City of Ramsey
Agenda
Regular City Council
Tuesday, February 14, 2017
7:00 pm
Council Chambers, 7550 Sunwood Drive NW

1. Call to Order

2. Presentation

1. 2017 State of the City Address

3. Citizen Input

4. Consent Agenda

1. Receive Cash & Investments For Period Ending January 31, 2017

2. Note the Following Boards and Commissions Meeting Minutes:
1. Planning Commission Work Session Minutes Dated December 1, 2016
2. Planning Commission Meeting Minutes Dated December 1, 2016
3. Economic Development Authority Meeting Minutes Dated December 8, 2016
4. Environmental Policy Board Meeting Minutes Dated December 19, 2016

3. Approve Licenses

4. Approve the Following Meeting Minutes:
1. City Council Work Session dated 01/24/17
2. City Council Regular dated 01/24/17

5. Approve Request to Declare Surplus Property

6. Approve Renewal of the Master Agreement with OPUS 21 (Utility Billing Provider) for One Year

7. Adopt Resolution #17-02-046 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of January 19, 2017 through February 8, 2017

8. Adopt Resolution #17-02-041 Calling for a Public Hearing on an Issue of Revenue Bonds by the City of Minneapolis and the Housing and Redevelopment Authority (HRA) of the City of St. Paul on Behalf of Allina Health Systems

9. Adopt Resolution #17-02-042 Approving a Stormwater Maintenance Agreement for Sunwood Village; Case of CB Ramsey Housing Limited Partnership

10. Adopt Resolution #17-02-043 Approving an Easement Encroachment Agreement for the Installation of a Ground Sign for the Station; Case of DR Horton

11. Receive Report from Public Works Committee
1. Finalize the Landscape Renovation for the Center Median in the Sweet Bay Ridge Development: Ratify the recommendation of the Public Works Committee to recommend City Council approval of a landscape renovation plan for Sweet Bay Ridge Development center medians.
2. Request for Rate Change at Electrical Vehicle Charging Station: Ratify the recommendation of the Public Works Committee for City Council approval to reduce the electric vehicle charging station's per/hour pricing from $1.00/hour to $.80 cents/hour, but retain the policy of charging for every hour that a vehicle is plugged into the station.
3. Consider Recommendation to City Council to Accept Draft Feasibility Report for Sunwood Drive Reconstruction, Improvement Project #17-00: Ratify the recommendation of the Public Works Committee to recommend that the City Council accept the recommendations outlined in the draft Feasibility Report for Sunwood Drive Reconstruction, City Improvement Project #17-00.
4. Consider Recommendation to City Council to Accept Draft Feasibility Report for Alpine Drive Reconstruction, Improvement Project #17-01: Ratify the recommendation of the Public Works Committee to recommend that the City Council accept the recommendations outlined in the draft Feasibility Report for Alpine Drive Reconstruction, City Improvement Project #17-01.
5. Consider Recommendation to City Council to Accept Draft Feasibility Report for Rivers Bend Street Reconstruction, Improvement Project #17-02: Ratify the recommendation of the Public Works Committee to recommend City Council to table the Draft Feasibility Report for Rivers Bend Street Reconstruction, Improvement Project #17-02, for further consideration of construction in 2018 with a nearby street reconstruction project.

5. Approve Agenda

6. Public Hearing

1. PUBLIC HEARING: Adopt Resolution #17-02-044 Accepting Feasibility Report and Ordering Plans and Specifications for Improvement Project #17-00, Sunwood Drive Reconstruction

7. Council Business

1. Adopt Ordinance #17-02 Approving a Zoning Amendment for Woodlands 4th Addition (Project #16-102); Case of Lennar Corporation

2. Review Policy Document for Pearson Farm; Case of Capstone Homes

3. Consider Resolution #17-02-040 Approving a Comprehensive Plan Amendment for the Armstrong West Area

4. Stone Brook Children's Academy Site Selection

5. Introduce Ordinance #17-05 Approving a Zoning Amendment for Regency Commons (Project No. 16-108); Case of National Self Storage LLC

6. Adopt Resolution #17-02-047 Supporting Pollinator Initiatives in the City of Ramsey and Authorizing the Mayor to Sign the Mayors for Monarchs Pledge

7. Consider Request from American Print & Digital for Use of Ramsey EDA Revolving Loan Fund

8. Adopt Resolution #17-02-045 to Hire Two Patrol Officers

9. Adopt Resolution #17-02-048 Approving Final Application to Resilient Communities Project

10. Adopt Ordinance #17-03 to Amend Board of Appeals and Adjustment/Official Map - An Ordinance Amending Chapter 2 - Section 2-159 (Duties, Responsibilities, and Objectives) of the Ramsey City Code

11. Approve Work Plan and Budget for Comprehensive Plan Update: Transportation Chapter

8. Mayor/Council/Staff Input

1. Receive Progress Report on The COR Development Plan Update

2. Receive Update on Mississippi River Corridor Critical Area (MRCCA) Revised Rules

9. Adjournment

CC Regular Session **2. 1.**

Meeting Date: 02/14/2017

Information

Title:

2017 State of the City Address

Purpose/Background:

Annually, the Mayor provides a 'State of the City' presentation to Ramsey residents, property owners and businesses during a regular City Council meeting. The purpose of this presentation is to provide a recap of City operations, updates and news from the past year, as well as a look ahead at what is to come in the new year.

Attachments

No file(s) attached.

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	02/09/2017 03:28 PM
Form Started By: Nichole Wenberg		Started On: 02/06/2017 10:56 AM
Final Approval Date: 02/09/2017		

CC Regular Session **4. 1.**

Meeting Date: 02/14/2017

By: Diana Lund, Finance

Information

Title

Receive Cash & Investments For Period Ending January 31, 2017

Purpose/Background:

Purpose: Receive reports of the City's cash and investments for the period ending January 31, 2017.

Cash and investment report shows the monthly cash flow - receipts and expenditures through January 31, 2017 with the current listing of the City's investment portfolio.

Action:

None required. Informational only.

Attachments

Cash & Investments for Period Ending January 31, 2017

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	02/09/2017 04:25 PM
Form Started By: Diana Lund		Started On: 02/09/2017 10:35 AM
Final Approval Date: 02/09/2017		

CITY OF RAMSEY
REPORT OF POOLED CASH FLOWS
Period Ended January 31, 2017

	January-17 CURRENT MONTH	2017 YEAR-TO-DATE
CASH AND TEMPORARY INVESTMENTS		
BEGINNING BALANCE	$ 64,912,887.39	$ 64,912,887.39
CASH INFLOWS:		
Daily Deposit	207,216.25	207,216.25
Tax Settlements	158,808.75	158,808.75
U/B Receipts	27,298.40	27,298.40
Credit Cards	22,290.48	22,290.48
Interest Earnings [Net of Interest Paid on Investments]	43,388.86	43,388.86
Bond Proceeds		
TOTAL CASH INFLOW	$ 459,002.74	$ 459,002.74
TOTAL CASH AVAILABLE	$ 65,371,890.13	$ 65,371,890.13
CASH OUTFLOWS:		
Prepaid Checks	764,466.71	764,466.71
Bills Lists	263,989.48	263,989.48
Pay Estimates	283,687.00	283,687.00
Credit Cards	2,501.66	2,501.66
Payroll - Net	292,893.85	292,893.85
Flex Reimbursement	1,498.24	1,489.24
Void Checks/Dormant Checks Paid	(200.00)	(200.00)
Debt Service	525,942.50	525,942.50
Miscellaneous [Bank Charges; etc.]	100.00	100.00
TOTAL CASH OUTFLOW	$ 2,134,879.44	$ 2,134,870.44
POOLED CASH AND TEMPORARY INVESTMENTS ENDING BALANCE	**$ 63,237,010.69**	**$ 63,237,019.69**
MEMO - NET 2016 CASH INFLOW (OUTFLOW)	**(1,675,876.70)**	**(1,675,867.70)**
INVESTMENT PORTFOLIO SUMMARY		
BEGINNING BALANCE	**$ 57,425,022.30**	**57,425,022.30**
Purchases	1,355,000.00	1,355,000.00
Maturities/Sales	(1,759,585.10)	(1,759,585.10)
ENDING BALANCE	**$ 57,020,437.20**	**$ 57,020,437.20**

Prepared by the City of Ramsey Finance Department
2/9/2017

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2016 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	CUSIP	PRIN BAL 1/1/2017	PURCH 2017	SOLD/ MATURE 2017	BV PRIN BAL 12/31/2017	PAR	YTM
160623	6/23/2017	4M	Term Series 4M		2,000,000.00		0.00	2,000,000.00	2,000,000.00	0.70%
161208C	3/8/2017	4M	Term Series 4M		1,000,000.00		0.00	1,000,000.00	1,000,000.00	0.45%
160927B	3/28/2017	4M	Term Series 4M		1,000,000.00		0.00	1,000,000.00	1,000,000.00	0.43%
160722B	1/23/2017	4M	Term Series 4M		500,000.00		500,000.00	0.00	500,000.00	0.43%
160825A	8/25/2017	4M	Term Series 4M		752,400.00		0.00	752,400.00	752,400.00	0.60%
160825B	8/25/2017	4M	CD-CIT BANK/ONEWEST-	58978	247,600.00		0.00	247,600.00	247,600.00	0.95%
14M1205C	10/11/2017	4M	CD-SONABANK (BOND PI	57968	161,000.00		0.00	161,000.00	161,000	0.75%
								5,161,000.00		
150701A	2/1/2020	BAIRD	WINTHROP MN TAX	976367ND0	290,000.00		0.00	290,000.00	290,000	2.43%
160322A	3/22/2021	BAIRD	FNMA	3136H3BT1	250,000.00		0.00	250,000.00	250,000	1.00%
160420A	2/1/2017	BAIRD	MINNENOTONKA MN ISI	604204QS9	120,000.00		0.00	120,000.00	120,000	1.04%
160322B	1/1/2020	BAIRD	MINNENOTONKA MN ISI	604195D20	100,000.00		0.00	100,000.00	100,000	1.55%
160323	3/23/2021	BAIRD	FNMA	3136G3CJ2	300,000.00		0.00	300,000.00	300,000	1.00%
150701B	2/1/2021	BAIRD	WINTHROP MN TAX	976367NE8	305,000.00		0.00	305,000.00	305,000	2.68%
140904	9/1/2021	BAIRD	OKLAHOMA TAXABLE	678519RP6	535,000.00		0.00	535,000.00	535,000	2.45%
								1,900,000.00		
160826A	8/27/2018	ICD SEC	CD-ADMIRALS BANK	007220AM8	200,000.00		0.00	200,000.00	200,000	1.00%
170125B	1/25/2019	ICD SEC	CD-BANKERS BANK	06610YFQ5		109,000.00	0.00	109,000.00	200,000	1.00%
170131	7/31/2019	ICD SEC	CD-CAPE COD	13934CAB3		249,000.00	0.00	249,000.00	200,000	1.00%
170111	1/11/2019	ICD SEC	CD-CAPITAL ONE BANK	140420S92		148,000.00	0.00	148,000.00	200,000	1.00%
170125C	1/25/2019	ICD SEC	CD-RONDOUT SAVINGS I	776322AR0		200,000.00	0.00	200,000.00	200,000	1.00%
170112	1/11/2019	ICD SEC	CD-WORLDS FOREMOST	981571CS9		100,000.00	0.00	100,000.00	200,000	1.00%
170119	1/18/2019	ICD SEC	CD-WORLDS FOREMOST	981571CU4		100,000.00	0.00	100,000.00	200,000	1.00%
170125A	1/25/2019	ICD SEC	CD=WHITNESY BANK	966594AV5		249,000.00	0.00	249,000.00	249,000	1.00%
141212A	6/12/2017	ICD SEC	CD-ALLY BANK	02006LMP5	100,000.00		0.00	100,000.00	100,000	1.20%
160330B	10/2/2017	ICD SEC	CD-ALLY BANK	02006LZH9	74,000.00		0.00	74,000.00	74,000	0.85%
160728B	7/30/2018	ICD SEC	CD-ALLY BANK	02006LH30	75,000.00		0.00	75,000.00	75,000	1.00%
150710B	7/10/2017	ICD SEC	CD-AMERICAN COMMER	02519TAC0	250,000.00		0.00	250,000.00	250,000.00	1.00%
160930C	4/6/2018	ICD SEC	CD-AMERICAN NATIONA	02771RAQ6	249,000.00		0.00	249,000.00	249,000.00	0.90%
160930A	4/2/2018	ICD SEC	CD-AMERICAN NATIONA	02771PNK9	157,000.00		0.00	157,000.00	157,000.00	0.85%
140725B	1/25/2017	ICD SEC	CD-AMERICAN WEST BA	03059OD59	200,000.00		200,000.00	0.00	200,000	0.80%
151230A	6/30/2017	ICD SEC	CD-APPLE BANK FOR SA	03784JPH1	250,000.00		0.00	250,000.00	250,000.00	1.00%
150415	4/13/2017	ICD SEC	CD-BANK CASTILE	061077BC6	150,000.00		0.00	150,000.00	150,000	0.70%
160615	6/15/2018	ICD SEC	CD-BANK LEUMI USA	063248FQ6	250,000.00		0.00	250,000.00	250,000	1.05%
160707	7/7/2017	ICD SEC	CD-BANK OF CHINA	06426TSQ3	149,000.00		0.00	149,000.00	149,000	0.70%
160210B	2/10/2017	ICD SEC	CD-BANK OF CHINA	06426TPK9	100,000.00		0.00	100,000.00	100,000	0.70%
160826B	8/27/2018	ICD SEC	CD-BANK OF HOPE	062683AB3	249,000.00		0.00	249,000.00	249,000	1.00%
161230B	12/29/2017	ICD SEC	CD-BANK OF INDIA	06279HUR2	249,000.00		0.00	249,000.00	249,000	1.00%
150630B	3/30/2017	ICD SEC	CD-BANK OF NORTH CAI	06414QVR7	250,000.00		0.00	250,000.00	250,000	0.85%
151130B	11/30/2017	ICD SEC	CD-BANK UNITED	066519BC2	250,000.00		0.00	250,000.00	250,000.00	1.10%
140716	7/16/2019	ICD SEC	CD-BARCLAYS BANK	0674OKHF7	250,000.00		0.00	250,000.00	250,000	2.05%
160706	6/7/2017	ICD SEC	CD-BEAL BANK	0737OWZX7	249,000.00		0.00	249,000.00	249,000	0.70%
151223	7/24/2017	ICD SEC	CD-BLC COMMUNITY BA	05549CGA2	250,000.00		0.00	250,000.00	250,000.00	1.05%
150923	9/22/2017	ICD SEC	CD-BMO HARRIS	05573J4P3	250,000.00		0.00	250,000.00	250,000.00	1.10%
161130	11/30/2018	ICD SEC	CD-BMW BANK OF NORT	05580AFN9	100,000.00		0.00	100,000.00	100,000	1.30%
150626B	6/26/2017	ICD SEC	CD-BMW BANK OF NORT	0558OABY9	150,000.00		0.00	150,000.00	150,000	1.05%
151231	6/30/2017	ICD SEC	CD-BRICKELL BANK	10801DAA9	250,000.00		0.00	250,000.00	250,000.00	1.00%
160729A	4/30/2018	ICD SEC	CD-BROOKLINE BANK	113730CE6	176,000.00		0.00	176,000.00	176,000	0.85%
150624	12/26/2017	ICD SEC	CD-CAPITAL ONE BANK	29266NK71	100,000.00		0.00	100,000.00	100,000	1.30%
150715A	7/16/2018	ICD SEC	CD-CAPITAL ONE BANK	14042E4R8	250,000.00		0.00	250,000.00	250,000.00	1.60%
150930B	3/30/2017	ICD SEC	CD-CARDINAL BANK	14147VFD3	250,000.00		0.00	250,000.00	250,000.00	0.80%
160330A	6/30/2017	ICD SEC	CD-CELTIC BANK UT	15118RKY2	250,000.00		0.00	250,000.00	250,000	0.70%
160826C	2/28/2019	ICD SEC	CD-COMENITY CAP BANI	20033ARR9	249,000.00		0.00	249,000.00	249,000	1.20%
151130A	11/30/2017	ICD SEC	CD-COMPASS BANK	20451PNZ5	250,000.00		0.00	250,000.00	250,000.00	1.15%
150715B	7/17/2017	ICD SEC	CD-CONESTOGA BANK	20701PBQ6	250,000.00		0.00	250,000.00	250,000.00	1.00%
150717	1/17/2017	ICD SEC	CD-CRESCOM BANK	225862CE9	250,000.00		250,000.00	0.00	250,000.00	0.65%
140723A	1/23/2018	ICD SEC	CD-CUSTOMERS BANK	23204HBR8	200,000.00		0.00	200,000.00	200,000	1.30%
150715C	7/17/2017	ICD SEC	CD-DISCOVER BANK	254672SC3	100,000.00		0.00	100,000.00	100,000.00	1.15%
150730	7/30/2018	ICD SEC	CD-DISCOVER BANK	254672TA6	149,000.00		0.00	149,000.00	149,000.00	1.70%
151218A	3/20/2017	ICD SEC	CD-DMB COMMUNITY B/	23322GKG1	250,000.00		0.00	250,000.00	250,000.00	0.70%
160720	7/20/2018	ICD SEC	CD-EAGLE BANK	27002YCX2	249,000.00		0.00	249,000.00	249,000	0.90%
151218C	6/15/2017	ICD SEC	CD-EAST BOSTON SAVIN	27113PAT8	250,000.00		0.00	250,000.00	250,000.00	1.00%
150515	5/15/2017	ICD SEC	CD-ENERBANK	29266NK71	99,000.00		0.00	99,000.00	99,000	0.90%
160129	1/29/2018	ICD SEC	CD-EVERBANK	29976DH94	248,000.00		0.00	248,000.00	250,000	1.10%
151125	11/27/2017	ICD SEC	CD-FIRST BANK PUERTO	33767ASC6	250,000.00		0.00	250,000.00	250,000.00	1.20%
151113	11/13/2017	ICD SEC	CD-FIRST MERIT BANK	320844PU1	250,000.00		0.00	250,000.00	250,000.00	1.00%
160816	2/16/2018	ICD SEC	CD-FIRST NATIONAL BAI	332135GM8	249,000.00		0.00	249,000.00	249,000	0.90%
151218B	6/18/2018	ICD SEC	CD-FIRST SOURCE BANK	33646CFY5	250,000.00		0.00	250,000.00	250,000.00	1.25%

2016 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	CUSIP	PRIN BAL 1/1/2017	PURCH 2017	SOLD/ MATURE 2017	BV PRIN BAL 12/31/2017	PAR	YTM
151029	10/27/2017	ICD SEC	CD-FRIST TEXOMA NATI	33717WAA2	100,000.00		0.00	100,000.00	100,000	0.85%
140822	2/22/2017	ICD SEC	CD-GE CAPITAL BANK	36161TX59	49,000.00		0.00	49,000.00	49,000	1.00%
130301	3/1/2018	ICD SEC	CD-GE CAPITAL BANK	36161TJB2	200,000.00		0.00	200,000.00	200,000	1.10%
150629	1/30/2017	ICD SEC	CD-GNB BANK	36198JAX2	250,000.00		250,000.00	0.00	250,000	0.80%
150930A	3/30/2017	ICD SEC	CD-GOLDMAN SACHS	38148JP62	100,000.00		0.00	100,000.00	100,000.00	0.85%
140828	2/28/2017	ICD SEC	CD-GREAT SOUTHERN B.	3912OVRK2	249,000.00		0.00	249,000.00	249,000	1.00%
140717	4/17/2017	ICD SEC	CD-GUARANTY BANK &	40082OBK1	250,000.00		0.00	250,000.00	250,000	0.85%
160729B	3/29/2018	ICD SEC	CD-HERITAGE BANK	42724JDF9	249,000.00		0.00	249,000.00	249,000	0.85%
160824	8/24/2018	ICD SEC	CD-HSBC BANK	404344BG1	249,000.00		249,000.00	0.00	249,000	1.10%
160721A	7/23/2018	ICD SEC	CD-INDEPENDENCE BAN	4534OKDP1	249,000.00		0.00	249,000.00	249,000	0.90%
161216A	12/17/2018	ICD SEC	CD-INVESTORS SAVINGS	46176PFV2	249,000.00		0.00	249,000.00	249,000	1.35%
151216B	1/17/2017	ICD SEC	CD-ION BANK	46203PAC6	208,000.00		208,000.00	0.00	208,000.00	0.75%
151211A	6/12/2017	ICD SEC	CD-ISRAEL DISCOUNT B/	465076HV2	250,000.00		0.00	250,000.00	250,000.00	1.00%
160831	8/31/2018	ICD SEC	CD-JP MORGAN CHASE	48126XCN3	249,000.00		0.00	249,000.00	249,000	1.05%
161019	10/19/2018	ICD SEC	CD-LAKESIDE BANK	51210SLX3	100,000.00		0.00	100,000.00	100,000	1.05%
160115	7/17/2017	ICD SEC	CD-LINCOLN PARK SAVI	53468JAG7	250,000.00		0.00	250,000.00	250,000	1.00%
161230A	12/30/2019	ICD SEC	CD-M BANK	55275FKK3	160,000.00		0.00	160,000.00	160,000	1.55%
161215	12/14/2019	ICD SEC	CD-MAIN STREET BANK	56034WAP6	249,000.00		0.00	249,000.00	200,000	1.45%
150710A	7/10/2017	ICD SEC	CD-MB FINANCIAL	55266CMR4	250,000.00		0.00	250,000.00	250,000.00	1.00%
140610	6/9/2017	ICD SEC	CD-MEDALLION BANK	58403BP26	250,000.00		0.00	250,000.00	250,000	1.00%
150130	1/30/2017	ICD SEC	CD-MERRICK BANK	59013JDA4	100,000.00		100,000.00	0.00	100,000	0.75%
160413	10/13/2017	ICD SEC	CD-MIDLANDS SB, IL	59774QE44	250,000.00		0.00	250,000.00	250,000	0.85%
151031	1/4/2018	ICD SEC	CD-NOA BANK	65487TBD2	150,000.00		0.00	150,000.00	150,000	0.90%
160210A	2/9/2018	ICD SEC	CD-ORIENTAL BANK	686184WS7	200,000.00		0.00	200,000.00	200,000	1.20%
161221	6/21/2019	ICD SEC	CD-ORRSTOWN BANK	687377EA5	249,000.00		0.00	249,000.00	249,000	1.50%
161229	6/29/2018	ICD SEC	CD-PREFERRED BANK	740367FE2	249,000.00		0.00	249,000.00	249,000	1.15%
161228A	6/28/2018	ICD SEC	CD-PROVIDENCE BANK	74374MAD6	249,000.00		0.00	249,000.00	249,000	1.20%
161207	6/7/2018	ICD SEC	CD-ROLLSTONE BANK &	77579ABW5	200,000.00		0.00	200,000.00	200,000	1.15%
160916	9/17/2018	ICD SEC	CD-SAFRA NATIONAL BA	78/658QYZ0	249,000.00		0.00	249,000.00	249,000.00	1.10%
140924	9/25/2017	ICD SEC	CD-SALLIE MAE BANK	40082OBK1	249,000.00		0.00	249,000.00	249,000	1.40%
160224A	8/24/2017	ICD SEC	CD-SANTANDER BANK	80280JLV3	250,000.00		0.00	250,000.00	250,000	0.95%
160930D	4/30/2018	ICD SEC	CD-STEARNS BANK	857894RN1	249,000.00		0.00	249,000.00	249,000.00	0.95%
161228B	6/28/2019	ICD SEC	CD-STEUBEN TR CO	860010BG1	160,000.00		0.00	160,000.00	160,000	1.40%
140305	3/6/2017	ICD SEC	CD-SYNOVOUS BANK	87164DEB2	200,000.00		0.00	200,000.00	200,000	0.85%
161123	5/23/2018	ICD SEC	CD-TCF NATIONAL BANK	872278XK7	100,000.00		0.00	100,000.00	100,000	0.90%
160721B	1/22/2018	ICD SEC	CD-TRANSPORTATION A	89388CBE7	249,000.00		0.00	249,000.00	249,000	0.75%
141209	6/9/2016	ICD SEC	CD-UNITED BANK	909552AQ4	250,000.00		0.00	250,000.00	250,000	0.65%
161219	12/19/2018	ICD SEC	CD-WEB BANK	947547JJ5	249,000.00		0.00	249,000.00	249,000	1.40%
160617	6/18/2018	ICD SEC	CD-WELLS FARGO BANK	9497485X1	150,000.00		0.00	150,000.00	150,000	1.20%
150925	9/25/2017	ICD SEC	CD-WELLS FARGO BANK	9497482H9	100,000.00		0.00	100,000.00	100,000.00	1.00%
151211B	12/11/2017	ICD SEC	CD-WEX BANK	92937CDH8	250,000.00		0.00	250,000.00	250,000.00	1.20%
160930B	4/2/2018	ICD SEC	CD-WOOD & HUSTON BA	978208AA4	249,000.00		0.00	249,000.00	249,000.00	1.00%
160525	8/25/2017	ICD SEC	CD-Z BANK	98878BAD0	249,000.00		0.00	249,000.00	249,000	0.75%
			2016 Investments & MM					18,178,000.00		
090102B	12/25/2018	Com Sec	FNR 2003-120 BY	31393UGR8	13,715.78		1,074.72	12,641.06	200,000	3.98%
								12,641.06		
160606	5/1/2020	Northland	ANCHOR BAY MI SCH DI	032879-TC-2	500,000.00		0.00	500,000.00	500,000	2.12%
170109	6/1/2022	Northland	DESMOINES IA TAX	250097-J3-7		200,000.00	0.00	200,000.00	200,000	2.30%
161101	3/1/2019	Northland	MARSHFIELD WI TAX	572852-W4-9	145,000.00		0.00	145,000.00	145,000	1.20%
161114B	2/1/2024	Northland	ANDOVER MN TAX	034313-ZU-3	300,000.00		0.00	300,000.00	300,000	2.25%
160812	5/1/2023	Northland	MONROE MI TAX	611101-MF-0	190,000.00		0.00	190,000.00	190,000	2.26%
160728A	5/1/2020	Northland	WISCONSIN STATE TAX	97705M-DS-1	500,000.00		0.00	500,000.00	500,000	1.15%
161003A	2/1/2018	Northland	OLIVIA MN TAX	681079-YD-5	45,000.00		0.00	45,000.00	45,000	2.00%
161003B	2/1/2019	Northland	OLIVIA MN TAX	681079-YE-3	95,000.00		0.00	95,000.00	95,000	2.00%
161003C	2/1/2020	Northland	OLIVIA MN TAX	681079-YF-0	100,000.00		0.00	100,000.00	100,000	2.00%
130412	2/1/2024	Northland	BECKER MN TAX	075671LJ4	50,000.00		0.00	50,000.00	50,000	2.75%
150903	11/1/2018	Northland	BROOKFIELD WI, TAXAB	112857-BL-0	500,000.00		0.00	500,000.00	500,000	2.20%
110310	2/1/2020	Northland	BROOKLYN CENTER ISD/	113853-KG-9	285,000.00		0.00	285,000.00	285,000	4.65%
120215B	6/1/2026	Northland	CEDAR RAPIDS IO TAX	150528-JU-2	50,000.00		0.00	50,000.00	50,000	4.55%
120606B	6/1/2022	Northland	CEDAR RAPIDS IO TAX	150528-N2-6	135,000.00		0.00	135,000.00	135,000	2.50%
120606A	6/1/2023	Northland	CEDAR RAPIDS IO TAX	150528-PA-9	140,000.00		0.00	140,000.00	140,000	2.70%
140620	12/1/2020	Northland	CELINA OHIO SCHOOL D	151069-FD-8	300,000.00		0.00	300,000.00	300,000	2.13%
130815A	12/1/2020	Northland	CHASKA, MN TAX	161664-DY-0	75,000.00		0.00	75,000.00	75,000	2.50%
130815B	12/1/2021	Northland	CHASKA, MN TAX	161664-DZ-7	75,000.00		0.00	75,000.00	75,000	2.75%
140502	2/15/2020	Northland	COLLINGSWOOD NJ TAX	194756-PQ-9	145,000.00		0.00	145,000.00	145,000	3.00%
140730A	6/1/2019	Northland	DES MOINES IA TAXABLI	25009X-GB-5	115,000.00		0.00	115,000.00	115,000	2.00%
140730B	6/1/2020	Northland	DES MOINES IA TAXABLI	25009X-GC-3	145,000.00		0.00	145,000.00	145,000	2.10%
141104	2/1/2022	Northland	DULUTH MN TAXABLE	264438-G5-5	150,000.00		0.00	150,000.00	150,000	3.00%
151217A	12/1/2018	Northland	FARGO ND TAXABLE	30747N-BC-7	435,000.00		0.00	435,000.00	435,000	1.40%
151217B	12/1/2017	Northland	FARGO ND TAXABLE	30747N-BB-9	395,000.00		0.00	395,000.00	395,000	1.00%
151216A	6/14/2018	Northland	FFCB	3133EF-SH-1	500,000.00		0.00	500,000.00	500,000	1.17%

2016 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	CUSIP	PRIN BAL 1/1/2017	PURCH 2017	SOLD/ MATURE 2017	BV PRIN BAL 12/31/2017	PAR	YTM
140326	9/26/2017	Northland	FHLB	313OA15P9	350,000.00		0.00	350,000.00	350,000	1.00%
151119B	11/19/2021	Northland	FNMA	3136GSSA6	400,000.00		0.00	400,000.00	400,000	1.00%
150601	6/1/2017	Northland	HAWKEYE COMMUNITY	42016A-KH-3	190,000.00		0.00	190,000.00	190,000	0.90%
140320A	3/1/2019	Northland	HAWLEY MN SCHOOL DI	420416-EZ-8	390,000.00		0.00	390,000.00	390,000	1.85%
140117	11/1/2019	Northland	HONOLULU TAXABLE	438670-Q4-6	275,000.00		0.00	275,000.00	275,000	1.84%
110114A	2/1/2017	Northland	HOPKINS ISD #270	439881-HB-2	100,000.00		0.00	100,000.00	100,000	2.75%
150109	10/1/2022	Northland	HUBBARY COUNTY TAX	443348-DE-4	135,000.00		0.00	135,000.00	140,000	2.70%
121228A	6/1/2017	Northland	IOWA WESTERN COMM (	462612-QM-7	100,000.00		0.00	100,000.00	100,000	0.85%
120321	3/1/2022	Northland	MADISION WI SCHOOL D	558495-KN-6	500,000.00		0.00	500,000.00	500,000	2.50%
150708	2/1/2019	Northland	MAPLEWOOD MN TAX	56557-UM-5	350,000.00		0.00	350,000.00	350,000	1.80%
110203A	4/1/2017	Northland	MEDFORD WIS SCHOOL I	58434T-DK-3	40,000.00		0.00	40,000.00	40,000	2.75%
121228B	9/1/2023	Northland	MIDDLETON WIS REFUNI	596782-T6-7	300,000.00		0.00	300,000.00	300,000	2.36%
120214B	9/1/2025	Northland	MIDDLETON WIS REFUNI	596782-TJ-1	315,000.00		0.00	315,000.00	315,000	2.85%
150430	2/1/2022	Northland	MINNETONKA ISD #276	604195-YG-6	270,000.00		0.00	270,000.00	270,000	3.00%
130702A	1/1/2019	Northland	MINNETONKA ISD #276	604195-VW-4	285,000.00		0.00	285,000.00	285,000	1.40%
130702B	1/1/2021	Northland	MINNETONKA ISD #276	604195-VY-0	400,000.00		0.00	400,000.00	400,000	2.10%
120215A	1/1/2028	Northland	MINNETONKA ISD #276	604195-SB-4	50,000.00		0.00	50,000.00	50,000	5.20%
130722	2/1/2021	Northland	MOUND MN TAXABLE	620S35-W4-2	95,000.00		0.00	95,000.00	95,000	2.00%
100803B	2/1/2018	Northland	NEW PRAGUE BAB	648159-TX-9	70,000.00		0.00	70,000.00	70,000	3.75%
100803C	2/1/2019	Northland	NEW PRAGUE BAB	648159-TY-7	45,000.00		0.00	45,000.00	45,000	4.00%
100803D	2/1/2020	Northland	NEW PRAGUE BAB	648159-TZ-4	70,000.00		0.00	70,000.00	70,000	4.25%
141006	6/1/2020	Northland	NORTHEAST IOWA COMI	664214-JQ-7	320,000.00		0.00	320,000.00	320,000	1.90%
111031	6/1/2018	Northland	RACINE WIS TAXABLE	750021-6D-4	755,000.00		0.00	755,000.00	755,000	2.10%
130624A	2/1/2023	Northland	RAMSEY COUNTY TAXAI	751622-HH-7	595,000.00		0.00	595,000.00	595,000	2.75%
130624B	2/1/2022	Northland	RAMSEY COUNTY TAXAI	751622-HG-9	285,000.00		0.00	285,000.00	285,000	2.50%
150804	11/1/2018	Northland	SHEBYGAN WISCON REF	82102R-BM-6	800,000.00		0.00	800,000.00	800,000	1.25%
120308A	12/1/2020	Northland	SHOREWOOD WIS TAX	825230-KU-8	150,000.00		0.00	150,000.00	150,000	2.50%
120308B	12/1/2022	Northland	SHOREWOOD WIS TAX	825230-KW-4	150,000.00		0.00	150,000.00	150,000	2.80%
120308C	12/1/2027	Northland	SHOREWOOD WIS TAX	825230-LB-9	225,000.00		0.00	225,000.00	225,000	3.25%
120308D	12/1/2028	Northland	SHOREWOOD WIS TAX	825230-LC-7	465,000.00		0.00	465,000.00	465,000	3.15%
120214B	4/1/2017	Northland	ST FRANCIS ISD#15	789466-PU-7	250,000.00		0.00	250,000.00	250,000	4.40%
110608	2/1/2019	Northland	WADENA MN BAB	930217-JD-7	95,000.00		0.00	95,000.00	95,000	3.94%
130624C	6/1/2018	Northland	WATERLOO IOWA TAXAI	941647-NZ-8	345,000.00		0.00	345,000.00	345,000	2.00%
150626C	10/1/2017	Northland	WESTERN LAKE SUPERIC	958522-WS-9	245,000.00		0.00	245,000.00	245,000	1.35%
160317	2/1/2019	Northland	BECKER MN TAX	075663YH9	645,000.00		0.00	645,000.00	645,000	1.15%
161222	2/1/2019	Northland	ST. PAUL MN PORT AUTI	793028-WR-8	145,000.00		0.00	145,000.00	145,000	2.00%
160420B	10/1/2018	Northland	SHEBOYGAN WIS TAX	82102R-BY-0	250,000.00		0.00	250,000.00	250,000	1.00%
120215C	10/1/2019	Northland	WESTERN LAKE SUPERIC	958522-WU-4	100,000.00		0.00	100,000.00	100,000	3.15%
110816B	10/1/2017	Northland	WESTIN LAKE SUPERIOR	958522-WS-9	350,000.00		0.00	350,000.00	350,000	2.50%
141205A	9/1/2018	Northland	WYANDOTTE KANSAS SI	982696-QE-9	125,000.00		0.00	125,000.00	125,000	1.93%
			2015 Investment					16,595,000.00		
120817A	5/1/2018	UBS	NYC-TAXABLE	64971QTU7	500,000.00		0.00	500,000.00	500,000	1.60%
160224B	12/1/2019	UBS	MCLEAN COUNTY IL SCI	582018Ff5	450,000.00		0.00	450,000.00	450,000	2.00%
161208A	4/1/2023	UBS	NEW HOPE CULTURAL EI	64542WAY6	250,000.00		0.00	250,000.00	250,000	2.27%
161208B	11/1/2024	UBS	MICHIGAN FIN AUTH RE'	59447TJX2	250,000.00		0.00	250,000.00	250,000	2.51%
161216B	12/16/2022	UBS	CD-MERCANTIL COMM E	58733ADQ9	245,000.00		0.00	245,000.00	245,000	2.30%
161114A	7/1/2025	UBS	LEXINGTON FAYETTE AI	52909MCA0	300,000.00		0.00	300,000.00	300,000	2.75%
160927A	5/1/2021	UBS	YPSILANTI MI SCHOOL D	987864NY7	405,000.00		0.00	405,000.00	405,000.00	2.18%
160928	3/28/2025	UBS	FHLB	3130A9CN9	300,000.00		0.00	300,000.00	300,000.00	1.25%
160930E	9/30/2019	UBS	CD-JEFFERSON BANK & T	472376AA0	245,000.00		0.00	245,000.00	245,000.00	1.15%
160802	12/1/2027	UBS	TOOLE CITY UT TAX	89033RBU7	400,000.00		0.00	400,000.00	400,000	2.76%
160826D	8/24/2026	UBS	FHLB	3130A8Z63	300,000.00		0.00	300,000.00	300,000	1.25%
160830A	8/28/2026	UBS	FHLB	3130A8ZF3	300,000.00		0.00	300,000.00	300,000	1.50%
160830B	8/28/2023	UBS	FHLMC	3134GAAKO	300,000.00		0.00	300,000.00	300,000	1.25%
160830C	8/1/2022	UBS	NEW YORK CITY TAXAB	64966MED7	300,000.00		0.00	300,000.00	300,000	1.60%
160830D	8/24/2023	UBS	FNMA	3136G32Y0	250,000.00		0.00	250,000.00	250,000	1.13%
160705	11/1/2021	UBS	MICHIGAN STATE TAX	594612CX9	300,000.00		0.00	300,000.00	300,000	1.78%
160718	12/1/2021	UBS	LITTLE MIAMI OHIO SCH	537292KY9	345,000.00		0.00	345,000.00	345,000	1.76%
160726	7/26/2024	UBS	FHLMC	3134G9N78	500,000.00		0.00	500,000.00	500,000	1.25%
160727	5/1/2022	UBS	NORTH BRAND SCHOOL	657740F50	500,000.00		0.00	500,000.00	500,000	2.08%
160601	2/15/2022	UBS	MCALLEN TAX'	582018Ff5	200,000.00		0.00	200,000.00	200,000	1.75%
160613	12/1/2020	UBS	SCHILLER PARK TAX	8062721LM6	325,000.00		0.00	325,000.00	325,000	2.50%
160526	5/1/2020	UBS	MILAN MICH SCHOOL TA	598801JD1	500,000.00		0.00	500,000.00	500,000	1.51%
160412	5/1/2019	UBS	LINCOLN SD TAX	533883NG5	500,000.00		0.00	500,000.00	500,000	2.03%
160422	5/15/2021	UBS	UNIVERSITY OF CA TAX	91412GFS9	500,000.00		0.00	500,000.00	500,000	1.91%
160428	10/28/2022	UBS	FNMA	3136G3JS5	250,000.00		0.00	250,000.00	250,000	1.00%
161018	7/1/2024	UBS	SELMA ALA TAX	816459QV6	500,000.00		0.00	500,000.00	500,000	2.50%
161026	10/1/2024	UBS	HONOLULU TAX	4386705W7	300,000.00		0.00	300,000.00	300,000	2.37%
130611	5/21/2018	UBS	FNMA	3135GOXDO	750,000.00		0.00	750,000.00	750,000	1.29%
030630A	6/15/2018	UBS	FHR 2628 AB	31393VMQ1C	2,641.38		216.92	2,424.46	200,000	3.12%

2016 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	CUSIP	PRIN BAL 1/1/2017	PURCH 2017	SOLD/ MATURE 2017	BV PRIN BAL 12/31/2017	PAR	YTM
030730A	8/25/2018	UBS	FNR 2003-74-KN	31393EAL3C	4,910.50		444.20	4,466.30	300,000.00	3.59%
030930A	9/15/2018	UBS	FHR 2677 KH	31394JTP2	56.81		56.88	-0.07	300,000	4.50%
121207	11/1/2018	UBS	NYC GEN TAX	64971QH55	500,000.00		0.00	500,000.00	500,000	1.28%
140710	7/10/2019	UBS	CD-AMERICAN EXPRESS	02587CAC4	240,000.00		0.00	240,000.00	240,000	1.95%
040730A	7/15/2019	UBS	FHR 2822 DB	31395C3S8	6,325.23		627.44	5,697.79	500,000	5.00%
130606B	11/1/2019	UBS	NYC GEN TAX	64971QH63	1,000,000.00		0.00	1,000,000.00	1,000,000	1.73%
150310	4/1/2020	UBS	MONTGOMERY ALA TAX	613035L69	400,000.00		0.00	400,000.00	400,000	2.15%
151207	12/1/2020	UBS	SACRAMENTO TAXABLE	786060BB8	300,000.00		0.00	300,000.00	300,000	3.00%
970625	2/25/2021	UBS	FNMA FNR-1991-7 H	31358FZW2	1,000.00		0.00	1,000.00	129,000	7.84%
970917B	9/15/2021	UBS	FHLMC REMIC SERIES FH	312904GT6C	357.00		42.41	314.59	255,714	7.21%
151119A	11/19/2021	UBS	FNMA	3136G2SA6	500,000.00		0.00	500,000.00	500,000	1.05%
151104	3/1/2022	UBS	NEW YORK TAXALBE	64966KQC0	500,000.00		0.00	500,000.00	500,000	2.26%
001127	7/25/2022	UBS	FNR G92-35	31358PHV2C	981.33		20.60	960.73	75,215	7.49%
021004	8/25/2022	UBS	FNR 1992-125L	31358PS40C	1,076.65		26.60	1,050.05	52,000	7.00%
020826	10/15/2022	UBS	FHR 1391D	312912LUO	957.62		75.33	882.29	59,990	6.00%
150812	6/1/2023	UBS	CHARLOTTE TAXABLE	161037L61	300,000.00		0.00	300,000.00	300,000	2.65%
010328	6/25/2023	UBS	FHG14A	312916PD5R	2,000.00		0.00	2,000.00	152,000	6.00%
151009	9/1/2024	UBS	NJ ENVIRONMENTAL INF	645791CAO	270,000.00		0.00	270,000.00	270,000	3.15%
151023	10/1/2024	UBS	MADISON TAXABLE	55844RKN3	640,000.00		0.00	640,000.00	640,000	2.39%
150311	3/11/2025	UBS	CD-HBSC BANK	40434ASB6	240,000.00		0.00	240,000.00	240,000	2.25%
								15,173,796.14		
	TOTAL INVESTMENTS				57,425,022.30	1,355,000.00	1,759,585.10	57,020,437.20		
			Unamortized Premiums		1,454,478.04			1,454,478.04		
			Unamortized Discounts		(3,290,662.99)	(1,010.00)		(3,291,672.99)		
			BOW		4,039,093.60	1,716,314.72	3,489,605.00	2,265,803.32		
			Money Market Accounts		5,284,956.44	503,008.68		5,787,965.12		
			Net Cash and Investments		64,912,887.39	3,573,313.40	5,249,190.10	63,237,010.69		

CC Regular Session **4. 2.**

Meeting Date: 02/14/2017

By: JoAnn Shaw, Community Development

Information

Title

Note the Following Boards and Commissions Meeting Minutes:

1. Planning Commission Work Session Minutes Dated December 1, 2016
2. Planning Commission Meeting Minutes Dated December 1, 2016
3. Economic Development Authority Meeting Minutes Dated December 8, 2016
4. Environmental Policy Board Meeting Minutes Dated December 19, 2016

Attachments

Planning Commision Work Session

Planning Commission

EDA

EPB

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	02/06/2017 09:22 AM
Form Started By: JoAnn Shaw		Started On: 01/18/2017 11:43 AM
Final Approval Date: 02/06/2017		

Planning Commissioners in attendance:

Planning Commissioner Bruce Anderson
Planning Commissioner Randy Bauer
Planning Commissioner Randy Brauer
Planning Commissioner Cindy Nosan
Planning Commissioner Patrick Surma
Planning Commissioner Gary VanScoy

Comprehensive Plan Steering Committee Members in attendance:

Member Mickie Adams
Member Bill Kingston
Member Christopher Oullette

Staff in attendance:

Community Development Director Timothy Gladhill
City Planner Christopher Anderson
Consulting City Planner Breanne Rothstein

The Planning Commission met in a training session regarding land use planning and zoning administration. The training session was called to order at 5:30 p.m.

Community Development Director Gladhill led introduction of members in attendance.

Consulting Planner Rothstein provided a presentation on Planning and Zoning 101.

Commissioner Brauer noted that the Planning Commission previously reviewed one section of City Code per month several years ago, but has not done this in some time.

Commissioner Brauer asked about the City's policy for Planning Commission not reviewing Final Plats after Preliminary Plat after approval with conditions.

Consulting Planner Rothstein noted the ultimate decision lies with the City Council. The Planning Commission is an advisory board.

Discussion ensued about the merits of review of Final Plats by the Planning Commission.

Director Gladhill suggested that this topic be brought forward for further discussion at a future meeting.

Member Kingston inquired as to whether Conditional Use Permits ever expire.

Consulting Planner Rothstein noted they do not expire and run with the land. She then explained the process for Interim Use Permits that are allowed an expiration date and run with the Application/Property Owner, not the property.

Member Kingston inquired as to whether the City should enforce home owner association rules and regulations within a Planned Unit Development.

Consulting Planner Rothstein noted that home owners associations are an added level of regulations, but are enforced by a group of neighbors, not the City.

Director Gladhill noted that if the City has a rule it wants to enforce, it needs to be included within City Code. The City cannot enforce private covenants.

The meeting adjourned at 7:00 p.m.

PLANNING COMMISSION
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey Planning Commission conducted a regular meeting on Thursday, December 1, 2016, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:	Vice Chairperson Randy Bauer Commissioner Bruce Anderson Commissioner Ralph Brauer Commissioner Cindy Nosan Commissioner Patrick Surma Commissioner Gary VanScoy
Members Absent:	None
Also Present:	Community Development Director Timothy Gladhill City Planner Chris Anderson

1. CALL TO ORDER

The regular meeting was called to order at 7:00 p.m.

2. CITIZEN INPUT

Randy Bauer, 146 Iodine Court NW, stated long-time Chair of the Planning Commission Gary Levine passed away two days after the November meeting. He discussed the numerous ways Gary was involved in the community and his church. He then opened the meeting in prayer in honor of Chairperson Gary Levine.

Community Development Director Gladhill explained the City Council would be recognizing Chairperson Gary Levine as well.

Commissioner Brauer thanked Vice Chairperson Bauer for recognizing Gary Levine so appropriately.

3. APPROVAL OF AGENDA

Community Development Director Gladhill requested Item 5.07 be added to the agenda to allow for the preliminary discussion of The COR Development Plan.

Motion by Commissioner VanScoy, seconded by Commissioner Anderson, to approve the agenda as amended.

Motion Carried. Voting Yes: Commissioners VanScoy, Anderson, Bauer, Brauer, Nosan, and Surma. Voting No: None. Absent: None.

4. APPROVE PLANNING COMMISSION MINUTES

4.01: Approve the Following Planning Commission Minutes:

4.01.1: Planning Commission Meeting Minutes Dated November 3, 2016

Motion by Commissioner VanScoy, seconded by Commissioner Surma, to approve the following minutes as presented: Planning Commission Meeting Minutes dated November 3, 2016.

Motion Carried. Voting Yes: Commissioners VanScoy, Surma, Anderson, Bauer, Brauer, and Nosan. Voting No: None. Absent: None.

5. PUBLIC HEARINGS/COMMISSION BUSINESS

5.01: Appoint Chairperson and Vice Chairperson

Presentation

Vice Chairperson Bauer requested the Planning Commission appoint a Chairperson and Vice Chairperson to serve through March 31, 2017.

Commission Business

Motion by Commissioner VanScoy, seconded by Commissioner Brauer, to appoint Randy Bauer as Chairperson of the Planning Commission through March 31, 2017.

Motion Carried. Voting Yes: Commissioners VanScoy, Brauer, Anderson, Bauer, Nosan, and Surma. Voting No: None. Absent: None.

Motion by Commissioner Brauer, seconded by Commissioner Nosan, to appoint Gary VanScoy as Vice Chairperson of the Planning Commission through March 31, 2017.

Motion Carried. Voting Yes: Commissioners Brauer, Nosan, Anderson, Bauer, Surma, and VanScoy. Voting No: None. Absent: None.

5.02: Public Hearing: Consider a Request for a Variance to the Front Yard Setback on the Property located at 14950 Peridot Street NW; Case of Tara Wostrel and Justin Linder

Public Hearing

Chairperson Bauer called the public hearing to order at 7:07 p.m.

Presentation

City Planner Anderson presented the staff report stating the City has received an application from Tara Wostrel and Justin Linder (the "Applicant") requesting a variance to the minimum front yard setback on the property located at 14950 Peridot St NW (the "Subject Property") to allow a twenty-six (26) foot setback. Staff reviewed the request in further detail and recommended approval.

Citizen Input

Commissioner Anderson stated he drove by the residence recently and understood the deck frame had already been constructed. He understood the neighboring home was in the same location as the subject property. His concern was that if the Commissioner were to grant a variance for this property, that another variance would have to be granted for the neighbors.

City Planner Anderson commented staff could follow up with the neighbors to identify their setbacks.

Commissioner Brauer indicated the developer could be at fault in this scenario.

Commissioner Anderson explained all four lots in this neighborhood had no space to build or add on to their homes.

Motion by Commissioner VanScoy, seconded by Commissioner Anderson, to close the public hearing.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Anderson, Brauer, Nosan, and Surma. Voting No: None. Absent: None.

Chairperson Bauer closed the public hearing closed at 7:15 p.m.

Commission Business

Motion by Commissioner VanScoy, seconded by Commissioner Surma, to adopt Resolution #16-12-225 approving Findings of Fact #0974.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Surma, Anderson, Brauer, and Nosan. Voting No: None. Absent: None.

Motion by Commissioner VanScoy, seconded by Commissioner Nosan, to adopt Resolution #16-12-226 granting a variance to the front yard setback.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Nosan, Anderson, Brauer, and Surma. Voting No: None. Absent: None.

5.03: Public Hearing: Consider Request for a Preliminary Plat for Woodlands 4th Addition and Variance Requests to the Lot Depth and Cul-de-Sac Length (Project No. 16-102); Case of Lennar Corporation

Public Hearing

Chairperson Bauer called the public hearing to order at 7:18 p.m.

Presentation

City Planner Anderson presented the staff report stating Lennar Corporation (the "Applicant") has applied for Preliminary Plat approval for Woodlands 4th addition. As part of the application submittal, the Applicant has also included a request for a variance to the maximum allowable length of a cul-de-sac and a variance to the lot depth standard specific to Lot 2, Block 1. Staff discussed the case further and recommended adopting Resolutions #16-12-215 and #16-12-216 granting a variance to allow a cul-de-sac length in excess of 600 feet to an approximate length of 1,300 feet. In addition, Staff recommends adopting Resolutions #16-12-217 and #16-12-218 related to the denial of a variance to lot depth standards for Lot 2, Block 1 of Woodlands 4th addition. Staff also recommends adopting Resolution # 16-12-219 approving the Preliminary Plat for Woodlands 4th Addition subject to compliance with a denied lot depth variance for Lot 2, Block 1.

Citizen Input

Commissioner VanScoy understood the EPB was concerned about the intrusion on the wetland. He commented the building pad on Lot 2 was 60' x 95' and noted the width of the buildable area was wider than 60'.

City Planner Anderson reported this was the case and explained Lot 2 was 100' in width at the street.

Commissioner VanScoy believed there was the capability to put a structure on this lot.

Commissioner Surma had no problems with the variance on the lot. He asked if the lot would have a 6" main line.

Civil Engineer II Linton reported this area would be serviced by an 8" dead-end line.

Commissioner Surma stated he would not support the request as is and recommended the 8" line be looped rather than a dead-end due to the fact the line would become stagnant.

Community Development Director Gladhill indicated the lines were a challenge but commented there was no viable option close to allow the lines to be looped. He estimated that over two miles of line would be needed in order for a loop to be completed.

Commissioner Brauer asked if the line could be looped.

Civil Engineer II Linton reviewed the location of the nearest water main and stated it would not be possible to loop the water lines. He stated staff would be analyzing the turnover rate of the water at Brookfield.

Commissioner VanScoy questioned if the standard cul-de-sac requirements would be met.

City Planner Anderson reported this was the case.

Commissioner VanScoy asked how the negative impacts of the dead-end water lines could be mitigated.

Community Development Director Gladhill described how the City would mitigate the water line concerns noting the hydrants were flushed at least twice a year. He commented the City also treated its water for high-iron content.

Joe Jablonski, Lennar Corporation, appreciated the discussion being held by the Commission. He believed there was enough buildable space on Lot 2 for a home and future improvements. He understood the buffer setback was not buildable. He stated he has worked with longer cul-de-sacs in other developments and has had great success with the lines being flushed.

Commissioner Surma thanked Mr. Jablonski for being present. He believed Lennar was a great partner to the City and has completed great work in the community. He requested that the line flushing be written into the Development Agreement to ensure this work was completed at least three times a year.

Community Development Director Gladhill clarified the City would be conducting the maintenance work and flushing of the lines and not the developer.

Commissioner Anderson questioned if there was any other alternative or shift that could be made to Lot 2.

City Planner Anderson commented on the plans that had been discussed between staff and the applicant for Lot 2. He then offered the following findings if the Commission were to approve the variance to lot depth standards for Lot 2, Block 1.

1. The shape of the wetland boundary is fairly square and parallel to the house pad, compared to previous requests that have been denied.
2. The actual encroachment is much less than previous requests that have been contemplated.

3. The lot is shown with standard house pad dimension of 50' x 66'.
4. That a 25' front yard setback would eliminate the encroachment into the setback area.

Motion by Commissioner VanScoy, seconded by Commissioner Surma, to close the public hearing.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Surma, Anderson, Brauer, and Nosan. Voting No: None. Absent: None.

Chairperson Bauer closed the public hearing closed at 7:55 p.m.

Commission Business

Motion by Commissioner VanScoy, seconded by Commissioner Anderson, to adopt Resolutions #16-12-215 approving the Favorable Findings of Fact and #16-12-216 granting a variance to allow a cul-de-sac length in excess of 600 feet to an approximate length of 1,300 feet.

Further discussion

City Planner Anderson recommended the hydrant flushing concern be added as a condition to the Preliminary Plat.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Anderson, Brauer, Nosan, and Surma. Voting No: None. Absent: None.

Commissioner Brauer recommended the applicant pursue a 25' front yard setback versus the proposed variance plan for Lot 2.

Mr. Dilbanski supported the front yard setback and stated he would work with staff on this matter.

Chairperson Bauer questioned if the EPB's request for denial of the lot depth variance was based on a previous request made to the City.

City Planner Anderson reported this was the case and noted the EPB had no concerns with this individual lot. Staff believed there were enough differences between the previous request and the one before the Commission this evening to justify approval.

Community Development Director Gladhill asked if the Commission was comfortable moving this variance forward, given the fact another request was denied, or if a front yard variance should be pursued.

Commissioner VanScoy respected the work on the EPB, however, he understood the Planning Commission had to consider a specific land use request on a case by case basis. He believed if

the variance was approved, as requested, that the land would be useable for the future homeowner.

Commissioner VanScoy requested an additional finding be added to note that the buildable rear yard lot area would be larger if the lot remained a minimum of 60' x 100' in size.

Motion by Commissioner VanScoy, seconded by Commissioner Surma, to adopt Resolution #16-12-217 approving the favorable Findings of Fact with the following additions:

1. That a twenty-five (25) foot setback, if applied, would eliminate the encroachment, unlike previous requests that have been denied.

2. That the shape of wetland boundary is fairly square and parallel to the house pad compared to previous requests that have been denied, which maximizes developable area.

3. That the actual encroachment is much less than previous requests that have been denied.

4. That the lot is shown with a standard house pad and is not relying on a restricted size house pad or a specific home model unlike past requests that have been denied.

5. That there is additional buildable area beyond the 60'x100' area.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Surma, Anderson, and Nosan. Voting No: Brauer: None. Absent: None.

Motion by Commissioner VanScoy, seconded by Commissioner Nosan, to adopt Resolution #16-12-218 approving the variance to lot depth standards for Lot 2, Block 1 of Woodlands 4th addition.

Further discussion

Commissioner Brauer commented he did not support this variance request due to the fact it was not unique and did not follow the City's criteria.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Nosan, and Surma. Voting No: Anderson and Brauer. Absent: None.

Motion by Commissioner VanScoy, seconded by Commissioner Surma, to recommend that City Council adopt Resolution #16-12-219 approving the Preliminary Plat for Woodlands 4th Addition subject to the City completing additional maintenance on the water lines to eliminate water stagnation at the end of the water lines.

Further discussion

Commissioner Brauer did not support the Preliminary Plat as presented.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Surma, and Nosan. Voting No: Anderson and Brauer. Absent: None.

5.04: Public Hearing: Consider Interim Use Permit for Gravel Parking Lot Expansion at 7575 Highway 10 NW; Case of M&G Trailers

Public Hearing

Chairperson Bauer called the public hearing to order at 8:20 p.m.

Presentation

Community Development Director Gladhill presented the staff report stating this case was amended on November 29, 2016. He explained the City has received a request for an expansion of a gravel parking/storage area at 7575 Highway 10 NW. The request has been made by M & G Trailers. These parking and storage areas are ordinarily required to consist of asphalt or concrete. However, in acknowledgement of impacts of future Highway 10 improvements, the City has adopted interim development standards for impacted parcels. In this case, the Highway 10 Access Planning Study call for a complete acquisition of this parcel in order to remove a private, direct access to Highway 10. A timetable has not been set for acquisition, and is an 'opportunity driven' priority. In other words, unless a safety hazard presents itself, confirmed by accident data, the acquisition will likely be one of the last implementation steps of the plan that spans the cities of Anoka, Ramsey, and portion of Elk River.

Community Development Director Gladhill reported the use of gravel in these interim areas is limited to expansions of existing paved lots. This would be the second expansion of this lot, previously approved via Interim Use Permit. The expansion is within the 150% the size of the paved lot as allowed by City Code. The proposal generally meets setback requirements, with amendments outlined in City Code. The Applicant must also provide a Landscape Plan to be reviewed by Staff prior to issuing the grading permit. The request also requires the approval of the Lower Rum River Watershed Management Organization. Key discussion topics:

- Code allows for gravel parking and storage areas in areas impacted by future public improvements or acquisition.
- This site is identified as a necessary acquisition in the Highway 10 Access Planning Study.
- Design requirements include, but are not limited to (copy of section of code attached):
    - 20 foot setback from front property line.
    - Cannot exceed 150% the size of the paved portion of the lot.
    - Proper grading and drainage (review complete).

- Proper stormwater management (review complete).

Community Development Director Gladhill stated the site has several compliance issues currently. The hope is that by allowing additional storage area, these issues can be corrected (storage within the 20-foot setback area, blockage of required drive aisles). Staff reviewed the request in further detail and recommended approval of the case, contingent upon amendments as outlined in the Staff Review Letter. The current recommendation does not include a termination date other than the future event in time of commencement of acquisition related to the Highway 10 Access Planning Study. The Planning Commission may add a termination date of five (5) years from the date of approval, per past approvals and allowed by City Code. An IUP may be renewed.

Citizen Input

Commissioner Anderson asked if the additional would allow for loading and unloading of truck trailers on their property.

Community Development Director Gladhill reported this was the case.

Commissioner Surma was pleased that the dangerous situation on this property was being addressed.

Commissioner VanScoy questioned if the grading permit would address the proposed parking lot expansion.

Community Development Director Gladhill stated this was the case.

Motion by Commissioner Nosan, seconded by Commissioner Surma, to close the public hearing.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Nosan, Surma, Anderson, Brauer, and VanScoy. Voting No: None. Absent: None.

Chairperson Bauer closed the public hearing closed at 8:29 p.m.

Commission Business

Commissioner VanScoy questioned when the interim use permit would sunset.

Community Development Director Gladhill reviewed the termination clause with the Commission, stating additional language could be added stating: If it is determined that this property is not needed for acquisition, the Interim Use Permit shall be terminated at that time.

Commissioner VanScoy requested this language be added.

Motion by Commissioner VanScoy, seconded by Commissioner Nosan, to recommend that City Council adopt Resolution #16-12-236 granting an Interim Use Permit to M & G Trailer Sales and Service, amending the sunset language.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Nosan, Anderson, Brauer, and Surma. Voting No: None. Absent: None.

5.05: Public Hearing: Considering Ordinance #17-01 Amending Sign Standards for the Employment Districts to Allow a Second Ground Sign on Parcels with Multiple Road Frontages

Public Hearing

Chairperson Bauer called the public hearing to order at 8:33 p.m.

Presentation

City Planner Anderson presented the staff report stating in 2010, the City amended the sign regulations relating to the Business Districts (B-1 and B-2) to allow a secondary permanent ground sign on parcels with multiple road frontages. At that time, it did not seem that there was a need to contemplate allowing a secondary ground sign in the Employment Districts since they are not generally oriented toward retail uses sought out by the general public. However, the City has had a couple inquiries over the past few years about the potential of a secondary ground sign that were not possible without the issuance of a Conditional Use Permit due to the limitation of one (1) permanent ground sign per parcel, regardless of the number of road frontages. Staff reviewed the request in further detail with the Commission and recommended approval.

Citizen Input

Commissioner Nosan questioned the difference between the City's Business and Employment Districts.

City Planner Anderson described the differences between the two zoning districts as being a place to work versus a place to shop.

Motion by Commissioner Anderson, seconded by Commissioner Nosan, to close the public hearing.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Anderson, Nosan, Brauer, Surma, and VanScoy. Voting No: None. Absent: None.

Chairperson Bauer closed the public hearing closed at 8:38 p.m.

Commission Business

Motion by Commissioner Anderson, seconded by Commissioner Surma, to recommend that City Council adopt Ordinance #17-01 amending Section 117-520 (b) to allow a second permanent ground sign on parcels with multiple road frontages in the Employment Districts.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Anderson, Surma, Brauer, Nosan, and VanScoy. Voting No: None. Absent: None.

5.06: Consideration of Recommending Preliminary City Council Approval of Draft Water Supply Plan

Presentation

Civil Engineer II Linton presented the Staff Report stating the purpose of this case is to obtain a recommendation from the Planning Commission for preliminary City Council approval of the City of Ramsey's draft Water Supply Plan. Staff reviewed the draft water supply plan in detail with the Commission and requested the Commission grant preliminary City Council approval of the draft WSP with or without modifications.

Chairperson Bauer feared that ground water would disappear at some point in the future and understood some other water source may be needed to draw water for the City. He suggested the City further evaluate its sewer rates during the summer months. He proposed additional sewer funds collected during the summer months be used for future water supply needs of the City.

Civil Engineer II Linton indicated he would pass this suggestion on to the City Council. He commented at some point, the capacity of the existing aquifer would meet capacity and a regional solution would be sought to continue to provide water to the City of Ramsey.

Commissioner Brauer requested further information from staff on the water spike in 2012.

Civil Engineer II Linton explained he had not looked into the 2012 water usage in further detail to correlate them with weather patterns.

City Planner Anderson reviewed the City's underground irrigation requirements for commercial and townhome developments.

Further discussion ensued regarding the reuse of stormwater runoff for irrigation.

Commissioner VanScoy questioned if the City should also be addressing private wells.

Civil Engineer II Linton was unsure of any overarching regulatory agency that could regulate private wells.

Community Development Director Gladhill explained private wells were regulated by the Department of Health.

Commission Business

Motion by Commissioner VanScoy, seconded by Commissioner Nosan, to recommend the City Council approve the preliminary draft of the Water Supply Plan, requesting the Council consider placing summer sewer funds be placed in a special fund to assist with the City's future water needs.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Nosan, Anderson, Brauer, and Surma. Voting No: None. Absent: None.

5.07: Discussion of The COR Development Plan

Presentation

Chairperson Bauer discussed The COR Development Plan with the Commission.

Commissioner VanScoy recommended the Commission hold a worksession where the history and future of The COR be addressed. He requested this be held prior to the Commission holding a joint meeting with the City Council.

Commissioner Brauer believed the Commission was somewhat frustrated with the previous discussions held regarding The COR and a worksession would assist in focusing the group. He proposed a decision tree be used to help the Commission move forward on The COR.

Commissioner Nosan supported this recommendation.

Community Development Director Gladhill commented the suggestion to meet with the Council was to get everybody on the same page and to address certain policies. He stated he would want to run the decision tree process by the Council prior to staff proceeding. He clarified the Commission would be meeting jointly with the City Council on January 10th.

Commissioner Brauer stated the idea would be to put a draft together of potential decisions and then or staff to review this model in order for comments to be received from the Commission.

Chairperson Bauer asked if Commissioner Brauer could have something pulled together prior to the next meeting.

Commissioner Brauer reported he could have the decision tree ready to go in January.

Commissioner VanScoy stated he would prefer to have a worksession prior to meeting with the City Council.

Commissioner Surma suggested the Commission meet next week to address the decision tree.

Commissioner Brauer was not certain he could have the decision tree completed by next week.

Commissioner VanScoy requested the Commission further review Mr. Riverblood's presentation at this worksession meeting along with the history of The COR.

Community Development Director Gladhill requested the Commission come to a consensus on how to proceed. He suggested each of the Commission members provide staff with a bullet list of pivotal or sticking points.

Commissioner Surma recommended the Commission not dwell on the history but rather focus on the future of the site with only a reference to the history.

Commissioner VanScoy agreed he wanted to see the project move forward but believed the historical issues with the site should be explained.

Chairperson Bauer recommended the Commission meet with the City Council as scheduled on January 10th and have Commissioner Brauer prepare a decision tree that will be presented on January 5th, directing the Commission to provide staff with a list of their concerns regarding The COR.

Commissioner VanScoy preferred to hold a worksession prior to January 5th to discuss this matter.

Community Development Director Gladhill suggested the Commission hold a 5:30 p.m. worksession on January 5th.

The Commissioner supported this recommendation.

6. COMMISSION / STAFF INPUT

6.01: Receive Staff Update

The Staff Update was noted.

6.02: Zoning Bulletins

Zoning Bulletins were noted.

7. ADJOURNMENT

Motion by Commissioner Anderson, seconded by Commissioner VanScoy, to adjourn the meeting.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Anderson, VanScoy, Brauer, Nosan, and Surma. Voting No: None. Absent: None.

The regular meeting of the Planning Commission adjourned at 9:41 p.m.

Respectfully submitted,

_____
Tim Gladhill
Community Development Director

ATTEST:

_____
JoAnn Shaw
Community Development Assistant

Drafted by Heidi Guenther
TimeSaver Off Site Secretarial, Inc.

ECONOMIC DEVELOPMENT AUTHORITY
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The City of Ramsey Economic Development Authority (EDA) conducted a regular meeting on Thursday, December 8, 2016, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Jim Steffen
Member Philip Brunt
Member Brian Burandt
Member Glen Hardin
Member Chris Riley
Member Wayne Skaff
Member Kristine Williams (arrived at 7:35 p.m.)

Members Absent: None

Also Present: Patrick Brama, Econ. Dev. Mgr/Assistant City Administrator
Tim Gladhill, Community Development Director
Kurt Ulrich, City Administrator
Mr. Michael Johnson
Mr. Kristen Johnson

1. CALL TO ORDER

Chairperson Steffen called the Economic Development Authority meeting to order at 7:30 a.m.

2. APPROVE AGENDA

There were no changes.

Motion by Member Hardin, seconded by Member Brunt, to approve the agenda.

Motion carried. Voting Yes: Chairperson Steffen, Members Hardin, Brunt, Burandt, Riley, and Skaff. Voting No: None. Absent: Member Williams.

3. APPROVE MINUTES

3.01: Approve Meeting Minutes Dated November 3, 2016

Motion by Member Skaff, seconded by Member Riley, to approve the November 3, 2016, minutes as presented.

Motion carried. Voting Yes: Chairperson Steffen, Members Skaff, Riley, Brunt, Burandt, and Hardin. Voting No: None. Absent: Member Williams.

4. EDA BUSINESS

4.01: Prestmore Academy & Daycare Purchase Agreement for OUTLOT B of CORE ONE

Economic Dev. Mgr/Assistant City Administrator Brama stated the purpose of the case is to review a draft project concept. The case is expected to come back to the EDA/Council in January to be reviewed formally. The intent of the case is to provide the prospect with preliminary feedback, identify any major red flags, and to provide a counter offer of any major deal points, if desired.

Economic Dev. Mgr/Assistant City Administrator Brama reviewed the background of the case. He noted Mr. and Mrs. Johnson reviewed sites in Ramsey and neighboring cities. The COR is their ideal location, and where they are proposing their new facility. They looked at multiple site locations within the COR. This is their most desired site, they like that it is centrally located, is on Sunwood Drive, good access, good visibility and near residential development and future development. They like that the site is reasonably priced.

Member Williams arrived at 7:35 a.m.

Mr. and Mrs. Johnson were introduced to the Board, made a quick presentation and were available for questions.

Chairperson Steffen asked what kind of market research have they done that indicates 150 children would fit into the COR area.

Mr. Johnson stated there are numerous records and research that has been done through the State which they have reviewed. He stated the building market has increased and foreclosures have decreased and people are choosing to live here in Ramsey. There are a lot of people who commute from Elk River to Anoka or downtown. He felt there is a big call for child care in the area.

Chairperson Steffen asked what the price point would be for the child care.

Mr. Johnson stated they took the prices from the high end to the lower end to find out what the area would allow. He stated the prices will fit the market value for the area.

Member Skaff asked what the age range would be.

Mr. Johnson stated it would range from infant to pre-school and with the PACT school in the area they would like to work with them.

Member Skaff asked if they were planning on operating the business or just own it.

Mr. Johnson stated his wife, Kristen, will be the operator and seeing to the day to day operations.

Chairperson Steffen asked what the timeline would be in order to open the business.

Mr. Johnson stated it would take around a year or longer but they would like to open at least the preschool area of the business by September 2017.

Member Riley asked how far along were they with the SBA loan process.

Mr. Johnson stated the SBA is looking over the numbers and the process as a whole because they are a start up business. At this point, there is no doubt about the loan but they want to make sure it gets through the finance stage.

Chairperson Steffen asked if they would be the first franchisee of the fathers' business.

Mrs. Johnson stated her father is working with 2 other businesses right now but because laws are different in Minnesota than Florida it may not be a franchise but would be the same set up and her father is willing to help as much as possible.

The Johnsons left the meeting.

Chairperson Steffen asked if the Board wanted to go into a closed session to discuss this item further.

Economic Dev. Mgr/Assistant City Administrator Brama stated before they go into a closed session he wanted to make sure during the closed session the Board discusses the asking price and the Yolite Street cost share. All other items can be discussed at the open session.

Member Skaff asked if the sharing in the cost of the street included the entire portion of the street and are they going to cover the cost of the frontage of the remnant parcel or just the frontage of their property.

Economic Dev. Mgr/Assistant City Administrator Brama stated the cost that was provided was for the entire street, both sides. The twenty percent contribution will be for the entire street.

Member Riley asked if the City Staff suggested this spot or did the Johnson's suggest it. He thought it was a little weird putting it mid-block.

Economic Dev. Mgr/Assistant City Administrator Brama stated staff reviewed within the COR five sites and this is the site they liked due to a combination of reasons. The site is nice with infrastructure on both sides. The depth of the site is nice and rectangular. It is in the middle of The COR which they liked. The Johnson's liked being as close as possible to the middle of the urban COR with lots of apartments and there is good access and visibility as well. This is also the cheapest site. He noted this property is zoned COR Two Retail.

Member Williams asked how big the remnant parcel was.

Economic Dev. Mgr/Assistant City Administrator Brama stated it was a half-acre.

Member Burandt asked of the five sites recommended, is this the preferred site because it seems like there are several challenges.

Economic Dev. Mgr/Assistant City Administrator Brama stated this is in The COR Two zoning district so it meets the zoning perspective and from a master plan perspective this is more of a retail area. The issues on this site are going to be issues they will need to deal with regardless of Prestmore. They talked about different areas where this business could be placed but this site was the Johnson's preference.

Member Brunt asked what was the size and price of the lot across the street next to the Medical Examiners building

Economic Dev. Mgr/Assistant City Administrator Brama stated the lot next to the Medical Examiners site is a PSD lot and they are asking $10 a square foot. PSD is currently considering a multi-tenant building deal and Prestmore wants to be the owner of their own project and are not interested in having a third-party developer.

Member Riley stated in regards to the remnant, it appears they are essentially deciding the remnant has to happen or does that issue need to be decided first and then after decide how else they want to proceed because they do not have a remnant yet but he felt a decision might be made where they will be creating it.

Economic Dev. Mgr/Assistant City Administrator Brama stated at some level they have already created the remnant parcel regardless of this project and they have set themselves up by selling off the common bond property the way they did, by having the road designed where it is and having the intersection run where it is. With moving forward, they are confirming what has already been decided.

City Administrator Ulrich did not think a remnant piece of land is particularly a bad thing. It is an opportunity for a small business to build onto a corner. This is a small parcel, potentially affordable in an urban area. This could be looked at as an opportunity.

Community Development Director Gladhill stated this is a very conceptual design. Planning and development has not had a chance to do a full analysis. This could be a part of a broader parking strategy and part of the parking district with surface parking or other parking strategies. There is use for a ½ acre parcel.

Chairperson Steffen wondered if a child care facility would fit into that area because he never envisioned something like that being there.

Member Skaff thought there was a need for a child care facility in The COR, maybe not on this site.

City Administrator Ulrich stated child care facilities are placed in transitional zoning areas in many cities.

Economic Dev. Mgr/Assistant City Administrator Brama stated in the closed session memo there is a staff recommendation and if the EDA is comfortable with what staff has put together then there is no need to go into a closed session at this time.

Chairperson Steffen asked if they are setting a precedent by selling this land at $2.50 and have they sold anything else for that price and will it establish pricing to the west of this site.

Economic Dev. Mgr/Assistant City Administrator Brama stated the ability for someone to look up the price they have done deals at is public information. It is possible that the next person that comes in does some research and finds the City sold a property at a price that was lower than asking price and asked for the same deal but more than likely they will not get into that. He stated they can sell this parcel for $2.50 and sell the next parcel for $5 a square foot and the City gains discretion. There is no legal requirement for the City to continue selling property at $2.50 a square foot.

Member Williams stated she strongly believed there should be a master developer on this site, which would alleviate some of the problems that they are dealing with. She stated they should not discount this remnant parcel. She was really concerned they would end up with another parcel like the u-shaped parcel where in the end they sit on it for a number of years and end up giving it away. She stated they would not only be discounting the value of the land to zero but also the potential of holding a portion of the contribution for construction of that road. When she looked at this development she not only looked at the discounting of the land, but the value of the twenty percent contribution to the road. This is an interesting project; however, she has some real concerns with the location of the project. She felt there are better solutions than what is being proposed and a master developer would be better suited for this area because there is potential for retail use.
Chairperson Steffen asked if the City Council has discussed holding out for one sale of the entire parcel.

Member Riley stated the City Council would not say no to a master plan.

Economic Dev. Mgr/Assistant City Administrator Brama stated if the area was master developed concerns would still be the intersection on the north side, dealing with the existing storm water pipe, and dealing with the curb cut. These items would not be huge problems, if master developed.

The EDA discussed potential master planning of the site and other parcels within the City that staff could pitch to the prospects for a site rather than the site the Johnson's desired.

The Board directed staff to discuss with the Johnson's other potential sites within the City and consider having the area master planned. Staff is also ready to propose a counter offer for the current site.

4.02: Continue Discussion RE Strategy for Marketing and Selling City Owned Land

Economic Dev. Mgr/Assistant City Administrator Brama stated the Board is requested to continue discussion regarding the City's strategy for selling city owned land and marketing the COR.

Economic Dev. Mgr/Assistant City Administrator Brama presented the staff report.

Chairperson Steffen asked if anyone believed they should not continue with the current method of using a traditional broker. He thought this was an easier way of continuing because doing an RFP and looking for a new broker would be a disruption and maybe a temporary setback.

Member Williams stated she thought the EDA has received what CBRE has told them they would give to them. She stated they have a website that lists their sites, Brian answers questions that are asked of him, and they are the largest market share in the Twin Cities. There is a lot of other things that other firms/brokers could give them. Her biggest concern with CBRE is that last year they took on transit oriented development site in Anoka and Ramsey was never told about it. She stated when the City has asked CBRE and pushed them in both public and private meeting she has never received what she thought was a satisfactory answer to her question as to how that brokerage firm is distinguishing the uniqueness of Ramsey's property over the neighboring city's property. She stated as more and more sites are being represented by the same broker, closer to their properties, she was concerned that Ramsey's sites were just a commodity that are listed on different sites and searches and if that is all they are interested in having. CBRE is good at that. If they want someone to help make strategic decisions about planning, she did not think that is what they will get with CBRE. She thought they should decide if that level of expertise is something they are searching for. She thought there were a lot of other resources out there that can help them make better decisions as an EDA that they are currently not employing and she thought it was important they consider that.

Chairperson Steffen stated he agreed but, to get any of that, the EDA will have to pay for it because they will not get that by just increasing the five percent commission to a higher percentage. He thought they would still need to keep a broker and then add the services on top of that.

Member Williams stated most of them are brokers and thought a better way of addressing the question of how much the conversation would be is how do they want to structure that and do they want to structure someone as a partner and pay them monthly payments for their services or do they want to incent them by providing a structure where they get compensation on closing the deal and she thought it was important to evaluate alternatives and consider how that incentive has worked for them in the past in different ways. She thought there was also some positive reasons for paying someone to come and consult and provide information and to be a champion for Ramsey and their properties. Depending on what they pay them they could have conversations on whether or not they would represent the City of Anoka as well.

Chairperson Steffen asked if CBRE could do what Member Williams described or was that not in their purview.

Member Williams suspected CBRE could expand on their current role and provide more service to the EDA. She stated they should consider something other than the structure they currently have in place and not just reconsider their dealings with CBRE.

Chairperson Steffen stated the EDA was not involved with hiring CBRE so they were not involved in the RFP process. He thought the City Council handled that so he did not know what else was out there and what that price is.

Member Riley stated they had other businesses that they reviewed and they went with CBRE with the name, size, reach and presentation and the traditional broker.

Chairperson Steffen asked if they felt they received some additional services with CBRE versus local.

Member Riley thought CBRE has a much larger reach, bigger base and better name recognition globally than other firms.

Chairperson Steffen thought they were looking for something more than shiny signs and web links. He thought maybe now they are looking for additional services which would be taking the next step.

Economic Dev. Mgr/Assistant City Administrator Brama thought Member Williams had a good point. He thought this case and this discussion was more about the City setting their expectations for a broker. He stated as far as brokers go, on one end they had some lower price brokers with a straight commission and on the other end of the broker spectrum they have value added; what they did get back as far as 2013, RFP was Coldwell Banker, now IAG and they proposed a 7% commission with a $500/month fee and with that they provided monthly updates, status reports and they were going to take a much more grass roots, pro-active cold calling approach and they were going to act more as a consultant and broker versus purely listing property. That was at the time, service wise, the most effective product they could get while balancing and not dishing out as much money as when they went the Landform route, but still receiving a valuable product at an efficient price. He stated at the time the City was going through budget cuts and chose to go with the firm that had a good reach, good reputation, well established and at no risk to the City.

City Administrator Ulrich stated one of the solutions suggested is to go back and review the different packages and what they could provide and what it would cost to provide additional services. Another option would be to look for a different brokerage firm that would give the City a more personal relationship because CBRE is huge and he was not sure they that they are geared to get down to a more personal level but maybe they are for the right price.

Member Burandt asked if they have benefited by CBRE's wide global reach.

Economic Dev. Mgr/Assistant City Administrator Brama stated CBRE has brought forward Common Bond and the U-shaped parcel is looking to close and the third deal would be the Platinum Properties. He stated CBRE also brought in Dominium, the Dollar Store and OGA. Some of the deals that fell through were not CBRE's fault. He stated with that set aside, they have not received a significant amount of feedback from legitimate prospects interested in The COR that are outside of their normal networks. This is not necessarily CBRE's fault, as the market plays a huge role.

Member Williams asked if she was the only one concerned that CBRE lists Anoka's properties.

Member Burandt stated he shared the same concerns and he was concerned about going with the low-cost solution. He felt CBRE thought of Ramsey as a commodity and not a deep personal investment. He thought that opening the RFP process isn't the end of the world and might provide some good and might be worth looking at what companies would be willing to provide for a five to six percent commission.

Member Williams did not think it was a conflict of interest in what CBRE does in providing brokerage services but she thought that someone who truly understood and was a part of the vision the City has of this development would understand why their Council and EDA might wonder. She thought that from that perspective, she was concerned that listing a property in an adjacent city that is so very similar to the property Ramsey has highlights a lack of goal congruency.

Member Brunt stated he did have some of the same concerns. He wondered what other kind of services the brokers have. He stated the City has a vision and thought it was pretty well thought out in terms of what they want to do with the center of the City and having someone that would drive that forward and he did feel uncomfortable knowing that CBRE is doing something in an adjacent city which because of their reach, who do they give the pamphlet to. He thought it behooves them to look at something else.

Chairperson Steffen thought they were willing to look at "Action two" option, the value add broker and what they could get that they are not getting today. He asked how they start the RFP process.

Economic Dev. Mgr/Assistant City Administrator Brama stated assuming they are heading down the broker route he asked the EDA what they were looking for.

Member Hardin stated if they are really interested in getting rid of the property why don't they drop the price or consider giving the property away. He thought they could get the same job from local brokers as they do from CBRE. He asked how quickly they want to move the land because other cities are giving their land away.

Member Burandt thought they are always discounting the land to get businesses to purchase and build in the COR.

Member Skaff asked if a master developer route has ever been pursued.

Member Williams stated there are a lot of firms out there that do master development. Kraus Anderson acts as a master developer but they do not own the land. There are other firms like that which come and discuss with the EDA what they would provide and how they would partner with the City. She thought that whatever the City wants that partnership to look like they could find someone that would be able to provide that. They need to think about the partnership and structure the payment for that. She suggested they get people in to talk to the EDA and learn the options before they decide.

Member Skaff asked if the new agreement were to start the first of February and is there an interim agreement that could run until a decision is made.

Economic Dev. Mgr/Assistant City Administrator Brama stated CBRE is willing to work with the City until a decision is made.

Chairperson Steffen thought they needed to discuss this further with the City Council and have some consultants come in to talk to them to provide them options before a decision can be made.

Economic Dev. Mgr/Assistant City Administrator Brama stated based on EDA input, what they should do over the next few meetings is to have people come in and discuss the options, and then the EDA can define the scope of expectations and staff can do an RFP. He thought having the first few interviews will give the EDA a better base of knowledge and what is available that will allow the EDA to define the scope that they want for an RFP.

The EDA consensus was to bring this back to the February 2017 meeting with various agencies for review and discussion in order to define the scope of what the EDA is looking for a brokerage firm to provide.

4.03: Future Business Park: Consider Rezoning Hageman Holdings Site

Economic Dev. Mgr/Assistant City Administrator Brama stated the purpose of this item is to consider directing staff to rezone Lot 1 Block 1, and Outlot B, of Alpha Plat, to allow for a business park and quasi-public uses and to consider updating the previously completed Bolton and Menk infrastructure analysis to account for the change to Legacy Christian Academy parcel, and the change to the Pearson parcel.

Economic Dev. Mgr/Assistant City Administrator Brama presented the staff report.

Chairperson Steffen asked if they have started conversations with Capstone regarding the cost sharing.

Economic Dev. Mgr/Assistant City Administrator Brama stated staff met with Capstone recently and they are in the process of completing their first site concept for the ninety acres. He stated a lot of the expectation they have set with Capstone is that the City is not committed to anything now and they are starting from zero and it is a renegotiation process.

City Administrator Ulrich stated they are not able by a charter to force assessments on Hageman on this case; however, Capstone could front the cost and as property develops the hook up fee or assessment cost could go back to Capstone for reimbursement. The City does not want to pay that entire cost.

Chairperson Steffen asked if the City was getting ahead of itself if they were to rezone Hageman before Capstone because it could fall through.

Economic Dev. Mgr/Assistant City Administrator Brama stated from purely a business park perspective this layout might be better for the City. He reviewed the advantages with the Board.

Member Skaff asked if zoning would allow for a potential school to go in there again.

Community Development Director Gladhill stated they do not have a zoning district right now that allows for both, they would have to create that district.

Member Hardin asked if the study should be done before they embark on a zoning change and do they know what the price per square foot will be upon completion of the infrastructure. How much would they have to sell this land for and would it be competitive with other cities.

Economic Dev. Mgr/Assistant City Administrator Brama stated the price per square foot is $2.00 a square foot on the Hageman properties and he thought it would be logical to eliminate risk that they will jack up prices on the back end so they will need to come to some sort of agreement on asking price on the property to protect the City. He stated the market asking prices for industrial land ranges from $2.50 to $3.50 per square foot in the surrounding cities. Deal prices are lower. He indicated the $2.00 per square foot includes the current assessments. He thought they will need to discuss future assessments and come up with an agreement with Hageman on those items. He stated internal assessments will need to be paid for by the developer.

Member Hardin indicated the explanation did not answer his question of what the future price would be of this land because they are talking about rezoning the property without knowing what the future price will end up being.

Economic Dev. Mgr/Assistant City Administrator Brama stated the Board could do an analysis of what internal infrastructure would look like and how it would affect project prices they could do that in the future.

Member Hardin stated he was concerned with how they are competing with neighboring communities and if the future costs will be consistent or too high/low.

Member Hardin left the meeting at 9:45 a.m.

Chairperson Steffen asked what happens to the $8,000 the EDA will be spending for rezoning.

Community Development Director Gladhill stated they can discuss this. The City does not charge the applicants that amount of cost if there is a Comp Plan Amendment. This is a little bit

broader than just a future business park. Running parallel to this is the Capstone project and the analysis will go with that as well. He felt this was a very conservative cost to show that is not an easy task to go through this and will also trigger some environmental review as well. They can refine that number and is more than a few hours of staff time to get this done.

Member Skaff agreed with the direction they are going.

Consensus of the group was to move forward with the Comp Plan Amendment.

Motion by Skaff, seconded by Steffen, to recommend staff to move forward with the Comp Plan Amendment.

Motion carried. Voting Yes: Chairperson Steffen, Members Skaff, Brunt, Burandt, Riley, and Williams. Voting No: None. Absent: Member Hardin.

5. ADJOURNMENT

Motion by Member Skaff, seconded by Member Burandt, to adjourn the meeting.

Motion carried. Voting Yes: Chairperson Steffen, Members Skaff, Burandt, Brunt, Riley, and Williams. Voting No: None. Absent: Member Hardin.

The regular meeting of the Economic Development Authority adjourned at 9:48 a.m.

Respectfully submitted,

_____

Kurtis G. Ulrich
City Administrator

ATTEST:

_____

Patrick Brama
Econ. Dev. Mgr/Assistant City Administrator

Draft by Sue Osbeck
TimeSaver Off Site Secretarial, Inc.

ENVIRONMENTAL POLICY BOARD
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

On Monday, December 19, 2016, the Environmental Policy Board (EPB) met in the Lake Itasca Conference Room at the Ramsey Municipal Center, 7550 Sunwood Drive N.W., Ramsey, Minnesota.

Members Present:	Chairperson Thomas Stodola Board Member Colleen Anderson Board Member Jane Covart Board Member Lucas Trossen Board Member Michael Valentine
Members Absent:	Board Member Reid Bernard Board Member Michael Hiatt
Also Present:	City Planner Chris Anderson

1. CALL TO ORDER

Chairperson Stodola called the meeting to order at 6:35 p.m.

2. CITIZEN INPUT

None.

3. APPROVE AGENDA

Motion by Board Member Valentine and seconded by Board Member Covart to approve the agenda as submitted.

Motion carried. Voting Yes: Chairperson Stodola, Board Member Valentine, Covart, Anderson, and Trossen. Voting No: None. Absent: Board Member Bernard and Hiatt.

4. APPROVE MINUTES

4.01: Approve Meeting Minutes Dated November 21, 2016

Motion by Chairperson Stodola and seconded by Board Member Covart to approve the regular meeting minutes dated November 21, 2016.

Motion carried. Voting Yes: Chairperson Stodola, Board Member Covart, Anderson, Trossen, and Valentine. Voting No: None. Absent: Board Member Bernard and Hiatt.

5. POLICY BOARD BUSINESS

5.01: Consider Landscape Plan for RTC 12th Addition

City Planner Anderson presented the staff report noting that the City has received an application for Preliminary Plat consideration for Ramsey Town Center 12th Addition. He noted that this is a City owned lot that has its own set of challenges. The proposed development would result in 12 new single family lots on what is now currently known as Outlot A, Ramsey Town Center 8th Addition, which is located north of Bunker Lake Boulevard and east of Zeolite Street. This request is being processed as a Major Plat and thus the Landscape Plan is being routed through the Board for review. He reviewed the details of the Landscaping Plan and highlighted the comments recommended by staff found in the Staff Review Letter. He noted that all applicable costs would fall to the applicant and overall, staff finds the Landscape Plan generally acceptable with revisions outlined in the Staff Review Letter.

Board Member Valentine asked for more details on the mixture listed in alternative C.

City Planner Anderson stated that the applicant is proposing a MnDOT seed mix and stated that he simply recommends using a different MnDOT seed mix that would provide a more sustainable result.

Board Member Covart asked if there is a difference between the plantings for a detached townhome and a single- family home.

City Planner Anderson stated that these will be single family homes but there will be an association that does the maintenance and therefore would be similar to a detached townhome.

Motion by Chairperson Stodola and seconded by Board Member Anderson to recommend approval of the Landscape Plan contingent upon compliance with the Staff Review Letter.

Motion carried. Voting Yes: Chairperson Stodola, Board Member Anderson, Covart, Trossen, and Valentine. Voting No: None. Absent: Board Member Bernard and Hiatt.

5.02: Consider Potential Ordinance Amendment to Eliminate the Irrigation Requirement in Multiple Zoning Districts

City Planner Anderson presented the staff report noting that the purpose of the case is to discuss the potential of eliminating the irrigation requirement found in many of the zoning districts. While this action would not prohibit a project from utilizing in-ground irrigation, it would simply no longer be a requirement. This topic has been raised several times by the Board, as it seems counterintuitive to the City's desire to reduce demand for groundwater. He noted that a proposed ordinance amendment could be brought back to the Board to review at their meeting in January and noted the process that would follow including a public hearing to occur with the Planning Commission and subsequent review by City Council. He noted that there could also be an incentive offered to those that choose to use new technologies, such as smart controllers and soil moisture sensors, which will help to decrease the need for irrigation. He stated that there could also be an incentive opportunity for more sustainable landscaping plans. He noted that the details

would not need to be fully developed in order to move forward on this item but could simply be a part of this ordinance review.

Board Member Valentine commented that if the City can handle the additional staff time, he would support incentive programs.

City Planner Anderson acknowledged that an incentive program would take more overhead in terms of staff time, likely from himself and other departments as well. He agreed that this would be more a proactive program.

Board Member Valentine stated that people tend to be more encouraged by proactive incentives rather than being forced to do something.

Board Member Trossen asked if this would be limited to commercial properties.

City Planner Anderson stated that this would not need to be solely for commercial properties, but would be limited to those connected to the City's water system. He stated that this attempt was to gauge whether or not the Board would be interested and explained that if there was interest he would then begin to gather information on various incentive programs used (program details, funding, and who is using the program). He stated that he would also run the idea of the incentive program past the Public Works Committee as well.

City Planner Anderson confirmed the consensus of the Board to direct staff to research further details on an incentive program and prepare a draft ordinance amendment for the Board to review at the January meeting.

Board Member Trossen asked if additional language could be added that would require an additional sensor/equipment that would assist in conservation.

City Planner Anderson provided additional details on some of the sensors available.

Chairperson Stodola commented that the item seems like overkill and that it would be expensive.

City Planner Anderson explained that in a situation in the past a contractor had stated that the additional sensor was maybe a couple hundred dollars extra when the system is being newly installed. He noted that it would be more expensive to retrofit an existing system.

Board Member Covart stated that she has an additional sensor with her irrigation system at her home and provided additional details. She noted that it was not much more expensive to get the additional sensor.

City Planner Anderson stated that he would be glad to gather more information on the technology and the costs to bring back to the Board at a future meeting. He noted that perhaps he would be able to find someone in the irrigation field that could attend a meeting to provide additional details to the Board.

6. BOARD / STAFF INPUT

- **Meeting Dates in January and February**
  - **January 16 is Martin Luther King Jr. Day**
  - **February 20 is Presidents Day**

City Planner Anderson stated that the dates for the January and February meetings would need to be rescheduled as the meetings fall on days when City Hall is closed. He noted that he would send out communication with the Board to find new dates for those meetings.

7. ADJOURNMENT

Motion by Board Member Valentine and seconded by Board Member Trossen to adjourn the meeting.

The meeting adjourned at 7:15 p.m.

Respectfully submitted,

_____
Chris Anderson
City Planner

ATTEST:

_____
JoAnn Shaw
Community Development Secretary

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

CC Regular Session **4. 3.**

Meeting Date: 02/14/2017

By: Jo Thieling, Administrative Services

Information

Title

Approve Licenses

Purpose/Background:

Purpose: The purpose of this case is to approve license requests for 2017.

Background: Certain businesses in the City of Ramsey are required to apply for a license in addition to the Business Registration Certificate (BRC). Other businesses that may require a license, but are not required to have a BRC may also be included in this approval. Those new license requests and/or renewals are attached for Council approval.

Recommendation:

Staff recommends approval of license applications.

Action:

Motion to approve license applications.

Attachments

Licenses

Form Review

Form Started By: Jo Thieling Started On: 02/09/2017 09:17 AM

Final Approval Date: 02/09/2017

License Applications
02/14/2017

*Special Events	MN State Society Daughters of the American Revolution			952-461-2333

***For annual 5K event – no charge for permit due to non-profit status**

CC Regular Session **4. 4.**

Meeting Date: 02/14/2017

By: Jo Thieling, Administrative Services

Information

Title

Approve the Following Meeting Minutes:

1. City Council Work Session dated 01/24/17
2. City Council Regular dated 01/24/17

Purpose/Background:

Purpose: The purpose of this case is for Council review and approval of meeting minutes.

Background: Attached are the meeting minutes referenced above.

Action:

Motion to approve the following Council meeting minutes:

1. City Council Work Session dated 01/24/17
2. City Council Regular dated 01/24/17

Attachments

CCWS Mts

CC Mts

Form Review

Form Started By: Jo Thieling Started On: 02/09/2017 10:16 AM

Final Approval Date: 02/09/2017

CITY COUNCIL WORK SESSION
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey City Council conducted a City Council Work Session on Tuesday, January 24, 2017, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:	Mayor Sarah Strommen Councilmember Jill Johns Councilmember Mark Kuzma Councilmember John LeTourneau Councilmember Chris Riley Councilmember Melody Shryock
Members Absent:	Councilmember Kristine Williams
EDA Members Present:	Vice Chair Wayne Skaff Member Jim Steffen
Planning Commission Members Present:	Chairperson Randy Bauer Vice Chair Gary VanScoy Commissioner Bruce Anderson Commissioner Cindy Nosan Commissioner Patrick Surma
Also Present:	City Administrator Kurtis Ulrich Parks and Assistant Public Works Superintendent Mark Riverblood Community Development Director Timothy Gladhill City Planner Chris Anderson Asst. City Administrator/Economic Development Manager Patrick Brama City Attorney Joe Langel

1. CALL TO ORDER

Mayor Strommen called the City Council Work Session to order at 5:33 p.m.

2. TOPICS FOR DISCUSSION

2.01: Introductions and Definition of Success for The COR Exercise

Mayor Strommen asked the members present to introduce themselves and then give a brief statement of their vision of success for The COR.

Councilmember LeTourneau stated that he would like to see the City follow the plan and strategy for The COR but noted that as the market and dynamics continue to change, the City should also be able to react to those changes.

Commissioner Nosan stated that she would like to see the City continue with the success of creating density within The COR and creating a destination for the community to gather within The COR.

Councilmember Riley stated that he would like to see The COR developed with the retail and restaurant elements that the residents were promised. He stated that he would also like to see the property leave the ownership of the City.

Member Steffen agreed that the residents would like to see restaurants and retail.

City Administrator Ulrich stated that he would like to see commercial success and would like to see The COR be a community asset that does not pull resources from the community.

Member Skaff stated that The COR should be the first place you would like to go for eating out, shopping and entertainment.

Commission Bauer stated that he would like to see The COR with unique locations that bring in people from outside of the community as well.

Commissioner Surma stated that he agrees that he would like to see the strategy reconsidered. He stated that the City does not need more apartment complexes and would like to see green walkways, greenspaces, and a pedestrian friendly location.

Commissioner Anderson stated that residents tell him that there is not a destination for their kids and they would also like a place that brings them home, so they do not have to go outside of the community for needs.

Commissioner VanScoy stated that The COR should be a destination. He stated that he likes the mixed use but would also like the area to be welcoming and pedestrian orientated.

Councilmember Johns stated that The COR should provide quality amenities and experiences, improve the quality of life for residents, bring in people from outside the community, and be pedestrian friendly.

Councilmember Kuzma stated that he would like to see the City sell the land to get out from being a developer. He stated that he would like to see the City follow the plan but also be flexible to accommodate the market changes.

Councilmember Shryock stated that she views the success of The COR with a full mixed use build out where all modes of transportation intersect and lead into Ramsey.

Mayor Strommen stated that at the end she would like to see an increased access to services for residents and The COR should provide a community gathering space. She stated that there seems to be a lot of common ground mentioned from the comments made by everyone tonight.

Councilmember LeTourneau stated that because of the diversity, and how the City is moving, the process should be the outcome to ensure a quality product.

2.02: Presentation of Progress on Revised Vision Statement for The COR

Commissioner Bauer provided an update on the recent meeting the Planning Commission held to discuss this topic. He stated that the Commission believes there is a real danger in the fact that the City is a landowner that does not want to be a landowner and therefore is dealing in piecemeal rather than focusing on the larger picture. He stated that the plan is important to ensure that these pieces of development that come along continue to fit into the plan. He stated that the tendency for shoppers is to go to areas that are retail heavy to have a variety of options and with the Riverdale and Elk River retail development, Ramsey will not be able to compete with those areas. He stated that the numbers do not provide proof to retailers that there is sufficient demand in Ramsey and instead believes that The COR should focus on becoming a destination that brings people in. He stated that there could be unique features like a skating pond, unique architecture, or unique shops that people will travel to reach. He stated that The COR should be pedestrian friendly, include entertainment, and some more unique shops rather than traditional retail.

Commissioner Surma echoed the comments of Commissioner Bauer. He stated that he travels to Stillwater once per month and the retail options have a high turnover rate. He stated that as internet shopping continues to increase, traditional retail will continue to face challenges and therefore The COR should not be retail heavy. He believed that there should be more of a focus on fine dining rather than fast food. He stated that if more housing is going to be added perhaps it be one level housing for the senior population that continues to age in the community.

Commissioner VanScoy stated that the Commission can provide input but there is not a lot of market data to support these decisions and believed that it would be important to have that market data. He explained that it is hard to make decisions based on general perceptions as the Commission members are not experts in this area.

Commissioner Nosan stated that the Commission is generally on the same page but also have different visions. She stated that the vision for the town center is different than The COR. She stated that some elements, such as big box retail will never happen for The COR. She did not envision that The COR would see a lot of retail. She stated that she has spoken with a real estate broker that deals in retail and restaurants who did not believe that a restaurant would come to Ramsey. She stated that the broker believed that perhaps a local owner that believes in Ramsey would open a restaurant but there would be difficulty in obtaining an outside business. She believed that the focus should be changed to better focus on filling a need for the community, such as a gathering space or destination that could serve the community.

Councilmember Riley asked why restaurants would not come to Ramsey.

Commissioner Nosan stated that the broker stated that Ramsey does not have the population and it is hard to get to Ramsey in terms of transportation.

Councilmember Kuzma stated that if there is a willing participant that wants to buy some of the land, he is open to hearing the purchase agreement and if the idea is solid he is willing to sell the land. He stated that Ramsey has the Mississippi and Rum Rivers, great walking trails and could promote those elements.

Member Steffen asked if there is a current vision statement and, if so, when it was last written. He stated that perhaps that is where they should start.

Mayor Strommen stated that it is less about the statement but more about the plan that vision supported, which included shops, restaurants, and housing choices.

Member Steffen stated that the statements made going around the table seem to support the original vision statement.

Commissioner Bauer stated that originally the plan was for retail and restaurant elements on the ground floor of buildings with housing on the upper floors, all within one building. He explained that developers were not interested in that definition of mixed use. He stated that the shared parking was also an element of the original vision and that has gone on the back burner after the first ramp was constructed, as people do not want to pay the entire cost for a ramp and would rather have surface parking for their use. He stated that The COR will not be a traditional retail area where people go to get all their shopping done.

Community Development Director Gladhill stated that currently there are different pieces for visioning within the Comprehensive Plan and The COR marketing documents. He stated that the goal is to create a cohesive visioning statement that could be used throughout the different elements.

Commissioner Anderson stated that it is time to listen to the residents once again to determine what they want to see, whether the City should continue to be the developer or consider selling the land to a developer at an overall cost. He stated that the citizens should provide input on what they want and see for The COR.

Councilmember Shryock agreed that the residents should provide input but cautioned that the residents need to be informed of the elements that the City has learned about retail and restaurants, otherwise the residents will provide the same input asking for big box retail and restaurants. She stated that while everyone wants to have retail elements, some of those aspects will just not happen for Ramsey.

Mayor Strommen asked the main sticking points of the Planning Commission discussion that occurred at their meeting.

Commissioner Bauer stated that biggest issue was to develop a vision and stick with it rather than develop in piecemeal.

Commissioner VanScoy stated that making piecemeal decisions can make it difficult to develop other projects within the original vision. He believed that it will be good to have a vision statement, but noted that everything cannot be encompassed in one sentence. He stated that the Commission is just at the start of this process and would like to hear ideas and the support that would be provided for different elements.

Councilmember Riley stated that as he heard that the two biggest problems are within the definition of mixed use and structured, shared parking.

Commissioner Bauer stated that he is not sure that those are issues but those are elements that were part of the original plan for The COR that have deviated through development thus far. He stated that the Commission would rather look forward to determine what is realistic for the future.

2.03: Presentation of Draft Work Plan for The COR Development Plan Update

Community Development Director Gladhill reviewed The COR re-visioning portion of the draft work plan and the process suggested by staff for updating The COR development plan. He stated that staff believes that this timeframe would be sufficient for the next year and still allow development to continue in the interim.

Asst. City Administrator/Economic Development Manager Brama provided additional details on The COR system plans, which relate to elements such as infrastructure, and the pro-forma which will help the City make better decisions. He explained that this process will allow the City to make educated decisions. He stated that visioning sets the tone for the work that is done and communication that needs to occur.

Commissioner Anderson asked if there is a common workspace that the groups can place ideas, such as a website working area were ideas can be shared between groups.

Community Development Director Gladhill stated that for the Comprehensive Plan update process there are a variety of methods that will be utilized, outside of traditional meetings at City Hall, including pop-up meetings, online forums, and other methods. He stated that planning staff will attempt to open some additional online options for sharing ideas.

Commissioner Anderson stated that perhaps there is a drop box that could be created to share ideas for the Planning Commission to further consider when they continue these discussions.

Mayor Strommen stated that there needs to be caution on open meeting laws but noted that perhaps staff could open a one-way stream of communication where people could submit ideas and staff could filter those to the Commission. She stated that perhaps there is a version of the ice breaker that was done today to obtain 30 second ideas from people around the community,

noting that the wording would require thought to ensure that the snippets do not all focus on big box retail.

Commissioner Bauer stated that the Council's agenda tonight supports the reasoning that The COR needs this type of plan. He noted that there is a request the Council will consider tonight for a business, that while it is a great business, perhaps is not the best fit for the center of The COR. He stated that when you have piecemeal development it loses the ability for an overall vision.

Councilmember LeTourneau asked if the Commission feels that their recommendations are not being heard by the Council.

Commissioner Bauer stated that the Commission provided input on the old municipal center that although the Council heard, they did not agree with.

Councilmember LeTourneau stated that he wants to ensure that the comments from the Commission are being heard and are relevant, as that is how this process will be successful.

Commissioner Bauer stated that the Commission recognizes that they are an advisory body to the City Council and the Council makes the final decision. He stated that the Commission and Council need to be on the same page, along with the EDA, to ensure that the overall vision is the same and their actions are not in conflict.

2.04: Discussion on Roles and Responsibilities in the Land Use Planning and Development Review Process

Mayor Strommen stated that her perspective is that Ramsey's greatest asset is its people and has no doubt that the City has the right people in the right places to work through these issues. She stated that this Council has a strong focus on public input and respect for the members of the Boards and Commissions. She stated that these issues are challenging because the City is wearing two different hats, one in the traditional role of land use control but the second as the landowner and master developer. She stated that the goal is to determine how those roles can work in harmony but acknowledged that there will be challenges that arise. She stated that the EDA provides input to the landowner position of the City while the Planning Commission provides input to the land use control position, which sometimes places the Council in an awkward position to make the ultimate decision. She stated that everyone is at the table and brings different perspective based on their position and role.

Commissioner Bauer stated that having everyone at the table is an advantage, as otherwise everyone works in a vacuum and can lose focus. He stated that if everyone is on the same page that helps reach the end goal. He stated that while the City is in an awkward position as the landowner, it also provides the City with more control in the type of development that is created. He stated that as long as there is a good vision, being the landowner provides the City with more control.

Mayor Strommen asked for input from the EDA on the elements they consider to be successful, similar to how the Planning Commission feels that an overall vision would be helpful.

Member Steffen noted that the case on the agenda tonight is a tough case and two opposing points will be brought to the Council. He stated that he is unsure that the EDA wants to be in the position of deciding where a business should be located.

Commissioner Anderson stated that the key point is that everyone is being respectful of the other party's decision.

Member Steffen stated that ultimately what is built is at the cost of the business that comes forward with a quality product and is willing to pay the right price.

Councilmember Kuzma asked what would happen if an entity were to come forward with a full price sales offer that does not fit the vision and whether the City would have the ability to refuse.

Mayor Strommen replied that as the landowner the City does not have to sell.

City Attorney Langel confirmed that there is nothing to stop the City from making the decision to not sell the land should they feel that would not be a good fit.

Councilmember Riley stated that statement highlights the different roles everyone plays. He explained that while one body says yes and one body says no, the Council will need to look at the request from their perspective and make the overall decision.

Member Skaff referenced the question of whether a master developer should be considered to take the place of the City as the landowner. He stated that ultimately that question will need to be addressed.

Mayor Strommen acknowledged the question continues to come up and the Council would like to look at that option and what that would entail.

Commissioner VanScoy noted that although a piecemeal development may be of great quality, it may not fit in the area which can cause issues down the line and implications on what could be developed in the future.

Councilmember Shryock noted that an overall vision will help to ensure everyone is on the same plan and working towards the same goal. She stated that the original plan for The COR was focused on what the City wants and perhaps it should be more geared towards what the City has and what they can work with to bring more success.

Mayor Strommen stated that the other issue is what the City will want not only today, but in five or ten years. She agreed that she tends to shop online and avoids going to actual stores and the City should anticipate those trends to avoid being irrelevant once built.

Commissioner VanScoy stated that the past vision is documented in The COR vision framework, noting that each section has a summary that can be helpful in determining where the City has come from.

Commissioner Surma stated that he does not see the vision going far enough out. He stated that he grew up in the development/construction business and watched buildings go up and down. He stated that often cities would follow what neighboring cities have done rather than being leaders. He stated that the land for the case tonight is far too valuable for the future of the City to be considered in this purchase agreement. He stated that the best location for that business would be near the medical examiner's office.

Councilmember Shryock stated that she respects the view of Commissioner Surma as one community has been very successful in their vision while another continues to build and fill trying to keep up.

Councilmember LeTourneau acknowledged the point made by Commissioner Surma that he had seen buildings go up and down. He used the example of a Minneapolis business that is no longer in business but the building is now being repurposed for another use. He stated that The COR needs to be built for what is right for the community, as there are variables the City cannot control in the future that cannot be predicted.

Commissioner Bauer stated that he read that typically the third restaurant in a building is successful. He stated that the focus should be on long-range goals.

Mayor Strommen referenced the comment that Ramsey will not get restaurants unless they are local and noted that is Ramsey's history in building businesses from members in the community and perhaps the City should focus on tapping that energy rather than looking outside the borders.

Member Steffen agreed that the piece of land is the center of The COR and sadly there are pricing irregularities within The COR. He stated that a business will be attracted to the lesser priced land. He stated that the business model should be fluid as they will need to be able to react to proposals that come along that could benefit the City.

Commissioner Surma noted that although you can have great planning, you cannot plan for the market changes. He noted that there are technology elements that are on the horizon to adequately plan for those elements.

Commissioner Nosan stated that Commissioner Brauer has made the visioning process so much fun and commended him for his efforts, although he could not attend tonight.

Mayor Strommen thanked everyone for their participation tonight.

3. TOPICS FOR FUTURE DISCUSSION

3.01: Review Future Topics/ Calendar

Noted.

4. MAYOR / COUNCIL / STAFF INPUT

None.

5. ADJOURNMENT

The Work Session of the City Council was adjourned at 6:55 p.m.

Respectfully submitted,

_____
Kurtis G. Ulrich
City Administrator

ATTEST:

_____
Jo Ann M. Thieling
City Clerk

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

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CITY COUNCIL
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey City Council conducted a regular meeting on Tuesday, January 24, 2017, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor Sarah Strommen
Councilmember Jill Johns
Councilmember Mark Kuzma
Councilmember John LeTourneau
Councilmember Chris Riley
Councilmember Melody Shryock

Members Absent: Councilmember Kristine Williams

Also Present: City Administrator Kurtis Ulrich
Police Chief Jeff Katers
Parks and Assistant Public Works Superintendent Mark Riverblood
Public Works Superintendent Grant Riemer
Human Resources Manager Colleen Lasher
Community Development Director Timothy Gladhill
City Engineer Bruce Westby
Asst. City Administrator/Economic Development Manager Patrick Brama
City Attorney Joe Langel

1. CALL TO ORDER

Mayor Strommen called the regular meeting of the Ramsey City Council to order at 7:05 p.m., followed by the Pledge of Allegiance led by Mayor Strommen.

2. PRESENTATION

2.01: Presentation Regarding Mercy and Unity Hospital Strategy and Changes

Sara Criger, Mercy Hospital President, thanked the Council for allowing her to attend tonight. She appreciated the partnerships the hospitals have with the community to improve the care and health of the communities. She stated that there is a standing invitation for them to attend any forums the City may see appropriate to provide more details. She stated that they are building on strong programs and hospitals that have been in the communities for over 50 years and highlighted some of the awards the hospitals have received. She stated that Medicare and Medicaid rate hospitals and noted that Unity was ranked as a four-star hospital while Mercy was ranked as a five-star hospital and that the only other five-star hospital in the state was the Mayo. She reviewed the service areas for both Unity and Mercy hospitals, noting that the hospitals do

serve the same communities to some extent and provide the same services which means that they sometimes compete with the same resources. She stated that there is a trend in decreasing hospital volume and surgical volume and therefore the role of the hospitals is changing and there is a reform focus to move the industry towards wellness and health rather than just illness and injury. She stated that more investments are being made in primary care while specialty programs improve outcomes for the sickest and most injured. She stated that on January 1st, Mercy and Unity hospital were merged into one hospital license, as Mercy hospital, with two campuses. She stated that no matter which facility people enter, they will be provided with the right services. She noted that each campus will continue to provide the busiest programs, such as emergency services and surgical services. She stated that the communities rely on the emergency services as the combined campuses rank as the 12th busiest emergency service in the country. She stated that they are evolving the location of specialty services to one campus which will help to build stronger programs as they are better able to address strategic investments, advance high quality specialists, access to more services locally and improve mental health services. She noted that in August 2015, the OB departments were merged into the Mother Baby Center with Children's Hospital at the Mercy location, which has been successful. She noted that additional services and improved care was provided, all employees kept their jobs and they were able to recruit more employees. She stated that the mental health services will be consolidated in the next 45 days. She explained that the Mercy campus does not have sufficient space to provide that treatment while the Unity campus has adequate space and can better provide both mental health and addiction treatment so that service will be provided on the Unity campus. She stated that this change will allow better treatment options and care and better recruitment of staff. She reviewed some of the facility investments that have been made on both locations. She stated that there will be an open house at the Unity campus on February 27th and invited the public to attend.

Mayor Strommen thanked Ms. Criger for attending tonight. She believed that this information is helpful for not only the Council but also the residents to provide a snapshot of the changes occurring to provide better care and better service.

3. CITIZEN INPUT

None.

4. CONSENT AGENDA

Motion by Councilmember Riley, seconded by Councilmember Kuzma, to approve the following items on the Consent Agenda as revise to remove Item 7.10:

4.01: Approve the following Meeting Minutes:
1) City Council Work Session dated January 10, 2017
2) City Council Regular dated January 10, 2017

4.02: Approve Licenses:

Peddler/Solicitor

Matthew Finn dba Edward Jones/331 Main Street, Elk River

Peddler/Solicitor

Jeffrey Shillingstad to solicit for Heston & Associates/P.O. Box 32402, Fridley

4.03: Approve Request to Declare Surplus Property

4.04: Approve Extending CBRE Listing Agreement through July 2017

4.05: Approve Work Plan for Highway 10 Planning Efforts

4.06: Adopt Resolution #17-01-026 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of January 5, 2017 through January 18, 2017

4.07: Adopt Resolution #17-01-021 Authorizing Partial Payment to Douglas-Kerr Underground, LLC for IP #16-00, Div. C: Andrie Street – 164th Lane Reconstruction

4.08: Adopt Resolution #17-01-025 Authorizing Partial Payment to New Look Contracting, Inc. for IP #16-36, Business Park 95 Regional Stormwater Pond Improvements

4.09: Adopt Resolution #17-01-024 Authorizing Final Payment to Allied Blacktop Company for IP #16-00: Sealcoats Division A1

~~4.10: Adopt Resolution #17-01-029 Accepting Feasibility Report/Ordering Plans and Specifications for Improvement Project #17-01, Alpine Drive Reconstruction~~ This item was removed from the Consent Agenda and considered as Item 7.08A

4.11: Adopt Resolution #17-01-023 Authorizing Sale of City Owned Land: Case of Life Style Properties (Bill Gleason)

4.12: Adopt Resolution #17-01-027 Approving a Registered Land Survey that Reconfigures Property Boundaries to Include Additional Unbuildable Land; Case of Marilyn Gay

4.13: Adopt Resolution #17-01-033 Approving Financial Surety Agreement for Ramsey Town Center 7th Addition; Case of K Hovnanian

4.14: Adopt Resolution #17-01-032 to Hire a Police Records Technician

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Riley, Kuzma, Johns, LeTourneau, and Shryock. Voting No: None. Absent: Councilmember Williams.

5. APPROVE AGENDA

Motion by Councilmember Shryock, seconded by Councilmember LeTourneau, to approve the agenda as presented.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Shryock, LeTourneau, Johns, Kuzma, and Riley. Voting No: None. Absent: Councilmember Williams.

6. PUBLIC HEARING

None.

7. COUNCIL BUSINESS

7.01: Consider Introduction of Ordinance #17-02 Approving Zoning Amendment and Adopt Resolution #17-01-022 Approving Preliminary Plat for Woodlands 4th Addition (Project #16-102); Case of Lennar

Community Development Director Gladhill reviewed the staff report and recommendation of the Planning Commission to adopt Ordinance #17-02 rezoning the property from R-1 Residential (Rural Developing) to R-1 Residential (MUSA) and adoption of Resolution #17-01-022 for Preliminary Plat of Woodlands 4th Addition, contingent upon revisions as outlined in the Staff Review Letter, rezoning of the property and based on the length of the dead end water line, additional maintenance activities by the City to address the potential for stagnant water at the terminus of the water line.

Councilmember Kuzma referenced the comment regarding the median and asked if the representative present has had the opportunity to speak with Lennar to determine their point of view.

Paul Tibon, Lennar, stated that he did run that by the land team and they will continue to work through that in the final plat process.

Motion by Councilmember Riley, seconded by Councilmember LeTourneau, to introduce Ordinance #17-02 to rezone the property from R-1 Residential (Rural Developing) to R-1 Residential (MUSA) and to Adopt Resolution #17-01-022 Granting Preliminary Plat Approval of Woodlands 4th Addition.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Riley, LeTourneau, Johns, Kuzma, and Shryock. Voting No: None. Absent: Councilmember Williams.

7.02: Consideration Adoption of Resolution #17-01-015 Approving the Preliminary Plat for Vistas at North Commons (Project No. 16-90); Case of Lifestyle Properties (Project Originally Known as Ramsey Town Center 12th Addition/Gleason Plat)

Community Development Director Gladhill reviewed the staff report and recommendation of the Planning Commission to approve the Preliminary Plat, contingent upon final review by the City Engineer.

Councilmember Riley asked the estimated timeline for construction.

Bill Gleason, representing the applicant stated that they would like to move forward immediately to have a model available in the spring time.

Councilmember LeTourneau thanked the applicant for their willingness to develop on this challenging parcel.

Motion by Councilmember LeTourneau, seconded by Councilmember Johns, to Adopt Resolution #17-01-015 Granting Preliminary Plat Approval of Vistas at North Commons.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers LeTourneau, Johns, Kuzma, Riley, and Shryock. Voting No: None. Absent: Councilmember Williams.

7.03: Consider Request for Interim Use Permit to Utilize a Membrane Tent Structure for a Secondary Showroom (Project #17-100); Case of Skeeter Boat Center

Community Development Director Gladhill reviewed the staff report and recommendation of the Planning Commission to approve the request contingent with the structure being positioned behind the building and the applicant provide $2,000 financial surety to ensure the structure is removed by May 31, 2017. He recommended approval of Resolution #17-01-008 approving the Findings of Fact favorable to the applicant and Resolution #17-01-009 approving the request for an Interim Use Permit.

Councilmember Kuzma referenced the $2,000 financial surety and asked if the applicant would receive the surety back in full as long as the structure is removed prior to the deadline.

Community Development Director Gladhill confirmed that is correct.

Councilmember Riley stated that he would like the City to be business friendly and suggested the surety amount to be split in half.

Community Development Director Gladhill explained the City model, noting that the $2,000 has been used consistently.

Mayor Strommen stated that she would like to ensure that the formula is applied uniformly.

Councilmember LeTourneau stated that he understands that the business is growing and the needs that have arisen as a result. He stated that he would like to see a long-term solution and the business to work with staff to develop a more appropriate manner to handle their growth. He stated that he is in favor of this at this time but would like to see a long-term solution. He believed that the $2,000 financial surety would be appropriate but noted that he could support $1,000. He noted that he would like the temporary structure to be a one and done deal.

Councilmember Johns agreed that this could get the business through this situation but would also want to see a long-term solution.

Motion by Councilmember LeTourneau, seconded by Councilmember Kuzma, to Adopt Resolution #17-01-008 Adopting Findings of Fact #0976 Relating to a Request for an Interim Use Permit to Erect and Maintain a Temporary Membrane Tent Structure as a Secondary Showroom and Adopt Resolution #17-01-009 Approving the Issuance of an Interim Use Permit to Erect and Maintain a Temporary Membrane Tent Structure as a Secondary Showroom Based on the Findings of Fact #0976 and Declaring Terms of Same.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers LeTourneau, Kuzma, Johns, Riley, and Shryock. Voting No: None. Absent: Councilmember Williams.

7.04: Review Concept Plan for Pearson Farm; Case of Capstone Homes

Community Development Director Gladhill reviewed the staff report noting that the purpose of this case is to provide preliminary feedback for a future plat currently known as Pearson Farm. He stated that this is not an official application at this time, but does merit a policy discussion on several aspects of the proposed subdivision including a Comprehensive Plan Amendment, and subsequently a zoning amendment, use of a Planned Unit Development District, mandatory Environmental Review, park dedication and trail fees, cost share of trunk infrastructure, and street access to Alpine Drive.

Steve Bona, Capstone Homes, stated that they are extremely excited to be working on this project. He stated that the property is very exciting with the proximity to The Links Golf Course and Lake Itasca Park as those are great amenities for the potential residential units. He noted that the product type continues to change based on engineering data that has been gathered. He stated that they would like views of the amenities such as the golf course, open area greenspace, and play equipment. He stated that this would be a significant number of residents that would enjoy the amenities over the course of the build-out. He stated that typically developments in Ramsey have been all one product and in this development, they would like to provide four different types of home products to provide choice and variety which would appeal to different buyers. He noted that there are different obstacles to overcome with the railroad tracks and Highway 10 and explained how they would mitigate those elements through landscaping and berms. He noted that they will continue to review the infrastructure and park dedication with staff.

Councilmember Kuzma stated that he is excited about this project and asked the typical price points.

Mr. Bona stated that the prices would range from around $240,000 to $350,000 depending on the housing product. He stated that a thorough market study was completed and combined with their knowledge of Ramsey to determine the recommended products.

Councilmember Riley asked if the applicant has been working with staff to develop ironclad agreements for the homeowners' associations.

Mr. Bona stated that he does not have the best solution for that, noting that many homeowners' association have gone upside down. He stated that they would welcome input from staff on how to create strong homeowners' associations and documents. He believed they would be able to keep the association dues at a low number which will contribute to the success. He stated that they do expect to have revised concepts and engineering coming forward in the next 30 days, noting that they would like to start the first phase in August. He acknowledged that the timeline is aggressive but believes that they can do it.

Councilmember Riley stated that the City discourages pocket parks. He referenced the street opening on Alpine, noting that if there is not an entrance there that would only be three access/exit points and believed that the additional access point would be beneficial.

Mayor Strommen stated that while she understands the thinking of attempting to avoid those types of intersections, huge bottlenecks are created by limiting the number of access points into a neighborhood. She believed that there are tradeoffs that could be considered.

Community Development Director Gladhill stated that if there is an additional access point onto Alpine, perhaps that would strengthen the desire to realign Puma Street to better align with other streets.

Mayor Strommen stated that while the City often discourages pocket parks, kids need places to play close to their home. She stated that people are in Ramsey to experience the environment and therefore there is room for discussion on that item.

Councilmember Shryock asked for the timeline on the future development of Itasca Park.

Parks and Assistant Public Works Superintendent Riverblood stated that the discussions will include the timing and how that can coordinate with the plat. He noted that low maintenance items will also be reviewed to determine what could be shared.

7.05: Consider Introduce Ordinance to Amend Board of Appeals and Adjustment/Official Map

Community Development Director Gladhill reviewed the staff report and recommendation of the Planning Commission to approve Ordinance #17-03.

Motion by Councilmember LeTourneau, seconded by Councilmember Johns, to introduce Ordinance #17-03 Amending Section 2-159 (Duties, Responsibilities, and Objectives) of the Ramsey City Code.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers LeTourneau, Johns, Kuzma, Riley, and Shryock. Voting No: None. Absent: Councilmember Williams.

7.06: Approve Tinklenberg Group Proposal for Professional Service Contract Extension

City Administrator Ulrich reviewed the staff report and recommendation to consider the proposed contract extension with The Tinklenberg Group for February through June 2017. The alternative direction the Council may take is not to approve the proposed contract and to utilize staff and Councilmembers, or seek another consultant, to perform the work. It was noted that either alternative will result in a loss of momentum toward the accomplishment of the stated goals and therefore consequently continuation of the contract is recommended.

Elwyn Tinklenberg, The Tinklenberg Group, stated that there is a remarkable new dynamic because of the changes in leadership and the change in Washington. He noted that there is a lot of discussion around transportation and people the City has worked with for some time now have elevated positions. He stated that there is great opportunity to advance the issues the City has been working on, as the City has positioned those issues well. He stated that, this evening, two leaders of the Senate are meeting to discuss reinitiating the bonding bill that did not pass in the

last session. He stated that there was a very good series of meetings today and additional meetings that continue in the next week. He reported that there was a great meeting with the staff at Congressman Emmer's office in preparation of initiatives that they believe will be well received. He stated that there was a good meeting the other morning with the County Coalition and believed there is a strong sense of clarity in the approach everyone is taking with a more incremental approach for some of the major projects. He stated that Anoka has a very strong plan in place for Fairoak and Thurston and is moving ahead with some of the connectivity of other roads in that area that support that plan.

Councilmember Kuzma stated that the City has been continuing the contract for several years. He stated that it seems the focus has been shifted to Anoka with Fairoak and Thurston. He asked if the City's efforts are pushing those elements forward.

Mr. Tinklenberg stated that there has been support for the improvements at Thurston and Fairoak but the focus is bonding that supports the rail grade separation at Ramsey Boulevard. He noted that within the bonding bill being considered there is a line item for rail safety.

Councilmember Kuzma asked if both Sunfish and Ramsey would be completed.

Mr. Tinklenberg stated that the focus would be Ramsey Boulevard at this time as there are some issues with water management at Sunfish and therefore the decision was made to delay the Sunfish crossing until a better solution can be determined.

Councilmember Shryock thanked Mr. Tinklenberg for his work as he has made the goals of Ramsey clear. She explained that through the coalition there has been an agreement to work together on the projects in order, not just focusing on one city but continuing to address the priorities in order of need, which began with Armstrong. She stated that Ramsey received clear approval from the coalition that Ramsey can go forward with the rail safety funding request as the highway improvements continue. She stated that the City is making headway and beginning to see light at the end of the tunnel. She believed that if they continue to move forward they will see success in the future.

Mr. Tinklenberg thanked the Council for their time, noting that it is always a treat to work with Ramsey. He stated that when they walk into the room people immediately know about Highway 10.

Motion by Councilmember Shryock, seconded by Councilmember LeTourneau, to approve the contract extension with The Tinklenberg Group through June 2017.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Shryock, LeTourneau, Johns, Kuzma, and Riley. Voting No: None. Absent: Councilmember Williams.

7.07: Consider Adoption of Resolution #17-01-030 Accepting Feasibility Report for Improvement Project #17-02, Rivers Bend Street Reconstruction

City Engineer Westby stated that the three projects have been grouped together because they are similar, but will have different construction methods. He stressed that the City is at the point in each of these projects where they would have hoped to have been in November, so they are behind a bit, and therefore lagging in the schedule could have implications on the ability to complete the projects within the timeline. He reviewed the staff report and recommendation to adopt Resolution #17-01-030 accepting the Feasibility Report for Improvement Project #17-02, Rivers Bend Street Reconstruction as this will allow the project to be constructed as part of the 2018 Street Maintenance Program, and will allow for the use of special assessments to pay for a portion of the project costs per the applicable provisions of the City Charter, the City's Special Assessments Policy and Minnesota Statute Chapter 429.

Councilmember Kuzma received confirmation that this is a new process with a shorter timeline for construction.

City Engineer Westby stated that the curb is not being removed and replaced and therefore that will speed up the process and allow homeowners better access to their driveways. He stated that this project could potentially be done in two months.

Councilmember Kuzma asked if something is added to the reclaimed material to make it stronger.

City Engineer Westby stated that they are not proposing to add the additional material for this project as this residential road does not have the same design standards of a collector or State aide road.

Councilmember Riley noted that the corings were built into this project and asked if that would be done going forward as well.

City Engineer Westby stated that staff will build that element into future projects with Council concurrence.

Councilmember Riley stated that he would like to discuss the assessments further and asked at what point the assessment has been set.

City Engineer Westby replied at the point of the public hearing and therefore accepting the Feasibility Report does not lock the Council into the proposed assessments.

Councilmember Riley suggested bring that topic back to the Public Works Committee for further discussion, specific to something unique in this instance compared to the assessment policy as a whole.

Motion by Councilmember Kuzma, seconded by Councilmember Shryock, to Adopt Resolution #17-01-030 Accepting Feasibility Report for Improvement Project #17-02; Rivers Bend Street Reconstructions.

Further discussion: Mayor Strommen asked for information on the timeline for homeowners to move their irrigation systems.

City Engineer Westby stated that it would depend on the approvals provided for the project but stated that they would like to provide at least 10 to 15 days' notice.

Mayor Strommen stated that perhaps homeowners can be alerted that step will be necessary and additional notice would be provided closer to the project start time.

Councilmember LeTourneau stated that he is open to an alternative method with irrigation but cautioned the Council not to be too attached to this method as they may learn the previous method was the better method.

City Engineer Westby stated that this will be much less invasive than Andrie Street was but noted that staff will get the word out very early to provide residents with a few months to digest the information.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Kuzma, Shryock, Johns, LeTourneau, and Riley. Voting No: None. Absent: Councilmember Williams.

7.08: Consider Adoption of Resolution #17-01-029 Accepting Feasibility Report/Ordering Public Hearing for Improvement Project #17-00, Sunwood Drive Reconstruction

Councilmember LeTourneau left the meeting at 8:44 p.m.

City Engineer Westby reviewed the staff report and recommendation to adopt Resolution #17-01-028 accepting the Feasibility Report and ordering a public hearing for Improvement Project #17-00, Sunwood Drive Reconstruction as this will allow the project to be developed in a timely manner for construction in 2017.

Councilmember Kuzma asked if the reconstruction of the bike trail was included.

City Engineer Westby noted that is a recommendation within the report and would be considered in the future but not as part of this specific project.

Motion by Councilmember Shryock, seconded by Councilmember Johns, to Adopt Resolution #17-01-028 Accepting Feasibility Report and Ordering Public Hearing for Improvement Project #17-00, Sunwood Drive Reconstruction.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Johns, Kuzma, and Riley. Voting No: None. Absent: Councilmembers LeTourneau and Williams.

7.08A: Adopt Resolution #17-01-029 Accepting Feasibility Report/Ordering Plans and Specifications for Improvement Project #17-01, Alpine Drive Reconstruction

City Engineer Westby reviewed the staff report and recommendation to adopt Resolution #17-01-029 Accepting the Feasibility Report and Ordering Plans and Specifications for Improvement Project #17-01, Alpine Drive Reconstruction.

Councilmember Riley stated that he pulled this item from Consent to receive the information, and for the public to hear that information, on why the road is being repaired so quickly. He stated that they are going to do it right this time. He noted that bond funds will be used for this case and the previous case as the City does not have available MSA funds, even though the roads are MSA routes.

Motion by Councilmember Riley, seconded by Councilmember Kuzma, to Adopt Resolution #17-01-029 Accepting Feasibility Report and Ordering Plans and Specifications for Improvement Project #17-01, Alpine Drive Reconstruction.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Riley, Kuzma, Johns, and Shryock. Voting No: None. Absent: Councilmembers LeTourneau and Williams.

7.09: Consider Adoption of Resolution #17-01-031 Approving an Interim Structure for Community Development Department

Community Development Director Gladhill reviewed the staff report and recommendation to adopt Resolution #17-01-031 approving the interim structure for the Community Development Department. The Resolution proposes three specific actions: authorizes an interim structure for the Community Development Department assigning leadership of the Planning Division to the City Planner and assigning leadership of the Building Division to the Building Official; approves a temporary monthly stipend in the amount of $390 per month for the City Planner through December 31, 2017; and recognizes that the City of Ramsey recently approved a market rate adjustment for the Building Official and therefore no wage adjustment is being proposed at this time.

Councilmember Johns stated that this seems to make sense for staff and appreciated that staff is always looking for better ways to utilize the resources available.

Motion by Councilmember Johns, seconded by Councilmember Shryock, to Adopt Resolution #17-01-031 Approving an Interim Structure for the Community Development Department.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Johns, Shryock, Kuzma, Riley, and Shryock. Voting No: None. Absent: Councilmembers LeTourneau and Williams.

7.10: Consider Adoption of the 2017 City of Ramsey Legislative Platform

City Administrator Ulrich reviewed the staff report and recommendation to adopt the City of Ramsey Legislative Platform as presented, or amended, based on discussion.

Councilmember Shryock asked for clarification regarding the percentage of local communities around Ramsey that support an elected Metropolitan Council and whether Ramsey would want to support that language.

City Administrator Ulrich stated that he does not know the specific number but did not believe the majority support elected officials. He noted that he will do additional research and provide the results to the Council.

Mayor Strommen noted that this does reflect the position the Council took.

Motion by Councilmember Riley, seconded by Councilmember Johns, to Adopt the City of Ramsey 2017 Legislative Platform.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Riley, Johns, Kuzma, and Shryock. Voting No: None. Absent: Councilmembers LeTourneau and Williams.

7.11: Consider Approval of Request for Exemption to EDA Revolving Loan Fund Guidelines

Asst. City Administrator/Economic Development Manager Brama reviewed the staff report and recommendation of the EDA to support this exemption. The EDA felt the purpose of this program was to help Ramsey businesses, noting the program is very rarely used. He stated that generally this appears to be a reasonable request/opportunity to expand the ability to use this program. The EDA will still rely heavily on the underwriting process to determine if an applicant is credit worthy. The EDA believes some level of equity is needed in any project the City was involved with, in this specific scenario, five percent appears to be reasonable. The EDA has requested staff bring back a future case to update the EDA Revolving Loan Fund Policy.

Councilmember Riley stated that the EDA had a robust discussion on this topic and it was proposed to accept the five percent equity rather than ten percent. He stated that the EDA supports the change to five percent. He noted that perhaps this change will help utilization of the RLF program.

Motion by Councilmember Riley, seconded by Councilmember Johns, to allow for an exemption to the EDA RLF Guidelines, to allow for minimum equity, in the amount of five percent, for American Print and Digital.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Riley, Johns, Kuzma, and Shryock. Voting No: None. Absent: Councilmembers LeTourneau and Williams.

7.12: Stone Brook Academy Purchase Agreement for 1 Acre of City Owned Land Located within The COR (Portions may be closed to the public)

Asst. City Administrator/Economic Development Manager Brama reviewed the staff report and recommendations from the EDA and Planning Commission, noting that each group had a

different position on the request and reviewing the concerns and points of each group. He stated that everyone agrees that this is a great project and will be a great addition to Ramsey, the struggle is simply with the location. He stated that staff recommends that the land sale policy be updated to further outline a process moving forward.

Councilmember Riley stated that there were two different EDA meetings that dedicated a large amount of time. He stated that everyone agrees that this is a great project but struggles with the location. He stated that the EDA passed a recommendation to move forward with the project, but noted the question would be how this fits with the vision. He stated that his vision is to sell the land that is available for sale and fits within the zoning, which this request does, and therefore recommends moving forward.

Mayor Strommen noted that she spent considerable time processing this request and has struggled. She stated that other bodies have struggled with this as well because of the site selection as there is not a good framework for these types of decisions. She stated that she does have concerns with the remnant parcels and ensuring that the decisions made today do not negatively affect the future development. She asked whether the priority is to sell land versus whether the project fits the site. She stated that personally she cannot just want to sell the land. She stated that this is a great project that will fit within The COR but is unsure that it fits on this parcel. She did not feel like she had the right information to make a decision that she could feel good about.

Councilmember Kuzma stated that he agrees that this would be a great project but also struggles with the site and therefore is more in favor of the recommendation of the Planning Commission to review an alternative site.

Councilmember Riley stated that earlier this evening there was a discussion with the Planning Commission and it was pointed out that the vision is focused on wants and the City has nothing. He asked how long the City is willing to hold on to vacant land with a vision. He stated that this is a request to sell land to a business that will bring in traffic and could bring additional business.

Mayor Strommen stated that this is not the first time that the Council has said that the site selection is not right and were able to find a better site for the use. She stated that she is intrigued that the EDA was able to have two discussions and asked staff if they believe that the Planning Commission would benefit for another discussion.

Asst. City Administrator/Economic Development Manager Brama stated that there are people struggling with the project because of the location, issues with the lot, and remnant sites that would remain. He stated that a detailed analysis has not been completed and stated that if there is value in completing further analysis, staff could do that. He stated that he is unsure how that falls with the timelines for Mr. and Mrs. Johnson but would be happy to work with them on that.

Mayor Strommen stated that there are certain challenges whether this use goes on this site and is not aware of the tradeoffs. She asked the potential of the three lots if this were not placed in the middle, meaning what the City would be giving up versus what would be retained.

Councilmember Johns agreed with the comments of Mayor Strommen that this is a fabulous project that she would love to see come to Ramsey. She stated that she did not want the City to cut themselves short on this location and could perhaps move this user down one block. She agreed that additional information would be helpful.

Mayor Strommen stated that there is a lot of excitement from the City, there is simply a struggle with whether this is the right decision for the City and they would like the information necessary to determine if this is the best site for the business. She asked whether the applicants would be amenable to the timeline.

Michael Johnson stated that they started talking with staff in October of 2016. He stated that they had lived her for many years but now live in Andover. He stated that they have seen the growth and development in Ramsey and would like to be a part of that. He stated that they have been to all the lots in The COR, noting that each of the lots have their own appeal. He stated that the lots north of Coborn's are retail and therefore the school would not be a good fit. He stated that the areas from Casey's moving west are vacant and leave a lot of possibilities. He stated that the half acre lot remnant is not their fault. He stated that their school would bring 100 vehicles through The COR twice daily, which would bring additional business to those businesses in The COR. He stated that they chose the location they chose, not just for price, but because they feel that is the best fit and how they could best fit into The COR.

Mayor Strommen appreciated that and noted that is why the Council is excited. She asked if the applicants are willing to work with the City for a little more time to let the Planning Commission and Council become more comfortable, as the EDA did. She stated that they want to work with the applicants and are asking for additional time to let everyone get to the point of being comfortable.

Mr. Johnson stated that they are going to continue to work with the City but would like to stay within the school schedule.

Mrs. Johnson asked for additional input on the timeframe.

Community Development Director Gladhill reported that the Planning Commission meets the following week and then it could come back to the Council in February.

Asst. City Administrator/Economic Development Manager Brama agreed that the timeline could be targeted to come back to the Council the second week in February. He noted that having professional help for the mockup with put a question mark into the timeline and perhaps it comes back to the fourth week in February.

Mrs. Johnson stated that they were hoping to open for the 2017 school year and it probably does not look like that would happen. She thanked the Council for their time.

Mayor Strommen stated that the goal is not to delay the project, but this is the first time is it coming before the City Council and it is a complex decision. She stated that the Council is attempting to find a path to approve the request in a manner people are comfortable with.

Motion by Councilmember Kuzma, seconded by Councilmember Johns, to direct staff to bring the item back to the Planning Commission for further recommendation.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Kuzma, Johns, and Shryock. Voting No: Councilmember Riley. Absent: Councilmembers LeTourneau and Williams.

7.13: Right-of-Way Acquisition Loan Fund (RALF) Program: Case of 6401 Highway 10: Consider Purchase Agreement (Case may be closed to the public)

Asst. City Administrator/Economic Development Manager Brama reviewed the staff report and recommendation to move this project forward and approve the purchase agreement. He stated that the next major hurdle is removing the underground petroleum tanks and completing the Phase II ESA. If that process is clean, the City should be in a good position to close on the purchase; if not, staff will need to bring this case back for further discussion.

Councilmember Riley stated that this is a property that needs to be purchased as it is an eyesore, does not have access and is within the access corridor. He appreciated the work that has gone into protecting the City. He asked if this is the best way to handle the item.

Asst. City Administrator/Economic Development Manager Brama confirmed that he has received that guidance from the experts at Braun and the City Attorney.

Councilmember Kuzma recommended getting the other two bids before making a decision. He stated that once you hire someone they will pull the tanks out.

Motion by Councilmember Kuzma, seconded by Councilmember Riley, to approve the agreement with Series Sunfish of Athans Holdings, LLC for the purchase of Lot 2, Block 1, Sunfish Commons; subject to final review and amendments by the City Attorney and to authorize staff to complete final due-diligence; including removing the underground storage tanks and completing a Phase II ESA.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Kuzma, Riley, Johns, and Shryock. Voting No: None. Absent: Councilmembers LeTourneau and Williams.

8. MAYOR, COUNCIL AND STAFF INPUT

8.01: Receive Progress Report for the 2040 Comprehensive Plan Update

Community Development Director Gladhill provided an update on the 2040 Comprehensive Plan update process. He commended the Comprehensive Steering Committee for their efforts throughout this process.

City Administrator Ulrich announced upcoming meetings and events.

9. ADJOURNMENT

Motion by Councilmember Riley, seconded by Councilmember Kuzma, to adjourn the meeting.

Motion carried.

The regular meeting of the City Council adjourned at 10:14 p.m.

Respectfully submitted,

_____
Kurtis G. Ulrich
City Administrator

ATTEST:

_____
Jo Ann M. Thieling
City Clerk

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

CC Regular Session **4. 5.**

Meeting Date: 02/14/2017

By: Jo Thieling, Administrative Services

Information

Title

Approve Request to Declare Surplus Property

Purpose/Background:

Staff is requesting Council declare the following property surplus and authorize sale of same:

- Desk Lamps (2)
- Medavant CAD Printers (2)
- KVM & Cables
- POE Adapters for Phones (10)
- Ricoh 2015 Copier
- Humanscale Standing Station

Recommendation:

Staff recommends Council declare the above named items as surplus and authorize sale/auction of same.

Action:

Motion to declare the following items as surplus and authorize sale/auction of same:

- Desk Lamps (2)
- Medavant CAD Printers (2)
- KVM & Cables
- POE Adapters for Phones (10)
- Ricoh 2015 Copier
- Humanscale Standing Station

Attachments

No file(s) attached.

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	02/09/2017 03:35 PM
Form Started By: Jo Thieling		Started On: 02/06/2017 04:25 PM
Final Approval Date: 02/09/2017		

CC Regular Session **4. 6.**

Meeting Date: 02/14/2017

By: Diana Lund, Finance

Information

Title

Approve Renewal of the Master Agreement with OPUS 21 (Utility Billing Provider) for One Year

Purpose/Background:

The City currently contracts with OPUS 21 for utility billing services. OPUS 21 prints and distributes approximately 9,000 utility bills quarterly and handles all utility billing inquiries. For their services, OPUS 21 is paid approximately $55,000 annually.

The original contract (Master Services Agreement) with OPUS 21 was for the period of February 7, 2008 through February 6, 2013. On January 8, 2013, the City Council authorized a three year extension (February 7, 20013-February 6, 2016) with OPUS 21 via an Addendum to the Master Services Agreement. This Addendum included two (2) one-year renewal options at the City's discretion. The first year renewal option was for the period of February 7, 2016 - February 6, 2017 and the extension was authorized by City Council on January 26, 2016

It is being requested to authorize the second year option for the period of February 7, 2017 - February 6, 2018. The fourth- quarter billing for 2016 was completed on January 25, 2017, so the renewal period will cover 2017 billing services.
One change to the renewal option is that Opus 21 has inquired about a rate adjustment of approximately 2%. The attached 2nd Year Renewal Schedule of Service Fees reflects those services that have been increased to present Opus 21 with an approximate 1.85% or $1,020 annually based on 2016 billings. Opus 21 has not received a service fee cost increase prior to this request.

The utility billing contract extension will need to be brought forward to City Council at a later date. Outside of hosting utility billing services in-house, staff has not found, or is aware of, another full-service utility billing vendor.

Notification:

The renewal requires only the signatures of the Mayor and the City Administrator on the attached 2nd Year Renewal Option Form..

Observations/Alternatives:

Other than bringing the function of utility billing in-house, staff has not found another vendor that provides the utility billing service outside of OPUS 21. Most outside vendors are bill print only.

Funding Source:

All utility billing functions are paid through the respective Enterprise Funds of: Water, Sewer, Street Lighting, Recycling and Storm drainage.

Recommendation:

Staff recommends extending the service agreement with OPUS 21, with the service fee changes noted, for the period of February 7, 2017 - February 6, 2018.

Action:

Motion to approve the renewal of the Master Service Agreement with OPUS 21 for an additional year: February 7, 2017 - February 6, 2018 with the service fee changes noted.

Attachments

Master Agreement
1st Addendum to Master Agreement
1st Year Renewal Option 1-26-16
2nd Year Renewal Option
2nd Year Addendum Schedule of Service Fees

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	02/09/2017 02:30 PM
Form Started By: Diana Lund		Started On: 01/17/2017 11:16 AM
Final Approval Date: 02/09/2017		

OPUS[21] MANAGEMENT SOLUTIONS
MASTER AGREEMENT
WITH
THE CITY OF RAMSEY

OPUS[21] Agreement Number: 4031
Date: February 1st, 2008

THIS **OPUS[21] Master Agreement** (this "Agreement"), is made and entered into this 1st day of February, 2008, by and between **OPUS[21] MANAGEMENT SOLUTIONS, LLC** A Minnesota Limited Liability Company, 680 Commerce Dr., Suite 160, Woodbury, MN 55125, ("OPUS[21]") and the **CITY OF RAMSEY**, a Minnesota Municipal corporation 7550 Sunwood Drive, NW, Ramsey, Minnesota ("City").

OPUS[21] and City agree that all products and services to be provided by OPUS[21] to City shall be furnished only under the terms and conditions of this Agreement and its attached Schedules No. 1 and No. 2 (the "Schedules").

OPUS[21] is a technology product and service firm specializing in providing certain technology software products and services that OPUS[21] has developed, owns or leases.

City desires to purchase products or services from OPUS[21].

OPUS[21] desires to supply City pursuant to the terms and conditions contained in this Agreement and the Schedules.

NOW THEREFORE, in consideration of the mutual promises contained herein, it is agreed to as follows:

1 **Definition of Terms.** As used herein:

1.1 **"Project"** – The products and services provided by OPUS[21] for City.
1.2 **"Schedules"** – Attachments 1 and 2 to this Agreement, which are made a part of this Agreement for all purposes.
1.3 **"OPUS[21] Custom Software"** – Software developed by OPUS[21] specifically for City or OPUS[21] Core Software customized by OPUS[21] specifically for City.
1.4 **"OPUS[21] Core Software"** – Software developed or customized by OPUS[21] but not specifically for City.
1.5 **"OPUS[21] Software"** – OPUS[21] Custom Software and OPUS[21] Core Software. OPUS[21] Software does not include the Source Code.
1.6 **"Third-Party Software"** – Software in machine-readable form provided by OPUS[21] to City that is not developed or customized by OPUS[21]. Third-Party Software does not include the Source Code.
1.7 **"Software"** – OPUS[21] Software and Thirty-Party Software.
1.8 **"Source Code"** – A copy of the computer programming code in human-readable form.
1.9 **"Support Services Agreement"** – The Support Services Agreement that the parties may execute for all OPUS[21] Software provided to City by OPUS[21].

1.10 **"Service Bureau Processing"** – City's use of the OPUS[21] Software to provide commercial service bureau data processing services to Third-Party Customers.

1.11 **"Third-Party Customer"** – Third party utility service providers that provide utility services and obtain service bureau processing from City.

2 **Term of Agreement.** This Agreement shall be effective upon the date hereof and shall continue in force for a period of 60 months unless earlier terminated in accordance with the terms herein.

3 **Compensation.** The amount of compensation City shall pay OPUS[21] for the products and services provided by OPUS[21] hereunder shall be provided in the Schedules. All compensation shall be payable by City within 30 days of receipt of an invoice from OPUS[21]. City shall pay OPUS[21] a late payment charge of 1.5% per month or the maximum amount permitted by applicable law, whichever is less, on all amounts remaining unpaid when due.

4 **Limitation of Liability.** EXCEPT FOR INDEMNITY CLAIMS PURSUANT TO SECTION 10.1, AND EXCEPT FOR CLAIMS ARISING FROM THE MUTUAL NON-DISCLOSURE AGREEMENT, OPUS[21]'S LIABILITY ON ANY CLAIM OF DAMAGES ARISING OUT OF THIS AGREEMENT SHALL BE LIMITED TO DIRECT DAMAGES AND SHALL NOT EXCEED THE AMOUNTS PAID BY CITY TO OPUS[21] UNDER THIS AGREEMENT. IN NO EVENT SHALL OPUS[21] BE LIABLE TO CITY FOR ANY INDIRECT, SPECIAL OR CONSEQUENTIAL DAMAGES, OR ECONOMIC DAMAGES ARISING OUT OF OR RELATED TO THIS AGREEMENT OR THE PERFORMANCE OR BREACH THEREOF EXCEPT FOR SUBSTANTIAL PROVEN NEGLIGENCE BY OPUS[21]. IN NO EVENT SHALL OPUS[21] BE LIABLE TO THIRD-PARTY CUSTOMERS FOR ANY INDIRECT, SPECIAL OR CONSEQUENTIAL DAMAGES, OR ECONOMIC DAMAGES ARISING OUT OF OR RELATED TO THE USE OF OPUS[21] SOFTWARE IN SERVICE BUREAU PROCESSING.

5 **Confidentiality of City's Information.**

5.1 OPUS[21] acknowledges that City, subject to the State of Minnesota Date Privacy Law, regards as confidential and as a proprietary asset any information or materials that come to the attention of OPUS[21] by reason of (a) the presence of OPUS[21]'s agents, employees, or representatives at City's site, or (b) OPUS[21] furnishing services to City in connection with this Agreement (such information, materials, and records collectively being referred to as "City's Confidential or Proprietary Information").

5.2 OPUS[21] agrees to safeguard City's Confidential or Proprietary Information by holding it in strict confidence, disclosing it only to those employees, agents or contractors who have a need to know in order to provide services as agreed upon. In the event that a subpoena or other legal process that in any way concerns City's Confidential or Proprietary Information is served upon OPUS[21], then OPUS[21] agrees to notify City in a reasonable manner following receipt of such subpoena or other legal process, and OPUS[21] will reasonably cooperate with City, as requested by City, to contest the subpoena or other legal process (provided that City agrees to pay any expense OPUS[21] incurs in so doing).

5.3 OPUS[21] agrees to take all reasonable steps to prevent the disclosure, publication or dissemination of City's Confidential or Proprietary Information to any other person or entity, except where and to the extent specifically required by law.

5.4 Notwithstanding anything herein to the contrary, City's Confidential or Proprietary Information shall not include: (a) information that comes into the public domain except as a result of a breach of this confidentiality provision; (b) information received by OPUS[21] from a third party not under any obligation of confidentiality with respect thereto; (c) information that is independently developed by OPUS[21] personnel that have not had access to City's Confidential or Proprietary Information; (d) information required to be disclosed under operation of law; or (e) information approved in advance in writing for disclosure by City.

5.5 In addition to any rights or remedies that are provided by this Agreement, City shall have all other rights and remedies available in law and in equity for any violation of this Section 5 by OPUS[21]. Such rights and remedies shall be non-exclusive and cumulative.

6 **Intellectual Property.** All computer programs, including the OPUS[21] Software, related documentation, written procedures, copies of transcripts, Source Codes, and similar items are proprietary to and shall be considered trade secrets and confidential information remaining the property of OPUS[21]. City agrees that, other than those disclosures and records required to be made or maintained pursuant to Minnesota Law, it will not disclose to any third party at any time (either during or after termination of this Agreement) any OPUS[21] trade secrets or any other OPUS[21] secrets or confidential information, learned by City in connection with this Agreement. All documentation shall be returned to OPUS[21] upon termination of this Agreement. All original input data items shall remain the property of City and will be returned pursuant to City's instructions, except as may be required by the State of Minnesota Data Privacy Law. City shall retain or destroy all original input documentation and other documentation in accordance with its own procedures.

7 **Modification.**

7.1 Either party may modify this Agreement or any Schedules through mutual agreement of both parties.

7.2 In the Event of Default, as defined in Section 8 below, the non-defaulting party may terminate this Agreement or any Schedule.

7.3 In the event of modification for any reason, City will pay all amounts due and payable under this Agreement up to the effective date of modification, and City may retain and use any products or services delivered to City prior to the date of modification as governed by the terms and good standing of the Agreement.

8 **Events of Default.**

8.1 City's failure to make payments as provided herein.

8.2 A party's failure to perform any material covenant, agreement, obligation, term or condition contained herein; provided, however, the party's failure to perform as provided in this Section 8.2 shall not be an Event of Default if the defaulting party cures such default within thirty (30) days of receipt of written notice of default from the non-defaulting party or if the default cannot be cured within thirty (30) days, if the defaulting party commences cure within thirty (30) days of receipt of written notice and proceeds to cure such default within a reasonable period of time not to exceed 60 days from the date of default.

8.3 A party ceases to do business as a going concern, makes an assignment for the benefit of creditors, admits in writing its inability to pay debts as they become due, files a petition in bankruptcy (except in connection with a reorganization under which the business of such party is continued and performance of all of its obligations under this Agreement shall continue) or appoints a receiver, acquiesces in the appointment of a receiver or trustee, or liquidator for it or any substantial part of its assets or properties.

9 **Remedies on Default.** In addition to the right of modification provided in Section 7.3 above, the non-defaulting party shall have all of the rights and remedies available in law and in equity.

10 **Hold Harmless and Indemnification.**

10.1 **By OPUS^{21}.** OPUS^{21} shall indemnify, defend and hold harmless City against any loss, damage or expense incurred by City as a result of claims, actions or proceedings brought by any third party arising out of OPUS^{21}'s performance of this Agreement including City's reasonable attorney's fees and any money damages or costs awarded in respect of any such claim(s) and any suit raising any such claim(s); provided, however, that (a) City shall have given OPUS^{21} prompt written notice of any such claim, demand, suit or action; (b) City shall cooperate with said defense by complying with OPUS^{21}'s reasonable instructions and requests to City in connection with said defense; and (c) OPUS^{21} shall have control of the defense of such claim, suit, demand, or action and the settlement or compromise thereof.

10.2 **By City.** City shall indemnify, defend and hold harmless OPUS^{21} against any loss, damages or expense incurred by OPUS^{21} as a result of claims, actions or proceedings brought by any third party arising out of City's performance of this Agreement including OPUS^{21}'s reasonable attorney's fees and any money damages or costs awarded in respect of any such claim(s) and any suit raising any such claim(s); provided, however, that (a) OPUS^{21} shall have given City prompt written notice of any such claim, demand, suit or action; (b) OPUS^{21} shall cooperate with said defense by complying with City's reasonable instructions and requests to OPUS^{21} in connection with said defense; and (c) City shall have control of the defense of such claim, suit, demand, or action and the settlement or compromise thereof.

11 **Notices.** All notices and other communications under this Agreement must be in writing and shall be deemed to have been given if delivered personally, sent by facsimile (with confirmation), mailed by certified mail, or delivered by an overnight delivery service (with confirmation) to the parties at the following addresses or facsimile numbers (or at such other address or facsimile number as a party may designate by like notice to the other parties):

To OPUS^{21}:

OPUS^{21} Management Solutions, LLC
Attention: Lynn Shuba, President
680 Commerce Drive, Suite 160
Woodbury, MN 55125
Facsimile No.: (651) 905-0440

To City:

City of Ramsey
Attention: Finance Director
7550 Sunwood Drive NW
Ramsey, MN 55303
Facsimile No.: (763) 427-5543

Any notice or other communication shall be deemed to be given (a) on the date of personal delivery, (b) at the expiration of the third (3rd) day after the date of receipt in the United States Mail, or (c) on the date of confirmed delivery by facsimile or overnight delivery service.

12 **Governing Law/Dispute Resolution.** This agreement shall be governed by, construed, and enforced under and in accordance with the Laws of the State of Minnesota. In the event of any litigation arising under or construing this Agreement, Plaintiff agrees to bring any action in the State of Minnesota. Prior to either party commencing any legal action under this Agreement, the parties agree to try in good faith, to settle any dispute amicably between them. If any dispute arises between the parties either relating to this Agreement or in any way arising out of this Agreement then the complaining party shall provide a notice of such dispute, in writing, to the other party. Such notice shall include both a specific description of the disputed issues and suggested action(s) to remedy such dispute. The Parties shall thereafter attempt, in good faith, to settle such dispute. If no resolution of the dispute is reached within forty-five (45) days of the notice of dispute, then either party may pursue any legal remedy it may have available including instituting suit in a court of competent jurisdiction.

13 **Binding Nature and Assignment.** This Agreement shall bind the parties and their successors and permitted assigns. Neither party may assign this Agreement without the prior written consent of the other party, except that the term "Assignment" shall not include any transfer by merger, acquisition, stock transfer or other consolidation with another entity. Notwithstanding the foregoing, City shall effect no assignment or transfer by merger, acquisition, stock transfer, sale of substantially all of the assets or consolidation to or with any entity engaged substantially in the business of providing software and/or related services that are similar to the software and services provided by OPUS21.

14 **No Third Party Beneficiaries.** This Agreement gives no rights or benefits to anyone other than OPUS21 and City. OPUS21 reserves the right to enforce the terms and conditions of this Agreement against all Third-Party Customers.

15 **Force Majeure.** Neither party shall be in default by reason of any failure in the performance of this Agreement (except failure to pay) if such failure arises out of causes beyond its reasonable control. Such causes may include, but are not limited to, acts of God, acts of the public enemy, acts of government in either its sovereign or contractual capacity, acts of the party whose performance is not sought to be excused, fires, flood, weather, epidemics, quarantine restrictions, strikes, freight embargoes, failure of transmission or power supply, or other causes beyond its sole control. The party so affected will resume performance as soon as practicable after the force majeure event terminates.

16 **Entire Agreement.** This Agreement and the Schedules contain the entire understanding of the parties with respect to its subject matter, and supersedes and extinguishes all prior oral and written communications between the parties relative to its subject matter. No amendment to, or change, waiver or discharge of any provision of this Agreement shall be valid unless in writing and signed by any authorized representative of the party against which such amendment, change, waiver or discharge is sought to be enforced.

17 **Signature Authority.** Each party represents and warrants to the other that the signatory of that party is authorized to enter into this Agreement for and on behalf of that party.

18 **Relationship of the Parties.** The relationship of the parties established by this Agreement is solely that of independent contractors, and nothing contained in this Agreement shall be construed to (a) give any party the power to direct and control the day-to-day activities of the other; or (b) constitute such parties as partners, joint venturers, co-owners or otherwise as participants in a joint or common undertaking; or (c) make either party an agent of the other for any purpose whatsoever. Neither party nor its agents or employees is the representative of the other for any purpose, and neither has power or authority to act as agent, employee to represent, to act for, bind, or otherwise create or assume any obligation on behalf of the other.

19 **Approvals and Similar Actions**. Where agreement, approval, acceptance, consent or similar action by either party is required by any provision of this Agreement, such action shall not be unreasonably delayed or withheld, unless specifically permitted by this Agreement.

20 **Publicity.** Either party hereto may prepare press releases concerning the existence of this Agreement and may reference the other party and this Agreement in its advertising, sales promotions, trade shows, or other marketing material, subject to review, comment, revision and prior written approval of the other party which approval shall not be unreasonably delayed or withheld.

21 **Severability**. If any provision of this Agreement is held to be unenforceable, then both parties shall be relieved of all obligations arising under such provision, but only to the extent that such provision is unenforceable, and this Agreement shall be deemed amended by modifying such provision to the extent necessary to make it enforceable while preserving its intent or, if that is not possible, by substituting another provision that is enforceable and achieves the same objective and economic result. IT IS EXPRESSLY UNDERSTOOD AND AGREED THAT EACH PROVISION OF THIS AGREEMENT WHICH PROVIDES FOR A LIMITATION OF LIABILITY, DISCLAIMER OF WARRANTIES, INDEMNIFICATION OR EXCLUSION OF DAMAGES OR OTHER REMEDIES IS INTENDED TO BE ENFORCED AS SUCH. FURTHER, IT IS EXPRESSLY UNDERSTOOD AND AGREED THAT IN THE EVENT ANY REMEDY UNDER THIS AGREEMENT IS DETERMINED TO HAVE FAILED OF ITS ESSENTIAL PURPOSE, ALL LIMITATIONS OF LIABILITY AND EXCLUSIONS OF DAMAGES OR OTHER REMEDIES SHALL REMAIN IN EFFECT.

22 **Waiver**. No delay or omission by either party to exercise any right or power it has under this Agreement shall impair or be construed as a waiver of such right or power. A waiver by

either party of any covenant or breach shall not be construed to be a waiver of any succeeding breach or of any other covenant. All waivers must be in writing and signed by the party waiving its rights.

23 **Attorneys' Fees.** If any legal action or other proceeding is brought for the enforcement of this Agreement, or because of an alleged dispute, breach, default or misrepresentation in connection with any of the provisions of this Agreement, the prevailing party shall be entitled to recover reasonable attorneys' fees and other costs incurred in that action or proceeding, in addition to any other relief to which it may be entitled.

24 **Compliance with Laws.** Each party shall comply with all governmental, including federal, state, and local laws, statutes, rules and regulations applicable to this Agreement.

25 **Conflicts between Agreements.** In the event that any terms of this Master Agreement conflict with any Schedule(s), License Agreement, or Support Services Agreement, the specific terms of those particular schedules or agreements will govern.

Accepted by:

OPUS[21] Management Solutions, LLC
a Minnesota Limited Liability Company

By: _____
Lynn Shuba
Its: President

February 1st ,2008
Date

City of Ramsey,
a Minnesota Municipal Corporation

By: _____
Its: Mayor

Attest By: _____
Its: City Administrator

February 7 ,2008
Date

SCHEDULE NO. 1

BASE SERVICES AND COST

Parties: City of Ramsey **("City")**
7550 Sunwood Drive NW
Ramsey, MN 55303

OPUS[21] Management Solutions **("OPUS[21]")**
680 Commerce Dr., Suite 160
Woodbury, MN 55125

This Schedule is part of the **Master Agreement** between OPUS[21] and City dated February 1, 2008 and is OPUS[21] Agreement No. 4031.

NOW, THEREFORE, the parties agree as follows:

1. Term of Agreement.

The term of the agreement will be 60 months from the date hereof.

2. Cost of Services. CIS Data Hosting, Bill Print, Lockbox and Support Services

Quarterly Billing Agreement

City Information Systems (CIS) Data Hosting / Account / Qtr	$0.46
Personnel & Support / Account /Qtr	$0.24
Simplex Bill Print w/ Inner and Outer Envelopes	$0.12
Remittance Lockbox / Account Processed	$0.19
Call Center from 8:00 AM – 9:00 PM M-F / Account / Qtr	$0.14

Postage is a direct or pass-through cost.

Special notices and mailings at $0.30 per item plus postage and printing.

Meter reading option through RMR Services, LLC, a Minnesota Limited Liability Company, 9772 Isanti St NE, Blaine, MN 55449 with shared equipment with City of Big Lake.

OPUS[21] Management Solutions, LLC
a Minnesota Limited Liability Company

By: _____
Lynn Shuba
Its: President

February 1st ,2008
Date

City of Ramsey,
a Minnesota Municipal
Corporation

By: _____
Its: Mayor

Attest By: _____
Its: City Administrator

February 7 ,2008
Date

SCHEDULE NO. 2

CONVERSION OF DATA

Parties: City of Ramsey **("City")**
7550 Sunwood Drive NW
Ramsey, MN 55303

OPUS[21] Management Solutions **("OPUS[21]")**
680 Commerce Dr., Suite 160
Woodbury, MN 55125

This Schedule is part of the **Master Agreement** between OPUS[21] and City dated the 1st day of February, and is OPUS[21] Agreement No. 4031.

NOW, THEREFORE, the parties agree as follows:

1 Software.

1.1 OPUS[21] will provide City with City Information System/Utility Billing Software:

2 **Services.** OPUS[21] will provide City with the following services on an as needed basis:

2.1 Planning and Specifications
2.2 Fulfillment
2.3 Configuration
2.4 Data Migration
2.5 Training
2.6 Testing
2.7 Production and Post-Live Monitoring

3 **Specifications.** OPUS[21] shall analyze City's needs to determine the required functionality and processes of the Software and/or Services. After preparing such needs analysis, OPUS[21] shall prepare specifications for the Software and/or Services ("Specifications").

4 **City's Obligation.** City shall:

4.1 Designate a primary and a secondary project manager, including telephone numbers and e-mail addresses, within ten (10) days following the execution of this Schedule.
4.2 Perform all of its obligations hereunder in a time frame that permits OPUS[21] to meet the Delivery Schedule.
4.3 Provide accurate information and the necessary resources required for OPUS[21] to meet the Delivery Schedule.
4.4 Participate in all required reviews, testing, training, and perform all City testing as deemed necessary by OPUS[21] to ensure the compliance and adherence to all required functionality and processes as defined and documented throughout the Project.

5 Compensation.

5.1 The Services to be provided by OPUS[21] described in this Schedule No. 2 shall not exceed $20,000.

OPUS[21] Management Solutions, LLC
a Minnesota Limited Liability Company

By: _____
Lynn Shuba
Its: President

February 1st ,2008
Date

City of Ramsey,
a Minnesota Municipal
Corporation

By: _____
Its: Mayor

Attest By: _____
Its: City Administrator

February 7 ,2008
Date

RECD FEB 04 2013

Addendum to Master Services Agreement No. 4031

For the Purpose of Extension of Service Agreement To:

SCHEDULE NO. 1

BASE SERVICES AND COST

Parties: City of Ramsey ("City")
7550 Sunwood Drive NW
Ramsey, MN 55303

OPUS[21] Management Solutions ("OPUS[21]")
680 Commerce Dr., Suite 160
Woodbury, MN 55125

This Addendum is part of the **Master Agreement** between the City of Ramsey and OPUS[21] Management Solutions originated February 7, 2008.

NOW, THEREFORE, the parties agree as follows:

1. Term of Agreement.

The term of the agreement will be 36 months beginning February 7, 2013 with two (2) one year renewal options at the city's discretion.

2. Cost of Services. CIS Data Hosting, Bill Print, Lockbox and Support Services for Quarterly Billing:

City Information Systems (CIS) Data Hosting / Account / Qtr.	$0.37
Personnel & Support / Account / Qtr.	$0.19
Simplex Bill Print w/ Inner and Outer Envelopes	$0.12
E-billing	$0.07
Remittance Lockbox / Account Processed	$0.19
RevTrak / Account Processed	$0.08
Call Center from 8:00 AM – 9:00 PM / Account / Qtr.	$0.14
Dedicated E-mail / Per Month	$18.00
First Insert at No Charge – Additional Inserts	$0.03

Postage is a direct or pass-through cost.

Special notices and mailings at $0.30 per item plus postage and printing.

OPUS[21] Management Solutions, LLC

A Minnesota Limited Liability Company

By: _____

Lynn Shuba / President

1/30/13

Date

City of Ramsey,

A Minnesota Municipal Corporation

By: _____

Mayor

Attested By: _____

City Administrator

1/10/13

Date

NOTICE OF RENEWAL

OF

OPUS[21] MANAGEMENT SOLUTIONS
MASTER AGREEMENT

OPUS[21] Agreement Number: 4031
Date: February 1, 2008
Addendum: January 30, 2013

The City of Ramsey and OPUS[21] Management Solutions, LLC, entered into a 60-month Master Agreement dated February 1, 2008, for the provision of software products and related services (see attached Exhibit A). The term of that Agreement was extended through February 6, 2016, with the option of two additional one-year renewals at the City's discretion in the Addendum signed on January 30, 2013 (see attached Exhibit B).

The City hereby gives notice to OPUS[21] that the City elects to renew the Master Agreement for an additional year (through February 6, 2017) as provided in the Addendum. All other terms of the Master Agreement, as modified by the Addendum, remain unaltered.

CITY OF RAMSEY

Dated: 2-1-16

Sarah Strommen, Mayor

ATTEST:

Kurtis G. Ulrich, City Administrator

NOTICE OF RENEWAL

OF

OPUS[21] MANAGEMENT SOLUTIONS
MASTER AGREEMENT

OPUS[21] Agreement Number: 4031
Date: February 1, 2008
Addendum: January 30, 2013
1st Year Renewal Option: January 26, 2016

The City of Ramsey and OPUS[21] Management Solutions, LLC, entered into a 60-month Master Agreement dated February 1, 2008, for the provision of software products and related services (see attached Exhibit A). The term of that Agreement was extended through February 6, 2016, with the option of two additional one-year renewals at the City's discretion in the Addendum signed on January 30, 2013 (see attached Exhibit B).

The City hereby gives notice to OPUS[21] that the City elects to renew the Master Agreement for an additional year (through February 6, 2018) as provided in the Addendum. All other terms of the Master Agreement, as modified by the Addendum, remain unaltered.

CITY OF RAMSEY

Dated: _____

_____
Sarah Strommen, Mayor

ATTEST:

_____
Kurtis G. Ulrich, City Administrator

NOTICE OF RENEWAL OF

OPUS[21] MANAGEMENT SOLUTIONS MASTER AGREEMENT

OPUS[21] Agreement Number: 4031

Date: February 1, 2008

Addendum: January 20, 2013

1st Year Renewal Option: January 26, 2016

The city of Ramsey and OPUS[21] Management Solutions, LLC, entered into a 60-month Master Agreement dated February 1, 2008, for the provision of software products and related services (see attached Exhibit A). The term of that Agreement was extended through February 6, 2016, with the option of two additional one-year renewals at the City's discretion in the Addendum signed on January 30, 2013.

The City herby gives notice to OPUS[21] that the City elects to renew the Master Agreement for an additional year (through February 6, 2018) as provided in the addendum with the following changes:

Service	Current Cost	Renewal Cost
CIS Data Hosting	$0.37	$0.37
Bill Production	$0.19	$0.19
Bill Print	$0.12	$0.13
e-Billing	$0.07	$0.08
Payment Posting – Lockbox	$0.19	$0.20
Payment Posting – RevTrak	$0.08	$0.09
Customer Service	$0.14	$0.15

All other terms of the Master Agreement, as modified by the Addendum remain intact.

CITY OF RAMSEY

Dated: _____

_____

Sarah Strommen, Mayor

_____

Kurtis G. Ulrich, City Administrator

CC Regular Session **4. 7.**

Meeting Date: 02/14/2017

By: Jackie Lipski, Finance

Information

Title

Adopt Resolution #17-02-046 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of January 19, 2017 through February 8, 2017

Action:

Motion to Adopt Resolution #17-02-046 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of January 19, 2017 through February 8, 2017.

Attachments

Bills List 2/14/2017

Resolution 2/14/2017

Form Review

Inbox	Reviewed By	Date
Diana Lund	Diana Lund	02/08/2017 02:50 PM
Kurt Ulrich	Kurt Ulrich	02/09/2017 03:53 PM
Form Started By: Jackie Lipski		Started On: 02/08/2017 02:38 PM
Final Approval Date: 02/09/2017		

RAMSEY CITY COUNCIL MEETING

2/14/2017

BILLS LIST

DISBURSEMENTS TO BE APPROVED THIS MEETING:

DISBURSEMENT TYPE:	SUBMITTED FOR APPROVAL
Purchase Journal:	
Prepaids 1/19/17-2/8/17	520,990.86
Accounts Payable 1/19/17-2/8/17	579,442.91
Payroll 1/13/2017	152,910.97
Debt Service	525,942.50

TOTAL SUBMITTED FOR APPROVAL THIS MEETING **$ 1,779,287.24**

		APPROVED PREV. MTG	2017 Y.T.D.
DISBURSEMENTS PREVIOUSLY APPROVED AND PAID:			
	NET PAYROLL TOTAL	$ 139,982.88	$ 281,136.91
-	CORRECTION TO PAYROLL		
	PREPAIDS	265,906.42	399,705.81
-	PREPAID ADJUSTMENTS		
	WIRE TRANSFERS FOR DEBT SERVICE		
-	CORRECTION TO D.S.		
	ACCOUNTS PAYABLE INVOICING - PREVIOUS MEETING:		
-	BILLS LIST SUBMITTED	197,246.89	263,989.48
	ADD (DELETE) BILLS LIST SUBMITTED PAY ESTIMATE(S)	283,687.00	283,687.00
-	CHECKS VOIDED	0.00	0.00
TOTAL CASH DISBURSEMENTS PREVIOUSLY APPROVED		**$ 886,823.19**	**$ 1,228,519.20**

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
101888	1/19/2017		106583 DELTA DENTAL PLAN OF MINNESOTA						
		2,527.25	DENTAL INS JAN 2017		84897	6738788	9101.2170		DENTAL/DISABILITY/LIFE
		2,527.25							
101889	1/19/2017		114957 G S LAND LLC						
		125,237.25	PART REL SURETY-HARVEST ESTATE		84898	011817	9804.6433	00114767	REFUNDS
		125,237.25							
101890	1/19/2017		115574 HEALTHPARTNERS						
		34,962.00	JAN 2017 HEALTH INS,		84900	70158209	9101.2176		LIFE/HEALTH-EMPLOYEE
		34,962.00							
101891	1/19/2017		100351 NCPERS MINNESOTA						
		304.00	JAN 2017 LIFE INS		84901	7048117	9101.2170		DENTAL/DISABILITY/LIFE
		304.00							
101892	1/19/2017		107244 NORTHLAND TRUST SERVICES INC						
		135,000.00	REFUNDING BONDS 2004		84902	121316	9338.6602		BOND PRINCIPAL
		2,700.00	REFUNDING BONDS 2004		84902	121316	9338.6611		BOND INTEREST
		345,000.00	BONDS 2011A		84903	121316A	9345.6602		BOND PRINCIPAL
		43,242.50	BONDS 2011A		84903	121316A	9345.6611		BOND INTEREST
		525,942.50							
101893	1/19/2017		113737 RATWIK,ROSZAK AND MALONEY, PA						
		648.56	DEC 2016 SERVICES		84895	59814	0161.6304		LEGAL FEES
		58.00	DEC 2016 SERVICES		84895	59814	9230.6315		MISCELLANEOUS PROFES
		1,163.00	DEC 2016 SERVICES		84895	59814	9435.6304		LEGAL FEES
		29.00	DEC 2016 SERVICES		84895	59814	9497.6304		LEGAL FEES
		3,712.75	DEC 2016 RETAINER		84896	59815	0161.6304		LEGAL FEES
		137.75	DEC 2016 RETAINER		84896	59815	9412.6304		LEGAL FEES
		5,749.06							
101894	1/19/2017		114151 TASC (FEES)						
		204.20	DEC 2016 REBA/VEBA FEES		84894	IN958964	0130.6315		MISCELLANEOUS PROFES
		176.30	DEC 2016 FEES		84899	IN958964-2017	9101.2176		LIFE/HEALTH-EMPLOYEE
		380.50							
101895	1/24/2017		111377 ANOKA MUNICIPAL UTILITY						
		60.28	14034 DYSPROSIUM ST LIGHT		84908	22-610280-00 DEC	9603.6371		ELECTRIC UTILITIES
		35.45	BUNKER LAKE BLVD/DYSPROSIUM		84909	22-612000-01 DEC	0260.6371		ELECTRIC UTILITIES
		121.18	CTY RD 116/HWY 47 SIGNAL		84910	22-613120-01 DEC	0260.6371		ELECTRIC UTILITIES
		56.80	RAMSEY STREET LIGHTS		84911	22-990005-01 DEC	9603.6371		ELECTRIC UTILITIES
		273.71							
101896	1/24/2017		100297 CENTERPOINT ENERGY						
		141.04	14515 E TOWN CENTER DR		84912	8782239-1 DEC	9601.6373		GAS
		455.18	6701 HIGHWAY 10		84913	6011580-5 DEC	9410.6373	00041012	GAS
		5,718.46	7550 SUNWOOD DR		84914	6702493-5 DEC	0194.6373		GAS
		598.84	15050 ARMSTRONG BLVD		84915	5914352-9 DEC	0220.6373		GAS
		902.60	5650 ALPINE DR NW		84916	5961540-1 DEC	0220.6373		GAS
		7,816.12							

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
101897	1/24/2017		110734 CITY OF RAMSEY						Continued...
		20.00	635251734		84917	012417	9601.4651		WATER REVENUE
		400.15	622227297		84917	012417	9601.4651		WATER REVENUE
		80.00	723762		84917	012417	9601.4651		WATER REVENUE
		500.15							
101898	1/24/2017		100283 MENARDS COON RAPIDS						
		79.99	FIRE DEPT- SUPPLIES		84918	35695	0220.6249		MISCELLANEOUS OPERA
		79.99							
101899	1/24/2017		100284 MENARDS ELK RIVER						
		239.96	FIRE DEPT- MISC SUPPLIES		84919	23349	0220.6249		MISCELLANEOUS OPERA
		239.96							
101900	1/24/2017		115575 PETERSON,JOHN						
		894.43	REFUND ESCROW 113680		84920	012317	9804.6433	00113680	REFUNDS
		894.43							
101901	1/24/2017		100413 RANDALL, GOODRICH AND HAAG, P L.C.						
		1,566.25	2016 FORFEITURE BILLING		84921	012317	0223.6304		LEGAL FEES
		1,566.25							
101982	1/26/2017		111471 COMMERCIAL PARTNERS TITLE						
		5,000.00	EARNEST MONEY 6401 HIWAY 10		84929	012517	9410.6315		MISCELLANEOUS PROFES
		5,000.00							
101983	1/26/2017		106583 DELTA DENTAL PLAN OF MINNESOTA						
		2,289.15	FEB 2017 DENTAL INS.		84930	6773984	9101.2170		DENTAL/DISABILITY/LIFE
		2,289.15							
101984	1/26/2017		115574 HEALTHPARTNERS						
		34,962.00	FEB 2017 MEDICAL INS.		84931	70441976	9101.2176		LIFE/HEALTH-EMPLOYEE
		34,962.00							
101985	1/26/2017		114811 RESIDENCE AT THE COR APARTMENTS LLC						
		15,077.38	FEB 2017 TIF 4TH PYMT		84928	012417	9214.6433		REFUNDS
		91,934.77	FEB 2017 TIF 4TH PYMT		84928	012417	9214.6433		REFUNDS
		107,012.15							
101986	1/27/2017		100257 LAW ENFORCEMENT LABOR SRV INC						
		490.00			84800	0112171412542	9101.2177		UNION DUES
		490.00			84938	0126171031592	9101.2177		UNION DUES
		980.00							
101987	1/27/2017		100298 MN AFSCME COUNCIL 5						
		673.36			84801	0112171412543	9101.2177		UNION DUES
		673.36			84939	0126171031593	9101.2177		UNION DUES
		1,346.72							
101988	1/31/2017		115579 BECKER, LISA						
		14.09	UB REFUND 17295 VARIOLITE		84993	013017	9601.4651		WATER REVENUE
		14.09							
101989	1/31/2017		100297 CENTERPOINT ENERGY						
		1,137.90	DEC 16 SERVICE PW ACCTS		84999	8000014064-2 DEC 2016	0311.6373		GAS

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
101989	1/31/2017		100297 CENTERPOINT ENERGY						Continued...
		818.80	DEC 16 SERVICE PW ACCTS		84999	8000014064-2 DEC 2016	0452.6373		GAS
		379.30	DEC 16 SERVICE PW ACCTS		84999	8000014064-2 DEC 2016	9601.6373		GAS
		379.30	DEC 16 SERVICE PW ACCTS		84999	8000014064-2 DEC 2016	9602.6373		GAS
		379.30	DEC 16 SERVICE PW ACCTS		84999	8000014064-2 DEC 2016	9605.6373		GAS
		3,094.60							
101990	1/31/2017		106670 CENTRAL POWER DISTRIBUTORS INC						
		45.29	CHAIN AND FUEL LINE		84994	480710	0311.6249		MISCELLANEOUS OPERA
		45.29							
101991	1/31/2017		115318 CITI CARDS						
		27.06	JAN 2017 PURCHASES		84995	011717	0211.6208		MISCELLANEOUS OFFICE
		27.06							
101992	1/31/2017		110734 CITY OF RAMSEY						
		1.59	14700 TOWN CENTER DRIVE		84982	724470 QTR Q4 2016	0452.6372		WATER/IRRIGATION
		1.59	14779 ZEOLITE ST		84983	722164 QTR 4 2016	0452.6372		WATER/IRRIGATION
		1.59	16303 QUICKSILVER-IRRIG		84984	724931 QTR 4 2016	0452.6372		WATER/IRRIGATION
		106.59	7401 E RAMSEY PKWY		84985	724628 QTR 4 2016	0452.6372		WATER/IRRIGATION
		106.59	6860 RIVERDALE DR		84986	723960 QTR 4 2016	0452.6372		WATER/IRRIGATION
		39.39	14700 ERKIUM ST		84987	726294 QTR 4 2016	0452.6372		WATER/IRRIGATION
		120.62	16303 QUICKSILVER ST		84988	724874 QTR 4 2016	0452.6372		WATER/IRRIGATION
		126.83	7550 SUNWOOD DR NW		84989	444931294 QTR 4 2016	0194.6372		WATER/IRRIGATION
		108.18	7650 SUNWOOD DR NW		84990	444931372 QTR 4 2017	9240.6372		WATER/IRRIGATION
		240.07	6701 HWY 10		84991	719019 QTR 4 2016	9410.6372	00041012	WATER/IRRIGATION
		395.48	5650 ALPINE DRIVE NW		84992	726528 QTR 4 2016	0220.6372		WATER/IRRIGATION
		1,248.52							
101993	1/31/2017		108681 GM LAND COMPANY INC						
		40,228.91	CLOSE ESCROW 107682		84996	013017	9804.6433	00107682	REFUNDS
		40,228.91							
101994	1/31/2017		101103 SPRINT						
		154.62	DEC 2016/JAN 2017 SERVICE		84997	570683319-182	0130.6323		CELLULAR PHONES
		109.26	DEC 2016/JAN 2017 SERVICE		84997	570683319-182	0191.6323		CELLULAR PHONES
		54.63	DEC 2016/JAN 2017 SERVICE		84997	570683319-182	0240.6323		CELLULAR PHONES
		709.56	DEC 2016/JAN 2017 SERVICE		84997	570683319-182	0211.6323		CELLULAR PHONES
		98.89	DEC 2016/JAN 2017 SERVICE		84997	570683319-182	0194.6323		CELLULAR PHONES
		264.17	DEC 2016/JAN 2017 SERVICE		84997	570683319-182	0311.6323		CELLULAR PHONES
		282.27	DEC 2016/JAN 2017 SERVICE		84997	570683319-182	0452.6323		CELLULAR PHONES

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
101994	1/31/2017		101103 SPRINT						Continued...
		251.63	DEC 2016/JAN 2017 SERVICE		84997	570683319-182	0301.6323		CELLULAR PHONES
		179.60	DEC 2016/JAN 2017 SERVICE		84997	570683319-182	0220.6323		CELLULAR PHONES
		109.26	DEC 2016/JAN 2017 SERVICE		84997	570683319-182	0192.6321		TELEPHONE
		234.99	DEC 2016/JAN 2017 SERVICE		84997	570683319-182	9601.6323		CELLULAR PHONES
		2,448.88							
101995	1/31/2017		105706 TINKLENBERG GROUP INC						
		5,000.00	RETAINER 1 OF 5-FEB 2017		84998	2014	9400.6315		MISCELLANEOUS PROFES
		5,000.00							
101996	2/2/2017		100043 ANOKA COUNTY PROPERTY RECORDS TAXATION						
		716.10	TIF ADMIN FEES 2016		85036	013017	9208.6315		MISCELLANEOUS PROFES
		532.48	TIF ADMIN FEES 2016		85036	013017	9209.6315		MISCELLANEOUS PROFES
		863.00	TIF ADMIN FEES 2016		85036	013017	9214.6315		MISCELLANEOUS PROFES
		1,132.48	TIF ADMIN FEES 2016		85036	013017	9215.6315		MISCELLANEOUS PROFES
		2,185.62	SPECIAL ASSESSMENT		85038	013017A	0153.6489		OTHER CONTRACTED SEI
		2,577.31	SPECIAL ASSESSMENT		85038	013017A	9400.6315		MISCELLANEOUS PROFES
		8,006.99							
101997	2/2/2017		112019 CENTRAL HYDRAULICS INC						
		143.89	MISC PARTS		85039	0045174	0311.6257		OTHER VEHICLE PARTS
		9.60	HOSE COVERING		85040	0045171	0311.6257		OTHER VEHICLE PARTS
		188.43	PIPE/SWIVEL/HOSE		85041	0045173	0311.6257		OTHER VEHICLE PARTS
		341.92							
101998	2/2/2017		110734 CITY OF RAMSEY						
		22.66	725951		85042	020217	9601.4651		WATER REVENUE
		300.00	706940851		85042	020217	9601.4651		WATER REVENUE
		276.63	62855296		85042	020217	9601.4651		WATER REVENUE
		23.00	398002818		85042	020217	9601.4651		WATER REVENUE
		130.84	481465		85042	020217	9601.4651		WATER REVENUE
		22.66	726019		85042	020217	9601.4651		WATER REVENUE
		23.35	727377		85042	020217	9601.4651		WATER REVENUE
		22.66	40323049		85042	020217	9601.4651		WATER REVENUE
		30.00	719803		85042	020217	9601.4651		WATER REVENUE
		25.00	636718846		85042	020217	9601.4651		WATER REVENUE
		876.80							
101999	2/2/2017		101154 MCDUFF'S EATERY AND PUB						
		1,487.17	2017 HOLIDAY PARTY		85043	011317	0111.6249		MISCELLANEOUS OPERA
		1,487.17							
102000	2/2/2017		100621 MN DNR ECO WATERS						
		10,523.19	2016 WATER APPROPRIATION PERMI		85037	013117	9601.6439		OTHER MISCELLANEOUS
		10,523.19							
102001	2/2/2017		100368 OFFICE DEPOT						
		13.59	SHOE COVERS		85044	891559133001	0240.6208		MISCELLANEOUS OFFICE
		13.59							
102002	2/2/2017		112474 RAMSEY RETAIL RENTAL INC						
		400.00	DEP 2017 EDA BUSINESS EXPO		85045	013117	9230.6249	00923001	MISCELLANEOUS OPERA
		400.00							
102003	2/2/2017		100510 VERIZON WIRELESS						

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
102003	2/2/2017		100510 VERIZON WIRELESS						Continued...
		61.47	DEC 16- JAN 17 SERVICE		85047	9779047764	0130.6323		CELLULAR PHONES
		308.11	DEC 16- JAN 17 SERVICE		85048	9778476953	0220.6323		CELLULAR PHONES
		13.01	DEC 16- JAN 17 SERVICE		85049	9778385036	0301.6323		CELLULAR PHONES
		13.01	DEC 16- JAN 17 SERVICE		85049	9778385036	9601.6323		CELLULAR PHONES
		395.60							
102004	2/2/2017		113539 WINSUPPLY TWIN CITIES MN CO.						
		168.63	MISC SUPPLIES		85046	09820000	9601.6249		MISCELLANEOUS OPERA
		168.63							
102005	2/7/2017		100404 CENTURYLINK						
		65.35	FEB 2017 SERVICE		85106	763 422-1452 795 FEB 17	0452.6321		TELEPHONE
		65.35							
102006	2/7/2017		100167 CORNERSTONE FORD						
		509.15	WORK ON 566		85104	16166465/2	0220.6388		OTHER VEHICLE REPAIR
		509.15							
102007	2/7/2017		112564 HEALTH PARTNERS GROUP HEALTH-WORKSITE						
		46.00	JAN 2017 EAP		85107	W813448	9101.2176		LIFE/HEALTH-EMPLOYEE
		27.00	JAN 2017 EAP		85107	W813448	0130.6315		MISCELLANEOUS PROFES
		73.00							
102008	2/7/2017		100621 MN DNR ECO WATERS						
		1,229.44	2016 MN DNR WATER APPROP.		85105	020317	0452.6372		WATER/IRRIGATION
		1,229.44							
102009	2/7/2017		100351 NCPERS MINNESOTA						
		304.00	FEB 2017		85108	7048217	9101.2170		DENTAL/DISABILITY/LIFE
		304.00							
102010	2/7/2017		111137 WRIGHT HENNEPIN COOPERATIVE ELECTRIC						
		27.95	6701 HWY 10-YOUTH FIRST		85109	150-1687-1105 JAN 2017	9410.6315	00041012	MISCELLANEOUS PROFES
		29.94	5650 ALPINE DR FIRE STATION		85110	150-1691-2206 FEB 17	0220.6489		OTHER CONTRACTED SEI
		27.95	FEB 2017 SERVICE		85111	150-1682-6501 FEB 2017	0211.6489		OTHER CONTRACTED SEI
		24.95	7650 SUNWOOD DR		85112	150-1681-4280 DEC 2016	9240.6315		MISCELLANEOUS PROFES
		24.95	7550 SUNWOOD DR		85113	150-1681-6340 DEC 2016	0194.6489		OTHER CONTRACTED SEI
		135.74							
90404940	1/27/2017		100398 PUBLIC EMPLOYEES RETIREMENT ASSN						
		50.00			84922	0124171436241	9101.2174		PERA-EMPLOYEE
		50.00			84923	0124171436242	9101.2183		PERA-EMPLOYER
		17,242.22			84940	0126171031594	9101.2174		PERA-EMPLOYEE
		22,898.61			84941	0126171031595	9101.2183		PERA-EMPLOYER
		40,240.83							
94123376	1/27/2017		101306 IRS						
		130.61			84905	0123171526392	9101.2171		FEDERAL WITHHOLDING
		653.85			84906	0123171526393	9101.2173		FICA & MEDICARE-EMPL

CITY OF RAMSEY

Council Check Register by GL

Council Check Register and Summary

1/19/2017 -- 12/31/2017

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
									Continued...
94123376	1/27/2017		101306 IRS						
		653.85			84907	0123171526394	9101.2182		FICA & MEDICARE-EMPL(
		447.28			84925	0124171436244	9101.2171		FEDERAL WITHHOLDING
		395.25			84926	0124171436245	9101.2173		FICA & MEDICARE-EMPL(
		395.25			84927	0124171436246	9101.2182		FICA & MEDICARE-EMPL(
		25,018.78			84943	0126171031597	9101.2171		FEDERAL WITHHOLDING
		11,406.39			84944	0126171031598	9101.2173		FICA & MEDICARE-EMPL(
		11,406.39			84945	0126171031599	9101.2182		FICA & MEDICARE-EMPL(
		50,507.65							
98012717	1/27/2017		115568 ALERUS FINANCIAL NA						
		661.00			84937	01261710315914	9101.2176		LIFE/HEALTH-EMPLOYEE
		661.00							
99012717	1/27/2017		107962 TOTAL ADMINISTRATIVE SERVICE CORP						
		3,114.56			84933	01261710315910	9101.2176		LIFE/HEALTH-EMPLOYEE
		3,114.56							
99324918	1/27/2017		100223 ICMA RETIREMENT TRUST 457						
		1,795.33			84932	0126171031591	9101.2175		DEFERRED COMPENSATI(
		1,795.33							
99658160	1/27/2017		114790 GREAT WEST LIFE AND ANNUITY INS CO						
		4,475.00			84935	01261710315912	9101.2175		DEFERRED COMPENSATI(
		4,475.00							
99658644	1/27/2017		114790 GREAT WEST LIFE AND ANNUITY INS CO						
		1,235.07			84936	01261710315913	9101.2176		LIFE/HEALTH-EMPLOYEE
		1,235.07							
99857088	1/27/2017		100601 MN DEPT OF REV WH						
		215.37			84904	0123171526391	9101.2172		STATE WITHHOLDING
		113.99			84924	0124171436243	9101.2172		STATE WITHHOLDING
		9,873.45			84942	0126171031596	9101.2172		STATE WITHHOLDING
		10,202.81							
		1,046,933.36	Grand Total						

Payment Instrument Totals

Checks	934,701.11
EFT Payments	112,232.25
Total Payments	1,046,933.36

CITY OF RAMSEY
Create Payment Control Groups

Bank Account	00002224	CASH IN BANK
Version	LOGIS004V	
Originator	JLIPSKI	
Payment Instrument		Check Payment
Pay Through Date	12/31/2017	

Payee Number	Payee Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
111610	A DYNAMIC DOOR CO. INC.	NEW GARAGE OPENER PW	PV	84946	001	09101	1/16/2017	21701172	1,152.80
	A DYNAMIC DOOR CO. INC.	NEW GARAGE OPENER PW	PV	84946	002	09101	1/16/2017	21701172	698.51
	4588 194TH AVENUE NE EAST BETHEL MN 55092				Summary Total				1,851.31
					Payment Amount				1,851.31
100012	ACE SOLID WASTE INC	FEB 17 CITY RECYCLING	PV	85115	001	09604	2/1/2017	2492672	25,260.85
	ACE SOLID WASTE INC				Summary Total				25,260.85
	6601 MCKINLEY STREET NW	FIRE- FEB 2017 SERVICE	PV	85116	001	09101	2/1/2017	2504116	84.53
	RAMSEY MN 55303				Summary Total				84.53
		PW ACCTS FEB 2017	PV	85117	001	09101	2/1/2017	2492687	122.40
		PW ACCTS FEB 2017	PV	85117	002	09101	2/1/2017	2492687	40.80
		PW ACCTS FEB 2017	PV	85117	003	09101	2/1/2017	2492687	40.80
		PW ACCTS FEB 2017	PV	85117	004	09101	2/1/2017	2492687	40.80
		PW ACCTS FEB 2017	PV	85117	005	09101	2/1/2017	2492687	185.86
		PW ACCTS FEB 2017	PV	85117	006	09101	2/1/2017	2492687	146.54
					Summary Total				577.20
					Payment Amount				25,922.58
111385	ACHIEVE SERVICES INC	JAN 2017 SHREDDING	PV	85118	001	09101	2/3/2017	13427	103.20
	ACHIEVE SERVICES INC 1201 89TH AVENUE NE BLAINE MN 55434				Summary Total				103.20
					Payment Amount				103.20
107442	ALLDATA	RENEW -ALLDATA REPAIR 2017	PV	85080	001	09101	1/26/2017	FW456013 2017	1,500.00
	ALLDATA P O BOX 848379 DALLAS TX 75284-8379				Summary Total				1,500.00
					Payment Amount				1,500.00
100618	ANCOM COMMUNICATIONS INC	BATTERY/CHARGER	PV	85120	001	09101	1/30/2017	66454	138.00
	ANCOM COMMUNICATIONS INC 1800 EAST CLIFF ROAD SUITE 17 BURNSVILLE MN 55337				Summary Total				138.00
					Payment Amount				

Bank Account	00002224	CASH IN BANK
Version	LOGIS004V	
Originator	JLIPSKI	
Payment Instrument		Check Payment
Pay Through Date	12/31/2017	

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
									138.00
107526	ANCOM TECHNICAL CENTER	MHZ RADIOS	PV	85119	001	09101	1/25/2017	66321	528.00
	ANCOM TECHNICAL CENTER 1800 EAST CLIFF ROAD SUITE 17 BURNSVILLE MN 55337			Summary Total					528.00
				Payment Amount					528.00
100029	ANOKA AREA CHAMBER OF COMMERCE	2017 GALA DINNER	PV	85081	001	09101	1/23/2017	017774	1,000.00
	ANOKA AREA CHAMBER OF COMMERCE 12 BRIDGE SQUARE ANOKA MN 55303			Summary Total					1,000.00
				Payment Amount					1,000.00
100035	ANOKA COUNTY CENTRAL COMMUNICATIONS	RADIO EQUIPMENT	PV	84948	001	09101	1/17/2017	2017015	51,906.00
	ANOKA COUNTY CENTRAL COMMUNICATIONS	RADIO EQUIPMENT	PV	84948	002	09101	1/17/2017	2017015	6,904.50
	325 EAST MAIN STREET	RADIO EQUIPMENT	PV	84948	003	09101	1/17/2017	2017015	103,812.00
	ANOKA MN 55303			Summary Total					162,622.50
		DEC 16 INTERNET ACCESS	PV	85051	001	09101	1/18/2017	2016-365	572.57
				Summary Total					572.57
		OCT-DEC 16 STATE ACCESS FEE	PV	85052	001	09101	1/13/2017	2016-355	900.00
				Summary Total					900.00
		800MHZ RADIO SYSTEM	PV	85154	001	09234	1/30/2017	2017019	113,164.24
		800MHZ RADIO SYSTEM	PV	85154	002	09234	1/30/2017	2017019	56,900.00
				Summary Total					170,064.24
				Payment Amount					334,159.31
100040	ANOKA COUNTY FIRE PROTECTION COUNCIL	PSDS COST 2017	PV	85121	001	09101	1/22/2017	16-068	6,983.00
	ANOKA COUNTY FIRE PROTECTION COUNCIL 1710 COUNTY HIGHWAY 10 SPRING LAKE PARK MN 55432			Summary Total					6,983.00
				Payment Amount					6,983.00

Bank Account	00002224	CASH IN BANK
Version	LOGIS004V	
Originator	JLIPSKI	
Payment Instrument		Check Payment
Pay Through Date	12/31/2017	

Payee Number	Payee Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
107587	ANOKA COUNTY TREASURY DEPARTMENT	2017 GRANT MATCH	PV	84947	001	09290	1/17/2017	S170117H	5,125.00
	ANOKA COUNTY TREASURY DEPARTMENT					Summary Total			5,125.00
	2100 THIRD AVENUE	2016 CREDIT REPORTS	PV	85050	001	09101	1/17/2017	CRD0117017B	16.83
	ANOKA MN 55303					Summary Total			16.83
						Payment Amount			5,141.83
100063	ASPEN MILLS	M. HAGER PANTS/JACKET	PV	85000	001	09101	1/18/2017	192765	276.40
	ASPEN MILLS					Summary Total			276.40
	8201 C CENTRAL AVE NE	MISC D. WEIGMAN	PV	85122	001	09101	1/26/2017	193212	194.80
	SPRING LAKE PARK MN 55432					Summary Total			194.80
		A. SCHRAG MISC	PV	85123	001	09101	1/26/2017	193211	276.40
						Summary Total			276.40
		C. WEISS MISC	PV	85153	001	09101	2/2/2017	193577	276.40
						Summary Total			276.40
		A. MERIT - NAME TAGS	PV	85155	001	09101	2/2/2017	193578	22.85
						Summary Total			22.85
		STOCK NAME TAGS	PV	85156	001	09101	2/2/2017	193581	100.30
						Summary Total			100.30
		BADGE FOR PLAQUE	PV	85157	001	09101	2/2/2017	193580	66.50
						Summary Total			66.50
						Payment Amount			1,213.65
107246	ASSOCIATION OF MN BUILDING OFFICIALS	2017 MEMBERSHIP DUES	PV	84949	001	09101	1/23/2017	012317	200.00
	ASSOCIATION OF MN BUILDING OFFICIALS ATTENTION: LARRY HUFF 9820 42ND STREET NE ST MICHAEL MN 55376					Summary Total			200.00
						Payment Amount			200.00
115581	AT AND T NATIONAL COMPLIANCE CENTER	LEA TRACKING NUMBERS	PV	85082	001	09101	1/19/2017	235274	250.00
	AT AND T NATIONAL COMPLIANCE CENTER 11760 US HIGHWAY 1 SUITE 600 NORTH PALM BEACH FL 33408					Summary Total			250.00
						Payment Amount			250.00

Bank Account	00002224	CASH IN BANK
Version	LOGIS004V	
Originator	JLIPSKI	
Payment Instrument		Check Payment
Pay Through Date	12/31/2017	

Payee Number	Payee Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
106346	BAUER BUILT INCORPORATED	WORK ON 662	PV	85001	001	09101	1/18/2017	940041975	1,582.18
	BAUER BUILT INCORPORATED 8270 W 35W SERVICE DR BLAINE MN 55449				Summary Total				1,582.18
					Payment Amount				1,582.18
100480	BEARENCE MANAGEMENT GROUP LLC	2017 AGENCY FEES	PV	84950	001	09101	1/23/2017	551438	6,200.00
	BEARENCE MANAGEMENT GROUP LLC P O BOX 64016 ST PAUL MN 55164				Summary Total				6,200.00
					Payment Amount				6,200.00
100086	BLUE VELVET INC	FEB 2017 PD WASHES	PV	85124	001	09101	2/6/2017	020617	299.50
	BLUE VELVET INC 14101 ST FRANCIS BLVD RAMSEY MN 55303				Summary Total				299.50
					Payment Amount				299.50
112595	BMI	2017 FEES	PV	84953	001	09101	1/24/2017	9431215	342.00
	BMI 10 MUSIC SQUARE E NASHVILLE TN 37203				Summary Total				342.00
					Payment Amount				342.00
100647	BOLTON AND MENK, INC	OCT-DEC 2016 MISS RIVER TRL	PV	85053	001	09805	1/24/2017	0199255	4,536.75
					Summary Total				4,536.75
	1960 PREMIER DRIVE	SEPT-DEC 16 MISS SKYWAY	PV	85054	001	09101	1/24/2017	0199263	1,502.50
	MANKATO MN 56001-5900				Summary Total				1,502.50
		JAN 17 RIVERDALE EXT	PV	85083	001	09497	1/24/2017	0199257	1,062.50
					Summary Total				1,062.50
					Payment Amount				7,101.75
103641	BOYER TRUCKS ROGERS	MISC PARTS FOR 672	PV	85002	001	09101	1/17/2017	473601	4,592.97
	BOYER TRUCKS	MISC PARTS FOR 672	PV	85002	002	09101	1/17/2017	473601	968.60
	2601 NE BROADWAY				Summary Total				5,561.57

CITY OF RAMSEY
Create Payment Control Groups

Bank Account	00002224	CASH IN BANK
Version	LOGIS004V	
Originator	JLIPSKI	
Payment Instrument		Check Payment
Pay Through Date	12/31/2017	

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	MINNEAPOLIS MN 55413	FUEL CHARGE	PV	85003	001	09101	1/19/2017	473731	36.61
				Summary Total					36.61
		CIRCUIT BREAKER	PV	85084	001	09101	1/25/2017	177635R	24.94
				Summary Total					24.94
				Payment Amount					5,623.12
100619	BRAUN INTERTEC CORPORATION	PRE DEMO 6401 HIWAY 10	PV	84951	001	09410	1/18/2017	B083371	1,712.10
	BRAUN INTERTEC CORPORATION			Summary Total					1,712.10
	NW 7644 PO BOX 1450	6401 ENVIRO SITE ASSESSMENT	PV	84952	001	09410	1/18/2017	B083372	3,850.00
	MINNEAPOLIS MN 55485-7644			Summary Total					3,850.00
				Payment Amount					5,562.10
115596	C AND J ENTERTAINMENT LLC	DEP FOR OUTDOOR MOVIE 5/5/17	PV	85158	001	09101	2/7/2017	020717	495.00
	C AND J ENTERTAINMENT LLC 4743 EUROPA TRAIL NORTH HUGO MN 55038			Summary Total					495.00
				Payment Amount					495.00
110536	CBIZ FINANCIAL SOLUTIONS INC	3RD & 4TH QTRS 2016 FEES	PV	85055	001	09101	1/19/2017	C19954-4Q16	85.77
	CBIZ FINANCIAL SOLUTIONS INC P O BOX 643792 CINCINNATI OH 45264-3792			Summary Total					85.77
				Payment Amount					85.77
112019	CENTRAL HYDRAULICS INC	MISC PARTS	PV	84954	001	09101	1/12/2017	0045268	66.03
				Summary Total					66.03
	CENTRAL HYDRAULICS INC 21877 INDUSTRIAL COURT	MISC PARTS	PV	84955	001	09101	1/13/2017	0045277	119.73
	ROGERS MN 55374			Summary Total					119.73
		MISC PARTS	PV	85159	001	09101	2/3/2017	0045634	65.64
				Summary Total					65.64
		MISC PARTS	PV	85172	001	09101	2/7/2017	0045666	60.57
				Summary Total					60.57
				Payment Amount					311.97

Bank Account	00002224	CASH IN BANK
Version	LOGIS004V	
Originator	JLIPSKI	
Payment Instrument		Check Payment
Pay Through Date	12/31/2017	

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
114549	CHET S SHOES INC	PW BOOTS	PV	85007	001	09101	1/15/2017	34860	450.00
	CHET S SHOES INC	PW BOOTS	PV	85007	002	09101	1/15/2017	34860	150.00
	8870 RENDOVA STREET NE CIRCLE PINES MN 55014			Summary Total					600.00
				Payment Amount					600.00
108228	COBORN'S INC	HOLLOM- FLOWERS	PV	85160	001	09101	1/6/2017	103108891	37.49
	COBORN'S INC 1921 COBORN BLVD ST CLOUD MN 56301			Summary Total					37.49
				Payment Amount					37.49
100112	COMMISSIONER OF TRANSPORTATION	NOV 16 SERVICES	PV	85056	001	09435	12/23/2016	P00007369	1,655.40
	COMMISSIONER OF TRANSPORTATION			Summary Total					1,655.40
				Payment Amount					1,655.40
100167	CORNERSTONE FORD	REPAIR ON 405	PV	85008	001	09101	1/11/2017	16167157/1	844.58
	CORNERSTONE FORD 17219 HIGHWAY 10 NW PO BOX 304 ELK RIVER MN 55330			Summary Total					844.58
				Payment Amount					844.58
100125	COUNTRYSIDE PRINTING INC	ENVELOPES	PV	84956	001	09101	1/18/2017	34467	359.00
	COUNTRYSIDE PRINTING 6250 BUNKER LAKE BLVD NW SUITE 113 RAMSEY MN 55303			Summary Total					359.00
		DOG LICENSE FORMS	PV	85171	001	09101	1/27/2017	34485	69.50
				Summary Total					69.50
				Payment Amount					428.50
100129	CRYSTEEL TRUCK EQUIPMENT	PIGTAIL PIN	PV	85085	001	09101	1/25/2017	FP164190	42.30
	CRYSTEEL MANUFACTURING 1130 73RD AVENUE NE FRIDLEY MN 55432			Summary Total					42.30
		BLADES	PV	85086	001	09101	1/30/2017	F39709	715.77
				Summary Total					715.77

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				Payment Amount					758.07
113306	DEFINITIVE TECHNOLOGY SOLUTIONS INC	PRINTER CONTRACT JAN/FEB 2017	PV	85126	001	09101	1/22/2017	INV138654	228.64
	DEFINITIVE TECHNOLOGY SOLUTIONS INC 9401 JAMES AVENUE SOUTH SUITE 120 BLOOMINGTON MN 55431			Summary Total					228.64
				Payment Amount					228.64
100144	DEHN OIL COMPANY	DIESEL FUEL	PV	85009	001	09101	1/23/2017	45458	396.95
	DEHN OIL COMPANY			Summary Total					396.95
	6735 141ST AVENUE NW	DIESEL FUEL	PV	85010	001	09101	1/23/2017	45459	1,025.00
	RAMSEY MN 55303			Summary Total					1,025.00
		DIESEL NOZZLE	PV	85011	001	09101	1/12/2017	25096496	76.95
				Summary Total					76.95
		OIL	PV	85012	001	09101	1/12/2017	25096498	138.45
				Summary Total					138.45
		OIL/ LUBE	PV	85013	001	09101	1/12/2017	25096497	141.38
				Summary Total					141.38
		DIESEL FUEL	PV	85014	001	09101	1/11/2017	45223	328.00
				Summary Total					328.00
		DIESEL FUEL	PV	85015	001	09101	1/11/2017	45222	1,401.00
				Summary Total					1,401.00
				Payment Amount					3,507.73
107691	DEPT EMPLOYMENT AND ECONOMIC DEVELOPMENT	2016 4TH QTR	PV	85057	001	09702	1/10/2017	07982002 4TH QTR 16	896.26
	DEPT EMPLOYMENT AND ECONOMIC DEVELOPMENT 332 MINNESOTA STREET SAINT PAUL MN 55101-1351			Summary Total					896.26
				Payment Amount					896.26
100158	ECM PUBLISHERS INC	2017 BUDGET SUMMARY	PV	84957	001	09101	1/20/2017	450670	123.63
	ECM PUBLISHERS INC			Summary Total					123.63
	4095 COON RAPIDS BLVD	COMP PLAN HAGMAN/PEARSON	PV	84958	001	09101	1/20/2017	450672	107.50
	COON RAPIDS MN 55433			Summary Total					107.50
		RE: REGENCY COMMONS	PV	84959	001	09804	1/20/2017	450671	129.00

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				Summary Total					129.00
		ORD-17-01 SIGNS	PV	85016	001	09101	1/13/2017	448855	69.88
				Summary Total					69.88
				Payment Amount					430.01
106624	EHLERS AND ASSOCIATES, INC	DEC 16 COR TIF ANALYSIS	PV	85058	001	09230	1/10/2017	72531	402.50
	EHLERS & ASSOCIATES, INC 3060 CENTRE POINTE DRIVE ROSEVILLE MN 55113-1105			Summary Total					402.50
		DEC 2016 GENERAL TIF	PV	85059	001	09230	1/10/2017	72534	376.25
				Summary Total					376.25
		DEC 2016 COR TIF	PV	85060	001	09230	1/10/2017	72533	537.50
				Summary Total					537.50
		COR APARTMENTS	PV	85061	001	09214	1/10/2017	72532	172.50
				Summary Total					172.50
				Payment Amount					1,488.75
104267	ELITE SANITATION	ICE RINK PORT. TOILET	PV	85062	001	09101	12/31/2016	23777	108.00
	ELITE SANITATION PO BOX 526 ELK RIVER MN 55330			Summary Total					108.00
				Payment Amount					108.00
113991	EMERGENCY RESPONSE SOLUTIONS	FIRE HELMET	PV	84960	001	09101	1/10/2017	7878	200.92
	EMERGENCY RESPONSE SOLUTIONS 4817 VIKING BLVD SUITE 102 EAST BETHEL MN 55092			Summary Total					200.92
		HELMETS	PV	85017	001	09101	1/16/2017	7873	1,498.63
				Summary Total					1,498.63
		BATTERIES	PV	85127	001	09101	1/23/2017	7938	969.28
				Summary Total					969.28
		3 FIRE HELMETS	PV	85128	001	09101	1/25/2017	8003	710.21
				Summary Total					710.21
				Payment Amount					3,379.04
113321	FACTORY MOTOR PARTS CO	MISC SUPPLIES 688	PV	84961	001	09101	1/20/2017	6-1464645	20.58
	FACTORY MOTOR PARTS CO			Summary Total					20.58

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	BIN 139107	SPLASHWASH	PV	84962	001	09101	1/23/2017	6-1464739	35.82
				Summary Total					35.82
	P O BOX 9107								
	MINNEAPOLIS MN	OIL FILTERS	PV	85129	001	09101	2/1/2017	6-1465494	29.88
	55480-9107								
				Summary Total					29.88
		MISC FOR 637	PV	85130	001	09101	2/2/2017	6-1465588	99.26
				Summary Total					99.26
				Payment Amount					185.54
107099	FASTENAL	CLAMPS	PV	84963	001	09101	1/13/2017	MNTC8148508	3.03
	FASTENAL COMPANY			Summary Total					3.03
	P O BOX 978	MISC PARTS	PV	84964	001	09101	1/13/2017	MNTC8148495	51.60
	WINONA MN 55987			Summary Total					51.60
		MISC PARTS	PV	84965	001	09101	1/12/2017	MNTC8148464	17.90
				Summary Total					17.90
		MISC SUPPLIES	PV	85087	001	09101	1/26/2017	MNTC8148913	39.34
				Summary Total					39.34
		MISC SUPPLIES	PV	85088	001	09101	1/27/2017	MNTC8148559	10.24
				Summary Total					10.24
				Payment Amount					122.11
100143	FERGUSON WATERWORKS # 2516	MISC PARTS	PV	85018	001	09601	1/11/2017	0229603	17,628.11
	FERGUSON WATERWORKS 2516			Summary Total					17,628.11
	P O BOX 802817	MISC PARTS	PV	85019	001	09601	1/10/2017	0229602	30.52
	CHICAGO IL 60680-2817			Summary Total					30.52
		4 FIRE HYD DIR READ USG	PV	85020	001	09601	1/10/2017	0228029-1	486.55
				Summary Total					486.55
		MISC PARTS	PV	85089	001	09601	1/23/2017	0230111	1,306.00
				Summary Total					1,306.00
		MISC PARTS	PV	85090	001	09601	1/25/2017	0230198	999.97
				Summary Total					999.97
				Payment Amount					20,451.15
112421	FIRST SCRIBE	ROW WAY APP FEB 17	PV	85173	001	09101	2/1/2017	2472295	200.00
	FIRST SCRIBE			Summary Total					200.00
	110 CHESHIRE LANE SUITE 105								

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	MINNETONKA MN 55305								
				Payment Amount					200.00
100181	FIRST STATE TIRE RECYCLING INC	RECYCLE TIRES- PW	PV	85151	001	09101	12/6/2016	120616	43.20
	FIRST STATE TIRE RECYCLING 1500 278TH LANE NE ISANTI MN 55040			Summary Total					43.20
				Payment Amount					43.20
106428	FORCE AMERICA INC	JOYSTICK PRO	PV	85174	001	09101	2/2/2017	IN001-1117592	248.32
	FORCE AMERICA INC 501 EAST CLIFF ROAD SUITE 100 BURNSVILLE MN 55337			Summary Total					248.32
				Payment Amount					248.32
100189	G AND K SERVICES INC	FIRE MATS	PV	84966	001	09101	1/18/2017	1006296039	16.56
	G AND K SERVICES INC			Summary Total					16.56
	P O BOX 842385	UNIFORM CLEANING	PV	85021	001	09101	1/18/2017	1006296041	21.00
	BOSTON MA 02284-2385	UNIFORM CLEANING	PV	85021	002	09101	1/18/2017	1006296041	5.00
		UNIFORM CLEANING	PV	85021	003	09101	1/18/2017	1006296041	27.69
		UNIFORM CLEANING	PV	85021	004	09101	1/18/2017	1006296041	27.69
				Summary Total					81.38
		UNIFORM CLEANING	PV	85022	001	09101	1/11/2017	1006284777	21.00
		UNIFORM CLEANING	PV	85022	002	09101	1/11/2017	1006284777	5.00
		UNIFORM CLEANING	PV	85022	003	09101	1/11/2017	1006284777	26.52
		UNIFORM CLEANING	PV	85022	004	09101	1/11/2017	1006284777	26.52
				Summary Total					79.04
		UNIFORM CLEANING	PV	85091	001	09101	1/25/2017	1006307362	21.00
		UNIFORM CLEANING	PV	85091	002	09101	1/25/2017	1006307362	5.00
		UNIFORM CLEANING	PV	85091	003	09101	1/25/2017	1006307362	26.52
		UNIFORM CLEANING	PV	85091	004	09101	1/25/2017	1006307362	26.52
				Summary Total					79.04
		MATS- FIRE DEPARTMENTS	PV	85131	001	09101	1/25/2017	100637364	13.20
				Summary Total					13.20
		UNIFORM CLEANING	PV	85175	001	09101	2/1/2017	1006318647	21.00
		UNIFORM CLEANING	PV	85175	002	09101	2/1/2017	1006318647	5.00
		UNIFORM CLEANING	PV	85175	003	09101	2/1/2017	1006318647	30.69
		UNIFORM CLEANING	PV	85175	004	09101	2/1/2017	1006318647	30.69
				Summary Total					87.38

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				Payment Amount					356.60
100200	GOPHER STATE ONE CALL INC	2017 ANNUAL FEE	PV	85023	001	09601	1/31/2017	7000662	33.33
	GOPHER STATE ONE CALL	2017 ANNUAL FEE	PV	85023	002	09601	1/31/2017	7000662	33.33
	7223 PARKWAY DRIVE	2017 ANNUAL FEE	PV	85023	003	09601	1/31/2017	7000662	33.34
	SUITE 210								
	HANOVER MD 21076-1317			Summary Total					100.00
		65 TICKETS	PV	85132	001	09601	1/31/2017	7010661	29.25
		65 TICKETS	PV	85132	002	09601	1/31/2017	7010661	29.25
		65 TICKETS	PV	85132	003	09601	1/31/2017	7010661	29.25
				Summary Total					87.75
				Payment Amount					187.75
100650	GRAINGER	CORK BOARD/V BELT	PV	85161	001	09101	2/2/2017	9349127606	244.28
	GRAINGER INC			Summary Total					244.28
	DEPT. 806511127	MISC SUPPLIES	PV	85176	001	09601	2/3/2017	9350627940	50.24
	PALATINE IL 60038-0001			Summary Total					50.24
				Payment Amount					294.52
100209	HAKANSON ANDERSON ASSOC INC	SERVICES THROUGH DEC 16	PV	85063	001	09412	1/18/2017	37489	932.50
	HAKANSON ANDERSON ASSOC INC			Summary Total					932.50
	3601 THURSTON AVENUE								
	ANOKA MN 55303-1063								
				Payment Amount					932.50
110386	HEALTH PARTNERS	PRE EMPLY EXAMS	PV	85162	001	09101	2/1/2017	900031714	1,496.00
	HEALTH PARTNERS			Summary Total					1,496.00
	P O BOX 77026								
	MINNEAPOLIS MN 55480-7726								
				Payment Amount					1,496.00
104027	INK WIZARDS INC	2 PD JACKETS	PV	85133	001	09101	2/1/2017	72939	138.00
	INK WIZARDS INC			Summary Total					138.00
	9958 HIGHWAY 10 NW	SHIRTS- FIRE DEPARTMENT	PV	85134	001	09101	2/2/2017	72949	292.20
	ELK RIVER MN 55330			Summary Total					292.20
				Payment Amount					430.20

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112475	INNOVATIVE OFFICE SOLUTIONS	MISC OFFICE SUPPLIES	PV	85024	001	09101	1/19/2017	IN1473567	34.13
	INNOVATIVE OFFICE SOLUTIONS			Summary Total					34.13
	AB # 1004	MISC OFFICE SUPPLIES	PV	85025	001	09101	1/19/2017	IN1473568	38.65
	P O BOX 249004			Summary Total					38.65
	APPLE VALLEY MN 55124-9017	OFFICE SUPPLIES	PV	85092	001	09101	1/26/2017	IN1481509	63.03
				Summary Total					63.03
				Payment Amount					135.81
106324	INSPECTRON INC	DEC 16 SERVICES	PV	85064	001	09101	1/17/2017	011717	6,500.00
	INSPECTRON INC CODE COMPLIANCE INSPECTIONS 15120 CHIPPENDALE AVE SUITE 202 ROSEMOUNT MN 55068			Summary Total					6,500.00
				Payment Amount					6,500.00
101247	INTERSTATE BATTERIES COON RAPIDS	BATTERY 331	PV	85094	001	09101	1/27/2017	1901201005600	421.90
	INTERSTATE BATTERIES COON RAPIDS 335 78TH STREET EAST BLOOMINGTON MN 55420			Summary Total					421.90
				Payment Amount					421.90
115007	ITERIS, INC	WEATHER FORECASTING JAN 17	PV	85093	001	09101	2/2/2017	322254	400.00
	ITERIS, INC P O BOX 842123 LOS ANGELES CA 90084-2123			Summary Total					400.00
				Payment Amount					400.00
115408	KRIS ENGINEERING INC	MISC SUPPLIES	PV	84967	001	09101	1/20/2017	27945	4,023.85
	KRIS ENGINEERING INC 1988 247TH STREET SAINT AUGUSTA MN 56301			Summary Total					4,023.85
				Payment Amount					4,023.85
100722	LATOUR VINYL	HELMET DECALS	PV	84968	001	09101	1/12/2017	011217	48.00

CITY OF RAMSEY
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	LATOUR VINYL 7747 158TH AVENUE NW RAMSEY MN 55303			Summary Total					48.00
				Payment Amount					48.00
100258	LEAGUE OF MINNESOTA CITIES	S.STROMMEN 2017 CONF	PV	84969	001	09101	1/18/2017	249282	225.00
	LEAGUE OF MN CITIES FINANCE DEPT 145 UNIVERSITY AVE WEST ST PAUL MN 55103-2044			Summary Total					225.00
				Payment Amount					225.00
100259	LEAGUE OF MN CITIES INS TRUST	RE: B. HESSE	PV	85163	001	09702	2/1/2017	0200031133 FEB 17	736.82
	LEAGUE OF MN CITIES INS TRUST C/O BERKLEY RISK SERVICES INC P O BOX 581517 MINNEAPOLIS MN 55458-1517			Summary Total					736.82
				Payment Amount					736.82
102954	LITTLE FALLS MACHINE INC	MISC SUPPLIES	PV	85026	001	09101	1/18/2017	00059594	601.63
	LITTLE FALLS MACHINE INC 300 LINDBERGH DRIVE SOUTH LITTLE FALLS MN 56345-1598			Summary Total					601.63
				Payment Amount					601.63
100266	LOGIS	NETWORK- DEC 17, 2016	PV	85065	001	09101	12/31/2016	42874	302.50
	LOCAL GOVERNMENT INFORMATION SYSTEMS ASS 5750 DULUTH STREET GOLDEN VALLEY MN 55422-4036			Summary Total					302.50
		NETWORK- DEC 31, 2016	PV	85066	001	09101	12/31/2016	42933	1,430.00
				Summary Total					1,430.00
		WEBSENSE	PV	85067	001	09101	12/31/2016	42903	1,335.95
				Summary Total					1,335.95
		COURIER INV/ADMIN FEE	PV	85068	001	09101	12/31/2016	42964	33.18
				Summary Total					33.18
				Payment Amount					3,101.63

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106616	MARTIN MCALLISTER, INC	PRE EMPLOY TESTING	PV	85135	001	09101	1/31/2017	10875	1,000.00
				Summary Total					1,000.00
	MARTIN MCALLISTER, INC 3900 IDS CENTER	ASSESSEMNT S. SEYMOUR	PV	85164	001	09101	1/31/2017	10876	500.00
	MINNEAPOLIS MN 55402			Summary Total					500.00
				Payment Amount					1,500.00
100283	MENARDS COON RAPIDS	MISC SUPPLIES	PV	84971	001	09101	1/20/2017	36821	213.24
	MENARDS COON RAPIDS 3045 MAIN STREET COON RAPIDS MN 55433			Summary Total					213.24
				Payment Amount					213.24
100284	MENARDS ELK RIVER	MISC PARTS	PV	84972	001	09101	1/10/2017	23928	99.66
	MENARDS ELK RIVER			Summary Total					99.66
	19521 EVANS STREET NW	MISC SUPPLIES	PV	85095	001	09601	1/23/2017	24754	18.52
	ELK RIVER MN 55330-1077			Summary Total					18.52
		MISC SUPPLIES	PV	85136	001	09101	1/16/2017	24331	82.26
				Summary Total					82.26
		MISC PAINT SUPPLIES	PV	85137	001	09601	2/2/2017	25443	61.44
				Summary Total					61.44
				Payment Amount					261.88
100285	MET COUNCIL ENVIRONMENTAL SRV	WASTE WATER MARCH 2017	PV	85165	001	09602	2/2/2017	0001063828	62,966.65
	MET COUNCIL ENVIRONMENTAL SRV P O BOX 856513 MINNEAPOLIS MN 55485-6513			Summary Total					62,966.65
				Payment Amount					62,966.65
111834	MINNESOTA DEPARTMENT OF HEALTH	WELL PERMIT 759582	PV	85096	001	09601	1/31/2017	013117	50.00
	MINNESOTA DEPARTMENT OF HEALTH WELL MANAGEMENT SECTION P O BOX 64502 ST PAUL MN 55164-0502			Summary Total					50.00
				Payment Amount					50.00

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105908	MINNESOTA PIPE AND EQUIPMENT	MISC PARTS	PV	85097	001	09601	1/27/2017	0373041	4,893.46
	MINNESOTA PIPE AND EQUIPMENT 5145 211TH STREET WEST PO BOX 249 FARMINGTON MN 55024			Summary Total					4,893.46
				Payment Amount					4,893.46
111815	MLEEA	2017 DUES AND 2017 CONF	PV	85027	001	09101	1/27/2017	012717	1,475.00
	MLEEA			Summary Total					1,475.00
				Payment Amount					1,475.00
100313	MN RECREATION AND PARK ASSN	2017 MEMBERSHIP DUES	PV	85138	001	09101	2/7/2017	020717	309.00
	MN RECREATION AND PARK ASSN 200 CHARLES STREET NE FRIDLEY MN 55432			Summary Total					309.00
				Payment Amount					309.00
113909	MOBILE VEHICLE INTEGRATION	SQUAD FOR DTF	PV	85139	001	09101	1/27/2017	1701020	244.50
	MOBILE VEHICLE INTEGRATION 835 XENIA AVENUE NW ELK RIVER MN 55330			Summary Total					244.50
				Payment Amount					244.50
100887	MSSA	2017 MEMBERSHIP DUES	PV	84970	001	09101	1/23/2017	012317	100.00
	MSSA ATTENTION: BERT TRACY 7800 GOLDEN VALLEY ROAD GOLDEN VALLEY MN 55427			Summary Total					100.00
				Payment Amount					100.00
100345	NAPA AUTO PARTS ELK RIVER	BULBS	PV	85140	001	09101	2/1/2017	894823	11.07
	NAPA AUTO PARTS ELK RIVER			Summary Total					11.07
	17137 YALE STREET NW	OIL FILTER 672	PV	85177	001	09101	2/6/2017	895278	42.36

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	P O BOX 1041			Summary Total					42.36
	ELK RIVER MN 55330	BULBS	PV	85178	001	09101	2/7/2017	895440	22.90
				Summary Total					22.90
		AIR/FUEL/OIL FILTERS 634	PV	85179	001	09101	2/7/2017	895441	72.88
				Summary Total					72.88
				Payment Amount					149.21
115543	NATURAL ENDEAVORS LANDSCAPING INC	PLOWING AT 6701 HWY 10	PV	85141	001	09410	2/2/2017	1388S- JAN 17	406.40
	NATURAL ENDEAVORS LANDSCAPING INC 22839 ZION PARKWAY NW BETHEL MN 55005			Summary Total					406.40
				Payment Amount					406.40
115167	NET TRANSCRIPTS INC	TRANSCRIPTION	PV	85069	001	09101	12/31/2016	0011358	39.85
	NET TRANSCRIPTS INC 3707 N. 7TH STREET SUITE 320 PHOENIX AZ 85014			Summary Total					39.85
				Payment Amount					39.85
100360	NORTH STAR TOWING INC	TOW 672	PV	85180	001	09101	1/3/2017	51658	218.75
	NORTH STAR TOWING INC			Summary Total					218.75
	833 NORTH STREET	TOW 687	PV	85181	001	09101	1/13/2017	51846	110.00
	ANOKA MN 55303			Summary Total					110.00
		TOW 668	PV	85182	001	09101	1/2/2017	51510	750.00
				Summary Total					750.00
				Payment Amount					1,078.75
100363	NORTHERN SANITARY SUPPLY CO	MISC SUPPLIES	PV	85098	001	09101	1/24/2017	184372	376.91
	NORTHERN SANITARY SUPPLY CO 341 COON RAPIDS BLVD MINNEAPOLIS MN 55433			Summary Total					376.91
				Payment Amount					376.91
108671	NORTHLAND BUSINESS SYSTEMS INC	PRINTER CONTRACT 2017	PV	85142	001	09101	1/30/2017	IN71618	714.60

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Payment Instrument		Check Payment
Pay Through Date	12/31/2017	

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	NORTHLAND BUSINESS SYSTEMS INC 12150 NICOLLET AVENUE BURNSVILLE MN 55337			Summary Total					714.60
				Payment Amount					714.60
110547	NORTHWEST LIGHTING SYSTEMS CO.	MISC SUPPLIES	PV	85166	001	09101	2/1/2017	95408	194.05
	NORTHWEST LIGHTING SYSTEMS CO. 12001 RIVERWOOD DRIVE BURNSVILLE MN 55337			Summary Total					194.05
				Payment Amount					194.05
110480	OPUS 21 MANAGEMENT SOLUTIONS	DEC 2016 SERVICES	PV	85070	001	09601	1/23/2017	161232	30.57
	OPUS 21 MANAGEMENT SOLUTIONS	DEC 2016 SERVICES	PV	85070	002	09601	1/23/2017	161232	30.57
	680 COMMERCE DRIVE SUITE 160	DEC 2016 SERVICES	PV	85070	003	09601	1/23/2017	161232	30.57
	WOODBURY MN 55125	DEC 2016 SERVICES	PV	85070	004	09601	1/23/2017	161232	30.56
		DEC 2016 SERVICES	PV	85070	005	09601	1/23/2017	161232	30.56
				Summary Total					152.83
				Payment Amount					152.83
115126	PHAT VOX LLC	2017 HAPPY DAYS PERFORMER	PV	85099	001	09297	1/31/2017	013117	2,500.00
	PHAT VOX LLC 2507 11TH AVENUE ANOKA MN 55303			Summary Total					2,500.00
				Payment Amount					2,500.00
100384	PLAISTED COMPANIES INC	ICE CONTROL SAND	PV	85183	001	09101	1/31/2017	6631	2,096.12
	PLAISTED COMPANIES INC PO BOX 332 11555 - 205TH AVENUE NW ELK RIVER MN 55330			Summary Total					2,096.12
				Payment Amount					2,096.12
113444	PRECISE	DEC 2016 SERVICE	PV	85152	001	09101	1/31/2017	IN200-1011625	714.10
	PRECISE 501 EAST CLIFF ROAD SIUTE 100			Summary Total					714.10

Bank Account	00002224	CASH IN BANK
Version	LOGIS004V	
Originator	JLIPSKI	
Payment Instrument		Check Payment
Pay Through Date	12/31/2017	

Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	BURNSVILLE MN 55337								
				Payment Amount					714.10
107978	PREMIER COMMERCIAL PROPERTIES INC	REPAIR DOOR- 6701 HWY 10	PV	84973	001	09410	1/11/2017	5165	180.00
	PREMIER COMMERCIAL PROPERTIES INC			Summary Total					180.00
	6897 139TH LANE NW	FURNACE FILTERS-INSTALL	PV	85143	001	09410	1/30/2017	5182	101.68
	RAMSEY MN 55303			Summary Total					101.68
				Payment Amount					281.68
112959	PREMIUM WATERS INC	JAN 2017 WATER	PV	85167	001	09101	1/31/2017	621331-01-17	38.19
	PREMIUM WATERS INC			Summary Total					38.19
	P O BOX 9128	JAN 2017 WATER	PV	85168	001	09101	1/31/2017	621332-01-17	8.00
	MINNEAPOLIS MN 55480-9128			Summary Total					8.00
				Payment Amount					46.19
115522	PROVISION MEDIA INC	MISC PARTS/TECH SERVICE	PV	85144	001	09101	1/25/2017	9837	206.00
	PROVISION MEDIA INC 1211 W 7TH STREET # 103 ST PAUL MN 55102			Summary Total					206.00
				Payment Amount					206.00
100413	RANDALL, GOODRICH AND HAAG, P.L.C.	JAN 2017 PROSECUTION BILL	PV	85028	001	09101	1/20/2017	012017	2,971.80
	RANDALL, GOODRICH AND HAAG, P.L.C.			Summary Total					2,971.80
	2140 FOURTH AVENUE NORTH	JAN 2017 PROSECUTION	PV	85169	001	09101	2/1/2017	020117	2,931.40
	ANOKA MN 55303			Summary Total					2,931.40
				Payment Amount					5,903.20
107870	RECYCLING ASSOCIATION OF MINNESOTA	2017 MEMBERSHIP	PV	85029	001	09604	1/4/2017	3792	150.00
	RECYCLING ASSOCIATION OF MINNESOTA 2250 WABASH AVENUE ST PAUL MN 55114			Summary Total					150.00
				Payment Amount					150.00

Bank Account	00002224	CASH IN BANK
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Originator	JLIPSKI	
Payment Instrument		Check Payment
Pay Through Date	12/31/2017	

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
107880	RICK JOHNSON DEER AND BEAVER INC	JAN 2017- 2 DEER CALLS	PV	85145	001	09101	2/1/2017	2017-JAN 17	180.00
	RICK JOHNSON DEER AND BEAVER INC 18595 XENOLITH STREET NW BURNS TOWNSHIP MN 55303			Summary Total					180.00
				Payment Amount					180.00
115125	ROYAL VENDING INC	COFFEE	PV	85170	001	09101	2/3/2017	21307	212.80
	ROYAL VENDING INC 9633 85TH AVENUE NORTH MAPLE GROVE MN 55369			Summary Total					212.80
				Payment Amount					212.80
103462	RUFFRIDGE JOHNSON	TRAIN-4 PW STREETS	PV	85146	001	09101	2/3/2017	020317	200.00
	RUFFRIDGE JOHNSON 3024 FOURTH STREET SE MPLS MN 55414			Summary Total					200.00
				Payment Amount					200.00
115381	RUMRIVER ART CENTER	ART CLASS JAN 24,2017	PV	84974	001	09101	1/25/2017	1206884	65.00
	RUMRIVER ART CENTER 2665 4TH AVENUE SUITE 102 ANOKA MN 55303			Summary Total					65.00
				Payment Amount					65.00
107711	SCHINDLER ELEVATOR	FEB-APR.17 CITY HALL	PV	85100	001	09101	2/1/2017	8104459762	611.73
	SCHINDLER ELEVATOR P O BOX 93050 CHICAGO IL 60673-3050			Summary Total					611.73
				Payment Amount					611.73
100440	SHORT ELLIOT HENDRICKSON INC	DEC 16 ANTENNA PROJECT	PV	85071	001	09804	1/17/2017	327455	3,999.07
	SHORT ELLIOT HENDRICKSON INC NW 6262 P O BOX 1450 MINNEAPOLIS MN 55485-6262			Summary Total					3,999.07
				Payment Amount					

Bank Account	00002224	CASH IN BANK
Version	LOGIS004V	
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Payment Instrument		Check Payment
Pay Through Date	12/31/2017	

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
									3,999.07
114269	SPEEDCUTTERS OUTDOOR MAINTENANCE LLC	DEC 16 TREE TRIMMING	PV	85072	001	09101	1/11/2017	4665	1,500.00
	SPEEDCUTTERS OUTDOOR MAINTENANCE LLC 18523 OLSON STREET NW ELK RIVER MN 55330			Summary Total					1,500.00
				Payment Amount					1,500.00
100683	STOLP, NICHOLAS	REIMBURSE EMS CONF-HOTEL	PV	84976	001	09101	1/23/2017	012317	317.72
	NICHOLAS STOLP			Summary Total					317.72
				Payment Amount					317.72
100469	STREICHER'S POLICE EQUIPMENT	MISC AMMO	PV	84977	001	09101	1/17/2017	I1245013	1,972.80
	STREICHER'S POLICE EQUIPMENT			Summary Total					1,972.80
	10911 WEST HWY 55	BATTERIES/HANDCUFFS	PV	85147	001	09101	1/25/2017	I1246223	84.98
	MINNEAPOLIS MN 55441	BATTERIES/HANDCUFFS	PV	85147	002	09101	1/25/2017	I1246223	4.99
				Summary Total					89.97
				Payment Amount					2,062.77
110313	SUMMIT FIRE PROTECTION	FIRE EXT SERVICE	PV	85030	001	09101	1/13/2017	1165290	33.25
	SUMMIT FIRE PROTECTION P O BOX 6205 CAROL STREAM IL 60197-6205			Summary Total					33.25
				Payment Amount					33.25
104434	TASER INTERNATIONAL	HANDLE AND BATTERY	PV	84978	001	09101	1/11/2017	SI1465327	56.41
	TASER INTERNATIONAL P O BOX 29661-2018 PHOENIX AZ 85038-9661			Summary Total					56.41
				Payment Amount					56.41
106998	TECHTRON ENGINEERING INC	ASBESTOS INSPEC. 15209 NOWTHEN	PV	84979	001	09412	1/19/2017	17360	300.00
	TECHTRON ENGINEERING INC P O BOX 219			Summary Total					300.00

Bank Account	00002224	CASH IN BANK
Version	LOGIS004V	
Originator	JLIPSKI	
Payment Instrument		Check Payment
Pay Through Date	12/31/2017	

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	WISE RIVER MT 59762								
				Payment Amount					300.00
100485	TIMESAVER OFF SITE SECRETARIAL INC	JAN 2017 MEETINGS	PV	85031	001	09101	1/12/2017	011217	815.38
	TIMESAVER OFF SITE SECRETARIAL INC				Summary Total				815.38
	5291 RIVER OAK DRIVE	JAN 2017 MEETINGS	PV	85148	001	09101	1/30/2017	M22673	1,246.13
	SAVAGE MN 55378				Summary Total				1,246.13
					Payment Amount				2,061.51
112688	TITAN MACHINERY	MISC PARTS	PV	85101	001	09101	1/23/2017	8889668	15.15
	TITAN MACHINERY 14375 JAMES ROAD ROGERS MN 55374				Summary Total				15.15
					Payment Amount				15.15
112079	TOKLE INSPECTIONS INC	JAN 2017 SERVICES	PV	85149	001	09101	2/1/2017	020117	2,661.75
	TOKLE INSPECTIONS INC 1748 123RD AVENUE NW COON RAPIDS MN 55448				Summary Total				2,661.75
					Payment Amount				2,661.75
111742	TWIN CITY WATER CLINIC INC	JAN 2017 WATER TESTS	PV	85150	001	09601	1/28/2017	9248	170.00
	TWIN CITY WATER CLINIC INC 617 13TH AVENUE SOUTH HOPKINS MN 55343				Summary Total				170.00
					Payment Amount				170.00
106638	UNIQUE PAVING MATERIALS CORPORATION	COLD MIX	PV	85184	001	09101	1/27/2017	261037	291.25
	UNIQUE PAVING MATERIALS CORPORATION 3993 EAST 93RD STREET CLEVELAND OH 44105-4096				Summary Total				291.25
					Payment Amount				291.25
115020	VARITECH INDUSTRIES INC	MOTOR ASSY.	PV	85032	001	09101	1/18/2017	IN060-1009596	251.87

Bank Account	00002224	CASH IN BANK
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Payment Instrument		Check Payment
Pay Through Date	12/31/2017	

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	VARITECH INDUSTRIES INC			Summary Total					251.87
	501 EAST CLIFF ROAD	95 GAL TANK WITH LID	PV	85033	001	09101	1/12/2017	IN060-1009531	579.84
	BURNSVILLE MN 55337-1674			Summary Total					579.84
		TANK BULKHEAD FITTING	PV	85185	001	09101	1/31/2017	IN060-1009740	28.79
				Summary Total					28.79
				Payment Amount					860.50
105628	WELLS CATERING SERVICE	MTG 1/24/2017	PV	85034	001	09101	1/24/2017	42371	64.82
	WELLS CATERING SERVICE	MTG 1/24/2017	PV	85034	002	09101	1/24/2017	42371	46.30
	7533 SUNWOOD DRIVE SUITE 108	MTG 1/24/2017	PV	85034	003	09101	1/24/2017	42371	27.82
	RAMSEY MN 55303			Summary Total					138.94
				Payment Amount					138.94
100529	WENDELL'S INC	BADGES-COMMISSIONERS	PV	84980	001	09101	1/20/2017	2141436	11.68
	WENDELL'S INC			Summary Total					11.68
	6601 BUNKER LAKE BLVD	BUILDING STAMP	PV	85102	001	09101	1/18/2017	2140393	67.43
	PO BOX 458 RAMSEY MN 55303-0458			Summary Total					67.43
				Payment Amount					79.11
115582	WIENER, SARAH	REIMBURSE- HOTEL WRKSHOP	PV	85103	001	09101	2/1/2017	020117	117.32
	SARAH WIENER			Summary Total					117.32
				Payment Amount					117.32
112515	WSB AND ASSOCIATES INC	DEC 16 MILL/OVERLAY IMPROV	PV	85073	001	09435	1/27/2017	1 DEC 16	3,170.00
	WSB AND ASSOCIATES INC			Summary Total					3,170.00
	701 XENIA AVENUE SOUTH SUITE 300	DEC 16 SUNWOOD/ ALPINE	PV	85074	001	09435	1/27/2017	1 JAN 17	1,358.00
	MINNEAPOLIS MN 55416	DEC 16 SUNWOOD/ ALPINE	PV	85074	002	09435	1/27/2017	1 JAN 17	1,358.00
				Summary Total					2,716.00
		2016 PLANNING DEC 16	PV	85075	001	09101	1/27/2017	12 DEC 16	4,069.50
				Summary Total					4,069.50

R04570

CITY OF RAMSEY

Create Payment Control Groups

Bank Account	00002224	CASH IN BANK
Version	LOGIS004V	
Originator	JLIPSKI	
Payment Instrument		Check Payment
Pay Through Date	12/31/2017	

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
		2040 COMP PLAN DEC 16	PV	85076	001	09101	1/27/2017	4 DEC 16	2,111.50
				Summary Total					2,111.50
		2016 CODE ENFOR.	PV	85077	001	09101	1/27/2017	12 DEC 2016	390.00
				Summary Total					390.00
		DEC 16 BROOKVIEW ESTATES	PV	85078	001	09804	1/27/2017	1 DEC 2016	810.00
				Summary Total					810.00
		ZEOLITE STREET STUDY DEC 16	PV	85079	001	09230	1/27/2017	2 DEC 2016	768.00
				Summary Total					768.00
				Payment Amount					14,035.00
100543	ZIEGLER INC ZIEGLER INC SDS 12-0436 PO BOX 86 MINNEAPOLIS MN 55486-0436	BLADES/BOLTS/NUTS	PV	84981	001	09101	1/12/2017	00C461315	350.74
				Summary Total					350.74
				Payment Amount					350.74
				Total Amount to be Processed					579,442.91
				Total Number of Payments to be Processed					107

NORTHLAND TRUST SERVICES
45 S. 7th Street, Suite 2000
Minneapolis, MN 55402
Phone 612-851-4931
Fax 612-851-4933

INVOICE

CITY OF RAMSEY
ATTN: FINANCE OFFICER
7550 SUNWOOD DRIVE NW
RAMSEY MN 55303-5137

12/13/2016
RAMS04

RE: CITY OF RAMSEY, MINNESOTA
$1,480,000 GO CAPITAL IMPROVEMENT
REFUNDING BONDS OF 2004

9338.6602 135,000
9338.6611 2700
137,700

Debt Service: 02/01/2017

Principal:	135,000.00
Interest:	2,700.00
Total Principal & Interest:	137,700.00
Less Cash on Hand (Escrow Funds)	(0.00)
Paying Agent Annual Fee	0.00

Total Amount Due: 137,700.00

RECEIVED
DEC 2 1 2016

CHECK PAYMENTS due: 01-25-17

Make Checks payable to:
NORTHLAND TRUST SERVICES INC.

WIRE PAYMENTS due: 01-27-17

Wells Fargo Bank, San Francisco, CA
ABA: 121-000-248
ACCT: 143-6412710 Northland Trust Services
REF: Issuer name & series number

***MN SCHOOL DISTRICTS should wire funds 3 days prior to debt service date according to State Credit Enhancement requirements.**

Thank you for your business!

If you have questions please contact:

Rhonda Magee
PH:612-851-4931
rmagee@northlandtrust.com

Scott Miles
PH: 612-851-5914
smiles@northlandtrust.com

NORTHLAND TRUST SERVICES
45 S. 7th Street, Suite 2000
Minneapolis, MN 55402
Phone 612-851-4931
Fax 612-851-4933

INVOICE

CITY OF RAMSEY
ATTN: FINANCE OFFICER
7550 SUNWOOD DRIVE NW
RAMSEY MN 55303-5137

12/13/2016
RAMS11A

345,000
43,242.50
388,242.5

9345, 6602
9345, 6611

RE: CITY OF RAMSEY, MINNESOTA
$4,365,000 GENERAL OBLIGATION BONDS,
SERIES 2011A

Debt Service: 02/01/2017

Principal:	345,000.00
Interest:	43,242.50
Total Principal & Interest:	388,242.50
Less Cash on Hand (Escrow Funds)	(0.00)
Paying Agent Annual Fee	0.00

Total Amount Due: 388,242.50

RECEIVED
DEC 2 1 2016

CHECK PAYMENTS due: 01-25-17

Make Checks payable to:
NORTHLAND TRUST SERVICES INC.

WIRE PAYMENTS due: 01-27-17

Wells Fargo Bank, San Francisco, CA
ABA: 121-000-248
ACCT: 143-6412710 Northland Trust Services
REF: Issuer name & series number

***MN SCHOOL DISTRICTS should wire funds 3 days prior to debt service date according to State Credit Enhancement requirements.**

Thank you for your business!

If you have questions please contact:

Rhonda Magee
PH:612-851-4931
rmagee@northlandtrust.com

Scott Miles
PH: 612-851-5914
smiles@northlandtrust.com

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #17-02-046

RESOLUTION APPROVING CASH DISBURSEMENTS MADE AND AUTHORIZING PAYMENT OF ACCOUNTS PAYABLE INVOICING RECEIVED DURING THE PERIOD OF JANUARY 19, 2017 THROUGH FEBRUARY 8, 2017.

WHEREAS, the City of Ramsey Finance Department has made cash disbursements and received accounts payable invoicing during the period of January 19, 2017, through February 8, 2017, in the amount of $ 1,779,287.24 and

WHEREAS, the City Council of the City of Ramsey is required to authorize payment for all disbursement transactions.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA, as follows:

1) That the Ramsey City Council hereby approves the cash disbursements made and authorizes payment of the accounts payable invoices as detailed in the attached Bills List for the period January 19, 2017, through February 8, 2017, in the amount of $ 1,779,287.24.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 14th day of February 2017.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session **4. 8.**

Meeting Date: 02/14/2017

By: Diana Lund, Finance

Information

Title

Adopt Resolution #17-02-041 Calling for a Public Hearing on an Issue of Revenue Bonds by the City of Minneapolis and the Housing and Redevelopment Authority (HRA) of the City of St. Paul on Behalf of Allina Health Systems

Purpose/Background:

Allina Health Systems constructed their building at 7231 Sunwood Drive in 2010. In the fall of 2009, the City of Minneapolis and the HRA of the City of St. Paul issued Revenue bonds on Allina's behalf in the amount of approximately $8.8M for the project. Before the original Revenue Bond was issued, the City of Ramsey was required, by IRS regulations, to hold a public hearing on this issue as the bond proceeds would be spent on a project in the city.

As the bonds were not being issued by the City, the issuance had no effect on the City's debt limit, nor was the City in any way responsible for debt service payments or defaults.

The City was recently contacted by Allina's bond council, Dorsey and Whitney, that Allina wishes to refinance this debt at this time. The refunding requires the same steps that were taken in 2009 with the original issue and that is that the City is required to hold a public hearing for the bond refinancing.

Dorsey and Whitney would like to have the public hearing held at the ity Council meeting of March 14, 2017.

Funding Source:

None required.

Action:

Adopt Resolution #17-02-041 Calling for a Public Hearing on an Issue of Revenue Bonds by the City of Minneapolis and the Housing and Redevelopment Authority (HRA) of the City of St. Paul on Behalf of Allina Health Systems.

Attachments

Reso #17-02-041

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	02/09/2017 02:31 PM
Form Started By: Diana Lund		Started On: 01/27/2017 12:05 PM
Final Approval Date: 02/09/2017		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #17-02-041

RESOLUTION CALLING FOR A PUBLIC HEARING ON AN ISSUE OF REVENUE BONDS BY THE CITY OF MINNEAPOLIS AND THE HOUSING AND REDEVELOPMENT AUTHORITY OF THE CITY OF ST. PAUL ON BEHALF OF ALLINA HEALTH SYSTEM

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA, as follows:

1. Allina Health System, a Minnesota nonprofit corporation ("Allina"), has advised this Council of its desire to refinance, with proceeds of revenue bonds (the "Bonds") issued by the City of Minneapolis, Minnesota and The Housing and Redevelopment Authority of the City of Saint Paul, Minnesota, acting jointly (together, the "Issuer"), under the authority of Minnesota Statutes, Sections 469.152 through 469.165, all or a portion of revenue bonds heretofore issued by the Issuer, including (a) Health Care System Revenue Bonds, Series 2007A (Allina Health System), (b) Health Care System Variable Rate Demand Revenue Bonds, Series 2007C-1 and Series 2007C-2 (Allina Health System), (c) Health Care System Revenue Bonds, Series 2009A-1 (Allina Health System), (d) Health Care System Revenue Bonds, Series 2009A-2 (Allina Health System), (e) Health Care System Variable Rate Demand Revenue Bonds, Series 2009B-1 and Series 2009B-2 (Allina Health System), and (f) Health Care System Variable Rate Demand Revenue Bonds, Series 2009C (Allina Health System) (together, the "Refunded Bonds").

2. The Refunded Bonds were issued on behalf of Allina to finance or refinance the acquisition, construction, renovation, remodeling and equipping by Allina or its affiliates of health care facilities located in the cities of Blaine, Brooklyn Park, Buffalo, Coon Rapids, Cottage Grove, Eagan, Forest Lake, Fridley, Minneapolis, New Ulm, Northfield, Ramsey, St. Paul, Owatonna, and Woodbury, Minnesota, including but not limited to the acquisition, construction and equipping of the Allina Health Ramsey Clinic, located at 7231 Sunwood Drive NW in the City.

3. Since a portion of the facilities proposed to be refinanced by the Bonds are located in the City, Section 147(f) of the Internal Revenue Code of 1986, as amended, and regulations promulgated thereunder, require that prior to the issuance of the Bonds, this Board approve the issuance of the Bonds by the Issuer, after conducting a public hearing thereon. A public hearing on the proposal that the Issuer issue the Bonds for the purpose of refunding all or a portion of the Refunded Bonds is hereby called and shall be held on March 14, 2017, at 7:00 P.M., in the City Hall, 7550 Sunwood Drive NW.

4. Bond counsel for the Bonds shall cause notice of the public hearing, in substantially the form attached hereto as Exhibit A, to be published in a newspaper of general circulation in the City, once not fewer than 14 days prior to the date fixed for the public hearing.

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

And the following voted against the same:

And the following abstained:

And the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 14th day of February, 2017.

_____
Mayor

Attest: _____
Clerk

EXHIBIT A

CITY OF RAMSEY
7550 SUNWOOD DRIVE NW
RAMSEY, MINNESOTA 55303

NOTICE OF PUBLIC HEARING ON THE ISSUANCE OF REVENUE BONDS UNDER MINNESOTA STATUTES, SECTIONS 469.152 TO 469.165, ON BEHALF OF ALLINA HEALTH SYSTEM

NOTICE IS HEREBY GIVEN that a public hearing shall be conducted by the City Council of the City of Ramsey, Minnesota (the "City"), at the City Hall, 7550 Sunwood Drive NW, on March 14, 2017, at 7:00 p.m., on a proposal that the City of Minneapolis and The Housing and Redevelopment Authority of the City of Saint Paul, Minnesota, acting jointly (together, the "Issuer"), issue revenue bonds (the "Bonds") on behalf of Allina Health System, a Minnesota nonprofit corporation (the "Corporation"), in one or more tax-exempt series, pursuant to Minnesota Statutes, Sections 469.152 to 469.165, in order to refund all or a portion of bonds previously issued by the Issuer, including (a) Health Care System Revenue Bonds, Series 2007A (Allina Health System), (b) Health Care System Variable Rate Demand Revenue Bonds, Series 2007C-1 and Series 2007C-2 (Allina Health System), (c) Health Care System Revenue Bonds, Series 2009A-1 (Allina Health System), (d) Health Care System Revenue Bonds, Series 2009A-2 (Allina Health System), (e) Health Care System Variable Rate Demand Revenue Bonds, Series 2009B-1 and Series 2009B-2 (Allina Health System), and (f) Health Care System Variable Rate Demand Revenue Bonds, Series 2009C (Allina Health System) (collectively, the "Refunded Bonds"). Proceeds of the Refunded Bonds were used to finance or refinance the acquisition, construction and equipping of the Allina Health Ramsey Clinic (the "Clinic"), located at 7231 Sunwood Drive NW in the City and other health care facilities located in the cities of Blaine, Brooklyn Park, Buffalo, Coon Rapids, Cottage Grove, Eagan, Forest Lake, Fridley, Minneapolis, New Ulm, Northfield, St. Paul, Owatonna, and Woodbury, Minnesota. The Clinic is leased and operated by the Corporation. The Bonds will not be issued by the City. The Bonds will be issued as part of an issue in an aggregate amount which is not expected to exceed $470,000,000.

All persons interested may appear and be heard at the time and place set forth above, or may submit written comments with the Clerk prior to the date of the hearing set forth above.

Dated: February 24, 2017.

CITY OF RAMSEY, MINNESOTA

By /s/ Jo Thieling
City Clerk

CC Regular Session **4. 9.**

Meeting Date: 02/14/2017

By: Chris Anderson, Community Development

Information

Title

Adopt Resolution #17-02-042 Approving a Stormwater Maintenance Agreement for Sunwood Village; Case of CB Ramsey Housing Limited Partnership

Purpose/Background:

As part of the approvals for the Sunwood Village project, located at 7750 Sunwood Drive NW (the "Subject Property"), CB Ramsey Housing Limited Partnership (the "Owner") was required to enter into a Stormwater Maintenance Agreement (the "Agreement") for their underground stormwater system. Upon execution of the document, the Owner shall record the Agreement against the Subject Property. The Agreement has been reviewed by City Staff and was found to sufficiently address the maintenance needs of the underground stormwater system.

Notification:

Notification is not required for this action.

Funding Source:

All costs associated with this request are the responsibility of the Applicant.

Recommendation:

Staff recommends adopting Resolution #17-02-042 approving the Stormwater Maintenance Agreement.

Action:

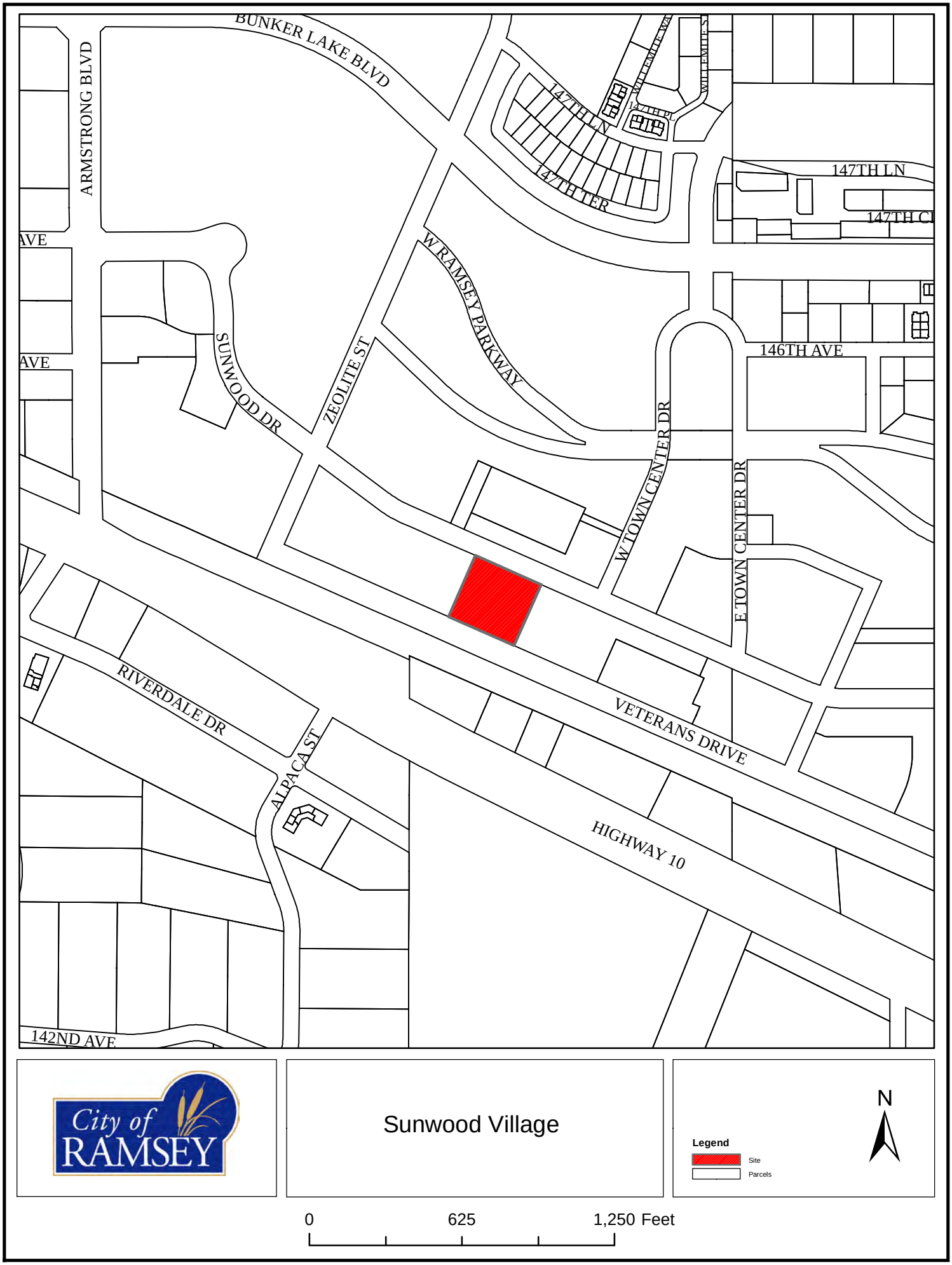
Motion to adopt Resolution #17-02-042 approving the Stormwater Maintenance Agreement.

Attachments

Site Location Map
Stormwater Maintenance Agreement
Res. #17-02-042

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	02/08/2017 09:13 AM
Tim Gladhill	Tim Gladhill	02/08/2017 10:39 AM
Chris Anderson (Originator)	Chris Anderson	02/08/2017 10:46 AM
Kurt Ulrich	Kurt Ulrich	02/09/2017 02:32 PM
Form Started By: Chris Anderson		Started On: 01/31/2017 02:26 PM
Final Approval Date: 02/09/2017		


BUNKER LAKE BLVD
ARMSTRONG BLVD
147TH LN
147TH TER
147TH LN
147TH CI
W RAMSEY PARKWAY
SUNWOOD DR
ZEOLITE ST
146TH AVE
W TOWN CENTER DR
E TOWN CENTER DR
RIVERDALE DR
ALPACA ST
VETERANS DRIVE
HIGHWAY 10
142ND AVE
City of RAMSEY
Sunwood Village
Legend
Site
Parcels
N
0
625
1,250 Feet

(Reserved for Recording Data)

STORM WATER QUALITY TREATMENT FACILITY MAINTENANCE AGREEMENT

THIS AGREEMENT (this "Agreement") made this _____ day of _____, _____, by and between the **CITY OF RAMSEY,** a Minnesota municipal corporation (hereinafter referred to as the "City") and **CB Ramsey Housing Limited Partnership** a Minnesota limited partnership, (hereinafter referred to as the "Developer").

WHEREAS, the Developer is the fee owner of certain real property situated in the City of Ramsey, County of Anoka, State of Minnesota legally described as:

Lot 1, Block 1, Sunwood Village, subject to easements of record, Anoka County, Minnesota (the "Property").

WHEREAS, a forty-seven (47) unit apartment building ("Apartment Building") was constructed on the Property, together with associated site improvements; including a stormwater management system that utilizes an underground rainwater harvesting cistern; filtration basins; storm sewer catch basins and manholes and an outlet control structure ("Storm Water Management Practices") within the boundaries of the Plat as shown on Exhibit A attached hereto and as the same is described and depicted in those certain construction plans drawn by Miller Hanson Partners and Loucks Associates (the "Plans"); and

WHEREAS, the City approved the Apartment Building conditioned on the requirement that the Developer enter into an agreement for the maintenance of the Storm Water Management Practices for the Plat.

WHEREAS, the City and Developer desire to set forth their understanding with respect to the construction, repair and maintenance of the Storm Water Management Practices and the responsibility relating to the costs of the repair and maintenance of the Storm Water Management Practices.

NOW THEREFORE, in consideration of the foregoing facts and circumstances, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as FOLLOWS:

1. Construction of the Storm Water Management Practices. The Developer shall construct the Storm Water Management Practices according to the Plans and repair and maintain the Storm Water Management Practices at its sole cost and expense.

2. Maintenance of the Storm Water Management Practices shall include, but not be limited to:

(i) Semi-annual inspections by Developer, of each calendar year, of all catch basins and manholes; the filtration basins and the outlet control structure, with one inspection on or about May 1 (to remove debris, winter salt and sand deposits, etc.), and one inspection on or about October 1 (to remove vegetation, sediment, debris, leaves, etc.). The inspections shall be documented in a maintenance log retained by the Developer and submitted to the City upon request; and

(ii) When all construction is complete on the Property, and every three years thereafter inspection reports and certifications by a professional engineer (provided by Developer) must be submitted to the City certifying that the Storm Water Management Practices are functioning in accordance with the Plans and Developer has maintained the proper operation of the Storm Water Management Practices according to the manufacturer's operation and maintenance guidelines and City standards. Such inspections and reports shall include actual visual inspection of the inlets, outlets, manholes and outlet control structures. Copies of the inspection reports shall be provided to the City within 30 days of their preparation. The inspections referenced in this paragraph 2.(ii) are in addition to the bi-annual inspections referenced in paragraph 2.(i) above.

(iii) If, as a result of any inspection by the Developer or City staff, it is determined that the Storm Water Management Practices (i) have not been maintained; or (ii) are not functioning as originally designed and intended; or (iii) are in need of repair, the Developer agrees to restore the Storm Water Management Practices so that it functions as it was originally designed and intended pursuant to the Plans.

3. Developer Responsibility The Developer, as present owner of the Property, shall be solely responsible for the repair and maintenance of the Storm Water Management Practices and all other Developer obligations as defined herein and shall bear all costs of such

repair and maintenance. If the Developer does not undertake the necessary maintenance within thirty (30) days of written notification by the City, the City may contract such maintenance and the costs reasonably incurred by the City for contracting such maintenance shall be reimbursed to the City by the Developer.

4. Assessment. The Developer hereby waives any statutory right, if found in default, to contest any assessment by the City for its costs of maintenance/repair as permitted herein, on the basis of the benefit to portions of the Property.

5. Future City Policy. Notwithstanding anything contained in the Agreement to the contrary, in the event the City shall in the future establish a policy for repair and maintenance by the City of Storm Water Maintenance Practices owned by private parties located elsewhere in the City under which policy the costs of such repair and maintenance are to be paid either out of general City revenues or by collection of utility or service fees or charges, then any owner of any portion of the Property shall be entitled to petition the City for the inclusion of the Storm Water Management Practices under such repair and maintenance program. The recording of a certified copy of the resolution of the City Council of the City which sets forth the consent and authorization described in the foregoing sentence shall serve to terminate this Agreement, without further action on the part of any party hereto.

6. Binding on Successors. The terms and conditions of this Agreement shall be binding upon, and shall insure to the benefit of, the parties hereto and their respective successors and assigns.

7. Record Agreement. This Agreement shall be recorded in the Anoka County, Minnesota Recorder's Office. It shall be the Developer's responsibility to pay the applicable recording fees.

IN WITNESS WHEREOF, the parties hereto have caused this document to be executed as of the day and year first above written.

CITY OF RAMSEY:

By: _____
Its Mayor

By: _____
Its City Administrator

CB Ramsey Housing Limited Partnership

By: _____
Its Chief Manager

STATE OF MINNESOTA)
)ss.
COUNTY OF ANOKA)

The foregoing instrument was acknowledged before me this _____ day of _____, _____, by Sarah Strommen and by Kurtis G. Ulrich, respectively the Mayor and City Administrator of the City of Ramsey, a Minnesota municipal corporation, on behalf of the corporation and pursuant to the authority granted by its City Council.

_____
Notary Public

STATE OF MINNESOTA)
)ss.
COUNTY OF ~~ANOKA~~ Ramsey)

The foregoing instrument was acknowledged before me this 10 day of January, 2017, by Thomas Stanberry, the Chief Manager of CB Ramsey Housing Limited Partnership, a Minnesota limited partnership.

_____
Notary Public

MARGARET AMANDA KELLY OTTE
NOTARY PUBLIC MINNESOTA
MY COMMISSION
EXPIRES 01/31/2018

THIS INSTRUMENT WAS DRAFTED BY:
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

Councilmember _____ introduced the following resolution and moved for its adoption:

RESOLUTION #17-02-042

RESOLUTION APPROVING A STORMWATER MAINTENANCE AGREEMENT FOR SUNWOOD VILLAGE SUNWOOD VILLAGE.

WHEREAS, on May 12, 2015, the City Council approved the Site Plan for Sunwood Village contingent upon compliance with the Staff Review Letter; and

WHEREAS, the Staff Review Letter required the property owner to enter into a Stormwater Maintenance Agreement for the underground system for Sunwood Village; and

WHEREAS, CB Ramsey Housing Limited Partnership has agreed to enter into said Stormwater Maintenance Agreement for Lot 1 Block 1 SUNWOOD VILLAGE; and

WHEREAS, the City Engineer has reviewed and approved the Stormwater Maintenance Agreement.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA, as follows:

1) That the Ramsey City Council hereby approves the Stormwater Maintenance Agreement with CB Ramsey Housing Limited Partnership to address the underground stormwater system on Lot 1 Block 1 SUNWOOD VILLAGE and authorizes the Mayor and City Administrator to sign on behalf of the City.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 14th day of February, 2017.

_____
Mayor

ATTEST:

City Clerk

CC Regular Session **4. 10.**

Meeting Date: 02/14/2017

By: Chris Anderson, Community Development

Information

Title

Adopt Resolution #17-02-043 Approving an Easement Encroachment Agreement for the Installation of a Ground Sign for the Station; Case of DR Horton

Purpose/Background:

DR Horton (the "Applicant") has applied for a Permanent Sign Permit (the "Permit") for their current project named the Station, located between Ramsey Parkway East, Rhinestone St, 146th Ave, and Peridot St. The Applicant has proposed installing four (4) stone veneer columns connected with black aluminum powder coated fencing (similar to wrought iron) at the southeast corner of the Subject Property on Lot 49, Block 1 Station (the "Subject Property"). The lettering of the project sign will also consist of aluminum powder coated letters and would be mounted on the aluminum fencing. The proposed location is within a public easement, necessitating this proposed encroachment agreement.

Notification:

Notification is not required when considering an Easement Encroachment Agreement.

Observations/Alternatives:

The sign would be located within a drainage and utility easement on the Subject Property (all common areas on the Subject Property are encumbered with drainage and utility easements). The proposed signage would be approximately ten (10) feet inside the boundaries of the Subject Property. It appears to be in a location where there is no storm sewer, sanitary sewer, or water main infrastructure and thus, it does not appear that it will impact any utilities. The proposed sign location has been reviewed by the Engineering Department and no objections were raised.

The sign itself appears to comply with the standards in The COR Design Framework in terms of height, square footage, and materials. Also, per the plan sheets, will be located outside of the Vision Clearance Triangle as defined in City Code.

Funding Source:

The cost for recording the Easement Encroachment Agreement against the Subject Property will be the responsibility of the Applicant.

Recommendation:

Staff recommends adopting Resolution #17-02-043 approving the Easement Encroachment Agreement to allow the installation of a project sign within a drainage and utility easement on Lot 49, Block 1 Station.

Action:

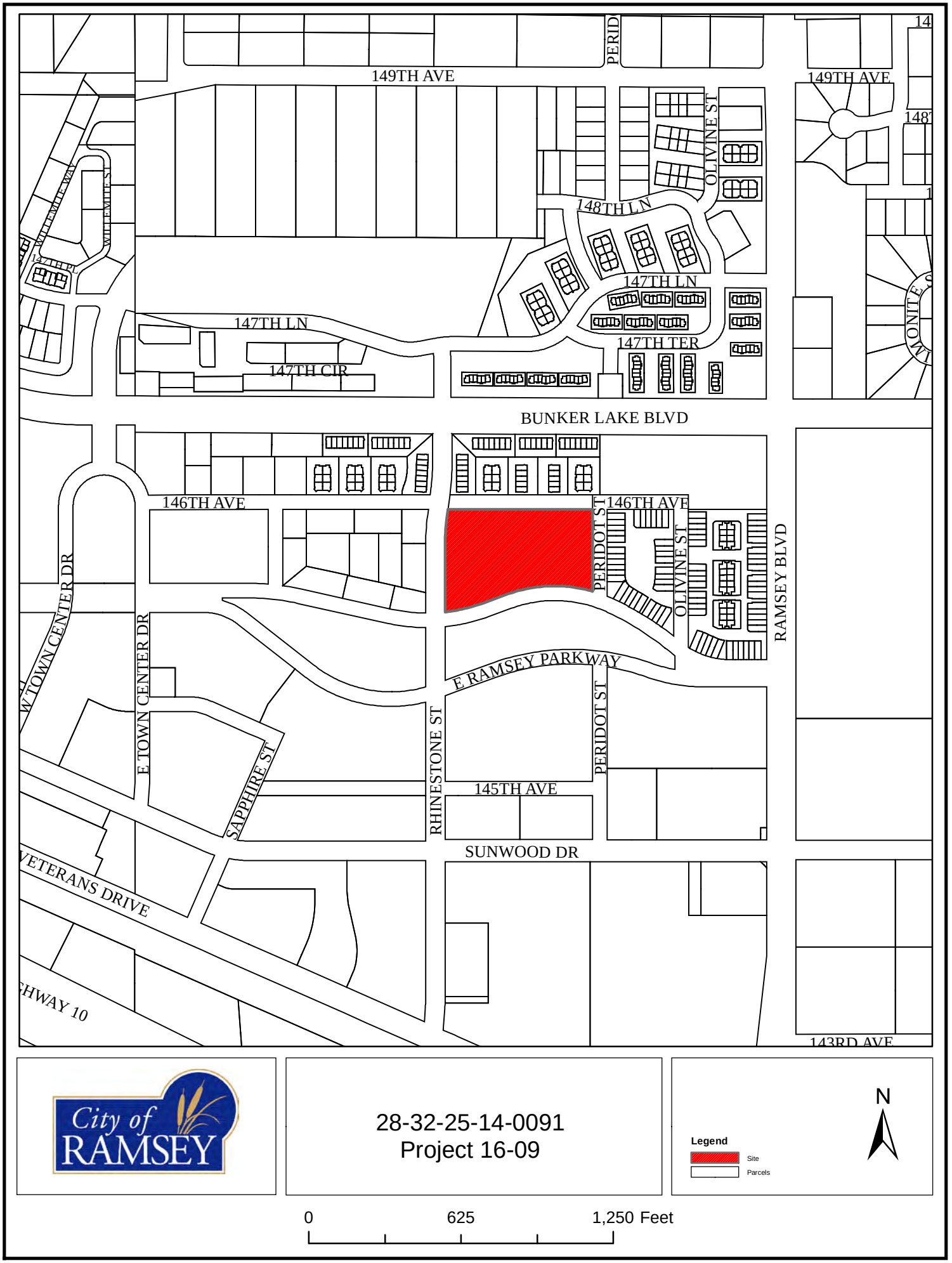
Motion to adopt Resolution #17-02-043 approving the Easement Encroachment Agreement to allow the installation of a project sign within a drainage and utility easement on Lot 49, Block 1 Station.

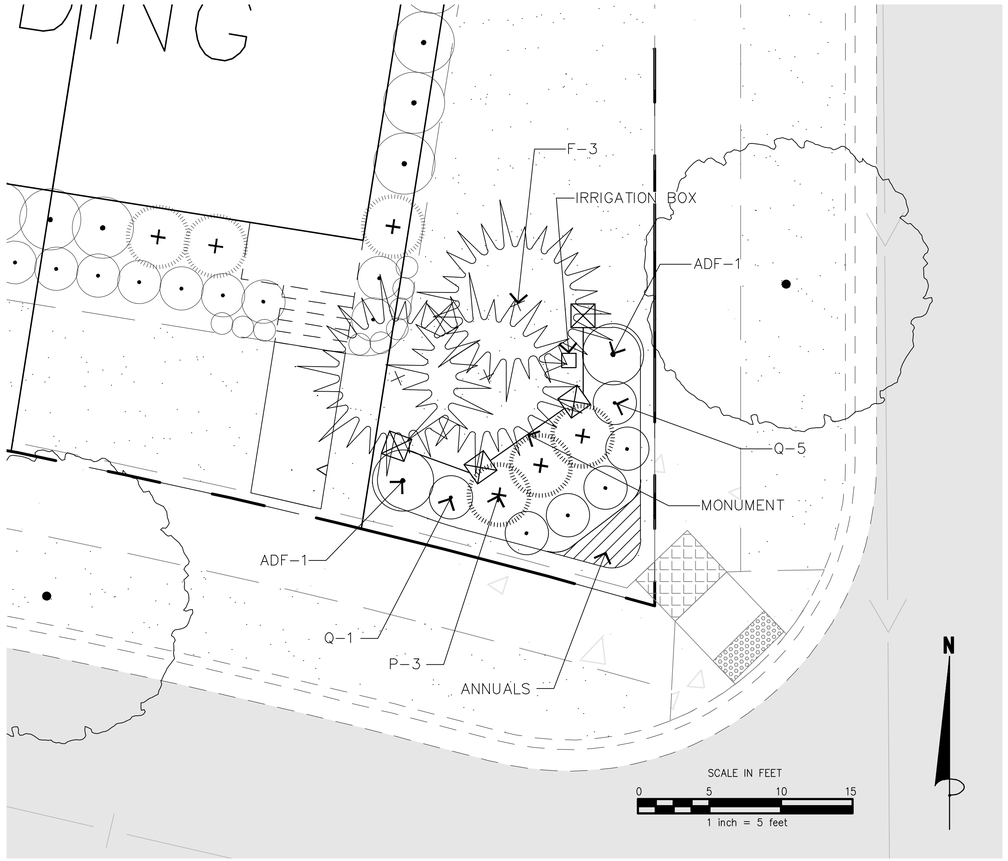
Attachments

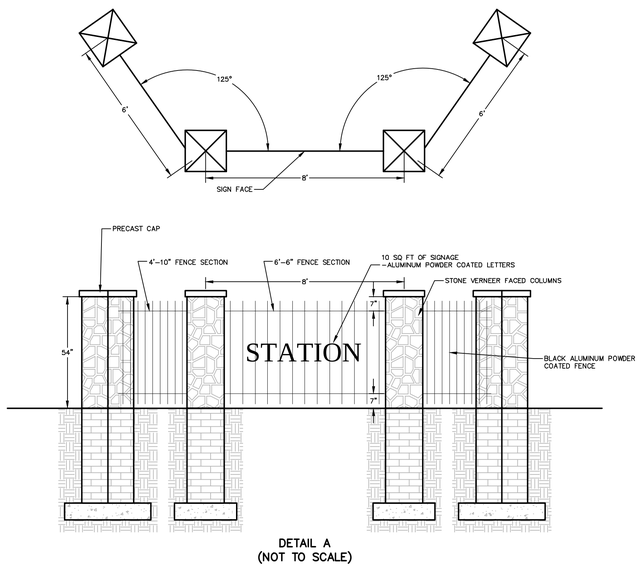
Site Location Map
Project Sign Exhibit
Draft Encroachment Agreement
Res. #17-02-043

Form Review

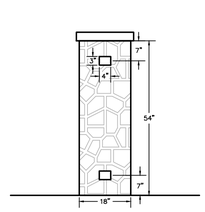
Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	02/08/2017 08:02 AM
Tim Gladhill	Tim Gladhill	02/08/2017 10:46 AM
Kurt Ulrich	Kurt Ulrich	02/09/2017 02:33 PM
Form Started By: Chris Anderson		Started On: 01/31/2017 03:01 PM
Final Approval Date: 02/09/2017		


149TH AVE
PERIDOT ST
OLIVINE ST
148TH LN
147TH LN
147TH TER
147TH CIR
BUNKER LAKE BLVD
146TH AVE
RAMSEY BLVD
W TOWN CENTER DR
E TOWN CENTER DR
SAPPHIRE ST
E RAMSEY PARKWAY
RHINESTONE ST
145TH AVE
SUNWOOD DR
VETERANS DRIVE
HWAY 10
143RD AVE
City of RAMSEY
28-32-25-14-0091
Project 16-09
Legend
Site
Parcels
N
0
625
1,250 Feet

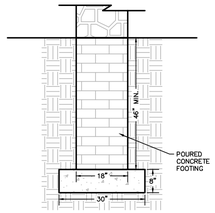




DETAIL A
(NOT TO SCALE)



DETAIL B – BRACKET DETAIL
(NOT TO SCALE)



DETAIL C – FOOTING DETAIL
(NOT TO SCALE)

Entrance Monument Planting Palette:

TREES

Qty.	Key	Scientific Name	Common Name	Size	Root	Notes
3	F	Picea glauca densata	Black Hills Spruce	8' Hgt.	B&B	Full Form

SHRUBS

Qty.	Key	Scientific Name	Common Name	Size	Root	Notes
3	P	Juniperus chinensis 'Sea Green'	Sea Green Juniper	#5	POT	
6	Q	Spiraea japonica 'Magic Carpet'	Magic Carpet Spirea	#3	POT	
2	ADF	Forsythia 'Arnold Dwarf'	Arnold Dwarf Forsythia	#3	POT	

Landscape Notes:

1. Tree saucer mulch to be four inches (4") depth natural color single-shred hardwood mulch.

2. See Civil plans for grading & erosion control.

3. All plant material shall comply with the latest edition of the american standard for nursery, american association of nurserymen. Unless noted otherwise, decicuous shrubs shall have at least 5 canes at the specified shrub height. Plant material shall be delivered as specified.

4. Plan takes precedence over plant schedule if discrepancies in quantities exist.

5. All proposed plants shall be located and staked as shown.

6. Adjustment in location of proposed plant material may be needed in field. Should an adjustment be required, the client will provide field approval. Significant changes may require City review and approval.

7. The project landscape contractor shall be held responsible for watering and properly handling all plant materials brought on the site both before and after installation. Schedule plant deliveries to coincide with expected installation time within 36 hours.

8. All plants material shall be fertilized upon installation as specified.

9. The Landscape Contractor shall provide the owner with a watering schedule appropriate to the project site conditions and to plant material growth requirements.

10. If the landscape contractor is concerned or perceives any deficiencies in the plant selections, soil conditions, drainage or any other site condition that might negatively affect plant establishment, survival or guarantee, they must bring these deficiences to the attention to the landscape architect & client prior to procurement and/or installation.

11. Contractor shall establish to his/ her satisfaction that soil and compaction conditions are adequate to allow for proper drainage at and around the building site.

12. Contractor is responsible for ongoing maintenance of all newly installed material until time of owner acceptance. Any acts of vandalism or damage which may occur prior to owner acceptance shall be the responsibility of the contractor. Contractor shall provide the owner with a maintenance program including, but not limited to, pruning, fertilization and disease/pest control.

13. The contractor shall guarantee newly planted material through one calendar year from the date of written owner acceptance. Plants that exhibit more than 10% die-back damage shall be replaced at no additional cost to the owner. The contractor shall also provide adequate tree wrap and deer/rodent protection measures for the plantings during the warranty period.

14. This layout plan constitutes our understanding of the landscape requirements listed in the ordinance. Changes and modifications may be requested by the City based on applicant information, public input, council decisions, etc.

15. The landscape contractor shall be responsible for obtaining any permits and coordinating inspections as required throughout the work process.

16. Seed Mix Type 1: MN Native Landscapes G1 Mixture: Short Xeric Prairie Mix (Or Equal)
MN Native Landscapes F1 Mixture: Short Xeric Wildflower Mix (Or Equal)
Rate: 10 lbs. Per Acre or Per Seed Provider's Recommendations.
Application: Hydroseed & Hydromulch

17. Seed Mix Type 2: MN Native Landscapes G4 Mixture: Tall Wet Prairie Grasses Mix (Or Equal)
MN Native Landscapes F4 Mixture: Tall Wet Wildflower Mix (Or Equal)
Rate: 10 lbs. Per Acre or Per Seed Provider's Recommendations.
Application: Drill Seeder Planted with Curlex Netfree Straw Erosion Control Blanket.
Use bio-degradable corn starch staples to secure erosion control blanket.

18. The landscape contractor shall furnish an Irrigation Layout Plan for head-to-head coverage of all turf and shrub planting areas. Use commercial-grade irrigation equipment and provide product cut-sheets and (4) copies of the proposed layout plan to the landscape architect for review and approval. Coordinate irrigation connection point, controller, backflow and valving locations with the architect & general contractor.

19. Field stake plant locations for landscape architect approval prior to planting.

20. Both sheets 7.10 - 7.12 shall constitute the landscape plan package.

ENTRANCE MONUMENT NOTES:

LANDSCAPE GRADE BLACK VINYL EDGER TO BE USED AROUND PLANTING BEDS SHOWN ON PLAN.

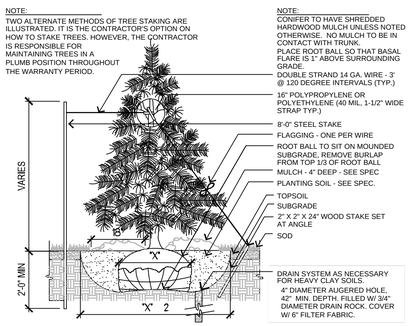
SHREDDED WOOD MULCH TO BE USED IN PLANTING BEDS.

NO WEED BARRIER USED.

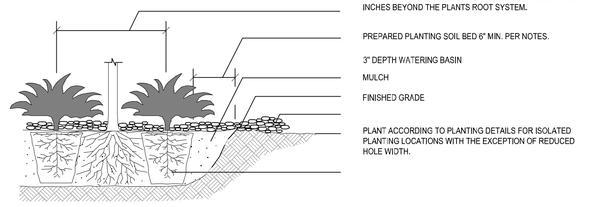
PREEN (OR EQUIVALENT) TO BE USED PRIOR TO PLANTING.

ANNUAL AREAS TO BE AMENDED WITH COMPOST/PLANTING SOIL TO A DEPTH OF 6".

NO MULCH IN ANNUAL AREA.



2 / 7.12 CONIFEROUS TREE PLANTING - SECTION
NOT TO SCALE



3 / 7.12 TYP. SHRUB PLANTING - SECTION
NOT TO SCALE

James R. Hill, Inc.
PLANNERS / ENGINEERS / SURVEYORS
2500 W. Cty. Rd. 42, Suite 120, Burnsville, MN 55337
PHONE: (952)890-6044 FAX: (952)890-6244

STATION
RAMSEY, MINNESOTA
FOR
FINAL LANDSCAPE PLAN
D.R. Horton, Inc.–Minnesota
20860 Kenbridge Court, Suite 100, Lakeville, Minnesota 55044

DRAWN BY
CJK

DATE
5/31/16

REVISIONS

6/3/16 PER CITY COMMENTS
6/23/16 PER CITY COMMENTS
7/11/16 FINAL CITY COMMENTS
10/14/16 ASBUILTS
12/07/16 ADDED ENTRANCE MONUMENT
12/19/16 REVISED ENTRANCE MONUMENT PER CITY

CAD FILE
22351-06LF

PROJECT NO.
22351-06

7.12

F:\22351\22351-06\22351-06 FINAL PLANS\22351-06LF.dwg – 12/19/2016 11:11AM

ENCROACHMENT AGREEMENT

THIS AGREEMENT ("Agreement") is made this _____ day of _____, 20___, by and between the **CITY OF RAMSEY**, a municipal corporation under the laws of the State of Minnesota ("City"), and **D.R. Horton, Inc.** and their successors and assigns ("Landowner").

RECITALS:

WHEREAS, Landowner is the fee owner of the real property generally located at the northwest corner of the intersection of East Ramsey Parkway (North) and Peridot Street NW, Ramsey, Minnesota and legally described as follows:

Lot 49, Block 1, Station, Anoka County, Minnesota.

("Property"); and

WHEREAS, the City currently has Drainage and Utility Easements (the "Easements") over, under and across a portion of the Property, as dedicated to the public pursuant to the Plat known as "Station" recorded in the Office of the County Recorder, Anoka County, Minnesota, which Easements are shown on Exhibit "A" attached hereto and made a part hereof.

WHEREAS, Landowner seeks permission from the City to encroach upon the Easements to install and maintain one (1) monument sign (the "Sign").

WHEREAS, the Sign would be located on the Property and would be approximately ten (10) feet from southeast corner of the Station Plat, shown on Exhibit "B".

NOW, THEREFORE, in consideration of the mutual covenants contained herein and other good and valuable consideration, the parties agree as follows:

1. The City hereby approves an encroachment on and over the Easements by Landowner for the purposes of installing and maintaining the Sign as shown on Exhibit "B" over that part of the Easements as shown in Exhibit "A" subject to the terms of this Agreement. Landowner shall not expand the Sign in size or height unless approved in writing by the City and no change in the existing grade by Landowner is allowed under this Agreement.

2. Nothing in this Agreement shall be deemed a waiver or abandonment of the City's rights under the Easements.

3. The Landowner shall be responsible for all costs relating to use, maintenance and repair of the Sign.

4. Landowner agrees that if the City, during its normal construction, reconstruction, maintenance and/or repair of the public utilities of the City located within the Easements including, but not limited to, watermain, sanitary sewer and/or storm sewer systems, deems it necessary and expedient to excavate within the Easements, Landowner shall be responsible for removing, reconstructing and/or repairing the Sign and the City's only obligation shall be to fill the excavated area and level the same to the grade that it was prior to the City's excavation. Notwithstanding the above, in the event the City finds it is necessary to completely and totally restore the easement area, the landowner agrees to remove the Sign that has been placed in the Easements. Landowner will promptly comply with said removal request at their expense and will remove the Sign within sixty (60) days of the written request by the City.

5. In the event that Landowner fails to take any action required in this Agreement and the City is required to repair, reconstruct or take other actions to maintain the City's utilities, as a result of the Landowner's use and maintenance of the Sign, the City may take any and all

actions permitted by law to collect the costs of those repairs and the City may further levy an assessment against the Property for all costs incurred by the City. Landowner waives any and all rights to challenge or appeal the assessment.

6. Landowner and their successors and assigns do hereby agree to defend, indemnify, and hold the City harmless from any and all costs and expenses, all claims and liability, including attorney's fees, relating to or arising from granting the Landowner permission to encroach on the Easements for the maintenance, use, and operation of the Sign.

7. All notices, requests, demands and other communications hereunder shall be in writing and shall be deemed given if personally delivered or mailed, certified mail, return receipt requested, to the following:

TO CITY: Jo Thieling, City Clerk
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

TO LANDOWNER: D.R. Horton
Attention: Mike Suel
20860 Kenbridge Ct
Lakeville, MN 55044

or to any successors or assigns of the Landowner or City, or any future address of the Landowner or City, if Landowner or City gives the other party notice of said change of address as provided pursuant to the provision for notice herein.

8. This Agreement shall be recorded against the title to the Property and shall be enforceable against Landowner's successors and assigns.

CITY OF RAMSEY

By: _____ By: _____
Sarah Strommen, Mayor Kurtis G. Ulrich, City Administrator

STATE OF MINNESOTA)
)ss.
COUNTY OF ANOKA)

The foregoing instrument was acknowledged before me this ____ day of _____, 20_____, by Sarah Strommen and Kurtis G. Ulrich, respectively the Mayor and City Administrator of the City of Ramsey, a Minnesota municipal corporation, on behalf of the corporation and pursuant to the authority granted by its City Council.

_____
Notary Public

LANDOWNER:

D.R. Horton, Inc. - Minnesota

By: _____

Its: _____

STATE OF MINNESOTA)
)ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this ____ day of _____, 20__, by _____, the _____ for D.R. Horton, Inc. – Minnesota.

_____
Notary Public

Drafted by:
City of Ramsey
7550 Sunwood Dr NW
Ramsey, MN 55303

Reviewed by:
Ratwik, Roszak & Maloney, P.A.
730 Second Ave. S., Suite 300
Minneapolis, MN 55402

EXHIBIT "A"
Station Final Plat

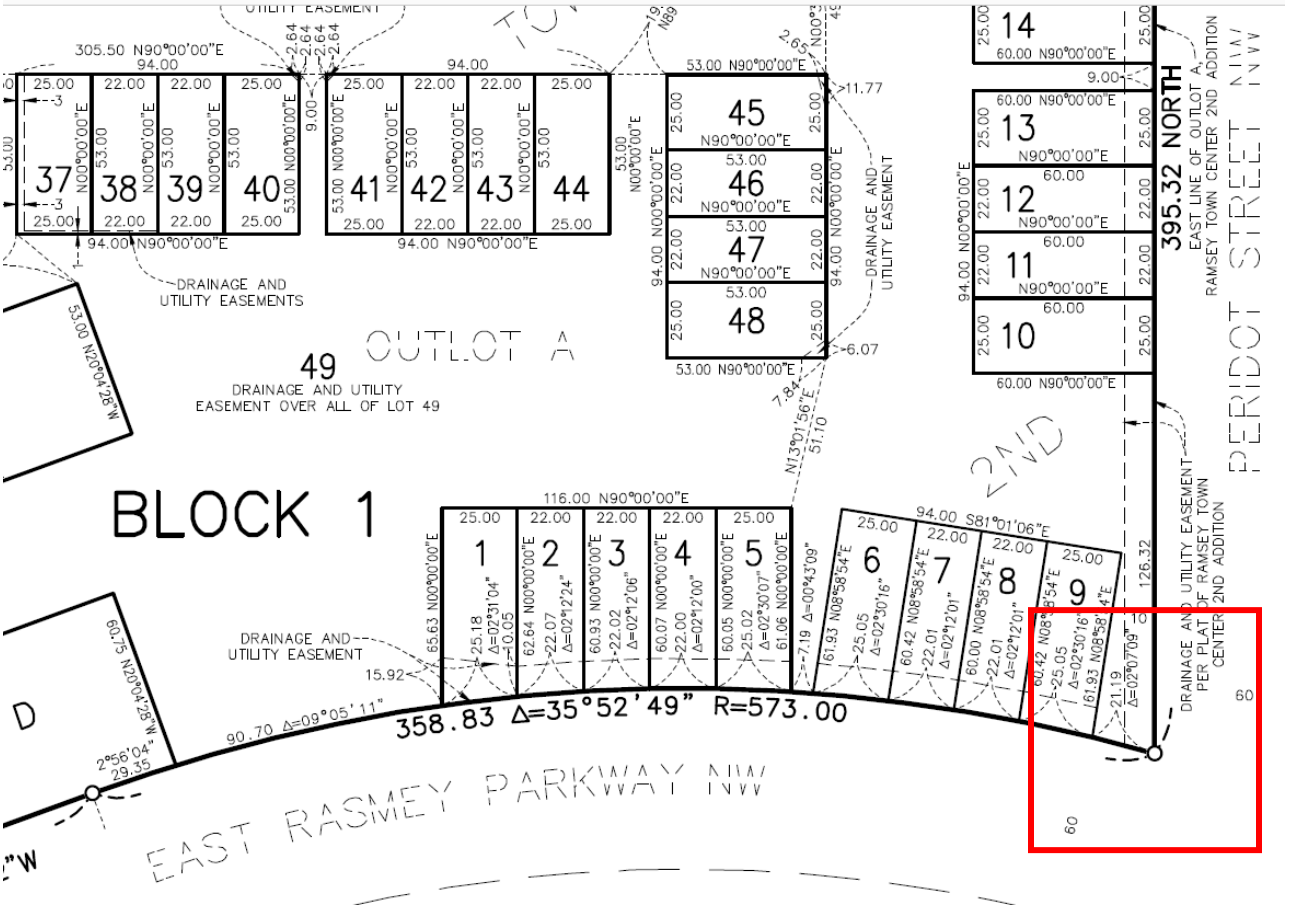
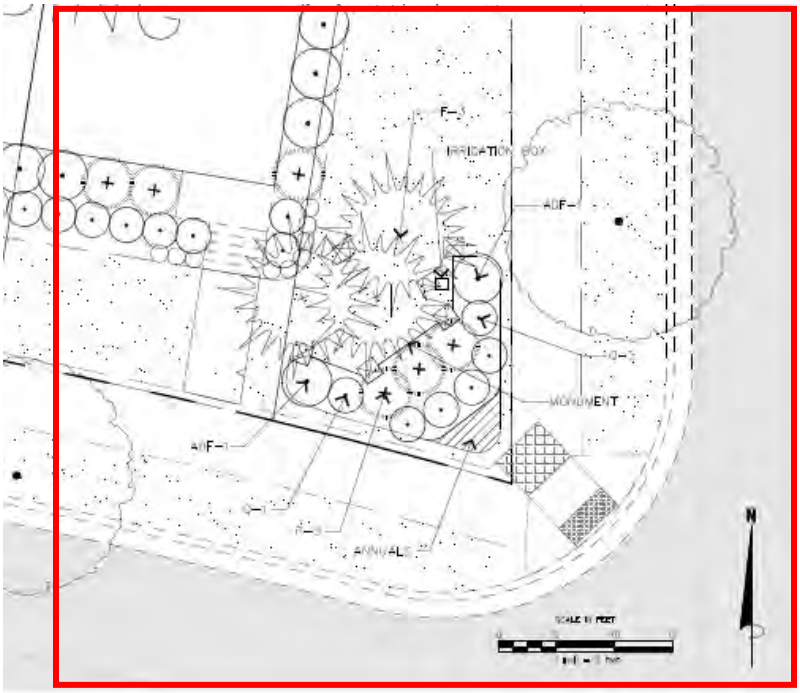
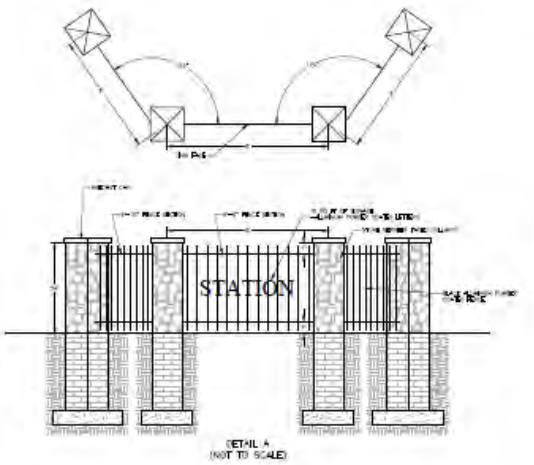


EXHIBIT "B"
Sign Instillation Site Plan





Entrance Monument Planting Palette:

Councilmember _____ introduced the following resolution and moved for its adoption:

RESOLUTION #17-02-043

RESOLUTION APPROVING AN ENCROACHMENT AGREEMENT FOR A PROJECT SIGN TO BE INSTALLED IN A DRAINAGE AND UTILITY EASEMENT LOT 49, BLOCK 1 STATION AND DECLARING TERMS OF SAME

WHEREAS, The DR Horton, Inc., hereinafter referred to as the "Applicant," has requested an Encroachment Agreement to allow for the installation of a project sign (the "Sign") that would be located in a drainage and utility easement (the "Easement") on the property legally described as follows:

Lot 49, Block 1, Station

(the "Subject Property").

WHEREAS, the Applicant has applied for a permanent sign permit to the ten (10) square foot Sign on the Subject Property; and

WHEREAS, the Engineering Department has found that the Easement can still function with the encroachment of the Sign; and

WHEREAS, City Council reviewed the request on February 14, 2017.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA, as follows:

1. That, contingent upon the Applicant entering into an Encroachment Agreement with the City and recording said agreement against the Subject Property and the Sign being located outside of the Vision Clearance Triangle as defined in City Code, the Applicant may install and maintain the Sign in accordance with the terms and conditions contained within the Encroachment Agreement.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

whereupon said resolution was declared duly adopted by the Ramsey City Council this the 14th day of February, 2017.

CITY OF RAMSEY:

By:_____ By:_____
Mayor City Clerk

STATE OF MINNESOTA)
) SS.
COUNTY OF ANOKA)

On this _____ day of _____, 20___, before me, a Notary Public, personally appeared Sarah Strommen and Kurtis G. Ulrich, to me personally known, who, being each by me duly sworn did say that they are respectively the Mayor and City Administrator of the City of Ramsey, the Municipal Corporation named in the foregoing instrument, and seal affixed to said instrument is the corporate seal of said Municipal Corporation, and the said instrument was signed and sealed on behalf of said Municipal Corporation by authority of its City Council, and said Sarah Strommen and Kurtis G. Ulrich acknowledge said instrument to be the free act and deed of said Municipal Corporation.

_____
Notary Public

This document drafted by:
City of Ramsey
7550 Sunwood Dr NW
Ramsey, MN 55303

This document reviewed by:
Ratwik, Roszak & Maloney, P.A.
730 Second Ave. S., Suite 300
Minneapolis, MN 55402

CC Regular Session **4. 11.**

Meeting Date: 02/14/2017

Submitted For: Grant Riemer, Engineering/Public Works

By: MaryJo Warner, Engineering/Public Works

Information

Title

Receive Report from Public Works Committee
1. Finalize the Landscape Renovation for the Center Median in the Sweet Bay Ridge Development: Ratify the recommendation of the Public Works Committee to recommend City Council approval of a landscape renovation plan for Sweet Bay Ridge Development center medians.
2. Request for Rate Change at Electrical Vehicle Charging Station: Ratify the recommendation of the Public Works Committee for City Council approval to reduce the electric vehicle charging station's per/hour pricing from $1.00/hour to $.80 cents/hour, but retain the policy of charging for every hour that a vehicle is plugged into the station.
3. Consider Recommendation to City Council to Accept Draft Feasibility Report for Sunwood Drive Reconstruction, Improvement Project #17-00: Ratify the recommendation of the Public Works Committee to recommend that the City Council accept the recommendations outlined in the draft Feasibility Report for Sunwood Drive Reconstruction, City Improvement Project #17-00.
4. Consider Recommendation to City Council to Accept Draft Feasibility Report for Alpine Drive Reconstruction, Improvement Project #17-01: Ratify the recommendation of the Public Works Committee to recommend that the City Council accept the recommendations outlined in the draft Feasibility Report for Alpine Drive Reconstruction, City Improvement Project #17-01.
5. Consider Recommendation to City Council to Accept Draft Feasibility Report for Rivers Bend Street Reconstruction, Improvement Project #17-02: Ratify the recommendation of the Public Works Committee to recommend City Council to table the Draft Feasibility Report for Rivers Bend Street Reconstruction, Improvement Project #17-02, for further consideration of construction in 2018 with a nearby street reconstruction project.

Purpose/Background:

The Public Works Committee held its regular meeting on January 17, 2017 and discussed the following cases:
1. Finalize the Landscape Renovation for the Center Median in the Sweet Bay Ridge Development: Public Works Superintendent Riemer stated neighborhood residents have received 2 letters from City staff, most recently on September 29, 2016, which clearly outline project details, timeline and cost. He added a request for partial funding has been submitted to the neighboring developer, Lennar Homes, and is under consideration. Public Works Superintendent Riemer stated the landscape project's annual maintenance costs will be covered under the Public Works Maintenance Fund. The Public Works Committee's recommendation to the City Council is that the total project cost of $15,650, as well as additional annual maintenance cost, would be covered by City funds. Motion to ratify the recommendation of the Public Works Committee to recommend City Council approval of a landscape renovation plan for Sweet Bay Ridge Development center medians.
2 . Request for Rate Change at Electrical Vehicle Charging Station: Public Works Superintendent Riemer reviewed the staff report and rate change proposal. He added this proposal is the result of feedback from a resident who indicated she would use the charging station more if it would stop charging a fee for use of the station, when her battery is fully charged. He noted the charging station currently charges $1/hour and continues to charge $1/hour until the car is unplugged from the station. Public Works Superintendent Riemer stated staff recommends a rate

reduction at the electrical vehicle charging station. He added the rate can be easily adjusted. He noted that only one resident comment has been received by City staff to date and requested input from the Committee. Motion to ratify the recommendation of the Public Works Committee for City Council approval to reduce the electric vehicle charging station's per/hour pricing from $1.00/hour to $.80 cents/hour, but retain the policy of charging for every hour that a vehicle is plugged into the station.

3. Consider Recommendation to City Council to Accept Draft Feasibility Report for Sunwood Drive Reconstruction, Improvement Project #17-00: City Engineer Westby reviewed the staff report and summarized the draft Feasibility Report for the Sunwood Drive Reconstruction project including existing conditions, proposed improvements, estimated costs, and proposed funding program. City Engineer Westby also reviewed staff's conclusions and recommendations for the project which included using a 10-ton pavement design, excluding improvements to the trail north of Sunwood Drive, requiring private property owners to protect, relocate and repair their own private irrigation systems, and to order an assessment appraisal consultation report with this project. City Engineer Westby said staff is trying to conduct meetings with assessable property owners before the February 14, 2017, Public Hearing. He stated proposed assessment amounts have not yet been determined as this is the first application of the City's Special Assessments Policy for industrial properties so staff wanted to discuss available options with the Public Works Committee first. He reviewed a draft rough comparison between two optional assessment methods, the "adjusted front footage" method and the "area" method, which shows the adjusted front footage method results in less variable assessments ($9K - $40K), whereas applying the area method results in assessments that are much more variable ($3K - $42K). City Engineer Westby requested Committee feedback and comments on the application of assessments for this project. Motion to ratify the recommendation of the Public Works Committee to recommend that the City Council accept the recommendations outlined in the draft Feasibility Report for Sunwood Drive Reconstruction, City Improvement Project #17-00.

4. Consider Recommendation to City Council to Accept Draft Feasibility Report for Alpine Drive Reconstruction, Improvement Project #17-01: City Engineer Westby reviewed the staff report and summarized the draft Feasibility Report for this proposed project including existing conditions, proposed improvements, estimated costs, and proposed funding program. City Engineer Westby also reviewed staff's conclusions and recommendations for the project which included using a 10-ton pavement design, excluding improvements to the trail south of Alpine Drive, and requiring private property owners to protect, relocate and repair their own private irrigation systems. He added the road's aggregate base was constructed of recycled crushed concrete that was graded such that it became rehydrated over the years creating a weak concrete slab which cracked at semi-regular intervals causing the tenting that occurs in cold weather months. Motion to ratify the recommendation of the Public Works Committee to recommend that the City Council accept the recommendations outlined in the draft Feasibility Report for Alpine Drive Reconstruction, City Improvement Project #17-01.

5. Consider Recommendation to City Council to Accept Draft Feasibility Report for Rivers Bend Street Reconstruction, Improvement Project #17-02: City Engineer Westby reviewed the staff report for the Rivers Bend Street Reconstructions project. City Engineer Westby then reviewed staff's recommendations for the project which included completing the proposed improvements in 2018 (or later) in conjunction with a nearby street reconstruction project such as the Stanhope Terrace Street Reconstruction project scheduled for 2018 construction. He added potential assessments have yet to be discussed with neighborhood residents, and noted there will be further review when the project is re-introduced. Motion to ratify the recommendation of the Public Works Committee to recommend City Council to table the Draft Feasibility Report for Rivers Bend Street Reconstruction, Improvement Project #17-02, for further consideration of construction in 2018 with a nearby street reconstruction project.

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Action:

Motion to ratify the recommendation of the Public Works Committee.

Attachments

Agenda

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	02/08/2017 02:53 PM
Bruce Westby	Bruce Westby	02/08/2017 05:28 PM
Kurt Ulrich	Kurt Ulrich	02/09/2017 03:30 PM
Form Started By: MaryJo Warner		Started On: 02/06/2017 02:17 PM
Final Approval Date: 02/09/2017		

City of Ramsey
Agenda
Public Works Committee
Tuesday, January 17, 2017
5:30 pm
Lake Itasca Room, 7550 Sunwood Drive NW

1. Call to Order

2. Citizen Input

3. Approve Agenda

4. Approve Minutes

1. Approve Public Works Committee meeting minutes

5. Committee Business

1. Finalize the Landscape Renovation for the Center Median in the Sweet Bay Ridge Development

2. Request for Rate Change at Electrical Vehicle Charging Station

3. Consider Recommendation to City Council to Accept Draft Feasibility Report for Sunwood Drive Reconstruction, Improvement Project #17-00

4. Consider Recommendation to City Council to Accept Draft Feasibility Report for Alpine Drive Reconstruction, Improvement Project #17-01

5. Consider Recommendation to City Council to Accept Draft Feasibility Report for Rivers Bend Street Reconstructions, Improvement Project #17-02

6. Committee/Staff Input

1. Updates on Corridor Studies for Trunk Highway 47, County State Aid Highway 5, and County State Aid Highway 83.

2. Review 2017 Capital Improvement Program Projects

3. Staff Updates on Improvement Projects and Items of Interest

4. Review Future Topics Calendar

7. Adjournment

Public Works Committee **4. 1.**

Meeting Date: 01/17/2017
Submitted For: Grant Riemer, Engineering/Public Works
By: MaryJo Warner, Engineering/Public Works

Title:
Approve Public Works Committee meeting minutes

Purpose/Background:
To review and approve Public Works Committee meeting minutes of November 15, 2016.

Timeframe:
5 minutes.

Observations/Alternatives:
n/a

Funding Source:
n/a

Recommendation:

Action:
Motion to approve meeting minutes of November 15, 2016.

Attachments

Minutes

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	01/12/2017 09:16 AM
Grant Riemer	Grant Riemer	01/12/2017 09:48 AM
Kurt Ulrich	Kurt Ulrich	01/12/2017 04:32 PM
Form Started By: MaryJo Warner		Started On: 01/11/2017 01:25 PM
Final Approval Date: 01/12/2017		

PUBLIC WORKS COMMITTEE
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Public Works Committee conducted a regular meeting on Tuesday, November 15, 2016, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Chris Riley
Councilmember Jill Johns
Councilmember Melody Shryock

Also Present: City Administrator Kurtis Ulrich
Public Works Superintendent Grant Riemer
City Engineer Bruce Westby
Civil Engineer IV Leonard Linton

1. CALL TO ORDER

Chairperson Riley called the regular meeting of the Public Works Committee to order at 5:53 p.m.

2. CITIZEN INPUT

There was none.

3. APPROVE AGENDA

Motion by Councilmember Johns, seconded by Councilmember Shryock, to approve the agenda, as presented.

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Johns and Shryock. Voting No: None.

4. APPROVE MINUTES

4.01: Approve October 18, 2016, Meeting Minutes

Motion by Councilmember Johns, seconded by Councilmember Shryock, to approve the following minutes:

Regular Meeting Minutes dated October 18, 2016

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Johns and Shryock. Voting No: None.

5. COMMITTEE BUSINESS

5.01: Consideration of Recommending City Council Approval of Draft Water Supply Plan

Civil Engineer Len Linton reviewed the plan with the Committee.

Chairperson Riley mentioned there are some blanks in the documents that he is wondering about.

Mr. Linton stated they will be filled in and updated before it goes before the City Council for review.

City Engineer Westby stated the City is blessed to have both surface and ground water for water supply options but right now they are still working through what the most appropriate water source(s) will be in the future.

Chairperson Riley stated from the facts and figures it appears the City has the capacity to do this plan over the next ten years.

City Engineer Westby stated that is correct.

Motion by Chairperson Riley, seconded by Councilmember Shryock, to recommend that the working document of the Draft Water Supply Plan be forwarded to the Environmental Policy Board and Planning Commission before it is reviewed by the City Council.

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Shryock and Johns. Voting No: None.

6. COMMITTEE / STAFF INPUT

6.01: Update on Anoka County Highway Department Flashing Yellow Arrow Signal System Improvement Projects

City Engineer Westby provided an update on this plan and a copy of the lights Anoka County is proposing to update in 2017. He stated they want to know if the Public Works Committee thinks the intersection of Armstrong Boulevard/CSAH 83 and Sunwood Drive/147th Avenue should be considered for Flashing Yellow Arrow (FYA) updates. He noted they look at crash incidents and other data before deciding if it is necessary ultimately.

Councilmember Shryock stated she thinks putting in the flashing yellow lights is beneficial overall however stated they should be cautious when deciding to put them in near the COR area due to the possibility that they will build it out more and it may become too busy for that type of light in the intersection.

Chairperson Riley stated he thinks they should keep them all consistent with each other.

City Engineer Westby stated he thinks it is a good idea to apply them in the same way.

Councilmember Shryock asked if they can wait to see what direction they go with the Bunker/Armstrong intersection goes before deciding what to do at the COR intersections.

It was the consensus of the Public Works Committee to recommend this plan move forward coinciding with Anoka County and proceed with the FYA study for the Armstrong Boulevard/CSAH 83 and Sunwood Drive/147th Avenue intersection with the condition that the study cost will not exceed $2,400.

6.02: Staff Updates on Improvement Projects and Items of Interest

City Engineer Westby stated the 8-foot stripe is done along Andrie Street and 164th Lane and they are currently working on the no parking signs and plan to get them in before Friday.

City Engineer Westby stated Phase 3 of the Mississippi River Trail south of Highway 10 is moving along quickly.

City Engineer Westby stated he scheduled a meeting with Mn/DOT to see what they may be able to bring to the table for the Trunk Highway 10 corridor study.

Chairperson Riley asked if they need to wait for the MSA funds to be fully replenished before they can start looking at other projects on MSA routes.

City Engineer Westby stated right now the MSA funds are repaying some bonds and are targeted for other projects and the 5-year street maintenance program includes MSA roads in it that will need to be completed first before they can start to work on other roads.

6.03: Review Future Topics Calendar

Councilmember Shryock stated she had been asked by residents regarding tornado sirens. She was wondering when the last time they had communicated with residents about the sirens, when and where the sirens are, and what they mean when they sound.

Mr. Linton explained the sirens are tested every first Wednesday at 1:00 p.m.

Councilmember Shryock stated maybe it would be a good thing to have an informational meeting to speak about it.

City Administrator Ulrich stated they will put information on the City drills in the spring newsletter.

7. ADJOURNMENT

Motion by Councilmember Shryock, seconded by Councilmember Johns to adjourn the Public Works Committee meeting.

Motion carried.

The regular meeting of the Public Works Committee adjourned at 6:35 p.m.

Respectfully submitted,

_____

Grant Riemer
Public Works Superintendent

Drafted by Michaela Kujawa-Daniels
TimeSaver Off Site Secretarial, Inc.

Public Works Committee **5. 1.**

Meeting Date: 01/17/2017

By: Mark Riverblood, Engineering/Public Works

Title:

Finalize the Landscape Renovation for the Center Median in the Sweet Bay Ridge Development

Purpose/Background:

In July 2016 the Public Works Committee reviewed options for addressing the median(s) at Sweet Bay Ridge, and directed staff to develop a landscape plan pursuant to the discussion. The following is the background within that case:

"The median is located on 161st Avenue, east of Variolite Street. The median consists of two sections, one approximately 150' x 15' and the other 300' x 15'. The median was installed during the first phase of the Sweet Bay Ridge Development and was irrigated and maintained by the developer initially. During the recession, the developer requested that the irrigation meter be removed and with no home owners association to assume payment of the utility bill, the irrigation was shut off and has been off for several years now. Because it was a private irrigation system, we have no record of it being winterized or if it is even functional today. A quick inspection by staff uncovered several broken sprinkler heads and missing parts.

A group of residents from the development have taken on the maintenance of the median themselves, because they take pride in the appearance of their neighborhood. But, the out of pocket costs, time, and labor have become too much for them to continue this practice. Last fall a group of neighbors came to the City asking for help with the maintenance of the median. They were seeking permission to have rock installed on the median, at their cost, as a way to cut back on the maintenance and reduce costs associated with replacing the wood mulch every year. This idea was rejected by Staff because of the harsh environment it would create for the plant material and because of potential maintenance issues the rock could cause (if the rock found its way to the road surface).

It should be noted that whatever solution or direction is taken for this median, City Council approval will be needed before any work can take place. Also, there are other medians throughout the city that are in the same condition of disrepair with no clear cut maintenance agreements or ownership in place. Any decision made on this particular median will impact how we handle the future maintenance on those facilities as well."

At the October 18, 2016 Public Works Committee meeting, Staff recommended a landscape plan with an annual maintenance contract for the median renovation to the Committee for consideration. Following discussion, a motion was made and approved to move forward with the project—but also that staff investigate a shared funding arrangement between the City, volunteer contributions by willing area residents, and the Lennar Corporation (the single family home developer to the south).

As of this case preparation, there has been little interest/commitment expressed in the above referenced cost share opportunity.

Notification:

Staff has had regular contact with Sweetbay Ridge neighborhood (written and via phone) as this topic has progressed in 2016, until today. A neighborhood contact(s) has been notified that this case is being discussed once more at the the January 2017 Public Works Committee meeting.

Observations/Alternatives:

Based upon the direction received at the Committees' July meeting, staff developed a landscape renovation plan reflected in the attached quote from Great Northern Landscapes, Inc. Approval of this landscape plan and cost was ratified by City Council following the October recommendation from the Committee, together with the plan to invite others to cost-share in the project. As the request for funding assistance from other parties has not yielded results (as of this case preparation), Staff is recommending reaffirmation of the Committees' October recommendation to move forward with the landscape renovation and apply outside donations to the project when they are received.

Funding Source:

The landscape improvements, irrigation repairs ($15,150) and contracted maintenance costs (approximately $800 annually) will be accommodated within the General Fund budget proposed for 2017.

Note: Additional 'streetscape' renovations (to ***other*** existing locations in the city) *or* for new landscape treatments along city streets and entrances to the city, may need to be accommodated by increases to the General Fund budget or other funding sources for future years.

Further Note: Direction was provided to work with Lennar Homes on a potential cost share on capital costs to repair the median improvement. Lennar has expressed a willingness to discuss, but final decision will be made as part of Final Plat and Development Agreement Approval when final costs of Woodlands 4th Addition are known.

Action:

Motion to recommend for City Council approval, a landscape renovation plan for the Sweet Bay Ridge center medians as outlined in the quote from Great Northern Landscapes, Inc., and funded primarily by the City of Ramsey.

Attachments

Sweet Bay Ridge Median
Sweet Bay ridge Median 2
Sweet Bay Ridge Median 3
Sweet Bay Ridge Median 4
Sweet Bay Ridge Median 5
Great Northen quote
PW Minutes
Resident Letter

Form Review

Inbox	Reviewed By	Date
Mary Jo Warner	MaryJo Warner	01/11/2017 03:22 PM
Grant Riemer	Grant Riemer	01/12/2017 07:54 AM
Chris Anderson	Chris Anderson	01/12/2017 08:16 AM
Tim Gladhill	Tim Gladhill	01/12/2017 09:30 AM
Kurt Ulrich	Kurt Ulrich	01/12/2017 04:32 PM
Form Started By: Mark Riverblood		Started On: 01/10/2017 10:23 AM
Final Approval Date: 01/12/2017		











Great Northern Landscapes, Inc.

19720 Iguana St. NW, Elk River, MN 55330 763-274-2678 Fax 763-274-2679

August 10, 2016

City of Ramsey

Re: Sweet Bay Ridge Development center median restoration

Attn: Mark Riverblood,

Mark:

Please accept our bid for the Landscaping & irrigation portion of the above mentioned project. Our bid includes all materials, labor and applicable taxes.

Landscaping - $14,100

81 - Dwarf bush honeysuckle

60cy - Double shredded mulch

30cy - Mulch removal

2 - Loads hauled off site

240sy - Fiber mat (between curb and daylily's

1 - Preen application

10cy - Planting soil

Liatris as needed

Irrigation repair - $1,050 *install battery operated valves and rain sensor and repair heads

3 year maintenance - $600/year (3 trips)

Thank you,

Mitch Wettschreck

Mitch Wettschreck

5. COMMITTEE BUSINESS

5.01: Recommend Landscape Improvements for Center Median in the Sweet Bay Ridge Development

Parks & Assistant Public Works Superintendent Riverblood reviewed the proposed project and plan and recommendation by the City Council to proceed with the landscape renovation plan by Great Northern Landscapes, Inc. He stated it will include honeysuckle bushes, mulching, planting soil, irrigation, and yearly maintenance.

Clint Seul, 7496 161st Avenue, Sweet Bay Ridge resident, stated the neighbors were hoping to have some plants that were smaller in size so people can see children playing or crossing the street as they come around the corner. He stated the honeysuckle bushes are the residents concern because they grow so tall and large they can create a hazard on the median.

Public Works Superintendent Riemer asked if they could mulch back from the curb to the tree line and then put the bushes in line with that, noting that may resolve the issue Mr. Seul and residents are concerned about.

Parks & Assistant Public Works Superintendent Riverblood stated in the affirmative that this option can be pursued.

Chairperson Riley stated he was surprised to find the cost is $14,000 to renovate this project and that it will cost roughly $600.00 – $800.00 a year to maintain it.

Parks & Assistant Public Works Superintendent Riverblood stated he believes the cost is comparable to other companies and average in pricing. He noted there is a great deal of hand work that is involved in the project, irrigation repairs and new zone controller included.

Councilmember Kuzma asked why the City is the funding source is for this project and inquired about an HOA funding the cost.

Public Works Superintendent Riemer stated they don't have an HOA in place and the cost will be coming out of the operational budget. He stated this option is the most cost effective choice; the cost to lay black top on the entire median was roughly $32,000.00 and to remove the median was roughly $54,000

Parks & Assistant Public Works Superintendent Riverblood stated the beautification of the median makes the most sense to add the esthetics instead of removing the median. He noted removing the median added concerns that it would encourage increased driving speed of drivers in that area.

Mr. Seul stated the residents would like anything in that space that is low maintenance to reduce the burden on the neighborhood.

City Engineer Westby stated the special assessment policy does allow for these projects as long as the benefiting properties don't exceed the amount being put into the project.

Chairperson Riley asked if anyone has reached out to Lennar since they still have several properties in that development they are selling they may have an interest in helping fund this project as it would benefit them greatly due to the fact this median is at one of three entrances into the development.

Councilmember Kuźma stated maybe splitting the cost three ways between Lennar, the homeowners and the City would be a good idea.

Mr. Seul stated he believes the residents would be willing to pitch in.

Councilmember Johns stated maybe City Engineer Westby could draft a letter stating the intentions of the City and the proposed idea to cost share for Mr. Seul to give to the residents.

City Engineer Westby stated he could compose a letter.

Public Works Superintendent Riemer stated he will be the contact for the home owners at the City should they have questions or want to discuss anything further.

It was the consensus of the Committee to gather input from the homeowners and Lennar then finalize how to proceed.

Motion by Councilmember Kuzma, seconded by Councilmember Johns, to approve the proposed plan provided by Great Northern Landscapes, Inc., further investigate funding sources for this plan, and return it to the Public Works Committee upon conclusion at the November meeting.

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Kuzma and Johns. Voting No: None. Absent: Councilmember Shryock.

5.02: Consider Work Order for Sunwood Drive Roundabout Streetscape Design

Public Works Superintendent Riemer provided the proposed work order from WSB & Associates, Inc. He stated it is recommended to engage the work order with WSB & Associates, Inc.

Councilmember Kuzma asked how far WSB is willing to go with the cost.

City Engineer Westby stated they are going to cover the $11,989 plus whatever else is needed.

Chairperson Riley stated he thinks $12,000 is too much to invest into that area before they know what else will be built in that area as well.

Councilmembers Kuzma and Johns stated they expect what gets built there to be expensive so they feel it is a fine investment.

City of RAMSEY

7550 Sunwood Drive NW • Ramsey, MN 55303
City Hall: 763.427.1410 • Fax: 763.427.5543
www.cityoframsey.com

December 29, 2016

Dear Sweet Bay Ridge Resident:

This mailing is to update you on the City's plan for the maintenance of the center median on 161st Avenue in the Sweet Bay Ridge development.

The discussion began in the fall of 2015 when a group of Sweet Bay Ridge residents came to the City with a plan to improve the center median. At the time, the group had received voluntary donations from neighborhood residents to purchase landscaping rock and requested that they be allowed to place the rock in the median island to replace the deteriorating mulch. Weeds were growing in the median island and it was believed the landscape rock would reduce weed growth.

The City Public Works department rejected that plan based on a couple of factors. Staff felt there was potential for the rock to migrate from the berm onto the road, and the heat radiating from the rocks would create a harsh environment for the plant material in the median.

At the October 18th Public Works Committee meeting, City staff presented a quote from Great Northern Landscaping, for the repair of the irrigation system and the restoration of the berm, including new plant material. The committee recommended that the cost be divided three-ways, that is, between the City, voluntary donations from the neighborhood, and possibly a donation from Lennar homes. The Community Development department has been in contact with Lennar homes and is waiting on a final answer on their commitment.

It is important to note that, contrary to some reports, non-voluntarily assessment of neighborhood homeowners for the project is not an option.

This topic will be back in front of the Public Works Committee for discussion at their next meeting scheduled for 5:30 pm, January 17th, 2017 in the Lake Itasca room, Ramsey Municipal Center, 7550 Sunwood Drive NW. If you need any clarification on this project, please contact Grant Riemer, Public Works Superintendent at 763-433-9863 or email at Griemer@cityoframsey.com

Sincerely,

Grant Riemer
Public Works Superintendent

Public Works Committee **5. 2.**

Meeting Date: 01/17/2017

Submitted For: Grant Riemer, Engineering/Public Works

By: Grant Riemer, Engineering/Public Works

Title:

Request for Rate Change at Electrical Vehicle Charging Station

Purpose/Background:

In 2014 the City of Ramsey received a grant for the Twin Cities Clean Cities Coalition in conjunction with the American Lung Association and the National Park Service to install an electric vehicle charging station along the Mississippi River to encourage electric vehicle use in the corridor. The grant was for $10,333.00 and covered the purchase, installation and a 3 year maintenance agreement for the charging station, which is located on the first floor of the municipal parking ramp. The Public Works Committee recommended and the council approved charging $1.00/ hour to charge your vehicle. The unit was installed in January of 2015 and to date has generated $19.87 in revenue. Staff has received a request from a Ramsey resident, who is also a frequent user of the NorthStar commuter train, asking if we could change how we charge to use the EV charging station. Currently we charge $1.00 for every hour your vehicle is plugged into the station. The resident stated that she would use the EV station more, if the station was configured to stop charging the $1.00/hour once the vehicle was fully charged. We use ChargePoint for our EV station provider and there is an option that would let us accomplish what the resident is requesting.

Timeframe:

10-15 Minutes

Observations/Alternatives:

One way to look at our current policy of per hour pricing would be to consider our station as a parking meter. The driver pays the per-hour fee for as long as the vehicle is plugged in whether or not the vehicle is actually drawing power. So, if a driver plugs in for 8 hours, and the car was fully charged after 5 hours, the driver still pays for 8 hours. That's how long the parking spot was occupied, and that's how the fee was computed. Another alternative would be to lower the per hour pricing, but retain the per hour fee for when the vehicle is plugged into the station. The third alternative would be to change the pricing model to retain the $1.00 per hour flat rate, but have the station shut off when the vehicle has fully charged. So to summarize the pricing alternatives would be:
Alternative #1 retain our current policy of charging $1.00/hour for every hour the vehicle is plugged into the station.
Alternative #2 reduce the per /hour pricing, but retain the policy of charging for every hour that a vehicle is plugged into the station.
Alternative #3 Retain the $1.00/hour charging rate, but change the software to shut off the charging station when the vehicle reaches full charge

Funding Source:

N/A

Recommendation:

Staff's recommendation would be alternative #2 - reduce the per /hour pricing, but retain the policy of charging for every hour that a vehicle is plugged into the station.

Action:

Motion to accept staffs recommendation of alternative # 2 or or reject the staff recommendation and approve an alternative motion based on committee discussion

Attachments

No file(s) attached.

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	01/12/2017 04:29 PM
Form Started By: Grant Riemer		Started On: 01/03/2017 12:02 PM
Final Approval Date: 01/12/2017		

Public Works Committee **5. 3.**

Meeting Date: 01/17/2017

By: Bruce Westby, Engineering/Public Works

Title:

Consider Recommendation to City Council to Accept Draft Feasibility Report for Sunwood Drive Reconstruction, Improvement Project #17-00

Purpose/Background:

The purpose of this case is to consider providing a recommendation to the City Council for accepting the DRAFT Feasibility Report for Sunwood Drive Reconstruction, City Improvement Project #17-00.

Timeframe:

Staff estimates 20 minutes will be required to present this case and respond to questions.

Observations/Alternatives:

Attached is a DRAFT copy of the Feasibility Report. Please note this is a working document still under development.

While the majority of information in the attached draft report is complete, the preliminary assessments are currently incomplete. Before publishing preliminary assessments, Staff wishes to discuss preliminary assessments for this project with the Public Works Committee since the City has not yet applied the adopted Special Assessments Policy to projects assessing commercial or industrial properties. Staff would therefore like to discuss the optional assessment methods with the Committee before finalizing preliminary assessments within the draft Feasibility Report, which is proposed to be presented to the City Council on January 24th.

Once the Feasibility Report is complete, meetings with individual property owners will be conducted to discuss the proposed project, their preliminary assessment, and to gather feedback for future consideration by Council.

Alternatives:

Alternative #1 – Motion recommending City Council acceptance of the recommendations outlined in the draft Feasibility Report for Sunwood Drive Reconstruction, City Improvement Project #17-00, with the following modifications; _____.

Alternative #2 – Motion denying City Council recommendation at this time.

Funding Source:

Staff proposes to fund the proposed improvements using a combination of special assessments, street reconstruction bond funds, and stormwater utility funds. Staff proposes to assess 9 identified benefiting property owners for 25% of the eligible project costs totaling $151,750.

Recommendation:

Staff recommends alternative #1.

Action:

Motion to recommend approval of Alternative #1.

Attachments

DRAFT Feas Report IP1700

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	01/12/2017 03:06 PM
Kurt Ulrich	Kurt Ulrich	01/12/2017 04:29 PM
Form Started By: Bruce Westby		Started On: 01/10/2017 09:07 AM
Final Approval Date: 01/12/2017		

DRAFT FEASIBILITY REPORT

SUNWOOD DRIVE RECONSTRUCTION

CITY IMPROVEMENT PROJECT NO. 17-00

January 12, 2017

Prepared By:

City of Ramsey
Engineering Department
7550 Sunwood Drive
Ramsey, MN 55303
763-433-9820
763-433-9848 (Fax)

January 12, 2017

Honorable Mayor and City Council
City of Ramsey
7550 Sunwood Drive
Ramsey, MN 55303

Re: Feasibility Report - City of Ramsey Improvement Project #17-00
Sunwood Drive Reconstruction

Dear Mayor and City Council Members:

Transmitted herewith is a Feasibility Report for the proposed Sunwood Drive Reconstruction project between Ramsey Boulevard/CSAH 56 and Bunker Lake Boulevard/CSAH 116 which examines the feasibility of reconstructing the bituminous street section and completing other appurtenant improvements.

This Feasibility Report examines the scope of the proposed improvements, explores estimated costs and available funding sources, defines a preliminary project schedule, and determines the necessity, feasibility and general cost-effectiveness of the proposed improvements, including any alternate designs, as well as whether the improvements would best be completed separately or in conjunction with another project.

I would be happy to discuss this report with you at your convenience. Please feel free to contact me at 763-433-9825 or bwestby@cityoframsey.com with any questions.

Sincerely,
City of Ramsey

Bruce Westby, PE
City Engineer

Enclosure

C: Kurt Ulrich, City Administrator
Diana Lund, Finance Director
Grant Reimer, Public Works Superintendent
Leonard Linton, Civil Engineer IV

DRAFT

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 Professional Engineer under the laws of the State of Minnesota.

Bruce Westby, PE

Date: January 18, 2017 License No. 40116

I hereby certify that this plan, specification or report was reviewed for Quality Control and Quality Assurance purposes and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Leonard Linton, PE

Date: January 18, 2017 License No. 21112

DRAFT

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Figure 1 – Project Scope
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Preliminary Assessment Map
Preliminary Assessment Roll

Appendix D

Geotechnical Exploration and Engineering Review (NTI – 30 pages)
Pavement Evaluations and Recommendations (WSB & Associates – 8 pages)

1. EXECUTIVE SUMMARY

City Improvement Project 17-00 proposes to reconstruct Sunwood Drive between Ramsey Boulevard/CSAH 56 and Bunker Lake Boulevard /CSAH 116 which totals approximately 3,050 linear feet (0.58 miles) in length. A map showing the location and scope of the proposed improvements is included as ***Figure 1*** in ***Appendix A***.

This segment of Sunwood Drive was constructed in 1996 using bituminous pavement between B618 concrete curb and gutter. The street was constructed to a width of 40 feet from face-of-curb to face-of-curb, which is centered within an 80 foot wide right-of-way. A storm sewer system also exists under this segment of Sunwood Drive including numerous catch basins which drain runoff from the street to adjacent low-lying areas using concrete storm sewer pipes.

City staff evaluates and rates the condition of pavement sections on all city streets on an annual basis using the Pavement and Surface Evaluation Rating (PASER) system. In the fall of 2016, the pavement section of the above-referenced street segment were rated with PASER ratings of 3 and 4, depending on location, which indicates this street is past the point of applying mill and overlay improvements. The current condition of this street requires City staff to patch the street at least once per year, particularly before winter so the street can be plowed without tearing up the pavement in the process. Pictures of the street are located in ***Appendix A***.

Proposed improvements include removing and replacing damaged sections of concrete curb and gutter and reconstructing the existing bituminous pavement section using a process known as Stabilized Full Depth Reclamation, or SFDR. This process involves milling the top 3 inches of existing bituminous pavement which is then hauled off site, reclaiming (grinding and mixing) the remaining bituminous pavement along with approximately 2 inches of existing aggregate base, injecting an asphalt emulsion stabilizer into the reclaimed material, mixing and spreading the stabilized reclaimed material on top of the reshaped and compacted subgrade, then placing 4 inches of new bituminous pavement on top. This results in a 10-ton pavement design that meets current State Aid standards.

The existing storm sewer system is in good condition and meets all current State Aid standards and is therefore not proposed to be improved. An off-street bike trail exists along the north side Sunwood Drive but is not proposed to be improved as part of this project.

Pavement corings, soil borings, and associated pavement reconstruction design recommendations were just recently completed so staff has not yet had an opportunity to discuss the proposed improvements, or the use of special assessments to help pay for a portion of the improvements, with owners of abutting properties or local business owners. However, Staff recently mailed letters to the owners of abutting properties and area businesses for the purpose of explaining the proposed improvements and requesting meetings with impacted and interested parties to discuss the proposed improvements and gather public input.

The engineer's opinion of probable costs for completing the proposed improvements on Sunwood Drive as outlined in this report is $607,000. Estimated costs include 23% indirect costs for administrative, engineering, finance and legal costs. A summary of the engineer's opinion of probable costs is included in ***Appendix B***.

A total of 9 parcels have been identified as receiving special benefit from the improvements. These parcels are identified in the preliminary assessment map and roll in ***Appendix C***.

Staff recommends the use of special assessments to pay for 25% of all eligible improvement costs, which will then be applied across 9 assessable properties using the "area" method of assessment. All costs for this project are eligible for special assessments since all construction costs are based strictly on reconstructing the street at its existing width using a comparable pavement section design with no subgrade corrections or public utility improvements. The existing street width and pavement section are sufficient to accommodate current State Aid design standards.

Staff recommends ordering a special benefit consultation report for this project to verify that the proposed assessment amount will not exceed the amount of benefit to any of the properties. If the report concludes that the benefit to any of the properties is less than the proposed preliminary assessment rate, Staff will propose to lower the assessment rate accordingly at the Assessment Hearing scheduled for October 10th, 2017. However, if the special benefit consultation report verifies that the assessment rates as proposed are justified, Staff will propose to adopt the final assessment roll using the rate as preliminarily proposed.

This improvement project, which is listed in the City's current Capital Improvement Program, is proposed to be funded using a combination of special assessments to benefiting properties, street reconstruction bond proceeds, and stormwater utility funds.

This project can best be constructed as a stand-alone project, is necessary, feasible, and cost-effective from an engineering standpoint, and can be constructed as proposed herein.

2. INTRODUCTION

2.1 Authorization

The preparation of this report was authorized by the Ramsey City Council on August 9, 2016. This project has been designated as City Improvement Project No. 17-00.

2.2 Program Overview

In support of the City's long-term Street Maintenance Program, the entire existing bituminous pavement section will be reconstructed using a stabilized full-depth reclamation (SFDR) process. All damaged concrete curb and gutter sections will also be removed and replaced, plus other appurtenant work will be completed as outlined in this report.

The City's pavement evaluation process involves a visual evaluation of each street's pavement surface based on the type, extent and severity of each pavement distress observed. Numerous types of pavement distresses may exist within a pavement section including, but not limited to, alligator cracking, block cracking, longitudinal cracking, transverse cracking, rutting, raveling, shoving, potholes and patches. This field data is then used to rate the pavement condition.

The City uses the Pavement and Surface Evaluation Rating (PASER) system to rate pavement condition. A PASER rating is a numerical index between 1 and 10 indicating the condition of a pavement based on the various pavement distresses recorded during visual observations. A PASER rating of 10 represents brand new pavement, while a PASER rating of 1 represents a pavement section that has fallen into complete disrepair requiring full reconstruction.

In the fall of 2016, City staff evaluated and rated the condition of the pavement along this segment of Sunwood Drive. A PASER rating of 4 was determined for the segment of Sunwood Drive between Bunker Lake Boulevard and Ramsey Boulevard.

2.3 Scope

City of Ramsey Improvement Project 17-00 proposes to reconstruct the existing bituminous pavement, to remove and replace damaged concrete curb and gutter sections, and to complete other appurtenant work on Sunwood Drive between Ramsey Boulevard/CSAH 56 and Bunker Lake Boulevard /CSAH 116 which totals approximately 3,050 linear feet (0.58 miles) in length.

The existing bituminous pavement section is proposed to be reconstructed using the SFDR process. This involves milling the top 3 inches of existing bituminous pavement, reclaiming the remaining bituminous pavement along with approximately 2 inches of existing aggregate base, injecting an asphalt emulsion stabilizer into the reclaimed material, mixing and spreading the stabilized reclaimed material on top of the reshaped and compacted subgrade, then placing 4 inches of new bituminous pavement on top. This results in a 10-ton pavement design that meets current State Aid standards.

A map showing the location and scope of the proposed improvements is included as ***Figure 1*** in ***Appendix A***.

3. EXISTING CONDITIONS

3.1 Existing Pavement and Soil Conditions

The segment of Sunwood Drive between Ramsey Boulevard/CSAH 56 and Bunker Lake Boulevard/CR 116 was constructed in 1996 using bituminous pavement and B618 concrete curb and gutter. The street has a consistent width of 40 feet from face-of-curb to face-of-curb, and is centered within an 80 foot right-of-way. Striped parking lanes exist along both sides of the street. The existing posted speed is 35 mph along this entire segment of Sunwood Drive.

In 2002 the pavement was cracksealed and sealcoated, and spot spray patching has been applied since on an as-needed basis. In 2016 Staff observed a Pavement and Surface Evaluation Rating (PASER) of 3 to 4, depending on location.

In 2015, the City recorded a traffic volume of 3,500 average annual daily traffic (AADT). While truck counts are not available, Staff believes it is reasonable to assume between 5 and 10 percent of vehicles using this street segment can be classified as truck traffic, and that the percentage of trucks using this corridor could increase slightly over time due to current business expansion projects and since several undeveloped but developable parcels exist along the corridor.

Northern Technologies, Inc. (NTI) was employed to complete a Geotechnical Exploration and Engineering Review for this project, which included eleven (11) soil borings that were spaced at approximately 200 feet along Sunwood Drive. The locations of the borings are shown in the Boring Location Diagram in Appendix C of NTI's report, attached in ***Appendix D.***

The soil borings provide information on existing bituminous pavement and aggregate base course thicknesses, subsurface soil conditions, existing ground water elevations, and potential issues that may be encountered during construction. Recommendations are also provided for excavations, site preparation, engineered fill and compaction, depths of unsuitable soils to be removed, ground water management, and pavement design parameters. All borings terminated at a nominal depth of 11 feet below the existing ground surface.

Groundwater was observed in all soil borings at depths ranging between 7 and 9.5 feet below the existing ground surface. Based on the work being proposed and the recorded water level depths, groundwater is not anticipated to be a significant issue for work completed with this proposed project.

The soil borings generally indicate that existing bituminous pavement thicknesses range between 4.3 to 8.3 inches. Apparent aggregate base was not observed at any of the boring locations. Previously placed fill soils, generally consisting of poorly graded sand with silt (SP-SM), are present at depths ranging from 2.0 to 7.0 feet below the top of the pavement. Native alluvial soils consisting of poorly graded sand (SP), silty sand (SM), and poorly graded sand with silt (SP-SM) generally extend to the bottom of the borings.

3.2 Watermain

Watermain was installed in 1996 under the pavement along the entire segment of Sunwood Drive. Staff believes the existing watermain is in good condition, and that no repairs will be

required prior to reconstructing the pavement. However, if the City Council orders plans and specifications for the proposed improvements, staff proposes to hire a leak detection expert to ensure there are no detectable leaks. If leaks are detected, repairs would be made under separate contract before work commences on this project.

3.3 Sanitary Sewer

Sanitary sewer was installed in 1996 under the pavement along the entire segment of Sunwood Drive. Staff believes the existing sanitary sewer is in good condition, and that no repairs will be required prior to reconstructing the pavement. However, if the City Council orders plans and specifications for the proposed improvements, staff proposes to hire a firm to televise the sewer to ensure the pipes are not deformed, cracked, or broken, and that all joints are sealed. If any issues are detected, repairs would be made under separate contract before work commences on this project.

3.4 Storm Sewer/Drainage

Storm sewer exists along the entire segment of Sunwood Drive. Based on design calculations completed by City staff, no modifications are required to the existing storm sewer system to meet current State Aid standards. Stormwater runoff is currently conveyed within the concrete curb and gutter along the outside edges of Sunwood Drive, where it is then collected in concrete catch basins and routed through concrete storm sewer pipes to existing wetlands, stormwater drainage ditches, and ponding facilities.

3.5 Streets

3.5.1 Existing Typical Sections

Sunwood Drive is centered within 80 feet of City-owned right-of-way. The street section is 40 feet wide from face-of-curb to face-of-curb. All curb along these streets are B618 concrete curb and gutter.

Parking is currently allowed on both sides of the streets and is delineated with striping.

3.5.2 Maintenance History

This segment of Sunwood Drive was originally constructed in 1996 and received a crackseal and sealcoat treatment in 2002. Spot patching has also been completed since then.

3.6 Land Use

The properties abutting this segment of Sunwood Drive are all zoned E1, with the exception of Cottonwood Park.

4. PROPOSED IMPROVEMENTS

4.1 Street and Stormwater Improvements

The segment of Sunwood Drive between Ramsey Boulevard/CSAH 56 and Bunker Lake Boulevard/CR 116 is part of the City's Municipal State Aid System (MSAS). The proposed improvements must therefore be designed and constructed in accordance with current Minnesota Department of Transportation (MnDOT) State Aid standards which are generally based on the street's functional classification, projected traffic volume, design speed, lane designations and widths, and proposed pedestrian facilities.

Based on the proposed design, Sunwood Drive must be reconstructed in accordance with State Aid Rule 8820.9936 or 8820.9946. This will depend on the percentage of damaged curb and gutter that needs to be removed and replaced, which will be determined during final design.

The scope of the proposed surface improvements is shown in ***Figure 1*** in ***Appendix A***.

4.1.1 Street Improvements

Sunwood Drive is proposed to be reconstructed with bituminous pavement matching the existing width while still allowing for on-street parking along both sides of Sunwood Drive. This design will meet current State Aid standards. All damaged B618 concrete curb and gutter is proposed to be removed and replaced in kind. A typical section for the proposed pavement reconstruction improvements is shown in ***Figure 2*** in ***Appendix A.***

The proposed reconstructed pavement design must accommodate a 10-ton design in accordance with State Aid design standards. City staff is proposing a pavement section design of 2 inches bituminous wear course, 2 inches bituminous base course, and 5 inches of base composed of stabilized full depth reclamation. This pavement section would be constructed over the existing subgrade after it is reshaped and compacted.

The proposed pavement design should result in a minimum pavement life of 30 years, assuming that proactive, regular pavement maintenance treatments are performed during the life of the pavement. While staff would typically target a 60-year design life for reconstructed streets, this project is not proposing to remove and replace all curb and gutter due to the good condition of the existing 20 year old curb and gutter. Therefore, it may make sense to replace this pavement section at the time the existing curb and gutter is replaced, which will likely be 30 or more years in the future.

4.1.2 Stormsewer Improvements

The existing storm sewer system is in good condition and meets all current State Aid standards and is therefore not proposed to be improved. The only proposed storm sewer improvements include repairing catch basin castings as needed. No stormwater quality treatment improvements are required for this project since the street is proposed to be reconstructed at its current width.

4.1.3 Geotechnical Considerations

Northern Technologies, Inc. (NTI) was employed to complete a Geotechnical Exploration and Engineering Review for this project, which included eleven (11) soil borings that were spaced at approximately 200 feet along Sunwood Drive. The locations of the borings are shown in the Boring Location Diagram in Appendix C of NTI's report, attached in ***Appendix D.***

4.1.4 Other Considerations

Driveways:
Existing driveways will need to be reconstructed to varying degrees with this project. The limits of construction will vary with each driveway based on the elevation of the street abutting the driveway and the driveway pavement type. During design, staff will evaluate the construction limits for each driveway and will incorporate this into the plans, but as with all street reconstruction projects the exact limits of construction will be determined in the field during construction. Right-of-entry forms will be obtained from private property owners if work is required outside City right-of-ways and easements.

Irrigation Systems:
All developed properties along the project corridor have private irrigation systems. However, impacts to these systems would only occur if the existing curb and gutter is being removed and replaced. In the past, the City has typically repaired private irrigation systems that are damaged as part of a street reconstruction project. However, staff will be requesting Council permission to change this practice on all future projects by instead notifying property owners of pending construction at least 15 business days in advance to allow them time to move their irrigation systems out of harm's way before work begins.

Parking Restrictions:
Parking is currently provided along both sides of the streets and is not currently restricted except for overnight parking per City code. During this project, parking will be restricted during allowable working hours.

4.2 Stormwater Treatment

No stormwater retention and/or treatment improvements will be required as a result of this project.

4.3 Water Main Improvements

No watermain improvements are proposed with this project.

4.4 Sanitary Sewer Improvements

No sanitary sewer improvements are proposed with this project.

4.5 Construction Methods

The existing bituminous pavement section will be reconstructed using the SFDR process outlined within this report. See Pavement Evaluations and Recommendations in ***Appendix D*** for additional detail.

4.6 Private Utilities

Staff has not yet met with the telephone, gas, and cable utilities regarding this project. During preparation of plans and specifications, staff will meet with the private utility companies to discuss the proposed improvements as noted in the project schedule within this report. The alignment and footprint of the streets will be considered to minimize impacts to private utilities. No impacts to power poles or street lights are anticipated with this project.

Should any utility companies indicate they wish to upgrade, replace and/or otherwise modify their services during this project, any such upgrades, replacements and/or modifications will be at the sole discretion and cost of the utilities.

4.7 Permits

Permits that are anticipated to be required as part of the proposed improvements include:

- MPCA General Stormwater Permit (NPDES)..... Grading and Storm Water

A stormwater permit from the Lower Rum River Watershed Management Organization will not be required with this project.

4.8 Right-of-Ways/Easements

It is anticipated that all improvements will occur within existing City right-of-ways and/or easements, with the possible exception of tying into private driveways and yards. It is therefore not anticipated that the City will need to acquire additional permanent right-of-way or easements for this project. As such, costs for right-of-way or easement acquisitions are not included in the probable project costs.

If rights of entries will be required from any property owners prior to construction, City staff will obtain the right of entries.

5. FINANCING

5.1 Opinion of Cost

A detailed opinion of probable costs for the proposed improvements can be found in ***Appendix B*** of this report. The opinion of probable costs incorporates anticipated 2017 construction costs for the proposed improvements plus 23% indirect costs for administrative, engineering, financing and legal costs. No construction contingency costs are included in the estimated costs.

City staff prepared the Feasibility Report in-house as part of staff's normal duties.

NTI prepared the Geotechnical Exploration and Engineering Review, included in ***Appendix D***, at a cost of $4,400.

WSB and Associates, Inc. prepared the Pavement Evaluations and Recommendations included in ***Appendix D***, at the not-to-exceed cost of $2,687.50.

5.2 Funding

5.2.1 Assessments

The City's adopted Special Assessments Policy allows special assessments in an amount not to exceed 25% of eligible street reconstruction project costs to be levied against all benefiting properties. Eligible project costs include all costs required to reconstruct the street at its current width of 40 feet. Benefiting properties include any properties that either currently have, or have the ability to create, one or more direct accesses onto the segment of Sunwood Drive being reconstructed. A total of 9 benefitting properties have been identified for this project.

The engineer's opinion of probable costs for eligible assessment costs totals $607,000. Assessable commercial/industrial parcels are preliminarily proposed to be assessed a total of $151,750.

Staff is proposing to use the "area" method of assessment as identified in the City of Ramsey's Special Assessments Policy. Assessments for this project are proposed to be assessed over a term of fifteen years with interest at two percent above the U.S. Treasury Rate.

Special assessments have not been utilized widely in recent years for street reconstruction projects in Ramsey, and special assessments for commercial and industrial properties have never been applied using the new Special Assessments Policy. In addition, State Statute and the City Charter do not allow for assessments to exceed the benefit to the property. Therefore, Staff wants to ensure that all assessments applied with this project will not exceed the benefit to assessed properties and will therefore request Council authorization to order a benefit appraisal consultation report for this project in accordance with the City's Special Assessments Policy at the time a construction contract is awarded.

The Preliminary Assessment Map and Roll are included in ***Appendix C.***

5.2.2 City Contribution

The City contribution to the project will include all funding in excess of the amount collected through special assessments to benefiting properties. No funds have been budgeted for this project.

The City's share of eligible project costs related to surface (street) improvements is proposed to come from the previously encumbered 5-year street reconstruction bonds. Stormwater Utility Funds would be utilized for all storm sewer improvements.

Special assessments would be used to pay back a portion of these costs based on the term of the special assessments as adopted by Council at the end of the project.

Table 1 illustrates the proposed project funding based on the proposed design outlined within this report. This funding program assumes construction will occur in 2017.

TABLE 1
Proposed Project Funding

	ASSESSMENTS	CITY FUNDS	TOTAL
Estimated Costs	**$151,750**	**$455,250**	**$607,000**

Total Project Cost		**$607,000**
Less Special Assessments	-	$151,750
Subtotal	**=**	**$455,250**
Less City Bonding Funds	-	$447,950
Subtotal	**=**	**$7,300**
Less Stormwater Utility Funds	-	$7,300
TOTAL Remaining Cost	**=**	**$0**

6. PROJECT SCHEDULE

The proposed project schedule is as follows:

Council Orders Feasibility Report ..... August 9, 2016

Council Accepts Feasibility Report/Orders Public Hearing ..... January 24, 2017

Staff Publishes Notice of Public Hearing .....January 27 & February 3, 2017

Public Input Meetings .....February 1 - 10, 2017

Council Conducts Public Hearing/Authorizes Plans and Specifications ..... February 14, 2017

Staff Conducts Private Utility Coordination Meeting .....February/March, 2017

Council Approves Plans and Specifications/Authorizes Ad for Bids..... April 11, 2017

Staff Advertises for Bids..... April 14 & 21, 2017

Staff Receives Bids ..... May 15, 2017

Council Awards Contract ..... May 23, 2017

Contractor Begins Construction ..... June 2017

Contractor Completes Construction ..... September 8, 2017

Council Orders Assessment Roll/Hearing ..... September 12, 2017

Council Conducts Assessment Hearing.....October 10, 2017

7. CONCLUSIONS AND RECOMMENDATIONS

City of Ramsey Improvement Project 17-00 proposes to reconstruct the bituminous pavement section, to remove and replace all damaged concrete curb and gutter, and to complete miscellaneous appurtenant work on Sunwood Drive between Ramsey Boulevard/CSAH 56 and Bunker Lake Boulevard /CSAH 116. This street segment measures approximately 3,050 linear feet (0.58 miles).

It is the recommendation of City staff that City Project No. 17-00 is feasible, necessary, and cost-effective from an engineering standpoint.

The following staff recommendations related to the proposed project are presented for Council consideration and concurrence:

1. Staff recommends reconstructing this street segment in 2017 as outlined in this report.
2. Staff recommends reconstructing the off-road bike trail along the north side of Sunwood Drive at a later date pending adoption of the City's Trail Maintenance Policy / Program.
3. Staff recommends constructing the 10-ton pavement section for Sunwood Drive as proposed herein to accommodate State Aid design standards understanding that 100% of the costs will be eligible for assessment per the City's Special Assessments Policy.
4. Staff recommends ordering an assessment appraisal consultation to ensure that special assessments do not exceed the benefit received as a result of the improvements in accordance with the City's Special Assessments Policy.
5. Staff recommends meeting with the owner of each assessable property, as well as all business owners, in early February of 2017 to inform them on the proposed improvements and to gather public input prior to conducting the public hearing and requesting Council authorization to prepare plans and specifications on February 14th.

The City Council is asked to act on the following items related to the proposed project:

1. Accept the preliminary commercial/industrial special assessment rates proposed herein.
2. Adopt Resolution #17-01-0XX accepting this Feasibility Report and ordering Plans and Specifications based on the design proposed herein.

APPENDIX A

Figure 1 – Project Scope
Figure 2 – Typical Section
Project Site Pictures

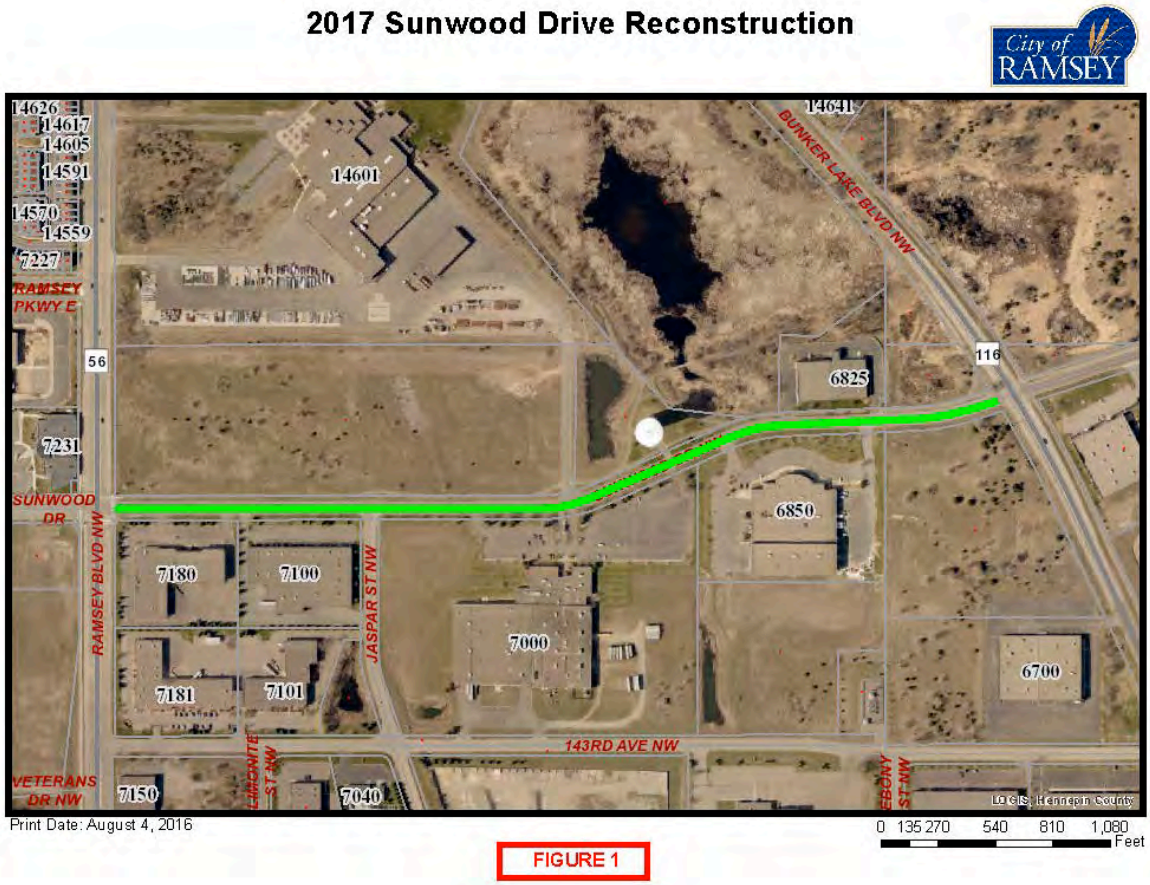


FIGURE 1
PROJECT SCOPE

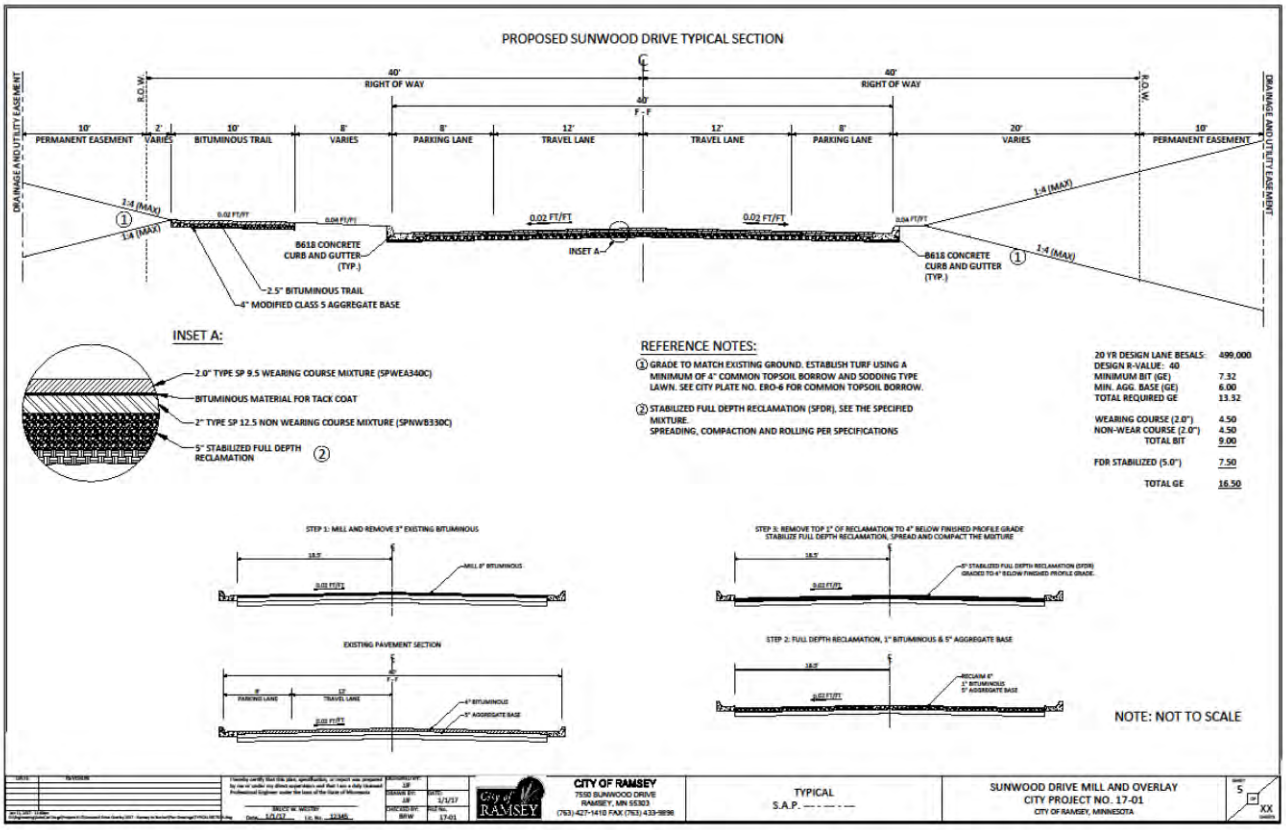


FIGURE 2
TYPICAL SECTION

PROJECT SITE PICTURES







APPENDIX B

Opinion of Probable Costs

17-00 SUNWOOD DRIVE RECONSTRUCTION: RAMSEY BLVD. to BUNKER LAKE BLVD.

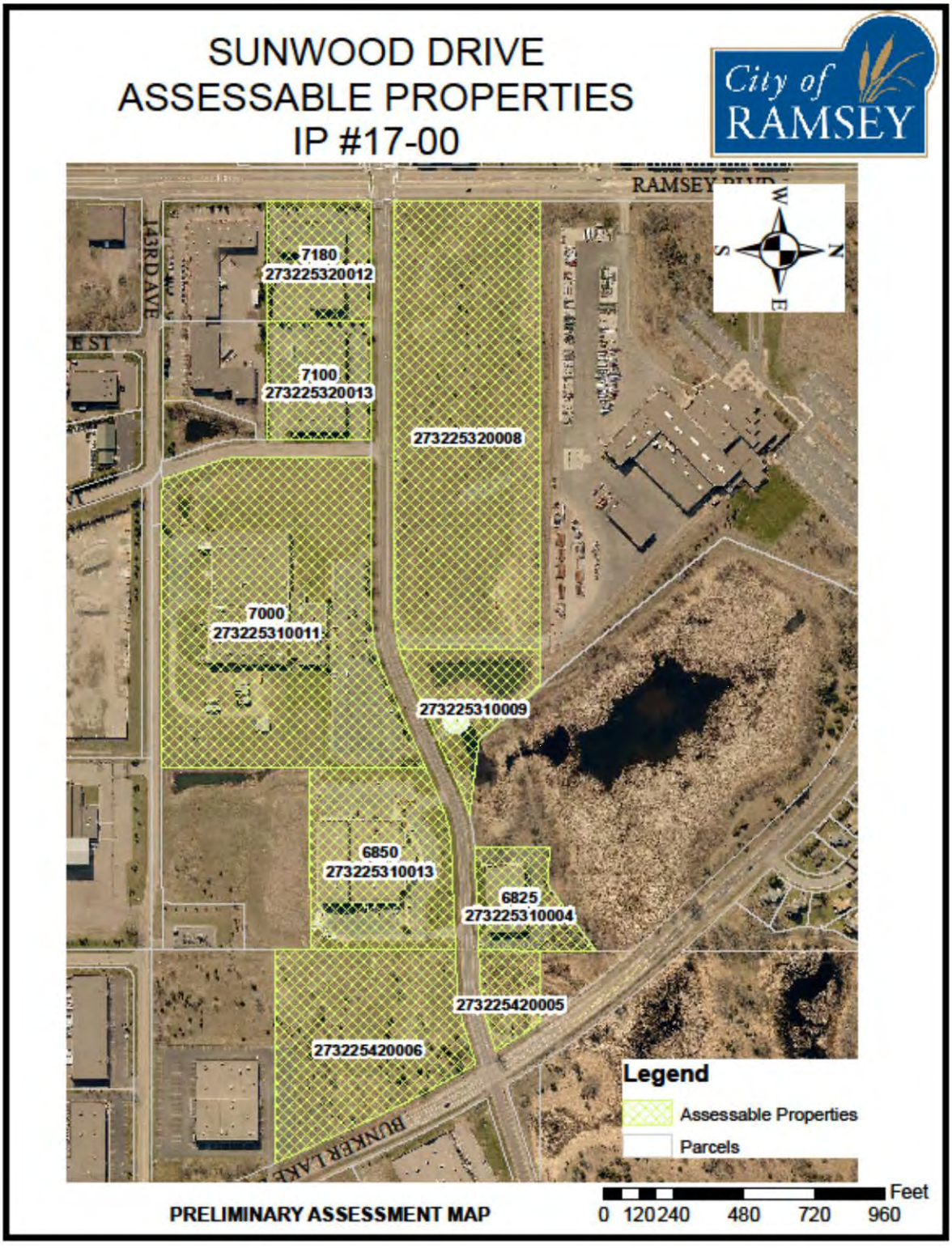
ENGINEER ESTIMATE

1/11/2017

ITEM No.	MNDOT No.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT COST	COST ESTENSION
1	2021.501	MOBILIZATION (10%)	LS	1	$ 44,841.03	$ 45,000.00
2	2104.501	REMOVE CONCRETE CURB AND GUTTER	LF	1100	$ 6.00	$ 6,600.00
3	2104.505	REMOVE BITUMINOUS PAVEMENT	SY	317	$ 4.50	$ 1,426.50
4	2104.505	REMOVE CONCRET VALLEY GUTTER	SY	179	$ 20.00	$ 3,580.00
5	2104.511	SAWING CONCRETE PAVEMENT - FULL DEPTH	LF	200	$ 8.50	$ 1,700.00
6	2104.513	SAWING BITUMINOUS PAVEMENT - FULL DEPTH	LF	564	$ 5.50	$ 3,102.00
7	2130.501	WATER	MGAL	50	$ 32.50	$ 1,625.00
8	2232.501	MILL BITUMINOUS PAVEMENT (1.5" DEPTH X 2' WIDTH)	SY	62	$ 15.00	$ 930.00
9	2232.501	MILL BITUMINOUS PAVEMENT (3.0" DEPTH)	SY	12707	$ 1.25	$ 15,883.75
10	2215.501	STABILIZED FULL DEPTH RECLAMATION (6" DEPTH)	SY	12707	$ 3.50	$ 44,474.50
11	2331.607	HAUL BIT PAVEMENT RECLAMATION (LV)	CY	459	$ 10.00	$ 4,590.00
12	2331.609	BITUMINOUS MATERIAL FOR MIXTURE	TON	133	$ 600.00	$ 79,800.00
13	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GAL	896	$ 2.36	$ 2,114.56
14	2360.502	TYPE SP 9.5 WEARING COURSE MIXTURE (SPWEA340C) (2.0")	TON	1719	$ 65.00	$ 111,735.00
15	2360.502	TYPE SP 12.5 NON-WEARING COURSE MIXTURE (SPNWB330C) (2.0")	TON	1689	$ 61.00	$ 103,029.00
16	2506.602	GROUT CATCH BASIN	EA	11	$ 300.00	$ 3,300.00
17	2506.602	ADJUST CATCH BASIN CASTING	EA	4	$ 1,000.00	$ 4,000.00
18	2531.501	CONCRETE CURB & GUTTER DESIGN B618 (ESTIMATED 20% REPLACE)	LF	1100	$ 13.00	$ 14,300.00
19	2504.602	ADJUST VALVE BOX	EA	6	$ 250.00	$ 1,500.00
20	2506.522	ADJUST FRAME AND RING CASTING (SANITARY MH IN STREET)	EA	9	$ 550.00	$ 4,950.00
21	2531.604	7" CONCRETE VALLEY GUTTER	SY	179	$ 85.00	$ 15,215.00
22	2563.601	TRAFFIC CONTROL	LS	1	$ 10,000.00	$ 10,000.00
23	2573.503	SILT FENCE	LF	100	$ 3.00	$ 300.00
24	2573.530	STORM DRAIN INLET PROTECTION	EA	17	$ 200.00	$ 3,400.00
25	2575.525	COMMON TOPSOIL BORROW (LV)	CY	35	$ 30.00	$ 1,050.00
26	2575.505	SODDING TYPE LAWN	SY	262	$ 7.00	$ 1,834.00
27	2582.501	PAVT MSSG (LT ARROW) EPOXY	EA	2	$ 135.00	$ 270.00
28	2582.501	PAVT MSSG (RT-THRU ARROW) EPOXY	EA	1	$ 200.00	$ 200.00
29	2582.502	24" SOLID LINE WHITE - EPOXY	LF	29	$ 10.00	$ 290.00
30	2582.502	24" SOLID LINE YELLOW - EPOXY	LF	52	$ 10.00	$ 520.00
31	2582.502	4" DOUBLE SOLID LINE YELLOW - EPOXY	LF	3182	$ 1.00	$ 3,182.00
32	2582.502	4" SOLID LINE WHITE - EPOXY	LF	5038	$ 0.50	$ 2,519.00
33	2582.503	CROSSWALK MARKING - EPOXY	SF	198	$ 5.00	$ 990.00
					TOTAL CONSTRUCTION COST	$ *493,410.31*
					23% INDIRECT COST	$ *113,484.37*
					TOTAL PROJECT COST	$ *606,894.68*

APPENDIX C

Preliminary Assessment Map
Preliminary Assessment Roll



PRELIMINARY ASSESSMENT MAP

Preliminary Assessment Roll - IP #17-00						
PID No.	Property Owner	Property Address	City	State	Zip	Assessment
273225310004	NORTH SUBURBAN MANAGEMENT LLC	6825 SUNWOOD DR NW	RAMSEY	MN	55303	
273225310009	RAMSEY CITY OF			MN		
273225310011	VISION EASE LP	7000 SUNWOOD DR NW	RAMSEY	MN	55303	
273225310013	KNOLL PROPERTIES LLC	6850 SUNWOOD DR NW	RAMSEY	MN	55303	
273225320008	CONNEXUS ENERGY			MN		
273225320012	RMR CAPITAL LLC	7180 SUNWOOD DR NW	RAMSEY	MN	55303	
273225320013	OBRIEN PROP OF MINNESOTA LLC	7100 SUNWOOD DR NW	RAMSEY	MN	55303	
273225420005	RAMSEY CITY OF			MN		
273225420006	PHILLIPS ALAN C & D V TRUSTEES			MN		
	TOTAL PROJECT ASSESSMENTS					$0.00

PRELIMINARY ASSESSMENT ROLL

APPENDIX D

Geotechnical Exploration and Engineering Review (NTI – 30 pages)
Pavement Evaluations and Recommendations (WSB & Associates – 8 pages)

NTI
NORTHERN TECHNOLOGIES, LLC
6160 Carmen Avenue East
Inver Grove Heights, MN 55076
P: 651.389.4191 F: 651.389.4190
www.NTIgeo.com

Unearthing confidence™

November 23, 2016

City of Ramsey
Attention: Mr. Bruce Westby, P.E.
7550 Sunwood Drive NW
Ramsey, Minnesota 55303

Subject: Geotechnical Exploration and Engineering Review
Sunwood Drive – Street Improvements
Ramsey, Minnesota
NTI Project No. 16.61770.100

Northern Technologies, LLC (NTI) has completed a total of eleven (11) borings for the Sunwood Drive project area in the City of Ramsey, Minnesota.

The scope of services included determining existing bituminous and aggregate base thicknesses, and subsurface conditions, and providing recommendations for site preparation, excavations, engineered fill and compaction, depths of unsuitable soils to be removed, groundwater management, potential difficulties during construction, utility installation, and pavement design.

Our services were performed in accordance with our proposal dated October 25, 2016.

PROJECT AND SITE DESCRIPTION

The project includes street and possibly utility improvements to a section of Sunwood Drive between Ramsey Boulevard and Bunker Lake Boulevard in Ramsey, Minnesota.

The pavement sections are proposed to be designed using the average annual daily traffic (AADT) information and based on a 20-year design pavement life. The AADT information noted on the Mn/DOT Traffic Data webpage indicates an AADT of 3500 for the project section of Sunwood Drive. NTI was not aware of invert elevations or other design details of the proposed utilities at the time this report was prepared.

SUBSURFACE EXPLORATION SUMMARY

NTI performed the subsurface exploration program on November 8, 2016 with a two-person crew using a truck-mounted CME-55 drill rig. Samples were generally collected in accordance with ASTM D 1586 "Standard Test Method for Standard Penetration Testing (SPT) and Split-Barrel Sampling of Soils."

The boring locations and depths were determined by a representative with the City of Ramsey. The boring locations were staked in the field by NTI. The borings terminated at nominal depths 11.0 feet below the existing pavement surface. .

Elevations were not provided to NTI, therefore, NTI has assumed a ground surface elevation of 100.0 feet for each of the boring locations. Please refer to the Boring Location Diagram, the Boring Logs in Appendix C, and the Pavement Core Photographs in Appendix D.

Sunwood Drive - (Borings S-1 through S-11)

Bituminous pavement thickness in this project area ranged from approximately 4.3 to 8.3 inches at the boring locations. Apparent aggregate base was not observed at the boring locations. Previously placed fill soils, generally consisting of poorly graded sand with silt (SP-SM), were encountered extending to depths ranging from approximately 2.0 to 7.0 feet below the top of pavement.

Native alluvial soils consisting of poorly graded sand (SP), silty sand (SM), and poorly graded sand with silt (SP-SM) were generally observed extending to the boring termination depths. Varying amounts of gravel were encountered throughout the boring locations.

Groundwater was observed in the boreholes at depths ranging from approximately 7.0 to 9.5 feet below the top of pavement at the time of drilling. Table 1 summarizes the encountered subsurface conditions for these project areas.

Table 1: Pavement and Subgrade Summary[1]
Sunwood Drive

Boring No.	Bituminous Pavement Thickness[2] (inches)	Apparent Aggregate Base Thickness[3] (inches)	Fill Subgrade Material[4]	Native Subgrade Material
S-1	8.3	None	SP-SM	SP-SM
S-2	4.5	None	SP-SM	SP, SP-SM
S-3	4.5	None	SP-SM	SM, SP, SP-SM
S-4	4.5	None	SP-SM	SP-SM
S-5	4.8	None	SP-SM	SP-SM
S-6	4.8	None	SP-SM	SP-SM
S-7	4.3	None	SP-SM	SP, SP-SM
S-8	5.8	None	SP-SM	SP-SM
S-9	4.5	None	SP-SM	SP, SP-SM
S-10	5.0	None	SP-SM	SP, SP-SM
S-11	4.8	None	SP-SM	SP, SP-SM

1. Table summary is a generalization of subsurface conditions at the individual soil boring locations only. They may not reflect variations in subsurface strata occurring on site between boring locations. The general geologic origin of retained soil samples is listed on the boring logs.
2. Measured thickness of the pavement core.
3. Apparent aggregate base thickness, at time of our fieldwork, by visual inspection only and is not mean to confer conformance with DOT specifications.
4. Undocumented fill soils.

GROUNDWATER AND GROUNDWATER CONTROL

Groundwater was observed in the boreholes at depths ranging from approximately 7.0 to 9.5 feet below the top of pavement at the time of drilling.

Depending upon elevations of underground utilities, groundwater may be an issue during construction. It should be noted that if excavations are proposed below the groundwater level, the granular nature of the majority of the on-site soils will likely result in significant volumes of water entering the excavations unless proper dewatering measures are implemented. Well points embedded into the underlying sands will likely be the most suitable method for controlling excess water in deeper excavations. If dewatering is needed during construction, we recommend that the groundwater be maintained a minimum of 2 feet below the bottom of the excavation.

LABORATORY TEST PROGRAM

Our analysis and recommendations of this report are based upon our interpretation of the standard penetration test resistance determined while sampling soils, laboratory test results and experience with similar soils from other sites near the project. The results of such tests are summarized on the boring logs or attached laboratory test reports.

UTILITY LINE CONSTRUCTION

The native sand soils observed in soil borings were generally suitable for utility support and utility backfill. Due to the encountered groundwater levels and depending on the installation depth of the utilities, temporary dewatering may be required during the utility trench excavations. Stabilization of the trench subgrade may be required in order to provide a stable platform for construction. Stabilization could consist of a one half to one foot layer of crushed rock or sand with a maximum 5 percent material passing the No. 200 sieve and 50 percent passing the No. 40 sieve.

The Geotechnical Engineer of Record or their designated representative should observe the project excavations to determine that unsuitable materials have been properly removed and adequate bearing support is provided by the exposed soils. The exposed soil at the base should be compacted to no less than 95 percent standard Proctor maximum dry density (ASTM D698). Such observations and testing should be performed prior to backfilling.

The on-site non-organic soils are anticipated to be suitable for reuse if properly moisture conditioned and compacted. Replacement backfill required in utility trenches should consist of non-organic material similar to the surrounding soil. All import fill should be approved by NTI or the City's representative.

It is especially important that trench backfill for utility construction within paved areas be thoroughly compacted to minimize future pavement damage. We recommend that such soils be compacted in accordance with the recommendations noted in the "Placement and Compaction of Engineered Fill" section in Appendix B of this report.

The stability of embankments along utility excavations is dependent on soil strength, site geometry, moisture content, and any surcharge load for excavated soils and equipment. We present cautionary remarks concerning stability of excavation sideslopes in the "Excavation Stability" section of this report.

The Contractor is solely responsible for assessing the stability of and executing underground utility and project excavations using safe methods. The contractor is also responsible for naming the "competent individual" as per Subpart P of 29 CFR 1926.6 (Federal Register - OSHA).

The Geotechnical Engineer of Record or their designated representative should observe the project excavations to determine that conditions are similar to those encountered in the borings, and that adequate bearing support is provided by the exposed soils.

Excavation Stability

Excavation depth and sidewall inclination should not exceed those specified in local, state or federal regulations. Excavations may need to be widened and sloped, or temporarily braced, to maintain or develop a safe work environment. Contractors must comply with local, state, and federal safety regulations including current OSHA excavation and trench safety standards. Temporary shoring must be designed in accordance with applicable regulatory requirements.

Excavations that penetrate the groundwater surface will require dewatering with sand points or wells. We recommend that the groundwater surface be maintained a minimum of 2 feet below the bottom of the exposed excavation.

Engineered Fill and Winter Construction

The silty sand soils on this site will be susceptible to frost action if not provided adequate drainage, insulation or coverage. Frozen soil should not be used as backfill. When the ambient air temperature falls below freezing for an extended period of time, frost forms, and soil near the surface grade expands. Settlement of the fill may occur as the frozen soils thaw.

If frost penetrates the soil prior to paving, soils must be thawed, scarified, and re-compacted as recommended in this report. Subgrade soils should be inspected prior to paving to verify frozen conditions are not present.

PAVEMENT RECOMMENDATIONS

Mill and Overlay Recommendations

Consideration could be made to milling and overlaying the existing pavement. The roadway sections appear to have a sufficiently thick in place pavement section, over a majority of the project alignment, which would lend itself to rehabilitation via mill and overlay techniques.

In general, pavement sections consisting of 3 inches or less of bituminous asphalt can be difficult to effectively mill and overlay as often times the entire pavement section is reclaimed during the attempted partial section milling process. Additionally, in locations where the existing pavement thickness is less than the recommended thickness, a mill and overlay would not be recommended unless a structural overlay were applied to increase the overall thickness.

Pavement Reconstruction

If the pavement section is to be removed and replaced in its entirety, the most conservative method of subgrade preparation would be remove the undocumented fill soils and replace them in their entirety with properly compacted engineered fill. This method of subgrade preparation would provide the most uniform subgrade but would also be the most costly method of construction and would be relatively a-typical method of subgrade preparation for improvements to existing municipal roadways.

If the City is willing to accept some risk in potential long term detrimental performance for the significant upfront savings, the roadway can be reconstructed over the existing fill. NTI recommends that prior to installing the aggregate base, the existing subgrade should be scarified and re-compacted to a depth of at least 12 inches. A proof roll test should then be performed to determine soft or unstable subgrade areas. The proof roll should be performed with a tandem axle dump truck loaded to gross capacity (at least 20 tons). Acceptance criteria of the proof roll shall be limited to rut formation no more than one inch depth (front or rear axles) and no pumping (rolling) observed during the visual inspection. Proof roll tests should be observed by an experienced technician or geotechnical engineer prior to placement of the aggregate base course to verify the subgrade will provide adequate pavement support.

If rutting or localized unstable subgrade areas are observed, those areas should be subcut, moisture-conditioned, and re-compacted or removed to a stable depth.

If imported fill is required in paved areas it should consist of debris free, non-organic, mineral soil similar in composition to the subgrade soils encountered in the surrounding areas. If sand is imported into areas that are underlain by relatively impervious fine grained soils the sand layer must be drained with drain tile in order to prevent frost heave from water trapped within the imported sand layer during freezing temperatures. Individual lifts of engineered fill should be tempered for moisture content, placed and compacted as noted in the "Placement and Compaction of Engineered Fill" section in Appendix B of this report.

The performance of stabilometer or similar tests, were beyond the scope of this report; however, they may be performed, upon request, for an additional fee. Based on the encountered soil conditions, we estimate that a properly prepared poorly graded sand with silt (SP-SM) soils will have an average stabilometer R-Value of 40.

For a 20-year design pavement life, Table 3 presents our thickness recommendations for flexible (bituminous) pavement. These recommendations were based upon the encountered subgrade conditions, estimated R-value for the existing subgrade soils, the assumed AADT volumes, and the City of Ramsey's typical pavement section for the respective project area.

Table 3: Flexible Pavement Thickness Design[1]
Sunwood Drive

Pavement Section	Calculated Required Pavement Section	City's Typical Pavement Section[2]
Bituminous Wear Course (inches)	1.5	1.5
Bituminous Base Course (inches)	2.0	2.0
Class 5 or 7 Aggregate Base (inches)	6.0	4.0

1. Assumed AADT volume of 3500 and an estimated R-value of 40.
2. The calculated required section was greater than the City's typical section for residential streets, thus NTI recommends that the Calculated Required Pavement Section be implemented.

Pavement recommendations assume the subgrade soils and aggregate section below paved surfaces will drain to subsurface piping for eventual discharge into storm sewer, or above grade to ditching, or similar acceptable systems. Lack of surface and subsurface drainage will significantly reduce the capacity and longevity of the pavement systems indicated above.

We recommend pavements receive annual maintenance, as a minimum, to correct damages to the pavement structure, clean and infill cracks which develop, and repair or resurface areas which exhibit reduced subgrade performance. The lack of maintenance can lead to moisture infiltration of the pavement structure and softening of the subgrade soils. This, in turn, can degrade the performance of the pavement system and result in poorly performing pavements with shortened life expectancy.

CLOSURE

As the widely spaced, small diameter borings provide only a limited amount of data regarding the existing fill, the existing fill may contain soft zones, debris or significantly greater amounts of unsuitable materials than could be reasonably inferred from the boring information. Unsuitable materials may not be discovered during construction and may remain buried within the fill below the slabs and pavements, resulting in greater than anticipated settlements of the slabs and pavements. These risks cannot be eliminated without completely removing the fill, but can be reduced by thorough exploration and testing during site preparation and construction.

Our conclusions and recommendations are predicated on observation and testing of the earthwork directed by Geotechnical Engineer of Record. Our opinions are based on data assumed representative of the site. However, the area coverage of borings in relation to the entire project is very small. For this and other reasons, we do not warrant conditions below the depth of our borings, or that the strata logged from our borings are necessarily typical of the site. Deviations from our recommendations by plans, written specifications, or field applications shall relieve us of responsibility unless our written concurrence with such deviations has been established.

The scope of services for this project does not include either specifically or by implication any environmental or biological assessment of the site or identification or prevention of pollutants, hazardous materials or conditions. If the owner is concerned about the potential for such contamination or pollution, other studies should be undertaken.

This report has been prepared for the exclusive use of The City of Ramsey and its agents for specific application to the proposed Sunwood Drive – Street Improvements project in the City of Ramsey, Minnesota. Northern Technologies, LLC has endeavored to comply with generally accepted geotechnical engineering practice common to the local area. Northern Technologies, LLC makes no other warranty, express or implied.

Northern Technologies, LLC

Debra A. Schroeder, P.E.
Senior Engineer

Steven D. Gerber, P.E.
Senior Engineer

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

Debra A. Schroeder
Date: 11/23/2016 Reg. No. 52743

Attachments
Appendix A - General Notes
Appendix B - Groundwater Issues, Compaction and Placement of Fill
Appendix C - Attachments: Boring Location Diagram (1), Soil Boring Logs (11)
Appendix D - Photographs (11 cores)

APPENDIX A

GEOTECHNICAL EVALUATION OF RECOVERED SOIL SAMPLES

FIELD EXPLORATION PROCEDURES

GENERAL NOTES

WATER LEVEL SYMBOL

DESCRIPTIVE TERMINOLOGY

RELATIVE PROPORTIONS

PARTICLE SIZES

CLASSIFICATION OF SOILS FOR ENGINEERING PURPOSES

GEOTECHNICAL EVALUATION OF RECOVERED SOIL SAMPLES

We visually examined recovered soil samples to estimate distribution of grain sizes, plasticity, consistency, moisture condition, color, presence of lenses and seams, and apparent geologic origin. We then classified the soils according using the Unified Soil Classification System (ASTM D2488). A chart describing this classification system and general notes explaining soil sampling procedures are presented within appendices attachments.

The stratification depth lines between soil types on the logs are estimated based on the available data. In-situ, the transition between type(s) may be distinct or gradual in either the horizontal or vertical directions. The soil conditions have been established at our specific boring locations only. Variations in the soil stratigraphy may occur between and around the borings, with the nature and extent of such change not readily evident until exposed by excavation. These variations must be properly assessed when utilizing information presented on the boring logs.

We request that you, your design team or contractors contact NTI immediately if local conditions differ from those assumed by this report, as we would need to review how such changes impact our recommendations. Such contact would also allow us to revise our recommendations as necessary to account for the changed site conditions.

FIELD EXPLORATION PROCEDURES

Soil Sampling – Standard Penetration Boring:

Soil sampling was performed according to the procedures described by ASTM D-1586. Using this procedure, a 2 inch O.D. split barrel sampler is driven into the soil by a 140 pound weight falling 30 inches. After an initial set of six inches, the number of blows required to drive the sampler an additional 12 inches is recorded (known as the penetration resistance (i.e. “N-value”) of the soil at the point of sampling. The N-value is an index of the relative density of cohesionless soils and an approximation of the consistency of cohesive soils.

Soil Sampling – Power Auger Boring:

The boring(s) was/were advanced with a 6 inch nominal diameter continuous flight auger. As a result, samples recovered from the boring are disturbed, and our determination of the depth, extend of various stratum and layers, and relative density or consistency of the soils is approximate.

Soil Classification:

Soil samples were visually and manually classified in general conformance with ASTM D-2488 as they were removed from the sampler(s). Representative fractions of soil samples were then sealed within respective containers and returned to the laboratory for further examination and verification of the field classification. In addition, select samples were submitted for laboratory tests. Individual sample information, identification of sampling methods, method of advancement of the samples and other pertinent information concerning the soil samples are presented on boring logs and related report attachments.

GENERAL NOTES

DRILLING and SAMPLING SYMBOLS		*LABORATORY TEST SYMBOLS*	
SYMBOL	**DEFINITION**	**SYMBOL**	**DEFINITION**
C.S.	Continuous Sampling	W	Moisture content-percent of dry weight
P.D.	2-3/8" Pipe Drill	D	Dry Density-pounds per cubic foot
C.O.	Cleanout Tube	LL, PL	Liquid and plastic limits determined in accordance with ASTM D 423 and D 424
3 HSA	3 ¼" I.D. Hollow Stem Auger	Q_U	Unconfined compressive strength-pounds per square foot in accordance with ASTM D 2166-66
4 FA	4" Diameter Flight Auger		
6 FA	6" Diameter Flight Auger		
2 ½ C	2 ½" Casing		
4 C	4" Casing		
D.M.	Drilling Mud	Pq	Penetrometer reading-tons/square foot
J.W.	Jet Water	S	Torvane reading-tons/square foot
H.A.	Hand Auger	G	Specific Gravity – ASTM D 854-58
NXC	Size NX Casing	SL	Shrinkage limit – ASTM 427-61
BXC	Size BX Casing	Ph	Hydrogen ion content-meter method
AXC	Size AX casing	O	Organic content-combustion method
SS	2" O.D. Split Spoon Sample	M.A.	Grain size analysis
2T	2" Thin Wall Tube Sample	C*	One dimensional consolidation
3T	3" Thin Wall Tube Sample	Q_C	Triaxial Compression
		* See attached data Sheet and/or graph	

WATER LEVEL SYMBOL

Water levels shown on the boring logs were determined at the time and under the conditions indicated. In sand, the indicated levels can be considered relatively reliable for most site conditions. In clay soils, it is not possible to determine the ground water level within the normal scope of a test boring investigation, except where lenses or layers of more pervious water bearing soil are present; and then a long period of time may be necessary to reach equilibrium. Therefore, the position of the water level symbol for cohesive or mixed soils may not indicate the true level of the ground water table. The available water level information is given at the bottom of the log sheet.

DESCRIPTIVE TERMINOLOGY

RELATIVE DENSITY		*CONSISTENCY*	
TERM	**N_{60} Value** (corrected)	**TERM**	**N_{60} Value** (corrected)
Very Loose	0 – 4	Soft	0 – 4
Loose	5 – 8	Medium	5 – 8
Medium Dense	9 – 16	Rather Stiff	9 – 15
Dense	16 – 30	Stiff	16 – 30
Very Dense	Over 30	Very Stiff	Over 30

RELATIVE PROPORTIONS

TERMS	**RANGE**
Trace	0 – 5%
A little	5 – 15%
Some	15 – 30%

PARTICLE SIZES

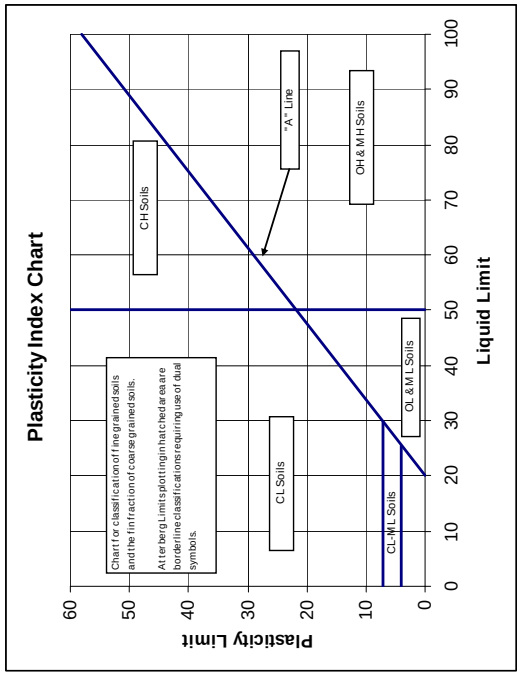
MATERIAL	**DESCRIPTION**	**U.S. SIEVE SIZE**
Boulders		Over 3"
Gravel	Coarse	3" to ¾"
	Medium	¾" to #4
Sand	Coarse	#4 to #10
	Medium	#10 to #40
	Fine	#40 to #200
Silt and Clay	Determined by Hydrometer Test	

CLASSIFICATION of SOILS for ENGINEERING PURPOSES

ASTM Designation D-2487 and D2488 (Unified Soil Classification System)

Major Divisions			Group Symbol	Typical Name	Classification Criteria
Course Grained Soils: More than 50% retained on No. 200 sieve *	Gravels: 50% or more of coarse fraction retained on No. 4 sieve.	Clean Gravels	GW	Well –graded gravels and gravel-sand mixtures, little or no fines.	Cu = D60 / D10 greater than 4. Cz = (D30)2 / (D10 x D60) between 1 & 3.
			GP	Poorly graded gravels and gravel-sand mixtures, little or no fines.	Not meeting both criteria for GW materials.
		Gravels with Fines	GM	Silty gravels, gravel-sand-silt mixtures.	Atterberg limits below "A" line, or P.I. less than 4. / Atterberg limits above "A" line with P.I. greater than 7. — Atterberg limits plotting in hatched area are borderline classifications requiring use of dual symbols.
			GC	Clayey gravels, gravel-sand-clay mixtures.	
	Sands: More than 50% of coarse fraction passes No 4 sieve.	Clean Sands	SW	Well-graded sands and gravelly sands, little or no fines.	Cu = D60 / D10 greater than 6. Cz = (D30)2 / (D10 x D60) between 1 & 3.
			SP	Poorly-graded sands and gravelly sands, little or no fines.	Not meeting both criteria for SW materials.
		Sands with Fines	SM	Silty sands, sand-silt mixtures.	Atterberg limits below "A" line, or P.I. less than 4. / Atterberg limits above "A" line with P.I. > 7. — Atterberg limits plotting in hatched area are borderline classifications requiring use of dual symbols.
			SC	Clayey sands, sand-clay mixtures.	
Fine Grained Soils More than 50% passes No. 200 sieve *	Silts and Clays Liquid Limit of 50% or less		ML	Inorganic silts, very fine sands, rock flour, silty or clayey fine sands.	
			CL	Inorganic clays of low to medium plasticity, gravelly clays, sandy clays, silty clays, lean clays.	
			OL	Organic silts and organic silty clays of low plasticity.	
	Silts and Clays Liquid Limit greater than 50%.		MH	Inorganic silts, micaceous or diatomaceous fine sands or silts, elastic silts.	
			CH	Inorganic clays of high plasticity, fat clays.	
			OH	Organic clays of medium to high plasticity.	
	Highly Organic Soils		Pt	Peat, muck and other highly organic soils.	

Classification on basis of percentage of fines.
Less than 5% passing No. 200 Sieve: GW, GP, SW, SP
More than 12% passing No. 200 Sieve: GM, GC, SM, SC
From 5% to 12% passing No. 200 Sieve: Borderline Classification requiring use of duel symbols.



APPENDIX B

GROUNDWATER ISSUES

PLACEMENT and COMPACTION OF ENGINEERED FILL

GROUNDWATER ISSUES

The following presents additional comment and soil specific issues related to measurement of groundwater conditions at your project site.

Note that our groundwater measurements, or lack thereof, will vary depending on the time allowed for equilibrium to occur in the borings. Extended observation time was not available during the scope of the field exploration program and, therefore, groundwater measurements as noted on the borings logs may or may not accurately reflect actual conditions at your site.

Seasonal and yearly fluctuations of the ground water level, if any, occur. Perched groundwater may be present within sand and silt lenses bedded within cohesive soil formations. Groundwater typically exists at depth within cohesive and cohesionless soils.

We anticipate that a system of sump pits and pumps located outside of the excavation areas would be suitable for control if groundwater were to be encountered. However, a well point system would be more suitable for control of groundwater if excavations were to be advanced into the ground water table at depth in free draining granular soils. Additionally, we caution such seepage from such formations and any water entry from excavations below the groundwater table may be heavy and will vary based on seasonal and annual precipitation, and ground related impacts in the vicinity of the project. The groundwater surface should be maintained a minimum of 2 feet below the bottom of the excavation at all times.

PLACEMENT and COMPACTION OF ENGINEERED FILL

Unless otherwise superseded within the body of the Geotechnical Exploration Report, the following criteria shall be utilized for placement of engineered fill on project. This includes, but is not limited to earthen fill placement to improve site grades, fill placed below structural footings, fill placed interior of structure, and fill placed as backfill of foundations.

Engineered fill placed for construction, if necessary should consist of natural, non-organic, competent soils native to the project area. Such soils may include, but are not limited to gravel, sand, or clays with Unified Soil Classification System (ASTM D2488) classifications of GW, SP, or SM. Use of silt or clayey silt as project fill will require additional review and approval of project Geotechnical Engineer of Record. Such soils have USCS classifications of ML, MH, ML-CL, MH-CH. Use of topsoil, marl, peat, other organic soils construction debris and/or other unsuitable materials as fill is not allowed. Such soils have USCS classifications of OL, OH, Pt.

Engineered fill, classified as clay, should be tempered such that the moisture content at the time of placement is equal to and no more than 3 percent above the optimum content for as defined by the appropriate proctor test. Likewise, engineered fill classified as gravel or sand should be tempered such that the moisture content at the time of placement is within 3 percent of the optimum content.

All engineered fill for construction should be placed in individual 8 inch maximum depth lifts. Each lift of fill should be compacted by large vibratory equipment until the in-place soil density is equal to or greater than the criteria established within the following tabulation.

	Compaction Criteria (% respective Proctor)[1]	
Type of Construction	**Clay**	**Sand or Gravel**
General Embankment Fill	Min. 95	Min. 95
Engineered Fill below Foundations	NA	Min. 98
Engineered Fill below Floor Slabs	NA	Min. 98
Engineered Fill placed as Pavement Aggregate Base	NA	Min. 100
Engineered Fill placed to within 3 feet of pavement aggregate base	Min. 95	Min. 95
Engineered Fill placed within 3 feet of pavement aggregate base	Min. 100	Min. 100

1 Unless otherwise required, compaction shall be based on the Standard Proctor Test (ASTM D698).

Density tests should be taken during engineered fill placement to document earthwork has achieved necessary compaction of the material(s). Recommendations for interior fill placement and backfill of foundation walls are presented within other sections of this report.

APPENDIX C

BORING LOCATION DIAGRAM

SOIL BORING LOGS



Boring Location Diagram

Completed Soil Borings:

Alpine and Sunwood Drive – Street Improvements – Sunwood Drive

Ramsey, Minnesota

NTI Project #: 16.61770.100

N

NOTE: Boring locations are approximate.

NTI NORTHERN TECHNOLOGIES, LLC

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BORING NUMBER S-1

CLIENT City of Ramsey
PROJECT NAME Alpine and Sunwood Drive - Street Improvements
PROJECT NUMBER 16.61770.100
PROJECT LOCATION Ramsey, MN
DATE STARTED 11/8/16 **COMPLETED** 11/8/16
GROUND ELEVATION 100 ft **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
▽ **AT TIME OF DRILLING** 9.50 ft / Elev 90.50 ft
LOGGED BY Robert Hawkins **CHECKED BY** DAS
AT END OF DRILLING ---
CAVE IN (ft) --- **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation assumed 100.0 Feet.

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.7 BITUMINOUS PAVEMENT (8.3 Inches) 99.3	AU 1									
		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, trace gravel (Fill) NOTE: Brown to dark brown below 2.0 feet.	SS 2	100	7-8-9 (17)			9				
		4.5 95.5										
5		POORLY GRADED SAND WITH SILT, (SP-SM) brown to light brown, fine to medium grained, moist to saturated, medium dense to loose, trace gravel (Alluvial)	SS 3	89	6-7-6 (13)							
			SS 4	94	3-2-3 (5)							
10		▽										
		11.0 89.0	SS 5	89	4-6-5 (11)							

Bottom of borehole at 11.0 feet.

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BORING NUMBER S-2

CLIENT City of Ramsey
PROJECT NAME Alpine and Sunwood Drive - Street Improvements
PROJECT NUMBER 16.61770.100
PROJECT LOCATION Ramsey, MN
DATE STARTED 11/8/16 **COMPLETED** 11/8/16
GROUND ELEVATION 100 ft **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
▽ **AT TIME OF DRILLING** 7.00 ft / Elev 93.00 ft
LOGGED BY Robert Hawkins **CHECKED BY** DAS
AT END OF DRILLING ---
CAVE IN (ft) 4 **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation assumed 100.0 Feet.

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.4 BITUMINOUS PAVEMENT (4.5 Inches) 99.6	AU 1									
		POORLY GRADED SAND WITH SILT, (SP-SM) brown to dark brown, fine to medium grained, moist, trace gravel (Fill)	SS 2	67	3-6-8 (14)							
5			SS 3	83	5-6-5 (11)			6				
		7.0 ▽ 93.0 POORLY GRADED SAND, (SP) light brown, fine to medium grained, saturated, loose, trace gravel (Alluvial)	SS 4	100	3-4-3 (7)							
10		9.5 90.5 POORLY GRADED SAND WITH SILT, (SP-SM) brown to dark brown, fine to medium grained, saturated, loose, trace gravel (Alluvial)	SS 5	78	3-3-5 (8)							
		11.0 89.0 Bottom of borehole at 11.0 feet.										

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BORING NUMBER S-3

CLIENT City of Ramsey
PROJECT NAME Alpine and Sunwood Drive - Street Improvements
PROJECT NUMBER 16.61770.100
PROJECT LOCATION Ramsey, MN
DATE STARTED 11/8/16 **COMPLETED** 11/8/16
GROUND ELEVATION 100 ft **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
▽ **AT TIME OF DRILLING** 7.50 ft / Elev 92.50 ft
LOGGED BY Robert Hawkins **CHECKED BY** DAS
AT END OF DRILLING ---
CAVE IN (ft) 3.5 **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation assumed 100.0 Feet.

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION		SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.4 BITUMINOUS PAVEMENT (4.5 Inches)	99.6	AU 1									
		POORLY GRADED SAND WITH SILT, (SP-SM) brown to dark brown, fine to medium grained, moist, little gravel (Fill)	98.0	SS 2	94	4-5-4 (9)			9				16
5		4.5 SILTY SAND, (SM) brown, fine to medium grained, moist, medium dense, trace gravel (Alluvial)	95.5	SS 3	94	5-6-7 (13)							
		▽ POORLY GRADED SAND, (SP) light brown, fine to medium grained, moist to saturated, medium dense to loose, trace gravel (Alluvial)		SS 4	89	3-4-3 (7)							
10		9.5	90.5										
		11.0 POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, saturated, loose, trace gravel (Alluvial)	89.0	SS 5	83	3-3-4 (7)							

Bottom of borehole at 11.0 feet.

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BORING NUMBER S-4

CLIENT City of Ramsey
PROJECT NAME Alpine and Sunwood Drive - Street Improvements
PROJECT NUMBER 16.61770.100
PROJECT LOCATION Ramsey, MN
DATE STARTED 11/8/16 **COMPLETED** 11/8/16
GROUND ELEVATION 100 ft **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
▽ **AT TIME OF DRILLING** 7.00 ft / Elev 93.00 ft
LOGGED BY Robert Hawkins **CHECKED BY** DAS
AT END OF DRILLING ---
CAVE IN (ft) --- **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation assumed 100.0 Feet.

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION		SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.4 BITUMINOUS PAVEMENT (4.5 Inches)	99.6	AU 1									
		2.0 POORLY GRADED SAND WITH SILT, (SP-SM) dark brown, fine to medium grained, moist, trace gravel (Fill)	98.0	SS 2	94	5-6-7 (13)			8				9
		4.5 POORLY GRADED SAND WITH SILT, (SP-SM) dark brown, fine to medium grained, moist, trace gravel (Fill)	95.5										
5		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist to saturated, medium dense to loose, trace gravel (Alluvial) ▽		SS 3	89	5-6-6 (12)							
				SS 4	83	3-4-3 (7)							
10		11.0	89.0	SS 5	89	3-3-4 (7)							

Bottom of borehole at 11.0 feet.

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BORING NUMBER S-5

CLIENT City of Ramsey
PROJECT NAME Alpine and Sunwood Drive - Street Improvements
PROJECT NUMBER 16.61770.100
PROJECT LOCATION Ramsey, MN
DATE STARTED 11/8/16 **COMPLETED** 11/8/16
GROUND ELEVATION 100 ft **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
▽ **AT TIME OF DRILLING** 7.50 ft / Elev 92.50 ft
LOGGED BY Robert Hawkins **CHECKED BY** DAS
AT END OF DRILLING ---
CAVE IN (ft) 4 **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation assumed 100.0 Feet.

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.4 BITUMINOUS PAVEMENT (4.8 Inches) 99.6	AU 1									
		POORLY GRADED SAND WITH SILT, (SP-SM) brown to dark brown, fine to medium grained, moist, trace gravel (Fill) NOT: Brown to dark brown below 2.0 feet.	SS 2	78	6-6-8 (14)			5				
5		4.5 POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist to saturated, medium dense to loose, trace gravel (Alluvial) 95.5	SS 3	83	5-5-6 (11)							
		▽	SS 4	72	3-4-3 (7)							
10		11.0 89.0	SS 5	89	3-4-5 (9)							

Bottom of borehole at 11.0 feet.

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BORING NUMBER S-6

CLIENT City of Ramsey
PROJECT NAME Alpine and Sunwood Drive - Street Improvements
PROJECT NUMBER 16.61770.100
PROJECT LOCATION Ramsey, MN
DATE STARTED 11/8/16 **COMPLETED** 11/8/16
GROUND ELEVATION 100 ft **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
▽ **AT TIME OF DRILLING** 7.00 ft / Elev 93.00 ft
LOGGED BY Robert Hawkins **CHECKED BY** DAS
AT END OF DRILLING ---
CAVE IN (ft) 3.5 **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation assumed 100.0 Feet.

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.4 BITUMINOUS PAVEMENT (4.8 Inches) 99.6	AU 1									
		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, little gravel (Fill)	SS 2	67	4-6-7 (13)							
		4.5 95.5										
5		POORLY GRADED SAND WITH SILT, (SP-SM) brown to light brown, fine to medium grained, moist to saturated, medium dense to loose, trace gravel (Alluvial) ▽	SS 3	89	5-6-6 (12)			12				
			SS 4	94	3-4-3 (7)							
10		11.0 89.0	SS 5	50	3-4-4 (8)							

Bottom of borehole at 11.0 feet.

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BORING NUMBER S-7

CLIENT City of Ramsey
PROJECT NAME Alpine and Sunwood Drive - Street Improvements
PROJECT NUMBER 16.61770.100
PROJECT LOCATION Ramsey, MN
DATE STARTED 11/8/16 **COMPLETED** 11/8/16
GROUND ELEVATION 100 ft **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
▽ **AT TIME OF DRILLING** 7.00 ft / Elev 93.00 ft
LOGGED BY Robert Hawkins **CHECKED BY** DAS
AT END OF DRILLING ---
CAVE IN (ft) 3.5 **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation assumed 100.0 Feet.

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.4 BITUMINOUS PAVEMENT (4.3 Inches) 99.7	AU 1									
		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, trace gravel, occasional bituminous debris (Fill)	SS 2	89	4-5-5 (10)			4				
		4.5 95.5										
5		POORLY GRADED SAND, (SP) light brown, fine to medium grained, moist, loose, trace gravel (Alluvial)	SS 3	83	4-4-4 (8)							
		7.0 ▽ 93.0										
		POORLY GRADED SAND WITH SILT, (SP-SM) brown to light brown, fine to medium grained, saturated, medium dense, trace gravel (Alluvial)	SS 4	89	3-4-5 (9)							
10			SS 5	100	3-5-6 (11)							
		11.0 89.0										

Bottom of borehole at 11.0 feet.

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BORING NUMBER S-8

CLIENT City of Ramsey
PROJECT NAME Alpine and Sunwood Drive - Street Improvements
PROJECT NUMBER 16.61770.100
PROJECT LOCATION Ramsey, MN
DATE STARTED 11/8/16 **COMPLETED** 11/8/16
GROUND ELEVATION 100 ft **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
▽ **AT TIME OF DRILLING** 7.00 ft / Elev 93.00 ft
LOGGED BY Robert Hawkins **CHECKED BY** DAS
AT END OF DRILLING ---
CAVE IN (ft) 4 **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation assumed 100.0 Feet.

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.5 BITUMINOUS PAVEMENT (5.8 Inches) 99.5	AU 1									
		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, trace gravel (Fill) NOTE: Brown to dark brown with occasional bituminous debris below 2.0 feet.	SS 2	78	7-8-7 (15)			5				
		4.5		95.5								
5		POORLY GRADED SAND WITH SILT, (SP-SM) brown to light brown, fine to medium grained, moist to saturated, loose, trace gravel ▽ (Alluvial)	SS 3	83	3-4-4 (8)							
			SS 4	94	4-3-4 (7)							
10			SS 5	89	3-4-3 (7)							
		11.0		89.0								

Bottom of borehole at 11.0 feet.

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BORING NUMBER S-9

CLIENT City of Ramsey
PROJECT NAME Alpine and Sunwood Drive - Street Improvements
PROJECT NUMBER 16.61770.100
PROJECT LOCATION Ramsey, MN
DATE STARTED 11/8/16 **COMPLETED** 11/8/16
GROUND ELEVATION 100 ft **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
▽ **AT TIME OF DRILLING** 7.50 ft / Elev 92.50 ft
LOGGED BY Robert Hawkins **CHECKED BY** DAS
AT END OF DRILLING ---
CAVE IN (ft) 4 **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation assumed 100.0 Feet.

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION		SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.4 BITUMINOUS PAVEMENT (4.5 Inches)	99.6	AU 1					6				8
		2.0 POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, trace gravel (Fill)	98.0	SS 2	89	6-10-8 (18)							
5		4.5 POORLY GRADED SAND WITH SILT, (SP-SM) orange brown, fine to medium grained, moist, trace gravel (Fill)	95.5	SS 3	100	5-6-5 (11)							
		7.0 POORLY GRADED SAND, (SP) light brown, fine to medium grained, moist, medium dense, trace gravel (Alluvial)	93.0	SS 4	89	3-4-4 (8)							
10		▽ POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist to saturated, loose to medium dense, trace gravel (Alluvial)		SS 5	89	3-4-5 (9)							
		11.0	89.0										

Bottom of borehole at 11.0 feet.

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BORING NUMBER S-10

CLIENT City of Ramsey
PROJECT NAME Alpine and Sunwood Drive - Street Improvements
PROJECT NUMBER 16.61770.100
PROJECT LOCATION Ramsey, MN
DATE STARTED 11/8/16 **COMPLETED** 11/8/16
GROUND ELEVATION 100 ft **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
▽ **AT TIME OF DRILLING** 7.50 ft / Elev 92.50 ft
LOGGED BY Robert Hawkins **CHECKED BY** DAS
AT END OF DRILLING ---
CAVE IN (ft) 5 **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation assumed 100.0 Feet.

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.4 BITUMINOUS PAVEMENT (5.0 Inches) 99.6	AU 1									
		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, trace gravel, occasional bituminous debris (Fill)	SS 2	100	16-7-8 (15)			4				
5		4.5 95.5 POORLY GRADED SAND, (SP) light brown, fine to medium grained, moist, loose, trace gravel (Alluvial)	SS 3	100	3-4-4 (8)							
		7.0 93.0 ▽ POORLY GRADED SAND WITH SILT, (SP-SM) gray, fine to medium grained, moist to saturated, loose, trace gravel (Alluvial)	SS 4	100	2-2-3 (5)							
10			SS 5	89	5-4-4 (8)							
		11.0 89.0										

Bottom of borehole at 11.0 feet.

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BORING NUMBER S-11

CLIENT City of Ramsey
PROJECT NAME Alpine and Sunwood Drive - Street Improvements
PROJECT NUMBER 16.61770.100
PROJECT LOCATION Ramsey, MN
DATE STARTED 11/8/16 **COMPLETED** 11/8/16
GROUND ELEVATION 100 ft **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
▽ **AT TIME OF DRILLING** 9.50 ft / Elev 90.50 ft
LOGGED BY Robert Hawkins **CHECKED BY** DAS
AT END OF DRILLING ---
CAVE IN (ft) 4 **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation assumed 100.0 Feet.

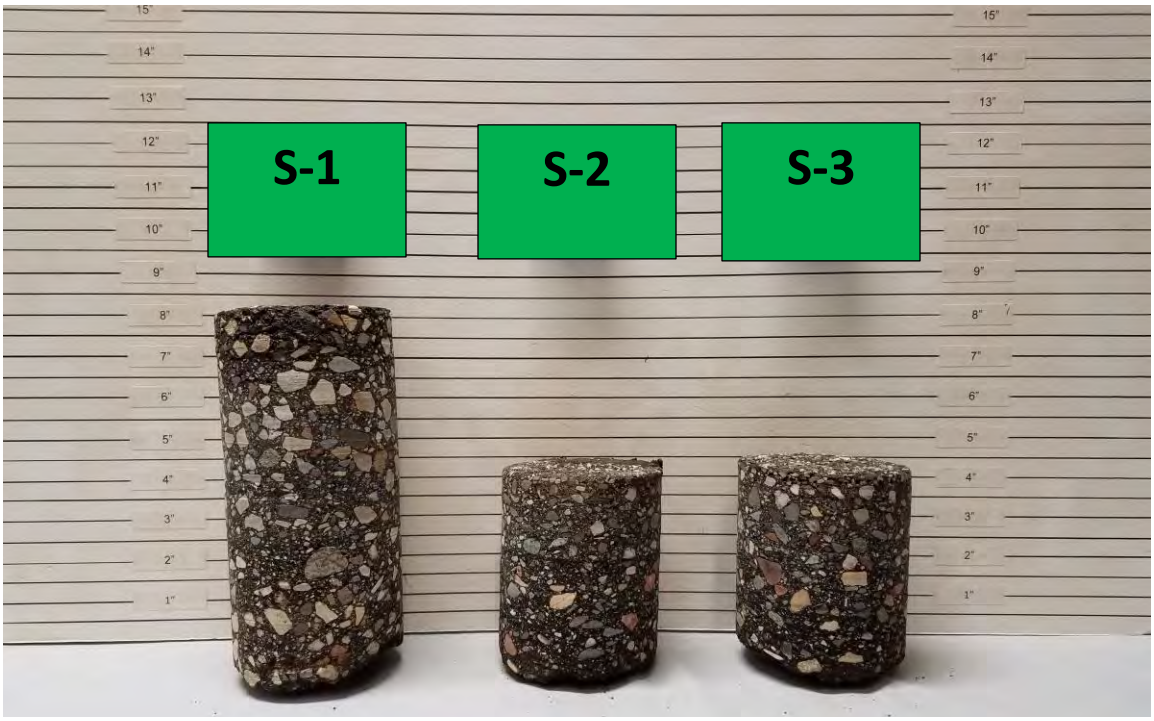
DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION		SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.4 BITUMINOUS PAVEMENT (4.8 Inches)	99.6	AU 1									
		2.0 POORLY GRADED SAND WITH SILT, (SP-SM) brown to dark brown, fine to medium grained, moist, trace gravel (Fill)	98.0	SS 2	89	3-4-5 (9)							
5		POORLY GRADED SAND, (SP) light brown, fine to medium grained, moist, medium dense to very loose, trace gravel (Alluvial)		SS 3	94	3-3-3 (6)			5				4
				SS 4	83	2-2-2 (4)							
10		9.5 ▽	90.5										
		11.0 POORLY GRADED SAND WITH SILT, (SP-SM) brown to light brown, fine to medium grained, saturated, loose, trace gravel (Alluvial)	89.0	SS 5	78	3-3-4 (7)							
		Bottom of borehole at 11.0 feet.											

NTI GEOTECH COLUMNS W/NOTES - NTI 2016-08-10.GDT - 11/21/16 17:16 - \\NTIDATA\RAMSEY\1-PROJECTS\2016 PROJECTS\ALPINE AND SUNWOOD DRIVE STREET IMPROVEMENTS - GEO - (16.61770.100)\ENGINEERING\ENGINEERING REPORTS\GINT\RAMSEY LOGS.GPJ

APPENDIX D

PAVEMENT CORE PHOTOGRAPHS

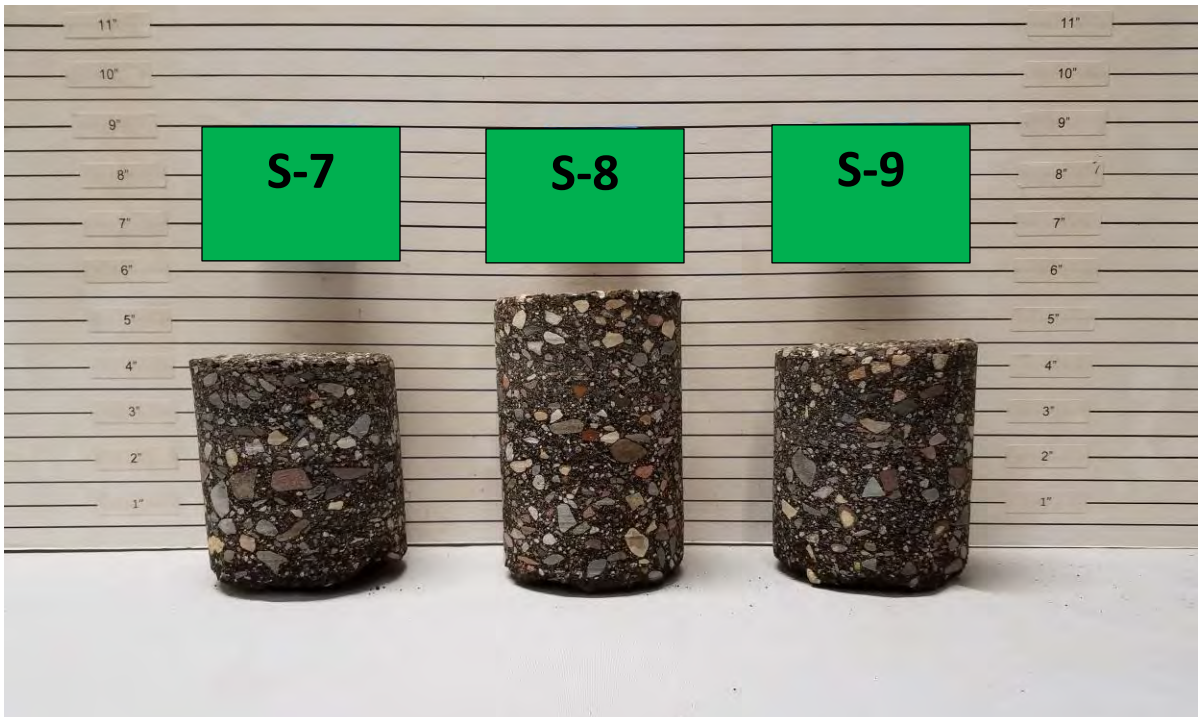
Bituminous Pavement Cores, S-1: 8 ¼ Inches, S-2: 4 ½ Inches, S-3: 4 ½ Inches.



Bituminous Pavement Cores, S-4: 4 ½ Inches, S-5: 4 ¾ Inches, S-6: 4 ¾ Inches.



Bituminous Pavement Cores, S-7: 4 ¼ Inches, S-8: 5 ¾ Inches, S-9: 4 ½ Inches.



Bituminous Pavement Cores, S-10: 5 Inches, S-11: 4 ¾ Inches.



701 Xenia Avenue South | Suite 300 | Minneapolis, MN 55416 | (763) 541-4800

December 27, 2016

Mr. Bruce Westby P.E.
City Engineer
7550 Sunwood Drive NW.
Ramsey, MN 55303

Re: Pavement Evaluations and Recommendations for City of Ramsey Improvement Project #17-00
2017 Sunwood Drive Reconstruction

Observation: On December 20, 2016 WSB & Associates cored Sunwood Drive from Ramsey Blvd. to Bunker Lake Blvd in Ramsey, MN, to verify the thickness of the Hot Mix Asphalt (HMA) and to determine what type of granular base was under the HMA. The pavement is in a light industrial park area and was constructed in 1980s. The main observed distress was cracking caused by aging of the HMA. Some fatigue cracks were observed in the wheel paths which are to be expected as a pavement meets its design life. One other observation was that the some of the warehouses were expanding their building which leads me to believe the truck traffic will only increase over the next 20 years. The cores measured 4 inches thick with a granular base material that appears to be Class 5.

Recommendations: Based on the information above our first recommendation would be to mill off 3 inches of the HMA and then do a 6 inch Stabilized Full Depth Reclamation (SFDR) using asphalt emulsion. The concept of doing SFDR over removing and repaving is that we can increase the structural capacity of the pavement by building down deeper into the pavement structure. This option would completely break up the existing crack pattern. Properly designed and constructed SFDR should yield gravel equivalencies of 1.5 to 2.0 with 1.8 being a good design value to use. Then repave the last 3 inches using SPWEB440C Super Pave. MnDOT gives this option the same value as a complete reconstruction at approximately 40 to 60 percent of the cost.

Option 2 would be to remove all the HMA and re-compact the base and repave. This option should be less expensive than Option 1. The one issue that we have with this option is the belief that truck traffic on Sunwood is only going to increase and that this option may fail prematurely compared to the existing pavement. If this option is chosen we would recommend using 4 inches of the same HMA as spelled out above.

Please let me know if you have any other questions of comments regarding this report.

Sincerely,

WSB & Associates, Inc.

Thomas J. Wood
Project Manager

Appendix A

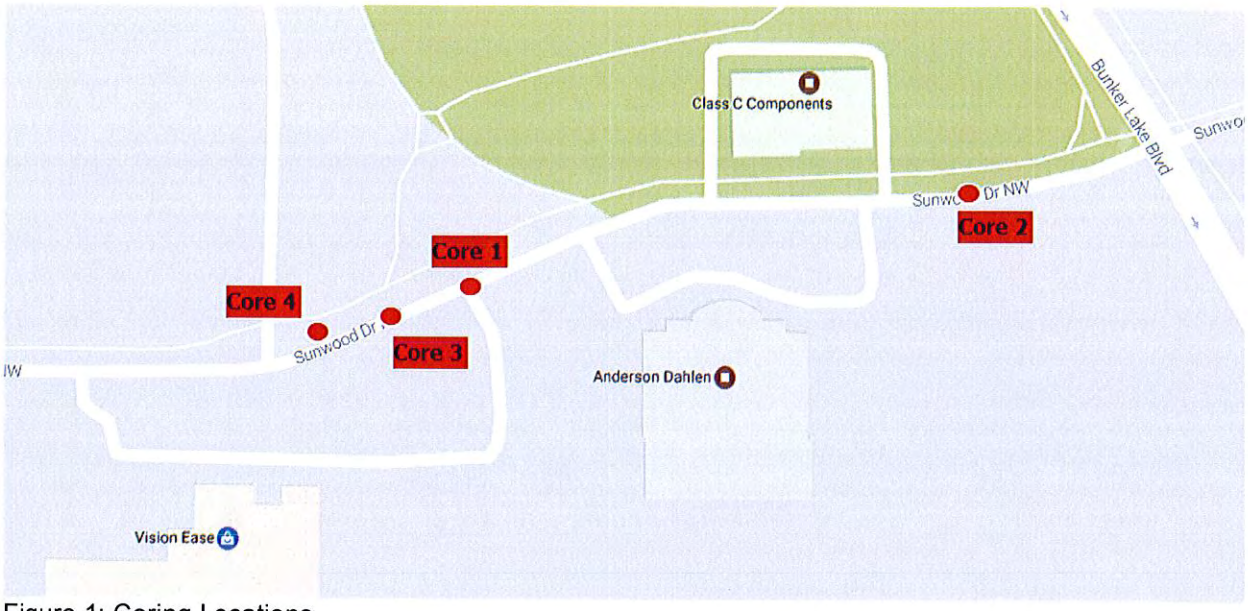


Figure 1: Coring Locations

Appendix B

Core 1







Core 2







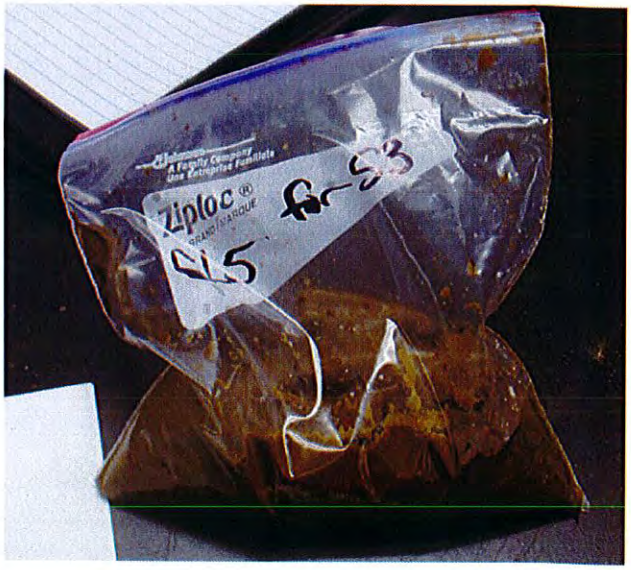


Core 3









Core 4





Public Works Committee **5. 4.**

Meeting Date: 01/17/2017

By: Bruce Westby, Engineering/Public Works

Title:

Consider Recommendation to City Council to Accept Draft Feasibility Report for Alpine Drive Reconstruction, Improvement Project #17-01

Purpose/Background:

The purpose of this case is to consider providing a recommendation to the City Council for accepting the DRAFT Feasibility Report for Alpine Drive Reconstruction, City Improvement Project #17-01.

Timeframe:

Staff estimates 10 minutes will be required to present this case and respond to questions.

Observations/Alternatives:

Attached is a DRAFT copy of the Feasibility Report. Please note this is a working document still under development.

The draft Feasibility Report will be presented to Council on January 24th.

Once the Feasibility Report is complete, meetings with abutting property owners will be conducted to discuss the proposed project and to gather feedback for future consideration by Council.

Alternatives:

Alternative #1 – Motion recommending City Council acceptance of the recommendations outlined in the draft Feasibility Report for Alpine Drive Reconstruction, City Improvement Project #17-01.

Alternative #2 – Motion denying City Council recommendation at this time.

Funding Source:

Staff proposes to fund the proposed improvements using a combination of street reconstruction bond funds and stormwater utility funds.

Recommendation:

Staff recommends alternative #1.

Action:

Motion to recommend approval of Alternative #1.

Attachments

DRAFT Feas Report

Form Review

Inbox	Reviewed By	Date
Grant Riemer	MaryJo Warner	01/12/2017 03:54 PM

Kurt Ulrich	Kurt Ulrich	01/12/2017 04:30 PM
Form Started By: Bruce Westby		Started On: 01/10/2017 09:08 AM
Final Approval Date: 01/12/2017		

DRAFT FEASIBILITY REPORT

ALPINE DRIVE RECONSTRUCTION

CITY IMPROVEMENT PROJECT NO. 17-01

January 12, 2017

Prepared By:

City of Ramsey
Engineering Department
7550 Alpine Drive
Ramsey, MN 55303
763-433-9820
763-433-9848 (Fax)

January 12, 2017

Honorable Mayor and City Council
City of Ramsey
7550 Alpine Drive
Ramsey, MN 55303

Re: Feasibility Report - City of Ramsey Improvement Project #17-01
Alpine Drive Reconstruction

Dear Mayor and City Council Members:

Transmitted herewith is a Feasibility Report for the proposed Alpine Drive Reconstruction project between Armstrong Boulevard/CSAH 83 and Variolite Street which examines the feasibility of reconstructing the bituminous street section and completing other appurtenant improvements.

This Feasibility Report examines the scope of the proposed improvements, explores estimated costs and available funding sources, defines a preliminary project schedule, and determines the necessity, feasibility and general cost-effectiveness of the proposed improvements, including any alternate designs, as well as whether the improvements would best be completed separately or in conjunction with another project.

I would be happy to discuss this report with you at your convenience. Please feel free to contact me at 763-433-9825 or bwestby@cityoframsey.com with any questions.

Sincerely,
City of Ramsey

Bruce Westby, PE
City Engineer

Enclosure

C: Kurt Ulrich, City Administrator
Diana Lund, Finance Director
Grant Reimer, Public Works Superintendent
Leonard Linton, Civil Engineer IV

DRAFT

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 Professional Engineer under the laws of the State of Minnesota.

Bruce Westby, PE

Date: January 18, 2017 License No. 40116

I hereby certify that this plan, specification or report was reviewed for Quality Control and Quality Assurance purposes and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Leonard Linton, PE

Date: January 18, 2017 License No. 21112

DRAFT

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LETTER OF TRANSMITTAL
CERTIFICATION SHEET
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Figure 1 – Project Scope
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Appendix B

Opinion of Probable Costs

Appendix C

Geotechnical Exploration and Engineering Review (NTI – 34 pages)
Pavement Evaluations and Recommendations (WSB & Associates – 8 pages)

1. EXECUTIVE SUMMARY

City Improvement Project 17-01 proposes to reconstruct Alpine Drive between Armstrong Boulevard/CSAH 83 and Variolite Street which totals approximately 3,600 linear feet (0.68 miles) in length. A map showing the location and scope of the proposed improvements is included as ***Figure 1*** in ***Appendix A***.

This segment of Alpine Drive was constructed in 2001 using bituminous pavement between B618 concrete curb and gutter. The street was constructed to a width of 32 feet from face-of-curb to face-of-curb in locations where parking is restricted, and to 38 feet from face-of-curb to face-of-curb in locations where parking is allowed along one side. Alpine Drive is centered within an 80 foot wide right-of-way. A storm sewer system also exists under this segment of Alpine Drive including numerous catch basins which drain runoff from the street to adjacent low-lying areas using concrete storm sewer pipes.

City staff evaluates and rates the condition of pavement sections on all city streets on an annual basis using the Pavement and Surface Evaluation Rating (PASER) system. In the fall of 2016, the pavement section of the above-referenced street segment were rated with a PASER rating of 3 which indicates this street is past the point of applying mill and overlay improvements. The current condition of this street requires City staff to patch the street at least once per year, particularly before winter so the street can be plowed without tearing up the pavement in the process. Pictures of the street are located in ***Appendix A***.

Proposed improvements include removing and replacing damaged sections of concrete curb and gutter and reconstructing the existing bituminous pavement section using a process known as Full Depth Reclamation, or FDR. This process involves milling the top 3 inches of existing bituminous pavement which is then hauled off site, reclaiming (grinding and mixing) the remaining bituminous pavement along with approximately the existing recycled concrete base material, mixing and spreading the reclaimed material on top of the reshaped and compacted subgrade, then placing 3.5 inches of new bituminous pavement on top. This results in a 10-ton pavement design that meets current State Aid standards.

The existing storm sewer system is in good condition and meets all current State Aid standards and is therefore not proposed to be improved. An off-street bike trail exists along the north side Alpine Drive but is not proposed to be improved as part of this project.

Pavement corings, soil borings, and associated pavement reconstruction design recommendations were just recently completed so staff has not yet had an opportunity to discuss the proposed improvements with owners of abutting properties. However, Staff recently mailed letters to the owners of abutting properties for the purpose of explaining the proposed improvements and requesting meetings with impacted and interested parties to discuss the proposed improvements and gather public input.

The engineer's opinion of probable costs for completing the proposed improvements on Alpine Drive as outlined in this report is $463,000. Estimated costs include 23% indirect costs for administrative, engineering, finance and legal costs. A summary of the engineer's opinion of probable costs is included in ***Appendix B***.

No parcels have been identified as receiving special benefit from the improvements so the use of special assessments as a funding source for this project is not proposed.

This improvement project, which is listed in the City's current Capital Improvement Program, is proposed to be funded using a combination of street reconstruction bond proceeds and stormwater utility funds.

This project can best be constructed as a stand-alone project, is necessary, feasible, and cost-effective from an engineering standpoint, and can be constructed as proposed herein.

2. INTRODUCTION

2.1 Authorization

The preparation of this report was authorized by the Ramsey City Council on August 9, 2016. This project has been designated as City Improvement Project No. 17-01.

2.2 Program Overview

In support of the City's long-term Street Maintenance Program, the entire existing bituminous pavement section will be reconstructed using a full-depth reclamation (FDR) process. Damaged concrete curb and gutter sections will also be removed and replaced, plus other appurtenant work will be completed as outlined in this report.

The City's pavement evaluation process involves a visual evaluation of each street's pavement surface based on the type, extent and severity of each pavement distress observed. Numerous types of pavement distresses may exist within a pavement section including, but not limited to, alligator cracking, block cracking, longitudinal cracking, transverse cracking, rutting, raveling, shoving, potholes and patches. This field data is then used to rate the pavement condition.

The City uses the Pavement and Surface Evaluation Rating (PASER) system to rate pavement condition. A PASER rating is a numerical index between 1 and 10 indicating the condition of a pavement based on the various pavement distresses recorded during visual observations. A PASER rating of 10 represents brand new pavement, while a PASER rating of 1 represents a pavement section that has fallen into complete disrepair requiring full reconstruction.

In the fall of 2016, City staff evaluated and rated the condition of the pavement along this segment of Alpine Drive. A PASER rating of 3 was determined for the segment of Alpine Drive between Armstrong Boulevard and Variolite Street.

2.3 Scope

City of Ramsey Improvement Project 17-01 proposes to reconstruct the existing bituminous pavement, to remove and replace damaged concrete curb and gutter sections, and to complete other appurtenant work on Alpine Drive between Armstrong Boulevard and Variolite Street which totals approximately 3,600 linear feet (0.68 miles) in length.

The existing bituminous pavement section is proposed to be reconstructed using the FDR process. This involves reclaiming the entire bituminous pavement section along with the existing recycled concrete base, hauling and disposing of the excess reclaim material off site, mixing and spreading the stabilized reclaimed material on top of the reshaped and compacted subgrade, then placing 3.5 inches of new bituminous pavement on top. This results in a 10-ton pavement design that meets current State Aid standards.

A map showing the location and scope of the proposed improvements is included as ***Figure 1*** in ***Appendix A***.

3. EXISTING CONDITIONS

3.1 Existing Pavement and Soil Conditions

The segment of Alpine Drive between Armstrong Boulevard and Variolite Street was constructed in 2001 using bituminous pavement and B618 concrete curb and gutter. The street was constructed to a width of 32 feet from face-of-curb to face-of-curb in locations where parking is restricted, and to 38 feet from face-of-curb to face-of-curb in locations where parking is allowed along one side. The street is centered within an 80 foot right-of-way, and striping is used to delineate the parking lanes. The existing posted speed is 45 mph along the entire segment of Alpine Drive.

The only pavement maintenance treatment that has been applied to this segment of Alpine Drive is spot spray patching on an as-needed basis. In 2016, Staff observed a Pavement and Surface Evaluation Rating (PASER) of 3.

In 2011, MnDOT recorded a traffic volume of 1,100 average annual daily traffic (AADT). While truck counts are not available, Staff believes it is reasonable to assume less than 5 percent of vehicles using this street segment can be classified as truck traffic, and that the percentage of trucks using this corridor will not substantially increase over time.

Northern Technologies, Inc. (NTI) was employed to complete a Geotechnical Exploration and Engineering Review for this project, which included thirteen (13) soil borings that were spaced at approximately 200 feet along Alpine Drive. The locations of the borings are shown in the Boring Location Diagram in Appendix C of NTI's report, attached in ***Appendix C.***

The soil borings provide information on existing bituminous pavement and aggregate base course thicknesses, subsurface soil conditions, existing ground water elevations, and potential issues that may be encountered during construction. Recommendations are also provided for excavations, site preparation, engineered fill and compaction, depths of unsuitable soils to be removed, ground water management, and pavement design parameters. All borings terminated at a nominal depth of 11 feet below the existing ground surface.

Groundwater was observed in two soil borings at depths ranging between 10 and 10.5 feet below the existing ground surface. Based on the work being proposed and the recorded water level depths, groundwater is not anticipated to be a significant issue for work completed with this proposed project.

The soil borings generally indicate that existing bituminous pavement thicknesses range between 3.5 to 5.0 inches. Apparent aggregate base was observed in five boring locations. Previously placed fill soils, generally consisting of poorly graded sand with silt and poorly graded sand with silt and gravel (SP-SM), poorly graded sand with clay (SP-SC), and clayey sand (SC) are present at depths ranging from 3.0 to 9.5 feet below the top of the pavement. Native alluvial soils consisting of poorly graded sand (SP) and poorly graded sand with silt (SP-SM) generally extend to the bottom of the borings.

3.2 Watermain

Watermain does not exist on site.

3.3 Sanitary Sewer

Sanitary sewer does not exist on site.

3.4 Storm Sewer/Drainage

Storm sewer exists along the entire segment of Alpine Drive. Based on design calculations completed by City staff, minor modifications are required to the existing storm sewer system to meet current State Aid standards. This will require the addition of three catch basins and approximately 100 feet of storm sewer pipe. Stormwater runoff is currently conveyed within the concrete curb and gutter along the outside edges of Alpine Drive, where it is then collected in concrete catch basins and routed through concrete storm sewer pipes to existing wetlands, stormwater drainage ditches, and ponding facilities.

3.5 Streets

3.5.1 Existing Typical Sections

Alpine Drive is centered within 80 feet of City-owned right-of-way. The street section varies between 32 feet in locations where parking is restricted, and 38 feet in locations where parking is allowed.

All curb along these streets are B618 concrete curb and gutter. Parking lanes are delineated with striping.

3.5.2 Maintenance History

This segment of Alpine Drive was originally constructed in 2001 and has not received proactive pavement maintenance other than spot patching on an as-needed basis.

3.6 Land Use

Developed properties abutting this segment are zoned residential.

4. PROPOSED IMPROVEMENTS

4.1 Street and Stormwater Improvements

The segment of Alpine Drive between Armstrong Boulevard and Variolite Street is part of the City's Municipal State Aid System (MSAS). The proposed improvements must therefore be designed and constructed in accordance with current Minnesota Department of Transportation (MnDOT) State Aid standards which are generally based on the street's functional classification, projected traffic volume, design speed, lane designations and widths, and proposed pedestrian facilities.

Based on the proposed design, Alpine Drive must be reconstructed in accordance with State Aid Rule 8820.9936 or 8820.9946. This will depend on the percentage of damaged curb and gutter that needs to be removed and replaced, which will be determined during final design.

The scope of the proposed surface improvements is shown in ***Figure 1*** in ***Appendix A***.

4.1.1 Street Improvements

Alpine Drive is proposed to be reconstructed with bituminous pavement matching the existing width. This design will meet current State Aid standards. All damaged B618 concrete curb and gutter is proposed to be removed and replaced in kind. A typical section for the proposed pavement reconstruction improvements is shown in ***Figure 2*** in ***Appendix A.***

The proposed reconstructed pavement design must accommodate a 10-ton design in accordance with State Aid design standards. City staff is proposing a pavement section design of 1.5 inches bituminous wear course, 2 inches bituminous base course, and 6 inches of aggregate base composed of full depth reclamation material. This pavement section would be constructed over the existing subgrade after it is reshaped and compacted.

The proposed pavement design should result in a minimum pavement life of 30 years, assuming that proactive, regular pavement maintenance treatments are performed during the life of the pavement. While staff would typically target a 60-year design life for reconstructed streets, this project is not proposing to remove and replace all curb and gutter due to the good condition of the existing 15 year old curb and gutter. Therefore, it may make sense to replace the pavement section at the time the existing curb and gutter is replaced, which will likely be 30 or more years into the future.

4.1.2 Stormsewer Improvements

The existing storm sewer system is in good condition but will require the addition of three catch basins and 100 feet of storm sewer pipe to meet all current State Aid standards. In addition, several catch basin castings will require minor improvements. No stormwater quality treatment improvements are required for this project since the street is proposed to be reconstructed at its current width.

4.1.3 Geotechnical Considerations

Northern Technologies, Inc. (NTI) was employed to complete a Geotechnical Exploration and Engineering Review for this project, which included thirteen (13) soil borings that were spaced at approximately 200 feet along Alpine Drive. The locations of the borings are shown in the Boring Location Diagram in Appendix C of NTI's report, attached in ***Appendix D.***

4.1.4 Other Considerations

Driveways:
Existing driveway aprons will need to be reconstructed to varying degrees with this project. The limits of construction will vary with each driveway apron based on the elevation of the street abutting the driveway and the driveway pavement type. During design, staff will evaluate the construction limits for each driveway and will incorporate this into the plans, but as with all street reconstruction projects the exact limits of construction will be determined in the field during construction. Right-of-entry forms will be obtained from private property owners if work is required outside City right-of-ways and easements.

Irrigation Systems:
Developed properties along the project corridor may have private irrigation systems. However, impacts to these systems would only occur if the existing curb and gutter is being removed and replaced. In the past, the City has typically repaired private irrigation systems that are damaged as part of a street reconstruction project. However, staff will be requesting Council permission to change this practice on all future projects by instead notifying property owners of pending construction at least 15 business days in advance to allow them time to move their irrigation systems out of harm's way before work begins.

Parking Restrictions:
Parking is currently provided intermittently along one side of the streets and is not currently restricted except for overnight parking per City code. During this project, parking will be restricted during allowable working hours.

4.2 Stormwater Treatment

No stormwater retention and/or treatment improvements will be required as a result of this project.

4.3 Water Main Improvements

No watermain improvements are proposed with this project.

4.4 Sanitary Sewer Improvements

No sanitary sewer improvements are proposed with this project.

4.5 Construction Methods

The existing bituminous pavement section will be reconstructed using the FDR process outlined within this report. See Pavement Evaluations and Recommendations in ***Appendix C*** for additional detail.

4.6 Private Utilities

Staff has not yet met with the telephone, gas, and cable utilities regarding this project. During preparation of plans and specifications, staff will meet with the private utility companies to discuss the proposed improvements as noted in the project schedule within this report. The alignment and footprint of the streets will be considered to minimize impacts to private utilities. No impacts to power poles or street lights are anticipated with this project.

Should any utility companies indicate they wish to upgrade, replace and/or otherwise modify their services during this project, any such upgrades, replacements and/or modifications will be at the sole discretion and cost of the utilities.

4.7 Permits

Permits that are anticipated to be required as part of the proposed improvements include:

- MPCA General Stormwater Permit (NPDES)..... Grading and Storm Water

A stormwater permit from the Lower Rum River Watershed Management Organization will not be required with this project.

4.8 Right-of-Ways/Easements

It is anticipated that all improvements will occur within existing City right-of-ways and/or easements, with the possible exception of tying into private driveways and yards. It is therefore not anticipated that the City will need to acquire additional permanent right-of-way or easements for this project. As such, costs for right-of-way or easement acquisitions are not included in the probable project costs.

If rights of entries will be required from any property owners prior to construction, City staff will obtain the right of entries.

5. FINANCING

5.1 Opinion of Cost

A detailed opinion of probable costs for the proposed improvements can be found in ***Appendix B*** of this report. The opinion of probable costs incorporates anticipated 2017 construction costs for the proposed improvements plus 23% indirect costs for administrative, engineering, financing and legal costs. No construction contingency costs are included in the estimated costs.

City staff prepared the Feasibility Report in-house as part of staff's normal duties.

NTI prepared the Geotechnical Exploration and Engineering Review, included in ***Appendix C***, at a cost of $4,400.

WSB and Associates, Inc. prepared the Pavement Evaluations and Recommendations included in ***Appendix D***, at the not-to-exceed cost of $2,687.50.

5.2 Funding

5.2.1 Assessments

The use of special assessments is not being proposed with this project.

5.2.2 City Contribution

The City will fund this project in its entirety. No funds have been budgeted for this project.

The City's share of eligible project costs related to surface (street) improvements is proposed to come from the previously encumbered 5-year street reconstruction bonds. Stormwater Utility Funds would be utilized for all storm sewer improvements.

Table 1 illustrates the proposed project funding based on the proposed design outlined within this report. This funding program assumes construction will occur in 2017.

TABLE 1
Proposed Project Funding

	ASSESSMENTS	CITY FUNDS	TOTAL
Estimated Costs	**$0**	**$463,000**	**$463,000**

Total Project Cost		**$463,000**
Less Special Assessments	-	$0
Subtotal	**=**	**$463,000**
Less City Bonding Funds	-	$420,065
Subtotal	**=**	**$42,355**
Less Stormwater Utility Funds	-	$42,355
TOTAL Remaining Cost	**=**	**$0**

6. PROJECT SCHEDULE

The proposed project schedule is as follows:

Council Orders Feasibility Report ..... August 9, 2016

Council Accepts Feasibility Report/Authorizes Plans and Specifications ..... January 24, 2017

Public Input Meetings ..... February 1 - 10, 2017

Staff Conducts Private Utility Coordination Meeting ..... February/March, 2017

Council Approves Plans and Specifications/Authorizes Ad for Bids ..... March 28, 2017

Staff Advertises for Bids ..... March 31 & April 7, 2017

Staff Receives Bids ..... April 27, 2017

Council Awards Contract ..... May 9, 2017

Contractor Begins Construction ..... May/June 2017

Contractor Completes Construction ..... September 8, 2017

7. CONCLUSIONS AND RECOMMENDATIONS

City of Ramsey Improvement Project 17-01 proposes to reconstruct the bituminous pavement section, to remove and replace all damaged concrete curb and gutter, and to complete miscellaneous appurtenant work on Alpine Drive between Armstrong Boulevard and Variolite Street. This street segment measures approximately 3,600 linear feet (0.68 miles).

It is the recommendation of City staff that City Project No. 17-01 is feasible, necessary, and cost-effective from an engineering standpoint.

The following staff recommendations related to the proposed project are presented for Council consideration and concurrence:

1. Staff recommends reconstructing this street segment in 2017 as outlined in this report.
2. Staff recommends reconstructing the off-road bike trail along the south side of Alpine Drive at a later date pending adoption of the City's Trail Maintenance Policy / Program.
3. Staff recommends constructing the 10-ton pavement section for Alpine Drive as proposed herein to accommodate State Aid design standards.
4. Staff recommends requiring private property owners to protect and/or restore their own irrigation systems during future street improvement projects.
5. Staff recommends meeting with the owner of each property in early February of 2017 to inform them of the proposed improvements and to gather public input prior to requesting Council approval of plans and specifications on March 28th.

The City Council is asked to act on the following items related to the proposed project:

1. Adopt Resolution #17-01-0XX accepting this Feasibility Report and ordering Plans and Specifications based on the design proposed herein.

APPENDIX A

Figure 1 – Project Scope
Figure 2 – Typical Section
Project Site Pictures

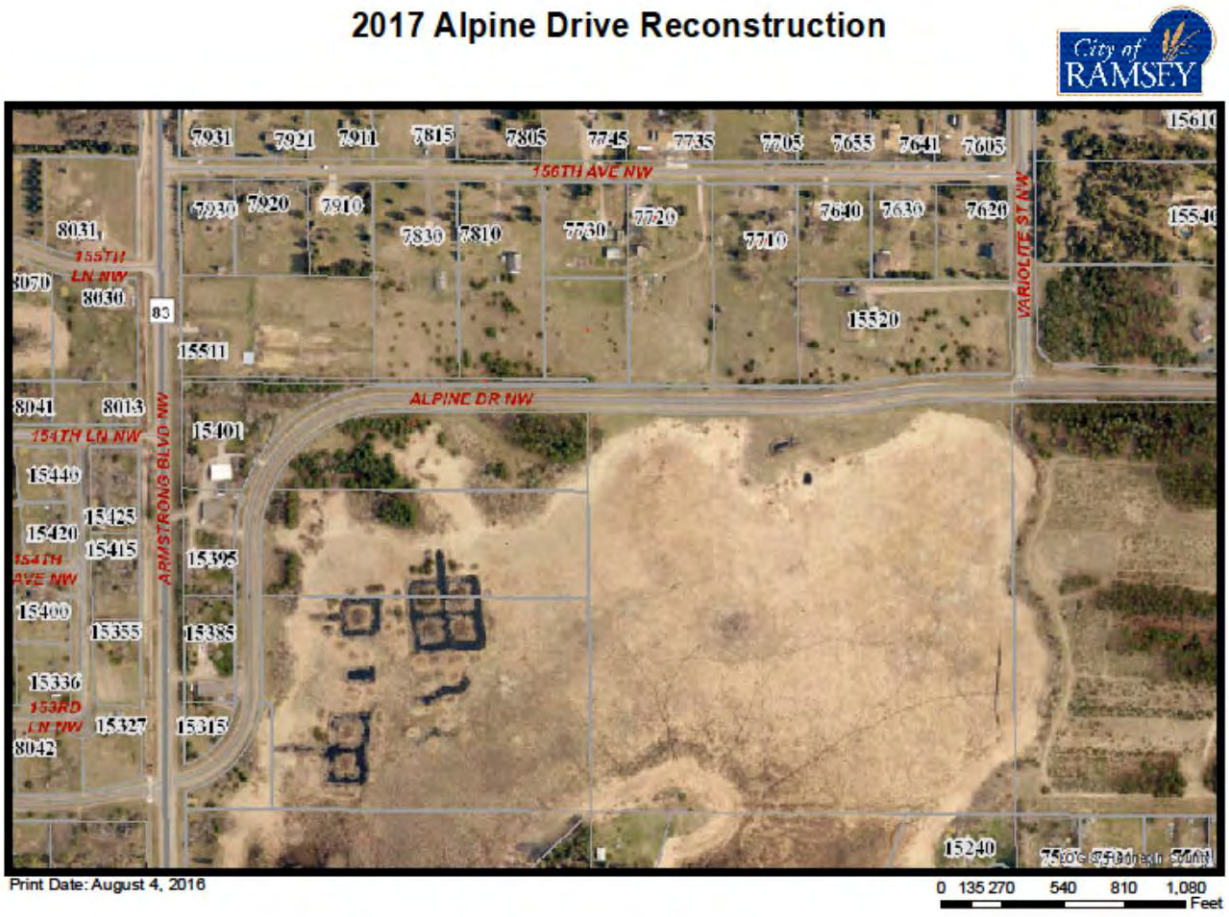


FIGURE 1
PROJECT SCOPE

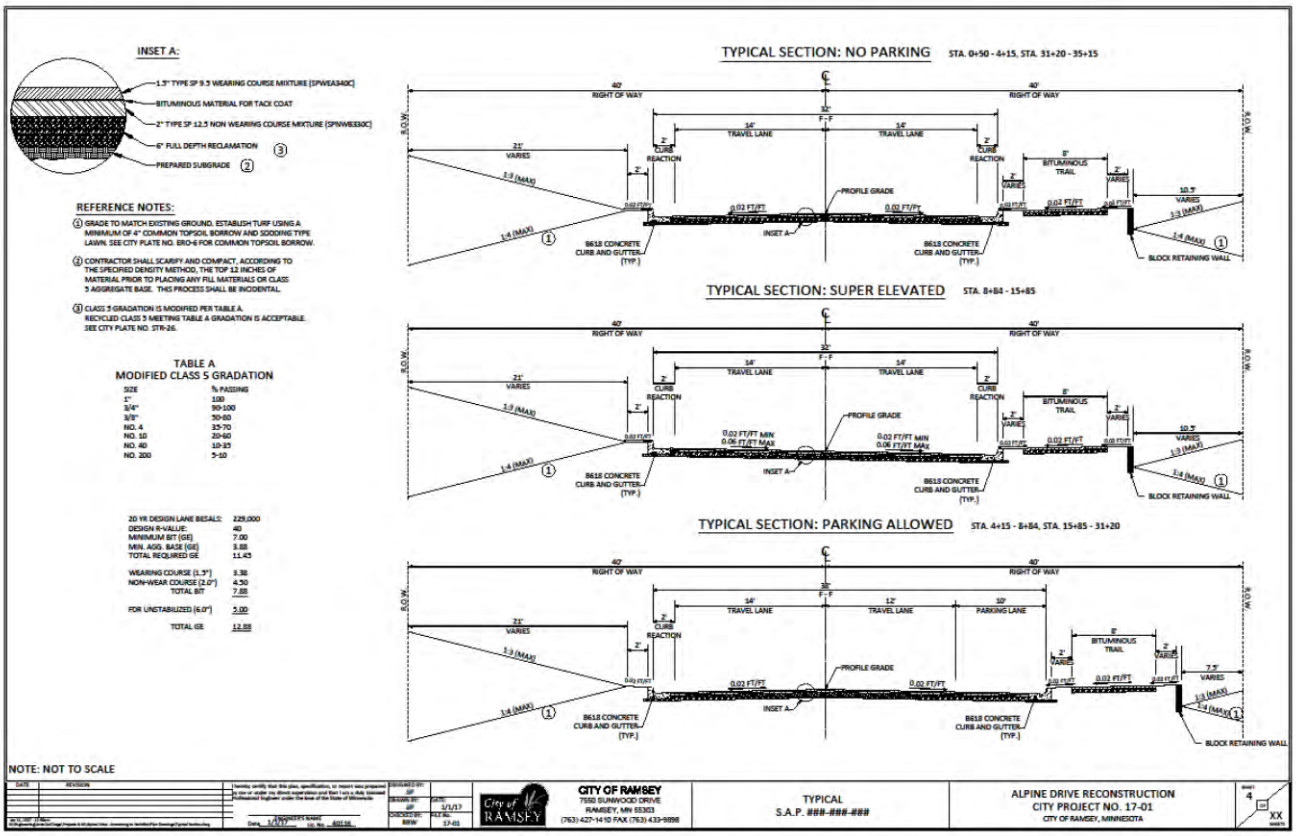


FIGURE 2
TYPICAL SECTION

PROJECT SITE PICTURES







APPENDIX B

Opinion of Probable Costs

17-01 ALPINE DRIVE RECONSTRUCTION: ARMSTRONG BLVD. to VARIOLITE STREET
ENGINEER"S ESTIMATES PER OPTION
1/11/2017

ITEM No.	MNDOT No.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT COST	COST EXTENSION
1	2021.501	MOBILIZATION	LS	1	$ 43,000.00	$ 43,000.00
2	2104.501	REMOVE CONCRETE CURB AND GUTTER	LF	1500	$ 6.00	$ 9,000.00
3	2104.501	REMOVE SEWER PIPE - STORM	LF	10	$ 15.00	$ 150.00
4	2104.503	REMOVE CONCRETE DRIVEWAY PAVEMENT	SF	82	$ 2.50	$ 205.00
5	2104.505	REMOVE BITUMINOUS PAVEMENT	SY	16	$ 4.50	$ 72.00
6	2104.509	REMOVE MANHOLE OR CATCH BASIN	EA	1	$ 500.00	$ 500.00
7	2104.511	SAWING CONCRETE PAVEMENT - FULL DEPTH	LF	64	$ 8.50	$ 544.00
8	2104.513	SAWING BITUMINOUS PAVEMENT - FULL DEPTH	LF	190	$ 5.50	$ 1,045.00
9	2105.522	SELECT GRANULAR BORROW (CV) - (TO POSSIBLY THIN OUT RECLAM)	CY	500	$ 12.50	$ 6,250.00
10	2105.601	UTILITY DEWATERING	LS	1	$ 2,000.00	$ 2,000.00
11	2112.501	SUBGRADE PREPARATION	RDST	36	$ 225.00	$ 8,100.00
12	2130.501	WATER	MGAL	70	$ 32.50	$ 2,275.00
13	*2215.501*	*BITUMINOUS PAVEMENT RECLAMATION (9.5" DEPTH)*	*SY*	*12740*	*$ 2.00*	$ 25,480.00
14	2232.501	MILL BITUMINOUS PAVEMENT (1.5" DEPTH)	SY	40	$ 15.00	$ 600.00
15	2331.607	HAUL BIT PAVEMENT RECLAMATION (LV)	CY	1610	$ 9.00	$ 14,490.00
16	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GAL	892	$ 2.36	$ 2,105.12
17	2360.502	TYPE SP 9.5 WEARING COURSE MIXTURE (SPWEA340C) (1.5")	TON	1261	$ 65.00	$ 81,965.00
18	2360.502	TYPE SP 12.5 NON WEARING COURSE MIXTURE (SPNWB330C) (2")	TON	1682	$ 61.00	$ 102,602.00
19	2503.541	15" RC PIPE SEWER, DESIGN 3006 CLASS III	LF	161	$ 35.00	$ 5,635.00
20	2503.602	CONNECT TO EXISTING STORM SEWER	EA	2	$ 1,200.00	$ 2,400.00
21	2506.501	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	LF	10	$ 425.00	$ 4,250.00
22	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 2X3 CATCH BASIN	EA	2	$ 1,500.00	$ 3,000.00
23	2506.516	CASTING ASSEMBLY	EA	4	$ 550.00	$ 2,200.00
24	2506.521	INSTALL CASTING	EA	4	$ 275.00	$ 1,100.00
25	2506.602	GROUT CATCH BASIN	EA	14	$ 300.00	$ 4,200.00
26	2506.602	ADJUST CATCH BASIN CASTING	EA	9	$ 1,000.00	$ 9,000.00
27	2521.501	6" CONCRETE WALK	SF	142	$ 7.00	$ 994.00
28	2531.501	CONCRETE CURB & GUTTER DESIGN B618	LF	1500	$ 13.00	$ 19,500.00
29	2531.507	6" CONCRETE DRIVEWAY PAVEMENT	SY	35	$ 55.00	$ 1,925.00
30	2531.618	TRUNCATED DOMES	SF	16	$ 40.00	$ 640.00
31	2563.601	TRAFFIC CONTROL	LS	1	$ 5,000.00	$ 5,000.00
32	2570.570	HYDRAULIC MATRIX TYPE MULCH	LBS	140	$ 2.00	$ 280.00
33	2573.503	SILT FENCE	LF	800	$ 3.00	$ 2,400.00
34	2573.530	STORM DRAIN INLET PROTECTION	EA	27	$ 200.00	$ 5,400.00
35	2574.508	FERTILIZER TYPE 3	LBS	14	$ 3.00	$ 42.00
36	2575.501	HYDROSEEDING MNDOT MIXTURE 25-131	ACRE	0.07	$ 6,000.00	$ 420.00
37	2575.502	MNDOT SEED MIXTURE 25-131	LBS	15	$ 5.00	$ 75.00
38	2575.525	COMMON TOPSOIL BORROW (LV)	CY	45	$ 30.00	$ 1,350.00
39	2582.502	4" DOUBLE SOLID LINE YELLOW - EPOXY	LF	1384	$ 1.00	$ 1,384.00
40	2582.502	4" BROKEN LINE YELLOW - EPOXY	LF	410	$ 0.50	$ 205.00
41	2582.502	4" SOLID LINE YELLOW - EPOXY	LF	350	$ 0.50	$ 175.00
42	2582.502	4" SOLID LINE WHITE - EPOXY	LF	6777	$ 0.50	$ 3,388.50
43	2582.503	CROSSWALK MARKINGS - EPOXY	SF	90	$ 5.00	$ 450.00

GENERAL BID ITEMS CONSTRUCTION COST	*$ 375,796.62*
23% INDIRECT COST	$ 86,433.22
TOTAL PROJECT COST	**$ 462,229.84**

APPENDIX C

Geotechnical Exploration and Engineering Review (NTI – 34 pages)
Pavement Evaluations and Recommendations (WSB & Associates – 8 pages)

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November 23, 2016

City of Ramsey
Attention: Mr. Bruce Westby, P.E.
7550 Sunwood Drive NW
Ramsey, Minnesota 55303

Subject: Geotechnical Exploration and Engineering Review
Alpine Drive – Street Improvements
Ramsey, Minnesota
NTI Project No. 16.61770.100

Northern Technologies, LLC (NTI) has completed a total of thirteen (13) borings for the Alpine Drive project area in the City of Ramsey, Minnesota.

The scope of services included determining existing bituminous and aggregate base thicknesses, and subsurface conditions, and providing recommendations for site preparation, excavations, engineered fill and compaction, depths of unsuitable soils to be removed, groundwater management, potential difficulties during construction, utility installation, and pavement design.

Our services were performed in accordance with our proposal dated October 25, 2016.

PROJECT AND SITE DESCRIPTION

The project includes street and possibly utility improvements to a section of Alpine Drive between Armstrong Boulevard and Variolite Street in Ramsey, Minnesota.

The pavement sections are proposed to be designed using the average annual daily traffic (AADT) information and based on a 20-year design pavement life. The AADT information noted on the Mn/DOT Traffic Data webpage indicates an AADT of 1000 for the project section of Alpine Drive. NTI was not aware of invert elevations or other design details of the proposed utilities at the time this report was prepared.

SUBSURFACE EXPLORATION SUMMARY

NTI performed the subsurface exploration program on November 7 2016 with a two-person crew using a truck-mounted CME-55 drill rig. Samples were generally collected in accordance with ASTM D 1586 "Standard Test Method for Standard Penetration Testing (SPT) and Split-Barrel Sampling of Soils."

The boring locations and depths were determined by a representative with the City of Ramsey. The boring locations were staked in the field by NTI. The borings terminated at nominal depths 11.0 feet below the existing pavement surface. .

Elevations were not provided to NTI, therefore, NTI has assumed a ground surface elevation of 100.0 feet for each of the boring locations. Please refer to the Boring Location Diagram, the Boring Logs in Appendix C, and the Pavement Core Photographs in Appendix D.

Alpine Drive – (Borings A-1 through A-13)

Bituminous pavement thickness within this roadway area ranged from approximately 3.5 to 5.0 inches at the boring locations. Apparent aggregate base was not observed at the majority of the borings. As exceptions, apparent aggregate base was observed at Boring A-2, A-4, A-5, A-7, and A-10 locations and varied in thickness from approximately 2.5 to 24.0 inches. Occasional cobbles and hard drilling conditions were encountered at Boring A-6, A-7, A-9, A-10, A-12 and A-13 locations.

Previously placed fill soils, generally consisting of poorly graded sand with silt and poorly graded sand with silt and gravel (SP-SM), poorly graded sand with clay (SP-SC) and clayey sand (SC), were encountered extending to depths ranging from approximately 3.0 to 9.5 feet below the top of pavement.

Native alluvial soils consisting of poorly graded sand (SP) and poorly graded sand with silt (SP-SM) were commonly observed extending to the boring termination depths. Varying amounts of gravel were encountered throughout the boring locations.

Groundwater was observed in the boreholes at Borings A-5 and A-9 locations at the time of drilling at depths of 10.0 and 10.5 feet respectively. Please refer to the boring logs included in the appendices.

Table 1 summarizes the encountered subsurface conditions for this project area.

Table 1: Pavement and Subgrade Summary[1]
Alpine Drive

Boring No.	Bituminous Pavement Thickness[2] (inches)	Apparent Aggregate Base Thickness[3] (inches)	Fill Subgrade Material[4]	Native Subgrade Material
A-1	3.5	None	SP-SM	SP-SM
A-2	3.5	20.0	SP-SM	SP-SM
A-3	4.5	None	SP-SM	SP-SM
A-4[5]	4.8	24.0	SP-SM	SP-SM
A-5	4.8	4.5	SP-SC, SC	SP-SM
A-6	4.5	None	SP-SM	SP-SM
A-7	3.8	2.5	SP-SM	SP-SM
A-8	4.0	None	SP-SM	SP
A-9	3.5	None	SP-SM	SP-SM
A-10[5]	5.0	3.0	SP-SM	SP-SM
A-11	4.5	None	SP-SM	SP-SM
A-12	4.5	None	SP-SM	SP-SM
A-13	4.8	None	SP-SM	SP-SM

1. Table summary is a generalization of subsurface conditions at the individual soil boring locations only. They may not reflect variations in subsurface strata occurring on site between boring locations. The general geologic origin of retained soil samples is listed on the boring logs.
2. Measured thickness of the pavement core.
3. Apparent aggregate base thickness, at time of our fieldwork, by visual inspection only and is not meant to confer conformance with DOT specifications.
4. Undocumented fill soils.
5. Pavement core thickness may not be representative due to crumbling during coring process.

GROUNDWATER AND GROUNDWATER CONTROL

Groundwater was observed in the boreholes at Borings A-5 and A-9 locations at the time of drilling at depths of 10.0 and 10.5 feet respectively.

Depending upon elevations of underground utilities, groundwater may be an issue during construction. It should be noted that if excavations are proposed below the groundwater level, the granular nature of the majority of the on-site soils will likely result in significant volumes of water entering the excavations unless proper dewatering measures are implemented. Well points embedded into the underlying sands will likely be the most suitable method for controlling excess water in deeper excavations. If dewatering is needed during construction, we recommend that the groundwater be maintained a minimum of 2 feet below the bottom of the excavation.

LABORATORY TEST PROGRAM

Our analysis and recommendations of this report are based upon our interpretation of the standard penetration test resistance determined while sampling soils, laboratory test results and experience with similar soils from other sites near the project. The results of such tests are summarized on the boring logs or attached laboratory test reports.

UTILITY LINE CONSTRUCTION

The native sand soils observed in soil borings were generally suitable for utility support and utility backfill. Due to the encountered groundwater levels and depending on the installation depth of the utilities, temporary dewatering may be required during the utility trench excavations. Stabilization of the trench subgrade may be required in order to provide a stable platform for construction. Stabilization could consist of a one half to one foot layer of crushed rock or sand with a maximum 5 percent material passing the No. 200 sieve and 50 percent passing the No. 40 sieve.

In addition, as noted above, hard drilling in possible cobbles were encountered within the Alpine Drive project area at select boring locations. Dependent upon the depth of utility installation, pipe bedding may be required to provide a uniform bearing stratum and for protection of the utility piping when bearing upon the underlying gravel laden soils.

The Geotechnical Engineer of Record or their designated representative should observe the project excavations to determine that unsuitable materials have been properly removed and adequate bearing support is provided by the exposed soils. The exposed soil at the base should be compacted to no less than 95 percent standard Proctor maximum dry density (ASTM D698). Such observations and testing should be performed prior to backfilling.

The on-site non-organic soils are anticipated to be suitable for reuse if properly moisture conditioned and compacted. Replacement backfill required in utility trenches should consist of non-organic material similar to the surrounding soil. All import fill should be approved by NTI or the City's representative.

It is especially important that trench backfill for utility construction within paved areas be thoroughly compacted to minimize future pavement damage. We recommend that such soils be compacted in accordance with the recommendations noted in the "Placement and Compaction of Engineered Fill" section in Appendix B of this report.

The stability of embankments along utility excavations is dependent on soil strength, site geometry, moisture content, and any surcharge load for excavated soils and equipment. We present cautionary remarks concerning stability of excavation sideslopes in the "Excavation Stability" section of this report.

The Contractor is solely responsible for assessing the stability of and executing underground utility and project excavations using safe methods. The contractor is also responsible for naming the "competent individual" as per Subpart P of 29 CFR 1926.6 (Federal Register - OSHA).

The Geotechnical Engineer of Record or their designated representative should observe the project excavations to determine that conditions are similar to those encountered in the borings, and that adequate bearing support is provided by the exposed soils.

Excavation Stability

Excavation depth and sidewall inclination should not exceed those specified in local, state or federal regulations. Excavations may need to be widened and sloped, or temporarily braced, to maintain or develop a safe work environment. Contractors must comply with local, state, and federal safety regulations including current OSHA excavation and trench safety standards. Temporary shoring must be designed in accordance with applicable regulatory requirements.

Excavations that penetrate the groundwater surface will require dewatering with sand points or wells. We recommend that the groundwater surface be maintained a minimum of 2 feet below the bottom of the exposed excavation.

Engineered Fill and Winter Construction

The clayey sand soils on this site will be susceptible to frost action if not provided adequate drainage, insulation or coverage. Frozen soil should not be used as backfill. When the ambient air temperature falls below freezing for an extended period of time, frost forms, and soil near the surface grade expands. Settlement of the fill may occur as the frozen soils thaw.

If frost penetrates the soil prior to paving, soils must be thawed, scarified, and re-compacted as recommended in this report. Subgrade soils should be inspected prior to paving to verify frozen conditions are not present.

PAVEMENT RECOMMENDATIONS

Mill and Overlay Recommendations

Consideration could be made to milling and overlaying the existing pavement. The roadway sections appear to have a sufficiently thick in place pavement section, over a majority of the project alignment, which would lend itself to rehabilitation via mill and overlay techniques.

In general, pavement sections consisting of 3 inches or less of bituminous asphalt can be difficult to effectively mill and overlay as often times the entire pavement section is reclaimed during the attempted partial section milling process. Additionally, in locations where the existing pavement thickness is less than the recommended thickness, a mill and overlay would not be recommended unless a structural overlay were applied to increase the overall thickness.

Pavement Reconstruction

If the pavement section is to be removed and replaced in its entirety, the most conservative method of subgrade preparation would be remove the undocumented fill soils and replace them in their entirety with properly compacted engineered fill. This method of subgrade preparation would provide the most uniform subgrade but would also be the most costly method of construction and would be relatively a-typical method of subgrade preparation for improvements to existing municipal roadways.

If the City is willing to accept some risk in potential long term detrimental performance for the significant upfront savings, the roadway can be reconstructed over the existing fill. NTI recommends that prior to installing the aggregate base, the existing subgrade should be scarified and re-compacted to a depth of at least 12 inches. A proof roll test should then be performed to determine soft or unstable subgrade areas. The proof roll should be performed with a tandem axle dump truck loaded to gross capacity (at least 20 tons). Acceptance criteria of the proof roll shall be limited to rut formation no more than one inch depth (front or rear axles) and no pumping (rolling) observed during the visual inspection. Proof roll tests should be observed by an experienced technician or geotechnical engineer prior to placement of the aggregate base course to verify the subgrade will provide adequate pavement support.

If rutting or localized unstable subgrade areas are observed, those areas should be subcut, moisture-conditioned, and re-compacted or removed to a stable depth.

If imported fill is required in paved areas it should consist of debris free, non-organic, mineral soil similar in composition to the subgrade soils encountered in the surrounding areas. If sand is imported into areas that are underlain by relatively impervious fine grained soils the sand layer must be drained with drain tile in order to prevent frost heave from water trapped within the imported sand layer during freezing temperatures. Individual lifts of engineered fill should be tempered for moisture content, placed and compacted as noted in the "Placement and Compaction of Engineered Fill" section in Appendix B of this report.

The performance of stabilometer or similar tests, were beyond the scope of this report; however, they may be performed, upon request, for an additional fee. Based on the encountered soil conditions, we estimate that a properly prepared poorly graded sand with silt (SP-SM) and poorly graded sand clay (SP-SC) soils will have an average stabilometer R-Value of 40.

For a 20-year design pavement life, Table 3 presents our thickness recommendations for flexible (bituminous) pavement. These recommendations were based upon the encountered subgrade conditions, estimated R-value for the existing subgrade soils, the assumed AADT volumes, and the City of Ramsey's typical pavement section for the respective project area.

Table 3: Flexible Pavement Thickness Design[1]
Alpine Drive

Pavement Section	Calculated Required Pavement Section	City's Typical Pavement Section[2]
Bituminous Wear Course (inches)	1.5	1.5
Bituminous Base Course (inches)	2.0	2.0
Class 5 or 7 Aggregate Base (inches)	6.0	4.0

1. Assumed AADT volume of 1000 and an average R-value of 40.
2. The calculated required section was greater than the City's typical section for residential streets, thus NTI recommends that the Calculated Required Pavement Section be implemented.

Pavement recommendations assume the subgrade soils and aggregate section below paved surfaces will drain to subsurface piping for eventual discharge into storm sewer, or above grade to ditching, or similar acceptable systems. Lack of surface and subsurface drainage will significantly reduce the capacity and longevity of the pavement systems indicated above.

We recommend pavements receive annual maintenance, as a minimum, to correct damages to the pavement structure, clean and infill cracks which develop, and repair or resurface areas which exhibit reduced subgrade performance. The lack of maintenance can lead to moisture infiltration of the pavement structure and softening of the subgrade soils. This, in turn, can degrade the performance of the pavement system and result in poorly performing pavements with shortened life expectancy.

CLOSURE

As the widely spaced, small diameter borings provide only a limited amount of data regarding the existing fill, the existing fill may contain soft zones, debris or significantly greater amounts of unsuitable materials than could be reasonably inferred from the boring information. Unsuitable materials may not be discovered during construction and may remain buried within the fill below the slabs and pavements, resulting in greater than anticipated settlements of the slabs and pavements. These risks cannot be eliminated without completely removing the fill, but can be reduced by thorough exploration and testing during site preparation and construction.

Our conclusions and recommendations are predicated on observation and testing of the earthwork directed by Geotechnical Engineer of Record. Our opinions are based on data assumed representative of the site. However, the area coverage of borings in relation to the entire project is very small. For this and other reasons, we do not warrant conditions below the depth of our borings, or that the strata logged from our borings are necessarily typical of the site. Deviations from our recommendations by plans, written specifications, or field applications shall relieve us of responsibility unless our written concurrence with such deviations has been established.

The scope of services for this project does not include either specifically or by implication any environmental or biological assessment of the site or identification or prevention of pollutants, hazardous materials or conditions. If the owner is concerned about the potential for such contamination or pollution, other studies should be undertaken.

This report has been prepared for the exclusive use of The City of Ramsey and its agents for specific application to the proposed Alpine Drive – Street Improvements project in the City of Ramsey, Minnesota. Northern Technologies, LLC has endeavored to comply with generally accepted geotechnical engineering practice common to the local area. Northern Technologies, LLC makes no other warranty, express or implied.

Northern Technologies, LLC



Debra A. Schroeder, P.E.
Senior Engineer



Steven D. Gerber, P.E.
Senior Engineer

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



Debra A. Schroeder
Date: 11/23/2016 Reg. No. 52743

Attachments
Appendix A - General Notes
Appendix B - Groundwater Issues, Compaction and Placement of Fill
Appendix C - Attachments: Boring Location Diagram (1), Soil Boring Logs (13)
Appendix D - Photographs (13 cores)

APPENDIX A

GEOTECHNICAL EVALUATION OF RECOVERED SOIL SAMPLES

FIELD EXPLORATION PROCEDURES

GENERAL NOTES

WATER LEVEL SYMBOL

DESCRIPTIVE TERMINOLOGY

RELATIVE PROPORTIONS

PARTICLE SIZES

CLASSIFICATION OF SOILS FOR ENGINEERING PURPOSES

GEOTECHNICAL EVALUATION OF RECOVERED SOIL SAMPLES

We visually examined recovered soil samples to estimate distribution of grain sizes, plasticity, consistency, moisture condition, color, presence of lenses and seams, and apparent geologic origin. We then classified the soils according using the Unified Soil Classification System (ASTM D2488). A chart describing this classification system and general notes explaining soil sampling procedures are presented within appendices attachments.

The stratification depth lines between soil types on the logs are estimated based on the available data. In-situ, the transition between type(s) may be distinct or gradual in either the horizontal or vertical directions. The soil conditions have been established at our specific boring locations only. Variations in the soil stratigraphy may occur between and around the borings, with the nature and extent of such change not readily evident until exposed by excavation. These variations must be properly assessed when utilizing information presented on the boring logs.

We request that you, your design team or contractors contact NTI immediately if local conditions differ from those assumed by this report, as we would need to review how such changes impact our recommendations. Such contact would also allow us to revise our recommendations as necessary to account for the changed site conditions.

FIELD EXPLORATION PROCEDURES

Soil Sampling – Standard Penetration Boring:

Soil sampling was performed according to the procedures described by ASTM D-1586. Using this procedure, a 2 inch O.D. split barrel sampler is driven into the soil by a 140 pound weight falling 30 inches. After an initial set of six inches, the number of blows required to drive the sampler an additional 12 inches is recorded (known as the penetration resistance (i.e. “N-value”) of the soil at the point of sampling. The N-value is an index of the relative density of cohesionless soils and an approximation of the consistency of cohesive soils.

Soil Sampling – Power Auger Boring:

The boring(s) was/were advanced with a 6 inch nominal diameter continuous flight auger. As a result, samples recovered from the boring are disturbed, and our determination of the depth, extend of various stratum and layers, and relative density or consistency of the soils is approximate.

Soil Classification:

Soil samples were visually and manually classified in general conformance with ASTM D-2488 as they were removed from the sampler(s). Representative fractions of soil samples were then sealed within respective containers and returned to the laboratory for further examination and verification of the field classification. In addition, select samples were submitted for laboratory tests. Individual sample information, identification of sampling methods, method of advancement of the samples and other pertinent information concerning the soil samples are presented on boring logs and related report attachments.

GENERAL NOTES

DRILLING and SAMPLING SYMBOLS		*LABORATORY TEST SYMBOLS*	
SYMBOL	**DEFINITION**	**SYMBOL**	**DEFINITION**
C.S.	Continuous Sampling	W	Moisture content-percent of dry weight
P.D.	2-3/8" Pipe Drill	D	Dry Density-pounds per cubic foot
C.O.	Cleanout Tube	LL, PL	Liquid and plastic limits determined in accordance with ASTM D 423 and D 424
3 HSA	3 ¼" I.D. Hollow Stem Auger	Q_U	Unconfined compressive strength-pounds per square foot in accordance with ASTM D 2166-66
4 FA	4" Diameter Flight Auger		
6 FA	6" Diameter Flight Auger		
2 ½ C	2 ½" Casing		
4 C	4" Casing		
D.M.	Drilling Mud	Pq	Penetrometer reading-tons/square foot
J.W.	Jet Water	S	Torvane reading-tons/square foot
H.A.	Hand Auger	G	Specific Gravity – ASTM D 854-58
NXC	Size NX Casing	SL	Shrinkage limit – ASTM 427-61
BXC	Size BX Casing	Ph	Hydrogen ion content-meter method
AXC	Size AX casing	O	Organic content-combustion method
SS	2" O.D. Split Spoon Sample	M.A.	Grain size analysis
2T	2" Thin Wall Tube Sample	C*	One dimensional consolidation
3T	3" Thin Wall Tube Sample	Q_C	Triaxial Compression
		* See attached data Sheet and/or graph	

WATER LEVEL SYMBOL

Water levels shown on the boring logs were determined at the time and under the conditions indicated. In sand, the indicated levels can be considered relatively reliable for most site conditions. In clay soils, it is not possible to determine the ground water level within the normal scope of a test boring investigation, except where lenses or layers of more pervious water bearing soil are present; and then a long period of time may be necessary to reach equilibrium. Therefore, the position of the water level symbol for cohesive or mixed soils may not indicate the true level of the ground water table. The available water level information is given at the bottom of the log sheet.

DESCRIPTIVE TERMINOLOGY

RELATIVE DENSITY		*CONSISTENCY*	
TERM	**N_{60} Value** (corrected)	**TERM**	**N_{60} Value** (corrected)
Very Loose	0 – 4	Soft	0 – 4
Loose	5 – 8	Medium	5 – 8
Medium Dense	9 – 16	Rather Stiff	9 – 15
Dense	16 – 30	Stiff	16 – 30
Very Dense	Over 30	Very Stiff	Over 30

RELATIVE PROPORTIONS

TERMS	**RANGE**
Trace	0 – 5%
A little	5 – 15%
Some	15 – 30%

PARTICLE SIZES

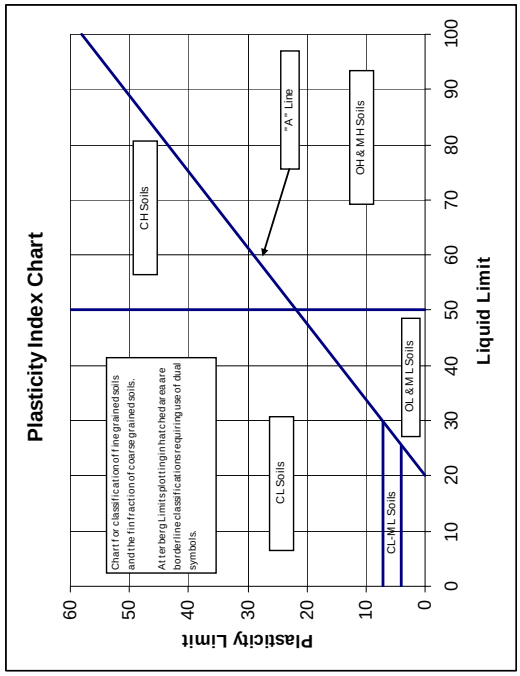
MATERIAL	**DESCRIPTION**	**U.S. SIEVE SIZE**
Boulders		Over 3"
Gravel	Coarse	3" to ¾"
	Medium	¾" to #4
Sand	Coarse	#4 to #10
	Medium	#10 to #40
	Fine	#40 to #200
Silt and Clay	Determined by Hydrometer Test	

CLASSIFICATION of SOILS for ENGINEERING PURPOSES

ASTM Designation D-2487 and D2488 (Unified Soil Classification System)

Major Divisions			Group Symbol	Typical Name	Classification Criteria
Course Grained Soils More than 50% retained on No. 200 sieve *	Gravels 50% or more of coarse fraction retained on No. 4 sieve.	Clean Gravels	GW	Well –graded gravels and gravel-sand mixtures, little or no fines.	Cu = D60 / D10 greater than 4. Cz = (D30)2 / (D10 x D60) between 1 & 3.
			GP	Poorly graded gravels and gravel-sand mixtures, little or no fines.	Not meeting both criteria for GW materials.
		Gravels with Fines	GM	Silty gravels, gravel-sand-silt mixtures.	Atterberg limits below "A" line, or P.I. less than 4. / Atterberg limits above "A" line with P.I. greater than 7. — Atterberg limits plotting in hatched area are borderline classifications requiring use of dual symbols.
			GC	Clayey gravels, gravel-sand-clay mixtures.	
	Sands More than 50% of coarse fraction passes No 4 sieve.	Clean Sands	SW	Well-graded sands and gravelly sands, little or no fines.	Cu = D60 / D10 greater than 6. Cz = (D30)2 / (D10 x D60) between 1 & 3.
			SP	Poorly-graded sands and gravelly sands, little or no fines.	Not meeting both criteria for SW materials.
		Sands with Fines	SM	Silty sands, sand-silt mixtures.	Atterberg limits below "A" line, or P.I. less than 4. / Atterberg limits above "A" line with P.I. > 7. — Atterberg limits plotting in hatched area are borderline classifications requiring use of dual symbols.
			SC	Clayey sands, sand-clay mixtures.	
Fine Grained Soils More than 50% passes No. 200 sieve *	Silts and Clays Liquid Limit of 50% or less		ML	Inorganic silts, very fine sands, rock flour, silty or clayey fine sands.	
			CL	Inorganic clays of low to medium plasticity, gravelly clays, sandy clays, silty clays, lean clays.	
			OL	Organic silts and organic silty clays of low plasticity.	
	Silts and Clays Liquid Limit greater than 50%.		MH	Inorganic silts, micaceous or diatomaceous fine sands or silts, elastic silts.	
			CH	Inorganic clays of high plasticity, fat clays.	
			OH	Organic clays of medium to high plasticity.	
	Highly Organic Soils		Pt	Peat, muck and other highly organic soils.	

Classification on basis of percentage of fines.
Less than 5% passing No. 200 Sieve: GW, GP, SW, SP
More than 12% passing No. 200 Sieve: GM, GC, SM, SC
From 5% to 12% passing No. 200 Sieve: Borderline Classification requiring use of duel symbols.



APPENDIX B

GROUNDWATER ISSUES

PLACEMENT and COMPACTION OF ENGINEERED FILL

GROUNDWATER ISSUES

The following presents additional comment and soil specific issues related to measurement of groundwater conditions at your project site.

Note that our groundwater measurements, or lack thereof, will vary depending on the time allowed for equilibrium to occur in the borings. Extended observation time was not available during the scope of the field exploration program and, therefore, groundwater measurements as noted on the borings logs may or may not accurately reflect actual conditions at your site.

Seasonal and yearly fluctuations of the ground water level, if any, occur. Perched groundwater may be present within sand and silt lenses bedded within cohesive soil formations. Groundwater typically exists at depth within cohesive and cohesionless soils.

We anticipate that a system of sump pits and pumps located outside of the excavation areas would be suitable for control if groundwater were to be encountered. However, a well point system would be more suitable for control of groundwater if excavations were to be advanced into the ground water table at depth in free draining granular soils. Additionally, we caution such seepage from such formations and any water entry from excavations below the groundwater table may be heavy and will vary based on seasonal and annual precipitation, and ground related impacts in the vicinity of the project. The groundwater surface should be maintained a minimum of 2 feet below the bottom of the excavation at all times.

PLACEMENT and COMPACTION OF ENGINEERED FILL

Unless otherwise superseded within the body of the Geotechnical Exploration Report, the following criteria shall be utilized for placement of engineered fill on project. This includes, but is not limited to earthen fill placement to improve site grades, fill placed below structural footings, fill placed interior of structure, and fill placed as backfill of foundations.

Engineered fill placed for construction, if necessary should consist of natural, non-organic, competent soils native to the project area. Such soils may include, but are not limited to gravel, sand, or clays with Unified Soil Classification System (ASTM D2488) classifications of GW, SP, or SM. Use of silt or clayey silt as project fill will require additional review and approval of project Geotechnical Engineer of Record. Such soils have USCS classifications of ML, MH, ML-CL, MH-CH. Use of topsoil, marl, peat, other organic soils construction debris and/or other unsuitable materials as fill is not allowed. Such soils have USCS classifications of OL, OH, Pt.

Engineered fill, classified as clay, should be tempered such that the moisture content at the time of placement is equal to and no more than 3 percent above the optimum content for as defined by the appropriate proctor test. Likewise, engineered fill classified as gravel or sand should be tempered such that the moisture content at the time of placement is within 3 percent of the optimum content.

All engineered fill for construction should be placed in individual 8 inch maximum depth lifts. Each lift of fill should be compacted by large vibratory equipment until the in-place soil density is equal to or greater than the criteria established within the following tabulation.

	Compaction Criteria (% respective Proctor)[1]	
Type of Construction	**Clay**	**Sand or Gravel**
General Embankment Fill	Min. 95	Min. 95
Engineered Fill below Foundations	NA	Min. 98
Engineered Fill below Floor Slabs	NA	Min. 98
Engineered Fill placed as Pavement Aggregate Base	NA	Min. 100
Engineered Fill placed to within 3 feet of pavement aggregate base	Min. 95	Min. 95
Engineered Fill placed within 3 feet of pavement aggregate base	Min. 100	Min. 100

1 Unless otherwise required, compaction shall be based on the Standard Proctor Test (ASTM D698).

Density tests should be taken during engineered fill placement to document earthwork has achieved necessary compaction of the material(s). Recommendations for interior fill placement and backfill of foundation walls are presented within other sections of this report.

APPENDIX C

BORING LOCATION DIAGRAM

SOIL BORING LOGS



Boring Location Diagram

Completed Soil Borings:

Alpine and Sunwood Drive – Street Improvements – Alpine Drive

Ramsey, Minnesota

NTI Project #: 16.61770.100

N

NOTE: Boring locations are approximate.

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BORING NUMBER A-1

CLIENT City of Ramsey
PROJECT NAME Alpine and Sunwood Drive - Street Improvements
PROJECT NUMBER 16.61770.100
PROJECT LOCATION Ramsey, MN
DATE STARTED 11/7/16 **COMPLETED** 11/7/16
GROUND ELEVATION 100 ft **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
AT TIME OF DRILLING --- No Groundwater Observed.
LOGGED BY Robert Hawkins **CHECKED BY** DAS
AT END OF DRILLING ---
CAVE IN (ft) --- **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation assumed 100.0 Feet.

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.3 BITUMINOUS PAVEMENT (3.5 inches) 99.7	AU 1									
		POORLY GRADED SAND WITH SILT, (SP-SM) brown to light brown, fine to medium grained, moist, little gravel (Fill) NOTE: Brown to dark brown below 2.0 feet.	SS 2	100	15-20-16 (36)			6				8
5			SS 3	100	25-16-15 (31)							
		7.0 93.0										
		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, medium dense, trace gravel (Alluvial)	SS 4	100	11-7-7 (14)							
10			SS 5	83	7-5-4 (9)							
		11.0 89.0										

Bottom of borehole at 11.0 feet.

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BORING NUMBER A-2

CLIENT City of Ramsey
PROJECT NAME Alpine and Sunwood Drive - Street Improvements
PROJECT NUMBER 16.61770.100
PROJECT LOCATION Ramsey, MN
DATE STARTED 11/7/16 **COMPLETED** 11/7/16
GROUND ELEVATION 100 ft **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
AT TIME OF DRILLING --- No Groundwater Observed.
LOGGED BY Robert Hawkins **CHECKED BY** DAS
AT END OF DRILLING ---
CAVE IN (ft) 4 **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation assumed 100.0 Feet.

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.3 BITUMINOUS PAVEMENT (3.5 Inches) 99.7	AU 1									
		APPARENT AGGREGATE BASE (20.0 Inches) 2.0 98.1										
		POORLY GRADED SAND WITH SILT, (SP-SM) brown to dark brown, fine to medium grained, moist, trace gravel, occasional cobbles (Fill)	SS 2	100	24-22-18 (40)			6				
5			SS 3	100	21-25-28 (53)							
		NOTE: Dark brown below 7.0 feet.	SS 4	100	15-16-18 (34)							
		9.5 90.5										
10		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, loose, trace gravel (Alluvial) 11.0 89.0	SS 5	100	7-4-3 (7)							

Bottom of borehole at 11.0 feet.

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BORING NUMBER A-3

CLIENT City of Ramsey
PROJECT NAME Alpine and Sunwood Drive - Street Improvements
PROJECT NUMBER 16.61770.100
PROJECT LOCATION Ramsey, MN
DATE STARTED 11/7/16 **COMPLETED** 11/7/16
GROUND ELEVATION 100 ft **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
AT TIME OF DRILLING --- No Groundwater Observed.
LOGGED BY Robert Hawkins **CHECKED BY** DAS
AT END OF DRILLING ---
CAVE IN (ft) 5 **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation assumed 100.0 Feet.

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.4 BITUMINOUS PAVEMENT (4.5 Inches) 99.6	AU 1									
		POORLY GRADED SAND WITH SILT, (SP-SM) dark brown to black, fine to medium grained, moist, trace gravel (Fill)	SS 2	89	4-4-4 (8)							
5			SS 3	83	4-5-6 (11)			11				12
		8.0 92.0	SS 4	94	3-3-4 (7)							
10		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, loose, trace gravel (Alluvial)										
		11.0 89.0	SS 5	83	3-3-4 (7)							

Bottom of borehole at 11.0 feet.

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BORING NUMBER A-4

CLIENT City of Ramsey
PROJECT NAME Alpine and Sunwood Drive - Street Improvements
PROJECT NUMBER 16.61770.100
PROJECT LOCATION Ramsey, MN
DATE STARTED 11/7/16 **COMPLETED** 11/7/16
GROUND ELEVATION 100 ft **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
AT TIME OF DRILLING --- No Groundwater Observed.
LOGGED BY Robert Hawkins **CHECKED BY** DAS
AT END OF DRILLING ---
CAVE IN (ft) 4 **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation assumed 100.0 Feet.

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.3 BITUMINOUS PAVEMENT (4.8 Inches) 99.7	AU 1									
		APPARENT AGGREGATE BASE (24.0 Inches) 2.3 97.7	SS 2	89	8-9-9 (18)			7				
5		POORLY GRADED SAND WITH SILT, (SP-SM) brown to dark brown, fine to medium grained, moist, trace gravel (Fill)	SS 3	100	7-6-6 (12)							
		7.0 93.0										
		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, medium dense to loose, trace gravel (Alluvial)	SS 4	100	4-5-6 (11)							
10			SS 5	100	4-3-4 (7)							
		11.0 89.0										

Bottom of borehole at 11.0 feet.

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BORING NUMBER A-5

CLIENT City of Ramsey
PROJECT NAME Alpine and Sunwood Drive - Street Improvements
PROJECT NUMBER 16.61770.100
PROJECT LOCATION Ramsey, MN
DATE STARTED 11/8/16 **COMPLETED** 11/8/16
GROUND ELEVATION 100 ft **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
▽ **AT TIME OF DRILLING** 10.00 ft / Elev 90.00 ft
LOGGED BY Robert Hawkins **CHECKED BY** DAS
AT END OF DRILLING ---
CAVE IN (ft) 6 **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation assumed 100.0 Feet.

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION		SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.4 BITUMINOUS PAVEMENT (4.8 Inches)	99.6	AU 1									
		0.8 APPARENT AGGREGATE BASE (4.5 Inches)	99.2										
		POORLY GRADED SAND WITH CLAY, (SP-SC) brown to dark brown, fine to medium grained, moist, trace gravel (Fill)		SS 2	89	5-5-6 (11)			7				9
		4.5	95.5										
5		CLAYEY SAND, (SC) dark brown to black, fine to medium grained, moist, trace gravel, occasional bituminous debris, trace organics (Fill)		SS 3	78	8-11-14 (25)			8				15
		7.0 NOTE: Organic content at 4.5 feet = 1.5%.	93.0	SS 4	67	6-5-5 (10)							
10		POORLY GRADED SAND WITH SILT, (SP-SM) brown to, fine to medium grained, moist to saturated, medium dense to loose, trace gravel ▽ (Alluvial)		SS 5	89	3-4-3 (7)							
		11.0	89.0										

Bottom of borehole at 11.0 feet.

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BORING NUMBER A-6

CLIENT City of Ramsey
PROJECT NAME Alpine and Sunwood Drive - Street Improvements
PROJECT NUMBER 16.61770.100
PROJECT LOCATION Ramsey, MN
DATE STARTED 11/7/16 **COMPLETED** 11/7/16
GROUND ELEVATION 100 ft **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
AT TIME OF DRILLING --- No Groundwater Observed.
LOGGED BY Robert Hawkins **CHECKED BY** DAS
AT END OF DRILLING ---
CAVE IN (ft) 3.5 **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation assumed 100.0 Feet.

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.4 BITUMINOUS PAVEMENT (4.5 Inches) 99.6	AU 1									
		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, trace gravel, possible cobbles (Fill)	SS 2	94	6-8-7 (15)			7				
5		NOTE: Brown to dark brown below 4.5 feet.	SS 3	89	7-8-10 (18)							
			SS 4	100	14-22-10 (32)							
		9.5 90.5										
10		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, dense, trace gravel (Alluvial) 11.0 89.0	SS 5	89	12-11-14 (25)							

Bottom of borehole at 11.0 feet.

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BORING NUMBER A-7

CLIENT City of Ramsey
PROJECT NAME Alpine and Sunwood Drive - Street Improvements
PROJECT NUMBER 16.61770.100
PROJECT LOCATION Ramsey, MN
DATE STARTED 11/7/16 **COMPLETED** 11/7/16
GROUND ELEVATION 100 ft **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
AT TIME OF DRILLING --- No Groundwater Observed.
LOGGED BY Robert Hawkins **CHECKED BY** DAS
AT END OF DRILLING ---
CAVE IN (ft) 4.5 **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation assumed 100.0 Feet.

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION		SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.3 BITUMINOUS PAVEMENT (3.8 Inches)	99.7	AU 1									
		0.5 APPARENT AGGREGATE BASE (2.5 Inches)	99.5										
		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, trace gravel, possible cobbles (Fill)		SS 2	50	7-9-8 (17)							
5		NOTE: Occasional bituminous debris below 2.0 feet. NOTE: Brown to dark brown below 4.5 feet.		SS 3	72	7-6-7 (13)			8				
				SS 4	67	11-17-20 (37)							
		9.5	90.5										
10		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, medium dense, trace gravel (Alluvial)		SS 5	83	8-5-6 (11)							
		11.0	89.0										

Bottom of borehole at 11.0 feet.

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BORING NUMBER A-8

CLIENT City of Ramsey
PROJECT NAME Alpine and Sunwood Drive - Street Improvements
PROJECT NUMBER 16.61770.100
PROJECT LOCATION Ramsey, MN
DATE STARTED 11/7/16 **COMPLETED** 11/7/16
GROUND ELEVATION 100 ft **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
AT TIME OF DRILLING --- No Groundwater Observed.
LOGGED BY Robert Hawkins **CHECKED BY** DAS
AT END OF DRILLING ---
CAVE IN (ft) 4 **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation assumed 100.0 Feet.

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.3 BITUMINOUS PAVEMENT (4.0 Inches) 99.7	AU 1									
		POORLY GRADED SAND WITH SILT, (SP-SM) brown to light brown, fine to medium grained, moist, trace gravel (Fill) 2.0 98.0	SS 2	89	7-8-9 (17)			3				2
5		POORLY GRADED SAND, (SP) brown to light brown, fine to medium grained, moist, loose to dense, trace gravel (Alluvial)	SS 3	100	6-4-4 (8)							
			SS 4	100	6-5-5 (10)							
10		11.0 89.0	SS 5	89	6-8-10 (18)							

Bottom of borehole at 11.0 feet.

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BORING NUMBER A-9

CLIENT City of Ramsey
PROJECT NAME Alpine and Sunwood Drive - Street Improvements
PROJECT NUMBER 16.61770.100
PROJECT LOCATION Ramsey, MN
DATE STARTED 11/7/16 **COMPLETED** 11/7/16
GROUND ELEVATION 100 ft **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
▽ **AT TIME OF DRILLING** 10.50 ft / Elev 89.50 ft
LOGGED BY Robert Hawkins **CHECKED BY** DAS
AT END OF DRILLING ---
CAVE IN (ft) --- **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation assumed 100.0 Feet.

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.3 BITUMINOUS PAVEMENT (3.8 Inches) 99.7	AU 1									
		POORLY GRADED SAND WITH SILT, (SP-SM) light brown to dark brown, fine to medium grained, moist, trace gravel, possible cobbles (Fill)	SS 2	22	8-5-4 (9)							
5		NOTE: Brown to dark brown with occasional bituminous debris below 4.5 feet.	SS 3	89	13-12-12 (24)							
		7.0 93.0 POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist to saturated, loose to medium dense, trace gravel (Alluvial)	SS 4	100	5-5-3 (8)			6				5
10		11.0 ▽ 89.0	SS 5	78	5-4-6 (10)							

Bottom of borehole at 11.0 feet.

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BORING NUMBER A-10

CLIENT City of Ramsey
PROJECT NAME Alpine and Sunwood Drive - Street Improvements
PROJECT NUMBER 16.61770.100
PROJECT LOCATION Ramsey, MN
DATE STARTED 11/7/16 **COMPLETED** 11/7/16
GROUND ELEVATION 100 ft **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
AT TIME OF DRILLING --- No Groundwater Observed.
LOGGED BY Robert Hawkins **CHECKED BY** DAS
AT END OF DRILLING ---
CAVE IN (ft) 3.5 **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation assumed 100.0 Feet.

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION		SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.4 BITUMINOUS PAVEMENT (5.0 Inches)	99.6	AU 1									
		0.7 APPARENT AGGREGATE BASE (3.0 Inches)	99.3										
		POORLY GRADED SAND WITH SILT, (SP-SM) light brown, fine to medium grained, moist, trace gravel, possible cobbles (Fill)		SS 2	83	14-20-18 (38)			7				
		4.5 NOTE: Brown to dark brown below 2.0 feet.	95.5										
5		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, dense to medium dense, trace gravel (Alluvial)		SS 3	100	6-8-12 (20)							
				SS 4	100	4-5-4 (9)							
10				SS 5	100	4-5-5 (10)							
		11.0	89.0										

Bottom of borehole at 11.0 feet.

NTI GEOTECH COLUMNS W/NOTES - NTI 2016-08-10.GDT - 11/21/16 17:15 - \\NTIDATA\RAMSEY\1-PROJECTS\2016 PROJECTS\ALPINE AND SUNWOOD DRIVE STREET IMPROVEMENTS - GEO - (16.61770.100)\ENGINEERING\ENGINEERING REPORTS\GINT\RAMSEY LOGS.GPJ

Inver Grove Heights
6160 Carmen Avenue East
Inver Grove Heights, MN 55076
P: 651-389-4191
www.NTIgeo.com

BORING NUMBER A-11

CLIENT City of Ramsey
PROJECT NAME Alpine and Sunwood Drive - Street Improvements
PROJECT NUMBER 16.61770.100
PROJECT LOCATION Ramsey, MN
DATE STARTED 11/7/16 **COMPLETED** 11/7/16
GROUND ELEVATION 100 ft **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
AT TIME OF DRILLING --- No Groundwater Observed.
LOGGED BY Robert Hawkins **CHECKED BY** DAS
AT END OF DRILLING ---
CAVE IN (ft) 4 **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation assumed 100.0 Feet.

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.4 BITUMINOUS PAVEMENT (4.5 Inches) 99.6	AU 1									
		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, trace gravel (Fill)	SS 2	89	12-5-8 (13)							
		3.0 97.0										
5		POORLY GRADED SAND, (SP) light brown, fine to medium grained, moist, loose, trace gravel (Alluvial)	SS 3	94	3-4-4 (8)							
			SS 4	100	4-3-3 (6)							
10			SS 5	100	4-3-4 (7)			6				2
		11.0 89.0										

Bottom of borehole at 11.0 feet.

NTI GEOTECH COLUMNS W/NOTES - NTI 2016-08-10.GDT - 11/21/16 17:15 - \\NTIDATA\RAMSEY\1-PROJECTS\2016 PROJECTS\ALPINE AND SUNWOOD DRIVE STREET IMPROVEMENTS - GEO - (16.61770.100)\ENGINEERING\ENGINEERING REPORTS\GINT\RAMSEY LOGS.GPJ

Inver Grove Heights
6160 Carmen Avenue East
Inver Grove Heights, MN 55076
P: 651-389-4191
www.NTIgeo.com

BORING NUMBER A-12

CLIENT City of Ramsey
PROJECT NAME Alpine and Sunwood Drive - Street Improvements
PROJECT NUMBER 16.61770.100
PROJECT LOCATION Ramsey, MN
DATE STARTED 11/7/16 **COMPLETED** 11/7/16
GROUND ELEVATION 100 ft **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
AT TIME OF DRILLING --- No Groundwater Observed.
LOGGED BY Robert Hawkins **CHECKED BY** DAS
AT END OF DRILLING ---
CAVE IN (ft) 4 **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation assumed 100.0 Feet.

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.4 BITUMINOUS PAVEMENT (4.5 Inches) 99.6	AU 1									
		POORLY GRADED SAND WITH SILT, (SP-SM) dark brown, fine to medium grained, moist, trace gravel, possible cobbles (Fill) NOTE Brown to dark brown below 2.0 feet.	SS 2	67	13-15-16 (31)							
5			SS 3	89	8-15-24 (39)							
			SS 4	100	15-18-22 (40)			6				10
10		9.5 90.5 POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, medium dense, trace gravel (Alluvial) 11.0 89.0	SS 5	100	5-5-8 (13)							

Bottom of borehole at 11.0 feet.

NTI GEOTECH COLUMNS W/NOTES - NTI 2016-08-10.GDT - 11/21/16 17:15 - \\NTIDATA\RAMSEY\1-PROJECTS\2016 PROJECTS\ALPINE AND SUNWOOD DRIVE STREET IMPROVEMENTS - GEO - (16.61770.100)\ENGINEERING\ENGINEERING REPORTS\GINT\RAMSEY LOGS.GPJ

Inver Grove Heights
6160 Carmen Avenue East
Inver Grove Heights, MN 55076
P: 651-389-4191
www.NTIgeo.com

BORING NUMBER A-13

CLIENT City of Ramsey
PROJECT NAME Alpine and Sunwood Drive - Street Improvements
PROJECT NUMBER 16.61770.100
PROJECT LOCATION Ramsey, MN
DATE STARTED 11/7/16 **COMPLETED** 11/7/16
GROUND ELEVATION 100 ft **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
AT TIME OF DRILLING --- No Groundwater Observed.
LOGGED BY Robert Hawkins **CHECKED BY** DAS
AT END OF DRILLING ---
CAVE IN (ft) 4 **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation assumed 100.0 Feet.

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.4 BITUMINOUS PAVEMENT (4.8 Inches) 99.6	AU 1									
		POORLY GRADED SAND WITH SILT AND GRAVEL, (SP-SM) brown to dark brown, fine to medium grained, moist, possible cobbles (Fill)	SS 2	83	12-15-20 (35)							
5			SS 3	100	15-24-32 (56)			6				7
		NOTE: Occasional bituminous debris below 7.0 feet.	SS 4	100	13-22-16 (38)							
10		9.5 90.5 POORLY GRADED SAND WITH SILT, (SP-SM) dark brown, fine to medium grained, moist, medium dense, trace gravel (Alluvial) 11.0 89.0	SS 5	100	4-4-5 (9)							

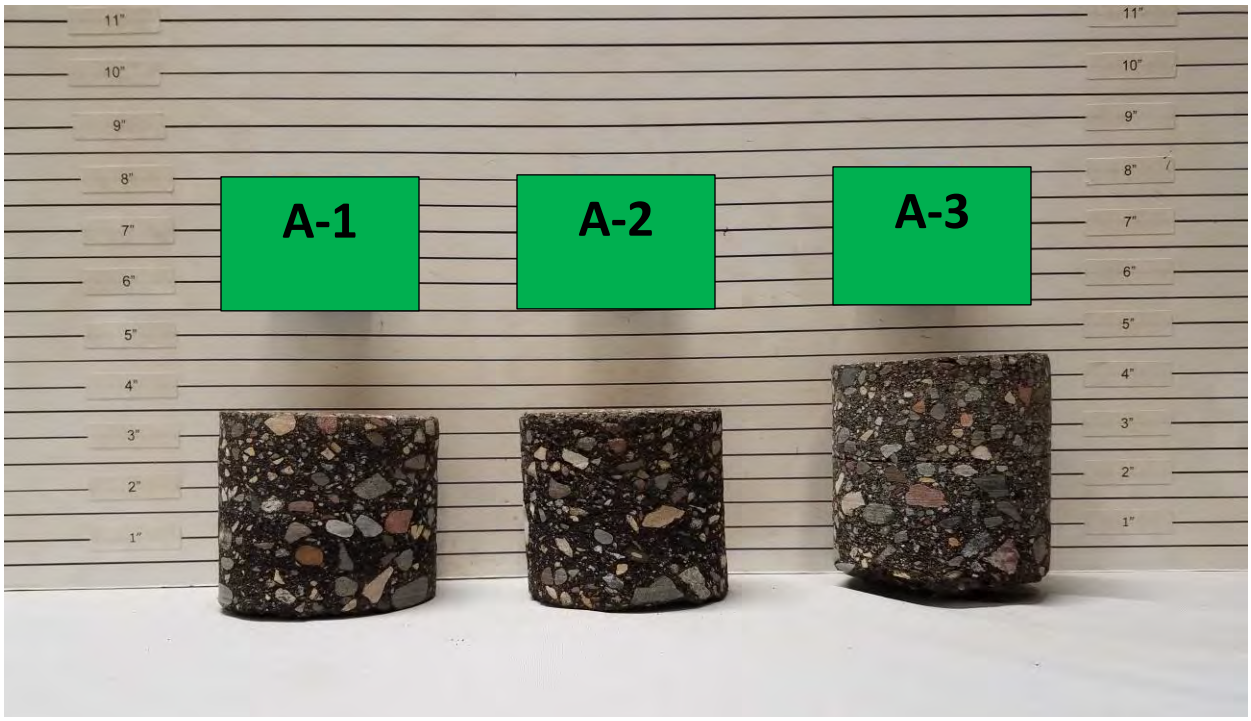
Bottom of borehole at 11.0 feet.

NTI GEOTECH COLUMNS W/NOTES - NTI 2016-08-10.GDT - 11/21/16 17:15 - \\NTIDATA\RAMSEY\1-PROJECTS\2016 PROJECTS\ALPINE AND SUNWOOD DRIVE STREET IMPROVEMENTS - GEO - (16.61770.100)\ENGINEERING\ENGINEERING REPORTS\GINT\RAMSEY LOGS.GPJ

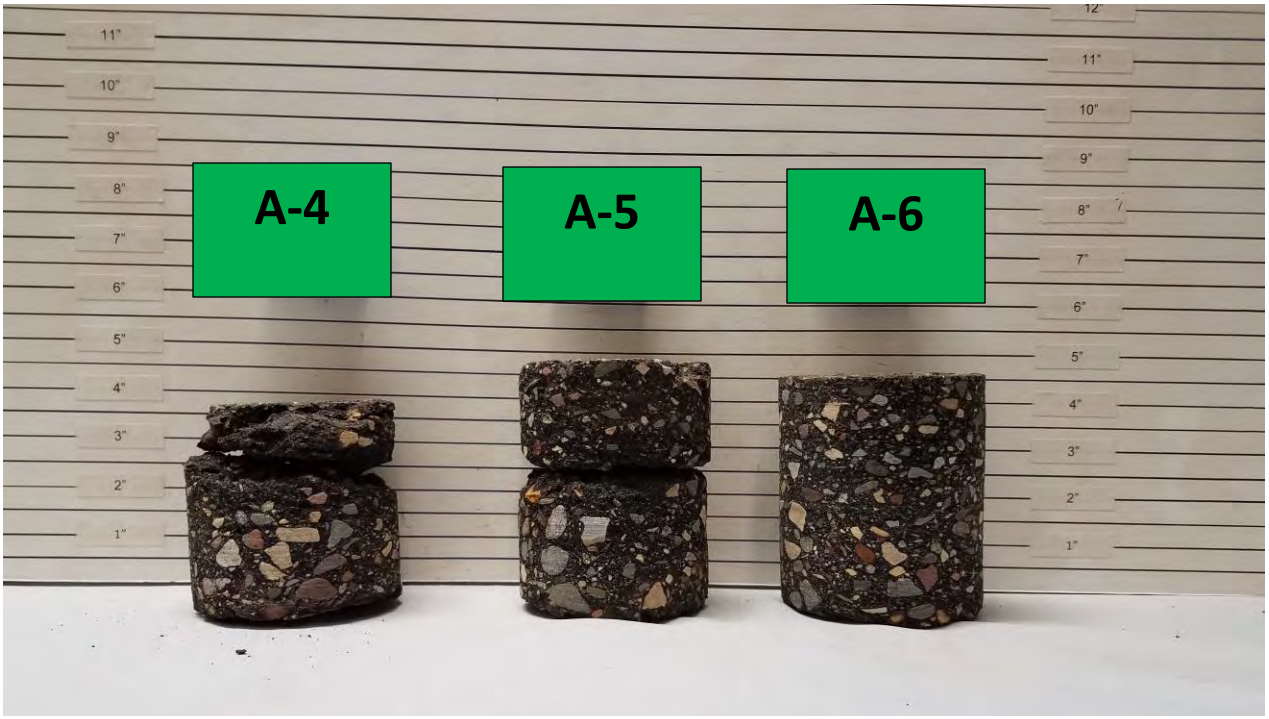
APPENDIX D

PAVEMENT CORE PHOTOGRAPHS

Bituminous Pavement Cores, A-1: 3 ½ Inches, A-2: 3 ½ Inches, A-3: 4 ½ Inches.

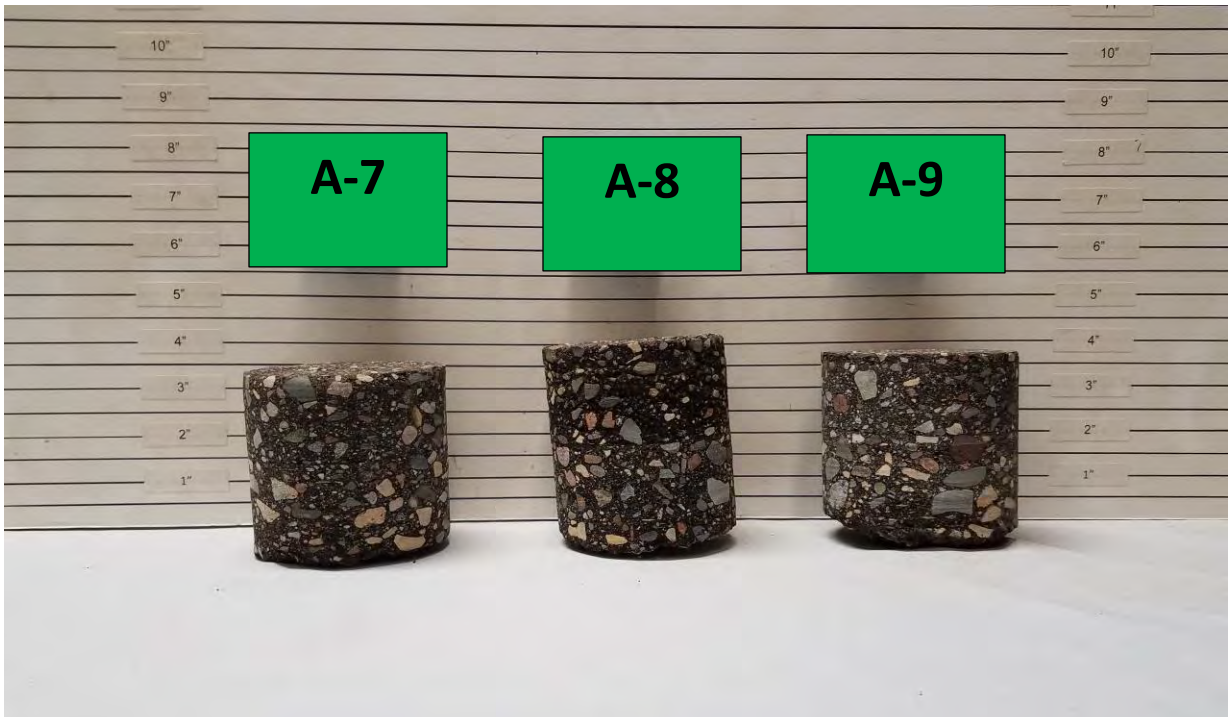


Bituminous Pavement Cores, A-4: 3 ¾ Inches*, A-5: 4 ¾ Inches*, A-6: 4 ½ Inches.

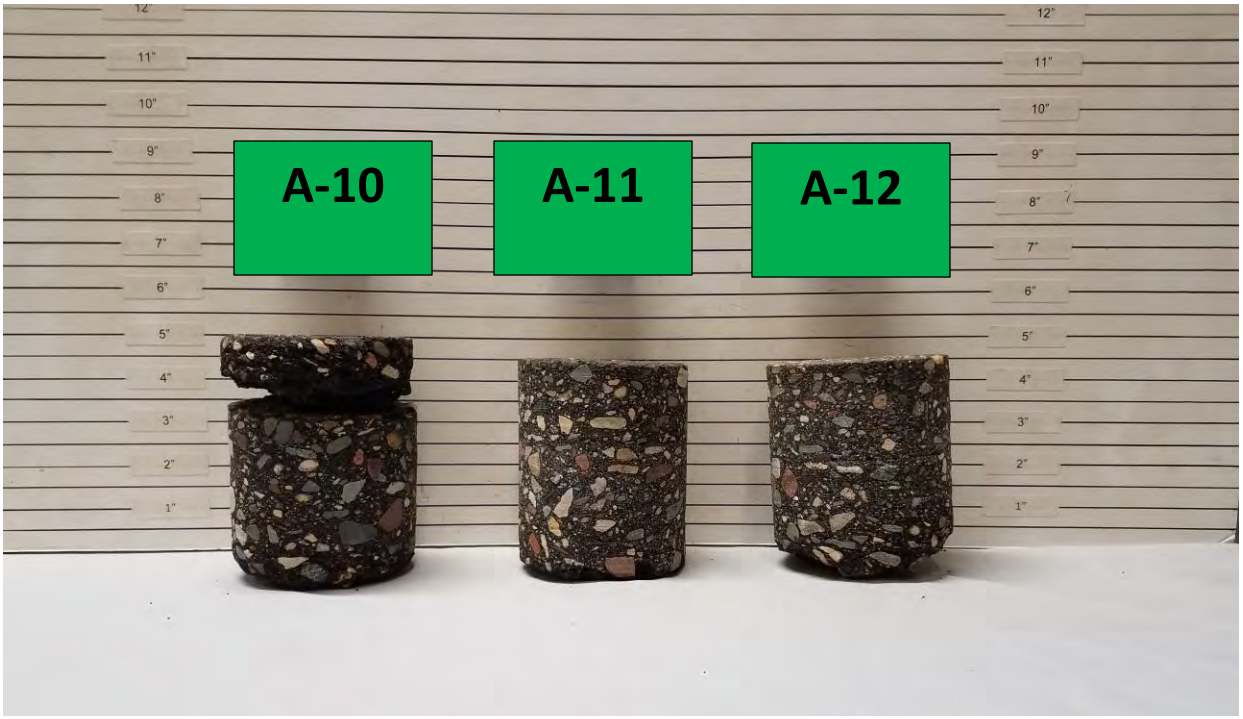


*Core height not representative due to crumbling during coring process.

Bituminous Pavement Cores, A-7: 3 ¾ Inches, A-8: 4 Inches, A-9: 3 ¾ Inches.



Bituminous Pavement Cores, A-10: 5 Inches*, A-11: 4 ½ Inches, A-12: 4 ½ Inches.



*Core height not representative due to crumbling during coring process.

Bituminous Pavement Cores, A-13: 4 ¾ Inches.



701 Xenia Avenue South | Suite 300 | Minneapolis, MN 55416 | (763) 541-4800

December 27, 2016

Mr. Bruce Westby P.E.
City Engineer
7550 Sunwood Drive NW.
Ramsey, MN 55303

Re: Pavement Evaluations and Recommendations for City of Ramsey Improvement Project #17-01
2017 Alpine Drive Reconstruction

Observation: On December 20, 2016 WSB & Associates cored Alpine Drive from Variolite Street to Armstrong Blvd in the City of Ramsey, MN. This pavement was constructed in the early 1990s and suffers from severe cracking and tenting during cold weather. A geotechnical report had been completed earlier and did not clearly define the cause of the cracking and tenting. The goal of the additional coring was to try to determine why the pavement cracked and tents so severely and to make recommendations on what to do to reconstruct the pavement. As we cut thru the hot mix asphalt (HMA) at the first core site we observed a white to cream color slurry coming out of the core hole. Once the core was removed we observed in the bottom of the core hole what appeared to be concrete material. We were able to core another 4 inches deeper and remove an intact core out of the base aggregate material. This material seemed like a lean concrete material. Photos of the cores are provided in Appendix B of this report. Base on the finding of the first core location we move to an area that the City personnel stated tented the worst and cut another core. We observed similar results to the first core location. We then cored two more locations evenly spaced to make sure that similar materials were used the length of the project. All the cores taken had similar base materials observed under the HMA.

It appears that when the pavement was originally constructed the contractor used crushed recycled concrete for the Class 5 base materials. Based on observations, it appears that not enough sand was blended into the recycled concrete to keep it from rehydrating and forming a weak concrete pavement. This type of material can be prone to swelling when permeated with water causing abnormal cracking and a very rough driving surface when below freezing.

All of the Hot Mix Asphalt (HMA) cored were approximately 4 inches in thickness.

Recommendations: Based on the information above, our recommendation would be to do full depth reclamation (FDR) of all the HMA pavement into the Class 5 recycled concrete material to lean out the existing recycled concrete materials to make it less prone to cracking and swelling. Once the FDR has been completed then 4 or 5 inches of the newly reclaimed materials would be removed and hauled off to make room to repave the HMA over newly compacted recycled aggregate base materials. Based on the traffic levels we would recommend paving it with 4 to 5 inches of SPWEA340C Super Pave. We would recommend priming the reclaimed materials with penetration emulsion prime to help reduce water infiltration into HMA.

Please let me know if you have any other questions of comments regarding this report.

Sincerely,

WSB & Associates, Inc.

Thomas J. Wood
Project Manager

Appendix A

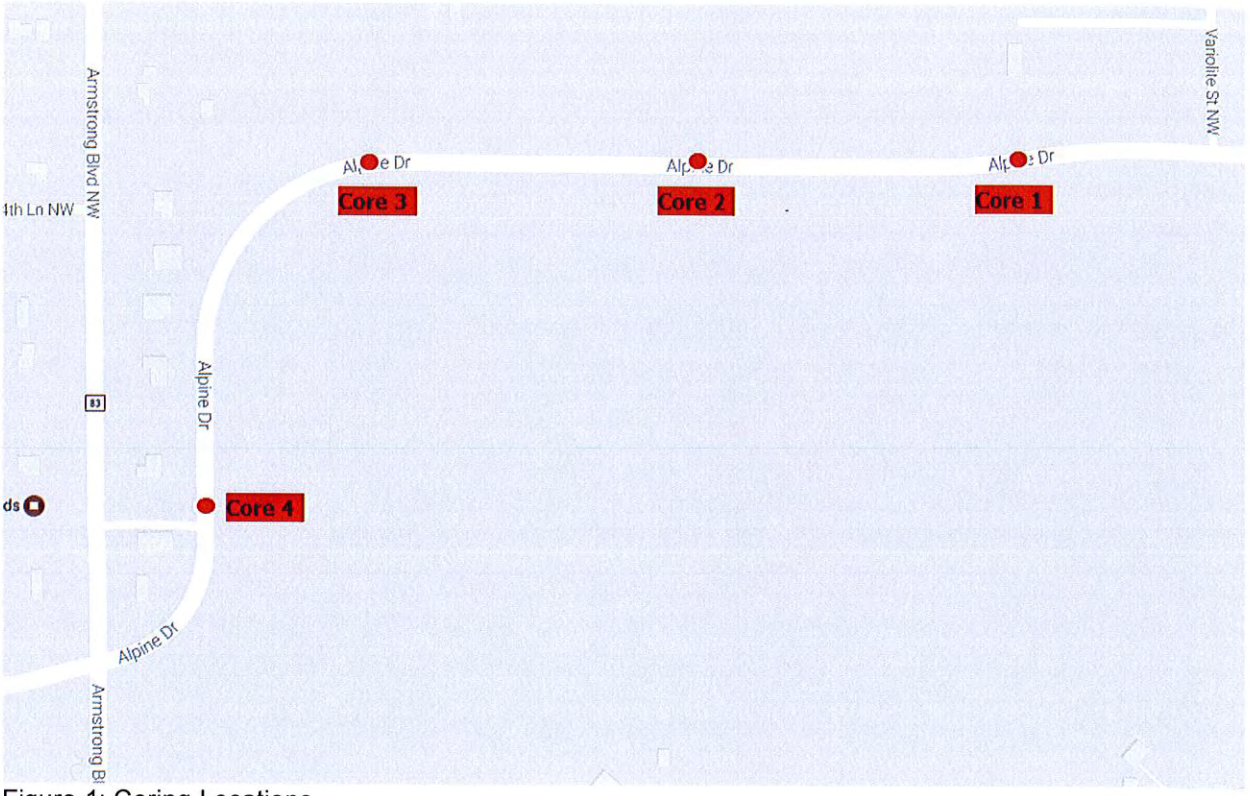


Figure 1: Coring Locations

Appendix B

Core 1









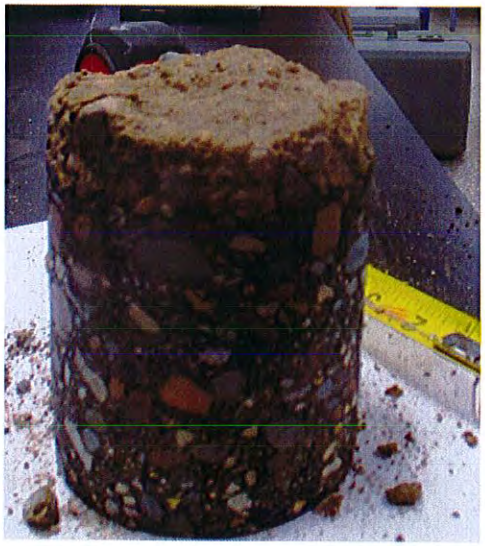
Core 2

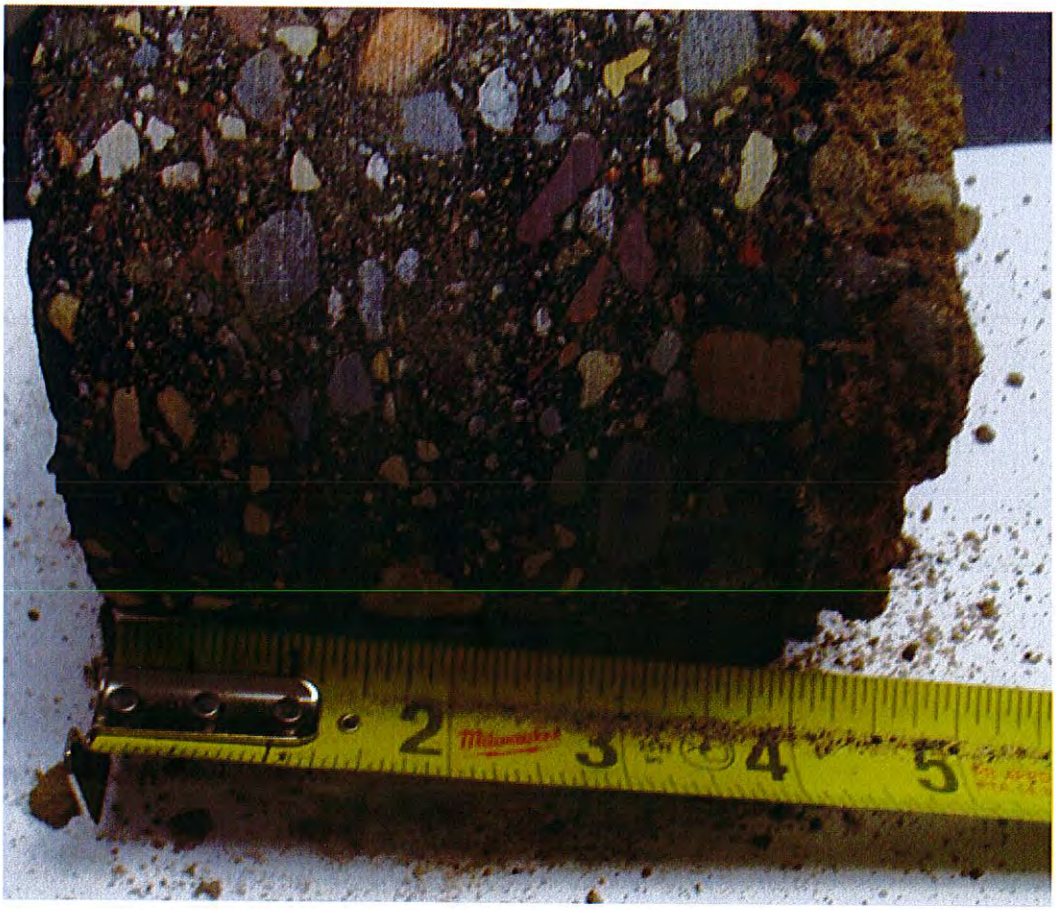




Core 3



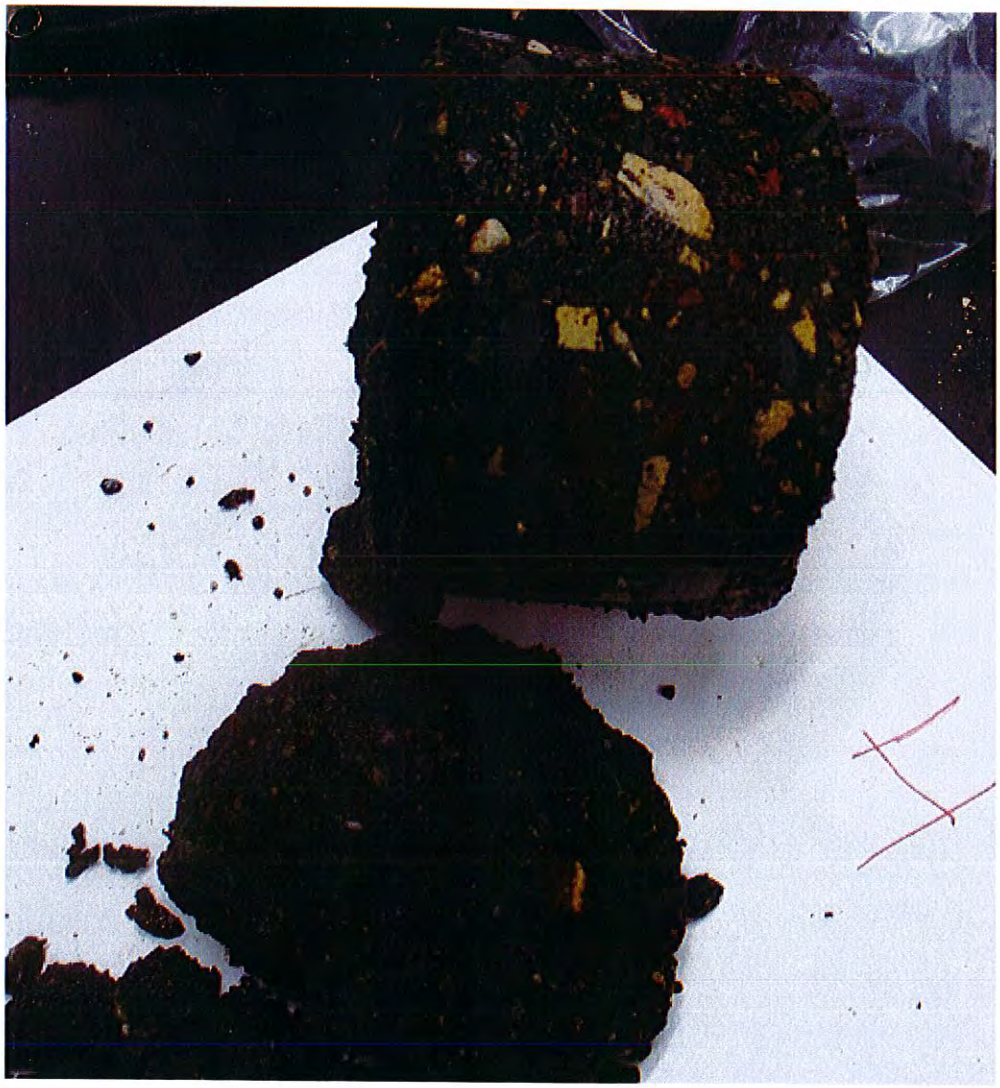




Core 4







Public Works Committee **5. 5.**

Meeting Date: 01/17/2017

By: Bruce Westby, Engineering/Public Works

Title:

Consider Recommendation to City Council to Accept Draft Feasibility Report for Rivers Bend Street Reconstructions, Improvement Project #17-02

Purpose/Background:

The purpose of this case is to consider providing a recommendation to the City Council for accepting the DRAFT Feasibility Report for Rivers Bend Street Reconstruction, City Improvement Project #17-02.

Timeframe:

Staff estimates 15 minutes will be required to present this case and respond to questions.

Observations/Alternatives:

This project was recently changed from a mill and overlay to a street reconstruction project. As such, Staff was not able to complete a draft copy of the Feasibility Report in time for publishing with this case. However, Staff will complete a draft feasibility report prior to the Public Works Committee meeting and, depending on the timing, will either take this case off-line on Friday or Monday to attach a copy, or hard copies will be provided to Committee members at the meeting along with a summary of Staff's recommendations.

Staff proposes to present the draft Feasibility Report to the City Council on January 24th.

Once the Feasibility Report is complete, and assuming the project is recommended for 2017 construction, meetings with individual property owners will be conducted to discuss the proposed project, the preliminary assessment, and to gather feedback for future consideration by Council.

Alternatives:

Alternative #1 – Motion recommending City Council acceptance of the recommendations outlined in the draft Feasibility Report for Rivers Bend Street Reconstruction, City Improvement Project #17-02.

Alternative #2 – Motion recommending City Council acceptance of the recommendations outlined in the draft Feasibility Report for Rivers Bend Street Reconstruction, City Improvement Project #17-02, with minor modifications as follows; _____.

Alternative #3 – Motion denying City Council recommendation at this time.

Funding Source:

Staff proposes to fund the proposed improvements using a combination of special assessments, street reconstruction bond funds, and stormwater utility funds.

Recommendation:

Staff recommends alternative #1.

Action:

Motion to recommend approval of Alternative #1.

Attachments

No file(s) attached.

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	01/12/2017 03:08 PM
Kurt Ulrich	Kurt Ulrich	01/12/2017 04:31 PM
Form Started By: Bruce Westby		Started On: 01/10/2017 09:09 AM
Final Approval Date: 01/12/2017		

Public Works Committee **6. 1.**

Meeting Date: 01/17/2017

By: Bruce Westby, Engineering/Public Works

Title:

Updates on Corridor Studies for Trunk Highway 47, County State Aid Highway 5, and County State Aid Highway 83.

Purpose/Background:

The purpose of this case is to provide a brief update to the Public Works Committee on the status of the three corridor studies that are identified in the attached three-year Strategic Action Plan. The three corridors include Trunk Highway 47, CSAH 5 / Nowthen Boulevard, and Armstrong Boulevard / CSAH 83.

Timeframe:

Staff estimates this case will take 15 minutes to present and respond to questions.

Observations/Alternatives:

City Staff is coordinating these work efforts with Anoka County on all three corridors, along with MnDOT and the City of Anoka on the Trunk Highway 47 corridor.

All three corridor studies are identified for completion in 2017, and at least one high priority improvement project is to be commenced by 2018 on each corridor.

Funding Source:

N/A

Recommendation:

N/A

Action:

This case is being presented for informational purposes only. No action is required at this time.

Attachments

Strategic Action Plan

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	01/12/2017 08:55 AM
Kurt Ulrich	Kurt Ulrich	01/12/2017 04:29 PM
Form Started By: Bruce Westby		Started On: 01/10/2017 09:00 AM
Final Approval Date: 01/12/2017		

Strategic Action Plan 2015 – 2018
06/23/15

MISSION

To work together to responsibly grow our community, and to provide quality, cost-effective, and efficient government services

Strategic Imperative I: Financial Stability

Ensure strategic economic development that complements the city's desired quality of life and builds a stable tax base, all while maintaining a low tax levy.

Strategic Initiative	Department	Tactics	Initiation Date	Completion Date	Additional Resources Required	Additional Tools Required	Responsible Party	Key Outcome Indicators/Metrics
Improve budget preparation to identify operational efficiencies and cost-savings	Finance	1) An all-inclusive integrated budget document developed that will incorporate Strategic Planning items, adopted budgets, CIP, metrics, and trend information.	June 2015	December 2015	None	None	D. Lund	• Integrated budget completed for 2016 • Distinguished Budget Award received
Increase economic growth and development	Administration	2) Sale of City-Owned Parcels that are listed for sale for economic development.	Summer 2015	Summer 2018	Shovel ready certification will cost between $10,000 and $35,000 per certification (six total) in third-party professional consulting fees (legal/ title, environmental, engineering, etc.). Standard transaction fees will apply to each sale Staff will propose use of existing dollars from TIF Account #1.	NA	P. Brama	• City owned land will be positioned: "as-competitive-as-possible" in today's real estate market. • Removed development "unknowns" for prospects and significantly improved project timelines. • 100 % properties shovel-ready certified. • Land sale closings above previous three year term.

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Strategic Imperative I: Financial Stability

Ensure strategic economic development that complements the city's desired quality of life and builds a stable tax base, all while maintaining a low tax levy.

Strategic Initiative	Department	Tactics	Initiation Date	Completion Date	Additional Resources Required	Additional Tools Required	Responsible Party	Key Outcome Indicators/Metrics
Increase economic growth and development (cont.)	Administration	3) Recruit new industry and market-ready major retail businesses to Ramsey	Ongoing	Fall 2017	No additional in-house human resources required. Staff will continue to market properties with CBRE; and attain shovel ready status.		P. Brama	• Secured two (2) new 30,000+ square foot retail facilities. • Secured two (2) new 30,000+ square foot industrial facilities.
	Administration	4) Establish new Business Park, west of Armstrong Boulevard	Spring 2016	Summer 2016	Shovel ready certification will cost between $10,000 and $25,000 per certification (two total) in third-party professional consulting fees (legal/ title, environmental, engineering, etc.). Future policy direction related to construction of infrastructure, site improvements, and level city involvement will directly affect required additional resources. Staff will propose use of existing dollars from TIF Account #1.	NA	P. Brama	• Business Park will be positioned: "as-competitive-as-possible" in today's real estate market. • Removed development "unknowns" for prospects and significantly improved project timelines. • Attain State of Minnesota *Shovel-Ready* Status for Business Park land parcels.

Strategic Action Plan 2015 – 2018
06/23/15

MISSION

To work together to responsibly grow our community, and to provide quality, cost-effective, and efficient government services

Strategic Imperative I: Financial Stability

Ensure strategic economic development that complements the city's desired quality of life and builds a stable tax base, all while maintaining a low tax levy.

Strategic Initiative	Department	Tactics	Initiation Date	Completion Date	Additional Resources Required	Additional Tools Required	Responsible Party	Key Outcome Indicators/Metrics
Increase economic growth and development (cont.)	Engineering	5) Develop and plan for key infrastructure improvements (AUAR improvements, extensions of municipal utilities, and major transportation corridors.	April 2015	December 2017	Anoka County coordination Consultant expenses Project Funding Sources – development driven tax increment funding, utility funds, grants, and funding partnerships.	Update traffic and turning movement volumes Update estimated project costs and complete feasibility analysis	B. Westby	• Meet the COR AUAR milestones • Scheduled prioritized projects in CIP • Revised JPA construction schedule - Meet the scheduled milestones. • Reviewed possible extension of sewer and water to 167th and Hwy 47 area • Mobility improvements made to major highway corridors (i.e. US Hwy 10, Hwy 47 and CR 5)
Leverage outside funding sources	Administration	6) Optimize use of non-city funding through joint projects, grants and partnerships	2015	2018	TBD	None	K. Ulrich	• Increased grant awards • Reduced reliance on the general fund. • Effective grant administration • Increased public and private partnerships

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Strategic Imperative II: A Connected Community

Ensure that the city is a connected city that is part of a comprehensive regional transportation system that enables all citizens to easily navigate the community and attracts business development.

Strategic Initiative	Department	Tactics	Initiation Date	Completion Date	Additional Resources Required	Additional Tools Required	Responsible Party	Key Outcome Indicators/Metrics
Improve the safety and mobility of major road corridors	Administration	7) Actively lobby State Legislature and Federal Congressional Delegation for $120M to construct the identified Highway 10 corridor priorities	March 2015	December 2018	$30-60K annually in Legislative liaison consultant expenses, $5-10K travel expenses	None	K. Ulrich	• State and federal funding secured for high priority TH Highway 10 projects.
	Administration	8) Introduce legislation requesting state funding for highway-rail separation at Ramsey and Sunfish Lake Blvd. rail intersections.	March 2015	May 2015	State bonding and work with City legislative liaison	None	K. Ulrich	• Allocation of up to $10 M in state bonding for projects.
	Administration	9) Initiate a regional effort to complete Preliminary Engineering and Environmental Review for all projects of the Highway 10 Study	March 2015	December 2018	State bonding and other outside funding.	None	K. Ulrich	• Preliminary Design and Engineering in regard to MNDOT TH10 Access Planning Study projects are commenced.

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To work together to responsibly grow our community, and to provide quality, cost-effective, and efficient government services

Strategic Imperative II: A Connected Community

Ensure that the city is a connected city that is part of a comprehensive regional transportation system that enables all citizens to easily navigate the community and attracts business development.

Strategic Initiative	Department	Tactics	Initiation Date	Completion Date	Additional Resources Required	Additional Tools Required	Responsible Party	Key Outcome Indicators/Metrics
Improve the safety and mobility of major road corridors (cont.)	Administration	10) Develop a communications strategy in regard to Highway 10 improvements	Summer 2015	Summer 2015	No additional resources required.	This tactic will be included in the City's adopted communications plan.	P. Brama	• 1-2 page flyer (marketing material) summary of Highway 10 • Created project webpage on City website. • "Support network" of businesses and land owners willing to assist in lobbying established. • "Lobbying List" outlining an inventory of people the City should be communicating with (lobbying) established.
	Engineering	11) Conduct CASH 5 Corridor Study (land use and traffic integrate in cooperation with the County	April 2015	October 2018	Professional services - $50,000 (PIR) Anoka County Coordination Construction funds		B. Westby	• Corridor study completion in 2017 • At least one high priority improvement project commenced by 2018

MISSION

To work together to responsibly grow our community, and to provide quality, cost-effective, and efficient government services

Strategic Imperative II: A Connected Community

Ensure that the city is a connected city that is part of a comprehensive regional transportation system that enables all citizens to easily navigate the community and attracts business development.

Strategic Initiative	Department	Tactics	Initiation Date	Completion Date	Additional Resources Required	Additional Tools Required	Responsible Party	Key Outcome Indicators/Metrics
Improve the safety and mobility of major road corridors (cont.)	Engineering	12) Conduct MN State Hwy 47 Study in cooperation with MNDOT and City of Anoka	April 2015	October 2018	Anoka County & MNDOT coordination Construction Funds			• Corridor study completion in 2017 • At least one high priority improvement project commenced by 2018
	Engineering	13) Conduct Armstrong Blvd traffic study in cooperation with the County	July 2015	October 2018	Anoka County Coordination			• Corridor study completion in 2017 • At least one high priority improvement project commenced by 2018
Create a diverse and robust offering of recreational opportunities	Public Works	14) Develop a comprehensive recreation plan that inventories existing recreation programs, services, and infrastructure at the local, regional, and national level	5/2015	10/2016	Citizen Survey (2016 - $15,000) - recreation staffing as identified -park capital costs as identified by district	None	G. Riemer	• Present findings and recommendations in 2017 as part of budget development for 2018 implementation
	Community Development	15) Develop Plan for future parks, trails, and open space capital improvements	2015	2016	TBD		T. Gladhill	• Completed Master Park and Trail Plan Update • CIP Aligned with Parks Plan

MISSION

To work together to responsibly grow our community, and to provide quality, cost-effective, and efficient government services

Strategic Imperative III: Smart, Citizen-Focused Government

Continue the delivery of quality services to ensure the city will have safe and thriving neighborhoods and business districts, and a clean environment.

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Strategic Initiative	Department	Tactics	Initiation Date	Completion Date	Additional Resources Required	Additional Tools Required	Responsible Party	Key Outcome Indicators/Metrics
Improve and maintain the safety of the community	**Police**	16) Reduce illegal drug activity in the community	June 2015	January 2016	Request 1 FTE Police Officer in 2016 budget to allocate to Anoka Hennepin Drug Task Force (AHDTF)	Council approval of JPA with AHDTF	J Katers	• Increased number of arrests for drug crimes • Maximized collaboration of Anoka Hennepin Drug Task Force by allocating staff to task force • Increased intelligence on drug activity • Reduced criminal activity in community related to drug use • Increased community awareness of illegal drug activity
	Administration	17) Provide adequate public safety staffing based on City's growth factors	June 2015	September 2015	None	None	K. Ulrich	• Metrics developed to support 2016 and future public safety staffing requests

MISSION

To work together to responsibly grow our community, and to provide quality, cost-effective, and efficient government services

Strategic Imperative III: Smart, Citizen-Focused Government

Continue the delivery of quality services to ensure the city will have safe and thriving neighborhoods and business districts, and a clean environment.

.

Strategic Initiative	Department	Tactics	Initiation Date	Completion Date	Additional Resources Required	Additional Tools Required	Responsible Party	Key Outcome Indicators/Metrics
Improve and maintain safety of the community (cont.)	Police	18)Consider security cameras to enhance safety and security	June 2015	February 2016	Data connections Software licenses. Cameras (2016 Budget)		J. Katers	• Visible deterrent to criminal activity • Reduction of Vandalism to city owned property by 10 % • Assisted in identification of criminal suspects • Provided increased sense of security in public spaces.
	Fire	19) Expand and improve residential rental licensing program	April 2015	July 2015	None	None	D. Kapler	• Cost Benefit analysis completed • Improved property maintenance • Improved landlord/tenant relationships • Improved public safety response

Strategic Action Plan 2015 – 2018
06/23/15

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Strategic Initiative	Department	Tactics	Initiation Date	Completion Date	Additional Resources Required	Additional Tools Required	Responsible Party	Key Outcome Indicators/Metrics
Create a strong positive image for residential neighborhoods and business districts	Community Development	20) Meet or exceed community expectations in regard to response times for code complaints	2016	2016	Add a Code Enforcement Specialist for public nuisance code enforcement	None	T. Gladhill	• Centralized enforcement program with consistent metrics • Improved communication of notices of violation • Response times of 14-30 days • Enhanced focus on key corridors (Highway 10 and Highway 47) • Eliminate duplication in data
Enhance Community Engagement	Administration	21) Create a program for citizen recognition.	June 2015	December 2015	None	None	K. Ulrich	• Implemented citizen recognition program
	Administration	22) Identify opportunities for community volunteer work	June 2015	December 2015	Volunteer Coordination	None	K. Ulrich	• Increased citizen volunteer hours

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Strategic Initiative	Department	Tactics	Initiation Date	Completion Date	Additional Resources Required	Additional Tools Required	Responsible Party	Key Outcome Indicators/Metrics
Enhance Community Engagement (cont.)	Community Development	23) Increase engagement opportunities in future land use decisions	2015	2018	TBD		T. Gladhill	• Adopt a citizen engagement framework for 2040 Comprehensive Plan update • Determine appropriate scale of update to the City's Comprehensive Plan • Complete required 2040 Comprehensive Plan update • Clarified vision for the COR
Enhance the level of customer service	Community Development	24) Evaluate staffing deployment and process effectiveness	2015	2016	Re-class PT to FT Position ($ impact TBD) $25 – 50,000 for software improvements	$2,000 for hardware	T. Gladhill	• 10 Business Day Building Permit Plan Review • 48 Hour Inspection Window • Centralized Permits and Licenses Division • Improved management and ensured equity of enforcement of City-Owned properties • Improved support to Environmental Policy Board (EPB)

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Strategic Initiative	Department	Tactics	Initiation Date	Completion Date	Additional Resources Required	Additional Tools Required	Responsible Party	Key Outcome Indicators/Metrics
Define and promote Ramsey Brand	Administration	25) Develop strategy with Ramsey Brand as umbrella while still promoting sub-areas of the community (The COR, 167th Avenue, Future Business Park, etc.)	Spring 2015	Summer 2016 Final completion tied to tactic below.	None	This tactic will be included in the City's adopted communications plan	P. Brama	• Unified marketing/ communications with consistent use of Ramsey Brand (refreshed materials and policy). • Implementation of Ramsey logo in future COR materials and signage (same for other sub-districts)
	Administration	26) Acquire a ZIP Code for Ramsey	Spring 2015	December 2017	None	None	P. Brama	• New and unique ZIP Code assigned to Ramsey
	Community Development	27) Create a community sign plan that focuses on community gateways and focal points.	2015	2016	None	Adobe Creative Suite ($2,000)	T. Gladhill	• Revised zoning code • Monument signage plan for the City completed • Tenant panel distribution policy completed • Funding and Priority Plan
Improve the image of key corridors (Highway 10, CR5, and Highway 47)	Community Development	28) Use property-owner/ citizen engagement strategies	2016	2016			T. Gladhill	• Adopted Statement of Goals

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Strategic Initiative	Department	Tactics	Initiation Date	Completion Date	Additional Resources Required	Additional Tools Required	Responsible Party	Key Outcome Indicators/Metrics
Improve the image of key corridors (Highway 10, CR5 and Highway 47 (cont.)	Community Development	29) Proactively Implement Corridor Improvements through public investment and code compliance initiatives	2016	2018	0.5 FTE (Covered in Code Enforcement Section)		T. Gladhill	• 30% of targeted property clean-up per year of plan
Ensure long-term sustainability of Public Water System	Engineering	30) Work with neighboring cities and regulating agencies to identify regional solution(s) for sustainable water supply/water treatment facility	2015	2018	None	TBD	B. Westby	• Commitment to regional solution for long-term water supply • Active participation of neighboring cities/regulating agencies
	Engineering	31) Develop a Comprehensive Plan for City long-term water supply	2015	2016	None	TBD	B. Westby	• Updated Comprehensive Water Supply Study

Strategic Action Plan 2015 – 2018
06/23/15

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Strategic Imperative IV: An Effective Organization

Maintain a highly functional staff, citizen volunteers, and elected officials and governance structure that meet the increasingly ever-changing needs of the organization

.

Strategic Initiative	Department	Tactics	Initiation Date	Completion Date	Additional Resources Required	Additional Tools Required	Responsible Party	Key Outcome Indicators/Metrics
Improve City communications with the community	Administration	32) Adopt a Formalized Communications Plan	Winter 2015	Early 2016	No additional resources required for creation of plan. Implementation of plan may require additional resources. The adopted plan will outline if/ when additional resources are needed, and for what.	Requires completion of communications survey.	P. Brama	• Council adopted communications plan. • The adopted plan outlines specific outcome for each specific tactic.
Improve and sustain high employee morale	Administration	33) Develop a Staff recognition program	April 22, 2015 Kick-off	Ongoing			C. Lasher	• Formal Staff Recognition Program Developed and Implemented • Staff feeling recognized and valued by peers • Staff promoting positive accountability to our core values by peers • Promoted teamwork and brand • Sustained or improved morale

Strategic Action Plan 2015 – 2018
06/23/15

MISSION

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Strategic Imperative IV: An Effective Organization

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Strategic Initiative	Department	Tactics	Initiation Date	Completion Date	Additional Resources Required	Additional Tools Required	Responsible Party	Key Outcome Indicators/Metrics
Improve and sustain high employee morale (cont.)	Administration	34) Initiate a strategy to highlight City Employees and job duties (put a face to a name and highlight their contribution to the community)	July/Aug. 2015	Ongoing (monthly) RR Publications as scheduled	None	None	C. Lasher	• Increased awareness of Dept. Functions. / increased staff recognition • Increased awareness of specific roles and specific current events / increased staff recognition. • Promoted Ramsey Brand / increased staff recognition.
Continue to implement process improvement initiatives	Administration	35) Review existing events and consider the value to the City	June 2015	September 2015	None	None	K. Ulrich	• Status of each City event (i.e., include or not) in 2016 budget determined
Plan for public facilities to meet City's growth	Finance	36) Identify capital cost of PW facility based upon space needs study. Create funding and implementation plan for a new public works campus	2015	2016	None	None	D. Lund	• Decision by Council on timing and amount of debt for the new Public Works facility

Public Works Committee **6. 2.**

Meeting Date: 01/17/2017

By: Bruce Westby, Engineering/Public Works

Title:

Review 2017 Capital Improvement Program Projects

Purpose/Background:

The purpose of this case it to review notable City improvement projects proposed to be completed in 2017.

Timeframe:

Staff estimates 15 minutes will be needed to present this case and respond to any questions.

Observations/Alternatives:

Attached is an abbreviated copy of the 2017 - 2026 CIP recently approved by the City Council which includes many of the more notable City improvement projects proposed to be completed in 2017. Staff will briefly discuss the purpose and costs associated with each of these projects.

Funding Source:

Funding amounts and sources will be discussed in detail with the Committee as each project is presented. It is worth noting that many of these projects have not yet received formal City Council approval to move forward.

Recommendation:

N/A

Action:

This item is for informational purposes only.

Attachments

2017 CIP Projects

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	01/12/2017 08:16 AM
Kurt Ulrich	Kurt Ulrich	01/12/2017 04:29 PM
Form Started By: Bruce Westby		Started On: 01/10/2017 08:54 AM
Final Approval Date: 01/12/2017		

CITY OF RAMSEY
CAPITAL IMPROVEMENT PROGRAM
2017-2026

The Capital Improvement Program document is a planning tool maintained by the city to identify future projects, related expenditures, and funding sources. All projects designated in the Capital Improvement Program are contingent upon availability of resources during the planned year. The total expenditure of projects includes city-funded sources as well as other resources such as grants, fees, bonding, etc.









CITY OF RAMSEY
2017-2026
CAPITAL IMPROVEMENT PLAN

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INTRODUCTORY SECTION

CITY OF RAMSEY

CAPITAL IMPROVEMENT/CAPITAL OUTLAY PLAN

2017-2026

Enclosed is the Ramsey Capital Improvements/Capital Outlay Plan (CIP) for the years 2017-2026. It has been prepared in an attempt to anticipate major capital expenditures in advance of the year in which they are budget requests. Further, several projects may interrelate or require other improvements prior to initiation, which would cause delays without prior planning. Additionally, projects may require budgeting over several years or receipt of funds from other sources (i.e. grants) requiring planning completion prior to the funding year. Finally, the plan enables a snapshot of the identified capital needs of the community allowing for continual prioritization of these needs.

The process for completing the 2017-2026 CIP was much the same as the process for the 2017 General Fund Budget. Project requests were submitted by all divisions and reviewed by the Management Team and appropriate supervisors to establish the feasibility and priority of the projects and match with available financing.

CAPITAL IMPROVEMENT PLAN GOALS
ACKNOWLEDGE AND COMMUNICATE PUBLIC INFRASTRUCTURE PRIORITIES AND DYNAMICS
ENSURE APPROPRIATE RESPONSES TO CHANGING INFRASTRUCTURE NEEDS AND DEMANDS
DEVELOP A FINANCIAL ASSESSMENT OF CAPITAL RESOURCES AVAILABLE TO MEET FUTURE CAPITAL PROJECT NEEDS
ENCOMPASS THE CITY'S STRATEGIC PLAN'S INITIATIVES: FINANCIAL STABILITY; A CONNECTED COMMUNITY; SMART, CITIZEN-FOCUSED GOVERNMENT; AN EFFECTIVE ORGANIZATION

Approval of the CIP by Council does not authorize spending or initiation of a given project. It does, however, provide a guide for the community for a whole array of private and public decision-making, impacted by public capital expenditures. Therefore, the CIP should receive ratification only if the Council perceives actions contemplated within the plan as reasonable and planned within justified time frames. It shall further be noted that initial project design of public infrastructure projects identified within this plan often begins two years or more prior to the date of construction.

The CIP is not intended to provide for precise budgeting. Capital costs are projected as estimates. Upon each update of the plan, deletions, additions, delays, or other revisions may occur, reflecting changing community needs. These changes allow for budget refinements as a particular project nears actual construction.

Capital improvements are improvements to land, streets, parks, utilities and buildings. This plan shows improvements with revenues projected from various funding sources. Improvements from the General Fund are those requiring a tax levy, referendum or similar other authority resulting in listed projects being less than certain. The other funding sources (except for intergovernmental revenue - grant funds) have increased stability over the general fund projects.

Specific information on the funding sources for each project is shown under the individual project. Cash flow projections are completed to examine the long-term stability of each fund and its ability to provide for planned expenditures.

Potential funding sources for capital improvement expenditures may include:

- General Funds
- Capital Equipment Certificates
- General Obligation Bonds
- CIP General Obligation Bonds*
- Tax Increment Financing
- Economic Development Authority Levy
- Developer Fees
- Grants/Outside Sources
- Utility Funds (Water, Sewer, Recycling, Street Lights, Storm Water)
- Special Revenue Funds (Equipment Revolving, Lawful Gambling, Storm Water Management)
- Capital Project Funds (Facility, Landfill, MSA, Park Improvement)
- Special Assessments

**Only City Hall, Public Works facilities and Public Safety facilities may be financed with CIP General Obligation bonds under the CIP Act (Minnesota Statutes Chapter 475). Other capital improvements described in this plan as being financed under General Obligation Bonds may be financed with special assessment bonds under Minnesota Statutes, Chapter 429 and utility revenue bonds under Minnesota Statutes, Chapter 444.*

For a City to use its authority to finance expenditures under the CIP Act, it must meet the requirements provided therein. Specifically, the City Council must approve the sale of capital improvement bonds by a two-thirds vote of its membership. In addition, it must hold a public hearing for public input. Notice of such hearing must be published in the official newspaper of the City at least fourteen, but not more that twenty-eight days prior to the date of the public hearing. The City Council approves the CIP following the public hearing.

The bonds are not subject to referendum unless, within 30 days after the hearing, a petition is filed with the City Administrator signed by voters equal to at least five percent of the votes cast in the last general City election. In that event, the bonds are subject to a referendum, and may be issued only if approved by a majority of voters who vote on that question. If the referendum passes, the taxes to pay the debt service on the bonds would be levied on market value rather than tax capacity. However, if no timely petition is filed, the taxes to pay debt service are levied on tax capacity.

The CIP Act has established certain criteria that must be met. In accordance with these criteria, the City has considered the following eight points:

1. Condition of the City's infrastructure and need for the project
2. Demand for the improvement
3. Cost of the improvement
4. Availability of public resources
5. Level of overlapping debt
6. Const/benefits of alternative uses of funds
7. Operating costs of the proposed improvements
8. Options for shared facilities with other cities or local governments.

OVERVIEW SECTION

City of Ramsey, Minnesota

Capital Improvement Program

2017 thru **2026**

CATEGORY SUMMARY

Category	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Capital Improvement Bonding Projects		13,906,500									*13,906,500*
Eqpt Replacement	354,106	1,391,500	660,800	845,000	738,000	1,257,485	300,600	556,100	280,000	304,600	*6,688,191*
Municipal Building				25,000						20,221,300	*20,246,300*
Park Improvement	3,192,200	193,000		405,000		450,000	76,000	125,000	750,000	330,000	*5,521,200*
Sewer Utility Improvement				457,000							*457,000*
Storm Water Utility Improvement	1,104,120		350,000	530,000						330,000	*2,314,120*
Street Improvement	2,339,305	24,503,700	8,412,600	15,642,400	5,242,000	3,704,000	1,929,000	2,613,000	3,323,000	3,985,000	*71,694,005*
Street Light Utility Improvement	275,000										*275,000*
Water Utility Improvement	1,544,250	760,000		940,000			1,700,000				*4,944,250*
TOTAL	8,808,981	40,754,700	9,423,400	18,844,400	5,980,000	5,411,485	4,005,600	3,294,100	4,353,000	25,170,900	*126,046,566*

City of Ramsey, Minnesota

Capital Improvement Program

2017 thru **2026**

FUNDING SOURCE SUMMARY

Source	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Capital Equipment Certificates	151,203	540,750	308,900	390,000	369,000						*1,759,853*
City of Anoka				25,000							*25,000*
City of Nowthen				20,000							*20,000*
Equipment Revolving Fund	151,203	540,750	308,900	390,000	369,000	232,000		164,000		90,000	*2,245,853*
Facility Fund		1,000,000		25,000							*1,025,000*
Fleet Vehicles		58,000									*58,000*
General Fund						1,025,485	300,600	392,100	280,000	214,600	*2,212,785*
GO Bonding (Road Funding)	976,950	1,479,575	882,750	3,059,300	2,304,000	2,403,000	1,446,750	1,959,750	2,492,250	2,947,500	*19,951,825*
GO CIP Bonding		9,275,000									*9,275,000*
Grants/Outside Sources	1,068,200	20,070,000	6,355,000	7,185,000	700,000	50,000					*35,428,200*
Landfill Trust Fund		38,000									*38,000*
Lawful Gambling Fund		60,000		85,000		150,000					*295,000*
MSA	1,111,905	2,000,000			850,000	500,000					*4,461,905*
Park Improvement Trust Fund	2,114,000	25,000		275,000		250,000	76,000	125,000	750,000	330,000	*3,945,000*
Public Improvement Revolving Fund	80,000		665,000	715,000						55,000	*1,515,000*
Recycling Utility Fund		200,000									*200,000*
Sewer Utility Fund	25,000	1,739,250		457,000							*2,221,250*
Special Assessment - Bonded	88,450	625,925	348,150	1,023,100	823,000	801,000	482,250	653,250	830,750	982,500	*6,658,375*
Storm Water Management Fund	493,000										*493,000*
Storm Water Utility Fund	703,120	603,200	511,700	605,000	165,000					330,000	*2,918,020*
Street Light Utility Fund	275,000										*275,000*
Tax Increment Fund #2				3,650,000	400,000						*4,050,000*
To Be Determined										20,221,300	*20,221,300*
Water Utility Fund	1,570,950	2,499,250	43,000	940,000			1,700,000				*6,753,200*
GRAND TOTAL	8,808,981	40,754,700	9,423,400	18,844,400	5,980,000	5,411,485	4,005,600	3,294,100	4,353,000	25,170,900	*126,046,566*

Capital Improvement Plan - Priority Codes & Definitions

Priority

1 **Existing Obligations - High Priority: Year 2017 or 2018**

Projects under this priority are previously committed to or are replacements

Example: Road reconstructions, equipment replacement

2 **New Addition - High Priority: Year 2017 or 2018**

Projects under this priority are needed, but have no previous commitments

Example: Road extensions, additional park amenities

3 **Existing Obligations - Medium Priority: Year 2019-2026**

Projects under this priority are previously committed to or are replacements but not as urgent to fulfull as those in priority 1

Example: 4th year forward of road reconstructions; equipment replacement

4 **New Addition - Medium Priority: Year 2019-2026**

Projects under this priority are needed, but have no previous commitments but need is not as great as those listed in priority 2

Example: Public Works Campus; new capital equipment

5 **Opportunity Driven/Unfunded/Placeholder**

Projects under this priority are development driven and/or have outside funding capacities such as grants and/or placeholders for projects that may occur after year 2020.

Full funding on these projects have not been determined.

Example: Highway 10 improvements; Community Center

City of Ramsey, Minnesota

Capital Improvement Program

2017 thru **2026**

PROJECTS BY YEAR & PRIORITY

Project Name	Department	Project #	Priority	Project Cost
2017				
Priority 1-Existing Obligation (High)				
Replace File Server	Eqpt Replacement	*15-IT-001*	1	7,500
800 MHZ Radio Replacements	Eqpt Replacement	*FIRE-551*	1	56,900
Replace Duty Officer Truck (563)	Eqpt Replacement	*FIRE-567*	1	40,000
Replace Fire Chief Vehicle (564)	Eqpt Replacement	*FIRE-569*	1	50,000
2017 Chev Caprice Replace 2012 Chev Caprice #323	Eqpt Replacement	*POL-323*	1	29,000
2017 Chev Tahoe to Replace 2013 Chev Tahoe #333	Eqpt Replacement	*POL-333*	1	34,000
800 MHZ Radio Replacement	Eqpt Replacement	*POL-355*	1	51,906
2017 Chevy Impala Replace 2007 Chevy Impala #375	Eqpt Replacement	*POL-375*	1	28,000
800 MHZ Radio Replacement	Eqpt Replacement	*PW-659*	1	6,800
Mississippi River Trail -West End	Park Improvements	*08-PARK-002*	1	1,519,200
Alpine Park - Replace Fencing & Add Dugouts	Park Improvements	*17-PARK-001*	1	125,000
Alpine Drive Reconstruction	Street Improvements	*15-STR-007*	1	793,600
2017 Overlay Projects	Street Improvements	*15-STR-010*	1	353,800
COR Pavement Striping	Street Improvements	*17-STR-015*	1	80,000
Refurbish Water Tower #2	Water Utility	*14-WTR-001*	1	1,300,000
Emergency Power Supply for Well #3	Water Utility	*16-WTR-001*	1	115,000
			Total for: Priority 1	4,590,706
Priority 2-New Addition (High)				
Elmcrest Park & The Draw Park Entrance & Signage	Park Improvements	*04-PARK-003*	2	80,000
Drinking Fountains/Misting Station	Park Improvements	*06-PARK-002*	2	8,000
Park Development in the COR	Park Improvements	*08-PARK-005*	2	1,200,000
The Draw Grates	Park Improvements	*12-PARK-006*	2	10,000
COR Regional Infiltration Basin	Stormwater Utility	*16-STM-002*	2	986,000
Riverdale Drive Extension Traprock-Ramsey Blvd	Stormwater Utility	*16-STM-003*	2	118,120
Riverdale Drive Extension: Traprock to Ramsey Blvd	Street Improvements	*15-STR-001*	2	1,111,905
Riverdale Drive Extension Lighting	Street Light Utility	*16-STLT-001*	2	275,000
Watermain Looping: (Ramsey Blvd to Traprock St.)	Water Utility	*04-WTR-018*	2	129,250
			Total for: Priority 2	3,918,275
Priority 3-Existing Obligation (Med)				
Replace 2005 Utility Truck: Unit #652	Eqpt Replacement	*PW-652*	3	50,000
			Total for: Priority 3	50,000
Priority 5-Opportunity/Unfunded/Placeholder				
Trail Connections	Park Improvements	*06-PARK-019*	5	250,000
			Total for: Priority 5	250,000
	Total for 2017			8,808,981

Project Name	Department	Project #	Priority	Project Cost
2018				
Priority 1-Existing Obligation (High)				
2018 Chev Caprice - Replace 2013 Chev Caprice #331	Eqpt Replacement	*POL-331*	1	30,000
2018 Chev Tahoe to Replace 2013 Chev Tahoe #332	Eqpt Replacement	*POL-332*	1	35,000
Replace Fencing & Dugouts (#5-7)-Central Park	Park Improvements	*17-PARK-004*	1	75,000
			Total for: Priority 1	140,000
Priority 2-New Addition (High)				
Dog Park Shelter-Alpine Park	Park Improvements	*17-PARK-005*	2	58,000
			Total for: Priority 2	58,000
Priority 3-Existing Obligation (Med)				
Replace Email Server	Eqpt Replacement	*15-IT-003*	3	7,500
Replace Ford Taurus - 403	Eqpt Replacement	*ADMIN-403*	3	29,000
Replace 2006 Ford Taurus	Eqpt Replacement	*ADMIN-404*	3	29,000
Replace 2006 Ford Taurus	Eqpt Replacement	*BUILD-405*	3	29,000
Replace Grass 21 (504)	Eqpt Replacement	*FIRE-504*	3	45,000
Replacement of all SCBA's	Eqpt Replacement	*FIRE-566*	3	100,000
Replace 1998 Mule: Unit #622	Eqpt Replacement	*PW-622*	3	18,000
Replace-2002 Snowplow Truck: Unit #636	Eqpt Replacement	*PW-636*	3	191,000
Replace 2002 3/4 Ton Truck 4x4: Unit #637	Eqpt Replacement	*PW-637*	3	45,000
Replace 2003 Kawasaki: Unit #639	Eqpt Replacement	*PW-639*	3	18,000
Replace Elgin Sweeper: Unit #642 (Storm Wtr)	Eqpt Replacement	*PW-642*	3	205,000
Replace-2004 Snowplow Truck: Unit #644	Eqpt Replacement	*PW-644*	3	191,000
Replace 2005 3/4 Ton Truck 4x4 W/Plow Unit # 651	Eqpt Replacement	*PW-651*	3	47,000
Replace 3/4 Ton 4x4 Truck; Unit #653	Eqpt Replacement	*PW-653*	3	43,000
Replace Zero Turn Mower: Unit #670	Eqpt Replacement	*PW-670*	3	12,000
Reconstruction Streets Stanhope Terr & North Forty	Street Improvements	*15-STR-008*	3	1,750,000
2018 Overlay Projects	Street Improvements	*15-STR-011*	3	753,700
Complete Pump House 3	Water Utility	*04-WTR-005*	3	60,000
Refurbish Water Tower #1	Water Utility	*14-WTR-002*	3	700,000
			Total for: Priority 3	4,273,200
Priority 4-New Addition (Med)				
Public Works Campus Building Improvements	Capital Impr Bonding Projects	*06-BLDG-001*	4	13,906,500
New Velocity Patcher	Eqpt Replacement	*PW-700*	4	250,000
New 1-Ton Pickup with Box and Plow	Eqpt Replacement	*PW-701*	4	48,000
New Programmable Message Board	Eqpt Replacement	*TE-001*	4	19,000
Observation boardwalk - Lake Itasca	Park Improvements	*06-PARK-011*	4	60,000
			Total for: Priority 4	14,283,500
Priority 5-Opportunity/Unfunded/Placeholder				
Ramsey Blvd RR Underpass	Street Improvements	*16-STR-002*	5	22,000,000
			Total for: Priority 5	22,000,000
	Total for 2018			40,754,700
2019				
Priority 3-Existing Obligation (Med)				
Replace 2005 Chevy Colorado	Eqpt Replacement	*BUILD-401*	3	23,000
Replace 2006 Ford Taurus	Eqpt Replacement	*BUILD-406*	3	29,000
Replace Fire Prevention Vehicle (566)	Eqpt Replacement	*FIRE-506*	3	40,000
Replacement of all SCBA's	Eqpt Replacement	*FIRE-566*	3	100,000

Project Name	Department	Project #	Priority	Project Cost
2019 Chev Caprice to Replac 2014 Chev Caprice #341	Eqpt Replacement	*POL-341*	3	31,000
2019 Chev Caprice to Replac 2014 Chev Caprice #342	Eqpt Replacement	*POL-342*	3	31,000
2019 Chev Tahoe to Replace Chev Tahoe #343	Eqpt Replacement	*POL-343*	3	36,000
2019 Chev Impala to Replace 2007 Lincoln #376	Eqpt Replacement	*POL-376*	3	29,000
Replace Mobile Air Compressor	Eqpt Replacement	*PW-016*	3	65,000
Replace Engr Veh #402 With 2017 GMC Sierra	Eqpt Replacement	*PW-402*	3	35,000
Replace 2001 Case Backhoe: Unit #634	Eqpt Replacement	*PW-634*	3	78,000
Replace 2007 3/4 Ton Pick-Up: Unit #667	Eqpt Replacement	*PW-667*	3	43,000
Replace 2008 Bobcat Skidster: Unit #671	Eqpt Replacement	*PW-671*	3	48,000
Replace 2014 Ex Mark Mower: Unit #683	Eqpt Replacement	*PW-691*	3	12,600
Replace 2014 Ex Mark Mower: Unit #684	Eqpt Replacement	*PW-692*	3	12,600
Replace 2014 Ex Mark Mower: Unit #685	Eqpt Replacement	*PW-693*	3	12,600
Stormwater Drainage Improvements	Stormwater Utility	*12-STRM-001*	3	350,000
Sunwood Drive Roundabout Landscaping	Street Improvements	*15-STR-003*	3	20,000
Reconstruction of Streets-Ford Brook Estates	Street Improvements	*15-STR-006*	3	780,400
2019 Overlay Projects	Street Improvements	*15-STR-012*	3	612,200
			Total for: Priority 3	2,388,400
Priority 4-New Addition (Med)				
New Electric Utility Vehicle	Eqpt Replacement	*PW-702*	4	35,000
			Total for: Priority 4	35,000
Priority 5-Opportunity/Unfunded/Placeholder				
Ramsey Blvd RR Underpass	Street Improvements	*16-STR-002*	5	0
North Hwy 10 Frontage Road-Ramsey to SLB	Street Improvements	*16-STR-003*	5	7,000,000
			Total for: Priority 5	7,000,000
	Total for 2019			9,423,400
2020				
Priority 2-New Addition (High)				
Sprinkler System @ Fire Station #1	Municipal Buildings	*10-BLDG-004*	2	25,000
			Total for: Priority 2	25,000
Priority 3-Existing Obligation (Med)				
Discovery Recovery Server	Eqpt Replacement	*15-IT-002*	3	11,000
Replace Engine 11 (556)	Eqpt Replacement	*FIRE-503*	3	275,000
2020 Ford Explorer Replace 2005 F150 #359	Eqpt Replacement	*POL-359*	3	37,000
2020 Chev Caprice - Replace2017 Chev Caprice #371	Eqpt Replacement	*POL-371*	3	32,000
2020 Chev Tahoe Replace 2016 Chev Tahoe #361	Eqpt Replacement	*POL-372*	3	37,000
Replace Engr Car #407 With Chevy Impala	Eqpt Replacement	*PW-407*	3	28,000
Replace 2006 3/4 Ton Truck 2x4 Unit #654	Eqpt Replacement	*PW-654*	3	22,000
Replace Sidewalk Machine: Unit #655	Eqpt Replacement	*PW-655*	3	128,000
Replace 2007 International Water Truck: Unit#669	Eqpt Replacement	*PW-669*	3	130,000
Replace 2013 Toro Wide Area Mower: Unit #679	Eqpt Replacement	*PW-697*	3	95,000
COR Bunker Lake Blvd (Armstrong to Ramsey Blvd)	Stormwater Utility	*04-STRM-011*	3	530,000
COR Bunker Lake Blvd (Armstrong to Ramsey Blvd)	Street Improvements	*04-STR-014*	3	3,650,000
Reconstruction of Streets-Barthels Rum River Acres	Street Improvements	*17-STR-001*	3	3,553,400
2020 Overlay Projects	Street Improvements	*17-STR-002*	3	539,000
The COR Bunker Lake Blvd (Armstrong - Ramsey Blvd)	Water Utility	*04-WTR-009*	3	340,000
			Total for: Priority 3	9,407,400
Priority 4-New Addition (Med)				
New 1-Ton Pickup With Box & Plow Equipment	Eqpt Replacement	*PW-703*	4	50,000
Ford Brook Park Playground Equipment	Park Improvements	*04-PARK-006*	4	70,000

Project Name	Department	Project #	Priority	Project Cost
Fire Station 1 Sanitary Sewer Service	Sewer Utility	*12-SEW-002*	4	60,000
Watermain Sunfish Lk Blvd	Water Utility	*12-WTR-001*	4	450,000
			Total for: Priority 4	630,000
Priority 5-Opportunity/Unfunded/Placeholder				
Observation deck on the Mississippi E of Dolomite	Park Improvements	*06-PARK-015*	5	85,000
Trail Connections	Park Improvements	*06-PARK-019*	5	200,000
McKinley Trail Connection to Anoka	Park Improvements	*12-PARK-008*	5	50,000
Abandon Liftstation Wildlife Sanctuary	Sewer Utility	*04-SEW-001*	5	352,000
Abandon Lift Station River Pines	Sewer Utility	*08-SEW-004*	5	45,000
North Hwy 10 Frontage Road-Ramsey to SLB	Street Improvements	*16-STR-003*	5	5,900,000
South Hwy 10 Frontage Rd-SLB to Anoka	Street Improvements	*16-STR-004*	5	2,000,000
River Pines Lift Station Water Connection	Water Utility	*08-WTR-003*	5	20,000
Fire Station #1 Extension of Water	Water Utility	*11-WTR-003*	5	55,000
Construct Well and Pumphouse #9	Water Utility	*16-WTR-002*	5	75,000
			Total for: Priority 5	8,782,000
	Total for 2020			18,844,400

2021

Priority 3-Existing Obligation (Med)				
Police Copier - File Room	Eqpt Replacement	*17-IT-004*	3	14,000
Police Copier - Patrol	Eqpt Replacement	*17-IT-005*	3	10,000
Utility Server	Eqpt Replacement	*17-IT-006*	3	8,000
Weblink Server Replacement	Eqpt Replacement	*17-IT-007*	3	8,000
Replace Engine 11 (556)	Eqpt Replacement	*FIRE-503*	3	275,000
2021 Chev Impala Replace 2013 Chev Malibu #334	Eqpt Replacement	*POL-334*	3	32,000
2021 Ford Explorer Replace 2016 Ford Explorer #351	Eqpt Replacement	*POL-335*	3	38,000
2021 Ford Explorer Replace 2018 Chev Caprice #3XX	Eqpt Replacement	*POL-366*	3	38,000
2021 Chev Tahoe Replace 2018 Chev Tahoe #3XX	Eqpt Replacement	*POL-367*	3	38,000
Replace 1991 Chipper: Unit #619	Eqpt Replacement	*PW-619*	3	22,000
Replace 2001 John Deere Mower: Unit #635	Eqpt Replacement	*PW-635*	3	25,000
Replace 2006 Tandem Axle Plow Truck: Unit #662	Eqpt Replacement	*PW-662*	3	230,000
Zeolite Roadway Improvements	Street Improvements	*04-STR-012*	3	400,000
Reconstruction of Streets: Riverdale Drive	Street Improvements	*17-STR-003*	3	3,445,000
2021 Overlay Projects	Street Improvements	*17-STR-004*	3	347,000
			Total for: Priority 3	4,930,000
Priority 5-Opportunity/Unfunded/Placeholder				
Bunker Lake Blvd Sunwood Drive Signal	Street Improvements	*12-STR-001*	5	350,000
South Hwy 10 Frontage Rd-SLB to Anoka	Street Improvements	*16-STR-004*	5	700,000
			Total for: Priority 5	1,050,000
	Total for 2021			5,980,000

City of Ramsey, Minnesota

Capital Improvement Program

2017 thru **2026**

PROJECTS BY YEAR & PRIORITY

Project Name	Department	Project #	Priority	Project Cost
2022				
Priority 3-Existing Obligation (Med)				
Universal Power Supply Replacement	Eqpt Replacement	*17-IT-008*	3	30,000
Replace 16R Siren	Eqpt Replacement	*CIVIL-16R*	3	22,785
Replace Tanker 11 (501)	Eqpt Replacement	*FIRE-501*	3	340,000
2022 Ford Explorer Relace 2018 Ford Explorer #3XX	Eqpt Replacement	*POL-368*	3	39,000
2022 Chev Tahoe Replace 2018 Chev Tahoe #3XX	Eqpt Replacement	*POL-369*	3	39,000
2022 Ford Explorer Replace 2016 Ford Explorer #363	Eqpt Replacement	*POL-370*	3	39,000
Replace 2004 Tree Spade	Eqpt Replacement	*PW-002*	3	44,500
Replace 2004 Mobile Pressure Washer	Eqpt Replacement	*PW-003*	3	7,200
Replace 2004 Pull Behind PTO Mower	Eqpt Replacement	*PW-004*	3	24,000
Replace 2004 Snow Thrower	Eqpt Replacement	*PW-005*	3	94,000
Replace 1999 John Deere Grader: Unit #603	Eqpt Replacement	*PW-603*	3	271,000
Replace 2007 Chevy Pickup Unit #664	Eqpt Replacement	*PW-664*	3	45,000
Replace 2007 Chevy Pickup: Unit #665	Eqpt Replacement	*PW-665*	3	30,000
Replace 2006 Tandem Axle Plow Truck Unit #668	Eqpt Replacement	*PW-668*	3	232,000
Reconstruction Streets-Autumn Heights & Variolite	Street Improvements	*17-STR-005*	3	3,325,000
2022 Overlay Projects	Street Improvements	*17-STR-006*	3	379,000
			Total for: Priority 3	4,961,485
Priority 4-New Addition (Med)				
Additional Land For Central Park	Park Improvements	*15-PARK-01*	4	250,000
Field Lighting - Central Park	Park Improvements	*17-PARK-006*	4	200,000
			Total for: Priority 4	450,000
	Total for 2022			5,411,485
2023				
Priority 3-Existing Obligation (Med)				
Core Switch Replacement	Eqpt Replacement	*17-IT-009*	3	52,000
Document Imaging Server Replacement	Eqpt Replacement	*17-IT-010*	3	8,000
Engineering Plotter Replacement	Eqpt Replacement	*17-IT-011*	3	10,000
Replace 15R Siren	Eqpt Replacement	*CIVIL-15R*	3	20,200
Replace 17R Siren	Eqpt Replacement	*CIVIL-17R*	3	20,200
Replace 1R Siren	Eqpt Replacement	*CIVIL-1R*	3	20,200
Replace Grass 11 (562)	Eqpt Replacement	*FIRE-505*	3	50,000
2023 Ford Explorer Replace 2019 Ford Explorer #3XX	Eqpt Replacement	*POL-377*	3	40,000
2022 Chev Tahoe Replace 2019 Chev Tahoe #3XX	Eqpt Replacement	*POL-378*	3	40,000
2022 Chev Tahoe Replace 2019 Chev Tahoe #3XX	Eqpt Replacement	*POL-379*	3	40,000
Reconstruction Streets-Nature View & Sorteberg 6th	Street Improvements	*17-STR-007*	3	1,132,000
2023 Overlay Projects	Street Improvements	*17-STR-008*	3	797,000
			Total for: Priority 3	2,229,600
Priority 4-New Addition (Med)				

Project Name	Department	Project #	Priority	Project Cost
Irrigation for Titterud Park	Park Improvements	*06-PARK-010*	4	76,000
			Total for: Priority 4	76,000
Priority 5-Opportunity/Unfunded/Placeholder				
Construct Well and Pumphouse #9	Water Utility	*16-WTR-002*	5	1,700,000
			Total for: Priority 5	1,700,000
	Total for 2023			4,005,600
2024				
Priority 3-Existing Obligation (Med)				
File Server Replacement	Eqpt Replacement	*17-IT-012*	3	7,500
Council Chamber, Fire 1/2, Park Ramp &P W Switch	Eqpt Replacement	*17-IT-013*	3	30,000
Public Works Utilities Switch	Eqpt Replacement	*17-IT-014*	3	7,000
Video Evidence Server Replacement	Eqpt Replacement	*17-IT-015*	3	27,000
Replace 10R Siren	Eqpt Replacement	*CIVIL-10R*	3	20,600
Replace 14R Siren	Eqpt Replacement	*CIVIL-14R*	3	20,600
Replace 3R Siren	Eqpt Replacement	*CIVIL-3R*	3	20,600
Replace 4R Siren	Eqpt Replacement	*CIVIL-4R*	3	20,600
Replace 5R Siren	Eqpt Replacement	*CIVIL-5R*	3	20,600
Replace 9R Siren	Eqpt Replacement	*CIVIL-9R*	3	20,600
Replace Rescue 11 (559)	Eqpt Replacement	*FIRE-564*	3	80,000
2024 Ford Explorer Replace 2020 Ford Explorer #3XX	Eqpt Replacement	*POL-380*	3	41,000
2024 Chev Tahoe Replace 2020 Chev Tahoe #3XX	Eqpt Replacement	*POL-381*	3	41,000
2024 Chev Impala Replace 2016 Chev Impala #364	Eqpt Replacement	*POL-382*	3	35,000
Replace 2004 Mobile Generator	Eqpt Replacement	*PW-006*	3	164,000
Reconstruction Streets-Rodeo Hills Est/Valley View	Street Improvements	*17-STR-009*	3	2,280,000
2024 Overlay Projects	Street Improvements	*17-STR-010*	3	333,000
			Total for: Priority 3	3,169,100
Priority 4-New Addition (Med)				
Rabbit Park Phase Two	Park Improvements	*06-PARK-012*	4	125,000
			Total for: Priority 4	125,000
	Total for 2024			3,294,100
2025				
Priority 3-Existing Obligation (Med)				
Administration Copier	Eqpt Replacement	*17-IT-016*	3	12,000
Builidng Copier	Eqpt Replacement	*17-IT-017*	3	9,000
Engineering Workroom Copier	Eqpt Replacement	*17-IT-018*	3	12,000
Email Server Replacement	Eqpt Replacement	*17-IT-019*	3	7,000
Replace Fire Chief Vehicle (564)	Eqpt Replacement	*FIRE-570*	3	60,000
2025 Ford Explorer Replace 2021 Ford Explorer #3XX	Eqpt Replacement	*POL-383*	3	42,000
2025 Ford Explorer Replace 2021 Ford Explorer #3XX	Eqpt Replacement	*POL-384*	3	42,000
2025 Ford Explorer Replace 2021 Ford Explorer #3XX	Eqpt Replacement	*POL-385*	3	42,000
Replace 2004 Tool Cat	Eqpt Replacement	*PW-645*	3	54,000
Reconstruction Streets -2025	Street Improvements	*17-STR-011*	3	2,830,000
2025 Overlay Projects	Street Improvements	*17-STR-012*	3	493,000
			Total for: Priority 3	3,603,000
Priority 4-New Addition (Med)				
Pedestrian Underpass-Alpine Dr	Park Improvements	*17-PARK-002*	4	750,000

Project Name	Department	Project #	Priority	Project Cost
			Total for: Priority 4	750,000
	Total for 2025			4,353,000

2026

Priority 2-New Addition (High)

Northfork North Trail Connection	Park Improvements	*17-PARK-007*	2	275,000
			Total for: Priority 2	275,000

Priority 3-Existing Obligation (Med)

Replace 11R Siren	Eqpt Replacement	*CIVIL-11R*	3	21,400
Replace 2R Siren	Eqpt Replacement	*CIVIL-2N*	3	21,400
Replace 6R Siren	Eqpt Replacement	*CIVIL-6N*	3	21,400
Replace 7R Siren	Eqpt Replacement	*CIVIL-7R*	3	21,400
2026 Ford Explorer Replace 2022 Ford Explorer #3	Eqpt Replacement	*POL-390*	3	43,000
2026 Chev Tahoe Replace 2022 Chev Tahoe #3XX	Eqpt Replacement	*POL-391*	3	43,000
2026 Chev Tahoe Replace 2022 Chev Tahoe #3XX	Eqpt Replacement	*POL-392*	3	43,000
Replace Paver, Trailer, Roller	Eqpt Replacement	*PW-660*	3	90,000
Reconstruction Streets - 2026	Street Improvements	*17-STR-013*	3	3,422,000
2026 Overlay Projects	Street Improvements	*17-STR-014*	3	508,000
			Total for: Priority 3	4,234,600

Priority 5-Opportunity/Unfunded/Placeholder

Community Center Construction	Municipal Buildings	*04-BLDG-002*	5	20,000,000
Old Town Hall Restoration	Municipal Buildings	*08-BLDG-005*	5	221,300
Acquire outlots "A" in Rivers Bluff and Reilly Est	Site Acquisitions	*06-ACQ-002*	5	20,000
Alpaca Estates Outlot	Site Acquisitions	*08-ACQ-002*	5	35,000
Whispering Pines Estates Plat 2 Storm Sewer	Stormwater Utility	*11-STM-003*	5	330,000
River Pines Lift Station Street Connection	Street Improvements	*08-STR-005*	5	55,000
			Total for: Priority 5	20,661,300
	Total for 2026			25,170,900

GRAND TOTAL **126,046,566**

City of Ramsey, Minnesota

Capital Improvement Program

2017 thru **2026**

PROJECTS & FUNDING SOURCES BY CATEGORY

Category		2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Capital Impr Bonding Projects												
Public Works Campus Building Improvements	06-BLDG-001		13,906,500									*13,906,500*
Facility Fund			*1,000,000*									*1,000,000*
GO CIP Bonding			*9,275,000*									*9,275,000*
Recycling Utility Fund			*200,000*									*200,000*
Sewer Utility Fund			*1,715,750*									*1,715,750*
Water Utility Fund			*1,715,750*									*1,715,750*
Capital Impr Bonding Projects Total			13,906,500									*13,906,500*
Eqpt Replacement												
Replace File Server	15-IT-001	7,500										*7,500*
Capital Equipment Certificates		*3,750*										*3,750*
Equipment Revolving Fund		*3,750*										*3,750*
Discovery Recovery Server	15-IT-002				11,000							*11,000*
Capital Equipment Certificates					*5,500*							*5,500*
Equipment Revolving Fund					*5,500*							*5,500*
Replace Email Server	15-IT-003		7,500									*7,500*
Capital Equipment Certificates			*3,750*									*3,750*
Equipment Revolving Fund			*3,750*									*3,750*
Police Copier - File Room	17-IT-004					14,000						*14,000*
Capital Equipment Certificates						*7,000*						*7,000*
Equipment Revolving Fund						*7,000*						*7,000*
Police Copier - Patrol	17-IT-005					10,000						*10,000*
Capital Equipment Certificates						*5,000*						*5,000*
Equipment Revolving Fund						*5,000*						*5,000*
Utility Server	17-IT-006					8,000						*8,000*
Capital Equipment Certificates						*4,000*						*4,000*

Category		2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Equipment Revolving Fund						*4,000*						*4,000*
Weblink Server Replacement	17-IT-007					8,000						*8,000*
Capital Equipment Certificates						*4,000*						*4,000*
Equipment Revolving Fund						*4,000*						*4,000*
Universal Power Supply Replacement	17-IT-008						30,000					*30,000*
General Fund							*30,000*					*30,000*
Core Switch Replacement	17-IT-009							52,000				*52,000*
General Fund								*52,000*				*52,000*
Document Imaging Server Replacement	17-IT-010							8,000				*8,000*
General Fund								*8,000*				*8,000*
Engineering Plotter Replacement	17-IT-011							10,000				*10,000*
General Fund								*10,000*				*10,000*
File Server Replacement	17-IT-012								7,500			*7,500*
General Fund									*7,500*			*7,500*
Council Chamber, Fire 1/2, Park Ramp &P W Switch	17-IT-013								30,000			*30,000*
General Fund									*30,000*			*30,000*
Public Works Utilities Switch	17-IT-014								7,000			*7,000*
General Fund									*7,000*			*7,000*
Video Evidence Server Replacement	17-IT-015								27,000			*27,000*
General Fund									*27,000*			*27,000*
Administration Copier	17-IT-016									12,000		*12,000*
General Fund										*12,000*		*12,000*
Builidng Copier	17-IT-017									9,000		*9,000*
General Fund										*9,000*		*9,000*
Engineering Workroom Copier	17-IT-018									12,000		*12,000*
General Fund										*12,000*		*12,000*
Email Server Replacement	17-IT-019									7,000		*7,000*
General Fund										*7,000*		*7,000*
Replace Ford Taurus - 403	ADMIN-403		29,000									*29,000*
Fleet Vehicles			*29,000*									*29,000*
Replace 2006 Ford Taurus	ADMIN-404		29,000									*29,000*
Fleet Vehicles			*29,000*									*29,000*
Replace 2005 Chevy Colorado	BUILD-401			23,000								*23,000*
Capital Equipment Certificates				*11,500*								*11,500*
Equipment Revolving Fund				*11,500*								*11,500*
Replace 2006 Ford Taurus	BUILD-405		29,000									*29,000*
Capital Equipment Certificates			*14,500*									*14,500*
Equipment Revolving Fund			*14,500*									*14,500*

Category		2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Replace 2006 Ford Taurus	BUILD-406			29,000								*29,000*
Capital Equipment Certificates				*14,500*								*14,500*
Equipment Revolving Fund				*14,500*								*14,500*
Replace 10R Siren	CIVIL-10R								20,600			*20,600*
General Fund									*20,600*			*20,600*
Replace 11R Siren	CIVIL-11R										21,400	*21,400*
General Fund											*21,400*	*21,400*
Replace 14R Siren	CIVIL-14R								20,600			*20,600*
General Fund									*20,600*			*20,600*
Replace 15R Siren	CIVIL-15R							20,200				*20,200*
General Fund								*20,200*				*20,200*
Replace 16R Siren	CIVIL-16R						22,785					*22,785*
General Fund							*22,785*					*22,785*
Replace 17R Siren	CIVIL-17R							20,200				*20,200*
General Fund								*20,200*				*20,200*
Replace 1R Siren	CIVIL-1R							20,200				*20,200*
General Fund								*20,200*				*20,200*
Replace 2R Siren	CIVIL-2N										21,400	*21,400*
General Fund											*21,400*	*21,400*
Replace 3R Siren	CIVIL-3R								20,600			*20,600*
General Fund									*20,600*			*20,600*
Replace 4R Siren	CIVIL-4R								20,600			*20,600*
General Fund									*20,600*			*20,600*
Replace 5R Siren	CIVIL-5R								20,600			*20,600*
General Fund									*20,600*			*20,600*
Replace 6R Siren	CIVIL-6N										21,400	*21,400*
General Fund											*21,400*	*21,400*
Replace 7R Siren	CIVIL-7R										21,400	*21,400*
General Fund											*21,400*	*21,400*
Replace 9R Siren	CIVIL-9R								20,600			*20,600*
General Fund									*20,600*			*20,600*
Replace Tanker 11 (501)	FIRE-501						340,000					*340,000*
General Fund							*340,000*					*340,000*
Replace Engine 11 (556)	FIRE-503				275,000	275,000						*550,000*
Capital Equipment Certificates					*137,500*	*137,500*						*275,000*
Equipment Revolving Fund					*137,500*	*137,500*						*275,000*
Replace Grass 21 (504)	FIRE-504		45,000									*45,000*
Capital Equipment Certificates			*22,500*									*22,500*
Equipment Revolving Fund			*22,500*									*22,500*

Category		2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Replace Grass 11 (562)	FIRE-505							50,000				*50,000*
General Fund								*50,000*				*50,000*
Replace Fire Prevention Vehicle (566)	FIRE-506			40,000								*40,000*
Capital Equipment Certificates				*20,000*								*20,000*
Equipment Revolving Fund				*20,000*								*20,000*
800 MHZ Radio Replacements	FIRE-551	56,900										*56,900*
Capital Equipment Certificates		*28,450*										*28,450*
Equipment Revolving Fund		*28,450*										*28,450*
Replace Rescue 11 (559)	FIRE-564								80,000			*80,000*
General Fund									*80,000*			*80,000*
Replacement of all SCBA's	FIRE-566		100,000	100,000								*200,000*
Capital Equipment Certificates			*50,000*	*50,000*								*100,000*
Equipment Revolving Fund			*50,000*	*50,000*								*100,000*
Replace Duty Officer Truck (563)	FIRE-567	40,000										*40,000*
Capital Equipment Certificates		*20,000*										*20,000*
Equipment Revolving Fund		*20,000*										*20,000*
Replace Fire Chief Vehicle (564)	FIRE-569	50,000										*50,000*
Capital Equipment Certificates		*25,000*										*25,000*
Equipment Revolving Fund		*25,000*										*25,000*
Replace Fire Chief Vehicle (564)	FIRE-570									60,000		*60,000*
General Fund										*60,000*		*60,000*
2017 Chev Caprice Replace 2012 Chev Caprice #323	POL-323	29,000										*29,000*
Capital Equipment Certificates		*14,500*										*14,500*
Equipment Revolving Fund		*14,500*										*14,500*
2018 Chev Caprice - Replace 2013 Chev Caprice #331	POL-331		30,000									*30,000*
Capital Equipment Certificates			*15,000*									*15,000*
Equipment Revolving Fund			*15,000*									*15,000*
2018 Chev Tahoe to Replace 2013 Chev Tahoe #332	POL-332		35,000									*35,000*
Capital Equipment Certificates			*17,500*									*17,500*
Equipment Revolving Fund			*17,500*									*17,500*
2017 Chev Tahoe to Replace 2013 Chev Tahoe #333	POL-333	34,000										*34,000*
Capital Equipment Certificates		*17,000*										*17,000*
Equipment Revolving Fund		*17,000*										*17,000*
2021 Chev Impala Replace 2013 Chev Malibu #334	POL-334					32,000						*32,000*
Capital Equipment Certificates						*16,000*						*16,000*

Category		2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Equipment Revolving Fund						*16,000*						*16,000*
2021 Ford Explorer Replace 2016 Ford Explorer #351	POL-335					38,000						*38,000*
Capital Equipment Certificates						*19,000*						*19,000*
Equipment Revolving Fund						*19,000*						*19,000*
2019 Chev Caprice to Replac 2014 Chev Caprice #341	POL-341			31,000								*31,000*
Capital Equipment Certificates				*15,500*								*15,500*
Equipment Revolving Fund				*15,500*								*15,500*
2019 Chev Caprice to Replac 2014 Chev Caprice #342	POL-342			31,000								*31,000*
Capital Equipment Certificates				*15,500*								*15,500*
Equipment Revolving Fund				*15,500*								*15,500*
2019 Chev Tahoe to Replace Chev Tahoe #343	POL-343			36,000								*36,000*
Capital Equipment Certificates				*18,000*								*18,000*
Equipment Revolving Fund				*18,000*								*18,000*
800 MHZ Radio Replacement	POL-355	51,906										*51,906*
Capital Equipment Certificates		*25,953*										*25,953*
Equipment Revolving Fund		*25,953*										*25,953*
2020 Ford Explorer Replace 2005 F150 #359	POL-359				37,000							*37,000*
Capital Equipment Certificates					*18,500*							*18,500*
Equipment Revolving Fund					*18,500*							*18,500*
2021 Ford Explorer Replace 2018 Chev Caprice #3XX	POL-366					38,000						*38,000*
Capital Equipment Certificates						*19,000*						*19,000*
Equipment Revolving Fund						*19,000*						*19,000*
2021 Chev Tahoe Replace 2018 Chev Tahoe #3XX	POL-367					38,000						*38,000*
Capital Equipment Certificates						*19,000*						*19,000*
Equipment Revolving Fund						*19,000*						*19,000*
2022 Ford Explorer Relace 2018 Ford Explorer #3XX	POL-368						39,000					*39,000*
General Fund							*39,000*					*39,000*
2022 Chev Tahoe Replace 2018 Chev Tahoe #3XX	POL-369						39,000					*39,000*
General Fund							*39,000*					*39,000*
2022 Ford Explorer Replace 2016 Ford Explorer #363	POL-370						39,000					*39,000*
General Fund							*39,000*					*39,000*

Category		2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
2020 Chev Caprice - Replace2017 Chev Caprice #371	POL-371				32,000							*32,000*
Capital Equipment Certificates					*16,000*							*16,000*
Equipment Revolving Fund					*16,000*							*16,000*
2020 Chev Tahoe Replace 2016 Chev Tahoe #361	POL-372				37,000							*37,000*
Capital Equipment Certificates					*18,500*							*18,500*
Equipment Revolving Fund					*18,500*							*18,500*
2017 Chevy Impala Replace 2007 Chevy Impala #375	POL-375	28,000										*28,000*
Capital Equipment Certificates		*14,000*										*14,000*
Equipment Revolving Fund		*14,000*										*14,000*
2019 Chev Impala to Replace 2007 Lincoln #376	POL-376			29,000								*29,000*
Capital Equipment Certificates				*14,500*								*14,500*
Equipment Revolving Fund				*14,500*								*14,500*
2023 Ford Explorer Replace 2019 Ford Explorer #3XX	POL-377							40,000				*40,000*
General Fund								*40,000*				*40,000*
2022 Chev Tahoe Replace 2019 Chev Tahoe #3XX	POL-378							40,000				*40,000*
General Fund								*40,000*				*40,000*
2022 Chev Tahoe Replace 2019 Chev Tahoe #3XX	POL-379							40,000				*40,000*
General Fund								*40,000*				*40,000*
2024 Ford Explorer Replace 2020 Ford Explorer #3XX	POL-380								41,000			*41,000*
General Fund									*41,000*			*41,000*
2024 Chev Tahoe Replace 2020 Chev Tahoe #3XX	POL-381								41,000			*41,000*
General Fund									*41,000*			*41,000*
2024 Chev Impala Replace 2016 Chev Impala #364	POL-382								35,000			*35,000*
General Fund									*35,000*			*35,000*
2025 Ford Explorer Replace 2021 Ford Explorer #3XX	POL-383									42,000		*42,000*
General Fund										*42,000*		*42,000*
2025 Ford Explorer Replace 2021 Ford Explorer #3XX	POL-384									42,000		*42,000*
General Fund										*42,000*		*42,000*
2025 Ford Explorer Replace 2021 Ford Explorer #3XX	POL-385									42,000		*42,000*

Category		2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
General Fund										*42,000*		*42,000*
2026 Ford Explorer Replace 2022 Ford Explorer #3	POL-390										43,000	*43,000*
General Fund											*43,000*	*43,000*
2026 Chev Tahoe Replace 2022 Chev Tahoe #3XX	POL-391										43,000	*43,000*
General Fund											*43,000*	*43,000*
2026 Chev Tahoe Replace 2022 Chev Tahoe #3XX	POL-392										43,000	*43,000*
General Fund											*43,000*	*43,000*
Replace 2004 Tree Spade	PW-002						44,500					*44,500*
General Fund							*44,500*					*44,500*
Replace 2004 Mobile Pressure Washer	PW-003						7,200					*7,200*
General Fund							*7,200*					*7,200*
Replace 2004 Pull Behind PTO Mower	PW-004						24,000					*24,000*
General Fund							*24,000*					*24,000*
Replace 2004 Snow Thrower	PW-005						94,000					*94,000*
General Fund							*94,000*					*94,000*
Replace 2004 Mobile Generator	PW-006								164,000			*164,000*
Equipment Revolving Fund									*164,000*			*164,000*
Replace Mobile Air Compressor	PW-016			65,000								*65,000*
Capital Equipment Certificates				*32,500*								*32,500*
Equipment Revolving Fund				*32,500*								*32,500*
Replace Engr Veh #402 With 2017 GMC Sierra	PW-402			35,000								*35,000*
Capital Equipment Certificates				*17,500*								*17,500*
Equipment Revolving Fund				*17,500*								*17,500*
Replace Engr Car #407 With Chevy Impala	PW-407				28,000							*28,000*
Capital Equipment Certificates					*14,000*							*14,000*
Equipment Revolving Fund					*14,000*							*14,000*
Replace 1999 John Deere Grader: Unit #603	PW-603						271,000					*271,000*
General Fund							*271,000*					*271,000*
Replace 1991 Chipper: Unit #619	PW-619					22,000						*22,000*
Capital Equipment Certificates						*11,000*						*11,000*
Equipment Revolving Fund						*11,000*						*11,000*
Replace 1998 Mule: Unit #622	PW-622		18,000									*18,000*
Capital Equipment Certificates			*9,000*									*9,000*
Equipment Revolving Fund			*9,000*									*9,000*

Category		2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Replace 2001 Case Backhoe: Unit #634	PW-634			78,000								*78,000*
Capital Equipment Certificates				*39,000*								*39,000*
Equipment Revolving Fund				*39,000*								*39,000*
Replace 2001 John Deere Mower: Unit #635	PW-635					25,000						*25,000*
Capital Equipment Certificates						*12,500*						*12,500*
Equipment Revolving Fund						*12,500*						*12,500*
Replace-2002 Snowplow Truck: Unit #636	PW-636		191,000									*191,000*
Capital Equipment Certificates			*95,500*									*95,500*
Equipment Revolving Fund			*95,500*									*95,500*
Replace 2002 3/4 Ton Truck 4x4: Unit #637	PW-637		45,000									*45,000*
Capital Equipment Certificates			*22,500*									*22,500*
Equipment Revolving Fund			*22,500*									*22,500*
Replace 2003 Kawasaki: Unit #639	PW-639		18,000									*18,000*
Capital Equipment Certificates			*9,000*									*9,000*
Equipment Revolving Fund			*9,000*									*9,000*
Replace Elgin Sweeper: Unit #642 (Storm Wtr)	PW-642		205,000									*205,000*
Storm Water Utility Fund			*205,000*									*205,000*
Replace-2004 Snowplow Truck: Unit #644	PW-644		191,000									*191,000*
Capital Equipment Certificates			*95,500*									*95,500*
Equipment Revolving Fund			*95,500*									*95,500*
Replace 2004 Tool Cat	PW-645									54,000		*54,000*
General Fund										*54,000*		*54,000*
Replace 2005 3/4 Ton Truck 4x4 W/Plow Unit # 651	PW-651		47,000									*47,000*
Sewer Utility Fund			*23,500*									*23,500*
Water Utility Fund			*23,500*									*23,500*
Replace 2005 Utility Truck: Unit #652	PW-652	50,000										*50,000*
Sewer Utility Fund		*25,000*										*25,000*
Water Utility Fund		*25,000*										*25,000*
Replace 3/4 Ton 4x4 Truck; Unit #653	PW-653		43,000									*43,000*
Capital Equipment Certificates			*21,500*									*21,500*
Equipment Revolving Fund			*21,500*									*21,500*
Replace 2006 3/4 Ton Truck 2x4 Unit #654	PW-654				22,000							*22,000*
Capital Equipment Certificates					*11,000*							*11,000*

Category		2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Equipment Revolving Fund					*11,000*							*11,000*
Replace Sidewalk Machine: Unit #655	PW-655				128,000							*128,000*
Capital Equipment Certificates					*64,000*							*64,000*
Equipment Revolving Fund					*64,000*							*64,000*
800 MHZ Radio Replacement	PW-659	6,800										*6,800*
Capital Equipment Certificates		*2,550*										*2,550*
Equipment Revolving Fund		*2,550*										*2,550*
Water Utility Fund		*1,700*										*1,700*
Replace Paver, Trailer, Roller	PW-660										90,000	*90,000*
Equipment Revolving Fund											*90,000*	*90,000*
Replace 2006 Tandem Axle Plow Truck: Unit #662	PW-662					230,000						*230,000*
Capital Equipment Certificates						*115,000*						*115,000*
Equipment Revolving Fund						*115,000*						*115,000*
Replace 2007 Chevy Pickup Unit #664	PW-664						45,000					*45,000*
General Fund							*45,000*					*45,000*
Replace 2007 Chevy Pickup: Unit #665	PW-665						30,000					*30,000*
General Fund							*30,000*					*30,000*
Replace 2007 3/4 Ton Pick-Up: Unit #667	PW-667			43,000								*43,000*
Water Utility Fund				*43,000*								*43,000*
Replace 2006 Tandem Axle Plow Truck Unit #668	PW-668						232,000					*232,000*
Equipment Revolving Fund							*232,000*					*232,000*
Replace 2007 International Water Truck: Unit#669	PW-669				130,000							*130,000*
Capital Equipment Certificates					*32,500*							*32,500*
Equipment Revolving Fund					*32,500*							*32,500*
Storm Water Utility Fund					*65,000*							*65,000*
Replace Zero Turn Mower: Unit #670	PW-670		12,000									*12,000*
Capital Equipment Certificates			*6,000*									*6,000*
Equipment Revolving Fund			*6,000*									*6,000*
Replace 2008 Bobcat Skidster: Unit #671	PW-671			48,000								*48,000*
Capital Equipment Certificates				*24,000*								*24,000*
Equipment Revolving Fund				*24,000*								*24,000*
Replace 2014 Ex Mark Mower: Unit #683	PW-691			12,600								*12,600*
Capital Equipment Certificates				*6,300*								*6,300*
Equipment Revolving Fund				*6,300*								*6,300*

Category		2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Replace 2014 Ex Mark Mower: Unit #684	PW-692			12,600								*12,600*
Capital Equipment Certificates				*6,300*								*6,300*
Equipment Revolving Fund				*6,300*								*6,300*
Replace 2014 Ex Mark Mower: Unit #685	PW-693			12,600								*12,600*
Capital Equipment Certificates				*6,300*								*6,300*
Equipment Revolving Fund				*6,300*								*6,300*
Replace 2013 Toro Wide Area Mower: Unit #679	PW-697				95,000							*95,000*
Capital Equipment Certificates					*47,500*							*47,500*
Equipment Revolving Fund					*47,500*							*47,500*
New Velocity Patcher	PW-700		250,000									*250,000*
Capital Equipment Certificates			*125,000*									*125,000*
Equipment Revolving Fund			*125,000*									*125,000*
New 1-Ton Pickup with Box and Plow	PW-701		48,000									*48,000*
Capital Equipment Certificates			*24,000*									*24,000*
Equipment Revolving Fund			*24,000*									*24,000*
New Electric Utility Vehicle	PW-702			35,000								*35,000*
Capital Equipment Certificates				*17,500*								*17,500*
Equipment Revolving Fund				*17,500*								*17,500*
New 1-Ton Pickup With Box & Plow Equipment	PW-703				50,000							*50,000*
Capital Equipment Certificates					*25,000*							*25,000*
Equipment Revolving Fund					*25,000*							*25,000*
New Programmable Message Board	TE-001		19,000									*19,000*
Capital Equipment Certificates			*9,500*									*9,500*
Equipment Revolving Fund			*9,500*									*9,500*
Eqpt Replacement Total		354,106	1,391,500	660,800	845,000	738,000	1,257,485	300,600	556,100	280,000	304,600	*6,688,191*

Municipal Buildings

Community Center Construction	04-BLDG-002										20,000,000	*20,000,000*
To Be Determined											*20,000,000*	*20,000,000*
Old Town Hall Restoration	08-BLDG-005										221,300	*221,300*
To Be Determined											*221,300*	*221,300*
Sprinkler System @ Fire Station #1	10-BLDG-004				25,000							*25,000*
Facility Fund					*25,000*							*25,000*
Municipal Buildings Total					25,000						20,221,300	*20,246,300*

Category		2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Park Improvements												
Elmcrest Park & The Draw Park Entrance & Signage	04-PARK-003	80,000										*80,000*
Park Improvement Trust Fund		*80,000*										*80,000*
Ford Brook Park Playground Equipment	04-PARK-006				70,000							*70,000*
City of Nowthen					*20,000*							*20,000*
Park Improvement Trust Fund					*50,000*							*50,000*
Drinking Fountains/Misting Station	06-PARK-002	8,000										*8,000*
Park Improvement Trust Fund		*8,000*										*8,000*
Irrigation for Titterud Park	06-PARK-010							76,000				*76,000*
Park Improvement Trust Fund								*76,000*				*76,000*
Observation boardwalk - Lake Itasca	06-PARK-011		60,000									*60,000*
Lawful Gambling Fund			*60,000*									*60,000*
Rabbit Park Phase Two	06-PARK-012								125,000			*125,000*
Park Improvement Trust Fund									*125,000*			*125,000*
Observation deck on the Mississippi E of Dolomite	06-PARK-015				85,000							*85,000*
Lawful Gambling Fund					*85,000*							*85,000*
Trail Connections	06-PARK-019	250,000			200,000							*450,000*
Grants/Outside Sources		*150,000*										*150,000*
Park Improvement Trust Fund		*100,000*			*200,000*							*300,000*
Mississippi River Trail -West End	08-PARK-002	1,519,200										*1,519,200*
Grants/Outside Sources		*868,200*										*868,200*
Park Improvement Trust Fund		*651,000*										*651,000*
Park Development in the COR	08-PARK-005	1,200,000										*1,200,000*
Park Improvement Trust Fund		*1,200,000*										*1,200,000*
The Draw Grates	12-PARK-006	10,000										*10,000*
Storm Water Utility Fund		*10,000*										*10,000*
McKinley Trail Connection to Anoka	12-PARK-008				50,000							*50,000*
City of Anoka					*25,000*							*25,000*
Park Improvement Trust Fund					*25,000*							*25,000*
Additional Land For Central Park	15-PARK-01						250,000					*250,000*
Park Improvement Trust Fund							*250,000*					*250,000*
Alpine Park - Replace Fencing & Add Dugouts	17-PARK-001	125,000										*125,000*
Grants/Outside Sources		*50,000*										*50,000*
Park Improvement Trust Fund		*75,000*										*75,000*
Pedestrian Underpass-Alpine Dr	17-PARK-002									750,000		*750,000*
Park Improvement Trust Fund										*750,000*		*750,000*

Category		2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Replace Fencing & Dugouts (#5-7)-Central Park	17-PARK-004		75,000									*75,000*
Grants/Outside Sources			*50,000*									*50,000*
Park Improvement Trust Fund			*25,000*									*25,000*
Dog Park Shelter-Alpine Park	17-PARK-005		58,000									*58,000*
Grants/Outside Sources			*20,000*									*20,000*
Landfill Trust Fund			*38,000*									*38,000*
Field Lighting - Central Park	17-PARK-006						200,000					*200,000*
Grants/Outside Sources							*50,000*					*50,000*
Lawful Gambling Fund							*150,000*					*150,000*
Northfork North Trail Connection	17-PARK-007										275,000	*275,000*
Park Improvement Trust Fund											*275,000*	*275,000*
Park Improvements Total		3,192,200	193,000		405,000		450,000	76,000	125,000	750,000	275,000	*5,466,200*
Sewer Utility												
Abandon Liftstation Wildlife Sanctuary	04-SEW-001				352,000							*352,000*
Sewer Utility Fund					*352,000*							*352,000*
Abandon Lift Station River Pines	08-SEW-004				45,000							*45,000*
Sewer Utility Fund					*45,000*							*45,000*
Fire Station 1 Sanitary Sewer Service	12-SEW-002				60,000							*60,000*
Sewer Utility Fund					*60,000*							*60,000*
Sewer Utility Total					457,000							*457,000*
Site Acquisitions												
Acquire outlots "A" in Rivers Bluff and Reilly Est	06-ACQ-002										20,000	*20,000*
Park Improvement Trust Fund											*20,000*	*20,000*
Alpaca Estates Outlot	08-ACQ-002										35,000	*35,000*
Park Improvement Trust Fund											*35,000*	*35,000*
Site Acquisitions Total											55,000	*55,000*
Stormwater Utility												
COR Bunker Lake Blvd (Armstrong to Ramsey Blvd)	04-STRM-011				530,000							*530,000*
Storm Water Utility Fund					*530,000*							*530,000*
Whispering Pines Estates Plat 2 Storm Sewer	11-STM-003										330,000	*330,000*
Storm Water Utility Fund											*330,000*	*330,000*

Category		2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Stormwater Drainage Improvements	12-STRM-001			350,000								*350,000*
Storm Water Utility Fund				*350,000*								*350,000*
COR Regional Infiltration Basin	16-STM-002	986,000										*986,000*
Storm Water Management Fund		*493,000*										*493,000*
Storm Water Utility Fund		*493,000*										*493,000*
Riverdale Drive Extension Traprock-Ramsey Blvd	16-STM-003	118,120										*118,120*
Storm Water Utility Fund		*118,120*										*118,120*
Stormwater Utility Total		1,104,120		350,000	530,000						330,000	*2,314,120*
Street Improvements												
Zeolite Roadway Improvements	04-STR-012					400,000						*400,000*
Tax Increment Fund #2						*400,000*						*400,000*
COR Bunker Lake Blvd (Armstrong to Ramsey Blvd)	04-STR-014				3,650,000							*3,650,000*
Tax Increment Fund #2					*3,650,000*							*3,650,000*
River Pines Lift Station Street Connection	08-STR-005										55,000	*55,000*
Public Improvement Revolving Fund											*55,000*	*55,000*
Bunker Lake Blvd Sunwood Drive Signal	12-STR-001					350,000						*350,000*
MSA						*350,000*						*350,000*
Riverdale Drive Extension: Traprock to Ramsey Blvd	15-STR-001	1,111,905										*1,111,905*
MSA		*1,111,905*										*1,111,905*
Sunwood Drive Roundabout Landscaping	15-STR-003			20,000								*20,000*
Public Improvement Revolving Fund				*20,000*								*20,000*
Reconstruction of Streets-Ford Brook Estates	15-STR-006			780,400								*780,400*
GO Bonding (Road Funding)				*423,600*								*423,600*
Special Assessment - Bonded				*195,100*								*195,100*
Storm Water Utility Fund				*161,700*								*161,700*
Alpine Drive Reconstruction	15-STR-007	793,600										*793,600*
GO Bonding (Road Funding)		*711,600*										*711,600*
Storm Water Utility Fund		*82,000*										*82,000*
Reconstruction Streets Stanhope Terr & North Forty	15-STR-008		1,750,000									*1,750,000*
GO Bonding (Road Funding)			*914,300*									*914,300*
Special Assessment - Bonded			*437,500*									*437,500*

Category		2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Storm Water Utility Fund			*398,200*									*398,200*
2017 Overlay Projects	15-STR-010	353,800										*353,800*
GO Bonding (Road Funding)		*265,350*										*265,350*
Special Assessment - Bonded		*88,450*										*88,450*
2018 Overlay Projects	15-STR-011		753,700									*753,700*
GO Bonding (Road Funding)			*565,275*									*565,275*
Special Assessment - Bonded			*188,425*									*188,425*
2019 Overlay Projects	15-STR-012			612,200								*612,200*
GO Bonding (Road Funding)				*459,150*								*459,150*
Special Assessment - Bonded				*153,050*								*153,050*
Ramsey Blvd RR Underpass	16-STR-002		22,000,000	0								*22,000,000*
Grants/Outside Sources			*20,000,000*	*0*								*20,000,000*
MSA			*2,000,000*									*2,000,000*
North Hwy 10 Frontage Road-Ramsey to SLB	16-STR-003			7,000,000	5,900,000							*12,900,000*
Grants/Outside Sources				*6,355,000*	*5,900,000*							*12,255,000*
Public Improvement Revolving Fund				*645,000*								*645,000*
South Hwy 10 Frontage Rd-SLB to Anoka	16-STR-004				2,000,000	700,000						*2,700,000*
Grants/Outside Sources					*1,285,000*	*700,000*						*1,985,000*
Public Improvement Revolving Fund					*715,000*							*715,000*
Reconstruction of Streets-Barthels Rum River Acres	17-STR-001				3,553,400							*3,553,400*
GO Bonding (Road Funding)					*2,665,050*							*2,665,050*
Special Assessment - Bonded					*888,350*							*888,350*
2020 Overlay Projects	17-STR-002				539,000							*539,000*
GO Bonding (Road Funding)					*394,250*							*394,250*
Special Assessment - Bonded					*134,750*							*134,750*
Storm Water Utility Fund					*10,000*							*10,000*
Reconstruction of Streets: Riverdale Drive	17-STR-003					3,445,000						*3,445,000*
GO Bonding (Road Funding)						*2,053,750*						*2,053,750*
MSA						*500,000*						*500,000*
Special Assessment - Bonded						*736,250*						*736,250*
Storm Water Utility Fund						*155,000*						*155,000*
2021 Overlay Projects	17-STR-004					347,000						*347,000*
GO Bonding (Road Funding)						*250,250*						*250,250*
Special Assessment - Bonded						*86,750*						*86,750*
Storm Water Utility Fund						*10,000*						*10,000*

Category		2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Reconstruction Streets-Autumn Heights & Variolite	17-STR-005						3,325,000					*3,325,000*
GO Bonding (Road Funding)							*2,118,750*					*2,118,750*
MSA							*500,000*					*500,000*
Special Assessment - Bonded							*706,250*					*706,250*
2022 Overlay Projects	17-STR-006						379,000					*379,000*
GO Bonding (Road Funding)							*284,250*					*284,250*
Special Assessment - Bonded							*94,750*					*94,750*
Reconstruction Streets-Nature View & Sorteberg 6th	17-STR-007							1,132,000				*1,132,000*
GO Bonding (Road Funding)								*849,000*				*849,000*
Special Assessment - Bonded								*283,000*				*283,000*
2023 Overlay Projects	17-STR-008							797,000				*797,000*
GO Bonding (Road Funding)								*597,750*				*597,750*
Special Assessment - Bonded								*199,250*				*199,250*
Reconstruction Streets-Rodeo Hills Est/Valley View	17-STR-009								2,280,000			*2,280,000*
GO Bonding (Road Funding)									*1,710,000*			*1,710,000*
Special Assessment - Bonded									*570,000*			*570,000*
2024 Overlay Projects	17-STR-010								333,000			*333,000*
GO Bonding (Road Funding)									*249,750*			*249,750*
Special Assessment - Bonded									*83,250*			*83,250*
Reconstruction Streets -2025	17-STR-011									2,830,000		*2,830,000*
GO Bonding (Road Funding)										*2,122,500*		*2,122,500*
Special Assessment - Bonded										*707,500*		*707,500*
2025 Overlay Projects	17-STR-012									493,000		*493,000*
GO Bonding (Road Funding)										*369,750*		*369,750*
Special Assessment - Bonded										*123,250*		*123,250*
Reconstruction Streets - 2026	17-STR-013										3,422,000	*3,422,000*
GO Bonding (Road Funding)											*2,566,500*	*2,566,500*
Special Assessment - Bonded											*855,500*	*855,500*
2026 Overlay Projects	17-STR-014										508,000	*508,000*
GO Bonding (Road Funding)											*381,000*	*381,000*
Special Assessment - Bonded											*127,000*	*127,000*
COR Pavement Striping	17-STR-015	80,000										*80,000*
Public Improvement Revolving Fund		*80,000*										*80,000*
Street Improvements Total		2,339,305	24,503,700	8,412,600	15,642,400	5,242,000	3,704,000	1,929,000	2,613,000	3,323,000	3,985,000	*71,694,005*

Street Light Utility

Category		2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Riverdale Drive Extension Lighting	16-STLT-001	275,000										*275,000*
Street Light Utility Fund		*275,000*										*275,000*
Street Light Utility Total		275,000										*275,000*
Water Utility												
Complete Pump House 3	04-WTR-005		60,000									*60,000*
Water Utility Fund			*60,000*									*60,000*
The COR Bunker Lake Blvd (Armstrong - Ramsey Blvd)	04-WTR-009				340,000							*340,000*
Water Utility Fund					*340,000*							*340,000*
Watermain Looping: (Ramsey Blvd to Traprock St.)	04-WTR-018	129,250										*129,250*
Water Utility Fund		*129,250*										*129,250*
River Pines Lift Station Water Connection	08-WTR-003				20,000							*20,000*
Water Utility Fund					*20,000*							*20,000*
Fire Station #1 Extension of Water	11-WTR-003				55,000							*55,000*
Water Utility Fund					*55,000*							*55,000*
Watermain Sunfish Lk Blvd	12-WTR-001				450,000							*450,000*
Water Utility Fund					*450,000*							*450,000*
Refurbish Water Tower #2	14-WTR-001	1,300,000										*1,300,000*
Water Utility Fund		*1,300,000*										*1,300,000*
Refurbish Water Tower #1	14-WTR-002		700,000									*700,000*
Water Utility Fund			*700,000*									*700,000*
Emergency Power Supply for Well #3	16-WTR-001	115,000										*115,000*
Water Utility Fund		*115,000*										*115,000*
Construct Well and Pumphouse #9	16-WTR-002				75,000			1,700,000				*1,775,000*
Water Utility Fund					*75,000*			*1,700,000*				*1,775,000*
Water Utility Total		1,544,250	760,000		940,000			1,700,000				*4,944,250*
GRAND TOTAL		8,808,981	40,754,700	9,423,400	18,844,400	5,980,000	5,411,485	4,005,600	3,294,100	4,353,000	25,170,900	*126,046,566*

PROJECT DETAILS

Project #	08-PARK-002
Project Name	Mississippi River Trail -West End

Department	Park Improvements
Contact	
Type	Improvement
Useful Life	20 Years
Category	Park Improvement
Priority	1-Existing Obligation (High)
Status	Active

Total Cost $1,519,200

Description

This project will complete the off-road Mississippi River Trail (MRT) in Ramsey, by the construction of the segment between the Armstrong Boulevard Interchange and City Limits with Elk River within the ROW of Hwy #10.

Construction costs are estimated up to $868,200 in Federal funding as part of a trail grant in the amount of $1,120,000 (for two phases of the MRT), with the local match of less than $396,000 from the Park Trust Fund. Contracted Engineering and Administration will be required for this project at an estimated cost of $255,000, also from the Park Trust Fund, and is not grant eligible.

Justification

The MRT in particular, due to its National and Regional scope, is an important economic development 'tool' as it relates to the benefits of tourism associated with non-resident cyclists. Portions of the MRT are also United States Bike Route #45.

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Improvements Other than Building Cost	1,519,200										1,519,200
Total	1,519,200										1,519,200

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Grants/Outside Sources	868,200										868,200
Park Improvement Trust Fund	651,000										651,000
Total	1,519,200										1,519,200

Project # 12-PARK-006

Project Name The Draw Grates

Department Park Improvements

Contact

Type Improvement

Useful Life 25

Category Park Improvement

Priority 2-New Addition (High)

Total Cost $10,000

Status Active

Description

Adding stormwater grates to the recently constructed (2010) park.

Justification

This project will install grates over the pipes in the stormwater spreaders. The pipes do not have grates to prevent people and animals from entering the pipes.

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Improvements Other than Building Cost	10,000										10,000
Total	10,000										10,000

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Storm Water Utility Fund	10,000										10,000
Total	10,000										10,000

Project #	16-STM-002
Project Name	COR Regional Infiltration Basin

Department	Stormwater Utility
Contact	
Type	Improvement
Useful Life	50 Years
Category	Storm Water Utility Improvement
Priority	2-New Addition (High)
Status	Active

Total Cost $986,000

Description

Construct stormwater lift station and regional infiltration basin on City-owned property at 14165 Ramsey Blvd. for all new developments in the COR located witing 10-year capture zones of municipal water supply wells.

Justification

The LRRWMO and state rules, as well as local ordinances, infiltration is not allowed within the 10-year capture zone of any municipal well. A condition of several recent LRRWMO permit approvals for such developments was that the City of Ramsey is responsible for providing the required volume retention for 1-inch of runoff from the developments at an off-site location. The first such development (Parkview East Apartments) required that this facility be on-line in 2018.

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Improvements Other than Building Cost	986,000										986,000
Total	986,000										986,000

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Storm Water Management Fund	493,000										493,000
Storm Water Utility Fund	493,000										493,000
Total	986,000										986,000

Project # 16-STM-003

Project Name Riverdale Drive Extension Traprock-Ramsey Blvd

Department Stormwater Utility
Contact
Type Improvement
Useful Life 20 Years
Category Storm Water Utility Improvement
Priority 2-New Addition (High)
Status Active

Total Cost $118,120

Description

This project will extend Riverdale Drive from Traprock Street to Ramsey Blvd.
The City received a Cooperative grant to assist with funding this project.

Total Project $1,359,275 (not including street lights)

*Street Light: $275,000 (related project not included in costs)
Streets: $911,905
ROW: $200,000
Storm: $118,120
Watermain: $129,250

Justification

This project will provide a frontage road on the south side of TH10, providing access to the commercial properties in this area. Direct access to TH10 is not available.

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Improvements Other than Building Cost	118,120										118,120
Total	118,120										118,120

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Storm Water Utility Fund	118,120										118,120
Total	118,120										118,120

Project # 15-STR-001

Project Name Riverdale Drive Extension: Traprock to Ramsey Blvd

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 2-New Addition (High)
Status Active

Total Cost $1,111,905

Description

This project would extend Riverdale Drive from Traprock Street to Ramsey Boulevard.

Justification

The City was awarded a grant from MN/DOT for partial construction of this segment of street in an amount not to exceed $584,280. The Armstrong Boulevard overpass will require the extension of Riverdale Drive to provide local access. This project includes installation of water with construction of the street. The utility costs are itemized on separate projects.

Total Project Costs: $1,359,275 (not including street lights)
Watermain Extension (04-WTR-018) $ 129,250
Stormwater (16-STM-003) $ 118,120
Street Improvement (12-STR-007) $ 911,905
Right-of-Way $ 200,000
*Street Lighting (16-STLT-001) $ 275,000 (related project not included in costs)

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Improvements Other than Building Cost	1,111,905										1,111,905
Total	1,111,905										1,111,905

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
MSA	1,111,905										1,111,905
Total	1,111,905										1,111,905

Project # 15-STR-007

Project Name Alpine Drive Reconstruction

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 1-Existing Obligation (High)
Status Active

Total Cost **$793,600**

Description

Reconstruction of Alpine Drive from Armstrong Boulevard to Variolite Street.

Total Project Cost = $793,600
Street Improvement: $711,600
Storm Water Improvement: $ 82,000

Justification

These streets are in poor condition and require reconstruction. The pavement has deteriorated beyond the point where an overlay could be applied. This project will install concrete curb and gutter and storm sewer. Subgrade corrections are likely required. To be verified with soil borings during feasibility report preparation in the fall of 2016.

Look at Possibility of Using MSA or PIR funds for portion of costs instead of bonding.

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Improvements Other than Building Cost	793,600										793,600
Total	793,600										793,600

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Storm Water Utility Fund	82,000										82,000
GO Bonding (Road Funding)	711,600										711,600
Total	793,600										793,600

Project #	15-STR-010
Project Name	2017 Overlay Projects

Department	Street Improvements
Contact	
Type	Improvement
Useful Life	20 Years
Category	Street Improvement
Priority	1-Existing Obligation (High)
Status	Active

Total Cost $353,800

Description

Each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis, including reconstruction at the end of its useful life.

2017 Projects: Riversbend and Sunwood Drive between Ramsey Boulevard and Bunker Lake Boulevard.

There is a total of $2.2M designated to maintain streets annually.

Overlays will be assessed at 25% of cost whenever possible.

Justification

Regular scheduled maintenance safeguards the considerable investment the City has in its pavements by cost effectively maximizing pavement life and minimizing emergency repairs.

Overlaying streets provides additional pavement life. These streets were selected based on Paser rating and time since last pavement maintenance treatment.

Look at Possibility of Using MSA or PIR funds for portion of costs instead of bonding.

Revisit Program for 2020-2025

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Improvements Other than Building Cost	353,800										353,800
Total	353,800										353,800

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Special Assessment - Bonded	88,450										88,450
GO Bonding (Road Funding)	265,350										265,350
Total	353,800										353,800

Project # 17-STR-015

Project Name COR Pavement Striping

Department Street Improvements
Contact
Type Improvement
Useful Life 20 Years
Category Street Improvement
Priority 1-Existing Obligation (High)
Status Active

Total Cost $80,000

Description

Re-stripe Sunwood Drive and Rhinestone Street in the COR including required striping modifications for turn lanes to Casey's and Residence at the COR/Common Bond.

Justification

Existing pavement striping is deteriorating and needs to be freshened up. Striping modifications are also needed on Sunwood Drive at the new access to Casey's and for the westbound turn lane to the west driveway for Residence at the COR/Common Bond.

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Improvements Other than Building Cost	80,000										80,000
Total	80,000										80,000

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Public Improvement Revolving Fund	80,000										80,000
Total	80,000										80,000

Project #	16-STLT-001
Project Name	Riverdale Drive Extension Lighting

Department	Street Light Utility
Contact	
Type	Improvement
Useful Life	20 Years
Category	Street Light Utility Improvement
Priority	2-New Addition (High)
Status	Active

Total Cost $275,000

Description

This project will add strret lights to the Riverdale Drive extension.

Justification

Street lights were added to the Riverdale Drive project from Armstrong to Traprock Street. This project will continue the lighting when the extension is completed.

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Improvements Other than Building Cost	275,000										275,000
Total	275,000										275,000

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Street Light Utility Fund	275,000										275,000
Total	275,000										275,000

Project # 04-WTR-018

Project Name Watermain Looping: (Ramsey Blvd to Traprock St.)

Department Water Utility
Contact Unassigned
Type Improvement
Useful Life 60 Years
Category Water Utility Improvement
Priority 2-New Addition (High)
Status Active

Total Cost $129,250

Description

This project includes the looping of a 12" watermain from Ramsey Blvd to Traprock Street with the extension of Riverdale Drive along the south side of Highway 10.

Watermain Extension (04-WTR-018) $ 129,250
Stormwater (16-STM-003) $ 118,120
Street Improvement (12-STR-007) $ 911,905
Right-of-Way $ 200,000
*Street Lighting (16-STLT-001) $ 275,000 (related project not included in costs)

Total Project Cost $ 1,359,275 (not including street lights)

Justification

Development south of Highway 10 is anticipated as a result of The COR, including through the Mississippi West County Park. The project will provide dependable water pressure and supply to this developing area.

The city was awarded a MNDOT cooperative agreement funds grant to extend Riverdale Drive from Traprock Street to Ramsey Blvd in 2016/2017. Installation of water with street construction will eliminate the need to dig up the street in the future.

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Improvements Other than Building Cost	129,250										129,250
Total	129,250										129,250

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Water Utility Fund	129,250										129,250
Total	129,250										129,250

Public Works Committee **6. 3.**

Meeting Date: 01/17/2017

By: Bruce Westby, Engineering/Public Works

Title:

Staff Updates on Improvement Projects and Items of Interest

Purpose/Background:

The purpose of this case is to update the Public Works Committee on current and proposed improvement projects within the City, and on other items of interest to the Committee.

City Improvement Projects

- **Business Park 95 Regional Stormwater Pond Improvements**
  - Work is substantially complete
  - Final payment will occur in 2017 following satisfactory completion of punch list and warranty work
- **Andrie Street & 164th Lane Reconstruction**
  - Work is substantially complete
  - Final payment will occur in 2017 following satisfactory completion of punch list and warranty work
- **Riverdale Drive Extension - Traprock St. to Ramsey Blvd.**
  - Plans and specifications 99% complete
  - In process of acquiring 5.3 acres of roadway right-of-way from Anoka County Parks (appraised value $200,000)
  - Construction will occur in 2017
- **Mississippi River Trail Phase 3**
  - Grading substantially complete 2016
  - Aggregate base and paving will occur in spring/summer of 2017
  - Final completion scheduled for summer 2017
- **Zeolite Street Storm Sewer Extension Improvements**
  - Work is substantially complete
  - Final payment will occur in 2017 following satisfactory completion of punch list and warranty work

Anoka County Improvement Projects

- **Hanson Boulevard/CSAH 78 Grade Separation @ BNSF Railway Crossing (2017)**
  - Reconstruct County State Aid Highway 78 (CSAH 78) / Hanson Boulevard to a 4-lane divided section
  - Construct a grade-separated overpass for Burlington Northern Sante Fe (BNSF) railway crossing
- **Hanson Boulevard/CSAH 78 Reconstruction (2018)**
  - Expand CSAH 78 / Hanson Blvd between 139th Ave and CSAH 18 / Crosstown Blvd to 4-lane divided section
- **Foley Boulevard/CSAH 11 Grade Separation @ BNSF Railway Crossing**
  - This project is currently unscheduled and unfunded

MnDOT Improvement Projects

- **Trunk Highway 10 Cable Median Barrier Installation (2018)**
  - Install cable median barrier along Highway 10 between Thurston Avenue and Highway 101
- **Ferry Street / Trunk Highway 47 Grade Separation @ BNSF Railway Crossing (2017)**
  - Complete preliminary design

Items of Interest

Cost Estimate for Pavement Corings and Soil Borings on programmed Street Maintenance Projects

Timeframe:
Staff estimates that 10 minutes will be needed to provide updates and for discussion.

Observations/Alternatives:
N/A

Funding Source:
N/A

Recommendation:
N/A

Action:
N/A

Attachments

MnDOT Projects Summary

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	01/12/2017 07:57 AM
Kurt Ulrich	Kurt Ulrich	01/12/2017 04:31 PM
Form Started By: Bruce Westby		Started On: 01/10/2017 09:12 AM
Final Approval Date: 01/12/2017		

DEPARTMENT OF TRANSPORTATION

MnDOT-led projects on Highways 10, 47, and 65 in Anoka County: December 2016 update

Offered by Paul Jung, Metro District · (651) 234-7716 · paul.jung@state.mn.us

Completed 2016

Hwy 10	New wear course between Hanson Blvd and University Avenue
Hwy 47	**Feasibility study for Ferry Street–BNSF Railway grade separation** Safety improvement at 142nd Avenue
Hwy 65	**Access Management Plan: Bunker Lake Blvd to Isanti County line** **Reduced conflict intersection (RCI) study and educational video** Microsurface* southbound lanes: 217th Avenue to County 10

On tap for 2017

Hwy 47	**Preliminary design for Ferry Street–BNSF Railway grade separation**

Beyond 2017

Hwy 10	Install cable median barrier between Hwy 101 and Thurston Avenue (2018)
Hwy 47	Mill and overlay between 27th Avenue and 40th Avenue (2018) Add northbound right turn lane at St. Francis Middle School (2020/21)
Hwy 65	Replace storm sewer in west ditch from 0.1 mi. south of West Moore Lake Drive to 68th Avenue, replace storm sewer (2018) **Construct signalized RCI at Viking Boulevard; construct non-signalized RCIs at 143rd, 153rd, 157th, 181st, and 187th (2018/2019)** Lengthen left turn lanes at several signalized intersections (2018/19) Mill and overlay between County 10 and 153rd Avenue (2022)

* Microsurface is a 3/8-inch thick layer placed atop the existing pavement. It's a mixture of asphalt, cement, and gravel. It improves safety, ride quality, and extends the pavement life.

(over)

Goals—currently unfunded, no date commitment

Hwy 10	Remove traffic signals in Anoka and Ramsey, in accord with Highway 10 Access Planning Study Potential study of Highway 10 bridges on either side of Rum River in conjunction with planning replacement of Rum River bridge
Hwy 47	Construct Ferry Street–BNSF Railway grade separation
Hwy 65	Reduce number of traffic signals in Blaine, in accord with Principal Arterial Conversion Study. Study recommendations expected in 2017.

This handout focuses on significant or unique projects led by MnDOT. It does not include routine projects to replace signs or traffic signals that have reached the end of their service life.

Public Works Committee **6. 4.**

Meeting Date: 01/17/2017

By: Bruce Westby, Engineering/Public Works

Title:

Review Future Topics Calendar

Purpose/Background:

Attached is a list of topics for review and discussion by the Public Works Committee. The list includes topics that were drawn from Committee requests received during meetings or are topics that have previously been discussed by the Committee but have yet to be resolved. Calendar dates have been estimated based on availability of information, staff workload, and competing objectives and are therefore subject to change.

Timeframe:

Staff estimates 5 minutes will be necessary to review the future topics calendar and address Committee questions.

Observations/Alternatives:

N/A

Funding Source:

N/A

Recommendation:

N/A

Action:

For Committee review and discussion purposes only. No formal action is requested or necessary.

Attachments

Jan2017 PWCcalendar

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	01/12/2017 07:55 AM
Kurt Ulrich	Kurt Ulrich	01/12/2017 04:31 PM
Form Started By: Bruce Westby		Started On: 01/10/2017 09:12 AM
Final Approval Date: 01/12/2017		

Public Works Committee Future Topics Calendar *

Date	Topics for Discussion – Committee Action
February 2017	County Ditch Maintenance / Buffer Law *(Westby)*
March 2017	Sunfish Lake Sedimentation Basin Improvements *(Westby)*
March 2017	Gibbon Street & 173rd Avenue Drainage Improvements *(Westby)*
March 2017	Well Siting Study - Well #9
Date	**Topics for Discussion – Regulatory**
March 2017	CR 63 / Green Valley Road Speed Study Results *(Westby)*
Date	**Topics for Discussion – Policy**
Future	Landscaped Median Maintenance Policy *(Riemer)*
May 2017	Draft Trail Maintenance Policy *(Westby)*
May 2017	Draft Stormwater Pond Maintenance Policy *(Westby)*
Date	**Topics for Discussion – Planning and Budget**
March 2017	Review 1996 and 2007 (unadopted) TH 47 Corridor Studies *(Westby)*
March 2017	Review Municipal State Aid System (MSAS) Revisions *(Westby)*
Future	Public Works Facility Review/Update *(Riemer/Brama)*
Future	Comprehensive Plan for Long-Term Water Supply *(Westby)*
Date	**Topics for Discussion – Staff Updates**
Future	Flashing Yellow Arrow Study @ Sunwood Dr & CSAH 83 *(Westby)*
Future	Water Conservation Options / Incentives

* Dates are estimated and are subject to change based on availability of information, staff workload, and competing objectives.

Our Mission: To work together to resposibly grow our community, and to provide quality, cost-effective, and efficient government services.

CC Regular Session **6. 1.**

Meeting Date: 02/14/2017

By: Bruce Westby, Engineering/Public Works

Information

Title:

PUBLIC HEARING: Adopt Resolution #17-02-044 Accepting Feasibility Report and Ordering Plans and Specifications for Improvement Project #17-00, Sunwood Drive Reconstruction

Purpose/Background:

Purpose:

The purpose of this case is to conduct a Public Hearing and adopt Resolution #17-02-044 accepting the Feasibility Report and ordering Plans and Specifications for Improvement Project #17-00, Sunwood Drive Reconstruction.

Background:

City Improvement Project 17-00 proposes to reconstruct the segment of Sunwood Drive between Ramsey Boulevard/County State Aid Highway (CSAH) 56 and Bunker Lake Boulevard /County Road 116 which is approximately 3,050 linear feet (0.58 miles) in length. A map showing the scope of the proposed improvements is included as ***Figure 1*** in ***Appendix A*** of the attached Feasibility Report.

City staff evaluates and rates the pavement condition of all city streets on an annual basis using the Pavement and Surface Evaluation Rating (PASER) system. In the fall of 2016, this segment of Sunwood Drive received PASER ratings of 3 to 4 which means the pavement is in very poor condition and past the point of applying mill and overlay improvements. Pictures of this street segment are located in ***Appendix A*** of the attached Feasibility Report.

Existing Conditions

Based on record plans, this segment of Sunwood Drive was constructed in 1996 using B618 concrete curb and gutter at a consistent width of 40 feet from face-of-curb to face-of-curb, centered within an 80 foot wide right-of-way. Record plans show that 3½ inches of bituminous pavement was constructed over 5 inches class 5 aggregate base, but based on recently completed soil borings and pavement corings, an average of about 4¾ inches of bituminous pavement exists along the corridor. Parking lanes are delineated along both sides of the street using 4 inch wide white striping. A concrete storm sewer system also exists consisting of numerous catch basins which drain runoff from the street to adjacent low-lying areas through concrete storm sewer pipes.

A total of four pavement corings were completed by WSB and Associates (WSB) to assist with the preparation of this report. In addition, eleven soil borings were completed by Northern Technologies, Inc. (NTI). Both firms offered pavement design recommendations which were considered and incorporated to varying degrees within the pavement design outlined in the Feasibility Report. Copies of WSB's and NTI's reports are included in***Appendix D*** of the Feasibility Report.

Proposed Improvements

Damaged sections of existing concrete curb and gutter will be removed and replaced, including the concrete cross gutters at driveways and intersections which help facilitate drainage to prevent pockets of standing water, which

then freeze in the winter resulting in unsafe conditions for drivers and pedestrians.

The existing bituminous pavement will be reconstructed using a process called Stabilized Full Depth Reclamation (SFDR). The SFDR process would include milling the top 3 inches of existing bituminous pavement and disposing of the millings off site. The remaining 1¾ inches of existing bituminous pavement will then be reclaimed (ground up and mixed) along with about 4 inches of existing class 5 aggregate base. Approximately 1 inch of reclaimed material will need to be removed from site, then an asphalt emulsion will be mixed into the remaining reclaim material. This stabilized reclaim material will be shaped and compacted into a 5 inch lift, then 4 inches of new bituminous pavement will be placed on top of the compacted stabilized reclaim material. This new pavement section will result in a 10-ton pavement design meeting current State Aid pavement design standards.

The existing storm sewer system is in good condition and based on preliminary review appears to meet all applicable current State Aid design standards meaning no improvements are proposed, other than casting adjustments as needed.

An off-street 10 foot bituminous bike trail exists along the north side of Sunwood Drive which is in relatively good condition so no improvements are proposed to the trail as part of this project.

Estimated Costs

The engineer's opinion of probable costs for completing the proposed improvements on Sunwood Drive as outlined in the Feasibility Report is $607,000. Estimated costs include 23% indirect costs for administrative, engineering, finance and legal costs. A summary of the engineer's opinion of probable costs is included in ***Appendix B*** of the Feasibility Report.

Funding Sources

The improvements are proposed to be funded using a combination of Street Reconstruction and Overlay Program (SROP) bond funds, stormwater utility funds, and special assessments to benefiting properties. The majority of the proposed improvements will be funded using SROP bond funds, which will be paid back over a 10 year term using the general fund. This cost is estimated at $447,950 in the Feasibility Report. Stormwater utility funds will pay for required storm sewer improvements estimated to cost $7,300. Special assessments are proposed to fund 25% of eligible construction costs totaling $151,750 as per the City's adopted Special Assessments Policy. A total of 9 parcels have been identified as receiving special benefit from the improvements. These parcels are identified in the preliminary Assessment Map and Roll in ***Appendix C*** of the Feasibility Report.

Special Assessments

When special assessments are proposed to pay for all or a portion of the cost of an improvement, the objective is to choose an assessment method which will result in a reasonable, fair and equitable assessment that is uniform upon the same class of property within the assessed area. Per the City's adopted Special Assessments Policy, staff recommends using special assessments be pay for 25% of eligible improvement costs which totals $151,750. This amount must then be distributed across the 9 parcels which staff has identified as benefiting properties. In doing so, it is important to recall that the test for determining the validity of a special assessment is whether the improvement for which the assessment was levied has increased the market value of the property against which the assessment was levied in at least the amount of the assessment.

The Special Assessments Policy identifies three optional methods for assigning assessments. The 9 identified benefiting properties are zoned industrial (E1 or E2). Only two assessment methods are recommended for assessing industrial parcels, these being the "adjusted front footage" and "area" methods. Staff completed a cursory review of both methods as they would be applied in their current context within the policy which showed that the adjusted front footage method results in less variance between assessments ($9K - $40K), whereas applying the area method results in assessments that are more variable ($3K - $42K). Based on the geometry of the assessable parcels, including significant differences in lot depth, staff recommends applying the area method so assessments are more equitable to the benefit received.

Staff then reviewed all assessable parcels to determine what appreciable differences existed between parcels that would impact the benefit received from the proposed improvements. Staff determined there are two significant

differences that should be accounted for when calculating assessments; whether a parcel has direct access onto an improved street, and whether the parcel abuts other City streets requiring future improvements whose costs will be assessed to the parcel. Staff therefore developed and applied the following adjustments to the area method of assessment.

- Properties abutting Sunwood Drive only with access onto Sunwood Drive are proposed to be assessed for 100% of their property area.
- Properties abutting Sunwood Drive and other City streets, with access onto Sunwood Drive, are proposed to be assessed for 75% of their property area.
- Properties abutting Sunwood Drive with no access onto Sunwood Drive are proposed to be assessed for 50% of their property area.

These adjustments are relatively similar to adjustments found in other cities assessment policies which adjust assessment calculations to allow industrial properties with multiple accesses and/or frontages to be assessed between 150% and 200% for improvements completed to all abutting streets. Based on the proposed percentages above, B&F Fastener Supply will pay assessments for 150% of their property area for mill and overlay and reconstruction improvements on Sunwood Drive and Jaspar Street, both of which they directly abut and have access onto. Vision Ease will pay assessments based on 200% of their property area for improvements made to Sunwood Drive, 143rd Avenue, and Jaspar Street since they abut all three and have access onto Sunwood Drive and 143rd Avenue (75% each), but no access onto Jaspar Street (50%). Lastly, Altron, Inc. and the small City parcel on the east end of Sunwood Drive are both proposed to be assessed for 50% of their property areas since neither has direct access onto Sunwood Drive. This analysis strictly considers existing conditions. If a property that is assessed for 50% of the property area based on not having access onto an improved street requests an access onto an improved street in the future, the assessment amount they forgiven could be collected through the permitting process. Staff will consider available methods to capture such funds, and will report our findings and recommendations to Council at an upcoming work session. The Special Assessments Policy can then be amended to include such language, as well as to address any assessment calculation adjustments approved by Council.

A revised assessment map and assessment roll are attached which reflect the proposed property area percentage adjustments outlined above. In addition, the property area for (Anderson Dahlen) was corrected to include all of their property. The assessment map and roll in the draft Feasibility Report accepted by Council on January 24th inadvertently omitted a significant portion of their benefiting property area because the parcel data in the City's GIS system that was used to create the assessment map and roll for the Feasibility Report had not yet been updated with the new parcel data based on the recent replat associated with their current building expansion project.

All costs for this project are eligible for special assessments since the street is proposed to be reconstructed at its existing width, which meets current State Aid standards, and since the existing and proposed pavement sections both meet 10-ton design standards and are therefore equivalent sections.

Staff recommends ordering a benefit appraisal consultation report for this project to verify that the proposed assessment amounts will not exceed the amount of benefit to any assessable properties. If the report concludes that the benefit to any property is less than the proposed assessment, Staff will propose to lower the assessment accordingly at the Assessment Hearing scheduled for October 10, 2017. However, if the benefit appraisal consultation report finds that the benefit exceeds the proposed assessment for any property, Staff will propose to adopt the final assessment using the assessment preliminarily proposed within the Feasibility Report. Attached to this case in a copy of the City's Special Assessments Policy adopted in December 2014 and amended January 2015. Based on input received from the frim that conducts our benefit appraisal consultations at the time the policy was developed, language was included in Section 6.10, "Benefit Appraisals", stating "As a general rule, benefit appraisal consultations may be ordered when the proposed assessment exceeds $5,000 for a standard city street reconstruction project on a residential lot, or $20,000 per acre for commercial or industrial property." Since none of the proposed assessments come close to approaching $20,000 per acre, Staff is confident the benefit appraisal consultation report will find that the proposed assessments are defendable.

Public Input

At the time this case was published, Staff had met with owners of 5 of the 7 identified assessable properties. Below

is a very general summary of comments received from these property owners.

- Altron, Inc. – Does not generally oppose the proposed improvements or their proposed assessment based on the revised assessment roll, but supports postponing the public hearing to allow more time to review their proposed assessment with City staff before the public hearing.
- B & F Fastener Supply – Does not generally oppose the proposed improvements or their proposed assessment based on the revised assessment roll, and they do not plan to attend the public hearing.
- Class C Components – Does not generally oppose the proposed improvements but supports postponing the public hearing to allow more time to review their proposed assessment with City staff before the public hearing.
- Connexus Energy – Does not generally oppose the proposed improvements but supports postponing the public hearing to allow more time to review their proposed assessment internally and with City staff before the public hearing. However, they question whether adjustments should be made to assessments based on whether a property is developed or undeveloped; in general they are asking whether their assessment should be reduced since it is an undeveloped parcel.
- In'Tech, Industries – Does not generally oppose the proposed improvements or their proposed assessment based on the revised assessment roll, and does not object to postponing the public hearing.

Staff was unable to meet with owners of the Anderson Dahlen and Vision Ease parcels before this case was published. If Staff meets with one or both of these property owners before the Council meeting, results of the meeting(s) will be presented to Council in summary format.

Based upon the short amount of time that assessable property owners have had to consider the project and their proposed assessments, and considering that three of the assessable property owners requested or support postponing the public hearing to allow more time to discuss their assessments with City staff, staff recommends postponing the public hearing until February 28, 2017. This should allow staff enough time to make any necessary adjustments to the assessment map and roll based on specific Council direction, and to share new information with the assessable property owners. However, a two week delay should not negatively impact bids or prevent the project from being completed in 2017.

Notification:

Public Hearing Notices were published in the Anoka Union Herald on January 27th and February 3rd, 2017, were mailed to all property owners proposed to be assessed for a portion of the improvements, and was posted in City Hall as required by State Statute.

Observations/Alternatives:

Observations:

This project would best be constructed as a stand-alone project and is necessary, feasible, and cost-effective from an engineering standpoint, and can be constructed as proposed in the Feasibility Report.

The proposed pavement design is anticipated to provide a life of at least 30 years, assuming proactive, regular pavement maintenance treatments are performed throughout the life of the pavement. While a 60-year design life is typically targeted for reconstructed streets, this project is not proposing a full reconstruction due to the good condition of the majority of existing 20 year old curb and gutter. At the time the existing curb and gutter that is left in place needs to be reconstructed, which will likely occur 30 years or more in the future, Staff will evaluate whether it would be cost-effective to reconstruct the pavement section again.

Developed properties along the project corridor may have private irrigation systems and impacts to these systems may occur while existing curb and gutter is being replaced. On past street reconstruction projects, the City repaired private irrigation systems that were damaged as part of the project. Due to the significant project costs and impacts to Staff, it is recommended that private property owners be responsible for locating, relocating, and repairing their private irrigation systems with future improvement projects. Staff recommends notifying property owners in writing of the pending construction as far in advance of construction as possible to allow them to relocate their irrigation systems out of the construction area, then to replace it once work is complete. This recommendation is included in the Feasibility Report which was preliminarily accepted by the City Council on January 24, 2017.

Alternatives:
Alternative #1 – Motion to deny adoption of Resolution #17-02-044 at this time, to postpone the public hearing for Improvement Project #17-00, Sunwood Drive Reconstruction, until February 28, 2017, and to revise the Feasibility Report by incorporating the attached assessment map and roll.

Alternative #2 – Motion to deny adoption of Resolution #17-02-044 at this time, to postpone the public hearing for Improvement Project #17-00, Sunwood Drive Reconstruction, until February 28, 2017, and to revise the Feasibility Report as follows, _____.

Alternative #3 – Motion to adopt Resolution #17-02-044 accepting the Feasibility Report and ordering Plans and Specifications for Improvement Project #17-00, Sunwood Drive Reconstruction.

Funding Source:
City staff prepared the Feasibility Report in-house as part of staff's normal duties.

The engineer's opinion of probable costs for the proposed improvements on Sunwood Drive as outlined in the Feasibility Report is $607,000. Estimated costs include 23% indirect costs for administrative, engineering, finance and legal costs. A summary of the engineer's opinion of probable costs is included in ***Appendix B*** of the Feasibility Report.

NTI completed a Geotechnical Exploration and Engineering Review at a cost of $4,400 which is included in ***Appendix D***of the Feasibility Report. WSB and Associates, Inc. completed Pavement Evaluations and Recommendations at a not-to-exceed cost of $2,687.50 which is also included in***Appendix D***,

Assessable industrial parcels are preliminarily proposed to be assessed for 25 percent of eligible project costs totaling $151,750. The City will pay the remaining 75% of project costs including $447,950 from the 5 year Street Reconstruction and Overlay Program bond funds, and $7,300 from stormwater utility funds. The preliminary Assessment Map and Roll included in ***Appendix C*** of the Feasibility Report were preliminarily approved by Council on January 24th. Attached are a revised assessment map and revised assessment roll that reflect staff proposed adjustments to the preliminary assessments for this project. If Council accepts the adjustments proposed by staff, the assessment map and roll included in the attached Feasibility Report will be replaced with the revised map and roll attached. Alternatively, Council may direct staff to make other adjustments to the assessment roll, in which case such revisions would be incorporated into the Feasibility Report before the Public Hearing.

Recommendation:
Staff recommends Alternative #1 or #2, depending on whether Council directs any modifications to the Feasibility Report. Staff does not support Alternative #3 since the property owners staff met with were informed Staff's recommendation would be to postpone the hearing until February 28, 2017.

It is the recommendation of City staff that City Project No. 17-00 is feasible, necessary, and cost-effective from an engineering standpoint, and that this project would best be constructed as a stand-alone project as proposed in the Feasibility Report.

The following Staff recommendations related to the proposed project are presented for Council consideration and concurrence:

1. Staff recommends reconstructing the segment of Sunwood Drive between Ramsey Boulevard/CSAH 56 and Bunker Lake Boulevard /CSAH 116 as proposed in 2017 thereby meeting current State Aid design standards and allowing all project costs to be eligible for the use of special assessments per the City's Special Assessments Policy.

2. Staff recommends ordering a benefit appraisal consultation report to ensure the preliminary assessments as

proposed will not exceed the benefit received as a result of the improvements in accordance with the City's Special Assessments Policy.

3. Staff recommends reconstructing the off-road bike trail along the north side of Sunwood Drive at a later date pending adoption of the City's Trail Maintenance Policy/Program.

4. Staff recommends excluding private irrigation system work from this project, and instead recommends notifying property owners of pending construction as far in advance as possible and instructing them to relocate their irrigation system(s) away from the construction area during construction, then allowing replacement in or near the original location after construction is complete.

5. Staff recommends continued meetings with owners of assessable properties to ensure they are kept informed on the proposed improvements, that they understand their proposed special assessments, and that Staff can obtain their input prior to concluding the Public Hearing and requesting Council authorization to prepare plans and specifications on February 28, 2017.

Action:

Motion to deny adoption of Resolution #17-02-044 at this time, to postpone the public hearing for Improvement Project #17-00, Sunwood Drive Reconstruction, until February 28, 2017, and to revise the Feasibility Report by incorporating the attached assessment map and roll, and/or based on other Council direction as follows; _____.

Attachments

Resolution 1702044
IP1700 Feasibility Report
Spec Assessment Policy
Revised Assessment Map
Revised Assessment Roll

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	02/09/2017 02:37 PM
Form Started By: Bruce Westby		Started On: 02/02/2017 12:26 PM
Final Approval Date: 02/09/2017		

Councilmember Riley introduced the following resolution and moved for its adoption:

RESOLUTION #17-02-044

RESOLUTION ACCEPTING FEASIBILITY REPORT AND ORDERING PLANS AND SPECIFICATIONS FOR IMPROVEMENT PROJECT #17-00, SUNWOOD DRIVE RECONSTRUCTION

WHEREAS, pursuant to Ramsey City Council resolution #16-08-139, adopted August 8, 2016, the City Engineer prepared a Feasibility Report for City Improvement Project #17-00 which proposes improvements to Sunwood Drive between Ramsey Boulevard/ County State Aid Highway 56 and Bunker Lake Boulevard/County Road 116 including reconstruction of bituminous pavement, replacement of damaged concrete curb and gutter, and other appurtenant work as needed; and

WHEREAS, pursuant to Ramsey City Council resolution #17-01-028, adopted January 24, 2017, the Feasibility Report was received and preliminarily accepted, pending input from impacted property owners, and a Public Hearing was ordered for February 14, 2017 at 7 p.m., where the City Council will consider the proposed improvements for said streets in accordance with the revised Feasibility Report; and

WHEREAS, benefiting properties are proposed to be assessed for all or a portion of the cost of the improvements, pursuant to Minnesota Statutes Chapter 429, Chapter 8 of the City Charter, applicable City codes, and the City of Ramsey's adopted Special Assessments Policy; and

WHEREAS, the City Clerk gave mailed and published notice of such hearing and improvements as required by law; and

WHEREAS, the City Council conducted a Public Hearing for the proposed improvements on February 14, 2017.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA, as follows:

1) Such improvement is necessary, cost-effective and feasible as detailed in the Feasibility Report accepted by Council on February 14, 2017.

2) Pursuant to Minnesota Statutes Chapter 429, Chapter 8 of the City Charter, applicable City codes, and the City of Ramsey's adopted Special Assessments Policy, benefiting properties shall be assessed for all or a portion of the cost of the improvements, which have an estimated total cost of $607,000.

3) The City Engineer is hereby designated as the engineer for this improvement, and the engineer is ordered to prepare plans and specifications for the making of such improvements.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 14th day of February, 2017.

_____
Mayor

ATTEST:

_____
City Clerk

FEASIBILITY REPORT

SUNWOOD DRIVE RECONSTRUCTION

CITY IMPROVEMENT PROJECT NO. 17-00

January 19, 2017

Prepared By:

City of Ramsey
Engineering Department
7550 Sunwood Drive
Ramsey, MN 55303
763-433-9820
763-433-9848 (Fax)

January 19, 2017

Honorable Mayor and City Council
City of Ramsey
7550 Sunwood Drive
Ramsey, MN 55303

Re: Feasibility Report - City of Ramsey Improvement Project #17-00
Sunwood Drive Reconstruction

Dear Mayor and City Council Members:

Transmitted herewith is a Feasibility Report for the proposed Sunwood Drive Reconstruction project between Ramsey Boulevard/CSAH 56 and Bunker Lake Boulevard/CSAH 116 which examines the feasibility of reconstructing the bituminous street section and completing other appurtenant improvements.

This Feasibility Report examines the scope of the proposed improvements, explores estimated costs and available funding sources, defines a preliminary project schedule, and determines the necessity, feasibility and general cost-effectiveness of the proposed improvements, including any alternate designs, as well as whether the improvements would best be completed separately or in conjunction with another project.

I would be happy to discuss this report with you at your convenience. Please feel free to contact me at 763-433-9825 or bwestby@cityoframsey.com with any questions.

Sincerely,
City of Ramsey

Bruce Westby, PE
City Engineer

Enclosure

C: Kurt Ulrich, City Administrator
Diana Lund, Finance Director
Grant Reimer, Public Works Superintendent
Leonard Linton, Civil Engineer IV

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 Professional Engineer under the laws of the State of Minnesota.

Bruce Westby, PE

Date: January 19, 2017 License No. 40116

I hereby certify that this plan, specification or report was reviewed for Quality Control and Quality Assurance purposes and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Leonard Linton, PE

Date: January 19, 2017 License No. 21112

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CERTIFICATION SHEET
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Appendix A

Figure 1 – Project Scope
Figure 2 – Typical Section
Project Site Pictures

Appendix B

Opinion of Probable Costs

Appendix C

Preliminary Assessment Map
Preliminary Assessment Roll

Appendix D

Geotechnical Exploration and Engineering Review (NTI – 30 pages)
Pavement Evaluations and Recommendations (WSB & Associates – 8 pages)

1. EXECUTIVE SUMMARY

City Improvement Project 17-00 proposes to reconstruct Sunwood Drive between Ramsey Boulevard/CSAH 56 and Bunker Lake Boulevard /CSAH 116 which totals approximately 3,050 linear feet (0.58 miles) in length. A map showing the location and scope of the proposed improvements is included as ***Figure 1*** in ***Appendix A***.

This segment of Sunwood Drive was constructed in 1996 with 3.5 inches bituminous pavement, 5 inches class 5 aggregate base, B618 concrete curb and gutter, and concrete storm sewer. The street was constructed to a width of 40 feet from face-of-curb to face-of-curb, and is centered within an 80 foot wide right-of-way. The storm sewer system consists of numerous catch basins which drain runoff from the street to adjacent low-lying areas using concrete storm sewer pipes.

City staff evaluates and rates the condition of pavement sections on all city streets on an annual basis using the Pavement and Surface Evaluation Rating (PASER) system. In the fall of 2016, this segment of Sunwood Drive was rated with PASER ratings of 3 and 4, depending on location, which indicates this street is past the point of applying mill and overlay improvements. The current condition of this street requires City staff to patch the street at least once per year, particularly before winter so the street can be plowed without further damaging the pavement in the process. Pictures of this street segment are located in ***Appendix A***.

Proposed improvements include removing and replacing all damaged concrete curb and gutter sections, and reconstructing the existing bituminous pavement section using a process called Stabilized Full Depth Reclamation, or SFDR. For this project, the SFDR process would involve milling the top 3 inches of existing bituminous pavement and disposing of the millings off site. The remaining 1-plus inch of existing bituminous pavement would then be ground up and mixed with 2 inches of the existing aggregate base. This reclaim material would then be placed on top of the reshaped and compacted subgrade, after which an asphalt emulsion stabilizer would be injected and mixed into the reclaim material. This stabilized reclaim material would be placed and compacted on top of the subgrade, then 4 inches of new bituminous pavement would be placed on top. This would result in a 10-ton pavement design meeting current State Aid pavement design standards.

The existing storm sewer system is in good condition and based on preliminary review appears to meet all applicable current State Aid design standards so no improvements are proposed.

An off-street 10 foot bituminous bike trail exists along the north side of Sunwood Drive and is in relatively good condition so no improvements are proposed with this project.

The engineer's opinion of probable costs for completing the proposed improvements on Sunwood Drive as outlined in this report is $607,000. Estimated costs include 23% indirect costs for administrative, engineering, finance and legal costs. A summary of the engineer's opinion of probable costs is included in ***Appendix B***.

A total of 9 parcels have been identified as receiving special benefit from the improvements. These parcels are identified in the preliminary Assessment Map and Roll which are attached in ***Appendix C***.

A total of four pavement corings were completed by WSB and Associates (WSB) to assist with the preparation of this report. In addition, eleven soil borings were completed by Northern Technologies, Inc. (NTI). Both firms offered pavement design recommendations which were considered and incorporated to varying degrees while preparing this report. Copies of WSB's and NTI's reports are attached in ***Appendix D***.

This improvement project, which is listed in the City's current Capital Improvement Program, is proposed to be funded using a combination of special assessments to benefiting properties, street reconstruction bond proceeds, and stormwater utility funds.

Staff recommends using special assessments to pay for 25% of eligible improvement costs, which totals $151,750 and will be applied across 9 assessable properties using the "area" method of assessment. All costs for this project are eligible for special assessments since the street is proposed to be reconstructed at its existing width, which meets current State Aid standards, and since the existing and proposed pavement sections both meet 10-ton design standards meaning they are equivalent sections. This project does not include any ineligible project costs related to the use of special assessments.

Staff recommends ordering a special benefit consultation report for this project to verify that the proposed assessment amounts will not exceed the amount of benefit to any of these properties. If the report concludes that the benefit to any property is less than the proposed preliminary assessment rate, Staff would propose to lower the assessment rate accordingly for the Assessment Hearing scheduled for October 10, 2017. However, if the special benefit consultation report verifies that the assessment rates as proposed are justified, Staff will propose to adopt the final assessment roll using the rate as preliminarily proposed herein.

Staff has not yet had an opportunity to discuss the proposed improvements or the use of special assessments to pay for a portion of the improvements with impacted property owners. However, upon Council acceptance of this report Staff will immediately contact impacted property owners for the purpose of explaining the proposed improvements, how special assessments are proposed to be applied, and to request a meeting to discuss the proposed improvements in more detail and to gather their input on the project, including any information that should be explored in more detail during development of plans and specifications. Staff will then present this information to Council during the Public Hearing on February 14th.

This project would best be constructed as a stand-alone project and is necessary, feasible, and cost-effective from an engineering standpoint, and can be constructed as proposed herein.

2. INTRODUCTION

2.1 Authorization

The preparation of this report was authorized by the Ramsey City Council on August 8th, 2016. This project has been designated as City Improvement Project No. 17-00.

2.2 Program Overview

In support of the City's long-term Street Maintenance Program, the existing bituminous pavement section is proposed to be reconstructed using a stabilized full-depth reclamation (SFDR) process, all damaged concrete curb and gutter sections will be removed and replaced, and other appurtenant work will be completed as outlined in this report.

The City's pavement evaluation process involves a visual evaluation of each street's pavement surface based on the type, extent and severity of each pavement distress observed. Numerous types of pavement distresses may exist within a pavement section including, but not limited to, alligator cracking, block cracking, longitudinal cracking, transverse cracking, rutting, raveling, shoving, potholes and patches. This field data is then used to rate the pavement condition.

The City uses the Pavement and Surface Evaluation Rating (PASER) system to rate pavement condition. A PASER rating is a numerical index between 1 and 10 indicating the condition of a pavement based on the various pavement distresses recorded during visual observations. A PASER rating of 10 represents brand new pavement, while a PASER rating of 1 represents a pavement section that has fallen into complete disrepair requiring full reconstruction.

In the fall of 2016, this segment of Sunwood Drive was rated with PASER ratings of 3 and 4, depending on location.

2.3 Scope

City of Ramsey Improvement Project 17-00 proposes to reconstruct the existing bituminous pavement, to remove and replace damaged concrete curb and gutter sections, and to complete other appurtenant work on Sunwood Drive between Ramsey Boulevard/CSAH 56 and Bunker Lake Boulevard /CSAH 116 which totals approximately 3,050 linear feet (0.58 miles) in length.

The existing bituminous pavement is proposed to be reconstructed using a Stabilized Full Depth Reclamation, or SFDR, process. This process would involve milling the top 3 inches of existing bituminous pavement and disposing of the millings off site. The remaining inch or so of existing bituminous pavement would then be ground up and mixed with 2 inches of existing aggregate base. This reclaim material would then be placed on top of the reshaped and compacted subgrade, and an asphalt emulsion stabilizer would then be injected and mixed into the reclaim material. This stabilized reclaim material would be placed and compacted on top of the subgrade, and then 4 inches of new bituminous pavement would be placed on top. This would result in a 10-ton pavement design meeting current State Aid pavement design standards.

A map showing the location and scope of the proposed improvements is included as ***Figure 1*** in ***Appendix A***.

3. EXISTING CONDITIONS

3.1 Existing Pavement and Soil Conditions

The segment of Sunwood Drive between Ramsey Boulevard/CSAH 56 and Bunker Lake Boulevard/CR 116 was constructed in 1996 with 3.5 inches bituminous pavement, 5 inches class 5 aggregate base, B618 concrete curb and gutter, and concrete storm sewer. The street was constructed to a width of 40 feet from face-of-curb to face-of-curb, and is centered within an 80 foot wide right-of-way. Delineated parking lanes exist along both sides of the street. The existing posted speed is 35 mph along this entire segment of Sunwood Drive. The storm sewer system consists of numerous catch basins which drain runoff from the street to adjacent low-lying areas using concrete storm sewer pipes.

In 2002 the pavement was cracksealed and sealcoated, and spot patching has been applied on an as-needed basis since. In 2016 Staff observed a Pavement and Surface Evaluation Rating (PASER) of 3 to 4, depending on location.

In 2015, the City recorded a traffic volume of 3,500 average annual daily traffic (AADT). While truck counts are not available, Staff believes it is reasonable to assume between 5 and 10 percent of vehicles using this street segment can be classified as truck traffic, and that the percentage of trucks using this corridor could increase over time due to current business expansion projects and since several undeveloped but developable parcels exist along the corridor.

Northern Technologies, Inc. (NTI) was employed to complete a Geotechnical Exploration and Engineering Review for this project, including eleven (11) soil borings spaced approximately 200 feet apart along Sunwood Drive. The locations of the borings are shown in the Boring Location Diagram in Appendix C of NTI's report, attached in ***Appendix D.***

The soil borings provide information on existing bituminous pavement and aggregate base course thicknesses, subsurface soil conditions, existing ground water elevations, and potential issues that may be encountered during construction. All soil borings terminated at a nominal depth of 11 feet below the existing ground surface. Groundwater was observed in all soil borings at depths ranging between 7 and 9.5 feet below the existing ground surface. Based on the work proposed and the recorded water level depths, groundwater is not anticipated to be an issue for work completed with this proposed project.

The soil borings generally indicate that existing bituminous pavement thicknesses range between 4.3 to 8.3 inches, with an average thickness of around 5 inches. Apparent aggregate base was not observed in any of the boring locations. Previously placed fill soils, generally consisting of poorly graded sand with silt (SP-SM), are present at depths ranging from 2.0 to 7.0 feet below the top of the pavement. Native alluvial soils consisting of poorly graded sand (SP), silty sand (SM), and poorly graded sand with silt (SP-SM) generally extend to the bottom of the borings.

WSB and Associates (WSB) was employed to complete a total of four pavement corings. Their results showed an average bituminous pavement thickness of 4 inches, which was constructed over a class 5 aggregate base.

3.2 Watermain

Watermain was installed in 1996 under the pavement along this segment of Sunwood Drive. Staff believes the existing watermain is in good condition, and that no repairs will be required prior to reconstructing the pavement. However, if plans and specifications are ordered for the proposed improvements, staff proposes to hire a leak detection expert to ensure there are no detectable leaks. If leaks are detected, repairs would be made under separate contract before work commences on this project. Leak detection testing is estimated to cost $500.

3.3 Sanitary Sewer

Sanitary sewer was installed in 1996 under the pavement along the entire segment of Sunwood Drive. Staff believes the existing sanitary sewer is in good condition, and that no repairs will be required prior to reconstructing the pavement. However, if plans and specifications are ordered for the proposed improvements, staff proposes to hire a firm to televise the sewer to ensure the pipes are not deformed, cracked, or broken, and that all joints are sealed. If any issues are detected, repairs would be made under separate contract before work commences on this project. Sewer televising for this project is estimated to cost $3,300.

3.4 Storm Sewer/Drainage

Storm sewer exists along the entire segment of Sunwood Drive. Based on design calculations completed by City staff, no modifications will be required to the existing storm sewer system to meet current State Aid standards. Stormwater runoff is currently conveyed within the concrete curb and gutter along the outside edges of Sunwood Drive, where it is then collected in concrete catch basins and routed through concrete storm sewer pipes to existing wetlands, stormwater drainage ditches, and ponding facilities.

3.5 Streets

3.5.1 Existing Typical Sections

The street was constructed to a width of 40 feet from face-of-curb to face-of-curb, and is centered within an 80 foot wide City-owned right-of-way. Eight-foot parking lanes are delineated along both sides using striping.

3.5.2 Maintenance History

In 2002 the pavement was cracksealed and sealcoated. Spot patching has been applied on an as-needed basis since.

3.6 Land Use

Properties abutting this segment of Sunwood Drive are all zoned E1 or E2, with the exception of Cottonwood Park which is undevelopable.

4. PROPOSED IMPROVEMENTS

4.1 Street and Stormwater Improvements

The segment of Sunwood Drive between Ramsey Boulevard/CSAH 56 and Bunker Lake Boulevard/CR 116 is part of the City's Municipal State Aid System (MSAS). Any proposed improvements must therefore be designed and constructed in accordance with current Minnesota Department of Transportation (MnDOT) State Aid standards, which are generally based on the street's functional classification, projected traffic volume, design speed, lane designations and widths, and proposed pedestrian facilities.

Based on the proposed design, Sunwood Drive must be reconstructed in accordance with State Aid Rule 8820.9936 or 8820.9946. This will depend on the percentage of damaged curb and gutter that needs to be removed and replaced, which will be determined during final design.

The scope of the proposed surface improvements is shown in ***Figure 1*** in ***Appendix A***.

4.1.1 Street Improvements

Sunwood Drive is proposed to be reconstructed at a width matching the existing width which permits on-street parking along both sides of Sunwood Drive. This design will meet current State Aid standards. All damaged B618 concrete curb and gutter is proposed to be removed and replaced in kind. A typical section for the proposed pavement reconstruction improvements is shown in ***Figure 2*** in ***Appendix A.***

The proposed reconstructed bituminous pavement design must accommodate a 10-ton design in accordance with State Aid design standards. City staff is proposing a pavement section design of 2 inches bituminous wear course, 2 inches bituminous base course, and 5 inches of base composed of stabilized full depth reclamation material. This pavement section would be constructed over the existing subgrade after reshaping and compacting.

The proposed pavement design should result in a minimum pavement life of 30 years, assuming that proactive, regular pavement maintenance treatments are performed during the life of the pavement. While a 60-year design life would typically be targeted for a reconstructed street, this project is not proposing a full reconstruction due to the good condition of the majority of existing 20 year old curb and gutter. Therefore, only the aggregate base and bituminous are proposed to be reconstructed at this time as it may make sense to replace the pavement section at the time the rest of the existing curb and gutter is replaced, which may be 30 or more years in the future.

4.1.2 Stormsewer Improvements

The existing storm sewer system is in good condition and appears to meet all current State Aid design standards and is therefore not proposed to be improved. The only proposed storm sewer improvements include repairing catch basin castings as needed. No stormwater quality treatment improvements are required for this project since the street is proposed to be reconstructed at its current width.

4.1.3 Geotechnical Considerations

Northern Technologies, Inc. (NTI) completed a Geotechnical Exploration and Engineering Review including eleven (11) soil borings spaced at approximate 200 foot intervals along Sunwood Drive. The locations of the borings are shown in the Boring Location Diagram in Appendix C of NTI's report, attached in ***Appendix D.*** NTI recommends completing a full reconstruction with subgrade corrections and the removal and replacement of all concrete curb and gutter. This work would result in project costs approximately twice as much as the current estimate included in this report, and would result in significant site access and traffic impacts during construction.

WSB completed four (4) pavement cores along Sunwood Drive as shown in their Pavement Evaluations and Recommendations report, attached in ***Appendix D***. WSB recommends leaving all intact existing curb and gutter in place, which staff estimates accounts for over 80% of the existing curb and gutter, which is only 20 years old. WSB also recommends reconstructing only the aggregate base and bituminous pavement by incorporating additional strength in the aggregate base using a Stabilized Full Depth Reclamation process. In total, this work is estimated to cost half as much as a total reconstruction yet would result in a pavement design life of 30-plus years. In considering that the remaining curb and gutter will likely need to be replaced in 30 to 40 years, a total reconstruction could be evaluated at that time. Another benefit to this design is that it would result in minimal impacts to site access and traffic during construction.

4.1.4 Other Considerations

Driveways:
Existing driveways will need to be reconstructed to varying degrees. The limits of construction will vary with each driveway based on the elevations of the street and the parking lot, as well as the driveway pavement type. During design, staff will evaluate the construction limits for each driveway and will incorporate this into the plans, but as with all street reconstruction projects the exact limits of construction will be determined in the field during construction. Right-of-entry forms would be obtained from private property owners if work is required outside City right-of-ways and easements.

Irrigation Systems:
Developed properties along the project corridor may have private irrigation systems. Impacts to these systems may occur where the existing curb and gutter is being replaced. On past street reconstruction projects, the City repaired private irrigation systems that were damaged as part of the project. Staff recommends foregoing this practice on future projects. Instead, staff recommends notifying property owners in writing of the pending construction as far in advance of construction as possible to allow them to move their irrigation systems out of the construction area, and then replace it once work is complete.

Parking Restrictions:
Parking is currently provided along both sides of the streets and is not currently restricted except for overnight parking per City code. During this project, parking is proposed to be restricted during allowable working hours also.

4.2 Stormwater Treatment

Stormwater retention and/or treatment improvements are not required for this project.

4.3 Water Main Improvements

No watermain improvements are proposed with this project.

4.4 Sanitary Sewer Improvements

No sanitary sewer improvements are proposed with this project.

4.5 Construction Methods

The existing bituminous pavement section will be reconstructed using the SFDR process outlined within this report. See WSB and Associates Pavement Evaluations and Recommendations report in ***Appendix D*** for additional details on the SFDR process.

4.6 Private Utilities

Staff has not yet met with the telephone, gas, power and cable utilities regarding this project. During preparation of plans and specifications, staff will meet with the private utility companies to discuss the proposed improvements as noted in the project schedule within this report. The alignment and footprint of the streets will be considered to minimize impacts to private utilities. No impacts to power poles or street lights are anticipated with this project.

Should any utility company indicate they wish to upgrade, replace and/or otherwise modify their services during this project, any such upgrades, replacements and/or modifications will be at the sole discretion and cost of the utility company.

4.7 Permits

Permits that are anticipated to be required as part of the proposed improvements include:

- MPCA General Stormwater Permit (NPDES)..... Grading and Storm Water

A stormwater permit from the Lower Rum River Watershed Management Organization will not be required with this project.

4.8 Right-of-Ways/Easements

It is anticipated that all improvements will occur within existing City right-of-ways and/or easements, with the possible exception of tying into private driveways and yards. It is therefore not anticipated that the City will need to acquire additional permanent right-of-way or easements for this project. As such, costs for right-of-way or easement acquisitions are not included in the probable project costs.

City staff will obtain any required right of entries.

5. FINANCING

5.1 Opinion of Cost

A detailed opinion of probable costs for the proposed improvements can be found in ***Appendix B*** of this report. The opinion of probable costs incorporates anticipated 2017 construction costs for the proposed improvements plus 23% indirect costs for administrative, engineering, financing and legal costs. Construction contingency costs are not included in the estimated costs.

City staff prepared the Feasibility Report in-house as part of staff's normal duties.

NTI prepared the Geotechnical Exploration and Engineering Review, included in ***Appendix D***, at a cost of $4,400. WSB and Associates, Inc. prepared the Pavement Evaluations and Recommendations included in ***Appendix D***, at a not-to-exceed cost of $2,687.50.

5.2 Funding

5.2.1 Assessments

The City's adopted Special Assessments Policy allows special assessments in an amount not to exceed 25% of eligible street reconstruction project costs to be levied against benefiting properties. Eligible project costs include costs required to reconstruct the street at its current width, and to reconstruct the pavement without increasing its structural capacity. Benefiting properties are considered to be any developable parcel that has, or has the ability to create, one or more direct accesses onto the segment of Sunwood Drive being reconstructed. A total of 9 benefitting properties have been identified for this project, including two City-owned parcels. The Preliminary Assessment Map and Roll are included in ***Appendix C***.

The engineer's opinion of probable costs for eligible assessment costs totals $607,000. Assessable industrial parcels are preliminarily proposed to be assessed for 25 percent of eligible project costs, which totals $151,750. Assessment terms are proposed at ten years. Interest rates are proposed at two percent above the bond interest rate.

The "area" method of assessment identified in the City of Ramsey's Special Assessments Policy is proposed to be used to calculate assessments for this project. Properties which obtain sole access off Sunwood Drive are proposed to be assessed for 100% of the properties area. Two properties have existing or potential access onto other streets so their assessable area was reduced by 40% as shown in the Assessment Roll. This is intended to offset future assessments when the other streets they access are improved.

Special assessments have not been utilized widely in recent years for street reconstruction projects in Ramsey, and special assessments for industrial properties have never been applied using the new Special Assessments Policy. In addition, State Statute and the City Charter do not allow for assessments to exceed the benefit to the property. Therefore, Staff wants to ensure that all assessments applied with this project will not exceed the benefit to assessed properties and will therefore request Council authorization to order a benefit appraisal consultation report for this project in accordance with the City's Special Assessments Policy at the time a construction contract is awarded.

5.2.2 City Contribution

The City contribution to the project will include all funding in excess of the amount collected through special assessments to benefiting properties which equals 75 percent of eligible project costs. No funds have been budgeted for this project.

The City's share of eligible project costs related to surface (street) improvements is proposed to come from the previously encumbered 5-year Street Reconstruction and Overlay Program bonds. Stormwater Utility Funds are proposed to pay for all storm sewer improvements.

Special assessments are proposed to pay back a portion of these costs based on the final assessments adopted by Council at the end of the project.

Table 1 illustrates the proposed project funding based on the proposed design outlined within this report. This funding program assumes construction will occur in 2017.

TABLE 1
Proposed Project Funding

	ASSESSMENTS	CITY FUNDS	TOTAL
Estimated Costs	**$151,750**	**$455,250**	**$607,000**

Total Estimated Project Cost		**$607,000**
Less Special Assessments (25%)	-	$151,750
Subtotal	**=**	**$455,250**
Less City Bonding Funds	-	$447,950
Subtotal	**=**	**$7,300**
Less Stormwater Utility Funds	-	$7,300
Total Remaining Cost	**=**	**$0**

6. PROJECT SCHEDULE

The proposed project schedule is as follows:

Council Orders Feasibility Report ..... August 9, 2016

Council Accepts Feasibility Report/Orders Public Hearing ..... January 24, 2017

Staff Publishes Notice of Public Hearing .....January 27 & February 3, 2017

Public Input Meetings .....January 27 – February 13, 2017

Council Conducts Public Hearing/Authorizes Plans and Specifications ..... February 14, 2017

Staff Conducts Private Utility Coordination Meeting .....February/March, 2017

Council Approves Plans and Specifications/Authorizes Ad for Bids..... April 11, 2017

Staff Advertises for Bids..... April 14 & 21, 2017

Staff Receives Bids ..... May 15, 2017

Council Awards Contract ..... May 23, 2017

Contractor Begins Construction ..... June 2017

Contractor Completes Construction ..... September 8, 2017

Council Orders Assessment Roll/Hearing ..... September 12, 2017

Council Conducts Assessment Hearing.....October 10, 2017

7. CONCLUSIONS AND RECOMMENDATIONS

City of Ramsey Improvement Project 17-00 proposes to reconstruct the bituminous pavement section, to remove and replace damaged concrete curb and gutter, and to complete miscellaneous appurtenant work on Sunwood Drive between Ramsey Boulevard/CSAH 56 and Bunker Lake Boulevard /CSAH 116. This street segment measures approximately 3,050 linear feet (0.58 miles).

It is the recommendation of City staff that City Project No. 17-00 is feasible, necessary, and cost-effective from an engineering standpoint, and that this project would best be constructed as a stand-alone project as proposed herein.

The following Staff recommendations related to the proposed project are presented for Council consideration and concurrence:

1. Staff recommends reconstructing the segment of Sunwood Drive between Ramsey Boulevard/CSAH 56 and Bunker Lake Boulevard /CSAH 116 as proposed herein in 2017 thereby meeting current State Aid design standards and allowing all project costs to be eligible for the use of special assessments per the City's Special Assessments Policy.

2. Staff recommends ordering an assessment appraisal consultation report to ensure that the preliminary special assessments proposed herein will not exceed the benefit received as a result of the improvements in accordance with the City's Special Assessments Policy.

3. Staff recommends reconstructing the off-road bike trail along the north side of Sunwood Drive at a later date pending adoption of the City's Trail Maintenance Policy/Program.

4. Staff recommends excluding private irrigation system work from this project, and from all future City Improvement Projects, and instead recommends notifying property owners of pending construction as far in advance as possible and instructing them to relocate the irrigation system(s) away from the construction area during construction, then allow replacement in or near the original location after construction is complete.

5. Staff recommends meeting with all owners of assessable properties, and all area business owners, to inform them of the proposed improvements, the proposed use of special assessments, and to gather their input prior to conducting the Public Hearing and requesting Council authorization to prepare plans and specifications on February 14th.

The City Council is asked to act on the following items related to the proposed project:

1. Accept the preliminary industrial special assessment rates proposed herein.

2. Adopt Resolution #17-01-028 accepting this Feasibility Report and ordering a Public Hearing for February 14, 2017.

APPENDIX A

Figure 1 – Project Scope
Figure 2 – Typical Section
Project Site Pictures

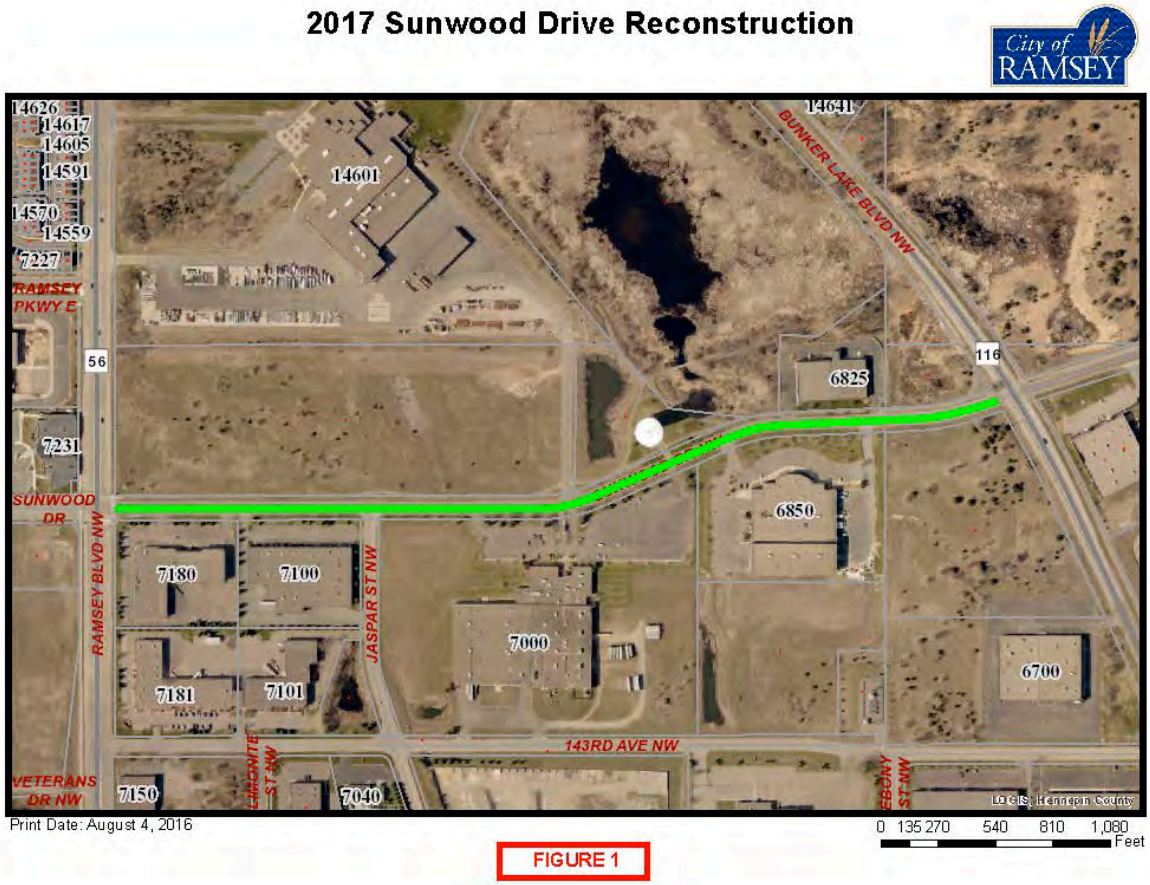


FIGURE 1
PROJECT SCOPE

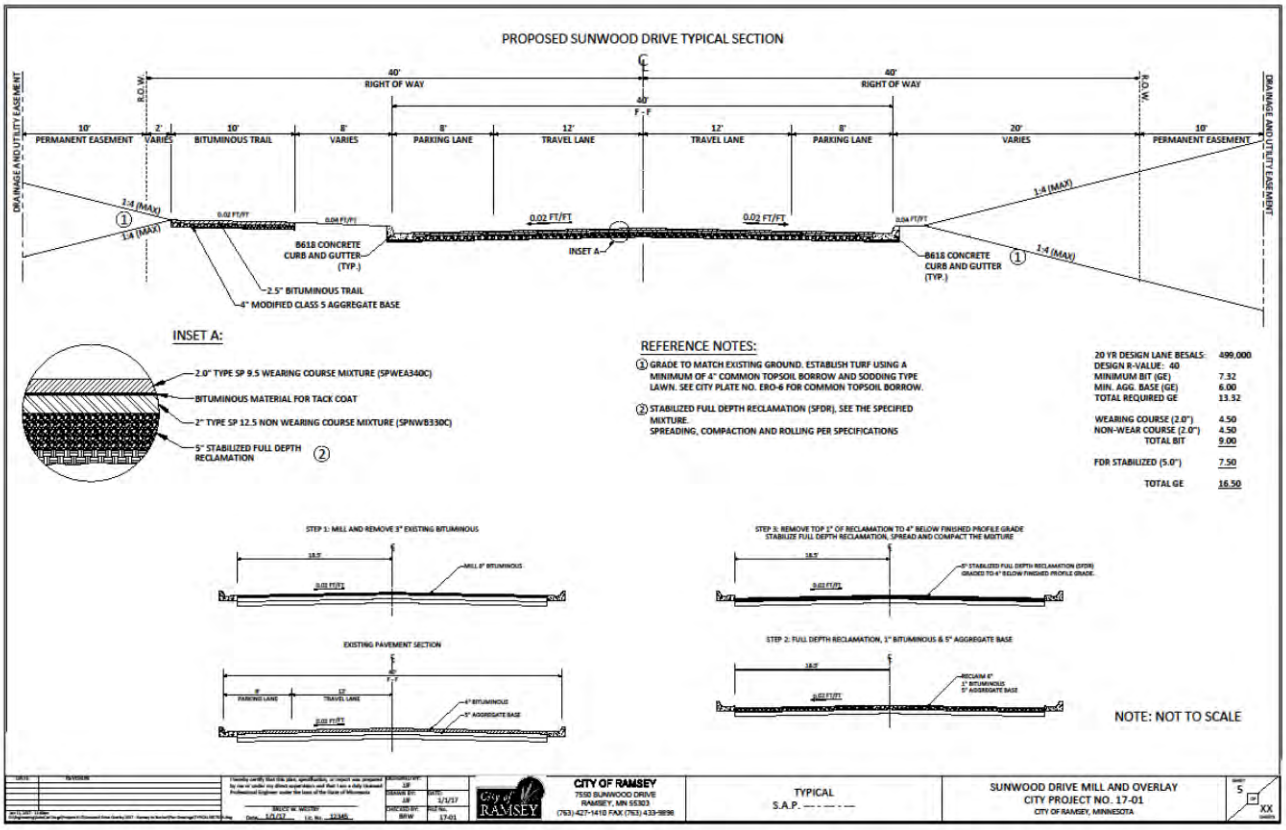


FIGURE 2
TYPICAL SECTION

PROJECT SITE PICTURES







APPENDIX B

Opinion of Probable Costs

17-00 SUNWOOD DRIVE RECONSTRUCTION: RAMSEY BLVD. to BUNKER LAKE BLVD.

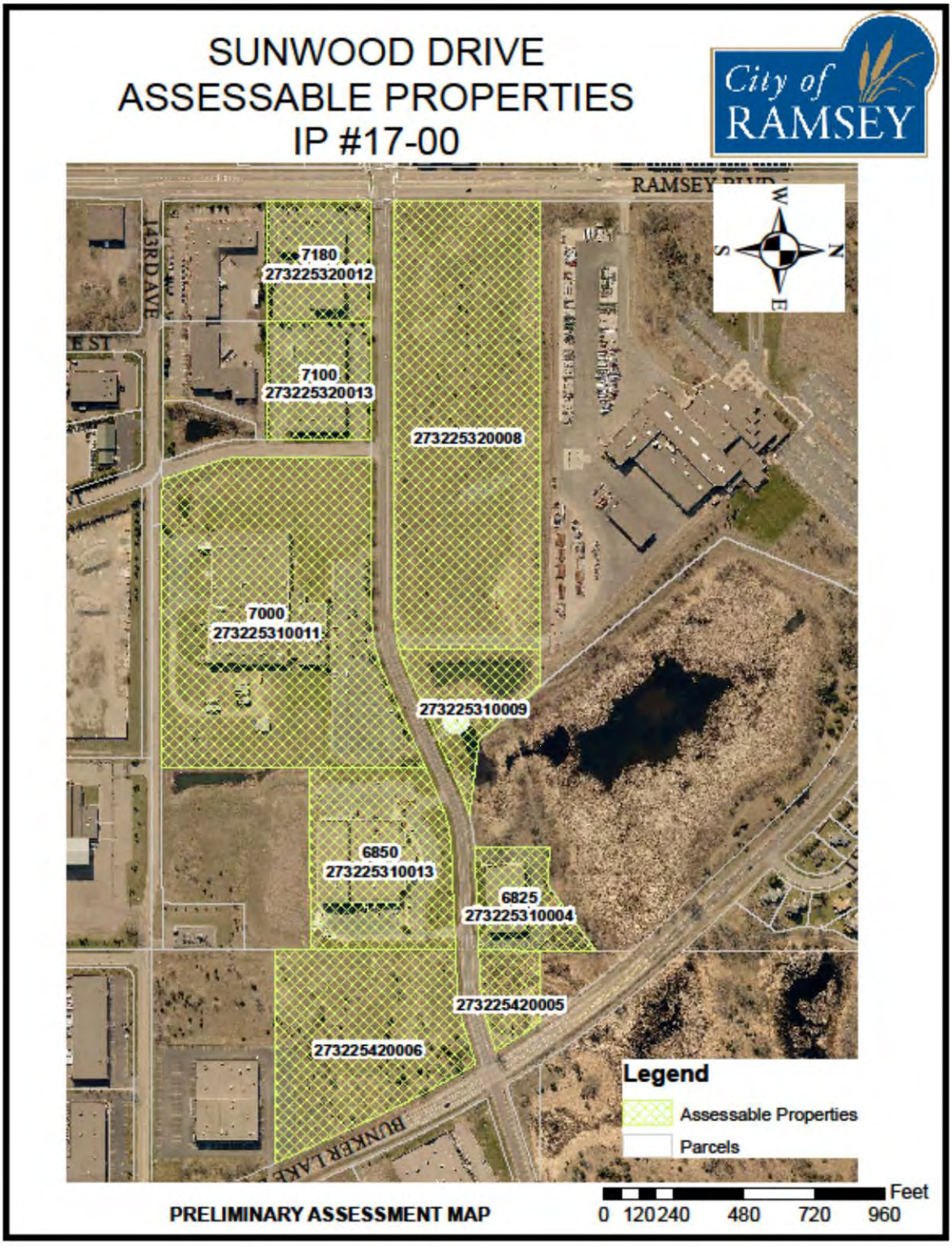
ENGINEER ESTIMATE

1/11/2017

ITEM No.	MNDOT No.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT COST	COST ESTENSION
1	2021.501	MOBILIZATION (10%)	LS	1	$ 44,841.03	$ 45,000.00
2	2104.501	REMOVE CONCRETE CURB AND GUTTER	LF	1100	$ 6.00	$ 6,600.00
3	2104.505	REMOVE BITUMINOUS PAVEMENT	SY	317	$ 4.50	$ 1,426.50
4	2104.505	REMOVE CONCRET VALLEY GUTTER	SY	179	$ 20.00	$ 3,580.00
5	2104.511	SAWING CONCRETE PAVEMENT - FULL DEPTH	LF	200	$ 8.50	$ 1,700.00
6	2104.513	SAWING BITUMINOUS PAVEMENT - FULL DEPTH	LF	564	$ 5.50	$ 3,102.00
7	2130.501	WATER	MGAL	50	$ 32.50	$ 1,625.00
8	2232.501	MILL BITUMINOUS PAVEMENT (1.5" DEPTH X 2' WIDTH)	SY	62	$ 15.00	$ 930.00
9	2232.501	MILL BITUMINOUS PAVEMENT (3.0" DEPTH)	SY	12707	$ 1.25	$ 15,883.75
10	2215.501	STABILIZED FULL DEPTH RECLAMATION (6" DEPTH)	SY	12707	$ 3.50	$ 44,474.50
11	2331.607	HAUL BIT PAVEMENT RECLAMATION (LV)	CY	459	$ 10.00	$ 4,590.00
12	2331.609	BITUMINOUS MATERIAL FOR MIXTURE	TON	133	$ 600.00	$ 79,800.00
13	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GAL	896	$ 2.36	$ 2,114.56
14	2360.502	TYPE SP 9.5 WEARING COURSE MIXTURE (SPWEA340C) (2.0")	TON	1719	$ 65.00	$ 111,735.00
15	2360.502	TYPE SP 12.5 NON-WEARING COURSE MIXTURE (SPNWB330C) (2.0")	TON	1689	$ 61.00	$ 103,029.00
16	2506.602	GROUT CATCH BASIN	EA	11	$ 300.00	$ 3,300.00
17	2506.602	ADJUST CATCH BASIN CASTING	EA	4	$ 1,000.00	$ 4,000.00
18	2531.501	CONCRETE CURB & GUTTER DESIGN B618 (ESTIMATED 20% REPLACE)	LF	1100	$ 13.00	$ 14,300.00
19	2504.602	ADJUST VALVE BOX	EA	6	$ 250.00	$ 1,500.00
20	2506.522	ADJUST FRAME AND RING CASTING (SANITARY MH IN STREET)	EA	9	$ 550.00	$ 4,950.00
21	2531.604	7" CONCRETE VALLEY GUTTER	SY	179	$ 85.00	$ 15,215.00
22	2563.601	TRAFFIC CONTROL	LS	1	$ 10,000.00	$ 10,000.00
23	2573.503	SILT FENCE	LF	100	$ 3.00	$ 300.00
24	2573.530	STORM DRAIN INLET PROTECTION	EA	17	$ 200.00	$ 3,400.00
25	2575.525	COMMON TOPSOIL BORROW (LV)	CY	35	$ 30.00	$ 1,050.00
26	2575.505	SODDING TYPE LAWN	SY	262	$ 7.00	$ 1,834.00
27	2582.501	PAVT MSSG (LT ARROW) EPOXY	EA	2	$ 135.00	$ 270.00
28	2582.501	PAVT MSSG (RT-THRU ARROW) EPOXY	EA	1	$ 200.00	$ 200.00
29	2582.502	24" SOLID LINE WHITE - EPOXY	LF	29	$ 10.00	$ 290.00
30	2582.502	24" SOLID LINE YELLOW - EPOXY	LF	52	$ 10.00	$ 520.00
31	2582.502	4" DOUBLE SOLID LINE YELLOW - EPOXY	LF	3182	$ 1.00	$ 3,182.00
32	2582.502	4" SOLID LINE WHITE - EPOXY	LF	5038	$ 0.50	$ 2,519.00
33	2582.503	CROSSWALK MARKING - EPOXY	SF	198	$ 5.00	$ 990.00
					TOTAL CONSTRUCTION COST	$ *493,410.31*
					23% INDIRECT COST	$ *113,484.37*
					TOTAL PROJECT COST	$ *606,894.68*

APPENDIX C

Preliminary Assessment Map
Preliminary Assessment Roll



PRELIMINARY ASSESSMENT MAP

Preliminary Assessment Roll - IP #17-00 (Area Method)									
PID No.	Property Owner	Total Area (Sq Ft)	Benefiting Area (Sq Ft)	Assessment per Sq Ft	Property Address	City	State	Zip	Assessment
273225310004	NORTH SUBURBAN MANAGEMENT LLC	104,686.35	104,686.35	$0.062869106	6825 SUNWOOD DR NW	RAMSEY	MN	55303	$6,581.54
273225310009	RAMSEY CITY OF	128,427.56	128,427.56	$0.062869106			MN		$8,074.13
273225310011	VISION EASE LP	766,840.76	460,104.46	$0.062869106	7000 SUNWOOD DR NW	RAMSEY	MN	55303	$28,926.36
273225310013	KNOLL PROPERTIES LLC	294,026.97	294,026.97	$0.062869106	6850 SUNWOOD DR NW	RAMSEY	MN	55303	$18,485.21
273225320008	CONNEXUS ENERGY	764,757.09	764,757.09	$0.062869106			MN		$48,079.59
273225320012	RMR CAPITAL LLC	145,873.29	87,523.97	$0.062869106	7180 SUNWOOD DR NW	RAMSEY	MN	55303	$5,502.55
273225320013	OBRIEN PROP OF MINNESOTA LLC	145,877.17	145,877.17	$0.062869106	7100 SUNWOOD DR NW	RAMSEY	MN	55303	$9,171.17
273225420005	RAMSEY CITY OF	58,568.39	58,568.39	$0.062869106			MN		$3,682.14
273225420006	PHILLIPS ALAN C & D V TRUSTEES	369,773.19	369,773.19	$0.062869106			MN		$23,247.31
	TOTALS	2,778,830.77	2,413,745.15						$151,750.00

PRELIMINARY ASSESSMENT ROLL

APPENDIX D

Geotechnical Exploration and Engineering Review (NTI – 30 pages)
Pavement Evaluations and Recommendations (WSB & Associates – 8 pages)

NTI
NORTHERN TECHNOLOGIES, LLC
6160 Carmen Avenue East
Inver Grove Heights, MN 55076
P: 651.389.4191 F: 651.389.4190
www.NTIgeo.com

Unearthing confidence™

November 23, 2016

City of Ramsey
Attention: Mr. Bruce Westby, P.E.
7550 Sunwood Drive NW
Ramsey, Minnesota 55303

Subject: Geotechnical Exploration and Engineering Review
Sunwood Drive – Street Improvements
Ramsey, Minnesota
NTI Project No. 16.61770.100

Northern Technologies, LLC (NTI) has completed a total of eleven (11) borings for the Sunwood Drive project area in the City of Ramsey, Minnesota.

The scope of services included determining existing bituminous and aggregate base thicknesses, and subsurface conditions, and providing recommendations for site preparation, excavations, engineered fill and compaction, depths of unsuitable soils to be removed, groundwater management, potential difficulties during construction, utility installation, and pavement design.

Our services were performed in accordance with our proposal dated October 25, 2016.

PROJECT AND SITE DESCRIPTION

The project includes street and possibly utility improvements to a section of Sunwood Drive between Ramsey Boulevard and Bunker Lake Boulevard in Ramsey, Minnesota.

The pavement sections are proposed to be designed using the average annual daily traffic (AADT) information and based on a 20-year design pavement life. The AADT information noted on the Mn/DOT Traffic Data webpage indicates an AADT of 3500 for the project section of Sunwood Drive. NTI was not aware of invert elevations or other design details of the proposed utilities at the time this report was prepared.

SUBSURFACE EXPLORATION SUMMARY

NTI performed the subsurface exploration program on November 8, 2016 with a two-person crew using a truck-mounted CME-55 drill rig. Samples were generally collected in accordance with ASTM D 1586 "Standard Test Method for Standard Penetration Testing (SPT) and Split-Barrel Sampling of Soils."

The boring locations and depths were determined by a representative with the City of Ramsey. The boring locations were staked in the field by NTI. The borings terminated at nominal depths 11.0 feet below the existing pavement surface. .

Elevations were not provided to NTI, therefore, NTI has assumed a ground surface elevation of 100.0 feet for each of the boring locations. Please refer to the Boring Location Diagram, the Boring Logs in Appendix C, and the Pavement Core Photographs in Appendix D.

Sunwood Drive - (Borings S-1 through S-11)

Bituminous pavement thickness in this project area ranged from approximately 4.3 to 8.3 inches at the boring locations. Apparent aggregate base was not observed at the boring locations. Previously placed fill soils, generally consisting of poorly graded sand with silt (SP-SM), were encountered extending to depths ranging from approximately 2.0 to 7.0 feet below the top of pavement.

Native alluvial soils consisting of poorly graded sand (SP), silty sand (SM), and poorly graded sand with silt (SP-SM) were generally observed extending to the boring termination depths. Varying amounts of gravel were encountered throughout the boring locations.

Groundwater was observed in the boreholes at depths ranging from approximately 7.0 to 9.5 feet below the top of pavement at the time of drilling. Table 1 summarizes the encountered subsurface conditions for these project areas.

Table 1: Pavement and Subgrade Summary[1]
Sunwood Drive

Boring No.	Bituminous Pavement Thickness[2] (inches)	Apparent Aggregate Base Thickness[3] (inches)	Fill Subgrade Material[4]	Native Subgrade Material
S-1	8.3	None	SP-SM	SP-SM
S-2	4.5	None	SP-SM	SP, SP-SM
S-3	4.5	None	SP-SM	SM, SP, SP-SM
S-4	4.5	None	SP-SM	SP-SM
S-5	4.8	None	SP-SM	SP-SM
S-6	4.8	None	SP-SM	SP-SM
S-7	4.3	None	SP-SM	SP, SP-SM
S-8	5.8	None	SP-SM	SP-SM
S-9	4.5	None	SP-SM	SP, SP-SM
S-10	5.0	None	SP-SM	SP, SP-SM
S-11	4.8	None	SP-SM	SP, SP-SM

1. Table summary is a generalization of subsurface conditions at the individual soil boring locations only. They may not reflect variations in subsurface strata occurring on site between boring locations. The general geologic origin of retained soil samples is listed on the boring logs.
2. Measured thickness of the pavement core.
3. Apparent aggregate base thickness, at time of our fieldwork, by visual inspection only and is not mean to confer conformance with DOT specifications.
4. Undocumented fill soils.

GROUNDWATER AND GROUNDWATER CONTROL

Groundwater was observed in the boreholes at depths ranging from approximately 7.0 to 9.5 feet below the top of pavement at the time of drilling.

Depending upon elevations of underground utilities, groundwater may be an issue during construction. It should be noted that if excavations are proposed below the groundwater level, the granular nature of the majority of the on-site soils will likely result in significant volumes of water entering the excavations unless proper dewatering measures are implemented. Well points embedded into the underlying sands will likely be the most suitable method for controlling excess water in deeper excavations. If dewatering is needed during construction, we recommend that the groundwater be maintained a minimum of 2 feet below the bottom of the excavation.

LABORATORY TEST PROGRAM

Our analysis and recommendations of this report are based upon our interpretation of the standard penetration test resistance determined while sampling soils, laboratory test results and experience with similar soils from other sites near the project. The results of such tests are summarized on the boring logs or attached laboratory test reports.

UTILITY LINE CONSTRUCTION

The native sand soils observed in soil borings were generally suitable for utility support and utility backfill. Due to the encountered groundwater levels and depending on the installation depth of the utilities, temporary dewatering may be required during the utility trench excavations. Stabilization of the trench subgrade may be required in order to provide a stable platform for construction. Stabilization could consist of a one half to one foot layer of crushed rock or sand with a maximum 5 percent material passing the No. 200 sieve and 50 percent passing the No. 40 sieve.

The Geotechnical Engineer of Record or their designated representative should observe the project excavations to determine that unsuitable materials have been properly removed and adequate bearing support is provided by the exposed soils. The exposed soil at the base should be compacted to no less than 95 percent standard Proctor maximum dry density (ASTM D698). Such observations and testing should be performed prior to backfilling.

The on-site non-organic soils are anticipated to be suitable for reuse if properly moisture conditioned and compacted. Replacement backfill required in utility trenches should consist of non-organic material similar to the surrounding soil. All import fill should be approved by NTI or the City's representative.

It is especially important that trench backfill for utility construction within paved areas be thoroughly compacted to minimize future pavement damage. We recommend that such soils be compacted in accordance with the recommendations noted in the "Placement and Compaction of Engineered Fill" section in Appendix B of this report.

The stability of embankments along utility excavations is dependent on soil strength, site geometry, moisture content, and any surcharge load for excavated soils and equipment. We present cautionary remarks concerning stability of excavation sideslopes in the "Excavation Stability" section of this report.

The Contractor is solely responsible for assessing the stability of and executing underground utility and project excavations using safe methods. The contractor is also responsible for naming the "competent individual" as per Subpart P of 29 CFR 1926.6 (Federal Register - OSHA).

The Geotechnical Engineer of Record or their designated representative should observe the project excavations to determine that conditions are similar to those encountered in the borings, and that adequate bearing support is provided by the exposed soils.

Excavation Stability

Excavation depth and sidewall inclination should not exceed those specified in local, state or federal regulations. Excavations may need to be widened and sloped, or temporarily braced, to maintain or develop a safe work environment. Contractors must comply with local, state, and federal safety regulations including current OSHA excavation and trench safety standards. Temporary shoring must be designed in accordance with applicable regulatory requirements.

Excavations that penetrate the groundwater surface will require dewatering with sand points or wells. We recommend that the groundwater surface be maintained a minimum of 2 feet below the bottom of the exposed excavation.

Engineered Fill and Winter Construction

The silty sand soils on this site will be susceptible to frost action if not provided adequate drainage, insulation or coverage. Frozen soil should not be used as backfill. When the ambient air temperature falls below freezing for an extended period of time, frost forms, and soil near the surface grade expands. Settlement of the fill may occur as the frozen soils thaw.

If frost penetrates the soil prior to paving, soils must be thawed, scarified, and re-compacted as recommended in this report. Subgrade soils should be inspected prior to paving to verify frozen conditions are not present.

PAVEMENT RECOMMENDATIONS

Mill and Overlay Recommendations

Consideration could be made to milling and overlaying the existing pavement. The roadway sections appear to have a sufficiently thick in place pavement section, over a majority of the project alignment, which would lend itself to rehabilitation via mill and overlay techniques.

In general, pavement sections consisting of 3 inches or less of bituminous asphalt can be difficult to effectively mill and overlay as often times the entire pavement section is reclaimed during the attempted partial section milling process. Additionally, in locations where the existing pavement thickness is less than the recommended thickness, a mill and overlay would not be recommended unless a structural overlay were applied to increase the overall thickness.

Pavement Reconstruction

If the pavement section is to be removed and replaced in its entirety, the most conservative method of subgrade preparation would be remove the undocumented fill soils and replace them in their entirety with properly compacted engineered fill. This method of subgrade preparation would provide the most uniform subgrade but would also be the most costly method of construction and would be relatively a-typical method of subgrade preparation for improvements to existing municipal roadways.

If the City is willing to accept some risk in potential long term detrimental performance for the significant upfront savings, the roadway can be reconstructed over the existing fill. NTI recommends that prior to installing the aggregate base, the existing subgrade should be scarified and re-compacted to a depth of at least 12 inches. A proof roll test should then be performed to determine soft or unstable subgrade areas. The proof roll should be performed with a tandem axle dump truck loaded to gross capacity (at least 20 tons). Acceptance criteria of the proof roll shall be limited to rut formation no more than one inch depth (front or rear axles) and no pumping (rolling) observed during the visual inspection. Proof roll tests should be observed by an experienced technician or geotechnical engineer prior to placement of the aggregate base course to verify the subgrade will provide adequate pavement support.

If rutting or localized unstable subgrade areas are observed, those areas should be subcut, moisture-conditioned, and re-compacted or removed to a stable depth.

If imported fill is required in paved areas it should consist of debris free, non-organic, mineral soil similar in composition to the subgrade soils encountered in the surrounding areas. If sand is imported into areas that are underlain by relatively impervious fine grained soils the sand layer must be drained with drain tile in order to prevent frost heave from water trapped within the imported sand layer during freezing temperatures. Individual lifts of engineered fill should be tempered for moisture content, placed and compacted as noted in the "Placement and Compaction of Engineered Fill" section in Appendix B of this report.

The performance of stabilometer or similar tests, were beyond the scope of this report; however, they may be performed, upon request, for an additional fee. Based on the encountered soil conditions, we estimate that a properly prepared poorly graded sand with silt (SP-SM) soils will have an average stabilometer R-Value of 40.

For a 20-year design pavement life, Table 3 presents our thickness recommendations for flexible (bituminous) pavement. These recommendations were based upon the encountered subgrade conditions, estimated R-value for the existing subgrade soils, the assumed AADT volumes, and the City of Ramsey's typical pavement section for the respective project area.

Table 3: Flexible Pavement Thickness Design[1]
Sunwood Drive

Pavement Section	Calculated Required Pavement Section	City's Typical Pavement Section[2]
Bituminous Wear Course (inches)	1.5	1.5
Bituminous Base Course (inches)	2.0	2.0
Class 5 or 7 Aggregate Base (inches)	6.0	4.0

1. Assumed AADT volume of 3500 and an estimated R-value of 40.
2. The calculated required section was greater than the City's typical section for residential streets, thus NTI recommends that the Calculated Required Pavement Section be implemented.

Pavement recommendations assume the subgrade soils and aggregate section below paved surfaces will drain to subsurface piping for eventual discharge into storm sewer, or above grade to ditching, or similar acceptable systems. Lack of surface and subsurface drainage will significantly reduce the capacity and longevity of the pavement systems indicated above.

We recommend pavements receive annual maintenance, as a minimum, to correct damages to the pavement structure, clean and infill cracks which develop, and repair or resurface areas which exhibit reduced subgrade performance. The lack of maintenance can lead to moisture infiltration of the pavement structure and softening of the subgrade soils. This, in turn, can degrade the performance of the pavement system and result in poorly performing pavements with shortened life expectancy.

CLOSURE

As the widely spaced, small diameter borings provide only a limited amount of data regarding the existing fill, the existing fill may contain soft zones, debris or significantly greater amounts of unsuitable materials than could be reasonably inferred from the boring information. Unsuitable materials may not be discovered during construction and may remain buried within the fill below the slabs and pavements, resulting in greater than anticipated settlements of the slabs and pavements. These risks cannot be eliminated without completely removing the fill, but can be reduced by thorough exploration and testing during site preparation and construction.

Our conclusions and recommendations are predicated on observation and testing of the earthwork directed by Geotechnical Engineer of Record. Our opinions are based on data assumed representative of the site. However, the area coverage of borings in relation to the entire project is very small. For this and other reasons, we do not warrant conditions below the depth of our borings, or that the strata logged from our borings are necessarily typical of the site. Deviations from our recommendations by plans, written specifications, or field applications shall relieve us of responsibility unless our written concurrence with such deviations has been established.

The scope of services for this project does not include either specifically or by implication any environmental or biological assessment of the site or identification or prevention of pollutants, hazardous materials or conditions. If the owner is concerned about the potential for such contamination or pollution, other studies should be undertaken.

This report has been prepared for the exclusive use of The City of Ramsey and its agents for specific application to the proposed Sunwood Drive – Street Improvements project in the City of Ramsey, Minnesota. Northern Technologies, LLC has endeavored to comply with generally accepted geotechnical engineering practice common to the local area. Northern Technologies, LLC makes no other warranty, express or implied.

Northern Technologies, LLC

Debra A. Schroeder, P.E.
Senior Engineer

Steven D. Gerber, P.E.
Senior Engineer

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

Debra A. Schroeder
Date: 11/23/2016 Reg. No. 52743

Attachments
Appendix A - General Notes
Appendix B - Groundwater Issues, Compaction and Placement of Fill
Appendix C - Attachments: Boring Location Diagram (1), Soil Boring Logs (11)
Appendix D - Photographs (11 cores)

APPENDIX A

GEOTECHNICAL EVALUATION OF RECOVERED SOIL SAMPLES

FIELD EXPLORATION PROCEDURES

GENERAL NOTES

WATER LEVEL SYMBOL

DESCRIPTIVE TERMINOLOGY

RELATIVE PROPORTIONS

PARTICLE SIZES

CLASSIFICATION OF SOILS FOR ENGINEERING PURPOSES

GEOTECHNICAL EVALUATION OF RECOVERED SOIL SAMPLES

We visually examined recovered soil samples to estimate distribution of grain sizes, plasticity, consistency, moisture condition, color, presence of lenses and seams, and apparent geologic origin. We then classified the soils according using the Unified Soil Classification System (ASTM D2488). A chart describing this classification system and general notes explaining soil sampling procedures are presented within appendices attachments.

The stratification depth lines between soil types on the logs are estimated based on the available data. In-situ, the transition between type(s) may be distinct or gradual in either the horizontal or vertical directions. The soil conditions have been established at our specific boring locations only. Variations in the soil stratigraphy may occur between and around the borings, with the nature and extent of such change not readily evident until exposed by excavation. These variations must be properly assessed when utilizing information presented on the boring logs.

We request that you, your design team or contractors contact NTI immediately if local conditions differ from those assumed by this report, as we would need to review how such changes impact our recommendations. Such contact would also allow us to revise our recommendations as necessary to account for the changed site conditions.

FIELD EXPLORATION PROCEDURES

Soil Sampling – Standard Penetration Boring:

Soil sampling was performed according to the procedures described by ASTM D-1586. Using this procedure, a 2 inch O.D. split barrel sampler is driven into the soil by a 140 pound weight falling 30 inches. After an initial set of six inches, the number of blows required to drive the sampler an additional 12 inches is recorded (known as the penetration resistance (i.e. “N-value”) of the soil at the point of sampling. The N-value is an index of the relative density of cohesionless soils and an approximation of the consistency of cohesive soils.

Soil Sampling – Power Auger Boring:

The boring(s) was/were advanced with a 6 inch nominal diameter continuous flight auger. As a result, samples recovered from the boring are disturbed, and our determination of the depth, extend of various stratum and layers, and relative density or consistency of the soils is approximate.

Soil Classification:

Soil samples were visually and manually classified in general conformance with ASTM D-2488 as they were removed from the sampler(s). Representative fractions of soil samples were then sealed within respective containers and returned to the laboratory for further examination and verification of the field classification. In addition, select samples were submitted for laboratory tests. Individual sample information, identification of sampling methods, method of advancement of the samples and other pertinent information concerning the soil samples are presented on boring logs and related report attachments.

GENERAL NOTES

DRILLING and SAMPLING SYMBOLS		*LABORATORY TEST SYMBOLS*	
SYMBOL	**DEFINITION**	**SYMBOL**	**DEFINITION**
C.S.	Continuous Sampling	W	Moisture content-percent of dry weight
P.D.	2-3/8" Pipe Drill	D	Dry Density-pounds per cubic foot
C.O.	Cleanout Tube	LL, PL	Liquid and plastic limits determined in accordance with ASTM D 423 and D 424
3 HSA	3 ¼" I.D. Hollow Stem Auger	Q_U	Unconfined compressive strength-pounds per square foot in accordance with ASTM D 2166-66
4 FA	4" Diameter Flight Auger		
6 FA	6" Diameter Flight Auger		
2 ½ C	2 ½" Casing		
4 C	4" Casing		
D.M.	Drilling Mud	Pq	Penetrometer reading-tons/square foot
J.W.	Jet Water	S	Torvane reading-tons/square foot
H.A.	Hand Auger	G	Specific Gravity – ASTM D 854-58
NXC	Size NX Casing	SL	Shrinkage limit – ASTM 427-61
BXC	Size BX Casing	Ph	Hydrogen ion content-meter method
AXC	Size AX casing	O	Organic content-combustion method
SS	2" O.D. Split Spoon Sample	M.A.	Grain size analysis
2T	2" Thin Wall Tube Sample	C*	One dimensional consolidation
3T	3" Thin Wall Tube Sample	Q_C	Triaxial Compression
		* See attached data Sheet and/or graph	

WATER LEVEL SYMBOL

Water levels shown on the boring logs were determined at the time and under the conditions indicated. In sand, the indicated levels can be considered relatively reliable for most site conditions. In clay soils, it is not possible to determine the ground water level within the normal scope of a test boring investigation, except where lenses or layers of more pervious water bearing soil are present; and then a long period of time may be necessary to reach equilibrium. Therefore, the position of the water level symbol for cohesive or mixed soils may not indicate the true level of the ground water table. The available water level information is given at the bottom of the log sheet.

DESCRIPTIVE TERMINOLOGY

RELATIVE DENSITY		*CONSISTENCY*	
TERM	**N_{60} Value** (corrected)	**TERM**	**N_{60} Value** (corrected)
Very Loose	0 – 4	Soft	0 – 4
Loose	5 – 8	Medium	5 – 8
Medium Dense	9 – 16	Rather Stiff	9 – 15
Dense	16 – 30	Stiff	16 – 30
Very Dense	Over 30	Very Stiff	Over 30

RELATIVE PROPORTIONS

TERMS	**RANGE**
Trace	0 – 5%
A little	5 – 15%
Some	15 – 30%

PARTICLE SIZES

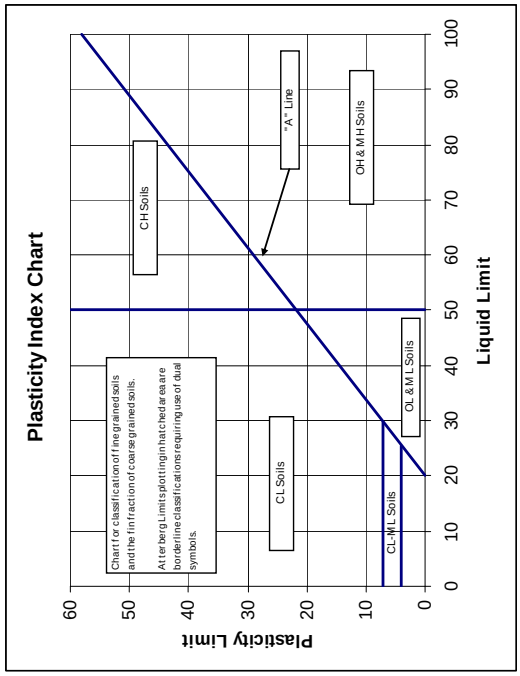
MATERIAL	**DESCRIPTION**	**U.S. SIEVE SIZE**
Boulders		Over 3"
Gravel	Coarse	3" to ¾"
	Medium	¾" to #4
Sand	Coarse	#4 to #10
	Medium	#10 to #40
	Fine	#40 to #200
Silt and Clay	Determined by Hydrometer Test	

CLASSIFICATION of SOILS for ENGINEERING PURPOSES

ASTM Designation D-2487 and D2488 (Unified Soil Classification System)

Major Divisions			Group Symbol	Typical Name	Classification Criteria
Course Grained Soils: More than 50% retained on No. 200 sieve *	Gravels: 50% or more of coarse fraction retained on No. 4 sieve.	Clean Gravels	GW	Well –graded gravels and gravel-sand mixtures, little or no fines.	Cu = D60 / D10 greater than 4. Cz = (D30)2 / (D10 x D60) between 1 & 3.
			GP	Poorly graded gravels and gravel-sand mixtures, little or no fines.	Not meeting both criteria for GW materials.
		Gravels with Fines	GM	Silty gravels, gravel-sand-silt mixtures.	Atterberg limits below "A" line, or P.I. less than 4. / Atterberg limits above "A" line with P.I. greater than 7. — Atterberg limits plotting in hatched area are borderline classifications requiring use of dual symbols.
			GC	Clayey gravels, gravel-sand-clay mixtures.	
	Sands: More than 50% of coarse fraction passes No 4 sieve.	Clean Sands	SW	Well-graded sands and gravelly sands, little or no fines.	Cu = D60 / D10 greater than 6. Cz = (D30)2 / (D10 x D60) between 1 & 3.
			SP	Poorly-graded sands and gravelly sands, little or no fines.	Not meeting both criteria for SW materials.
		Sands with Fines	SM	Silty sands, sand-silt mixtures.	Atterberg limits below "A" line, or P.I. less than 4. / Atterberg limits above "A" line with P.I. > 7. — Atterberg limits plotting in hatched area are borderline classifications requiring use of dual symbols.
			SC	Clayey sands, sand-clay mixtures.	
Fine Grained Soils More than 50% passes No. 200 sieve *	Silts and Clays Liquid Limit of 50% or less		ML	Inorganic silts, very fine sands, rock flour, silty or clayey fine sands.	
			CL	Inorganic clays of low to medium plasticity, gravelly clays, sandy clays, silty clays, lean clays.	
			OL	Organic silts and organic silty clays of low plasticity.	
	Silts and Clays Liquid Limit greater than 50%.		MH	Inorganic silts, micaceous or diatomaceous fine sands or silts, elastic silts.	
			CH	Inorganic clays of high plasticity, fat clays.	
			OH	Organic clays of medium to high plasticity.	
	Highly Organic Soils		Pt	Peat, muck and other highly organic soils.	

Classification on basis of percentage of fines.
Less than 5% passing No. 200 Sieve: GW, GP, SW, SP
More than 12% passing No. 200 Sieve: GM, GC, SM, SC
From 5% to 12% passing No. 200 Sieve: Borderline Classification requiring use of duel symbols.



APPENDIX B

GROUNDWATER ISSUES

PLACEMENT and COMPACTION OF ENGINEERED FILL

GROUNDWATER ISSUES

The following presents additional comment and soil specific issues related to measurement of groundwater conditions at your project site.

Note that our groundwater measurements, or lack thereof, will vary depending on the time allowed for equilibrium to occur in the borings. Extended observation time was not available during the scope of the field exploration program and, therefore, groundwater measurements as noted on the borings logs may or may not accurately reflect actual conditions at your site.

Seasonal and yearly fluctuations of the ground water level, if any, occur. Perched groundwater may be present within sand and silt lenses bedded within cohesive soil formations. Groundwater typically exists at depth within cohesive and cohesionless soils.

We anticipate that a system of sump pits and pumps located outside of the excavation areas would be suitable for control if groundwater were to be encountered. However, a well point system would be more suitable for control of groundwater if excavations were to be advanced into the ground water table at depth in free draining granular soils. Additionally, we caution such seepage from such formations and any water entry from excavations below the groundwater table may be heavy and will vary based on seasonal and annual precipitation, and ground related impacts in the vicinity of the project. The groundwater surface should be maintained a minimum of 2 feet below the bottom of the excavation at all times.

PLACEMENT and COMPACTION OF ENGINEERED FILL

Unless otherwise superseded within the body of the Geotechnical Exploration Report, the following criteria shall be utilized for placement of engineered fill on project. This includes, but is not limited to earthen fill placement to improve site grades, fill placed below structural footings, fill placed interior of structure, and fill placed as backfill of foundations.

Engineered fill placed for construction, if necessary should consist of natural, non-organic, competent soils native to the project area. Such soils may include, but are not limited to gravel, sand, or clays with Unified Soil Classification System (ASTM D2488) classifications of GW, SP, or SM. Use of silt or clayey silt as project fill will require additional review and approval of project Geotechnical Engineer of Record. Such soils have USCS classifications of ML, MH, ML-CL, MH-CH. Use of topsoil, marl, peat, other organic soils construction debris and/or other unsuitable materials as fill is not allowed. Such soils have USCS classifications of OL, OH, Pt.

Engineered fill, classified as clay, should be tempered such that the moisture content at the time of placement is equal to and no more than 3 percent above the optimum content for as defined by the appropriate proctor test. Likewise, engineered fill classified as gravel or sand should be tempered such that the moisture content at the time of placement is within 3 percent of the optimum content.

All engineered fill for construction should be placed in individual 8 inch maximum depth lifts. Each lift of fill should be compacted by large vibratory equipment until the in-place soil density is equal to or greater than the criteria established within the following tabulation.

	Compaction Criteria (% respective Proctor)[1]	
Type of Construction	**Clay**	**Sand or Gravel**
General Embankment Fill	Min. 95	Min. 95
Engineered Fill below Foundations	NA	Min. 98
Engineered Fill below Floor Slabs	NA	Min. 98
Engineered Fill placed as Pavement Aggregate Base	NA	Min. 100
Engineered Fill placed to within 3 feet of pavement aggregate base	Min. 95	Min. 95
Engineered Fill placed within 3 feet of pavement aggregate base	Min. 100	Min. 100

1 Unless otherwise required, compaction shall be based on the Standard Proctor Test (ASTM D698).

Density tests should be taken during engineered fill placement to document earthwork has achieved necessary compaction of the material(s). Recommendations for interior fill placement and backfill of foundation walls are presented within other sections of this report.

APPENDIX C

BORING LOCATION DIAGRAM

SOIL BORING LOGS



Boring Location Diagram

Completed Soil Borings:

Alpine and Sunwood Drive – Street Improvements – Sunwood Drive

Ramsey, Minnesota

NTI Project #: 16.61770.100

N

NOTE: Boring locations are approximate.

NTI NORTHERN TECHNOLOGIES, LLC

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BORING NUMBER S-1

CLIENT City of Ramsey
PROJECT NAME Alpine and Sunwood Drive - Street Improvements
PROJECT NUMBER 16.61770.100
PROJECT LOCATION Ramsey, MN
DATE STARTED 11/8/16 **COMPLETED** 11/8/16
GROUND ELEVATION 100 ft **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
▽ **AT TIME OF DRILLING** 9.50 ft / Elev 90.50 ft
LOGGED BY Robert Hawkins **CHECKED BY** DAS
AT END OF DRILLING ---
CAVE IN (ft) --- **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation assumed 100.0 Feet.

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.7 BITUMINOUS PAVEMENT (8.3 Inches) 99.3	AU 1									
		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, trace gravel (Fill) NOTE: Brown to dark brown below 2.0 feet.	SS 2	100	7-8-9 (17)			9				
		4.5 95.5										
5		POORLY GRADED SAND WITH SILT, (SP-SM) brown to light brown, fine to medium grained, moist to saturated, medium dense to loose, trace gravel (Alluvial)	SS 3	89	6-7-6 (13)							
			SS 4	94	3-2-3 (5)							
10		▽										
		11.0 89.0	SS 5	89	4-6-5 (11)							

Bottom of borehole at 11.0 feet.

NTI GEOTECH COLUMNS W/NOTES - NTI 2016-08-10.GDT - 11/21/16 17:16 - \\NTIDATA\RAMSEY\1-PROJECTS\2016 PROJECTS\ALPINE AND SUNWOOD DRIVE STREET IMPROVEMENTS - GEO - (16.61770.100)\ENGINEERING\ENGINEERING REPORTS\GINT\RAMSEY LOGS.GPJ

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BORING NUMBER S-2

CLIENT City of Ramsey
PROJECT NAME Alpine and Sunwood Drive - Street Improvements
PROJECT NUMBER 16.61770.100
PROJECT LOCATION Ramsey, MN
DATE STARTED 11/8/16 **COMPLETED** 11/8/16
GROUND ELEVATION 100 ft **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
▽ **AT TIME OF DRILLING** 7.00 ft / Elev 93.00 ft
LOGGED BY Robert Hawkins **CHECKED BY** DAS
AT END OF DRILLING ---
CAVE IN (ft) 4 **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation assumed 100.0 Feet.

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.4 BITUMINOUS PAVEMENT (4.5 Inches) 99.6	AU 1									
		POORLY GRADED SAND WITH SILT, (SP-SM) brown to dark brown, fine to medium grained, moist, trace gravel (Fill)	SS 2	67	3-6-8 (14)							
5			SS 3	83	5-6-5 (11)			6				
		7.0 ▽ 93.0 POORLY GRADED SAND, (SP) light brown, fine to medium grained, saturated, loose, trace gravel (Alluvial)	SS 4	100	3-4-3 (7)							
10		9.5 90.5 POORLY GRADED SAND WITH SILT, (SP-SM) brown to dark brown, fine to medium grained, saturated, loose, trace gravel (Alluvial)	SS 5	78	3-3-5 (8)							
		11.0 89.0 Bottom of borehole at 11.0 feet.										

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BORING NUMBER S-3

CLIENT City of Ramsey
PROJECT NAME Alpine and Sunwood Drive - Street Improvements
PROJECT NUMBER 16.61770.100
PROJECT LOCATION Ramsey, MN
DATE STARTED 11/8/16 **COMPLETED** 11/8/16
GROUND ELEVATION 100 ft **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
▽ **AT TIME OF DRILLING** 7.50 ft / Elev 92.50 ft
LOGGED BY Robert Hawkins **CHECKED BY** DAS
AT END OF DRILLING ---
CAVE IN (ft) 3.5 **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation assumed 100.0 Feet.

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION		SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.4 BITUMINOUS PAVEMENT (4.5 Inches)	99.6	AU 1									
		POORLY GRADED SAND WITH SILT, (SP-SM) brown to dark brown, fine to medium grained, moist, little gravel (Fill)	98.0	SS 2	94	4-5-4 (9)			9				16
5		4.5 SILTY SAND, (SM) brown, fine to medium grained, moist, medium dense, trace gravel (Alluvial)	95.5	SS 3	94	5-6-7 (13)							
		▽ POORLY GRADED SAND, (SP) light brown, fine to medium grained, moist to saturated, medium dense to loose, trace gravel (Alluvial)		SS 4	89	3-4-3 (7)							
10		9.5	90.5										
		11.0 POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, saturated, loose, trace gravel (Alluvial)	89.0	SS 5	83	3-3-4 (7)							

Bottom of borehole at 11.0 feet.

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BORING NUMBER S-4

CLIENT City of Ramsey
PROJECT NAME Alpine and Sunwood Drive - Street Improvements
PROJECT NUMBER 16.61770.100
PROJECT LOCATION Ramsey, MN
DATE STARTED 11/8/16 **COMPLETED** 11/8/16
GROUND ELEVATION 100 ft **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
▽ **AT TIME OF DRILLING** 7.00 ft / Elev 93.00 ft
LOGGED BY Robert Hawkins **CHECKED BY** DAS
AT END OF DRILLING ---
CAVE IN (ft) --- **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation assumed 100.0 Feet.

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION		SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.4 BITUMINOUS PAVEMENT (4.5 Inches)	99.6	AU 1									
		2.0 POORLY GRADED SAND WITH SILT, (SP-SM) dark brown, fine to medium grained, moist, trace gravel (Fill)	98.0	SS 2	94	5-6-7 (13)			8				9
		4.5 POORLY GRADED SAND WITH SILT, (SP-SM) dark brown, fine to medium grained, moist, trace gravel (Fill)	95.5										
5		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist to saturated, medium dense to loose, trace gravel (Alluvial) ▽		SS 3	89	5-6-6 (12)							
				SS 4	83	3-4-3 (7)							
10		11.0	89.0	SS 5	89	3-3-4 (7)							

Bottom of borehole at 11.0 feet.

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BORING NUMBER S-5

CLIENT City of Ramsey
PROJECT NAME Alpine and Sunwood Drive - Street Improvements
PROJECT NUMBER 16.61770.100
PROJECT LOCATION Ramsey, MN
DATE STARTED 11/8/16 **COMPLETED** 11/8/16
GROUND ELEVATION 100 ft **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
▽ **AT TIME OF DRILLING** 7.50 ft / Elev 92.50 ft
LOGGED BY Robert Hawkins **CHECKED BY** DAS
AT END OF DRILLING ---
CAVE IN (ft) 4 **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation assumed 100.0 Feet.

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.4 BITUMINOUS PAVEMENT (4.8 Inches) 99.6	AU 1									
		POORLY GRADED SAND WITH SILT, (SP-SM) brown to dark brown, fine to medium grained, moist, trace gravel (Fill) NOT: Brown to dark brown below 2.0 feet.	SS 2	78	6-6-8 (14)			5				
5		4.5 POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist to saturated, medium dense to loose, trace gravel (Alluvial) 95.5	SS 3	83	5-5-6 (11)							
		▽	SS 4	72	3-4-3 (7)							
10		11.0 89.0	SS 5	89	3-4-5 (9)							

Bottom of borehole at 11.0 feet.

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BORING NUMBER S-6

CLIENT City of Ramsey
PROJECT NAME Alpine and Sunwood Drive - Street Improvements
PROJECT NUMBER 16.61770.100
PROJECT LOCATION Ramsey, MN
DATE STARTED 11/8/16 **COMPLETED** 11/8/16
GROUND ELEVATION 100 ft **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
▽ **AT TIME OF DRILLING** 7.00 ft / Elev 93.00 ft
LOGGED BY Robert Hawkins **CHECKED BY** DAS
AT END OF DRILLING ---
CAVE IN (ft) 3.5 **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation assumed 100.0 Feet.

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.4 BITUMINOUS PAVEMENT (4.8 Inches) 99.6	AU 1									
		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, little gravel (Fill)	SS 2	67	4-6-7 (13)							
		4.5 95.5										
5		POORLY GRADED SAND WITH SILT, (SP-SM) brown to light brown, fine to medium grained, moist to saturated, medium dense to loose, trace gravel (Alluvial) ▽	SS 3	89	5-6-6 (12)			12				
			SS 4	94	3-4-3 (7)							
10		11.0 89.0	SS 5	50	3-4-4 (8)							

Bottom of borehole at 11.0 feet.

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BORING NUMBER S-7

CLIENT City of Ramsey
PROJECT NAME Alpine and Sunwood Drive - Street Improvements
PROJECT NUMBER 16.61770.100
PROJECT LOCATION Ramsey, MN
DATE STARTED 11/8/16 **COMPLETED** 11/8/16
GROUND ELEVATION 100 ft **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
▽ **AT TIME OF DRILLING** 7.00 ft / Elev 93.00 ft
LOGGED BY Robert Hawkins **CHECKED BY** DAS
AT END OF DRILLING ---
CAVE IN (ft) 3.5 **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation assumed 100.0 Feet.

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.4 BITUMINOUS PAVEMENT (4.3 Inches) 99.7	AU 1									
		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, trace gravel, occasional bituminous debris (Fill)	SS 2	89	4-5-5 (10)			4				
		4.5 95.5										
5		POORLY GRADED SAND, (SP) light brown, fine to medium grained, moist, loose, trace gravel (Alluvial)	SS 3	83	4-4-4 (8)							
		7.0 ▽ 93.0										
		POORLY GRADED SAND WITH SILT, (SP-SM) brown to light brown, fine to medium grained, saturated, medium dense, trace gravel (Alluvial)	SS 4	89	3-4-5 (9)							
10			SS 5	100	3-5-6 (11)							
		11.0 89.0										

Bottom of borehole at 11.0 feet.

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BORING NUMBER S-8

CLIENT City of Ramsey
PROJECT NAME Alpine and Sunwood Drive - Street Improvements
PROJECT NUMBER 16.61770.100
PROJECT LOCATION Ramsey, MN
DATE STARTED 11/8/16 **COMPLETED** 11/8/16
GROUND ELEVATION 100 ft **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
▽ **AT TIME OF DRILLING** 7.00 ft / Elev 93.00 ft
LOGGED BY Robert Hawkins **CHECKED BY** DAS
AT END OF DRILLING ---
CAVE IN (ft) 4 **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation assumed 100.0 Feet.

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.5 BITUMINOUS PAVEMENT (5.8 Inches) 99.5	AU 1									
		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, trace gravel (Fill) NOTE: Brown to dark brown with occasional bituminous debris below 2.0 feet.	SS 2	78	7-8-7 (15)			5				
		4.5		95.5								
5		POORLY GRADED SAND WITH SILT, (SP-SM) brown to light brown, fine to medium grained, moist to saturated, loose, trace gravel ▽ (Alluvial)	SS 3	83	3-4-4 (8)							
			SS 4	94	4-3-4 (7)							
10			SS 5	89	3-4-3 (7)							
		11.0		89.0								

Bottom of borehole at 11.0 feet.

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BORING NUMBER S-9

CLIENT City of Ramsey
PROJECT NAME Alpine and Sunwood Drive - Street Improvements
PROJECT NUMBER 16.61770.100
PROJECT LOCATION Ramsey, MN
DATE STARTED 11/8/16 **COMPLETED** 11/8/16
GROUND ELEVATION 100 ft **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
▽ **AT TIME OF DRILLING** 7.50 ft / Elev 92.50 ft
LOGGED BY Robert Hawkins **CHECKED BY** DAS
AT END OF DRILLING ---
CAVE IN (ft) 4 **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation assumed 100.0 Feet.

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION		SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.4 BITUMINOUS PAVEMENT (4.5 Inches)	99.6	AU 1					6				8
		2.0 POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, trace gravel (Fill)	98.0	SS 2	89	6-10-8 (18)							
5		4.5 POORLY GRADED SAND WITH SILT, (SP-SM) orange brown, fine to medium grained, moist, trace gravel (Fill)	95.5	SS 3	100	5-6-5 (11)							
		7.0 POORLY GRADED SAND, (SP) light brown, fine to medium grained, moist, medium dense, trace gravel (Alluvial)	93.0	SS 4	89	3-4-4 (8)							
10		▽ POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist to saturated, loose to medium dense, trace gravel (Alluvial)		SS 5	89	3-4-5 (9)							
		11.0	89.0										

Bottom of borehole at 11.0 feet.

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BORING NUMBER S-10

CLIENT City of Ramsey
PROJECT NAME Alpine and Sunwood Drive - Street Improvements
PROJECT NUMBER 16.61770.100
PROJECT LOCATION Ramsey, MN
DATE STARTED 11/8/16 **COMPLETED** 11/8/16
GROUND ELEVATION 100 ft **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
▽ **AT TIME OF DRILLING** 7.50 ft / Elev 92.50 ft
LOGGED BY Robert Hawkins **CHECKED BY** DAS
AT END OF DRILLING ---
CAVE IN (ft) 5 **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation assumed 100.0 Feet.

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.4 BITUMINOUS PAVEMENT (5.0 Inches) 99.6	AU 1									
		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, trace gravel, occasional bituminous debris (Fill)	SS 2	100	16-7-8 (15)			4				
5		4.5 95.5 POORLY GRADED SAND, (SP) light brown, fine to medium grained, moist, loose, trace gravel (Alluvial)	SS 3	100	3-4-4 (8)							
		7.0 93.0 ▽ POORLY GRADED SAND WITH SILT, (SP-SM) gray, fine to medium grained, moist to saturated, loose, trace gravel (Alluvial)	SS 4	100	2-2-3 (5)							
10			SS 5	89	5-4-4 (8)							
		11.0 89.0										

Bottom of borehole at 11.0 feet.

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BORING NUMBER S-11

CLIENT City of Ramsey
PROJECT NAME Alpine and Sunwood Drive - Street Improvements
PROJECT NUMBER 16.61770.100
PROJECT LOCATION Ramsey, MN
DATE STARTED 11/8/16 **COMPLETED** 11/8/16
GROUND ELEVATION 100 ft **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
▽ **AT TIME OF DRILLING** 9.50 ft / Elev 90.50 ft
LOGGED BY Robert Hawkins **CHECKED BY** DAS
AT END OF DRILLING ---
CAVE IN (ft) 4 **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation assumed 100.0 Feet.

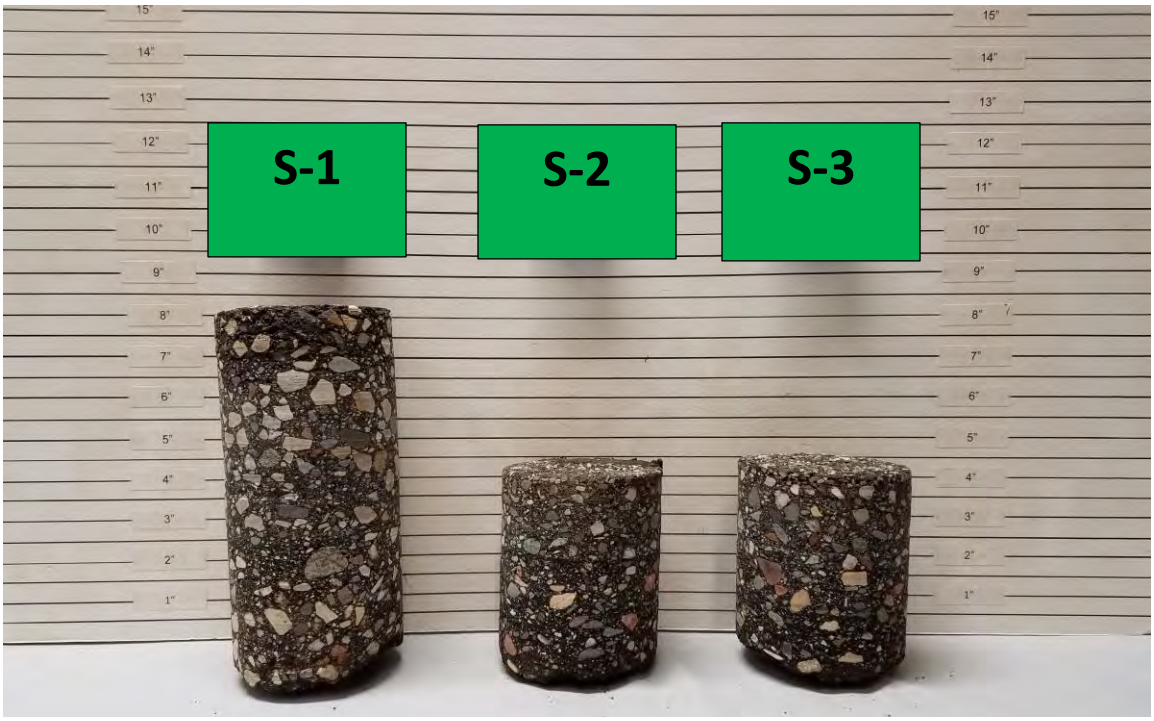
DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION		SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.4 BITUMINOUS PAVEMENT (4.8 Inches)	99.6	AU 1									
		2.0 POORLY GRADED SAND WITH SILT, (SP-SM) brown to dark brown, fine to medium grained, moist, trace gravel (Fill)	98.0	SS 2	89	3-4-5 (9)							
5		POORLY GRADED SAND, (SP) light brown, fine to medium grained, moist, medium dense to very loose, trace gravel (Alluvial)		SS 3	94	3-3-3 (6)			5				4
				SS 4	83	2-2-2 (4)							
10		9.5 ▽	90.5										
		11.0 POORLY GRADED SAND WITH SILT, (SP-SM) brown to light brown, fine to medium grained, saturated, loose, trace gravel (Alluvial)	89.0	SS 5	78	3-3-4 (7)							
		Bottom of borehole at 11.0 feet.											

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APPENDIX D

PAVEMENT CORE PHOTOGRAPHS

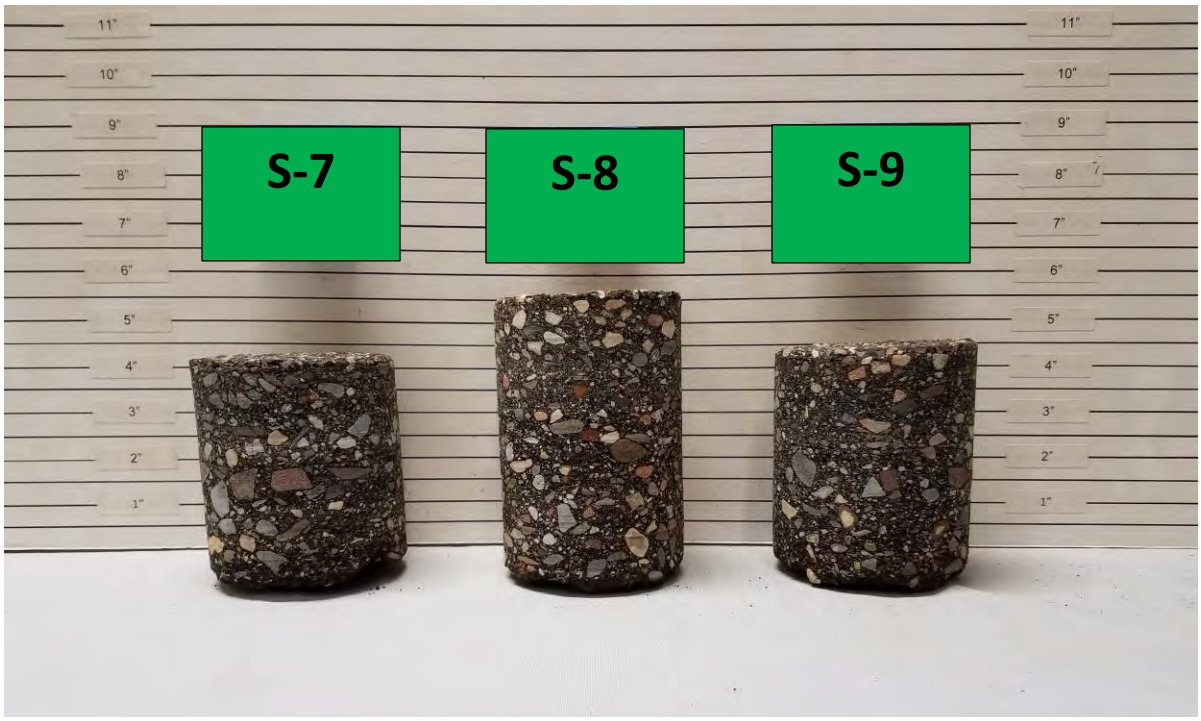
Bituminous Pavement Cores, S-1: 8 ¼ Inches, S-2: 4 ½ Inches, S-3: 4 ½ Inches.



Bituminous Pavement Cores, S-4: 4 ½ Inches, S-5: 4 ¾ Inches, S-6: 4 ¾ Inches.



Bituminous Pavement Cores, S-7: 4 ¼ Inches, S-8: 5 ¾ Inches, S-9: 4 ½ Inches.



Bituminous Pavement Cores, S-10: 5 Inches, S-11: 4 ¾ Inches.



701 Xenia Avenue South | Suite 300 | Minneapolis, MN 55416 | (763) 541-4800

December 27, 2016

Mr. Bruce Westby P.E.
City Engineer
7550 Sunwood Drive NW.
Ramsey, MN 55303

Re: Pavement Evaluations and Recommendations for City of Ramsey Improvement Project #17-00
2017 Sunwood Drive Reconstruction

Observation: On December 20, 2016 WSB & Associates cored Sunwood Drive from Ramsey Blvd. to Bunker Lake Blvd in Ramsey, MN, to verify the thickness of the Hot Mix Asphalt (HMA) and to determine what type of granular base was under the HMA. The pavement is in a light industrial park area and was constructed in 1980s. The main observed distress was cracking caused by aging of the HMA. Some fatigue cracks were observed in the wheel paths which are to be expected as a pavement meets its design life. One other observation was that the some of the warehouses were expanding their building which leads me to believe the truck traffic will only increase over the next 20 years. The cores measured 4 inches thick with a granular base material that appears to be Class 5.

Recommendations: Based on the information above our first recommendation would be to mill off 3 inches of the HMA and then do a 6 inch Stabilized Full Depth Reclamation (SFDR) using asphalt emulsion. The concept of doing SFDR over removing and repaving is that we can increase the structural capacity of the pavement by building down deeper into the pavement structure. This option would completely break up the existing crack pattern. Properly designed and constructed SFDR should yield gravel equivalencies of 1.5 to 2.0 with 1.8 being a good design value to use. Then repave the last 3 inches using SPWEB440C Super Pave. MnDOT gives this option the same value as a complete reconstruction at approximately 40 to 60 percent of the cost.

Option 2 would be to remove all the HMA and re-compact the base and repave. This option should be less expensive than Option 1. The one issue that we have with this option is the belief that truck traffic on Sunwood is only going to increase and that this option may fail prematurely compared to the existing pavement. If this option is chosen we would recommend using 4 inches of the same HMA as spelled out above.

Please let me know if you have any other questions of comments regarding this report.

Sincerely,

WSB & Associates, Inc.

Thomas J. Wood
Project Manager

Appendix A

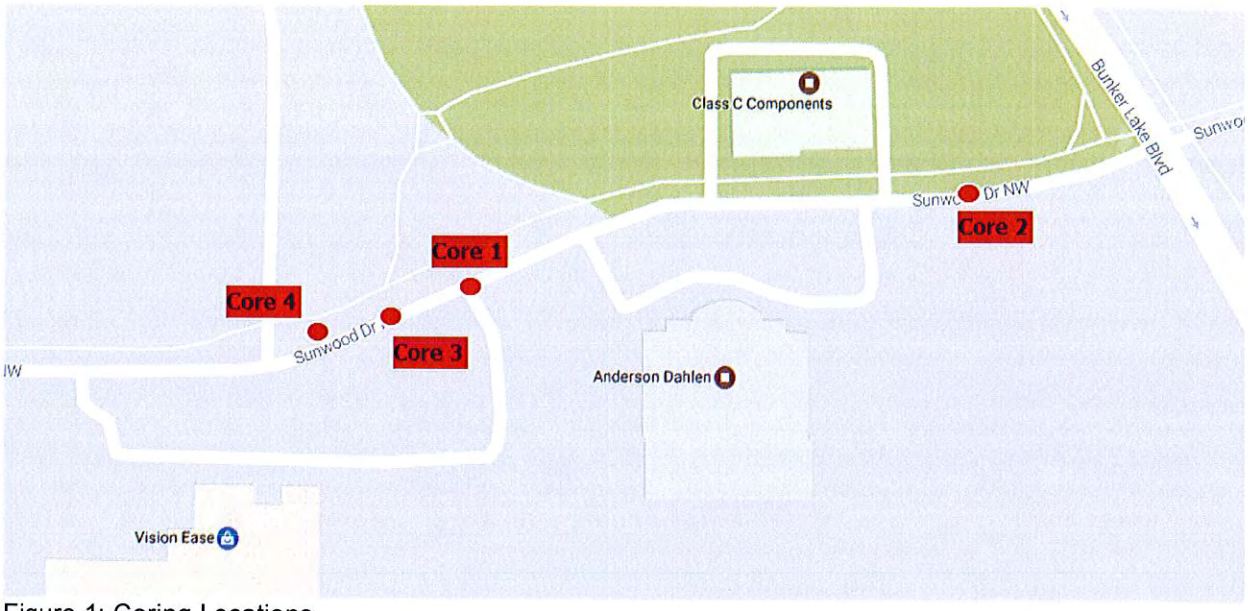


Figure 1: Coring Locations

Appendix B

Core 1







Core 2







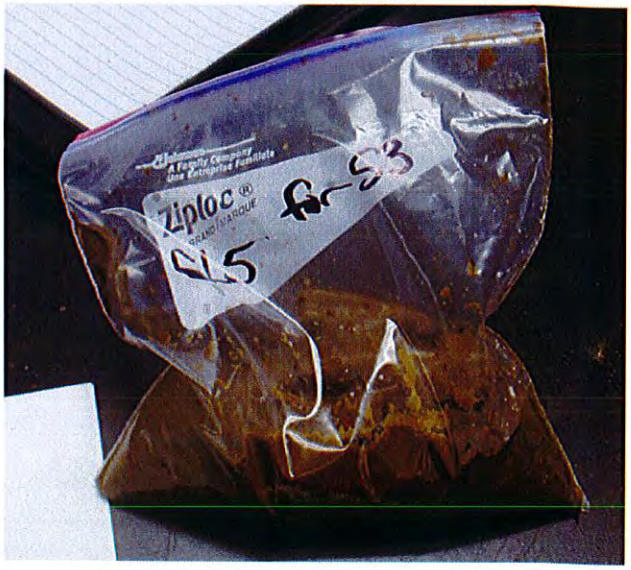


Core 3









Core 4





SPECIAL ASSESSMENTS POLICY AND PROCEDURES FOR PUBLIC IMPROVEMENTS AND MAINTENANCE COSTS

SECTION 1. General Policy Statement.
SECTION 2. Improvements and Maintenance Costs Eligible for Special Assessment.
SECTION 3. Initiation of Public Improvement Projects.
SECTION 4. Public Improvement Procedures.
SECTION 5. Financing of Public Improvements.
SECTION 6. General Assessment Policies.
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SECTION 9. Policies of Reassessment.
SECTION 10. Assessment Computations.
SECTION 11. Deferment of Assessments.

SECTION 1. GENERAL POLICY STATEMENT.

The purpose of this policy is to establish a fair and equitable manner of assessing the increase in market value (special benefit) associated with public improvements. The procedures used by the City for levying special assessments are those specified by the City Charter and Minnesota Statutes Chapter 429, which provide that all or a part of the cost of improvements may be assessed against benefiting properties.

Three basic criteria must be satisfied before a particular parcel can be assessed. The criteria are as follows:

1. The land must have received special benefit from the improvement.
2. The amount of the assessment must not exceed the special benefit.
3. The assessment must be uniform in relation to the same class of property within the assessment area.

It is important to recognize that the actual cost of extending an improvement past or through a particular parcel is not the controlling factor in determining the amount to be assessed. However, in many cases the method for assigning the value of the benefit received by the improvement, and therefore the amount to be assessed, will focus on calculating the proportionate cost of providing the improvement, provided the cost does not exceed the increase in property market value resulting from the improvement. The entire project shall be considered as a whole for the purpose of calculating and computing an assessment rate. In the event City staff has doubt as to whether the costs of the project may exceed the special benefits to the property, the City Council may obtain such appraisals as may be necessary to support the proposed assessment.

The assessment policy is intended to serve as a guide for a systematic assessment process in the City. There may be exceptions to the policy or unique circumstances or situations that may require special consideration and discretion by City staff and the City Council.

SECTION 2. IMPROVEMENTS AND MAINTENANCE COSTS ELIGIBLE FOR SPECIAL ASSESSMENT.

Subd. 1. Public improvements, and related acquisition, construction, extension, and maintenance of such improvements, authorized by Minnesota Statutes, Sections 429.021 and 459.14, subd. 7, that are eligible for special assessment within the City include the following:

1. Streets, sidewalks, pavement, curbs and gutters, including the beautification thereof.
2. Parking lots.
3. Water works systems and appurtenances, within and without the corporate limits.
4. Sanitary sewer and storm sewer systems including appurtenances, within and without the corporate limits.
5. Street boulevard trees.
6. Street lights, street lighting systems and special lighting systems.
7. Steam heating mains.
8. Parks, playgrounds, and recreational facilities, including the purchase of equipment, within or without the corporate limits.
9. Abatement of nuisances, including but not limited to, draining and filling swamps, marshes, and ponds on public and private property.
10. Dikes and other flood control works.
11. Retaining walls and area walls.
12. A pedestrian skyway system upon a petition pursuant to section 429.031, subdivision 3.
13. Underground pedestrian concourses.
14. Public malls, plazas or courtyards.
15. District heating systems.
16. Fire protection systems in existing buildings upon a petition pursuant to section 429.031, subdivision 3.
17. Highway sound barriers.
18. Gas and electric distribution facilities.

Subd. 2. The City is also authorized by ordinance adopted pursuant to Minnesota Statutes Section 429.101 to recover, through special assessment, certain costs, including the following:

1. Snow, ice, or rubbish removal from sidewalks.
2. Weed elimination from streets or private property.
3. Removal or elimination of public health or safety hazards from private property excluding any structure included under the provisions of Minnesota Statutes, sections 463.15 to 463.26.
4. Installation or repair of water service lines, street sprinkling, sweeping, or other dust treatment of streets.
5. The trimming and care of trees and the removal of unsound trees from any street.
6. The treatment and removal of insect infested or diseased trees on private property.
7. The repair of sidewalks and alleys.
8. The operation of a street lighting system.
9. The operation and maintenance of a fire protection or a pedestrian skyway system.

SECTION 3. INITIATION OF PUBLIC IMPROVEMENT PROJECTS.

Public improvement projects can be initiated in the following ways.

1. Public improvement projects may be initiated by petition of owners of not less than 50% in frontage of the property abutting the proposed improvement in accordance with the provisions of Section 8.4.2 of the City Charter.

2. Public improvements also may be initiated by the City Council when, in its judgment, such action is required and is in accordance with the provisions of Chapter 8 of the City Charter.

3. A resolution ordering any improvements initiated by the Council requires a four-fifths majority vote of all members of the Council. A resolution ordering any improvements petitioned for by owners of not less than 50% of abutting property owners requires a majority vote of all members of the Council. A resolution ordering any improvements initiated by all owners of abutting property, and assessing the entire cost against their property, may be adopted without a public hearing. The Council may consider the request of a Developer to construct the improvements and assess them.

SECTION 4. PUBLIC IMPROVEMENT PROCEDURE.

The following is the general procedure followed by the City Council for all public improvement projects from initiation of such a project through certification of the assessment roll to the County Auditor. Formats for the various reports and resolutions referenced in this section are made a part of the policies and procedures of the City**. Applicable state law and City Charter provisions take precedence over the following general procedure.**

1. Staff reviews the petition or Developer's request for submission to Council.
2. Council accepts or rejects the petition or request. If based upon a petition, the Council adopts a resolution declaring whether the required percentage of property owners signed the petition. If the petition or request is accepted, Council orders the preparation of a feasibility report.
3. Staff prepares the feasibility report. The report shall preliminarily evaluate whether the proposed improvement is necessary, cost-effective, and feasible and whether it should be made as proposed or in conjunction with another project. The report shall include an estimate of the cost of the improvement as proposed. Council may refer the report to the Planning and Zoning Commission.
4. Council accepts or rejects the feasibility report. If accepted, Council orders a public hearing on the improvements.
5. Staff posts and publishes the hearing notice and mails notices to affected property owners as provided in Minn. Stat. § 429.031(a).
6. Council conducts a public hearing.
7. Within six (6) months of the hearing date, but no sooner than sixty (60) days after per City Charter § 8.4.1, Council adopts or rejects a resolution ordering the improvement to be constructed and advertisement of bids. If adopted, staff prepares final plans, advertises for and opens bids as provided in Minn. Stat. § 429.041, prepares a bid tabulation, makes a recommendation to City Council for award, and prepares a proposed assessment roll. Bonds to finance project costs may be issued at any time after the improvements are ordered.

8. Council reviews the proposed assessment roll and orders an assessment hearing.
9. Staff publishes a hearing notice and mails notice of the hearing date and proposed assessments to the affected property owners as provided in Minn. Stat. § 429.061.
10. Council conducts the assessment hearing and adopts, revises, or rejects the resolution determining the amount of the total expense the City will pay, if any, and establishing the assessment roll. If adopted, Council authorizes certification of the assessment to the County Auditor.
11. Council awards contracts based on the bids received.
12. Staff certifies the assessment roll to the County Auditor.
13. Staff supervises construction and prepares payments.

SECTION 5. FINANCING OF PUBLIC IMPROVEMENTS.

The City encourages public improvement projects when the area benefiting and needing such improvements develop. Examples of this policy can be seen through the subdivision regulations, zoning ordinance, and building codes. Developers are required to provide the needed improvements and services before development occurs, thereby avoiding unexpected hardships on the property owners purchasing such property and the general public. However, it is recognized that certain areas of the City have developed without all needed public improvements (e.g. parks, water, sewer, and street improvements) and that methods must be found to provide these improvements without causing undue hardships on the general public or the individual property owners.

Special assessments are generally accepted as a means by which areas can obtain improvements or services; however, the method of financing assessment is a critical factor to both the City and the property owner. Full project costs spread over a very short term can cause an undue hardship on the property owner and, likewise, city costs and systems costs spread over a long period of time can cause an undue hardship on the City.

It is the policy of the City to not defer assessments except in cases where hardship to senior citizens 65 years of age or older, or persons retired by virtue of a permanent and total disability, would result. Also, the City Council may elect to defer assessments on undeveloped land for a specified length of time or until the lands are developed. Terms and conditions of any such deferral will be established in the resolution adopting the assessments.

SECTION 6. GENERAL ASSESSMENT POLICIES APPLICABLE TO ALL TYPES OF IMPROVEMENTS.

The cost of any improvement shall be assessed based upon benefits received. The following general principles shall be used as a basis of the City's assessment policy:

1. **Project Cost.** The "project cost" of an improvement includes the costs of all necessary construction work required to accomplish the improvement (direct costs), plus engineering, legal, administrative, financing and other contingent costs, including acquisition of right-of-way and other property (indirect costs). The finance charges include all costs of financing the project. These costs include, but are not limited to, financial consultant's fees, bond rating agency fee, bond attorney's fees, and capitalized interest. The interest charged to the project shall be included as financing charges.

2. **City Cost.** The "city cost" of an improvement is the amount of the total improvement expense the City will pay as determined by Council resolution. Where the project cost of an improvement is not entirely attributed to the need for service to the area served by the improvement, or where unusual conditions beyond the control of the owners of the property in the area served by the improvement would result in an inequitable distribution of special assessments, or for any other reason determined by the City, the City, through the use of other funds, may pay such "city cost."
3. **Assessable Cost.** The "assessable cost" of an improvement is equal to the "project cost" minus the "city cost."
4. **Interest.** The City will charge interest on special assessments at a rate specified in the resolution approving the assessment roll. If bonds were sold to finance the improvement project, the interest rate shall be equal to the interest rate of the bonds plus 2% (2% above bond rate), rounded to the nearest quarter of a percent. If no bonds were sold, the interest rate shall be set at the U.S. Treasury rate (10-year for 10 year assessment; 15-Year for 15 year assessment) plus 2 percentage points.
5. **Prepayment.** Property owners may pay their assessments in full, interest free, for a period of 30 days after the assessment hearing. After such period interest shall be computed from the date specified in the assessment resolution. The City will transmit a certified duplicate of the assessment roll with each installment, including interest, to the County Auditor, or in lieu of such certification, annually certify to the County Auditor by November 30 in each year, the total amount of installments of and interest on assessments on each parcel that are to become due in the following year.
6. **Extensions.** Where an improvement is designed for service of an area beyond that receiving the initial benefit, the City may pay for increased project costs due to such provisions for future service extensions. The City will levy assessments to cover this cost when a new improvement is installed as an extension of the existing improvement upon identification of such additional amount in the notice of hearing for the extensions or new improvements. As an alternative, the City may assess these costs to the area of future extension immediately based on the value of benefit received.
7. **Project Assistance.** If the City receives financial assistance from the Federal Government, the State of Minnesota, the County, or from any other source to defray a portion of the costs of a given improvement, such aid will be used first to reduce the "city cost" of the improvement. If the financial assistance received is greater than the "city cost," the remainder of the aid will be placed in the Public Improvement Revolving Fund to be applied towards other City projects.
8. **Assessable Property.** Property owned by the City and other political subdivisions including municipal building sites, parks and playgrounds, but not including public streets, alleys, and right-of-way, shall be regarded as being assessable on the same basis as if such property was privately owned. Private right-of-way shall be assessable.
9. **Individual Benefits.** The City may construct improvements specifically designed for or shown to be of benefit solely to one or more properties. The costs for these improvements will be assessed directly to such properties, and not included in the assessments for the remainder of the project. An example would be utility service lines running from the main lines to the property.
10. **Benefit Appraisals.** In the event that City staff has doubt as to whether the proposed assessments exceed the special benefits to the property(ies) in question, the City Council may order benefit appraisals or benefit appraisal consultations as deemed necessary to support the proposed assessments. As a general rule, benefit appraisals or benefit appraisal consultations may be ordered when the proposed assessment exceeds $5,000 for a standard city street

reconstruction project on a residential lot, or $20,000 per acre for commercial or industrial property.

11. **Condemnation Awards.** A property owner may elect to offset special assessments against condemnation awards. In such case, the property owner must execute an agreement (Net Assessment Agreement) with the City.
12. **Subgrade Corrections.** All costs relative to subgrade soil corrections deemed necessary to construct or reconstruct City streets will be considered a "city cost" and will not be assessed.
13. **Rural to Urban Conversion.** All costs relative to converting an existing rural street section to an urban street section by filling roadside drainage ditches and adding curb and gutter and storm sewer will be considered a "city cost" and will not be assessed.
14. **Oversizing.** All costs relative to oversizing an existing City street by increasing the width of the street and/or the load carrying capacity of the pavement section will be considered a "city cost" and will not be assessed.

SECTION 7. METHODS OF ASSESSMENT.

Subd. 1. General Statement. There are three different methods of assessment: adjusted front footage, area, and per lot. The feasibility report will recommend one or a combination of these methods for each project, based upon which method would best reflect the benefit received for the area to be assessed. The City Council will select the preferred method of calculating the assessments along with other applicable assessment criteria.

Subd. 2. Policy Statement. The following methods of assessment, as described and defined below, are hereby established as the preferred methods of assessment in the City.

A. "Adjusted Front Footage" Method of Assessment.

The "adjusted front footage" method of assessment is based on the quotient of the "assessable cost" divided by the total assessable frontage benefiting from the improvement. This method is typically applied to commercial, industrial, and multi-family residential properties. For the purpose of determining the "assessable frontage," all properties, including those owned by governmental entities, shall have their frontages included in such calculation.

The actual physical dimensions of a parcel abutting an improvement (i.e., street, sewer, water, etc.) shall not be construed as the frontage utilized to calculate the assessment for a particular parcel. Rather, an "adjusted front footage" will be determined. The purpose of this method is to equalize assessment calculations for lots of similar size. Individual parcels by their very nature differ considerably in shape and area. The following procedures will apply when calculating adjusted front footage. The selection of the appropriate procedure will be determined by the specified configuration of the parcel. All measurements will be scaled from available plat and section maps and will be rounded down to the nearest foot dimension with any excess fraction deleted.

1. *Rectangular Interior Lots.* The rectangular lot is defined as having no more than 2 feet of difference between the front and rear lot lines. The adjusted front footage is the actual front footage of the lot. For rectangular lots whose frontage is greater than its depth, the "odd shaped lot" method shall be used.

2. *Odd Shaped Lots.* For odd shaped lots such as exist on cul-de-sacs and curved streets where there is more than 2 feet of difference between the front and rear lot lines, and where the lots frontage is greater than its depth, the "odd shaped lot" method of determining the adjusted front footage shall be used. The adjusted front footage shall be computed by dividing the area of the lot by 12,000 square feet to determine the equivalent number of front footage units in the parcel. The number of units multiplied by 65 feet will give the adjusted front footage.

3. *Corner Lot Adjustment.* For street and trail assessments, the short side will be assessed the actual front footage. The long side will be assessed one-half the actual side footage. Sanitary sewer and watermain will only be assessed on the short side of a corner lot.

4. *Zonal Assessment.* When the street along the long side of a corner lot is improved, the cost shall be assessed equally to all lots within ½ block in each direction of the street improved. This method may be selected rather than the "corner lot adjustment".

5. *Double Fronting Lots.* When a lot has frontage on two streets, the lot is subject to assessments for improvements to both streets, consistent with this policy, regardless of the timing of the improvements.

B. "Area" Method of Assessment.

The "area" method of assessment is based on the number of square feet or acres within the boundaries of the appropriate property lines of the parcels benefiting from the project. This method is most often applied to commercial and industrial lots. The assessment rate (i.e., cost per square foot) shall be calculated by dividing the total assessable cost by the total assessable area. On large lots, the City Engineer may determine that only a portion of the lots receives the benefit and may select a lot depth for the calculations equal to the benefit received.

All properties included in the benefited area, including those owned by governmental entities, churches, etc., shall be assessable. The following items may not be included in area calculations: public right-of-ways, and natural waterways, swamps and lakes and other wetlands designated by the Minnesota Department of Natural Resources or the City. The City Engineer will make a recommendation on the boundaries or parameters of the benefited area in the feasibility report.

C. "Per Lot" Method of Assessment.

The "per lot" method of assessment is based on equal assessment of all lots within the benefited area. This method is typically applied to single-family residential lots with similar sizes and configurations. The "assessment per lot" shall be the quotient of the "assessable cost" divided by the total assessable lots or parcels benefiting from the improvement. For the purpose of determining the "lots" or "parcels" all parcels, including those owned by governmental entities, shall be included in such calculations.

SECTION 8. STANDARDS FOR PUBLIC IMPROVEMENT PROJECTS.

The following standards are hereby established by the City to provide a uniform guide for improvements within the City.

A. Surface Improvements

Surface improvements shall normally include all improvements visible on or above the ground within the right-of-way, and include, but are not limited to, trees, lighting, sidewalks, trails, signing, street and accessory improvements such as drainage ponds and facilities, parking lots, parks and playgrounds. Surface improvements shall also normally include aggregate or granular base materials for bituminous and concrete pavements.

Policy Statement. Prior to construction or completion of surface improvements, all utilities and utility service lines (including sanitary sewers, storm sewers, water lines, gas and electric service) shall be installed to all planned service locations such as residences or buildings.

When practicable, no surface improvements to less than both sides of a full block of street shall be approved except as necessary to complete partially completed improvements initiated previously. Concrete or bituminous curbing, or concrete curb and gutter, shall be installed at the same time as street surfacing.

B. Sub-Surface Improvements

Sub-surface improvements shall normally include such items as water distribution, sanitary sewer and storm sewer lines and appurtenant infrastructure, and electric and gas utilities.

Main lines are the publicly owned and maintained lines or facilities such as trunk lines, interceptors, mains, and laterals. Service lines are those privately owned lines or facilities extending from the main line to the property line.

Policy Statement. Sub-surface improvements shall be made to serve current and projected land use. All installations shall conform to applicable standards established by local, state and/or federal agencies of competent jurisdiction. All installations shall also comply, to the maximum extent feasible, with nationally recognized standards such as those of the American Insurance Association.

Service lines from the lateral or trunk utility to the property line of all planned service locations such as residences or buildings on properties whose owner has requested service shall be installed in conjunction with the construction of the mains.

C. Subgrade Improvements

Subgrade improvements shall normally include such items as subgrade corrections (removing layers/pockets of unsuitable soils and replacing them with aggregate base, select granular material, or other more suitable soils) and installation of geotextile fabrics.

Policy Statement. Prior to construction or completion of subgrade improvements, all utilities and utility service lines (including sanitary sewers, storm sewers, water lines, gas and electric service) shall be installed to all planned service locations such as residences or buildings.

SECTION 9. POLICIES OF REASSESSMENT.

The City shall design public improvements to last for a definite period. The life expectancy or service life shall be as stated in the policy statement of this section, or if different, shall be as stated in the resolution ordering improvement and preparation of plans.

Policy Statement

The following are the "life expectancies" or "service lives" of public improvements except as may be otherwise stated in the resolution ordering improvement and preparation of plans.

1. Sidewalks and Trails – 30 years.
2. Street improvements, including surfacing and curb and gutter – 60 years.
3. Ornamental street lighting – 30 years.
4. Water Mains – 60 years.
5. Sanitary Sewers – 60 years.
6. Storm Sewers – 60 years.

SECTION 10. ASSESSMENT COMPUTATIONS.

The following is the typical city assessment for various specified improvements. The City Council reserves the right to vary from the following computations when conditions warrant. All computations are subject to the criteria set forth in Section 1.

A. Street and Curb and Gutter Improvements

1. ***New Construction.*** New streets are assessed 100% to the abutting benefited properties. Street and curb and gutter improvements will normally be assessed by the adjusted front footage method for commercial, industrial and multi-family residential properties, or by the per lot method for single-family residential properties, however other methods including the area method may be utilized if conditions warrant. Cost of construction of streets shall be assessed based on the minimum design of 7-ton axle load in residential areas and 9-ton axle load in commercial and industrial areas. Oversizing costs that are incurred in excess of the above may be paid by: (1) State funds, (2) larger assessment rates to other benefited properties, (3) general obligation funds, or (4) any other method or combination of methods authorized by the City Council.
2. ***Reconstruction and Overlays.*** Street reconstructions and overlays, including the associated removal and replacement of curb and gutter, are assessed 25% to the abutting benefited properties or as otherwise determined by Council ordered benefit appraisals.
3. ***Gravel Streets.*** Upgrading existing gravel streets by adding pavement, curb and gutter, and storm sewer are assessed 50% to the abutting benefited properties or as otherwise determined by Council ordered benefit appraisals.
4. ***Seal Coats.*** Sealcoats are not assessed.
5. ***Alleys.*** Upgrading existing gravel alleys by adding pavement is assessed 50% to all lots abutting on the alley in the block being improved or as otherwise determined by Council ordered benefit appraisals. Reconstructing existing paved alleys is 25% assessed to all lots abutting on the alley or as otherwise determined by Council ordered benefit appraisals.

B. Sidewalks and Trails

1. ***New Construction.*** New sidewalks and trails are not assessed to the abutting property on which the sidewalk is located, but rather are funded 100% by the City. In new subdivisions, the City will require the developer to finance sidewalk and trail improvements rather than assessing the cost.
2. ***Reconstruction.*** Replacement sidewalks are assessed 25% to the abutting property owner and 75% City funded.

C. Storm Sewer Improvements

Storm sewers are assessed on a project-by-project basis. Storm sewers in new subdivisions are considered an assessable improvement on an area basis.

Oversizing costs due to larger mains and larger appurtenances are paid for by a combination of availability charges, user charges and/or trunk area assessment charges. Trunk area storm sewer charges are levied to all unplatted property at the time of platting, to re-plats that have not been charged trunk area charges when the land was originally platted, and to re-plats that have been charged trunk area charges when the land was originally platted but where the use is increasing (only the cost difference based on current and prior use is charged). The charges will be set in the annual fee schedule approved by the City Council.

Normally, storm sewers are assessed on an area basis (square foot or acres), but in certain situations the per lot method or adjusted front footage method may be utilized at the City Council's discretion.

The replacement of existing storm sewers is paid for entirely through the Stormwater Utility Fund.

D. Sanitary Sewer Assessments

Assessments for sanitary sewer in residential areas are based upon the cost of construction of 8-inch mains, which is the smallest size installed in residential areas of the City. Assessments for sanitary sewers in commercial and industrial areas are based upon a standard size of 12-inch mains. Sanitary sewer assessments must conform to Chapter 8 of the City Charter.

Oversizing costs due to larger mains and larger appurtenances will be paid for by a combination of availability charges, user charges and/or trunk area assessment charges. Trunk area sanitary sewer charges shall be levied on all un-platted property at the time of platting and on re-plats that have not been charged trunk area charges when the land was originally platted. The charges will be set in the annual fee schedule approved by the City Council. Services installed to individual properties are assessed to the benefiting property as allowed under Chapter 8 of the City Charter.

Normally, sanitary sewers are assessed on an area basis (square foot or acres), but in certain situations the per lot method or adjusted front footage method may be utilized at the City Council's discretion.

Lateral benefit from major trunk sewers or interceptors is assessed to the properties benefited by the sewer. Any oversizing cost is assessed as described above.

The replacement of existing sewers is funded entirely by the City through the sewer enterprise funds.

Individual sanitary sewer service lines installed directly to specified properties are fully assessed directly to the benefited properties. Properties that have existing private sanitary services, but do not have mainline sewers adjacent to, across or abutting their property lines pay 0% of the assessment rate for the new mainline sanitary sewer, and 100% of the cost associated with replacing the service lines.

Any existing sanitary sewer service lines found to be defective as part of a project are replaced as part of the project and are assessed to the benefiting property as allowed under Chapter 8 of the City Charter.

Property owners electing to connect to City sewer during street reconstruction projects will receive a credit to offset those costs that would have been incurred by the City to reconstruct the street and boulevard after connecting to City sewer if the street were not being reconstructed. The amount of the credit will be set in the annual fee schedule approved by the City Council. Connecting to City sewer requires a City water connection.

E. Watermain Assessments

Assessments for watermains in residential areas are based upon the cost of construction of 8-inch mains, which is the smallest size installed in residential areas of the City. Assessments for watermains in commercial and industrial areas are based upon the standard size of 12-inch mains. Watermain assessments must conform to Chapter 8 of the City Charter.

Oversizing costs due to larger mains and larger appurtenances are paid for by a combination of availability charges, user charges and/or trunk area assessment charges. Trunk area water charges shall be levied on all un-platted property at the time of platting and on re-plats that have not been charged trunk area charges when the land was originally platted. The charges will be set in the annual fee schedule approved by the City Council. Services installed to individual properties shall be fully assessed to the benefiting property.

Normally, watermains are assessed on a per lot basis, but in certain situations the area or adjusted front footage method may be utilized at the City Council's discretion.

The replacement of existing watermains is funded entirely by the City through the water enterprise funds.

Lateral benefit from major trunk watermains is assessed to properties benefited by the watermain. Lateral watermain assessments are based on the costs for an equivalent 8-inch diameter watermain for residential properties and for an equivalent 12-inch diameter watermain for commercial/industrial properties.

Individual water service lines installed directly to specified properties are fully assessed directly to the benefited properties. Properties that have existing private water services, but do not have

mainline watermains adjacent to, across or abutting their property lines pay 0% of the assessment rate for the new watermain but 100% of the cost associated with replacing their service lines.

Any existing water service lines found to be defective as part of the project, are replaced as part of the project and are assessed directly to the benefiting property as allowed under Chapter 8 of the City Charter.

Property owners electing to connect to City water during street reconstruction projects will receive a credit to offset those costs that would have been incurred by the City to reconstruct the street and boulevard after connecting to City water if the street were not being reconstructed. The amount of the credit will be set in the annual fee schedule approved by the City Council.

F. Street Boulevard Trees

All street boulevard trees installed as part of new street constructions or in reconstructing existing streets shall be included as part of the overall project costs included in the assessment calculations.

G. Street Lights

All costs for new streetlights installed as part of constructing new streets or streetlights relocated as part of reconstructing streets are included in the overall project costs and included in the assessment calculations, unless otherwise directed by the City Council. In new subdivisions, the City will require the developer to finance street light improvements rather than assessing the cost.

H. Other Improvements

Based on the City Council's determination, any other eligible improvements may be fully assessed or assessed in part.

SECTION 11. DEFERMENT OF SPECIAL ASSESSMENTS.

Subd. 1. The Council may defer the payment of any special assessment on homestead property owned by a person who is 65 years of age or older, or who is retired by virtue of permanent and total disability, and the City Clerk is hereby authorized to record the deferment of special assessments where all of the following conditions are met:

1. The applicant must apply for the deferment not later than 90 days after the assessment is adopted by the City Council.
2. The applicant must be 65 years of age or older or retired by virtue of permanent and total disability at the time the assessment is adopted.
3. The applicant must be the owner of the property.
4. The applicant must occupy the property as his or her principal place of residence.
5. The average annual payment for assessments levied against the subject property exceed one percent of the adjusted gross income of the applicant as evidenced by the applicant's most recent federal income tax return. The average annual payment of an assessment shall be the total cost of the assessment divided by the number of years over which it is spread.

Subd. 2. The deferment shall be granted for as long a period of time as the hardship exists and the conditions in subdivision 1 remain true. It shall be the duty of the applicant to notify the City Clerk of any change in his or her status that would affect eligibility for deferment.

Subd. 3. The entire amount of deferred special assessments shall be due within sixty days after loss of eligibility by the applicant. If the special assessment is not paid within the sixty (60) days, the City Clerk shall add thereto interest accruing from the first date the applicant loses eligibility at the rate as defined in section 6.4 and the total amount of principal and interest shall be certified to the County Auditor for collection with taxes the following year. Should the applicant demonstrate to the satisfaction of the Council, that full repayment of the deferred special assessment would cause the applicant particular undue financial hardship, the Council may order that the applicant pay within sixty days a sum equal to the number of installments of deferred special assessments outstanding and unpaid to date, including principal and interest, with the balance thereafter paid according to the terms and conditions of the original special assessments.

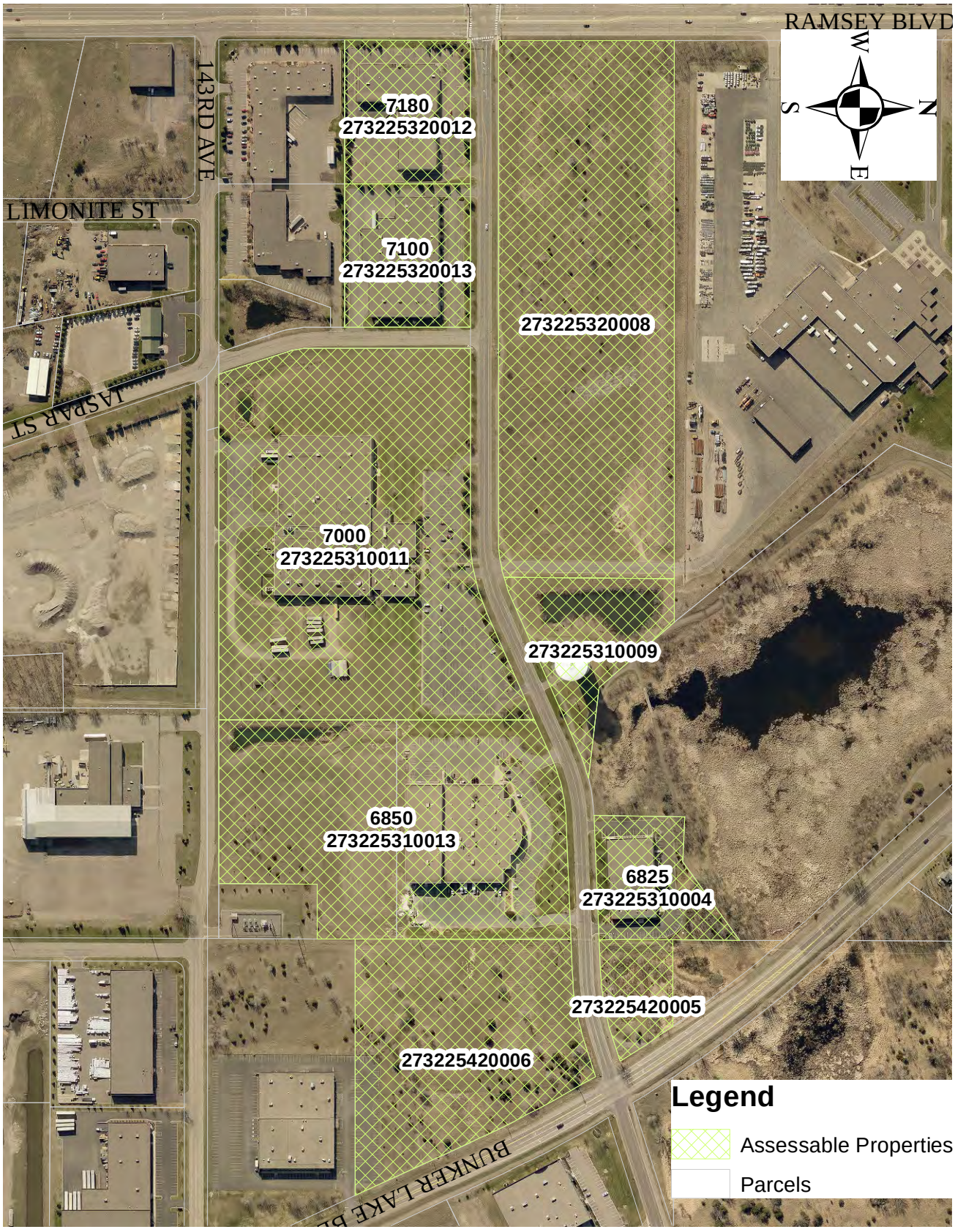
Subd. 4. The option to defer the payment of special assessments shall terminate and all amounts accumulated plus applicable interest shall become due upon the occurrence of any one of the following:

1. The death of the owner when there is no spouse who is eligible for deferment.
2. The sale, transfer or subdivision of all or any part of the property.
3. Loss of homestead status on the property.
4. Determination by the Council for any reason that immediate or partial payment would impose no hardship.

State Law References(s): Minn. Stat. § 435.193, Senior Citizens or retired & disabled persons hardship special assessment deferral.

*Original Adoption: 12/9/14 by Resolution #14-12-250
*Amended: 1/13/15 by Resolution #15-01-016 – *Section 6 - #4 Interest to reflect interest rate on bonded projects*

SUNWOOD DRIVE
ASSESSABLE PROPERTIES
IP #17-00



PRELIMINARY ASSESSMENT MAP

PRELIMINARY ASSESSMENT ROLL - IP #17-00

PID No.	Property Owner	Property Area (Sq Ft)	Benefiting Area (Sq Ft)	Benefiting Area (%)	Special Assessment ($ / Sq Ft)	Property Address	City	State	Zip	Property Assessment
273225310004	NORTH SUBURBAN MANAGEMENT LLC	104,685.99	104,685.99	100	$0.0578375413	6825 SUNWOOD DR NW	RAMSEY	MN	55303	$6,054.78
273225310009	RAMSEY CITY OF	128,427.75	128,427.75	100	$0.0578375413		RAMSEY	MN	55303	$7,427.95
273225310011	VISION EASE LP	788,377.97	591,283.48	75	$0.0578375413	7000 SUNWOOD DR NW	RAMSEY	MN	55303	$34,198.38
273225310016	KNOLL PROPERTIES LLC	565,122.72	565,122.72	100	$0.0578375413	6850 SUNWOOD DR NW	RAMSEY	MN	55303	$32,685.31
273225320008	CONNEXUS ENERGY	764,757.09	764,757.09	100	$0.0578375413		RAMSEY	MN	55303	$44,231.67
273225320012	RMR CAPITAL LLC	145,873.29	145,873.29	100	$0.0578375413	7180 SUNWOOD DR NW	RAMSEY	MN	55303	$8,436.95
273225320013	OBRIEN PROP OF MINNESOTA LLC	145,876.86	109,407.65	75	$0.0578375413	7100 SUNWOOD DR NW	RAMSEY	MN	55303	$6,327.87
273225420005	RAMSEY CITY OF	58,567.69	29,283.85	50	$0.0578375413		RAMSEY	MN	55303	$1,693.71
273225420006	PHILLIPS ALAN C & D V TRUSTEES	369,773.19	184,886.60	50	$0.0578375413		RAMSEY	MN	55303	$10,693.39
	TOTALS	3,071,462.56	2,623,728.41							$151,750.00

DRAFT

NOTES:

1) Area method of assessment applied per City of Ramsey Special Assessments Policy adopted December 2014.
2) Properties abutting Sunwood Drive with access only onto Sunwood Drive assessed for 100% of property area.
3) Properties abutting Sunwood Drive with access onto Sunwood Drive plus other City streets assessed for 75% of property area.
4) Properties abutting Sunwood Drive with no access onto Sunwood Drive assessed for 50% of property area.

Our Mission: To work together to resposibly grow our community, and to provide quality, cost-effective, and efficient government services.

CC Regular Session **7. 1.**

Meeting Date: 02/14/2017

By: Chris Anderson, Community Development

Information

Title:

Adopt Ordinance #17-02 Approving a Zoning Amendment for Woodlands 4th Addition (Project #16-102); Case of Lennar Corporation

Purpose/Background:

Lennar Corporation (the "Applicant") has submitted an application for a Zoning Amendment to rezone a portion of land from R-1 Residential (Rural Developing) to R-1 Residential (MUSA). The Zoning Amendment addresses thirteen (13) proposed new lots south of the existing Woodlands subdivision that will be incorporated into the Final Plat for Woodlands 4th Addition. The City Council approved the Preliminary Plat on January 24, 2017, including introducing this Ordinance. The Ordinance is now recommended for adoption.

Notification:

Staff attempted to notify all Property Owners within 700 Feet of the Subject Property of the Public Hearing. The Public Hearing was also published in the City's official newsletter, the Anoka County Union Herald.

Observations/Alternatives:

The Planning Commission conducted a public hearing on the Zoning Amendment on January 5, 2017 and there were no written or verbal comments received. Staff did receive a couple inquiries about the development from residents wanting to ensure that it was following all applicable regulations pertaining to wetlands. The development is subject to not only the City's standards, including the lot depth requirement and wetland setback requirement, which now provide additional protections to wetlands then existed for previous additions of Woodlands, but also to review by the Lower Rum River Watershed Management Organization (LRRWMO) standards as well. The Planning Commission did recommend approval of the Zoning Amendment.

The City Council considered the Zoning Amendment, along with the Preliminary Plat, at the January 24, 2017 meeting and introduced Ordinance #17-02 to rezone the property from R-1 Residential (Rural Developing) to R-1 Residential (MUSA). The Ordinance is now eligible for adoption.

Alternatives

Alternative 1. Adopt Ordinance #17-02 rezoning the property from R-1 Residential (Rural Developing) to R-1 Residential (MUSA). The Preliminary Plat was approved on January 24, 2017 but was contingent upon compliance with the Staff Review Letter and upon adoption of the Zoning Amendment. Staff supports this alternative.

Alternative 2. Do not adopt Ordinance #17-02. This would invalidate the Preliminary Plat that was approved (with contingencies, including the adoption of this Ordinance). Staff is not supportive of this alternative.

Funding Source:
All costs associated with processing the Application are the responsibility of the Applicant.

Recommendation:
The Planning Commission recommends adoption of Ordinance #17-02.

Action:
Motion to waive the City Charter requirement that the Ordinance be read aloud and adopt Ordinance #17-02 to rezone the property from R-1 Residential (Rural Developing) to R-1 Residential (MUSA).

Roll Call:
Councilmember LeTourneau
Councilmember Kuzma
Councilmember Shryock
Councilmember Williams
Councilmember Johns
Councilmember Riley
Mayor Strommen

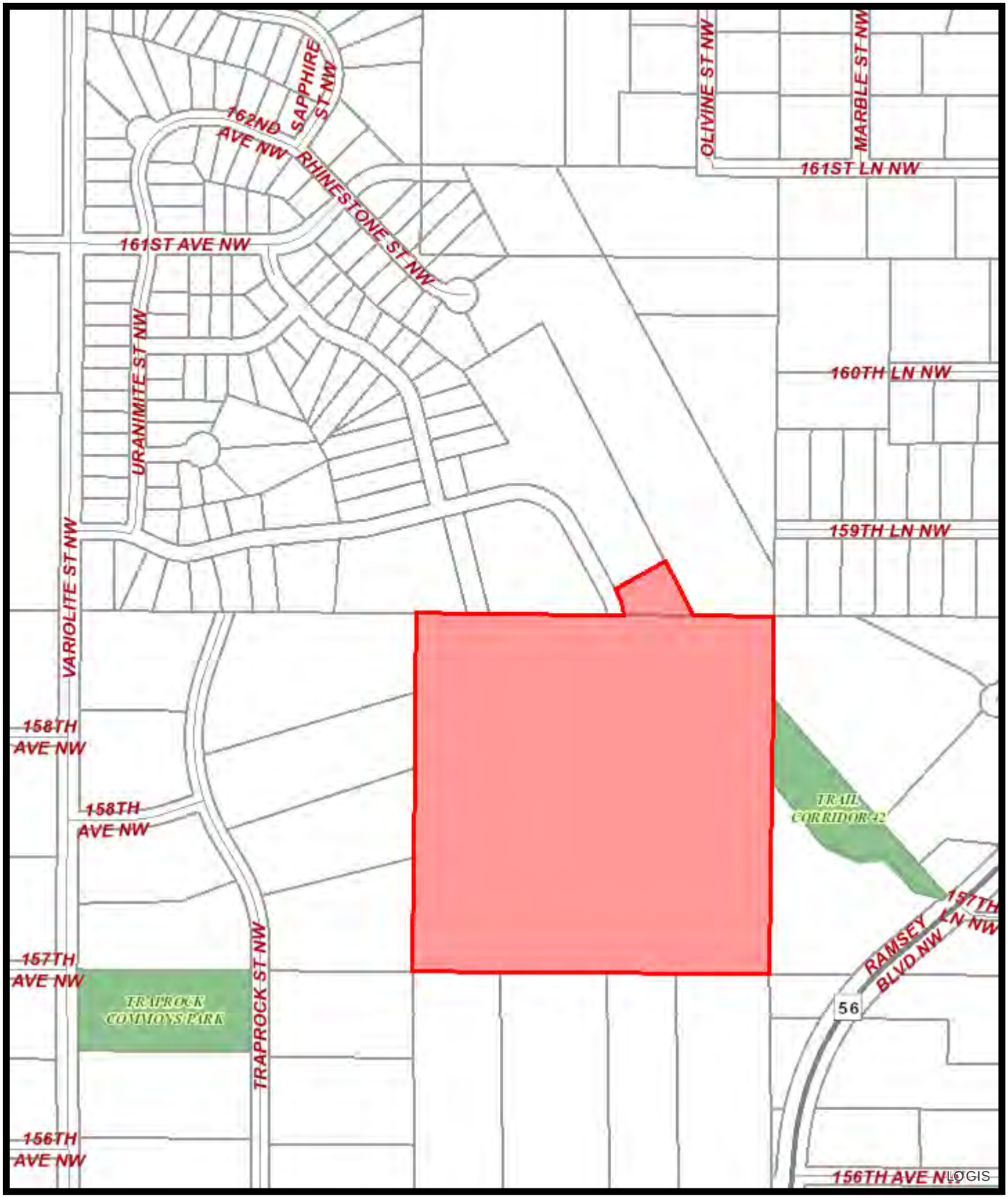
Attachments

Site Location Map
Subject Property (Purchase Parcel)
Planning Commission Meeting Minutes Dated December 1, 2016
Planning Commission Meeting Minutes Dated January 5, 2017
City Council Meeting Minutes Dated January 24, 2017
Ordinance #17-02

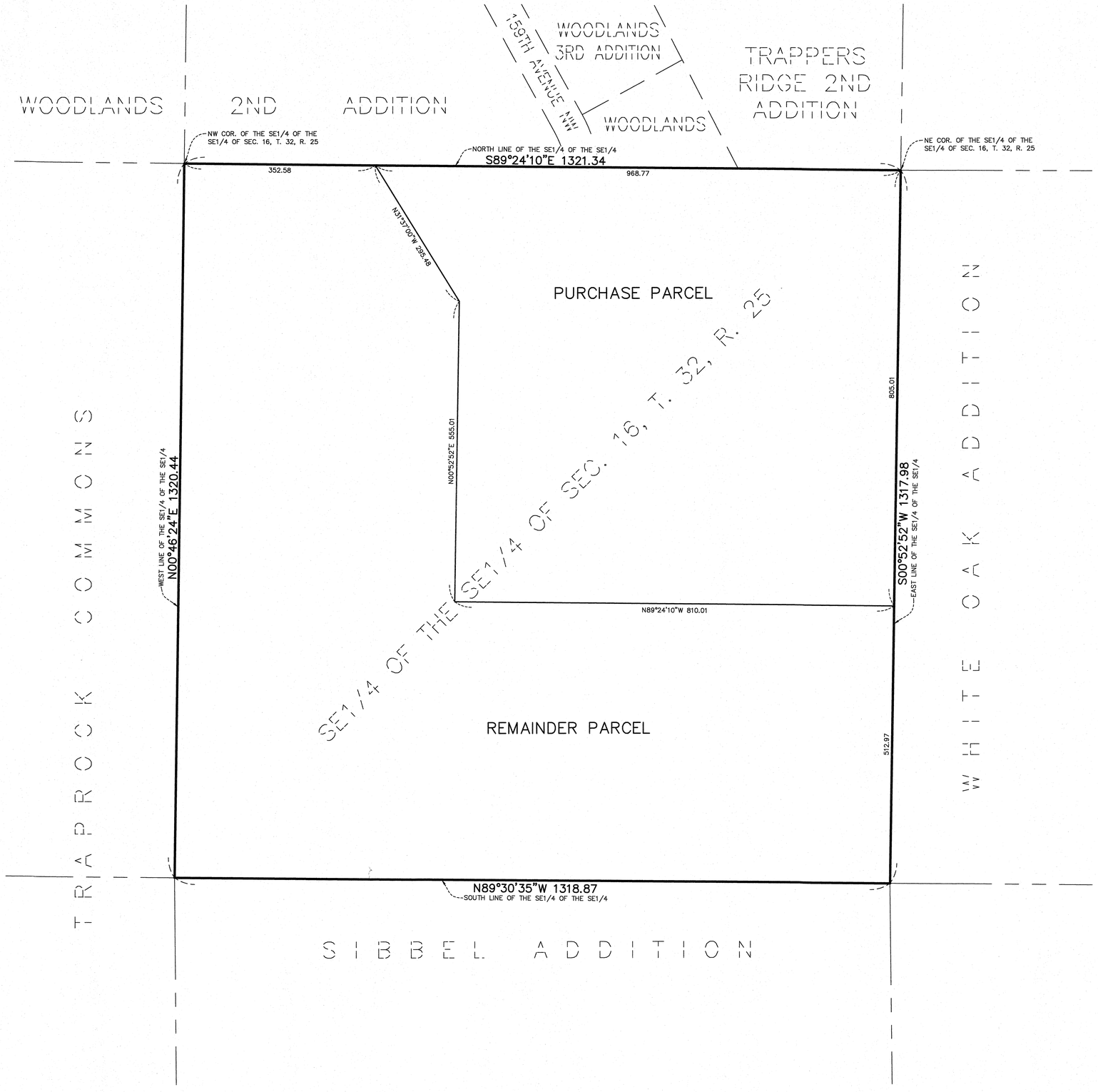
Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	02/08/2017 10:54 AM
Kurt Ulrich	Kurt Ulrich	02/09/2017 02:51 PM
Form Started By: Chris Anderson		Started On: 02/03/2017 01:29 PM
Final Approval Date: 02/09/2017		

Site Location Map



Print Date: November 16, 2016



OVERALL PROPERTY DESCRIPTION

The Southeast Quarter of the Southeast Quarter of Section 16, Township 32, Range 25, Anoka County, Minnesota.

PURCHASE PARCEL DESCRIPTION

That part of the Southeast Quarter of the Southeast Quarter of Section 16, Township 32, Range 25, Anoka County, Minnesota, described as follows:

Commencing at the northwest corner of said Southeast Quarter of the Southeast Quarter; thence on an assumed bearing of South 89 degrees 24 minutes 10 seconds East, along the north line of said Southeast Quarter of the Southeast Quarter, a distance of 352.58 feet to the point of beginning of the land to be described; thence continuing South 89 degrees 24 minutes 10 seconds East, along said north line, a distance of 968.77 feet to the northeast corner of said Southeast Quarter of the Southeast Quarter; thence South 00 degrees 52 minutes 52 seconds West, along the east line of said Southeast Quarter of the Southeast Quarter, a distance of 805.01 feet; thence North 89 degrees 24 minutes 10 seconds West a distance of 810.01 feet; thence North 00 degrees 52 minutes 52 seconds East a distance of 555.01 feet; thence North 31 degrees 37 minutes 00 seconds West a distance of 295.48 feet to the point of beginning.

REMAINDER PARCEL DESCRIPTION

The Southeast Quarter of the Southeast Quarter of Section 16, Township 32, Range 25, Anoka County, Minnesota, EXCEPT that part described as follows:

Commencing at the northwest corner of said Southeast Quarter of the Southeast Quarter; thence on an assumed bearing of South 89 degrees 24 minutes 10 seconds East, along the north line of said Southeast Quarter of the Southeast Quarter, a distance of 352.58 feet to the point of beginning of the land to be described; thence continuing South 89 degrees 24 minutes 10 seconds East, along said north line, a distance of 968.77 feet to the northeast corner of said Southeast Quarter of the Southeast Quarter; thence South 00 degrees 52 minutes 52 seconds West, along the east line of said Southeast Quarter of the Southeast Quarter, a distance of 805.01 feet; thence North 89 degrees 24 minutes 10 seconds West a distance of 810.01 feet; thence North 00 degrees 52 minutes 52 seconds East a distance of 555.01 feet; thence North 31 degrees 37 minutes 00 seconds West a distance of 295.48 feet to the point of beginning.

NOTES

1. Subject property's address is 4335 Alpine Drive Northwest, Ramsey, MN, its property identification number is 16-32-25-44-0001.
2. The bearing system is based on the North line of the Southeast Quarter of the Southeast Quarter of Section 16, Township 32, Range 25, which is assumed to bear South 89 degrees 24 minutes 10 seconds East.
3. No specific title search for existence or non-existence of recorded or un-recorded easements has been conducted by the surveyor as a part of this survey. Only easements per the recorded plat are shown.
4. The gross area of the subject property is 39.979 Acres
   or 1,741,477 square feet.
   The gross area of the purchase parcel is 15.425 Acres
   or 671,902 square feet.
   The gross area of the remainder parcel is 24.554 Acres
   or 1,069,575 square feet.

SURVEYOR'S CERTIFICATE

I hereby certify that this survey, plan or report 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. That this survey does not purport to show all improvements, easements or encroachments, to the property except as shown thereon.

Signed this 16th day of August, 2016

Marcus F. Hampton MN Lic. No. 47481

James R. Hill, Inc.
PLANNERS / ENGINEERS / SURVEYORS
2500 W. Cty. Rd. 42, Suite 120, Burnsville, MN 55337
PHONE: (952)890-6044 FAX: (952)890-6244

St. Hilaire Property
RAMSEY, MINNESOTA
Boundary Survey
FOR
Lennar Corporation

DRAWN BY	PLM
DATE	8/16/2016
REVISIONS	8/17/16 Purchace parcel bdry
CAD FILE	23253-30skt
PROJECT NO.	23253-30
SHEET	1 OF 1

F:\Civil 3D Projects\23253-30\23253-30skt.dwg - 8/17/2016 12:47PM

5.03: Public Hearing: Consider Request for a Preliminary Plat for Woodlands 4th Addition and Variance Requests to the Lot Depth and Cul-de-Sac Length (Project No. 16-102); Case of Lennar Corporation

Public Hearing

Chairperson Bauer called the public hearing to order at 7:18 p.m.

Presentation

City Planner Anderson presented the staff report stating Lennar Corporation (the "Applicant") has applied for Preliminary Plat approval for Woodlands 4th addition. As part of the application submittal, the Applicant has also included a request for a variance to the maximum allowable length of a cul-de-sac and a variance to the lot depth standard specific to Lot 2, Block 1. Staff discussed the case further and recommended adopting Resolutions #16-12-215 and #16-12-216 granting a variance to allow a cul-de-sac length in excess of 600 feet to an approximate length of 1,300 feet. In addition, Staff recommends adopting Resolutions #16-12-217 and #16-12-218 related to the denial of a variance to lot depth standards for Lot 2, Block 1 of Woodlands 4th addition. Staff also recommends adopting Resolution # 16-12-219 approving the Preliminary Plat for Woodlands 4th Addition subject to compliance with a denied lot depth variance for Lot 2, Block 1.

Citizen Input

Commissioner VanScoy understood the EPB was concerned about the intrusion on the wetland. He commented the building pad on Lot 2 was 60' x 95' and noted the width of the buildable area was wider than 60'.

City Planner Anderson reported this was the case and explained Lot 2 was 100' in width at the street.

Commissioner VanScoy believed there was the capability to put a structure on this lot.

Commissioner Surma had no problems with the variance on the lot. He asked if the lot would have a 6" main line.

Civil Engineer II Linton reported this area would be serviced by an 8" dead-end line.

Commissioner Surma stated he would not support the request as is and recommended the 8" line be looped rather than a dead-end due to the fact the line would become stagnant.

Community Development Director Gladhill indicated the lines were a challenge but commented there was no viable option close to allow the lines to be looped. He estimated that over two miles of line would be needed in order for a loop to be completed.

Commissioner Brauer asked if the line could be looped.

Civil Engineer II Linton reviewed the location of the nearest water main and stated it would not be possible to loop the water lines. He stated staff would be analyzing the turnover rate of the water at Brookfield.

Commissioner VanScoy questioned if the standard cul-de-sac requirements would be met.

City Planner Anderson reported this was the case.

Commissioner VanScoy asked how the negative impacts of the dead-end water lines could be mitigated.

Community Development Director Gladhill described how the City would mitigate the water line concerns noting the hydrants were flushed at least twice a year. He commented the City also treated its water for high-iron content.

Joe Jablonski, Lennar Corporation, appreciated the discussion being held by the Commission. He believed there was enough buildable space on Lot 2 for a home and future improvements. He understood the buffer setback was not buildable. He stated he has worked with longer cul-de-sacs in other developments and has had great success with the lines being flushed.

Commissioner Surma thanked Mr. Jablonski for being present. He believed Lennar was a great partner to the City and has completed great work in the community. He requested that the line flushing be written into the Development Agreement to ensure this work was completed at least three times a year.

Community Development Director Gladhill clarified the City would be conducting the maintenance work and flushing of the lines and not the developer.

Commissioner Anderson questioned if there was any other alternative or shift that could be made to Lot 2.

City Planner Anderson commented on the plans that had been discussed between staff and the applicant for Lot 2. He then offered the following findings if the Commission were to approve the variance to lot depth standards for Lot 2, Block 1.

1. The shape of the wetland boundary is fairly square and parallel to the house pad, compared to previous requests that have been denied.
2. The actual encroachment is much less than previous requests that have been contemplated.
3. The lot is shown with standard house pad dimension of 50’ x 66’.
4. That a 25’ front yard setback would eliminate the encroachment into the setback area.

Motion by Commissioner VanScoy, seconded by Commissioner Surma, to close the public hearing.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Surma, Anderson, Brauer, and Nosan. Voting No: None. Absent: None.

Chairperson Bauer closed the public hearing closed at 7:55 p.m.

Commission Business

Motion by Commissioner VanScoy, seconded by Commissioner Anderson, to adopt Resolutions #16-12-215 approving the Favorable Findings of Fact and #16-12-216 granting a variance to allow a cul-de-sac length in excess of 600 feet to an approximate length of 1,300 feet.

Further discussion

City Planner Anderson recommended the hydrant flushing concern be added as a condition to the Preliminary Plat.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Anderson, Brauer, Nosan, and Surma. Voting No: None. Absent: None.

Commissioner Brauer recommended the applicant pursue a 25' front yard setback versus the proposed variance plan for Lot 2.

Mr. Dilbanski supported the front yard setback and stated he would work with staff on this matter.

Chairperson Bauer questioned if the EPB's request for denial of the lot depth variance was based on a previous request made to the City.

City Planner Anderson reported this was the case and noted the EPB had no concerns with this individual lot. Staff believed there were enough differences between the previous request and the one before the Commission this evening to justify approval.

Community Development Director Gladhill asked if the Commission was comfortable moving this variance forward, given the fact another request was denied, or if a front yard variance should be pursued.

Commissioner VanScoy respected the work on the EPB, however, he understood the Planning Commission had to consider a specific land use request on a case by case basis. He believed if the variance was approved, as requested, that the land would be useable for the future homeowner.

Commissioner VanScoy requested an additional finding be added to note that the buildable rear yard lot area would be larger if the lot remained a minimum of 60' x 100' in size.

Motion by Commissioner VanScoy, seconded by Commissioner Surma, to adopt Resolution #16-12-217 approving the favorable Findings of Fact with the following additions:

1. That a twenty-five (25) foot setback, if applied, would eliminate the encroachment, unlike previous requests that have been denied.

2. That the shape of wetland boundary is fairly square and parallel to the house pad compared to previous requests that have been denied, which maximizes developable area.

3. That the actual encroachment is much less than previous requests that have been denied.

4. That the lot is shown with a standard house pad and is not relying on a restricted size house pad or a specific home model unlike past requests that have been denied.

5. That there is additional buildable area beyond the 60'x100' area.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Surma, Anderson, and Nosan. Voting No: Brauer: None. Absent: None.

Motion by Commissioner VanScoy, seconded by Commissioner Nosan, to adopt Resolution #16-12-218 approving the variance to lot depth standards for Lot 2, Block 1 of Woodlands 4th addition.

Further discussion

Commissioner Brauer commented he did not support this variance request due to the fact it was not unique and did not follow the City's criteria.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Nosan, and Surma. Voting No: Anderson and Brauer. Absent: None.

Motion by Commissioner VanScoy, seconded by Commissioner Surma, to recommend that City Council adopt Resolution #16-12-219 approving the Preliminary Plat for Woodlands 4th Addition subject to the City completing additional maintenance on the water lines to eliminate water stagnation at the end of the water lines.

Further discussion

Commissioner Brauer did not support the Preliminary Plat as presented.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Surma, and Nosan. Voting No: Anderson and Brauer. Absent: None.

5.01: Public Hearing: Consider Request for Zoning Amendment for Woodlands 4th Addition (Project No. 16-102); Case of Lennar Corporation.

Public Hearing

Chairperson Bauer called the public hearing to order at 7:02 p.m.

Presentation

Community Development Director Gladhill presented the staff report stating Lennar Corporation (the "Applicant") has applied for Zoning Amendment from R-1 Residential (Rural Developing) to R-1 Residential (MUSA) for property related to Woodlands 4th Addition. Staff discussed the request further and recommended approval of an Ordinance rezoning the project.

Citizen Input

There was no input from the public.

Motion by Commissioner VanScoy, seconded by Commissioner Surma, to close the public hearing.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Surma, Anderson, Brauer, and Nosan. Voting No: None. Absent: None.

Chairperson Bauer closed the public hearing closed at 7:05 p.m.

Commission Business

Motion by Commissioner VanScoy, seconded by Commissioner Nosan, to recommend that City Council adopt Ordinance #17-02 approving a Zoning Amendment for the Subject Property from R-1 Residential (Rural Developing) to R-1 Residential (MUSA).

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Nosan, Anderson, Brauer, and Surma. Voting No: None. Absent: None.

DRAFT

7. COUNCIL BUSINESS

7.01: Consider Introduction of Ordinance #17-02 Approving Zoning Amendment and Adopt Resolution #17-01-022 Approving Preliminary Plat for Woodlands 4th Addition (Project #16-102); Case of Lennar

Community Development Director Gladhill reviewed the staff report and recommendation of the Planning Commission to adopt Ordinance #17-02 rezoning the property from R-1 Residential (Rural Developing) to R-1 Residential (MUSA) and adoption of Resolution #17-01-022 for Preliminary Plat of Woodlands 4th Addition, contingent upon revisions as outlined in the Staff Review Letter, rezoning of the property and based on the length of the dead end water line, additional maintenance activities by the City to address the potential for stagnant water at the terminus of the water line.

Councilmember Kuzma referenced the comment regarding the median and asked if the representative present has had the opportunity to speak with Lennar to determine their point of view.

Paul Tabone, Lennar, stated that he did run that by the land team and they will continue to work through that in the final plat process.

Motion by Councilmember Riley, seconded by Councilmember LeTourneau, to introduce Ordinance #17-02 to rezone the property from R-1 Residential (Rural Developing) to R-1 Residential (MUSA) and to Adopt Resolution #17-01-022 Granting Preliminary Plat Approval of Woodlands 4th Addition.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Riley, LeTourneau, Johns, Kuzma, and Shryock. Voting No: None. Absent: Councilmember Williams.

DRAFT

ORDINANCE #17-02

CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

AN AMENDMENT TO CHAPTER 117 WHICH IS KNOWN AS THE ZONING AND SUBDIVISIONS CHAPTER OF THE CITY CODE OF RAMSEY, MINNESOTA.

AN ORDINANCE AMENDING SECTION 117-90 "MAP" OF CHAPTER 117 OF THE CITY CODE OF RAMSEY, MINNESOTA.

SECTION 1. AMENDMENT

The following legally described properties or portions thereof, are hereby rezoned from R-1 Residential (Rural Developing) to R-1 Residential (MUSA).

Outlot B, Woodlands Addition, Anoka County, Minnesota; and

That part of the Southeast Quarter of the Southeast Quarter of Section 16, Township 32, Range 25, Anoka County, Minnesota, described as follows:

Commencing at the northwest corner of said Southeast Quarter of the Southeast Quarter; thence on an assumed bearing of South 89 degrees 24 minutes 10 seconds East, along the north line of said Southeast Quarter of the Southeast Quarter, a distance of 352.58 feet to the point of beginning of the land to be described; thence continuing South 89 degrees 24 minutes 10 seconds East, along said north line, a distance of 968.77 feet to the northeast corner of said Southeast Quarter of the Southeast Quarter; thence South 00 degrees 52 minutes 52 seconds West, along the east line of said Southeast Quarter of the Southeast Quarter, a distance of 805.01 feet; thence North 89 degrees 24 minutes 10 seconds West a distance of 810.01 feet; thence North 00 degrees 52 minutes 52 seconds East a distance of 555.01 feet; thence North 31 degrees 37 minutes 00 seconds West a distance of 295.48 feet to the point of beginning.

(the "Subject Property")

SECTION 2. MAP

The City is hereby instructed to cause this amendment to be shown on the "City of Ramsey Zoning Map", which map was adopted pursuant to Section 117-90 of the Ramsey City Code.

SECTION 3. EFFECTIVE DATE

This ordinance becomes effective 30 days after its passage and publication, subject to City Charter Section 5.04.

PASSED by the City Council of the City of Ramsey, Minnesota the _____ day of_____, 2017.

_____
Mayor

ATTEST:

_____
City Administrator

Introduction date:
Posting dates:
Adoption date:
Publication date:
Effective date:

CC Regular Session **7. 2.**

Meeting Date: 02/14/2017

By: Tim Gladhill, Community Development

Information

Title:

Review Policy Document for Pearson Farm; Case of Capstone Homes

Purpose/Background:

The purpose of this case is to provide preliminary feedback for a future plat currently known as Pearson Farm. This is not an official application at this time, but does merit a policy discussion on several aspects of the proposed subdivision.

This is essentially the same case that was reviewed on January 24, 2017. Staff has now consolidated all feedback from Planning Commission, Environmental Policy Board, and Parks and Recreation Commission. Discussion is now summarized in the attached Policy Document intended to guide Staff Review moving forward. This Policy Document is non-binding, but provides important guidance.

1. Land Use (Comprehensive Plan and Zoning District)
2. Mandatory Environmental Review
3. Park Dedication and Trail Fees (cash contribution or specified improvements)
4. Regional Infrastructure

Notification:

Notification is not required at this time, but will occur with future steps.

Observations/Alternatives:

This case is an update to a previous case reviewed by the City Council. This project is still in concept stage. Discussions continue on key policy topics with the Developer. The list below is a summary of updates since initial review.

1. The concept is still fluid in nature. Final layout is being modified due to grading and stormwater depth information.
2. Staff has expanded the original policy topics from abstract to initial recommendations and action items.
3. The City Council has recommended that there be two (2) access points on Alpine Drive. Staff originally had concerns about two (2) access points. Staff is evaluating options that balance traffic safety and accessibility.
4. The City Council has noted that the City will need to be cognizant of the establishment of a Home Owners' Association due to the private, shared improvements. The City has has negative experiences in at least two (2) projects with these types of improvements when the HOA was not properly established.

<u>Original Review</u>

As this is a conceptual plan at this point, Staff is forwarding at this stage to introduce the concept early, especially in light of mandatory environmental review required by State Law. The Developer desires initial feedback on the concept before starting the official review process. The entire review process (City, State, Watershed, etc.) may mean a construction start date of approximately July 2017 or later.

The following is a synopsis of key issues and opportunities associated with the aforementioned subdivision processes and requirements.

<u>Comprehensive Plan Amendment</u>

The proposed concept appears generally in line with the Comprehensive Plan, which guides this area for a mix of medium density residential (3-7 units per acre) and a small portion of high density residential (7-15 units per acre). However, the boundaries of the Land Use Districts do not match exactly that of the proposed development concept. The Comprehensive Plan will need to be adjusted slightly to reflect the proposal.

Planned Unit Development

The site is comprised of a mix of R-2 Residential and R-3 Residential to match the Comprehensive Plan addressed above. While a majority of the proposal appears to meet minimum zoning standards, there areas that may deviate slightly from minimums. In addition, a significant amount of open space, of value to the project, may impact net density. Finally, the site is being planned as a whole, and phased over time. Due to these layers of review, a Planned Unit Development may be an appropriate tool to employ at this time.

Mandatory Environmental Review

Due to the number of units, which is a mix of attached and unattached units, State Rules require this project to completed an Environmental Assessment Worksheet. A brief synopsis of this process is attached to this case.

Park Dedication and Trail Fees

A total of 334 residential units (estimated), of single family homes + townhomes are proposed to be platted in phases over the next several years. Park Dedication (cash contribution) and Trail Fees would typically be calculated per the existing fee schedule at the time of development of each phase. Preliminary discussions with the Developer indicate they may be requesting some Park Dedication credit for private open space within the proposed plat. Staff has explained the longstanding policy of not requiring or encouraging public 'pocket parks', but rather planning for, and providing Park Dedication and Trail Fee credit for building trail connections within the community, and investing in larger, quality neighborhood and community parks. The Developer may still include private open space and park-like amenities within the subdivision; however the Park and Recreation Commission is likely to recommend either that Park Dedication (and Trail Fees) be satisfied in cash, *or* specified improvements that have accessible, recreational value to the community outside of the interior of the proposed subdivision. Examples of specified, Park Dedication eligible improvements include:

- ~~Pedestrian underpass below Alpine Drive connecting Lake Itasca Community Park with the proposed plat and existing trail(s)~~ Staff is now evaluating a roundabout concept on Alpine Drive.
- Segments of the proposed greenway trail between Lake Itasca Park and The COR (within or adjacent to the proposed plat)
- Improvements to Lake Itasca Park, E.g. boardwalk or pier connection to the lake, canoe/kayak station, parking areas, or park development plans
- Trailside improvements to the trail alongside Puma St., which is also an element of the Mississippi River Trail (and U.S. Bikeway #45)
- Any number of potential enhancements/development to the park system in The COR, Eg. splash pad, site development for the water-centric park, or the proposed Municipal Plaza (Happy Days location)—all of which would be of benefit to new residents of Capstone's proposed project.

Arterial Infrastructure Cost Share

The development of the Capstone project, and the City's future business park, will result in the need to construct/ upgrade arterial infrastructure located along Bunker Lake Boulevard/ Puma Street. Resolution of cost-share agreements for the proposed arterial infrastructure improvements is outstanding and will be subject of negotiation.

On 12/13/2016, the Council authorized Bolton & Menk to update their arterial infrastructure study for this area, to aid that discussion. That study should be completed, and back to the Council, by early March (potentially February). Capstone is paying for 50% of that update study.

As outlined with the Council in the 12/13/2016 work session, the City should anticipate the need (or request) to

fund the initial cost of arterial infrastructure related to the new business park that impacts the Hageman Holdings properties. Hagemann Holdings has indicated that they would oppose any additional assessments at this time. Likewise, Capstone representatives have indicated to staff they would not be able to move forward with their proposed development without sharing the cost of the arterial infrastructure needed to reach the development.

In order to have a constructive conversation (i.e. begin the negotiation process) on cost-share agreements for arterial infrastructure, it was recommended that the Bolton & Menk Study be updated. This will help the City better understand what financial obligation may accrue to the City. At this point, staff's preliminary estimate is that there may be a $700K-$1.6M City obligation (if split 50:50). The EDA has roughly funds available (EDA Fund, Loan Fund, and County HRA) that could support this level of obligation for the purpose of extending improvements through the new industrial park.

Street Access to Alpine Drive

A new access point on Alpine Drive is proposed with the concept. Throughout the first round of conceptual design review and City Council feedback, Staff has been directed to discuss options that keep a second access point to Alpine Drive for accessibility and traffic flow that balances concerns about traffic safety (sight lines and speeds).

Another street access opportunity to be considered would be the realignment of Puma Street, east, to line-up with the existing Okapi Street to the north of Alpine. This could be physically facilitated as the City presently owns 4 acres at this location. This realignment may also yield an area of developable land to the west side of Puma street which could be factored into the suite of obligations and opportunities addressed and negotiated within the Development Agreement.

Funding Source:

This case is being handled as part of normal staff duties.

Recommendation:

The Planning Commission recommends adoption of the attached Policy Document. The concept has been reviewed by the Planning Commission (minutes attached), Park and Recreation Commission (minutes attached), the Environmental Policy Board (minutes attached), and the City Council (minutes attached).

Action:

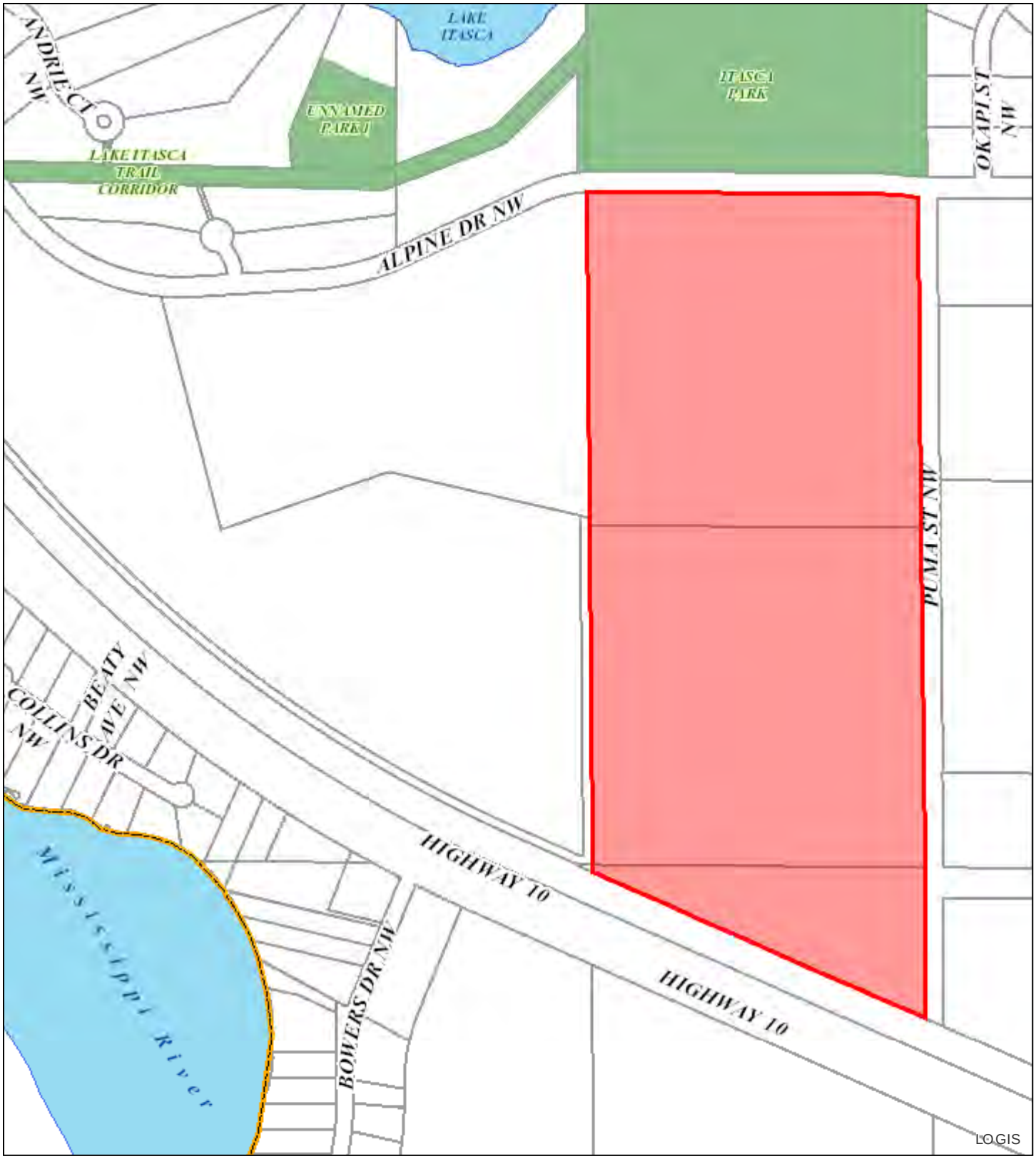
Motion to adopt the Policy Document for Pearson Farm.

Attachments

Site Location Map
Concept Plan
Draft Planning Commission Minutes dated January 5, 2017
Draft Park and Recreation Commission Minutes dated January 12, 2017
Environmental Review Guide
Area Recreation Plan
Policy Document

Form Review

Inbox	Reviewed By	Date
Tim Gladhill (Originator)	Tim Gladhill	02/08/2017 12:23 PM
Kurt Ulrich	Kurt Ulrich	02/09/2017 03:50 PM
Form Started By: Tim Gladhill		Started On: 02/08/2017 12:14 PM
Final Approval Date: 02/09/2017		



Pearson Farm

City of RAMSEY

Legend

- Site
- Parcels

N

Print Date: December 30, 2016

0 950 1,900 Feet

SITE DATA

TOTAL AREA	±88.44 AC.
TOTAL NUMBER OF LOTS	334
50' S.F.	82
65' S.F.	80
50' VILLAS	74
TOWNHOMES	98

SETBACK DATA:

50' S.F. – SIDE	5 FT.
65' S.F. – SIDE	7.5 FT.
50' VILLAS – SIDE	5 FT.
FRONT (ALL)	25 FT.
REAR	20 FT. MIN.

SOUTH HALF DATA

TOTAL NUMBER OF LOTS	171
50' S.F.	49
65' S.F.	26
50' VILLAS	38
TOWNHOMES	58

SETBACK DATA:

50' S.F. – SIDE	5 FT.
65' S.F. – SIDE	7.5 FT.
50' VILLAS – SIDE	5 FT.
FRONT (ALL)	25 FT.
REAR	20 FT. MIN.

CAPSTONE HOMES
LIC. NO. BC637318

TO LAKE ITASCA PARK

FUTURE "COR" ACCESS

PUMA STREET N.W

ALPINE DRIVE N.W.

WETLAND

NEIGHBORHOOD GREEN AREA

FUTURE PHASE

POND

PLAY AREA

POND

INFILTRATION

INFILTRATION

NEIGHBORHOOD GREEN AREA

PROPOSED BERM

PROPOSED BERM

U.S. HIGHWAY 10 / U.S. HIGHWAY 169

N

LINKS AT NORTHFORK GOLF COURSE

TEE BOX

LEGEND

- 65' LOT
- 50' LOT
- 50' VILLA LOT
- FUTURE PHASE

Carlson McCain
ENVIRONMENTAL • ENGINEERING • SURVEYING

ramsey, mn

pearson farm

sketch plan 12.30.2016

5.07: Review Concept Plan for Pearson Farm; Case of Capstone Homes.

Presentation

Community Development Director Gladhill presented the staff report stating the purpose of this case is to provide preliminary feedback for a future plat currently known as Pearson Farm. This is not an official application at this time, but does include several unique policies.

1. Comprehensive Plan Amendment (subsequently a Zoning Amendment)
2. Use of Planned Unit Development District
    1. Lot Sizes
    2. Setbacks
3. Mandatory Environmental Review

Community Development Director Gladhill reviewed the proposed concept plan in detail with the Commission and requested feedback.

Commission Business

Commissioner VanScoy discussed the potential PUD and asked if staff was proposing to rezone the site PUD or R-2.

Community Development Director Gladhill discussed the requirements of a PUD and stated staff would be evaluating this further prior to making a recommendation.

Commissioner VanScoy questioned the intent of the small portion of property along Highway 10.

Steve Bona, Capstone Homes, explained three townhome units would be located along Highway 10. He noted there would be a 12-foot landscaped berm between the property line and the railroad tracks. He anticipated the material for the berm would be generated from the site. He provided further comment on the proposed housing types that would be included within the development, along with the estimated prices. He described the pond and park amenities that would enhance the neighborhood. He stated one of the challenges with the development was working through the transportation and utilities.

Commissioner Surma appreciated the great work Capstone had done in the community. He questioned how close the townhome units would be to the railroad tracks.

Mr. Bona estimated the units would be over 100 feet from the railroad tracks.

Commissioner VanScoy asked if the streets would be private or public.

Mr. Bona explained the townhome area of the development would have private streets and an HOA would maintain these roadways.

Commissioner Nosan was pleased with the proposed greenspace within the development.

DRAFT

Commissioner Surma understood a number of the units would be slab on grade. He questioned if these residents would have a safe place to be during in climate weather.

Mr. Bona appreciated this question and stated a storm shelter option would be offered for these homeowners.

Chairperson Bauer recommended the community building be constructed with a basement.

Mr. Bona noted the community building would be quite modest in size and would not serve as a storm shelter.

The Commission supported this project moving forward.

DRAFT

PARK AND RECREATION COMMISSION
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey Park and Recreation Commission conducted a regular meeting on January 12, 2017, at Ramsey City Council Chambers, 7550 Sunwood Drive NW

Commission Members Present: Chair Shane Bennett
Vice Chair Matthew Logan
Commissioner Russell Bayer
Commissioner Andrew Fyten
Commissioner Brandon Sis
Commissioner Jon Trappen
Commissioner David Troy

Commission Members Absent: None

Also Present: Parks & Assistant Public Works Superintendent Mark Riverblood

1. CALL TO ORDER

Chair Bennett called the Park and Recreation Commission meeting to order at 6:30 p.m.

2. CITIZEN INPUT

None.

3. APPROVE AGENDA

Motion by Commissioner Trappen, seconded by Commissioner Sis, to approve the Park and Recreation Commission meeting agenda as presented.

Motion carried. Voting Yes: Chair Bennett, Commissioners Trappen, Sis, Bayer, Fyten, Logan, and Troy. Voting No: None. Absent: None

4. APPROVE MINUTES

4.01: Approve Park and Recreation Commission Meeting Minutes

Motion by Commissioner Fyten, seconded by Commissioner Sis, to approve the following Park and Recreation Commission Regular Meeting Minutes:

1) Park and Recreation Commission Regular Meeting Minutes dated November 10, 2016

Motion carried. Voting Yes: Chair Bennett, Commissioners Fyten, Sis, Bayer, Logan, Trappen and Troy. Voting No: None. Absent: None

5. COMMISSION BUSINESS

5.01: Review Concept Plan for Pearson Farm: Case of Capstone Homes

Parks & Assistant Public Works Superintendent Riverblood reviewed the purpose of this case is to provide preliminary feedback for a future plat currently known as Pearson Farm. The development will be a combination of single family homes and townhomes. Mr. Riverblood indicated the location of the proposed sub-division on a map. He showed the proposal for the sub-division. The southern portion of the development would be developed first. There would be approximately 98 townhomes and over 300 single family homes within the entire proposed plat, after all the phases would be complete.

Three private open spaces were indicated on the map. These private open spaces are proposed by the developer to be available for community use. These open space areas are typically not included in Park Dedication. Mr. Riverblood showed examples of another Capstone subdivision in photographs of homes having their own small play structures, and summarized the City's policy relative to pocket parks. The greenway corridor, which has been previously discussed with the Commission, was indicated on a map. Staff feels that Park Dedication may include improvements to the Lake Itasca Park. A public meeting regarding the development of Lake Itasca is suggested to be held sometime this summer. Park Dedication proceeds could also be used in some of the other park areas including the water-centric park. A splash pad has been requested by the residents during the public engagement process leading up to the acquisition of the land for Lake Itasca Park and would be consistent with a water-centric park within The COR.

The 4 acres to the north near Puma Street and Alpine Drive may also be considered as part of the Park Dedication agreement. These 4 acres are currently owned by the City. A larger greenway could extend from the COR along the wetland to Lake Itasca. An underpass for pedestrians is being considered under Alpine Drive. The cost for this is estimated to be $400,000 - $500,000. This would provide safe access for residents. Wildlife also typically uses these types of underpasses. The Mississippi River Trail is also along Puma Street, and could also have some landscape improvements associated with the trail (which is also United States Bikeway #45) as part of the Park Dedication agreement. Agreements could be made with the developer for either cash or construction of amenities.

The Park and Recreation Commission will be addressing access to parks and trails (geographic's and design), as well as specifics pertaining to how the Park Dedication and Trail Fees are satisfied within the future Development Agreement. Staff is forwarding at this stage to introduce the concept early. The Developer is asking for initial feedback on the concept before starting the official review process.

Chair Bennett thanked Mr. Riverblood for his report. Chair Bennett noted he is part of the Comprehensive Plan Steering Committee for the City. He noted this plan would be key to the

Comprehensive Plan components. He reviewed the goals of the Comprehensive Plan Steering Committee. There has been more use out of the larger community parks rather than the pocket parks. The community has indicated they would prefer the larger community parks.

Commissioner Sis referred to the underpass on Alpine Park and asked if there is data available indicating this would be helpful to the wildlife. Mr. Riverblood stated there has not been a large number of wildlife deaths along Alpine Drive. This would not be the primary reason for the underpass. The primary purpose would be safety for young people. A signalized intersection would cost the same amount of money but crossing under the road may be safer. Commissioner Sis was concerned the property would be isolated as far as emergency vehicles.

Commissioner Logan noted there are many options for this area and appreciated bringing in the residents to the planning process. The developer would like to receive Park Dedication credits for the open spaces areas but the Commission must balance between past practices, policies and how the whole community would be in the best served. Mr. Riverblood stated the water-centric park features are costed out today in excess of $6M. The splash pad would be a community-wide destination and accessible to families that may live in the project being proposed.

Chair Bennett stated the consensus of the Commission is that where staff is looking to with respect to the allocation of Park Dedication proceeds appears in line with where the Commission would like to see, including not investing in pocket parks.

Commissioner Sis asked about a diagonal greenway through the City serving a dual purpose to increase bike traffic to the City parks. Mr. Riverblood stated the trail and greenway would not be redundant and would serve residents for different purposes. They would be complimentary and have completely different character.

Commissioner Troy asked if an over-pass would be a substitute for the under-pass. Mr. Riverblood stated bridges are much more expensive than box culvert under-pass. Roughly speaking, a bridge would cost ten times more than an under-pass. All the preliminary engineering has not been researched to see if the grade would allow for an under-pass. Mr. Riverblood stated a sketch plan will come back before the Commission.

6. COMMISSION/STAFF INPUT

Parks & Assistant Public Works Superintendent Riverblood provided the following updates:

Update on the Comprehensive Plan Process – Chair Bennett reported the City has established an ad-hoc Comprehensive Plan Update Steering Committee. Once every ten years, the City is required by Minnesota Statute 473 to update its Comprehensive Land Use Plan. Aside from the statutory obligation, the City's existing plan has become dated in terms of policies, demographics, and land use vision. In order to freshen the City's vision for land use, including systems such as transportation, housing, economic development, natural resources, and parks/open space to name a few, now is an appropriate time to update the Comprehensive Plan. The Steering Committee has met twice so far on the project to set the stage and agree on a

framework moving forward. The primary next step in the process is to finalize a working draft of the City's land use Vision Statement and Future Land Use Map.

The Parks and Recreation Commission will begin discussing a new format for the Parks, Recreation and Open Space Plan. Currently the plan comprises of a future improvement/planning map alongside the Capital Improvement Program (CIP). The CIP is an important financial planning tool for the City and is intended to be complimentary to the Comprehensive Plan. The Parks and Recreation Commission along with the City Council desire to bolster the Comprehensive Recreation Plan into a more thematic and visionary document, looking more long term and comprehensively at the community's recreation needs, rather than simply a chronological financial planning tool. The Steering Committee is development a list of values for the Comprehensive Plan. The Plan consists of ten – eleven chapters.

Mr. Riverblood stated the comprehensive plan process is all about public engagement and all meetings are open to the public. He encouraged residents to get involved if desired to plan for what the community will look like in the future. Mr. Riverblood reported since the last Comprehensive Plan was done much has been accomplished. He will outline the accomplishments and improvements made since the last Plan. A larger Park and Trail Comprehensive Plan will be developed and will include showing what the neighborhood parks will look like in the future. Work on the Comprehensive plan will continue through 2017.

Commissioner Troy asked which peer cities the Ramsey Comprehensive Plan is sent to and Mr. Riverblood stated Ramsey's neighbors. Ramsey also reviews the neighboring communities Comprehensive Plans.

Update on 2017 Recreation Opportunities – Mr. Riverblood stated the City Council has deemed Recreation Opportunities a strategic initiative for the City. He referred to the City website under the Park and Recreation Calendar area. He reviewed some of the noted events. Ideas for recreation programming should be suggested to City Staff by residents.

Commissioner Troy asked if the events listed are included on the facebook page. Mr. Riverblood stated announcements will be regularly posted on the City's facebook page.

7. ADJOURNMENT

Motion by Commissioner Troy, seconded by Commissioner Logan, to adjourn the meeting.

Motion carried. Voting Yes: Chair Bennett, Commissioners Troy, Logan, Bayer, Fyten, Sis, and Troy. Voting No: None. Absent: None

The Park and Recreation Commission meeting adjourned at 7:20 p.m.

Respectfully submitted,

Mark Riverblood
Parks & Assistant Public Works Superintendent

Drafted by Debbie Wolfe
TimeSaver off Site Secretarial, Inc.

DRAFT



MINNESOTA ENVIRONMENTAL QUALITY BOARD

EQB

A Citizen's Guide: Community Decision-Making Basics

Table of Contents

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Community development procedures 3

Who is involved 3

Becoming more involved 5

This information is provided as a resource and it is important to know that the Environmental Quality Board (EQB) has no jurisdiction over local government planning and community development. The primary role of the EQB is to advise organizations on the proper procedures for environmental review and to monitor the effectiveness of the process in general. It is encouraged to contact the EQB on matters related to environmental review.

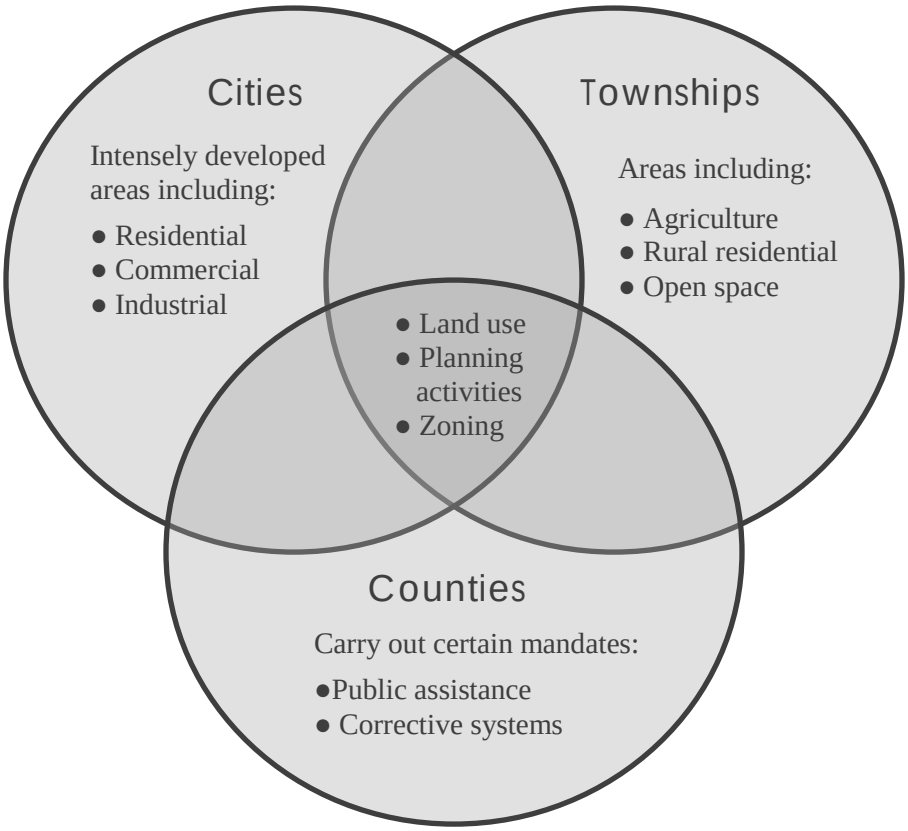
Overview

The term "Local government" applies to:

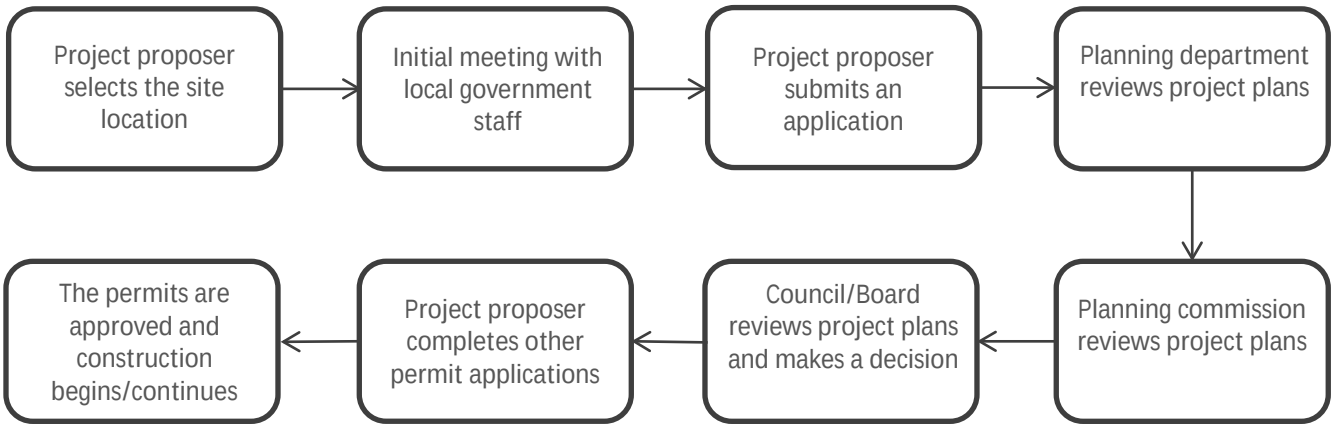
- Counties
- Towns (townships)
- Cities
- Hospital districts
- Regional development commissions
- School districts
- The Metropolitan Council
- Soil and water conservation districts

While local governments have a great deal of authority to oversee activities that take place under their jurisdiction, they are also subject to the laws, permits and rules of the state and federal government. Cities, townships, counties and certain joint power organizations can be named the responsible governmental unit (RGU) for a project to carry out environmental review. Other forms of local government, such as school districts, cannot be the RGU.

The diagram below shows some of the services/locations the three types of local government provide for:



Below is an example of the typical community development process works. It is designed to provide you with a background on a typical community planning process; it is not meant as an authoritative guide:



Community development procedures

Environmental review must be completed before any project approvals can be given or permits issued. If a project is large enough to require mandatory environmental review then local government planning staff will inform the developer of these requirements during the initial staff meeting. If a citizen petition is filed and the project has proceeded through some of the community's approval steps, the approval process is suspended until all requirements of the environmental review program have been met. In many local governments the environmental review decisions are made by the organizations governing authority, such as the council or board.

Who is involved

The following list provides a brief description of common local government positions, however it is recommended that individuals contact their local government or review its website to learn more about its normal staffing and operating procedures.

Local government position	Description
Council/Board members	· Council= city council · Board= township or county board · Generally made up by 5-7 members elected by local residents · Responsibilities vary between each entity, but generally they: § Pass ordinances § Set administrative policy § Vote on major proposals and activities § Order an EAW § Deny a petition § Require an EIS

Clerk	· More densely populated areas often have one or more clerks · In most governments the clerk is the first administrative officer · Generally clerks will: § Maintain official documents, resolutions, ordinances and records § File documents with proper officials/offices § Answer questions from the public regarding ordinance/official actions § Administer licenses and permits § Coordinate council/board meeting agendas, packets and meeting minutes § Interact with citizens filing for petitions § Obtain/file/forward submitted comments for EAW, EIS, etc. to appropriate staff person for a response
Attorney	· Either full-time staff or hired as a consultant on an as-needed basis · Generally attorneys will: § Provide legal guidance § Draft/review contracts, ordinance resolutions and other legal documents § Represents local government in judicial and administrative matters
Zoning administrator	· Either full-time staff or hired as a consultant · Generally Zoning administrators will: § Review/process requests for zoning changes, conditional use permits, variances and subdivision applications § Analyze project proposals § Prepare reports for the planning commission or local government council/board § Oversee and coordinate the environmental review process
Planning commission	· Serves as a preliminary step in the review of zoning and development proposals · Generally planning commissions will: § Provide recommendations to the council/board on all proposed developments, annexations, zoning changes, special uses and variances § Investigate new development proposals and provide insight to the council/board
Engineer	· More densely populated areas often have one or more Engineers · Either full-time staff or hired as a consultant · Generally Engineers will: § Help with many aspects of planning and project design/inspections. Including: water mains, water distribution systems, storm/sanitary sewers, pumping stations and related water and sewer facilities § Review environmental review documents and project proposals to ensure that the projects are designed appropriately for the current infrastructure capabilities of the community.

Becoming involved

This list of provides some ways to become involved with your local government:

- Start regularly attending local government council/board meetings and planning commission meetings.
- Find out if communities have a regular newsletter or e-mail distribution list, or if they have a bulletin board on their website that is updated on a regular basis
- Join local committees or citizen groups in order to advocate more effectively (i.e. Becoming a member of your local park board or planning commission or council/board)

The best time to have input and discussion in a community's land use decisions is when a comprehensive plan is being prepared or updated or when new ordinances are being considered for approval. Before a project proposal is presented and environmental review documents are prepared, the stage is often already set for how a community will grow and develop. Through regular, cooperative work with local government officials it is possible to be able to design procedures and ordinances that can accomplish more for a community's environmental protection than the information/analysis that is a part of the environmental review process.

About the EQB

The Environmental Quality Board (EQB) draws together the Governor's Office, the heads of nine state agencies and five citizens in order to develop policy and review proposed projects that could significantly influence Minnesota's environment. The Board staff is housed in the Minnesota Pollution Control Agency building.

About this document

This document was prepared as a result of an undergraduate research assistantship provided by the Center for Urban and Regional Affairs (CURA) New Initiatives Program. In 2005 University of Minnesota undergraduate student April Loeding and a team of EQB staff members, including Gregg Downing, Jon Larsen and John Wells, first prepared this document to streamline public understanding of the environmental review process. Heidi Johnson at the Department of Administration provided assistance in graphic design work for the publication. Dr. Terrence Cooper, a Professor at the University of Minnesota, served as the supervising faculty member for this project.

In 2014 the document was revised by University of Minnesota undergraduate student Amy Whooley and a team of EQB staff members, including Kate Frantz and Caroline Magnuson.

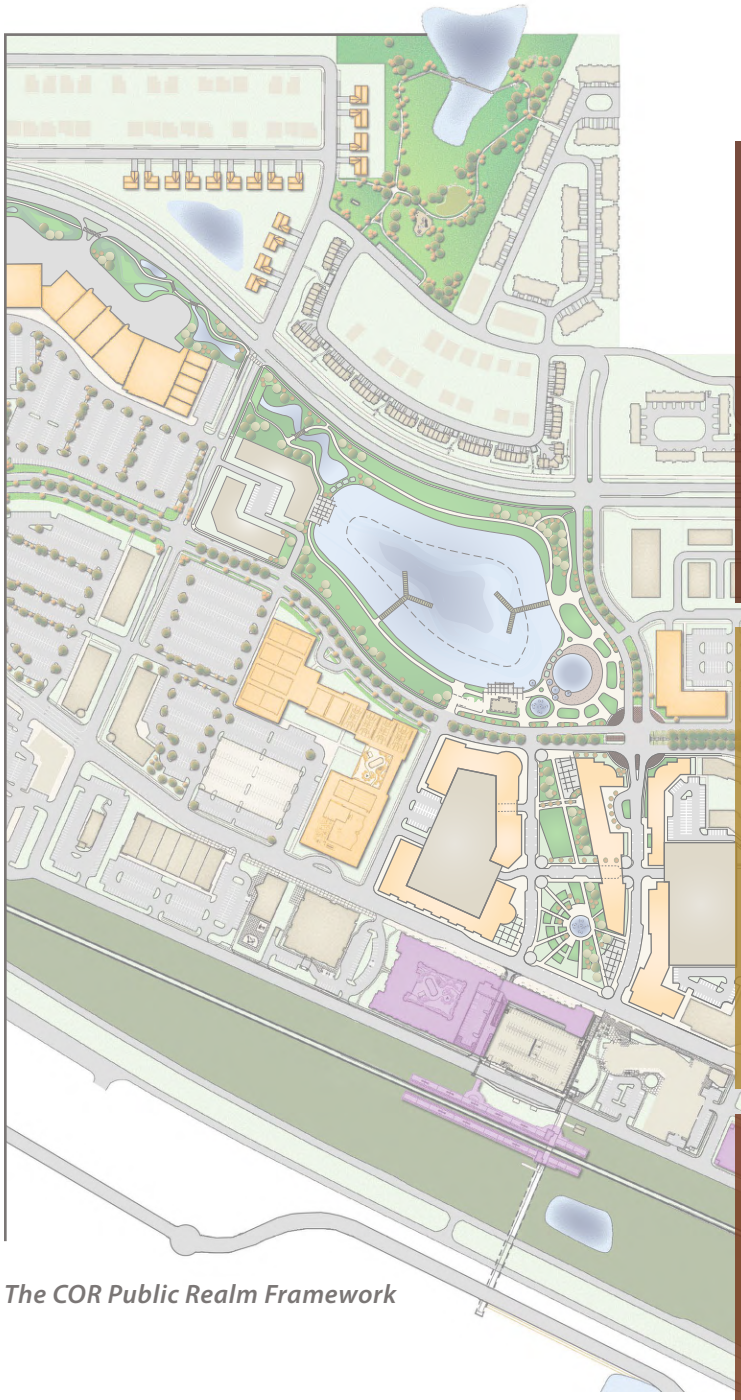
This document is not intended as a substitute for Environmental Quality Board rules and should be used in conjunction with the rule provision parts 4410.1000 to 4410.1700. Copies of the rules are available from Minnesota's Bookstore, www.minnesotasbookstore.com, or at the Revisor of Statues homepage at www.revisor.mn.gov. Further information about the environmental review process is available in the Guide to Minnesota Environmental Review Rules, located on the EQB website. Upon request, this document will be made available in an alternate format, such as braille, large print or audiotape. For TTY, contact Minnesota Relay Service at 800-282-5077 and ask for the Minnesota Environmental Quality Board.

Addition information

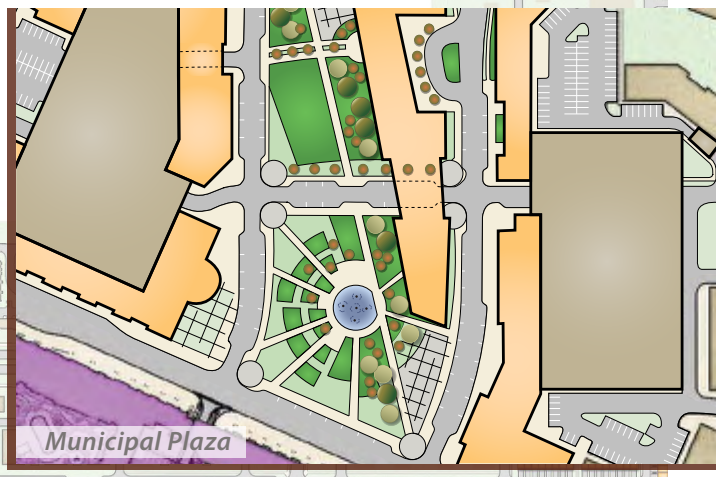
Contact the Minnesota Environmental Quality Board at:

Environmental Review Program
520 Lafayette Road North
Saint Paul, MN 55155
(651) 757-2873
Website: www.eqb.state.mn.us
E-mail: Env.Review@state.mn.us

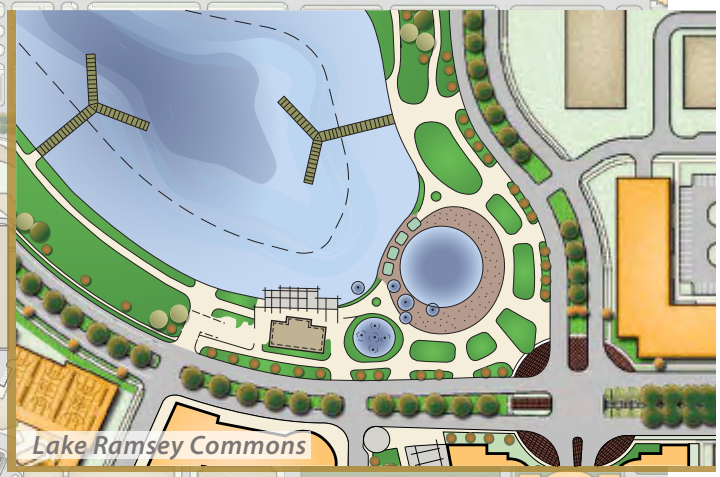
This document is available in PDF format on the Environmental Quality Board's website:
https://www.eqb.state.mn.us/EnvironmentalReview



The COR Public Realm Framework



Municipal Plaza



Lake Ramsey Commons



Greenway Trail Connection

The COR Parks + Public Places
City of Ramsey, Minnesota

Public Realm Framework + Cost Evaluation

December 2015



Lake Ramsey Commons Rendering (Satoko Muratake, 2016)

Prepared For

City of RAMSEY

Prepared By

BRUCE JACOBSON

LANDSCAPE ARCHITECT

LHB PERFORMANCE DRIVEN DESIGN.

History & Context

In the late 1990's, following a citizen-led referendum calling on the City of Ramsey to develop a 'town center', Ramsey has forwarded an innovative vision for a new downtown district (The COR, an acronym for City of Ramsey), defined through a sequence of adopted plans that have led to a variety of successful development projects in all categories including; housing, school, medical, office, municipal, commercial and the focus of this study, new additions to the city park and trail system—within and connecting to The COR.

(Excerpts from the 'Mississippi Skyway Preliminary Engineering Report' – SRF et al. 2014)

"The City of Ramsey, with the Metropolitan Council, has envisioned a multi-modal town center, with access via commuter rail, car, bicycle, and on foot. The 'COR' development is a planned 400 acre mixed-use and transit-oriented development site that includes a mix of residential housing choices for people of all incomes.

Establishing parks and creating quality recreational and open space opportunities remains a high priority for the City. The CITY OF RAMSEY 2030 COMPREHENSIVE PLAN UPDATE identifies the need to "Create vehicular and non-vehicular linkages to neighboring communities and between city neighborhoods, trails, recreation, work and shopping" as a component of their future planning checklist.

The Mississippi Skyway pedestrian bridge will provide a critical direct pedestrian and bicycle connection between the City of Ramsey's pedestrian-oriented 'COR' development, the Ramsey Northstar Station, Ramsey Park & Ride and the resources associated with the Mississippi River and attendant regional amenities. Currently, Trunk Highway 10 (TH 10) and the parallel BNSF Railway Company



Ramsey Town Center Master Plan (CLOSE, 2001)



Proposed Mississippi Skyway (SRF, 2014)



Development Plan 6.0 (Landform 2012)

and Metro Transit Northstar Commuter Rail railroad corridor are barriers to safe pedestrian and bicycle access between The COR and the river.

At its heart, the Mississippi Skyway project is about overcoming boundaries to safe bicycle and pedestrian circulation while expanding and enhancing multi-modal transportation, economic development and recreational options to promote a livable, vibrant region and community."

More recently, The City of Ramsey invited a team of consultants to work with City Department Leadership to set baseline assumptions that would help inform ongoing decisions related to future park and trail projects within The COR. This process outlined expected uses, facilities and features (a very basic design program), that was translated into a preliminary estimate of potential construction costs for each of the primary COR area components. Study conclusions included a summary of possible 'Scenarios + Strategies' available to support project funding and implementation.

Public Realm Framework



COR Public Realm Framework Plan (Jacobson/LHB 2015)

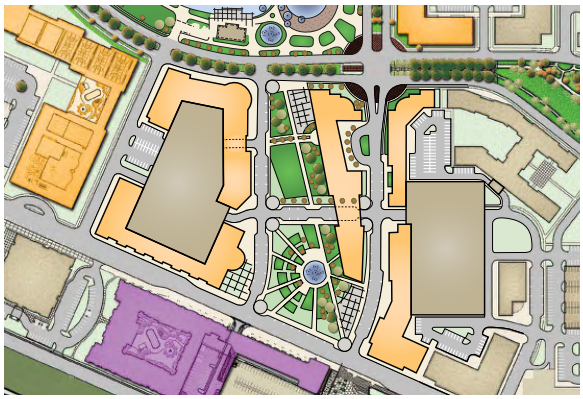
The Public Realm is what gives cities, districts and neighborhoods their identity - their unique sense of PLACE. Typically the public realm includes streets, parks, plazas, trails and other amenities, oftentimes integrating both public and private property. For the City of Ramsey, it is this network of connected spaces (illustrated in the Public Realm Framework Diagram above), that sets the stage for further development, defines the qualities and character (the Brand), and also promotes The COR as a vibrant, dynamic, must-experience local and regional destination.

The COR is designed to put the pedestrian first, by creating a safe and completely walkable environment. Active uses along the street reinforce its vitality, as does traffic-calming measures and accommodations for bicycles. Pedestrian through-block pathways connect destinations, providing equally inviting alternatives to the more traditional sidewalks along the street.

With increasing demand for efficient and innovative design, the public realm is frequently both a working landscape as well as a beautiful one. Water is captured and used. There is potential for energy generation in the form of sun, wind and geothermal to be harvested and distributed beneath parks, streets and pathways to serve projects within the community. Plants are selected to help clean the air and sequester carbon, and urban agriculture creates productive landscapes within available open space.

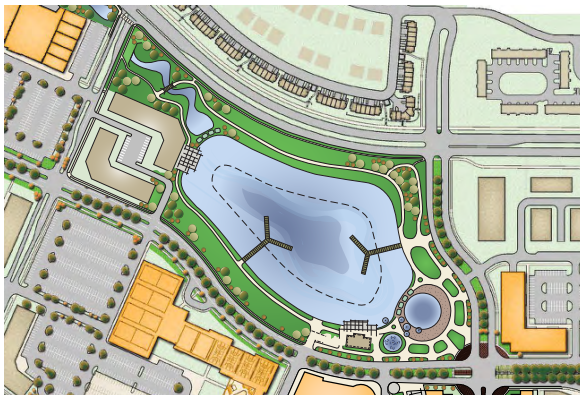
This study values the many contributions made by others, both in previous planning work and completed projects. While this study acknowledges the overall context of these various accomplishments, the primary focus here is on three primary components within The COR including: the Municipal Plaza, Lake Ramsey Commons, and the Greenway Trail Connection.

Framework Components



Municipal Plaza

In each of the many different planning frameworks over the years, the Municipal Plaza has been identified as the primary civic space at the very heart of The COR. Located directly across Sunwood Drive from Ramsey City Hall, this crucial public amenity will serve as the central gathering space for day-to-day activities and will certainly attract heightened private sector interest in development of adjacent properties.



Lake Ramsey Commons

As the major pubic amenity illustrated in the Development Plan 6.0, Lake Ramsey Commons will become a spectacular water-centric addition to the emerging park and trail system that connects the whole community. It holds a key position as the connecting hub between The Draw to the east, the proposed Greenway Trail Connection to the west, the Municipal Plaza and Commuter Rail Station to the south, with the proposed Mississippi Skyway linking the regional park and trail to The COR.

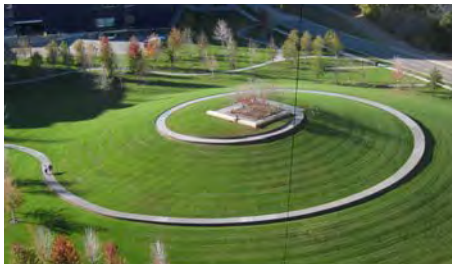


Greenway Trail Connection

Various scenarios and alignments were studied, and each in their own way serve to illustrate the strategic opportunity to connect amenities in The COR with Lake Itasca to the west via a public greenway trail. The greenway provides visual continuity east-west through The COR, and becomes the preferred access route for the hundreds of residential units between Lake Itasca and the retail destinations within The COR–strengthening the vitality of these commercial enterprises.

Frame of Reference - Examples of Park Construction Costs

The 'Estimates of Potential Construction Costs' included on the following pages are somewhat conservative and general in content. For the purposes of this study, costs will serve as a solid foundation for further discussion/decision as detailed design work proceeds for each component.



Gold Medal Park

~$15/SF



Bloomington Central Station

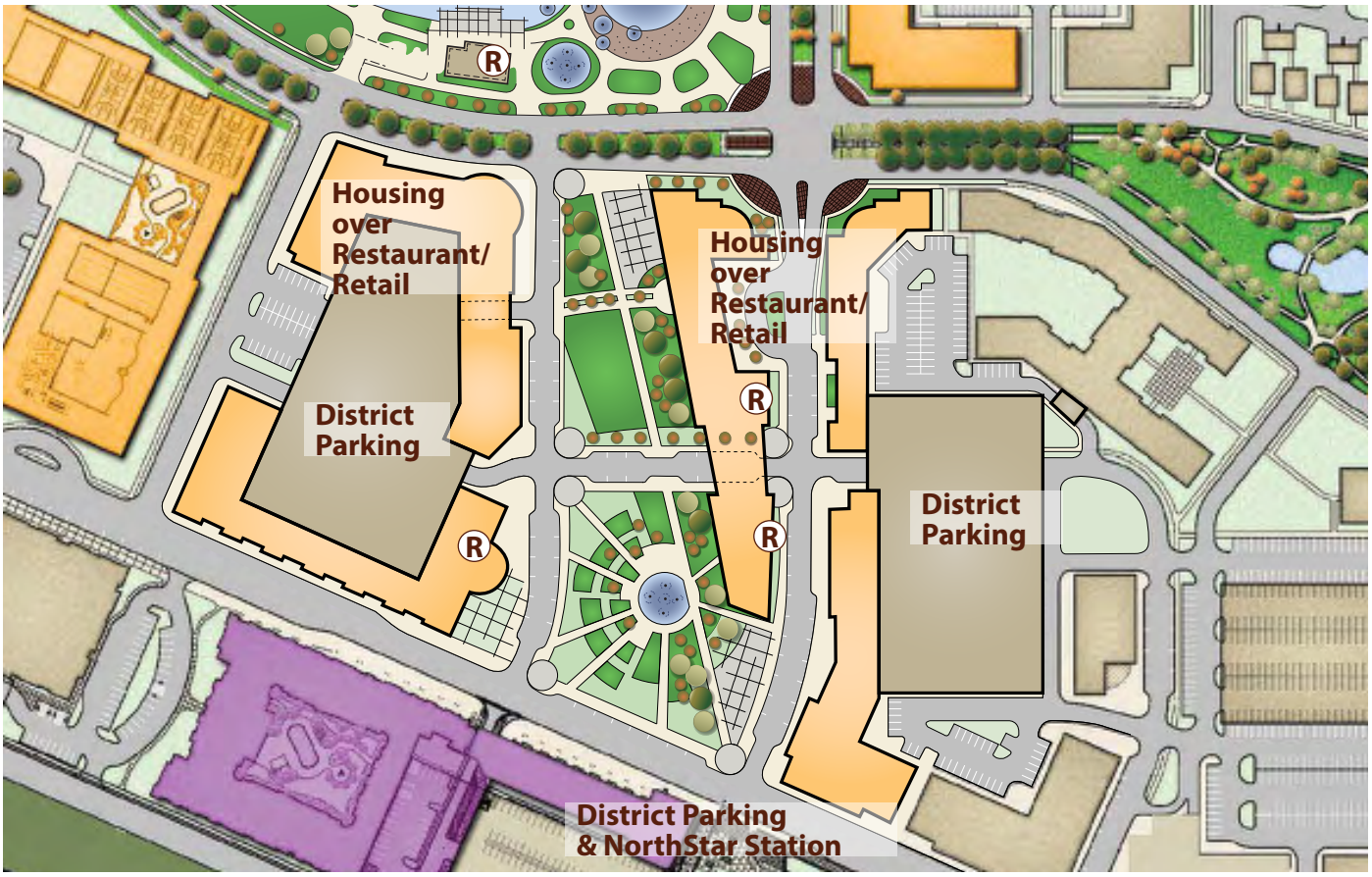
~$50/SF



Target Field Plaza

~$100/SF

Municipal Plaza



Alternative Plan for Consideration (Jacobson/LHB 2015)

Simply stated, Municipal Plaza is the single most important component of the COR Public Realm Framework. It is the place to meet, the orientation point for wayfinding in The COR, and serves as the gateway to other public amenities and attractions nearby. Sitting at the crossroads of strong civic presence, residential density, transit options and retail storefronts, this location brings together all the elements of innovative and sustainable city-building.

Exploring several possible configurations confirmed the need to fully integrate uses, amenities and materials with Sunwood Drive (Ramsey's Main Street) while creating a clearly visible and accessible connection between the proposed Mississippi Skyway and Lake Ramsey Commons. This vital 'public promenade' along Center Street provides the primary north/south armature through The COR and also links a variety of facilities and amenities such as the Regional Park, The Draw, North Commons and other destinations. (See also the document addressing a realigned Regional Trail through The COR along Center Street, entitled 'Central Anoka County Trail and connection to Mississippi West Regional Park'.)

For the purposes of defining potential costs for future construction, a preliminary list of park elements (or a basic design program) was discussed including:

- Flexible use, paved plaza area to accommodate special events such as Happy Days
- Interactive, decorative, sculptural water feature as a City icon
- Integrated stormwater management and other infrastructure systems
- Formalized planting design representing Minnesota landscapes (lake, prairie, woodland, etc.)
- Lighting, furniture, art and other elements to create unique identity and character

Recommendations

The Municipal Plaza will clearly identify the center of civic life and support a variety of daily activities within The COR. This key public PLACE represents a rare opportunity within the City of Ramsey to encourage vertical mixed-use development, with restaurants (and future retail stores) fronting the plaza. The relationship between The COR's Main Street (Sunwood Drive) and the Municipal Plaza as completely integrated pieces of the whole, is critical for the success of this district.

When completed as envisioned, the combined presence of these two public realm components, The Plaza and Main Street, will create a signature destination, and will leverage additional private-sector investment in this area. 'Restaurant Row', as part of the unique mix of uses within and adjacent to the Municipal Plaza, will contribute to the intensity and vibrant street life that characterize successful placemaking. To realize its full potential at this location (in contrast to sites along Lake Ramsey) will require a solid commitment from both public and private participants to integrate these types of ground floor uses within development projects near the Plaza.

District parking strategies need to be explored and pursued to address issues related to vehicle movement, convenient access, and to provide maximum benefit/support for mixed-use development throughout The COR—and this is true for the park spaces too. While district parking is likely to begin with centrally located surface lots, over time, as new development intensifies, these will be converted to structured parking, either as stand-alone facilities (meeting specific design standards) or fully integrated within creatively designed development sites close to the Plaza. There are many precedent projects, local and national examples, which illustrate the variety of options available, from traditional approaches to the latest advancements in flat floor, flex-use/convertible strategies.

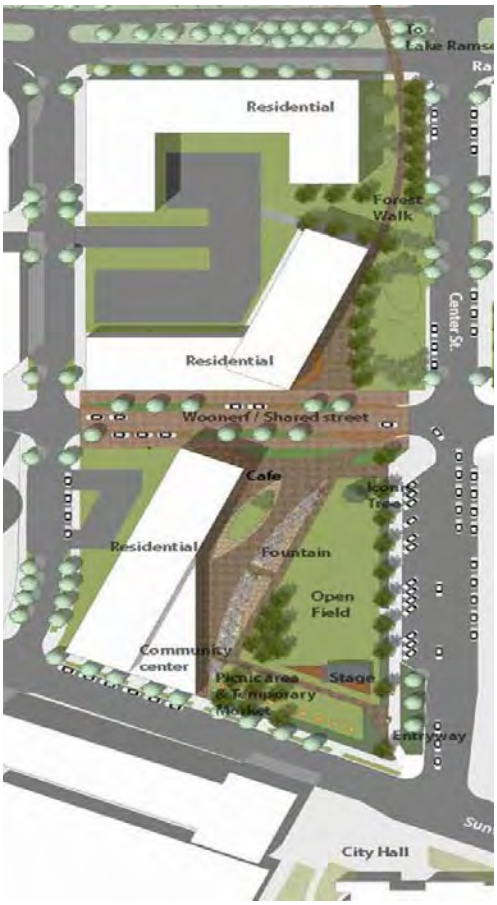
Primary Project Elements



Fountain and open space



Shared street in commercial district



Illustrative Plan (Cunningham Group 2013)



Welcoming edges, gateway to park



Forest walk to Lake Ramsey

Municipal Plaza

Basic assumptions that support Estimate of Potential Construction Costs:

- Total acres/square footage (approximate): 2 acres/87,120 square feet

Estimate based on park elements illustrated on Concept Studies:

1.	pavement (1/2 of total park area) 43,560 x $15/square foot	$ 650,000
2.	plantings (1/2 of total park area) 43,560 x $12/square foot	$ 525,000
3.	stage area canopy (space frame/awning)	$ 250,000
4.	lighting 70 pedestrian scale fixtures x $5,000 each	$ 350,000
5.	furniture i.e. planter walls, benches, bike racks, receptacles, etc	$ 300,000
6.	signage including large monument, information, direction	$ 100,000
7.	water feature (decorative, interactive, sculptural)	$ 200,000
8.	excavation/grading 25,000 cubic yards x $3/cubic yard	$ 75,000
9.	stormwater (surface / below ground), utilities, infrastructure*	$ 250,000
Subtotal		$ 2,700,000
Contingency and Soft Costs		$ 810,000
TOTAL		**$ 3,510,000** **or $ 40.29 per square foot**

**District systems approach vs. site by site.*

Lake Ramsey Commons



Lake Ramsey Commons Plan (Jacobson/LHB 2015)

As a major new public amenity, Lake Ramsey Commons has the potential to fulfill a list of much-discussed objectives related to water-oriented recreational uses in the community. This is an opportunity to integrate natural systems, with a focus on water resources and native landscapes, within an urban, pedestrian-oriented environment. As an added benefit, this will create an inviting backdrop for new development, active and passive recreation venues and other attractions. A destination in and of itself with proposed loop walkways and bicycle trails, The Lake also makes important connections to similar systems at The Draw and to points west as part of the proposed Greenway Trail connection to a proposed new community park at Lake Itasca. For the purposes of defining potential costs for future construction, a preliminary list of park elements (or basic design program) was discussed including:

- Concrete lined wading pond and sand beach
- Splash pad play area / water feature
- 6 to 7 acre lake with fishing pier(s) and other public access locations
- Pavilion/picnic shelter designed as a multi-purpose structure

Recommendations

Prepare a preliminary (schematic design) drawing set for the Lake Ramsey Commons land parcel to guide ongoing, and future excavation in this area. Define a prescribed phasing sequence that supports both future park construction and the need for fill material in the rest of The COR. Complete a detailed survey of this land parcel; stake out the extent of proposed lake boundaries and other park elements to clearly define the limits of disturbance and the potential for tree planting and other restorative landscape installations relating to the lake and greenway connections.

Survey a specific parcel along the lake edge to be reserved for future food / concession venue; promote the idea of one lakeside restaurant similar to Tin Fish (Lake Calhoun) or Bread and Pickle (Lake Harriet) in Minneapolis. This singular food venue will provide the desired lakeside dining experience without diminishing the level of intensity and street activity needed to support successful mixed-use and restaurant development around the Municipal Plaza.



Lake Ramsey Commons Rendering (Satoko Muratake, 2016)

Primary Project Elements



Bike trail and path



Wading Pond and splash pad



Pedestrian paths



Planted, soft edges



Flex use pavilion

Lake Ramsey Commons

Basic assumptions that support Estimate of Potential Construction Costs:

- Total acres/square footage for park area (approx.): 13.5 acres / 588,060 square feet
- Total acres/square footage for lake (surface area approx.): 6 acres / 261,360 square feet

Estimate based on park elements illustrated on Concept Studies:

1.	concrete wading pond, overlook; $6/sf	$130,800
2.	concrete bike trail and pedestrian path; $5/sf	$ 270,000
3.	plantings ~ 200,000 square feet x $5/square foot	$ 1,000,000
4.	lighting 70 pedestrian scale fixtures x $5,000 each	$ 350,000
5.	furniture, signage and lighting	$ 750,000
6.	splash pad play water feature (interactive, sculptural)	$ 300,000
7.	entry plaza including pavement, sculpture	$ 100,000
8.	fishing pier	$ 30,000
9.	pavilion (flex use, picnic shelter, no rest rooms)	$ 250,000
10.	excavation/grading 183,000 cubic yards x $3/cubic yard	$ 540,000
11.	lake liner 300,000 square feet x $3.50/square foot	$ 1,050,000
12.	stormwater (surface / below ground), utilities, infrastructure*	$ 300,000
Subtotal		$ 4,710,800
Contingency and Soft Costs		$ 1,413,240
TOTAL		**$ 6,224,040** **or $ 10.58 per square foot**

**District systems approach vs. site by site.*

Greenway Trail Connection



Greenway Trail Connection Plan (Jacobson/LHB 2015)

This essential Greenway Trail Connection provides another opportunity within The COR to meet overlapping objectives for multiple use, district systems, wildlife habitat and other desired functional and aesthetic outcomes. While traditional bicycle/pedestrian trails and related amenities will certainly be a key component, the series of ponds, wetlands and other water-resource related features will provide the unique setting and ecological benefit derived from a more innovative approach to greenway design. For the purposes of defining potential costs for future construction, a preliminary list of greenway trail elements (or basic design program) includes:

- Combined bicycle / pedestrian trail
- Multiple locations for rest stops, interpretive / educational elements
- Multiple locations for boardwalk / bridge crossings
- Integrated drainage / stormwater management system to serve this district

Recommendations

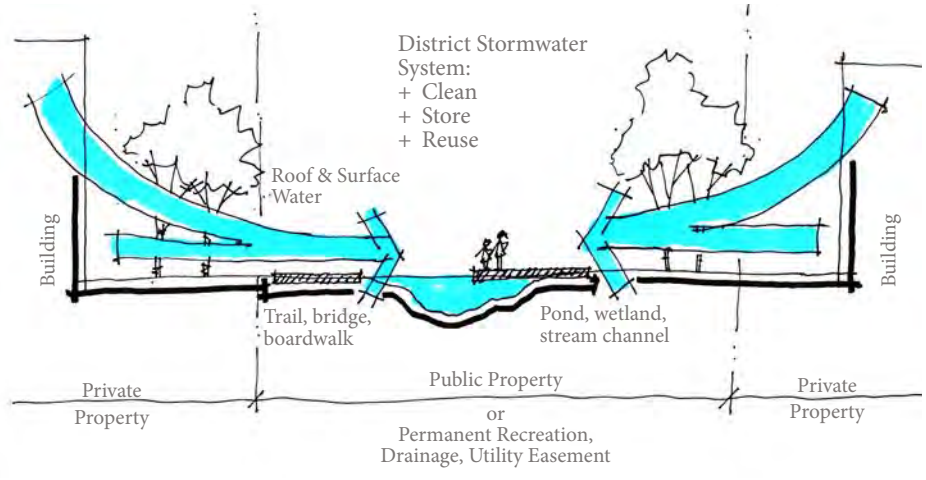
There is an opportunity to explore alignments for this Greenway Trail Connection that might provide greater benefits to the northwest quadrant of The COR – measured in social, economic and environmental value added. With modest enhancements to the existing trail along Bunker Lake Boulevard, and expanded greening initiatives west of the Ramsey Parkway, there is great potential to frame this quadrant on the north and south with attractive green corridors. Both of these travel routes accommodate multi-modal options, but with heavy emphasis on the automobile.

A third option, a meandering Greenway Trail Connection through the center of this quadrant not only provides a much-needed green amenity in this part of The COR, but also creates another valuable development 'frontage' to enhance land value and encourage private investment. This centrally located alignment will also provide opportunities for innovative approaches to district systems, particularly water resources – with the added benefit of an off-street, dedicated bicycle and pedestrian corridor linking local and regional trail networks.

The location and alignment of the Greenway Trail Connection will have considerable influence on development patterns in this quadrant of the COR. The various scenarios illustrated on pages 10 and 11 attest to the wide range of land use options; from 'super block', car oriented, destination convenience shopping, to finer grained, pedestrian-scaled, residential neighborhoods. This kind of imbedded public amenity will build value across multiple objectives, at individual site and district scale—leading to innovative, economically sustainable outcomes.

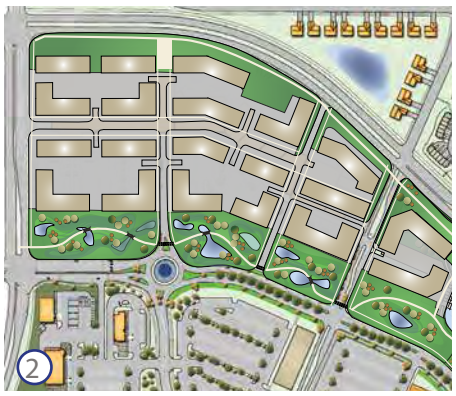
Greenway Trail Alternative Alignments







6.0 Plan Greenway Trail Opportunity (Jacobson/LHB 2015)



Alternative: South Greenway Trail Alignment (Jacobson/LHB 2015)



Ramsey Town Center Master Plan (CLOSE, 2001)

Greenway Trail Connection

Basic assumptions that support Estimate of Potential Construction Costs:

- Total acres/square footage for COR Greenway Connection (approx.): 2.5 acres / 108,900 square feet

Estimate based on park elements illustrated on Concept Studies:

1.	excavation/grading 2,000'L x 30'w x 10'd x $3/cubic yard	$ 100,000
2.	concrete combined trail (10') 20,000 square feet x $5/square foot	$ 100,000
3.	rest stops along trail including pavement, bench, canopy (4)	$ 120,000
4.	pedestrian/bike bridges across stormwater features (4)	$ 200,000
5.	lighting 20 pedestrian scale fixtures x $5,000 each	$ 100,000
6.	signage including large monument, information, direction	$ 50,000
7.	miscellaneous utilities/infrastructure	$ 50,000
8.	plantings 100,000 square feet x $5/square foot	$ 500,000
9.	stormwater (surface / below ground), utilities, infrastructure*	$ 300,000
Subtotal		$ 1,520,000
Contingency and Soft Costs		$ 366,000
TOTAL		**$ 1,886,000** **or $17.30 per square foot**

**District systems approach vs. site by site.*

Funding Scenarios and Strategies

Scenario 1 - Proximity to Parks; Revenue Producing Factors

This Scenario is based on a series of studies conducted by the Trust for Public Land (TPL), and more specifically their 2011 study for the City of Seattle (see attached). Similar calculations for The COR might offer several strategies to capture revenue specifically allocated for park and trail improvements.



- Value of properties within 500 feet of parks
- Value attributable to parks (4.84%)
- Property tax revenue from properties within 500 feet of parks
- Tax revenue attributable to parks (4.84%)

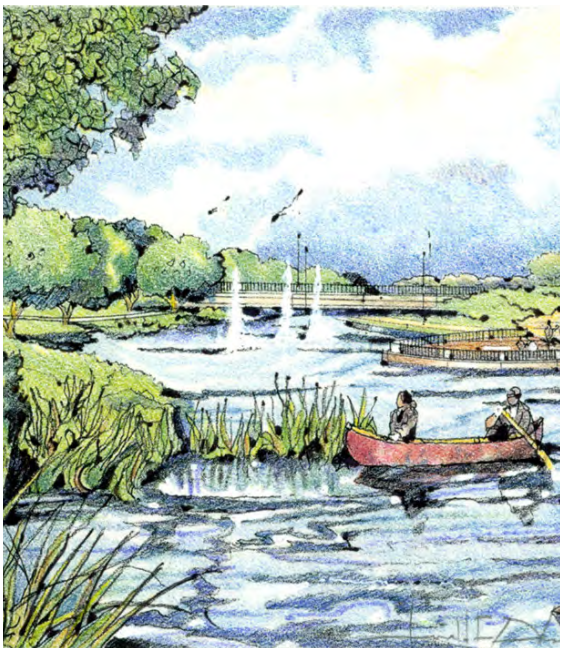
Strategies:

1. Capture a portion of increased property value – park and trail fees calculated as a percentage of property values attributed to nearby parks (adjusted premium per acre land sale cost)

2. Capture a portion of increased tax revenue – park and trail improvements calculated as a percentage of tax revenue attributed to nearby parks (then defined within the Parks' CIP)

Scenario 2 - District Stormwater Management System; Shared Costs for Infrastructure

This Scenario is based on recent work with the Mississippi River Watershed Management Organization to design and implement a district stormwater management system for the Prospect North redevelopment project in Minneapolis. Through additional research/design provided by Barr Engineering (and other sources) overall project objectives and design parameters were defined that would yield savings (and produce better overall outcomes) for both the City and property owners/developers. This approach used the following baseline assumptions:



To meet city standards for stormwater management through a traditional site-by-site approach, property owners/developers would typically spend between $90,000 – 150,000 per impervious acre to be treated.

To meet city standards for stormwater management through a district/shared system approach, costs will typically range from $50,000 – 90,000 per impervious acre to be treated (depending on the level of detail/intensity of the final design).

A couple things to note: The ranges shown above include both engineering/design fees and final construction costs. Ultimately this demonstrated multiple benefits and project efficiencies that meet functional (permitting) requirements and yield significant cost savings using the district/shared system approach, while at the same time raising the bar in terms of aesthetics, habitat creation, recreational use, increased property values and other positive outcomes.

Strategies:

1. Secure commitments from potential/future property owners/developers to pay to the City, no more than they typically would for site stormwater management components (site-by-site), but discounted per the savings realized for participating in a district stormwater management approach. For example: agreeing to pay $75,000 per impervious acre instead

of something around $100,000 per impervious acre – and using the northwest quadrant of the COR to demonstrate how this might work, take the approximately 30 acres (north of the parkway and west of the Lake Ramsey), multiplied by 80% impervious land cover (buildings, parking lots, streets, etc.) equals 24 acres, multiplied by $75,000 per acre (mid-range cost for shared approach) and the City would receive $1,800,000 from property owners/developers to design and build the system (see Estimate of Probable Construction Costs – Greenway Trail + Stormwater Management Corridor).

2. Define permanent stormwater/utility/recreation/access easements (that run with the land) that will reserve adequate acreage to accommodate district system design and construction.
3. Draft agreements (we have a successful template/model for this) between property owners/developers and the City to clearly define relationships, roles/responsibilities, timelines and other considerations.

Scenario 3 - Metropolitan Council – Livable Communities Demonstration Account (LCDA)

This Scenario is based on recent success securing grant monies from the Metropolitan Council to support design and construction of public realm improvements. Over the past several years, their project selection/award criteria has changed somewhat to reflect more contemporary and innovative development approaches. Toward that end, they are no longer funding purely infrastructure projects, but are more interested in proposals that link specific development sites with public transit, district systems (stormwater, parking, etc.) and creative design of 'signature public places'.



For example, in a recent successful application for the Prospect North Redevelopment District, the Metropolitan Council LCDA awarded one million dollars for improvements to Fourth Street (named "Green Fourth"), but also to be shared with the adjacent Cornerstone Development (mixed-use, housing over retail). Basically this one-third, two-thirds split is a mandate intended to thoughtfully integrate design solutions for both projects, including streetscape, stormwater management and other district system elements.

Strategies:

1. Seek willing development partners who will participate in shared-project scenarios similar to the example described above; with a specific focus on joint funding applications to help pay for various elements of your proposed signature parks and public spaces.
2. Carefully blend the interface between public and private property, particularly along the edges of proposed signature parks and public spaces, promoting flexible use, vibrant/inviting destinations and universal access. This will build a strong case for shared funding while illustrating the many shared benefits of an integrated design and project implementation approach.

Funding Scenarios and Strategies, con't

Scenario 4 - 'Pilot Cities' + Demonstration Projects – Renewable Energy Corridors

This Scenario is a bit more complicated and potentially involves the shared efforts of the City, the Metropolitan Council, the McKnight Foundation and the Metropolitan Design Center (University of Minnesota, College of Design). For the next round of Comprehensive Planning (required for all/most cities), the Metropolitan Council and other participants have suggested an updated approach and expanded planning criteria that perhaps better respond to the "Grand Challenges" of our time (U of M President Kaler). These include at the very least; climate change, equity and health.



To support cities, both large and small, already beginning the process to update their Comprehensive Plans, this group of stakeholders have proposed a series of workshops and city-by-city roundtables that will drill down and help address the specific challenges and needs for candidate 'Pilot Cities + Demonstration Projects' that meet their criteria. While the specifics of this approach, and the selection criteria/process, are still being resolved, the City of Ramsey might 'jump the queue' by expressing interest and beginning to organize your planning steps to take advantage of this opportunity. Benefits include, precedent research and best practice models from around the world, facilitated workshops with specific focus on Ramsey issues, funding support for planning studies to help redefine objectives, and final Comprehensive Plan document preparation that highlights innovation and implementation priorities.

Strategies:

1. Meet with leadership at the University of Minnesota, Metropolitan Design Center to learn more about this opportunity and, if interested, begin to define your commitment and potential next steps.
2. Schedule working session(s) to draft a plan/approach tailored specifically to your needs, including overall process, preliminary task outline, schedule, participants, roles and responsibilities, issues/ideas and other study requirements.
3. Schedule first Ramsey Workshop and Focus Topic Roundtable meetings to officially launch this process.

Scenario 5 - Seek Partnerships – Grants + Loans + Other Funding Sources

While this Scenario may at first glance seem very familiar as a means to secure project funding, there is a much broader playing field and an increasing menu of opportunities across the local, state and federal spectrum. There have been numerous recent successful applications that integrated project objectives with various essential infrastructure and development components including:

- Shared eco/environmental outcomes and benefits
- Energy innovation demonstration projects
- Health initiatives matched with wellness programs
- Affordable/life-cycle housing
- Living-wage jobs and other initiatives

One example: Prospect Park Minneapolis was just awarded a McKnight grant for $350,00 through their 'Regional Communities and Energy Program' to be used for detailed design of a district heating and cooling system (through District Energy Saint Paul) that will eventually serve more than 300 acres of mixed use/'Innovation District' development projects. This represents another major step toward sustainability goals, carbon reduction and a shift to renewable energy sources.

It is also important to note that this project is part of a layered approach that concurrently is working to integrate district infrastructure within a variety of proposed public realm improvements (parks, trails and so on). This includes district stormwater management, district energy and district parking, with a long-term view that shared systems will bring us much closer to the realities of living within our 'resource budget'.

Specifically related to infrastructure, district systems and the public realm, this is an opportunity to take a leadership role in demonstrating how shared corridors (for example: the proposed Ramsey Greenway Trail + Stormwater Management Corridor) could integrate solar hot water, photo-voltaics, geothermal heating and cooling, and other innovative approaches. We can no longer afford to approach these opportunities as 'single-issue' projects; it's not just a greenway with a trail, but it also needs to answer the question -"What else can it do?"

Strategies:

1. Take decisive steps toward creating a comprehensive list of public realm and infrastructure projects needed to support economic development outcomes you envision for the COR (and adjacent acreage).
2. Prioritize this list, seeking projects with overlapping/intersecting missions and objectives from various stakeholder groups, agencies and other funders; i.e. what types of projects fit their criteria that are also ready to move into the next stages of design and implementation.
3. Continue to develop a complete list of grant opportunities including key contact people, timeline, criteria, review process, examples of past applications and other factors that will improve your chances for success.



Lake Ramsey Commons Rendering (Satoko Muratake, 2016)



For additional information please contact:

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mriverblood@cityoframsey.com

Pearson Farm City Policy Statements

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Land Use and Zoning

1. The project site is guided as a mix of Medium Density Residential (majority of site) and High Density Residential (small portion of site).
2. The proposed project is a mix of unattached Medium Density Residential (majority of site) and attached medium density residential (two small quadrants).
3. The City supports the utilization of a Planned Unit Development given the variety of unique housing types and styles and to allow flexibility in the application of land use standards.

Medium Density Residential Character

These areas are within the MUSA and intended to receive medium density housing including lower density multi-family housing and higher density single-family housing. Average density will be 6 units per acre.

Planned Unit Development

The intent of the Planned Unit Development District is to provide a district that will encourage flexibility in land development in order to 1) make better use of new techniques in building design and construction and land development, 2) housing affordable to all income groups, 3) more efficient use of public infrastructure, 4) energy conservation through the use of more efficient building designs and through the clustering of buildings and land uses, 5) preservation of desirable land characteristics and open space and protection of sensitive environmental features such as steep slopes, poor soils and trees and 6) more effective and efficient use of land, open space and public facilities through the mixing of land uses and assembly and development of land in larger lots.

Environmental Review

1. An Environmental Assessment Worksheet (EAW) is mandatory.
2. An Alternative Urbanwide Area Review (AUAR) is another option in lieu of an EAW, but not recommended in this instance.

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3. The City of Ramsey is the Responsible Governmental Unit (RGU) for the EAW, and therefore owns the document and has final decision power on the content of the document.

Environmental Assessment Worksheet (EAW)

An Environmental Assessment Worksheet (EAW) is mandatory for this project due to the number of proposed lots. An EAW is a baseline environmental review that studies traffic, congestion, air quality, ecological resources, historical resources, etc. It is a simple planning tool that helps entities that approve projects that will alter the physical development of a property better understand the potential impacts. An EAW requires a specific project to be under review. An EIS is a much more in depth environmental review for significantly large project or project with the potential for significant environmental impacts.

Environmental Impact Statement (EIS)

The City does not believe an Environmental Impact Statement (EIS) will ultimately be required for this project.

Alternative Urban Areawide Review (AUAR)

An Alternative Urban Areawide Review (AUAR) is an option in lieu of an EAW. An AUAR is a tool that allows communities to look more comprehensively and proactively and potential environmental impacts. It does not require a specific project to be under review. The project is part of a broader small area planning effort. Other future uses adjacent to the project include a 1) future business park, 2) redevelopment of an existing industrial park to retail, and 3) a future high density residential area. If timing were not a concern with a specific project desiring to commence this year, the City would recommend this approach. However, as there is a specific project with a specific timeline, the City supports forgoing this option in lieu of the traditional AUAR.

Park Dedication

1. It is the policy of the City to favor larger, accessible neighborhood and community public parks with quality amenities and improvements over smaller, pocket parks with few to no 'destination' improvements.
2. The Master Park and Trail Plan for the project area is to be serviced by improvements (existing and proposed) within Lake Itasca Park, the Lake Itasca Trail, and The COR. The area is further served by greenway trail connections between these two significant recreation opportunities (Lake Itasca Park and The COR).
3. The City supports smaller recreational areas and open space within individual developments when properly maintained by homeowners.
4. The City supports pursuing the following in negotiations for cost-share/Park Dedication and Trail Fee credit:
    a. Mass grading of Lake Itasca Park predicated upon an approved concept plan, which may include export of fill from the park for the proposed subdivision.
    b. Specific stand-alone improvements to Lake Itasca Park. For example, future parking parking areas and boardwalk/pier to Lake Itasca, canoe/kayak station, or establishment of native landscapes (following grading).
    c. Alpine Drive Roundabout (Staff recommended exploration only).
        i. The Developer shall be responsible for the design and construction consistent with the phasing of the project.

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ii. The proposed roundabout shall include enhanced pedestrian safety measures above and beyond standard/minimum improvements.
iii. Park Dedication credit may be applied to the 'leg' of the roundabout which would serve as the Lake Itasca Park entrance

d. Greenway Trail Connection
   i. Construct 10' trail adjacent to the wetland in the north edge of the plat, and exchange land for Hageman parcel (4 acres of earlier Park Dedication to the city)
   ii. Explore creation of area of linear open water (visual amenity for townhomes), along trail.
   iii. Consider plaza adjacent to greenway trail and the Mississippi River Trail (Puma Street) for bench, drinking fountain, enhanced landscape, etc.

e. Advance park improvements in The COR
   i. Identify within the Development Agreement, specified improvement E.g. Schematic Design for the water-centric park, plans and specifications for the proposed splash pad etc.

Regional Infrastructure

The section will be populated at future steps.

- Regional Infrastructure for the project area is defined as Bunker Lake Boulevard and Puma Street.
  - Roadway
  - Water Trunk (paid for by normal Trunk Fees)
  - Sanitary Trunk (paid for by normal Trunk Fees)
- An additional suggested improvement is the Alpine Drive Roundabout (Staff recommended exploration only).
- The City supports some degree of cost share for these improvements. The specifics shall be negotiated with future steps.
- The Developer shall be responsible for the final design and construction for portions adjacent to the project.

For specific detail on this policy topic, please review the Infrastructure Study completed by Bolton and Menk. This section will be completed upon completion of the Revised Infrastructure Study by Bolton and Menk and subsequent policy direction from the City Council.

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CC Regular Session **7. 3.**

Meeting Date: 02/14/2017

By: Tim Gladhill, Community Development

Information

Title:

Consider Resolution #17-02-040 Approving a Comprehensive Plan Amendment for the Armstrong West Area

Purpose/Background:

The purpose of this case is to hold a public hearing and make a recommendation to City Council regarding the Comprehensive Plan Amendment outlined below.

Notification:

Staff attempted to notify all Property Owners within 350 feet of the Subject Property. The Public Hearing Notice was published in the Anoka County UnionHerald.

Observations/Alternatives:

Comprehensive Plan Amendment

The Comprehensive Plan Amendment is the first step of several to implementing a land use vision. This first step is often abstract, but provides important broad policy direction to continue on with more detailed analysis. Before the City completes more detailed studies and analysis at increasing costs, the City should ensure that the overall vision is acceptable to the community. This is not the final opportunity for the Planning Commission to recommend policy direction on land use for this area. That being said, if the Commission desires additional information in order to make an informed decision, this is the opportunity to pause and request more detailed information.

The Amendment is focused on two adjacent, but separate project areas.

1. Pearson Properties of Ramsey
    1. Due to a proposed residential subdivision, some slight adjustments to the Comprehensive Plan are proposed.
2. Hageman Holdings
    1. Per the recommendation of the Economic Development Authority, the Planning Commission is asked to consider amending the Comprehensive Plan to facilitate the development of a new business park. The site is currently a mix of public-quasi public (originally proposed for a large private school) and retail.

Medium Density Residential

This area is largely unchanged from the current Comprehensive Plan. In fact, the proposed Comprehensive Plan Amendment actually slightly reduces density in pockets of the Amendment Area. Of note, two smaller pockets of High Density Residential have now been removed. It is anticipated that the residential project proposed by Capstone Homes (Pearson Farm) will utilize a Planned Unit Development approach to execute the final approvals.

Business Park

The impetus for the Comprehensive Plan Amendment to Business Park is the result of a site selection exercise by the City's Economic Development Authority to look for ways to continue to foster future business and employment growth. The City's existing business parks are essentially at capacity, save for a few small infill spots. The City Council's Strategic Action Plan calls for ways to enhance the tax base through economic development initiatives.

Public Engagement

The overall land use concept consisting of a mix of residential, business park, and retail was the result of extensive, collaborative public engagement dating back to 2013. While the boundaries have adjusted, Staff believes the underlying concept is retained through the current amendment. A public comment summary is attached for the City Council's review.

At the Public Hearing, a question was raised about the wetland area between the Hageman Holdings site and the residential subdivision to the north. The resident in attendance found the response that areas were protected by the wetland protection act acting as a buffer between future development and existing development. This comment underscores a consistent comment Staff receives from this area regarding a desire to create and protect a greenway corridor in the area. Staff recommends that this topic be evaluated as part of the Comprehensive Plan Update as an area of potential protection above and beyond the wetland protection act.

Alternatives

1. Approve the Comprehensive Plan Amendment as presented.
2. Postpone a decision and seek additional, more detailed information.
3. Do not approve the Comprehensive Plan Amendment and leave future land uses planned as is.

Funding Source:

This case is being handled as part of normal Staff duties.

Recommendation:

The Planning Commission recommends approval of the Comprehensive Plan Amendment.

Action:

Motion to adopt Resolution #17-02-040 granting a Comprehensive Plan Amendment for portions of the Armstrong West area.

Attachments

Comprehensive Plan Amendment Map

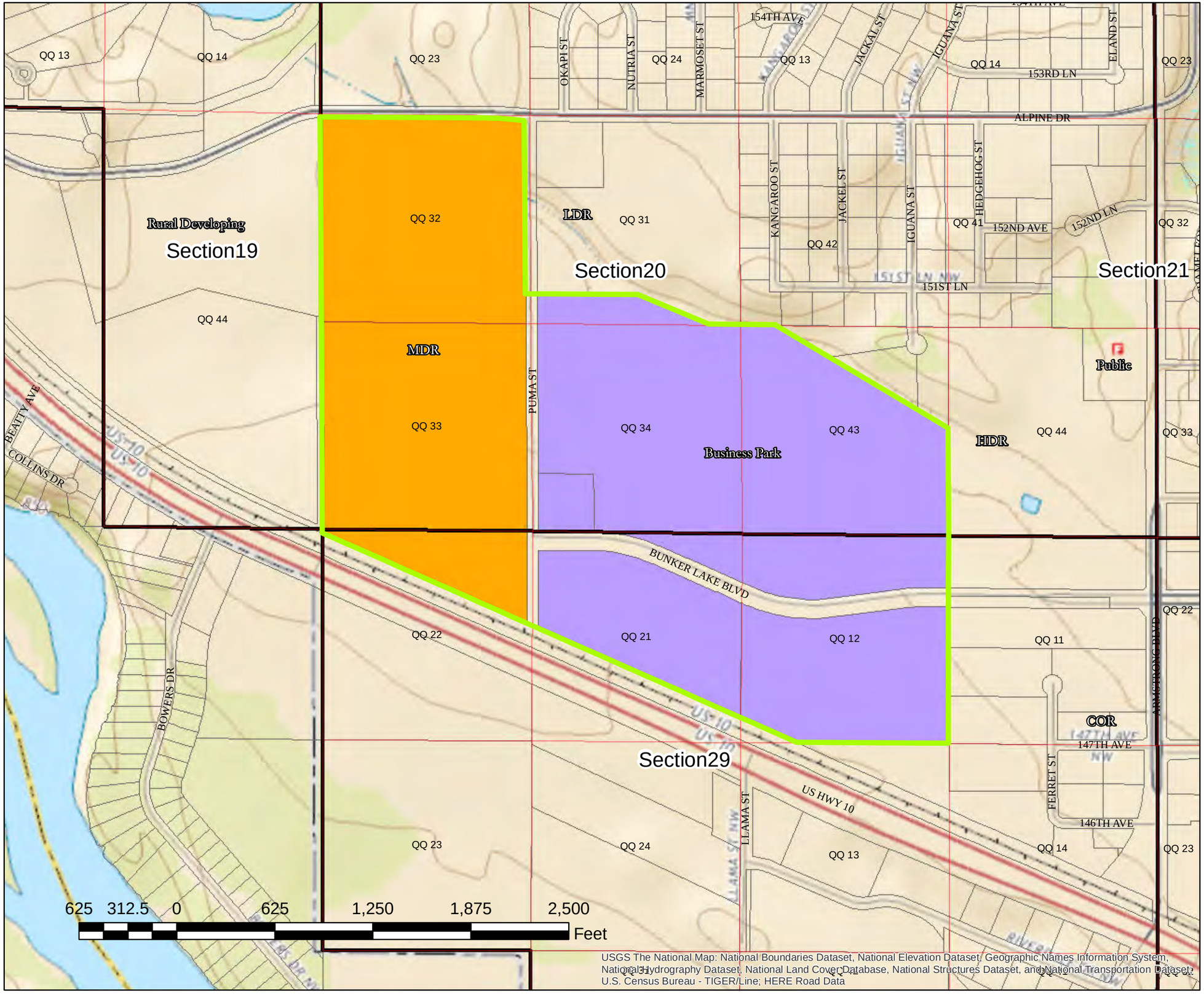
Public Engagement Summary (2013)

Resolution #17-02-040

DRAFT Planning Commission Minutes dated February 2, 2017

Form Review

Inbox	Reviewed By	Date
Tim Gladhill (Originator)	Tim Gladhill	02/08/2017 12:34 PM
Kurt Ulrich	Kurt Ulrich	02/09/2017 02:44 PM
Form Started By: Tim Gladhill		Started On: 02/03/2017 10:05 AM
Final Approval Date: 02/09/2017		



USGS The National Map: National Boundaries Dataset, National Elevation Dataset, Geographic Names Information System, National Hydrography Dataset, National Land Cover Database, National Structures Dataset, and National Transportation Dataset; U.S. Census Bureau - TIGER/Line; HERE Road Data

City of RAMSEY

Armstrong West
Proposed Future Land Uses

Comprehensive Plan Amendment Boundary

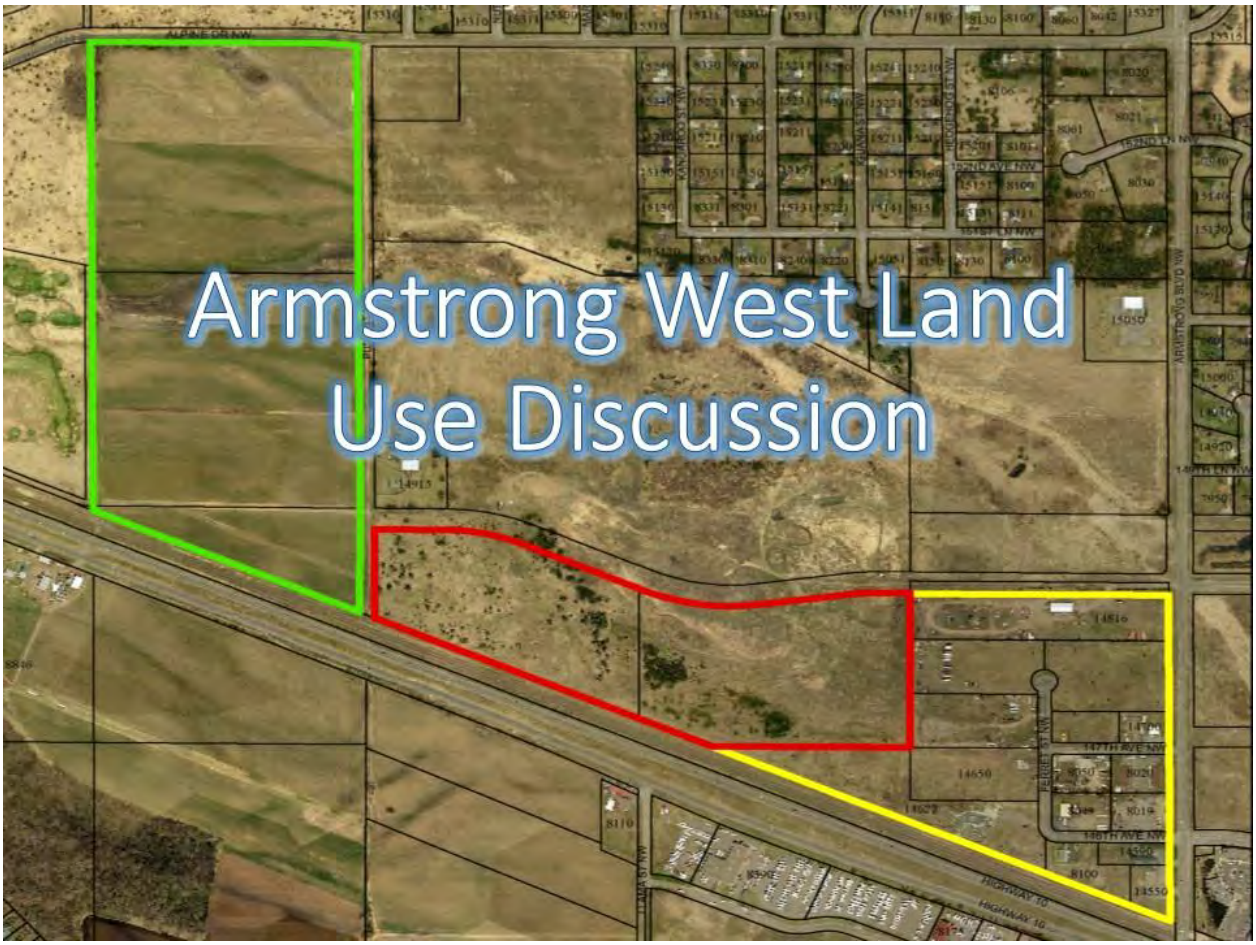
Parcels

Future Land Use

Business Park

Medium Density Residential

This is not an approved land use plan. This is a working document only, based on current feedback and concepts (both public and privately developed concepts).

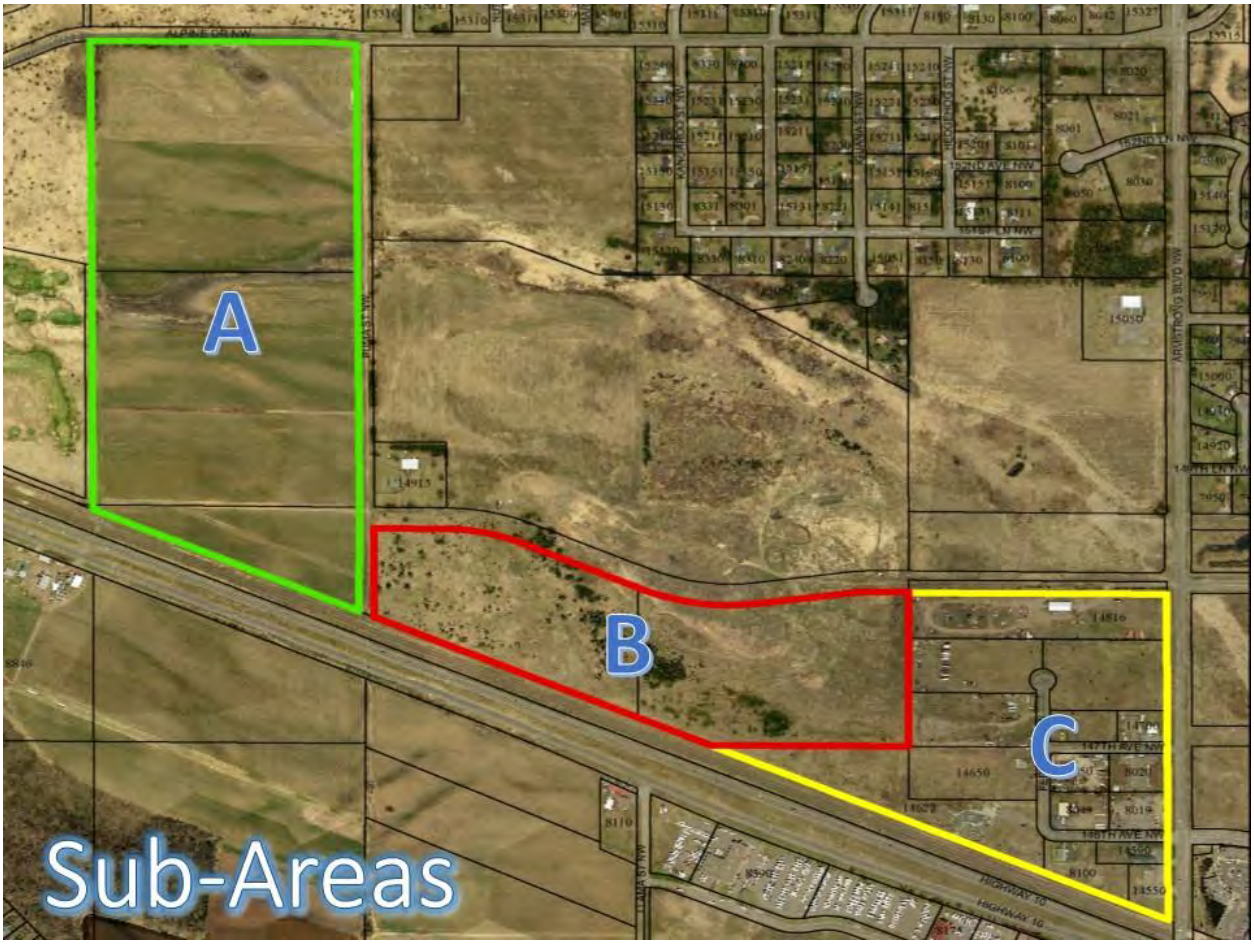


Public Discussion – December 12, 2013

The following represents comments submitted by participants.

Goals (as defined by participants)

- Add commercial and industrial land in order to add to the tax base
- Discuss necessary infrastructure
    - Water & sewer
    - Streets & access



Definitions

- Business Parks – uses could include warehousing, office, light manufacturing. May or may not include outside storage.
- Retail – places to shop.
- Low Density Residential – average three (3) homes per acre. May or may not include attached units.
- Medium Density Residential – three (3) to seven (7) homes per acre. Traditionally includes attached units, but may include detached units as well (twin-homes, detached townhomes, small-lot single-family).
- High Density Residential – seven (7) to fifteen (15) homes per acre.

Sub-Area 'A' – Pearson Properties [NOTE: discussion also added areas of Northfork, Inc. to the west and to the north]

- Portion of area as business park
  - Light manufacturing
  - Limited or no outside storage
  - High architectural standards
- Portion of area as residential
  - Low to medium density
    - Small lot single-family or twin-homes
  - High quality design standards
  - Fit well with adjacent golf course [The Links at Northfork]
  - Low traffic
  - PUD-Planned Unit Development
    - Cluster development with permanently protected green/open space to serve as buffer/transition
    - Conservation style subdivision without creating a new district/subdivision process (utilize existing PUD process)
      - NOTE: would NOT be the same, previous ordinance known as the Cluster Subdivision Ordinance (circa 2005).
      - Proposed PUD would permanently protect open space, not preserve areas for future development.
  - Focus on transition from residential to business park and compatibility with golf course
- *Written Comments:*
  - Keep in consideration golf course area for higher end residential & possibly private road (compared to industrial access)
  - Homes along golf course
  - Industrial park north of tracks
  - Residential North end
- *Northfork, Inc. Area*
  - Currently guided as larger acreage lots without sewer
  - Screening may be important depending on adjacent land use type
  - Interested in other land use options
    - Site has private, restrictive covenants
    - Could consider a higher density (low density to medium density) to match development pattern of what happens on Pearson site
  - Interested in working with Pearson Properties

Sub-Area 'B' – Hageman Holdings [NOTE: discussion also added other Hageman Holdings properties to the north]

- Open to a project in the short/near-term
- Focus = business park
- Open to the concept of retail
- Future school will provide its own buffer for compatibility
- *Written Comments:*
  - Industrial/business
  - Retail option
  - Not the school area or land on Alpine = residential
  - Residential north half
  - Industrial park south half

Hageman Residential Portion (36 Acres along Alpine Drive)

- High quality architecture
- Single-family feel
- Allow for some clustering with permanent buffer
- See Saint Michael example
  - Hans Hagen development adjacent to J & B Group
  - Medium density with screening/buffer
    - Twin-homes; small-lot single-family

Future School Site (North of Bunker and Sub-Area 'B')

- Current vision remains a school (user to be determined) or other youth-focused philanthropic endeavor
- If unable to develop as a school:
  - Potential for retail development (first choice)
  - Also potential for a business park

Sub-Area 'C' – West (COR) Retail

- Existing standards may be too restrictive
  - Continue quality standards on the façade
  - Default to traditional bulk standards (setbacks, parking, etc.)
- Potential/need for frontage roads
- Potential for railroad crossings and/or railroad spurs
- Hageman Holdings OK with concept of adjacent retail (Sub-Area 'B')
- Market should drive scale of retail
  - Large-scale (big-box) or small/medium-scale (convenience, food, etc.).
  - Not quite at the stage to fully determine where exact locations or large, medium, or small scale should be – let the market drive
- Reduced visibility due to Armstrong Interchange
- Need taller signs
- *Written Comments:*
  - Retail as best fit for the new interchange, etc.
  - Industrial park to the west

Councilmember ___ introduced the following resolution and moved for its adoption:

RESOLUTION #17-02-040

A RESOLUTION APPROVING A COMPRHENSIVE PLAN AMENDMENT, CONTINGENT UPON METROPOLITAN COUNCIL APPROVAL, TO CHANGE A LAND USE DESIGNATION ON THE SUBJECT PROPERTY TO MEDIUM DENSITY RESIDENTIAL AND BUSINESS PARK

WHEREAS, the City of Ramsey (the "City") has initiated an amendment to the Comprehensive Plan to change the future land use designation from 1) High Density Residential to Medium Density Residential; and 2) Public-Quasi Public and Commercial to Business Park for the following legally described property:

Lot 1, Block 1 Alpha Development, Anoka County, Minnesota

-and-

That part of Outlot B, Alpha Development lying within Northeast Quarter of Northeast Quarter of Section 29, Township 32, Range 25, Anoka County, Minnesota

-and-

That part of Outlot B, Alpha Development lying within Northwest Quarter of Northeast Quarter of Section 29, Township 32, Range 25, Anoka County, Minnesota

-and-

Lot 1, Block 1, Pine Shadows, Anoka County, Minnesota

-and-

The Southwest Quarter of the Southwest Quarter of Section 20, Township 32, Range 25, lying west of east 40 feet thereof, except road subject ot easement of record, Anoka County, Minnesota.

-and-

That part of Northwest Quarter of Northwest Quarter of Section 29, Township 32, Range 25 lying northeasterly of northeasterly right of way line of Burlington Northern rail Road and lying westerly and southerly of the north 60 feet of east 40 feet of said Quarter Quarter, except road subject to easement of record, Anoka County, Minnesota.

(the "Subject Property")

WHEREAS, the City has been approached by Capstone Homes on a residential concept plan; and

WHEREAS, the City desires to amend a portion of the Subject Property to facilitate the future development of a business park in order to retain and expand businesses and expand the City's tax base; and

DRAFT

WHEREAS, the Ramsey Planning Commission met on February 2, 2017, conducted a public hearing, and considered the Applicant's request for a Comprehensive Plan Amendment.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA, as follows:

1) That the Ramsey City Council hereby approves the request for a land use designation change.

2) That the Ramsey City Council hereby authorizes City Staff to submit the necessary documentation to Metropolitan Council for an amendment to the 2030 Comprehensive Plan to change the land use designation to Low Density Residential.

3) That this land use change shall become effective concurrent with the City's receipt of notification of approval from Metropolitan Council.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 28th day of February, 2017.

_____
Mayor

ATTEST:

_____
City Clerk

DRAFT

5.02: Public Hearing: Consider Resolution #17-02-040 Approving a Comprehensive Plan Amendment for the Armstrong West Area.

Public Hearing

Chairperson Bauer called the public hearing to order at 7:48 p.m.

Presentation

Community Development Director Gladhill presented the staff report stating the purpose of this case is to hold a public hearing and make a recommendation to City Council regarding a Comprehensive Plan Amendment. Staff discussed the proposed amendment in detail with the Commission and recommended approval of the amendment for the Armstrong West Area.

Citizen Input

Chairperson Bauer asked if there was any specific zoning being recommended at this time.

Community Development Director Gladhill stated E1, E2 and E3 were being recommended. He reported the zoning would be addressed after the City approved a Comprehensive Plan Amendment.

Kyle Swenson, 15049 Iguana Street, stated he lived directly north of the proposed business park. His family supported the business park and asked if the DNR wetland would be impacted.

Community Development Director Gladhill stated the DNR wetland would not be impacted in any way.

Al Pearson, 14821 Bowers Drive, stated he owned the 91 acres and supported the proposed rezoning of this land.

Motion by Commissioner Nosan, seconded by Commissioner Surma, to close the public hearing.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Nosan, Surma, Anderson, Brauer, and VanScoy. Voting No: None. Absent: None.

Chairperson Bauer closed the public hearing closed at 8:00 p.m.

Commission Business

Motion by Commissioner Anderson, seconded by Commissioner Surma, to recommend that City Council adopt Resolution #17-02-040 granting a Comprehensive Plan Amendment for portions of the Armstrong West area.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Anderson, Surma, Brauer, Nosan, and VanScoy. Voting No: None. Absent: None.

DRAFT

CC Regular Session **7. 4.**

Meeting Date: 02/14/2017

Submitted For: Patrick Brama, Administrative Services

By: Patrick Brama, Administrative Services

Information

Title:

Stone Brook Children's Academy Site Selection

Purpose/Background:

Purpose

Provide Stone Brook Academy and Childcare Center direction on their proposed site location in The COR.

On 01/24, the City Council indicated more information is needed before a final decision can be made (RE site location). The Council was concerned about the ramifications this single project (about 1 acre) would have on the development of the larger parcel/ block (about 5 acres). The Council desired to know more about how the various development challenges associated with this site will play out in various development scenarios (i.e. Stone Brook proposal vs. single developer master planned site).

Per Council direction, attached to this case are four professional drafted development scenarios for consideration/ discussion. These scenarios are based on the current zoning (COR-2 Retail) and the master plan. The Council requested this case be reviewed one more time by the Planning Commission before the Council made a final decision.

Review

This case was reviewed by the EDA on 12/08/16 and 01/12/17. This case was reviewed by the Planning Commission on 01/05/17 and 02/02/17. This case was reviewed by the Council on 01/24/17 and 02/14/17. All parties are generally very supportive of the use/ proposed project. However, the site location has been the focal point of conversations.

The EDA is in general support of Stone Brook's proposed site location, Site #1 (5-1 vote on 01/12/17). The Planning Commission is *now* in general support of Stone Brook's proposed site location, Site #1 (5-1 vote on 02/02/17). Please see attached Site #1 Log for details.

City Review process

This case is being addressed in several separate steps:

Step 1: Site Location/ Site Concept (current case)
The purpose of this case is to provide direction from a master developer perspective (site location, concept project layout).

Step 2*:* Real Estate transaction
The purpose of this step will be to consider a formal purchase agreement (i.e. deal terms).

Step 3: Entitlement
The purpose of this step is to review Plat and Site Plan applications (i.e. zoning/ land use regulations).

Notification:

NA

Observations/Alternatives:

Questions Received by Saff:

(1) Why does Stone Brook want to be located on Site #1 Why is being located near the center of The COR important? Please see attached log for Site #1. Please see feedback from Stone Brook.

(2) Is Stone Brook a daycare or a pre-school? Please see attached log for Site #1. Please see feedback from Stone Brook.

(3) Why does the pad ready site located north of Coborn's (the McDonald's sites, Site #2), not work for Stone Brook? Please see attached log for Site #2. Please see feedback from Stone Brook.

Attached:

(1) background information (project, owners, benefits, term sheet).
(2) log for Site #1 and Site #2. Both updated (Council & Stone Brook comments added, simplified).
(3) MEMOs from CBRE.
(4) four site concepts (as requested by Council for PC to review)
(5) former Dominium senior apartment complex proposal. 120+ units, first floor parking. This proposal is not allowed via the existing zoning disrict (i.e. COR-2 retail). In 2015, the City indicated they did not want to see this project on this site, as it didn't fit the vision. This was added for reference purposes only.

Funding Source:

NA

Recommendation:

Staff is looking for direction to move forward with negotiating a purchase agreement with Stone Brook for Site #1, or not. If the Council is comfortable with Site #1, staff would request any feedback possible, at this time, on the following two items.

(1) Will the City require the road connection? The EDA, PC, and staff support a private road connection.
(2) Will the City require an internal road connection (as shown on Master Site Layout "B")? The PC supports an internal road connection.

NOTE: staff is asking these questions because they will have a direct impact on the land transaction negotiation.

Action:

Motion to:

Direct staff to negotiate a purchase agreement with Stone Brook Academy and Childcare Center for Site #1.

-or-

Direct staff to continue working with Stone Brook on selecting an alternative site (not Site #1).

Attachments

SITE 1

Four Master Planned Sites (COR 2 Zoning)

Former Dominium Concept 2015

CBRE MEMOS (2)

Background

SITE 2

Form Review

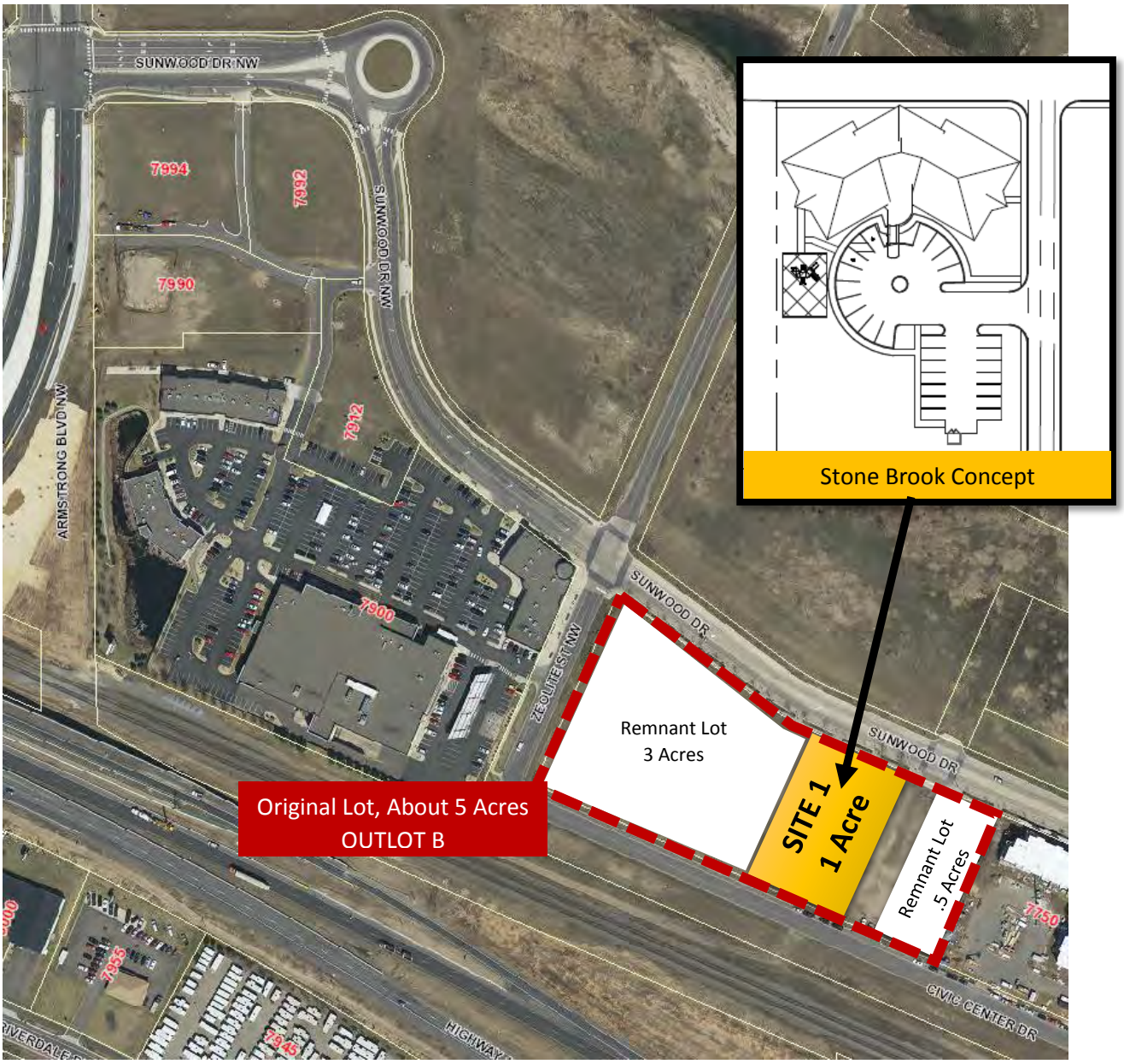
Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	02/09/2017 01:17 PM
Kurt Ulrich	Kurt Ulrich	02/09/2017 03:57 PM
Form Started By: Patrick Brama		Started On: 02/08/2017 04:54 PM
Final Approval Date: 02/09/2017		

Stone Brook Academy
(previously known as Prestmore Academy)
Site Selection Log

SITE 1

02/03/2017

SITE 1



Outlot B is a roughly 4.95-acre parcel. The user, Stone Brook Academy, would like to utilize a roughly 1-acre portion of the property. This site is located in the COR-2 Retail district, on the boarder of the COR-1 Mixed district.

The shape/ dimensions of this site is ideal for development (rectangular). This site will require fill (is low), which will increase project costs for Stone Brook. Infrastructure generally is in place, and surrounds this site. The one question mark RE infrastructure is the potential Yolite Street connection. The other item worth noting, is this project will solidify the two remnant lots.

(1) Stone Brook Feedback

A. Why does Stone Brook think they need to be located on this site?

1. For the reasons outlined below, Stone Brook is confused why this question is being discussed—as it appears the City is providing mixed and conflicting direction/ messages on The COR.

    - The City's adopted COR Master Plan specifically shows a childcare center on this site.
    - The City's adopted COR Master Plan shows three individual projects on this site, including a very small project (not one single large project as many have discussed recently).
    - The City's adopted COR-2 Zoning District allows for this use.
    - The City is formally marketing this parcel for sale. Stone Brook is willing to purchase at a reasonable price—and is not asking for a formal business subsidy.
    - Stone Brook is proposing a quality project, a quality service, and a destination use for The COR.

2. Stone Brook has reviewed all available site locations in The COR on multiple occasions, over the past six months. This includes reviewing sites with developers, architects, banks, and walking sites. Stone Brook wants to purchase this property now (purchase agreement). They have been saving for the past two plus years—and are very interested in this specific site. They desire to begin construction in early summer 2017.

3. Look/ feel/ vision are very important to Stone Brook. This site (near center of The COR) meets the vision of Stone Brook. They want a high-class, high-tech, high-amenity, well-respected, nice looking academy/ childcare center, that fronts Sunwood Drive, and fits in *WELL* with the surrounding area—which they believe is near the center of The COR. This facility will be much more of a state-of-the-art children's academy, rather than simply just a childcare center. This will be an asset/ destination for this community.

4. Stone Brook believes in the City's vision of The COR—and they are drawn to this specific site. They believe near the heart of The COR is where family oriented uses/ destination uses are best located—like academy's, community centers, theaters, train stations, municipal, parks, etc. (details in location section below).

5. Being located near the center of The COR, versus on one extreme end or the other, provides better ability for Stone Brook to evenly pull from Ramsey's major population areas (north and east of Ramsey Boulevard), and also to pull from future developable areas (west of new Armstrong interchange).

6. Being located near the center of The COR allows Stone Brook to draw from nearby dense housing—including apartments, townhomes, and other residential developments within The COR—as a result, in many cases, this location may be walkable. Being located near the center of The COR may also attract people using the Northstar Commuter Rail.

7. This site (Site #1) allows for a nice transition of uses, from multiple apartment users (i.e. COR-1 zoning district) to a traditional retail area (COR-2 retail district). Naturally, this site is a transition site. A transition user, like Stone Brook, makes sense.

8. Stone Brook believes being located on Sunwood Drive, near the center of The COR, is important for fit/ feel/ safety of the academy. Traffic flow (ease of access, congestion) and nearby users impact the perceived safety/ security/ fit of their facility. Stone Brook believes being located on either end of The COR detracts from these principles (i.e. convenience retail areas).

9. The Mcdonald's sites are 25%-35% bigger than what Stone Brook needs, and will result in wasted space/ remnant lots (which the City will be unhappy with). The Casey's sites on the east end of The COR have several more "development issues" than Site #1. PSD is not willing to sell their site for less that $12.00 psf. The Northgate site is too small. Not only is this their #1 desired site, Stone Brook believes other options in The COR don't work well.

10. This type of business, a high-end children's academy, is not commonly seen in Anoka County, if at all (however, is common in Hennepin County for example). It is critically important, to the owners, that they are able to *deliver* top-notch services in a high-class facility. They will not open a facility in Ramsey if they cannot achieve that goal. Stone Brook believes their pricing structure is very sensitive/ risky in Ramsey (unproven market for this product). They need to do everything they can to keep user costs as low as possible in Ramsey (Site #1 works for their budget).

B. Is this a daycare or a pre-school?

1. Stone Brook is a center based childcare. Stone Brook is not a daycare. [Based on State regulations,] daycares are centers located inside peoples' homes. A center based childcare, under MN Dept of Human Services guidelines, has specific requirements for number of children, as well as, staff qualifications. Stone Brook will be applying for a childcare license [though the State]. This license will enable Stone Brook to service children ages 6 weeks-preschool.

2. [With the above in mind,] Stone Brook is not just opening up a childcare center just to open up a childcare center. Childcare centers are a very tough and regulated business. Therefore, to spend time and energy and personal assets just for a business would be foolish. Stone Brook has been in contact with many people and [childcare] centers for two years now, trying to gather information and to produce a quality product. First and foremost for the children, but second of all, for the community.

   Stone Brook will be regulated by the MN Dept of Human Services. Requirements, see website pages. Supporting a childcare center in the community is vital to the growth of the community. Yes, the family is a powerful influence on a child's ability to succeed, but Stone Brook's goal is to also work collaboratively in a process that is fun, educational, and have a beneficial social impact. Therefore, Stone Brook will be [include] special events for families, a large multi-purpose room for events and learning, computer-smart boards for learning, and the privilege to share the stages of growth and development with the families. Just remember that when a center for childcare exists and successful, the community in which they serve will also show success and a positive influence.

(2) Staff Feedback

A. YOLITE STREET CONNECTION

- Development of this site *could* trigger the construction of a 275' public roadway connection (known as Yolite Street)--which would connect Sunwood Drive with Veterans Drive. Yolite Street is the only potential public mid-block connection between Zeolite and Sapphire Street in The COR (which are a half mile apart). Requiring the construction of Yolite Street is a policy question for the City to answer—and is very important to this proposed development. Direction is needed in order to move this project forward on this particular site.



- Stone Brook Academy is proposing to pay for 20% of costs related to Yolite Street (if the City requires this road). Stone Brook would like to use the City's previously utilized cost share arrangement on public roads located in commercial areas in The COR--which is a 60/40 split (60% City, 40% developer). Stone Brook is proposing to pay 20%, as they are only utilizing one side of the road. They are proposing the user on the other side of Yolite Street pay for the remaining share of the 40% developer portion (i.e. 20%).

- Another option to consider is a private drive/ road connection (much like Casey's). It appears, based on initial comments from the EDA/ PC/ CC, this is an option worth pursuing. In this case, Stone Brook would propose a 50:50 cost share.

- The current COR Master Plan (left) does *NOT* call for a public road connection at Yolite Street. The original COR Master Plan (right) *DOES*.

- Yolite has *NOT* been platted (ROW has not been secured) on the south side of Sunwood Drive (property currently being considered by Stone Brook). Yolite *HAS* been platted (ROW has been secured) on the north side of Sunwood Drive (to service a potential parking ramp).

- Sunwood Drive and Veteran's Drive were constructed ahead of development, based on the original COR Master Plan. Yolite Street was stubbed in on both Sunwood and Veteran's Drive. An intersection has been constructed on Sunwood (for the anticipated Yolite Street).

- There is an existing stormwater line that runs through the proposed Yolite Street connection (between Sunwood and Veteran's Drive). Therefore, even if the Yolite Street connection is not made, this storm water line will effect where buildings can be constructed (i.e. cannot be built over the stormwater line).

- From a traffic flow/public safety perspective, staff recommends the City make the proposed connection of Yolite Street between Sunwood Drive and Veterans Drive. At this point, there is no road connection for about a half mile. In the event of an emergency or heavy traffic in The COR, having this connection, to allow for detours/ alternative routes, will be very important.

    i. Furthermore, if the Yolite Street connection is not made, and one of the two existing connections is blocked (in the case of an emergency/ major event/ construction), the next available connection will be more than a half mile away (which is a great distance in a dense/ walkable/ transit oriented development).

    ii. Staff is also concerned that existing private driveways (such as Residents at The COR) will continue to experience significant public through traffic, due to the lack of public road connections. As The COR develops, this problem is expected to worsen—especially if connections like Yolite are not made.

B. REMNANT PARCELS

- If Stone Brook was allowed to move forward with this proposed 1-acre site, it would create two remnant lots.

- The **first remnant lot** is roughly 1/2 acre, rectangular shaped, remnant parcel, located just east of the proposed 1-acre Stone Brook Academy site (just east of the potential Yolite Street connection). The lot would be roughly 85' wide and 275' deep.



This size of lot is not ideal/ and is not something the City should be seeking (staff would not recommend for standard practice). This size of lot will reduce the pool of potential projects/ users. This risk factor should be known.

However, considering it's location (within The COR), this remnant site still carries merit/ marketable value. The COR allows for zero setbacks/ green spaces, significant lot coverages, on-street parking, and does not require storm water on-site. In fact, density is strongly encouraged in this development. These COR development characteristics allow for this particular remnant site to be viable and usable.

Staff anticipates a 4,000-8,000 sf "foot-print" building could be placed on this site (could be two stories). Water/ sewer stubs are available to this site. Furthermore, staff would like to note, this type sized lot/ building foot-print is not uncommon for downtowns/ urban developments in cities across the country.

In many ways, the 1/2 remnant parcel is the result of two previous decisions: (1) the Common Bond project, not extending their site to Yolite Street created the 1/2 parcel, and (2) the location of pre-installed/ pre-determined infrastructure on Sunwood and Veterans. These issues will need to be addressed, now or in the future (by the City as current master developer, or by a future master developer).

- The **second remnant lot** is roughly 3-acres, located just west of the proposed Stone Brook Academy 1-acre lot, and is generally rectangular shaped.



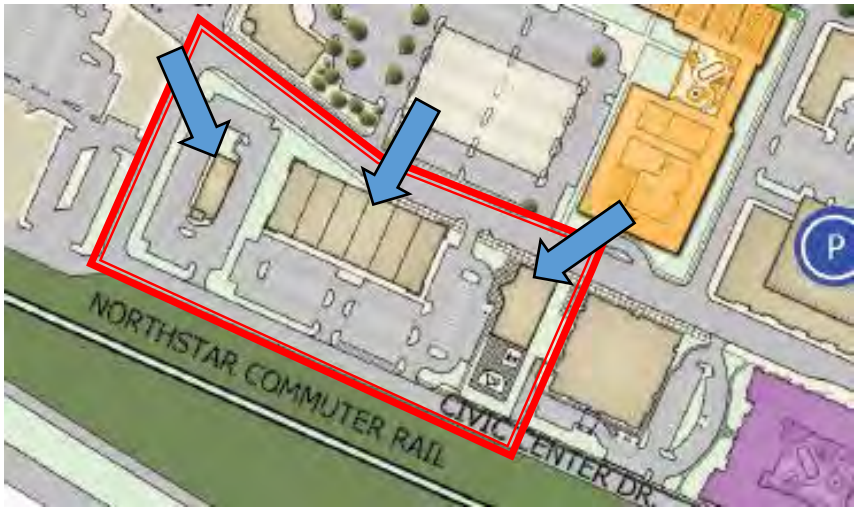
Although this lot is smaller than the original larger 5-acre lot, this remnant 3-acre parcel is still of considerable size, and holds strong merit to be marketed/ developed. Sewer/ water stubs exist. Good access points exist. Location is good.

C. PROPOSED USE/ SITE LOCATION

- The COR master plan coincidentally shows a childcare center in this general location. The COR master plan generally shows three buildings on this site, pushed up against Sunwood Drive, at the following estimated sizes: 20-40K sf, 3-5k sf, and 4-8K sf. Stone Brook is proposing a 10K sf building, pushed up against Sunwood Drive. Therefore, the proposed project appears to generally fit The COR master plan.

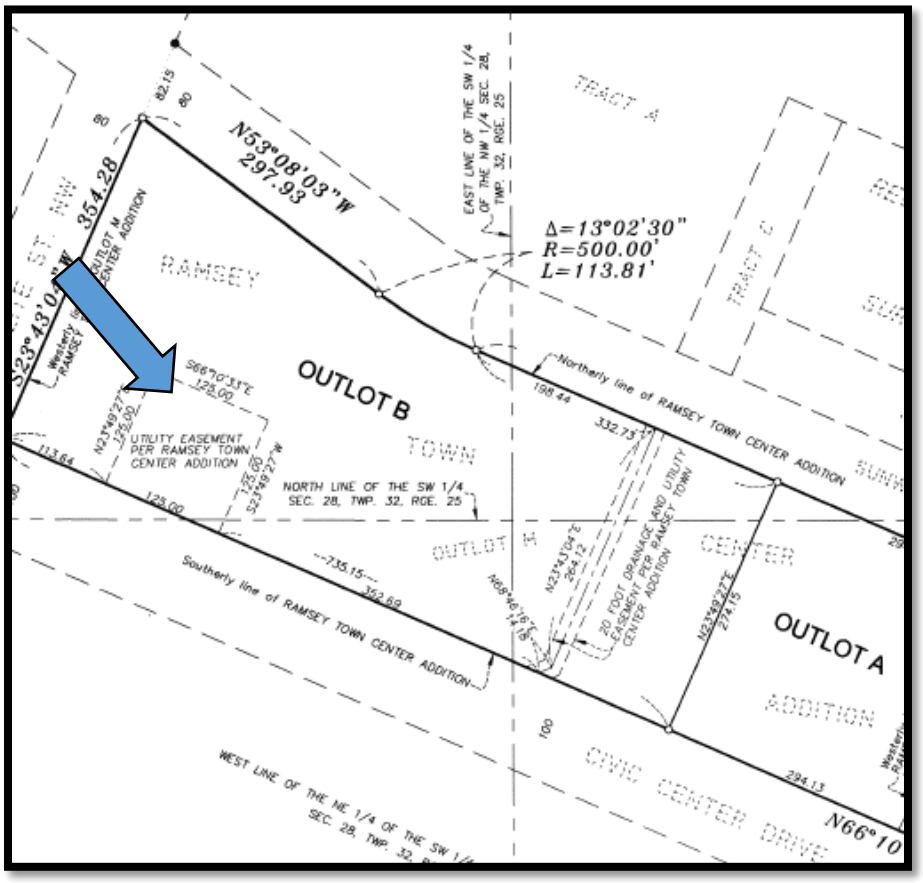
- This proposed use (childcare center) generally appears to be an allowed use in the The COR-2 zoning district. This site is located in The COR-2 zoning district.

- From an objective perspective, this project appears to be in an acceptable location, and an acceptable use (based on zoning and master plan). However, the City retains ultimate discretion as property owner/ master developer to pick and choose which projects they want, or don't want; and how property should be developed.



D. WELL, WELL EASEMENT

- There is a public well in the SW corner of the larger 5-acre site. This well includes a125' easement. The well/ easement is *NOT* located on the proposed Stone Brook site. However, it will affect the 3-acre remnant lot (located west of the 1-acre Stone Brook lot). Generally speaking, when the 3-acre remnant site is developed, the well easement it will restrict potential building layouts. Buildings can't be constructed over the easement—however, parking and greenspace may be allowed. Staff wanted to simply note this item. This will be an issue to deal with, regardless of Stone Brook.



(3) EDA Feedback

- The EDA reviewed this case 12/08/2016 and 01/12/2017. The EDA is generally supportive of moving forward with Site #1.

12/08/2016 NOTES

- The EDA is very interested in this project, and would like to welcome Stone Brook to Ramsey (and The COR). The EDA wants this deal to happen, and is excited to work with Stone Brook to find a solution. The EDA understands the many benefits this project can bring to Ramsey.

- The EDA was generally interested in obtaining more information from staff (RE the Yolite Street discussion/ the remnant lots), and hearing back from Stone Brook (on other potential site locations), before making a final recommendation on this particular site.

- The EDA was generally concerned about this specific site location/ site layout. The EDA is most interested in a comprehensive approach to developing this larger site (nearly 5 acres). The EDA generally believes a master developer can most effectively/ efficiently plan around the current site limitations/ challenges (listed below). The EDA would rather have Stone Brook located on another site, to avoid solidifying the development challenges for this site (listed below).

    - Yolite intersection/ connection.
      The EDA was concerned this connection is un-needed, and a waste of public dollars (originally $394K total cost, now about $284K). The COR master plan no longer calls for the Yolite connection. The EDA was generally open to discussing a private connection/ and or private stub road solution.

    - Remnant Parcels
      The EDA was concerned with the relatively fixed location of existing public infrastructure. These items create development layout/ lot size limitations—which restrict future development options. Please see "Staff Feedback Section" for details/ background.

      This proposed Stone Brook 1-acre site will solidify two remnant parcels. The EDA is generally concerned about the potential affects these remnant parcels will have on future development projects. Please see "Staff Feedback Section" for details/ background.

01/12/2017 NOTES

- EDA supported moving forward with this site, with a 5-1 vote. The EDA felt that this project was a real project. Stone Brook is here today. It appears to be an acceptable use of Site #1. The user appears to be quality, and the proposed building should fit The COR. This site can be sold to Stone Brook without providing a formal business subsidy.

- The EDA supported making a counter offer to Stone Brook (@ $3.30 psf). The EDA supported the Planning Commission's request, that if a project was to move forward on this particular site, that a connection be made from Sunwood to Veterans Drive. The EDA understood the significant traffic Stone Brook will create, and wants to avoid the drop off/pick up taking place on Sunwood. The EDA does not think a public road connection should be required, the EDA does support a private drive connection (like Residence at The COR). Generally, the EDA understood Stone Brook would likely desire to split the cost of a private drive with the City (50:50).

- The EDA did have a robust discussion. Many topics were covered. In most situations, the EDA acknowledged there was no single clear/ correct/ easy way to move forward with this project, and address all individual concerns. This was a very challenging discussion for the EDA.

- Some EDA members felt that this use was a good fit for this site—considering it's proximity to apartments, and the Northstar Rail. Some EDA members felt this use was a good transition user, from the apartments to traditional retail. Some EDA members believe that having a master developer/ large 1-time project for this site is ideal—however, were concerned that alternative has never occurred in reality, and will likely take a long time before it ever does (if at all). Some EDA members were concerned that, to make the project work on other sites, the level of subsidy needed could not be justified. Some EDA members indicated that getting this project moving forward will result in land proceeds, jobs, tax base, will provide a good service to the community, and will generate traffic in The COR. Some EDA members believe that the several development issues with Site #1 (remnant lots, Yolite, the well, etc.) are the result of previous decisions, and at some level are now a moot point—those issues are not Stone Brook issues.

- Some EDA members were concerned with allowing Stone Brook on this site. This action will confirm/ solidify many development issues: remnant lots, Yolite, the well, etc. These issues limit the City's ability to market sell remaining lots (specifically, the remnant half acre lot), and will eliminate the option for a master developer to take the entire site (and deploy creative solutions to address the issues of this site). One EDA member formally opposed Site #1 for this reason.

- Generally, the EDA was unclear what the City's vision was for this property. Below is their concern.

  <u>What is the vision for this parcel?</u>
  1. Is the vision traditional retail, as the adopted zoning district indicates?
  2. Is the vision apartments/ COR-1 density, to be consistent with the block?
  3. Is the vision a large, mixed-use, master planned, significant project(s), as the Planning Commission suggests?
  4. Is the vision large, multi-tenant retail/ commercial buildings, master planned, as the EDA has contemplated?
  5. Is the vision the current COR Master Plan, which shows three individual buildings/projects, one being a daycare center.
  6. Is the vision the old COR Master Plan, which shows 3-4 commercial (potentially mixed use) buildings?

(4) Planning Commission Feedback

01/05/2017 NOTES

- By consensus, the Planning Commission was opposed to the project being located on this site (Site #1).
    - The Planning Commission is uncomfortable with the many development issues that encumber this site (remnant lots, storm sewer, well, Yolite, etc.). The Planning Commission is uncomfortable with Stone Brook etching out a 1-acre parcel on this site, and further solidifying the various encumbrances on this site.
    - The Planning Commission believes great opportunity exists for the City on this site, and this project may remove the ability to make a large project(s) happen. The Planning Commission believes this site is better suited for a larger project(s), and/ or a master developer to take down the site all at once. The Planning Commission discussed several better-suited options for development on this site (including many larger destination users). One option discussed included destination type attractions, such as a ferris wheel. Another option included building a skyway/ or building over the Yolite connection. Another option included a mixed use building (living above and commercial below.
    - The Planning Commission does not agree with Stone Brook, that this project is best fit on this particular site (Site #1). The Planning Commission believes Stone Brook is best suited on other sites: (i.e. #2, #3, #4, #6, #7, #8).
- The Planning Commission indicated that, if this project moved forward on this site, they would recommend a connection be made between Sunwood and Veteran's drives. The Planning Commission was concerned about the large amount of traffic this user will generate, and that having direct access to Sunwood Drive would be problematic. The Planning Commission appeared to be open to discussing an private or public connection.
- Assuming this project is classified as a "daycare" user specifically (and academy as a secondary use), the Planning Commission believes this site generally works form a zoning/ COR master plan perspective.
    - Staff did check into this item (classification of user). Stone Brook will have a daycare/ childcare license through the State of Minnesota (Department of Human Resources). They are technically considered a childcare center. Daycares are technically a home based business (per the State of Minnesota).
    - The City of Ramsey uses the terms "childcare" and "daycare" interchangeably throughout zoning code.
    - To have a childcare center, Stone Brook must develop a written child care program plan, along with a plan for daily access for interest activities, plan for naps and rest, behavior guidance plan, proper furnishings/ equipment/ materials/ supplies for each age group, have a program for special needs, drop in programs/ supervision, sick child program, food/ snack program, parent information, emergency and accident policy, protective personal records program, health records, facility inspection (floor plan, occupancy, fire inspection, hazards, hygiene).
    - With the above in mind, Stone Brook will also be providing/ specializing in early childhood education services. They want to be more than simply a childcare center—education is very important to their brand/ strategy.

02/02/2017 NOTES

- By a 5-1 vote, the Planning Commission was in support of the project being located on this site (Site #1). The PC made a motion to move this project to the next step, which is negotiating a purchase agreement.

    - The PC was in support of this project being located on Site #1 for the reasons outlined below.
        - The COR-2 Zoning District allows for this use (permitted use). Site #1 is located in the COR-2 zoning district.
        - The COR Master Plan shows a childcare center in a similar location as Site #1.
        - The COR Master Plan shows site layouts similar to what is being proposed by Stone Brook.
        - The reasons Stone Brook is requesting Site #1 generally appear to be reasonable, and Site #1 appears to work for the user.
        - The PC still feels this project is *ideally* located elsewhere in The COR--for the reasons outlined in the 01/05/2017 meeting notes (above). However, the PC felt it would be unreasonable for the City to allow this project via our adopted Master Plan and Zoning Code, and then choose not move it forward now, because it's not the City's current #1 ideal location.

    - RE the four site layouts, the PC liked Master Site Layout "B" the most (attached to this case), and was the focus of their discussion. They liked Master Site Layout "B" for the following reasons:
        - Allowed for internal traffic flow, and multiple access points to Stone Brook site, which will be important during the peak drop-off and pick-up hours of this business.
        - Separation of drop-off area from parking area is likely safer with this design.
        - PC preferred site layouts that covered Sunwood Drive with buildings as much as possible (on the remnant lots).

    - The PC remains in favor of the road connection (Yotlie). They are open to either a public or private road, for the reasons previously stated in the 01/05/2017 PC Notes.

    - One PC member opposed the project. They were in support of the attached Master Site Layout "B". However, they couldn't support the Stone Brook project on Site #1, if the remaining portion of the larger parcel/ development was not guaranteed. In other words, the is nothing requiring the remaining portion of the larger site to be developed as proposed in Master Site Layout "B". And, therefore, would result in too many future development challenges.

    - Some PC members stated that the .5-acre remnant lot and the well issue are both moot points. They are issues created by the City that are not going to go away, and will affect *any* master site layout for this larger site. They are not Stone Brook issues. Also, the 3-acre remnant lot is large enough to do many things with, and lots of options still exist.

    - Most PC members felt this use was a destination user, and would drive traffic to The COR, which will benefit The COR overall. One PC member wanted more information on Stone-Brook's demographic model, and where specifically will Stone Brook be pulling their customer base—is this business truly going to pull users from outside of Ramsey?

    - One PC member made a note, that this use is technically not an academy or early childhood learning center, based how they are licensed through the State of Minnesota. Stone Brook is seeking a childcare center license (primary use). They will be providing educational services as an added benefit.

(5) City Council Feedback

01/24/2017 NOTES

- The City Council has indicated more information is needed before a final decision can be made (RE site location). The Council was concerned about the ramifications this single project (about 1 acre) would have on the development of the larger parcel/ block (about 5 acres). The Council desires to know more about how the various development challenges associated with this site will play out in various development scenarios (i.e. Stone Brook proposal vs. single developer master planned site).

- Per Council direction, various professional development scenarios were drafted for consideration/ discussion. The Council requested this case be reviewed one more time by the Planning Commission before the Council made a final decision. The Council would like to receive feedback from the Planning Commission on the attached four concepts.

- The Council was generally very supportive of the use/ proposed project. The Council would like to explore options on how to make this project work on Site #1. However, the Council remains undecided about site location.

COR DEVELOPMENT

RAMSEY, MN

LOUCKS

JANUARY 30, 2016



LEGEND

- 55,000 SF
- 243 Parking Stalls
- Open Space

0 15 30 60

N

On-street parking along Zeolite Street, Veteran Drive, and Sunwood help meet overall parking demands (approx. 5 per 1,000 ratio).

All layouts assume regional ponding meets stormwater requirements.

A

CONCEPT

COR DEVELOPMENT

RAMSEY, MN

LOUCKS

JANUARY 30, 2016



LEGEND

- 53,100 SF
- 223 Parking Stalls
- Open Space

0 15 30 60

On-street parking along Zeolite Street, Veteran Drive, and Sunwood help meet overall parking demands (approx. 5 per 1,000 ratio).

All layouts assume regional ponding meets stormwater requirements.

B

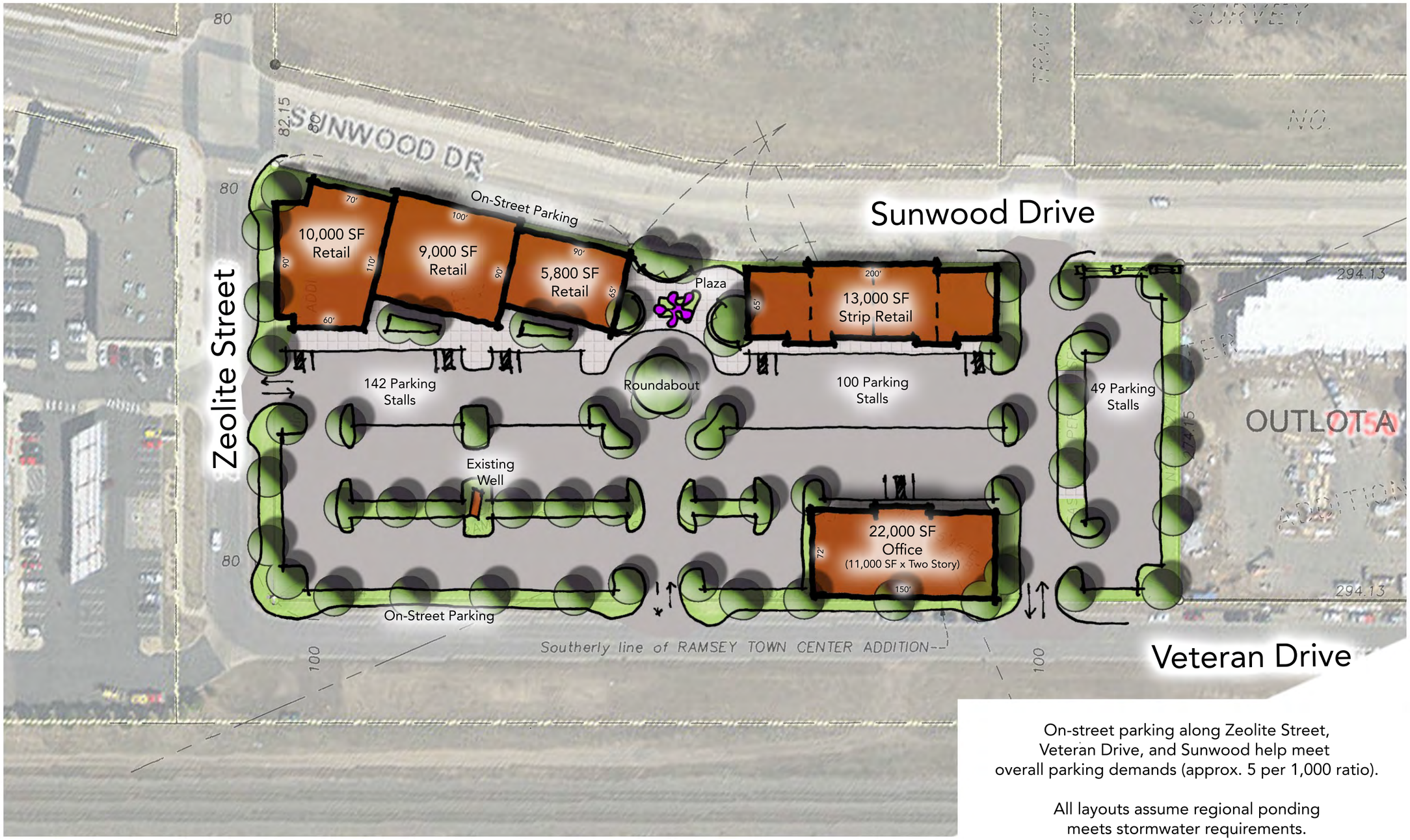
CONCEPT

COR DEVELOPMENT

RAMSEY, MN

LOUCKS

JANUARY 30, 2016



LEGEND

- 59,800 SF
- 291 Parking Stalls
- Open Space

0 15 30 60

On-street parking along Zeolite Street, Veteran Drive, and Sunwood help meet overall parking demands (approx. 5 per 1,000 ratio).

All layouts assume regional ponding meets stormwater requirements.

C

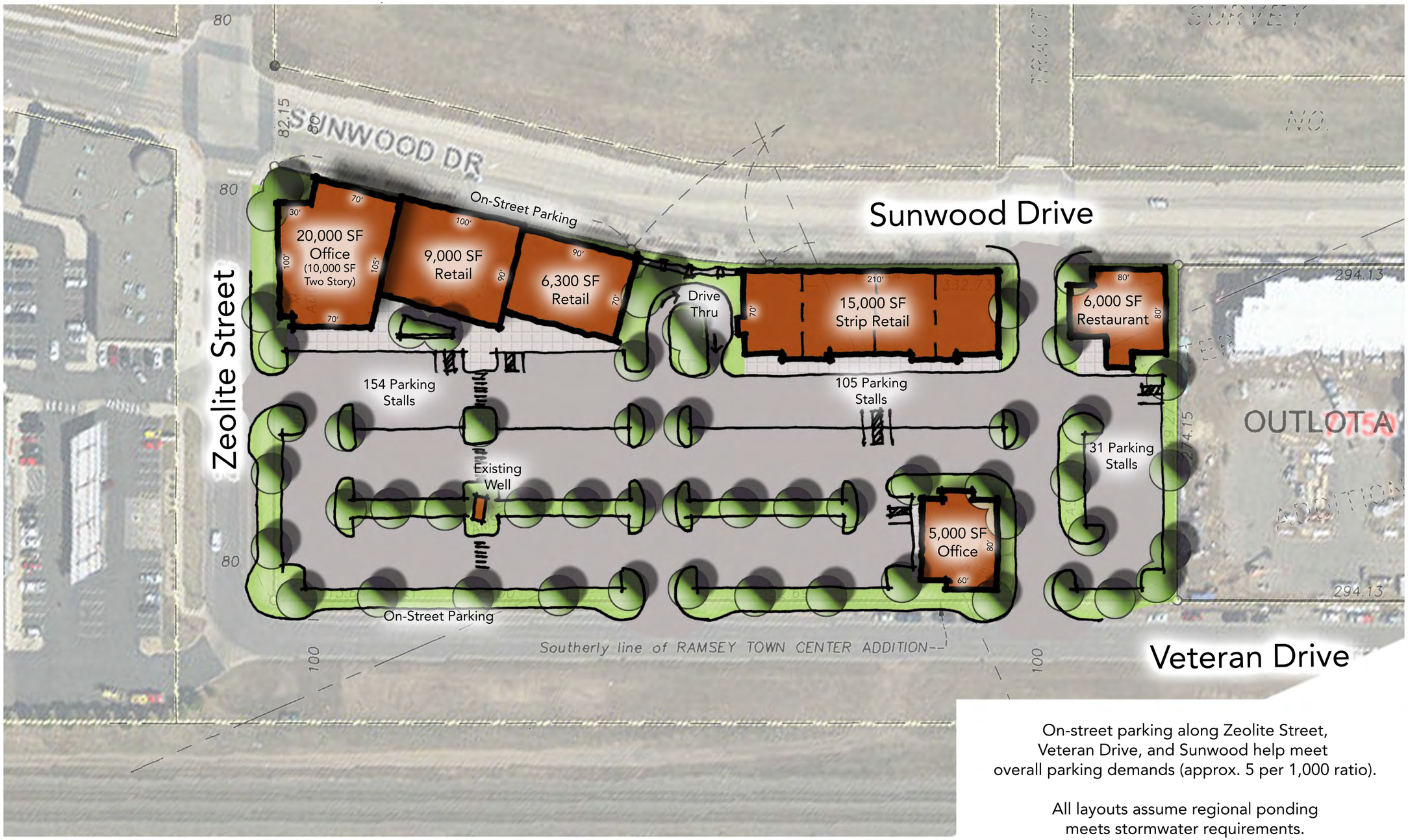
CONCEPT

COR DEVELOPMENT

RAMSEY, MN

LOUCKS

JANUARY 30, 2016



LEGEND

- 61,300 SF
- 290 Parking Stalls
- Open Space

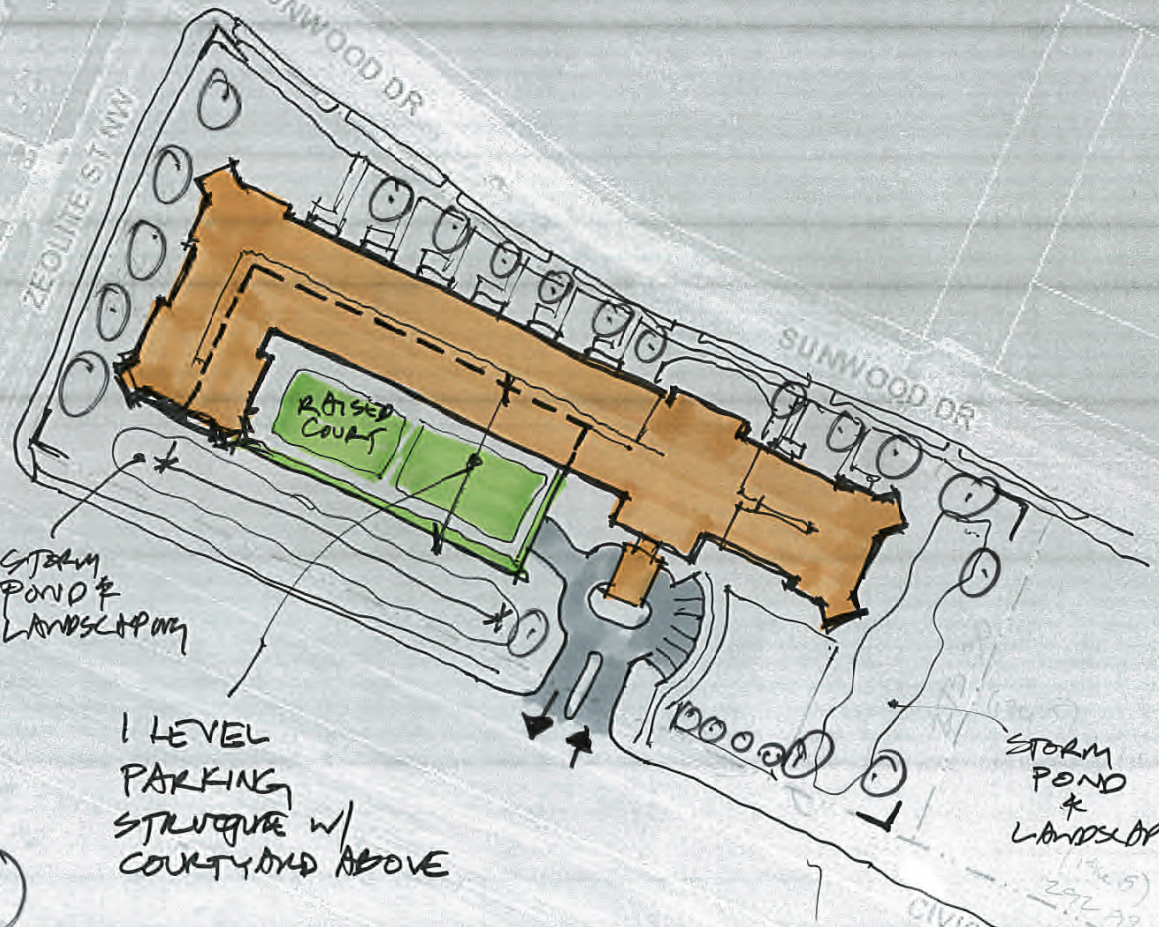
0 15 30 60

On-street parking along Zeolite Street, Veteran Drive, and Sunwood help meet overall parking demands (approx. 5 per 1,000 ratio).

All layouts assume regional ponding meets stormwater requirements.

D

CONCEPT



125 UNITS
100-110 PARKING SPACES
(AT GRADE RAMP)

(B)

RAMSEY SITE
4.3.15
BKV / DOMINIUM

SCALE: 1" = 100'-0"

CBRE

COMMERCIAL REAL ESTATE SERVICES

M E M O

Date:	January 6, 2017
To:	Pat Brama-City of Ramsey Community Development Director
From:	Brian Pankratz, CBRE
Subject:	City of Ramsey Location for Stone Brook Academy
cc:	

Patrick

As part of the proposed Stone Brook development, I would support the Outlot B or the pads known as Parcel 42. The desire to create and continue retail development seems to be the focus of the City Council and the residents of Ramsey. The Stone Brook +/-10,000 SF daycare reviewed all the potential options within the COR and chose the 1 acre Outlot B location as their preferred choice.

For Outlot B I understand there are utilities installed adjacent to the site from prior development work that has some impact on layout/development. In my opinion Yolite is not a necessary access road for the development but I am looking at it from a real estate perspective and not policy. It will be key that Stone Brook and other users have access directly off of Sunwood. The location has existing utility service needed from what I understand for development. The parcel 42 parcels are contiguous to other retail creating synergy and right off of Armstrong providing better signage rights.

Stone Brook Academy has had numerous meetings with CBRE and City staff on potential locations, fees, development issues, and approval process.

The pricing at $3 PSF seems low but to encourage development feel the City moves forward with a slight increase to $3.50-4 PSF. They will make up the cost difference over time through building fees, property taxes, additional amenities to serve the COR/Ramsey, and provide new families with a service that is currently not available in the immediate area.

The remaining land east of the proposed daycare will leave a small land parcel that could be used for a small retail or office building or pocket park as options.

CBRE

COMMERCIAL REAL ESTATE SERVICES

M E M O

Date: January 19, 2017

To: Pat Brama-City of Ramsey Community Development Director

From: Brian Pankratz, CBRE

Subject: Stone Brook Academy Adjacent Land Parcels

cc:

Patrick

As part of the proposed Stone Brook development, there will be the two remaining parcels on the west of +/-3 acres and on the east of +/-.50 acres. The remaining land pieces both have some issues including infrastructure costs for the smaller piece (will they be responsible for road costs?) and the 3 acres with a well on it.

This overall parcel has drawn interest in the past from housing developers due to the incentives from government agencies for the proximity to the Northstar Rail. The larger piece could still handle a multifamily building to take advantage of the adjacent retail and Northstar ling creating the walkability that is popular now. Additional uses could include retail or medical office/office.

The smaller parcel could be a small retailer or office user like medical, law firm, or accountant. In addition the smaller parcel could also be a good location for a pocket park that is popular in urban design right now.

The COR design standards with on street parking, no onsite water ponds, and zero lot lines will eliminate some issues on either of the lots related to lot size, parking, and setbacks.

Project Specifications

Project-

The proposed 10,000 sf, 1-story, Stone Brook Academy & Daycare facility will include seven class rooms, a gym, kitchen, offices, reception area, and a playground. The academy will be staffed by 15-20 employees (including State certified instructors), and will serve 140 children. Mr. and Ms. Johnson have indicated they intend to construct a very nice looking building (including brick/ glass) and they generally understand design standards for The COR. Also, they want to create a facility that becomes an asset for the community, interacts with residents, and draws people to The COR.

Mr. and Ms. Johnson reviewed sites in Ramsey and neighboring cities (Coon Rapids, Andover, Elk River, Otsego, Rogers, etc.). The central part of The COR is their ideal location, and where they are proposing their new facility. They looked at multiple site locations within The COR. Site #1 is their most desired location. At this point, they estimate a need for 0.9-1-acres of land.

Site Location-

This is an open item. The purpose of this case is to provide guidance on site location. Stone Brook has considered 10+ sites in Ramsey, and various sites in other cities. In previous cases, staff attached logs that detailed feedback from Stone Brook, and various city commissions, on other sites. Stone Brook wants to be located in Ramsey. Furthermore, Stone Brook continues to indicate Site #1 is their ideal location, and is awaiting final direction from the City on that specific site. Site location is very important to Stone Brook.

Owners-

This is a project they've been researching and planning for over two years. They have reviewed the project with two developers, an architect, and with two banks. At this point, they are ready to make their dream a reality--they have their equity lined up--financing arranged--they are ready to apply for State Licensing--they are ready to go through the real estate entitlement process--they are ready to begin hiring/ training employees--and they are ready to enter into a purchase agreement with the City. Their goal is to begin construction in early summer 2017.

The new children's academy will be called Stone Brook. This startup company has an advantage in that Mrs. Johnson's father started a children's academy franchise in Florida called Prestmore Academy, therefore, Mr. and Mrs. Johnson will have the support of an experienced operator to assist with planning, preparation, and operation of the project. Here is a link to the Prestmore Academy website http://www.prestmoreacademy.com/. Please see "about" page for details. To begin, Mrs. Johnson will quit her current practice to operate Stone Brook. Mr. Johnson will continue his practice, until the businesses is self sustaining.

Mr. and Mrs. Johnson, Stone Brook Academy have described this venture as *much more than a business idea*. They believe this project is the accumulation of several personal and professional goals, that fulfills a deep-rooted passion to give back to the world--through the education and development of children. To them, this is their *dream*.

Mr. and Mrs. Johnson have also said it is very important for them to make strong connections to other users in The COR (and the community), to have a high-quality/ high-tech/ high-security facility, and to provide high-quality service offerings (academy). They have indicated they hope to be more than a childcare center, they are also an educational institution and asset to the community, and should not be compared to a purely traditional daycare center Horizon.

Both Mr. and Mrs. Johnson strongly believe in the vision of The COR-- especially the center of The COR. They believe in the principles of a walkable development, with close proximity to residential, close proximity to rail, high-quality architecture, and density. They believe their project is best located in (or near) the center of The COR, as a destination (140 kids, 20 employees). This is the main reason they want to be on Site #1.

Term Sheet-

Listed below are terms/ conditions related to the a future proposed purchase agreement that staff considers important to highlight for potential discussion. At this point, due to the unresolved site location discussion, staff did not attached a detailed/ actual purchase agreement.

(1) Offer Price
$3.30 per square foot is currently being offered by Stone Brook. Asking price is $5.00 per square foot. Original offer was $0. Staff countered at $4.00. Stone Brook countered at $2.50. EDA countered at $3.50. Stone Brook countered at $3.00. EDA countered at $3.30.

(2) Earnest Money
$10,000 or 5% (whichever is more).

(3) Contingency Period
07/01/2017. Closing takes place 10 days after.

(4) Extension Option
If the buyer decides to extend the PA, they will be required to place $2,500 of additional non-refundable dollars in earnest for each 30 day extension, maximum two extensions.

(5) Construction Deadline
This agreement does include a construction deadline. 9,900 sf commercial building must be constructed by 08/01/2018. If the buyer defaults, City can either collect a $25,000 payment or reclaim property.

(6) Assignment
The buyer intends to establish a new entity to own/ manage this project. The principals of that new entity will be Mr. and Ms. Johnson. Therefore, staff expects this agreement to be reassigned at some point. We intend to include language in this agreement that allows.

(7) Development Agreement
This agreement requires the buyer to complete the entitlement process before closing. This ensures the City knows what will be constructed, and that it will comply with zoning code.

Project Benefits-

(A) An acre of development fees is estimated at about $60,000 (2016): $3,966 park, $1,090 trail, $6,131 water, $3,391 sewer, $4,577 storm water management, $40,000 COR storm water. Land proceeds, $3.30 psf, $143,748.

(B) Tax base is estimated at about $45,000 per year gross. Typically, the city receives about 1/4 of property taxes. However, in this particular scenario, the project is located in an existing TIF District (#14). Therefore, the City would collect roughly just over 50% of the tax base via TIF. This tax base is helpful for the city--as their is need to develop funding sources for other improvements in The COR.

(C) Stone Brook believes this project will drive 100+ families, and 15-20 employees, to The COR on a daily basis (2x). Increased traffic counts help drive retail and restaurants.

(D) Stone Brook has indicated they intend to construct an impressive looking building that will fit in well with The COR, and they intend to become engaged in the community and The COR--and would like to develop relationships with organizations such as PACT Charter School.

(F) Continue momentum of successful development and investment in The COR. Positive momentum is very important in conversations/ recruitment of developers and real estate investors.

Stone Brook Academy
(previously known as Prestmore Academy)
Site Selection Log

SITE 2

02/01/2017

SITE 2



Site 2 includes three options. All options are nearly pad ready sites, and include internal infrastructure. Sites A and B have restrictive covenants in place from McDonald's for competing uses (NOTE: the restrictive covenants are expected to expire in the next 90 days). This area is zoned COR-2 Retail, and has been anticipated to be developed into restaurants and/ or small format retail. Access is good. Location is good. Visibility from Hwy 10 is fair.

(1) Stone Brook Feedback

A. Why can't Stone Brook be located on Site #2?

1. Look/ feel/ vision are very important to Stone Brook. These sites don't meet their vision—and they don't believe having their facility located here meets the vision of The COR. Please see "Site 1 Log" for more information on their vision.

2. The McDonald's sites on the west end of The COR (Site #2) are pure traditional retail sites. Stone Brook's use does not mix well for many reasons (perception of safety, traffic congestion, and perception of fit with other users).

    - Likely will be sandwiched between convenience retail users like a McDonald's and gas station—that doesn't fit their model well.
    - This node will create significant traffic volume with large parking lots, and lots of cross traffic inside the site—which is ideal for a traditional convenience based retail user—not a safe and secure childcare center/ academy.
    - The large concrete retaining wall for Armstrong reduces visibility, and doesn't provide a sense of security/ safety.

3. The McDonald's sites are fixed/ pre-determined sizes. They are 25%-35% bigger than what Stone Brook needs, and will result in wasted space, or more remnant city-owned lots (worse than Site #1).

4. Placing Stone Brook on Site #1 (not this McDonald's site) is a good transition of uses. Site #1 is the in-between point, from COR-1 to COR-2 zoning districts. Re the McDonald's site (Site #2), there is no transition. It would be awkward to place a classy childcare center/ academy in-between a gas station and McDonald's and up against a massive retaining wall.

5. They believe this site pulls them too far west—away from Ramsey Boulevard, too far away from a "walkable location", and too far away from Northstar commuters. .

6. Stone Brook agrees these sites could potentially work for their development, from a physical site layout perspective, and are willing to discuss only if Site #1 is denied by the City. Site #1 is their most desired site, <u>regardless of price</u>.

7. In order to make the McDonald's sites work, the price would need to come down to $3.30 psf (similar to what they want to pay for Site #1). This will result in a $335,000-$531,000 subsidy by the City. Based on preliminary feedback, it doesn't appear the City would be willing to provide that level of subsidy.

    McDonald's Pads
    - 1.23 acres, $12.00 psf, $642,945
    - 1.35 acres, $12.00 psf, $705,672

(2) Staff Feedback

- Staff did not spent a significant amount of time reviewing these options. Generally, yes, these sites would work form a physical site layout perspective.

- These are nice sites (from a development readiness perspective). They include internal roadways, utilities, mass grading, have been platted, external arterial infrastructure in place, etc.

- Locating Stone Brook on these sites would make for a much easier/cleaner discussion for the City (from a real estate development perspective/ master developer perspective). These sites would generally allow for this type of use (from a zoning perspective).

- Staff would like to note—there are three potential issues with this site location for Stone Brook:

    - Stone Brook only needs 0.9 - 1.0 acres of land. Wasted land (or remnant lots) would result from development of Stone Brook on these pre-determined sized sites. Could range from about .25 acre to .45 acre of wasted land or 25%-35% (depending on the site/ size of Stone Brook). Because of the pre-determined/ pre-platted lots—it would be challenging to reconfigure lots today. This would also result in a missed opportunity for tax base.

    - These sites are considered premium sties, listed at premium prices ($12 per square foot). These are arguably the only pad ready sites in The COR (most other sites will result in various policy/ development issues). Staff believes the City has the ability to capture more dollars in land proceeds on these sites (in comparison to what Stone Brook is offering—$3.00 psf). Selling these properties at $3.00 psf (or close to)—it would likely trigger a business subsidy process/ request—which Stone Brook is trying to avoid.

    - The policy question of "fit" does surface with this particular site location. Does a children's academy fit here (from a master developer perspective)? Or, was this area visioned for more traditional retail/ restaurants? If the City does move forward with recommending this site location, staff believes this question may need to be discussed. Why does the City think this project "fits' here?

(3) EDA Feedback

- From the perspective of development readiness, the EDA does believe this site is well-suited for this project. From a development perspective, the EDA is comfortable with this site—they are little/ no issues—the site is ready to go (basically pad ready).

- If Stone Brook would be willing to purchase this site, within the City's acceptable deal range, the EDA would likely support Stone Brook being located on this site. However, Stone Brook has indicated they cannot pay full price for this site.

    - Generally, some EDA members were concerned with request from Stone Brook to sell this site at "like cost" in comparison to their preferred site (Site #1). That would be a swing of $12 psf down to $3psf roughly. Some EDA members felt that was too much of a gap, and the City would be leaving too much land proceeds on the table. Generally, reducing land costs by said amount would require a formal business subsidy—which some EDA members voiced opposition.

- Stone Brook only needs 0.9 to 1.0 acres. These sites are 1.23-1.35 acres. Some EDA members voiced concern about wasted space/ land.

(4) Planning Commission Feedback

- The Planning Commission did not discuss other sites in great detail. Generally, they were comfortable with this site location. Generally, the Planning Commission felt this site fits the project better, and meets The COR vision better. The Planning Commission would like to see Stone Brook moved to sites 2-4.

Our Mission: To work together to resposibly grow our community, and to provide quality, cost-effective, and efficient government services.

CC Regular Session **7. 5.**

Meeting Date: 02/14/2017

Submitted For: Tim Gladhill, Community Development

By: Eric Maass, Community Development

Information

Title:

Introduce Ordinance #17-05 Approving a Zoning Amendment for Regency Commons (Project No. 16-108); Case of National Self Storage LLC

Purpose/Background:

The City has received an application for approval of a Zoning Amendment for Regency Commons. The project proposes to consolidate PID #s 27-32-25-22-0006, 27-32-25-22-0003, and 27-32-25-22-0002 (combined, the "Subject Property") into two (2) lots, one of which would be developed with a self-storage facility and the second would be available for future commercial development. The Planning Commission previously reviewed the Sketch Plan for this project in November of 2016 and reviewed the above identified application at its February 2, 2017 meeting. The Planning Commission recommended approval of the requested Zoning Amendment as presented.

Notification:

City Staff attempted to notify all property owners within 700 feet of the Subject Property of the request via U.S. mail and published a notice of public hearing in the Anoka Union Herald, the City's official newspaper.

Observations/Alternatives:

The proposed project is generally consistent with the Zoning and Future Land Use maps; however, due to the consolidation of three (3) lots into two (2), the realigned property boundaries result in the need for the Zoning Amendment. The proposed self-storage facility is designed with exterior materials that are consistent with the E-1 Employment District standards and it also complies with the building coverage and height standards as well. The proposed improvements appear to comply with all other E-1 Employment District standards.

The Planning Commission held a Public Hearing on the request at their February meeting. There were no written comments received. However, an adjacent property owner had expressed concern about the status of existing trees on the proposed Lot 2 (future development site) and his desire to have those retained at least until such time that development of that lot occurred. There was no objection raised regarding the requested zoning amendment.

Staff is advancing the Introduction of the Ordinance to maintain the project review schedule. The full site plan review will be forwarded at a later date, tentatively scheduled for February 28.

Alternative 1: Introduce Ordinance #17-05 to rezone the Subject Property to E-1 Employment and B-1 Business as requested. The proposed project appears to comply with the bulk standards in E-1 and B-1 zoning districts and the rezoning request is due to a realignment of property boundaries rather than a proposed inconsistent use. The Applicant appears to have incorporated comments received during the Sketch Plan review into the plan set. Staff is supportive of this alternative contingent upon compliance with the Staff Review Letter.

Alternative 2: Do not Introduce Ordinance #17-05 to rezone the Subject Property. As previously noted, the proposed project appears consistent with provisions of City Code (with any necessary revisions outlined in the Staff Review Letter) and it appears that the Applicant attempted to address comments by the Planning Commission during review of the Sketch Plan. Staff does not support this alternative.

Funding Source:

All costs associated with this request are the responsibility of the Applicant.

Recommendation:

The Planning Commission recommends introducing Ordinance #17-05 to rezone the Subject Property to E-1 Employment District and B-1 Business District.

Action:

Motion to introduce Ordinance #17-05 to adjust zoning district boundaries on the Subject Property to E-1 Employment District and B-1 Business District contingent upon compliance with the Staff Review Letter.

Attachments

Site Location Map
Rezoning Application
Civil Plans for Site
Building Elevations
Planning Tech Report
Rezoning Ordinance

Form Review

Inbox	Reviewed By	Date
Chris Anderson	Eric Maass	02/07/2017 04:18 PM
Chris Anderson	Chris Anderson	02/07/2017 04:40 PM
Tim Gladhill	Tim Gladhill	02/08/2017 10:59 AM
Kurt Ulrich	Kurt Ulrich	02/09/2017 03:38 PM
Form Started By: Eric Maass		Started On: 02/07/2017 03:04 PM
Final Approval Date: 02/09/2017		

Site Location Map



Feet
0 50 100 200 300 400

Print Date: October 6, 2016

City of RAMSEY

RECEIVED
JAN 05 2017
BY:

Land Use Application

☐ Plat – Sketch Plan	■ Plat – Preliminary Plat	■ Plat – Final Plat
☐ Administrative Plat	■ Site Plan Review	☐ Easement/ROW Vacation
☐ Conditional Use Permit	☐ Interim Use Permit	■ Comprehensive Plan Amendment
■ Zoning Amendment	☐ Home Occupation Permit	■ Variance
☐ Dwelling Moving Permit	☐ Environmental Permit	☐ Registered Land Survey
☐ Non-Traditional Animal License	☐ Beekeeping License	☐ Private Kennel License

Applicant Contact Information

Please note: All official communication will be routed through this contact.

Name:	Troy Halvorson C/O National Self Storage		
Street Address:	2827 107th Avenue NE		
City, State, ZIP:	Blaine, MN 55449		
Home Phone:	(763) 898-7212	Work Phone:	
Email:	t.halver2@aol.com	Fax Number:	
Name of Business (if applicable):	National Self Storage, LLC		
Business Address (if applicable)	Same as above.		
Business City, State, ZIP			
Business Phone:		Business Fax:	

Subject Property Information

(Location of Application)

Address	Unassigned (27-32-25-22-0006) and 14725 Ramsey BLVD NW (27-32-25-22-0003, 27-32-25-22-0002)
PIN	27-32-25-22-0006, 27-32-25-22-0003, 27-32-25-22-0002
Legal Description	See attached
Zoning District	E-1 Employment and B-1 General Business

Contact the Planning Division at 763-433-9824 or planning@cityoframsey.com to request a Zoning Verification

Property Owner Information

(If different than Applicant)

Name:	First Minnesota Bank		
Street Address:	11431 Jefferson Court N		
City, State, ZIP:	Champlin, MN 55316		
Home Phone:	N/A	Work Phone:	763-488-1568
Email:	chuckb@firstmnbank.com	Fax Number:	763-488-3735

Please provide a detailed description of your request and attached a copy of a scaled site plan

See attached narrative and plans.

A "Land Use Sign" will be placed on the Subject Property to allow Ramsey Residents the opportunity to obtain information about your request.

Applicant Signature	Troy E Halverson	Co-Applicant Signature	
Printed Name	Troy Halverson	Printed Name	
Title	President	Title	
Date	12-15-2016	Date	

I understand that the application fee is non-refundable. All costs associated with the processing of this application are the responsibility of the applicant whether this application is approved or denied. Any excess of escrow account deposits over expenditures will be refunded at the time of account closure. I also understand that as the applicant, it is my responsibility to obtain all other permits or licenses required by any applicable regulatory agencies for this Land Use Application.

Property Owner Signature		Property Owner Signature	Charles C Blair
Printed Name	First Minnesota Bank	Printed Name	Charles C. Blair
Title		Title	Executive Vice President
Date	December 15, 2016	Date	

I hereby certify that I am the fee title owner/contract for deed vendee of record for the above-mentioned property. Failure to prove ownership may void any agreements entered into the City and I will be held liable for any and all costs incurred by the City.

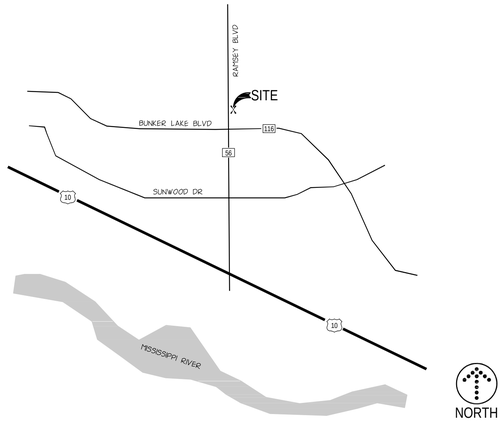
NATIONAL SELF STORAGE

REGENCY COMMONS

RAMSEY, MN

AREA LOCATION MAP

RAMSEY, MN



ABBREVIATIONS

D	Angle	L.F.	Lineal Feet
&	And	L.P.	Low Point / Liquid Petroleum
@	At	LB.	Pound
100 YR.	100 Year Flood Elevation	LGU	Local Government Unit
A.B.	Anchor Bolt	LONG.	Longitudinal
A.D.	Area Drain	LT.	Light / Lighting
A/C	Air Conditioning Unit	MAINT.	Maintenance
ADD.	Addendum	MAS.	Masonry
ADDL.	Additional	MATL.	Material
ADJ.	Adjacent / Adjust	MAX.	Maximum
AHU	Air Handling Unit	MECH	Mechanical
ALT.	Alternate	MED.	Medium
ALUM.	Aluminum	MFR.	Manufacturer
ANOD.	Anodized	MH	Manhole
APPROX.	Approximate	MIN.	Minimum / Minute
ARCH	Architect / Architectural	MISC.	Miscellaneous
AUTO.	Automatic	MNDOT	Minnesota Department Of Transportation
AVG.	Average	MOD.	Module / Modular
B.C.	Back of Curb	MUL.	Mullion
B/W	Bottom of Wall	N.	North
BFE	Basement Floor Elevation	N.I.C.	Not In Contract
BIT	Bituminous (Asphaltic)	NO. OR #	Number
BLDG	Building	NOM	Nominal
BSMT.	Basement	NTS	Not to Scale
C.F.	Cubic Feet	NWE	Normal Water Elevation
C.F.S.	Cubic Feet Per Second	NWL	Normal Water Level
C.G.	Corner Guard	O.C.	On Center
C.J.	Control Joint	O.D.	Outside Dimension
C.L.	Centerline	O.E.	Overhead Electric
C.M.U.	Concrete Masonry Unit	OH	Overhead
C.O.	Cleanout	OHWL	Ordinary High Water Level
C.O.E.	U.S. Army Corps Of Engineers	OPNG.	Opening
C.Y.	Cubic Yards	ORIG.	Original
CB	Catch Basin	P.C.	Point of Curvature
CBMH	Catch Basin Manhole	P.I.	Point of Intersection
CEM.	Cement	PIV	Post Indicator Valve
CIP	Cast Iron Pipe	P.L. OR P/L	Property Line
CMP	Corrugated Metal Pipe	P.O.B.	Point of Beginning
CONC.	Concrete (Portland)	P.S.F.	Pounds Per Square Foot
CONN.	Connection	P.S.I.	Pounds Per Square Inch
CONST.	Construction	P.T.	Point of Tangency
CONT.	Continuous	P.V.C.	Point of Vertical Curvature
CONTR.	Contractor	P.V.I.	Point of Vertical Intersection
COP.	Copper	P.V.T.	Point of Vertical Tangency
CU.	Cubic	PE	Polyethylene
D.S.	Down Spout	PED.	Pedestal / Pedestrian
DEG.	Degree	PERF.	Perforated
DEMO.	Demolition / Demolish	PREP.	Preparation
DEPT.	Department	PROJ.	Project
DET.	Detail	PROP.	Proposed
DIA.	Diameter	PVC	Poly-Vinyl-Chloride (Pipins)
DIAG.	Diagonal	PVMT.	Pavement
DIM.	Dimension	QTR.	Quarter
DIP	Ductile Iron Pipe	QTY.	Quantity
DN	Down	R	Radius
DWG.	Drawing	RAD.	Radius
E.	East	RE	Rim Elevation (Casting)
E.J.	Expansion Joint	R.D.	Roof Drain
E.O.	Emergency Overflow	R.E.	Reeove Existng
E.O.S.	Emergency Overflow Swale	R.O.	Rough Opening
E.W.	Each Way	R.P.	Radius Point
EA.	Each	RCP	Reinforced Concrete Pipe
EL.	Elevation	R.S.	Rough Slab
ELEC.	Electrical	RSD	Roof Storm Drain
ELEV.	Elevation	RE.	Regarding
EMER.	Emergency	REINF.	Reinforced
ENGR.	Engineer	REQ'D	Required
ENTR.	Entrance	REV.	Revision / Revised
EQ.	Equal	RGU	Regulatory Government Unit
EQUIP.	Equipment	ROW OR R/W	Right of Way
EQUIV.	Equivalent	S.	South
EXIST.	Existing	S.F.	Square Feet
EXP.	Expansion	SAN.	Sanitary Sewer
F & I	Furnish and Install	SECT.	Section
F.B.O.	Furnished by Others	SE	Side Exit
F.C.	Face of Curb	SEWO	Side Exit Walk Out
F.D.	Floor Drain	SHT.	Sheet
F.D.C.	Fire Department Connection	SIM.	Similar
F.V.	Field Verify	SLNT.	Sealant
FB	Full Basement	SPEC.	Specification
FBWO	Full Basement Walk Out	SQ.	Square
FBLO	Full Basement Look Out	SSD	Subsurface drain
FDN.	Foundation	STMH	Storm Sewer Manhole
FES	Flared End Section	STD.	Standard
FFE	Finished Floor Elevation	STRUCT.	Structural
FLR.	Floor	SYM.	Symetrical
FT. OR (')	Foot	T	Thickness
FUT.	Future	T/R	Top of Rm
G.B.	Grade Break	T/W	Top of Wall
G.C.	General Contractor	TEMP.	Temporary
GAL.	Gallon	THK.	Thick / Thickness
GALV.	Galvanized	T.J.	Tooled Joint
GFE	Garage Floor Elevation	TNH	Top Nut Hydrant
GL.	Glass	TYP.	Typical
GR.	Grade	U.N.O.	Unless Noted Otherwise
H.	Height	V.B.	Vapor Barrier
H.P.	High Point	V.C.	Vertical Curve
HDPEP	High Density Polyethylene Pipe	V.I.F.	Verify In Field
HGT.	Height	VER.	Verify
HORIZ.	Horizontal	VERT.	Vertical
HVAC	Heating, Ventilation, Air Conditioning	VEST.	Vestibule
HYD	Hydrant	W	Width
I.D.	Inside Dimension	W.P.T.	Working Point
I.E. or IE	Invert Elevation	W.W.F.	Welded Wire Fabric
IN. OR (")	Inches	W/	With
INFO.	Information	W/O	Without
INL.	Inlet Elevation	WO	Walk Out
INSUL.	Insulation	WETL.	Wetland
INV.	Invert Elevation	WP	Waterproof
JT.	Joint	WT.	Weight
		YD.	Yard
		YR.	Year

SYMBOLS

EXISTING	DESCRIPTION	NEW	DESCRIPTION
120	MAJOR CONTOUR	120	MAJOR CONTOUR
123	MINOR CONTOUR	123	MINOR CONTOUR
x 234.5	SPOT ELEVATION	x 123.45	SPOT ELEVATION
	BUILDING		BUILDING
	CANOPY / OVERHANG		CANOPY/OVERHANG
	CONCRETE		UNDERGROUND STRUCTURE
	BITUMINOUS		CONCRETE
	LANDSCAPING		CONCRETE CURB
	GRAVEL		EDGE OF PAVEMENT
	PAVING BLOCK		FENCING
	PAVING BLOCK		GUARD RAIL
12"STS	STORM SEWER LINE		CONCRETE RETAINING WALL
8"SAN	SANITARY SEWER LINE		MODULAR RETAINING WALL
6"WTR	WATER MAIN		FIELDSTONE RETAINING WALL
OE	OVERHEAD ELECTRIC		EXIT LOCATION
UT	UNDERGROUND TELEPHONE		LIGHT STANDARD
UE	UNDERGROUND ELECTRIC	Ø	POWER POLE
G	GAS LINE	1.00%	SLOPE DIRECTION
	CONCRETE CURB		CATCH BASIN
HEIGHT, TYPE	FENCING		MANHOLE
	RETAINING WALL		BOLLARD
	SET 1/2" X 14" IRON PIPE	FES STS RIPRAP	STORM SEWER
	IRON MONUMENT FOUND	SAN	SANITARY SEWER-WASTE
	SURVEY DISK (BENCHMARK)	FM	FORCE MAIN
	POWERPOLE	RD	ROOF DRAIN SYSTEM
	GUY WIRE	GATE VALVE WTR HYD	WATERMAIN
	GUARD POST	FIRE	FIRE LINE (IF SEPARATE)
GM	GAS METER	BLDG.	FIRE DEPT. CONNECTION
T	TRANSFORMER	C.O. X"SSD	SOIL SUBDRAIN
	WATER SHUT-OFF VALVE	GAS	GAS LINE-UNDERGROUND
	TRAFFIC SIGN	ELEC	ELECTRIC-UNDERGROUND
LT	FLAG POLE	TELE	TELEPHONE-UNDERGROUND
	LIGHT POLE	CATV	UNDERGROUND CABLE/TV
	TREES	LSS	LAWN SPRINKLER SLEEVE
	TREE LINE		
	MANHOLE		
	CATCH BASIN		
	FIRE HYDRANT		
	WATER VALVE		
	FLARED END SECTION		
MB	MAILBOX		
1	NOTE NUMBER		
(M)	MEASURED DISTANCE		
(P)	DISTANCE PER RECORDED PLAT		
B-X	SOIL BORING		

EROSION CONTROL SYMBOLS

SYMBOL	DESCRIPTION
	SEDIMENT CONTROL FENCE
	INLET PROTECTION

DRAWING SYMBOLS

SYMBOL	DESCRIPTION
3	NOTE REFERENCE
12	PARKING STALL COUNT
C7.3 / 1	LARGE SHEET DETAIL
C21	COORDINATE POINT
2	REVISION – ADDENDUM, BULLETIN, ETC.
	REVISED AREA (THIS ISSUE)

LEGAL DESCRIPTION

PARCEL A: THAT PART OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER (NW 1/4 OF NW 1/4) OF SECTION TWENTY-SEVEN (27), TOWNSHIP THIRTY-TWO (32), RANGE TWENTY-FIVE (25), THAT IS DESCRIBED AS FOLLOWS, TO-WIT:

COMMENCING AT A POINT ON THE WEST LINE OF SAID SECTION WHICH POINT IS TWO HUNDRED NINE (209) FEET NORTH OF THE SOUTHWEST CORNER OF SAID NORTHWEST QUARTER OF NORTHWEST QUARTER (NW 1/4 OF NW 1/4) AS MEASURED ALONG SAID WEST LINE; THENCE PROCEEDING EAST AND PARALLEL TO THE SOUTH LINE OF SAID SECTION FOR A DISTANCE OF TWO HUNDRED NINE (209) FEET; THENCE PROCEEDING NORTH AND PARALLEL TO THE WEST LINE OF SAID SECTION FOR A DISTANCE OF TWO HUNDRED NINE (209) FEET; THENCE PROCEEDING WEST AND PARALLEL TO FIRST COURSE TO THE WEST LINE OF SAID SECTION; THENCE PROCEEDING SOUTH ALONG THE WEST LINE OF SAID SECTION TO POINT OF COMMENCEMENT, EXCEPT ANOKA COUNTY HIGHWAY RIGHT-OF-WAY PLAT NO. 16.

AND

PARCEL B: THAT PART OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER (NW 1/4 OF NW 1/4) OF SECTION TWENTY-SEVEN (27), TOWNSHIP THIRTY-TWO (32), RANGE TWENTY-FIVE (25), THAT IS DESCRIBED AS FOLLOWS, TO-WIT:

COMMENCING AT A POINT ON THE WEST LINE OF SAID SECTION WHICH POINT IS TWO HUNDRED NINE (209) FEET NORTH OF THE SOUTHWEST CORNER OF SAID NORTHWEST QUARTER OF NORTHWEST QUARTER (NW 1/4 OF NW 1/4) AS MEASURED ALONG SAID WEST LINE; THENCE PROCEEDING EAST AND PARALLEL TO THE SOUTH LINE OF SAID SECTION FOR A DISTANCE OF TWO HUNDRED NINE (209) FEET; THENCE PROCEEDING SOUTH AND PARALLEL TO THE WEST LINE OF SAID SECTION FOR A DISTANCE OF TWO HUNDRED NINE (209) FEET; THENCE PROCEEDING WEST AND PARALLEL TO FIRST COURSE TO THE WEST LINE OF SAID SECTION; THENCE PROCEEDING NORTH ALONG THE WEST LINE OF SAID SECTION TO POINT OF COMMENCEMENT, EXCEPT ANOKA COUNTY HIGHWAY RIGHT-OF-WAY PLAT NO. 16.
ABSTRACT PROPERTY.

AND

OUTLOT A, REGENCY POND, ANOKA COUNTY, MINNESOTA
ABSTRACT PROPERTY

BENCHMARK

MNDOT CSID STATION #B6646
STATION NAME: 7318 N
1.3 MILES SOUTH OF THE SAUK CENTRE, 0.8 MILE SOUTH ALONG TRUNK HIGHWAY 71 FROM THE JUNCTION OF TRUNK HIGHWAY 71 AND INTERSTATE 94 IN SAUK CENTRE, AT THE TRUNK HIGHWAY 71 MILEPOINT 166.5, 71.0 FEET NORTH OF AN ENTRANCE, 63.0 FEET EAST OF TRUNK HIGHWAY 71, 7.0 FEET SOUTH OF CABLE BOX NUMBER 27933, 1.0 FOOT WEST OF THE WITNESS POST

ELEVATION = 1226.779 (NAVD) 88

OWNER

NATIONAL SELF STORAGE
2827 107TH AVENUE
BLAINE, MN 55449
TEL 763-898-7212
CONTACT: TROY HALEVERSON

PROJECT CONTACTS

CIVIL ENGINEER
LANDFORM
105 SOUTH FIFTH AVENUE, SUITE 513
MINNEAPOLIS, MN 55401
TEL 612-252-9070
FAX 612-252-9077
CONTACT: REID SCHULZ

SURVEYOR
LANDFORM
105 SOUTH FIFTH AVENUE, SUITE 513
MINNEAPOLIS, MN 55401
TEL 612-252-9070
FAX 612-252-9077
CONTACT: ERIC LINDREN

LANDSCAPE ARCHITECT
LANDFORM
105 SOUTH FIFTH AVENUE, SUITE 513
MINNEAPOLIS, MN 55401
TEL 612-252-9070
FAX 612-252-9077
CONTACT: DANYELLE PIERQUET

ARCHITECT
HTG ARCHITECTS
9300 HENNIPEN TOWN ROAD
EDEN PRAIRIE, MN 55347
TEL 701-751-4588
CONTACT: TOM MORSE

CIVIL / LANDSCAPE SHEET INDEX & REVISION MATRIX

SHEETS ISSUED BY DATE	01.04.17
SHEET NO. / DESCRIPTION	
C0.1 CIVIL & LANDSCAPE TITLE SHEET	X
C1.1 EXISTING CONDITIONS & DEMO	X
C2.1 SITE PLAN	X
C3.1 GRADING, DRAINAGE, PAVING & EROSION CONTROL	X
C3.2 SWPPP SHEET	X
C4.1 UTILITIES	X
C7.1 CIVIL CONSTRUCTION DETAILS	X
C7.2 CIVIL CONSTRUCTION DETAILS	X
C7.3 CIVIL CONSTRUCTION DETAILS	X
C7.4 CIVIL CONSTRUCTION DETAILS	X
C7.5 CIVIL CONSTRUCTION DETAILS	X
L1.1 TREE PRESERVATION PLAN	X
L1.2 TREE PRESERVATION TABLE	X
L2.1 LANDSCAPE PLAN	X
L7.1 LANDSCAPE DETAILS	X

SITE / UTILITY CONTACTS

CITY PLANNER
CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303

TIM GLADHILL

TGLADHILL@CITYOFRAMSEY.COM
TEL: 763.433.9824
FAX:

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RAMSEY, MN 55303

BRUCE WESTBY

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CENTER POINT ENERGY
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TEL: 612-372-4727
FAX:

ELECTRIC
CONEXUS ENERGY
14601 RAMSEY BL
RAMSEY, MN 55303

TEL: 763-323-6250
FAX:

TELEPHONE
CENTURY LINK
200 FIFTH STREET
MINNEAPOLIS, MN 55402

TEL: 612-332-8552
FAX:

CABLE/INTERNET
CENTURY LINK
200 FIFTH STREET
MINNEAPOLIS, MN 55402

TEL: 612-332-8552
FAX:

DEVELOPER

NATIONAL SELF-STORAGE, LLC
2827 107TH AVENUE
BLAINE, MN 55449

MUNICIPALITY

City of RAMSEY

PROJECT

REGENCY COMMONS
RAMSEY, MN

SHEET INDEX

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C3.2	SWPPP NOTES
C4.1	UTILITIES
C7.1	CIVIL CONSTRUCTION DETAILS
C7.2	CIVIL CONSTRUCTION DETAILS
C7.3	CIVIL CONSTRUCTION DETAILS
C7.4	CIVIL CONSTRUCTION DETAILS
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L7.1	LANDSCAPE DETAILS

ISSUE / REVISION HISTORY

CONTACT ENGINEER FOR ANY PRIOR HISTORY

DATE	ISSUE / REVISION	REVIEW
03 JAN 2017	SITE PLAN SUBMITTAL	XXX

PROJECT MANAGER REVIEW

BY XX DATE XX.XX.XXXX

CERTIFICATION

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 NOT FOR CONSTRUCTION

Randall C. Haaland
License No. 19576

Date

Signature shown is a facsimile copy of original. Wet signed copy of this plan on file with Landform Professional Services, LLC office and is available upon request.

IF THE SIGNATURE, SEAL OR FOUR LINES DIRECTLY ABOVE ARE NOT VISIBLE, THIS SHEET HAS BEEN REPRODUCED BEYOND INTENDED READABILITY AND IS NO LONGER A VALID DOCUMENT. PLEASE CONTACT THE ENGINEER TO REQUEST ADDITIONAL DOCUMENTS.

SITE PLAN SUBMITTAL

01-03-2017

LANDFORM
From Site to Finish

105 South Fifth Avenue
Suite 513
Minneapolis, MN 55401

Tel: 612-252-9070
Fax: 612-252-9077
Web: landform.net

FILE NAME C001NSS001.DWG

PROJECT NO. NSS16001

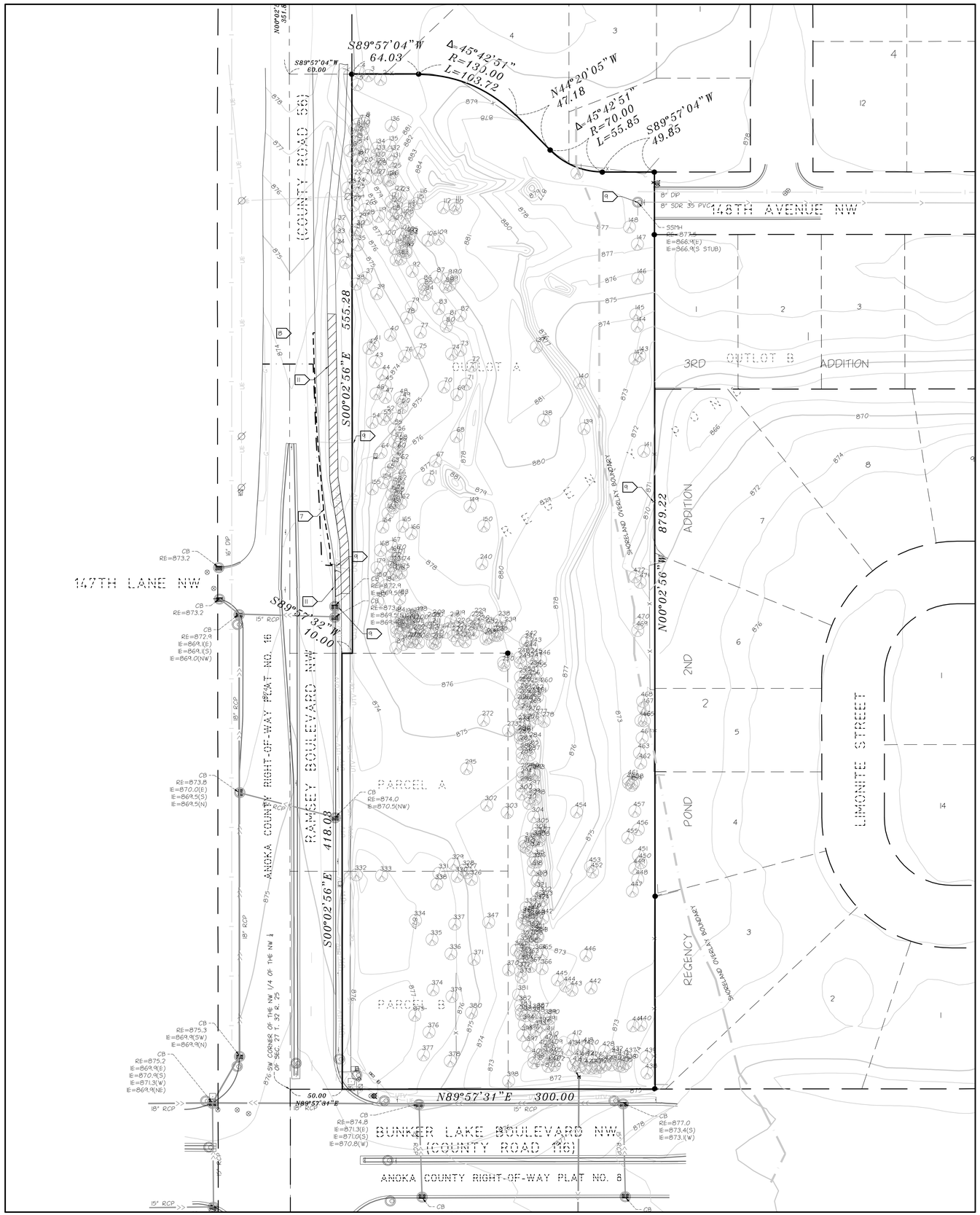
CIVIL AND LANDSCAPE TITLE SHEET

C0.1

SHEET NO. 1/15

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EXISTING CONDITIONS

1. BACKGROUND INFORMATION SHOWN IS FROM SURVEY BY LANDFORM, MINNEAPOLIS, MN, ON DECEMBER 07, 2015, EXPRESSLY FOR THIS PROJECT; CITY OF RAMSEY, MN RECORD DRAWINGS; AND UTILITY SERVICE PROVIDERS. LANDFORM OFFERS NO WARRANTY, EXPRESSED OR WRITTEN, FOR INFORMATION PROVIDED BY OTHERS. EXISTING PROJECT CONDITIONS SHALL BE VERIFIED PRIOR TO BEGINNING CONSTRUCTION. ERRORS, INCONSISTENCIES, OR OMISSIONS DISCOVERED SHALL BE REPORTED TO THE ENGINEER.

DEMOLITION AND CLEARING NOTES

2. OBTAIN PERMITS FOR DEMOLITION, CLEARING, AND DISPOSAL PRIOR TO BEGINNING.
3. CONTACT UTILITY SERVICE PROVIDERS FOR FIELD LOCATION OF SERVICES 72 HOURS PRIOR TO BEGINNING DEMOLITION AND CLEARING.
4. SEE SHEET C3.1 FOR EROSION PREVENTION AND SEDIMENT CONTROL MEASURES THAT MUST BE IN PLACE PRIOR TO DISTURBANCES TO SITE.
5. DIMENSIONS SHOWN FOR REMOVAL ARE APPROXIMATE. COORDINATE WITH NEW CONSTRUCTION TO ENSURE APPROPRIATE REMOVAL OF EXISTING FACILITIES.
6. REFER TO DETAILS FOR PAVEMENT SAWCUT. REMOVE CONCRETE WALKS AND CURBING TO THE NEAREST EXISTING JOINT BEYOND CONSTRUCTION LIMITS.
7. COMPLETE DEMOLITION WITH MINIMAL DISRUPTION OF TRAFFIC AND PROVIDE ADVANCE NOTIFICATION TO AFFECTED EMERGENCY RESPONSE PROVIDERS.
8. PROVIDE BARRICADES, LIGHTS, SIGNS, TRAFFIC CONTROL, AND OTHER MEASURES NECESSARY FOR PROTECTION AND SAFETY OF THE PUBLIC AND MAINTAIN THROUGHOUT CONSTRUCTION.
9. PROTECT STRUCTURES, UTILITIES, TREES, PLANT MATERIAL, SOD, AND ADJACENT PROPERTY FROM DAMAGE DURING CONSTRUCTION UNLESS NOTED FOR REMOVAL. DAMAGE SHALL BE REPAIRED TO EQUAL OR BETTER CONDITION AT NO ADDITIONAL COST.
10. SEE SHEETS L1.1 AND L1.2 FOR TREE PRESERVATION PLAN
11. REMOVE EXISTING SITE FEATURES INCLUDING, BUT NOT LIMITED TO, PAVING, CURBING, WALKWAYS, AND APRONS, WITHIN THE CONSTRUCTION LIMITS UNLESS NOTED OTHERWISE.
12. COORDINATE REMOVAL, RELOCATION, TERMINATION, AND RE-USE OF EXISTING PRIVATE UTILITY SERVICES AND APPURTENANCES WITH THE UTILITY COMPANIES. RESTORE ELECTRIC HANDHOLES, PULLBOXES, POWERPOLES, GUYLINES, AND STRUCTURES DISTURBED BY CONSTRUCTION IN ACCORDANCE WITH UTILITY OWNER REQUIREMENTS.
13. EXISTING PIPING AND CONDUITS MAY BE ABANDONED IN-PLACE IF FILLED WITH SAND AND IF NOT IN LOCATION OF PROPOSED BUILDING OR IN CONFLICT WITH PROPOSED UTILITIES OR STRUCTURES. TERMINATE EXISTING SERVICES AT THE SUPPLY SIDE IN CONFORMANCE WITH PROVIDER'S STANDARDS.
14. HAUL DEMOLITION DEBRIS OFF-SITE TO A FACILITY APPROVED BY REGULATORY AUTHORITIES FOR THE HANDLING OF DEMOLITION DEBRIS, UNLESS NOTED OTHERWISE.

LEGEND

STORM LINE

WATER MAIN

SANITARY MAIN

:STRUCTURE AND/OR PAVEMENT REMOVAL

Know what's **Below.** **Call** before you dig.

NORTH

0 50 100

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DEVELOPER

NATIONAL SELF-STORAGE, LLC
2827 107TH AVENUE
BLAINE, MN 55449

MUNICIPALITY

City of RAMSEY

PROJECT

REGENCY COMMONS
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CONTACT ENGINEER FOR ANY PRIOR HISTORY

DATE	ISSUE / REVISION	REVIEW
03 JAN 2017	SITE PLAN SUBMITTAL	XXX

PROJECT MANAGER REVIEW

BY XX DATE XX.XX.XXXX

CERTIFICATION

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 NOT FOR CONSTRUCTION

Randall C. Haukaas
License No. 18576

Signature shown on this plan is a reproduction of original. Wet signed copy of this plan on file at Landform Professional Services, LLC office and is available upon request.

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SITE PLAN SUBMITTAL
01-03-2017

LANDFORM
From Site to Finish

105 South Fifth Avenue
Suite 513
Minneapolis, MN 55401

Tel: 612-252-9070
Fax: 612-252-9077
Web: landform.net

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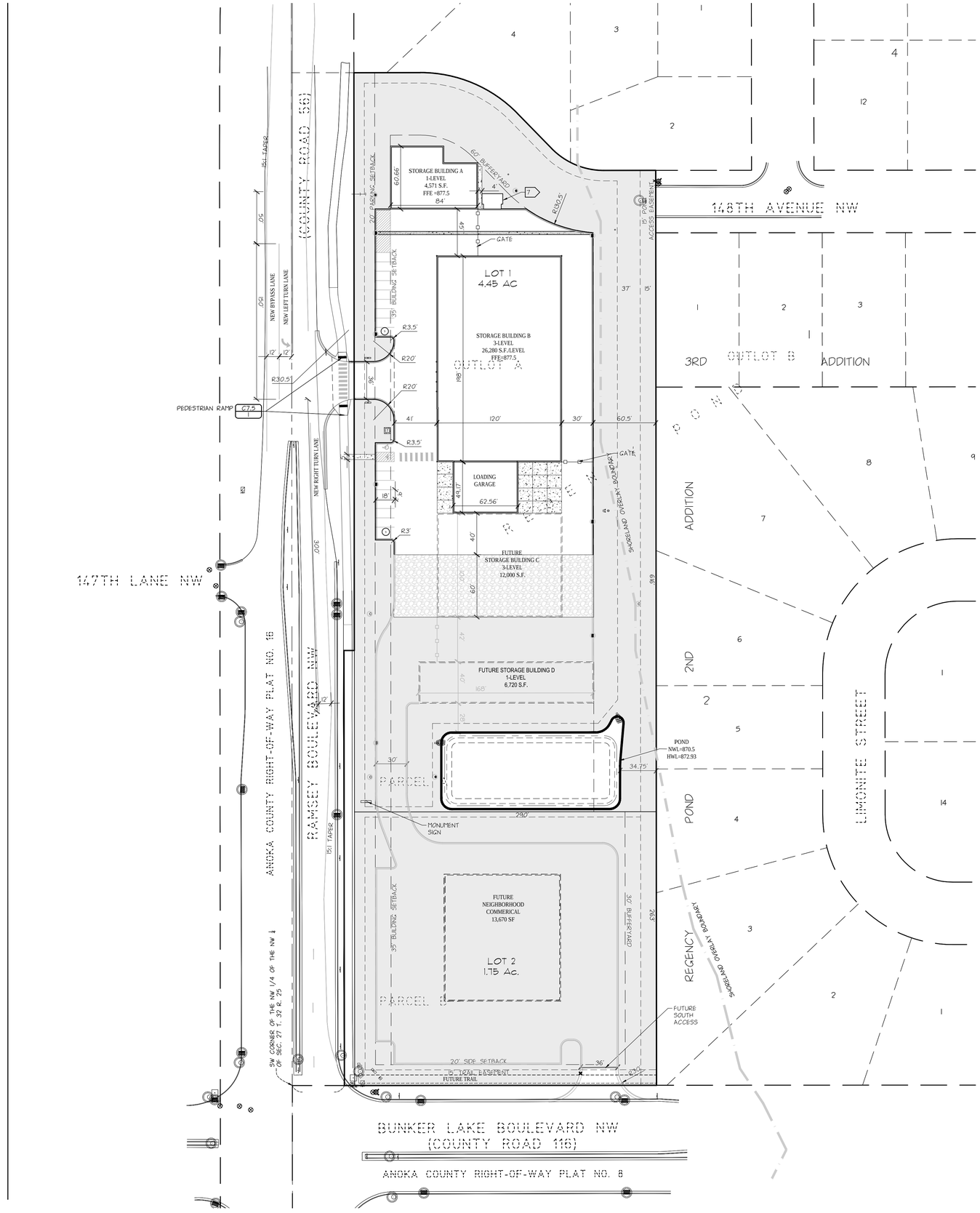
PROJECT NO. NSS16001

EXISTING CONDITIONS AND DEMOLITION

C1.1

SHEET NO. 2/15

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GENERAL NOTES

1. FOR CONSTRUCTION STAKING AND SURVEYING SERVICES CONTACT LANDFORM PROFESSIONAL SERVICES AT 612.252.9070.

SITE PLAN NOTES

2. OBTAIN ALL NECESSARY PERMITS FOR CONSTRUCTION WITHIN, OR USE OF, PUBLIC RIGHT-OF-WAY.
3. THE DIGITAL FILE, WHICH CAN BE OBTAINED FROM THE ENGINEER, SHALL BE USED FOR STAKING. DISCREPANCIES BETWEEN THE DRAWINGS AND THE DIGITAL FILE SHALL BE REPORTED TO THE ENGINEER. THE BUILDING FOOTPRINT, AS SHOWN ON THESE DRAWINGS, AND THE DIGITAL FILE, SHALL BE COMPARED TO THE STRUCTURAL DRAWINGS PRIOR TO STAKING.
4. BUILDING LAYOUT ANGLES ARE PARALLEL WITH OR PERPENDICULAR TO THE PROPERTY LINE AT THE LOCATION INDICATED.
5. DIMENSIONS SHOWN ARE TO FACE OF CURB AND EXTERIOR FACE OF BUILDING UNLESS NOTED OTHERWISE.
6. DELINEATE PARKING STALLS WITH A 4-INCH WIDE WHITE PAINTED STRIPE. DELINEATE ACCESS AISLES WITH 4-INCH WIDE WHITE PAINTED STRIPES 18 INCHES ON CENTER AND AT 45 DEGREE ANGLE TO DIRECTION OF TRAVEL.

7. TRASH/RECYCLING AREAS: SEE ARCHITECTURAL DRAWINGS.

GREEN SPACE (LANDSCAPE AREA)

CLASS 5 GRAVEL

LOT SUMMARY

LOT 1	= 193,842 SQ.FT.+/-	4.45 AC+/-
LOT 2	= 76,230 SQ.FT.+/-	1.75 AC.+/-
ROW (RAMSEY BLVD)	= 4,180 SQ.FT.+/-	0.096 AC.+/-
TOTAL SITE AREA	= 274,381 SQ.FT.+/-	6.3 AC.+/-

TOTAL GREEN SPACE AREA = 171,764 SF 3.94 AC = 63.5%

PARKING SUMMARY

REQUIRED PARKING:

0.2 STALLS PER 1000 SF OF BUILDING
77,350 SF TOTAL
77,350 SF/1000 = 77.35 (0.2) = 16 STALLS

TOTAL PARKING STALLS REQUIRED 16 EA.

PROVIDED PARKING:

STANDARD STALLS	(9x18)	17 EA.
HANDICAP STALLS	(9x18)	1 EA.
TOTAL PARKING STALLS PROVIDED		18 EA.

LOT 1 AREA SUMMARY

EXISTING:

PERVIOUS	193,842	S.F.	100%
IMPERVIOUS	0	S.F.	0%
TOTAL (4.45 Ac)	193,842	S.F.	100.0%

PROPOSED:

PERVIOUS	108,902	S.F.	56.2%
IMPERVIOUS	84,940	S.F.	43.8%
TOTAL (4.45 Ac)	193,842	S.F.	100.0%

PROPOSED BUILDING FOOTPRINT

IMPERVIOUS	30,851	S.F.	15.9%

LOT 2 AREA SUMMARY

EXISTING:

PERVIOUS	76,230	S.F.	100%
IMPERVIOUS	0	S.F.	0%
TOTAL (1.75 Ac)	76,230	S.F.	100.0%

PROPOSED:

PERVIOUS	76,230	S.F.	100%
IMPERVIOUS	0	S.F.	0%
TOTAL (1.75 Ac)	76,230	S.F.	100.0%

ZONING AND SETBACK SUMMARY

THE PROPERTY IS CURRENTLY ZONED : E-1 EMPLOYMENT DISTRICT, B-1 BUSINESS
PROPOSED ZONING : E-1 (LOT 1) B-1 BUSINESS (LOT 2)

MINIMUM LOT SIZE (E-1):
- LOT AREA = 1 AC.
- LOT WIDTH = 200 FT.

MINIMUM LOT SIZE (B-1):
- LOT AREA = 0.5 AC.
- LOT WIDTH = 100 FT.
- LOT DEPTH = 150 FT.

SETBACK REQUIREMENTS:
- FRONT YARD = 35 FT.
- REAR = 35 FT.
- SIDE INTERIOR = 20 FT.
- FROM RESIDENTIAL = 60 FT.
- FROM ROADS = 60 FT. + FRONT SETBACK

PARKING AND DRIVEWAY REQUIREMENTS:
- FRONT = 20 FT.
- SIDE(STREET) = 20 FT.
- FROM RESIDENTIAL = 40 FT. -OFF STREET PARKING

Know what's Below. Call before you dig.

NORTH

0 50 100

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DEVELOPER

NATIONAL SELF-STORAGE, LLC
2827 107TH AVENUE
BLAINE, MN 55449

MUNICIPALITY

City of RAMSEY

PROJECT

REGENCY COMMONS
RAMSEY, MN

SHEET INDEX

SHEET	TITLE
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C2.1	SITE PLAN
C3.1	GRADING, DRAINAGE,& EROSION CONTROL PAVING PLAN & NOTES
C3.2	SWPPP NOTES
C4.1	UTILITIES
C7.1	CIVIL CONSTRUCTION DETAILS
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ISSUE / REVISION HISTORY

CONTACT ENGINEER FOR ANY PRIOR HISTORY

DATE	ISSUE / REVISION	REVIEW
03 JAN 2017	SITE PLAN SUBMITTAL	XXX

PROJECT MANAGER REVIEW

BY XX DATE XX.XX.XXXX

CERTIFICATION

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 NOT FOR CONSTRUCTION

Randall C. Haglund

License No: 19576

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01-03-2017

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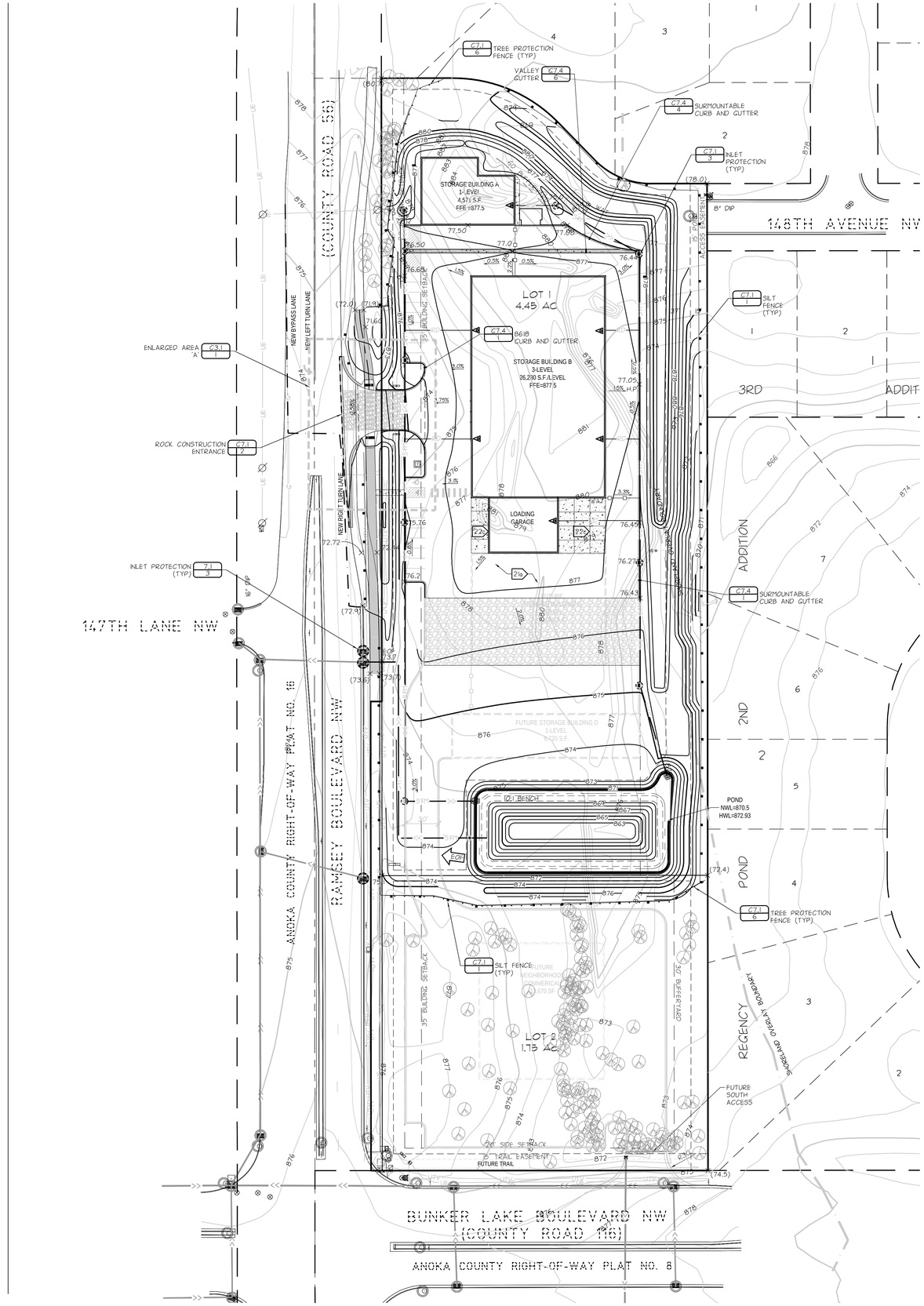
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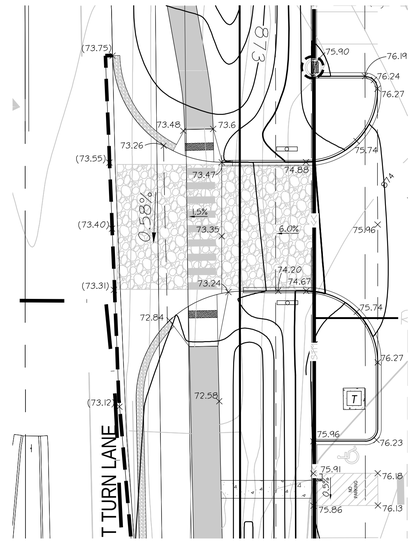
PROJECT NO. NSS16001

SITE PLAN
C2.1

SHEET NO. 3/15

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1 ENLARGED AREA 'A' 20 SCALE

GENERAL NOTES

1. FOR CONSTRUCTION STAKING AND SURVEYING SERVICES CONTACT LANDFORM PROFESSIONAL SERVICES AT 612.252.9070.

EROSION PREVENTION AND SEDIMENT CONTROL NOTES

2. INSTALL PERIMETER SEDIMENT CONTROLS PRIOR TO BEGINNING WORK AND MAINTAIN FOR DURATION OF CONSTRUCTION. REMOVE CONTROLS AFTER AREAS CONTRIBUTING RUNOFF ARE PERMANENTLY STABILIZED AND DISPOSE OF OFF SITE.
3. LIMIT SOIL DISTURBANCE TO THE GRADING LIMITS SHOWN. SCHEDULE OPERATIONS TO MINIMIZE LENGTH OF EXPOSURE OF DISTURBED AREAS.
4. MANAGEMENT PRACTICES SHOWN ARE THE MINIMUM REQUIREMENT. INSTALL AND MAINTAIN ADDITIONAL CONTROLS AS WORK PROCEEDS TO PREVENT EROSION AND CONTROL SEDIMENT CARRIED BY WIND OR WATER.
5. EXCAVATE PONDS EARLY IN THE CONSTRUCTION SEQUENCE. REMOVE SEDIMENT FROM PONDS PERIODICALLY AND AFTER AREAS CONTRIBUTING RUNOFF ARE PERMANENTLY STABILIZED.
6. ALL EXPOSED SOIL AREAS MUST BE STABILIZED WITHIN 72 HOURS OF COMPLETION OF WORK IN EACH AREA.
7. SEED, SOD, MULCH AND FERTILIZER SHALL MEET THE FOLLOWING SPECIFICATIONS, AS MODIFIED.

ITEM	SPECIFICATION NUMBER
SOD	MNDOT 3878I
SEED	MNDOT 3876
MN TYPE 22-III @ 30.5 LB/AC - TEMPORARY EROSION CONTROL	
MN TYPE 25-151 @ 120 LB/AC - PERMANENT TURF	
MULCH (MNDOT TYPE I @ 2 TON/AC, DISC ANCHORED)	MNDOT 3882
FERTILIZER	MNDOT 3881
GENERAL PLACEMENT	MNDOT 2575

8. SEE LANDSCAPE SHEETS FOR PERMANENT TURF AND LANDSCAPE ESTABLISHMENT.
9. SCRAPE ADJACENT STREETS CLEAN DAILY AND SWEEP CLEAN WEEKLY.

GRADING NOTES

10. CONTACT UTILITY SERVICE PROVIDERS FOR FIELD LOCATION OF SERVICES 72 HOURS PRIOR TO BEGINNING GRADING.
11. REMOVE TOPSOIL FROM GRADING AREAS AND STOCKPILE SUFFICIENT QUANTITY FOR REUSE. MATERIALS MAY BE MINED FROM LANDSCAPE AREAS FOR USE ON SITE AND REPLACED WITH EXCESS ORGANIC MATERIAL WITH PRIOR OWNER APPROVAL.
12. REMOVE SURFACE AND GROUND WATER FROM EXCAVATIONS. PROVIDE INITIAL LIFTS OF STABLE FOUNDATION MATERIAL IF EXPOSED SOILS ARE WET AND UNSTABLE.
13. ROUGH GRADE BUILDING PAD TO 12 INCHES BELOW FINISHED FLOOR ELEVATION (877.5).
14. REFER TO STRUCTURAL SPECIFICATIONS FOR EARTHWORK REQUIREMENTS FOR BUILDING PADS.
15. AN INDEPENDENT TESTING FIRM SHALL VERIFY THE REMOVAL OF ORGANIC AND UNSUITABLE SOILS, SOIL CORRECTION, AND COMPACTION AND PROVIDE PERIODIC REPORTS TO THE OWNER.
16. PLACE AND COMPACT FILL USING LIFT THICKNESSES MATCHED TO SOIL TYPE AND COMPACTION EQUIPMENT TO OBTAIN SPECIFIED COMPACTION THROUGHOUT THE LIFT.
17. COMPACT COHESIVE SOILS IN PAVED AREAS TO 95% OF MAXIMUM DRY DENSITY, STANDARD PROCTOR (ASTM D698) EXCEPT THE TOP 3 FEET WHICH SHALL BE COMPACTED TO 100%. COMPACT TO 98% DENSITY WHERE FILL DEPTH EXCEEDS 10 FEET. THE SOILS SHALL BE WITHIN 3% OF OPTIMUM MOISTURE CONTENT. IN GRANULAR SOILS ALL PORTIONS OF THE EMBANKMENT SHALL BE COMPACTED TO NOT LESS THAN 95% OF MODIFIED PROCTOR DENSITY (ASTM D1557).
18. COORDINATE WITH ARCHITECTURAL FOR BUILDING STOOP LOCATIONS. SLOPES SHOWN ON ADJACENT WALKS AND PAVEMENTS SHOULD CONTINUE OVER STOOPS.
19. REFER TO DETAIL C7.4/1 FOR TOPSOIL REQUIRMENTS

PAVING NOTES

19. SPOT ELEVATIONS AT CURBLINES INDICATE FLOWLINES UNLESS NOTED OTHERWISE. SEE SHEET C4.1 FOR RIM ELEVATIONS OF CATCH BASINS.
20. GRADES BETWEEN PROPOSED SPOT ELEVATIONS SHALL BE CONTINUOUS AND NONVARIABLE. SPOT ELEVATIONS SHALL GOVERN OVER CONTOUR LINES.
21. PAVING SECTIONS (PRELIMINARY)
    a. BITUMINOUS PAVING (LIGHT DUTY)
       1.5-INCH BITUMINOUS WEAR (MNDOT 2360, SPWEA240B)
       TACK COAT (MNDOT 2357)
       2.5-INCH BITUMINOUS BASE (MNDOT 2360, SPNWB230B)
       10-INCH AGGREGATE BASE (MNDOT 3138, CLASS 5)
       COMPACTED SUBSOIL
22. CONCRETE JOINTS
    INSTALL JOINTS AS SHOWN AND ALIGN ACROSS SIDEWALKS, CURBS, AND PAVEMENT, PAYING ATTENTION TO SPACING OF EXPANSION JOINTS. JOINT SPACING SHALL BE AS FOLLOWS:
    a. TOOLED JOINTS: DIVIDE PANELS INTO NOMINALLY EQUAL AREAS UNLESS SHOWN OTHERWISE.
    b. EXPANSION JOINTS: SIDEWALKS - 40 FEET MAX.; CURBS - 60 FEET MAX.; PAVEMENT: 80 FEET MAX.; ADJACENT TO BUILDING FOUNDATIONS AND STOOPS.
    c. CONTRACTION JOINTS: SIDEWALKS - 8 TO 10 FEET; CURBS AND APRONS - 12 TO 15 FEET.

NPDES AREA SUMMARY

LOT 1	EXISTING	PROPOSED	ULTIMATE
PERVIOUS	4.45 ACRES	2.5 ACRES	2.05 ACRES
IMPERVIOUS	0.0 ACRES	1.95 ACRES	2.4 ACRES
TOTAL	4.45 ACRES	4.45 ACRES	4.45 ACRES

LOT 2	EXISTING	PROPOSED	ULTIMATE
PERVIOUS	1.75 ACRES	1.75 ACRES	0.65 ACRES
IMPERVIOUS	0.0 ACRES	0.0 ACRES	1.1 ACRES
TOTAL	1.75 ACRES	1.75 ACRES	1.75 ACRES

LEGEND

SYMBOL	DESCRIPTION	ESTIMATED QUANTITY
	:INLET PROTECTION	11 EACH
	:SILT FENCE	1,760 FEET
	:TREE FENCE	550 FEET
	:VEHICLE TRACKING PAD	1 EACH
	:PAVEMENT SAWCUT	
	:CONSTRUCTION LIMITS	
	:GATE	
EOF 000.0	:DENOTES EMERGENCY OVERFLOW	
	:DENOTES ROOF DRAIN LOCATION	

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0 50 100

DEVELOPER

NATIONAL SELF-STORAGE, LLC
2827 107TH AVENUE
BLAINE, MN 55449

MUNICIPALITY

City of RAMSEY

PROJECT

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ISSUE / REVISION HISTORY

CONTACT ENGINEER FOR ANY PRIOR HISTORY

DATE	ISSUE / REVISION	REVIEW
03 JAN 2017	SITE PLAN SUBMITTAL	KKK

PROJECT MANAGER REVIEW

BY XX DATE XX.XX.XXXX

CERTIFICATION

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

PRELIMINARY NOT FOR CONSTRUCTION

Randall C. Medlund
License No: 19576

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FILE NAME C301KRZ001.DWG

PROJECT NO. NSS16001

GRADING PLAN
C3.1

SHEET NO. 5/15

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NPDES PERMIT AND SWPPP COMPONENTS

1. **THE CURRENT MN NPDES PERMIT DATED AUGUST 1, 2013 IS REFERENCED IN THIS DOCUMENT AS THE PERMIT.**

   THE SWPPP INCLUDES THE FOLLOWING COMPONENTS:
   - CONSTRUCTION DOCUMENTS PREPARED BY LANDFORM
   - STORMWATER MANAGEMENT PLAN/NARRATIVE
   - MAINTENANCE PLAN FOR PERMANENT STORMWATER BMPS

SITE EVALUATION/ASSESSMENT/PLANNING

1. CONTACT INFORMATION/RESPONSIBLE PARTIES
   THE OPERATOR SHALL HAVE PRIMARY RESPONSIBILITY AND SIGNIFICANT AUTHORITY FOR THE DEVELOPMENT, IMPLEMENTATION, MAINTENANCE, INSPECTION AND AMENDMENTS TO THE APPROVED SWPPP. DUTIES INCLUDE BUT ARE NOT LIMITED TO:
   - ENSURING FULL COMPLIANCE WITH THE SWPPP AND THE PERMIT
   - IMPLEMENTING ALL ELEMENTS OF THE SWPPP, INCLUDING BUT NOT LIMITED TO:
     - IMPLEMENTING PROMPT AND EFFECTIVE EROSION AND SEDIMENT CONTROL MEASURES
     - IMPLEMENTING ALL NON-STORM WATER MANAGEMENT, AND GOOD HOUSEKEEPING BMPS ENSURING THAT NO MATERIALS OTHER THAN STORM WATER ARE DISCHARGED IN QUANTITIES, WHICH WILL HAVE AN ADVERSE EFFECT ON RECEIVING WATERS OR STORM DRAIN SYSTEMS, ETC.
   - CONDUCTING ROUTINE INSPECTIONS AND MAINTENANCE
   - ENSURING ELIMINATION OF ALL UNAUTHORIZED DISCHARGES
   - COORDINATING TO ASSURE ALL OF THE NECESSARY CORRECTIONS/REPAIRS ARE MADE IMMEDIATELY, AND THAT THE PROJECT COMPLIES WITH THE SWPPP, THE PERMIT, AND APPROVED PLANS AT ALL TIMES.

STORMWATER POLLUTION PREVENTION MANAGEMENT MEASURES

1. **OWNER/OPERATOR MUST DEVELOP POLLUTION PREVENTION MANAGEMENT MEASURES, IMPLEMENT GOOD HOUSEKEEPING BMPS, MUST FOLLOW ALL APPLICABLE FEDERAL, STATE, AND LOCAL BUILDING CODES, OCCUPATIONAL SAFETY AND HEALTH ACT (OSHA), AND THE GENERAL CONDITIONS AND GENERAL REQUIREMENTS OF THE CONSTRUCTION CONTRACT.**
2. THE OPERATOR SHALL MINIMIZE THE EXPOSURE TO STORMWATER OF ANY OF THE PRODUCTS, MATERIAL, OR WASTES STORED ON SITE.
3. BUILDING PRODUCTS THAT HAVE THE POTENTIAL TO LEACH POLLUTANTS MUST BE UNDER COVER.
4. CHEMICALS AND LANDSCAPE MATERIALS SHALL BE UNDER COVER TO PREVENT THE DISCHARGE OF POLLUTANTS.
5. OPERATOR TO TRACK PROGRESS OF THE FOLLOWING ITEMS ON SITE MAPS:
   - PORTABLE TOILETS
   - MATERIAL STORAGE AREAS
   - VEHICLE AND EQUIPMENT FUELING AND MAINTENANCE AREAS
   - CONCRETE WASHOUTS
   - PAINT AND STUCCO WASHOUTS
   - DUMPSTERS OR OTHER TRASH AND DEBRIS CONTAINERS
   - SPILL KITS
   - STOCKPILES
   - ANY OTHER NON-STRUCTURAL NON-STORM WATER MANAGEMENT BMPS
   - ANY TEMPORARILY REMOVED STRUCTURAL BMPS
   - ANY CHANGES TO THE STRUCTURAL BMPS
6. SOLID WASTE: COLLECTED SEDIMENT, ASPHALT AND CONCRETE MILLINGS, FLOATING DEBRIS, PAPER, PLASTIC, FABRIC, CONSTRUCTION AND DEMOLITION DEBRIS AND OTHER WASTES MUST BE DISPOSED OF PROPERLY AND MUST COMPLY WITH MPCA DISPOSAL REQUIREMENTS.
7. HAZARDOUS WASTE: OIL, GASOLINE, PAINT AND ANY HAZARDOUS SUBSTANCES MUST BE PROPERLY STORED, INCLUDING SECONDARY CONTAINMENT, TO PREVENT SPILLS, LEAKS OR OTHER DISCHARGE. RESTRICTED ACCESS TO STORAGE AREAS MUST BE PROVIDED TO PREVENT VANDALISH. STORAGE AND DISPOSAL OF HAZARDOUS WASTE OR MATERIALS MUST BE IN COMPLIANCE WITH MINN. R. CH. 7045 INCLUDING SECONDARY CONTAINMENT AS APPLICABLE.
8. PORTABLE TOILETS MUST BE POSITIONED SO THAT THEY ARE SECURE AND WILL NOT BE TIPPED OR KNOCKED OVER.
9. CONCRETE AND OTHER WASHOUT WASTE: OPERATOR MUST PROVIDE EFFECTIVE CONTAINMENT FOR ALL LIQUID AND SOLID WASTES GENERATED BY WASHOUT OPERATIONS. THE LIQUID AND SOLID WASTES MUST NOT CONTACT THE GROUND, AND THE CONTAINMENT MUST BE DESIGNED SO THAT IT DOES NOT RESULT IN RUNOFF FROM THE WASHOUT OPERATIONS OR AREAS. LIQUID AND SOLID WASTES MUST BE DISPOSED OF PROPERLY AND IN COMPLIANCE WITH MPCA RULES. A SIGN MUST BE INSTALLED ADJACENT TO EACH WASHOUT FACILITY THAT REQUIRES SITE PERSONNEL TO UTILIZE THE PROPER FACILITES FOR DISPOSAL OF CONCRETE AND OTHER WASHOUT WASTES.
10. EXTERNAL VEHICLE WASHING: EXTERNAL WASHING OF TRUCKS AND OTHER CONSTRUCTION VEHICLES MUST BE LIMITED TO A DEFINED AREA OF THE SITE. RUNOFF MUST BE CONTAINED AND WASTE PROPERLY DISPOSED OF. NO ENGINE DEGREASING IS ALLOWED ON SITE.

SWPPP CONTACT AND TRAINING INFORMATION

1. OWNER:
   NATIONAL SELF STORAGE
   ATTN: TROY HALVERSON
   2827 107TH AVENUE
   BLAINE, MN 55449
   763-898-7212
   T.HALVER2@AOL.COM
2. OPERATOR:
   TO BE DETERMINED. CONTACT OWNER UNTIL CONTRACTOR IS SELECTED.
3. LONG TERM MAINTENANCE AND OPERATION:
   NATIONAL SELF STORAGE
   TROY HALVERSON
   2827 107TH AVENUE
   BLAINE, MN 55449
   763-898-7212
   T.HALVER2@AOL.COM
4. SWPPP DESIGNER:
   RANDY HEDLUND, P.E.
   LANDFORM PROFESSIONAL SERVICES
   105 SOUTH FIFTH AVENUE, SUITE 513
   MINNEAPOLIS, MN 55401
   612-252-9070
   RHEDLUND@LANDFORM.NET
   CERTIFICATION: U OF MN, DESIGN OF CONSTRUCTION SWPPP, EXP. MAY 31, 2019
5. SWPPP INSPECTOR/MANAGER:
   FRED VOLZ, LANDFORM PROFESSIONAL SERVICES
   105 SOUTH FIFTH AVENUE, SUITE 513
   MINNEAPOLIS, MN 55401
   612-252-9070
   FVOLZ@LANDFORM.NET
   CERTIFICATION: U OF MN, DESIGN OF CONSTRUCTION SWPPP, EXP. 2018
6. BMP INSTALLATION AND REPAIR:
   TO BE DETERMINED. CONTACT OWNER UNTIL BMP INSTALLER AND MAINTAINER IS SELECTED.
   CERTIFICATION: , EXP.

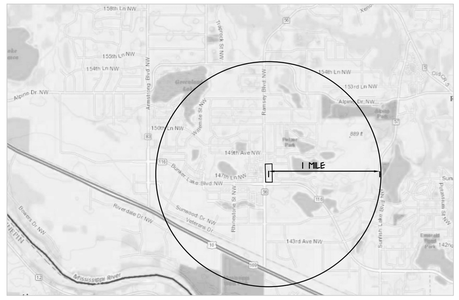
DESCRIPTION OF CONSTRUCTION ACTIVITY

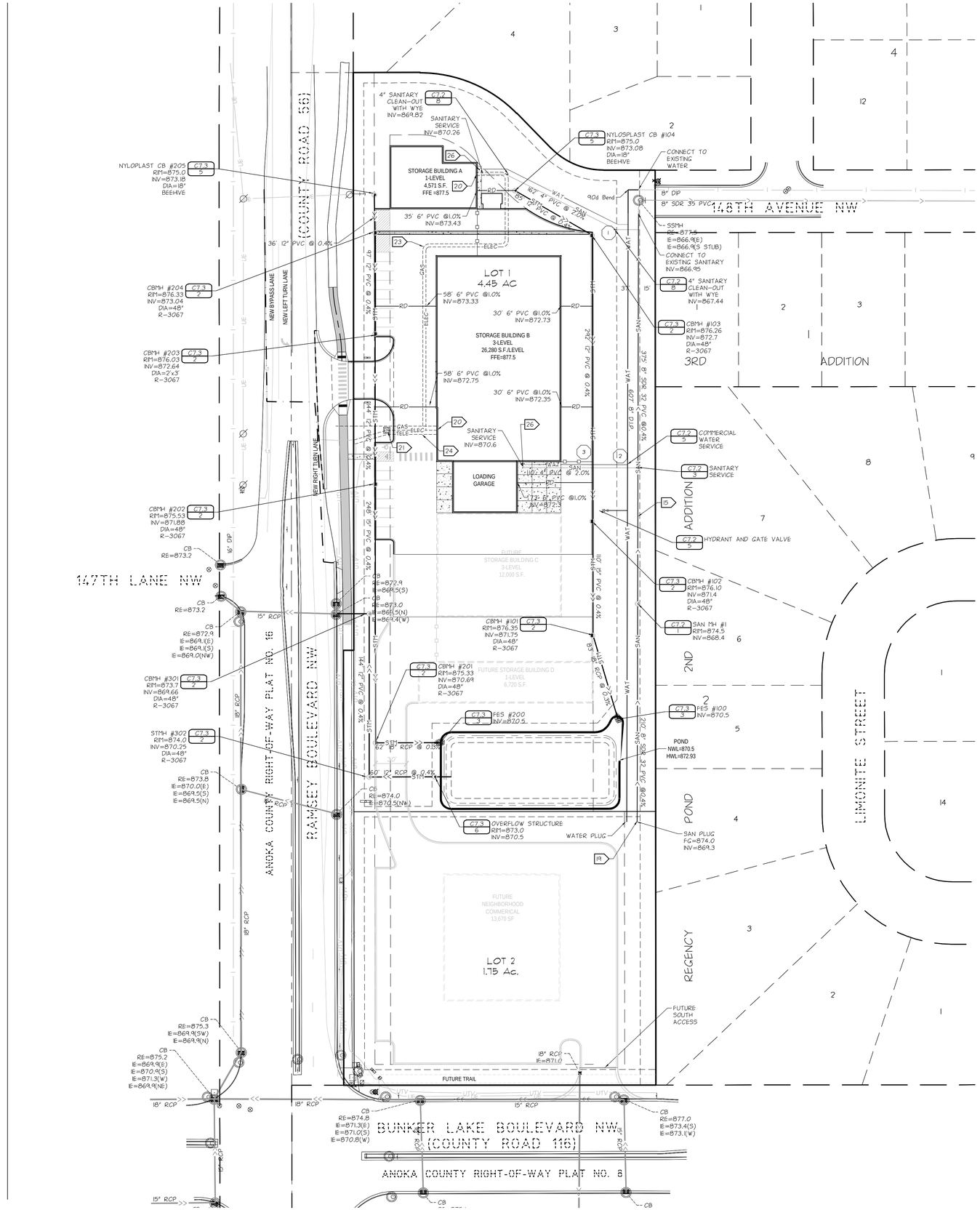
1. CONSTRUCTION ACTIVITY INCLUDES EORSION AND SEDIMENT CONTROL BMPS INSTALLATION, CLEARING AND GRUBBING, SITE GRADING, UTILITY INSTALLATION, BUILDING CONSTRUCTION, PAVING, AND LANDSCAPING.

SCHEDULE OF BMP INSTALLATION AND CONSTRUCTION ACTIVITY

1. INSTALL PERIMETER SEDIMENT CONTROL BMPS PRIOR TO START OF OTHER SITE WORK. REFER TO GRADING, DRAINAGE, PAVING AND EROSION CONTROL SHEET(S) FOR INITIAL LOCATIONS OF BMPS.
2. CONSTRUCT PERMANENT SEDIMENTATION BASINS PRIOR TO UPLAND DISTURBANCE. INSTALL PERIMETER SEDIMENT CONTROL BMPS AROUND NORMAL WATER LEVEL.
3. STABILIZE OUTLETS FROM PERMANENT SEDIMENTATION BASINS.
4. PERFORM WORK IN PHASES TO MINIMIZE DISTURBED AREA AT ANY ONE TIME.
5. STRIP TOPSOIL FROM AREAS TO BE DISTURBED AND STOCKPILE WITH PERIMETER SEDIMENT CONTROL BMPS. PROVIDE STABLIZATION IF LEFT LONGER THAN 14 DAYS.
6. ROUGH GRADE SITE.
7. INSTALL UTILITIES.
8. FINAL GRADE PAVEMENT AREAS AND COMPACT SUBGRADE.
9. LAY DOWN PAVEMENT AGGREGATE AND COMPACT.
10. INSTALL CURB AND GUTTER. BACKFILL AFTER A MINIMUM OF THREE DAYS.
11. CONSTRUCT BUILDING/ADDITION AND SITE FEATURES.
12. CONSTRUCT SITE WALKS AND PATIOS.
13. PROVIDE FINAL STABILIZATION.
14. CONNECT NURP POND TO STORM SEWER INLETS.
15. REMOVE TEMPORARY BMPS.

WATERS WITHIN ONE MILE OF SITE


1 MILE
158th Ln NW
155th Ln NW
154th Ln NW
153rd Ln NW
152nd Ln NW
150th Ln NW
149th Ave NW
147th Ln NW
146th Ln NW
145th Ln NW
143rd Ave NW
Alpine Dr NW
Alpine Ct NW
Alpine Dr NW
Armstrong Blvd NW
Rivers Bend NW
Rivers Bend Blvd NW
Rivers Edge Blvd NW
Rivers Edge Ct NW
Rivers Edge Dr NW
Rivers Edge Pl NW
Rivers Edge Trl NW
Rivers Edge Way NW
Sunset Lake Blvd NW
Sunset Lake Ct NW
Sunset Lake Dr NW
Sunset Lake Pl NW
Sunset Lake Trl NW
Sunset Lake Way NW
Sunset Pl NW
Sunset Trl NW
Sunset Way NW
Vintage Dr NW
Vintage Pl NW
Vintage Trl NW
Vintage Way NW
Wilderness Run NW
Wilderness Run Ct NW
Wilderness Run Dr NW
Wilderness Run Pl NW
Wilderness Run Trl NW
Wilderness Run Way NW
Armstrong Blvd
Sunwood Dr NW
Sunwood Ln NW
Sunwood Pl NW
Sunwood Trl NW
Sunwood Way NW
Sunwood Dr NW
Sunwood Ln NW
Sunwood Pl NW
Sunwood Trl NW
Sunwood Way NW
Armstrong Blvd
Armstrong Blvd NW
Armstrong Blvd NW
Armstrong Blvd
Armstrong Blvd
Armstrong Blvd



GENERAL NOTES

1. FOR CONSTRUCTION STAKING AND SURVEYING SERVICES CONTACT LANDFORM PROFESSIONAL SERVICES AT 612.252.9070.

UTILITY NOTES

2. PIPE MATERIALS

WATERMAIN	6–8" DIP CLASS 52
WATER SERVICE	1" COPPER TYPE K (ASTM B88) (BUILDING A) 6" FIRE SERVICE (BUILDING B)
SANITARY SEWER	PVC SDR 35
SAN. SEWER SERVICE	PVC SDR 35, SDR 26, SCHEDULE 40
STORM SEWER	RCP 12"–18" CLASS 5 (ASTM C76) PVC 12–15"

3. CONTACT UTILITY SERVICE PROVIDERS FOR FIELD LOCATION OF SERVICES 72 HOURS PRIOR TO BEGINNING.
4. CONTRACTOR TO FIELD VERIFY LOCATION AND ELEVATION OF ALL UTILITY POINTS OF CONNECTION PRIOR TO CONSTRUCTION OF ANY PROPOSED UTILITIES. CONTRACTOR TO NOTIFY ENGINEER IMMEDIATELY IF THERE IS ANY DISCREPANCY.
5. CONTRACTOR TO POTHOLE ALL UTILITY CROSSINGS PRIOR TO CONSTRUCTION OF NEW UTILITIES TO VERIFY DEPTHS OF EXISTING LINES. CONTACT ENGINEER IMMEDIATELY IF ANY CONFLICTS ARE DISCOVERED.
6. PROVIDE MEANS AND MEASURES TO PROTECT ADJACENT PROPERTY FROM DAMAGE DURING UTILITY INSTALLATION.
7. PIPE LENGTHS SHOWN ARE FROM CENTER OF STRUCTURE TO CENTER OF STRUCTURE OR END OF END SECTION.
8. INSTALL TRACER WIRE WITH ALL NON-CONDUCTIVE UTILITIES.
9. CONNECT TO CITY UTILITIES IN ACCORDANCE WITH CITY OF RAMSEY STANDARDS.
10. CONTACT CITY OF RAMSEY PUBLIC WORKS FOR WET TAP INSPECTION.
11. MAINTAIN 7.5 FEET OF COVER ON WATER.
12. DEFLECT WATER TO MAINTAIN 18-INCH MINIMUM OUTSIDE SEPARATION AT SEWER CROSSINGS. CENTER PIPE LENGTHS TO PROVIDE GREATEST SEPARATION BETWEEN JOINTS.
13. CONTACT GRANT RIEMER, CITY OF RAMSEY PUBLIC WORKS DEPARTMENT, AT 763-433-9863 FOR FLUSHING AND PRESSURE TEST INSPECTIONS.
14. THE WATER DISTRIBUTION SYSTEM SHALL BE DISINFECTED PER MINNESOTA RULES, PART 4715.2250.
15. PROVIDE 4-INCH RIGID FOAM (ASTM D1621) INSULATION ON SANITARY SEWER LESS THAN 8 FEET DEEP. SEE DETAIL C7.2/4
16. ALL PORTIONS OF THE STORM SEWER SYSTEM, LOCATED WITHIN 10 FEET OF THE BUILDING OR WATER SERVICE LINE MUST BE TESTED IN ACCORDANCE WITH MINNESOTA RULES, PART 4715.2820.
17. ALL JOINTS AND CONNECTIONS IN THE STORM SEWER SYSTEM SHALL BE GASTIGHT OR WATER TIGHT. APPROVED RESILIENT RUBBER JOINTS MUST BE USED TO MAKE WATERTIGHT CONNECTIONS TO MANHOLES, CATCH BASINS, AND OTHER STRUCTURES.
18. CATCH BASINS IN CURB AND GUTTER ARE SUMPED 2 INCHES BELOW THE GUTTER GRADE. REFER TO DETAIL B ON SHEET C7.2.
19. EXTEND INSULATION 4' BEYOND PLUG
20. COORDINATE WITH PRIVATE UTILITIES TO PROVIDE ELECTRIC, NATURAL GAS, AND COMMUNICATIONS SERVICES TO BUILDING.
21. THE PRIMARY ELECTRIC FEED, TRANSFORMER, AND METER ARE PROVIDED AND INSTALLED BY CONEXUS ENERGY. THE TRANSFORMER PAD DESIGN IS PROVIDED BY THE UTILITY AND CONSTRUCTION IS BY THE CONTRACTOR. CONTACT UTILITY FOR PAD DETAIL. THE SECONDARY ELECTRIC AND CONDUITS SHALL BE INSTALLED BY THE ELECTRICAL CONTRACTOR.
22. SEE ELECTRICAL SITE PLAN FOR ADDITIONAL INFORMATION.
23. CENTER POINT WILL FURNISH AND INSTALL GAS SERVICE PIPING FROM THE MAINLINE TO THE METER. GAS SERVICE FROM THE METER SHALL BE INSTALLED BY THE MECHANICAL CONTRACTOR.
24. COORDINATE TELEPHONE WITH CENTURY LINK TO PROVIDE TELEPHONE SERVICE. CONTRACTOR TO PROVIDE AND INSTALL A 4" PVC CONDUIT WITH PULL STRING, SWEEPING BENDS ONLY (NO 90 DEGREE BENDS), FROM PROPERTY LINE TO THE BUILDING.
25. PROVIDE CONDUITS FOR CABLE TELEVISION AND OTHER ELECTRONIC COMMUNICATION.
26. COORDINATE WITH MECHANICAL, PLUMBING, AND ELECTRICAL DRAWINGS FOR LOCATIONS OF SERVICE CONNECTIONS AND CONTINUATION OF SERVICES WITHIN BUILDING.
27. COMPACT COHESIVE SOILS IN PAVED AREAS TO 95% OF MAXIMUM DRY DENSITY, STANDARD PROCTOR (ASTM D698) EXCEPT THE TOP 3 FEET WHICH SHALL BE COMPACTED TO 100%. COMPACT TO 98% DENSITY WHERE FILL DEPTH EXCEEDS 10 FEET. THE SOILS SHALL BE WITHIN 3% OF OPTIMUM MOISTURE CONTENT. IN GRANULAR SOILS ALL PORTIONS OF THE EMBANKMENT SHALL BE COMPACTED TO NOT LESS THAN 95% OF MODIFIED PROCTOR DENSITY (ASTM D1557).
28. ADJUST STRUCTURES TO FINAL GRADE WHERE DISTURBED. COMPLY WITH REQUIREMENTS OF UTILITY. MEET REQUIREMENTS FOR TRAFFIC LOADING IN PAVED AREAS.

UTILITY CROSSINGS

1. CROSSING 1
   SANITARY SEWER SERVICE TOP.=867.5
   WATERMAIN BOT=870.37
2. CROSSING 2
   SANITARY SEWER SERVICE TOP.=868.4
   WATERMAIN BOT=870.37
3. CROSSING 3
   STORM SEWER INV.=871.64
   SANITARY SERVICE TOP=869.06
   WATER SERVICE TOP =869.1

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Know what's Below. Call before you dig.

NORTH

0 50 100

DEVELOPER

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2827 107TH AVENUE
BLAINE, MN 55449

MUNICIPALITY

City of RAMSEY

PROJECT

REGENCY COMMONS
RAMSEY, MN

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C4.1	UTILITIES
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ISSUE / REVISION HISTORY

CONTACT ENGINEER FOR ANY PRIOR HISTORY

DATE	ISSUE / REVISION	REVIEW
03 JAN 2017	SITE PLAN SUBMITTAL	XXX

PROJECT MANAGER REVIEW

BY XX DATE XX.XX.XXXX

CERTIFICATION

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 NOT FOR CONSTRUCTION

Randall C. Neufurd
License No: 19576

Signature shown is a facsimile of original. Wet signed copy of this plan on file at Landform Professional Services, LLC office and is available upon request.

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SITE PLAN SUBMITTAL
01-03-2017

LANDFORM
From Site to Finish

105 South Fifth Avenue
Suite 513
Minneapolis, MN 55401

Tel: 612-252-9070
Fax: 612-252-9077
Web: landform.net

FILE NAME C401NSS001.DWG

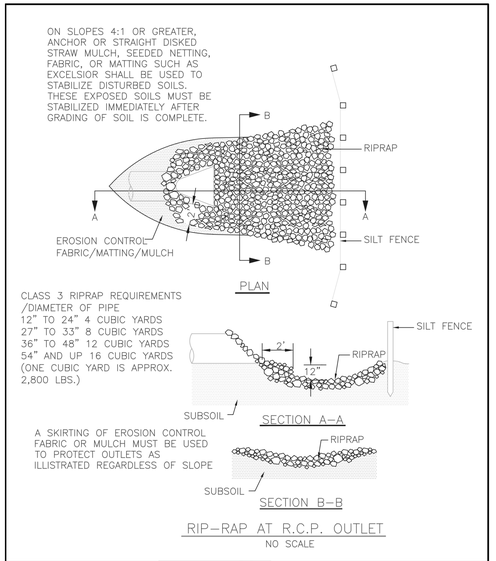
PROJECT NO. NSS16001

UTILIY PLAN

C4.1

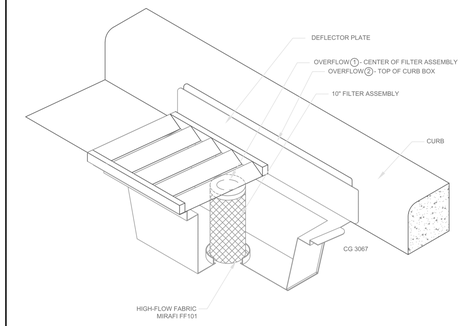
SHEET NO. 6/15

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APPROVED: 1 – 2016	City of RAMSEY	STANDARD DETAILS: RIP–RAP
		CITY PLATE No. ERO–3

5 RIP RAP
NO SCALE



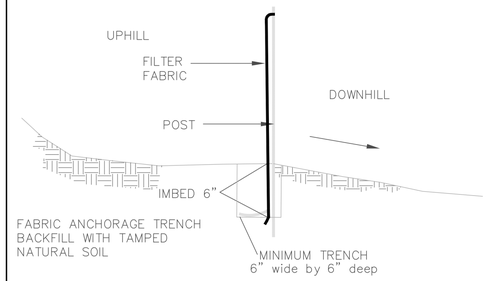
INLET PROTECTION – WIMCO OR EQUAL

N.T.S.

NOTE:
THIS INLET PROTECTION SHALL BE USED IMMEDIATELY FOLLOWING CURB & GUTTER CONSTRUCTION. INLET PROTECTION SHALL REMAIN INSTALLED AND MAINTAINTED UNTIL ALL HOME CONSTRUCTION IS COMPLETE.

APPROVED: 1 – 2016	City of RAMSEY	STANDARD DETAILS: INLET PROTECTION
		CITY PLATE No. ERO–2

3 INLET PROTECTION
NO SCALE

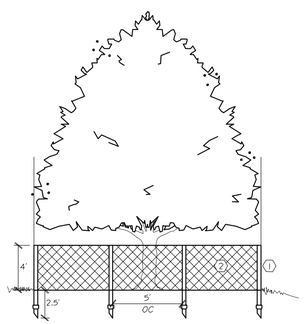


INSTALL AS PER FILTER FABRIC MANUFACTURER'S RECOMMENDATIONS

SILT FENCE DETAIL
NO SCALE

APPROVED: 1 – 2016	City of RAMSEY	STANDARD DETAILS: SILT FENCE
		CITY PLATE No. ERO–1

1 SILT FENCE
NO SCALE



INSTALL TREE PROTECTION DEVICES PRIOR TO START OF LAND DISTURBANCE. MAINTAIN UNTIL FINAL LANDSCAPE IS INSTALLED.

① 6.5' STEEL T–POST, 1.25 lb/LF, POSITION AT DRIPLINE.

② ORANGE, POLYETHYLENE SAFETY NETTING. THREE TIES PER POST.

6 TREE PROTECTION
NO SCALE

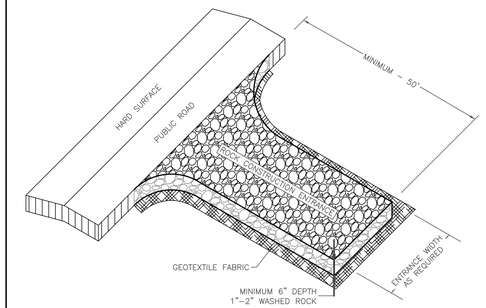
MNDOT 2016 SPEC

NOTE:
1. INSTALLATION OF 4" OF TOPSOIL MEETING MNDOT SPECIFICATION 3877A COMMON TOPSOIL BORROW, MAY BE REQUIRED ACROSS ALL DISTURBED AREAS.
2. A SOIL CERTIFICATION FROM A GEOTECHNICAL FIRM MUST BE PROVIDED VERIFYING THE TOPSOIL MEETS SPECIFICATION ALONG WITH LOAD TICKETS TO VERIFY THE SOURCE OF MATERIAL AND QUANTITY.
3. TOPSOIL MUST COME FROM A CITY APPROVED SOURCE.

MNDOT 2016 SPEC TABLE 3877–1 COMMON TOPSOIL BORROW		
REQUIREMENT	RANGE	TEST METHOD
MATERIAL PASSING THE 3/4 IN [19MM]	100%	ASTM D 422
MATERIAL PASSING NO. 4 [4.75MM]	>85%	–
CLAY	5% – 35%	ASTM D 422
SILT	5% – 70%	ASTM D 422
SAND	10% – 75%	ASTM D 422
ORGANIC MATTER	3% – 15%	ASTM D 2974
pH	6.1–7.8	ASTM G 51

APPROVED: 1 – 2016	City of RAMSEY	STANDARD DETAILS: TOPSOIL REQUIREMENTS
		CITY PLATE No. ERO–6

4 TOPSOIL REQUIREMENTS
NO SCALE



NOTE:
1. MINIMUM CONSTRUCTION ENTRANCE WIDTH EQUAL TO PROPOSED ROADWAY WIDTH.
2. WIDTH OF RADIUS AS REQUIRED TO ENSURE VEHICLES DO NOT TRACK ONTO PUBLIC ROAD.
3. MAINTAINENCE AS REQUIRED TO PREVENT TRACKING ONTO PUBLIC ROADS. THIS MAY REQUIRE TOP DRESSING WITH ADDITIONAL ROCK OR REMOVAL AND REINSTALLATION OF THE ENTRANCE AS NEEDED.

NOT TO SCALE

APPROVED: 1 – 2016	City of RAMSEY	STANDARD DETAILS: ROCK CONSTRUCTION ENTRANCE
		CITY PLATE No. ERO–5

2 ROCK CONSTRUCTION ENTRANCE
NO SCALE

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NATIONAL SELF-STORAGE, LLC
2827 107TH AVENUE
BLAINE, MN 55449

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PROJECT MANAGER REVIEW

BY XX DATE XX.XX.XXXX

CERTIFICATION

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 NOT FOR CONSTRUCTION

Randall C. Neufund
License No: 19576

Signature shown on this plan is the property of the author of original. Wet signed copy of this plan on file at Landform Professional Services, LLC office and is available upon request.

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01-03-2017

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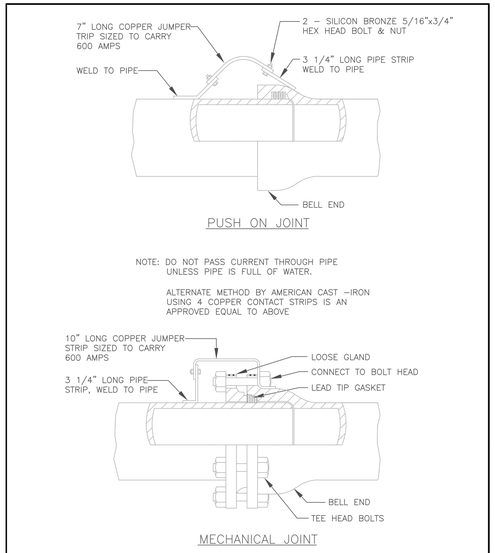
Tel: 612-252-9070
Fax: 612-252-9077
Web: landform.net

FILE NAME C701NSS001.DWG

PROJECT NO. NSS16001

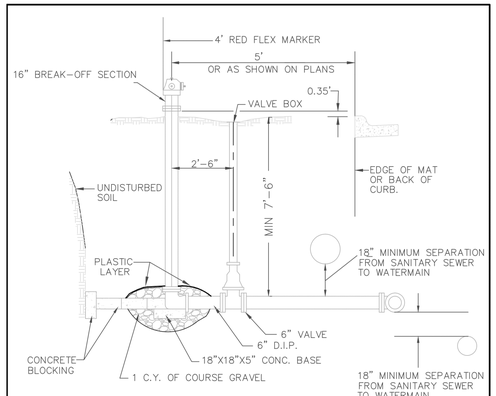
CIVIL CONSTRUCTION DETAILS
C7.1

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APPROVED: 1 – 2016	City of RAMSEY	STANDARD DETAILS: JOINT CONNECTION
		CITY PLATE No. WAT–4

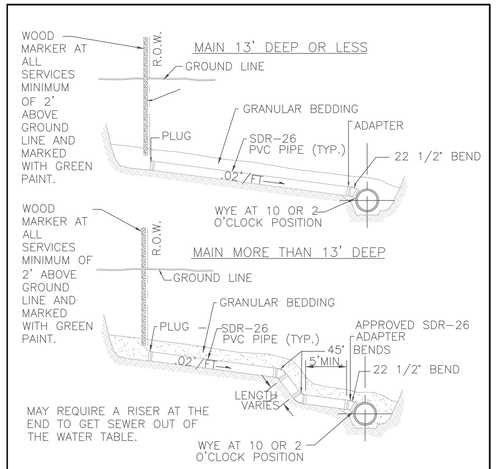
7 JOINT CONNECTION — NO SCALE



NOTES:
1. HYDRANTS TO BE ORDERED FOR 8'–0" BURY. IN AREAS OF EXTRA DEPTH ON THE WATERMAIN, HYDRANTS EXTENSIONS MAY BE REQUIRED.
2. HYDRANTS SHALL BE BLOCKED OR TIED TO THE TEE AT MAIN WITH 2–3/4" DIAMETER TIE RODS. ALL TIE RODS TO BE COAL TAR COATED AFTER INSTALLATION. RESTRAINED JOINT PIPE AND RETAINING GLANDS MAY BE USED.
3. TOP NUT OF HYDRANT 2.5' ABOVE TOP BACK OF CURB OR BITUMINOUS SURFACE.
4. HYDRANTS BURIED BELOW WATER TABLE, DRAIN HOLES NEED TO BE PLUGGED AND HYDRANT MARKED BY PAINTING 5" CAP YELLOW.
5. BRUSH PAINT ALL HYDRANTS AFTER INSTALLATION IS COMPLETE.

APPROVED: 4 – 2016	City of RAMSEY	STANDARD DETAILS: HYDRANT
		CITY PLATE No. WAT–1

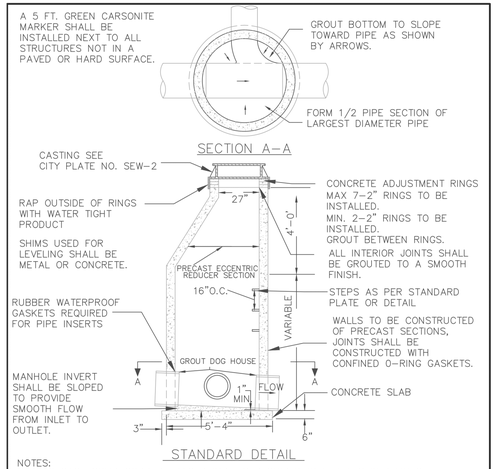
5 HYDRANT — NO SCALE



NOTES:
1. 10 GAGE SOLID COPPER TRACER WIRE IS REQUIRED WITH ALL SEWER LINES
2. CONDUCTIVITY IS REQUIRED ON ALL TRACER WIRE.
3. TRACER WIRE ARE TO END IN STRUCTURES, AT FINISHED GRADE ON ALL SERVICES AND STUBS.

APPROVED: 4 – 2016	City of RAMSEY	STANDARD DETAILS: SANITARY SEWER SERVICE
		CITY PLATE No. SEW–3

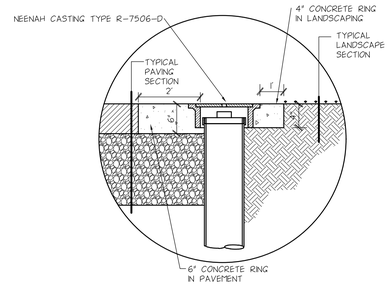
3 SANITARY SEWER SERVICE — NO SCALE

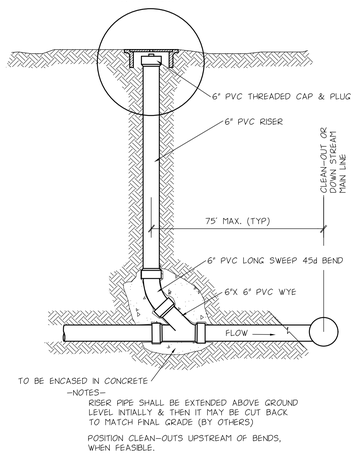


NOTES:
1. A 10 GAGE SOLID COPPER TRACER WIRE IS REQUIRED WITH ALL SEWER LINES.
2. CONDUCTIVITY IS REQUIRED ON ALL TRACER WIRE.
3. TRACER WIRES ARE TO END IN STRUCTURES, AT FINISHED GRADE ON ALL SERVICES AND STUBS.
4. 6" BASE FOR ALL MANHOLES LESS THAN 14 FT. OF DEPTH, INCREASE BASE THICKNESS 2" PER 6 FT. OF DEPTH BEYOND 14 FT.
5. 5" PRECAST BASE MAY BE USED FOR MANHOLES LESS THAN 14 FT. DEEP.
6. ALL INVERTS TO BE 0.10' ABOVE OUTLET.

APPROVED: 1 – 2016	City of RAMSEY	STANDARD DETAILS: SANITARY MANHOLE
		CITY PLATE No. SEW–1

1 SANITARY MANHOLE — NO SCALE

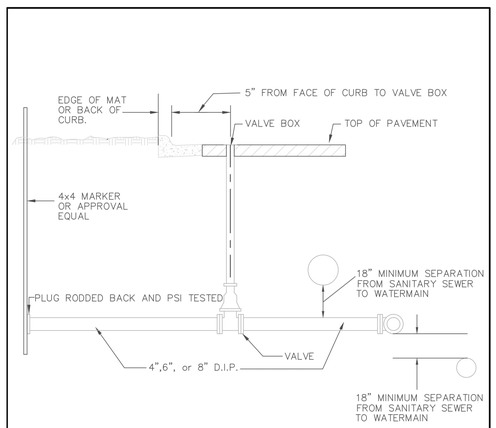




–NOTES–
RISER PIPE SHALL BE EXTENDED ABOVE GROUND LEVEL INTIALLY & THEN IT MAY BE CUT BACK TO MATCH FINAL GRADE (BY OTHERS)

POSITION CLEAN–OUTS UPSTREAM OF BENDS, WHEN FEASBLE.

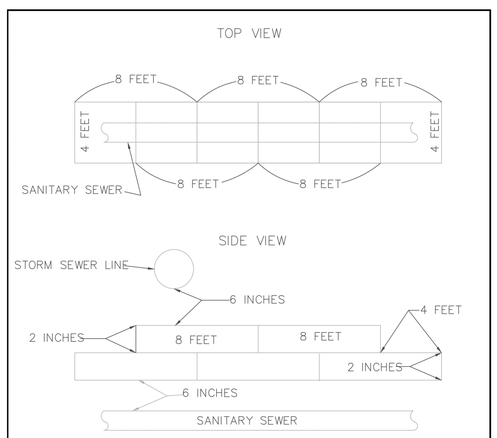
8 CLEAN-OUT STRUCTURE — NO SCALE



NOTES:
1.SHALL BE BLOCKED OR TIED TO THE MAIN WITH 2–3/4" DIAMETER TIE RODS. ALL TIE RODS TO BE COAL TAR COATED AFTER INSTALLATION. RESTRAINED JOINT PIPE AND RETAINING GLANDS MAY BE USED.

APPROVED: 1 – 2016	City of RAMSEY	STANDARD DETAILS: COMMERCIAL SERVICE
		CITY PLATE No. WAT–5

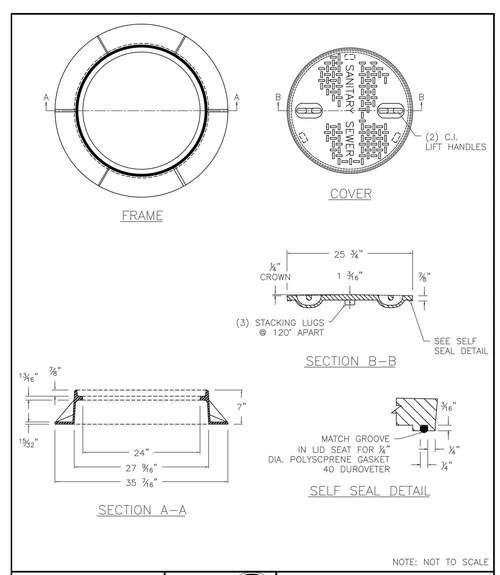
6 COMMERCIAL WATER SERVICE — NO SCALE



NOTES: 1) SHEETS ARE 2 INCHES BY 4 FEET BY 8 FEET
2) SURFACE PREPARATION SHALL BE SMOOTH AND ROCK FREE
3) JOINTS WILL BE OVERLAPPED BY 4 FEET
4) POLYSTYRENE INSULATION OR APPROVED EQUAL

APPROVED: 9 – 2011	City of RAMSEY	STANDARD DETAILS: SANITARY SEWER INSULATION
		CITY PLATE No. SEW–6

4 SANITARY SEWER INSULATION — NO SCALE



NOTE: NOT TO SCALE

APPROVED: 11 – 2015	City of RAMSEY	STANDARD DETAILS: WATER TIGHT CASTING
		CITY PLATE No. SEW–2

2 WATER TIGHT CASTING — NO SCALE

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DEVELOPER

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BLAINE, MN 55449

MUNICIPALITY

City of RAMSEY

PROJECT

REGENCY COMMONS
RAMSEY, MN

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DATE	ISSUE / REVISION	REVIEW
03 JAN 2017	SITE PLAN SUBMITTAL	XXX

PROJECT MANAGER REVIEW
BY XX DATE XX.XX.XXXX

CERTIFICATION

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.

Randall C. Haslund
License No. 18578

Signature shown on the original. Non-conforming copies of original. Wet signed copy of this plan on file at Landform Professional Services, LLC office and is available upon request.

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SITE PLAN SUBMITTAL
01-03-2017

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Suite 513 Fax: 612-252-9077
Minneapolis, MN 55401 Web: landform.net

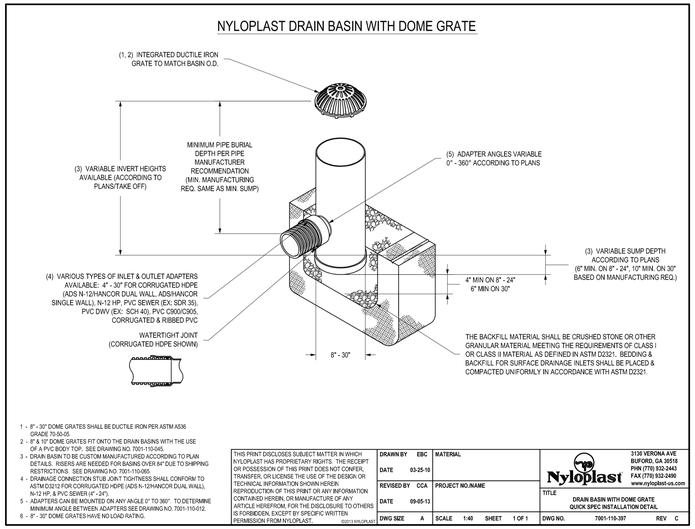
FILE NAME C702NSS001.DWG
PROJECT NO. NSS16001

CIVIL CONSTRUCTION DETAILS
C7.2

SHEET NO. 9/15

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NYLOPLAST DRAIN BASIN WITH DOME GRATE



1 - 6" - 30" DOME GRATES SHALL BE DUCTILE IRON PER ASTM A536 GRADE 70-50-05.
2 - 8" & 10" DOME GRATES FIT ONTO THE DRAIN BASINS WITH THE USE OF A PVC BODY TOP. SEE DRAWING NO. 7001-110-045.
3 - DRAIN BASIN TO BE CUSTOM MANUFACTURED ACCORDING TO PLAN DETAILS. RISERS ARE NEEDED FOR BASINS OVER 84" DUE TO SHIPPING RESTRICTIONS. SEE DRAWING NO. 7001-110-065.
4 - DRAINAGE CONNECTION STUB JOINT TIGHTNESS SHALL CONFORM TO ASTM D3212 FOR CORRUGATED HDPE (ADS N-12/HANCOR DUAL WALL), N-12 HP, & PVC SEWER (4" - 24").
5 - ADAPTERS CAN BE MOUNTED ON ANY ANGLE 0° TO 360°. TO DETERMINE MINIMUM ANGLE BETWEEN ADAPTERS SEE DRAWING NO. 7001-110-012.
6 - 8" - 30" DOME GRATES HAVE NO LOAD RATING.

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DRAWN BY	EBC	MATERIAL	
DATE	03-25-10		
REVISED BY	CCA	PROJECT NO./NAME	
DATE	09-05-13		
DWG SIZE	A	SCALE 1:40 SHEET 1 OF 1	

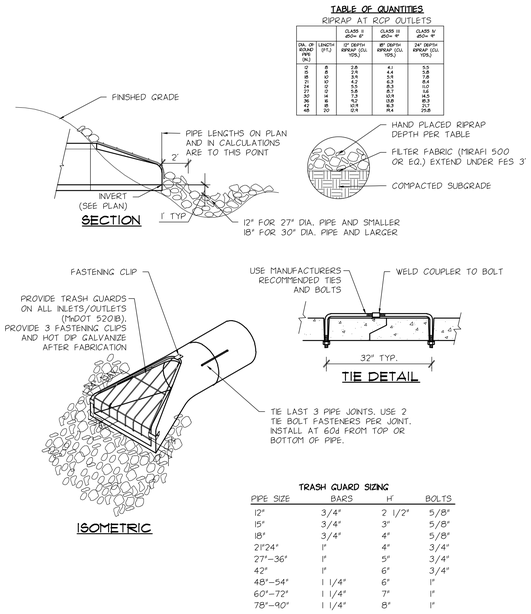
Nyloplast
3128 VERONA AVE
BUFORD, GA 30518
PHN (770) 932-2443
FAX (770) 932-2496
www.nyloplast-us.com

TITLE: DRAIN BASIN WITH DOME GRATE
QUICK SPEC INSTALLATION DETAIL

DWG NO. 7001-110-397 REV C

5 NYLOPLAST CATCHBASIN

NO SCALE

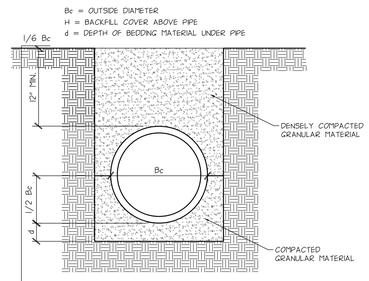


TRASH GUARD SIZING

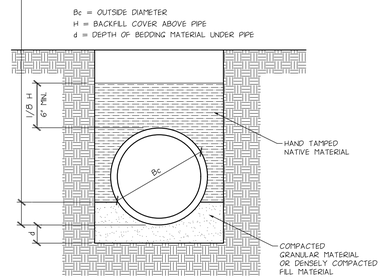
PIPE SIZE	BARS	H'	BOLTS
12"	3/4"	2 1/2"	5/8"
15"	3/4"	3"	5/8"
18"	3/4"	4"	5/8"
21"24"	1"	4"	3/4"
27"-36"	1"	5"	3/4"
42"	1"	6"	3/4"
48"-54"	1 1/4"	6"	1"
60"-72"	1 1/4"	7"	1"
78"-90"	1 1/4"	8"	1"

3 FLARED END SECTION AND TRASH GUARD WITH RIP RAP

NO SCALE



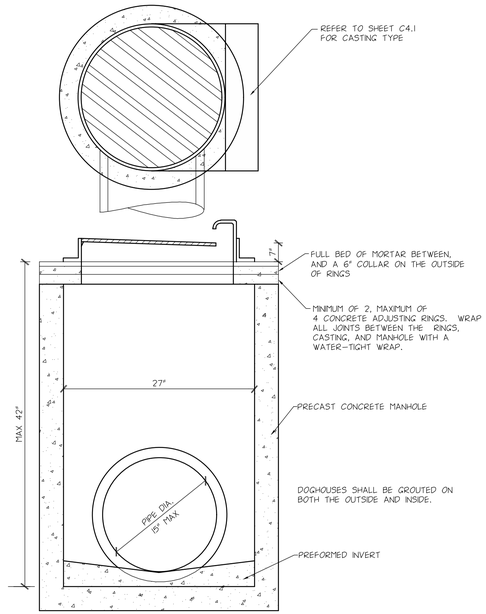
CLASS B BEDDING THE PIPE IS BEDDED IN COMPACTED GRANULAR MATERIAL PLACED UP TO A HEIGHT EQUAL TO ONE-HALF THE OUTSIDE DIAMETER OF THE PIPE. THE DEPTH OF THE GRANULAR BEDDING BELOW THE PIPE IS A MINIMUM OF 3" FOR 27" DIAMETER AND SMALLER PIPE, 6" FOR 66" DIAMETER AND LARGER PIPE, AND 4" FOR INTERMEDIATE SIZES. THE INITIAL FILL MATERIAL SHALL BE DENSELY COMPACTED GRANULAR UP TO A HEIGHT OF 12" OVER THE TOP OF THE PIPE.



CLASS C BEDDING THE PIPE IS BEDDED IN COMPACTED GRANULAR MATERIAL, OR DENSELY COMPACTED FILL MATERIAL UP TO A HEIGHT EQUAL TO ONE-SIXTH THE OUTSIDE DIAMETER OF THE PIPE. THE DEPTH OF THE BEDDING MATERIAL BELOW THE PIPE IS A MINIMUM OF 3" FOR 27" AND SMALLER PIPE, 6" FOR 66" DIAMETER AND LARGSE PIPE, AND 4" FOR INTERMEDIATE SIZES. THE REMAINING SIDEFILL AND BACKFILL MATERIAL IS COMPACTED NATIVE SOILS.

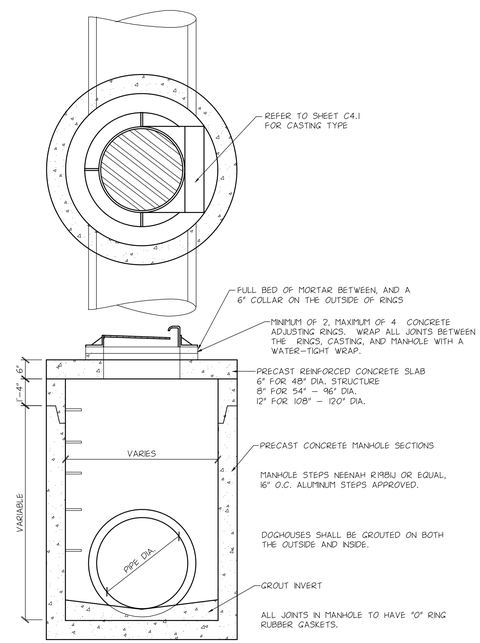
4 PIPE BEDDING

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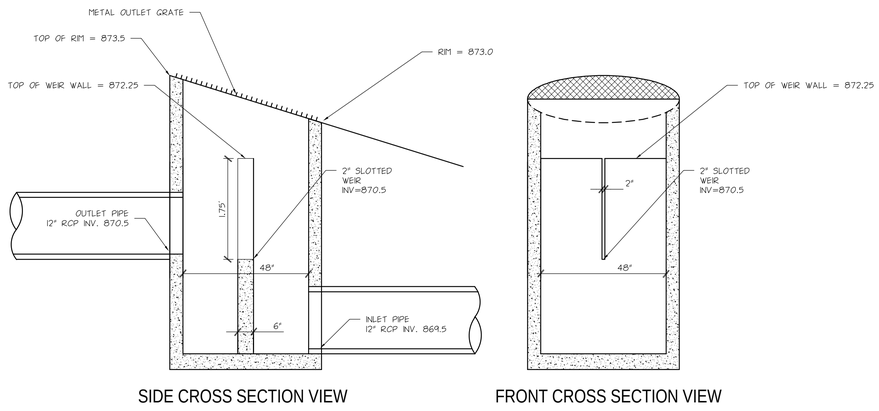
1 27" STORM SEWER CATCH BASIN

NO SCALE



2 STORM SEWER CATCH BASIN MANHOLE

NO SCALE



6 OUTLET CONTROL STRUCTURE

NO SCALE

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NATIONAL SELF-STORAGE, LLC
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BLAINE, MN 55449

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ISSUE / REVISION HISTORY

CONTACT ENGINEER FOR ANY PRIOR HISTORY

DATE	ISSUE / REVISION	REVIEW
03 JAN 2017	SITE PLAN SUBMITTAL	XXX

PROJECT MANAGER REVIEW

BY XX DATE XX.XX.XXXX

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 Professional Engineer under the laws of the state of Minnesota.

Randall C. Hedlund
License No: 19576

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01-03-2017

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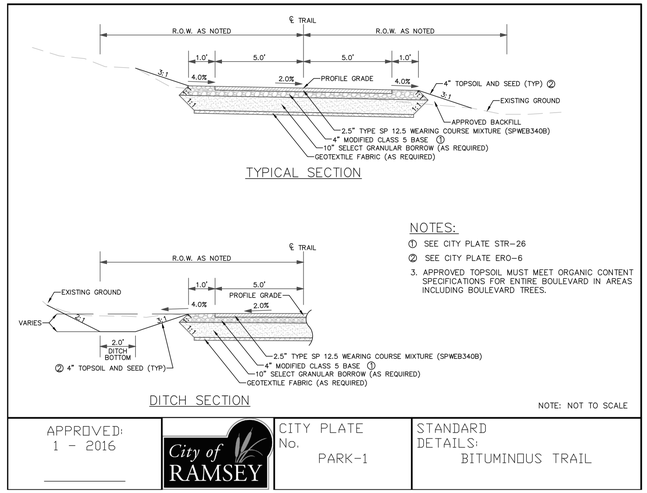
Tel: 612-252-9070
Fax: 612-252-9077
Web: landform.net

FILE NAME	C703NSS001.DWG
PROJECT NO.	NSS16001

CIVIL CONSTRUCTION DETAILS
C7.3

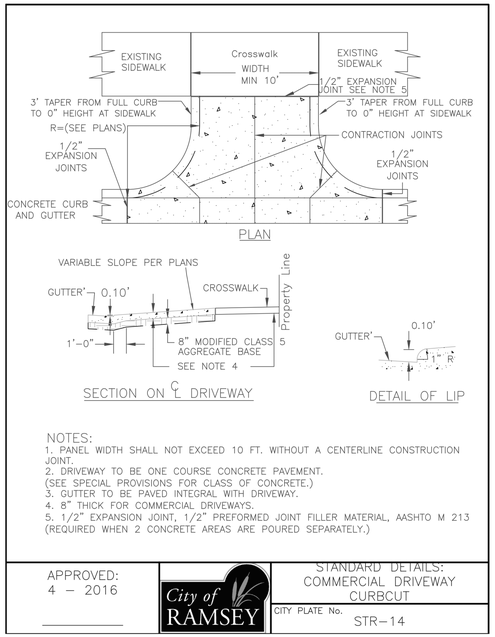
SHEET NO. 10/15

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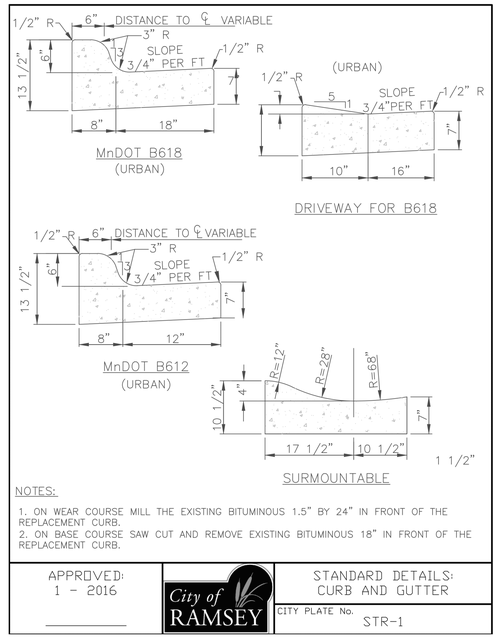
5 BITUMINOUS TRAIL

NO SCALE



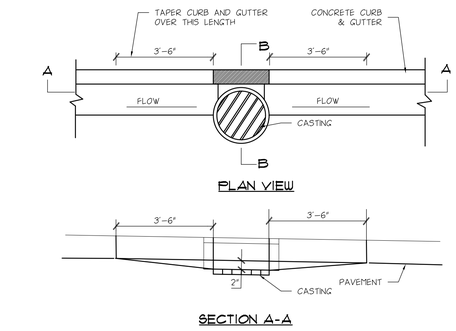
3 COMMERCIAL DRIVEWAY CURBCUT

NO SCALE



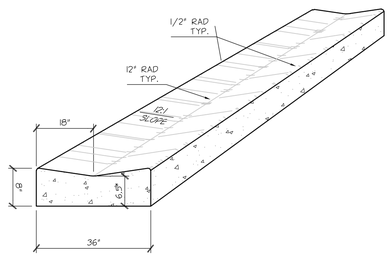
1 CURB AND GUTTER

NO SCALE



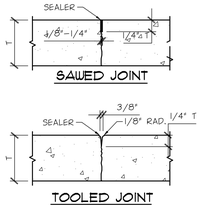
8 CATCH BASIN CASTING SUMP AT CONCRETE CURB AND GUTTER

NO SCALE



6 VALLEY GUTTER

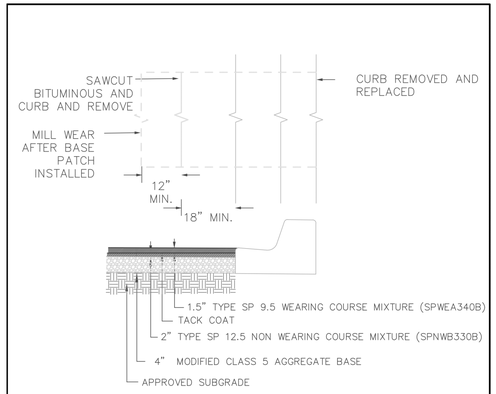
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NOTE: REFER TO SHEET C3.1 FOR PAVEMENT THICKNESS

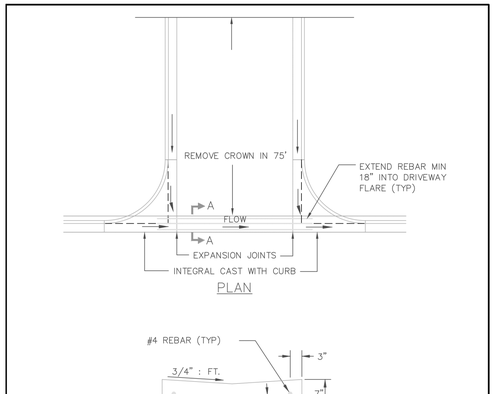
7 CONCRETE PAVEMENT CONTRACTION JOINTS

NO SCALE



4 STREET PATCHING STANDARDS

NO SCALE



2 CROSS GUTTER

NO SCALE

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DEVELOPER

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MUNICIPALITY

City of RAMSEY

PROJECT

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RAMSEY, MN

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Randall C. Neufund
License No: 19576

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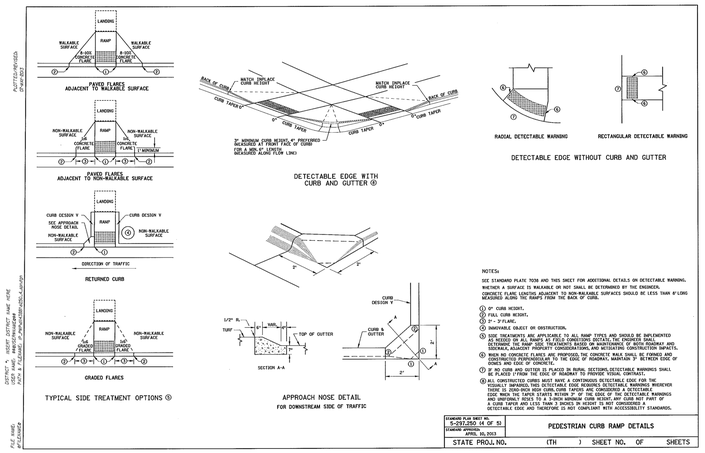
FILE NAME C704KRZ001.DWG

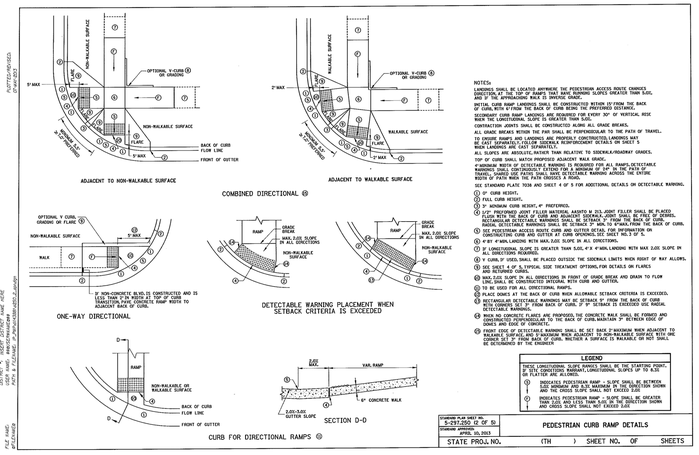
PROJECT NO. NSS16001

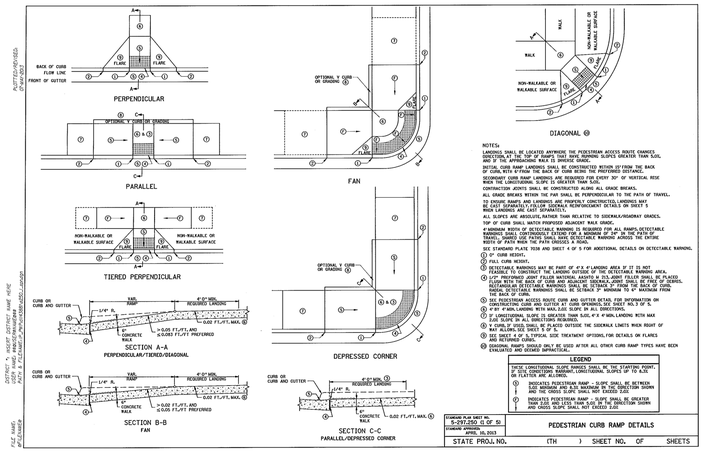
CIVIL CONSTRUCTION DETAILS
C7.4

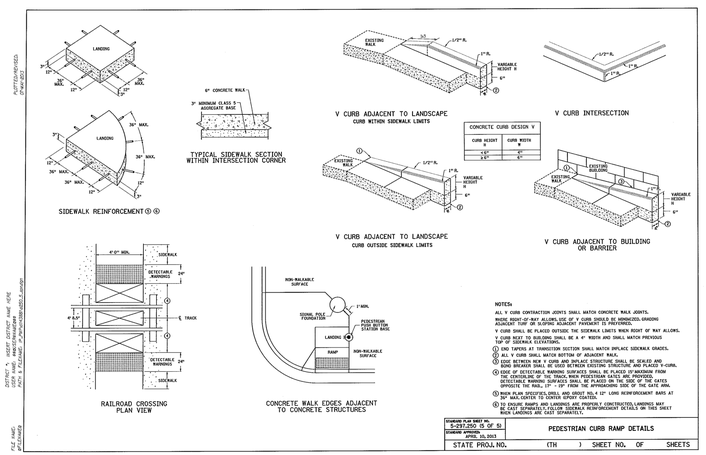
SHEET NO. 11/15

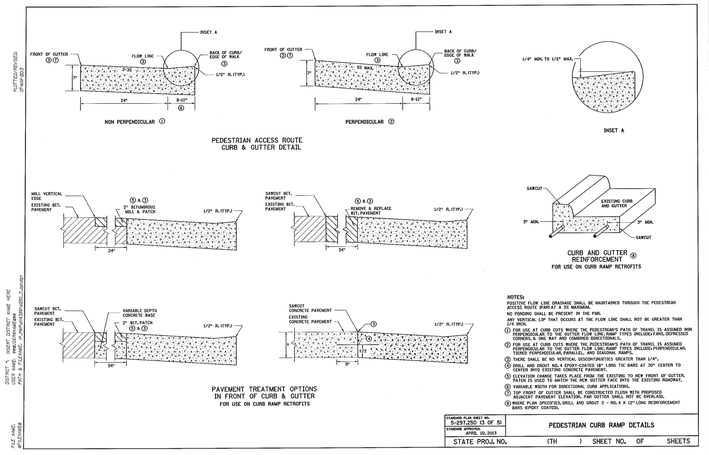
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1 PEDESTRIAN RAMP DETAILS

NO SCALE

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DEVELOPER

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BLAINE, MN 55449

MUNICIPALITY

City of RAMSEY

PROJECT

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PROJECT MANAGER REVIEW

BY XX DATE XX.XX.XXXX

CERTIFICATION

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PRELIMINARY NOT FOR CONSTRUCTION

Randall C. Neufeld

License No: 19576

Date

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01-03-2017

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Minneapolis, MN 55401

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Fax: 612-252-9077
Web: landform.net

FILE NAME C705KRZ001.DWG

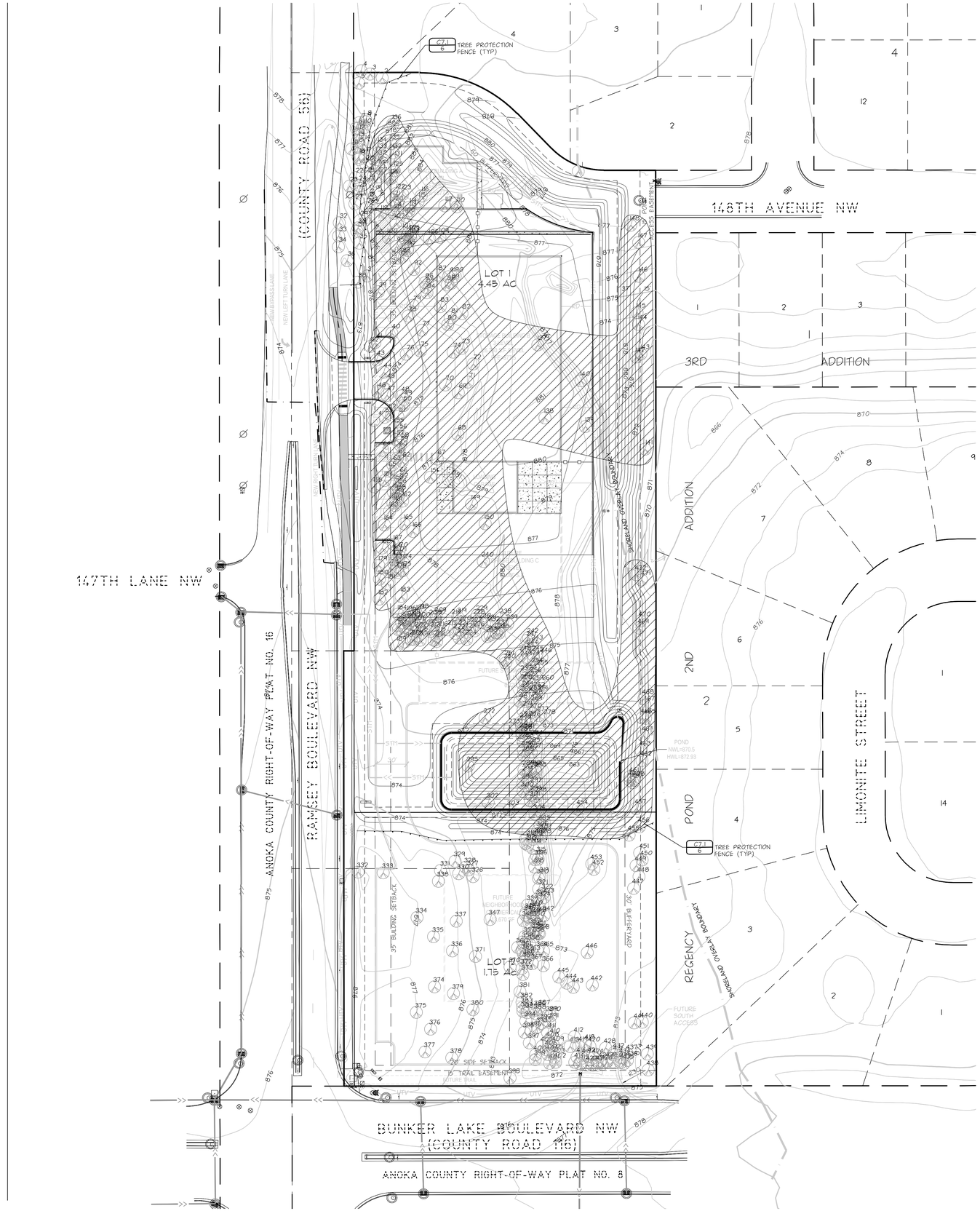
PROJECT NO. NSS16001

CIVIL CONSTRUCTION DEAILS

C7.5

SHEET NO. 12/15

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MITIGATION NUMBERS

Total Sig. Tree Inches:	4272.5
Total Sig. Tree Inches (Exempt):	386
Net Sig. Tree Inches:	3886.5
70% allowable sig. tree removals (threshold):	2720.55
Removal inches (Non-exempt):	2223.0
Removal Inches above threshold:	0
Removal Pecentage:	57.2%
Replacement Inches:	0.00

EXISTING CONDITIONS

BACKGROUND INFORMATION SHOWN IS FROM SURVEY BY LANDFORM, MINNEAPOLIS, MN, ON DECEMBER 07, 2015, EXPRESSLY FOR THIS PROJECT; CITY OF RAMSEY, MN RECORD DRAWINGS; AND UTILITY SERVICE PROVIDERS. LANDFORM OFFERS NO WARRANTY, EXPRESSED OR WRITTEN, FOR INFORMATION PROVIDED BY OTHERS. EXISTING PROJECT CONDITIONS SHALL BE VERIFIED PRIOR TO BEGINNING CONSTRUCTION. ERRORS, INCONSISTENCIES, OR OMISSIONS DISCOVERED SHALL BE REPORTED TO THE ENGINEER.

SEE SHEET L1.2 FOR TREE REMOVAL TABLE

LEGEND

CLEARING AND GRUBBING LIMITS (2.5 ACRES)

Know what's Below. Call before you dig.

NORTH

0 50 100

DEVELOPER

NATIONAL SELF-STORAGE, LLC
2827 107TH AVENUE
BLAINE, MN 55449

MUNICIPALITY

City of RAMSEY

PROJECT

REGENCY COMMONS
RAMSEY, MN

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01-03-2017

LANDFORM
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Tel: 612-252-9070
Fax: 612-252-9077
Web: landform.net

FILE NAME L101NSS001.DWG

PROJECT NO. NSS16001

TREE PRESERVATION PLAN

L1.1

SHEET NO. 13/15

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Tree #	Species	Cal. In.	Condition	Removed
1	Elm, Siberian	10.0	Fair	
2	Elm, Siberian	9.5	Good	
3	Pine, Scots	18.0	Good	
4	Elm, Siberian	10.0	Fair	
5	Elm, Siberian	8.0	Fair	
6	Boxelder	10.0	Fair	
7	Elm, Siberian	8.0	Good	
8	Pine, Scots	13.5	Fair	
9	Pine, Scots	11.5	Fair	
10	Pine, Scots	13.0	Good	
11	Pine, Scots	14.5	Good	
12	Pine, Scots	11.5	Good	
13	Pine, Scots	10.0	Good	
14	Pine, Scots	21.0	Fair	
15	Pine, Scots	10.5	Good	
16	Elm, Siberian	10.0	Fair	
17	Pine, Scots	10.0	Fair	
18	Pine, Scots	5.0	Fair	
19	Pine, Scots	16.0	Good	
20	Pine, Scots	14.0	Good	X
21	Pine, Scots	12.0	Fair	X
22	Pine, Scots	15.0	Fair	
23	Elm, Siberian	14.0	Fair	
24	Pine, Scots	11.5	Good	
25	Pine, Scots	16.5	Good	
26	Pine, Scots	10.0	Good	X
27	Elm, Siberian	9.5	Good	
28	Pine, Scots	17.0	Good	X
29	Pine, Scots	14.5	Good	X
30	Pine, Scots	14.5	Good	X
31	Pine, Scots	14.0	Good	X
32	Elm, Siberian	9.0	Fair	
33	Elm, Siberian	10.5	Good	
34	Elm, Siberian	10.5	Good	
35	Pine, Scots	13.5	Good	
36	Elm, Siberian	13.5	Fair	
37	Pine, Scots	19.0	Fair	
38	Elm, Siberian	17.0	Fair	
39	Elm, Siberian	37.0	Fair	X
40	Elm, Siberian	9.5	Fair	X
41	Elm, Siberian	13.5	Fair	X
42	Elm, Siberian	19.0	Fair	X
43	Elm, Siberian	18.0	Fair	X
44	Elm, Siberian	11.0	Fair	X
45	Pine, red	5.0	Good	X
46	Elm, Siberian	11.5	Good	X
47	Pine, red	5.5	Good	X
48	Pine, red	6.0	Good	X
49	Pine, red	5.0	Good	X
50	Pine, red	4.5	Good	X
51	Pine, red	6.0	Fair	X
52	Elm, Siberian	13.0	Fair	X
53	Elm, Siberian	12.0	Fair	X
54	Elm, Siberian	12.0	Fair	X
55	Pine, red	5.0	Good	X
56	Pine, red	5.0	Good	X
57	Pine, red	4.5	Good	X
58	Pine, red	5.0	Good	X
59	Pine, red	4.5	Good	X
60	Pine, red	5.5	Good	X
61	Pine, red	6.0	Good	X
62	Pine, red	5.0	Good	X
63	Pine, Scots	4.5	Fair	X
64	Elm, Siberian	9.0	Fair	X
65	Elm, Siberian	13.0	Good	X
66	Pine, red	5.5	Good	X
67	Pine, Scots	6.5	Good	X
68	Elm, Siberian	9.0	Good	X
69	Elm, Siberian	13.0	Fair	X
70	Elm, Siberian	12.0	Fair	X
71	Elm, Siberian	17.0	Fair	X
72	Elm, Siberian	16.0	Fair	X
73	Pine, Scots	13.5	Good	X
74	Elm, Siberian	14.0	Fair	X
75	Ash,green	10.5	Fair	X
76	Elm, Siberian	12.0	Fair	X
77	Pine, red	5.0	Good	X
78	Pine, red	7.5	Good	X
79	Elm, Siberian	15.0	Fair	X
80	Pine, Scots	9.0	Good	X
81	Pine, Scots	11.0	Fair	X
82	Pine, Scots	10.0	Fair	X
83	Pine, Scots	7.5	Fair	X
84	Pine, red	5.5	Good	X
85	Pine, red	4.5	Good	X
86	Pine, red	4.5	Good	X
87	Elm, Siberian	8.0	Fair	X
88	Elm, Siberian	12.0	Fair	X
89	Pine, Scots	8.5	Good	X
90	Pine, Scots	12.0	Good	X
91	Pine, Scots	15.0	Fair	X
92	Elm, Siberian	16.0	Fair	X
93	Pine, red	5.0	Good	X
94	Pine, red	4.5	Good	X
95	Pine, red	4.5	Good	X
96	Pine, red	5.5	Good	X
97	Pine, red	4.5	Good	X
98	Pine, red	4.0	Good	X
99	Pine, Scots	5.0	Good	X
100	Pine, Scots	6.5	Good	X
101	Pine, Scots	5.5	Good	X
102	Pine, Scots	8.0	Good	X
103	Pine, Scots	6.5	Fair	X
104	Pine, Scots	11.0	Good	X
105	Pine, Scots	10.5	Good	X
106	Pine, Scots	4.0	Good	X
107	Pine, Scots	6.0	Good	X
108	Pine, Scots	6.0	Good	X
109	Elm, Siberian	16.0	Fair	X
110	Elm, Siberian	9.5	Fair	X
111	Elm, Siberian	28.0	Fair	X
112	Elm, Siberian	11.0	Fair	X
113	Pine, Scots	9.0	Good	X
114	Elm, Siberian	11.0	Good	X
115	Pine, Scots	4.0	Good	X
116	Pine, Scots	4.5	Fair	X
117	Pine, Scots	8.0	Good	X
118	Pine, Scots	4.5	Good	X
119	Elm, American	10.0	Fair	X
120	Pine, Scots	11.5	Good	X
121	Pine, Scots	8.0	Good	X
122	Pine, Scots	5.0	Fair	X
123	Elm, Siberian	8.5	Fair	X
124	Pine, Scots	8.0	Good	X
125	Elm, Siberian	9.5	Good	X
126	Pine, Scots	4.0	Fair	X
127	Pine, Scots	5.5	Fair	X
128	Pine, Scots	6.5	Fair	X
129	Pine, Scots	7.0	Fair	X
130	Pine, Scots	4.5	Fair	X
131	Pine, Scots	8.0	Fair	X
132	Elm, Siberian	12.0	Fair	X
133	Pine, Scots	8.5	Good	X
134	Pine, Scots	9.0	Good	X
135	Elm, Siberian	13.0	Good	X
136	Elm, Siberian	20.0	Fair	X
137	Elm, Siberian	8.0	Fair	X
138	Cottonwood	11.0	Good	X
139	Elm, Siberian	10.0	Fair	X
140	Elm, Siberian	8.5	Good	X
141	Elm, Siberian	8.0	Good	X
142	Elm, Siberian	8.5	Good	X
143	Cottonwood	8.5	Good	X
144	Elm, Siberian	12.0	Fair	X
145	Elm, Siberian	8.5	Good	X
146	Elm, Siberian	9.0	Good	X
147	Elm, Siberian	16.0	Fair	X
148	Elm, Siberian	9.0	Fair	X
149	Elm, Siberian	15.5	Fair	X
150	Elm, Siberian	26.0	Fair	X
151	Elm, Siberian	9.0	Fair	X
152	Pine, red	5.5	Good	X
153	Pine, red	4.5	Good	X
154	Pine, red	4.5	Good	X
155	Elm, Siberian	17.0	Fair	X
156	Pine, red	4.5	Good	X
157	Pine, red	5.5	Good	X
158	Pine, red	5.5	Good	X
159	Pine, red	4.5	Good	X
160	Pine, red	4.0	Good	X
161	Pine, red	5.0	Good	X
162	Pine, red	6.5	Good	X
163	Elm, Siberian	13.0	Fair	X
164	Pine, red	6.5	Fair	X
165	Elm, Siberian	9.0	Fair	X
166	Pine, Scots	6.5	Good	X
167	Pine, red	9.0	Fair	X
168	Pine, red	5.5	Good	X
169	Pine, red	4.5	Good	X
170	Pine, red	4.5	Good	X
171	Pine, red	4.5	Good	X
172	Pine, red	6.0	Good	X
173	Pine, red	5.0	Good	X
174	Elm, Siberian	11.0	Fair	X
175	Pine, red	5.0	Fair	X
176	Pine, red	4.5	Good	X
177	Pine, red	5.5	Good	X
178	Pine, red	4.0	Good	X
179	Elm, Siberian	10.0	Fair	X
180	Elm, Siberian	10.5	Fair	X
181	Pine, red	5.0	Good	X
182	Elm, Siberian	16.0	Fair	X
183	Pine, red	5.0	Good	X
184	Pine, red	6.0	Good	X
185	Pine, Scots	8.0	Good	X
186	Pine, red	4.0	Fair	X
187	Pine, red	4.0	Good	X
188	Pine, red	4.5	Good	X
189	Cottonwood	11.0	Good	X
190	Pine, red	4.0	Good	X
191	Pine, red	4.5	Good	X
192	Pine, red	4.0	Good	X
193	Pine, red	4.5	Good	X
194	Pine, red	4.5	Good	X
195	Pine, red	6.0	Good	X
196	Pine, red	4.5	Good	X
197	Pine, red	5.5	Good	X
198	Pine, red	6.0	Good	X
199	Pine, red	5.5	Good	X
200	Pine, red	6.5	Good	X
201	Pine, red	4.5	Good	X
202	Pine, red	4.5	Good	X
203	Pine, red	5.5	Good	X
204	Pine, red	4.5	Good	X
205	Pine, red	4.5	Good	X
206	Pine, red	6.0	Good	X
207	Pine, red	5.5	Good	X
208	Pine, red	4.5	Good	X
209	Pine, red	6.0	Good	X
210	Pine, red	5.5	Good	X
211	Pine, red	6.5	Good	X
212	Pine, red	4.5	Good	X
213	Pine, red	6.0	Good	X
214	Pine, red	7.0	Fair	X
215	Pine, red	5.0	Good	X
216	Pine, red	4.5	Good	X
217	Pine, red	4.5	Good	X
218	Pine, red	4.5	Good	X
219	Pine, red	7.5	Good	X
220	Pine, red	6.5	Good	X
221	Pine, red	4.0	Good	X
222	Pine, red	4.5	Good	X
223	Pine, red	6.5	Good	X
224	Pine, red	4.0	Good	X
225	Elm, Siberian	8.0	Good	X
226	Pine, red	4.0	Good	X
227	Pine, red	5.5	Good	X
228	Pine, red	5.5	Good	X
229	Pine, red	5.5	Good	X
230	Pine, red	4.5	Good	X
231	Pine, red	5.5	Good	X
232	Pine, red	4.5	Good	X
233	Cottonwood	21.5	Good	X
234	Cottonwood	14.5	Good	X
235	Pine, red	5.5	Good	X
236	Pine, red	5.0	Good	X
237	Pine, red	6.0	Good	X
238	Pine, red	6.5	Good	X
239	Pine, red	12.0	Fair	X
240	Elm, Siberian	22.0	Fair	X
241	Pine, red	7.0	Good	X
242	Pine, red	11.5	Fair	X
243	Pine, red	4.5	Good	X
244	Pine, red	9.0	Good	X
245	Pine, red	7.0	Good	X
246	Pine, red	4.5	Fair	X
247	Pine, red	7.0	Good	X
248	Pine, red	7.5	Good	X
249	Pine, red	7.5	Good	X
250	Elm, American	14.0	Good	X
251	Boxelder	22.0	Fair	X
252	Pine, red	6.0	Fair	X
253	Pine, red	7.0	Good	X
254	Elm, Siberian	16.0	Good	X
255	Pine, red	4.5	Good	X
256	Pine, red	11.5	Fair	X
257	Pine, red	7.5	Good	X
258	Pine, red	4.5	Good	X
259	Pine, red	7.0	Good	X
260	Pine, red	6.5	Good	X
261	Elm, Siberian	13.0	Fair	X
262	Pine, red	7.0	Good	X
263	Pine, red	5.0	Good	X
264	Pine, red	9.0	Good	X
265	Pine, red	8.0	Good	X
266	Pine, red	7.5	Good	X
267	Pine, red	7.5	Good	X
268	Pine, red	7.0	Good	X
269	Pine, red	4.0	Fair	X
270	Pine, red	7.5	Good	X
271	Pine, red	8.5	Good	X
272	Boxelder	26.0	Fair	X
273	Boxelder	21.0	Fair	X
274	Pine, red	7.0	Good	X
275	Pine, red	6.5	Good	X
276	Pine, red	8.0	Good	X
277	Pine, red	6.0	Good	X
278	Pine, red	11.5	Good	X
279	Pine, red	7.5	Good	X
280	Pine, red	6.5	Good	X
281	Pine, red	4.5	Good	X
282	Pine, red	6.5	Fair	X
283	Pine, red	7.5	Good	X
284	Pine, red	10.5	Good	X
285	Pine, red	6.5	Fair	X
286	Pine, red	8.0	Good	X
287	Pine, red	9.0	Good	X
288	Pine, red	8.0	Good	X
289	Pine, red	6.0	Good	X
290	Pine, red	8.0	Good	X
291	Pine, red	6.0	Good	X
292	Pine, red	6.5	Good	X
293	Pine, red	10.0	Good	X
294	Pine, red	7.0	Good	X
295	Boxelder	18.0	Fair	X
296	Pine, red	10.5	Good	X
297	Pine, red	8.0	Good	X
298	Pine, red	11.0	Good	X
299	Pine, red	6.0	Good	X
300	Pine, red	8.5	Good	X
301	Pine, red	8.5	Good	X
302	Elm, Siberian	8.5	Good	X
303	Boxelder	65.0	Fair	X
304	Pine, red	8.5	Good	X
305	Pine, red	6.0	Good	X
306	Pine, red	4.5	Good	X
307	Pine, red	5.0	Fair	X
308	Pine, red	5.0	Good	X
309	Pine, red	7.5	Good	X
310	Pine, red	5.5	Good	X
311	Pine, red	8.5	Good	X
312	Pine, red	7.0	Good	
313	Pine, red	6.0	Fair	
314	Pine, red	6.5	Good	
315	Pine, red	7.0	Good	
316	Pine, red	7.5	Fair	
317	Pine, red	8.5	Good	
318	Pine, red	8.0	Good	
319	Pine, red	8.5	Good	
320	Pine, red	7.5	Good	
321	Pine, red	9.0	Good	
322	Pine, red	7.5	Good	
323	Pine, red	8.0	Good	
324	Pine, red	5.0	Good	
325	Pine, red	8.0	Good	
326	Aspen	9.5	Good	
327	Aspen	8.0	Good	
328	Aspen	8.0	Good	
329	Ash, green	26.5	Good	
330	Aspen	15.0	Fair	
331	Aspen	9.5	Fair	
332	Cottonwood	12.0	Good	
333	Ash, green	13.0	Fair	
334	Elm, Siberian	24.0	Fair	
335	Ash, green	10.0	Fair	
336	Redcedar	12.0	Good	
337	Redcedar	6.0	Good	
338	Aspen	9.0	Fair	
339	Pine, red	6.0	Good	
340	Pine, red	8.0	Good	
341	Pine, red	4.5	Good	
342	Pine, Scots	13.5	Good	
343	Pine, red	5.5	Good	
344	Pine, red	6.5	Good	
345	Pine, red	7.5	Good	
346	Pine, red	7.0	Good	
347	Elm, Siberian	9.0	Fair	
348	Pine, red	6.5	Good	
349	Pine, red	4.5	Good	
350	Pine, red	7.5	Good	
351	Pine, red	8.0	Good	
352	Pine, red	7.5	Good	
353	Pine, red	4.5	Fair	
354	Pine, red	7.0	Fair	
355	Pine, red	7.5	Good	
356	Pine, red	5.0	Good	
357	Pine, red	8.0	Good	
358	Pine, red	6.5	Good	
359	Pine, red	6.5	Good	
360	Elm, Siberian	9.0	Good	
361	Pine, red	8.0	Good	
362	Pine, red	8.5	Good	
363	Pine, red	4.5	Good	
364	Elm, Siberian	30.0	Fair	
365	Pine, red	5.5	Fair	
366	Pine, red	8.0	Good	
367	Pine, red	7.5	Good	
368	Pine, red	7.5	Good	
369	Pine, red	8.0	Good	
370	Boxelder	15.0	Fair	
371	Elm, Siberian	23.0	Fair	
372	Pine, red	8.0	Good	
373	Pine, red	10.5	Good	
374	Redcedar	4.0	Good	
375	Elm, Siberian	21.0	Fair	
376	Elm, Siberian	29.0	Fair	
377	Elm, Siberian	25.0	Fair	
378	Redcedar	4.5	Good	
379	Elm, Siberian	8.5	Good	
380	Elm, Siberian	25.0	Fair	
381	Pine, red	9.0	Good	
382	Pine, red	9.5	Good	
383	Pine, red	6.0	Good	
384	Pine, red	7.0	Fair	
385	Elm, Siberian	22.0	Fair	
386	Pine, red	7.5	Good	
387	Pine, red	5.0	Good	
388	Pine, red	7.0	Good	
389	Pine, red	7.0	Good	
390	Elm, Siberian	19.0	Fair	
391	Pine, red	5.0	Good	
392	Pine, red	5.0	Good	
393	Pine, red	5.5	Good	
394	Pine, red	9.5	Good	
395	Pine, red	9.0	Good	
396	Pine, red	5.0	Good	
397	Elm, Siberian	18.0	Fair	
398	Elm, Siberian	9.5	Good	
399	Elm, Siberian	9.0	Good	
400	Pine, red	7.0	Good	
401	Pine, red	8.5	Good	
402	Pine, red	6.0	Good	
403	Pine, red	6.0	Good	
404	Pine, red	5.0	Good	
405	Pine, red	5.0	Good	
406	Pine, red	7.0	Good	
407	Pine, red	7.0	Good	
408	Pine, red	6.0	Good	
409	Pine, red	7.0	Good	
410	Pine, red	4.5	Good	
411	Pine, red	5.5	Good	
412	Elm, Siberian	23.0	Fair	
413	Pine, red	6.5	Good	
414	Pine, red	9.5	Good	
415	Pine, red	5.5	Good	
416	Pine, red	7.5	Good	
417	Pine, red	5.5	Good	
418	Pine, red	4.5	Good	
419	Pine, red	4.0	Good	
420	Pine, red	6.5	Good	
421	Pine, red	6.5	Good	
422	Pine, red	6.0	Good	
423	Pine, red	7.0	Good	
424	Pine, red	6.0	Good	
425	Pine, red	6.5	Good	
426	Pine, red	6.5	Good	
427	Pine, red	8.0	Good	
428	Pine, red	8.0	Good	
429	Pine, red	8.0	Good	
430	Pine, red	7.0	Good	
431	Pine, red	5.0	Good	
432	Pine, red	5.0	Good	
433	Pine, red	6.5	Good	
434	Pine, red	9.0	Good	
435	Pine, red	7.5	Good	
436	Cottonwood	13.0	Good	
437	Pine, red	6.0	Fair	
438	Pine, red	9.0	Good	
439	Pine, red	7.0	Good	
440	Elm, Siberian	10.0	Good	
441	Elm, Siberian	8.5	Good	
442	Elm, Siberian	13.0	Fair	
443	Elm, Siberian	9.0	Fair	
444	Elm, Siberian	8.5	Fair	
445	Elm, Siberian	9.0	Fair	
446	Elm, Siberian	8.5	Fair	
447	Elm, Siberian	10.0	Fair	
448	Elm, Siberian	13.0	Fair	
449	Elm, Siberian	10.0	Fair	
450	Elm, Siberian	10.5	Fair	
451	Elm, Siberian	9.0	Good	
452	Elm, Siberian	10.0	Fair	
453	Elm, Siberian	13.0	Fair	
454	Boxelder	11.0	Fair	
455	Elm, Siberian	12.0	Fair	X
456	Elm, Siberian	12.0	Fair	X
457	Cottonwood	12.5	Good	X
458	Cottonwood	12.5	Good	X
459	Cottonwood	8.5	Fair	X
460	Cottonwood	8.5	Fair	X
461	Elm, Siberian	12.0	Fair	X
462	Elm, Siberian	21.0	Fair	X
463	Elm, Siberian	15.0	Fair	X
464	Elm, Siberian	21.0	Fair	X
465	Elm, Siberian	12.0	Fair	X
466	Elm, Siberian	8.0	Good	X
467	Elm, Siberian	8.5	Good	X
468	Elm, Siberian	12.0	Fair	X
469	Elm, Siberian	8.5	Fair	X
470	Elm, Siberian	8.0	Good	X
471	Elm, Siberian	9.0	Fair	X
472	Elm, Siberian	9.5	Fair	X

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DEVELOPER

NATIONAL SELF-STORAGE, LLC
2827 107TH AVENUE
BLAINE, MN 55449

MUNICIPALITY

City of RAMSEY

PROJECT

REGENCY COMMONS
RAMSEY, MN

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ISSUE / REVISION HISTORY

CONTACT ENGINEER FOR ANY PRIOR HISTORY

DATE	ISSUE / REVISION	REVIEW
03 JAN 2017	SITE PLAN SUBMITTAL	XXX

PROJECT MANAGER REVIEW

BY XX DATE XX.XX.XXXX

CERTIFICATION

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.

Randall C. Haglund

License No: 19576

Signature shown is an electronic image of original. Wet signed copy of this plan on file at Landform Professional Services, LLC office and is available upon request.

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SITE PLAN SUBMITTAL
01-03-2017

LANDFORM
From Site to Finish

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Suite 513
Minneapolis, MN 55401

Tel: 612-252-9070
Fax: 612-252-9077
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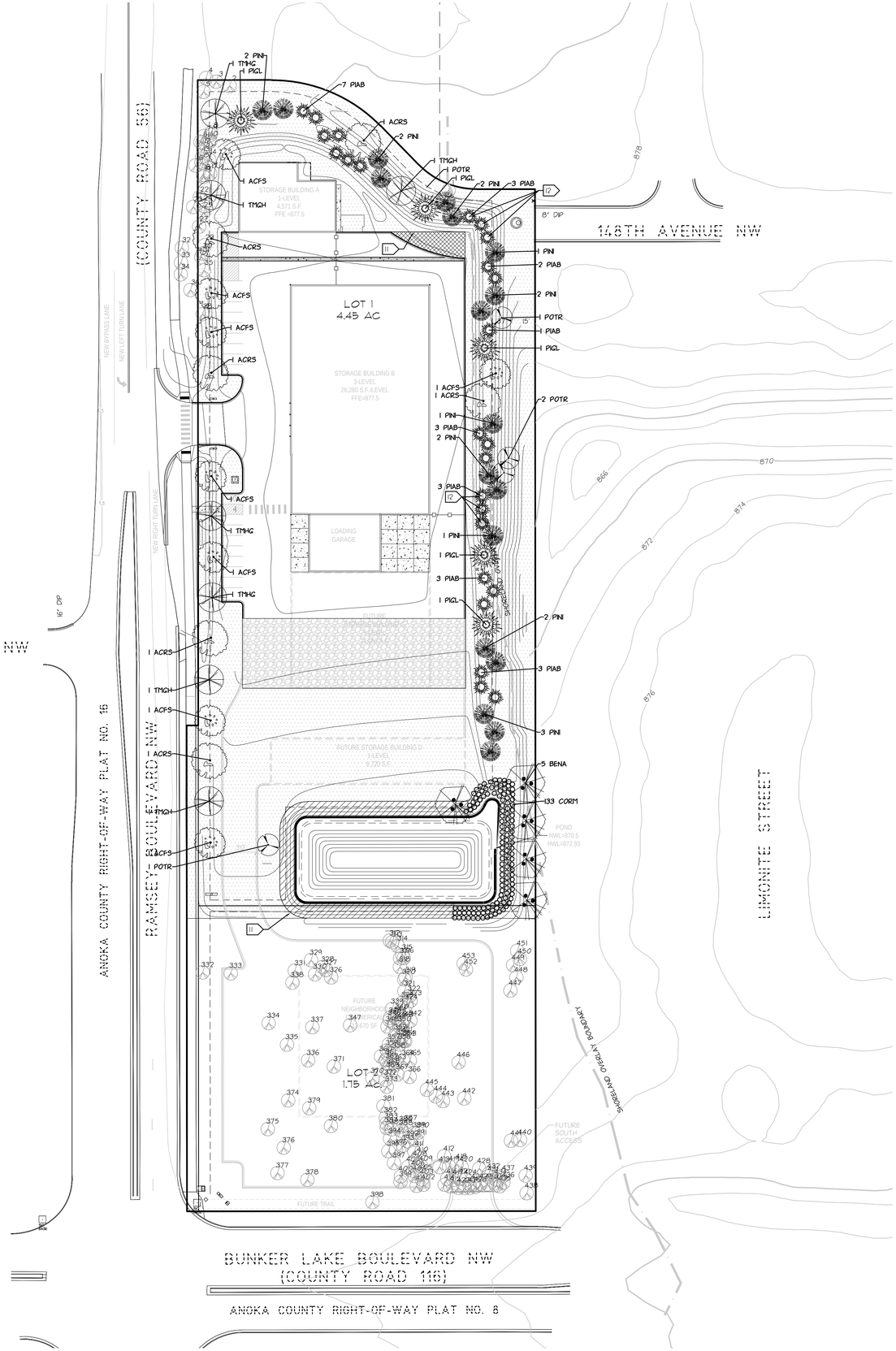
PROJECT NO. NSS16001

TREE PRESERVATION TABLE

L1.2

SHEET NO. 14/15

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LANDSCAPE REQUIREMENTS

CITY OF RAMSEY, MN CITY CODE:
1 TREE PER 50 LINEAL FEET OF SITE PERIMETER (GREATER THAN BUILDING FOOTPRINT AREA REQUIREMENTS) = 45 TREES
BUFFERYARDS REQUIRE A 30% (OF TOTAL REQUIREMENTS) ADDITIONAL INCREASE OF LANDSCAPE PLANTINGS = 13.5 TREES
TOTAL TREES REQUIRED = 59
PROPOSED PLAN = 78 TREES
1 SHRUB PER 300 SQUARE FEET OF BUILDING FOOTPRINT AREA (GREATER THAN THE SITE PERIMETER REQUIREMENTS) = 102 SHRUBS
BUFFERYARD ADDITIONAL REQUIREMENTS = 31 SHRUBS
TOTAL SHRUBS REQUIRED = 133
PROPOSED PLAN = 133 SHRUBS

LANDSCAPE SCHEDULE

KEY	COUNT	SCIENTIFIC NAME	COMMON NAME	MATURE SIZE	PLANTING SIZE	ROOT COND.
ACFS	8	ACER X FREEMANII 'SIENNA'	SIENNA GLEN MAPLE	50'H X 30'W	2.5" CAL	B&B
ACRS	6	ACER RUBRUM 'RED SUNSET'	RED SUNSET RED MAPLE	50'H X 40'W	2.5" CAL	B&B
TMHG	7	TILIA MONGOLICA 'HARVEST GOLD'	HARVEST GOLD MONGOLIAN LINDEN	40'H x 30'W	2.5" CAL	B&B
BENA	5	BETULA NIGRA	RIVER BIRCH	60'H X 45'W	2.5" CAL	B&B
POTR	4	POPULUS TREMULOIDES	QUAKING ASPEN	50'H X 20'W	2.5" CAL	B&B
PIAB	25	PICEA ABIES	NORWAY SPRUCE	50'H X 25'W	6'	B&B
PIGL	5	PICEA GLAUCA	WHITE SPRUCE	50'H X 20'W	6'	B&B
PIN	18	PINUS NIGRA	AUSTRIAN PINE	50'H X 30'W	6'	B&B
CORM	133	CORNUS RACEMOSA 'MUSZAM'	MUSKINGUM GRAY DOGWOOD	3'H X 5'W	#5	CONT.

LEGEND

: DENOTES AREA TO BE SODDED

: DENOTES AREA TO BE BWSR SEED MIX NO. W7 (WETLAND FRINGE / SHORELAND BUFFER)

: DENOTES AREA TO BE ONE AND A HALF (1-1/2") INCH RIVER ROCK MULCH OVER WEED BARRIER FABRIC (TO A DEPTH OF THREE (3") INCHES).

LANDSCAPE NOTES

1. CONTACT UTILITY SERVICE PROVIDERS FOR FIELD LOCATION OF SERVICES 72 HOURS PRIOR TO BEGINNING.
2. COORDINATE INSTALLATION WITH CONTRACTORS PERFORMING RELATED WORK.
3. SEED MIXTURES SHALL BE AS DEFINED IN CURRENT MNDOT SEEDING MANUAL. NATIVE SEEDS SHALL BE OF MINNESOTA (OR AS SPECIFIED) ORIGIN AND CERTIFIED BY THE MINNESOTA CROP IMPROVEMENT ASSOCIATION (MCIA). PROVIDE VERIFYING DOCUMENTATION TO THE OWNER 30 DAYS MINIMUM PRIOR TO INSTALLATION.
4. PLANT MATERIAL SHALL CONFORM TO THE AMERICAN ASSOCIATION OF NURSERYMEN STANDARDS AND BE OF HARDY STOCK, FREE FROM DISEASE, INFESTATION, DAMAGE, AND DISFIGURATION. FOR DISCREPANCY BETWEEN THE NUMBER OF PLANTS ON THE SCHEDULE AND THE NUMBER SHOWN ON THE DRAWING, THE DRAWING SHALL GOVERN.
5. PLANTING SOIL SHALL CONSIST OF 4 PARTS TOPSOIL TO 1 PART PEAT HUMUS, WITH 3 POUNDS OF COMMERCIAL FERTILIZER ADDED PER CUBIC YARD.
6. SPREAD A MINIMUM OF 6 INCHES OF TOPSOIL AND SEED/SOD ALL TURF AREAS DISTURBED BY CONSTRUCTION.
7. PLACE PLANTS ACCORDING TO LAYOUT WITH PROPER NOMINAL SPACING.
8. SEE DETAILS FOR DEPTH OF PLANTING SOIL.
9. INSTALL 3-4 INCH SHREDDED HARDWOOD MULCH AROUND SHRUBS.
10. INSTALL A 4-FOOT DIAMETER SHREDDED HARDWOOD MULCH DISH AROUND TREES VINYL EDGING IS NOT REQUIRED, UNLESS NOTED OTHERWISE.

11 AREA TO BE EDGED WITH 6-INCH BLACK VINYL EDGING (BLACK DIAMOND OR APPROVED EQUAL).

12 14'-18' NORWAY SPRUCE OR WHITE SPRUCE TREES TO BE SPADED IN PER DEVELOPER.

Know what's Below. Call before you dig.

NORTH

0 50 100

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DEVELOPER

NATIONAL SELF-STORAGE, LLC
2827 107TH AVENUE
BLAINE, MN 55449

MUNICIPALITY

City of RAMSEY

PROJECT

REGENCY COMMONS
RAMSEY, MN

SHEET INDEX

SHEET	TITLE
C0.1	CIVIL TITLE SHEET
C1.1	EXISTING CONDITIONS & DEMO
C2.1	SITE PLAN
C3.1	GRADING, DRAINAGE,& EROSION CONTROL PAVING PLAN & NOTES
C3.2	SWPPP NOTES
C4.1	UTILITIES
C7.1	CIVIL CONSTRUCTION DETAILS
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L7.1	LANDSCAPE DETAILS

ISSUE / REVISION HISTORY

CONTACT ENGINEER FOR ANY PRIOR HISTORY

DATE	ISSUE / REVISION	REVIEW
03 JAN 2017	SITE PLAN SUBMITTAL	XXX

PROJECT MANAGER REVIEW

BY XX DATE XX.XX.XXXX

CERTIFICATION

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 NOT FOR CONSTRUCTION

Randall C. Haglund

License No: 19576

Signature shown on [illegible] reproduction of original. Wet signed copy of this plan on file at Landform Professional Services, LLC office and is available upon request.

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SITE PLAN SUBMITTAL
01-03-2017

LANDFORM
From Site to Finish

105 South Fifth Avenue
Suite 513
Minneapolis, MN 55401

Tel: 612-252-9070
Fax: 612-252-9077
Web: landform.net

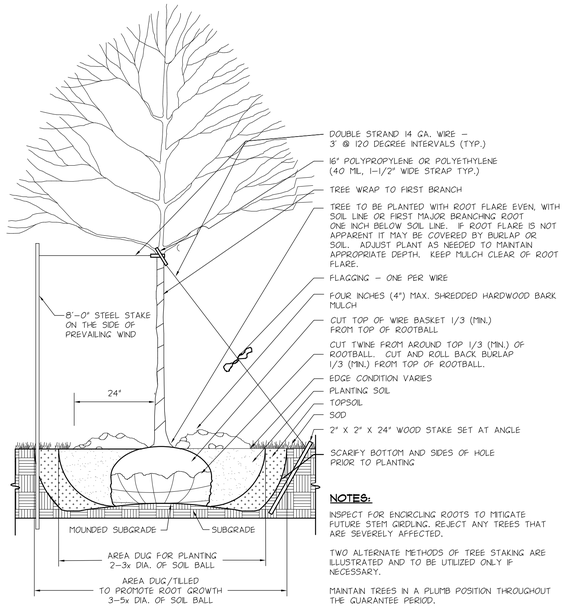
FILE NAME L201NSS001.DWG

PROJECT NO. NSS16001

LANDSCAPE PLAN
L2.1

SHEET NO. 15/15

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NOTES:

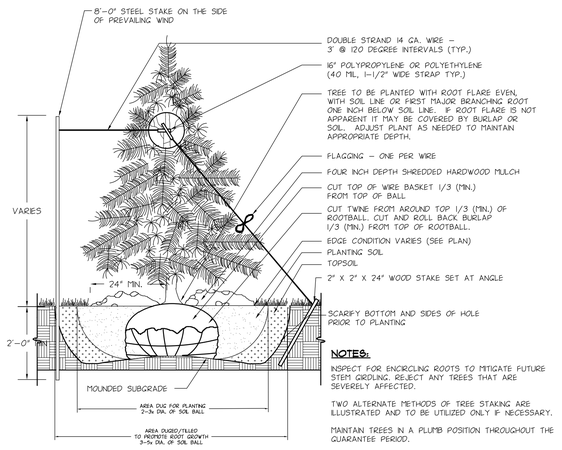
INSPECT FOR ENCIRCLING ROOTS TO MITIGATE FUTURE STEM GIRDLING. REJECT ANY TREES THAT ARE SEVERELY AFFECTED.

TWO ALTERNATE METHODS OF TREE STAKING ARE ILLUSTRATED AND TO BE UTILIZED ONLY IF NECESSARY.

MAINTAIN TREES IN A PLUMB POSITION THROUGHOUT THE GUARANTEE PERIOD.

1 DECIDUOUS TREE PLANTING

NO SCALE



NOTES:

INSPECT FOR ENCIRCLING ROOTS TO MITIGATE FUTURE STEM GIRDLING. REJECT ANY TREES THAT ARE SEVERELY AFFECTED.

TWO ALTERNATE METHODS OF TREE STAKING ARE ILLUSTRATED AND TO BE UTILIZED ONLY IF NECESSARY.

MAINTAIN TREES IN A PLUMB POSITION THROUGHOUT THE GUARANTEE PERIOD.

2 CONIFEROUS TREE PLANTING

NO SCALE

NOTES:

IF ROOTS ARE PRESENT AROUND THE EDGES OF ROOTBALL, UNCOIL OR CUT AS MANY AS POSSIBLE WITHOUT DESTROYING SOIL MASS.

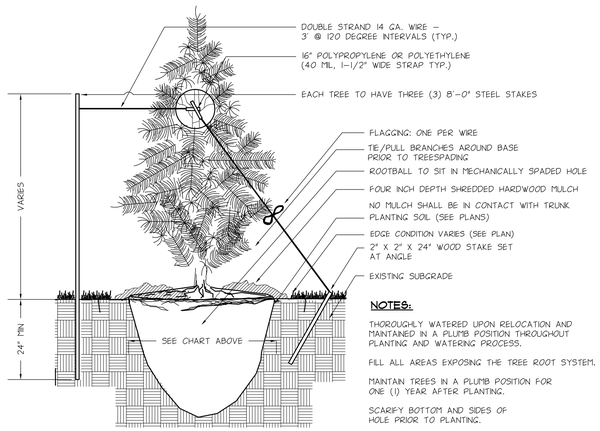
3 SHRUB PLANTING

NO SCALE

TREE SPADE NOTES

1. COORDINATE PROPOSED RELOCATION OF EXISTING TREES WITH GRADING CONTRACTOR. STAGING OF TREE SPADING AND RELOCATION WILL BE DETERMINED BY GRADING PROCESS. TREE SPADE CONTRACTOR IS TO DETERMINE BEST STAGING PROCESS TO MAINTAIN HEALTH AND VIABILITY OF TREES TO BE RELOCATED.
2. IF TEMPORARY HOLDING AREA IS NECESSARY FOR SPADED TREES, LANDSCAPE CONTRACTOR WILL BE RESPONSIBLE FOR WATERING, MULCHING AND FERTILIZING TO MAINTAIN EXISTING HEALTH AND VIABILITY OF TREES UNTIL FINAL LOCATION ON SITE IS MET.
3. FINAL SETTING OF RELOCATED TREES SHALL BE DETERMINED WITH THE FOLLOWING PARAMETERS IN MIND:
   A. MAINTAIN ORIGINAL ORIENTATION OF TREES. EXISTING NORTH FACING SIDE OF TREE SHALL BE NORTH FACING SIDE OF TREE IN NEW LOCATION.
   B. CONSIDERATION OF EXISTING SLOPE AROUND ORIGINAL SITE OF TREE SHALL BE IMITATED AS CLOSELY AS POSSIBLE TO MAINTAIN ORIGINAL SLOPE AND DRAINAGE CONDITIONS.
   C. RELOCATE TREES AS CLOSE AS POSSIBLE TO ORIGINAL LOCATION TO MAINTAIN ORIGINAL SOIL CONDITIONS.
4. TREES TO BE RELOCATED SHALL BE TAGGED AND/OR PAINTED ON SITE.
5. TAKE CARE TO MINIMIZE DAMAGE TO LIMBS AND GENERAL HEALTH OF TREES. WRAP OR TE TREES BEFORE SPADING TO MINIMIZE DAMAGE DURING RELOCATION. IF SIGNIFICANT DAMAGE OCCURS DUE TO IMPROPER PROCEDURES LANDSCAPE CONTRACTOR WILL BE RESPONSIBLE FOR EQUIVALENT REPLACEMENT OF DAMAGED TREE.
6. INSPECTION AND GUARANTEE OF RELOCATED TREES ARE AS DEFINED IN LANDSCAPE PLANS AND SPECIFICATIONS.
7. TRANSPLANTED DECIDUOUS/CONIFEROUS TREES SHALL BE TRIMMED OF ALL DEAD WOOD AND PRUNED TO NATURAL AND UNIFORM APPEARANCE.
8. TRANSPLANTED DECIDUOUS TREES RELOCATED IN PEDESTRIAN/VEHICULAR CIRCULATION AREAS SHALL BE TRIMMED FREE OF BRANCHES FROM GRADE TO HEIGHT OF 6'-8'.

CALIPER SIZE	SPADE DIAMETER	SPADE DEPTH
1" CALIPER	12" MINIMUM DIA.	8" – 10"
2" CALIPER	20" MINIMUM DIA.	13" – 18"
3" CALIPER	30" MINIMUM DIA.	23" – 29"
4" CALIPER	40" MINIMUM DIA.	30" – 40"
5" CALIPER	50" MINIMUM DIA.	36" – 48"
6" CALIPER	60" MINIMUM DIA.	43" (OPTIMAL SPADE)
7" CALIPER	70" MINIMUM DIA.	57" (OPTIMAL SPADE)
8" CALIPER	80" MINIMUM DIA.	57" (OPTIMAL SPADE)
9" CALIPER	90" MINIMUM DIA.	63" (OPTIMAL SPADE)
10" CALIPER	100" MINIMUM DIA.	58" (OPTIMAL SPADE)



NOTES:

THOROUGHLY WATERED UPON RELOCATION AND MAINTAINED IN A PLUMB POSITION THROUGHOUT PLANTING AND WATERING PROCESS.

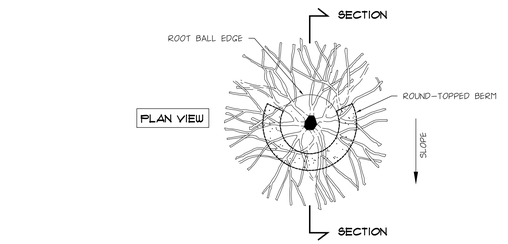
FILL ALL AREAS EXPOSING THE TREE ROOT SYSTEM.

MAINTAIN TREES IN A PLUMB POSITION FOR ONE (1) YEAR AFTER PLANTING.

SCARIFY BOTTOM AND SIDES OF HOLE PRIOR TO PLANTING.

4 SPADE-RELOCATION FOR CONIFEROUS/DECIDUOUS TREE

NO SCALE



NOTES:

IF ROOTS ARE PRESENT AROUND THE EDGES OF ROOTBALL, UNCOIL OR CUT AS MANY AS POSSIBLE WITHOUT DESTROYING SOIL MASS.

5 STEEP SLOPE PLANTING

NO SCALE

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DEVELOPER

NATIONAL SELF-STORAGE, LLC
2827 107TH AVENUE
BLAINE, MN 55449

MUNICIPALITY

City of RAMSEY

PROJECT

REGENCY COMMONS
RAMSEY, MN

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03 JAN 2017	SITE PLAN SUBMITTAL	XXX

PROJECT MANAGER REVIEW

BY XX DATE XX.XX.XXXX

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 Professional Engineer under the laws of the state of

PRELIMINARY NOT FOR CONSTRUCTION

Randall C. Medlund

License No: 19576

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SITE PLAN SUBMITTAL
01-03-2017

LANDFORM
From Site to Finish

105 South Fifth Avenue
Suite 513
Minneapolis, MN 55401

Tel: 612-252-9070
Fax: 612-252-9077
Web: landform.net

FILE NAME L701KRZ001.DWG

PROJECT NO. NSS16001

LANDSCAPE DETAILS
L7.1

SHEET NO. 15/15

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Entry Perspectives

1

RAMSEY MINI STORAGE Project Name Line 2
123 ELM STREET
CITY, MINNESOTA
09/28/16

HTG architects



Entry Perspective

RAMSEY MINI STORAGE Project Name Line 2
123 ELM STREET
CITY, MINNESOTA
09/28/16

CITY OF RAMSEY LAND USE APPLICATION
TECHNICAL REVIEW FILE

DATE	JANUARY 27, 2017	**PROJECT ADDRESS**	14725 RAMSEY BLVD NW
PROJECT. TITLE	REGENCY COMMONS: COMPREHENSIVE PLAN AMENDMENT, ZONING AMENDMENT, SITE PLAN, VARIANCE. PRELIMINARY PLAT AND FINAL PLAT REQUESTS		
ESCROW #	115441		
DEPARTMENT:	Community Development: Planning Division (Zoning Code)		
TECHNICAL REVIEWER:	Name: Eric Maass, Consultant City Planner Phone: (763) 576-4306 Email: EMaass@wsbeng.com		

We offer the following comments regarding the submittal for Preliminary Plat, Final Plat, Comprehensive Plan Amendment, Zoning Amendment, Site Plan, and Variance (to shoreland overlay district standards) approval for Regency Commons. The plan set consists of fifteen (15) sheets, prepared by Landform and dated January 3, 2017.

Based on the plan set provided, Staff has the following comments that require revision:

1. *Sheet C2.1 and subsequent relevant sheets should show an extension of 148th Avenuw NW. The City's standard residential road section, complete with curb, extended 3 feet past sanitary manhole located in road centerline on 148th Ave leading into the east side of the property. Curbing will be required to match existing conditions and must be installed on all 3 sides of the road extension. This was discussed and agreed to in meeting on November 14, 2016.*

2. *Sheet C2.1 currently indicates a fifteen (15) foot access easement. This should be revised to a twenty (20) foot maintenance easement. This was discussed and agreed to in meeting on November 14, 2016.*

Preliminary and Final Plat

The applicant is requesting review of a Preliminary and Final Plat that contemplates platting PID #'s 27-32-25-22-0006, #27-32-25-22-0003, and #27-32-25-22-0002 (the "Subject Properties") into two lots. Lot 1 is shown to contain two 3-level indoor storage buildings and two 1-level storage buildings. Only one of the 3-level indoor storage buildings and one of the 1-level storage buildings would be initially constructed. Lot 2 is shown as undeveloped and would be held for possible future development. It is not known at this time what that possible future development would be, but the plan set indicates "Future Neighborhood Commercial".

Currently there are three parcels located on the subject site. The parcel on the northern portion of the subject site is guided Business Park and zoned E-1 Employment. The other two parcels located in the

southwest corner of the site are guided Commercial and zoned B-1 Business. The Applicant has proposed a reconfiguration of the existing lots to create more traditional lot shapes. Phase 1 of the project would occur on Lot 1.

Parcels within the E-1 Employment District are required to meet the following dimensional standards in accordance with City Code Section

LOT 1	Required	Proposed
Lot Area	1 acre	4.45 Acre +/-
Lot Width	200 feet	290 feet +/-

Parcels within the B-1 Business District are required to meet the following dimensional standards

LOT 2	Required (with municipal utilities)	Proposed
Lot Area	½ acre	1.75 Acre +/-
Lot Depth	150 feet	263 feet +/-
Lot Width	100 feet	290 feet +/-

Development Fees. Development Fees will be due with the Plat including, but not limited to, Park Dedication, Trail Development, and Stormwater Management. These fees are collected at the time the Final Plat is recorded and at the rate in effect when the plat is recorded.

Development Agreement. Upon approval of a Final Plat, an executed Development Agreement will be required prior to releasing the plat for recording.

Staff recommends approval of the Preliminary and Final Plat.

Comprehensive Plan Amendment and Re-Zoning Application Review

As a result of the re-platting of the Subject Properties, the Applicant is proposing that the existing zoning classification boundaries be re-configured to match the proposed parcel shapes. As such, Lot 1 would be rezoned to E-1 Employment District, and Lot 2 would be rezoned to B-1 Business District. Due to the reorganization of parcel lines and zoning districts, the designations for these parcels must be adjusted to as well.

As proposed, Regency Commons would result in zero (0) additional lots being added to the Municipal Urban Service Area (MUSA) boundary. Generally, it is required that adjacent communities review the proposal and provide comment; however, if the proposed amendment is able to meet the following criteria, then that adjacent community review may be waived by the metropolitan council.

- The Amendment involves a site of 40 acres or less
- The amendment does not change the community's growth forecasts for 2010 - 2030 or the TAZ allocations
- The amendment site is either more than one quarter of a mile from an adjacent jurisdiction or is beyond the distance or area which the community's adopted ordinances require notice to adjacent or affected property owners, whichever distance is less.

The proposed amendment meets the above criteria.

Staff finds that the proposed request for a Comprehensive Plan Amendment would not have an adverse effect on public infrastructure or safety and recommends approval of the Comprehensive Plan Amendment and Re-Zoning of the Subject property.

Shoreland Overlay Variance Review

The Applicant is currently proposing a site plan that would result in Lot 1 of Regency Commons having a total impervious area of 54.7%. City Code Section 117-225 Subd. (g)(4) b. 1. limits the amount of impervious surface of the lot area to 25% when any portion of the lot is located in the Shoreland Overlay District.

In reviewing the site plan as proposed, the portion of Lot 1 located within the Shoreland Overlay District is shown as remaining completely pervious as it is within the required sixty (60) foot landscape buffer. In addition, the E-1 Employment District has a maximum lot (building) coverage requirement of 45% which the Applicant is also required to meet.

Information was sent to the MN DNR for review and comment and Staff has not received a response yet.

Staff recommends approval of the Shoreland Overlay variance as requested.

Site Plan Review

Staff offers the following comments as a general staff review of the Site Plan in comparison to the City's zoning code.

Lot Coverage Calculations. The E-1 district allows a maximum lot coverage of 45%. The Applicant is currently showing a lot coverage calculation of 54.7% (which includes parking surfaces and buildings). However, the building coverage, including the two (2) 'future' buildings, is well below the 45% threshold.

Setbacks: The required setbacks are outlined below.

Setbacks	
Front Building Setback: 35 feet	80 feet
Rear Building Setback: 35 feet	90.5 feet
Side Building Setback: 20 feet	95 feet
Major and minor arterials and county and state roadways: 60 feet from centerline of road right-of-way plus the local applicable setback (60 feet + 35 feet = 95 feet)	138 feet
Setbacks when adjacent to residential district:	Proposed:
Buildings: 60 feet	90.5 feet
Off-street parking, storage areas, and driveways: 40 feet	60.5 feet
Parking and paving setback from street right-of-way: 20 feet	20 feet

Maximum Building Height: 65 feet	44 feet
Minimum lot (building) coverage: 45 percent	25.57%
Lighting – must deflect light away from adjoining residential district.	Photometric plan provided which indicated no light emitting past the site boundaries. Shop drawing of downcast fixtures with recessed bulbs shown.

Building Elevations: Zoning limits building height in the E-1 Employment District to 65 feet. The building elevations show a mixture of brick, masonry block, glass, colored metal paneling, and stucco. The E-1 District allows for the following materials: Face brick; Stucco; Glass; Wood; Natural Stone; specifically designed pre-cast concrete units whose surfaces have been integrally treated with an applied decorative material or texture; and other materials as may be approved by the City. The identifiable materials of brick, masonry block, stucco, and glass meet the requirements of the zoning district. Staff finds the proposed materials of colored metal paneling to be acceptable and provides an additional aesthetic element and color to the façade.

Streets: Sheet C.2 shows a singular access onto Ramsey Boulevard NW (County Road 56). This access is acceptable to the County. Previous plans for a mini storage facility on this site have shown a cul-de-sac constructed at the current termination of 148th Avenue NW. A cul-de-sac is no longer being shown as a result of discussion between the Applicant and the City. The City's Public Works Superintendent offered the following proposal, which the Applicant was agreeable to; however, the plans to date do not reflect the proposed improvements.

In place of the cul-de-sac at the end of 148th Ave, the City would accept the following improvements, installed and paid for by the Developer, included in the project:

- The City's standard residential road section, complete with curb, extended three (3) feet past sanitary manhole located in road centerline on 148th Ave leading into the east side of the property. Curbing matching existing conditions must be installed on all three (3) sides of the road extension.
- A twenty foot (20') maintenance easement granted to the City along the eastern property line, with no additional trees planted in easement. This easement is needed to provide access for maintenance to existing storm water structures.
- A written agreement, drafted by Developer and reviewed and approved by the City, to allow snow storage on Subject Properties from the dead end on 148th Ave. **Note**-most of the snow should be retained in the 20' maintenance easement, but in years with high snow volumes, it may be necessary to store the snow on private property.

Grading and Drainage: Engineering Staff will provide specific review related to grading and drainage on the site. However, initially, it would seem that the proposed grading of the eastern edge of the site behind Lots 6 and 7 of Regency Pond 2nd Addition will need to be revised as the grades as shown are too steep to allow for maintenance vehicles to adequately access the rear easement. The siting of proposed trees may need to be revised to ensure accessibility for public works equipment to navigate the easement.

Stormwater: Engineering Staff will provide specific review related to stormwater. However, a stormwater permit from the Lower Rum River Watershed Management Organization (LRRWMO) may

be required. Any plan sets to be submitted to the LRRWMO for permit review must first be submitted to the City for review.

Landscaping: One (1) deciduous or coniferous tree is required for every fifty (50) lineal feet of site perimeter or one (1) tree per 1,000 square feet of building footprint area, whichever is greater. For shrubs, one (1) shrub per lineal foot of site perimeter or one (1) per three hundred square feet of building footprint area, whichever is greater. Deciduous trees are required to be 2.5 inches in diameter as measured three feet above ground. Coniferous trees are to be 6 feet in height. Deciduous shrubs are to be 2 feet in height. Evergreen shrubs are to be 2 feet in height or 2 feet in width, whichever applies. Ornamental trees are to be 1.5 inches in diameter as measured three feet above ground.

Base Landscaping Requirements

- 45 trees to meet the 1 tree per 50 linear feet of site perimeter
- 14 trees to meet the 30% of total requirement additional increase of landscape plantings for the buffer yard requirement
- 59 total trees required
- 102 shrubs to meet the 1 shrub per 300 square feet of building footprint area
- 31 shrubs to meet the 30% of total requirement additional increase of landscape plantings for the buffer yard requirement

Landscaping Shown

- 78 trees
- 133 shrubs

Note that Parking Lots have specific landscaping requirements including:

- 1 tree per every ten parking spaces (18 parking spaces shown).
  - (2 trees for parking + 59 trees for base landscaping requirements = 61 trees. 78 trees are proposed.)
- Every overstory tree planted shall be provided with a planting area of 162 square feet
- Acceptable ground cover materials include sod, mulch, and other natural ground cover. Landscaping rock and plastic underlayment is not allowed.
- All parking lot planting areas shall include underground irrigation systems.

- A planting detail must be included with the landscape plan (another option is to incorporate the City's tree planting detail). At a minimum, it should state:
  - Planting depth shall be such that the 1st set of primary roots is at finished grade
  - Only prune out dead/broken/deformed branches at time of installation
  - Removal of upper portion of wire basket and burlap after being placed in planting hole if using B & B stock.
  - 2-4 inches of wood chip mulch shall be included around all trees. Mulch shall not be piled against the trunk of trees.

Topsoil: All exposed ground areas of a site not occupied by building, parking or storage, excluding natural areas that are left undisturbed, shall be covered with four inches of topsoil meeting the City's topsoil specification. Note that copies of the load tickets are required and a topsoil inspection is required before any landscaping is installed.

Tree Preservation: A detailed tree inventory identifying all significant trees, as defined in City Code Section 117-327 (and outlined below), was submitted. At least thirty percent (30%) of the inches of existing significant tree DBH must be preserved on site. The tree preservation plan submitted appears to comply with the removal threshold for the entire site. However, when Lot 2 is developed, it appears that additional reforestation efforts may be needed as the majority of the preserved trees are on that lot.

ORDINANCE #17-05

CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

AN AMENDMENT TO CHAPTER 117 WHICH IS KNOWN AS THE ZONING AND SUBDIVISIONS CHAPTER OF THE CITY CODE OF RAMSEY, MINNESOTA.

AN ORDINANCE AMENDING SECTION 117-90 "MAP" OF CHAPTER 117 OF THE CITY CODE OF RAMSEY, MINNESOTA.

SECTION 1. AMENDMENT

The following legally described properties or portions thereof, are hereby rezoned from B-1 Business District to E-1 Employment District.

Lot 1, Regency Commons, Anoka County, Minnesota; and

(the "Subject Property")

SECTION 2. AMENDMENT

The following legally described properties or portions thereof, are hereby rezoned from E-1 Employment District to B-1 Business District.

Lot 2, Regency Commons, Anoka County, Minnesota; and

(the "Subject Property")

SECTION 3. MAP

The City is hereby instructed to cause this amendment to be shown on the "City of Ramsey Zoning Map", which map was adopted pursuant to Section 117-90 of the Ramsey City Code.

SECTION 4. EFFECTIVE DATE

This ordinance becomes effective 30 days after its passage and publication, subject to City Charter Section 5.04.

PASSED by the City Council of the City of Ramsey, Minnesota the _____ day of_____, 2017.

_____
Mayor

ATTEST:

_____
City Administrator

Introduction date:
Posting dates:
Adoption date:
Publication date:
Effective date:

Our Mission: To work together to resposibly grow our community, and to provide quality, cost-effective, and efficient government services.

CC Regular Session **7. 6.**

Meeting Date: 02/14/2017

By: Chris Anderson, Community Development

Information

Title:

Adopt Resolution #17-02-047 Supporting Pollinator Initiatives in the City of Ramsey and Authorizing the Mayor to Sign the Mayors for Monarchs Pledge

Purpose/Background:

In May of 2016, the topic of Mayors for Monarchs was discussed at a City Council Work Session. Shortly thereafter, the topic was also reviewed with both the Environmental Policy Board and the Parks and Recreation Commission. Both advisory boards were supportive of the program and thought that it represented an opportunity for the City to promote awareness about the plight of the monarch butterfly. Additionally, the EPB also noted that, from a broader perspective, this is an opportunity for the City to provide information to residents about pollinators in general.

Based on those past discussions, Staff has crafted a broader framework document (attached) outlining information and potential initiatives related to pollinators in general. Contained within the document is information about specific programs and initiatives that are available should the City wish to explore or participate. Examples would include, *Humming for Bees, Pollinate MN,* and *Mayors for Monarchs*. These all have a similar focus, which is to incorporate pollinator friendly practices into maintenance routines and to create, restore and protect pollinator habitat. The remainder of this case focuses more specifically on the Mayors for Monarchs program as the more general pollinator initiative(s) are likely to be discussed at a future joint meeting with City Council and the EPB.

Notification:

Notification is not required.

Observations/Alternatives:

The *Mayors for Monarchs* program (and other similar initiatives such as Humming for Bees and Pollinate MN), strive to engage and encourage both local municipalities and their residents to take actions that will improve and/or establish necessary habitat for butterflies, honeybees and other pollinators. Establishment of pollinator friendly practices is obviously beneficial for pollinators but would also support other goals of the City, such as water conservation and water quality, as well as fit within the Smart, Citizen Focused Government imperative of the Strategic Action Plan. In general terms, a sustainable landscape with native plants and grasses, a key for pollinator habitat, requires fewer inputs such as irrigation, pesticides, and fertilizers, compared to a more traditional lawn of turf grass. The reduced water inputs (irrigation) would lessen the demand on groundwater and the reduced need for pesticides and fertilizers would benefit water quality in storm water ponds, lakes, and wetlands.

The City has taken steps to eliminate obstacles for a property owner desiring to install a native landscape, which gets at the heart of the various pollinator-friendly programs. This includes an Ordinance Amendment to Section 30-3 of City Code to allow for the use of acceptable prairie restoration plant materials as well as having information

in the Water Conservation Tool Box, found on the City's website, which highlights appropriate native plants for Anoka County.

While the City has eliminated the regulatory barrier(s) to establishing pollinator friendly landscapes, there has admittedly been a lack of education and promotion of benefits of this type of landscape. Promoting this concept can be accomplished through the newsletter, website, and community gatherings such as The Draw Summer Concert Series and Happy Days. Additionally, there are also potential opportunities to modify current maintenance practices, such as reducing the size of mowed areas within parks. That alone does not necessarily create pollinator friendly habitat, nor does it constitute an acceptable means of establishing a native landscape. However, converting some of these under utilized areas to more sustainable and pollinator friendly landscapes could reduce the need for mowing, irrigation, fertilizers, and herbicides. Alternatively, another option may be to start infusing milkweed plants, the sole source of food for monarch caterpillars, into established natural areas and rain gardens on city owned lands.

On a broader and more long-term scale, it would seem appropriate to have greater emphasis on pollinator friendly practices incorporated into the Comprehensive Plan. With the update to the Comprehensive Plan beginning in earnest this year, it is an ideal time to consider this concept, regardless of whether the City opts to participate in a formalized, yet voluntary, program of some sort.

Staff is attempting to schedule a joint work session with the City Council and EPB to brainstorm potential work plan items for the board. This joint meeting presents an favorable time to also consider potential actions the City could employ to support and promote pollinator-friendly practices.

Taking the Mayors for Monarchs pledge does not obligate the City to any one specific action. Rather, it suggests that the City is concerned with the plight of the monarch butterfly and wants to contribute to the effort to restore the monarch butterfly population. This can be achieved by promoting education and awareness of the issue (via the newsletter and website), looking at current City practices for improvements, and incorporating milkweed and other native plants into public improvement projects.

Funding Source:

This case is being handled as part of Staff's regular duties.

Recommendation:

Both the Environmental Policy Board and the Parks and Recreation Commission were supportive of the Mayors for Monarchs program and the EPB was also supportive of a broader pollinator initiative as well.

Action:

Motion to adopt Resolution #17-02-047 supporting pollinator initiatives in the City of Ramsey and authorizing the Mayor to officially sign the Mayors for Monarchs pledge.

Attachments

City Council Work Session Minutes Dated May 10, 2016
EPB Meeting Minutes Dated May 16, 2016
Mayors for Monarchs Optional Action Items
Mayors for Monarchs Pledge
Pollinator Framework Document
Art in the Park Event Promotion
Res. #17-02-047

Form Review

Inbox	Reviewed By	Date
Mark Riverblood	Mark Riverblood	02/09/2017 08:04 AM
Tim Gladhill	Tim Gladhill	02/09/2017 09:51 AM
Chris Anderson (Originator)	Chris Anderson	02/09/2017 10:13 AM
Tim Gladhill	Tim Gladhill	02/09/2017 11:59 AM
Chris Anderson (Originator)	Chris Anderson	02/09/2017 12:33 PM
Tim Gladhill	Tim Gladhill	02/09/2017 01:10 PM
Kurt Ulrich	Kurt Ulrich	02/09/2017 03:46 PM

Form Started By: Chris Anderson Started On: 02/08/2017 09:06 AM

Final Approval Date: 02/09/2017

2.03: Pollinator Protection Opportunities

City Planner Anderson reviewed the staff report.

Mayor Strommen stated that the City has a lot of area and not all of that can be mowed. She commented on the high level of water consumption, especially when living on the sand plain. She believed that it would be beneficial for the City to do their part in the protection of pollinators.

Councilmember Kuzma asked if there is information on the website and if people could call into City Hall to have someone come out to their property and assist.

City Planner Anderson stated that the City does not currently have anything on the website advertising any of the programs that are available.

Mayor Strommen stated that she would not want to create a lot of additional work for staff. She stated that the Environmental Policy Board (EPB) and Parks and Recreation Commission could work to develop resources that could be posted on the website.

Councilmember Shryock stated that there are a lot of great websites out there and agreed that it would be beneficial for the City to develop a list of links to those appropriate sources.

Parks and Assistant Public Works Superintendent Riverblood stated that one part of the Mayors for Monarchs program is to have a demonstration project and citizen science component. He noted that there is already a consortium of entities that provide the information and the City could simply provide the link to those organizations.

The consensus of the Council was to forward the Mayors to Monarchs program to the Environmental Policy Board and the Parks and Recreation Commission.

5.02: Mayors for Monarchs Program

City Planner Anderson presented the staff report. He noted he has not had a chance to put together how this program might look. He wanted to inform the EPB that the Council directed Staff to explore with program with the EPB and the Parks and Recreation Commission. He noted the different types of initiatives the City is involved in. One is the trail connection in the Brookfield neighborhood. This is being coupled with a sustainable landscape, including milkweed. Another is the City is working with Ramsey Elementary presently on a potential peace garden planting with the Ramsey Rangers. He explained there is a citizen science aspect as well that can help engage residents too. The thought was not just the City leading by example, but rather to engage the public to take action on private property also. Some of the regulatory barriers have been removed, to help make it easier for residents to follow suit. The need and ability to add prairie and natural plants to the urban landscape has not been widely promoted by the City. The City does plan to promote this more, and one way could be to ask the owners of any existing native landscapes, if people can look at their landscape to get ideas and know what it could look like.

Board Member Valentine asked how an unkempt yard can be distinguished from landscape that has been carefully planned out to create a prairie landscape.

City Planner Anderson responded the City will approach the homeowner if there seems to be an issue. Prairie landscaping takes time and planning, and caretaking to make it grow and look good. He said from his time in Code Enforcement, this is a valid question as some homeowners simply stop mowing and say they are letting the yard go natural, which is not the same as establishing a native landscape. Homeowners that are familiar with the plants, and have a sense of how to maintain them are not going to let the plants over grow. These gardens are a significant amount of work to create, and establish. Once they are established, they can be easier to maintain, but it can take a few years to get to that point.

Board Member Valentine pointed out both the prairie plants and tall grasses can invite problematic or nuisance animals.

City Planner Anderson acknowledged that but also noted that they can also deter nuisance animals such as geese adjacent to water bodies. There is a balance to achieve.

Board Member Lewis inquired if there is a minimum size requirement in terms of utilization of having a butterfly garden.

City Planner Anderson responded a naturalized prairie area would constitute a butterfly garden but that a small butterfly garden is not the same as a prairie. He said he could not point to a minimum square footage requirement to have a benefit to the environment as a whole.

Board Member Lewis suggested it could be interesting to outline and scale what a homeowner could do on a small, city lot compared to what the City can do in terms of the Mayors for Monarchs Program and larger areas to work with.

City Planner Anderson stated the discussion in the Council Work Session involved the idea that the City would serve as a repository of information. There are many organizations that can give specific advice and ideas. The City would help provide links to these places, and a summary of information. There will not be a dedicated staff person to teach residents how to do this. He said there was a brief discussion that there are likely some areas in our parks that could be evaluated to see if the maintained areas could be reduced in size. These areas could be good candidates for this type of landscaping. The Parks and Recreation Commission would explore this idea.

Board Member Hiatt noted the rain garden that has been created in Alpine Park is a good example.

City Planner Anderson advised there is no milkweed in that garden presently, but it could be introduced. The demonstration project in Brookfield will have milkweed. It may make sense to introduce milkweed to other areas with this type of landscaping.

Mayors' Monarch Pledge Action Items

Mayors and local government chief executives who have taken the Mayors' Monarch Pledge must commit to implement at least three of the 25 following action items within a year of taking the pledge. At least one action must be taken from the "Program & Demonstration Gardens" section. Mayors' and local government chief executives taking more than eight actions will receive special recognition as part of the National Wildlife Federation's Mayors' Monarch Leadership Circle. NWF will follow up with all mayoral points of contact with a quarterly survey (1/1, 4/1, 7/1, 10/1) to monitor progress. Please visit www.nwf.org/mayorsmonarchpledge to take the pledge and access resources.

Communications & Convening:

1) Issue a Proclamation to raise awareness about the decline of the monarch butterfly and the species' need for habitat.
2) Launch a public communication effort to encourage citizens to plant monarch gardens at their homes or in their neighborhoods.
3) Communicate with community garden groups and urge them to plant native milkweeds and nectar-producing plants.
4) Convene city park and public works department staff and identify opportunities for revised mowing programs and milkweed / native nectar plant planting programs.
5) Convene a meeting with gardening leaders in the community to discuss partnerships to support monarch butterfly conservation.

Program & Demonstration Gardens:

6) Host or support a native plant sale or milkweed seed giveaway event.
7) Facilitate or support a milkweed seed collection and propagation effort.
8) Plant a monarch-friendly demonstration garden at City Hall or another prominent location.
9) Convert abandoned lots to monarch habitat.
10) Plant milkweed and native nectar plants in medians and public rights-of-way.
11) Launch a program to plant native milkweeds and nectar plants in school gardens by engaging students, teachers and the community.
12) Earn recognition for being a wildlife-friendly city by expanding your action plan to include other wildlife and habitat conservation efforts through a program like the NWF Community Wildlife Habitat program
13) Create a monarch neighborhood challenge to engage neighborhoods and homeowners' associations within the city to create habitat for the monarch butterfly.
14) Initiate or support citizen-science efforts that help monitor monarch migration and health.
15) Add milkweed and nectar producing plants in community gardens.

16) Expand invasive species removal programs to make it possible to re-establish native milkweed and nectar plants to the landscape.
17) Host or support a city monarch butterfly festival.

Systems Change:

18) Remove milkweed from the list of noxious plants in city weed / landscaping ordinances (if applicable).
19) Change weed or mowing ordinances to allow for native prairie and plant habitats.
20) Increase the percentage of native plants, shrubs and trees that must be used in city landscaping ordinances and encourage use of milkweed where appropriate.
21) Direct city property managers to consider the use of native milkweed and nectar plants at city properties where appropriate.
22) Integrate monarch butterfly conservation into the city's Park Master Plan, Sustainability Plan, Climate Resiliency Plan or other city plans.
23) Change landscape ordinances to support integrated pest management and reduced use of pesticides and insecticides.
24) Ban the use of neonicotinoid pesticides, or plants and seeds treated with neonicotinoid pesticides, on city lands.
25) California Specific: Pass a resolution to protect over-wintering monarch butterfly habitat on public and private lands.

Mayors' Monarch Pledge

The monarch butterfly is an iconic North American species whose multigenerational migration and metamorphosis from caterpillar to butterfly has captured the imagination of millions of Americans.

We, the undersigned Mayors and local government chief executives, are deeply concerned about the decline of the monarch butterfly population. Twenty years ago, more than one billion Eastern monarch butterflies migrated to Mexico. In the winter of 2014, only 60 million made the trip. The North American monarch population has declined by more than 90 percent in the past two decades. Monarch scientists attribute the decline to degradation and loss of summer breeding habitat in the U.S., and loss of winter habitat in Mexico. Western populations of monarch butterflies that overwinter in California are also in decline.

Cities, towns and counties have a critical role to play to help save the monarch butterfly. Municipalities in particular can provide habitat at public parks, median strips, community gardens and municipal buildings that serve as community hubs such as recreation centers and libraries. Schools, homes and businesses can all provide essential habitat for monarchs too. Simple changes in landscaping ordinances or school policies can make a big difference for the monarch. Educating citizens about how and where to grow milkweed is also a key piece of the puzzle. Creating habitat and educating citizens will benefit other pollinators that need healthy habitat as well.

When Mayors speak up and take a stand, citizens notice. Therefore, we hereby commit to help restore habitat for the monarch and encourage our citizens to do the same, so that these magnificent butterflies will once again flourish across the continent.

Sign the pledge at www.nwf.org/mayorsmonarchpledge

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Pollinator species in decline

Pollinator species contribute significantly to seed and food production in flowering plants. Bees are among the most recognizable pollinator species, but other insects like monarch butterflies, moths, and animal species such as bats and birds contribute to flowering plant pollination as well. Three-quarters of the world's flowering plants rely on pollinator species for reproduction[1]. The health and economic value of pollinator species cannot be understated: almost one-third of the human diet depends upon animal-pollinated plants, and the economic value of the honeybee to the U.S. agricultural industry has been measured at $18.9 billion annually[2].

Pollinator populations across the nation and around the world are now in a measureable decline. There are a number of causes that have been identified as contributing factors in the decline of pollinator populations, including parasites and infections, extreme weather patterns, harmful pesticides and insecticides, and loss of native habitat for pollinators either due to land conversion or changing climate. Pesticides containing neonicotinoid compounds in particular are shown to induce disorientation or death in certain insect species. In August 2016, Governor Mark Dayton issued an executive order[3] outlining significant restrictions on the use of neonicotinoid pesticides in Minnesota and underscoring the importance of pollinator species to the environmental and economic health of the state.

Pollinator programs for cities

Local governments can play a role in reducing pollinator decline by actively protecting or promoting pollinator habitat and reducing the use of toxic compounds that are shown to harm pollinator species. There are a number of existing pollinator initiatives and local advocacy groups that have been formed to encourage city government action. A summary of some of these key initiatives is included here. The City of Ramsey is not currently involved in any existing pollinator protection programs or initiatives, but may consider aligning with one or more of these programs as part of any action to support pollinator protection.

Mayors' Monarch Pledge

This National Wildlife Federation initiative specifically targets protections for monarch butterflies, a pollinator species whose population has declined ninety percent (90%) over the past two decades. The Pledge involves (1) a mayoral pledge commitment to protect monarch habitat and encourage citizen action, (2) a follow up from the City outlining at least three (3) specific actions that will be taken to protect monarchs, (3) taking action and (4) reporting on progress on a quarterly basis.

Humming for Bees

This Minnesota non-profit, volunteer-led effort that describes themselves as "dedicated to contributing to a sustainable future for bees and other pollinators" has partnered with local City Councils to pass "Bee Safe" resolutions. They assisted the City of Shorewood in developing the first bee-friendly city policy in the state, comprising a commitment to refrain from neonicotinoid use as well as planting clover on city

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[1] http://www.mda.state.mn.us/protecting/bmps/pollinators/morepollinators.aspx
[2] http://www.pollinator.org/Resources/NAS%20NRC%20selected%20quotes.pdf
[3] https://mn.gov/governor/assets/2016_08_25_EO_16-07_tcm1055-253931.pdf

property. The non-profit provides resources on their website for both cities and private citizens interested in taking action on pollinator protection.

Pollinate Minnesota

Started in 2015, Pollinate MN is a self-described advocacy group that offers a comprehensive toolkit for cities that are considering passing a pollinator-friendly resolution. The toolkit offers suggestions on what local government actions are the most effective and how to construct and augment policies that will work to enhance pollinator health and success.

Pollinator Friendly Alliance

Although this Stillwater-based organization largely targets citizen advocacy for pollinators, they have been involved in a number of pollinator demonstration projects or gardens in the metro area and support cities in their efforts to become pollinator friendly.

Existing pollinator efforts in Ramsey

While the City of Ramsey has not made a formal commitment to protect pollinator species, it has certainly engaged in actions intended to directly support pollinators and their habitat. The City completed a Natural Resources Inventory in 2007 that incorporates both extent and quality of natural landscapes in the community, providing a baseline awareness of environmentally important areas and locations that may be ideal candidates for protection efforts to retain natural habitats critical for pollinators. Importantly, city staff has confirmed that that the City does not actively use neonicotinoid pesticides to manage insects in its parks or public facilities.

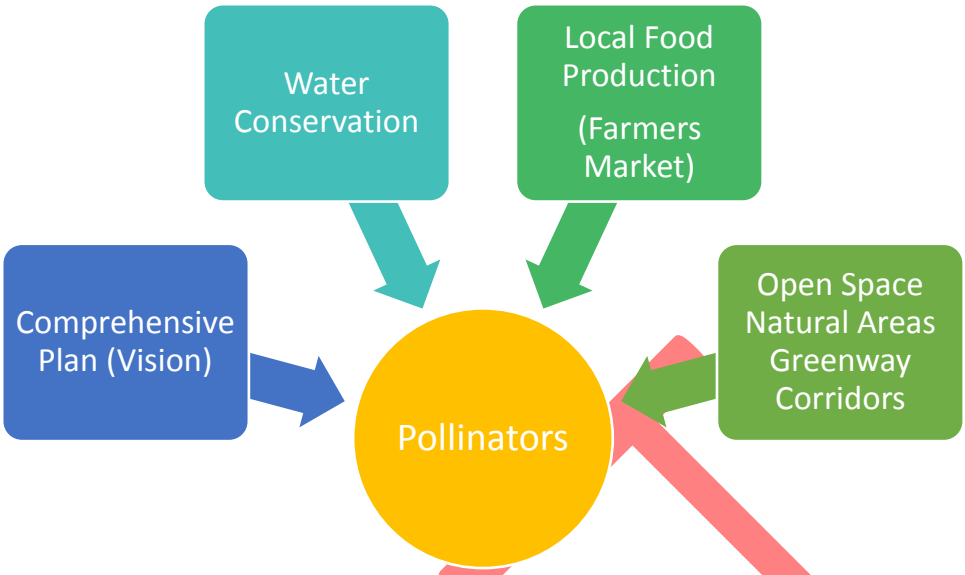
In 2016, the City approved a collaborative project to create a native prairie landscape along the Trott Brook Trail Connector. The project is primarily focused on bringing milkweed and liatris plantings, both food sources for monarch butterflies, to the area. The City has also supported efforts to bring native plantings to Ramsey Elementary School for their 4th grade classes to plant and maintain to expand a monarch friendly landscape.

Ramsey's City Code does include pollinator-friendly provisions. Native plantings are specifically differentiated from noxious weeds or nuisance vegetation definitions. Prairie vegetation is excluded from the plant height restrictions under the public nuisance section of code, and yards are permitted to include native plantings and/or establishment of native prairie. Ramsey provides information on the benefits from establishing prairie cover on its website. The City has also evolved its policy toward beekeeping from outright restriction, to conditional use, which carried a significant fee, to a beekeeping license with a reduced fee amount, reducing the barriers to beekeeping in the city.

Co-benefits of pollinator protection

Should the City of Ramsey elect to support pollinator protection, it will also promote a number of co-benefits ranging from environmental protection to support of the comprehensive plan. There are several ways in which pollinator protections align with existing City goals and initiatives.

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Comprehensive Plan

The City's 2030 Comprehensive Plan acknowledges the importance of Ramsey's natural resources and environments, invoking the need to "respect the balance and connectivity between its unique urban, rural and natural environments" directly in the Plan's vision statement. The Plan also outlines a number of strategies to maintain native vegetation in the community, which provides vital pollinator habitat.

Water protection

Many practices that promote native landscapes also require less water for vegetative maintenance. Certain native plantings also provide greater storm water filtration and ecosystem services than typical turf grasses.

Local food production

A healthy pollinator population is required for flowering plant and food production, from small private gardens to large agricultural-scale crops. The City of Ramsey has a successful and growing farmers market and local foods movement. Supporting pollinator protections will also support farmers and gardeners who are providing locally-produced foods and goods to the community.

Open spaces and natural areas

Based on citizen surveys over the years, the natural environment and open space has been consistently identified as important to the community. Seeking opportunities to preserve natural areas seems to not only be consistent with the survey results, but would also provide protection for critical pollinator habitat. These open spaces and natural areas not only benefit wildlife, but also contribute to water quality, by slowing runoff and filtering sediment and pollutants before discharging into a water body and groundwater recharge, as the slower runoff results in greater infiltration.

Future pollinator action: What can Ramsey do?

Actions at the city level can have a significant impact, given that local governments are given wide latitude to regulate land use through zoning and other ordinances. As public landowners, cities can also

impact environmental outcomes considerably by implementing policies and practices that promote pollinators on their own properties. Local governments can also promote public education and awareness of the importance of protecting pollinators and their habitats by providing access to resources and examples of pollinator-positive actions to members of the community. The level of action a city could take can range from providing public resources (more passive) to conversion of park land into native habitat (more active).

There are a number of actions the City of Ramsey could take to formalize a commitment to protecting pollinator species. The following summarizes possible directions the City of Ramsey could take to actively promote pollinator protection. Most proposed actions could occur at little to no additional cost to the City.

Pass a Pollinator-Friendly Resolution

Ramsey could elect to join the fifteen (15) Minnesota cities that have passed pollinator resolutions intended to express support for pollinator protection and commit to pollinator-friendly practices. Example resolution items include elimination of neonicotinoid pesticides on publicly managed lands, piloting innovative pest management programs, incorporating native plantings in public spaces, and encouraging citizen stewardship and education.

Participate in Mayors' Monarch pledge

Taking the pledge requires following through on at least three (3) actions designed to protect monarch butterflies over the course of one year, and documenting progress toward those efforts.

Partner with a local advocacy group

Humming for Bees, Pollinate Minnesota, and Pollinator Friendly Alliance all provide resources for cities interested in supporting pollinator species including assistance in developing effective city resolution language.

Actively support public awareness & education

The City can support pollinator protection efforts by providing resources and links to community members who are interested in incorporating pollinator-friendly practices on their properties. With the permission of the landowners, the City could showcase exemplary properties that exhibit pollinator-friendly landscapes and practices as a demonstration opportunity to educate the community. There is a wealth of existing information regarding pollinators and native landscapes to support pollinators. Rather than 'recreating the wheel', the City could develop a webpage that serves as a repository of this information that is readily accessible by residents and businesses.

Promote Citizen Science efforts

Across the country, interested individuals and groups are engaging in observational studies and documentation of pollinator locations, behaviors, and habitats and are contributing to a large citizen-driven dataset tracking pollinator activity. The City should encourage and support citizen science efforts as they relate to pollinators and work to connect interested residents to the appropriate resources This could be incorporated into the public awareness and education element as part of a webpage and can link to an another entity such as Journey North that tracks citizen sightings of monarchs and milkweed.

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Continue progressive reduction in beekeeping barriers

As restrictive hurdles at the city level towards beekeeping continue to be minimized, more residents may elect to promote pollinators by maintaining bee colonies on their own properties.

Make certain that City's vegetative stock does not derive from harmful pesticide use

Although the City does not use neonicotinoids directly in its parks or public facilities, it can take an extra step by researching whether its plantings come from a stock that is treated with the pesticides that have been proven harmful to pollinator species. If so, the City could look for alternative plant materials that have not been 'pretreated' with neonicotinoid and other systemic insecticides.

Continue to partner with local entities to support native plantings

The City can commit to aid in supporting, funding or facilitating projects that incorporate prairie or native plantings.

Consider conversion of underutilized park land to native plantings

The City can consider doing an inventory of existing, underutilized park and recreation land to discover where conversion to native or low-impact plantings may be appropriate.

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ART IN THE PARK:

Mosaic Bee House





Ramsey Parks & Recreation and the Rumriver Art Center present

Art in the Park

Welcome pollinators into your yard with your very own bee house. Creative yet functional, you will use broken china dishes to decorate a new home for these special pollinators in your garden or yard.

Rumriver Art Center Instructors will lead participants step-by-step through this project, allowing you to understand the process of each technique and still be able to create your own version.

Registration required. Suggested donation of $10 per participant.

Event:
Create a Mosaic Bee House

Location:
Elmcrest Park
Meeting Room
16603 Quicksilver Street NW

Date: Monday, March 27, 2017

Time: 6:30 - 8:00 pm

To register: Visit our website
www.cityoframsey.com/ParkEvents

Contact:
tbailey@cityoframsey.com
763-576-4309

Councilmember _____ introduced the following resolution and moved for its adoption:

RESOLUTION #17-02-047

RESOLUTION TO SUPPORT POLLINATOR INITIATIVES IN THE CITY OF RAMSEY AND TO AUTHORIZE THE MAYOR TO TAKE THE MAYORS FOR MONARCHS PLEDGE ON BEHALF OF THE CITY

WHEREAS, the City of Ramsey is dedicated to promoting and maintaining a healthy urban and natural environment today and in the future; and

WHEREAS, pollinating insects, such as bees, butterflies, moths, flies, and others are integral to a healthy ecosystem and to a wide diversity of essential foods, including fruits, nuts, and vegetables; and

WHEREAS, many pollinators, including native bees and the iconic monarch butterfly, are threatened by the loss of natural flowering habitat, pesticide use, pathogens, and parasites; and

WHEREAS, the North American monarch population has declined by more than 90% over the past two decades; and

WHEREAS, cities, towns, and counties can play a critical role in helping protect pollinators by multiple actions including providing pollinator habitat in public parks, along roadways and/or in median strips, at community gardens and municipal buildings; and

WHEREAS, residents and businesses of the City of Ramsey can also make a difference by planting native milkweed and nectar plants to provide habitat and food for monarchs and other pollinators in locations where people live, work, learn and play; and

WHEREAS, restoring pollinator habitat will contribute to a clean environment, one of the Strategic Imperatives of Ramsey's Strategic Plan; and

WHEREAS, the City of Ramsey has recently completed a sustainable landscape project that incorporated native milkweed into the planting plan and worked with Ramsey Elementary School to assist with a pollinator friendly planting project on their campus; and

WHEREAS, the City of Ramsey has taken steps to eliminate barriers for residents and businesses to establish landscapes with native grasses and wildflowers to create new pollinator habitat and to promote water conservation; and

WHEREAS, the City of Ramsey has amended its ordinances providing a more streamlined process for homeowners desiring to undertake hobby beekeeping on the properties; and

WHEREAS, the use of pesticides for control of harmful pests sometimes has unintended consequences against beneficial insects such as bees and butterflies, including monarchs, and the insect predators, which are often pollinators as well; and

WHEREAS, there has been increased scrutiny specifically on the link between a class of pesticides commonly used that contain neonicotinoids and a decline in pollinators;

WHEREAS, the City of Ramsey is aware of the concerns associated with the use of neonicotinoids and is consciously working to ensure they are not used on public lands; and

WHEREAS, the City of Ramsey wants to do its part in restoring the population of pollinators in general and the monarch butterfly in particular.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA, as follows:

1) That the Ramsey City Council hereby supports the Mayors for Monarchs program and supports the Mayor in taking the Mayors for Monarchs Pledge.
2) That the Ramsey City Council hereby supports pollinator friendly initiatives on public lands such as eliminating the use of neonicotinoid products; sourcing plant material and trees from nurseries that do not use neonicotinoids or other pesticides proven to be harmful to pollinators; and over-seeding unused or little used turf areas in parks with more pollinator beneficial plants such as clover.
3) That the Ramsey City Council hereby supports efforts to communicate to the public the importance of protecting pollinators and to encourage property owners, both residential and commercial, to be more conscious of pollinator stewardship practices on their properties.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 14th day of February, 2017.

_____
Mayor

ATTEST:

City Clerk

CC Regular Session **7. 7.**

Meeting Date: 02/14/2017

Submitted For: Patrick Brama, Administrative Services

By: Patrick Brama, Administrative Services

Information

Title:

Consider Request from American Print & Digital for Use of Ramsey EDA Revolving Loan Fund

Purpose/Background:

PURPOSE

Consider Request from Ramsey Business for use of the Economic Development Authority (EDA) Revolving Loan Fund (RLF). $72,500 EDA loan amount, 5% of project costs ($1.44M), 10-year term, 3% interest. Please see attached draft loan agreement.

> NOTE: this case came to the EDA/ Council for the first time in January. At the time, the EDA/ Council provided the following direction to American Print & Digital: (1) an exception to the City's minimum owner equity would be allowed for American Print & Digital, from 10% to 5%, and (2) authorization to formally apply for the use of the EDA Revolving Loan Fund.

BACKGROUND

The intent of the EDA RLF program is to provide gap financing in situations in which conventional/ normal financing is not available for small/ medium sized businesses, to make good projects "GO." Please see attached EDA RLF guidelines for details.

APPLICANT/ BUSINESS

The business considering the EDA RLF is American Print & Digital. They are located of Radium Street in eastern Ramsey, just south of Bunker Lake Boulevard. They currently lease about 5,000 sf in a multi-tenant spec building. They are a "broker" style printing firm. Meaning, they don't work with end-user customers directly--they only work with brokers. Brokers sign contracts with American Print & Digital for work. They have 7 full-time employees. The business started in 2009 and has steadily grown year-after-year.

American Print & Digital needs room to grow, at least 10,000 sf total. They recently placed an order for a very expensive piece of equipment, which they already have enough orders to run for a minimum 6-hours per week, and expect at least 20-hours per week immediately when it's installed. The new piece of equipment allows them to expand their production capacity to larger runs, on physically larger pieces of material, and to produce product quicker/ cheaper.

Please see attached cover letter from American Print & Digital for details.

THE PROJECT

American Print & Digital has a purchase agreement in place for the former "All-Brite Printing" building located between Do-All Printing and Lano Equipment on US Highway 10 (6320 Highway 10). This building is just less than 15,000 sf, and is set up ideally for their operations. Some renovations are needed. This purchase will allow for expansion of their business, placement of their new machine, and room for small future expansion. Additionally, in the short term, American Print & Digital plans to sub-lease a small portion of the property until they need it (about 3,000 sf).

The project is about $1.4M total--in which American Print & Digital is seeking financing, with about $600,000 of the total project costs are the new machine. The Bank of Elk River has tentatively indicated they would fund 50%, the SBA (via the development corporation) has tentatively indicated they would fund 40%, and the owner has indicated they would like the EDA RLF to cover 5%, and for owner equity to be 5% (20 year term, Bank lien 1, SBA lien 2, City lien 3).

The owner is requesting 5% EDA RLF financing to allow equity dollars to be dedicated to ongoing business working capital needs. The printing industry requires a significant level of working capital to upgrade machines, repair machines, and purchase ever-changing software. It is not uncommon for these unexpected costs related to machines to cost several hundred thousand dollars. American Print & Digital can physically make the deal happen without without the EDA RLF. However, they want to be prudent/ smart about how they are growing their business planning--and they want to make sure they can digest their growth.

NOTE: a common pit-fall for quickly growing small businesses is to not have enough money available in working capital, and outstrip their ability to digest their growth (i.e. they don't have enough working capital to pay for short term expenses incurred as a result of their quick growth). This can happen by putting too much equity into the upfront project, and not leaving dollars for working capital. American Print & Digital is attempting to avoid this potential problem via this request to the City.

Notification:

Observations/Alternatives:

Credit analysis/ underwriting was completed by Mike Mulrooney of the Central Minnesota Development Corporation (CMDC) on behalf of the Ramsey EDA. Mr. Mulrooney has supplied the City with a MEMO/ report and that report was provided to the EDA. Mr. Mulrooney review his findings before the EDA and presented his recommendation for approval of this loan.

In summary, Mr. Mulrooney was satisfied with the credit-worthiness of American Print & Digital, and he recommended that the EDA attempt to collateralize the loan with equipment (10 year term), or take a second lien on other personal assets of the business owner.

Funding Source:

EDA RLF: about $300,000 balance prior to this loan.

Recommendation:

This case was reviewed by the EDA on 02/09. The EDA was in support of approving the attached loan agreement via a 7-0 vote. The EDA made the following general comments:

- it is recommended that the borrower pledge personal assets (residence) to secure the loan
- that the City's approval is contingent upon approval by the bank and the SBA
- that final approval is subject to review and approval by the City Attorney and CMDC

Action:

Motion to:

Approve the attached draft loan agreement with American Print & Digital and approve an EDA RLF loan in an amount up to $72,500 (not to exceed 5% of the project cost); subject to:

- the borrower providing a second mortgage on his residence to secure the loan
- the borrower receiving approval of the project loan by the bank and the SBA, and
- review and approval of the loan agreement by the City Attorney and the CMDC

.

Attachments

DRAFT LOAN AGREEMENT
American Print and Digital Cover Letter
ACG MEMO (previous case)
EDA RLF Guidlines

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	02/09/2017 04:24 PM
Form Started By: Patrick Brama		Started On: 02/08/2017 05:23 PM
Final Approval Date: 02/09/2017		

LOAN AGREEMENT

American Print and Digital, LLC and Zap Properties, LLC as Co-Borrowers

LOAN: $72,500.00 TERM LOAN

PART 1. PARTIES, DATE, TERM AND PURPOSE

1.1 **Parties.** The parties to this Agreement (this "Agreement") are as follows:

The City of Ramsey, Minnesota, a public body corporate and politic under the laws of Minnesota whose business address is 7550 Sunwood Dr NW, Ramsey, MN 55303, (hereinafter referred to as "Lender");

Lender administers a loan program to facilitate development and redevelopment in Ramsey, Minnesota.

Zap Properties LLC LLC, a Minnesota limited liability company, whose registered address is 13950 Radium St NW, Suite 400 Ramsey, MN 55303, (the "Borrower").

American Print and Digital LLC, a Minnesota Limited Liability Company, whose registered address is 13950 Radium St NW, Suite 400 Ramsey, MN 55303, (the "Co-Borrower");

Jason Farrell, whose address is _____ (the "Personal Guarantor"); and

Guarantors, the personal Guarantor may hereinafter be referred to collectively as (the "Guarantor").

1.2 **Date of this Agreement.** The date of this Agreement is _____, 2017 and said date is the date of closing on the loan ("the Date of Closing").

1.3 **Term of this Agreement.** The term of this Agreement shall be from the date of this Agreement set forth above and continue thereafter until all indebtedness has been paid in full.

1.4 **Purpose of this Agreement.** Borrower has requested credit accommodations from Lender, to which Lender has agreed. Lender has granted to Borrower the following credit accommodations, on the conditions set forth herein:

a. **Term Loan** of Seventy Two Thousand Five Hundred Dollars ($72,500.00) (the "Loan") to be used for the purchase of real estate and minor renovations which real estate is commonly known as 6320 Highway 10, Ramsey, MN, 55303 and having Anoka County, Minnesota PID 35-32-25-32-0037 (the "Property").

PART 2. LOAN TERMS AND REPAYMENT

2.1 **Promissory Note.** In consideration of the receipt of the ("Loan"), Borrower shall repay to the Lender the Loan pursuant to the terms of the Promissory Note of even date (the "Note"), the form of which is attached hereto as Exhibit A and which terms include the following: interest at a rate of 3.0 %per annum (the "Rate"); Principal and Interest payments of _____ per month beginning _____, 2017 and continuing on the first day of each month thereafter, until _____, 2027, (the "Loan Maturity Date"). Borrower shall pay the principal of and interest rate then in effect over the term of the Note. Said payments to continue each month thereafter until the Loan Maturity Date on which date the entire remaining principal balance plus accrued interest shall be due and payable in full.

2.2 **Interest From Date of Closing**. Interest at the Initial Rate on the Note principal shall commence to accrue on the Date of Closing and all accrued interest from said date through _____, 2017 shall be paid in advance to Lender in full on the Date of Closing. Said amount is calculated to be $_____.

PART 3. LOAN DISBURSEMENT OF LOAN PROCEEDS

3. **Disbursement of Loan Proceeds**. The Loan proceeds shall be disbursed to Borrower upon satisfaction of the following conditions:

a. Borrower having executed and delivered to Lender, without expense to Lender:

(1) executed copies of the following documents:

i. this Loan Agreement;
ii. the Note;
iii. Combination Mortgage, Security Agreement and Fixture Financing Statement granting Lender a Third priority Mortgage on the Property subject only to Permitted Encumbrances as set forth on Exhibit B attached hereto; (the "Mortgage");
iv. Potential mention of the Mtg on Residential RE if they plan on doing that set forth on Exhibit C attached hereto; (the "Mortgage");
v. The Guarantee executed by the Guarantor.

The Note, the Loan Agreement, the Mortgage and the Guarantee executed by the Guarantor are collectively herein after referred to as the "Loan Documents."

b. The Borrower having acquired marketable title to the Property in accordance with the terms of this Agreement, and Borrower having provided evidence satisfactory to Lender that Borrower has incurred costs in at least the amount of the Loan so disbursed, which evidence shall include closing statements, paid invoices or comparable evidence of expenditures;

c. Borrower having paid the Lender an origination fee of $_____; and

d. Borrower having delivered evidence to the Lender that Borrower has contributed a minimum cash equity for the acquisition of the Property in at least the amount of $72,500.00.

e. Borrower having closed on a loan from The Bank of Elk River in an amount not to exceed $722,000.00.

f. Borrower having closed on a loan from US Small Business Administration c/o MBFC in an amount not to exceed $577,000.00.

g. Borrower having delivered to Lender articles of organization/incorporation and operating agreements/bylaws for the Borrower and the Corporate Guarantor.

h. Borrower having delivered evidence satisfactory to Lender that there has been no materially adverse change to the financial condition of the Borrower, Co-Borrower or the Personal Guarantor prior to the Date of Closing.

i. Borrower having paid to or reimbursed the Lender for any and all costs and expenses, including, without limitation, attorneys' fees, paid or incurred by the Lender in connection with (i) review, negotiation, preparation, and approval of the Loan Documents and any other document or agreement related thereto or the transactions contemplated hereby; (ii) the review, negotiation, preparation, and approval of any amendments, modifications or extensions to any of the foregoing documents, instruments or agreements, and the preparation and consummation of any and all documents necessary or desirable to effect such amendments, modifications or extensions; (iii) any appraisals, environmental assessments or other reports relating to the Property which the Lender is authorized to seek, order or prepare pursuant to the Loan Documents or any other instrument evidencing or securing the Loan or is required to seek, order or prepare pursuant either to applicable laws or regulations or the Lender's policies or procedures generally applicable to commercial mortgage loans by the Lender; (iv) any reasonable fees or costs charged to the Lender by an architect or other design professional engaged by the Lender to, among other things, inspect the construction of any approved improvements to the Property, or verify compliance thereof with applicable building and zoning laws; (v) all title insurance premiums, filing and recording fees and mortgage registration tax paid or payable in connection with the consummation of the transaction contemplated hereby; and (vi) the enforcement by the Lender during the term hereof or thereafter of any of the rights or remedies of the Lender under any of the foregoing documents, instruments or agreements or under applicable law, whether or not suit is filed with respect thereto (attorneys fees and costs are limited to reasonable fees and costs).

PART 4. LOAN SECURITY AND GUARANTY

4.1 **Secured Collateral.** Collateral securing all advances made on all loan accommodations described in this Agreement shall be as follows:

a. **Third Mortgage.** The Borrower grants Lender a Third priority mortgage on the Property. The legal description of the Property is:

THAT PRT OF LOTS 4 & 5 AUD SUB NO 96 DESC AS FOL: COM AT MEAN COR ON W LINE OF SEC 35 SD COR BEING 620.5 FT S OF W1/4 COR OF SD SEC (SD W LINE TO BE CONSIDERED TO BE A TRUE MERIDAN), TH S 55 DEG 12MIN E 375.4 FT, TH S 68 DEG 17 MIN E 106 FT, TH N PRLL/W W LINE OF SD SEC 560.6 FT TO POB, TH CONT N ON SD PRLL LINE 169.4 FT, TH N 24 DEG 21 MIN E 105.6 FT TO S LINE OF ST HWY NO 10, TH NWLY ALG SD S LINE TO A PT 394 FT SELY OF INTER OF SD S LINE WITH W LINE OF SD SEC AS MEAS ALG SD S LINE (SD PT BEING HEREAFTER REFERRED TO AS PT A), TH SWLY AT AN ANG OF 60 DEG 20 MIN FROM A LINE DRAWN PRLL/W NLINE OF GOVT LOT I & PASSING THROUGH PT A 123 FT +/- TO A PT 308.5 FT E OF W LINE OF SD SEC (AS MEAS PRLL/W N LINE OF SD GOVT LOT), TH S PRLL/W SD W LINE TO INTER/W A LINE DRAWN W AT RT ANG TO SD PRLL LINE FROM POB, TH E TO POB EX RDS, SUBJ TO EASE OF REC

b. **The Collateral**. The Property and the Third Mortgage proceeds are hereinafter referred to collectively as (the "Collateral".)

4.2 **Ownership and care of Collateral.** Borrower and Guarantor covenant that this Agreement and any security agreement/mortgage taken in connection with this Agreement will vest in Lender a second priority security interest/mortgage upon the Collateral named, and that the Collateral is free from all liens, security interests and encumbrances except those listed on Exhibit B attached hereto and made a part hereof (the "Permitted Encumbrances"). Borrower warrants it has good marketable title to the Collateral subject to no security interest or lien except as described herein.

4.3 **Documentation required to maintain valid lien.** Borrower and Guarantors covenant that upon request of Lender they will execute such financing statements, security agreements, lien documents, and other perfection and security instrumentation as will ensure that Lender creates and maintains a valid and perfected second security interest/mortgage lien on the Collateral.

4.4 **Flood and Hazard Insurance Coverage**. During the term of the Loan, Borrower shall maintain the following insurance coverages:

a. **Flood Insurance**. Based on the Standard Flood Hazard Determination (FEMA Form 81-93): If any portion of a building that is collateral for the Loan is located in a special flood hazard area, Borrower must obtain flood insurance for the building under the NFIP. Insurance coverage must contain a MORTGAGEE CLAUSE (or substantial equivalent) in favor of Lender and CMDC. This clause must provide that any action or failure to act by Borrower, the mortgagor or owner of the insured Property will not invalidate the interest of Lender and CMDC. The policy or endorsements must provide for at least 10 days prior written notice to Lender and CMDC of policy cancellation.

b. **Real Estate Hazard Insurance** coverage on all real estate that is collateral for the Loan in the amount of the full replacement cost. If full replacement cost insurance in

not available, coverage must be for the maximum insurable value. Insurance coverage must contain a MORTGAGEE CLAUSE (or substantial equivalent) in favor of the City of Ramsey. This clause must provide that any action or failure to act by Borrower, the mortgagor or owner of the insured Property will not invalidate the interest of the City of Ramsey. The policy or endorsements must provide for at least 10 days prior written notice to the City of Ramsey of policy cancellation.

4.5 **Guaranty.** Guarantors herein covenant that they guaranty payment of all loan accommodations referred to in this Agreement and repayment of all advances made thereunder, together with interest and costs of collection, if any, including reasonable attorney fees not prohibited by law. Said guaranty is of payment and is a continuing, absolute, and unconditional guaranty.

4.6 **Use of Proceeds.** Borrower warrants that it will use the proceeds of the Loan made by Lender solely for costs of the purchase and renovation of the Property.

PART 5. DOCUMENTS FURNISHED PERIODICALLY BY BORROWER AND GUARANTORS AND INSPECTIONS ALLOWED BY BORROWER

5.1 **Documents to be furnished periodically.** Borrower and Guarantors will furnish to Lender the following documents at the times indicated throughout the term of this Agreement:

a. As a condition precedent to closing of this Agreement and upon request of Lender thereafter, evidence satisfactory to Lender that Borrower and the Corporate Guarantor are able and authorized to enter into and consummate the credit transactions referred to in this Agreement shall be provided. Such evidence shall include, but is not necessarily limited to, the following: Borrower's and Corporate Guarantor's articles of organization; certificate of good standing from the state; company authorization resolutions; company minutes; and if Lender requests in a separate writing, an opinion of Borrower's and Corporate Guarantor's counsel to the foregoing effect.

b. As a condition precedent to closing of the Loan and upon request of the Lender thereafter, appropriate loan documents to support the credit accommodations in this Agreement, including, as appropriate, promissory notes, mortgages, lease assignments, subordination agreements, other perfection documents, insurance and other Collateral assignments, insurance certificates identifying Lender as loss payee, setoff disclosures, and any and all other documents and instruments which in the opinion of Lender are necessary to validate and consummate the credit transactions referred to in this Agreement will be received by Lender.

c. Income Tax returns of Borrower and Corporate Guarantor certified by each respective entity, to be received by Lender within 120 days after each fiscal year end.

d. Annual personal financial statement of each Individual Guarantor, to be submitted concurrently with the Borrower's statement required above.

e. Annual personal income tax returns (including all schedules and K-1's) of the Individual Guarantors, to be submitted concurrently with the Borrower's statement required above.

5.2 **Borrower and Co-Borrower record keeping and Lender inspection of Collateral and records**. Borrower and Co-Borrower will keep true and accurate books and records of its business operations, accounts, and Borrower and Co-Borrower will permit Lender at any reasonable time and during regular business hours to inspect the Property, and to examine Borrower's and Co-Borrower books, records, and files, and make copies thereof, and to discuss the affairs of Borrower and/or Co-Borrower with their members/shareholders, officers, directors, and employees. In addition, the Borrower shall provide (i) annual financial statements, annual debt schedules and tax returns of the Borrower not later than 120 days after each fiscal year end of the Borrower (ii) annual personal financial statements and personal tax returns for the Personal Guarantor not later than October 15 of each year, and (iii) compiled annual financial statements, annual debt schedules and tax returns of the Co-Borrower not later than 120 days after each fiscal year end of the Co-Borrower.

PART 6. FINANCIAL COVENANTS AND LIMITATION ON CETAIN ACTIVITIES OF BORROWER

6.1 **Indebtedness, liens, and disposition of assets**. Borrower shall not, without the prior written consent of Lender, which approval shall not be unreasonably withheld, do any of the following: except debt incurred in the ordinary course of business and indebtedness to Lender contemplated by this Agreement and indebtedness to _____; incur indebtedness for borrowed money; sell, transfer, assign, pledge, lease, grant a security interest in, or otherwise encumber any of Borrower's and Co-Borrower's assets, except to Lender and except to those identified on Exhibit B, the Permitted Encumbrances.

6.2 **Ownership stability of Borrower**. Borrower covenants that unless prior written approval has been provided by Lender, which approval shall not be unreasonably withheld, Borrower's majority limited liability company membership interest holders in control of Borrower at the time of this Agreement shall not sell or otherwise relinquish majority ownership control of Borrower.

6.3 **Ownership stability of Co-Borrower**. The Co-Borrower covenants that unless prior written approval has been provided by Lender, the owners of a majority of the outstanding membership units of the Co-Borrower at the time of this Agreement shall not sell or otherwise relinquish their majority ownership control of the Co-Borrower.

6.4 **Change of business form or identity.** Borrower and Co-Borrower will not, without the prior written approval of Lender, which approval shall not be unreasonably withheld, change their business forms, business names or trade names, change location, or acquire or merge or consolidate with any other entity.

6.5.1 Until the Loan is paid in full, Borrower shall maintain the Property in commercial use in accordance with all City ordinances. The Property shall be considered in commercial use if: Borrower operates a business in the Property; Borrower leases the Property or portions thereof

to an entity that operates a business; or Borrower is actively marketing the lease of the Property or portions thereof to one or more businesses.

6.5 **Business taxes and insurance.** Borrower and Co-Borrower covenant to pay all taxes associated with their business, including but not limited to income taxes, sales taxes, employee taxes, and all other business related taxes, whether federal, state, county, municipal, or imposed by any other governmental unit. Borrower and the Corporate Guarantor Co-Borrower further covenant to maintain liability, hazard insurance policies in coverages and with such endorsements as are reasonably satisfactory to Lender, and to pay all worker's compensation and unemployment premiums or charges, when due, to maintain all insurance policies and employment-related coverages in full force and effect throughout the term of this Agreement.

PART 7. DEFAULT

7.1 **Default defined.** Default under this Agreement shall consist of anyone or more of the following events:

a. Failure to pay when due any amount required of Borrower, Co-Borrower or any Guarantor under this Agreement or under the Note, security agreement, or other loan instrument or document executed in connection with this Agreement.

b. Failure to perform any act or deed required of Borrower, Co-Borrower or any Guarantor or failure to refrain from any act prohibited, under this Agreement or under any related instrument or document executed in connection with this Agreement.

c. Failure of majority limited liability company membership interest holders of Borrower and Co-Borrower to maintain their status as majority owners of Borrower.

d. Any warranty, representation, or statement made or furnished to Lender by or on behalf of Borrower, Co-Borrower or any Guarantor which is false or misleading in any material respect, either now or at the time made or furnished.

e. The dissolution or termination of Borrower's or Co-Borrower's existence as a going business, insolvency, appointment of a receiver for any part of Borrower's, Co-Borrower's or any Guarantor's property, any assignment for the benefit of creditors, any type of creditor workout, or the commencement of any proceeding under any bankruptcy or insolvency laws by or against Borrower, Co-Borrower or by or against any Guarantor.

f. Failure to discharge taxes or other liens, other mortgages or charges levied or assessed against the Collateral other than the lien (the second Mortgage) created under this Agreement by the parties.

g. Any other event defined as an event of default in any separate promissory note, security agreement, mortgage or other instrument or document executed in connection with this Agreement.

h. Death of an Individual Guarantor to the extent life insurance assigned or pledged to the Lender, or other sources of funds or security, are unavailable to reasonably substitute for the financial security which the deceased Individual Guarantor had provided to the Lender with his/her Guaranty during his/her life.

i. Any attempt by any Guarantor to revoke the guaranty or impair its enforceability.

7.2 **Remedies**. In the event default occurs, Lender may exercise anyone or more of the following rights and remedies:

a. Declare the entire balance of the Loan referred to in this Agreement or any or all loans governed by this Agreement as immediately due and payable.

b. Take possession of the Collateral by self help or judicial action, foreclosure, or other procedures and dispose of the Collateral pursuant to applicable laws of the State or Federal Governments.

c. Commence and prosecute an action to collect the debt from Borrower or any Guarantor, or any or all of them.

d. Refuse to make any further advances under this Agreement or under any instrument or document executed in connection with this Agreement.

e. Exercise such additional or alternative remedies as are available to Lender under the terms of this Agreement, under any instrument or document executed in connection with this Agreement, or under applicable law.

PART 8. INDEMNIFICATION

8.1 **Indemnification**.

(a) Borrower shall and does hereby agree to indemnify and to hold Lender, and its officers, agents, and employees, harmless for any and all liability, loss, or damage that it may incur under or by reason of this Agreement, and of and from any and all claims and demands whatsoever that may be asserted against Lender by reason of any alleged obligations or undertakings on its part to perform or discharge any of the terms, covenants, or agreements contained herein.

(b) Should Lender, or its officers, agents, or employees incur any such liability or be required to defend against any claims or demands pursuant to this Section, or should a judgment be entered against Lender, the amount thereof, including costs, expenses, and attorneys fees, shall bear interest thereon at the rate then in effect on the Note, shall be secured hereby, shall be added to the Loan, and Borrower shall reimburse Lender for the same immediately upon demand, and upon the failure of Borrower to do so, Lender may declare the Loan immediately due and payable.

(c) This indemnification and hold harmless provision shall survive the execution, delivery, and performance of this Agreement and the creation and payment of any

indebtedness to Lender. Borrower waives notice of the acceptance of this Agreement by Lender.

(d) Nothing in this Agreement shall constitute a waiver of or limitation on any immunity from or limitation on liability to which Borrower is entitled under law.

PART 9. MISCELLANEOUS PROVISIONS

9.1 **Limited Liability Company status and authority of Borrower.** Borrower herein covenants that it is a limited liability company duly organized and existing and in good standing under the laws of the State of Minnesota and has the appropriate power and authority to own its property and carry on its business as it is being conducted at the time of this Agreement; Borrower has full power, authority, and proper authorization to enter into this Agreement and the loan and security transactions attendant thereto.

9.2 **Limited Liability Company status and authority of Co-Borrower.** Co-Borrower herein covenants that it is a limited liability company duly organized and existing and in good standing under the laws of the State of Minnesota and has the appropriate power and authority to own its property and carry on its business as it is being conducted at the time of this Agreement; Co-Borrower has full power, authority, and proper authorization to enter into this Agreement and the loan and security transactions attendant thereto.

9.3 **No waiver.** No delay or failure by Lender in the exercise of any right or remedy under this Agreement or under law shall constitute a waiver thereof, and no single or partial exercise by Lender of any right or remedy shall preclude other or further exercise thereof or the exercise of any other right or remedy.

9.4 **Agreements upheld despite invalidity of any clause.** If a court of competent jurisdiction determines any clause or provision of this Agreement to be invalid or void for any reason, such findings will not affect the validity and enforceability of the balance of this Agreement.

9.5 **Collection costs and expenses.** Borrower, Co-Borrower and Guarantor agree to pay upon demand all of Lender's court costs and disbursements, including attorney's fees, and other expenses allowed by law or the court, if incurred in reasonable connection with this Agreement and the enforcement thereof or in connection with the loan or the collection thereof.

9.6 **Modifications in writing only.** Any modification of this Agreement must be in writing and signed by all parties hereto to be valid.

9.7 **Applicable law**. The loan documents discussed herein shall be governed by and construed in accordance with the laws of the State of Minnesota. The Lender may, in its discretion, utilize the laws of other states where property of the Borrower or any Guarantor is located to enforce this Agreement and collect the indebtedness. Lender may also in its sole discretion utilize any applicable federal laws of the United States of America to enforce this Agreement and the Lender's rights in the Collateral pledged in this Agreement and collect the indebtedness described herein.

9.8 **Notice of litigation.** Borrower, Co-Borrower and Guarantor shall promptly inform Lender in writing of all material adverse changes in Borrower's, Co-Borrower's or any Guarantor's financial condition, and all litigation and claims and all threatened litigation and claims affecting the Borrower, Co-Borrower or any Guarantor that could materially affect the financial condition of the Borrower, Co-Borrower or any Guarantor.

9.9 **Notices.** All notices required to be given under this Agreement shall be given in writing and shall be effective when actually delivered or when deposited in the United States mail, first class, postage prepaid, addressed to the party to whom the notice is to be given at the address on the cover page of this Agreement. Any party may change its address for notices under this Agreement by giving formal written notice to the other parties, specifying the purpose of the notice is to change the party's address.

IN WITNESS WHEREOF, the parties have set their hands the day and year first above written.

LENDER:

City of Ramsey

By: _____
_____, Its_____

Dated: _____

BORROWER:

Zap Properties, LLC, a
Minnesota Limited Liability Company

By:_____
Jason Farrell, Its _____

CO-BORROWER:

American Print and Digital, LLC, a
Minnesota Limited Liability Company

By:_____
Jason Farrell, Its _____

INDIVIDUAL GUARANTOR:

_____

Jason Farrell

Dated: _____

Draft

American PRINT & DIGITAL

1/5/2017

City of Ramsey
Patrick Brama
7550 Sunwood Drive NW
Ramsey, MN 55303

Dear Mr. Brama,

American Print & Digital is a wholesale printing company that was founded in 2009 and is based solely in Ramsey. Our core products are marketing materials, stationery, books, and business forms and we sell these to printing brokers and sales people around the country. Due to steady growth, we have decided to expand our business with new equipment and more space.

In early 2016 we began searching for and found equipment that will allow us to add tremendous capacity to our current production. In addition, this equipment will allow us to expand our product offerings and increase our competitiveness in other areas. As part of this expansion we are also in need of additional space. We currently occupy 5000 square feet and have discussed adding on another 5000. During this process, however, the building at 6320 Highway 10 became available.

6320 Highway 10 was previously occupied by a printing company. It already has all of the power capacity and distribution that we need for our equipment. The building is large enough for our business now and for growth in the future. We are planning to buy this property, make some upgrades inside and out, and begin operations there by April 2017.

I am applying for SBA financing for the equipment and building. This financing requires 10% equity and it is my hope that the City of Ramsey will help with a 5% loan. Partnering with the City of Ramsey will help ensure the success of our expansion by allowing us to retain some of our cash reserves for moving expenses and the additional costs that come with this type of expansion (inventory, support equipment, marketing, etc.). While our numbers aren't quite final, the whole package will be close to $1,400,000. $800,000 for the building and improvements. $600,000 for equipment.

Thank you for your consideration. Our company has been successful in Ramsey for over 7 years and we are very excited for this opportunity to stay and continue to grow here.

Sincerely,

Jason Farrell
President

13950 Radium St NW, Suite 400 • Ramsey, MN 55303
763-421-0611 • 877-364-4545 • Fax 763-712-9107

ACG
Economic Development Advisors

Memo

To: Ramsey EDA

From: Mike Mulrooney, Economic Development Consultant

CC: Patrick Brama

Date: January 5, 2017

Re: American Print & Digital Request for Exception to RLF Policy

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The City of Ramsey has been approached by *American Print & Digital* regarding the Ramsey Revolving Loan Fund. *American Print & Digital* is a local Ramsey business who is interested in purchasing an existing building located at 6320 US Highway10.

The company has been exploring financing options to acquire the property. The financing option of choice appears to be the SBA 504 Loan Program. The 504 Loan Program provides growing businesses with long-term, fixed-rate financing for major fixed assets such as land, buildings, machinery and equipment. A typical 504 project includes a loan secured with a senior lien from a private-sector lender covering up to 50 percent of the project cost, a loan secured with a junior lien from a Certified Development Company (backed by a 100 percent SBA-guaranteed debenture) covering up to 40 percent of the cost, and an equity injection of at least 10 percent from the small business.

American Print & Digital has determined that while the SBA 504 program provides excellent financial leverage it will be difficult for them to inject 10% into the financing structure without potentially jeopardizing the company's working capital position. Therefore, additional financing options are being explored including the Ramsey Revolving Loan Fund to fill a perceived equity gap.

The current policy for the Ramsey Revolving Loan Fund also calls for an equity injection of 10% by the borrower. The company is requesting that the Ramsey EDA consider an "exception to policy" that would allow the Ramsey Revolving Loan Fund to inject 5% into the project financing structure over and above the SBA 504 Loan structure thereby achieving 95% leverage. This would amount to $70,000 of

within a $1.4 million project budget. The company has indicated to city staff that they have the ability to inject 5% equity into the project.

As Ramsey's Economic Development Consultant I have been asked to provide my perspective on whether the EDA should consider this request for an exception to policy or consider amending its RLF policy to allow for 5% minimum equity injections.

Policy Exceptions

Ramsey's RLF loan Policy has been around for some time and has undergone many changes since it was originally written. Records indicate that no changes have been made since 2005. After reviewing the current policy I have found that it does not provide any provision for exceptions.

Exceptions to loan policies are common. Even fundamentally sound credits may need policy exceptions from time to time as such credits may not always conform to all aspects of a loan policy. There may be mitigating circumstances that would justify the loan's approval. Ideally the loan policy should establish processes and procedures for presenting nonconforming or exception loan requests received from creditworthy borrowers. Having the ability to approve exceptions for solid credits would give the EDA the ability to approve a loan request or propose an alternative structure.

Keep in mind that frequent approval of policy exceptions may indicate a loosening of credit underwriting criteria and/or a policy that is too restrictive. The underlying reasons behind frequently granted exceptions should be assessed and appropriate actions should be taken to ensure the policy is appropriately conveying the risk profile desired by the EDA and City Council.

In short, the EDA and/or City Council may want to consider amending the Ramsey RLF Policy to establish review and approval procedures for exception loans, including loans with loan-to-value percentages in excess of desired limits.

The American Print & Digital Request

The type of request that American Print & Digital is making is not unusual. It is common for gap financing programs offered by cities involved in economic development to assist with increasing leverage beyond what other financing tools may provide. It is equally common and wise to require some level of equity on the part of any borrower to insure that risk is shared between all parties including the borrower as well as the lender. The art of economic development lending involves designing a plan that accomplishes the goals of the city while at the same time minimizing the risk.

In the absence of having a defined path for considering exceptions to the current loan policy I recommend that the EDA consider this request. **Keep in mind that this does not mean that you are providing credit approval. The City has not received a formal application and therefore no underwriting of the loan request has been initiated or completed.** The underwriting process may yield other options for meeting the needs of the borrower without approving an exception to current policy.

Final loan approval would be based on a review of information provided by the borrower, their primary lender and what underwriting uncovers during the loan review and underwriting process. Credit approval should not be considered until this work is completed.

Following receipt of all required information the current policy outlines the following path to credit approval.

1. All parties seeking revolving loan funds must file a pre-application. The pre-application requests basic information regarding the applicant, project scope, and project costs.
2. If the loan request appears to be eligible, a full revolving loan fund application is forwarded to the applicant.
3. Only complete applications are considered. Underwriting begins to determine the credit worthiness of the borrower when complete information is provided.
4. Following the underwriting process, the loan request is placed on the agenda for the EDA's next scheduled meeting.
5. The EDA bases its credit decision on the economic benefit to the City of Ramsey, credit underwriting typical to the lending community including the borrower's ability to repay the loan and the collateral offered to secure the loan, the number of jobs to be created or retained, wage rates of jobs created or retained, and increase in the local tax base.
6. The Ramsey EDA serves as the *loan review committee*. The policy states that final determination on all revolving loan applications rests with the City Council.

I hope you find this information helpful. I am available at any time to answer any questions you may have regarding my recommendation or the loan approval process.

City of Ramsey

Economic Development Revolving Loan Fund Guidelines

As Amended February 2005

City of Ramsey
Community Development Division
7550 Sunwood Drive NW
Ramsey, Minnesota 55303

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Economic Development Revolving Loan Guidelines

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Economic Development Revolving Loan Guidelines

I. Purpose.

The purpose of these guidelines is to establish policies and procedures to regulate, coordinate, and facilitate the workflow for underwriting new financing requests, servicing revolving loans, and ensuring borrower compliance with loan terms and conditions.

II. Authorization and Funding Sources.

Chapter 469 of the Minnesota State Statutes, as amended, authorizes the City of Ramsey to make loans to prospective private businesses. The revolving loan fund was capitalized through funds made available by the City of Ramsey and the Minnesota Department of Employment and Economic Development.

III. Mission.

The mission of the revolving loan fund is to increase the City's tax base, create and retain permanent private sector jobs and improve economic opportunity and living standards for the citizens of Ramsey by promoting local business development and expansion, by attracting out-of-state business expansion, leveraging private sector funds, and assisting with the development of new technologies.

IV. Program Objective.

The objective of the revolving loan fund is to fill the financing gap between project costs and private debt financing and private equity by making direct low-interest rate loans for certain approved activities to businesses within the Ramsey city limits.

V. Eligible Activities.

A. Loan funds may be used to assist small businesses primarily by providing financial assistance for the following types of activities, including but not limited to: growth and expansion, rehabilitation, code compliance, employee recruitment and retention through housing initiatives, and facade enhancement.

B. Eligible costs. Eligible costs may include the following:

1. Land improvements. Improvements to the land which are a portion of the project cost including but not limited to: grading, new streets or street improvements, parking lots, utilities, and landscaping.

2. Purchase or renovation of building. Purchase and, if necessary, renovation of an existing industrial or commercial facility is permitted.

3. Purchase machinery or equipment. Purchase of major items of machinery and equipment independent of land and buildings. These items must be defined to have a useful life of at least *5* years.

4. Building construction. Construction of a new building and/or a major addition to an existing building.

5. Leasehold improvements. Revolving loan funds may be used for certain leasehold improvements provided the lease is equal to or greater than the term of the loan and the City secures a lien on the land or building, and improvements.

VI. Ineligible Activities. Certain applicants, projects, activities, and costs are ineligible for revolving loan funds.

A. Ineligible activities. Funds may not be used for nonprofit institutions, retail businesses, gambling organizations, lending or investment organizations, land speculation, or any activity deemed illegal by federal, state, or local law or ordinance.

B. Ineligible costs. Ineligible costs include but are not limited to: management fees, financing costs, franchise fees, debt repayment or consolidation, moving costs, refinancing, and operating costs or working capital.

VII. Loan Terms and Conditions

The City shall make available to eligible applicants direct low-interest loans for the purpose of encouraging economic development, job creation and job retention to meet business needs, and preservation of business districts in the City of

Ramsey.

A. Loan amount. There are maximum and minimum loan amounts for eligible projects.

1. Maximum loan amount. The maximum loan available from the revolving loan fund for each eligible project is limited to $300,000.00 or 40% of total project cost, whichever is less.

2. Minimum loan amount. The minimum loan amount available from the revolving loan fund for each eligible project is $25,000.00.

B. Interest rate. The interest rate shall be a fixed-rate and will be equal to the 10-year Treasury bond rate at the date of funding but shall not be less than 3.0%.

C. Term. The term of the loan will be tied to the useful life of the assets being financed. The following general terms apply:

1. Machinery/equipment. The term of the loan for machinery/equipment shall not exceed 7 years.

2. Land/building acquisition. The term of the loan for land/building shall not exceed 15 years.

3. New construction/renovation. The term of the loan for new construction/renovation shall not exceed 15 years.

4. Balance due. All balances will be due and payable if and when the loan recipient sells or otherwise transfers any or part or his/her interest in the property or fails to meet any of the guidelines established within this document before the maturity date of the loan or relocates any part or all of the business outside the City of Ramsey.

D. Wage and job goals.

1. Wage and Job goals shall be established for all loans in excess of $75,000. The wage and job goals will be identified in the Loan Agreement between the City of Ramsey and the borrower. The loan

agreement, must include: (1) the number of jobs created, which may include separate goals for the number of part-time or full-time jobs, or, in cases where job loss is specific and demonstrable, goals for the number of jobs retained; (2) wage goals for any jobs created or retained; and (3) wage goals for any jobs to be enhanced through increased wages. If the creation or retention of jobs is determined not to be a goal after a public hearing, the wage and job goals may be set at zero.

2. A business that receives revolving loan funds must agree to list any vacant or new position with the Minnesota Department of Employment and Economic Development.

E. Equity participation. There shall be a minimum 10% owner equity investment of total project costs required of all applicants.

F. Collateral requirements. All loan agreements will be secured by one or more of the following; promissory note, mortgage, or security agreement as required by the City; and

1. The revolving fund may take a subordinate position to the primary lender on the assets financed; and

2. Surety deposits shall be required for certain construction contracts as set forth in Minnesota Statutes 290.9705.

G. Letters of Commitment. Letters of commitment from all funding sources must be submitted for the application to be deemed complete.

H. Personal guaranty. Personal guarantees of persons with ownership interest of 20% or greater are required. Personal guarantees of persons with ownership interest between 5% to 19% may be required by the City but are discretionary.

I. Loan repayments. Loan payments must begin within one month of receipt of the Revolving Loan. The City of Ramsey may make exceptions to this rule on a case-by-case basis.

J. Loan prepayment. Prepayments are permitted where the Borrower makes the EDA whole for any losses or costs associated with the prepayment.

K. Notice of award or denial. Applicants will be notified in writing not more than fourteen (14) days after final action has been taken on their revolving loan fund application by the City.

L. Loan closing documents. The City will close the loan within sixty (60) days of final City approval of the loan application. At that time, the City will deliver to the Borrower all closing documents and a final debt service schedule. In exchange, the Borrower will deliver to the City its loan obligation which is defined as a bond, note, or other evidence of obligation issued by the Borrower to evidence it indebtedness under the loan agreement.

M. Post closing amendments and modifications. Requests for amendments and modifications following award, closing or disbursement of funds to the underwriting of the original request require City approval and shall be presented at the next scheduled meeting of the EDA.

N. Loan declination. The City will not make a loan if it determines the loan amount would place an undue burden on the financial resources of the Borrower or the Borrower cannot demonstrate adequate financial capacity to repay the loan or the City determines that making the loan is not in the best interest of the City.

O. Appeal. There will be a complaint and appeal procedure for aggrieved applicants:

1. Written notice. Applicants will receive written notice of denial of the loan and the reasons(s) for the determination within fourteen (14) days of the determination.

2. Petition. The aggrieved applicant may petition the EDA in writing for reconsideration within fourteen (14) days from date of the written notice of denial. Any request to appear before the EDA must be in writing and must be submit least seven (7) days prior to the EDA's scheduled meeting. Upon receipt of the written petition for reconsideration, the EDA shall consider the petition at it's next scheduled meeting and advise the petitioner in writing of its decision within fourteen (14) days of that meeting. The EDA's decision will be final.

3. Re-application. Applicants aggrieved by the EDA's final decision may re-apply for revolving loan funds after ninety (90) days if the concerns in the

preceding application are adequately and appropriately addressed.

VIII. Administration.

A. Loan review committee. The Ramsey EDA will serve as the loan review committee. The final determination on all revolving loan applications rests with the City Council.

B. Conflict of Interest. All city officials and employees shall comply with the applicable conflict of interest regulations set forth in the City Code.

C. Staff responsibility. Community development staff shall have the general responsibility for coordinating the application process, reviewing loan application, preparing applications and recommendations for review by the EDA, and coordinating the loan approval and service process as set forth in Subsections D -- G of this section.

D. Pre-application process. All parties seeking revolving loan funds must file a pre-application. Pre-application forms may be obtained from the Community Development Department.

1. There will be a pre-application form that must be completed and submitted to the Community Development Department for review and approval.

2. The pre-application form will request information regarding the applicant, project scope, and project costs.

3. Upon Community Development Department approval, the applicant will be forwarded a revolving loan fund application.

4. Pre-application forms may be submitted on an open basis throughout the year.

E. Application process. All parties seeking revolving loan funds must file an application. Application forms may be obtained from the Community Development Department.

1. Components of application. Only completed applications will be reviewed for consideration by community development staff. A completed application is one that satisfies the checklist provided below:

a. Business plan describing the scope of the project, including site plans, building plans, renderings, or blueprints;
b. Project budget;
c. Private financing commitment;
d. Equity investment commitment;
e. Proposed security;
f. Company financial statements (3 years);
g. Personal financial statements (2 years);
h. Credit check release;
i. Mortgage or lease of property to be improved;
j. Proof of insurance of property to be improved;
k. Number of jobs to be created or retained;
I. Wage information;
m. Amount of loan request; and
n. Other documentation as requested.

2. Incomplete applications. Community development staff, in its sole discretion, will determine if the application is complete and actionable. Incomplete applications will be assigned *pending* status and the applicant will be informed in writing of the missing documentation.

3. Transmittal. Applications transmitted by oral, telegraphic, facsimile, or e-mail will not be accepted.

4. Determination of eligibility. Applicant eligibility will be determined by community development staff using criteria enumerated in subsection D (1) of this section.

5. Site inspection. As part of the eligibility determination process, the city will inspect the property or building designated for improvements for compliance with the city administrative ordinances and zoning codes.

6. Credit check. A credit check for the company and each of its principal owners shall be conducted by community development staff.

F. Loan approval process. Community development staff will prepare loan app1ications and make recommendations to the EDA.

1. EDA agenda. Upon determining the eligibility of the completed application

and reviewing for credit worthiness and soundness of plan, community development staff will place loan application the on the agenda for the EDA's next scheduled meeting.

2. Criteria. The EDA will base their decision on the economic benefit to the City of Ramsey, credit underwriting typical to the lending community including the borrower's ability to repay the loan and the collateral offered to secure the loan, the number of jobs to be created or retained, wage rates of jobs created or retained, and increase in the local tax base.

3. EDA action. Upon placement on the agenda, the EDA shall approve, deny, or postpone for consideration at a future meeting the loan application request.

4. Notification of EDA action. The applicant shall be notified in writing within fourteen (14) days of the EDA's decision in accordance with the requirements set forth in Section VII, Subsection M of these guidelines.

5. Approval. If approved, the applicant will be sent a written commitment letter that will outline the terms and conditions of the loan approval. A copy of the commitment letter will be signed by the Borrowers and Guarantors signifying acceptance of the terms and conditions of the loan proposal and the conditions for funding. Upon the return of the executed commitment letter, community development staff will begin the loan closing process with the City Attorney.

6. Closing. The City Attorney will prepare documentation and coordinate the closing with the Borrower or the Borrower's counsel.

G. Loan servicing. Community development staff will coordinate loan servicing activities.

1. Monitoring. Community development staff will monitor loans for compliance with the accepted terms and conditions including job creation statistics and wage and benefit levels.

2. Reports. Community development staff and finance staff are responsible for ensuring that all required reports are filed in a timely manner.

3. Records. Computer files and conventional paper files will be maintained for the purpose of documenting, tracking, and monitoring program and project

activities. Program records will be maintained by the Community Development staff and financial records will be maintained primarily by the Finance Division. Where applicable, the following records will be maintained:

a. Program records. The following program information will be maintained in the program project file, including but not limited to:

i. Environmental report;
ii. Eligibility determination records as set forth in Section VIII, Subsection E (1) (a-n);
iii. Property inspection report;
iv. Progress reports;
v. EDA Resolutions;
vi. Correspondence;
vii. Loan documents; and
viii. Executed loan agreement.

b. Financial records. The following financial information will be maintained in the financial project file, including but not limited to:

i. Copy of the executed loan agreement;
ii. Disbursement data;
iii. Progress reports;
iv. Repayment data; and
v. Amortization tables.

4. Record retention. All program and financial records, supporting documents, statistical records, environmental review records and other records pertinent to the revolving loan program shall be maintained for a period of at least three (3) years from the final project report and project closeout date.

IX. Delinquency. There shall be a notification procedure for delinquent loans.

A. The finance officer is responsible for the timely posting and of all loan repayments.

B. Thirty day notice. Upon thirty (30) days delinquency, the finance officer will notify the Finance Director (FD) of the delinquency and the Director shall send the borrower a delinquency notice requesting payment within fifteen

(15) days. A copy of the letter shall be forwarded to the City Administrator (CA).

C. Forty-five day notice. If payment has not been received by the 45th day a second delinquency notice will be sent to the Borrower by the FD requesting payment within fifteen (15) days. A copy of the letter shall be forwarded to the CA.

D. Sixty day notice. If payment has not been received by the 60th day, the FD will attempt to contact the Borrower by telephone to the delinquency. The FD shall also send a notice of default to borrower via certified mail requesting immediate payment and advising the borrower the delinquency will be placed on the EDA agenda for discussion at the next scheduled meeting.

E. Ninety day notice. If no repayment plan is submitted by the Borrower, or if there is no attempt by the Borrower to negotiate the amount due, the FD will contact the CA and the City Attorney to sending a 90 day letter calling due the loan in full.

F. Negotiation. Throughout this process, every attempt will be made to preserve the company, the jobs, and the loan funds.

X. Default. If the EDA determines a loan to be in default it will pass a resolution declaring the entity in default and convey the matter to the City Attorney for disposition.

XI. Recaptured funds. The Ramsey Economic Development Revolving Loan Fund will serve as the repository for all loan repayments. These recaptured funds are available to other applicants for utilization as gap financing for certain approved economic development projects. The revolving loan fund shall be administered by a financial management system in compliance with all state and federal requirements.

XII. Funding acknowledgement. For projects financially supported by revolving loan funds the Borrower shall:

A. Acknowledge revolving loan fund support in certain written materials

including company brochures, reports, newsletters, and press releases; and

B. On the building or expansion construction site post a sign acknowledging financial support from the State of Minnesota and the City of Ramsey.

XIII. Guidelines for the regulation of State Economic Development Revolving Loan Funds.

A. General. The following rules, regulations, policies, and procedures govern state economic development revolving loan funds.

B. Incorporation by Reference. The dissemination, use, and regulation of state economic development revolving loan funds shall be generally governed by guidelines including:

1. The Minnesota Investment Fund (MS.116J.8731).

CC Regular Session **7. 8.**

Meeting Date: 02/14/2017

By: Colleen Lasher, Administrative Services

Information

Title

Adopt Resolution #17-02-045 to Hire Two Patrol Officers

Purpose/Background:

The purpose of this case is to request the City Council hire two Patrol Officers.

Recent Staffing Changes in the Police Department

In December 2016 one of the City's Police Sergeants retired. The Sergeant vacancy was back-filled when Officer Chris Curtis was promoted to Sergeant, which created one of the two current Patrol Officer vacancies. Next, due to the approval of the Anoka-Hennepin Narcotics and Violent Crimes Task Force position as part of the 2017 budget, an experienced Patrol Officer was appointed to the task force creating the second Patrol Officer vacancy.

StrategicPlan

The Patrol Officer positions are needed to provide public safety and to support the Strategic Plan which has been a priority of the City. As we know, citizens expect officers to respond to their needs in a timely manner. The strategic goals have been to maintain the police department staffing levels, not replacing this open position would decrease the Department's ability to provide timely services.

HiringProcess

Staff conducted an internal and external Patrol Officer recruitment and recommends hiring Mr. Robert Pullar to fill the first vacancy and Ms. Melissa Stephens to fill the second vacancy. Both candidates participated in and passed the physical agility test, two interviews, a report writing exercise, a "shoot/don't shoot video scenario, an intensive back grounding process, a psychological assessment and a pre-employment physical and drug screen. Both newly hired Patrol Officers will be subject to a 1-year probation period and all other Personnel Policies and union contracts will apply normally.

Observations/Alternatives:

Staff does not suggest an alternative action.

Funding Source:

The funding required for both of these positions has been accounted for in the 2017 budget at $140,596 or $70,298 for each new hire. However, with a March 1 start date, the funding required will be reduced to $127,810 or $63,905 for each new hire. Additionally, the City will receive funding from Anoka-Hennepin Narcotics and Violent Crimes Task Force in exchange for one of the City's senior officer's appointment to the task force, which will help offset a portion of the expenses.

Recommendation:

Staff recommends hiring Mr. Robert Pullar and Ms. Melissa Stephens as City of Ramsey Patrol Officers, on or near March 1, 2017 at $25.06 per hour which is step 1 of the 2017 wage scale.

Action:

To make a motion to adopt resolution 17-02-045, hiring Mr. Robert Pullar and Ms. Melissa Stephens as City of Ramsey Patrol Officers, on or near March 1, 2017 at $25.06 per hour which is step 1 of the 2017 wage scale.

Attachments

Resolution1702045

Form Review

Inbox	Reviewed By	Date
Jeff Katers	Colleen Lasher	02/07/2017 11:54 AM
Colleen Lasher (Originator)	Colleen Lasher	02/07/2017 11:58 AM
Jeff Katers	Jeff Katers	02/07/2017 03:43 PM
Kurt Ulrich	Kurt Ulrich	02/09/2017 03:34 PM
Form Started By: Colleen Lasher		Started On: 02/06/2017 02:19 PM
Final Approval Date: 02/09/2017		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #17-02-045

RESOLUTION TO HIRE TWO PATROL OFFICERS

WHEREAS, Sergeant Tom Lueck's last day with the City of Ramsey was December 6, 2016; and

WHEREAS, Officer Chris Curtis was promoted to the rank of Sergeant; and

WHEREAS, Officer Curtis' promotion created a Patrol Officer vacancy; and

WHEREAS, with the approval of the Anoka-Hennepin Narcotics and Violent Crimes Task Force position an experienced Patrol Officer was assigned to the task force creating a second Patrol Officer vacancy; and

WHEREAS, staff conducted an internal and external recruitment and recommends hiring Mr. Robert Pullar to fill the first Patrol Officer vacancy and Ms. Melissa Stephens to fill the second Patrol Officer vacancy; and

WHEREAS, both newly hired Patrol Officers will be subject to a 1-year probation period; and

WHEREAS, all other Personnel Policies and union contracts will apply normally.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA, as follows:

Motion to adopt resolution 17-02-045, hiring Mr. Robert Pullar and Ms. Melissa Stephens as City of Ramsey Patrol Officers, on or near March 1, 2017 at $25.06 per hour which is step 1 of the 2017 wage scale.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 14th day of February, 2017.

Mayor

ATTEST:

City Clerk

Our Mission: To work together to resposibly grow our community, and to provide quality, cost-effective, and efficient government services.

CC Regular Session **7. 9.**

Meeting Date: 02/14/2017

By: Tim Gladhill, Community Development

Information

Title:

Adopt Resolution #17-02-048 Approving Final Application to Resilient Communities Project

Purpose/Background:

The purpose of this case is to consider a formal application to the Resilient Communities Program. After a presentation by the program at the January 10, 2017 Work Session, City Council consensus was to proceed forward with said application. The attached documents are only a partial draft, the status at the time of publishing of this agenda. The Application is due Wednesday, February 15. Staff will forward the final draft on February 14 for review. Staff is simply seeking authorization to formally submit an application, with final details on the application populated prior to the application deadline.

Each academic year (July 1 - June 30), one community is selected as the Partner Community and gains access to a broad base of knowledge and expertise from U of MN faculty, graduate students, and upper level undergraduate students and provide research and data supplementation to the City for project already in the queue. The intent is to supplement City Staff and assist in aspects of key projects to help bring to completion. The program attempts to match community identified projects with graduate and upper level undergraduate courses to complete the identified project(s). The application process for this program has been divided into two (2) components with the first step being a Letter of Intent (due by September 15, 2016). Based on the LOI submittals, selected communities will then be invited to apply to the RCP program (application due by February 15, 2017). The selected community's partnership would begin July 1, 2017 and would end June 30, 2018. The City was selected to proceed to the next stage.

Observations/Alternatives:

This program is based on projects identified by the Partner Community. As potential projects were identified, Staff focused on projects that are already in the Strategic Plan or an associated Advisory Board or Department Work Plan. Attached is a list of possible projects that were identified by Staff from all departments that may be a good fit for this program.

There are multiple benefits to participating in the RCP. Most notably is the access to faculty and graduate/upper level undergraduate students from multiple disciplines, including architecture, planning, engineering, environmental sciences, public health and others to provide real value in work product that can be used in existing policy analysis. It provides an opportunity to advance projects that may otherwise never get off the ground. Furthermore, assistance is available for all stages of sustainability, which can include analysis, planning, design, implementation, and evaluation. The Partner Community would gain access to hundreds of hours of concentrated student work on projects the City has specifically identified. This would not replace the need for Staff, professional services, and other project management, but a supplement to our supply of resources that will make true progress towards completion.

Staff has reached out to two (2) former Partner Communities to gauge their level of satisfaction with the program

and whether they would do it again if the opportunity arose. Both communities were generally supportive of the program outcomes noting that some of the project results were equal to or exceeded work they had received from consultants. However, both communities identified staff time commitment as a challenge. The RCP program recommends that each project lead should plan for an average of 2-4 hours per week on their project(s) over the course of the twelve (12) month program and the overall program coordinator should plan for an average of 5-7 hours per week over the course of the program. The overall Program Manager would be the Community Development Director, with individual Project Managers including the City Planner and other key Staff based on the individual project.

There is a financial commitment required of the Partner Community, which is based on the number of projects proposed (for base payment) and actual number of projects successfully matched with a course or courses. Communities must proposed between ten (10) and thirty (30) projects; the base fee for ten to twenty (10-20) projects is $40,000.00 and for twenty-one to thirty (21-30) projects, the base fee is $80,000.00. In addition to the base fee, for each successfully matched project with a course or courses, there is an additional $2,000.00 fee. So, for ten to twenty (10-20) projects, the total program cost could be up to $80,000.00 and for twenty-one to thirty (21-30) projects, the total program cost could be up to $120,000.00 (Staff would not recommend participation at this commitment level). Payment can be made in two (2) lump sum payments, the first due in fiscal year 2017 and the second due in fiscal year 2018. Staff would plan for a total commitment of $60,000 to $80,000 based on the City's potential project list, divided over two (2) fiscal years ($30,000 to $40,000 per year). Staff would recommend existing budget requests/forecasts for professional services (no impact to proposed 2017 General Fund Budget Request).

Funding Source:

Funding for this program would be through the existing 2017 General Fund Budget ($40,000) as well as the 2018 General Fund Budget ($40,000). Budget dollars are available in various Professional Service Line Items per Department and an appropriate use of these funds.

Recommendation:

Staff recommends authorization of the final application for the Resilient Communities Program.

Action:

Motion to adopt Resolution #17-02-048 authorizing a final application to the Resilient Communities Program.

Attachments

Project Descriptions
Resolution #17-02-048
Program Background

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	02/09/2017 03:24 PM
Form Started By: Tim Gladhill		Started On: 02/03/2017 02:43 PM
Final Approval Date: 02/09/2017		

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PARTIAL DRAFT

There are several projects proposed for this program. This is not a full application. This is a project list in order to obtain City Council authorization to complete a final application. Applications are due by 11:59 p.m. on Wednesday, February 15. Staff will be working on the final draft leading up to the City Council Meeting on February 14.

Primary Project List

Project No. RCP-01: Protecting Our Investments (Asset Management Plan)

Project Lead:

Bruce Westby, City Engineer
7550 Sunwood Dr NW
Ramsey, MN 55303
763-433-9825
bwestby@cityoframsey.com

Project Description

As the community continues to grow, so do the number of assets of the community. Like ensuring regular maintenance of personal vehicles, regular maintenance of these community assets is important to long term sustainability. This is most prominently illustrated in the City's Street Maintenance Program. The City is entering an era of significant street reconstruction. Better understanding the condition of assets such as this is a critical financial planning and quality tool.

As a part of this project, the City desires to pilot a Public Tree Inventory. Over the last decade or so, the City has begun encouraging planting boulevard/street trees as part of new development. As our street tree population grows, both physiologically and in actual number of trees, we are in need of an inventory to manage this often overlooked community asset. A completed inventory would allow the City to utilize tools such as 'i-tree' to inform and educate both the public and policy makers on both the environmental and financial benefits street trees provide.

- How can our community best manage our existing and planned assets to ensure maximum value and return on investment?

Project No. RCP-02: Encouraging Small Business Growth and Expansion (Business Incubator Plan)

Project Lead:

Patrick Brama, Assistant City Administrator/Economic Development Manager
7550 Sunwood Dr NW
Ramsey, MN 55303
763-433-9868
pbrama@cityoframsey.com

PARTIAL DRAFT

Project Description

The City continues to have a successful business retention and expansion program. Our economic development success has been focused on small-business growth and expansion. The City looks to capitalize on this success and create new and exciting opportunities for small businesses to get their initial start through policies, financial incentives, and physical space.

- How can we build on our success to foster small business growth from within our community?
- What community-led initiatives have been successful in other examples that would be able to be implemented in our community?

Project No. RCP-03: Every Voice Matters (Citizen Engagement Plan)

Project Lead:

Tim Gladhill, Community Development Director
7550 Sunwood Dr NW
Ramsey, MN 55303
763-433-9826 (direct and cell)
tgladhill@cityoframsey.com

Project Description

In 2006, the City embarked on a major overhaul of how it approached policy analysis and public engagement through a grass roots effort known as Ramsey3. Since then, the City has refined its approach, focusing on natural and organic conversations through existing events, gatherings, and neighborhood focus. The City looks for assistance finalizing this citizen engagement strategy in all policy analysis, not simply land use policy, and seeks assistance with its execution.

- What strategies exists at each scale of public engagement to ensure all who desire to have a voice in the decision-making process have an opportunity to do so?
- How can we best capitalize on existing conversations with the community such as community events?
- Should there be different strategies for the policy type (land use compared to street reconstruction for example)?

Project No. RCP-04: A Gathering Place for Community (Community Center Plan)

Project Lead:

Patrick Brama, Assistant City Administrator/Economic Development Manager
7550 Sunwood Dr NW
Ramsey, MN 55303
763-433-9868
pbrama@cityoframsey.com

PARTIAL DRAFT

Project Description

The community continues to desire a community space to gather year round. Within The COR, the City has set aside a large area for a large community-based user such as a community recreation center or theater. The City needs assistance marketing this asset and building successful and innovative strategies to make this a reality.

- How do we investigate the recreation needs of our community that could be solved with a community center?
- Given opportunities that exist in proximity to Ramsey, what scale of a community-based asset would be appropriate for our community?
- What opportunities and threats exist in terms of the financial stability of the community when implementing this type of facility?

Project No. RCP-05: Highway 10, a Community and Regional Focal Point (Highway 10 Corridor Plan)

Project Lead:

Tim Gladhill, Community Development Director
7550 Sunwood Dr NW
Ramsey, MN 55303
763-433-9826 (direct and cell)
tgladhill@cityoframsey.com

Project Description

The City's Strategic Plan identifies an initiative to improve the image of key corridors. The Highway 10 Corridor Plan is a pilot land use study intended to be appended to our Comprehensive Plan to provide a robust strategy that builds from community support to create a positive environment that maximizes land use, maximizes tax base, establishes a proud vision of our community, and has consensus of impacted stakeholders. The City desires to explore sub-districts within the plan, such as gateway districts as users enter and exit our community. In October, 2016, the City will be engaging key stakeholders to kick this project off. The City is looking for incentives the community can provide to invest in building and site improvements.

- Based on current visions for future roadway improvements, what are appropriate land uses in the interim and into the future?
- What incentive-based approaches could the City implement to improve the image of this corridor?

Project No. RCP-06: Simple Tools for Preservation (Environmental Policy Board Communications Plan)

Project Lead:

Chris Anderson, City Planner

PARTIAL DRAFT

7550 Sunwood Dr NW
Ramsey, MN 55303
763-433-9817
canderson@cityoframsey.com

Project Description

The City's Environmental Policy Board desires to develop a comprehensive outreach program across multiple mediums that focuses on environmentally related issues to educate and inform the community. Communications would address a range of topics such as water (conservation, groundwater, stormwater, and how all three interact), invasive species (aquatic and terrestrial), waste reduction, and community forestry.

- How do we best communicate the value to community and individual of resource protection?
- How do we best prioritize high value resources?

Project No. RCP-07: Preventing Damage and Disaster (Floodplain Communications Plan)

Project Lead:

Bruce Westby, City Engineer
7550 Sunwood Dr NW
Ramsey, MN 55303
763-433-9825
bwestby@cityoframsey.com

Project Description

The City is blessed to have an abundance of water-based ecological resources. A primary goal of our Comprehensive Plan is to balance our unique natural resources with future development activity. The City sees an opportunity to collaborate with the community as a whole to provide resources for homeowners and business owners to recognize the value of these resources and ways to manage and protect them.

The City's Flood Insurance Rate Maps, which were just updated by FEMA in December of 2015, still include a number of areas identified as floodplain but without detailed analyses to provide a Base Flood Elevation (BFE). This has created some difficulty for various property owners and the City desires to complete modelling of these areas to be able to provide at least an estimated BFE that could be used as part of a Letter of Map Change application to FEMA.

- What strategies exist that are easy for home owners and business owners to implement on their own?
- What programs exist for communities to manage on a larger scale?
- As we update our Comprehensive Plan, what strategies, tools, and plans should we be considering?

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Project No. RCP-08: Toolkit for Regional Partners (Funding Opportunity Matrix)

Project Lead:

Kurt Ulrich, City Administrator
7550 Sunwood Dr NW
Ramsey, MN 55303
763-433-9845
kulrich@cityoframsey.com

Project Description

The City's Strategic Plan includes an initiative to explore all potential funding partners. Many of our goals are regional in scale, whether it's transportation improvements or water supply. The City often finds itself scrambling with moments left before a deadline putting together funding requests. The City would like to better plan for appropriate funding sources that meet our needs and key goals.

- What funding partners exists that would be good partners in achieving our future vision?
- How can we better prepare for conversations and requests with these funding partners?

Project No. RCP-09: Connecting Ramsey (Ramsey Greenway Plan)

Project Lead:

Mark Riverblood, Parks and Assistant Public Works Superintendent
14100 Jaspar St NW
Ramsey, MN 55303
763-433-9853
mriverblood@cityoframsey.com

Project Description

The City has identified several key ecological and recreation corridors that are all connected and well integrated. The broader vision, referred to as the 'Circle of Ramsey' duals key ecological corridors with connections to our larger community parks. This concept has helped focus our park dedication discussion. Within this broader greenway vision, is the Lake Itasca Greenway. This corridor connects two of our community focal points, Lake Itasca and The COR, our mixed-use destination for the community.

- How can our Comprehensive Plan best reflect this priority and take an incentive-based approach, versus a regulatory approach?
- How can the City best communicate the value of integrating these resources within future development, rather than an afterthought?
- Are there ways that the City can monetize this value?

Project No. RCP-10: Creating Housing Opportunities for All Generations (Housing Plan)

Project Lead:

Tim Gladhill, Community Development Director

PARTIAL DRAFT

7550 Sunwood Dr NW
Ramsey, MN 55303
763-433-9826 (direct and cell)
tgladhill@cityoframsey.com

Project Description

The City's housing plan was last updated in 2008. Since then, the City's housing goals have had great successes, especially in terms of workforce housing and senior housing. Unfortunately, public support for many of our housing goals continues to drop. The City desires to update its housing plan, as well as a communication strategy about the needs for various housing types and the value they add to our community, especially in terms of economic development.

- What styles of housing are underrepresented and would add value to the community?
- What land use strategies exist to encourage our housing goal?
- What financial tools and strategies exist to encourage our housing goals?

Project No. RCP-11: Integrating Resources into Our Future (Natural Resources Plan)

Project Lead:

Chris Anderson, City Planner
7550 Sunwood Dr NW
Ramsey, MN 55303
763-433-9817
canderson@cityoframsey.com

Project Description

The City is beginning the process of updating its Comprehensive Plan, including the Natural Resources component, and desires to develop innovative strategies to better define how to accomplish our goals.

- How can we best communicate the value of resource protection to the community and future land developers?
- How do we best prioritize resources to protect, acknowledging that we do not have the financial resources to protect each individual resources?
- What incentives can we provide aside from regulatory controls to manage our unique natural resources?

Project No. RCP-12: Reduce Waste, Reuse Resources (Organics Recycling Plan)

Project Lead:

Chris Anderson, City Planner
7550 Sunwood Dr NW
Ramsey, MN 55303

PARTIAL DRAFT

763-433-9817
canderson@cityoframsey.com

Project Description

The City has a successful curbside recycling program for standard recyclables; however, food and paper waste (organics) constitute the largest component of our waste stream. We would like to research, analyze and implement an optional organics program (whether curbside and/or small scale drop-off) for residents.

- What examples exist locally that can reduce demand on local landfills by capturing organic waste?
- What barriers exist to successful implementation?
- What strategies exist to build capacity and support?

Project No. RCP-13: Creating Destination (Retail Market Analysis)

Project Lead:

Patrick Brama, Assistant City Administrator/Economic Development Manager
7550 Sunwood Dr NW
Ramsey, MN 55303
763-433-9868
pbrama@cityoframsey.com

Project Description

The City has long had a goal to create destinations for the community that includes places to shop, eat, and entertain. There are several market forces that make this goal challenging. There are areas guided for retail growth, and the City employs financial tools to attract these businesses. However, expectations from our community have fallen short. The City desires to study retail market strategies for both traditional (large-format/'big-box') retail as well as strategies to attract a successful, sustainable retail strategy that will add value to the community.

- What types of retailers are likely to be attracted to Ramsey?
- What marketing approaches could the City consider?
- What tools should the community employ that will attract retailers and other destinations to the community, and provide a sustainable business model?

Project No. RCP-14: Clean Water, Clean Soil (Septic System Communications Plan)

Project Lead:

Rick Jarson, Building Official
7550 Sunwood Dr NW
Ramsey, MN 55303

PARTIAL DRAFT

763-433-9849
rjarson@cityoframsey.com

Project Description

The historic development pattern of Ramsey began in the 1970s and consisted of single-family lots with private wells and septic systems. The age of these systems are beginning to experience their planned lifespan. If properly maintained, these systems are a completely acceptable means of treating wastewater. If left unmaintained and/or repaired, these systems present a threat to ground water quality and public health. Our community helps manage some 4,000 individual and private septic systems. We see an opportunity to improve the lines of communication with septic owners and provide resources to extend the useful life of said systems. Simple strategies exist in our everyday life to protect the integrity of these systems, whether it is laundry, bath, dishes, or restrooms to name a few.

- What simple strategies exist for septic owners to maximize the lifespan of these systems?
- How should our community best communicate these strategies to our residents?

Project No. RCP-15: A Gathering Within: An Attraction Beyond (The COR Development Plan Update)

Project Lead:

Tim Gladhill, Community Development Director
7550 Sunwood Dr NW
Ramsey, MN 55303
763-433-9826 (direct and cell)
tgladhill@cityoframsey.com

Project Description

The City's Comprehensive Plan includes a Development Plan for The COR, a mixed-use, transit-oriented development along the Northstar Commuter Rail Corridor. The City is in the process of updating The COR Development Plan, and is seeking assistance in reconciling a revised/restated vision with infrastructure analysis. The project will also provide an opportunity to analyze cost-benefit ratio and innovative ways to achieve a unique vision. The project will also include opportunities for retail analysis, parking district strategies and plans, architectural design standards, and strategies to integrate public engagement into policy analysis.

- How do we best integrate public engagement in plan development in a timely fashion?
- Is the current land use plan sustainable from a visionary and economic standpoint?
- How do we best measure market relevance and return on investment?
- How do we best maximize future land use?
- How can we best accommodate incremental improvements without losing the ability for key investments such as parks and parking districts?

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Project No. RCP-16: Opportunity to Give Back (Volunteer Program Plan)

Project Lead:

Kurt Ulrich, City Administrator
7550 Sunwood Dr NW
Ramsey, MN 55303
763-433-9845
kulrich@cityoframsey.com

Project Description

The City participates in a bi-annual statistically-significant citizen survey benchmarked against peer communities. One of the primary findings of this survey continues to be strategies to create additional opportunities for residents to participate in the community.

- How can we provide opportunities for our community members that want to be engaged in community?
- What programs and services would add value to our community?

Project No. RCP-17: Will the Faucet Turn On? (Water Conservation Toolkit)

Project Lead:

Bruce Westby, City Engineer
7550 Sunwood Dr NW
Ramsey, MN 55303
763-433-9825
bwestby@cityoframsey.com

Project Description

Our community draws our water supply exclusively through ground water supplies. Our community's soil conditions are very sandy, creating a significant demand for water supply in summer months. Research indicates that our forecasted growth may eventually outpace groundwater supply. Our community continues to explore alternative water supply from the Mississippi River.

Increasing water supply is only one piece of the equation. The City continues to explore opportunities to reduce water demand. The City has created educational and communication pieces. The City has implemented certain land use standards such as required topsoil. These efforts have assisted in reducing water demand, but there are many other opportunities that we would like to explore to provide a menu of options.

- What regulatory controls exist to reduce water demand?
- What incentive-based approaches exist?
- What financial approaches exist?
- When considering implementing new programs and standards, how do we best engage the public in policy analysis before a decision is made?

PARTIAL DRAFT

Alternate Projects

This project list is for projects to be able to swap in the event primary projects are dropped.

Project No. RCP-18: Paying for Future Infrastructure Needs (Development Fee Study)

Approximately every five (5) years, the City updates its infrastructure plans and sources of funding. We desire to balance our vision and goals while remaining competitive with our peer communities. This project will provide an opportunity to research area development fees for new development and compare to peer communities.

- How do different types of development compare to peer communities in terms of local rates and charges?
- Should we be looking at different ways to pay for planned infrastructure?
- Should we be looking at innovative ways to reduce costs?

Project No. RCP-19: Sustaining Team (Employee Development Plan)

As with many employers, recruiting and retaining talented professionals is an important aspect of our human resource strategy. This project aims to create an employee development plan, and is also an initiative of our Strategic Plan.

- What core values do we expect of our employees?
- What training and development opportunities should we be providing?
- What professional development and volunteer opportunities should we be encouraging?
- What are common steps and advancement opportunities for our team members?

Project No. RCP-20: Protecting Future: Remembering Today (Highway 10 Official Map Update)

The City is on its third generation of a plan for Highway 10 improvements. As part of this planning processes, land use controls have been put into place to protect future public need from costly investment that would need to be removed at a future date. Unfortunately, the uncertain timing of Highway 10 improvements creates a difficult situations for corridor stakeholders. Stakeholders have commented that these protections make it difficult to invest or sell. The City desires to clarify future vision and timing, and striking a balance between corridor preservation and interim economic realities.

- Are there other tools other than an Official Map to consider?
- Is there a better way to communicate the intent and benefit of corridor preservation?
- Are there other types of support the community could provide to allow for reasonable use of the property until such time the area is needed for public purpose?

Project No. RCP-21: Sustaining our Legacy (Historic Town Hall Plan)

The historic Ramsey Town Hall is situated on Trunk Highway 47. It was utilized as Town Hall up until the late 1970s, at which time the community outgrew the facility. The structure has been placed on the historic registry, but has become squeezed by surrounding improvements. The facility currently sits empty. For decades, the community has been attempting to create a plan for the future of this facility.

PARTIAL DRAFT

- What opportunities exist for adaptive reuse?
- What unique ideas exist for using the facility in other locations?
- Are there opportunities for shared use with the surrounding users?
- How do we engage the public to create creative solutions?

Project No. RCP-22: Restoring our Edge (Mississippi Shoreline Plan)

The City recently completed a shoreline inventory or soil loss and erosion along the Mississippi River. The results of this study showed significant soil loss and erosion, which equates into loss of property, damage to natural resources, and impacts to water quality.

- Now that the City has quantified the issue, what solutions exist?
- How can we communicate financial assistance opportunities to impacted shoreline owners?
- What partners exist in the solution?

Project No. RCP-23: Employee Benefits for the Next Generation (Employee Benefits Plan)

Employee surveys have indicated a desire to explore new opportunities for employee benefits, ranging from heath care to paid time off. The City needs a point to commence the discussion. Currently, a lack of understanding prevents us from taking steps forward to consider new options for our team.

- What opportunities for paid time off exist?
- What opportunities for health care plans exist?
- When introducing new options, how do we transition?
- Success is built on integrated and collaborative decision making. How do we best include the team in the policy analysis?

Project No. RCP-24: Creating Identify (ZIP Code Plan)

The City currently shares a ZIP Code with the City of Anoka. The Post Office is located in Anoka. The Post Office does not plan on adding new facilities in our community for the time being. However, sharing a post office with Anoka creates a lack of identity for Ramsey, as official mail for Ramsey residents often comes addresses to the City of Anoka. The City has long struggled to build support from the Post Office to obtain our own ZIP Code in order to elevate our own identity.

- What strategies are we not currently thinking about?
- What other strategies exist to elevate our own identity?
- How do we build community support to demonstrate the important of this policy to our community?

PARTIAL DRAFT

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #17-02-048

RESOLUTION AUTHORIZING APPLICATION TO THE RESILIENT COMMUNITIES PROGRAM OF THE UNIVERSITY OF MINNESOTA.

WHEREAS, the City of is seeking assistance to complete initiatives of the Strategic Plan, Comprehensive Plan, and associated work plans for the community; and

WHEREAS, the University of Minnesota's Resilient Communities Program provides an opportunity for students to assist and provide resources to community projects, including those included in many of the City's goals and initiatives.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA, as follows:

1) That the Ramsey City Council hereby authorizes Staff to submit an application to the Resilient Communities Program.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 14th day of February 2017.

_____
Mayor

ATTEST:

_____
City Clerk

Resilient Communities Project

Building Community-University Partnerships for Sustainability and Resilience

Resilient Communities Project

City of Ramsey Information Session

Mike Greco, AICP
Director, Resilient Communities Project
Center for Urban and Regional Affairs (CURA) – U of MN

January 10, 2017

What Is RCP?

The mission of the Resilient Communities Project is to connect communities in Minnesota with University of Minnesota faculty and students to advance local sustainability and resilience through collaborative, course-based projects.

Building Community-University Partnerships for Sustainability and Resilience

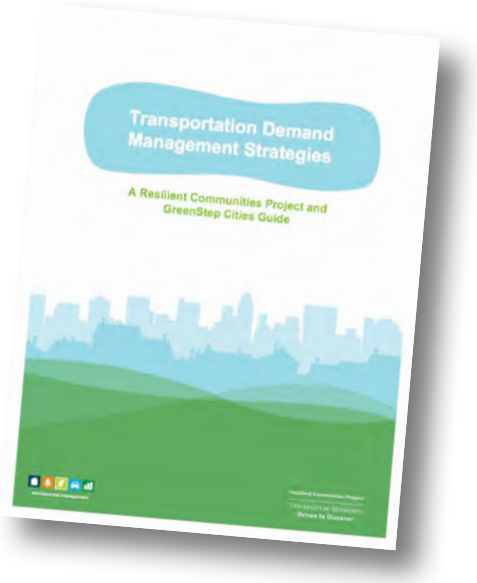


Program Objectives

Building local capacity around sustainability and resilience

Training students to be **future sustainability practitioners**

Producing case studies, best practices, and tools that can **inform sustainability practice**





What if...?

We connected existing university courses

…taught in their existing ways

…by existing faculty

…to a single community

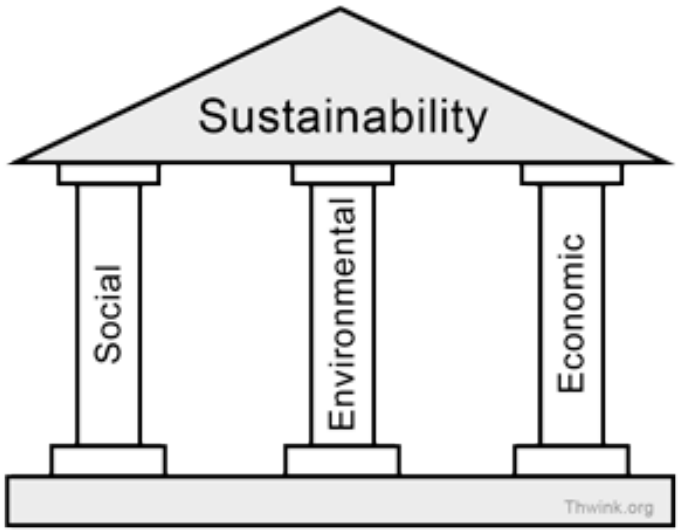
…over an academic year

…to work on projects that advance sustainability and resilience

…identified by city staff?




RESILIENCE
SUSTAINABILITY
SELF-ORGANIZING
DISRUPTION
RISK
DEGRADATION
UNBALANCED
CHANGE
CRISIS
DISASTER
FRACTURE-CRITICAL
SYSTEMS
INEQUITY
FLEXIBILITY
EXTREME
TRAUMA
HARM
HAZARD
ABUSE
COPING
CONSERVATION
SHOCK
STRESS
DIVERSITY
COMPLEXITY
RESTORATION
NEGLECT
EXTINCTION
ADAPTIVE
REDUNDANCY
SURVIVE
ADAPT



Resilience is the capacity of individuals, institutions, communities, and natural systems to survive, adapt, and thrive in the face of changes, stresses, and shocks

How Does the Model Work?

Partner **competitively selected** (RFP) + **contributes financially**

City defines **10–30 projects** + identifies **project leads**

RCP matches each project with **one or more U of MN courses**

Project leads, faculty, and RCP staff **collaboratively**:

- **clarify** and **scope** projects that students will undertake
- identify and engage **community partners** and **stakeholders**

Students **complete projects** as part of regular coursework

Students deliver **final presentations** + **work products** to city/county



Why the Model Works

Projects are part of city work-plan

Grassroots matchmaking (city staff + faculty)

Participation is opt-in

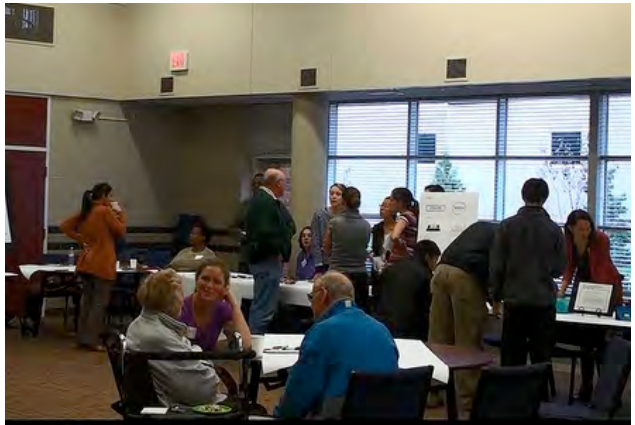
Multiple students/teams in each class (redundancy)

Frequent communication

Engagement with local residents, businesses, organizations (creates buy-in)

Everyone has ‘skin in the game’ (financial, political, a grade)







RCP: The First Four Years

Community partners:

- Minnetonka
- North St. Paul
- Rosemount
- Carver County

Community Projects: 88

U of MN Courses: 141

U of MN Departments: 39

Students: 1,300+

Resilient Communities Project



Chaska Community Solar Development
Bioproducts and Biosystems Engineering



Watertown Whitewater Recreation Park
Urban Planning, Public Affairs, Natural Resource Management



Victoria Ecotourism Marketing Plan
Natural Resource Management, Journalism and Mass Communication



Suburban Placemaking and Community Gathering Spaces
Urban Studies, Liberal Studies



Rosemount Urban Agriculture
Sustainability Studies, Urban Planning



Rosemount Eco-Green Business Park
Business Administration, Public Policy, Public Affairs



North St. Paul Live/Work Housing and Downtown Revitalization
Housing Studies, Public Affairs



Implementing Living Streets Policy in North St. Paul
Architecture, Public Health, Public Policy, Urban Planning



Aging in Place in North St. Paul
Gerontology, Housing Studies, Social Work, Public Policy



Participating Departments

Agronomy
Anthropology
Architecture
Bioproducts & Biosystems Engineering
Business Administration
Civil, Environmental, & Geo-Engineering
Communication Studies
Community Health Promotion
Design
Environmental Health
Environmental Science, Policy, & Management
Fisheries, Wildlife, & Conservation Biology
Forest & Natural Resource Management
Geographic Information Systems
Geography
Gerontology
Graphic Design
Health, Physical Education & Recreation (UMD)
Horticulture
Human Resources & Industrial Relations
Housing Studies
Journalism & Mass Communication
Landscape Architecture
Law
Liberal Studies
Maternal & Child Health
Organization Leadership, Policy & Development
Psychology
Public Affairs
Public Policy
Public Health Administration & Policy
Recreation & Resource Management
Scandinavian Studies
Science, Technology, & Environmental Policy
Social Work
Spanish & Portuguese Studies
Sustainability Studies
Urban & Regional Planning
Urban Studies
Youth Studies

Partner Community

- Access to faculty + 1000s of hours of student time
- Student knowledge, creativity, and energy
- Multidisciplinary perspective on issues
- Groundwork for engaging consultants



Faculty

- Efficient access to high-quality community-based projects
- Recognition/visibility for community-engaged teaching
- Feedback loop between research and practice

Students

- Well-organized + meaningful community-based projects
- “Real world” experience related to sustainability and resilience
- Professional networking opportunities

Questions?

www.rcp.umn.edu

@RCPumn

rcp@umn.edu

612-625-7501

Resilient Communities Project



CC Regular Session **7. 10.**

Meeting Date: 02/14/2017

By: Tim Gladhill, Community Development

Information

Title:

Adopt Ordinance #17-03 to Amend Board of Appeals and Adjustment/Official Map - An Ordinance Amending Chapter 2 - Section 2-159 (Duties, Responsibilities, and Objectives) of the Ramsey City Code

Purpose/Background:

The City of Ramsey, along with the City of Anoka, Anoka County, and the Minnesota Department of Transportation recently accepted the Highway 10 Access Planning Study, which is now the comprehensive vision/plan for Highway 10 future improvements. This is the third version of said *vision* over the past several decades. In the 1990s, the Interregional Corridor Study was completed and included several planned improvements along Highway 10. That vision was amended in the mid 2000s through the completion of the Highway 10 Access Management Plan. That plan proved to be challenging to implement, and in response, the current Highway 10 Access Planning Study was completed. Due to the change in vision, Staff has been preparing for an update to the City's Official Map, which places certain land use controls over properties and portions of properties ultimately needed for public purposes, such as frontage roads, interchanges, and other improvements.

As part of that review, the City Attorney has recommended that the City's ordinance establishing a separate Board of Adjustment and Appeals for the Official Map Area be amended to consolidate into the Planning Commission's normal role as Board of Adjustment and Appeals. Both are powers granted under the State's Planning Enabling Law. It is the City Attorney's Legal Opinion that the Statute does not provide guidance to create two separate Board of Adjustment and Appeals. In response, the proposed ordinance is attached. This will be the first in a series of amendments related to the Official Map.

Notification:

The Public Hearing for the proposed ordinance was properly published in the City's Official Newsletter.

Observations/Alternatives:

The Planning Commission held a public hearing on this hearing at their January 5, 2017 meeting. There were no written or verbal comments received. The Ordinance has been introduced by the City Council on January 24, 2017 and is now eligible for adoption.

Funding Source:

This case is being handled as part of normal Staff duties.

Recommendation:

The Planning Commission recommends approval of Ordinance #17-03.

Action:

Motion to waive the City Charter requirement to read the ordinance aloud and adopt Ordinance #17-03 Amending Chapter 2 - Section 2-159 (Duties, Responsibilities, and Objectives) of the Ramsey City Code.

Roll Call Vote:
Councilmember Riley
Councilmember Williams
Councilmember Johns

Councilmember Kuzma
Councilmember Shryock
Councilmember LeTourneau
Mayor Strommen

Attachments

Draft Ordinance #17-03
DRAFT Planning Commission Minutes dated January 5, 2017

Form Review

Inbox	Reviewed By	Date
Tim Gladhill (Originator)	Tim Gladhill	02/08/2017 10:38 AM
Kurt Ulrich	Kurt Ulrich	02/09/2017 02:49 PM
Form Started By: Tim Gladhill		Started On: 02/03/2017 10:24 AM
Final Approval Date: 02/09/2017		

ORDINANCE #17-03
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

AN AMENDMENT TO CHAPTER 2 OF THE CITY CODE, WHICH CHAPTER IS KNOWN AS ADMINISTRATION OF THE CITY CODE OF RAMSEY, MINNESOTA

AN ORDINANCE AMENDING SECTION 2-159 (DUTIES, RESPONSIBILITIES, AND OBJECTIVES) OF THE RAMSEY CITY CODE.

The City of Ramsey Ordains:

SECTION 1 AUTHORITY

This ordinance is adopted pursuant to and under the authority of the City Charter of the City of Ramsey.

SECTION 2 AMENDMENTS

Section 2-159 is hereby established to read as follows (deletions indicated with ~~strikethrough~~; additions indicated as underline):

Sec. 2-159. - Duties, responsibilities and objectives.

(a) *Planning commission.* The primary objective of the planning commission is to advise the city council on land use concerns and other duties conferred upon it by this chapter or the city council. In addition, the planning commission shall serve as the planning agency and shall have the powers and duties given such agencies by Minn. Stats. §§ 462.351 to 462.364. The planning commission shall also serve as and be given the powers of the board of appeals and adjustment. Appeals to the board of appeals and adjustment may be taken by any affected person upon compliance with the procedures established by the zoning ordinance. The primary objective of the board of adjustment and appeals shall be to hear and decide appeals where it is alleged that there is an error in any order, requirement, decision, or determination made by an administrative officer in the enforcement of the zoning ordinance as well as to review and approve/deny variances from the provisions of chapter 117 where strict enforcement would cause practical difficulties because of circumstances unique to the individual property under consideration. The planning commission shall be given the powers and duties given such agencies by Minn. Stats. § 462.357. The planning commission shall also be given the powers to consider appeals by owners of land within the official map area who have been denied a land use permit, zoning permit, approval for a building on land or any other city action taken pursuant to section 117-4 which may affect the landowner's land. The appeal procedures shall be pursuant to Minn. Stats. 462.359 and section 117-4.

(b) *Park and recreation commission.* The primary objective of the park and recreation commission is to monitor and reflect the attitudes and concerns of the citizens of the city relative to the park system and recreation programs, and to advise the city council of citizen attitudes and policy matters relevant to the park and recreation function in the city. The commission shall:

(1) Develop, recommend, and upon adoption by the city council, monitor the execution of a comprehensive plan for the recreation and natural resources function of the city. Report to the city council regarding achievements toward fulfillment of the comprehensive plan and recommend amendments to the plan as necessary.

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(2) Continually review and evaluate the park system development and recreation programming. Develop and recommend methods to stimulate positive public interest in the recreation and natural resources functions.

(3) Monitor and reflect attitudes and consensus of citizens relative to the park system and recreation programs and serve as a forum for the citizens to voice their opinions regarding the recreation and natural resources function.

(4) Promote coordination with the school districts serving the city, encouraging the interchangeable use of city and school district facilities and programs to the best interests of the citizens. Encourage coordination with other communities to the extent appropriate in matters pertinent to the recreation and natural resources function.

(5) Encourage dissemination of information to, and coordinate with, city organizations interested in the recreation and natural resources function, such as athletic groups, youth groups, civic organizations, etc.

(6) Develop and recommend feasible programs relative to the conservation of our environment.

(c) *Reserved.*

~~(d) *Board of appeals and adjustments/official maps.*~~

~~(1) *Objective*. The primary objective of the board of appeals and adjustments/official maps is to consider appeals by owners of land within the official map area who have been denied a land use permit, zoning permit, approval for a building on land or any other city action taken pursuant to section 117-4 which may affect the landowner's land. The appeal procedures shall be pursuant to Minn. Stats. § 462.359 and section 117-4.~~

~~(2) *Membership and term of office*. Notwithstanding section 2-156(c), there shall be five members of the board of appeals and adjustments/official maps who shall be appointed by the city's mayor for staggered four-year terms. At least one of the members shall be a current member of the planning commission. All other terms of this division shall be applicable to the board of appeals and adjustments/official maps.~~

(e) *Environmental policy board.* The primary objective of the environmental policy board is to promote environmental awareness and conservation practice by citizens by advising the city council on policy issues, review of new development proposals, communication and education. Through careful review, the environmental policy board will present multiple perspectives, ideas, and new technologies that promote both discovery and accountability. The board shall:

(1) Become familiar with state statutes, federal regulations, agency rules, and city ordinances on the subject of an environmental nature.

(2) Receive information regarding the role of the Watershed Management Organization, municipalities, department of natural resources, and Army Corps of Engineers and other regulatory agencies on environmental issues and review related data.

(3) Review environmentally related city policies and ordinances and recommend appropriate revisions and/or additions to the city council.

(4) Promote public outreach and education regarding environmental issues facing the city.

(5) Develop a work plan that is consistent with the city's strategic plan and initiatives.

(6) Review land use applications for major plats, site plans for new principal buildings, comprehensive plan amendments, and variances within environmental overlay districts and provide a recommendation for the planning commission focusing on natural resources and best management practices (BMPs).

(7) Develop, recommend, and upon adoption by the city council, monitor the execution of the comprehensive plan with regard to natural resources. Report to the city council regarding

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achievements toward fulfillment of the comprehensive plan and recommend amendments to the plan as necessary.

SECTION 3. SUMMARY

The following is the official summary of Ordinance #17-03, which has been approved by the City Council of the City of Ramsey as clearly informing the public of the intent and effect of the Ordinance.

It is the intent and effect of Ordinance #17-03 to amend Ramsey, Minnesota City Code Section 2-159 to consolidate the process for appeals and adjustments for all sections of Chapter 117 (Zoning and Subdivision) under one board. The Planning Commission will be delegated this authority as part of their existing role as the primary Board of Adjustment and Appeals. The Ordinance would eliminate a separate Board of Adjustment and Appeals for land impacted by the Official Map of the City. The Official Map is a tool that impacts private property impacted by future public need.

SECTION 4. EFFECTIVE DATE

The effective date of this Ordinance is thirty (30) days after its passage and publication, subject to City Charter Section 5.07.

Adopted by the Ramsey City Council the __ day of ____, 2017.

_____
Mayor

ATTEST:

_____
City Clerk

Introduction Date:
Posting Dates:
Adoption Date:
Publication Date:
Effective Date:

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5.08: Public Hearing: Consider Ordinance to Amend Board of Appeals and Adjustment/Official Map

Public Hearing

Chairperson Bauer called the public hearing to order at 9:32 p.m.

Presentation

Community Development Director Gladhill presented the staff report stating the City of Ramsey, along with the City of Anoka, Anoka County, and the Minnesota Department of Transportation recently accepted the Highway 10 Access Planning Study, which is now the comprehensive vision/plan for Highway 10 future improvements. This is the third version of said vision over the past several decades. In the 1990s, the Interregional Corridor Study was completed and included several planned improvements along Highway 10. That vision was amended in the mid 2000s through the completion of the Highway 10 Access Management Plan. That plan proved to be challenging to implement, and in response, the current Highway 10 Access Planning Study was completed. Due to the change in vision, Staff has been preparing for an update to the City's Official Map, which places certain land use controls over properties and portions of properties ultimately needed for public purposes, such as frontage roads, interchanges, and other improvements.

Community Development Director Gladhill explained as part of that review, the City Attorney has recommended that the City's ordinance establishing a separate Board of Adjustment and Appeals for the Official Map Area be amended to consolidate into the Planning Commission's normal role as Board of Adjustment and Appeals. Both are powers granted under the State's Planning Enabling Law. It is the City Attorney's Legal Opinion that the Statute does not provide guidance to create two separate Board of Adjustment and Appeals. Staff indicated this will be the first in a series of amendments related to the Official Map.

Citizen Input

There were no comments from the public.

Motion by Commissioner Surma, seconded by Commissioner Nosan, to close the public hearing.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Surma, Nosan, Anderson, Brauer, and VanScoy. Voting No: None. Absent: None.

Chairperson Bauer closed the public hearing closed at 9:35 p.m.

Commission Business

Motion by Commissioner VanScoy, seconded by Commissioner Brauer, to recommend that City Council adopt Ordinance #17-03 Amending the Board of Appeals and Adjustment/Official Map.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Brauer, Anderson, Nosan, and Surma. Voting No: None. Absent: None.

Our Mission: To work together to resposibly grow our community, and to provide quality, cost-effective, and efficient government services.

CC Regular Session **7. 11.**

Meeting Date: 02/14/2017

By: Tim Gladhill, Community Development

Information

Title:

Approve Work Plan and Budget for Comprehensive Plan Update: Transportation Chapter

Purpose/Background:

The purpose of this case is to approve a work plan and budget for the Transportation Chapter of the Comprehensive Plan. Transportation is one of the two (2) key policy and legislative priorities for the community, and deserves significant attention in our long term land use plan (20 years).

The Comprehensive Plan Steering Committee will be discussing this Chapter at their March Meeting and will kick off the first of three (3) planned Workshops on the topic in April.

1. Workshop 1: Identify Opportunities and Issues
2. Workshop 2: Develop Concepts and Ideas
3. Workshop 3: Consensus on Plan

Observations/Alternatives:

Attached is a proposed budget from WSB to aide in preparation. There are a number of technical components to the plan that need third party expertise outside of the talents of internal Staff. WSB is already part of the City's Planning Team. A majority of the budgeted expenditures are covered by a Planning Grant awarded by the Metropolitan Council.

Details on the proposed work plan and budget are attached.

The existing Chapter is attached for review. The content was developed over ten (10) years ago, and is significantly out of date with existing plans and policies.

Funding Source:

Funding is budgeted in the General Fund Budget, with assistance from a Planning Grant from the Metropolitan Council.

Recommendation:

Staff recommends approval of the attached work plan and budget.

Action:

Motion to approve the work plan and budget for the Comprehensive Plan Transportation Chapter.

Attachments

Proposed Work Plan
Proposed Budget
Existing Plan
Minimum Requirements

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	02/09/2017 12:14 PM
Kurt Ulrich	Kurt Ulrich	02/09/2017 02:40 PM
Form Started By: Tim Gladhill		Started On: 02/03/2017 10:04 AM
Final Approval Date: 02/09/2017		

Transportation Plan Component
of City of Ramsey Comprehensive Plan

Introduction

WSB & Associates staff will prepare a Transportation Plan for the City of Ramsey consistent with Metropolitan Council "Local Planning Handbook" requirements. The Transportation Plan will build upon elements of the existing City of Ramsey Transportation Plan. Existing transportation plan content will be utilized as much as possible, with outdated information updated to bring plan content into compliance with current Met Council requirements.

Overall Transportation Plan Approach

Specific tasks assumed in development of the Transportation Plan are follows:

- **Task 1: Project Management:** WSB staff will conduct quality control and quality assurance checks on all transportation plan materials that are prepared to ensure that they meet the requirements of Met Council.
- **Task 2: Agency Involvement:** WSB staff will participate in one work session with the City of Ramsey Public Works Committee, the MnDOT Area Manager and Anoka County transportation planning staff to discuss existing and forecasted conditions, issues identification and transportation plan goals and objectives. Up to six meetings are scheduled in total with City staff, council, various committees, the general public and adjacent communities, as needed.
- **Task 3: Traffic Analysis Zones (TAZs) and Travel Forecasting:** WSB staff run the Met Council 2040 travel demand model to identify forecasted 2040 traffic for Principal Arterials and A-Minor Arterials. Population, employment and household data from an approved forecasted land use plan will be summarized by TAZ and broken down into 2010-2020, 2020-2030, and 2030-2040 growth periods.
- **Task 4: Roadway Component:** WSB staff will prepare a Roadway component of the overall Transportation Plan. Maps and supporting narrative will be prepared consistent with Met Council requirements documenting the existing and proposed roadway network, associated AADTs, functional classification, etc. WSB will also collect Met Council required heavy commercial AADTs on City of Ramsey Principal Arterial and A-Minor Arterial roadways. Previous and current transportation studies in the Ramsey and adjacent communities will be documented and integrated into the roadway component, as appropriate. Access Management will be also be discussed and best practices referenced.
- **Task 5: Transit Component:** WSB staff will prepare a Transit component of the overall Transportation Plan. The Transit component will include discussion of existing transit service and associated infrastructure. Existing and forecasted gaps in transit service will also be discussed.
- **Task 6: Bicycling and Walking Component:** WSB staff will prepare a Bicycling and Walking component of the overall Transportation Plan. The Bicycling and Walking component will

include existing/future local on-road, off-road bicycle facilities, including Regional Transportation Bicycle Network (RTBN) facilities and pedestrian facility needs.

- **Task 7: Aviation Component:** WSB staff will prepare an Aviation component of the overall Transportation Plan. The Aviation component will include minimal language regarding existing policies that protect regional airspace since no aviation facilities are in the area of influence of the City of Ramsey. A map will also be created to illustrate existing radio beacons and other navigational aids with narrative discussing how they will be protected.
- **Task 8: Freight Component:** WSB staff will prepare a Freight component of the overall Transportation Plan. The Freight component will include supporting narrative identifying existing freight generators, freight related facilities, existing Principal Arterial and A-Minor Arterial HCAADT, existing weight restricted roadways, insufficient clearances, at-grade railroad crossings, turning radii problems, etc.
- **Task 9: Final Report:** WSB staff will prepare a final report of the overall Transportation Plan, including narrative and associated tables, maps and other exhibits from the individual Transportation Plan modal components. The Transportation Plan report will include summary findings and recommendations from the modal components and specific strategies in the form of general policies, projects, studies or other initiatives to address overarching transportation plan goals, objectives, existing/forecasted conditions and associated issues. Recommended projects or unresolved issues will be identified on a map for quick reference with a description of the issue or needed improvement and necessary coordination required with other agencies.
- **Optional Tasks:** As an optional task, WSB staff will conduct an analysis of high auto crash concentrations to assist with identification of potential future safety projects.

WSB & Associates Inc.
ESTIMATE OF COST

City of Ramsey Transportation Plan
Component of Met Council Required Comp Plan

Task	Task Description (Met Council Required Transportation Plan Elements)	Tony Heppelmann Principal	Scott Mareck Senior Transportation Planner	Adam Smith Transportation Planner	Mike Phillippi GIS	Danny Jillani Traffic Counts HCAADT	Alison Nguyen Graphical Support	Rochelle Hoff Clerical	Total Hours	Task Costs
1	**PROJECT MANAGEMENT**									
1.1	> Invoicing, QA/QC and miscellaneous project oversight	2	4						6	$904.00
	Task 1 Total	**2**	**4**						**6**	**$904.00**
2	**AGENCY INVOLVEMENT (Can vary based on community desires)**									
2.1	> City Steering Committee & Community Meetings (up to 3 meetings)		16	8	2		1		27	$3,349.00
2.2	> Interagency Coordination (up to 3 meetings)		16	8	2		1		27	$3,349.00
	Task 2 Total		**32**	**16**	**4**		**2**		**54**	**$6,698.00**
3	**TRANSPORTATION ANALYSIS ZONES (TAZS) AND TRAVEL FORECASTING**									
	Existing									
3.1	> Allocate 2010 base year socio-economic data by TAZ	1	8		1				10	$1,399.00
	Future									
3.2	> Model Met Council 2040 socio-economic data by TAZ	1	16		1				18	$2,575.00
3.3	> Develop 2040 travel demand forecast table (Allocate forecast by TAZ) - modify as necessary based on Ramsey Land Use Plan	1	16		1				18	$2,575.00
	Task 3 Total	**3**	**40**		**3**				**46**	**$6,549.00**
4	**ROADWAYS**									
	Existing									
4.1	> Existing Principal & A-Minor Arterials (Map & Narrative)			1	1				2	$164.00
4.2	> Existing Principal & A-Minor Arterials - # of Lanes (Map & Narrative)			1	1				2	$164.00
4.3	> Existing Principal & A-Minor Arterials - Current ADT/HCADT (Map & Narrative)			1	1	24			26	$1,604.00
4.4	> Existing Principal & A-Minor Arterials - MnPASS, Dedicated Busways, Bus-Only Shoulder Lanes (Map & Narrative)			1	1				2	$164.00
4.5	> Existing Access Management Guidelines (MnDOT and County)			1					1	$99.00
4.6	> Existing B-Minor Arterials, Major/Minor Collectors & Local Streets (Map & Narrative)			1	1				2	$164.00
	Future									
4.7	> Future 2040 TPP Principal Arterials and A-Minor Arterials (Map & Narrative)			1	1				2	$164.00
4.8	> Future 2040 TPP Principal & A-Minor Arterials - Forecasted 2040 Volumes (Map & Narrative)			1	1				2	$164.00
4.9	> Future 2040 TPP Principal & A-Minor Arterials - Planned Roadway Projects (Map & Narrative)			1	1				2	$164.00
4.10	> Future Principal & A-Minor Arterials - Future # of Lanes (Map & Narrative)			1	1				2	$164.00
4.11	> Future Principal & A-Minor Arterials - Right-of-Way Preservation (Map & Narrative)			1	1				2	$164.00
4.12	> Future Principal & A-Minor Arterials - 2040 TPP MnPASS, Dedicated Busways, Bus-Only Shoulder Lanes (Map & Narrative)			1	1				2	$164.00
4.13	> Future 2040 TPP Approved Interchanges (Map) - (N/A)									
4.14	> Future B-Minor Arterials, Major/Minor Collectors & Local Streets (Map & Narrative)		1	1	1				3	$311.00
4.15	> Identification of projects, policies and other strategies (Map and Narrative)	1	2	1	1				5	$616.00
4.16	> Previous Applicable Corridor Studies (Narrative)			1					1	$99.00
	Task 4 Total	**1**	**3**	**15**	**13**	**24**			**56**	**$4,205.00**
5	**TRANSIT (NORTHSTAR COMMUTER RAIL)**									
	Existing									
5.1	> Describe the Existing Community Roles/Responsibilities in Transitway Development (Narrative)			1					1	$99.00
5.2	> Existing Transit Infrastructure (Map & Narrative)			1	2				3	$229.00
5.3	> Existing Transit Services Description (Narrative)			1					1	$99.00
	Future									
5.4	> Future 2040 TPP Transit Market Area Map and Narrative (Map & Narrative)			1	1				2	$164.00
5.5	> Future 2040 TPP Planned Transit Infrastructure (Map & Narrative)			1	1				2	$164.00
5.6	> Future 2040 TPP Planned Transitways/Stations (Map & Narrative)			1	1				2	$164.00
5.7	> Future Station-Area or Transitway Corridor Planning Efforts (Narrative)			1	1				2	$164.00
5.8	> Future Access to Planned Transit Stations by Pedestrians and Bicyclists (Narrative)			1	1				2	$164.00
	Task 5 Total			**8**	**7**				**15**	**$1,247.00**
6	**BICYCLING AND WALKING**									
	Existing									
6.1	> Existing Local On-Road and Off-Road Local Bicycle Facilities (Map and Narrative)			2	1				3	$263.00
6.2	> Existing Tier 1 and Tier 2 Regional Transportation Bicycle Network (RTBN) Map and Narrative (Map & Narrative)			2	1				3	$263.00
	Future									
6.3	> Future Local On-Road and Off-Road Local Bicycle Facilities (Map and Narrative)			2	1				3	$263.00
6.4	> Future Proposed Tier 1 and Tier 2 RTBN Map and Narrative (Map & Narrative)			2	1				3	$263.00
6.5	> Relationship of the RTBN to the Local Bicycle Network (Map - On and Off Road and Narrative)		1	4	1				6	$608.00
6.6	> Physical Barriers to Biking and Walking (Freeways, Rivers, RR, Clearances, etc.) and Need for Improvements (Map and Narrative)			2	1				3	$263.00
6.7	> Future Pedestrian System Needs Per "Community Designation" (Narrative)		1	2					3	$345.00
	Task 6 Total		**2**	**16**	**6**				**24**	**$2,268.00**
7	**AVIATION (NO AIRPORT WITHIN INFLUENCE AREA)**									
	Existing									
7.1	> Identify Policies that Protect Regional Airspace (Narrative)			1					1	$99.00
7.2	> Identify Radio Beacons and Other Navigational Aids and Discuss How they will be Protected (Map and Narrative)			1	1				2	$164.00
7.3	> Identify Seaplane Base Areas and Discuss Land Use Compatibility (Map and Narrative - N/A)									
7.4	> Identify Airport Location (Map - N/A)									
7.5	> Existing Functional and Operational Characteristics (Narrative - N/A)									
7.6	> Existing Noise Impacts (Narrative - N/A)									
7.7	> Existing Policies Related to Land Use Compatibility (Narrative - N/A)									
	Future									
7.8	> Future Functional and Operational Characteristics (Narrative - N/A)									
7.9	> Future Potential Noise Impacts (Narrative - N/A)									
7.10	> Plan Consistency with MnDOT State Airport Zoning Rules (Narrative - N/A)									
	Task 7 Total			**2**	**1**				**3**	**$263**
8	**FREIGHT**									
	Existing									
8.1	> Existing Railways, Barge Facilities and Freight Terminals (Map & Narrative)			2	1				3	$263.00
8.2	> Existing Freight Generating Nodes (Map & Narrative)			1	1				2	$164.00
8.3	> Existing Principal and A-Minor Arterials HCADT (Map) - Covered under Task 4.4 (Roadways)									
8.4	> Existing Weight Restrictions, Insufficient Clearances, RR Xings, Turning Radii Problems, Etc. (Map & Narrative)			1	1				2	$164.00
	Task 8 Total			**4**	**3**				**7**	**$591.00**
9	**FINAL REPORT**									
9.1	> Draft transportation plan	1	2	24			2	2	31	$3,126.00
9.2	> Final transportation plan (assumes 1 round of edits)		2	4			2	2	10	$988.00
	Task 9 Total	**1**	**4**	**28**			**4**	**4**	**41**	**$4,114.00**
	Total Hours	**7**	**85**	**89**	**37**	**24**	**6**	**4**	**252**	
	2016 Billing Rates	**$158.00**	**$147.00**	**$99.00**	**$65.00**	**$60.00**	**$75.00**	**$74.00**		
	Cost Estimate	$1,106.00	$12,495.00	$8,811.00	$2,405.00	$1,440.00	$450.00	$296.00		**$26,839.00**

6. TRANSPORTATION ELEMENT

A. Framework and Goals

The Federal Highway Act of 1962 required continuous, comprehensive, and coordinated transportation planning for metropolitan areas. It was an important step in creating a mechanism for local, regional and federal agencies to plan for transportation needs. This plan was developed using previous transportation planning documents for the City of Ramsey and Anoka County and the Metropolitan Council Transportation Policy Plan. The transportation system in Ramsey is complex due to many factors. Nonetheless, key transportation planning principles and characteristics of the transportation system have been established in order to provide a basis for sound transportation planning decisions. The following plan involves simplistic tools and is designated to encompass thorough stakeholder involvement and coordination of diverse governmental efforts.

The following goals and strategies have been established for the transportation plan:

a) A safe and efficient motorized transportation system throughout the community

STRATEGIES:

1. Complete planning stages for Highway 10 interchanges & Highway 47 expansion/re-alignment improvements
2. Update the access management plans
3. Complete interchange designs
4. Complete RTC AUAR roadway improvement projects
5. Secure funding for transportation projects
6. Assess the need for local traffic control and access improvements
7. Consider roundabouts where appropriate
8. Secure funding for transportation projects
9. Pursue additional east/west collector in the northern portion of the city

b) A safe and efficient non-motorized transportation system throughout community

STRATEGIES:

1. Explore options for revising the City's sidewalk policy, including requiring sidewalks or trails on both sides of some new public streets, different standards for public versus private roads, high-volume versus low-volume roads, and issues related to long-term maintenance
2. Encourage design choices in new and existing development that enhance neighborhood walkability
3. Examine the ability of transportation network to handle pedestrians, bicyclists, and automobiles through design of streets (complete streets policy)
4. Ensure future roadway improvement include sufficient right of way for pedestrian and bicycle paths

5. Secure funding for transportation projects such as additional trails, bike paths, and pedestrian connections
6. Include a review of infrastructure, including parking for walking and other non-motorized transportation modes when reviewing any transportation improvement projects
7. Advocate affordable, dependable and efficient means of public transit in the community
8. Complete the master trail plan
9. Continue efforts to establish the Mississippi River regional trail
10. Explore options for constructing a pedestrian bridge over Highway 10 and the Mississippi River
11. Ensure trail connections to transit stops, employment centers, shopping and other services

c) Connectivity with regional transportation corridors and transit

STRATEGIES:

1. Consider officially mapping the remainder of the Mississippi River bridge crossing corridor
2. Collaborate with adjacent communities and county, state, and federal agencies on the planning, design and construction of regional transportation projects
3. Secure a stop on the Northstar Commuter Rail line
4. Establish numerous, efficient, affordable transportation connections, both within and Ramsey and connecting to other communities, that include multi-modal transportation choices
5. Continue involvement in the Northstar Corridor Development Authority (NCDA)
6. Market the municipal parking facility as a park-and-ride opportunity
7. Develop an affordable, efficient, and reliable transit system that includes commuter rail and bus capabilities
8. Secure funding for transportation projects

B. Existing Roadways

1. Existing Public Roadway System

Ramsey has approximately ten miles of state trunk highways, fifteen miles of county state aid highways, and twelve miles of county roads. Figure 6-1 illustrates these roadway jurisdictions within the City limits. All other roads are local City streets.

The Metropolitan Council classifies roadways using a hierarchical scheme. This scheme has four general classifications: principal arterial, minor arterial, collector, and local street as shown in Figure 6-1. The existing annual average daily traffic volumes (AADT) for the principal arterials, minor arterials, and major collectors at representative locations in Ramsey are also shown in Figure 6-1 and Table 6-3.

Trunk Highway 10/169 (TH 10/169) is classified as a principal arterial. It is the only principal arterial in Ramsey, running northwest and southeast roughly parallel to the Mississippi River at the south end of Ramsey. It is the most dominant link in the roadway system of Ramsey. TH 10/169 currently is a four lane divided highway with several cross street intersections. Intersections at CSAH 83 (Armstrong Boulevard), CSAH 56 (Ramsey Boulevard), and CSAH 57 (Sunfish Lake Boulevard), are controlled by traffic signals. There are multiple driveways and several median breaks along TH 10/169 in Ramsey.

Nine roadways are classified as minor arterials: TH 47, CSAH 56 (Ramsey Boulevard), CSAH 116 (Bunker Lake Boulevard), CSAH 5 (Nowthen Boulevard), CSAH 22 (181st Street), CSAH 83 (Armstrong Boulveard), CR 64 (181st Street), CSAH 57 (Sunfish Lake Boulevard), and CSAH 7 (7th Avenue). The minor arterial roadways in Ramsey are characterized as having two through traffic lanes with additional turn lanes at intersections. Intersections with other arterials may be controlled with traffic signals. Parking is generally prohibited and access to abutting property is often limited. CSAH 116 is four lanes from Dysposium to TH 47 with plans to convert it to four lanes all the way to Sunfish Lake Boulevard. Plans in the next five years are to expand all minor arterial roadways to four-lane divided facilities.

Major collectors in Ramsey include CR 27, and CR 63. Major collector roadways in Ramsey are characterized as typically having two through traffic lanes, possibly with additional turn lanes provided at intersections. The City also has some 4 lane roadways. Stop signs often control traffic at intersections with arterials or other collectors. Parking is usually permitted, as is access to abutting property.

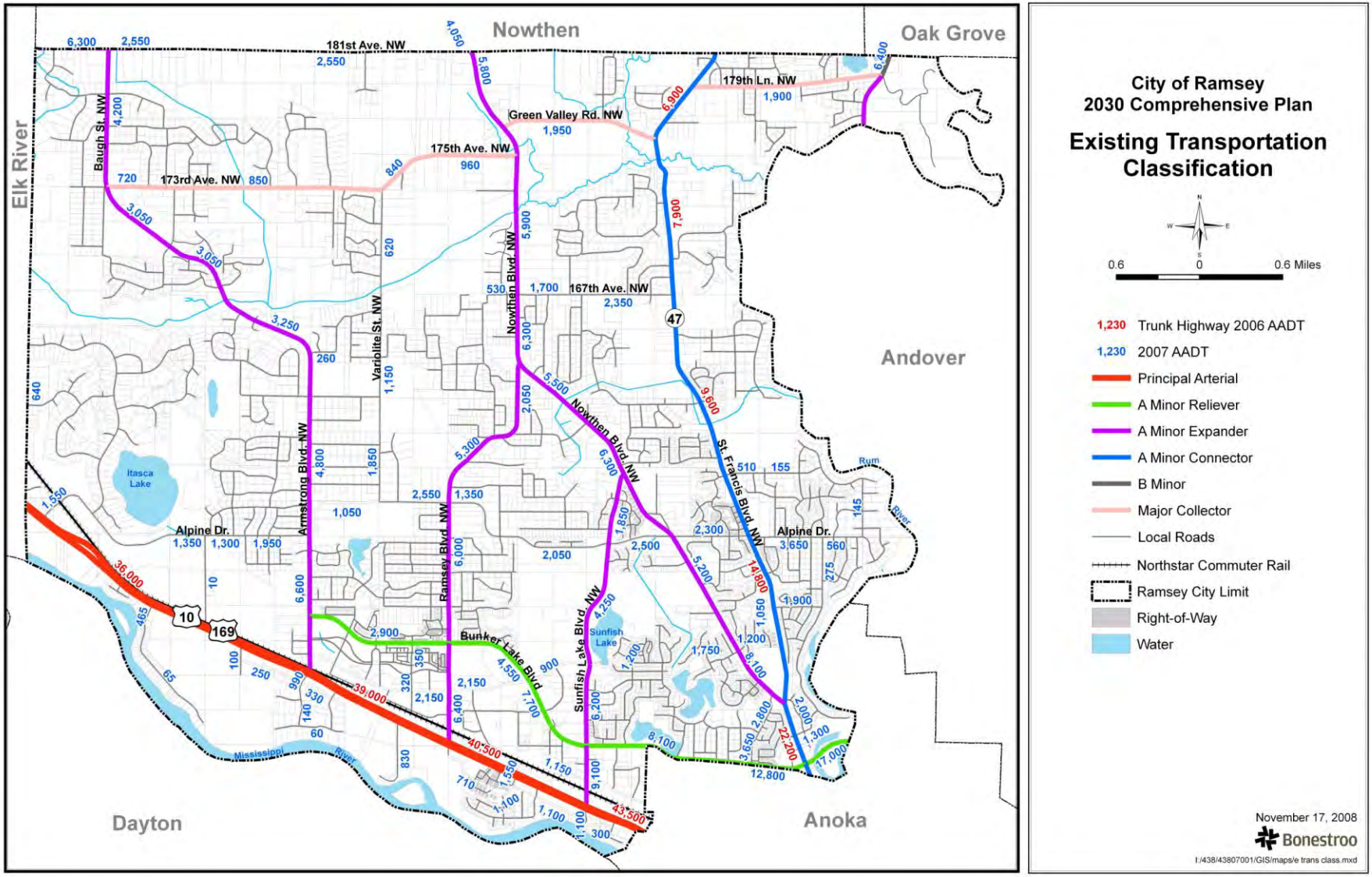
In formulating this transportation plan, project participants identified three traffic issues of particular concern to Ramsey:

1. Congestion typically occurs on TH 10/169 during AM and PM peak periods, and this congestion worsens outside Ramsey near the TH 169 bridge in Anoka.

2. Short trip making activity on TH 10/169 in Ramsey increases travel delays.

3. The signalized intersection of TH 47 and CSAH 116 experiences congestion during the morning and evening peak periods of traffic.

Figure 6-1 Existing Roadway Jurisdiction, Classification and Volumes



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The level of service (LOS) provided by TH 10/169, TH 47 and all County Roads can be characterized using a letter grade system. A LOS letter grade can be assigned to a facility based upon the ratio of traffic volume to traffic capacity. LOS A represents low congestion and LOS F represents conditions where traffic demand exceeds traffic capacity. The existing LOS grades for these two roadways were determined based on the 2007 Mn/DOT recorded traffic volumes and the roadway capacity calculations for LOS D conditions for volume capacity thresholds generally accepted by Anoka County for various roadway types. TH 10/169 performs at LOS F along its entire length through Ramsey. TH 47 performs at LOS D between the northerly city limits and Alpine Drive. Between Alpine Drive and Nowthen Boulevard, it performs at LOS A and between Nowthen Boulevard and Bunker Lake Boulevard, at LOS C.

These level of service ratings indicate that TH 10 and TH 47 presently are operating near or at their capacity limits within the City of Ramsey. This condition principally is due to trips generated from outside the City limits and, furthermore, outside the current seven county Metropolitan Area.

C. Analysis of Roadway System Needs

1. Planned Changes to Roadway System

Ramsey is a rapidly developing community. New additions to the public street system are expected, primarily in the form of local and collector streets (see Figure 6-2). The only new arterial expected to be constructed is the extension of CSAH 116 westward from its present terminus at Armstrong Boulevard.

An addition to the roadway system includes the extension of 167th Avenue between Variolite Street and Nowthen Blvd. This addition to the system is important to provide an effective system to move people through the community in an east-west direction.

There are two *potential* roadway extensions into neighboring communities, which would require the mutual consent of Ramsey and the affected communities. These include the westward extension of 173rd Avenue into Elk River and the eastward extension of McKinley Street into Anoka. The likelihood of either extension is low, particularly for the McKinley Street extension, which is opposed by the City of Anoka. The 173rd Avenue extension would primarily duplicate the current function of 181st Avenue. If Elk River constructs the north-south arterial link in its Fillmore Street and Jarvis Street corridor as shown in Elk River's comprehensive transportation plan of November 1995, the 173rd Avenue extension would offer Ramsey residents a connection to this corridor for use as an alternative to CSAH 83. Extending McKinley Street into Anoka would limit the amount of truck traffic that would have to travel on Highway 10 for a short distance.

A corridor study prepared in 1988 for TH 10/169 recommended that a frontage road system be established along both sides of TH 10/169. This was further refined in the 2002 TH 10 Interregional Corridor Management Plan (IRC). Ramsey has constructed a frontage road along the south side of TH 10. The corridor study also recommended the closure of median breaks and driveway access points along TH 10/169. The Anoka County Highway department favors upgrading TH 10/169 to freeway standards with limited access and grade separated interchanges. This has not been

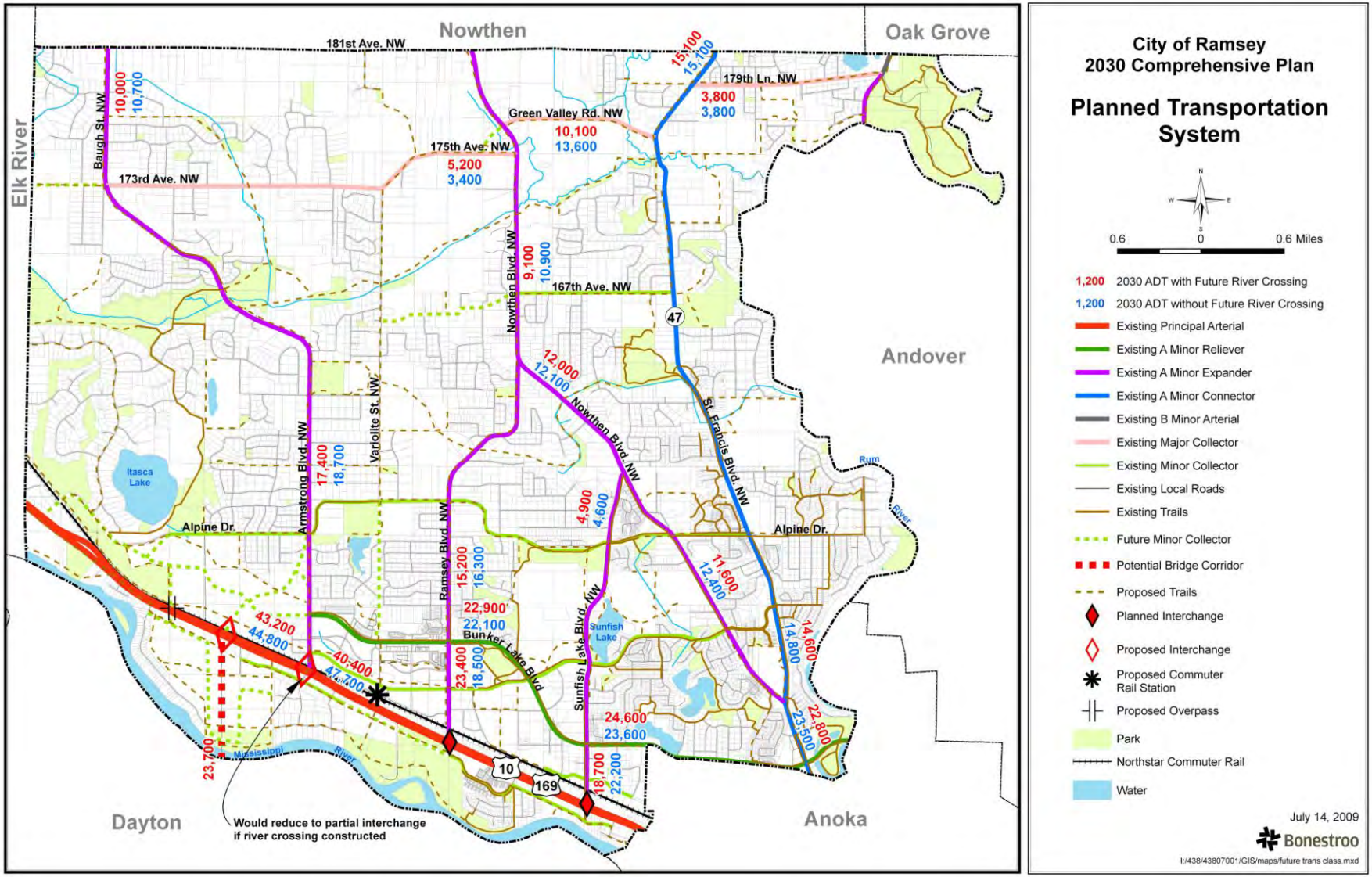
identified in the Mn/DOT Transportation Improvement Program through 2010, is not included in the Metropolitan Council's 2030 Transportation Policy Plan (TPP) adopted in 2004 nor is it identified as an expansion project in the 2030 TPP adopted in January, 2009. Upgrading would improve capacity and safety.

A preferred location and design of a grade-separated interchange between TH 10/169 and any potential Mississippi River bridge crossing continues to be studied. This process continues to be refined. Preliminary designs of Sunfish Lake Boulevard and Ramsey Boulevard are completed.

The TH 47 corridor is a vital element in the City's transportation system. An access management plan was prepared in 1996 by the City of Ramsey, Anoka County, and Mn/DOT which identified the access management strategy and necessary cross section of TH 47 future development between CSAH 116 and 167th Avenue. The segment of the highway between CSAH 116 and Alpine Drive was constructed to the recommended four land width in 2000 but has been striped for two lanes of traffic until such time as further cross section improvements have taken place south of CSAH 116. In addition safety improvements were constructed throughout the length of the highway in the City in 2005. These improvements created right turn lanes at all intersecting roadways (except 181st Avenue) and a three quarter intersection at 142nd Avenue. The City is actively participating in a TH 10/ TH47 study with the City of Anoka, Anoka County and Mn/DOT to determine the future alignment and section of TH 47 and its connection to TH 10. Ramsey is also actively participating in the TH10/47 corridor study being undertaken by Anoka County.

The CSAH 116 corridor is an increasingly important element in the City's transportation system particularly as the Ramsey Town Center develops. A corridor study and access management plan was prepared in 2004 by the City of Ramsey, the City of Anoka, and Anoka County which identified the access management strategy and necessary cross section for the future development of CSAH 116 between 7th Avenue and Armstrong Boulevard. The segment of the highway between TH 47 and Dysprosium Street was constructed to the recommended four lane cross section in 2006. The City and County are cooperatively working to implement future elements of this plan as sections of CSAH 116 are scheduled for improvement within the County Five year Highway Improvement Plan. The future configuration of the various roadway connections in the area is uncertain and the map is not intended to illustrate the exact location and functional classification of all roadways.

Figure 6-2 Planned Transportation System



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2. Possible New Mississippi River Bridge

Anoka County has proposed locating a new Mississippi River bridge in Ramsey at the location that was agreed upon by Ramsey and Dayton. The County proposed alignment for this bridge would generally be the southerly extension of an alternative alignment to Armstrong Boulevard through right-of-way already owned by Anoka County. In addition to crossing the river, the bridge could offer grade-separated crossings of the BNSF railroad tracks and TH 10/169. In the scenario proposed by Anoka County, Armstrong Boulevard would be upgraded and become part of the State's trunk highway system. Mn/DOT has not yet agreed with the design for a new river crossing or the highway jurisdictional changes shown in the scoping study and the TH 10 Access Management Study. Anoka County's plan does not specifically state that Armstrong Boulevard will be part of a Trunk Highway System, but will state that a new river crossing is warranted in the general vicinity of Armstrong Boulevard.

The *Major River Crossings Study Report of 1989* by the Transportation Advisory Board indicated that projected traffic volumes on Highway 10 warrant an additional bridge crossing. With the improvements to the 610 Bridge and the new east-west highway through Brooklyn Park coordinated efforts to study potential needs and solutions to the River Crossing issue should continue. Public opinion in Ramsey strongly favors a new bridge. The Ramsey City Council has also expressed strong support for a new Mississippi River Bridge crossing.

The City of Ramsey worked cooperatively with the City of Dayton and prepared a letter of agreement on a location of a future bridge corridor that would run through vacant land approximately ¾ of a mile west of the corridor originally proposed in the Anoka County 2015 Transportation Plan. The Comprehensive Plans for the Cities of Dayton and Ramsey are consistent with respect to locating a future Mississippi River Crossing. This location is generally illustrated in Figure 6-2.

Another critical component of studying improved crossing of the Mississippi River is adherence to the State and Federal regulations of the Mississippi River according to the Wild and Scenic Rivers Act and Critical Areas Act. Essentially, these acts require that prior to planning for an additional river crossing, all alternative solutions to improving traffic problems associated with the river be studied including expanding the existing crossings and adding an additional bridge adjacent to existing crossings. The purpose of the corridor study would be to pursue these and other alternatives.

3. 2030 Traffic Forecasts

Significant development is expected in Ramsey over the next 22 years. The 2030 housing, population, and employment forecasts show significant growth from 2008 to 2030. These increases are expected to have substantial impacts on the transportation system. The Anoka County travel forecast model was used to prepare the 2030 traffic forecasts, however, the model was modified to account for the proposed growth and projected future roadway improvements during this time period.

At the request of the Metropolitan Council, traffic forecasts for the 2030 roadway system with a new Mississippi River bridge were also prepared. These were using the revised 2030 Anoka County forecasts and then adjusted to account for the roadway alternative. A second set of 2030 forecasts are included for reference purposes only and are based on the bridge location as proposed by Anoka County.

The City is currently divided up into 10 Traffic Analysis Zones as illustrated on Figure 6-3. These zones, known as TAZs, are used to establish an understanding of the number of trips that are generated from a particular area and would use the roadway system. Table 6-1 represents household and employment projections for the 10 TAZs in Ramsey for 2030. These projections were based on a draft of the plan that was brought before the Planning Commission and City Council in November of 2008, which was based on the preferred plan developed by community members in October 2008. The totals from that plan have been adjusted slightly to match other projections in this plan agreed to by Met Council. At the public hearing for the plan before the Planning Commission, a small number of lots were added to the MUSA at the request of those specific property owners. While the units that may occur on these lots are not included in the following TAZs, their impact should be negligible.

Figure 6-3 Traffic Analysis Zones (TAZ)

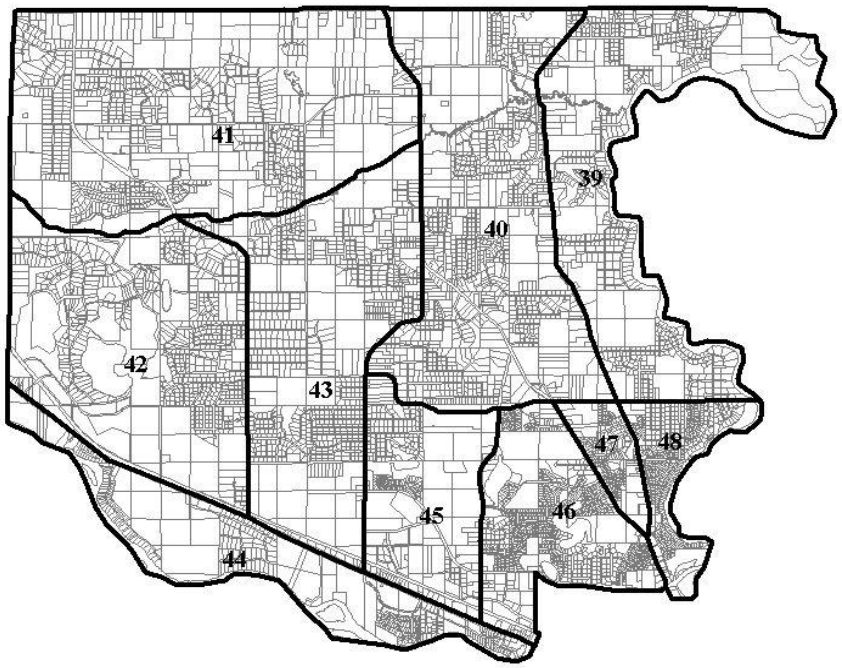


Table 6-1 – 2030 Household and Employment Projections by TAZ

TAZ	Existing Units	Planned Units	Households	Population	Employment		Total Emp
					Retail	Non-Retail	
39	700	182	882	2,403	152	-	152
40	1,565	1,517	3,082	8,241	170	-	170
41	690	1,092	1,782	4,726	-	-	-
42	680	1,479	2,159	5,698	1,178	310	1,487
43	694	2,960	3,654	9,562	259	427	687
44	546	992	1,538	4,071	1,111	1,853	2,964
45	280	47	327	895	539	4,144	4,683
46	1,572	261	1,833	5,016	375	1,141	1,517
47	382	139	521	1,414	36	-	36
48	520	-	520	1,436	243	-	243
TOTAL	**7,629**	**8,669**	**16,298**	**43,461**	**4,063**	**7,876**	**11,938**

Sources: City of Ramsey, Bonestroo.

The resultant 2030 average annual daily traffic forecasts (AADT) developed for principal arterials, minor arterials, and collectors in Ramsey are shown in Table 6-2.

Table 6-2 Existing and Future Traffic Volumes

Location	Existing	2030 Forecasts with River Crossing	2030 Forecasts without River Crossing
CSAH 83 s/o CSAH 22	4,200	10,000	10,700
CSAH 83 n/o Alpine	4,800	17,400	18,700
CR 63/175th w/o CSAH 5	1,000	5,200	3,400
CR 63/Green Valley** e/o CSAH 5	2,000	10,100	13,600
CR 27/179th** e/o TH 47	1,900	3,800	3,800
TH 47 n/o CR 27	6,900	15,100	15,100
TH 47 n/o CSAH 5	14,800	14,600	14,800
TH 47 n/o CSAH 116	22,200	22,800	23,500
CSAH 5 n/o 167th	5,900	9,100	10,900
CSAH 5** e/o CSAH 56	5,500	12,000	12,100
CSAH 5** s/o Alpine	5,200	11,600	12,400
CSAH 56 n/o 149th	6,000	15,200	16,300
CSAH 56 n/o Sunwood	6,400	23,400	18,500
US 10/169 e/o CSAH 56	40,500	47,500	51,800
CSAH 57 n/o Alpine	1,900	4,900	4,600
CSAH 57 n/o US 10	9,100	18,700	22,200
CSAH 116 e/o CSAH 56	2,900	22,900	22,100
CSAH 116 e/o CSAH 57	8,100	24,600	23,600
US 10 w/o CSAH 83	36,000	43,200	44,800
US 10 e/o CSAH 83	39,000	40,400	47,700
Future Bridge*	NA	23,700	NA

** Traffic forecasts for river crossing are based on potential crossing*
Source: Anoka County 2030 model adjusted to account for updated city land uses by Iteris, Inc. Anoka County travel forecast model adjusted for assumed changes in road network for the river crossing scenario only.
*** On candidate road segments proposed to be turned back from Anoka County to the City before 2030*

4. Adequacy of Roadway System in Year 2030

To determine whether the arterials of the 2030 roadway system will adequately accommodate the traffic volumes forecast for 2030, a comparison between the

forecast AADT and the capacity provided by each facility has been made. The daily capacity calculations were generated by applying Mn/DOT recorded 2007 traffic volumes and 2030 modeled traffic volumes to roadway thresholds generally accepted by Anoka County (see table below) for this comparison and as the basis for assigning a LOS grade. Modeling done for this plan did not alter the thresholds assumed in the Anoka County model.

Table 6-3 Daily Capacity by LOS

		Daily Capacity by LOS				
Area Type*	Cross Section	A	B	C	D	E
Developing	2-Lane	6000	7000	7800	8500	10100
	3-Lane	9500	10300	11500	13000	14500
	4-Lane Divided	15000	17400	20000	22500	23000
	4-Lane Expressway	19200	22400	25200	28800	32000

* Area type defined by Metropolitan Council designation of Developing Community for the City of Ramsey.

The 2030 forecasts for the base condition (no new Mississippi River bridge) indicate that there will be increased capacity deficiencies on TH 10/169 along its entire length through Ramsey by the year 2030. By 2030, this segment of TH 10/169 performs at LOS F. Other capacity deficiencies anticipated are on CSAH 83 (TH 10 to Alpine Drive), CSAH 56 (TH 10 to Alpine Drive), CSAH 57 (TH 10 to CSAH 116), CSAH 116 (whole route) and TH 47 north of Alpine Drive. These anticipated deficiencies could be minimized if the planned improvements are implemented (i.e. the ultimate build recommendation of widening TH 47 from two lanes to four lanes). Without the planned improvements, TH 47 will operate at LOS F north of Alpine Drive. CSAH 56 between US 10 and CSAH 116 will be expanded to a four lane facility by 2011. CSAH 116 will be widened to a four-lane facility between TH 47 and CSAH 57 in 2011. These improvements should address the congestion on these segments.

If TH 10/169 is rebuilt as a four-lane freeway, then there will be sufficient capacity to accommodate the forecast 2030 traffic along its entire length through Ramsey (LOS D or better). If a new Mississippi River bridge is constructed at the location selected by Anoka County and Mn/DOT, the segment of TH 47 between CSAH 116 and CSAH 5 would be relieved of some traffic but would still have insufficient capacity as a two lane undivided arterial to accommodate the projected 2030 traffic. TH 10/169 would still need to be upgraded to a freeway in this scenario to offer adequate capacity. The proposed bridge crossing would lessen minor amounts of traffic through the City of Ramsey. Mostly it would alleviate traffic demand on TH 10/169.

These capacity deficiency findings are somewhat more severe than the findings of the 2020 Anoka County Transportation Plan, in part because the forecasts are for 2030. Growth occurring beyond Ramsey will also continue to put pressure on the regional roadway system.

D. Roadway System Plan

1. Recommended Policies.

Given the capacity limitations on TH 10 and TH 47 as previously described, the City

of Ramsey recognizes the need to adopt several key transportation policies. Four specific policies that the City will apply are:

- Continue to cooperate with Mn/DOT, Metropolitan Council, Anoka County and other agencies to increase the capacity of TH 10 and TH 47. The Transportation System Plan for Mn/DOT's Metro Division recognizes a need for improvements on both TH 10 and TH 47, however these upgrades are classified as "unfunded" at the present time. However, the City also realizes that both highways presently are at or over their capacity limits, that significant volume growth is expected, and that a large portion of existing and future trips has neither an origin nor destination in Ramsey. The Anoka County Transportation Plan recommends capacity improvements to both TH 10 and TH 47.

- Continue to extend and upgrade local east-west roadways to reduce the need for local motorists to use TH 10. The transportation plan includes major improvements to multiple roadways.

- Apply travel demand management measures. The City recognizes that an important strategy to preserve adequate mobility on the roadway system is the limit the magnitude of traffic volume growth, especially during the peak periods. The City intends to take the following steps to strengthen its future travel demand management program:

    - Encourage businesses to offer flex hours to employees.
    - Encourage and promote the development of telecommuting.
    - Allow for the development of mixed-use development that is design with transit orientation.
    - Guide future land use along the railroad corridor to accommodate a Northstar commuter rail station and adjoining transit oriented development.
    - Promote alternatives to solo commuting, including transit, bicycling, ridesharing, and car or van pooling.
    - Continue to work with Metro Transit and Anoka County Traveler in developing a transit system that serves Ramsey residents.
    - As the employment concentration in Ramsey grows, continue to work with the Anoka County transportation management organization (TMO). TMO's are public/private partnership established to deal with transportation concerns, especially mitigation of peak traffic congestion.

- Continue to actively manage access to the arterial roadway system in order to preserve its mobility function. For years, the City has recognized the importance of access management. With effective access management, conflicts involving vehicles turning to and from arterial roadways are reduced. Such a reduction in conflicts enhances traffic flow along the roadway and improves safety. The City's support for access management is demonstrated by its previous actions and continuing efforts to construct frontage roads along TH 10 and reduce direct access to this highway.

The City supports the following specific access management policies:

1. Adopt access management ordinances in local zoning code.

2. Reduce the number of access points to major public roadways by consolidating multiple points of access into a single point of access where appropriate.

3. Emphasize safety and mobility on collector and arterial roads by limiting access on these roads and encouraging access on local streets whenever possible.

4. Adhere to Mn/DOT and Anoka County access management policies on state and county highways to the greatest extent possible. Regarding TH 10/169, CSAH 116 and TH 47 specifically, the community should be guided by the access management recommendations found in the respective corridor studies, subject to any updated reports the City may request. The recommendations found in these reports can be summarized as follows:

    - Phasing out all direct access from individual properties to TH 10/169 as frontage roads are completed.
    - Closing median breaks on TH 10/169 to discourage U-turns and direct access.
    - Reducing the number of driveways to TH 47 with the ultimate goal of eliminating all private driveways as redevelopment opportunities arise.
    - Limiting full access on TH 47 to city or county road intersections at spacing of roughly half a mile or greater.
    - Limiting full access and number of driveways on CSAH 116 in accordance with access study.

2. Jurisdictional and Functional Classification

Anoka County has identified two roadway jurisdictional changes. Anoka County has proposed transferring a portion of TH 47 to the County's system.

The current functional classification system for Ramsey is generally expected to be adequate for the traffic demands of 2030. A few classification changes will be desirable as several roadways change their functional character (see Table 6-3).

The only arterial expected to be added to the roadway network is the extension of CSAH 116. Metropolitan Council planning guidelines indicate that minor arterials should be spaced one to two miles apart in developing areas, and should support trips of two to six miles long.

Several streets that are currently classified as local roadways should be reclassified as collectors. Among these roadways are Alpine Drive, 167th Avenue, Sunwood Drive, McKinley Street, and the south Highway 10/169 frontage road. The reclassification of these roadways will be necessary as a result of the expected increase in traffic and change in functional usage of these roadways as they are extended or connected into the greater roadway system. In order to include theses planned facilities on the TAB map, the City needs to formally request their inclusion through the TAC Planning Committee, which is a process separate from the Comprehensive Plan Update review

process. Metropolitan Council planning guidelines indicate that collectors should be spaced one-half to one mile apart in developing areas, and should support trips of one to four miles long.

Table 6-4 Changes in Functional Classification

Roadway	Existing Functional Class	Future Functional Class
CSAH 116 (Bunker Lake Blvd) w/o Ramsey Boulevard to its intersection with US 10	B Minor Arterial (partial)	B Minor Arterial from Rum River to US 10
167th Avenue from CR5 to Variolite	Local Street	Collector
Alpine Drive between TH 47 and CSAH 56 and between CSAH 83 and US 10	Local Street	Collector
McKinley Street	Local Street	Collector
173rd Avenue w/o CSAH 83	Local Street	Collector
Riverdale Drive	Local Street	Collector

3. Measures to Provide Adequate Operations on TH 10

As expressed earlier in the transportation element, the City of Ramsey recognizes the following three key points regarding TH 10 through the community:

a) TH 10 is a Principal Arterial and thereby serves as a major regional highway

b) TH 10 presently is operating at or beyond its capacity limits through the City

c) Mn/DOT has no major improvements programmed for TH 10 but supports improvements along this corridor as indicated in its partnering on design and environmental documents and the needs identified as part of its STP. RALF funds have also been used for ROW acquisition.

In response to the above points, the City has established a two-phase strategy to fulfill its role in providing adequate future operations on TH 10. One phase consists of extending and upgrading parallel east-west roadways to reduce the number of trips using TH 10. The City is vigorously pursuing improvements to east-west local roadways as evidenced by the following projects:

- In the County's Capital Improvement Program (CIP), CSAH 116 is programmed for upgrading in 2011 to a four lane divided highway from CSAH 57 (Sunfish Lake Blvd. to TH 47).

- The City's CIP includes in 2009 a 3,000 foot extension of McKinley Street east of Jaspar Street, which is just east of CSAH 56 (Ramsey Blvd.). This roadway, which is just about 500 feet north of TH 10, will serve an important function in accommodating east-west local trips.

In addition to the preceding projects, which the City is committed to implementing, the City also intends to complete a future extension of 167th Avenue between Variolite Street and Nowthen Blvd. as a collector route. Upon completion of this segment, 167th Avenue will provide a continuous east-west route between Variolite and TH 47.

The second phase in the City's strategy to maintain adequate operation on TH 10 is to continue communications and planning with Anoka County, Mn/DOT, and the Metropolitan Council regarding future improvements to TH 10. The TH 10 Interregional Corridor Management Plan documented Mn/DOTs long term vision for the improvement of TH 10. The plan states that the section of TH 10 between Hanson Boulevard and Sunfish Lake Boulevard needs to be upgraded to freeway standards between 2000 and 2010. The plan also states that the section between Sunfish Lake Boulevard and TH 101 be upgraded to freeway standards between 2010 and 2018. Ramsey is supportive of these improvements and will maintain communication with Mn/DOT on future projects on TH 10.

4. Measures to Preserve Adequate Operations on TH 47

In a manner similar to TH 10, the City recognizes that TH 47 is an A-Minor Arterial, that it now operates at LOS C near the City's southern border and that Mn/DOT does not presently plan to upgrade TH 47 to four lanes. The City demonstrated its interest to preserve adequate operations along this highway by hiring a consultant to complete a corridor study for TH 47. The corridor study report dated July 1996 recommended a balanced set of actions consisting of the following points:

- Widening of TH 47 to increase its capacity.
- Improvements to roadways in addition to TH 47 in Ramsey, including TH 47 in the City of Anoka and other parallel roadways.
- Establishment of a trail parallel to TH 47 to encourage and more safely accommodate bicycle and pedestrian trips.
- Reduction in the number of access points along TH 47.

The City Council adopted the Corridor Study in August 1996 and is continuing to pursue the balanced program recommended in order to preserve the operational integrity of TH 47.

The County has initiated a project to assess capacity issues on TH 47 from the northern boundary of Anoka County to TH 10. Results of that study are not yet complete.

E. Transit

1. Existing Conditions

The City of Ramsey is located in Transit Market Area IV and presently located outside of the Metropolitan Council's transit taxing district. Ramsey has not elected to purchase transit service from Metro Transit, and so is not included in Metro Transit's service area. The closest locations for Ramsey residents to access the Metro Transit bus service is at the 7th Avenue Park and Ride lot in Anoka or at the Anoka

Hennepin Technical College. Public transit in Ramsey is limited to the Anoka County Traveler Dial-a-Ride service. This service provides curbside to curbside transportation anywhere within Anoka County. A request for this service can be telephoned up to four days in advance of travel. Anoka County Traveler also offers fixed bus routes in portions of southern Anoka County, however, no fixed route service is provided in Ramsey. The Anoka County Volunteer Transportation Program provides weekday services to seniors and/or clients receiving social services from Anoka County.

While no rail station is currently planned for Ramsey, Anoka County has begun a ridership projection study to determine demand at a potential rail station on the Northstar Commuter rail line in Ramsey at the Town Center. Ramsey is participating in this study and providing 50 percent of the funding.

The City of Ramsey currently operates the Ramsey Star Express (Route 856), a commuter coach service from Municipal Parking Ramp in Ramsey Town Center to Downtown Minneapolis. The Ramsey Star Express runs four routes from Ramsey to Minneapolis in the morning and four return trips in the afternoon/evening. Ridership on the Ramsey Star Express continues to increase, averaging approximately 280 riders per day. The Ramsey Star Express was made possible through a Congestion Mitigation and Air Quality (CMAQ) grant. The CMAQ grant is set to expire in early 2010. The City continues to explore opportunities to continue the service after the expiration of the CMAQ grant. In addition, the City has authorized a continuation of the service until March 31, 2010. Route 856 is shown on Figure 6.4.

2. Recommended Policies and Strategies

As Ramsey continues to grow, greater emphasis will be placed on public transit as a viable alternative to the automobile in the community's transportation plan. Consistent with this view, it is the policy of the City of Ramsey to:

1. Advocate affordable, dependable, and efficient means of public transit in the community.

2. Support efforts to implement commuter rail service.

3. If implemented, encourage commuter rail ridership by planning compatible commercial land uses near any future depot site that will attract ridership.

4. If a commuter rail depot is opened, consider and study development of a feeder bus service to serve places to work and residential areas of Ramsey.

5. Cooperate with public agencies responsible for the planning and providing of public transit services in all efforts to implement public transit service to the community.

6. Encourage Mixed-Use development that is transit oriented and supports siting of a commuter rail station or park and pool lot near Ramsey Boulevard and TH 10.

7. Examine the use of public transit and park & ride lots as a travel demand management (TDM) strategy.

8. Work with Anoka and Sherburne County and Metro Transit to develop a process for local residents to form car pools and establish park and pool lots.

9. Refer residents interested in transit to Metro Commuter Services for rider matching opportunities.

Given the development in Ramsey of Urban (higher density) and Rural (lower density), Ramsey must pursue a variety of strategies pertaining to Transit. These strategies include:

- Continue to provide Dial-a-Ride service in Ramsey through the Anoka County Traveler.

- Encourage park and pooling and ridesharing for residents of Ramsey as well as adjacent communities.

- Focus on suburb to suburb commuting as well as commuting to the core downtown areas.

- Consider development of a multi-modal transit hub as part of the Northstar Corridor study area.

3. Recommended Plan

Over the next 24 months, Ramsey will be considering entering into the Metropolitan Council's transit taxing district in support of transit operations for the Ramsey Station on the Northstar Commuter Rail service.

The Metropolitan Region has established a new direction for regional public transit that includes the following two objectives as identified in the Metropolitan Council Transportation Policy Plan:

- Develop a regional network of dedicated transitways to provide a travel-time advantage for transit vehicles, improve transit service reliability and increase accessibility to jobs via transit; and

- Match the most appropriate transit services to different transit market areas.

A "dedicated transit way" means that within the corridor, transit vehicles have a dedicated lane that separates them from main line traffic, similar to the High Occupancy Vehicle lane on I-394 between Highway 100 and downtown Minneapolis. The City of Ramsey has one potential corridor, US Highway 10 that has the opportunity to become a dedicated transitway. The Highway 10 corridor is currently experiencing a wealth of economic development and is becoming a congested corridor. A potential solution to improving the high level of congestion on this roadway is by encouraging transit usage and focusing on moving people, rather than vehicles. The Northstar Commuter Rail is a dedicated transitway on TH 10. The Metropolitan Council has no plans to create a designated transitway on TH 10 similar to the one on I-394.

The Northstar Corridor is scheduled to begin operations in late 2009 with stops

in Big Lake, Elk River, Anoka, Coon Rapids-Riverdale, Fridley, and Minneapolis. As stated in the Existing Conditions section of this Chapter, the City of Ramsey continues to pursue a rail station on the corridor. Approval to proceed with final design of the station with cost share between the City and the Anoka County Regional Rail Authority was given in 2009. The City continues to pursue potential funding sources for construction of the station. The preferred location of the rail station in Ramsey is south of the existing municipal parking ramp adjacent to the Ramsey Municipal Center in Ramsey Town Center.

F. Aviation

There are no aviation facilities in the City of Ramsey since the closing of the Gateway North Airport in the early 1990's. However, the City is within the region's general airspace which needs to be protected from potential obstructions to air navigation. The nearest airport facilities for the City of Ramsey include the Anoka County airport in Blaine and the Minneapolis/St. Paul International Airport near Richfield.

Under Minnesota Statues 360, the state regulates the height of structures as they are defined and enforced under Aeronautics Rules and Regulations 8800.1200 Criteria for Determining Air Navigation Obstructions. Subparagraph 4(B) states:

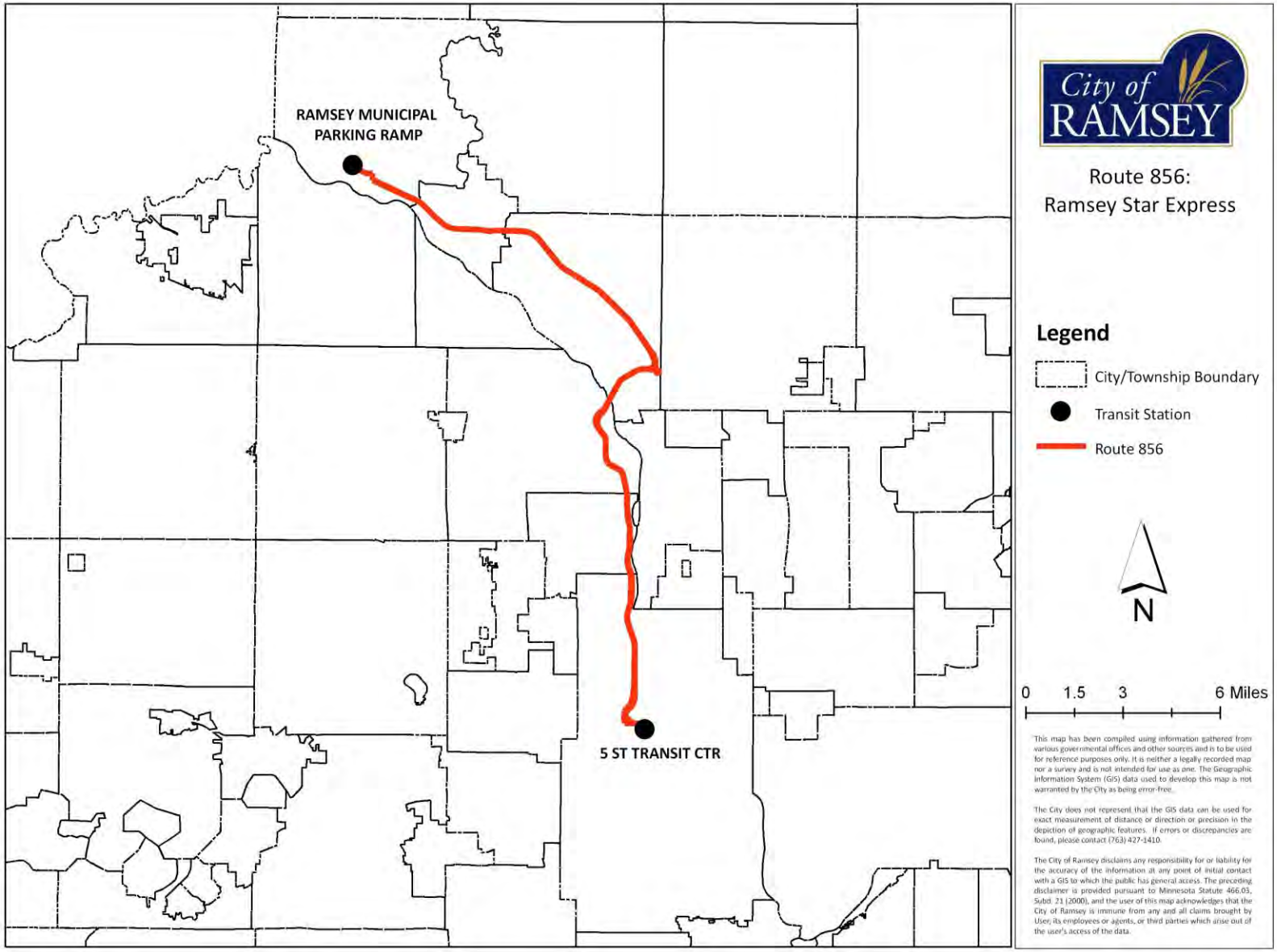
"objects more than 200 feet above the ground or more than 200 feet above the established airport elevation, whichever gives the higher elevation, within three nautical miles of the nearest runway of an airport, and increasing in the proportion of the 100 feet for each additional nautical mile of distance from the airport but not exceeding 500 feet above ground", is a general obstruction.

Notification to Mn/DOT Aeronautics is required when any object as defined above would affect general airspace.

Notification: *Any sponsor who proposes any construction of alteration that would exceed a height of 200 feet above ground level at the site, or any construction or alteration of greater height than an imaginary surface extending upward and outward at a slope of 100:1 from the nearest point of the nearest runway of a public airport shall notify the Commissioner at least 30 days in advance*

Local reporting is in addition to any Federal permitting/review process (FAA Form 7460-8) involving a sponsor/proposal.

Figure 6.4: Existing Transit Route



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Recommended Policy
It is the policy of the City to:

1. Notify Mn/DOT Aeronautics of any structure 200 feet above the ground that could affect airspace.
2. Work with the MAC in locating needed airport navigational facilities.
3. Include both Federal and State safety standards when planning the design of any object related to or affecting transportation facilities.

G. Railroad Lines

One railroad company owns and operates a railroad line through Ramsey. Burlington Northern Santa Fe Railway (BNSF) owns a double track mainline that runs parallel to TH 10/169. BNSF operates numerous freight trains and a single Amtrak passenger train in each direction daily over this track. This track is part of BNSF's transcontinental mainline to the Pacific Northwest. There are no future plans to discontinue freight service on this rail. Future plans are being studied to commingle commuter rail with freight rail. This study is the Northstar Corridor study.

H. Bicycle and Pedestrian Trail System

Ramsey has made wise investment in trails over the past 10 years and public demand for trails continues to grow. The City's Park and Trail Map indicates significant on-road trails that could be used for bicycle and pedestrian travel. There are a limited number of trails in City parks and a limited number of sidewalks along public streets, however. The City has recently completed community surveys that found an increasing interest in trail usage. This desire was also expressed strongly at the Ramsey3 meetings that occurred before the Comprehensive Plan update.

Anoka County recently completed a Mississippi River Trail study with participation from Ramsey and the City of Anoka. This trail is an important asset to Ramsey, and this plan recognizes the value it will add for Ramsey residents.

Recommended Policies
For the planning of bicycle and pedestrian trails it is the policy of the City to:

1. Work with the public and landowners in establishing an alignment and dedicating right-of-way for Anoka County's proposed Mississippi River regional Trail Corridor as referred to in City Ordinance 90-2.

2. Ensure consistency with the goals and policies of the Critical Area Corridor (MNRRA) in planning for the Mississippi Regional Trail Corridor.

3. Ensure future roadway improvements include sufficient right-of-way for future pedestrian and bicycle paths.

4. Continue support of the County's plan for a Rum River regional trail along CSAH 7.

5. Work with adjacent communities when planning trail corridors to provide connections to other communities.

6. Require future developments to provide land for trails that link neighborhoods with local and regional trails and parks where appropriate.

7. Designate major east west roadways as "parkways" which would include off-street, multi-use trials and possibly sidewalks and on-street commuter bike lanes.

8. Pursue ways to make a trail link across major roadways such as Highways 47 and 10 as these are dangerous roads to cross yet people need to be able to safely cross them.

9. Work with State and County highway departments to ensure trail segments along State and County roadways.

TRANSPORTATION

Transportation Analysis Zones

- ☐ Include a table allocating forecasted population, household, and employment growth by TAZ for 2020, 2030 and 2040.
- ☐ Describe how you have allocated demographic growth based on your plan's assumptions for guided future land use (e.g., density, mix of uses, locations for new development, highway/transit access, redevelopment, etc.).
- ☐ When doing your land use planning, accommodate development densities around transit consistent with density expectations established in Chapter 3 of the 2040 Transportation Policy Plan (2040 TPP).

Roadways

- ☐ Describe and map the functional classification of all existing and proposed roads within your community, using the functional classification system described in Appendix D of the TPP and the roadway classification map currently recognized in the region.
  - ☐ Maps must reflect the principal arterials adopted as the metropolitan highway system in the 2040 Transportation Policy Plan (2040 TPP).
  - ☐ If a community determines that a change to the A-minor arterial system in the community is warranted, a request should be made to the Transportation Advisory Board (TAB) for the change, and TAB's approval secured, prior to reflecting the new classification in the community's plan. Check the council's website or contact Elaine Koutsoukos at 651-602-1717 for more information.
  - ☐ Maps should also show the streets classified by the community as major and minor collectors and local streets. Changes to these streets from the function shown on the regional map are at a community's discretion, and do not need approval from TAB. However, these changes should follow the criteria laid out in Appendix D of the TPP and maintain system continuity. A map or table highlighting any discrepancies between the community's map and the regional functional classification map previously referenced should be submitted to Council staff so the regional map can be updated.
- ☐ Include the following information for the principal and A-minor arterials:
  - ☐ Identify the existing and future number of lanes.
  - ☐ Map current traffic volumes, including heavy commercial volumes, which include both ADT and HCADT.
  - ☐ Map forecasted 2040 traffic volumes. (This should be done using the Council's regional model, or another method with approval from Council forecasting staff.)
  - ☐ Identify future rights-of-way that need to be preserved.
  - ☐ Identify planned improvements to principal arterials as shown in the Current Revenue scenario of the 2040 TPP.
  - ☐ Identify any existing or proposed future MnPASS lanes, dedicated busways and bus-only shoulder lanes as shown in Figure 6-6 of the 2040 TPP.
  - ☐ For other proposed interchange improvements, follow the Highway Interchange Request Criteria and Review Procedure, which can be found in Appendix F of the 2040 TPP.
  - ☐ Incorporate access management guidelines of MnDOT, or those of the county in which your community is located, into your comprehensive plan as well as into your subdivision and zoning ordinances.
  - ☐ Describe recommendations from recent corridor studies regarding roadway improvements, changes in land use, and/or access.

Transit

- ☐ The region has established Transit Market Areas to guide the types and levels of transit service that are appropriate for efficient and effective services. Transit Market Areas are defined in Appendix G of the 2040 TPP by the demographic and urban design factors that are associated with successful transit service. Identify your community in relationship to your transit market area(s). Describe and map the existing and planned transit infrastructure and services in your community, including those of Metro Transit or other regional transit service providers. Communities should include the identification of the following basic elements of the transit system in their comprehensive plan:
  - ☐ Existing transit routes and dial-a-ride services
  - ☐ Existing and potential high-frequency transit routes
  - ☐ Existing and planned transit stations and transit centers
  - ☐ Existing and planned park-and-rides and express bus corridors
  - ☐ Existing and planned transit advantages
  - ☐ Existing transit support facilities

For communities with transitways in the 2040 TPP Current Revenue Scenario with an identified mode and alignment and for high-frequency bus corridors:

- ☐ Describe the community's roles and responsibilities in transitway development, including activities completed or currently underway.

- ☐ Describe and map these transitways in your community, including future stations identified by the end of project development.
- ☐ Conduct station-area or corridor planning including an investment and regulatory framework that guides future implementation activities.
- ☐ Incorporate station area or corridor plans into the comprehensive plan by the end of Project Development.
  - ☐ Identify the geography of transit station areas.
  - ☐ Ensure that land guided for future residential development in station areas conforms to minimum density levels in the 2040 TPP; and address opportunities for residential density at target density levels.
  - ☐ Plan for a total level of activity in station areas that is supportive of transitway investments; and address the activity level guideline of a minimum combined total of 7,000 residents, jobs, or students.
- ☐ Address access to stations by pedestrians and bicyclists.

For communities with transitways in the 2040 TPP Current Revenue Scenario prior to an identified mode and alignment:

- ☐ Describe the community's roles and responsibilities in early transitway development, including analysis of potential modes, alignment, and station locations.
- ☐ Describe and map these transitways in your community including alternative alignment(s) and station locations under consideration.

Bicycling and Walking

- ☐ Describe and map the existing and planned on-road and off-road bicycle facilities in your community.
- ☐ Map and describe the Regional Bicycle Transportation Network (RBTN) within your community:
  - ☐ Show all Tier 1 and Tier 2 RBTN corridors and alignments.
  - ☐ Show the relationship of the RBTN to the local bicycle network of off-road trails and on-street bikeways including all existing and planned connections.
  - ☐ Include locations of regional employment clusters and activity center nodes (as shown on the RBTN map) and other local activity centers.
  - ☐ For Tier 1 and Tier 2 corridors on the RBTN, describe and map the existing or planned bicycle facility alignments that are within the established corridors; the purpose of these corridors is as a placeholder for cities/counties to designate a planned alignment. If there is a planned alignment that would fulfill the intent of the corridor and that lies within and in line with the corridor's directional orientation that the community would propose to replace the established corridor, map that alignment and denote by indicating it as "proposed for the RBTN."
- ☐ Analyze and address the need for local bicycle and pedestrian facility improvements to provide connections that remove major physical barriers (i.e., freeways, railroad corridors, rivers and streams) on the regional (RBTN) and local networks.
- ☐ Discuss pedestrian system needs in a manner that responds to your community designation (as described in Thrive MSP 2040) and addresses the needs of your community.

Aviation

- ☐ Identify policies and ordinances that protect regional airspace from obstructions. Include how your community will notify the FAA of proposed structures.
- ☐ Recognize seaplane use on surface waters as designated and regulated by MnDOT; communities should recognize these areas on plan maps where appropriate and consider issues of land use compatibility.
- ☐ Map any facilities such as radio beacons or other air navigation aids sited in off-airport locations and address how they will be protected from physical encroachment and electronic interference through your local ordinance and notification processes. Your system statement will indicate whether your community hosts one of these facilities.

Freight

- ☐ Identify railways, barge facilities and truck or intermodal freight terminals within the community.
- ☐ Identify other important nodes that may generate freight movement, such as industrial parks and large shopping areas.
- ☐ Map the road network showing volumes of multi-axle trucks (also known as "heavy commercial average annual daily traffic or HCAADT") for Principal Arterial and A-Minor functional classifications.
- ☐ Identify any local roadway issues or problem areas for goods movement, such as weight-restricted roads or bridges, bridges with insufficient height or width clearances, locations with unprotected road crossings of active rail lines, or intersections with inadequate turning radii.

Our Mission: To work together to resposibly grow our community, and to provide quality, cost-effective, and efficient government services.

CC Regular Session **8. 1.**

Meeting Date: 02/14/2017

By: Tim Gladhill, Community Development

Information

Title:

Receive Progress Report on The COR Development Plan Update

Purpose/Background:

The purpose of this case is to keep the City Council in the loop on activities of the Planning Commission related to The COR Development Plan Update. The Commission has been focused on two (2) deliverables in this stage.

1. Vision Statement
2. Land Use Map

Working Drafts of these two (2) documents are attached. While Staff is not seeking formal action, feedback on general direction is welcome and will help Staff prepare for future Planning Commission Work Sessions.

Observations/Alternatives:

The next Planning Commission work session is March 2. Staff will route Council feedback and input from tonight's meeting to the Planning Commission as part of their Work Session. The March 2 Work Session will focus on finalizing a Land Use Map for consideration and drafting key development and design standards, such as parking, densities, architectural requirements, etc. The Planning Commission plans to finalize a Policy Framework for recommendation to the City Council at their April Meeting, with formal consideration by the City Council at the end of April or early May.

Completion of this interim step will then kick off the System Plan Studies and Project Pro Forma steps.

Recommendation:

No action is being requested. This case is for informational updates only.

Action:

No action is being requested. This case is for informational updates only.

Attachments

DRAFT Vision Statement Document

Mapping Exercise Concepts

Photos

Work Plan

Sytem Plans Document

Form Review

Inbox	Reviewed By	Date
Chris Anderson	Chris Anderson	02/08/2017 12:46 PM
Mark Riverblood	Mark Riverblood	02/08/2017 01:22 PM
Bruce Westby	Bruce Westby	02/08/2017 01:46 PM
Patrick Brama	JoAnn Shaw	02/09/2017 01:16 PM
Tim Gladhill (Originator)	Tim Gladhill	02/09/2017 01:18 PM
Kurt Ulrich	Kurt Ulrich	02/09/2017 02:42 PM
Form Started By: Tim Gladhill		Started On: 02/03/2017 10:05 AM
Final Approval Date: 02/09/2017		

THE MAIN PURPOSE OF THE COR SHOULD BE TO BRING THE PEOPLE OF RAMSEY TOGETHER.

A SECONDARY PURPOSE WILL BE TO BRING IN PEOPLE FROM OUTSIDE THE CITY.

THE COR SHOULD SERVE AS A CITY CENTER PRIMARILY **TO BRING THE PEOPLE OF RAMSEY TOGETHER AND, IF POSSIBLE, BRING PEOPLE FROM OUTSIDE.**

TO REALIZE THIS VISION

→**IT WILL ATTRACT A DIVERSE AUDIENCE BY:**

- ✓ **WELCOMING ALL CULTURES**
- ✓ **BEING OPEN TO ALL TYPES OF BUSINESSES**
- ✓ **ATTRACTING A WIDE AUDIENCE**

→**IT WILL BE UNIQUE; A DESTINATION BY:**

- ✓ **HAVING SOMETHING OTHER CITIES DO NOT**
- ✓ **BEING TECHNOLOGY-ORIENTED**
- ✓ **SERVING AS A COMMUNITY CENTER & GATHERING PLACE**
- ✓ **FEATURING UNIQUE ARCHITECTURE (COULD BE "HISTORICAL" AND STRESS FUNCTIONS)**
- ✓ **BEING FAMILY-ORIENTED; NOT BIG BOX**

DRAFT

TEN PRINCIPLES

1. ***GREAT STREETS NEED GREAT CHAMPIONS***
2. ***IT TAKES A VISION***
3. ***THINK RESIDENTIAL***
4. ***HONOR THE PEDESTRIAN***
5. ***PARKING IS POWER***
6. ***MERCHANDISE & LEASE PROACTIVELY***
7. ***MAKE IT HAPPEN***
8. ***BE SAFE, CLEAN, FRIENDLY***
9. ***EXTEND DAY INTO NIGH***
10. ***MANAGE FOR CHANGE***

DRAFT



NW
OPTION 1

GREENWAY W/
DETACHED RESIDENTIAL - NORTH
RETAIL(SMALL) - SOUTH
• PARKING DISTRICT

PREFERRED OPTION

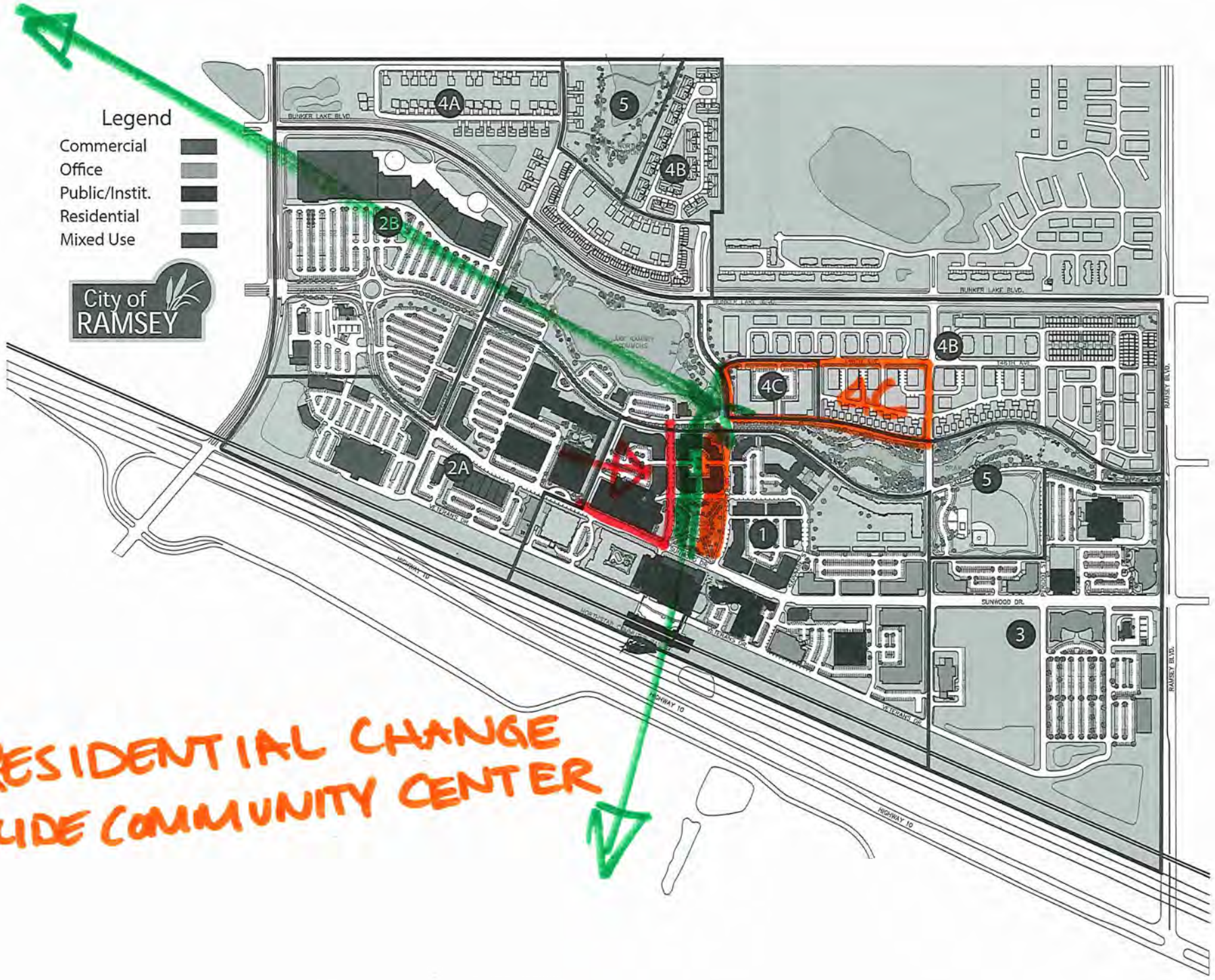


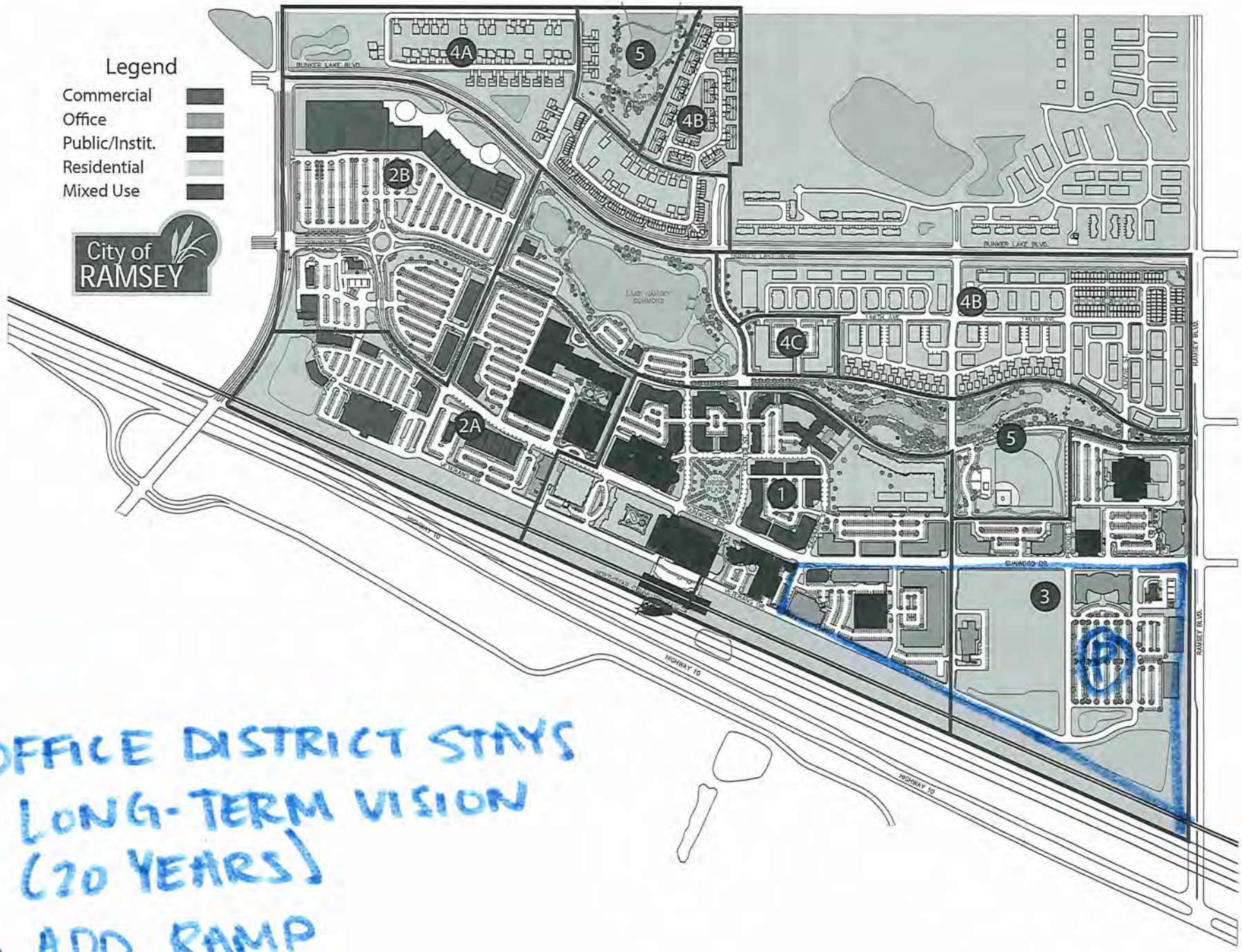
NW
OPTION 2
GREENWAY w/
DETACHED RESIDENTIAL
ON BOTH SIDES

- WOULD ALLOW w/ CPA



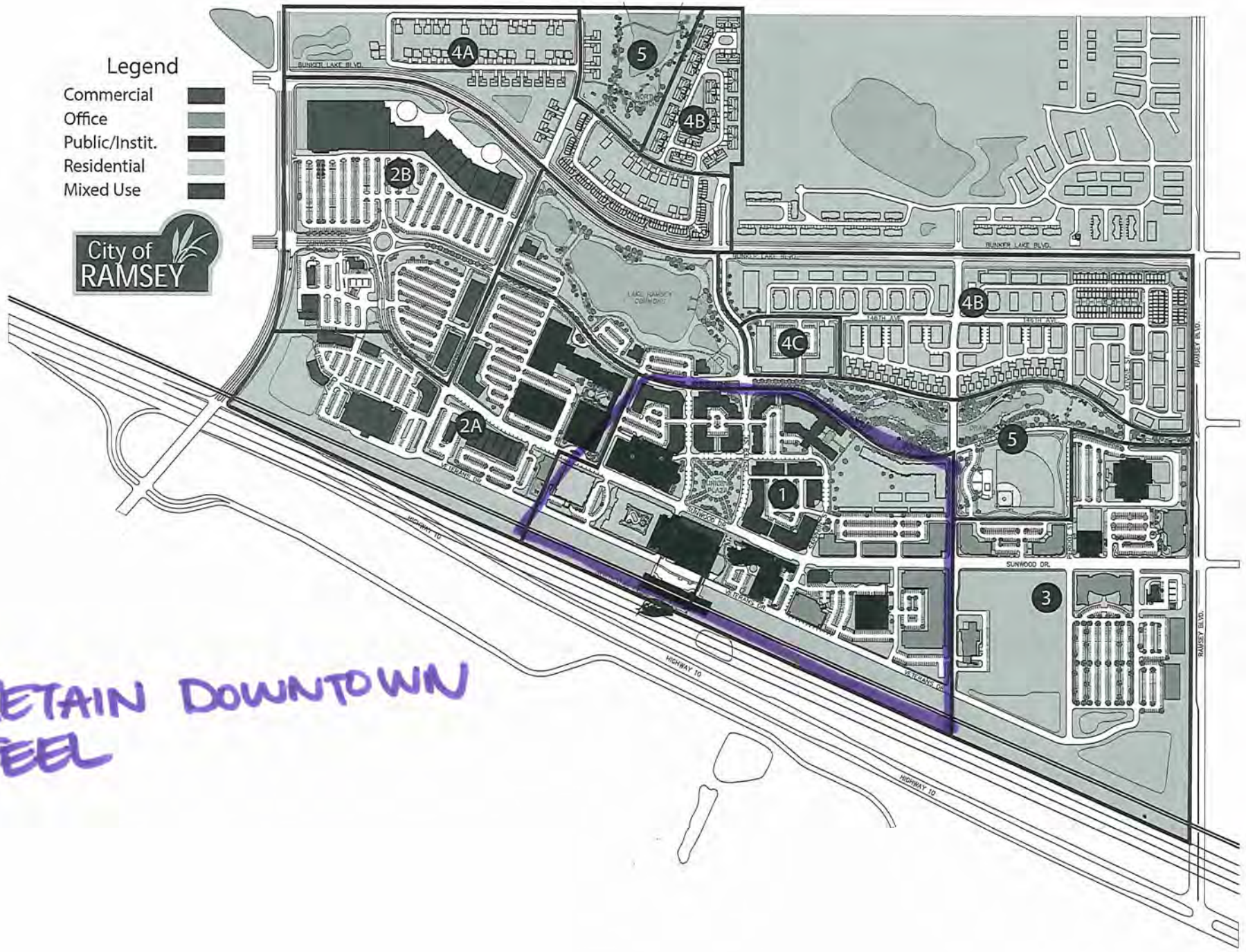
NW
OPTION 3
GREENWAY W/
PERIMITER RETAIL
- PARKING DISTRICT
- WOULD ALLOW W/CPA


Legend
Commercial
Office
Public/Instit.
Residential
Mixed Use
City of RAMSEY
4A
5
4B
2B
4C
4c
2A
1
3
BUNKER LAKE BLVD.
HIGHWAY 10
VETERANS DR.
SUNWOOD DR.
RAMSEY BLVD.
RESIDENTIAL CHANGE
SLIDE COMMUNITY CENTER



OFFICE DISTRICT STAYS

- LONG-TERM VISION (20 YEARS)
- ADD RAMP



RETAIN DOWNTOWN FEEL

#1

entertainment & enjoyment Every day shopping

Community gathering to get to know ea other

SPIRIT and Gathering of People for For Community Events

- Encouring interaction

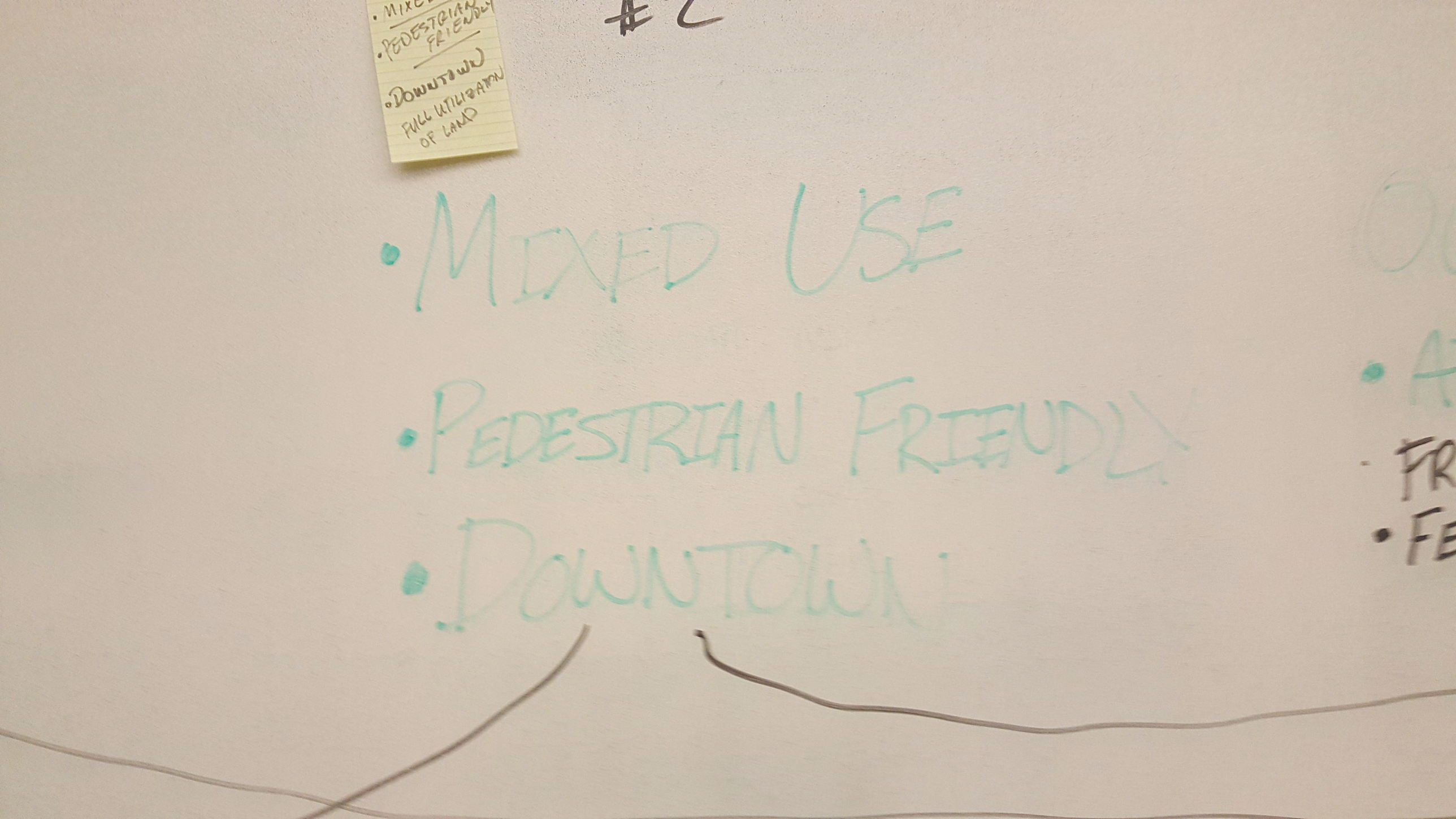
COMMUNITY

GATHERINGS FOR

— ENTERTAINMENT

— SHOPPING

— INTERACTION


• MIXED USE
• PEDESTRIAN FRIENDLY
• DOWNTOWN
FULL UTILIZATION OF LAND
#2
• MIXED USE
• PEDESTRIAN FRIENDLY
• DOWNTOWN

can gather and it also attracts people from other areas

NOT ENTIRELY ~~PORTIONS~~ ARE OK

#4

OUTSIDE COMMUNITY

- ATTRACTION
- FROM OTHER AREAS
- FEEL PART OF COMMUNITY

QUALITY ARCHITECTURE

#1

COMMUNITY

GATHERINGS FOR

- ENTERTAINMENT
- SHOPPING
- INTERACTION

#2

- MIXED USE
- PEDESTRIAN FRIENDLY
- DOWNTOWN

#4

OUTSIDE COMMUNITY

- ATTRACTION
  - FROM OTHER AREAS
  - FEEL PART OF COMMUNITY

QUALITY ARCHITECTURE


EXIT
DRAFT
DRAFT


DRAFT
DRAFT


RAFT

The COR Development Plan Update Plan of Action												
	2017											
	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	January	February	March	April	May	June	July	August	September	October	November	December
Task 1: Land Use Plan Update (Planning Commission)												
Draft Vision Statement												
Draft Land Use/District Map												
Draft District Descriptions												
Draft Development and Design Standards												
Draft Development Plan Update (Zoning Code)												
Adopt Final Version of Development Plan												
Task 2: System Plan/Infrastructure Study (EDA)												
Stormwater Plan												
Road Plan												
Sign Plan												
Parks and Recreation Plan												
Community Center Plan or Policy Statement												
Parking Ramp/District Plan or Policy Statement												
Cut/Fill Plan (Grading)												
Task 3: Project Pro Forma (EDA)												
Pro-Forma												
Tax Increment Financing (TIF) Plan												
COR Land Sale Proceeds Policy												

The COR – System Plan Studies

EFFORT #1

COR Re-Visioning

PURPOSE

Update/ amend the vision for The COR.

1. Update COR Master Plan (map that shows vision, how the COR will look, how buildings will be oriented, where infrastructure should be located, etc.)

2. Update zoning district map (underlying land use regulations that will ensure the master plan will be implemented at the time individual projects come forward for review by the City)

3. Direction on outstanding major policy items:

   -Is vertically mixed use development a requirement?
   -appropriate size and location of retail uses?
   -Is there flexibility in location of zoning district borders?
   -Define basic vision and policy for community center.
   -Define basic vision and policy for parking ramps.

RESPONSIBLE BOARD

Planning Commission will draft a recommendation for Council consideration.

TIMING

Anticipated to have draft completed by April 2017. Once a draft is completed, it should be checked against COR System Plans and COR Pro-Forma. May need to be adjusted.

EFFORT #2

COR System Plans

PURPOSE

The City purchased The COR with two goals in mind (a) recover previous public investments, and (b) ensure the vision of The COR is implemented.

As a result, the City of Ramsey has taken the role of master developer for The COR. With the role, various assumed responsibilities are assigned to the City. Developers, businesses, and residents expect the city to have concept plans/ policies in place for the following items:

1. Storm water plan (regional)
2. Road plan (public roads)
3. Sign plan (development signs, way finding sigs, etc.)
4. Park & Trails plans
5. Community Center plan/ policy
6. Parking Ramp(s) plan/ policy
7. Cut/fill basic plan

There are many benefits to having this preliminary information ready—please see system plan dashboard for details. These plans are intended to be preliminary/ concept level only—for the sake of planning and budgeting.

RESPONSIBLE BOARD

Likely, all boards will be involved with this process. However, for the sake of efficiencies, the EDA will lead this effort. Findings will be presented to the Planning Commission and City Council.

TIMING

Upon completion of 1st draft of COR re-vision, staff would like to order this work for completion (i.e. begin May 2017). This work will take 6-9 months. Once draft is completed, it should be checked against COR Master Plan and COR Pro-Forma. May need to be adjusted.

EFFORT #3

COR Pro-Forma

PURPOSE

1. Update COR pro-forma based on updated vision and system plans. COR pro-forma will display the city's financial performance forecast/ project cash-flow over time (expenditures/ obligations versus revenues/ available funding).

2. Update COR TIF plan/ TIF analysis previously completed by Ehlers. This plan plays a major role in the "funding" side of the COR pro-forma. Because actual TIF revenues are based on actual completed projects, it would be helpful to update periodically. NOTE: TIF can only be used for projects completed before 2021.

3. Update COR land proceeds policy. Staff would like to (a) clearly identify what previous expenditures the City wishes to repay itself, (b) consider using land proceeds only for non TIF eligible costs, and (c) update the City's land sale proceeds forecasts.

RESPONSIBLE BOARD

EDA will draft a recommendation for Council consideration.

TIMING

Upon completion of COR re-vision and COR system plans, staff will complete this work (i.e. begin late 2017). This work will take 1-2 months. Once draft is completed, it should be checked against COR Master Plan and COR system plans. May need to be adjusted

CC Regular Session **8. 2.**

Meeting Date: 02/14/2017

By: Tim Gladhill, Community Development

Information

Title:

Receive Update on Mississippi River Corridor Critical Area (MRCCA) Revised Rules

Purpose/Background:

The purpose of this case is to receive an update to the newly adopted Revised Rules for the Mississippi River Corridor Critical Area (MRCCA). The rules have been adopted by the Minnesota Department of Natural Resources. The City must incorporate the revised rules into City Code. This is intended to be a brief update, not an in depth analysis of the revised rules.

Notification:

Notification is not required.

Observations/Alternatives:

Please see the attached documents for background. Staff will provide a summarized presentation at the meeting.

The City will need to complete the following actions:

1. Update Comprehensive Plan
2. Update Zoning Code

While the act of amending our City Code is relatively simple, the DNR requirements in updating the Comprehensive Plan is a bit more in depth and requires certain study. Staff anticipates these two steps, when also including Public Comment and DNR/Metropolitan Council review, will take upwards of twelve (12) months from authorization to proceed.

Staff understands the complexity of this process. With that in mind, this process is being presented in smaller, more manageable steps. This step is intended to introduce the topic to the City Council and see where additional focus is needed before proceeding with next steps.

Funding Source:

This case is being handled as part of normal Staff duties.

Recommendation:

No action is being requested on the rules themselves. Staff does recommend that the City Council provide policy direction on how to handle requests for land use approval until the City is able to update its Comprehensive Plan and Zoning Code. The Planning Commission recommended that a Variance or a Planned Unit Development (PUD) is appropriate in instances where a proposed project meets the revised State Rules, until such time the City is able to update its Comprehensive Plan and Zoning Code. This was based on feedback from DNR Staff.

Action:

No action is being requested at this time.

Attachments

Revised Rules

Land Use District Map

DNR Statement of Needs and Reasonableness

Summary of Rules

DNR Frequently Asked Questions

DNR Presentation

Form Review

Inbox	Reviewed By	Date
Tim Gladhill (Originator)	Tim Gladhill	02/08/2017 12:13 PM
Kurt Ulrich	Kurt Ulrich	02/09/2017 02:47 PM
Form Started By: Tim Gladhill		Started On: 02/03/2017 10:07 AM
Final Approval Date: 02/09/2017		

Department of Natural Resources

Adopted Permanent Rules Relating to Mississippi River Corridor Critical Area

6106.0010 POLICY.

It is in the interest of present and future generations to preserve and enhance the natural, aesthetic, economic, recreational, cultural, and historical values of the Mississippi River corridor within the Twin Cities metropolitan area and protect its environmentally sensitive areas. In furtherance of the policies declared in Minnesota Statutes, chapters 116G, 394, 462, and 473, this chapter provides standards and criteria for the preservation, protection, and management of the Mississippi River Corridor Critical Area.

6106.0020 PURPOSE; DESIGNATION.

The minimum standards and criteria in this chapter are provided for the subdivision, use, and development of land within the Mississippi National River and Recreation Area, established pursuant to United States Code, title 16, section 460k, which is designated the Mississippi River Corridor Critical Area, according to the purposes described under Minnesota Statutes, section 116G.15, subdivision 1.

6106.0030 SCOPE; OTHER LAW.

Subpart 1. **Applicability.** The standards and criteria established in this chapter for the Mississippi River Corridor Critical Area pertain to public waters and to nonfederal public land and private lands within the river corridor boundary.

Subp. 2. **Government actions.** The state and all local governments, including councils, commissions, boards, districts, departments, and all other public authorities, must exercise their powers to further the purposes of this chapter.

Subp. 3. **State land.** Land owned by the state and its agencies and subdivisions must be administered according to this chapter.

Subp. 4. **Conflicting standards.** In case of a conflict between this chapter and any other rule or ordinance, the more protective provision applies.

Subp. 5. **Superseding standards.** Specific standards found in this chapter supersede parts 4410.8100 to 4410.9910 for management of the Mississippi River Corridor Critical Area.

6106.0050 DEFINITIONS.

Subpart 1. **Scope of terms and measurement of distances.** For the purposes of this chapter, the terms used have the meaning given in this part. All distances, unless otherwise specified, are measured horizontally.

Subp. 2. **Access path.** "Access path" means an area designated to provide ingress and egress to public waters.

Subp. 3. **Adjacent.** "Adjacent" means having a boundary that physically touches or adjoins.

Subp. 4. **Agricultural use.** "Agricultural use" has the meaning given under Minnesota Statutes, section 40A.02.

Subp. 5. **Alternative design.** "Alternative design" means subdivision design methods such as conservation design, transfer of development density, or similar zoning and site design techniques that protect open space and natural areas.

Subp. 6. **Barge fleeting.** "Barge fleeting" means temporarily parking and securing barges on the river, on or off channel, while tows are assembled or broken up.

Subp. 7. **Biological and ecological functions.** "Biological and ecological functions" means the functions of vegetation in stabilizing soils and slopes, retaining and filtering runoff, providing habitat, and recharging groundwater.

Subp. 8. **Bluff.** "Bluff" means a natural topographic feature having:

A. a slope that rises at least 25 feet ~~above the ordinary high water level or toe of the slope to the top of the slope~~ and the grade of the slope averages 18 percent or greater, measured over a horizontal distance of 25 feet, as follows:

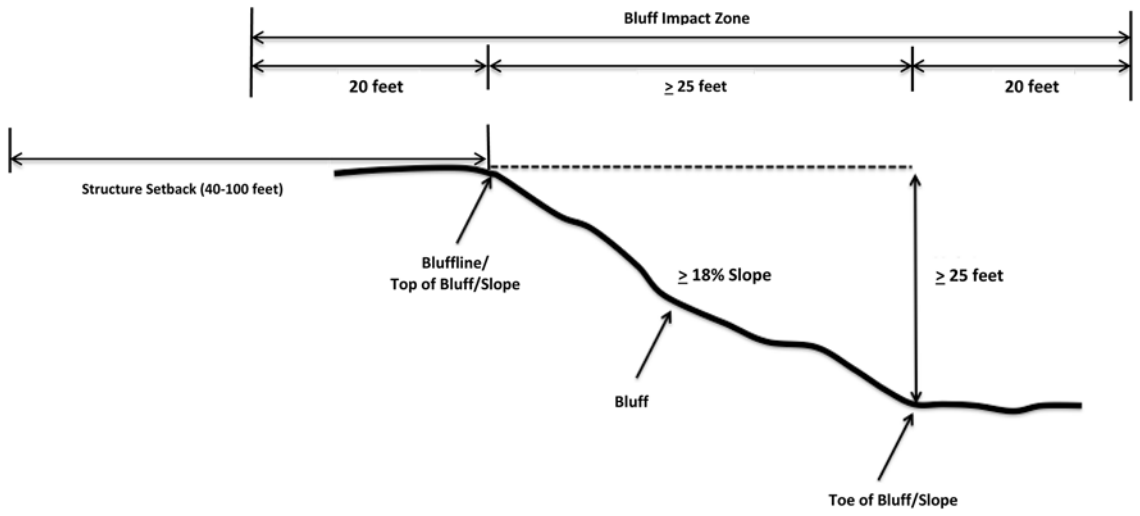
(1) where the slope begins above the ordinary high water level, from the toe of the slope to the top of the slope; or

(2) where the slope begins below the ordinary high water level, from the ordinary high water level ~~or toe of the slope~~ to the top of the slope ~~averages 18 percent or greater, measured over a horizontal distance of 25 feet~~. See Figure 1; or

B. a natural escarpment or cliff with a slope that rises at least ten feet above the ordinary high water level or toe of the slope, whichever is applicable, to the top of the slope, with ~~an average~~ a slope of ~~100 percent~~ 75 degrees or greater.

Subp. 9. **Bluff impact zone.** "Bluff impact zone" means the bluff and land within 20 feet of the bluff. See Figure 1.

Figure 1: Bluff & Bluff Impact Zone



Subp. 10. **Bluffline.** "Bluffline" means a line delineating the top of the bluff. More than one bluffline may be encountered proceeding landward from the river. See also subpart 9, Figure 1, and subpart 78, "top of the bluff."

Subp. 11. **Buildable area.** "Buildable area" means the area upon which structures may be placed on a lot or parcel of land and excludes land areas needed to meet requirements for setback, rights-of-way, bluff impact zones, historic properties, wetlands, designated floodways, land below the ordinary high water level of public waters, and other areas restricted from development by local ordinance.

Subp. 12. **Building.** A structure with two or more outside rigid walls and a fully secured roof and affixed to a permanent site.

Subp. 13. **Certificate of compliance.** "Certificate of compliance" means a document, written after a compliance inspection, certifying that the development is in compliance with applicable requirements at the time of the inspection.

Subp. 14. **Commissioner.** "Commissioner" means the commissioner of natural resources.

Subp. 15. **Conditional use.** "Conditional use" has the meaning given under Minnesota Statutes, section 394.22.

Subp. 16. **Conservation design.** "Conservation design" means a pattern of subdivision that is characterized by grouping lots within a portion of a parcel, where the remaining portion of the parcel is permanently protected as open space.

Subp. 17. **Conventional subdivision.** "Conventional subdivision" means a pattern of subdivision that is characterized by lots that are spread regularly throughout a parcel in a lot and block design.

Subp. 18. **Deck.** "Deck" means a horizontal, unenclosed, aboveground level structure open to the sky, with or without attached railings, seats, trellises, or other features, attached or functionally related to a principal use or site.

Subp. 19. **Developer.** "Developer" has the meaning given under Minnesota Statutes, section 116G.03.

Subp. 20. **Development.** "Development" has the meaning given under Minnesota Statutes, section 116G.03.

Subp. 21. **Discretionary action.** "Discretionary action" means an action under this chapter related to land use that requires a public hearing by local ordinance or statute, such as preliminary plats, final subdivision plats, planned unit developments, conditional use permits, interim use permits, variances, appeals, and rezonings.

Subp. 22. **Dock.** "Dock" has the meaning given under part 6115.0170.

Subp. 23. **Electric power facilities.** "Electric power facilities" means equipment and associated facilities for generating electric power as identified and defined under Minnesota Statutes, section 216E.01, and devices for converting wind energy to electrical energy.

Subp. 24. **Essential services.** "Essential services" means underground or overhead gas, electrical, communications, steam, or water distribution, collection, supply, or disposal systems, including storm water. Essential services includes poles, wires, mains, drains, pipes, conduits, cables, fire alarm boxes, traffic signals, hydrants, navigational structures, aviation safety facilities, or other similar equipment and accessories in conjunction with the systems. Essential services does not include buildings, treatment works as defined in Minnesota Statutes, section 115.01, electric power facilities, or transmission services.

Subp. 25. **Feedlot.** "Feedlot" has the meaning given for animal feedlot under part 7020.0300.

Subp. 26. **Floodplain.** "Floodplain" has the meaning given under part 6120.5000.

Subp. 27. **Hard-surface trail.** "Hard-surface trail" means a trail surfaced in asphalt, crushed aggregate, or other hard surface, for multipurpose use, as determined by local, regional, or state agency plans.

Subp. 28. **Historic property.** "Historic property" means an archaeological site, standing structure, site, district, or other property that is:

A. listed in the National Register of Historic Places or the State Register of Historic Places or locally designated as a historic site under Minnesota Statutes, chapter 471;

B. determined to meet the criteria for eligibility to the National Register of Historic Places or the State Register of Historic Places; or

C. an unplatted cemetery that falls under the provisions of Minnesota Statutes, chapter 307, in consultation with the Office of the State Archeologist.

Subp. 29. **Impervious surface.** "Impervious surface" means a constructed hard surface that either prevents or retards the entry of water into the soil and causes water to run off the surface in greater quantities and at an increased rate of flow than prior to development. Examples are rooftops, decks, sidewalks, patios, parking lots, storage areas, roads, and driveways, including those with concrete, asphalt, or gravel surfaces.

Subp. 30. **Intensive vegetation clearing.** "Intensive vegetation clearing" means removal of all or a majority of the trees or shrubs in a contiguous patch, strip, row, or block.

Subp. 31. **Interim use.** "Interim use" has the meaning given under Minnesota Statutes, sections 394.303 and 462.3597.

Subp. 32. **Land alteration.** "Land alteration" means an activity that exposes the soil or changes the topography, drainage, or cross section of the land, excluding gardening or similar minor soil disturbances.

Subp. 33. **Local government.** "Local government" means counties, cities, and townships.

Subp. 34. **Local park agencies.** "Local park agencies" means the Minneapolis Park and Recreation Board and the Three Rivers Park District.

Subp. 35. **Lot.** "Lot" has the meaning given under part 6120.2500.

Subp. 36. **Lot width.** "Lot width" means the shortest distance between lot lines measured at both the ordinary high water level and at the required structure setback from the ordinary high water level.

Subp. 37. **Marina.** "Marina" has the meaning given under chapter 6115.

Subp. 38. **Mooring facility.** "Mooring facility" has the meaning given under part 6115.0170.

Subp. 39. **Native plant community.** "Native plant community" means a plant community that has been ~~mapped~~ identified as part of the Minnesota biological survey or ~~other scientifically based studies~~ biological survey issued or adopted by a local, state, or federal agency.

Subp. 40. **Natural-surface trail.** "Natural-surface trail" means a trail composed of native soil and rock or compacted granular stone, primarily intended for hiking, equestrian, or mountain bike use, as determined by local, regional, or state agency plans.

Subp. 41. **Natural vegetation.** "Natural vegetation" means any combination of ground cover, understory, and tree canopy that, while it may have been altered by human activity, continues to stabilize soils, retain and filter runoff, provide habitat, and recharge groundwater.

Subp. 42. **Nonconformity.** "Nonconformity" has the meaning given under Minnesota Statutes, section 394.22.

Subp. 43. **Nonmetallic mining.** "Nonmetallic mining" means construction, reconstruction, repair, relocation, expansion, or removal of any facility for the extraction, stockpiling, storage, disposal, or reclamation of nonmetallic minerals such as stone, sand, and gravel. Nonmetallic mining does not include ancillary facilities such as access roads, bridges, culverts, and water level control structures. For purposes of this subpart, "facility"

includes all mine pits, quarries, stockpiles, basins, processing structures and equipment, and any structures that drain or divert public waters to allow mining.

Subp. 44. **Off-premise advertising signs.** "Off-premise advertising signs" means those signs that direct attention to a product, service, business, or entertainment venue that is not exclusively related to the premises where the sign is located.

Subp. 45. **Ordinary high water level.** "Ordinary high water level" has the meaning given under Minnesota Statutes, section 103G.005.

Subp. 46. **Overlay district.** "Overlay district" means a zoning district that is applied over one or more previously established zoning districts, establishing additional or stricter standards and criteria for covered properties in addition to those of the underlying zoning district. Overlay districts are often used to protect historic features and natural resources such as shoreland or floodplain.

Subp. 47. **Parcel.** "Parcel" has the meaning given under Minnesota Statutes, section 116G.03.

Subp. 48. **Patio.** "Patio" means a constructed hard surface located at ground level with no railings and open to the sky.

Subp. 49. **Picnic shelter.** "Picnic shelter" is a roofed structure open on all sides, accessory to a recreational use.

Subp. 50. **Planned unit development.** "Planned unit development" means a method of land development that merges zoning and subdivision controls, allowing developers to plan and develop a large area as a single entity, characterized by a unified site design, a mix of structure types and land uses, and phasing of development over a number of years. Planned unit development includes any conversion of existing structures and land uses that use this method of development.

Subp. 51. **Plat.** "Plat" has the meaning given under Minnesota Statutes, sections 505.01, subdivision 3, and 515B.2-110.

Subp. 52. **Port.** "Port" means a water transportation complex established and operated under the jurisdiction of a port authority according to Minnesota Statutes, chapter 458.

Subp. 53. **Primary conservation areas.** "Primary conservation areas" means key resources and features, including shore impact zones, bluff impact zones, floodplains, wetlands, gorges, areas of confluence with tributaries, natural drainage routes, unstable soils and bedrock, native plant communities, cultural and historic properties, significant existing vegetative stands, tree canopies, and other resources identified in local government plans.

Subp. 54. **Professional engineer.** "Professional engineer" means an engineer licensed to practice in Minnesota.

Subp. 55. **Public recreational facilities.** "Public recreational facilities" means recreational facilities provided by the state or a local government and dedicated to public use, including parks, scenic overlooks, observation platforms, trails, docks, fishing piers, picnic shelters, water access ramps, and other similar water-oriented public facilities used for recreation.

Subp. 56. **Public river corridor views.** "Public river corridor views" means views toward the river from public parkland, historic properties, and public overlooks, as well as views toward bluffs from the ordinary high water level of the opposite shore, as seen during the summer months.

Subp. 57. **Public transportation facilities.** "Public transportation facilities" means all transportation facilities provided by federal, state, or local government and dedicated to public use, such as roadways, transit facilities, railroads, and bikeways.

Subp. 58. **Public utilities.** "Public utilities" means electric power facilities, essential services, and transmission services.

Subp. 59. **Public waters.** "Public waters" has the meaning given under Minnesota Statutes, section 103G.005.

Subp. 60. **Readily visible.** "Readily visible" means land and development that are easily seen from the ordinary high water level of the opposite shore during summer months.

Subp. 61. **Resource agency.** "Resource agency" means a federal, state, regional, or local agency that engages in environmental, natural, or cultural resource protection or restoration activities, including planning, implementation, and monitoring.

Subp. 62. **Retaining wall.** "Retaining wall" means a vertical or nearly vertical structure constructed of mortar and rubble masonry, rock, or stone regardless of size, vertical timber pilings, horizontal timber planks with piling supports, sheet pilings, poured concrete, concrete blocks, or other durable material.

Subp. 63. **Riprap.** "Riprap" means coarse stones, boulders, cobbles, broken rock or concrete, or brick materials placed or constructed to armor shorelines, streambeds, bridge abutments, pilings, and other shoreline structures against scour or water or ice erosion.

Subp. 64. **River corridor boundary.** "River corridor boundary" means the boundary approved and adopted by the Metropolitan Council under Minnesota Statutes, section 116G.06, as approved and adopted by the legislature in Minnesota Statutes, section 116G.15, and as legally described in the State Register, volume 3, pages 1681 to 1691.

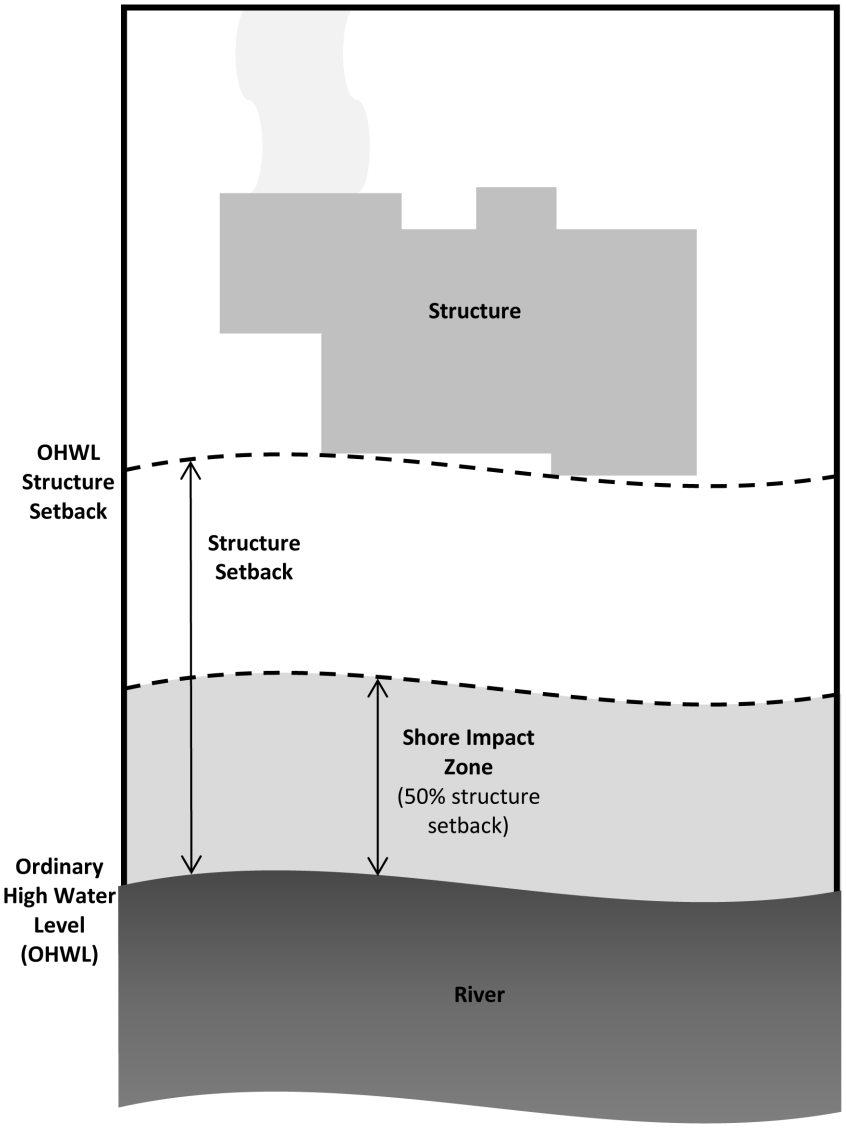
Subp. 65. **River-dependent use.** "River-dependent use" means the use of land for commercial, industrial, or utility purposes, where access to and use of a public water feature is an integral part of the normal conduct of business and where the use is dependent on shoreline facilities.

Subp. 66. **Selective vegetation removal.** "Selective vegetation removal" means removal of isolated individual trees or shrubs that are not in a contiguous patch, strip, row, or block and that does not substantially reduce the tree canopy or understory cover.

Subp. 67. **Setback.** "Setback" means a separation distance measured horizontally.

Subp. 68. **Shore impact zone.** "Shore impact zone" means land located between the ordinary high water level of public waters and a line parallel to it at a setback of 50 percent of the required structure setback or, for areas in agricultural use, 50 feet landward of the ordinary high water level ~~in areas of agricultural use~~. See Figure 2.

Figure 2: Shore Impact Zone



Subp. 69. **Shoreline facilities.** "Shoreline facilities" means facilities that require a location adjoining public waters for ingress and egress, loading and unloading, and

water intake and outflow, such as barge facilities, port facilities, commodity loading and unloading equipment, watercraft lifts, marinas, short-term watercraft mooring facilities for patrons, and water access ramps. Structures that would be enhanced by a shoreline location, but do not require a location adjoining public waters as part of their function, are not shoreline facilities, such as restaurants, bait shops, and boat dealerships.

Subp. 70. **Special purpose unit of government.** "Special purpose unit of government" means the University of Minnesota; the St. Paul Port Authority; watershed management organizations established under Minnesota Statutes, chapter 103B; watershed districts established under Minnesota Statutes, chapter 103D; and any other unit of government other than those listed in subparts 33 and 71.

Subp. 71. **State or regional agency.** "State or regional agency" means the Metropolitan Airports Commission, Minnesota Historical Society, University of Minnesota, Department of Natural Resources, Department of Transportation, and Metropolitan Council and other state agencies.

Subp. 72. **Steep slope.** "Steep slope" means a natural topographic feature with an average slope of 12 to 18 percent, measured over a horizontal distance equal to or greater than 50 feet, and any slopes greater than 18 percent that are not bluffs.

Subp. 73. **Storm water.** "Storm water" has the meaning given under part 7090.0080.

Subp. 74. **Structure.** "Structure" means a building, sign, or appurtenance thereto, except for aerial or underground utility lines, such as sewer, electric, telephone, telegraph, or gas lines, and utility line towers, poles, and other supporting appurtenances.

Subp. 75. **Subdivision.** "Subdivision" has the meaning given under Minnesota Statutes, section 462.352.

Subp. 76. **Subsurface sewage treatment system.** "Subsurface sewage treatment system" has the meaning given under part 7080.1100.

Subp. 77. **Toe of the bluff.** "Toe of the bluff" means a line along the bottom of a bluff, requiring field verification, such that the slope above the line exceeds 18 percent and the slope below the line is 18 percent or less, measured over a horizontal distance of 25 feet. See subpart 9, Figure 1.

Subp. 78. **Top of the bluff.** "Top of the bluff" means a line along the top of a bluff, requiring field verification, such that the slope below the line exceeds 18 percent and the slope above the line is 18 percent or less, measured over a horizontal distance of 25 feet. See subpart 9, Figure 1.

Subp. 79. **Transmission services.** "Transmission services" means:

A. electric power lines, cables, pipelines, or conduits that are:

(1) used to transport power between two points, as identified and defined under Minnesota Statutes, section 216E.01, subdivision 4; or

(2) for mains or pipelines for gas, liquids, or solids in suspension, used to transport gas, liquids, or solids in suspension between two points; and

B. telecommunication lines, cables, pipelines, or conduits.

Subp. 80. **Treeline.** "Treeline" means the more or less continuous line formed by the tops of trees in a wooded area when viewed from a particular point. The treeline is determined during all seasons as if under full foliage.

Subp. 81. **Twin Cities metropolitan area.** "Twin Cities metropolitan area" is the area over which the Metropolitan Council has jurisdiction according to Minnesota Statutes, section 473.121, subdivision 2.

Subp. 82. **Variance.** "Variance" has the meaning given under Minnesota Statutes, section 394.22.

Subp. 83. **Water access ramp.** "Water access ramp" means a boat ramp, carry-down site, boarding dock, and approach road, or other access that allows launching and removal of a boat, canoe, or other watercraft with or without a vehicle and trailer.

Subp. 84. **Water-oriented accessory structure.** "Water-oriented accessory structure" means a small building or other improvement, except stairways, fences, docks, and retaining walls, that, because of the relationship of its use to public waters, needs to be located closer to public waters than the normal structure setback. Examples include gazebos, screen houses, fish houses, pump houses, and detached decks and patios.

Subp. 85. **Wetlands.** "Wetlands" has the meaning given under Minnesota Statutes, section 103G.005.

Subp. 86. **Wharf.** "Wharf" has the meaning given under part 6115.0170.

6106.0060 ADMINISTRATION OF PROGRAM.

Subpart 1. **Purpose, terms, and time frames.** This part establishes the roles, responsibilities, and authorities for administration of this chapter. For the purposes of this chapter:

A. "plan," "ordinance," and "plan and ordinance" mean Mississippi River Corridor Critical Area plans and ordinances, and updates or amendments to the plans and ordinances, prepared to implement this chapter; and

B. time frames are measured in calendar days.

Subp. 2. **Responsibilities and authorities.** The standards and criteria for the Mississippi River Corridor Critical Area established in this chapter apply to:

A. the commissioner for reviewing and approving plans and ordinances and reviewing discretionary actions;

B. the Metropolitan Council for reviewing plans and ordinances;

C. local governments when preparing, amending, and administering plans and ordinances and reviewing and approving discretionary actions and permits required under this chapter; and

D. state or regional agencies, local park agencies, and special purpose units of government for permit regulation, plan development, and management activities within their jurisdiction and to the extent they have jurisdiction.

Subp. 3. **Consistent plans and ordinances.** Local governments within the Mississippi River Corridor Critical Area must adopt, administer, and enforce plans and ordinances consistent with this chapter. Plans and ordinances must be submitted to the Metropolitan Council for review and must be approved by the commissioner before they are adopted as provided under part 6106.0070. For the purpose of this part, "consistent" means that each local plan and ordinance, while it may be structured or worded differently, meets the purpose, scope, and numeric thresholds and standards set forth in this chapter. ~~Plans and~~ Ordinances that are not consistent with this chapter require approval of flexibility from the commissioner, according to part 6106.0070, subpart 6.

Subp. 4. **Greater restrictions.** Nothing in this chapter shall be construed as prohibiting or discouraging a local government from adopting and enforcing plans and ordinances that are more restrictive than this chapter.

Subp. 5. **Duties of commissioner.** The commissioner must:

A. consult with the United States Army Corps of Engineers, Minnesota Department of Transportation, National Park Service, and Metropolitan Council and other state or regional agencies, special purpose units of government, local governments, and local parks and recreation agencies to ensure that the Mississippi River Corridor Critical Area is managed as a multipurpose resource, according to Minnesota Statutes, section 116G.15, subdivision 2, paragraph (a);

B. provide advice and assistance to local governments in the Mississippi River Corridor Critical Area for development, adoption, administration, and enforcement of plans and ordinances, consistent with the purposes under part 6106.0020;

C. ~~be the lead agency to~~ coordinate preparation, submission, review, and modification of plans and ordinances that are prepared by local governments as provided under part 6106.0070;

D. review and approve final draft plans and ordinances before adoption by a local government as provided under part 6106.0070; and

E. consult with those government units identified in subpart 1 that own or manage land within the Mississippi River Corridor Critical Area to ensure that they administer lands and programs under their jurisdictions consistent with this chapter.

Subp. 6. **Duties of Metropolitan Council.** The Metropolitan Council must:

A. incorporate the standards and criteria in this chapter into the council's planning processes;

B. work with local governments and the commissioner to ensure that the standards and criteria in this chapter are adopted and implemented; and

C. provide written comments and recommendations to the commissioner on all proposed plans and ordinances submitted by local governments as provided under part 6106.0070.

Subp. 7. **Duties of cities.** Cities must:

A. prepare or amend plans and ordinances to meet or exceed the minimum standards and criteria in this chapter and as provided under part 6106.0070;

B. submit proposed plans and ordinances that affect lands within the river corridor boundary to the Metropolitan Council for review and subsequent review and

approval by the commissioner, before adoption as provided under part 6106.0070, subpart 3;

C. adopt, administer, and enforce plans and ordinances as provided under part 6106.0070, subpart 3;

D. send notice of public hearings to consider plans and ordinances, and amendments thereto, and other development requiring discretionary action affecting lands within the river corridor boundary to the following parties so that the parties receive the notice at least ten days before the public hearing:

(1) the commissioner, in a format prescribed by the commissioner;

(2) the National Park Service; and

(3) adjoining local governments within the Mississippi River Corridor Critical Area, including those with overlapping jurisdiction and those across the river, where buildings exceed the height limits specified in part 6106.0120, as part of the conditional use permit or variance process; and

E. send notice of final decisions for actions under item D, including findings of fact, within ten days following the final decision, to those parties listed under and in the manner prescribed by item D.

Subp. 8. **Duties of counties and townships.**

A. Counties must prepare or amend plans and may prepare ordinances consistent with this chapter under the authority of Minnesota Statutes, chapters 394 and 473, using the process set forth in subpart 7.

B. Townships must prepare or amend plans and ordinances consistent with this chapter under the authority of Minnesota Statutes, chapters 394, 462, and 473, using the process set forth in subpart 7. If a county has adopted ordinances under this part:

(1) a township's plan and ordinances must be consistent with and at least as restrictive as the plan and ordinances adopted by the county in which the township is located, as provided under Minnesota Statutes, section 394.33;

(2) a township must provide for administration and enforcement of Mississippi River Corridor Critical Area ordinances; and

(3) a township may adopt a county's ordinances by reference.

Subp. 9. **Duties of state or regional agencies and other government entities.** Any state or regional agency, local park agency, or special purpose unit of government that owns or manages lands within the river corridor boundary must manage the lands under its authority in a manner consistent with this chapter.

6106.0070 PREPARATION, REVIEW, AND APPROVAL OF PLANS AND ORDINANCES.

Subpart 1. **Purpose.** The purpose of this part is to establish the process, responsibilities, time frames, content requirements, and evaluation criteria for preparation, review, and approval of plans and ordinances, in order to ensure an efficient process aligned with other regional and local planning processes.

Subp. 2. **Adoption of plans and ordinances.**

A. The commissioner, in consultation with the Metropolitan Council, shall notify local governments of the schedule for preparing or amending plans and ordinances consistent with this chapter. The schedule must align as closely as possible with the comprehensive plan update schedule under Minnesota Statutes, section 473.864.

B. All plans and ordinances adopted by local governments pursuant to Executive Order 79-19 that are in existence on the effective date of this chapter remain in effect and must be enforced until plans and ordinances are amended consistent with

this chapter, approved by the commissioner, and adopted by the local government as provided under subpart 3.

C. Where a local government has not adopted plans and ordinances pursuant to Executive Order 79-19, development must be governed by this chapter until such time as plans and ordinances consistent with this chapter are approved by the commissioner and adopted by the local government as provided under subpart 3.

D. The adoption of plans and ordinances consistent with this chapter does not limit or modify the rights of a person to complete a development that has previously been authorized as provided under Minnesota Statutes, section 116G.13.

Subp. 3. **Plan and ordinance review.**

A. Within one year of notification from the commissioner according to subpart 2, local governments must prepare or amend plans and ordinances consistent with this chapter. The commissioner shall grant extensions to local governments if requested in writing and if the local government demonstrates it has made a good-faith effort to meet the deadline specified in this subpart. The extension, if granted, must include a timetable and plan for completion of the ordinance.

B. Local governments must formally submit drafts of plans and ordinances to the Metropolitan Council and the commissioner for review, in a format prescribed by the commissioner.

C. If ordinances prepared under item B refer to standards in underlying zoning, then the underlying zoning documents must be submitted and considered in combination with the ordinance. Both the ordinance and underlying zoning standards must be consistent with this chapter. Ordinances not consistent with this chapter must be submitted as part of a flexibility request according to subpart 6.

D. The commissioner and the Metropolitan Council must review the plan or ordinance and communicate a decision to the local government as follows:

(1) within 45 days after receipt from the local government, the Metropolitan Council must review and comment on draft plans and ordinances for consistency with:

(a) this chapter;

(b) regional systems and policies, as specified in Minnesota Statutes, section 473.859; and

(c) the council's comprehensive development guide for the metropolitan area, as specified in Minnesota Statutes, section 473.145; and

(2) within 45 days after receipt of the plan and ordinance from the Metropolitan Council, the commissioner must review the draft plan and ordinance to determine their consistency with this chapter, with Minnesota Statutes, chapter 116G, and with the comprehensive plan adopted by a local government. The commissioner shall consider the comments submitted by the Metropolitan Council.

E. Upon completing the review, the commissioner must take an action under subitem (1) or (2) and provide a copy of the decision to the Metropolitan Council and the National Park Service:

(1) approve the draft plan and ordinance by written decision; or

(2) return the draft plan and ordinance to the local government for modifications, with a written explanation of the need for modification.

F. When the commissioner returns a draft plan and ordinance to the local government for modification, the local government must revise the draft plan and ordinance within 60 days after receipt of the commissioner's written explanation and must resubmit the revised draft plan and ordinance to the commissioner. Upon receiving the

revised draft plan and ordinance from the local government, the Metropolitan Council and the commissioner must conduct the review as provided under item D.

(1) If a meeting is requested by the local government or the Metropolitan Council, a final revision need not be made until a formal meeting has been held with the commissioner on the draft plan and ordinance. The request extends the 60-day time limit specified in this item until after the meeting has been held.

(2) The commissioner must grant extensions to local governments if the local government requests an extension in writing and if the local government is making a good-faith effort to meet the submittal deadline. The extension, if granted, must include a timetable and plan for completion of the plan and ordinance.

G. Within 60 days after receiving the commissioner's approval of a draft plan or ordinance, the local government must adopt the commissioner-approved draft plan and ordinance. The local government must submit a copy of the final adopted plan and ordinance, with evidence of adoption, to the commissioner, the Metropolitan Council, and the National Park Service, within ten days after the adoption.

H. Only those plans and ordinances approved by the commissioner have the force and effect of law.

I. Once in effect, the local government must implement and enforce the commissioner-approved plan and ordinance.

J. If a local government fails to prepare and submit a draft plan and ordinance within one year of notification as provided under item A, fails to incorporate necessary modifications as provided under item E, subitem (2), or fails to adopt the commissioner-approved plan or ordinance as provided under item G, the commissioner must:

(1) prepare a plan and ordinance consistent with this chapter within 90 days of the deadline for preparation or adoption of plans and ordinances as provided under items A to E or G or the end date of an extension of time approved by the commissioner as provided under item F;

(2) conduct a public hearing as provided by Minnesota Statutes, section 14.58, and other statutes as applicable;

(3) within 60 days after the conclusion of the public hearing, adopt by written order the plan and ordinance for the local government's portion of the Mississippi River Corridor Critical Area; and

(4) give notice of the adopted plan and ordinance to the affected local government, the Metropolitan Council, and the National Park Service.

K. Plans and ordinances that have been adopted by the commissioner under this subpart have the same effect as if adopted by the local government and must be administered and enforced by the local government.

L. Local governments may amend plans and ordinances at any time following the procedures under items C to I.

M. Plans must be updated regularly on the same schedule as other comprehensive plan elements according to Minnesota Statutes, section 473.864, and in a manner consistent with items C to I.

Subp. 4. **Contents of plans.**

A. The plan must be a component of the local government's comprehensive plan prepared according to Minnesota Statutes, section 473.859, and must be consistent with the purposes and scope of this chapter.

B. Plans must contain maps, policies, and implementation provisions to:

(1) identify and protect primary conservation areas;

(2) identify and protect those public river corridor views and other scenic views deemed important by the community;

(3) identify areas that are priorities for restoration of natural vegetation, erosion prevention, bank and slope stabilization, or other restoration activities;

(4) minimize potential conflict of water surface uses as authorized under Minnesota Statutes, chapter 86B;

(5) provide for commercial barge terminals, barge fleeting, and recreational marinas, if applicable;

(6) provide for future commercial and industrial uses that require water access;

(7) provide for and encourage creation, connection, and maintenance of open space and recreation facilities, such as parks, scenic overlooks, natural areas, islands, and wildlife areas;

(8) identify potential public access points and trail locations; and

(9) provide for transportation and public utility development in a manner consistent with this chapter.

Subp. 5. **Contents of ordinances.**

A. Local ordinances must be consistent with the standards in this chapter and must include:

(1) definitions consistent with part 6106.0050;

(2) administrative provisions consistent with part 6106.0080;

(3) districts consistent with part 6106.0100;

(4) minimum standards and criteria consistent with parts 6106.0110 to 6106.0180; and

(5) alternative design methods consistent with part 6106.0170.

B. The local ordinance must be structured as an overlay district. If a conflict exists with underlying zoning, the provisions of the overlay district govern. Where specific numeric thresholds or standards are listed in this chapter, those numeric thresholds or standards must be included in the overlay district.

Subp. 6. **Flexibility requests for ordinances.**

A. Local governments may, under special circumstances and with the commissioner's prior approval, adopt ordinances that are not consistent with this chapter, provided that the purposes of Minnesota Statutes, section 116G.15, ~~and the purposes and scope of this chapter~~ are met and the ordinance is consistent with the plan prepared by the local government and approved according to this chapter. Special circumstances include the following situations:

(1) areas where existing urban, residential, commercial, or industrial development patterns have been in place since before the designation of the Mississippi River Corridor Critical Area and where the majority of the development does not meet the minimum state standards;

(2) areas managed under other water and related land resource management programs authorized by state or federal legislation with goals compatible with this chapter;

(3) existing or planned wastewater, storm water, water supply, or utility facilities and similar physical or infrastructural constraints make the use of particular minimum standards impractical; and

(4) areas where detailed modeling of visual, physical, or other resource impacts has been completed as part of a public planning process.

B. A local government requesting ordinance flexibility must submit a written request to the commissioner as part of the ordinance submittal required under subpart 3. The request must:

(1) be approved by the governing body with authority to approve the request;

(2) include the proposed ordinance and any associated maps;

(3) include a detailed description of the proposed alternative standards that are not consistent with this chapter, together with documentation that the alternative standards are consistent with the purposes and scope of this chapter;

(4) describe the special circumstances that justify the use of alternative standards;

(5) describe the potential impacts to primary conservation areas and mitigation actions proposed to address the impacts;

(6) include documentation of any input from adjoining local governments, including those with overlapping jurisdiction and those across the river, and from other potentially affected interests, including community members; and

(7) include any other supporting information, maps, and documents that the local government considers necessary to explain the request to the commissioner.

C. Within 60 days after receiving a complete request for ordinance flexibility as provided in item B, the commissioner must:

(1) make the request publicly available;

~~(1)~~ (2) evaluate the request based on:

(a) the extent to which the proposed alternative standards satisfy the purposes of Minnesota Statutes, section 116G.15, subdivision 1, and the purposes and scope of this chapter;

(b) the likely impact of the proposed alternative standards on primary conservation areas and public river corridor views;

(c) comments from adjoining local governments and other potentially affected interests; and

(d) the local government's identification of mitigation measures and its commitment to mitigate any adverse impacts resulting from the proposed alternative standards; and

~~(2)~~ (3) approve or deny the request, state in writing to the local government the reasons for the approval or denial, and suggest any alternative solutions or regulatory approaches that would be granted ordinance flexibility.

Subp. 7. **Plans and projects for parks and other public lands.** State or regional agencies, local park agencies, special purpose units of government, and local governments with parks or other public lands within their jurisdiction must comply with the standards and criteria in this chapter. The agencies and government entities must include the following elements in plans and project designs for parks and other public lands they own or manage within the Mississippi River Corridor Critical Area:

A. documentation of the location of the park or other owned or managed land within the Mississippi River Corridor Critical Area and recognition of the purposes of the Mississippi River Corridor Critical Area designation and this chapter;

B. standards for public utilities and facilities consistent with those in part 6106.0130; and

C. provisions for protection of primary conservation areas and public river corridor views.

6106.0080 ADMINISTRATIVE PROVISIONS FOR ORDINANCES.

Subpart 1. **Purpose.** The purpose of this part is to identify administrative provisions that must be included in local ordinances to ensure that ordinances are administered consistent with the purposes of this chapter.

Subp. 2. **Variances.**

A. A local government must consider applications for variances in a manner consistent with Minnesota Statutes, sections 394.27, subdivision 7, and 462.357, subdivision 6. The local government's review must consider the potential impacts of a proposed variance on primary conservation areas, public river corridor views, and other resources identified in the local governments' plan.

B. If a local government determines that a variance would negatively affect primary conservation areas, public river corridor views, or other identified resources, mitigation is required. Mitigation must be proportional to, have a relationship to, and offset the impact on the affected resource as provided in subpart 5.

C. The local government's findings of fact accompanying the issuance of any variance must include a finding and evidence supporting a finding that the requested variance is consistent with the purposes and scope of this chapter.

Subp. 3. **Nonconformities.**

A. The purpose of this subpart is to allow uses and structures that came into existence legally prior to the effective date of this part and in conformance with then-applicable requirements to continue to exist and be put to productive use.

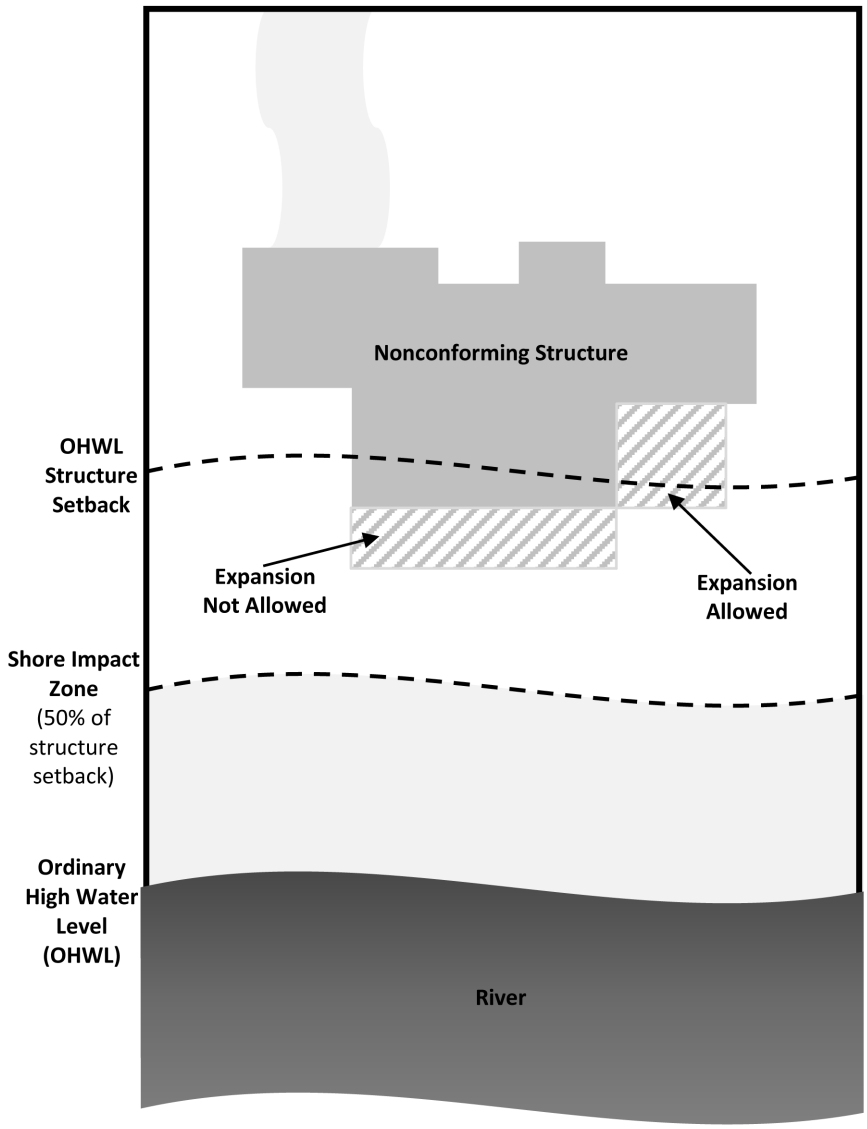
B. Nonconformities must be regulated by local governments in a manner consistent with Minnesota Statutes, sections 394.36 and 462.357, subdivision 1e.

C. Local governments may choose to allow lateral expansion of legally nonconforming principal structures that do not meet the setback requirements in part 6106.0120, provided that:

(1) the expansion does not extend into the shore impact zone or bluff impact zone or further into the required setback than the building line of the existing principal structure. See Figure 3; and

(2) the expanded structure's scale and bulk is consistent with that of the original structure and existing surrounding development.

Figure 3: Expansion of Nonconforming Structure within OHWL Setback



D. New structures erected in conformance with the setback averaging provisions of part 6106.0120, subpart 3, item D, are considered to be in conformance with local ordinance requirements.

E. Site alterations that were legally made prior to the effective date of local ordinances adopted under this chapter are considered conforming. Site alterations include vegetation, erosion control, storm water control measures, and other nonstructural site improvements. Expansion of site alterations must comply with this chapter.

Subp. 4. **Conditional and interim use permits.**

A. In addition to meeting the requirements of Minnesota Statutes, sections 394.301, 394.303, 462.3595, and 462.3597, a local government's review of conditional and interim uses must consider potential impacts of the conditional or interim use on primary conservation areas, public river corridor views, and other resources identified in a local government's plan.

B. When evaluation and assessment identify a negative impact under item A, issuance of a conditional or interim use permit must include conditions for mitigation according to subpart 5.

Subp. 5. **Mitigation.**

A. In evaluating a request for a variance or conditional or interim use permit, if a local government identifies a potential negative impact to primary conservation areas, public river corridor views, or other resources identified in the local government's plan, the variance or conditional or interim use permit must require mitigation.

B. Mitigation must be directly related to and must bear a rough proportionality to the impact of the project on primary conservation areas, public river corridor views, and other resources identified in the local government's plan.

Subp. 6. **Project information.**

A. An applicant must submit relevant information to the responsible local government to evaluate how any development that requires discretionary action or a permit under this chapter complies with the plans and ordinances adopted under this chapter.

B. In addition to local government requirements, project information must include the following, unless the responsible local government determines that the information is not necessary:

(1) a detailed description of the project; and

(2) scaled maps and plans, dimensional renderings, maintenance agreements, and other materials that identify and describe:

(a) primary conservation areas;

(b) public river corridor views;

(c) buildable area;

(d) existing and proposed topography and drainage patterns;

(e) proposed storm water and erosion and sediment control practices;

(f) existing and proposed vegetation to be removed and established;

(g) ordinary high water level, blufflines, and all required setbacks;

(h) existing and proposed structures;

(i) existing and proposed impervious surfaces; and

(j) existing and proposed subsurface sewage treatment systems.

Subp. 7. **Accommodating disabilities.** Ramps or other facilities to provide persons with disabilities access to the persons' property, as required by the federal Americans with Disabilities Act and the federal Fair Housing Act and as provided by chapter 1341, are allowed ~~by administrative permit~~, subject to the following standards:

A. parts 6106.0120 to 6106.0180 must be complied with ~~to the maximum extent practicable~~, except as provided in item B; and

B. when parts 6106.0120 to 6106.0180 cannot be complied with, the local government may issue an interim use permit to allow ramps or other facilities that do not comply with those parts. Upon expiration of the interim use permit, the ramp or other facilities must be removed.

6106.0090 INCORPORATIONS BY REFERENCE.

The following documents are incorporated by reference as guidance for complying with the plans and ordinances adopted under this chapter. Unless specified otherwise, these documents are not subject to frequent change and are available through the Minitex interlibrary loan system:

A. The Minnesota Stormwater Manual, Minnesota Pollution Control Agency (2013 and as subsequently amended);

B. Conserving Wooded Areas in Developing Communities: Best Management Practices in Minnesota, Minnesota Department of Natural Resources (1999 and as subsequently amended);

C. Design Handbook for Recreational Boating and Fishing Facilities, States Organization for Boating Access (2006 and as subsequently amended);

D. Trail Planning, Design, and Development Guidelines, Minnesota Department of Natural Resources (2007 and as subsequently amended);

E. Native Vegetation Establishment and Enhancement Guidelines, Minnesota Board of Water and Soil Resources (2015 and as subsequently amended), available online at http://www.bwsr.state.mn.us/native_vegetation/;

F. Shoreline Alterations: Riprap, Minnesota Department of Natural Resources (2012 and as subsequently amended), available online at http://www.dnr.state.mn.us/publications/waters/shoreline_alteration.html; and

G. Best Practices for Meeting DNR General Public Waters Work Permit GP 2004-0001, Minnesota Department of Natural Resources (2014 and as subsequently amended), available online at http://www.dnr.state.mn.us/waters/watermgmt_section/pwpermits/gp_2004_0001_manual.html.

6106.0100 DISTRICTS.

Subpart 1. **Establishment of districts.** For purposes of this chapter, six districts are established in the Mississippi River Corridor Critical Area, as described in this part, to protect and enhance the resources and features identified in Minnesota Statutes, section 116G.15, subdivision 3.

Subp. 2. **Purpose.** The six districts are established based on the natural and built character of different areas of the river corridor. All districts include diverse land uses, including parks and open space and scenic, natural, and historic areas.

Subp. 3. **Rural and open space district (CA-ROS).**

A. The rural and open space district (CA-ROS) is characterized by rural and low-density development patterns and land uses, and includes land that is riparian or visible from the river, as well as large, undeveloped tracts of high ecological and scenic value, floodplain, and undeveloped islands. Many primary conservation areas exist in the district.

B. The CA-ROS district must be managed to sustain and restore the rural and natural character of the corridor and to protect and enhance habitat, parks and open space, public river corridor views, and scenic, natural, and historic areas.

Subp. 4. **River neighborhood district (CA-RN).**

A. The river neighborhood district (CA-RN) is characterized by primarily residential neighborhoods that are riparian or readily visible from the river or that abut riparian parkland. The district includes parks and open space, limited commercial development, marinas, and related land uses.

B. The CA-RN district must be managed to maintain the character of the river corridor within the context of existing residential and related neighborhood development, and to protect and enhance habitat, parks and open space, public river corridor views, and scenic, natural, and historic areas. Minimizing erosion and the flow of untreated storm

water into the river and enhancing habitat and shoreline ~~habitat~~ vegetation are priorities in the district.

Subp. 5. **River towns and crossings district (CA-RTC).**

A. The river towns and crossings district (CA-RTC) is characterized by historic downtown areas and limited nodes of intense development at specific river crossings, as well as institutional campuses that predate designation of the Mississippi River Critical Corridor Area and ~~includes~~ that include taller buildings.

B. The CA-RTC district must be managed in a manner that allows continued growth and redevelopment in historic downtowns and more intensive redevelopment in limited areas at river crossings to accommodate compact walkable development patterns and connections to the river. Minimizing erosion and the flow of untreated storm water into the river, providing public access to and public views of the river, and restoring natural vegetation in riparian areas and tree canopy are priorities in the district.

Subp. 6. **Separated from river district (CA-SR).**

A. The separated from river district (CA-SR) is characterized by its physical and visual distance from the Mississippi River. The district includes land separated from the river by distance, topography, development, or a transportation corridor. The land in this district is not readily visible from the Mississippi River.

B. The CA-SR district provides flexibility in managing development without negatively affecting the key resources and features of the river corridor. Minimizing negative impacts to primary conservation areas and minimizing erosion and flow of untreated storm water into the Mississippi River are priorities in the district.

Subp. 7. **Urban mixed district (CA-UM).**

A. The urban mixed district (CA-UM) includes large areas of highly urbanized mixed use that are a part of the urban fabric of the river corridor, including institutional, commercial, industrial and residential areas and parks and open space.

B. The CA-UM district must be managed in a manner that allows for future growth and potential transition of intensely developed areas that does not negatively affect public river corridor views and that protects bluffs and floodplains. Restoring and enhancing bluff and shoreline habitat, minimizing erosion and flow of untreated storm water into the river, and providing public access to and public views of the river are priorities in the district.

Subp. 8. **Urban core district (CA-UC).**

A. The urban core district (CA-UC) includes the urban cores of Minneapolis and St. Paul.

B. The CA-UC district must be managed with the greatest flexibility to protect commercial, industrial, and other high-intensity urban uses, while minimizing negative impacts to primary conservation areas and minimizing erosion and flow of untreated storm water into the river. Providing public access to and public views of the river are priorities in the district.

Subp. 9. **District boundaries.**

A. The physical boundaries of each district are delineated in the Mississippi River Corridor Critical Area District Map, Minnesota Department of Natural Resources (~~2015~~ 2016 and as subsequently amended). The map is incorporated by reference, is not subject to frequent change, and is available on the department's Web site at ~~www.dnr.state.mn.us/input/rules/mrcca/map-draft.html~~ www.dnr.state.mn.us/waters/watermgmt_section/critical_area/index.html. The commissioner must maintain the map and must amend the map as provided in item C.

B. The district boundary lines on the Mississippi River Corridor Critical Area District Map are intended to follow the center lines of rivers and streams, highways, streets, lot lines, and municipal boundaries, unless a boundary line is otherwise indicated on the map. Where district boundaries cross unsubdivided property, the district boundary line is determined by use of dimensions or the scale appearing on the map.

C. The boundaries of a district established under this part must be amended according to subitems (1) to (3).

(1) A local government or a state or regional agency must submit a written request to the commissioner requesting a district boundary amendment. The request must:

(a) be approved by the governing body with the legal authority to make the request for the state or regional agency or local government;

(b) specifically identify the proposed changes to plans and ordinances to address the proposed change;

(c) identify changes in land uses, infrastructure, or other conditions since the effective date of this chapter that justify the proposed changes;

(d) ~~be consistent with~~ identify those local comprehensive plans, regional system statements, state park and transportation master plans, and federal plans that apply to the area proposed for a district boundary amendment;

(e) address potential negative impacts of the proposed change to primary conservation areas, public river corridor views, and other resources and features identified in local governments' plans; and

(f) contain a summary of feedback from affected parties as provided under subitem (2).

(2) The local government or state or regional agency requesting the district boundary amendment must give notice of the proposed district boundary amendment to

adjoining or overlapping local governments, the Metropolitan Council, the commissioner, the National Park Service, and property owners in the area directly affected by the proposed district boundary amendments and must conduct a public hearing.

(3) Upon receiving a complete request for a district boundary amendment as provided under subitem (1), the commissioner must consider the request and determine whether to initiate rulemaking to amend the boundary according to Minnesota Statutes, chapter 14. The commissioner must communicate the determination, in writing, to the local government or state or regional agency requesting the district boundary amendment within 60 days after receiving the request.

D. This subpart does not apply to the defined river corridor boundary.

6106.0110 USES.

Subpart 1. **Underlying zoning.** Uses permissible within the Mississippi River Corridor Critical Area are generally determined by the local government's underlying zoning, with additional provisions for certain uses as specified by this part.

Subp. 2. **Agricultural use.** Where agricultural use is allowed by the local government, perennial ground cover is required within 50 feet of the ordinary high water level and within the bluff impact zone.

Subp. 3. **Feedlots.** New animal feedlots and manure storage areas are prohibited. Existing animal feedlots and manure storage areas must conform with chapter 7020.

Subp. 4. **Forestry.** Where forestry is allowed by the local government, tree harvesting and biomass harvesting within woodlands, and associated reforestation, must be consistent with recommended practices in Conserving Wooded Areas in Developing Communities: Best Management Practices in Minnesota, incorporated by reference under part 6106.0090.

Subp. 5. **Nonmetallic mining.** If allowed by the local government, nonmetallic mining requires a conditional use permit or interim use permit issued by the local government, subject to the following:

A. new nonmetallic mining is prohibited within the shore impact zone, bluff impact zone, and within the required structure setback from the bluffline;

B. processing machinery must be located consistent with setback standards for structures as provided in part 6106.0120;

C. only one barge loading area, which must be limited to the minimum size practicable, is permitted for each mining operation;

D. new and, where practicable, existing nonmetallic mining operations must not be readily visible and must be screened by establishing and maintaining natural vegetation. The unscreened boundaries of nonmetallic mining areas are limited to only the barge loading area;

E. a site management plan must be developed by the operator and approved by the local government before new nonmetallic mining commences. Operations must be consistent with the site plan throughout the duration of operations at the site. The site management plan must:

(1) describe how the site will be developed over time with an emphasis on minimizing environmental risk to public waters;

(2) explain where staged reclamation may occur at certain points during the life of the site;

(3) address dust, noise, storm water management, possible pollutant discharges, days and hours of operation, and duration of operation; and

(4) describe any anticipated vegetation and topographic alterations outside the pit, and reclamation plans consistent with the stated end use for the land; and

F. existing and new nonmetallic mining operations must submit land reclamation plans to the local government compatible with the purposes of this chapter.

Subp. 6. **River-dependent uses.** River-dependent uses must comply with items A to C.

A. Structures and parking areas, except shoreline facilities and private roads and conveyances serving river-dependent uses as provided in part 6106.0180, must meet the dimensional and performance standards in this chapter, must be designed so that they are not readily visible, and must be screened by establishing and maintaining natural vegetation.

B. Shoreline facilities must comply with chapter 6115 and must:

(1) be designed in a compact fashion so as to minimize the shoreline area affected; and

(2) minimize the surface area of land occupied in relation to the number of watercraft or barges to be served.

C. Dredging and placement of dredged material are subject to existing federal and state permit requirements and agreements.

Subp. 7. **Wireless communication facilities.** Wireless communication facilities require a conditional use permit or interim use permit issued by the local government. In addition to the conditional use permit or interim use permit requirements under part 6106.0080, the following conditions apply:

A. the applicant must demonstrate that functional coverage cannot be provided through co-location, a tower at a lower height, or a tower at a location outside the Mississippi River Corridor Critical Area;

B. the tower must not be located in the bluff impact zone or shore impact zone; and

C. placement of the tower must minimize impacts on public river corridor views.

6106.0120 DIMENSIONAL STANDARDS.

Subpart 1. **Purpose.** The purpose of this part is to establish dimensional standards that protect primary conservation areas and public river corridor views from impacts of development and ensure that new development is sited in locations consistent with part 6106.0020.

Subp. 2. **Structure height.**

A. Structures, including accessory structures, as defined by local ordinance, must be no taller than the heights specified for each district:

(1) CA-ROS: 35 feet;

(2) CA-RN: 35 feet;

(3) CA-RTC: 48 feet, provided that tiering of structures away from the Mississippi River and from blufflines is given priority, with lower structure heights closer to the river and blufflines, and that structure design and placement minimizes interference with public river corridor views. Taller buildings are allowed by conditional use permit, as provided under item D, with consideration of the relationship of building height to the mature treeline, where present, and existing surrounding development, as viewed from the ordinary high water level of the opposite shore and from public river corridor views;

(4) CA-SR: height is determined by the local government's underlying zoning requirements, provided the ~~structure's~~ structure height in the underlying zoning is generally consistent with the height of the mature treeline, where present, and existing surrounding development, as viewed from the ordinary high water level of the opposite shore;

(5) CA-UM: 65 feet, provided tiering of structures away from the Mississippi River and from blufflines is given priority, with lower structure heights closer to the river and blufflines, and that structure design and placement minimize interference

with public river corridor views. Taller buildings are allowed by conditional use permit, as provided under item D; and

(6) CA-UC: height is determined by the local government's underlying zoning requirements, provided tiering of structures away from the Mississippi River and blufflines is given priority, with lower structure heights closer to the river and blufflines, and structure design and placement minimize interference with public river corridor views.

B. For the purposes of this subpart, height is determined by applicable local government zoning regulations, provided it is measured on the side of the structure facing the Mississippi River.

C. The height requirements in item A do not apply to those structures and facilities identified in part 6106.0180 as exempt from these requirements, but meeting the setback requirements of subpart 3.

D. In addition to the conditional use permit requirements in part 6106.0080, criteria for considering whether to grant a conditional use permit for buildings exceeding the height limits in item A must include:

(1) assessment of the visual impact of the proposed building on public river corridor views, including views from other communities;

(2) identification and application of techniques to minimize the perceived bulk of the proposed building, such as:

(a) placing the long axis of the building perpendicular to the river;

(b) stepping back of portions of the façade;

(c) narrowing the profile of upper floors of the building; or

(d) increasing the setbacks of the building from the Mississippi River or blufflines;

(3) identification of techniques for preservation of those view corridors identified in the local government's plan; and

(4) opportunities for creation or enhancement of public river corridor views.

Subp. 3. **Location of structures.**

A. Structures and impervious surfaces must not be located in the shore impact zone and must meet the following setback requirement from the ordinary high water level of the Mississippi River and other waters within the Mississippi River Corridor Critical Area, as specified for each district:

(1) CA-ROS: 200 feet from the Mississippi River and 150 feet from the Minnesota River and Vermillion River;

(2) CA-RN: 100 feet from the Mississippi River and 75 feet from the Rum River and Vermillion River;

(3) CA-RTC: 75 feet from the Mississippi River, Crow River, and Rum River;

(4) CA-SR: 75 feet from the Vermillion River;

(5) CA-UM: 50 feet from the Mississippi River;

(6) CA-UC: as specified in underlying zoning; and

(7) for all other public waters within the Mississippi River Corridor Critical Area, as specified in underlying zoning.

B. Structures and impervious surfaces must not be located in the bluff impact zone and must meet the following setback requirements from the bluffline as specified for each district:

(1) CA-ROS: 100 feet;

(2) CA-RN: 40 feet;

(3) CA-RTC: 40 feet;

(4) CA-SR: 40 feet;

(5) CA-UM: 40 feet; and

(6) CA-UC: 40 feet.

C. The requirements in items A and B do not apply to those structures and facilities listed in part 6106.0180 as exempt from these requirements.

D. Where principal structures exist on the adjoining lots on both sides of a proposed building site, the minimum setback may be altered to conform to the average of the adjoining setbacks, provided that the new structure's scale and bulk riverward or bluffward of the setbacks required under items A and B are consistent with adjoining development. No structures or impervious surfaces are allowed within the bluff impact zone or shore impact zone, except as specified under part 6106.0180.

E. Subsurface sewage treatment systems, including the septic tank and absorption area, must be located at least 75 feet from the ordinary high water level of the Mississippi River and all other public waters within the Mississippi River Corridor Critical Area.

Subp. 4. **Standards for new lots.**

A. Where lots are created after the effective date of this part, lot area and width standards must comply with the requirements of the underlying zoning, except the width of lots abutting the Mississippi River in the CA-ROS district must be at least 200 feet, unless alternative design methods are used that provide greater protection of the riparian areas.

B. New lots must have adequate buildable area to comply with the setback requirements in subpart 3.

6106.0130 GENERAL DEVELOPMENT STANDARDS FOR PUBLIC FACILITIES.

Subpart 1. **Purpose and scope.** The purpose of this part is to establish standards for public facilities that are consistent with best management practices and that protect primary conservation areas. Public facilities serve the public interest by providing public access to the Mississippi River corridor or require locations in or adjacent to the river corridor and therefore require some degree of flexibility.

Subp. 2. **Definition of terms.** For the purpose of this part, "public facilities" means public utilities, public transportation facilities, and public recreational facilities.

Subp. 3. **General design standards.** All public facilities must be designed and constructed to:

A. minimize visibility of the facility to the extent consistent with the purpose of the facility;

B. comply with the dimensional standards in part 6106.0120, except as provided in part 6106.0180;

C. be consistent with the vegetation management standards in part 6106.0150, subpart 5, and the land alteration and storm water management standards in part 6106.0160, including use of practices identified in Best Practices for Meeting DNR General Public Waters Work Permit GP 2004-001, incorporated by reference under part 6106.0090, where applicable. State or regional agencies, special purpose units of government, local park agencies, and local units of government with parks within their jurisdiction are not required to obtain a vegetation management or land alteration permit under part 6106.0150 or 6106.0160, but must apply the standards and criteria that would be applied by local government, were a permit required;

D. avoid primary conservation areas, unless no alternative exists. If no alternative exists, then disturbance to primary conservation areas must be avoided to the greatest extent practicable, and design and construction must minimize impacts; and

E. minimize disturbance of spawning and nesting times by scheduling construction at times when local fish and wildlife are not spawning or nesting.

Subp. 4. **Right-of-way maintenance standards.** Right-of-way maintenance for public facilities is subject to the following standards:

A. vegetation currently in a natural state must be maintained to the extent feasible;

B. where vegetation in a natural state has been removed, native plants must be planted and maintained on the right-of-way; and

C. chemical control of vegetation must be avoided when practicable, but when chemical control is necessary, chemicals used must be in accordance with the rules, regulations, and other requirements of all state and federal agencies with authority over the chemical's use.

Subp. 5. **Crossings of public water or public land.** Crossings of public waters or land controlled by the commissioner are subject to approval by the commissioner according to Minnesota Statutes, sections 84.415 and 103G.245. The commissioner must give primary consideration to crossings that are proposed to be located within or adjoining existing rights-of-way for public transportation and public utilities.

Subp. 6. **Public utilities.** Public utilities must, at a minimum, comply with the following standards:

A. high-voltage transmission lines, wind energy conversion systems greater than five megawatts, and pipelines are regulated according to Minnesota Statutes, chapters 216E, 216F, and 216G, respectively; and

B. if overhead placement is necessary, utility crossings must be hidden from view as much as practicable. The appearance of structures must be as compatible as practicable with the surrounding area in a natural state with regard to height and width, materials used, and color.

Subp. 7. **Public transportation facilities.** Where public transportation facilities intersect or abut two or more of the districts established under part 6106.0100, the least restrictive standards apply. Public transportation facilities must be designed and constructed to give priority to:

A. providing scenic overlooks for motorists, bicyclists, and pedestrians;

B. providing safe pedestrian crossings and facilities along the river corridor;

C. providing access to the riverfront in public ownership; and

D. allowing for use of the land between the river and the transportation facility.

Subp. 8. **Public recreational facilities.**

A. Buildings and parking associated with public recreational facilities, except as provided under part 6106.0180, must meet the dimensional standards in part 6106.0120 and must not be placed within the bluff impact zone or shore impact zone.

B. Roads and driveways associated with public recreational facilities must not be placed in the bluff impact zone or shore impact zone unless no other placement alternative exists. If no alternative exists, then design and construction must minimize impacts to shoreline vegetation, erodible soils and slopes, and other sensitive resources.

C. Trails, access paths, and viewing areas associated with public recreational facilities and providing access to or views of the Mississippi River are allowed within the bluff impact zone or shore impact zone if design, construction, and maintenance methods are consistent with the best management practice guidelines in Trail Planning, Design, and Development Guidelines, incorporated by reference under part 6106.0090.

(1) Hard-surface trails are not allowed on the face of bluffs with a slope exceeding 30 percent. Natural surface trails are allowed, provided they do not exceed eight feet in width.

(2) Trails, paths, and viewing areas must be designed and constructed to minimize:

(a) visibility from the river;

(b) visual impacts on public river corridor views; and

(c) disturbance to and fragmentation of primary conservation areas.

D. Public water access facilities are subject to the following requirements:

(1) watercraft access ramps must comply with parts 6115.0210 and 6280.0250; and

(2) facilities must be designed and constructed consistent with the standards in Design Handbook for Recreational Boating and Fishing Facilities, incorporated by reference under part 6106.0090.

E. Public signs and kiosks for interpretive or directional purposes are allowed in the bluff impact zone or shore impact zone, provided they are placed and constructed to minimize disturbance to these areas and avoid visual impacts on public river corridor views.

F. Public stairways, lifts, and landings must be designed as provided in part 6106.0140, subpart 6, item C.

6106.0140 GENERAL DEVELOPMENT STANDARDS FOR PRIVATE FACILITIES.

Subpart 1. **Purpose.** The purpose of this part is to provide design standards for private facilities within the Mississippi River Corridor Critical Area that are consistent with best management practices and that minimize impacts to primary conservation areas and other identified resources.

Subp. 2. **Definition.** For the purpose of this part, "private facilities" means private roads, driveways, and parking areas; private water access and viewing facilities; decks and patios in setback areas; and private signs.

Subp. 3. **General design standards.** All private facilities must be developed in accordance with the land alteration, vegetation, and storm water management requirements in parts 6106.0150 and 6106.0160.

Subp. 4. **Private roads, driveways, and parking areas.** Except as provided in part 6106.0180, private roads, driveways, and parking areas must:

A. be designed and constructed to take advantage of natural vegetation and topography so that they are not readily visible;

B. comply with structure setback requirements according to part 6106.0120; and

C. not be placed within the bluff impact zone or shore impact zone, unless exempt under part 6106.0180 and designed consistent with part 6106.0130, subpart 3.

Subp. 5. **Private water access and viewing facilities.**

A. Private access paths must be no more than:

(1) eight feet wide, if placed within the shore impact zone; and

(2) four feet wide, if placed within the bluff impact zone.

B. Private water access ramps must:

(1) comply with parts 6115.0210 and 6280.0250; and

(2) be designed and constructed consistent with the applicable standards in Design Handbook for Recreational Boating and Fishing Facilities, incorporated by reference under part 6106.0090.

C. Design and construction of private stairways, lifts, and landings are subject to the following standards:

(1) stairways and lifts must not exceed four feet in width on residential lots. Wider stairways are allowed for commercial properties and residential facilities held in common, if approved by the local government;

(2) landings for stairways and lifts on residential lots must not exceed 32 square feet in area. Landings larger than 32 square feet are allowed for commercial properties and residential facilities held in common, if approved by the local government;

(3) canopies or roofs are prohibited on stairways, lifts, or landings;

(4) stairways, lifts, and landings must be located in the least visible portion of the lot whenever practical; and

(5) ramps, lifts, mobility paths, or other facilities for persons with physical disabilities are allowed for achieving access to shore areas according to subitems (1) to (4) and as provided under part 6106.0080, subpart 7.

D. One water-oriented accessory structure is allowed for each riparian lot or parcel less than 300 feet in width at the ordinary high water level, with one additional water-oriented accessory structure allowed for each additional 300 feet of shoreline on the same lot or parcel. Water-oriented accessory structures are prohibited in the bluff impact zone and must:

(1) not exceed 12 feet in height;

(2) not exceed 120 square feet in area; and

(3) be placed a minimum of ten feet from the ordinary high water level.

Subp. 6. **Decks and patios in setback areas.** Local governments may allow decks and at-grade patios to encroach into the required setbacks from the ordinary high water level and blufflines without a variance, in compliance with parts 6106.0150 and 6106.0160, provided that:

A. the encroachment of the deck or patio into the required setback area does not exceed 15 percent of the required structure setback;

B. the area of the deck or patio that extends into the required setback area occupies no more than 25 percent of the total area between the required setback and the 15 percent allowance, using the formula below:

[required setback depth (feet) x 0.15 x lot width (feet) x 0.25 = maximum total area]; and

C. the deck or patio does not extend into the bluff impact zone.

Subp. 7. **Private signs.** Placement of signs is guided by the local government's underlying zoning, with the additional provisions in items A and B.

A. If the local government allows off-premise advertising signs, the signs must:

(1) meet all required setbacks and height limits standards of this chapter; and

(2) not be readily visible.

B. If the local government allows directional signs for patrons arriving at a business by watercraft, the signs:

(1) must be consistent with Minnesota Statutes, section 86B.115;

(2) if located within the shore impact zone, must convey only the location and name of the establishment and the general types of goods and services available;

(3) must be no greater than ten feet in height and 32 square feet in surface area; and

(4) if illuminated, must have lighting that is shielded to prevent illumination out across the river or to the sky.

6106.0150 VEGETATION MANAGEMENT STANDARDS.

Subpart 1. **Purpose.** The purpose of this part is to establish standards that:

A. sustain and enhance the biological and ecological functions of vegetation;

B. preserve the natural character and topography of the Mississippi River Critical Corridor Area; and

C. maintain stability of bluffs and steep slopes and ensure stability of other areas prone to erosion.

Subp. 2. **Applicability.** This part applies to:

A. shore impact zones;

B. areas within 50 feet of a wetland or natural drainage way;

C. bluff impact zones;

D. areas of native plant communities; and

E. significant vegetative stands identified in local governments' adopted plans.

Subp. 3. **General provisions.**

A. Intensive vegetation clearing is prohibited, except for the following activities, which are allowed by local permit:

(1) clearing vegetation that is dead, diseased, dying, or hazardous;

(2) clearing to prevent the spread of diseases or insect pests;

(3) removal of invasive non-native species;

(4) restoration and erosion control management activities consistent with a plan approved by the local government or resource agency; and

(5) the minimum necessary for development that is allowed as an exception under part 6106.0180.

B. The following activities are allowed without a permit:

(1) selective vegetation removal, including removal for those activities listed under item A, subitems (1) to (3), and removal for other purposes provided that vegetative cover remains consistent with the management purposes of districts under part 6106.0100;

(2) maintenance of existing lawns, landscaping, and gardens;

(3) removal of vegetation in emergency situations as determined by the local government;

(4) right-of-way maintenance for public facilities meeting the standards of part 6106.0130, subpart 4; and

(5) agricultural and forestry activities meeting the standards of part 6106.0110.

C. Local governments must not restrict the height of ground cover vegetation in the areas listed under subpart 2, items A to E.

Subp. 4. **Permit process.**

A. Local governments must regulate intensive vegetation clearing activities identified in subpart 3, item A, through a permit process.

B. Local government may create a new administrative permit process or use an existing one for intensive vegetation clearing. Appeals of local government decisions on permits are subject to Minnesota Statutes, section 462.357, subdivision 6.

C. Local governments may delegate the permitting responsibilities described in this subpart to a resource agency or other qualified agent as determined by the local government.

D. Local governments must require permit applicants to submit information as needed to evaluate permits for consistency with the standards and requirements of this part and parts 6106.0080, subpart 6, and 6106.0160.

E. Local governments must grant the permit, deny the permit, or grant the permit with conditions necessary to achieve the purposes of this part, as provided under subpart 5.

Subp. 5. **Permit conditions.** In reviewing and approving permit applications, the local government must ensure through permit conditions that the following performance standards are met:

A. development is sited to minimize removal of or disturbance to natural vegetation;

B. soil, slope stability, and hydrologic conditions are suitable for the proposed work as determined by ~~an~~ a professional engineer or resource agency;

C. clearing is the minimum necessary and designed to blend with the natural terrain and minimize visual impacts to public river corridor views;

D. any native plant communities removed are replaced with vegetation that provides equivalent biological and ecological functions. If replaced, priorities for restoration are stabilization of erodible soils, restoration or enhancement of shoreline vegetation, and revegetation of bluffs or steep slopes visible from the river;

E. all other vegetation removed is restored with natural vegetation to the greatest extent practicable. Priorities for replacement are the same as under item D;

F. any disturbance of highly erodible soils is replanted with deep-rooted vegetation with a high stem density;

G. vegetation removal activities are conducted so as to expose the smallest practical area of soil to erosion for the least possible time; and

H. other conditions as determined necessary by the local government to achieve the purpose of this part are met.

Subp. 6. **Vegetation restoration plan requirements.**

A. Reestablishment of natural vegetation is required:

(1) as a condition of permits under subpart 5, items D and E;

(2) upon failure to comply with this part; or

(3) as part of the planning process for subdivisions under part 6106.0170.

B. The vegetation restoration plan must:

(1) include vegetation that provides suitable habitat and effective soil stability, runoff retention, and infiltration capability. Vegetation species, composition, density, and diversity must be guided by nearby patches of native plant communities;

(2) be prepared by a qualified individual as defined by the local government; and

(3) include a maintenance plan that includes management provisions for controlling invasive species and replacement of plant loss for three years.

C. The local government must issue a certificate of compliance after determining that the restoration requirements of item B have been satisfied.

D. Vegetation management and restoration activities must be guided by Native Vegetation Establishment and Enhancement Guidelines, incorporated by reference under part 6106.0090.

6106.0160 LAND ALTERATION AND STORM WATER MANAGEMENT STANDARDS.

Subpart 1. **Purpose.** The purpose of this part is to establish standards that:

A. protect water quality from pollutant loadings of sediment, nutrients, bacteria, and other contaminants; and

B. maintain stability of bluffs, shorelines, and other areas prone to erosion.

Subp. 2. **Definitions.** For the purpose of this part:

A. "fully reconstructs" means the reconstruction of an existing impervious surface that involves site grading and subsurface excavation so that soil is exposed. Mill and overlay and other resurfacing activities are not considered fully reconstructed;

B. "storm water management facilities" means facilities for the collection, conveyance, treatment, or disposal of storm water; and

C. "water quality impact zone" means land within the shore impact zone or within 50 feet of the boundary of a public water, wetland, or natural drainage way, whichever is greater.

Subp. 3. **Land alteration.**

A. Within the bluff impact zone, land alteration is prohibited, except for the following which are allowed by local government permit:

(1) erosion control consistent with subpart 6 and a plan approved by the local government or resource agency;

(2) the minimum necessary for development that is allowed as an exception under part 6106.0180; and

(3) repair and maintenance of existing buildings and facilities.

B. Within the water quality impact zone, land alteration that involves a volume of more than ten cubic yards of material or affects an area greater than 1,000 square feet requires a permit from the local government, meeting the standards in subparts 5 and 6.

Subp. 4. **Rock riprap, retaining walls, and other erosion control structures.**

A. Construction, repair, or replacement of rock riprap, retaining walls, and other erosion control structures located at or below the ordinary high water level must comply with parts 6115.0215, subpart 4, item E, and 6115.0216, subpart 2. The work must not proceed unless approved by the commissioner as meeting all requirements for work in public waters.

B. Construction or replacement of rock riprap, retaining walls, and other erosion control structures within the bluff impact zone and the water quality impact zone are allowed by local government permit provided that:

(1) if the project includes work at or below the ordinary high water level, the local permit is not approved until the commissioner has approved or permitted the project according to item A;

(2) the structures are used only to correct an established erosion problem as determined by the local government or resource agency;

(3) the size and extent of the structures are the minimum necessary to correct the erosion problem and are not larger than the following, except as specified under subitem (4):

(a) retaining walls must not exceed five feet in height and must be placed a minimum horizontal distance of ten feet apart; and

(b) riprap must not exceed the height of the regulatory flood protection elevation; and

(4) structures may exceed the height limits in subitem (3) only if a professional engineer determines that a larger structure is needed to correct erosion problems.

C. Repair of existing rock riprap retaining walls and other erosion control structures above the ordinary high water level does not require a local government permit, provided it does not involve any land alteration.

~~C.~~ D. Nothing in this subpart shall be construed to waive any other permit requirements that are required by law.

Subp. 5. **Permit process.** Local governments must regulate activities identified in subparts 3 and 4 through a permit process consistent with subpart 6 and part 6106.0150, subpart 4.

Subp. 6. **Permit conditions.** In reviewing and approving land alteration permit applications, the local government must ensure that:

A. temporary and permanent erosion and sediment control measures retain sediment onsite consistent with best management practices in the Minnesota Stormwater Manual, incorporated by reference under part 6106.0090;

B. natural site topography, soil, and vegetation conditions are used to control runoff and reduce erosion and sedimentation;

C. construction activity is phased when possible;

D. all erosion and sediment controls are installed before starting any land disturbance activity;

E. erosion and sediment controls are maintained to ensure effective operation;

F. the proposed work is consistent with the vegetation standards in part 6106.0150; and

G. best management practices for protecting and enhancing ecological and water resources identified in Best Practices for Meeting DNR General Public Waters Work Permit GP 2004-001, incorporated by reference under part 6106.0090, are implemented where applicable, regardless of project type.

Subp. 7. **Storm water management.**

A. In the bluff impact zone, storm water management facilities are prohibited, except by local government permit if:

(1) there are no alternatives for storm water treatment outside the bluff impact zone on the site in question;

(2) the site generating runoff is designed so that the amount of runoff reaching the bluff impact zone is reduced to the greatest extent practicable;

(3) the construction and operation of the facility does not affect slope stability on the subject property or adjacent properties; and

(4) mitigation based on the best available engineering and geological practices is required and applied to eliminate or minimize the risk of slope failure.

B. In the water quality impact zone, development that creates new impervious surface, as allowed by exemption in part 6106.0180, or fully reconstructs existing impervious surface of more than 10,000 square feet requires a postconstruction storm water management permit from the local government consistent with the following:

(1) if a local government is covered by a municipal separate storm sewer system (MS4) general or individual permit from the Minnesota Pollution Control Agency, then the treatment requirements of the MS4 permit for postconstruction storm water management for new development and redevelopment projects apply;

(2) if a local government is not covered by an MS4 permit, then runoff from the new or fully reconstructed impervious surface must comply with the treatment requirements in the current national pollution discharge and elimination system program permit for construction storm water;

(3) local governments may adopt other treatment requirements approved by the Minnesota Pollution Control Agency instead of those specified in subitems (1) and (2); and

(4) multipurpose trails and sidewalks are exempt from subitems (1) and (2) if there is down gradient vegetation or a filter strip that is at least five feet wide.

C. In all other areas of the Mississippi River Critical Corridor Area, storm water runoff must be directed away from the bluff impact zone or unstable areas.

Subp. 8. **Development on steep slopes.** A local government may allow structures, impervious surfaces, land alteration, vegetation removal, or construction activities on steep slopes if:

A. the applicant can demonstrate that the development can be accomplished without increasing erosion or storm water runoff;

B. the soil types and geology are suitable for the proposed development; and

C. vegetation is managed according to the requirements of this part.

Subp. 9. **Compliance with other plans and programs.** All development must:

A. be consistent with Minnesota Statutes, chapter 103B, and local water management plans completed under chapter 8410;

B. meet or exceed the wetland protection standards under chapter 8420; and

C. meet or exceed the floodplain management standards under chapter 6120.

6106.0170 SUBDIVISION AND LAND DEVELOPMENT STANDARDS.

Subpart 1. **Purpose.** The purposes of this part are to:

A. protect and enhance the natural and scenic values of the Mississippi River Critical Corridor Area during development or redevelopment of the remaining large sites within the corridor;

B. establish standards for protecting and restoring biological and ecological functions of primary conservation areas on large sites; and

C. encourage restoration of natural vegetation during development or redevelopment of large sites, where restoration opportunities have been identified in local plans.

Subp. 2. **Applicability.**

A. Except as provided in item B, this part applies to the following developments involving ten or more acres for parcels that abut the Mississippi River and 20 or more acres for all other parcels within the river corridor boundary, including smaller individual sites within the following developments that are part of a common plan of development but may be constructed at different times:

(1) subdivisions;

(2) planned unit developments; and

(3) master-planned development and redevelopment of land.

B. The following activities are exempt from this part:

(1) minor subdivisions consisting of three or fewer lots;

(2) minor boundary line corrections;

(3) resolutions of encroachments;

(4) additions to existing lots of record;

(5) placement of essential services; and

(6) activities involving river-dependent commercial and industrial uses.

Subp. 3. **Project information.** Local governments must require detailed project information and provide for preproject review of all proposed subdivisions, redevelopments, and planned unit developments as provided under part 6106.0080, subpart 6.

Subp. 4. **Design standards.**

A. Local government ordinances must contain provisions, including incentives, for alternative design methods such as conservation design, transfer of development

density, or other zoning and site design techniques that achieve better protection or restoration of primary conservation areas.

B. Primary conservation areas, where they exist, must be set aside for protection as open areas as provided under item H. However, where primary conservation areas exceed the thresholds in subitems (1) to (4) as a percentage of a parcel, then only the percentage in subitems (1) to (4) must be set aside:

(1) CA-ROS: 50 percent;

(2) CA-RN: 20 percent;

(3) CA-RTC, CA-UM, CA-UC: ten percent; and

(4) CA-SR: ten percent, if the parcel includes native plant communities or provides feasible connections to a regional park or trail system, otherwise no requirement.

C. If the primary conservation areas exceed the maximum percentage established in item B, then the local government may determine which primary conservation areas are to be protected, with priority given to the protection of native plant communities and natural vegetation in riparian areas.

D. If primary conservation areas exist but do not have natural vegetation, then a vegetation assessment must be completed for the areas to be protected to determine whether vegetation restoration is needed. If restoration is needed, vegetation must be restored according to part 6106.0150, subpart 6.

E. If primary conservation areas do not exist on the parcel in question, the local government must determine whether any portions of the site have been identified as potential restoration areas in local plans, according to part 6106.0070, subpart 4. When such areas have been identified, vegetation must be restored consistent with a restoration plan according to part 6106.0150, subpart 6, and the restored area must be set aside as specified in item B.

F. Storm water treatment areas or other green infrastructure may be used to meet the requirements of this subpart if the vegetation provides biological and ecological functions.

G. Any land dedicated for public access or public facilities according to subpart 5 may be counted toward the set-aside requirements of this subpart at the discretion of the local government.

H. Areas that have been set aside under item B must be protected through:

(1) public acquisition by a government entity for conservation purposes;

(2) a permanent conservation easement, as provided in Minnesota Statutes, chapter 84C;

(3) a deed restriction; or

(4) other arrangements that achieve an equivalent degree of protection as determined by the local government.

I. Permanent protection methods under item H must ensure, within the areas set aside, the long-term management of vegetation to meet its biological and ecological functions, prohibit structures, and prohibit land alteration, except as needed to provide public recreational facilities and access to the river.

J. Protected open areas must connect ~~neighboring or abutting~~ open space, natural areas, and recreational areas, where present on adjacent parcels, as much as possible to form an interconnected network.

Subp. 5. **Land dedication.** Local governments that require dedication of land or equivalent amounts of cash for parks and open space under Minnesota Statutes, section 394.25, subdivision 7, or 462.358, subdivision 2b, must encourage dedication of lands suitable for riverfront access, parks, open space, storm water management, or other public facilities within the Mississippi River Corridor Critical Area.

6106.0180 EXEMPTIONS FROM SETBACKS, HEIGHT LIMITS, AND OTHER REQUIREMENTS.

Uses and activities not specifically exempted under this part must comply with this chapter. All exemptions in the shore impact zone (SIZ) and bluff impact zone (BIZ) are also subject to the vegetation management standards in part 6106.0150 and the land alteration and storm water management standards in part 6106.0160. In the table, "E" means the use is exempt; "(E)" means that the use is allowed only if no alternatives exist, and "N" means that the use is not exempt and must meet the standards in this chapter.

	Set-backs	**Height limits**	**SIZ**	**BIZ**	**Standard (the use must comply with standard or referenced parts)**
Industrial and utility structures requiring greater height for operational reasons (such as elevators, refineries, and railroad signaling towers)	N	E	N	N	Structure design and placement must minimize interference with public river corridor views
Barns, silos, and farm structures	N	E	N	N	
Bridges and bridge approach roadways	E	E	E	(E)	Part 6106.0130
Wireless communication facilities (towers)	E	E	N	N	Part 6106.0110, subpart 7
Chimneys, church spires, flag poles, public monuments, and mechanical service stacks and similar mechanical equipment	N	E	N	N	
Historic properties and contributing properties in historic districts	E	E	E	E	Exemptions do not apply to additions or site alterations to historic buildings or structures

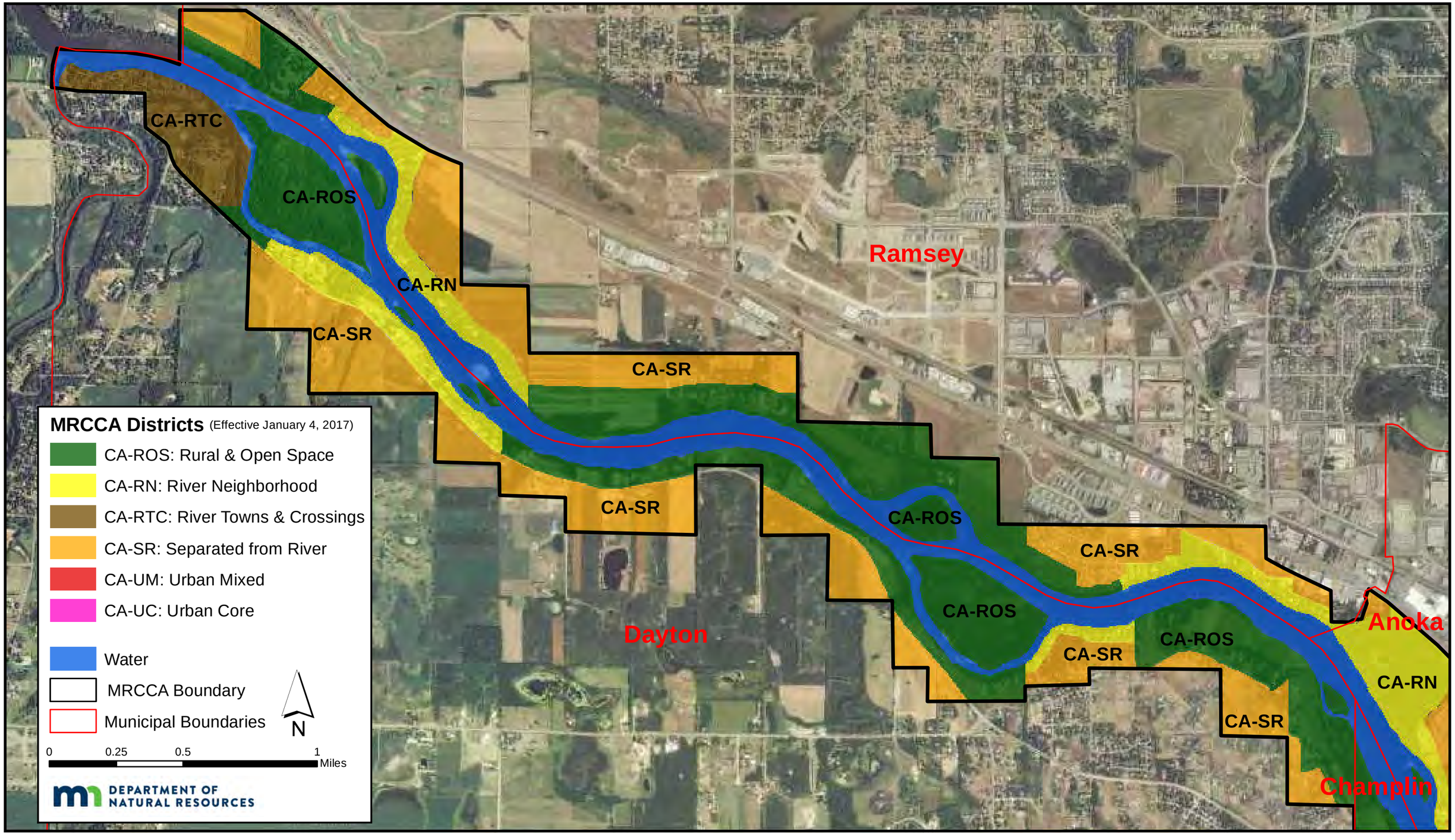
Buildings and structures on the face of or abutting the bluff in the CA-UC district of St. Paul, between Chestnut Street and Highway 52	E	n/a	n/a	E	Height in the CA-UC district is governed by underlying zoning
Public utilities					
Electrical power facilities	E	E	E	(E)	Part 6106.0130
Essential services (other than storm water facilities)	E	E	E	(E)	Part 6106.0130
Storm water facilities	E	N	E	(E)	Part 6106.0160
Wastewater treatment	E	N	E	N	Part 6106.0130
Public transportation facilities	E	N	(E)	(E)	Part 6106.0130
Public recreational facilities					
Accessory structures, such as monuments, flagpoles, light standards, and similar park features	E	E	(E)	(E)	Part 6106.0130; within BIZ, only on slopes averaging less than 30 percent. Exemptions do not apply to principal buildings
Picnic shelters and other open-sided structures	E	N	(E)	N	Part 6106.0130
Parking areas	(E)	N	(E)	(E)	Part 6106.0130; within BIZ, only within 20 feet of toe of bluff; not on face of bluff; and must not affect stability of bluff
Roads and driveways	(E)	N	(E)	(E)	Part 6106.0130
Natural-surfaced trails, access paths, and viewing areas	E	N	E	E	Part 6106.0130

	Hard-surfaced trails and viewing platforms	E	N	E	(E)	Part 6106.0130; within BIZ, only on slopes averaging less than 30 percent
	Water access ramps	E	N	E	(E)	Part 6106.0130
	Public signs and kiosks for interpretive or directional purposes	E	N	E	(E)	Part 6106.0130
	River-dependent uses					
	Shoreline facilities	E	N*	E	(E)	Part 6106.0110, subpart 6. Exemptions do not apply to buildings, structures, and parking areas that are not part of a shoreline facility
	Private roads and conveyance structures serving river-dependent uses	E	N*	E	(E)	Part 6106.0110, subpart 6
	Private residential and commercial water access and use facilities					
	Private roads serving 3 or more lots	(E)	N	N	(E)	Part 6106.0140; in BIZ, only on slopes averaging less than 30 percent. Exemption does not apply to private roads serving fewer than 3 lots or to private driveways and parking areas
	Access paths	E	N	E	E	Part 6106.0140
	Water access ramps	E	N	E	N	Part 6106.0140
	Stairways, lifts, and landings	E	N	E	E	Part 6106.0140
	Water-oriented accessory structures	E	N	E	N	Part 6106.0140

Patios and decks	E	N	N	N	Part 6106.0140, subpart 6
Directional signs for watercraft (private)	E	N	E	N	Part 6106.0140; exemption does not apply to off-premise advertising signs
Temporary storage of docks, boats, and other equipment during the winter months	E	N	E	N	
Erosion control structures, such as rock riprap and retaining walls	E	N	E	(E)	Part 6106.0160, subpart 4
Flood control structures	E	N	E	(E)	Part 6106.0160

* River-dependent commercial, industrial, and utility structures are exempt from height limits only if greater height is required for operational reasons.

Mississippi River Corridor Critical Area (MRCCA) District Map - Dayton to Anoka
Minnesota Rules, part 6106.0100



STATE OF MINNESOTA

DEPARTMENT OF NATURAL RESOURCES

DIVISION OF ECOLOGICAL AND WATER RESOURCES

IN THE MATTER OF PROPOSED RULES

RELATING TO THE

MISSISSIPPI RIVER CORRIDOR CRITICAL AREA (MRCCA)

STATEMENT OF NEED AND REASONABLENESS (SONAR)

December 1, 2015

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Introduction

Overview

This document explains the need and reasonableness of proposed rules governing the Mississippi River Corridor Critical Area (MRCCA), and summarizes the evidence and arguments that the Minnesota Department of Natural Resources (DNR) is relying upon to justify the proposed rules. It has been prepared to satisfy the requirements of Minn. Stat. § 14.131 (2015) and Minn. R. 1400.2070 (2015).

The purpose of the proposed rules is to establish districts and minimum standards and criteria to guide land use and development within the MRCCA, consistent with the purpose of Minn. Stat. § 116G.15 (2015). Upon adoption, the proposed rules will replace Executive Order 79-19, which has guided land use and development within the MRCCA for the past 35 years.

The proposed rules cover a variety of topics including:

- the administration of the MRCCA program

- the establishment of districts within the MRCCA, taking into account:
    - the appropriate number of districts within the MRCCA in each local government unit
    - existing local plans and policies
    - existing local ordinances and conditions
    - key identified resources and features to be protected or enhanced within the MRCCA

- the establishment of minimum development guidelines and standards, taking into account:
    - the intent of each district
    - existing local plans and policies
    - existing local ordinances and conditions
    - key identified resources and features to be protected or enhanced
    - select uses
    - structure height and setbacks
    - private and public infrastructure
    - protection of bluffs and very steep slopes
    - vegetation management
    - land alteration and stormwater management
    - lot size, subdivision, and design standards

Many of these topics are currently covered by Executive Order 79-19 and are included in existing local MRCCA plans and ordinances.

The DNR has made extensive efforts to obtain input and information to develop the districts, standards, and criteria in the proposed rules. Since 2009, the DNR has met numerous times with local governments in the MRCCA (both individually and in groups), convened geographically-based multi-interest work groups, held numerous public informational meetings, published two Requests for Comments with

extended comment periods beyond the minimum required, and met with other federal and state agencies and interest groups to gain feedback on early drafts of these rules. The DNR also engaged local governments and other agencies in conducting analysis necessary to develop the rules; for example, the DNR worked with the City of St. Paul and National Park Service to develop and test a bluff mapping tool to inform the definition of bluffs, as discussed later under "Bluff Protection Standards."

History of the MRCCA Designation and Rulemaking Efforts

The MRCCA encompasses many of the Twin Cities metropolitan area's most significant natural and cultural resources, including: water, navigational capabilities, scenic views, geology and soils, vegetation, minerals, flora and fauna, cultural and historic resources and land and water-based recreational resources. The MRCCA is home to a full range of residential neighborhoods, as well as river-related commerce, industry, and transportation. Though the river corridor has been extensively developed, many intact and remnant natural areas remain, including geomorphological features such as bluffs, islands, floodplains, wetlands, riparian zones, and native aquatic and terrestrial flora and fauna.[1]

To manage and protect these vital resources, Governor Wendell Anderson designated the MRCCA in 1976 by Executive Order 130, attached hereto as Exhibit A, under authority of the Critical Areas Act of 1973.[2] The designation was renewed by Governor Albert Quie in 1979 by Executive Order 79-19, and made permanent that same year by resolution of the Metropolitan Council.

The MRCCA covers a 72-mile stretch of the Mississippi River through the Twin Cities Metropolitan Area, extending from the townships of Dayton and Ramsey in Hennepin and Anoka counties to the north and extending downstream to Ravenna Township, just south of Hastings in Dakota County (Figure 1). The legal boundary of the MRCCA is established in Executive Order 79-19, attached hereto as Exhibit B. A copy is also on file at the Legislative Reference Library. The MRCCA varies in width and includes 54,000 acres of water and public and private lands. A total of 30 communities have land within the MRCCA, including 21 cities, five counties, and four townships.

Land use in the MRCCA is currently regulated by local governments through local MRCCA plans and ordinances as directed by Executive Order 79-19. Executive Order 79-19 established four land use districts within the MRCCA and set standards and guidelines to be used by local

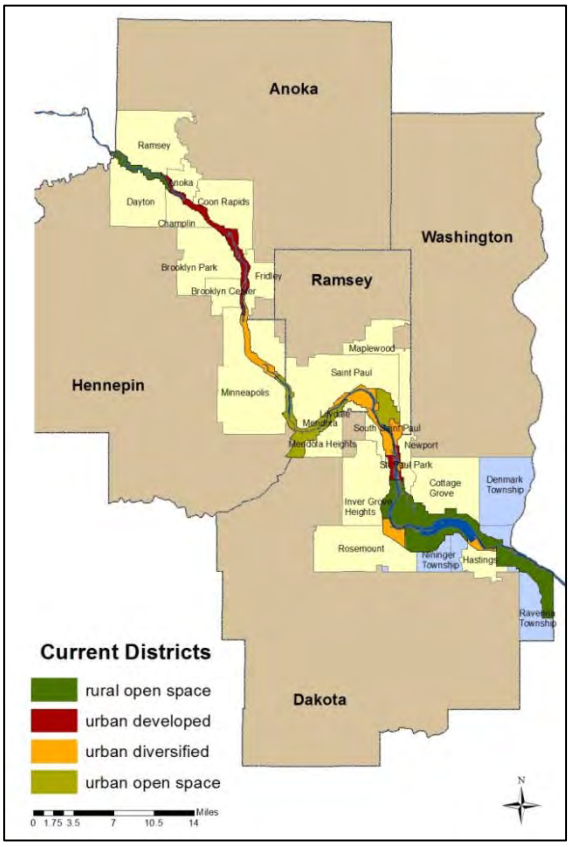


Figure 1. MRCCA boundary and current districts.

[1] Lafrancois, B. M., D. L. Vana-Miller, and S. P. Johnson. 2007; Anfinson, J. 2003a, 2003b.

[2] 1973, ch.752, 1973 Minn. Laws 2258-2265 (codified at §§ 116.01 – 116G.14).

governments when preparing plans and regulations to guide development within those districts. By the early 1980s, all local governments within the MRCCA had adopted MRCCA plans, and all but a few had adopted MRCCA ordinances. Cities and townships without adopted MRCCA ordinances are subject to the Interim Development Regulations contained in Executive Order 79-19.

In 1988, Congress established the Mississippi National River and Recreation Area (MNRRA), a unit of the National Park System. MNRRA shares the same boundaries as the MRCCA. In establishing MNRRA Congress found that *"the Mississippi River Corridor within the Saint Paul-Minneapolis Metropolitan Area represents a nationally significant historical, recreational, scenic, cultural, natural, economic, and scientific resource"* and that there was a national interest in the *"preservation, protection and enhancement of those resources for the benefit of the people of the United States."* (16 U.S.C. §460 zz (a) (emphasis added)). The National Park Service, in its 1995 Comprehensive Management Plan for the MNRRA, determined it would not acquire significant land holdings or establish land use regulations for the MNRRA but would instead rely on state and local administration of Executive Order 79-19 to protect the resources.

In 1991, the Minnesota Legislature reaffirmed its commitment to a permanent MRCCA designation by recognizing the MNRRA as a state-designated critical area. Minn. Stat. § 116G.06 (1985) 1991, ch. 303, § 8, 1991 Minn. Laws (page 63) codified at Minn. Stat. § 116G.15 (1991).

In 1995, Governor Arne Carlson issued Reorganization Order 170 transferring administrative responsibility for the MRCCA from the Environmental Quality Board (EQB) to the DNR. This order transfers rulemaking authority for the management of the MRCCA to the DNR, and provides that all rules adopted by EQB remain in effect until they are amended or repealed by the DNR.

More recently, citizens and interest groups have raised concerns around the adequacy of the MRCCA program regulatory framework, perceptions of inconsistent regulation of development in the MRCCA, and the belief that key resources within the MRCCA are not always protected.

Report to Legislature, 2008

Based on the concerns noted above, in 2007 the Legislature directed the DNR to prepare a report on the status of the MRCCA. The report summarized the status of local governments' MRCCA plans and ordinances and their experiences with the program, and identified several approaches to accomplish the preservation and protection goals for the MRCCA as set forth by the Legislature in Minn. Stat. § 116G.15 (1995). The DNR delivered the report to the Legislature in 2008.

Rulemaking Project, 2009-2011

In 2009, the Legislature amended Minn. Stat. § 116G.15 and directed the DNR to establish rules for the MRCCA. 2009, ch. 172, art. 2, §27, subd. 4, 2009 Minn. Laws (pages 2484 - 2485). The DNR launched the rulemaking process by creating a project website and notifying local government within the MRCCA by letter of the rulemaking and requesting their assistance with outreach. In December 2009, the DNR published a Request for Comments on the scope of the proposed MRCCA rules. The DNR accepted public comments through March 22, 2010.

During the comment period, DNR staff met with local governments and other stakeholders within the MRCCA to learn how MRCCA plans and ordinances had been administered and to identify local stakeholders to participate in work groups.

In February 2010, the DNR formed four geographically-focused work groups consisting of stakeholders representing the diverse interests in the MRCCA, including:

- local governments
- builders and developers
- property owners
- economic development authorities
- commercial and industrial businesses
- recreational and environmental protection interests
- other local, regional, and national interests

Each committee met four times and was tasked with identifying issues and ideas, providing expert input, and providing feedback on draft districts and standards. In late 2010, the DNR held two public open houses to receive input on preliminary draft districts and standards.

Based on the input throughout the entire public involvement process, the DNR completed draft rules in 2011. However, the rulemaking process was put on hold that same year before a notice of intent to adopt rules was issued. The DNR was unable to publish a notice of intent to adopt rules or notice of hearing within 18 months of the date of the legislative directive authorizing DNR to adopt the MRCCA rules, and its authority to complete the rulemaking lapsed. Minn. Stat. § 14.125 (2015).

Rulemaking Project, 2013 – Present

In 2013, the Legislature again revised Minn. Stat. § 116G.15 and directed the DNR to resume rulemaking, with the following key changes to the rulemaking process:

- required DNR to consult with local governments before adopting rules;
- added "redevelopment" of a variety of urban and recreational uses to the existing list of multiple resources for which the corridor is to be managed;
- modified the considerations for creating new districts by removing the consideration of those river features in existence in 1979 and the intent of the districts in Executive Order 79-19 and adding consideration of both the natural character and the existing development of the river corridor, as well as the potential for new commercial, industrial, and residential development;
- added commercial, industrial, and residential resources to the existing list of resources that must be protected or enhanced through guidelines and standards;
- eliminated the 2009 requirement to establish regulatory bluff maps, while continuing to insure that bluff protection remains a priority; and
- required the DNR to submit a status report to the Legislature by January 2014.

The Legislature also waived the 18 month time constraint imposed by Minn. Stat § 14.125 to publish a notice of intent to adopt rules or a notice of hearing within 18 months after the effective date of the law authorizing the new rulemaking effort.

The DNR launched this new rulemaking effort in 2013 shortly after the close of the legislative session. The DNR again met with local governments (individually and in groups), other agencies, and interest groups to discuss the draft rules created in 2011 and to obtain input on the new draft rules. A status report on the rulemaking process was provided to the Legislature in January 2014.

After consultation with local government, other agencies, and interest groups, the DNR extensively revised the 2011 draft rules, creating "working draft rules." In June 2014, the DNR published a second Request for Comments, asking for input on these working draft rules. During this comment period the DNR held three public information meetings and met with numerous local governments and interest groups to receive input on the working draft rules. The informal comment period closed in September 2014. Based on input received during this period, the DNR made additional revisions to the working draft rules and produced a final draft of the proposed MRCCA rules.

Summary of MRCCA Designation & Rulemaking

1973 Minnesota passes Critical Areas Act of 1973. Minn. Stat. §§ 116G.01 – 116G.14 (1973) EQB adopts rules to implement Act. Minn. R. 4410.8100 – 4410.9910.

1976 Governor Wendell Anderson designates 72-mile stretch of the Mississippi River through the metro area and its adjacent corridor a Critical Area. Executive Order 130. (Exhibit A)

1979 Governor Albert Quie continues the designation. Executive Order 79-19. (Exhibit B)

Metropolitan Council acts to make designation permanent. Metropolitan Council Resolution 79-48. (Exhibit C)

1988 Congress establishes the Mississippi National River and Recreational Area (MNRRA) as unit of NPS (MNRRA shares same boundary as MRCCA). 16 U.S.C. §460 zz (a).

1991 MNRRA designated a state critical area per Critical Areas Act. Minn. Stat. § 116G.15 (1991).

1995 Governor Arne Carlson shifts administrative responsibility for the MRCCA from EQB to DNR. Reorganization Order 170. (Exhibit D)

2007 Legislature directs DNR to prepare report on the MRCCA. DNR Report to Legislature, January 2008. (Exhibit E)

2009 Legislature amends MN Statutes, § 116G.15 and directs DNR to conduct rulemaking for the MRCCA. 2009, ch. 172, art. 2, §27, subd. 4, 2009 Minn. Laws (pages 2484 – 2485) codified at Minn. Stat. § 116G.15 (2009).

2011 DNR develops draft rule after participatory stakeholder process, but rulemaking authority lapses pursuant to Minn. Stat. § 14.125.

2013 Legislature directs DNR to resume rulemaking process in consultation with local governments. 2013, ch. 137, art. 2, § 18-21, 2013 Minn. Laws (pages 2327-2329), codified at Minn. Stat. § 116G. 15 (2015).

2014 DNR prepares report to Legislature on goals and status of rulemaking. DNR Report to Legislature, January 2014. (Exhibit F)

Need for the Proposed Rules

The MRCCA program has been administered under Executive Order 79-19 for over 35 years. The executive order brings with it a variety of issues that this rulemaking effort seeks to resolve:

- **Executive Order 79-19 cannot be readily changed or updated.** There is no mechanism for revising an executive order, short of issuing a new executive order. Executive orders are not a desirable method for regulating or managing state programs that affect local land use. State rulemaking offers a more transparent process for developing a state program that affects local land use because it includes opportunities for public participation and provides an appropriate foundation for local land use regulation.

- **Executive Order 79-19 provides insufficient guidance to local governmental units for developing local plans and ordinances, and to the DNR for reviewing and approving them.** The Standards and Guidelines in Executive Order 79-19 are written as "performance standards" that describe a goal or desired end state. Performance standards lack specificity and, therefore, provide insufficient guidance for local plans and ordinances. This has led to the application of a broad range of standards and approaches across the MRCCA, as well as uncertainty in the approval process over time. This rulemaking effort has provided an open and transparent process for developing more specific and consistent standards across the MRCCA, and more specific and consistent criteria for the review and approval of local plans and ordinances.

- **Executive Order 79-19 limits redevelopment and reinvestment**. Executive Order 79-19 categorizes all land in the corridor into four districts based on general land use characteristics. Land use regulations specific to each district are the primary means for achieving protection goals within the MRCCA. These districts were defined based on land uses in 1976 and are legally described in the State Register. Because executive orders are not regularly updated, the districts and associated land use restrictions put in place in 1976 still govern development activity today.

  These 1976 land use districts have limited the ability of communities to redevelop and encourage reinvestment. For example, the City of Champlin plans to redevelop the area at the Highway 169 bridge crossing as a walkable mixed-use development with both housing and new commercial buildings. Some of these buildings will be up to five stories in height and have reduced river setbacks. This plan deviates considerably from the 35' height limit that currently applies to the Urban Developed District, and from the current management purpose of the district as set forth in the Executive Order, which is "to maintain the largely residential character, and to limit expansion of commercial use" within the land use district.

  It is difficult for local governments and the DNR to equitably evaluate development proposals like the Champlin proposal, which conflicts with the outdated management purposes and associated standards developed in 1976. This leaves local governments uncertain about what they can or cannot do within the MRCCA, and limits their ability to achieve more sustainable development patterns and a stronger tax base.

- **The MRCCA is costly and complex to administer.** Unlike the state's other shoreland protection programs (Shoreland, Wild and Scenic River, and Lower St. Croix River), which are governed by Minn. Stat. Ch. 103F, the MRCCA program requires local governments to adopt a plan in addition to a zoning ordinance, and it requires the administration and oversight of two state agencies – the DNR and Metropolitan Council. The exact contents and submittal requirements for plans and ordinances are not clearly laid out, which has led to confusion by local governments. Furthermore, the Metropolitan Council has an established process and timeline for updating comprehensive land use plans, but it is unclear how local MRCCA plans relate to comprehensive land use plans or whether comprehensive land use plans need to be updated regularly to reflect identified land use changes within the MRCCA.
- **Poor resource protection due to vague and outdated language.** Many natural resources are not adequately protected by Executive Order 79-19 because the Standards and Guidelines are too vague to implement effectively. Examples of words or phrases that are not defined, too vague to interpret and implement, or outdated include the following italicized phrases:
    - Provision C. 2.a (1). "New development and expansion shall be permitted only after the approval of site plans which *adequately assess and minimize adverse effects and maximize beneficial effect*" (emphasis added).
    - Provision C.2.e (2). This standard dealing with existing development requires that "local plans and regulations shall include provisions to *amortize non-conforming use*" (emphasis added). Amortization of most nonconforming uses was prohibited by statute in 1999. See Minn. Stat. §§ 462.357, subd. 1c and 394.21, subd. 1a.
    - Provision C. 2.e (4). "Local plans and ordinances shall include provisions to provide for the screening of existing development which constitutes *visual intrusion*, wherever appropriate" (emphasis added).
    - Provision C.6.f. "In the development of residential, commercial, and industrial subdivisions, and planned development, a developer shall be required to dedicate to the public *reasonable portions of appropriate riverfront access land or other lands in interest therein*" (emphasis added).
- **No resource protection priority.** Neither Minn. Stat. § 116G.15 nor Executive Order 79-19 prioritizes resources for protection. Both call for the equal protection of a list of natural, cultural, historical, scenic, recreational, and economic resources in the corridor. Priorities are important for guiding rulemaking that achieves meaningful resource protection, and to help resolve conflicts in ongoing program administration.

Alternative Format

Upon request, this SONAR can be made available in an alternative format, such as large print, braille, or audio. To make such a request, contact Jennifer Shillcox at the Department of Natural Resources, 500 Lafayette Road, St. Paul, MN 55155-4025, phone 651-259-5727 and fax 651-296-0445, or mrcca.rulemaking@state.mn.us. TTY users may call the Department of Natural Resources at 651-296-5484 or 1-800-657-3929.

Statutory Authority

The statutory authority for all critical areas for the state of Minnesota is set out in Minn. Stat. Ch. 116G. Minn. Stat. §§ 116G.01 – 116G.14 comprise the "Critical Areas Act of 1973." These sections establish the general procedures for designating and administering Critical Areas. Section 116G.15 was added to Ch. 116G in 1991 to designate the MNRRA as a Minnesota State Critical Area. 1991, Ch. 303, §8, Minn. Laws (page 210) codified at Minn. Stat. § 116G.15, and *supra* at page 2 (for a discussion of the history of the MRCCA).

Section 116G.15 sets out the parameters of the MRCCA program, including the scope and purpose of the MRCCA and the obligation of the commissioner to work cooperatively with the U.S. Army Corps of Engineers, the National Park Service, the Metropolitan Council, local governments and other agencies to assure that the MRCCA is managed as a multipurpose resource. Minn. Stat. § 116G.15, subd.3 (2015). The statute further provides for the establishment of districts within the MRCCA to protect natural, recreational and interpretive improvements; to protect the resources identified in the MNRRA Comprehensive Management Plan; to protect the use of the Mississippi River as a source of drinking water; to assure management of the river corridor consistent with its natural characteristics, its existing development and its consideration for new development; and to protect identified scenic, geologic, and ecological resources. Minn. Stat. § 116G.15, subd. 3 (2015). The statute directs the commissioner to adopt standards and guidelines for the management of each district that enhance and protect key enumerated statutorily identified resources and features. Minn. Stat. § 116G.15, subd. 4 (2015).

Section 116G.15, subd. 7 authorizes the DNR to adopt rules for the MRCCA and to commence the rulemaking process on or before January 15, 2010.[3] Minn. Stat. § 116G.15, subd. 7 (2015). Specifically, the statute provides that:

- The DNR, after consultation with affected local governments within the MRCCA, may adopt rules under chapter 14 as necessary for the administration of the MRCCA program, any duties of the EQB referenced in the chapter, rules, and Executive Order 79-19 within the MRCCA are transferred to the commissioner. Minn. Stat. § 116G.15, subd.2;
- The DNR shall establish, by rule, districts within the MRCCA. Minn. Stat. § 116G.15, subd. 3; and
- The DNR shall establish, by rule, minimum guidelines and standards for the districts to protect key resources and features, including commercial, industrial, and residential resources within the MRCCA. Minn. Stat. § 116.15, subd. 4.

[3] This rule making requirement is specifically exempted from the requirements of Minn. Stat. § 14.125 (2015).

Regulatory Analysis

Minn. Stat., § 14.131, sets out nine factors for a regulatory analysis that must be included in the SONAR. These factors are addressed as follows:

1. **A description of the classes of persons who probably will be affected by the proposed rule, including classes that will bear the costs of the proposed rule and classes that will benefit from the proposed rule.**

   The rules will likely affect the following persons and organizations within the MRCCA: private and public property owners, developers, businesses, real estate interests, recreational users, environmental interests, navigation interests on the Mississippi River, utility providers, all local governmental units (cities, towns, and counties), and agencies and institutions with facilities or property interests (such as the Metropolitan Council, Minnesota Department of Natural Resources, Minnesota Department of Transportation, Metropolitan Airports Commission, University of Minnesota, Saint Paul Port Authority, Minnesota Historical Society, and federal agencies such as the National Park Service and U.S. Army Corps of Engineers).

   The proposed rules will directly affect all local governments having jurisdiction over or owning and managing land within the MRCCA including:

   - the counties of Anoka, Dakota, Hennepin, Ramsey, and Washington
   - the townships of Grey Cloud, Denmark, Nininger, and Ravenna
   - the cities of Dayton, Ramsey, Anoka, Champlin, Coon Rapids, Brooklyn Park, Brooklyn Center, Fridley, Minneapolis, St. Paul, Lilydale, Mendota, Mendota Heights, Maplewood, South St. Paul, Newport, St. Paul Park, Inver Grove Heights, Rosemount, Cottage Grove, and Hastings

   Specifically, local governments within the MRCCA must update their local plans and ordinances to incorporate the new districts and standards in these rules. Local governments must establish a permit program for vegetation management and land alterations in specific environmentally sensitive areas. Local governments will bear these initial costs, particularly if they need to make substantial changes to their existing plans and ordinances. Local governments may benefit in the long run, however, from the establishment of districts that are more consistent with community character and planned future development, and the flexibility to meet multiple community objectives. The proposed rules will support local governments already working to address Mississippi River conservation issues and provide improved guidance to those local governments not yet addressing these issues.

   The proposed rules establish standards to guide new development and redevelopment in the corridor, which may change how property is developed. Thus, all persons who own, manage, or develop lands within the MRCCA could experience potential costs and benefits associated with the proposed rules.

These persons, as well as members of the public, will benefit because the MRCCA rules will require management of the MRCCA as a multi-purpose resource, providing for:

- conservation of the scenic, environmental, recreational, mineral, economic, cultural, and historic resources and functions of the river corridor;
- maintenance of the river channel for transportation by providing and maintaining barging and fleeting areas in appropriate locations consistent with the character of the Mississippi River and riverfront;
- the continuation and development of a variety of urban areas, including industrial, commercial, and residential uses, where appropriate, within the MRCCA;
- use of certain reaches of the river for water supply and as a receiving water for properly treated sewage, stormwater, and industrial waste effluents; and
- protection and preservation of the biological and ecological functions of the MRCCA.

Additionally, the proposed rules clarify the standards imposed by Executive Order 79-19, which will benefit all persons with a property interest in the corridor as well as members of the public. Most aspects of the rules will not result in substantive changes and are not expected to have an effect on persons with property interests within the MRCCA. The rules are designed to ease implementation, increase efficiency, eliminate ambiguity, and simplify administrative procedures for local governments and agencies to administer. Substantive changes in the proposed rules compared to the standards in Executive Order 79-19 are identified in the rule-by-rule analysis.

2. The probable costs to the agency and to any other agency of the implementation and enforcement of the proposed rule and any anticipated effect on state revenues.

Both the DNR and certain state and regional agencies will incur costs to implement and enforce the proposed rules.

DNR administrative costs for the MRCCA program currently include the cost of: providing technical assistance to local governments, reviewing discretionary actions, and reviewing and approving amendments to local plans and ordinances. These costs are presently incurred by the DNR as part of its operating budget and would continue after rule adoption. These costs vary depending on the number of local plan and ordinance amendments submitted to the DNR for review, the number of projects requiring discretionary actions by local governments and review by the DNR, and the number of DNR appeals of local decisions. This regular work undertaken by the DNR to administer the program is anticipated to be no greater under the proposed rules than under the Executive Order and, therefore, does not require an increase in DNR costs, except to the extent that local plans and ordinances will need to be brought into compliance with the proposed rules as described below.

The DNR will have additional costs as the 30 local governments in the MRCCA prepare or amend plans and ordinances to comply with the proposed rules. DNR review and approval of these plans and ordinances will require a substantial commitment of staff time. To moderate the impact of these costs, adoption will be spread out over a number of years. The DNR also intends to facilitate the transition to the new rules by:

- developing model plans and ordinances, model mitigation measures, maps, and other tools to aid local implementation;
- working with the Metropolitan Council and local government staff to develop a notification/adoption schedule;
- working with the Metropolitan Council to provide guidance, training and resources to local governments;
- developing a review and tracking system to monitor progress;
- assisting local governments with preparing and submitting updated plans and ordinances;
- coordinating with Metropolitan Council staff to review and approve local plans and ordinances; and
- assisting with local education and outreach efforts once ordinances are adopted.

There will be costs to develop these materials. These costs would be covered either with additional funding or by reassigning staff.

The Metropolitan Council is currently charged with reviewing plans and ordinances. The proposed rules would not change or add new responsibilities to the Metropolitan Council. As such, the costs for the Metropolitan Council are anticipated to continue at current levels and are a part of the agency's budget. Metropolitan Council costs largely depend on the number of local plan and ordinance amendments, which will increase when local plans and ordinances are brought into compliance with the proposed rules as described above.

Aside from the requirements noted above, the proposed rules should not result in significant additional costs to other state or regional agencies, since these agencies are not required to submit plans to the DNR for properties they own or manage within the MRCCA. However, state and regional agencies such as the Minnesota Department of Transportation and the Metropolitan Airports Commission may incur nominal costs to ensure that their site plans and projects comply with these rules.

The proposed rules would not be expected to have a positive or negative impact on state revenues.

3. A determination of whether there are less costly methods or less intrusive methods for achieving the purpose of the proposed rule.

The Legislature, in 2009 and again in 2013, directed the DNR to develop rules to protect and preserve the MRCCA and adjacent lands that the legislature believed to be unique and a significant resource to the state while recognizing the historical, cultural, transportation, economic and resource values of the MRCCA to the state and the nation. Minn. Stat. § 116G. 15, subd. 1 (2015). Meeting the purpose and objectives of the statute requires a mechanism for assuring a certain degree of uniformity in land use across a 72- mile river corridor encompassing five counties and 25 cities and townships. Accomplishing the necessary uniformity across this landscape without engaging in rulemaking would be virtually impossible as demonstrated by the inability of Executive Order 79-19 to adequately address the objectives of the MRCCA.

The framework for rule development for the MRCCA is set forth in Minn. Stat. § 116G.15. In developing the rules, the DNR:

- looked at those provisions in the Executive Order 79-19 that have historically worked well in protecting the MRCCA;
- looked at other land use rules and regulations in other programs that have historically been successful at protecting similar resources as those sought to be protected in the MRCCA;
- identified those provisions in Executive Order 79-19 that have not historically worked well and modified them to make them functional; and
- identified key issues not addressed in Executive Order 79-19 but identified in Minn. Stat. § 116G.15 as requiring protection and developed rules to provide the required protection.

This approach enabled the DNR to determine less costly or less intrusive methods for achieving the purpose of the proposed rules as identified by the Legislature.

Using those provisions of Executive Order 79-19 that have historically worked well as a baseline for the rules will reduce the scope and cost of the changes imposed on communities within the MRCCA and is less intrusive than imposing completely new standards. Thus the proposed rules are based on the existing administrative framework established by Executive Order 79-19 that is already familiar to local governments.

Many of the proposed rules are clarifications or refinements of Executive Order 79-19 or are based on existing local, regional, and state regulations that also apply within the MRCCA. Those provisions of Executive Order 79-19 that were retained were reviewed to insure that they addressed current conditions within the MRCCA. The proposed rules include modernized standards, clearer provisions, and flexibility within districts that achieve the regulatory purpose of Minn. Stat. § 116G.15.

A primary goal of the rules is to reduce complexity and be less intrusive for property owners, developers, and local governments wherever possible by focusing on the specific development impacts on those key resources and features identified in Minn. Stat. § 116G.15. The proposed rules recognize the diversity of development across the MRCCA by establishing districts that better reflect existing and planned future development, while deferring to local governments' underlying zoning where local zoning meets the purposes of the rules, and by providing flexibility to local governments to address special circumstances where it is possible to do so and still meet the underlying the purpose of the MRCCA. This approach is a less intrusive method for achieving the purposes of the MRCCA.

For those issues not adequately addressed by Executive Order 79-19 or that were inadequately addressed by other existing regulations, new standards were developed. In these cases, it was necessary to establish new provisions to address these issues that meet the requirements in Minn. Stat. § 116G.15. DNR was mindful of costs and potential intrusion on local control and property rights when developing these necessary provisions.

Specific standards and evaluation of other methods considered are described in greater detail in the rule-by-rule analysis.

4. **A description of any alternative methods for achieving the purpose of the proposed rule that were seriously considered by the agency and the reasons why they were rejected in favor of the proposed rule.**

   The 2008 DNR report to the Legislature identified several non-rulemaking approaches to accomplish the preservation and protection goals for the MRCCA set forth by the Legislature in Minn. Stat. § 116G.15. Those approaches included:

   - moving MRCCA administration to other DNR programs/units or to other state or local agencies;
   - enhancing the existing program structure and authorities;
   - modifying the current program or process;
   - increasing oversight of local decisions;
   - educating local governments about the importance of protecting properties within the MRCCA;
   - providing financial incentives to encourage adoption of land use practices to protect critical areas within the MRCCA;
   - acquiring easements and property of particularly critical natural, aesthetic, cultural, historic or other resources within the MRCCA; and/or
   - providing voluntary standards for local governments to adopt.

   The 2009 and 2013 Minnesota Legislatures determined that these mechanisms would not adequately protect the state's broad interests across the MRCCA and determined that the best and most equitable mechanism to protect the MRCCA was through a uniform rule applied across the MRCCA. The Legislatures, therefore, directed the DNR to develop rules establishing new districts within the MRCCA, standards and guidelines for development within each district, and rules for administration of the MRCCA program. Minn. Stat. § 116G.15, subds. 2-4 (2015).

5. **The probable costs of complying with the proposed rule, including the portion of the total costs that will be borne by identifiable categories of affected parties, such as separate classes of governmental units, businesses, or individuals.**

   The DNR has conducted an analysis to assess the potential cost of complying with the proposed rules. Local governmental units and other agencies already expend resources to comply with the requirements of Executive Order 79-19, therefore, it is anticipated that these governmental units will only incur modest changes in the direct or indirect costs of complying with the proposed rule. Changes that may require additional effort on the part of these governmental units include:

   - new permit requirements proposed for management of vegetation and land alteration/ stormwater in specified areas, ADA-compliant facilities, aggregate mining and extraction, and wireless communication facilities;
   - notification of the National Park Service and adjoining local governments of certain discretionary actions, such as variances and conditional uses; and
   - likely updates to local government MRCCA plans and ordinances as a result of district and standard changes. However, DNR intends to assist local governments by developing model

ordinances, providing educational materials and training, and assisting local governments directly in development of plans and ordinances.

In October 2014, the DNR sent a cost survey to all local governments within the MRCCA asking them to estimate the cost to update their MRCCA plan and ordinance. With a few exceptions, total costs per local government were under $20,000. (See Table 1.)

Table 1: Cost Estimates for Local Governments to Amend MRCCA Plans and Ordinances

Local Government	Critical Area Plan Amendment Cost	Critical Area Ordinance Amendment Cost	Total	Small City (<10 FTE)
City of Anoka	$3,925	$26,775	$30,700	N
Anoka County	NA	NA	NA	N
Brooklyn Center	$6,750	$10,000	$16,750	N
Brooklyn Park	$50,000	$50,000	$100,000	N
Champlin	$7,250	$2,850	$10,100	N
Coon Rapids	$2,650	$2,650	$5,300	N
Cottage Grove	$2,960	$5,920	$8,880	N
Dakota County	NA	NA	NA	N
Dayton	$2,370	$1,360	$3,730	N
Denmark Township	$5,440	$8,100	$13,540	Y
Fridley	$3,750	$4,500	$8,250	N
Grey Cloud Island Township	$30,000	$25,000	$55,000	Y
Hastings	$1,060	$1,860	$2,920	N
Hennepin County	NA	NA	NA	N
Inver Grove Heights	$4,375	$5,515	$9,890	N
Lilydale	$5,000	$15,000	$20,000	Y
Maplewood	$4,500	$4,500	$9,000	N
Mendota	$6,850	$3,500	$10,350	Y
Mendota Heights	$3,350	$4,650	$8,000	N
Minneapolis	$190,896	$19,184	$210,080	N
Newport	$7,190	$9,990	$14,990	N

Nininger Township	TBD	TBD	TBD	Y
City of Ramsey	TBD	TBD	TBD	N
Ramsey County	NA	NA	NA	N
Ravenna Township	TBD	TBD	TBD	Y
Rosemount	$19,470	$8,470	$27,940	N
St. Paul	TBD	TBD	TBD	N
St. Paul Park	$5,430	$6,690	$12,120	N
South St. Paul	$10,450	$8,600	$19,050	N
Washington County	NA	NA	NA	

6. The probable costs or consequences of not adopting the proposed rule, including those costs or consequences borne by identifiable categories of affected parties, such as separate classes of government units, businesses, or individuals.

A body of literature entitled *Lakeshore Property Values and Water Quality: Evidence from Property Sales in the Mississippi Headwaters Region* establishes that there is a positive relationship between water quality and natural landscapes and property values.[4] Thus it is anticipated that persons owning or developing property within the MRCCA (all affected parties identified in question #1) will benefit economically from the amenities that the proposed MRCCA rules are intended to preserve. The failure to adopt the proposed standards and the protections they afford to the resources within the MRCCA could result in damage to those resources and an associated economic loss in benefits presently existing within the MRCCA.

The public would also bear the consequences of insufficient protection of, and access to, the river and surrounding corridor should these rules not be adopted. These consequences may include poor water quality, erosion and sedimentation from improperly managed shorelines, less resilient fish and wildlife populations, alteration of scenic resources, limited recreational resources, and the loss of natural shorelines, bluffs, and native plant communities. These consequences, in many cases, translate to economic costs including increased costs of water purification for drinking water, invasive species control, and increased dredging costs to maintain transportation channels.

There may also be indirect costs to the public and property owners if the proposed rules are not adopted, including restoration and remediation expenses for degraded resources, fewer tourism and recreational dollars spent in local communities, and decreased economic development potential.

[4] Krysel, C., E. Marsh Boyer, C. Parson, and P. Welle. 2003. Trust for Public Land, 2007.

Additional consequences of not adopting the proposed rule are:

- the DNR may need to assess the current oversight and/or enforcement of MRCCA plans and ordinances adopted under Executive Order 79-19, and take action to compel compliance with the MRCCA program;
- the application of outdated and ambiguous development standards in the MRCCA;
- the application of inconsistent local ordinances across communities in the MRCCA;
- inflexible and outdated districts in the MRCCA that do not reflect changing land uses;
- reduced water quality protection from nonpoint sources in the MRCCA;
- weakened protection of shorelines and bluffs;
- lack of open space protection during the subdivision process;
- uncertainty for businesses, developers, and stakeholders of rule standards; and
- an uneven playing field for regulators and regulated parties.

7. An assessment of any differences between the proposed rule and existing federal regulations and a specific analysis of the need for and reasonableness of each difference.

The proposed rules do not conflict with federal regulations. Other regulations that apply within the MRCCA that are subject to federal standards, such as floodplain regulations, would not be affected by the proposed rules. The proposed rules do not regulate facilities or properties owned or managed by the federal government.

8. An assessment of the cumulative effect of the rule with other state regulations related to the specific purpose of the rule.

A "cumulative effect" assessment requires the assessment of the incremental impact of the proposed rule in conjunction with other rules, regardless of the state or federal agency that adopted the other rules. Minn. R. 14.131. Cumulative effects can result from individually minor but collectively significant rules adopted over a period of time. Generally, the proposed rules refer to, rather than add to, other federal and state regulations (i.e. feedlots, stormwater, etc.) to minimize conflict and cumulative effects. In the event that there is a conflict, the proposed rules clarify that the more restrictive regulation applies. The sole exception is the state's shoreland management rules.

The MRCCA rules will overlap with the state shoreland management rules set forth in Minn. R. Ch. 6120, which are implemented by communities through local shoreland management ordinances. The boundary of the shoreland district in the shoreland rules is 300 feet from the ordinary high water level of rivers or the outer extent of any existing floodplain, whichever is greater. Minn. R. 6120.2500, subp. 15 (2015). The boundary of the MRCCA varies throughout the corridor but is almost always greater than the shoreland district established in the shoreland rules. On land covered by both the MRCCA and shoreland districts, both sets of standards will apply, with the more restrictive standards taking precedence.

For example, in some instances the proposed MRCCA rules have more restrictive standards for structure and bluff setbacks, subdivisions, vegetation removal, and land alteration than the shoreland management program. Thus in the MRCCA these standards would take precedence over

the shoreland requirements. On the other hand, both rules regulate stormwater management but do not have overlapping regulations. The shoreland rules limit impervious surface to 25% of a lot area, whereas the proposed MRCCA rules do not limit impervious surface coverage as a percentage of lot area. However, the proposed MRCCA rules prohibit impervious surfaces in certain areas and require stormwater treatment for new or fully reconstructed impervious surface of more than 10,000 square feet in near shore areas. Thus it is possible in this case to fully comply with both rules on a single property.

Finally, in a number of areas there is no overlap between the proposed MRCCA rules and the statewide shoreland rules. For example, the shoreland management program regulates lot area and width while, with one exception, the proposed MRCCA rules do not. Thus, there may be no issue in applying both sets of regulations to a single property.

Performance-Based Rules

To best achieve the goals of the MRCCA, the DNR incorporated numerous performance-based standards, including:

- standards designed to prevent negative impacts of development on MRCCA resources;
- a visual impact standard ("readily visible") that is intended to assess the visibility of a proposed structure from the river from specified areas;
- requirements for on-site mitigation for variances and conditional use permits that are proportionate to the environmental impacts associated with the activities permitted by the variance or conditional use permit;
- regulations for nonconformities that are consistent with current land use statutes and provide additional flexibility for local governments and property owners;
- stormwater runoff reduction standards that are performance-based, providing flexibility in the means to achieve the standards; and
- incentives to create conservation subdivisions and developments that protect or enhance key features and resources.

Additional Notice Plan

Additional notice of the proposed rules will be provided to individuals or groups who could be affected by the rules, using the following methods:

- Emailing the Notice of Intent to the same individuals and groups who were sent the Request for Comments in June 2014, and to additional individuals and groups, including the following:
    - GovDelivery subscribers to the DNR MRCCA Rulemaking Project
    - property owners who signed up to receive notifications via U.S. mail
    - local governments within the MRCCA
    - agencies listed in Minn. Stat. § 103F.211
    - U.S. Army Corps of Engineers

- U.S. Department of Interior, National Park Service
- Metropolitan Council
- persons who submitted comments or participated in work groups, public open houses, or other meetings
- persons who have previously expressed an interest in or who are known to likely be interested in the rule amendments

- Distributing a news release to newspapers of major circulation within the MRCCA announcing the notice, hearing schedule, and proposed rules; and
- Using the DNR website to inform the public of the hearing schedule and provide access to related documents.

The Additional Notice Plan also includes giving the following statutory notices:

- Mailing the rules and Notice of Intent to all persons registered on DNR's rulemaking mailing list established pursuant to Minn. Stat. § 14.14, subd. 1a.
- Mailing the draft rules to all persons who request a copy of the draft rules.
- Providing notice to the Legislature as required by Minn. Stat. § 14.116.
- The MRCCA has the potential to impact farming operations, thus a copy of the proposed rules will be provided to the Commissioner of Agriculture at least 30 days prior to publication of the rules in the State Register pursuant to Minn. Stat. § 14.111.

The Additional Notice Plan does not include notifying the state Council on Affairs of Chicano/Latino People because the MRCCA rules do not have a primary effect on Chicano/Latino persons (Minn. Stat. § 3.922).

Consultation With MMB on Impacts to Local Government

The department will consult with Minnesota Management and Budget (MMB) as required by Minn. Stat. § 14.131. Prior to publishing the Notice of Intent, the DNR submitted the MRCCA rule package to MMB simultaneously with submission of the MRCCA rule package to the Governor's Office for review and approval. The documents included in the MRCCA rule package are: the Governor's Office Proposed Rule and SONAR Form; the proposed rules; and the SONAR. The final submission to the Office of Administrative Hearing (OAH) shall include the MRCCA rule package and all correspondence between DNR and Management and Budget pertaining to the proposed MRCCA rule.

Determination About Rules Requiring Local Implementation

The proposed rules require local governments to prepare or amend their MRCCA plans and ordinances, implement new districts, and meet or exceed the proposed MRCCA standards. The DNR, in consultation with the Metropolitan Council, will notify local governments to prepare or amend plans and ordinances, subject to the timeframes in the proposed rules.

Cost of Complying for Small Business or City

Minn. Stat. § 14.127, subd. 1, provides[5] that:

> An agency must determine if the cost of complying with a proposed rule in the first year after the rule takes effect will exceed $25,000 for: (1) any one business that has less than 50 full-time employees; or (2) any one statutory or home rule charter city that has less than ten full-time employees. For purposes of this section, "business" means a business entity organized for profit or as a nonprofit, and includes an individual, partnership, corporation, joint venture, association, or cooperative.

The timing of a rule's effect is set forth in Minn. Stat. § 14.38, which provides that a rule is effective five working days after the publication of the notice of adoption in the State Register.[6]

Proposed rule 6106.0070 requires the commissioner, in consultation with the Metropolitan Council, to develop an adoption schedule to be used for amending local plans and ordinances consistent with these rules. The schedule will align as closely as possible to the local governments' comprehensive plan update schedule set from in Min. Stat. § 473.858 (2015). The commissioner must then notify local governments across the MRCCA of the schedule for adopting the provisions required by these rules. Zoning changes are not required to be made prior to publication of the adoption schedule.

It will take the commissioner time to develop the adoption schedule, prepare model plan and ordinance language, and provide training and other resources to aid local governments in updating their plans and ordinances to comply with the rules. As such, local governments across the MRCCA will not be required to begin work to amend and adopt MRCCA plans and ordinances to meet or exceed the standards set forth in these proposed MRCCA rules until the second year after adoption of these rules, at the earliest. According to the proposed rules, each local unit of government will be given at least one year to adopt their amended plans and ordinances after being notified by the commissioner to do so.

To establish the cost to local governments to implement the proposed MRCCA rules, the DNR surveyed local governments across the MRCCA to estimate implementation costs. The results of that survey are set out in in Table 1 and indicate that the costs incurred by the individual local governments to accomplish this work may exceed $25,000 depending on the complexity of their existing ordinances and the scope of changes needed to establish the new districts and applicable standards within their jurisdiction. Of those communities surveyed, only five small cities in the MRCCA are statutory or home rule cities as defined by Minn. Stat. § 14.127. Of these cities, Lilydale and Mendota indicated that the

[6] Generally rules like these proposed rules, which require adoption or amendment of an ordinance, do not take effect upon publication in the State Register but require the agency to comply with a statutory waiting period set forth in Minn. Stat. § 14.128, subd. 1 and 2. In this instance, however, the rules are exempted from the statutory waiting period because the DNR was directed by law to adopt the rule. Minn. Stat. § 14.128, subd. 3 and Minn. Stat. § 116.15, subd. 3 and 4 (directing the commissioner to establish, by rule, districts and standards for districts within the MRCCA).

estimated costs of complying with the proposed MRCCA rule do not exceed $25,000. Grey Cloud Island Township estimates that its costs will exceed the $25,000 limit. Neither Nininger nor Ravenna townships provided cost estimates; however, the DNR does not anticipate that the costs of these townships to implement the rules will exceed $25,000. Based on a comparison of existing to proposed zoning provisions such as height and setbacks in both townships, it appears that although the proposed MRCCA rules will add one new district in Nininger Township and two new districts in Ravenna Township, the proposed standards in those districts will not result in much change from current standards since the new proposed districts match current standards or refer to underlying zoning.

Because local governments will not be revising their local plans and ordinances one year after adoption of these rules, the proposed rules will not impact businesses within the MRCCA until, at the earliest, the second year after adoption of these rules. Therefore, Minn. Stat. § 14.127, subd. 1 is not applicable to the MRCAA rules as it pertains to small businesses. Notwithstanding the fact that the proposed MRCCA rules will not impact small businesses in the first year after the rules become effective, the DNR considered ways to minimize impacts to small businesses. Small businesses in the MRCCA are currently subject to local MRCCA plans and ordinances under Executive Order 79-19. In undertaking this analysis, the DNR used as a baseline those local plans and ordinances currently in effect within the MRCCA. While there is some variability among MRCCA communities, most ordinances include setbacks from shoreline and blufflines, and restrictions on placement of structures on bluffs consistent with the guidelines in Executive Order 79-19. Small businesses are already subject to zoning restrictions within the MRCCA, thus the proposed rules will not significantly change the regulations faced by small businesses, in most instances.

The DNR considered the following factors to minimize the impacts of the proposed rules on small businesses and other landowners within the MRCCA:

- MRCCA districts are designed to recognize current and planned land uses. Districts such as the Urban Mixed (CA-UM), Urban Core (CA-UC), and the River Towns and Crossings (CA-RTC) districts are designed to provide flexibility in height and structure placement in highly developed, redeveloping, or transitional areas where most commercial and industrial uses are located. Proposed Minn. R. 6106.0100.
- The proposed rules include numerous exemptions from height and setback requirements for river-dependent uses, including businesses such as marinas and barge operations. Proposed Minn. R. 6106.0110, subp. 6 and 6106.0180.
- At the request of business interests, the proposed rules allow for the maintenance and repair of existing buildings in the bluff impact zone. Proposed Minn. R. 6106.0160, subp. 3.A.(3)
- Limitations on development and expansion in the bluff impact zone will provide increased protection for businesses with structures close to the bluffline against slope failure, a demonstrated hazard within the MRCCA, as discussed below under “Bluff Protection Standards.” Proposed Minn. R. 6106.0120, subp. 3. These protections will result in a decrease in property damage and may result in a decrease in insurance premiums.

Finally, small businesses already in existence would not be subject to additional restrictions, except in cases where these businesses choose to expand or redevelop. In cases where these businesses include

nonconforming structures, those structures are already protected under Minn. Stat. §§ 394.36 and 462.357, subd. 1e (2015). In addition, the proposed rules provide local governments with the option of allowing nonconforming principal structures to expand laterally into required setbacks, consistent with many local MRCCA ordinances. Proposed Minn. R. 6106.0080, subp. 3.C. Expansion of structures, driveways and parking areas would also be subject to the vegetation management standards in proposed Minn. R. 6106.0150, and to land alteration and storm water management standards in proposed Minn. R. 6106.0160. Costs associated with these activities are not expected to differ significantly from costs already incurred in applying for local permits.

Some impacts to businesses, including small development firms and builders, could occur in conjunction with subdivision of land for residential development. The requirements for open space set-asides in most MRCCA districts could result in additional costs for management of the open space and design and construction of trails or other common amenities. However, these additional costs are typically offset by lower costs for development of roads and installation of utilities, since more compact development patterns equate to shorter roads and utility runs. Under most conservation design ordinances, density is the same, or even higher, than under conventional development, so the development value of a parcel is not diminished. Moreover, the presence of common open space, trails and other amenities can result in increased property values over time.

List of Witnesses

If these rules go to a public hearing, as proposed, the department anticipates having the following personnel involved in representing the DNR at the administrative hearing on the need for and reasonableness of the rules:

Legal Counsel: Sherry A. Enzler
DNR General Counsel

Witnesses:

Julie Ekman
Manager, Conservation
Assistance & Regulation Section

Jennifer Shillcox
Supervisor
Land Use Programs Unit

Dan Petrik
Land Use Specialist

Suzanne Rhees
Water Policy Consultant

Bluff Protection Standards

Purpose

Protection of bluffs in the MRCCA was a major focus of this rulemaking, and the subject of much debate, input, and analysis. Protection of bluffs is important to reduce erosion and slope failure within the MRCCA, as well as to maintain habitat and the MRCCA's iconic scenic character. The proposed bluff protection standards in these rules prohibit structures, impervious surfaces, vegetation removal, and land alteration on bluffs and in the bluff impact zone, with some exceptions. The proposed standards also require structures to be set back from the top of bluffs. Standards implementing these protections are described in the rule-by-rule analysis. This section establishes the need for these standards and consolidates the key bluff-related definitions and the underlying technical parameters used to develop the standards.

Bluff Erosion and Failure Concerns

The geology across the MRCCA is variable, with both glacial sediments and bedrock at the surface. These geological features are prone to erosion and natural instability. The northern portion of the MRCCA has more glacial deposits, including outwash, alluvium, colluviums, and terraces. These unconsolidated materials are sensitive to disturbance and susceptible to erosion. Downstream in the gorge area between Minneapolis and St. Paul, bedrock deposits are more prevalent. In the southern portion of the MRCCA, limestone, shale and sandstones form cliffs and outcroppings. These rocks are susceptible to fracturing, sliding, and other stressors. These glacial and bedrock materials can be unstable and are subject to slumping, sliding, creep, and erosion when exposed to stresses such as construction activities, stormwater runoff, structure placement, vegetation removal, and land alteration. Springs and seeps are the natural outlets of ground water in bluff environments, and are common in these bedrock outcroppings and cliff areas, where they contribute to slope creep, erosion and failure. (Figure 2 illustrates a bluff face with seeps.)

Slope erosion is a concern throughout the MRCCA. In August 2008, the Mississippi Water Management Organization (MWMO) conducted an inventory of toe, bank, and upland erosion along the east and west banks of the Mississippi River from I-694 south to the Ford Dam. A number of the inventoried riverbank sub-reaches showed signs of erosion and were identified as highly susceptible to future erosion[7].

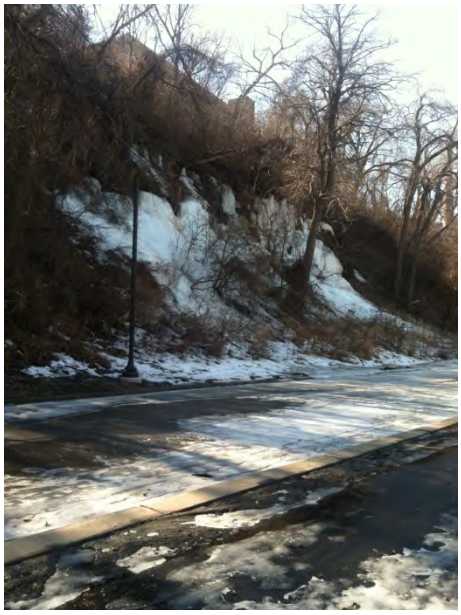


Figure 2. These icicles form at "the weeping wall" and emerge from beds within the Platteville Limestone. This photo was taken just down-river from the 2014 Fairview Hospital landslide in Minneapolis. Photo by Carrie Jennings.

[7] Mississippi Watershed Management Organization, 2010.

Actively eroding and/or failing bluffs have also been identified as problems by citizens and government officials in the Lilydale, Mendota, and Mendota Heights area. Heavy rains over the past decade - including those in June 2014 - led to significant erosion and the failure of some bluffs within the MRCCA, including failures off Highway 13 in Mendota Heights (see Figure 3) and below Fairview University Hospital in Minneapolis. With FEMA funding, the DNR conducted an investigation[8] of these and other bluff failures associated with the June 2014 rain events in the Mississippi and Minnesota River valleys[9]. The structural geologist conducting this evaluation found that all failed bluffs within the MRCCA had slopes had been modified for building foundations, stormwater management facilities, or road construction, and that these modifications contributed to bluff failure. In these particular instances the bluff failures also resulted in significant damages to built infrastructure.



Figure 3. Highway 13, Great Rivers Trail failure in Mendota Heights. Photo from http://www.myfoxtwincities.com/story/25740202/mudslide-closes-highway-13-in-mendota.

Bluffs also need protection because they provide wildlife habitat and support native plant communities. As illustrated by Minnesota's Land Cover Classifications System (MLCCS), a GIS-based classification system, there is a greater occurrence of native flora and fauna along bluffs and steep slopes[10].

Better corridor-wide management practices addressing structure placement and vegetation, land alteration, and stormwater management can reduce the risk of soil erosion and bluff failure as well as economic loss and human injury.

Current Regulatory Status

Executive Order 79-19 does provide special protection of *"bluffs with a slope greater than 18 percent,"* but does not define the term "*bluff*." Executive Order 79-19 does, however, define a bluffline as *"a line delineating the top of a slope connecting the points at which the slope becomes less than 18 percent"* and establishes a 40 foot structure setback from the bluffline. Executive Order 79-19 also limits certain vegetation and land alteration activities within the bluffline setback and prohibits new structures on slopes 18 percent or greater.

An examination of local ordinances within the MRCCA indicates that currently bluff definitions and standards vary widely across communities, as does administration of those requirements in local zoning ordinances. Many communities simply define a bluff as any slope greater than 18 percent, while others define them as slopes ranging from 12 percent to 40 percent. Some communities have specified the spatial extent of bluffs through use of minimum horizontal and/or vertical distances over which the

[8] Jennings, C. 2015.

[9] http://www.dnr.state.mn.us/mlccs/index.html

[10] http://www.dnr.state.mn.us/mlccs/index.html

defined slope percentage is measured. Many local government definitions do not address the difference between natural and man-made slopes. Because of vague definitions and variations in the administration of local ordinances, the placement of buildings along bluffs, land alterations on bluffs, and vegetation management practices on bluffs are all inconsistent across the MRCCA. These inconsistencies coupled with the potential catastrophic impacts of unsafe bluff development support the need to redefine and reestablish development guidelines for those areas of the MRCCA with bluffs.

Determining New Bluff Definitions

The development of the bluff definition in the proposed MRCCA rules was premised on the dual goal of protecting sensitive bluff features while minimizing the creation of new nonconforming structures within areas of significant existing development. In an effort to achieve the latter goal, the 18 percent slope parameter was retained from Executive Order 79-19 because it was a standard widely adopted by local governments and accepted by environmental organizations. The DNR in consultation with local governments and other stakeholders then used GIS imaging to evaluate six combinations of bluff height and width parameters within the MRCCA. The purpose of this analysis was to determine which height and width parameters would meet the dual goals of minimizing nonconformities while protecting bluff systems.

The analysis began with a preliminary bluff map that had been prepared by the DNR in 2009 in response to a legislative directive that defined bluffs as having a slope of 18 percent or greater with a vertical rise of at least 10 feet. Minn. Laws 2009, ch. 172, art. 2, § 27, subd. 4 (pages 2484 - 2485) codified at Minn. Stat. § 116G.15 (2010). During the 2009/2010 rulemaking process local governments pointed out that this definition would create many nonconforming structures. While the 2013 Legislature repealed this bluff definition, the 2009 map was used as baseline for comparing other alternatives. *Cf. Id.* and Minn. Stat. § 116G.15 (2015).

Figure 4 compares the 2009 baseline definition and the proposed bluff definition. It shows that many existing structures (building footprints outlined in red) are captured by the 2009 bluff definition (shown in purple) and would thus be nonconforming structures under that definition, creating problems for property owners and local governments.

Alternatively, significantly fewer structures were captured by the proposed bluff definition (shown in green), but the definition still

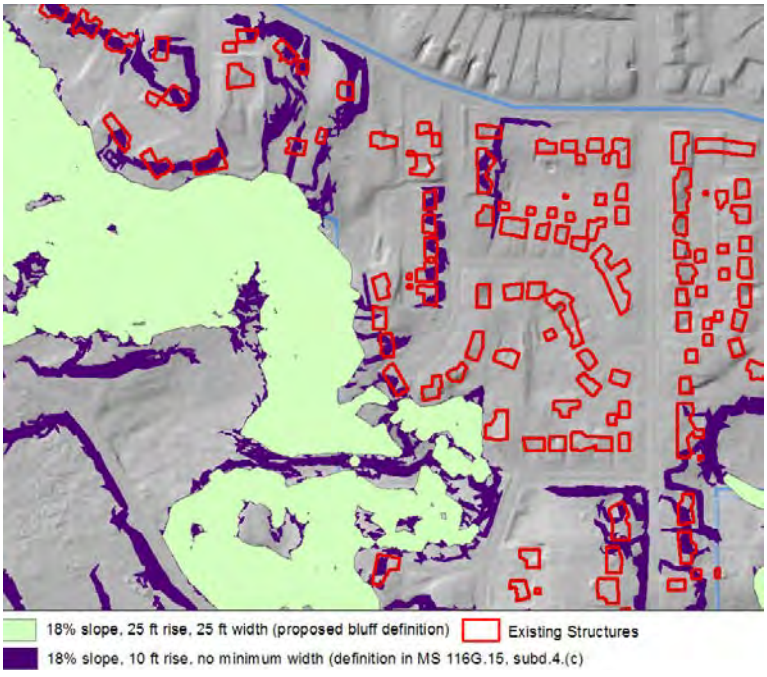


Figure 4: Comparison of bluff definitions. The areas shown in purple would be covered under the 2009 (baseline) definition; the areas in green are covered by the proposed definition.

protects the major bluff systems. Figure 4 shows the analysis for a portion of the Highwood neighborhood in St. Paul. Similar results were found when analyzing other sites in six other local governments across the MRCCA.

After many analytical iterations and field verification, it was determined that a bluff defined as a feature with an 18% slope rising 25 feet over a 25 foot width would provide the best balance between resource protection and minimizing the creation of new nonconforming structures. This definition (as shown in green in Figure 4) eliminated most minor topographic variations such as grading for driveways, yet encompassed the iconic bluffs that characterize the river corridor, as well as natural vegetation and habitat systems.

Before advancing this definition for inclusion in the MRCCA rules, DNR staff conducted field visits to understand how different bluff definitions might affect topographic, ecological, and scenic resources. Examples of structures located on 18% slopes with a vertical rise of at least 10 feet (indicated by the red outlined structures overlapping the purple shaded area in Figure 4) are shown below in Figures 5 and 6.



Figure 5: Example of property on 18% slope rising at least 10 feet.



Figure 6: Example of property on 18% slope rising at least 10 feet.

These properties are in established urban neighborhoods, on isolated 18% slopes with little natural vegetation. These properties have very similar topography and vegetation to other nearby properties that are not in the MRCCA. The DNR did not find any significant erosion risks in these areas or ecological or scenic resources to protect. Most of these properties are not visible from the river; however, some are located within 40 feet of bluffs as defined by the proposed definition, and would need to meet the bluff setback requirements set forth in proposed Minn. R. 6106.0120 or would be considered nonconforming.

Figures 7 and 8 show examples of properties that are in the bluff impact zone (BIZ) and would thus be regulated under the proposed rules. Figure 7 shows structures built on the top of the bluff overlooking the river corridor. Figure 8 shows structures built into the toe of the bluff. In these areas, bluffward expansion and future vegetation and land alteration activities would need to conform to the proposed rules.



Figure 7: Existing structures near top of bluff under proposed bluff definition.



Figure 8: Existing structures near bottom of bluff under proposed bluff definition.

Rule Proposal

The proposed rules provide a uniform set of specific bluff and bluff related definitions to insure consistent and equitable treatment of development across the MRCCA. The definitions also allow bluff features to be easily mapped by local governments using widely available mapping software. The DNR has developed a bluff mapping tool that can be used by local governments with ArcMap, a GIS mapping software, to map defined bluff features within their communities.

The proposed bluff definition retains the 18 percent slope criterion established in Executive Order 79-19, but adds additional parameters to ensure that bluff complexes, rather than isolated slopes, are protected:

Proposed Minn. R. 6106.0050, subp. 10 defines a *bluff* as a natural topographic feature having either of the following characteristics:

A. a slope that rises at least 25 feet above the ordinary high water level or toe of the slope to the top of the slope; and the grade of the slope from the ordinary high water level or toe of the slope to the top of the slope averages 18 percent or greater, measured over a horizontal distance of 25 feet; or

B. a natural escarpment or cliff with a slope that rises at least 10 feet above the ordinary high water level or toe of the slope to the top of the slope with an average slope of 100% or greater.

Subpart 10.B. was added to ensure that isolated cliffs and rock outcrops such as Robinson's Rocks in Gray Cloud Island Township are protected. These features, which are often nearly vertical, would otherwise not be captured by the bluff definition.

The proposed definition also clarifies that a *bluff* is a "natural topographic feature" to differentiate natural features, which the rules seek to protect, from man-made features. The various bluff protection standards do not apply to man-made features such as highway and railroad embankments, road ditches, and reclaimed slopes.

A variety of bluff-related definitions are used to define the specific spatial extent of a *bluff*, the scope of required bluff protections, and to improve the ability of local governments to administer the rules. When determining the limits of a *bluff* it is important to clearly define where the *bluff* begins and ends. The following definitions were developed to aid in this determination. These definitions will be used to map bluff features when reviewing development proposals and for accurate delineation by surveyors "in the field":

- A *bluffline,* which is a line delineating the top of the bluff. Proposed Minn. R. 6106.0050, subp. 10. More than one bluffline may be encountered proceeding landward from the river. *Id.*
- The *toe of the bluff* is a line along the bottom of a bluff, requiring field verification, such that the slope above the line exceeds 18 percent and the slope below the line is 18 percent or less, measured over a horizontal distance of 25 feet. Proposed Minn. R. 6105.0050, subp.77.
- The *top of the bluff* is a line along the top of a bluff, requiring field verification, such that the slope below the line exceeds 18 percent and the slope above the line is 18 percent or less, measured over a horizontal distance of 25 feet. Proposed Minn. R. 6105.0050, subp. 78.

While bluff mapping software can estimate the general location of *bluffs*, field verification by a land surveyor is needed to identify *blufflines*. The location of the *bluffline* is particularly important in determining the placement of a structure on a lot and determining the height of a structure. *See e.g.* Proposed Minn. R. 6106.0120, subps. 2 and 3B (regarding the height of structures in relation to the *bluffline* and *bluffline* setback requirements).

The *toe of bluff* and *top of bluff* definitions are derived from the state shoreland rules. Minn. R. 6120.2500, subps. 1b and 1c (2015). However, the proposed MRCCA rule uses a 25-foot horizontal segment instead of the 50-foot horizontal segment used in the statewide shoreland rules. *Cf.* Minn. R.6120.2500, subp. 1b (2015) and Proposed Minn. R. 6105.0050, subp. 11. The 25-foot horizontal segment was used to provide a finer resolution of these features systems within the MRCCA, which is more heavily developed than the typical shoreland district.

The concept of the *bluff impact zone* is the bluff and area around the bluff that will be protected by the proposed MRCCA rules. As illustrated in Figure 9, the *bluff impact zone* includes the bluff and land within 20 feet (from the top, sides, and toe) of the bluff. Proposed Minn. R. 6105.0050, subp. 9. The *bluff impact zone* is based on the definition used in the shoreland rules but includes the sides and toe of the bluff as protected areas. *Cf.* Minn. R. 6120.2500, subp. 1c (2015) and Proposed Minn. R. 6106.0050, subp.9.

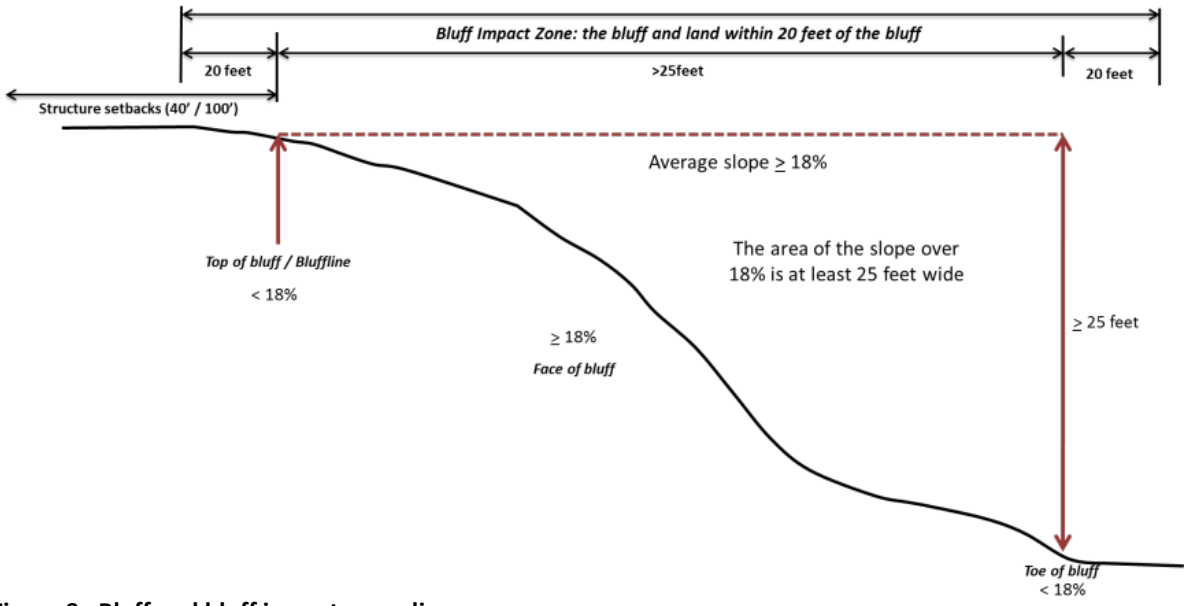


Figure 9. Bluff and bluff impact zone diagram.

The development and land use standards tied to the *bluff impact zone* in the proposed MRCCA rules are more restrictive than those in the shoreland rules. Minn. R. 6120.3300, subp. 4 (2015), Proposed Minn. R. 6106.0120, subp. 3 and 6106.0150. The proposed MRCCA rules prohibit the placement of structures, land alteration, vegetation clearing, stormwater management facilities, and most construction activities in the bluff impact zone. The proposed MRCCA rules do, however, allow some limited exceptions to these restrictions such as for public utilities and recreational access to the river. This greater degree of protection is necessitated by development pressures on bluffs throughout the river corridor, and the susceptibility of these features to erosion and slope failure.

Rule-By-Rule Analysis

6106.0010 Policy

The policy statement for the proposed MRCCA rules is derived from and consistent with Executive Order 79-19 and the original Executive Order 130 (1976), which established the MRCCA within the Twin Cities Metropolitan area. The MRCCA rules are intended to use coordinated planning to "achieve development [within the MRCCA] as a multipurpose resource, resolve the conflicts of use of land and water, preserve and enhance its natural, aesthetic, cultural, and historical value for the public use, and protect its environmentally sensitive areas."

6106.0020 Purpose

The five statements of purpose for the MRCCA rules are drawn from Minn. Stat. § 116G.15, Subd. 1 (2015) and reflect the purposes of the MRCCA designation as set forth in Executive Order 79-19 (Section A, 3 S.R. 1692, Standards and Guidelines for Preparing Plans and Regulations).

6106.0030 Scope

This part lays out the jurisdiction and scope of the rules, the general roles and responsibilities of governmental entities with jurisdiction or property within the MRCCA in furthering the purposes of the rules, and the applicability of conflicting rules, ordinances and regulations to the MRCCA:

Subpart 1: Applicability. The proposed MRCCA rules are applicable to all lands and public waters within the jurisdictional boundaries of the MRCCA.

Subparts 2 and 3: Government actions and state land. These subparts specify the general responsibilities of all governmental units with jurisdiction or property within the MRCCA for furthering the purposes of the proposed MRCCA rules as provided by Minn. Stat. § 116G.15, subd. 5 (2015). These rules are applicable to state and local units of government.

Subpart 4: Conflicting standards. This subpart addresses the issue of conflicts between the proposed MRCCA rules and local ordinances, state rules, or any other regulation. Where such a conflict exists, the most protective provisions apply. This is consistent with similar provisions in many other state rules.

Subpart 5: Superseding standards. This subpart clarifies that the proposed MRCCA rules supersede the Environmental Quality Board (EQB) rules with respect to management of the MRCCA. The EQB rules, Minn. R. 4410.8100 to 4410.9910 (2015), will remain, however, as they are applicable to the designation and administration of other critical areas in general. The MRCCA is the only critical area in existence at the time that these rules are being proposed.

6106.0050 Definitions

In the course of developing the proposed MRCCA rules, 86 terms were identified as requiring definitions. It was important to define these particular terms because many will be incorporated into local zoning ordinances, and consistency in terminology across the MRCCA is essential. Many of the definitions borrowed heavily from definitions already used by local government in existing ordinances. Of these terms and definitions:

- Fifteen of the terms and their associated definitions refer to or are derived from Minn. Stat. § 116G.15 (2015) or Executive Order 79-19. These include the definitions for: *adjacent*; *barge fleeting*; *bluffline*; *developer*; *development*; *discretionary action*; *essential services*; *local government*; *off-premise advertising signs*; *parcel*; *public transportation facilities*; *setback*; *steep slope*; *transmission services*; and *treeline*. Because Minn. Stat. § 116G.15 (2015) and Executive Order 79-19 are the guiding documents for this rulemaking, using existing definitions from these documents provides consistency across rules and statutes and continuity over time.
- Twenty-one of the terms and their associated definitions were derived from existing terms and definitions in other state statutes or rules, including: *agricultural use*; *conditional use*; *dock*; *electric power facilities*; *feedlot*; *floodplain*; *interim use*; *lot*; *marina*; *mooring facility*; *nonconformity*; *ordinary high water level*; *plat*; *port*; *public waters*; *storm water*; *subdivision*; *subsurface sewage treatment system*; *variance*; *wetlands*; and *wharf*.
- The remaining terms and definitions are new. Many of these new terms and definitions are derived from current terms and definitions in other state statutes or rules and have been modified to achieve the purposes of the MRCCA rules.

Proposed definitions that are central to the proposed MRCCA rules and that differ from existing definitions in Minnesota Statutes, Minnesota Rules, or Executive Order 79-19 (beyond minor grammatical changes or technical updates) or that require an explanation are described in more detail below.

Bluffs and Related Terms

Bluff protection was one of the most closely analyzed issues in the rule development process. The proposed rules provide a uniform set of specific bluff and bluff related terms and definitions - including *bluff*, *bluff impact zone*, *bluffline*, *toe of bluff* and *top of bluff* - to ensure consistent and equitable treatment of development across the MRCCA. As defined, bluffs and bluff features can be easily mapped by local governments using widely available mapping software, including a bluff mapping tool the DNR has developed for use with ArcMap, a GIS mapping software.

The proposed terms, definitions, and associated protection standards for bluffs and bluff features are described in detail in the "Bluff Protection Standards" section of this SONAR. *See Supra* at 29-31 discussing the need for bluff protection, proposed terms and definitions, and the rationale for specific bluff standards within the MRCCA.

Buildable Area

This term identifies areas that are available for development on a lot or parcel within the MRCCA as provided in the proposed MRCCA rules. *Buildable area* does not include the resources and features identified for protection in Minn. Stat. § 116G.15, subd. 4 (2015), and does not include setback areas and other areas specified for protection by the MRCCA rules. This term is used in proposed dimensional standards in 6106.0120, subp. 4.B. to ensure that newly created lots have adequate room for development without needing a variance. Local governments requested that this definition be provided to minimize confusion and disputes over whether certain areas are suitable for development.

Conservation Design and Conventional Subdivision

Both *conservation design* and *conventional subdivisions* are allowed under the proposed rules. *Conservation design* is a pattern of subdivision that is characterized by grouping lots within a portion of the parcel to permit the remaining portions of the parcel to be protected as open space. Proposed Minn. R. 6106.0050, subp. 16. *Conventional subdivision* is a traditional lot and block type of development that was the primary method of development when the MRCCA was designated. *Conservation design* provides local government with the option of allowing smaller lot sizes within the MRCCA in exchange for increased protection of primary conservation areas within the MRCCA as open space, and replaces the outdated term "clustering" used in Executive Order 79-19 (see Figure 10). Proposed Minn. R. 6106.0050, subp. 17. This term is used the proposed subdivision and land development standards in proposed Minn. R. 6106.0170, subp. 4, which require local governments to provide incentives for alternative design standards such as *conservation design* in local ordinances.

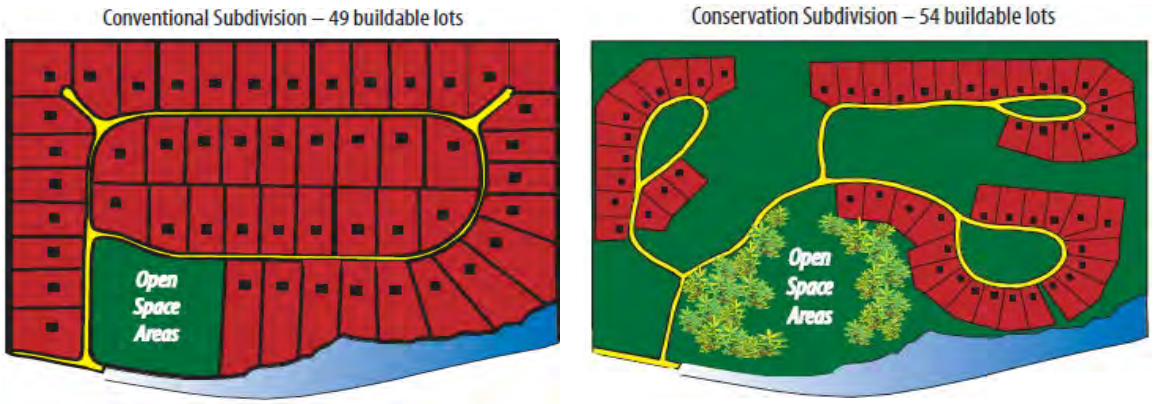


Figure 10. Conventional subdivision compared to conservation design subdivision.

Impervious Surface

The term *impervious surface* refers to constructed or hard surfaces that impede the infiltration of water into soils and increase runoff into surface waters. Proposed Minn. R. 6106.0050, subp. 29. This definition is consistent with that used in the Pollution Control Agency's Application for General Stormwater Permit for Construction Activity, and is used in the proposed setback and storm water standards in proposed Minn. R. 6106.0120, subp. 3.B. and 6106.0160.

Intensive Vegetation Clearing

Intensive vegetation clearing replaces the term *"clear cutting"* as used in Executive Order 79-19. The term *clear cutting* is a forest management term. *Intensive vegetation clearing* expands on the concept of clear cutting to include the type of vegetative clearing that is typically conducted on developed lots including those in the MRCCA. The concept includes activities such as extending lawns, landscaping, or opening views. Proposed Minn. R. 6106.0050, subp. 30. This term is used in the proposed vegetation management standards in proposed Minn. R. 6106.0150.

Hard Surface Trail/Natural Surface Trail

The terms *hard surface trail* and *natural surface trail* are proposed to differentiate between trails that are suitable in sensitive bluff areas (natural surface) and trails that are not (hard surface). *Cf.* Proposed

Minn. R. 6106.0050, subp. 27 and subp. 40. These definitions were developed to address concerns raised about the negative impacts of intensive (hard surface) trail development due to extensive grading and clearing of vegetation in sensitive bluff areas. The definitions are derived from the DNR's Trail Planning, Design, and Development Guidelines referenced in proposed Minn. R. 6106.0090, D. These terms are used in the proposed design standards for public recreational facilities in proposed Minn. R. 6106.0130, subp. 8.

Land Alteration

Land alteration refers to changing the contours of or disturbing the earth surface. It includes earth-moving activities such as filling and grading that leave soil exposed and susceptible to erosion but excludes gardening and other minor disturbances. Proposed Minn. R. 6106.0050, subp. 32. The term is used in the proposed standards for land alterations in proposed Minn. R. 6106.0160, subps. 3 and 4.

Lot Width

The term *lot width* is provided to ensure sufficient river frontage to protect riparian areas for new lots that abut the Mississippi River in the proposed Rural and Open Space (CA-ROS) district, and to add clarity to the lot width measurement proposed in proposed Minn. R. 6106.0170, subp. 4. Proposed Minn. R. 6106.0050, subp. 36. The definition is derived from the state shoreland rules. Minn. R. 6120.2500, subp. 9 (2015).

Natural Vegetation

Natural vegetation refers to the types of plant growth within the MRCCA that stabilize soils, retain and filter run off, provide habitat and recharge ground water. Proposed Minn. R. 6106.0050, subp. 41. This term is intended to address the biological and ecological functions provided by natural vegetation, even though the vegetation may have been altered by human activity. The definition provides the basis for the proposed standards encouraging the retention and restoration of natural vegetation found throughout the proposed MRCCA rules.

Planned Unit Development

The proposed definition for *Planned Unit Development* is based on that found in the state shoreland rules. Minn. R. 6120.2500, subp. 11 (2015). However, the definition proposed for the MRCCA rules is broader and does not distinguish between residential and commercial planned unit developments or distinguish between the types of structures. Proposed Minn. R. 6106.0050, subp. 50. Given the frequent use of this type of development in the MRCCA, it is reasonable to have an inclusive and consistent definition of the term that is applicable across the MRCCA.

Primary Conservation Areas

The term *primary conservation areas* defines the key natural and cultural resources and features that are addressed by the MRCCA proposed rules. Proposed Minn. R. 6106.0050, subp. 53. The resources and features listed in the definition are derived from Minn. Stat. § 116.15, subd. 4(b)(2015). This definition consolidates natural and cultural resources and features listed in the statute into a single definition to shorten the rules. The term is used in several parts of the rules to ensure that key resources and features are given priority consideration for protection, including contents of local plans proposed in proposed Minn. R. 6106.0070, subp. 4, project submittal information proposed in proposed

Minn. R. 6106.0080, subp. 6, and the proposed subdivision and land development standards in proposed Minn. R. 6106.0170, subp. 4.

Public River Corridor Views

The term *public river corridor views* was developed to assist local governments and other stakeholders to identify and protect scenic resources through their planning processes. It recognizes that many of the most highly valued views within the river corridor are "views toward the river from public parkland, historic properties, and public overlooks," as well as views towards bluffs from the opposite shore (a subset of the "readily visible" definition below). Proposed Minn. R. 6106.0050, subp. 56. The term is used throughout the proposed MRCCA rules. The definition is intended to provide local governments with an opportunity to identify specific views deemed important to that community, and to protect such views through the development review process.

Readily Visible

The term *readily visible* was developed to create a performance based standard to clarify visual standards and replace the outdated and vague term *"visual intrusion"* from Executive Order 79-19. This clarification was requested by local governments and other stakeholders. The term refers to development that is easily seen from the ordinary high water level at the opposite shore of the Mississippi River. Proposed Minn. R. 6106.0050, subp. 60. This term is used throughout the proposed MRCCA rules, and the definition describes an appropriate level of visibility for structures from a specified vantage point and during specified conditions. The definition is not used to prohibit development, but to ensure that visual resources are considered in development review by local governments.

River-dependent Uses

The term *river-dependent uses* clarifies those types of commercial, industrial and utility land uses that require a riverfront location and shoreline facilities in order to conduct business. Proposed Minn. R. 6106.0050, subp. 65. This term is consistent with the goal of preservation and enhancement of economic, recreational, cultural, and historical resources within the river corridor to meet the purposes set forth in Minn. Stat. § 116G.15, subd. 1 (2015). Specific standards apply to these uses as provided by proposed Minn. R. 6106.0110, subp. 6, and 6106.0180.

Selective Vegetation Removal

The proposed MRCCA rules specifically allow *selective vegetation removal* without a permit while requiring a permit for *intensive vegetation clearing*. *See* Proposed Minn. R. 6106.0150, subp. 3. *Selective vegetation removal* is vegetation removal that does not substantially reduce tree canopy or understory cover. Proposed Minn. R. 6106.0050, subp. 66. The definition is based on that found in Executive Order 79-19 and modified with input from local governments, most of whom already regulate removal of vegetation using similar definitions.

Shore Impact Zone

The land along the water's edge is environmentally sensitive and needs special protection from development and vegetation removal. The *shore impact zone* is a "buffer" area between the water's edge and the area where development is permitted (see Figure 11). Proposed Minn. R. 6106.0050, subp. 68. The *shore impact zone* is the focus of many of the MRCCA rule standards for land alteration and vegetation management. This definition establishes defined boundaries for the *shore impact zone*, which are derived from the state shoreland rules. Minn. R. 6120.2500, subp. 14.c. (2015). The term is used in the proposed structure location standards, vegetation management standards, and land alteration standards in proposed Minn. R. 6106.0120, subp. 3, 6106.0150, subp. 2, and 6106.0160, subp. 2.C., respectively.

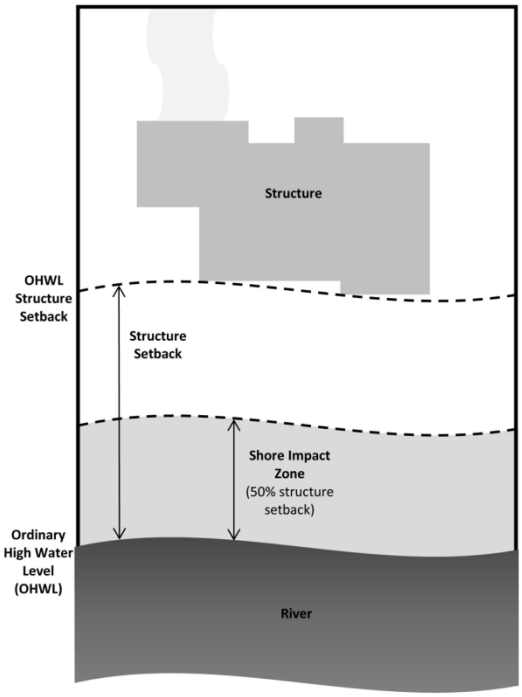


Figure 11. Shore impact zone diagram.

Shoreline Facilities

The term *shoreline facilities* is used to clarify what types of facilities are river-dependent and require a riverfront location, consistent with the economic purposes of the river corridor as described in Minnesota Statutes, § 116G.15 (2015). The term is used in several parts of the draft rules, including the proposed design standards for river-dependent uses in proposed Minn. R. 6106.0110, subp. 6, and the proposed list of exceptions to the ordinary high water level (OHWL) setbacks in proposed Minn. R. 6106.0180.

Steep Slope

A *steep slope* is a natural topographic feature with an average slope of 12 -18 percent measured over 50 feet or more. Proposed Minn. R. 6106.0050, subp. 72. This term has a specific definition because protections afforded steep slopes differ from those established for bluffs. Executive Order 79-19 includes performance standards that govern development on slopes between 12-18 percent, and similar standards are proposed in proposed Minn. R. 6106.0160, subp. 8. The 50-foot horizontal measurement is a commonly used standard and ensures that minor undulations in the landscape are not regulated as steep slopes. The use of the term "natural" also ensures man-made features such as road embankments are not treated as steep slopes for regulatory purposes under the proposed MRCCA rules.

Structure

The definition of *structure* is derived from the state wild and scenic river management rules. Minn. R. 6105.0040, subp. 23 (2015). A structure includes buildings, signs, and appurtenances with some limited exceptions. Proposed Minn. R. 6106.0050, subp. 74. This definition is used to define buildings, signs and appurtenances that will be subject to the proposed dimensional standards in proposed Minn. R. 6105.0120.

Water Oriented Accessory Structure

A *water oriented accessory structure* refers to recreational amenities that are commonly constructed closer to the shoreline than a typical structure. Proposed Minn. R. 6106.0050, subp. 84. Under the proposed rules, these structures are allowed on riparian lots within the required setback from the ordinary high water level subject to specific standards in proposed Minn. R. 6106.0140, subp. 5.D. It is reasonable to clarify the types of structures that are allowed closer to the water, and to place limits on the dimensions of these structures to minimize negative impacts to sensitive shoreline areas. The dimensions chosen are consistent with the sizes of many existing structures within the MRCCA.

6106.0060 Administration of Program

Part 6106.0060 of the proposed MRCCA rules lay out the specific roles, responsibilities, and authorities for administering the proposed rules. Many provisions are drawn directly from Minn. Stat. § 116.15, subd. 2 (2015), Executive Order 79-19, and/or the state environmental review rules set out in Minn. R. Ch. 4410. Below, by subpart, is a brief description of the pertinent requirements for the administration of the MRCCA program with special emphasis on new or revised provisions.

Subpart 1. Purpose, terms, and timeframes. This subpart clarifies that the "plan[s] and ordinance[s]" specified in the MRCCA rules only pertain to those plans and ordinances prepared by local governments to implement the rules in the MRCCA. It is not the intent of the MRCCA rules that the provisions in the rules should apply to any other local plans or ordinances. The subpart also clarifies that all time frames referenced in the MRCCA rules are measured in calendar days.

Subpart 2. Responsibilities and authorities. This subpart establishes the roles and responsibilities of the governmental authorities involved in implementing the MRCCA program, including the commissioner of natural resource; the Metropolitan Council; local governments; and state or regional agencies, local park agencies, and special purpose units of government. Proposed Minn. R. 6106.0060, subp. 2. Most local governments currently have MRCCA plans and ordinances in place. This is consistent with Executive Order 79-19 and the MRCCA program's administration.

Subpart 3. Consistent plans and ordinances. Consistency is a fundamental element of the MRCCA program thus, under this subpart, local governments must adopt, administer, and enforce plans and ordinances within the MRCCA that are consistent with the MRCCA rules. For purposes of the MRCCA rules, "consistency," means that local plans and ordinances must meet the purpose, scope, and the numeric thresholds set forth in the MRCCA rules, but may vary in structure or wording. To deviate from this consistency standard the local government must request flexibility, as provided in proposed Minn. R. 6106.0070, subp. 6.B. This provision is necessary in order to provide local governments with the explicit standards that DNR will use when it reviews local plans and ordinances. Local governments expressly requested this provision. The concept of consistency is a reasonable expectation for local plans and ordinances.

Subpart 4. Greater restrictions. Although the MRCCA rules require consistency with minimum standards, local governments are allowed to adopt and enforce plans and ordinances that are more restrictive than the standards in the MRCCA rules. The MRCCA rules are intended as minimum standards. It is reasonable to allow local governments to adopt and enforce more restrictive standards

to achieve a higher level of protection of the resources within the MRCCA consistent with other local goals. This clarification and permission was sought by local governments and other stakeholders during the rule development process.

Subpart 5. Duties of the commissioner. The duties of the commissioner (hereinafter referred to as the DNR) set forth in proposed Minn. R. 6106.0060, subp. 5 are largely unchanged from current statute, Minn. R. 4410.8100 – 4410.9910, and Executive Order 79-19. Those duties include:

- **Consultation.** Both this subpart and Minn. Stat. § 116G.15, subd. 2 (2015) require that the DNR consult with the named agencies and others that have a significant role in the MRCCA to ensure the corridor is managed in a manner consistent with the purposes of the statute. This subpart also requires that the DNR play a special consultative role with those units of government that manage land within the MRCCA to ensure that they administer public lands in a manner consistent with the MRCCA program.
- **Technical assistance and advice**. Local governments requested that the DNR provide them with technical assistance and advice in the development, administration, and enforcement of the plans and ordinances necessary to implement the MRCCA program. This subpart reflects DNR's commitment to provide that requested advice and assistance as an important mechanism to foster coordination and cooperation between the DNR and local governments.
- **Review and approval of local plans and ordinances**. Finally, this subpart specifies that the DNR will coordinate the preparation, submittal, review and approval of all local plans and ordinances submitted by local governments as specified in Minn. Stat. § 116G.15, subd. 5(30 and (4) (2015). This is an essential responsibility of the DNR under the current MRCCA program.

Subpart 6. ***Duties of Metropolitan Council.*** The duties of the Metropolitan Council remain largely unchanged from statute and Executive Order 79-19. In addition to its responsibilities in the MRCCA program administration, the Metropolitan Council is charged with the oversight of local government comprehensive plans in the Metropolitan area to assure consistency with metropolitan system plans. Minn. Stat. §473.175, subd. 1 (2015). The review process set out in proposed Minn. R. 6106.0060, subp. 6 is designed to ensure that the MRCCA review process outlined herein is incorporated into the Metropolitan Council's planning process for efficient planning. The process is also designed to integrate comments from the Metropolitan Council into the final plans and ordinances approved by the DNR.

Subpart 7. Duties of cities. The duties of cities too are substantially unchanged from statute and Executive Order 79-19. This subpart continues these duties for the 25 cities in the MRCCA, including:

- preparing, amending, and adopting plans and ordinances that meet or exceed the minimum standards of the MRCCA rules;
- submitting plans and ordinances to the Metropolitan Council for review and comment, and to the DNR for review and approval; and
- informing the DNR about discretionary actions taken under an approved plan or ordinance so that the DNR can provide technical assistance to the local government, comment on proposed actions, and monitor compliance with the MRCCA rules.

A new requirement provided in this subpart requires cities to notify the National Park Service and adjoining local governments, including those with overlapping jurisdiction and those across the river, of public hearings on discretionary actions and plan and ordinance amendments. The National Park Service must be notified of all discretionary actions taken by a city, while adjoining local governments only need be notified in cases where buildings are proposed to exceed the height limits established in the rules. The National Park Service and neighboring local governments have a vested interest in the MRCCA and the local decisions that can affect the MRCCA resources and features. The height and resulting visibility of buildings is of particular concern to many local governments. Unlike the prescribed format for notice to the DNR, the rule allows cities discretion regarding the method of notice given to the National Park Service and adjoining local governments.

Subpart 8. Duties of counties and townships. There are five counties and four townships in the MRCCA that have unique obligations under this subpart. Both counties and townships must prepare plans; however, whether a county adopts an ordinance is discretionary, while townships are required to adopt ordinances. All four townships in the MRCCA currently exercise zoning authority and it is appropriate that they adopt and enforce plans and ordinances in the same manner as cities. It is a requirement of Minn. Stat. § 394.33, subd. 1 (2015) that a township's plans and ordinances must be consistent with and at least as restrictive as those of the county in which it is located.

Subpart 9. Duties of state and regional agencies and other government entities. There are a number of state and regional agencies, local park agencies and special purpose units of government that own and manage land within the MRCCA. This subpart sets out their responsibilities under the MRCCA program. The obligations of these entities are relatively unchanged from Executive Order 79-19. To assure that the resources in the MRCCA are protected and to assure consistence across the MRCCA it is reasonable and necessary that state or regional agencies, local park and recreation agencies, and special purpose units of government such as watershed districts that own or manage lands within the MRCCA be required to manage their lands consistent with the MRCCA rules. In addition, agencies through their actions have the potential to influence other MRCCA stakeholders.

6106.0070 Preparation, Review, and Approval of Plans and Ordinances

Subpart 1. Purpose. Local governments with land in the MRCCA are required to adopt local plans and ordinances pursuant to Minn. Stat. § 116G.07 (2015), Minn. R. 4410.9000 (2015), and Executive Order 79-19. The purpose for this part is to clearly lay out the processes, responsibilities, and other requirements for the preparation, review, and approval of plans and ordinances to assure consistency with the proposed MRCCA rules. The MRCCA program has been in effect for over 35 years and the DNR has managed the MRCCA program since 1995. Historically, problems with administration of the MRCCA program largely stem from the vague or outdated language in Executive Order 79-19 or from a lack of program clarity or flexibility for local governments. Therefore, while many provisions in this part are identical to those set forth in statute, rule, and Executive Order 79-19, some procedures and criteria are clarified to better assist local governments to implement the MRCCA program.

Subpart 2. Adoption of plans and ordinances. The procedures for the adoption of local plans and ordinances required to implement the MRCCA rules are set forth in this subpart. Local governments' incorporation of the requirements of the MRCCA rules into local plans and ordinances will be

undertaken according to an implementation adoption schedule developed by the DNR in consultation with the Metropolitan Council. The provisions proposed under this subpart address the adoption schedule, program implementation prior to plan and ordinance adoption, and the impact of the adoption schedule on pending development projects:

- **Adoption schedule.** The DNR will, in consultation with the Metropolitan Council, develop an adoption schedule for the development and adoption of plans and ordinances under the MRCCA rules by local governments. The schedule shall align "as closely as possible," with the local governments' comprehensive plan update schedule set forth in Minn. Stat. § 473.858 (2015). The DNR will notify local governments of the schedule for updating their MRCCA plans and ordinances. Consultation with the Metropolitan Council is necessary to ensure that the schedule is workable for all parties and aligns with Metropolitan Council planning requirements. The flow of plans and ordinances needs to be staggered so that both the DNR and the Metropolitan Council are able to provide a timely and thorough review of local plans and ordinances.
- **Program implementation prior to plan and ordinance adoption.** To ensure seamless regulatory coverage prior to plan and ordinance adoption, existing plans and ordinances will remain in effect until new ones are adopted. Those local governments that have not previously adopted ordinances under Executive Order 79-19 must comply with the requirements of the newly adopted MRCCA rules until the local government adopts plans and ordinances consistent with the MRCCA rules and approved by the DNR. This latter requirement affects three communities within the MRCCA, all of which are currently subject to the Interim Development Regulations in Executive Order 79-19. Since these rules replace the Interim Development Regulations in Executive Order 79-19, it is reasonable to apply the standards in these rules rather than in Executive Order 79-19.
- **Impact of the adoption schedule on pending development.** It is not the intent of the MRCCA rules to halt development within the MRCCA pending the adoption of revised plans and ordinances. Development projects that conform to a local government's existing plans and ordinances for the MRCCA and that were authorized under those plans and ordinances can continue, as provided in Minn. Stat. § 116G.13 (2015). This is a standard land use practice and is necessary to provide developers with certainty during the MRCCA program implementation phase, and also to limit exposure to takings claims.

Subpart 3. Plan and ordinance review. The procedures for the preparation, review, approval, and adoption of plans and ordinances are set out in this subpart. With the exception of minor modifications to address legislative changes made since establishment of the MRCCA, these procedures are largely unchanged from those in statute, EQB rules, and Executive Order 79-19.

- **Plan and ordinances adoption, review, and approval.** The requirements for plan and ordinance adoption, review, and approval align with the general critical area plan and ordinance review process in Minn. Stat. §§ 116G.04 – 116G.10 (2015) and adopted by the EQB in Minn. R. 4410.9000 through 4410.9400 (2015). As requested by local governments, this subpart does, however, provide greater detail and clarification of the process. Once notified by the DNR under

proposed Minn. R. 6106.0070, subp. 2, local governments will have one year to prepare or amend plans and ordinances for consistency with the MRCCA rules, and will be able to request extensions if needed. Local governments generally felt that this was a reasonable amount of time to complete their plans and ordinances.

- **Underlying ordinances.** Because both the MRCCA ordinance and the underlying standards upon which the ordinance relies must be consistent with each other and the requirements of the MRCCA rules, where a proposed plan or ordinance references underlying zoning standards, those underlying zoning documents must be submitted for review during the plan and ordinance review process.
- **Role of National Park Service in the review process.** The National Park Service was added to the review list for plans and ordinances. The MRCCA became a unit of the National Park System, known as the MNRRA, in 1988, 12 years after the original executive order. Thus, the perspectives of the National Park Service may be relevant to the review process.
- **Failure to adopt a plan and ordinance.** This subpart also establishes provisions for local governments that fail to adopt a plan and ordinance as required by the proposed MRCCA rules, consistent with Minn. Stat. § 116G.09 (2015), Minn. R. 4410.9300 (2015), and Executive Order 79-19. Specifically where a local government fails to adopt a plan and ordinance in conformance with the MRCCA rules, the DNR is authorized to use the procedures set forth in proposed Minn. R. 6106.0070, subp.3.J. to adopt rules on behalf of the local government. This authorization is intended to assure that all portions of the MRCCA are protected in accordance with the proposed MRCCA rules.

Subpart 4. Contents of plans. This subpart is intended to provide guidance to local governments in the preparation and revision of local plans necessary to implement the proposed MRCCA rules.

- **Component of local comprehensive plan.** This subpart requires that the MRCCA plan adopted by the local government be a component of the local government's comprehensive plan. This requirement is intended to ensure coordination between the MRCCA plan and other elements of the local comprehensive plan. Since plans guide local ordinance development and administration, this requirements is also intended to ensure consistency between the local MRCCA ordinance and other local ordinances.
- **Plan contents.** This subpart contains the required contents of local plans necessary to implement the proposed MRCCA rules. These include maps, policies, and implementation provisions to: identify and protect primary conservation areas and public river corridor views, restore sensitive natural areas, minimize conflicts in water surface use, provide for barge facilities and recreational marinas, provide for commercial and industrial water uses and access, provide for recreational facilities and open space, identify potential public access points and trails, and provide for transportation and utility development within the MRCCA.

Subpart 5. Contents of ordinances. The requirements of this subpart are intended to provide guidance to local governments in the preparation and revision of local ordinances necessary to implement the proposed MRCCA rules. As set forth in this subpart, local ordinances are required to be consistent with the requirements of the proposed MRCCA rules, including definitions, administrative provisions,

districts, and minimum standards and criteria. Because existing MRCCA ordinances, as well as shoreland and floodplain ordinances, are generally treated by local governments within the MRCCA as overlay districts, this subpart requires that updated MRCCA ordinances also be structured as overlay districts. The MRCCA ordinance adopted by the local units of government must reference any underlying zoning standards that govern development in a MRCCA district, such as building height.

Subpart 6. Flexibility requests for ordinances. A number of commenters and interest groups requested that the proposed rules include detailed criteria that would allow local governments, under special circumstances, to adopt standards that meet the intent or purpose of the proposed MRCCA rules but that are not necessarily "consistent" with the proposed MRCCA rules as defined in proposed Minn. R. 6106.0060, subp. 3. This so called flexibility provision is based on the flexibility process used effectively for many years in the state shoreland rules. This subpart sets out the special circumstances in which the flexibility provision may be used, lays out the process that a local government must follow to obtain flexibility, and establishes criteria that the DNR will use to evaluate the request.

Subpart 7. Plans and projects for parks and other public lands. While state and regional agencies and other governmental entities owning or managing property within the MRCCA are not required to adopt either plans or ordinances for these properties under the proposed MRCCA rules, they are required to manage their properties in accordance with the proposed rules. This subpart establishes the standards for plans and projects of state and regional agencies and other government entities.

6106.0080 Administrative Provisions for Ordinances

This part consolidates the administrative provisions for local zoning ordinances to ensure their consistency with these rules. As with proposed Minn. R. 6106.0070, many of these provisions are unchanged from Executive Order 79-19, but are spelled out in greater detail in the proposed MRCCA rules. The ordinance provisions were revised to be consistent with other applicable state and federal laws such as those governing local planning set forth in Minn. Stat. Chs. 394 and 462, the Americans with Disabilities Act 42 U.S.C. §§ 12111 *et seq.,* and the Fair Housing Act 42 U.S.C. §§ 3601 *et. seq.*

Subpart 1. Purpose. The purpose of this part is to clearly identify the administrative provisions required to be included in local ordinances adopted pursuant to the proposed MRCCA rules.

Subpart 2. Variances. While the proposed MRCCA rules are designed to assure that the plans and ordinances adopted by local governments are consistent with the requirements in the rules and protect the key resources and features within the MRCCA, requests for variances from local ordinance requirements are a common component of ordinance administration. They are particularly necessary in those instances where development activities cannot be conducted without varying from state and local standards. This subpart is designed to assure that variances addressing such instances are issued in conformance with the requirements of Minn. Stat. §§ 394.27, subd. 7 and 462.357, subd. 6(2) (2015) and address through mitigation the potential impacts of a proposed variance on MRCCA key resources and features. To insure consistent protection of resources and features across the MRCCA, it is reasonable to require mitigation of impacts to these resources in those situations where a variance is granted. Thus, this subpart requires that mitigation is proportional to and bears a relationship to the impact on the affected resource where a variance is granted that adversely impacts an MRCCA resource.

Many local governments currently use similar mitigation systems or place conditions on development to address the consequences of granting variances to developers.

Subpart 3. Nonconformities. This subpart addresses how local governments are to address nonconformities. Nonconformities were a significant concern to local governments, interest groups, and property owners during the rule development process, especially the concern that the proposed rules would create new nonconforming structures, uses, or lots. Throughout the district mapping process and analysis of bluff definition alternatives, the DNR worked closely with local governments to minimize the creation of nonconforming structures, and in some cases to reduce the number of existing nonconformities.

Although the proposed MRCCA rules were drafted to avoid creating legal nonconformities, it is inevitable that the adoption and implementation of these rules will create some legal nonconformities in the MRCCA, primarily nonconforming structures. Minn. Stat. § 116G.15, subd. 2(c) (2015) expressly permits the continuation of legally established nonconformities to the extent they are consistent with Minn. Stat. §§ 394.36 and 462.357, subd. 1e (2015). Where nonconforming principal structures do exist within the MRCCA, this subpart gives local governments the option of allowing limited lateral expansion of the nonconforming principal structure into required setbacks, consistent with defined criteria.

This subpart also clarifies that new structures built in accordance with the setback averaging provisions in proposed Minn. R. 6106.0120, subp. 3, or site alterations such as landscaping, erosion control, and stormwater control structures legally made prior to adoption of these rules, are considered conforming structures and site features.

Subpart 4. Conditional and interim use permits. A conditional use permit is a discretionary permit granted by a zoning authority that allows certain uses in a particular zoning district only after a public hearing and with specified conditions. An interim use permit is similar but zoning authorities can impose time limits on the use. This subpart allows local governments to issue conditional or interim use permits within the MRCCA provided the local government evaluates, assesses, and applies appropriate mitigation for potential impacts on key resources and features that may arise as a result of issuing the permit. Specific mitigation standards are set forth in subpart 5 of this part. This subpart pertains only to those conditional and interim uses specified in the proposed MRCCA rules.

Subpart 5. Mitigation. This subpart establishes mitigation measures intended to offset adverse impacts associated with the issuance of a variance under subpart 3 or an interim or conditional use permit under subpart 4 of this part. Local governments are responsible for determining mitigation measures that are related and proportional to the negative impact of the action allowed by the variance, conditional use, or interim use. Rather than mandating specific mitigation measures, this provision allows local governments to determine the appropriate measures that meet the intent of these rules, provided that the mitigation proportionally compensates for the adverse impact of the approved activity.

Subpart 6. Project information. This subpart contains a list of materials an applicant is expected to submit to apply for a discretionary action or permit required under the proposed MRCCA rules. A discretionary action, as defined in proposed Minn. R. 6106.0050, subp. 21, includes actions that require a hearing under local ordinance or statute.

The applicant must provide the local government with all relevant information that may be needed by the local government to evaluate compliance with the local MRCCA ordinance and the potential impact of the request to determine appropriate mitigation as provided in subpart 5 of this part. The list is not intended to be exhaustive; the designated local government official may determine which of the listed information is necessary for project review or if additional information is necessary to properly evaluate the impact of the requested action.

Subpart 7. Accommodating disabilities. Facilities to accommodate persons with disabilities consistent with state and federal law are permitted within the MRCCA even if inconsistent with the requirements of the proposed MRCCA rules. This subpart recognizes that development within the MRCCA must comply with the Americans with Disabilities Act 42 U.S.C. §§ 12111 *et seq.,* and the Fair Housing Act 42 U.S.C. §§ 3601 *et. seq*. This subpart allows local governments to regulate compliance with these federal requirements by administrative permit, thereby minimizing administrative burdens. This subpart also requires removal of accommodating facilities once the disabled person is no longer using the property.

6106.0090 Incorporations by Reference

The proposed MRCCA rules rely on standards set in a number of guidance documents developed by the DNR, the Minnesota Board of Water and Soil Resources (BWSR) and the Minnesota Pollution Control Agency (MPCA). This section adopts these guidance documents and the standards set in those documents. Rather than repeating the content of these guidance documents in the proposed MRCCA rules, they are included by reference. These documents are readily available through inter-library loan.

6106.0100 Districts

Subpart 1. Establishment of districts. Minn. Stat. § 116G.15, subd. 3, requires establishment of new land use districts within the MRCCA.

Subpart 2. Purpose. Executive Order 79-19 established four land use districts based on generalized land use patterns and natural resources within the corridor 35 years ago:

- Rural Open Space
- Urban Open Space
- Urban Developed
- Urban Diversified

Over time, these four districts have become less consistent with actual development within their boundaries as the region has evolved, and they no longer reflect the diversity of development patterns and resources within the MRCCA.

For example, the “Rural Open Space District” was intended to restrict density in rural areas. However, expansion of urban services such as the metropolitan wastewater system has occurred over the past 30 years in many of these areas, or is currently planned to occur under the Metropolitan Council’s metropolitan regional plan, Thrive MSP 2040 (2014). The “Urban Developed District” was designed for suburban densities, with a 35-foot height limit, which now conflicts with the goals of many suburban communities to create new, high-density town center development that takes advantage of river amenities.

The broad-brush nature of these districts and the inability to update them to reflect changing conditions identified in local land use plans has been challenging for local governments interested in redevelopment and enhancements to their riverfront districts.

As such, the 2009 and 2013 Legislatures directed the DNR to establish new districts within the MRCCA. Minn. Stat. § 116.15, subd. 3 (2015). The DNR is authorized to determine the appropriate number of districts within any one municipality, taking into account municipal plans and policies, existing ordinances, and existing conditions. In establishing the districts the DNR is required to consider: the protection of public recreational and interpretive resources; drinking water supply functions of the Mississippi River; the protection of resources identified in the MNRRA plan and local comprehensive plans; management of the corridor consistent with natural characteristics, existing development and the potential for new development; and protection of scenic, geologic and ecological resources. Minn. Stat. § 116G.15, subd. 3 (2015).

Subparts 3-8. Proposed districts. An important focus of implementing this directive through the rule making process has been to design land use districts that are more responsive to unique resource conditions within the MRCCA and existing and proposed land uses identified in local plans. The DNR began the process of developing district types by examining the landscape character within the corridor including, but not limited to, an evaluation of topography, existing vegetation cover, and existing development patterns. This led to the identification of more than twenty different land types over the 72-mile corridor. Similar land types were then grouped together, reducing the number from twenty to ten. These ten land types formed the basis for the creation of ten draft districts which were developed further for public presentation at multiple venues. After receiving input from work groups, local governments, and other interests, the original ten districts were revised and ultimately consolidated into the six districts described in the proposed MRCCA rules. As outlined in subparts 3 - 8, these six districts include:

- Rural and Open Space (CA-ROS)
- River Neighborhood (CA-RN)
- River Towns and Crossings (CA-RTC)
- Separated from River (CA-SR)
- Urban Mixed (CA-UM)
- Urban Core (CA-UC)

The intent and level of protection for each of the six districts is based on the natural resource values within the district, with the greatest levels of protection in those areas that abut the river and still retain natural features. Greater flexibility is provided in those districts that contain areas with more limited resource values, areas that are separated from the river, and fully developed areas of the two major cities – downtown Minneapolis and downtown St. Paul. This array of districts more accurately reflects the different land uses existing within the MRCCA, current development patterns, and proposed future development. The diversity of the districts supports the different dimensional standards needed to enhance the corridor's character and to protect the resources and features identified for special protection in Minn. Stat. § 116G.15, subd. 1 (2015). For a more detailed description of the district, their boundaries, and their location within the MRCCA see the proposed MRCCA district maps (Exhibit G).

Subpart 9. District boundaries. One shortcoming of Executive Order 79-19 is the static nature of the original four districts. The districts established in Executive Order 79-19 cannot be modified to reflect changes in the MRCCA over the last 35 years. This subpart establishes a process to amend district boundaries. A request to amend the boundaries of a district must meet the amendment criteria to ensure local and state review and to assure that an amendment decision balances resource protection and local control. During rule development, local governments strongly supported the creation of an administrative process to amend district boundaries. Because the physical boundaries of the districts are part of this rule, amendments to district boundaries would need to be made through rulemaking. Since this can be a cumbersome process for boundary adjustments, particularly minor boundary adjustments, the DNR intends to seek statutory changes to Minn. Stat. § 116G.15, to give it the authority to change boundaries by written order of the commissioner, or for expedited rulemaking pursuant to Minn. Stat. § 14.389.

6106.0110 Uses

Subpart 1. Underlying zoning. This subpart provides that uses will generally be guided by a local government's underlying zoning, except for select land uses considered to have potential negative impacts on the MRCCA's resources. The Interim Development Regulations adopted under Executive Order 79-19, which were intended to guide local governments in creating their MRCCA ordinances, restricted a limited number of land uses considered to have potential negative resource impacts. For example, mining and extractive uses were allowed in most districts with screening, and commercial and industrial uses were allowed in all districts with some limitations (i.e., on the landward side of blufflines in urban open space districts).

This subpart updates this list of uses to include: agricultural use, feedlots, forestry, aggregate mining and extraction, river-dependent uses, and wireless communication facilities. For these uses the proposed MRCCA rules provide specific standards and requirements to mitigate negative impacts.

Subparts 2 and 3. Agricultural uses and feedlots. Agricultural uses have a significant potential to impact water quality. There are several areas of agricultural land use within the MRCCA, particularly in the northern and southern stretches of the corridor. Many studies have documented the value of perennial vegetation adjacent to water bodies in protecting water quality. It is also well documented that steeper slopes have a higher potential for erosion, and perennial vegetation can mitigate this erosion potential. (USDA Agricultural Handbook No. 703). To restrict agricultural runoff from moving into the river, this subpart requires perennial vegetation within the highly sensitive shore impact zone and bluff impact zone. The proposed rule is consistent with the state shoreland rules. Minn. R. 6120.3300, subp. 7 (2015). To protect water quality, the proposed rules prohibit new feedlots and manure storage areas within the MRCCA. Existing feedlots must conform to the permitting and design requirements of MPCA's feedlot program as set forth in Minn. R. Ch. 7020 (2015).

Subpart 4. Forestry. Forestry activities, where permitted by underlying zoning, must follow current best management practices set forth in the DNR publication Conserving Wooded Areas in Developing Communities, incorporated by reference in proposed Minn. R. 6106.0090. This manual was developed by DNR and other stakeholders to encourage best management practices to conserve the ecological integrity and function of wooded areas, including habitat preservation, within communities as they are

developed. Application of these best management practices for forestry activities is intended to insure protection of the floodplains, significant existing vegetative stands, tree canopies, native plant communities, and scenic views and vistas.

Subpart 5. Nonmetallic mining. This subpart prohibits new nonmetallic mining within the shore impact zone, bluff impact zone, and required setback areas. There are a number of aggregate mining and extraction operations in the southern portion of the MRCCA. Local units of government had requested the ability to continue to allow some nonmetallic mining through conditional or interim use permits. Consistent with these requests, the standards allow local regulation of nonmetallic mining while minimizing the impact of potential mining and extraction activities within the MRCCA. Both existing mines and any new nonmetallic mines must, however, meet established standards for location, site management, and reclamation. These restrictions are consistent with the Interim Development Regulations adopted under Executive Order 79-19 and existing local government requirements.

***Subpart 6. River dependent uses*.** The MRCCA governing statute presumes that the MRCCA will continues to be used for multiple purposes, including use as a transportation corridor, an economic resource, for water supply, and for storm water and wastewater treatment facilities. Minn. Stat. § 116G.15, subd. 2 (2015). For this reason, river access within certain districts must be maintained and shoreline facilities, private roads, and conveyances serving these uses are exempt from structure setbacks, subject to the provisions of proposed Minn. R. 6106.0180. The standards set out in this subpart apply to these facilities as well as to other parking areas and structures, and the placement of dredged material within the MRCCA. The subpart also makes clear that dredging and placement of dredged material within the MRCCA requires a DNR permit for work in public waters. Additionally, activities in the immediate riverfront area are solely limited to those that must be placed near the river for operational reasons.

***Subpart 7. Wireless communication facilities*.** Local governments currently regulate the placement of wireless communication facilities, including towers. This subpart ensures that these regulations minimize the visual impacts of towers and restricts their placement in sensitive natural areas. Additionally, new facilities must demonstrate that functional coverage cannot be provided through co-location, a lower tower, or a tower located outside the MRCCA.

6106.0120 Dimensional Standards

Subpart 1. Purpose. To protect primary conservation areas from development impacts, this part establishes dimensional standards for structures within the MRCCA.

Subpart 2. Structure height. The height restrictions set out in this subpart are designed to allow development within the MRCCA while protecting "views of and from the river" as directed in Executive Order 79-19 and as set forth in the National Park Service's MNRRA Comprehensive Management Plan. Structure height is one of the factors that varies the most by district, and has been the subject of considerable discussion and public input. In establishing the proposed structure height limitations, the DNR considered a variety of factors, including existing regulations, natural and scenic resources, existing and planned land uses, and standards already in place in local government ordinances.

Heights by district. The proposed rules use a graduated scale for structure height that varies by district depending on the district's character and values intended to be protected:

- **CA-ROS:** The "rural and open space" district has the lowest level of development of all of the proposed districts within the MRCCA. To preserve the rural and open space characteristics of this district and its unique recreational value, a structure height of 35' is proposed for this district. This district includes agricultural and rural residential areas, parkland and natural areas adjacent to the river. This height is intended to keep structures at or below the level of the treeline and is consistent with height restrictions in most of the local zoning standards that apply in these areas.

- **CA-RN:** A 35-foot height limit is proposed for the predominantly residential "river neighborhood" district. The height limit is intended to allow a two-story single-family dwelling without breaking the top of the treeline. This height restriction is consistent with existing structure heights in residentially zoned neighborhoods and height restrictions in most of the local zoning standards that apply in these areas.

- **CA-RTC:** The "river towns and crossings" district includes existing historic commercial areas, commercial nodes at bridge crossings, and existing institutional campuses that predate the establishment of the MRCCA. In this district, a maximum 48-foot height limit is proposed, with tiering of structures away from the river and blufflines to protect public river corridor views. Taller buildings may be allowed by conditional use permit, using the criteria set out in this subpart. The use of conditional use permits to deviate from established height requirements in this district provides an additional level of flexibility for local governments as well as opportunities for public review.

  The height limit was chosen for consistency with existing structures within the proposed districts in order to prevent or minimize nonconformities. This height would allow a three-to-four story commercial, mixed use or residential building. This standard is generally consistent with local plans and ordinances

- **CA-SR:** The "separated from river" district includes non-riparian land that is separated from the Mississippi River by distance, development, or transportation infrastructure. Because of this separation, underlying zoning standards govern height, with the stipulation that structure height must be compatible with the existing treeline, where present, and surrounding development.

- **CA-UM:** The "urban mixed" district includes many industrial, commercial, and mixed use areas, as well as areas in transition to a more urbanized and mixed use character. Structures of up to 65 feet in height are proposed in this district, compatible with existing and planned development. As with the "river towns and crossings" district, tiering of structures away from the river and blufflines is required to minimize interference with public river corridor views, and taller buildings may be allowed by conditional use permit provided they meet the criteria set out in this subpart.

- **CA-UC:** The urban cores of both Minneapolis and St. Paul are highly developed, with redevelopment planned in the future. In the "urban core" district that applies to these areas, height is governed by underlying zoning standards, with consideration given to building placement to minimize visual impacts of new development.

Measurement methods. To assure consistency across the MRCCA, this subpart establishes a protocol for measuring structure heights across the MRCCA. Height is measured relative to the Mississippi River. Since managing the impact of development on river views is a high priority for the MRCCA program, structure height is measured from the side of the structure facing the river.

Exempt structures. The DNR is allowed by statute to provide exceptions to guidelines and standards governing individual districts. Minn. Stat. § 116G.15, subd. 4 (2015). Subpart 2 recognizes the need to exempt certain properties from the height requirements for individual districts. Part 6106.0180 of the proposed MRCCA rules lists the types of structures that would be exempt from the height requirements of this subpart. These exemptions are based on exceptions that already exist in local MRCCA ordinances, and on stakeholder input during the rulemaking process.

Conditional use permit criteria. A conditional use permit is a discretionary permit granted by a zoning authority that allows certain uses in a particular zoning district only as permitted by the zoning authority and with specified conditions. In two of the districts (CA-RTC and CA-UM) structures with heights exceeding the building height requirements of the district may be allowed by conditional use permit. This subpart sets out the criteria that should be used by local governments when determining whether to grant a conditional use permit allowing deviation from these height requirements. The criteria are designed to assure that the visual impact of buildings that are proposed to exceed the height limits are minimized to the greatest extent possible, and provide examples of techniques that can be used to minimize the visual impacts of the proposed buildings. These provisions are designed to inform and guide local governments in their consideration of conditional use applications.

Subpart 3. ***Location of structures.*** Structure setbacks from the river and from bluffs are essential to protect the natural resource values of primary conservation areas and to protect public safety across the MRCCA. The proposed setback requirements will result in minimal changes to zoning requirements already in place in local MRCCA ordinances. Specific setback requirements imposed by the rule include:

OHWL setbacks and the shore impact zone. A near shore area is a sensitive and complex natural system that sustains fish and wildlife and protects the water body from erosion and non-point pollution. This subpart establishes setback requirements from the Ordinary High Water Level (OHWL) and prohibits structures and impervious surfaces in the particularly sensitive shore impact zone (the area located halfway between the OHWL and required OHWL setback as defined in proposed Minn. R. 6106.0050, subp. 68) to protect these vital resources.

Setbacks from the OHWL were originally set out in Executive Order 79-19. These setbacks were the subject of much discussion and concern during the rulemaking process. One of the primary concerns was the possible creation of nonconforming structures. The DNR evaluated a variety of potential setback standards, including the Interim Development Regulations in Executive Order 79-

19, standards currently contained in local ordinances, statewide shoreland rules, community plans, park plans, natural resource inventory data, and existing development patterns. The DNR also considered the existing character and development pattern within each proposed district.

OHWL setbacks by district. Setbacks from the OHWL vary by district:

- **CA-ROS:** The "rural and open space" district contains the greatest concentration of native plant communities and other riparian habitat to be protected, and is the least developed of all districts. The proposed setback is 200 feet from the OHWL. This setback is the same as river setbacks for the "rural open space" district in the Interim Development Regulations in Executive Order 79-19 and is consistent with many existing local ordinances. The shore impact zone for this district is 100 feet from the OHWL.
- **CA-RN:** The proposed setback for the "river neighborhood" district, which is primarily residential in character, is 100 feet from the OHWL, with a shore impact zone of 50 feet from the OHWL. This standard was based on river setbacks for the "urban developed" and "urban open space" districts in the Interim Development Regulations in Executive Order 79-19. This standard is also consistent with many existing local ordinances in these areas and the standards for urban rivers in the statewide shoreland rules.
- **CA-RTC:** The proposed setback for the "river towns and crossings" district is 75 feet from the OHWL, with a shore impact zone of 37.5 feet from the OHWL. This standard is consistent with existing development patterns and planned redevelopment within the district. The standard is also consistent with standards set in the state shoreland rules for unsewered general development and sewered recreational development waters.
- **CA-SR:** There is no land in this district with riparian frontage on the Mississippi River and thus setbacks are governed by underlying zoning. A few properties in this district are located on a backwater of the Vermillion River, a key tributary of the Mississippi River, with a required setback of 75 feet and a shore impact zone of 37.5 feet. Setbacks from key tributaries are discussed below.
- **CA-UM:** In districts classified as "urban mixed," which feature largely developed or redeveloping urban areas, the proposed setback is 50 feet from the OHWL, with a shore impact zone of 25 feet. This setback is consistent with the standards in the statewide shoreland rules for sewered urban rivers.
- **CA-UC:** In the intensively-developed "urban core" district, setbacks are governed by underlying zoning. The intent is to allow these areas to develop and redevelop riverfront uses consistent with historical patterns of riverfront use. This standard was adopted to protect the character of these urban riverfronts and to respond to interest expressed by the cities of Minneapolis and Saint Paul to bring activity to the riverfront through recreational and river-oriented commercial development that improves public access to the river.

Setbacks for key tributaries: Areas of confluence between key tributaries and the Mississippi River are identified as key resources in the MRCCA enabling legislation. Minn. Stat. § 116G.15,

subd. 5 (2015). While the statute does not name specific tributaries, the DNR, with input from local governments and interest groups, identified the Crow, Minnesota, Rum and Vermillion rivers as the key tributaries with confluences with the Mississippi River within the MRCCA. These four watercourses are the only major rivers with a confluence with the Mississippi River within the MRCCA. Because not all communities have enacted shoreland protection as required by statute for those tributary rivers, it is important to provide comparable protection for those portions of these tributaries that lie within the boundaries of the MRCCA.

The proposed setbacks for these tributaries are consistent with the state shoreland and scenic river standards, and with setbacks currently in place in local zoning ordinances. The setbacks for these tributaries are controlled by the MRCCA district in which they lie. The 150-foot setback in the "rural and open space" district (CA-ROS) is consistent with the Wild and Scenic River setback for scenic rivers. *See* Minn. R. 6105.0110, subp. 3.B. (2015). The 75-foot setback in the "river neighborhood" (CA-RN), "river towns and crossings" (CA-RTC), and "separated from river" (CA-SR) districts is consistent with the state shoreland rules setbacks for unsewered general development and sewered recreational development river segments. Minn. R. 6120.3300, subp. 3 (2015).

Bluff setbacks and the bluff impact zone. The MRCCA contains major geological bluff features that are prone to erosion and natural instability. Bluff failure and erosion are significant concerns in the MRCCA, as evidenced by slope failures in recent years in Mendota Heights, Mendota, Lilydale, and Minneapolis. Bluff setback requirements are necessary to protect steep, unstable slopes, to limit the visual impact of structures on scenic resources, to protect property investments, and for the health, safety and welfare of the public. Setbacks can prevent severe environmental consequences such as slope failures and ongoing problems such as erosion.

The prohibition of structures within a certain distance from the top edge of a bluff (the bluffline) promotes bluff stability by minimizing disturbance, maintaining natural vegetation, and preventing excessive runoff. Setbacks are commonly used to address runoff from the top of a bluff and land alteration that can exacerbate instability, while protecting structures from dangers of slope failure. This rule also assures uniform bluff setback requirements across the MRCCA corridor, a concern raised by local units of government. Subpart 3 establishes both a bluff impact zone and a bluff setback within the MRCCA corridor. The bluff impact zone includes the bluff and an area within 20 feet of all sides of the bluff as defined in proposed Minn. R. 6106.0050, subp. 9. The construction or expansion of structures within this highly sensitive area is prohibited. The bluff setback area extends back from the bluffline. Development between the bluff impact zone and the bluff setback line is restricted but is not necessarily prohibited (see Exemptions below).

Bluff setbacks by district. The width of the bluff setback varies across the districts:

- **CA-ROS:** The greatest bluff setback, 100 feet, is proposed in the" rural and open space" district, an area characterized by public parklands and rural residential development. This standard is derived from the standards for the rural open space district in the Interim Development Regulations in Executive Order 79-19, and is also consistent with setback standards in many local ordinances in these areas.

- **All Other Districts:** A 40-foot bluff setback is proposed for all other districts in the MRCCA. The 40-foot setback was designed to accommodate disturbances that commonly occur during construction while, at the same time, protecting an undisturbed area at the top of the bluff. This 40-foot setback requirement is derived from the standards for the "urban open space", "urban developed", and "urban diversified districts" in the Interim Development Regulations in Executive Order 79-19. This standard is also consistent with the bluffline setback in Minn. R. 6105.0110, subp. 3 (2015) for wild rivers and with standards set by many local ordinances.

Exemptions. The DNR is allowed by statute to establish exceptions to guidelines and standards governing individual districts. Minn. Stat. § 116G.15, subd. 4 (2015). Subpart 3 recognizes the need to exempt certain uses and activities from the bluff setback requirements for individual districts. These uses and activities are listed in proposed Minn. R. 6106.0180. These exceptions are designed to address uses, structures, and activities that cannot meet the river or bluff setback requirements and serve their intended purpose.

Setback averaging. In developed areas there are multiple structures in place that predate these proposed rules and that may be inconsistent with the proposed OHWL and bluff setback requirements. This subpart allows local governments to use setback averaging where principal structures exist on adjoining lots on both sides of a proposed building site. In these cases the minimum setback can be altered to equal the average of the setbacks of the adjoining lots provided no impervious surface or structure is allowed in the shore impact zone or bluff impact zone. This allows equitable treatment for the new development and helps maintain a consistent community character. This averaging mechanism was derived from a similar standard in the state shoreland rules and is needed to provide flexibility and to minimize concern over nonconformities.

Subsurface sewage treatment systems. A river setback standard for subsurface sewage treatment systems is necessary to protect water quality. Consistent with standards in the state shoreland rules, this section adopts a 75-foot setback standard for subsurface sewage treatment systems.

Subpart 4. Standards for new lots. With the exception of the "rural and open space" district (CA-ROS), new lots in conventional subdivisions are subject to underlying zoning requirements for both lot area and width. In the CA-ROS district, however, new lots abutting the Mississippi River must be at least 200 feet in width, unless alternative design methods are used (i.e., conservation subdivision or similar methods). The 200-foot width standard is similar to (and in some cases less than) the standards currently in place in townships in rural areas in the southern stretch of the MRCCA. Undeveloped land in this district, if developed at a large scale with small riparian lots, could threaten habitat, ecosystem functions, water quality, and the scenic and rural character that defines this district.

In all cases, new lots must have adequate buildable area to comply with the setback requirements in subpart 3 so as not to require a variance in the future. The term "buildable area" for any given lot does not include sensitive natural areas, lands below the OHWL, rights-of-way, and other areas typically restricted from development by local ordinance as defined in proposed Minn. R. 6106.0050, subp. 11. This is a common requirement in most local zoning ordinances.

6106.0130 General Development Standards for Public Facilities

There are a number of unique public facilities within the MRCCA corridor, many of which are owned or managed by state or regional agencies and are not subject to local zoning requirements. This part provides detailed standards for specific types of public development within the MRCCA.

Subparts 1-2. Purpose and scope and definition of "public facilities". These subparts establish the purpose of providing differing standards for public facilities and clarify which public facilities are covered by the standards. Public facilities include public infrastructure, transportation, and recreational facilities. The rule is designed to provide some degree of flexibility for such facilities given the services, amenities, and community benefits they provide, but still require best management practices to protect the MRCCA's key features and resources.

Subpart 3. General design standards. This subpart sets forth general design standards applicable to all public facilities. As a matter of equity, to preserve the character of the MRCCA, and to protect the identified resources, many of the standards that local governments are expected to incorporate in their local zoning ordinances are also expressly made applicable to these public facilities. Public facilities are also required to comply with Best Practices for Meeting DNR General Public Waters Work Permit GP-001. These entities are exempted from obtaining local permits but are required to comply with the standards that such permits would impose.

Subparts 4 - 7. Standards for select public utility and transportation facilities. Design and development standards for transportation facilities and utilities are set out in subparts 4 through 7. These standards apply to public road right-of-way maintenance standards, crossings of public water or public land, public utility placement, roads and railroads. These facilities are for the public benefit and are likely to receive high levels of use. Therefore, where these facilities abut more than one district, the rules apply the standards of the less restrictive district. These standards are largely consistent with those in the Interim Development Regulations in Executive Order 79-19.

Subpart 8. Standards for public recreational facilities. Public recreational facilities must also comply with the proposed development standards within the MRCCA in order to avoid or minimize negative impacts to the resources that the MRCCA designation is intended to protect. Negative impacts may include erosion, increased bluff instability, and damage to near shore habitat.

- **Buildings and parking lots.** Public recreational facilities, such as parks, within the MRCCA are uniquely positioned to serve a public benefit within the corridor by providing public access to MRCCA resources. Allowing the construction of buildings and parking lots in areas that have the potential to affect scenic and natural values runs counter to the public interest. There is no public need to allow public buildings and parking lots to be located closer to the river and bluffs than private facilities. Therefore, these buildings and parking facilities must meet the dimensional standards for private development in proposed Minn. R. 6106.0120 unless the facility has been granted an exception to those standards in proposed Minn. R. 6106.0180.
- **Roads and driveways.** While public access to the natural and undeveloped areas within the MRCCA provides an important public benefit, access points such as roads and driveways should be designed to minimize runoff and negative impacts to vegetation. Therefore, roads and

driveways providing access public recreational facilities are prohibited in the bluff impact zone and shore impact zone, except in cases where no alternative placement is available to provide access to the site.

- **Trails, access paths, and viewing areas.** Trails, access paths, and viewing areas are key features providing public access to and views of the river and bluffs. To permit public enjoyment of the MRCCA resource, these facilities must frequently be placed within the bluff impact or shore impact zones. The best management practices in *Trail Planning Design and Development Guidelines*, incorporated by reference under proposed Minn. R. 6106.0090, must be used when designing and constructing these facilities within the MRCCA. These guidelines are designed to mitigate adverse impacts from these types of facilities on natural and scenic resources. Because of the high potential for erosion and associated slope failures that can result from construction of hard surface trails, this subpart prohibits the placement of hard surface trails on bluff faces with a slope exceeding 30% -- the steepest slopes in the MRCCA.
- **Water access facilities.** Water access facilities, including boat ramps, carry-in sites, and fishing piers, are key features providing public access to the river. To allow public enjoyment of the MRCCA resource, these facilities must be placed within the shore impact zone. The best management practices in the *Design Handbook for Recreational Boating and Fishing Facilities,* incorporated by reference in proposed Minn. R. 6106.0090, must be used when designing and constructing these facilities. The guidelines in this handbook are designed to mitigate adverse impacts from these types of facilities on natural and scenic resources. Additionally, water access ramps must be constructed to comply with Minn. R. 6115.0210 and Minn. R. 6280.0250 (2015).
- **Public wayfinding and interpretation devices.** Public wayfinding and interpretive devices are designed to facilitate the public's use and enjoyment of recreational facilities within the MRCCA. The proposed MRCCA rules allow public interpretive or directional signs and kiosks in the bluff and shore impact zones to assist in wayfinding and interpretation, provided visual impacts and disturbances are minimized.

6106.0140 General Development Standards for Private Facilities

Subparts 1-3. Purpose, definition of "private facilities", and general design standards. "Private facilities," including private roads, driveways, parking areas, water access, viewing facilities, decks and patios, and signs, all have the potential to negatively impact the resources intended to be protected by the MRCCA designation. Many of these facilities are constructed with impervious materials that increase runoff and, therefore, have the potential to adversely impact water quality and decrease bluff stability. Additionally, constructing these facilities can adversely affect adjacent vegetation, which in turn can impact both bluff stability and scenic vistas within the corridor. Conversely, these types of facilities provide residents and businesses with needed access to the river and other amenities. This section sets out standards for the private development of roads, driveways, parking areas, water access and viewing facilities, decks and patios, and signs within the MRCCA. The standards proposed for these facilities are similar to those proposed for public facilities in proposed Minn. R. 6106.0130, but are adjusted to address the particular needs of residents and businesses. The proposed rule also attempts to

balance those needs with the need to protect the corridor's natural, scenic, and recreational values. These standards are intended to serve as minimum standards.

Subp. 4. Private roads, driveways, and parking areas. Private facilities are required to meet the land alteration, vegetation, and stormwater management requirements set forth in proposed Minn. R. 6106.0150 and 6106.0160. Additionally private roads, driveways, and parking are required to meet structure setback requirements set forth in proposed rule 6106.0120 and may not be placed in either the bluff impact zone or the shore impact zone, except where necessary for access to shoreline facilities, river-dependent uses, and subdivisions, as specified in proposed rule 6106.0180. These facilities are also required to use natural vegetation and topography to reduce their visibility.

Subpart 5. Private water access and viewing facilities. The proposed MRCCA rules recognize the need for riparian property owners to have facilities such as access paths, water access ramps, stairways, lifts and landings to access the river, and also recognize the need to regulate the construction and design of these facilities to reduce their negative impacts on the public resources the MRCCA designation is intended to protect. Additionally, many local governments, particularly in the northern part of the MRCCA, requested that DNR provide clear design standards for these facilities.

- **Access paths, staircases, lifts and landings**. This subpart establishes design criteria for access paths, staircases, lifts and landings to ensure that riparian property owners are able to access the river with minimal disruption to sensitive bluffs and shoreline areas. The standards for these facilities are consistent with those found in the state shoreland rules. *See* Minn. R. 6120.3300, subp. 4 (2015).
- **Water access ramps.** The standards proposed for private water access ramps are similar to those proposed for public access ramps. The best management practices in the *Design Handbook for Recreational Boating and Fishing Facilities,* incorporated by reference in proposed Minn. R. 6106.0090, must be used when designing and constructing these facilities. The guidelines in this handbook are designed to mitigate adverse impacts from these types of facilities on natural and scenic resources. Additionally, water access ramps must be constructed to comply with Minn. R. 6115.0210 and Minn. R. 6280.0250 (2015).
- **Water-oriented accessory structures**. The standards proposed for water-oriented accessory structures are similar to, but more restrictive than the standards in the state shoreland rules, since these standards are based on evaluation of typical lot and structure sizes in the river corridor which show a higher density or more intensive development pattern than that in most shoreland areas.

Subpart 6. Decks and patios in setback areas. Decks and patios were an important issue for many riparian property owners who have purchased property on the river with the intent to be able to view and enjoy the river from their deck and/or patio. These rules are intended to permit decks and patios to be placed to permit enjoyment of the MRCCA attributes while minimizing their impact on the MRCCA resources and the public's enjoyment of those public resources. The standards proposed in this subpart give local governments the flexibility to allow minimal encroachment into the required setbacks from the OHWL and from blufflines without a variance, provided the encroachment is limited to 15 percent of the required setback and is limited in size based on a formula that takes into account the lot width.

Because of safety concerns, encroachment is prohibited into the bluff impact zone. The proposed rule is a modification of Minn. R. 6120.3300, subp. 3.J (2015), adapted to recognize the more intensive development patterns and the typical placement and size of existing decks and patios on residential lots within the MRCCA.

Subpart 7. Private signs. There are a number of businesses that use off-premise advertising signs or directional signs for patrons accessing their business by watercraft. It is widely recognized that these types of signs, if unregulated, may adversely impact scenic views within the MRCCA. Throughout the rulemaking process, stakeholders expressed concerns about signs and billboards in the MRCCA. Stakeholders were particularly concerned that the proposed standards should not weaken existing protections.

- **Off-premise advertising signs.** The standards set forth in Executive Order 79-19 currently provide that signs "must not be visible" from the river. This subpart modifies the Executive Order 79-19 standard by requiring that off-premise signs must meet setback standards and height limits and must not be "readily visible" from the river as defined in proposed Minn. R. 6106.0050, subp. 60. This modification was made because many local governments have struggled with determining how the "must not be visible" standard can be met. Some stakeholders have contended "must not be visible" means that the sign should not be visible from anywhere in the corridor at any time of the year. This standard is impossible to meet and is not reasonable in those portions of the MRCCA where there is already intensive development. For this reason the standard was modified to prohibit signs that are "readily visible". This standard ensures that signs are not so visible that they are dominant or readily noticed features of the river vista.
- **Directional signs for patrons arriving at a business by watercraft.** This subpart also recognizes that directional signs for watercraft, such as marina signs, are important for directing river traffic. These signs are, therefore, permitted within the MRCCA but limited in size and lighting to avoid dominating the river view. The standards for wayfinding signs was derived from the state shoreland rules, Minn. R. 6120.3300, subp. 10.C (2015), and are largely performance-based.

6106.0150 Vegetation Management

Vegetation in the MRCCA plays an important role in slowing storm water runoff, preventing erosion, filtering nonpoint source pollution, preventing establishment of invasive species, protecting habitat, maintaining stability of bluffs and steep slopes, and maintaining corridor character consistent with each management district.

Executive Order 79-19 relied on this principal to protect the important resource values of the MRCCA. Executive Order 79-19 prohibits clearcutting on the slope or face of bluffs and areas within 40 feet landward from blufflines, as well as on islands and public recreation areas. In other sensitive areas, Executive Order 79-19 regulates clearcutting through a variety of performance standards. Clear cutting is a forest management term and is adopted in Executive Order 79-19 to prohibit the removal of an entire stand of trees or shrubs. Under Executive Order 79-19 selective cutting of trees greater than 4 inches in diameter is permitted if continuous cover is maintained. Selective cutting, another forest

management term, is used in Executive Order 79-19 to establish the management practice of removing single scattered trees or shrubs throughout a stand of trees or vegetated area. Executive Order 79-19 has no provision for protecting riparian vegetation, an important element for both water quality and ecosystem health.

The use of these forest management concepts has not served the MRCCA particularly well, especially in developed areas, which are different from traditional forestry settings. Also, vegetation management standards across the MRCCA are inconsistent and do not adequately protect important MRCCA resources or public safety. Most local MRCCA ordinances currently include provisions prohibiting clearcutting as required by Executive Order 79-19; beyond this, they vary considerably. In many local MRCCA ordinances it is not clear what vegetation management activities are allowed where and what vegetation management practices are restricted. As a result, expectations for administration and enforcement of vegetation management across the MRCCA are unclear.

Additionally, the removal of riparian vegetation is not specifically addressed, either in the executive order or in most local MRCCA ordinances. These deficiencies become especially problematic when property owners clear vegetation on riverbanks or in areas that are highly visible from adjacent property or property across the river. Not only does this adversely impact views in the MRCCA, but removal of riparian vegetation adversely impacts water quality, increases the likelihood of shoreline erosion, decreases habitat, and adversely impacts aquatic ecosystems.

From an ecological perspective, maintaining shoreline vegetation is very important, as riparian zones are the interfaces between terrestrial and aquatic ecosystems and support many ecological processes and plant communities.[11] The nearshore areas adjacent to lakes and rivers are considered among the richest zones for aquatic organisms, mammals, and birds.[12] Maintaining riparian vegetative is also beneficial to water quality because it filters and reduces nutrient and sediment pollution and mitigates temperature increases.[13] It is also well documented that steeper slopes have a higher potential for erosion, and perennial vegetation can mitigate this erosion potential by stabilizing soils.[14]

Local government staff regularly receive complaints about the removal of riparian vegetation but have a limited ability to address the problems because of vague ordinance language and the lack of enforcement mechanisms.

The proposed vegetation management standards were developed in close collaboration with local governments, resource professionals, and other interests, including private property owners. These standards seek to correct current regulatory deficiencies and improve vegetation protection by designating specific areas on the landscape for protection and adopting stronger performance

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[11] Gregory et al. 1991

[12] Castelle et al. 1992

[13] Castelle et al. 1994

[14] U.S. Department of Agriculture. 1997

standards. The rules establish a vegetation permit system and restoration requirements for vegetation removed in violation of the permit. The rules also eliminate the concept of "clearcutting" by relying instead on the concept of "intensive vegetation clearing." The concept of "selective vegetation removal" replaces the concept of "selective cutting."

Subparts 1 and 2. Purpose and applicability. These subparts clarify the purpose of the proposed vegetation management standards and where they apply. Because of its forestry-based framework, Executive Order 79-19, and most local ordinances adopted in accordance with the executive order, do not adequately protect vegetation in riparian areas. While the proposed vegetation standards continue the practice established in Executive Order 79-10 of prohibiting intensive vegetation clearing in the bluff impact zone, the standards also prohibit intensive vegetation clearing in shore impact zones, land within 50 feet of a wetland or natural drainageway, areas of native plant communities, and other areas of significant vegetation identified by local governments in their MRCCA plans. Maintaining vegetation in these sensitive areas provides habitat for fish and wildlife and protects against erosion and subsequent runoff related water pollution, including sediment and nutrients, and maintains the scenic qualities of the corridor.

Subpart 3. General provisions. Specific standards and permitting requirements for vegetation clearing across the MRCCA are set forth in this subpart.

- **Limits on intensive vegetation clearing; activities that are prohibited and activities that require a permit**. Intensive clearing, regardless of the purpose, disrupts soil stability and increases the risk of soil erosion, sedimentation, and nutrient loading into drainage systems and surface waters. While activities such as removal of diseased, dying or hazardous vegetation, or restoration and erosion control projects are usually beneficial, the manner in which these activities are conducted may increase the risk of soil erosion and sedimentation. For this reason, intensive vegetation clearing is generally prohibited across the MRCCA, while some intensive vegetation clearing is allowed by local permit, to be issued by a local government or resource agency, such as a soil and water conservation district. Requiring a permit for these activities ensures guidance by qualified professionals and use of appropriate management practices to reduce the risk of erosion and water pollution.
- **Vegetation removal without a permit**. The proposed MRCCA rules do, however, allow some types of limited vegetation removal without a local permit. These limited exemptions were requested by local governments and property owners, and are intended to clarify the scope of the regulations and to reduce administrative burdens to local governments. Thus, activities that are considered a part of routine property management are permitted without a permit, including: selective removal of diseased, dying or hazardous vegetation, maintenance of existing yards, and gardening. Agricultural and forestry activities that meet the standards in proposed Minn. R. 6106.0110, subp. 2 through 4 are also allowed without a permit
- **Vegetation height**. Local governments are prohibited from restricting the height of groundcover vegetation in the shore impact zone, on land within 50 feet of a wetland or natural drainage way, in native plant communities, and in other areas of significant vegetation identified by local governments in their MRCCA plans. The intent of this provision is to prevent application

of local "weed" ordinances in areas where natural vegetation is desirable for achieving the purposes of these rules.

Subparts 4 and 5. Permit process and conditions. The vegetation management permit is a new concept in the MRCCA. The permit concept was adopted to more closely manage vegetation and vegetation removal across the MRCCA, to assure the process of removal does not further damage sensitive resources, and to provide flexibility to local governments to design and permit vegetation removal on a site specific basis. Local governments have the option of adopting and managing the permit program themselves or of delegating the management of the permit program to an existing process or to a resource agency or other qualified agent. To assure non-degradation across the MRCCA, intensive vegetation clearing is only allowed by permit and is only allowed under limited specified conditions. Performance standards or best management practices for vegetation management permits are set out in subpart 5. These standards include erosion and sediment control practices. These standards are required to be included as conditions in the permit. Other performance standards include measures to:

- Minimize disturbance to or removal of natural vegetation.
- Assure that an engineer or resource agency determines that site conditions are suitable for the proposed clearing activity. This is particularly important for work in bluff areas and areas near water or with a high water table.
- Minimize the visual impact of clearing by blending clearing with surrounding terrain.
- Given the limited number of remaining native plant communities in the corridor, assure that any native plant communities removed are replaced with vegetation of equivalent quality and establish priority locations for restoration of native plant communities.
- Require replacement of other removed vegetation with natural vegetation to the greatest extent practicable, particularly on bluffs, steep slopes, areas requiring soil stabilization, shorelines, and where natural vegetation provides some ecological services and enhances the scenic character of the corridor.

Subpart 6. Vegetation restoration plan requirements. Because of the importance of vegetation to the preservation of the MRCCA and its ecological and natural systems and to public health, vegetation restoration is required in all instances where vegetation has been removed without a permit where one is required, or upon failure to comply with an existing permit condition. Restoration is required to be conducted according to an approved restoration plan designed by a qualified individual. The plan must include vegetation that provides suitable habitat and effective soil stability, runoff retention and infiltration; and includes a maintenance plan. This provision, along with the permit program, provides local governments with a mechanism to require and enforce restoration activities.

6106.0160 Land Alteration and Storm Water Management Standards

Uncontrolled land disturbance near water increases the probability of sediment and phosphorus pollution to surface waters.[15] Small construction sites are a large source of sediment erosion, yielding up to 10 times the typical loads from rural and urban land uses.[16] Executive Order 79-19 requires that all land alteration activities be regulated by local governments according to best management practices that were typical in the 1970s. Executive Order 79-19 does not regulate storm water runoff, storm water management structures, or erosion control structures such as retaining walls and riprap. Regulations adopted pursuant to Executive Order 79-19 for land alterations are overly broad and apply the same management practices across the MRCCA, regardless of the proximity of the alteration to sensitive natural resources. The erosion control practices of the 1970s era do not provide adequate resource protection consistent with contemporary development and, in most cases, are less protective than current local government regulations.

Most local governments have adopted land alteration and storm water management regulations consistent with standards developed by the relevant watershed management authority and/or the National Pollution Discharge Elimination System (NPDES)/State Disposal System (SDS) permits for construction activities. The minimum land disturbance threshold triggering a local land alteration permit varies considerably across the MRCCA. The majority of communities in the MRCCA do not require a land alteration permit until at least 10,000 square feet of soil are disturbed. No community requires a permit for all land alteration activity, as required by Executive Order 79-19. The minimum impervious surface threshold triggering a local storm water permit also varies considerably. One acre is the most common threshold, as this is consistent with the NPDES/SDS permit for construction-related activities. Most communities do not vary their land alteration or storm water requirements based on proximity to sensitive natural resources.

While most local regulations include contemporary best management practices, they do not regulate small to medium size land disturbance activities (i.e. disturbing less than 10,000 square feet), which can occur in sensitive bluff and near shore areas. Thus, there is often no permitting oversight in the most sensitive areas in the MRCCA.

In response to identified erosion problems, especially in the northern reaches of the corridor, erosion control structures have been used to stabilize riverbanks and reduce erosion. The Anoka Conservation District, for example, found that most of the erosion problems along the Coon Rapids Dam Pool occur on public land containing few erosion control structures, while few erosion problems are found on private shores protected by manmade features such as rip rap and retaining walls.[17] In the Coon Rapids Dam pool, riprap has been shown to be effective in controlling erosion at the toe of the slope. Riprap can also be effective in reducing sediment loading to the river. However, many of these features were

[15] Walsh. 2005.

[16] Owens. 2000.

[17] Anoka Conservation District. 2012.

constructed without DNR approval or a work in public waters permit as required by Minn. Stat. § 103G.245, subd. 1 (2015). The work in public waters permit is intended to ensure that work or alterations to a public water below the OHWL do not obstruct navigation or water flow or negatively impact aquatic and near shore habitat. There are many instances where retaining walls and riprap have been installed at a scale significantly larger than that needed to correct erosion problems. The overuse of these mechanisms negatively impacts both riparian vegetation and habitat. (See Figure 12.)



Figure 12. Example of riprap installation extent greater than needed to control erosion, with significant impacts on riparian vegetation and habitat.

Management of activities located further from the shoreline can also significantly reduce storm water runoff. It is well documented that increases in impervious surfaces on the landscape affect both water quantity and quality. Negative impacts to the water quality of a river or stream typically occur when the impervious coverage of the watershed approaches 10 to 15%.[18] Increased storm water runoff can affect the stability of slopes and bluffs and give rise to significant safety concerns.

The improper placement of storm water facilities can also increase the risk of slope failure. When placed on or near the tops of slopes, infiltration of storm water can saturate the soil around and below the facility, which can increase slope instability. High intensity rainfall events may load slopes, filling soil pores and reducing the capacity of soil to infiltrate water. Geologic factors are important factors in slope stability but the presence of saturated soils that receive additional, intense precipitation increases the risk of instability and failure.[19]

Subpart 1. Purpose. This part establishes standards to protect sensitive resource areas from disturbance and adopts a permitting process to regulate both land disturbance and storm water runoff in sensitive bluff and shore areas to prevent the negative impacts associated with these types of disturbances, including degradation of water quality and bluff instability.

Subpart 2. Definitions. This part rule relies on the following terms:

- "Water quality impact zone" is used to identify areas at risk of erosion and of transmitting sediment into a public water. It includes the shore impact zone.
- "Fully reconstructs" refers to the reconstruction of existing impervious surface. The definition is consistent with the definition used by MPCA's Minimal Impact Development Standards (MIDS)

[18] Schueler et al. 1994.

[19] Jennings. 2015.

program, a voluntary program that encourages local governments to adopt higher development standards for storm water management.

- "Storm water management facility" is any facility that collects, conveys, treats or disposes of storm water. This definition is consistent with the Minnesota Stormwater Manual.

Subpart 3. Land alteration. Because of the importance and sensitivity of both the bluff impact zone and the water quality impact zone, this subpart establishes standards for their ongoing protection.

Bluff Impact Zones. Bluffs are especially susceptible to erosion and potential failure (see pages 22 to 28 on bluffs). Prohibiting land alteration activities that could destabilize bluffs reduces erosion risks and helps protects public bluffs from slumping or failure. Thus, Supb. 3.A. prohibits all land alteration activity in the bluff impact zone except as authorized by local permit. Permissible exceptions are limited to those activities, approved by local government or the appropriate resource agency, necessary for erosion control management or for the repair and maintenance of existing structures.

Water Quality Impact Zones. Land alterations, as defined, particularly within the water quality impact zone, have the potential to increase sedimentation and nutrient pollution in adjacent water bodies. This subpart is intended to prevent or decrease sediment and nutrient pollution within the MRCCA due to land alteration by using a permitting process and best management practices. Subpart 3.B. requires a local permit for activities in the water quality impact zone involving the alteration of more than 10 cubic yards of materials or an alteration of an area greater than 1,000 square feet. Activities in the water quality impact zone within the MRCCA are not currently regulated by most local governments. This permit requirement gives local government oversight over alteration activities, requires the use of best management practices, and thus reduces risks of erosion and water pollution. The 1,000 square foot threshold adopted in the rule is consistent with standards applied by the Capitol Region Watershed District.

Subpart 4. Rock riprap, retaining walls, and other erosion control structures. In-stream and streambank erosion control structures such as riprap and retaining walls can positively reduce the impacts of erosion, but these structures may also negatively impact stream and bank habitat in certain situations. Therefore, subpart 4 allows these structures in the bluff impact and water quality impact zones only with a permit issued by a local government and with DNR approval for work in public waters as set forth in Minn. R. 6115.0190 through 6115.0255 (2015). This subpart further specifies that these structures may only be used to correct an existing erosion problem and limits the size of the structures to the minimum needed to correct the problem. Structures larger than the specified dimensional limits are allowed only if an engineer determines that a larger structure is needed to correct the erosion problem. This issue drew extensive public comments, especially in the Coon Rapids Pool area. These standards acknowledge a need for riprap to address erosion in this area but places limits on the size of structures.

Subpart 5. Permit process. This subpart sets out procedures for obtaining a local permit for erosion control structures that local governments are required to adopt. The process parallels the process for obtaining a vegetation management permit set forth in proposed Minn. R. 6106.0150, subp. 4.

Subpart 6. Permit conditions. To assure the protection of those resources intended to be protected through the establishment of the MRCCA, land alteration permits are designed to meet minimum performance standards. These standards are best management practices, typical of contemporary erosion control practices, and include:

- temporary and permanent erosion and sediment control;
- maximizing natural site topography, soil and vegetation to minimize runoff and reduce erosion and sedimentation;
- phasing of construction; and
- placement of controls prior to land disturbance, and other BMPs identified in Best Practices for Meeting DNR General Public Waters Work Permit GP 2004-001.

Subpart 7. Storm water management. Because of the adverse impact of runoff on bluff and slope stability, this subpart requires that, except as described below, storm water throughout the MRCCA must be directed away from bluff impact zones and other unstable areas**.**

- **Storm water management facilities in the bluff impact zone.** A contributing factor to slope failure and slumping and the associated economic, ecological and human costs is the poor construction and placement of storm water management facilities, such as pipes, outfalls, and treatment facilities. For this reason, the placement of storm water management facilities in the bluff impact zone is prohibited except in rare circumstances as permitted by local government, including where there are no alternatives, the facility is designed to reduce runoff in the bluff impact zone to the greatest extent practicable, the facility does not affect slope stability, and mitigation measures are incorporated into the permit to eliminate or minimize the risk of slope failure.

- **Impervious surfaces in the water quality impact zone**. Because of the potential adverse water quality impacts attributed to impervious surfaces, proposed Minn. R. 6106.0120, subp. 3 prohibits the placement of impervious coverage in the shore impact zone or bluff impact zone except as expressly provided in proposed Minn. R. 6106.0180, the exceptions. For these exceptions that create new impervious coverage, or for projects that fully reconstruct more than 10,000 square feet of existing impervious coverage, this subpart requires a local government to permit these projects according to the treatment standards in the local government's MPCA-approved Municipal Separate Storm Sewer System Permit (MS4) NPDES permit. If the local government does not have a MS4 NPDES permit, then the treatment standards in the applicable NPDES Construction Storm Water General permit apply. Alternatively, local governments may apply other MPCA-approved treatment standards such as those in the MPCA's voluntary Minimal Impacts Design Standards (MIDS)[20] program.

[20] http://www.pca.state.mn.us/index.php/water/water-types-and-programs/stormwater/stormwater-minimal-impact-design-standards-mids.html

These treatment standards ensure that runoff from impervious surfaces in the water quality impact zone will meet current standards. The 10,000 square foot threshold is consistent with standards used by the Capitol Region Watershed District. The area of this threshold is roughly equivalent to a 30-space parking lot.

Subpart 8. Development on steep slopes. To address the impact of land alterations on steep slopes (i.e. slopes between 12 and 18%) this subpart retains the best management practices for development set forth in Executive Order 79-19. Most local governments in the MRCCA have adopted ordinances that include these provisions.

Subpart 9. Compliance with other plans and programs. Many watershed management organizations and watershed districts exist within the MRCCA, and each prepares its own water plan to comprehensively address water quality within its watershed. Most local governments also participate in the National Flood Insurance Program (NFIP) and have local floodplain ordinances to reduce the risk of flood damage and loss. Finally, most local governments also have local wetland ordinances under the Wetland Conservation Act to protect wetlands within their jurisdiction. This subpart requires all development in the MRCCA to comply with these local water plans and floodplain and wetland standards, which focus on protecting these key features and resources in the MRCCA.

6106.0170 Subdivision and Land Development Standards

Conventional subdivisions, with their uniform lots and blocks, are inadequate to achieve the purposes of the MRCCA. The division of a tract of land into individual lots without regard to the corridor's natural or cultural resources often leads to fragmentation and degradation of natural vegetation and habitat.

Land development patterns within the MRCCA over the past 35 years have historically been guided by the general performance standards and guidelines set forth in Executive Order 79-19. These standards and guidelines encouraged "the clustering of structures and the use of designs which will reduce public facility costs and improve scenic quality." In addition, local governments and regional and state agencies were directed by Executive Order 79-19 to "develop plans and regulations to maximize the creation and maintenance of open space." Additionally, developers were required to dedicate a reasonable portion of "appropriate" riverfront access land or other lands for public use when developing residential, commercial or industrial subdivisions within the MRCCA. Executive Order 79-19 also permitted contribution of cash in lieu of land as an alternative to land dedication.

Executive Order 79-19's general performance standards and guidelines for subdivision and development within the MRCCA were advisory and have not consistently resulted in the intended preservation of open space. Proposed Minn. R. 6106.0170 seeks to correct this shortcoming by requiring either conservation design or other alternative design standards within the MRCCA.

The inclusion of alternative design standards such as conservation design in the MRCCA rules is intended to protect the multiple resource values of the MRCCA while providing a framework for future development of those large private landholdings that remain within the MRCCA.

Conservation design is a valuable tool for protecting water quality and wildlife habitat when appropriately applied, and also provide amenities to residents. An evaluation of 50 matched pairs of

conservation and conventional developments across the United States found that alternative development practices (e.g., conservation design and low impact development practices) were more likely to protect sensitive areas and restore degraded stream environments than the conventional developments. Conservation design can also protect important wildlife habitat in shoreland areas, if designed to minimize land disturbance in those sensitive areas.[21] Finally, if planned in unison with neighboring developments or in the context of a comprehensive plan, conservation design helps preserve wildlife corridors between areas of high quality habitat.[22]

There are additional benefits of conservation design, including creating a greater sense of community, increased connections to the natural environment, and more pleasing aesthetics [23]. Conservation design has been shown to reduce both development costs and long-term maintenance costs of infrastructure, since the land area given over to infrastructure (such as shorter sewer and water connections and arterial roads) is reduced.

Subpart 1. Purpose. This rule establishes minimum standards for the subdivision and development of land to protect and enhance the natural and scenic values of the MRCCA, protect and restore biological and ecological functions of primary conservation areas within the MRCCA from the impact of development and redevelopment, and encourage restoration of natural vegetation particularly in those areas within the corridor yet to be developed or subject to redevelopment.

Subpart 2. Applicability. This subpart establishes thresholds above which the requirements of this rule apply. The development restrictions applied by this rule were of significant concern to local governments and other interests because of perceived challenges in managing protected open space on small parcels. After consultation with these interests, and after analyzing actual parcel sizes within each district to assess the potential impacts of the rule, the DNR proposes to limit the application of this rule to large scale developments. As such, the requirements for open space protection and restoration are limited to those developments of twenty or more acres, unless the proposed project abuts the Mississippi River, in which case a ten acre threshold applies. The decision to focus only on large parcels was made because most of the remaining developable parcels within the MRCCA are above these size thresholds, and because managing development on those parcels will yield the greatest benefits for the protection of resources within the MRCCA. This approach also limits the administrative burden of administering numerous small, unconnected parcels for both landowners and local governments.

The standards apply to subdivisions, planned unit development, and other large-scale master-planned developments. Developments involving three or fewer lots and minor adjustments are exempted from the requirements established by this rule. The three-lot threshold is consistent with the definition of "development" contained in Minn. Stat. § 116G.03, Subd. 7 (2015), which defines development as the

[21] Milder. 2007.

[22] Arendt. 1996.

[23] Nassauer et al. 2004

"dividing of land into three or more parcels." This is also the typical threshold for a major subdivision in most local ordinances.

Likewise, developments or improvements involving river-dependent commercial and industrial uses are also exempt from the provisions of this rule, as these types of development typically take place on large sites that are unsuitable for open space preservation or public access.

Subpart 3. Project information. In order to assure an adequate evaluation of the impacts of proposed development or redevelopment within the MRCCA on the natural resource assets of the corridor, the local government will be required to obtain adequate data from the project developer. This subpart specifies that this information must be provided and reviewed by the local government prior to project authorization. The specifics of these requirements are provided in proposed Minn. R. 6106.0080, subpart 6.

Subpart 4. Design standards. Local ordinances are required to include design standards and other tools that are intended to achieve or heighten protection or restoration of primary conservation areas – those areas containing key resources and featuring important to the character of the MRCCA. These design standards and tools include incentives for alternative design standards such as conservation design. Incentives are intended to encourage developers to employ conservation design or other innovative development methods, such as transfer of development rights from sensitive to less sensitive lands, which will afford greater protection to the public assets within the MRCCA.

- **Protection of primary conservation areas during development and redevelopment.** Because of the importance of the remaining primary conservation areas within the MRCCA, local governments are required to protect those areas as open space. The proposed rule recognizes, however, that in some circumstances protection of a primary conservation area may unduly burden a developer, particularly where the primary conservation area encompasses the majority of the parcel. This subpart, therefore, sets protection thresholds or a maximum percentage of land in a parcel that must be protected as open space to conserve primary conservation areas. The percentage of land that must be conserved as open space is tied to the conditions in and nature of each district. (See Table 2.)

Table 2: Percentage of Open Space by District

Corridor District	Maximum % of Open Space Required	Rationale for Maximum
Rural and Open Space (CA-ROS)	50%	District includes the majority of remaining primary conservation areas and potentially developable land.
River Neighborhood (CA-RN)	20%	District is largely developed; open space percentage is similar to existing open space patterns.
River Towns and Crossings (RTC)	10%	District is largely developed or already preserved as public parkland.
Separated from River (SR)	10%*	District is largely developed or already preserved as public parkland; fewer

Corridor District	Maximum % of Open Space Required	Rationale for Maximum
		opportunities for protection exist, and this district could be a "receiving area" for density transferred from other districts (see footnote).
Urban Mixed (CA-UM)	10%	District is largely developed or already preserved as public parkland; few primary conservation areas exist, but some potential for restoration.
Urban Core (CA-UC)	10%	District is largely developed or already preserved as public parkland.

* Only required if parcel includes native plant communities or provides feasible connections to a regional park or trail system.

If the primary conservation areas on any given parcel proposed for development or redevelopment exceed the maximum percentages established for the district, the local government has the flexibility to determine which resources on the parcel shall be protected. The proposed rules allow land used for storm water treatment, green infrastructure, land dedicated to public access, and public facilities to be included in any open space requirements imposed by this rule. Proposed Minn. R. 6106.0170, subp. 4.F. and G.

If a primary conservation area where development is proposed lacks natural vegetation, it must be evaluated for potential restoration of natural vegetation. If there are no primary conservation areas on a site proposed for development or redevelopment that meets the minimum size threshold in proposed Minn. R. 6106.0170, subp. 3, the local government must determine whether the site was identified for potential restoration in the local plan and, if so, apply the guidelines for restoration of vegetation set out in proposed Minn. R. 6106.0150, subp. 6.

- **Protection mechanisms.** Primary conservation areas set aside under the proposed rules must be protected using a legal mechanism that assures their long term protection. Those mechanisms are: public acquisition, a conservation easement, a deed restriction, or other arrangements that achieve the same degree of protection as the three legal mechanisms. Proposed Minn. R. 6106.0170, subp. 4 H. This approach is consistent with many local ordinances that already employ conservation design, and gives local governments and developers the flexibility to determine which mechanism will best suit the needs of the local community. This approach was recommended by local governments and other stakeholders who opposed previous draft rule proposals that primary conservation areas be dedicated to the public by a fee simple conveyance or easement.

  While local governments retain the ability to select the mechanism they will employ to protect primary conservation areas, the rules makes it clear that, regardless of the method selected, a long-term vegetation management must be provided to assure that the set-aside area continues to meet the biological and ecological functions that resulted in its designation as a primary conservation area. Proposed Minn. R. 6106.0170, subp. 4(I). This includes a preference for connecting open

space and natural areas to create interconnected patches of habitat and corridors for both wildlife movement and recreational use.

- **Connecting protected open space.** The rules identify a preference for a connecting open space and natural areas to create interconnected patches of habitat and corridors for both wildlife movement and recreational use. Contiguous open space and habitat has been demonstrated to result in improved native flora and fauna and associated habitat[24].

Subpart 5. Land dedication. Minnesota statute authorizes local governments to require developers to dedicate a "reasonable portion of buildable lands" as public amenities, including land for parks, recreational facilities, trails, wetlands and open space. Minn. Stat. § 462.358, subd. 2b(a) (2015) and Minn. Stat. § 394.25, subd. 7 (2015). The establishment of the MRCCA predates these statutory requirements; however, Executive Order 79-19 did include a requirement for dedication of riverfront access land, or cash in lieu of such land, to the public. This provision was included in proposed Minn. R 6106.0170 to be consistent with the current statutory requirements. This subpart only applies to those local governments that require land dedication under Minn. Stat. §§ 394.25, subd. 7 and 462.358, subd. 2b(a) (2015).

6106.0180 Exemptions from Setbacks, Height Limits, and Other Requirements

The MRCCA authorizing statute authorizes the DNR to "provide certain exceptions and criteria for standards, including, but not limited to, exceptions for river access facilities, water supply facilities, storm water facilities, and wastewater treatment facilities, and hydropower facilities." Minn. Stat. § 116 G.15, subd. 4 (2015). This rule sets forth the exemptions from the proposed MRCCA rules, including the exemptions of certain structures and uses from the setback requirements, structure height standards, and restrictions imposed within the shore impact and bluff impact zones.

The Interim Development Regulations in Executive Order 79-19 include many similar exemptions, including: water-related commercial recreational uses, public facilities such as transmission services, transportation facilities, and water and wastewater facilities. These exemptions have been updated and carried forward to the proposed MRCCA rules. Other factors used in creating new exemptions included: consistency with exemptions in current local government ordinances, stakeholder comments, the potential impact of the activity proposed for exemption on MRCCA resources, the current character of land use within the various districts, the public purpose of the activity proposed for exemption, and the needs of property owners and river-dependent uses.

The exemptions are listed in table format in order to assist readers in locating specific structures and uses. The table also cross-references other parts of the proposed MRCCA rules that provide additional standards for these structures and uses.

Details of specific exemptions include:

[24] Milder, 2007.

- **Historic properties.** Historic properties and properties that contribute to historic districts may be located in areas where other structures would be restricted or prohibited. In most instances the presence of these properties predates the MRCCA and there is a significant public interest in maintain these properties particularly as they pertain to the development of the state and the history of development within the MRCCA.
- **Buildings and structures on the face of the St. Paul downtown bluff in the Urban Core district.** There is currently extensive development on the face of the St. Paul downtown bluff, and the City is planning to add a major public amenity, a "river balcony" along the bluffline. The bluff itself has been structurally reinforced to support development. For this reason these facilities have been exempted from certain standards imposed by these rules.
- **Public recreational facilities.** Some but not all improvements within public recreational facilities are exempted from certain standards imposed by these rules. In the case of public recreational facilities these exemptions were permitted either because their impact was negligible or the exemption was necessary to permit public access to the MRCCA.
    - **Monuments and flagpoles.** Accessory structures such as monuments, flagpoles and similar park features have a negligible impact on resources within the MRCCA. These accessory structures are permitted within the shore impact zone and bluff impact zone (restricted to slopes averaging less than 30% to minimize the threat of erosion). According to local and regional park managers, these accessories are typically placed in proximity to the river for interpretive or commemorative purposes.
    - **Picnic shelters and related visitor structures.** These structures are often sought after by public visitors to a park or recreational facility and are strategically placed to permit views of the river and other MRCCA protected resources. These structures are generally open-sided and do not present a barrier to floodwaters.
    - **Parking areas and roads.** Road access and parking are necessary amenities in public parks and at recreational facilities and water access sites. There are instances where it is necessary, because of site size or layout, that roads and parking areas be placed within the shore impact zone or close to the toe of the bluff.
    - **Trails and viewing areas.** Trails and viewing areas enhance the public enjoyment of the resources within the MRCCA. These typical park features that are often located close to the shoreline or on bluff faces to maximize public enjoyment and are exempted from a number of the provisions of the proposed MRCCA rules. Because of concerns about impacts of construction on vegetation and slope stability, hard surface trails are generally not permitted on the steepest slopes within the MRCCA.
- **River-dependent uses:** Where a business or property is connected to the river or dependent on the river, those shoreline facilities necessary for the operation of the businesses or use are exempt from shore and bluff impact zone restrictions. This exemption does not extend to buildings, structures, and parking that do not require a shoreline location for their operations. Private roads and conveyance structures serving these facilities may also be placed in the bluff impact zone or shore impact zone if there is no alternative location.

- **Private residential and commercial water access and use facilities:** There are limited exceptions for private residential and commercial activities.
    - **Private roads.** Private roads serving three or more lots may be constructed in the bluff impact zone if doing so is the only means of accessing level land on a terrace or at the foot of the bluff. This exemption, however, applies only to roads serving three or more lots – i.e., subdivisions – not individual parcels.
    - **Access paths.** Access paths, stairways, lifts, and landings are permitted within the shore impact zone and bluff impact zone as necessary to permit private land owners to enjoy the amenities of their property. This exemption is consistent with the access exemptions permitted by Minn. R. 6120.3300, subp. 3 I (2015), which permits shoreland property owners to construct access paths, stairs, lifts and landings within the shore impact zone.
    - **Water-oriented accessory structures.** Water oriented accessory structures such as gazebos, decks, patios, fish houses, screen houses and pump houses are often used by private land owners to enjoy the amenities of the MRCAA corridor and are exempted from certain requirements of the proposed MRCCA rules. These exemptions are consistent with the requirements in the state shoreland rules, chapter 6120.3300, subp.3.H. (2015).

Conclusion

Based on the foregoing, the proposed rules are both needed and reasonable.

Date: December 9, 2015

/s/Tom Landwehr
Commissioner

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MRCCA SONAR

Exhibits



Summary of MRCCA Rules

This summary focuses on those rule provisions most likely to affect property owners. For a more thorough description of the rules, please see MR Chapter 6106 and the Statement of Need and Reasonableness.

Background on Local Control

Property owners have been subject to MRCCA regulations since the MRCCA was established by Executive Order in the 1970s. Since that time, MRCCA regulations have been implemented through local plans and zoning ordinances. The 2016 rules have updated the regulations guiding development in the MRCCA, which are implemented through local plans and zoning ordinances. The DNR and Metropolitan Council both review local plans and ordinances for consistency with MRCCA regulations, with the DNR having final approval authority.

Districts (part 6106.0100)

Resources are protected through the use of six districts that reflect the character and development along the river and recognize planned future development. Dimensional standards, specifically building height and setbacks from the river and bluffline (the top of an 18% slopes), are regulated by district. All other provisions apply to all districts.

To view the district boundaries, visit Mississippi River Corridor Critical Area Program Districts.

Dimensional Standards (part 6106.0120)

The setback provisions are intended to keep buildings and other development activity away from sensitive shoreline areas and areas prone to soil erosion and slope failure. Sediment is a pollutant and it also carries nutrients and other pollutants into the river, which reduces water clarity and water quality. The height provisions are designated to preserve the natural views within the corridor.

To determine allowable heights and setbacks for your property:

1. Find out what district your property is in using the link above.
2. View the dimensional standards applying to your zone by referencing the chart below.
3. Verify the dimensional standards in your community's local ordinance.

Table 1: Dimensional Standards

	CA-ROS	CA-RN	CA-RTC	CA-SR	CA-UM	CA-UC
Height	35'	35'	48'*	Underlying zoning	65'*	Underlying zoning
River Setback	200'	100'	75'	NA	50'	Underlying zoning
Bluff Setback	100'	40'	40'	40'	40'	40'

*Greater height may be allowed with a local Conditional Use Permit.

All MRCCA standards are administered through local zoning ordinances. Local dimensional standards may differ from those identified above.

Expansion of Nonconforming Structures (part 6106.0080, Subp. 3)

Legal nonconforming structures are structures that were lawfully permitted when they were built. However, when zoning standards change, these lawfully established structures that do not conform to the new standards become legally nonconforming or "grandfathered." The 2016 rules clarify that local governments may allow the lateral expansion of legally nonconforming principal structures, as long as they do not expand further into required setbacks from the bluffline and from the river.

Vegetation & Land Alteration Standards (part 6106.0150)

Vegetation stabilizes soil and helps to slow, absorb, and filter stormwater before it runs into the river. Land alteration in areas near water and on steep slopes increases the risk of soil erosion and the movement of sediment into water. Retaining and/or restoring deep-rooted vegetation along the river's edge and on steep slopes, and preventing erosion during development, are important strategies for protecting water quality, as well as the unique natural character and animal habitat along the corridor.

Vegetation and land alteration standards in the 2016 rules do not vary by district, but will affect your property if you plan any future changes to your property.

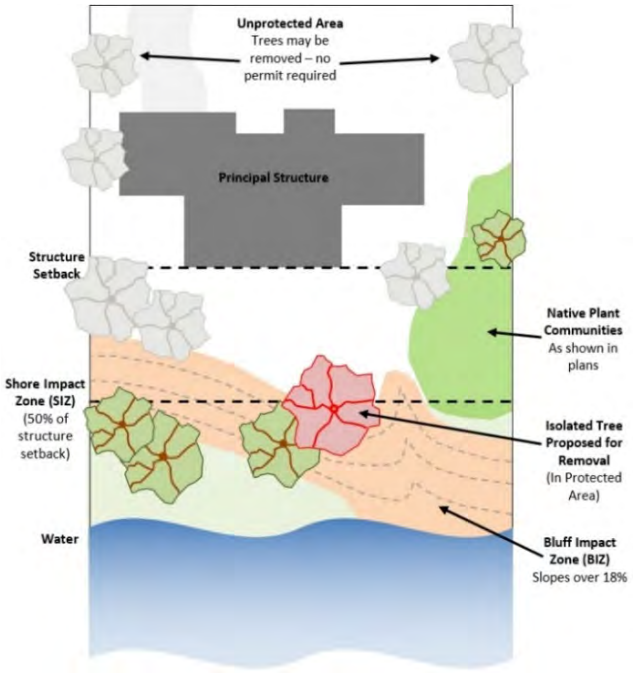
Permit Requirements for Vegetation Removal and Land Alteration

Under the 2016 rules, homeowners now need to obtain a permit from the local government for intensive vegetation clearing and some land alteration activities in sensitive areas (primarily along the river's edge and on bluffs) that exceed certain thresholds. The purpose of requiring a permit is to connect property owners with a qualified person who can guide these activities to minimize negative impacts to water quality, slope stability, and habitat.

When and in which areas would a permit be required for vegetation removal?

The rules regulate vegetation only in the following areas:

- Shore impact zone - 50% of the required structure setback from the river
- Areas within 50 feet of a wetland or natural drainage way
- Bluff impact zone - areas on and within 20 feet of slopes averaging 18% or greater
- Areas of native plant communities anywhere in the MRCCA
- Other areas of significant vegetation stands identified in local government plans

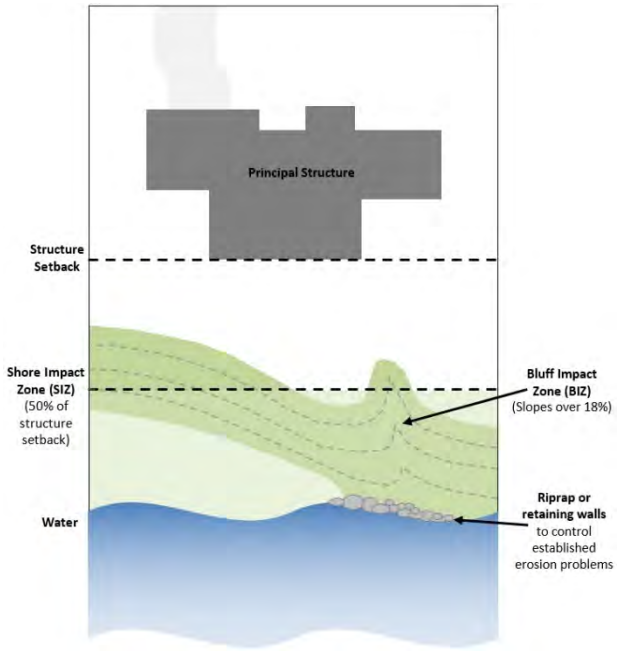


The 2016 rules only regulate vegetation in the SIZ, BIZ, and areas of native plant communities. Vegetation outside these areas (shown in grey) is not regulated under the rules. Isolated trees may be removed in protected areas without a permit.

In these areas, a permit would not be required for *selective vegetation removal*, only for *intensive vegetation clearing*. *Selective vegetation removal* is the removal of isolated individual trees or shrubs that are not in a contiguous patch, strip, row, or block and that does not substantially reduce the tree canopy or understory cover. *Intensive vegetation clearing* is the removal of all or a majority of the trees or shrubs in a contiguous patch, strip, row, or block. For example, no permit would be required for the removal of a single tree or shrub, or for any of the following activities if they involve *selective vegetation removal*:

- Maintenance of existing lawns, landscaping, and gardens
- Removal of vegetation that is dead, diseased, dying, or hazardous
- Removal to prevent the spread of diseases or insect pests
- Removal of invasive non-native species

If any of these activities involves *intensive vegetation clearing,* then a local government permit would be required. In these cases, the permit would carry conditions. For example, the intensive clearing of native plant communities would require replacement with vegetation similar to the habitat, slope stabilization, and stormwater retention values of the removed native plant communities. Another example would require the planting of deep-rooted vegetation on any highly erodible soils or slopes that are disturbed. Local governments would also require a restoration plan for violations.



Permits for land alterations are required in the SIZ, BIZ, and for riprap, retaining walls, or other erosion control structures.

When and in which areas would a permit be required for land alteration?

A permit would be required for any activity that disturbs more than 10 cubic yards or 1,000 square feet of soil within the shore impact zone or within 50 feet of a public water, wetland, or natural drainage way, whichever is greater.

Land alteration is prohibited in the bluff impact zone, except for erosion control projects and repair and maintenance of existing structures. Exceptions would be guided through a local permit, and would be required to use temporary and permanent erosion and

sediment control measures sufficient to retain sediment onsite. Local governments have the authority to attach conditions to the permit to minimize environmental impacts.

What if I need riprap or retaining walls?

The construction or replacement of riprap, retaining walls, or other erosion control structures are allowed by local government permit within:

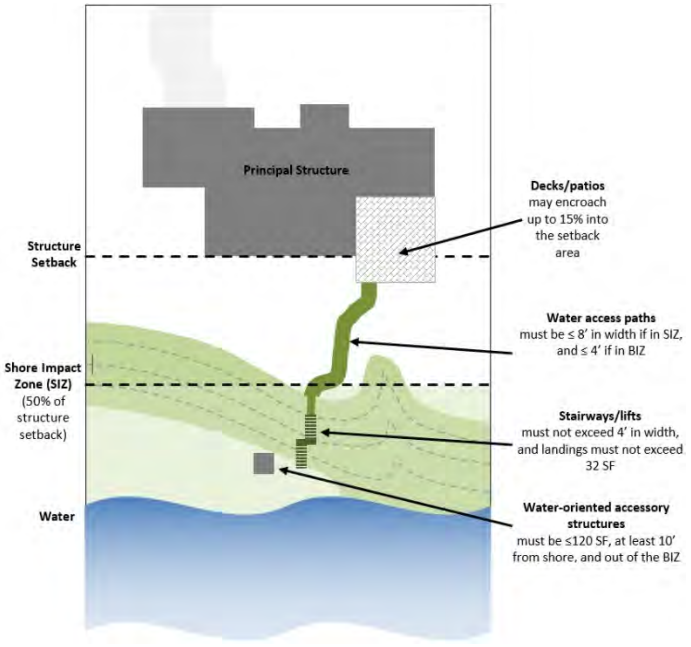
- The shore impact zone or within 50 feet of a public water, wetland, or natural drainage way, whichever is greater
- The bluff impact zone

Riprap, retaining walls or other erosion control structures would only be allowed to correct an established erosion problem as determined by the local government. Size of structures is limited to that needed to control the erosion problem. The construction of structures below the ordinary high water level always require a DNR permit or approval.

River Access on Riparian Lots (part 6106.0140)

The MRCCA rules regulate access paths, stairways, water-oriented structures, patios and decks in the following ways:

- Driveways or parking areas must meet structure setbacks and cannot be placed in the shore or bluff impact zones.
- No impervious surfaces are allowed within the shore or bluff impact zones except for:
    - Access paths no greater than eight feet wide in the shore impact zone and four feet in the bluff impact zone.
    - Stairways and lifts no greater than four feet wide - landings may be up to 32 square feet.
- Decks and patios may encroach into bluff and river setbacks up to 15% of the required structure setback, provided they don't extend into the bluff impact zone.
- One water-oriented accessory structure is allowed for every 300 feet of river frontage. Lots less than 300 feet may have one structure. The water-oriented accessory structure is limited to a 12 foot height, 120 square foot area, and must be at least 10 feet from the water's edge. These structures are not allowed in the bluff impact zone.



Specifications for facilities on residential lots.

Mississippi River Corridor Critical Area Program Frequently Asked Questions

Click on question below to reveal more information. Click again to hide.

The Mississippi River Corridor Critical Area

What is the Mississippi River Corridor Critical Area (MRCCA)?

The MRCCA is a land corridor along the Mississippi River in the seven-county metro area where there are special land use regulations that guide development activity. The corridor extends 72 miles along the Mississippi River from the cities of Ramsey and Dayton in the north to the city of Hastings and Ravenna Township in the south. It includes 54,000 acres of land along both sides of the river. The State of Minnesota created the corridor and land management regulations in 1976. Local governments administer the regulations through their local plans and zoning codes.

- MRCCA History and Scope

How and when was the Mississippi River Corridor designated as a "Critical Area"?

There have been a number of decisions and designations for the river corridor. In 1976, Governor Wendell Anderson first designated the corridor as a state Critical Area with Executive Order 130. Governor Al Quie renewed the designation in 1979, with Executive Order 79-19. The Metropolitan Council made the designation permanent in 1979 with Resolution 79-84. In 1988, Congress designated the Critical Area as the Mississippi National River and Recreation Area (MNRRA), a unit of the National Park System. The Minnesota Legislature designated the MNRRA as a state critical area with the same boundaries as the MRCCA in 1991.

Why was the corridor designated as a "Critical Area"?

The Critical Areas Act of 1973 (Minnesota Statutes ?116G) authorizes the state to identify and plan for "areas of critical concern" that possess "important historic, cultural, or esthetic values, or natural systems which perform functions of greater than local significance." The original designation order determined that coordinated planning under the Critical Areas Act was needed to manage the corridor as a multi-purpose resource, resolve conflicts related to the use of land and water, preserve and enhance the area's natural, aesthetic, cultural and historic value for public use, and protect the corridor's environmentally sensitive areas. The MRCCA is the only critical area currently designated under the Act.

How is land development in the MRCCA currently regulated?

Land development is now managed by a new chapter of Minnesota Rules, chapter 6106. Prior to adoption of the new rules in November of 2016, the 1979 Executive Order was the guiding document for local regulations for over 30 years. The regulations in the Executive Order gave general guidance to local governments, but had become outdated, ambiguous, and difficult to administer. Development in the MRCCA was, and still is, guided by local ordinances. Until local ordinances are updated to conform to the new rules, the currently effective ordinances will remain in effect. In communities that never adopted a local MRCCA ordinance, development must conform to the regulations and standards of the Rules.

The Mississippi River Corridor Critical Area Rules

Why did the DNR develop rules for the Mississippi River Corridor Critical Area (MRCCA)?

The 2009 Legislature recognized that the 35-year old Executive Order that regulated development in the MRCCA needed to be updated, and directed the DNR to establish, by rule, new districts and standards. This initiated a two-year participatory process that involved communities, interest groups,

property owners, and the public, resulting in the 2011 draft rules. Due to the length of this process and the complexity of issues and concerns, the rulemaking effort was put on hold in early 2011 and the DNR?s rulemaking authority expired. The 2013 Legislature renewed the DNR's authority to complete rulemaking for the MRCCA. The 2013 legislation addressed many of the local concerns expressed during the 2009 process.

How did the DNR solicit public feedback during rule development?

The proposed rules are the result of an extensive public participation process. Beginning in 2009 and continuing through two different rulemaking efforts, the DNR consulted with local governments, multiple interest groups and property owners to develop the draft rules. Rule development culminated in a formal public input process, consisting of a public comment period, three public hearings, response to public comments, and review by an Administrative Law Judge.

What do the new rules regulate?

The major items addressed in the new rules include:

- Responsibilities and duties of state, regional and local government
- Preparation, review, approval and adoption of local plans and ordinances
- How nonconformities, conditional/interim uses, and variances are addressed
- Establishment of six districts, each with dimensional standards for water and bluff setbacks, and building height
- General development standards for roads and other transportation facilities, recreational facilities, stairways, and signs
- Standards for protecting bluffs and steep slopes
- Standards for vegetation management and land alteration in sensitive areas
- Standards for protecting key resources as part of new development and redevelopment

For a broader overview, see Summary of MRCCA Rules PDF.

What don't the rules regulate?

The following topics are not included in the proposed rules:

- Any regulation of water surface use, such as no wake zones or boating restrictions
- Any regulations regarding docks or other structures or alterations below the Ordinary High Water Level (OHWL) of public waters
- Any regulation of dams on the Mississippi River, such as the Coon Rapids dam
- Any regulations related to water appropriations

The 2009 and 2013 legislation required the DNR to establish new districts. What is a district?

The rules identify parts of the MRCCA that have similar characteristics and group them into common districts. The six districts identified in the 2016 rules are designated to reflect existing conditions, as well as current development trends. Each district has specific building height and structure setback standards. All other standards are consistently applied across all districts.

Will these rules affect local zoning?

Yes. The rules establish minimum guidelines and standards that local governments must include in their comprehensive plans and zoning ordinances, as is currently the case with the standards in Executive Order 79-19. Local governments are responsible for enforcing local zoning controls and regulations.

Rule Implementation

How will the rules be implemented?

The rules will be implemented through local plans and ordinances. Now that the rules have been adopted, local governments are required to amend their existing MRCCA plans and ordinances to be consistent with the rules. Until local ordinances are updated to conform to the new rules, the current ordinances will remain in effect. For any community that did not adopt a MRCCA ordinance, all development proposals will need to comply with the new 2016 rules.

When will my community have to implement the rules?

The rules will not take effect immediately, but rather will be implemented over several years.

The DNR, in consultation with the Metropolitan Council, will notify local governments as to when they need to amend their plan and ordinance amendments to be consistent with the rules. Plan updates will be coordinated with the comprehensive plan updates required by the Metropolitan Council. Ordinance updates are expected to be done in phases, and communities will be given at least one year to complete the updates.

To help local governments, the DNR is currently preparing model ordinances, guidance materials, training, and other resources for local staff.

Once completed, the updated plans and ordinances must be reviewed by the Metropolitan Council, approved by the DNR, and then adopted by the community before they take effect.

Do these rules change local control over land use decision making?

No. The new rules do not change the level of local control. Currently, all local government units (LGUs) in the MRCCA administer plans and ordinances that are consistent with the guidelines and standards in Executive Order 79-19. LGUs will update their plans and ordinances to be consistent with the guidelines and standards in the new rules, but the authority of LGUs to administer these plans and ordinances will not change.

How are nonconforming structures handled with the new rules?

When any zoning standards change, any lawfully established lot, structure, or use that does not conform to the new standards becomes legally nonconforming, or "grandfathered." Minnesota Statutes (MS ?462.357, Subd. 1e and MS ?394.36) protect the rights of the owners of such

nonconformities and allows their continued use. The law also allows local governments to permit limited expansion. The new rules have been designed to minimize the creation of new nonconforming structures. Some nonconformities will result from an increase in setback requirements. Howeverother previously nonconforming structures will become conforming due to a reduction in setback requirements and the elimination of minimum lot sizes.

What about vegetation on my property?

The rules do not affect the type of vegetation a property owner can plant and do not require restoration of natural vegetation on a property that does not currently have it. Activities such as lawn and garden maintenance are not restricted. The rules do, however, prohibit intensive vegetation clearing in sensitive areas, including along the river, on bluffs, and within native plant communities and other significant vegetative stands identified by local governments. Exceptions to these restrictions are allowed through local government permit in some situations. Only removal of native plant communities, failure to acquire a permit, or violation of permit conditions will require vegetation restoration.

Will the new rules change the character of the MRCCA?

No. Executive Order 79-19 and the 2016 rules recognize that much of the MRCCA is developed and that the area must be managed for multiple uses and purposes including commercial, industrial, residential, and recreational development. Minnesota Statutes ?116G.15 clearly states the MRCCA should be managed as a multipurpose resource that "conserves the scenic, environmental, recreational, mineral, economic, cultural and historic resources and functions of the river corridor."



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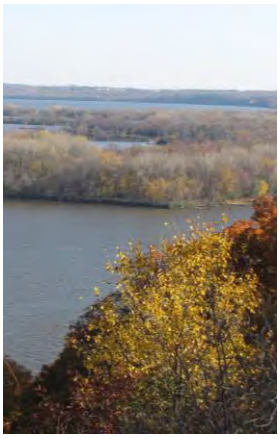
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GOALS

1. Answer questions on adopted rules and next steps
2. Get feedback on our initial ideas for implementation
3. Recruit for advisory group



AGENDA

1. Questions on changes to rules due to public comments
2. Initial ideas for implementation schedule
3. Plan & ordinance requirements
4. Local government advisory group
5. Questions





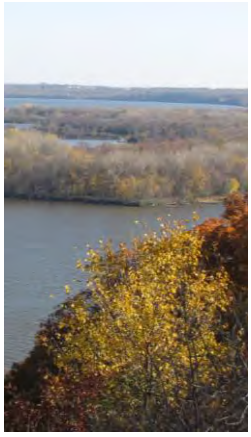
DISTRICT CHANGES





IMPLEMENTATION GOALS

- Make process easy and seamless for all involved
- No surprises – clear expectations
- Re-use what you can from existing plans and ordinances
- Incorporate better data and information where available





RULE REQUIREMENTS

6106.0070, Subp. 2
Adoption of plans and ordinances.

A. DNR shall notify LGUs of adoption schedule.

B. Existing plans and ordinances remain in effect until amended.

C. Development in LGUs **without** existing plans and ordinances governed by rules.

D. Adoption of plans and ordinances consistent with rules does not limit previously approved development.

RULE REQUIREMENTS

6106.0070, Subp. 3
Plan and ordinance review.

A. LGUs must prepare or amend plans and ordinances within one year of notification. DNR may grant extensions.

B. Formal submittal to Met Council and DNR for review in format prescribed by DNR.

C. Underlying zoning.

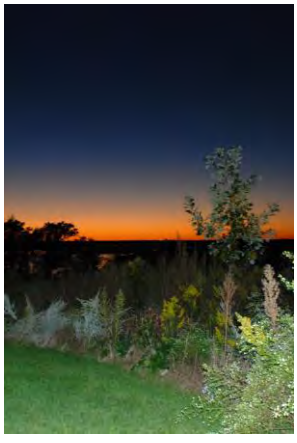
D. – L. Review process, adoption, enforcement.

M. Plans updated on same cycle as comp plans.



INITIAL IDEAS

1. Plan Updates
   1. Chapter in comp plan update due 12/2018
   2. Met Council/DNR coordination plan review & approval
   3. Guidance on Met Council web site
2. Ordinance Updates
   1. Phased over 2019 – 2021
   2. DNR review & approval
   3. Guidance on DNR web site

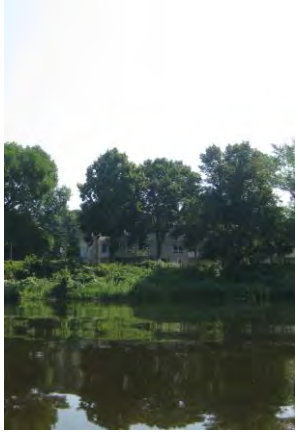






ORDINANCE CONTENTS

1. Definitions
2. Administrative provisions
3. Districts
4. Min standards & criteria
5. Alternative design methods
6. Flexibility

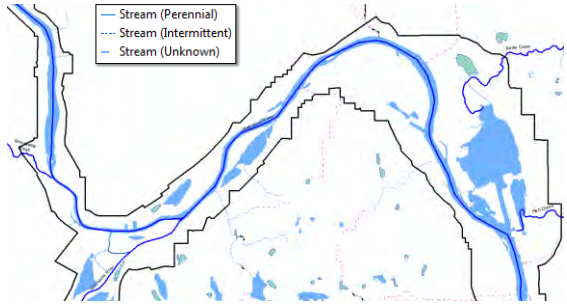


Plan Element	Executive Orders	Rules
Districts	Four districts	Six districts
Conservation Areas	Floodplains, wetlands, slopes, bluffs, unsuitable soils, significant vegetation stands, natural drainage routes	Same, plus: shore impact zones, gorges, areas of confluence, unstable bedrock, native plant communities, cultural & historic properties, tree canopies
Scenic Views	Aesthetic quality	Public River Corridor Views & other scenic views
Restoration Priorities	None	Identify priorities for Veg restoration, erosion prevention, bank/slope stabilization
Provision of Sewer Service	Coordinate development	None
Surface Water Use	Minimize conflicts with land uses Provide for barge fleeting	Same
Com'l & Ind Water-oriented	Consider/provide for such uses	Same
Open Space	Maximize creation of open and recreational space ID public access & trails	Encourage creation of open and recreational space Same
Transportation & Public Utility	Limit impacts	Same

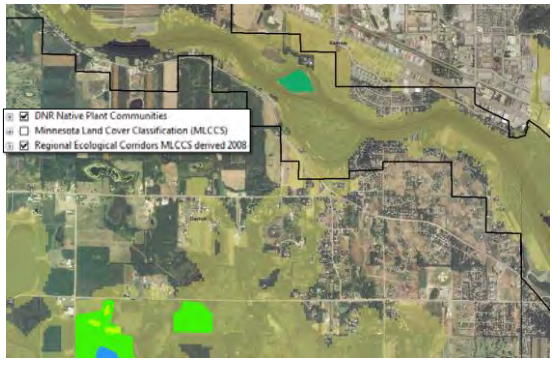
PLAN & ORDINANCE INTEGRATION

Plan Element	Ordinance Implications
Districts	• Structure setbacks (OWHL, Bluff) • Structure height • Open space set aside percentage
Primary Conservation Areas (PCAs)	• Included in definitions section • Variance and CUP (impacts, mitigation) • Permit submittals must show/describe PCAs • Incentives for alternative design methods that protect PCAs • Open space set asides (percentages)
Public River Corridor Views (PRCVs)	• Included in definitions section • Variance and CUP (impacts, mitigation) • Permit submittals must show/describe PRCVs • Wireless towers minimize impacts • Structure design/placement in RTC, UM, UC districts minimize impacts • CUP for taller buildings must consider PRCV enhancement • Trails, viewing areas, signs & kiosks minimize impacts • Vegetation permits for clearing minimize impacts
Restoration Priorities	• Vegetation clearing permits – conditions for restoration

PRIMARY CONSERVATION AREAS: AREAS OF CONFLUENCE WITH TRIBUTARIES



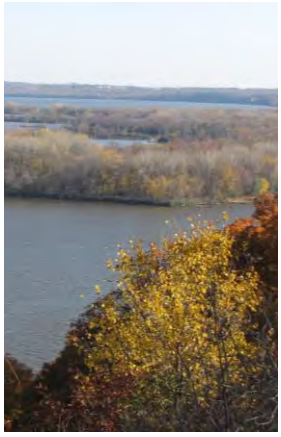
PRIMARY CONSERVATION AREAS: TREE CANOPIES





ADVISORY GROUP TOPICS

1. Procedures/Process
   1. Notifications
   2. Plan & Ord Development
   3. DNR/Met Council Review
   4. DNR Approval
2. Plan Guidance
   1. Elements
   2. Guidance
   3. Training
3. Ordinance Guidance
   1. Guidance
   2. Model ordinance
   3. Training
4. Funding Distribution (if funds)



DISCUSSION QUESTIONS

- Timing of comp plan and ordinance updates, separate, together?
- Role of consultants vs staff in this effort?
- If guidance available by June 2017, is this enough time to complete the MRCCA plan by December 2018?
- What is keeping you awake at night?
- Approach for advisory group, meetings, online discussion, other?





BLUFF

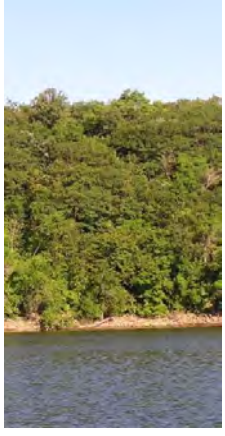
6106.0050 Definitions

Subp. 8. **Bluff.** "Bluff" means a natural topographic feature having:
A. a slope that rises at least 25 feet ~~above the ordinary high water level or toe of the slope to the top of the slope~~ and the grade of the slope averages 18 percent or greater, measured over a horizontal distance of 25 feet, as follows:

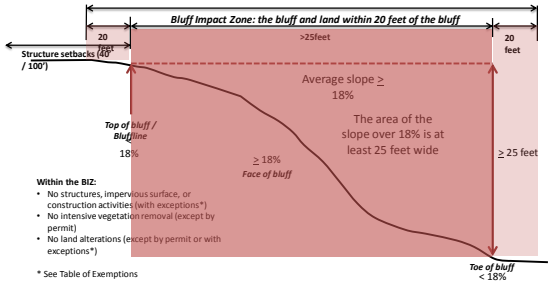
(1) where the slope begins above the ordinary high water level, from the toe of the slope to the top of the slope; or

(2) where the slope begins below the ordinary high water level, from the ordinary high water level ~~or toe of the slope~~ to the top of the slope ~~averages 18 percent or greater, measured over a horizontal distance of 25 feet~~. or

B. a natural escarpment or cliff with a slope that rises at least ten feet above the ordinary high water level or toe of the slope, whichever is applicable, to the top of the slope, with ~~an average~~ a slope of ~~100 percent~~ 75 degrees or greater.



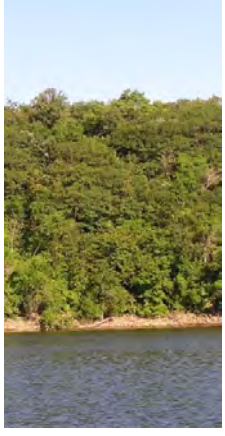
BLUFFS & BLUFF IMPACT ZONE (BIZ).....



STEEP SLOPE

6106.0050 Definitions

Subp. 72. **Steep slope.** "Steep slope" means a natural topographic feature with an average slope of 12 to 18 percent, measured over a horizontal distance equal to or greater than 50 feet, and any slopes greater than 18 percent that are not bluffs.



NATIVE PLANT COMMUNITIES

6106.0050 Definitions

Subp. 39. **Native plant community.** "Native plant community" means a plant community that has been ~~mapped~~ identified as part of the Minnesota biological survey or ~~other scientifically based studies~~ biological survey issued or adopted by a local, state, or federal agency.



ACCOMMODATING DISABILITIES

6106.0080 Administrative Provisions

Subp. 7. **Accommodating disabilities.** Ramps or other facilities to provide persons with disabilities access to the persons' property, as required by the federal Americans with Disabilities Act and the federal Fair Housing Act and as provided by chapter 1341, are allowed ~~by administrative permit~~, subject to the following standards:

A. parts 6106.0120 to 6106.0180 must be complied with ~~to the maximum extent practicable~~, except as provided in item B; and

B. when parts 6106.0120 to 6106.0180 cannot be complied with, the local government may issue an interim use permit to allow ramps or other facilities that do not comply with those parts. Upon expiration of the interim use permit, the ramp or other facilities must be removed.



DISTRICT BOUNDARY CHANGES

6106.0100 Districts

Subp. 9
C. The boundaries of a district established under this part must be amended according to subitems (1) to (3).

(1) A local government or a state or regional agency must submit a written request to the commissioner requesting a district boundary amendment. The request must:

(a) be approved by the governing body with the legal authority to make the request for the state or regional agency or local government;

(b) specifically identify the proposed changes to plans and ordinances to address the proposed change;

(c) identify changes in land uses, infrastructure, or other conditions since the effective date of this chapter that justify the proposed changes;

(d) ~~be consistent with~~ identify those local comprehensive plans, regional system statements, state park and transportation master plans, and federal plans that apply to the area proposed for a district boundary amendment;



HEIGHT

6106.0120 Dimensional Standards

Subp. 2. **Structure height.**
A. Structures, including accessory structures, as defined by local ordinance, must be no taller than the heights specified for each district:

(4) CA-SR: height is determined by the local government's underlying zoning requirements provided the ~~structure's~~ structure height in the underlying zoning is generally consistent with the height of the mature treeline,



STAIRWAYS, LIFTS & LANDINGS

6106.0130 Public Facilities

Subp. 8

F. Public stairways, lifts, and landings must be designed as provided in part 6106.0140, subpart 6, item C.

6106.0140 Private Facilities

Subp. 5

(4)stairways, lifts, and landings must be located in the least visible portion of the lot whenever practical; and



RIPRAP

6106.0160 Land Alteration

Subp. 4. **Rock riprap, retaining walls, and other erosion control structures.**
A. Construction, repair, or replacement of rock riprap, retaining walls, and other erosion control structures located at or below the ordinary high water level must comply with parts 6115.0215, subpart 4, item E, and 6115.0216, subpart 2. The work must not proceed unless approved by the commissioner as meeting all requirements for work in public waters.

C. Repair of existing rock riprap retaining walls and other erosion control structures above the ordinary high water level does not require a local government permit, provided it does not involve any land alteration.



TEMPORARY STORAGE OF DOCKS, ETC.

6106.0180 Exemptions Table

Temporary storage of docks, boats, and other equipment during the winter months are exempt from setback and SIZ restrictions or standards

