can be taken at any time during the workday, except within the first or last hour of the shift. No Skipping Breaks: Employees cannot skip breaks to shorten their workday. Overtime Breaks: Employees working overtime are entitled to rest periods as needed.

### ARTICLE 5: PART-TIME EMPLOYEES

5.1 - Part-time employees shall earn PTO, ESST, and holiday leave benefits ~~leave benefits (sick, vacation, holiday)~~ on a pro-rated basis according to the number of hours worked in the pay period.

### ARTICLE 6: HOLIDAYS

6.1 - Holidays with pay are as follows:

New Year's Day	<u>Juneteenth</u>	Thanksgiving Day
Martin Luther King Day	Independence Day	Day after Thanksgiving
President's Day	Labor Day	Christmas Eve Day
Memorial Day	Veteran's Day	Christmas Day
		New Year's Eve Day

### ARTICLE 7: SICK LEAVE/EARNED SICK AND SAFE TIME (ESST)

7.1 - Sick leave/ESST shall be earned by employees at the following rate: 3.69 per pay period.

7.2 - The maximum accumulation shall be 960 hours.

7.3 - Deferred Compensation. The City will provide to all regular full-time and part-time employees the opportunity to participate in a pre-tax savings program through payroll deduction. This voluntary saving plan is designed to allow for current tax savings for employees. A full-time or part-time employee will be permitted to receive a cash payment for 50% of his or her unused yearly sick leave/ESST accrual exceeding 720 hours at the conclusion of each calendar year. The remainder of unused sick leave/ESST accrual will be added to the employee's sick leave/ESST bank up to the maximum accrual of 960 hours. The cash payment shall be paid at the conclusion of each calendar year by payment into the employee's designated deferred compensation plan as authorized by the City.



7.4 - Employees may voluntarily donate a portion of their accrued sick leave/~~ESST~~, vacation leave, or compensatory time to other employees in accordance with the City's Leave Donation Policy.

7.5 - Employees are allowed to use sick leave/~~ESST~~ to care for their children on the same basis as an employee. Use of sick leave/~~ESST~~ is allowed for an absence due to illness or injury to an employee's spouse, adult child, sibling, parent, stepparent, or grandparent, but is limited to a combined total of 160 hours of these relatives within a 12-month period.

#### **ARTICLE 8: VACATIONS**

~~8.6 – All probationary employees shall accrue vacation time, but may not take vacation leave until completing six months of employment.~~

#### **ARTICLE 9: PERSONAL TIME-OFF (PTO)/~~EARNED SICK AND SAFE TIME (ESST)~~**

9.1 Employees hired after January 1, 2014 through December 31, 2020 will be offered either PTO/~~ESST~~ covered by Section 6.18 of the City of Lino Lakes Personnel Policy (Appendix B) or Sick Leave/~~ESST~~ and Vacation in accordance with Article 7 and 8, respectively. Employees hired on or after January 1, 2021 will have PTO/~~ESST~~ as covered by Section 6.18 of the City of Lino Lakes Personnel Policy (Appendix B).

#### **ARTICLE 11: FUNERAL LEAVE**

11.1 - An employee shall be granted paid funeral leave of up to: (1) five days for the death of spouse, domestic partner\*, child, stepchild, parent, or stepparent; (2) up to three days for a mother in-law, father in-law, sibling or grandchild of the employee or employee's spouse; and (3) one day for a grandparent, niece, or nephew of the employee or employee's spouse.

\*A domestic partnership is a recognized relationship between two individuals who live together as a committed couple, sharing a common domestic life, but are not legally married.

#### **ARTICLE 13: WAGES**

**Wage Grid** – Change the Step headings from Minimum Rate - Step 9 to Step 1 - Step 10.

##### **Wages**

3% COLA/wage adjustment, plus 3% market adjustment effective 1/1/2025 (paid retroactively to 1/1/2025).

3% COLA/wage adjustment, plus 3% market adjustment effective 1/1/2026.

13.8 - Current AFSCME employees who apply and are selected for a new position within the same job grade may negotiate a starting rate of pay that exceeds the established starting rate for the position or their current rate of pay. No loss of pay shall occur unless the employee accepts a position in a lower job grade, as defined by the applicable wage grid.

#### **ARTICLE 14: OVERTIME**

14.1 - For non-exempt full-time equivalent (FTE) employees, time and one-half shall be paid for work performed in excess of the normal workweek of 40 hours. For the purposes of calculating overtime, an employee using paid holidays, vacation, sick leave/~~ESST~~, personal time-off (PTO)/~~ESST~~, or compensatory time is considered to be working.

#### **ARTICLE 17: WORK FORCE**

17.3 - Job vacancies within the designated bargaining unit will be posted ~~internally for 10 business days~~ so that members of the bargaining unit can be considered for such vacancies.



## **ARTICLE 18: INSURANCE**

### **18.1 - Health Insurance and H.S.A.**

Effective January 1, ~~2023~~2025, Employer will contribute \$~~588.64~~644.47 toward the premium for single coverage and \$~~1,212.98~~1,291.32 toward the premium for family coverage. The Employer's contribution for the health savings account (HSA) toward the annual deductibles will be \$1,000 for single coverage and \$2,500 for family coverage.

Effective January 1, ~~2024~~2026, Employer will contribute 100% of the base single plan and \$~~1,212.98~~1,291.32 plus 50% of the ~~2024~~2026 premium increase toward the family plan. The Employer's contribution for the health savings account (HSA) toward the annual deductibles will be \$1,000 for single coverage and \$2,500 for family coverage.

## **ARTICLE 20: UNIFORMS**

20.2 - The Building Official, a full-time building inspector, and the Environmental Coordinator shall be credited an annual amount of \$380.00 for the purchase of work clothes to be used on the job. An itemized receipt is required for all reimbursements.

Clothing allowance will be provided on a calendar year (January 1 - December 31) basis to employees. Clothing allowance ~~will not be available to new employees for their first six months of probation and~~ will be pro-rated for the remaining calendar months in the year.

## **ARTICLE 26: DURATION**

Two-year contract effective January 1, 2025 through December 31, 2026.

### **Appendix A**

Carryforward MOU

### **Appendix B**

COPY OF SECTION 6.18 OF THE CITY OF LINO LAKES PERSONNEL POLICY REGARDING PAID TIME OFF (PTO)/EARNED SICK AND SAFE TIME (ESST)

6.18 Personal Time Off (PTO) Leave/Earned Sick and Safe Time (ESST)



**CITY COUNCIL  
REGULAR MEETING STAFF REPORT  
AGENDA ITEM 3B**

**STAFF ORIGINATOR:** Meg Sawyer, Human Resources and Communications Manager

**MEETING DATE:** February 10, 2025

**TOPIC:** Consider Appointment of Police Officer

**VOTE REQUIRED:** Simple Majority

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**INTRODUCTION**

The City Council is being asked to approve the appointment of Jordan Oleson to the Police Officer position within the Public Safety Department.

**BACKGROUND**

Staff has completed the recruitment process, provided a conditional offer, and is recommending the approval of Oleson for the full-time position.

Oleson is a Lino Lakes Police Cadet in the ICPOET program and will be graduating from the program on February 24, 2025.

The starting wage for Oleson will be \$42.22 per hour, which is Step 1 in a 7 step wage scale for the Police Officer position.

With the Council's approval, Oleson will start on February 26, 2025.

There are currently four vacant Police Officer positions within the Public Safety Department. The 2025 Approved Budget is funded for 28 sworn positions. The hiring of Oleson as an officer will bring the police department to 25 sworn staff. Approval of this request will not result in an increase to personnel cost for the police department.

**RECOMMENDATION**

Please approve the appointment of Jordan Oleson to the Police Officer position.

**ATTACHMENTS**

None



**CITY COUNCIL  
REGULAR MEETING STAFF REPORT  
AGENDA ITEM 3C**

**STAFF ORIGINATOR:** Meg Sawyer, Human Resources and Communications Manager

**MEETING DATE:** February 10, 2025

**TOPIC:** Consider Appointment of Police Officer

**VOTE REQUIRED:** Simple Majority

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**INTRODUCTION**

The City Council is being asked to approve the appointment of Zachary Crowley to the Police Officer position within the Public Safety Department.

**BACKGROUND**

Staff has completed the recruitment process, provided a conditional offer, and is recommending the approval of Crowley for the full-time position.

Crowley is a Lino Lakes Police Cadet in the ICPOET program and will be graduating from the program on March 14, 2025.

The starting wage for Crowley will be \$42.22 per hour, which is Step 1 in a 7 step wage scale for the Police Officer position.

With the Council's approval, Crowley will start on March 17, 2025.

There are currently four vacant Police Officer positions within the Public Safety Department. The 2025 Approved Budget is funded for 28 sworn positions. The hiring of Crowley as an officer will bring the police department to 26 sworn staff. Approval of this request will not result in an increase to personnel cost for the police department.

**RECOMMENDATION**

Please approve the appointment of Zachary Crowley to the Police Officer position.

**ATTACHMENTS**

None



**CITY COUNCIL  
REGULAR MEETING STAFF REPORT  
AGENDA ITEM 6A**

**STAFF ORIGINATOR:** Diane Hankee PE, City Engineer

**MEETING DATE:** February 10, 2025

**TOPIC:** Consider Resolution No. 25-16 Approving Interim Use Permit  
Shuda Farms (8196 20<sup>th</sup> Avenue)

**VOTE REQUIRED:** Simple Majority

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**INTRODUCTION**

The applicant, Shuda Farms, LLC, submitted a Land Use Application for an Interim Use Permit (IUP) for compost and black dirt stockpiling on their property at 8196 20<sup>th</sup> Ave (PID 013122310002). The stockpile operation will be used for black dirt associated with operating a tree farm at the referenced property. Black dirt will be used to plant bare root trees, amend soil, pot nursery stock, and fill in areas of transplanted trees as they are harvested and sold. The stockpile will be maintained and used for onsite use only and will have no commercial or residential sales.

The staff report is based on the following:

- Existing and Proposed Site Improvement Plans prepared by Dream Scapes Landscaping & Design, Inc, latest revision date December 2, 2024.
- Certificate of Survey prepared by E.G. Rud & Sons, Inc. latest revision November 20, 2024.

**BACKGROUND**

**Current Use**

The 40 acre site 8196 20<sup>th</sup> Ave is located just east of 20<sup>th</sup> Ave and directly west of 35E. The site has a single family detached dwelling, two (2) accessory buildings, pool, and shed. It is currently zoned R-Rural and used for agricultural production of primarily row crops. The applicant is looking to switch uses from annual row crops to maintaining a tree farm. Stockpile operations onsite will aid the proposed tree farm and provide soil required for the proposed operation.



There is already an existing stockpile located onsite which is proposed to be used for future tree farm operations and maintained as the permitted stockpile.

On November 21, 2024 the City reviewed a site plan for two accessory buildings, the grading and construction of a new driveway, and stormwater facilities.

## **ANALYSIS**

Section 1007.059 of the Zoning Ordinance establishes requirements for earth moving and land reclamation. Earth removal, land reclamation, material storage or filling is a permitted use in all zoning districts. An interim use permit is required when 5,000 cubic yards or more of material is planned to be removed or deposited on any lot or parcel.

The approximately 40 acre site is located between 20<sup>th</sup> Ave and I-35E. The proposed stockpile will be confined to a designated 14,000 SF area as shown in the proposed plans. The stockpile will have a maximum height of 22 feet which is consistent with building heights of 35 feet in the R zoning district.

### **Access**

The site is currently accessed off 20<sup>th</sup> Ave via a shared private driveway. There are no proposed improvements or impacts to 20<sup>th</sup> Ave.

### **Wetlands**

There is a wetland identified on the NWI map on the south side of the parcel which is more than 100 feet from the stockpile. The site appears to contain other wetlands that are currently farmed. A wetland delineation has not been completed for this project. There is a wetland adjacent to the stockpile. RCWD is the LGU for the wetland protection act and should review this project for conformance. No fill or stockpiling is permitted within a wetland. The proposed stockpile is to include redundant perimeter control to prevent erosion and sedimentation.

### **Floodplain**

The 2015 FEMA Floodplain Map indicates Zone A flood plain over a portion of the site. The proposed stockpile is located outside of the floodplain and no impacts are proposed as part of this IUP. Any floodplain impacts are subject to City requirements per City Code Chapter 1103 and RCWD Rules.

### **Public Drainage**

Hardwood creek runs along the southern portion of the property before discharging into Peltier Lake. No impacts are being proposed to either Hardwood Creek or Peltier Lake. Both waters are listed by the MPCA as Impaired for Nutrients. As part of the IUP erosion and sedimentation



control should be a priority to limit potential runoff of sediment and nutrients from the site. Staff is recommending redundant perimeter control around the proposed stockpile to limit sedimentation along with vegetating the stockpile if it is not actively worked within 7 days, as is required by the MPCA.

### **Grading/Erosion Control**

A proposed site plan was submitted showing Grading, Drainage, and Erosion control and has been reviewed by the City's Environmental Coordinator. Comments can be found in the staff report and recommendations.

### **Comprehensive Plan and Zoning**

The property is zoned as R-Rural and is currently used for agricultural production. The applicant is proposing switching from agricultural row cropping to tree farm production. No change in use is proposed as part of the IUP.

2040 comprehensive plan shows this area being business campus in the full build out land use. The current use will have no impact on future development or use.

### **Tree Preservation Plan**

A tree preservation plan was submitted. 3 trees are being proposed for removal as part of the proposed stockpile maintenance plan. The 3 trees being removed are low quality species including ash. No mitigation is required, however approximately 20,000 trees will be planted onsite for nursery stock.

The onsite planted trees will be harvested and resold, but they will provide environmental and aesthetic benefits while they are growing.

### **Surrounding Parcels**

<b>Direction</b>	<b>Zoning</b>	<b>Existing Land Use</b>	<b>Future Land Use</b>
North	R-Rural	Agricultural	Urban Reserve
South	R-Rural	Agricultural	Urban Reserve
East	I-35E	I-35E	I-35E
West	R-Rural	Rural Residential	Urban Reserve

### **Interim Use Permit**

The Planning & Zoning Board held a public hearing on January 8, 2025. There were no public comments. The Board recommended approval of the interim use permit.

Resolution No. 25-16 details the findings of fact.



**RECOMMENDATION**

Staff and Boards recommend approval of the interim use permit for 8196 20<sup>th</sup> Avenue (Shuda Farms) Interim Use Permit with conditions noted in the resolution.

**ATTACHMENTS**

1. Resolution 25-16 Approving IUP Shuda Farms
2. Engineering and Environmental Review Memos
3. Existing and Proposed Site Improvement Plans
4. Certificate of Survey
5. Applicant's Narrative



**CITY OF LINO LAKES  
RESOLUTION NO. 25-16**

**RESOLUTION APPROVING INTERIM USE PERMIT FOR EARTH MOVING AND  
STOCKPILING AT SHUDA FARMS, 8196 20<sup>TH</sup> AVENUE**

**WHEREAS**, the City received a land use application for an interim use permit for earth moving and stockpiling on property at 8196 20<sup>th</sup> Avenue, Shuda Farms LLC. and hereafter referred to as “Development”; and

**WHEREAS**, the property is zoned R-Rural and allows for earth removal, land reclamation, material storage or filling with an interim use permit; and

**WHEREAS**, the legal descriptions of the subject properties are as follows:

THAT PRT OF NE1/4 OF SW1/4 OF SEC 1 TWP 31 RGE 22 LYG ELY OF WLY 10 FT  
THEREOF, SUBJ TO EASE OF REC

**WHEREAS**, City staff has completed a review of the land use application based on the plan set including Existing and Proposed Site Improvement Plans prepared by Dream Scapes Landscaping & Design, Inc, latest revision date December 2, 2024.

**WHEREAS**, a public hearing was held before the Planning & Zoning Board on January 8, 2025, and the Board recommended approval of the interim use permit.

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

**FINDINGS OF FACT**

1. The proposed development application has been found to be consistent with the policies and recommendations of the Lino Lakes Comprehensive Plan including:
  - a. Land Use Plan.
  - b. Transportation Plan.
  - c. Utility (Sewer and Water) Plans.
  - d. Local Water Management Plan.
  - e. Capital Improvement Plan.



f. Policy Plan.

g. Natural Environment Plan.

*The proposed earth moving/black dirt stockpile is consistent with the Comprehensive Plan. The grading plan and earth moving operation have been reviewed by City staff. The stockpiling is temporary and will not have a negative impact on future land use, transportation, utilities, or the environment.*

2. The proposed development application is compatible with present and future land uses of the area.

*The proposed earth moving/black dirt stockpile is compatible with present and future land uses of the area. Earth moving is allowed in all zoning districts with conditions.*

3. The proposed development application conforms to performance standards herein and other applicable City Codes

*The proposed earth moving/black dirt stockpile conforms to the performance standards of the City Code with conditions as established. The plans have been reviewed by City staff for compliance.*

4. Traffic generated by a proposed development application is within the capabilities of the City when:

- a. If the existing level of service (LOS) outside of the proposed subdivision is A or B, traffic generated by a proposed subdivision will not degrade the level of service more than one grade.
- b. If the existing LOS outside of the proposed subdivision is C, traffic generated by a proposed subdivision will not degrade the level of service below C.
- c. If the existing LOS outside of the proposed subdivision is D, traffic generated by a proposed subdivision will not degrade the level of service below D.
- d. The existing LOS must be D or better for all streets and intersections providing access to the subdivision. If the existing level of service is E or F, the subdivision developer must provide, as part of the proposed project, improvements needed to ensure a level of service D or better.
- e. Existing roads and intersections providing access to the subdivision must have the structural capacity to accommodate projected traffic from the



proposed subdivision or the developer will pay to correct any structural deficiencies.

- f. The traffic generated from a proposed subdivision shall not require City street improvements that are inconsistent with the Lino Lakes Capital Improvement Plan. However, the City may, at its discretion, consider developer-financed improvements to correct any street deficiencies.
- g. The LOS requirements in paragraphs 1. to 4. above do not apply to the I-35W/Lake Drive or I-35E/Main St. interchanges. At City discretion, interchange impacts must be evaluated in conjunction with Anoka County and the Minnesota Dept. of Transportation, and a plan must be prepared to determine improvements needed to resolve deficiencies. This plan must determine traffic generated by the subdivision project, how this traffic contributes to the total traffic, and the time frame of the improvements. The plan also must examine financing options, including project contribution and cost sharing among other jurisdictions and other properties, that contribute to traffic at the interchange.
- h. The City does not relinquish any rights of local determination

*The stockpile of black dirt is not open for public use or sale and will not increase residential traffic. Black dirt is already being used onsite for current uses associated with agricultural farming. The applicant does not expect an increase of traffic generated by the black dirt operations.*

- 5. The proposed development shall be served with adequate and safe water supply.

*The proposed black dirt stockpile does not require a water service as proposed.*

- 6. The proposed development shall be served with an adequate and safe sanitary sewer system.

*The proposed stockpile does not require service by sanitary sewer. However, facilities should be provided on site for any employees of the black dirt operation. The property is currently served by a septic system which will be continued during these operations.*

- 7. The proposed development shall not result in the premature expenditures of City funds on capital improvements necessary to accommodate the proposed development.

*The proposed stockpile will not expend City funds.*



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

*The proposed earth moving/ black dirt stockpile will not be detrimental to any persons or property. Hours of operation, noise control measures, and erosion/dust control measures will be enforced.*

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

*The proposed earth moving/ black dirt stockpile should not result in the destruction, loss or damage of natural, scenic or historic features as no known natural, scenic or historic features exist in the area. The existing wetlands will be protected per WCA through RCWD, and the floodplain will not be affected by the activities as currently proposed.*

In addition to the criteria established under Section 1007.016, Conditional Use Permits, Section 1007.059, Earth Moving and Land Reclamation establishes the following conditions that shall be met:

1. Properly fence any pit or excavation, and barricade entrances to prevent the general public from depositing garbage or refuse.

*The proposed plans indicate earth moving for a stockpile, not a pit. The proposed plans do not currently show any fencing around the earth moving/black dirt stockpile operation or any barricades at the entrance. Staff is proposing that silt fence be placed around the stockpile as a condition of this permit.*

2. Slope the banks, and otherwise guard and keep any pit or excavation in such condition as not to be dangerous because of sliding or caving banks.

*The existing stockpile slope is 2:1. The stockpile will be required to have a side slope of 3:1 except for the working side. Areas not being excavated shall be established with vegetation within seven (7) days.*

3. Properly drain, fill, or level off any pit or excavation so as to make the same safe and healthful as the permitting authority may determine

*The proposed earth black dirt stockpile site is designed to drain in a similar manner as the existing conditions. Erosion control is proposed and will be needed to ensure that sediment is prevented from entering the wetland, Hardwood Creek, or adjacent parcels.*



4. Limit the depth of such excavation to an elevation no lower than the minimum floor elevation for building construction as established by the City Engineer, so as not to diminish development potential of the parcel.

*Not applicable to this project*

5. Limit any fill material to clean fill, defined as rock, sand, gravel, clay, or other like and similar non-decomposable material. Concrete, asphalt, metal, wood, and other debris shall be prohibited.

*The project is only proposing stockpiling compost and black dirt. The site will be limited to this type of material. The City will reserve the right to test the material.*

6. Require that all decomposable material, or other unsuitable foundation material, be removed from an area before deposition of fill begins.

*Not applicable for this project*

7. Prepare a site plan showing existing and proposed grade elevations and effect of storm water drainage on adjacent areas.

*A site plan showing the existing and proposed grade elevations for the proposed earth moving/ black dirt stockpile was provided.*

8. Specify a time when the excavation or land reclamation project shall be completed.

*The proposed black dirt operations will occur in the summer months. The conditional use permit will be reviewed every five (5) years for renewal. Renewal shall be approved by City Council.*

9. Place a minimum of four (4) inches of topsoil over the completed project and establish appropriate ground cover within sixty (60) days of completion, or in a time period consistent with the City's stormwater management and pollution prevention plan.

*The proposed black dirt stockpile shall be seeded or hydromulched within seven (7) days of initial placement. At least 70% of the stockpile shall be established and remain stabilized with vegetation at all times.*

10. Reimburse the City for the cost of periodic inspections by the City for the purpose of determining that the terms under which the permit has been issued are being complied with.

*The City will maintain and escrow account for inspections and compliance checks.*



11. Implement the tree preservation plan.

*Not applicable for this project*

12. In addition to an interim use permit, the City Engineer may determine that permits in excess of twenty-five thousand (25,000) cubic yards require the applicant to conduct a neighborhood meeting and to notify affected property owners within one-quarter (1/4) mile.

*Properties within 350, as required for IUP's were notified. The stockpile size will be less than 25,000 CY. A neighborhood meeting is not proposed at this time.*

13. Post a form of security and sum as the permitted authority may require, running to the City, conditioned to pay the City the cost and expense of repairing or cleaning any highways, streets, or other public ways within the City made necessary by the special burden resulting from transporting thereon by the applicant material to or from the site, the amount of such cost to be determined by the Council; and conditioned further to comply with all the requirements of this Ordinance and the particular permit, and to save the City free and harmless from all suits or claims for damages resulting from the negligent excavation, removal, storage, or filling of rock, sand, dirt, gravel, clay, or other like material within the City.

*Impacts to adjacent roadways are not anticipated. Generally, the City will maintain and escrow account for inspections and compliance checks.*

14. Other conditions deemed appropriate to the application by the permitting authority.

This Interim Use Permit, if approved by City Council, shall only be valid for five (5) years and the owner will have to apply for renewal. Renewal must be approved by the City Council.

**BE IT FURTHER RESOLVED** by the City Council of Lino Lakes in addition to the administrative requirements of an interim use permit, the following standards of Section 1007.051(4), are being met, as outlined in the staff report dated January 10, 2025, prepared for review for the Planning and Zoning Board of Lino Lakes:

**BE IT FURTHER RESOLVED** by The City Council of the City of Lino Lakes hereby approves the interim use permit for earth moving and stockpiling located at Shuda Farms LLC. 8196 20<sup>th</sup> Avenue subject to the following conditions:



1. Fill stockpiles shall be limited to the areas identified in the plans prepared by Dream Scapes Landscaping & Design, Inc, latest revision date December 2, 2024, and any revisions to the plans approved by the City.
2. Applicant meets the requirements laid out in the City Engineer and Environmental Coordinator review letters.
3. Stockpile operation shall be limited to 7,000 CY within an area as designated on the final plan.
4. Stockpile to be a maximum of 22' in height.
5. The site includes 2 existing berms, as detailed in the project plans referenced here within. The berms shall not change in size or location.
6. Permitter control is required around the stockpile, redundant perimeter control should be provided in relation to adjacent wetlands.
7. Permitter control shall be maintained and replaced while the stockpile is operational. Replacement should occur when the BMP reaches 50% capacity or if it becomes inoperable due to cuts, tears, breaks, or etc.
8. At least 70% of the stockpile should be established with vegetation at all times to prevent erosion.
9. Any portion of the stockpile not being actively worked for 7 days must be temporarily stabilized.
10. Provide details for seed mix, hydro mulch, and application rates within the plan set.
11. Maintain slopes of 3:1 on a least 70% of the stockpile area.
12. Water suppression, soil binding agents, wind blocks, or other dust suppression methods will be required if dust leaving the site becomes an issue as identified by the City. Obtaining water to be used for dust control is the responsibility of the owner.
13. No fill may be placed in adjacent wetlands or in the FEMA floodplain on the site. Stockpile shall not encroach within 50-ft of the wetland boundaries and the FEMA floodplain.
14. Mark boundary of wetland directly east of stockpile and GPS the location for future verification no fill has been placed. Install conversation signs to identify the adjacent wetland and stockpile limits.
15. Owner shall obtain a Rice Creek Watershed District Permit or Letter of Intent as applicable.
16. The IUP shall only be valid for five (5) years. The permit may be extended by the City Council following a written request by the applicant submitted at least three months prior to expiration, and review at a public hearing. A new IUP will be needed for work (grading, other material stockpiles, excavation of material, etc.) that is not stated in this IUP.
17. The type of stockpile material is limited to topsoil borrow as identified in Minnesota Department of Transportation's 2020 Standard Specification, Section 3877. Other materials are not allowed and will be required to be removed within 24 hours.



18. Owner will permit a City Inspector to view the premises during normal business hours.
19. Non-functioning equipment is not allowed to be stored on site. All equipment shall be screened from public view.
20. The stockpile shall be used for onsite use only and shall have no commercial or residential sales.
21. The City will maintain a \$5,000 escrow provided by the owner that shall be reestablished annually by January 15th. This escrow will be for inspection, erosion control, and other City costs associated with the earth moving and filling. If the above escrow amount is insufficient, the owner shall make such additional deposits as required by the City. The City shall have a right to reimburse itself from the Escrow with suitable documentation supporting the charges.

Adopted by the Council of the City of Lino Lakes this 10<sup>th</sup> day of February, 2025.

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Rob Rafferty, Mayor

ATTEST:

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Roberta Colotti, CMC, City Clerk



## Memorandum

**To:** Katie Larsen, Lino Lakes City Planner

**From:** Diane Hankee PE, City Engineer

**Date:** December 20, 2024

**Re:** Shuda Farms - 8196 20<sup>th</sup> Ave  
IUP-Earth Moving Review

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Staff's review of the Interim Use Permit for the 8196 20<sup>th</sup> Ave Earth Moving in Lino Lakes, MN, prepared by E.G. Rud & Sons, Inc. and received December 6, 2024. Our comments were made on the following documents:

- Shuda Farms – Existing and Proposed Site Improvement Plans prepared by Dream Scapes Landscaping & Design, Inc, latest revision date December 2, 2024.
- Certificate of Survey prepared by E.G. Rud & Sons, Inc. latest revision November 20, 2024.

The following review comments should be responded to in writing by the applicant.

### Engineering

- **General**

The Shuda Farms property located at 8196 20<sup>th</sup> Ave proposes to stockpile compost and black dirt for agricultural purposes pertaining to tree farming within the site. The site is 40 acres located between 20<sup>th</sup> Avenue (CSAH 54) and 35E. This is an after the fact IUP for the existing stockpiles on site. The stock pile location is south of the home as shown in the plans.

#### Comments

1. The stockpiled material is within or adjacent to wetlands and should be reviewed by RCWD. A wetland boundary along the wetland / east side of the stock pile should be shown on the plans. Lino Lakes conservation signs shall be installed along the boundary and the signs shall be added to the proposed site plan.
2. The existing stockpile is 22 feet high and should remain this height.
3. Material is to be black dirt and compost used for tree planting on site. No commercial sale of topsoil is permitted.
4. Applicant is to include a stock pile boundary location in the plans.
5. The stock pile should not be greater than 7,000 CY.

- **Grading**

The Shuda Farms stock pile and berms are already existing on site. The applicant plans to use the stock pile for tree planting operations on site. No offsite hauling is permitted with this IUP.



Comments

1. The stockpile shall have a 3:1 slope.

- **Stormwater Management & Erosion Control**

Stormwater management is not required for the Shuda Farms stock pile project. The site drains to the south to Hardwood Creek. Drainage is not proposed to change. Erosion control will be reviewed by the City's Environmental Coordinator.

- **Water Supply**

There is currently an existing well onsite providing water to the property. The applicant is not proposing any connections to the municipal water system with this plan.

- **Sanitary Sewer**

The property is currently serviced onsite through a septic system, no changes are being proposed to the sanitary sewer at this time and no connection to the city system.

- **Transportation**

The site is located on the east side of 20<sup>th</sup> Ave and just west of 35E. The site is accessed off a private shared driveway off 20<sup>th</sup> Ave. Trucks associated with transporting nursery stock to and from the site is expected. No impacts to the adjacent roads are expected with the proposed use. Any necessary improvements will be located within the site or on the private driveway.

Comments

1. Applicant should work with adjacent property owners regarding the mitigation of truck traffic.

**Trails and sidewalks**

There are not proposed trails or sidewalks required on the site.

- **Wetlands and Environment**

A wetland delineation has not been completed. There is a wetland adjacent to the stock pile.

Comments:

1. RCWD is the LGU for the wetland protection act and should review this project for conformance.
2. The applicant shall identify the wetland boundary adjacent to the stockpile, see General note 1 above.
3. No fill or stockpiling is permitted within a wetland.

- **Landscaping**

Landscaping will be reviewed by the City's Environmental Coordinator.



- **Floodplain**

There is zone A floodplain on the site however the project is more than 100 feet away from any floodplain. Floodplain fill is not permitted.

- **Drainage and Utility Easements**

The Shuda Farms property has a shared driveway easement. The project does not require any new public easements.

- **Development Agreement**

A development agreement will not be required. A Site Performance Agreement is required.

- **Grading Agreement**

Grading agreement not required at this time.

- **Stormwater Maintenance Agreement**

A stormwater Maintenance Declaration is not applicable at this time.

- **Permits Required**

Permits for the IUP include the following:

1. Rice Creek Watershed District Permit
2. NPDES General Construction Permit
3. City of Lino Lakes Zoning Permit for grading

If you or the applicant have any questions regarding these comments, please contact Diane Hankee at (651) 982-2430 or [dhankee@linolakes.us](mailto:dhankee@linolakes.us).





## Environmental Memo

To: Katie Larsen, City Planner  
From: Tom Hoffman, Environmental Coordinator  
Date: January 29, 2025  
Re: Environmental Comments – 8196 20<sup>th</sup> Ave (Shuda Farms IUP)

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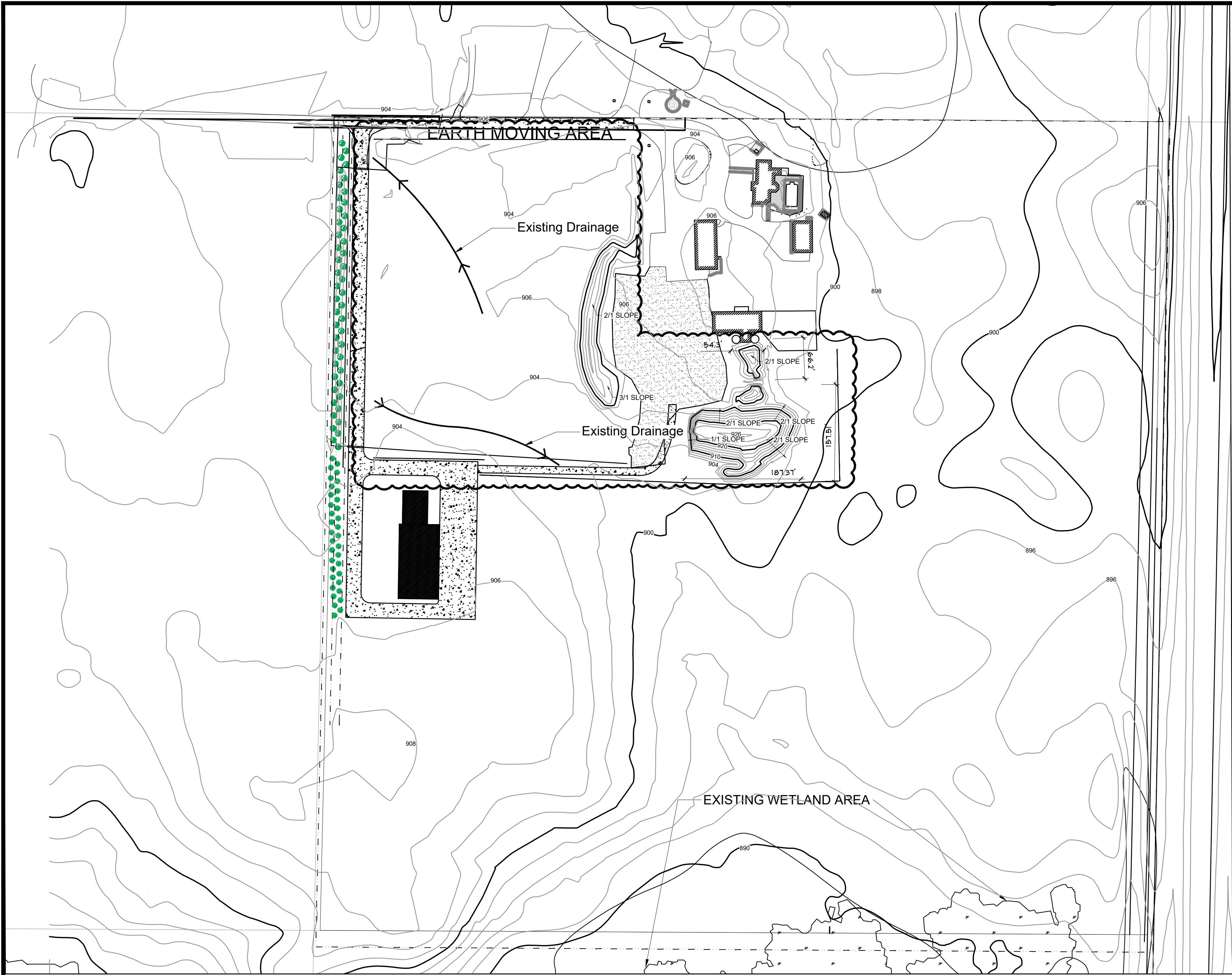
Environmental Board had recommended the following at their January 29, 2025 meeting:

1. Stockpile operation shall be limited to a 225' X 225' area and should be shown on the final plans.
  - a. Material stockpiled on site shall be consistent with Minnesota Department of Transportation's 2020 Standard Specification, Section 3877. Other materials are not allowed and will be required to be removed within 24 hours.
  - b. Stockpile to have maximum height of 22 feet which is consistent with building heights in the R zoning district
2. Permitter control is required around the stockpile, redundant perimeter control should be provided in relation to adjacent impaired waterbodies.
  - a. Permitter control shall be maintained and replaced while the stockpile is operational. Replacement should occur when the bmp reaches 50% capacity or if it becomes inoperable due to cuts, tears, breaks, or ect.
3. At least 70% of the stockpile should be established with vegetation at all times to prevent erosion.
  - a. Any portion of the stockpile not being actively worked for 7 days must be temporarily stabilized.
  - b. Provide details for seed mix, hydro mulch, and application rates within the plan set.
4. Water suppression, soil binding agents, wind blocks, or other dust suppression methods will be required if dust leaving the site becomes an issue as identified by the City. Obtaining water to be used for dust control is the responsibility of the owner.



5. No fill may be placed in adjacent wetlands or in the FEMA floodplain on the site. Stockpile shall not encroach within 50-ft of the wetland boundaries and the FEMA floodplain.
  - a. Mark boundary of wetland directly east of stockpile and gps the location for future verification no fill has been placed.
6. Owner will permit a City Inspector to view the premises during normal business hours.
7. Non-functioning equipment is not allowed to be stored on site. All equipment shall be screened from public view.
8. Confirm with Rice Creek Watershed District if a Letter of Intent is required with the associated fill and stockpile.





**811**

Know what's below.  
Call before you dig.

STATE LAW: 48 HOURS BEFORE EXCAVATING OR DEMOLISHING BUILDINGS, CALL 811 FOR FIELD LOCATION OF UNDERGROUND UTILITY LINES. THIS SERVICE LOCATES UTILITY OWNED LINES BUT NOT PRIVATE LINES.

THE LOCATIONS OF UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY AND HAVE NOT BEEN INDEPENDENTLY VERIFIED. THE EXACT LOCATION OF ALL UTILITIES (PUBLIC AND PRIVATE) MUST BE DETERMINED BEFORE COMMENCING WORK.



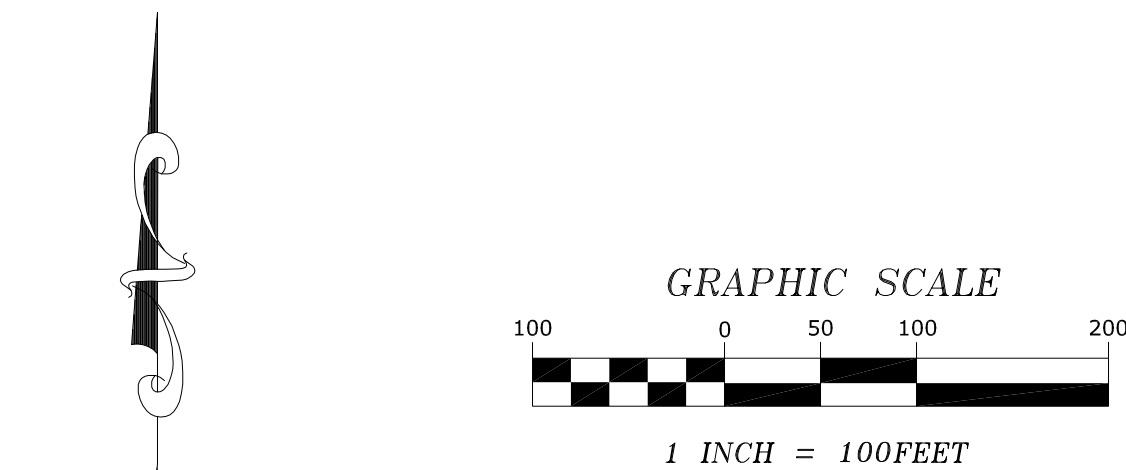




# CERTIFICATE OF SURVEY

~for~ DREAMSCAPES LANDSCAPING  
AND DESIGN

~of~ 8196 20TH AVENUE NORTH  
LINO LAKES, MN 55038



NORTH

## LEGEND

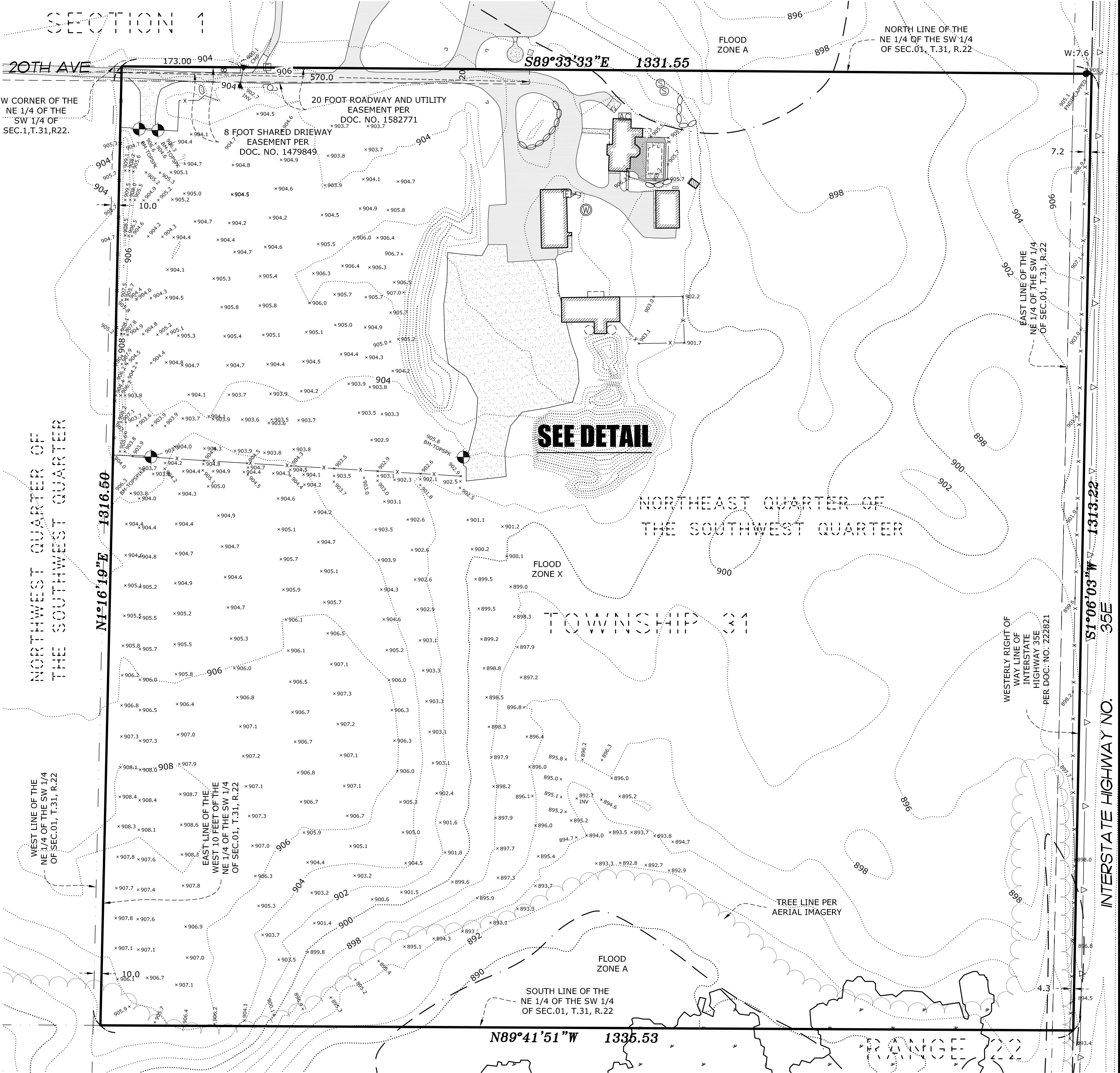
- DENOTES BENCHMARK SET, SPIKE
- DENOTES IRON MONUMENT FOUND AS LABELED
- ▲ DENOTES EXISTING ELEVATION
- ▲ DENOTES STORM SEWER APRON
- ⊙ DENOTES SEPTIC MANHOLE
- ⊙ DENOTES WELL
- △— DENOTES RESTRICTED ACCESS
- X—X— DENOTES FENCE
- DENOTES RETAINING WALL
- DENOTES EXISTING CONTOURS
- >>— DENOTES EXISTING STORM SEWER
- DENOTES FLOOD ZONE
- DENOTES TREE LINE
- DENOTES BITUMINOUS SURFACE
- DENOTES GRAVEL SURFACE
- DENOTES WETLAND

## SURVEY NOTES

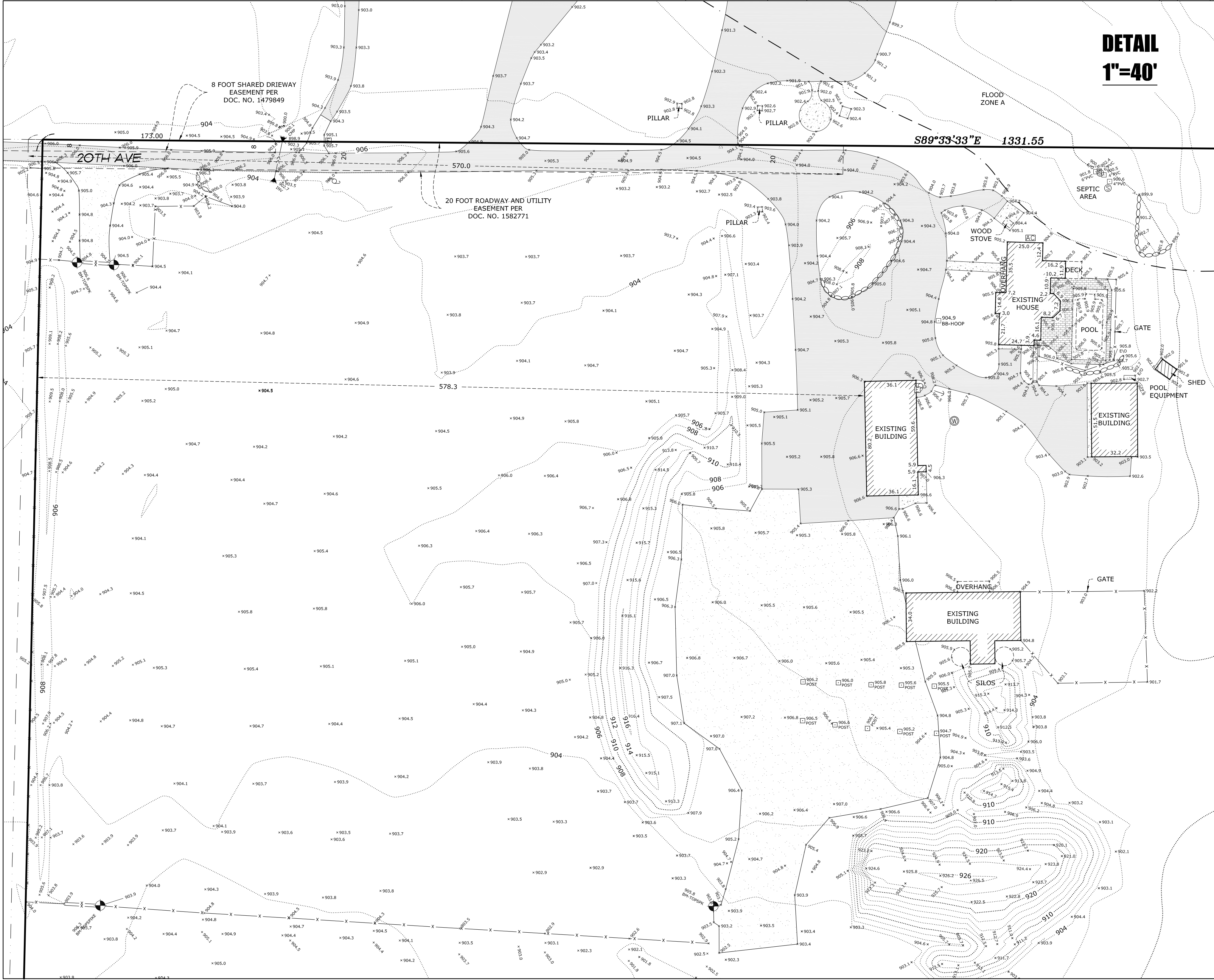
- Field survey was completed by E.G. Rud and Sons, Inc. on 08-14-24, 09-23-24, and 11-18-24.
- Bearings shown are on Anoka County datum.
- Parcel ID Number: 01-31-22-31-0002, and 01-31-22-42-0002.
- Existing legal description and easements shown per title commitment prepared by Land Title Inc., dated March 1, 2022, Commitment Number 656809.
- Contours shown are a combination of field work and LiDAR information.
- Wetlands shown per NWI mapping. No formal delineation completed.
- Surveyed premises shown on this survey map is in Flood Zone X, and A (Areas determined to be outside the 0.2% annual chance floodplain.), according to Flood Insurance Rate Map Community No. 270015 Panel No. 0360 Suffix E by the Federal Emergency Management Agency, effective date December 16, 2015.

## BENCHMARK

BENCHMARK: MNDOT BENCHMARK 0283C  
ELEVATION: 899.080 (NAVD88)



## DETAIL 1"=40'



## LEGAL DESCRIPTION

(PER COMMITMENT NO. 656809)

That part of the Northeast Quarter of the Southwest Quarter of Section 1, Township 31, Range 22 according to the United States Government Survey thereof, Anoka County, Minnesota, lying Easterly of the Westerly 10 feet.

AND

That part of the Northwest Quarter of the Southeast Quarter of Said Section 1 Lying westerly of the Westerly right of way line of Interstate Highway 35E, Anoka County, Minnesota.

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.

JASON E. RUD

Date: 11/20/2024 License No. 41578

DRAWN BY:	RAF	JOB NO:	240897BT	DATE:	09-24-24
CHECK BY:	JER	FIELD CREW:	BH/BJ		
1	09-24-24	ADDED FIELD INFO.	RAF		
2	11-20-24	ADDED FIELD INFO.	RAF		
3					
NO.	DATE	DESCRIPTION	BY		

**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



Alex Shuda  
8196 20<sup>th</sup> Ave N  
Lino Lakes, MN 44038

Katie A. Larsen, AICP  
City of Lino Lakes  
600 Town Center Pkwy  
Lino Lakes, MN 55014  
Via Email Only to: [klarsen@linolakes.us](mailto:klarsen@linolakes.us)

October 24, 2024

Re: Application for 8196 20<sup>th</sup> Avenue-Shuda Farms Site & Building Plan Review

Dear Ms. Larsen:

I am providing this letter in response to your October 21<sup>st</sup> request to provide a signed narrative regarding our plans to start a tree farm at our family farm in Lino Lakes. As you know, we currently use our land at 8196 20<sup>th</sup> Ave. to grow row crops. Growing row crops is a permitted use for a property in a designated rural zone—as is operating a nursery. Currently, we farm our land and help with combining and tilling for many neighboring farms. We are in the process of transitioning to operating the tree farm and have matured approximately 800 trees in the last two years in our wind protected mature tree yard. Due to the spectacular organic ground at 8196 20<sup>th</sup> Ave., we will be planting much of the ground with native organic trees that will be sold on a wholesale (not retail) level, and used in our related landscaping business. We anticipate having 20,000+ trees under production in a few years. We also operate a landscaping business out of our shop in Centerville, which we do not intend to change.

### **Process**

Trees will be brought in from the west coast as bare root liners (seedlings and whips, without dirt on the roots) in refrigerated trucks. We will store the bare root liners in the new buildings under temperature-controlled conditions. The bare root liners will be potted up into containers and/or directly buried into the ground to grow the trees. The stockpile of organic black dirt on site will be used to pot up the trees and amend other soil as necessary. Trees will be sold in three to eight years depending on the variety. Trees ready for sale will be available in buckets and as B&B (ball and burlap). Replanting and harvesting of trees will happen on an ongoing annual basis.

### **Black Dirt Stockpile**



Our tree farm needs to maintain a black dirt stockpile along with compost and proprietary organic soil amendments to plant the trees in buckets that will be buried directly in the ground and to fill in each hole as the trees are harvested. We will produce compost from pruning trees, gathering leaves, and clearing dead stock. This compost will be stored in a stockpile. Using the nutrients from compost to grow the trees is a vital part of an efficient organic tree farm.

### **Labor and Equipment**

The barns will be used to house all the equipment required to operate a tree farm including, but not limited to trucks, tractors, combines, skid steers, forklifts, spraying equipment, planting pots, fertilizer, soil, hoses, rakes, shovels, miscellaneous tools, and trees and other nursery products. Harvesting discs, harvesting spades, and harrows will be inside as much as possible but may also be stored outside when the barns are filled with tree liners. Palletized pots and peatmoss will be housed indoors as much as possible but may also be stored outside during planting and harvesting. The equipment and its location may change over time but the barns will be used to facilitate the operation of the nursery and to store equipment necessary for its operation.

The Shuda family will provide much of the weekly maintenance. From time to time we anticipate that employees of our landscaping business will also provide additional labor to plant and harvest the trees. Two to four farm hands will also help with pruning and general maintenance of the farm on a daily basis.

We understand that under the zoning code, a contractor shop and/or construction-related business may not be operated and have its equipment stored on this site. However, neither Alex's Lawn and Turf nor DreamScapes Landscaping & Design are contractor shops or construction-related businesses. Section 1007.001 of the Municipal Codes defines "construction" as "[t]he erection, alteration or extension of a structure." The zoning code does not define "contractor's shops." Alex's Lawn and Turf and DreamScapes provide a variety of landscaping services, including sale and/or installation of trees, shrubs, and other plants, that do not involve the erection, alteration, or extension of a structure.

We also understand that "Operation, parking, or storage of motor vehicles, equipment and machinery which are incidental and customary to permitted or conditional uses allowed in this district" is permitted as an accessory use under § 1007.100(6)(h). Vehicles, equipment, and machinery incidental and customary to the operation of a commercial nursery may be stored on the property from time to time.

We hope this information is sufficient for your purposes, but please do not hesitate to contact us with any additional questions.



Sincerely,

*Alex J. Shuda*

Alex Shuda



**CITY COUNCIL  
REGULAR MEETING STAFF REPORT  
AGENDA ITEM 6B**

**STAFF ORIGINATOR:** Katie Larsen, City Planner

**MEETING DATE:** February 10, 2025

**TOPIC:** 416 Lilac Street (BRF Enterprises, LLC)

- i. Consider Resolution No. 25-13 Approving Conditional Use Permit for Automobile Repair-Major and Minor
- ii. Consider Resolution No. 25-14 Approving Conditional Use Permit for Outdoor Storage

**VOTE REQUIRED:** Simple Majority

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**REVIEW SCHEDULE**

Complete Application Date:	December 10, 2024
60-Day Deadline:	February 8, 2025
Environmental Board Meeting:	January 29, 2025
Park Board Meeting:	N/A
Planning & Zoning Board Meeting:	January 8, 2025
City Council Work Session:	February 3, 2025
City Council Meeting:	February 10, 2025

**INTRODUCTION**

The applicant, BRF Enterprises, LLC, is proposing to operate an automotive collision/repair shop and towing/recovery company at 416 Lilac Street.

The Land Use Application is for the following:

- Conditional Use Permit
  - Automobile Repair-Major and Minor
- Conditional Use Permit
  - Outdoor Storage
- Site and Building Plan Review

This staff report is based on the followings plan sets:



- ALTA/NSPS Land Title Survey prepared by E.G. Rud & Sons, Inc. dated October 29, 2024
- Civil Plan Set prepared by Plowe Engineering, Inc. dated December 6, 2024
- Architectural Plan Set prepared by Lampert Architects dated December 5, 2024
- Landscape Plan Set prepared by Lampert Architects dated December 5, 2024
- Photometric Plan prepared by Luma Sales Associates dated December 5, 2024
- Stormwater Drainage Report prepared by Plowe Engineering, Inc. dated December 6, 2024
- Soil Borings prepared by Haugo GeoTechnical Services, LLC. dated November 27, 2024

## **BACKGROUND**

BRF Enterprises, LLC is owned by Brandon Fuhr. He plans to operate a professional automotive collision/repair shop and a towing/recovery company at 416 Lilac Street. The existing building will be renovated and outdoor storage area hard surfaced and fenced. See attached narrative for additional project details.

### **Existing Site Conditions**

The existing site is 1.07 acres. The existing building was constructed in 1985. The rear yard area is gravel surface. The site is relatively flat with elevations ranging from 898 to 902 ft. Per the Stormwater Drainage Report, USDA Web Soil Survey indicates Isanti fine sandy loam and Soderville fine sand soils dominate the site.

### **Zoning and Land Use**

The property is zoned GI, General Industrial and allows for automobile repair-major and minor and outdoor storage with conditional use permits.

<b>Current Zoning</b>	GI, General Industrial
<b>Current Land Use</b>	Industrial
<b>Future Land Use per CP</b>	Industrial
<b>Utility Staging Area</b>	1A=2018-2025

### **Surrounding Zoning and Land Use**

<b>Direction</b>	<b>Zoning</b>	<b>Current Land Use</b>	<b>Future Land Use</b>
North	GI, General Industrial	Industrial	Industrial
East	GI, General Industrial	Industrial	Industrial



South	GI, General Industrial	Industrial	Industrial
West	GI, General Industrial	Vacant Industrial	Industrial

## **ANALYSIS**

### **Site and Building Plan Review**

#### *Site Plan*

The site plan shows the existing building (3,286 sf first floor and 860 sf second floor), existing parking lot, new stormwater pond, new bituminous pavement for the outdoor storage area and a 10ft tall maintenance free screen fence.

#### *Setbacks*

Since the building is existing, setback analysis will only apply to the parking lot and outdoor storage area. Per City Code Section 1007.141(9):

(h) Outdoor storage (not outdoor sales lots) as an accessory use provided that:

1. The designated storage area shall comply with all building setback requirements for the district. Outdoor storage is prohibited between the principal structure and any public right-of-way.

	<b>GI Requirements</b>	<b>Outdoor Storage Area</b>
<b>Building Setback</b>		
<b><i>-From Streets</i></b>		
--Local or Minor Collector Street	NA	NA
--Major Collector (Lilac Street)	50 ft	104 ft
--Parking Lot	15 ft	25 ft
<b><i>-Rear</i></b>		
--Principal	15 ft	15 ft
--Accessory	10 ft	NA
--Parking Lot	5 ft	196 ft
<b><i>-Side (west)</i></b>		



--Principal	10 ft	10 ft
--Accessory	10 ft	NA
--Parking Lot	10 ft	16 ft
<b>-Side (east)</b>		
--Principal	10 ft	10 ft
--Accessory	10 ft	NA
--Parking Lot	10 ft	68 ft

Setback requirements for the parking lot and outdoor storage area are met.

#### *Architectural Plans and Exterior Building Materials*

The only exterior building changes will be adding vent piping for the paint booth area and the construction of an additional overhead garage door near the existing two (2) overhead doors on the south side of the building. The existing standing seam metal roof and lap siding will remain on the building. Exterior building material performance standards are met.

The trash and recycling enclosure will be located within the 10ft tall maintenance free screen fenced area as allowed per City Code Section 1007.045. Trash enclosure performance standards are met.

The building shall meet building and fire code for fire suppression.

#### *Outdoor Lighting*

A photometric plan was submitted showing six (6) new light fixtures. The foot candle measurements are < 0.4 at the property lines. Light fixtures are down lit. Lighting performance standards are met.

#### *Off-Street Parking Requirements*

Per City Code Section 1007.052(6):

- Auto repair requires 4 spaces plus 2 spaces per service bay.
  - Three (3) service bays are proposed which requires 10 parking spaces
    - $4 + (2 \times 3) = 10$
- Office space requires 1 space for each 200 square feet of floor area.
  - The site plan indicates 1,720sf of office which requires 9 parking spaces
    - $1720/200 = 8.6 = 9$
- Total number of required parking spaces is 19.



The site plan provides 7 parking stalls with 1 being ADA compliant as well as 12 proof of parking spaces within the outdoor storage area for a total of 19. Per City Code Section 1007.052(7)(b): In no case shall the amount of off-street parking provided be less than one-half of the amount of parking required by ordinance. Per City Code Section 1007.141(9)(h): The storage area does not take up parking space or loading space as required for conformity to this chapter and is not located in the front yard.

Parking requirements are not met. Parking requirements shall be met without the need for deferred parking and cannot be located within outdoor storage area.

#### *Grading Plan and Stormwater Management*

Per City Engineer Memo dated December 20, 2024, stormwater management for the 416 Lilac Street site consists of constructing a new sedimentation basin on the northwest corner of the site.

<b>Pre- and Post- Development Discharge Rates (cfs)</b>				
<b>Condition</b>	<b>2-Year</b>	<b>10-Year</b>	<b>100-Year</b>	<b>10-Day Snowmelt</b>
Existing	3.96	6.14	10.23	Not required
Proposed	3.14	5.12	9.56	Not required

The stormwater management plan does not meet City requirements and shall be revised.

#### *Public Utilities*

The existing building is municipally served by a 12" DIP watermain and a 8" PVC sanitary sewer located along Lilac Street.

#### **Screening, Landscaping, Buffer Yards and Tree Preservation**

The Environmental Coordinator and Environmental Board will review the application at the January 29, 2025 Environmental Board meeting.

#### *Canopy Cover*

Canopy cover requirements do not apply to outdoor storage areas.

#### *Foundation Landscaping*

Since this is an existing building, foundation landscaping requirements do not apply.



### *Open Areas Landscape Standards*

Open areas landscape standards apply to stormwater management ponds.

### *Buffer and Screen Standards*

Outdoor storage yards require a minimum 10ft tall wall or fence of permanent materials and planting and provide shrub cover for 50% of the wall or fence on the exterior side. At its discretion, the City Council may approve a modification or waiver from these standards where the affected lot line adjoins another industrial property.

A new 10ft tall maintenance free screen fence is proposed around the entire perimeter of the outdoor storage area. Shrub cover is provided for 50% of the west and south lot line fencing.

Buffers and screen standards appear to have been met but will be further reviewed by the Environmental Coordinator and Board.

### *Boulevard Tree Standards*

Boulevard tree standards do not apply to industrial properties.

### *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.

### *Tree Preservation and Mitigation Standards*

Tree preservation and mitigation standards will be reviewed by the Environmental Coordinator and Board.

### **Signage**

A Sign Permit Application and sign plans shall be submitted for any wall or ground mount signage.

### **Impervious Surface Coverage**

The GI, General Industrial zoning district allows for 75% impervious surface coverage. Per Sheet A1, Site Plan:

Impervious Surface Coverage	
Total Lot Size	46,495 sf



Proposed Impervious	30,274 sf
Total Impervious %	65.1%

Impervious surface requirements are met.

### **Traffic Study**

A traffic study is not required. Lilac Street is a major collector road and is capable of handling the traffic volume proposed by the industrial development. This is an existing industrial site.

### **Public Land Dedication**

Park land dedication and/or fees are not required. This is an existing lot of record and is not being subdivided.

### **EQB Environmental Review**

An environmental assessment review is not required for the proposed industrial development.

### **Wetlands**

There are no wetlands located on site.

### **Shoreland District**

The parcel is not located within the Shoreland District.

### **Floodplain**

There are no floodplains located on site.

### **Comprehensive Plan**

The proposed industrial development is consistent with the goals and policies of the comprehensive plan regarding land use, housing, economic development, transportation, local water management plan, sanitary sewer, water supply and parks, greenway and trails.

### *Land Use Plan*

Per the 2040 Comprehensive Plan, the parcel is guided industrial. The proposed automobile repair and outdoor storage development is consistent with the Comprehensive Plan for industrial use.



The site is in Planning District 2 and is guided for industrial development. There are no specific planning recommendations for this site.

#### *Housing Plan*

The goals and policies of Housing Plan are not negatively impacted by the industrial development.

#### *Economic Development*

The industrial development supports the City's economic development plan.

#### *Transportation Plan*

A goal of the transportation plan is to ensure that streets are as safe as possible. Lilac Street is a major collector road and is capable of handling the traffic volume proposed by the industrial development. This is an existing industrial site.

#### *Local Water Management Plan*

The purpose of the water management program is to protect, preserve, and use natural surface and groundwater storage and retention systems and prevent erosion of soil into surface water systems.

The industrial development will construct stormwater management BMP's such as erosion & sediment control and stormwater ponds.

#### *Sanitary Sewer Plan*

The goal of the sanitary sewer plan is to maintain the city's residents and businesses with an affordable and safe sanitary sewer system.

The existing industrial building is connected to the municipal sanitary sewer system.

#### *Water Supply Plan*

A goal of the water supply plan is to provide residents and businesses with affordable potable water that is safe and of high quality for daily consumption and fire demand.

The existing industrial building is connected to the municipal water supply system.

#### *Parks, Greenways and Trails*



A goals and policies of the parks, greenways and trails plan are not negatively impacted by the proposed industrial development.

### **Additional City and Government Agency Review Comments**

#### *Anoka County Highway Department*

The Anoka County Highway Department did not review the development because Lilac Street is a local street.

#### *City Engineer*

The City Engineer provided comments per the attached memo.

#### *Public Safety Comments*

The Fire and Police Divisions had no issues that needed to be addressed.

#### *Planning & Zoning Board*

The Planning & Zoning Board held a public hearing on January 8, 2025. There were no public comments. The Board recommended approval with a 6-0 vote with the following revision:

- i. Motor vehicles not currently licensed by the state, or that because of mechanical deficiency are incapable of movement under their own power, shall not be parked or stored outside for a period in excess of ~~30~~ 90 days.

#### *Environmental Board*

The Environmental Board reviewed the project on January 29, 2025 and recommended approval with the conditions noted in the attached memo.

### **Agreements**

#### *Storm Water Maintenance Agreement*

The stormwater facilities will be privately maintained and a Declaration for Maintenance of Stormwater Facilities will be required.

#### *Site Improvement Performance Agreement*

A Site Improvement Performance Agreement is required.

### **Findings of Fact-Conditional Use Permits**



The findings of fact are detailed in the attached resolutions.

### **RECOMMENDATION**

Staff and Boards recommend approval of the conditional use permits for 416 Lilac Street.

### **ATTACHMENTS**

1. Site Location Map
2. Applicant Narrative
3. ALTA/NSPS Land Title Survey
4. Civil Plan Set
5. Architectural Plan Set
6. Landscape Plan Set
7. City Engineer letter dated December 20, 2024
8. Environmental Coordinator memo dated January 29, 2025
9. Resolution No. 25-13 Conditional Use Permit for Auto Repair
10. Resolution No. 25-14 Conditional Use Permit for Outdoor Storage



416 Lilac Street



1 in = 100 Ft

Address Labels



Parcels



**Proposed Development Plan**  
**BRF Enterprises, LLC**  
**Building located at 416 Lilac St, Lino Lakes, MN**

BRF Enterprises, LLC is owned by Brandon Fuhr. His plan is to open a professional automotive collision/repair shop and a towing/recovery company from this location. He will be updating the building with 3 phase power. He will be installing a paint booth/mixing room inside with an additional overhead garage door and moving two interior doors. On the exterior he will be removing gravel to meet setback requirements and installing new outdoor lighting, a new maintenance-free privacy fence and asphalt parking lot. He will be adding additional trees and plants to meet code, and he will be adding a pond for surface water control.

Garbage and recycling features will be contained within the fenced area and will be screened.

There is an existing well that is to remain and used for irrigation only.

The only exterior building changes will be adding vent piping for the paint area and the construction of an overhead garage door .

This area includes manufacturing and heavy industrial businesses as well as a government facility. He plans to create a professional business that fits in with the surrounding businesses and offers services that the community can utilize.



# ALTA/NSPS LAND TITLE SURVEY

~for~ **FUHR ENTERPRISES, INC.**  
~of~ **416 LILAC STREET**  
**LINO LAKES, MN 55014**

## CERTIFICATION

I hereby certify to Michael Fuhr; Premier Bank, its successors and/or assigns, as their interests may appear; Land Title, Inc.; and to Stewart Title Guaranty Company, that this is a survey of:

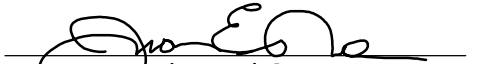
Lot 5, Block 1, LINO INDUSTRIAL PARK, according to the recorded plat thereof, Anoka County, Minnesota.

and is based upon information found in the commitment for title insurance prepared by Land Title, Inc., as agent for Stewart Title Guaranty Company, Commitment No. 703515, dated effective October 4, 2024 at 7:00 A.M., and that all easements, if any, listed in Schedule B-II on the herein referenced commitment for title insurance, are shown hereon; and that this map or plat and the survey on which it is based were made (i) in accordance with "Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys," jointly established and adopted by ALTA and NSPS in 2021, and (ii) pursuant to the Accuracy Standards as adopted by ALTA and NSPS and in effect on the date of this certification, the undersigned further certifies that in my professional opinion, as a land surveyor licensed in the State of Minnesota, the Relative Positional Accuracy of this survey does not exceed that which is specified therein and includes Items 1, 2, 3, 4, 5, 6, 7(a), 7(b)(1), 8, 9, 10, 11(a) and 13 of Table A thereof. The field work was completed on October 18, 2024.

I further certify that this survey was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Date: October 29, 2024

E.G. Rud & Sons, Inc.

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

## GENERAL NOTES

- Fee ownership is vested in Lilac Street, LLC, a Delaware limited liability company. Parcel ID Number: 17-31-22-22-0006.
- Address of the surveyed premises: 416 Lilac Street, Lino Lakes, MN 55014.
- Bearings shown hereon are based on the Anoka County Coordinate System.
- 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 Community No. 270015 Panel No. 0365 Suffix E by the Federal Emergency Management Agency, effective date December 16, 2015.
- Boundary area of the surveyed premises: 46,495 sq. ft. (1.07 acres).
- A zoning endorsement letter was not furnished to the surveyor. A search of the City of Lino Lakes' website indicates that the surveyed premises shown on this survey is currently zoned GI (General Industrial District). Under the applicable zoning regulations, the current setbacks are:

Building: Front = 50 feet  
Side = 10 feet  
Rear = 15 feet

Parking: Front = 15 feet  
Side = 10 feet  
Rear = 5 feet

For additional information contact the Planning Department at the City of Lino Lakes at (651) 982-2426.

- There are no marked or striped parking areas onsite.
- The surveyed premises has direct access to Lilac Street, a public street.
- Location of utilities existing on or serving the surveyed property determined by:
  - Observed evidence collected pursuant to Section 5.E.iv.
  - Record drawings provided by the City of Lino Lakes' engineering department.Excavations were not made during the process of this survey to locate underground utilities and/or structures. The location of underground utilities and/or structures may vary from locations shown hereon and additional underground utilities and/or structures may be encountered. Contact Gopher State One Call Notification Center at (651) 454-0002 for verification of utility type and field location, prior to excavation.
- Subsurface and environmental conditions were not examined or considered during the process of this survey. No statement is made concerning the existence of underground or overhead containers or facilities that may affect the use or development of the surveyed premises.
- Stewart Title Guaranty Company, Commitment No. 703515, Schedule B-II Survey Related Exceptions:
  - Item 3) Encroachments, overlaps, boundary line disputes, or other matters which would be disclosed by an accurate survey and inspection of the Land. (Surveyor's note: There is a fence that crosses the east lot line as shown.)
  - Item 4) Easements, or claims of easements, not shown on the Public Records. (Surveyor's note: Surveyor is unaware of any additional easements.)
  - Item 13) Drainage and utility easements as shown on the recorded plat of LINO INDUSTRIAL PARK. (Surveyor's Note: Easements are shown hereon.)



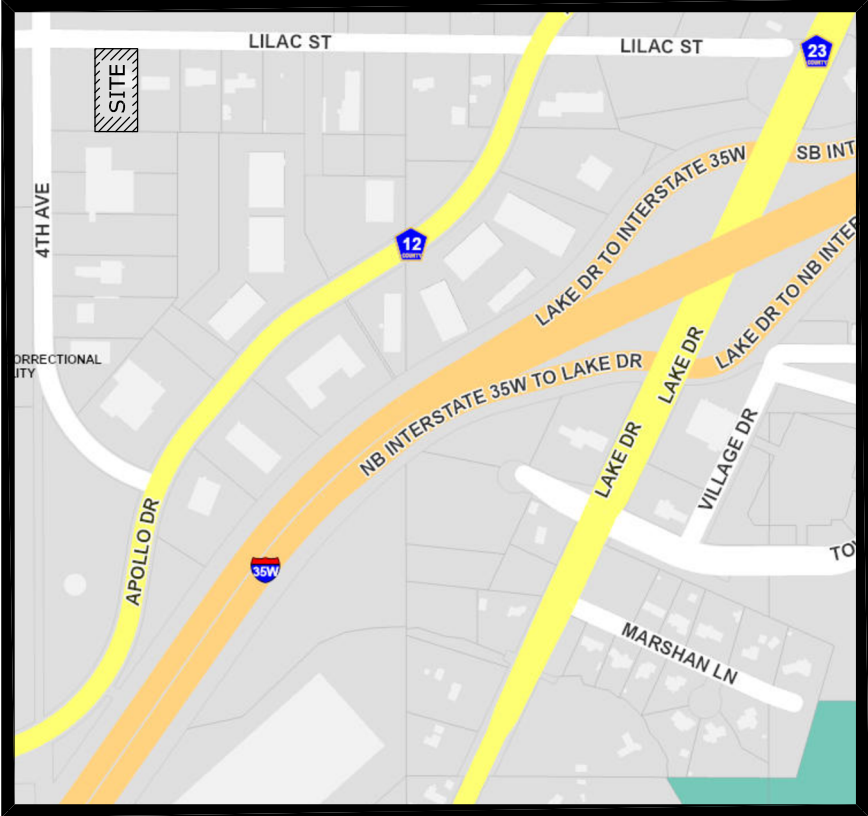
**E. G. RUD & SONS, INC.**  
Professional Land Surveyors  
6776 Lake Drive NE, Suite 110  
Lino Lakes, MN 55014  
Tel. (651) 361-8200 Fax (651) 361-8701

www.egrud.com



## VICINITY MAP

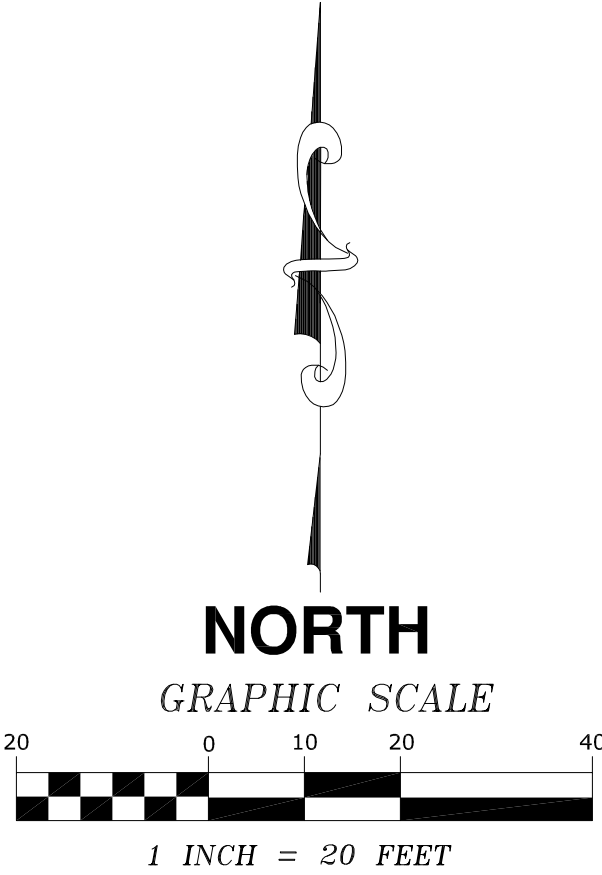
PART OF SEC. 17, TWP. 31, RNG. 22



CITY OF LINO LAKES  
ANOKA COUNTY, MINNESOTA  
(NO SCALE)

## LEGEND

- DENOTES IRON MONUMENT FOUND AS LABELED
- ☐ DENOTES FIBER OPTIC BOX
- ☐ DENOTES GAS METER
- ☐ DENOTES TELEPHONE PEDESTAL
- ☐ DENOTES ELECTRIC METER
- ☐ DENOTES POWER POLE
- ☐ DENOTES HYDRANT
- ☐ DENOTES WATER VALVE
- ☐ DENOTES WELL
- ☐ DENOTES MAILBOX
- ☐ DENOTES EXISTING SPOT ELEVATION
- ☐ DENOTES EXISTING CONTOURS
- ☐ DENOTES OVERHEAD UTILITY
- ☐ DENOTES FENCE
- ☐ DENOTES CULVERT
- ☐ DENOTES BITUMINOUS SURFACE
- ☐ DENOTES CONCRETE SURFACE
- ☐ DENOTES GRAVEL SURFACE
- ☐ DENOTES EXISTING SANITARY SEWER
- ☐ DENOTES EXISTING WATER MAIN
- ☐ DENOTES UNDERGROUND GAS LINE
- ☐ DENOTES UNDERGROUND TELEPHONE LINE
- ☐ DENOTES ADJACENT PARCEL OWNER INFORMATION (PER ANOKA COUNTY TAX INFORMATION)
- ☐ DENOTES SCHEDULE B-II EXCEPTION NO.



## BENCHMARK

MNDOT GEODETIC STATION NO. 101671  
STATION NAME: SUPER  
ELEVATION = 919.31 (NAVD 88 DATUM)

DRAWN BY: BAB	JOB NO: 241176AB	DATE: 10/29/2024
CHECK BY: JER	FIELD CREW: RW/MR	
1		
2		
3		
NO.	DATE	DESCRIPTION
		BY



1. THE INFORMATION SHOWN ON THESE DRAWINGS CONCERNING TYPE AND LOCATION OF EXISTING UTILITIES IS NOT GUARANTEED TO BE ACCURATE OR ALL INCLUSIVE. THE CONTRACTOR IS RESPONSIBLE FOR MAKING HIS OWN DETERMINATION AS TO TYPE AND LOCATION OF UTILITIES AS NECESSARY TO AVOID DAMAGE TO THESE UTILITIES.
2. CALL A COTHER STATE ONE CALL AT LEAST 48 HOURS PRIOR TO ANY EXCAVATIONS FOR EXISTING UTILITIES LOCATIONS.
3. THE CONTRACTOR SHALL FIELD VERIFY SIZE, ELEVATION, AND LOCATION OF EXISTING UTILITIES AND NOTIFY ENGINEER OF ANY DISCREPANCIES PRIOR TO THE START OF INSTALLATIONS.
4. ALL UTILITY AND STREET INSTALLATIONS SHALL CONFORM TO THE CITY STANDARD SPECIFICATIONS AND DETAIL PLATES.
5. ALL WORK SHALL BE PERFORMED DURING CITY APPROVED WORKING HOURS.
6. PARKING, EQUIPMENT STORAGE OR MATERIAL STORAGE SHALL NOT BE ALLOWED ON PUBLIC STREETS OR WITHIN PUBLIC RIGHT-OF-WAY.
7. NOTIFY CITY A MINIMUM OF 48 HOURS PRIOR TO THE COMMENCEMENT OF CONSTRUCTION.
8. ALL ELEPHONE, AND GAS EXTENSIONS INCLUDING SERVICE LINES SHALL BE CONSTRUCTED TO THE APPROPRIATE UTILITY COMPANY SPECIFICATIONS. ALL UTILITY DISCONNECTIONS SHALL BE COORDINATED WITH THE APPROPRIATE UTILITY COMPANY.
9. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING AND MAINTAINING TRAFFIC CONTROL, SUCH AS BARRICADES, WARNING SIGNS, DIRECTIONAL SIGNS, FLAGMEN AND LIGHTS, AS NECESSARY TO CONTROL THE MOVEMENT OF TRAFFIC.

ITEM	MNDOT SPECIFICATION/NOTES
SOD	3878
SEED **	3876
* FOR TURF ESTABLISHMENT COMMERCIAL TURF RESIDENTIAL TURF	MNDOT MIX 25-131 (220 LBS/ACRE) MNDOT MIX 25-131 (120 LBS/ACRE)
MULCH	3882 (TYPE 1 - DISC ANCHORED)
FERTILIZER	3881
WOOD FIBER BLANKET	3885 (CATEGORY 2)

\*\* SEEDED AREAS SHALL BE EITHER MULCHED OR COVERED BY BIODEGRADABLE, NON-FIXED JOINT FIBROUS BLANKETS TO PROTECT SEEDS AND LIMIT EROSION.

ALL EROSION AND SEDIMENT CONTROL MEASURES SHOWN ON THE PLANS OR  
IMPLEMENTED IN THE FIELD SHALL BE IN ACCORDANCE WITH THE CITY REQUIREMENTS.

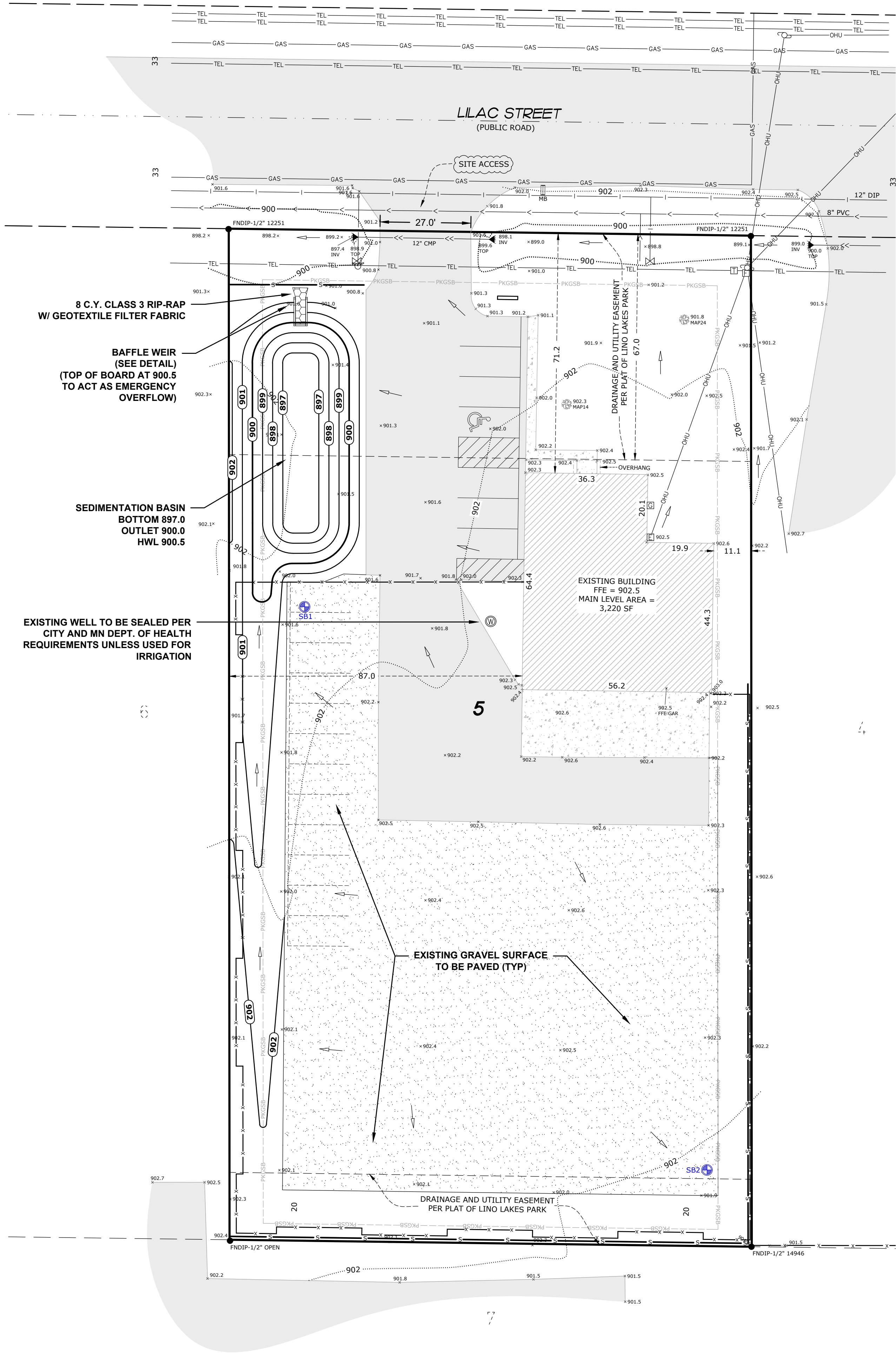
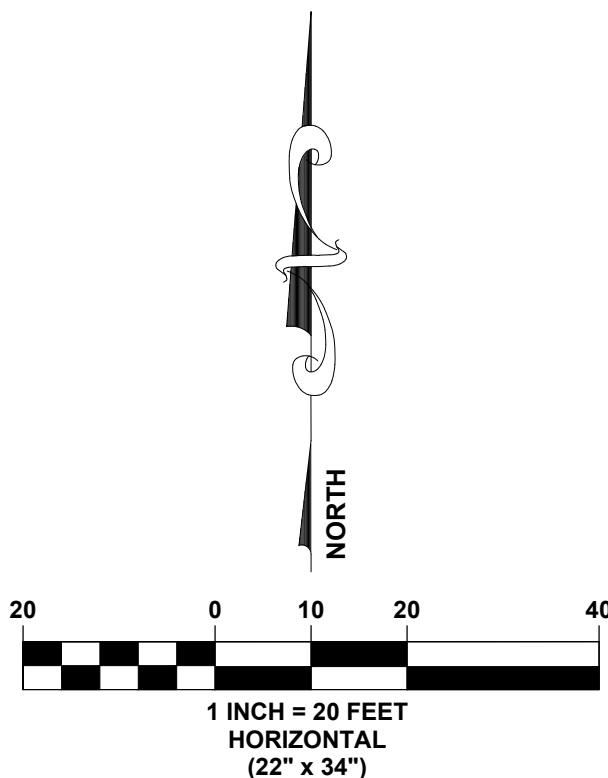
1. INSTALL STABILIZED CONSTRUCTION ENTRANCE.
2. PROVIDE TEMPORARY PARKING AND STORAGE AREA.
3. INSTALL SILT FENCE AS SHOWN ON PLAN.
  - 3.1. ADDITIONAL SILT FENCE MAY BE NECESSARY IF LOCAL CONDITIONS REQUIRE.
  - 3.2. THE CONTRACTOR SHALL MAINTAIN SILT FENCE, INCLUDING THE REMOVAL OF ACCUMULATED SEDIMENT, THROUGH COMPLETION OF BUILDING CONSTRUCTION.
  - 3.3. SILT FENCE SHALL REMAIN IN-PLACE UNTIL SITE HAS BEEN STABILIZED.
  - 3.4. CONTRACTOR TO PROVIDE ADDITIONAL SILT FENCE, BIOROLLS, EROSION CONTROL BLANKET, OR OTHER APPROVED EQUAL FOR ANY SLOPES THAT APPEAR TO BE FAILING. (**NOTE: EROSION CONTROL BLANKET MUST HAVE NON-FIXED JOINTS AND BE FULLY BIODEGRADABLE; ANY BLANKET NETTING MUST BE LOOSE-WEAVE.**)
4. INSTALL INLET PROTECTION FOR ALL EXISTING STORM SEWER STRUCTURES (AS APPLICABLE).
5. PROVIDE TREE PROTECTION FENCING IN ACCORDANCE WITH CITY TREE PROTECTION FENCE DETAIL (GEN-27).
6. PERFORM SITE GRADING ON AN AREA-BY-AREA BASIS TO MINIMIZE UNSTABILIZED AREAS.
  - 6.1. CONTRACTOR MUST IMMEDIATELY INITIATE STABILIZATION OF EXPOSED SOIL AREAS, AND COMPLETE THE STABILIZATION WITHIN SEVEN (7) CALENDAR DAYS AFTER THE CONSTRUCTION ACTIVITY IN THAT PORTION OF THE SITE TEMPORARILY OR PERMANENTLY CEASES.
7. PAY SPECIAL ATTENTION TO ADJACENT PROPERTY LINES TO ENSURE THE EROSION CONTROL PRACTICES INPLACE IN THOSE AREAS PREVENT MIGRATION OF SEDIMENT ONTO ADJACENT PROPERTIES.
8. STABILIZE SOIL STOCKPILES; STABILIZATION SHALL BE INITIATED IMMEDIATELY.
9. FINAL GRADE SWALE AREAS UPON STABILIZATION OF UPSTREAM AREAS.
10. CONTRACTOR SHALL BE RESPONSIBLE TO SWEEP/SCRAPE ADJACENT STREETS WHEN MATERIALS OR DEBRIS HAVE WASHED/FLOWED ONTO ADJACENT STREETS OR AS DIRECTED BY CITY.

1. INSTALL RIP-RAP AT FLARED-END SECTIONS (AS APPLICABLE).
2. INSTALL TEMPORARY INLET PROTECTION FOR ALL STORM SEWER INLET STRUCTURES IN PAVING AREAS (AS APPLICABLE).
3. INSTALL UTILITIES INCLUDING SANITARY SEWER, WATER MAIN, STORM SEWER (AS APPLICABLE).
4. COMPLETE GRADING AND INSTALL SEED OR SOD IN DISTURBED PERVIOUS AREAS (PER LANDSCAPE PLAN).
5. REMOVE ALL TEMPORARY EROSION AND SEDIMENT CONTROL DEVICES ONLY AFTER SITE HAS BEEN STABILIZED.



	EXISTING OVERHEAD ELECTRIC		PROPOSED CONTOUR
	EXISTING UNDERGROUND GAS LINE		PROPOSED SPOT ELEVATION (GUTTERLINE, BITUMINOUS SURFACE, OR GROUND SURFACE UNLESS OTHERWISE INDICATED)
	EXISTING UNDERGROUND TELEPHONE		PROPOSED DIRECTION OF DRAINAGE
	EXISTING FIBER OPTIC BOX		PROPOSED SILT FENCE
	EXISTING TELEPHONE PEDESTAL		PROPOSED RIP-RAP
	EXISTING ELECTRICAL PEDESTAL		PROPOSED SOIL BORING LOCATIONS BY HAUGO GEOTECHNICAL SERVICES
	EXISTING CABLE PEDESTAL		
	EXISTING UTILITY POLE		
	EXISTING STORM SEWER		
	EXISTING WATER MAIN		
	EXISTING SANITARY SEWER		
	EXISTING FLARED-END SECTION		
	EXISTING GATE VALVE		
	EXISTING HYDRANT		
	EXISTING CONTOUR		
	EXISTING SPOT ELEVATION		
	EXISTING FENCE		
	EXISTING BITUMINOUS		
	EXISTING CONCRETE		
	EXISTING GRAVEL		

LOT AREA	= 46,425 SF
AREA OF DISTURBANCE	= 10,400 SF = 0.24 ACRES
TOTAL IMPERVIOUS	= 30,274 SF



**C1.1**

SHEET

**416 LILAC ST**  
LINO LAKES, MN

**GRADING, DRAINAGE & ESC PLAN**

**PREPARED FOR: BRF ENTERPRISES LLC**

**PRELIMINARY**

ADAM GINKEL

Date: 12.05.2024 License No. 43963

I hereby certify that this plan was prepared by me  
 I am duly licensed professional engineer under the laws of  
 the State of Minnesota.

NO.	DATE	DESCRIPTION
1		
2		
3		
4		
5		
6		
7		

**PLOWE ENGINEERING, INC.**  
8776 LAKE DRIVE  
LINO LAKES, MN 55014  
PHONE: (651) 954-9210  
FAX: (651) 391-4701

**DRAWN BY:**  
AG

**JOB NO.:**  
24-2179

**CHECK BY:**  
MGA

**DATE:**  
12/06/24

**SITE/PLANNING & ENGINEERING**



GENERAL NOTES

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— OHW —

— GAS —

— GAS —

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◀

⊗

⋯ 930 ⋯

⋯ 920.60 ⋯

— x —

EXISTING OVERHEAD ELECTRIC

EXISTING UNDERGROUND GAS LINE

EXISTING UNDERGROUND TELEPHONE

EXISTING FIBER OPTIC BOX

EXISTING TELEPHONE PEDESTAL

EXISTING ELECTRICAL PEDESTAL

EXISTING CABLE PEDESTAL

EXISTING UTILITY POLE

EXISTING STORM SEWER

EXISTING WATER MAIN

EXISTING SANITARY SEWER

EXISTING FLARED-END SECTION

EXISTING GATE VALVE

EXISTING HYDRANT

EXISTING CONTOUR

EXISTING SPOT ELEVATION

EXISTING FENCE

EXISTING BITUMINOUS

EXISTING CONCRETE

EXISTING GRAVEL

— 928 —

— 930 —

⊗ 920.60

←

— S —

+

PROPOSED CONTOUR

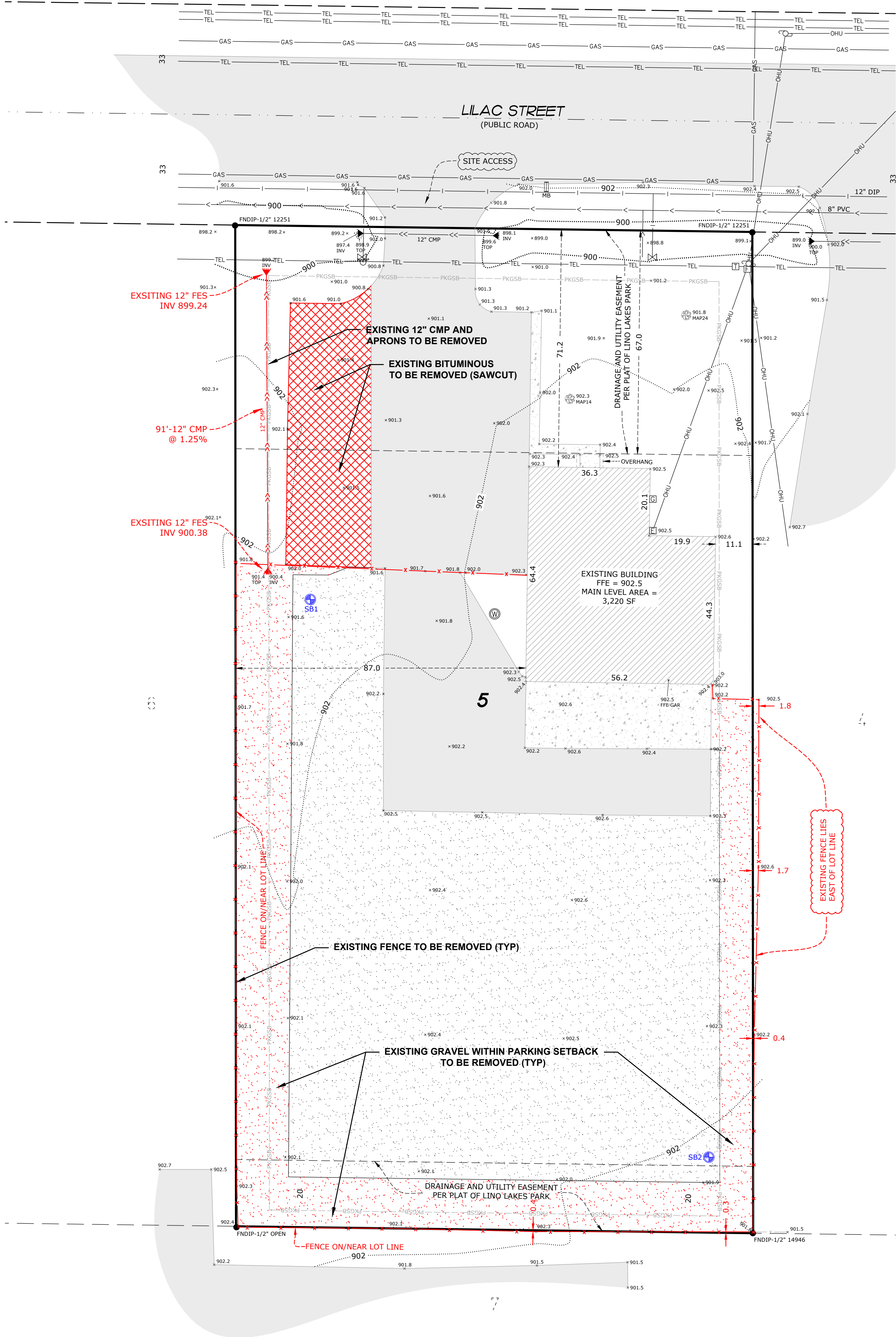
PROPOSED SPOT ELEVATION  
(GUTTERLINE, BITUMINOUS SURFACE, OR GROUND SURFACE UNLESS OTHERWISE INDICATED)

PROPOSED DIRECTION OF DRAINAGE

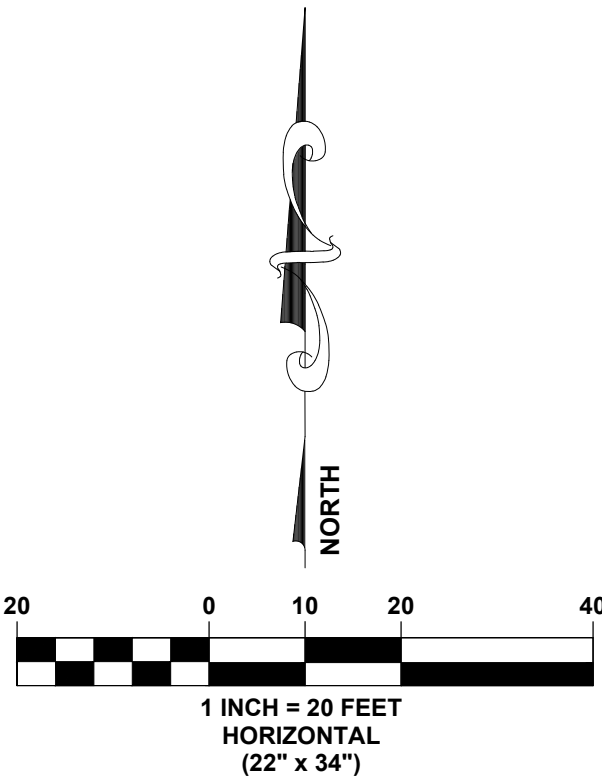
PROPOSED SILT FENCE

PROPOSED RIP-RAP

PROPOSED SOIL BORING LOCATIONS  
BY HAUGO GEOTECHNICAL SERVICES



Know what's below.  
Call before you dig.



PLOWE

ENGINEERING, INC.

8776 LAKE DRIVE

MINNETONKA, MN 55014

PHONE: (651) 361-8210

FAX: (651) 361-8701

SITE PLANNING & ENGINEERING

DRAWN BY:	AG
JOB NO.	24-2179
CHECK BY:	MOA
DATE:	12/06/24


1	2	3	4	5	6	7	8

416 LILAC ST

LINO LAKES, MN

REMOVALS PLAN

PREPARED FOR: BRF ENTERPRISES LLC

I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly licensed professional engineer under the laws of the State of Minnesota.

PRELIMINARY

ADAM GINKEL

Date: 12.06.2024 License No. 43963

SHEET

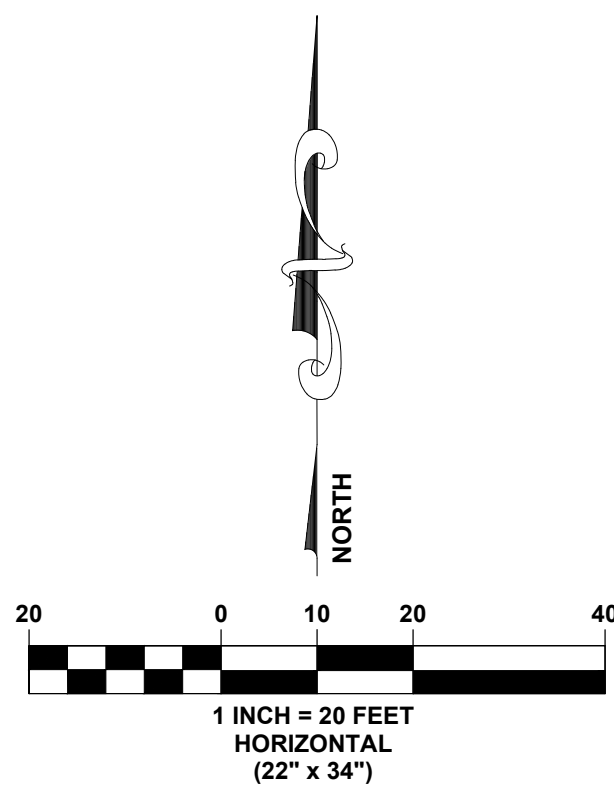
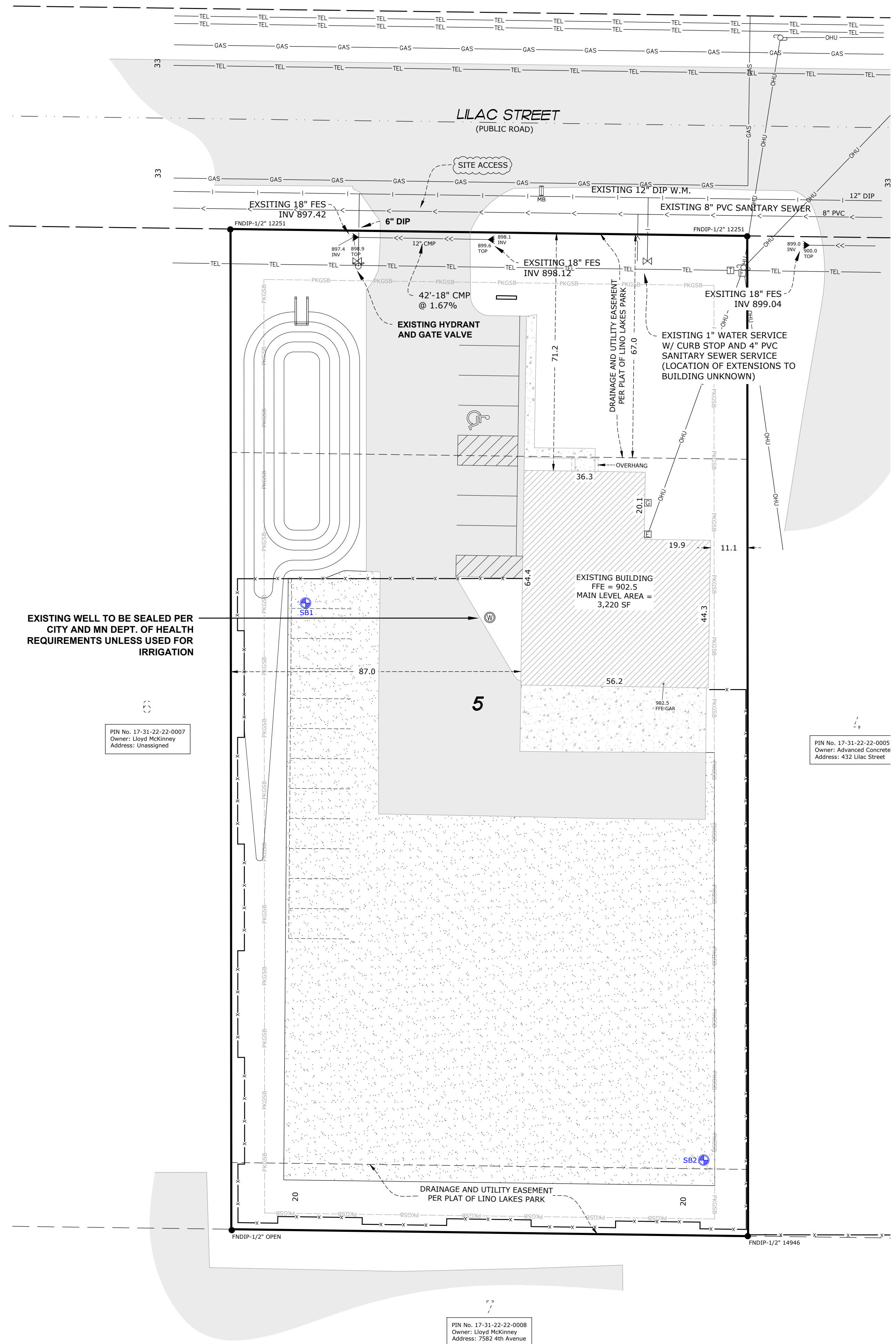
C1.2

24-2179



1. THE INFORMATION SHOWN ON THESE DRAWINGS CONCERNING TYPE AND LOCATION OF EXISTING UTILITIES IS NOT GUARANTEED TO BE ACCURATE OR ALL INCLUSIVE. THE CONTRACTOR IS RESPONSIBLE FOR MAKING HIS OWN DETERMINATION AS TO TYPE AND LOCATION OF UTILITIES AS NECESSARY TO AVOID DAMAGE TO THESE UTILITIES.
2. CALL Gopher State One Call at least 48 hours prior to any excavations for existing utilities locations.
3. THE CONTRACTOR SHALL FIELD VERIFY SIZE, ELEVATION, AND LOCATION OF EXISTING UTILITIES AND NOTIFY ENGINEER OF ANY DISCREPANCIES PRIOR TO THE START OF INSTALLATIONS.
4. ALL UTILITY AND STREET INSTALLATIONS SHALL CONFORM TO THE CITY STANDARD SPECIFICATIONS AND DETAIL PLATES.
5. ALL WORK SHALL BE PERFORMED DURING CITY APPROVED WORKING HOURS.
6. PARKING, EQUIPMENT STORAGE OR MATERIAL STORAGE SHALL NOT BE ALLOWED ON PUBLIC STREETS OR WITHIN PUBLIC RIGHT-OF-WAY.
7. NOTIFY CITY A MINIMUM OF 48 HOURS PRIOR TO THE COMMENCEMENT OF CONSTRUCTION.
8. ALL UTILITY, TELEPHONE, AND GAS EXTENSIONS INCLUDING SERVICE LINES SHALL BE CONSTRUCTED TO THE APPROPRIATE UTILITY COMPANY SPECIFICATIONS. ALL UTILITY DISCONNECTIONS SHALL BE COORDINATED WITH THE APPROPRIATE UTILITY COMPANY.
9. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING AND MAINTAINING TRAFFIC CONTROL, SUCH AS BARRICADES, WARNING SIGNS, DIRECTIONAL SIGNS, FLAGMEN AND LIGHTS, AS NECESSARY TO CONTROL THE MOVEMENT OF TRAFFIC.

	EXISTING OVERHEAD ELECTRIC		PROPOSED CONTOUR
	EXISTING UNDERGROUND GAS LINE		PROPOSED SPOT ELEVATION (GUTTERLINE, BITUMINOUS SURFACE, OR GROUND SURFACE UNLESS OTHERWISE INDICATED)
	EXISTING UNDERGROUND TELEPHONE		PROPOSED DIRECTION OF DRAINAGE
	EXISTING FIBER OPTIC BOX		PROPOSED SILT FENCE
	EXISTING TELEPHONE PEDESTAL		PROPOSED RIP-RAP
	EXISTING ELECTRICAL PEDESTAL		PROPOSED SOIL BORING LOCATIONS BY HAUGO GEOTECHNICAL SERVICES
	EXISTING CABLE PEDESTAL		
	EXISTING UTILITY POLE		
	EXISTING STORM SEWER		
	EXISTING WATER MAIN		
	EXISTING SANITARY SEWER		
	EXISTING FLARED-END SECTION		
	EXISTING GATE VALVE		
	EXISTING HYDRANT		
	EXISTING CONTOUR		
	EXISTING SPOT ELEVATION		
	EXISTING FENCE		
	EXISTING BITUMINOUS		
	EXISTING CONCRETE		
	EXISTING GRAVEL		

[illegible]

**416 LILAC ST**  
LINO LAKES, MN

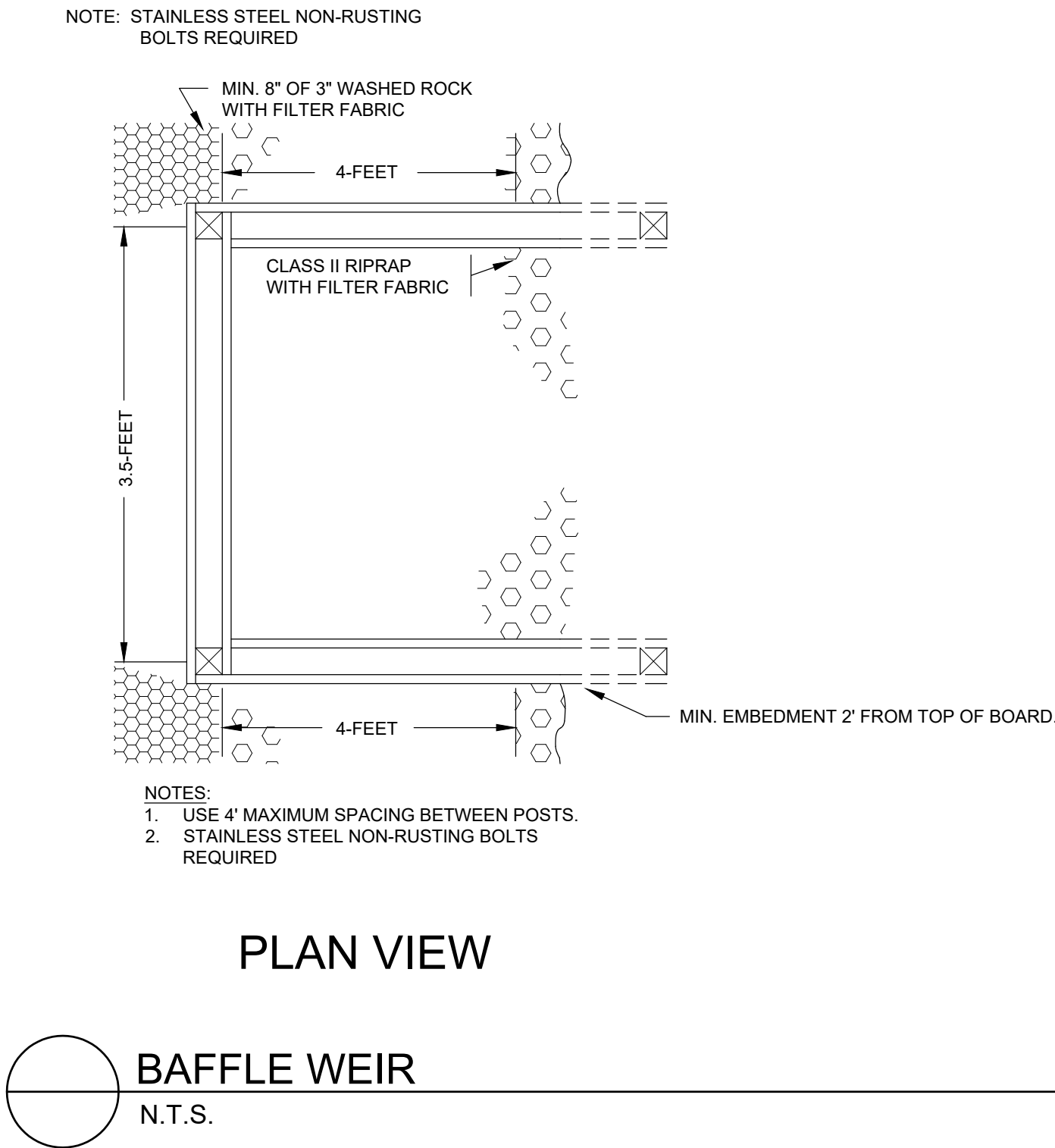
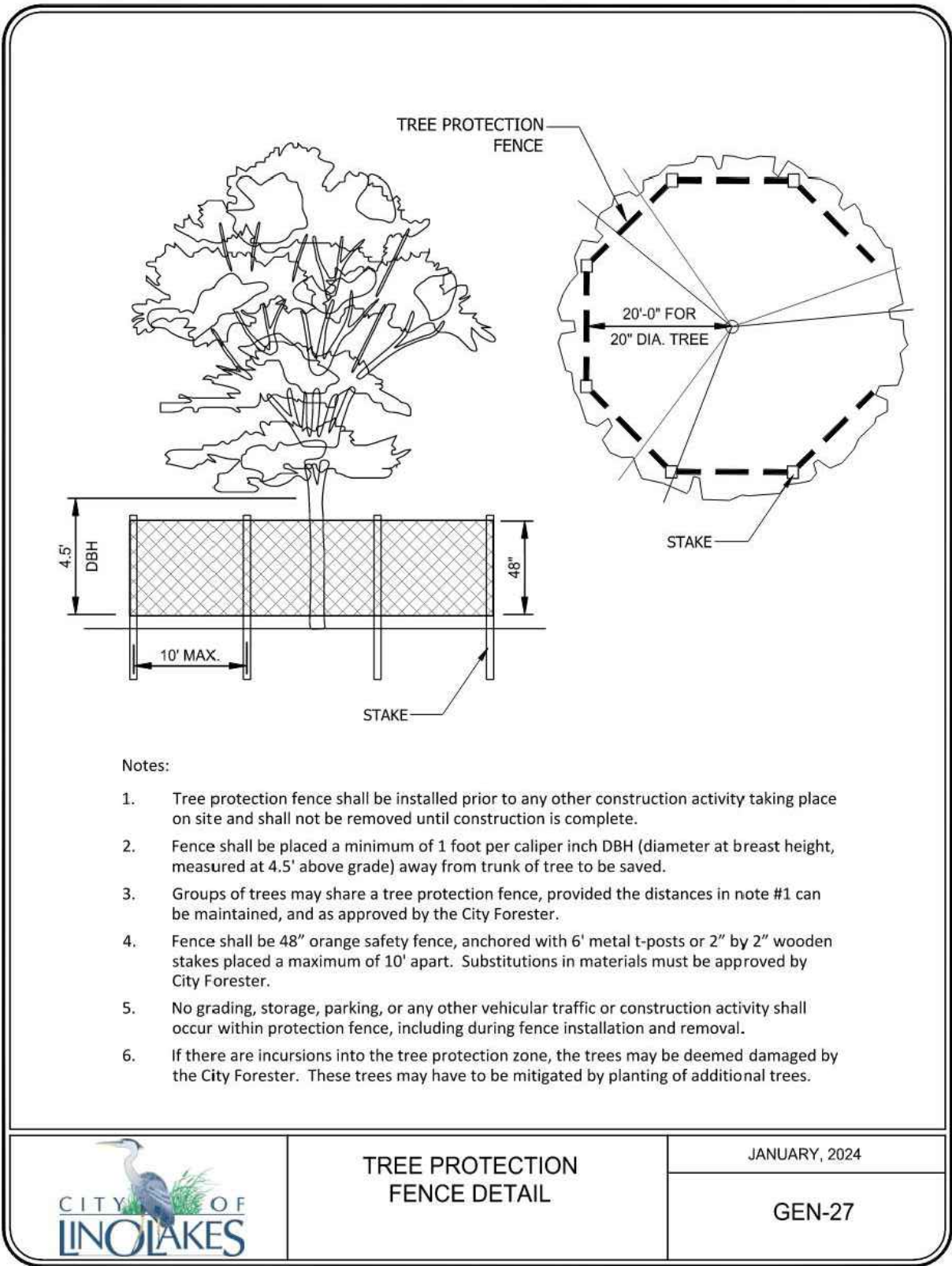
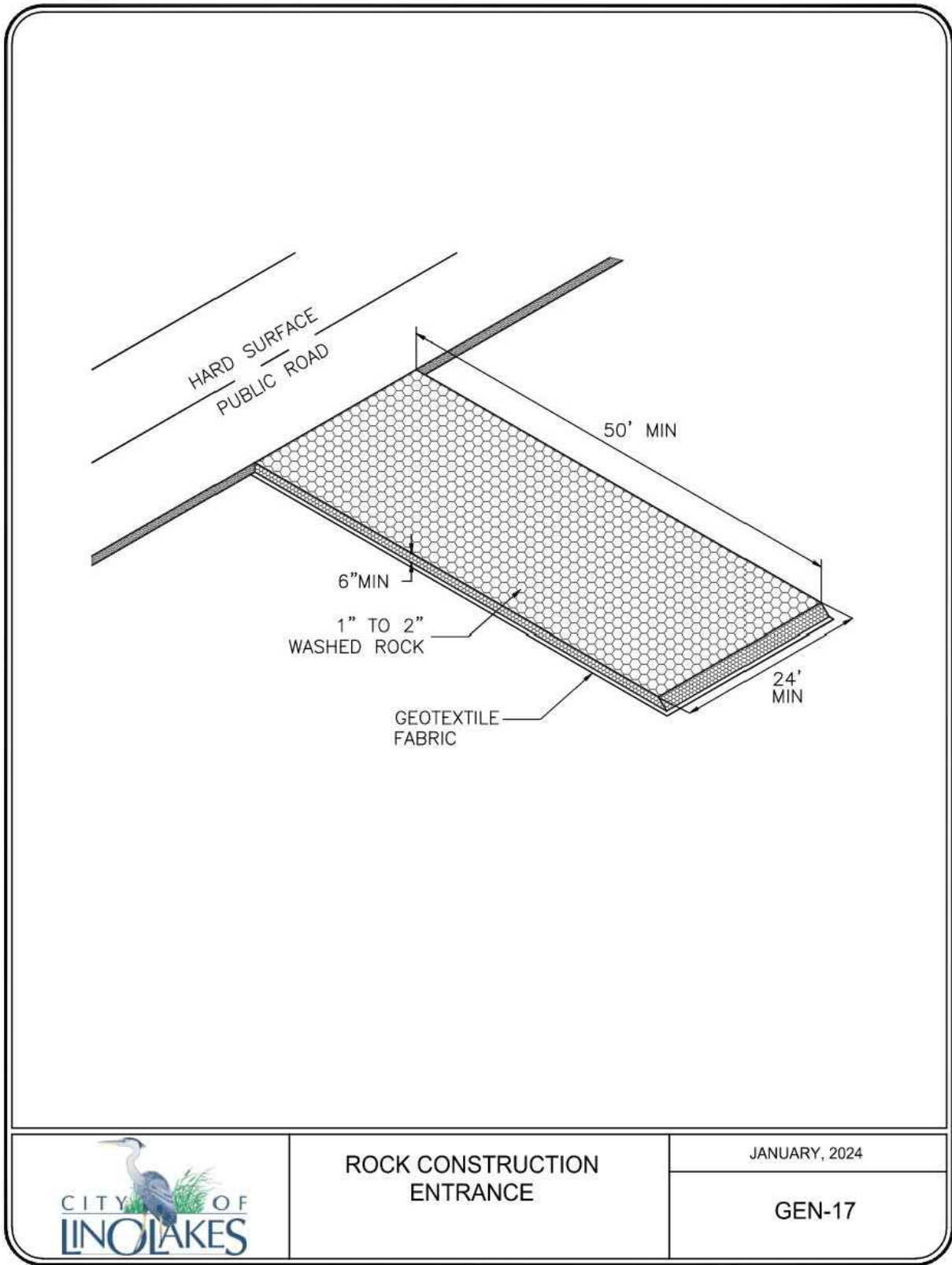
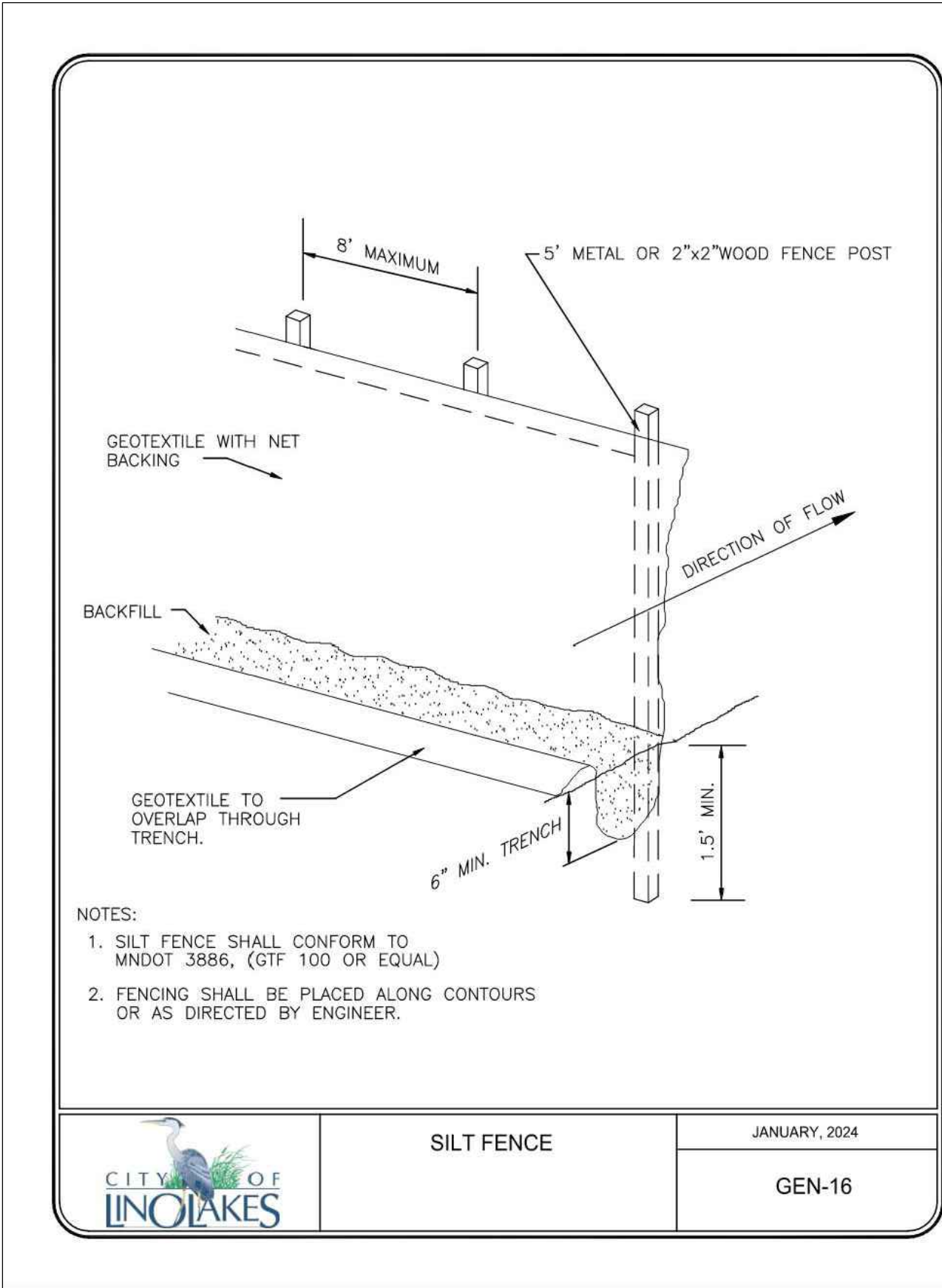
**UTILITY PLAN**

**PREPARED FOR: BRF ENTERPRISES**

SHEET

**C2.1**





NO.	DATE	DESCRIPTION
1		
2		
3		
4		
5		
6		
7		
8		

I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly licensed professional engineer under the laws of the State of Minnesota.

**PRELIMINARY**

ADAM GINKEL

Date: 12.06.2024 License No. 43963

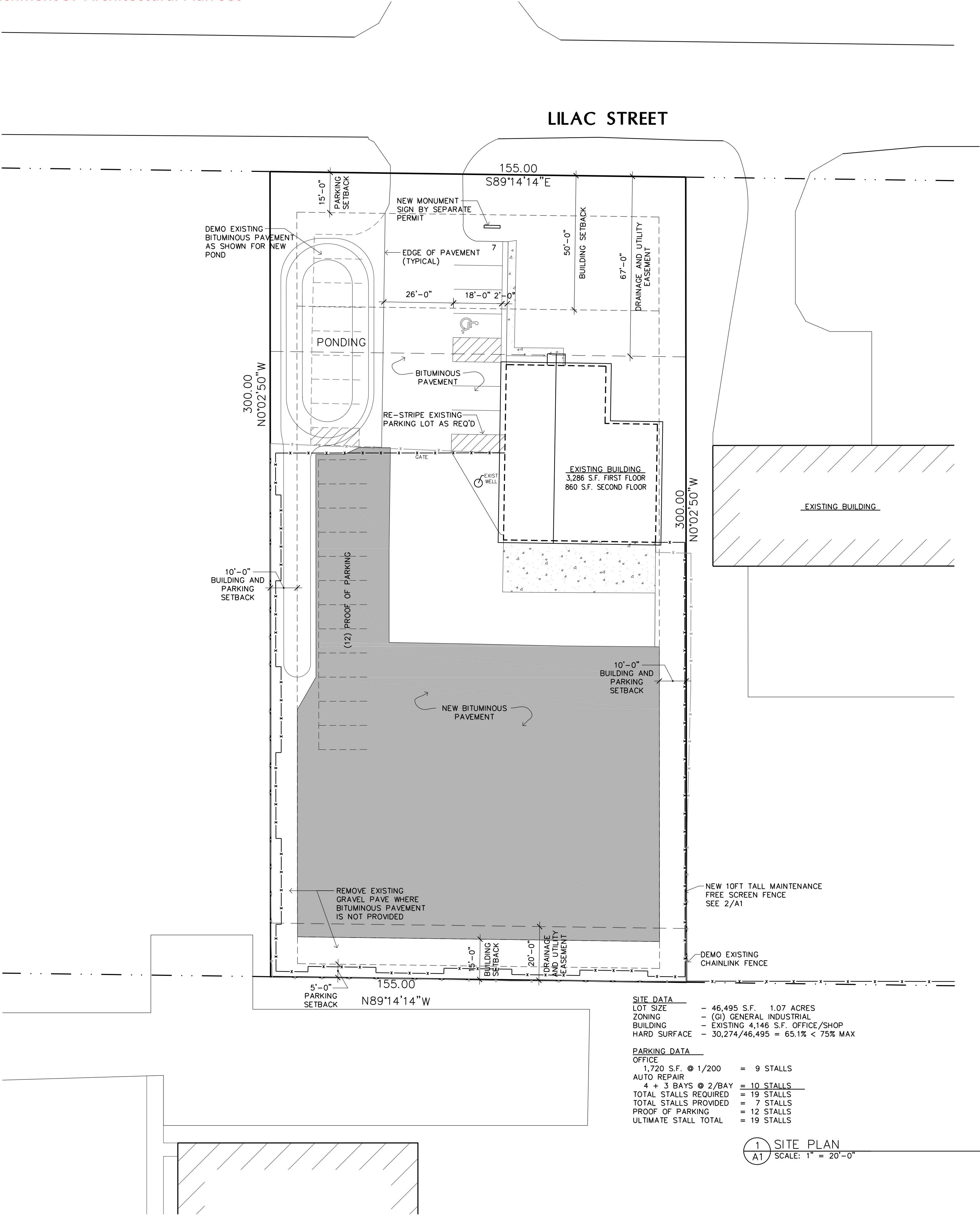
416 LILAC ST  
LINO LAKES, MN

**DETAILS**

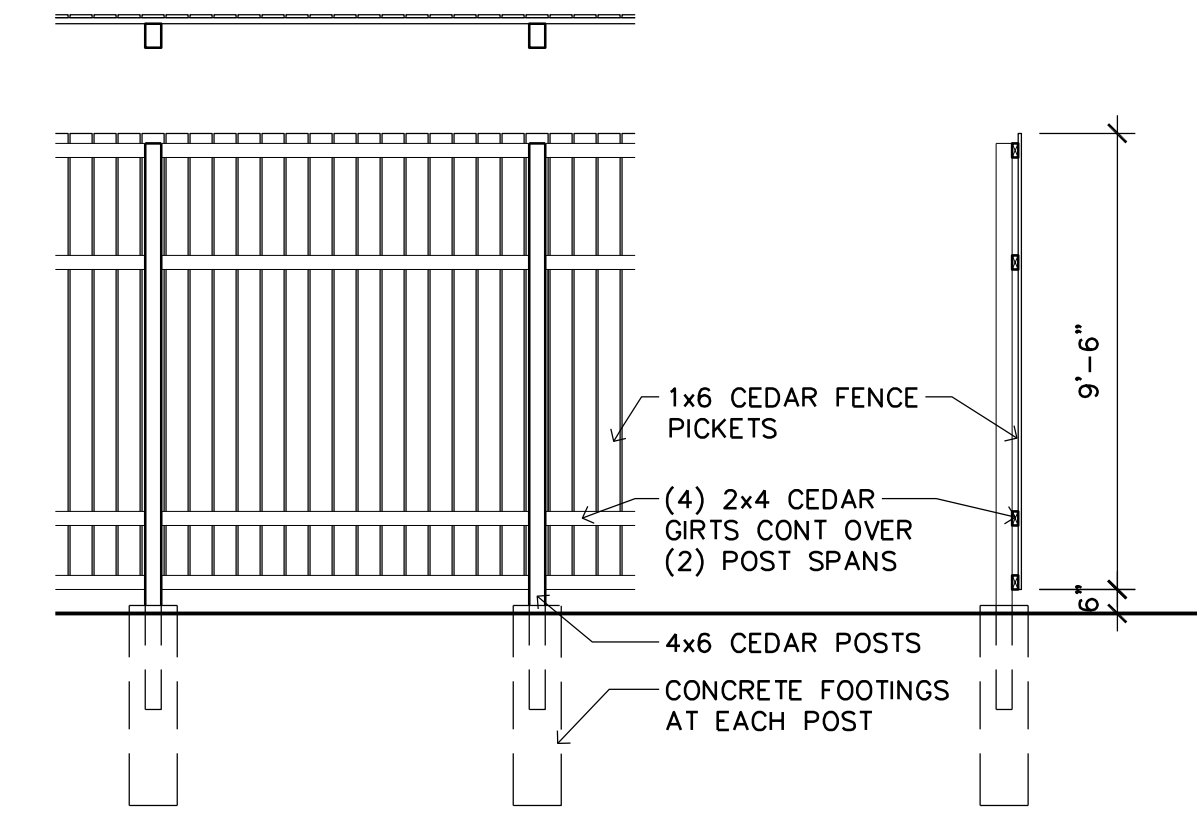
PREPARED FOR: BRF ENTERPRISES LLC



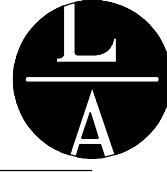
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1 SITE PLAN  
A1 SCALE: 1" = 20'-0"



2 SCREEN FENCE DETAIL  
A1 SCALE: 1/4" = 1'-0"



LAMPERT  
ARCHITECTS

420 Summit Avenue  
St. Paul, MN 55102  
Phone: 763.755.1211 Fax: 763.757.2849  
lampert@lampert-arch.com

ARCHITECT CERTIFICATION:  
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.

PRELIMINARY  
NOT FOR  
CONSTRUCTION

SIGNATURE  
LEONARD LAMPERT  
PRINT  
13669  
LICENSED  
MINN.

BRF ENTERPRISES LLC  
416 Lilac St, Lino Lakes, Minnesota

Copyright 2024 Leonard Lampert Architects Inc.	
Project Designer: L SCHMIDT	
Drawn By: ALE	
Checked By: LL	
Revisions	
10/29/24	PRELIMINARY
12/5/24	CITY SUBMITTAL

SITE PLAN

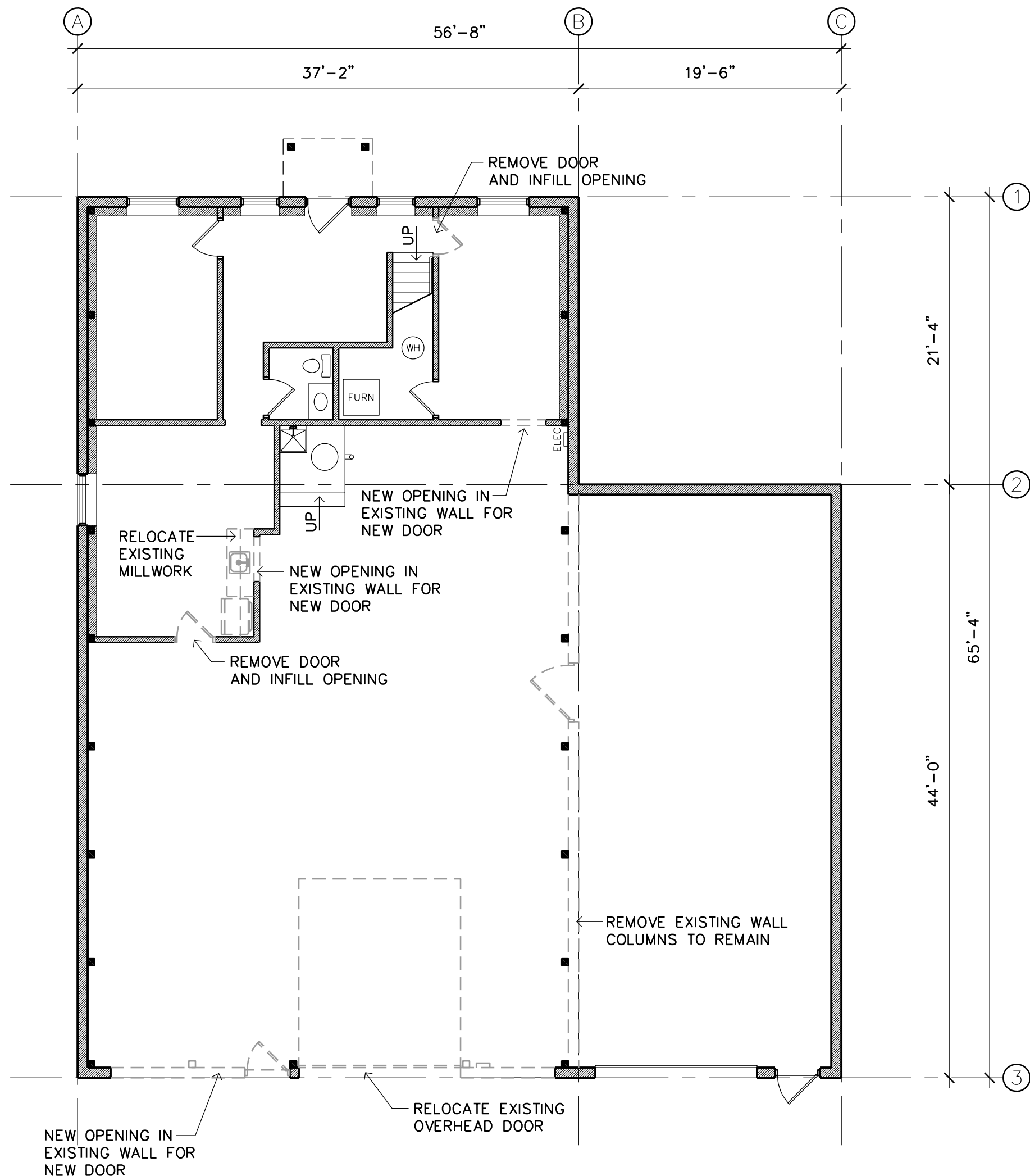
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A1

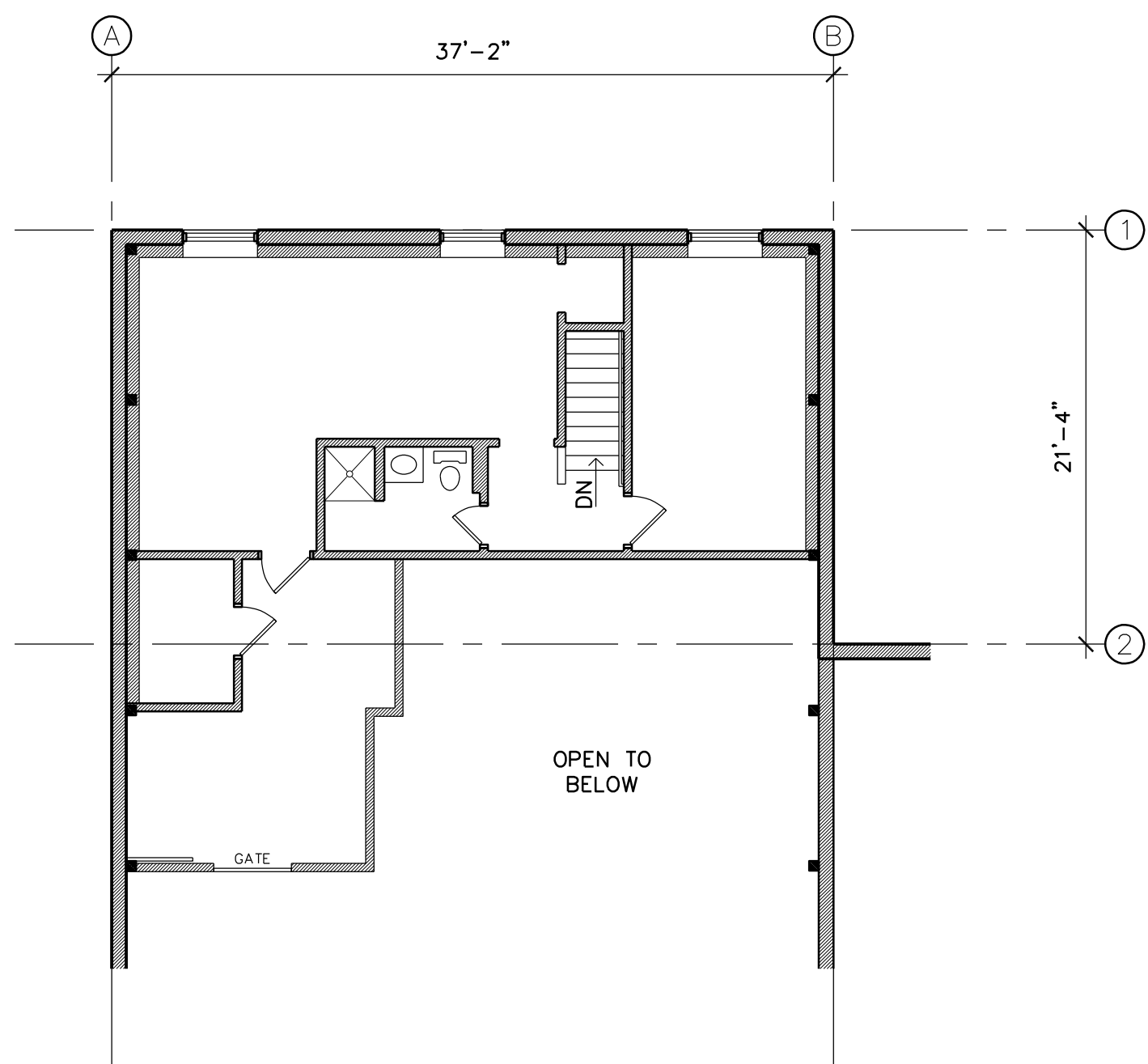
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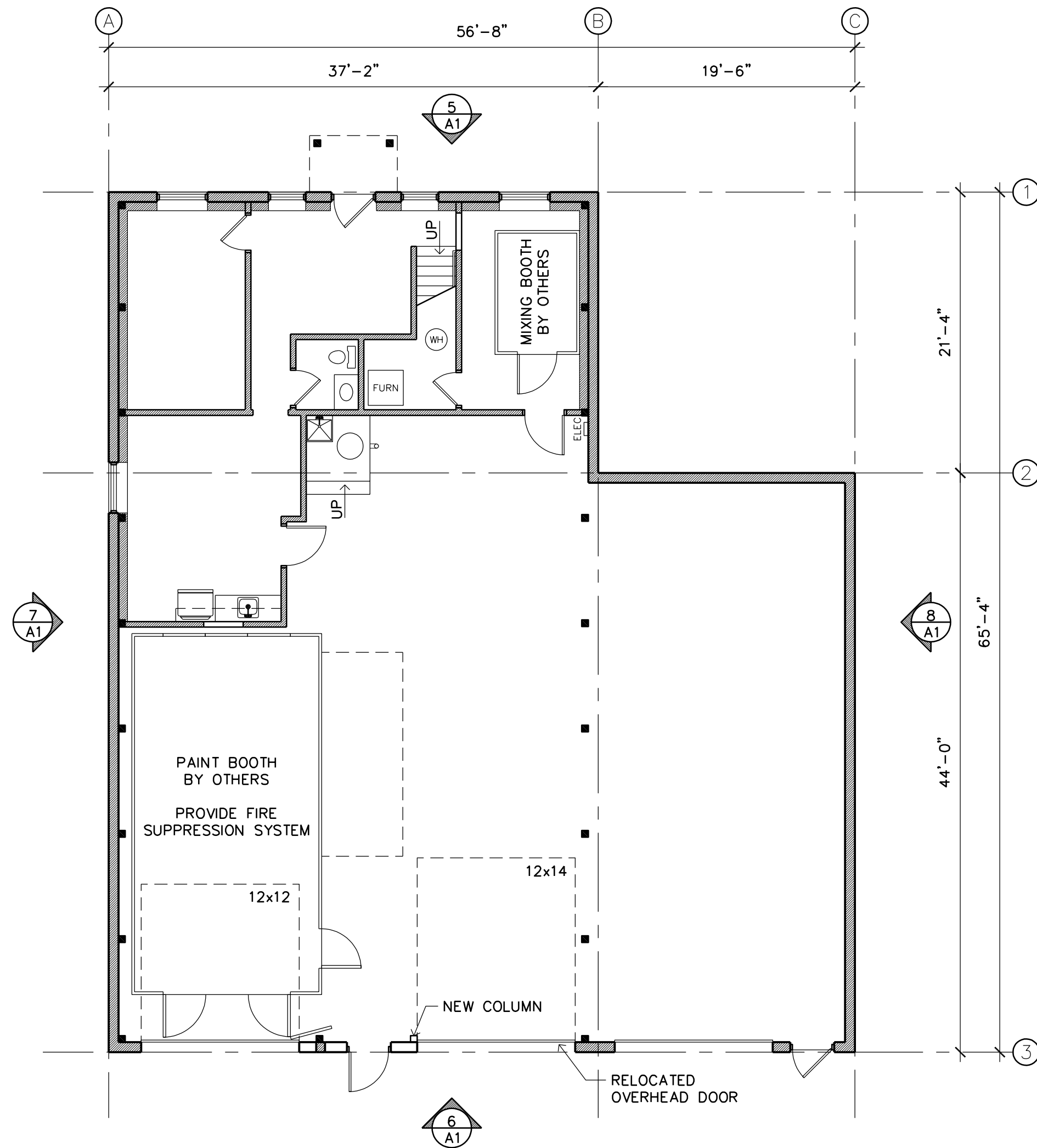
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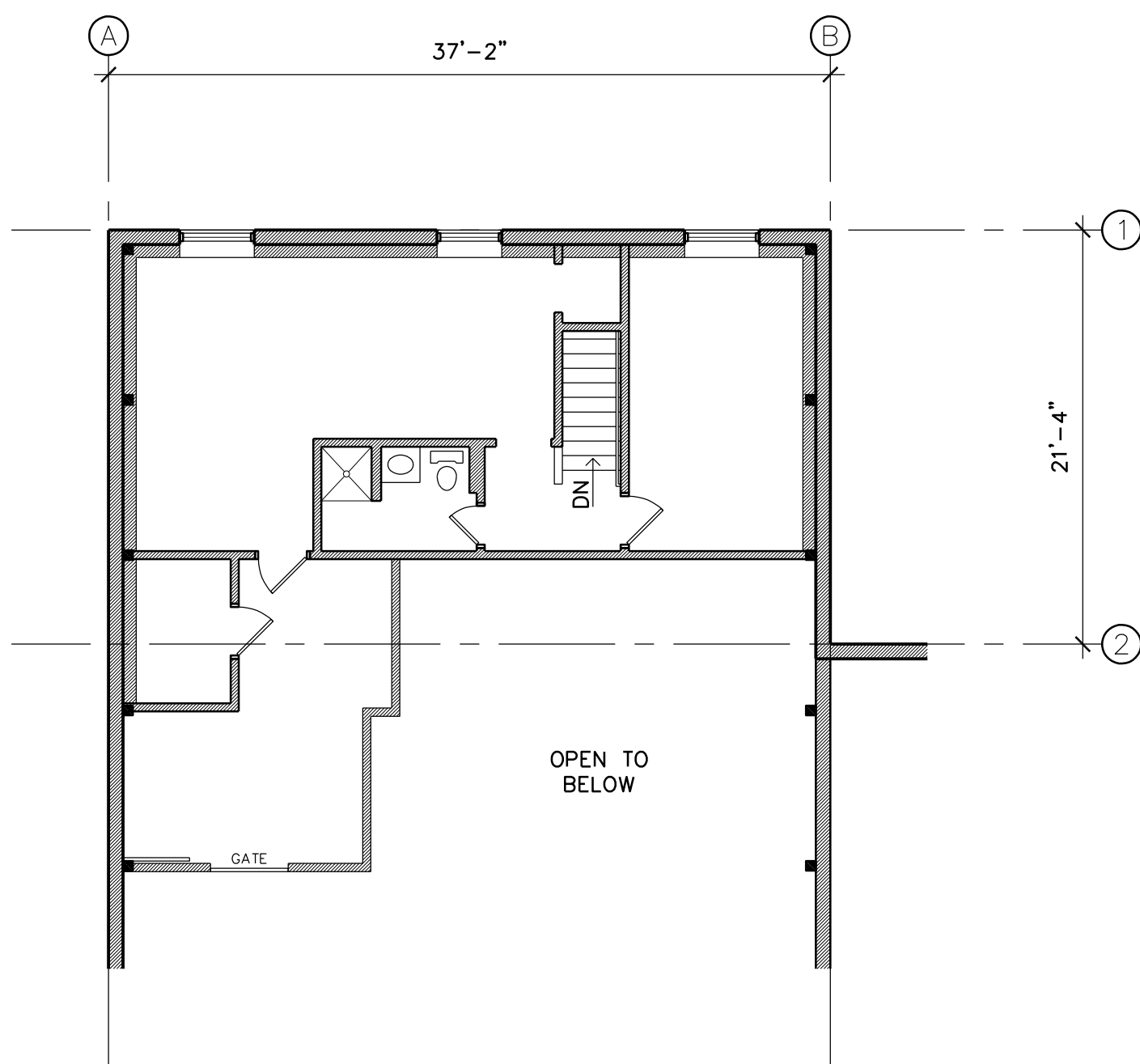
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SCALE: 1/8" = 1'-0"



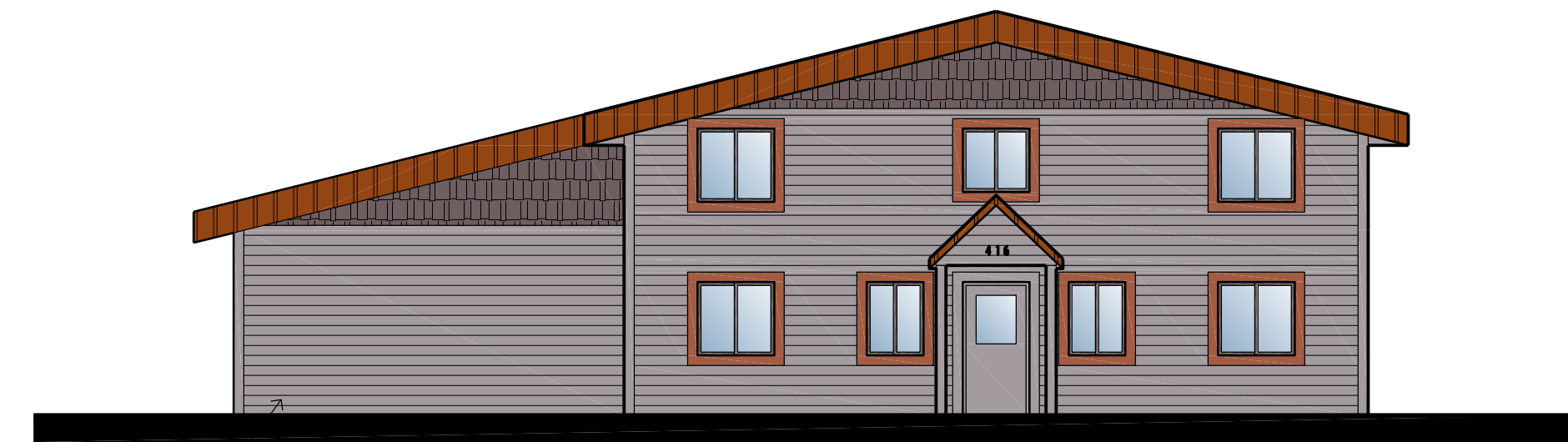
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SCALE: 1/8" = 1'-0"



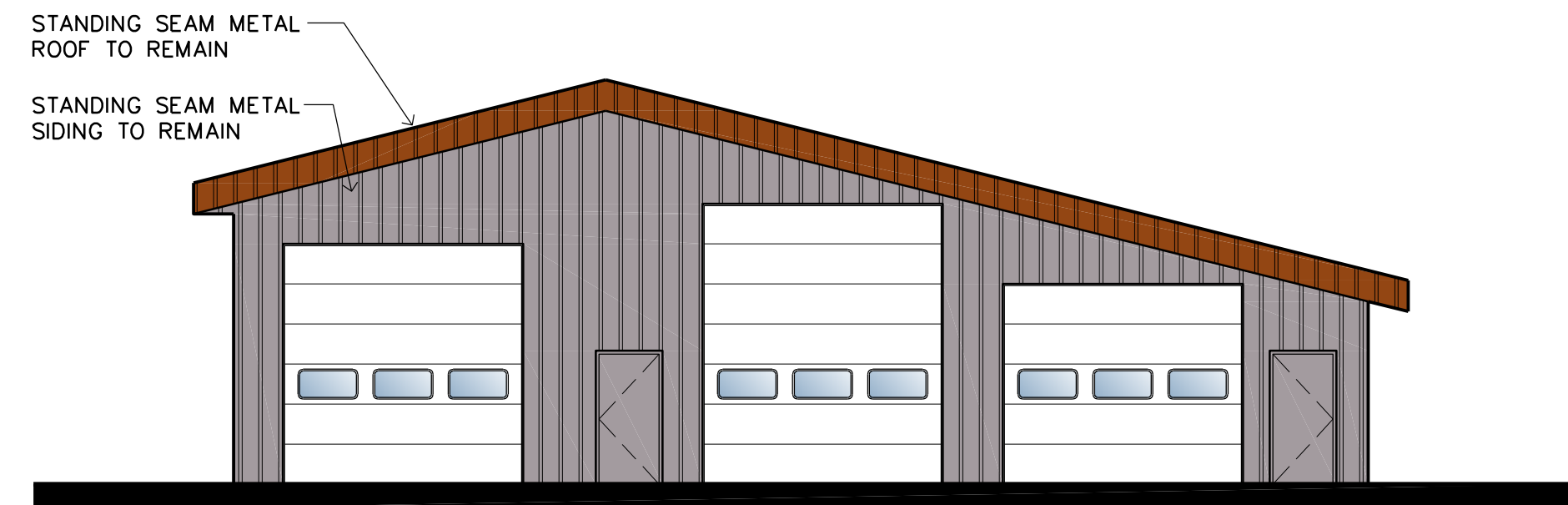
3 FIRST FLOOR PLAN  
SCALE: 1/8" = 1'-0"



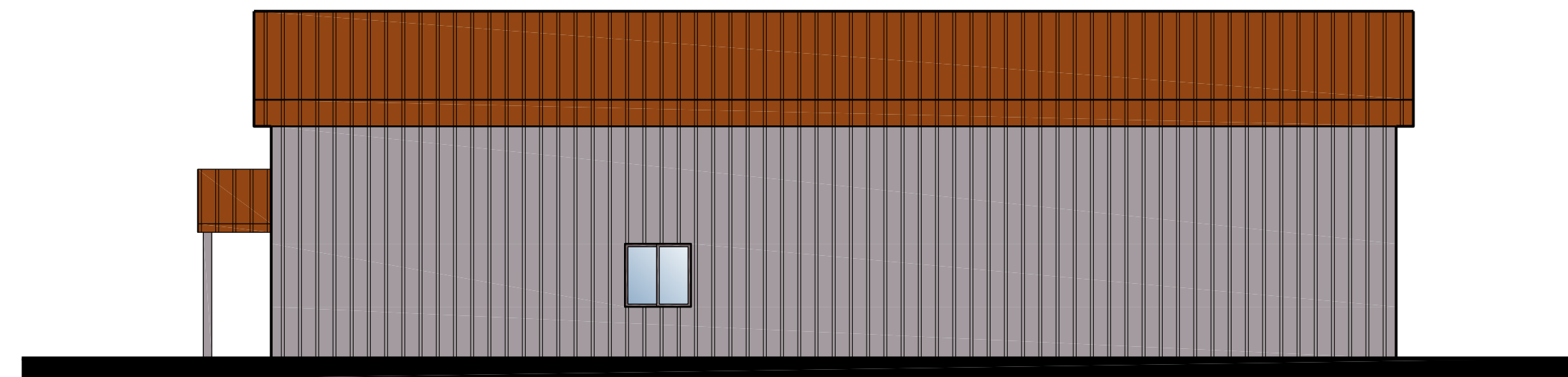
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SCALE: 1/8" = 1'-0"



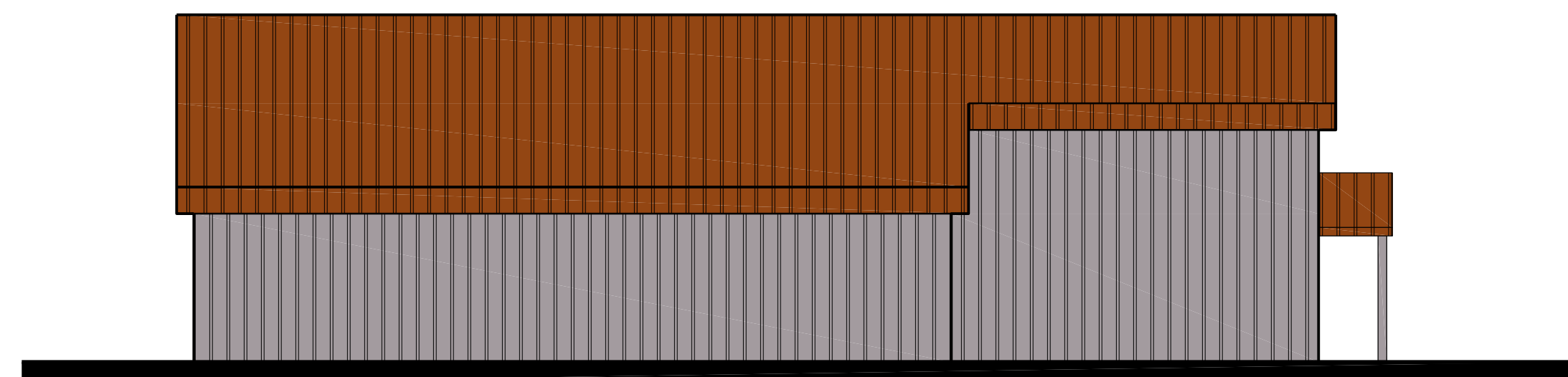
5 NORTH ELEVATION  
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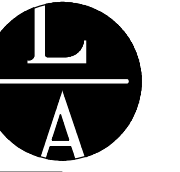
6 SOUTH ELEVATION  
SCALE: 1/8" = 1'-0"



7 WEST ELEVATION  
SCALE: 1/8" = 1'-0"



8 EAST ELEVATION  
SCALE: 1/8" = 1'-0"



LAMPERT  
ARCHITECTS

420 Summit Avenue  
St. Paul, MN 55102  
Phone: 763.755.1211 Fax: 763.757.2849  
lampert@lampert-arch.com

ARCHITECT CERTIFICATION:  
I HEREBY CERTIFY THAT THIS PLAN,  
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PRELIMINARY  
NOT FOR  
CONSTRUCTION

BRF ENTERPRISES LLC  
416 Lilac St, Lino Lakes, Minnesota

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Leonard Lampert Architects Inc.

Project Designer: L SCHMIDT

Drawn By: ALE

Checked By: LL

Revisions

10/29/24 PRELIMINARY

12/5/24 CITY SUBMITTAL



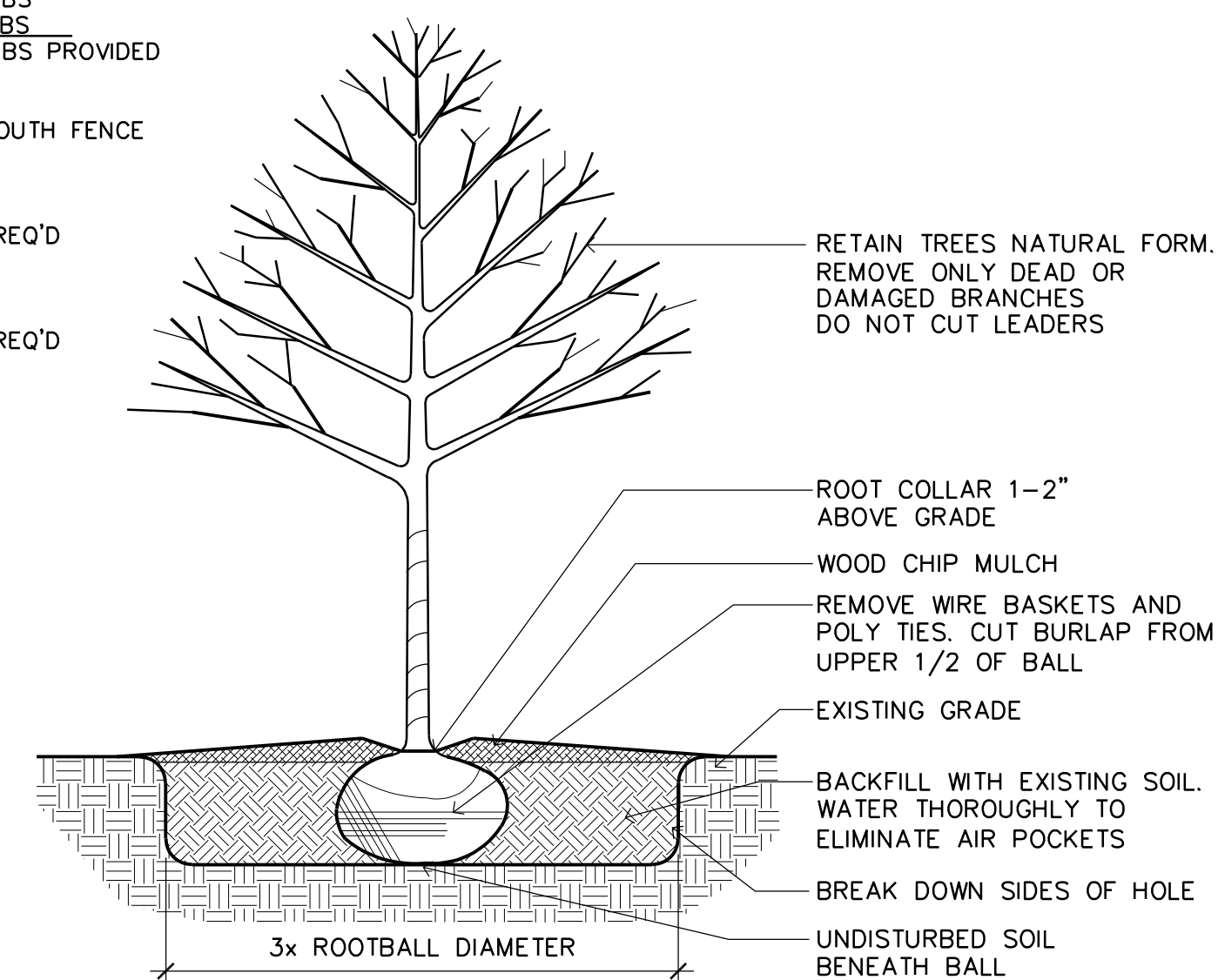


LANDSCAPE NOTES:

- | EXISTING TREE VALUE |                                 |                                       |                                 |
|---------------------|---------------------------------|---------------------------------------|---------------------------------|
| TREE SIZE           | DECIDUOUS TREES<br>UNDER 6" DBH | DECIDUOUS TREES<br>BETWEEN 6"-12" DBH | DECIDUOUS TREES<br>OVER 12" DBH |
| TREE VALUE          | 1 LARGE TREE                    | 2 LARGE TREES                         | 3 LARGE TREES                   |

**PRELIMINARY  
NOT FOR  
CONSTRUCTION**

**BRF ENTERPRISES LLC**  
416 Lilac St, Lino Lakes, Minnesota



Drawn By: ALE	
Checked By: LL	
Revisions	
10/29/24	PRELIMINARY
12/5/24	CITY SUBMITTAL

## Sheet Number

L1





**Memorandum**

**To:** Katie Larsen, Lino Lakes City Planner

**From:** Diane Hankee PE, Lino Lakes City Engineer

**Date:** December 20, 2024

**Re:** 416 Lilac Street – BRF Enterprises  
Site Plan Review  
027620-000

WSB reviewed the Civil plans for the BRF Enterprises site in Lino Lakes, MN, received December 10, 2024. The site is 1.06 acres and located at 416 Lilac Street east of 4<sup>th</sup> Avenue. The lot has frontage along Lilac Street (TH 49). Comments were made on the following documents:

- 416 Lilac St – BRF Enterprises - Civil Plans prepared by Plowe Engineering, dated December 6, 2024, received December 10, 2024.
- 416 Lilac St – BRF Enterprises - Stormwater Drainage Report prepared by Plowe, dated December 6, 2024, received December 10, 2024.
- Soil Borings and Logs prepared by Haugo Geotechnical Services, dated November 27, 2024, received December 10, 2024.

The following review comments should be responded to in writing by the applicant.

**Engineering**

- **General**

The 416 Lilac Street BRF Enterprises site project proposes to create a professional automotive collision/repair shop which includes the associated parking lot, utilities, and landscaping. The site is located on Lot 5 Block 1 of the Lino Industrial Park Addition and will be accessed from Lilac Street (TH 49).

- **Grading**

A grading and drainage plan was provided for the site including paved areas, curb, and retaining walls.

**Comments:**

1. Remove the impervious area inside the rear drainage and utility easement.
2. Recommend including surface water treatment on the south side of the parking area.
3. Provide Emergency Overflow (EOF) elevations for all low points in the parking or green space areas.

- **Stormwater Management**



Stormwater management for the 416 Lilac Street site consists of constructing a new sedimentation basin on the northwest corner of the site.

Pre- and Post- Development Discharge Rates (cfs)				
Condition	2-Year	10-Year	100-Year	10-Day Snowmelt
Existing	3.96	6.14	10.23	Not required
Proposed	3.14	5.12	9.56	Not required

Comments:

1. The City requires that the amount of untreated impervious is 15% of the site total. Current plans show over 50% of the site impervious running offsite without treatment. In order to meet parking requirements, the proposed basin will likely need to be relocated. The City recommends shifting and/or relocating BMPs along the side and rear easements. This would also allow to potentially treat additional areas.
2. Due to construction compaction, the pervious areas modeled in drainage area A.1 must have curve numbers consistent with HSG C soils.
3. Pending the type of BMP, an outlet control structure with a submerged outlet pipe may be needed.
4. A vegetation bench below the basin NWL is recommended.
5. Native seeding is needed around the proposed BMP and within the last 20' of the proposed ditch to stabilize soils.
6. Rolled erosion blanketing containing natural netting is needed on BMP or pond slopes.
7. Please clarify the gravel drive to 190<sup>th</sup> St N in the Existing Conditions section of the Stormwater Drainage Report.

• **Water Supply**

A 6" PVC C900 water service stub is supplied to the site.

Comments:

1. Show approximate location where existing utilities enter the building.
2. Verify with MDH whether the proximity of an automotive use prohibits continued use of the existing well.
  - a. Provide documentation to the City
3. We recommend that the City Deputy Director of Public Safety-Fire Division review the proposed plan for water supply and hydrant coverage.

• **Sanitary Sewer**

A 6" PVC sanitary sewer service stub is supplied to the site.

Comments:

1. Show approximate location where existing utilities enter the building.



- **Transportation**

The 416 Lilac Street site proposes the use of one existing access off of Lilac Street.

Comments:

1. We recommend that the City Deputy Director of Public Safety-Fire Division review the proposed plan for emergency access.
  - a. It appears that any proposed fire truck turning movements would overlap numerous parking spaces that may be occupied in the event of an emergency.
2. Provide turning movements for expected delivery/semi-truck vehicles within the lot.
3. Based on a 3,220 SF Automobile Care Center use, ITE estimates 7 trips in the AM peak hour and 10 trips in the PM peak hour. The site will have minimal impacts to the adjacent roadway network.

- **Wetlands and Mitigation Plan**

The site is in an upland location and wetland are not present.

- **Landscaping**

Specific landscaping plans were not provided as part of the submittal. The City's Environmental Coordinator to review landscaping and provide in-depth comments when provided.

- **Floodplain**

No floodplain impacts are proposed on site.

- **Drainage and Utility Easements**

Drainage and utility easements are required for stormwater systems. This includes the area encompassing the 100-yr HWL of any BMPs.

- **Development Agreement**

A Development Agreement will not be required but a Site Performance Agreement will be.

- **Grading Agreement**

Grading agreement not required at this time.



- **Stormwater Maintenance Agreement**

The stormwater facilities will be privately maintained and a Declaration for Maintenance of Stormwater Facilities will be required. Both the Rice Creek Watershed District (RCWD) and the City of Lino Lakes shall be parties to the Declaration.

- **Permits Required**

1. NPDES General Construction Permit
2. City of Lino Lakes Zoning Permit for construction

If you or the applicant have any questions regarding these comments, please contact Kris Keller at (612) 419-3083 or [kkeller@wsbeng.com](mailto:kkeller@wsbeng.com). You may also contact Diane Hanke at (651) 982-2430 or [dhanke@linolakes.us](mailto:dhanke@linolakes.us).





## Environmental Memo

To: Katie Larsen, City Planner  
From: Tom Hoffman, Environmental Coordinator  
Date: January 29, 2025  
Re: Environmental Comments – 416 Lilac St (BRF Enterprises, LLC) CUP

---

Environmental Board had recommended the following at their January 29, 2025 meeting:

1. Remove proposed pavement from the Drainage and Utility Easement.
2. Extend proposed silt fence on east side of property line to connect to the building. Grades are flat and potential runoff could extend to the north.
  - a. Silt fence along the east side of the building will limit sedimentation to the east leaving the site.
3. Currently seed is being proposed on the west and south side of the property. Per city code 1007.049 sod is required for ground cover in these locations.
  - a. Low maintenance fescue sod should be considered in areas of lower maintenance.
4. City engineer to review stormwater management, currently does not meet city requirements
  - a. Infiltration is not recommended based on business use and depth to ground water
5. Fence to be evaluated for flow within the drainage and utility easement.
  - a. Portion of the site drains to the south property line before discharging into a regional stormwater bmp. Confirm proposed privacy fence allows for the flow of water through the site.
6. Rock mulch bed for landscaping to be flush with ground level. Plantings within the drainage and utility easement shall not restrict water flow.
7. Plans call for a stabilized construction entrance, one is not shown on the ESC plan. Update the ESC to show stabilized construction entrance.
  - a. Provide inlet protection in the catch basin at the NE corner of Lilac St and 4<sup>th</sup> Ave.
  - b. Add note that street sweeping of adjacent impervious surface is required by the authorization of the City Engineer.



**CITY OF LINO LAKES  
RESOLUTION NO. 25-13**

**RESOLUTION APPROVING CONDITIONAL USE PERMIT  
FOR AUTOMOBILE REPAIR-MAJOR AND MINOR  
(416 LILAC STREET-BRF ENTERPRISES LLC)**

**WHEREAS**, the City received a land use application for a conditional use permit for automobile repair-major and minor (“Development”); and

**WHEREAS**, the January 8, 2025 Planning & Zoning Board Staff Report and the February 10, 2025 Council Staff Report provide supporting narrative and documentation for the Development; and

**WHEREAS**, the property is zoned GI, General Industrial and allows for automobile repair-major and minor with an approved conditional use permit; and

**WHEREAS**, the legal description of the property is Lot 5, Block 1, Lino Industrial Park; and

**WHEREAS**, City staff has completed a review of the land use application based on the following plans:

- ALTA/NSPS Land Title Survey prepared by E.G. Rud & Sons, Inc. dated October 29, 2024
- Civil Plan Set prepared by Plowe Engineering, Inc. dated December 6, 2024
- Architectural Plan Set prepared by Lampert Architects dated December 5, 2024
- Landscape Plan Set prepared by Lampert Architects dated December 5, 2024
- Photometric Plan prepared by Luma Sales Associates dated December 5, 2024
- Stormwater Drainage Report prepared by Plowe Engineering, Inc. dated December 6, 2024
- Soil Borings prepared by Haugo GeoTechnical Services, LLC. dated November 27, 2024; and

**WHEREAS**, a public hearing was held before the Planning & Zoning Board on January 8, 2025 and the Board recommended approval of a conditional use permit for automobile repair-minor with a 6-0.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of Lino Lakes, Minnesota that:

**FINDINGS OF FACT**

Per City Code Section 1007.016(3):



(e) The Planning and Zoning Board shall hold the public hearing and consider possible adverse effects of the proposed conditional use. Its judgement shall be based upon, but not limited to, the following factors:

1. The proposed development application has been found to be consistent with the design standards listed in § [1007.020](#)(4).

*See below.*

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

*The proposed automobile repair-major or minor development will not involve activities detrimental to any person, property, or the general welfare.*

3. Will not result in the destruction, loss, or damage of a natural, scenic or historic feature of major importance.

*The proposed automobile repair-major or minor development will not result in the destruction of a natural, scenic, or historic feature of major importance.*

Per City Code Section 1007.020:

(4) *Performance Standards.* Plans which fail to meet the following criteria shall not be approved.

(a) The proposed development application must be consistent with the policies and recommendations of the Lino Lakes Comprehensive Plan.

*The proposed automobile repair-major or minor development is consistent with industrial land use.*

(b) The proposed development application is compatible with present and future land uses of the area.

*The proposed automobile repair-major or minor development is compatible with present and future land uses of the area.*

(c) The proposed development application conforms to performance standards herein and other applicable City Codes.

*The proposed automobile repair-major or minor development conforms to City Code performance standards with minor revisions as noted in this resolution.*



(d) Traffic generated by a proposed development application is within the capabilities of the City when:

1. If the existing level of service (LOS) outside of the proposed development is A or B, traffic generated by a proposed development will not degrade the level of service more than one grade.
2. If the existing LOS outside of the proposed development is C, traffic generated by a proposed development will not degrade the level of service below C.
3. If the existing LOS outside of the proposed development is D, traffic generated by a proposed development will not degrade the level of service below D.
4. The existing LOS must be D or better for all streets and intersections providing access to the proposed development. If the existing level of service is E or F, the developer must provide, as part of the proposed project, improvements needed to ensure a level of service D or better.
5. Existing roads and intersections providing access to the proposed development must have the structural capacity to accommodate projected traffic from the proposed development or the developer will pay to correct any structural deficiencies.
6. The traffic generated from a proposed development shall not require City street improvements that are inconsistent with the Lino Lakes Capital Improvement Plan. However, the City may, at its discretion, consider developer-financed improvements to correct any street deficiencies.
7. The LOS requirements in paragraphs 1. to 4. above do not apply to the I-35W/Lake Drive or I-35E/Main St. interchanges. At City discretion, interchange impacts must be evaluated in conjunction with Anoka County and the Minnesota Dept. of Transportation, and a plan must be prepared to determine improvements needed to resolve deficiencies. This plan must determine traffic generated by the proposed development project, how this traffic contributes to the total traffic, and the time frame of the improvements. The plan also must examine financing options, including project contribution and cost sharing among other jurisdictions and other properties that contribute to traffic at the interchange.

*The proposed automobile repair-major or minor development meets Level of Service (LOS) requirements. is within the capabilities of the City. The existing roads and intersections providing access to the proposed development have the structural capacity to accommodate projected traffic from the proposed development. The traffic generated from a proposed development does not require City street improvements that are inconsistent with the Lino Lakes Capital Improvement Plan.*

(e) The proposed development shall be served with adequate and safe water supply.

*The proposed automobile repair-major or minor development is served by an adequate and safe water supply.*



- (f) The proposed development shall be served with an adequate or safe sanitary sewer system.

*The proposed automobile repair-major or minor development is served by an adequate sanitary sewer system.*

- (g) The proposed development shall not result in the premature expenditures of City funds on capital improvements necessary to accommodate the proposed development.

*The proposed automobile repair-major or minor development does not require City funds.*

- (h) Fire prevention and fighting equipment acceptable to the Board of Fire Underwriters and City Council shall be readily available when any activity involving the handling or storage of flammable or explosive materials is carried on.

*The proposed automobile repair-major or minor development will have fire prevention and fighting equipment readily available.*

**BE IT FURTHER RESOLVED** the following specific performance standards of City Code Section 1007.141(9) have also been met:

- (a) Automobile repair-major and minor provided that:

- 1. The architectural appearance and functional plan of the building and site shall not be so dissimilar to the existing buildings or area as to cause impairment in property values or constitute a blighting influence.

*This is an existing industrial building. The architectural appearance and functional plan of the building and site are not dissimilar to the existing and proposed industrial buildings in the area.*

- 2. All repair work shall be conducted within the principal building.

*All repair work will be conducted within the principal building.*

- 3. All painting must be conducted in an approved paint booth. All paint booths and all other activities of the operation shall thoroughly control the emission of fumes, dust, or other particulate matter so that the use shall be in compliance with the State of Minnesota Pollution Control Standards, Minnesota Regulation APC 1-15, as amended.

*All paint booths will be in compliance with state regulations.*

- 4. The emission of odor by a use shall be in compliance with and regulated by the State of Minnesota Pollution Control Standards, Minnesota regulations APC, as amended.



*The emission of odor will be in compliance with state regulations.*

5. All flammable materials, including liquids and rags, shall conform with the applicable provisions of the Minnesota Uniform Fire Code.

*All flammable materials will conform with Minnesota Uniform Fire Code.*

6. All outdoor storage shall be prohibited except the storage of customer vehicles waiting for repair.

*Resolution No. 25-14 approves a separate conditional use permit for outdoor storage.*

**BE IT FURTHER RESOLVED** the conditional use permit shall only be for automobile repair-major and minor as defined in City Code Section 1007.001(2) Definitions.

**BE IT FURTHER RESOLVED** the conditional use permit for automobile repair-major and minor is approved subject to the following conditions:

1. The development shall be compliant with the conditions detailed in the findings of facts at all times.
2. Motor vehicles not currently licensed by the state, or that because of mechanical deficiency are incapable of movement under their own power, shall not be parked or stored outside for a period in excess of 90 days.
3. The outdoor storage of items or materials shall be directly related to the principal industrial user. No off-site user or personal storage shall be allowed.
4. Items, materials, vehicles, etc. shall not be stored on the sod or landscaped areas within the outdoor storage area.
5. Separate sign permit applications are required for all permanent monument/pylon and wall signage.
6. Separate sign permit applications are required for all temporary signage.
7. A building permit is required for the 10ft tall fence.
8. A zoning permit is required for the grading, driveway, and outdoor storage surfacing improvements.

**BE IT FURTHER RESOLVED** the following items shall be addressed prior to issuance of any permits:

1. All comments from the City Engineer memo dated December 20, 2024.
2. All comments from the Environmental Coordinator memo dated January 29, 2025.
3. A Site Performance Agreement shall be executed and securities paid.
4. The proposed outdoor storage pavement areas are different on Sheet A1, Site Plan and Sheet C1.1, Grading Plan. Please revise accordingly.
5. Sheet A1, Site Plan:



- a. Parking space requirements shall be met without the need for deferred parking.
  - b. Parking spaces cannot be located within outdoor storage area.
  - c. Gate details for the fence shall be provided.
  - d. The screen fence detail shall be revised from cedar fence to maintenance free screen fence.
6. Sheet L1, Landscape Plan:
- a. The engineer/architect company name shall be included.
7. Copies of the following executed and recorded documents shall be submitted to the City:
- a. Public drainage and utility easement and exhibit over the stormwater management facilities and lot lines
  - b. Declaration for Maintenance of Stormwater Facilities and exhibit

Adopted by the City Council of the City of Lino Lakes this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Rob Rafferty, Mayor

ATTEST:

\_\_\_\_\_  
Roberta Colotti, CMC, City Clerk



**CITY OF LINO LAKES  
RESOLUTION NO. 25-14**

**RESOLUTION APPROVING CONDITIONAL USE PERMIT  
FOR OUTDOOR STORAGE  
(416 LILAC STREET-BRF ENTERPRISES LLC)**

**WHEREAS**, the City received a land use application for a conditional use permit for outdoor storage (“Development”); and

**WHEREAS**, the January 8, 2025 Planning & Zoning Board Staff Report and the February 10, 2025 Council Staff Report provide supporting narrative and documentation for the Development; and

**WHEREAS**, the property is zoned GI, General Industrial and allows for outdoor storage with an approved conditional use permit; and

**WHEREAS**, the legal description of the property is Lot 5, Block 1, Lino Industrial Park; and

**WHEREAS**, City staff has completed a review of the land use application based on the following plans:

- ALTA/NSPS Land Title Survey prepared by E.G. Rud & Sons, Inc. dated October 29, 2024
- Civil Plan Set prepared by Plowe Engineering, Inc. dated December 6, 2024
- Architectural Plan Set prepared by Lampert Architects dated December 5, 2024
- Landscape Plan Set prepared by Lampert Architects dated December 5, 2024
- Photometric Plan prepared by Luma Sales Associates dated December 5, 2024
- Stormwater Drainage Report prepared by Plowe Engineering, Inc. dated December 6, 2024
- Soil Borings prepared by Haugo GeoTechnical Services, LLC. dated November 27, 2024; and

**WHEREAS**, a public hearing was held before the Planning & Zoning Board on January 8, 2025 and the Board recommended approval of a conditional use permit for outdoor storage with a 6-0.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of Lino Lakes, Minnesota that:

**FINDINGS OF FACT**

Per City Code Section 1007.016(3):



(e) The Planning and Zoning Board shall hold the public hearing and consider possible adverse effects of the proposed conditional use. Its judgement shall be based upon, but not limited to, the following factors:

1. The proposed development application has been found to be consistent with the design standards listed in § [1007.020](#)(4).

*See below.*

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

*The proposed outdoor storage development will not involve activities detrimental to any person, property, or the general welfare.*

3. Will not result in the destruction, loss, or damage of a natural, scenic or historic feature of major importance.

*The proposed outdoor storage development will not result in the destruction of a natural, scenic, or historic feature of major importance.*

Per City Code Section 1007.020:

(4) *Performance Standards.* Plans which fail to meet the following criteria shall not be approved.

(a) The proposed development application must be consistent with the policies and recommendations of the Lino Lakes Comprehensive Plan.

*The proposed outdoor storage development is consistent with industrial land use.*

(b) The proposed development application is compatible with present and future land uses of the area.

*The proposed outdoor storage development is compatible with present and future land uses of the area.*

(c) The proposed development application conforms to performance standards herein and other applicable City Codes.

*The proposed outdoor storage development conforms to City Code performance standards with minor revisions as noted in this resolution.*



(d) Traffic generated by a proposed development application is within the capabilities of the City when:

1. If the existing level of service (LOS) outside of the proposed development is A or B, traffic generated by a proposed development will not degrade the level of service more than one grade.
2. If the existing LOS outside of the proposed development is C, traffic generated by a proposed development will not degrade the level of service below C.
3. If the existing LOS outside of the proposed development is D, traffic generated by a proposed development will not degrade the level of service below D.
4. The existing LOS must be D or better for all streets and intersections providing access to the proposed development. If the existing level of service is E or F, the developer must provide, as part of the proposed project, improvements needed to ensure a level of service D or better.
5. Existing roads and intersections providing access to the proposed development must have the structural capacity to accommodate projected traffic from the proposed development or the developer will pay to correct any structural deficiencies.
6. The traffic generated from a proposed development shall not require City street improvements that are inconsistent with the Lino Lakes Capital Improvement Plan. However, the City may, at its discretion, consider developer-financed improvements to correct any street deficiencies.
7. The LOS requirements in paragraphs 1. to 4. above do not apply to the I-35W/Lake Drive or I-35E/Main St. interchanges. At City discretion, interchange impacts must be evaluated in conjunction with Anoka County and the Minnesota Dept. of Transportation, and a plan must be prepared to determine improvements needed to resolve deficiencies. This plan must determine traffic generated by the proposed development project, how this traffic contributes to the total traffic, and the time frame of the improvements. The plan also must examine financing options, including project contribution and cost sharing among other jurisdictions and other properties that contribute to traffic at the interchange.

*The proposed outdoor storage development meets Level of Service (LOS) requirements. is within the capabilities of the City. The existing roads and intersections providing access to the proposed development have the structural capacity to accommodate projected traffic from the proposed development. The traffic generated from a proposed development does not require City street improvements that are inconsistent with the Lino Lakes Capital Improvement Plan.*

(e) The proposed development shall be served with adequate and safe water supply.

*The proposed outdoor storage development is served by an adequate and safe water supply.*

(f) The proposed development shall be served with an adequate or safe sanitary sewer system.



*The proposed outdoor storage development is served by an adequate sanitary sewer system.*

- (g) The proposed development shall not result in the premature expenditures of City funds on capital improvements necessary to accommodate the proposed development.

*The proposed outdoor storage development does not require City funds.*

- (h) Fire prevention and fighting equipment acceptable to the Board of Fire Underwriters and City Council shall be readily available when any activity involving the handling or storage of flammable or explosive materials is carried on.

*The proposed outdoor storage development will have fire prevention and fighting equipment readily available.*

**BE IT FURTHER RESOLVED** the following specific performance standards of City Code Section 1007.141(9) have also been met:

- (h) Outdoor storage (not outdoor sales lots) as an accessory use provided that:

- 1. The designated storage area shall comply with all building setback requirements for the district. Outdoor storage is prohibited between the principal structure and any public right-of-way.

*The outdoor storage area complies with building setback requirements. Outdoor storage is not proposed between the principal structure and any public right-of-way.*

- 2. The storage area is landscaped and screened from view of adjacent uses and public rights-of-way via a fence and greenbelt planting strip, in compliance with § [1007.049](#)(6).

*A new 10ft tall maintenance free screen fence is proposed around the entire perimeter of the outdoor storage area. Shrub cover is provided for 50% of the west and south lot line fencing.*

- 3. The entire storage area is fenced and secured in an appropriate manner.

*A new 10ft tall maintenance free screen fence is proposed around the entire perimeter of the outdoor storage area.*

- 4. The storage area is blacktopped, concrete surfaced, or class 5 gravel unless an alternative wear-resistant material is determined by the City Engineer to be suitable to control dust and drainage and is specifically approved by the City Council.

*The storage area will be surfaced with bituminous pavement.*



5. The storage area does not take up parking space or loading space as required for conformity to this chapter and is not located in the front yard.

*The plans shall be revised to remove proposed parking spaces within the outdoor storage area.*

6. The property shall not abut I-35W or I-35E.

*The property does not abut I-35W or I-35E.*

7. All parking, loading and truck staging activities shall occur on site. On-street parking and loading associated with the use is prohibited.

*All parking, loading and truck staging activities will occur on site.*

8. Storage shall not include material considered hazardous under federal or state environmental law.

*Storage will not include hazardous materials.*

9. The outdoor storage items or materials shall be directly related to the principal industrial user. No off-site user storage shall be allowed.

*The outdoor storage items or materials will be directly related to the principal industrial user.*

**BE IT FURTHER RESOLVED** the conditional use permit for outdoor storage is approved subject to the following conditions:

1. The development shall be compliant with the conditions detailed in the findings of facts at all times.
2. Motor vehicles not currently licensed by the state, or that because of mechanical deficiency are incapable of movement under their own power, shall not be parked or stored outside for a period in excess of 90 days.
3. The outdoor storage of items or materials shall be directly related to the principal industrial user. No off-site user or personal storage shall be allowed.
4. Items, materials, vehicles, etc. shall not be stored on the sod or landscaped areas within the outdoor storage area.
5. Separate sign permit applications are required for all permanent monument/pylon and wall signage.
6. Separate sign permit applications are required for all temporary signage.
7. A building permit is required for the 10ft tall fence.
8. A zoning permit is required for the grading, driveway, and outdoor storage surfacing improvements.



**BE IT FURTHER RESOLVED** the following items shall be addressed prior to issuance of any permits:

1. All comments from the City Engineer memo dated December 20, 2024.
2. All comments from the Environmental Coordinator memo dated January 29, 2025.
3. A Site Performance Agreement shall be executed and securities paid.
4. The proposed outdoor storage pavement areas are different on Sheet A1, Site Plan and Sheet C1.1, Grading Plan. Please revise accordingly.
5. Sheet A1, Site Plan:
  - a. Parking space requirements shall be met without the need for deferred parking.
  - b. Parking spaces cannot be located within outdoor storage area.
  - c. Gate details for the fence shall be provided.
  - d. The screen fence detail shall be revised from cedar fence to maintenance free screen fence.
6. Sheet L1, Landscape Plan:
  - a. The engineer/architect company name shall be included.
7. Copies of the following executed and recorded documents shall be submitted to the City:
  - a. Public drainage and utility easement and exhibit over the stormwater management facilities and lot lines
  - b. Declaration for Maintenance of Stormwater Facilities and exhibit

Adopted by the City Council of the City of Lino Lakes this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Rob Rafferty, Mayor

ATTEST:

\_\_\_\_\_  
Roberta Colotti, CMC, City Clerk



**CITY COUNCIL  
REGULAR MEETING STAFF REPORT  
AGENDA ITEM 6C**

**STAFF ORIGINATOR:** Michael Grochala, Community Development Director

**MEETING DATE:** February 10, 2025

**TOPIC:** Consider Resolution No. 25-22, Authorizing Preparation of Plans & Specs and Administration Services, Centerville Road and County Road J Roundabout Landscaping

**VOTE REQUIRED:** Simple Majority

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**INTRODUCTION**

Staff is requesting council consideration to authorize preparation of plans and specifications and administration for the Centerville Road/CR J Roundabout Landscaping and Irrigation Project.

**BACKGROUND**

Ramsey County is moving forward with final design on the I-35E and County Road J interchange. Construction is proposed to begin in June of 2025. As an identified “Gateway” into the community landscape and streetscape are proposed along the corridor. Decorative concrete, similar to the 49/J design, has been incorporated into the project plans and will be constructed as part of the project. Due to accessibility, jurisdiction, and traffic issues the two roundabouts located at the freeway ramp terminals will only include a standard MnDOT seed mix and included in the interchange project as well.

The roundabout at Centerville Road and County Road J is proposed to include a heavier landscape treatment based on the City’s Gateway plan. The landscape improvements will be bid out as a separate project by the City.

WSB has submitted a proposal to provide services including preparation of plans and specifications, contract administration, and construction inspections for the RAB improvements in the amount of \$15,930. Staff has reached out to both the City of North Oaks and White Bear Township regarding possible cost participation. We have not received any response at this time.

The project is funded through Municipal State Aid Street funds.



**RECOMMENDATION**

Staff is recommending approval of Resolution No. 25-22.

**ATTACHMENTS**

1. Resolution 25-22
2. WSB Proposal





January 31, 2025

Mr. Michael Grochala  
Community Development Director  
City of Lino Lakes  
600 Town Center Parkway  
Lino Lakes, MN 55014

Re: Centerville Road and County Road J Roundabout Island Landscaping and Irrigation Design

Dear Mr. Grochala:

WSB is pleased to present this proposal to the City of Lino Lakes for services related to the Centerville Road and County Road J roundabout island landscaping design services as discussed on 01/16/2025. Our project understanding, scope of work, and proposed fee are listed below.

## I. PROJECT UNDERSTANDING

We understand this project includes final design and construction administration services for landscaping and irrigation of the interior portion of the roundabout proposed at the intersection of Centerville Road and County Road J, which is being designed by SEH. We understand the roadway construction project is planned to be bid in March of 2025 and will be constructed in the summer of 2025. We understand the roadway design drawings will include hardscape plans for the roundabout apron, locations for electric conduits, and irrigation conduits to be used for the irrigation to be installed as part of the landscape project. The design of the roundabout landscaping will follow the guidelines listed in the "Lino Lakes Gateway Planning" document dated June 2024 and will mimic the design recently installed at Hodgson Road and County Road J in the summer of 2024.

## II. SCOPE OF SERVICES

### 1. PROJECT MANAGEMENT

#### A. Project Management

- 1) Consultant will provide coordination of staff resources to deliver the project. This includes managing the scope of services, budget, and schedule to align with the professional services agreement.
- 2) WSB will facilitate a virtual kick-off meeting to review project goals, budget, and schedule.

### 2. FINAL DESIGN

#### A. Coordination with Roadway Project and Stakeholder Reviews

- 1) Coordinate with roadway design consultant to obtain current roadway design CAD files, provide guidance on conduit locations, and ensure that an adequate water supply is located and provided by the roadway project for water reuse from the stormwater pond identified for the water re-use irrigation system.



- 2) Submit landscape and irrigation plans to Ramsey County and Anoka County for review and approval.

B. Construction Drawings (90%, 100% Design):

- 1) Consultant will prepare final construction documents suitable for the City to obtain competitive quotes from reputable contractors to construct the project and provide construction documents in electronic pdf format to the Client. Construction drawings will include the following:
  - a) Title Sheet
  - b) Landscape plan with specification notes
  - c) Irrigation performance specification notes
  - d) Planting details
- 2) Prepare 90% and 100% construction cost estimates.

C. Quality Assurance / Quality Control

- 1) Consultant will follow a comprehensive Quality Assurance/Quality Control program, which requires deliverables to be reviewed by experienced staff in all applicable disciplines.

3. QUOTING PROCESS

A. Consultant will prepare separate quote packages for landscaping and irrigation installations. Consultant will prepare full quote documents and provide quoting assistance associated with each quote package, including the following:

- 1) Outreach to selected contractors for quotes.
- 2) Receive questions from prospective bidders and provide responses.
- 3) Issue addenda as necessary.
- 4) Facilitate the collection of contractor quotes.
- 5) Prepare tabulation of contractor quotes.
- 6) Prepare letters of recommendation for contract award.

4. CONSTRUCTION ADMINISTRATION

A. On Site Meetings

- 1) Conduct a pre-construction meeting with the Client and selected landscape and irrigation contractors. Consultant will prepare/distribute meeting minutes to all attendees.
- 2) One (1) site progress meeting to review landscape items.
- 3) One (1) site progress meeting to review irrigation items.
- 4) One (1) substantial completion site meeting and punch list for the irrigation items.
- 5) One (1) substantial completion site meeting and punch list for the landscape items.

B. Construction Administration and Submittal Review

- 1) Answer contractor questions and provide design intent and clarification for any issues that may arise during the project.
- 2) Review pay applications prepared by contractor and make recommendations regarding payment.
- 3) In the event of changed conditions during the project, Consultant will prepare and distribute any necessary change orders to expedite the work in the field.
- 4) Process all contractor close out documents and provide documentation to the Client.



### III. ASSUMPTIONS

1. Client will facilitate the final completion meeting for both the landscape and irrigation items with the Contractor.
2. Client will facilitate the plant warranty walk through meeting with the Contractor.

### IV. EXCLUSIONS

The following items are excluded from this Agreement; however, Consultant can provide these professional services for additional compensation by amendment to this Agreement.

1. Lighting/electrical design
2. Construction observation, staking and layout

### V. ADDITIONAL SERVICES

Additional services may be added upon approval by both Client and Consultant via amendment to this Agreement.

### VI. PROPOSED FEE

Services outlined in Paragraphs above will be provided for an hourly not-to-exceed fee based on the table below:

Description	Total
1. Project Management	\$1,338
2. Final Design	\$6,444
3. Quoting Process	\$2,706
4. Construction Administration	\$5,442
<b>Total Proposed Fee:</b>	<b>\$15,930</b>

### VII. ANTICIPATED SCHEDULE

Final Design	February – March
Quoting Process	April
Construction Administration	Summer (Will coordinate landscape installation with roadway project schedule)

### VIII.ACCEPTANCE

This letter represents our entire understanding of the project scope. All work under this amendment request will be governed by the Professional Services Agreement entered into between the City of Lino Lakes and WSB on January 1, 2014. If the scope and fee appear to be appropriate, please sign on the space provided and return one copy to our office. We are available to begin work once we receive signed authorization.

If you have any questions regarding this proposal, please contact Jordan Gedrose at 612-263-0687 or [jgedrose@wsbeng.com](mailto:jgedrose@wsbeng.com)

Sincerely,

WSB





Jordan Gedrose, PLA  
Landscape Architect / Project Manager  
Ph: (612) 263-0687



Jason Amberg, PLA, ASLA  
Principal / Director of Landscape Architecture  
Ph: (612) 518-3696

I hereby authorize WSB to proceed with the above-referenced work under the terms and conditions of the Professional Services Agreement entered into between the City of Lino Lakes and WSB on January 1, 2014.

By: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_



**CITY OF LINO LAKES  
RESOLUTION NO. 25-22**

**AUTHORIZING PREPARATION OF PLANS AND SPECIFICATIONS, CONTRACT AND  
CONSTRUCTION ADMINISTRATION FOR THE CENTERVILLE ROAD AND COUNTY  
ROAD J ROUNDABOUT LANDSCAPE IMPROVEMENTS**

**WHEREAS**, the County Road Jay and I35E Interchange is planned for reconstruction in 2026; and

**WHEREAS**, the corridor from Centerville Road to Otter Lake Road is considered a Gateway in the City's 2040 Comprehensive Plan; and

**WHEREAS**, the City is proposing to complete landscaping improvement to the roundabout at the intersection of Centerville Road and County Road J in accordance with the Gateway Design plan; and

**WHEREAS**, WSB has submitted a proposal for design, contract management and construction administration;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of Lino Lakes that the proposal from WSB is hereby accepted in the amount of \$15,930.00 and staff is hereby authorized to execute the agreement on behalf of the City.

Adopted by the Council of the City of Lino Lakes this 10<sup>th</sup> day of February, 2025.

\_\_\_\_\_  
Rob Rafferty, Mayor

ATTEST:

\_\_\_\_\_  
Roberta Colotti, CMC, City Clerk



**CITY COUNCIL  
REGULAR MEETING STAFF REPORT  
AGENDA ITEM 6D**

**STAFF ORIGINATOR:** Michael Grochala, Community Development Director

**MEETING DATE:** February 10, 2025

**TOPIC:** Consider First Reading of Ordinance No. 01-25, Amending Chapter 617 of the City Code Concerning the Regulation of Cannabis Businesses

**VOTE REQUIRED:** Simple Majority

---

**INTRODUCTION**

Staff is requesting City Council consideration to adopt amendment to City Code regulating cannabis businesses.

**BACKGROUND**

As discussed at the December 2, 2024 and January 6, 2025, work sessions, Minnesota Statutes, Chapter 342, adopted in 2023 and amended in 2024 authorizes the cultivation, manufacturing and sale of cannabis products. Minnesota's new Office of Cannabis Management (OCM) will be responsible for the licensing of cannabis businesses. The State is currently completing the rulemaking process which will likely be completed after the first of the year (2025).

There are 13 different types of business licenses. These include:

Microbusiness	Mezzobusiness	Cultivator
Manufacturer	Retailer	Wholesaler
Transporter	Testing Facility	Event Organizer
Delivery Service	Medical Cannabis Combo Bus.	Lower-Potency Hemp Manuf.
Lower-Potency Hemp Retailer		
Definitions for each business type are included in the attachments.		



Amendments to Section 617 of City Code are being proposed to address the registration process and establish local requirements.

### **ANALYSIS**

The law provides certain means of oversight by local units of government. However, the city cannot outright ban a cannabis business, or limit operations in a manner beyond those provided in state law. The City's oversight includes:

**Retail Restrictions.** The city may limit the number of retailers and businesses with retail endorsements allowed within the community provided there is at least one retail location per 12,500 residents. Lino Lakes is required to provide at least two licenses. The draft ordinance limits licenses to the minimum (617.04 (3)).

**Local Certification of Zoning Compliance.** As part of the OCM licensing process the City must certify that the applicant has met compliance with local zoning ordinances.

**Retail Business Registration.** Licensed Cannabis Retailers must register with the City through a formal registration process.

**Retail Business Hours of Operation.** State law allows sales between the hours of 8:00 a.m. to 2:00 a.m. Monday through Saturday. Sales are allowed on Sundays from 10:00 a.m. to 2:00 a.m.

City's may choose to only allow for sales between 10:00 a.m. and 9:00 p.m. daily. The draft ordinance restricts hours of operation to between 10 am and 9 pm Monday – Sunday per recommendation of the Planning and Zoning Board.

**Buffers.** Cities may choose to prohibit the operation of a cannabis business in the following areas:

- School – (0-1,000 feet)
- Day care, residential treatment facility, or an attraction within a public park that is regularly used by minors. (0-500 feet).

City Code currently prohibits issuance of a liquor license for establishments within 1,000 feet of a school. It specifically excludes day cares from this requirement because children are under constant supervision while at the facility and when traveling to and from the facility. The draft ordinance provides for a 1,000-foot buffer from schools, and 500' buffers from residential treatment facilities and public park attractions. No buffer requirement is proposed for day care facilities.



**Prohibition of Onsite Consumption.** Consumption or use of edibles on-site is prohibited except for microbusinesses with a retail endorsement. A microbusiness can obtain endorsements for cultivation, production, retail sales and on-site consumption. These businesses would be allowed only in industrial districts in the city.

**Temporary Event Licenses.** The law allows for temporary cannabis events lasting no more than four days. The draft ordinance establishes a “special” event application and approval process. A complete application will be submitted to the City Council for consideration.

**Low Potency Hemp Products.** Currently regulated as “Cannabinoids” in City Code, low potency hemp products and Hemp businesses will be registered as required by the state but not included in the license number restriction.

**Penalties.** In addition to suspending licenses, the city may impose civil penalties not to exceed \$2,000. Each violation may constitute a separate offense.

#### **RECOMMENDATION**

Staff is recommending approval of the First Reading of Ordinance No. 01-25.

#### **ATTACHMENTS**

1. Ordinance No. 01-25



2 <sup>nd</sup> Reading:	Publication:
Adoption:	Effective:
1st Reading:	Website Notice:

**CITY OF LINO LAKES  
ORDINANCE NO.25-01**

**ORDINANCE AMENDING 617 OF THE CITY CODE  
CONCERNING THE REGULATION OF CANNABIS BUSINESSES**

The City Council of Lino Lakes ordains:

**Section 1.** Chapter 617 of the Lino Lakes City Code is hereby amended in its entirety to read as follows:

CHAPTER 617  
CANNABIS BUSINESSES

SECTION:

617.01: Findings and Purpose; Authority and Jurisdiction

617.02: Definitions

617.03: State License Required

617.04: Retail Registration

617.05: Performance Standards

617.06: Minimum Buffer Requirement

617.07: Temporary Cannabis Events

617.08: Use in Public Places

617.09: Local Government as a Cannabis Retailer

617.10 Severability

617.01 FINDINGS AND PURPOSE; AUTHORITY AND JURISDICTION

(1). Findings and Purpose. The city makes the following legislative findings:

(a) The purpose of this chapter is to implement the provisions of Minnesota Statutes, chapter 342, which authorizes the city to protect the public health, safety, welfare of residents by regulating cannabis businesses within the city.

(b) The city finds that the proposed provisions are appropriate and lawful land use regulations for the city, that the proposed regulations will promote the interests of the community for now and in the future, and that the proposed provisions are in the public interest and for the public good.

(2). Authority. The city has the authority to adopt this chapter pursuant to:



- (a) Minnesota Statutes, section 342.13(c), regarding the authority of a local unit of government to adopt reasonable restrictions of the time, place, and manner of the operation of a cannabis business provided that such restrictions do not prohibit the establishment or operation of cannabis businesses.
- (b) Minnesota Statutes, section 342.22, regarding the local registration and enforcement requirements of state licensed cannabis retail businesses and lower potency hemp edible retail businesses.
- (c) Minnesota Statutes, section 152.0263, Subd. 5, regarding the use of cannabis in public places.

## **617.02 DEFINITIONS**

Unless otherwise noted in this chapter, words and phrases contained in Minnesota Statutes, section 342.01 and the rules promulgated pursuant to any of these acts, shall have the same meanings in this chapter:

**ADULT USE CANNABIS PRODUCT.** As defined under Minnesota Statutes, section 342.01, subd. 4.

**CANNABIS BUSINESS.** In accordance with Minnesota Statutes, section 342.01, subdivision 14, “Cannabis Business” means any of the following license types: Cannabis Microbusiness, Cannabis Mezzobusiness, Cannabis Cultivator, Cannabis Manufacturer, Cannabis Retailer, Cannabis Wholesaler, Cannabis Transporter, Cannabis Testing Facility, Cannabis Event Organizer, Cannabis Delivery Service, Medical Cannabis Cultivator, Medical Cannabis Processor, Medical Cannabis Retailer, and Medical Cannabis Combination Business.

**CANNABIS RETAIL BUSINESS.** A state licensed retail location and the retail location(s) of a mezzobusinesses with a retail operations endorsement, microbusinesses with a retail operations endorsement, medical combination businesses operating a retail location, excluding lower potency hemp edible retailers.

**CANNABIS RETAILER.** Any person, partnership, firm, corporation, or association, foreign or domestic, selling cannabis product to a consumer and not for the purpose of resale in any form.

**LOWER POTENCY HEMP EDIBLE.** As defined under Minnesota Statutes, section 342.01, subd. 50.

**LOWER POTENCY HEMP EDIBLE RETAILER OR HEMP RETAIL BUSINESS.** A hemp business, as defined by Minnesota Statutes, section 342.01, Subd. 34, that holds a valid lower-potency hemp edible retailer license.



**OFFICE OF CANNABIS MANAGEMENT.** State of Minnesota Office of Cannabis Management, as may be referred to as “OCM” in reference to this chapter.

**PLACE OF PUBLIC ACCOMMODATION.** A business, accommodation, refreshment, entertainment, recreation, or transportation facility of any kind, whether licensed or not, whose goods, services, facilities, privileges, advantages or accommodations are extended, offered, sold, or otherwise made available to the public.

**PRELIMINARY LICENSE APPROVAL.** Office of Cannabis Management pre-approval for a cannabis business license for applicants who qualify under Minnesota Statutes, section 342.17.

**PUBLIC PLACE.** A public park or trail, public street or sidewalk; any enclosed, indoor area used by the general public, including, but not limited to, restaurants; bars; any other food or liquor establishment; hospitals; nursing homes; auditoriums; arenas; gyms; meeting rooms; common areas of rental apartment buildings, and other places of public accommodation.

**RESIDENTIAL TREATMENT FACILITY.** As defined under Minnesota Statute, section 245.462, Subd. 23.

**RETAIL REGISTRATION.** An approved registration issued by the city to a cannabis retail business.

**SCHOOL.** A public school as defined under Minnesota Statutes, section 120A.05 or a nonpublic school that complies with the reporting requirements under Minnesota Statute, section 120A.24.

**STATE LICENSE.** An approved license issued by the Office of Cannabis Management to a cannabis retail business.

#### **617.03: STATE LICENSE REQUIRED.**

Operation of a cannabis business of the types established by Minnesota Statutes, section 324.10 within the city shall require a state license in accordance with Minnesota Statutes, section 342.14.

#### **617.04: RETAIL REGISTRATION:**

##### **(1) Consent to Registering Cannabis Businesses and Hemp Retail Business**

- (a) No individual or entity may operate a state-licensed cannabis retail business or hemp retail business within Lino Lakes without first registering with the city.**
- (b) Any state-licensed cannabis retail business or hemp retail business that sells to a customer or patient without a valid retail registration shall incur a civil penalty of up to \$2,000 per violation.**



(2) Compliance Checks Prior to Retail Registration

- (a) Prior to issuance of a cannabis retail business or hemp retail business registration, the city shall conduct a preliminary compliance check to ensure compliance with local ordinances.
- (b) Pursuant to Minnesota Statutes Chapter 342, within 30 days of receiving a copy of a state license application from OCM, the city shall certify on a form provided by OCM whether a proposed cannabis retail business or hemp retail business complies with local zoning ordinances and, if applicable, whether the proposed business complies with the city's zoning ordinance and state fire and building codes.

(3) Registrations Limited:

- (a) The city limits the number of cannabis retail businesses to no more than one registration for every 12,500 residents within city limits.
- (b) Registrations for cannabis retail businesses shall be issued in order as of the date the city has received a complete application.

(4) Registration Fees:

- (a) Applicants for registration or renewal registrations shall be required to pay the registration and renewal fees as established by the city's fee schedule depending upon the type of retail business license applied for and in accordance with the following:
  - 1. An initial retail registration fee shall not exceed five hundred dollars (\$500) or one-half (1/2) the amount of an initial state license fee established by Minnesota Statutes, section 342.11, whichever is less. The initial registration fee shall include the initial retail registration fee and the first annual renewal fee.
  - 2. Any renewal retail registration fee imposed by the city shall be charged at the time of the second renewal and each subsequent renewal thereafter.
  - 3. A renewal retail registration fee shall not exceed one thousand dollars (\$1,000) or one-half (1/2) the amount of a renewal state license fee established by Minnesota Statutes, section 342.11, whichever is less.
  - 3. A medical combination business operating as an adult-use retail location shall only be charged a single registration fee, not to exceed the lesser of



a single retail registration fee, defined by this section, for the adult-use retail business.

4. No registration fee shall be required for location change applications required under Section 617.04 (8) of this chapter.

(b) The registration/renewal fee shall be non-refundable once processed in accordance with Section 617.04(6) of this chapter.

(5) Application Submittal.

(a) The city shall issue a retail registration to a state-licensed cannabis retail business or hemp retail business that adheres to the requirements of Minnesota Statutes, section 342.22 and is in compliance with this chapter.

1. An applicant for either a cannabis or hemp retail registration shall fill out an application form, as provided by the city. The application form shall include, but is not limited to:

i. Full name of the property owner and applicant;

ii. Address, email address, and telephone number of the applicant;

iii. The address and parcel ID for the property which the retail registration is sought;

iv. Name of the cannabis retail business or hemp retail business to be registered;

v. Certification that the applicant complies with the requirements of local ordinances established pursuant to Minn. Stat. 342.13.

2. The applicant shall include with the form:

i. the registration fee as required in Section 617.04(a) of this chapter;

ii. a copy of a valid state license or written notice of OCM license preapproval;

iii. a map showing the retail store meets the minimum buffer requirements outlined in Section 617.06 of this section of this chapter.



3. Once an application is considered complete, the City Clerk shall inform the applicant as such, process the application fees, and forward the application to the City Administrator or designee for approval or denial.

(6) Application Approval. Registration of a cannabis retail business or hemp retail business will be approved by the city and in effect so long as the following requirements are met:

- (a) A state-licensed cannabis retail business registration will not exceed the maximum number of registered cannabis retail businesses permitted under Section 617.04(3) of this chapter;
- (b) All applicable registration/renewal fees are paid in full;
- (c) The applicant holds a valid license or license preapproval issued to the cannabis retail business by OCM for a cannabis retail license or valid lower-potency hemp edible retailer license issued by OCM for a hemp retail license.
- (d) If applicable, the applicant is current on all property taxes and assessments at the location where the retail establishment is located; and
- (e) The cannabis retail business or hemp retail business is found to be in compliance with the zoning code (Chapter 1007) and all requirements of Section 6.17.05 and 617.06

(7) Annual Compliance Checks

- (a) The city shall complete at minimum one unannounced compliance check per calendar year of every registered cannabis retail business and hemp retail business to assess if the business meets age verification requirements, as required under Minnesota Statutes, section 342.22, Subd. 4(b), Minnesota Statutes, section 342.24, and this chapter.
- (b) Age verification compliance checks shall involve persons at least 17 years of age but under the age of 21 who, with the prior written consent of a parent or guardian if the person is under the age of 18, attempt to purchase adult-use cannabis flower, adult-use cannabis products, lower-potency hemp edibles, or hemp-derived consumer products under the direct supervision of a law enforcement officer or an employee of the local unit of government.
- (d) Any failures under this section must be reported to the Office of Cannabis Management.



(8) Location Change

- (a) A registered cannabis retail business or hemp retail business shall be required to submit a new application for registration under Section 617.04 of this chapter if it seeks to move to a new location still within the city.
- (b) A previously registered cannabis retail business or hemp retail business that seeks to change locations within the city shall be subject to all requirements of this chapter, including but not limited to the location requirements established by Chapter 1007 of the city code (zoning ordinance).

(9) Registration is nontransferable. Cannabis retail business and hemp retail business registrations issued under this chapter shall not be transferred to a different cannabis retail business or hemp retail business.

(10) Renewal of Registration. A registration for a state-licensed cannabis retail business or a hemp retail business shall be renewed at the same time OCM renews the license for that business, provided:

- (a) The business shall apply to renew registration on a form established by the city.
- (c) An applicant for a renewal registration shall pay the renewal registration fee required under Section 617.04 (4) of this chapter.
- (d) The application for renewal of a retail registration shall include but is not limited items required under Section 617.04 (5) of this chapter.

(11) Suspension of Registration

(a) When Suspension is Warranted.

- 1. The city may suspend a cannabis or hemp business's registration if it violates the provisions of this chapter or poses an immediate threat to the health or safety of the public. The city shall immediately notify the business in writing the grounds for the suspension.

2. Notification to OCM.

The city shall immediately notify the OCM in writing of the grounds for the suspension. OCM will provide the city and cannabis retail business or hemp retail business a response to the complaint within seven calendar days and perform any necessary inspections within 30 calendar days.

3. Length of Suspension.



The suspension of a cannabis retail business or hemp retail business registration may be up to 30 calendar days, unless OCM suspends the license for a longer period. The business may not make sales to customers if their registration is suspended.

- i. The City Administrator or designee shall determine the appropriate length of suspension. For the first violation, the presumptive suspension shall be seven (7) days. For a second violation found within an eighteen (18) month period, the presumptive suspension shall be fourteen (14) days. For a third and all subsequent violations within an eighteen (18) month period, the presumptive suspension shall be thirty (30) days. Nothing in this section shall prevent the City Administrator or designee from deviating from the presumptive suspension length based on the specific circumstances of a given violation, including but not limited to the severity of the violation, whether the violation was knowing or intentional, and the degree of risk to the public health caused by the violation.
- ii. The city may reinstate a registration if it determined that the violations have been resolved.
- iii. The city shall reinstate a registration if OCM orders reinstatement.

4. Civil Penalties.

Subject to Minnesota Statutes, section 342.22, Subd. 5(e) the city may impose a civil penalty, as specified in the city's fee schedule, for registration violations, not to exceed \$2,000.

**617.05 PERFORMANCE STANDARDS:** Operation of a cannabis business of the types established by Minnesota Statutes, section 324.10 within the city shall comply with the provisions of this chapter and the following:

- (1) Building Code. The cannabis business shall comply with the provisions of 1003, of this code.
- (2) Zoning Ordinance. The cannabis business shall comply with the provisions of Chapter 1007 of this code.



- (3) Ventilation: A cannabis business shall be ventilated so that the odor of marijuana cannot be detected by a person with a normal sense of smell at the exterior of the cannabis business at the property line.
- (4) Age Limitations: No cannabis flower, cannabis products, lower-potency hemp edibles, or hemp derived consumer products shall be sold to any person under twenty-one (21) years of age unless the person is enrolled in the registry program and the cannabis business holds a medical cannabis retail endorsement.
- (5) Hours of Operation. Cannabis businesses are limited to retail sale of cannabis, cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products between the hours of 10:00 am and 9:00 pm, Sunday through Saturday.
- (6) Prohibited Activities:
  - (a) Consumption or use of edible cannabis products onsite of a cannabis retail business is prohibited except for licensed microbusinesses that have an on-site consumption endorsement and meets all requirements of Minnesota Statutes, section 342.28, Subd. 10.
  - (b) There shall be no outdoor events or sales associated with a cannabis business; all such activities shall occur within a principal or accessory building, including temporary structures, as allowed in compliance with Chapter 1007 of this code.
  - (c) No cannabis business shall occupy a residential dwelling unit.

**617.06 MINIMUM BUFFER REQUIREMENT.** Except as provided for in subpart 2 of this subdivision, setbacks shall be measured from the closest point of the property line upon which the cannabis business is located, to the property line of the following uses:

- (1) A cannabis retail business shall not operate within 1000 feet of a school, ,500] feet of a residential treatment facility.
- (2) A cannabis retail business shall not operate within 500 feet of an attraction within a public park that is regularly used by minors, including a playground or athletic field. For purposes of this subpart, the distance measured shall be between the closest point of the property line upon which the cannabis business is located and the attraction that is regularly used by minors.
- (3) Nothing in this section shall prohibit an active cannabis business or a cannabis business seeking registration from continuing operation at the same site if a school, residential treatment facility, or a park attraction regularly used by minors, is installed or moves within the minimum buffer zone.



#### **617.07 TEMPORARY CANNIBIS EVENTS:**

- (1) Temporary Cannabis Event Permit Required: A temporary cannabis event permit is required to be issued and approved by the city prior to holding a Temporary Cannabis Event.
- (2) Fee: A registration fee, as established in city's fee schedule, shall be charged to applicants for a temporary cannabis event permit. The application fee shall be non-refundable.
- (3) Application Submittal and Review:

(a) An applicant for a temporary cannabis event permit shall fill out an application form, as provided by the city. The application shall include, but is not limited to:

1. Full name of the property owner and applicant;
2. Address, email address, and telephone number of the applicant;
3. Site plan of event space, including location and number of access points
4. Proposed capacity of event space
5. Plans for security to general public safety, security for cannabis workers, security of intoxicating cannabinoid product displays, and storage security of intoxicating cannabinoid products.
6. Plans on how to restrict access of intoxicating products to minors and verify age at the time of sale.
7. Plans on how waste will be disposed properly.
8. Details on how sales take place in an established retail space and how sales are recorded for tax collection.
9. Full list of all vendors with a brief explanation of what they are providing/selling and their license number/information.
10. Other information as required by the city based on the type or size of the event.

(b) The applicant shall include with the application form:



1. The application fee as required in Section 617.07 (2) of this chapter;
2. A copy of the OCM cannabis event license application, submitted pursuant to Minn. Stat. 342.39 subd. 2.
3. The application shall be submitted to the City Clerk or designee for review, no less than 45 days prior to the event. If the designee determines that a submitted application is incomplete, they shall return the application to the applicant with the notice of deficiencies.

(c) Once an application is considered complete, the City Clerk shall inform the applicant that the application is complete, process the application fees, and forward the application to the City Council for approval or denial at a regularly scheduled City Council meeting.

1. The application for a temporary cannabis event permit shall meet the following standards:
  - a. Minimum Buffer Zone Required: A temporary cannabis event shall provide a minimum buffer zone from the following uses:  
Five hundred feet (500') from a school, as measured from the property line of the school property.
  - b. Temporary cannabis events shall only occur between the hours of ten o'clock (10:00) A.M. and ten o'clock (10:00) P.M, unless extended by the city council with approval of a special event permit.
  - c. Adequate security for the event is in place to ensure compliance with the requirements of state law and city code.

(d) An application for a temporary cannabis event permit that meets the requirements of this section shall be approved.

(e) A request for a temporary cannabis event permit that does not meet the requirements of this section shall be denied. The city shall notify the applicant of the standards not met and basis for denial.



**617.08 USE IN PUBLIC PLACES:** No person shall use cannabis flower, cannabis products, lower potency hemp edibles, or hemp-derived consumer products in a public place or a place of public accommodation unless the premises is an establishment, or an event licensed to permit on-site consumption of cannabis products.

**617.09 LOCAL GOVERNMENT AS A CANNABIS RETAILER.** Any municipal cannabis retail store shall not be included in any limitation on the number of registered cannabis retail businesses established in this ordinance.

(1) Notwithstanding anything within this Chapter to the contrary, the city may establish, own and operate one municipal cannabis retail business.

(2) The city shall be subject to all the same retail license requirements and procedures applicable to all other applicants.

**617.10 SEVERABILITY:**

If any provision of this chapter is for any reason held to be invalid, such decision shall not affect the validity of the remaining provisions of this chapter.

**Section 2.** This Ordinance shall be in force and effect from and after upon its passage and publication according to the Lino Lakes City Charter.

**ADOPTED** by the Lino Lakes City Council this \_\_\_\_ day of February, 2025.

**CITY OF LINO LAKES**

BY: \_\_\_\_\_  
Rob Rafferty, Mayor

ATTEST

BY: \_\_\_\_\_  
Roberta Colotti, CMC, City Clerk



**CITY COUNCIL  
REGULAR MEETING STAFF REPORT  
AGENDA ITEM 6E**

**STAFF ORIGINATOR:** Diane Hankee, PE, City Engineer

**MEETING DATE:** February 10,2025

**TOPIC:** Consider Resolution No. 25-18, Approving Payment No. 1 (Final), Hodgson Road and County Road J Roundabout Decorative Lighting Project

**VOTE REQUIRED:** Simple Majority

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**INTRODUCTION**

Staff is requesting council consideration to finalize the Hodgson Road and County Road J Roundabout Decorative Lighting Project.

**BACKGROUND**

On May 28, 2024 the City Council accepted quotes for the Hodgson Road and County Road J, Decorative Lighting Project. This in conformance with The City's Gateway Design for the CSAH 49 (Hodgson Road) and CR J (Ash Street) intersection. The low quote was awarded to Killmer Electric Company, Inc. in the amount of \$127,776.00. During the project additional electrical was run to coordinate the cabinet location with the county lighting system. The overall contract amount is \$128,103.60 which is within the project budget contingency.

The project is funded through a combination of developer contributions and municipal state aid streets funds.

**RECOMMENDATION**

Approve Resolution No. 25-18, Approving Payment No. 1 (Final), Hodgson Road and County Road J Roundabout Decorative Lighting Project in the amount of \$128,103.60 to Killmer Electric Company, Inc..

**ATTACHMENTS**

1. Resolution 25-18
2. Pay Request No. 1 (Final) – Hodgson Road and County Road J Roundabout Decorative Lighting



**CITY OF LINO LAKES  
RESOLUTION NO. 25-18**

**APPROVING PAYMENT NO. 1 AND FINAL FOR HODGSON ROAD AND COUNTY  
ROAD J ROUNDABOUT DECORATIVE LIGHTING PROJECT**

**WHEREAS**, on May 28, 2024, the City Council passed resolution 24-56, awarding the contract for the Hodgson Road and County Road J Roundabout Decorative Lighting Project to Killmer Electric Company, Inc. in the amount of \$127,776.00; and

**WHEREAS**, a complete summary of costs are detailed in Payment No. 1 (Final) where the final amount of the Hodgson Road and County Road J Roundabout Decorative Lighting Project was \$128,103.60;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of Lino Lakes that Payment Request No. 1 (Final) is approved for a final payment amount of \$128,103.60 for the Hodgson Road and County Road J Roundabout Decorative Lighting Project to Killmer Electric Company, Inc.

Adopted by the Council of the City of Lino Lakes this 10<sup>th</sup> day of February, 2025.

\_\_\_\_\_  
Rob Rafferty, Mayor

ATTEST:

\_\_\_\_\_  
Roberta Colotti, CMC, City Clerk



<b>stClient:</b> City of Lino Lakes 600 Town Center Parkway Lino Lakes, MN 55014-1182	<b>Contractor:</b> Killmer Electric Company, Inc. 5141 Lakeland Road Crystal, MN 55429
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<b>WSB Project No.:</b> 021397-000
<b>Client Project No.:</b>
<b>State Project No.:</b>
<b>Federal Project No.:</b>

Contract Amount		Funds Encumbered	
Original Contract	\$127,776.00	Original	\$127,776.00
Contract Changes	\$0.00	Additional	N/A
Revised Contract	\$127,776.00	Total	\$127,776.00

Work Certified To Date	
Base Bid Items	\$128,103.60
Contract Changes	\$0.00
Material On Hand	\$0.00
Total	\$128,103.60

Work Certified This Voucher	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Voucher	Total Amount Paid To Date
\$128,103.60	\$128,103.60	\$0.00	\$0.00	\$128,103.60	\$128,103.60
Percent Retained: 0%			Percent Complete: 100.26%		

## FINAL PAY VOUCHER

I hereby certify that a Final Examination has been made of the noted Contract, that the Contract has been completed, that the entire amount of Work Shown in this Final Voucher has been performed and the Total Value of the Work Performed in accordance with, and pursuant to, the terms of the Contract is as shown in this Final Voucher.

Approved By Killmer Electric Company, Inc.

Approved By WSB

Reid Golyer  
Signature

Jordan G. Golyer  
Signature

January 24th, 2025  
Date

January 24, 2025  
Date

Approved By City of Lino Lakes

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



Payment Summary				
No.	Up Through Date	Work Certified Per Voucher	Amount Retained Per Voucher	Amount Paid Per Voucher
1	01/24/2025	\$128,103.60	\$0.00	\$128,103.60

Funding Category Name	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Voucher	Total Amount Paid To Date
Local	\$128,103.60	\$0.00	\$0.00	\$128,103.60	\$128,103.60

Accounting Number	Funding Source	Amount Paid This Voucher	Revised Contract Amount	Funds Encumbered To Date	Paid Contractor To Date
1	Local	\$128,103.60	\$127,776.00	\$127,776.00	\$128,103.60

Contract Item Status									
Line No.	Item	Description	Unit	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
1	2021.501	MOBILIZATION	LS	\$6,250.00	1	1	\$6,250.00	1	\$6,250.00
2	2545.602	FURNISH AND INSTALL LIGHTING UNIT TYPE SPECIAL 1	EA	\$7,750.00	5	5	\$38,750.00	5	\$38,750.00
3	2545.602	FURNISH AND INSTALL LIGHTING UNIT TYPE SPECIAL 2	EA	\$8,875.00	7	7	\$62,125.00	7	\$62,125.00
4	2545.602	FURNISH AND INSTALL UPLIGHT UNIT TYPE SPECIAL 3	EA	\$975.00	3	3	\$2,925.00	3	\$2,925.00
5	2545.502	LIGHT FOUNDATION DESIGN SPECIAL	EA	\$655.00	3	3	\$1,965.00	3	\$1,965.00
6	2545.502	SERVICE CABINET -TYPE L2	EACH	\$1.00	1	1	\$1.00	1	\$1.00
7	2545.502	SERVICE EQUIPMENT	EACH	\$1.00	1	1	\$1.00	1	\$1.00
8	2545.503	2" NON-METALLIC CONDUIT	L F	\$12.00	70	70	\$840.00	70	\$840.00
9	2545.503	0.75" NON-METALLIC CONDUIT	L F	\$7.35	40	40	\$294.00	40	\$294.00
10	2545.503	UNDERGROUND WIRE 1/C 8 AWG	L F	\$1.95	7500	7668	\$14,952.60	7668	\$14,952.60
<b>Bid Totals:</b>						<b>\$128,103.60</b>		<b>\$128,103.60</b>	

Project Category Totals			Amount This Voucher	Amount To Date
Category				
LIGHTING AND ELECTRICAL BID			\$128,103.60	\$128,103.60

Contract Change Item Status											
CC	CC No.	Line No.	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date



Contract Change Item Status											
CC	CC No.	Line No.	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
Contract Change Totals:											

Contract Change Totals				
No.	Contract Change	Description	Amount This Voucher	Amount To Date

Material On Hand Additions					
Line No.	Item	Description	Date	Added	Comments

Material On Hand Balance						
Line No.	Item	Description	Date	Added	Used	Remaining



**CITY COUNCIL  
REGULAR MEETING STAFF REPORT  
AGENDA ITEM 6F**

**STAFF ORIGINATOR:** Diane Hankee PE, City Engineer

**MEETING DATE:** February 10, 2025

**TOPIC:** 2025 Street Rehabilitation

- i. Consider Resolution No. 25-19, Accepting bids, Awarding Construction Contract
- ii. Consider Resolution No. 25-20, Approving Construction Services Contract with WSB LLC

**VOTE REQUIRED:** Simple Majority

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**INTRODUCTION**

Staff is requesting Council's consideration to accept bids, award a construction contract, and approve a construction services contract for the 2025 Street Rehabilitation Project.

**BACKGROUND**

On December 9, 2024, the City Council ordered the project and authorized the advertisement for bid for the 2025 Street Rehabilitation Project. The street project is in conformance with the City's Pavement Management Program and Capital Improvement Planning. The Pavement Management Program evaluates the condition of the roadways and provides recommendations for maintenance for the City's entire network of roadways. The proposed improvements are as follows:

Mill and Overlay (approximately 1.25 miles)

- Coyote Trl and Ct
- Fawn Ln (south of Birch), Beaver Trl, and Muskrat Run
- E. Shadow Lake Ct, White Birch Ct, and Red Birch Ct

Bid Alternates

1. Linden Ln (0.3 miles)
2. Red Hawk Trl (0.1 miles)
3. Thin Overlay of Orange St, Eva St, Olive St, and Maple St (0.82 miles)

The bid alternate is advancing part of the 2026 Street Rehabilitation project. The project area has been prone to water system breaks thus gate valves and water system repairs are being replaced as part of the project.



Bids were received on Tuesday, February 4, 2025. A total of 8 bids were received and are summarized in the following table:

Contractor	Base Bid	Alternate 1 - Linden Lane Overlay Improvements	Alternate 2 - Red Hawk Trail Overlay Improvements	Alternate 3 - Maple St., Orange St., Olive St., Eva St. Thin Overlay Improvements	Base Bid and Alternates
GMH Asphalt	\$906,493.91	\$88,802.51	\$50,128.21	\$151,606.51	\$1,197,031.00
North Valley	\$954,027.50	\$92,867.01	\$52,559.51	\$153,507.25	\$1,253,001.27
Park Construction Company	\$1,010,245.70	\$109,379.70	\$55,991.20	\$167,953.00	\$1,343,569.60
OMG Midwest	\$1,070,260.00	\$89,618.50	\$47,985.00	\$157,270.00	\$1,365,133.50
Northwest	\$1,123,416.43	\$101,284.30	\$55,497.10	\$165,000.50	\$1,445,198.33
Valley Paving, Inc	\$1,136,186.15	\$106,981.00	\$59,877.00	\$171,738.00	\$1,474,782.15
Asphalt Surface Technologies	\$1,206,939.60	\$93,444.40	\$49,675.20	\$159,806.00	\$1,509,865.20
Bituminous Roadways	\$1,235,485.00	\$90,830.00	\$52,126.50	\$134,410.00	\$1,512,851.50

The low bid was submitted by GMH Asphalt Corporation of Chaska, MN in the base bid amount of \$906,493.91 and bid alternate amounts totaling \$290,537.23 for a total project cost of \$1,197,031.00. The base bid and bid alternate amount is within the annual street improvement budget and is being recommended for award.

The estimated total project cost is \$1,450,000.00. Funding for the project is expected to be from the Pavement Management Fund, and Water Operating Fund.

The substantial completion date which includes the first lift of paving is August 29, 2025 and the final completion date for this project is October 30, 2025.

WSB LLC has submitted a proposal to complete the construction services for the 2025 Street Rehabilitation Project in the amount of \$93,880.00.

### **RECOMMENDATION**

Staff recommends adoption of Resolution No. 25-19, Accepting the Bid and Awarding a Construction Contract for 2025 Street Rehabilitation Project in the amount of \$1,197,031.00 to GMH Asphalt Corporation, and adoption of Resolution No. 25-20, Approving the Construction Services Contract with WSB LLC. for the 2025 Street Rehabilitation Project, in the amount of \$93,880.00.

### **ATTACHMENTS**

1. Resolutions 25-19 and 25-20



2. Project Map
3. Bid Summary
4. WSB Proposal



**CITY OF LINO LAKES  
RESOLUTION NO. 25-19**

**ACCEPT BID AND AWARDING A CONSTRUCTION CONTRACT  
2025 STREET REHABILITATION PROJECT**

**WHEREAS**, pursuant to an advertisement for bids for the construction of the 2025 Street Rehabilitation Project, bids were received, opened and tabulated according to law, and the following bids were received complying with the advertisement; and

Contractor	Base Bid	Alternate 1 - Linden Lane Overlay Improvements	Alternate 2 - Red Hawk Trail Overlay Improvements	Alternate 3 - Maple St., Orange St., Olive St., Eva St. Thin Overlay Improvements	Base Bid and Alternates
GMH Asphalt	\$906,493.91	\$88,802.51	\$50,128.21	\$151,606.51	\$1,197,031.00
North Valley	\$954,027.50	\$92,867.01	\$52,559.51	\$153,507.25	\$1,253,001.27
Park Construction Company	\$1,010,245.70	\$109,379.70	\$55,991.20	\$167,953.00	\$1,343,569.60
OMG Midwest	\$1,070,260.00	\$89,618.50	\$47,985.00	\$157,270.00	\$1,365,133.50
Northwest	\$1,123,416.43	\$101,284.30	\$55,497.10	\$165,000.50	\$1,445,198.33
Valley Paving, Inc	\$1,136,186.15	\$106,981.00	\$59,877.00	\$171,738.00	\$1,474,782.15
Asphalt Surface Technologies	\$1,206,939.60	\$93,444.40	\$49,675.20	\$159,806.00	\$1,509,865.20
Bituminous Roadways	\$1,235,485.00	\$90,830.00	\$52,126.50	\$134,410.00	\$1,512,851.50

**WHEREAS**, it appears that GMH Asphalt Corporation is the lowest responsible bidder; and

**WHEREAS**, the City Council finds that it would be in the best interest of the city to proceed with the project,

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Lino Lakes:

1. The Mayor and Clerk are hereby authorized and directed to enter into a contract with GMH Asphalt Corporation in the amount of \$1,197,031.00 by the name of the City of Lino Lakes for the construction of the 2025 Street Rehabilitation Project according to the plans and specifications approved by the City Council and on file in the office of the City Clerk.



2. The City Clerk is hereby authorized and directed to return forthwith to all bidder the Bid Bonds made with their bids, except that the deposits of the successful bidder and the next two lowest bidders shall be retained until a contract has been signed.

Adopted by the Council of the City of Lino Lakes this 10<sup>th</sup> day of February, 2025.

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Rob Rafferty, Mayor

ATTEST:

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Roberta Colotti, City Clerk



**CITY OF LINO LAKES  
RESOLUTION NO. 25-20**

**APPROVING THE CONSTRUCTION SERVICES CONTRACT  
2025 STREET REHABILITATION PROJECT**

**WHEREAS**, pursuant to the City Council awarding a construction contract to GMH Asphalt Corporation in the amount of \$1,091,835.00, on February 10, 2025; and

**WHEREAS**, WSB LLC has submitted a proposal to complete the construction services for the 2025 Street Rehabilitation Project in the amount of \$93,880.00; and

**WHEREAS**, the City Council finds that it would be in the best interests of the City to proceed with the construction oversight and administration,

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Lino Lakes, the Mayor and Clerk are hereby authorized and directed to enter into a contract with WSB LLC, in the name of the City of Lino Lakes for the construction services of the 2025 Street Rehabilitation Project.

Adopted by the Council of the City of Lino Lakes this 10<sup>th</sup> day of February, 2025.

\_\_\_\_\_  
Rob Rafferty, Mayor

ATTEST:

\_\_\_\_\_  
Roberta Colotti, CMC, City Clerk





 Parcels

 Base Bid  
 Bid Alternate

1 in = 655 Ft

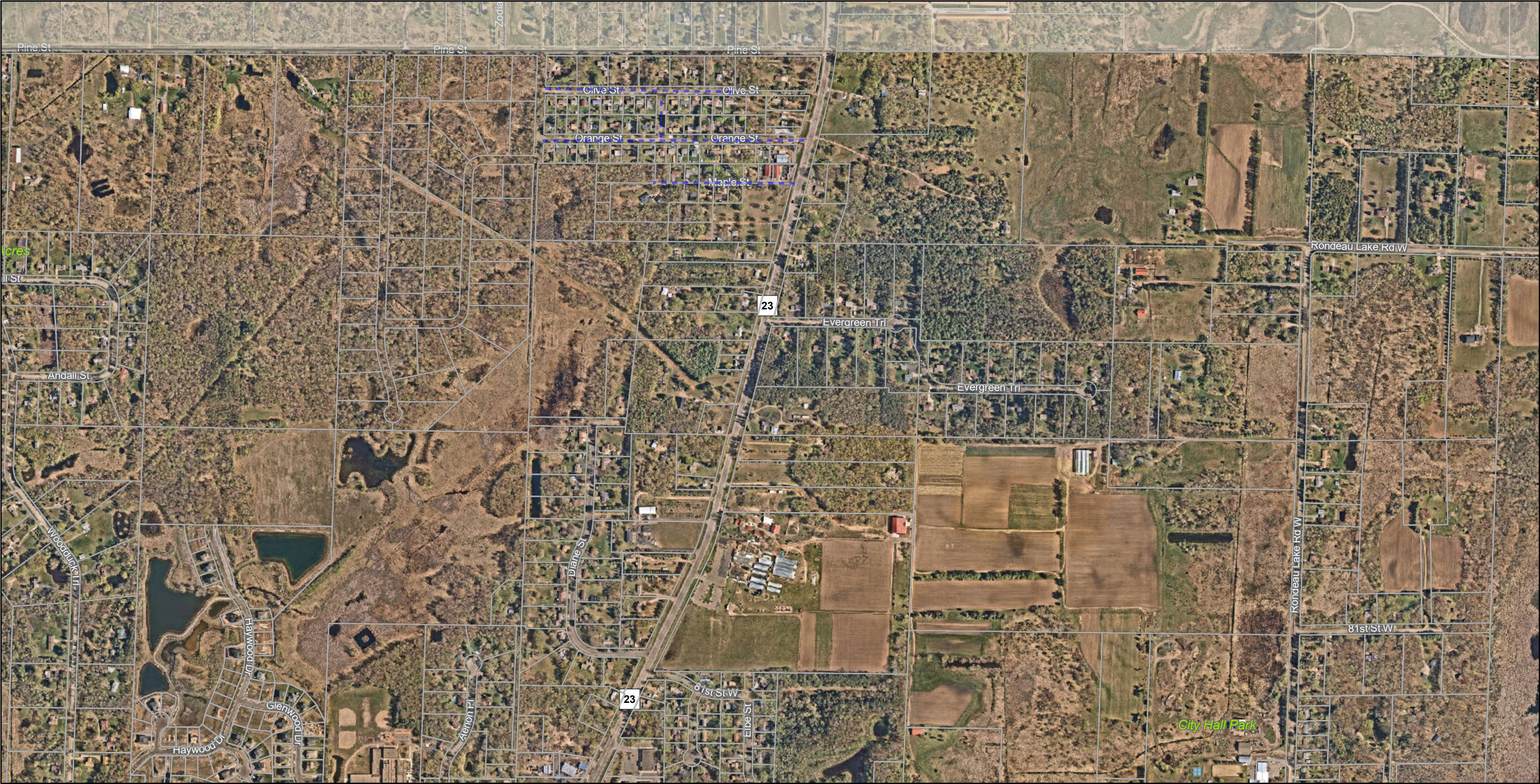


# 2025 Street Rehabilitation Project

  
September 23, 2024  
Map Powered By Datafi







Parcels  
City Mask

Base Bid  
Bid Alternate

1 in = 654 Ft



2025 Street Rehabilitation Project

September 23, 2024  
Map Powered By Datafi





## BID TABULATION SUMMARY

**PROJECT:**  
2025 Rehabilitation Project

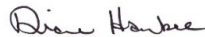
**OWNER:**  
City of Lino Lakes

**WSB PROJECT NO.:**  
026891-000

**Bids Opened: Tuesday, February 4, 2025 @ 11:00AM**

		Bid Security (5%)	Base Bid	Alternate 1	Alternate 2	Alternate 3	Total Base Bid and Alternates
1	GMH Asphalt Corporation	X	\$906,493.91	\$88,802.51	\$50,128.21	\$151,606.51	\$1,197,031.00
2	North Valley	X	\$954,027.50	\$92,867.01	\$52,559.51	\$153,507.25	\$1,253,001.27
3	Park Construction Company	X	\$1,010,245.70	\$109,379.70	\$55,991.20	\$167,953.00	\$1,343,569.60
4	OMG Midwest	X	\$1,070,260.00	\$89,618.50	\$47,985.00	\$157,270.00	\$1,365,133.50
5	Northwest	X	\$1,123,416.43	\$101,284.30	\$55,497.10	\$165,000.50	\$1,445,198.33
6	Valley Paving, Inc	X	\$1,136,186.15	\$106,981.00	\$59,877.00	\$171,738.00	\$1,474,782.15
7	Asphalt Surface Technologies	X	\$1,206,939.60	\$93,444.40	\$49,675.20	\$159,806.00	\$1,509,865.20
8	Bituminous Roadways	X	\$1,235,485.00	\$90,830.00	\$52,126.50	\$134,410.00	\$1,512,851.50
Engineer's Opinion of Cost			\$1,091,835.00	\$84,255.00	\$41,758.50	\$144,770.00	\$1,362,618.50

I hereby certify that this is a true and correct tabulation of the bids as received on February 4, 2025.



Diane Hanke, Senior Professional Engineer

 Denotes corrected figure





February 7, 2025

Mr. Michael Grochala  
Community Development Director  
City of Lino Lakes  
600 Town Center Parkway  
Lino Lakes, MN 55014

Re: Proposal for Construction Services for 2025 Street Rehabilitation Project  
WSB Project No. R-026891-000

Dear Mr. Grochala:

WSB & Associates, Inc. is pleased to provide a proposal for construction services associated with the 2025 Street Rehabilitation Project. This construction services proposal would be subsequent to the City Council awarding the construction contract.

The proposed 2025 Street Rehabilitation Improvements Project includes the following:

Mill and Overlay (approximately 1.25 miles)

- Coyote Trl and Ct
- Fawn Ln (south of Birch), Beaver Trl, and Muskrat Run
- E. Shadow Lake Ct, White Birch Ct, and Red Birch Ct

Bid Alternate

1. Linden Ln (0.3 miles)
2. Red Hawk Trl (0.1 miles)
3. Thin Overlay of Orange St, Eva St, Olive St, and Maple St (0.82 miles)

In addition to the roadway rehabilitation, the City will be replacing gate valves throughout the street project.

**Scope of Engineering Services**

WSB is pleased to provide professional construction engineering services for the 2025 Street Rehabilitation Project including contract administration, construction observation, construction staking, and public notice and weekly updates for project stakeholders. Below is a detailed description of the engineering services and WSB's proposed approach.

**I. Construction Services**

**a. Project Management/Contract Administration**

Contract Administration includes holding meetings with the contractor & City of Lino Lakes (preconstruction & weekly construction), processing monthly quantities for pay vouchers, and communicating with residents on a weekly basis.

**b. Construction Observation**

WSB will provide an experienced engineering specialist whose responsibilities will include communicating with the Contractor as an agent of the City, calculating and keeping track of daily construction quantities and costs, contact and meet with residents as necessary, and work with the Contractor to assist with a quality constructed product.

**c. Construction Staking (Survey)**



WSB will provide Surveying staff as necessary to provide field staking for necessary utility alignments, elevations, and any necessary curbing or structure related information during construction. WSB will collect as-built information as necessary once construction is completed.

**Proposed Fee**

WSB will complete the scope of work the project discussed herein on hourly basis for a not-to-exceed amount of \$93,880.00. Tasks not shown are considered outside of the scope of services. If additional work is necessary, we will prepare a detailed scope of work and include it as an addendum to this agreement.

This letter represents our complete understanding of the 2025 Street Rehabilitation Project and the proposed scope of services. If you agree with the scope of services and proposed fee, please sign in the appropriate space below and return one copy to us.

If you have any questions about this proposal, please feel free to call me at 763-287-8536.

Sincerely,



Brian Bourassa  
Client Representative

*Mark Erichson*

Mark Erichson  
Director

---

**ACCEPTANCE:**

The City of Lino Lakes hereby accepts the WSB proposal of \$93,880.00 for services outlined in this letter.

**City of Lino Lakes**

Name \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_



**CITY COUNCIL  
REGULAR MEETING STAFF REPORT  
AGENDA ITEM G**

**STAFF ORIGINATOR:** Tom Hoffman, Environmental Coordinator

**MEETING DATE:** February 10, 2025

**TOPIC:** North Oaks Mixed Use EAW Record of Decision

**VOTE REQUIRED:** Simple Majority

---

**INTRODUCTION**

The North Oaks Mixed Use Development Environmental Assessment Worksheet (EAW) was approved for distribution by the City Council on December 9, 2024. The document was filed with the Minnesota Environmental Quality Board (EQB) and circulated for review and comments to the required EAW distribution list. A Notice of Availability was published in the EQB Monitor on Tuesday, December 17, 2024. Notice was also provided to properties within 600 feet of the proposed project.

The EAW is not meant to approve or disapprove a project, but is simply a source of information to guide other approvals and permitting decisions. Minnesota Rule 4410.177, Subpart 2 requires the City to make either a negative declaration or a positive declaration on the need for an EIS. The City shall base its decision regarding the need for an EIS on the information gathered during the EAW process and the comments received on the EAW. In doing so, the City must prepare a record of decision that includes the information supporting the decision.

Minnesota Rules 4410.1700, Subp. 7 lists four criteria that shall be considered in deciding whether a project has the potential for significant environmental effects. Those criteria are:

- A. Type, extent, and reversibility of environmental effects;
- B. Cumulative potential effects. The RGU shall consider the following factors: whether the cumulative potential effect is significant; whether the contribution from the project is significant when viewed in connection with other contributions to the cumulative potential effect; the degree to which the project complies with approved mitigation measures specifically designed to address the cumulative potential effect; and the efforts of the proposer to minimize the contributions from the project;



- C. The extent to which the environmental effects are subject to mitigation by ongoing public regulatory authority. The RGU may rely only on mitigation measures that are specific and that can be reasonably expected to effectively mitigate the identified environmental impacts of the project; and
- D. The extent to which environmental effects can be anticipated and controlled as a result of other available environmental studies undertaken by public agencies or the project proposer, including other EISs.

## **BACKGROUND**

The thirty day comment period closed on January 16, 2025. The City received a number of written comments from agencies and citizens. The City must respond to every substantive comment. Substantive comments are comments that address the accuracy and completeness of the materials contained in the EAW, potential impacts that may warrant further investigation before the project is commenced, and the need for an Environmental Impact Statement (EIS) on the proposed project.

The City's response to substantive comments received during the comment period are included in the attached draft Record of Decision document.

Findings of Fact of the attached response document provides the City's findings of fact and addresses each of the above referenced criteria. Section 6. Record of Decision concludes that an EIS is not required.

The Environmental board reviewed the document at their January 29<sup>th</sup> meeting and had no additional comments associated with the EAW. The board recommended Approving the Record of Decision Making a Negative Declaration on the need for an Environmental Impact Statement to Council.

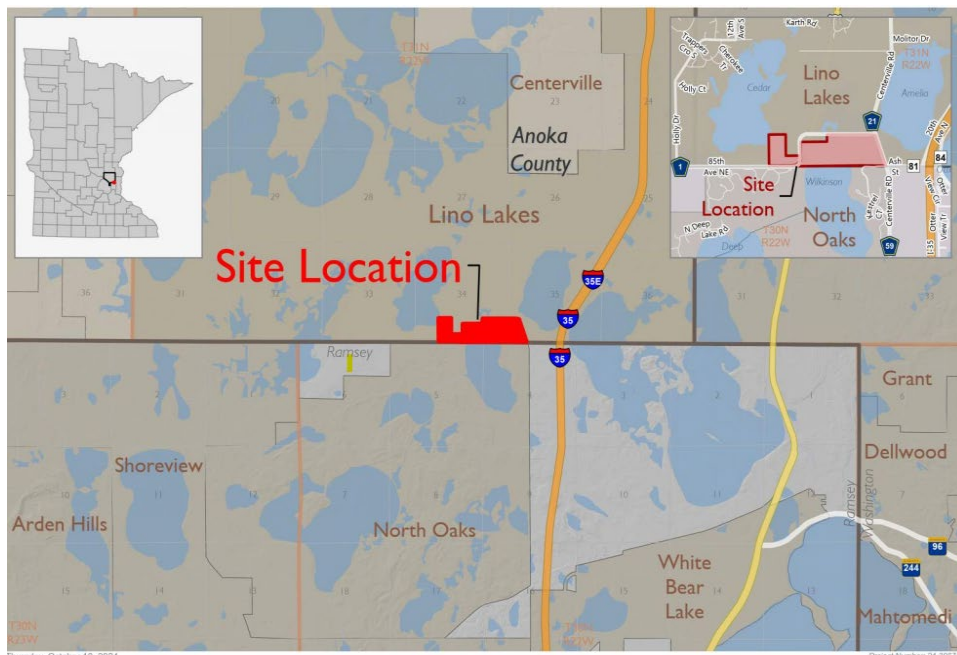
## **RECOMMENDATION**

Approve Record of Decision Making a Negative Declaration on the need for an Environmental Impact Statement for the North Oaks Mixed Use Development.

## **ATTACHMENTS**

- Response to comments, findings of fact, and record of decision
- Resolution NO. 25-12





## **North Oaks Mixed Use Development**

### **RESPONSE TO COMMENTS, FINDINGS OF FACT, AND RECORD OF DECISION**

**CITY: LINO LAKES**

**COUNTY: ANOKA**

Responsible Government Unit (RGU)

City of Lino Lakes

600 Town Center Parkway

Lino Lakes, MN 55014

Linolakes.us

January 23, 2025



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## **INTRODUCTION**

The North Oaks Mixed Use Development is a 120-acre proposed construction of senior housing, market-rate apartments, affordable housing, commercial space, and single-family lots located in the City of Lino Lakes, Anoka County, Minnesota. The proposed Project is expected to consist of:

- Residential units
  - Single Family: 71 Lots (71 Units)
  - 4-Plex: 5 Buildings (20 Units)
  - 6-Plex: 6 Buildings (36 Units)
  - Apartment: 2 Buildings (200 Units)
  - Senior Living: 1 Building (100 Units)
- Commercial buildings
  - 4.1 acres (178,596 sf)

The Project is located to the northwest of Wilkinson Lake Boulevard and Centerville Road, southeast of Ash Street and Centerville Road, and northeast of Monarch Way and Ash Street. The Project will include the construction of roads, walks/trails, stormwater ponds, and sanitary sewer lines.

## **EAW NOTIFICATION, DISTRIBUTION, AND COMMENT PERIOD**

The Environmental Assessment Worksheet (EAW) for the North Oaks Mixed Use Development in Lino Lakes was published and released for public review on Tuesday, December 17, 2024. The 30-day public comment period closed on Thursday, January 16, 2025. Acknowledgements of the EAW were received by four agencies, as well from two citizens, one anonymously.

## **COMMENTS RECEIVED**

### **GOVERNMENT AGENCIES:**

- |   |                  |
|---|------------------|
| • MINNESOTA POLLUTION CONTROL AGENCY        | January 9, 2025  |
| • ANOKA COUNTY TRANSPORTATION               | January 16, 2025 |
| • METROPOLITAN COUNCIL                      | January 16, 2025 |
| • MINNESOTA DEPARTMENT OF NATURAL RESOURCES | January 16, 2025 |

### **NONE OF THE COMMENTS RECOMMENDED THE PREPARATION OF AN EIS**

### **PUBLIC COMMENTS**

In addition to the government agencies, the City received 2 emails from the public and include:

- |                                |                  |
|--------------------------------|------------------|
| • DOVE FAMILY CITIZEN COMMENTS | January 15, 2025 |
| • ANONYMOUS CITIZEN COMMENTS   | January 15, 2025 |

## **RESPONSE TO COMMENTS**

This document responds to comments individually. It includes summaries of comments followed by responses. The complete comment letters and emails are included in Appendix A. Responses to comments are generally confined to substantive issues that



“address the accuracy and completeness of the material contained in the EAW, potential impacts that may warrant further investigation before the project is commenced, and the need for an EIS on the proposed project.” (MN Rules 4410.1600). Some of the comments included general remarks or recommendations. Such comments are noted for the record and further detail of the statements or recommendations is included in Appendix A.

## **GOVERNMENT COMMENTS**

### **i Minnesota Pollution Control Agency (MPCA)- January 9, 2025**

*Regarding matters for which the Minnesota Pollution Control Agency (MPCA) has regulatory responsibility and other interests, the MPCA staff has the following comments for your consideration.*

#### *Watershed*

- *The proposed site is within the Minneapolis, St. Paul Priority A Surface water DWSMA.*
- *With the proposed concentration of housing and roads, the development would benefit from having planned areas to put snow.*
  - *Planning to store snow in areas that won't increase icy areas as the pile melts will be the most beneficial.*
  - *The goal is to develop with winter maintenance in mind and using less salt.*
    - *With the proximity to wetlands and lakes, planning for winter maintenance during development may help keep the waterbody off the impaired waters list for chloride.*
- *To better protect the waterbodies within the project boundary, there is an opportunity to do better than minimum runoff standards.*
  - *This could be done by designing for a lower runoff volume, more nutrient and sediment reductions, and provide wider vegetated buffers.*
  - *Include more details of planned infiltration areas and runoff rates.*
- *Having more storage will help protect the housing areas from flooding.*
  - *With higher precipitation events expected, and wetland areas adjacent to properties, planning for higher precipitation events will prevent flooding of homes later.*
- *Having a maintenance plan for the vegetated areas and stormwater BMP areas will ensure the BMPs continue to provide benefit.*
  - *This includes assigning who will oversee maintenance and what is allowed.*
  - *Protecting the buffered areas from mowing and having a vegetation management plan could reduce future landowner conflicts.*

*Response: These recommendations will be taken into consideration during the city's site plan review process. Onsite management plans will be developed moving forward regarding the maintenance of the site including snow removal and chloride management. A stormwater maintenance agreement will be required by the city for the long term maintenance of the BMP's.*

#### *Wastewater*



- The EAW should discuss the ability of the Met Council Metropolitan Wastewater Treatment Plant (WWTP) to handle the estimated project wastewater flow. The design average wet weather flow for the Met Council Metropolitan WWTP is 314 million gallons per day (MGD) and the average daily flow for the treatment facility for the last three years is roughly 168 MGD.
- A table should be provided to identify the wastewater design flow estimates for each of the proposed land use types (residential and commercial) identified for the project area.

Response: Based on the data provided by Met Council their existing WWTP facilities have capacity to handle the estimated wastewater flow from this proposed development. The development is within the design capacity for this area's planned land use within the city's 2040 comprehensive plan. Additionally, the proposed wastewater calculations are very conservative since they utilize a 4.0 peaking factor which is high for a newly installed wastewater collection system since the inflow and infiltration rate for a new system is much lower than an existing collection system. Below are the detailed calculations that were utilized to reflect the numbers in the EAW.

	Unit Count		Per Capita	Sewer Flow Rate (GPD)	Average Flow Rate per Capita (GPD)	Sewer Peaking Factor	Peak Flow Rate per Capita (GPD)
4-plex TH	40		3.5	100	14,000	4	56,000
Apartment	200		2.5	100	50,000	4	200,000
Senior apt	100		1.75	100	17,500	4	70,000
<b>TOTAL</b>					<b>81,500</b>		<b>326,000</b>
	Sq. Footage	Person/1000 Sq Ft	Persons	Sewer Flow Rate (GPD)	Average Flow Rate per Capita	Sewer Peaking Factor	Peak Flow Rate per Capita
Commercial	29050	400	72.625	100	7,263	4	29,050
<b>Grand Total (GPD)</b>					<b>88,763</b>		<b>355,050</b>

#### Construction Stormwater

- Projects disturbing more than 50 acres and located within one mile of an impaired water are subject to a mandatory SWPPP review by MPCA staff prior to the issuance of the NPDES Construction Stormwater Permit. The complete SWPPP must be included with the application and submitted at least 30 days before the start of construction activity.
- Volume reduction practices, such as infiltration, must be considered first when designing the permanent stormwater treatment system. If infiltration is prohibited for reasons outlined in the CSW permit, wet sedimentation basins or filtration practices may be used instead.

Response: An NPDES permit will be acquired prior to the start of any construction activity. The current planned development is anticipated to disturb less than 50 acres of land. Volume reduction and infiltration practices have been considered within with ongoing design of stormwater features within the site.

## ii ANOKA COUNTY TRANSPORTATION- January 16, 2025

The Anoka County Transportation Division submitted a plan review letter dated January 16, 2025, in response to the EAW. A copy of the letter is attached for reference. Please note that each review item is restated below along with our corresponding response.



*A primary concern for the County is the potential impact of the development on the surrounding transportation network. We note that the future expansion of Ash Street (CSAH 32) may be necessary to accommodate increased traffic volumes, including a possible conversion to a four-lane roadway. Any proposed access to a county highway shall comply with Anoka County's access spacing requirements. Additionally, turn lanes and other safety measures may be required based on the traffic impact of the development.*

*As the project progresses, we strongly recommend the developer coordinate closely with Anoka County's Development Review lead to ensure that the development adheres to our guidelines and standards. This collaboration will help streamline the approval process and maintain consistency on the transportation system.*

Response: A Traffic Impact Study was completed and included within the EAW. The report concluded that the planned intersection geometry and traffic control is sufficient to accommodate the opening year and design year vehicular traffic. Additionally, the report recommended that the study area be re-evaluated if growth projections change. If future re-evaluations determine that improvements to the surrounding transportation network are necessary, the developer will work with the City of Lino Lakes, Anoka County, and MnDOT to ensure all design guidelines and standards are met.

### **iii METROPOLITAN COUNCIL COMMENTS- January 16, 2025**

Item 7– Climate (MacKenzie Young-Walters, 651-602-1373)

The EAW would benefit from a more robust consideration of anticipated climate impacts and potential mitigation measures. For example, the identified warming trend is expected to increase the number of freeze thaw cycles during winter months. Given the site's proximity to surface water resources, developing a chloride management plan would be an appropriate adaptation to this trend to help protect these water bodies. Similarly, the projected increase in the frequency of large storm events may justify a more aggressive approach to stormwater management. Finally, native vegetation could be used in landscaping to increase the site's resistance to drought and assist in onsite stormwater management.

Response: These recommendations will be taken into consideration. The City of Lino Lakes will use smart salting practices on the roadways throughout the development. Residents will be encouraged to implement smart salting practices on their driveways and use best salt management practices with their water softeners should they have one in their home. The project proposer can include the factsheet on Residential water softening for homeowners in the proposed development that is available on the MPCA's statewide chloride resources website located here: [Microsoft Word - UMNResidentialBMPs\\_Final.docx](#). The City provides education resources related to chloride use on its website and newsletter. Commercial properties will be encouraged to use smart salt certified applicators. Stormwater discharge rates are anticipated to be reduced from existing runoff rates with required treatment. Native seed mixes around wetlands and stormwater BMPs will be incorporated into the design where feasible which should provide more and higher quality habitat than the existing agricultural field.

Item 9 – Permits and approvals required (MacKenzie Young-Walters, 651-602-1373) The development appears to be inconsistent with the density ranges permitted by the city's comprehensive plan. The provided site plan for the high-density portion of the development indicates that 19.9 acres will be residential uses with 2.2 acres of public streets. This would result in a proposed density of 16.1 units per acre which exceeds the 15 units per acre maximum established for the Signature Gateway District and the 8 units per acre maximum established for the High-Density Residential land uses assigned to the eastern portion of this project. The project proposer should also verify that the single-family homes proposed for the area guided for Medium Density Residential fall within the established 4 to 6 units per acre range. The final project must fall within the density ranges established by the city's land use plan, which can be accomplished either through a comprehensive plan amendment or revising the proposed number of dwelling units.



Response: As a part of the Preliminary Plan process, the proposed development will be applying for a Comprehensive Plan Amendment at the same time to get the proposed densities in compliance with the City of Lino Lakes Comprehensive Plan requirements.

Item 10 – Land Use (Colin Kelly, 651-602-1361)

There is one unit of the Regional Parks and Trails System in the vicinity (i.e., within 1/2 mile) of the proposed development. Metropolitan Council Parks and Trails staff encourage the City of Lino Lakes to work with Anoka County to develop an off-street bicycle and pedestrian connection from the proposed development to the intersection of Ash Street and 20th Avenue South, to connect with the planned Chain of Lakes-Otter Lake Regional Trail. Local and regional trails benefit residents and businesses alike, providing healthy recreation options and access to key local and regional destinations.

Response: These recommendations will be taken into consideration. Off street bike paths are planned with the adjacent interchange reconstruction projects which will link with the existing regional trail system.

Item 12– Water Resources (John Clark, 651-602-1452)

The EAW states that the water supply source for this development may be the City of Lino Lakes or the White Bear Township, with estimated average day demands of 88,000 gallons per day (GPD) and max day demands of 199,700 GPD. These estimated water demands would account for approximately 4.1% of Lino Lakes' projected average day demand and 2.7% of max day demand in 2030. Similarly, these demands would account for 5.1% of White Bear Township's projected average day demand and 4.8% of max day demand in 2030. If the estimated water demands for this development are not currently accounted for in either community's current approved Local Water Supply Plan (LWSP), the LWSPs for those communities providing water for the development would need to be updated to reflect new water demands and any needed changes to water appropriation permits and be approved by the Minnesota Department of Natural Resources (DNR). Once a LWSP is updated and approved by the DNR, those plans need to be provided to the Metropolitan Council (Council) as part of a comprehensive plan amendment. The Council reviews comprehensive plan amendments for consistency with Water Policy Plan policies related to water resource and supply sustainability.

Agreements with the community or communities providing water supply for this development should be reached before proceeding with development. These agreements should be included in LWSP appendices.

Potential water supplying communities of Lino Lakes and/or White Bear Township may be impacted by water demand and permit restrictions imposed by the DNR associated with the sustainable management of White Bear Lake. Strategies to conserve water through efficient use and sustainable water and land management practices should be considered during the design and development phases.

This development lies adjacent to Lino Lakes and St. Paul Drinking Water Supply Management Areas (DWSMA). Note that any changes to Wellhead Protection Areas associated with new wells or updated modeling efforts may include portions of this development within a neighboring DWSMA. Care should be taken to ensure that land use changes and management within these 120 acres align with the Wellhead Protection Plans for Lino Lakes and St. Paul, reflecting best management practices.

The project area consists primarily of hydric or drained hydric soils and lies adjacent to large wetland complexes. The water table is within 10 feet of the land surface throughout the project area and could rise during wet climatic periods. Precipitation has been increasing in the area over the past century and some areas where hydric soils have been drained and filled for development have experienced flooding during the past decade. Care should be taken to consider these factors in the climate portion of the EAW and in site design, ensuring that drainage of the project area supports developed infrastructure and adjacent natural areas, as nearby wetlands may serve as important features supporting water infiltration and recharge of underlying aquifers. Buildings within this project area



may require design elements that ensure inground infrastructure does not flood, per the included geotechnical report.

Due to the increase in impervious surface post-development and the location of the project area adjacent to surrounding wetlands and surface waters, care should be taken to consider the potential use and need for chlorides for snow and ice management. By considering these needs along with smart salting strategies in site design and the development process, potential contamination of surface water groundwater may be limited.

Response: Coordination with both White Bear Township and the City of Lino Lakes regarding drinking water capacity have been on-going and required updates to either municipality's LWSP will be executed as necessary. Additionally, the comments regarding location to the DWSMA and existing Wetlands will be taken into consideration.

Item 12.b.i – Wastewater (Roger Janzig, 651-602-1119)

A copy of the Intercommunity Wastewater Service Agreement should be forwarded to Metropolitan Council Environmental Services once executed. The agreement must show how the intercommunity connection is being billed for wastewater service (i.e. by the community receiving the flow or is the Metropolitan Council making an adjustment in the wastewater flow billing for the two communities).

Response: The agreement will be forwarded to the Metropolitan Council once executed.

Item 18– Greenhouse Gas Emissions (MacKenzie Young-Walters, 651-602-1373)

From the provided narrative and calculations sheet, it does not appear that greenhouse gas emissions associated with the site's commercial component were considered. The State of Minnesota's climate goals require every project to consider how they can reduce their contributions to greenhouse gas emissions, even though virtually every project can argue that their individual contribution is a very small amount when compared to state-wide GHG emissions. In this case, a mitigation measure such as electric vehicle ready design could significantly reduce the project's long-term environmental impacts by facilitating the transition to electric vehicles. Alternatively, committing to tree replacement beyond what is required by city ordinance or using native planting for landscaping would also be appropriate mitigation measures to consider. Finally, common mitigation measures like energy efficient building design and appliances can also contribute to reducing the project's greenhouse gas emissions and should be considered.

Response: These recommendations will be taken into consideration.

Item 20 – Transportation (Joe Widing, 651-602-1822)

Staff recommends that the developer construct non-motorized facilities throughout the proposed site to connect to future facilities planned with the upcoming County Road J reconstruction project. The development should also construct non-motorized facilities beyond the county project scope along Centerville Road out to the proposed Ash Street intersection.

Response: These recommendations will be taken into consideration. Off street bike paths are planned with the adjacent interchange reconstruction projects which will link with the existing regional trail system

#### **iV MINNESOTA DEPARTMENT OF NATURAL RESOURCES (MN DNR)- January 16, 2025**

1. *Page 11, Zoning. The EAW states the project site will be rezoned to bring it in line with the Future Land Use Map (Appendix C) within the 2040 Comprehensive Plan. The project site is within DNR public waters shoreland. The project must be reviewed as a shoreland Planned Unit Development per city ordinance section 1102.13.*

Response: The project has been designed to meet local city ordinances, including shoreland.



2. *Page 11, Zoning. The EAW should discuss how the project is or is not in compliance with local shoreland ordinances.*

Response: The project has been designed to meet local shoreland ordinances.

3. *Page 13, Surface Water. This section does not discuss Lake Amelia to the east, even though much of the eastern development is located within the shoreland of Lake Amelia, which is also a Lake of Moderate Biodiversity Significance. Wilkinson Lake is mapped as a Minnesota Biological Survey (MBS) Site of Outstanding Biodiversity Significance.*

Response: Lake Amelia is not anticipated to be affected by the project as the project is outside its watershed. Current geography and wooded areas adjacent to the lake will provide a buffer from the sightlines of the proposed project. No impacts to Lake Amelia or its watershed will occur from the project and the project has been designed to meet local shoreland ordinances.

4. *Page 15, Groundwater. There is one identified well (#420603, a domestic well) located within the Project site. The DNR regulates water use, depending on use type and volume. However, if the well is not in use and does not have a Water Well Maintenance Permit, or the well poses a threat to health or safety, Minnesota law requires that the well be sealed.*

Response: The well, and any other potential unknown wells, will be dealt with per Minnesota Department of Health standards prior to development.

5. *Page 15, Groundwater. Is the site currently tile-drained? If so, what is the depth to groundwater expected to be after development?*

Response: The site is not currently known to be tile drained.

6. *Page 16, Stormwater. Please ensure that the NPDES/SDS Construction Stormwater Permit, the Stormwater Pollution Prevention Plan, and project construction plans include the requirements for state-listed species that are identified in the June 21, 2024 Natural Heritage Review letter, and also include the required Blanding's turtle avoidance plan.*

Response: The listed requirements will be included in the referenced documents.

7. *Page 16, Stormwater. The DNR recommends that stormwater be used for landscape irrigation. The re-use of stormwater for irrigation will reduce the volume of stormwater and stormwater pollution flowing downstream of the site. In addition, the use of stormwater for irrigating landscaping will conserve valuable groundwater.*



Response: These recommendations will be taken into consideration. Landscaping requiring irrigation will attempt to be limited and stormwater reuse will be incorporated where determined feasible.

8. *Page 16, Stormwater. The increase in impervious surfaces will also increase the amount of road salt used in the project area. Chloride released into groundwater as well as local lakes and streams does not break down, and instead accumulates in the environment, potentially reaching levels that are toxic to aquatic wildlife and plants. Consider promoting local business and city participation in the Smart Salting Training offered through the Minnesota Pollution Control Agency. There are a variety of classes available for road applicators, sidewalk applicators, and property managers. More information and resources can be found at this website. Many winter maintenance staff who have attended the Smart Salting training – both from cities and counties and from private companies – have used their knowledge to reduce salt use and save money for their organizations.*

*We also encourage cities and counties to consider how they may participate in the Statewide Chloride Management Plan and provide public outreach to reduce the overuse of chloride. Here are some educational resources for residents as well as a sample ordinance regarding chloride use.*

Response: The City of Lino Lakes will use smart salting practices on the roadways throughout the development. Residents will be encouraged to implement smart salting practices on their driveways and use best salt management practices with their water softeners should they have one in their home. The project proposer can include the factsheet on Residential water softening for homeowners in the proposed development that is available on the MPCA's statewide chloride resources website located here: [Microsoft Word - UMNResidentialBMPs\\_Final.docx](#). The City provides education resources related to chloride use on its website and newsletter. Commercial properties will be encouraged to use smart salt certified applicators.

9. *Page 16, Stormwater. Large stormwater ponds are proposed to be located directed adjacent to Wilkinson Lake, which is a high-quality natural resource. Stormwater directed towards this natural area could alter the natural hydrology, contribute to sediment and erosion, or introduce nutrients and other contaminants that could degrade this natural area. We encourage the development to give sufficient buffer to the Outstanding MBS Site, and to ensure robust stormwater treatment to protect Wilkinson Lake. The project area is also in a High Potential Zone for the federally-endangered, rusty patched bumble bee. Therefore, we encourage the development to use weed-free, native seed mixes in landscaping and stormwater features to the greatest extent possible in order to provide pollinator and wildlife habitat.*

Response: These recommendations will be taken into consideration. Discharge rates are anticipated to be reduced from existing runoff rates with required treatment. Native seed mixes around wetlands and stormwater BMPs will be incorporated into the design where feasible which should provide more and higher quality habitat than the existing agricultural field. Currently there is no treatment from the agricultural runoff into the wetland and Wilkinson Lake. As part of the project stormwater management will be incorporated to reduce sediment and nutrients from leaving the site.

10. *Page 18, Wetlands. Please note that the MBS Site of Outstanding Biodiversity Significance and the associated two Native Plant Communities (NPC) mapped adjacent to the project area more than likely extend across the hard line that makes up the northern border of the NPCs. The straight line of the northern border is an arbitrary stopping point of a survey site based on the change from Ramsey to Anoka County and does not represent a change in plant community. Aerial imagery, historic imagery, and LiDAR support the extension of the NPCs into the project area (see image below), and a*



consultation with MBS staff confirmed that a continuation of the NPCs (MRn83 – Northern Mixed Cattail Marsh and WMn82a – Willow – Dogwood Shrub Swamp) into the project area would be considered appropriate based on DNR mapping standards.

NPCs with a Conservation Status Rank of S1 through S3, or wetlands within High or Outstanding MBS Sites of Biodiversity Significance may qualify as Rare Natural Communities (RNC) under the Wetland Conservation Act (WCA). Minnesota Rules, part 8420.0515, subpart 3, state that a wetland replacement plan for activities that modify a RNC must be denied if the local government unit determines proposed activities will permanently adversely affect the RNC. The project is proposing to impact wetlands, which requires the preparation of a wetland replacement plan. Please refer to WCA Technical Guidance on RNCs as the project moves forward, and contact DNR Regional Plant Ecologist, Amanda Weise (651-259-5793; [Amanda.Weise@state.mn.us](mailto:Amanda.Weise@state.mn.us)) for further coordination on RNC evaluation during the WCA process.

Response: No impacts to any NPCs are anticipated. Wilkinson Lake and its wetland fringes were avoided in the design of the project. Any potential wetland impacts will be subject to review under the WCA permitting process. Currently stormwater from the agricultural field drains into these wetlands with no treatment. The proposed development will include stormwater treatment at a higher level to preserve the NPC's adjacent to the site.

11. Page 21, Rare Features. Please refer to the previous comment. Current and historical (1991- present) aerial imagery show no apparent differences in land use or vegetation between the Outstanding MBS site closer to Wilkinson and the contiguous wetlands within the project area. They are all part of the wetlands surrounding Wilkinson Lake and it is likely that the conditions and NPCs in the MBS Site continue into these wetlands within the project area. "Outstanding" sites contain the best occurrences of the rarest species, the most outstanding examples of the rarest native plant communities, and/or the largest, most ecologically intact or functional landscapes. The condition of the wetlands on the western side of the project is not known.

Response: No impacts to any NPCs are anticipated. Wilkinson Lake and its wetland fringes were avoided in the design of the project. Any potential wetland impacts will be subject to review under the WCA permitting process. Currently stormwater from the agricultural field drains into these wetlands with no treatment. The proposed development will include stormwater treatment at a higher level to preserve the NPC's adjacent to the site.

12. Page 21, Rare Features. This section does not represent the abundance of state threatened, Blanding's turtles, in the area. There are two mapped element occurrences of the Blanding's Turtle that overlap with the Project site and several other documented occurrences within a mile. Blanding's Turtles may move up to or over a mile during the active season. They use wetlands, creeks, ponds, and lakes to overwinter and use uplands during the active season for travel, feeding, and nesting.

Response: A Blanding's Turtle Avoidance Plan will be prepared prior to the any construction activities taking place.



13. Page 22, Rare Features. Given the number of Blanding's turtles documented in and near the project area, it is likely this species uses the area for summer activities - nesting, feeding, basking, and/or travel - and/or for overwintering. Direct impacts to wetlands will be minimized but conversion of uplands to housing and associated infrastructure will make those areas of little use to Blanding's turtles and will likely make them more dangerous to these turtles as they will have greater exposure to the cars and other potentially harmful activities. A Blanding's turtle avoidance plan is required for this project, and should be described in this section of the EAW.

Response: A Blanding's Turtle Avoidance Plan will be prepared prior to the any construction activities taking place.

14. Page 23, Visual. Given the proximity of the development to a sensitive natural area, development lighting is an important consideration, especially since tall multistory buildings are proposed. Animals depend on the daily cycle of light and dark for behaviors such as hunting, migrating, sleeping, and protection from predators. Light pollution can affect their sensitivity to the night environment and alter their activities. In addition to the undesirable effects of upward facing lighting, the hue of lights can also affect wildlife. LED lighting has become increasingly popular due to its efficiency and long lifespan. However, these bright lights tend to emit blue light, which can be harmful to birds, insects, and fish. The DNR recommends that any projects using LED luminaries follow the MnDOT Approved Products for luminaries, which limits the Uplight rating to 0. A nominal color temperature below 2700K is preferable for wildlife, and so we recommend choosing products that have the lowest number for backlight and glare (all approved products should already be 0 for Uplight).

Response: These recommendations will be taken into consideration during the city site plan review process. Local ordinances including visual and lighting were reviewed and followed in the development of the current plan.

15. Page 24, Dust and Odors. DNR recommends that dust suppressants containing chloride not be used in areas that drain to public waters.

Response: These recommendations will be taken into consideration. Chloride reduction is a priority of the development moving forward and will be incorporated into the final design.

## **PUBLIC COMMENTS**

### **i DOVE FAMILY COMMENTS- January 15, 2025**

*Upon review of the proposed development information and the studies that were conducted we had a few observations.*

*The traffic study which was conducted was performed on a Thursday in mid-July. We don't feel this is representative of normal traffic during a school / work week in say April or September/October. I believe there would be more traffic in and out of Rapp Farm with the many parents and student drivers leaving and entering the neighborhood in morning and afternoon commutes. It would be more appropriate than picking a day in mid summer when school is out and many people are on vacations.*



*The S curve between Rapp and Centerville is dangerous. We have seen many cars, trucks, and delivery trucks slide off the road each year going eastbound and entering the turn too fast after speeding down county J/Ash and taking out the signs and damaging their vehicles. Vehicles also tailgate, pass on the shoulder, and pass on the double yellow on County J/Ash. We have even had 2 vehicles pass us in the S-turn.*

*The number of accidents at Rapp Farm entrances seems low. Also, no accidents were reported at the Main West entrance of Rapp Farm. I saw an accident there so we are wondering if data was pulled from only one county either Ramsey County or Anoka County. Depending on what county team responded to an accident and if only one county's data was pulled, the study results may not give a complete picture.*

*Response: For the traffic study, when counts are collected, adjustment factors are applied to account for any irregularities that might occur during other times of the year. Therefore, it is unnecessary to recollect data to account for school changes. Crashes that occurred within the project area were included in the study, provided they were reported to the police. The crash data was sourced from the Department of Transportation and encompasses all police-reported incidents. The report concluded that the planned intersection geometry and traffic control is sufficient to accommodate the opening year and design year vehicular traffic. Additionally, the report recommended that the study area be re-evaluated if growth projections change. If future re-evaluations determine that improvements to the surrounding transportation network are necessary, the developer will work with the City of Lino Lakes, Anoka County, and MnDOT to ensure all design guidelines and standards are met.*

## **ii ANONYMOUS CITIZEN COMMENT- January 15, 2025**

*I am writing to express my concerns regarding the proposed development from Centerville Road through County J. Some of the key issues with this development include its impact on the preserved areas within the North Oaks community, its effects on wildlife, and the increased light and noise pollution in the area.*

*Development has significant impacts on local ecosystems, often leading to a range of environmental challenges:*

*Habitat Loss: Development can lead to local extinction and reduced biodiversity.*

*Fragmentation: When natural areas are divided into smaller, isolated patches, it disrupts the continuity of habitats. This fragmentation can make it difficult for species to find food, mates, and shelter, leading to population declines.*

*Pollution: Runoff from developed areas can carry chemicals and heavy metals into water bodies, harming aquatic life.*

*Hydrological Changes: Development can alter natural water flows, leading to increased stormwater runoff and changes in water quality and quantity. This can affect both terrestrial and aquatic ecosystems.*

*Climate Change: Urban heat islands—areas that are significantly warmer than their rural surroundings—can alter local climate patterns and affect species sensitive to temperature changes.*

*Invasive Species: Development can facilitate the spread of invasive species, which can outcompete native species and further reduce biodiversity.*



*These challenges underscore the importance of reconsidering the proposed development on County J and Centerville.*

Response: These are all well known environmental considerations and the purpose of the EAW was to assess these factors and more. The proposed plans incorporate these into the design and future submittals will expand on these issues. The goal of the development is to create a more diverse area of habitat and provide higher level of stormwater management.

*The preserved area encompasses various wetlands, forests, and prairies, all of which play a crucial role in maintaining the health and stability of the local ecosystem. These habitats provide essential breeding grounds for migratory birds, butterflies, and other pollinators, thereby ensuring that our community remains a vibrant and diverse ecosystem. The area proposed for development is part of a 220-acre agricultural easement that is intended to be perpetually protected from development. This easement serves as a buffer zone for wildlife and the conserved area.*

*Some of the key benefits of having this agricultural easement surrounding the preserved North Oaks areas include:*

*Protection of Open Space: Agricultural easements help preserve open spaces, preventing them from being developed for non-agricultural uses. This maintains the natural landscape and provides aesthetic and recreational benefits to the community.*

*Wildlife Habitat: These easements protect habitats for various species, including those that rely on agricultural lands for breeding, feeding, and shelter. This contributes to biodiversity and supports healthy ecosystems.*

*Environmental Quality: Agricultural easements help maintain soil health, water quality, and air quality by preventing urban sprawl and promoting sustainable farming practices.*

*Buffer Zones: They act as buffer zones around conserved areas, reducing the impact of urban development on these sensitive environments.*

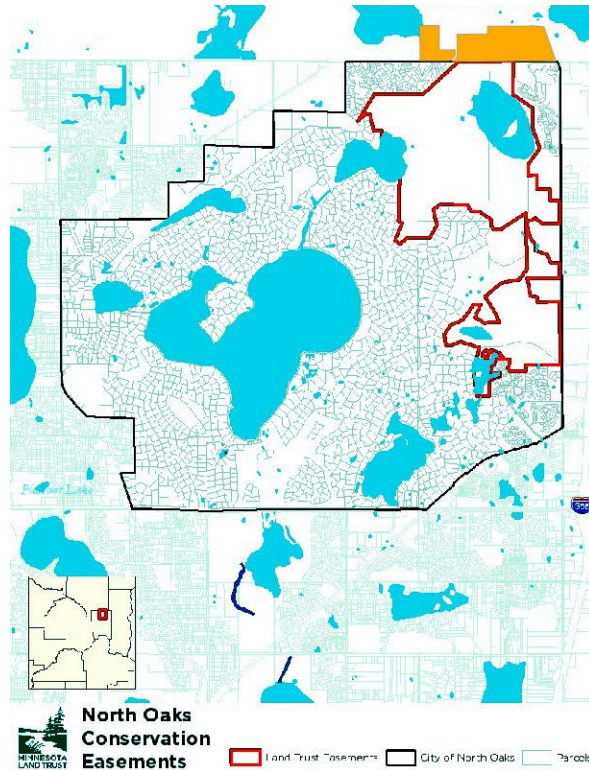
*Economic Benefits: By keeping land in agricultural use, these easements support local farming economies and can provide financial benefits to landowners through tax incentives and conservation funding.*

*Cultural and Historical Preservation: Agricultural easements can protect lands with historical or cultural significance, preserving the heritage and traditional uses of the land.*

*Climate Resilience: Maintaining agricultural lands can enhance climate resilience by sequestering carbon, reducing flood risks, and supporting local food production.*

Response: The easement that the commentor was referencing within this section is a conservation area located within the City of North Oaks. This conservation area consists of 620 acres of conservation easement as well as 220 acres of agricultural easement. The commentor was under the impression that the project was located within this conservation area. While the project is located adjacent to it, it is not located within any existing easement area and is therefore not beholden to any of the easement restrictions. See below for a map of the easement area in relation to the project area.





Constructing a road adjacent to the preserved water body is likely to significantly increase microplastic pollution. The proposed high-density development in an area currently lacking metro services will inevitably lead to increased car traffic, thereby exacerbating microplastic pollution. Current studies suggest that traffic is a significant contributor to microplastic pollution, with approximately 28% of microplastics entering the environment globally attributed to tire wear from vehicles. Humans can ingest microplastics through contaminated food and water and inhale them from the air. Microplastics have been found in various human tissues, including the placenta. The presence of microplastics in the human body is associated with inflammation, chronic diseases, neurotoxicity, and oxidative stress.

While the full impacts of this pollution are still being analyzed, scientists agree that microplastic pollution represents a major health concern.

**Response:** The project was designed to ensure all roadway design guidelines and standards are met.

The proposed development will negatively impact the neighborhood through increased light and noise pollution. Light pollution can cause disruption of circadian rhythms, increase the risk of health issues, and cause eye strain and visual discomfort. Many residents chose to move away from urban areas to enjoy tranquility, access to preserved natural areas, and the availability of clean water and air. The construction of a high-density development, particularly with commercial zones, will likely exacerbate light and noise pollution in the area, thereby diminishing its appeal to young families.



*The proposal fails to consider the community characteristics that make higher density development challenging. The anticipated increase in the number of cars will have significant environmental consequences for the area surrounding this development. The additional vehicles will necessitate the construction of more roads, and the current road infrastructure will be insufficient to support the population growth. Traffic congestion already occurs on Ash Street even with the current density. It is unclear how a road from County J to Centerville will alleviate this traffic issue.*

Response: A Traffic Impact Study was completed and included within the EAW. The report concluded that the planned intersection geometry and traffic control is sufficient to accommodate the opening year and design year vehicular traffic. Additionally, the report recommended that the study area be re-evaluated if growth projections change. If future re-evaluations determine that improvements to the surrounding transportation network are necessary, the developer will work with the City of Lino Lakes, Anoka County, and MnDOT to ensure all design guidelines and standards are met.

*The proposed building heights, intended to increase the density of the development area, appear to serve no purpose other than to enhance the developers' profits. These buildings will be an eyesore for the neighborhood, towering over all surrounding structures. They will obstruct the path of migratory birds and block the sweeping views of the conserved area. Previous developments by the North Oaks Company have been designed to preserve views of green spaces. This proposal, however, seems focused on cramming too many people into a small space.*

Response: The project has been designed to meet all city codes, including those regarding green spaces, and unit densities. If necessary, variances will be requested during the city's site plan review process.

## **FINDINGS OF FACT**

### **Environmental Assessment Worksheet for North Oaks Mixed Use Development - Lino Lakes, Anoka County, Minnesota**

#### **Proposed Project Description**

The North Oaks Mixed Use Development is a 120-acre proposed construction of senior housing, market-rate apartments, affordable housing, commercial space, and single-family lots located in the City of Lino Lakes, Anoka County, Minnesota. The proposed Project is expected to consist of:

- Residential units
  - Single Family: 71 Lots (71 Units)
  - 4-Plex: 5 Buildings (20 Units)
  - 6-Plex: 6 Buildings (36 Units)
  - Apartment: 2 Buildings (200 Units)
  - Senior Living: 1 Building (100 Units)
- Commercial buildings
  - 4.1 acres (178,596 sf)

The Project is located to the northwest of Wilkinson Lake Boulevard and Centerville Road, southeast of Ash Street and Centerville Road, and northeast of Monarch Way and Ash Street. The Project will include the construction of roads, walks/trails, stormwater ponds, and sanitary sewer lines.

#### **Site Description and Existing Conditions**



The existing conditions present on site includes primarily cultivated agricultural fields and wetland areas.

### **Decision Regarding the Potential for Significant Environmental Effects**

The proposed Projects and comments have been evaluated by the City of Lino Lakes (RGU) to determine potential environmental effects. Based on a comparison of the impacts that are reasonably expected to occur from the Project with the criteria established in Minnesota Rules Part 4410.1700, subp. 7, the Project does not have the potential for significant environmental effects.

#### *Type, Extent, and Reversibility of Environmental Effects*

##### **1. Cover Types**

The Project will convert an approximately 120-acre site consisting primarily of cultivated agricultural fields and wetland areas to low, medium, and high-density residential development, commercial development, stormwater infrastructure, lawn/landscaping, and an internal roadway network.

##### **2. Shorelands and Floodplains**

There are areas of FEMA Zone A Floodplain mapped within the Project site. There are no wild and scenic rivers segments, critical areas, agricultural preserves, or airport safety zones located within or adjacent to the Project site. Impacts within the floodplain will be permitted through the City of Lino Lakes and the Rice Creek Watershed District.

##### **3. Land Use**

The Project is compatible with surrounding land uses and the City of Lino Lake's 2040 Comprehensive Plan update. The 2040 Comprehensive Plan shows the planned land use for the Project site to be primarily residential land use. This includes areas of low, medium, and high-density residential dwellings. The Project site will be rezoned with the City of Lino Lakes to bring it in line with the Future Land Use within the 2040 plan.

##### **4. Geology and Soils**

The grading operations will disturb approximately 60-acres. Grading activities will construct new roads, building residential pads, and stormwater features.

##### **5. Water Quality**

Compliance with stormwater requirements will minimize and mitigate potential adverse effects on receiving waters. Project construction will add impervious surface to the site which consists of streets, residential homes, parking lots, and driveways. Stormwater rate and volume controls will limit increases in runoff volume and associated pollutant transport. Stormwater basins are expected to mitigate potential adverse effects on water quality.

##### **6. Wetlands and Surface Waters**

Approximately 44 acres of wetlands located throughout the Project site were delineated in 2022.

There are two DNR Public Waters Basins, Cedar Lake (02001200) and Wilkinson Lake (62004300) located partially within the Project area. Cedar Lake is located within the western half of the Project site and continues offsite to the north; Wilkinson Lake is located within the east half and continues offsite to the south. There are no DNR Public Waters watercourses, designated wildlife lakes, migratory waterfowl feeding/resting areas, trout streams/lakes, MPCA or MDNR listed calcareous fens, outstanding resource value waters, and county or jurisdictional ditches within or adjacent to the Project area.

##### **7. Wastewater**

The Project is expected to generate wastewater of typical domestic strength and character. Construction of new sanitary sewer lines will be required to service the Project.

##### **8. Hazardous Materials**

Minnesota Pollution Control Agency (MPCA) records do not indicate any current or former contamination sites within or immediately adjacent to the Project area. The MPCA's What's In My



Neighborhood (WIMN) database was reviewed and identified two documented petroleum leaks within close proximity to the Project site, both of which were located approximately 0.07 miles southeast of the Project site. These releases were issued regulatory site closures and are not expected to adversely impact the Project site.

#### *9. Ecological Resources*

The Project site largely consists of agricultural and wetland areas. Existing communities will be affected by the change in land use. The prominent land use that will be converted is active agricultural land which provides poor habitat for wildlife. Unavoidable wetland impacts will be minimized to the greatest extent feasible, considering the site constraints of each proposed wetland impact and surrounding area (such as special considerations per MN Rules 8420.0515). An approximate 0.7 acres of unavoidable permanent wetland impacts are anticipated to occur as a result of the construction of the Project. Wetland impacts were limited to currently farmed wetland areas. Additionally, approximately 2.9 acres of wooded land will be removed.

#### *10. Historic Resources*

The National Register of Historic Places (NRHP) and Minnesota Office of the State Archaeologist (OSA) Portal were reviewed with no known historic or archaeological features mapped within the Project site. Additionally, the Minnesota's Statewide Historic Inventory Portal (MnSHIP) was reviewed, and no known historic features were mapped within the Project area.

#### *11. Visual Resources*

There are portions of Cedar and Wilkinson Lakes located within the Project site. These water bodies are currently landlocked within private property and is not visible to the public from existing Rights-of-Way. Development of the Project will avoid impacting these areas to the extent feasible and will provide scenic views of the water body within the future neighborhood from roads, sidewalks, homes, and yards.

#### *12. Noise*

Existing noise in the Project area includes vehicle traffic from adjacent roads. Nearby residential homes may experience a temporary increase in noise duration and frequency during construction; however, these noises will be conducted during restricted hours. Post construction noise will be typical of surrounding residential areas and will not exceed the State of Minnesota statutory limits for residential receptors (NAC 1), Minnesota Rules 7030.0040. Post-construction exterior noise is anticipated to be generated from intermittent traffic and recreational activities.

#### *13. Transportation*

A traffic study was completed in 2024 to analyze the proposed development plan. The proposed mixed used and residential developments along Ash Street will increase vehicular volumes and average delays at the studied intersections, and the planned roadway geometry is able to accommodate the changes in traffic volumes and distribution patterns.

Based on the traffic analysis for the site, the intersections where traffic flow was monitored were assigned a ranking of Level of Service (LOS). LOS A indicates the best traffic operation with vehicles experiencing minimal delays. LOS F indicates a breakdown of traffic flow, or where demand exceeds capacity in an intersection. Intersection 1 had an LOS ranking of LOS E and LOS F during the weekday a.m. and p.m. peak hours, whereas all other intersections monitored during the traffic study had rankings of LOS A during the weekday a.m. and p.m. peak hours.

The planned intersection geometry and traffic control is sufficient to accommodate the opening year and design year vehicular traffic. After the construction of the development, this report recommends that the study area be re-evaluated if growth projections change.

#### *Cumulative Potential Effects*

The possible cumulative effects on public infrastructure may involve the municipal water supply, sanitary sewer systems, stormwater management, and transportation. The City of Lino Lakes has accounted for growth and



increased capacity to manage these impacts in its 2040 Comprehensive Plan. Therefore, the cumulative effects on public infrastructure are not anticipated to be substantial.

Stormwater regulations and water quality BMPs are expected to minimize cumulative impacts of post-development runoff on receiving waters. Cumulative impacts on natural resources include the loss of agricultural land and loss of wetland.

*Extent to Which Environmental Effects are Subject to Mitigation*

Environmental impacts on water quality, wetlands, and traffic must undergo further approval and/or mitigation in line with local, state, and federal regulations, ordinances, management plans, and permitting procedures. Any potential environmental effects linked to this project will be addressed through compliance with relevant laws and regulations. The project outlined in the Environmental Assessment Worksheet (EAW) requires the following permits and approvals.

<b>Unit of Government</b>	<b>Type of Application</b>	<b>Status</b>
<i>U.S. Army Corps of Engineers (USACE)</i>	<i>Clean Water Act Section 404 Permit</i>	<i>To be Submitted</i>
<i>Minnesota Department of Health (MDH)</i>	<i>Watermain Extension Permit</i>	<i>To be Submitted</i>
<i>Minnesota Department of Natural Resources (MnDNR)</i>	<i>Water Appropriation Permit (Construction Dewatering)</i>	<i>To be Submitted, if necessary</i>
<i>Minnesota Pollution Control Agency (MPCA)</i>	<i>National Pollution Discharge Elimination System (NPDES)/State Disposal System (SDS) General Permit</i>	<i>To be Submitted</i>
	<i>Sanitary Sewer Extension Approval</i>	<i>To be Submitted</i>
	<i>Section 401 Water Quality Certification or Waiver</i>	<i>To be Submitted</i>
<i>Rice Creek Watershed District</i>	<i>Wetland Conservation Act Delineation Boundary Concurrence</i>	<i>Approved</i>
	<i>Wetland Mitigation Plan</i>	<i>To be Submitted</i>
	<i>Stormwater Management Permit</i>	<i>To be Submitted</i>
	<i>Erosion and Sediment Control Plan</i>	<i>To be Submitted</i>
	<i>Floodplain Alteration Permit</i>	<i>To be Submitted</i>
	<i>Wetland Alteration Permit</i>	<i>To be Submitted</i>
<i>Anoka County</i>	<i>Access Permit(s)</i>	<i>To be Submitted</i>
	<i>Right-of-Way Permit(s)</i>	<i>To be Submitted</i>
<i>City of Lino Lakes</i>	<i>Rezoning</i>	<i>To be Submitted</i>
	<i>Plat</i>	<i>To be Submitted</i>



Unit of Government	Type of Application	Status
	<i>Municipal Water Connection Permit</i>	<i>To be Submitted</i>
	<i>Sanitary Sewer Connection Permit</i>	<i>To be Submitted</i>
	<i>Grading Permit</i>	<i>To be Submitted</i>
	<i>Building Permit</i>	<i>To be Submitted</i>
	<i>Stormwater Management Permit</i>	<i>To be Submitted</i>
	<i>Erosion and Sediment Control Plan</i>	<i>To be Submitted</i>
	<i>Floodplain Alteration Permit</i>	<i>To be Submitted</i>

*Extent to Which Environmental Effects can be Anticipated or Controlled*

The proposed Project and comments have been evaluated by the City of Lino Lakes (RGU) to determine potential environmental effects. Based on a comparison of the impacts that are reasonably expected to occur from the Project with the criteria established in Minnesota Rules Part 4410.1700, subp. 7, the has determined that the Project does not have the potential for significant environmental effects.

## **RECORD OF DECISION**

Based on the EAW, the response to comments, and the Findings of Fact, the City of Lino Lakes, the RGU for this environmental review, concludes the following:

1. The EAW was prepared in compliance with the procedures of the Minnesota Environmental Policy Act and Minnesota Rules, Parts 4410.1000 to 4410.1700 (2015);
2. The EAW satisfactorily addressed the issues for which existing information could have been reasonably obtained;
3. Based on the criteria established in Minnesota Rules 4410.1700, the project does not have the potential for significant environmental effects;
4. The City makes a “Negative Declaration,” and
5. An EIS is not required.



January 9, 2025

Katie Larsen  
City of Lino Lakes  
600 Town Center Parkway  
Lino Lakes, Minnesota 55014-1182  
[klarsen@linolakes.us](mailto:klarsen@linolakes.us)

RE: North Oaks Mixed Use Development – Environmental Assessment Worksheet

Dear Katie Larsen

Thank you for the opportunity to review and comment on the Environmental Assessment Worksheet (EAW) for the North Oaks Mixed Use Development project (Project) located in Anoka County, Minnesota. The Project consists of The North Oaks Company LLC constructing a mixed-use development located in the City of Lino Lakes, Anoka County, Minnesota. The project will include the construction of senior housing, market-rate apartments, affordable housing, commercial space, and single-family lots. Regarding matters for which the Minnesota Pollution Control Agency (MPCA) has regulatory responsibility and other interests, the MPCA staff has the following comments for your consideration.

### **Watershed**

- The proposed site is within the Minneapolis, St. Paul Priority A Surface water DWSMA.
- With the proposed concentration of housing and roads, the development would benefit from having planned areas to put snow.
  - Planning to store snow in areas that won't increase icy areas as the pile melts will be the most beneficial.
  - The goal is to develop with winter maintenance in mind and using less salt.
    - With the proximity to wetlands and lakes, planning for winter maintenance during development may help keep the waterbody off the impaired waters list for chloride.
- To better protect the waterbodies within the project boundary, there is an opportunity to do better than minimum runoff standards.
  - This could be done by designing for a lower runoff volume, more nutrient and sediment reductions, and provide wider vegetated buffers.
  - Include more details of planned infiltration areas and runoff rates.
- Having more storage will help protect the housing areas from flooding.
  - With higher precipitation events expected, and wetland areas adjacent to properties, planning for higher precipitation events will prevent flooding of homes later.
- Having a maintenance plan for the vegetated areas and stormwater BMP areas will ensure the BMPs continue to provide benefit.
  - This includes assigning who will oversee maintenance and what is allowed.
  - Protecting the buffered areas from mowing and having a vegetation management plan could reduce future landowner conflicts.



### **Wastewater**

- The EAW should discuss the ability of the Met Council Metropolitan Wastewater Treatment Plant (WWTP) to handle the estimated project wastewater flow. The design average wet weather flow for the Met Council Metropolitan WWTP is 314 million gallons per day (MGD) and the average daily flow for the treatment facility for the last three years is roughly 168 MGD.
- A table should be provided to identify the wastewater design flow estimates for each of the proposed land use types (residential and commercial) identified for the project area.

### **Construction Stormwater**

- Projects disturbing more than 50 acres and located within one mile of an impaired water are subject to a mandatory SWPPP review by MPCA staff prior to the issuance of the NPDES Construction Stormwater Permit. The complete SWPPP must be included with the application and submitted at least 30 days before the start of construction activity.
- Volume reduction practices, such as infiltration, must be considered first when designing the permanent stormwater treatment system. If infiltration is prohibited for reasons outlined in the CSW permit, wet sedimentation basins or filtration practices may be used instead.

We appreciate the opportunity to review this Project. Please be aware that this letter does not constitute approval by the MPCA of any or all elements of the Project for the purpose of pending or future permit actions by the MPCA. Ultimately, it is the responsibility of the Project proposer to secure any required permits and to comply with any requisite permit conditions. If you have any questions concerning our review of this EAW, please contact me by email at [Chris.Green@state.mn.us](mailto:Chris.Green@state.mn.us) or by telephone at 507-476-4258.

Sincerely,

*Chris Green*

*This document has been electronically signed.*

Chris Green, Project Manager  
Environmental Review Unit  
Resource Management and Assistance Division

CG:rs  
Attachment

cc: Dan Card, MPCA (w/ attachment)  
Miranda Nichols, MPCA (w/ attachment)  
Nicole Peterson, MPCA (w/ attachment)  
David Sahli, MPCA (w/ attachment)  
Julie Henderson, MPCA (w/ attachment)





# Anoka County

## TRANSPORTATION DIVISION

### Highway

January 16, 2025

Thomas Hoffman  
600 Town Center Parkway  
Lino Lakes MN 55014

RE: Review – North Oaks Mixed Use Development Environmental Assessment Worksheet (EAW)

Dear Mr. Hoffman,

Thank you for providing the Anoka County Highway Department with the opportunity to comment on the Environmental Assessment Worksheet (EAW) for the proposed North Oaks Mixed Use development located within the City of Lino Lakes. After reviewing the EAW, we offer the following comments to help ensure the continued functionality and safety of the transportation system in the area.

A primary concern for the County is the potential impact of the development on the surrounding transportation network. We note that the future expansion of Ash Street (CSAH 32) may be necessary to accommodate increased traffic volumes, including a possible conversion to a four-lane roadway. Any proposed access to a county highway shall comply with Anoka County's access spacing requirements. Additionally, turn lanes and other safety measures may be required based on the traffic impact of the development.

As the project progresses, we strongly recommend the developer coordinate closely with Anoka County's Development Review lead to ensure that the development adheres to our guidelines and standards. This collaboration will help streamline the approval process and maintain consistency on the transportation system.

We appreciate the opportunity to provide comments on the North Oaks Mixed Use Development EAW. We look forward to continuing our partnership with the City of Lino Lakes to improve transportation infrastructure as the area grows.

Should you have any questions or require further clarification, please do not hesitate to contact me directly at [Rebecca.haug@anokacountymn.gov](mailto:Rebecca.haug@anokacountymn.gov) or 763-324-3114.

Sincerely,

Rebecca Haug  
Project Manager – Environmental

CC: Joe MacPherson, County Engineer

Our passion is your safe way home!

1440 Bunker Lake Blvd. NW ▲ Andover, MN 55304-4005  
Office: 763-862-4200 ▲ Fax: 763-862-4201 ▲ [www.anokacounty.us/highway](http://www.anokacounty.us/highway)

Affirmative Action / Equal Opportunity Employer





January 16, 2025

Katie Larsen, City Planner  
City of Lino Lakes  
600 Town Center Parkway  
Lino Lakes, MN 55014

**RE: City of Lino Lakes – Environmental Assessment Worksheet (EAW) – North Oaks Mixed Use Development**

Metropolitan Council Review No. 23038-1  
Metropolitan Council District No. 11

Dear Katie Larsen:

The Metropolitan Council received the EAW for the North Oaks Mixed Use Development project in Lino Lakes on December 17, 2024. The proposed project is located north of Wilkinson Lake and west of Centerville Road. The proposed development consists of 71 single-family homes, 56 townhomes, and 300 apartments along with approximately 178,000 square feet for a total of 120 acres.

The staff review finds that the EAW is complete and accurate with respect to regional concerns and does not raise major issues of consistency with Council policies. An EIS is not necessary for regional purposes.

We offer the following comments for your consideration.

**Item 7– Climate** (MacKenzie Young-Walters, 651-602-1373)

The EAW would benefit from a more robust consideration of anticipated climate impacts and potential mitigation measures. For example, the identified warming trend is expected to increase the number of freeze thaw cycles during winter months. Given the site's proximity to surface water resources, developing a chloride management plan would be an appropriate adaptation to this trend to help protect these water bodies. Similarly, the projected increase in the frequency of large storm events may justify a more aggressive approach to stormwater management. Finally, native vegetation could be used in landscaping to increase the site's resistance to drought and assist in onsite stormwater management.

**Item 9 – Permits and approvals required** (MacKenzie Young-Walters, 651-602-1373)

The development appears to be inconsistent with the density ranges permitted by the city's comprehensive plan. The provided site plan for the high-density portion of the development indicates that 19.9 acres will be residential uses with 2.2 acres of public streets. This would result in a proposed density of 16.1 units per acre which exceeds the 15 units per acre maximum established for the Signature Gateway District and the 8 units per acre maximum established for the High-Density Residential land uses assigned to the eastern portion of this project. The project proposer should also verify that the single-family homes proposed for the area guided for Medium Density Residential fall within the established 4 to 6 units per acre range. The final project must fall within the density ranges established by the city's land use plan, which can be accomplished



either through a comprehensive plan amendment or revising the proposed number of dwelling units.

**Item 10 – Land Use** (Colin Kelly, 651-602-1361)

There is one unit of the Regional Parks and Trails System in the vicinity (i.e., within 1/2 mile) of the proposed development. Metropolitan Council Parks and Trails staff encourage the City of Lino Lakes to work with Anoka County to develop an off-street bicycle and pedestrian connection from the proposed development to the intersection of Ash Street and 20th Avenue South, to connect with the planned Chain of Lakes-Otter Lake Regional Trail. Local and regional trails benefit residents and businesses alike, providing healthy recreation options and access to key local and regional destinations.

**Item 12– Water Resources** (John Clark, 651-602-1452)

The EAW states that the water supply source for this development may be the City of Lino Lakes or the White Bear Township, with estimated average day demands of 88,000 gallons per day (GPD) and max day demands of 199,700 GPD. These estimated water demands would account for approximately 4.1% of Lino Lakes' projected average day demand and 2.7% of max day demand in 2030. Similarly, these demands would account for 5.1% of White Bear Township's projected average day demand and 4.8% of max day demand in 2030. If the estimated water demands for this development are not currently accounted for in either community's current approved Local Water Supply Plan (LWSP), the LWSPs for those communities providing water for the development would need to be updated to reflect new water demands and any needed changes to water appropriation permits and be approved by the Minnesota Department of Natural Resources (DNR). Once a LWSP is updated and approved by the DNR, those plans need to be provided to the Metropolitan Council (Council) as part of a comprehensive plan amendment. The Council reviews comprehensive plan amendments for consistency with Water Policy Plan policies related to water resource and supply sustainability.

Agreements with the community or communities providing water supply for this development should be reached before proceeding with development. These agreements should be included in LWSP appendices.

Potential water supplying communities of Lino Lakes and/or White Bear Township may be impacted by water demand and permit restrictions imposed by the DNR associated with the sustainable management of White Bear Lake. Strategies to conserve water through efficient use and sustainable water and land management practices should be considered during the design and development phases.

This development lies adjacent to Lino Lakes and St. Paul Drinking Water Supply Management Areas (DWSMA). Note that any changes to Wellhead Protection Areas associated with new wells or updated modeling efforts may include portions of this development within a neighboring DWSMA. Care should be taken to ensure that land use changes and management within these 120 acres align with the Wellhead Protection Plans for Lino Lakes and St. Paul, reflecting best management practices.

The project area consists primarily of hydric or drained hydric soils and lies adjacent to large wetland complexes. The water table is within 10 feet of the land surface throughout the project area and could rise during wet climatic periods. Precipitation has been increasing in the area over the past century and some areas where hydric soils have been drained and filled for development have experienced flooding during the past decade. Care should be taken to consider these factors in the climate portion of the EAW and in site design, ensuring that drainage of the project area supports developed infrastructure and adjacent natural areas, as nearby wetlands may serve as important features supporting water infiltration and recharge of underlying aquifers. Buildings



withing this project area may require design elements that ensure inground infrastructure does not flood, per the included geotechnical report.

Due to the increase in impervious surface post-development and the location of the project area adjacent to surrounding wetlands and surface waters, care should be taken to consider the potential use and need for chlorides for snow and ice management. By considering these needs along with smart salting strategies in site design and the development process, potential contamination of surface water groundwater may be limited.

**Item 12.b.i – Wastewater** (Roger Janzig, 651-602-1119)

A copy of the Intercommunity Wastewater Service Agreement should be forwarded to Metropolitan Council Environmental Services once executed. The agreement must show how the intercommunity connection is being billed for wastewater service (i.e. by the community receiving the flow or is the Metropolitan Council making an adjustment in the wastewater flow billing for the two communities).

**Item 18– Greenhouse Gas Emissions** (MacKenzie Young-Walters, 651-602-1373)

From the provided narrative and calculations sheet, it does not appear that greenhouse gas emissions associated with the site's commercial component were considered. The State of Minnesota's climate goals require every project to consider how they can reduce their contributions to greenhouse gas emissions, even though virtually every project can argue that their individual contribution is a very small amount when compared to state-wide GHG emissions. In this case, a mitigation measure such as electric vehicle ready design could significantly reduce the project's long-term environmental impacts by facilitating the transition to electric vehicles. Alternatively, committing to tree replacement beyond what is required by city ordinance or using native planting for landscaping would also be appropriate mitigation measures to consider. Finally, common mitigation measures like energy efficient building design and appliances can also contribute to reducing the project's greenhouse gas emissions and should be considered.

**Item 20 – Transportation** (Joe Widing, 651-602-1822)

Staff recommends that the developer construct non-motorized facilities throughout the proposed site to connect to future facilities planned with the upcoming County Road J reconstruction project. The development should also construct non-motorized facilities beyond the county project scope along Centerville Road out to the proposed Ash Street intersection.

This concludes the Council's review of the EAW. The Council will not take formal action on the EAW. If you have any questions or need further information, please contact MacKenzie Young-Walters, Principal Reviewer, at 651-602-1373 or via email at [mackenzie.young-walters@metc.state.mn.us](mailto:mackenzie.young-walters@metc.state.mn.us). As always, you can also contact your Sector Representative, Emma Dvorak, at 651-602-1399 or via email at [emma.dvorak@metc.state.mn.us](mailto:emma.dvorak@metc.state.mn.us).

Sincerely,



Angela R. Torres, AICP, Senior Manager  
Local Planning Assistance

CC:    Tod Sherman, Development Reviews Coordinator, MnDOT - Metro Division  
      Gail Cederberg, Metropolitan Council District 11  
      Emma Dvorak, Sector Representative  
      MacKenzie Young-Walters, Principal Reviewer  
      Reviews Coordinator



Division of Ecological and Water Resources  
Region 3 Headquarters  
1200 Warner Road  
Saint Paul, MN 55106

Transmitted by Email

January 16, 2025

Katie Larsen, City Planner  
City of Lino Lakes  
600 Town Center Parkway  
Lino Lakes, MN 55014-1182

Dear Katie Larsen,

Thank you for the opportunity to review the North Oaks Mixed Use Development Environmental Assessment Worksheet (EAW) for the project located in Anoka County. The DNR respectfully submits the following comments for your consideration:

1. Page 11, Zoning. The EAW states the project site will be rezoned to bring it in line with the Future Land Use Map (Appendix C) within the 2040 Comprehensive Plan. The project site is within DNR public waters shoreland. The project must be reviewed as a shoreland Planned Unit Development per city ordinance section 1102.13.
2. Page 11, Zoning. The EAW should discuss how the project is or is not in compliance with local shoreland ordinances.
3. Page 13, Surface Water. This section does not discuss Lake Amelia to the east, even though much of the eastern development is located within the shoreland of Lake Amelia, which is also a Lake of Moderate Biodiversity Significance. Wilkinson Lake is mapped as a Minnesota Biological Survey (MBS) Site of Outstanding Biodiversity Significance.
4. Page 15, Groundwater. There is one identified well (#420603, a domestic well) located within the Project site. The DNR regulates water use, depending on use type and volume. However, if the well is not in use and does not have a Water Well Maintenance Permit, or the well poses a threat to health or safety, Minnesota law requires that the well be sealed.
5. Page 15, Groundwater. Is the site currently tile-drained? If so, what is the depth to groundwater expected to be after development?
6. Page 16, Stormwater. Please ensure that the NPDES/SDS Construction Stormwater Permit, the Stormwater Pollution Prevention Plan, and project construction plans include the requirements for state-listed species that are identified in the June 21, 2024 Natural Heritage Review letter, and also include the required Blanding's turtle avoidance plan.



7. Page 16, Stormwater. The DNR recommends that stormwater be used for landscape irrigation. The re-use of stormwater for irrigation will reduce the volume of stormwater and stormwater pollution flowing downstream of the site. In addition, the use of stormwater for irrigating landscaping will conserve valuable groundwater.
8. Page 16, Stormwater. The increase in impervious surfaces will also increase the amount of road salt used in the project area. Chloride released into groundwater as well as local lakes and streams does not break down, and instead accumulates in the environment, potentially reaching levels that are toxic to aquatic wildlife and plants. Consider promoting local business and city participation in the Smart Salting Training offered through the Minnesota Pollution Control Agency. There are a variety of classes available for road applicators, sidewalk applicators, and property managers. More information and resources can be found at this [website](#). Many winter maintenance staff who have attended the Smart Salting training — both from cities and counties and from private companies — have used their knowledge to reduce salt use and save money for their organizations.

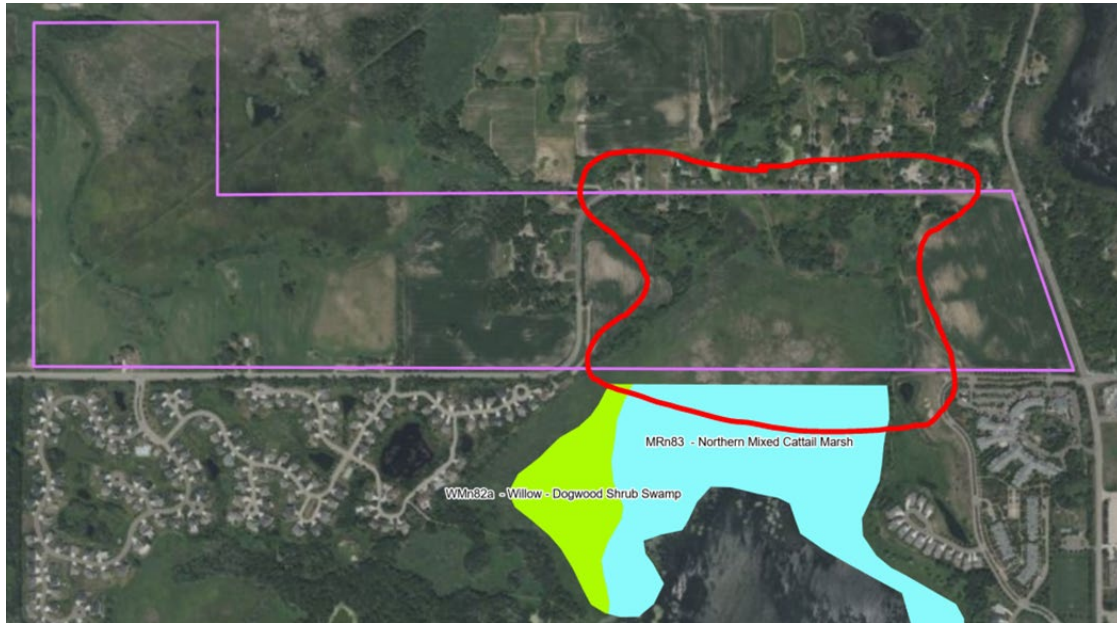
We also encourage cities and counties to consider how they may participate in the [Statewide Chloride Management Plan](#) and provide public outreach to reduce the overuse of chloride. Here are some [educational resources](#) for residents as well as a [sample ordinance](#) regarding chloride use.

9. Page 16, Stormwater. Large stormwater ponds are proposed to be located directed adjacent to Wilkinson Lake, which is a high-quality natural resource. Stormwater directed towards this natural area could alter the natural hydrology, contribute to sediment and erosion, or introduce nutrients and other contaminants that could degrade this natural area. We encourage the development to give sufficient buffer to the Outstanding MBS Site, and to ensure robust stormwater treatment to protect Wilkinson Lake. The project area is also in a *High Potential Zone* for the federally-endangered, rusty patched bumble bee. Therefore, we encourage the development to use weed-free, [native seed mixes](#) in landscaping and stormwater features to the greatest extent possible in order to provide pollinator and wildlife habitat.
10. Page 18, Wetlands. Please note that the MBS Site of *Outstanding* Biodiversity Significance and the associated two Native Plant Communities (NPC) mapped adjacent to the project area more than likely extend across the hard line that makes up the northern border of the NPCs. The straight line of the northern border is an arbitrary stopping point of a survey site based on the change from Ramsey to Anoka County and does not represent a change in plant community. Aerial imagery, historic imagery, and LiDAR support the extension of the NPCs into the project area (see image below), and a consultation with MBS staff confirmed that a continuation of the NPCs (MRn83 – Northern Mixed Cattail Marsh and WMn82a – Willow – Dogwood Shrub Swamp) into the project area would be considered appropriate based on DNR mapping standards.

NPCs with a Conservation Status Rank of S1 through S3, or wetlands within *High* or *Outstanding* MBS Sites of Biodiversity Significance may qualify as [Rare Natural Communities](#) (RNC) under the Wetland Conservation Act (WCA). Minnesota Rules, part 8420.0515, subpart 3, state that a wetland replacement plan for activities that modify a RNC must be denied if the local government unit determines proposed activities will permanently adversely affect the RNC. The



project is proposing to impact wetlands, which requires the preparation of a wetland replacement plan. Please refer to [WCA Technical Guidance on RNCs](#) as the project moves forward, and contact DNR Regional Plant Ecologist, Amanda Weise (651-259-5793; [Amanda.Weise@state.mn.us](mailto:Amanda.Weise@state.mn.us)) for further coordination on RNC evaluation during the WCA process.



11. Page 21, Rare Features. Please refer to the previous comment. Current and historical (1991-present) aerial imagery show no apparent differences in land use or vegetation between the *Outstanding* MBS site closer to Wilkinson and the contiguous wetlands within the project area. They are all part of the wetlands surrounding Wilkinson Lake and it is likely that the conditions and NPCs in the MBS Site continue into these wetlands within the project area. "Outstanding" sites contain the best occurrences of the rarest species, the most outstanding examples of the rarest native plant communities, and/or the largest, most ecologically intact or functional landscapes. The condition of the wetlands on the western side of the project is not known.
12. Page 21, Rare Features. This section does not represent the abundance of state threatened, Blanding's turtles, in the area. There are two mapped element occurrences of the Blanding's Turtle that overlap with the Project site and several other documented occurrences within a mile. Blanding's Turtles may move up to or over a mile during the active season. They use wetlands, creeks, ponds, and lakes to overwinter and use uplands during the active season for travel, feeding, and nesting.
13. Page 22, Rare Features. Given the number of Blanding's turtles documented in and near the project area, it is likely this species uses the area for summer activities - nesting, feeding, basking, and/or travel - and/or for overwintering. Direct impacts to wetlands will be minimized but conversion of uplands to housing and associated infrastructure will make those areas of little use to Blanding's turtles and will likely make them more dangerous to these turtles as they will have greater exposure to the cars and other potentially harmful activities. A Blanding's turtle avoidance plan is required for this project, and should be described in this section of the EAW.

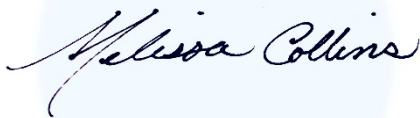


14. Page 23, Visual. Given the proximity of the development to a sensitive natural area, development lighting is an important consideration, especially since tall multistory buildings are proposed. Animals depend on the daily cycle of light and dark for behaviors such as hunting, migrating, sleeping, and protection from predators. Light pollution can affect their sensitivity to the night environment and alter their activities. In addition to the undesirable effects of upward facing lighting, the hue of lights can also affect wildlife. LED lighting has become increasingly popular due to its efficiency and long lifespan. However, these bright lights tend to emit blue light, which can be harmful to birds, insects, and fish. The DNR recommends that any projects using LED luminaries follow the [MnDOT Approved Products for luminaries](#), which limits the Uplight rating to 0. A nominal color temperature below 2700K is preferable for wildlife, and so we recommend choosing products that have the lowest number for backlight and glare (all approved products should already be 0 for Uplight).

15. Page 24, Dust and Odors. DNR recommends that dust suppressants containing chloride not be used in areas that drain to public waters.

Thank you again for the opportunity to review this document, and please let me know if you have any questions.

Sincerely,

A handwritten signature in cursive script that reads "Melissa Collins". The signature is written in black ink on a light blue rectangular background.

Melissa Collins

Regional Environmental Assessment Ecologist | Ecological and Water Resources

Minnesota Department of Natural Resources

1200 Warner Road

St. Paul, MN 55106

Phone: 651-259-5755

Email: melissa.collins@state.mn.us

CC: Lauren Grouws, North Oaks Company, LLC

*Equal Opportunity Employer*



## Thomas Hoffman

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**From:** Dove Family <dovefamily96@gmail.com>  
**Sent:** Thursday, January 16, 2025 10:38 PM  
**To:** Thomas Hoffman  
**Subject:** County J/Ash & Centerville Development

[You don't often get email from dovefamily96@gmail.com. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification> ]

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

Hi Thomas,

Upon review of the proposed development information and the studies that were conducted we had a few observations.

The traffic study which was conducted was performed on a Thursday in mid-July. We don't feel this is representative of normal traffic during a school / work week in say April or September/October. I believe there would be more traffic in and out of Rapp Farm with the many parents and student drivers leaving and entering the neighborhood in morning and afternoon commutes. It would be more appropriate than picking a day in mid summer when school is out and many people are on vacations.

The S curve between Rapp and Centerville is dangerous. We have seen many cars, trucks, and delivery trucks slide off the road each year going eastbound and entering the turn too fast after speeding down county J/Ash and taking out the signs and damaging their vehicles. Vehicles also tailgate, pass on the shoulder, and pass on the double yellow on County J/Ash. We have even had 2 vehicles pass us in the S-turn.

The number of accidents at Rapp Farm entrances seems low. Also, no accidents were reported at the Main West entrance of Rapp Farm. I saw an accident there so we are wondering if data was pulled from only one county either Ramsey County or Anoka County. Depending on what county team responded to an accident and if only one county's data was pulled, the study results may not give a complete picture.

Thanks for listening.

Jeff and Julie Dove  
76 Monarch Way  
North Oaks, MN 55127



## Thomas Hoffman

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**From:** Rapp1 <r3297066@gmail.com>  
**Sent:** Wednesday, January 15, 2025 2:43 PM  
**To:** Thomas Hoffman  
**Subject:** North Oaks Mixed Use Development EAW - Concerns Regarding Proposed Development on Centerville Road through County J

You don't often get email from r3297066@gmail.com. [Learn why this is important](#)

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

Dear Mr. Thomas

I am writing to express my concerns regarding the proposed development from Centerville Road through County J. Some of the key issues with this development include its impact on the preserved areas within the North Oaks community, its effects on wildlife, and the increased light and noise pollution in the area.

Development has significant impacts on local ecosystems, often leading to a range of environmental challenges:

**Habitat Loss:** Development can lead to local extinction and reduced biodiversity.

**Fragmentation:** When natural areas are divided into smaller, isolated patches, it disrupts the continuity of habitats. This fragmentation can make it difficult for species to find food, mates, and shelter, leading to population declines.

**Pollution:** Runoff from developed areas can carry chemicals and heavy metals into water bodies, harming aquatic life.

**Hydrological Changes:** Development can alter natural water flows, leading to increased stormwater runoff and changes in water quality and quantity. This can affect both terrestrial and aquatic ecosystems.

**Climate Change:** Urban heat islands—areas that are significantly warmer than their rural surroundings—can alter local climate patterns and affect species sensitive to temperature changes.

**Invasive Species:** Development can facilitate the spread of invasive species, which can outcompete native species and further reduce biodiversity.

These challenges underscore the importance of reconsidering the proposed development on County J and Centerville.

The preserved area encompasses various wetlands, forests, and prairies, all of which play a crucial role in maintaining the health and stability of the local ecosystem. These habitats provide essential breeding grounds for migratory birds, butterflies, and other pollinators, thereby ensuring that our community remains a vibrant and diverse ecosystem. The area proposed for development is part of a 220-acre agricultural easement that is intended to be perpetually protected from development. This easement serves as a buffer zone for wildlife and the conserved area.



Some of the key benefits of having this agricultural easement surrounding the preserved North Oaks areas include:

**Protection of Open Space:** Agricultural easements help preserve open spaces, preventing them from being developed for non-agricultural uses. This maintains the natural landscape and provides aesthetic and recreational benefits to the community.

**Wildlife Habitat:** These easements protect habitats for various species, including those that rely on agricultural lands for breeding, feeding, and shelter. This contributes to biodiversity and supports healthy ecosystems.

**Environmental Quality:** Agricultural easements help maintain soil health, water quality, and air quality by preventing urban sprawl and promoting sustainable farming practices.

**Buffer Zones:** They act as buffer zones around conserved areas, reducing the impact of urban development on these sensitive environments.

**Economic Benefits:** By keeping land in agricultural use, these easements support local farming economies and can provide financial benefits to landowners through tax incentives and conservation funding.

**Cultural and Historical Preservation:** Agricultural easements can protect lands with historical or cultural significance, preserving the heritage and traditional uses of the land.

**Climate Resilience:** Maintaining agricultural lands can enhance climate resilience by sequestering carbon, reducing flood risks, and supporting local food production.

Constructing a road adjacent to the preserved water body is likely to significantly increase microplastic pollution. The proposed high-density development in an area currently lacking metro services will inevitably lead to increased car traffic, thereby exacerbating microplastic pollution. Current studies suggest that traffic is a significant contributor to microplastic pollution, with approximately 28% of microplastics entering the environment globally attributed to tire wear from vehicles. Humans can ingest microplastics through contaminated food and water and inhale them from the air. Microplastics have been found in various human tissues, including the placenta. The presence of microplastics in the human body is associated with inflammation, chronic diseases, neurotoxicity, and oxidative stress. While the full impacts of this pollution are still being analyzed, scientists agree that microplastic pollution represents a major health concern.

The proposed development will negatively impact the neighborhood through increased light and noise pollution. Light pollution can cause disruption of circadian rhythms, increase the risk of health issues, and cause eye strain and visual discomfort. Many residents chose to move away from urban areas to enjoy tranquility, access to preserved natural areas, and the availability of clean water and air. The construction of a high-density development, particularly with commercial zones, will likely exacerbate light and noise pollution in the area, thereby diminishing its appeal to young families.

The proposal fails to consider the community characteristics that make higher density development challenging. The anticipated increase in the number of cars will have significant environmental consequences for the area surrounding this development. The additional vehicles will necessitate the construction of more roads, and the current road infrastructure will be insufficient to support the population growth. Traffic congestion already occurs on Ash Street even with the current density. It is unclear how a road from County J to Centerville will alleviate this traffic issue.

The proposed building heights, intended to increase the density of the development area, appear to serve no purpose other than to enhance the developers' profits. These buildings will be an eyesore for the neighborhood, towering over all surrounding structures. They will obstruct the path of migratory birds



and block the sweeping views of the conserved area. Previous developments by the North Oaks Company have been designed to preserve views of green spaces. This proposal, however, seems focused on cramming too many people into a small space.

Thank you for considering my concerns. I hope that the negative impacts of this development will be carefully evaluated.



**CITY OF LINO LAKES  
RESOLUTION NO. 25-12**

**RESOLUTION APPROVING THE RECORD OF DECISION AND MAKING A NEGATIVE  
DECLARATION ON THE NEED FOR AN ENVIRONMENTAL IMPACT STATEMENT  
FOR THE NORTH OAKS MIXED USE DEVELOPMENT**

**WHEREAS**, Pursuant to Minnesota Rules for Environmental Review, 4410.0200 Responsible Governmental Unit (RGU) has prepared the Environmental Assessment Worksheet (EAW) for the proposed North Oaks Mixed Use Development, Lino Lakes, Anoka County (Project).

**WHEREAS**, the City initiated an environmental review to determine if the proposed North Oaks Mixed Use development has the potential for significant environmental effects, as required by MN Rules, Chapter 4410.4300, Subpart 14;

**WHEREAS**, the EAW was filed with the EQB and notice of its availability for public review and comment was published in the EQB Monitor on December 17<sup>th</sup>, 2024. A copy of the EAW was sent to all persons on the EQB Distribution List. The EAW was also made available at City Hall.

**WHEREAS**, The 30-day public review and comment period for the EAW began on December 17<sup>th</sup>, 2024 and ended January 16<sup>th</sup>, 2025.

**NOW, THEREFORE, BE IT RESOLVED** The City of Lino Lakes has fulfilled all applicable procedural requirements of law and rule regarding the determination of need for an Environmental Impact Statement (EIS) for the proposed North Oaks Mixed Use Development

The proposed Projects and comments have been evaluated by the City of Lino Lakes (RGU) to determine potential environmental effects. Based on a comparison of the impacts that are reasonably expected to occur from the Project with the criteria established in Minnesota Rules Part 4410.1700, subp. 7, the Project does not have the potential for significant environmental effects. Pursuant to Minnesota Rules Part 4410.1700, Subpart 5, a copy of the RGU Record of Decision will be provided, within 5 days, to all persons on the EQB Distribution List.

**BE IT FURTHER RESOLVED** that the Mayor and Clerk are hereby authorized the Record of Decision on behalf of the City following review and approval by the City Attorney.

Adopted by the City Council of the City of Lino Lakes this 10<sup>th</sup> day of February, 2025.

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Rob Rafferty, Mayor

ATTEST:

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Roberta Colotti, CMC, City Clerk