



CITY OF NORTH OAKS

Regular City Council Meeting
Thursday, July 13, 2023
7:00 PM, Community Meeting Room, 100 Village Center Drive
MEETING AGENDA

Remote Access - *City Council members will participate in person in Council Chambers (Community Room, 100 Village Center Drive, Suite 150, North Oaks, MN) during the meeting. Members of the public are welcome to attend. Any person wishing to monitor the meeting electronically from a remote location may do so by calling the following Zoom meeting videoconference number: 1-312-626-6799, Webinar ID: 848 9563 6280 or by joining the meeting via the following link:
<https://us02web.zoom.us/j/84895636280>.*

1. **Call to Order**

2. **Roll Call**

3. **Pledge of Allegiance**

4. **Citizen Comments** - *Members of the public are invited to make comments to the Council during the public comments section. Up to four minutes shall be allowed for each speaker. No action will be taken by the Council on items raised during the public comment period unless the item appears as an agenda item for action.*

5. **Approval of Agenda**

6. **Consent Agenda** - *These are items that are considered routine and can be acted upon with one vote.*

6a. Licenses for Approval:

Mechanical: Arctic Mechanical; Bob's Heating & Air Conditioning; DJ's Heating & Air Conditioning; Joel Smith Heating & Air Conditioning; McQuillan Home Services; Pronto Heating & Air Conditioning; Titan Mechanical LLC;

6b. Approval of City Council Meeting Minutes of April 13th, 2023 and May 11th, 2023

[04.13.2023 City Council Minutes.pdf](#)

[05.11.2023 City Council Minutes.pdf](#)

6c. Approval of Special City Council Meeting Minutes: 4.13.2023, 5.10.2023 and 5.25.2023 and 5.21.2023

[4.13.2023 CCsp Training Session Minutes - Draft.pdf](#)

[5.9.2023 CCsp Minutes.pdf](#)

[5.25.2023 CCsp Minutes.pdf](#)

[05.31.2023 CCSp Minutes.pdf](#)

6d. Approval of City Financials

6e. Approve 2023 Night to Unite Proclamation

[North Oaks Proclamation-2023 Night to Unite.pdf](#)

6f. Approval of resolution adopting countywide comprehensive emergency operations plan (CEOP) and letter of promulgation

[Resolution CEOP and letter.pdf](#)

6g. Resolution approving CUP for 9 Sandpiper Lane

[2023-07-13 9 Sandpiper CC Packet.pdf](#)

6h. Approve resolution accepting donation newsletter

7. Petitions, Requests & Communications - Deputy Matt Lassegard Report

7a. Ramsey County Sherriff's office Reports: Animal Control Office Mario Lee, Deputy Matt Lassegard

[CC_OrdComparisonChart.pdf](#)

7b. Incarnation Lutheran Church solar display petition

[2023-07-13 Council packet Incarnation Solar.pdf](#)

7c. Peace United Methodist Church Electronic Signage and potential zoning ordinance amendment

[2023-07-13 CC packet Peace sign.pdf](#)

8. Unfinished Business

8a. Discussion and possible action on Age-Friendly Minnesota Community Grant

[2023-07-13 Council packet AFMN Grant Modification.pdf](#)

9. New Business

9a. Discuss Floor Area Ratio (F.A.R.) at Gate Hill Development

9b. Discussion and Possible Action on preliminary plan application for Red Forest Way II South subdivision and preliminary grading resolution consideration

[2023-07-13 Red Forest Way South PP CC Packet.pdf](#)

[Resolution Approving Grading on RFWS Phase II Development Site.pdf](#)

9c. Discussion on Fire District formulation with LJFD and budgetary items

[LJFD district discussion.pdf](#)

9d. Discussion and possible action on CLCA water extension cost saving engineering items

10. Council Member Reports

11. City Administrator Reports - *Status updates: Brush Pickup, Recycling Clean Up Day, Charley Lake trespassing, Big Dipper Storage, Presbyterian Home 2nd address, Trucks on North Oaks Road, Stop Sign requests at 4 locations, 2 Ski Lane update, Wellington Water Billing issue @ Village Center, 12 Summit permit application, Condo temporary C/O's*

12. City Attorney Reports

13. Miscellaneous

13a. City Forester Report for June 2023
[June 2023 in Review.pdf](#)

14. Adjournment - *The next meeting of the City Council is Thursday, August 17th (to be discussed).*

**North Oaks City Council
Meeting Minutes
North Oaks City Council Chambers
April 13, 2023**

1. CALL TO ORDER

Mayor Wolter called the meeting to order at 7:00 p.m.

2. ROLL CALL

Present: Mayor Krista Wolter. Council Members Mark Azman, John Shuman, Sara Shah, Tom Watson (attended via teleconference).

Staff Present: Administrator Kevin Kress, Attorney Bridget Nason, Engineer Tim Korby, City Planner Kendra Lindahl

Others Present: Videographer Kenny Ronnan, Geoffrey Maas, NOHOA President Andrew Hawkins, Jim Bowyer (on behalf of the Charley Lake Condominium Association).

A quorum was declared present.

3. PLEDGE OF ALLEGIANCE

Mayor Wolter led the Council in the Pledge of Allegiance.

4. CITIZEN COMMENTS

There were no citizen comments.

5. APPROVAL OF AGENDA

Administrator Kress asked to move item 9a under section 7, Petitions, Requests and Communications.

MOTION by Shah, seconded by Azman, to approve the Agenda as amended. Motion carried unanimously by roll call.

6. CONSENT AGENDA

a. Approval of Licenses:

a. Arborist: Arboreal Tree Care; Rainbow Tree Companies; Rivard Companies; Sorenson Companies;

b. Mechanical: Johnson Heating & Cooling; Logan Companies; Metro Gas Installers; Super Heating & Cooling

b. Approval of City Council Special Meeting Minutes of 2.27.2023 and Regular City Council Meeting Minutes of 3.9.2023

c. Approval of City Financials

d. Approval of Animal Humane Society Impound Contract Renewal

MOTION by Azman, seconded by Shah, to approve the Consent Agenda. Motion carried unanimously by roll call.

7. PETITIONS, REQUESTS & COMMUNICATIONS

a. Officer Matt Lassegard Report

Officer Lassegard gave an update, stating he welcomes people to call him, however he encourages them to call 911 and shared that he recently had a call about a vulnerable adult with dementia walking off. He was able to contact the caregiver but noted if the need is more immediate, please call 911. He spoke about bear hibernation ending and noted there may be sightings; he encouraged people to stay away and to remove garbage and bird feeders as the bears will be looking for food. Officer Lassegard noted it is tax season and encouraged people to drop their tax forms and checks in a blue postal mailbox rather than putting the flag up on their personal mailbox to avoid theft. He reminded the public that the IRS (or any government agency), will not call to ask for money, cryptocurrency, or gift cards. Officer Lassegard spoke about a red flag fire warning and suggested that people do not have recreational fires and to be watchful. He shared about incidents in the City including a suspicious person, a theft at Walgreens, and noted road restrictions are still in place.

Member Shuman asked Officer Lassegard to continue messaging the Neighborhood Watch captains, and to engage the Community Safety Team from the Sherriff's office to map out where the captains are located and where there are vacancies to help with recruiting. He also asked if Officer Lassegard would consider hosting informational sessions on fraud, noting it is a huge problem and targets the elderly in many respects.

b. Lake Johanna Fire Department (LJFD) Fire Chief Tim Boehlke Report

Fire Chief Boehlke introduced himself noting he has been with the department for 38 years in the role of Chief for almost 21 years. Tonight he has Deputy Chief Matt Sather with him, noting he was asked to share about the 2022 Annual Report. He walked through the City Council through stats from the Annual Report including the 581 calls in North Oaks (13.5% of total calls); he noted with more development in the City they expect to see a rise in the number of calls. Chief Boehlke noted the previous year there were quite a few structure fires and he shared about fire dollar loss, noting North Oaks had zero loss last year. He spoke about staffing and explained like any industry they are losing people, are short-handed, have a smaller pool of people, and noted in December the department hired 5 firefighters and within a month 2 of them went to other agencies. He spoke about the 85 part-time firefighters who do a great job but noted the department is starting to see some cracks and the need to shore that up with adding some full-time staff. Chief Boehlke stated they have spent time educating the cities on the direction they need to go, he thinks everyone agrees with that, and now they need to follow-up to make sure those priorities are funded.

Member Shuman asked where LFJD falls in the pay range for part-time firefighters.

Chief Boehlke replied for Ramsey County part-time positions, they are probably close to the top in hourly wage. Full-time captain wages will need to be competitive because if the starting wage is too low they will hire them and lose them right away. Comparative case studies have been done and recently there has been an uptick in people leaving and moving to a career department due to pay, benefits, or shorter commute. He continued the Annual Report and shared about response time of 5 minutes 49 seconds noting many calls are to Presbyterian Homes on Centerville Road, and it is a drive to get there with trucks. Chief Boehlke spoke about building

fires, public fire education events, and Fire Marshall duties including code enforcement and fire inspections.

Member Azman asked if the department has trouble with any of the dry hydrants in North Oaks, such as Deep Lake canal or Charley Lake.

Chief Boehlke noted there is a problem dry hydrant by Nord Circle because it is so shallow there. Divers go out to inspect, clean off zebra mussels, and he clarified the department will do everything they can to not have to use dry hydrants. They are an option for the department, however if they can get on site fast and give a quick fire attack, they can control that fire before it becomes larger. When drafting water out of the lake many things can go wrong and he noted there is robust auto aid with neighboring departments. He shared many times the department will look for the closest municipal hydrant and have the engines/tankers drive out, refill, and return.

Member Shuman asked about the synergy with Ramsey County Sherriff in partnering on issues such as someone falling through the ice.

Chief Boehlke noted they work very cooperatively with the Sherriff on water rescue, searches, and spend a lot of time training together.

Member Shah asked about the SAFER grant.

Chief Boehlke thinks they will hear by September.

Member Shah noted funding impacts and that the City will have to take a look at it in regards to the 6 full-time captains and the new fire station.

Chief Boehlke explained that Shoreview, North Oaks, and Arden Hills requested State bonding dollars to pay for 50% of the cost of the headquarters fire station. He has not heard yet but thinks by the end of the month they will know about those bonding dollars. He noted the Fire Board is beginning to discuss a Fire District, which has special direct taxing authority for operating capital costs. The Fire District would also have the ability to bond for large projects in the future.

Member Shah asked when the City will talk next about the budget.

Administrator Kress noted the Fire Board will start meeting monthly and perhaps they will start looking at budget in May or June, but always before September, as it is needed for levy approval.

c. County Presentation - Geoffrey Maas Imagery collection in North Oaks for Ramsey County Assessor's Office and Public Safety interests

Geoffrey Maas gave a presentation on behalf of Ramsey County, noting many of the services the County provides requires aerial imagery including orthophotography, oblique, LIDAR, and street-level imagery. He showed examples on screen from Cyclomedia and shared a main reason for the photography is due to activities for assessors to understand changes to the landscape such as new buildings, demolitions, and parking lot changes. This helps the County understand

property value and assessment changes. He explained why Ramsey County does not just use Google street map for the street-level views due to time stamping, blurring of images, resolution of imagery, and lack of additional measuring tools. Mr. Maas noted a previous misunderstanding (2018-2019) about the private streets of North Oaks during data collection and stated the County is formally requesting permission from the City of North Oaks and North Oaks Home Owners Association (NOHOA) to collect street-level imagery in fall 2023. If permission were granted, street-view imagery will not be publicly viewable or available as one must have a registered account with Cyclomedia through the County; imagery would be made available to City Staff, and Police, Fire, and Emergency Services. Mr. Maas noted the County Assessor can perform work remotely and reduce traffic within the City. Mr. Maas noted formal letters requesting permission will be sent to the Mayor and NOHOA for consideration.

Mayor Wolter asked whether aerial imagery is updated every five years or so.

Mr. Maas replied in the affirmative noting the collection of aerial imagery began in the 1930s to 1950s.

Member Shah asked about the miscommunication in 2018-2019.

Mr. Maas explained the vendor drove into North Oaks without permission. Pictures were not collected as the vendor drove in and was immediately stopped.

Member Shuman would like a comprehensive list of people who would be granted permission or access to street-level views and what their purpose is for seeing that.

Member Azman asked whether the City has authority to grant permission on this request.

Member Shah noted roads are owned by residents and if they do not have their consent, how does the City have legal authority to give permission?

Member Azman asked who has discretion on deciding what people have access when they apply for an account.

Mr. Maas replied in North Oaks, it would be a municipal partner such as City Staff of Vadnais Heights. He does not know who would make that definitive decision.

Member Azman asked whether a contractor who wants to evaluate whether to market within the City could get access.

Mr. Maas replied in the negative noting permission is not granted to any private party, it is only for government employees who have a legitimate business purpose use.

Member Azman thinks it is a good idea, but he does not like it.

Mayor Wolter imagines a big part would be for the Assessor's office.

Attorney Nason spoke to the question of legal authority in granting access to the roads, and would like to see what legal authority the County thinks the City has. Second, when she goes on Ramsey County and clicks on a property record in any location other than North Oaks it pulls up a photo of the front of the home, which she assumes are the Cyclomedia photos.

Mr. Maas stated they would not collect the front of building photos throughout North Oaks. They would collect only from the street, but not a still shot.

Attorney Nason asked what the data practices classification of this data and if it is something other than public, on what basis?

Mr. Maas suspects it would be subject to Data Practices Act Chapter 13, however he is unclear on that. If someone from the public said they know the County has collected this data, and are demanding access to a screen shot from the street view, that may be something to talk to the County's Attorney about.

Attorney Nason's expectation is that it would be classified as public data, which is why she would like to clarify the County's position as the entity maintaining that data.

Member Watson shared that this topic is not new to North Oaks noting Google vehicles were in the City in 2008. As Mayor at the time, Mr. Watson spoke to the Google Attorney and indicated that they were trespassers as they did not own property or receive permission to be in the City. Member Watson noted one has no idea where the information is going. He shared that a couple of years ago he called a company for gutter cleaning and the company sent an image (from a drone or Google Earth) showing the exact measurements, showed his house from the front and all sides. In 2008, the City set a standard that one is a trespasser unless they have permission of property owners via NOHOA to go on the streets. Member Watson is in support of the County wanting to do these things, but it is similar to tax or income information filed with the State tax department, one cannot presume it is safe if someone wants access to the data. He is opposed to this.

Member Azman does not know whether NOHOA has authority to grant approval, either.

Member Shah has talked to some constituents who were very alarmed as it would violate the privacy of every resident in North Oaks.

Andrew Hawkins, President of NOHOA, noted the Board has plans to discuss the matter in June and thinks from a legal authority issue, there is a 2017 contract with the City saying NOHOA has the exclusive right to grant permission on the easements of the roads on behalf of the homeowners. Mr. Hawkins echoes what he has heard tonight and thinks they must give residents time to think it over and get a pulse-check of the community. He appreciates that the Mr. Maas has come to ask permission and the City and NOHOA should continue to have a conversation.

MOTION by Shah, seconded by Azman, to table the item until June. Motion carried unanimously by roll call.

d. Update and approval of Wilkinson Lake BMP project by VLAWMO

Phil Belfiori, VLAWMO Administrator, gave an update noting they will ask for consideration of approval for the projects they will present tonight, the Wilkinson Lake Deep Wetland Restoration project and Water Quality Management project. Mr. Belfiori shared about the project noting a 60% grant was received, North Oaks Company is meeting 20% of the local match, and the other half is VLAWMO. He showed a map onscreen of the project area noting it will be a place to slow water down, get sediment to filter out through the wetland restoration so the phosphorous is deposited in this location before dumping into Wilkinson Lake which is an impaired water body they are trying to clean up for nutrients.

Dawn Tanner, VLAWMO Program Development Coordinator, shared history of the grant received through the Environmental Protection Agency and the Pollution Control Agency, the feasibility study, concept development, and permitting procedures. On screen, Ms. Tanner showed the project design, including protection of a bald eagle nest, ditch depths, the creation of a berm to the west, which will be reseeded on site, cross-sections of the depths in the area, erosion control plan, and SWPPP (Storm Water Pollution Prevention Plan) narrative.

Mr. Belfiori noted VLAWMO is looking for consideration of any relevant permits the City has for this project.

Member Shuman asked Administrator Kress based on his interactions with engineering and VLAWMO, does he have any concerns?

Administrator Kress replied in the negative, noting they have been working on the project for a long time, the City's engineering Staff read it and gave comments. He noted VLAWMO is looking for a motion authorizing the Administrator to draft a letter of approval or acknowledgement of the project for their files.

Member Shah asked the timeline going forward.

Mr. Belfiori hopes to start construction in fall or winter.

Member Azman asked if Wilkinson Lake would then clean itself up or whether there would need to be follow-up work on the lake.

Mr. Belfiori noted this grant is the first of a four-phase grant program over 16 years focusing on the watershed and trying to clean up Wilkinson Lake, Birch Lake, and Tamarack Lake. They will continue measuring and monitoring the water, educating on lawn management and rain gardens, and that it is a comprehensive approach to make a tangible benefit to the lakes in the future.

MOTION by Shah, seconded by Shuman, to approve the request for a letter to be sent to VLAWMO. Motion carried unanimously by roll call.

8. UNFINISHED BUSINESS

a. **Discussion and possible action on engineering services, Infrastructure Master Plan, City Engineering consultant**

Mayor Wolter noted it would be nice to have 1-2 more submissions from engineering firms on the Infrastructure Master Plan, and she would like to have those companies come in and talk to the City Council.

The Council discussed engineering firms, the interview and presentation process, seeing examples of similar projects the firms have participated in, and sorting out the engineering within the City prior to the Infrastructure Master Plan.

Member Azman thinks the City Council needs to make a decision on the City Engineer because he would like their input on the Infrastructure Master Plan. He asked Engineer Korby if HR Green would submit an Infrastructure proposal.

Engineer Korby stated after listening to the Council he thinks is better served to assist the City with the RFP and review of the proposals as he has 36 years doing this type of study throughout the Twin Cities area. He thinks he could work as an asset on behalf of the City to evaluate the scope and proposals. He knows the other firms, noting each has advantages and disadvantages. His preference would be to work on behalf of the City and not submit a proposal.

Member Shah asked the Council for dialogue on the City Engineer and making a decision on who is the best fit. She noted Sambatek is the other firm that she and Member Azman have worked with, as well as HR Green. She noted Sambatek has almost 33 years of knowledge in working with the City.

Member Shuman asked if there would be a cost reduction in making a change from HR Green to Sambatek.

Administrator Kress replied in the affirmative.

Member Shuman asked if the cost reduction would be significant, in Mr. Kress' opinion.

Administrator Kress replied in the affirmative, noting it is pretty significant at \$190,000 for Sambatek versus \$250,000 each for Engineer Korby and Engineer Morast from HR Green.

Mayor Wolter noted with new residents coming in and building homes, it seems that there has been a shift in costs for a CUP when they are building.

Administrator Kress noted it will be more expensive with two primary engineers, which is what the City currently has, versus having one engineer at a lower rate. Typically, one would see about \$3,000 for a CUP or variance but there were a number of times it was well above that at \$15,000-\$20,000 for a home-height CUP, for example.

Member Azman clarified some of these issues are with the City as if they do not want two engineers at the meeting they should tell them that and they will not have to pay for it. He noted

it is not fair for the service to be provided and to then complain about it, as it is not the engineers' fault.

Member Shah feels the residents are being abused by these costs, saying the City does not have an open checkbook and there must be an understanding when numbers are racking up. She noted it is insane to charge residents between \$22,000-\$35,000 for a CUP.

Member Azman went to the League of Minnesota Cities and heard "criticize in private, praise in public," and he does not think this is a good forum, noting Mr. Korby is sitting here and has to hear all of this, as it is public. Member Azman is uncomfortable with this discussion now noting they can have a work session. He noted Ms. DeWalt at Sambatek did a great job but is not present tonight and he is not comfortable publicly engaging.

MOTION by Shah, seconded by Shuman, to authorize Administrator Kress to solidify the contract with Larina DeWalt to be the primary Engineer for the City of North Oaks.

Member Watson clarified that Sambatek was only in the City for about eight years, rather than 32, and were an employee of a former engineering company that worked in the City.

Engineer Korby commented on the CUPs noting except for Nord, HR Green has been zero dollars on the CUP reviews as that is part of general engineering and part of the \$1000/month retainer. Nord was expensive because HR Green was asked to evaluate for the walkout and the groundwater, which had additional evaluations and meetings, which got expensive. Other than the Nord homes, HR Green has been charging zero dollars.

Motion carried by roll call as Members Shuman, Azman, Shah, and Wolter voted for; Member Watson voted against.

9. NEW BUSINESS

a. Update and approval of Wilkinson Lake BMP project by VLAWMO

This item was moved under section 7, Petitions, Requests, and Communication.

b. Discussion and possible action on CLCA water connection, bid results, bid acceptance, schedule

Jim Bowyer, CLCA representative, gave a high-level history and overview of the project noting 20 homes/users are utilizing a pump house that is obsolete and needs a lot of work. In March 2021 they began talking to the City about hooking into the Shoreview water system, a feasibility study was done, and after a long journey an agreement was reached with 20 special assessment agreements. He noted the design is oversized and can services dozens more homes; down the road they would have some provisions in agreements about future hookups that may need access to municipal water. Today, CLCA is experiencing sticker shock, noting the engineering estimates in late 2022 was \$165,000 for the capital work and does not include engineering and legal work. He noted the lowest bid for the work came in at \$240,000 and is still missing one item. In round numbers, CLCA is looking at around \$400,000 for this project which is double what they thought it would be in October/November of 2022. They are committed to proceeding,

however, it is a bigger number than they thought. The City very nicely agreed to finance the project on a 10-year basis at 5% which are very good terms, and CLCA would like to see if North Oaks is willing to help, take part of the share, as it is also the City's asset and responsibility is shared for it. Regarding lift station #4, it was excluded from a utility transfer agreement from North Oaks Company and the City of North Oaks. The lift station serves 57 homes and it is CLCA's responsibility to service that lift station and they do not want to be in that business. He asked if sub-associations should be in the utility business.

Member Azman asked if grants are available through Met Council or the State.

Administrator Kress replied in the affirmative, but grants are not available as quickly as they were trying to accommodate the request for CLCA.

Mayor Wolter asked how many more homes that could service.

Mr. Bower noted Engineer Korby said the 8-inch line would serve a small town.

The City Council discussed timeline of the project, ways to lower cost such as the City paying for the upsize, the high-cost of engineering estimates, a situation with the Golf Course where they made the lines smaller rather than upsizing, and the usage of ARPA funds. After discussion, the City Council shared the desire to help with a portion of costs.

Attorney Nason shared another option, noting the project was competitively bid so they have the right to reject all the bids and rebid the project, although costs include delays in timelines and preparations of the documents. She does not think it will accomplish any significant change in the cost.

The City Council discussed approving the Resolution tonight for \$240,000 and then continuing discussion at the next meeting about how the City could contribute after Administrator Kress does the analysis.

MOTION by Azman, seconded by Wolter, to approve Resolution #1480, awarding contract to Minger Construction Co., Inc. For Charley Lake Water Connection Project. Motion carried by roll call as Members Azman, Shuman, Shah, and Wolter voted for; Member Watson abstained.

10. COUNCIL MEMBER REPORTS

Member Shuman remind the public that he will keep working to making Pleasant Lake a healthy, safe lake to swim in without contracting a parasite. He went to the Rapp Farm monthly meeting and discussed safety initiatives, he noted demonstrations happening regarding emergency notifications, and they are looking at bids for ingress/egress license-plate enabled cameras around the perimeters of the community.

Member Watson is working with White Bear Township on the JPA renewal, sharing about a bill in legislature to put the administering of water in the White Bear area and surrounding five miles overseen by Met Council.

Member Shah spoke about the Fire Board now meeting on a monthly basis, and reminded people to be vigilant as they are walking on the streets.

Member Azman is on the Cable Commission Board and will have more to report on a bill at the legislature after the next meeting.

Mayor Wolter thanked the first responders, reminded the public that road restrictions are still on, she attended the NOHOA egg hunt with about 500 people in attendance, and she thanked HR Green for their service to North Oaks. She spoke about losing power in her home for two days during the recent storm and thinks an important part of the Master Infrastructure Plan is looking at areas where power lines are not yet buried.

11. CITY ADMINISTRATOR REPORTS

City Planner Lindahl noted the Planning Commission met the previous night and recommended approval of a Comprehensive Plan amendment for Red Forest Way South, which would allow them to come into the MUSA (Metropolitan Urban Service Area).

Member Azman shared the Planning Commission will also be looking the Ordinance regarding their authority on amending the Comprehensive Plan and a task force of Mr. Kress, Dave Cremons, and Member Azman will work with Staff to discuss and bring forward to the Council.

Administrator Kress spoke to the USDA regarding deer management and hopes for a presentation on waterfowl, turkey, deer, and relation to diseases and tick management. He is also working with the City Forester to look at diseased trees.

12. CITY ATTORNEY REPORTS

Attorney Nason said there are some images publicly available that could only have been obtained by entering the City of North Oaks and driving on the private roads, seemingly without permission by residents, the City, or NOHOA. She has drafted a cease-and-desist letter and wants to receive approval for her office to send the letter and take follow-up action necessary.

The City Council supports sending the letter and looking at what next steps may be.

13. MISCELLANEOUS

a. April 2023 Forester Report

14. ADJOURNMENT

MOTION by Shuman, seconded by Azman, to adjourn the meeting at 9:32 p.m. Motion carried unanimously by roll call.

Kevin Kress, City Administrator

Krista Wolter, Mayor

Date approved _____

**North Oaks City Council
Meeting Minutes
North Oaks City Council Chambers
May 11, 2023**

1. CALL TO ORDER

Mayor Wolter called the meeting to order at 7:00 p.m.

2. ROLL CALL

Present: Mayor Krista Wolter. Council Members Mark Azman, John Shuman, Sara Shah

Absent: Tom Watson.

Staff Present: Administrator Kevin Kress, Attorney Bridget Nason.

Others Present: Videographer Kenny Ronnan; Bill Long, North Oaks Home Owners' Association (NOHOA) Secretary; Lauren Grouws, North Oaks Company; Alicia Oullette, Crime Prevention Deputy; Matt Lassegard, Ramsey County Sherriff
A quorum was declared present.

3. PLEDGE OF ALLEGIANCE

Mayor Wolter led the Council in the Pledge of Allegiance.

4. CITIZEN COMMENTS

North Oaks Home Owners' Association (NOHOA) Secretary Bill Long gave an update on what was going on with NOHOA. He noted they are in an analysis on a management company format for the organization and hope to have something solidified by June 1, 2023.

Member Shah asked when the Summer Fest was happening. Mr. Long replied it would be on June 3, 2023.

Member Azman noted the Council has been discussing the possibility of having joint meetings with NOHOA and the City and asked if Mr. Long could relay the information to the NOHOA Board. Mr. Long stated he would do that and NOHOA has a desire to engage more.

5. APPROVAL OF AGENDA

Administrator Kress noted he was hoping to move the 2022 audit presentation to the beginning of the meeting but the presenters were not yet present online so the Council did not have to move the item up since there was a video they could show in place of the presenters.

Member Shuman asked what Administrator Kress' guidance was. Administrator Kress stated either is fine and they can accept the audit as is since it has been the same each year but suggested to leave it under 9a of the agenda.

MOTION by Azman, seconded by Shah, to approve the Agenda. Motion carried unanimously.

6. CONSENT AGENDA

a. Approval of Licenses:

Arborists: Bratt Tree Company

Mechanical: Air America Htg. & Cooling, Inc.; Four Seasons Air Specialist, Inc; K & S Heating & Air Conditioning; Mitchell Heating, LLC; Patton Heating and Air; Plumbing Restoration and Services; Underdahl's Heating & Air

b. Approval of Temporary Liquor License - NOHOA Summerfest 6/3/23

c. Approval of City Financials for the month of April 2023

EFT's: 000694E – 000700E

Check #014884 - 014915

MOTION by Shuman, seconded by Shah, to approve the Consent Agenda as presented. Motion carried unanimously.

Member Shah noted there were no minutes to approve. Administrator Kress mentioned they forgot to include it but would add the minutes for next month's meeting.

7. PETITIONS, REQUESTS & COMMUNICATIONS

a. Ramsey County Sherriff: Officer Matt Lassegard Report

Officer Lassegard gave a summary of the written report and warned the public of a local scam that includes someone pretending their car is broken down and asking to use a phone to call a tow truck but instead uses the phone to transfer money on the Cash App. There have been a number of catalytic converters stolen at 5919 Centerville Road but Officer Lassegard has not seen anything when he drives by. There has been dumpster diving, rock collecting and eagle watching at the Spring Farm construction site and while there have not been many complaints, Officer Lassegard called the contractor to let them know not to give people permission to be on the site. He noted there is no solicitation and encouraged anyone who experiences any sort of solicitation to give the police a call. There has been more speeding, noting the speed limit is due to the winding roads, and expressed the importance of caring for the neighborhood. He noted it was Mental Health Month and explained there was an increase in mental health calls and encouraged anyone who may need help to reach out.

Member Shuman asked Officer Lassegard if he feels like he has enough resources and expertise from the County when answering a mental health related call. Officer Lassegard replied that the County Crisis Team comes out more often but they has not needed their services recently. He explained how they handle mental health related calls with juveniles and adults and noted Northwest Youth and Family Services has been a good resource they use.

Officer Lassegard explained he could not share too much information about the recent burglary on West Pleasant Lake Road since it is an ongoing investigation but stated meth was not being made there.

Member Shah noted she has spoken with Officer Lassegard before the meeting and asked him if it was an isolated event.

Crime Prevention Deputy Alicia Oullette gave an update on crime in North Oaks and noted the recent burglary was the only one in 2023 and there has been a drop in the recent years. With the growth of the City, burglaries can increase but she has not noticed a pattern of “snow birds” being targeted and instead sees crime throughout the entire year. She encouraged the public to use resources such as calling the County’s Community Affairs Officers who will do a home watch, get additional education from officers in the County, and communicating with neighbors to keep an eye out on the neighborhood.

Member Shah asked where accurate crime related data about the City could be found. Member Azman added the Council receives the Daily Notable Events from the County reported to them. Deputy Oullette stated she would need to check with the County but often times the data can change when they receive an accurate date to the crime.

Member Shah noted she heard about the burglary through Facebook and was frustrated that there was not a way for the Council to find out accurate data sooner. She added there could be changes in the future for better communication. Member Shuman agreed and stated the information to the community was slow, and inaccurate, and emphasized to not dismiss the crime and instead find solutions so it does not happen again.

Mayor Wolter asked if crimes were being reported in the *North Oaks News* and expressed her desire to know what is happening in the community in writing. Deputy Oullette noted other cities have done the same and added the option of putting it on the website to make it more accessible. Administrator Kress stated they have done tidbits in the past and suggested Officer Lassegard pull items for the *North Oaks News*.

The Council discussed where data was pulled from, how to get data to the *North Oaks News*, what information to include, block captains, and how to engage the community.

Member Shuman asked Deputy Oullette about creating a map that shows block or cul-de-sac watch captains. Deputy Oullette noted they are working on naming each neighborhood and creating maps. There are about three captains who have come forward and they can typically find more people during Night to Unite.

Officer Lassegard noted there are volunteer opportunities to help with the Community Affairs Department. Deputy Oullette noted there is a social worker included in the Ramsey County dispatchers.

Member Shah suggested having educational videos and resources available for residents.

8. UNFINISHED BUSINESS

a. Discussion and possible action on rescinding local emergency declaration

Attorney Nason gave a summary of the item stating there is a resolution to consider that would rescind the local emergency declaration due to the Covid-19 pandemic. Members are still allowed to attend meetings virtually but would follow a different set of guidelines.

Member Azman asked if the federal government declarations expired today. Attorney Nason agreed and stated one national emergency expired this week and the other expired today.

MOTION by Azman, seconded by Wolter, to approve Resolution #1481 the termination of the existing local emergency declaration related to the Covid-19 health pandemic. Motion carried unanimously.

9. NEW BUSINESS

a. 2022 audit presentation

Administrator Kress explained the presenters were not available virtually and if the Council was comfortable, they could make a motion to accept the audit and he could explain the letters of credit and the escrow money.

MOTION by Shuman, seconded by Shah, to accept the 2022 audit. Motion carried unanimously.

Lauren Grouws, North Oaks Company, explained she would like to hear how the Council would like to proceed with the cash escrows and letters of credit. The letters of credit renewal is in June 2023. Administrator Kress explained the cash escrows are in place to make sure the development projects are completed and since 1999 the City has never reused the money. But the auditor would prefer to cash out the money instead of transferring it each year. The two options are to either have one line of credit which would encompass the remaining development sites, or change the language in the developer's agreement that would not include a letter of credit or cash escrow with the requirement to perform satisfactory work.

Member Azman asked how much cash was in the account. Administrator Kress replied it was roughly \$500,000.

Attorney Nason reviewed the background of the model development contract and noted that Section 11 that requires a 125% surety bond, letter of credit, or cash escrow provided for a number of items the developer is responsible for installing. The Council can remove the requirement for the existing developments or for future developments. There are two letters with two separate requests. The first one is to eliminate the outstanding credit for Red Forest Way Phase 1 and the second one is on the Gate Hills Subdivision.

Member Azman stated it was too new for him to feel comfortable to take action. Administrator Kress noted they would need to take action before June 1, 2023.

Mayor Wolter asked if the letter of credit acted the same as the cash escrow. Administrator Kress agreed and added the preference is to roll the money into one letter of credit.

Mayor Wolter asked if there was greater risk in doing a letter of credit. Attorney Nason explained it would not have greater risk.

Member Azman asked what requirements there were to approve a bank. Attorney Nason stated it would need to be a major bank in the Twin Cities.

Member Azman asked Attorney Nason what other cities do. Attorney Nason replied her other cities have a line of credit.

Member Azman asked what the \$500,000 was being used for. Administrator Kress stated some is being used for the development projects and would need to move the cash into the letter of credit.

Attorney Nason explained what the process would look like as they work with the current developers.

The Council discussed the level of risk, the process on writing up the agreement, and the timing of the expired accounts and creating the new letter of credit to avoid a gap.

MOTION by Azman, seconded by Shuman, to allow the release of the existing letters of credit after a new letter of credit with a revised amount that covers all developer obligations for all of the outstanding East Oaks PDA related developments is provided to the City and to allow release of the cash escrow at the same event. Motion carried unanimously.

b. Discussion and possible action on Memorandum of Understanding with White Bear Township

Attorney Nason gave the background on the lawsuit between the White Bear Lake Restoration Association and Department of Natural Resources for allowing over pumping of aquifer into the water which caused a reduction in the lake level for White Bear Lake. An order was eventually filed that required the DNR to take steps including making amendments to the existing water appropriations for towns within a certain radius of White Bear Lake. She reviewed the other requirements that came from the lawsuit.

Attorney Nason explained that all the surrounding cities involved challenged the conditions that were required through a contested case proceeding. All the parties involved met last week for mediation for a resolution but it was unsuccessful. Administrator Kress has met with White Bear Township to discuss rescinding the original discontinuation of providing water to the City under the existing joint powers agreement.

Administrator Kress reviewed the Memorandum of Understanding included in the Agenda Packet. He asked the Council for feedback in the next few days.

Mayor Wolter asked Administrator Kress to review the areas of the City that would be affected. Administrator Kress stated it is unknown at the moment since they do not know the results of the litigation but anyone who gets a water bill from White Bear Township would be affected.

Member Azman asked if conditions could be included in the Memorandum of Understanding. Administrator Kress stated they could and, if necessary, they could have a meeting with the Board of White Bear Township and the City Council.

Member Shah asked if the data could be pulled to see how many gallons of water is being used and if 75 gallons is enough for each household. Attorney Nason stated White Bear Township has the data and could obtain the current data.

Member Shah asked how residents who have private wells and septic are affected. Administrator Kress noted it is in the conditions because it is a part of the same aquifer and does not know if it will be required to install meters for the DNR to monitor how much water is being used.

Member Shah asked what steps needed to be taken moving forward. Administrator Kress explained either way, it will come back to the Council and there will need to be an agreement.

Mayor Wolter asked what the timeline was. Administrator Kress stated it needs to be completed before the letter terminates on May 2, 2024 but no action would need to be taken immediately.

The Council discussed the desire for improved communication, what to communicate to the public, and who should communicate,

c. Discussion and possible action on City publication

Mayor Wolter explained the possibility of a mailing a six-page publication to all residents in North Oaks which includes updates from the City, list of who to call, update from NOHOA and upcoming events, other stakeholder information, and an ongoing calendar. It would be paid through a sponsor and be sent out on a quarterly basis.

Member Shuman stated he liked the idea and the format.

Member Azman asked Administrator Kress how other cities distribute a newsletter. Administrator Kress stated mail, electronic, and posting on the city website.

Attorney Nason explained State Statute requires all donations be approved by a resolution. The Council can direct the City to move forward without the donation resolution until there is a donation being offered.

MOTION by Shah, seconded by Azman, to authorize the Mayor and City Administrator to initiate the Community Newsletter. Motion carried unanimously.

10. COUNCIL MEMBER REPORTS

Member Shuman attended the VLAWMO meeting, and shared they are scheduling a tour on some of the projects. Both ENS and CCTV perimeter initiative potential vendors have provided presentations and he will give the proposals to Administrator Kress so Administrator Kress can socialize them with the Council and NOHOA.

Member Shah gave an update on the Fire Board meeting stating the big discussion is about the fire district. Information will be provided to the Council soon where the Council will need to have discussion on how it will impact the City.

Member Azman shared about the Cable Commission meeting noting one of the initiatives they are pursuing is to submit comments to the FCC to appeal rules to keep local decisions on the Equal Access Act. Information on how it will impact the City will come out next week. He attended the Planning Commission meeting and shared that the Planning Commission unanimously voted to approve the preliminary plan for Red Forest Way South Phase 2 with 17 lots. They are asking to do City sewer and water but that will be determined if the Met Council agrees to the change to the City's Comprehensive Plan. If it is not approved, the development will need to do septic and well and adjust the lot lines. He shared about the Fire Relief Association meeting and noted they discussed the investment strategy, and pay outs for firefighters who have retired or are eligible for benefits.

Mayor Wolter asked if the water would be connected from White Bear Township to the new development. Member Azman agreed and explained he had asked if they would be able to extend the connection for the future. Administrator Kress added that if the plan is not approved by Met Council, the Planning Commission asked for it to be sent back to them.

Mayor Wolter shared about a special Council meeting where they interviewed three potential engineering firms to look at and analyze the infrastructure which included water, sewer, utilities, road standards, etc. The proposals are being done to be proactive and to have a long term plan. There are two more interviews with engineering firms.

11. CITY ADMINISTRATOR REPORTS

Administrator Kress shared a reminder that brush pick up is on May 25, 2023 and encouraged residents to sign up.

Administrator Kress asked the Council would like to close the office for Juneteenth on June 19 in anticipation that the State will close offices on that day. He noted July 4, 2023 is on a Tuesday and asked the Council if they would like to close offices on Monday July 3, 2023.

The Council agreed to close the office on July 3, 2023.

Administrator Kress noted there was a water main break in the Rat Farm District so they are looking to work with the homeowner. He estimated it will cost a couple thousand dollars in order to replace the landscaping.

The Council agreed to work with the homeowner to fix the landscaping.

Administrator Kress noted he is working with the City Planner and Member Shah on creating a smart sheet to give the Council a snapshot on items the Council will need to take action on.

12. CITY ATTORNEY REPORTS

None.

13. MISCELLANEOUS

a. City Forester Reports

The report is included in the Agenda Packet.

14. ADJOURNMENT

MOTION by Shuman, seconded by Azman, to adjourn the meeting at 8:48 p.m. Motion carried unanimously by roll call.

Kevin Kress, City Administrator

Krista Wolter, Mayor

Date approved _____

**North Oaks City Council
Special Meeting Minutes
North Oaks Community Room
April 13, 2023**

1. CALL TO ORDER

Mayor Wolter called the meeting to order at 5:15 p.m.

2. ROLL CALL

Present: Mayor Krista Wolter, Councilmembers Sara Shah, John Shuman, Mark Azman

Planning Commission: Chair Cremons

Electronic: Yoshimura-Rank, Nick Sandell

CC Absent: Councilmember Tom Watson

Electronic:

PC Absent: Weins, Ostlund,

Staff Present: Administrator Kevin Kress, Attorney Bridget Nason,

A quorum was declared present.

3. DISCUSSION ITEMS

3a. City Council / Planning Commission Training Session

City Attorney Nason and City Planner Kendra Lindahl introduced themselves and their firms. They reviewed presentation which will be attached to the Minutes.

Attorney Nason spoke on:

- Described how North Oaks operates under a Plan B type structure with Council setting direction, and City Administrator executing direction of Council.
- Nason reviewed open meeting law guidelines. A meeting is considered as anytime there is a quorum of the body, that discusses, decides or receives information as a group, and information is related to official business. This includes such items such as: chance social gatherings, emails, etc.
 - Emails should only be one-way communication. Do not “reply to all”.
 - Social Media – violating open meeting law as if you are friends on FB with a quorum of CC members; followed on Twitter, or “linked in” with quorum AND you discuss, post, or opine about any official business which is coming before the body.
 - There are penalties for violation of open meeting law.
- Nason spoke out conditions in which can “Close” a meeting. There are certain situation in which you MUST close a meeting, other times you “may” close.
- Spoke on what constitutes Public Data and what must comply for Data Practices Act. There are 3 classifications: Public, Private/nonpublic, Confidential / Protected nonpublic

- If data is within your possession and relates to business materials it is subject to data practices law
- Conflicts of Interest
 - Could be contractual or in other matters, gifts, ruling, and more
- Public Hearings – Reviewed when they are required by public law. These include: land use applications, assessments, TIF/Bonding/Financial Approvals, land vacation and more
 - Must be Notices to all interested parties including the public
 - There must be a full record of the presentation by applicant, City and the public.

City Planner Kendra Lindahl spoke on the Municipal Planning Process:

- Standard phases include:
 - Create: Comprehensive Plan & Zoning/Subdivision Ordinances
 - Apply: Subdivision Applications, Conditional use Permits, Variances
 - Administer: Plan Review, and Building Permits
- Discussed goals for Municipal Planning. The documents include:
 - Comprehensive Plan
 - Zoning Ordinance – establishes standards for development
 - Subdivision Ordinance – established standards for new subdivisions
 - Regulates lots sizes, what streets look like, requirements for parks, trails, preservation of natural resources
 -

Conditional Use Permits and Variances:

- Permitted Use
 - Allowed within guidelines (such as single-family home on RSL property)
- Conditional Use or special use
 - A permitted use to which reasonable conditions may be based on factual findings. Once granted it stays with the land.
- Interim Use:
 - Temporary use of the land to which reasonable conditions may be attached and which may expire on a certain date, when property sells, or when zoning ordinance no longer allows it
 -
- A variance is a department from the requirement of the zoning ordinance
 - Applicant must show variance is granted when the are “practical difficulties” – is it reasonable, has unique circumstances related to the physical property,

60-Day Rule

- City Council must act on a zoning application (CUP, variance, site plan, final plat) within 60 days after receipt of the completed application
 - Failure to act in the timeframe results in approval of the request.
 - Have 15 to deem “complete”
 - Denials must have written findings of fact and reasons for denial

Chair Cremons asked if the Planning Commission and City Council can have different findings. Planner Lindahl confirmed they can have different findings.

Attorney Nason addressed methods to address Nuisance Issues – Need to first address if private or public issue. If public issue:

- Criminal Citation
- Statutory injunction
- Statutory Hazardous Building
- Abatement

Discussion between Councilors of various topics.

8. ADJOURNMENT

MOTION by Azman, seconded by Shah, to adjourn the meeting. Motion carried unanimously by roll call.

Planning Commission Sayre, Cremons to close meeting at 6:39 p.m.

Kevin Kress, City Administrator

Krista Wolter, Mayor

Date approved _____

**North Oaks City Council
Special Meeting Minutes
North Oaks Community Room
May 9, 2023**

1. CALL TO ORDER

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

2. ROLL CALL

Present: Mayor Krista Wolter, Councilmembers Sara Shah, John Shuman, Mark Azman

Absent: Councilmember Tom Watson

Staff Present: Administrator Kevin Kress

A quorum was declared present.

3. DISCUSSION ITEMS

3. Discussion and possible action on infrastructure master planning proposals. Meet and greet various engineering firms.

Three Engineering firms attended a special session to introduce their firm and how they would conduct a Long-Range Planning Infrastructure report for our North Oaks Community. The long-range planning project would review how utilities, sewer, water, roads, etc could be managed to support North Oaks Community as a whole in the future as the community ages.

The engineers spoke in the following order:

- H.R. Green
- TKDA

Presentations were made by firms and conversation occurred between Councilors and Engineer firms. The final three firms will present to Council at a future date / time.

8. ADJOURNMENT

MOTION by Shuman, seconded by Shah, to adjourn the meeting. Motion carried unanimously by roll call.

Kevin Kress, City Administrator

Krista Wolter, Mayor

Date approved_____

**North Oaks City Council
Special Meeting Minutes
North Oaks Community Room
May 25, 2023**

1. CALL TO ORDER

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

2. ROLL CALL

Present: Mayor Krista Wolter, Councilmembers Sara Shah, John Shuman, Mark Azman

Absent: Councilmember Tom Watson

Staff Present: Administrator Kevin Kress

A quorum was declared present.

Approval of Agenda

MOTION by Shah, seconded by Shuman, to approve the agenda. Motion carried unanimously by roll call.

3. DISCUSSION ITEMS

3. Discussion and possible action on infrastructure master planning proposals. Meet and greet various engineering firms.

Two Engineering firms attended a special session to introduce their firm and how they would conduct a Long-Range Planning Infrastructure report for our North Oaks Community. The long-range planning project would look out how utilities, sewer, water could be managed to support North Oaks Community as a whole in the future as the community ages.

The engineers spoke in the following order:

- WBS
- Bolton Menk
- Sambatek

Presentations were made by firms and conversation occurred between Councilors and Engineer firms.

8. ADJOURNMENT

MOTION by Azman, seconded by Shah, to adjourn the meeting. Motion carried unanimously by roll call.

Kevin Kress, City Administrator

Krista Wolter, Mayor

Date approved_____

**North Oaks City Council
Special City Council Meeting Minutes
North Oaks City Council Chambers
May 31, 2023**

1. CALL TO ORDER

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

2. ROLL CALL

Present: Mayor Krista Wolter. Council Members Mark Azman (arrived at 5:40 p.m.), John Shuman, Sara Shah, Tom Watson.

Staff Present: Administrator Kevin Kress, Attorney Bridget Nason, City Planner Kendra Lindahl

Others Present: Videographer Kenny Ronnan; North Oaks Company, Lauren Grouws; North Oaks Company, Mark Hauge; NOHOA President, Andrew Hawkins; NOHOA Secretary, Bill Long,

A quorum was declared present.

3. DISCUSSION ITEM(S)

3a. Consider Application for Comprehensive Plan Amendment to amend City of North Oaks 2040 Comprehensive Plan to add additional properties within the areas designated for future municipal sewer and water service and within the area designated as emerging suburban edge. (Modification of Tables 12, 13, 14 and 15 of Chapter 3 and amendments to Maps 1, 16, 17 and 18 of the City of North Oaks 2040 Comprehensive Plan which would allow the installation of municipal sanitary sewer and water systems, as well as the addition to the Emerging Suburban Edge (Map 1), Future Sewer Area (Map 16), Future Service Area (Map 17), and Future Water Service Areas (Map 18). The areas proposed to be added to Maps 16, 17 are Tracts A through R of RLS 640. Maps 1 and 18 areas proposed to be added area Tracts A through R of RLS 640 and Tracts F and H of RLS 561.)

City Planner Kendra Lindahl presented on the Comprehensive Plan Amendment for Red Forest Way South. She noted it is the last subdivision and added the request is for the Comprehensive Plan Amendment (CPA) to expand to the Metropolitan Urban Service Area (MUSA). This would allow sanitary sewer and water to serve Red Forest Way South (phase 2 and part of phase 1). It requires changes to four maps in the 2040 Comprehensive Plan (Maps 1, 16, 17 and 18). The City was anticipating this as a potential amendment and included language in the Comprehensive Plan to allow developments in the east Oaks PUD area to be connected to sewer and water.

City Planner Lindahl displayed the various maps that would require changes and noted there is no text change.

City Planner Lindahl stated the Planning Commission recommended approval on their April 12, 2023 meeting. Following the Planning Commission meeting, the applicant reviewed the sanitary sewer portion of the request to serve Red Forest Way South 2nd Addition and only part of the 1st Addition.

City Planner Lindahl explained the CPA would allow connection to sanitary sewer and water. Sections H and K of the Comprehensive Plan allow such changes. Approval would allow connection. Denial would require septic and individual wells.

City Planner Lindahl stated if the Council approves the request, it would require an amendment to the phase 1 PDA and development agreement to reflect the utility service. The full cost of construction would fall on the developer and home owners would be responsible for maintenance.

Member Azman asked what the change was from the Planning Commission to now. City Planner Lindahl explained the Planning Commission had discussion regarding how much of the first addition would be in the MUSA. The applicant has consistently noted there are only a certain amount of lots they can serve and did not plan on 7 parcels being in the first addition. However, the initial graphic showed the parcels in the MUSA; if they are in the MUSA it is a requirement to connect to sanitary sewer and water.

Member Azman asked if there were plans to connect the 7 parcels in the future. City Planner Lindahl replied that there was capacity within the lift station to serve all of Red Forest Way South but the limitation is from the current size pipe.

Member Azman asked if there was capacity beyond Red Forest Way South.

Lauren Grouws, North Oaks Company, stated there is additional capacity with the lift station being designed for 33 homes.

Member Azman asked how much more capacity an 8-inch line could create. Ms. Grouws stated it is standard for a large developments have an 8-inch line and could go a ways.

Member Shah asked to clarify the process after the approval has gone to the Metropolitan (Met) Council. City Planner Lindahl explained it is common for a preliminary plat to be contingent on the Comprehensive Plan going through the Met Council process with 90-120 days being typical. If the Council approved, Staff would work to get the submittal in that week to begin the process. The resolution includes a contingency that the project is approved based on the Comprehensive Plan amendment getting reviewed by the Met Council and also includes a condition that if denied, they have to revise the plans and come back with new plans on wells and septic. The final plat will not come to Council until it goes through the Met Council process.

Member Shuman asked Administrator Kress if he had any concerns. Administrator Kress stated the plan design would remain the same but the Council would need to continue to discuss staggering the lot lines in the cul-de-sac.

Member Azman asked if the submittal to the Met Council would require an explanation of the reasons for the requested change. City Planner Lindahl replied it would not but they do ask for a copy of the Staff report and the approved resolution.

Member Watson noted home owners would be responsible for maintenance and stated historically it was a part of the joint powers agreement (JPA) with White Bear Township that in turn gets billed back to the affected parties and he could not imagine a homeowner digging up a sewer line. City Planner Lindahl agreed that it was a part of the JPA with White Bear Township and clarified that she was emphasizing that the cost would not be from the City but would be from the homeowners.

Member Watson commented that there are 3 major components to the JAP with White Bear Township which are water, providing sewer maintenance, and managing. He explained the decisions regarding the White Bear Township case are unclear as well as how the JPA will move forward if it has expired already. He added he would like to see the math on how much water the City has claim to and noted each decision has a different matrix. Administrator Kress agree and stated it was a discussion in the Planning Commission meeting.

Member Watson noted many homeowners in the City do not understand why they are faced with the potential of a reduction in water usage per capita.

Member Azman added that he would like to see the infrastructure to go in case there is a solution with St. Paul water in the future.

Member Shah explained there was a lot of unknowns but noted Dave Cremons mentioned they could offer maximum flexibility to the future residents if they approve it.

Member Watson asked what would happen if White Bear Township did not approve. Administrator Kress replied they would need to revise the plan sheets. If the Met Council approved it as it is, it would include water and sewer for all of the lots. If the Met Council came back and said sewer and water could only extend to 10 homes, the plan would still need to be revised. Mayor Wolter added there are sections of the City that have City water while others have a well or septic.

Member Watson explained there should be some caution when speaking about water in parts of North Oaks that have nothing to do with the PDA since water will be in short supply. Mayor Wolter agreed and added they should look carefully at the entire City.

Member Azman asked if they need to revise the proposed resolution to say “contingent on review and comment by the Met Council and the supplying water authority”. Administrator Kress noted number 3 addresses the JPA with White Bear Township and the preliminary plat will do the same thing.

MOTION by Azman, seconded by Shuman, to approve Resolution #1482, approving a Comprehensive Plan Amendment to add additional properties within the Metropolitan Urban Service Area (MUSA) for water and sewer service.

Member Watson noted to Administrator Kress that item 3 in the resolution needed to be revised based on the conversation he had with City Planner Lindahl to indicate that the fiscal responsibility is on the homeowner but the City will be involved due to the JPA.

Member Shah asked if there was an impact on the resolution. Member Watson noted maintenance is tied up with the JPA. Administrator Kress stated they could eliminate “Ongoing maintenance would be the responsibility of the homeowners served by water and sewer system, not the City”. The Council agreed with this revision.

AMENDMENT MOTION by Shah, seconded by Shuman, to amend the motion to remove the sentence beginning with “Ongoing” in item 3. Motion carried unanimously.

MOTION AS AMENDED by Azman, seconded by Shuman, to approve Resolution #1482, approving a comprehensive plan amendment to add additional properties within the Metropolitan Urban Service Area (MUSA) for water and sewer service. Motion carried unanimously.

3b. Discussion and possible action on Age-Friendly Minnesota Community Grant

Administrator Kress explained that last week, Staff learned about this grant and tentatively accepted it but the City Council has the final authority.

City Planner Lindahl stated the grant was forwarded from NOHOA with a quick turnaround. Staff believed it could tie in with the infrastructure planning effort the City was working on. The City put together a grant in February 2023 for outreach efforts and the State DHS came back with 3 options to accept a modified grant amount a little less than half of what they had proposed, accept the grant and direct it towards something else, or decline the offer.

Mayor Wolter asked what the name of the grant was and how much the City had proposed. City Planner Lindahl explained the proposal was \$49,429 and received \$22,901. Mayor Wolter asked Ted Risdall why the grant was pursued. NOHOA member Ted Risdall stated strategically they wanted one plan that would involve the City, NOHOA and the North Oaks Company.

Administrator Kress explained the item could be pushed to the next Council meeting in order to have more time to process.

Member Shah asked what the timeframe was to use the grant. City Planner Lindahl replied she believed it was the end of 2024.

Member Shuman asked what the top items the grant money would be used for. Administrator Kress explained there may not be many answers since it has been such a quick turnaround and had no expectation on a motion during the meeting.

Member Azman what kind of things the grant was intended to go towards. Administrator Kress stated it was to create age friendly amenities in the City. However, most of the amenities are through NOHOA so DHS agreed that the money could go towards supporting NOHOA.

Administrator Kress suggested the Council to table the item until the next meeting and to send him any questions.

The Council agreed they did not want to decline the grant money. Member Shah noted option 1 was vague and would need additional ideas.

Member Azman asked if there were other restrictions besides it being age friendly. City Planner Lindahl read that “eligible efforts would include and are not limited to: conducting needs assessments, developing plans, implementing an age friendly framework, community engagement, improvements to the build environment such as sidewalks, and public buildings, and research.” Member Azman asked why they would need option 2, if option 1 had everything they would need. City Planner Lindahl explained option 1 is to use the work plan that the City put together while option 2 allows modifications to the work plan.

Administrator Kress noted they would need to lessen their efforts to get to the \$22,901 but were not given guidance on how to do the modification with that amount.

Mark Hauge, North Oaks Company, stated the survey work was done under NOHOA and they can use that information. Some examples to make the area more age friendly are to make shorter trail loops, and to make accommodations for youth on roadways.

Andrew Hawkins, President of NOHOA, noted this was common government granting agencies and agreed with Mr. Hauge’s comments on having data that could be used and save money and noted the project would need to have a different scope.

MOTION by Shah, seconded by Azman, to table this item until June 8, 2023 City Council Meeting.

Member Watson noted in the past, the Council has been advised to be careful about the relationship between the Home Owners Association and the City relative to private questions. He explained the possibility of the public not being able to see the difference between private and public if the NOHOA and the City are doing the project together. City Attorney Nason replied that she was not a part of the grant writing process and does not know what the perception is. The City is the receiving entity and could consider ways to re-scope the project to address the concerns. It was determined that the City was in the best position to receive grant funds.

Motion carried unanimously by roll call.

3c. Discussion and possible action on infrastructure master planning proposals

Mayor Wolter explained they have been meeting with engineering firms to get their proposals. Administrator Kress added the Council will need to define the scope more and what aspects of the plan to focus on since many of them co-mingle. The goal is to have a proactive approach instead of a reactionary approach in order to plan ahead.

Member Shuman stated they need to be comprehensive about it and need to address it. In the future, if a road is ripped up, there needs to be public infrastructure utility in place and when the road is put back down, it needs to conform to a standard.

Mayor Wolter mentioned that the presentations emphasized being comprehensive. Member Shuman added that the engineers noted a properly placed road can last 50-70 years.

Mr. Hauge stated if Red Forest Way South gets approved to connect with water, the City has an opportunity to ask that the pipes are upsized for future connections to the west. When White Bear Township threatened to leave the JPA, the North Oaks Company began looking for alternative sources of water and reached out to St. Paul Regional Water to see if they could collaborate, noting it would be timely to have a more holistic plan to serve the community in the long term.

Mayor Wolter asked Mr. Hauge to explain the water options they have looked into. Mr. Hauge stated they began having discussions with St. Paul Regional Water about 18 months ago who is interested in selling more water to cities in the northern suburbs. There is a connection point north of 694 and Rice Street and are waiting for confirmation on how much they can provide without upsizing the pipes.

Member Shah noted the Council is not making decisions but doing a feasibility plan. She would like legal and data to help educate everyone on what the City can and cannot do by being a private City.

Mr. Hawkins noted as a personal standpoint he does not want to wake up with no water. From a NOHOA standpoint, NOHOA and the City should work together and to plan for the long term. NOHOA, the City, and North Oaks Company are all working to help the residents. Sewer and water make sense to go through the City while NOHOA is responsible for maintaining the roads. Sewer and water are not meant to limit resident's ability to decide, instead it allows residents options on what they would like to do.

Member Shah asked Attorney Nason for her legal analysis.

Attorney Nason explained the City has the legal ability to engage in planning and can use funds including infrastructure planning. The City does not have the ability to install sewer or water pipes since the City does not have an easement to access the property to do the installation. However, many certificates of title on properties have a declaration that include the right and reservation to North Oaks Company for utility purposes. The language authorizes North Oaks Company to assign the easement rights to a public utility or NOHOA. If utilities were extended to North Oaks Company it would likely be through an agreement and permission through North Oaks Company/NOHOA to utilize the easements. The City is required to expend public funds for public purposes.

Mayor Wolter asked if the City needs to put the roads back together if they dig up the road for infrastructure purposes. Attorney Nason replied that would be required. She explained the many nuances that come when funding a road.

Member Watson asked Attorney Nason if the City could claim some of the private road without compensation. Attorney Nason replied if the property has a certificate of title with the included language that reserves the easement for North Oaks Company than the City could put a pipe in

the road. She encouraged the City to include language in written documents that nothing in design is meant to create public right of access or roadway.

Member Watson expressed his concerns regarding the legality aspect of the City's authority versus private property, and brought up the idea of the City selling bonds. Attorney Nason noted she does not serve as bond council for any of her cities and would need to bring that to bond council.

Mr. Hauge noted a third engineer would not need to be paid for by the members to review the work of the other engineers and desires to collaborate in order to be more efficient.

Bill Long, 19 Evergreen Road, stated he is the NOHOA Secretary and asked what scope the Council was looking at. Mayor Wolter replied it would be looking at all items including buried electrical lines, and forestry issues including ash borer. Member Azman added roads, sewer, forestry, sustainability, and utilities.

Mr. Hauge noted there were a variety of issues regarding stormwater. He reviewed the history of storm water in the City and added the North Oaks Company is currently responsible for maintaining the storm waters. The long term plan will need to be considered on who will be taking responsibility since it will be connected to the roads.

The Council discussed the desire for more collaboration and the guidance from the engineers.

Mr. Hawkins noted everyone is in agreement for North Oaks to remain private and are working to remain private. One issue he had heard is the funding mechanism that makes sense for the City and who executes on what. There is a desire to not duplicate efforts and collaborate. Mayor Wolter added the question on what is possible.

Member Shah mentioned they need to figure out how to do more community engagement and communication. Member Shuman stated the engineering firms noted they would cover that aspect.

Administrator Kress explained if the Council would like to include the feasibility plan for utilities and other infrastructure they would choose a firm and have a discussion on what they desire. He explained the funding source can be more challenging. He noted the City is trying to plan with three entities to move forward in order to remain the same while upgrading the livability of any given property. Mayor Wolter added they need to figure out how everything works when the North Oaks Company is done.

Administrator Kress noted water and sewer will be the most difficult issues and explained the work it will take. He added that he could include it on the next meeting's agenda to discuss options.

Member Azman asked if they could create a sub-committee after the engineer is chosen in order to define a scope.

Ms. Grouws stated North Oaks Company is involved with the scope through the easement rights and parallel water portions.

Member Shah asked when a task force could be created. Administrator Kress replied that it could be created when the firm is accepted.

The Council discussed the desire for more collaboration with NOHOA and North Oaks Company, and taking more time to think through a task force during the next Council meeting.

14. ADJOURNMENT

**MOTION by Azman, seconded by Shah, to adjourn the special meeting at 7:18 p.m.
Motion carried unanimously by roll call.**

Kevin Kress, City Administrator

Krista Wolter, Mayor

Date approved _____



**Night to Unite 2023
Proclamation
CITY OF NORTH OAKS**



WHEREAS, the Minnesota Crime Prevention Association, along with AAA, and local law enforcement agencies are sponsoring a statewide program called Night to Unite on August 1, 2023; and

WHEREAS, Night to Unite is designed to get to know one another in the City of North Oaks, build neighborhood involvement by bringing police and communities together; and to bring an awareness to crime prevention and local law enforcement efforts; and

WHEREAS, Night to Unite supports the idea that crime prevention is an inexpensive, effective tool in strengthening police and community partnerships; and

WHEREAS, Night to Unite provides opportunities to celebrate the ongoing work of law enforcement and neighborhoods in North Oaks by working together to fight crime and victimization and increase public safety for all citizens; and

WHEREAS, the citizens of North Oaks play an important role in assisting the Ramsey County Sheriff's Office through joint crime, drug and violence prevention efforts;

NOW, THEREFORE, I, Mayor Krista Wolter, and WE, Council Members, Mark Azman, John Shuman, Sara Shah, and Tom Watson, DO HEREBY CALL UPON ALL CITIZENS OF NORTH OAKS, RAMSEY COUNTY, to participate in Night to Unite on Tuesday, August 12, 2023.

FURTHER, LET IT BE RESOLVED THAT I, Mayor Krista Wolter, and WE, Council Members, Mark Azman, Sara Shah, John Shuman, and Tom Watson, do hereby proclaim Tuesday, August 1, 2023, as Night to Unite in North Oaks, Ramsey County, Minnesota.

Mayor, Krista Wolter

Council Member, Mark Azman

Council Member, John Shuman

Council Member, Sara Shah

Council Member, Tom Watson

Date

Attested by: _____
City Administrator, Kevin Kress

**CITY OF NORTH OAKS
RAMSEY COUNTY, MINNESOTA**

RESOLUTION NO. _____

**RESOLUTION ADOPTING COUNTYWIDE COMPREHENSIVE EMERGENCY OPERATIONS
PLAN (CEOP)**

WHEREAS, the Minnesota Legislature created the Council on Local Results and Innovation; and

WHEREAS, a Comprehensive Emergency Operations Plan (CEOP) is required by several state and federal laws including Minnesota Statutes Chapter 12, Section 12.25 and Title VI of the PL 100707, the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988 (USC 68, sec, 5121 et seq); and

WHEREAS, for two decades, Ramsey County has adopted a countywide approach to emergency operations planning. This approach saves money for all municipalities and county government agencies by reducing duplicated efforts and by streamlining both training and exercises/practice. It leads to saving lives, property, and the environment through a common language and a common concept of operations; and

WHEREAS, This amended Comprehensive Emergency Operations Plan (CEOP) is a complete rewrite of the existing document considering lessons learned from real world emergencies that have impacted our community over the past several years, reflecting necessary changes to our operational processes and directs attention to our most vulnerable communities; and

WHEREAS, this CEOP was developed with the input of many affected Ramsey County agencies and from our municipal partners, as well as outside subject matter experts to better prepare the city for disasters in the decades to come.

NOW, THEREFORE, BE IT RESOLVED, that the North Oaks City Council hereby adopts the newly amended countywide Comprehensive Emergency Operations Plan as the Emergency Operations Plan for the city; and

BE IT FURTHER RESOLVED, the North Oaks City Council authorizes the Mayor, City Administrator, and the Emergency Manager to promulgate this Comprehensive Emergency Operations Plan (CEOP) to all city agencies and departments.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF NORTH OAKS THIS 13TH DAY OF JULY, 2023.

Krista Wolter, Mayor

ATTEST:

Kevin Kress, City Administrator

NORTH OAKS

Municipal Letter of Promulgation

The City of North Oaks, City Council formally adopted the 2023 update to the Comprehensive Emergency Operations Plan (CEOP) on July 13th, 2023 via Resolution _____.

The CEOP details all comprehensive emergency management efforts. It is designed to comply with all applicable federal and state regulations and to provide the policies and procedures to be followed in dealing with any emergency and/or disaster. The CEOP identifies the hazards that could affect the county, sets forth the responsibilities of local government departments and agencies, and outlines a means for local and state resources to be used to support impacted populations. The planning authorities and responsibilities conveyed to individual local government departments and agencies are recognized and acknowledged. This plan supersedes all other municipal CEOPs.

Pursuant to Minnesota Statute Chapter 12, this plan will be reviewed annually and updated as necessary.

As Emergency Manager, I certify that I have reviewed this document for compliance with state and federal requirements. I hereby recommend that the City Administrator and Mayor promulgate the updated 2023 CEOP.

Matt Sather
LJFD Deputy Fire Chief

Date

The undersigned have reviewed, approve, and promulgate the 2023 CEOP as required by MN Statute 12. All local departments and agencies under North Oaks jurisdiction shall abide by and cooperate fully with the provisions described or referenced herein.

Kevin Kress
City Administrator

Date

Krista Wolter
Mayor

Date

PLANNING REPORT

TO: North Oaks City Council

FROM: Kendra Lindahl, City Planner
Kevin Kress, City Administrator
Bridget McCauley Nason, City Attorney
Michael Nielson, City Engineer

DATE: July 9, 2023

RE: Conditional Use Permit for Garage Size in Excess of 1,500 square feet and
Conditional Use Permit for Grading in Excess of 100 Cubic Yards at 9 Sandpiper
Lane

Date Application Submitted	March 24, 2023
Date Application Determined Complete:	May 25, 2023
Planning Commission Meeting Date:	June 22, 2023
City Council Meeting Date:	July 13, 2023
60-day Review Date:	July 23, 2023

PLANNING COMMISSION REVIEW

The Planning Commission held a public hearing to review this item at its June 22, 2023 meeting. In addition to the applicant, there was one resident who spoke at the public hearing.

The applicant provided an updated survey the day of the meeting confirming that setbacks were met. The Commission expressed concerns that the project will use the existing drainfield with new tanks but did not show a second septic site as required by Chapter 51 of the City Code.

The Planning Commission voted unanimously to recommend approval of the request with changes to draft conditions #1, #2, #10 and #11 as recommended by staff.

Since the Planning Commission meeting, the applicant has submitted updated building elevations confirming that the building complies with the maximum building height of 35



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feet. The applicant has indicated that the septic designer is scheduled to evaluate the site for a second septic site but will not have a design in time for the Council meeting. Staff has included a condition in the draft resolution requiring the applicant to show two compliant septic sites (the existing drainfield with new tanks and a secondary site) on the survey prior issuance of building permit. If the applicant cannot comply with the requirements in Chapter 51 of the City Code, they would need to apply for a variance and receive approval prior to issuance of a building permit.

BACKGROUND

Andrew and Brenda Schweizer applied for a Conditional Use Permit (CUP) to exceed the maximum combined garage size of 1,500 square feet and grade in excess of 100 cubic yards on the property located at 9 Sandpiper Lane.

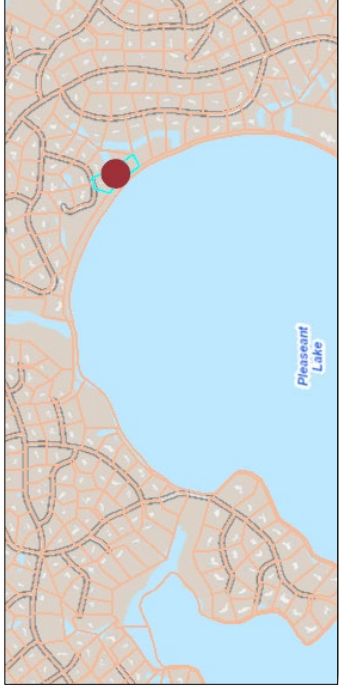


Figure 1 - Subject Parcel

The applicants intend to demolish the existing structures and construct a new home on the approximately 2.25 acre parcel. The applicant's narrative is attached, as well as the building elevations of the proposed addition.

Zoning and Land Use

The property is guided Low Density residential and is zoned Residential Single Family – Low Density (RSL). Private garages in this zoning district are not allowed to exceed 1,500 square feet without a CUP.

The 2.52-acre property is located next to the northeast edge of Pleasant Lake. A site survey is attached to this report. The property is located entirely in the Shoreland Management Area.



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PLANNING ANALYSIS

Shoreland

The property is separated from Pleasant Lake by a public trail and open space parcel. Pleasant Lake is categorized as a Recreational Development lake. All structures and septic systems must be a minimum of 75 feet from the ordinary high water level (OHWL) of the lake. Chapter 153 (Shoreland Management Area) defines a structure as “anything which is built, constructed, or erected, whether temporary or permanent, in or above ground.” This includes patios, swimming pools, etc.

The plans show the patio of the new home is 144.4 feet from the OHWL and the existing home is 194.2 feet. The retaining wall is the nearest structure to the lake and is at 115.1 feet where 75 feet is required. The plans show compliance with the minimum setback requirements.

A certificate of zoning compliance is required from the City Clerk prior to initiating any work in the shoreland management area.

Setbacks

The proposed structure exceeds the 30-foot minimum setback requirements at all property lines and street easements.

Height

The Zoning Code defines building height as “The vertical distance from grade as defined herein to the top ridge of the highest roof surface.” Grade is defined as “The lowest point of the finished surface of the ground as measured on each building elevation.”

Building height is limited to 35 feet, except heights greater than 35 feet are allowed if:

1. The front elevation does not exceed 35 feet at any point,
2. The building height at any elevation does not exceed 45 feet,
3. The environmental and topographic conditions of the lot prior to building development are naturally suited to the design of a building with an egress or walkout level,
4. Buildings are limited to a basement and 2 full stories. Finished areas within the roof structure will be considered a full story,
5. Any time the side or rear elevations of a building exceeds 35 feet in height within 50 feet of adjacent lot lines, the building line shall be set back an additional 2 feet from the adjacent setback line for each foot in height above 35 feet and
6. Section 151.083 is complied with (this section relates to fees).



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The applicant's plans comply with the 35-foot height limit allowed by code.

Grading CUP

The applicant is proposing to move a surplus of 109 cubic yards of dirt/fill/grading material to construct the new home (309 cubic yards of fill and 200 cubic yards of cut). A significant amount of the excess grading is related to the removal of the existing driveway and structure to accommodate the new home.

Section 151.027 of the City Code requires a conditional use permit if 100 cubic yards or more of soil is being moved. For new home construction, only areas outside of the driveway and parking pads or a distance of greater than 25 feet from the side of the building shall be considered.

The evaluation standard for the conditional use includes 11 standards. Staff has provided the standards (*in italics*) and a staff response to each below:

1. *Relationship of the proposed conditional use to the Comprehensive Plan;*

The proposed grading will allow redevelopment of the site with a single family home, which is consistent with the uses anticipated in the Comprehensive Plan and the permitted uses in the single family zoning district.

2. *The nature of the land and adjacent land or building where the use is to be located;*

The use is consistent with the surrounding land uses. The grading is to allow demolition and reconstruction of a single family home on the property.

3. *Whether the use will in any way depreciate the area in which it is proposed;*

The grading for demolition and reconstruction of a single family home is not anticipated to depreciate property values in the area. The new home is located in the general location of the existing home.

4. *The effect upon traffic into and from the land and on adjoining roads, streets, and highways;*

The grading for demolition and reconstruction of a single family home on this existing parcel will not create a traffic impact.

5. *Whether the use would disrupt the reasonable use and enjoyment of other land in the neighborhood;*



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The grading for construction will impact neighboring properties during the construction period, but that impact will be temporary and the new single family home will be compatible with surrounding land uses once construction is completed.

6. *Whether adequate utilities, roads, streets, and other facilities exist or will be available in the near future;*

There are adequate utilities, roads, streets, and other facilities available to the property. The site will be served by well and septic. New well and septic locations must be identified on the plans and permits obtained prior to construction.

7. *Whether the proposed conditional use conforms to all of the provisions of this chapter;*

The proposed request complies with the City's zoning code.

8. *The effect up natural drainage patterns onto and from the site;*

Finished grading will work with existing drainage patterns. The City engineer has reviewed the plans and has recommended conditions to ensure that impacts to drainage patterns are mitigated.

9. *Whether the proposed use will be detrimental to or endanger the public health, safety, comfort, convenience or general welfare of the neighborhood or the city;*

The grading for the proposed use as proposed should not be detrimental to or endanger the public health, safety, comfort, convenience or general welfare of the neighborhood or the city;

10. *Whether the proposed use would create additional requirements at public cost for public facilities and services and whether or not the use will be detrimental to the economic welfare of the neighborhood or city; and*

As proposed, grading and use would not create additional requirements at public cost for public facilities and services nor be detrimental to the economic welfare of the neighborhood or city.

11. *Whether the proposed use is environmentally sound and will not involve uses, activities, processes, materials, equipment, and conditions of operation that will be detrimental to any persons, land, or the general welfare because of excessive production of traffic, noise, smoke, fumes, wastes, toxins, glare, or orders.*



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Beyond initial construction activity, and based on erosion control requirements, the proposed residential use and grading activity should not be deemed detrimental to the environment or surrounding area.

Garage CUP

A garage which exceeds 1,500 square feet may be permitted after securing a conditional use permit. The applicant is requesting approval for a 2,312 sq. ft. attached garage. The following specific CUP criteria must be met:

1. *The garage shall not exceed 3,000 square feet;*

The plans comply. The garage addition will result in a combined garage square footage of 2,312.

2. *The garage shall be constructed in the same architectural style as the principal building or structure;*

The garage is attached to the principal building and will have the same exterior materials and design elements as the principal building.

3. *The floor area ratio shall not exceed 0.12;*

The plan complies. The floor area ratio will be 0.072.

4. *No use of the garage shall be permitted other than for private residential noncommercial use;*

The garage will be used by the residents of the home for typical residential uses. The applicant's narrative indicates that main level of the garage will primarily be used for vehicle storage and the lower level for lawn and recreational equipment.

In addition to the standards identified for the specific CUP request, the City must also review the garage request against the standards in Section 151.076 of the City Code. Staff has reviewed the request against those standards:

1. *Relationship of the proposed conditional use to the Comprehensive Plan;*

The proposed use is consistent with the uses anticipated in the Comprehensive Plan and the permitted uses in the single family zoning district.



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2. *The nature of the land and adjacent land or building where the use is to be located;*
The use is consistent with the surrounding land uses. The attached garage will have the same exterior materials and design elements as the main portion of the home.
3. *Whether the use will in any way depreciate the area in which it is proposed;*
The garage addition, which has been designed to blend in with the rest of the existing home, should not negatively impact adjacent property values.
4. *The effect upon traffic into and from the land and on adjoining roads, streets, and highways;*
The proposed use will not create a traffic impact.
5. *Whether the use would disrupt the reasonable use and enjoyment of other land in the neighborhood;*
The described use of the structure should not cause a negative impact to the use and enjoyment of other land in the neighborhood.
6. *Whether adequate utilities, roads, streets, and other facilities exist or will be available in the near future;*
There are adequate utilities, roads, streets, and other facilities available to the property. A new well and septic will be provided for the new home and the existing facilities must be properly abandoned.
7. *Whether the proposed conditional use conforms to all of the provisions of this chapter;*
The proposed request is compliant with the City's zoning code.
8. *The effect up natural drainage patterns onto and from the site;*
Finished grading will work with existing drainage patterns. The City engineer has reviewed the plans and has recommended conditions to ensure that impacts to drainage patterns are mitigated.
9. *Whether the proposed use will be detrimental to or endanger the public health, safety, comfort, convenience or general welfare of the neighborhood or the city;*



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The use as proposed should not be detrimental to or endanger the public health, safety, comfort, convenience or general welfare of the neighborhood or the city;

10. *Whether the proposed use would create additional requirements at public cost for public facilities and services and whether or not the use will be detrimental to the economic welfare of the neighborhood or city; and*

As proposed, use would not create additional requirements at public cost for public facilities and services and will not be detrimental to the economic welfare of the neighborhood or city.

11. *Whether the proposed use is environmentally sound and will not involve uses, activities, processes, materials, equipment, and conditions of operation that will be detrimental to any persons, land, or the general welfare because of excessive production of traffic, noise, smoke, fumes, wastes, toxins, glare, or orders.*

Beyond initial construction activity, and based on erosion control requirements, the proposed residential use and grading activity should not be detrimental to the environment or surrounding area.

Attached for reference:

- Exhibit A: Site Survey dated June 22, 2023
- Exhibit B: Applicant Narrative dated March 27, 2023
- Exhibit C: Building elevations and floor plans dated July 5, 2023
- Exhibit D: Revised FAR Calculation Spreadsheet dated May 25, 2023
- Exhibit E: Grading Exhibit dated June 6, 2023
- Exhibit F: Grading Analysis worksheet dated June 6, 2023
- Exhibit G: Building Renderings
- Exhibit H: Approving Resolution



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ACTION REQUESTED

Move to adopt the Resolution approving the Conditional Use Permit for 9 Sandpiper Lane.

cc: Roberta Colotti, NOHOA



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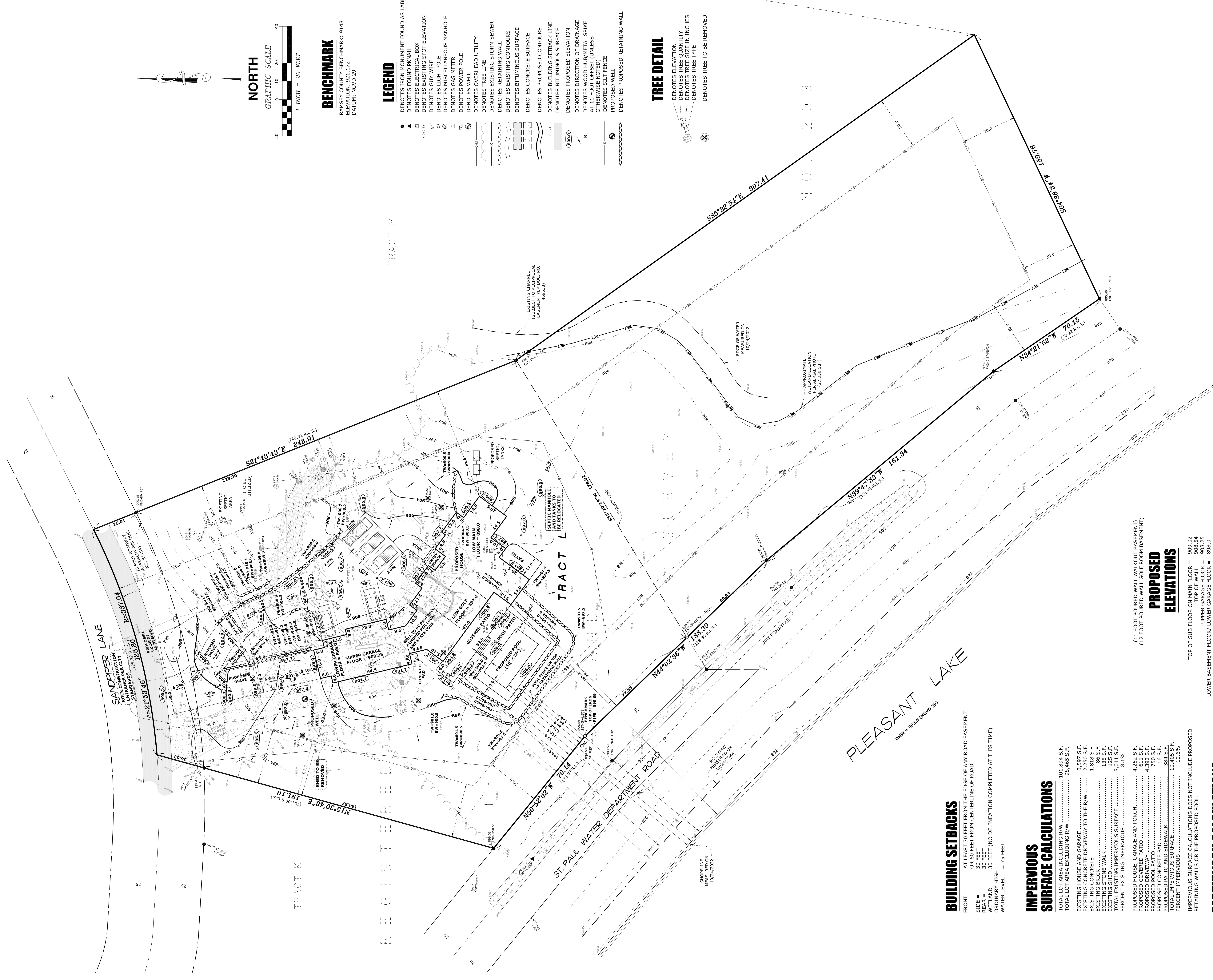
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CERTIFICATE OF SURVEY

~for~ MICHEL'S HOMES
 ~of~ 9 SANDPIPER LANE
 NORTH OAKS, MN



BUILDING SETBACKS

FRONT = AT LEAST 30 FEET FROM THE EDGE OF ANY ROAD EASEMENT
 OR 60 FEET FROM CENTERLINE OF ROAD
 SIDE = 30 FEET
 REAR = 30 FEET
 WETLAND = 30 FEET (NO DELINEATION COMPLETED AT THIS TIME)
 ORDINARY HIGH WATER LEVEL = 75 FEET

IMPERVIOUS SURFACE CALCULATIONS

TOTAL LOT AREA INCLUDING R/W	101,894 S.F.
TOTAL LOT AREA EXCLUDING R/W	98,465 S.F.
EXISTING HOUSE AND GARAGE	3,597 S.F.
EXISTING DRIVEWAY TO THE R/W	1,818 S.F.
EXISTING CONCRETE	86 S.F.
EXISTING BRICK	86 S.F.
EXISTING STONE WALK	135 S.F.
EXISTING ASPHALT DRIVEWAY	8,011 S.F.
TOTAL EXISTING IMPERVIOUS SURFACE	8,011 S.F.
PERCENT EXISTING IMPERVIOUS	8.1%
PROPOSED HOUSE, GARAGE AND PORCH	4,357 S.F.
PROPOSED COVERED PATIO	611 S.F.
PROPOSED DRIVEWAY	4,392 S.F.
PROPOSED POOL PATIO	750 S.F.
PROPOSED PATIO AND SIDEWALK	384 S.F.
TOTAL IMPERVIOUS SURFACE	10,405 S.F.
PERCENT IMPERVIOUS	10.6%

IMPERVIOUS SURFACE CALCULATIONS DOES NOT INCLUDE PROPOSED RETAINING WALLS OR THE PROPOSED POOL.

EARTHWORK CALCULATIONS

TOTAL EARTHWORK CALCULATION
 PROPOSED CUT = 1,645 CU. YDS.
 PROPOSED FILL WITH 10% COMPACTION = 1,144 CU. YDS. (FILL)
 NET = 501 CU. YDS.

EARTHWORK AT 25' OFFSET TO FOUNDATION
 PROPOSED CUT = 309 CU. YDS.
 PROPOSED FILL WITH 10% COMPACTION = 109 CU. YDS. (FILL)
 NET = 200 CU. YDS.

PROPOSED ELEVATIONS

(11 FOOT POURED WALL WALKOUT BASEMENT)
 (12 FOOT POURED WALL GOLF ROOM BASEMENT)

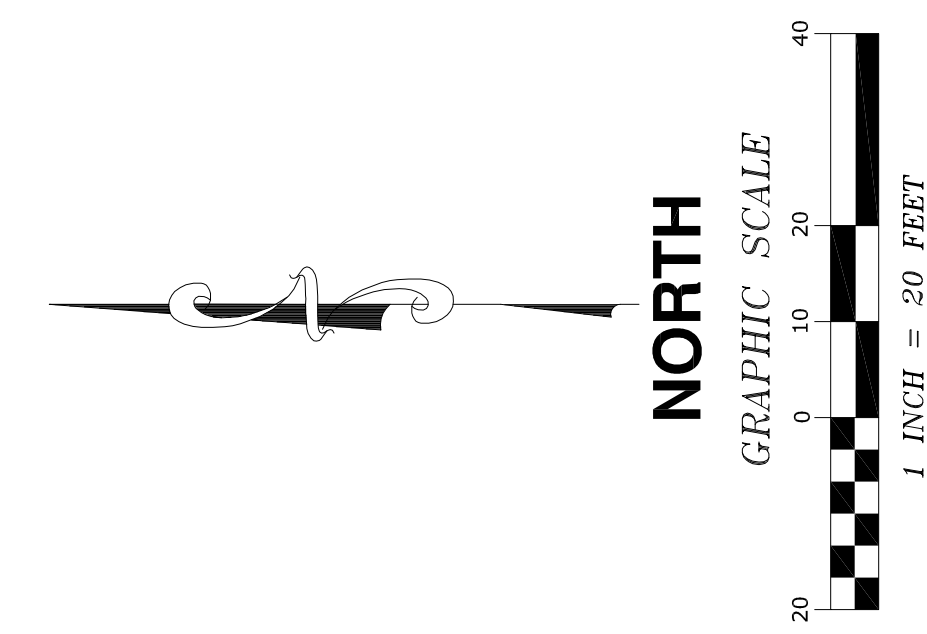
TOP OF SUB FLOOR ON MAIN FLOOR = 909.02
 TOP OF WALL = 908.54
 UPPER GARAGE FLOOR = 888.25
 TOP OF LOWER BASEMENT FLOOR FOOTING = 897.54
 LOW GOLF FLOOR = 897.0
 LOW GOLF FLOOR FOOTING = 896.54

NOTES

- Field survey was completed by E.G. Rud and Sons, Inc. on 10/24/22 and 10/28/22.
- Bearings shown are on Ramsey County datum.
- This survey was prepared utilizing Certificate of Title No. 648627.
- Restrictions and/or encumbrances may exist other than those shown hereon. Surveyor to review upon receipt of a current title commitment or an attorney's title opinion.
- Builder to verify house dimensions, sewer depth and foundation depth.
- Driveways are shown for graphic purposes only. Final driveway design and location to be determined by contractor.
- Finished grade adjacent to home shall be 0.5 feet below top of block except at driveway and patio.

PROPERTY DESCRIPTION

[DESCRIPTION PER RAMSEY COUNTY CERTIFICATE OF TITLE NO. 648627.]
 Tract L, Registered Land Survey No. 203
 Subject to the rights of the Board of Water Commissioners of the City of Saint Paul as set forth in the following instruments: Deed dated June 1, 1982, recorded in Book 102 of Deeds and Plat 102; Deed dated July 1, 1982, recorded in Book 102 of Deeds and Plat 102; Deed dated January 26, 1935, recorded in Book 948 of Deeds on Page 208; Deed dated July 12, 1951, recorded in Book 1411 of Deeds on Page 46, all as set forth in Ramsey County Records.
 Subject to Restrictions and Conditions contained in Document Number 411345.



BENCHMARK
 RAMSEY COUNTY BENCHMARK: 9148
 ELEVATION: 921.172
 DATUM: NGVD 29

LEGEND

- DENOTES IRON MONUMENT FOUND AS LABELED
- DENOTES FOUND PAVEMENT
- DENOTES FOUND CONCRETE
- DENOTES EXISTING SPOT ELEVATION
- DENOTES GUY WIRE
- DENOTES LIGHT POLE
- DENOTES MISCELLANEOUS MANHOLE
- DENOTES GAS METER
- DENOTES POWER POLE
- DENOTES OVERHEAD UTILITY
- DENOTES TREE LINE
- DENOTES EXISTING STORM SEWER
- DENOTES RETAINING WALL
- DENOTES EXISTING CONTOURS
- DENOTES BITUMINOUS SURFACE
- DENOTES CONCRETE SURFACE
- DENOTES PROPOSED CONTOURS
- DENOTES BUILDING SETBACK LINE
- DENOTES BITUMINOUS SURFACE
- DENOTES PROPOSED ELEVATION
- DENOTES DIRECTION OF DRAINAGE
- DENOTES WOOD HUB/METAL SPIKE AT LEAST 6 INCH OFFSET UNLESS OTHERWISE NOTED
- DENOTES SILT FENCE
- DENOTES WELL
- DENOTES PROPOSED RETAINING WALL

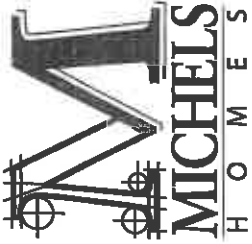
TREE DETAIL

- DENOTES ELEVATION
- DENOTES TREE SPECIES
- DENOTES TREE SIZE IN INCHES
- DENOTES TREE TO BE REMOVED

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

Date: 6/22/2023 License No. 41578
 JACON E. RUD
 I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

NO.	DATE	CITY DESCRIPTION	BY
1	03/24/23	REV. SCALE AND REOR. HOUSE	BRN
2	03/24/23	ADD EARTHWORK - REV. RET. WALL	BRN
3	03/24/23	MOVED HOUSE BACK FOR 8% DRIVE	BRN
4	05/24/23	REV. PER NEW HOUSE PLANS	BRN
5	05/24/23	REV. GARAGE STAIRWELL AREA	BRN
6	05/24/23	UPDATED EARTHWORK CALC.	BRN
7	05/24/23	ADD 25' EARTHWORK CURBS	BRN



CUP submittal 9 Sandpiper written explanation of request

- 1) Conditional Use Permit requested for garage space increase from allowable 1500 sq.ft. to 812 sq.ft. for a total of 2312. (Ordinance #151.050)

Andrew & Brenda Schwizer recently purchased the property to build a new home. Working with Alexander Design Group and E.G. Rud surveyors, we have developed a home plan that sits on the unique topography of the lot. The home will naturally need to be driven up to from the road to the main floor for appropriate drainage and placement for the main floor with the lower level staying out of the water table. The thought of adding this additional garage space was thought through to ensure enough space for the family's vehicles in the main level garage and then lawn maintenance equipment, snow removal equipment, bicycles, kayaks and trailers are inside of the home and out of sight for neighbors and residents of the community.

The street elevation to the proposed lower level garage will have a well landscaped appearance off the street with a paved driveway to the home.

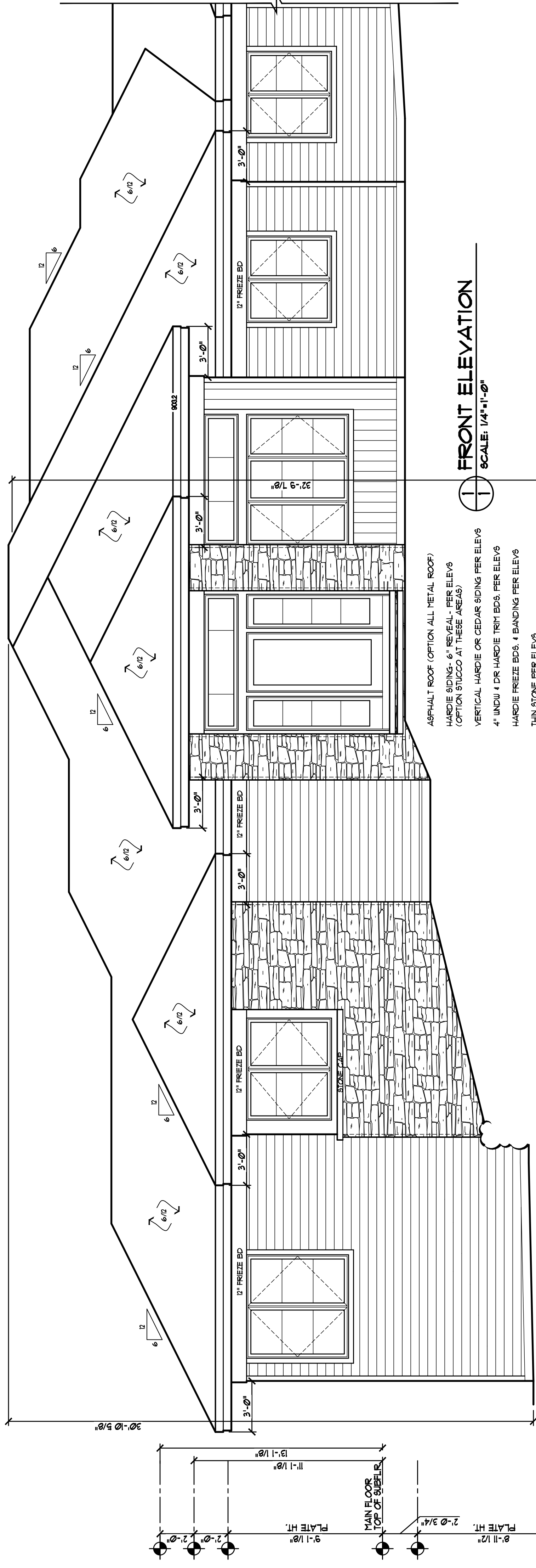
- 2) Conditional Use Permit requested for more than 100 CU Yds of soil to be moved per Ordinance 151.076.

With adjusting the scale of the home compared to existing on the large parcel, sliding the home further onto the lot for safer and more gradual driveway, we will be needing to import soil to the tune of 300 yds... This consideration and calculation come from all aspects of the property with the pool dig, lower garage etc.

We are asking for a conditional use of 200 excess yards of fill for the project.

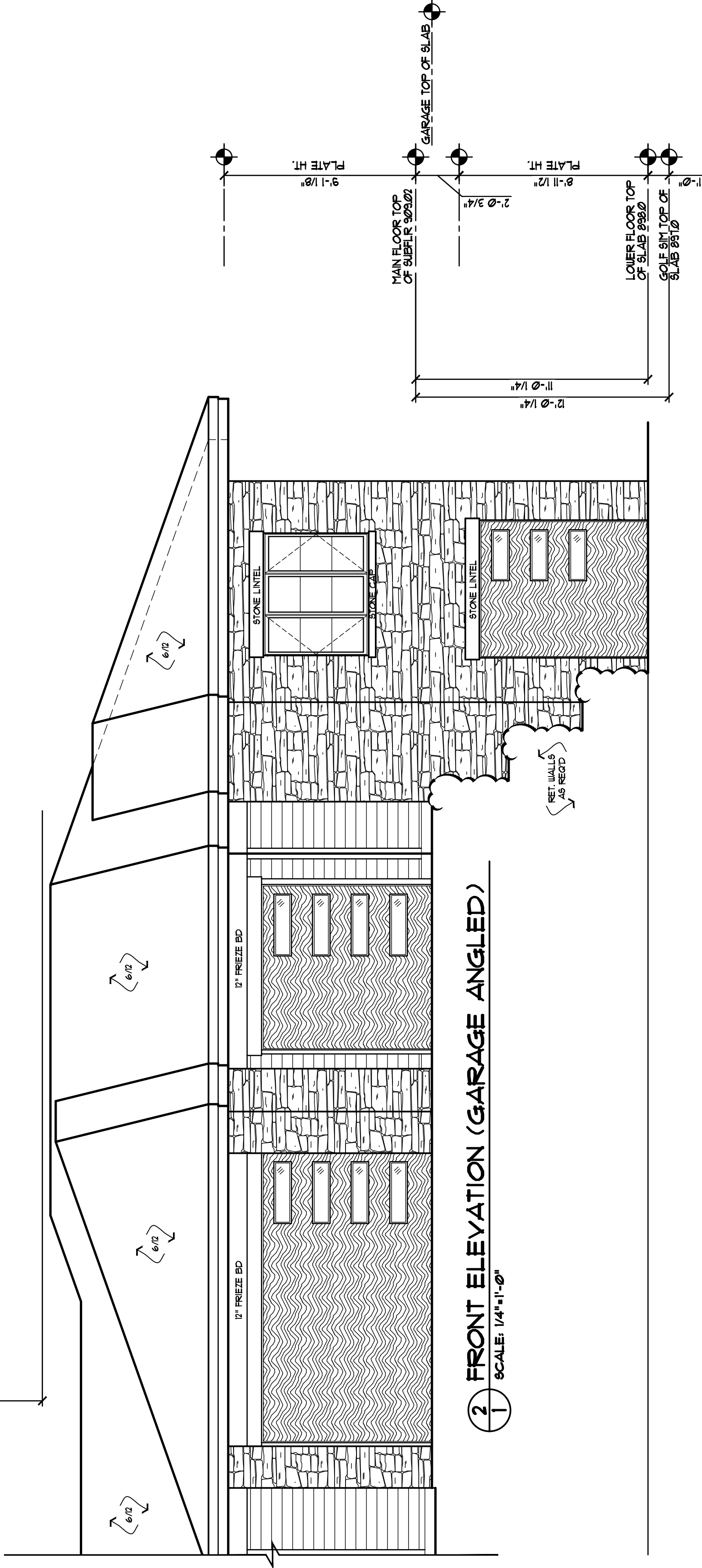
Thank you for your consideration.



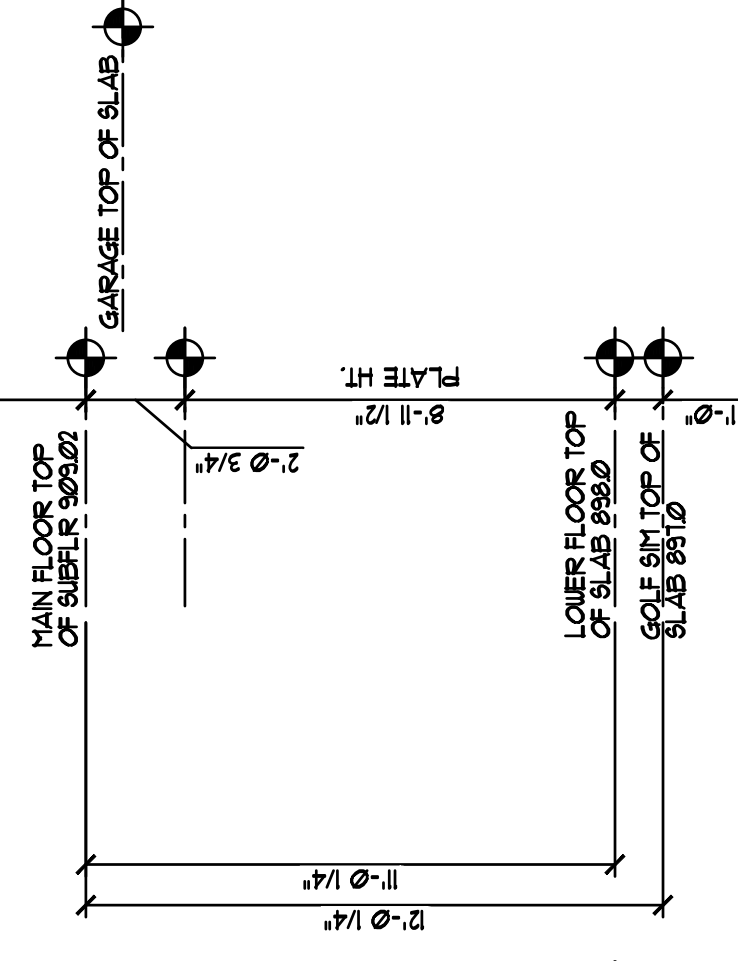
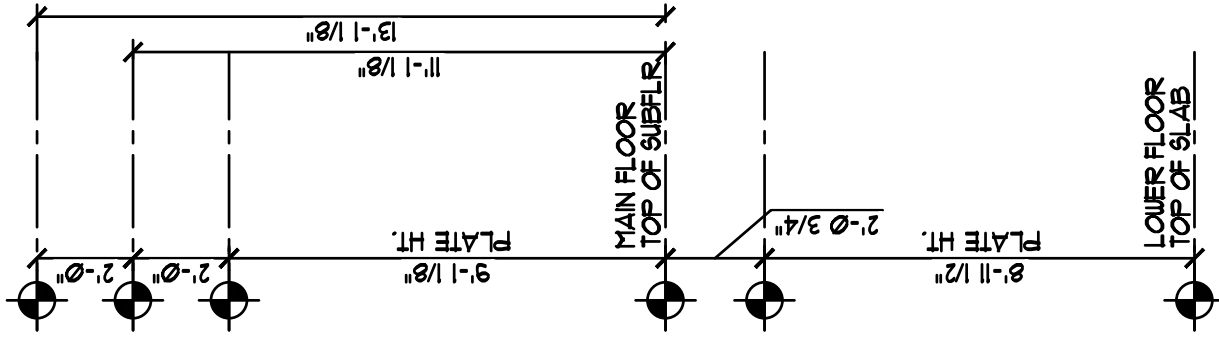


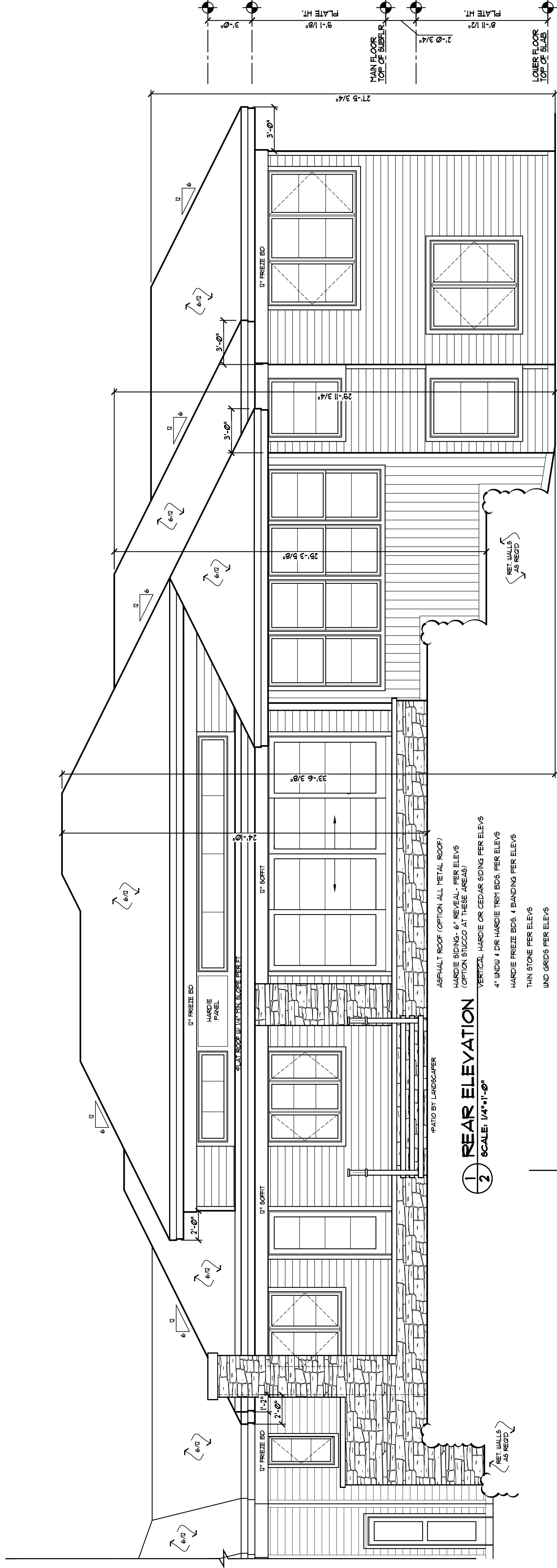
1 FRONT ELEVATION
SCALE: 1/4"=1'-0"

- ASPHALT ROOF (OPTION ALL METAL ROOF)
- HARDIE SIDING, 6" REVEAL, PER ELEVS (OPTION STUCCO AT THESE AREAS)
- VERTICAL HARDIE OR CEDAR SIDING PER ELEVS
- 4" UNDU 4 DR HARDIE TRIM BDS, PER ELEVS
- HARDIE FRIEZE BDS, 4 BANDING PER ELEVS
- THIN STONE PER ELEVS
- UND GRDS PER ELEVS



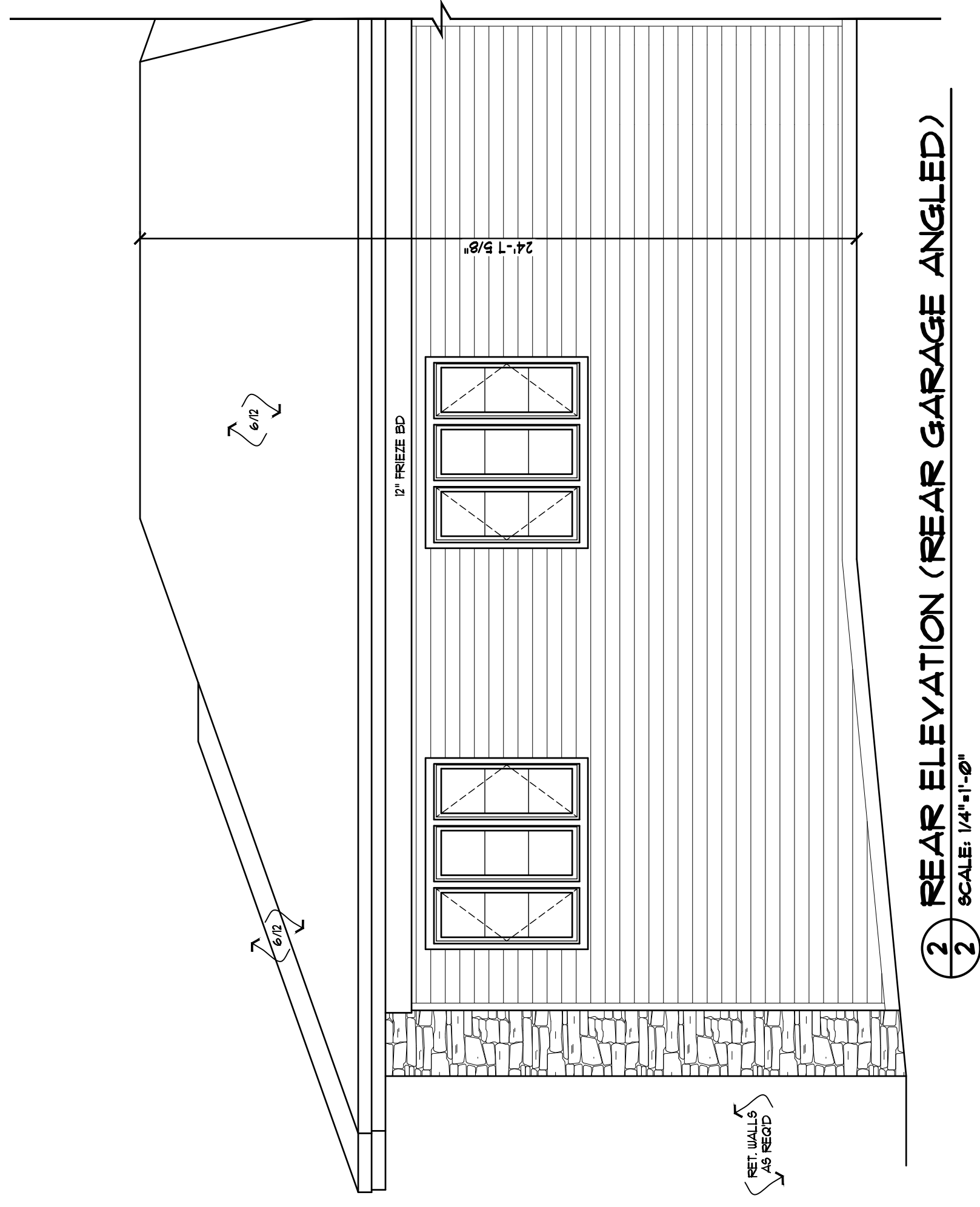
2 FRONT ELEVATION (GARAGE ANGLED)
SCALE: 1/4"=1'-0"



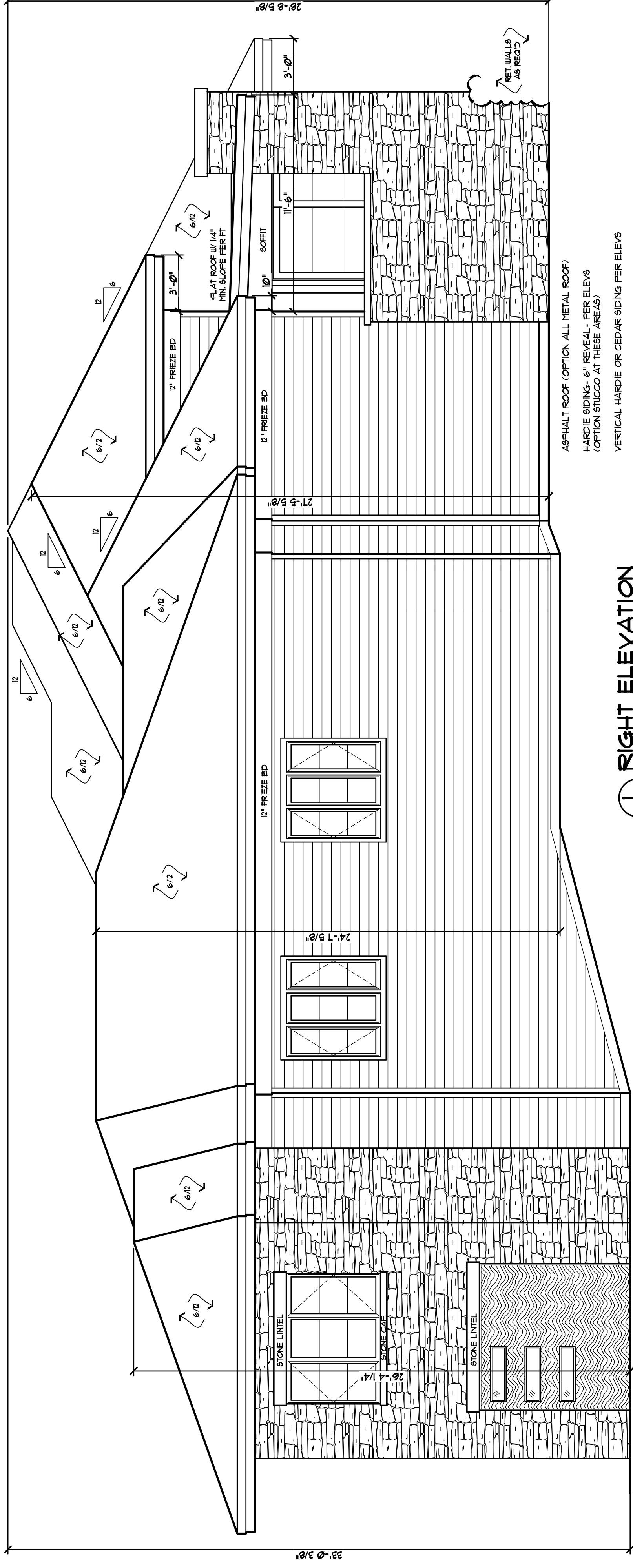


1 REAR ELEVATION
SCALE: 1/4"=1'-0"

- 2 ASPHALT ROOF (OPTION ALL METAL ROOF)
- 3 HARDIE SIDING: 6" REVEAL PER ELEVATIONS (OPTION STUCCO AT THESE AREAS)
- 4 VERTICAL HARDIE OR CEDAR SIDING PER ELEVATIONS
- 5 4" UNCUJ / OR HARDIE TRIM BOARDS PER ELEVATIONS
- 6 HARDIE FRIEZE BOARDS, 4" BANDING PER ELEVATIONS
- 7 THIN STONE PER ELEVATIONS
- 8 UND GRIDS PER ELEVATIONS

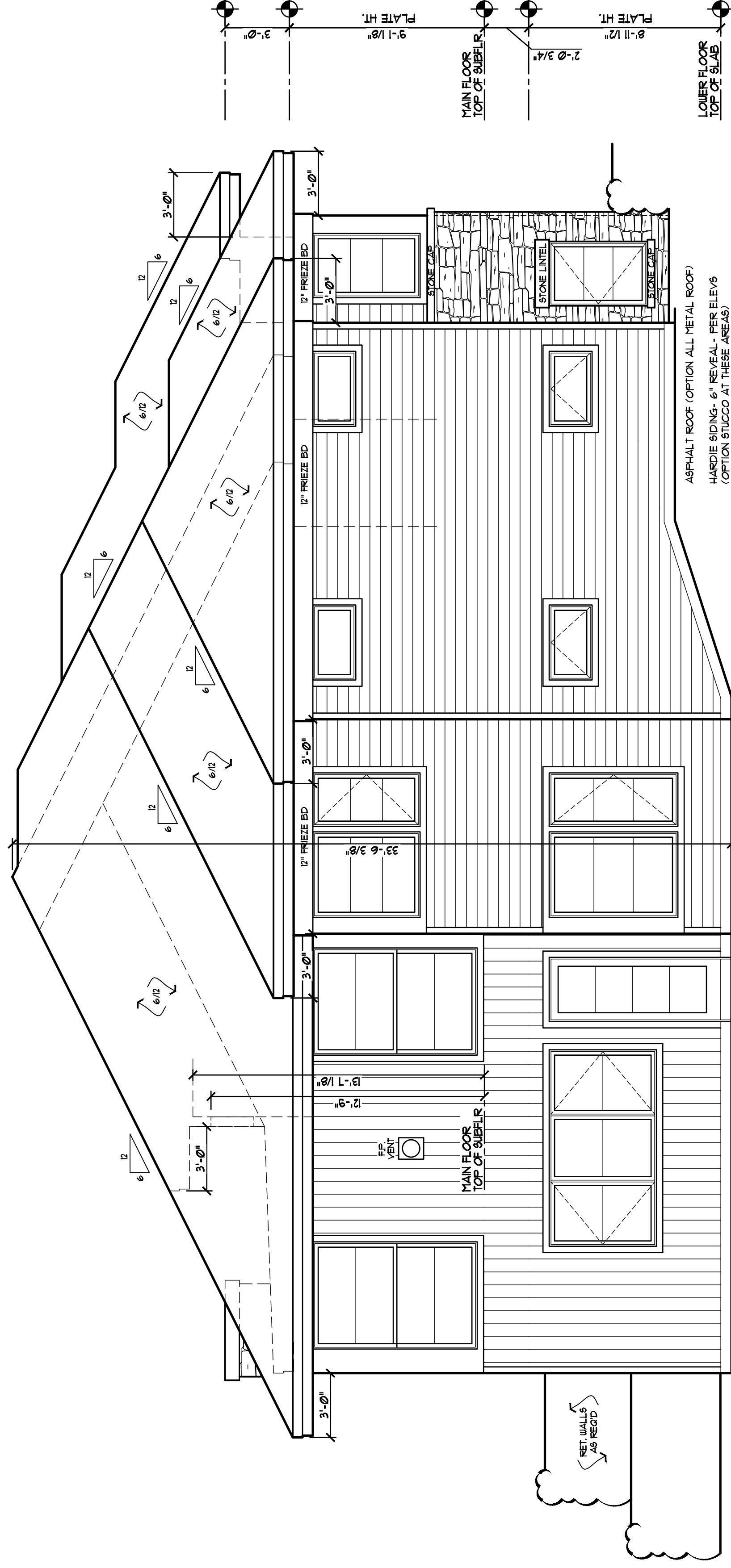


2 REAR ELEVATION (REAR GARAGE ANGLED)
SCALE: 1/4"=1'-0"



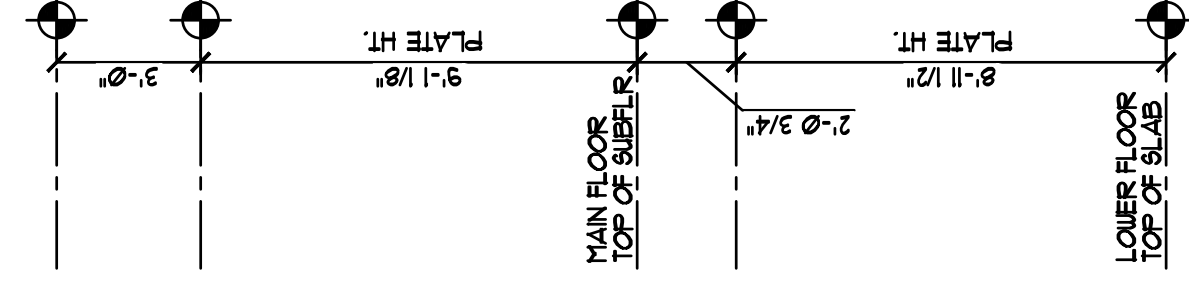
1 RIGHT ELEVATION
SCALE: 1/4"=1'-0"

- ASPHALT ROOF (OPTION ALL METAL ROOF)
- HARDIE SIDING - 6" REVEAL - PER ELEVS
(OPTION STUCCO AT THESE AREAS)
- VERTICAL HARDIE OR CEDAR SIDING PER ELEVS
- 4" UNCU 1 DR HARDIE TRIM BDS. PER ELEVS
- HARDIE FREEZE BDS. 4 BANDING PER ELEVS
- THIN STONE PER ELEVS
- UND GRIDS PER ELEVS



2 LEFT ELEVATION
SCALE: 1/4"=1'-0"

- ASPHALT ROOF (OPTION ALL METAL ROOF)
- HARDIE SIDING - 6" REVEAL - PER ELEVS
(OPTION STUCCO AT THESE AREAS)
- VERTICAL HARDIE OR CEDAR SIDING PER ELEVS
- 4" UNCU 1 DR HARDIE TRIM BDS. PER ELEVS
- HARDIE FREEZE BDS. 4 BANDING PER ELEVS
- THIN STONE PER ELEVS
- UND GRIDS PER ELEVS



SCHWEIZER RESIDENCE
9 SAND PIERRE LANE
NORTH OAKS, MN

BID SET ONLY
NOT FOR CONSTRUCTION

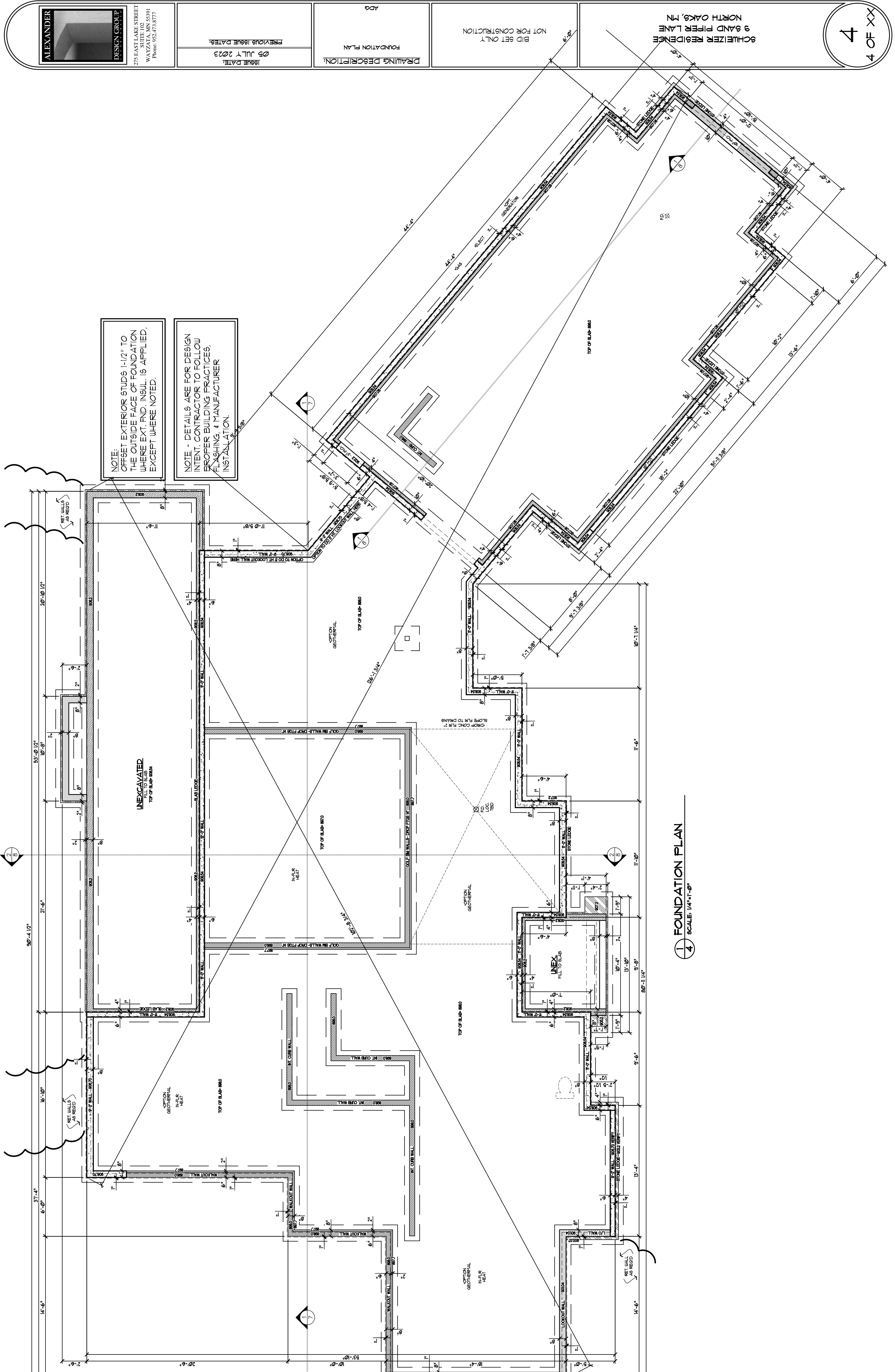
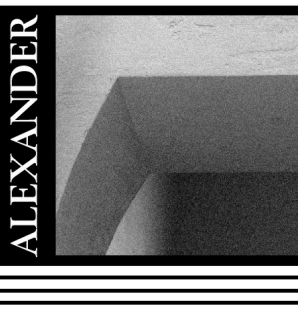
DRAWING DESCRIPTION:
FOUNDATION PLAN

ISSUE DATE:
05 JULY 2023

PREVIOUS ISSUE DATES:

275 EAST LAKE STREET
SUITE 102
WAYZATA, MN 55391
PHONE: 952.473.8777

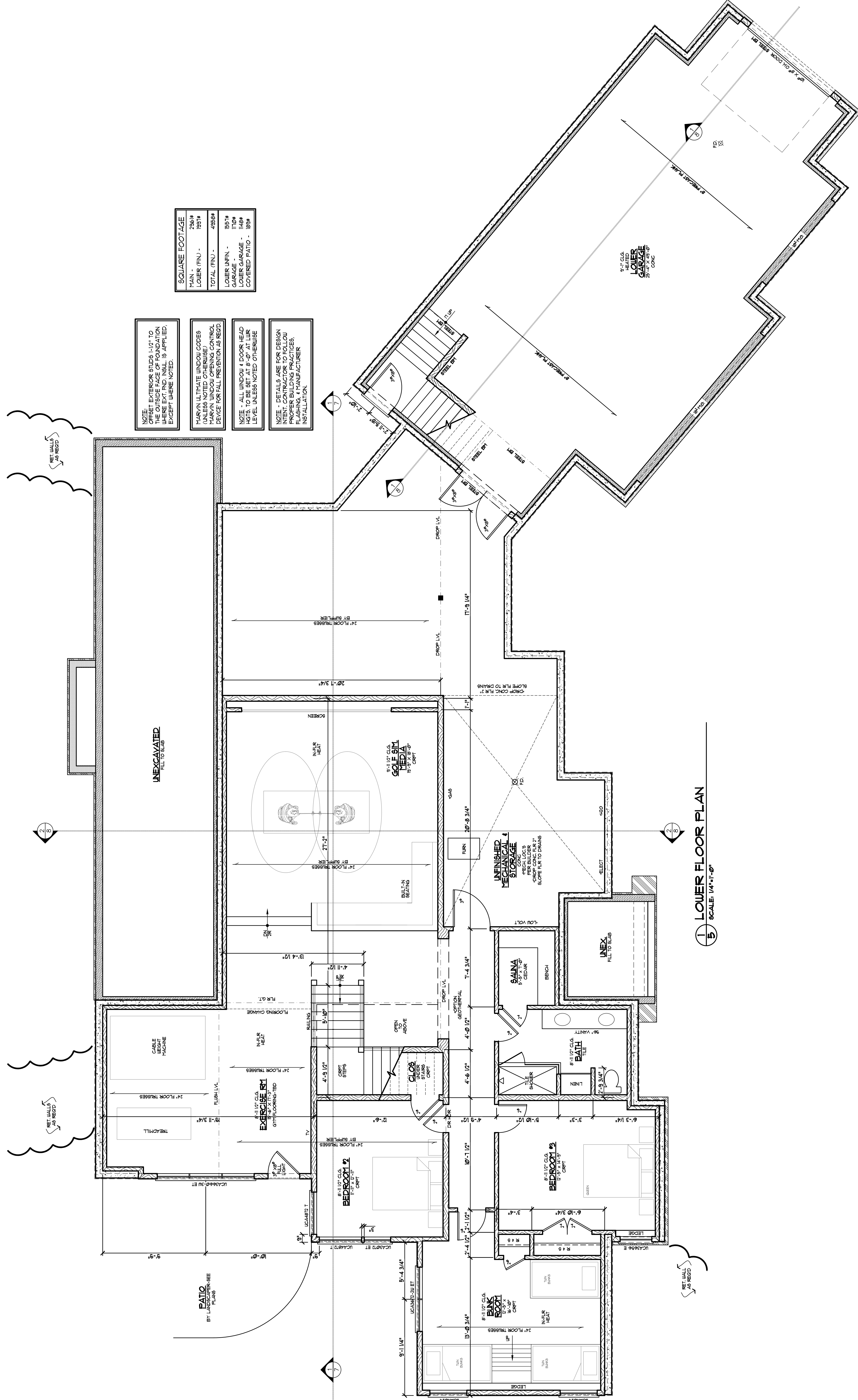
DESIGN GROUP



NOTE:
OFFSET EXTERIOR STUDS 1-1/2" TO
THE OUTSIDE FACE OF FOUNDATION
WHERE EXT. FND. INSUL. IS APPLIED,
EXCEPT WHERE NOTED.

NOTE - DETAILS ARE FOR DESIGN
INTENT. CONTRACTOR TO FOLLOW
PROPER BUILDING PRACTICES,
FLASHING, & MANUFACTURER
INSTALLATION.

1 FOUNDATION PLAN
SCALE: 1/4"=1'-0"



LOWER FLOOR PLAN
 SCALE: 1/4"=1'-0"

SQUARE FOOTAGE	
MAIN -	2366 SF
LOWER (FIN) -	1931 SF
TOTAL (FIN) -	4297 SF
LOWER UNFIN. -	1571 SF
UNFIN. COVERED GARAGE -	1168 SF
COVERED PATIO -	1931 SF

- NOTE: OFFSET EXTERIOR STUDS 1/2" TO OFFSET THE OUTSIDE FACE OF FOUNDATION WHERE EXT. R.C. INSUL. IS APPLIED, EXCEPT WHERE NOTED.
- MARVIN ULTIMATE WINDOW CODES (UNLESS NOTED OTHERWISE) MARVIN WINDOW OPENING CONTROL DEVICE FOR FULL PREVENTION AS REQ'D.
- NOTE - ALL WINDOW & DOOR HEAD HGT'S TO BE SET AT 8'-0" AT LUR LEVEL UNLESS NOTED OTHERWISE.
- NOTE - DETAILS ARE FOR DESIGN INTENT. CONTRACTOR TO FOLLOW PROPER BUILDING PRACTICES, FINISHING MANUFACTURER INSTALLATION.

RET. WALLS AS REQ'D

RET. WALLS AS REQ'D

RET. WALLS AS REQ'D

RET. WALL AS REQ'D

PATIO BY LANDSCAPER-SEE PLANS

SCHWEIZER
9 SAND PIER LANE
NORTH OAKS, MN

BID SET ONLY
NOT FOR CONSTRUCTION

DRAWING DESCRIPTION:
MAIN LEVEL
FLOOR PLAN
ADD

ISSUE DATE:
05 JULY 2023
PREVIOUS ISSUE DATES:

275 EAST LAKE STREET
SUITE 102
WAYZATA, MN 55391
Phone: 952.473.8777

DESIGN GROUP

ALEXANDER

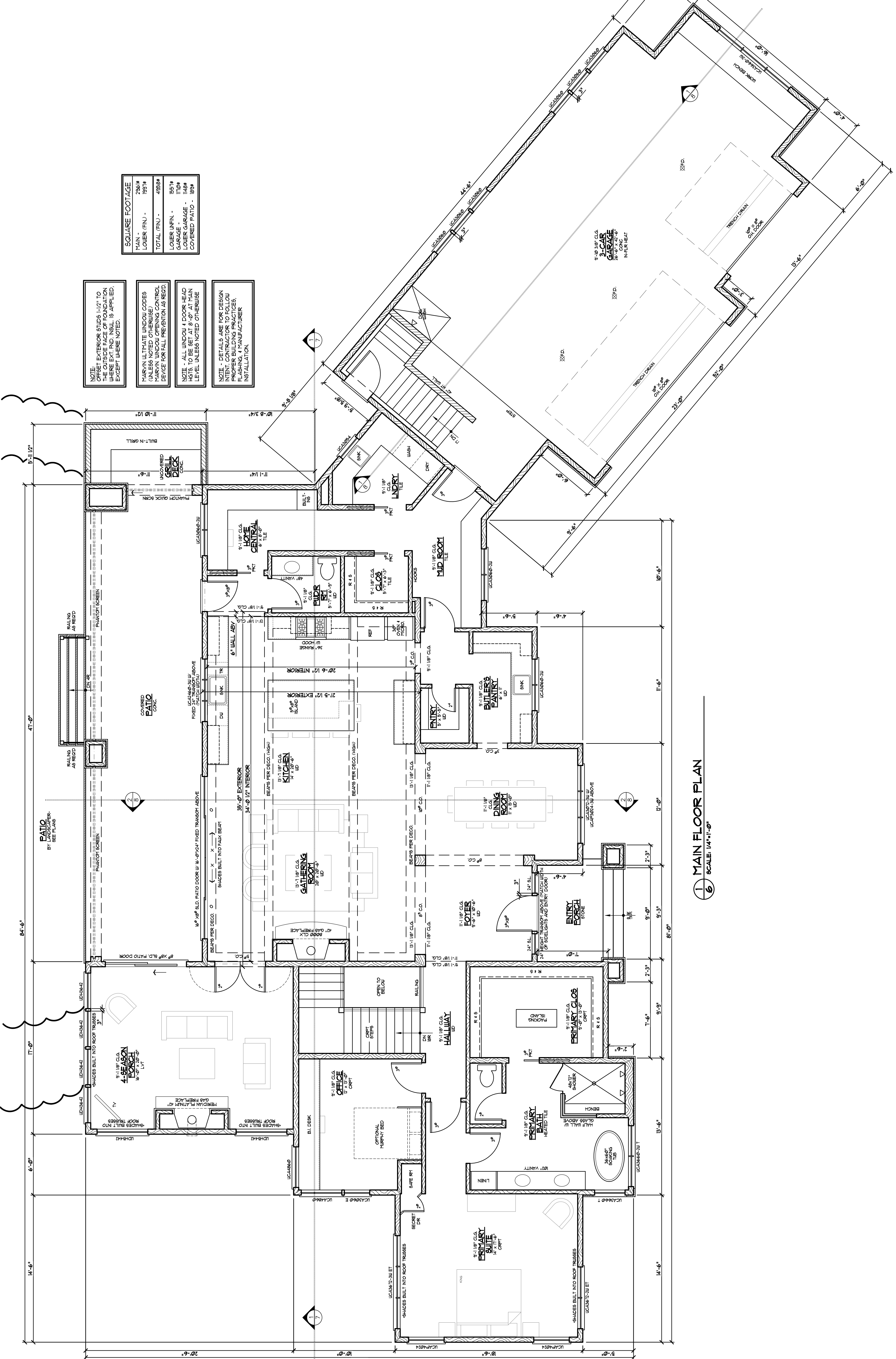
SQUARE FOOTAGE	
MAIN (FNU) -	7361.4
LOWER (FNU) -	1551.1
TOTAL (FNU) -	4959.8
LOWER INFN. -	1551.4
LOWER GARAGE -	1146.4
COVERED PATIO -	189.4

NOTE - ALL EXTERIOR STUDS 1/2" TO THE OUTSIDE FACE OF FOUNDATION WHERE EXT. FND. INSUL. IS APPLIED EXCEPT WHERE NOTED.

MARK VINYLIMATE WINDOW CODES (UNLESS NOTED OTHERWISE) MARK VINYL WINDOW OPENING CONTROL DEVICE FOR FALL PREVENTION AS REQD.

NOTE - ALL WINDOW & DOOR HEAD LEVELS SHOWN IN MAIN LEVEL UNLESS NOTED OTHERWISE.

NOTE - DETAILS ARE FOR DESIGN INTENT. CONTRACTORS TO FOLLOW PROPER BUILDING PRACTICES: FLASHING, & MANUFACTURER INSTALLATION.



1 MAIN FLOOR PLAN
6 SCALE: 1/4"=1'-0"

NOTE: THESE DRAWINGS, DIMENSIONS AND SPECIFICATIONS ARE THE EXCLUSIVE PROPERTY OF ALEXANDER DESIGN GROUP, INC. AND SHALL BE USED ONLY FOR THE PROJECT SPECIFICALLY IDENTIFIED HEREON. ANY OTHER PROJECT IDENTIFYING THE WRITTEN COMPANY OF ALEXANDER DESIGN GROUP, INC.

NOTE: ALEXANDER DESIGN GROUP, INC. ASSUMES NO RESPONSIBILITY FOR THE ACCURACY OF ANY DIMENSIONS OR SPECIFICATIONS NOTED ON THESE DRAWINGS. THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND SPECIFICATIONS PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPLICABLE AGENCIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPLICABLE AGENCIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPLICABLE AGENCIES.

GENERAL CONSTRUCTION NOTES:
 ALL DIMENSIONS TAKEN TO CENTER OF STUD. EXCEPT WHERE NOTED OTHERWISE.
 FOUNDATION IS TO BE CONCRETE ON EXISTING EXTERIOR FOUNDATION. INSULATION IS APPLIED EXCEPT WHERE NOTED.
 ALL DIMENSIONS SHALL HAVE PRECEDENCE OVER SCALED DRAWINGS.
 ALL DIMENSIONS & CONDITIONS TO BE VERIFIED BY GENERAL CONTRACTOR.
 ALL STRUCTURAL COMPONENTS & CONNECTIONS TO BE ENGINEERED BY SUPPLIER.
 ALL WDW HEADERS TO BE 2-2x4 UNLESS OTHERWISE NOTED.
 ALL WOOD ABUTTING CONCRETE TO BE TREATED. VERIFY ANGLES WITH FLOORPLANS (45° UNLESS OTHERWISE NOTED).
 CONSTRUCTION SHOULD BE PERFORMED TO CURRENT STATE OF MINNESOTA BUILDING & ENERGY CODES AND ALL APPLICABLE STANDARDS & STANDARD INDUSTRY PRACTICES.
 ALL WINDOWS AND DOORS SHOULD BE INSTALLED PER MANUFACTURER'S INSTALLATION REQUIREMENTS AND FLASHER BUREAU GUIDELINES.
 ALL WEATHER RESISTIVE BARRIERS SHALL BE INSTALLED PER IRC SEC. R1603 AS AMENDED BY THE STATE OF MINNESOTA RULES SECTION 1309.0700.

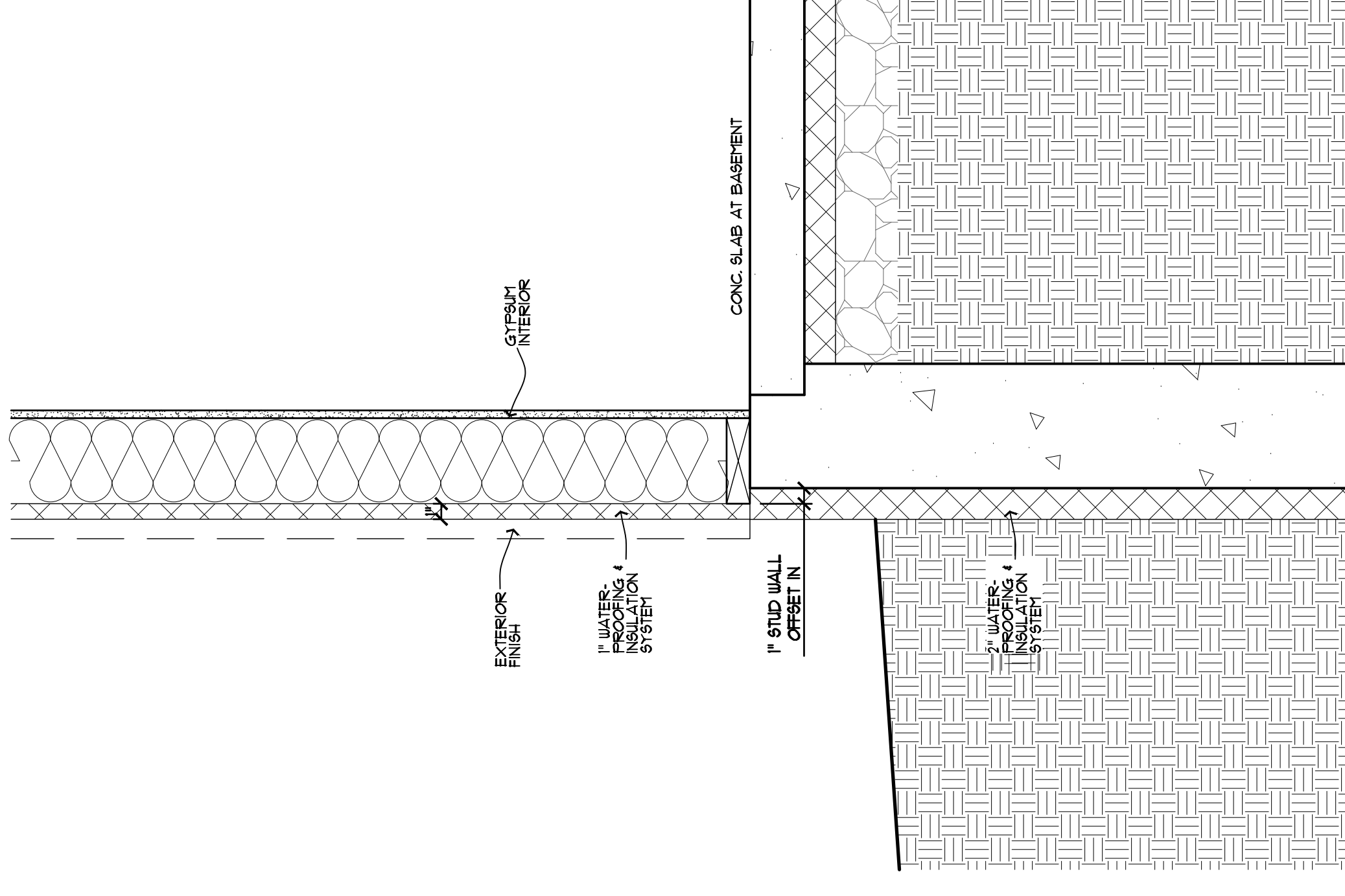
ROOF CONSTRUCTION:
 ROOF VENTS AS REQ'D. - 1/2" O.D.
 ASPHALT SHINGLES
 FELT PAPER W/ ICE & WATER SHIELD
 1/2" POLYURETHANE INSULATION UNDER 4/12
 5/8" GYP. BOARD SHEATHING - ENGINEERED BY SUPPLIER
 WOOD TRUSSES @ 24" O.C. - ENGINEERED BY SUPPLIER
 BATTLE @ EACH TRUSS SPACE
 R-49 BLOW-IN INSULATION
 POLY VAPOR BARRIER - 6 MIL
 5/8" GYP. BD. CEILING

SOFFIT/FASCIA CONSTRUCTION:
 HARDIE BOARD W/ CONT. VENTS
 SEE DETAIL

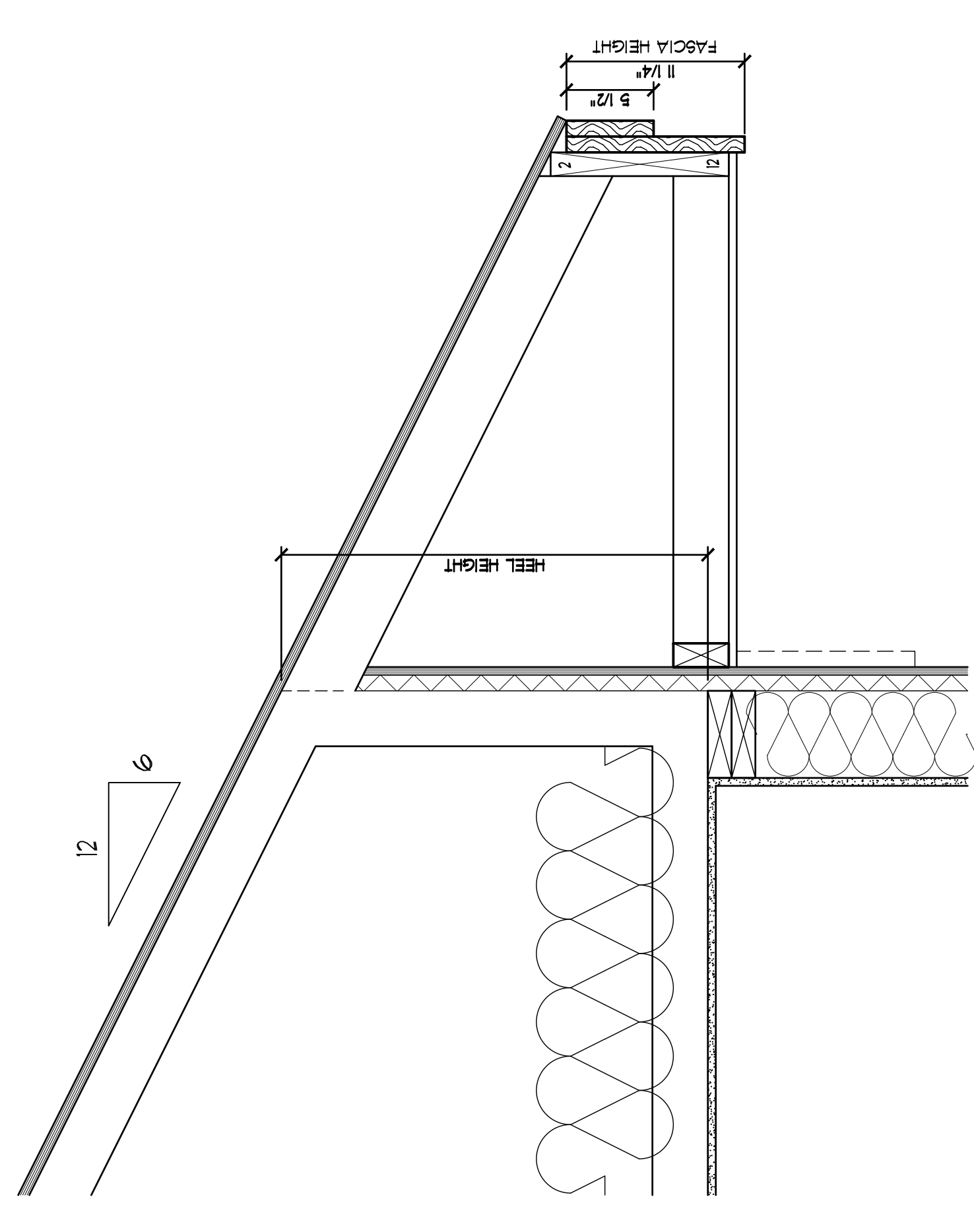
WALL CONSTRUCTION:
 SINK PER ELEVATIONS.
 2x4 STUDS @ 16" O.C.
 2x6 STUDS @ 16" O.C.
 3" SPRAY 1" FOAM INSUL. & SEALER - R-20 MIN OR FIBER GLASS Batts.
 CONTINUOUS POLY VAPOR BARRIER - 6 MIL - SEAL ALL SEAMS & PENETRATIONS
 5/8" GYP. BD. - TAPED, SANDED, PAINTED

FLOOR CONSTRUCTION:
 FINISHED FLOOR
 3/4" T. & G. PLYWOOD SUBFLOOR
 2x4 FLOOR TRUSSES, SPACING PER SUPPLIER UNLESS OTHERWISE NOTED.
 5/8" GYP. BD. @ RFT R-2/1
 5/8" GYP. BD. @ FINISHED AREAS.

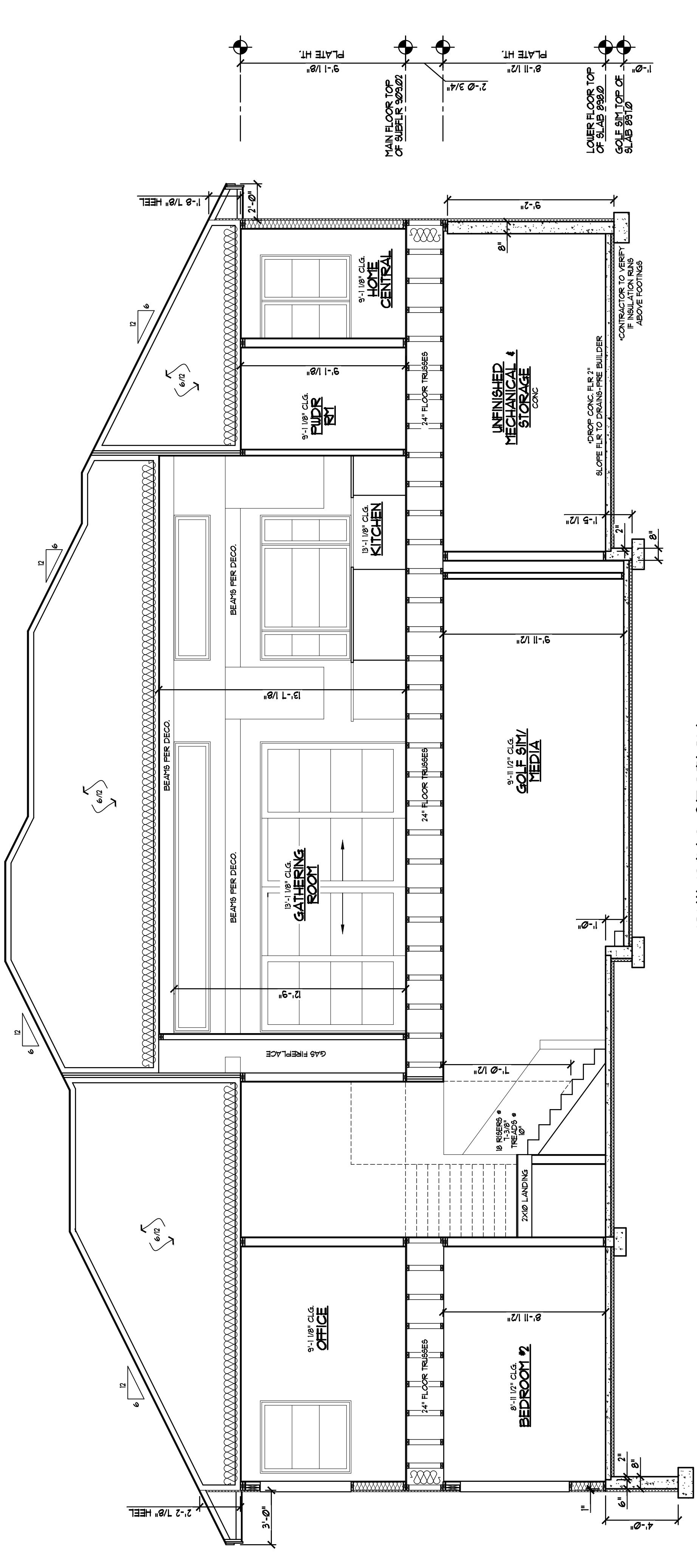
FOUNDATION:
 1/2" x 1/2" ANCHOR BOLTS @ 5' O.C.
 2x6 TREATED SILL & SEALER
 8" W/ FURRED CONC. WALLS MIN. - (SEE DETAILS & PLANS)
 2x4 FLOORING @ 16" O.C. - HOLD OUT 1/2" FROM CONC. - 2x4 TRTD SILL FLATE
 R-5 INSUL W/ R-10 MIN. EXTERIOR & SEALER OR EQUAL
 8" x 16" CONC. FTG. W/ 2-4% CONT. MIN. - (SEE DETAILS & PLANS)
 WATCHDOG WATERPROOFING OR EQUAL
 3 1/4" CONC. SLAB
 2" RIGID INSULATION
 POLY VAPOR BARRIER
 INTERIOR AND EXTERIOR DRAIN TILE TO SUMP BUCKET



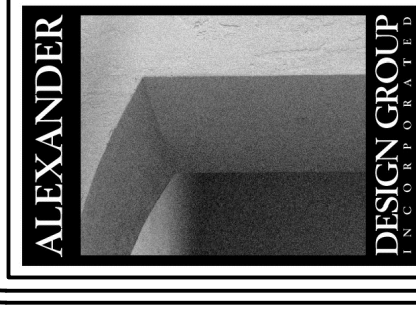
2 FOUNDATION DETAIL
 SCALE: 1/2"=1'-0"



3 TYPICAL FASCIA / DIM DIAGRAM
 SCALE: 1/2"=1'-0"



1 BUILDING SECTION
 SCALE: 1/4"=1'-0"



ALEXANDER DESIGN GROUP
 275 EAST LAKE STREET
 SUITE 102
 WAZZATA, MN 55391
 Phone: 952.473.8777

ISSUE DATE:
 05 JULY 2023
 PREVIOUS ISSUE DATES:

DRAWING DESCRIPTION:
 BUILDING SECTION & DETAILS
 ADA

NOT FOR CONSTRUCTION
 BID SET ONLY

SCHWEITZER
 9 SAND PITER LANE
 NORTH OAKS, MN

7 OF XX

FLOOR AREA RATIO (FAR) WORKSHEET **JOB ADDRESS:** 9 Sand Piper Lane

- 1) Total Lot Area 101,891 Sq. Ft.
- 2) Total Area of Road Easement(s) 3129 Sq. Ft.
- 3) **Adjusted Total Lot Area**
(Subtract Line 2 from Line 1) 98,765 Sq. Ft.
- 4) DNR-Designated Wetland 27,030 Sq. Ft. X .66 = 17,839.8 Sq. Ft.

5) **Gross Lot Area**
(Subtract Line 4 from Line 3) 80,625.2 Sq. Ft.

6) Floor Area of Existing or Proposed House

- A) First Floor 2961 Sq. Ft.
- B) Second Floor — Sq. Ft.
- C) Basement 1557 Sq. Ft.
Exposed Basement Walls 15 %
1) Adjusted Basement Area 233.5 Sq. Ft.
(Multiply Line 6C by 6C1)
- D) Garage 2318 Sq. Ft.

E) **Add Lines A, B, C2, D** **Sub-Total:** 5572.5 Sq. Ft.

7) Additional Floor Area

- A) Additions — Sq. Ft.
- B) Detached Accessory Buildings — Sq. Ft.

C) **Add Lines A and B** **Sub-Total:** — Sq. Ft.

8) **Total Floor Area TOTAL:** 5572.50 Sq. Ft.
(Add Lines 6E and 7C)

9) **FLOOR AREA RATIO**
(Divide Line 8 by Line 5) .068

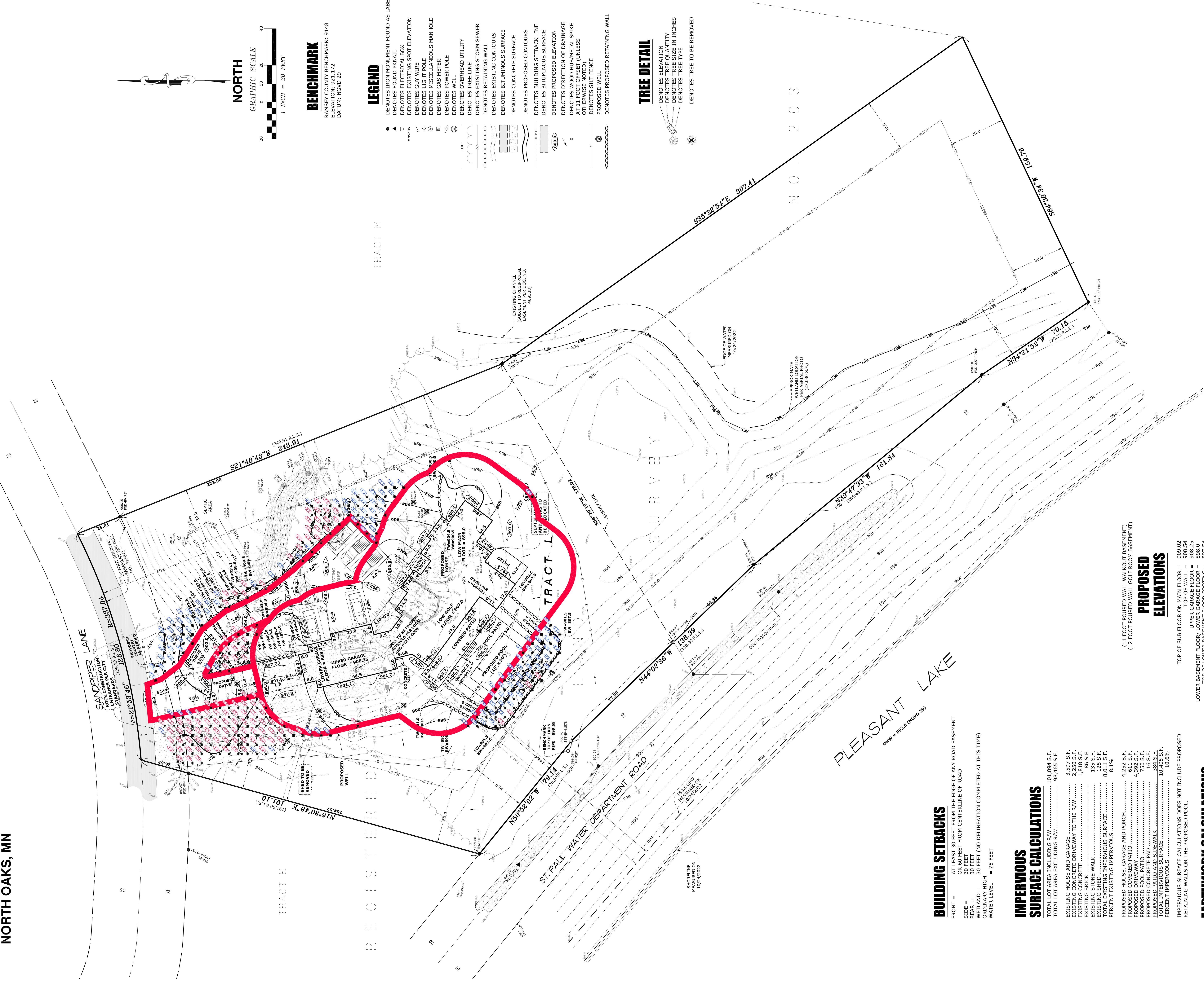
Note: For Lots where the combined square footage of all Buildings thereon exceeds 4,000 square feet, then the combined total Floor Area Ratio (FAR) of all Buildings on such Lots shall not exceed 0.12

Date: 5/25/2023 Phone: 651-653-1210 Signature: 

Print Name: Andrew Michals 12/10

GRADING EXHIBIT EXCLUDING DRIVEWAY & WITHIN 25 FEET OF FOUNDATION

~for~ MICHELS HOMES
 ~of~ 9 SANDPIPER LANE
 NORTH OAKS, MN



BUILDING SETBACKS

FRONT = AT LEAST 30 FEET FROM THE EDGE OF ANY ROAD EASEMENT OR 60 FEET FROM CENTERLINE OF ROAD
 SIDE = 30 FEET
 REAR = 30 FEET
 WETLAND = 30 FEET (NO DELINEATION COMPLETED AT THIS TIME)
 ORDINARY HIGH WATER LEVEL = 75 FEET

IMPERVIOUS SURFACE CALCULATIONS

TOTAL LOT AREA INCLUDING R/W	101,894 S.F.
TOTAL LOT AREA EXCLUDING R/W	98,465 S.F.
EXISTING HOUSE AND GARAGE	3,297 S.F.
EXISTING DRIVEWAY TO THE R/W	1,818 S.F.
EXISTING CONCRETE	86 S.F.
EXISTING BRICK	86 S.F.
EXISTING STONE WALK	135 S.F.
EXISTING ASPHALT DRIVEWAY	384 S.F.
TOTAL EXISTING IMPERVIOUS SURFACE	8,011 S.F.
PERCENT EXISTING IMPERVIOUS	8.1%
PROPOSED HOUSE, GARAGE AND PORCH	4,323 S.F.
PROPOSED COVERED PATIO	611 S.F.
PROPOSED DRIVEWAY	4,392 S.F.
PROPOSED POOL PATIO	750 S.F.
PROPOSED PATIO AND SIDEWALK	384 S.F.
TOTAL IMPERVIOUS SURFACE	10,405 S.F.
PERCENT IMPERVIOUS	10.6%

IMPERVIOUS SURFACE CALCULATIONS DOES NOT INCLUDE PROPOSED RETAINING WALLS OR THE PROPOSED POOL.

EARTHWORK CALCULATIONS

TOTAL EARTHWORK CALCULATION	
PROPOSED CUT	= 1,645 CU. YDS.
PROPOSED FILL WITH 10% COMPACTION	= 309 CU. YDS.
NET	= 14 CU. YDS. (FILL)

EARTHWORK AT 25' OFFSET TO FOUNDATION
 PROPOSED CUT = 1,645 CU. YDS.
 PROPOSED FILL WITH 10% COMPACTION = 309 CU. YDS.
 NET = 109 CU. YDS. (FILL)

PROPOSED ELEVATIONS

(11 FOOT POURED WALL WALKOUT BASEMENT)
 (12 FOOT POURED WALL GOLF ROOM BASEMENT)

TOP OF SUB FLOOR ON MAIN FLOOR = 909.02
 TOP OF WALL = 908.54
 UPPER GARAGE FLOOR = 888.25
 TOP OF LOWER BASEMENT FLOOR FOOTING = 897.54
 LOW GOLF FLOOR = 897.0
 LOW GOLF FLOOR FOOTING = 896.54

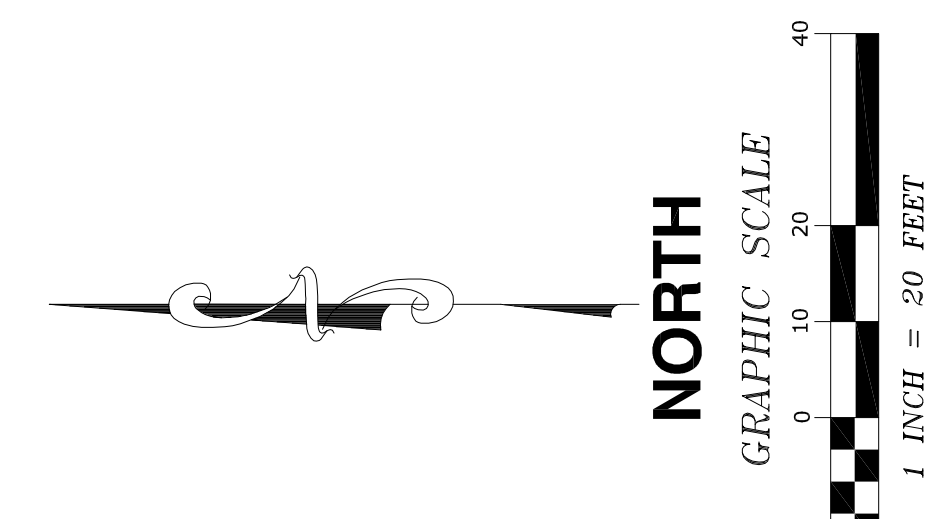
NOTES

- Field survey was completed by E.G. Rud and Sons, Inc. on 10/24/22 and 10/28/22.
- Bearings shown are on Ramsey County datum.
- This survey was prepared utilizing Certificate of Title No. 648627.
- This survey was prepared without the benefit of title work. Additional easements, restrictions and/or encumbrances may exist other than those shown herein. Surveyor is not to be held responsible for any errors or omissions in this survey or for any opinion.
- Builder to verify house dimensions, sewer depth and foundation depth.
- Driveways are shown for graphic purposes only. Final driveway design and location to be determined by the contractor.
- Finished grade adjacent to home shall be 0.5 feet below top of block except at driveway and patio.

PROPERTY DESCRIPTION

[DESCRIPTION PER RAMSEY COUNTY CERTIFICATE OF TITLE NO. 648627.]
 Tract L, Registered Land Survey No. 203
 Subject to the rights of the Board of Water Commissioners of the City of Saint Paul as set forth in the following instruments: Deed dated June 1, 1982, recorded in Book 102 of Deeds and Plat 1, Ramsey County, Minnesota; Deed dated July 1, 1982, recorded in Book 102 of Deeds and Plat 1, Ramsey County, Minnesota; Deed dated January 26, 1935, recorded in Book 948 of Deeds on Page 208; Deed dated July 12, 1951, recorded in Book 1411 of Deeds on Page 46, all as set forth in Ramsey County Records.
 Subject to Restrictions and Conditions contained in Document Number 411345.

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



BENCHMARK
 RAMSEY COUNTY BENCHMARK: 9148
 ELEVATION: 921.172
 DATUM: NAD 83

LEGEND

- DENOTES IRON MONUMENT FOUND AS LABELED
- DENOTES FOUND PAVEMENT
- DENOTES EXISTING FINISH GRADE
- DENOTES EXISTING SPOT ELEVATION
- DENOTES GUY WIRE
- DENOTES LIGHT POLE
- DENOTES MISCELLANEOUS MANHOLE
- DENOTES GAS METER
- DENOTES POWER POLE
- DENOTES OVERHEAD UTILITY
- DENOTES TREE LINE
- DENOTES EXISTING STORM SEWER
- DENOTES EXISTING WALL
- DENOTES EXISTING CONTOURS
- DENOTES BITUMINOUS SURFACE
- DENOTES CONCRETE SURFACE
- DENOTES PROPOSED CONTOURS
- DENOTES BUILDING SETBACK LINE
- DENOTES BITUMINOUS SURFACE
- DENOTES PROPOSED ELEVATION
- DENOTES DIRECTION OF DRAINAGE
- DENOTES WOOD HUB/METAL SPIKE AT 10 FOOT OFFSET (UNLESS OTHERWISE NOTED)
- DENOTES SILT FENCE
- DENOTES WELL
- DENOTES PROPOSED RETAINING WALL

TREE DETAIL

- DENOTES ELEVATION
- DENOTES TREE SPECIES
- DENOTES TREE SIZE IN INCHES
- DENOTES TREE TYPE
- DENOTES TREE TO BE REMOVED

NO.	DATE	DESCRIPTION	BY
1	02/24/22	REV. SCALE AND REPAIR HOUSE	BRN
2	02/24/22	ADD EARTHWORK - REV. RET. WALL	BRN
3	05/02/23	MOVED HOUSE BACK FOR 8% DRIVE	BRN
4	05/02/23	REV. PER NEW HOUSE PLANS	BRN
5	05/24/23	REV. GARAGE STAIRWELL AREA	BRN
6	05/24/23	UPDATED EARTHWORK CALC.	BRN
7	06/06/23	FOUNDATION OFFSET CALC.	BRN
8			BRN

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.
ASON E. RUD
 Date: 06/06/2023 License No. 41578



ALEXANDER
DESIGN GROUP

architecture

Schweizer

3D Conceptual Illustration

05-25-23 REV 2

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Note: These images are 3d conceptual illustrations. They are not intended to convey exact final design, landscaping, survey information, colors, or materials. **61**
Architectural plans, specifications & Survey supersede these 3d illustrations





ALEXANDER
DESIGN GROUP

architecture

Schweizer

3D Conceptual Illustration

05-25-23 rev 2

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Architectural plans, specifications & Survey supersede these 3d illustrations









ALEXANDER
DESIGN GROUP

architecture

Schweizer

3D Conceptual Illustration

05-25-23 rev 2

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Note: These images are 3d conceptual illustrations. They are not intended to convey exact final design, landscaping, survey information, colors, or materials. **67**
Architectural plans, specifications & Survey supersede these 3d illustrations







**CITY OF NORTH OAKS
RAMSEY COUNTY, MINNESOTA
RESOLUTION NO. _____**

**RESOLUTION APPROVING A CONDITIONAL USE PERMIT TO
EXCEED THE MAXIMUM GARAGE AREA FOR PROPERTY AT 9
SANDPIPER LANE AND FOR GRADING IN EXCESS OF 100 CUBIC YARDS**

WHEREAS, an application for a Conditional Use Permit has been submitted by Michels Homes and Andrew & Brenda Schwizer for the real property located at 9 Sandpiper Lane, North Oaks, Ramsey, County, Minnesota, and legally described on the attached **EXHIBIT A** (the “Property”), to allow for the construction of an attached garage 2,312 square feet in size on the Property and for land reclamation (fill) activities in excess of 100 cubic yards of soil ; and

WHEREAS, a Conditional Use Permit is required to exceed a combined total of 1,500 sq. feet of garage area and for land reclamation (fill) activities involving 100 cubic yards or more of soil; and

WHEREAS, the request has been reviewed against the relevant requirements of North Oaks Zoning Ordinance Sections 151.050 and 151.076, regarding the criteria for issuance of a Conditional Use Permit, and meets the minimum standards, is consistent with the City of North Oaks Comprehensive Plan, is in conformance with the Zoning Ordinance, and does not have a negative impact on public health, safety, or welfare; and

WHEREAS, a public hearing concerning the Conditional Use Permit was held before the North Oaks Planning Commission in accordance with Minnesota Statutes, Section 462.357, subd. 3, on June 22, 2023 at which hearing all interested parties had the opportunity to be heard, following which the Planning Commission voted to recommend approval of the Conditional Use Permit application, subject to certain conditions.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH OAKS, that a Conditional Use Permit to allow for garage space in excess of 1,500 sq. ft. and a Conditional Use Permit to for land reclamation (fill) activities in excess of 100 cubic yards of soil, is **APPROVED** for the Property subject to the following conditions:

1. The CUP application is approved in accordance with the application submitted on March 23, 2023 and additional information received on May 5, 2023, May 24, 2023, June 6, 2023, June 22, 2023 and July 5, 2023, except as amended by this approval; the new garage shall be constructed in conformity with these approved plans at a size not to exceed 2,312 square feet, and the fill activities shall be limited to an imported soil amount of a total of 300 cubic yards of soil or less.

2. The proposed home shall meet all required setbacks and other zoning standards prior to the issuance of a building permit.
3. The conditions of Title 151.027(D)2 (land reclamation) shall be satisfied before the issuance of a building permit. The building plan application shall contain an erosion and sediment control plan.
4. No soil stockpiling or vehicular activity shall be permitted in the planned SSTS locations.
5. Soil borings need to be performed to determine ground water elevation for basement elevation.
6. Tree disturbance should be strategically completed and remaining trees abutting construction disturbance areas shall have tree protection barriers installed at the dripline.
7. Erosion control shall be in place prior to the beginning of construction.
 - a. Erosion control measures such as silt fence must be installed downstream of all proposed grading, in order to ensure proper containment of sedimentation on site. Extra care shall be taken to maintain all existing erosion control measures to ensure sedimentation due to grading activities is not tracked off site.
 - b. Applicant shall ensure that grading and filling work does not result in the deposit of additional stormwater runoff onto adjacent properties.
8. Plans shall be approved by the Building Official prior to the commencement of construction.
9. Any outstanding fees shall be paid prior to the issuance of a building permit.
10. The existing well and septic tanks must be properly abandoned. The site survey must be updated to show a compliant second septic site on the Property; if a compliant secondary septic site does not exist on the Property and cannot be shown on the survey, the applicant must obtain a variance from this requirement prior to issuance of a building permit for the Property.
11. The new primary and secondary septic locations shall be shown on the plans.
12. The driveway installation shall be coordinated with the City Engineer and NOHOA.

13. A certificate of zoning compliance is required from the City Clerk prior to initiating any work in the shoreland management area.
14. Proper notification given to the adjacent lot owners per City Code §151.050 (F) (2) of grading activities within the setback area, if applicable.
15. Applicant shall comply with all applicable local, state and watershed district rules and regulations.

BE IT FURTHER RESOLVED that the City Clerk, Deputy City Clerk, or City Attorney are hereby authorized and directed to record a certified copy of this Resolution with the Ramsey County Registrar of Titles.

Adopted by the City Council of the City of North Oaks this 13th day of July, 2023.

By: _____
 Krista Wolter
Its: Mayor

Attested:

By: _____
 Kevin Kress
Its: City Administrator

**EXHIBIT A
LEGAL DESCRIPTION OF PROPERTY**

Real property located in Ramsey County, Minnesota legally described as follows:

Tract L, Registered Land Survey No. 203, Ramsey County, Minnesota.

PIN: 083022230002

RCSO CONTRACT CITY ANIMAL ORDINANCE COMPARISON

6-Jun-2023

North Oaks C Arden H. C Falcon H. C Little C. C Shoreview C Vadnais H. C WBT C

	North Oaks	C	Arden H.	C	Falcon H.	C	Little C.	C	Shoreview	C	Vadnais H.	C	WBT	C
License Dogs	Yes	M	Yes	M	No		Yes	M	No		Yes	M	Yes	M
License Cats	Yes	M	Yes	M	No		No		No		Yes	M	No	
At-Large/Restraint	Yes-PN	M	Yes	M	Yes-PN	M	Yes	M	Yes	M	Yes	M	Yes	M
Dog in heat/season	Yes	M	Yes		No		No		Yes		Yes		No	
Barking/Noise	Yes-PN	M	Yes		Yes-PN	M	Yes	M	Yes	M	Yes	M	Yes	M
Litter/Feces	No		Yes	M	Yes-PN	M	Yes	M	Yes	M	Yes	M	Yes	M
Number Limit	Yes	M	Yes	M	Yes		Yes	M	Yes	M	Yes	M	Yes	M
Potentially Dangerous MN§347.50.3	No		Yes		Yes		Yes	M	Yes	M	Yes	M	Yes	M
Dangerous MN§347.50.2	No		Yes	M	Yes		Yes	M	Yes	M	Yes	M	Yes	M
Wild & Exotic Animals	No		Yes		No		Yes		Yes	M	Yes		Yes	
Feeding Wildlife	Yes	P	Yes		No		Yes		Yes	M	Yes	M	No	
Public Nuisance - attacks animals x 2	Yes	M	No		No		No		No		No		No	
Public Nuisance - Bite Human	Yes	M	No		No		No		No		No		No	
Public Nuisance - Barks Makes noise	Yes	M	No		Yes		No		No		No		No	
Public Nuisance - Chases cars or bikes	Yes	M	No		No		No		No		No		No	
Public Nuisance - Charges Ppl	Yes	M	No		No		No		No		No		No	
Proper Care	Yes		No		No		No		Yes	M	No		Yes	
Kennel	No		Yes	M	No		No	M	No	M	Yes	M	Yes	
Farm Animals/Livestock	No		Yes	M	No		Yes		Yes	M	Yes		Yes	
Biting Dog	No		No		No		No		No		Yes	M	Yes	M

PLANNING REPORT

TO: North Oaks City Council

FROM: Kendra Lindahl, AICP, City Planner

DATE: July 10, 2023

RE: Consider Possible Ordinance Amendment for Ground Mounted Solar

BACKGROUND

City staff was contacted by representatives from Incarnation Lutheran Church about the potential of installing a solar array in the north east corner of their existing parking lot at 4880 Hodgson Road.

Attached for reference:

Exhibit A: Location map for Incarnation Church

ISSUES AND ANALYSIS

Solar arrays are not currently permitted in the City. Section 151.022 of the City Code states that “In any zoning district whenever a use is neither specifically permitted nor denied, the use shall be considered prohibited.” The property is zoned RSM.

City staff have allowed building mounted solar arrays as part of a building permit because it is it part of the structure. However, the Zoning Ordinance would need to be amended to allow this type of freestanding solar array. If the City Council supports this use and wishes to allow accessory solar, staff suggest limits to size and other performance standards. The City Code does not require a specific number of parking stalls for the Church, just that parking be adequate for the use. The City would want to ensure that adding the solar array where parking currently exists does not create a parking problem for the church.

If the Council supports the idea, the church would apply for a zoning ordinance text amendment and work with City staff to establish standards. The ordinance text amendment would require a public hearing at the Planning Commission and City Council approval for adoption.





ACTION REQUESTED

Provide direction to staff and the applicant regarding support for an ordinance amendment to allow ground mounted solar arrays.

cc: Roberta Colotti, NOHOA



p 651-792-7750
f 651-792-7751



northoaks@northoaksmn.gov
www.northoaksmn.gov



100 Village Center Drive, Suite 230
North Oaks, MN 55127

PLANNING REPORT

TO: North Oaks City Council

FROM: Kendra Lindahl, AICP, City Planner

DATE: July 10, 2023

RE: Consider Possible Ordinance Amendment for Electronic Message Center (EMC) Sign

BACKGROUND

Peace United Methodist Church at 5050 Hodson Road would like to replace their existing sign with a new electronic message sign.

Attached for reference:

- Exhibit A: Location map for Incarnation Church
- Exhibit B: Existing Sign
- Exhibit C: Electronic Message Center Sign Concept Drawings

ISSUES AND ANALYSIS

The current sign is lit by external ground lights. The would like to install a monument sign with a digital display similar to the one at Incarnation Church. The Code prohibits moving or flashing parts on signs in the RSL district and others, which prohibits ECM signs. It is unclear how the Incarnation sign was permitted given these restrictions.

Regardless, the City prohibits this type of sign and an ordinance amendment would be required to allow this type of sign. If the Council supports the idea, the church would apply for a zoning ordinance text amendment and work with City staff to establish standards. The ordinance text amendment would require a public hearing at the Planning Commission and City Council approval for adoption.





ACTION REQUESTED

Provide direction to staff and the applicant regarding support for an ordinance amendment to electronic message center signs.

cc: Roberta Colotti, NOHOA



p 651-792-7750
f 651-792-7751



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PEACE

A UNITED METHODIST COMMUNITY

celebrating
60!

SUNDAY SERVICE | 10:00AM | WWW.PEACEUMC.COM

The Musical Montessori Preschool
themusicalmontessori.com | (651) 274-6569

Hmong Faith Fellowship
Sundays 12:45pm | (612) 810-7251

Redeemer Salvation Church of God
Saturdays 10:00am | (612) 845-9305

Boy Scout Troup 9625
Facebook: Boy Scout Troup 9625

Cub Scout Pack 9525
www.cubscout525.org

Yoga Hot Dish
yogahotdish.com

Body Mind Circle Yoga
(612) 850-0071

Dance Fit with Cynthia
see flyer in fellowship hall

David Trelles | Violinist
(612) 807-0412

PRAYER LABYRINTH | LOCATED BEHIND PARKING LOT



Peace UMC

5050 Hodgson Road
North Oaks, MN 55126

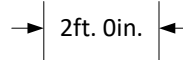
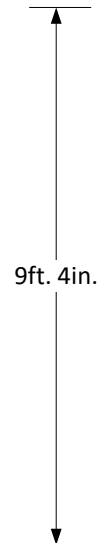
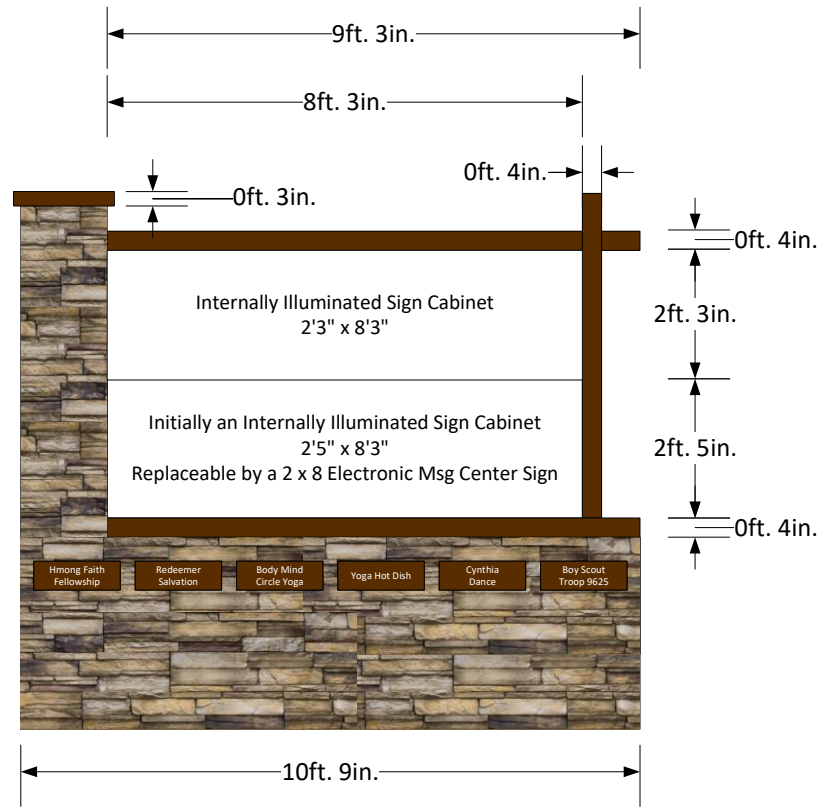
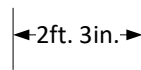
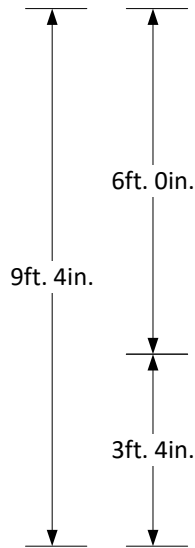
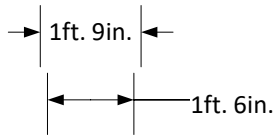
Sign Design_1
May – 2023

PEACE A UNITED METHODIST COMMUNITY
 SUNDAY SERVICES | 10:00AM | WWW.PEACEUMC.COM
reconciling & growing for everyone
 **Musical Montessori Preschool and Childcare**

Hmong Faith Fellowship	Redeemer Salvation	Body Mind Circle Yoga	Yoga Hot Dish	Cynthia Dance	Boy Scout Troup 9625
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PEACE
 A UNITED METHODIST COMMUNITY
 SUNDAY MORNINGS at 10:00am | www.peaceumc.com

Musical Montessori	Shaila Dance	Hiyala Yoga	Prayer Labyrinth
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PLANNING REPORT

TO: North Oaks City Council

FROM: Kendra Lindahl, AICP, City Planner
Kevin Kress, City Administrator
Bridget Nason, City Attorney

DATE: July 10, 2023

RE: Grant Modification – Age-Friendly Minnesota Community Grant

BACKGROUND

On February 6, 2023, the City of North Oaks submitted an application to the Minnesota Department of Human Services (DHS) for an Age-Friendly Minnesota (AFMN) Community Grant in the amount of \$49,429. The proposed grant project was for a Community Visioning Project to identify improvements, ordinance and programs that could be implemented to help North Oaks be more age friendly and inclusive.

The DHS has provided a revised award amount of \$22,901, approximately half of the original amount requested. The City Council discussed this item at their May 31st meeting and tabled the item for staff to work to revise the scope of work.

On June 30th, City staff, the Mayor and NOHOA representatives met to discuss work that had previously been completed by NOHOA and how that might affect the scope of work. The discussion focused on how the grant could provide analysis that could inform future NOHOA strategic planning efforts and dovetail with the City infrastructure planning efforts.

Attached for reference:

- Exhibit A: AFMN Grant Application, Budget and Tasks dated February 6, 2023
- Exhibit B: Modified Grant Contract dated May 24, 2023
- Exhibit C: Revised Scope of Work dated July 10, 2023

ISSUES AND ANALYSIS

The City of North Oaks received approval from the DHS for the AFMN Community Grant that was submitted on February 6, 2023. However, due to the number of requests for funding received by the DHS they have offered a grant award for partial funding to some applicants' original requests.

The original grant application proposed funding for research, community surveys, an open house, stakeholder interviews, creating website content and hosting two community workshops to generate an age-friendly vision and strategic action plan for the City of North Oaks. Based on the June 30th discussion, we have modified the scope to eliminate one of the open houses and try to provide a targeted open house similar to the Legacy event to gather specific impact. We will also work with the firm chosen to do the infrastructure planning to create an interactive website that will be used to gather feedback from residents. We will include the information gathered in the 2019 NOHOA community survey as part of our research.

This grant is focused on older adults but cannot provide direct services. The deliverable will be an Age-Friendly Vision for City with a strategic action plan for implementation of the principle to provide inclusion for older residents in North Oaks.

The DHS has provided a revised award amount of \$22,901, approximately half of the original amount requested. The new scope of work has been reduced to \$33,489. The DHS has also provided a revised task and budget worksheet with proposed funding changes to the project proposed by the City. DHS has offered three options for the City to consider:

- Option 1: Accept the modified grant amount and move forward with the project as outlined in the modified grant contract.
- Option 2: Accept the modified grant amount and direct it towards a different aspect of the project and/or modify the proposed activities.
- Option 3: Decline the offer for partial funding of the grant.

If the Council selects Options 1 or 2, Council can adopt the new work plan provided by staff or direct staff to make additional scope changes.





ACTION REQUESTED

Motion to direct staff to proceed with one of the three options for the revised grant award provided by DHS.

cc: Roberta Colotti, NOHOA



p 651-792-7750
f 651-792-7751



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www.northoaksmn.gov



100 Village Center Drive, Suite 230
North Oaks, MN 55127

Age Friendly Community Visioning Process North Oaks, MN

2023

	April	May	June	July	August	September	October	November	December	Principal	Planning Lead	Planner III	Planner II	TOTAL	TOTAL
										\$158	\$153	\$117	\$97	HOURS	FEE/EST
Project Management										15	0	0	15	30	\$3,825
Kickoff meeting with staff										3			3	6	\$765
Meetings with city staff with status report										12			12	24	\$3,060
Discovery										71	0	20	118	209	\$25,004
Research										24		12	48	84	\$9,852
On-Line Survey (with mailed paper alternative)										1			8	9	\$934
Community open house										8		8	8	24	\$2,976
Stakeholder Interviews (up to 10)										30			30	60	\$7,650
Written summary of findings										8			24	32	\$3,592
Community Engagement										26	0	8	72	106	\$12,028
Develop Content for Website										2			8	10	\$1,092
Community workshops (two workshops)										16		8	32	56	\$6,568
Council Meeting to adopt Vision Statement and accept final report										8			32	40	\$4,368
Strategic Plan										16	4	0	56	76	\$8,572
Vision Statement and Age-Inclusive Principles										8	4		24	36	\$4,204
Age-Friendly Community Vision and Strategic Action Plan										8			32	40	\$4,368
															\$49,429.00

- Staff Meetings
- Community Meeting
- Workshop
- Planning Commission / City Council Meeting
- Major Deliverable

Age-Friendly Minnesota Community Grants

ATTACHMENT A: Deliverables/Cost Detail (REQUIRED)

GRANTEE: City of North Oaks

Requested Amount: \$49,429.00

Proposed Contract Amount: \$22,901

- a. The cost proposal below details deliverables by quarter and in total.
- b. GRANTEE’s invoices must also include documentation for purchases made related to projects.
- c. GRANTEE is required to attend approximately 6-8 events (such as webinars, conferences, meetings, etc.) led by the Age-Friendly Minnesota (AFMN) Team. Events will include both virtual and in-person formats, including a regional conference, and will focus on peer-to-peer learning among AFMN GRANTEES.
- d. The STATE does not make regular payments based solely upon the passage of time; it only pays for services performed or work delivered after it is accomplished.

Deliverables/Project Activities	Associated Budget Item(s)	Timeframe of Activities	Associated Budget Amount
A. Project Management	1. Kickoff meeting with staff = \$765 \$200 2. Meetings with city staff with status report = \$3,060 \$800	CY23 Q3-Q4	\$1,000
B. Discovery	1. Research = \$9,852 \$3,000 2. On-line survey (with mailed paper alternative) = \$934 3. Community open house = \$2,976 \$1,500 4. Stakeholder interviews (up to 10) = \$7,650 \$3,825 5. Written summary of findings = \$3,592 \$1,796	CY23 Q3	\$11,055
C. Community Engagement	1. Develop content for website = \$1,092	CY23 Q3-Q4	\$6,560

Deliverables/Project Activities	Associated Budget Item(s)	Timeframe of Activities	Associated Budget Amount
	<p>2. Community workshops (two workshops) = \$6,568 \$3,284</p> <p>3. Council meeting to adopt Vision Statement and accept final report = \$4,368 \$2,184</p>		
D. Strategic Action Plan	<p>1. Vision Statement and Age-Inclusive Principals = \$4,204 \$2,143</p> <p>2. Age-Friendly Community Vision and Strategic Action Plan = \$4,368 \$2,143</p>	CY23 Q3-Q4	\$4,286
Total			\$22,901

Age Friendly Community Visioning Process North Oaks, MN

2023

	July	August	September	October	November	December	January	February	March	Principal \$158	Planning Lead \$153	Planner II \$97	TOTAL HOURS	TOTAL (revised 7/10/23) FEE/EST	Associated Grant Amount
Project Management										15	0	15	30	\$3,825	\$1,000
Kickoff meeting with staff										3		3	6	\$765	
Meetings with city staff with status report										12		12	24	\$3,060	
Discovery										32	0	64	96	\$11,264	\$11,055
Research										24		40	64	\$7,672	
Written summary of findings										8		24	32	\$3,592	
Community Engagement										18	0	72	90	\$9,828	\$6,560
Develop Content for Website										2		24	26	\$2,644	
Community workshops										8		16	24	\$2,816	
Council Meeting to adopt Vision Statement and accept final report										8		32	40	\$4,368	
Strategic Plan										16	4	56	76	\$8,572	\$4,286
Vision Statement and Age-Inclusive Principles										8	4	24	36	\$4,204	
Age-Friendly Community Vision and Strategic Action Plan										8		32	40	\$4,368	
Total Fee														\$33,489.00	\$22,901.00

- Staff Meetings
- Community Meeting
- Workshop
- Planning Commission / City Council Meeting
- Major Deliverable

PLANNING REPORT

TO: North Oaks City Council

FROM: Kendra Lindahl, City Planner
Kevin Kress, City Administrator
Bridget Nason, City Attorney
Tim Korby, City Engineer

DATE: July 9, 2023

RE: North Oaks – East Oaks Planned Unit Development (Site K)
Red Forest Way South Phase 2 Preliminary Subdivision(Plat/Plan)

Date Complete Application Submitted	April 5, 2023
Planning Commission Meeting Date:	April 12, 2023
Planning Commission Public Hearing:	May 10, 2023
60-day Review Date:	June 4, 2023
City Council Meeting Date:	July 13, 2023
120-day Review Date:	August 3, 2023

REQUEST

The North Oaks Company, LLC has requested preliminary subdivision(plat/plan) approval of a 17-lot single family residential subdivision of Tract R in RLS 640 (Red Forest Way South). The 35.09 acre property is part of the larger 87.7-acre property is identified as “Site K” (North Black Lake) in the East Oaks Planned Development Agreement (PDA).

The Planning Commission deemed the preliminary subdivision(plat/plan) application complete at its April 12, 2023 meeting.

PLANNING COMMISSION REVIEW

The Planning Commission reviewed this item and held a public hearing on the application at its meeting on May 10th. There was no one present to speak at the public hearing.

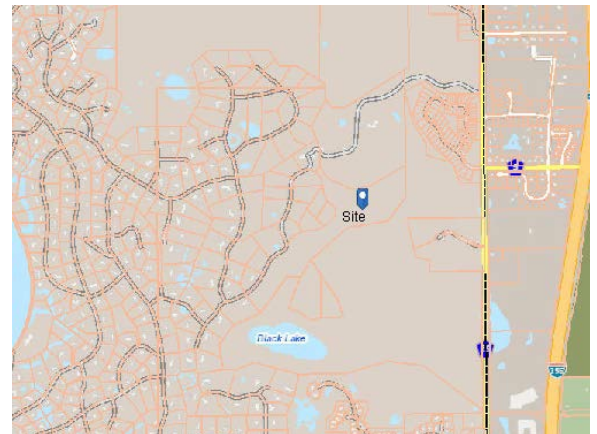


Figure 1 - Location Map



p 651-792-7750
f 651-792-7751



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North Oaks, MN 55127

The Planning Commission recommended approval of the request with the conditions recommended by staff and two additional conditions that are included as conditions 12 and 13 in the staff report recommendations for council consideration:

1. Approval is contingent upon Metropolitan Council review and acceptance of the Comprehensive Plan amendment for sanitary sewer and water. If the amendment is not approved, the applicant must submit a revised application showing wells and septic systems for each parcel for Planning Commission review and City Council approval.
2. Plans shall be revised so that lot lines are staggered to ensure that lights from vehicles do not shine into homes across the street.

The applicant indicated that the second condition is not needed and it believes that keeping the lot lines as shown allows them to line the driveways up with the parcel across the street to ensure that vehicle headlights do not shine directly into living areas. The Company indicated that they could move the lot lines if desired by the City Council.

- The City Council may wish to discuss this item. If Council agrees with Planning Commission no change is needed. If Council does not think adjusting lot lines is necessary, they could delete condition #12 in the draft resolution.

Following the Planning Commission meeting, the applicant revised the plans to address many, but not all, of the comments. The updated plans are included and the staff report has been updated to reflect these changes.

BACKGROUND

The applicant has a separate request for approval of a Comprehensive Plan Amendment to expand the Metropolitan Urban Service Area (MUSA) to add the properties in Red Forest Way South Phase 2 and part of Red Forest Way South Phase 1 developments. This would modify Maps 1, 16, 17 and 18 in the 2040 Comprehensive Plan and allow these properties to connect to sanitary sewer and water. The areas proposed to be added to Maps 1 (community designations) and 18 (water service) are Tracts C - R of RLS 640 and Tracts F and H of RLS 561. Maps 16 and 17 (sanitary sewer) only include the parcels that could be immediately provided with sanitary sewer (Tracts D, F, G, H, I, and R of RLS 640 and Tracts F (two connections) of RLS 561). The Planning Commission held a public hearing on April 12th and recommended approval of the request. The City Council approved the request on May 31st and staff has submitted it to the Metropolitan Council for review.

On January 21, 2020, the North Oaks Company, LLC (North Oaks Company, Applicant or Developer) submitted a concept plan for a two-phase residential development with 34 lots for East Oaks Development Area Site K (referred to within the East Oaks PDA as the North Black Lake Site) referred to as the Red Forest Way South Development Site.

At its February 4, 2020 meeting, the Planning Commission provided informal feedback to the Developer regarding a concept plan submittal for “Site K”, located north of County Road H2 and west of Centerville Road.

On December 17, 2020, the City Council approved the preliminary plan/plat (subdivision) for Phase 1 of the two-phase, Red Forest Way South subdivision which consists of 17 lots for single family residential dwelling units (along with one lot on which no dwelling unit is allowed) located in the northwest area of the site. A total of 16 lots were conceptually illustrated within Phase 2, located in the southeast area of the site.

According to the PDA and the City’s zoning map, the City’s RSL - PUD, Residential Single-Family Low-Density zoning district provisions apply to the subject property. Additionally, a portion of the site lies within the Shoreland Management Area of Black Lake (shoreland district), a designated “natural environment” lake.

All Phase 2 lots are proposed to be served by sanitary sewer and municipal water pending approval of the requested Comprehensive Plan Amendment. If the Comprehensive Plan Amendment is not approved, the applicant would be required to revise the plans to remove the planned utilities and show primary and secondary septic locations and a well location on each parcel, and each parcel would have to meet the “suitable site” requirements of the City’s zoning ordinance; lot lines would be adjusted if necessary to ensure that all lots meet these requirements.

Attached for reference:

- Exhibit A: Location Map
- Exhibit B: East Oaks PUD Map
- Exhibit C: Applicant Narrative dated March 23, 2023
- Exhibit D: RLS 640 (Red Forest Way South phase 1)
- Exhibit E: 2020 Red Forest Way South Concept Plan
- Exhibit F: Preliminary Plat Easement Plan dated May 24, 2023
- Exhibit G: Civil Plans from Sathre-Bergquist dated May 25, 2023
- Exhibit H: Trail Locations Maps dated March 23, 2023
- Exhibit I: Lot Tabulations



- Exhibit J: Rare Plant Survey Report dated June 22, 2021
- Exhibit K: City Forester Memo dated April 16, 2023
- Exhibit L: NOHOA letter dated May 4, 2023
- Exhibit M: DNR email dated April 28, 2023
- Exhibit N: VLAWMO memo dated April 18, 2023
- Exhibit O: White Bear Township Comments dated April 20, 2023
- Exhibit P: North Oaks Company May 25, 2023 response to engineering comments
- Exhibit Q: City Engineer memo dated June 20, 2023
- Exhibit R: Preliminary Plan Review Checklist
- Exhibit S: Resolution Approving Preliminary Plan/Plat (Subdivision) Application

ISSUES ANALYSIS

Planning Comments

The 17 lots proposed for Red Forest Way South Phase 2 would result in a total of 34 lots in the two phases. This is consistent with the original concept plan and is allowed by the PDA.

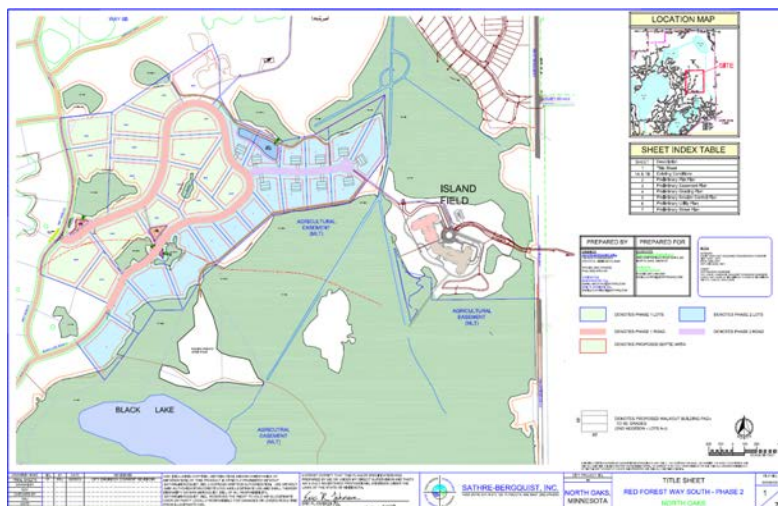


Figure 2 - Preliminary Plan



p 651-792-7750
f 651-792-7751



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North Oaks, MN 55127

Preliminary Plan/Plat (Subdivision) Review

Consistency with the East Oaks PDA

The preliminary plan/plat (subdivision) must be consistent with the approved master development plan and the East Oaks PDA, and likewise comply with all other applicable zoning ordinance and subdivision regulations. Section 2.1 of the East Oaks PDA lists the following as some of the purposes of the PDA:

- A. Provides the means for greater creativity and flexibility and environmental design than is provided for under the strict application of the existing zoning code while at the same time preserving the health, safety, order, convenience, prosperity and general welfare of the City and its inhabitants.*
- B. Functions as a catalyst in assisting resolution of preexisting water table, wetlands, woodlands, open space, and storm water drainage issues, as well as promotes the maintenance and development of biodiversity within the Subject Property.*
- C. Provides for a creative and efficient approach to the use of the Subject Property.*
- D. Provides for the preservation and enhancement of desirable land characteristics and open space; and*
- E. Provides for an integrated development pattern and a harmony with the land use, density, environmental protection, shoreland and wetlands protection, transportation facilities and community objectives of the City's Comprehensive Plan.*

As noted above, the preliminary plan/plat is required to be consistent with the approved master development plan and the East Oaks PDA and Section 2.2 of the PDA further provides that preliminary plans “consistent with the PDA shall be approved by the Council.”

Compliance with the Regulations used to Implement the East Oaks PDA

The current plan reflects the Planning Commission direction from the Concept Plan review. The lots have been adjusted to reflect the final design and change to the street alignment from the concept plan consistent with the Phase 1 approvals. The 17-lot subdivision has been reviewed for consistency with Comprehensive Plan, Zoning Ordinance, Subdivision Ordinance and City Code requirements, as well as City policies. The City Engineer’s comments are incorporated into this staff report, the detailed comments are included in the attached engineering memo and the approval conditions require compliance with the memo. This report will highlight key issues for City Council consideration and review.



Effect Of Preliminary Plan/Plat (Subdivision) Approval

Approval of the preliminary plan/plat (subdivision), with or without conditions, represents approval of the final subdivision design. MN Statutes §462.358, Subd. 3b. provides that “following preliminary approval the applicant may request final approval by the municipality, and upon such request the municipality shall certify final approval within 60 days if the applicant has complied with all conditions and requirements of applicable regulations and all conditions and requirements upon which the preliminary approval is expressly conditioned either through performance or the execution of appropriate agreements assuring performance.”

Planned Unit Development Agreement (PDA)

The subject site is governed the East Oaks PDA. The PDA is considered a “zoning contract” which supersedes the strict requirements of the City’s Zoning and Subdivision Ordinances.

According to the East Oaks PDA, a total of 64 single family detached dwelling units are allowed upon Site K, with a potential density increase of 30 percent. This allows a total of 83 dwelling units. This 17-lot subdivision would result in a total of 74 buildable lots along with one lot on which no dwelling unit is proposed to be constructed. The submitted preliminary plan/plat is consistent with the PDA requirements.

The East Oaks PDA calls for a total of 645 dwelling units within the East Oaks Development area. Including an additional 28 dwelling units allowed via the conversion of 5.73 remaining commercial acres, a total of 673 total dwelling units are allowed to be constructed within the East Oaks Development Sites (645 units + 28 commercial conversion units = 673 total dwelling units). The table below illustrates the existing/approved dwelling unit counts for each of the East Oaks development sites. For the purposes of the table below, Tract Q, RLS 640, which is subject to a requirement that a declaration be recorded against the lot that prohibits the construction of a dwelling unit on the lot, is not counted as a dwelling unit on Site K.

Site	Name	1999 Planned Number of Development Units	2020 Actual Dwelling Units	2023 Actual Dwelling Units (Includes proposed RFWS Phase 2 Development and 1 unit allocated to East Preserve)
Site A	Peterson Place (Wildflower)	40	27	27
Site B	East Preserve	2	0	1
Site C	Nord	10	0	12
Site D	Rapp Farm	200	156	156
Site E	East Wilkinson	110		



Site	Name	1999 Planned Number of Development Units	2020 Actual Dwelling Units	2023 Actual Dwelling Units (Includes proposed RFWS Phase 2 Development and 1 unit allocated to East Preserve)
	Site E-1 (Villas of Wilkinson Lake)		47	47
	Site E-2 (The Mews)		90	90
	Site E-3 (Waverly Gardens)		n/a: counted as commercial	
Site F	Andersonville (Anderson Woods)	10	4	13
Site G	Gate Hill	68	0	73
Site H	Island Field	35	0	74
Site I	East Mallard Pond (The Pines)	54	54	54
Site J	North Ski Hill	7	7	7
Site K	North Black Lake (Red Forest Way)	64	41	74
Site L	South Deer Hills (Southeast Pines)	45	45	45
Site M	-	0		
TOTAL	Totals	645	471	673

Note: Site H commercial acreage converted to 74 additional dwelling units per 8th Amendment to PDA and Resolution Nos. 1399 and 1378

Land Use and Zoning

Land within the “Red Forest Way South” parcel is guided for “Low Density Residential Use” by the City’s 2040 Comprehensive Plans (Land Use Plan). Lands designated for “Low Density Residential Use” are intended to allow single family detached housing. No multiple family attached residences are allowed.

The Comprehensive Plan also states that, within areas guided for low density residential use, a heavy emphasis is placed upon the preservation and protection of the natural environment.

Section H.3. (pg. 67) of the 2040 plan which states that "For future developments in the East Oaks PUD area, the subdivider may utilize centralized sanitary sewer depending on sewer accessibility and sewer line capacities."

The Comprehensive Plan also notes that "Many of the developments in the East Oaks PUD area are, or will be, served by private water systems that connect to the White Bear Township water system. A Joint Powers Agreement has been established between the City and the Township related to these services." The

comprehensive plan amendment to add this property to the sewer area is in process. The City Council approved the request at their May 31st meeting and staff have submitted the request to the Metropolitan Council for review. The Metropolitan Council must review comprehensive plan amendments for "conformity with metropolitan system plans" (MN Statute §473.175, Subd. 1) and determine the proposed amendment is not a "substantial departure from metropolitan system plans." The final plan/plat cannot be approved until the Comprehensive Plan amendment process is completed.

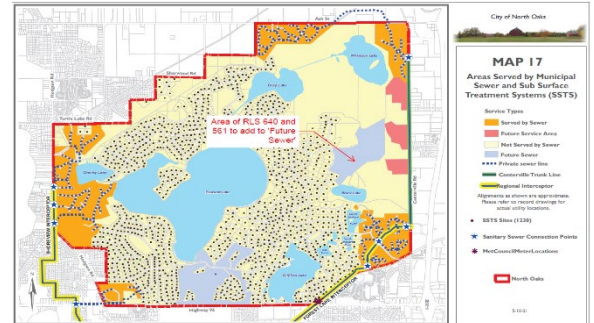


Figure 3 - Map 17 CPA Amendment

The "Red Forest Way South" site is zoned RSL - PUD, Residential Single-Family Low-Density which makes an allowance for single family detached dwellings such as those proposed.

Four of the parcels (parcels N-Q) are within the Shoreland Management Area of Black Lake (shoreland district), a designated "natural environment" lake. The shoreland district boundary of Black Lake is measured 1,000 feet from the 899.4 ordinary high water level (OHWL) elevation. The MNDNR has reviewed the plans and confirmed that the district boundary is accurately reflected.

Site and Lot Access

Black Lake Road was approved with the Phase 1 plans and the roads, including the new cul-de-sac, were graded as part of that phase 1 work. The cul-de-sac is approximately 800 feet long. Approval of this phase would allow construction of the cul-de-sac to serve Parcels B-J. The developer is proposing Snowshoe Trail as the name of the new cul-de-sac.

Lot Standards

The plan shows 17 lots, which brings the total lots in Red Forest Way South to 34 lots. Although only 33 lots were shown with the phase 1 preliminary plat/plan, 34 lots were shown in the concept plan for this subdivision.

The lots range in size from 1.29 - 4.05 acres. The lots outside of the shoreland district average 1.74 acres. The RSL-PUD district requires: "The average size of each and every lot, tract, or parcel of land

created by the subdivision shall have a minimum area of 1.45 acres, and in no event shall any lot, tract, or parcel of land so created have a minimum area of less than 1.25 acres.” The parcels comply with these standards.

The PDA defines a suitable site as “a useable area of at least 25,000 contiguous square feet for those lots with individual sewage treatment systems and 15,000 contiguous square feet for those lots served by a central sewer system connected to the regional facilities.” The lots are all proposed to be connected to sanitary sewer and comply with the minimum requirements for lots served by a central sewer system. The PDA states that “the suitable site requirements of the Subdivision Ordinance shall not apply to Development Sites which are served by central sanitary sewer.” However, if the comprehensive plan amendment to allow sanitary sewer to serve the area is not approved, Parcels A - C would need to expand to comply with the usable area requirements for lots served by septic systems.

Lots within the shoreland district must be a minimum of 80,000 sq. ft. (1.84 acres) in area and a minimum of 150 feet in width. All parcels in the shoreland district exceed these standards.

The RSL – PUD district requires a minimum structure setback of 30 feet from all property lines and wetlands. Additionally, those parcels in the shoreland district are required to provide a minimum structure setback of 150 feet from the ordinary high water level (OHWL) of Black Lake.

Within RSL - PUD Districts, a maximum floor area ratio (FAR) of 12 percent is imposed (ratio of floor area of buildings to gross lot area). Staff recommends compliance with this standard as a condition of preliminary plan/plat approval.

Park Dedication and Trails

The proposed preliminary plan/plat does not include any parkland dedication but does show trail easements on the perimeter of the site. Park dedication requirements for the development sites located within the East Oaks Development area were previously satisfied by the developer via the following:

1. Open space easements
2. Conservation easements to the Minnesota Land Trust
3. Rough grading of park and trail areas and the construction of trails as depicted on the trail plan
4. Primary trail easements to NOHOA
5. Conveyance of open space as depicted on the Park and Open Space Plan to NOHOA per the terms of the PDA

Tract S of RLS 640 and Tract C, RLS 561 (directly south of Red Forest Way South Phase 2) are being deeded to NOHOA with this subdivision.

The trails are in the rear yard of most proposed parcels and are within the 30-foot wetland setback in several areas. The PDA and City Code allow this encroachment, but additional information is required to ensure there is no impact to the wetlands. The applicant is working with NOHOA on the final



alignment of the trails, which will provide connections to Hill Farm Condominiums, Waverly Gardens, the Pines and Catbird Lane. Staff recommends that these trail locations be constructed prior to home construction if possible or clearly marked for homeowners to understand the location.

Tree Preservation

While both the City's Comprehensive Plan and the East Oaks PDA clearly highlight the preservation of natural resources as a primary community objective, City ordinances do not impose specific tree preservation requirements on new residential subdivisions. As part of the phase 1 development a rare plant survey was completed for this site. The survey identified four native plant communities in the Red Forest Way South project area, including the Kinnikinnick dewberry which has state status of Special Concern but is not protected under state law.

The applicant has indicated that parcels K-Q will be custom graded to maximize tree preservation and minimize impacts to natural resources. They have not provided basement elevations for parcels K-Q, but the City Engineer recommends that preliminary elevations be provided prior to final plat/plan.

The City Forester reviewed the plans and provided a comment letter dated April 16, 2023. Recognizing that the preservation of significant trees is a paramount issue in the City, staff recommends that, where practical, these comments be considered as a condition of approval.

Signage

No development signage is proposed for this phase.

Engineering Comments

The engineering comments dated June 20, 2023 have been provided. There are several items that must be addressed prior to approval of the construction plans.

Early Grading and Infrastructure

The Company also requests approval to complete grading, street construction and installation of all utilities in Phase 2 in advance of final plat/plan approval. Section 5.2 of the PDA says:

"No Development shall occur on any Development Site until the City approves the Preliminary Plan and Final Plan for that Development Site. The following may occur without the Final Plan or Registered Land Survey for a particular Development Site being approved and recorded:

- (a) grading, but only if the City has by separate action approved the grading;*
- (b) street construction, but only if the Council has by separate action approved, ordered or otherwise required the street construction; and*
- (c) installation of water and sanitary sewer lines and drainage facilities, if approved, ordered or required by the Council by separate action."*

The Company is proposing to install utilities under the proposed street during the 2023 construction season as well as to grade certain lots within the subdivision.

The Council has allowed similar work to be done at the developer's risk on previous subdivisions. Staff has prepared a separate resolution allowing this work for Council consideration.

STAFF RECOMMENDATION

Staff finds that the submitted preliminary plan/plat (subdivision) application is consistent with the East Oaks PDA and the Master Development Plan and will, with conditions, comply with regulations used to implement the PDA and City Zoning and Subdivision Ordinance requirements.

Therefore, Staff recommends approval of the resolution approving the Red Forest Way South Phase 2 preliminary plan/plat (subdivision) application.

Furthermore, staff recommends approval of the resolution allowing early grading and infrastructure improvements prior to approval of the final plan/plan.

CITY COUNCIL OPTIONS

In consideration of the preliminary subdivision(plat/plan) application, the City Council has the following options:

A) Recommend approval, with conditions, based on the applicant's submission, the contents of this report, public testimony and other evidence available to the City Council.

- This option should be utilized if the City Council finds the proposal adheres to all City Code requirements and previously approved East Oaks PDA and Master Development Plan provisions.
- Approval at this time means that, upon City Council approval, the applicant can proceed to final plans with assurances that final subdivision approval will be granted provided all conditions are met.

B) Recommend denial based on the applicant's submission, the contents of City Staff reports, received public testimony and other evidence available to the City Council.

- This option should only be utilized if the City Council can specifically identify one or more provisions of the City Code or East Oaks PDA that are not being met by the preliminary plat/plan (subdivision) proposal.



C) Continue the matter to request for further information from staff or the applicant. Additional requested information should be specifically identified by the City Council.

cc: Roberta Colotti, NOHOA



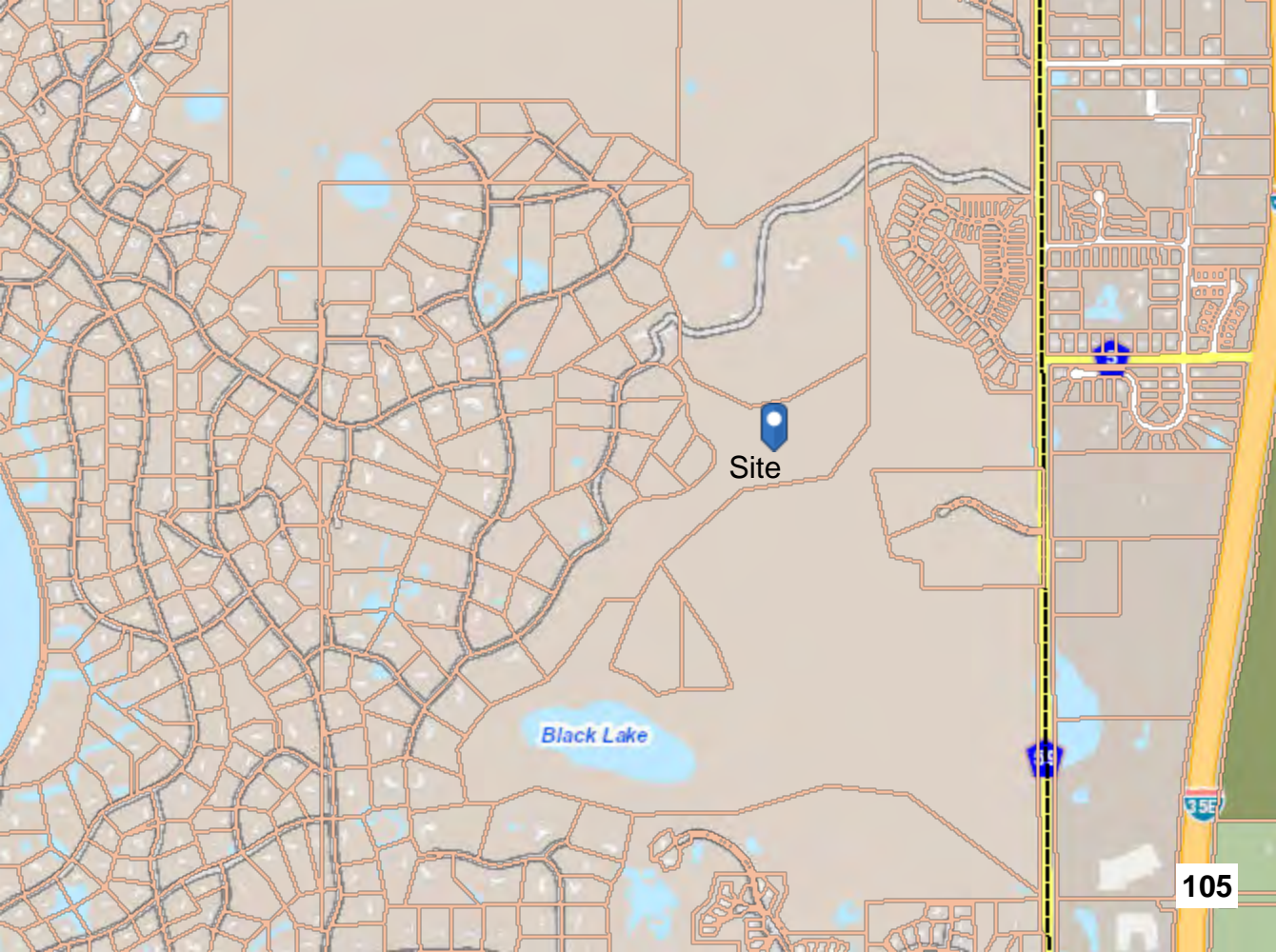
p 651-792-7750
f 651-792-7751



northoaks@northoaksmn.gov
www.northoaksmn.gov



100 Village Center Drive, Suite 230
North Oaks, MN 55127

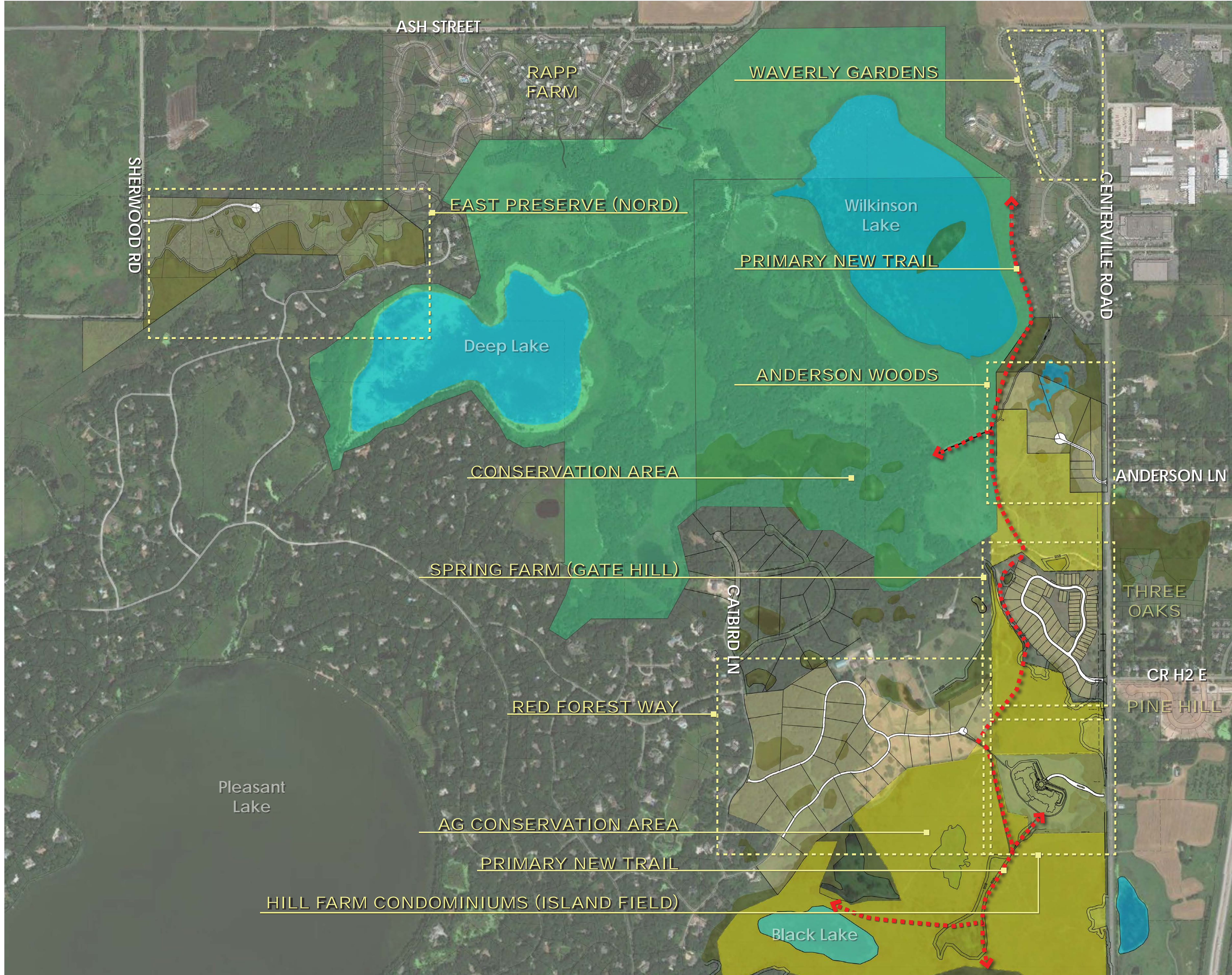


Site

Black Lake

3 SE

105



LEGEND

- RESIDENTIAL LOT 
- CONSERVATION AREA 
- AG CONSERVATION AREA 
- WETLAND 
- POND 



March 23, 2023

Mr. Kevin Kress
City Administrator
City of North Oaks
100 Village Center Drive, Suite 150
North Oaks, Minnesota 55127

Re: Site K – Red Forest Way South – Phase 2 (North Black Lake) Development
Preliminary Plan –Subdivision Application

Dear Kevin,

This letter accompanies the application for Preliminary Plan approval to subdivide Site K – Red Forest Way South, previously known as North Black Lake, including all items outlined in the submittal requirements of the East Oaks Planned Unit Development Agreement, dated February 11, 1999 (PDA).

North Oaks Company LLC (Company) submitted a Concept Plan for development of both Phase 1 & 2 of the Subject Property on December 3, 2019 and again on January 30, 2020 in accordance with the terms of the PDA.

Please consider this a request for the City of North Oaks (City) Staff to review the application for Preliminary Plan approval for the subdivision of Site K - Red Forest Way South – Phase 2 (Site). We request the Planning Commission review and approve the application is complete during its meeting April 12, 2023, and review again at the Planning Commission meeting May 10, 2023 with the required public hearing and recommend City Council approve the subdivision of Site at a special meeting on or around May 25, 2023, if possible.

It is our understanding the City is also moving forward with the process to update the 2040 Comprehensive Plan to modify Maps #1, #16, #17 and #18 to allow for sanitary sewer and water to be installed in the areas known as Red Forest Way South – Phase 1 & 2.

The Site is zoned RSL-PUD and the Company is developing the Site in 2 phases. This application is for the subdivision of Phase 2 of the Site, which is 17 lots for the construction of single-family homes. You will find the drawings show the approved final plans for Phase 1 which includes 16 additional lots for the construction of single-family homes. The lots in Phase 1 have been constructed and a registered land survey (RLS 640) has been recorded with Ramsey County. Each lot is larger than the minimum 1.45 acres required in the PDA. The lots in Phase 2 will be served with municipal sanitary sewer, municipal water, natural gas, electric, and communication systems. The lots in Phase 1 currently utilize a well for the water supply and on-site septic system for sanitary sewer. The Company is willing to consider extending sanitary sewer and water to lots in Phase 1 as shown on the Phase 2 Plans, if possible. An amendment to the Phase 1 Developer's Agreement will be necessary if water and sanitary sewer are to be constructed in Phase 1.

The proposed subdivision of lots is further described in the enclosed documents:

- Sheet 1 – Title Sheet, dated 03.23.23
- Sheet 1A – Preliminary Overall Existing Conditions, dated 03.23.23
- Sheet 1B – Preliminary Existing Conditions Within Lot Areas, dated 03.23.23
- Sheet 2 – Preliminary Plat Plan, dated 03.23.23
- Sheet 3 – Preliminary Plat Easement Plan, 03.23.23
- Sheet 4A, 4B, 4C and 4D – Preliminary Grading Plans, 03.23.23
- Sheet 5A, 5B, and 5C – Preliminary Erosion Control Plans, dated 03.23.23
- Sheet 6A, 6B, 6C, 6D, 6E, 6F, 6G, and 6H – Preliminary Sanitary Sewer and Watermain Plans, dated 03.23.23
- Sheet 6I, 6J, 6K, and 6L – Preliminary Storm Sewer Plans, dated 03.23.23
- Sheet 7A, 7B, 7C, 7D, 7E and 7F – Preliminary Street Plans, dated 03.23.23
- Lot Tabulation – dated 03.23.23
- Overall North Oaks Address and RLS Map

Phase 2 will include eight (8) lots to be accessed directly from recently constructed Black Lake Road, and the remaining nine (9) lots will be accessed from a new road, that connects to Black Lake Road and extends east to a cul-de-sac. A name for the new road will be proposed prior to Planning Commission. The Company consulted with Westwood Engineering and the adjoining roads serving the project have ample capacity to accommodate the vehicular traffic in and out of the project. A copy of the memo is included with the submittal. The preliminary grading plan shows there are no impacts to wetlands or mature trees. Stormwater was modeled for both Phase 1 and Phase 2 and ponds were constructed with Phase 1. The Stormwater Management Report prepared by AE₂S dated October 6, 2021 is included with this submittal.

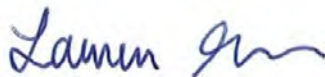
The lots along the south side of Phase 2 are located along the existing Farm Road to minimize any grading and tree removal. Grading and tree removal will not occur on the proposed lots until each future homeowner determines the placement of their home and be approved as a part of the building permit process for each home.

Open space has been provided on the south side of the Site on Tract S of RLS 640, as shown on the drawings. Tract S will be deeded to NOHOA with Phase 2. The Company and NOHOA have agreed to connect the Site to existing trails that extend east to Hill Farm Condominiums, north to Waverly Gardens, south to the Pines, and west to the NOHOA trail system at Catbird Lane.

The Company request approval to complete grading, street construction, and installation of all utilities in Phase 2, by separate action of the City Council at the same time as it approves the Preliminary Plan, as per Article 5 of the PDA given it is the desire to install utilities under the proposed street in Phase 1. It is proposed to complete the work included in Phase 2 with the remaining work in Phase 1 during the 2023 construction season.

We look forward to presenting this plan to you and responding to your questions and comments.

Sincerely
North Oaks Company LLC,



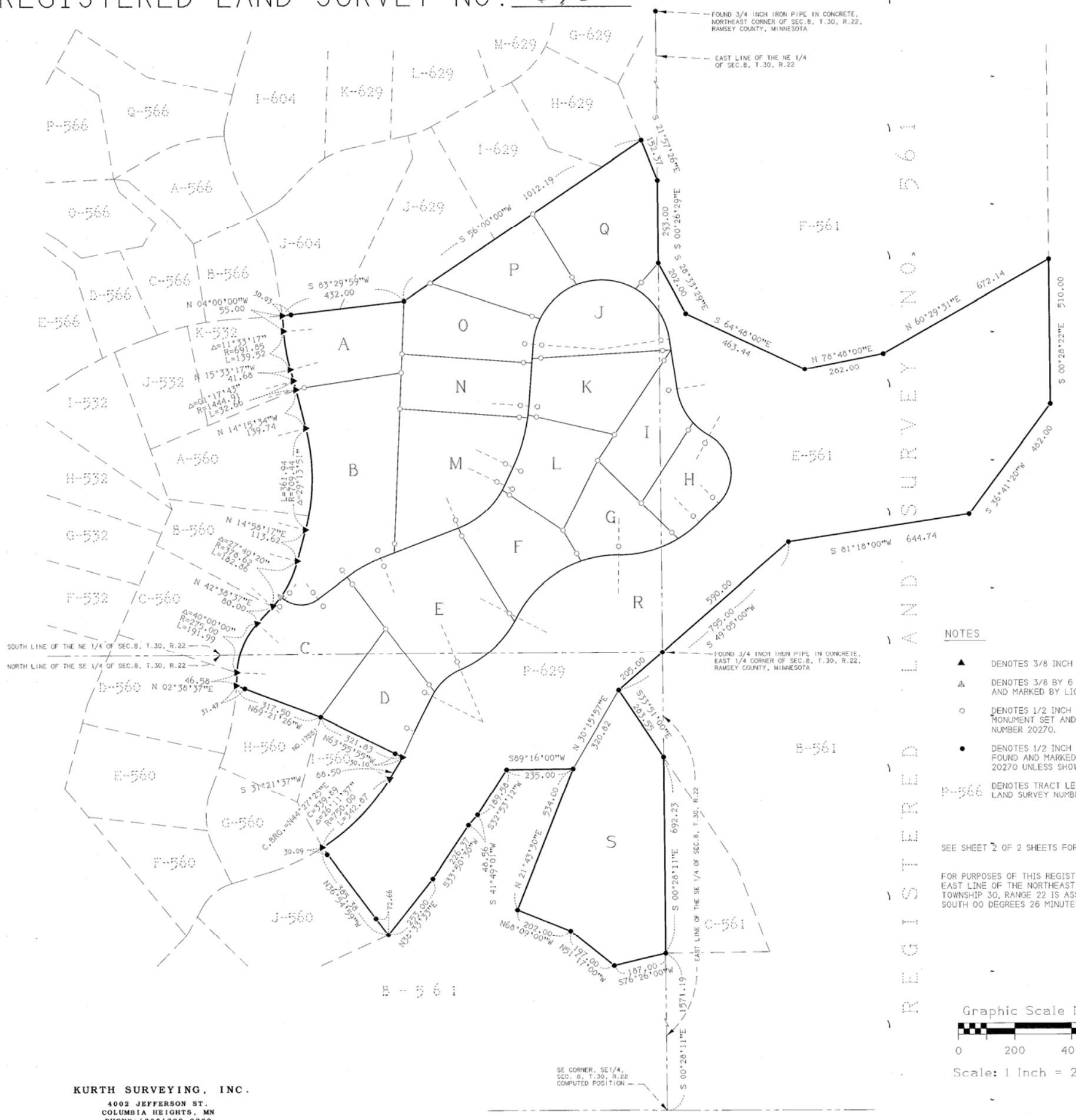
Lauren Grouws
Vice President

Enclosures

cc: City Planner
City Engineer
City Attorney
Mark Houge, North Oaks Company LLC

REGISTERED LAND SURVEY NO. 640

7701



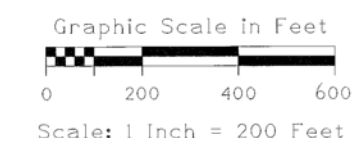
REGISTERED LAND SURVEY NO. 561

NOTES

- ▲ DENOTES 3/8 INCH REBAR FOUND IN BITUMINOUS
- △ DENOTES 3/8 BY 6 INCH REBAR SET IN BITUMINOUS AND MARKED BY LICENSE NUMBER 20270
- DENOTES 1/2 INCH BY 14 INCH IRON PIPE MONUMENT SET AND MARKED WITH LICENSE NUMBER 20270.
- DENOTES 1/2 INCH IRON PIPE MONUMENT FOUND AND MARKED WITH LICENSE NUMBER 20270 UNLESS SHOWN OTHERWISE.
- P-566 DENOTES TRACT LETTER AND REGISTERED LAND SURVEY NUMBER

SEE SHEET 2 OF 2 SHEETS FOR TRACTS A THROUGH R

FOR PURPOSES OF THIS REGISTERED LAND SURVEY THE EAST LINE OF THE NORTHEAST 1/4 OF SECTION 8, TOWNSHIP 30, RANGE 22 IS ASSUMED TO BEAR SOUTH 00 DEGREES 26 MINUTES 29 SECONDS EAST.



I, Randy L. Kurth, Professional Land Surveyor, do hereby certify that, in accordance with the provisions of Minnesota Statutes, Section 508.47, have surveyed the following described property situated in the County of Ramsey, State of Minnesota:

Tract E, Registered Land Survey No. 561 and Tract P, Registered Land Survey No. 629;

I hereby certify that this Registered Land Survey is a correct representation of said parcels of land.

Dated this 22nd day of JUNE, 2022.

Randy L. Kurth

Randy L. Kurth, Professional Land Surveyor Minnesota License No. 20270

State of Minnesota

County of Ramsey

This instrument has been acknowledged before me this 23rd day of JUNE, 2022, by Randy L. Kurth

Signed K. Chirhart

Printed Kathryn Chirhart

Notary Public, Ramsey County, MN.

My commission expires January 31, 2025.

City of North Oaks

We do hereby certify that on the 24th day of June, 2022, the City Council of the City of North Oaks, Minnesota, has approved this Registered Land Survey.

Kara K. Mayor

M. Baer City Clerk

Department of Property Tax, Records and Election Services

Pursuant to Minnesota Statutes, Section 508.47, Subd. 4, taxes payable in the year 2022 on the land herein before described have been paid. Also pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this 24 day of June, 2022.

Heather L. Bestler, Ramsey County Auditor/Treasurer

By *KMS*, Deputy

County Surveyor

Pursuant to Minnesota Statutes, Section 383A.42, this Registered Land Survey is approved this 24th day of June, 2022.

Daniel D. Baar
Daniel D. Baar, Land Surveyor
Ramsey County Surveyor

Registrar of Titles, County of Ramsey, State of Minnesota

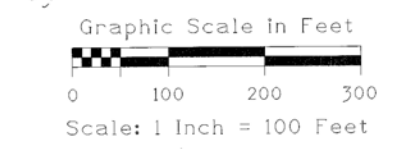
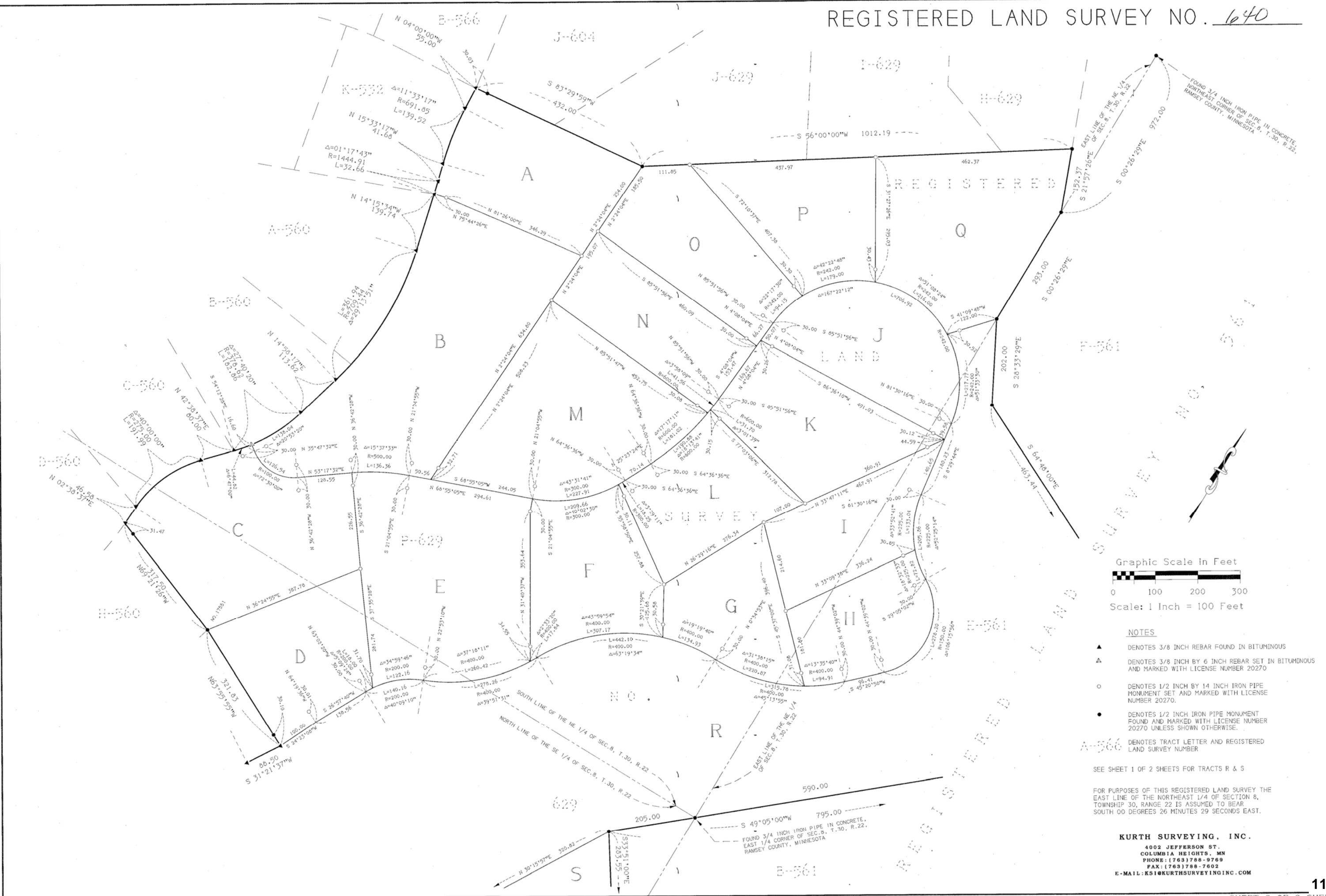
I hereby certify that this Registered Land Survey No. 640 was filed in this office this 24th day of June, 2022, at 4:25 o'clock P. M., as Document No. 2735534

Barbara J. June
Deputy Registrar of Titles

KURTH SURVEYING, INC.
4002 JEFFERSON ST.
COLUMBIA HEIGHTS, MN
PHONE: (763) 788-9789
E-MAIL: ksl@kurthsurveyinginc.com

SE CORNER, SE 1/4,
SEC. 8, T.30, R.22
COMPUTED POSITION

7701

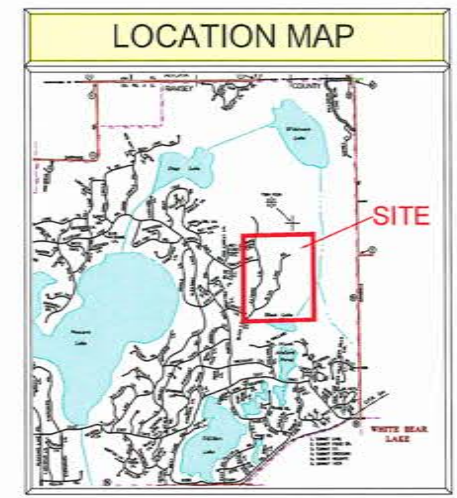
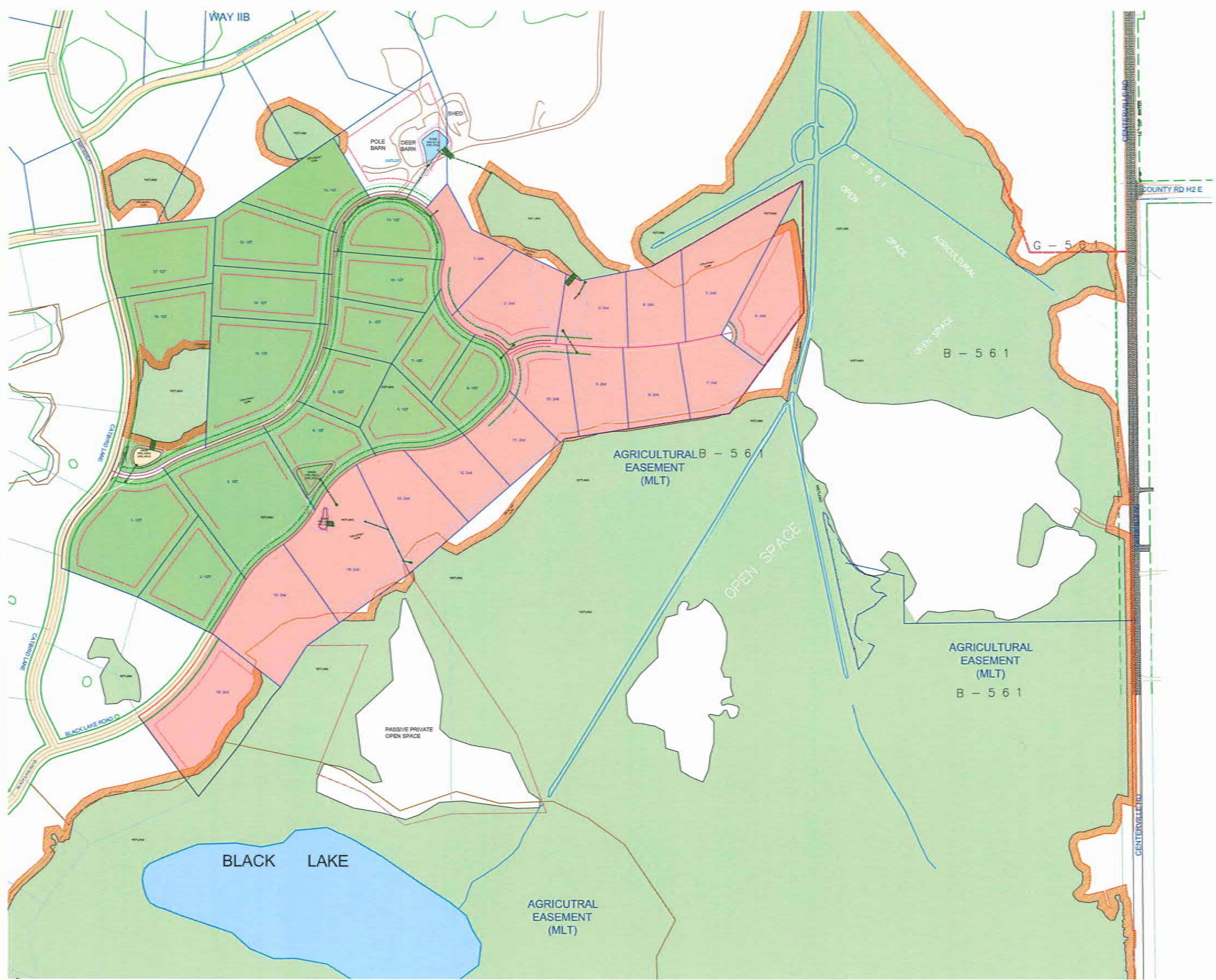


- NOTES**
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 - DENOTES 1/2 INCH IRON PIPE MONUMENT FOUND AND MARKED WITH LICENSE NUMBER 20270 UNLESS SHOWN OTHERWISE.
 - A-566 DENOTES TRACT LETTER AND REGISTERED LAND SURVEY NUMBER

SEE SHEET 1 OF 2 SHEETS FOR TRACTS R & S

FOR PURPOSES OF THIS REGISTERED LAND SURVEY THE EAST LINE OF THE NORTHEAST 1/4 OF SECTION 8, TOWNSHIP 30, RANGE 22 IS ASSUMED TO BEAR SOUTH 00 DEGREES 26 MINUTES 29 SECONDS EAST.

KURTH SURVEYING, INC.
 4002 JEFFERSON ST.
 COLUMBIA HEIGHTS, MN
 PHONE: (763) 788-9769
 FAX: (763) 788-7602
 E-MAIL: KSI@KURTHSURVEYINGINC.COM



PREPARED BY	PREPARED FOR
ENGINEER SATHRE-BERGQUIST, INC. 150 SOUTH BROADWAY WAYZATA, MINNESOTA 55391 PHONE: (952) 476-6000 FAX: (952) 476-2104 CONTACTS: BOB MOLSTAD, P.E. EMAIL: MOLSTAD@SATHRE.COM ERIC R. JOHNSON, P.E. EMAIL: EJOHNSON@SATHRE.COM	DEVELOPER NORTH OAKS COMPANY, LLC 2869 CENTERVILLE ROAD SUITE 200 NORTH OAKS, MN 55127 CONTACT: GARY EGLES PHONE: (952) 454-3361 EMAIL: GARY@NORTHOAKS.COM

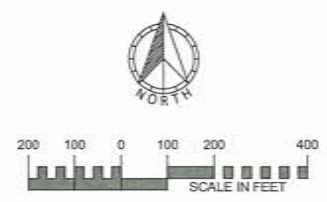
NOTES:

SETBACKS
 FRONT YARD - 30FT MEASURED FROM ROADWAY EASEMENT
 SIDE YARD - 30 FT
 REAR YARD - 30FT
 WETLAND EDGE - 30FT

STREET
 30FT ROADWAY EASEMENT
 12FT UTILITY EASEMENT ADJACENT TO ROADWAY EASEMENT
 STREET 24FT EDGE OF BITUMINOUS TO EDGE OF BITUMINOUS WITH 2FT GRAVEL SHOULDERS

DENSITY
 UNITS - 13
 SITE - 91.05 AC
 WETLANDS - 7.80 AC
 GROSS ACRES - 83.25 ac
 0.15 UNITS / AC

- DENOTES PHASE 1 LOTS
- DENOTES PHASE 2 LOTS



EXISTING UTILITIES SHOWN ARE SHOWN IN AN APPROXIMATE WAY ONLY. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ANY AND ALL EXISTING UTILITIES BEFORE COMMENCING WORK. HE AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES ARISING OUT OF HIS FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL EXISTING UTILITIES.

DRAWING NAME	NO.	BY	DATE	REVISIONS
PRELIM SHEETS	01	CAW	09/15/20	CITY COMMENTS
DRAWN BY				
CHECKED BY				
DATE				

USE (INCLUDING COPYING, DISTRIBUTION, AND/OR CONVEYANCE OF INFORMATION) OF THIS PRODUCT IS STRICTLY PROHIBITED WITHOUT SATHRE-BERGQUIST, INC.'S EXPRESS WRITTEN AUTHORIZATION. USE WITHOUT SAID AUTHORIZATION CONSTITUTES AN ILLEGITIMATE USE AND SHALL THEREBY INDEMNIFY SATHRE-BERGQUIST, INC. OF ALL RESPONSIBILITY. SATHRE-BERGQUIST, INC. RESERVES THE RIGHT TO HOLD ANY ILLEGITIMATE USER OR PARTY LEGALLY RESPONSIBLE FOR DAMAGES OR LOSSES RESULTING FROM ILLEGITIMATE USE.

I HEREBY CERTIFY THAT THIS PLAN OR SPECIFICATION WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

Robert S. Molstad
 ROBERT S. MOLSTAD, P.E.
 Date: 09/01/20 Lic. No. 24728

SATHRE-BERGQUIST, INC.
 150 SOUTH BROADWAY WAYZATA, MN. 55391 (952) 476-6000

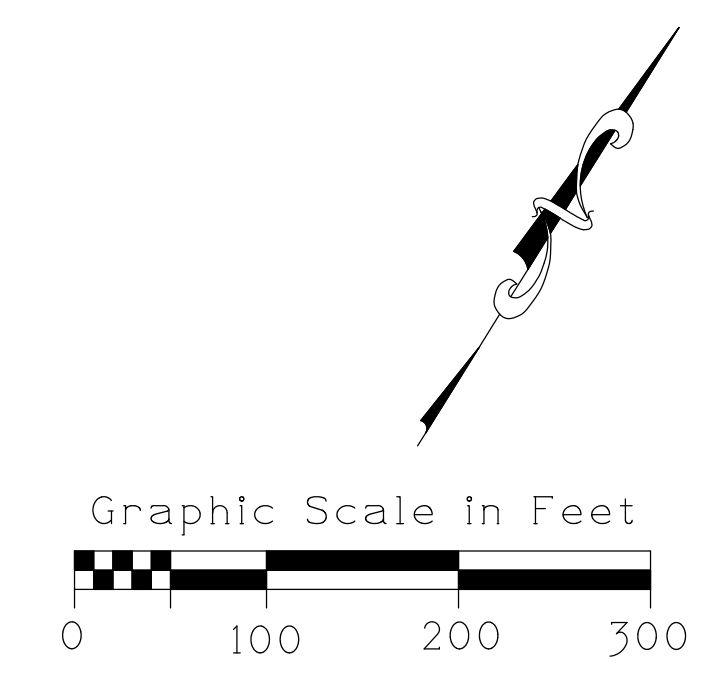
ENGINEERS SURVEYORS
 DESIGNERS PLANNERS

CITY PROJECT NO. ---
NORTH OAKS, MINNESOTA

PRELIMINARY PLAT / SITE PLAN
RED FOREST WAY - SOUTH
NORTH OAKS

FILE NO. 64500-024
 2
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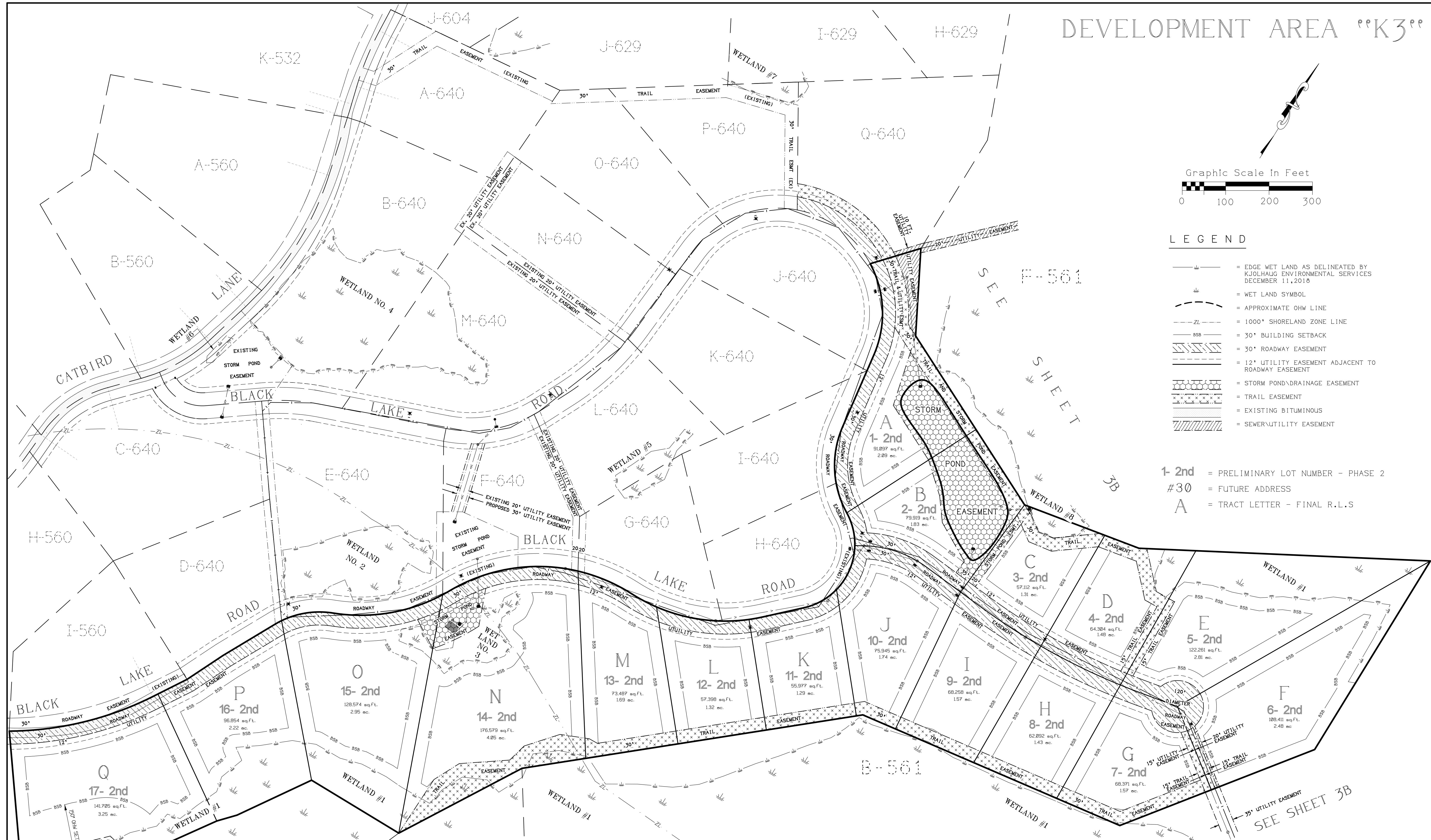
DEVELOPMENT AREA "K3"



LEGEND

- = EDGE WETLAND AS DELINEATED BY KJOLHAUG ENVIRONMENTAL SERVICES DECEMBER 11, 2018
- = WETLAND SYMBOL
- = APPROXIMATE OHW LINE
- = 1000' SHORELAND ZONE LINE
- = 30' BUILDING SETBACK
- = 30' ROADWAY EASEMENT
- = 12' UTILITY EASEMENT ADJACENT TO ROADWAY EASEMENT
- = STORM POND/DRAINAGE EASEMENT
- = TRAIL EASEMENT
- = EXISTING BITUMINOUS
- = SEWER/UTILITY EASEMENT

- 1- 2nd = PRELIMINARY LOT NUMBER - PHASE 2
- #30 = FUTURE ADDRESS
- A = TRACT LETTER - FINAL R.L.S



KURTH SURVEYING, INC.
 4002 JEFFERSON ST. N.E.
 COLUMBIA HEIGHTS, MN 55421
 PHONE: (763) 788-9769
 E-MAIL: KSI@KURTHSURVEYINGINC.COM

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Randy L. Kurth
 Randy L. Kurth, RLS, No. 20270
 Russell J. Kurth, RLS, No. 16113

NORTH OAKS
 COMPANY

RED FOREST WAY SOUTH PHASE 2

SHEET DESCRIPTION:
PRELIMINARY PLAT EASEMENT PLAN

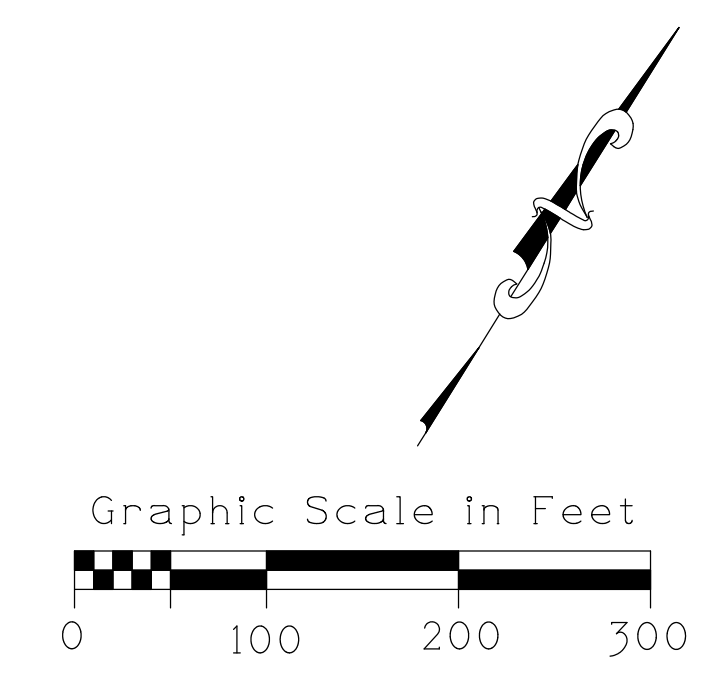
DATE: March 23, 2023
 REV. 5-24-23 (city comments)
SHEET 3A OF 7 SHEETS



I-629 H-629

TRACT H, R. L. S. NO. 561

Q-640 TRACT F REGISTERED LAND SURVEY NO. 561



LEGEND

- = EDGE WET LAND AS DELINEATED BY KJOLHAUG ENVIRONMENTAL SERVICES DECEMBER 11, 2018
- = WET LAND SYMBOL
- = APPROXIMATE OHW LINE
- = 1000' SHORELAND ZONE LINE
- = 30' BUILDING SETBACK
- = 30' ROADWAY EASEMENT
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STORM POND
 1- 2nd 91,097 sq.Ft. 2.09 ac.
 2- 2nd 79,919 sq.Ft. 1.83 ac.
 3- 2nd 57,112 sq.Ft. 1.31 ac.
 4- 2nd 64,304 sq.Ft. 1.48 ac.
 5- 2nd 122,261 sq.Ft. 2.81 ac.
 6- 2nd 108,411 sq.Ft. 2.48 ac.
 7- 2nd 68,371 sq.Ft. 1.57 ac.
 8- 2nd 62,092 sq.Ft. 1.43 ac.
 9- 2nd 68,259 sq.Ft. 1.57 ac.
 10- 2nd 75,945 sq.Ft. 1.74 ac.

TRACT B

REGISTERED

LAND SURVEY NO. 561

DEVELOPMENT AREA "K3"

KURTH SURVEYING, INC.
 4002 JEFFERSON ST. N.E.
 COLUMBIA HEIGHTS, MN 55421
 PHONE: (763) 788-9769
 E-MAIL: KSI@KURTHSURVEYINGINC.COM

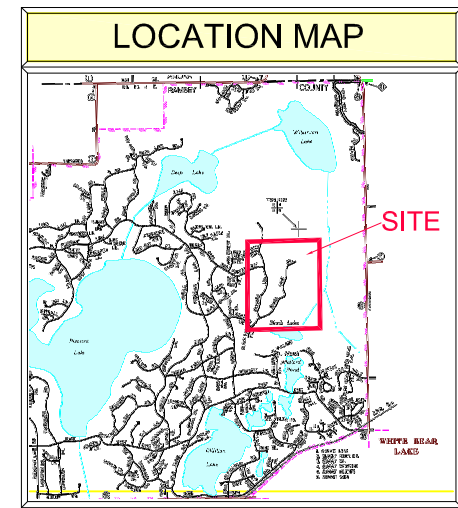
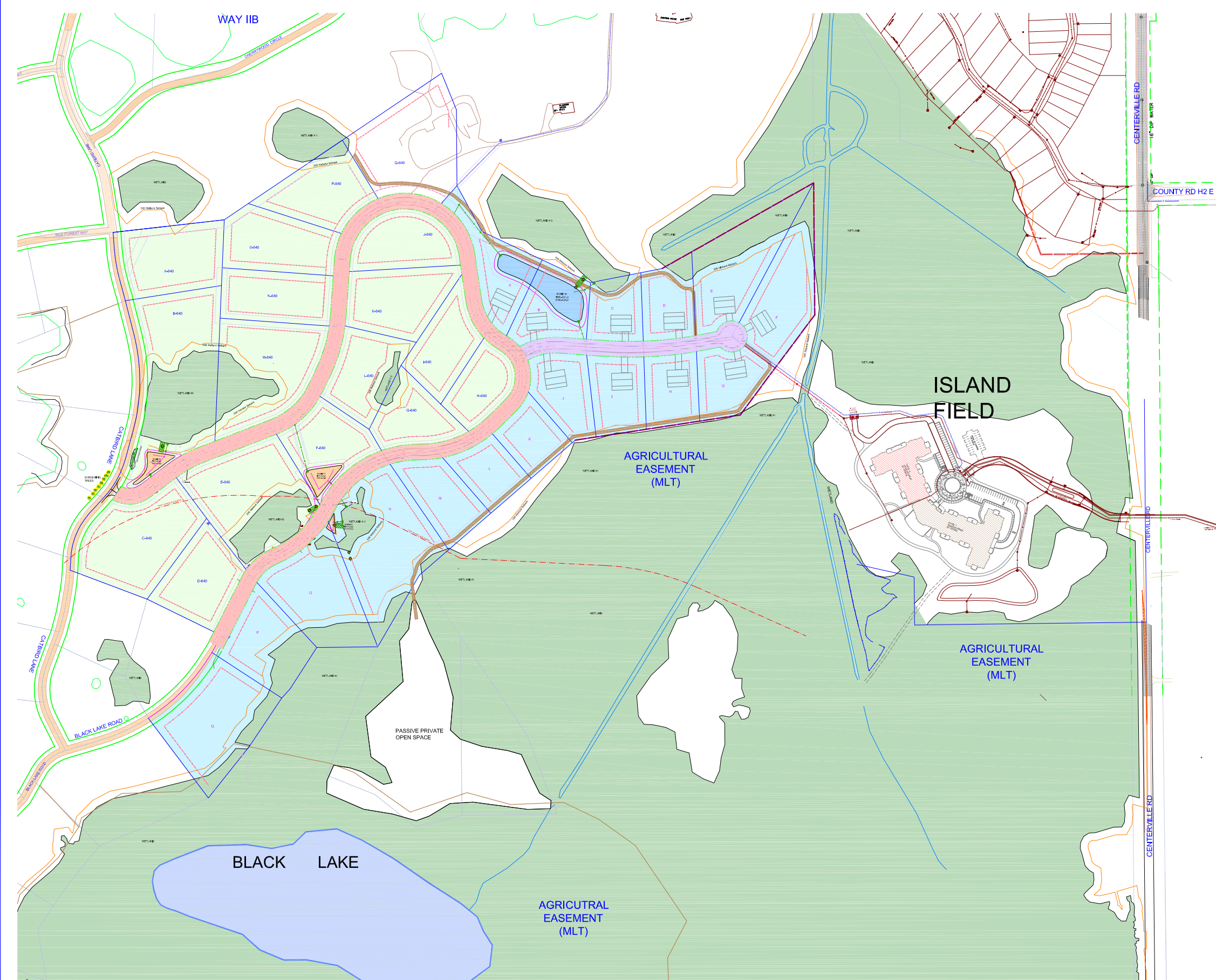
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 Russell J. Kurth, RLS. No. 16113

NORTH OAKS
 C O M P A N Y

RED FOREST WAY SOUTH
 PHASE 2

SHEET DESCRIPTION:
PRELIMINARY PLAT EASEMENT PLAN

DATE: May 24, 2023
SHEET 3B OF 7 SHEETS



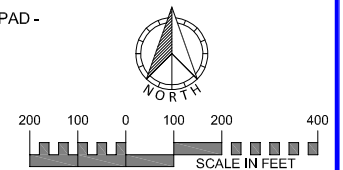
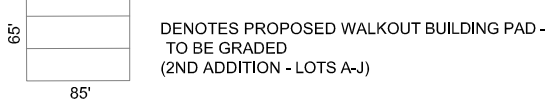
SHEET INDEX TABLE	
SHEET	Description
1	Title Sheet
1A & 1B	Existing Conditions
2	Preliminary Plat Plan
3	Preliminary Easement Plan
4	Preliminary Grading Plan
5	Preliminary Erosion Control Plan
6	Preliminary Utility Plan
7	Preliminary Street Plan

PREPARED BY
 ENGINEER
SATHRE-BERGQUIST, INC.
 150 SOUTH BROADWAY
 WAYZATA, MINNESOTA 55391
 PHONE: (952) 476-6000
 FAX: (952) 476-0104
 CONTACTS:
 BOB MOLSTAD, P.E.
 EMAIL: MOLSTAD@SATHRE.COM
 ERIC R. JOHNSON, P.E.
 EMAIL: EJOHNSON@SATHRE.COM

PREPARED FOR
 DEVELOPER
NORTH OAKS COMPANY LLC
 5959 CENTERVILLE ROAD SUITE 200
 NORTH OAKS, MINN 55127
 CONTACT:
 LAUREN GROUWS
 PHONE: (651) 484-3361
 EMAIL: LAUREN@NORTHOAKS.COM

NOTES:
 SETBACKS
 FRONT YARD - 30FT MEASURED FROM ROADWAY EASEMENT
 SIDE YARD - 30 FT
 REAR YARD - 30FT
 WETLAND EDGE - 30FT
 STREET
 30FT ROADWAY EASEMENT
 12FT UTILITY EASEMENT ADJACENT TO ROADWAY EASEMENT
 STREET 24FT EDGE OF BITUMINOUS TO EDGE OF BITUMINOUS
 WITH 2FT GRAVEL SHOULDERS

- DENOTES PHASE 1 LOTS
- DENOTES PHASE 2 LOTS
- DENOTES PHASE 1 ROAD
- DENOTES PHASE 2 ROAD
- DENOTES PROPOSED SEPTIC AREA

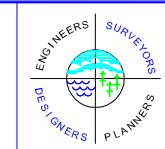


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DRAWING NAME	NO.	BY	DATE	REVISIONS
FINAL SHEETS	01	ERJ	05/25/23	CITY ENGINEER COMMENT REVISIONS
DRAWN BY				
CHECKED BY				
DATE				
03/23/23				

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I HEREBY CERTIFY THAT THIS PLAN OR SPECIFICATION WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
Eric R. Johnson
 ERIC R. JOHNSON, P.E.
 Date: 03/23/23 Lic. No. 56659



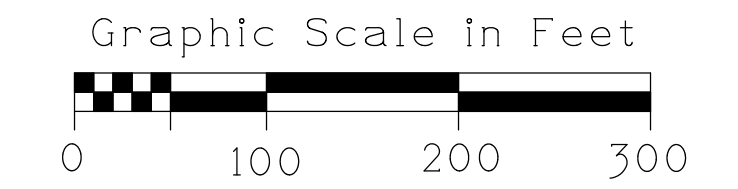
SATHRE-BERGQUIST, INC.
 14000 25TH AVE N STE 120 PLYMOUTH, MN, 55447 (952) 476-6000

CITY PROJECT NO.
 --
NORTH OAKS, MINNESOTA

TITLE SHEET
RED FOREST WAY SOUTH - PHASE 2
NORTH OAKS

FILE NO.
 64500-024
1
 7114

DEVELOPMENT AREA "K3"



BUILDING SETBACKS & LOT REQUIREMENTS PER RSL ZONING

BUILDING TO BUILDING SETBACKS:

ROAD RIGHT OF WAY SETBACKS:
 FRONT: 30 FT.
 SIDE: 30 FT.
 REAR: 30 FT.
 WETLAND: 30 FT.

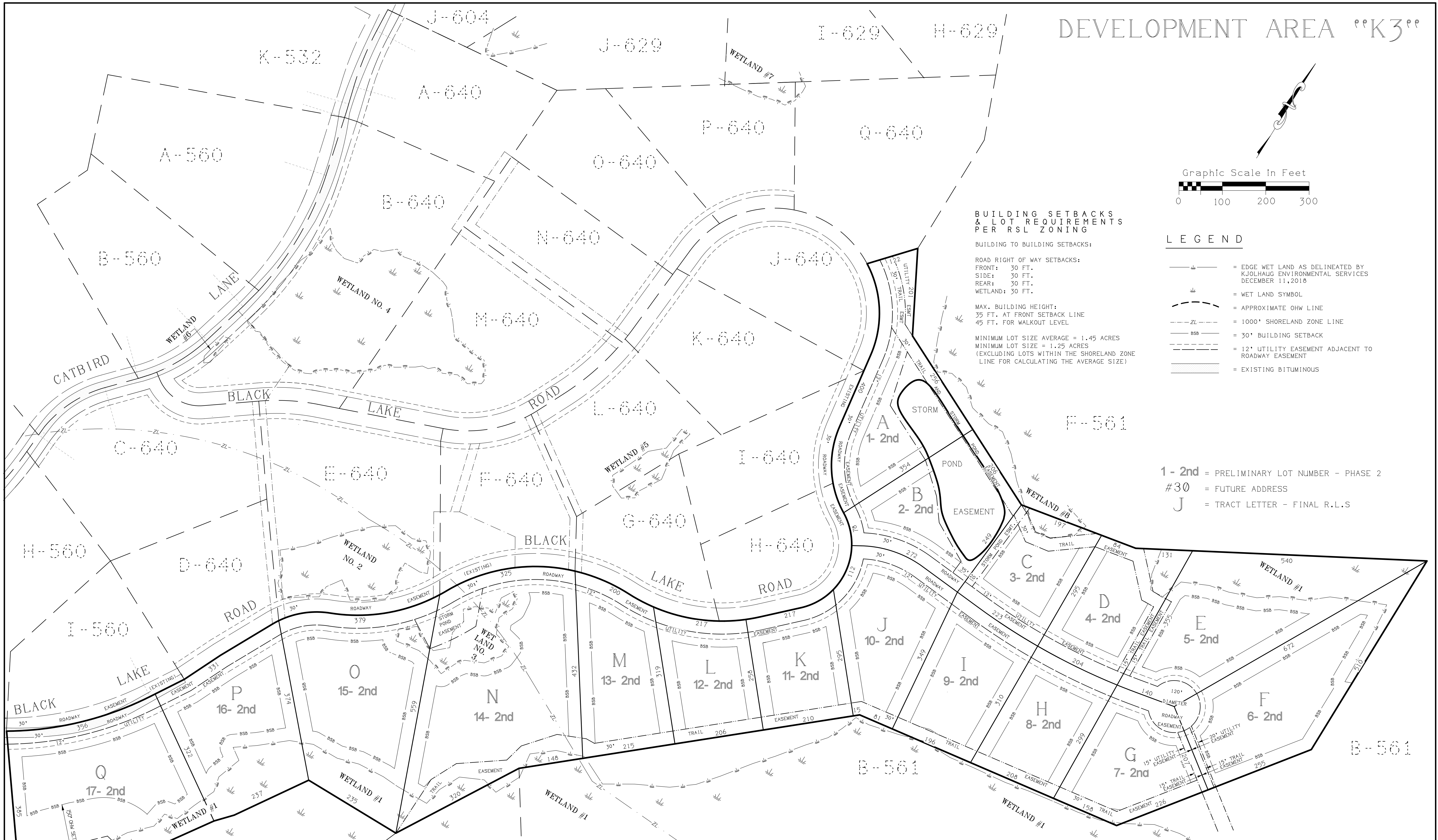
MAX. BUILDING HEIGHT:
 35 FT. AT FRONT SETBACK LINE
 45 FT. FOR WALKOUT LEVEL

MINIMUM LOT SIZE AVERAGE = 1.45 ACRES
 MINIMUM LOT SIZE = 1.25 ACRES
 (EXCLUDING LOTS WITHIN THE SHORELAND ZONE LINE FOR CALCULATING THE AVERAGE SIZE)

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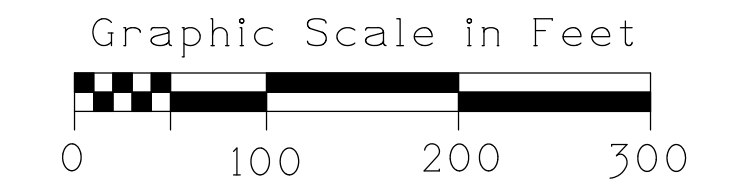
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NORTH OAKS
 COMPANY

RED FOREST WAY SOUTH PHASE 2

SHEET DESCRIPTION: **PRELIMINARY PLAT PLAN**
 DATE: MARCH 23, 2023
SHEET 2 OF 7 SHEETS

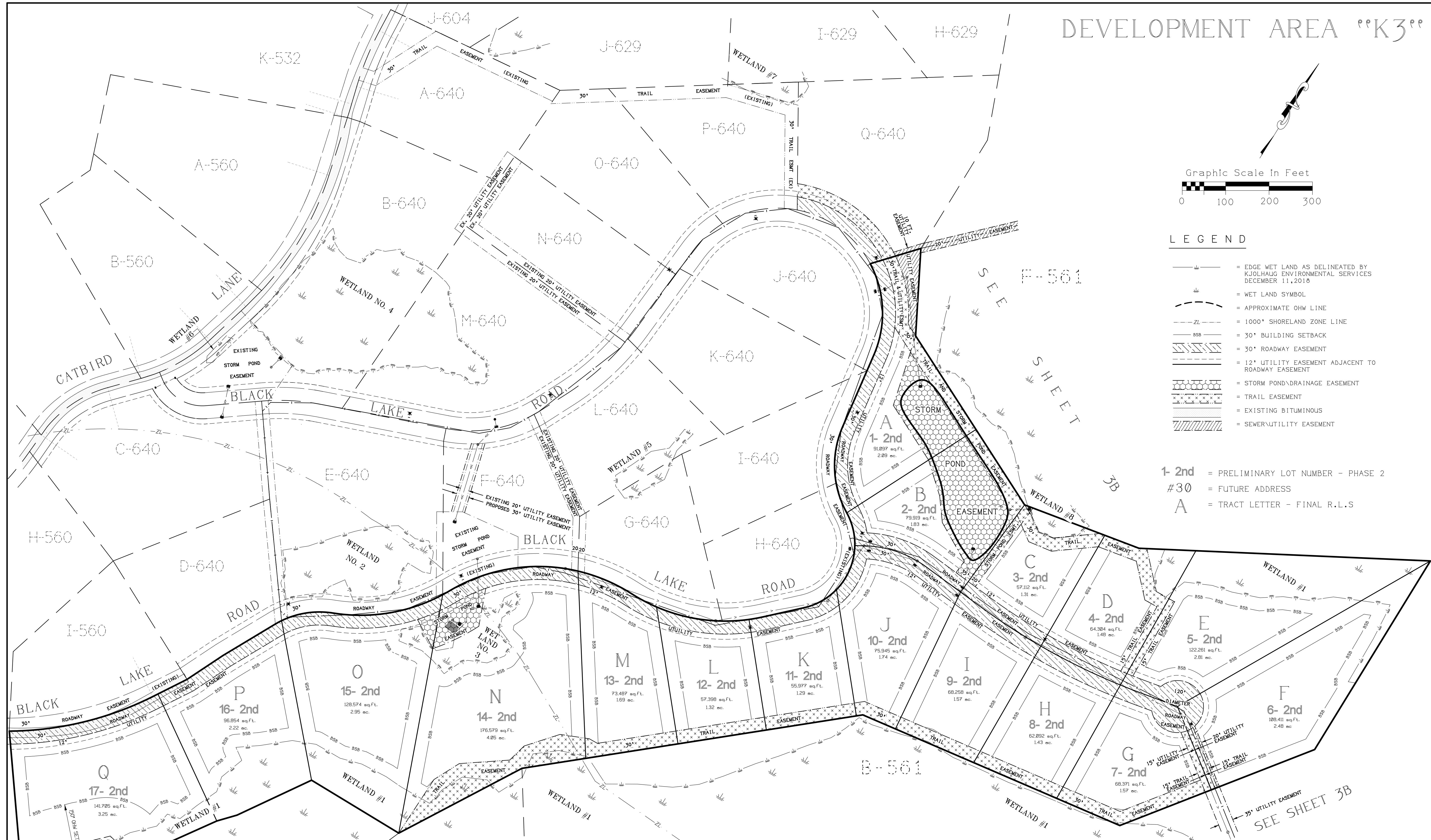
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RED FOREST WAY SOUTH PHASE 2

SHEET DESCRIPTION:
PRELIMINARY PLAT EASEMENT PLAN

DATE: March 23, 2023
 REV. 5-24-23 (city comments)

SHEET 3A OF 7 SHEETS



I-629 H-629

TRACT H, R. L. S. NO. 561

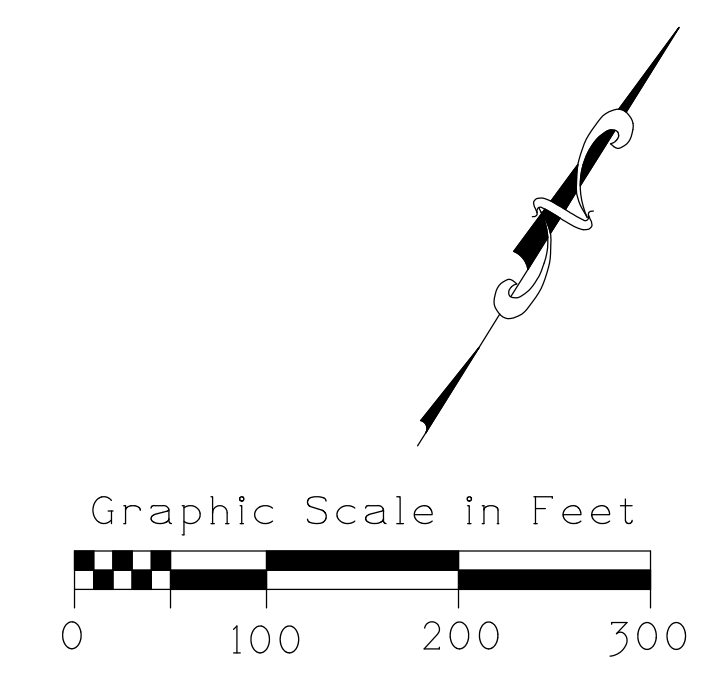
TRACT F REGISTERED LAND SURVEY NO. 561

TRACT B

REGISTERED

LAND SURVEY NO. 561

DEVELOPMENT AREA "K3"



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WETLAND #1

WETLAND #2

WETLAND #3

WETLAND #4

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WETLAND #7

WETLAND #8

WETLAND #9

WETLAND #10

WETLAND #11

WETLAND #12

WETLAND #13

WETLAND #14

WETLAND #15

WETLAND #16

WETLAND #17

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WETLAND #99

WETLAND #100

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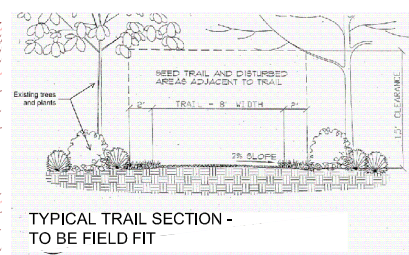
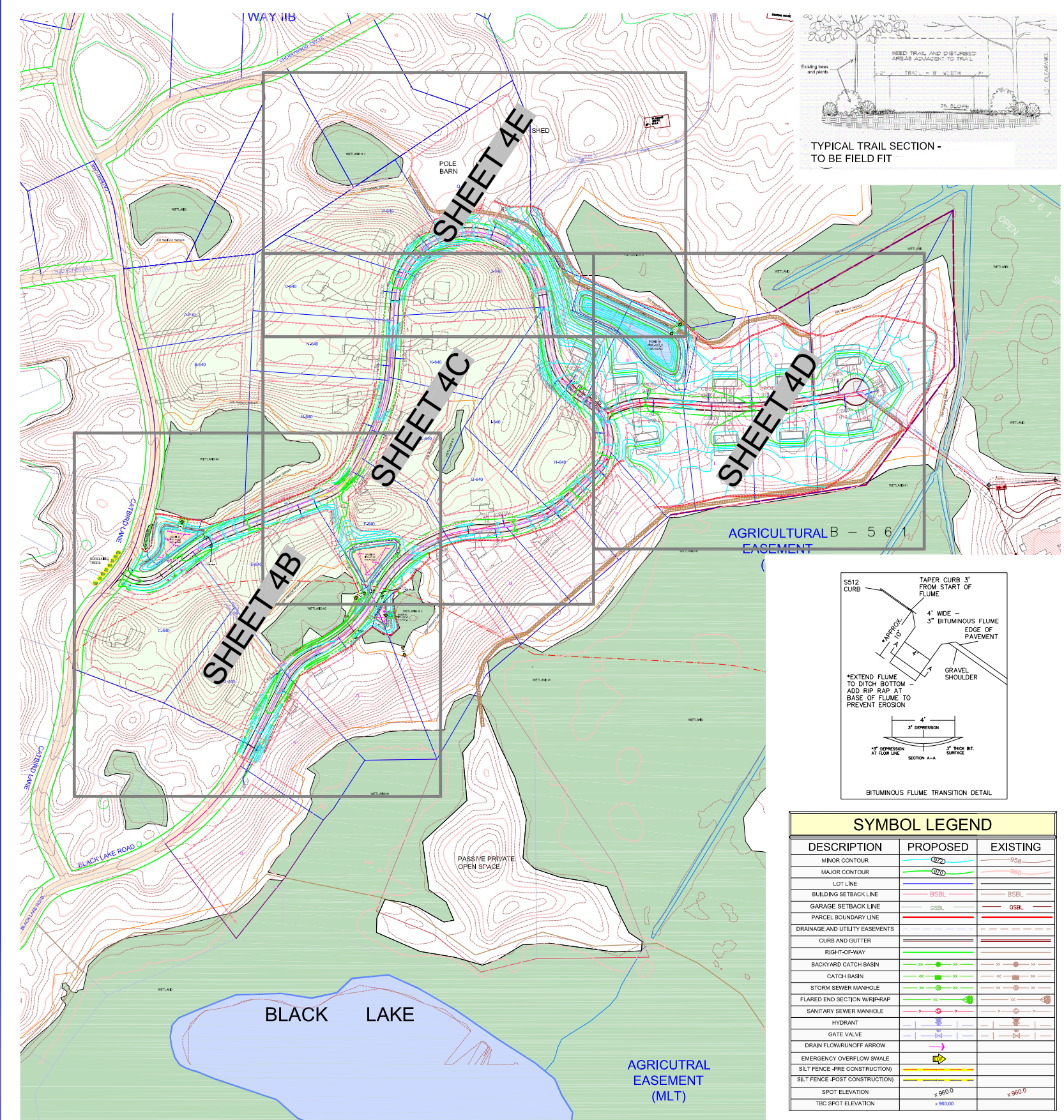
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NORTH OAKS
 C O M P A N Y

RED FOREST WAY SOUTH PHASE 2

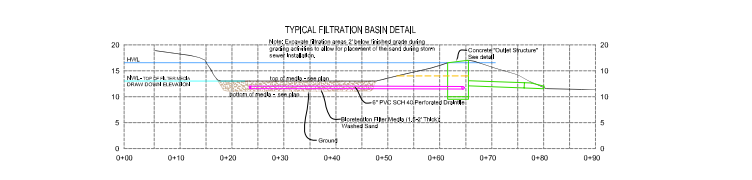
SHEET DESCRIPTION:
PRELIMINARY PLAT EASEMENT PLAN

DATE: May 24, 2023
SHEET 3B OF 7 SHEETS



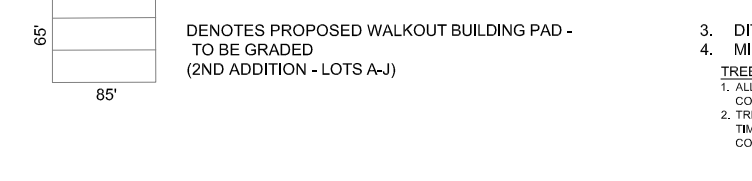
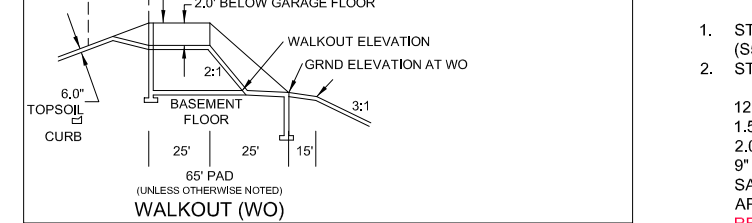
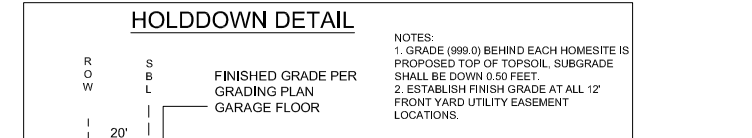
- ### CONSTRUCTION NOTES
- INSTALL SILT FENCE AS SHOWN ON PLAN, AS REQUIRED BY THE CITY OF NORTH OAKS OR DIRECTED BY THE ENGINEER.
 - THE WATER QUALITY POND MUST BE EXCAVATED AT THE BEGINNING OF GRADING OPERATIONS TO PROVIDE TEMPORARY STORM WATER DETENTION DURING CONSTRUCTION. SAND AND SILT MUST BE REMOVED FROM THE POND AS NECESSARY DURING CONSTRUCTION AND AT THE COMPLETION OF THE PROJECT.
 - BEGIN GRADING, INSTALL PERFORATED RISER PIPE IN PONDS WHEN POND GRADING IS COMPLETE. TEMPORARY DRAINAGE PIPE SHALL BE USED FOR INTERMEDIATE DRAINAGE DURING THE CONSTRUCTION PERIOD AS NECESSARY AND DIRECTED BY THE ENGINEER. INSTALL SILT FENCE AROUND EXCAVATED PONDS.
 - INSPECT POND, SILT FENCE, AND ROCK ENTRANCE BERM AFTER ALL RAINFALL EVENTS AS REQUIRED BY THE NPDES PERMIT.
 - LINE ALL PONDS WITH A MINIMUM 6" ORGANIC SOILS & SEED SLOPES BETWEEN NWL AND 100 YR HWL WITH A WATER TOLERANT MIX. (OR AS NOTED)
 - REMOVE PERFORATED RISER PIPE WHEN STORM SEWER AND OUTLET STRUCTURE FOR PONDS ARE INSTALLED.
 - POND - 10:1 BENCH (1 FOOT) THEN 3:1 MAX
 - ALL OTHER SLOPES 4:1 MAX (UNLESS NOTED)
 - RESTORATION - 8.0 ACRES
 - RESTORE ALL DISTURBED AREAS WITH 4" TO 6" OF TOPSOIL, OR EXISTING ON-SITE ORGANIC MTLR
 - SEED POND SLOPES AND DETENTION AREAS WITH MNDOT 33-251 OR BWSR P8 SEED MIX AT A RATE OF 100 LBS./ACRE AND FERTILIZE WITH 20-0-10 AT 100 LBS./ACRE. SEED WETLAND BUFFER AREAS WITH MNDOT 350-MESIC PRAIRIE (36.5 PLS LBS/AC) OR BWSR 35-241 SEED MIX AND FERTILIZE WITH 20-0-10 AT 100 LBS./ACRE. (REFER TO WETLAND CREATION/BANKING PLAN FOR WETLAND SEED MIX REQUIREMENTS)
 - SEED ALL OTHER DISTURBED AREAS WITH MNDOT 25-141 AT A RATE OF 100 LBS./ACRE AND FERTILIZE WITH 20-0-10 AT 100 LBS./ACRE (UNLESS OTHERWISE NOTED)
 - ONLY PHOSPHOROUS FREE FERTILIZER IS TO BE USED ON SITE.
 - MULCH WITH TYPE 1 AT A RATE OF 2 TONS/ACRE AND DISC ANCHOR IMMEDIATELY AFTER PLACEMENT. USE WOODFIBER BLANKET ON ALL SLOPES 3:1 (FT) OR GREATER.
 - PLACE APPROVED STORM SEWER INLET PROTECTION IN OR AROUND ALL STORM SEWER INLETS AND MAINTAIN UNTIL ALL HOME CONSTRUCTION IS COMPLETED. REFER TO DETAILS FOR APPROVED DEVICES.
 - MAINTAIN ALL SILT FENCE UNTIL TURF HAS BEEN ESTABLISHED.
 - RESTORATION WORK WILL BE COMPLETED WITHIN 72 HOURS OF GRADING COMPLETION.
 - SILT FENCE - BEFORE GRADING - 8,635 LF
AFTER GRADING - 1,500 LF
 - EROSION BLANKET - 100 SF

- ### CONSTRUCTION SEQUENCING
- INSTALL APPROPRIATE TEMPORARY EROSION CONTROL DEVICES TO PREVENT SEDIMENT FROM LEAVING OR ENTERING THE PRACTICE DURING CONSTRUCTION.
 - ALL DOWN-GRADIENT PERIMETER SEDIMENT CONTROL BMP'S MUST BE IN PLACE BEFORE ANY UP GRADIENT LAND DISTURBING ACTIVITY BEGINS.
 - PERFORM CONTINUOUS INSPECTIONS OF EROSION CONTROL PRACTICES, ESPECIALLY AFTER EACH RAINFALL EVENT. ALL REPAIRS TO BE COMPLETED WITHIN 24 HOURS OF 0.5" RAIN EVENT.
 - INSTALL ALL UTILITIES (ELECTRIC, NATURAL GAS, PHONE, FIBER OPTIC, ETC) PRIOR TO SETTING FINAL GRADE OF INFILTRATION BASIN.
 - INFILTRATION AREAS ARE NOT ALLOWED TO BE USED AS TEMPORARY SEDIMENT BASINS.
 - COMPLETE, STABILIZE, AND VEGETATE ALL OTHER SITE IMPROVEMENTS.
 - ONLY AFTER UPSTREAM CONSTRUCTION IS COMPLETED, CAN THE INFILTRATION BASIN BE CONSTRUCTED TO FINAL GRADE. ONCE GRADING IS COMPLETED, INSTALL FILTER TOPSOIL BORROW AND VEGETATE IN ACCORDANCE WITH THE RESTORATION PLAN.
 - MNDOT FILTER TOPSOIL BORROW SHALL BE TILLED AFTER INSTALLATION IN THE BASIN TO REDUCE COMPACTION DURING INSTALLATION.
 - REMOVE TEMPORARY EROSION CONTROL DEVICES AFTER THE CONTRIBUTING DRAINAGE AREA IS ADEQUATELY VEGETATED.



BASIN	TOP OF SAND	BOTTOM OF SAND
1	937.0	935.6-935.8
2	937.0	935.6-935.8
3	936.0	934.0-934.3

*NOTE - BOTTOM OF SAND ELEVATIONS VARY TO ALLOW POSITIVE DRAINAGE TO OUTLET STRUCTURE



SYMBOL LEGEND

DESCRIPTION	PROPOSED	EXISTING
MINOR CONTOUR	0.25'	0.50'
MAJOR CONTOUR	0.50'	1.00'
LOT LINE	---	---
BUILDING SETBACK LINE	BSBL	BSBL
GARAGE SETBACK LINE	GSBL	GSBL
PARCEL BOUNDARY LINE	CSBL	CSBL
DRAINAGE AND UTILITY EASEMENTS	---	---
CURBS AND GUTTER	---	---
RIGHT-OF-WAY	---	---
BACKYARD CATCH BASIN	---	---
CATCH BASIN	---	---
STORM SEWER MANHOLE	---	---
FLARED END SECTION WRIP-RAP	---	---
SANITARY SEWER MANHOLE	---	---
HYDRANT	---	---
GATE VALVE	---	---
DRAIN FLOW/RUNOFF ARROW	---	---
EMERGENCY OVERFLOW SWALE	---	---
SILT FENCE - PRE CONSTRUCTION	---	---
SILT FENCE - POST CONSTRUCTION	---	---
SPOT ELEVATION	x 960.0	x 960.0
TBC SPOT ELEVATION	x 960.0	x 960.0

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*SITE TO BE WALKED WITH CITY FORESTER TO DETERMINE FINAL TREE REMOVALS

*NOTE - EXISTING TREES SHOWN ARE NOT ALL EXISTING TREES WITHIN SITE AREA - TREES WERE SHOT DURING ONSITE FIELD VISIT

DRAWING NAME	NO.	BY	DATE	REVISIONS
FINAL SHEETS	01	ERJ	05/25/23	CITY ENGINEER COMMENT REVISIONS
DRAWN BY				
CHECKED BY				
DATE				
03/23/23				

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Eric R. Johnson
ERIC R. JOHNSON, P.E.
Date: 03/23/23 Lic. No. 56659

ENGINEERS SURVEYORS DESIGNERS PLANNERS

SATHRE-BERGQUIST, INC.
14000 25TH AVE N STE 120 PLYMOUTH, MN, 55447 (952) 476-6000

CITY PROJECT NO. ---

NORTH OAKS, MINNESOTA

FILE NO. 64500-024

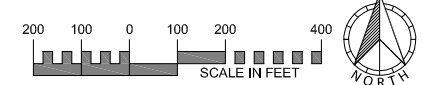
PRELIMINARY PLAT / GRADING PLAN

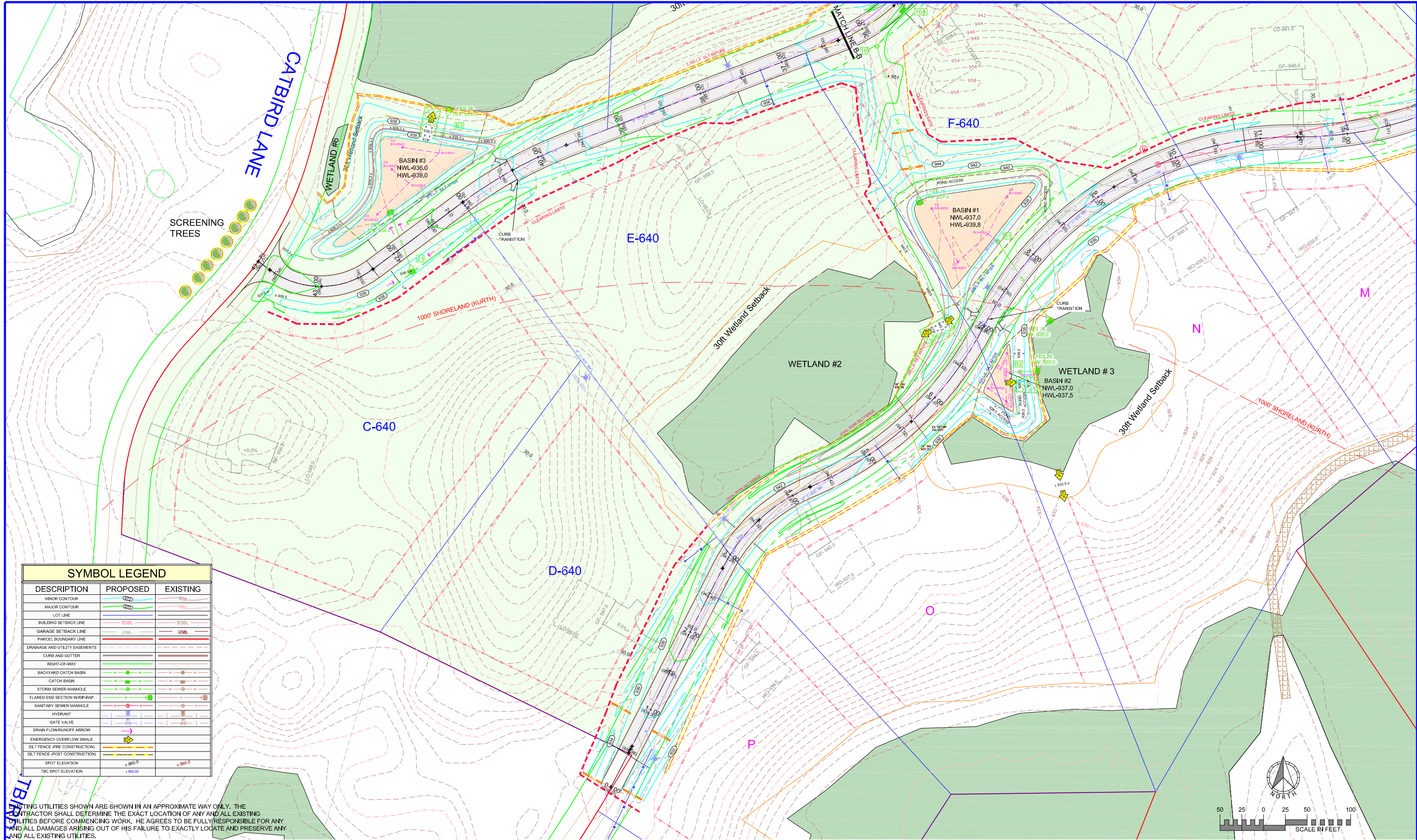
RED FOREST WAY SOUTH - PHASE 2

NORTH OAKS

4A

7119





SYMBOL LEGEND		
DESCRIPTION	PROPOSED	EXISTING
MINOR CONTOUR		
MAJOR CONTOUR		
LOT LINE		
BUILDING SETBACK LINE		
GARAGE SETBACK LINE		
PARCEL BOUNDARY LINE		
DRAINAGE AND UTILITY EASEMENTS		
CURB AND GUTTER		
RIGHT-OF-WAY		
BACKYARD CATCH BASIN		
CATCH BASIN		
STORM SEWER MANHOLE		
FLARED END SECTION WRIP-RAP		
SANITARY SEWER MANHOLE		
HYDRANT		
GATE VALVE		
DRAIN FLOW/RUNOFF ARROW		
EMERGENCY OVERFLOW SWALE		
SILT FENCE (PRE CONSTRUCTION)		
SILT FENCE (POST CONSTRUCTION)		
SPOT ELEVATION		
TBC SPOT ELEVATION		

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DATE				
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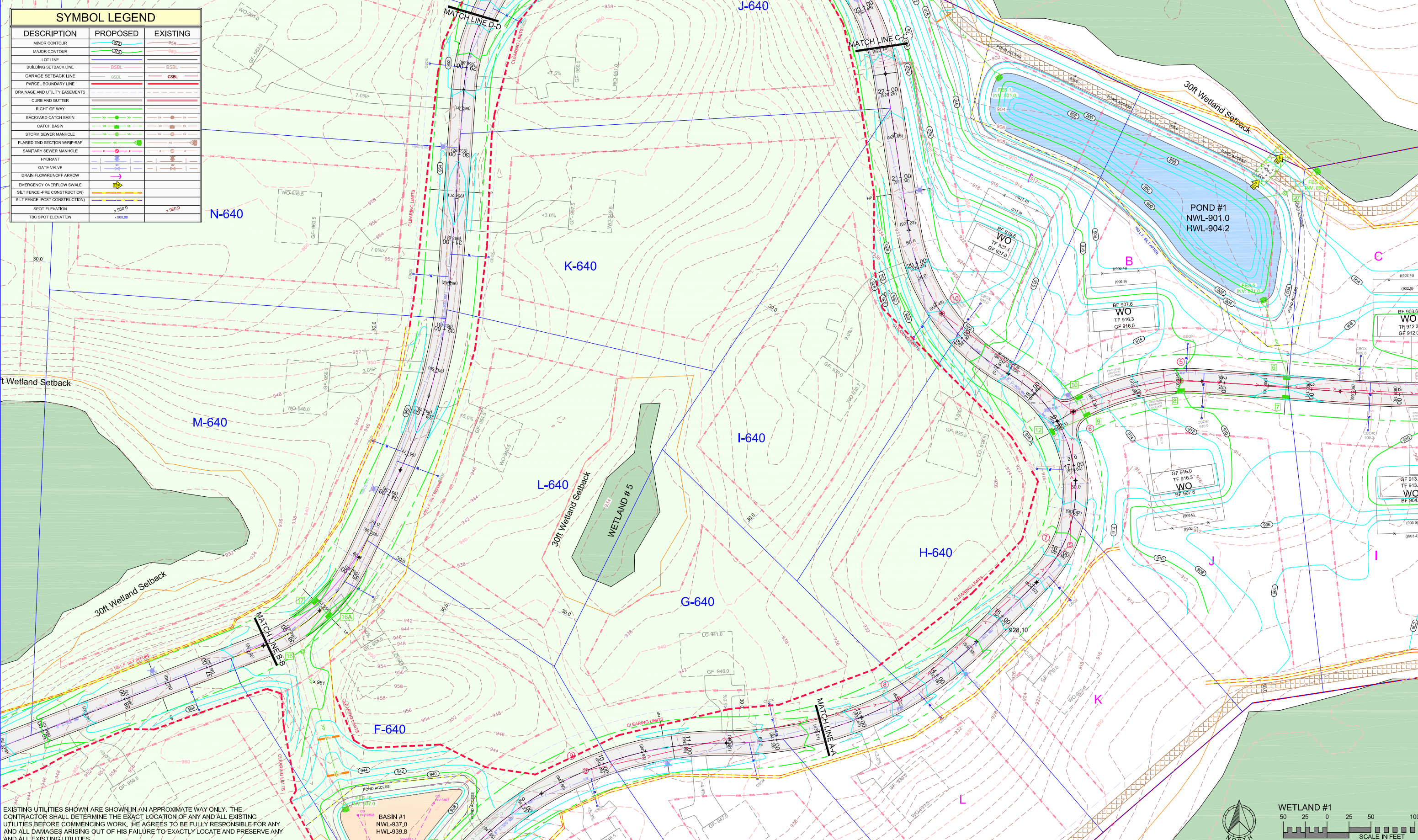
SATHRE-BERGQUIST, INC.
 14000 25TH AVE N STE 120 PLYMOUTH, MN, 55447 (952) 476-6000

ENGINEERS SURVEYORS
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CITY PROJECT NO.
 --
NORTH OAKS, MINNESOTA

PRELIMINARY GRADING PLAN
RED FOREST WAY SOUTH - PHASE 2
NORTH OAKS

FILE NO.
 64500-024
4B
 7120



SYMBOL LEGEND		
DESCRIPTION	PROPOSED	EXISTING
MINOR CONTOUR		
MAJOR CONTOUR		
LOT LINE		
BUILDING SETBACK LINE		
GARAGE SETBACK LINE		
PARCEL BOUNDARY LINE		
DRAINAGE AND UTILITY EASEMENTS		
CURB AND GUTTER		
RIGHT-OF-WAY		
BACKYARD CATCH BASIN		
CATCH BASIN		
STORM SEWER MANHOLE		
FLARED END SECTION WRAP-RAP		
SANITARY SEWER MANHOLE		
HYDRANT		
GATE VALVE		
DRAIN FLOW/RUNOFF ARROW		
EMERGENCY OVERFLOW SWALE		
SILT FENCE - PRE CONSTRUCTION		
SILT FENCE - POST CONSTRUCTION		
SPOT ELEVATION		
TBC SPOT ELEVATION		

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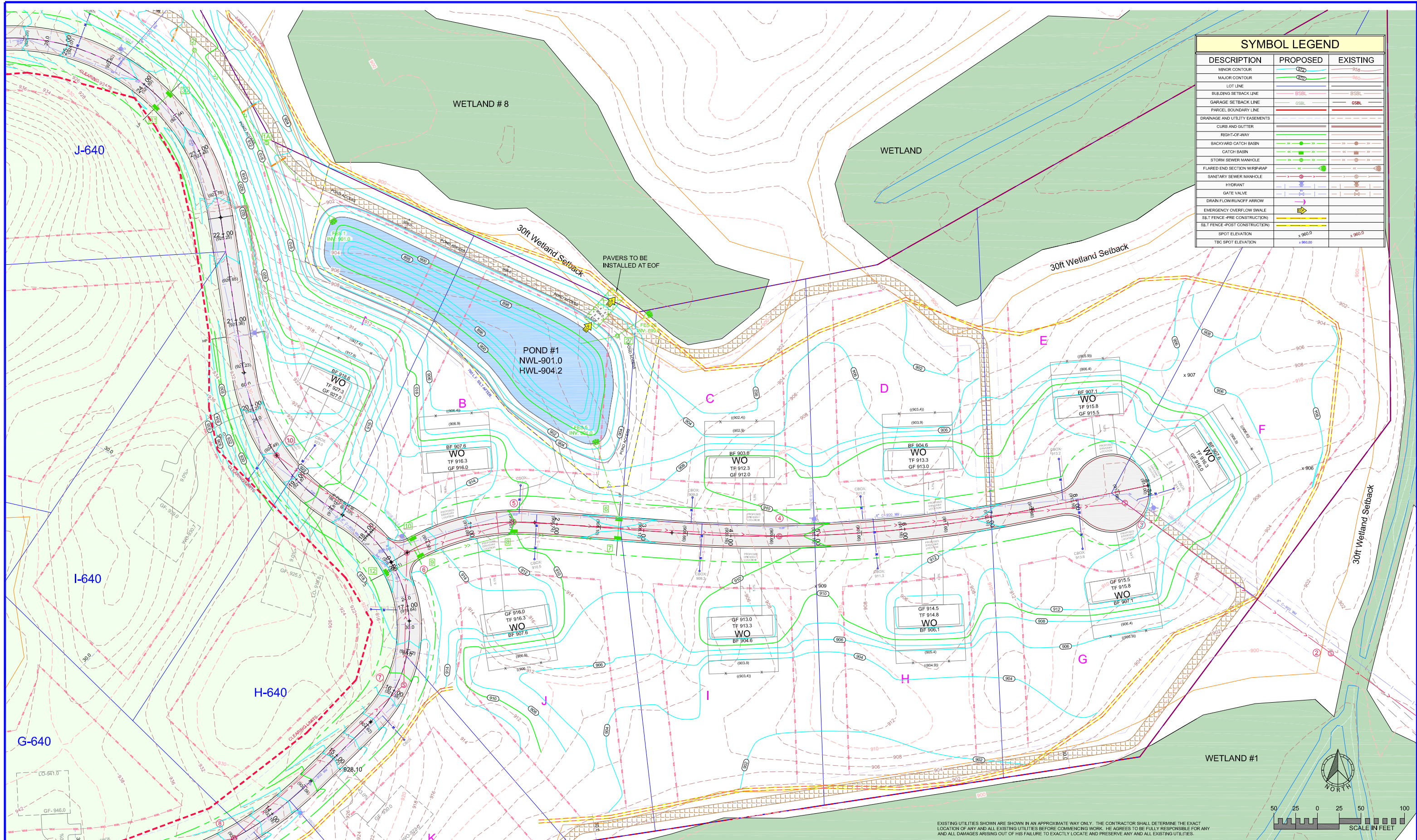
SATHRE-BERGQUIST, INC.
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ENGINEERS SURVEYORS
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CITY PROJECT NO. ---
NORTH OAKS, MINNESOTA

PRELIMINARY GRADING PLAN
RED FOREST WAY SOUTH - PHASE 2
NORTH OAKS

FILE NO. 64500-024
4C
 121



SYMBOL LEGEND		
DESCRIPTION	PROPOSED	EXISTING
MINOR CONTOUR	(97)	(95)
MAJOR CONTOUR	(97)	(95)
LOT LINE	(97)	(95)
BUILDING SETBACK LINE	BSBL	BSBL
GARAGE SETBACK LINE	GSBL	GSBL
PARCEL BOUNDARY LINE	(97)	(95)
DRAINAGE AND UTILITY EASEMENTS		
CURB AND GUTTER	(97)	(95)
RIGHT-OF-WAY	(97)	(95)
BACKYARD CATCH BASIN	(97)	(95)
CATCH BASIN	(97)	(95)
STORM SEWER MANHOLE	(97)	(95)
FLARED END SECTION WRAP-AROUND	(97)	(95)
SANITARY SEWER MANHOLE	(97)	(95)
HYDRANT	(97)	(95)
GATE VALVE	(97)	(95)
DRAIN FLOW/RUNOFF ARROW	(97)	(95)
EMERGENCY OVERFLOW SWALE	(97)	(95)
SILT FENCE -PRE CONSTRUCTION	(97)	(95)
SILT FENCE -POST CONSTRUCTION	(97)	(95)
SPOT ELEVATION	x 960.0	x 960.0
TBC SPOT ELEVATION	x 960.0	x 960.0

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SATHRE-BERGQUIST, INC.
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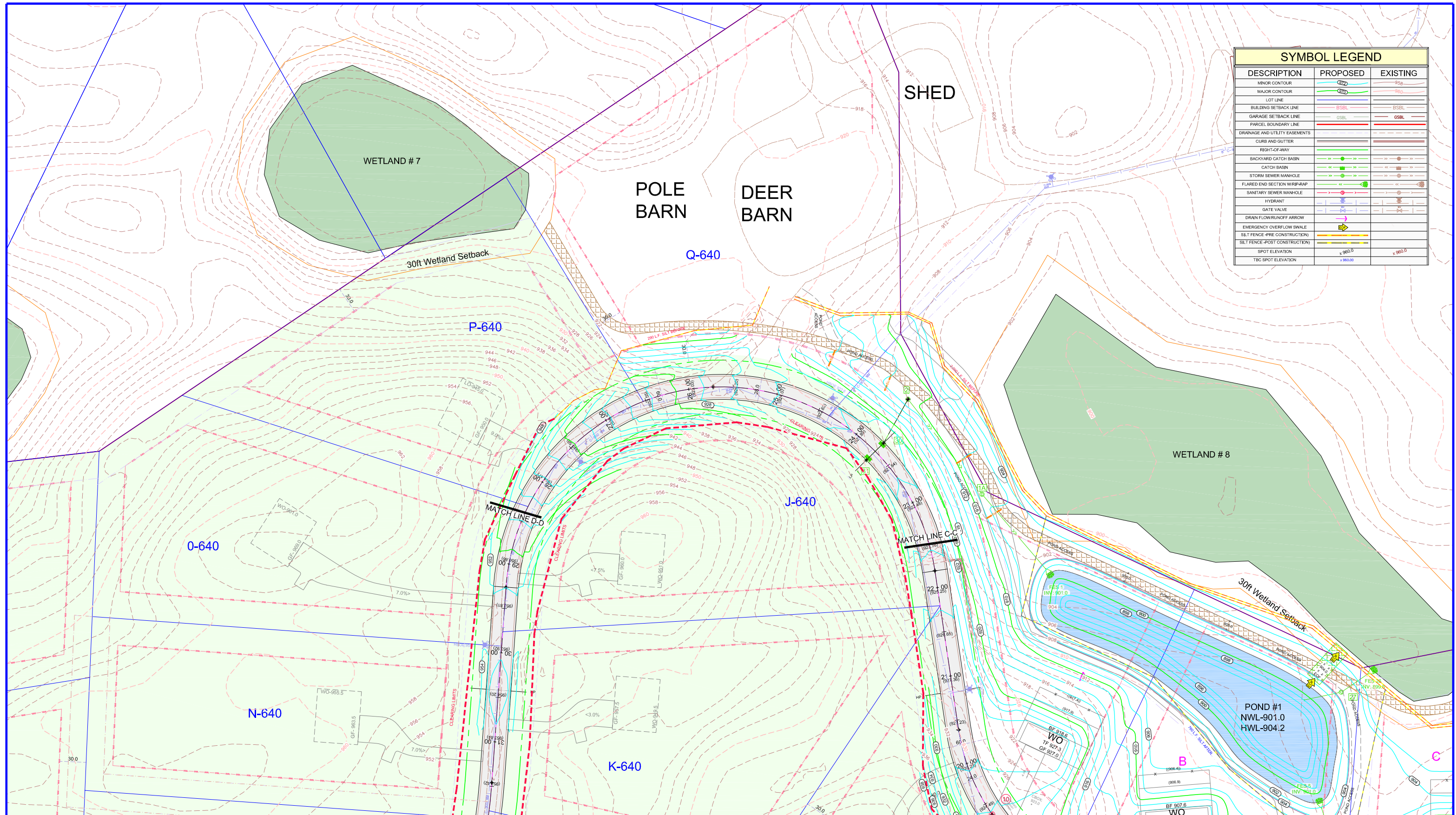
CITY PROJECT NO. ---

PRELIMINARY GRADING PLAN
RED FOREST WAY SOUTH - PHASE 2
NORTH OAKS

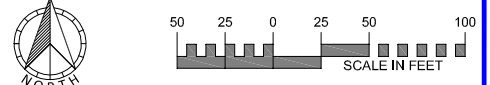
FILE NO. 64500-024
4D
 SCALE IN FEET 1"=20'

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BACKYARD CATCH BASIN		
CATCH BASIN		
STORM SEWER MANHOLE		
FLARED END SECTION WRAP-UP		
SANITARY SEWER MANHOLE		
HYDRANT		
GATE VALVE		
DRAIN FLOW/RUNOFF ARROW		
EMERGENCY OVERFLOW SWALE		
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SILT FENCE -POST CONSTRUCTION		
SPOT ELEVATION		
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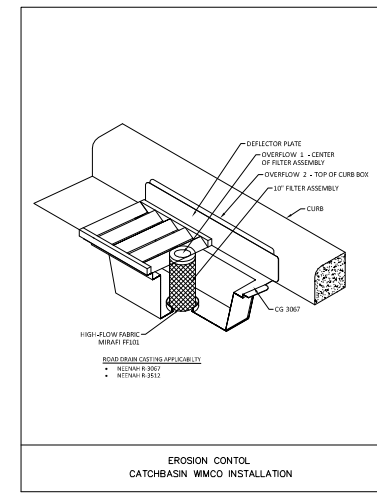
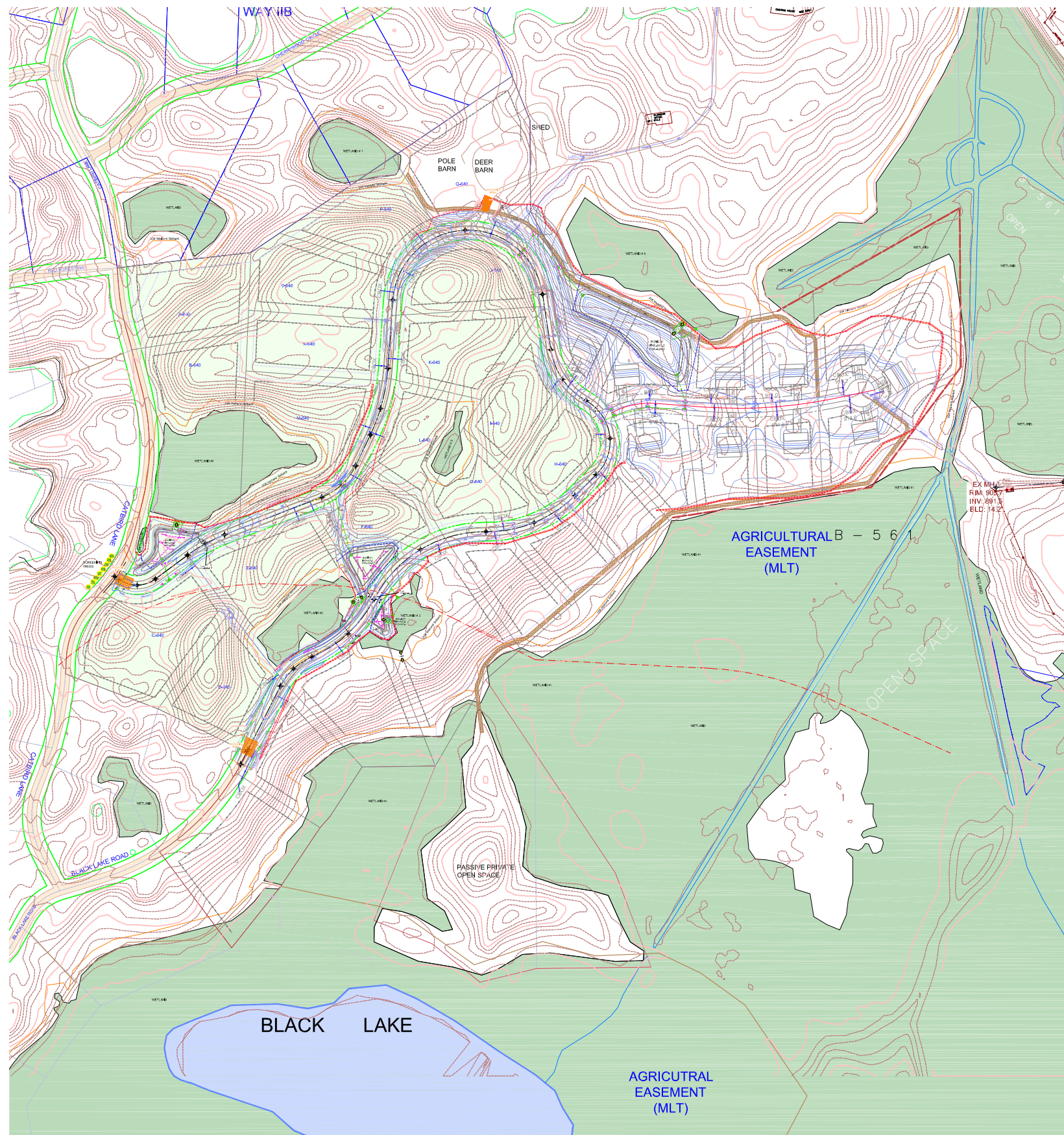
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ENGINEERS SURVEYORS
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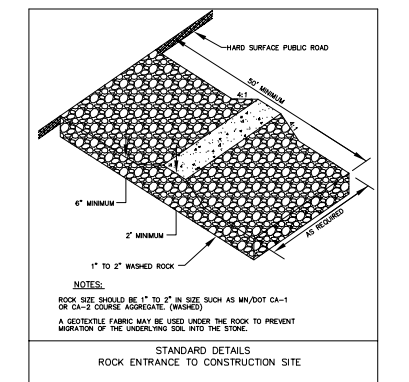
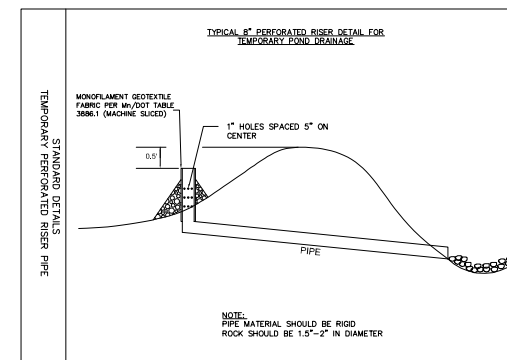
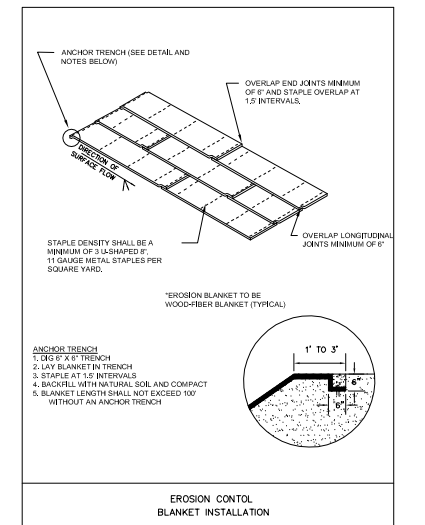
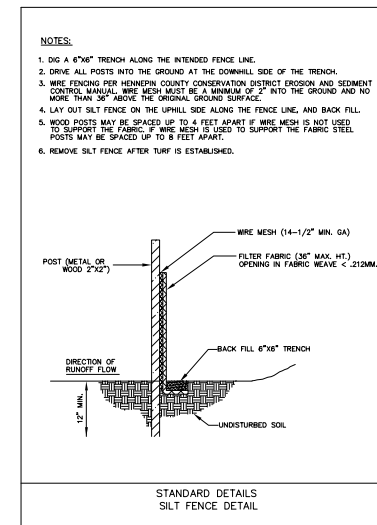
CITY PROJECT NO.
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NORTH OAKS, MINNESOTA

PRELIMINARY GRADING PLAN
RED FOREST WAY SOUTH - PHASE 2
NORTH OAKS

FILE NO.
 64500-024
4E
 7123



- ROCK ENTRANCE BERM
- SILT FENCE
- POST GRADING SILT FENCE
- BIO-ROLL
- CONCRETE WASHOUT
- INLET PROTECTION
- WOODFIBER BLANKET
- DENOTES PROPOSED CLEARING LIMITS



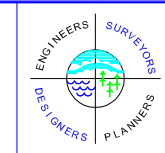
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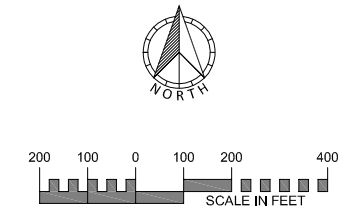
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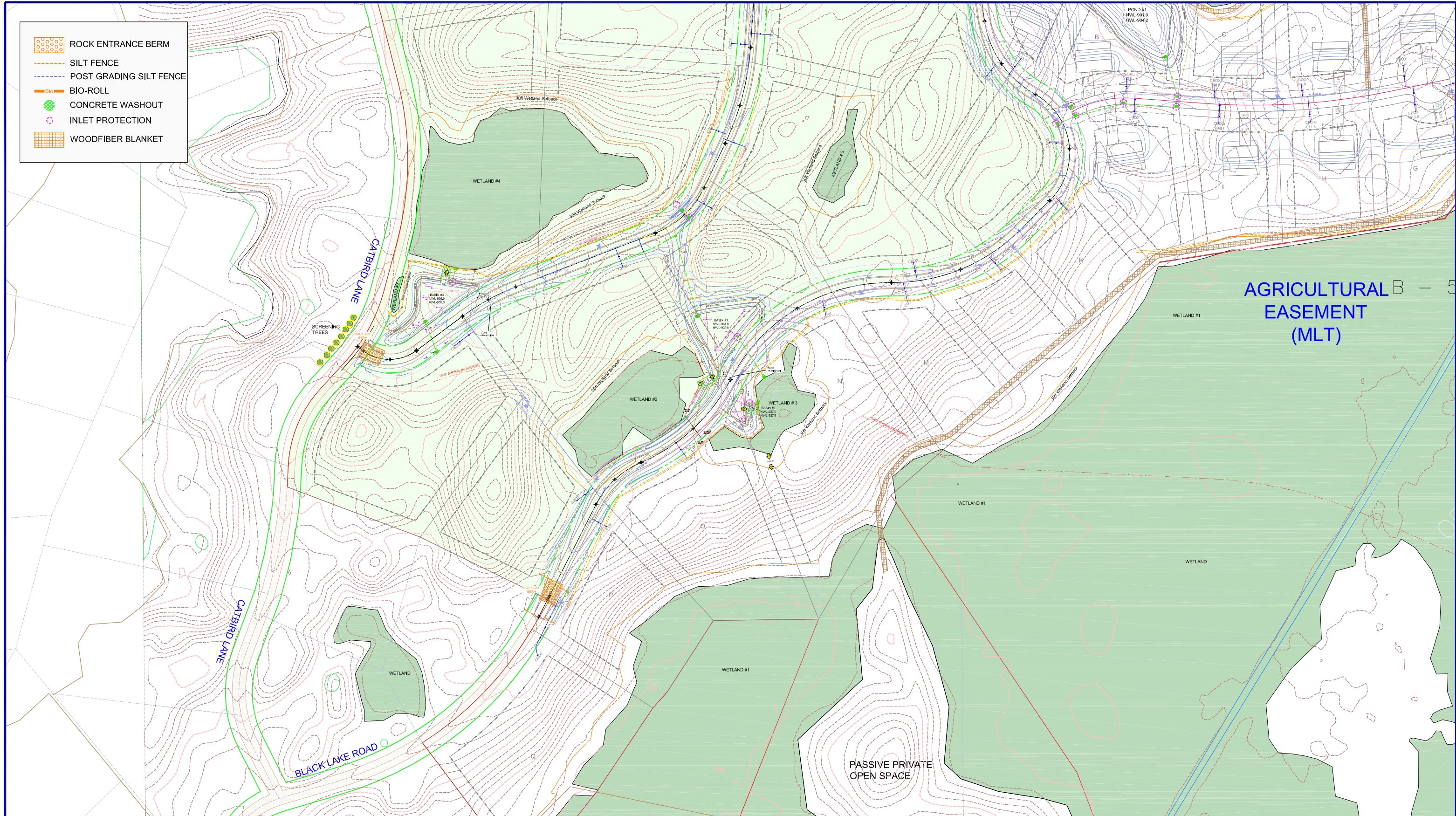
CITY PROJECT NO. ---
NORTH OAKS, MINNESOTA

PRELIMINARY EROSION CONTROL PLAN
RED FOREST WAY SOUTH - PHASE 2
NORTH OAKS



FILE NO. 64500-024
5A

-  ROCK ENTRANCE BERM
-  SILT FENCE
-  POST GRADING SILT FENCE
-  BIO-ROLL
-  CONCRETE WASHOUT
-  INLET PROTECTION
-  WOODFIBER BLANKET



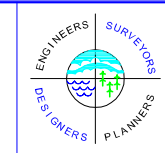
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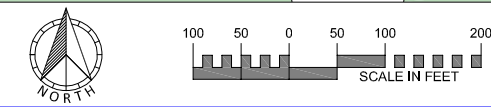


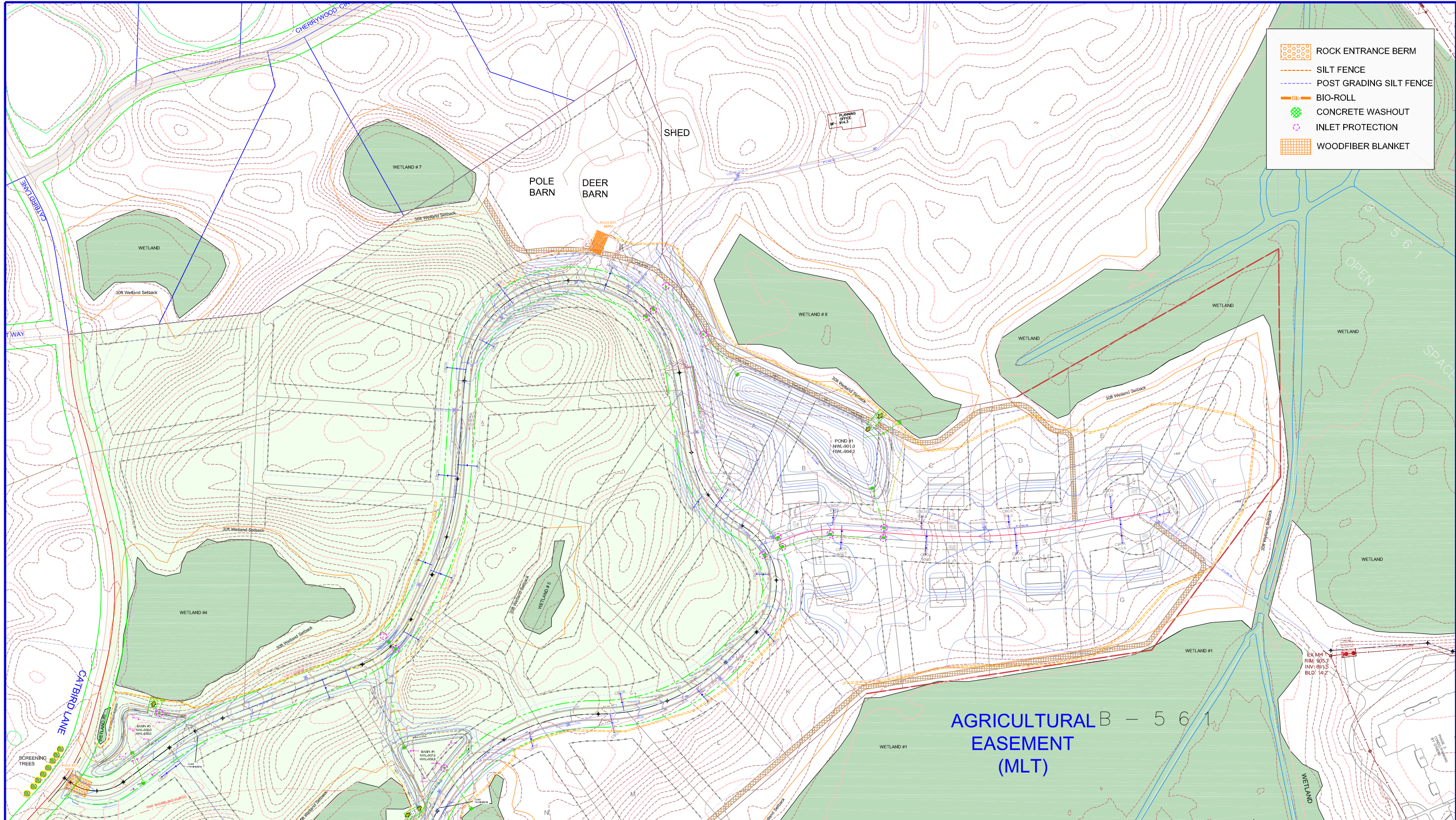
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CITY PROJECT NO. ---
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PRELIMINARY EROSION CONTROL PLAN
RED FOREST WAY SOUTH - PHASE 2
 NORTH OAKS

FILE NO. 64500-024
5B





-  ROCK ENTRANCE BERM
-  SILT FENCE
-  POST GRADING SILT FENCE
-  BIO-ROLL
-  CONCRETE WASHOUT
-  INLET PROTECTION
-  WOODFIBER BLANKET

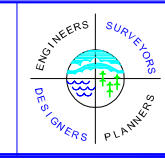
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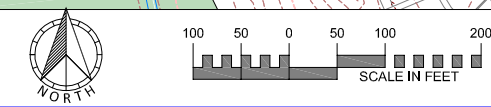
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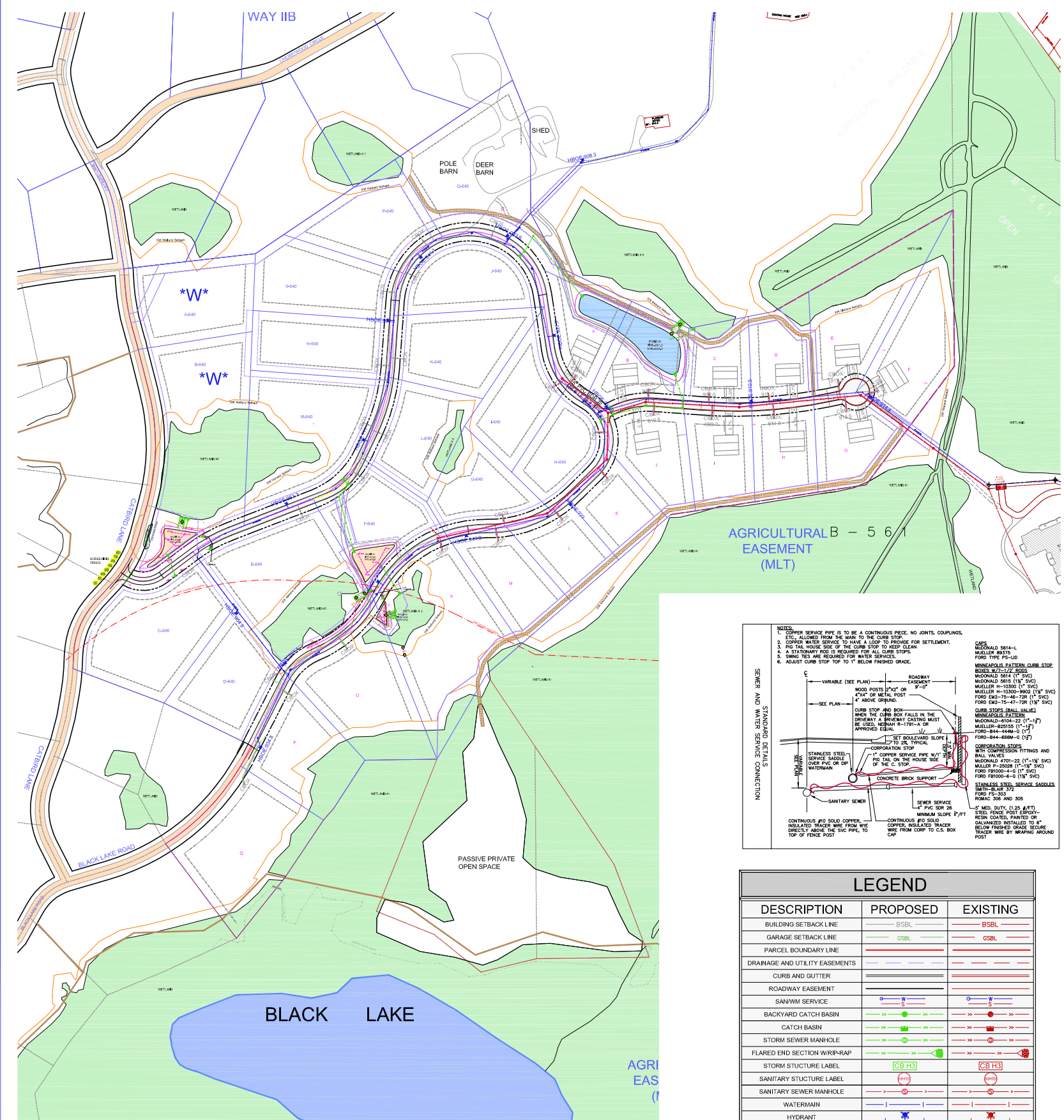
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NORTH OAKS, MINNESOTA

PRELIMINARY EROSION CONTROL PLAN
RED FOREST WAY SOUTH - PHASE 2
NORTH OAKS

FILE NO.
 64500-024
5C
 7126





SANITARY SEWER AND WATERMAIN NOTES:

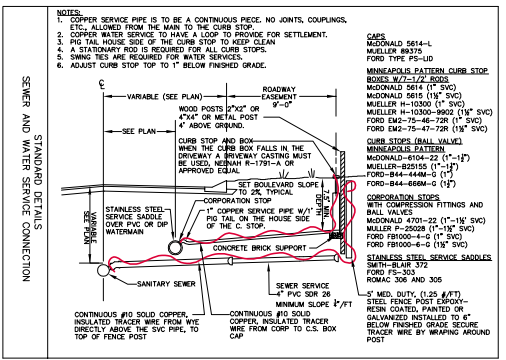
- ALL HYDRANT BENCHMARKS ARE TOP NUT OF HYDRANT.
- WYE LOCATIONS TO BE SUPPLIED & VERIFIED BY CONTRACTORS. WYE STATIONING IS CALCULATED FROM THE DOWN STREAM MANHOLES.
- ALL TIES AND DISTANCES ARE TO THE CENTER OF SURFACE STRUCTURES.
- ALL HYDRANTS AND HYDRANT GATE VALVES ARE RETAINED AND TIED BACK TO THE WATERMAIN TEE BY MEANS OF APPROVED MEGALUGS UNLESS OTHERWISE NOTED.
- ALL SEWER SERVICES ARE LOCATED 3 FEET DOWNSTREAM OF WATER SERVICES IF SEWER AND WATER ARE IN THE SAME TRENCH.
- ALL SEWER AND WATER SERVICES ARE EXTENDED TO THE EASEMENT UNLESS NOTED.
- ALL VALVES ON THE WATERMAIN FOR THIS PROJECT SHALL BE GATE VALVES. NO BUTTERFLY VALVES SHALL BE USED ON THE WATERMAIN FOR THIS PROJECT. POLY WRAP ENTIRE VALVE.
- INSTALL HYDRANTS 5' BEHIND CURB (TYPICAL). ALL HYDRANT ASSEMBLIES INCLUDE A 6" GV.
 - POLY WRAP ALL HYDRANT BARRELS
 - BAG ALL HYDRANTS UNTIL THEY ARE TESTED AND PUT IN SERVICE.
- ALL WATERMAIN SHALL BE PVC C900 UNLESS OTHERWISE NOTED
- MECHANICAL BALLS SHALL BE INSTALLED IN SANITARY SEWER AT CONNECTION POINTS FOLLOWING INSTALLATION OF PIPE TO PROTECT EXISTING LINES FROM DEBRIS, & SEDIMENT INFILTRATION. BALLS SHALL REMAIN UNTIL LINES ARE TESTED & ACCEPTED BY THE CITY.
- THE CONTRACTOR SHALL CONTACT THE WHITE BEAR TOWNSHIP & CITY OF NORTH OAKS AT LEAST 48 HOURS PRIOR TO ANY PUBLIC SEWER/WATERMAIN CONNECTION.
- ALL SANITARY SEWER MANHOLE ADJUSTING RINGS INSTALLATIONS SHALL HAVE POLYMER II BARRIERS IS TO BE INFI-SHIELD MASTIC WRAP OR APPROVED EQUAL INSTALLED.
- CONCRETE ADJUSTING RINGS SHALL BE USED ON ALL MANHOLES AND CATCH BASINS.
- ALL BELOW GRADE BOLTS, T-BOLTS, NUTS AND RODDING SHALL BE ASTM F 593 TYPE 316 STAINLESS STEEL. THIS APPLIES TO ALL FITTINGS, GATE VALVES, AND HYDRANTS.
- SANITARY SERVICES SHALL BE 4" PVC SDR 26 WITH TRACER WIRE. RISERS SHALL BE 4" SCH 40 OR DIP
- ALL FITTINGS SHALL BE DIP COMPACT FITTINGS WITH STAINLESS STEEL BOLTS AND POLY WRAPPED.

*NOTE - SEPTIC & WELL LOCATIONS TO BE DETERMINED & APPROVED ON A LOT BY LOT BASIS WITH THE HOME BUILDER & THE CITY OF NORTH OAKS

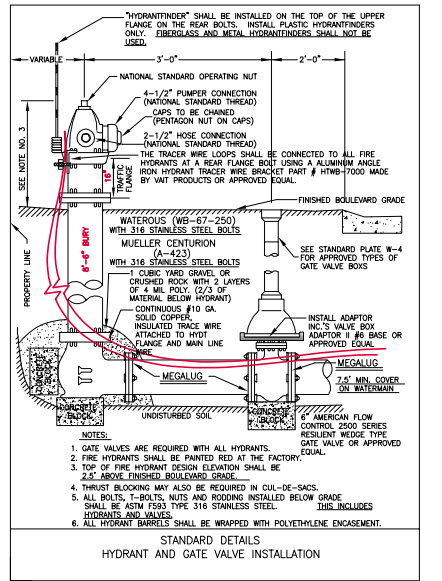
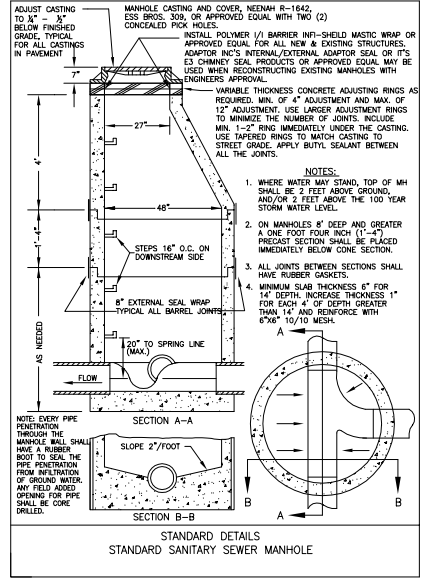
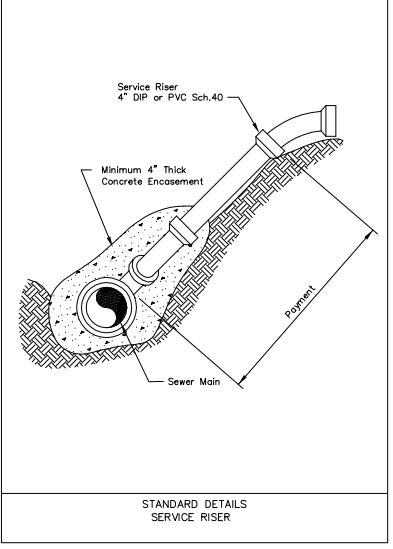
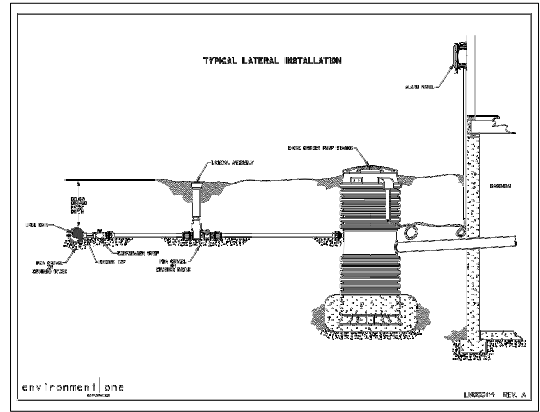
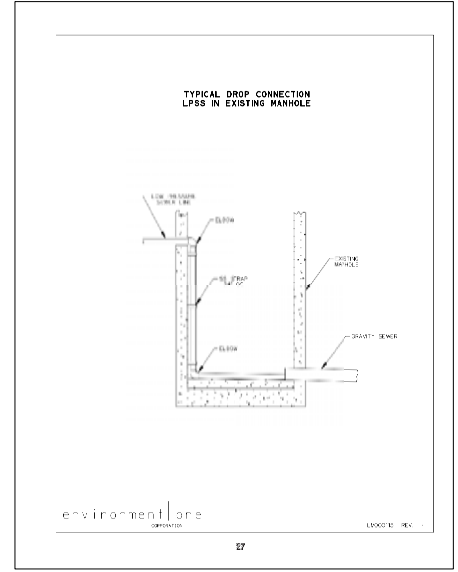
W DENOTES LOT WITH WELL

FORCEMAIN NOTES

- LOTS O / P / Q / D-640 SHALL BE SERVICES BY INDIVIDUAL GRINDER PUMPS SUPPLIED BY BUILDER. (EONE PUMP PREFERRED)
- INDIVIDUAL LOTS TO HAVE A 1.25" HDPE FORCEMAIN SERVICE LINE.
- LOT Q TO HAVE A 1.25"x2" TRANSITION FITTING INSTALLED.
- LOTS O / P / D-640 TO CONNECT TO 2" SDR 11 HDPE FORCEMAIN LINE AS SHOWN IN THE TYPICAL LATERAL INSTALLATION DETAIL PROVIDED.
- 2" HDPE FORCEMAIN LINE TO CONNECT TO SANITARY SEWER MANHOLE 9 AS SHOWN IN THE TYPICAL DROP CONNECTION INTO EXISTING MANHOLE DETAIL.



DESCRIPTION	PROPOSED	EXISTING
BUILDING SETBACK LINE	BSBL	BSBL
GARAGE SETBACK LINE	GSBL	GSBL
PARCEL BOUNDARY LINE		
DRAINAGE AND UTILITY EASEMENTS		
CURB AND GUTTER		
ROADWAY EASEMENT		
SANWV SERVICE		
BACKYARD CATCH BASIN		
CATCH BASIN		
STORM SEWER MANHOLE		
FLARED END SECTION WRAP-RAP		
STORM STRUCTURE LABEL	CB H3	CB H3
SANITARY STRUCTURE LABEL		
SANITARY SEWER MANHOLE		
WATERMAIN		
HYDRANT		
GATE VALVE		



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Eric R. Johnson
 ERIC R. JOHNSON, P.E.
 Date: 03/23/23 Lic. No. 56659

ENGINEERS SURVEYORS DESIGNERS PLANNERS

SATHRE-BERGQUIST, INC.
 14000 25TH AVE N STE 120 PLYMOUTH, MN, 55447 (952) 476-6000

CITY PROJECT NO. ---

NORTH OAKS, MINNESOTA

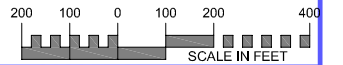
PRELIMINARY SANITARY SEWER & WATERMAIN PLAN

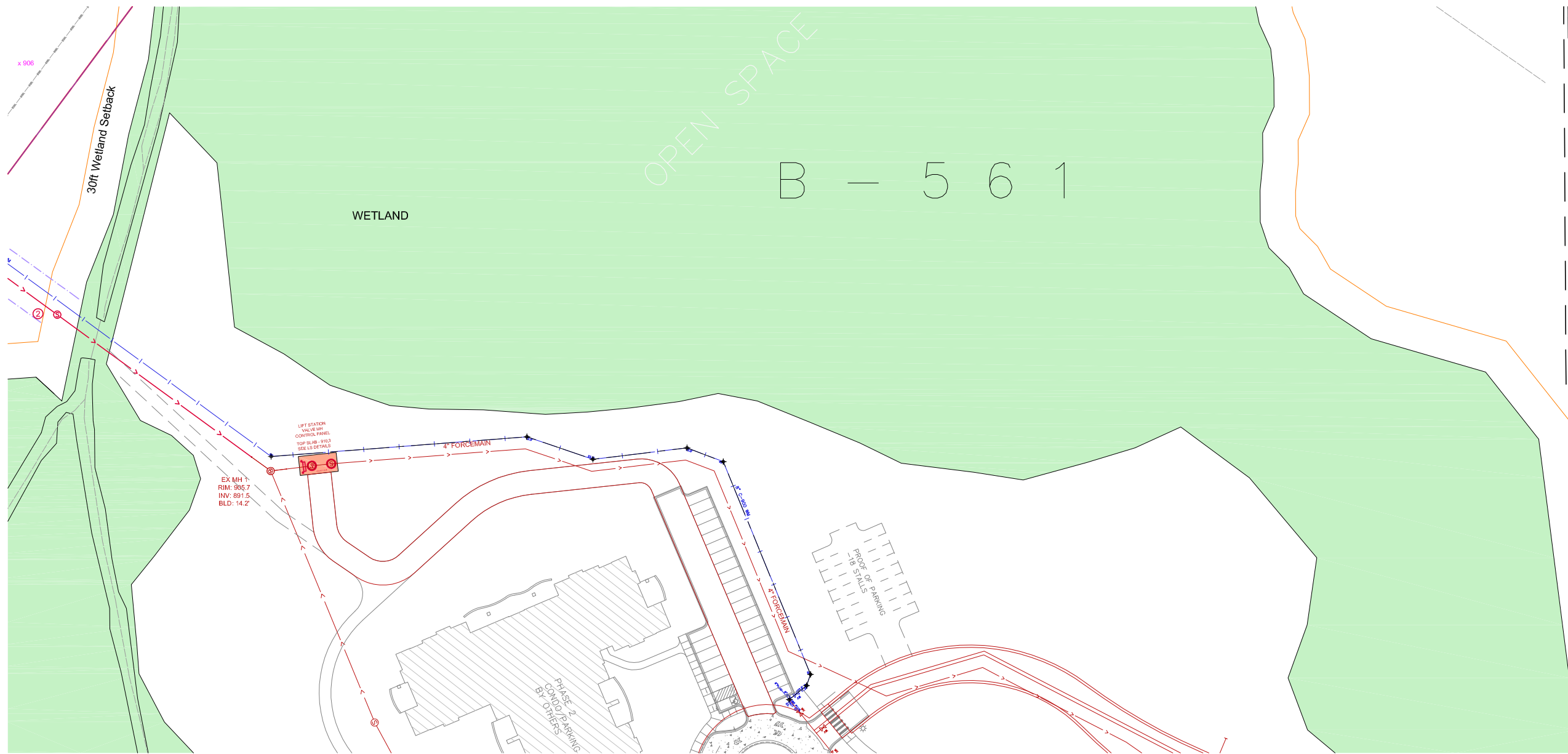
RED FOREST WAY SOUTH - PHASE 2

NORTH OAKS

FILE NO. 64500-024

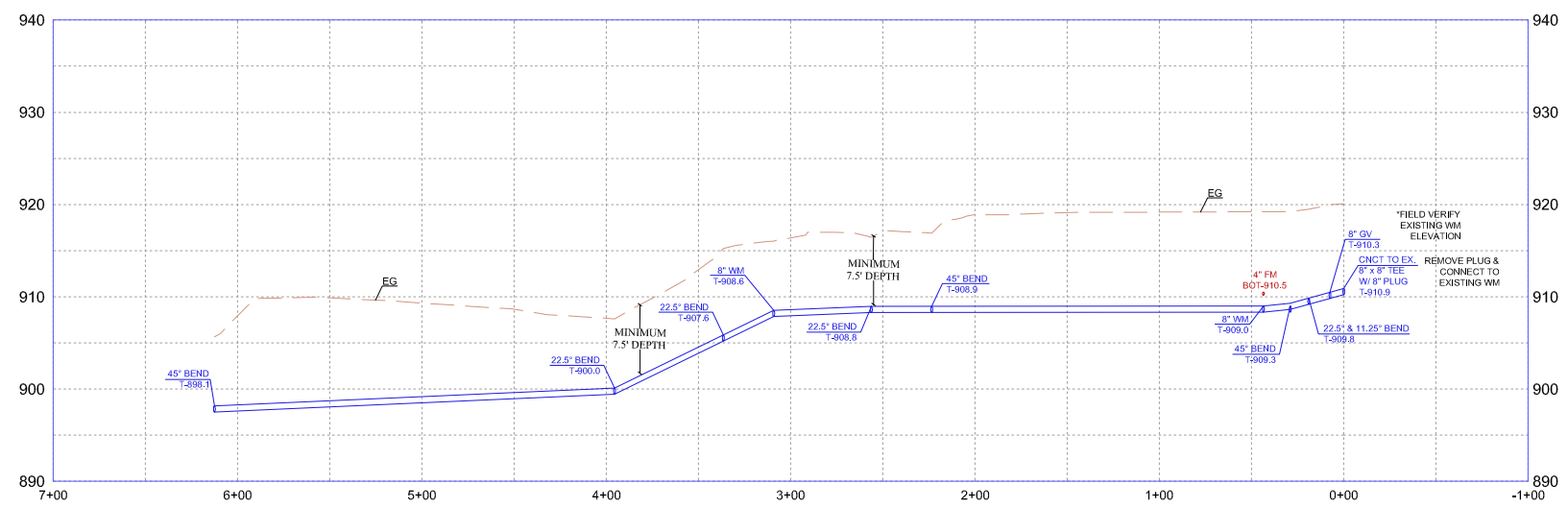
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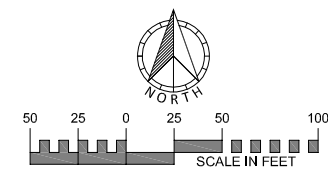


LEGEND		
DESCRIPTION	PROPOSED	EXISTING
BUILDING SETBACK LINE	BSBL	BSBL
GARAGE SETBACK LINE	GSBL	GSBL
PARCEL BOUNDARY LINE		
DRAINAGE AND UTILITY EASEMENTS		
CURB AND GUTTER		
ROADWAY EASEMENT		
SAN/WM SERVICE		
BACKYARD CATCH BASIN		
CATCH BASIN		
STORM SEWER MANHOLE		
FLARED END SECTION WRIP-RAP		
STORM STRUCTURE LABEL	(CB H3)	(CB H3)
SANITARY STRUCTURE LABEL	(SM)	(SM)
SANITARY SEWER MANHOLE		
WATERMAIN		
HYDRANT		
GATE VALVE		

Island Field Watermain Connection



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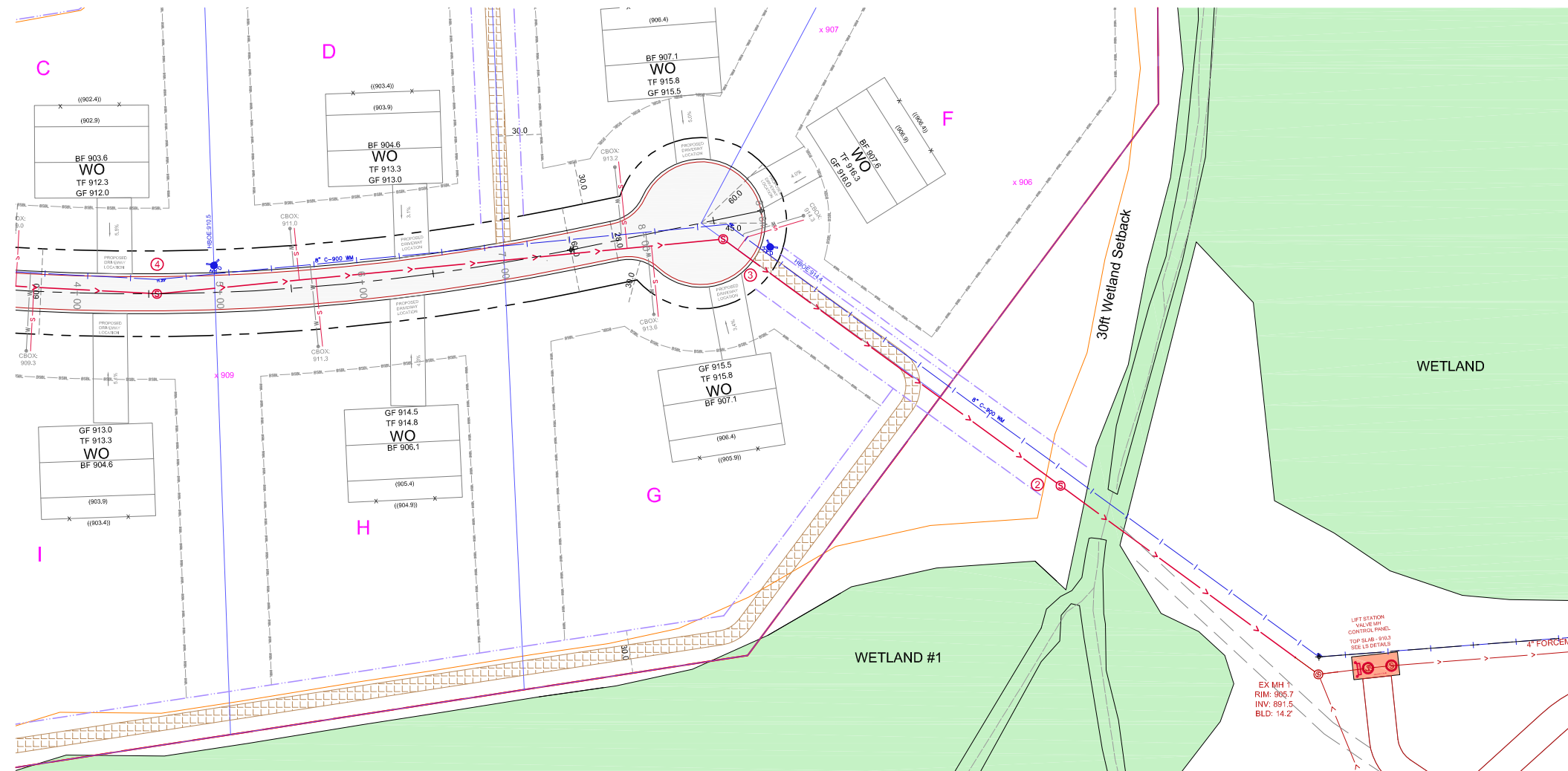
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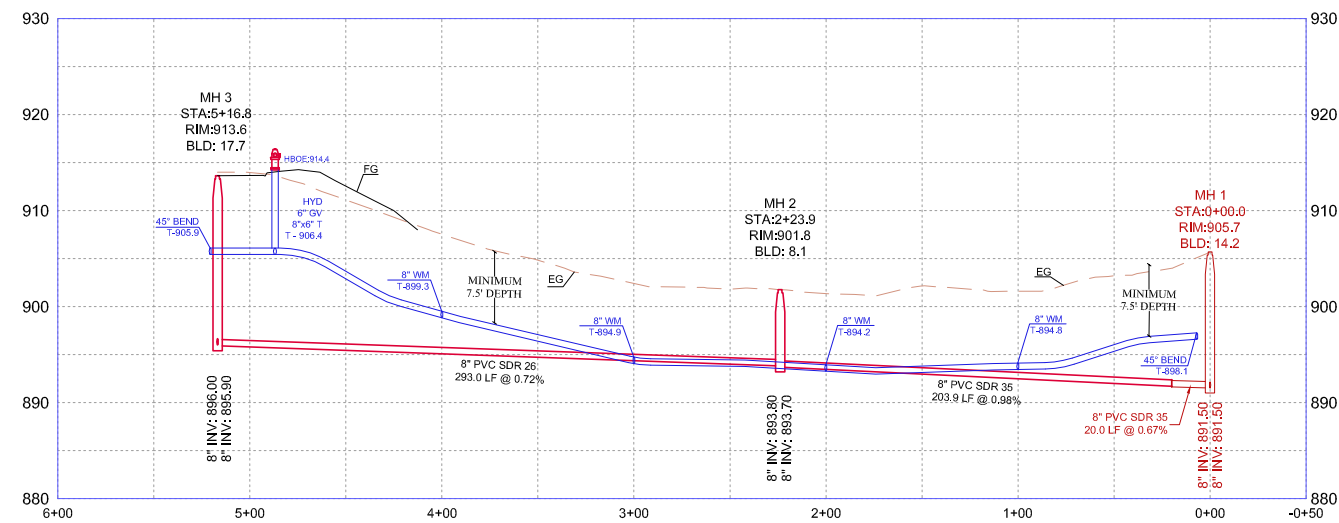
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NORTH OAKS, MINNESOTA

PRELIMINARY SANITARY SEWER & WATERMAIN PLAN
RED FOREST WAY SOUTH - PHASE 2
 NORTH OAKS

FILE NO. 64500-024
6B



LEGEND		
DESCRIPTION	PROPOSED	EXISTING
BUILDING SETBACK LINE	BSBL	BSBL
GARAGE SETBACK LINE	GSBL	GSBL
PARCEL BOUNDARY LINE		
DRAINAGE AND UTILITY EASEMENTS		
CURB AND GUTTER		
ROADWAY EASEMENT		
SAN/WM SERVICE		
BACKYARD CATCH BASIN		
CATCH BASIN		
STORM SEWER MANHOLE		
FLARED END SECTION WRIP-RAP		
STORM STRUCTURE LABEL	(CB H3)	(CB H3)
SANITARY STRUCTURE LABEL		
SANITARY SEWER MANHOLE		
WATERMAIN		
HYDRANT		
GATE VALVE		



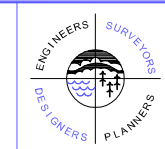
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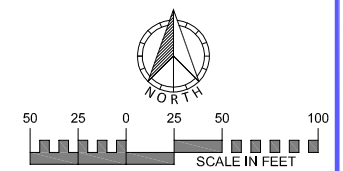
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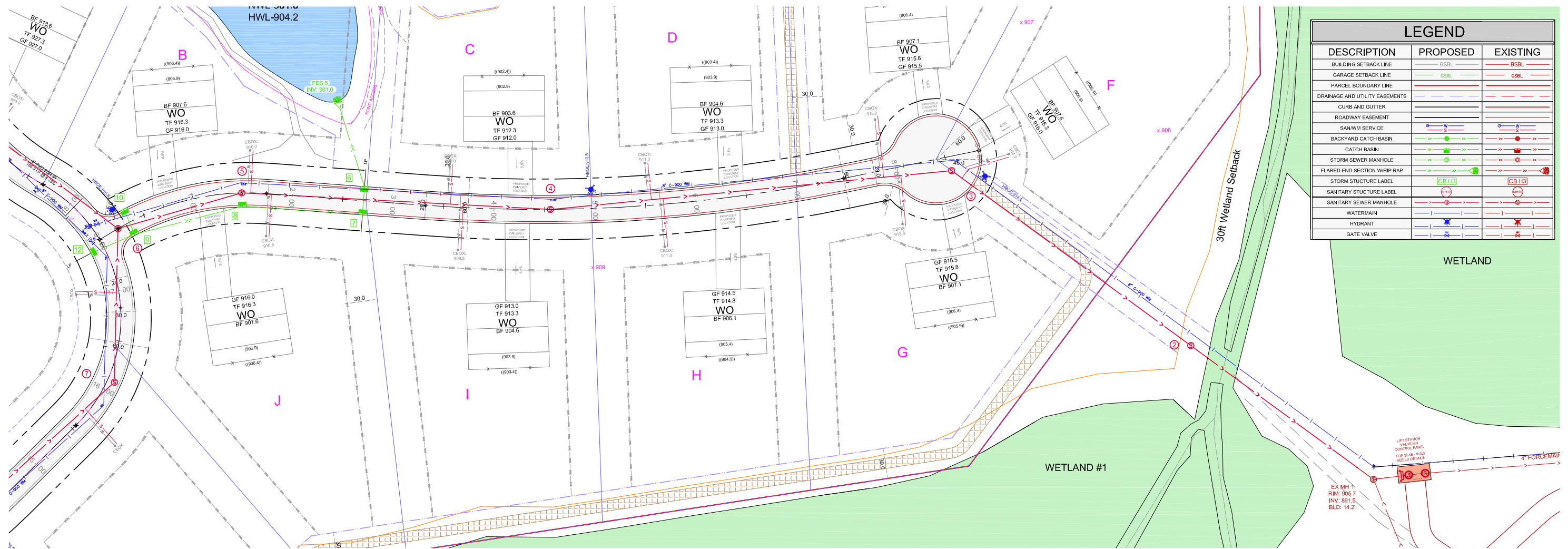
CITY PROJECT NO.

NORTH OAKS, MINNESOTA

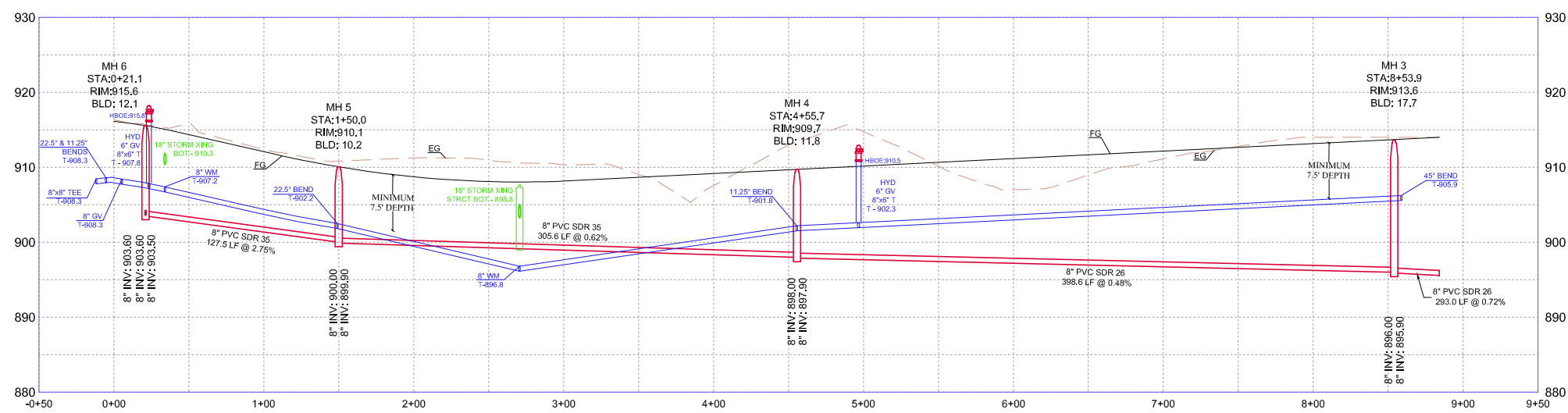
PRELIMINARY SANITARY SEWER & WATERMAIN PLAN
RED FOREST WAY SOUTH - PHASE 2
 NORTH OAKS

FILE NO.
 64500-024
6C





LEGEND		
DESCRIPTION	PROPOSED	EXISTING
BUILDING SETBACK LINE	BSBL	BSBL
GARAGE SETBACK LINE	GSBL	GSBL
PARCEL BOUNDARY LINE	PSBL	PSBL
DRAINAGE AND UTILITY EASEMENTS		
CURB AND GUTTER		
ROADWAY EASEMENT		
SANIWM SERVICE		
BACKYARD CATCH BASIN		
CATCH BASIN		
STORM SEWER MANHOLE		
FLARED END SECTION WRIP-RAP		
STORM STRUCTURE LABEL	C-B H3	C-B H3
SANITARY STRUCTURE LABEL		
SANITARY SEWER MANHOLE		
WATERMAIN		
HYDRANT		
GATE VALVE		



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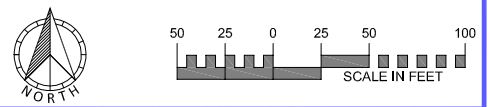
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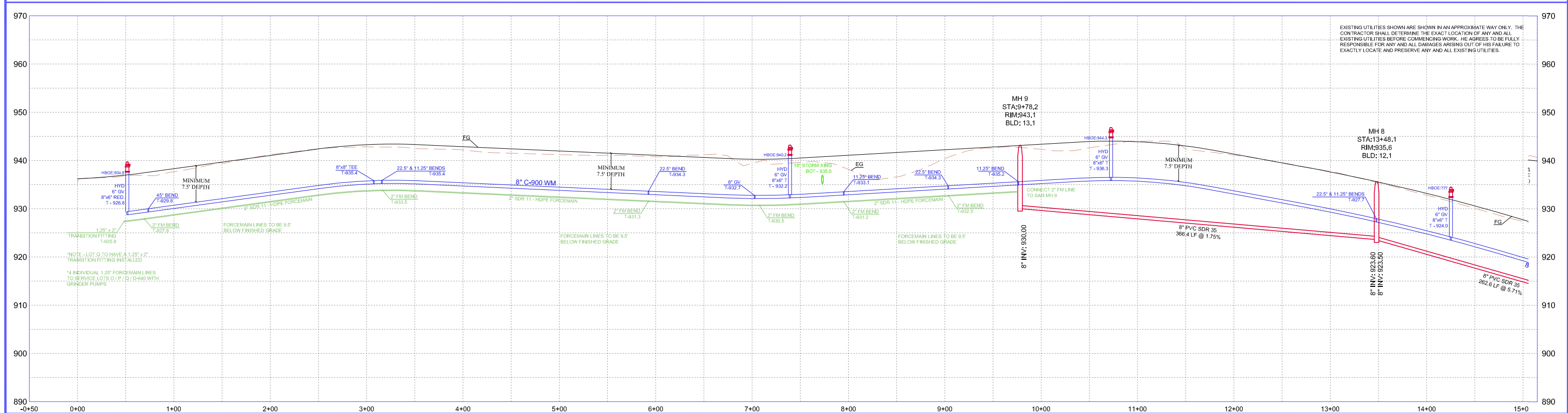
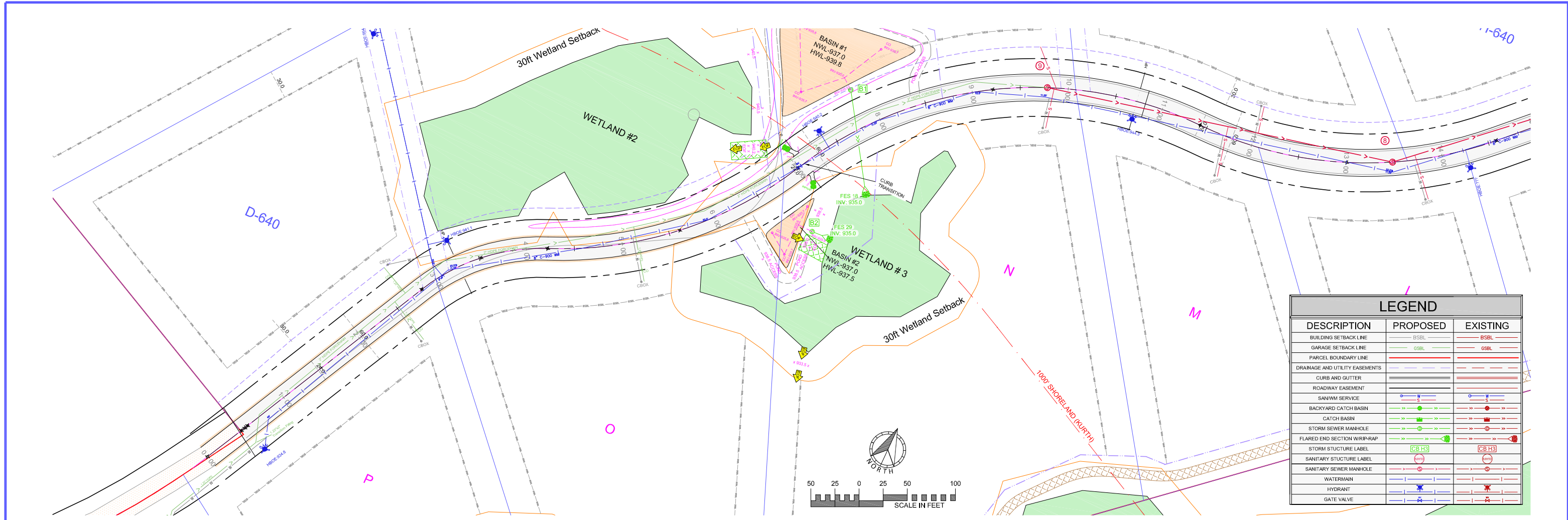
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CITY PROJECT NO.
 NORTH OAKS, MINNESOTA

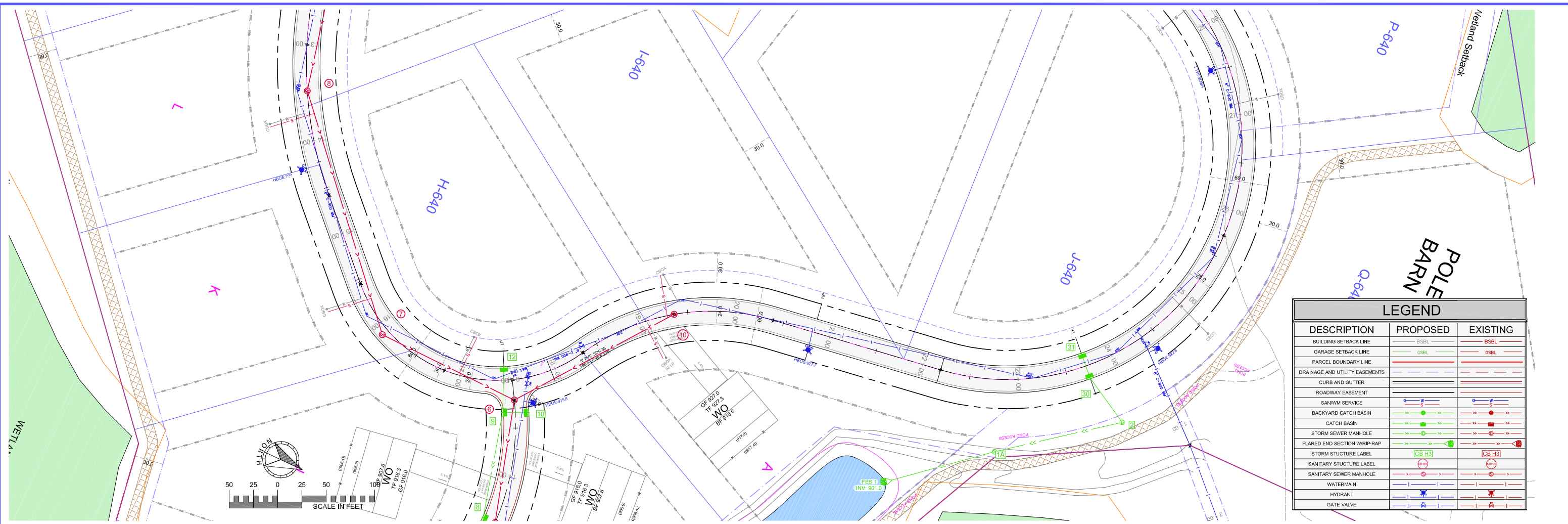
PRELIMINARY SANITARY SEWER & WATERMAIN PLAN
RED FOREST WAY SOUTH - PHASE 2
 NORTH OAKS



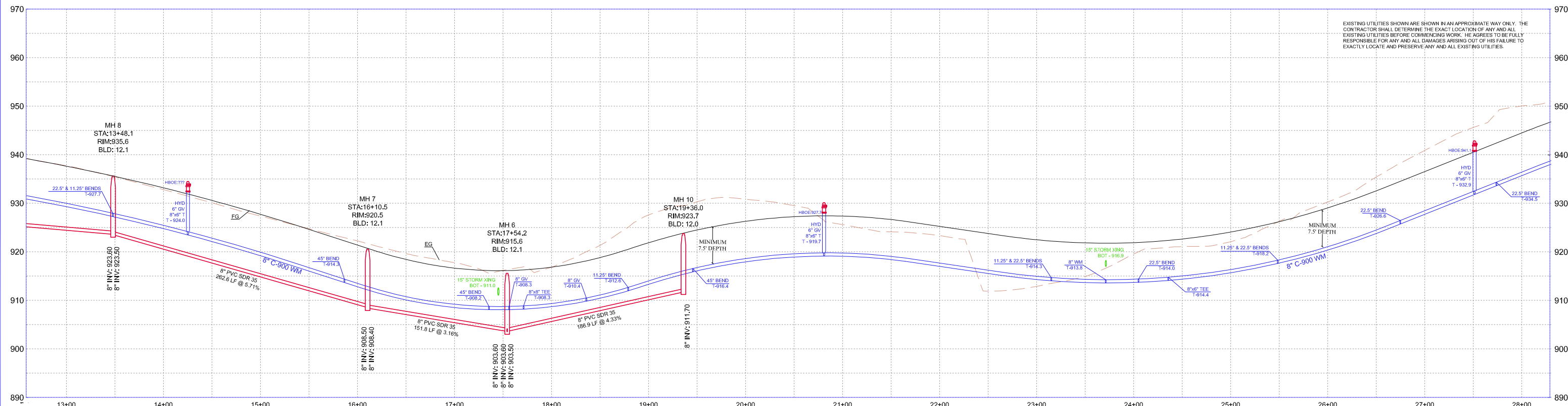
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FINAL SHEETS	01	ERJ	05/25/23	CITY ENGINEER COMMENT REVISIONS						
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DATE										



LEGEND		
DESCRIPTION	PROPOSED	EXISTING
BUILDING SETBACK LINE	BSBL	BSBL
GARAGE SETBACK LINE	GSBL	GSBL
PARCEL BOUNDARY LINE		
DRAINAGE AND UTILITY EASEMENTS		
CURB AND GUTTER		
ROADWAY EASEMENT		
SAN/WM SERVICE		
BACKYARD CATCH BASIN		
CATCH BASIN		
STORM SEWER MANHOLE		
FLARED END SECTION WRIR-RAP		
STORM STRUCTURE LABEL	(CB H)	(CB H)
SANITARY STRUCTURE LABEL		
SANITARY SEWER MANHOLE		
WATERMAIN		
HYDRANT		
GATE VALVE		



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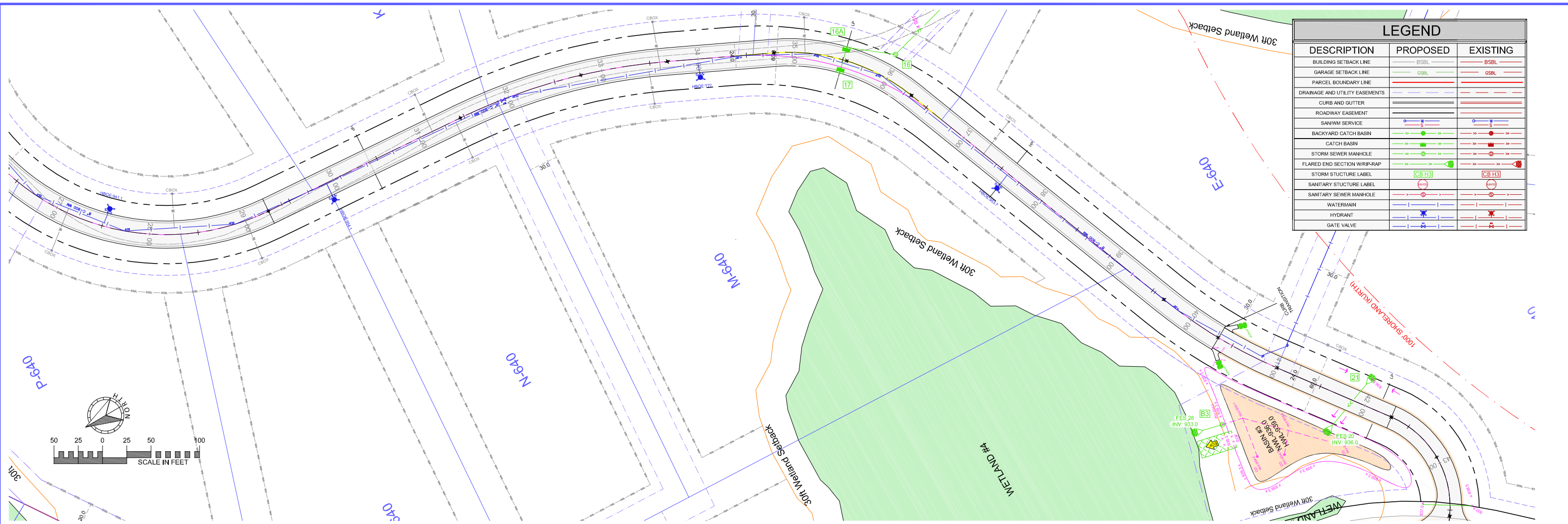
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CITY PROJECT NO. ---

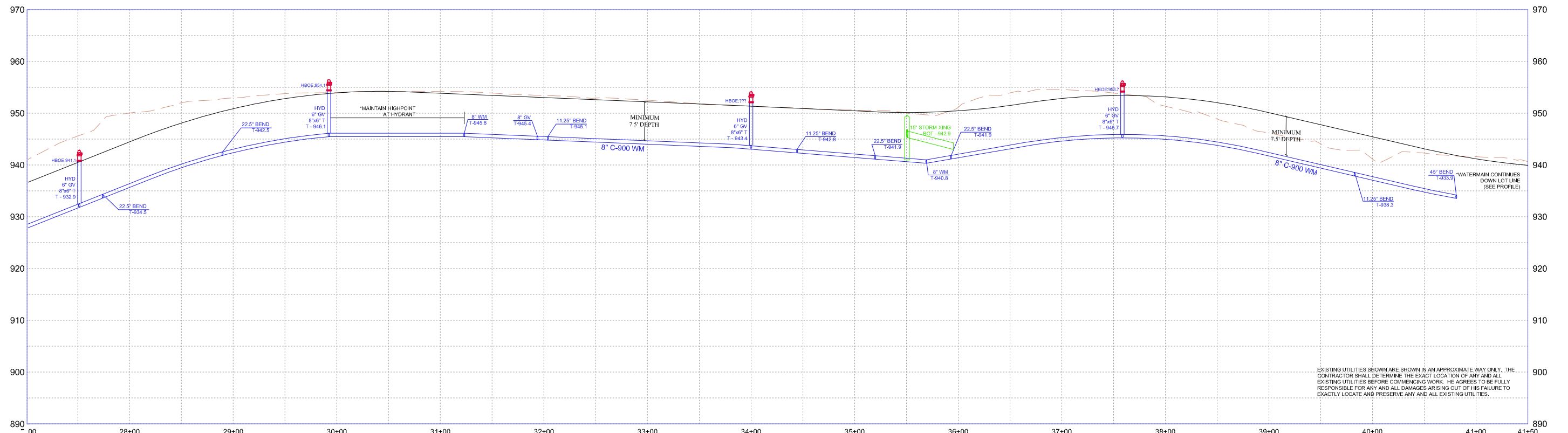
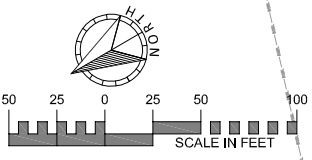
PRELIMINARY SANITARY SEWER & WATERMAIN PLAN
RED FOREST WAY SOUTH - PHASE 2
 NORTH OAKS

FILE NO. 64500-024
6F

7132



LEGEND		
DESCRIPTION	PROPOSED	EXISTING
BUILDING SETBACK LINE	BSBL	BSBL
GARAGE SETBACK LINE	GSBL	GSBL
PARCEL BOUNDARY LINE		PSBL
DRAINAGE AND UTILITY EASEMENTS		DE
CURB AND GUTTER		CG
ROADWAY EASEMENT		RE
SANWM SERVICE	S	S
BACKYARD CATCH BASIN	BCB	BCB
CATCH BASIN	C	C
STORM SEWER MANHOLE	SM	SM
FLARED END SECTION WRAP-RAP	FES	FES
STORM STRUCTURE LABEL	(CB H3)	(CB H3)
SANITARY STRUCTURE LABEL	(S)	(S)
SANITARY SEWER MANHOLE	SSM	SSM
WATERMAIN	WM	WM
HYDRANT	H	H
GATE VALVE	G	G



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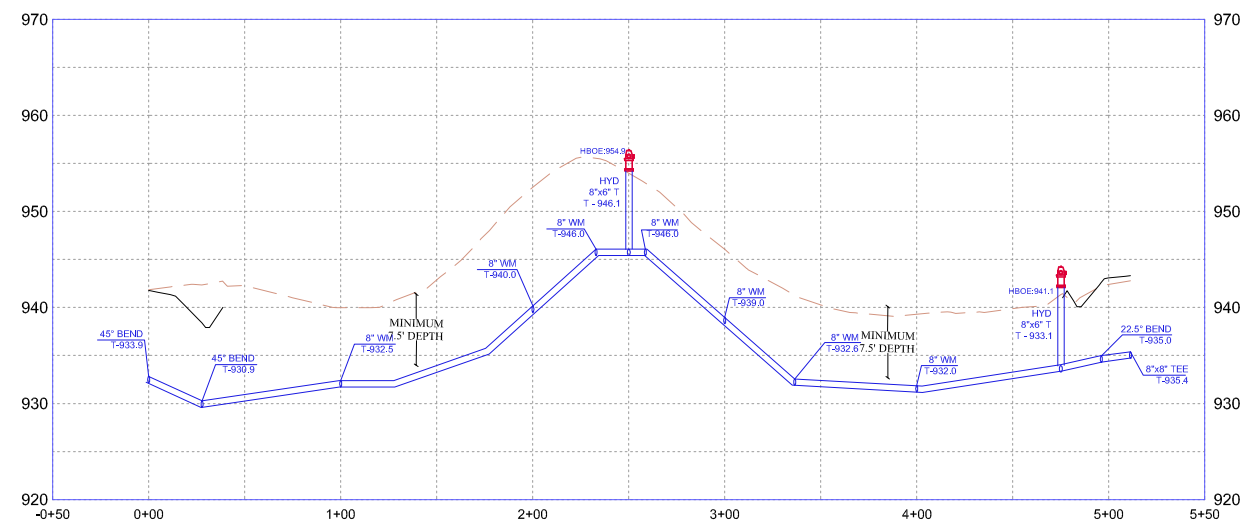
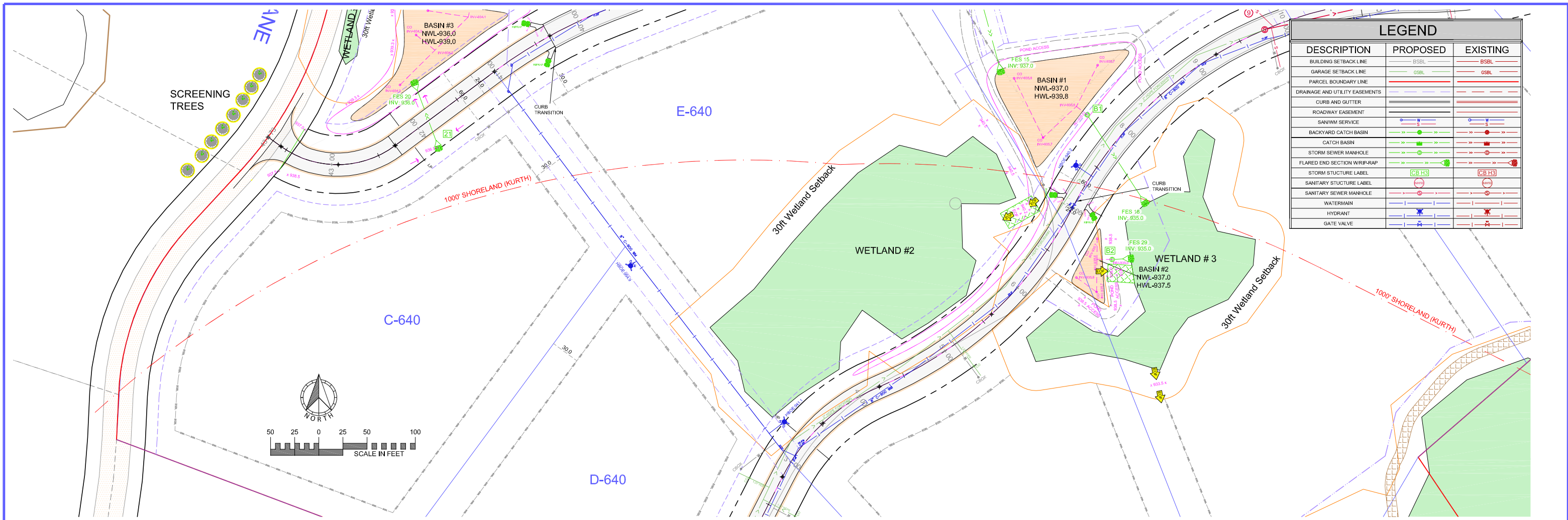
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ENGINEERS SURVEYORS
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CITY PROJECT NO. ---

PRELIMINARY WATERMAIN PLAN
RED FOREST WAY SOUTH - PHASE 2
NORTH OAKS

FILE NO. 64500-024
6G
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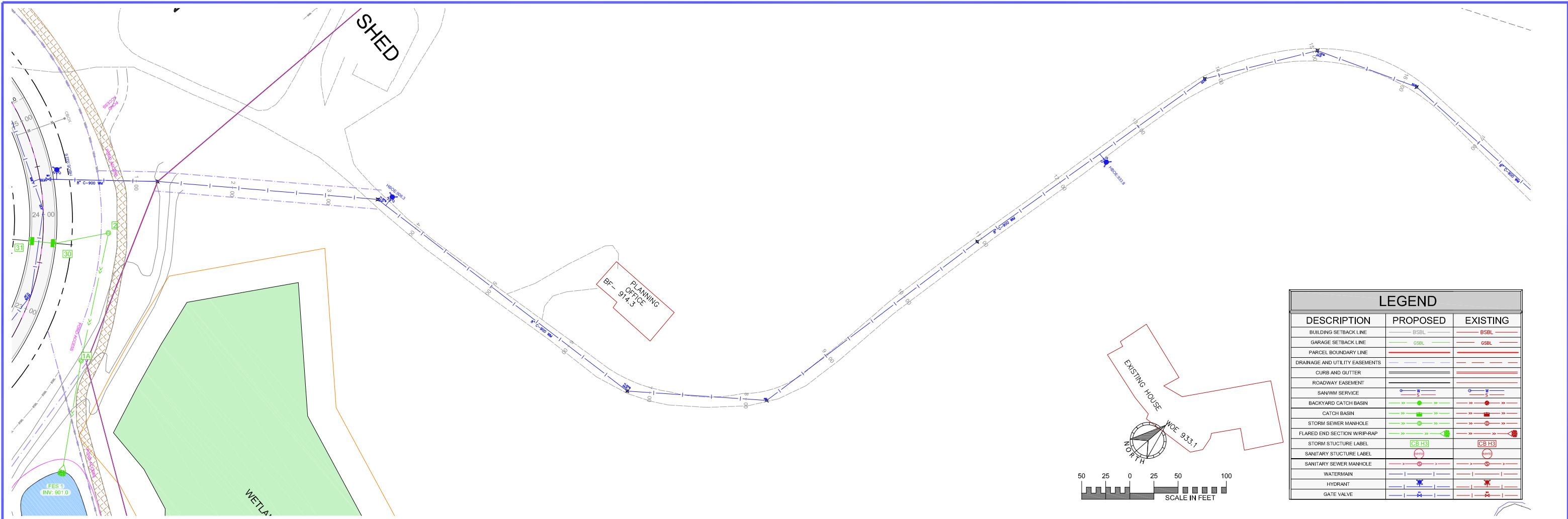
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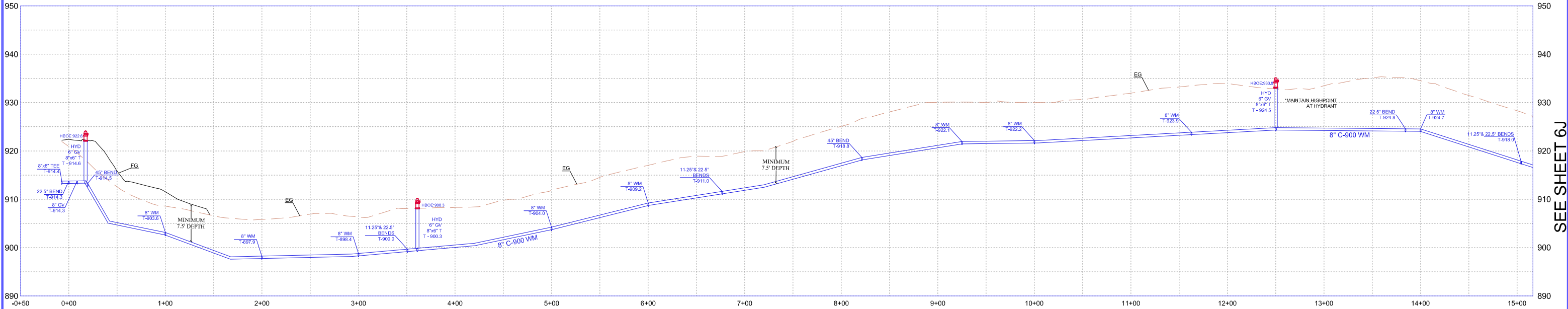
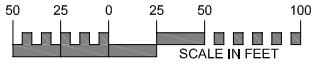
CITY PROJECT NO. ---

PRELIMINARY WATERMAIN PLAN
RED FOREST WAY SOUTH - PHASE 2
NORTH OAKS

FILE NO. 64500-024
6H
 7134



LEGEND		
DESCRIPTION	PROPOSED	EXISTING
BUILDING SETBACK LINE	BSBL	BSBL
GARAGE SETBACK LINE	GSBL	GSBL
PARCEL BOUNDARY LINE	CSBL	CSBL
DRAINAGE AND UTILITY EASEMENTS		
CURB AND GUTTER		
ROADWAY EASEMENT		
SANWM SERVICE		
BACKYARD CATCH BASIN		
CATCH BASIN		
STORM SEWER MANHOLE		
FLARED END SECTION WRAP-RAP		
STORM STRUCTURE LABEL	CB H3	CB H3
SANITARY STRUCTURE LABEL		
SANITARY SEWER MANHOLE		
WATERMAIN		
HYDRANT		
GATE VALVE		



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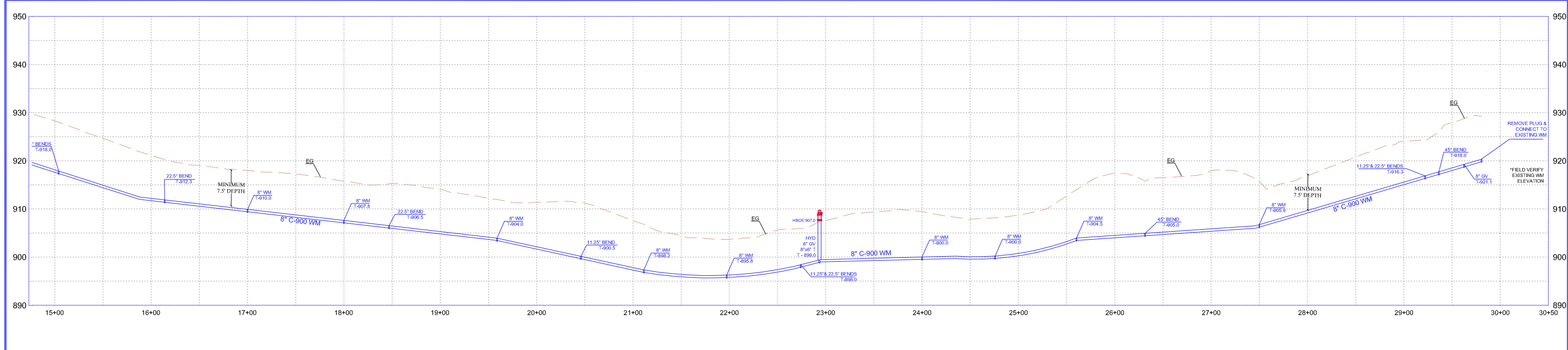
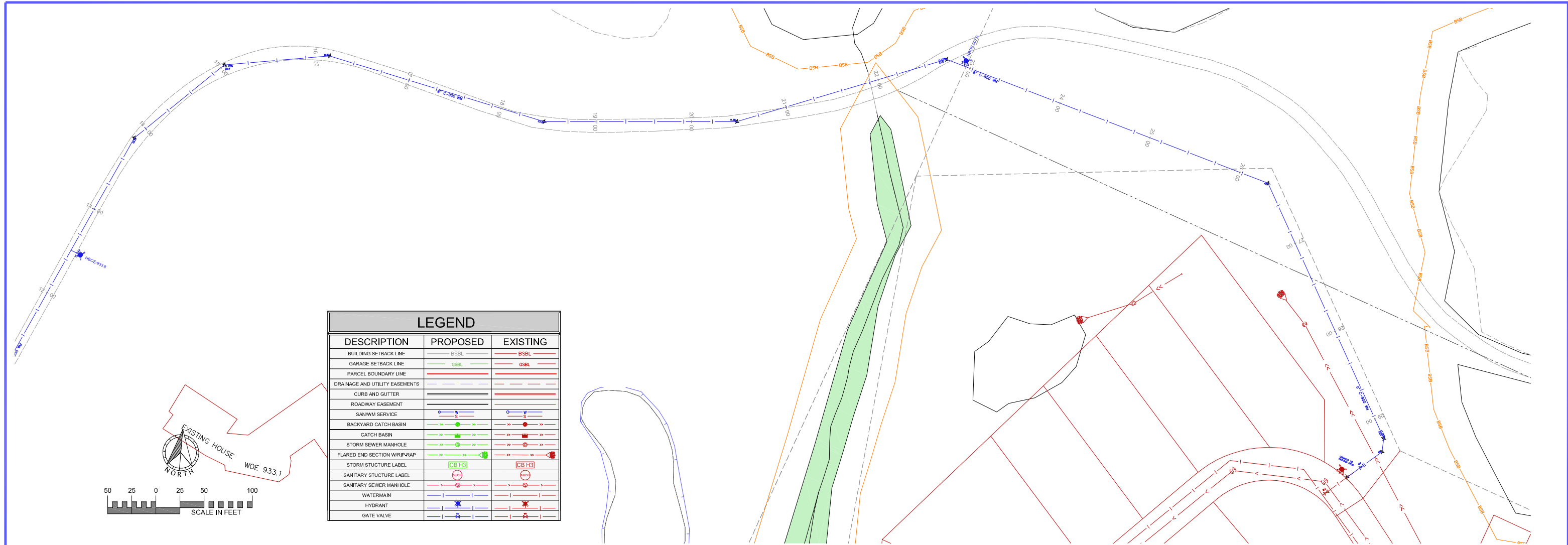
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SATHRE-BERGQUIST, INC.
 14000 25TH AVE N STE 120 PLYMOUTH, MN, 55447 (952) 476-6000

CITY PROJECT NO. ---

PRELIMINARY WATERMAIN PLAN
RED FOREST WAY SOUTH - PHASE 2
 NORTH OAKS

FILE NO. 64500-024
61
 135



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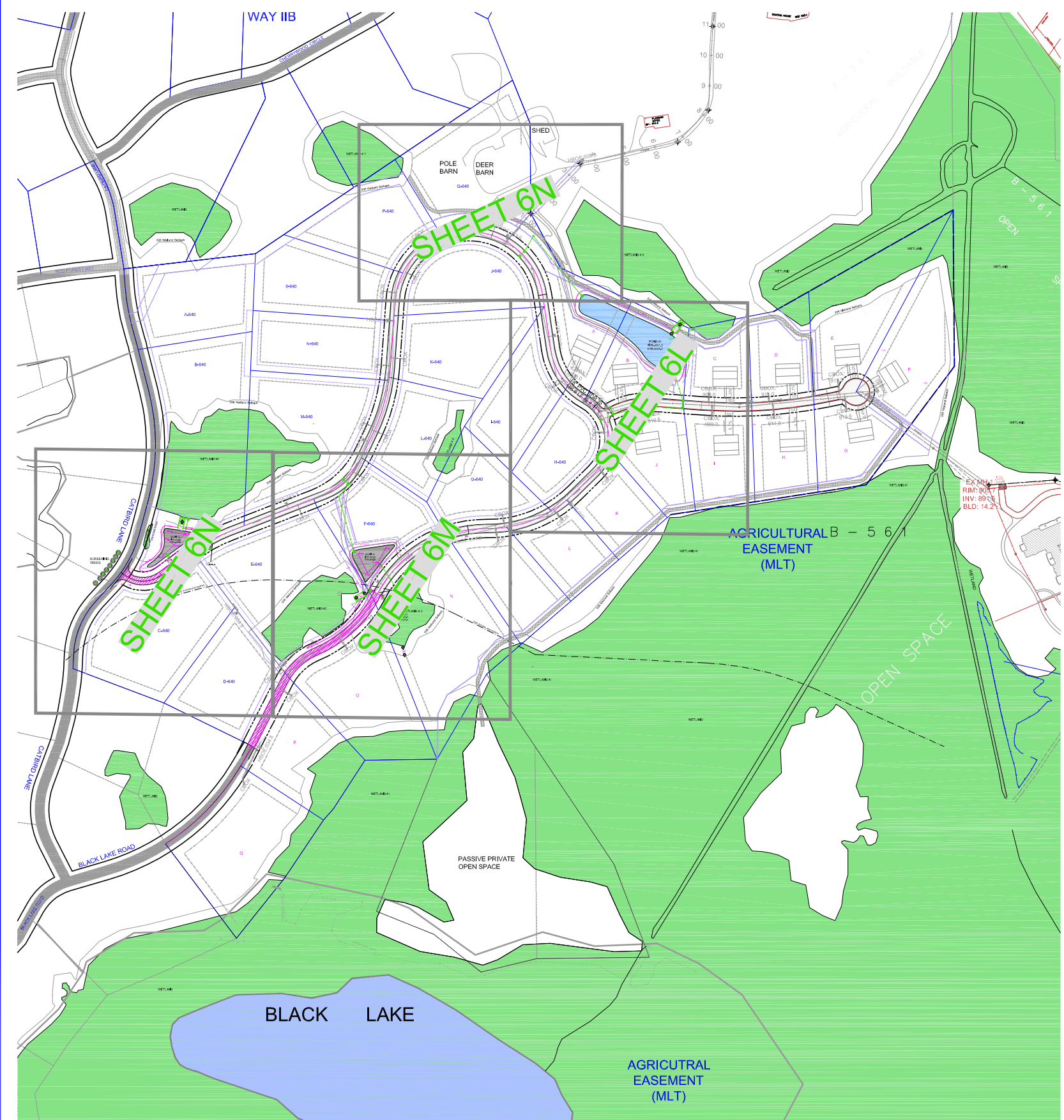
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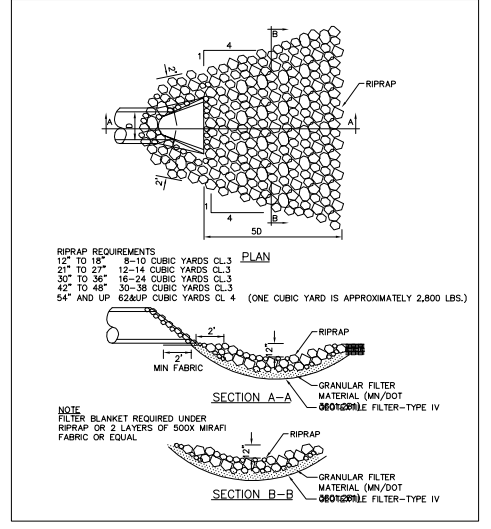
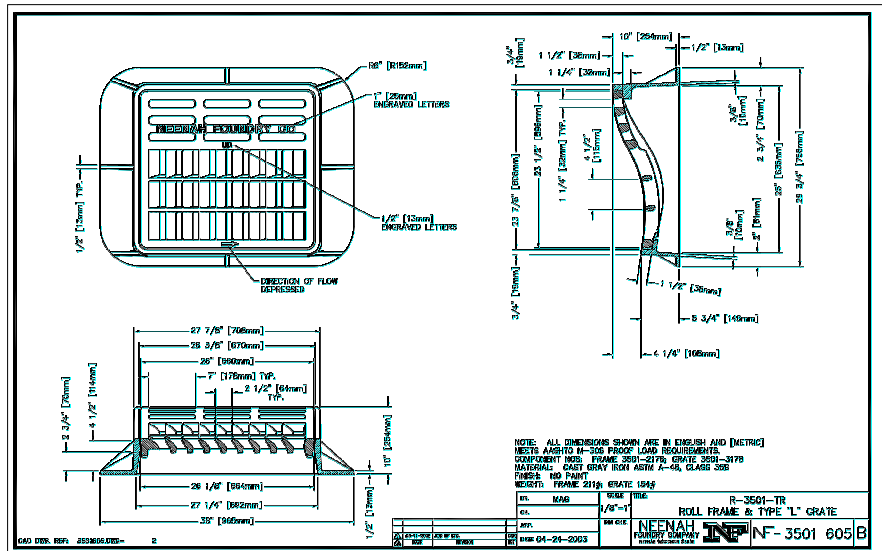
PRELIMINARY WATERMAIN PLAN
RED FOREST WAY SOUTH - PHASE 2
 NORTH OAKS

FILE NO. 64500-024
6J



LEGEND		
DESCRIPTION	PROPOSED	EXISTING
BUILDING SETBACK LINE	BSDL	BSDL
GARAGE SETBACK LINE	GSDL	GSDL
PARCEL BOUNDARY LINE	CSBL	CSBL
DRAINAGE AND UTILITY EASEMENTS		
CURB AND GUTTER		
ROADWAY EASEMENT		
SAN/M SERVICE		
BACKYARD CATCH BASIN		
CATCH BASIN		
STORM SEWER MANHOLE		
FLARED END SECTION WRIP-RAP		
STORM STRUCTURE LABEL	CB H3	CB H3
SANITARY STRUCTURE LABEL		
SANITARY SEWER MANHOLE		
WATERMAIN		
HYDRANT		
GATE VALVE		

- STORM SEWER NOTES:**
- 4" DRAINTILE (W/SOCK) SHALL BE INSTALLED AT THE LOWPOINT CATCH BASINS 50' MIN. (STD) IN EACH DIRECTION & 100' IN THE UPHILL DIRECTION FOR ON SLOPE CATCH BASINS.
 - TIE THE LAST 6 PIPE JOINTS TO FLARED END SECTIONS (TYPICAL).
 - TRASH GUARDS SHALL BE PLACED ON ALL FLARED END SECTIONS 24" OR LARGER. THERE ARE NO TRASH GUARDS ON 12" THROUGH 21" F.E.S.'S.
 - TIE ALL PIPE JOINTS IN AND OUT OF ALL OUTLET STRUCTURES.
 - EXTERIOR CHIMNEY SEALS TO BE INSTALLED ON STORM SEWER STRUCTURES
 - WIMCO'S OR APPROVED EQUAL TO BE INSTALLED AT ALL STORM INLETS.
 - RIP-RAP FOR STORM SEWER SHALL BE CLASS 3 AND SHALL BE HAND PLACED.
 - WET BASIN TO BE CLAY LINED. (2" MINIMUM CLAY LINER)
 - ALL ADJUSTING RINGS TO BE HDPE.
 - SAND FILTER AND DRAINTILE FOR THE FILTER BASIN SHALL BE INSTALLED AFTER FINAL STABILIZATION.
 - OUTLET CONTROL STRUCTURE GRATE TO BE GALVANIZED GRATE (SPLIT) 4" X 4" OPENINGS.



STRUCTURE TABLE							
STRUCTURE NAME	TYPE	DIAMETER	RIM	BUILD	INV	CASTING	NOTES
1A	CBMH	48.0"	907.7	3.1'	904.6	R-4342	
2	CBMH	48.0"	911.5	4.0'	907.5	R-4342	
6	CBMH	48.0"	907.6	8.3'	899.3	R-3501	4' SUMP
7	CBMH	48.0"	907.6	4.1'	903.5	R-3501	
8	CBMH	48.0"	909.6	4.0'	905.6	R-3501	
9	CBMH	48.0"	914.6	4.5'	910.1	R-3501	
10	CB	2'x3'	914.6	4.0'	910.6	R-3501	
12	CB	2'x3'	915.5	4.0'	911.5	R-3501	
16	CBMH	48.0"	950.1	11.1'	939.0	R-4342	
16A	CBMH	48.0"	949.6	8.3'	941.3	R-3501	4' SUMP
17	CB	2'x3'	949.6	4.0'	945.6	R-3501	
30	CBMH	48.0"	921.4	12.4'	909.0	R-3501	4' SUMP
31	CB	2'x3'	921.3	4.0'	917.3	R-3501	

FES TABLE				
Structure Name	TYPE	SIZE (IN.)	INV	C.Y. RIP RAP
1	FES	18	901.0	8
5	FES	18	901.0	8
15	FES	18	937.0	8
18	FES	18	935.0	8
20	FES	15	936.0	8
21	FES	15	936.5	8
26	FES	18	899.5	8
28	FES	18	933.0	8
29	FES	18	935.0	8

OUTLET STRUCTURE TABLE			
Structure Name	TYPE	INV	DETAIL
27	OCS	899.0 900.00	SEE STRUCTURE DETAIL
B1	OCS	935.50	SEE STRUCTURE DETAIL
B2	OCS	935.50	SEE STRUCTURE DETAIL
B3	OCS	934.00	SEE STRUCTURE DETAIL

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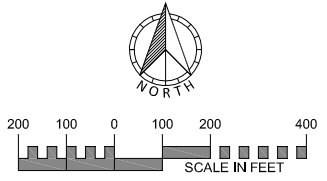
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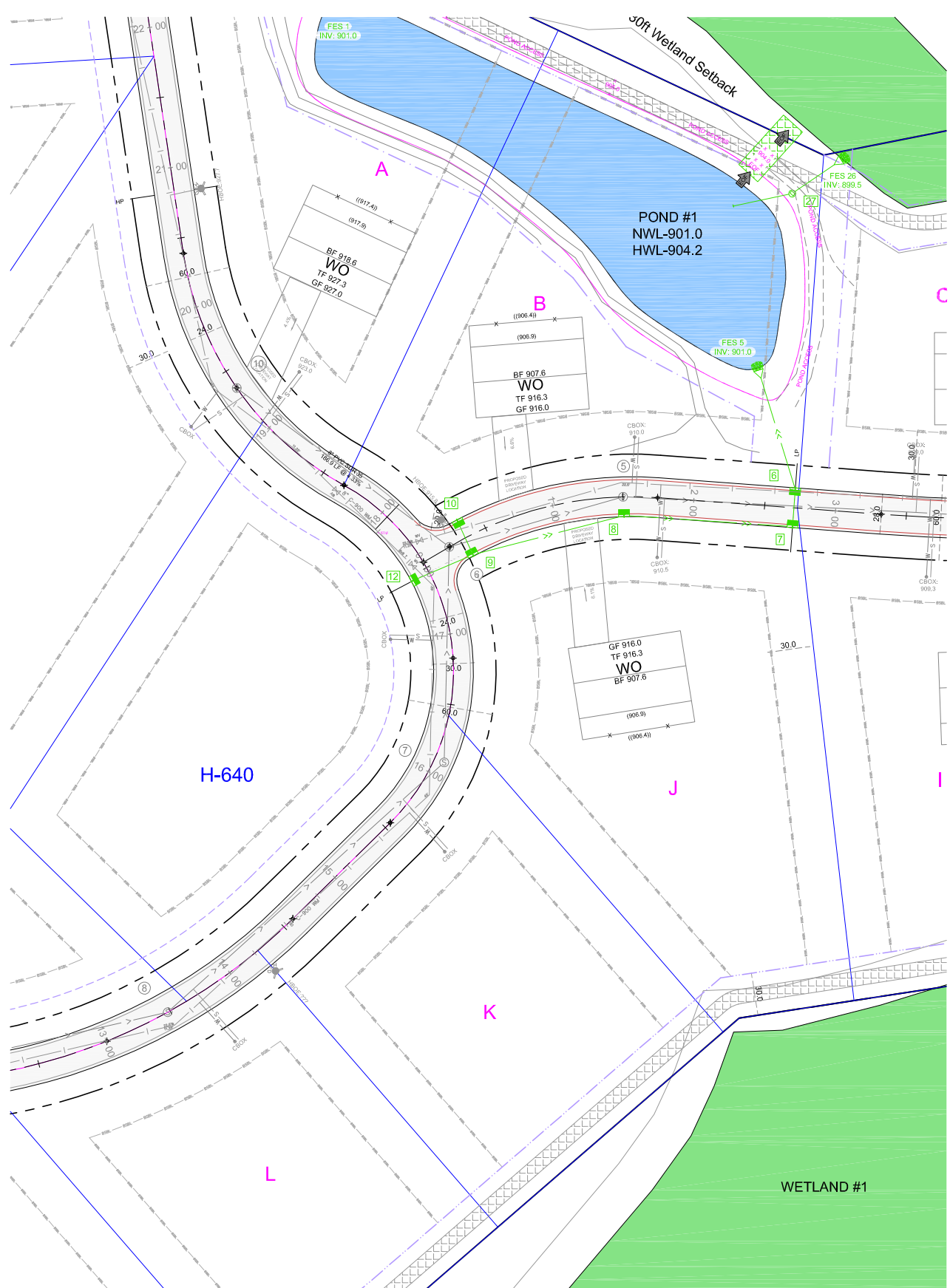
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NORTH OAKS, MINNESOTA

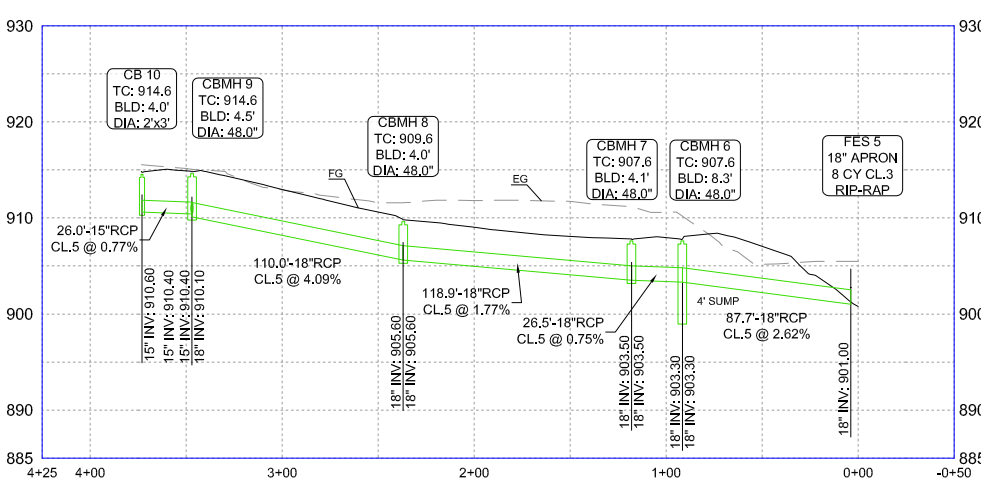
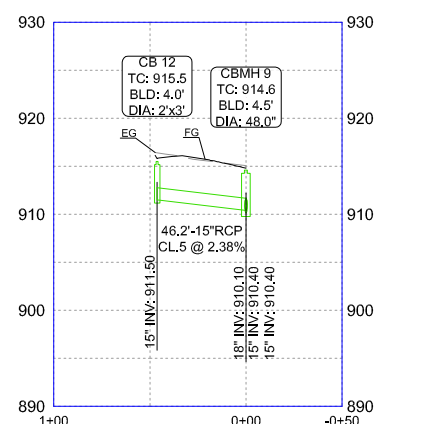
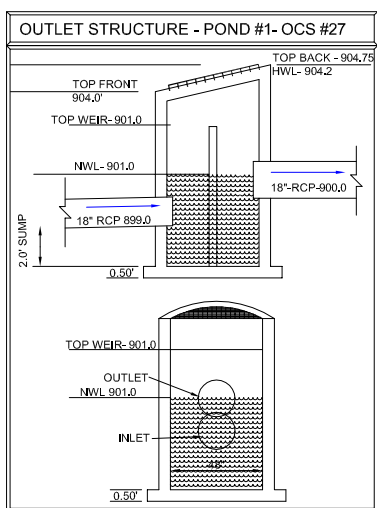
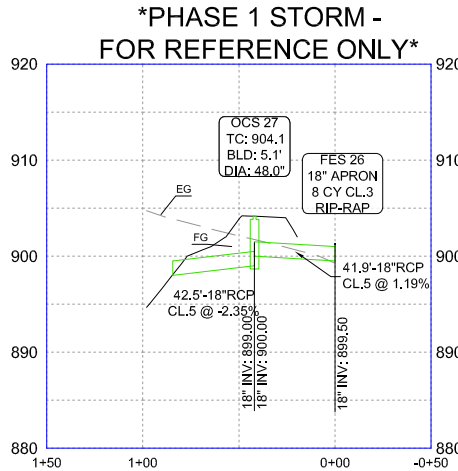
PRELIMINARY STORM SEWER PLAN
RED FOREST WAY SOUTH - PHASE 2
 NORTH OAKS

FILE NO. 64500-024
6K





LEGEND		
DESCRIPTION	PROPOSED	EXISTING
BUILDING SETBACK LINE	B'SBL	B'SBL
GARAGE SETBACK LINE	G'SBL	G'SBL
PARCEL BOUNDARY LINE		
DRAINAGE AND UTILITY EASEMENTS		
CURB AND GUTTER		
ROADWAY EASEMENT		
SANITARY SERVICE		
BACKYARD CATCH BASIN		
CATCH BASIN		
STORM SEWER MANHOLE		
FLARED END SECTION W/ RIP-RAP		
STORM STRUCTURE LABEL	CB H3	CB H3
SANITARY STRUCTURE LABEL		
SANITARY SEWER MANHOLE		
WATERMAIN		
HYDRANT		
GATE VALVE		



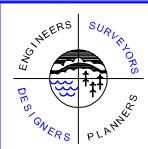
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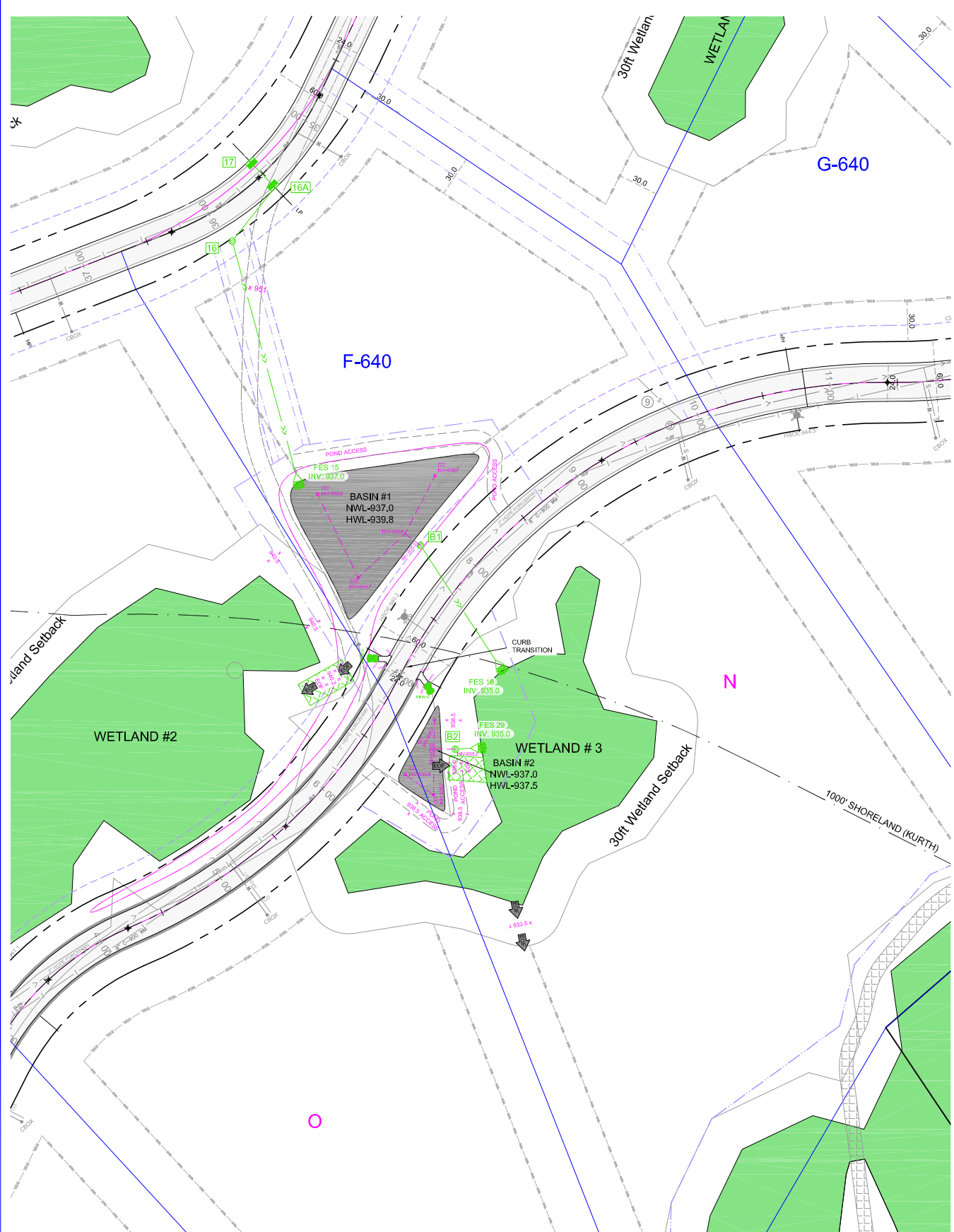
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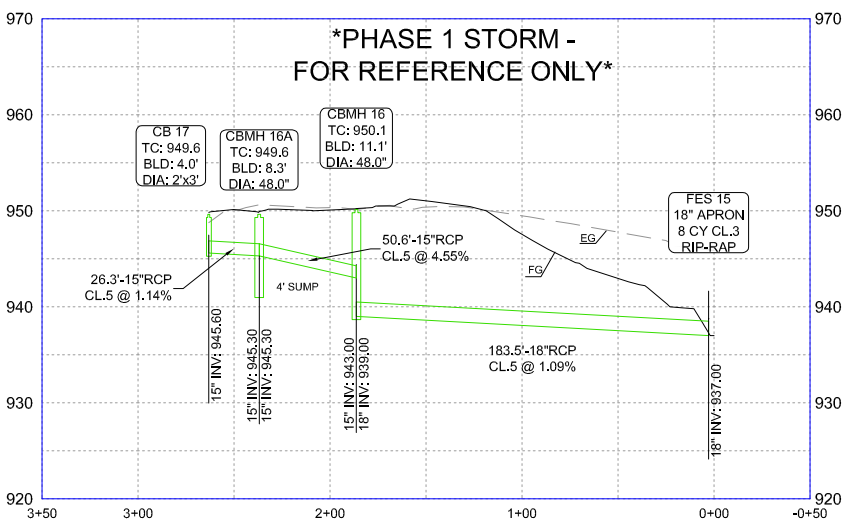
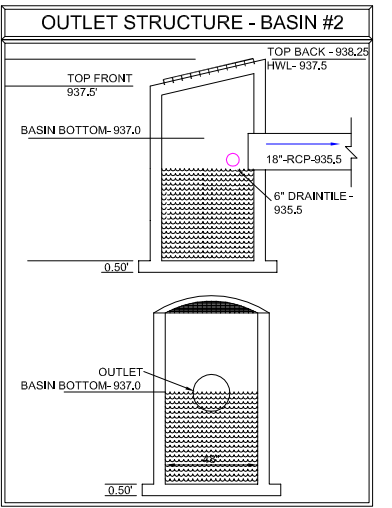
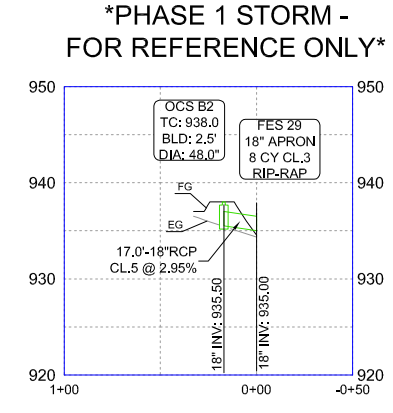
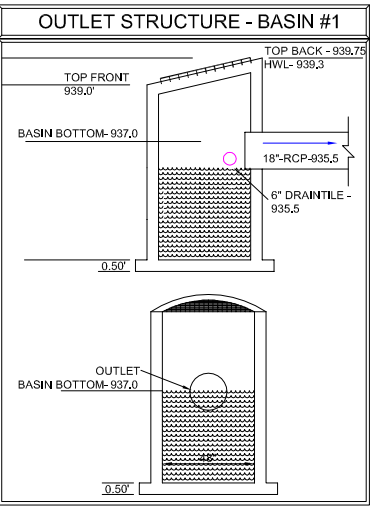
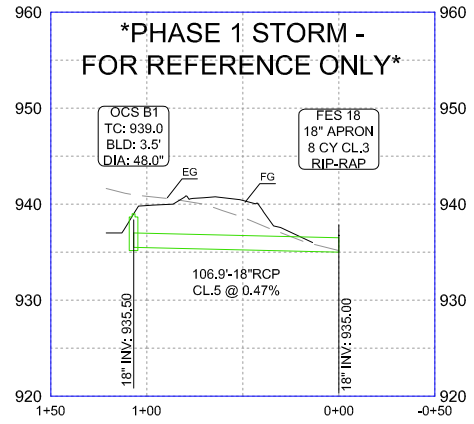
PRELIMINARY STORM SEWER PLAN
RED FOREST WAY SOUTH - PHASE 2
 NORTH OAKS

FILE NO.
 64500-024

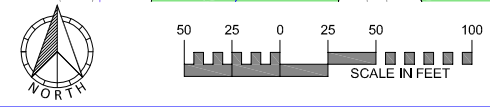
6L



LEGEND		
DESCRIPTION	PROPOSED	EXISTING
BUILDING SETBACK LINE	B'SBL	B'SBL
GARAGE SETBACK LINE	G'SBL	G'SBL
PARCEL BOUNDARY LINE		
DRAINAGE AND UTILITY EASEMENTS		
CURB AND GUTTER		
ROADWAY EASEMENT		
SANITARY SERVICE		
BACKYARD CATCH BASIN		
CATCH BASIN		
STORM SEWER MANHOLE		
FLARED END SECTION W/ RIP-RAP		
STORM STRUCTURE LABEL	CB 17	CB 17
SANITARY STRUCTURE LABEL		
SANITARY SEWER MANHOLE		
WATERMAIN		
HYDRANT		
GATE VALVE		



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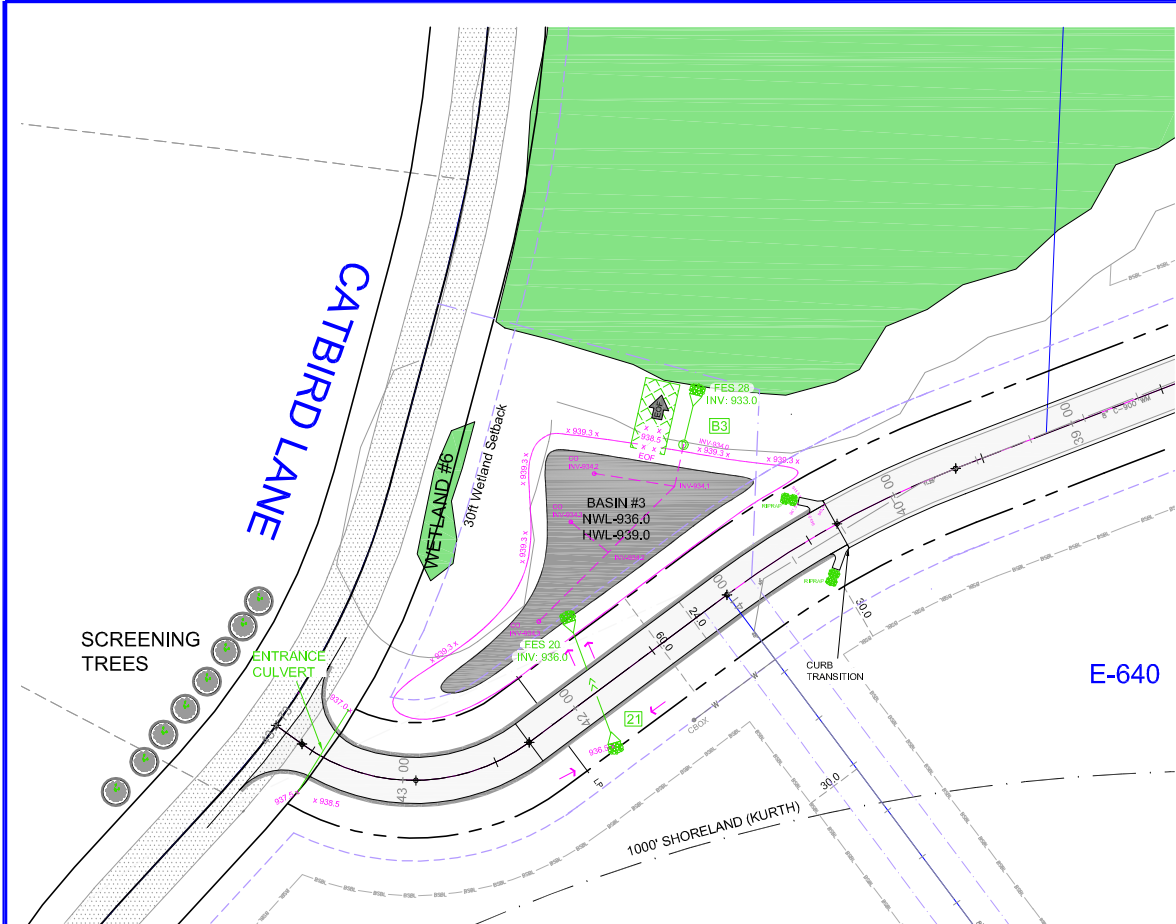
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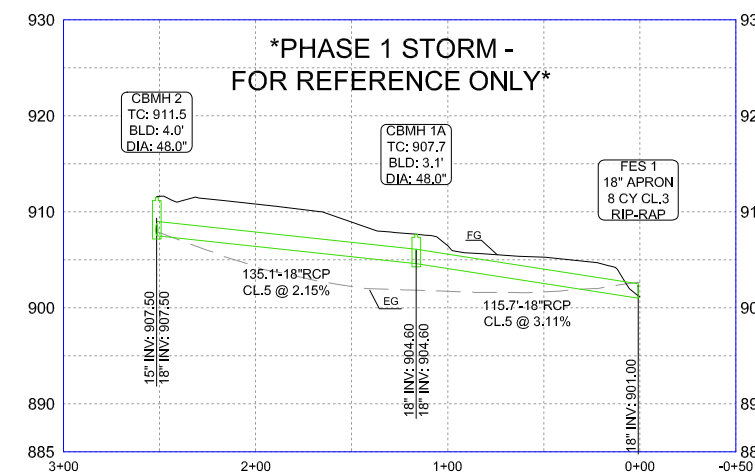
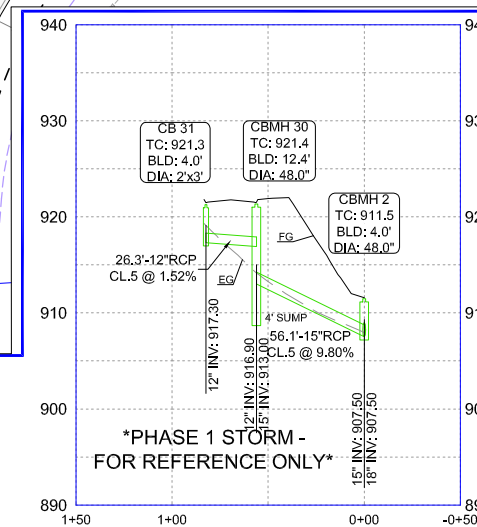
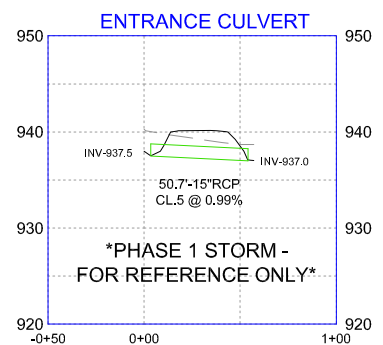
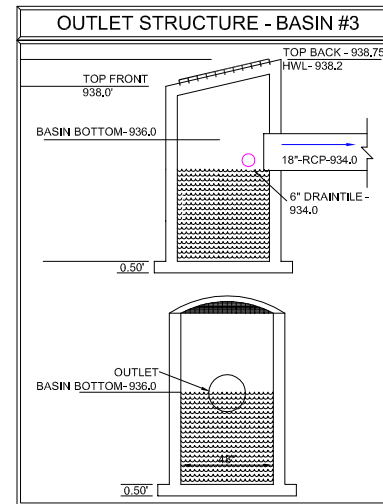
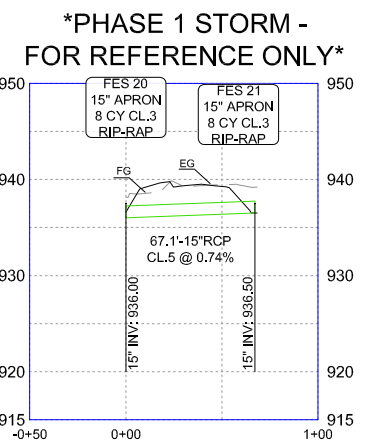
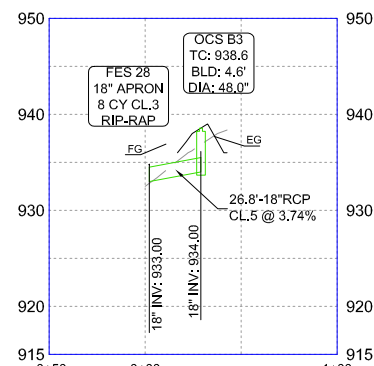
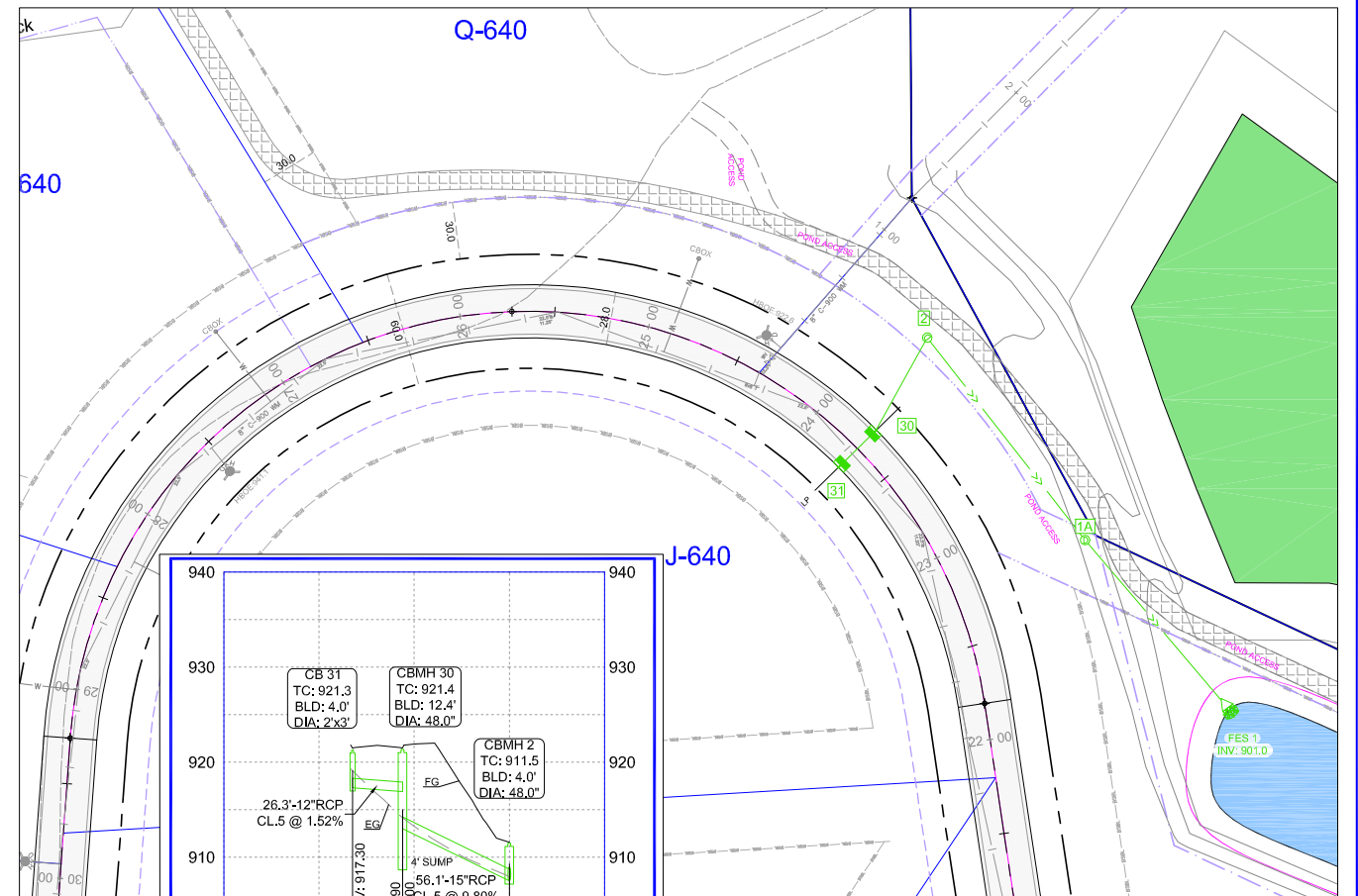
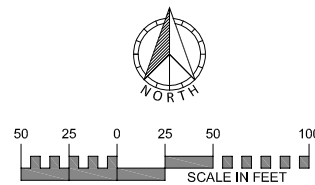
CITY PROJECT NO.
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NORTH OAKS, MINNESOTA

PRELIMINARY STORM SEWER PLAN
RED FOREST WAY SOUTH - PHASE 2
 NORTH OAKS

FILE NO.
 64500-024
6M



LEGEND		
DESCRIPTION	PROPOSED	EXISTING
BUILDING SETBACK LINE	BSBL	BSBL
GARAGE SETBACK LINE	GSBL	GSBL
PARCEL BOUNDARY LINE		
DRAINAGE AND UTILITY EASEMENTS		
CURB AND GUTTER		
ROADWAY EASEMENT		
SANITARY SERVICE		
BACKYARD CATCH BASIN		
CATCH BASIN		
STORM SEWER MANHOLE		
FLARED END SECTION WRIP-RAP		
STORM STRUCTURE LABEL	CB H3	CB H3
SANITARY STRUCTURE LABEL		
SANITARY SEWER MANHOLE		
WATERMAIN		
HYDRANT		
GATE VALVE		



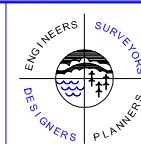
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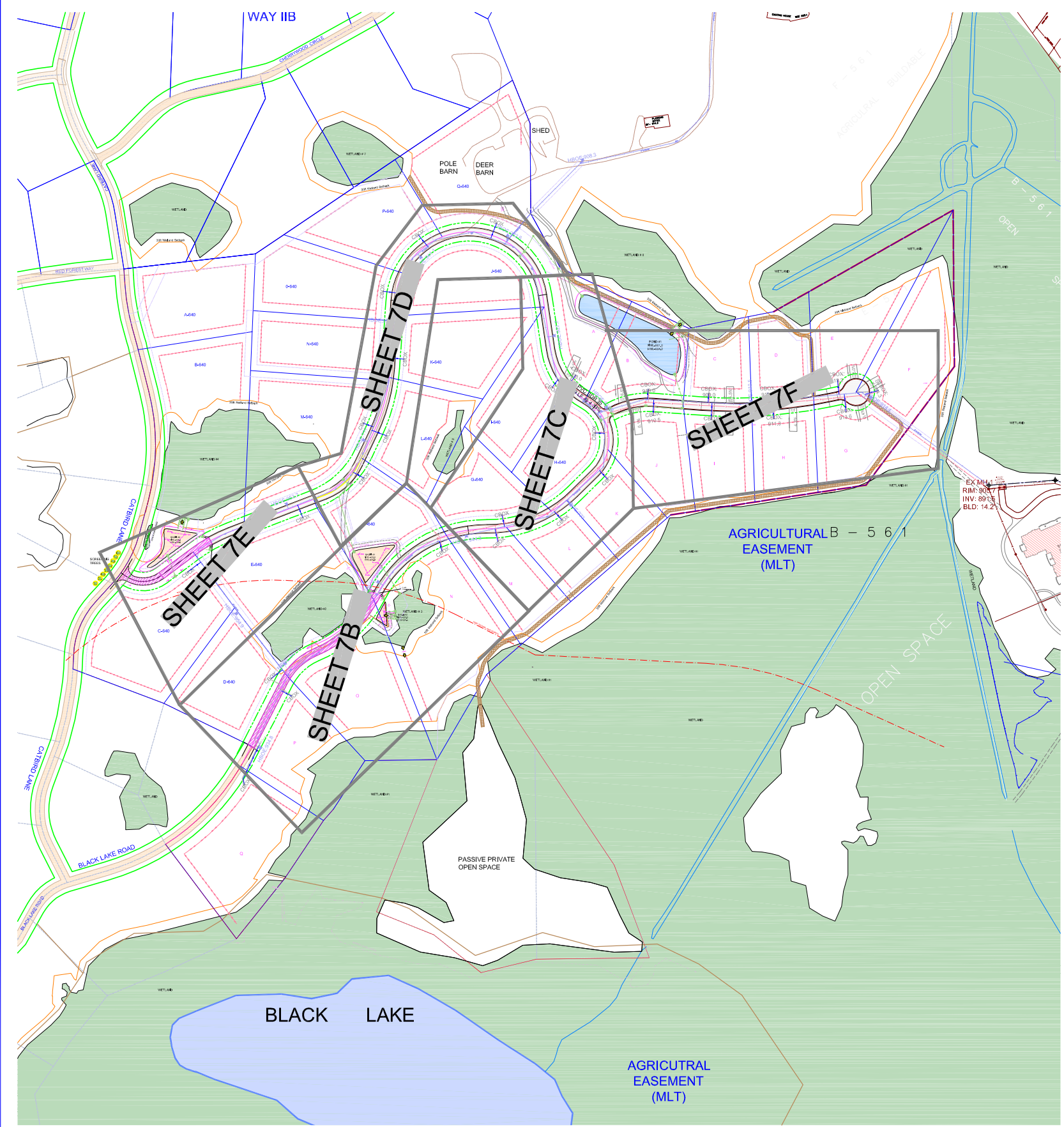


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RED FOREST WAY SOUTH - PHASE 2
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CITY PROJECT NO. ---

PRELIMINARY STREET PLAN

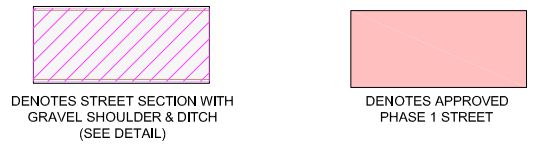
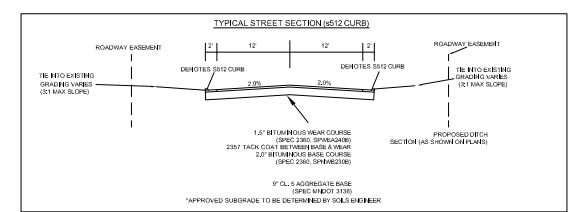
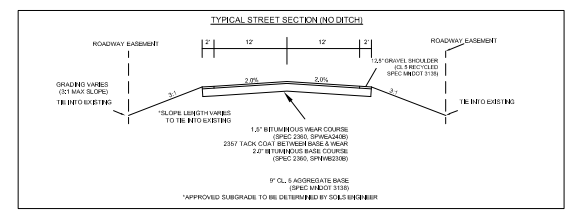
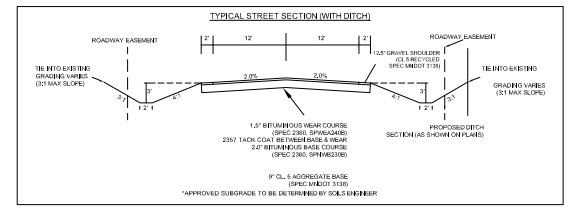
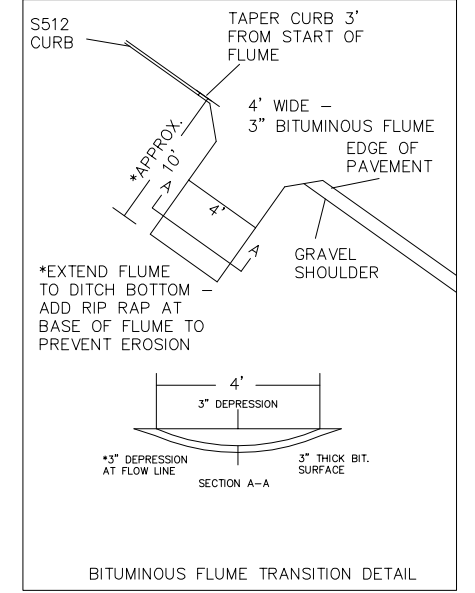
NORTH OAKS, MINNESOTA

RED FOREST WAY SOUTH - PHASE 2

NORTH OAKS

FILE NO. 64500-024
7A

DESCRIPTION	PROPOSED	EXISTING
BUILDING SETBACK LINE	BBSL	BBSL
GARAGE SETBACK LINE	GSSL	GSSL
PARCEL BOUNDARY LINE		
DRAINAGE AND UTILITY EASEMENTS		
CURB AND GUTTER		
ROADWAY EASEMENT		
SANWM SERVICE		
BACKYARD CATCH BASIN		
CATCH BASIN		
STORM SEWER MANHOLE		
FLARED END SECTION WRIP-RAP		
STORM STRUCTURE LABEL	CB H3	CB H3
SANITARY STRUCTURE LABEL		
SANITARY SEWER MANHOLE		
WATERMAIN		
HYDRANT		
GATE VALVE		

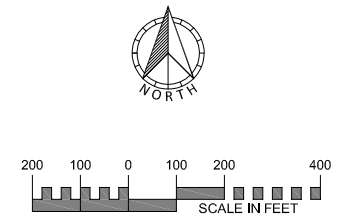


STREET NOTES

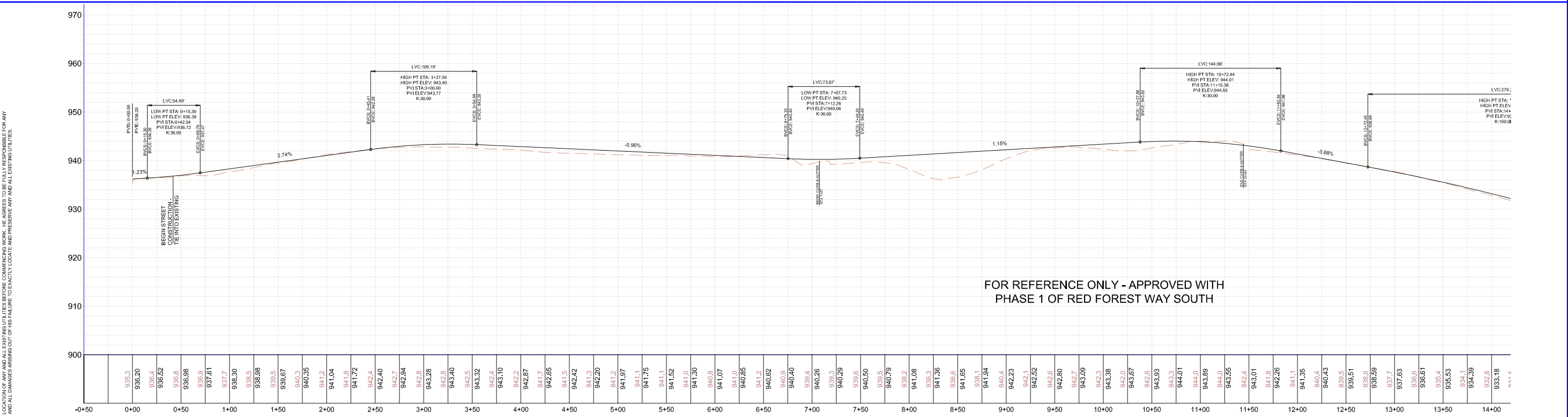
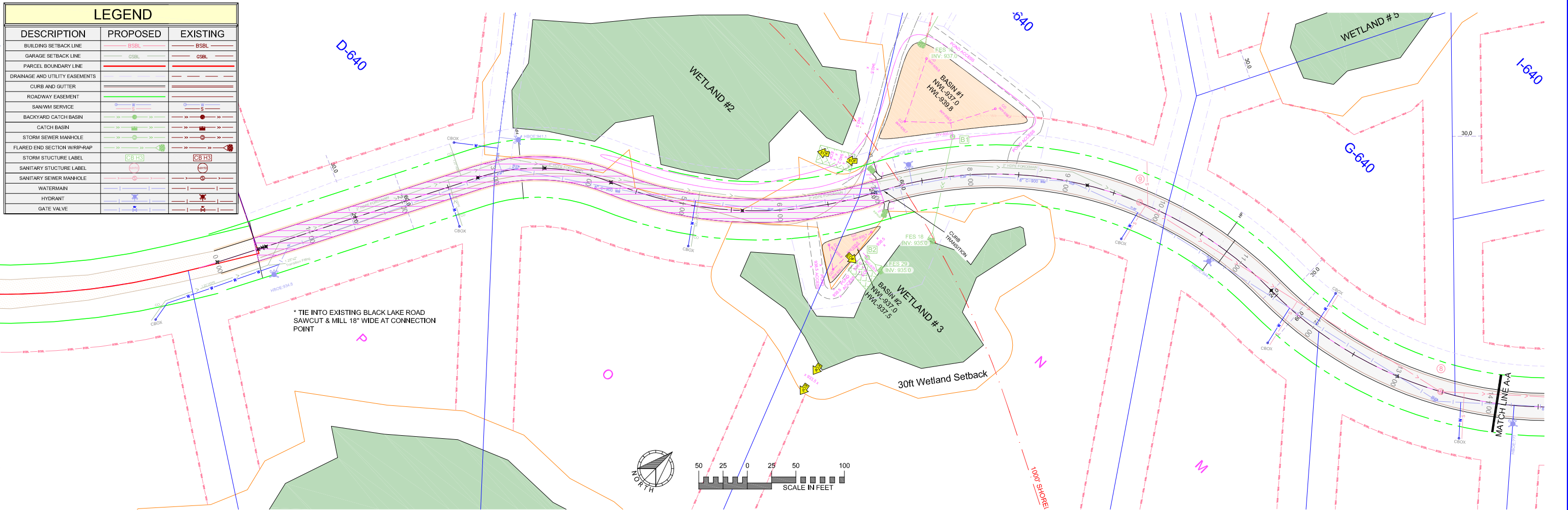
- STREETS TO BE 24' WIDE WITH A 2' GRAVEL SHOULDER OR 28" B-B SECTION (S512 CURB - SEE DETAIL)
- STREET SECTION:
 12.5" SECTION
 1.5" BITUMINOUS WEAR COURSE
 2.0" BITUMINOUS BASE COURSE
 9" CLASS 5 RECYCLED SAND SECTION TO BE DETERMINED BY SOILS ENGINEER
 APPROVED SUBGRADE TO BE DETERMINED BY SOILS ENGINEER
 RECYCLE MATERIAL (RAP AND RAS) ARE NOT ALLOWED IN BITUMINOUS WEAR COURSE
- DITCHES TO BE SLOPED 4:1 WITH A 2' BOTTOM
- MINIMUM DITCH DEPTH TO BE 2' FROM EDGE OF SHOULDER TO BOTTOM OF DITCH.

CONCRETE CURB AND GUTTER
 DESIGN C, DESIGN S, AND DESIGN R

NOTES:
 1. CURB IS TO BE 12" HIGH MINIMUM WIDTH.
 2. GUTTER IS TO BE 2" DEEP MINIMUM WIDTH.
 3. ALL CURB AND GUTTER SHALL BE CAST IN PLACE.
 4. CURB AND GUTTER SHALL BE FINISHED TO MATCH ADJACENT PAVEMENT SURFACE.



LEGEND		
DESCRIPTION	PROPOSED	EXISTING
BUILDING SETBACK LINE	BBSL	BBSL
GARAGE SETBACK LINE	GSBL	GSBL
PARCEL BOUNDARY LINE	PSBL	PSBL
DRAINAGE AND UTILITY EASEMENTS		
CURB AND GUTTER		
ROADWAY EASEMENT		
SANITARY SERVICE		
BACKYARD CATCH BASIN		
CATCH BASIN		
STORM SEWER MANHOLE		
FLARED END SECTION WHIRL-RAP		
STORM STRUCTURE LABEL	CS H3	CS H3
SANITARY STRUCTURE LABEL		
SANITARY SEWER MANHOLE		
WATERMAIN		
HYDRANT		
GATE VALVE		



DRAWING NAME	NO.	BY	DATE	REVISIONS
FINAL SHEETS	01	ERJ	05/25/23	CITY ENGINEER COMMENT REVISIONS
DRAWN BY				
CHECKED BY				
DATE				

USE (INCLUDING COPYING, DISTRIBUTION, AND/OR CONVEYANCE OF INFORMATION) OF THIS PRODUCT IS STRICTLY PROHIBITED WITHOUT SATHRE-BERGQUIST, INC.'S EXPRESS WRITTEN AUTHORIZATION. USE WITHOUT SAID AUTHORIZATION CONSTITUTES AN ILLEGITIMATE USE AND SHALL THEREBY INDEMNIFY SATHRE-BERGQUIST, INC. OF ALL RESPONSIBILITY. SATHRE-BERGQUIST, INC. RESERVES THE RIGHT TO HOLD ANY ILLEGITIMATE USER OR PARTY LEGALLY RESPONSIBLE FOR DAMAGES OR LOSSES RESULTING FROM ILLEGITIMATE USE.

I HEREBY CERTIFY THAT THIS PLAN OR SPECIFICATION WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

Eric R. Johnson
ERIC R. JOHNSON, P.E.
Date: 03/23/23 Lic. No. 56659

ENGINEERS SURVEYORS DESIGNERS PLANNERS

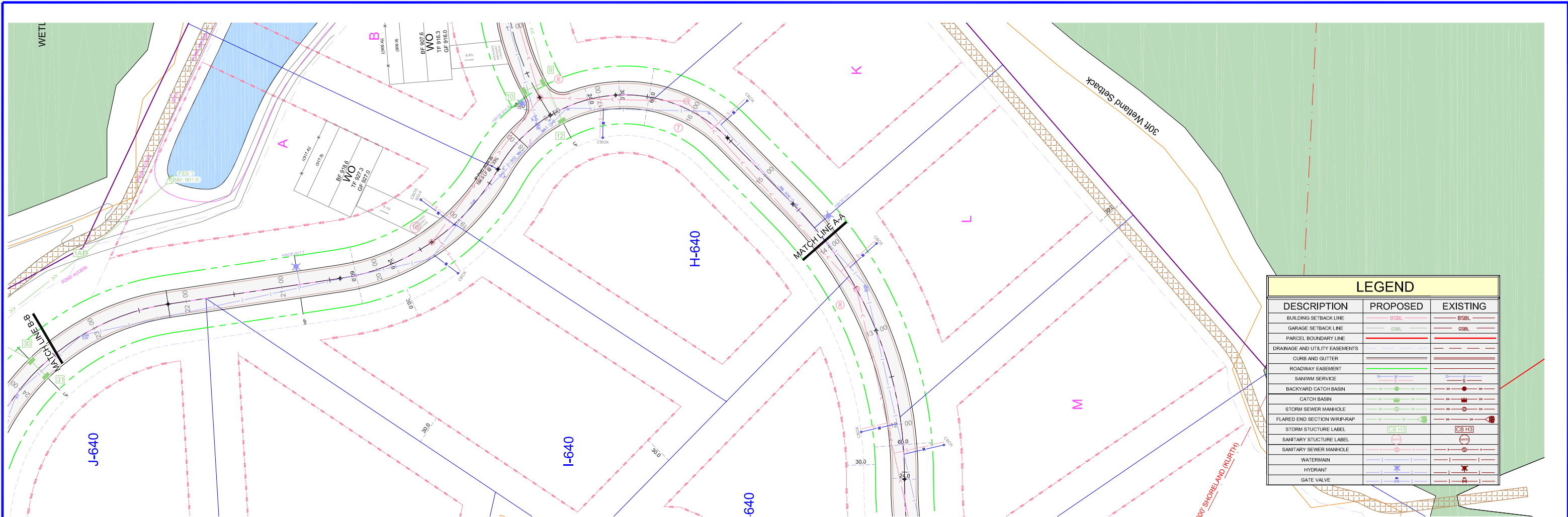
SATHRE-BERGQUIST, INC.
14000 25TH AVE N STE 120 PLYMOUTH, MN, 55447 (952) 476-6000

CITY PROJECT NO. --

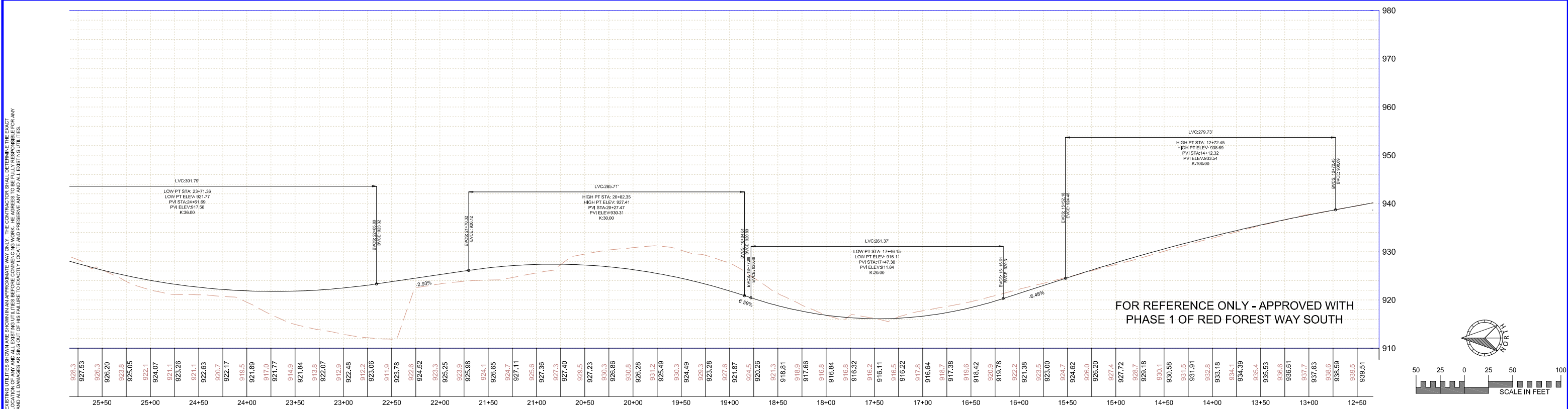
PRELIMINARY STREET PLAN
RED FOREST WAY SOUTH - PHASE 2
NORTH OAKS

FILE NO. 64500-024
7B

7142

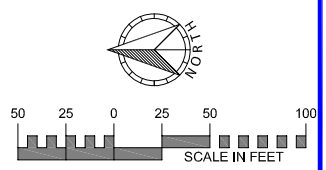


LEGEND		
DESCRIPTION	PROPOSED	EXISTING
BUILDING SETBACK LINE	BSBL	BSBL
GARAGE SETBACK LINE	CSBL	CSBL
PARCEL BOUNDARY LINE	CSBL	CSBL
DRAINAGE AND UTILITY EASEMENTS		
CURB AND GUTTER		
ROADWAY EASEMENT		
SANWWM SERVICE		
BACKYARD CATCH BASIN		
CATCH BASIN		
STORM SEWER MANHOLE		
FLARED END SECTION WRIP-RAP		
STORM STRUCTURE LABEL	CB H3	CB H3
SANITARY STRUCTURE LABEL		
SANITARY SEWER MANHOLE		
WATERMAIN		
HYDRANT		
GATE VALVE		



EXISTING UTILITIES SHOWN ARE SHOWN FOR INFORMATION ONLY. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION AND DEPTH OF ALL UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE LOCATION AND DEPTH OF ALL UTILITIES. ANY AND ALL DAMAGES ARISING OUT OF HIS FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL EXISTING UTILITIES.

FOR REFERENCE ONLY - APPROVED WITH PHASE 1 OF RED FOREST WAY SOUTH



DRAWING NAME	NO.	BY	DATE	REVISIONS
FINAL SHEETS	01	ERJ	05/25/23	CITY ENGINEER COMMENT REVISIONS
DRAWN BY				
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Eric R. Johnson
 ERIC R. JOHNSON, P.E.
 Date: 03/23/23 Lic. No. 56659

ENGINEERS SURVEYORS
 DESIGNERS PLANNERS

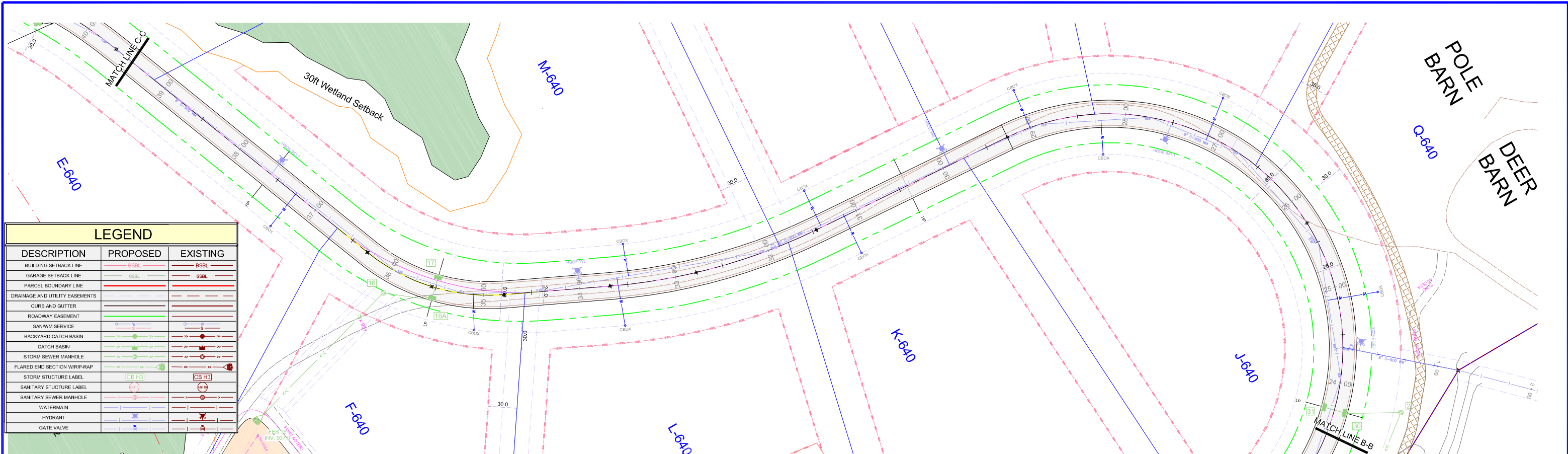
SATHRE-BERGQUIST, INC.
 14000 25TH AVE N STE 120 PLYMOUTH, MN, 55447 (952) 476-6000

CITY PROJECT NO. ---

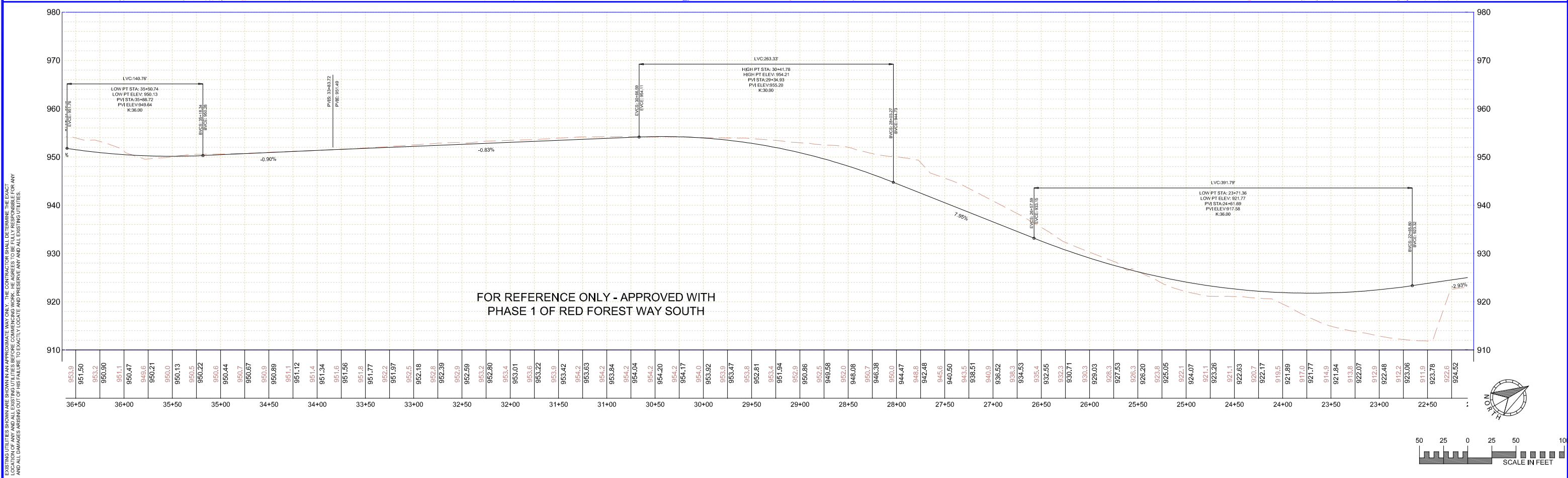
PRELIMINARY STREET PLAN
RED FOREST WAY SOUTH - PHASE 2
NORTH OAKS

FILE NO. 64500-024
7C

7143

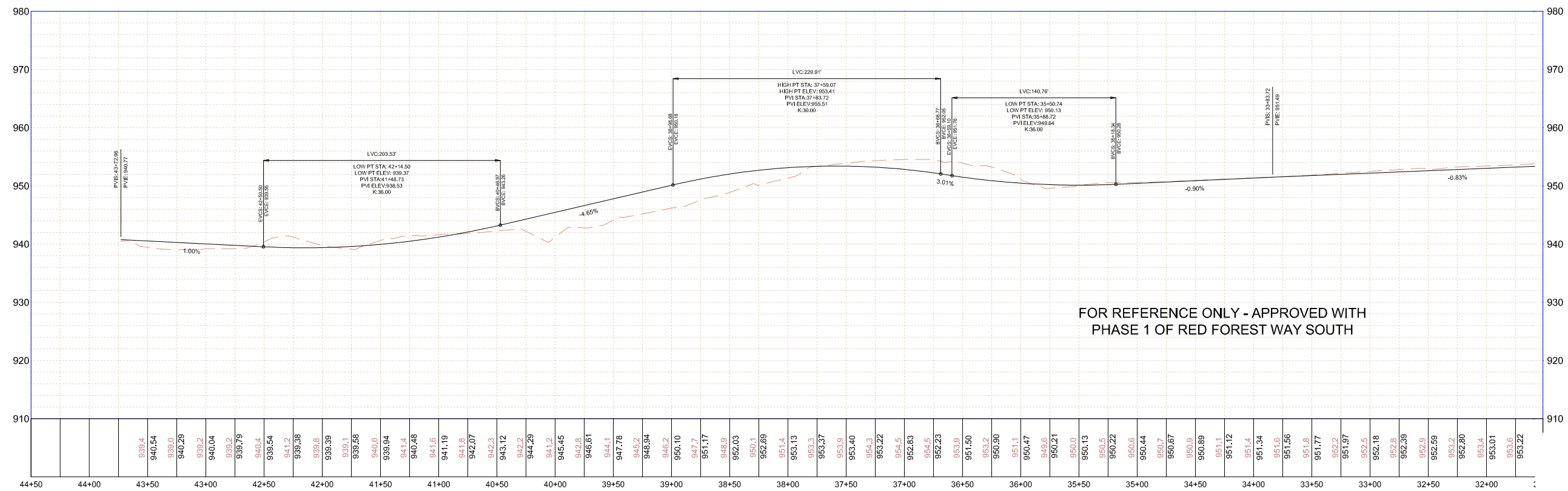
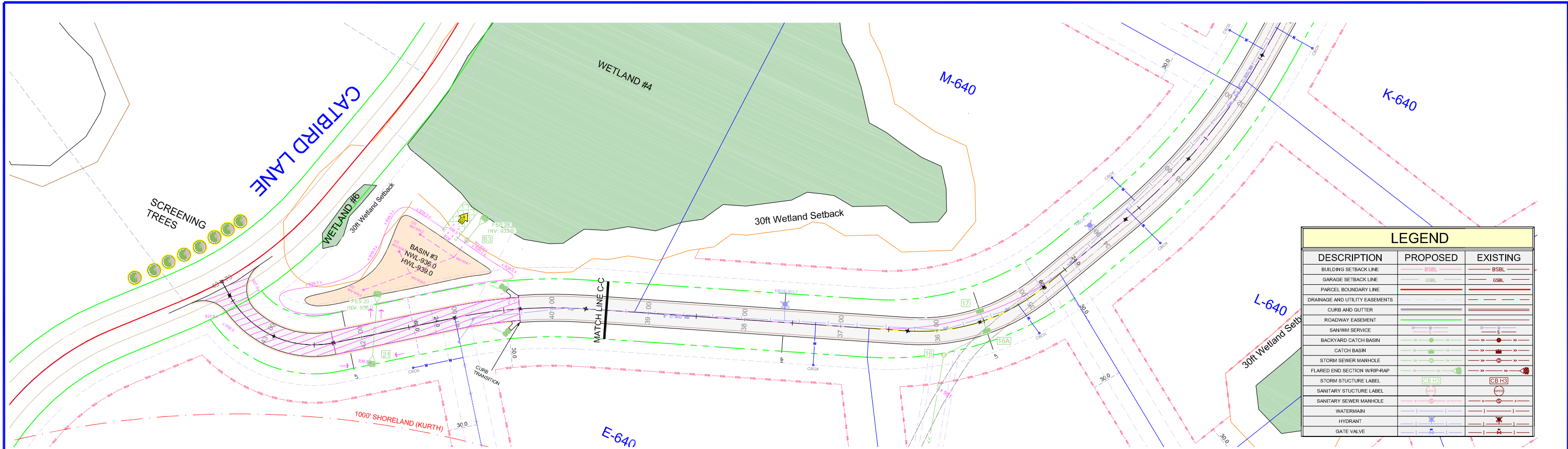


LEGEND		
DESCRIPTION	PROPOSED	EXISTING
BUILDING SETBACK LINE	BSBL	BSBL
GARAGE SETBACK LINE	GSBL	GSBL
PARCEL BOUNDARY LINE	PSBL	PSBL
DRAINAGE AND UTILITY EASEMENTS		
CURB AND GUTTER		
ROADWAY EASEMENT		
SANITARY SERVICE		
BACKYARD CATCH BASIN		
CATCH BASIN		
STORM SEWER MANHOLE		
FLARED END SECTION WRIP-RAP		
STORM STRUCTURE LABEL	CB H3	CB H3
SANITARY STRUCTURE LABEL		
SANITARY SEWER MANHOLE		
WATERMAIN		
HYDRANT		
GATE VALVE		

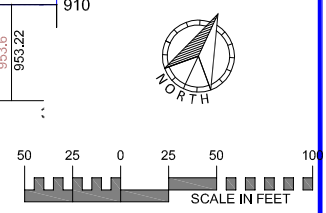


EXISTING UTILITIES SHOWN ARE SHOWN FOR REFERENCE ONLY. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION AND DEPTH OF ALL UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATION AND DEPTH OF ALL UTILITIES AND ALL DAMAGES ARISING OUT OF HIS FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL EXISTING UTILITIES.

<table border="1"> <tr> <th>DRAWING NAME</th> <th>NO.</th> <th>BY</th> <th>DATE</th> <th>REVISIONS</th> </tr> <tr> <td>FINAL SHEETS</td> <td>01</td> <td>ERJ</td> <td>05/25/23</td> <td>CITY ENGINEER COMMENT REVISIONS</td> </tr> <tr> <td>DRAWN BY</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>CHECKED BY</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>DATE</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>03/23/23</td> <td></td> <td></td> <td></td> <td></td> </tr> </table>	DRAWING NAME	NO.	BY	DATE	REVISIONS	FINAL SHEETS	01	ERJ	05/25/23	CITY ENGINEER COMMENT REVISIONS	DRAWN BY					CHECKED BY					DATE					03/23/23					<p>USE (INCLUDING COPYING, DISTRIBUTION, AND/OR CONVEYANCE OF INFORMATION) OF THIS PRODUCT IS STRICTLY PROHIBITED WITHOUT SATHRE-BERGQUIST, INC.'S EXPRESS WRITTEN AUTHORIZATION. USE WITHOUT SAID AUTHORIZATION CONSTITUTES AN ILLEGITIMATE USE AND SHALL THEREBY INDEMNIFY SATHRE-BERGQUIST, INC. OF ALL RESPONSIBILITY. SATHRE-BERGQUIST, INC. RESERVES THE RIGHT TO HOLD ANY ILLEGITIMATE USER OR PARTY LEGALLY RESPONSIBLE FOR DAMAGES OR LOSSES RESULTING FROM ILLEGITIMATE USE.</p>	<p>I HEREBY CERTIFY THAT THIS PLAN OR SPECIFICATION WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.</p> <p><i>Eric R. Johnson</i> ERIC R. JOHNSON, P.E. Date: 03/23/23 Lic. No. 56659</p>	<p>SATHRE-BERGQUIST, INC. 14000 25TH AVE N STE 120 PLYMOUTH, MN 55447 (952) 476-6000</p>	<p>CITY PROJECT NO. --</p> <p>NORTH OAKS, MINNESOTA</p>	<p>PRELIMINARY STREET PLAN RED FOREST WAY SOUTH - PHASE 2 NORTH OAKS</p>	<p>FILE NO. 64500-024</p> <p>7D</p>
DRAWING NAME	NO.	BY	DATE	REVISIONS																																
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03/23/23																																				



FOR REFERENCE ONLY - APPROVED WITH
PHASE 1 OF RED FOREST WAY SOUTH



EXISTING UTILITIES SHOWN ARE SHOWN IN RED. CONTRACTORS SHALL DETERMINE THE EXACT LOCATION AND DEPTH OF ALL UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATION AND DEPTH OF ALL UTILITIES AND ALL DAMAGES ARISING OUT OF HIS FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL EXISTING UTILITIES.

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FINAL SHEETS	01	ERJ	05/25/23	CITY ENGINEER COMMENT REVISIONS
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Eric R. Johnson
ERIC R. JOHNSON, P.E.
Date: 03/23/23 Lic. No. 56659

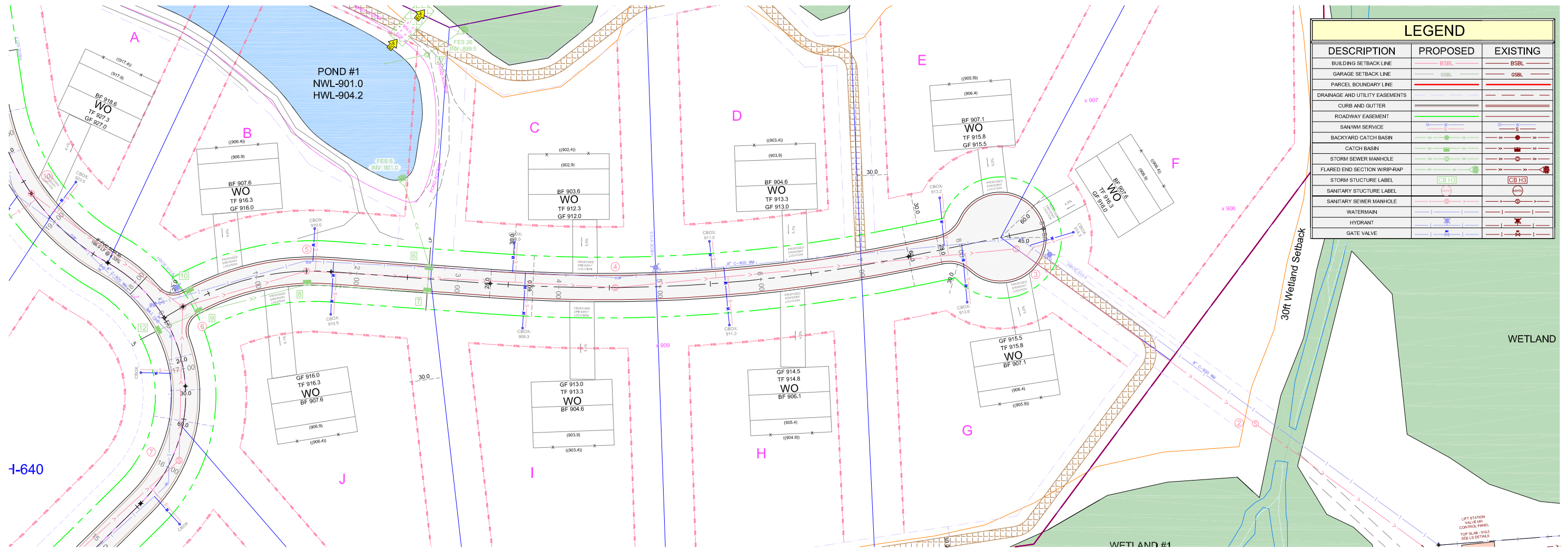
SATHRE-BERGQUIST, INC.
14000 25TH AVE N STE 120 PLYMOUTH, MN, 55447 (952) 476-6000

CITY PROJECT NO. ---

PRELIMINARY STREET PLAN
RED FOREST WAY SOUTH - PHASE 2
NORTH OAKS

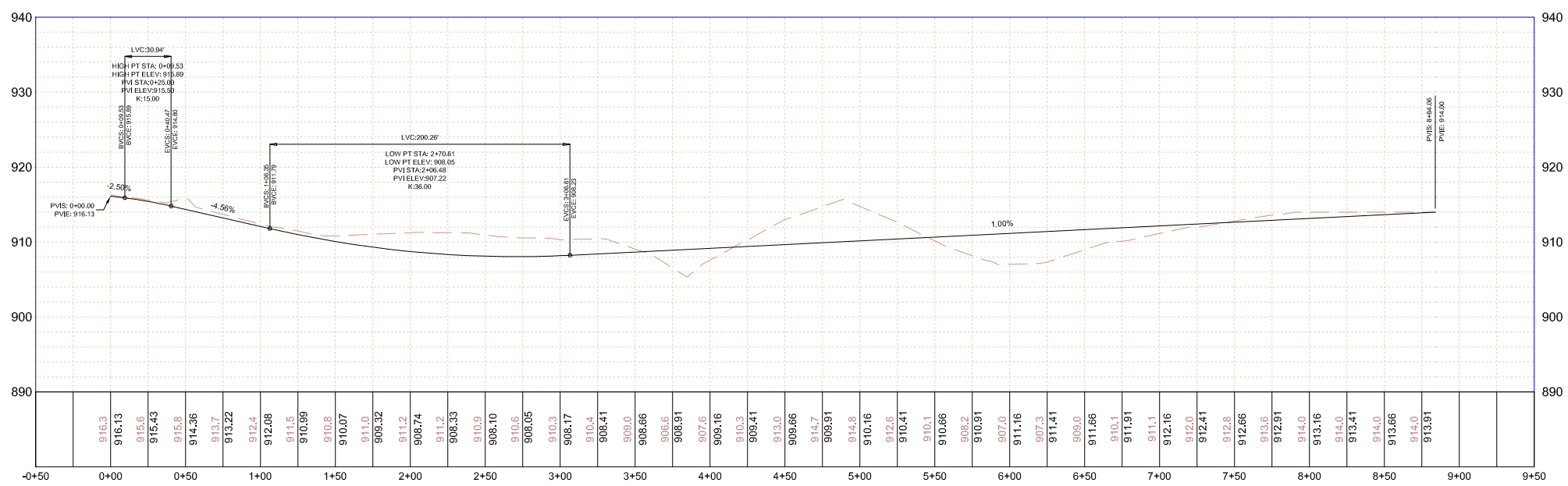
FILE NO. 64500-024
7E

9145



LEGEND		
DESCRIPTION	PROPOSED	EXISTING
BUILDING SETBACK LINE	BSBL	BSBL
GARAGE SETBACK LINE	GSBL	GSBL
PARCEL BOUNDARY LINE	PSBL	PSBL
DRAINAGE AND UTILITY EASEMENTS		
CURB AND GUTTER		
ROADWAY EASEMENT		
SANIWM SERVICE		
BACKYARD CATCH BASIN		
CATCH BASIN		
STORM SEWER MANHOLE		
FLARED END SECTION WRIP-RAP		
STORM STRUCTURE LABEL	CB H3	CB H3
SANITARY STRUCTURE LABEL		
SANITARY SEWER MANHOLE		
WATERMAIN		
HYDRANT		
GATE VALVE		

I-640



EXISTING UTILITIES SHOWN ARE SHOWN IN AN APPROXIMATE WAY ONLY. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ANY AND ALL EXISTING UTILITIES BEFORE COMMENCING WORK. HE AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES ARISING OUT OF HIS FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL EXISTING UTILITIES.

DRAWING NAME	NO.	BY	DATE	REVISIONS
FINAL SHEETS	01	ERJ	05/25/23	CITY ENGINEER COMMENT REVISIONS
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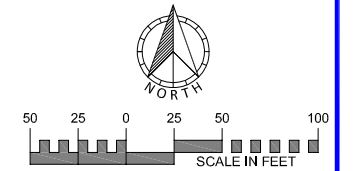
SATHRE-BERGQUIST, INC.
 14000 25TH AVE N STE 120 PLYMOUTH, MN, 55447 (952) 476-6000

ENGINEERS SURVEYORS DESIGNERS PLANNERS

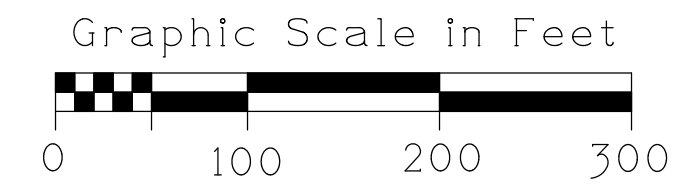
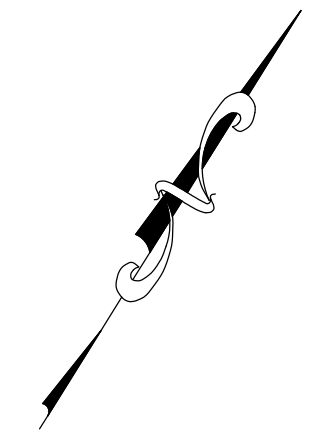
CITY PROJECT NO. --
NORTH OAKS, MINNESOTA

PRELIMINARY STREET PLAN
RED FOREST WAY SOUTH - PHASE 2
NORTH OAKS

FILE NO. 64500-024
7F
 7146



DEVELOPMENT AREA "K3"

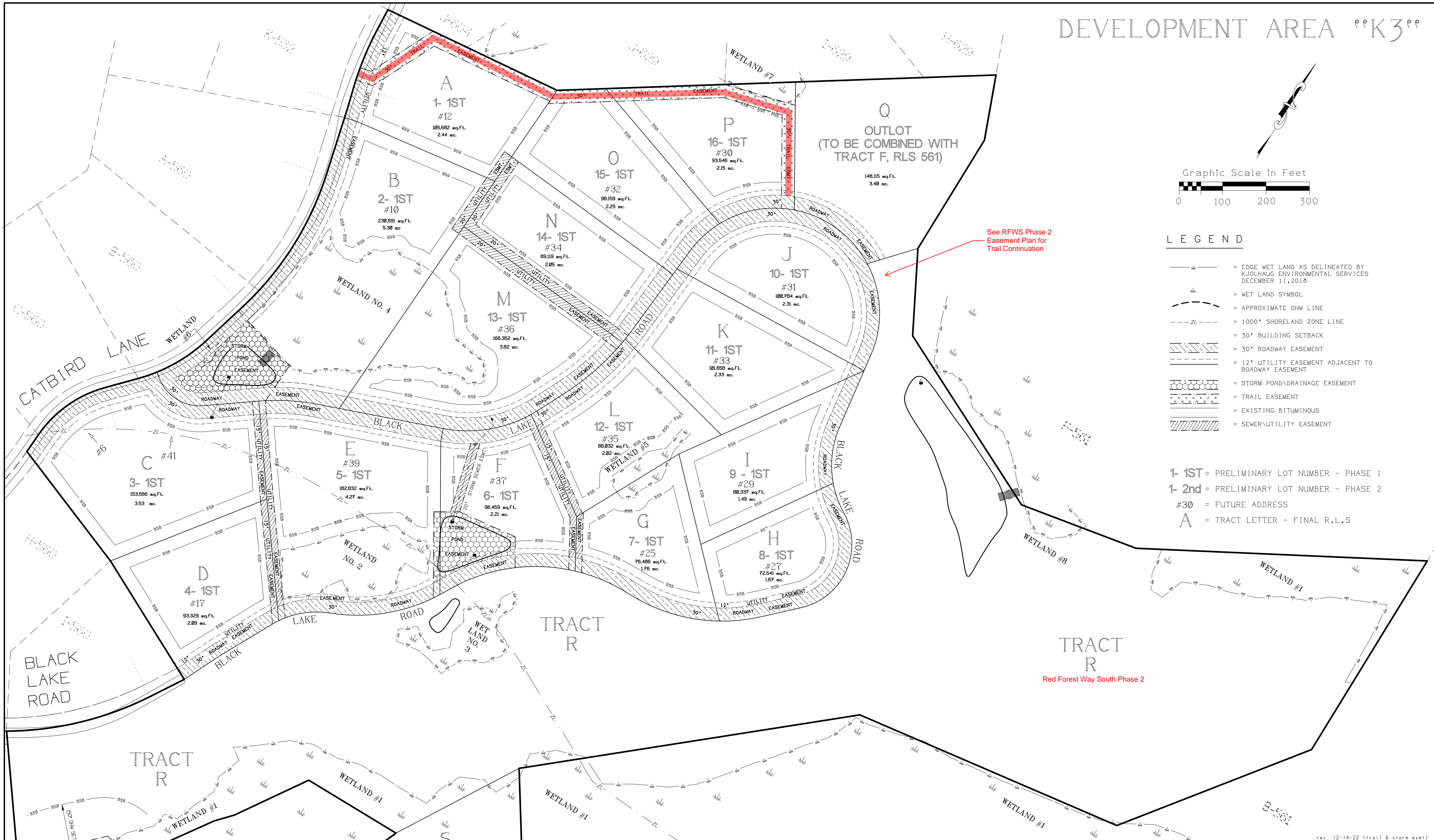


LEGEND

- = EDGE WETLAND AS DELINEATED BY KJOLHAUG ENVIRONMENTAL SERVICES DECEMBER 11, 2018
- = WETLAND SYMBOL
- = APPROXIMATE OHW LINE
- = 1000' SHORELAND ZONE LINE
- = 30' BUILDING SETBACK
- = 30' ROADWAY EASEMENT
- = 12' UTILITY EASEMENT ADJACENT TO ROADWAY EASEMENT
- = STORM POND/DRAINAGE EASEMENT
- = TRAIL EASEMENT
- = EXISTING BITUMINOUS
- = SEWER/UTILITY EASEMENT

- 1- 1ST = PRELIMINARY LOT NUMBER - PHASE 1
- 1- 2nd = PRELIMINARY LOT NUMBER - PHASE 2
- #30 = FUTURE ADDRESS
- A = TRACT LETTER - FINAL R.L.S

See RFWS Phase 2 Easement Plan for Trail Continuation



Red Forest Way South Phase 2

KURTH SURVEYING, INC.
 4002 JEFFERSON ST. N.E.
 COLUMBIA HEIGHTS, MN 55421
 PHONE: (763) 788-9769
 E-MAIL: KSI@KURTHSURVEYINGINC.COM

I hereby certify that this plan 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.

 Randy L. Kurth, RLS. No. 20270
 Russell J. Kurth, RLS. No. 16113

NORTH OAKS
 COMPANY

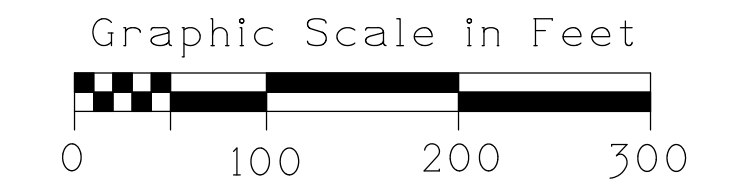
RED FOREST WAY SOUTH

SHEET DESCRIPTION:
FINAL PLAT EASEMENT PLAN

DATE: November 29, 2021
 rev 1-21-22 (wetland no's)
 rev 2-02-22 (30' esmt on O)
 rev 6-20-22 (road realign-tract q)
 rev 7-25-22 (trail realign)
 rev 12-8-22 (add'l easements)
 rev 12-9-22 (add'l easements)

SHEET 3 OF 7 SHEETS

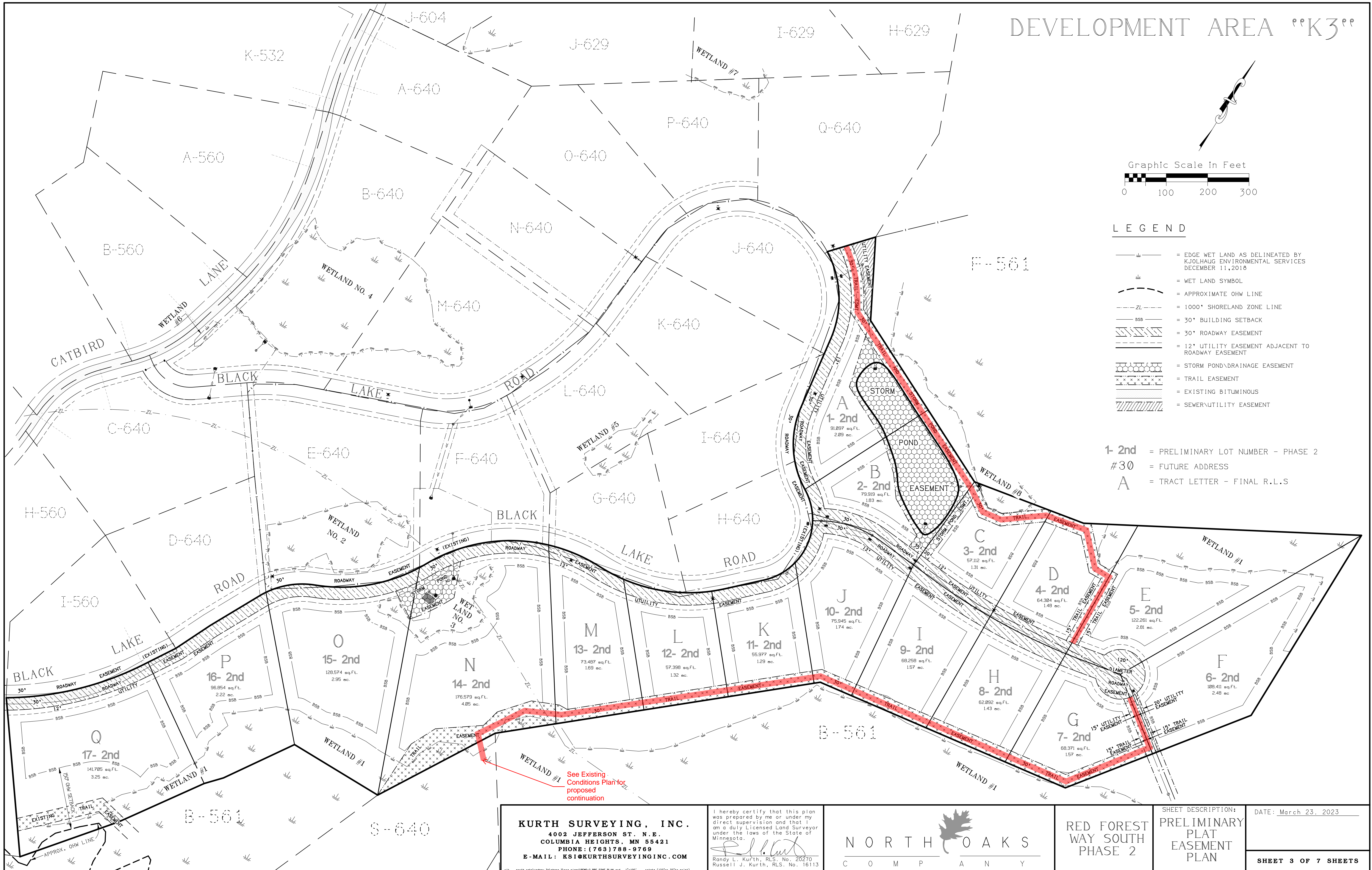
DEVELOPMENT AREA "K3"



LEGEND

- = EDGE WET LAND AS DELINEATED BY KJOLHAUG ENVIRONMENTAL SERVICES DECEMBER 11, 2018
- = WET LAND SYMBOL
- = APPROXIMATE OHW LINE
- = 1000' SHORELAND ZONE LINE
- = 30' BUILDING SETBACK
- = 30' ROADWAY EASEMENT
- = 12' UTILITY EASEMENT ADJACENT TO ROADWAY EASEMENT
- = STORM POND/DRAINAGE EASEMENT
- = TRAIL EASEMENT
- = EXISTING BITUMINOUS
- = SEWER/UTILITY EASEMENT

- 1- 2nd** = PRELIMINARY LOT NUMBER - PHASE 2
- #30** = FUTURE ADDRESS
- A** = TRACT LETTER - FINAL R.L.S



See Existing Conditions Plan for proposed continuation

KURTH SURVEYING, INC.
 4002 JEFFERSON ST. N.E.
 COLUMBIA HEIGHTS, MN 55421
 PHONE: (763) 788-9769
 E-MAIL: KSI@KURTHSURVEYINGINC.COM

I hereby certify that this plan 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.
Randy L. Kurth
 Randy L. Kurth, RLS. No. 20270
 Russell J. Kurth, RLS. No. 16113

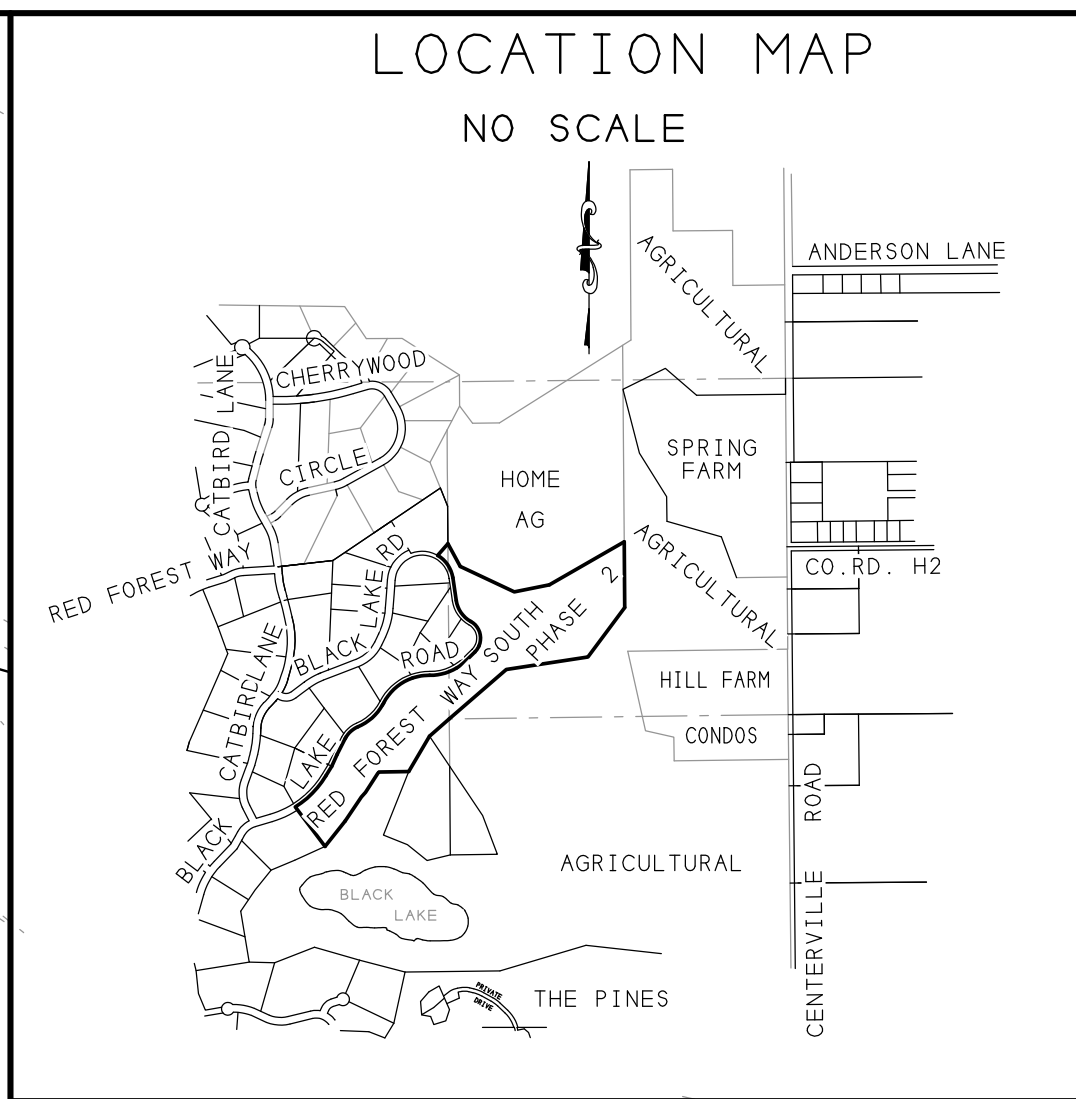
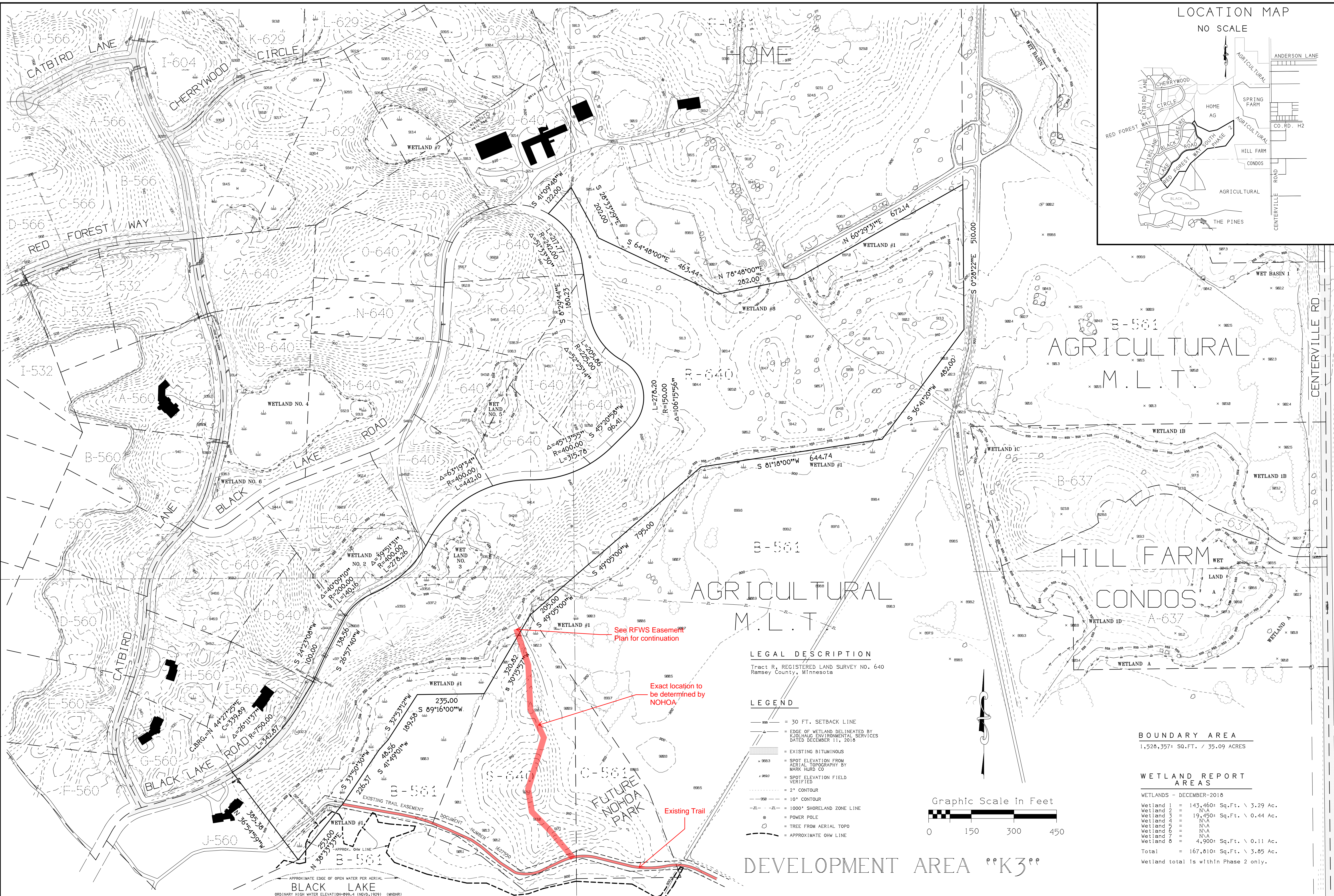
NORTH OAKS
 COMPANY

RED FOREST WAY SOUTH PHASE 2

SHEET DESCRIPTION:
PRELIMINARY PLAT EASEMENT PLAN

DATE: March 23, 2023

SHEET 3 OF 7 SHEETS



DATE: March 23, 2023
 SHEET DESCRIPTION:
 PRELIMINARY OVERALL EXISTING CONDITIONS

PROJECT:
 RED FOREST WAY SOUTH PHASE 2

N O R T H O A K S
 C O M P A N Y

I hereby certify that this plan 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.
 Randy L. Kurth, RLS, No. 20270
 Russell J. Kurth, RLS, No. 16113

KURTH SURVEYING, INC.
 4002 JEFFERSON ST., N.E.
 COLUMBIA HEIGHTS, MN 55421
 PHONE: (763) 788-9769
 E-MAIL: KS@KURTHSURVEYING.COM

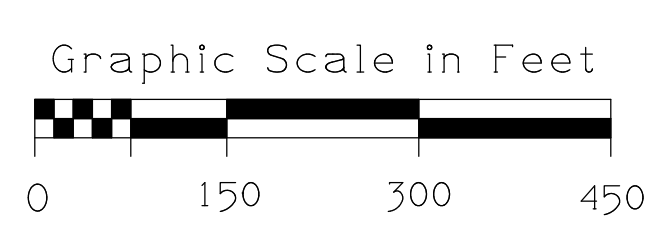
AGRICULTURAL M.L.T.

HILL FARM CONDOS

AGRICULTURAL M.L.T.

LEGAL DESCRIPTION
 Tract R, REGISTERED LAND SURVEY NO. 640
 Ramsey County, Minnesota

- LEGEND**
- = 30 FT. SETBACK LINE
 - - - - = EDGE OF WETLAND DELINEATED BY KJOLHAUG ENVIRONMENTAL SERVICES DATED DECEMBER 11, 2016
 - ▨ = EXISTING BITUMINOUS
 - x 989.3 = SPOT ELEVATION FROM AERIAL TOPOGRAPHY BY MARK HURD CO
 - v 989.0 = SPOT ELEVATION FIELD VERIFIED
 - = 2' CONTOUR
 - - - - = 10' CONTOUR
 - - - - = 1000' SHORELAND ZONE LINE
 - ⊕ = POWER POLE
 - ⊙ = TREE FROM AERIAL TOPO
 - - - - = APPROXIMATE OHW LINE



BOUNDARY AREA
 1,528,357+ SQ.FT. / 35.09 ACRES

WETLAND REPORT AREAS

WETLANDS - DECEMBER-2018

Wetland #1	=	143,460+ Sq.Ft. \ 3.29 Ac.
Wetland #2	=	N/A
Wetland #3	=	19,450+ Sq.Ft. \ 0.44 Ac.
Wetland #4	=	N/A
Wetland #5	=	N/A
Wetland #6	=	N/A
Wetland #7	=	N/A
Wetland #8	=	4,900+ Sq.Ft. \ 0.11 Ac.
Total	=	167,810+ Sq.Ft. \ 3.85 Ac.

Wetland total is within Phase 2 only.

DEVELOPMENT AREA "K3"

BLACK LAKE
 ORDINARY HIGH WATER ELEVATION=899.4 (INDV,1929) (MNDNR)

PROJECT RECAP	
TOTAL NUMBER OF BUILDABLE LOTS	17
TOTAL PROJECT ACREAGE-PHASE 1&2	87.7 Acres
TOTAL AREA -ACREAGE IN BUILDABLE LOTS	35.1 Acres
AVERAGE TOTAL LOT SIZE	2.06 Acres

NOTES: TOTAL LOT AREA INCLUDES ROAD RIGHT OF WAY

GROSS LOT AREA EXCLUDES ROAD RIGHT OF WAY

NET LOT AREA IS TOTAL LOT, LESS ROAD RIGHT OF WAY, AND LESS 2/3 OF WETLANDS

MAXIMUM HOUSE SIZE (FAR) IS 12% OF GROSS LOT AREA

USEABLE AREA EXCLUDES ALL REQUIRED SETBACKS, EASEMENTS & WETLANDS

TRACT LETTER	TOTAL LOT AREA		ROAD R/W	GROSS LOT AREA	WETLAND AREA	NET LOT AREA	F.A.R. LOT AREA	USEABLE AREA	LOT NO.
	SQ. FT.	ACRES							
A	91,097	2.09	17,990	73,107		73,107	8,773	17670	1-2nd
B	79,919	1.83	10,226	69,693		69,693	8,363	15140	2-2nd
C	57,112	1.31	6,648	50,464	4900	47,230	5,668	21610	3-2nd
D	64,304	1.48	6,117	58,187	6190	54,102	6,492	26990	4-2nd
E	122,261	2.81	6,501	115,760	45410	85,789	10,295	36400	5-2nd
F	108,411	2.49	3,070	105,341	9350	99,170	11,900	57950	6-2nd
G	68,361	1.57	6,731	61,630		61,630	7,396	35120	7-2nd
H	62,092	1.43	6,127	55,965		55,965	6,716	30770	8-2nd
I	68,258	1.57	6,661	61,597		61,597	7,392	34710	9-2nd
J	75,945	1.74	11,159	64,786		64,786	7,774	37250	10-2nd
K	55,977	1.29	6,463	49,514		49,514	5,942	26080	11-2nd
L	57,398	1.32	6,501	50,897		50,897	6,108	26810	12-2nd
M	73,487	1.69	6,063	67,424		67,424	8,091	38000	13-2nd
N	176,579	4.05	9,906	166,673	28910	147,592	17,711	78900	14-2nd
O	128,574	2.95	11,264	117,310	24870	100,896	12,107	56800	15-2nd
P	96,854	2.22	9,837	87,017	26000	69,857	8,383	31420	16-2nd
Q	141,705	3.25	10,844	130,861	21950	116,374	13,965	48920	17-2nd
Total	1,528,334	35.09	142,108	1,386,226	167,580	1,275,623	N/A	N/A	Total

NORTH OAKS DEVELOPMENT - RARE PLANT SURVEY REPORT

Prepared for:
Mr. Gary M. Eagles
Vice President, Development
North Oaks Company LLC
5959 Centerville Road, Suite 200
North Oaks, MN 55127



JUNE 22, 2021



Prepared by:
Midwest Natural Resources, Inc.
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St. Paul, Minnesota 55102
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MN 55102 | mnrinc.us | 612.310.6260



Mr. Gary M. Eagles
 Vice President, Development
 North Oaks Company LLC
 5959 Centerville Road, Suite 200
 North Oaks, MN 55127

June 22, 2021

Mr. Eagles,

Midwest Natural Resources, Inc. (MNR) is pleased to provide the following rare plant survey report for the proposed North Oaks development project located west of Centerville Road near County Road H2 East in North Oaks, Minnesota. The original project scope involved a rare plant habitat evaluation of three parcels, Red Forest Way, Gate Hill, and Island Field (**Figure 1**) last fall. Follow-up rare plant surveys were focused solely on the Red Forest Way parcel (**Figure 2**).

Project Limits and Existing Background Data

All three parcels are located in Township 30 North, Range 22 West. The primary parcel of interest, Red Forest Way, is approximately 87.7 acres and is located in Sections 8 and 9 (**Figure 3**). The Gate Hill parcel is approximately 29.7 acres and is located in the SESE quarter-quarter section of Section 4 and the NENW and SENW quarter-quarter sections of Section 9. The last parcel, Island Field, is approximately 20.8 acres and is located in the SENW and NESW quarter-quarter sections of Section 9.

Two Minnesota Department of Natural Resources (DNR) datasets were examined to identify the presence of biologically significant natural communities within the project area. Neither the Native Plant Community (NPC) data layer nor the Sites of Biodiversity Significance (SOBS) data layer identify any NPCs or SOBS within the boundaries of the Gate Hill or Island Field parcels. However, four NPCs are mapped within the Red Forest Way parcel (**Figure 4**), and all of these are additionally classified as an Outstanding Site of Biodiversity Significance. The largest NPC mapped within the parcel is Southern Dry-Mesic Oak Forest, Red Oak – White Oak Forest type (**Table 1**). Of the communities identified, the MHn37a and MRn83 communities have a rare ranking of S3 or less. The latter community is mapped within the project extent, but the community does not actually appear to extend into the project area.

Table 1. Native Plant Communities mapped within the project area (Red Forest Way)

NPC Code	NPC Description	State Rank	Acres
MHs37a	Southern Dry-Mesic Oak Forest, Red Oak – White Oak Forest Type	S3 - Vulnerable to Extirpation	41.4
WMn82b	Northern Wet Meadow/Carr, Sedge Meadow Type	S4/S5 - Apparently Secure to Secure	1.8
OPn92a	Northern Rich Fen (Basin), Graminoid Rich Fen (Basin) Type	S4 - Apparently Secure	0.4
MRn83	Northern Mixed Cattail Marsh	S2 - Imperiled	0.2

Methods

A preliminary habitat assessment was conducted on October 19, 2020 by the undersigned and MNR Botanist Jake Walden. At that time, it was determined that potential suitable habitat for state-listed vascular plant species was only present within the Red Forest Way parcel. Follow-up surveys during the 2021 growing season were recommended.

A survey protocol document was prepared and submitted to the DNR Endangered Species Coordinator regarding the 2021 survey efforts (**Appendix A**). Subsequent field efforts were conducted on June 18, 2021 by Otto Gockman and the undersigned and focused solely on the Red Forest Way parcel. The survey effort involved traversing the entire site on foot and collecting general notes, photos, and a plant species list.

Results

The western portion of the Red Forest Way parcel is an oak forest, matching the classification assigned by the Minnesota Biological Survey (MBS). The canopy cover is continuous primarily with white oak (*Quercus alba*), but also includes red oak (*Q. rubra*), bur oak (*Q. macrocarpa*), northern pin oak (*Q. ellipsoidalis*), black cherry (*Prunus serotina*), and sugar maple (*Acer saccharum*). Common buckthorn (*Rhamnus cathartica*) is quite common and well established in the shrub layer, but the individuals are older and there is limited sapling/seedling establishment. The ground layer is generally depauperate in terms of species diversity, but prominent species include Pennsylvania sedge (*Carex pennsylvanica*), wild geranium (*Geranium maculatum*), hog peanut (*Amphicarpaea bracteata*), pointed-leaved tick trefoil (*Desmodium glutinosum*), woodbine (*Parthenocissus vitacea*), and lady fern (*Athyrium filix-femina* var. *angustum*). One population of the Kinnickinnick dewberry (*Rubus multiflorus*) was observed in this community (**Figure 5**). The Kinnickinnick dewberry has a state status of Special Concern, which lacks any legal protection. This population included nine individual plants, and a voucher specimen was collected for verification purposes. The collected voucher specimen was presented to the DNR State Botanist, Welby Smith, and our identification of this species was verified. This collection will be submitted to the University of Minnesota Herbarium this fall. Additionally, we will prepare and submit our observation information to the DNR for inclusion in the Natural Heritage Information System (NHIS) database per our permit requirement.

The property includes several small, intact wet meadow basins. The best example is in the southern portion of the parcel, west of the trail. This area was not identified by MBS, however this would be classified as a Sedge Meadow (WMn82). This particular feature includes lake sedge (*Carex lacustris*), tussock sedge (*Carex stricta*), tall manna grass (*Glyceria grandis* var. *grandis*), northern manna grass (*Glyceria borealis*), river bulrush (*Bolboschoenus fluviatilis*), and common bladderwort (*Utricularia vulgaris*). The area identified by MBS as a Northern Wet Meadow/Carr, Sedge Meadow Type (WMn82b) community is actually a small depressional peatland system, a graminoid rich fen (OPn92a). This area is dominated by beaked sedge (*Carex utriculata*), with bog birch (*Betula pumila*), speckled alder (*Alnus incana*), northern marsh fern (*Thelypteris palustris*), poison sumac (*Toxicodendron vernix*), steeplebush (*Spiraea tomentosa*), slender sedge (*Carex echinata*), and large cranberry (*Vaccinium macrocarpon*) with *Sphagnum* moss cover throughout the interior.

A list of species observed during surveys of the Red Forest Way parcel during the 2021 field survey is provided in **Appendix B**. Representative photos of all three parcels (including Gate Hill and Island Field) are provided in **Appendix C**, and photo locations are depicted in **Figure 6**. This includes a photo of an eagle nest which was observed near the boundary of the Gate Hill parcel during the 2020 field surveys. Images of the Kinnickinnick dewberry are provided in **Appendix D**.

Conclusion

As noted, a significant portion of the Red Forest Way parcel is identified as an Outstanding Site of Biodiversity Significance. Included in this SOBS is the Southern Dry-Mesic Oak Forest, Red Oak – White Oak Forest Type, accounting for nearly half of the Red Forest Way property. Within this community is the Kinnickinnick dewberry, one of the rare Minnesota *Rubus* species. However, this species is only listed as Special Concern which is not protected under state law. The site also includes a small peatland community which is fairly intact and very unusual for Ramsey County as most of the county is well developed.

We appreciate the opportunity to serve you once again and please feel free to contact us with any questions.

Respectfully submitted,

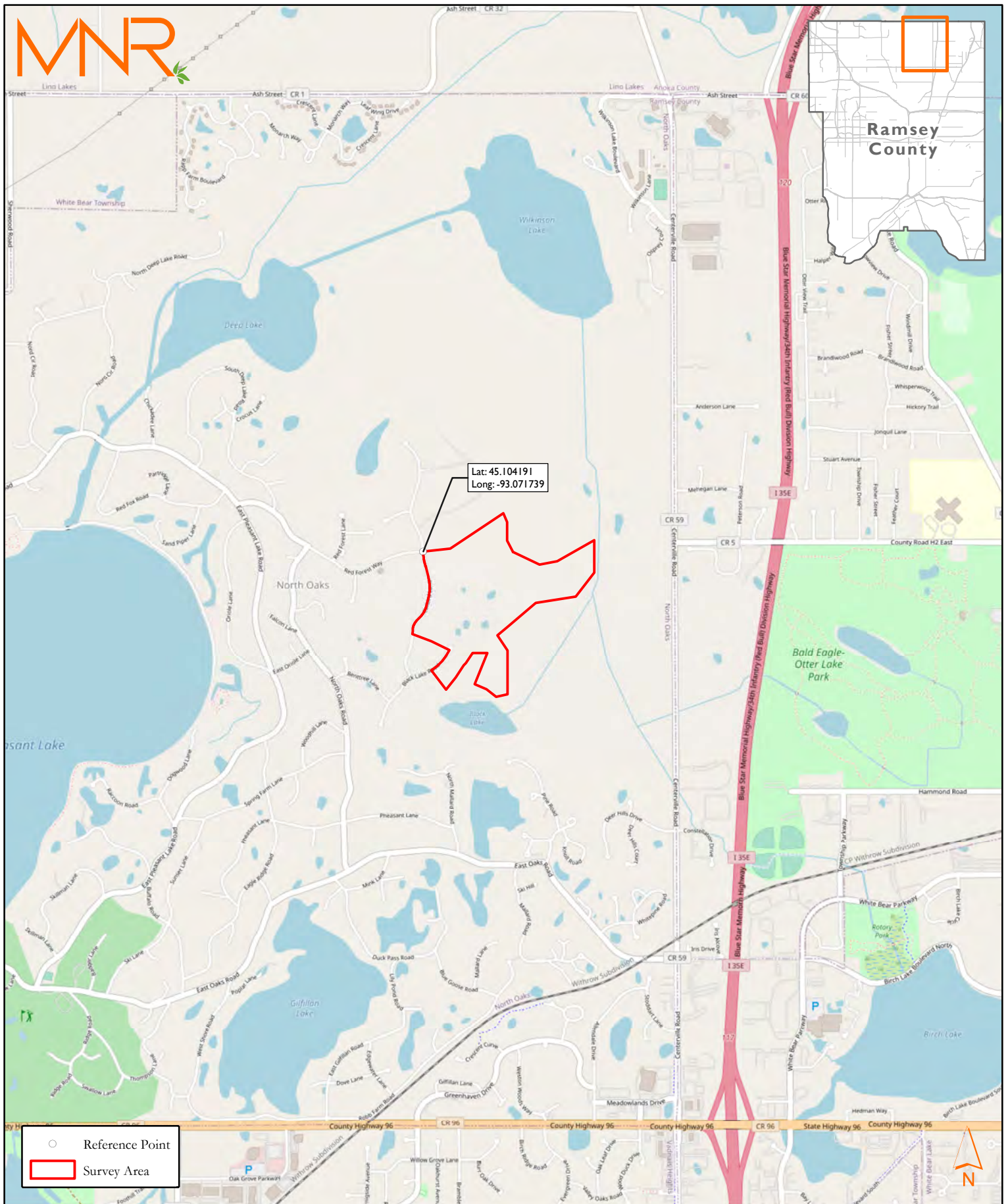
A handwritten signature in blue ink, appearing to read 'S. Milburn', is written over a solid black horizontal line.

Scott A. Milburn, M.S.
Principal Botanist/President
Midwest Natural Resources, Inc.



Original Proposed Survey Area Overview
North Oaks Development
North Oaks, Ramsey County, Minnesota

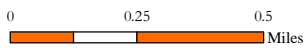
Figure 1



Lat: 45.104191
Long: -93.071739

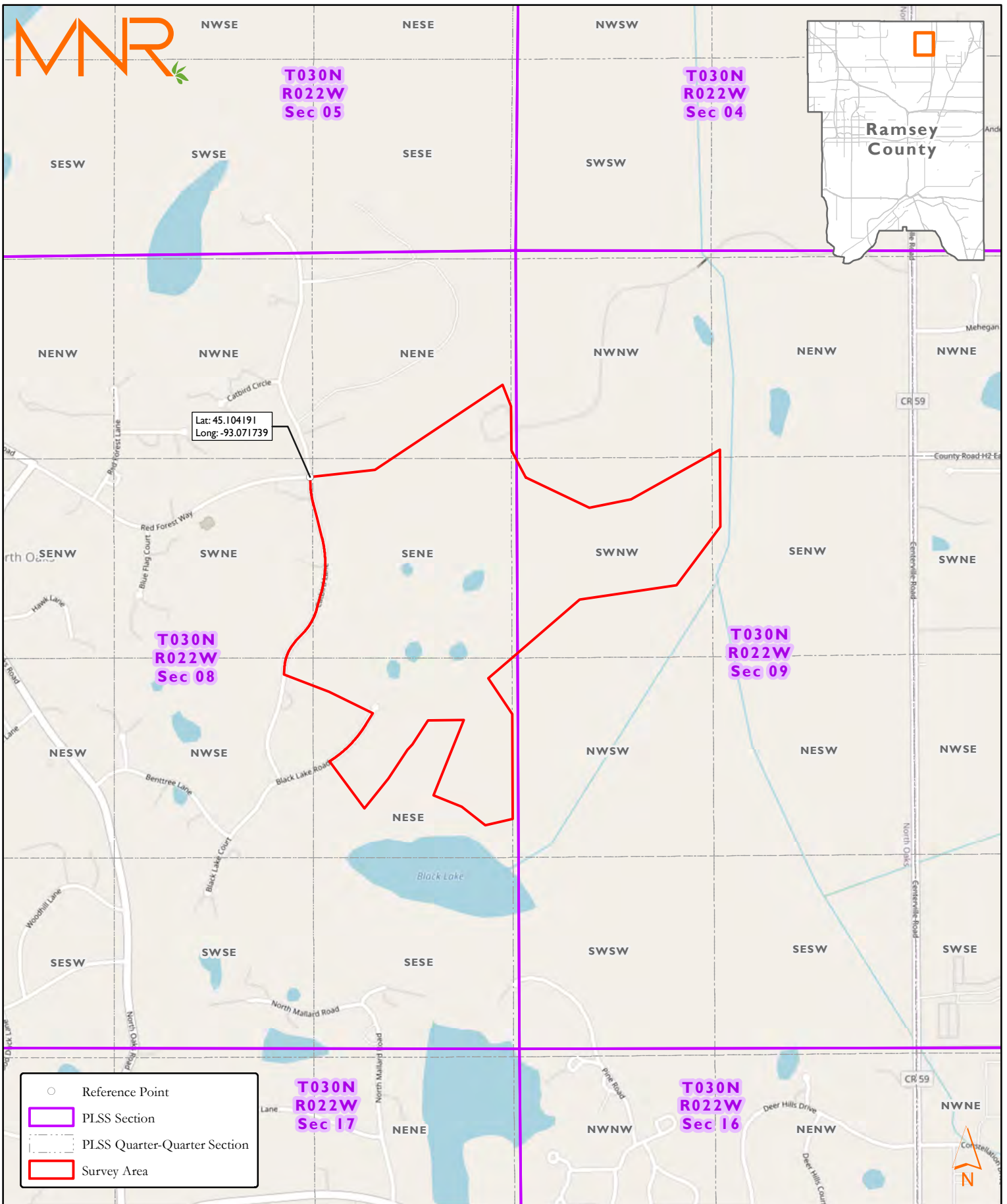
○ Reference Point
 Survey Area

Source: OpenStreetMap, US Census Bureau, Date: 4/26/2021



Project Location
Rare Plant Survey
Red Forest Way Development Project
North Oaks, Ramsey County, Minnesota

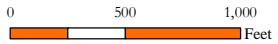
Figure 2



Lat: 45.104191
Long: -93.071739

- Reference Point
- ▭ PLSS Section
- ▭ PLSS Quarter-Quarter Section
- ▭ Survey Area

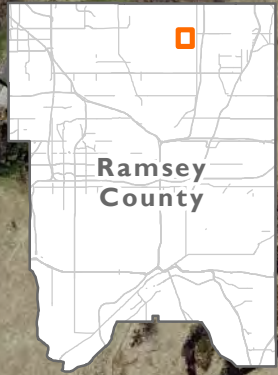
Source: OpenStreetMap, US Bureau of Land Management, US Census Bureau, Date: 4/26/2021



PLSS Survey Divisions
Rare Plant Survey
Red Forest Way Development Project
North Oaks, Ramsey County, Minnesota

Figure 3

MNR



NORTH OAKS NATURAL AREA

Catbird Ln

OPn92b

Lat: 45.104191
Long: -93.071739

Red Forest Way

MHs37a

MRn83

WMn82b

MRn83

MHs37a

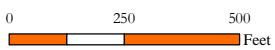
Black Lake Rd

OPn92a

MRn83

	Reference Point		Marsh System		Wet Forest System
	SOBS - Outstanding Significance		Mesic Hardwood Forest System		Wet Meadow/Carr System
	Survey Area		Open Rich Peatland System		

Source: MnGeo, MN Department of Natural Resources, US Census Bureau, Date: 4/26/2021

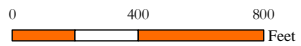


Native Plant Communities / Sites of Biodiversity Significance
Rare Plant Survey
Red Forest Way Development Project
North Oaks, Ramsey County, Minnesota

Figure 4

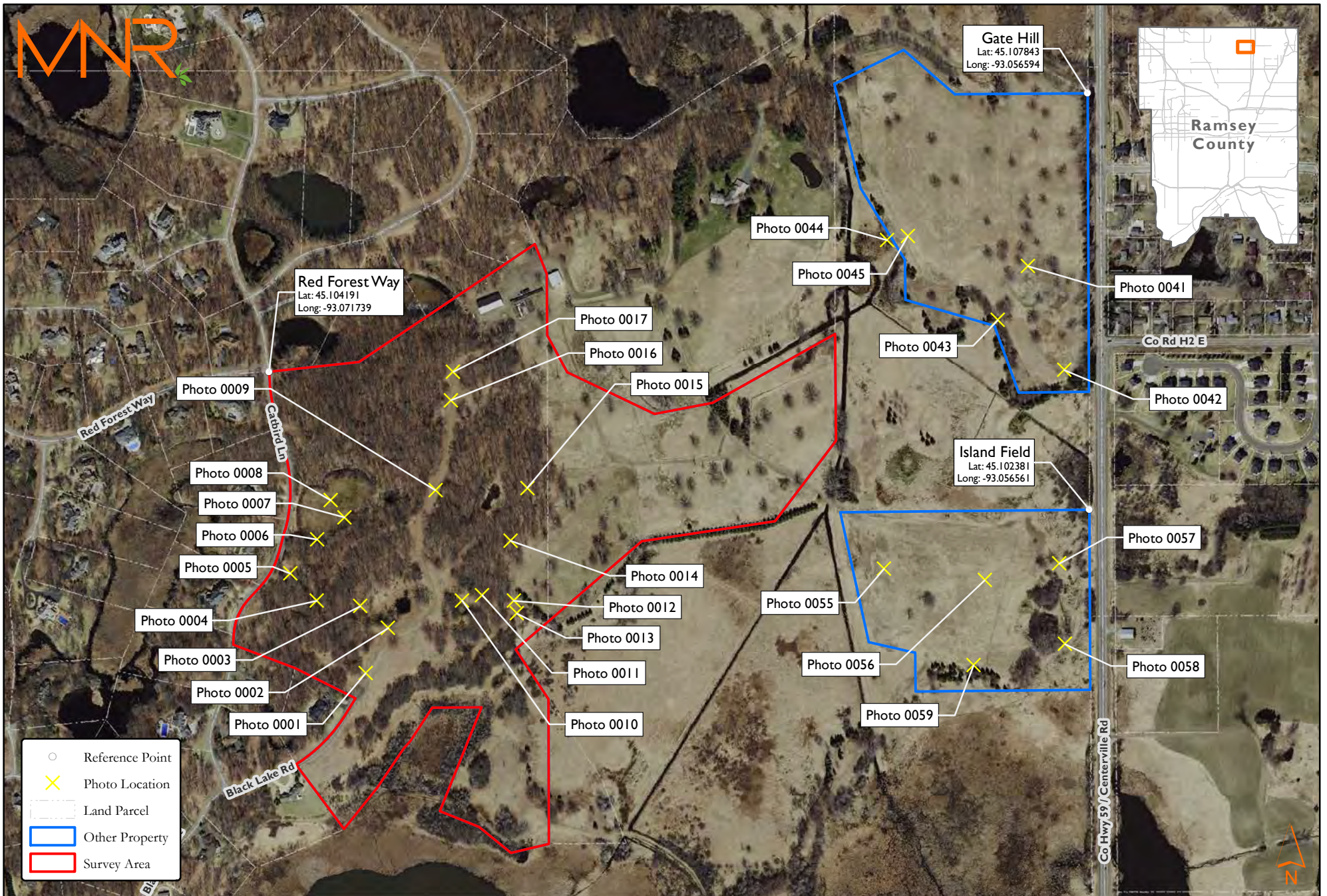


Source: MnGeo, MN Department of Natural Resources, US Census Bureau, Date: 6/21/2021



Survey Results
Rare Plant Survey
Red Forest Way Development Project
North Oaks, Ramsey County, Minnesota

Figure 5



Source: MnGeo, MN Department of Natural Resources, US Census Bureau, Date: 6/21/2021

Photo Locations
Rare Plant Survey
Red Forest Way Development Project
North Oaks, Ramsey County, Minnesota

Figure 6

Appendix A – Survey Protocol





Ms. Lisa Joyal
Endangered Species Review Coordinator
Minnesota Department of Natural Resources
Ecological & Water Resources
500 Lafayette Road
St. Paul, MN 55155

April 21, 2021

Ms. Joyal,

Midwest Natural Resources, Inc. (MNR) is proposing to conduct a mid-season rare plant survey within the 87.7-acre Red Forest Way project site located west of Centerville Road near County Road H2 East, in North Oaks, Minnesota (**Figure 1**).

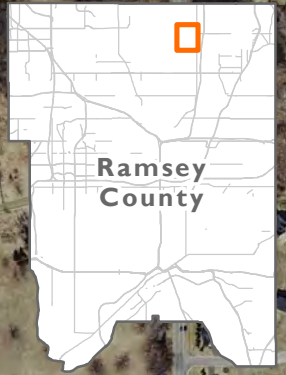
We previously conducted a habitat assessment last fall and concluded the need to conduct follow-up surveys during the 2021 growing season. A large portion of the site is forested, which is where we intend to focus our survey efforts. The forest system is intact and dominated by canopy of several oak species. This forested system additionally includes at least one species of *Rubus* that requires further evaluation during the growing season. Follow-up surveys are proposed for late June/early July and this effort will be completed either by Jake Walden or Otto Gockman.

Survey efforts will involve documenting all vascular plant species observed during this visit. Rare plant species, if encountered, will be documented spatially using sub-meter GPS units (Trimble GeoXT 6000). Rare plant species documentation will include notes on habitat, associate species, number of individuals observed within each population documented, and representative photos. Voucher collections will be made following the DNR's collection guidance procedure should the population allow for collecting.

A summary report will be produced at the conclusion of field efforts. This document will include information pertaining to survey methods, survey results, report figures/graphics, and appendices (species lists and representative photos). The report along with the GIS shapefile, associated spreadsheet, and an email from Welby Smith verifying specimen identification will be submitted to the designated NHIS email address should we have positive results.

Please let us know if you have any questions.

Scott A. Milburn, MS
Principal Botanist/President
Midwest Natural Resources, Inc.



- Reference Point
- ▭ Survey Area

Source: MnGeo, MN Department of Natural Resources, US Census Bureau, Date: 4/21/2021



Project Overview
Rare Flora Survey
Red Forest Way
North Oaks, Ramsey County, Minnesota

Figure 1

Appendix B – Species Lists



Species List		
<i>Acer negundo</i>	<i>Elymus repens</i>	<i>Pinus sylvestris</i>
<i>Acer saccharum</i>	<i>Epilobium leptophyllum</i>	<i>Plantago major</i>
<i>Achillea millefolium</i>	<i>Equisetum arvense</i>	<i>Poa pratensis</i> subsp. <i>pratensis</i>
<i>Agrimonia pubescens</i>	<i>Erechtites hieraciifolius</i> var. <i>hieraciifolius</i>	<i>Potentilla argentea</i>
<i>Agrostis gigantea</i>	<i>Erigeron strigosus</i>	<i>Potentilla palustris</i>
<i>Alisma</i> sp.	<i>Eurybia macrophylla</i>	<i>Potentilla recta</i>
<i>Alliaria petiolata</i>	<i>Festuca subverticillata</i>	<i>Potentilla simplex</i>
<i>Alnus incana</i> subsp. <i>rugosa</i>	<i>Frangula alnus</i>	<i>Prunus serotina</i>
<i>Alopecurus aequalis</i> var. <i>aequalis</i>	<i>Galium boreale</i>	<i>Quercus alba</i>
<i>Ambrosia artemisiifolia</i>	<i>Galium tinctorium</i> var. <i>tinctorium</i>	<i>Quercus ellipsoidalis</i>
<i>Amphicarpaea bracteata</i>	<i>Galium triflorum</i> var. <i>triflorum</i>	<i>Quercus macrocarpa</i>
<i>Anemone canadensis</i>	<i>Geranium maculatum</i>	<i>Quercus rubra</i>
<i>Anemone virginiana</i>	<i>Geum canadense</i>	<i>Ranunculus abortivus</i>
<i>Apios americana</i>	<i>Glyceria grandis</i> var. <i>grandis</i>	<i>Rhamnus cathartica</i>
<i>Apocynum androsaemifolium</i>	<i>Glyceria striata</i>	<i>Ribes missouriense</i>
<i>Apocynum cannabinum</i>	<i>Hackelia virginiana</i>	<i>Rubus ferrofluvius</i>
<i>Arctium minus</i>	<i>Helianthus</i> sp.	<i>Rubus idaeus</i> var. <i>strigosus</i>
<i>Asclepias exaltata</i>	<i>Hesperis matronalis</i>	<i>Rubus multiflorus</i>
<i>Asclepias incarnata</i> var. <i>incarnata</i>	<i>Ilex verticillata</i> var. <i>verticillata</i>	<i>Rubus occidentalis</i>
<i>Asclepias syriaca</i>	<i>Impatiens capensis</i>	<i>Rubus sativus</i>
<i>Athyrium filix-femina</i> var. <i>angustum</i>	<i>Iris versicolor</i>	<i>Rudbeckia hirta</i> var. <i>pulcherrima</i>
<i>Betula papyrifera</i>	<i>Leersia</i> sp.	<i>Rumex britannica</i>
<i>Betula pumila</i>	<i>Lemna</i> sp.	<i>Sagittaria</i> sp.
<i>Bidens connata</i>	<i>Leonurus cardiaca</i>	<i>Salix lucida</i>
<i>Boehmeria cylindrica</i>	<i>Lonicera tatarica</i>	<i>Salix petiolaris</i>
<i>Bolboschoenus fluviatilis</i>	<i>Lotus corniculatus</i>	<i>Scutellaria galericulata</i>
<i>Bromus inermis</i>	<i>Lycopus americanus</i>	<i>Solanum dulcamara</i>
<i>Carex cristatella</i>	<i>Lycopus uniflorus</i>	<i>Solidago canadensis</i>
<i>Carex gracillima</i>	<i>Lysimachia thyrsoiflora</i>	<i>Solidago gigantea</i>
<i>Carex lacustris</i>	<i>Maianthemum canadense</i>	<i>Solidago speciosa</i>
<i>Carex stipata</i> var. <i>stipata</i>	<i>Maianthemum racemosum</i> subsp. <i>racemosum</i>	<i>Sorghastrum nutans</i>
<i>Carex stricta</i>	<i>Medicago lupulina</i>	<i>Spiraea tomentosa</i> var. <i>rosea</i>
<i>Carex utriculata</i>	<i>Monarda fistulosa</i>	<i>Taraxacum officinale</i>
<i>Carex vesicaria</i>	<i>Myosoton aquaticum</i>	<i>Thalictrum</i> sp.
<i>Celastrus</i> sp.	<i>Onoclea sensibilis</i>	<i>Thalictrum thalictroides</i>
<i>Centaurea stoebe</i> subsp. <i>micranthos</i>	<i>Osmunda cinnamomea</i>	<i>Thelypteris palustris</i> var. <i>pubescens</i>
<i>Chenopodium album</i>	<i>Osmunda claytoniana</i>	<i>Toxicodendron rydbergii</i>
<i>Cicuta bulbifera</i>	<i>Osmunda regalis</i> var. <i>spectabilis</i>	<i>Toxicodendron vernix</i>
<i>Circaea lutetiana</i> var. <i>canadensis</i>	<i>Oxalis stricta</i>	<i>Triadenum fraseri</i>
<i>Cirsium arvense</i>	<i>Parthenocissus vitacea</i>	<i>Trientalis borealis</i>
<i>Corylus americana</i>	<i>Persicaria amphibia</i>	<i>Trifolium pratense</i>
<i>Cuscuta</i> sp.	<i>Persicaria sagittata</i>	<i>Trifolium repens</i>
<i>Desmodium glutinosum</i>	<i>Phalaris arundinacea</i>	<i>Typha</i> sp.
<i>Dianthus armeria</i> subsp. <i>armeria</i>	<i>Phleum pratense</i> subsp. <i>pratense</i>	<i>Utricularia vulgaris</i>
<i>Dioscorea villosa</i>	<i>Pilea</i> sp.	<i>Uvularia sessilifolia</i>
<i>Doellingeria umbellata</i>	<i>Pinus strobus</i>	<i>Vaccinium angustifolium</i>

Appendix C – Representative Photos





Photo 0001 (facing east)



Photo 0002 (facing northwest)



Photo 0003 (facing northwest)



Photo 0004 (facing east)



Photo 0005 (facing north)



Photo 0006: Peatland community with *Sphagnum* cover in the interior (facing northeast)



Photo 0007 (facing north)



Photo 0008 (facing southwest)



Photo 0009 (facing south)



Photo 0010: Wetland basin of lake sedge and reed canary grass (facing southeast)



Photo 0011 (facing east)



Photo 0012 (facing northeast)



Photo 0013 (facing south)



Photo 0014 (facing northwest)



Photo 0015 (facing north)



Photo 0016 (facing east)



Photo 0017



Photo 0041 (Gate Hill 2020) – facing south



Photo 0042 (Gate Hill 2020) – facing west



Photo 0043 (Gate Hill 2020) – facing southwest



Photo 0044 (Gate Hill 2020) – Eagle nest



Photo 0045 (Gate Hill 2020) – facing northeast



Photo 0055 (Island Field 2020) – facing east



Photo 0056 (Island Field 2020) – facing southeast



Photo 0057 (Island Field 2020) – facing north



Photo 0058 (Island Field 2020) – facing south



Photo 0059 (Island Field 2020) – facing west

Appendix D –Photos of *Rubus multiflorus*





Photo of the Kinnickinnick dewberry leaf.



Photo of the Kinnickinnick dewberry leaf.



Photo of the Kinnickinnick dewberry leaf.

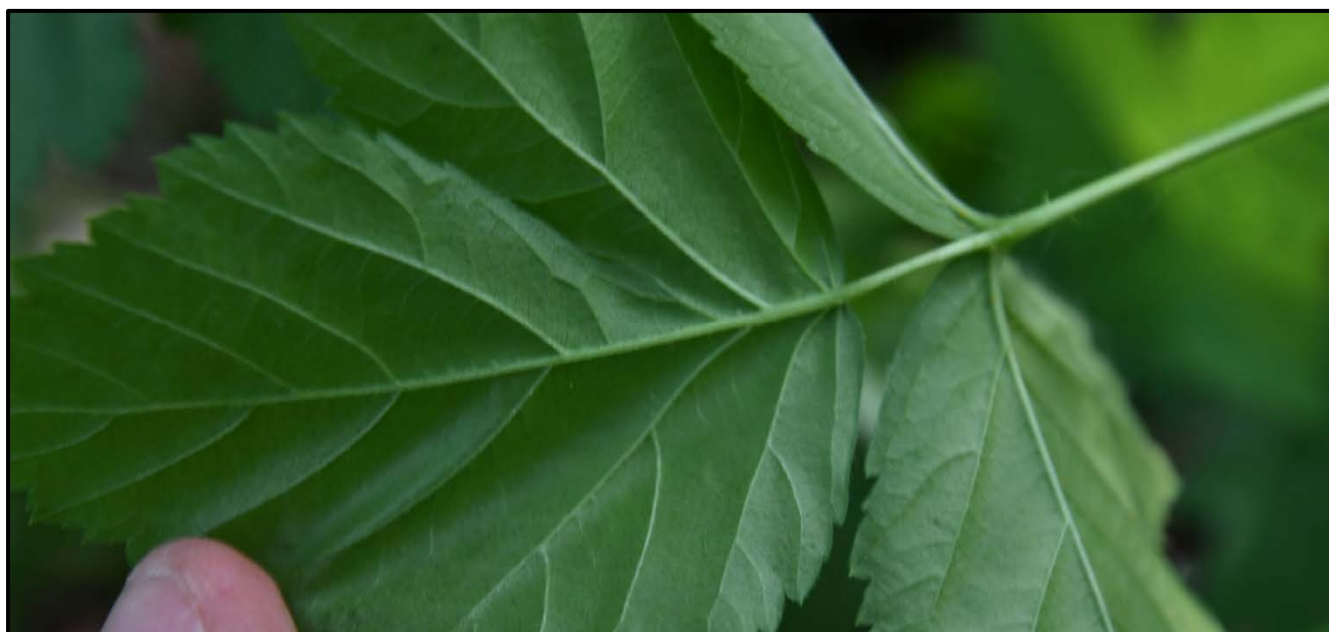


Photo of the Kinnickinnick dewberry leaf underside.



Photo of the Kinnickinnick dewberry habitat.

Red Forest Way Tree Assessment

4/16/23

To whom it may concern;

Construction on the Red Forest Way Development is well underway. The old farm roads on site were mostly used for placement of the new roads and given the large acreage of this site, limited tree removal has occurred to date. Roads have been graded, ponds have been dug in, and silt fencing has been installed. The forest resource at Red Forest Way is a high-quality mature oak overstory and future steps will be important in preserving as much as possible during the continued development of the site. City personal, HR Green staff, and the City Forester reviewed the site and determined that many steps can be taken to limit impacts to save trees. Some of these are included below.

- While some silt fence has been installed along the road edges, it is lacking. Silt fence should be installed along all roadway edges. Silt fence helps reduce erosion and discourages equipment from going into tree preservation areas. Make sure the silt fence is respected by contractors on site and immediately raise any silt fence that is compromised. With continued construction not beginning until Spring, pre-construction meetings are an excellent time to advocate the seriousness of tree preservation efforts and penalties for violations.
- Some surface soil was removed/graded from beyond the construction limits to the possible detriment of save trees. An inventory of these trees was conducted so that we can monitor their health in the future.
- Do not place excessive fill around save trees. The less fill the better, and it should never be more than a few inches.
- Prune trees to a height of at least 15 feet above the proposed street edge. There are many cases of low hanging tree branches extending over the street edge. These trees, if not pruned, will most likely be damaged during the paving or post-paving process. Also, consider post-construction height of streets as current grading may not be indicative of final street height. It is better to properly prune these tree branches back to the best viable point further back on the branch or all the way to the trunk if necessary. Remember, March-June is the high-risk period for oak wilt. **Immediately** spray all wounds to oaks, including larger diameter roots (which should be cut clean first), with a latex-based paint.
- July-October is lower risk for oak wilt, but not no risk. Oak wilt can have significant consequences to an oak forest. Once it starts it is hard to control, but it is, for the most part, preventable. All precautions should be taken to limit the occurrence of oak wilt on site.

- Designate an area to stockpile construction equipment such as concrete pipes, etc. It should be a well-marked area and should not encroach onto the root system of trees.
- Designate a parking area/s for work and employee vehicles situated away from all trees. Perhaps down by the farmstead area.
- Indirect impacts from construction do more harm to trees in the long term than the direct impacts. Soil compaction is the silent killer of trees. All efforts should be made to keep materials and equipment of critical root zones.
- If save trees are going to be preserved within the construction limits armor trees with 2X4's to reduce the chance of mechanical injury to the trunk.
- After harvesting, blow chipped tops of trees along tree protection fencing to help reduce soil compaction from construction equipment and moderate soil temperatures and moisture levels.
- Before preserving save trees on edges make sure they are healthy (good structure, no decay, etc.) and will not become a hazard tree within a few years. An arborist or City Forester assessment may be justified for individual trees.
- Root cutting and growth hormone regulator treatments for high-value trees are also options that could be implemented.
- The City Forester is available for on-site assistance and to help with best management practices.

Mark Rehder
Contracted City Forester



651.792.7765
nohoa@nohoa.org
100 Village Center Drive | Suite 240
North Oaks, MN | 55327

May 4, 2023

City of North Oaks
Attn: City Administrator Kevin Kress
100 Village Center Drive, #230
North Oaks, MN 55127

Dear Kevin,

Enclosed are the North Oaks Home Owners' Association, Board of Directors, comments related to the Red Forest Way South Phase II Development project that is scheduled for review by the North Oaks Planning Commission this month. We appreciate the opportunity for comment and look forward to seeing this project advance this construction season.

Sincerely,
Roberta Colotti
NOHOA Executive Director



Date: May 4, 2023

RE: Red Forest Way South, Phase II

NOHOA PRELIMINARY PLAN COMMENTS

Final Plat & Easement Plans (Sheets 2 and 3 of 7)

- Portions of the trail easements shown are within the 30-foot setback area for wetlands. We would like details on how the trail will be graded within this area and what the elevation of the trail will be relevant to the high water level of the wetlands.
- To ensure that adequate trail easements are being provided, we would request the Company provide a single document showing all trail, street, and storm sewer easements over the entire area of the Red Forest Way South development (Phase I and II).
- The storm pipe between CBMH 16 and FES 15 is in excess of 10 feet deep. The proposed 20-foot easement should be widened to 30 feet. We would also recommend that another structure be added, and the storm line be rerouted to run closer and parallel to the lot line as the current alignment will decrease the buildable area on the parcel by 4,300 sf.
- All the easements shown on various submittal sheets are not included in the Final Plat Easement Plan that was provided with this submittal. This sheet should be revised to include all easements within the entire Red Forest Way South Development. In general easements should be provided over all ponds, basins, wetlands and along the emergency overflow paths from Wetland #3, Wetland #4, and Wetland #5.
- The open space area required in the PDA should be dedicated to NOHOA at this time to allow connection to the Black Lake trail system.

Final Grading Plan (Sheets 4A-4D of Sheets 4A-4E)

- Approximately 4/5ths of the roadway is proposed to be curbed. The transitions from rural section to curbed section occurs at two locations 7+10 and 40+45. These locations are at or close to low points, which will result in concentrated runoff flowing off the curb. Bituminous spillways and rip rap are proposed based on the detail on sheet 7A, but there is still the potential for future erosion issues. Given the amount of curb already being proposed we recommend the curb transitions be moved to the high point at 3+27 and the curb radii adjacent to Catbird Lane at approximately 43+50 to remove the potential for erosion issues from concentrated water running off the curb. The storm sewer will need to be reviewed and inlets added at the low points adjacent to the current transition areas.
- Provide the Emergency Overflow Elevation and flow path from Wetland #3, Wetland #4, Wetland #5, and all street low points.

The mission of the North Oaks Home Owners' Association is to preserve and enhance North Oaks through outstanding leadership, services, and stewardship of our resources.

- The trails up to the roadway on Phase II appear to be constructed lower than the adjacent properties, i.e. water is being directed onto and down the trail. The trails should be elevated with ditch sections on both sides so that water is not conveyed down the surface of the trail.
- The grading plan should account for the grading necessary for constructing the trails. The trails within the development and the trail connections to the larger NOHOA system should be constructed with the development even if they are outside this property to provide connection to the larger trail system.
 - The trails should be graded with a minimum 12-foot width at no more than a 2% cross slope. The final finished surface should be centered in the easement.
- Provide information on the section to be used and the final surface of the trails and emergency access points.
- There appears to be significant grade difference between the street grade and the proposed building pad location on some parcels with slopes of 3:1 for a considerable distance. It should be noted that NOHOA does not allow retaining walls within the street easement or setback and maximum driveway slope is 10 percent. Anticipated house pads and driveways should be added to the grading plan along with the anticipated grade on the driveway to verify the access grades are less than the maximum 10 percent allowed.
- A swale should be added along the shared lot line between Lots A and B.
- The grading plan indicates a paver emergency overflow route out of Pond #1 over the trail alignment. Please provide more detail on this overflow to ensure the grooming machine can navigate the crossing.

Erosion Control Plan (Sheets 5A-5C)

- The silt fence does not appear to enclose the trail alignments. Adjust the silt fence to ensure trail grading areas are within the protected site.

Storm Sewer Plan (Sheets 6I-6L)

- Exterior Chimney seals should be installed on all storm sewer structures.
- The existing Corrugated Metal Pipe (CMP) at station 5+60 connecting Wetland #2 to Wetland #3 should be replaced with new RCP or HDPE.
- Inlets appear to be concentrated around the storm ponds. In general, it appears that greater spacing of inlets should be used. Spread calculations should be provided to document proper inlet spacing.
- There are sumps provided at the pond and basin outlet control structures. Sumps in the outlet control structures, which are after the pond system, provide little to no benefit and should be removed.
- Sumps (5-6 feet in depth) and SAFL baffles or similar devices should be added at the last manhole in a storm run close to the street for sediment removal prior to each stormwater pond or basin for sediment removal.
- The proposed curb inlet casting is wider than the curb based on the details provided. The inlets should be set back so that the front of the casting matches the toe of the curb and the back of curb pushed back to match the back of casting.

Final Street Plans (Sheets 7A-7F)

- Street Note 3 indicates ditches to be sloped 3:1, but the detail indicated 4:1 slopes for the road side of the ditch. Modify note 3 accordingly.
- A note should be added under the Street Notes to indicate the design load capacity provided by the typical section proposed.

General Comments

- As the watermain and sanitary sewer does not fall under NOHOA purview we have not provided comments on its design.
- A NPDES, MnDOH, and an MPCA sanitary extension permit must be obtained before any construction occurs.
- Three sheets were included that outlined all the trails that are proposed through and around the Red Forest Way development. Comments on that information is as follows:
 1. Based on the mapping there is no trail connection across lot Q. The previous plans for the first phase of Red Forest Way South included a trail easement and trail across lot Q. That portion of trail should be added to the map and be constructed with the improvements. There should also be a trail easement for a connection to Red Forest Way 2B in accordance with the executed trail agreement between the North Oaks Company and NOHOA.
 2. All of the proposed trails shown should be constructed with the development prior to any house construction.
 3. The executed trail agreement outlined that any trail crossings that crossed a street would have the connecting trail as close to a perpendicular location across the street as possible to minimize on-street trails. As such, we would request that the trail connection between Lots G and F in Red Forest Way South Phase 2 be moved to a trail connection between Lots H and G.
 4. It is requested to provide a trail easement for an off-street trail on Lot A in Red Forest Way South Phase 1 that is directly across from the existing trail on the west side of Catbird Lane.

From: [Scollan, Daniel \(DNR\)](#)
To: [Kendra Lindahl, AICP](#); "[Kristie Elfering](#)"; mark@rehderforestryconsulting.com; tboehlke@ljfd.org; [Phil Belfiori](#)
Cc: [Bridget McCauley Nason](#); [Kevin Kress \(kkress@northoaksmn.gov\)](mailto:kkress@northoaksmn.gov); [Gleason, John \(DNR\)](#)
Subject: RE: Red Forest Way South - Phase 2
Date: Friday, April 28, 2023 8:51:30 AM
Attachments: [image010.png](#)
[image011.png](#)
[image012.png](#)
[image014.png](#)
[image015.png](#)
[image016.png](#)
[image017.png](#)
[image018.png](#)
[image019.png](#)
[image001.png](#)

Good Morning,

DNR provides the following comment:

We have reviewed the submitted plans and find that the delineation of the ordinary high water level (OHWL) of Black Lake (62-19P) within these plans is correct.

Best Regards,

Dan Scollan

East Metro Area Hydrologist – Ramsey and Washington Counties
Division of Ecological and Water Resources

Minnesota Department of Natural Resources

1200 Warner Road
St. Paul, MN 55106
Phone: 651-259-5732
Fax: 651-772-7977
Email: daniel.scollan@state.mn.us
mndnr.gov



From: Kendra Lindahl, AICP <KLindahl@landform.net>
Sent: Friday, April 14, 2023 3:55 PM
To: 'Kristie Elfering' <kelfering@elferingeng.com>; mark@rehderforestryconsulting.com;
tboehlke@ljfd.org; [Phil Belfiori <phil.belfiori@vlawmo.org>](mailto:phil.belfiori@vlawmo.org); Scollan, Daniel (DNR)
<daniel.scollan@state.mn.us>
Cc: [Bridget McCauley Nason <bnason@levander.com>](mailto:bnason@levander.com); [Kevin Kress \(kkress@northoaksmn.gov\)](mailto:kkress@northoaksmn.gov)
<kkress@northoaksmn.gov>

Subject: Red Forest Way South - Phase 2

This message may be from an external email source.

Do not select links or open attachments unless verified. Report all suspicious emails to Minnesota IT Services Security Operations Center.

All,

I am the North Oaks Consulting City Planner. The City has received an application for preliminary plat/plan for Red Forest Way South. The application is tentatively scheduled for Planning Commission review on May 10th.

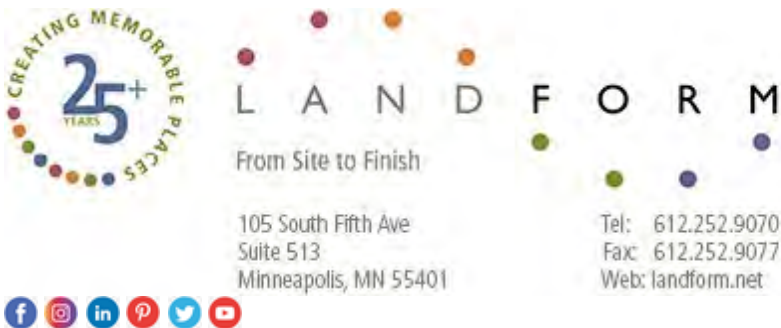
Here is a link to the files: <https://we.tl/t-PECi1bPgvz>

Please provide any comments to me by April 28th to be included in the packet. Thank you.

Kendra Lindahl, AICP

LANDFORM, Principal Planner

Direct: 612-638-0225



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TO: Kendra Lindahl

FROM: Brian Corcoran Vadnais Lake Area WMO (VLAWMO)

DATE: April 18, 2023

SUBJECT: Comments – Red Forest Way South Phase 2 – SWMP dated 10.6.2021

Please find below, per your request, the VLAWMO “advisory” comments for the Red Forest Way Phase 2 – SWMP Review received 4.14.2023. These comments are advisory only given that VLAWMO does not operate a regulatory program for development review with exception of the Wetland Conservation Act (WCA). Our Water Management policy and standards have been adopted and are enforced by our respective City’s and Township. As part of providing these advisory comments VLAWMO staff only does a high level cursory review of the developer engineering’s summary information provided in table 5.3, 5.4 & 5.5 (rate control), table 5.6 & 5.7 (stormwater runoff volume) and table 5.8 (water quality) as represented by the developer engineer. This review does not include any review of any of the modeling data provided in the Red Forest Way South Phase 2 SWMP or any of the other analysis or data contained in the report.

- The Development’s proposed conditions for rate control should not exceed existing conditions. Per below tables from 10.6.2021 SWMP report rate control does meet requirements.

Table 5.3 Total Discharge

Condition	2-Year	10-Year	100-Year
Existing ¹	30.8	73.6	205.6
Proposed ¹	27.9	60.9	157.7
Difference	-2.9	-12.7	-47.9

¹ Total site discharge was calculated as the sum of the peak discharge to each of the three discharge points

Table 5.4 Discharge to North Oaks Road Culvert

Condition	2-Year	10-Year	100-Year
Existing	1.4	4.2	15.9
Proposed	0.2	0.6	2.6
Difference	-1.2	-3.6	-13.3

Table 5.5 Discharge to South Wetland

Condition	2-Year	10-Year	100-Year
Existing	29.4	69.4	189.7
Proposed	27.7	60.3	155.1
Difference	-1.7	-9.1	-34.6

- The Development's proposed conditions for stormwater runoff volume should not exceed existing conditions. Per below tables from 10.6.2021 SWMP report runoff volume meets requirements.

Table 5.6 Abstraction Requirement

New Impervious Area (ac)	Required Abstraction Volume (ac-ft)	Required Abstraction Volume (cf)
7.2	0.660	28,750

Table 5.7 Project Abstraction Summary

BMP	Provided Abstraction Volume (cf)	Abstraction Zone	Design Filtration Rate (in/hr)	Drawdown Time (hrs)
Basin 1	19,046	936.0 – 938.2	1.2	23
Basin 2	1,119	937.0 - 937.5	1.2	8
Basin 3	16,092	934.0 - 936.5	1.2	30
Total	36,257			

- The Development's proposed conditions for water quality should not exceed existing conditions. Per below table from 10.6.2021 SWMP report water quality meets requirements.

Table 5.8 BMP Performance Summary

Variable	Existing Loading (lbs/yr)	Proposed Loading (lbs/yr)	Total Removed (lbs/yr)	Proposed Discharge (lbs/yr)	Pollutant Reduction (from Existing Conditions)
TSS	4357	6876	4440	2436	-1921
TP	14.0	22.2	9.8	12.4	-1.6

- A MNRAM report was received 1.27.2022 identifying management classes of the wetlands on site
- A Disturbed Buffer Plan was received 1.26.2022
- A Rare Plant Survey Report dated 6.22.2021 was received 1.27.2022. Report notes that a significant portion of the Red Forest Way parcel is identified as an Outstanding Site of Biodiversity Significance.
- Comments have not changed from the Red Forest Way South Phase 1 comments as the same SWMP has been provided for Phase 2. MNRAM and Buffer Plan is the same as well.
- No wetland impacts have been identified, delineation for site approved 12/28/2018.

Thank you,



Brian Corcoran

From: [Dale Reed](#)
To: [Evan P. Monson](#); lauren@northoaks.com
Cc: [Pat Christopherson](#); [Kevin Kress](#); [Kendra Lindahl, AICP](#); [James E. Studenski](#)
Subject: RE: Red Forest Way South Phase 2 - Preliminary Plan Submittal in North Oaks
Date: Thursday, April 20, 2023 7:49:34 AM

Lauren,

Just added "valve" to Item 1 below, to clarify.

Dale

Dale Reed
Public Works Director
White Bear Township
Direct Line = 651-747-2777

From: Evan P. Monson <evan.monson@tkda.com>
Sent: Wednesday, April 19, 2023 11:30 AM
To: lauren@northoaks.com
Cc: [Pat Christopherson](mailto:Pat.Christopherson@whitebeartownship.org) <Pat.Christopherson@whitebeartownship.org>; [Kevin Kress](mailto:Kevin.Kress@northoaksmn.gov) <KKress@northoaksmn.gov>; [Kendra Lindahl, AICP](mailto:Kendra.Lindahl@landform.net) <KLindahl@landform.net>; [Dale Reed](mailto:Dale.Reed@whitebeartownship.org) <Dale.Reed@whitebeartownship.org>; [James E. Studenski](mailto:James.E.Studenski@tkda.com) <jim.studenski@tkda.com>
Subject: RE: Red Forest Way South Phase 2 - Preliminary Plan Submittal in North Oaks

Caution: This email originated outside our organization; please use caution.

Lauren,

Below are the comments from Township Staff regarding the submittal. Most are the same as what was sent over last week with the comp plan amendment, though there is one new comment which is in red below.

1. The hydrant on plan sheet 6H, where the proposed connection to the existing watermain is shown, will need to have a gate valve added to it.
 - a. Dale noted it isn't show on the plans, so it is presumed that there is no hydrant valve.
2. Water supply – The proposed watermain through RLS 561, 637, and 640.
 - a. The 8" watermain connection to Island Field appears to be connecting to the sanitary sewer line.
 - b. The 6" watermain connection to Gate Hill is recommended to be 8" watermain.
 - c. The City of North Oaks should consider installing a larger water feed from Centerville Road, either a 12" or 16" pipe for future expansion. Exhibit 4 shows some more area being served between Anderson Woods and Gate Hill that is not identified on Exhibit 6.
 - d. No documentation was provided showing water pressures or supply capacity for

residential usage or fire protection.

3. The Town's water supply has pending litigation regarding White Bear Lake levels that may impact this proposed expansion.
4. The Town has sent the City of North Oaks notification of termination of the existing water agreement.
5. Sanitary Sewer Service – The proposed sanitary sewer through RLS 561, 637 and 640.
 - a. Lift station capacity will need to be confirmed for the proposed expansion.
6. Agreements defining usage, capacity and maintenance will be necessary.
7. Due to the items listed above, it appears that the proposed project has significant item to address before moving forward.
8. This is only a preliminary review of items that need to be addressed before any formal recommendations or actions can be made.

Evan Monson
Planner

C 651.308.0036

E evan.monson@tkda.com

444 Cedar Street, Suite 1500, Saint Paul, MN 55101



From: Lauren Grouws <lauren@northoaks.com>

Sent: Tuesday, April 18, 2023 12:55 PM

To: Dale Reed <Dale.Reed@whitebeartownship.org>; James E. Studenski <jim.studenski@tkda.com>; Pat Christopherson <Pat.Christopherson@whitebeartownship.org>

Cc: Kevin Kress (<kkress@northoaksmn.gov> <kkress@northoaksmn.gov>); Kendra Lindahl, AICP <KLindahl@landform.net>

Subject: Red Forest Way South Phase 2 - Preliminary Plan Submittal in North Oaks

CAUTION: This email originated from outside of TKDA. Do not click links or open attachments unless you recognize the sender and know the content is safe.

White Bear Township Team,

Below is a link to the plans as they were submitted to North Oaks for review for the Red Forest Way South Phase 2 project. This submission was deemed complete by the Planning Commission on April 12th and will be reviewed and discussed at a public hearing at the Planning Commission on May 10th. Please provide any comments to the City on the water and sewer prior to that meeting so they can be included with the packet. Let me know if you need any additional documents to complete your review. Thanks!

[Red Forest Way South Phase 2](#)

Lauren Grouws, PE

VP Development

Office: (651) 484-3361

Cell: (253) 312-6913

lauren@northoaks.com



5959 Centerville Road #200

North Oaks, MN 55127



May 25, 2023

Via Email

Mr. Kevin Kress City
Administrator
City of North Oaks
100 Village Center Drive #230
North Oaks, MN 55127

**Re: Red Forest Way South – Phase 2 – Preliminary Engineering Plan Review Comments
Response from North Oaks Company LLC**

Dear Kevin,

The Red Forest Way South, Phase 2 preliminary development plans stamped and dated March 23, 2023 were reviewed by North Oak’s City Engineer, HR Green. The comments below were submitted to the City of North Oaks on May 3, 2023 on these plans.

Preliminary engineering plan reviews were performed on the following plan sheets, all sheets signed on March 23, 2023:

- TITLE SHEET – Sheet 1/7**
- PRELIMINARY PLAT/GRADING PLAN - Sheet 4A – 4D/7**
- PRELIMINARY EROSION CONTROL PLAN – Sheets 5A – 5C/7**
- PRELIMINARY SANITARY SEWER & WATERMAIN PLAN – Sheets 6A – 6E/7**
- PRELIMINARY WATERMAIN PLAN – Sheets 6F – 6H/7**
- PRELIMINARY STORM SEWER PLAN – Sheets 6I – 6L/7**
- PRELIMINARY STREET PLAN – Sheets 7A – 7F/7**

North Oaks Company LLC has reviewed these comments with the Design Engineer, Sathre-Bergquist, Inc. Below in **red** are how we propose to address these comments.

TITLE SHEET

Sheet 1

1. Only three driveways are shown on cul-de-sac lots
Response: All potential driveway locations shown on lots that will be graded.
2. Notes section – 30-ft roadway easement – add on each lot adjacent to roadway.
Response: 30-foot roadway easement is indicated on plan sheets and notes.

PRELIMINARY PLAT/GRADING PLAN

SHEET 4A

3. Show trail and utility easements outside of development boundaries

Response: Added to plans. These easements were previously recorded with Ramsey County for Phase 1.

4. Hold down detail – is this more appropriate for building permit phase, or provide additional elevation detail on showing WO along cul-de-sac roadway

Response: Holddown detail shown as typical for each of the lots is to be graded.

5. Need additional geotechnical report for ground water elevations for walkouts

Response: Additional field test pits are proposed in the field to determine groundwater elevations and their impact on the walkout lots.

6. Add curb flumes to on-site BMP note 1

Response: Note added to On-Site BMPs Notes.

7. Add wood fiber blanket requirement on typical street section details where slope is 3:1 or greater, per on-site BMP note 3

Response: Note added to typical street section detail for when slopes are greater than 3:1. Wood fiber blanket has been indicated on the erosion control sheets.

8. Provide detail for flume section flowing off curb section

Response: Flume detail added to sheet 4A (also shown on 7A – Street Plan).

9. Define line in left side 3:1 slope in No Ditch typical section

Response: Extra vertical line deleted.

10. Street Note 2. – Change 9” of class 5 recycled to 12.5” to match the typical section

Response: Note updated to read 12.5” for total street section (1.5” wear, 2” base, 9” class 5)

SHEET 4B

11. Show easements for trails and utilities outside of roadway areas

Response: Trail and roadway easement lines added to plans.

12. Show grading and more details for trail locations

Response: The detail below (3/L1) added to the plans. The slope of the trail will conform with adjacent existing grades and the trail surface will grade to have slope in one direction sufficient for drainage.



13. Clearly identify and show pond access locations providing access to entire pond area

Response: Hatch added to pond access routes to provide access to flared ends and outlet structures.

14. Show grading for pond access

Response: Spot elevations along pond access routes added.

15. Clearly identify curb and gutter section areas

Response: Areas of curb are more clearly defined on the plans.

16. Extend silt fence on lot J to include 912 elevation contour grading

Response: Silt fence extended to 912 elevation contours on Sheet 4C.

17. Show scour protection areas at curb transition flume locations – typical for all locations

Response: Scour protection (rip rap) areas added to curb transition flume locations.

18. Scour protection should extend into ditch to prevent ditch erosion

Response: Scour protection extended into ditch.

19. Extend silt fence limits in F-640

Response: No silt fence shown on F-640 given the worked soil is down gradient from high point. This work is already completed and part of the Phase 1 grading.

20. EOF and Basin HWL elevation differences are inconsistent. Confirm all elevations.

Response: EOF and Basin HWL elevations are listed in the plan view.

21. Add biologs around new roadway connection ditches

Response: Biologs added to roadway connections to ditches.

22. Add grading notes to ensure positive drainage at 42+00 culvert inlet

Response: Invert elevations added along with drainage arrows for culvert at 42+00

23. Show EOF location for wetland #3

Response: EOF route of Wetland #3 better defined on the plans.

SHEET 4C

24. Provide and clearly show pond access around pond 1 to access entire pond

Response: Hatch added to pond access routes to the outlet structures and flared end sections. Pond was approved and constructed with Phase 1 plans.

25. Clearly identify drainage easement to basin 1

Response: Easement line called out on plans for drainage easement location.

26. Show trail grading

Response: See comment #12 response.

27. Extend silt fence to cover trail grading areas

Response: Silt fence location to be revised to include trail grading areas once final locations are determined in the field.

28. Pond #1 EOF water elevations is approximately 25-ft from WO pad shown on lot B, needs to be addressed

Response: Proposed building pad is located outside of HWL/pond easement (typical) and proposed basement elevation is 3.4' above the HWL of the pond.

SHEET 4D

29. Driveway locations shown. Shown on only three lots. Show driveway locations on additional lots

Response: See response to comment #1.

30. Show driveway (and potential driveway) locations and slopes for all lots to roadway connections

Response: Driveway locations only shown on graded lots. All remaining lots are custom lots to be graded for the proposed home.

31. Driveway slopes should be less than 10%

Response: Slopes added to plans for graded lot driveways. Slopes vary from 3.1% to 6.6%.

32. Trail is within wetland setback on lot D

Response: Trails can be located within wetland setbacks per VLAWMO, City Code, and the PDA.

33. Show trail grading activities on lot G to confirm no activities in wetlands

Response: Trails to be field fit and will avoid all wetland impacts.

34. Adjust silt fence on lot D for trail grading area

Response: Silt fence location revised to include trail grading areas

35. Show pond #1 access location and grading

Response: See response to comment #24

36. Show trail easement west of pond #1

Response: Trail easement added to plan.

37. Confirm elevations and drainage around J-640. Roadway plans show around 5-ft of fill.

Response: Lot drains to road which then drains to the pond.

38. Show utility easement for water and sewer beyond development boundaries (towards wetland #1)

Response: Water and sewer easement added to plan. Sheet 3B of 7 added to show additional easments.

39. For lot grading areas along cul-de-sac, drainage swales should be provided alongside lot lines to ensure no cross-lot drainage occurs

Response: Drainage swales along property lines provided on graded lots to contain drainage to the lots.

PRELIMINARY EROSION CONTROL PLAN**SHEET 5A**

40. Confirm if erosion control blanket is wood fiber blanket

Response: Detail for blanket installation revised to denote 'woodfiber'.

41. Decrease perforated riser hole sizes or increase rock size to be larger than hole size

Response: Perforated riser detail updated.

42. Show driveway (or potential) locations and slopes on all lots

Response: Driveways grades and potential locations to be shown on graded lots. Wooded lots are all custom and location of driveways to depend on home on lot and the grading of the lot for the proposed home. Driveway grades to be provided at building permit phase.

43. Slopes should be less than 10%

Response: Driveways slopes to be added to plans not to exceed 10%. Driveway grades added to sheet 4D.

SHEET 5B

44. Note EOF elevations. They are not legible (typical)

Response: EOF elevations text size increased to be legible.

45. Confirm consistency of HWL and EOF elevations

Response: HWL/EOF elevations have been updated to match the approved SWMP.

46. Clearly identify curb section locations

Response: Locations of curb have been more clearly identified on the plans.

47. Tie silt fence into a contour at Black Lake Road connection

Response: Silt fence extended to connect to Black Lake connection.

48. Show grading for trail and silt fencing

Response: See response to comment #12.

49. Connect silt fencing along lot K to better protect wetland

Response: Silt fence has been extended to better protect the wetland with the grading of Lot J.

SHEET 5C

50. Note EOF elevations. They are not legible (typical)

Response: See response to comment #44.

51. Note how water line will be installed to the west for potential additional silt fencing

Response: Silt fence to be added in the field as required to comply with NPDES permit.

52. Connect silt fencing between lot E and F

Response: Silt fence connected between lots E and F.

53. Trail outside silt fencing along north edge of development

Response: Silt fence location revised to include trail.

54. Extend silt fencing near deer barn construction entrance

Response: Silt fence extended to deer barn construction entrance.

55. Show trail grading and details

Response: See response to comment #12.

PRELIMINARY SANITARY SEWER AND WATERMAIN PLAN

SHEET 6A

56. Show/provide water easement for watermain connection to the north

Response: Watermain easement added.

57. Show/provide water/sewer easement for watermain connection to the east

Response: Water/sewer easement added.

58. Show/provide trail easement for trail connection to the passive openspace

Response: Tract to be deeded to NOHOA, no easement is needed as they will be in control of the property. Trail easement connects to passive open space.

59. Note 9 shows down to 4" watermain. Only 6" and 8" watermain shown on plans

Response: Note 9 revised to read 6"-8".

60. Septic and well location note on sheet. Are wells and septic systems planned for?

Response: Note removed from plan and well and septic are not proposed with Phase 2.

SHEET 6B

61. Provide/show trail and utility easement along lots G & F

Response: Callout for easement updated for trail/utility easement.

62. Sanitary sewer depth along lots G & F approach 20-ft deep. Increase easement width to accommodate depths for maintenance and construction.

Response: Width of easement increased to 30'.

63. Provide valves at all hydrant locations

Response: Notes indicate all hydrants have valves (typical) 6" hydrant valves not shown in plan view. Profile note for all hydrants to have 6" valve.

64. Provide hydrant assembly and connection details

Response: Hydrant notes are located on this sheet. Detail added to Sheet 6A.

65. Provide water and sewer stationing to the east outside development boundary

Response: Stationing extended to connection locations.

66. Provide sanitary sewer connection notes and details

Response: Notes and details added to plans.

67. Provide water connection notes and details

Response: Notes and details added to plans.

68. Watermain is shown connection to sanitary sewer

Response: Plans revised to show connection to existing stub at Island Field project.

69. Provide correct watermain connection information and location

Response: Plans revised to show connection to existing stub at Island Field project.

70. Show valve locations in profile

Response: Valve locations added.

71. Show service line connections in profiles

Response: Service connection locations shown in plan view with stationing to downstream manhole as indicated in the plan notes.

72. Provide connection notes in profile

Response: Note added.

73. Provide correct watermain connection information

Response: See response to comment #69.

74. Verify minimum watermain depth is maintained, it shown not to be in profile

Response: Minimum 7.5' depth noted on profile.

SHEET 6C

75. Confirm adequate separation for water and sanitary service connection to lot F with depth shown

Response: No issues for sanitary and water services. Sewer service is at 903.6 (see lot F S&W text).

76. Show correct water connection

Response: Plans revised to show connection to existing stub at Island Field project.

77. Provide watermain blowoff assemblies at all high points without hydrants

Response: Watermain has been updated, hydrants placed at high point in watermain.

78. Confirm adequate separation between water and sewer at connection at station 3+50

Response: Separation has been confirmed for water/sewer connections.

79. Provide watermain mainline valves

Response: Valves added to the plans and profiles.

80. Provide hydrant assembly details and notes

Response: See response to comment #64.

81. Show service line connections in profiles

Response: See response to comment #71.

SHEET 6D

82. Provide watermain valves

Response: See response to comment #79.

83. Provide hydrant details

Response: See response to comment #64.

84. Provide blowoffs at high points without hydrants

Response: See response to comment #77.

85. Confirm 2-inch forcemain is adequate

Response: 2-inch forcemain is adequate for the number of services proposed.

86. Show forcemain in profiles

Response: Forcemain added to profile.

SHEET 6E

87. Confirm 6" watermain connection is adequate

Response: 8" was determined/sized to meet pressure requirements and WBT comments.

88. Provide tee details

Response: Detail added to plan set. Standard watermain tee to be used.

89. Show water valves

Response: See response to comment #79.

90. Show service line connections in profiles

Response: See response to comment #71.

91. Provide blow off's at high points without hydrants

Response: See response to comment #77.

92. Watermain shown as curving in steep slope areas. Watermain should be shown straight and minimum depth and coverage verified

Response: Profiles have been updated to show minimum depth and coverage.

SHEET 6F

93. Show water valves

Response: See response to comment #79.

94. Show service line connections in profiles

Response: See response to comment #71.

95. Identify bend size around station 36+00

Response: Bend size shown on plan and profile. Text size increased on plan to show bend sizes.

96. Watermain shown as curving in steep slope areas. Watermain should be shown straight and minimum depth and coverage verified

Response: See response to comment #92.

SHEET 6G

97. Show water valves

Response: See response to comment #79.

98. Several sharp angle points are shown. Confirm/provide bend information.

Response: Text size increased on plans to show bend sizes.

99. Provide hydrant details and valves

Response: See response to comment #64.

100. Provide/show water easement outside development boundaries

Response: Easement added to waterline outside development boundaries.

SHEET 6H

101. Show water valves
Response: See response to comment #79.
102. Several sharp angle pints are shown. Confirm/provide bend information.
Response: See response to comment #98
103. Watermain shown as curving in steep slope areas. Watermain should be shown straight and minimum depth and coverage
Response: See response to comment #92.
104. Confirm/show/verify 6-inch connection is adequate
Response: See response to comment #87.
105. Show drainage crossing around 29+00 to confirm separation
Response: Storm crossing added to the profile to confirm adequate separation.
106. Add connecting notes and details
Response: See response to comment #67.
107. Show/provide easement
Response: Easement added to waterline outside development boundaries.
108. How is watermain constructed? In close proximity to wetlands – confirm no wetland impact
Response: No proposed wetland impacts are proposed with construction of the watermain.

PRELIMINARY STORM SEWER PLANS**SHEET 6I**

109. Provide storm report to confirm values and capacities
Response: Calculations included with resubmittal.
110. Provide exterior chimney seals on storm structure
Response: Note has been added to provide exterior chimney seals.
111. Need storm report to review flows, catch basin capacities, spreads, etc.
Response: Calculations included with resubmittal.

SHEET 6J

112. Show outlet FES elevations

Response: Elevation added to outlet FES.

113. Confirm constructability at intersection of all utilities

Response: Utility crossings have been added to the profiles to avoid conflicts.

114. Pond HWL and EOF elevations inconsistent. Confirm elevations

Response: See response to comment #20.

115. Separate CBMH 6 and 7 notes to be readable

Response: Notes separated so legible.

116. CBMH prior to outlets should have a sump

Response: Sumps added to CBMH prior to outlet.

117. Review need for OCS sumps

Response: Sumps have been removed.

118. Confirm CB casting matches curb section. If not, provide detail on how to align curb for review

Response: Curb is proposed at 5S12 (24" wide) while the proposed grate is a Neenah 3501 (24" wide). See plan sheets for proposed curb/casting detail.

SHEET 6K

119. Internal CBMH's should not have sumps

Response: Sumps removed. Sumps provided only on last MH before discharge to ponds.

120. Increase easement width on F-640 for pipe depth

Response: Easement width increased to 30'.

SHEET 6L

121. If entrance road has not been constructed, confirm condition of entrance culvert for replacement with new pipe

Response: Entrance culvert to be installed per Entrance Culvert profile on 6L with 15" RCP.

122. Confirm road section at CBMH 30. Doesn't match typical section

Response: Road section confirmed to match typical section.

123. Show/provide storm easement

Response: Storm easement added to the plan.

124. Show pond access for all areas of pond #1

Response: Pond access location shown on pond #1 to access outlet structure and flared end section.

PRELIMINARY STREET PLAN

SHEET 7A

125. Street note 3. Shows ditch 3:1 slopes that need wood fiber blanket per erosion control notes. Show blanket on all ditch slopes

Response: Note updated to reflect this requirement.

126. On Bit Flume Transition Detail

- a. Correct to match angled connection shown on plans
- b. Show rip rap

Response: Detail updated.

127. Correct note 3 to match details

Response: See response to comment #125.

128. Provide street section design details for loads

Response: Design load detail added to details.

SHEET 7B

129. Add detail and note to tie into existing road

Response: Detail and notes added to plan set.

130. Provide and show access all around Basin #2

Response: Access has been shown to OCS, ponds were graded/constructed with the 1st addition approved plans.

131. Show/detail rip rap at curb transition flumes

Response: Rip rap added at curb transition flumes.

132. Show curb transition flume (for all Street Plan Sheets)

Response: Note to reference Bituminous Flume Transition on sheet 7A added to plan.

133. What is 30.0 dimension in lot M?

Response: Stray callout deleted from plans.

SHEET 7C – 7D

134. Show/provide trail easement

Response: Trail easement added to plan.

135. Roadway show for reference only per sheet note

Response: Noted.

SHEET 7E

136. Show rip rap at curb transition flumes

Response: See response to comment #132.

137. Curb transition flumes are not at low spot

Response: Curb transition flumes have been updated.

SHEET 7F

138. Access to pond #1

Response: See response to comment #24

139. Confirm CB sizes at low point (Sta. 2+70) for capacity. Provide report for review

Response: Calculation included with resubmittal.

140. Provide/show utility easement to the east of plat

Response: Utility easement added to utility lines east of plat.

141. Sanitary easement between lots F & G should be utility and trail easement

Response: Trail easement added between lots F & G.

142. Provide trail to street connection details, slopes, etc.

Response: Curb detailed on plan is surmountable. No ramp to be provided as they are not typical on NOHOA trail connections.

NOHOA Plan Review Comments in Addition

143. Commented that additional curb and gutter sections be added to stations 3+27 and 43+50 to reduce erosion potential. Previous NOHOA comments have been to minimize curb and gutter sections. Additional curb and gutter sections would decrease the roadway section and its impact on the adjacent areas. Engineering would be in agreement with additions of curb and gutter areas for this purpose. If additional curb and gutter is added, additional storm sewer might be necessary, along with additional reviews

Response: This area is constructed as approved by the City and NOHOA while this work was completed during Phase 2. Additional curb sections will not reduce the areas impacted given the grading is complete in this area. It is proposed to update the plans per HR Green's earlier comments and keep the curb locations as proposed in these plans. Additional rip rap at the flume locations has been added to the plans.

144. Additional trail grading, detail and easement comments for the plat under review have been covered in engineering comments above.

Response: Noted.

145. Storm sewer comments for depths and additional easement widths have been covered above. NOHOA has noted a potential decrease in buildable area that would need to be addressed, along with potential rerouting of storm system

Response: The storm line location between lots E-640 and F-640 has been revised. Additional easement width also added.

146. Drainage and emergency overflow elevation comments have been covered above

Response: Noted.

147. Additional easement comments were provided, but are outside the development boundaries

Response: Noted.

White Bear Township Comments

148. Upgrade 6" watermain connection to an 8" connection – concur

Response: Confirming size requirements based off flow and pressure tests completed near connection locations. See response to comment #87.

149. Provide water system study for pressures, services, etc. – concur

Response: Based on modeling and pressure/flow tests taken in the field, an 8” line will be required to meet pressure and flow requirements.

150. Confirm Lift Station capacity – concur

Response: Island Field – Red Forest Way (South) Lift Station Preliminary Design Report dated March 16, 2021 prepared by AE2S was submitted as Appendix B of the Comprehensive Plan Narrative (pages 14-20) submitted on February 28, 2023.

151. Agreements will need to be developed for usage, capacity, maintenance, etc. – concur

Response: Amendments to the Joint Powers Agreements between the City of North Oaks and White Bear Township will be executed prior to construction, as a condition of approval of this project.

These comments have been addressed in the revised set of plans submitted with this letter. Additional calculations are also included. If you have any questions please contact Lauren Grouws at lauren@northoaks.com or at 651-484-3361.

Sincerely,

Lauren Grouws, PE
VP Development
North Oaks Company LLC

cc: Mark Houge, North Oaks Company
Kendra Lindahl, Landform
Bridget Nason, LeVander, Gillen & Miller
John Morast, HR Green
Tim Korby, HR Green



June 20, 2023

Mr. Kevin Kress
City Administrator
City of North Oaks

Re: Red Forest Way South – Phase 2 – Preliminary Engineering Plan Review 2 Comments

Dear Kevin:

The Red Forest Way South, Phase 2 preliminary development plans have been submitted for a second review. All plan sheets are preliminary and stamped by the design engineer on March 23, 2023. The engineering documents have been received and reviewed. Red Forest Way South, Phase 1 review comments and project meetings discussed tree preservations versus curb and gutter sections. The drainage and roadway review comments rely on previous tree preservation discussions and decisions to continue to the footprint of clearing for the road section. However, if these City priorities change, additional review will be conditioned on any City changes in priorities.

Preliminary engineering plan reviews were performed on the following plan sheets, all sheets signed on March 23, 2023:

TITLE SHEET – Sheet 1/7

PRELIMINARY PLAT/GRADING PLAN - Sheet 4A – 4D/7

PRELIMINARY EROSION CONTROL PLAN – Sheets 5A – 5C/7

PRELIMINARY SANITARY SEWER & WATERMAIN PLAN – Sheets 6A – 6E/7

PRELIMINARY WATERMAIN PLAN – Sheets 6F – 6H/7

PRELIMINARY STORM SEWER PLAN – Sheets 6I – 6L/7

PRELIMINARY STREET PLAN – Sheets 7A – 7F/7

Plans are **NOT APPROVED** as submitted. The following are our original comments followed in italics by the responses provided by North Oaks Company in their letter to you dated May 25, 2023. Please note there have been revisions in sheet numbers with this submittal that are not reflected below. HR Green, Inc. disposition of each comment follows in bold. All comments not deemed OK will need to be addressed to the Village’s satisfaction prior to our recommendation of approval.

TITLE SHEET

Sheet 1

1. Only three driveways are shown on cul-de-sac lots. *NOC 05/25/23 Response: All potential driveway locations shown on all lots that will be graded.* **HR Green: OK, shown.**
2. Notes section – 30-ft roadway easement – add on each lot adjacent to roadway. *NOC 05/25/23 Response: 30-ft roadway easement is indicated on plan sheets and notes.* **HR Green: OK, added to notes.**

PRELIMINARY PLAT/GRADING PLAN

SHEET 4A

3. Show trail and utility easements outside of development boundaries. *NOC 05/25/23 Response: Added to plans. These easements were previously recorded with Ramsey County for Phase 1.* **HR Green: Not adequately addressed. Only line work is shown reflecting some but not all easements as shown on Preliminary Plat Easement Plan prepared by Kurth Surveying, Inc. on March 23, 2023, and last revised on 5-24-2023 and on Preliminary Plat Easement Plan for Development Area K3 dated May 24, 2023, also by Kurth Surveying. While the response indicates these easements were recorded, there is no recordation information provided.**
4. Holddown detail – is this more appropriate for building permit phase or provide additional elevation detail on showing WO along cul-de-sac roadway. *NOC 05/25/23 Response: Holddown detail shown as typical for each of the lots is to be graded.* **HR Green: OK.**
5. Need additional geotechnical report for ground water elevations for walkouts. *NOC 05/25/23 Response: Additional field test pits are proposed in the field to determine groundwater elevations and their impact on the walkout lots.* **HR Green: Information not provided.**
6. Add curb flumes to on-site BMP note 1. *NOC 05/25/23 Response: Note added to the On-Site BMPs Notes.* **HR Green: OK** subject to further evaluation in final engineering. The amount of runoff tributary to each flume will need to be determined to confirm adequacy of opening. Geometric changes may be needed to smoothly convey runoff into flume from direction/directions of flow. Velocity to outlet will need to be provided to determine adequacy of rip rap and erosion control measures and possible guard rail requirements.
7. Add wood fiber blanket requirement on typical street section details where slope is 3:1 or greater, per on-site BMP note 3. *NOC 05/25/23 Response: Note added to typical street section detail for when slopes are greater than 3:1. Wood fiber blanket has been indicated on the erosion control sheets.* **HR Green: Note on street section detail(s) was not found. While wood fiber blanket is indicated in legend on EC plan, the hatching symbolizing the blanket is not shown on plan view.**
8. Provide detail for flume section flowing off curb section. *NOC 05/25/23 Response: Flume detail added to Sheet 4A (also shown on 7A – Street Plan).* **HR Green: OK** subject to further evaluation in final engineering. The amount of runoff tributary to each flume will need to be determined to confirm adequacy of opening. Geometric changes may be needed to smoothly convey runoff into flume from direction/directions of flow. Velocity to outlet will need to be provided to determine adequacy of rip rap and erosion control measures and possible guard rail requirements.
9. Define line in left side 3:1 slope in No Ditch typical section. *NOC 05/25/23 Response: Extra vertical line deleted.* **HR Green: OK.**
10. Street Note 2. – Change 9” of class 5 recycled to 12.5” to match the typical section. *NOC 05/25/23 Response: Note updated to read 12.5” for total street section (1.5” wear, 2” base, 9” class 5).* **HR Green: OK, subject to Village confirmation of minimum street section. MN DOT pavement design manual indicates that 4” of HMA is minimum for local road.**

SHEET 4B

11. Show easements for trails and utilities outside of roadway areas. *NOC 05/25/23 Response: Trail and some utility easement lines have been added to plan.* **HR Green: Partially addressed. The line work is shown but easements are not labeled or dimensioned. In some locations the hatch for the proposed trail is not situated or centered within the trail easement and is not existent. Some portions of the trail are within buffer areas. The offsite 35' utility easement to Ex MH 1 and the lift station and watermain connection to the east is not shown.**
12. Show grading and more details for trail locations. *NOC 05/25/23 Response: The detail below (3/LI) added to the plans. The slope of the trail will conform with adjacent existing grades and the trail surface will grade to have slope in one direction sufficient for drainage.* **HR Green: OK for preliminary grading but accessibility issues need to be considered along with the need for temporary erosion control measures on downstream side of trail and upstream of wetlands as part of final engineering. It is our understanding that trail is not to be within buffers. It is currently being shown within buffers and at times, outside of existing easement.**
13. Clearly identify and show pond access locations providing access to the entire pond area. *NOC 05/25/23 Response: Hatch added to pond access routes to provide access to flared ends and outlet structures.* **HR Green: Not adequately addressed. No hatch was provided, access is not labeled, and line work is not clear and appears to just end in many places. Width of accesses are not indicated and appear to be inadequate. Min 8' should be provided per MN Stormwater Manual. Access needs to extend to outfalls. Access needs to extend to roadway easement and around entire basin.**
14. Show grading for pond access. *NOC 05/25/23 Response: Spot elevations along pond access routes added.* **HR Green: Not adequately addressed. The elevations shown on Basin 3, for example, provide only 0.3' of freeboard above HWL. In addition, HWL appears incorrect as spillway is at 938.5. Expect 1' of freeboard above HWL in most cases.** Per Minnesota "Design Criteria for Stormwater Ponds", adequate maintenance access, typically with a minimum width of 8 feet, must be provided. Where a forebay is installed, direct vehicle/equipment access should be provided to the forebay for sediment removal and other maintenance activities. The maintenance access should extend to the forebay, access bench, riser, and outlet, and allow vehicles to turn around and a 10 foot access bench at 6% cross slope maximum and an aquatic bench should be incorporated into the ponds. Minnesota also requires that when spillways cross maintenance access that the spillway materials meet the appropriate load requirements. Further for public safety, principal spillway opening should not permit access by small children and endwalls above pipe outfalls greater than 48 inches should be fenced and warning signs prohibiting swimming, skating and fishing should be posted,
15. Clearly identify curb and gutter section areas. *NOC 05/25/23 Response: Areas of curb are more clearly defined on the plans.* **HR Green: OK.**
16. Extend silt fence on lot J to include 912 elevation contour grading. *NOC 05/25/23 Response: Silt fence extended to 912 elevation contours on Sheet 4C.* **HR Green: OK.**
17. Show scour protection areas at curb transition flume locations – typical for all locations. *NOC 05/25/23 Response: Scour protection (rip rap) areas added to curb transition flume locations.* **HR Green: OK subject to further evaluation in final engineering. The amount of runoff tributary to each flume will need to be determined to confirm adequacy of opening. Geometric changes may be needed to smoothly convey runoff into flume from direction/directions of flow. Velocity to outlet will need to**

be provided to determine adequacy of rip rap and erosion control measures and possible guard rail requirements.

18. Scour protection should extend into ditch to prevent ditch erosion. *NOC 05/25/23 Response: Scour protection extended into ditch.* **HR Green: Not found on plans.**
19. Extend silt fence limits in F-640. *NOC 5/25/23 Response: No silt fence shown on F-640 given the worked soil is down gradient from high point. This work is already completed and part of the Phase 1 grading.* **HR Green: OK.**
20. EOF and Basin HWL elevation differences are inconsistent. Confirm all elevations. *NOC 05/25/23 Response: EOF and Basin HWL elevations are listed in plan view.* **HR Green: There are discrepancies between previously provided SWMP and some elevations and separation from HWL to EOFs are not consistent. For example, per 10/21 SWMP, Basin 3 top of back of outlet structure is 938.75 and top of front is 938. Basin bottom per SWMP is 936 with drain tile at 934 and HWL is 938.2. Grading Plan (4B) and Preliminary Erosion Control Plan (5A) are showing drain tile inverts at 934.3 to 934.1 and a HWL of 939 with a top of berm of 939.3 and an EOF of 938.5. Additional explanation should be provided and any revisions to the SWMP previously provided should be submitted for review.**
21. Add biologs around new roadway connection ditches. *NOC 05/25/23 Response: Biologs added to roadway connections to ditches.* **HR Green: Partially addressed, while biologs are shown, easements are not called out or dimensioned on storm sewer or overland flow routes connecting ditches to basins or ponds.**
22. Add grading notes to ensure positive drainage at 42+00 culvert inlet. *NOC 05/25/23 Response: Invert elevations added along with drainage arrows for culvert at 42+00.* **HR Green: OK.**
23. Show EOF location for wetland #3. *NOC 05/25/23 Response: EOF route of Wetland #3 better defined on the plans.* **HR Green: OK but easements should be provided from roads, ditches, basins and ponds over EOFs to outfall.**

SHEET 4C

24. Provide and clearly show pond access around pond 1 to access entire pond. *NOC 05/25/23 Response: Hatch added to pond access routes to the outlet structures and flared end sections. Pond was approved and constructed with Ph 1 plans.* **HR Green: Not adequately addressed. Access is not provided around the entire pond and appears to exceed 15% longitudinally and has excessive cross slopes in some areas. While access can be provided from the road to east side of EOF, it is not clear how access to west side of EOF would be provided in an overflow situation as it has no connection to road from that end. In addition, there are no turnaround areas provided.**
25. Clearly identify drainage easement to basin 1. *NOC 05/25/23 Response: Easement line called out on plans for drainage easement location.* **HR Green: While an easement is shown to the west, it does not appear to be a drainage easement. It is not clear if it is existing or proposed. Any easement from the road to the east is not clearly defined.**
26. Show trail grading. *NOC 05/25/23 Response: See Comment #12 Response.* **HR Green: See our disposition of Comment 12.**

27. Extend silt fence to cover trail grading areas. *NOC 05/25/23 Response: Silt fence location to be revised to include trail grading areas once final locations are determined in the field.* **HR Green: Not addressed.**
28. Pond #1 EOF water elevations are approximately 25-ft from WO pad shown on lot B, needs to be addressed. *NOC 05/25/23 Response: Proposed building pad is located outside of HWL/pond easement (typical) and proposed basement elevation is 3.4' above the HWL of the pond.* **HR Green. Not adequately addressed. The width of the buffer and easement area around the existing pond needs to be provided, shown and dimensioned on the plan. Upon refinement of that information, the proximity of the home will be evaluated.**

SHEET 4D

29. Driveway locations shown. Shown on only three lots. Show driveway locations on additional lots. *NOC 05/25/23 Response: See Response to Comment #1.* **HR Green: OK.**
30. Show driveway (and potential driveway) locations and slopes for all lots to roadway connections. *NOC 05/25/23 Response: Driveway locations only shown on graded lots. All remaining lots are custom lots to be graded for proposed home.* **HR Green: OK, it appears that all driveway locations are shown.**
31. Driveway slopes should be less than 10%. *NOC 05/25/23 Response: Slopes added to plans for graded lot driveways. Slopes vary from 3.1% to 6.6%.* **HR Green: Partially addressed. Response appears to be in error. All lots show driveways and slopes vary from less than 3% to >9%, however the greater than sign provided for many of the driveways should be placed before the number if that is design intent. Driveways in excess of 10% are not allowed.**
32. The trail is within wetland setback on lot D. *NOC 05/25/23 Response: Trails can be located within wetland setbacks per VLAWMO, City Code and the PDA.* **HR Green: Comments made by NOHOA on their Final Plan Review dated 02/02/22 previously indicated that this was not allowed.**
33. Show trail grading activities on lot G to confirm no activities in wetlands. *NOC 5/5/23 Response: Trails to be field fit and will avoid all wetland impacts.* **HR Green: Not adequately addressed.**
34. Adjust silt fence on lot D for trail grading area. *NOC 5/25/23 Response: Silt fence location revised to include trail grading areas.* **HR Green: Not adequately addressed.**
35. Show pond #1 access location and grading. *NOC 5/25/23 Response: See response to Comment #24.* **HR Green: See our disposition of Comment #24.**
36. Show trail easement west of pond #1. *NOC 5/25/23 Response: Trail easement added to plan.* **HR Green: Not adequately addressed. While a hatch is provided over the trail (and pond access), there is no easement shown or called out.**
37. Confirm elevations and drainage around J-640. Roadway plans show around 5-ft of fill. *NOC 05/25/23 Response: Lot drains to road which then drains to pond.* **HR Green: OK, subject to further review with final engineering.**
38. Show utility easement for water and sewer beyond development boundaries (towards wetland #1). *NOC 05/25/23 Response: Water and sewer easement added to plan. Sheet 3B of 7 added to show additional easements.* **HR Green: Partially addressed. Easement disappears at wetland setback on right side of Sheet 4D. Easement for the watermain is not shown to its point of connection on Sheet 3B**

39. For lot grading areas along cul-de-sac, drainage swales should be provided along side lot lines to ensure no cross-lot drainage occurs. *NOC 5/25/23 Response: Drainage swales along property lines provided on graded lots to contain drainage to the lots.* **HR Green: OK but minimum 1 – 2% gradient is recommended and if any swale is serving as an overland flow route on any lot or pair of lots, evaluation of swale capacity for design storm event shall be provided in final engineering Also, if overland flow route is through a lot or a pair of lots or more, a drainage easement shall be provided dependent on required width of swale or diameter of underlying storm sewer.**

PRELIMINARY EROSION CONTROL PLAN

SHEET 5A

40. Confirm if erosion control blanket is wood fiber blanket. *NOC 05/25/23 Response: Detail for blanket installation revised to denote wood fiber.* **HR Green: OK.**
41. Decrease perforated riser hole sizes or increase rock size to be larger than hole size. *NOC 05/25/23 Response: Perforated riser detail updated.* **HR Green: OK.**
42. Show driveway (or potential) locations and slopes on all lots. *NOC 05/25/23 Response: Driveway grades and potential locations to be shown on graded lots. Wooded lots are all custom and location of driveways to depend on home on lot and the grading of the lot for the proposed home. Driveway grades to be provided at building permit phase.* **HR Green: OK.**
43. Slopes should be less than 10% *NOC 05/25/23 Response: Driveway slopes to be added to plans not to exceed 10%. Driveway grades added to Sheet 4D.* **HR Green: OK as applicable to driveways. Further evaluation is necessary with final engineering as to trail and access road grades and erosion control measures.**

SHEET 5B

44. Note EOF elevations. They are not legible (typical). *NOC 05/25/23 Response: EOF elevations text size increased to be legible.* **HR Green: OK, legible.**
45. Confirm consistency of HWL and EOF elevations *NOC 05/25/23 Response: HWL/EOP elevations have been updated to match the approved SWMP.* **HR Green: Last SWMP in our files is dated 10/06/2021. The elevations shown are not totally consistent with the outlet structure details provided within that SWMP and EOF summary elevations are totally inconsistent with this plan. A copy of the approved SWMP including outlet structure details shall be provided with the next submittal. The previous response indicated that Pond 1 was already constructed. Record drawings shall be provided validating pond meets required volumes and release rates with final engineering plans.**
46. Clearly identify curb section locations. *NOC 05/25/23 Response: Locations of curb have been more clearly identified on the plans.* **HR Green: OK.**
47. Tie silt fence into a contour at Black Lake Road connection. *NOC 05/25/23 Response: Silt fence extended to Black Lake connection.* **HR Green: OK for preliminary engineering.**
48. Show grading for trail and silt fencing. *NOC 05/25/23 Response: See response to Comment #12.* **HR Green: See our disposition of Comment 12.**
49. Connect silt fencing along lot K to better protect wetland. *NOC 05/25/23 Response: Silt fence has been extended to better protect the wetland with the grading of Lot J.* **HR Green: OK.**

SHEET 5C

50. Note EOF elevations. They are not legible (typical). *NOC 05/25/23 Response: See response to Comment #44.* **HR Green: OK, legible.**
51. Note how water line will be installed to the west for potential additional silt fencing. *NOC 05/25/23 Response: Silt fence to be added in the field as required to comply with NPDES permit.* **HR Green: OK for preliminary EC plan. However, it is not clear if Phase 1 watermain within Black Lake Road or watermain connecting to the north are existing, proposed or part of Phase 2 or not. Open trenching for watermain outside of roads and between and through lots should detail placement of excavated materials and location of silt fence.**
52. Connect silt fencing between lot E and F. *NOC 05/25/23 Response: Silt fence connected between Lots E and F.* **HR Green: OK for preliminary EC plan.**
53. Trail outside silt fencing along the north edge of development. *NOC 05/25/23 Response: Silt fence location revised to include trail.* **HR Green: Partially addressed. There are areas of trail between silt fence and wetlands resulting in unprotected areas.**
54. Extend silt fencing near deer barn construction entrance. *NOC 05/25/23 Response: Silt fence extended to deer barn construction entrance.* **HR Green: OK for preliminary EC plan.**
55. Show trail grading and details. *NOC 05/25/23 Response: See response to Comment #12.* **HR Green: See our disposition of Comment #12.**

PRELIMINARY SANITARY SEWER AND WATERMAIN PLAN

SHEET 6A

56. Show/provide water easement for watermain connection to the north. *NOC 05/25/23 Response: Watermain easement added.* **HR Green: Not adequately addressed. The 6" tee to N needs to be revised to match 8" WM proposed to N. Water services for Planning Office and other buildings to N should be considered and added to this plan set. Easement is missing near road and elsewhere, width is not dimensioned and does not continue to point of connection to N. It is not clear as to who and how this easement is being conveyed.**
57. Show/provide water/sewer easement for watermain connection to the east. *NOC 05/25/23 Response: Water/sewer easement added.* **HR Green: Not adequately addressed. Portion of easement ends at wetland setback line near MH 2. Existing or proposed easements required for construction across wetland into Condo/Island Field area are not shown. Easement width is not indicated, and it is not clear as to who and how easements are being or were conveyed.**
58. Show/provide trail easement for trail connection to the passive open space. *NOC 05/25/23 Response: Tract to be deeded to NOHOA, no easement is needed as they will be in control of the property. The trail easement connects to passive open space.* **HR Green: OK, trail is shown extended into Private Open Space.**
59. Note 9 shows down to 4" watermain. Only 6" and 8" watermain shown on plans. *NOC 05/25/23 Response: Note 9 revised to read 6" – 8".* **HR Green: OK, although there is no reference to WM size in this note.**

60. Septic and well location note on sheet. Are wells and septic systems planned for? *NOC 05/25/23 Response: Note removed from plan and well and septic are not proposed with Phase 2. HR Green: OK, although note still remains.*

SHEET 6B

61. Provide/show trail and utility easement along lots G & F. *NOC 05/25/23 Response: Callout for easement updated for trail/utility easement. HR Green: Call out could not be found for trail or utility easement. Also, access will need to be provided to water and sewer mains outside Lots F and G to points of connection. Same is true for WM to north on west and north sides of Wetland 8 and through lots.*
62. Sanitary sewer depth along lots G & F approach 20-ft deep. Increase easement width to accommodate depths for maintenance and construction. *NOC 05/25/23 Response: Width of easement increased to 30 feet. HR Green: Partially addressed. Linework is confusing. As shown, the easement width appears to be 35' which is acceptable. Easement should be dimensioned and called out as to type.*
63. Provide valves at all hydrant locations. *NOC 05/25/23 Response: Notes indicate all hydrants have valves (typical) 6" hydrant valves not shown in plan view. Profile note for all hydrants to have 6" valve. HR Green: OK for preliminary engineering.*
64. Provide hydrant assembly and connection details. *NOC 05/25/23 Response: Hydrant notes are located on this sheet. Detail added to Sheet 6A. HR Green: OK.*
65. Provide water and sewer stationing to the east outside development boundary. *NOC 05/25/23 Response; Stationing extended to connection locations. HR Green: Partially addressed. While stationing is provided for water and sewer, it is difficult to match between sheets as there are no match lines and N arrows are inconsistent. Match lines shall be provided, and all N arrows/sheet orientations should be consistent with N to right or up to alleviate confusion in final engineering. As previously stated, it is unclear if all or a portion of water and sewer is being constructed in Phase 2 and there are no callouts indicating connections to existing or prior phase with exception of connections at Island Field and a N watermain extension. WM and Sanitary Sewer Stationing was not found on plan view on Sheet 6B and 6C.*
66. Provide sanitary sewer connection notes and details. *NOC 05/25/23 Response: Notes and details added to plans. HR Green: Adequate for preliminary engineering. Increasing manhole size to 5' inside diameter is recommended for all manholes greater than 15' deep.*
67. Provide water connection notes and details. *NOC 05/25/23 Response: Notes and details added to plans. HR Green: OK.*
68. Watermain is shown connection to sanitary sewer. *NOC 05/25/23: Plans revised to show connection to existing stub at Island Field Project. HR Green: OK, but a fire hydrant should be considered at connection point to assist in testing and minimum 5' separation should be provided between edge of lift station and watermain.*
69. Provide correct watermain connection information and location. *NOC 05/25/23: Plans revised to show connection to existing stub at Island Field Project. HR Green: OK, but a fire hydrant should be considered at connection point to assist in testing and minimum 5' separation should be provided between edge of lift station and watermain.*

70. Show valve locations in profile. *NOC 05/25/23 Response: Valve locations added.* **HR Green: OK.**
71. Show service line connections in profiles. *NOC 05/25/23 Response: Service connection locations shown in plan view with stationing to downstream manhole as indicated in the plan notes.* **HR Green: OK for preliminary engineering. Note is provided indicating services will be stationed from downstream manhole but that information is not being provided on plan. In final engineering, the water and sewer services serving Lot 4 should be revised so that they are connecting to mains without bends and water service placement should be reverified as in some locations they appear to be on the downhill side of sewer service. Final engineering profiles shall indicate service locations.**
72. Provide connection notes in profile. *NOC 05/25/23 Response: Note added.* **HR Green: OK.**
73. Provide correct watermain connection information *NOC 05/25/23 Response: See response to Comment #69.* **HR Green: See disposition of Comment #69.**
74. Verify minimum watermain depth is maintained, it shown not to be in profile. *NOC 05/25/23 Response: Minimum 7.5' depth in profile.* **HR Green: OK, in final engineering, the profile shall be reverified as it passes under the wetland between Phase 2 and Inland Field. Recommend sleeves or carrier pipe be provided with valves on each side to facilitate future maintenance.**

SHEET 6C

75. Confirm adequate separation for water and sanitary service connection to lot F with depth shown. *NOC 05/25/23 Response: No issues for sanitary and water services. The sanitary service is at 903.6 (see lot F S & W text).* **HR Green: OK, text was not found but it appears that there is no issue with depth.**
76. Show correct water connection *NOC 05/25/23 Response: Plans revised to show connection to existing stub at Island Field Project.* **HR Green: OK subject to previous comments regarding separation of WM from back of lift station, easements, etc.**
77. Provide watermain blowoff assemblies at all high points without hydrants. *NOC 05/25/23 Response: WM has been updated; hydrants placed at all high points in watermain.* **HR Green: OK.**
78. Confirm adequate separation between water and sewer at connection at station 3+50. *NOC 05/25/23 Response: Separation has been confirmed for water/sewer connections.* **HR Green: OK.**
79. Provide watermain mainline valves *NOC 05/25/23 Response: Valves added to the plans and profiles.* **HR Green: Information not found on either plan or profile. Only 6" fire hydrant valves are shown on this sheet.**
80. Provide hydrant assembly details and notes. *NOC 05/25/23 Response: See response to Comment #64.* **HR Green: OK.**
81. Show service line connections in profiles. *NOC 05/25/223 Response: See response to Comment #71.* **HR Green: See disposition of Comment #71.**

SHEET 6D

82. Provide watermain valves. *NOC 05/25/23 Response: See response to Comment #79.* **HR Green: Partially addressed. Gate valves are being shown but spacing appears to exceed 1000 feet which is standard for an 8-inch watermain. Gate valve spacing will be re-evaluated in final engineering when plans are consistently oriented, stationing and match lines/see sheet references are provided on all sheets and watermain to be constructed in this phase is clearly defined.**

83. Provide hydrant details. *NOC 05/25/23 Response: See response to comment #64.* **HR Green: OK.**
84. Provide blow offs at high points without hydrants. *NOC 05/25/23 Response: See response to Comment #77.* **HR Green: OK.**
85. Confirm 2-inch forcemain is adequate *NOC 05/25/23 Response: 2-inch forcemain is adequate for the number of services provided.* **HR Green: OK for preliminary engineering but backup forcemain calculations shall be provided with final engineering plans. Cleansing velocity or minimum gradient shall be provided. The need for air release and pressure sustaining valves shall be evaluated. HGL shall be plotted. Terminal cleanout should be considered.**

Show forcemain in profiles. *NOC 05/25/23 Response: Forcemain added to profile.* **HR Green: Not adequately addressed. It is not clear if the forcemain is public or private. If private, forcemain should be moved out of roadway and into private utility easement to be maintained by homeowners connecting to the forcemain.**

SHEET 6E

87. Confirm 6" watermain connection is adequate. *NOC 05/25/23 Response: 8" was determined/sized to meet pressure requirements and WBT comments.* **HR Green: OK, but the tee called out for N watermain extension needs to be 8 x 8 not 8 x 6 as shown on Sheet 6F.**
88. Provide Tee details. *NOC 05/25/23 Comments: Detail added to plan set. Standard watermain tee to be used.* **HR Green: OK, detail was not found but can be added to final engineering plans.**
89. Show water valves. *NOC 05/25/23 Response: See response to Comment #79.* **HR Green: Partially addressed. Gate valves are being shown but spacing appears to exceed 1000 feet which is standard for an 8-inch watermain. Gate valve spacing will be re-evaluated in final engineering.**
90. Show service line connections in profiles *NOC 05/25/23 Response: See response to comment #71.* **HR Green: OK for preliminary engineering. Note is provided indicating services will be stationed from downstream manhole, but that information is not being provided on plan. In final engineering, the water and sewer services serving Lot 4 should be revised so that they are connecting to mains without bends and water service placement should be reverified as in some locations they appear to be on the downhill side of sewer service. Final engineering profiles shall indicate service locations.**
91. Provide blow offs at high points without hydrants. *NOC 05/25/23 Response: See response to Comment #77.* **HR Green: OK.**
92. Watermain shown as curving in steep slope areas. Watermain should be shown straight, and minimum depth and coverage verified. *NOC 05/25/23 Response: Profiles have been updated to show minimum depth and coverage.* **HR Green: OK, but it is not clear why vertical bends are not being called out in some profiles and vertical flexing of pipe is being shown in others. This can be clarified in final engineering. The horizontal layout appears to be without curved pipe.**

SHEET 6F

93. Show water valves. *NOC 05/25/23 Response: See response to Comment #79.* **HR Green: Partially addressed. Gate valves are being shown but spacing appears to exceed 1000 feet which is standard for an 8-inch watermain. Gate valve spacing will be re-evaluated in final engineering.**
94. Show service line connections in profiles. *NOC 05/25/223 Response: See response to Comment #71.* **HR Green: See disposition of Comment #71.**
95. Identify bend size around station 36+00. *NOC 05/25/23 Response: Bend size is shown on plan and profile. Text size increased on plan to show bend sizes.* **HR Green: OK for horizontal bends. Vertical bend information is missing and will be evaluated in final engineering.**
96. Watermain shown as curving in steep slope areas. Watermain should be shown straight, and minimum depth and coverage verified *NOC 05/25/23 Response: See response to Comment #92.* **HR Green: OK, but it is not clear why vertical bends are not being called out in some profiles and vertical flexing of pipe is being shown in others. This can be clarified in final engineering. The horizontal layout appears to be without curved pipe.**

SHEET 6G

97. Show water valves. *NOC 05/25/23 Response: See response to Comment #79.* **HR Green: Partially addressed. Gate valves are being shown but spacing appears to exceed 1000 feet which is standard for an 8-inch watermain. Gate valve spacing will be re-evaluated in final engineering.**
98. Several sharp angle points are shown. Confirm/provide bend information. *NOC 05/25/23 Response: Text size increased on plans to show bend sizes.* **HR Green: OK for horizontal bends. Vertical bend information is missing and will be evaluated in final engineering.**
99. Provide hydrant details and valves. *NOC 05/25/23 Response: See response to Comment #64.* **HR Green: OK.**
100. Provide/show water easement outside development boundaries. *NOC 05/25/23 Response: Easement added to waterline outside development boundaries.* **HR Green: As previously stated, easement lines are not continuous, there is no indication of width or whether easement is existing or proposed.**

SHEET 6H

101. Show water valves. . *NOC 05/25/23 Response: See response to Comment #79.* **HR Green: Partially addressed. Gate valves are being shown but spacing appears to exceed 1000 feet which is standard for an 8-inch watermain. Gate valve spacing will be re-evaluated in final engineering.**
102. Several sharp angle pints are shown. Confirm/provide bend information. *NOC 05/25/23 Response: See Response to Comment #98.* **HR Green: OK for horizontal bends. Vertical bend information is missing and will be evaluated in final engineering.**
103. Watermain shown as curving in steep slope areas. Watermain should be shown straight and minimum depth and coverage. *NOC 05/25/23 Response: See response to Comment #92.* **HR Green: OK, but it is not clear why vertical bends are not being called out in some profiles and vertical flexing of pipe is being shown in others. This can be clarified in final engineering. The horizontal layout appears to be without curved pipe.**

104. Confirm/show/verify 6-inch connection is adequate. *NOC 05/25/23 Response: See response to comment #87.* **HR Green: OK, but the tee called out for N watermain extension needs to be 8 x 8 not 8 x 6 as shown on Sheet 6F.**
105. Show drainage crossing around 29+00 to confirm separation. *NOC 05/25/23 Response: Storm crossing added to the profile to confirm adequate separation.* **HR Green: Sheet #s and stationing has been revised since last submittal. In general, vertical separation minimums appear to have been provided with the exception of one pipe length on either side of crossings. Horizontal separation is also a concern from storm sewer inlet at STA 2+60+/- on Sheet 6D.**
106. Add connecting notes and details. *NOC 05/25/23 Response: See Response to Comment #67.* **HR Green: OK.**
107. Show/provide easement. *NOC 05/25/23 Response: Easement added to waterline outside development boundaries.* **HR Green: See disposition of Comments 56 and 57.**
108. How is watermain constructed? In close proximity to wetlands – confirm no wetland impact. *NOC 05/25/23 Response; No proposed wetland impacts are proposed with construction of the watermain.* **HR Green: Not adequately addressed. Offsite watermain is clearly passing through wetlands.**

PRELIMINARY STORM SEWER PLANS

SHEET 6I

109. Provide storm report to confirm values and capacities. *NOC 05/25/23 Response: Calculations included with resubmittal.* **HR Green: As per our memo dated June 2, 2023, to Eric Johnson at Sathre-Berquist, HR Green found no issues with the proposed design in terms of capacity or cover. The system is designed for the 10-year storm event.**
110. Provide exterior chimney seals on storm structure. *NOC Response: Note has been added to provide exterior chimney seals.* **HR Green: OK, note was found on Sheet 7/6K.**
111. Need storm report to review flows, catch basin capacities, spreads, etc. *NOC 05/25/23 Response: Calculations included with resubmittal.* **HR Green: The Storm Reports and calculations submitted are adequate for preliminary engineering but did not provide catch basin capacity verifications or show street spreads. This can be provided with final engineering in a final stormwater management report.**

SHEET 6J

112. Show outlet FES elevations. *NOC 5/25/23 Response: Elevations added to Outlet FES.* **HR Green: OK. FES Table provided on Sheet 6K.**
113. Confirm constructability at intersection of all utilities. *NOC 5/25/23 Response: Utility crossings have been added to the profiles to avoid conflicts.* **HR Green: OK for preliminary engineering but one conflict point was missed on Sheet 6J where a new watermain is crossing existing storm sewer.**
114. Pond HWL and EOF elevations are inconsistent. Confirm elevations. *NOC 5/25/23 Response: See response to Comment 20.* **HR Green: Not adequately addressed. There are discrepancies between previously provided SWMP and some elevations and separation from HWL to EOFs are not**

consistent. Additional explanation should be provided and any revisions to the SWMP previously provided should be submitted for review.

115. Separate CBMH 6 and 7 notes to be readable. *NOC 5/25/23 Response: Notes separated so legible.* **HR Green: OK, found on Sheet 6L.**
116. CBMH prior to outlets should have a sump. *NOC 5/25/23 Response: Sumps added to CBMH prior to outlet.* **HR Green: OK.**
117. Review need for OCS sumps. *NOC 5/25/23 Response: Sumps have been removed.* **HR Green: Not adequately addressed. All OCS appear to still have sumps on Sheets 6M and 6N.**
118. Confirm CB casting matches curb section. If not, provide detail on how to align curb for review. *NOC 05/25/23 Response: Curb is proposed at 5S12 (24" wide) while the proposed grate is a Neenah 3501 (24" wide). See plan sheets for proposed curb/casting detail.* **HR Green: OK. Grate is shown on Sheet 6K, and Concrete Curb and Gutter is shown on Sheet 7A.**

SHEET 6K

119. Internal CBMH's should not have sumps. *NOC 5/25/23 Response: Sumps removed. Sumps provided only on last MH before discharge to ponds.* **HR Green: OK, however, there is no differentiation in symbols for storm structures and they all appear to be catch basins per symbol in legend however they do appear to be called out as CB or CBMH in profiles which implies some may be manholes. Generally, storm sewer is laid out starting with inlets and progressing to catch basins with manholes provided in a storm sewer trunkline to which catch basins connect. It does not appear storm was laid out this way on the plan. Further review will be provided in final engineering that may result in some changes to some structures,**
120. Increase easement width on F-640 for pipe depth. *NOC 05/25/23 Response: Easement width increased to 30'.* **HR Green: OK, however all proposed and existing easements will need to be dimensioned and clearly called out on final engineering plans.**

SHEET 6L

121. If the entrance road has not been constructed, confirm condition of entrance culvert for replacement with new pipe. *NOC 05/25/23 Response: Entrance culvert is to be installed per Entrance Culvert profile on 6L with 15" RCP.* **HR Green: There is another entrance culvert shown on Sheet 6N. It is not clear if the culvert is existing or proposed or if it is existing, what is its condition. Typically flared end sections are provided at least on the upstream sides of culverts to prevent access and protect from debris and damage.**
122. Confirm road section at CBMH 30. Doesn't match typical section. *NOC 5/25/23 Response: Road section confirmed to match typical sections.* **HR Green: OK, further verification of TC elevation at this location will be verified in final engineering.**
123. Show/provide storm easement. *NOC 5/25/23 Response: Storm easement added to the plan.* **HR Green: OK subject to verification of width.**
124. Show pond access for all areas of pond #1. *NOC 5/25/23 Response: Pond access location shown on Pond #1 to access outlet structure and flared end section.* **HR Green: Not adequately addressed. Pond access must be provided to the entire pond at minimum width and reasonable grades to and from Roadway Easements or with turnaround areas.**

PRELIMINARY STREET PLAN

SHEET 7A

125. Street note 3. Shows ditch 3:1 slopes that need wood fiber blanket per erosion control notes. Show blanket on all ditch slopes. *NOC 5/25/23 Response: Note updated to reflect this requirement.* **HR Green: Information not found on Sheet 7A.**

126. On Bit Flume Transition Detail
- Correct to match angled connection shown on plans
 - Show rip rap

NOC 05/25/23 Response: Detail updated. **HR Green: While detail is updated to show flume at low point. The flumes in plan view do not reflect the same geometry. Also, rip rap is not shown but there is a note, however, the note indicates that rip rap will be placed at base of flume and does not indicate size, length, width, depth, blanket, etc. Detail can be refined in final engineering.**

127. Correct note 3 to match details. *NOC 05/25/23 Response: See response to Comment #125.* **HR Green: Comment 125 response does not appear to be applicable. However, Note 3 does match the 4:1 slopes and 2' bottom on the ditches shown in the sections. Unfortunately, the details and note 3 provided on Sheet 4A are showing 3:1 on ditch back slopes and referencing 3:1 slope, respectively. These differences need to be reconciled.**

128. Provide street section design details for loads. *NOC 5/25/23 Response: Design load detail added to details.* **HR Green: Information not found.**

SHEET 7B

129. Add detail and note to tie into existing road. *NOC 05/25/23 Response: Detail and notes added to plan set.* **HR Green: OK for preliminary engineering. Note was found but detail was not. Detail to be provided and note subject to revision upon review in final engineering.**

130. Provide and show access all around Basin #2. *NOC 05/25/23 Response: Access has been shown to OCS, ponds were graded/constructed with the 1st addition approved plans.* **HR Green: Subject to verification of adequacy from Village. There is no turnaround area provided and only one way in.**

131. Show/detail rip rap at curb transition flumes. *NOC 5/25/23 Response: Rip rap added at curb transition flumes.* **HR Green: The flumes in plan view do not reflect drainage coming from two directions and do not indicate size, length, width, blanket, etc. of rip rap area. This can be refined in final engineering.**

132. Show curb transition flume (for all Street Plan Sheets). *NOC 05/25/23 Response: Note to reference Bituminous Flume Transition on Sheet 7A added to plan.* **HR Green: OK, subject to additional information being provided specific to each flume per Comment 131 above as part of final engineering plans.**

133. What is the 30.0 dimension in lot M? *NOC 05/25/23 Response: Stray callout deleted from plans.* **HR Green: OK.**

SHEET 7C – 7D

134. Show/provide trail easement. *NOC 05/25/23 Response: Trail easement added to plan.* **HR Green: Not adequately addressed. While trail easement is shown, there are portions of the trail and or access road that are falling outside that easement.**
135. Roadway shown for reference only per sheet note. *NOC 05/25/23 Response: Noted.* **HR Green: It is not clear if streets shown “for reference” are to be built with Phase 2 or not. An explanation as to why they are included in this set is required. It may be that only one half of the road was built in PH 1 and this Phase 2 is building the other half in which case the method for connecting the two halves would need to be detailed. It is not clear if the proposed ditch section roads are tying into existing ditch section roads either and if not, how that transition will occur. Street sections on Sheet 7A do not show any existing improvements. The cover sheet indicates that the only road to be constructed in Phase 2 is the cul de sac. It does appear that a new watermain and sanitary sewer is being constructed in Phase 1 (assumed) streets which indicates that streets are not yet constructed. Responses indicate that all basins and pond are already constructed yet silt fence and clearing limits are shown outside those basins and ponds implying that there will be grading. No record drawings have been provided indicating that required volumes and releases were achieved in “existing” basins, ponds and wetlands. Spillways and overland flow routes are not shown. It is not clear if the pond access is concurrent with trails in some cases and if they are both same section or which are existing, proposed, part of Phase 1 or Phase 2. Preliminary Grading Plan is showing proposed contours around ponds and basins supposedly already built. Additional information or narrative is required along with possible revision to plans.**

SHEET 7E

136. Show rip rap at curb transition flumes. *NOC 5/25/23 Response: See response to Comment #132.* **HR Green: See disposition of Comment #132.**
137. Curb transition flumes are not at low spot. *NOC 5/25/23 Response: Curb transition flumes have been updated.* **HR Green: OK.**

SHEET 7F

138. Access to pond #1. *NOC 05/25/23 Response: See response to Comment #24.* **HR Green: See disposition to Comment #24.**
139. Confirm CB sizes at low point (Sta. 2+70) for capacity. Provide report for review. *NOC 5/25/23 Response: Calculation included with resubmittal.* **HR Green: Information not found.**
140. Provide/show utility easement to the east of plat. *NOC 5/25/23 Response: Utility easement added to Utility Lines east of plat.* **HR Green: Partially addressed. Easement lines are not shown after crossing through wetland on overall plan on cover sheet, overall grading plan, overall EC plan, Sheet 5C, etc.**
141. Sanitary easement between lots F & G should be utility and trail easement. *NOC 5/25/23 Response: Trail easement added between Lots F and G.* **HR Green: OK.**
142. Provide trail to street connection details, slopes, etc. *NOC 05/25/23 Response: Curb detailed on plan is surmountable. No ramp to be provided as they are not typical on NOHAO trail connections.* **HR Green: OK.**

NOHOA Plan Review Comments in addition

143. Commented that additional curb and gutter sections be added to stations 3+27 and 43+50 to reduce erosion potential. Previous NOHOA comments have been to minimize curb and gutter sections. Additional curb and gutter sections would decrease the roadway section and its impact on the adjacent areas. Engineering would be in agreement with additions of curb and gutter areas for this purpose. If additional curb and gutter is added, additional storm sewer might be necessary, along with additional reviews. NOC 05/25/23 Response: This area is constructed as approved by the City and NOHOA while this work was completed during Phase 2. Additional curb sections will not reduce the areas impacted given the grading is complete in this area. It is proposed to update the plans per HR Green's earlier comments and keep the curb locations as proposed on these plans. Additional rip rap at the flume locations have been added to the plans. **HR Green: Not adequately addressed. It is unclear what was constructed in Phase 1 and apparently already constructed in Phase 2 per response. This needs to be clarified. If work has not been completed, it is not clear why revisions to include additional curb and gutter could not be accommodated.**
144. Additional trail grading, detail and easement comments for the plat under review have been covered in engineering comments above. NOC 5/25/23 Response: Noted. **HR Green: See above.**
145. Storm sewer comments for depths and additional easement widths have been covered above. NOHOA has noted a potential decrease in buildable area that would need to be addressed, along with potential rerouting of storm system. NOC 5/25/23 Response: The storm line location between Lots E-640 and F-640 has been revised. Additional easement width was also added. **HR Green: Defer to NOHOA.**
146. Drainage and emergency overflow elevation comments have been covered above. NOC 5/25/23 Response: Noted. **HR Green: Not adequately addressed. See above.**
147. Additional easement comments were provided but are outside the development boundaries. NOC 5/25/23 Response: Noted. **HR Green: Defer to NOHOA.**

White Bear Township Comments

148. Upgrade 6" watermain connection to an 8" connection – concur. NOC 5/25/23 Response: Confirming size requirements based off flow and pressure tests completed near connection locations. See response to Comment #87. **HR Green: Defer to White Bear Township.**
149. Provide water system study for pressures, services, etc. – concur. NOC 5/25/23 Response: Based on modeling and pressure/flow tests taken in the field, an 8" line will be required to meet pressure and flow requirements. **HR Green: Information not provided. Defer to White Bear Township.**
150. Confirm Lift Station capacity – concur. NOC 5/25/23 Response: Island Field – Red Forest Way (South) Lift Station Preliminary Design Report dated March 16, 2021, prepared by AE2S was submitted as Appendix B of the Comprehensive Plan Narrative (pages 14-20) submitted on February 28, 2023. **HR Green: Defer to White Bear Township. Preliminary plans did not include lift station construction.**
151. Agreements will need to be developed for usage, capacity, maintenance, etc. – concur. NOC 5/25/23 Response: Amendments to the Joint Powers Agreement between the City of North Oaks and White Bear Township will be executed prior to construction, as a condition of approval of this project. **HR Green: Defer to White Bear Township.**

NEW COMMENTS:

152. No information was found regarding the wetlands within Phase 2. There is a note on the plan referencing an approximately 5-year-old wetland report which likely needs to be updated. Wetland report should indicate the type of wetland and setbacks required. Cannot confirm that 30' setback is adequate.
153. The area around Black Lake appears to be in a FEMA floodplain. While an ordinary high water line was shown near Black Lake, the actual FEMA floodplain is not shown on the plan nor is there a study provided indicating that a BFE has been determined.
154. Per previously provided exhibits and reports, there are overland flow routes between basins and ponds and wetlands and from wetland to wetland that are not addressed on this plan and may not be covered by stormwater or drainage easements.
155. No calculations for swales or road ditches and future driveway culvert sizing were provided.
156. The proposed basins are stated to be filtration basins in the 2021 SWMP. Per MN Stormwater Manual, a pretreatment device such as a small sedimentation basin, water quality inlet, forebay, etc. is required to remove settleable solids, floating materials and oils and grease from runoff before it enters the filtration system. This was not provided.
157. There are no volume calculations or release rates provided on any of the basins or the pond on the plan.
158. There is no geotechnical report found or onsite testing records in file to ensure the minimum of 3 feet of separation from impermeable line of filtration basins to seasonally saturated soils or bedrock is provided.
159. Maintenance accesses to basins and pond do not encompass the entire basin or pond, are blocked by EOFs, are not consistently 8 ft or more and are lower than EOFs.
160. The minimum elevations provided on the SWMP are higher than adjacent home elevations such as the walk outs at 937 and 938.5 on Lots O and N respectively where SWMP indicates 940.5 min adjacent to Basin 2.
161. Per SWMP. Lowest floors should be 3' above HWL. This is not being met, for example, on Lot C adjacent to Pond 1.
162. It would appear that outlet structures should be on the inside of the berm around the basins. They are shown outside, for example, on Sheet 6N, where the detail shows a HWL of 938.2 while the plan shows HWL of 939 and stormwater will not access grate on top of structure until after it enters the spillway at 938.5. Stormwater infrastructure needs to be clarified as there are many inconsistencies and as previously stated, no record drawings or know revised and updated calculations.
163. Recommend that proposed grading of lots provide 2% minimum. For instance, the gradient between Lot J and I proposed is shown at 0.60%.
164. Access should be provided adjacent to new watermain and sanitary sewer extending east from site to their respective connections to existing.
165. Need to know design speed of roads to determine K values are adequate.
166. It is not clear if Black Lake Road at Catbird Lane requires a culvert or not as the existing (or proposed) section for Catbird Lane is not provided.
167. The box at the bottom of each sheet that prohibits the use, copying, distribution and conveyance of information on the Sathre- Berquist plans needs to be removed on all sheets. City must be able to copy, distribute and use without express written authorization.

HR GREEN's reviews are to determine compliance with the municipal Subdivision Ordinance, Zoning Ordinance, and State Statute and in a manner consistent with that degree of care and skill ordinarily exercised by Engineers and Surveyors currently practicing under similar circumstances. HR Green's review did not include an



Kevin Kress
June 20, 2023

examination of submitted documents as to their overall style or presentation, field verification of existing conditions, elevation grades and topography as shown on the plans, and verification of the submittal or the issuance of permits from any other governmental regulatory agency. HR GREEN disclaims responsibility for any errors, or omissions. The developer, their engineer and their surveyor are not relieved of any responsibility for the correctness of the existing field conditions and design of public or private improvements because of our review, or subsequent approval of the plans and specifications by the municipality. Thank you for the opportunity to perform the engineering plan review on the Red Forest Way South, Phase 2 Development. Please accept these review comments. If you have any questions, or need any additional information, please contact Tim Korby at tkorby@hrgreen.com or at 651-659-7706.

Sincerely,

A handwritten signature in black ink, appearing to read 'Tim Korby', written in a cursive style.

HR GREEN, INC

Tim Korby

Regional Director

cc: Tina York, HR Green, Inc.
Kendra Lindahl, AICP

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MEMO

To: Eric R. Johnson, Sathre-Bergquist
From: Tyler Maxson, PE, HR Green
Subject: Review of Red Forest Way South Phase 2 Development
Project Number: 201706.01
Date: June 02, 2023

On behalf of the City of North Oaks, HR Green has conducted a review of the submitted storm sewer calculations by Sathre-Bergquist, dated May 25, 2023. The storm sewer drains the proposed residential development Red Forest Way South Phase 2.

Upon review of the storm sewer sizing calculations, HR Green found no issues with the proposed design in terms of capacity or cover. The system is designed for the 10-year storm event.

Preliminary Plan * Requirement	Source	
	Ordinance 93/ Chapter 152 (Subdivision Ordinance)	Ordinance 94/ Chapter 151 (Zoning Ordinance)
Address all of the standards and requirements of the Zoning Ordinance (94)(Chapter 151)		X
Address all of the standards and requirements of the Subdivision Ordinance (93) (Chapter 152)	X	
Address all of the standards and requirements of the PDA	X	
Proof that the preliminary plan is consistent with the approved Master Development Plan **		X
Proof that the preliminary plan is consistent with the PDA		X
Factors for Consideration When Reviewing Preliminary Plan		
Consistency with approved Master Development Plan		X
Consistency with Agreed Upon PDA		X
Impacts on existing and anticipated traffic		X
Parking (n/a)		X
Pedestrian and vehicular movements		X
Ingress and egress		X
Building location, height, and size		X
Architectural and engineering features		X
Landscaping		X
Lighting (n/a)		X
Provisions for utilities		X
Site grading and drainage		X
Green space		X
Loading and unloading areas (n/a)		X
Signage		X
Monuments		X
Screening		X
Lot coverage		X
Other related matters		X
Uses in conformity with underlying zoning district		X
Compliance with additional PUD zoning standards:		X

<ul style="list-style-type: none"> <input type="checkbox"/> Overall density is consistent with Comprehensive Plan <input type="checkbox"/> Overall density is consistent with the approved PDA, subject to any approved density transfer provisions <input type="checkbox"/> Compliance with any PDA-imposed performance standards (including performance standards found in amended Appendix 1 related to setbacks, etc.) <input type="checkbox"/> Complies with Gross Density requirements for RSL zoning District 		
<p>Preliminary plan is in conformance with the City’s Comprehensive Plan</p>	<p>x</p>	
<p>PDA Requirements:</p> <ul style="list-style-type: none"> <input type="checkbox"/> The Development Site will be developed in accord with the PUD controls*** <input type="checkbox"/> The Final Plan shall conform in material respects to the PDA, East Oaks Project master Development Plan, and Preliminary Plan. (5.3) 		

x = the plan complies

*=Preliminary Plan is defined in the Subdivision Ordinance as follows:

Preliminary Plan: A map or drawing at a scale of 100 feet to an inch delineating showing correctly the boundaries of the subdivision; boundaries, layout and size to the nearest tenth of an acre of the lots therein; streets, parks, playgrounds, and other such land locations; north point and scale; existing topographical features, including contours and other physical aspects such as drainageways, wetlands, and tree areas, and the proposed changes to such features. Also included shall be a separate map of the City showing the location of the proposed subdivision within the City. (Ord. 93, Sec. 5.21/152.005)

**=The Master Development Plan is defined in City Code Section 151.005 as follows: “Plans as required in § 151.056(B)(1)(a).” the “East Oaks Project Master Development Plan” is defined in the PDA as “all those plans, drawings, and surveys identified on the attached Exhibit B, and hereby incorporated by reference and made a part of and including this Planned Development Agreement.”

***= “PUD Controls” are defined as the PDA, the PUD Ordinance, East Oaks Project Master Development Plan, Final Plan, Subdivision Ordinance, and Zoning Ordinance.

Note: Per Section 5.1 of the PDA, “the procedure and substance, including financial assurance, of approval for each Development Site shall be subject to compliance with this Planned Development Agreement, the Subdivision Ordinance, the Zoning Ordinance, and the Development Contract for the Development Site.”

**CITY OF NORTH OAKS CITY COUNCIL
RAMSEY COUNTY, MINNESOTA
RESOLUTION NO. _____**

**RESOLUTION APPROVING A PRELIMINARY PLAN/PLAT (SUBDIVISION)
APPLICATION FOR PHASE 2 OF THE RED FOREST WAY SOUTH
DEVELOPMENT SITE**

WHEREAS, North Oaks Company, LLC, has applied for preliminary plan/preliminary plat (subdivision) approval (Preliminary Plan) for the subdivision of certain real property (Property) owned by North Oaks Company, LLC (the “Developer”) identified as a portion of Site K in the 1999 East Oaks Planned Development Agreement (commonly referred to as the “Red Forest Way South” development site and referred to as the North Black Lake site within the East Oaks PDA), located within the City of North Oaks, Ramsey County, Minnesota and legally described as follows:

Tract R, Registered Land Survey No. 640, Ramsey County, Minnesota.

WHEREAS, the Property is subject to the terms and conditions of the 1999 East Oaks Planned Development Agreement, as subsequently amended (the “East Oaks PDA”) and is zoned Residential Single Family Low Density – Planned Unit Development (RSL-PUD); and

WHEREAS, on December 2, 2019, the Developer submitted a Concept Plan for subdivision of the Red Forest Way Site to the City of North Oaks (the “City”), which was subsequently reviewed and discussed by the North Oaks Planning Commission on December 3, 2019 and January 30, 2020, and February 4, 2020 and the North Oaks City Council on February 13, 2020; and

WHEREAS, Developer subsequently submitted an Application for Preliminary Plan/Plat (Subdivision) (the “Application”) approval to the City, which application was deemed complete on April 5, 2023; and

WHEREAS, following published notice in the City’s newspaper of record on a public hearing was held before the Planning Commission on the Application on May 10, 2023; and

WHEREAS, a public hearing concerning the Application was held before the North Oaks Planning Commission in accordance with Minnesota Statutes, Section 462.357, subd. 3, on May 10, 2023 after which hearing the Planning Commission voted unanimously to recommend approval of the Preliminary Plan/Plat (Subdivision) Application to the City Council based on the materials contained in the Planning Commission Packet dated May 3, 2023 and the information received during the public hearing; and

WHEREAS, the applicant submitted updated plans on May 25, 2023 for staff review which incorporated responses to prior requests from staff for revisions to the previously-submitted plans.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH OAKS, that Preliminary Plan/Preliminary Plat (subdivision) for the real property described above and commonly known as the Red Forest Way – Phase 2 site is hereby approved, subject to the following conditions:

1. Approval is contingent upon Metropolitan Council review and acceptance of the City’s Comprehensive Plan amendment to include the Property within the MUSA for purposes of service by municipal sanitary sewer and water service. If the amendment is not approved, the applicant must submit a revised application for preliminary plan/plat (subdivision) approval showing wells and septic systems for each parcel for Planning Commission review and City Council approval.
2. Should the Comprehensive Plan Amendment be denied, the applicant would be required to revise the plans to show:
 - a. a well site, primary and secondary septic locations on each parcel and
 - b. compliance with the suitable site requirement with a minimum of 25,000 sq. ft. of usable area per lot.
3. The applicant shall comply with, respond to, revised plans as required, and address all conditions in the City Engineer’s memo dated June 20, 2023, the stormwater memo dated June 2, 2023 and any subsequent review memos.
4. The applicant should address the comments in the NOHOA memo dated May 4, 2023, except the comment related to curb cuts which should follow the City Engineer’s recommendation.
5. Where practical, the applicant shall comply with the recommendations in the City Forester’s memo dated April 16, 2023.
6. Fee title to Tract S of RLS 640 and Tract C, RLS 561 shall be deeded to NOHOA with the final plat/plan.
7. The trail locations shall be finalized with NOHOA prior to final plat/plan application. Final locations of the trails and trail easements shall be clearly shown on the plans.
8. The applicant shall comply with the Shoreland District standards in Section 153 of the City Code, including the shoreland alteration standards in Section 153.052.
9. All structures shall be set back a minimum of 30 feet on all property lines and wetlands. In addition, structures which lie within the Shoreland Management Area

(Overlay) District shall be set back a minimum of 150-feet from the ordinary high-water level of Black Lake.

10. Floor area ratios (ratio of floor area of buildings to gross lot area) shall not exceed 12 percent (0.12) per lot.
11. The maximum impervious surface on any lot shall not exceed 25 percent.
12. Plans shall be revised so that lot lines are staggered to ensure that lights from vehicles do not shine into homes across the street.
13. The applicant shall revise the plans to comply with, respond to and address all conditions of approval prior to submittal of the final plat/plan.
14. Prior to release of the final plat (RLS) to the developer for recording, the developer shall enter into a Development Contract with the City (the form of which shall be acceptable to the City) and post all necessary securities required by it and pay all required fees and costs including all City planning, engineering, and legal fees.
15. The developer shall enter into Stormwater Facilities Maintenance Agreements in a form acceptable to the City Attorney for all stormwater facilities, and an easement shall be required for the stormwater facilities and access.
16. Construction traffic related to grading and street and utility improvements within the subdivision shall access the subject site from the east through the existing farm building property.
17. The cul-de-sac street name shall be Snowshoe Trail.
18. H The City must have adequate assurance that municipal water from White Bear Township or another public drinking water utility is available and will be provided to the Property.

Adopted by the City Council of the City of North Oaks on this 13th day of July, 2023.

Ayes:

Nays:

By: _____

Krista Wolter

Its: Mayor

Attested:

By: _____

Kevin Kress

Its: City Administrator/City Clerk

RESOLUTION NO. 23-_____

**CITY OF NORTH OAKS
RAMSEY COUNTY, MINNESOTA**

**RESOLUTION APPROVING GRADING OF EAST OAKS RED FOREST WAY SOUTH
PHASE II DEVELOPMENT SITE (SITE K) PURSUANT TO APPROVED PRELIMINARY
PLANS**

WHEREAS, the North Oaks Company (Developer) submitted an application for preliminary plan/preliminary plat (subdivision) approval for real property located in the City of North Oaks, Ramsey County, Minnesota, commonly referred to as Red Forest Way South, Phase II and identified as a part of Development Site K in the 1999 East Oaks PDA (the “Application”); and

WHEREAS, following a public hearing and a vote to recommend approval of the Application, the City Council voted to approve the Application at its July 13, 2023, meeting; and

WHEREAS, the Application included plans related to preliminary grading of the Red Forest Way South Phase II Development Site for the installation of a private road, certain utilities, stormwater ponds, and grading of proposed lots A-J; and

WHEREAS, the North Oaks City Code and the 1999 East Oaks PDA, as subsequently amended (the “East Oaks PDA”) provide various process for the grading of development sites following preliminary plan approval, including Section 5.2 of the East Oaks PDA which provides as follows: “No Development shall occur on any Development Site until the City approves the Preliminary Plan and Final Plan for that Development Site. The following may occur without the Final Plan or Registered Land Survey for a particular Development Site being approved and recorded: ... grading[,],street construction ... [and] installation of water and sanitary sewer lines and drainage facilities,” but only if the council approves the same by separate action.

WHEREAS, Developer has requested the City Council approve grading activities, along with the construction of drainage and stormwater facilities and utilities on the Development Site as shown on the Preliminary Plan documents previously submitted to the City, which plans were previously approved as part of the preliminary plan/preliminary plat (subdivision approval).

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of North Oaks, Minnesota, as follows:

1. The City Council hereby APPROVES and authorizes preliminary grading activities on the Red Forest Way South Phase II Development Site in conformity with the preliminary plans previously approved by the City Council pursuant to Resolution No. [REDACTED] and on file with the City, subject to the following conditions:
 - a. If necessary, updated plans provided to include all locations and details for proposed site sedimentation and erosion control BMPs, including plans for temporary stormwater management BMPs and protection of permanent BMPs during construction such as future stormwater infiltration areas to be protected from heavy equipment.

- b. Copies of all required and approved permits, including but not limited to MPCA, VLAWMO, Ramsey County, shall be provided to the City Engineer upon receipt from each agency.
- c. Where practical, the applicant shall comply with the recommendations of the City Forester in an effort to preserve/save trees upon the subject site as identified in the City Forester's April 16, 2023 comment letter.
- d. Grading and utility installation activities shall be subject to periodic site inspection by City Staff.
- e. All required fees and costs incurred to date, including but not limited to City Planning, Engineering and Legal fees related to East Oaks Development applications be paid in full, or dispute documentation related to specific costs be provided to City Administration.
- f. Construction cost estimate be provided for preliminary grading and erosion control scope.
- g. Developer shall enter into a grading and escrow agreement with the City in a form acceptable to the City Attorney, and shall provide a cash escrow to the City in an amount equal to 125% of the estimated construction cost (to be provided by Developer) for the grading work, and the Mayor and City Administrator are authorized to execute such agreement.
- h. Developer agrees and acknowledges that if the City's comprehensive plan is not amended to include the development site within the area to be serviced by municipal water and sewer, any water and sewer facilities installed shall be removed if required by the City.
- i. Preconstruction meeting is held with City and NOHOA representation.
- j. Schedule of planned preliminary work be provided to City.

Adopted by the City Council of the City of North Oaks this 13th day of July, 2023.

Ayes:

Nays:

Attest:

Attest:

Krista Wolter, Mayor

Kevin Kress, City Administrator/City Clerk

MEMORANDUM

DATE: July 13, 2023
TO: Honorable Mayor and City Councilmembers
FROM: Kevin Kress, City Administrator
SUBJECT: Fire District Discussion

Budgeted Amount:	Actual Amount:	Funding Source:
N/A	N/A	N/A

For Council Consideration

The Lake Johanna Fire Department Board has requested each City discuss and provide feedback on the concept of a fire district as it relates to the governance of LJFD.

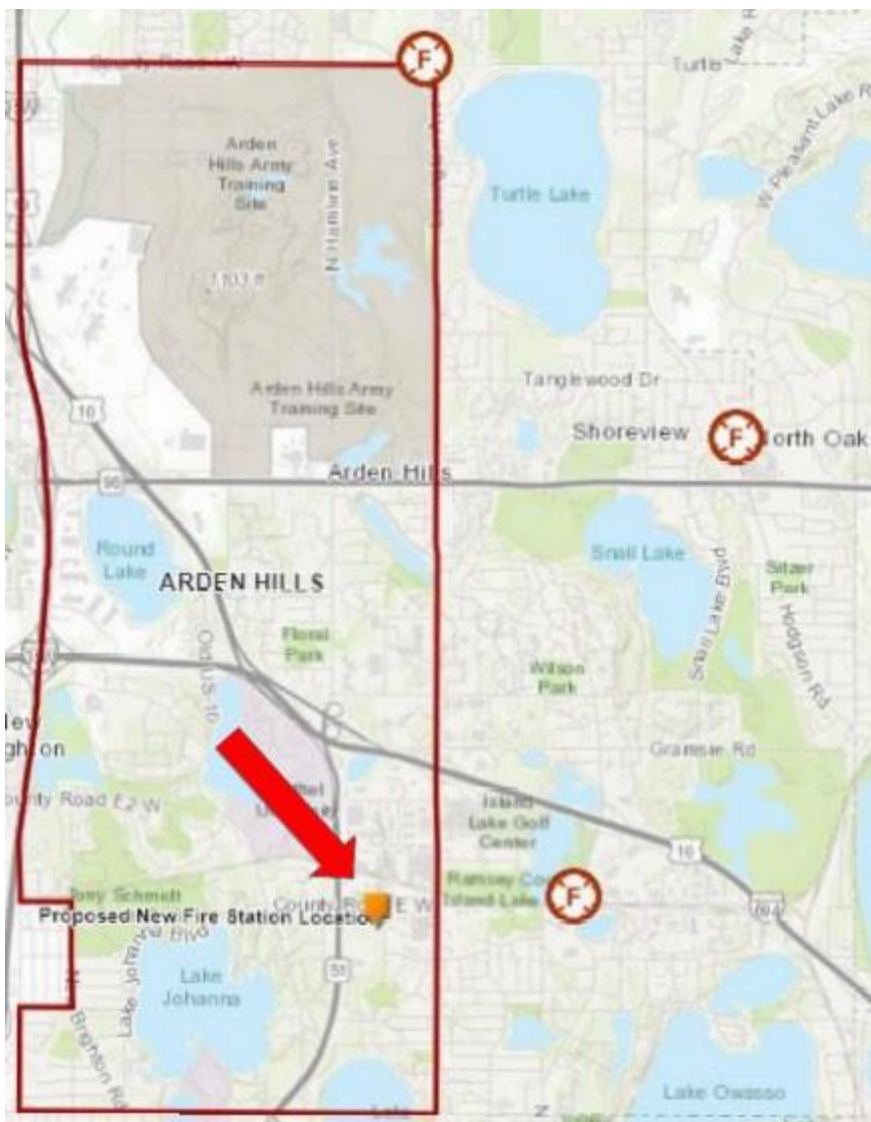
Background

The LJFD Board has been considering the possibility of a fire district since a legislative change was made that made it easier to create a fire district. This has been in tandem with reviewing options for additional staffing, as well, as the construction of a new fire station. Tonight’s discussion is intended to be focused on the possibility of a fire district, updates have also been provided regarding staffing and the proposed station.

Brief History

In 2018, the LJFD underwent a needs study.

In short, the study indicated a need for a new station for additional spaces for equipment, training, administration, etc. Ideally, the station would be located near County Road E but West of the railroad tracks that make response difficult from the Victoria Station. Following completion of the new station, it is anticipated the Victoria Station would be closed, and the current station on Lexington and County Road I would be converted to a 24/7 staffed station. Today, the Lexington Station is only staffed during the day by command staff, and the Victoria and Hodgson Stations are staffed by 24/7 Duty Crews. The map below shows the location of each station (marked by circled red F’s) and the proposed station (orange marker with red arrow pointing at it).



The new station location will provide better response times to both southern Arden Hills and Shoreview; converting the Lexington Station to 24/7 will also provide better coverage to North Oaks, northern Shoreview, and TCAAP when built. Between 2019 and 2021, the North Oaks City Council, along with the other two cities, passed resolutions of support for the new station, and have also approved a Joint Powers Agreement to facilitate future funding of the new station.

Along with the new station project, the department has also been discussing staffing, specifically hiring at least six new full-time Captains. The board did recommend that the new staffing was their preferred option moving forward. The department previously applied for a SAFER Grant and was unsuccessful at the time, and is pursuing one this year, too. The fire department gave a presentation to the City Council in July and August of 2022, and the City Council was supportive of applying for the SAFER Grant and the associated new positions.

Fire District

The board has also been discussing the possibility of creating a fire district, which would be its own separate taxing authority. A fire district is viewed as a more efficient form of governance versus the current board as the fire district board could independently approve projects. The fire district would bring the fire department off of each City's tax rolls, but would still have implications to each City. The first being how would the fire department's cost be split amongst the cities. The cities would have the option to split the cost based on a formula, which could be similar to the one we use today. Another option would be to have it based on overall market value. The

market value option would likely increase the cost to North Oaks, while decreasing the cost to both Arden Hills and Shoreview. It is believed that should the cities use a formula with the fire district that the cities would still then be responsible for presenting the fire district's items through our Truth in Taxation process, which may give the optics to residents that the fire district taxes are part of the city's taxes. Another point to consider, is while the fire district would still have one elected from each City for representation, the district would be acting independently at the direction of the fire district board. Attached is information that has been presented to the current board for consideration (see Attachment A); the board has not yet made a recommendation for or against a fire district, but is looking for feedback from the City Councils.

Constructing a New Headquarters

The three cities, via a Joint Powers Authority (JPA), have been awarded approximately \$6.37 million in State funding for the construction of a new headquarters (must be spent or encumbered by 12/31/2027). Recent estimates have put the cost of the station close to \$19 million, which leaves approximately \$13 million to be paid for by the three cities. North Oaks' portion of this would be 14.4 percent, or \$1.87 million. Should the three cities decide to move forward with construction, the City of North Oaks would likely need to bond for its portion of the project. Assuming a 5 percent interest rate, it can be assumed the annual cost to the City would be approximately \$165,600 per year. Our current levy is \$2,182,645, this addition would equate to a 7.58 percent increase in overall levy, respectively. Keep in mind we focus on tax rate more than overall levy increase as this is what is charged to our residents. I won't know what our tax capacity is until late August-September to see what this would do to our tax rate.

New Staffing

The department is seeking to hire additional full-time staffing in the upcoming years. To help offset those costs the department is pursuing a SAFER Grant through the Federal Government, which would pay for the new positions for the first three years (an approximate total value of \$2 million). The cities would be responsible to pay for the positions following the grant period. Regardless if the grant is received or not, the fire department is planning to have six of these new positions in next year's budget. At full cost, the new positions would cost approximately \$900,000, with North Oaks' portion being 14.4 percent, or \$126,941. Not accounting for the future fire station cost increase, this alone represents a 5.8 percent increase to the overall levy, respectively. For 2024, the fire department is anticipate hiring these positions in March and in July, which would result in a cost savings. For 2024, the costs for North Oaks due to the Captains is estimated \$79,808. Keep in mind we focus on tax rate more than overall levy increase as this is what is charged to our residents. I won't know what our tax capacity is until late August-September to see what this would do to our tax rate. I'll have a better idea of impacts in late August-September for overall levy and tax rate once I receive the information from the County.

Budget Impact

The City will need to consider how to balance current spending priorities along with the proposed fire department costs. The City could push out the fire station project and increase the levy in anticipation of construction. The proposed 2024 budget for the department is attached and included in the budget are summary tables that provide for different scenarios with and without the new station.

Attachments

- Attachment A: Fire District Information Presented to the LFJD Board
- Attachment B: Proposed 2024 LJFD Budget

Lake Johanna Fire Department Board of Directors Fire District Discussion

Revised 6/20/23

Why the interest in creating a Fire District?

In 2021, the Minnesota State Legislature amended Statute 2020, section 275.066 Special Taxing Districts adding Fire Protection Special Taxing Districts under 2990.01 giving authority for two or more cities municipalities to establish a special taxing district to provide fire protection or emergency medical services within the area of the district.

At a Board of Directors meeting, Arden Hills Councilmember and Board of Directors Representative Dave McClung informed the board members of this new legislation. At that time, it was generally agreed that this might be a good alternative for the cities to consider given significant future operating and capital funding needs in the future.

Current Governance Model

The Fire Chief reports to the Board of Directors. The Board of Directors consists of seven (7) Board Members allocated as follows:

City Representatives

Shoreview – 2 Board Members
Arden Hills – 1 Board Member
North Oaks – 1 Board Member

Fire Department Representatives

At-Large – 3 Board Members

The Fire Chief serves as the Chief Executive Officer and is responsible for day-to-day operations of the Fire Department, recommends policies and programs, has the authority to hire, discipline and terminate all staff.

The Fire Chief prepares operating and capital budgets for the Board of Directors. Historically, if one city is not in favor of the proposed budget(s), the budgets are adjusted until all three cities are in favor. Historically, the board voting on approving budgets does not occur until all three cities are in favor of the budgets. Once the board approves the operating and capital budgets, each city must individually approve their percentage share of the budgets for the following year.

The Board of Directors has adopted a "Fire Distribution Formula" based on the following criteria: 25% Population, 25% Households, 10% Market Value, and 40% Fire/EMS calls. For 2023, the cities' share of the budget is: Arden Hills 24.9%, North Oaks 14.4%, and Shoreview 60.7%. This formula is also averaged over a five-year period creating stability. For historical purposes, no city has gone up or down more than 1.4% in total between 2015 and 2023. Year over year, no city has gone up or down more than 0.5%.

Highlights of the Current Governance Model:

1. Ensuring continuity within the business structure has proven to be difficult which leads to the revisiting of previously "decided" upon items which has led to significant delays to changes to meet today's needs.
2. While the cities do work well together, it can, at times, be difficult to operate by 100% consensus across all three cities and the board (four separate majority votes) which has led to significant delays to change to meet today's needs.
3. Although the history of "why" is known and understood, having subordinates (firefighters) as board members is no longer appropriate for the business. This is not a good business practice for the future.
4. Today, there is not a process to ramp up the budget to prepare for upcoming changes. Committing financially to anything beyond the next 12-month period is absent.

Fire District Governance Model

State law requires that Fire District Board Members must be made up of elected members of the governing body of the political subdivision and serve at the pleasure of that participant's governing body.

One example of what the Board could look like with the current three-city makeup:

City Board Representatives

Arden Hills – 2 Board Members

North Oaks – 2 Board Members

Shoreview – 3 Board Members

The Fire Chief would report to the Fire District Board.

The Fire District Board may elect to form an *Operating Committee*. This committee would likely include the City Managers/Administrators from the member cities. This Operating Committee would meet monthly with the Fire Chief and other staff as needed, and report to the board at each regular meeting.

The Operating Committee would likely have the authority to approve budgeted expenditures during monthly meetings. Non-budgeted expenditures would likely need to be approved by the Board. A list of bills would be provided to each member of the operating committee monthly.

Special Taxing District

State Statute allows for two taxing options for the Fire District:

- a.) The Board may levy a tax on the taxable real and personal property in the district. The proceeds of the levy must be used as provided in statute.

- b.) The Board may apportion its levy among the political subdivisions under a formula or method. The amount of the levy allocated to each political subdivision must be added to that political subdivision's levy and spread at the same time and in the same manner as provided by law for other taxes. The proceeds of the levy must be collected and remitted to the district and used as provided in this statute.

Use of the Levy Proceeds

The proceeds of the property taxes levied must be used to provide fire protection or emergency medical services to residents of the district and property located in the district, as well as to pay debt issued.

Debt

The district may incur debt under chapter 475 when the board determines doing so is necessary to accomplish its duties.

In addition, the board of the district may issue certificates of indebtedness or capital notes to purchase capital equipment.

Information regarding the potential transition to a fire district

		Notes
Question 1	What is a realistic timeline to implement a fire district?	
Answer	It would likely take one-year to complete	Opinion of Chief Boehlke
Question 2	Will the fire department need to disband or dissolve?	
Answer	The financial and operational functions can be kept separate or they can both be handled by the Fire District. In other words, two structures could be used: (1) the Fire District could be used merely to levy taxes, manage the budget, and handle the financial aspects only while the fire protection operations are accomplished by the Fire Department; or (2) the Fire District can handle all the financial and operational functions as an entity that directly employs firefighters, owns the fire stations and equipment, and is managed by a single board. The second option, the Fire District operating as a fire department, makes sense because it eliminates the redundancy of administering two boards and maintaining the Fire Department as a separate entity, including corporate and financial recordkeeping and reporting. It would be appropriate to dissolve the Fire Department after the Fire District has been established and the merger is completed. Dissolving a nonprofit corporation such as the Fire Department involves several steps, as outlined below, and takes several months to complete. Thus, you should anticipate an interim period during which the Fire Department will continue to operate in concert with the Fire District until all assets and liabilities of the Fire Department are transferred to the District and the Fire Department is dissolved.	Opinion from attorney Erich Hartmann
Question 3	What would the fire department need to do to become part of the new fire district?	
Answer	An initial overview of the steps to transition from the Fire Department to the Fire District follows: a. Each municipal partner must approve a resolution and an agreement concerning the Fire District, as outlined in Joe Kelly's December 27, 2021, memo and pursuant to Minn. Stat. § 144F.01. b. The municipal resolution or agreement must specify that the Lake Johanna Firefighters Relief Association pension plan is associated with the Fire District. § 144F.01, Subd. 2(c). c. The Fire District must file the establishing resolution and required agreements (and any amendments) with the Minnesota Department of Revenue. d. Bylaws of the Fire District should be prepared for execution upon formation of the Fire District. e. I anticipate that the Fire Department will dissolve, following this process: a. Prepare resolutions of Fire Department board and members approving the dissolution of the Fire Department and transfer of all its assets to the Fire District. b. Prepare notice of meeting of Fire Department members stating that a purpose of the meeting is to consider dissolving the corporation. c. Hold meetings of board and members. d. Proceed with dissolution (Minn. Stat. § 317A.701(a)(2)): i. Prepare and file Notice of Intent to Dissolve with Secretary of State. ii. Submit Notice of Intent to Dissolve required by Minn. Stat. § 317A.811 with Attorney General. iii. Commence winding up process (§§ 317A.725 and 317A.735). 1. Collect any debts owed to the Fire Department. 2. Pay or make arrangements to pay debts, liabilities, and obligations of the Fire Department. Chief Boehlke April 5, 2023 Page 3 3. Complete § 317A.811 requirements prior to transfer of Fire Department assets to Fire District. 4. Obtain waiver or satisfy 45-day notice period (to AG) in § 317A.811, Subd. 2. 5. Transfer assets in accordance with § 317A.735. a. Confirm adequate insurance is in place for the Fire District. b. Deed the real estate to the Fire District. c. Assign trucks, equipment, and personal property to the Fire District. 6. Submit to Attorney General a list of persons to whom assets were transferred pursuant to § 317A.811, Subd. 4. 7. Prepare and file Articles of Dissolution with Secretary of State.	Opinion from attorney Erich Hartmann
Question 4	What would the governance structure of a fire district be?	
Answer	The bylaws of the fire district would likely determine this; it is unlikely that firefighters would be part of that structure	Statement from Brad Martens
Question 5	Would the fire department be able to keep its tax-exempt status?	
Answer	The Fire District will be exempt from tax as a special taxing district that operates a fire department. I recommend having an initial discussion now with your accountant.	Opinion from attorney Erich Hartmann
Question 6	What would the fire districts' budget and finance controls look like?	
Answer	The bylaws of the fire district would likely determine this.	Statement from Brad Martens
Question 7	What staffing changes would be required for the fire district?	

Information regarding the potential transition to a fire district

		Notes
Answer	None are anticipated due to a move to a fire district.	Statement from Brad Martens
Question 8	How would moving to a fire district impact full-time and part-time firefighters day to day operational roles?	
Answer	No changes are anticipated in the day to day operational roles.	Statement from Brad Martens
Question 9	Will the fire district be able to continue to send its part-time firefighters to the Lake Johanna Firefighters Relieve Association for pensions?	
Answer	Yes	Opinion from attorney Erich Hartmann
Question 10	What happens to the fire department owned equipment and station?	
Answer	All fire department equipment and St. 120 would become property of the fire district.	Statement from LJFD Leadership
Question 11	How would the Pine Tree property be transitioned to the fire district?	
Answer	The property would become Fire District property.	Statement from LJFD Leadership
Question 12	How would the tax line item be listed on a property tax statement?	
Answer	The Fire District will show up as an assessment similar to a school district.	Statement from LJFD Leadership
Question 13	Who would vote to approve a fire district levy amount?	
Answer	The Fire District Board of Directors.	Statement from LJFD Leadership
Question 14	What would be the governance structure of the fire district board?	
Answer	This structure would be developed by a group/committee that would be directed with developing this and other details prior to the standing up of the Fire District. Reference Excelsior Fire District regarding their being an "operational committee" or "working group" that may include city staff and/or fire district leadership.	Statement from LJFD Leadership
Question 15	What is the budget impact to cities with a weighted levy compared to a tax capacity levy?	
Answer		
Question 16	What are the alternatives to a fire district?	
Answer	Remain as we are. Transition to a single city department that could contract with others for service.	Statement from LJFD Leadership
Question 17	Are any of the cities interested in taking over the fire department operations?	
Answer		
Question 18	Do two-thirds of the fire fighters need to approve the change to a fire district model?	
Answer		
Question 19	What is the urgency for discussing this topic now?	
Answer	The demonstrated and agreed upon need for costly operational and capital investment is driving this conversation. After a Fire District is established, the vote of that board is final and doesn't need three separate approvals by individual cities. Changing the funding mechanism streamlines the process of making necessary changes to our operation.	Statement from LJFD Leadership
Question 20	What if any deadlines exist for making this decision?	
Answer	There are no official deadlines however there are things that could be impacted by timing such as the ability to accept state funding or when the first "income" check would be received from Ramsey County as it relates to funds to cover operating costs.	Statement from LJFD Leadership
Question 21	What are the legal costs estimated for this process?	
Answer		
Question 22	How would the new building on Pine Tree be funded through a fire district?	
Answer	The Fire District can borrow (bond) for capital projects that would be paid for by direct taxes. The Fire District could also tax over time to save for capital projects.	Statement from LJFD Leadership

Information regarding the potential transition to a fire district

Notes

Question 23	How would additional staffing be funded through a fire district?	
Answer	Staffing would be paid for through the operating budget which is paid for by taxes.	Statement from LJFD Leadership
Question 24	What would happen if one city did not support moving to a fire district?	
Answer	Not every city needs to participate. To create a fire district, two or more cities are required to participate.	Statement from LJFD Leadership
Question 25	How would CIP purchases be funded in the initial years of a fire district?	
Answer	All three cities have savings for fire department CIP. Those funds need to be transferred to the Fire District. Cloquet Fire District, for example, is still requiring assistance from their cities because they started with a \$0 bank account. The savings already realized by the cities shouldn't become a "bonus" to the cities by transferring that liability to the fire district.	Statement from LJFD Leadership
Question 26	What happens to the Shoreview owned stations?	
Answer	Shoreview, who owns St. 130 and 140, would sell or lease those two stations to the Fire District.	Statement from LJFD Leadership
Question 27		
Answer		
Question 28		
Answer		
Question 29		
Answer		
Question 30		
Answer		

MEMORANDUM

DATE: December 27, 2021
TO: City of Shoreview
FROM: Joe Kelly
RE : Fire Protection District

Introduction

On July 2, 2021, the 2021 omnibus tax bill went into effect. Included in the bill was an authorization for local government units to create special taxation districts for fire protection.

In order to create a fire protection special taxation district, the City must do the following:

1. It must enter into an agreement with other municipalities specifying how the liabilities of the district will be handled in the case of the district's dissolution
2. It may address how the tax levy will be apportioned among the participating jurisdictions (if not equal)
3. It must identify which fire relief association or account of in the voluntary statewide volunteer firefighting retirement plan. There can only be one association/plan,

The agreement must be adopted no later than upon passage of the resolution establishing the district. The participating Cities must then adopt a resolution creating the district. There are certain items required to be in the resolution discussed below.

The fire protection district will have a governing body made up exclusively of elected officials from each member jurisdiction's governing body (city council). The District's governing body may be made up with whatever proportion of council members the district wishes, similar to the current Lake Johanna Fireboard with Shoreview, North Oaks, and Arden Hills, but less non-council members.

The resolution creating the district must specify the proportion of each participating municipality's board members.

If the special taxing district includes the operation of a fire department, it must file its resolution establishing the fire protection special taxing district, and any agreements required for the establishment of the special taxing district, with the commissioner of revenue, including any subsequent amendments. If the resolution or agreement does not include sufficient information defining the fire department service area of the fire protection special taxing district, the secretary of the district board must file a written statement with the commissioner defining the fire department service area.

The new law is 144F.01, which merely amended the EMS special taxing district to allow for Fire Protection to be included in the taxing authority.

Once established, the board may levy taxes on real and personal property in the district. In the alternative, the board may apportion its levy among the political subdivision members under a formula similar to how the current Lake Johanna Fire Board funding is completed.

FROM: Erich J. S. Hartmann
TO: Chief Tim Boehlke
RE: Fire Protection Special Tax District
Lake Johanna Fire Department
Our File No.: 1152-00005
DATE: April 5, 2023

This memo provides an overview of the impacts on the Lake Johanna Fire Department (“Fire Department”) if a special fire protection tax district (“Fire District”) is formed by the partner communities.

You asked the following questions:

1. Will the Fire Department need to disband or dissolve?

The financial and operational functions can be kept separate or they can both be handled by the Fire District. In other words, two structures could be used: (1) the Fire District could be used merely to levy taxes, manage the budget, and handle the financial aspects only while the fire protection operations are accomplished by the Fire Department; or (2) the Fire District can handle all the financial and operational functions as an entity that directly employs firefighters, owns the fire stations and equipment, and is managed by a single board.

The second option, the Fire District operating as a fire department, makes sense because it eliminates the redundancy of administering two boards and maintaining the Fire Department as a separate entity, including corporate and financial recordkeeping and reporting. It would be appropriate to dissolve the Fire Department after the Fire District has been established and the merger is completed.

Dissolving a nonprofit corporation such as the Fire Department involves several steps, as outlined below, and takes several months to complete. Thus, you should anticipate an interim period during which the Fire Department will continue to operate in concert with the Fire District until all assets and liabilities of the Fire Department are transferred to the District and the Fire Department is dissolved.

2. What will the Fire Department need to do to become part of the new Fire District?

An initial overview of the steps to transition from the Fire Department to the Fire District follows:

- a. Each municipal partner must approve a resolution and an agreement concerning the Fire District, as outlined in Joe Kelly's December 27, 2021, memo and pursuant to Minn. Stat. § 144F.01.
- b. The municipal resolution or agreement must specify that the Lake Johanna Firefighters Relief Association pension plan is associated with the Fire District. § 144F.01, Subd. 2(c).
- c. The Fire District must file the establishing resolution and required agreements (and any amendments) with the Minnesota Department of Revenue.
- d. Bylaws of the Fire District should be prepared for execution upon formation of the Fire District.
- e. I anticipate that the Fire Department will dissolve, following this process:
 - a. Prepare resolutions of Fire Department board and members approving the dissolution of the Fire Department and transfer of all its assets to the Fire District.
 - b. Prepare notice of meeting of Fire Department members stating that a purpose of the meeting is to consider dissolving the corporation.
 - c. Hold meetings of board and members.
 - d. Proceed with dissolution (Minn. Stat. § 317A.701(a)(2)):
 - i. Prepare and file Notice of Intent to Dissolve with Secretary of State.
 - ii. Submit Notice of Intent to Dissolve required by Minn. Stat. § 317A.811 with Attorney General.
 - iii. Commence winding up process (§§ 317A.725 and 317A.735).
 1. Collect any debts owed to the Fire Department.
 2. Pay or make arrangements to pay debts, liabilities, and obligations of the Fire Department.

3. Complete § 317A.811 requirements prior to transfer of Fire Department assets to Fire District.
4. Obtain waiver or satisfy 45-day notice period (to AG) in § 317A.811, Subd. 2.
5. Transfer assets in accordance with § 317A.735.
 - a. Confirm adequate insurance is in place for the Fire District.
 - b. Deed the real estate to the Fire District.
 - c. Assign trucks, equipment, and personal property to the Fire District.
6. Submit to Attorney General a list of persons to whom assets were transferred pursuant to § 317A.811, Subd. 4.
7. Prepare and file Articles of Dissolution with Secretary of State.

3. Would the Fire Department be able to keep its tax-exempt status?

The Fire District will be exempt from tax as a special taxing district that operates a fire department. I recommend having an initial discussion now with your accountant.

4. Will the Fire District be able to continue to send its part-time firefighters to the Lake Johanna Firefighters Relief Association for pensions?

Yes.

In conclusion, I will say that this is a simplified overview of an extensive process. The intent of this memo is to answer your questions and provide an overall roadmap of the process to merge the Fire Department into the Fire District and dissolve the existing entity. Each step of this process will include an additional set of requirements and conditions, the details of which are beyond the scope of this memo. Careful coordination will be needed at each step between the partner communities, the Fire Department Board of Directors, the Fire Department's accountants, the pension administrator, the LMCIT/risk management, employment/labor counsel, and general counsel. I will be happy to help you as your plans continue to develop.

Feel free to call me if you have any questions.

Thank you.

EJH

144F.01 FIRE PROTECTION AND EMERGENCY MEDICAL SERVICES SPECIAL TAXING DISTRICTS.

Subdivision 1. **Definitions.** For purposes of this section, the following terms have the meanings given.

(a) "Political subdivision" means a county, a statutory or home rule charter city, or a township organized to provide town government.

(b) "Governing body" means a city council for a city, a county board for a county, and a board of supervisors for a town.

(c) "Emergency medical services" means supporting the providing of out-of-hospital emergency medical services including but not limited to first responder or rescue squads recognized by the district, ambulance services licensed under chapter 144E and recognized by the district, medical control functions set out in chapter 144E, communications equipment and systems, and programs of regional emergency medical services authorized by regional boards described in section 144E.52.

Subd. 2. **Authority to establish.** (a) Two or more political subdivisions may establish, by resolution of their governing bodies, a special taxing district to provide fire protection or emergency medical services, or both, in the area of the district, comprising the jurisdiction of each of the political subdivisions forming the district. For a county that participates in establishing a district, the county's jurisdiction comprises the unorganized territory of the county that it designated in its resolution for inclusion in the district. The area of the special taxing district need not be contiguous or its boundaries continuous.

(b) Before establishing a district under this section, the participating political subdivisions must enter into an agreement that specifies how any liabilities, other than debt issued under subdivision 6, and assets of the district will be distributed if the district is dissolved. The agreement may also include other terms, including a method for apportioning the levy of the district among participating political subdivisions under subdivision 4, paragraph (b), as the political subdivisions determine appropriate. The agreement must be adopted no later than upon passage of the resolution establishing the district under paragraph (a), but may be later amended by agreement of each of the political subdivisions participating in the district.

(c) If two or more political subdivisions that currently operate separate fire departments seek to merge fire departments into one fire department, or if a political subdivision with an existing fire department requests to join a special taxing district with an established fire department, the resolution under paragraph (a) or agreement under paragraph (b) must specify which, if any, volunteer firefighter pension plan is associated with the district. A special taxing district that operates a fire department under this section may be associated with only one volunteer firefighters relief association or one account in the statewide volunteer firefighter plan at one time.

(d) If the special taxing district includes the operation of a fire department, it must file its resolution establishing the fire protection special taxing district, and any agreements required for the establishment of the special taxing district, with the commissioner of revenue, including any subsequent amendments. If the resolution or agreement does not include sufficient information defining the fire department service area of the fire protection special taxing district, the secretary of the district board must file a written statement with the commissioner defining the fire department service area.

Subd. 3. **Board.** The special taxing district established under this section is governed by a board made up initially of representatives of each participating political subdivision in the proportions set out in the establishing resolution, subject to change as provided in the district's charter, if any, or in the district's bylaws.

Each participating political subdivision's representative must be an elected member of the governing body of the political subdivision and shall serve at the pleasure of that participant's governing body.

Subd. 4. Property tax levy authority. (a) The district's board may levy a tax on the taxable real and personal property in the district. The proceeds of the levy must be used as provided in subdivision 5. The board shall certify the levy at the times as provided under section 275.07. The board shall provide the county with whatever information is necessary to identify the property that is located within the district. If the boundaries include a part of a parcel, the entire parcel shall be included in the district. The county auditors must spread, collect, and distribute the proceeds of the tax at the same time and in the same manner as provided by law for all other property taxes.

(b) As an alternative to paragraph (a), the board may apportion its levy among the political subdivisions that are members of the district under a formula or method, with factors such as population, number of service calls, costs of providing service, the market value of improvements, or other measures approved by the governing body of each of the participating political subdivisions. The amount of the levy allocated to each political subdivision must be added to that political subdivision's levy and spread at the same time and in the same manner as provided by law for all other property taxes. The proceeds of the levy must be collected and remitted to the district and used as provided in subdivision 5.

Subd. 5. Use of levy proceeds. The proceeds of property taxes levied under this section must be used to provide fire protection, emergency medical services, or both, to residents of the district and property located in the district, as well as to pay debt issued under subdivision 6. Services may be provided by employees of the district or by contracting for services provided by other governmental or private entities.

Subd. 6. Debt. (a) The district may incur debt under chapter 475 when the board determines doing so is necessary to accomplish its duties.

(b) In addition, the district board may issue certificates of indebtedness or capital notes under section 412.301 to purchase capital equipment. In applying section 412.301, paragraph (e), the following rules apply:

(1) the taxable property of the entire district must be used to calculate the percent of estimated market value; and

(2) "the number of voters at the last municipal election" means the sum of the number of voters at the last municipal election for each of the cities that is a member of the district plus the number of registered voters in each town that is a participating member of the district.

Subd. 7. Powers. (a) In addition to authority expressly granted in this section, a special taxing district established under this section may exercise any power that may be exercised by any of its participating political subdivisions that is necessary or reasonable to support the services set out in subdivision 5. These powers include the authority to participate in state programs and to enforce or carry out state laws related to fire protection or emergency medical services, including programs providing state aid, reimbursement or funding of employee benefits, and authorizing local enforcement of state standards including fire protection related programs and political subdivision powers or responsibilities under chapters 299A, 424A, and 477B; sections 6.495, 353.64, and 423A.022; and any other administrative rules related to the fire code, to the extent the special taxing district meets the qualification criteria and requirements of a program.

(b) To the extent the district's authority under this subdivision overlaps with or may conflict with the authority of the participating political subdivision, the agreement under subdivision 2, paragraph (b), must provide for allocation of those powers or responsibilities between the participating political subdivisions and the district, and may provide for resolution of conflicts in the exercise of those powers.

(c) The district may only levy the tax authorized in subdivision 4.

Subd. 8. Additions and withdrawals. (a) Additional political subdivisions may be added to a special taxing district established under this section as provided by the board of the district and agreed to in a resolution of the governing body of the political subdivision proposed to be added. The addition of a political subdivision to the district may not cause the district to be out of compliance with subdivision 2, paragraph (c).

(b) A political subdivision may withdraw from a special taxing district under this section by resolution of its governing body. The political subdivision must notify the board of the special taxing district of the withdrawal by providing a copy of the resolution at least two years in advance of the proposed withdrawal. The taxable property of the withdrawing member is subject to the property tax levy under subdivision 4 for the two taxes payable years following the notice of the withdrawal, unless the board and the withdrawing member agree otherwise by action of their governing bodies. If a political subdivision withdraws from a district for which debt was issued under subdivision 6 when the political subdivision was a participating member, and which is outstanding when the political subdivision withdraws from the district, the taxable property of the withdrawing political subdivision remains subject to the special taxing district levy until the outstanding debt has been paid or defeased. If the district's property tax levy to repay debt was apportioned among the political subdivisions under an alternative formula or method under subdivision 4, paragraph (b), the withdrawing political subdivision is subject to the same percentage of the debt levy as applied in the taxes payable year immediately preceding its withdrawal from the district.

(c) Notwithstanding subdivision 2, if the district is comprised of two political subdivisions and one of the political subdivisions withdraws, the district can continue to exist.

Subd. 9. Dissolution. The special taxing district may be dissolved by resolution approved by a majority vote of the board. If the special taxing district is dissolved, the assets and liabilities may be assigned to a successor entity, if any, or otherwise disposed of for public purposes as provided in the agreement adopted under subdivision 2, paragraph (b), or otherwise agreed to by each participating political subdivision. A district may not be dissolved until all debt issued under subdivision 6 has been paid or defeased.

Subd. 10. Reports. (a) On or before March 15, 2024, and March 15, 2026, the special taxing district shall submit a levy and expenditure report to the commissioner of revenue and to the house of representatives and senate committees with jurisdiction over taxes and property taxes. Each report must include the amount of the district's levies for taxes payable for each of the two previous years and its actual expenditures of those revenues. Expenditures must be reported by general service category and include a separate category for administrative expenses.

(b) On or before March 15, 2024, and March 15, 2026, a political subdivision that has established or joined a special taxing district authorized under this section after June 30, 2021, shall submit a levy and expenditure report to the commissioner of revenue and to the house of representatives and senate committees with jurisdiction over taxes and property taxes. The report must include:

(1) the amount of the political subdivision's levy, and its actual expenditure of the subdivision's levy revenues, including the amount attributable to fire protection and emergency medical services, for taxes payable in each of the two taxes payable years prior to establishing or joining a special taxing district authorized under this section;

(2) the political subdivision's levy, and its actual expenditure of the subdivision's levy revenues, for taxes payable in each of the taxes payable years after establishing or joining a special taxing district authorized under this section, up to and including taxes payable in 2024 and taxes payable in 2026; and

(3) a certification from the political subdivision that the subdivision's levy for each of the taxes payable years after establishing or joining a special taxing district authorized under this section, up to, and including, taxes payable in 2024, and taxes payable in 2026, does not include expenditures for fire protection, emergency medical services, or both, except as provided in subdivision 4, paragraph (b), or those necessary to establish or join a district as provided in this section.

History: *1Sp2001 c 5 art 3 s 8; 2005 c 151 art 3 s 19; 2006 c 259 art 4 s 3,20; 2009 c 88 art 2 s 3,40; 2013 c 143 art 14 s 17; 2014 c 308 art 2 s 1; 1Sp2021 c 14 art 6 s 1; 2022 c 55 art 1 s 37*

Proposed

LAKE JOHANNA FIRE DEPARTMENT
2024 Operating Budget - Recommended (March x3, July x3)
 Printed 6/14/2023

TOTALS	2024	2023	% Change
DEPARTMENTAL OPERATIONS	\$ 3,140,696	\$ 2,470,459	27.13%
STATION OPERATIONS	\$ 623,213	\$ 566,316	10.05%
GRAND TOTALS	\$ 3,763,909	\$ 3,036,775	23.94%

Grand Total	\$ 3,763,909	\$ 3,036,775	
General Fund Contribution (AHATS)	\$ (20,000)	\$ (20,000)	
	\$ 3,743,909	\$ 3,016,775	

Cost Share - 2024			
ARDEN HILLS (24.9%)	\$ 932,233	\$ 754,194	23.61%
NORTH OAKS (14.4%)	\$ 539,123	\$ 431,399	24.97%
SHOREVIEW (60.7%)	\$ 2,272,552	\$ 1,831,183	24.10%
	\$ 3,743,909	\$ 3,016,775	

Fire Distribution Cost Share History			
Year	Arden Hills	North Oaks	Shoreview
2023	24.9%	14.4%	60.7%
2022	25.0%	14.3%	60.7%
2021	25.0%	14.4%	60.6%
2020	24.8%	14.1%	61.1%
2019	24.5%	13.9%	61.6%

Budget Notes
Lines 31 & 32 - Health physicals annually vs every 3-5 years
Lines 55 & 56 - Reclassification of Deputy Chiefs to Asst. Chiefs
Line 57 - Addition of (6) FT Captains (salary only on this line)
Line 188 - Communicatiosn And Technology increased
Line 205 - General Engineering increased

Line	DEPARTMENT OPERATIONS SUMMARY	2024	2023	% Change
1	Administrative	\$ 16,077	\$ 16,077	0.00%
11	Recognition and Retention	\$ 18,423	\$ 15,818	16.47%
20	Insurance	\$ 103,230	\$ 100,350	2.87%
26	Firefighters Relief Assn.	\$ 102,480	\$ 102,480	0.00%
30	Medical Exams	\$ 11,070	\$ 7,552	46.58%
37	Physical Fitness	\$ 7,800	\$ 7,800	0.00%
41	Public Fire Education	\$ 8,896	\$ 8,554	4.00%
45	Professional Fees	\$ 35,413	\$ 31,661	11.85%
51	Full Time Staff Compensation	\$ 1,385,133	\$ 782,853	76.93%
68	Part Time Staff Compensation	\$ 1,354,304	\$ 1,299,444	4.22%
97	Staff Professional Development	\$ 12,750	\$ 12,750	0.00%
105	Training	\$ 85,120	\$ 85,120	0.00%
	Totals	\$ 3,140,696	\$ 2,470,459	27.13%

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Line	STATION OPERATIONS SUMMARY	2024	2023	% Change
150	Building Maintenance	\$ 156,217	\$ 146,655	6.52%
172	Clothing & Turnout	\$ 99,094	\$ 95,729	3.52%
188	Communications & Technology	\$ 118,186	\$ 105,616	11.90%
204	General Engineering	\$ 233,256	\$ 201,856	15.56%
213	Special Operations	\$ 5,510	\$ 5,510	0.00%
222	Maps	\$ 1,520	\$ 1,520	0.00%
230	SCBA	\$ 9,430	\$ 9,430	0.00%
	Totals	\$ 623,213	\$ 566,316	10.05%

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LAKE JOHANNA FIRE DEPARTMENT

2024 Operating Budget - Recommended (March x3, July x3)

Printed 6/14/2023

		2024	2023	% Change
1	ADMINISTRATIVE BUDGET			
2	Office Supplies	\$ 6,120	\$ 6,120	0.00%
3	Postage Expenses	\$ 1,300	\$ 1,300	0.00%
4	Misc. Extras	\$ 1,168	\$ 1,168	0.00%
5	Flowers/Cards	\$ 875	\$ 875	0.00%
6	Copier Rental	\$ 5,929	\$ 5,929	0.00%
7	Mileage Reimbursement - Office Manager	\$ 400	\$ 400	0.00%
8	Compliance Posters	\$ 285	\$ 285	0.00%
9	Administrative Totals	\$ 16,077	\$ 16,077	0.00%
10	(blank)			
11	RECOGNITION AND RETENTION			
12	Appreciation Event	\$ 10,000	\$ 7,500	33.33%
13	Retirement Plaques	\$ 660	\$ 658	0.30%
14	Steak Fry	\$ 2,813	\$ 2,813	0.00%
15	Christmas Breakfast	\$ 600	\$ 600	0.00%
16	Christmas Ornaments	\$ 1,050	\$ 947	10.88%
17	Annual Mtg. Dinner	\$ 3,300	\$ 3,300	0.00%
18	Events Totals	\$ 18,423	\$ 15,818	16.47%
19	(blank)			
20	INSURANCE			
21	Property, Liability, Auto, W/C & Umbrella Ins	\$ 98,872	\$ 95,992	3.00%
22	Employee Assistance Program	\$ 3,833	\$ 3,833	0.00%
23	State Benefit Assoc. \$8/new, \$4/member	\$ 525	\$ 525	0.00%
24	Insurance Totals	\$ 103,230	\$ 100,350	2.87%
25	(blank)			
26	LJFD RELIEF ASSOCIATION			
27	Relief Assn. Contribution	\$ 102,480	\$ 102,480	0.00%
28	Relief Assn. Totals	\$ 102,480	\$ 102,480	0.00%
29	(blank)			
30	MEDICAL EXAMS			
31	OSHA Physicals - Annual	\$ 4,029	\$ 1,622	148.40%
32	HAZMAT Physicals - Every 3	\$ 1,341	\$ 670	100.15%
33	Psychological Evaluations	\$ 3,395	\$ 3,400	-0.15%
34	New F.F. Physicals	\$ 2,305	\$ 1,860	23.92%
35	Medical Exam Totals	\$ 11,070	\$ 7,552	46.58%
36	(blank)			
37	PHYSICAL FITNESS			
38	Fitness Club Reimbursement	\$ 7,800	\$ 7,800	0.00%
39	Physical Totals	\$ 7,800	\$ 7,800	0.00%
40	(blank)			
41	PUBLIC FIRE EDUCATION			
42	Pub Ed Materials	\$ 8,896	\$ 8,554	4.00%
43	Public Fire Education Totals	\$ 8,896	\$ 8,554	4.00%
44	(blank)			
45	PROFESSIONAL FEES			
46	Accountant Fees	\$ 8,413	\$ 8,413	0.00%
47	Legal Fees/Employment Attorney/HR	\$ 17,000	\$ 13,248	28.32%
48	Payroll Services	\$ 10,000	\$ 10,000	0.00%
49	Professional Fees Totals	\$ 35,413	\$ 31,661	11.85%
50	(blank)			

Proposed

LAKE JOHANNA FIRE DEPARTMENT
2024 Operating Budget - Recommended (March x3, July x3)
Printed 6/14/2023

Page 2 of 6

LAKE JOHANNA FIRE DEPARTMENT

2024 Operating Budget - Recommended (March x3, July x3)

Printed 6/14/2023

FULL TIME STAFF COMPENSATION		2024	2023	% Change
51				
52	Fire Chief	\$ 156,021	\$ 151,486	2.99%
53	Assistant Fire Chief	\$ 129,126	\$ 125,362	3.00%
54	Officer Manager	\$ 87,131	\$ 84,594	3.00%
55	Deputy Chief/E.M.	\$ 129,126	\$ 110,843	16.49%
56	Deputy Chief/F.M.	\$ 124,966	\$ 107,266	16.50%
57	Captain (x3+3 positions)	\$ 373,752	\$ -	n/a
58	Medicare (1.45%)	\$ 14,502	\$ 8,403	72.57%
59	Social Security (6.2%)	\$ 5,402	\$ 5,245	3.00%
60	State Unemployment (.47%)	\$ 4,701	\$ 2,724	72.57%
61	Long-Term Disability FT staff	\$ 5,300	\$ 2,300	130.43%
62	PERA: P&F (17.70%)	\$ 161,599	\$ 87,607	84.46%
63	PERA: Coordinated Plan (7.5%)	\$ 6,535	\$ 6,345	3.00%
64	Medical, Dental, Life, Work Comp, HSA	\$ 186,972	\$ 90,678	106.19%
65				
66	Full Time Staff Compensation Totals	\$ 1,385,133	\$ 782,853	76.93%

(blank)

PART TIME STAFF COMPENSATION		2024	2023	% Change
68				
69	Weekday Shifts	\$ 325,281	\$ 315,806	3.00%
70	Evening/Weekend Shifts	\$ 739,496	\$ 717,957	3.00%
71	Callback Run Compensation	\$ 39,717	\$ 38,560	3.00%
72	Prob. FF Shift Pay	\$ 16,886	\$ 16,400	2.96%
73	Training Compensation (Training/FF1/EMT/Classes)	\$ 108,030	\$ 92,316	17.02%
74	Public Fire Education	\$ 12,968	\$ 11,081	17.02%
75	Hazmat/ATR	\$ 4,718	\$ 4,581	3.00%
76	Fire Inspector	\$ 2,383	\$ 2,314	2.98%
77	Committee	\$ 1,390	\$ 1,188	17.01%
78	Board of Directors	\$ 1,725	\$ 1,650	4.55%
79	Medicare (1.45%)	\$ 18,162.60	\$ 17,426.88	4.22%
80	Social Security (6.2%)	\$ 77,661	\$ 74,515	4.22%
81	State Unemployment (.47%)	\$ 5,887	\$ 5,649	4.22%
82	Total FT & PT Staff Compensation	\$ 1,354,304	\$ 1,299,444	4.22%

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Pay Rates - Part Time				
84	Firefighter/Operator/Callback/Training/	\$19.86	\$19.28	3.00%
85	PubEd/Inspector/Committee			
86	Officer/Lead	\$21.85	\$21.21	3.00%
87	Probationary	\$15.30	\$14.85	3.00%
88	Incentive Pay FF	\$29.79	\$28.92	3.00%
89	Incentive Pay Officer	\$32.76	\$31.81	3.00%
90	Training	\$19.86	\$16.97	17.02%
91	Pub Ed	\$19.86	\$16.97	17.02%
92	Fire Inspector	\$19.86	\$19.28	3.00%
93	Committee	\$19.86	\$16.97	17.02%
94	Instructor/HazMat/ATR	\$26.21	\$25.45	3.00%
95	HazMat/ATR	\$26.21	\$25.45	3.00%

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LAKE JOHANNA FIRE DEPARTMENT

2024 Operating Budget - Recommended (March x3, July x3)

Printed 6/14/2023

97	STAFF PROF. DEVELOPMENT	2024	2023	% Change
98	Fire Chief Training	\$ 3,000	\$ 3,000	0.00%
99	Assistant Chief Training	\$ 3,000	\$ 3,000	0.00%
100	Office Manager Classes	\$ 750	\$ 750	0.00%
101	Deputy Chief/E.M. Training	\$ 3,000	\$ 3,000	0.00%
102	Deputy Chief/F.M. Training	\$ 3,000	\$ 3,000	0.00%
103	Professional Development Totals	\$ 12,750	\$ 12,750	0.00%
104	(blank)			
105	TRAINING	2024	2023	% Change
106	Online Training	\$ 9,100	\$ 9,100	0.00%
107	Training Equipment & Props	\$ 2,000	\$ 2,000	0.00%
108	Fire Training/Century College	\$ 17,000	\$ 17,000	0.00%
109	EMS Training	\$ 21,250	\$ 21,250	0.00%
110	(blank)			
111	New Member Training			
112	FF1/II/Hazmat Ops @ \$1400/FF (4)	\$ 5,600	\$ 5,600	0.00%
113	FF I&II State Cert. Test @ \$300/FF (4)	\$ 1,200	\$ 1,200	0.00%
114	Mileage \$0.55 per mile 840 miles ea. (4)	\$ 1,850	\$ 1,850	0.00%
115	Books @ \$300/FF (4)	\$ 1,200	\$ 1,200	0.00%
116	EMT -B Registration/Books (4) @ \$1550	\$ 6,200	\$ 6,200	0.00%
117	NREMT Certification Testing @ \$100/FF (4)	\$ 400	\$ 400	0.00%
118	Mileage @ \$0.55 per mile 500 miles ea. (4)	\$ 1,100	\$ 1,100	0.00%
119	(blank)			
120	Sectional Schools 7 FF			
121	Class Registration \$175 / FF	\$ 1,225	\$ 1,225	0.00%
122	Hotel Expenses @ \$150 /night	\$ 2,000	\$ 2,000	0.00%
123	2 Days Per Diem @ \$50 / Day	\$ 1,000	\$ 1,000	0.00%
124	Mileage \$ 0.55 per mile 200 miles ea. (16)	\$ 1,100	\$ 1,100	0.00%
125	(blank)			
126	Officer Training			
127	Conference Registration	\$ 300	\$ 300	0.00%
128	Hotel Expense	\$ 600	\$ 600	0.00%
129	3 Days Per Diem @ \$50 / Day	\$ 300	\$ 300	0.00%
130	Mileage 0.55 per mile 200 mile ea. (9)	\$ 125	\$ 125	0.00%
131	(blank)			
132	Fire Chiefs Conference 7 Chiefs/Officers			
133	Conference Registration	\$ 1,750	\$ 1,750	0.00%
134	Hotel Expense	\$ 3,500	\$ 3,500	0.00%
135	3 Days Per Diem @ \$50 / Day	\$ 1,200	\$ 1,200	0.00%
136	Mileage 0.55 per mile 280 mile ea.(7)	\$ 1,078	\$ 1,078	0.00%
137	(blank)			
138	Fire Inspector/Investigation Training			
139	Conference Registration	\$ 150	\$ 150	0.00%
140	Hotel Expense	\$ 300	\$ 300	0.00%
141	3 Days Per Diem @\$50/Day	\$ 300	\$ 300	0.00%
142	Mileage 0.55 per mile 120 miles ea. (2)	\$ 132	\$ 132	0.00%
143	(blank)			
144	In Town Trng/Sectional schools			
145	Conference Registration	\$ 2,000	\$ 2,000	0.00%
146	2 Days Per Diem @ \$50 / Day	\$ 500	\$ 500	0.00%
147	Mileage 0.55 per mile 60 miles ea. (20)	\$ 660	\$ 660	0.00%
148	Training Totals	\$ 85,120	\$ 85,120	0.00%
149	(blank)			

LAKE JOHANNA FIRE DEPARTMENT
2024 Operating Budget - Recommended (March x3, July x3)
Printed 6/14/2023

150	BUILDING MAINTENANCE	2024	2023	% Change
151	Fertilizer/Mowing/Snowplow/Irrigation	\$ 28,645	\$ 26,523	8.00%
152	Furnace Maintenance	\$ 1,920	\$ 1,920	0.00%
153	Supplies	\$ 17,000	\$ 17,000	0.00%
154	Water softener salt	\$ 1,500	\$ 1,500	0.00%
155	Kitchen Supplies	\$ 1,100	\$ 1,100	0.00%
156	Window Cleaning- all stations	\$ 2,900	\$ 2,900	0.00%
157	Taxes	\$ 129	\$ 129	0.00%
158	Internet/Cable TV	\$ 7,828	\$ 7,828	0.00%
159	First Aid	\$ 1,066	\$ 1,066	0.00%
160	Building Sprinkler Annual Inspection	\$ 524	\$ 524	0.00%
161	Fire Extinguisher inspection	\$ 1,346	\$ 1,250	7.68%
162	Disposal	\$ 8,749	\$ 8,749	0.00%
163	Sewer & Water	\$ 14,106	\$ 14,106	0.00%
164	Telephone	\$ 3,000	\$ 3,000	0.00%
165	Utilities	\$ 54,144	\$ 46,800	15.69%
166	Generator Maintenance	\$ 1,800	\$ 1,800	0.00%
167	Pop and Food (dinner meetings)	\$ 2,000	\$ 2,000	0.00%
168	Scene Refreshments	\$ 1,250	\$ 1,250	0.00%
169	Contractors/Repairs	\$ 7,210	\$ 7,210	0.00%
170	Building Maintenance Totals	\$ 156,217	\$ 146,655	6.52%
171	(blank)			

172	CLOTHING & TURNOUT	2024	2023	% Change
173	Badges, Emblems & Tags	\$ 824	\$ 824	0.00%
174	Turnout Gear/Helmet/Boots/Gloves New FF's (6)	\$ 30,000	\$ 30,000	0.00%
175	Uniform clothing New Fire Fighters (6) \$1735	\$ 11,365	\$ 11,365	0.00%
176	Replacement Turnout Gear (6) \$3,612 ea.	\$ 21,675	\$ 21,675	0.00%
177	Helmets (4) @ \$503ea.	\$ 2,012	\$ 2,012	0.00%
178	Leather Helmet Fronts 8 @ \$50ea.	\$ 412	\$ 412	0.00%
179	Charcoal Hoods (2) @ \$100 ea.	\$ 206	\$ 206	0.00%
180	Fire Boots (8) @ \$593 ea.	\$ 4,745	\$ 4,745	0.00%
181	Fire Gloves (20) @ \$65 ea.	\$ 1,300	\$ 1,300	0.00%
182	Gear Bag/Gear Belt 4 @ \$50	\$ 200	\$ 200	0.00%
183	Fulltime Staff Clothing Allowance (\$400 ea.)	\$ 4,400	\$ 2,000	120.00%
184	Misc. Clothing items	\$ 1,700	\$ 1,700	0.00%
185	Clothing Allowance	\$ 20,255	\$ 19,290	5.00%
186	Clothing Totals	\$ 99,094	\$ 95,729	3.52%
187	(blank)			

188	COMMUNICATIONS & TECHNOLOGY	2024	2023	% Change
189	Pagers	\$ 7,700	\$ 7,700	0.00%
190	Pager/Portable Batteries	\$ 400	\$ 400	0.00%
191	Google Cloud Platform	\$ 700	\$ 700	0.00%
192	Target Vector Solutions	\$ 1,000	\$ 1,000	0.00%
193	Fire Manager	\$ 3,300	\$ 3,300	0.00%
194	Metro-Inet	\$ 64,500	\$ 60,000	7.50%
195	Website Services	\$ 3,600	\$ 1,530	135.29%
196	Comcast Data Sta. 120, 130,140	\$ 19,427	\$ 19,427	0.00%
197	Lexipol - Policy Maintenance	\$ -	\$ -	#DIV/0!
198	Software Annual Maintenance	\$ 1,644	\$ 1,644	0.00%
199	Quickbooks Pro Upgrade	\$ 415	\$ 415	0.00%
200	Pager/Radio Repair	\$ 3,500	\$ 3,500	0.00%
201	Cell Phone Reimbursement	\$ 12,000	\$ 6,000	100.00%
202	Communications & Technology Totals	\$ 118,186	\$ 105,616	11.90%
203	(blank)			

Proposed

LAKE JOHANNA FIRE DEPARTMENT
2024 Operating Budget - Recommended (March x3, July x3)
Printed 6/14/2023

LAKE JOHANNA FIRE DEPARTMENT

2024 Operating Budget - Recommended (March x3, July x3)

Printed 6/14/2023

204	GENERAL ENGINEERING	2024	2023	% Change
205	Aerial & Ground Ladder Testing (Annual)	\$ 3,000	\$ 3,000	0.00%
206	Equipment Testing/Inspections	\$ 30,000	\$ 19,100	57.07%
207	Fuel	\$ 45,000	\$ 45,000	0.00%
208	Routine Maintenance Repairs	\$ 138,000	\$ 120,000	15.00%
209	First Aid Equip/Supplies	\$ 10,000	\$ 7,500	33.33%
210	Shop Supplies, Tools & Floor Dry & Foam	\$ 7,256	\$ 7,256	0.00%
211	General Engineering Totals	\$ 233,256	\$ 201,856	15.56%
212	(blank)			

213	SPECIAL OPERATIONS	2024	2023	% Change
214	Hazmat Equipment	\$ 500	\$ 500	0.00%
215	1 Person to Tech. Level II	\$ 660	\$ 660	0.00%
216	ATR Training/Instructors	\$ 2,700	\$ 2,700	0.00%
217	Haz Mat Instructors	\$ 250	\$ 250	0.00%
218	General Equipment Maintenance	\$ 400	\$ 400	0.00%
219	Confined Space Tech level training	\$ 1,000	\$ 1,000	0.00%
220	Special Operations Totals	\$ 5,510	\$ 5,510	0.00%
221	(blank)			

222	MAPS	2024	2023	% Change
223	General Production	\$ 1,520		0.00%
224	3 x 3 Lam. Map 20 @ \$14.25 Ea.		\$ 285	0.00%
225	Production/Layout		\$ 190	0.00%
226	Notebook Map 38/Sta. @ \$14.25		\$ 541	0.00%
227	Wall Maps 7 @ \$72 ea.		\$ 504	0.00%
228	Maps Totals	\$ 1,520	\$ 1,520	0.00%
229	(blank)			

230	SCBA	2024	2023	% Change
231	Parts & Repairs	\$ 1,600	\$ 1,600	0.00%
232	Annual Flow Testing	\$ 5,500	\$ 5,500	0.00%
233	SCBA Batteries	\$ 620	\$ 620	0.00%
234	Mask Cleaning Solution	\$ 250	\$ 250	0.00%
235	Compressed Air Quality Testing	\$ 630	\$ 630	0.00%
236	Air Compressor maMntenance	\$ 830	\$ 830	0.00%
237	SCBA TOTALS	\$ 9,430	\$ 9,430	0.00%
238	(end)			

Proposed

LAKE JOHANNA FIRE DEPARTMENT
2024 Operating Budget - Recommended (March x3, July x3)
Printed 6/14/2023
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Hire Three Captains March 1, 2024 and Three Captains July 1, 2024

Current Operating Budget Only								
	2023	2024	2025	2026	2027	2028	2029	2030
Overall (100%)	\$3,036,777	\$3,209,688	\$3,370,172	\$3,538,681	\$3,715,615	\$3,901,396	\$4,096,466	\$4,301,289
Arden Hills (24.9%)	\$756,157	\$799,212	\$839,173	\$881,132	\$925,188	\$971,448	\$1,020,020	\$1,071,021
North Oaks (14.4%)	\$437,296	\$462,195	\$485,305	\$509,570	\$535,049	\$561,801	\$589,891	\$619,386
Shoreview (60.7%)	\$1,843,324	\$1,948,281	\$2,045,695	\$2,147,979	\$2,255,378	\$2,368,147	\$2,486,555	\$2,610,882
Percentage Over Previous Year	n/a	5.69%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%

Direct Costs Due To Captains								
	2023	2024	2025	2026	2027	2028	2029	2030
Wages	\$0	\$373,752	\$644,586	\$694,098	\$745,944	\$800,304	\$824,346	\$849,078
Employer Paid PERA	\$0	\$66,154	\$114,092	\$122,855	\$132,032	\$141,654	\$145,909	\$150,287
Other Benefits: Family Medical, Life-Dental Reimb, Work Comp, LTD, HAS, Clothing Allow, Medicare	\$0	\$100,160	\$105,168	\$110,426	\$115,948	\$121,745	\$127,832	\$134,224
Other Costs: Cell Phone, IT Services, etc.	\$0	\$14,155	\$17,690	\$18,575	\$19,503	\$20,478	\$21,502	\$22,577
Overall (100%)	\$0	\$554,221	\$881,536	\$945,954	\$1,013,427	\$1,084,181	\$1,119,590	\$1,156,166
Arden Hills (24.9%)	\$0	\$138,001	\$219,502	\$235,543	\$252,343	\$269,961	\$278,778	\$287,885
North Oaks (14.4%)	\$0	\$79,808	\$126,941	\$136,217	\$145,933	\$156,122	\$161,221	\$166,488
Shoreview (60.7%)	\$0	\$336,412	\$535,092	\$574,194	\$615,150	\$658,098	\$679,591	\$701,793

Overall Operating Budget w/ Captains								
	2023	2024	2025	2026	2027	2028	2029	2030
Overall (100%)	\$3,036,777	\$3,763,909	\$4,251,708	\$4,484,635	\$4,729,042	\$4,985,577	\$5,216,056	\$5,457,455
Arden Hills (24.9%)	\$756,157	\$937,213	\$1,058,675	\$1,116,674	\$1,177,531	\$1,241,409	\$1,298,798	\$1,358,906
North Oaks (14.4%)	\$437,296	\$542,003	\$612,246	\$645,787	\$680,982	\$717,923	\$751,112	\$785,874
Shoreview (60.7%)	\$1,843,324	\$2,284,693	\$2,580,787	\$2,722,174	\$2,870,529	\$3,026,245	\$3,166,146	\$3,312,675
Percentage Over Previous Year	n/a	23.94%	12.96%	5.48%	5.45%	5.42%	4.62%	4.63%

Hire Three Captains March 1, 2024 and Three Captains July 1, 2024

Current Operating Budget Only								
	2023	2024	2025	2026	2027	2028	2029	2030
Overall (100%)	\$3,036,777	\$3,209,688	\$3,370,172	\$3,538,681	\$3,715,615	\$3,901,396	\$4,096,466	\$4,301,289
Arden Hills (24.9%)	\$756,157	\$799,212	\$839,173	\$881,132	\$925,188	\$971,448	\$1,020,020	\$1,071,021
North Oaks (14.4%)	\$437,296	\$462,195	\$485,305	\$509,570	\$535,049	\$561,801	\$589,891	\$619,386
Shoreview (60.7%)	\$1,843,324	\$1,948,281	\$2,045,695	\$2,147,979	\$2,255,378	\$2,368,147	\$2,486,555	\$2,610,882
Percentage Over Previous Year	n/a	5.69%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%

Direct Costs Due To Captains								
	2023	2024	2025	2026	2027	2028	2029	2030
Wages	\$0	\$373,752	\$644,586	\$694,098	\$745,944	\$800,304	\$824,346	\$849,078
Employer Paid PERA	\$0	\$66,154	\$114,092	\$122,855	\$132,032	\$141,654	\$145,909	\$150,287
Other Benefits: Family Medical, Life-Dental Reimb, Work Comp, LTD, HAS, Clothing Allow, Medicare	\$0	\$100,160	\$105,168	\$110,426	\$115,948	\$121,745	\$127,832	\$134,224
Other Costs: Cell Phone, IT Services, etc.	\$0	\$14,155	\$17,690	\$18,575	\$19,503	\$20,478	\$21,502	\$22,577
Overall (100%)	\$0	\$554,221	\$881,536	\$945,954	\$1,013,427	\$1,084,181	\$1,119,590	\$1,156,166
Arden Hills (24.9%)	\$0	\$138,001	\$219,502	\$235,543	\$252,343	\$269,961	\$278,778	\$287,885
North Oaks (14.4%)	\$0	\$79,808	\$126,941	\$136,217	\$145,933	\$156,122	\$161,221	\$166,488
Shoreview (60.7%)	\$0	\$336,412	\$535,092	\$574,194	\$615,150	\$658,098	\$679,591	\$701,793

Overall Operating Budget w/ Captains								
	2023	2024	2025	2026	2027	2028	2029	2030
Overall (100%)	\$3,036,777	\$3,763,909	\$4,251,708	\$4,484,635	\$4,729,042	\$4,985,577	\$5,216,056	\$5,457,455
Arden Hills (24.9%)	\$756,157	\$937,213	\$1,058,675	\$1,116,674	\$1,177,531	\$1,241,409	\$1,298,798	\$1,358,906
North Oaks (14.4%)	\$437,296	\$542,003	\$612,246	\$645,787	\$680,982	\$717,923	\$751,112	\$785,874
Shoreview (60.7%)	\$1,843,324	\$2,284,693	\$2,580,787	\$2,722,174	\$2,870,529	\$3,026,245	\$3,166,146	\$3,312,675
Percentage Over Previous Year	n/a	23.94%	12.96%	5.48%	5.45%	5.42%	4.62%	4.63%

Capital Improvement Plan (No Headquarters)								
	2023	2024	2025	2026	2027	2028	2029	2030
Overall (100%)	\$159,700	\$2,066,614	\$1,287,911	\$1,028,501	\$1,131,300	\$849,000	\$1,150,700	\$393,000
Arden Hills (24.9%)	\$39,765	\$514,587	\$320,690	\$256,097	\$281,694	\$211,401	\$286,524	\$97,857
North Oaks (14.4%)	\$22,997	\$297,592	\$185,459	\$148,104	\$162,907	\$122,256	\$165,701	\$56,592
Shoreview (60.7%)	\$96,938	\$1,254,435	\$781,762	\$624,300	\$686,699	\$515,343	\$698,475	\$238,551

Overall Expenditures								
	2023	2024	2025	2026	2027	2028	2029	2030
Overall (100%)	\$159,700	\$2,066,614	\$1,287,911	\$1,028,501	\$1,131,300	\$849,000	\$1,150,700	\$393,000
Arden Hills (24.9%)	\$39,765	\$514,587	\$320,690	\$256,097	\$281,694	\$211,401	\$286,524	\$97,857
North Oaks (14.4%)	\$22,997	\$297,592	\$185,459	\$148,104	\$162,907	\$122,256	\$165,701	\$56,592
Shoreview (60.7%)	\$96,938	\$1,254,435	\$781,762	\$624,300	\$686,699	\$515,343	\$698,475	\$238,551

Hire Three Captains March 1, 2024 and Three Captains July 1, 2024

Current Operating Budget Only								
	2023	2024	2025	2026	2027	2028	2029	2030
Overall (100%)	\$3,036,777	\$3,209,688	\$3,370,172	\$3,538,681	\$3,715,615	\$3,901,396	\$4,096,466	\$4,301,289
Arden Hills (24.9%)	\$756,157	\$799,212	\$839,173	\$881,132	\$925,188	\$971,448	\$1,020,020	\$1,071,021
North Oaks (14.4%)	\$437,296	\$462,195	\$485,305	\$509,570	\$535,049	\$561,801	\$589,891	\$619,386
Shoreview (60.7%)	\$1,843,324	\$1,948,281	\$2,045,695	\$2,147,979	\$2,255,378	\$2,368,147	\$2,486,555	\$2,610,882
Percentage Over Previous Year	n/a	5.69%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%

Direct Costs Due To Captains								
	2023	2024	2025	2026	2027	2028	2029	2030
Wages	\$0	\$373,752	\$644,586	\$694,098	\$745,944	\$800,304	\$824,346	\$849,078
Employer Paid PERA	\$0	\$66,154	\$114,092	\$122,855	\$132,032	\$141,654	\$145,909	\$150,287
Other Benefits: Family Medical, Life-Dental Reimb, Work Comp, LTD, HAS, Clothing Allow, Medicare	\$0	\$100,160	\$105,168	\$110,426	\$115,948	\$121,745	\$127,832	\$134,224
Other Costs: Cell Phone, IT Services, etc.	\$0	\$14,155	\$17,690	\$18,575	\$19,503	\$20,478	\$21,502	\$22,577
Overall (100%)	\$0	\$554,221	\$881,536	\$945,954	\$1,013,427	\$1,084,181	\$1,119,590	\$1,156,166
Arden Hills (24.9%)	\$0	\$138,001	\$219,502	\$235,543	\$252,343	\$269,961	\$278,778	\$287,885
North Oaks (14.4%)	\$0	\$79,808	\$126,941	\$136,217	\$145,933	\$156,122	\$161,221	\$166,488
Shoreview (60.7%)	\$0	\$336,412	\$535,092	\$574,194	\$615,150	\$658,098	\$679,591	\$701,793

Overall Operating Budget w/ Captains								
	2023	2024	2025	2026	2027	2028	2029	2030
Overall (100%)	\$3,036,777	\$3,763,909	\$4,251,708	\$4,484,635	\$4,729,042	\$4,985,577	\$5,216,056	\$5,457,455
Arden Hills (24.9%)	\$756,157	\$937,213	\$1,058,675	\$1,116,674	\$1,177,531	\$1,241,409	\$1,298,798	\$1,358,906
North Oaks (14.4%)	\$437,296	\$542,003	\$612,246	\$645,787	\$680,982	\$717,923	\$751,112	\$785,874
Shoreview (60.7%)	\$1,843,324	\$2,284,693	\$2,580,787	\$2,722,174	\$2,870,529	\$3,026,245	\$3,166,146	\$3,312,675
Percentage Over Previous Year	n/a	23.94%	12.96%	5.48%	5.45%	5.42%	4.62%	4.63%

Capital Improvement Plan (No Headquarters)								
	2023	2024	2025	2026	2027	2028	2029	2030
Overall (100%)	\$159,700	\$1,991,200	\$1,247,100	\$1,028,501	\$1,131,300	\$849,000	\$1,150,700	\$393,000
Arden Hills (24.9%)	\$39,765	\$495,809	\$310,528	\$256,097	\$281,694	\$211,401	\$286,524	\$97,857
North Oaks (14.4%)	\$22,997	\$286,733	\$179,582	\$148,104	\$162,907	\$122,256	\$165,701	\$56,592
Shoreview (60.7%)	\$96,938	\$1,208,658	\$756,990	\$624,300	\$686,699	\$515,343	\$698,475	\$238,551

Headquarters Debt Service Guess (\$21M-\$6.4M=\$14.6M)								
	2023	2024	2025	2026	2027	2028	2029	2030
Overall (100%)	\$0	\$0	\$575,000	\$1,150,000	\$1,150,000	\$1,150,000	\$1,150,000	\$1,150,000
Arden Hills (24.9%)	\$0	\$0	\$143,175	\$286,350	\$286,350	\$286,350	\$286,350	\$286,350
North Oaks (14.4%)	\$0	\$0	\$82,800	\$165,600	\$165,600	\$165,600	\$165,600	\$165,600
Shoreview (60.7%)	\$0	\$0	\$349,025	\$698,050	\$698,050	\$698,050	\$698,050	\$698,050

Overall Expenditures								
	2023	2024	2025	2026	2027	2028	2029	2030
Overall (100%)	\$3,196,477	\$5,755,109	\$6,073,808	\$6,663,136	\$7,010,342	\$6,984,577	\$7,516,756	\$7,000,455
Arden Hills (24.9%)	\$795,923	\$1,433,022	\$1,512,378	\$1,659,121	\$1,745,575	\$1,739,160	\$1,871,672	\$1,743,113
North Oaks (14.4%)	\$460,293	\$828,736	\$874,628	\$959,492	\$1,009,489	\$1,005,779	\$1,082,413	\$1,008,066
Shoreview (60.7%)	\$1,940,262	\$3,493,351	\$3,686,802	\$4,044,524	\$4,255,278	\$4,239,638	\$4,562,671	\$4,249,276

LAKE JOHANNA FIRE DEPARTMENT 2024 Capital Budget

Printed 6/21/2023

Formulas
Enter data

Ladder (1996)
 Tahoe (2017)
 Rescue (2014)
 Engine (2008)
 Rescue (2017)
 Tahoe (2019)
 Engine (L143)
 Rescue (New)
Tahoe (2019)
Tanker (2001)

Line	General Equipment	2024	2025	2026	2027	2028	2029	2030
1	Engine/Ladder Replacement	1,844,000			960,000		1,060,000	
2	Rescue Replacement			300,000		330,000		363,000
3	Tahoe/Command Replacement		100,000		105,000			
4	Tanker/Utility Replacement					400,000		
5	SCBA Replacement			720,000				
6	Tire replacement	8,000	8,500	8,500	9,000	9,000	9,500	9,500
7	Computer Replacement	5,000	11,200		3,000			20,500
8	Mobile Tablet Replacement	58,500					81,200	
9	Network Access Devices (all Stations)		2,400		8,000			
10	Fire Hose 1-3/4" and 4" hydrant							
11	800MHz Radio Optimization				4,300			
12	Hydro Test of SCBA Bottles 122 x\$26	5,500						
13	Graphics (1999 Utility & 2007 Ladder)							
14	Thermal Imaging Camera							
15	Medical Supplies/Bags							
16	Rehab Equipment							
17	Gas Monitors (CO)							
18	Hydraulic Rescue Tool (New Apparatus)	14,000			42,000			
19	Lifting Air Bags Replacement							
20	Second Set Of Gear							
21	Portable Monitor/Nozzle	7,000						
22	New Ladder Equipment	24,000						
23	2007 Utility Center Console	2,000						
24	Lexipol - Policy Manual	27,914	10,811					
25	Set of Irons	3,500						
Totals		\$ 1,999,414	\$ 132,911	\$ 1,028,500	\$ 1,131,300	\$ 849,000	\$ 1,150,700	\$ 393,000

Cities' Share of Capital Budget

Arden Hills	24.9%	\$ 497,854	\$ 33,095	\$ 256,097	\$ 281,694	\$ 211,401	\$ 286,524	\$ 97,857
North Oaks	14.4%	\$ 287,916	\$ 19,139	\$ 148,104	\$ 162,907	\$ 122,256	\$ 165,701	\$ 56,592
Shoreview	60.7%	\$ 1,213,644	\$ 80,677	\$ 624,300	\$ 686,699	\$ 515,343	\$ 698,475	\$ 238,551
Total	100.0%	\$ 1,999,414	\$ 132,911	\$ 1,028,501	\$ 1,131,300	\$ 849,000	\$ 1,150,700	\$ 393,000

LAKE JOHANNA FIRE DEPARTMENT 2024 Capital Budget

Printed 6/21/2023

Station 120	2024	2025	2026	2027	2028	2029	2030
1 Interior Painting							
2 Exterior Concrete repairs							
3 Landscaping/Rock							
4 Commercial Stove/Oven							
5 BBQ Grill							
6 Station Security; Access & Cameras							
7 Gutters & Gutter Guards - NE Corner	\$ 20,000						
8 Exterior Lighting to LED							
9 Bottle Filler Drinking Fountain	\$ 2,500						
10 Station Air Compressor							
Station 2, Total	\$ 22,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Station 130	2024	2025	2026	2027	2028	2029	2030
1 BBQ Grill							
2 Stucco Redashing		\$ 50,000					
3 Upgrade space for FF Staffing Step #1	\$ 40,000						
4 Remodel/Addition for 24/7 Staffing- Step #2		\$ 1,000,000					
5 Ice Machine							
6 Station Security; Access & Cameras							
7 Exterior Lighting to LED							
8 Bottle Filler Drinking Fountain	\$ 3,000						
9 EV Charging Infrastructure		\$ 30,000					
10 Conference Room A/V Upgrade	\$ 1,200						
Station 3, Total	\$ 44,200	\$ 1,080,000	\$ -	\$ -	\$ -	\$ -	\$ -
Station 140	2024	2025	2026	2027	2028	2029	2030
1 Interior painting							
2 BBQ Grill							
3 Station Security; Access & Cameras							
4 Roof		\$ 75,000					
5 Retaining Wall Repair							
6 Bottle Filler Drinking Fountain	\$ 2,500						
7 Garage door thresholds							
Station 4, Total	\$ 2,500	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -
Total Stations	\$ 69,200	\$ 1,155,000	\$ -	\$ -	\$ -	\$ -	\$ -
Total Station Cost by City	2024	2025	2026	2027	2028	2029	2030
Arden Hills	24.9%	\$ 17,231	\$ 287,595	\$ -	\$ -	\$ -	\$ -
North Oaks	14.4%	9,965	166,320	-	-	-	-
Shoreview	60.7%	42,004	701,085	-	-	-	-
Total		\$ 69,200	\$ 1,155,000	\$ -	\$ -	\$ -	\$ -

LAKE JOHANNA FIRE DEPARTMENT 2024 Capital Budget

Printed 6/21/2023

	2024	2025	2026	2027	2028	2029	2030
<u>From General Equipment</u>							
Arden Hills	\$ 497,854	\$ 33,095	\$ 256,097	\$ 281,694	\$ 211,401	\$ 286,524	\$ 97,857
North Oaks	\$ 287,916	\$ 19,139	\$ 148,104	\$ 162,907	\$ 122,256	\$ 165,701	\$ 56,592
Shoreview	\$1,213,644	\$ 80,677	\$ 624,300	\$ 686,699	\$ 515,343	\$ 698,475	\$238,551

	2024	2025	2026	2027	2028	2029	2030
<u>From Station Capital</u>							
Arden Hills	\$ 17,231	\$ 287,595	\$ -	\$ -	\$ -	\$ -	\$ -
North Oaks	\$ 9,965	\$ 166,320	\$ -	\$ -	\$ -	\$ -	\$ -
Shoreview	\$ 42,004	\$ 701,085	\$ -	\$ -	\$ -	\$ -	\$ -

	2024	2025	2026	2027	2028	2029	2030
<u>Reimbursements/Credits</u>							
Arden Hills	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
North Oaks	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Shoreview	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

	2024	2025	2026	2027	2028	2029	2030
Overall Capital Budget							
<i>(Sum of General Equipment , Stations and Reimbursement/Credit)</i>							
Arden Hills	\$ 515,085	\$ 320,690	\$ 256,097	\$ 281,694	\$ 211,401	\$ 286,524	\$ 97,857
North Oaks	\$ 297,881	\$ 185,459	\$ 148,104	\$ 162,907	\$ 122,256	\$ 165,701	\$ 56,592
Shoreview	\$1,255,648	\$ 781,762	\$ 624,300	\$ 686,699	\$ 515,343	\$ 698,475	\$238,551
	\$2,068,614	\$1,287,911	\$ 1,028,501	\$1,131,300	\$ 849,000	\$1,150,700	\$393,000

June Month in Review

June 2023



Rehder Forestry Consulting

- We are in the high oak wilt season. Pruning of oak trees should stop at this time. We will be getting notices out through social media outlets. According to the U of M Extension Service, it is NOT OK to prune oaks as of April, 15th, 2023.
- We are also keeping an eye out for site obstructions and trees of concern along street edges and have sent out notices with regards to Operation Clearview.
- Emerald Ash Borer inspections are in full swing. We have identified over 100 infested ash trees in June and marked the trees and notified the landowners. We have hired a tree inspector (a 3rd year biology major) to help with inspections. He has completed the Certified Tree Inspector program as recommended by the State and will be helping out throughout the summer and fall months. Notices for diseased ash tree removal are going out to residents with marked trees.
- We have provided copies to City Hall and NOHOA of the spreadsheets we use to document diseased trees so that they are available to staff as needed.
- Homeowner calls at 30 Deer Hills, 1 Sunset, 12 Spring Marsh Ln, 4 Hawk, 14 North Oaks Rd, 4 Island, 3 E Pleasant Lake Rd, 32 Crescent Ln, 3 Raccoon Rd, 40 N. Mallard, 29 Island, 4 Duck Pass. We try to educate and inform residents and provide unbiased tree recommendations.
- The Untired States Forest Service (USFS) requested, and was granted permission, by the HOA to see how effective an oak wilt suppression program can be in preserving tree canopies. The scientists were generally impressed at the health of the forest in an urban environment.
- Met with City Staff, North Oaks Company, NOHOA, and representatives from Tree Trust to discuss the Emerald Ash Borer issue moving forward.
- We are working closely with the HOA to prioritize, mark, and remove dead/dying ash along trails and other areas that could pose safety issues.