



CITY OF NORTH OAKS

Regular Planning Commission Meeting
Thursday, August 05, 2021
7 PM, Via Teleconference or Other Electronic Means Only
MEETING AGENDA

Remote Access - *Planning Commission members will participate by telephone or other electronic means pursuant to Minn. Stat. §13D.021. 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: 823 0778 8687 or by joining the meeting via the following link: <https://us02web.zoom.us/j/82307788687>. Individuals wishing to monitor the meeting remotely may do so in real time by watching the livestream of the meeting on North Oaks Channel 16 and on the City's website.*

1. Call To Order

2. Roll Call

3. Pledge

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

5. Approval of Agenda

6. Approval of Previous Month's Minutes

6a. Approval of Planning Commission Meeting minutes of June 24, 2021
[Planning Commission Minutes 06.24.21.pdf](#)

7. Business Action Items

6a. Public Hearing - review of 12 Cherrywood Circle - CUP for Fill Grading and Excess Garage Space of 1,500.

Discussion and possible action on CUP.

[12 CHerrywood Circle.pdf](#)

[CUP - Cover Letter.pdf](#)

[A201 - First Floor Plan.pdf](#)

[grading_diagrams.pdf](#)

[renderings.pdf](#)

[Staff report 12 Cherrywood fill cupkk.pdf](#)

[Staff report 12 Cherrywood- Garage CUPkk.pdf](#)

6b.Public Hearing - Review of CUP for 2 Lost Rock - Fill in excess of 100 cubic yards. Discussion and possible action on CUP.

[2 Lost Rock application.pdf](#)

[Staff report 2 lost rock fill cupkk.pdf](#)

6c.Discussion and possible action on application for 12 Swallow Lane - Septic Variance

[12 Swallow Lane - Septic Variance Materials.pdf](#)

[Variance PC 12 Swallow Lane \(002\).pdf](#)

8. Commissioner Report(s)

9. Adjourn

**North Oaks Planning Commission
Meeting Minutes
City of North Oaks Community Meeting Room and Via Teleconference
June 24, 2021**

CALL TO ORDER

Chair Azman called the meeting of June 24, 2021, to order at 7:03 p.m.

Pursuant to Minnesota Statute 13D.021, the meeting was conducted via Zoom, with Chair Azman and Administrator Kress present in the Council Chambers.

ROLL CALL

Present: Chair Mark Azman, Commissioners Anne Conroy, David Cremons, Stig Hauge, Grover Sayre III (joined at 7:05 p.m.) Joyce Yoshimura-Rank.

Absent: Nick Sandell

Staff Present: Administrator Kevin Kress, City Engineer Tim Korby, City Attorney Jim Thomson.

Others: City Councilor Jim Hara joined at 7:20 p.m.

A quorum was declared present.

PLEDGE OF ALLEGIANCE

Chair Azman led the Pledge of Allegiance.

CITIZEN COMMENTS

There were no citizen comments.

APPROVAL OF AGENDA

MOTION by Yoshimura-Rank, seconded by Hauge, to approve the agenda. Motion carried unanimously by roll call.

APPROVAL OF PREVIOUS MONTH'S MINUTES

a. Approval of April 29, 2021 Planning Commission Meeting Minutes

Commissioner Cremons asked about the outcome on the meeting minutes conversation. Administrator Kress clarified that city staff would be taking minutes going forward, and that they would be minimized. The only exception would be for meetings that have to do with larger public hearings for new developments or other controversial issues. In those cases, Timesavers would be utilized.

MOTION by Cremons, seconded by Yoshimura-Rank to approve the agenda. Motion carried unanimously by roll call.

BUSINESS ACTION ITEMS

a. Public Hearing Conditional Use Permit for a home in excess of 35 feet in height for property located at 16 Cherrywood Circle.

Chair Azman opened the public hearing at 7:08 p.m. and read the notice posted in the newspaper. He asked Attorney Jim Thomson to give an overview of the planning commission's obligations when making a recommendation on Conditional Use Permits, and the standard of law or decision that the Commission will apply.

Thomson explained that land uses fall within one of three categories: Permitted meaning they are allowed as a matter of right and there is no approval required; Conditional Uses, which are uses allowed under the code but subject to certain conditions; and Variances, which are requests made by an applicant that are not allowed within the code. In the case set forth at the meeting, Commissioners must look at whether the applicant has met the conditions as outlined within the code to determine if the Conditional Use Permit may be granted.

Administrator Kress provided a staff report. He gave an overview of the six conditions as outlined by the city code, Section 151.050(D)(7) of the Zoning Ordinance, and noted that the plans for the home at 16 Cherrywood Circle meets all the conditions. Based on the review, City Staff recommended approval of the requested Conditional Use Permit subject to the following conditions:

1. The home shall be constructed in accordance to plan sets received 5/27/21
2. The proposed home shall meet all required setbacks and other zoning standards prior to the issuance of a building permit.
3. Plans shall be approved by the Building Official prior to the beginning of construction.
4. Any outstanding fees shall be paid prior to the issuance of a building permit.
5. Comments of other City Staff.

City Engineer Korby said he has visited the site and agrees with all recommendations by the City Staff.

Jennifer Otto, Architectural Designer from Gonyea Homes spoke on behalf of the applicant. She expressed appreciation for consideration. She noted that the house plans have also been reviewed and approved by the Architectural Supervisory Committee with the North Oaks Homeowners Association.

Commissioner Yoshimura-Rank asked what the square footage and FAR is on the home. Otto said that the house is well within the FAR requirement. The home is 4300 square feet on a lot of approximately 2.3 acres.

Commissioner Cremons asked about the need for additional height based on ceiling height expectations for high end homes. He noted that the elevation difference appeared to be related to the central peak, which did not seem necessary to maintain ceiling height. Otto clarified that the

central peak is not the highest building elevation for the house, and that it does not exceed the front to back pitch which is indicative of the overall building height. When taller ceiling heights are combined with thicker floor systems, floor tresses are often put in in order to pass HVAC systems through the floor system so drop ceilings are not necessary in lower levels. That in combination with walk-out conditions make it difficult to meet the 35 foot threshold at the walk-out inside elevations.

Commissioner Sayre asked if the driver in this case is that the lot slopes a bit. Otto confirmed that that is the main driving force with this particular building height.

MOTION by Sayre, seconded by Yoshimura-Rank, to open the public hearing/public comment portion at 7:30 p.m. Motion carried unanimously by roll call.

There were no public comments.

MOTION by Yoshimura-Rank, seconded by Cremons, to close the public hearing/public comment time at 7:32 p.m. Motion carried unanimously by roll call.

b. Discussion and possible action on Conditional Use Permit for property located at 16 Cherrywood Circle.

Commissioner Cremons asked Attorney Thomson for clarification on whether the Commission has any discretion to reject a Conditional Use Permit application unless one of the factual findings in the staff report is wrong. Thomson agreed that in this particular case, where the criteria are objective and straightforward to determine, there is not much discretion left to the Planning Commission with respect to its recommendation.

Commissioner Cremons commented that adherence to the codes is important, and making exceptions may lead people to citing exceptions as a new set of rules. He noted that it does not apply in this case because the applicant has met the criteria, but generally cautioned that the Planning Commission should watch out for letting height requirements slide upward in the future.

Commissioner Yoshimura-Rank commented that although there was a note made in the application that the variation to the ordinance will go virtually unnoticed due to the heavily wooded nature in the back of the home, there is never a guarantee that homeowners will maintain a wooded lot. She expressed concern about using that type of reasoning when considering applications such as these.

Administrator Kress noted that homeowners do need to comply with NOHOA's new policy around tree removals, which would prevent clearcutting in such circumstances. Kress noted that in this instance, the reference to tree coverage was actually intended to indicate that there will be less light pollution noise because of the size of the trees surrounding the property.

MOTION by Sayre, seconded by Conroy to approve the Conditional Use Permit application for 16 Cherrywood Circle with conditions as listed by City Staff. Motion carried unanimously by roll call.

Chair Azman noted that the recommendation will go before the Council at their next meeting on July 8, 2021.

COMMISSIONER REPORTS

There were no reports.

Chair Azman noted that the next meeting of the Planning Commission will be on July 29, 2021.

Commissioner Cremons asked about when and under what conditions will the Commission begin meeting at city hall. Administrator Kress said that City Council had discussed that they will wait until the State of Minnesota lifts the emergency order. Until that point, the Commission will continue to meet in a hybrid meeting.

Chair Azman asked what the Commission’s thoughts are about meeting in person. He noted that he would like to see the meetings happen in person again as soon as possible. Commissioner Cremons, Sayre and Yoshimura-Rank agreed. Administrator Kress said he would mention it to City Council at their July meeting to see if their perspective had changed.

ADJOURN

MOTION by Yoshimura-Rank, seconded by Hauge, to adjourn the Planning Commission meeting at 7:45 p.m. Motion carried unanimously by roll call.

Kevin Kress, City Administrator

Mark Azman, Chair

Date approved_____

No. 21-10

**CITY OF NORTH OAKS, MINNESOTA
APPLICATION FOR CUP, VARIANCE, APPEAL, AMENDMENT, PLAN REVIEW**

Location of Property: (address) 12 Cherrywood Circle

Legal Description of Property: Tract F RLS 629

Fee Owner: Michael Hara 3217 36th Ave. NE
Name Address

Minneapolis MN 55418 651-260-8976
City State Zip Contact Number/s

Signature of Fee Owner: Michael Hara Date 06/29/2021

Applicant: Same as above
(if different from owner) Name Address

City State Zip Contact Numbers/s

Signature of Applicant: _____ Date _____

Type of Request: *(Please circle correct request)*

CONDITIONAL USE PERMIT (as provided for in Chapter 151.076 of Code of Ordinances)

VARIANCE

APPEAL

AMENDMENT

BUILDING / SITE PLAN REVIEW

OTHER

Please attach **fifteen (15)** copies of detailed written and graphic material fully explaining the proposed request and include the reason for the request, present zoning classification and existing use of the property.

(For office use)

Application received with \$450 fee on 6/30/2021 Check# cc 1940 Amt# 450-00

Date for review of completeness fifteen (15) business days from initial receipt 7/23/2021

* If application is deemed incomplete, **written** notice must be sent to the applicant by above date stating the items that need to be submitted for the application to be deemed complete.

Deadline for action sixty (60) days from initial receipt _____

Extended deadline

** City may extend the review period by up to sixty days from the end of deadline for action only if applicant is notified in writing prior to the end of the initial sixty (60) day review period. The deadline may be extended beyond sixty days with applicant's approval.

Conditional Use or Amendment request - Public Hearing date 7/29/2021

Planning Commission action:

Approval or disapproval on _____ with conditions _____

City Council Action:

Approval or disapproval on _____ with conditions _____

Variance, Appeal, Building/Site Plan Review, Other

Action of Board of Adjustment and Appeals:

Approval or disapproval on _____

Bond Required _____

Bond Received on _____

CITY REIMBURSEMENT POLICY

In connection with your request and submittal of material to be reviewed by the City of North Oaks, please be informed that if the City incurs any additional expense in the course of this application review beyond the normal processing fee, the cost will be assessed to the applicant. As authorized in Chapter 151.083 of the Ordinance Code, an applicant will be responsible for full reimbursement of incurred costs to the City of North Oaks. (A copy of this section of the Ordinance is available upon request.)

Your initial application fee of \$450.00 covers the processing of a typical zoning action. A typical process for reviewing a zoning action may include some or all of the following: City employee help in explaining the application process, City employee receipt of completed application and proper scheduling on appropriate agenda, one legal notice for a public hearing (if applicable), written notice to abutting property owners (if applicable) generation of a staff report, presentation of the staff report to the Planning Commission and presentation of the staff report and Planning Commission recommendation to the City Council.

If the scope of your application goes beyond a typical review process, you will be asked for an additional escrow deposit. At that time, you will be advised of the additional review necessary to complete your zoning action request and the potential cost for completing said review. You will be provided written documentation for your acknowledgement that outlines the above two items.

An applicant will be allowed to remove their request at any time during said further review process. Any remaining escrow deposit that is not needed to pay incurred costs to the date of application removal will be refunded to the applicant within sixty days.

I acknowledge that I have read and fully understand the above statements.

Applicant's Signature

Date

CITY OF NORTH OAKS
NOTICE OF PUBLIC HEARING
AND OF MEETING OF NORTH OAKS PLANNING COMMISSION
TO BE CONDUCTED BY TELEPHONE OR OTHER ELECTRONIC MEANS
PURSUANT TO MINN. STAT. § 13D.021

NOTICE IS HEREBY GIVEN that the Planning Commission of the City of North Oaks will hold a Planning Commission meeting on Thursday, July 29, 2021, at 7:00 p.m. which will include PUBLIC HEARINGS on the applications for conditional use permits for the properties located at 2 LOST ROCK LANE and 12 CHERRYWOOD CIRCLE. Due to the existing state declaration of emergency and COVID-19 health pandemic, and in accordance with the existing City of North Oaks Emergency Declaration previously adopted by the City Council and the provisions of Minn. Stat. Sec. 13D.021, the meeting, which would normally be held in the Community Room, 100 Village Center Drive, North Oaks, MN, will be held by telephone or other electronic means with only the Chair and/or the City Administrator present in the council chambers. The Chair and City Administrator have determined that an in-person meeting of the full Planning Commission is not practical or prudent, and it has further been determined that attendance by more than five members of the public or other members of the Planning Commission, or the chief administrative officer at the regular meeting location is not feasible. Therefore, members of the Planning Commission and staff will be participating in the meeting by telephone or other electronic means. The purpose of the meeting on Thursday, July 29 is to hold a public hearing on a Conditional Use Permit FOR FILLING ACTIVITIES AT THE PROPERTY LOCATED AT 2 LOST ROCK LANE pursuant to City Code Sections 151.027, and 151.076 and potential Planning Commission action regarding recommendation to the City Council of approval or denial of the application. Additionally, a public hearing on a Conditional Use Permit FOR FILLING ACTIVITIES AND A GARAGE IN EXCESS OF 1,500 SQUARE FEET FOR THE PROPERTY LOCATED AT 12 CHERRYWOOD CIRCLE pursuant to City Code Sections 151.027, and 150.050(D)(9) of the Zoning Ordinance and potential Planning Commission action regarding recommendation to the City Council of approval or denial of the application.

**HOW YOU CAN PARTICIPATE IN THE MEETING/MAKE A
PRESENTATION DURING THE PUBLIC HEARING**

City Offices are currently open limited hours due to the COVID-19 Pandemic and public meetings are being held via telephone or other electronic means. Those wishing to monitor the meeting remotely or submit public comment/ make a presentation as part of the public hearing may do so as follows:

1. Submit written public comment by emailing the City Administrator, Kevin Kress at kkress@northoaksmn.gov by July 26 at 4:00 p.m.

Individuals wishing to provide public comment/make a presentation during the public hearing at the July 29, 2021 meeting may do so by calling the following Zoom meeting

teleconference/videoconference number: 1-312-626-6799, then enter Webinar ID: 835 3525 7570.

2. Individuals may also provide public comment/make a presentation during the public hearing at the July 29, 2021 meeting by attending the meeting remotely at the following link: <https://us02web.zoom.us/j/83535257570>.

3. Individuals wishing to monitor the meeting remotely may do so in real time by watching the livestream of the meeting on North Oaks Channel 16 and on the City's website.

4. Individuals may provide public comment/make a presentation at the Community Room, 100 Village Center Drive, North Oaks, MN, during the public hearing. Presentations will be made via Zoom in the Community Room to the Planning Commission, whose members will be meeting electronically via Zoom as noticed above with one or more member present in the Community Room unless unfeasible due to the health pandemic or emergency declaration. Current social distancing recommendations and CDC and MDH guidelines for small gatherings will be implemented, which will limit the number of individuals allowed inside the Community Room during the meeting. The City reserves the right to establish and enforce the appropriate occupancy limit for the Community Room.

Questions regarding the meeting, including about remote participation opportunities, should be directed to City Administrator Kevin Kress at 651-792-7750.

Published one time in the Shoreview Press on July 6, 2021.

Deb Breen

From: Michael Hara <michael.j.hara@gmail.com>
Sent: Thursday, July 8, 2021 8:45 AM
To: Kevin Kress
Cc: Deb Breen; Lauren Kavan
Subject: Re: [City of North Oaks, MN] Planning Commission - Garage in excess of 1500 SF (Sent by Michael Hara, michael.j.hara@gmail.com)
Attachments: renderings.pdf; grading_diagrams.pdf; A201 - First Floor Plan.pdf

Caution: This email originated outside our organization; please use caution.

Kevin -

Following up with some supporting documentation for the Conditional Use Permit. The CUP will be for two things:

1. Garage in excess of 1,500 SF
2. Grading outside of 25' / filling on site.

I've attached a floor plan, site plans, some explanatory diagrams around the grading, and house renderings to show the garage in context of the project.

Let me know if you have any questions or what else I may want to include. Thanks-

Mike

On Tue, Jun 29, 2021 at 8:56 PM Michael Hara <michael.j.hara@gmail.com> wrote:
Kevin -

I have decided to go for the CUP. In addition to the garage easement I may need to bring in some fill to deal with the drainage issue and make the driveway work. I'll include both of these asks on the CUP.

I have attached the application, but have not yet attached any drawings as of yet because some are not complete. How long would I have before I need to submit these drawings for the planning commission meeting?

I would also like to provide a credit card if possible for the CUP application in lieu of a check so I can do so remotely to save a trip. Let me know if this is possible.

Thanks-
Mike Hara

On Tue, Jun 29, 2021 at 12:38 PM Kevin Kress <KKress@northoaksmn.gov> wrote:

Michael,

Unless you make the garage or workshop smaller than 1,500 square feet you will need a CUP. You may also need a CUP for land reclamation if you are excavating or filling more than 10 cubic yards of soil. The paper deadline is tomorrow. If you plan to do any of the following you will need to complete a CUP application (and return today or

Deb Breen

From: Michael Hara <michael.j.hara@gmail.com>
Sent: Tuesday, June 29, 2021 8:56 PM
To: Kevin Kress
Cc: Deb Breen; Lauren Kavan
Subject: Re: [City of North Oaks, MN] Planning Commission - Garage in excess of 1500 SF (Sent by Michael Hara, michael.j.hara@gmail.com)
Attachments: cup_-_variance_application.pdf

Caution: This email originated outside our organization; please use caution.

Kevin -

I have decided to go for the CUP. In addition to the garage easement I may need to bring in some fill to deal with the drainage issue and make the driveway work. I'll include both of these asks on the CUP.

I have attached the application, but have not yet attached any drawings as of yet because some are not complete. How long would I have before I need to submit these drawings for the planning commission meeting?

I would also like to provide a credit card if possible for the CUP application in lieu of a check so I can do so remotely to save a trip. Let me know if this is possible.

Thanks-
Mike Hara

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Michael,

Unless you make the garage or workshop smaller than 1,500 square feet you will need a CUP. You may also need a CUP for land reclamation if you are excavating or filling more than 10 cubic yards of soil. The paper deadline is tomorrow. If you plan to do any of the following you will need to complete a CUP application (and return today or early tomorrow morning) and follow all applicable ordinances. The Planning Commission would then review in July followed by the Council in August. Alternatively, you could build the home with attached garage and wait for the CUP approval for the workshop as described. Let me know if you have further questions.

Thanks,

Kevin Kress

City of North Oaks

City Administrator



100 Village Center

North Oaks, MN 55127

651-792-7750

From: Michael Hara <michael.i.hara@gmail.com>

Sent: Tuesday, June 29, 2021 10:56 AM

To: Kevin Kress <KKress@northoaksmn.gov>

Subject: Re: [City of North Oaks, MN] Planning Commission - Garage in excess of 1500 SF (Sent by Michael Hara, michael.i.hara@gmail.com)

Caution: This email originated outside our organization; please use caution.

Kevin,

I've attached the floor plans and a preliminary site plan. The site plan will change slightly (mostly just the driveway moving slightly because of poor septic conditions where I anticipated putting a field and trying to improve the drainage around the sunken pocket in front of the house), but the house structure should be all there.

I have all of this in a 3D model so I did the calcs on FAR for you. Here is what I have:

1st Floor: 4,570 GSF

Basement: 2,060 GSF. Of this only 1,150 is actual occupied space / a walk out, the rest is completely underground / unfinished. The worksheet didn't

Accessory Structure (an outdoor office / studio space): 440 GSF





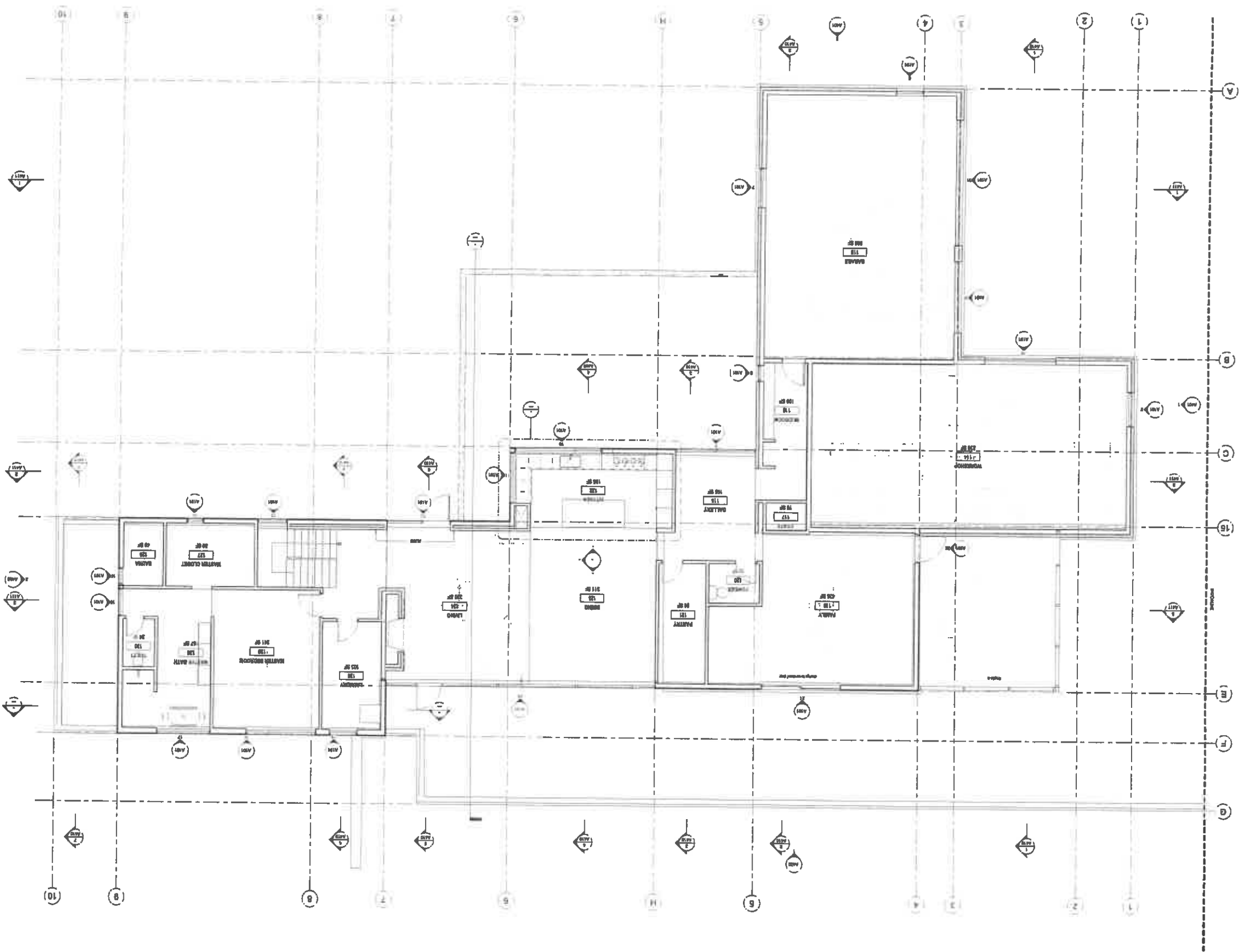












A201

FIRST FLOOR
PLAN

STUDIO HARA
Architect: Michael Hara
michael.hara@studiohara.com
501.280.5970

CHERRYWOOD HOUSE
12 Cherrywood Circle
North Oaks, MN 55127

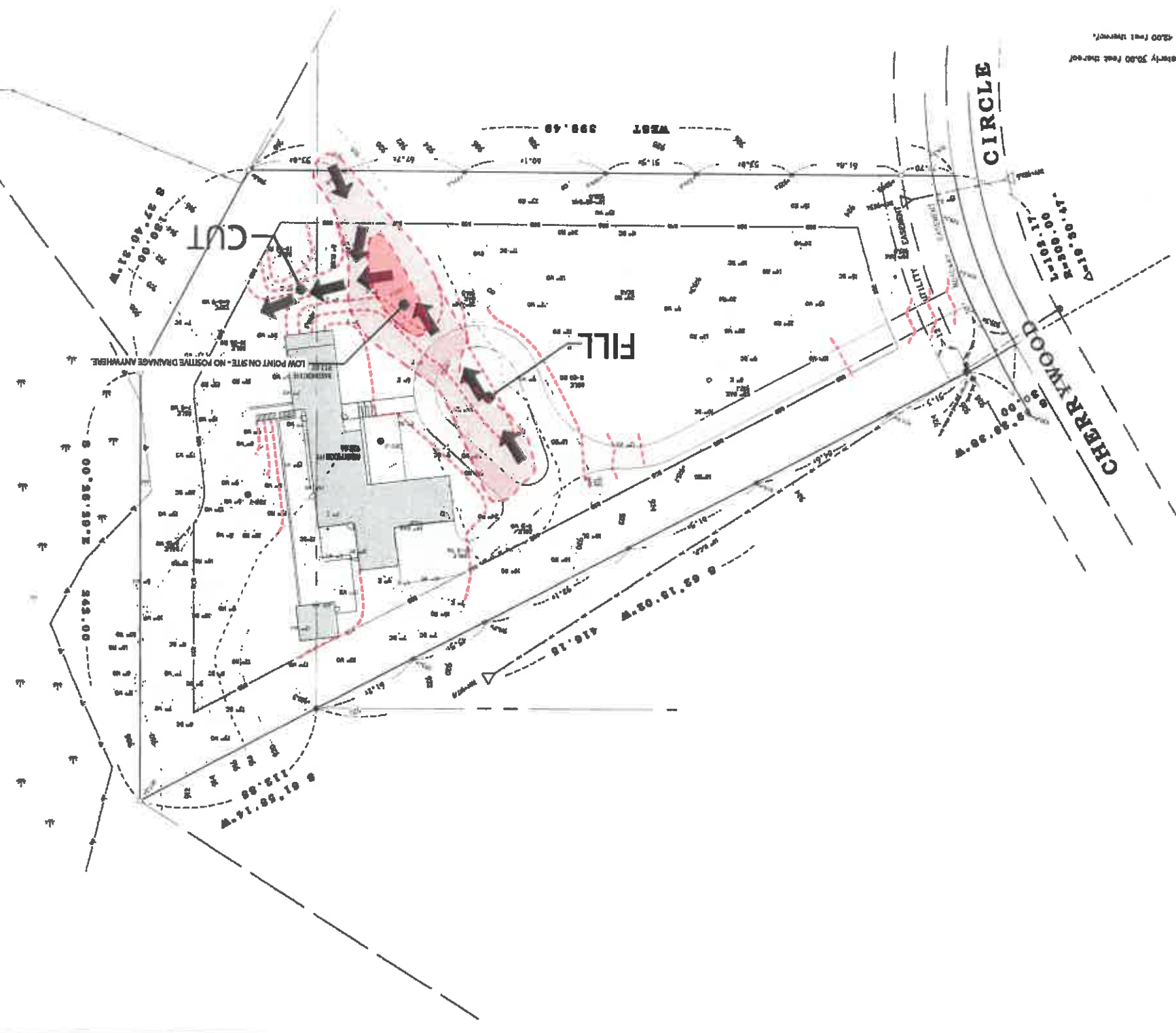
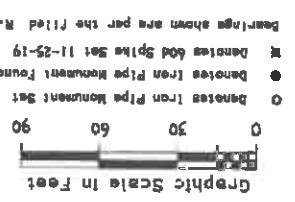
STUDIO HARA
ARCHITECTURE + DESIGN

SITE INFORMATION:
 Tract F,
 REGISTERED LAND SURVEY NO. 629,
 Ramsey County, Minnesota.
 Address: #12 Cherrywood Circle
 Red River, Minnesota 55075

LEGAL DESCRIPTION:
 Red Parcel #12 Cherrywood Circle

EXHIBITS:
 An easement, for purposes of a roadway for ingress and egress, over the easterly 50.00 feet thereof and being adjacent to Tract M, REGISTERED LAND SURVEY NO. 629,
 and being adjacent to the easterly 1500 feet of the westerly 4500 feet thereof.

- LEGEND**
- = EXISTING STRIPINGS
 - = 30' BUILDING SETBACK LINE
 - = EDGE WET LAND AS DETERMINED BY KOLBACH ENVIRONMENTAL SERVICES
 - = 2' CONTOUR LINE
 - = SPOT ELEVATION
 - = APPROXIMATE LOCATION OF SOIL BORING BY ROGER JOHNSON, RPCA #34 IN 2008
 - = SIGNIFICANT TREE LOCATION - RED-BELLIED WOODPECKER
 - = SIGNIFICANT TREE LOCATION - ROYAL OAK
 - = SIGNIFICANT TREE LOCATION - RED-OAK
 - = SIGNIFICANT TREE LOCATION - WHITE OAK
 - = SIGNIFICANT TREE LOCATION - BLACK CHERRY
 - = SIGNIFICANT TREE LOCATION - BIRCH
 - = SIGNIFICANT TREE LOCATION - ASH
 - = SIGNIFICANT TREE LOCATION - MAPLE



KURTZ SURVEYING, INC.
 4808 JAYHURST DR. N.W.
 CONVERSE, MINNESOTA 55002
 PH: 763-750-9700 FAX: 763-750-9700
 E-MAIL: INFO@KURTZSURVEYING.COM

DATE: November 27, 2019
PROJECT: RED FOREST WAY PHASE 2B
SHEET 1 OF 3 SHEETS

BOUNDARY TOPOGRAPHY SURVEY OF TRACT F

SURVEY UPDATE FOR:
MICHAEL HARA
 ON: REGISTERED LAND SURVEY NO. 629
 RAMSEY COUNTY, MINNESOTA
 ADDRESS: #12 CHERRYWOOD CIRCLE

TRACT F, REGISTERED LAND SURVEY NO. 629
 RAMSEY COUNTY, MINNESOTA
 ADDRESS: #12 CHERRYWOOD CIRCLE

I, **David Kurtz**, State of Minnesota Licensed Professional Surveyor, No. 02059, do hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly Licensed Professional Surveyor in the State of Minnesota.

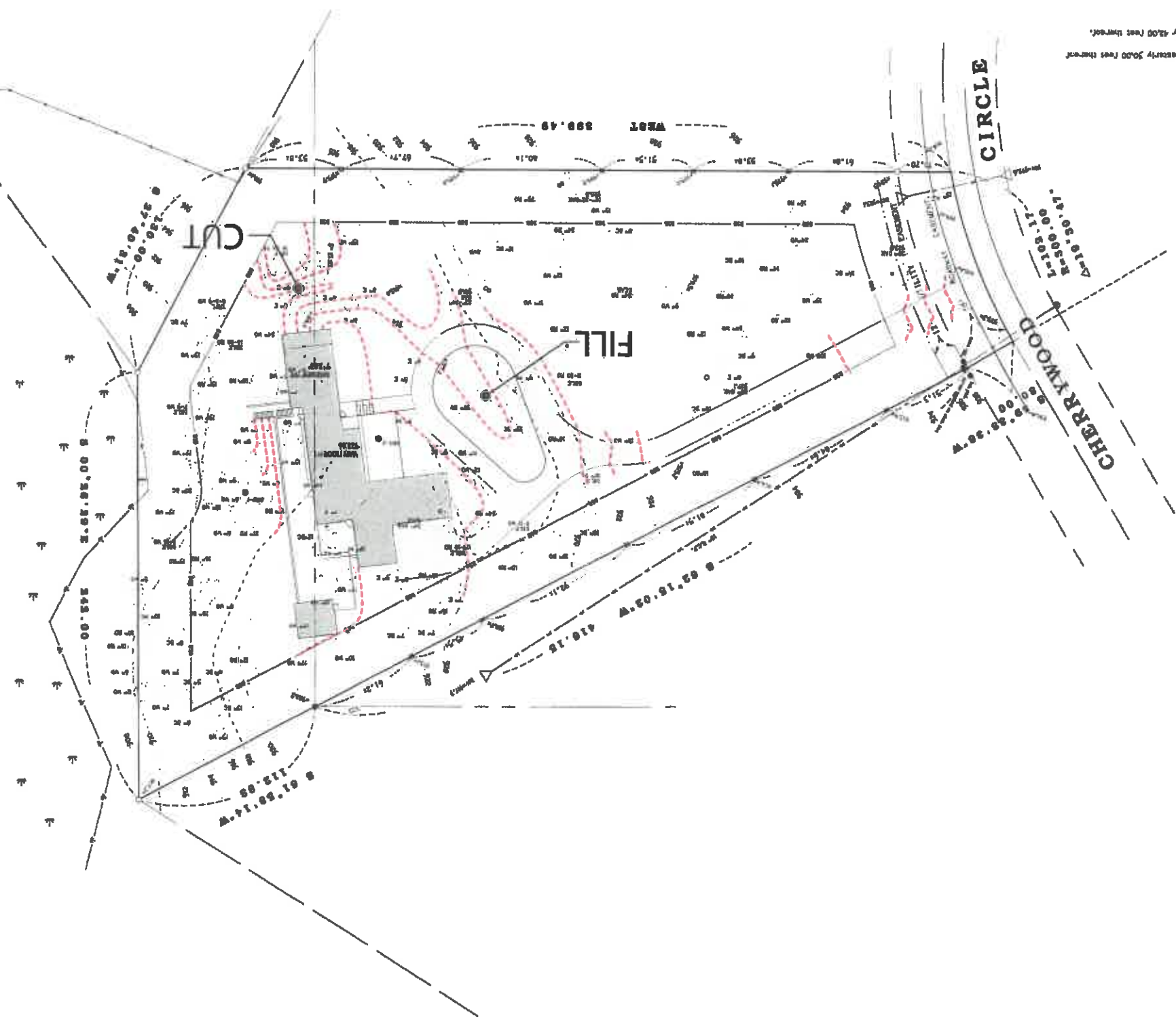
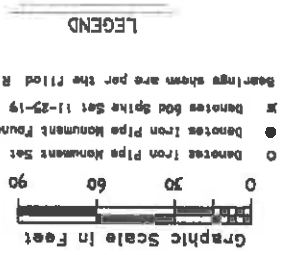
An easement for purposes of a roadway for horses and carts, over the easterly 3000 feet thereof and being adjacent to Tract in REGISTERED LAND SURVEY NO. 639.

An easement for utility purposes over the easterly 1200 feet of the easterly 4200 feet thereof.

STATEMENTS
 Total Area of Lot = 108,870± Sq. Ft.
 Total Area of Right of Way = 3,200± Sq. Ft.
 Total Area of Wet Land = 100± Sq. Ft.

SITE INFORMATION
 REGISTERED LAND SURVEY NO. 639,
 Ramsey County, Minnesota,
 Red Forest Way Phase 2B
 Address: #12 Cherrywood Circle

- LEGEND**
- = EXISTING UTILITIES
 - = 30' BUILDING SETBACK LINE
 - = EXPOSED WET LAND AS RECLAIMED BY KOLLMAN ENVIRONMENTAL SERVICES
 - = 2' CONTOUR LINE
 - = 10' CONTOUR LINE
 - = SPOT ELEVATION
 - = APPROXIMATE LOCATION OF SOIL BORING BY MOORE JOHNSON, INC. #34 IN 2008
 - = SIGNIFICANT TREE LOCATION - RED OAK (MOH) / BLACK CHERRY (B-CH) / POPLAR (A-ASH) / MAPLE



KURTZ SURVEYING, INC.
 4808 SPRINGDALE ST., E., #10
 OLYMPIA, MINNESOTA, 55103
 PHONE: (763) 728-2768 FAX: (763) 728-7088
 E-MAIL: KURTZSURVEYING@GMAIL.COM

I hereby certify that I am a duly Licensed Professional Land Surveyor in the State of Minnesota.
Shirley
 Shirley L. Kurtz, L.S., No. 78112

SURVEY UPDATE FOR:
MICHAEL HARA
 ON:
 TRACT F, REGISTERED LAND SURVEY NO. 638
 RAMSEY COUNTY, MINNESOTA
 ADDRESS: #12 CHERRYWOOD CIRCLE

PROJECT:
 RED FOREST
 WAY
 PHASE 2B

SHEET DESCRIPTION:
 BOUNDARY
 TOPOGRAPHY
 SURVEY OF
 TRACT F

DATE: November 27, 2019
SHEET 1 OF 1 SHEET

An easement for utility purposes over the westerly 1200 feet of the westerly 7500 feet thereof, and being adjacent to Tract B, REGISTERED LAND SURVEY NO. 629, over the westerly 3000 feet thereof.

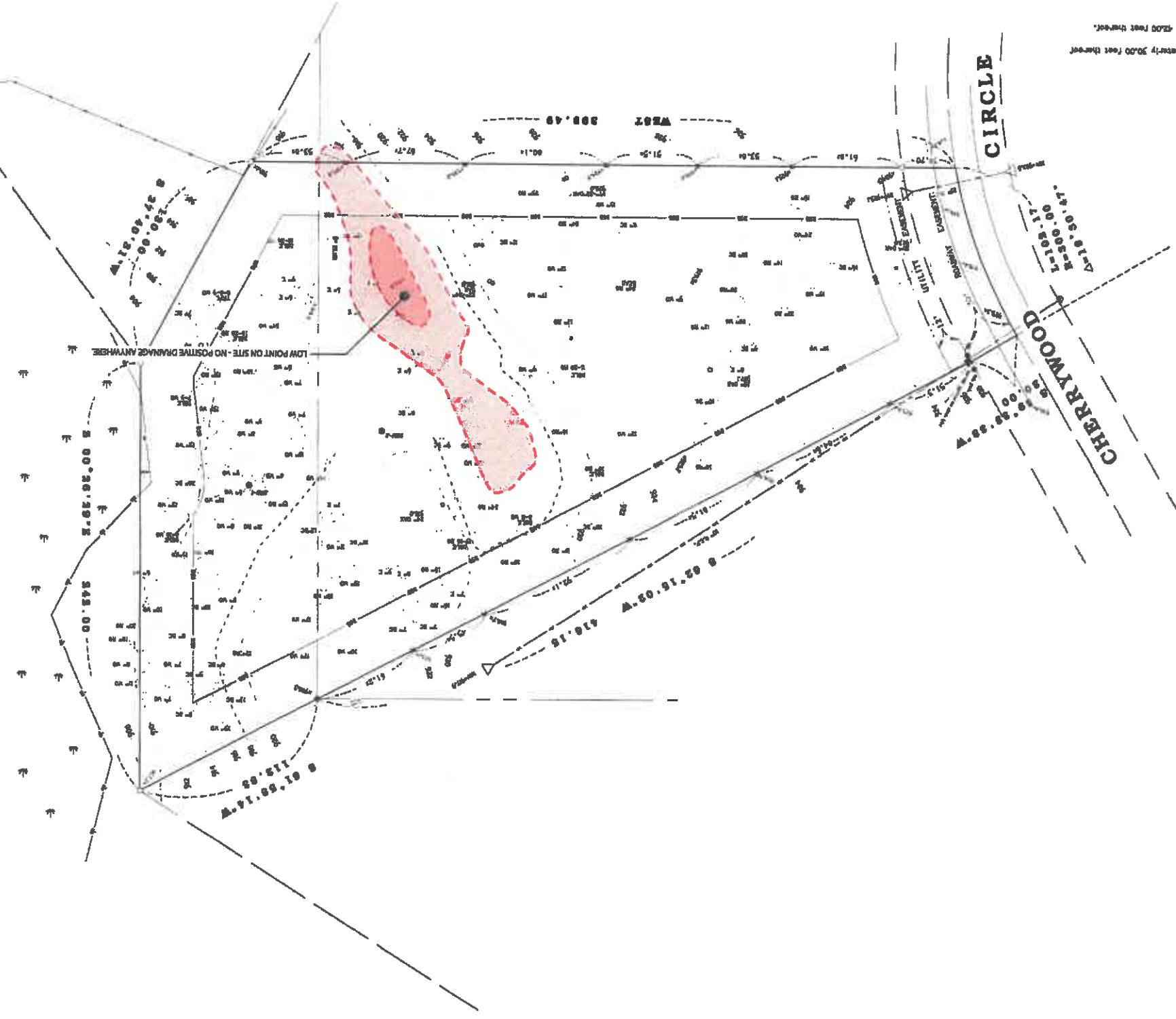
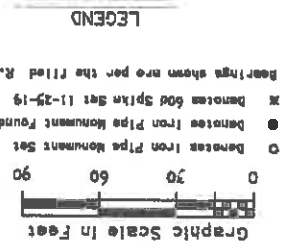
An easement for utility purposes over the westerly 1200 feet of the westerly 7500 feet thereof.

EXHIBITS
 Total Area of Lot = 106,8704 Sq. Ft.
 Total Area of Right of Way = 2,5904 Sq. Ft.
 Total Area of Net Land = 100 Sq. Ft.

SITE INFORMATION
 REGISTERED LAND SURVEY NO. 629,
 Ramsey County, Minnesota.

LEGAL DESCRIPTION
 Red Forest Way Phase 2B
 Address: #12 Cherrywood Circle

- LEGEND**
- - - - - EXISTING BOUNDARIES
 - — — — — 30' BUILDING SETBACK LINE
 - — — — — EDGE WET LAND AS DELINEATED BY KOLHAGEN ENVIRONMENTAL SERVICES
 - — — — — 2' CONTOUR LINE
 - — — — — 10' CONTOUR LINE
 - SPOT ELEVATION
 - APPROXIMATE LOCATION OF SOIL BORING
 - SIGNIFICANT TREE LOCATION - NO-RED OAK, WHITE OAK, SC-BLACK CHERRY, BIRCH, PAPERLAIN, ASH, MAPLE
 - BY ROGER JOHNSON, MPCA #434 IN 2008
 - APPROXIMATE LOCATION OF 3011 BORING
 - SIGNIFICANT TREE LOCATION - NO-RED OAK, WHITE OAK, SC-BLACK CHERRY, BIRCH, PAPERLAIN, ASH, MAPLE



KURTH SURVEYING, INC.
 4808 JEFFERSON ST., N.E.
 MINNEAPOLIS, MN 55412
 TEL: 612.339.7900
 FAX: 612.339.7901
 WWW.KURTHSURVEYING.COM

1. Hardly visible, but the line of the proposed wetland and flood plain boundary is shown on the map. The boundary is shown on the map as a dashed line with the letter 'F' along it.

SLIP

Survey No. 629, R.L.S. No. 1813

SURVEY UPDATE FOR:
MICHEAL HARA
 ON:
 TRACT F, 2801 STANBRED LAND SURVEY NO. 628
 RAMSEY COUNTY, MINNESOTA
 ADDRESS: #12 CHERRYWOOD CIRCLE

PROJECT:
 RED FOREST
 WAY
 PHASE 2B

SHEET DESCRIPTION:
 BOUNDARY
 TOPOGRAPHY
 SURVEY OF
 TRACT F

DATE: November 27, 2018
 BY: [Signature]
 SHEET 1 OF 1 SHEET

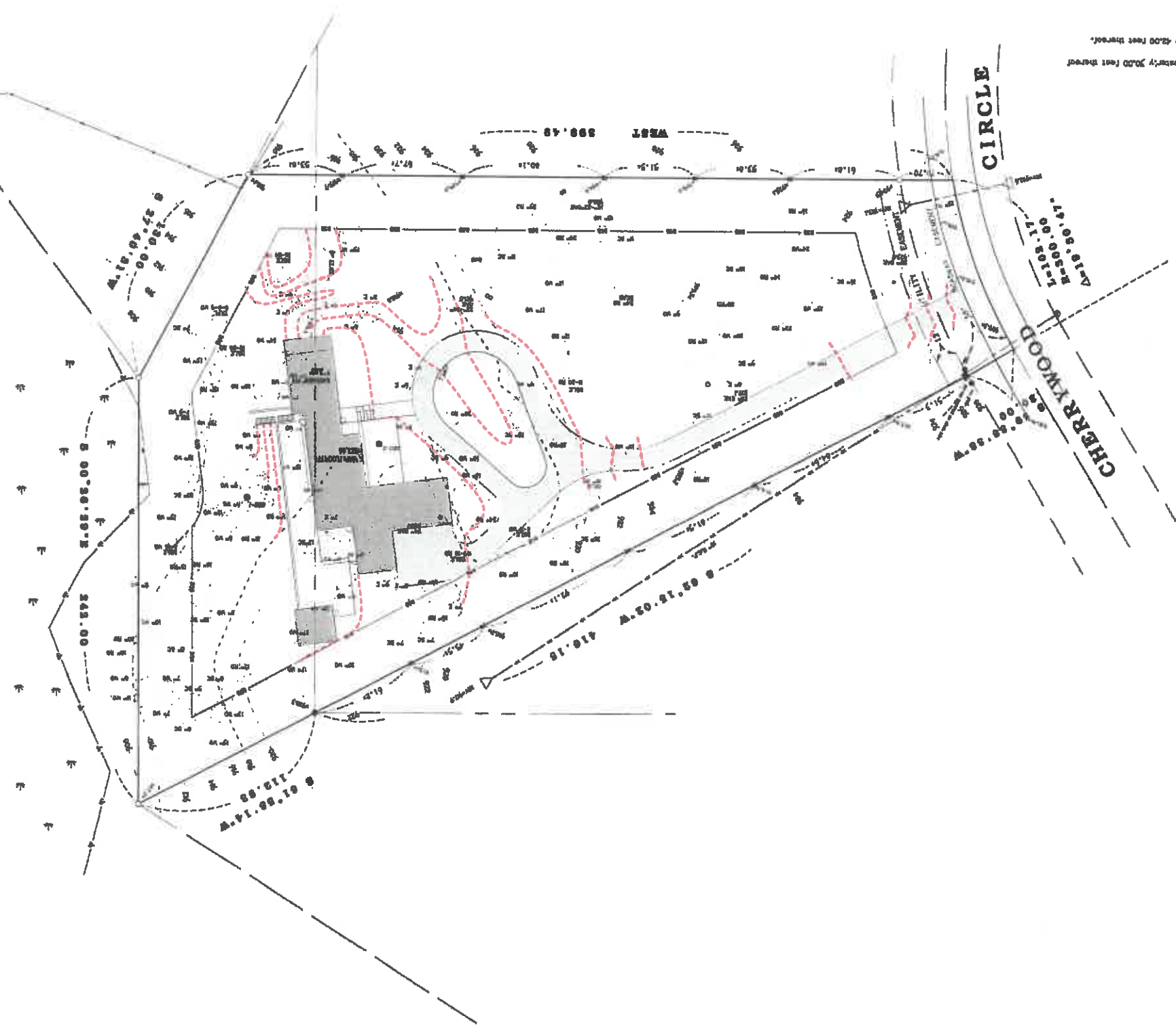
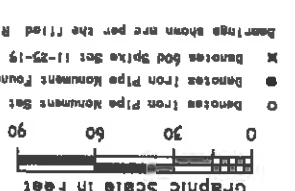
An easement for utility purposes over the westerly 1200 feet of the westerly 4200 feet thereof, and being adjacent to Tract H, REGISTERED LAND SURVEY NO. 629, over the westerly 2000 feet thereof.

SITE INFORMATION
 Total Area of Lot = 106,970.54 sq. ft.
 Total Area of Right of Way = 3,300.54 sq. ft.
 Total Area of Wet Land = 100 sq. ft.

LEGAL DESCRIPTION
 Tract F, REGISTERED LAND SURVEY NO. 629, Ramsey County, Minnesota.

LEGAL DESCRIPTION
 Red Forest Way Phase 2B
 Address: #12 Cherrywood Circle

- LEGEND**
- EXISTING BATHINGS
 - 30' BUILDING SETBACK LINE
 - EDGE WET LAND AS DETERMINED BY KOLHANS ENVIRONMENTAL SERVICES
 - 2' CONTOUR LINE
 - 10' CONTOUR LINE
 - SPOT ELEVATION
 - APPROXIMATE LOCATION OF SOIL BORING BY ROBERT JOHNSON, MPCA #134 IN 2008
 - SIGNIFICANT TREE LOCATION - NO-RED OAK
 - NO-WHITE OAK
 - NO-BLACK CHERRY
 - NO-BIRCH
 - NO-POPLAR
 - NO-ASH
 - NO-WALNUT



KURTH SURVEYING, INC.
 4508 JEFFERSON ST. S.E.
 COLUMBIA HEIGHTS, MN 55421
 PHONE: (763)788-8700 FAX: (763)788-7888
 E-MAIL: 201@KURTHSURVEYING.COM

Survey conducted in accordance with the Minnesota State Board of Land Surveying and Mapping. The lines of this survey are shown in black ink.

SURVEY UPDATE FOR:
MICHEAL HARA
 ON:
 TRACT F, REGISTERED LAND SURVEY NO. 629
 RAMSEY COUNTY, MINNESOTA
 ADDRESS: #12 CHERRYWOOD CIRCLE

PROJECT:
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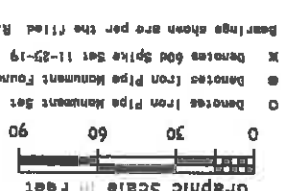
DATE: November 27, 2018
 SHEET 1 OF 1 SHEET

EMPHASIS
 An assessment for utility purposes over the westerly 1200 feet of the westerly 6200 feet thereof and being adjacent to Tract H, REGISTERED LAND SURVEY NO. 629, and being adjacent to Tract F, REGISTERED LAND SURVEY NO. 629.

SITE INFORMATION
 Total Area of Lot = 106,670 sq. ft.
 Total Area of Right of Way = 2,200 sq. ft.
 Total Area of Wet Land = 100 sq. ft.

LOCAL DESCRIPTION
 Red Forest Way Phase 2B
 Address: #12 Cherrywood Circle
 Ramsey County, Minnesota.

- LEGEND**
- = SIGNIFICANT TREE LOCATION - NO-RED OAK
 - = SIGNIFICANT TREE LOCATION - BLACK CHERRY
 - = SIGNIFICANT TREE LOCATION - WHITE OAK
 - = SIGNIFICANT TREE LOCATION - POPULAR
 - = SIGNIFICANT TREE LOCATION - ASH
 - = SIGNIFICANT TREE LOCATION - WALNUT
 - = APPROXIMATE LOCATION OF SOIL BORING BY ROBERT JOHNSON, MPCA #424 IN 2008
 - = SPOT ELEVATION
 - = 27' CONTOUR LINE
 - = 10' CONTOUR LINE
 - = 30' BUILDING SETBACK LINE
 - = EDGE WET LAND AS DETERMINED BY KOLHARD ENVIRONMENTAL SERVICES
 - = EXISTING BITUMINOUS



KURCH SURVEYING, INC.
 4008 JEFFERSON ST., N.E.
 OLYMPIA, MINNESOTA, MN 55431
 PH: (763) 788-5788 FAX: (763) 788-7888
 E-MAIL: SURVEY@KURCHSURVEYING.COM

1. Having certified that said plat was prepared in accordance with the laws of the State of Minnesota, I, the Surveyor, do hereby certify that the same is a true and correct copy of the original filed with me.
 Surveyor: *Stacy*
 Registered Professional Surveyor No. 11113

SURVEY UPDATE FOR:
 MI CHEAL HARA
 ON:
 TRACT F, REGISTERED LAND SURVEY NO. 628
 RAMSEY COUNTY, MINNESOTA
 ADDRESS: #12 CHERRYWOOD CIRCLE

PROJECT:
 RED FOREST
 WAY
 PHASE 2B

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 BOUNDARY
 TOPOGRAPHY
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DATE: November 27, 2018
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Members of the planning commission –

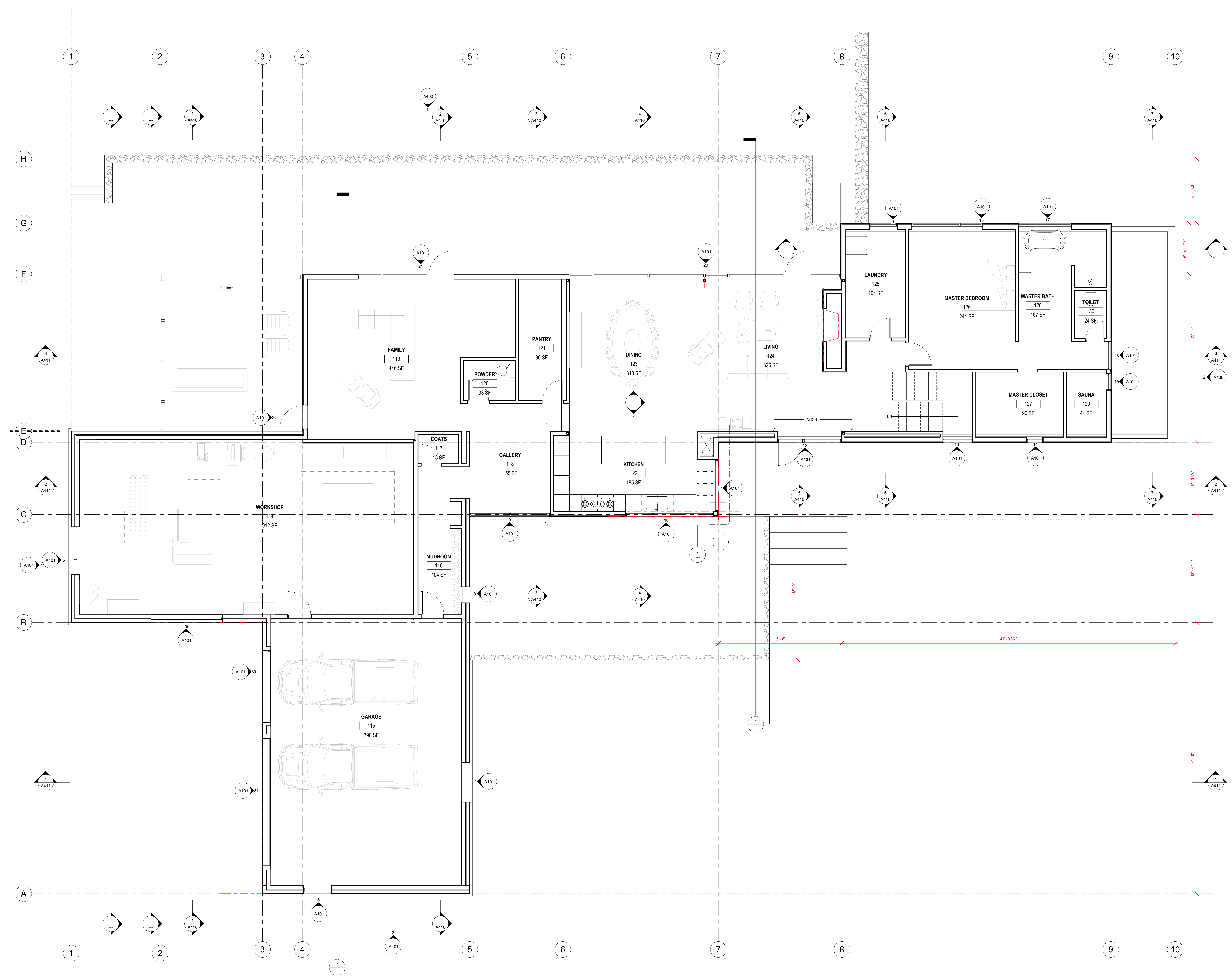
This proposal is seeking a Conditional Use Permit for the construction of a new single-family residence at 12 Cherrywood Circle. The CUP is seeking approval for two purposes:

1. A garage in excess of 1,500 SF.
 - a. The proposed garage is two separate spaces – a three car garage which is 796 NSF, and an adjacent workshop with a single garage door that is 831 NSF. Combined the total is 1,627 NSF. Please see attached floor plans and renderings showing the integration of the structure with the larger architectural composition and its relationship to the remainder of the site.
2. Land reclamation.
 - a. The site as it currently exists contains within it a low point between two hills with no drainage, which will likely create problems with drainage, foundation integrity and insects if it is not properly diverted. The proposed plan will fill some of this depressed area to accommodate a new driveway and raise the level of the natural depression on one end and cut a swale towards the adjacent swamp to naturally drain the site through an area with no mature trees and relatively little topographic modification. This fill and grading will likely commence in the spring of 2022 and will be completed by the end of the summer. Some of the affected area will be planted with restorative prairie seed appropriate to the local ecosystem and the remainder will either be turf or fescue. Approximate fill amount will be between 200-500 cubic feet of quality fill soil. Please see attached survey, demo plan, and site plan for location of new swale adjacent to the new home and site.

I look forward to meeting with the commission and answering any questions they may have about the proposed project. Thank you for your time.

Michael and Christina Hara

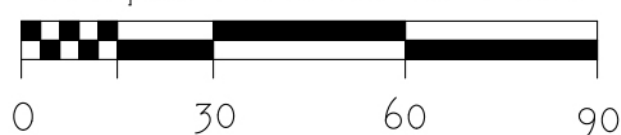
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1 MAIN LEVEL
1/4" = 1'-0"



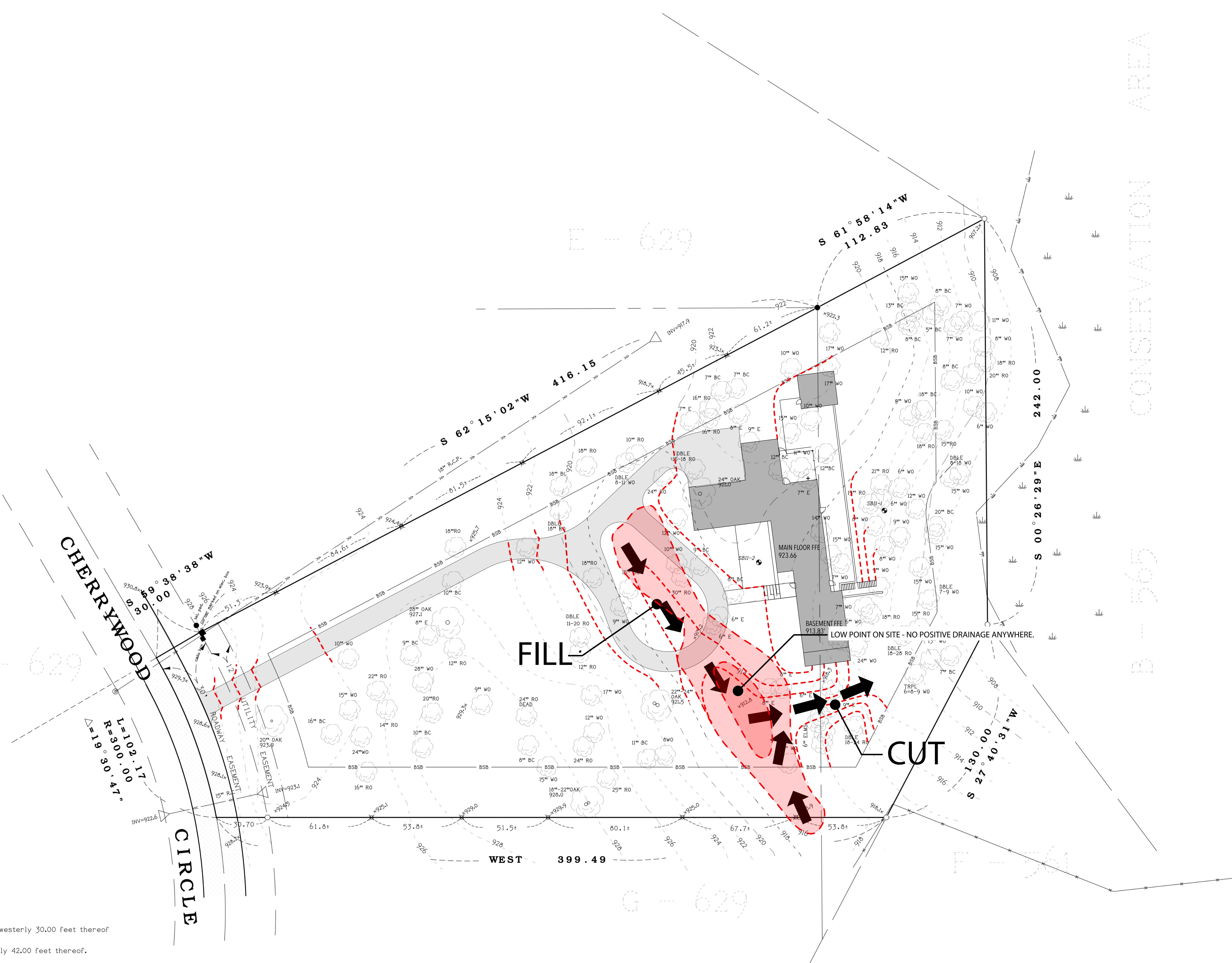
Graphic Scale in Feet



- Denotes Iron Pipe Monument Set
 - Denotes Iron Pipe Monument Found
 - ⊗ Denotes 60d Spike Set 11-25-19
- Bearings shown are per the filed R.L.S.

LEGEND

- = EXISTING BITUMINOUS
- = 30' BUILDING SETBACK LINE
- = EDGE WET LAND AS DELINEATED BY KJOLHAUG ENVIRONMENTAL SERVICES
- = 2' CONTOUR LINE
- = 10' CONTOUR LINE
- = SPOT ELEVATION
- = APPROXIMATE LOCATION OF SOIL BORING BY ROGER JOHNSON, MPCA #434 IN 2008
- = SIGNIFICANT TREE LOCATION - RO=RED OAK
WO=WHITE OAK BC=BLACK CHERRY B=BIRCH
P=POPLAR A=ASH M=MAPLE



Red Forest Way Phase 2B
Address: #12 Cherrywood Circle

LEGAL DESCRIPTION

Tract F,
REGISTERED LAND SURVEY NO. 629,
Ramsey County, Minnesota.

SITE INFORMATION

Total Area of Lot = 106,870± Sq. Ft.
Total Area of Right of Way = 3,300± Sq. Ft.
Total Area of Wet Land = 180 Sq. Ft.

EASEMENTS

An easement, for purposes of a roadway for ingress and egress, over the westerly 30.00 feet thereof and being adjacent to Tract M, REGISTERED LAND SURVEY NO. 629.
An easement for utility purposes over the easterly 12.00 feet of the westerly 42.00 feet thereof.

DATE: November 27, 2019
rev. May 15, 2021 (trees+topo)

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SURVEY UPDATE FOR:
MICHEAL HARA
ON:
TRACT F, REGISTERED LAND SURVEY NO. 629
RAMSEY COUNTY, MINNESOTA
ADDRESS: #12 CHERRYWOOD CIRCLE

I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor and duly Licensed Land Surveyor of Minnesota.
Randy L. Kurth
Randy L. Kurth, RLS, No. 20270
Russell J. Kurth, RLS, No. 16113

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4002 JEFFERSON ST., N.E.
COLUMBIA HEIGHTS, MN 55421
PHONE: (763) 788-9769 FAX: (763) 788-7602
E-MAIL: KSI@KURTHSURVEYING.COM



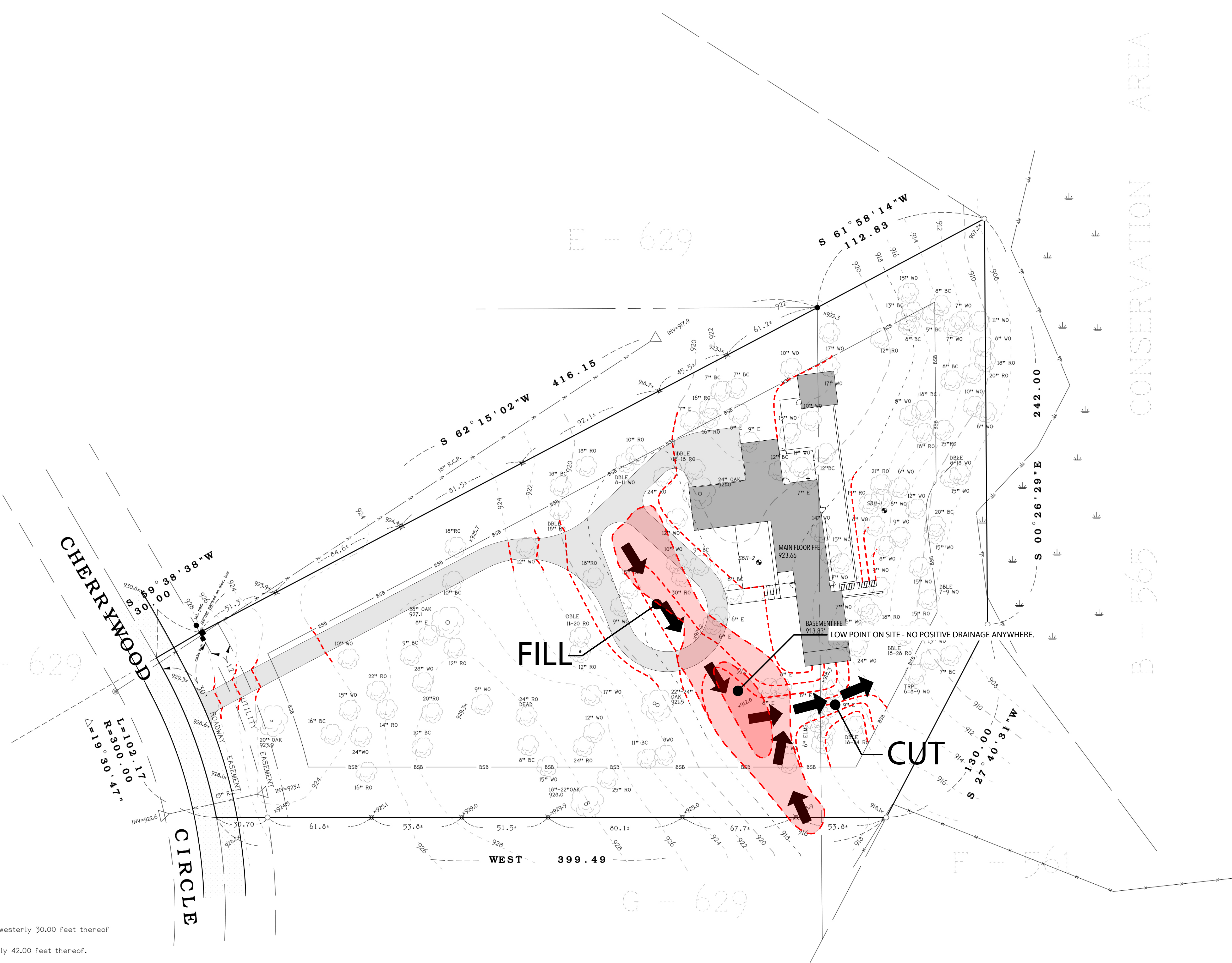
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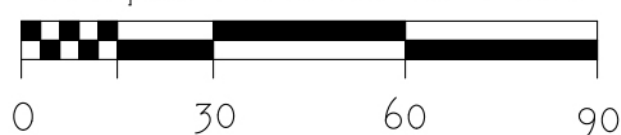
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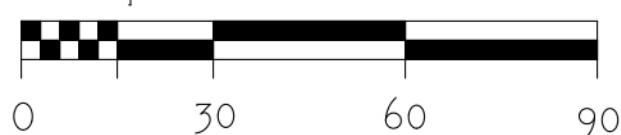
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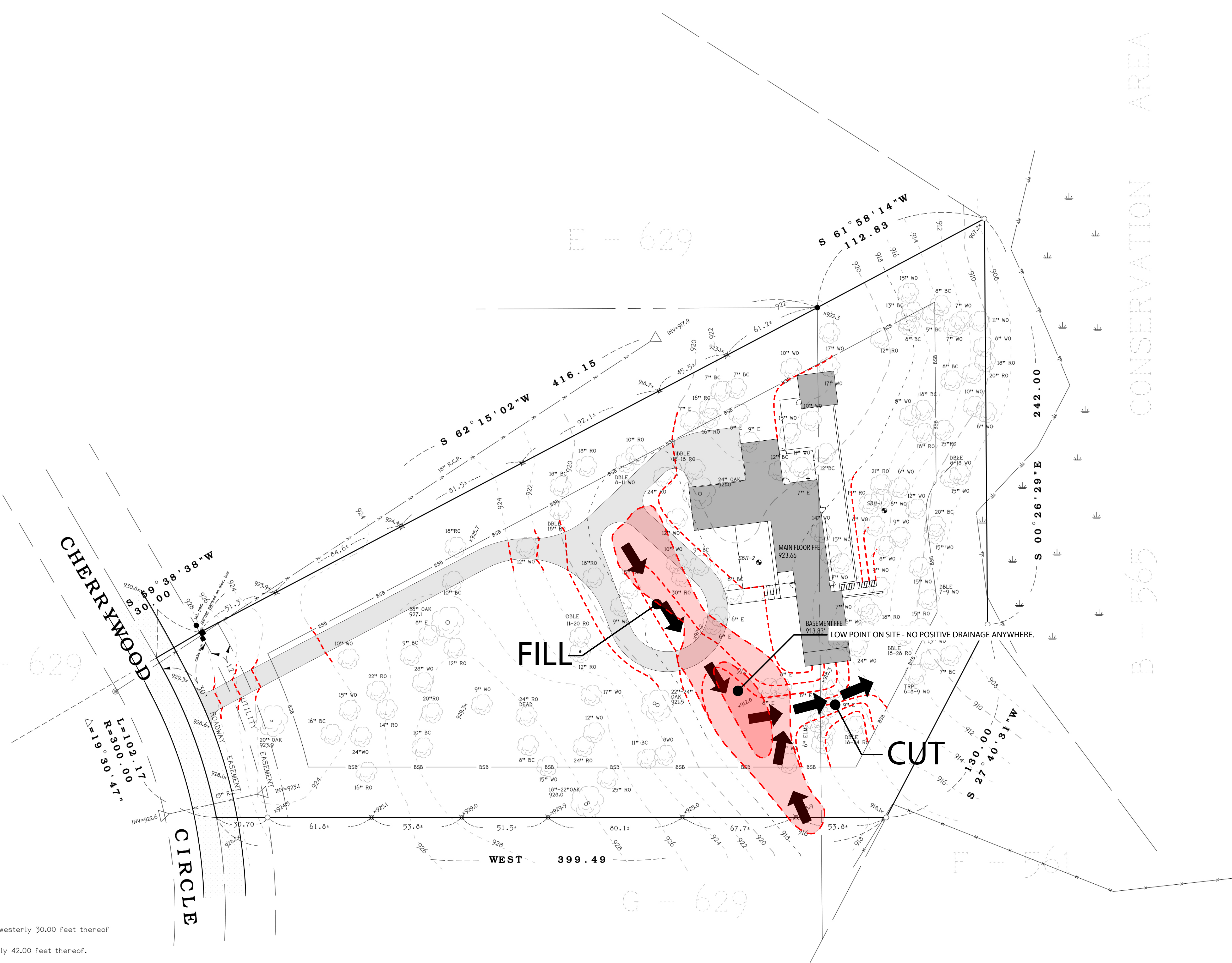
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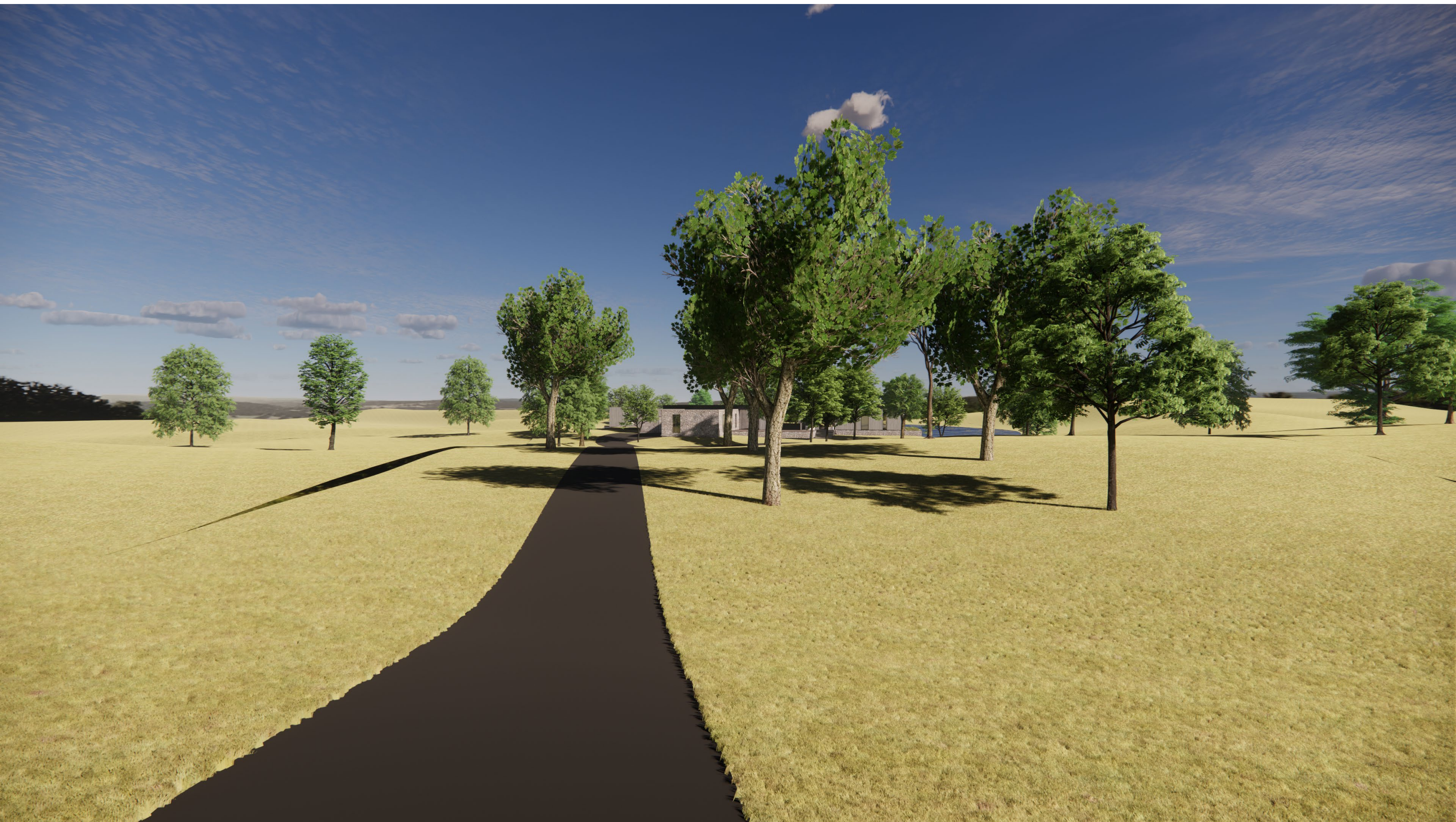
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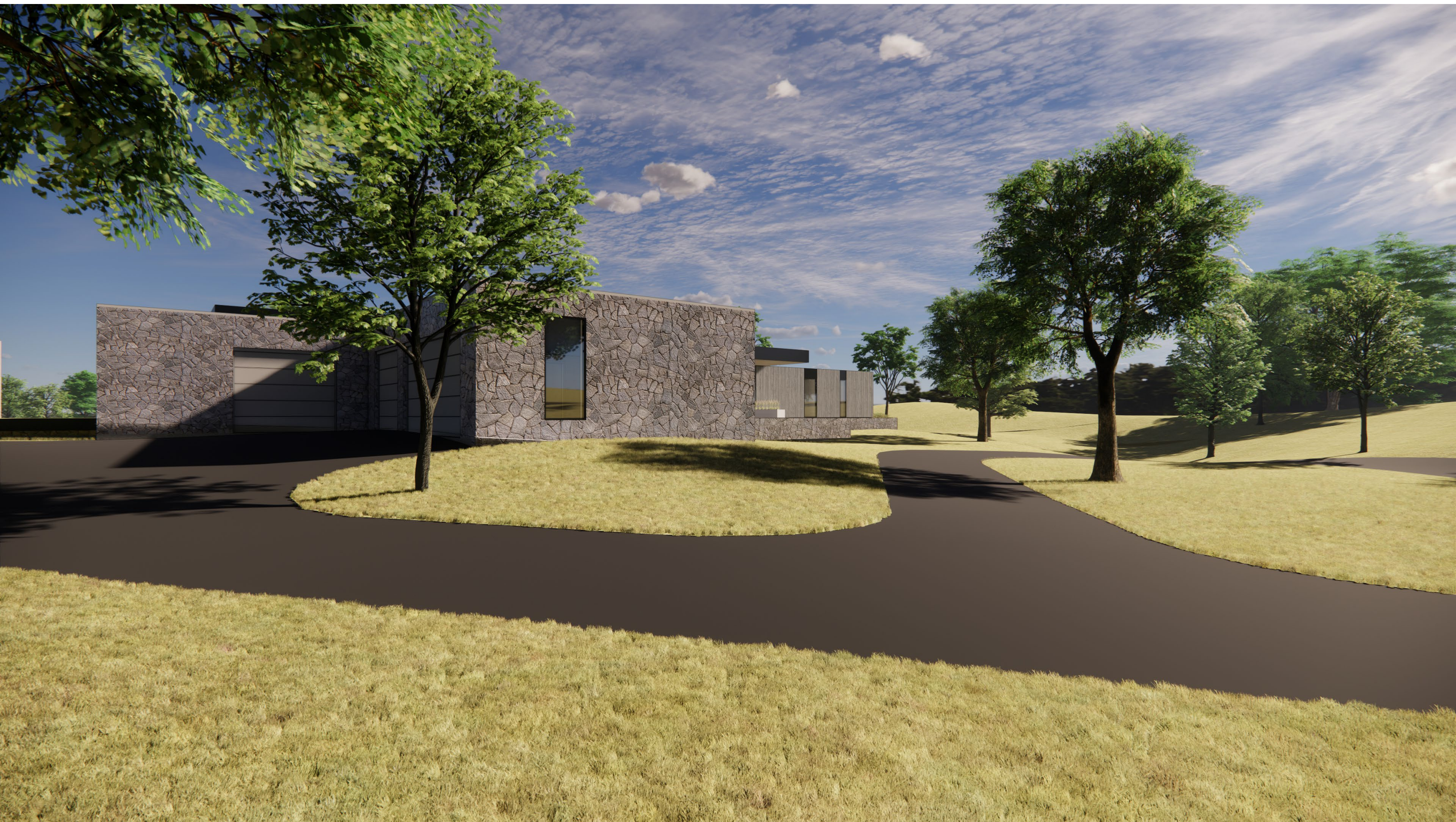
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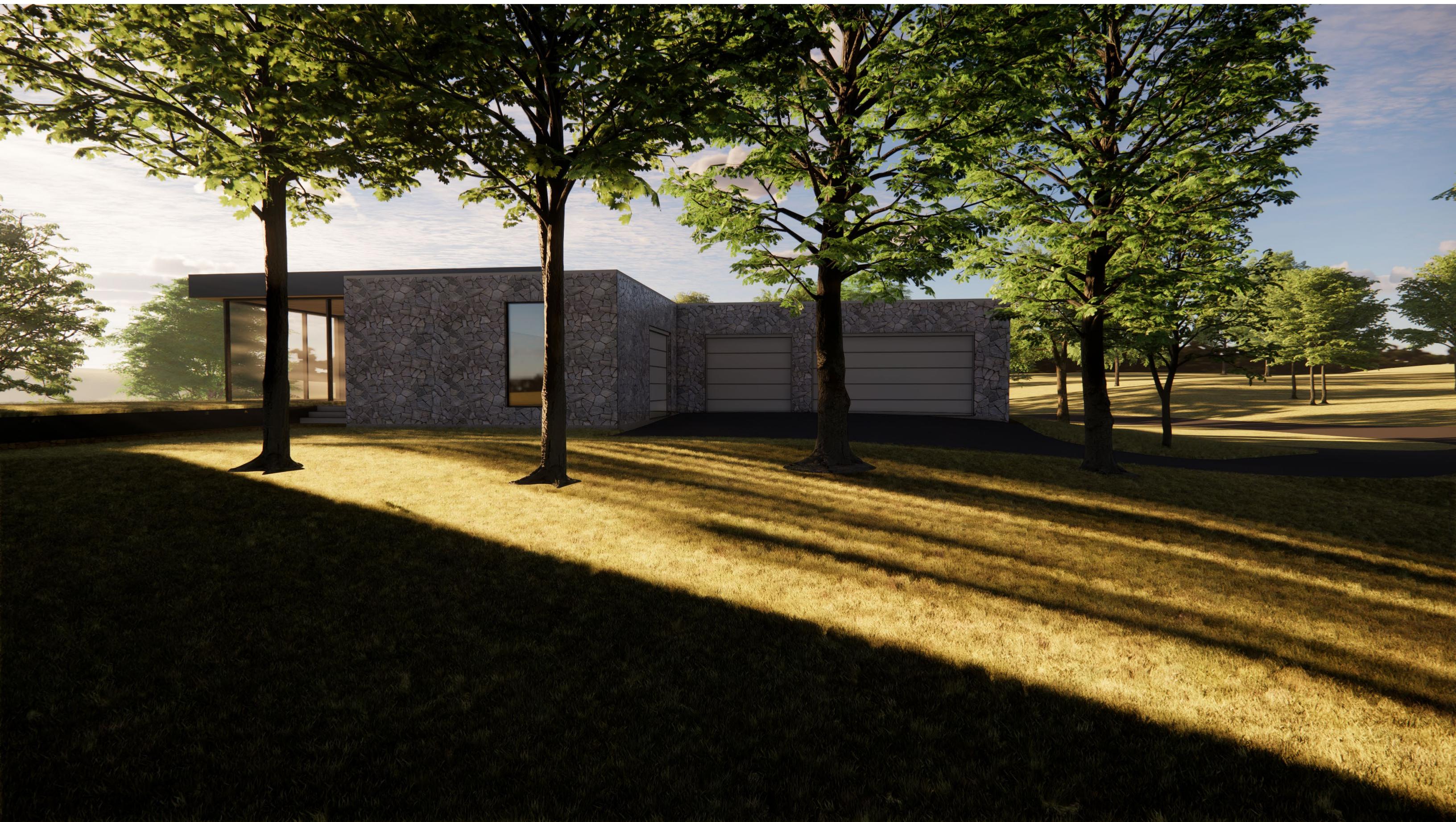
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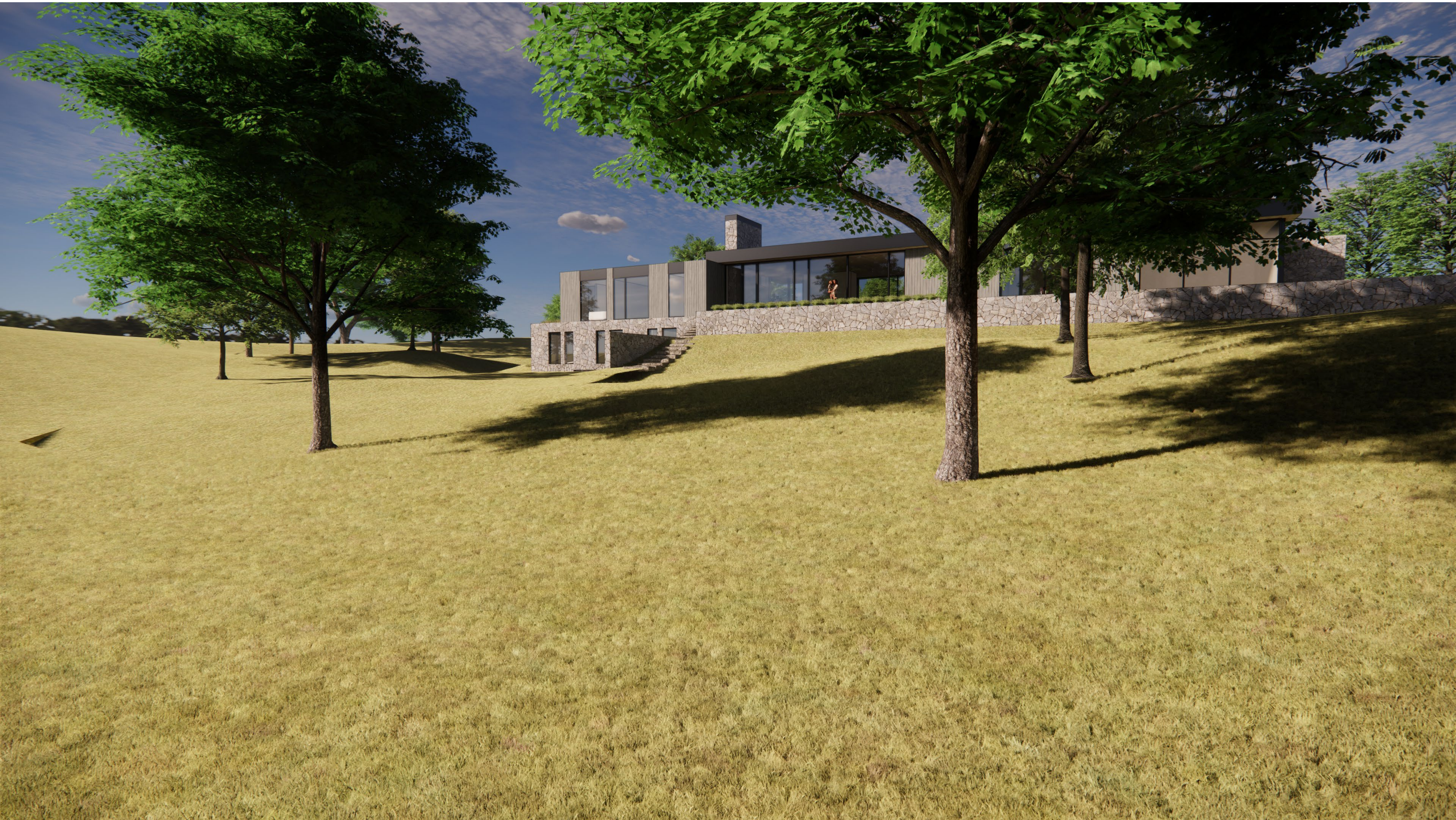












PLANNING REPORT

TO: North Oaks Planning Commission
FROM: Kevin Kress, City Administrator, Jim Thomsen, City Attorney, Tim Korby,
City Engineer, Bob Kirmis, City Planner
DATE: July 20, 2021
RE: 12 Cherrywood Circle - Conditional Use Permit
Fill in excess of 100 cubic yards

Date Application Submitted	June 29, 2021
Date Application Determined Complete:	June 29, 2021
Planning Commission Meeting Date:	July 29, 2021
City Council Meeting Date:	August 12, 2021
60-day review Date:	August 29, 2021
120-day Review Date:	October 27, 2021

BACKGROUND

The Hara family has requested the approval of a conditional use permit to allow for fill in excess of 100 cubic yards at their property located at 12 Cherrywood Circle.

The subject 2.39-acre site is zoned RSL PUD, Residential Single-Family Low Density. Within RSL Districts, fill in excess of 100 cubic yards is subject to conditional use permit processing.

The applicant wishes to perform landscaping as part of a new home construction. Specifically, to support and encourage positive drainage away from the home.

Attached for reference:

Exhibit A: Site Location
Exhibit B: Applicant Narrative
Exhibit C: Grading, Drainage and Erosion Control Plan



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



northoaks@northoaksmn.gov
www.northoaksmn.gov



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

Exhibit D: Site Plan

Exhibit E: Building Elevation

ISSUES AND ANALYSIS

Property Description. As shown on the submitted survey, one individual parcel of land is illustrated which is presently unoccupied shown as Tract F RLS 629.

Evaluation Criteria. Land reclamation involving 100 cubic yards or more of soil shall require a conditional use permit as provided in § 151.076, of the Zoning Ordinance states that certain criteria must be considered. Such criteria, as well as a Staff response, is provided below:

a. Relationship of the proposed conditional use to the Comprehensive Plan.

Staff Comment. The proposed project has no impact to the Comprehensive Plan and is consistent thereof.

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

Staff Comment. The proposed project has no impact on adjacent land, and instead creates a more original topography.

c. Whether the use will in any way depreciate the area in which it is proposed

Staff Comment. The proposed project does not depreciate the area in which it is proposed.

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

Staff Comment. The proposed project has no impact.

e. Whether the use would disrupt the reasonable use and enjoyment of other land in the neighborhood.

Staff Comment. The proposed project will not disrupt the reasonable use and enjoyment of other land in the neighborhood.

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

Staff Comment. This condition has been satisfied.

- g. Whether the proposed conditional use conforms to all of the provisions of this chapter.**

Staff Comment. This condition has been satisfied.

- h. The effect upon natural drainage patterns onto and from the site**

Staff Comment. Site grading will fill a low spot and regrade to allow flow to the east. Final grading, drainage and erosion control plans will be subject to review and approval by the City Engineer as part of building permit application. As part of such plan review, a finding must be made that the proposed use will not have any negative effects on drainage.

- i. 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.**

Staff Comment. The proposed project will not be detrimental to or endanger the public health, safety, comfort, convenience, or general welfare of the neighborhood or the city.

- j. 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.**

Staff Comment. The proposed project does not create additional requirements at public cost for public facilities and services nor is it detrimental to the economic welfare of the neighborhood or city.

- k. 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 odors.**

Staff Comment. The proposed project is environmentally sound and will not involve uses, activities, processes, materials, equipment, and conditions of operation that will be



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



northoaks@northoaksmn.gov
www.northoaksmn.gov



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

detrimental to any persons, land, or the general welfare because of excessive production of traffic, noise, smoke, fumes, wastes, toxins, glare, or odors.

STAFF RECOMMENDATION

Based on the preceding review, Staff recommends approval of the requested conditional use permit to allow for fill in excess of 100 cubic yards at 12 Cherrywood Circle subject to the following conditions:

1. The home and landscaping shall be constructed in accordance to plan sets received 6-29-21 unless agreed to by the City Engineer.
2. Plans shall be approved by the City Engineer prior to the beginning of construction.
3. Any outstanding fees shall be paid prior to the issuance of a building permit.
4. Comments of other City Staff.

PLANNING COMMISSION OPTIONS

In consideration of the conditional use permit application, the Planning Commission 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 Planning Commission.
- This option should be utilized if the Planning Commission finds the proposal adheres to all City Code requirements or will do so with conditions.
 - Approval at this time means that, upon City Council approval, the applicant can perform the project, as proposed, subject to the satisfaction of all imposed conditions.
- B) Recommend denial** based on the applicant's submission, the contents of City Staff report, received public testimony and other evidence available to the Planning Commission.
- This option should only be utilized if the Planning Commission can specifically identify one or more provisions of City Code that are not being met by the conditional use permit proposal.
- C) Table** the request for further study.





- This option should be utilized if the Planning Commission feels the proposal is appropriate and should move forward, but that certain design aspects need to be amended and brought back before a recommendation for approval can be given.

cc: Michael Hara, Home Owner
Mikeya Griffin, NOHOA Executive Director



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 Planning Commission

FROM: Kevin Kress, City Administrator, Jim Thomsen, City Attorney, Tim Korby, City Engineer, Bob Kirmis, City Planner

DATE: July 20, 2021

RE: 12 Cherrywood Circle - Conditional Use Permit
Garage in excess of 1,500 square feet (Chad Wojtowick)

Date Application Submitted	June 29, 2021
Date Application Determined Complete:	June 29, 2021
Planning Commission Meeting Date:	July 29, 2021
City Council Meeting Date:	August 12, 2021
60-day review Date:	August 29, 2021
120-day Review Date:	October 27, 2021

BACKGROUND

The Hara family has requested the approval of a conditional use permit to allow the construction of a home at 12 Cherrywood Circle which includes garage space which exceeds 1,500 square feet.

The subject 2.39-acre site is zoned RSL PUD, Residential Single-Family Low Density. Within RSL Districts, attached or detached garage space which exceeds 1,500 square feet is subject to conditional use permit processing.

The applicant wishes to construct two attached garages (one proposed for woodworking), totaling 1,627 square feet.

Attached for reference:

Exhibit A: Site Location

- Exhibit B: Applicant Narrative
- Exhibit C: Grading, Drainage and Erosion Control Plan
- Exhibit D: Site Plan
- Exhibit E: Building Elevation
- Exhibit F: Engineering Comments

ISSUES AND ANALYSIS

Property Description. As shown on the submitted survey, one individual parcel of land is illustrated which is presently unoccupied shown as Tract F RLS 629.

Evaluation Criteria. In consideration of conditional use permit applications to allow garage space greater than 1,500 square feet, Section 151.050(D)(9) of the Zoning Ordinance states that certain criteria must be considered. Such criteria, as well as a Staff response, is provided below:

a. The garage shall not exceed 3,000 square feet.

Staff Comment. The amount of proposed accessory garage space on the site totals 1,627 square feet which is within the maximum amount of accessory garage space allowed by the Ordinance. This condition has been satisfied.

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

Staff Comment. In this regard, the garages exhibit roofs and finish materials (stone) which mimic the design of the home.

c. The floor area ratio shall not exceed 0.12.

Staff Comment.
This has been satisfied. The current FAR is less than 5%.

d. No use of the garage shall be permitted other than private residential non-commercial use.

Staff Comment. As a condition of conditional use permit approval, the proposed garages must only be used for private residential non-commercial use. In this regard, any sale of woodworking products is not allowed on the site.

e. The factors set forth in 151.076(C) (Conditional Use Permits) shall be considered.

Staff Comment. Section 151.076(C) of the Ordinance directs the Planning Commission to consider the following factors in consideration of all conditional use permit applications:

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

Finding. The subject site is guided and zoned to accommodate single family detached dwellings on large lots (a minimum of 1.45 acres). The Zoning Ordinance, which is intended to implement the City's Comprehensive Plan, lists accessory garages which exceed 1,500 square feet in size as a permitted use subject to conditional use permit processing.

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

Finding. The subject site is located in the RSL, Residential Single-Family Low Density zoning district which is intended to accommodate large homes on large lots. The subject site is similar in size and character to other lots in the neighborhood.

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

Finding. The proposed home is not expected to depreciate the area in which it is proposed. The proposed home may, in fact, appreciate area home values. The proposed layout shields the garage door entrances from neighboring streets.

4. *The effect upon traffic into and from the premises and on adjoining roads or highways.*

Finding. Traffic generated by the new home is within the capabilities of Cherrywood Circle which serves the property.

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

Finding. Provided certain conditions are imposed to minimize potential impacts, the proposed accessory garage space will not disrupt the reasonable use and enjoyment of other properties in the neighborhood.

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

Finding. The proposed use would not place any burdens or additional public costs upon municipal or private infrastructure.

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

Finding. Home plans will be required to comply with applicable provisions of the Zoning Ordinance as well as the State Building Code (as a condition of building permit issuance).

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

Finding. Site grading will fill a low spot and regrade to allow flow to the east. Final grading, drainage and erosion control plans will be subject to review and approval by the City Engineer as part of building permit application. As part of such plan review, a finding must be made that the proposed use will not have any negative effects on drainage.

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;*

Finding. The proposed use is not anticipated to endanger the public health, safety, comfort, convenience or general welfare of the neighborhood or 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*

Finding. The proposed use will not create additional public cost for public facilities and services nor be detrimental to the economic welfare of the neighborhood.

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 odors.

Finding. The proposed use will not be detrimental to any persons, land, or the general welfare because of excessive production of traffic, noise, smoke, fumes, wastes, toxins, glare, or odors.

Lighting. Lighting shall not negatively impact adjacent homes as part of building permit application.

According to Section 151.031 of the Ordinance, exterior lighting in all residential zoning districts must be arranged so that it does not interfere with the reasonable use and enjoyment of surrounding land or constitute a hazard to vehicular traffic on all roads, streets, and public highways.

The Ordinance further states that exterior lighting must be designed and directed so that there is no direct viewing angle of the illumination source from surrounding land.

It is recommended that the preceding requirements be imposed as conditions of conditional use permit approval.

Setbacks. The proposed home, as well as garage driveway areas, lie outside the required 30-foot setback from all property lines.

Grading, Drainage and Utilities. As a condition of conditional use permit approval, it is recommended that grading, drainage and erosion control plan be subject to review and approval by the City Engineer.

STAFF RECOMMENDATION

Based on the preceding review, Staff recommends approval of the requested conditional use permit to allow the accessory garage space for a home located at 12 Cherrywood Circle to exceed 1,500 square feet subject to the following conditions:

1. In accordance with square footage reference in the applicant's narrative, a combined total of 1,627 square feet of accessory garage space shall be allowed upon the subject property.
2. The garage shall be used only for private residential non-commercial use.
3. The garages shall be constructed in the same architectural style as the principal building (per the submitted building elevation).

4. Exterior lighting upon the subject site shall be arranged so that it does not interfere with the reasonable use and enjoyment of surrounding land or constitute a hazard to vehicular traffic on all roads, streets, and public highways.
5. Exterior lighting shall be designed and directed so that there is no direct viewing angle of the illumination source from surrounding land.
6. The grading, drainage and erosion control plan shall be subject to review and approval by the City Engineer.
7. Comments of other City Staff.

PLANNING COMMISSION OPTIONS

In consideration of the conditional use permit application, the Planning Commission 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 Planning Commission.
- This option should be utilized if the Planning Commission finds the proposal adheres to all City Code requirements or will do so with conditions.
 - Approval at this time means that, upon City Council approval, the applicant can construct the proposed accessory garages, as proposed, subject to the satisfaction of all imposed conditions.
- B) Recommend denial** based on the applicant's submission, the contents of City Staff report, received public testimony and other evidence available to the Planning Commission.
- This option should only be utilized if the Planning Commission can specifically identify one or more provisions of City Code that are not being met by the conditional use permit proposal.
- C) Table** the request for further study.
- This option should be utilized if the Planning Commission feels the proposal is appropriate and should move forward, but that certain design aspects need to be amended and brought back before a recommendation for approval can be given.

Additional comments:

FLOOR AREA RATIO (FAR). The ratio of the TOTAL FLOOR AREA of all buildings to the GROSS LOT AREA, excluding 2/3 of any WETLAND.

TOTAL FLOOR AREA. The total area of all stories, as determined using exterior dimensions, including garages that are not part of the BASEMENT, clerestory area and covered porches and decks.

GROSS LOT AREA. Total area of a platted lot excluding road easement(s).

BUILDING. A structure designed primarily for human use or occupancy, including businesses, offices, educational facilities, medical facilities, residences, and institutions. Decks, overhangs, porches, or similar attached structures are considered part of the building. BUILDING does not include appurtenances required to operate or maintain pipeline systems.

cc: Michael Hara, Home Owner
Mikeya Griffin, NOHOA Executive Director

No. 21-8

**CITY OF NORTH OAKS, MINNESOTA
APPLICATION FOR CUP, VARIANCE, APPEAL, AMENDMENT, PLAN REVIEW**

Location of Property: (address) 2 LOST ROCK LANE

Legal Description of Property: Tract W RLS 224

Fee Owner: GEOFF EMERSON 1901 HUMBOLDT AVE S.
Name Address

MINNEAPOLIS MN 55403 612.859.9919
City State Zip Contact Number/s

Signature of Fee Owner: [Signature] Date 18 JUN 21

Applicant: JOE CROWLEY 18312 MINNETONKA BLVD.
(if different from owner) Name Address

WATZATA MN 55319 612.868.2777
City State Zip Contact Numbers/s

Signature of Applicant: [Signature] Date 18 JUN 21

Type of Request: *(Please circle correct request)*

CONDITIONAL USE PERMIT (as provided for in Chapter 151.076 of Code of Ordinances)

VARIANCE

APPEAL

AMENDMENT

BUILDING / SITE PLAN REVIEW

OTHER

Please attach **fifteen (15)** copies of detailed written and graphic material fully explaining the proposed request and include the reason for the request, present zoning classification and existing use of the property.

(For office use)

Application received with \$450 fee on 6/23/2021 Check# 2462 Amt# 450.00

Date for review of completeness fifteen (15) business days from initial receipt _____

* If application is deemed incomplete, written notice must be sent to the applicant by above date stating the items that need to be submitted for the application to be deemed complete.



S T R E E T E R

CUSTOM BUILDER

Dear, City of North Oaks.

Please accept the included application for Conditional Use Permit (CUP) in response to the anticipated use of more than 99 cubic yards of earth being deposited, moved or removed in areas outside of the driveway, parking pads or an area outside of 25 feet from the side of the building.

We estimate ~ 450 cubic yards of soil will be moved and/or sand imported to support the raised elevation of the pool deck (outside of the 25FT buffer to the wall of building) to existing as designed and approved by NOHOA to date.

Please reference the attached exhibits for graphic representation; the grading plan is included, in addition, we included a diagram of the impacted area. The impacted area is mostly limited to the area outside of the colored area in the exhibit, it is considered to be mostly pool, pool terrace and pool house.

Thank you for your review and please let us know if you have any questions regarding the application for CUP.

Sincerely,

Joe Crowley

Streeter Custom Builder

PLANNING REPORT

TO: North Oaks Planning Commission
FROM: Kevin Kress, City Administrator, Jim Thomsen, City Attorney, Tim Korby,
City Engineer, Bob Kirmis, City Planner
DATE: July 22, 2021
RE: 2 Lost Rock Lane - Conditional Use Permit
Fill in excess of 100 cubic yards

Date Application Submitted	June 18, 2021
Date Application Determined Complete:	June 29, 2021
Planning Commission Meeting Date:	July 29, 2021
City Council Meeting Date:	August 12, 2021
60-day review Date:	August 29, 2021
120-day Review Date:	October 27, 2021

BACKGROUND

The Emerson family has requested the approval of a conditional use permit to allow for fill in excess of 100 cubic yards at their property located at 2 Lost Rock Lane.

The subject 1.32-acre site is zoned RSL, Residential Single-Family Low Density. Within RSL Districts, fill in excess of 100 cubic yards is subject to conditional use permit processing.

The applicant wishes to perform landscaping as part of a new home construction. Specifically, to support the elevation of a pool deck and landscaping.

Attached for reference:

Exhibit A: Site Location
Exhibit B: Applicant Narrative
Exhibit C: Grading, Drainage and Erosion Control Plan

Exhibit D: Site Plan

Exhibit E: Building Elevation

ISSUES AND ANALYSIS

Property Description. As shown on the submitted survey, one individual parcel of land is illustrated which is presently unoccupied shown as Tract W RLS 6224.

Evaluation Criteria. Land reclamation involving 100 cubic yards or more of soil shall require a conditional use permit as provided in § 151.076, of the Zoning Ordinance states that certain criteria must be considered. Such criteria, as well as a Staff response, is provided below:

a. Relationship of the proposed conditional use to the Comprehensive Plan.

Staff Comment. The proposed project has no impact to the Comprehensive Plan and is consistent thereof.

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

Staff Comment. The proposed project has no impact on adjacent land, and instead creates a more original topography.

c. Whether the use will in any way depreciate the area in which it is proposed

Staff Comment. The proposed project does not depreciate the area in which it is proposed.

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

Staff Comment. The proposed project has no impact.

e. Whether the use would disrupt the reasonable use and enjoyment of other land in the neighborhood.

Staff Comment. The proposed project will not disrupt the reasonable use and enjoyment of other land in the neighborhood.

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

Staff Comment. This condition has been satisfied.

- g. Whether the proposed conditional use conforms to all of the provisions of this chapter.**

Staff Comment. This condition has been satisfied.

- h. The effect upon natural drainage patterns onto and from the site**

Staff Comment. The site fill is predominately for the basement level void from the previous house. Grading ties into existing contours within property limits and should not have a significantly affect natural drainage patterns. Final grading, drainage and erosion control plans will be subject to review and approval by the City Engineer as part of building permit application. As part of such plan review, a finding must be made that the proposed use will not have any negative effects on drainage plan shows grading limits.

- i. 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.**

Staff Comment. The proposed project will not be detrimental to or endanger the public health, safety, comfort, convenience, or general welfare of the neighborhood or the city.

- j. 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.**

Staff Comment. The proposed project does not create additional requirements at public cost for public facilities and services nor is it detrimental to the economic welfare of the neighborhood or city.

- k. 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 odors.**



Staff Comment. The proposed project 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 odors.

STAFF RECOMMENDATION

Based on the preceding review, Staff recommends approval of the requested conditional use permit to allow for fill in excess of 100 cubic yards at 2 Lost Rock Lane subject to the following conditions:

1. The home and landscaping shall be constructed in accordance to plan sets received 6-17-21 unless agreed to by the City Engineer.
2. Plans shall be approved by the City Engineer prior to the beginning of construction.
3. Any outstanding fees shall be paid prior to the issuance of a building permit.
4. Comments of other City Staff.

PLANNING COMMISSION OPTIONS

In consideration of the conditional use permit application, the Planning Commission 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 Planning Commission.
- This option should be utilized if the Planning Commission finds the proposal adheres to all City Code requirements or will do so with conditions.
 - Approval at this time means that, upon City Council approval, the applicant can perform the project, as proposed, subject to the satisfaction of all imposed conditions.
- B) Recommend denial** based on the applicant's submission, the contents of City Staff report, received public testimony and other evidence available to the Planning Commission.
- This option should only be utilized if the Planning Commission can specifically identify one or more provisions of City Code that are not being met by the conditional use permit proposal.





C) Table the request for further study.

- This option should be utilized if the Planning Commission feels the proposal is appropriate and should move forward, but that certain design aspects need to be amended and brought back before a recommendation for approval can be given.

cc: Geoffrey Emerson, Home Owner
Mikeya Griffin, NOHOA Executive Director



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



northoaks@northoaksmn.gov
www.northoaksmn.gov



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

CITY OF NORTH OAKS
100 Village Center Dr., Suite 230, North Oaks, MN 55127
(651) 792-7750 Fax: (651) 792-7751

INDIVIDUAL SEWAGE TREATMENT SYSTEM
APPLICATION/PERMIT

Application Date 06/24/21

Job Address 12 SWALLOW Permit No. 2021-400

Owner DEVANGI SHAH Fee \$450

Installer TBD

Address TBD

Phone No. _____ MPCA Certificate No. _____

Legal Description: RLS 42 Tract P

Proposed Work

Description NEW SYSTEM
(New System, Alteration, Repair)

Type of System TYPE 4 No. of Bedrooms 4

Variance No. (if applicable) # 21-9 No. of TANKS _____

[Signature] (ARCHITECT)
Signature of Applicant

MARK STANKEY (ARCHITECT)
Print Name

Date PD 6/24/21 (For Office Use Only)
Amt 450.00 Ck # 1027
345.00 Ck # 1001

This permit is granted upon the express condition that the person, partnership, firm or corporation to whom it is granted, together with the agents, employees, workers, and sub-contractors agree to abide by and conform to all Ordinances of the City of North Oaks regarding the construction, alteration, and repair of sewage treatment systems within the city; and that this permit may be revoked at any time upon evidence of violations of any of the provisions of said ordinances.

PERMITS ARE VALID FOR 180 DAYS

Approval Date _____

Sanitary Inspector _____



ISSUED: 07/01/2021

EXPIRED: 12/28/2021

ADDRESS : 12 SWALLOW LN
PIN : 183022430011
LEGAL DESC : REGISTERED LAND SURVEY 42
: LOT P BLOCK 0
PERMIT TYPE : SEPTIC INSTALL - TYPE 4
PROPERTY TYPE : RESIDENTIAL
CONSTRUCTION TYPE : NEW SEPTIC
VALUATION :
NOTE: NO INSTALLER SELECTED YET. SEPTIC VARIANCE REQUEST #21-9.

THIS PERMIT IS A RECEIPT OF PAYMENT ONLY – NOT APPROVAL TO BEGIN WORK. YOU WILL BE NOTIFIED BY CITY STAFF ONCE THE SEPTIC DESIGN APPLICATION HAS BEEN APPROVED TO BEGIN WORK. ONCE WORK COMMENCES, CONTACT SEPTIC INSPECTOR BRIAN HUMPAL AT 651-492-7550 TO SCHEDULE ALL INSPECTIONS.

SHAH, DEVANG 12 SWALLOW LN ST. PAUL, MN 55127	SEPTIC INSTALL FEE - TYPE 4 Payment(s) CHECK 1027 CREDIT CARD 1001	795.00 TOTAL 795.00 450.00 345.00
---	--	---

SHAH, DEVANG
 12 SWALLOW LN
 ST. PAUL, MN 55127

No. 21-9

**CITY OF NORTH OAKS, MINNESOTA
APPLICATION FOR CUP, VARIANCE, APPEAL, AMENDMENT, PLAN REVIEW**

Location of Property: (address) 12 SWALLOW LANE

Legal Description of Property: Tract P RLS 42

Fee Owner: DEVANG SHAH 12 SWALLOW LANE NORTH OAKS, MN 55127
Name Address

NORTH OAKS MN 55127 651-335-9998
City State Zip Contact Number/s

Signature of Fee Owner: [Signature] Date 6.24.2021

Applicant: _____
(if different from owner) Name Address

City State Zip Contact Numbers/s

Signature of Applicant: _____ Date _____

Type of Request: (Please circle correct request)

CONDITIONAL USE PERMIT (as provided for in Chapter 151.076 of Code of Ordinances)

VARIANCE Septic

APPEAL

AMENDMENT

BUILDING / SITE PLAN REVIEW

OTHER

Please attach **fifteen (15)** copies of detailed written and graphic material fully explaining the proposed request and include the reason for the request, present zoning classification and existing use of the property.

(For office use)

Application received with \$450 fee on 6/24/2021 Check# 1026 Amt# 450.00

Date for review of completeness fifteen (15) business days from initial receipt 7-15-2021

* If application is deemed incomplete, **written** notice must be sent to the applicant by above date stating the items that need to be submitted for the application to be deemed complete.

Deadline for action sixty (60) days from initial receipt _____

Extended deadline _____

** City may extend the review period by up to sixty days from the end of deadline for action only if applicant is notified in **writing** prior to the end of the initial sixty (60) day review period. The deadline may be extended beyond sixty days with applicant's approval.

Conditional Use or Amendment request - Public Hearing date _____

Planning Commission action:

Approval or disapproval on _____ with conditions _____

City Council Action:

Approval or disapproval on _____ with conditions _____

Variance, Appeal, Building/Site Plan Review, Other

Action of Board of Adjustment and Appeals:

Approval or disapproval on _____

Bond Required _____

Bond Received on _____

CITY REIMBURSEMENT POLICY

In connection with your request and submittal of material to be reviewed by the City of North Oaks, please be informed that if the City incurs any additional expense in the course of this application review beyond the normal processing fee, the cost will be assessed to the applicant. As authorized in Chapter 151.083 of the Ordinance Code, an applicant will be responsible for full reimbursement of incurred costs to the City of North Oaks. (A copy of this section of the Ordinance is available upon request.)

Your initial application fee of ~~\$450.00~~ covers the processing of a typical zoning action. A typical process for reviewing a zoning action may include some or all of the following: City employee help in explaining the application process, City employee receipt of completed application and proper scheduling on appropriate agenda, one legal notice for a public hearing (if applicable), written notice to abutting property owners (if applicable) generation of a staff report, presentation of the staff report to the Planning Commission and presentation of the staff report and Planning Commission recommendation to the City Council.

If the scope of your application goes beyond a typical review process, you will be asked for an additional escrow deposit. At that time, you will be advised of the additional review necessary to complete your zoning action request and the potential cost for completing said review. You will be provided written documentation for your acknowledgement that outlines the above two items.

An applicant will be allowed to remove their request at any time during said further review process. Any remaining escrow deposit that is not needed to pay incurred costs to the date of application removal will be refunded to the applicant within sixty days.

I acknowledge that I have read and fully understand the above statements.



Applicant's Signature

Date 6/24/2021

Updated 9/18

Deb Breen

From: Brian Humpal <brian@midwestsoiltesting.com>
Sent: Thursday, June 24, 2021 9:22 AM
To: Deb Breen
Cc: Lauren Kavan
Subject: Re: Demolition - Septic abandonment

Caution: This email originated outside our organization; please use caution.

Deb,

Sorry for the late reply. I have not seen any design for this property. If the lot is being redeveloped, it will need to have the 10,000 sq ft for a primary and secondary system demonstrated as well, in addition to the new design. The tanks will need a tank abandonment form. There is no inspection on the tank abandonment. As for septic inspections pertaining to the new system, there will be soils inspection, and then depending on the type of system, there could be scratch, rock, pipe inspections, tank inspection, and then a final inspection.

Thank you,

Chris Uebe
Lead Inspector

Brian Humpal
North Oaks SSTS Inspector
Phone: 651-492-7550
Brian@midwestsoiltesting.com

On May 20, 2021, at 12:44 PM, Deb Breen <DBreen@northoaksmn.gov> wrote:

Brian / Chris –

Contractor is looking for our process for a demolition and rebuild at 12 Swallow Lane. They are not quite ready to submit yet – but when they do what are the steps they need to take on the Septic and are there any fees involved as they prepare for demo?

We assume:

- MPCA Septic Tank abandonment form
- What /when septic inspections?
- Fees?
- Other materials need to be submitted?
-

I'm trying to fill in the highlighted section on our attached instruction sheet. Appreciate the guidance.

Best,
Deb

<image001.png>

Phillips-Shah Residence

12 Swallow Lane
North Oaks, Minnesota

Application for Variance for Septic Field Location

Submitted on:
June 24, 2021
Submitted to:
City of North Oaks

Phillips-Shah Residence

June 24, 2021

PLAAD, LLC | P.O. Box 184, Stillwater, MN 55082 | www.plaadoffice.com



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Architectural Site Plan	Attachment B
Enlarged Architectural Site Plan	Attachment C
Proposed Septic System Documentation	Attachment D
Disturbed Soils Study	Attachment E

PROJECT TEAM

Owner:
Mr. Devang Shah and Mrs. Karl Phillips
12 Swallow Lane
North Oaks, Minnesota

Architect:
PLAAD, LLC
Mark D. Stankey, AIA
Matthew M. Byers, AIA
P.O. Box 184
Stillwater, MN 55082
612.388.6588 (Mark)
651.336.1393 (Matt)
mark@plaadoffice.com
matt@plaadoffice.com

Surveyor
James R. Hill, Inc.
2500 W. City Rd. 42, Suite 120
Burnsville, MN 55337
952-990-6044

Work by James R. Hill, Inc. Recently verified by:

Cornerstone Land Surveying
Cornie Villari, L.S.
6750 Stillwater Boulevard N, Suite 1
Stillwater, MN 55082
cornie@assurvey.net
651-275-8969

Builder:
Streater Custom Builders
18312 Minnetonka Boulevard
Wayzata, MN 55391
612.905.1385
JCCrowley@streaterhomes.com





REQUEST NARRATIVE

June 24, 2021

Dear City of North Oaks Planning and Engineering,

Thank you for the opportunity to submit our application to you for a septic placement variance for our clients, Mr. Deverig Shah and Mrs. Karl Phillips. Their property is located at 12 Swallow Lane in North Oaks.

The enclosed site plan describes a thoughtfully designed home that preserves to the greatest extent possible the natural beauty of the site. Due to an existing home on the site as well as topographical challenges, we are respectfully requesting a variance to utilize a Type IV System and to locate the backup field in the required front yard setback. The primary field will be located almost entirely outside of the setback.

Due to the extreme topography of the site, we have very limited availability of suitable sites on the property. Therefore, the septic designer, S-P Testing, is proposing a Type IV system. The design of the proposed system is included in the attached submittal as Attachment D.

In an early due-diligence effort to investigate the soil conditions, in fall of 2020, our team met with the septic inspector on site to review the test pits in advance of completing a Type IV system design with our septic designer.

In reviewing the "Building Requirements" PDF on the City of North Oaks "Forms, Fees & Instructions" webpage, we understand that a CUP is necessary if one disturbs more than 99 CY of earth outside of a 25' offset from the building face, excluding driveways. Attachment E demonstrates that at this stage of development we are well under the 99 CY threshold. We would appreciate an open discussion about this requirement to confirm our understanding and interpretation. Should it be determined that a CUP is necessary for the earth disturbance on this property, we hereby request that the CUP Request is accepted as part of this submittal, dated June 24th, in order to be heard by the Planning Commission and City Council concurrently with the variance request for the septic field type and placement already described herein.

We sincerely thank you for your time and consideration, and look forward to answering any additional questions that you may have. You may reach me directly at 651.336.1363 or matt@plaadoffice.com.

Sincerely,

Matthew M. Byers, AIA
Principal, PLAAD, LLC

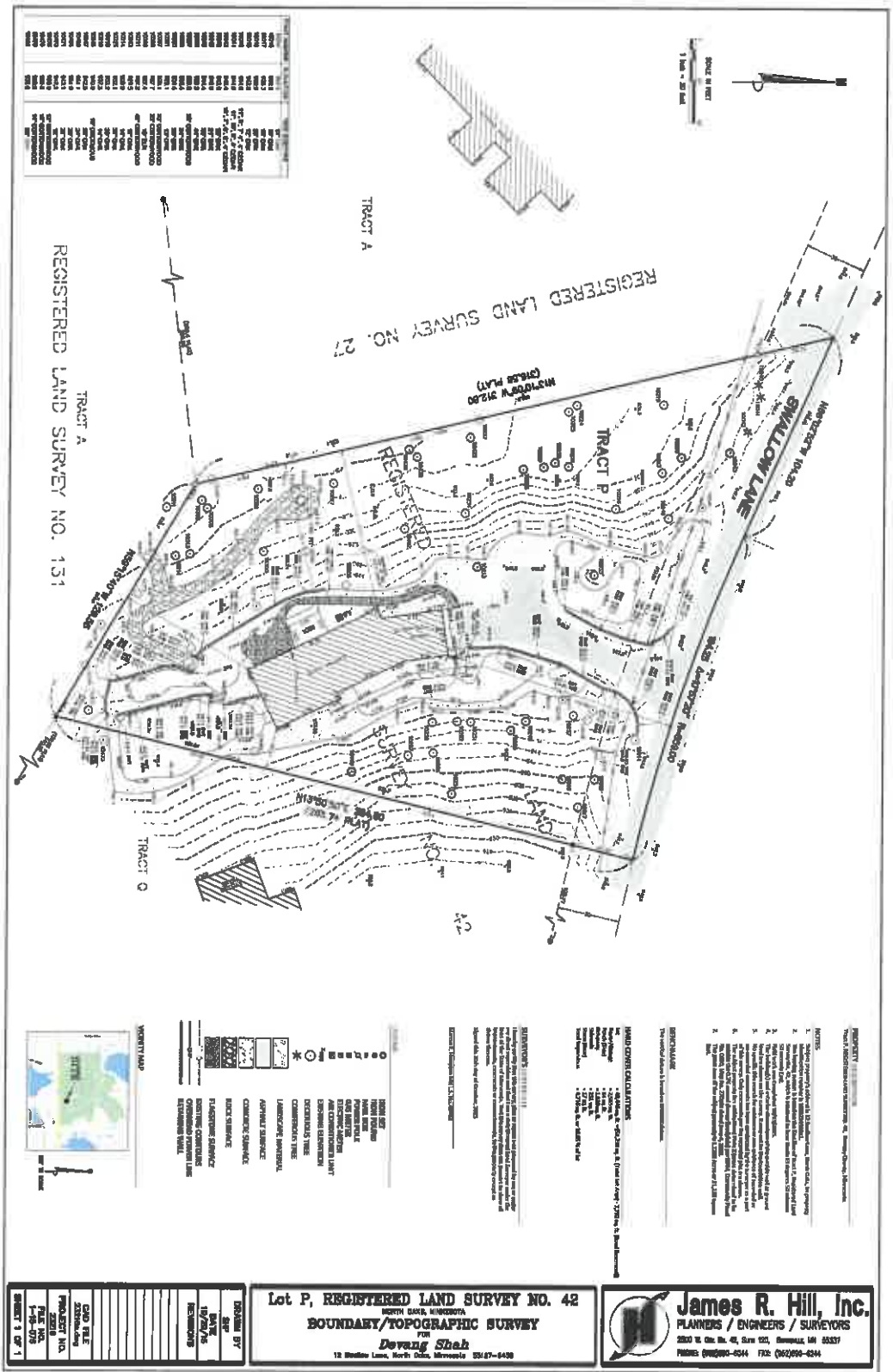
Phillips-Shah Residence

June 24, 2021

PLAAD, LLC | P.O. Box 184, Stillwater, MN 55082 | www.plaadoffice.com



ATTACHMENT A Existing Survey



Phillips-Shah Residence

June 24, 2021

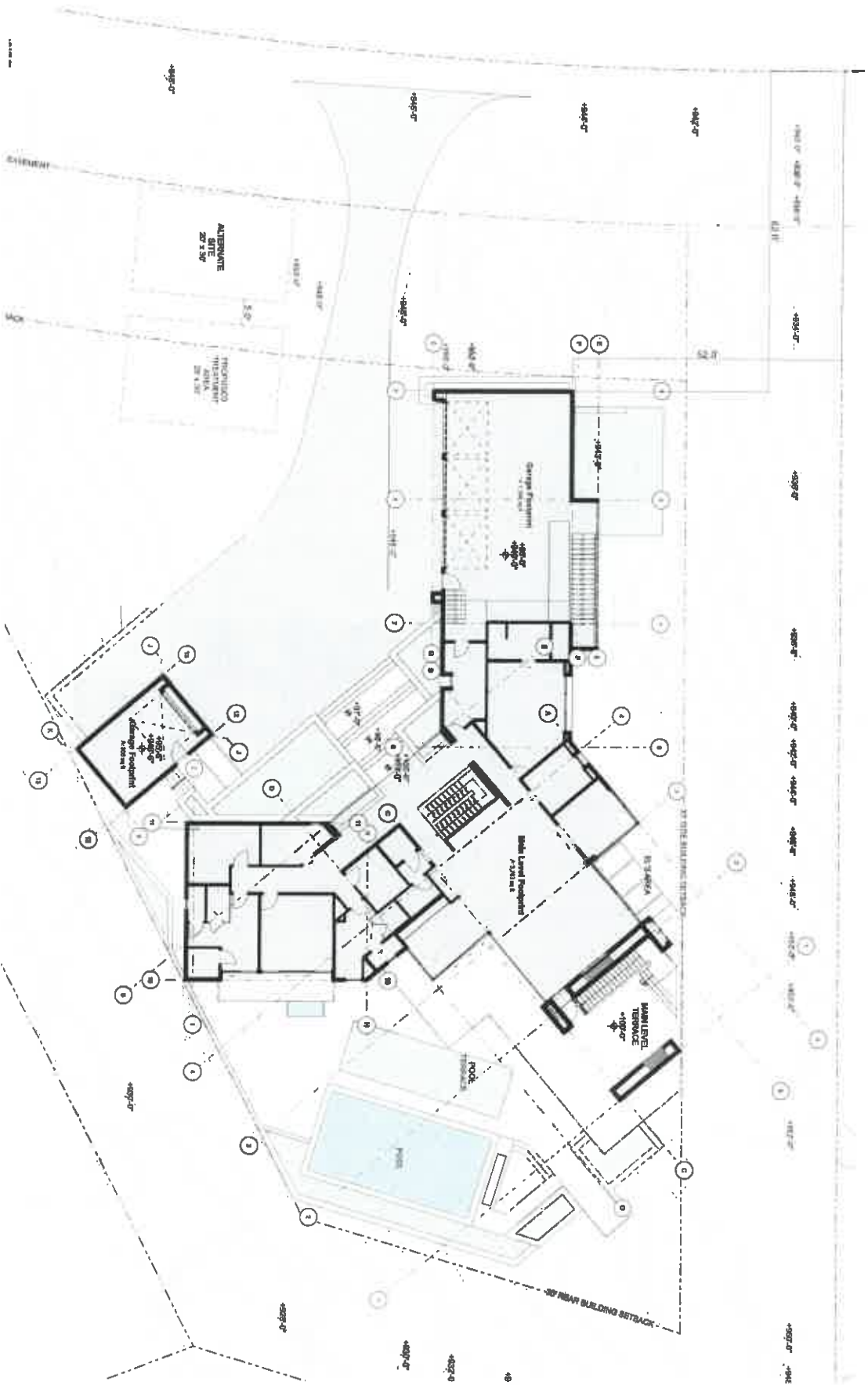
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Page 5



ATTACHMENT C Enbridge Architectural Site Plan



Phillips-Shah Residence

June 24, 2021

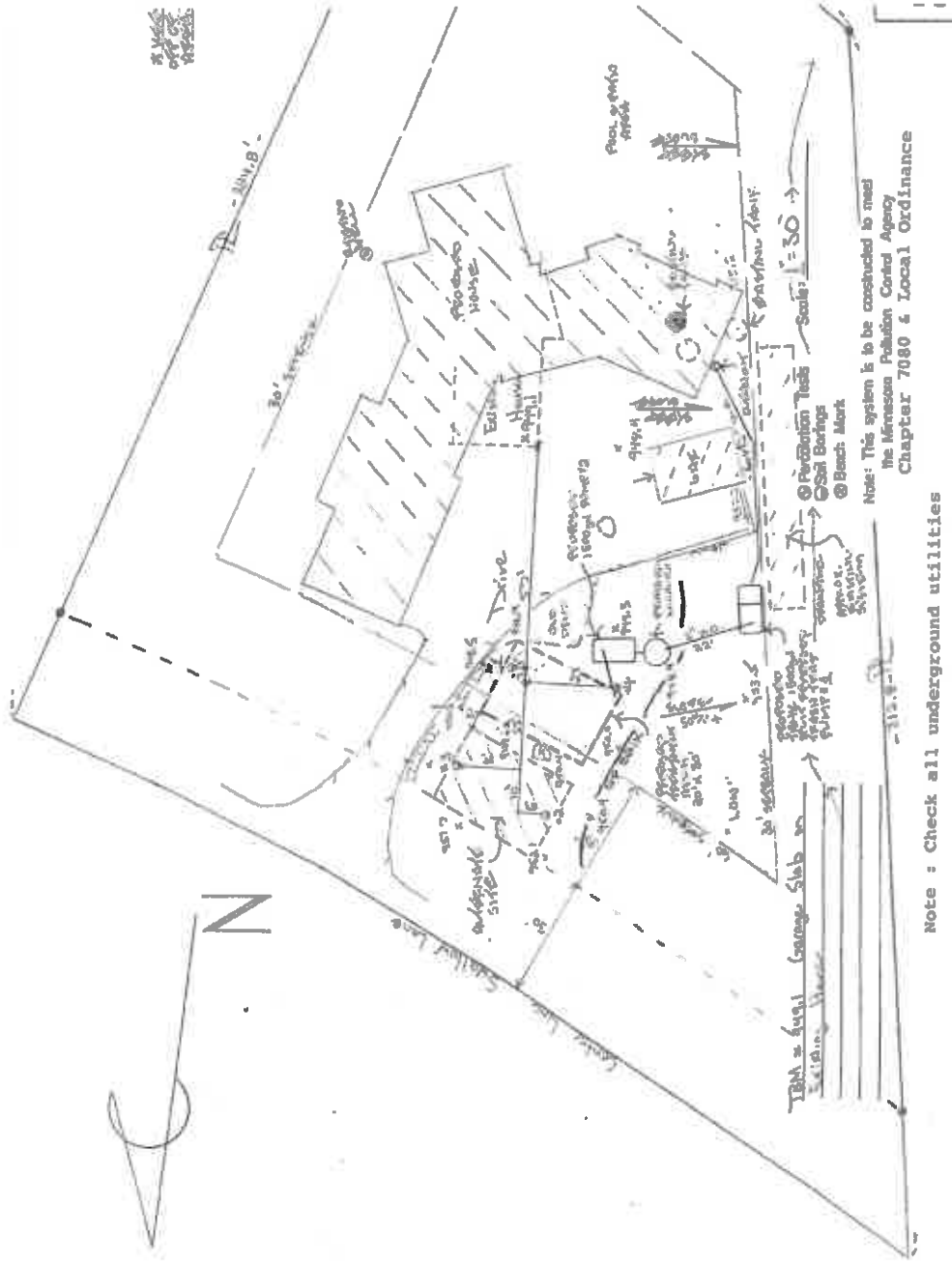
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ATTACHMENT D Proposed Septic System Documentation

As provided by:

SP Testing, Inc.
Steven B. Schlimers
951 Kalyard Lane NE
Saint Michael, MN 55376
T: 763.487.9686



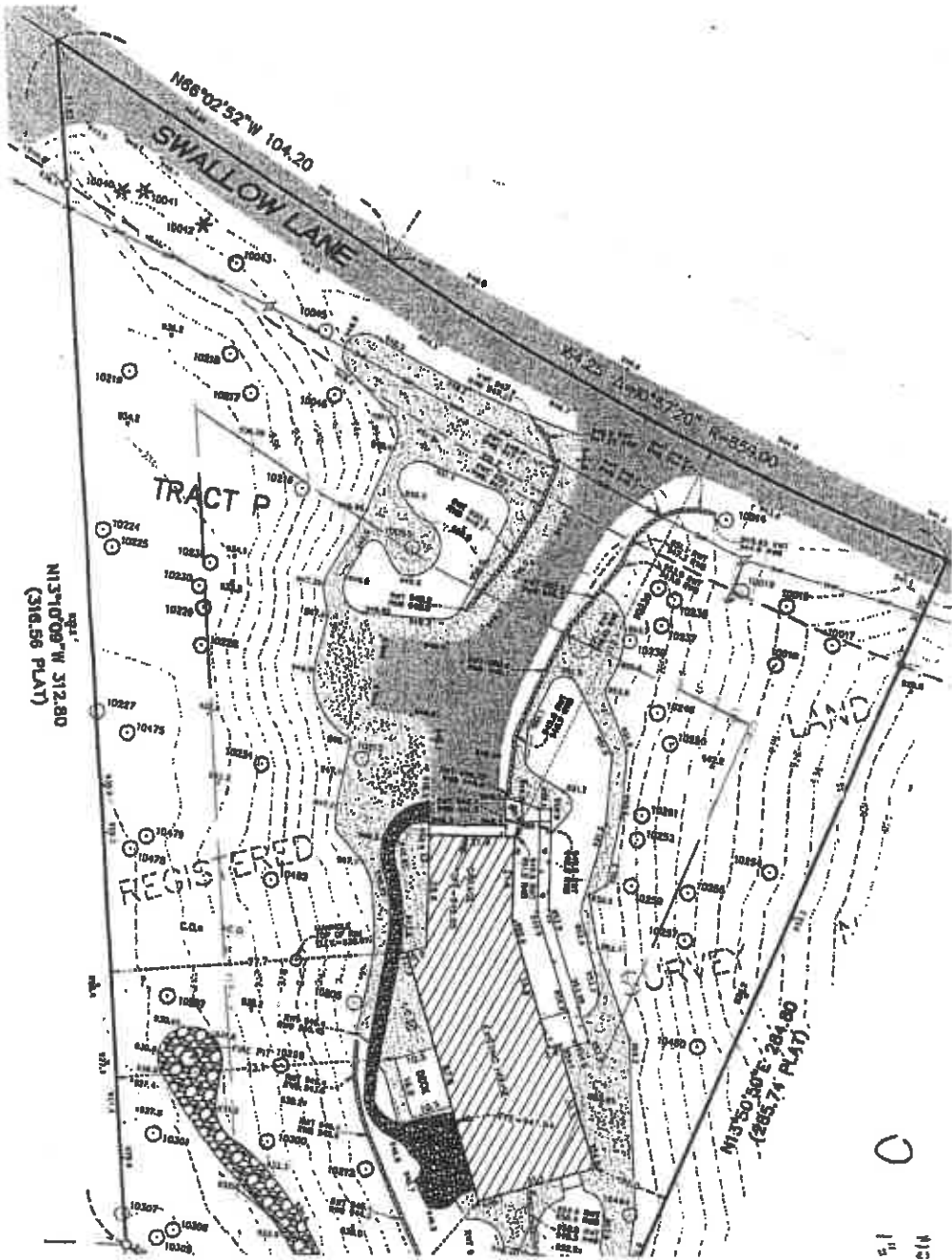
June 24, 2021

Phillips-Shah Residence

PLAAD, LLC | P.O. Box 184, Stillwater, MN 55082 | www.plaadoffice.com



ATTACHMENT D Proposed Septic System Documentation

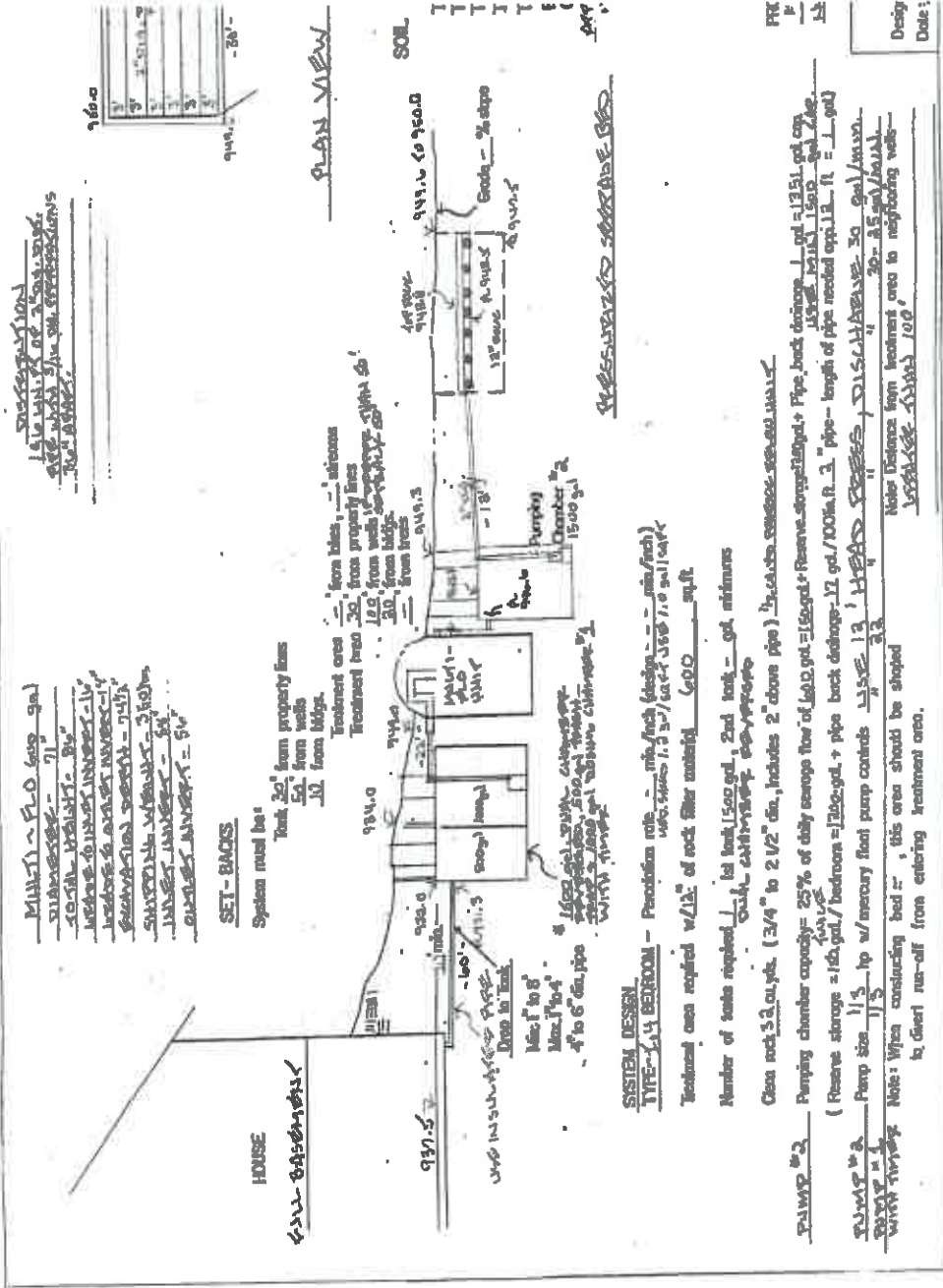


Phillips-Shah Residence

June 24, 2021

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150 GAL TANK
PUMP - 1/2 HP W/ MERCURY FLOAT PUMP CONTROLS
DRAINAGE - 30 GAL/MIN

MATERIAL - 150 GAL TANK
PUMP - 1/2 HP W/ MERCURY FLOAT PUMP CONTROLS
DRAINAGE - 30 GAL/MIN

SET-BACKS

System must be:
Tank 20' from property lines
10' from wells
10' from hdqs.

Treatment area:
Treatment head 20' from blinds, sitework
100' from walls
30' from hdqs.
30' from blinds

1500 gal
PUMP
1500 gal
DRAINAGE
30 gal/min

SYSTEM DESIGN

TYPE - 1.4 BEDROOM - Penetration rate - min./inch (ft/day) - min./inch

Treatment area required w/1.2" of rock filter material - 600 sq.ft.

Number of tanks required - 1st tank 1500 gal, 2nd tank - gal minimum

Class rock 3.2 cu.yds. (3/4" to 2 1/2" dia., includes 2' above pipe) 2.6 cu.yds. concrete - see all walls

PUMPING CHAMBER CAPACITY - 25% of daily average flow of 160 gal = 40 gal. Reserve storage - 150 gal. (150 gal. + 150 gal. = 300 gal.)

PUMP SIZE - 1/2 hp w/ mercury float pump controls

Note: When constructing bed, this area should be sloped to divert run-off from entering treatment area.

ATTACHMENT D Proposed Septic System Documentation

SP TESTING INC.

Steven B. Schimms – 951 Kenfeld Lane NE – St. Michael, MN 55376
 Cert. No 627 – State License 6394 – Phone 763-497-3566 – Fax 763-497-5011
www.sp-testing.com – steven@sp-testing.com – sp@sp-testing.com

June 24, 2021

Shreyer Custom Builders
 12 Swallow Lane
 North Oaks, Ramsey Co., MN

A new on-site sewage treatment system is proposed for this property for the proposed new home. The new driveway & patio area is not usable space for the on-site sewage treatment system.

This site has very limited space for placing a new system due to driveway, fill soil, drainage, steep slopes & landscaping. A standard system under Minnesota Chapter 7080 rules cannot be designed. The proposal is to install a Type 111 pretreated sewage bed system under Minnesota Chapter 7080 rules for a Type 1, 4 bedroom home.

This system is designed as a Type IV Performance with a Type 111 sewage bed.

The proposal is for a sewage bed extending ^{4'} into the road setback (SR) & an alternate site in the 60' setback, 30' from the center line of the road. Each site has 600sq-ft. City code requires 5000 for each site so a variance will be needed from the City of North Oaks.

The soils on this site are a medium sand. 50% has 60" of fill soil, medium sand with heavy medium sand at the original soil. No rock features were found to 60" & there was no indication of compaction.

A Class 1, Multi-Flo Aerobic Wastewater Treatment system which is classified as standard under Minnesota Chapter 7080 rules will be used for a unit which has peroxide filtration and an alarm equivalent to a Multi-Flo Unit. The highly treated, filtered effluent produced by the Multi-Flo is over 95% free of the normal sewage contaminants that cause the progressive failure of conventional systems. The unit will be a 600 gpd/day. A trash trap is installed in front of the Multi-Flo Unit. The unit requires to be serviced 2 times a year which will be done by Schimms Wastewater Treatment Systems, Inc. A 2 year parts & service warranty comes with the cost of the unit. After that time, the homeowner is required to carry a service contract at a

cost of \$250.00 a year (2021 price). A report is sent to the homeowner, City, MPCA & Multi-Flo yearly.

2 Inspection pits must be installed, 1 to the bottom of the sand fill & 1 to the bottom of the rock bed.

All property lines will need to be located prior to installation.

Use low water use facilities throughout the home, shower heads, toilets etc. Recommended to divert the water softener out of the home & air from filter if there is one.

The first tank will be a 1500 gallon dual chamber tanks reversed using the 500 gallon side as the trash trap & the 1000 gallon side as a dosing chamber (pump #1) which will dose 12.4 gallons every 30 minutes with a timer to the Multi-Flo Unit. The effluent will flow gravity from the Multi-Flo to a new 1500 gallon pumping chamber (pump #2), which will pressurized the sewage bed. The power supply & switches must be located outside the manhole & pumping chamber in a weather proof enclosure. A warning device must be installed with a light & sound device. This is in case of a pump failure.

If the tanks have less than 2" of cover, the lids, doors & maintenance hole covers must be installed to a value of R10.

Clearcuts for each lateral with a sleeve must be installed & be accessible from finished grade to an irrigation box with a ball valve.

A water meter or event counter must be installed to monitor daily water use. The homeowner is responsible for the water meter readings.

All neighboring wells are located greater than 100' away from the proposed treatment area.

An Operating Permit is required with the City of North Oaks.

Phillips-Shah Residence

June 24, 2021

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plaad

Page 11

Nothing other than human waste, toilet tissue, laundry, showers, under softeners etc. should be disposed of into the system. **ROOM FILTERS MUST NOT BE ALLOWED TO RECHARGE INTO THE SYSTEM.** Garbage disposals are not recommended. Excessive amounts of soap, surfactants, bleach, cleaning agents, shower cleaners and other additives are not recommended. Recreational swimming is limited to 3 to 4 loads per day. The Multi-Pe Unit will need to be pumped when the settleable solids reach 40%. Schlusser Wastewater will meet the pumpers & clean out the Multi-Pe at the same time. There will not be a charge from Schlusser Wastewater as long as pumping is only needed 1 time every 3 consecutive years. The pumping charges from a licensed pumper are your responsibility.

Thank You

Steven B. Schlusser

This Design requires a signature from an Advanced Designer

Barbie Miller 12 Sheridan Lane North Oaks date

Annual monitoring of the system is required right after installation. 2020 Service contract for Multi-Pe is \$200.00, monitoring had 1 x a year to \$200.00 which we service the Multi-Pe. Price subject to change. An operating permit is required with the County at all times.

The mitigation plan is if hydraulic overloading would occur, a User could be installed to reduce the amount of effluent pumped to the system and also by using the 1500 gallon pumping chamber allows the effluent to be stored during peak use and pumped to the system during low water use periods. The second would be to install holding tanks.

Keep all heavy equipment off of the proposed treatment area before and after construction. The treatment area should be marked off before construction. This design is not valid & the system will need to be relocated if failure to protect the area for new on-site sewage systems.

MANAGEMENT PLANS

The tanks need to be maintained at a minimum of 1 time every 2 years, check with your pumper to set up a schedule.

System Impacted for areas by owner & or Inspector as determined by the local unit of Government.

Any other requirements as determined by the local unit of Government. Low water use facilities.

With proper installation & maintenance, this system should have no problem in treating septic effluent effectively.



ATTACHMENT D Proposed Septic System Documentation

2011 purple code

Multi Flow & Pressure Bed

www.SepticResource.com (vers 19.2)

Property Owner: Smeltzer Custom Builders Date: 6/21/2021
 Site Address: 12 Swallow Lane, North Oaks PO#: _____
 Comments: _____
 Instructions: site specific input adjust if needed self-calculated (DO NOT ADJUST)

4. bedroom Type IV Residential System
 600 GPD design flow (average flow should be < 70% of design flow)
 PRETREATMENT: (essential strength to level "X")
 1500 Gallon Trash trap/pump tank to Multi-Flow Split tank pump #1
 600 Gallon Multi-flow unit

30 gpm / 22 ft head TREATMENT pump leads to 40 doses per day 12.5 gal/dose (treatment)
 22 feet of 2.0 inch supply line leads to 4 gallons of drainback volume
 16.5 gallons total pump out volume
 33 perc ON (confirm pump rate with drawdown test and adjust as necessary)
 20.5 min OFF
 18 inches from bottom of tank to 110er ON float
 HI level Alarm to be set at 75 % of tank capacity
 UV light req'd

Trined dosing of _____
 (confirm pump rate with drawdown test and adjust as necessary)

DISTRIBUTION:
 1.00 GPM/ft² Soil Loading Rate 600 ft² (code minimum) 600 ft² (design size / LUIS req'd)
 Treatment Level A/B (must match soil boring log)
 20.0 ft (desired bed width, leads to a 30.0 ft. bed length
 (75 maximum)
 3.0 ft lateral spacing 3.0 ft perforation spacing (maximum 3 for beds)
 end feed manifold connection

7 laterals 28.0 feet long 10.0 ports / lateral 20 ports total
 17/2 port means the 1st port starts at the middle feed manifold)
 37.6 inch ports at 1 foot vertical head gpm (0.42 gpm flow rate per perforation
 (if bed has > 1' of cover, increase residual head for drawout req'd)
 for this perf size & spacing, the pipe size on the 1/4" max perforation = 3/4" the #10 must be less -- OK
 4.0 doses per day (4 minimum)
 150 gallons per dose (treatment volume)
 2.00 inch diameter laterals must be used to meet "4 pipe volume" requirement

12 feet of 2.0 inch supply line leads to 2 gallons of drainback volume
 (Typ. "top feed" manifold to control the drainback)
 152 gallons TOTAL pump out volume (treatment + drainback)
 6 feet vertical lift from pump to drainfield laterals, leads to a
 30 GPM @ 12 feet of head, DISTRIBUTAL Pump requirement
 (> 50 gpm may require additional 3-6" head allowance for discharge assembly)
 1500 gal. Dose tank (code minimum) 1500 gal. Dose tank (design size / LUIS req'd) at 20.00 gal
 5.4 inch welling on Demand float, or Trined dosing of 5.1 inches ON (confirm pump rate with drawdown
 (to deliver Average flow, 60% of peak design flow) 9 perc OFF (test and adjust as necessary)

12 inches of from bottom of tank to Pump OFF float
 17 inches from bottom of tank to Pump ON float, or 12 inches to 110er ON float if then closed
 20 inches from bottom of tank to 110 Level float, or 30 inches to 110 Level float if then closed
 940 gallons reserve capacity (after High Level Alarm is activated - demand closed)
 584 elev. 945.0
 80 inches, or 6.67 ft. to Basin or other finishing condition (This must match the soil boring log)
 Treatment zone contains 0 inches OS soil credit and 0 inches SIB soil credit.
 36 inches, or 3.00 ft. of vertical separation required
 leads to bottom of rock no more than: elev. 947.5
 30 inches, or 2.5 ft. below existing grade **CENTRICAL FOR FUTURE CERTIFICATION!!!**

12 inches of rock below the pipe
 2 inches of rock to cover the pipe

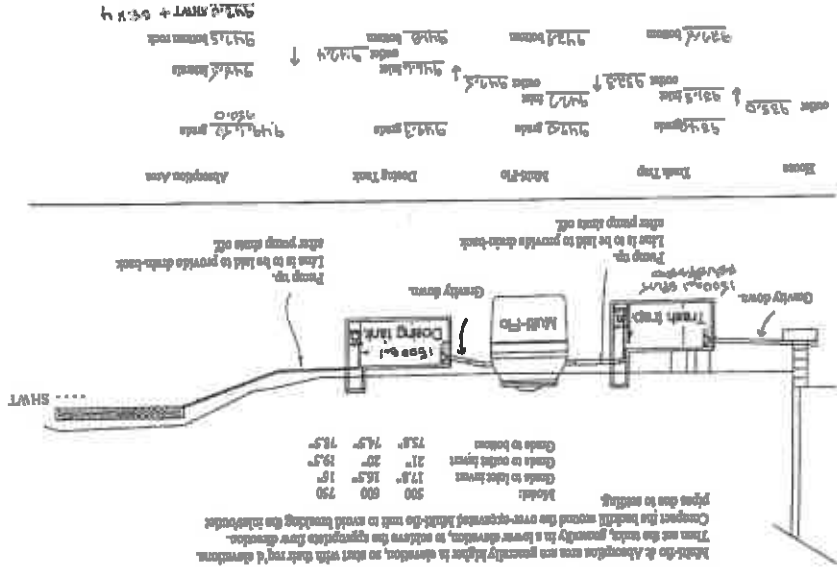
Overall Dimensions: 20.0 ft. wide by 30.0 ft. long Pressure Bed
 Rock Bed materials: 20 ft. by 30.0 ft. by 14 inches total, plus 20% gpm 32 gal' or '1.4' 45 min

I hereby certify that I have completed this work in accordance with applicable ordinances, rules and laws.
 Designer Signature: S.R. KESSIAHO INC. 3914 6/21/2021
 Company: _____ License#: _____ Date: _____

Installer Summary

- PRE-TREATMENT:
 - 1200 gallon trash trap / Multi-flow pump tank
 - 600 gallon Multi-flow unit
 - 22 ft. of 2.0 inch supply line to Multi-Flow
 - 30 gpm @ 22 ft. of head, TREATMENT PUMP 33 sec. ON time 29.5 min OFF time
 - Timer ON float to be set at 18 inches from bottom of tank
 - 18 level alarm to be set at 75 % of tank capacity
- UV light req'd _____ lbs
- DISPOSAL:
 - 1500 gallon Deep tank (minimum) at 20.00 gpd
 - 30 GPM @ 12 ft. of head, DISPOSAL Pump
 - 5.4 inch swing on Demand float or 5.1 jets/minutes ON time & 9 hours OFF time average flow
 - 17 inches from bottom of tank to "pump ON" float, or 12 inches to "timer OFF" float IF time-elapsed
 - 20 inches from bottom of tank to "18 Level" float, or 20 inches to "18 Level" float IF time-elapsed
 - 12 ft. of 2.0 inch supply line with (and feed) _____ manifold connection
 - 7 laterals 2.00 inch diameter 20.0 inch long 3.0 ft. lateral spacing
 - 3/16 inch joints 3.0 ft. perforation spacing
 - 7 clean out & valve box assembly
- Bottom of rock no more than:
 - 30 inches, or 2.5 ft. below existing grade
 - 12 inches of rock below the pipe
- Overall dimensions: 20 ft. wide by 30.0 ft. long pressure lid
- Rock bed materials: 32 gal or 1.4- 45 lbs

Multi-Flow Installer's Elevation Note sheet



ATTACHMENT D Proposed Septic System Documentation

INSPECTOR CHECKLIST - Multi Row - Pressure bed

- 12 Sewflow Lane, North Oaks
- WELL, subcode: 20- 30' to sewer line req'd AWDI pressure test form (5 gal for 15 min)
- 90' to every/thing 100' to estimate with shallow well
- PROPERTY LINES subcode: 10' to every/thing
- Road subcode: 10' prop line, meters & bounds out of road easement, or outer ditch.
- LAKE/ RILLIF subcode: 20' for bluff, Lakes: GO 80 HE Protected wetland
- Building subcode: 10' for every/thing, 20' for disposal area.
- WATER LINE under pressure 40' to bed, tank & sewer line, (size same: (line > 12" below)
- Sewer line & tank connection (no hard 90's, long sweep 90 or 2-45's, slope minimum 1" in 8'-10')
- (no depth req's, clean out every 100', 50' 40 pipe)
- Septic tank and risers (weaver tight risers, baffles, insulate, proper depth, existing verified by pumping)
- mg. 1500 gallons trash trap/float-flow dose tank
- Riser over outlet, riser over inlet or center, and 6" inspection pipe over any remaining baffles.
- 600 gallon float-flow tank UV light req'd No
- Treatment pump 30 gpm 22 head 16.5 gal 33 sec ON 20.5 min OFF
- 22 ft 2 inch supply line
- Diverter: 18 inches from bottom HLA at 75% tank capacity
- Dose tank, risers and piping (weaver tight risers, insulated, proper depth, draftback)
- dose pump 30 gpm 12 head VEERY FLOW CURVE 5.1 min ON 9 hr OFF
- float setting drop 5.4 inches at 20 gal TENSIONED
- 152.0 gal dose divided by gal INSTALLED - inches tank drop (field corrected)
- LABEL, pump requirements and drawings on riser or panel
- Can lock reachable from grade - 20' max. J-hook sweep hole. Supply line access (no hard 90's)
- 2.0 inch supply pipes sealed, sloped 1/8", supported by 4" sch40 sleeve or compacted, and buried 6",
- apply box / control panel / electrical connections
- Bed dimensions 20 X 30.0
- Rock depth below pipe 12 inches
- Rock bottom elevation 30.0 inches from Grade to bottom of rock (max)
- cover depth of 12" VEERY
- 7" laterals (1-2' from edge of rock)
- 2.00" inch pipe size (sch40 pipe & fittings)
- 3.0" R lateral spacing
- 3/16" inch perforations (smaller is ok)
- 3.0 ft perforation spacing
- Air inlet at end of laterals, and at top feed manifold. VEERY
- clean outs (deep bed 2' of head) (no hard 90's) VEERY
- 4" inspection pipe to bottom of rock, anchored
- Abandon existing system if necessary per-Jan existing tank certification
- monitoring plan and type
- well abandonment if necessary

"Type IV - performance"

Monitoring and Maintenance Disclosure

Property address: * 12, Sewflow Lane, North Oaks.

The septic system designed for this site has been classified as a Type IV system and will therefore require ongoing monitoring and maintenance for the life of the system.

It is the owners responsibility to discuss these requirements (as listed on the permit) and their respective intervals and costs with their septic designer and/or maintenance provider.

Monitoring and maintenance may include (but is not limited to):

- Manufacturer required maintenance
- Tank pumping
- Taking Lab samples

It is the owners responsibility to hire an A.P.C.A licensed septic professional to perform this work, and for that professional to submit an annual report to the local Unit of government.

All other long term septic system costs such as repairs and emergency service calls outside of any warranty coverage (if applicable), are outside the scope of this disclosure.

I acknowledge and understand these requirements, and agree to contract a licensed professional to monitor and maintain this system.

Owner Signature _____ Date _____



12 Swallow Lane, North Oaks		Soil Log #2	
Depth (ft)	Texture	Elevation	Depth to SRWT
0-24	Fill soil sandy loam	951.4	>90"
24-28	sandy loam	107R.33	Weak
28-34	loamy medium sand	107R.53	High grade
34-60	medium sand	107R.53	High grade
60-90	medium sand	107R.64	High grade

12 Swallow Lane, North Oaks		Soil Log #3	
Depth (ft)	Texture	Elevation	Depth to SRWT
0-22	Fill soil sandy loam & medium sand	950.8	>90"
22-28	loam	107R.33	Weak
28-34	medium sand	107R.53	Low
34-90	medium sand	107R.53	Loose

I hereby certify this work was completed in accordance with MN 7000 and any local req's.

SK B. SLI
Designer Signature

SP Testing, Inc.
Company

394
License #

Soil Observation Log

www.plaadoffice.com vers 12.4

Owner Information

Property Owner / Project: Streeter Custom Builders Date: 11/24/2020

Property Address / PID: 12 Swallow Lane, North Oaks

Soil Survey Information refer to attached soil survey

Field marks: Tri Outcrops Locations Abutment Organic Barbed

landscape problems: Siltation Shrinkage Soil slips The slope

soil survey map marks: medium sand slope % direction

12 Swallow Lane, North Oaks		Soil Log #1	
Depth (ft)	Texture	Elevation	Depth to SRWT
0-16	Fill soil loam & medium sand	949.4	>90"
16-36	medium sand	107R.53	Loose
36-90	medium sand	107R.64	Loose

ATTACHMENT D Proposed Septic System Documentation

*12 SWALLOW LN.

13-78 ■ SECTION 13: Forms and Reference

UNIVERSITY OF MINNESOTA Septic System Best Management Practices



Septic systems protect human health and the environment by safely recycling wastewater and returning it to the natural environment. It is your job as the homeowner to be sure this happens effectively and safely. As with your car, regular maintenance and attention is needed to keep it operating efficiently in a cost effective manner.

Septic Tank

- Problems:
- Symptoms like three layers: scum (soft flat foam), sludge (soft flat slats), and the liquid.
- The outlet and scum are held until removed by the water.
- The liquid is delivered to the soil treatment area to complete the treatment process.
- If solids are not removed, they can end up in the soil treatment area, causing (often irreparable) damage.
- Problems that increase frequency of pumping: use of garbage disposal, water treatment unit that discharges into the septic system, in-home dryers or other reason that a large number of people are present most of the time, laundry on the 3rd floor, excessive use of water and strong cleaning products.
- Best management practices:
- Tanks need to be evaluated every two to three years and pumped if necessary.
- Never allow a tank to be obtained through the inspection pipe.
- Tanks should only be cleaned through the manhole or maintenance hole.
- Be sure baffles, effluent screen, pumps and other components are inspected when the tank is pumped.
- Insulate the cover and access tightly.
- An efficient screen will prevent most solids from reaching the soil treatment area.
- Never use additives.
- They do not replace good management practices.
- Wastings: NEVER go into a septic tank—there are dangerous gases and no oxygen.
- Do not pour items—troubleshoot the problem.

Soil Treatment Area: Trench or Mound

- Problems:
- Soil organisms destroy pathogens (bacteria, viruses).
- Excessive phosphorus, reduce nitrogen content.
- Biocycle clean water into the soil and ground water.
- Water and nutrients enter the ground water, evaporate through plants, and are used by plants.
- Best management practices:
- Use a vegetative cover (turf grass, native grasses, Kentucky bluegrass, etc.) but do not fertilize, burn or crop-water.
- Keep all vehicles, bikes, snowblowers, etc. off.
- Do not plant trees or shrubs near discharge.
- Inspect for cracks, missing inspection pipe covers.
- Follow practices to prevent freezing, including insulating the entire system if needed.

Household Best Management Practices

- Monitor water use:
- Repair all leaking faucets, toilets, fixtures.
- Change to low flow toilets, shower heads.
- Replace appliances with low water use models.
- Spread water use evenly throughout the day and week.
- Re-use clean water sources: water softener, treatment unit recharges water, high efficiency furnace etc., spray nozzle to separate drainage area.
- Flush toilet after each use.
- The toilet is not a garbage can—nothing should be flushed except human waste and toilet paper.
- Excess medications—return to pharmacy or hand-fill.
- I wash or eliminate drain cloggers too.
- Do not use automatic inlet cleaners, dispensable breakers.
- Do not use enzyme or ammonia based cleaners.
- No hazardous waste, paints, solvents, chemicals. Use disposable paint cans.
- Eliminate or limit use of garbage disposal.
- No chlorine treated water such as from hot tubs.
- Monitor use of anti-bacterial soaps, cleansers.
- Deodorants: measure accurately, use as little as possible.
- Limit use of bleach-based cleansers.

Septage—the solids from the tank are usually land-applied. Limes is added to the truck to destroy pathogens and help control odors. Septic pumps must follow strict guidelines to protect public safety and water quality. Septage disposal is managed by the MN Pollution Control Agency (MPCA) and the Environmental Protection Agency (EPA).

For more information: Order the Septic System Owner's Guide. Call 800-876-8062 or go to http://sep.sepiac.com.
Contact: Department of the University of Minnesota, All Rights Reserved. The University of Minnesota, University of Minnesota Extension, 6577 West 7th Street, St. Paul, MN 55128.
Watershed Protection Program, 6577 West 7th Street, St. Paul, MN 55128.
Watershed Protection Program, 6577 West 7th Street, St. Paul, MN 55128.
Watershed Protection Program, 6577 West 7th Street, St. Paul, MN 55128.
Watershed Protection Program, 6577 West 7th Street, St. Paul, MN 55128.

Table with columns: Depth (ft), Texture, Fragment %, Matrix color, Reduc color, Depth to SHWT, etc. Rows include 0-10, 10-60, 60-80, 80-72, 72-80 and 12 Swallow Lane North Oaks.

I hereby certify this work was completed in accordance with MN 7000 and any local reg's.

Designer Signature: [Signature]
Company: SQ Testing, Inc.
License #: 394



Septic System Management Plan for Below Grade Systems

The goal of a septic system is to protect human health and the environment by properly treating wastewater before returning it to the environment. Your septic system is designed to kill harmful organisms and remove pollutants before the water is recycled back into our lakes, streams and groundwater.

This management plan will identify the operation and maintenance activities necessary to ensure long-term performance of your septic system. Some of these activities must be performed by you, the homeowner. Other tasks must be performed by a licensed septic maintainer or service provider. However, it is YOUR responsibility to make sure all tasks get accomplished in a timely manner.

The University of Minnesota's Septic System Owner's Guide contains additional tips and recommendations designed to extend the effective life of your system and save you money over time.

Proper septic system design, installation, operation and maintenance remain safe and clean water!

Property Owner	
Property Address	113 Seward St, Minneapolis, MN 55415, Property ID
System Designer	Shah Shah, Phone 1-612-987-3226
System Installer	
Service Provider/Maintainer	
Permitting Authority	City of Minneapolis, Phone 612-674-5997
Permits #	DJW Registered

Keep this Management Plan with your Septic System Owner's Guide. The Septic System Owner's Guide includes a folder to hold maintenance records including pumping, inspection and evaluation reports. Ask your septic professional to also:

- Attach permit information, designer drawings and as-builts of your system, if they are available.
- Keep copies of all pumping records and other maintenance and repair invoices with this document.
- Review this document with your maintenance professional as each visit; discuss any changes in product use, activities, or water-use appliances.

For a copy of the Septic System Owner's Guide, call 1-800-476-8236 or go to <http://septic.umn.edu/>

<http://septic.umn.edu>

Version 07/2020



Your Septic System

Septic System Management Plan for Below Grade Systems



Septic System Specifications	
System Type: <input checked="" type="checkbox"/> UV <input type="checkbox"/> UV <input type="checkbox"/> UV <input type="checkbox"/> UV	<input checked="" type="checkbox"/> System is subject to expanding porosity
(Based on NSF Water Chapter 7000.200-2400)	<input type="checkbox"/> System uses UV disinfection unit
	*Additional Minnesota rules/Plat required
Drilling Type	
Number of boreholes: _____	Well depth (ft): _____
System capacity/design flow (gpd): 1500	Cast well casing depth: _____
Anticipated average daily flow (gpd): 1150	Other (specify): _____
Curriculum: _____	Distance from septic (ft): _____
Excavator: _____	Is the well on the design drawing? <input type="checkbox"/> Y <input checked="" type="checkbox"/> N
Septic Tank	
<input checked="" type="checkbox"/> One tank	Septic Tank
Two tanks	Drum tank
<input type="checkbox"/> Tank is constructed of _____	Material: _____
<input type="checkbox"/> Effluent Sump: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Alarm location: _____
	Pump Tank (flow): 1500 gallons
	Effluent Pump submersible: 1/2 HP
	Pump capacity: 30 GPM
	TDH: 10 Feet of head
Soil Treatment Area (STA)	
Thickness: 1000	Soil Treatment Area (STA)
Number of trenches: _____	Curvy distribution: <input checked="" type="checkbox"/> Pressure distribution
STA dia (width x length): 3.0 ft x 30.0 ft	Inspection ports: <input checked="" type="checkbox"/> Comments
Location of additional STAs: _____	Additional STA not available

Homeowner Management Tasks

These operation and maintenance activities are your responsibility. Use the chart on page 6 to track your activities.

Identify the activities intervals recommended by your system designer and your local government. The tank assessment for your system will be the shortest interval of these three intervals. Your pump/installer will determine if your tank needs to be pumped.

System Designer:	check every	24	months
Local Government:	check every	36	months
State Requirement:	check every	36	months

My tank needs to be checked every 24 months

Seasonally or several times per year

- Leak: Check (fuses, box) for leaks in holes and dripping faucets. Repair leaks promptly.
- Surfacing drainage: Regularly check for wet or soggy soil around your soil treatment area. If surfaced drainage or strong odors are not corrected by pumping the tank or fixing broken caps and leaks, call your service professional. *Unretained sewage may make fumes and attract flies.*
- Alarms: Always signal when there is a problem; contact your installer any time the alarm signals.
- Lint filter: If you have a lint filter, check for lint buildup and clean when necessary. Consider adding one after washing machines.
- Effluent screen: If you do not have one, consider having one installed the next time the tank is cleaned.

- Water storage tank: A water tank can be used to monitor your average daily water use. Compare your water usage rate to the design flow of your system (listed on the next page). Contact your septic professional if your average daily flow over the course of a month exceeds 75% of the design flow for your system.
- Caps: Make sure that all caps and lids are intact and in place. Inspect for damaged caps at least every fall. Fix or replace damaged caps before winter to help prevent freezing issues.
- Water conservation devices: See Page 5 for a list of devices. When possible, program the recharge frequency based on water demand (flow) rather than time (days). Recharging too frequently may negatively impact your septic system.
- Review your water usage rate. Review the Water Use Applications chart on Page 5. Discuss any major changes with your pump/installer.

- Permitting each visit by a pump/installer
- Ask if your pump/installer is licensed in Minnesota.
- Make sure that your pump/installer services the tank through the manhole (NOT through a 4" or 6" diameter inspection port.)
- Ask your pump/installer to accomplish the tasks listed on the Professional Tasks on Page 4.

Professional Management Tasks

These are the operation and maintenance activities that a pump/installer performs to help ensure long-term performance of your system. Professionals should refer to the O&M Manual for detailed checklist for tank pumps, alarms and other components. Call 800-322-9642 for more details.

- Written record provided to homeowner after each visit.
- Review the Water Use Applications Chart on Page 5 with homeowner. Discuss any changes in water use and the impact those changes may have on the septic system.
- Review water usage meter (if available) with homeowner.

Septic Tank/Pump Tanks

- Manhole lid: A cover is recommended if the lid is not accessible from the ground surface. Install a riser cover for final protection.
- Liquid level: Check to make sure the tank is not leaking. The liquid level should be level with the bottom of the outlet pipe. (If the water level is below the bottom of the outlet pipe, the tank may not be vented. If the water level is higher than the bottom of the outlet pipe of the tank, the effluent concern may need cleaning, or there may be ponding in the drainfield.)
- Inspection pipes: Replace damaged caps.
- Flags: Check to make sure they are in place and attached, and that identification baffles are clear of buildup or obstructions.
- Effluent screen: Check to make sure it is in place, clean per manufacturer recommendation. Reconnect unsecured installation if one is not present.
- Alarm: Verify that the alarm works.
- Scum and sludge: Measure scum and sludge in each compartment of each septic and pump tank, pump if needed.

Pump

- Pump and control: Check to make sure the pump and controls are operating correctly.
- Pump seal: Check to make sure it is in place, clean per manufacturer recommendation.
- Alarm: Verify that the alarm works.
- Dashboard: Check to make sure it is operating properly.
- Power source or run time: Check to see if there is an exact counter or run time log for the pump. If there is one, calculate the water usage rate and compare to the multipoint average daily flow listed on Page 2.

Soil Treatment Area

- Inspection pipes: Check to make sure they are properly sealed. Replace caps that are damaged.
- Drainage of effluent: Check for surfaced effluent or other signs of problems.
- Grassy trenches and beds: Check the number of grassy trenches with ponded effluent. Identify the percentage of the system in use. Determine if action is needed.
- Pumpers, leachate and beds - lateral flow: Check lateral distribution; if elements exist, flush and clean as needed.

All other components – inspect as listed here:



Appliance	Impacts on System	Management Tips
Garbage disposal	<ul style="list-style-type: none"> Uses additional water. Adds solids to the tank. Finely-ground solids may not settle. Unsettled solids can clog the tank and enter the soil treatment area. 	<ul style="list-style-type: none"> Use of a garbage disposal is not recommended. Minimize garbage disposal use. Compost instead. To prevent solids from clogging the tank, have your tank pumped more frequently. Add an effluent screen to your tank.
Washing machines	<ul style="list-style-type: none"> Washing several loads on one day uses a lot of water and may overload your system. Overloading your system may prevent solids from settling out in the tank. Unsettled solids can clog the tank and enter the soil treatment area. 	<ul style="list-style-type: none"> Choose a front-loader or water-saving top-loader. Front loaders use less water than older models. Limit the addition of detergent to your tank by using liquid or easily biodegradable detergent. Install a fine filter after the water and an effluent screen to your tank. Wash only full loads. Think green – spread your laundry loads throughout the week.
2 nd floor laundry	<ul style="list-style-type: none"> The rapid speed of water entering the tank may reduce performance. 	<ul style="list-style-type: none"> Be sure that you have adequate tank capacity.
Dishwasher	<ul style="list-style-type: none"> Prevalent model high-temperature dishwashers can negatively impact the performance of your tank and soil treatment area. New models promote “no scalding”. They have a garbage disposal tank. 	<ul style="list-style-type: none"> Use gel detergent. Prevalent detergent may add solids to the tank. Use detergent that use less or no-phosphate. Wash only full loads. Be sure your dishes are pre-rinsed to help unplug the intake vent of your septic system.
Clothes pump (in basement)	<ul style="list-style-type: none"> Finely-ground solids may not settle. Unsettled solids can clog the tank and enter the soil treatment area. 	<ul style="list-style-type: none"> Expand tank capacity by a factor of 1.5. Install pump monitoring in your maintenance schedule to ensure that it is working properly. Add an effluent screen.
Large tubs (whirlpools)	<ul style="list-style-type: none"> Large volume of water may overload your system. Heavy use of both cold and pump can impact biological activity in your tank and soil treatment area. 	<ul style="list-style-type: none"> Avoid using other water-use appliances at the same time. For example, don't wash clothes and take a bath at the same time. Use only, soap, and detergent in the tank or shower sparingly.
Clean Water Uses	<ul style="list-style-type: none"> High-efficiency fixtures during cold weather. 	<ul style="list-style-type: none"> Run-cold water into a empty pail or directly out of the house. Do not run hot water discharge to your septic system.
Water softener	<ul style="list-style-type: none"> Salt in exchange water may affect system performance. 	<ul style="list-style-type: none"> These systems produce water that is not average and should not go into your septic system.
Reverse osmosis	<ul style="list-style-type: none"> Reverse water may hydraulically overload the system. 	<ul style="list-style-type: none"> Reverse water from these sources to another outlet, such as a dry well, discharge or cold water tank. When purchasing, consider using a demand-based recharge vs. a time-based recharge.
Reverse osmosis	<ul style="list-style-type: none"> Water from these sources will likely overload the system. 	<ul style="list-style-type: none"> Check valves to ensure proper operation; have well serviced per manufacturer's guidelines

13-82 ■ SECTION 13: Forms and References



Maintenance Log

Track maintenance activities here for easy reference. See the Management section on page 3 and 4.

Activity	Date accomplished
Check frequency:	
Leak: check for plumbing leaks	
Soil treatment area: check for settling	
Line filter: check, clean if needed	
Effluent screen: if cover-submerged	
Check manually:	
Water pump rate (monitor frequency)	
Caps: inspect, replace if needed	
Water use appliances – review use	
Other:	

Name: SERGEY KISHINOV PHONE: 612-345-1234
 ADDRESS: 55555 5TH AVE S, MINNEAPOLIS, MN 55412
 Mailing/facsimile address please: 55555 5TH AVE S, MINNEAPOLIS, MN 55412
 DO NOT WRITE IN THESE SPACES. THESE SPACES ARE RESERVED FOR RECORDS.

As the owner of this plan, I understand it is my responsibility to properly operate and maintain the septic treatment system on this property, utilizing the Management Plan. If compliance in this regard is not achieved, the University of Minnesota may be required to take action to protect the community's water resources. I agree to indemnify and hold the University of Minnesota harmless from and against all claims, damages, and expenses, including reasonable attorneys' fees, that may be incurred by the University of Minnesota as a result of my failure to do so.

Project Owner Signature: _____ Date: _____
 Management Plan Prepared By: SERGEY KISHINOV Certification # 1623 10/15/19
 Permitting Authority: _____

Small Print: The University of Minnesota is not responsible for any damage to property or equipment caused by the use of this plan. The University of Minnesota is not responsible for any damage to property or equipment caused by the use of this plan. The University of Minnesota is not responsible for any damage to property or equipment caused by the use of this plan. The University of Minnesota is not responsible for any damage to property or equipment caused by the use of this plan.



Orange shaded region represents a zone extending 25' beyond the face of the proposed residence



The only portion of the home (not including driveways) that is outside of the 25' offset from the home is a small portion of the pool and landscape walls. A review by the excavator suggests this area will require 71 CY of disturbed earth

1 300 Feet

AD2





1 Site Plan

PROJECT: [illegible]
 ARCHITECT: [illegible]
 DATE: [illegible]
 SCALE: [illegible]
 SHEET: A02

July 16, 2021
VARIANCE 21-9
Phillips-Shah Residence
12 Swallow Lane
North Oaks, MN 55127
RSL Zoning

Date Application Determined Complete: July 16, 2021
Planning Commission Meeting Date July 27, 2021
City Council Meeting Date:
120 Day Review Date:

Description of Request

The applicant is requesting a variance to install a primary sub-surface sewage treatment system (SSTS), which would encroach 4 feet into the required 30 foot north property line setback, a variance for the future SSTS to encroach 30 feet into the required 30 foot north property line setback, and a variance of 4,400 square feet from the required 5,000 square foot areas for both the primary and future SSTS's.

The applicable regulations are as follows:

§ 151.050 RSL - RESIDENTIAL SINGLE-FAMILY LOW DENSITY DISTRICT.

(F) Setbacks.

(1) No building or structure (except fences, screening, planting strips, and landscaping in compliance with Sections 151.033 and 151.034), individual sewage treatment system, or well shall be located within thirty (30) feet of the lot lines, the nearest edge of any road easement(s), or any wetland(s), except that additions which do not exceed twenty five (25) percent of the existing building footprint area, on buildings or structures lawfully existing upon the effective date of this chapter shall be excluded from wetland setback requirements.

§ 51.02 GENERAL PROVISIONS

(5) Site Evaluation, System Design, Construction, Inspection, and Servicing

(a) At the time of subdivision, development, or redevelopment, the developer of each lot, which will not be serviced by municipal sanitary sewer, shall identify 2 sites, each 5,000 square feet in size, for the purpose of sewage treatment and dispersal. These sites, as identified by the developer, shall be protected from all future encroachment by any improvements, construction, or other activities that may result in compaction or disturbance of soil on the site, other than the installation of a sewage treatment system.

Staff Review

This property had been previously developed and the re-construction of the house will be in the same vicinity as the existing house. The area available for the installation of a replacement and future system is severely limited due to water supply wells, structures, impervious areas, steep slopes, drainage ways, and property lines. This area appears to be the only viable location for the primary and future SSTS's. Based on these facts, it is the staff's opinion that the applicant has met the requirements for a variance as outlined in Section 151.078 of the code. This is a hardship created by the property itself and not the result of actions of the property owner. If the property owner chose not to re-construct the house, the same setback variances would still be required; the variances from the required square footage would not be required. Additionally, this work will eliminate a non-compliant cesspool system. We are in agreement with the designer, Steve Schirmers, that the proposed location of the SSTS's appears to be the most viable location for a primary and secondary SSTS. This would be the minimum variance, which would alleviate the practical difficulties.

Action Requested

That the Planning Commission make a recommendation to the City Council to approve or deny Variance #21-9 to allow the primary SSTS to encroach 4 feet into the required 30 foot north property line setback, to allow the secondary SSTS to encroach 30 feet into the north property line set-back, and allow a 600 square foot area for a primary SSTS and the secondary SSTS.

Motions

Motion to Approve

MOTION _____ SECOND _____

That Variance #21-9, for 12 Swallow Lane:

be APPROVED with the following conditions:

1. Completion date 365 days after approval
2. Primary and future SSTS's to be located per the design dated July 24, 2021 by Steve Schirmers.

Motion to Deny

MOTION _____ SECOND _____

That Variance #21-9, for 12 Swallow Lane:

be DENIED with the following findings:

- 1.

2.