



**CITY COUNCIL MEETING AGENDA**  
**Monday, October 25, 2021**  
**5:00 PM**

**CALL TO ORDER:** Pursuant to due notice and call thereof, a Regular meeting of the Grand Rapids City Council will be held on Monday, October 25, 2021 at 5:00 PM in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

**CALL OF ROLL:**

**PRESENTATIONS/PROCLAMATIONS:**

1. Domestic Violence Awareness Month Proclamation

**PUBLIC FORUM:**

**COUNCIL REPORTS:**

**APPROVAL OF MINUTES:**

2. Approve minutes for Monday, October 11, 2021 Worksession and Regular meetings.

**VERIFIED CLAIMS:**

3. Consider approving the verified claims for the period October 5, 2021 to October 18, 2021 in the total amount of \$2,669,449.99.

**ACKNOWLEDGE MINUTES FOR BOARDS AND COMMISSIONS:**

4. Review and acknowledge minutes for the following Boards & Commissions:

September 9, 2021 GREDA Minutes

September 8, 2021 Library Board Minutes

May 6, 2021 & June 3, 2021 Planning Commission Minutes

August 11, 2021 & August 24, 2021 PUC Minutes

September 22, 2021 Golf Board Minutes

CONSENT AGENDA:

- [5.](#) Approve annual liquor licenses for 2022
- [6.](#) Accept the resignation of John O’Leary from the Grand Rapids Economic Development Authority
- [7.](#) Accept resignation of Glen Hodgson from the Human Rights Commission
- [8.](#) Consider approval of a quitclaim deed transferring title of parcel numbers 91-555-0910 and 91-420-0510 to the Grand Rapids Economic Development Authority (GREDA).
- [9.](#) Adopt a resolution amending the City Wide fee schedule to include fees for Rental Code Ordinance
- [10.](#) Consider approving a resolution committing \$77,071 from the Permanent Improvement Revolving Fund for the Grand Rapids/Cohasset Industrial Park Infrastructure Project.
- [11.](#) Consider a request by the police department to apply and accept a grant from AAA- The Auto Club Group in the amount of \$1200.00, and consider adopting a resolution to accept the same.
- [12.](#) Consider adopting a resolution accepting a bench donation from the Reisinger Family in honor of Ken Reisinger.
- [13.](#) Consider donating playground equipment to the Itasca Family YMCA.
- [14.](#) Consider approving a resolution authorizing City staff to obtain easements related to CP 2003-18, 21<sup>st</sup> Street SW Extension.
- [15.](#) Approve Public Works Part-Time Winter Maintenance Eligibility List
- [16.](#) Consider the renewal of the Group Vision Care Plan through Avesis.
- [17.](#) Consider a request by the police department to donate 17- X26 Tasers to the Hibbing Community College law enforcement program.
- [18.](#) Consider approving the continuation of general liability insurance through the League of Minnesota Cities Insurance Trust for calendar year 2022.
- [19.](#) Consider waiving the statutory liability to the extent of the coverage purchased.

SET REGULAR AGENDA:

COMMUNITY DEVELOPMENT:

- [20.](#) Consider approval of the preliminary plat of Hawkinson Commercial Development.

GOLF:

- [21.](#) Consider accepting quote for Golf Course Maintenance Building restoration/repair

PUBLIC HEARINGS: (scheduled to begin no earlier than 5:30 PM)

22. Conduct a Public Hearing to consider the adoption of an Ordinance amending Article VI Zoning within Chapter 30 Land Development Regulations by adding the *Automotive/Recreational Vehicle (Repair/Service)* use, as a use permitted with restrictions, within the CBD (Central Business District) zoning district.

COMMUNITY DEVELOPMENT:

23. Consider the recommendation of the Planning Commission regarding the adoption of an ordinance, adding the *Automotive/Recreational Vehicle (Repair/Service)* use, as a use permitted with restrictions, within the CBD (Central Business District) zoning district.

PUBLIC HEARINGS: (scheduled to begin no earlier than 5:30 PM)

24. Conduct a Public Hearing to consider the rezoning of 8.68 acres of land from R-1 (One-Family Residential) to R-4 (Multiple-family Residential- high density).

COMMUNITY DEVELOPMENT:

25. Consider the recommendation of the Planning Commission regarding adoption of an ordinance, amending the Official Zoning Map, by rezoning 8.68 acres of land from R-1 (One-Family Residential) to R-4 (Multiple-family Residential- high density).

PUBLIC HEARINGS: (scheduled to begin no earlier than 5:30 PM)

26. Consider conducting a public hearing for final special assessments related to CP 2021-2, 5<sup>th</sup> Street SW Reconstruction.

ENGINEERING PUBLIC WORKS:

27. Consider approving a resolution adopting final special assessments related to CP 2021-2, 5<sup>th</sup> Street SW Reconstruction.

ADJOURNMENT:

NEXT REGULAR MEETING IS SCHEDULED FOR NOVEMBER 8, 2021 AT 5:00 PM

Hearing Assistance Available: This facility is equipped with a hearing assistance system.

MEETING PROTOCOL POLICY: Please be aware that the Council has adopted a Meeting Protocol Policy which informs attendees of the Council's desire to conduct all City meetings in an orderly manner which welcomes all civil input from citizens and interested parties. If you are unaware of the policy, copies (orange color) are available in the wall file by the Council entrance.

ATTEST: Kimberly Gibeau, City Clerk

# Proclamation

Item 1.

## Domestic Violence Awareness Month October 2021

WHEREAS, domestic violence is one person using a pattern of controlling behavior against another person in a relationship; and

WHEREAS, all victims should be able to access help and support regardless of race, class, gender, or sexual orientation; and

WHEREAS, Advocates for Family Peace served over 400 survivors of domestic violence and their children in Grand Rapids, Minnesota and surrounding communities in 2021, providing confidential and free services twenty-four hours a day; and

WHEREAS, the number of families experiencing domestic violence increased significantly during Covid-19, causing additional hardship for families already suffering; and

WHEREAS, businesses, organizations, and churches all play a powerful role in supporting survivors of domestic violence, helping them to find safety and security; and

WHEREAS, domestic violence impacts all of us. Every community member should have a right to a safe home free of violence; and

WHEREAS, Grand Rapids, Minnesota residents can overcome domestic violence by supporting survivors seeking help, making the community safer for all.

NOW THEREFORE, BE IT RESOLVED, that I, Dale Christy, Mayor of the City of Grand Rapids, do hereby proclaim October 2021 as Domestic Violence Awareness Month and urge all community members to work together to end domestic violence.

IN WITNESS WHEREOF, I have hereto subscribed my name and the seal of the City of Grand Rapids, Minnesota, this 25<sup>th</sup> day of October, Two thousand twenty-one.

---

Dale Christy, Mayor  
City of Grand Rapids



CITY OF  
**GRAND RAPIDS**  
 IT'S IN MINNESOTA'S NATURE

**CITY COUNCIL WORKSESSION MINUTES**  
**Monday, October 11, 2021**  
**4:00 PM**

Mayor Christy called the meeting to order at 4:03 PM.

ROLL CALL:

PRESENT: Mayor Dale Christy, Councilor Dale Adams, Councilor Michelle Toven, Councilor Tasha Connelly. ABSENT: Councilor Rick Blake.

Staff present: Tom Pagel, Chad Sterle, Rob Mattei, Steve Schaar

BUSINESS:

1. Human Rights Update

Angie Erickson and Lea Friesen, HR Commissioners provided overview for Council on activities in 2020/21. Reviewed proposed work plan for 2022. Noted Indigenous People's Day activities scheduled for 5:00 pm today on Central School grounds.

2. Autonomous Vehicle Project Update

Representatives from May Mobility provided update on project status. Provided suggested shuttle route and stops, discussing plans and areas chosen. Moving forward, public engagement is key. Complete MN DOT Contracting, receive community feedback, and prepare for job postings.

REVIEW OF REGULAR AGENDA:

Upon review, no changes or additions are noted.

There being no further business, the meeting adjourned at 4:51 PM.

Respectfully submitted:

*Kimberly Gibeau*  
 Kimberly Gibeau, City Clerk



CITY OF  
**GRAND RAPIDS**  
 IT'S IN MINNESOTA'S NATURE

## CITY COUNCIL MEETING MINUTES

Monday, October 11, 2021

5:00 PM

Mayor Christy called the meeting to order at 5:00 PM.

### CALL OF ROLL:

PRESENT: Mayor Dale Christy, Councilor Dale Adams, Councilor Michelle Toven, Councilor Tasha Connelly. ABSENT: Councilor Rick Blake

### PRESENTATIONS/PROCLAMATIONS:

1. Mayor Christy conducted Oath of office for Sergeant Jeremy Nelson, Sergeant Matt O'Rourke and Police Officer Janell Hecimovich.
2. Mayor Christy read the Indigenous People's Day Resolution into the record.

PUBLIC FORUM: Mayor Christy opened the public forum. No members of the public approach the Council.

COUNCIL REPORTS: Councilor Toven provides overview from HRA tour of Grand Rapids properties. Mayor Christy discussed success of ribbon cutting and open house event at the new Fire Hall. Councilor Adams states that demolition of the Rainbow Hotel in LaPrairie has begun.

### APPROVAL OF MINUTES:

3. Review and approve minutes for September 27, 2021 Worksession and Regular meetings. Motion made by Councilor Adams, Seconded by Councilor Toven to approve Council minutes as presented. Voting Yea: Mayor Christy, Councilor Adams, Councilor Toven, Councilor Connelly. Motion passed by unanimous vote.

### VERIFIED CLAIMS:

4. Approve the verified claims for the period September 21, 2021 to October 4, 2021 in the total amount of \$703,274.65.

Motion made by Councilor Toven, Seconded by Councilor Connelly to approve the verified claims as presented. Voting Yea: Mayor Christy, Councilor Adams, Councilor Toven, Councilor Connelly. Motion passed by roll call vote.

## CONSENT AGENDA:

5. Approve Cassidy Alleman as seasonal employee at the Golf Course.
6. Void Lost Payroll Check and Issue a Replacement Check
7. Consider approving a resolution accepting a grant from the State of Minnesota for the GPZ Apron Lighting project ADOPTED RESOLUTION 21-89
8. Consider approval of Pierringer Release with Carol Kolu
9. Consider hiring two part-time Hospital Security Officers.
10. Consider approving a quote from Casper Construction for storm basin cleaning
11. Consider approving a temporary and permanent easement from James and Cheryl Stawnychy related to CP 2003-18, 21st Street SW Extension project and authorize payment.
12. Adopt a resolution approving LG214 Premises Permit Application for VFW Post 1720 ADOPTED RESOLUTION 21-90
13. Consider Hiring Part-Time employees at the IRA Civic Center
14. Consider a letter of support for Visit Grand Rapids
15. Consider accepting proposal for Agent of Record
16. Consider approving a resolution accepting cash the donation of four 24” Bikes for a total donation of \$541.20 from ICS, for the Fire Department Open House on October 5, 2021. ADOPTED RESOLUTION 21-91
17. Approve amended guidelines for Mayor’s Arts Award
18. Consider Purchase of Body/Car Cameras and Tasers

Motion made by Councilor Connelly, Seconded by Councilor Adams to approve the consent agenda as presented. Voting Yea: Mayor Christy, Councilor Adams, Councilor Toven, Councilor Connelly. Motion passed by roll call vote.

SET REGULAR AGENDA: No items.

ADJOURNMENT: There being no further business, the meeting adjourned at 5:17 PM.

Respectfully submitted:

*Kimberly Gibeau*  
Kimberly Gibeau, City Clerk

ITEM # \_\_\_\_\_



## REQUEST FOR CITY COUNCIL CONSIDERATION

**AGENDA DATE:** October 25, 2021  
**AGENDA ITEM:** Consider approving the verified claims for the period October 5, 2021 to October 18, 2021 in the total amount of \$2,669,449.99.  
**PREPARED BY:** Laura Pfeifer

---

**BACKGROUND:**  
N/A

**ATTACHMENTS:**  
October 25, 2021 Council Bill List

**REQUESTED COUNCIL ACTION:**

Make a motion approving the verified claims for the period October 5, 2021 to October 18, 2021 in the total amount of \$2,669,449.99.



DATE: 10/21/2021  
 TIME: 08:42:13  
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 10/25/2021

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
CITY WIDE		
1205250	LEFTYS TENT & PARTY RENTAL	83.91
1309161	MINNESOTA COMMERCE DEPARTMENT	4.58
1915248	SHI INTERNATIONAL CORP	1,395.62
T001393	DAKOTA OTHOUDT	150.00
T001394	STEPHANIE WEEK	300.00
	TOTAL CITY WIDE	1,934.11
ADMINISTRATION		
0718060	GRAND RAPIDS HERALD REVIEW	420.00
1215630	LOREN SOLBERG CONSULTING, LLC	1,600.00
1301020	MADDEN GALANTER HANSEN, LLP	663.00
1321525	MUNICODE	6,325.00
	TOTAL ADMINISTRATION	9,008.00
BUILDING SAFETY DIVISION		
0221650	BURGGRAF'S ACE HARDWARE	16.74
0612550	FLOOR TO CEILING STORE	11,779.58
0701650	GARTNER REFRIGERATION CO	1,160.06
0920060	ITASCA COUNTY TREASURER	211.17
1821700	MICHAEL RUSSELL	725.00
1901535	SANDSTROM'S INC	82.16
	TOTAL BUILDING SAFETY DIVISION	13,974.71
COMMUNITY DEVELOPMENT		
0809120	HIBBING DAILY TRIBUNE	81.78
0920060	ITASCA COUNTY TREASURER	110.94
	TOTAL COMMUNITY DEVELOPMENT	192.72
COUNCIL/COMMISSION/BOARDS		
2018225	TREASURE BAY PRINTING	216.00
	TOTAL COUNCIL/COMMISSION/BOARDS	216.00
FIRE		
0121721	AUTO VALUE - GRAND RAPIDS	49.26
0205725	BETZ EXTINGUISHER COMPANY	80.00
0218350	BRIER CLOTHING	29.95

DATE: 10/21/2021  
 TIME: 08:42:13  
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

PAGE: 2

INVOICES DUE ON/BEFORE 10/25/2021

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
FIRE		
0601690	FASTENAL COMPANY	220.43
0609685	FIREMEN'S RELIEF ASSOCIATION	159.00
0920060	ITASCA COUNTY TREASURER	40.53
1200500	L&M SUPPLY	209.83
1309090	SUPERONE FOODS NORTH	352.36
1415030	NAPA SUPPLY OF GRAND RAPIDS	37.99
1901535	SANDSTROM'S INC	617.96
	TOTAL FIRE	1,797.31
PUBLIC WORKS		
0100046	ASV HOLDINGS INC	253.01
0113240	AMERICAN PUBLIC WORKS ASSOC	450.00
0201650	BARGEN INC	33,180.00
0221650	BURGGRAF'S ACE HARDWARE	53.94
0315455	COLE HARDWARE INC	250.58
0315481	CAR, INC	8,312.50
0318900	CRYSTEEL TRUCK EQUIPMENT INC	8,906.93
0401420	DAKOTA FLUID POWER, INC	159.78
0401804	DAVIS OIL INC	1,183.39
0518366	ERICKSON'S ITASCA LUMBER INC	507.60
0601690	FASTENAL COMPANY	1,097.76
0801825	HAWKINSON CONSTRUCTION CO INC	50,170.00
0801836	HAWKINSON SAND & GRAVEL	94.82
0920060	ITASCA COUNTY TREASURER	1,112.30
1200500	L&M SUPPLY	164.35
1201730	LATVALA LUMBER COMPANY INC.	840.73
1205110	LEASE LANDSCAPING INC	699.15
1415545	NORTHLAND LAWN & SPORT, LLC	8.73
1503150	OCCUPATIONAL DEVELOPMENT CTR	1,705.00
1621125	PUBLIC UTILITIES COMMISSION	8,411.63
1801615	RAPIDS WELDING SUPPLY INC	17.70
1900225	SEH	260.00
1903341	SCHWARTZ REDI-MIX INC	1,432.50
2015555	TOONSTRA PSYCHOLOGICAL SERVICE	350.00
2018560	TROUT ENTERPRISES INC	250.00
2209421	VIKING ELECTRIC SUPPLY INC	851.87
2305453	WESCO RECEIVABLES CORP	1,032.00
T001386	CAROL OLSON	2,371.00
	TOTAL PUBLIC WORKS	124,127.27
POLICE		
0218350	BRIER CLOTHING	12.00

DATE: 10/21/2021  
 TIME: 08:42:13  
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

PAGE: 3

INVOICES DUE ON/BEFORE 10/25/2021

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
POLICE		
0221650	BURGGRAF'S ACE HARDWARE	17.98
0514200	ESC SYSTEMS SOUND & LIFE SAFE	880.80
0718195	GREAT ENGRAVINGS	12.00
0920060	ITASCA COUNTY TREASURER	3,217.16
1305065	MEDTOX LABORATORIES INC	24.85
1309167	MN BUREAU OF CRIMINAL	390.00
1309332	MN STATE RETIREMENT SYSTEM	1,634.62
1800149	RCB COLLECTIONS	100.00
1920233	STREICHER'S INC	1,137.02
2018225	TREASURE BAY PRINTING	168.00
	TOTAL POLICE	7,594.43
CENTRAL SCHOOL		
0218745	ASHLEY BRUBAKER	321.50
0718010	CITY OF GRAND RAPIDS	4,500.00
1801555	RAPID PEST CONTROL INC	63.25
1901535	SANDSTROM'S INC	36.19
	TOTAL	4,920.94
AIRPORT		
0112100	ALAMO GROUP COMPANY	189.60
0114200	ANDERSON GLASS	225.00
0221650	BURGGRAF'S ACE HARDWARE	15.98
0315455	COLE HARDWARE INC	90.86
0401804	DAVIS OIL INC	55.00
0920060	ITASCA COUNTY TREASURER	127.66
1621125	PUBLIC UTILITIES COMMISSION	582.00
2209421	VIKING ELECTRIC SUPPLY INC	95.50
	TOTAL	1,381.60
CIVIC CENTER		
GENERAL ADMINISTRATION		
0221650	BURGGRAF'S ACE HARDWARE	110.28
0718010	CITY OF GRAND RAPIDS	96.50
0718105	GRAYBAR ELECTRIC COMPANY INC	8.10
0805640	HERC-U-LIFT INC	310.40
0920060	ITASCA COUNTY TREASURER	48.13
1200500	L&M SUPPLY	251.72

DATE: 10/21/2021  
 TIME: 08:42:13  
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

PAGE: 4

INVOICES DUE ON/BEFORE 10/25/2021

VENDOR #	NAME	AMOUNT DUE
CIVIC CENTER		
GENERAL ADMINISTRATION		
1415481	NORTHERN DOOR & HARDWARE INC	78.00
1801610	RAPIDS PLUMBING & HEATING INC	8,415.00
TOTAL GENERAL ADMINISTRATION		9,318.13
STATE HAZ-MAT RESPONSE TEAM		
ST HAZ-MAT TERRORISM GRANT		
0920060	ITASCA COUNTY TREASURER	51.93
TOTAL ST HAZ-MAT TERRORISM GRANT		51.93
CEMETERY		
0401804	DAVIS OIL INC	1,062.27
0920060	ITASCA COUNTY TREASURER	55.73
1200500	L&M SUPPLY	3.99
1301213	MARTIN'S SNOWPLOW & EQUIP	23.74
1415545	NORTHLAND LAWN & SPORT, LLC	101.44
TOTAL		1,247.17
DOMESTIC ANIMAL CONTROL FAC		
0920060	ITASCA COUNTY TREASURER	159.83
TOTAL		159.83
GENERAL CAPITAL IMPRV PROJECTS		
2022-1 HIGHWAY 2 LIGHTING		
1900225	SEH	985.60
TOTAL 2022-1 HIGHWAY 2 LIGHTING		985.60
CAPITAL EQPT REPLACEMENT FUND		
CAPITAL OUTLAY-POLICE		
0513233	EMERGENCY AUTOMOTIVE TECH INC	1,955.00
1920150	STATT LLC	255.00
TOTAL CAPITAL OUTLAY-POLICE		2,210.00

DATE: 10/21/2021  
 TIME: 08:42:13  
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

PAGE: 5

INVOICES DUE ON/BEFORE 10/25/2021

VENDOR #	NAME	AMOUNT DUE
AIRPORT CAPITAL IMPRV PROJECTS		
RUNWAY 16/34 RECONSTRUCTION		
0801825	HAWKINSON CONSTRUCTION CO INC	1,816,322.37
1900225	SEH	124,775.00
TOTAL RUNWAY 16/34 RECONSTRUCTION		1,941,097.37
2021 INFRASTRUCTURE BONDS		
CP2020/FD-1 NEW FIRE HALL		
0100024	A-Z ELECTRIC INC	12,594.32
1908090	SHANNON'S INC	2,710.81
TOTAL CP2020/FD-1 NEW FIRE HALL		15,305.13
CP 2021-2 5TH STREET SW		
1900225	SEH	849.64
TOTAL CP 2021-2 5TH STREET SW		849.64
2015-3 HIGHWAY 2 WEST TRAIL		
1900225	SEH	2,264.40
TOTAL 2015-3 HIGHWAY 2 WEST TRAIL		2,264.40
CIVIC CENTER CAPITAL IMP PJT		
IRA CIVIC CENTER RENOVATION		
0918550	IRON OAKES FENCE, LLC	11,628.00
TOTAL IRA CIVIC CENTER RENOVATION		11,628.00
2022 INFRASTRUCTURE/ARPA		
21ST STREET IMPROVEMENTS		
1900225	SEH	7,243.00
TOTAL 21ST STREET IMPROVEMENTS		7,243.00
STORM WATER UTILITY		
0221650	BURGGRAF'S ACE HARDWARE	48.55
0401804	DAVIS OIL INC	2,844.93
0801825	HAWKINSON CONSTRUCTION CO INC	5,330.00
0920060	ITASCA COUNTY TREASURER	384.52

DATE: 10/21/2021  
 TIME: 08:42:13  
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

PAGE: 6

INVOICES DUE ON/BEFORE 10/25/2021

VENDOR #	NAME	AMOUNT DUE
STORM WATER UTILITY		
1900225	SEH	3,150.00
2000522	TNT CONSTRUCTION GROUP, LLC	4,062.00
2018560	TROUT ENTERPRISES INC	150.00
TOTAL		\$15,970.00
TOTAL UNPAID TO BE APPROVED IN THE SUM OF:		\$2,173,477.99
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0100053	AT&T MOBILITY	3,928.42
0205640	LEAGUE OF MN CITIES INS TRUST	804.70
0305530	CENTURYLINK QC	259.00
0315454	TRAVIS COLE	102.00
0315543	CONSTELLATION NEWENERGY -GAS	355.63
0605191	FIDELITY SECURITY LIFE	107.71
0701505	JEREMY GAMBILL	102.00
0717988	SHAWN GRAEBER	114.00
0718015	GRAND RAPIDS CITY PAYROLL	270,928.77
0718070	GRAND RAPIDS STATE BANK	898.06
0801820	HAWK CONSTRUCTION INC	10,000.00
0815440	HOLIDAY STATIONSTORES LLC	154.00
0920055	ITASCA COUNTY RECORDER	148.00
1121695	LANCE KUSCHEL	102.00
1209516	LINCOLN NATIONAL LIFE	1,914.99
1301146	MARCO TECHNOLOGIES, LLC	1,145.87
1305046	MEDIACOM LLC	136.90
1309098	MINNESOTA MN IT SERVICES	453.21
1309266	MN DEPT OF LABOR & INDUSTRY	100.00
1309274	MN MUNICIPAL UTILITIES ASSOC	558.00
1309332	MN STATE RETIREMENT SYSTEM	2,424.00
1401265	NATIONAL STORMWATER CENTER	2,172.00
1405850	NEXTERA COMMUNICATIONS LLC	453.69
1516220	OPERATING ENGINEERS LOCAL #49	109,047.00
1601750	PAUL BUNYAN COMMUNICATIONS	668.05
1606225	LAURA PFEIFER	191.52
1621130	P.U.C.	26,876.26
2000100	TASC	30.60
2000490	TDS Metrocom	572.49
2018555	CHAD TROUMBLY	286.80
2100265	U.S. BANK	1,000.00
2209665	VISA	4,680.69
2209705	VISIT GRAND RAPIDS INC	50,694.14
2301700	WM CORPORATE SERVICES, INC	2,519.37
2305825	WEX INC	822.83
T000520	MAASCH CONSTRUCTION INC	500.00
T001384	LUXE SALON	220.00

DATE: 10/21/2021  
TIME: 08:42:13  
ID: AP443GR0.WOW

CITY OF GRAND RAPIDS  
DEPARTMENT SUMMARY REPORT

PAGE: 7

INVOICES DUE ON/BEFORE 10/25/2021

VENDOR #	NAME	AMOUNT DUE
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
T001388	DYAN BYMARK	500.00
TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF:		\$495,972.70
TOTAL ALL DEPARTMENTS		\$2,669,449.99



# GRAND RAPIDS ECONOMIC DEVELOPMENT AUTHORITY MEETING MINUTES

Thursday, September 09, 2021  
4:00 PM

NOTICE IS HEREBY GIVEN, that a regular meeting of the Grand Rapids Economic Development Authority will be held in the City Council Chambers in the Grand Rapids City Hall, 420 North Pokegama Avenue, in Grand Rapids, Minnesota on Thursday, September 09, 2021 immediately following the closed session.

CALL TO ORDER

CALL OF ROLL

SETTING OF THE REGULAR AGENDA - *This is an opportunity to approve the regular agenda as presented, or to add/delete an agenda item by a majority vote of the Commissioners present .*

APPROVE MINUTES

1. Approve the minutes from the August 12, 2021 regular meeting.

Motion by Commissioner O'Leary, second by Commissioner Connelly to approve the minutes of the August 12, 2021 regular meeting. The following voted in favor thereof: Hodnik, Jackson, Connelly, R. Blake, O'Leary, S. Blake. Opposed: None, passed unanimously.

APPROVE CLAIMS

2. Approve claims in the amount of \$35,231.10.

Motion by Commissioner Jackson, second by Commissioner Hodnik to approve the claims in the amount of \$35,231.10. The following voted in favor thereof: R. Blake, Connelly, Jackson, O'Leary, Hodnik, S. Blake. Opposed: None, passed unanimously.

UPDATES

SCDP- Community Development Director Mattei provided a slide show with the before and after photos of the commercial projects completed with this grant. All funds have been spent for this grant cycle.

Voyager Capital Site- The IRRR approved a \$250,000 infrastructure grant for the City of Grand Rapids and a \$250,000 infrastructure grant for the City of Cohasset to be used for this project.

Forest Lake School- The City has closed on this property and are looking to put together an RFP from a private developer.

Block 23 former Hurlbut Property- Due to tax forfeit this property has come back to the City. Mr. Mattei would like to ask the City Council to convey the property to the GREDA.



Spec Building- The consultant is updating the civil numbers.

Best Western- Ground was broken on this project.

## ADJOURN

There being no further business the meeting adjourned at 4:53 p.m.

### MEMBERS & TERMS

Rick Blake - 12/31/2022 (with Council term)

Tasha Connelly - 12/31/2022 (with Council term)

Cory Jackson - 3/1/23

Mike Korte - 3/1/22

John O'Leary - 3/1/25

Sholom Blake - 3/1/25

Al Hodnik - 3/1/27

PLANNING COMMISSION WORKSESSION  
THURSDAY, JUNE 3, 2021 – 4:00 P.M.  
GRAND RAPIDS CITY HALL – 420 NORTH POKEGAMA AVE.  
GRAND RAPIDS, MINNESOTA 55744

CALL TO ORDER:

Pursuant to due notice and call thereof, a Worksession of the Grand Rapids Planning Commission was held in Council Chambers of City Hall on Thursday, June 3<sup>rd</sup>, 2021 at 4:00 p.m.

CALL OF ROLL: On a Call of Roll the following members were present: Commissioners: Molly MacGregor, Betsy Johnson, Ted Hubbes, Anita Eiden, Patrick Goggin. Absent: Commissioners: Mark Gothard, Lester Kachinske.

Staff Present: Eric Trast, Rob Mattei, Attorney Sterle, Aurimy Groom.

The Planning Commission met to discuss the following:

Welcome new Planning Commission Member.

Staff introduced Commissioner Anita Eiden and welcomed her to the Planning Commission.

Open Meeting Law, Conflict of Interest, 60-Day Rule Discussion, and specific responsibilities of the Planning Commission.

Community Development Specialist Trast provided a power point highlighting the purpose of the Planning Commission, Comprehensive Plan and Zoning Ordinance. Attorney Sterle gave a brief overview of Open Meeting Law and encouraged the Commissioners to contact staff if they had any questions.

There being no further business, the meeting was adjourned at 4:35 p.m.

Respectfully Submitted:

---

Aurimy Groom, Recorder



# CITY OF GRAND RAPIDS

## Minutes – Final

### Public Utilities Commission

---

Wednesday, August 11, 2021 4:00 PM

Conference Room of Public Utilities  
Service Center

---

#### CALL TO ORDER

Pursuant to due notice and call thereof, a Regular Meeting of the Grand Rapids Public Utilities Commission was held on Wednesday, August 11, 2021 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street, Grand Rapids, Minnesota.

#### CALL OF ROLL

**Present** - 5 - President Tom Stanley, Secretary Kathy Kooda, Commissioner Rick Blake, Commissioner Luke Francisco, and Commissioner Rick Smith.

Others present: General Manager Kennedy, Business Services Manager Lane, Electric Department Manager Goodell, Administrative/HR Assistant Flannigan, and Pete Garsow of ICTV.

Rebecca Kurtz, Senior Municipal Advisor of Ehlers Public Finance Advisors, was present via Microsoft Teams.

#### MEETING PROTOCOL POLICY

The GRPUC has adopted a Meeting Protocol Policy, which informs attendees of the GRPUC'S desire to conduct meetings in an orderly manner which welcomes all civil input from interested parties. If you are unaware of the policy, please contact our office at 218-326-7024 ext. 1 and we will provide you with a copy of the policy.

#### APPROVAL OF MINUTES

1. Consider a motion to approve the minutes of the July 14, 2021 regular meeting.

A motion was made by Commissioner Rick Smith, seconded by Commissioner Rick Blake, to approve the minutes of the July 14, 2021 regular meeting. The motion carried by the following vote:

**Aye:** President Tom Stanley, Secretary Kathy Kooda, Commissioner Rick Blake, Commissioner Luke Francisco, and Commissioner Rick Smith

#### PUBLIC FORUM

None present.

#### COMMISSION REPORTS

Commissioner Rick Blake reported that on Thursday, August 12, 2021, Elder Circle is serving bag lunches on the north side of the IRA Civic Center in the Miner Pavilion from 11:00 AM – 1:00 PM.

Commissioner Rick Smith shared a comment that he received from a water customer who was very

pleased with the water crew that recently reconnected their water.

President Tom Stanley also received many comments from customers who were very pleased with the response that was given by our crews during the storm restoration that was done in a safe and orderly fashion.

## **CONSENT AGENDA**

Any item on the consent agenda shall be removed for consideration by request of any one Commission member, Utility staff, or the public and put on the regular agenda for discussion and consideration.

A motion was made by Commissioner Rick Blake, seconded by Commissioner Luke Francisco, to approve the Consent Agenda as presented. The motion carried by the following vote:

**Aye:** President Tom Stanley, Secretary Kathy Kooda, Commissioner Rick Blake, Commissioner Luke Francisco, and Commissioner Rick Smith.

2. Consider a motion to approve the City Treasurer's Report and the Investment Activity Report for July 2021.

**Approved by consent agenda vote.**

3. Consider a motion to declare a vacancy exists for a Customer Service Representative position, and authorize the internal posting and external advertising, if needed.

**Approved by consent agenda vote.**

## **SETTING OF REGULAR AGENDA**

This is an opportunity to approve the regular agenda as presented, or add/delete an agenda item by a majority vote of the Commission members present.

A motion was made by Commissioner Luke Francisco, seconded by Secretary Kathy Kooda, to approve the Regular Agenda as presented. The motion carried the by following vote:

**Aye:** President Tom Stanley, Secretary Kathy Kooda, Commissioner Rick Blake, Commissioner Luke Francisco, and Commissioner Rick Smith.

## **ADMINISTRATION DEPARTMENT**

4. 2021 Summer Storm Recap.

General Manager Kennedy reviewed the utility restoration efforts following the July 26, 2021 summer wind storm event.

5. Review the August Administration Department Report.

General Manager Kennedy reviewed the August Administration Department Report with the Commission.

---

**BUSINESS SERVICES DEPARTMENT**

6. Review the August Business Services Department Report.

Business Services Manager Lane reviewed the August Business Services Department Report with the Commission.

7. Consider a resolution to Approve the Issuance and Sale of \$X City of Grand Rapids, Minnesota (Public Utilities Commission) Taxable GO Utility Revenue Refunding Bonds, Series 2021C.

A motion was made by Commissioner Rick Blake, seconded by Commissioner Rick Smith, to adopt Resolution No. 08-11-21-8 Approving the Issuance and Sale of \$1,210,000.00 City of Grand Rapids, Minnesota (Public Utilities Commission) Taxable GO Utility Revenue Refunding Bonds, Series 2021C. The motion carried the by following vote:

**Aye:** President Tom Stanley, Secretary Kathy Kooda, Commissioner Rick Blake, Commissioner Luke Francisco, and Commissioner Rick Smith.

8. Consider a motion to approve the Demand Charge Agreement with the City of Grand Rapids and UPM-Blandin Paper Company.

A motion was made by Commissioner Luke Francisco, seconded by Secretary Kathy Kooda, to approve the Demand Charge Agreement with the City of Grand Rapids and UPM-Blandin Paper Company. The motion carried the by following vote:

**Aye:** President Tom Stanley, Secretary Kathy Kooda, Commissioner Rick Blake, Commissioner Luke Francisco, and Commissioner Rick Smith.

9. Consider a motion to approve a contract with Wells Fargo for WellsOne Commercial Card (PCard) Program services.

A motion was made by Commissioner Luke Francisco, seconded by Secretary Kathy Kooda, to approve a contract with Wells Fargo for WellsOne Commercial Card (PCard) Program services. The motion carried the by following vote:

**Aye:** President Tom Stanley, Secretary Kathy Kooda, Commissioner Rick Blake, Commissioner Luke Francisco, and Commissioner Rick Smith.

**ELECTRIC DEPARTMENT**

10. Review the August Electric Department Report.

Electric Department Manager Goodell reviewed the August Electric Department Report with the Commission.

11. Consider a motion to enter into a contract with mPower Innovations for a total of \$75,500.00 for the implementation of the outage management system and to authorize the General Manager to sign this contract.

A motion was made by Commissioner Luke Francisco, seconded by Commissioner Rick Smith, to approve entering into a contract with mPower Innovations for a total of \$75,500.00 for the implementation of the outage management system and to authorize the General Manager to sign this contract. The motion carried the by following vote:

**Aye:** President Tom Stanley, Secretary Kathy Kooda, Commissioner Rick Blake, Commissioner Luke Francisco, and Commissioner Rick Smith.

## WATER AND WASTEWATER DEPARTMENT

12. Review the August Water-Wastewater Department Report.

General Manager Kennedy reviewed the August Water and Wastewater Department Report with the Commission.

## SAFETY REPORT

13. Review the August Safety Report.

General Manager Kennedy reviewed the August Safety Report with the Commission.

## VERIFIED CLAIMS

14. Consider a motion to approve the verified claims for July 2021 in the amount \$2,780,442.60 (Computer Check Register (July 27 meeting cancelled) \$151,567.36, Computer Check Register \$1,321,698.17 and Manual Check Register \$1,307,177.07).

A motion was made by Commissioner Luke Francisco, seconded by Commissioner Rick Blake to approve the verified claims for July 2021 in the amount \$2,780,442.60 (Computer Check Register (July 27 meeting cancelled) \$151,567.36, Computer Check Register \$1,321,698.17 and Manual Check Register \$1,307,177.07). The motion carried by the following vote:

**Aye:** President Tom Stanley, Secretary Kathy Kooda, Commissioner Rick Blake, Commissioner Luke Francisco, and Commissioner Rick Smith

## ADJOURNMENT

The next Regular Meeting of the Commission is Wednesday, September 15, 2021 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

The next Special Meeting/Work Session is scheduled for Tuesday, September 28, 2021 at 8:00 AM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

The October Regular Commission Meeting has been rescheduled to Tuesday, October 12, 2021 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

---

By call of the chair, the regular meeting was declared adjourned at 5:11 PM.

Respectfully submitted: Christine Flannigan, Administrative/HR Assistant

---

Thomas G. Stanley, President

Attest:

---

Kathleen M. Kooda, Secretary



# CITY OF GRAND RAPIDS

NOTICE OF MEETING  
PLANNING COMMISSION

Item 4.

## Minutes - Final Planning Commission

**COUNCIL CHAMBERS**  
**CITY HALL - 420 N. Pokegama Ave.**  
**Grand Rapids, MN 55744**

---

Thursday, May 6, 2021

4:00 PM

Council Chambers

---

**BE ADVISED: Pursuant to Minnesota Statute 13D.021, Subdivision 1, some or all members may appear by telephone or other electronic means.**

### Call To Order

### Call of Roll

**Present** 6 - Chairperson Molly MacGregor, Vice Chair Patrick Goggin, Commissioner Mark Gothard, Commissioner Lester Kachinske, Commissioner Ted Hubbes, and Commissioner Betsy Johnson

### Excused

**Setting of Agenda - This is an opportunity to approve the regular agenda as presented or add/delete an agenda item by a majority vote of the Commissioners present.**

*Due to video issues Commissioner Goggin will chair the meeting for Chair MacGregor.*

**Motion by Commissioner Kachinske, second by Commissioner Hubbes to approved the agenda as presented. The following roll cal vote was taken: Goggin, Gothard, Johnson, Kachinske, Hubbes, MacGregor. Nay: None, motion passed unanimously.**

### Approval of Minutes

Approve the minutes of the March 4, 2021, 4:00 pm regular meeting.

**Motion by Commissioner MacGregor, second by Commissioner Hubbes to approve the minutes of the February 4, 2021 regular meeting. The following roll call vote was taken: Yea: Hubbes, Kachinske, Johnson, Gothard, Goggin, MacGregor. Nay: None, passed unanimously.**

### General Business

Consider a recommendation to the City Council regarding the vacation of a platted alley right-of-way within Houghton's Addition to Grand Rapids.

*The Itasca County HRA, co-signed by Mr. Ken Collinge (property owner of 716 NW 5th Ave.) submitted a valid petition, on April 5, 2021 requesting the vacation of the*



*following described public right-of-way:*

*That part of the west – east alley located within Block 10, according to the plat of Houghton’s Addition to Grand Rapids, on file and of record in the Office of the Itasca County Recorder, that lies between Lots 7-12 and Lot 6 and Lot 13 inclusive;*

*The HRA are the owners of Lots 1-12, Block 10, Houghton’s Addition (411 Apartment building and 3 parcels separated by the alley adjacent to 4th Ave. NW). Mr. Collinge is the owner of Lot 13, Block 10 Houghton’s Add. of which the HRA has an agreement in place to purchase the subject property.*

*As stated within the attached Public Vacation Application, if approved, the right-of-way vacation, and also pending the outcome of an zoning map amendment request petitioned by the HRA, would both facilitate the completion of the purchase of property from Mr. Collinge (716 NW 5th Ave.), and ultimately the development & expansion of additional off-street parking spaces for the residents of the 411 Apartment Building. Additionally, the vacation would provide the HRA approximately 51,380 sq. ft. of contiguous land area helping address an existing deficiency (grandfathered nonconformity) of square footage of land area per unit.*

*As described in the attached email correspondence, the Engineering Department/Public Works Department and the Fire Department support the petitioned vacation. The Grand Rapids Public Utilities Commission noted that alley contains overhead electric power lines serving the block, along with one block to the east and two blocks to the west, and thus requested that approval of alley vacation be contingent on the City retaining a utility easement over the entire area to be vacated.*

*There were no concerns or objections regarding the petitioned right-of-way vacation from the remaining members of the staff review committee which consists of the Engineering/Public Works Department, Community Development Department, Fire Department, Police Department, and the Grand Rapids Public Utilities Commission.*

**Motion by Commissioner Hubbes, second by Commissioner Kachinske that, based on the findings of fact presented here today, and in the public’s best interest, the Planning Commission does hereby forward to the City Council a recommendation to approve the vacation of public right-of-way described as: That part of the west – east alley located within Block 10, according to the plat of Houghton’s Addition to Grand Rapids, on file and of record in the Office of the Itasca County Recorder, that lies between Lots 7-12 and Lot 6 and Lot 13 inclusive;**

**Contingent on the following stipulation(s):**

- **That a utility easement be retained across the full width of the vacated alley right-of-way.**

**With the following considerations reviewed by the Commissioners:**

**1. Is the right-of-way needed for traffic purposes?**

**Why/Why not? No, it is not needed for traffic purposes.**

**2. Is the right-of-way needed for pedestrian purposes?**

**Why/Why not? No, there are other pedestrian paths it is not needed.**

**3. Is the right-of-way needed for utility purposes?**

**Why/Why not? Yes, but there is no conflict if a utility easement is retained.**

**4. Would vacating the right-of-way place additional land on the tax rolls?**

**Why/Why not? It will not be adding or removing any additional land to the tax rolls.**

**5. Would vacating the right-of-way facilitate economic development in the City? Why/Why not? It will improve the parking which is necessity and remove a blighted structure.**

**The following roll call vote was taken: Goggin, Gothard, Johnson, Kachinske, Hubbes, MacGregor. Nay: None, motion passed unanimously.**

Consider a recommendation to the City Council regarding the rezoning of 1.05 acres of land from R-2 (One and two Family Residential) to R-4 (Multiple-family Residential- high density).

*The Itasca County HRA, co-signed by Mr. Ken Collinge (property owner of 716 NW 5th Ave.), filed an application for a Zoning Map Amendment with the City on April 5, 2021. The application requests the City's consideration of the rezoning of the following described properties from their current R-2 (One and two Family Residential) designation to that of R-4 (Multiple-family Residential- high density):*

*Lots 1-6 & E ½ of VAC N/S Alley and Lot 13 & W ½ of VAC N/S Alley, All in Block 10, Houghton's Addition to Grand Rapids, Itasca County, Minnesota*

*The petition submitted by the HRA involves 1.05 acres of land (1- parcel currently owned by Mr. Collinge, and 3-parcels owned by the HRA), and is generally located north of the HRA's 411 NW 7th Avenue Apartment Building (see map #1). Map #1 illustrates the subject properties in relation to the existing zoning in the area: R-4 (Multiple-family Residential- high density) adjacent to the south, R-2 (One and Two-Family Residential) to the north, west, and east, and PU (Public Use) to the northeast.*

*The Zoning Map Amendment, if approved and described by the petitioner in their application, and also pending the outcome of an alley vacation request petitioned by the HRA, would both facilitate the completion of the purchase of property from Mr. Collinge (716 NW 5th Ave.), and ultimately the development & expansion of additional off-street parking spaces for the residents of the 411 Apartment Building, as well as provide the HRA approximately 51,380 sq. ft. of contiguous land area helping address an existing deficiency (grandfathered nonconformity) of square footage of land area per unit.*

*The existing nonconformity of units per square foot of land area (currently 16 units allowed at an R-4 designation on current lot configuration, 37 units would be permitted if the rezoning and alley vacation are approved; 50 units of multi-family housing currently exist in apartment building). The rezoning would not allow the HRA to add additional units to the property.*

**Motion by Commissioner Johnson, second by Commissioner Kachinske that, based on the findings of fact presented here today, and in the public's best interest, the Planning Commission does hereby forward to the City Council a recommendation to approve the Zoning Map Amendment, as petitioned by Itasca County HRA, and adjacent property owner Mr. Ken Collinge, described**

within the Staff Report and as shown in the maps presented here today, from the current R-2 (One and two Family Residential) zoning designation to that of R-4 (Multiple-family Residential- high density);

With the following conditions reviewed by the Commissioners:

1. Will the change affect the character of neighborhoods?

Why/Why not? It will improve the character by adding much needed parking and removing a blighted structure.

2. Would the change foster economic growth in the community?

Why/Why not? It will allow for parking which is needed.

3. Would the proposed change be in keeping with the spirit and intent of the ordinance? Why/Why not? Yes, expanding the zoning to R-4 allows for consistency in that area.

4. Would the change be in the best interest of the general public?

Why/Why not? Yes, it preserves green space, removes blight and improves parking.

5. Would the change be consistent with the Comprehensive Plan?

Why/Why not? Yes, it is consistent with the Comprehensive Plan.

The following roll call vote was taken: Yea: Hubbes, Kachinske, Johnson, Gothard, Goggin, MacGregor. Nay: None, passed unanimously.

Consider the election of Planning Commission Officer's-Chairperson and Vice Chairperson/Secretary.

**Motion by Commissioner Johnson, second by Commissioner Kachinske to appoint Commissioner MacGregor as Chair. The following roll call vote was taken: Goggin, Gothard, Johnson, Kachinske, Hubbes, MacGregor. Nay: None, motion passed unanimously.**

**Motion by Commissioner Kachinske, second by Commissioner Johnson to appoint Commissioner Goggin as Vice Chair. The following roll call vote was taken: Yea: Hubbes, Kachinske, Johnson, Gothard, Goggin, MacGregor. Nay: None, passed unanimously.**

Consider initiating the process to review and update/amend the text of several sections of the Zoning Ordinance.

*Over the past year, staff has again accumulated a short list of sections within Article VI (Zoning) of Chapter 30 (Land Development of the Municipal Code that could use review, and if deemed necessary, new added text, updating due to inconsistencies, duplication, need of further clarification, or simply being outdated.*

*At this time, staff will provide an overview of the areas of the Zoning Ordinance suggested for review and examination. Additionally, we recommend the formation of a Planning Commission Sub-Committee (2-3 Commissioners) to work with staff to bring possible draft amendments to the full Planning Commission for consideration at a later date, and potentially the forwarding of a recommendation to the City Council for adoption.*

*Sections of Zoning Ordinance suggested for review and justification for consideration:*

*1. Sec. 30-596. Parking lot design and maintenance standards.*

*(Section establishes standards to promote the safe and efficient storage, circulation and channelization of motor vehicles development on-site.)*

*Subpart b(2)*

*a. #2 No closer than 25 feet to the nearest point of any street/alley intersection. (This measurement refers to distance between a private driveway entrance and the nearest street intersection).*

*\*Amend to 50 feet and define where measurement is taken from (establish a definition intersection/point of measurement) per City Engineers recommendation and consistency with MnDot requirements.*

*2. Section 30-512. Table of permitted uses.*

*(Section is a list of uses permitted by right (permitted uses), uses permitted with restrictions, and conditional uses, within the various zoning districts)*

*a. Add Salon/Barbershop use to permitted use table under "Retail" subheading.*

*\* Amendment would create consistency with Sect. 30-628 which establishes off-street parking requirements that are unique to this use. Without a separately listed use in 30-512, the salon/barber shop use has thus far been classified as "general retail sales & services use".*

*3. Section 30-482. Zoning districts map.*

*The location and boundaries of the districts established in section 30-481 are shown upon the official zoning map, together with all notations, references and other information shown thereon, and all amendments thereto, shall be as much a part of this division as if fully set forth and described in this section. The zoning map shall be kept on file in the office of the city administrator.*

*\*Zoning map has historically been kept on file or displayed in the office of the "Zoning Administrator".*

*4. Section 30-628. Minimum number.*

*(Section establishes a minimum numbers of off-street parking spaces to be provided and maintained for various identified uses)*

*\*Review off-street parking requirements for Car Washes and the footnote establishing stacking spaces for the wash bays:*

*a) 4 stacking spaces per manual self-serve bay; b) 12 stacking spaces per automatic bay; and c) 1 per 140 square*

*feet gross floor area of retail space. In addition, one detailing space shall be provided for each car wash bay of any type, plus one detail space for each vacuum machine if machines are not located within the stacking spaces. If machines are located within the stacking spaces, no additional detail space is required.*

*Staff, in discussions with various developers, has noted an opportunity to review and potentially modernize these requirements.*

*5. Consider the addition and establishment of a "Small Scale Agricultural" or "Farm Stand" use within the Rural Residential zoning district areas of town, as recommended by the 2020 Comprehensive Plan.*

*Upon establishment of a Subcommittee of Planning Commissioners to work with staff on exploring the proposed amendments, staff will begin gathering zoning information from other communities, as well as drafting text amendments as a starting point for discussions.*

*Commissioners Goggin, Hubbes and MacGregor volunteered to work with staff on the proposed updates.*

**Motion by Commissioner Johnson, second by Commissioner MacGregor to initiate the review and updating to the text of several sections of the Zoning Ordinance. The following roll call vote was taken: Goggin, Gothard, Johnson, Kachinske, Hubbes, MacGregor. Nay: None, motion passed unanimously.**

### **Public Input**

### **Adjourn**

**There being no further business the meeting adjourned at 4:55 p.m.**

Pokegama Golf Course

Minutes

Meeting: Wednesday, September 22 at 7:00 AM at Pokegama Golf Course

Brad Gallop called the meeting to order at 7:00AM

In attendance: Brad Gallop, Pat Pollard, Rick McDonald, Steve Ross, Bob Cahill, John Bauer. Absent: Kelly Kirwin. Guest: Nate Morlan

**Pat made a motion to approve the Minutes from August. Rick Second. Motion Carried.**

**Nathan Morlan:** Building Official/Facilities Maintenance Manager, City of Grand Rapids Nate continues to work with us in solving the maintenance building roofing and siding issues. The roofing, and siding, along with the insulation in the heated portion of the building need replacement. Nate is expecting a quote in the next few days.

The 2021 budget includes \$130,000 for re-roofing and re-siding the maintenance building. With the inflation of pricing of building materials, specifically steel siding, we expect the price to be approximately \$150,000. **Brad Gallop made a motion to accept the low quote for the roofing and siding. His motion called for the golf course to pay \$100,000 from the capital fund and request the city to finance the remainder over the years 2022-2024. (We borrow from city funds). John Second. Motion Carried.**

Nate is also working with us on the installation of a handicap accessible entry door. The hardware is now in place and Nate will notify the electrician to get it operational.

**Rick made a motion to approve the bills. John second. Motion Carried**

Steve Ross Report: The golf course has recovered extremely well from the summer drought. We received 3.25 inches of rain in the Monday, September 20 storm. With school starting for both high school and college we now have a small crew of employees. Wages will be an issue to address next spring as other employers are offering more attractive pay rates.

Deep tyne greens aeration will be on Monday October 4. The entire facility will be closed for the day. We have not received a quote on the seal coating.

There was additional discussion regarding restrooms where the current outhouses are located behind # 11 green. Brad Gallop discussed a porta/potty rental plan that would include an attractive entryway to hide the traditional porta/potty look. The plan would include weekly cleaning of the units at a very reasonable price.

Rick discussed his belief that we should have a plan that includes potable water for washing hands and drinking. The drinking water would come in the form of a hands free water bottle filling station similar to the one we are waiting for, for use in the hole 5/15 restroom facility.

Concessions: No Report

Bob Cahill Report: Financials are still strong as we are roughly \$90K up in revenue from last year. Tee sheet continues to stay busy and full; helping our very good year. Bob reported that we are receiving many compliments from both locals and visitors on the excellent condition of the golf course and specifically the greens. Many locals feel the greens have never been better.

**Rick made a motion to Adjourn. Pat second. Meeting Adjourned.**

Respectfully submitted

Bob Cahill

Substitute Recording Secretary



CITY OF  
**GRAND RAPIDS**  
IT'S IN MINNESOTA'S NATURE

# GRAND RAPIDS AREA LIBRARY BOARD MEETING MINUTES

Wednesday, September 08, 2021

5:00 PM

## CALL TO ORDER:

Chair MacDonell called the meeting to order at 5:00 pm.

## CALL OF ROLL:

Present: Blocker, Kee, Lassen, MacDonell, Richards, Tabbert, Teigland

Absent: Martin, Thouin

Staff present: Will Richter, Director

## APPROVAL OF AGENDA:

Mover: Richards

Seconder: Blocker

Result: Approved unanimously by roll-call vote.

## PUBLIC COMMENT (if anyone wishes to address the Board):

None

## APPROVAL OF MINUTES:

1. Consider approval of August 11, 2021 Library Board minutes.

Mover: Kee

Seconder: Teigland

Result: Approved unanimously by roll-call vote.

## COMMUNICATIONS:

2. Grand Rapids Minimum Local Support Requirement via email from State Library Services (Minnesota Department of Education).
3. Itasca County Minimum Local Support Requirement via email from State Library Services (Minnesota Department of Education).

Informational – no action taken.

## FINANCIAL REPORT &amp; CLAIMS (Roll Call Vote Required):

## 4. Approve Financial Reports and Bill List(s):

Mover: Kee

Seconder: Blocker

Result: Approved unanimously by roll-call vote.

## CONSENT AGENDA (Roll Call Vote Required):

Any item on the consent agenda shall be removed for consideration by request of any Board member or member of the public and put on the regular agenda for discussion and consideration.

## 5. Consider approving Donation Resolution 2021-04 as part of the consent agenda.

## 6. Late Bill - Northern Business Products - \$40.98

## 7. Late Bill - Personnel Dynamics - \$218.76

Motion to approve consent agenda

Mover: Richards

Seconder: Blocker

Result: Approved unanimously by roll-call vote.

## REGULAR AGENDA:

## 8. Update on Grand Rapids Riverfest

Informational – no action taken.

## 9. Discuss 2022 Library Budget

Informational – no action taken.

## UPDATES:

Friends of the Library update

Ellen Teigland provided Friends update:

Book sale 9/9 at Community Presbyterian from 10:00-5:30.

Annual meeting 9/23 at United Methodist starting at 5:30.

Library Foundation update

Lisa Tabbert provided Foundation update:



New Mission & Vision statements (included in October Board Packet).

New endowment distribution procedure. Clear understanding between Foundation, donors, and staff how money will be distributed to benefit the Library.

STAFF REPORTS:

10. Reports from Library Director and Children's Librarian

Informational – no action taken.

11. Library Statistics

Informational – no action taken.

ADJOURNMENT:

NEXT REGULAR MEETING IS SCHEDULED FOR October 13, 2021, AT 5:00 PM.

ATTEST: Lisa Tabbert, Library Board Secretary

A handwritten signature in cursive script that reads "Lisa Tabbert". The signature is written in black ink and is positioned below the typed name and title.

DATE: 08/31/2021  
 TIME: 14:26:52  
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 09/08/2021

VENDOR #	NAME	AMOUNT DUE
-----		
PUBLIC LIBRARY		
0113100	AMAZON.COM	212.59
0118100	ARAMARK UNIFORM SERVICES	62.53
0118660	ARROWHEAD LIBRARY SYSTEM	10.40
0201428	BAKER & TAYLOR LLC	1,276.38
0718010	CITY OF GRAND RAPIDS	1,663.64
0718060	GRAND RAPIDS HERALD REVIEW	68.95
0914325	INGRAM ENTERTAINMENT INC.	127.98
1015325	JOHNSON CONTROLS FIRE	825.57
1115500	NORTHERN LIGHTS ICE LLC	489.00
1901535	SANDSTROM'S INC	45.97

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$4,783.01

CHECKS ISSUED-PRIOR APPROVAL  
 PRIOR APPROVAL

0605191	FIDELITY SECURITY LIFE	6.90
0718015	GRAND RAPIDS CITY PAYROLL	86,926.84
1209516	LINCOLN NATIONAL LIFE	45.60
1301146	MARCO TECHNOLOGIES, LLC	120.43
1309199	MINNESOTA ENERGY RESOURCES	45.00
1309335	MINNESOTA REVENUE	47.51
1401450	JOHN NALAN	2,068.24
1405850	NEXTERA COMMUNICATIONS LLC	75.14
1516220	OPERATING ENGINEERS LOCAL #49	9,162.00
1601750	PAUL BUNYAN COMMUNICATIONS	247.76
1621105	P.E.R.A.	3,651.62
1621130	P.U.C.	3,583.55
2114750	UNUM LIFE INSURANCE CO OF AMER	19.35
2209665	VISA	403.36
2301700	WM CORPORATE SERVICES, INC	133.48

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$106,536.78

TOTAL ALL DEPARTMENTS \$111,319.79

Board member

introduced the following resolution and moved for its adoption:

RESOLUTION NO. 2021-04  
A RESOLUTION ACCEPTING DONATIONS

WHEREAS, Minnesota State Statutes 465.03, states that cities may accept gifts of real or personal property, including money, and use them in accordance with the terms the donor prescribes, and

WHEREAS, every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members,

NOW THEREFORE, BE IT RESOLVED, that the Library Board of the City of Grand Rapids, Itasca County, Minnesota, accepts the listed donations and terms of the donors as follows:

***Neal Nicolaus and Susan Johnston - \$42.00***

***Glorvigen Family Fund (Community Foundation) - \$600.00***

***Grand Rapids Area Library Foundation - \$1,600.00***

Adopted this 8th day of September, 2021

  
Lisa Tabbert, Secretary

  
Jean MacDonell, President

Board member  
in favor thereof:

seconded the foregoing resolution and the following voted

And the following voted against same:

And the following abstained:

Whereby the resolution was declared duly passed and adopted.



# CITY OF GRAND RAPIDS

## Minutes – Final

### Public Utilities Commission

---

Tuesday, August 24, 2021

8:00 AM

Conference Room of Public Utilities  
Service Center

---

#### CALL TO ORDER

Pursuant to due notice and call thereof, a Special Meeting/Work Session of the Grand Rapids Public Utilities Commission was held on Tuesday, August 24, 2021 at 8:00 AM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street, Grand Rapids, Minnesota.

#### CALL OF ROLL

**Present** - 5 - President Tom Stanley, Secretary Kathy Kooda, Commissioner Rick Blake, Commissioner Luke Francisco and Commissioner Rick Smith.

Others present: General Manager Kennedy, Business Services Manager Lane, Electric Department Manager Goodell, Water/Wastewater Department Manager Mattson, and Administrative/HR Assistant Flannigan.

1. Acknowledge proper posting of the special meeting/work session date, time, and purpose.

President Stanley acknowledged the proper posting of the special meeting/work session date, time, and purpose.

2. Consider a motion to approve the verified claims for July/August 2021 in the amount of \$208,632.95 (Computer Check Register \$208,632.95)

A motion was made by Commissioner Rick Blake, seconded by Commissioner Luke Francisco, to approve the verified claims for July/August 2021 in the amount of \$208,632.95. (Computer Check Register \$208,632.95). The motion carried by the following vote:

**Aye:** President Tom Stanley, Secretary Kathy Kooda, Commissioner Rick Blake, Commissioner Luke Francisco, and Commissioner Rick Smith.

3. Consider a motion to approve the Emergency/Mutual Aid Letter of Agreement with the AFSCME Local 3456 bargaining unit retroactive to July 26, 2021.

A motion was made by Commissioner Luke Francisco, seconded by Commissioner Rick Smith, to approve the Emergency/Mutual Aid Letter of Agreement with the AFSCME Local 3456 bargaining unit retroactive to July 26, 2021. The motion carried by the following vote:

**Aye:** President Tom Stanley, Secretary Kathy Kooda, Commissioner Rick Blake, Commissioner Luke Francisco, and Commissioner Rick Smith.

---

**4. Minnesota Municipal Utilities Association (MMUA) Annual Conference Recap.**

President Stanley and General Manager Kennedy reported on attending the MMUA Annual Summer Conference in Brainerd, MN from August 16-18, 2021. Commissioner Blake and Electric Department Manager Goodell also attended the conference. The MMUA Board of Directors elected General Manager Julie Kennedy as its secretary/treasurer. The MMUA 2021 System Innovation Award was awarded to the Grand Rapids Public Utilities for success in working with others to develop a community solar garden. The project is a collaboration between the GRPUC, Itasca Clean Energy Team, the City of Grand Rapids, Minnesota Power, and US Solar.

**5. Governance discussion.**

General Manager Kennedy gave an overview of the Municode meeting management software that will be used for publishing meeting notices, agendas and minutes beginning in September. The City Council and all boards and commissions will be using this software.

**ADJOURNMENT**

The next Regular Meeting of the Commission is Wednesday, September 15, 2021 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

The next Special Meeting/Work Session is Tuesday, September 28, 2021 at 8:00 AM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

By call of the chair, the regular meeting was declared adjourned at 9:10 AM.

Respectfully submitted: Christine Flannigan, Administrative/HR Assistant

---

Thomas G. Stanley, President

Attest:

---

Kathleen M. Kooda, Secretary



CITY OF  
**GRAND RAPIDS**  
IT'S IN MINNESOTA'S NATURE

## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** October 25, 2021  
**AGENDA ITEM:** Approve annual liquor licenses for 2022  
**PREPARED BY:** Kim Gibeau

---

### **BACKGROUND:**

Liquor licenses will expire on December 31, 2021. Licensees are required to submit renewal requests, receive approval from the City Council and City staff issue licenses for On-sale Liquor, 3.2 On and Off sale, while all others are forwarded to the State of Minnesota for issuance. Renewal applications have been sent to all City licensees.

A list of all license holders is attached.

### **REQUESTED COUNCIL ACTION:**

Make a motion to approve 2022 annual liquor licenses pending receipt of required documentation and payment of fees.

Annual Liquor Licenses for renewal in 2022

1. Holiday StationStore NE
2. Holiday StationStore SE
3. SuperOne Foods NW
4. SuperOne Foods SE
5. Itasca Curling Association
6. American Legion Post 60
7. VFW Post 1720
8. Moose Lodge
9. Brewed Awakenings
10. King's Mongolian Grill
11. Pizza Hut
12. Unwined Up North
13. Fuji Japanese Restaurant
14. Frontier Liquor
15. Pokegama Plaza Liquor
16. SuperOne Liquor
17. Walmart Liquor
18. Dutch Room Bar
19. Eagles Club
20. El Potro Restaurant
21. Forest Lake Restaurant
22. NoPo Coffee Co.
23. Rapids Brewing
24. Sammy's Pizza
25. Thunder Alley XL
26. Timberlake Lodge
27. Applebee's Grill & Bar
28. Pokegama Grill
29. Hotel Rapids
30. Boulder Tap House
31. Klockow Brewing



CITY OF  
**GRAND RAPIDS**  
IT'S IN MINNESOTA'S NATURE

## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** October 25, 2021

**AGENDA ITEM:** Accept the resignation of John O'Leary from the Grand Rapids Economic Development Authority

**PREPARED BY:** Kim Gibeau

---

### **BACKGROUND:**

John O'Leary has served on the GREDA since March 2019 and has submitted his resignation. Mr. O'Leary's resignation creates a vacancy with a term through March 1, 2025. Staff is recommending acceptance of his resignation with appreciation and authorize filling the vacancy.

### **REQUESTED COUNCIL ACTION:**

Make a motion to accept the resignation of John O'Leary from the Grand Rapids Economic Development Authority and authorize filling the position.



**From:** John O'Leary <[jfoleary@live.com](mailto:jfoleary@live.com)>  
**Date:** September 14, 2021 at 2:10:24 PM CDT  
**To:** Dale Christy <[dchristy@ci.grand-rapids.mn.us](mailto:dchristy@ci.grand-rapids.mn.us)>  
**Cc:** Sholom Blake <[sblake@srblakecpa.com](mailto:sblake@srblakecpa.com)>, Rob Mattei <[rmattei@ci.grand-rapids.mn.us](mailto:rmattei@ci.grand-rapids.mn.us)>  
**Subject:** GREDA Resignation

Mr. Mayor,

I am writing to information you that within the next month or so my wife and I will be moving and so sadly I am resigning my position as a GREDA Commissioner. My tenure on GREDA has been an interesting and rewarding experience. The selfless service of my fellow commissioners and the extraordinarily competent Community Development staff has resulted in many economic development success stories, helped create numerous quality jobs, diversified the local economy and strengthened the tax base. It's been a privilege to have been part of that team and I thank you for the opportunity.

We are scheduled to move in the latter part of October and so, with your consent, I will be available to serve until mid October. If you select my replacement before my departure, I will step aside to allow the new appointee to begin his/her term.

Best Regards,

John O'Leary



CITY OF  
**GRAND RAPIDS**  
IT'S IN MINNESOTA'S NATURE

## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** October 25, 2021

**AGENDA ITEM:** Accept resignation of Glen Hodgson from the Human Rights Commission

**PREPARED BY:** Kim Gibeau

---

### BACKGROUND:

Glen Hodgson has served on the Human Rights Commission since June 8, 2020 and has submitted his resignation, effective December 31, 2021. Staff recommends accepting the resignation of Glen Hodgson and authorizing filling the vacancy on the Human Rights Commission.

### REQUESTED COUNCIL ACTION:

Make a motion to accept the resignation of Glen Hodgson from the Human Rights Commission and authorize filling the vacancy.

October 14, 2021

Mr. Tom Pagel  
City Administrator  
420 Pokegama Avenue North  
Grand Rapids, MN 55744

RE: Human Rights Commission

Dear Mr. Pagel:

I regret to inform you of my resignation from the Grand Rapids Human Rights Commission effective December 31, 2021. I will continue to function on the Commission until that date to the best of my ability.

Thank you for the opportunity to serve the City of Grand Rapids.

Sincerely,

  
Glen D. Hodgson

ITEM # \_\_\_\_\_



## REQUEST FOR CITY COUNCIL CONSIDERATION

**AGENDA DATE:** October 25, 2021  
**AGENDA ITEM:** Consider approval of a quitclaim deed transferring title of parcel numbers 91-555-0910 and 91-420-0510 to the Grand Rapids Economic Development Authority (GREDA).  
**PREPARED BY:** Community Development Department

---

### BACKGROUND:

The City of Grand Rapids recently closed on its final exchange of property with Independent School District #318, with the City receiving title to the former Forest Lake School property. As agreed, the two-block site had been cleared of buildings and site improvements and graded by the School District prior to the transfer.

The City's Comprehensive Plan indicates housing as the preferred future land use for the site. With that goal in mind, staff initiated discussions with Greater Minnesota Housing Fund (GMHF) to explore their resources, interest and capacity to assist the City and GREDA in the redevelopment of this site to provide workforce-housing opportunities in Grand Rapids. This was discussed at a Council work-session on September 20<sup>th</sup> of this year.

The GREDA is now requesting the transfer of title of the former Forest Lake School property from the City to the EDA.

### ATTACHMENTS:

Quit Claim Deed.

### REQUESTED COUNCIL ACTION:

Make a motion to approve a quitclaim deed transferring title of parcel numbers 91-555-0910 and 91-420-0510 to the Grand Rapids Economic Development Authority (GREDA).

(Top 3 inches reserved for recording data)

**QUIT CLAIM DEED**  
**Business Entity to Business Entity**

**Minnesota Uniform Conveyancing Blanks**  
**Form 10.3.5 (2013)**

eCRV number: \_\_\_\_\_

DEED TAX DUE: \$ 1.65

DATE: \_\_\_\_\_  
(month/day/year)

FOR VALUABLE CONSIDERATION, City of Grand Rapids,  
(insert name of Grantor)

a municipal corporation under the laws of the State of Minnesota ("Grantor"),  
hereby conveys and quitclaims to Grand Rapids Economic Development Authority  
(insert name of Grantee)

a public body corporate and politic under the laws of the State of Minnesota ("Grantee"),  
real property in Itasca County, Minnesota, legally described as follows:  
See Attached

Check here if all or part of the described real property is Registered (Torrens)

together with all hereditaments and appurtenances belonging thereto.

*Check applicable box:*

- The Seller certifies that the Seller does not know of any wells on the described real property.
- A well disclosure certificate accompanies this document or has been electronically filed. (If electronically filed, insert WDC number: \_\_\_\_\_.)
- I am familiar with the property described in this instrument and I certify that the status and number of wells on the described real property have not changed since the last previously filed well disclosure certificate.

Grantor

The City of Grand Rapids  
(name of Grantor)

By: \_\_\_\_\_  
(signature) Dale Christy

Its: Mayor  
(type of authority)

By: \_\_\_\_\_  
(signature) Thomas Pagel

Its: City Administrator  
(type of authority)

State of Minnesota, County of Itasca

This instrument was acknowledged before me on \_\_\_\_\_, by Dale Christy,  
(month/day/year) (name of authorized signer)

\_\_\_\_\_ as Mayor  
(type of authority)

and by Thomas Pagel  
(name of authorized signer)

as City Administrator of the City of Grand Rapids.  
(type of authority) (name of Grantor)

(Stamp)

\_\_\_\_\_  
(signature of notarial officer)

Title (and Rank): \_\_\_\_\_

My commission expires: \_\_\_\_\_  
(month/day/year)

THIS INSTRUMENT WAS DRAFTED BY:  
(insert name and address)

Chad B. Sterle Law Office  
502 NW 5th Avenue  
Grand Rapids, MN 55744  
T: 218-326-9646  
F: 218-326-9647  
Email: csterle@sterlelaw.com

TAX STATEMENTS FOR THE REAL PROPERTY DESCRIBED IN THIS INSTRUMENT SHOULD BE SENT TO:

(insert legal name and residential or business address of Grantee)  
Grand Rapids, Economic Development Authority  
420 No. Pokegama Avenue  
Grand Rapids, MN 55744

**Forest Lake Parcel:**

Item 8.

Lots 1 through 18, Block 9, HOUGHTON'S SECOND ADDITION TO GRAND RAPIDS, including vacated "T" alley situated within said Block 9 and including all of adjoining vacated Seventh Street North between the limits of Seventh Avenue West and Eighth Avenue West, according to the recorded plat thereof, Itasca County, Minnesota;

AND

All of Block 5 in GRAND RAPIDS SECOND DIVISION, according to the recorded plat thereof, Itasca County, Minnesota.

B-2

562353v1 MNI GR220-131



CITY OF  
**GRAND RAPIDS**  
IT'S IN MINNESOTA'S NATURE

## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** October 25, 2021

**AGENDA ITEM:** Adopt a resolution amending the City Wide fee schedule to include fees for Rental Code Ordinance

**PREPARED BY:** Kim Gibeau

---

### **BACKGROUND:**

At a previous meeting in 2021, the City Council adopted the Residential Rental Licensing Code. Please review and consider adopting the new fee schedule to include fees associated with this rental ordinance.

### **REQUESTED COUNCIL ACTION:**

Make a motion to adopt a resolution amending the City Wide fee schedule to include fees associated with the Rental Code Ordinance.



Councilor introduced the following resolution and moved for its adoption:

RESOLUTION NO. 21 -

**A RESOLUTION AMENDING THE GRAND RAPIDS CITY-WIDE FEE SCHEDULE FOR CITY SERVICES**

WHEREAS, Minnesota Law establishes that all municipalities establish fees that are commensurate with service, and that they be fair, reasonable, and proportionate to the actual cost of the service for which the fee is imposed; and

WHEREAS, consistent with Minnesota Law, the Grand Rapids City Council establishes the rates to be applied, or charges for, specific areas of service, provided by the City, through the adoption and periodic amendment of a fee schedule; and

WHEREAS, from time to time, staff reviews the department fee schedule to ensure consistency with fees charged, for City services provided; and

NOW THEREFORE, BE IT RESOLVED, that the Grand Rapids City Council hereby amends the Grand Rapids' City Wide Fee Schedule for City Services as noted in "Exhibit A."

Adopted this 25<sup>th</sup> day of October, 2021.

\_\_\_\_\_  
Dale Christy, Mayor

Attest:

\_\_\_\_\_  
Kimberly Gibeau, City Clerk

Councilor seconded the foregoing resolution and the following voted in favor thereof: ; and the following voted against same: None, whereby the resolution was declared duly passed and adopted.

# DEPARTMENTAL FEE SCHEDULE FOR CITY SERVICES

Effective Date: 10/25/2021

Item 9.

<b>CITY WIDE FEES</b>	
Photo copy – file material – <b>100</b> pages or less of black and white, letter or legal size government data.	\$ .25 per page (copy)
Photo copy – file material – <b>101</b> pages or more of government data	\$.10 per copy and actual cost of searching for and retrieving government data, including the cost of employee time, certifying, compiling, and electronically transmitting the copies of the data.
Photo copy – material provided by the person making request	\$1.00 1 <sup>st</sup> page - .10 cents each additional
<b>ADMINISTRATION DEPARTMENT</b>	
Amusements (theatre) Circus	\$75.00 per screen per year \$75.00 event
Fortune Telling	\$35.00 per day
<b>Intoxicating Liquor</b>	
<b>Consumption and Display</b>	
Bottle Club	\$500.00 per year
Public Place	\$100.00 per year
<b>Private On-Sale</b>	
Investigation Fee	\$150.00
Annual License Fee	\$2,500.00
Annual On-Sale Wine	\$550.00
Sunday On-Sale	\$200.00
Limited Season On-Sale	\$100.00 For licensees with service of less than thirty (30) days in a seasonal period less than six (6) months in duration.
<b>Club On-Sale</b>	
Club with under 200 members	\$300.00
201- 500 members	\$500.00
501- 1,000 members	\$650.00
1,001 – 2,000 members	\$800.00
More than 2,000	\$1,000.00
Sunday On-Sale	\$150.00
Private Off-Sale	\$150.00
Temporary On-Sale	\$20.00
<b>Convention Facilities On-Sale</b>	
City issued on-sale license	\$25.00
Adjacent municipality	\$100.00
<b>Non-intoxicating malt liquor 3.2</b>	
Annual on-sale	\$275.00

Annual off-sale	\$100.00	Item 9.
Temporary on-sale	\$25.00	
Rollerskating License	\$200.00 per year or fraction thereof	
<b>Brewer Taprooms/Brewpubs</b>		
Taproom/Brewpub Annual On-Sale	\$350.00 includes Sunday sales	
Brewer Annual Off-sale (Growlers)	\$200.00	
Synthetic Drug Establishments	\$600.00 annually	
Sidewalk Café	\$25.00	
Taxicabs	\$25.00 each vehicle	
Fireworks	350.00 – tents, etc.) 100.00 – retail buildings (in store)	
Peddlers, Solicitors and Transient Merchant <small>(Resolution No. 06-110)</small>	\$150.00 per year	
Permit to keep Chickens	\$20.00 per year	
<b>CENTRAL SCHOOL BUILDING</b>		
<b>Monthly Rental Fees</b>		
Garden Level	\$11.02 *	
1 <sup>st</sup> Floor	\$11.97 *	
2 <sup>nd</sup> Floor	\$11.49 *	
3 <sup>rd</sup> Floor	\$ 8.58 *	
<b>CIVIC CENTER</b>		
Ice time	\$115.00 per hour – non prime	
	\$168.00 per hour – prime	
	\$200.00 per hour – tournament/competition	
	\$75.00 per hour – Miner's Pavilion (non-GRAHA)	
Dryfloor space	East Venue	\$700.00 per day – receptions/parties
		\$1,300.00 per day - commercial
		\$1,850.00 – Wedding Receptions
	West Venue	\$600.00 per day – receptions/parties
		\$1,200.00 per day – commercial
	Miner's Pavilion	\$20.00 per hour – sports
		\$100.00 half day event
		\$200.00 full day event
Lobby space		\$30.00 per hour (minimum 2 hours)
Tables		\$9.00 each
Chairs		\$1.00 each
Linens		TBD
Staging		\$20.00 per 4' x 8' section
Skate Sharpening		\$5.00
Public Skating		\$2.00 children & seniors

	\$3.00 adults	Item 9.
Open Hockey	\$7.00	
Wall Advertising	\$600.00 per year	
In-Ice Advertising	\$1,250.00 per year	
Resurfacers Advertising	\$300 - \$1,500.00 per year	
Dasher Advertising	\$800.00 per year for 1, \$1,200.00 per year for 2	
Scoreboard Advertising	\$700.00 per year	
Banner Advertising	\$750.00 per year	
Wall Sign & 1 Dasher	\$1,200.00 per year	
Wall Sign & 2 Dashers	\$1,600.00 per year	
<b>COMMUNITY DEVELOPMENT</b>		
Building Permits		
\$1.00 - \$500.00	\$23.50 *	
\$501.00 - \$2,000.00	\$23.75 * for the first \$500.00 plus \$3.50 for each additional \$100.00 or fraction thereof, to and including \$2,000.00	
\$2,001.00 - \$25,000.00	\$70.00 * for the first \$2,000.00 plus \$14.20* for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00	
\$25,001.00 to \$50,000.00	\$391.65* for the first \$25,000.00 plus \$10.20* for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00	
\$50,001.00 to 4100,000.00	\$650.20* for the first \$50,000.00 plus \$7.10* for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00	
\$100,001.00 to \$500,000.00	\$1,003.70* for the first \$100,000.00 plus \$5.66* for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00	
\$500,001.00 to \$1,000,000.00	\$3,266.10* for the first \$500,000.00 plus \$4.80* for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00	
\$1,000,001.00 and up	\$5,664.85* for the first \$1,000,000.00 plus \$3.18* for each additional \$1,000.00 or fraction thereof	
	Projects valued at greater than \$5,000,000.00 the City may, at its own discretion, negotiate this component of the building permit fee with the project owner/developer.	
Annual building Permit (as per MN Rule 1300.0120, Subparts 2 and 3)	\$505.00*	
Plan Review Fee	65% of the Permit fee	
Plan Review Fee (Similar Plans)	25% of the Permit fee	
State Surcharge	(As per MN Statute 16B.70)	
<b>Other Inspections and Fees:</b>		
1. Outside of normal business hours	\$55.55/hour*	
2. Re-inspection fees	\$55.55/hour*	

3. Inspections for which no fee is specifically indicated	\$55.55/hour*				Item 9.
4. Additional plan review required by changes, additions, or revisions to plans	\$55.55/hour*				
5. Investigation Fee	\$55.55/hour*				
6. Work commencing without building permit.	Investigative Fee/Double building permit fee. (as per MN Rule 1300.0160, Subpart 8).				
7. For use of outside consultants for plan checking and inspections or both.	Actual costs, including administrative and overhead				
8. Investigating and resolving Property Maintenance Code violations	\$55.55/hour*				
<b>Flat fees for small Residential projects</b>	<b>Base Permit Fee</b>	<b>Plan Check Fee</b>	<b>State Surcharge Fee</b>	<b>Total Fee</b>	
Re-roofing	\$60.00		\$1.00	\$61.00	
Garage Door	\$40.00		\$1.00	\$41.00	
Siding Replacement	\$60.00		\$1.00	\$61.00	
All Regulated Signs-requiring structural review.	\$57.88	\$37.62	\$1.00	\$96.50	
Detached Steps/Deck over 30" high (non-enclosed)	\$40.30	\$26.20	\$1.00	\$67.50	
Attached Steps/Deck (non-enclosed)	\$79.70	\$51.80	\$1.00	\$132.50	
Covered porch (non-enclosed)	\$113.03	\$73.47	\$1.00	\$186.50	
Fence over 6 feet in height	\$57.88	\$37.62	\$1.00	\$96.50	
Retaining Wall -Over 4 feet in height	\$57.88	\$37.62	\$1.00	\$67.50	
Egress Windows (new)	\$40.30	\$26.20	\$1.00	\$67.50	
Residential Window replacement	\$60.00		\$1.00	\$61.00	
Furnace-Replacement	\$40.30	\$26.20	\$1.00	\$67.50	
Water Heater/Softener	\$40.30	\$26.20	\$1.00	\$67.50	
Replace sink, toilet, faucet, tub (minor repairs)	\$14.50		\$1.00	\$15.50	
Residential & Commercial Demolitions	\$40.00*		\$1.00	\$41.00	
Fireplaces -& free standing stoves (Gas or Wood)	\$54.85*	\$35.65	\$1.00	\$91.50	
Emergency Number Sign	\$75.00 each				
Comprehensive Plan	\$15.15* each				
Comprehensive Plan Appendix	\$25.25* each				
Zoning Letter	\$35.35* each				
Zoning Map	\$15.15*each				
Zoning Ordinance	\$30.30* each				
Subdivision Ordinance	\$5.05* each				
Zoning Permit (Residential)	\$55.55*				
Zoning Permit (Commercial)	\$65.65*/hour (actual cost)				
Fill Permit	\$75.75*				
Sign permit (for signs not requiring structural review)	\$55.55*				

Conditional Use Permit	\$505.00*	Item 9.
Conditional Use Permit-General Sales and Service with a building footprint greater than 70,000 s.f. (Res. 07-35)	Total Actual Cost Incurred by the City (\$3,500 deposit required via escrow agreement)	
Environmental Assessment Worksheet preparation, review and processing	Total Actual Cost Incurred by the City (\$10,000 deposit required via escrow agreement)	
Subdivision	\$2,525.00*	
Minor Subdivision (Res: 13-71)	\$1,200.00	
Payment in Lieu of Commercial Land Dedication	\$135.00 per Worker	
Planned Unit Development	\$2,525.00*	
Rezoning or zoning Text Amendment	\$505.00*	
Variance	\$252.50*	
Right-of-Way/Easement	\$505.00*	
<b>Rental Permit Fees (Annually)</b>		
1 unit residential	\$100.00	
Duplex residential (2 units)	\$150.00	
<b>Multi-Unit Residential Buildings</b>		
3 – 6 units	\$200.00/building	
7 – 10 units	\$300.00/building	
11 – 12 units	\$360.00/building	
13 – 24 units	\$500.00/building	
25 units & up	\$700.00/building	
<b>Other fees charged when incurred:</b>		
Re-inspection fee for 3 <sup>rd</sup> and each additional inspection require for compliance	\$100.00/each	
Complaint-based inspection (with validated violation)	\$100.00/each	
Late Rental Registration Penalty	\$100.00/each	
Reinstatement Fee of Suspended Rental License	\$500.00/each	
First-time Rental Registration Fee (Rental Initiation Fee)	\$400.00/each	<i>Not including first year registration.</i>
Failure to Transfer Ownership of Penalty	\$100.00/each	
Operating without a License Penalty	\$500.00/each	
Appeal (Rate applies to each structure involved in the appeal.)	\$200.00/each	
Failure to Designate a Local Manager	\$100.00/each	
<b>ENGINEERING DEPARTMENT</b>		
Right of Way Improvement permit	\$50.00	
After-the-Fact ROW Permit	Two times original permit fee	
<b>Small Wireless Facility Fees</b>		
Permit Application Fee	\$1,000/unit (new structure); \$500 (existing structure)	

Co-location Rent	\$175.00 per year per site	Item 9.	
Monthly Fee for Electrical Service per radio node less than or equal to 100 max watts	\$73.00 per radio node		
Monthly Fee for Electrical Service per radio node over 100 max watts	\$182.00 per radio node		
<b>Stormwater Permit Application</b>			
Residential	\$25.00		
Commercial/Industrial (0 ac – 1 ac)	\$100.00		
Commercial/Industrial (1 ac – 3+ ac)	\$175.00		
Commercial/Industrial (3+ ac)	\$300.00		
<b>Stormwater Pollution Prevention Deposit</b>			
Residential	\$500.00		
Commercial/Industrial	\$1,000.00/\$100,000 or project cost		
<b>Stormwater Utility Rates</b>			
	As of 5/1/2020	As of 1/1/2021	As of 1/1/2022
Single-Family	\$8.00	\$8.50	\$8.75
Multi-Family	\$29.24	\$31.07	\$31.98
Commercial	\$44.78	\$47.58	\$48.98
Industrial	\$44.78	\$47.58	\$48.98
Institutional	\$39.72	\$42.20	\$43.44
City Map	\$10.00		
<b>Prints:</b>			
24/24	\$3.50 each		
24/36	\$5.00 each		
36x48	\$10.00		

Aerials contours (hard copies)	\$40.00 first copy - \$5.00 additional copy of sa	Item 9.
Aerial electronic photos (1 photo 160 acres)	\$150.00	
Aerial prints 8 ½ x 11 with property and utility	\$10.00 per parcel	
GIS Technician	\$32.47/Hour	
<b>FINANCE DEPARTMENT</b>		
Assessment Certificates	\$15.00	
Fax	\$2.00 first page each additional page 10 cents	
Worthless Check	\$30.00	
<b>FIRE DEPARTMENT</b>		
Fire report	See City wide fees relative to photo copies	
It. County false alarm ordinance – 4 <sup>th</sup> false alarm and up	\$500.00	
Yearly Day Care/Foster Care	\$50.00	
Inspection fees	\$50.00	
<b>Inspection Fees:</b> First Fire Inspection .00 Second Inspection only if violation isn't fixed or substantial progress is not made on violations \$125.00 Each additional inspection \$100.00 increments up to \$500.00 Complaint based inspections (considered a first inspection) .00 Requested fire inspection \$50.00/hour (\$50.00 minimum)		
<b>Storage of Flammable Liquids:</b> Bulk storage of flammable liquids \$150.00/year Bulk storage of liquefied petroleum (LP) \$150.00/year Each station dispensing liquefied petroleum (LP) \$50.00/year Above or underground fuel tank installation \$50.00 Underground tank removal \$50.00		
<b>Hotel Inspection Fees:</b> Base fire inspection fee (includes one follow-up inspection) \$435.00 <ul style="list-style-type: none"> <li>• Up to 35 rooms \$6.00/room</li> <li>• 36 to 100 rooms \$7.00/room</li> <li>• 101 or more rooms \$8.00/room</li> </ul> Follow-up inspection fee (if more than one) \$225.00		
Fire Safety House	\$250.00/day if agency is <b>within Itasca County</b> (up to eight hour day).  \$250.00/day if <b>outside Itasca County</b> , plus requesting agency additionally agrees to compensate the Grand Rapids Fire Departmental a rate of fifty cents per mile, as calculated by utilizing the Map Quest computer program.	
<b>PARKS AND RECREATION</b>		
Picnic kits	\$5.00	
User Fees (softball, baseball & soccer leagues)	\$5.00 (Kids)	



	\$7.50 (Adults)	Item 9.
Softball Fields	\$5.00 per game for tournaments or user fees ***	
Baseball Fields	\$25.00 per hour or user fees ***	
Soccer Fields	User fees ***	
Recreation programs	0 - \$60.00 dependent on programs	
Pool Rental	\$7.75 - \$45.00 per hour	
Family Activity Pass	\$35.00	
Softball Field Advertising	\$150.00	
*** Participants of private organizations (such as Northwoods Soccer) pay \$5.00 per player per year to use our fields. Adults pay \$15.00 per player.		
<b>POLICE DEPARTMENT</b>		
Pound Fee	\$10.00/day	
<b>Disposal of Animals:</b>		
Dog	100% of Vet Charges	
Cat	100% of Vet Charges	
Vehicle Tow Fees	Rate charged by towing company to the City.	
Funeral Escort	\$50.00	
CBD Parking Permits	\$25.00 annually	
Golf Cart Permit Fee	\$25.00 annually	
False Alarm	N/C 1 <sup>st</sup> through 3 <sup>rd</sup> false alarm \$50.00 4 <sup>th</sup> false alarm \$75.00 5 <sup>th</sup> false alarm \$100.00 6 <sup>th</sup> false alarm \$125.00 7 <sup>th</sup> false alarm \$150.00 8 <sup>th</sup> false alarm \$175.00 9 <sup>th</sup> false alarm \$500.00 10 <sup>th</sup> false alarm \$500.00 all calls after 10 <sup>th</sup>	
<b>POLICE ADMINISTRATIVE PENALTIES</b>		
Alcohol – Consuming Alcohol in unauthorized places	\$60.00	
Animals:		
Vicious animal	\$50.00	
All other animal violations	\$25.00	
Registration of a Dangerous Dog (Res. 06-61)	\$500.00	

<b>Fireworks:</b>		Item 9.
Illegal Use, Possession	\$250.00	
<b>Miscellaneous:</b>		
Curfew	\$25.00	
Failure to apply for license	\$100.00	
Golf cart and all terrain vehicle violations	\$60.00	
Illegal dumping	\$50.00	
Noise complaints	\$50.00	
Noise complaints second violation in 12 months	\$100.00	
Park ordinance violations	\$25.00	
Public nuisance	\$100.00	
Snowmobile Violations	\$60.00	
Skateboard violations	\$40.00	
Trespassing	\$50.00	
Display for sale vehicles (Ord. 23.7-D1)	\$50.00	
<b>Parking:</b>		
Fire Lane	\$50.00	
Blocking Fire Hydrant	\$50.00	
Failure to pay all parking fines after 30 days	50.00	
<b>Traffic:</b>		
Exhibition Driving	\$100.00	
<b>Speed (1-10 mph over posted limit)</b>	<b>\$60.00*</b>	(as required by State Statute 5-21-09)
<b>Stop Signs</b>	<b>\$60.00*</b>	(as required by State Statute 5-21-09)
<b>Unreasonable Acceleration</b>	<b>\$60.00*</b>	(as required by State Statute 5-21-09)
<b>Mufflers 169.69 (Add)</b>	<b>\$60.00*</b>	(as allowed by State Statute 5-21-09)
<b>Hitching 169.46 (Add)</b>	<b>\$60.00*</b>	(as allowed by State Statute 5-21-09)

<b>Weapons:</b>		Item 9.
Discharge of Display of Pellet/Guns	\$50.00	
<b>PUBLIC WORKS</b>		
Equipment Hourly rates: **		
Pickups	\$25.00	
Trucks / Plows	\$45.00	
Heavy equipment	\$80.00	
Mowing Equipment	\$25.00	
Chipper, compressor, steamer	\$25.00	
Lawn movers/weed eaters	\$15.00	
Ice Resurfacer (Zamboni)	\$175.00	
Materials: **		
Cold Mix	\$130.00/ton	
Sand	\$15.00/yard	
Straight Salt	\$75.00/yard	
Treated Salt	\$90.00/yard	
Paint	\$13.37/gal.	
Magnesium Chloride	\$1.50/gal.	
Mailbox installation	\$275.00 (includes post and mailbox)	
** Rates apply to contract services provided for Intergovernmental agencies such as Itasca County, MNDOT, ICC, School District 318, and the DNR. Hourly wage and benefits to be included in addition to listed hourly equipment rates. The only exception is the fee for the ice resurfacer		



CITY OF  
**GRAND RAPIDS**  
IT'S IN MINNESOTA'S NATURE

## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** October 25, 2021

**AGENDA ITEM:** Consider approving a resolution committing \$77,071 from the Permanent Improvement Revolving Fund for the Grand Rapids/Cohasset Industrial Park Infrastructure Project.

**PREPARED BY:** Barb Baird

---

### **BACKGROUND:**

In July 2021, the City was awarded \$1,900,600 in Federal Economic Administration funding for the Grand Rapids/Cohasset Industrial Park Infrastructure Project. The City's projected share for construction segment-3 of the project is \$77,071.

A resolution is needed as part of the documents required for DEED's Greater Minnesota Business Development Public Infrastructure Grant Program.

### **REQUESTED COUNCIL ACTION:**

Make a motion to approve a resolution committing \$77,071 from the Permanent Improvement Revolving Fund for the Construction Segment-3 of the Grand Rapids/Cohasset Industrial Park Infrastructure Project.

Council member introduced the following resolution and moved for its adoption:

RESOLUTION NO. 21-

A RESOLUTION COMMITTING \$77,071 FROM THE PERMANENT IMPROVEMENT REVOLVING FUND FOR THE CONSTRUCTION SEGMENT-3 OF THE GRAND RAPIDS/COHASSET INDUSTRIAL PARK INFRASTRUCTURE PROJECT

WHEREAS, in July 2021, the City was awarded \$1,900,600 in Federal Economic Development Administration funding for the City Project Industrial Park Infrastructure Project, and

WHEREAS, the City Project Segment-3, Entrance Road Sewer and Water Mains, has City funds committed, and

WHEREAS, there is a \$77,071 commitment from the Permanent Improvement Revolving Fund, and

NOW THEREFORE, BE IT RESOLVED, the City Council of the City of Grand Rapids, Itasca County, Minnesota, authorizes committing \$77,071 from the Permanent Improvement Revolving Fund for the construction segment-3 of the Grand Rapids/Cohasset Industrial Park Infrastructure Project.

Adopted this 25<sup>th</sup> day of October 2021.

\_\_\_\_\_  
Dale Christy, Mayor

Attest:

\_\_\_\_\_  
Kim Gibeau, City Clerk

Councilmember seconded the foregoing resolution and the following voted in favor thereof: ; and the following voted against same: None, whereby the resolution was declared duly passed and adopted.



CITY OF  
**GRAND RAPIDS**  
IT'S IN MINNESOTA'S NATURE

## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** 10/25/2021

**AGENDA ITEM:** Consider a request by the police department to apply and accept a grant from AAA- The Auto Club Group in the amount of \$1200.00, and consider adopting a resolution to accept the same.

**PREPARED BY:** Kevin Ott

---

### **BACKGROUND:**

The Grand Rapids Police Department was notified of this grant the day that it was due to be submitted. The application was made to receive \$1200.00 for traffic safety and enforcement equipment. The grant funds cannot be used for salaries, staffing or overtime, but is intended to be used for traffic safety equipment.

We were notified on 10/18/2021 that we were awarded the grant in the amount of \$1200.00.

### **REQUESTED COUNCIL ACTION:**

Make a motion adopting a resolution to accept \$1200.00 from AAA- The Auto Club Group to be used to purchase traffic safety equipment.

Council member introduced the following resolution and moved for its adoption:

RESOLUTION NO. 21-

A RESOLUTION ACCEPTING A GRANT OF \$1,200 FROM AAA-THE AUTO CLUB GROUP TO THE GRAND RAPIDS’ POLICE DEPARTMENT FOR EQUIPMENT

WHEREAS, Minnesota State Statutes 465.03, states that cities may accept gifts of real or personal property, including money, and use them in accordance with the terms the donor prescribes; and

WHEREAS, every such acceptance shall be by resolution of the governing body adopted by two-thirds majority of its members,

NOW THEREFORE, BE IT RESOLVED, the City Council of the City of Grand Rapids, Itasca County, Minnesota, accepts the listed donation and terms of the donor as follows:

- AAA-The Auto Club Group has granted the Grand Rapids Police Department \$1,200 for equipment purchases.

Adopted this 25<sup>th</sup> day of October , 2021

---

Dale Christy, Mayor

Attest:

---

Kimberly Gibeau, City Clerk

Councilmember seconded the foregoing resolution and the following voted in favor thereof ; and the following voted against same: None, whereby the resolution was declared duly passed and adopted.



CITY OF  
**GRAND RAPIDS**  
IT'S IN MINNESOTA'S NATURE

## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** October 25, 2021

**AGENDA ITEM:** Consider adopting a resolution accepting a bench donation from the Reisinger Family in honor of Ken Reisinger.

**PREPARED BY:** Matt Wegwerth

---

### **BACKGROUND:**

The City has a dedicate a bench program where citizens can purchase and donate a bench dedicating it in honor of a person or persons. The Reisinger Family have submitted the paperwork and fee for a bench in honor of Ken Reisinger to be placed at the corner of SE 7<sup>th</sup> Avenue and 13<sup>th</sup> Street.

### **REQUESTED COUNCIL ACTION:**

Make a motion adopting a resolution accepting a bench donation from The Reisinger Family in honor of Ken Reisinger.



Council member introduced the following resolution and moved for its adoption:

RESOLUTION NO. 21-

A RESOLUTION ACCEPTING A \$2,368.35 DONATION FOR THE INSCRIPTION  
AND COST OF ONE PARK BENCH

WHEREAS, Minnesota State Statutes 465.03, states that cities may accept gifts of real or personal property, including money, and use them in accordance with the terms the donor prescribes; and

WHEREAS, every such acceptance shall be by resolution of the governing body adopted by two-thirds majority of its members.

NOW THEREFORE, BE IT RESOLVED, the City Council of the City of Grand Rapids, Itasca County, Minnesota, accepts the listed donation and terms of the donor as follows:

- An area resident donated \$2,368.35 for the inscription and cost of a park bench to be placed on the corner of SE 7<sup>th</sup> Avenue and 13<sup>th</sup> Street .

Adopted this 25<sup>th</sup> day of October, 2021.

---

Dale Christy, Mayor

Attest:

---

Kim Johnson-Gibeau, City Clerk



CITY OF  
**GRAND RAPIDS**  
IT'S IN MINNESOTA'S NATURE

## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** October 25, 2021

**AGENDA ITEM:** Consider donating playground equipment to the Itasca Family YMCA.

**PREPARED BY:** Dale Anderson, Director of Parks & Recreation

---

### **BACKGROUND:**

When the East Elementary was built, a playground that we had installed in 2003 needed to be removed. The equipment has been stored at Public Works for two years. We currently don't have a location that needs the equipment so I'm recommending that we donate it to the Itasca Family YMCA.

### **REQUESTED COUNCIL ACTION:**

Make a motion to donate playground equipment to the Itasca Family YMCA.



CITY OF  
**GRAND RAPIDS**  
IT'S IN MINNESOTA'S NATURE

## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** October 25<sup>th</sup>, 2021

**AGENDA ITEM:** Consider approving a resolution authorizing City staff to obtain easements related to CP 2003-18, 21<sup>st</sup> Street SW Extension.

**PREPARED BY:** Matt Wegwerth

---

### BACKGROUND:

CP 2003-18, 21<sup>st</sup> Street SW Extension, is currently in the preliminary design phase. In order for the project to be constructed, permanent and temporary easements will be required. The attached resolution authorizes City staff to obtain said easements by donation, negotiation or through eminent domain. All easements will be brought to the City Council for final approval.

### REQUESTED COUNCIL ACTION:

Make a motion approving a resolution authorizing City staff to obtain easements related to CP 2003-18, 21<sup>st</sup> Street SW Extension.

Council member \_\_\_\_\_ introduced the following resolution and moved for its adoption:

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION TO EFFECT ACQUISITION OF CERTAIN PROPERTY BY DONATION, NEGOTIATION OR THROUGH EXERCISE OF THE CITY'S POWER OF EMINENT DOMAIN CITY PROJECT 2003-18**

WHEREAS, the Engineering Department for the City of Grand Rapids is developing an infrastructure project, City Project 2003-18, 21<sup>st</sup> Street SW Extension; and

WHEREAS, on or about June 28, 2021, the City ordered the preparation of a Feasibility Report in connection with City Project 2003-18 for the extension of certain improvements with reference to the proposed 21<sup>st</sup> Street SW Extension; and

WHEREAS, the Engineering Department for the City of Grand Rapids has been working on preliminary design for said project; and

WHEREAS, the City of Grand Rapids finds that acquisition of the property interests described in Exhibit "A" and on file in the engineering office are necessary for the purpose of making the improvements and in the best interests of the public and the City and in accord with the public purposes and provisions of applicable laws; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GRAND RAPIDS, MINNESOTA, AS FOLLOWS:

1. That the acquisition by the City of the property interests set forth in Exhibit "A" and on file in the engineering office is necessary for the purpose of making the foregoing improvements and in the best interests of the public and the City and in accord with the public purposes and provisions of applicable laws.
2. That the City Engineer and the City Attorney are authorized and directed on behalf of the City to acquire the property interests above-described by donation, negotiation or through the exercise of the City's power of eminent domain and to take title and possession of that land prior to the filing of an award by the Court appointed Commissioners, pursuant to Minnesota law, including but not limited to, *Minnesota Statutes, Section 117.042*. The City Engineer and the City Attorneys are further authorized to take all actions necessary and desirable to carry out the purpose of this resolution.
3. That the City's staff and its attorneys are hereby authorized to make offers to purchase those property interests set forth in Exhibit "A".

Adopted by the City Council this \_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Dale Christy, Mayor

ATTEST:

\_\_\_\_\_  
Kim Johnson-Gibeau, City Clerk

Councilmember \_\_\_\_\_ seconded the foregoing resolution and the following voted in favor thereof: \_\_\_\_\_; and the following voted against same: \_\_\_\_\_ whereby the resolution was declared duly passed and adopted.

**EXHIBIT "A"**  
**to**  
 A RESOLUTION TO EFFECT ACQUISITION OF CERTAIN  
 PROPERTY BY DONATION, NEGOTIATION OR THROUGH  
 EXERCISE OF THE CITY'S POWER OF EMINENT DOMAIN

<b>Parcel ID</b>	<b>Owner</b>	<b>Public Infrastructure Easements Needed</b>
91-029-4302	Adam and Jessica Glueck	40' permanent easement
91-029-4303	Chad and Taylor Anderson	40' permanent easement plus storm water easement
91-029-4310	Todd and Tracy Hammill	40' permanent easement plus temporary easement
91-029-4307	Travis and Kristina Lillis	temporary easement
91-032-1161	Crystal Serratore Trust	temporary easement
91-715-0110	Brandon Zahn	temporary easement
91-686-0110	St. Joesephs Catholic Church	temporary easement
91-686-4000	St. Joesephs Catholic Church	temporary easement



CITY OF  
**GRAND RAPIDS**  
IT'S IN MINNESOTA'S NATURE

## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** October 25, 2021  
**AGENDA ITEM:** PW PT Eligibility List for Winter Maintenance  
**PREPARED BY:** Cynthia Lyman

---

### **BACKGROUND:**

The Public Works Department utilizes part-time intermittent employees to facilitate snow removal during the winter snow plowing season. The following list of part-time employees will work on an “as needed” basis. All are return employees except for Joshua Gould, who is new to Public Works this year, they will be effective 10-26-21 with an end date of 4-30-21. The new wage rate, effective June 13<sup>th</sup>, 2021, will be \$21.00 per hour.

Cody Alleman  
Jim Columbus  
Kim Forster  
Joshua Gould  
Scott Holm  
Marlon Lewandowski  
Kelly Morris  
Steve Ross  
Wyatt Simonson

### **REQUESTED COUNCIL ACTION:**

Make a motion to approve the Public Works Department hiring from the above eligibility list of part-time winter maintenance workers for the 2021-2022 winter maintenance season.



CITY OF  
**GRAND RAPIDS**  
IT'S IN MINNESOTA'S NATURE

## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** October 25, 2021

**AGENDA ITEM:** Consider the renewal of the Group Vision Care Plan through Avesis.

**PREPARED BY:** Lynn DeGrio

---

### BACKGROUND:

The City of Grand Rapids offer a Vision Plan option to employees, where employees pay 100% of the premium. Avesis is the vision care provider, and offer a two (2) year guarantee on the premium rates. The attached Group Vision Care Plan Renewal Agreement needs to be signed along with the attached Premium collection form and Business Associates Agreement in order to continue offering the coverage to employees. The renewal period is January 1, 2022 to December 31, 2023.

### REQUESTED COUNCIL ACTION:

Make a motion to authorize the Mayor to sign the Group Vision Plan Renewal Agreement, Premium Collection Form, and Business Associates Agreement for the renewal period January 1, 2022 to December 31, 2021.

October 1, 2021

RE: 50790-1599 City of Grand Rapids

Hello

Thank you for choosing Avēsis as your vision carrier. Below is your group's current plan information:

**Current Plan:** 980

**Wholesale Frame Allowance:** \$50

**Lens Options Package:** NA

**Contact Lens Allowance:** \$130

**Current rates:** \$6.90 / \$13.04 / \$14.21 / \$18.30

**Copay:** \$0 / \$10

Based on member utilization, we recommend the following packages, which provide more value than your current plan:

Lens Options	980	Recommendation 1: 050130KZL3	Recommendation 2: 050130KZL5
Youth Polycarbonate		✓	✓
Adult Polycarbonate		✓	✓
Standard Scratch		✓	✓
UV Screening		✓	✓
Solid or Gradient Tint		✓	✓
Standard Anti-Reflective		✓	✓
Level 1 Progressives			✓
Level 2 Progressives			
	EE \$6.90	EE \$8.64	EE \$9.56
	ES \$13.04	ES \$16.57	ES \$18.44
	EC \$14.21	EC \$18.08	EC \$20.13
	EF \$18.30	EF \$23.36	EF \$26.04
<b>Plan Renewal Pricing</b>			
<b>Duration</b>	2-Years	4-Years	
<b>Potential Member Savings</b>		\$268	\$418

**Renewal Selection**       980       050130KZL3       050130KZL5

Unless you request otherwise, your benefits will renew automatically with your current plan, effective January 01, 2022 to December 31, 2023. Please select your plan above, then sign and return by email to [renewals@avesis.com](mailto:renewals@avesis.com) or to 855-643-6630 within 30 days of the renewal date.

If you have questions, please call 844-630-1100 or email [accountmanager@avesis.com](mailto:accountmanager@avesis.com).

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

Premium is subject to adjustment in the event of changes in benefits, contributions, or the number of eligible employees, or any future additional tax, fee, or assessment imposed by the federal or state governments with associated administrative costs and expenses.







# Premium Collection Form

EMPLOYER NAME: \_\_\_\_\_ Grand Rapids \_\_\_\_\_ BRANCH: \_\_\_\_\_

CLIENT ID: 4601-8353-6645 ,BS04 & BS04R

If you have multiple branches, subsidiaries, or locations and offer different benefit plans/premiums for each, please complete a separate form for each group.

**PLEASE NOTE: To maintain compliance with federal law,** COBRAToday requires that any changes in rates must be submitted to COBRAToday at least 15 days before the effective date. Failure to supply any changes in rates by this deadline will result in a delay of the effective date for the rate change. If received within 15 days of the effective date, implementation will be delayed until the first of the month following the month in which the rates were received. **Under federal law, COBRAToday cannot charge Participants retroactive premium changes.** If you fail to communicate any changes in rates before COBRAToday's deadline, you may have to pay the premium difference to your carrier. COBRAToday will not have any liability for any losses in premium differences due to a Plan Sponsor's failure to communicate rate changes or corrections in a timely manner.

**EFFECTIVE DATE:** From 1/1/2022 Through 12/31/2023 (Use separate form for different effective dates.)

**BENEFIT PLAN INFORMATION:** Please supply the exact carrier rates. COBRAToday will add the 2% administration fee if applicable. If Plans are age-rated, attach age-rated tables as provided by the carrier. The carrier information requested below is for informational purposes only. COBRAToday will not notify carriers directly of any COBRA changes unless contracted to do so through our Premium Services Department.

Coverage Type	Plan Name	Employee Only	Employee + Spouse	Employee + 1 Child	Employee + Family	Employee + Children
---------------	-----------	---------------	-------------------	--------------------	-------------------	---------------------

Medical (Opt 1): \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_

Is this Plan Self -Funded?  No  Yes  
 Does this Plan replace a former Plan?  No  Yes Name of former Plan: \_\_\_\_\_  
 COBRA Period Begins:  First of the month following qualifying event  Day after qualifying event  Other (please specify): \_\_\_\_\_  
 Insurance Carrier Name: \_\_\_\_\_ Carrier Address: \_\_\_\_\_

Medical (Opt 2): \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_

Is this Plan Self -Funded?  No  Yes  
 Does this Plan replace a former Plan?  No  Yes Name of former Plan: \_\_\_\_\_  
 COBRA Period Begins:  First of the month following qualifying event  Day after qualifying event  Other (please specify): \_\_\_\_\_  
 Insurance Carrier Name: \_\_\_\_\_ Carrier Address: \_\_\_\_\_

Medical (Opt 3): \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_

Is this Plan Self -Funded?  No  Yes  
 Does this Plan replace a former Plan?  No  Yes Name of former Plan: \_\_\_\_\_  
 COBRA Period Begins:  First of the month following qualifying event  Day after qualifying event  Other (please specify): \_\_\_\_\_  
 Insurance Carrier Name: \_\_\_\_\_ Carrier Address: \_\_\_\_\_

Dental: \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_

Is this Plan Self -Funded?  No  Yes  
 Does this Plan replace a former Plan?  No  Yes Name of former Plan: \_\_\_\_\_  
 COBRA Period Begins:  First of the month following qualifying event  Day after qualifying event  Other (please specify): \_\_\_\_\_  
 Insurance Carrier Name: \_\_\_\_\_ Carrier Address: \_\_\_\_\_

Vision: \_\_\_\_\_ Without Exam \$ \$6.90 \$ \$13.04 \$ \$14.21 \$ \$18.30 \$ \$14.21

Is this Plan Self -Funded?  No  Yes  
 Does this Plan replace a former Plan?  No  Yes Name of former Plan: Avesis Vis - COBRA & RETIREE  
 COBRA Period Begins:  First of the month following qualifying event  Day after qualifying event  Other (please specify): \_\_\_\_\_  
 Insurance Carrier Name: Avesis Carrier Address: \_\_\_\_\_

HRA: \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_

Other: \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_

FSA Plan Year End Date: \_\_\_\_\_ Annual Maximum: \$ \_\_\_\_\_

★ Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please fax completed form(s) to 608-663-2753.

TASC • 2302 International Lane • Madison, WI 53704-3140 • 1-800-422-4661 • Fax: 608-663-2753 • www.tasconline.com

The information in this communication is confidential and may only be used by the authorized recipient only for its intended purpose only. Any other use or disclosure is prohibited.

CO-0007-103012

## Business Associates Agreement

I am an officer or authorized person of City of Grand Rapids

and authorize A.T. Group, LLC

to access City of Grand Rapids

information related to the enrollment and disenrollment, or summary health information (non-identifying information) as it relates to the insurance coverage underwritten by Avesis a Guardian Company. To effectively manage access we require your company to inform us as soon as possible should there be a change of broker or other reason to modify account access.

Group Name City of Grand Rapids Broker Name A.T. Group, LLC

Signature \_\_\_\_\_ Signature 



## City of Grand Rapids

### An In-Depth Look

#### Reliable & Dependable

Avēsis is a national leader in providing exceptional vision care benefits for millions of commercial members throughout the country. The Avēsis vision care products give our members an easy-to-use wellness benefit that provides excellent value and protection.

#### Employee Paid Rates Per Month

Employee Only	\$6.90
Employee + Spouse	\$13.04
Employee + Child	\$14.21
Employee + Family	\$18.30

Underwritten by: Fidelity Security Life Insurance Company, Kansas City, MO Policy #: VC-16, Form M-9059

Vision Care Services	In-Network Member Benefits	Out-of-Network Reimbursement
<b>Materials:</b> \$10 copayment (Materials copay applies to frame or spectacle lenses, if applicable.)		
<b>Frame Allowance*</b>	Members receive a \$50 wholesale allowance Up to \$150 retail value <sup>†</sup>	Up to \$45.00
<b>Standard Spectacle Lenses</b>		
Single Vision	Covered in full after materials copay	Up to \$25.00
Bifocal	Covered in full after materials copay	Up to \$40.00
Trifocal	Covered in full after materials copay	Up to \$50.00
Lenticular	Covered in full after materials copay	Up to \$80.00
Standard Progressives	Covered up to \$50, plus 20% off retail	up to \$40.00
<b>Other Lens Options<sup>‡</sup></b>		
Lens Options are discounted up to 20% off retail		
<b>Contact Lenses<sup>§</sup></b> (in lieu of frame and spectacle lenses)		
Elective	\$130 allowance	\$130.00
Medically Necessary	Covered in full	\$250.00
<b>Refractive Laser Surgery</b>	Provider discount up to 25% One-time/lifetime allowance of \$150	\$150.00
<b>Frequency</b>		
<b>Lenses or contact lenses</b>	Once every 12 Months	Once every 12 Months
<b>Frame</b>	Once every 24 Months	Once every 24 Months

<sup>‡</sup> Discounts are not insured benefits

<sup>§</sup> Prior authorization is required for medically necessary contacts.

#### How can we help you?

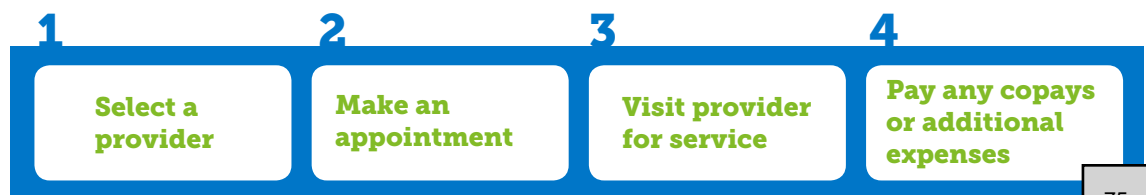
**Avēsis Website:**  
www.avesis.com

**Customer Service:**  
800-828-9341  
7 a.m. - 8 a.m. EST

**LASIK Provider:**  
877-712-2010

### Here's How It Works

When you need to see an eye care professional, simply visit [www.avesis.com](http://www.avesis.com) or contact Avēsis' Customer Service Monday through Friday, 7 a.m. to 8 p.m. (EST) at 800-828-9341 to receive a listing of providers in your area.



<sup>†</sup> Values provided may be more or less depending on the providers retail pricing.

<sup>\*</sup> At participating Walmart locations, retail pricing for your plan is \$68. At participating Costco locations, retail pricing is \$54.99.

## Using Out-of-Network Providers

Members who elect to use an out-of-network provider must pay the provider in full at the time of service and submit a claim to Avësis for reimbursement. Reimbursement levels are in accordance with the out-of-network reimbursement schedule previously listed. Out-of-network benefits are subject to the same eligibility, availability, frequency of benefits, and limitation and exclusion provisions of the plan, and are in lieu of services provided by a participating Avësis provider. Out-of-network claim forms can be obtained by contacting Avësis' Customer Service Center or your group administrator, or by visiting [www.avesis.com](http://www.avesis.com).

## Limitations and Exclusions

Some provisions, benefits, exclusions, or limitations listed herein may vary depending on your state of residence.

### Limitations:

This plan is designed to cover eye examinations and corrective eyewear. It is also designed to cover visual needs rather than cosmetic options. Should the member select options that are not covered under the plan, as shown in the schedule of benefits, the member will pay a discounted fee to the participating Avësis provider. Benefits are payable only for services received while the group and individual member's coverage is in force.

### Exclusions:

There are no benefits under the plan for professional services or materials connected with and arising from:

- 1) Orthoptics or vision training;
- 2) Subnormal vision aids and any supplemental testing, aniseikonic lenses;
- 3) Plano (non-prescription) lenses, sunglasses;
- 4) Two pair of glasses in lieu of bifocal lenses;
- 5) Any medical or surgical treatment of eye or supporting structures;
- 6) Replacement of lost or broken lenses, contact lenses or frames, except when the member is normally eligible for services;
- 7) Any eye examination or corrective eyewear required by an employer as a condition of employment and safety eyewear;
- 8) Services or materials provided as a result of Workers' Compensation Law, or similar legislation, required by any governmental agency whether Federal, State, or subdivision thereof;
- 9) Any vision examination;
- 10) Services or materials provided by any other group benefit plan providing vision care.

### Refractive Surgery Vision Benefit Exclusions:

Benefits are not payable for any of the following:

- 1) Routine vision examinations or corrective vision materials, including corrective eyeglasses, fittings, lenses, frames, or contact lenses; or
- 2) Medical or surgical procedures, services, or treatments:
  - a. not specifically covered under this Rider;
  - b. provided free of charge in the absence of insurance
  - c. payable under any Workers' Compensation law or similar statutory authority
  - d. payable under governmental plan or program, whether Federal, state, or subdivisions thereof.

## Termination Provisions

Coverage will end on the earliest of: the date the policy ends, the date the employee's employment ends, or the date the employee is no longer eligible.

## Notes and Disclaimers

The contact lens allowance may be used all at once or throughout the plan year as needed or may be applied toward contact lenses only, or both contact lenses and professional services (fitting fees). Refractive Laser Surgery is considered an elective procedure, and may involve potential risks to patients. Avësis is not responsible for the outcome of any refractive surgery.

Insured benefits are administered by Avësis Third Party Administrators, Inc., Phoenix, AZ



CITY OF  
**GRAND RAPIDS**  
IT'S IN MINNESOTA'S NATURE

## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** 10/25/2021

**AGENDA ITEM:** Consider a request by the police department to donate 17- X26 Tasers to the Hibbing Community College law enforcement program.

**PREPARED BY:** Kevin Ott

---

### BACKGROUND:

The Grand Rapids Police Department is requesting to donate 17- X26 Tasers to the Hibbing Community College (HCC). These Tasers are no longer covered by warranty by the Axon Corporation and many of them are no longer functional. The law enforcement program at HCC would use these Tasers to allow students to get used to carrying a Taser, but they would all be dismantled so that the Tasers would not function in any way.

### REQUESTED COUNCIL ACTION:

Make a motion to allow the police department to donate 17- X26 Tasers to the Hibbing Community College law enforcement program.



CITY OF  
**GRAND RAPIDS**  
 IT'S IN MINNESOTA'S NATURE

## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** October 25, 2021

**AGENDA ITEM:** Consider approving the continuation of general liability insurance through the League of Minnesota Cities Insurance Trust for calendar year 2022.

**PREPARED BY:** Lynn DeGrio

---

### BACKGROUND:

We are assisting Marsh McLennan Agency in the preparation of the City's general liability insurance coverage application for 2022 to the League of Minnesota Cities Insurance Trust. We have had our insurance coverage through the League for many years. The League's insurance coverage is very comprehensive and they have, for the past several years, given us a substantial refund check at the end of the year, which represents our portion of the refund to the cities insured by them because of lower than anticipated insurance claims.

Because of the volume of applications that the League receives at this time of year, they normally do not have a quote for our insurance back to us before the first of the years. However, Marsh McLennan Agency will provide us with a binder to indicate that we do have insurance coverage through the League even though we have not received the quote or paid the premium.

When the quote for the 2022 insurance is received, it will be placed on the agenda for your consideration.

### REQUESTED COUNCIL ACTION:

Make a motion to approve the continuation of our general liability insurance through the League of Minnesota Cities Insurance Trust for the calendar year 2022.



CITY OF  
**GRAND RAPIDS**  
IT'S IN MINNESOTA'S NATURE

## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** October 25, 2021

**AGENDA ITEM:** Consider waiving the statutory liability to the extent of the coverage purchased.

**PREPARED BY:** Lynn DeGrio

---

### BACKGROUND:

In previous years, the issue of whether or not to waive the statutory tort liability limits to the extent of the coverage purchased has been discussed in detail. It has been determined that the City would waive the monetary limits on the tort liability established by Minnesota Statutes 466.04, to the extent of the limits of the liability coverage obtained from LMCIT. Claims to which the statutory municipal tort limits do not apply are not affected by this decision. In the past, we have opted to waive the statutory tort limits and not purchase excess liability. Because this decision must be made by the City Council annually, we are again asking that it continue to be waived.

### REQUESTED COUNCIL ACTION:

Make a motion to continue waiving the statutory tort limits to the extent of the coverage purchased.

ITEM # \_\_\_\_\_



## REQUEST FOR CITY COUNCIL CONSIDERATION

**AGENDA DATE:** October 25, 2021  
**AGENDA ITEM:** Consider approval of the preliminary plat of Hawkinson Commercial Development.  
**PREPARED BY:** Eric Trast, Community Development Department

### BACKGROUND:

A preliminary plat entitled “Hawkinson Commercial Development” was submitted by Hawkinson Construction Company, Inc., and developer Mark Hawkinson, Round 2 Development, and filed with the City on September 7, 2021. The property included within the preliminary plat is 22.28 acres in area and generally located south of Home Depot & Applebee’s, north of 29th Street SE (of which primary access to the lots will be gained), and also fronting on Hwy. 169 South. (*see attached location map*) A complete legal description of the subject property is included with the preliminary plat documents.

The plat area is currently undeveloped with the exception of 29th St. SE (North ½) and 2nd Ave. SE, and complementary sidewalks and non-motorized, multi –purpose trail. City water, sanitary sewer, and storm-water infrastructure are adjacent to the subject property.

The property, proposed for subdivision, is located within the GB (General Business) zoning district. A request for a Zoning Map Amendment, for any of the proposed lots, is not anticipated, or necessary, for the proposed uses at this time.

The plat petitioner has indicated that the six proposed lots will be developed as follows:

- Lot 1, Block 1: (1.14 acres) Future development undetermined at this time.
- Lot 2, Block 1: (3.02 acres) Convenience Store & Gas Station.
- Lot 3, Block 1: (1.46 acres) Car Wash
- Outlot A (9.75 acres) Future development undetermined at this time.
- Outlot C – east side of 2<sup>nd</sup> Ave. SE (2.23 acres) Future development undetermined at this time.
- Outlot B – east side of 2nd Ave. SE (2.10 acres) Stormwater retention pond, currently established, proposed to be enlarged.



- 29<sup>th</sup> Street SE right-of-way (north half) will be dedicated within the subject plat. The street was established through a perpetual easement granted to the city in 2006.
- 2nd Avenue SE right-of-way will be dedicated within the subject plat. The avenue was established through a perpetual easement granted to the city in 2006.
- Utilities and access will be accommodated within a private drive/access road and utility easement on the western 1/3 of the property (accessed from 29<sup>th</sup> St. SE and easement on the north).

The 2020 Comprehensive Plan's general vision for land use in the area of this proposed subdivision is that of Highway Commercial, which is consistent with the current zoning designation, as well as the existing uses along the eastern side of Hwy #169 in this area.

The staff review committee, consisting of the Director of Public Works/City Engineer, Fire Chief, Grand Rapids PUC, Director of Parks and Recreation, and Community Development Department, has reviewed the preliminary plat for technical standards and found that it substantially complies with the City's subdivision requirements. However, there are a few comments identified by the review committee that should be addressed. Those items are as follows:

- PUC Electric Department- Existing electric line on the very SW corner of the platted property crosses into non-easement proposed piece of the property.
- Community Development Department- Lot Line Easement duplication from Lot 3, into the infrastructure/access easement.
- Public Works/Engineering Department-
  - Some of the lots have a 10' drainage and utility easement around the perimeter, and others do not or only have it on some lot lines. Consistency with easement dedication.
  - The SE corner where the kiosk is located, excluded from lot, part of right-of-way?
    - Staff determined this piece would be part of the 2nd Ave. SE R-O-W and not a small remnant lot.
- The Subdivision Agreement, to be considered at the final plat approval, shall incorporate a parkland dedication fee, in lieu of dedication of land and in accordance with Section 30-266, as requested by the Parks and Recreation Department.
- District 1 MN Dot Office, as required by Minnesota Statute 505.03: minor highway easement adjustment in the SW corner of plat.

The Planning Commission conducted a public hearing to consider their recommendation to the City Council regarding the approval of this preliminary plat at a rescheduled meeting on October 18, 2021. The Planning Commission found that the proposed subdivision was consistent with the Comprehensive Plan and approved a motion to recommend approval of the preliminary plat of Hawkinson Commercial Development, contingent upon those items, described above, being addressed.

**ATTACHMENTS:**

**REQUESTED COUNCIL ACTION:**

Make a motion approving the preliminary plat of Hawkinson Commercial Development, including staff review committee comments being addressed, as recommended by the Planning Commission (with any additional changes the Council deems appropriate and necessary).



Area of Proposed Subdivision

Home Depot

Wal-Mart

Zion Lutheran Church

S US Hwy 169

SE 2nd Ave

S US Hwy 169

SE 2nd Ave

SW 1st Ave

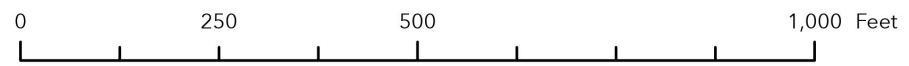
SW 30th St

US Hwy 169 US Hwy 169

SE 2nd Ave

City of Grand Rapids

Hawkinson Commercial Development  
 (Preliminary Plat)



**Eric Trast**

---

**From:** Jeremy Goodell <jjgoodell@grpuc.org>  
**Sent:** Tuesday, September 14, 2021 1:10 PM  
**To:** Eric Trast  
**Subject:** RE: Hawkinson Commercial Development Preliminary Plat Review  
**Attachments:** GRPU Comments Electric Hawkinson Plat.pdf

Eric,

The only comment I have is the electric line on the very SW corner of the platted property crosses into non-easement property. Everything else looks fine. See attached with the red marked area.

Thanks,

Jeremy Goodell, Electric Department Manager  
 Grand Rapids Public Utilities Commission  
 500 SE 4<sup>th</sup> St., Grand Rapids, MN 55744  
 W: 218.326.7182, F: 218.326.7499, [jjgoodell@grpuc.org](mailto:jjgoodell@grpuc.org)  
[www.grpuc.org](http://www.grpuc.org) "GRPUC – Service is Our Nature"

**From:** Eric Trast [mailto:ETrast@ci.grand-rapids.mn.us]  
**Sent:** Tuesday, September 7, 2021 1:44 PM  
**To:** Julie Kennedy <jakennedy@grpuc.org>  
**Cc:** Rob Mattei <rmattei@ci.grand-rapids.mn.us>; Steve Mattson <srmatton@grpuc.org>; Jeremy Goodell <jjgoodell@grpuc.org>  
**Subject:** Hawkinson Commercial Development Preliminary Plat Review

**Caution:** This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Julie-

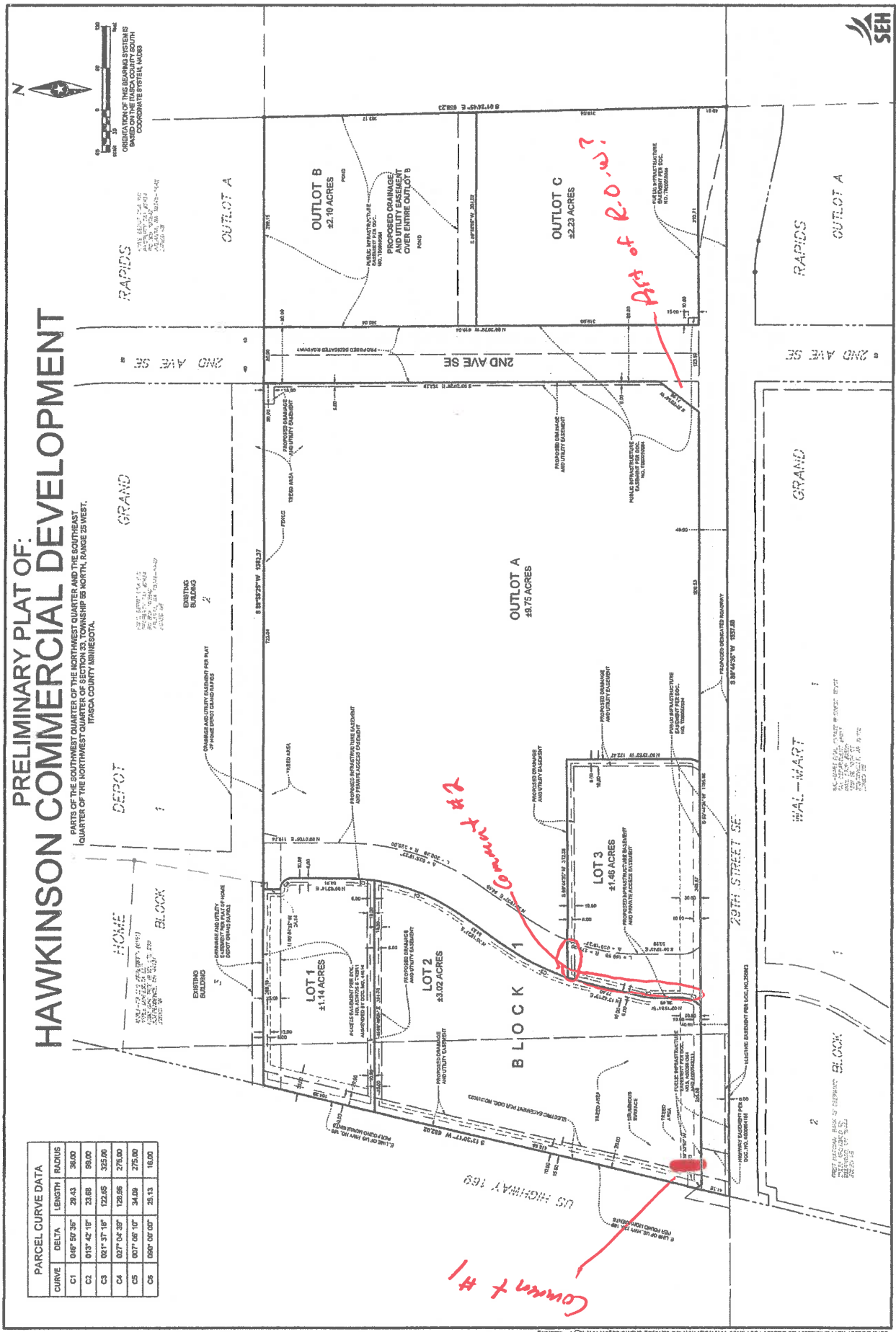
Attached is a review committee memo, plat application, preliminary plat of Hawkinson Commercial Development, and the utility sheets (let me know if this comes through... the plan utility set is 16 MB).

Feel free to reach out with any questions.

Thank you,

Eric

**Eric Trast**  
 Zoning Administrator  
 City of Grand Rapids  
 420 North Pokegama Avenue  
 Grand Rapids, MN 55744-2662  
**Office:** 218-326-7650  
**Fax:** 218-326-7621



## Eric Trast

---

**From:** Steve Mattson <smattson@grpuc.org>  
**Sent:** Wednesday, September 15, 2021 11:43 AM  
**To:** Eric Trast; Julie Kennedy  
**Subject:** RE: Hawkinson Commercial Development Preliminary Plat Review

Eric,  
 Our water wastewater team does not have any major issues with what is proposed. We are mainly concerned about the piping materials to be used, which I would assume would be PVC (sewer) and DIP (water)?

Steve R Mattson | Water and Wastewater Manager  
 Grand Rapids Public Utilities Commission  
 500 SE 4th St | Grand Rapids, MN 55744  
 W: 218.326.7195 | M: 218.244.5092  
[www.grpuc.org](http://www.grpuc.org) | "GRPUC - Service Is Our Nature"

**From:** Eric Trast [mailto:ETrast@ci.grand-rapids.mn.us]  
**Sent:** Tuesday, September 7, 2021 1:44 PM  
**To:** Julie Kennedy <jakennedy@grpuc.org>  
**Cc:** Rob Mattei <rmattei@ci.grand-rapids.mn.us>; Steve Mattson <smattson@grpuc.org>; Jeremy Goodell <jjgoodell@grpuc.org>  
**Subject:** Hawkinson Commercial Development Preliminary Plat Review

**Caution:** This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Julie-

Attached is a review committee memo, plat application, preliminary plat of Hawkinson Commercial Development, and the utility sheets (let me know if this comes through... the plan utility set is 16 MB).

Feel free to reach out with any questions.

Thank you,

Eric

**Eric Trast**  
 Zoning Administrator  
 City of Grand Rapids  
 420 North Pokegama Avenue  
 Grand Rapids, MN 55744-2662  
**Office:** 218-326-7650  
**Fax:** 218-326-7621

---

**NOTICE:** The information contained in this email and any document attached hereto is intended only for the named recipient(s). If you are not the intended recipient, nor the employee or agent responsible for delivering this message in confidence to the intended recipient(s), you are hereby notified that you have received this transmittal in error, and any review, dissemination, distribution or copying of this transmittal or its attachments is strictly prohibited. If you have received this transmittal and/or attachments in error, please notify me immediately by reply e-mail and then delete this message, including any attachments.

## Eric Trast

---

**From:** Matt Wegwerth, PE  
**Sent:** Tuesday, September 21, 2021 2:04 PM  
**To:** Eric Trast  
**Subject:** Hawkinson Plat

Eric,

Below are my comments:

- Some of the lots have a 10' drainage and utility easement around the perimeter, and others don't or only have it on some lot lines. Why not on all?
- The SE corner where the kiosk is located. I see the plat is adjusted for this. Is there an easement for the remaining piece? Who owns this?

Thanks

**Matt Wegwerth, PE**  
Public Works Director / City Engineer  
City of Grand Rapids  
420 North Pokegama Avenue  
Grand Rapids, MN 55744-2662  
**Office:** 218-326-7625  
**Mobile:** 218-244-1987  
**Fax:** 218-326-7621

**Eric Trast**

---

**From:** Travis Cole  
**Sent:** Tuesday, September 21, 2021 4:03 PM  
**To:** Eric Trast  
**Cc:** Nathan Morlan  
**Subject:** Re: Hawkinson Plat

I apologize I didn't respond yet. I did look at the proposed site plan and the split of property in 3 sections and the access road just to the east of the two sections. The fire department would not have any issues with the preliminary plat.

Travis Cole  
Grand Rapids Fire Chief  
218-326-7639  
218-360-9702

On Sep 21, 2021, at 3:56 PM, Eric Trast <ETrast@ci.grand-rapids.mn.us> wrote:

T-Cole-

Did the GRFD have comments pertaining to the Hawkinson Commercial Development preliminary plat?

E

**Eric Trast**  
Zoning Administrator  
City of Grand Rapids  
420 North Pokegama Avenue  
Grand Rapids, MN 55744-2662  
**Office:** 218-326-7650  
**Fax:** 218-326-7621



**Eric Trast**

---

**From:** Dale Anderson  
**Sent:** Tuesday, September 14, 2021 9:08 AM  
**To:** Eric Trast  
**Cc:** Rob Mattei  
**Subject:** Park Land Dedication

Eric,

Upon reviewing the Preliminary Plat of Hawkinson Commercial Development, I do not see the need for additional park lands in this location. I am recommending that we receive money in lieu of park land. Please contact me with any questions or concerns.

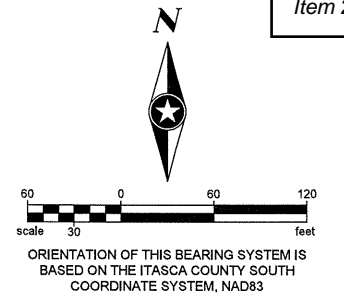
Best regards,

**Dale Anderson**  
Director of Parks & Recreation  
City of Grand Rapids  
420 North Pokegama Avenue  
Grand Rapids, MN, 55744-2662  
**Office:** 218-326-2500  
**Mobile:** 218-259-4485

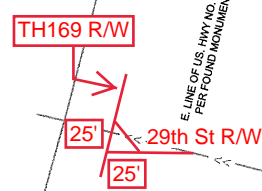
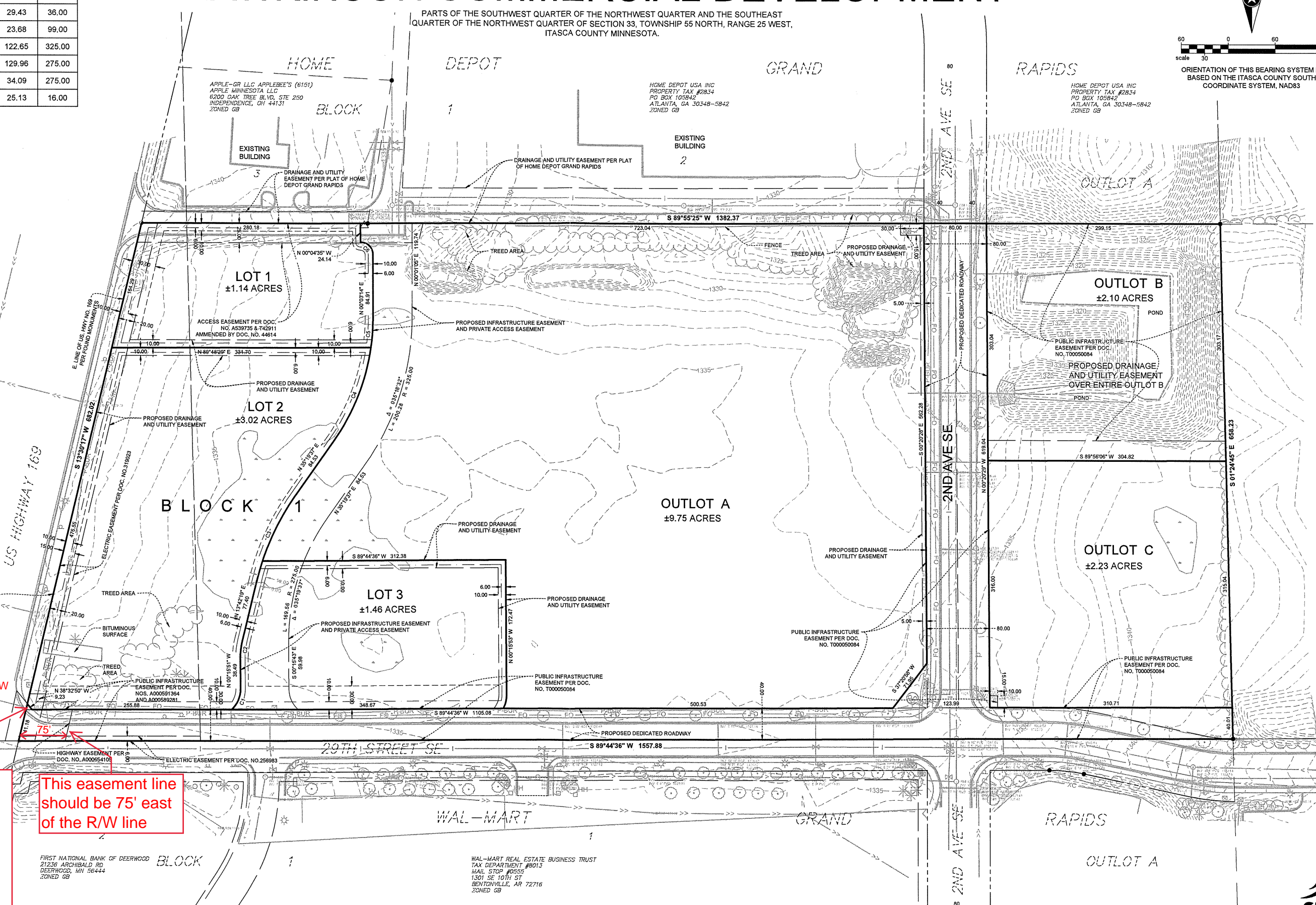
# PRELIMINARY PLAT OF: HAWKINSON COMMERCIAL DEVELOPMENT

PARTS OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER AND THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 33, TOWNSHIP 55 NORTH, RANGE 25 WEST, ITASCA COUNTY MINNESOTA.

PARCEL CURVE DATA			
CURVE	DELTA	LENGTH	RADIUS
C1	046° 50' 36"	29.43	36.00
C2	013° 42' 19"	23.68	99.00
C3	021° 37' 18"	122.65	325.00
C4	027° 04' 39"	129.96	275.00
C5	007° 06' 10"	34.09	275.00
C6	090° 00' 00"	25.13	16.00



S:\PM\_X\PT\RR\DEV\161740\9-survey\02-CAD\15-dwg\RT161740\_PP - mike.dwg



this easement acquired by the state in 2011 is triangular in shape lying 25' north of 29th Street R/W and 25' east of TH169 R/W

This easement line should be 75' east of the R/W line



**Preliminary Plat Application**  
Community Development Department  
420 North Pokegama Ave.  
Grand Rapids, MN 55744  
Tel. (218) 326-7601 Fax (218) 326-7621  
Web Site: www.cityofgrandrapidsmn.com

All subdivisions in the City of Grand Rapids shall be in compliance with the Grand Rapids City Code, Articles V (Subdivisions) and VI (Zoning). The City Code can be viewed on the City of Grand Rapids web site, www.cityofgrandrapidsmn.com (follow the prompts for City Code).

**PLAT NAME:** Hawkinson Commercial Development

Applicant/Business Name: Round 2 Development

Contact Person: Mark Hawkinson

Address: P.O. Box 246, Grand Rapids, MN Zip: 55744

Telephone: (Work) 218.244.4409 (Other) \_\_\_\_\_ (Fax) \_\_\_\_\_

E-mail Address: mark@hawkinsonconstruction.com

Interest In Property: option agreement with owner

Property Owner(s) of record: Hawkinson Construction Company, Inc

Address: P.O. Box 278, Grand Rapids, MN Zip: 55744

Telephone: (Work) 218.244.4409 (Other) \_\_\_\_\_ (Fax) \_\_\_\_\_

Surveyor or Engineer: Short Elliott Hendrickson, Inc

Address: 1200 SE 4th Avenue, Suite 200, Grand Rapids, MN 55744

Telephone: (Work) 218.322.4500 (Other) \_\_\_\_\_ (Fax) \_\_\_\_\_

E-mail Address: schristenson@sehinc.com

**Office Use Only**

Date Received 9/7/21 Certified Complete 9/7/21 Fee Paid \$2,525-

Does the subdivision boundary abut a state rail bank or established trunk highway (requiring road review):  Yes  No

Planning Commission Recommendation: (Preliminary) Approved \_\_\_\_\_ Denied \_\_\_\_\_ Meeting Date 10/7/21  
(Final) Approved \_\_\_\_\_ Denied \_\_\_\_\_ Meeting Date \_\_\_\_\_

City Council Action: (Preliminary) Approved \_\_\_\_\_ Denied \_\_\_\_\_ Meeting Date \_\_\_\_\_  
(Final) Approved \_\_\_\_\_ Denied \_\_\_\_\_ Meeting Date \_\_\_\_\_

**Parcel Information:**

Tax Parcel #(s) 91-033-2303 & 91-033-2402 Property Size(acres): 22.3 +/-

Existing Zoning: General Business

Proposed Zoning\*1: General Business

Existing Use: Vacant

Proposed Use(s): Commercial development

Property Address/Location: to be determined (South 169 G.R.)

Legal Description: 91-033-2303 - Abstract Property

The South One-half of the Southwest Quarter of the Northwest Quarters (S1/2 SW1/4 NW1/4) lying East of Highway, in Section Thirty-three (33), Township Fifty-five (55) North, Range Twenty-five (25), West of the Fourth Principal Meridian, Itasca County, Minnesota.

91-033-2402 - Torrens Property - Certificate of Title No. 24204

The South Half of the Southeast Quarter of the Northwest Quarter (S1/2 of SE1/4 of NW1/4), Section Thirty-three (33), Township Fifty-five (55) North, Range Twenty-five (25), West of the Fourth Principal Meridian, according to the Government Survey thereof, Itasca County, Minnesota.

(attach additional sheet if necessary)

Applications must be received no later than the end of the first week of the month, to allow sufficient time for review by staff and the department head review committee. Planning Commission meetings are held on the first Thursday of each month.

\*1 If a zoning change is required, a petition for rezoning must be filed separately.

I(we) certify that, to the best of my(our) knowledge, information, and belief, all of the information presented in this application is accurate and complete and includes all required information and submittals, and that I consent to entry upon the subject property by public officers, employees, and agents of the City of Grand Rapids wishing to view the site for purposes of processing, evaluating, and deciding upon this application.

Mark B. Hawken  
Signature(s) of Applicant(s) R2D

Sept 3, 2021  
Date

Mark B. Hawken  
Owners Signature (if different than applicant) HCC

Sept 3, 2021  
Date

**Required Submittals:** The following items must be provided with your application, unless the Director of Community Development waives a requirement.

- Application Fee - \$2,525.00 \*2
- Proof of Ownership – (a copy of a property tax statement or deed will suffice)
- 2 copies of the Preliminary Plat (D- size--22" X 34")
- 1 copy of the Preliminary Plat (B size—11" x 17")
- A letter from the County Recorder verifying that the subdivision name is not duplicated elsewhere in the County.
- A typed letter, addressed to the Grand Rapids Planning Commission, indicating the following:
  - A statement of the proposed use of all of the lots
  - A listing of any proposed protective covenants.
  - Proposed reapportionment of any existing assessments.
- A letter from the Itasca County Soil and Water Conservation District verifying the presence/or lack of wetlands.
- A copy of an updated Title Opinion or Title Insurance Policy showing proof of ownership of the property being subdivided.
- A copy of a current Assessment Certificate from the City Clerk showing whether or not there are any current assessments on the property.
- Copy of current year's Tax Statement.
- Electronic files of any written project statements, legal descriptions, or narratives, and plans in Microsoft Word format and pdf.

*\*2The application fees charged are used for postage to mail the required notices to adjacent properties, publication of the public hearing notice in the Grand Rapids Herald Review, and for a small portion of staff time for case review and preparation of documents. It is the policy of the City of Grand Rapids to require applicants for land use approvals to reimburse the City for costs incurred by the City in reviewing and acting upon applications, so that these costs are not borne by the taxpayers of the City.*

**INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED**

More information may be requested by the City of Grand Rapids Planning Commission or City Council, if deemed necessary to properly evaluate your request. The lack of information requested may be in itself sufficient cause to deny an application.

September 3, 2021

Grand Rapids Planning Commission  
City Hall  
420 North Pokegama Ave  
Grand Rapids, MN 55744

RE: Round 2 Development  
Hawkinson Commercial Development

Dear Commission Members,

The following is a schedule of the proposed uses of all the lots:

- 1) Lot 1 Commercial use undetermined at this time.
- 2) Lot 2 Gas Station and Convenience Store.
- 3) Lot 3 Car Wash
- 4) Outlots ~~B~~ and ~~C~~ undetermined at this time
- 5) Outlot ~~B~~ - Storm Water Retention

Protective covenants would likely include no other gas stations or car washes. There are no existing assessments to be reapportioned.

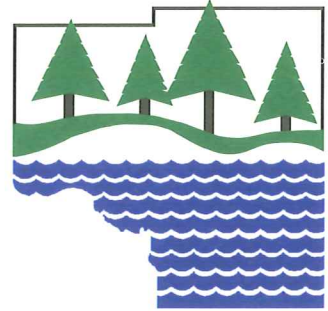
Thank you.

Sincerely,



Mark G Hawkinson  
Round 2 Development

**NICOLLE ZUEHLKE**  
**COUNTY RECORDER/REGISTRAR**  
Itasca County Courthouse  
123 N.E. 4th Street  
GRAND RAPIDS, MINNESOTA 55744-2600  
(218) 327-2856 • FAX (218) 327-0689



Item 20.

September 2<sup>nd</sup>, 2021

Michael Hudec  
Short Elliott Hendrickson Inc  
1200 SE 4<sup>th</sup> Ave  
Suite 200  
Grand Rapids MN 55744

Michael,

Let it be known that there is no recorded plat in the office of the Itasca County Recorder or Itasca County Registrar of Titles in the name of **HAWKINSON COMMERCIAL DEVELOPMENT**.

Sincerely,

A handwritten signature in black ink that reads "Nicolle Zuehlke". The signature is written in a cursive style.

Nicolle Zuehlke  
Itasca County Recorder/Registrar

## Minnesota Wetland Conservation Act Notice of Decision

<b>Local Government Unit:</b> Itasca SWCD - Waylon Glienke	<b>County:</b> Itasca
<b>Applicant Name:</b> Round 2 Development LLC	<b>Applicant Representative:</b> Erin Budrow
<b>Project Name:</b> RTDEV Delineation	<b>LGU Project No. (if any):</b>
<b>Date Complete Application Received by LGU:</b> 08/07/2021	
<b>Date of LGU Decision:</b> 08/31/2021	
<b>Date this Notice was Sent:</b> 08/31/2021	

**WCA Decision Type** - check all that apply

<input checked="" type="checkbox"/> Wetland Boundary/Type	<input type="checkbox"/> Sequencing	<input type="checkbox"/> Replacement Plan	<input type="checkbox"/> Bank Plan (not credit purchase)
<input type="checkbox"/> No-Loss (8420.0415)	<input type="checkbox"/> Exemption (8420.0420)		
Part: <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D <input type="checkbox"/> E <input type="checkbox"/> F <input type="checkbox"/> G <input type="checkbox"/> H		Subpart: <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> 9	

**Replacement Plan Impacts** (replacement plan decisions only)

Total WCA Wetland Impact Area:
Wetland Replacement Type: <input type="checkbox"/> Project Specific Credits: <input type="checkbox"/> Bank Credits:
Bank Account Number(s):

**Technical Evaluation Panel Findings and Recommendations (attach if any)**

<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Approve w/Conditions <input type="checkbox"/> Deny <input type="checkbox"/> No TEP Recommendation
--

**LGU Decision**

<input type="checkbox"/> Approved with Conditions (specify below) <sup>1</sup> List Conditions:	<input checked="" type="checkbox"/> Approved <sup>1</sup>	<input type="checkbox"/> Denied
<b>Decision-Maker for this Application:</b> <input checked="" type="checkbox"/> Staff <input type="checkbox"/> Governing Board/Council <input type="checkbox"/> Other:		
<b>Decision is valid for:</b> <input checked="" type="checkbox"/> 5 years (default) <input type="checkbox"/> Other (specify):		

<sup>1</sup> *Wetland Replacement Plan approval is not valid until BWSR confirms the withdrawal of any required wetland bank credits. For project-specific replacement a financial assurance per MN Rule 8420.0522, Subp. 9 and evidence that all required forms have been recorded on the title of the property on which the replacement wetland is located must be provided to the LGU for the approval to be valid.*

**LGU Findings** – Attach document(s) and/or insert narrative providing the basis for the LGU decision<sup>1</sup>.

<input type="checkbox"/> Attachment(s) (specify): <input type="checkbox"/> Summary:
--

<sup>1</sup> Findings must consider any TEP recommendations.

**Attached Project Documents**

<input checked="" type="checkbox"/> Site Location Map <input checked="" type="checkbox"/> Project Plan(s)/Descriptions/Reports (specify):
---



**Appeals of LGU Decisions**

If you wish to appeal this decision, you must provide a written request within 30 calendar days of the date you received the notice. All appeals must be submitted to the Board of Water and Soil Resources Executive Director along with a check payable to BWSR for \$500 *unless* the LGU has adopted a local appeal process as identified below. The check must be sent by mail and the written request to appeal can be submitted by mail or e-mail. The appeal should include a copy of this notice, name and contact information of appellant(s) and their representatives (if applicable), a statement clarifying the intent to appeal and supporting information as to why the decision is in error. Send to:

Appeals & Regulatory Compliance Coordinator  
 Minnesota Board of Water & Soils Resources  
 520 Lafayette Road North  
 St. Paul, MN 55155  
[travis.germundson@state.mn.us](mailto:travis.germundson@state.mn.us)

Does the LGU have a local appeal process applicable to this decision?

- Yes<sup>1</sup>       No

<sup>1</sup>If yes, all appeals must first be considered via the local appeals process.

**Local Appeals Submittal Requirements** (LGU must describe how to appeal, submittal requirements, fees, etc. as applicable)

--

**Notice Distribution (include name)**

*Required on all notices:*

<input checked="" type="checkbox"/> SWCD TEP Member: Austin Steere (Austin.steere@itascaswcd.org)	
<input checked="" type="checkbox"/> BWSR TEP Member: Matt Johnson (matthew.johnson@state.mn.us)	
<input type="checkbox"/> LGU TEP Member (if different than LGU contact):	
<input checked="" type="checkbox"/> DNR Representative: Rian Reed (rian.reed@state.mn.us)	
<input checked="" type="checkbox"/> Member(s) of the public who requested notice.: Itasca County Environmental Services (Jim.Gustafson@co.itasca.mn.us)	
<input type="checkbox"/> Applicant:	<input checked="" type="checkbox"/> Agent/Consultant: Erin Budrow

*Optional or As Applicable:*

<input checked="" type="checkbox"/> Corps of Engineers: Andy Chambers Andy.Chambers@usace.army.mil	
<input type="checkbox"/> BWSR Wetland Mitigation Coordinator (required for bank plan applications only):	
<input type="checkbox"/>	Other:

<p><b>Signature:</b></p> 	<p><b>Date:</b></p> <p>08/31/2021</p>
--	---------------------------------------

**This notice and accompanying application materials may be sent electronically or by mail. The LGU may opt to send a summary of the application to members of the public upon request per 8420.0255, Subp. 3.**

# ITASCA COUNTY

Itasca County  
Auditor/Treasurer  
123 NE 4th Street  
Grand Rapids MN  
55744

218-327-2859  
www.co.itasca.mn.us

Property ID: 91-033-2303

Owner: HAWKINSON CONST CO INC

### Taxpayer(s):

TAXPAYER # 9866  
HAWKINSON CONST CO INC  
PO BOX 278  
GRAND RAPIDS MN 55744

### Property Description:

GRAND RAPIDS CITY  
SEC:33 TWP: 55.0 RG:25 LOT: BLK: ACRES: 2.21  
PART OF S 1/2 OF SW-NW LYG E OF TH 169

# 2021 Property Tax Statement Item 20.

VALUES & CLASSIFICATION		
Taxes Payable Year: 2020		
		2021
STEP 1	Estimated Market Value:	94,500
	Homestead Exclusion:	
	Taxable Market Value:	94,500
	New Improvements/Expired Exclusions:	
	Property Classification:	COMM
Sent in March 2020		
STEP 2	<b>PROPOSED TAX</b>	
	Proposed Tax: (excluding special assessments)	2,518.00
Sent in November 2020		
STEP 3	<b>PROPERTY TAX STATEMENT</b>	
	First-half Taxes: May 17	1,260.00
	Second-half Taxes: October 15	1,260.00
	Total Taxes Due in 2021:	2,520.00

## \$\$\$

You may be eligible for one or even two refunds to reduce your property tax.

**REFUNDS?** Read the back of this statement to find out how to apply.

		Taxes Payable Year:	
		2020	2021
1. Use this amount on Form M1PR to see if you're eligible for a property tax refund. File by August 15. If box is checked, you owe delinquent taxes and are not eligible.			
2. Use these amounts on Form M1PR to see if you are eligible for a special refund.			
<b>PROPERTY TAX AND CREDITS</b>			
3. Property tax before credits		2,578.00	2,520.00
4. Credits that reduce property taxes:			
A. Agricultural and rural land credits			
B. Taconite tax relief			
C. Other credits			
5. Property tax after credits		2,578.00	2,520.00
<b>PROPERTY TAX BY JURISDICTION</b>			
6. County		710.33	685.55
7. City or Town		893.84	918.35
8. State General Tax			
9. School District: A. Voter approved levies		70.40	63.25
0318			
B. Other local levies		304.14	288.05
10A. Special taxing district		3.23	3.07
B. Tax increment			
C. Fiscal disparity		596.06	561.73
11. Non-school voter approved referenda levies			
12. Total property tax before special assessments		2,578.00	2,520.00
<b>SPECIAL ASSESSMENTS</b>			
13A.			
B.			
C.			
14. Total property tax and special assessments		2,578.00	2,520.00

ISSUED: 09/01/2021

## 2 ND HALF PAYMENT STUB



\*910332303

TAXPAYER # 9866  
HAWKINSON CONST CO INC

COMM ACCT# 73673

Property ID Number:	91-033-2303
Full Tax for Year	2,520.00
Balance Due	1,260.00
Penalty	
Total Paid	

\$30.00 service charge for all returned checks.

ISSUED: 09/01/2021

10000009103323032021073673

00000126000000002520002

Pay on or before October 15 to avoid penalty  
**Real Estate ITASCA COUNTY**

Note: When you provide a check as payment you authorize the County to use information from your check to make a one-time electronic fund transfer from your account. The funds may be withdrawn from your account the same day. You will not receive your check back from your financial institution.

Make checks payable to:  
County Auditor/Treasurer

Mail to: Itasca County  
Auditor/Treasurer  
123 NE 4th Street  
Grand Rapids MN  
55744

Check if address change on back   
If box is checked you owe delinquent taxes   
Detach stub and include with second half payment

Payable in **2021**

R

CASH   
CHECK   
COUNTER   
MAIL

## 1 ST HALF OR FULL PAYMENT STUB



\*910332303

TAXPAYER # 9866  
HAWKINSON CONST CO INC

COMM ACCT# 73673

Property ID Number:	91-033-2303
Full Tax for Year	2,520.00
Balance Due	.00
Penalty	
Total Paid	

\$30.00 service charge for all returned checks.

ISSUED: 09/01/2021

10000009103323032021073673

00000000000000002520002

Pay on or before May 17 to avoid penalty  
**Real Estate ITASCA COUNTY**

Note: When you provide a check as payment you authorize the County to use information from your check to make a one-time electronic fund transfer from your account. The funds may be withdrawn from your account the same day. You will not receive your check back from your financial institution.

Make checks payable to:  
County Auditor/Treasurer

Mail to: Itasca County  
Auditor/Treasurer  
123 NE 4th Street  
Grand Rapids MN  
55744

Check if address change on back   
If box is checked you owe delinquent taxes   
Detach stub and include with first half or full payment

Payable in **2021**

R

CASH   
CHECK   
COUNTER   
MAIL

# ITASCA COUNTY

Itasca County  
Auditor/Treasurer  
123 NE 4th Street  
Grand Rapids MN  
55744

218-327-2859  
www.co.itasca.mn.us

Property ID: 91-033-2402

Owner: HAWKINSON CONST CO INC

### Taxpayer(s):

TAXPAYER # 9866  
HAWKINSON CONST CO INC  
PO BOX 278  
GRAND RAPIDS MN 55744

### Property Description:

GRAND RAPIDS CITY  
SEC:33 TWP: 55.0 RG:25 LOT: BLK: ACRES: 20.06  
S 1/2 OF SE-NW

# 2021 Property Tax Statement Item 20.

VALUES & CLASSIFICATION		
Taxes Payable Year: 2020		
		2021
STEP 1	Estimated Market Value:	899,600
	Homestead Exclusion:	
	Taxable Market Value:	899,600
	New Improvements/Expired Exclusions:	
	Property Classification:	COMM
Sent in March 2020		
STEP 2	<b>PROPOSED TAX</b>	
	Proposed Tax: (excluding special assessments)	35,978.00
Sent in November 2020		
STEP 3	<b>PROPERTY TAX STATEMENT</b>	
	First-half Taxes: May 17	17,999.00
	Second-half Taxes: October 15	17,999.00
	Total Taxes Due in 2021:	35,998.00

## \$\$\$

You may be eligible for one or even two refunds to reduce your property tax.

**REFUNDS?** Read the back of this statement to find out how to apply.

		Taxes Payable Year:	
		2020	2021
1. Use this amount on Form M1PR to see if you're eligible for a property tax refund. File by August 15. If box is checked, you owe delinquent taxes and are not eligible.			
2. Use these amounts on Form M1PR to see if you are eligible for a special refund.			
<b>PROPERTY TAX AND CREDITS</b>			
3. Property tax before credits		37,152.00	35,998.00
4. Credits that reduce property taxes:			
A. Agricultural and rural land credits			
B. Taconite tax relief			
C. Other credits			
5. Property tax after credits		37,152.00	35,998.00
<b>PROPERTY TAX BY JURISDICTION</b>			
6. County		8,638.08	8,336.67
7. City or Town		10,869.71	11,167.71
8. State General Tax		6,115.20	5,663.79
9. School District: A. Voter approved levies		856.03	769.12
0318			
B. Other local levies		3,378.63	3,199.04
10A. Special taxing district		39.30	37.32
B. Tax increment			
C. Fiscal disparity		7,255.05	6,824.35
11. Non-school voter approved referenda levies			
12. Total property tax before special assessments		37,152.00	35,998.00
<b>SPECIAL ASSESSMENTS</b>			
13A.			
B.			
C.			
14. Total property tax and special assessments		37,152.00	35,998.00

ISSUED: 09/01/2021

## 2 ND HALF PAYMENT STUB



\*910332402

TAXPAYER # 9866  
HAWKINSON CONST CO INC

COMM ACCT# 73678

Property ID Number:	91-033-2402
Full Tax for Year	35,998.00
Balance Due	17,999.00
Penalty	
Total Paid	

\$30.00 service charge for all returned checks.

ISSUED: 09/01/2021

10000009103324022021073678

00001799900000035998001

Pay on or before October 15 to avoid penalty  
**Real Estate ITASCA COUNTY**

Note: When you provide a check as payment you authorize the County to use information from your check to make a one-time electronic fund transfer from your account. The funds may be withdrawn from your account the same day. You will not receive your check back from your financial institution.

Make checks payable to:  
County Auditor/Treasurer

Mail to: Itasca County  
Auditor/Treasurer  
123 NE 4th Street  
Grand Rapids MN  
55744

Check if address change on back   
If box is checked you owe delinquent taxes   
Detach stub and include with second half payment

Payable in **2021**

R

CASH   
CHECK   
COUNTER   
MAIL

## 1 ST HALF OR FULL PAYMENT STUB



\*910332402

TAXPAYER # 9866  
HAWKINSON CONST CO INC

COMM ACCT# 73678

Property ID Number:	91-033-2402
Full Tax for Year	35,998.00
Balance Due	.00
Penalty	
Total Paid	

\$30.00 service charge for all returned checks.

ISSUED: 09/01/2021

10000009103324022021073678

00000000000000035998001

Pay on or before May 17 to avoid penalty  
**Real Estate ITASCA COUNTY**

Note: When you provide a check as payment you authorize the County to use information from your check to make a one-time electronic fund transfer from your account. The funds may be withdrawn from your account the same day. You will not receive your check back from your financial institution.

Make checks payable to:  
County Auditor/Treasurer

Mail to: Itasca County  
Auditor/Treasurer  
123 NE 4th Street  
Grand Rapids MN  
55744

Check if address change on back   
If box is checked you owe delinquent taxes   
Detach stub and include with first half or full payment

Payable in **2021**

R

CASH   
CHECK   
COUNTER   
MAIL

# PRELIMINARY PLAT OF: HAWKINSON COMMERCIAL DEVELOPMENT

PARTS OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER AND THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 33, TOWNSHIP 55 NORTH, RANGE 25 WEST, ITASCA COUNTY MINNESOTA.

### LEGAL LAND DESCRIPTION PARCEL 1

The South One-half of the Southwest Quarter of the Northwest Quarters (S1/2 SW1/4 NW1/4) lying East of Highway, in Section Thirty-three (33), Township Fifty-five (55) North, Range Twenty-five (25), West of the Fourth Principal Meridian, Itasca County, Minnesota.

Abstract Property.

### LEGAL LAND DESCRIPTION PARCEL 2

The South Half of the Southeast Quarter of the Northwest Quarter (S1/2 of SE1/4 of NW1/4), Section Thirty-three (33), Township Fifty-five (55) North, Range Twenty-five (25), West of the Fourth Principal Meridian, according to the Government Survey thereof, Itasca County, Minnesota.

Torrens Property - Certificate of Title No. 24204.

### DEVELOPER / OWNER

Round 2 Development  
C/O MARK HAWKINSON  
P.O. BOX 246  
GRAND RAPIDS, MN 55744

### SURVEYOR / DESIGNER

SHORT ELLIOT HENDRICKSON INC.  
1200 SE 4TH AVENUE, SUITE 200  
GRAND RAPIDS, MN 55744

### CONTOUR INFORMATION

CONTOURS SHOWN HAVE BEEN GENERATED FROM FIELD OBSERVATION.

### ZONING

CURRENT ZONING IS GENERAL BUSINESS (GB)

### BUILDING SETBACKS

FRONT = 30'  
INTERIOR SIDE = 10'  
STREET SIDE = 15'  
REAR = 10'

### ACREAGE

LOT 1 : 1.14 ACRES  
LOT 2 : 3.02 ACRES  
LOT 3 : 1.46 ACRES  
OUTLOT A : 9.75 ACRES  
OUTLOT B : 2.10 ACRES  
OUTLOT C : 2.23 ACRES  
TOTAL GROSS ACREAGE: 22.28 ACRES  
(INCLUDING PROPOSED RIGHT-OF-WAY)

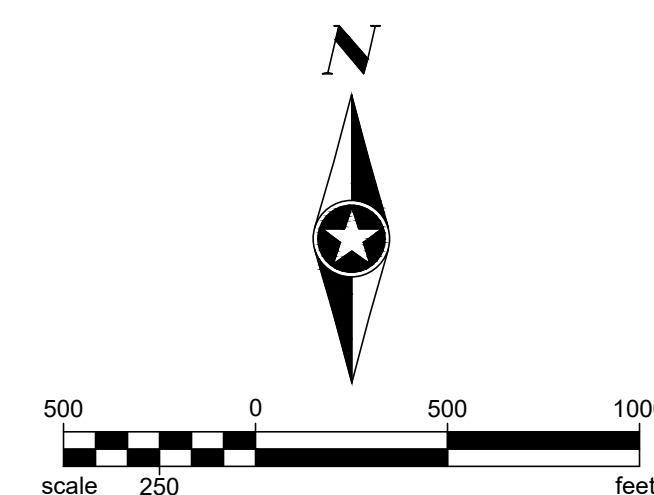
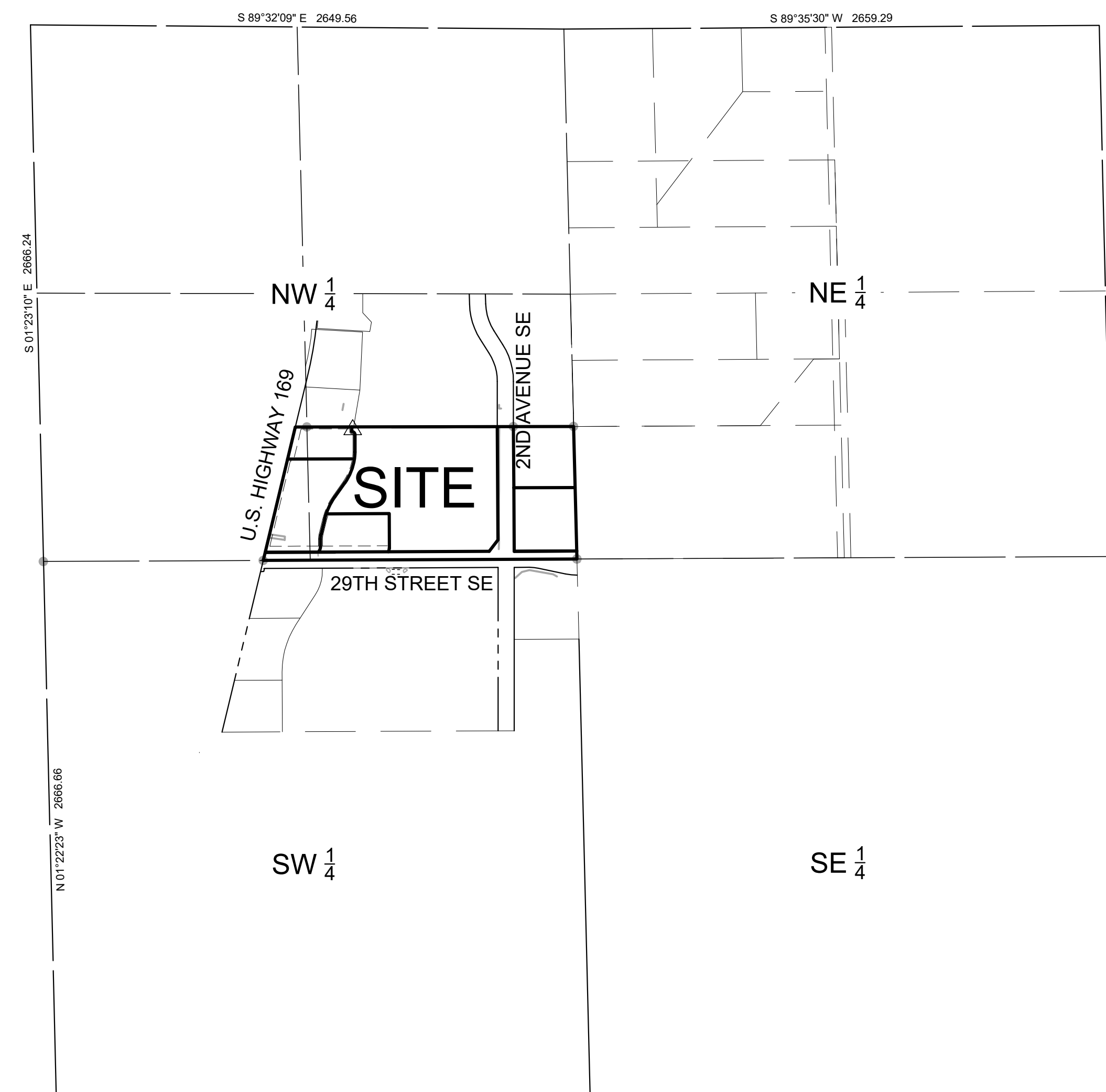
### PARKING SETBACKS

FRONT = 10'  
INTERIOR SIDE = 6'  
STREET SIDE = 10'  
REAR = 10'

### EXISTING

- RIGHT OF WAY
- PERMANENT EASEMENT
- PROPERTY LINE
- BUILDING SETBACK
- PARKING SETBACK
  
- △ XX HORIZONTAL CONTROL POINT
- BM BENCHMARK
- SURVEY MARKER
- ⊕ SOIL BORING
- FM SANITARY SEWER AND MANHOLE
- LIFT FORCE MAIN AND LIFT STATION
- SANITARY SEWER SERVICE & CLEANOUT
- WATER MAIN, HYDRANT, VALVE AND MANHOLE
- WATER SERVICE AND CURB STOP BOX
- STORM SEWER, MANHOLE AND CATCH BASIN
- CULVERT AND APRON ENDWALL
- GAS MAIN, VALVE, VENT AND METER
- HANDHOLE
- BURIED FIBER OPTIC CABLE AND MANHOLE
- BURIED PHONE CABLE, PEDESTAL AND MANHOLE
- BURIED TV CABLE, PEDESTAL AND MANHOLE
- BURIED ELECTRIC CABLE, PEDESTAL, MANHOLE, TRANSFORMER AND METER
- OVERHEAD WIRE, POLE AND GUY WIRE
- LIGHT POLE
- TRAFFIC SIGNAL
- STREET NAME SIGN
- SIGN (NON STREET NAME)
  
- DECIDUOUS AND CONIFEROUS TREE
- EDGE OF WOODED AREA
- WETLAND
- BUILDING
- FENCE (UNIDENTIFIED)
- BARBED WIRE FENCE
- XC CHAIN LINK FENCE
- XE ELECTRIC WIRE FENCE
- XWD WOOD FENCE
- XWW WOVEN WIRE FENCE
- PLATE BEAM GUARDRAIL
- CABLE GUARDRAIL
- P POST / BOLLARD
- RETAINING WALL

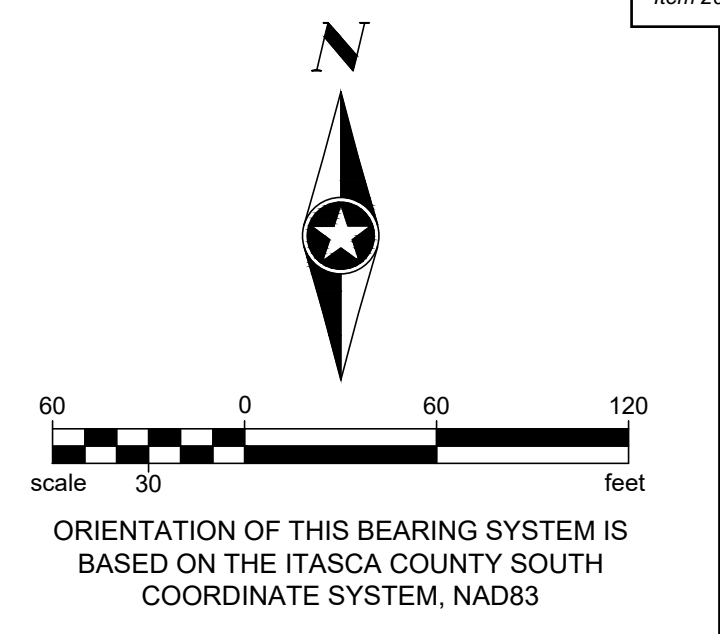
### VICINITY MAP



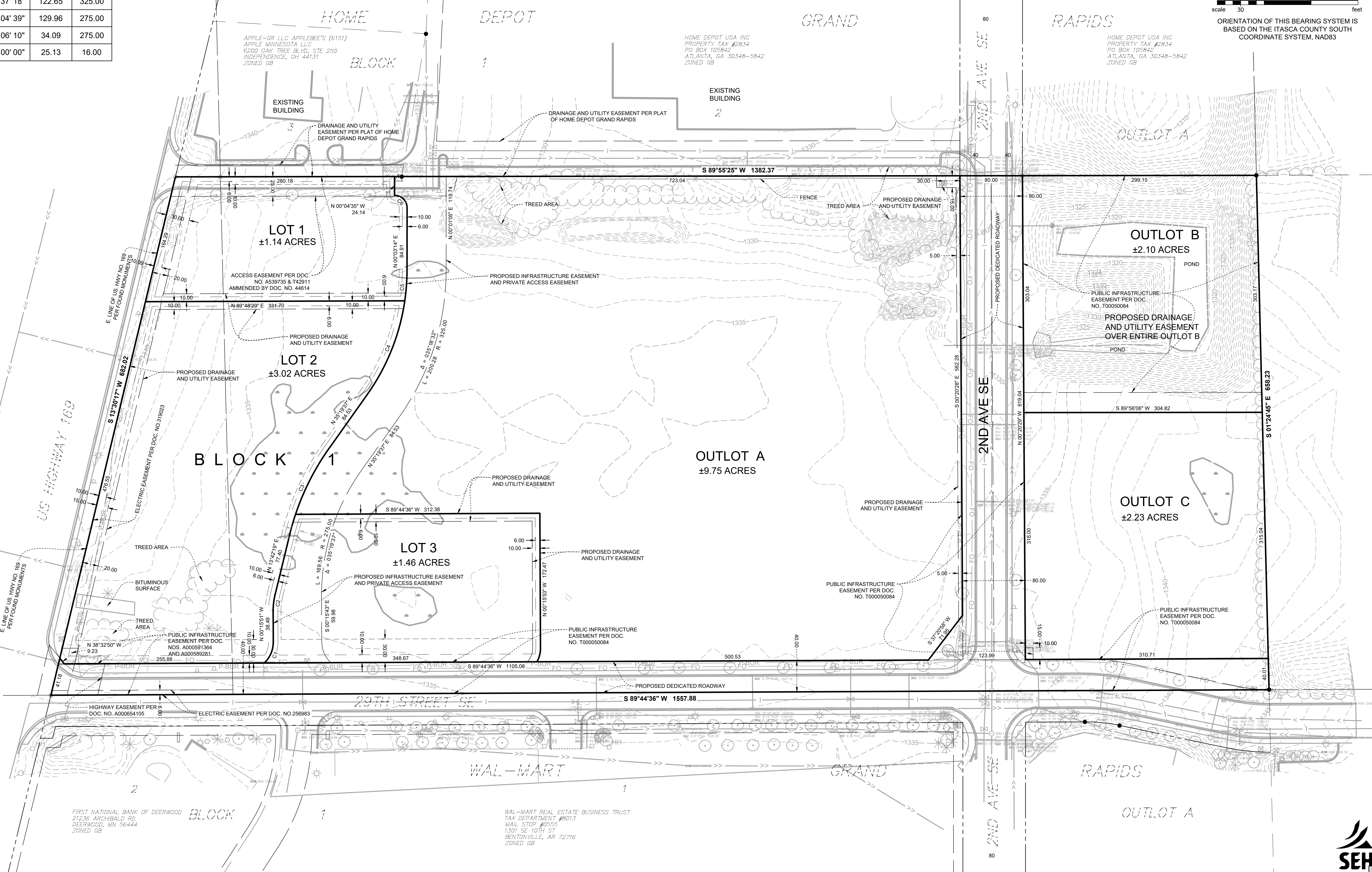
# PRELIMINARY PLAT OF: HAWKINSON COMMERCIAL DEVELOPMENT

PARTS OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER AND THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 33, TOWNSHIP 55 NORTH, RANGE 25 WEST, ITASCA COUNTY MINNESOTA.

PARCEL CURVE DATA			
CURVE	DELTA	LENGTH	RADIUS
C1	046° 50' 36"	29.43	36.00
C2	013° 42' 19"	23.68	99.00
C3	021° 37' 18"	122.65	325.00
C4	027° 04' 39"	129.96	275.00
C5	007° 06' 10"	34.09	275.00
C6	090° 00' 00"	25.13	16.00



Save: 9/3/2021 12:11 PM X:\PT\RT\TDE\161740\9-survey\92-CAD\15-dwg\RT 161740\_PP - mike.dwg



FIRST NATIONAL BANK OF DEERWOOD  
21236 ARCHIBALD RD  
DEERWOOD, MN 56444  
ZONED GB

WAL-MART REAL ESTATE BUSINESS TRUST  
TAX DEPARTMENT #8013  
6441 STOP #01555  
1301 SE 10TH ST  
BENTONVILLE, AR 72716  
ZONED GB

Save: 9/3/2021 11:12 AM schislensson Plot: 9/3/2021 11:38 AM X:\PT\RTDEV\1617405-final-dsgn\51-drawings\10-Civil\cad\dwg\sheet\RTDEV161740\12.dwg

**EXISTING**

- RIGHT OF WAY
- PERMANENT EASEMENT
- PROPERTY LINE
- △<sup>XX</sup> HORIZONTAL CONTROL POINT
- ⊗<sup>BM</sup> BENCHMARK
- <sup>#</sup> SURVEY MARKER
- <sup>#</sup> SOIL BORING
- <sup>CO</sup> SANITARY SEWER AND MANHOLE
- <sup>LIFT</sup> FORCE MAIN AND LIFT STATION
- <sup>CO</sup> SANITARY SEWER SERVICE & CLEANOUT
- <sup>W</sup> WATER MAIN, HYDRANT, VALVE AND MANHOLE
- <sup>W</sup> WATER SERVICE AND CURB STOP BOX
- <sup>S</sup> STORM SEWER, MANHOLE AND CATCH BASIN
- > CULVERT AND APRON ENDWALL
- <sup>G</sup> GAS MAIN, VALVE, VENT AND METER
- <sup>HH</sup> HANDHOLE
- <sup>FO</sup> BURIED FIBER OPTIC CABLE AND MANHOLE
- <sup>PO</sup> BURIED PHONE CABLE, PEDESTAL AND MANHOLE
- <sup>TV</sup> BURIED TV CABLE, PEDESTAL AND MANHOLE
- <sup>BE</sup> BURIED ELECTRIC CABLE, PEDESTAL, MANHOLE, TRANSFORMER AND METER
- OVERHEAD WIRE, POLE AND GUY WIRE
- LIGHT POLE
- TRAFFIC SIGNAL
- STREET NAME SIGN
- SIGN (NON STREET NAME)
- RAILROAD TRACKS
- <sup>6"</sup> DECIDUOUS AND CONIFEROUS TREE
- <sup>6"</sup> BUSH / SHRUB AND STUMP
- EDGE OF WOODED AREA
- WETLAND
- BUILDING
- FENCE (UNIDENTIFIED)
- BARBED WIRE FENCE
- CHAIN LINK FENCE
- ELECTRIC WIRE FENCE
- WOOD FENCE
- WOVEN WIRE FENCE
- PLATE BEAM GUARDRAIL
- CABLE GUARDRAIL
- <sup>P</sup> POST / BOLLARD
- RETAINING WALL
- 6+00
- STREET CENTERLINE
- RIGHT-OF-WAY
- PERMANENT EASEMENT
- TEMPORARY EASEMENT
- CONSTRUCTION LIMITS
- <sup>CO</sup> SANITARY SEWER, BULKHEAD AND MANHOLE
- <sup>CO</sup> FORCE MAIN
- <sup>CO</sup> SANITARY SERVICE AND CLEANOUT
- <sup>W</sup> WATER MAIN, TEE, HYDRANT, BULKHEAD AND VALVE
- <sup>W</sup> WATER VALVE MANHOLE, REDUCER, BEND AND CROSS
- <sup>W</sup> WATER SERVICE AND CURB STOP BOX
- <sup>S</sup> STORM SEWER, MANHOLE AND CATCH BASIN
- CULVERT AND APRON ENDWALL
- DRAIN TILE
- DITCH / SWALE
- RIPRAP
- STREET NAME SIGN
- SIGN (NON STREET NAME)
- RETAINING WALL

**PROPOSED**

# CITY OF GRAND RAPIDS, MINNESOTA

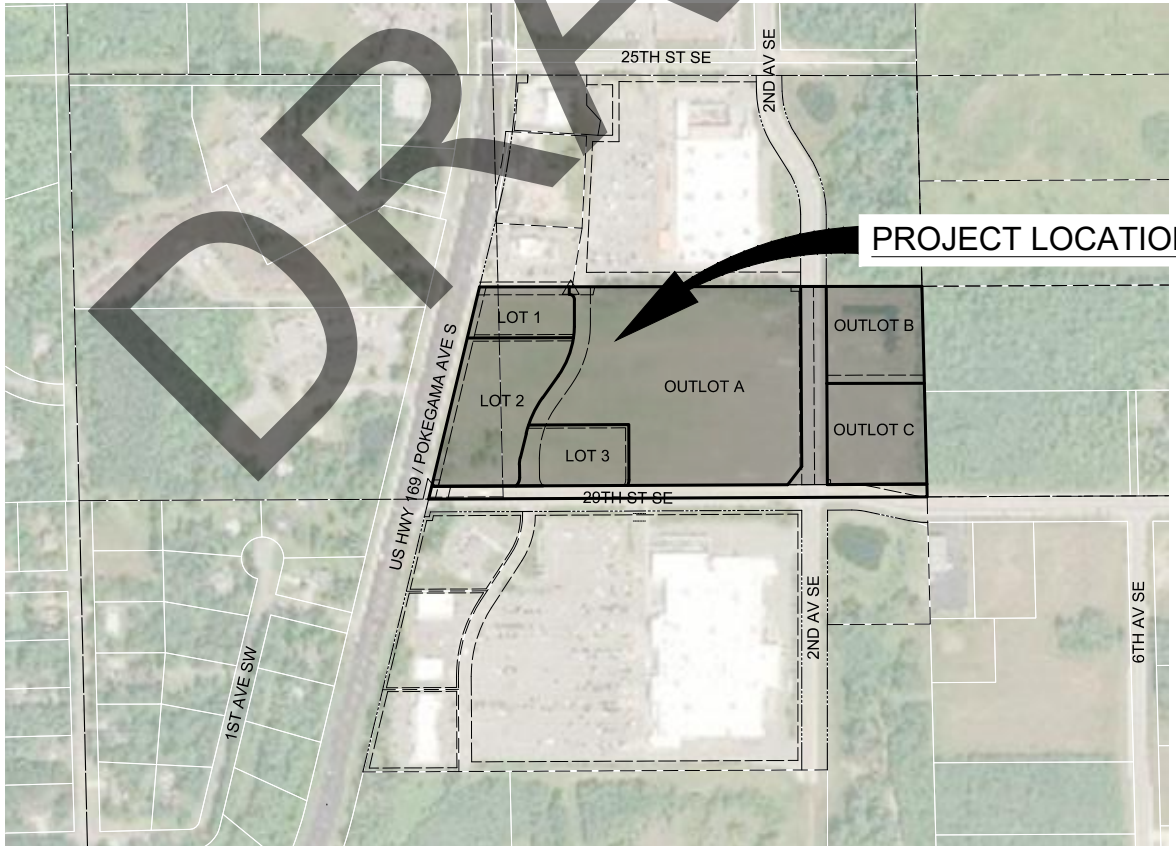
## CONSTRUCTION PLANS FOR HAWKINSON COMMERCIAL DEVELOPMENT SITE DEVELOPMENT, SITE GRADING, WATERMAIN EXTENSION, STORM & SANITARY SEWER

GOVERNING SPECIFICATIONS  
THE 2018 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION  
"STANDARD SPECIFICATIONS FOR CONSTRUCTION" SHALL APPLY  
AS MODIFIED BY THE SPECIFICATIONS FOR THIS PROJECT. Item 20.

ALL TRAFFIC CONTROL DEVICES SHALL CONFORM TO THE LATEST EDITION OF THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, INCLUDING THE LATEST FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS.

SHEET NO.	DESCRIPTION
1	TITLE SHEET
2	LOCATION MAP
3	CONSTRUCTION NOTES
4	STRUCTURE SCHEDULES
5-8	CONSTRUCTION DETAILS
9	TYPICAL SECTIONS
10	ALIGNMENT PLAN
11-12	REMOVAL PLAN
13-16	GRADING PLAN
17-18	PROJECT PLAN & PROFILES
19-21	EROSION CONTROL & TURF ESTABLISHMENT PLAN
22-24	SWPPP
25-30	CROSS SECTIONS

THIS PLAN CONTAINS 30 SHEETS.



NOTE:  
THE SUBSURFACE UTILITY QUALITY INFORMATION IN THIS PLAN IS LEVEL D. THIS UTILITY QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-02 ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."

THE CONTRACTOR SHALL CALL THE ONE CALL SYSTEM AT 811 BEFORE COMMENCING EXCAVATION.



APPROVED: \_\_\_\_\_  
CITY ENGINEER OF GRAND RAPIDS, MN \_\_\_\_\_ DATE \_\_\_\_\_

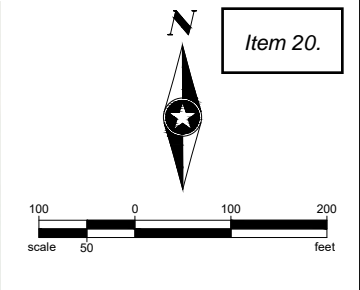
**SEH**  
PHONE: 218.322.4500  
1200 SE 4th Avenue, Suite 200  
GRAND RAPIDS, MN 55744  
www.sehinc.com

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

Signature: \_\_\_\_\_  
Date: \_\_\_\_\_ Lic. No. \_\_\_\_\_ LICENSED NAME \_\_\_\_\_

FILE NO.  
RTDEV161740  
**1**  
102

LICENSE SIGN DATE \_\_\_\_\_ LICENSE NO. \_\_\_\_\_



Save: 9/3/2021 11:16 AM schristenson Plot: 9/3/2021 11:39 AM X:\PT\RT\DEV\161740\5-final-dsgm\51-drawings\10-Civil\cad\dwg\sheet\RTDEV\1740LM.dwg

SEH Project	161740	Rev.#	Revision Issue Description	Date	Rev.#	Revision Issue Description	Date
Drawn By		.			.		
Designed By		.			.		
Checked By		.			.		



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

DATE \_\_\_\_\_ LICENSE NO. \_\_\_\_\_

**HAWKINSON**  
**COMMERCIAL DEVELOPMENT**  
 GRAND RAPIDS, MN

**LOCATION MAP**

© 2021 Microsoft Corporation © 2021 Maxar ©CNES (2021) Distribution Airbus DS

103

**GENERAL CONSTRUCTION NOTES:**

1. ALL WORK SHALL CONFORM TO APPLICABLE LOCAL, STATE, AND FEDERAL LAWS AND REGULATIONS.
2. CONSTRUCTION LIMITS ARE THE RIGHT OF WAY UNLESS NOTED OTHERWISE. (INCLUDES CITY OWNED PROPERTY IN PLATTED AREA)
3. ALL SEWER INVERTS, ELEVATIONS & GRADES ARE COMPUTED CENTER-TO CENTER OF STRUCTURES OR END OF APRONS. PIPES THAT INCLUDED APRONS DISPLAY THE TOTAL PIPE AND APRON LENGTH ON THE PLAN, HOWEVER QUANTITY WILL REFLECT ACTUAL PIPE LENGTH (MINUS APRON)
4. ALL TREES AND SHUBS SHALL BE CLEARED AND GRUBBED WITHIN THE LIMITS SHOWN ON THE PLANS DESIGNATED BY 
5. THE LOCATION OF EXISTING UTILITIES SHOWN ARE APPROXIMATE AND MAY NOT BE COMPLETE. THE CONTRACTOR SHALL HAVE ALL UTILITIES LOCATED IN THE FIELD BEFORE DIGGING. THERE WILL BE NO ADDITIONAL COMPENSATION TO THE CONTRACTOR FOR WORKING AROUND EXISTING UTILITIES.
6. CONTRACTOR TO CONTACT UTILITY COMPANIES TO RELOCATE UTILITIES AS REQUIRED.
7. TRAFFIC CONTROL SHALL COMPLY WITH MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES. SEE FIELD MANUAL LATEST VERSION.
8. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO DISPOSE OFF-SITE ALL TREES, STUMPS, BRUSH OR OTHER DEBRIS THAT EXISTS WITHIN THE CONSTRUCTION AREAS. NO BURNING IS PERMITTED.
9. CONSTRUCT ALL RADII AS PER PLANS. RADII SHOWN ARE TO GUTTER LINE/FACE OF CURB FOR CURB AREAS.
10. WHERE SECTION OR SUBSECTION MONUMENTS ARE ENCOUNTERED, THE ENGINEER SHALL BE NOTIFIED BEFORE SUCH MONUMENTS ARE REMOVED. THE CONTRACTOR SHALL PROTECT AND CAREFULLY PRESERVE ALL PROPERTY MARKS AND MONUMENTS UNTIL THE OWNER AND AUTHORIZED SURVEYOR OR AGENT HAS WITNESSED OR OTHERWISE REFERENCED THEIR LOCATION.
11. SAW-CUT BITUMINOUS AS DIRECTED BY THE ENGINEER PRIOR TO REMOVAL. THE CONTRACTOR SHALL SAWCUT PAVEMENT AS INDICATED ON THE PLANS TO SEPARATE THE EXISTING MATERIAL TO BE REMOVED BY MEANS OF AN APPROVED SAW. SUITABLE GUIDELINES OR DEVICES SHALL BE USED TO ASSURE CUTTING A NEAT, STRAIGHT LINE AS SHOWN ON THE PLANS. CARE SHALL BE TAKEN BY THE CONTRACTOR SO AS NOT TO DAMAGE THE REMAINING MATERIALS DIRECTLY ADJACENT TO THE MATERIALS TO BE REMOVED. ANY DAMAGE TO THE EXISTING MATERIAL RESULTING FROM THE MATERIAL REMOVAL OPERATIONS SHALL BE REPAIRED AT THE CONTRACTOR'S EXPENSE. CONTRACTOR SHALL FOLLOW FEDERAL REQUIREMENTS FOR DUST CONTROL.
12. CONTRACTOR SHALL STRIP ALL TOPSOIL AND REUSE ON SITE WHERE NEEDED, EXCEPT WHERE NOTED. STRIPPING AND PLACEMENT IS INCIDENTAL TO COMMON EXCAVATION. TOPSOIL SALVAGED FROM THE SCHOOL SITE MASS GRADING SHALL STAY AND BE STOCKPILED ON THE PLATTED SCHOOL PROPERTY FOR FUTURE USE BY OTHERS.
13. CONTRACTOR SHALL VERIFY INVERTS ON EXISTING UTILITIES PRIOR TO INSTALLATION OF STRUCTURES OR PIPES.
14. MAINTENANCE OF HAUL ROADS SHALL BE INCIDENTAL TO CONSTRUCTION.
15. CONTRACTOR SHALL VERIFY WIDTH OF PROPOSED DRIVEWAYS AND LOCATION OF DRIVEWAY CURB OPENINGS WITH ENGINEER IN THE FIELD PRIOR TO CONSTRUCTION.
16. REMOVE AND RECONSTRUCT DRIVEWAY SURFACES AS SHOWN ON PLANS UNLESS OTHERWISE INSTRUCTED BY THE ENGINEER OR THEIR REPRESENTATIVE.
17. WHEN EVER THE WORD "INCIDENTAL" IS USED IN THIS PLAN SET, IT SHALL MEAN NO DIRECT COMPENSATION WILL BE MADE.
18. CONTRACTOR SHALL PROVIDE ACCESS TO ALL PROPERTIES, UNLESS ALTERNATE PROVISIONS ARE APPROVED BY THE PROPERTY OWNER AND THE ENGINEER.
19. CONTRACTOR SHALL NOTIFY ALL PROPERTY OWNERS A MINIMUM OF 48 HRS IN ADVANCE OF DISRUPTION TO SERVICE.
20. CONTRACTOR SHALL SUPPLY A TRASH CONTAINER ON SITE FOR CONSTRUCTION DEBRIS/TRASH. ABSOLUTELY NO TRASH TO BE DISCARDED IN EXCAVATIONS. CONTRACTOR SHALL ENSURE TRASH IS COLLECTED FROM WORK ACTIVITIES AND DISCARDED IN APPROPRIATE TRASH CONTAINERS DAILY.
21. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING AND REPAIRING ALL EXISTING AREAS, PAVEMENTS, STRUCTURES, OR OTHER FACILITIES DAMAGED DURING CONSTRUCTION ACTIVITIES TO EQUAL OR BETTER CONDITIONS.
22. TRACER WIRE SHALL BE CONSIDERED INCIDENTAL TO CONSTRUCTION.
23. ANY TRIMMING OF BRANCHES / TREES REQUIRED FOR CONSTRUCTION SHALL BE INCIDENTAL TO CLEARING AND GRUBBING. THIS WILL INCLUDE ANY DEAD BRANCHES AFTER SUBSTANTIAL COMPLETION.
24. CONTRACTOR SHALL TAKE CARE TO MINIMIZE REMOVAL OF TREES. IF EXISTING TREE CAN BE MAINTAINED IT SHALL NOT BE REMOVED.
25. CONTRACTOR SHALL FOLLOW ALL ADA REQUIREMENTS.
26. CONTRACTOR SHALL REVIEW ALL GRADES FOR DRAINAGE ISSUES. THIS INCLUDES BUT IS NOT LIMITED TO TURF, CONCRETE CURB PAN, ADA RAMPS, CONCRETE CURB, AND BITUMINOUS PAVEMENT.

**TURF ESTABLISHMENT NOTES:**

1. CONTRACTOR SHALL TAKE CARE TO MINIMIZE PROJECT DISTURBANCE AND KEEP THE SEEDING AREA PER THE PLAN.
2. IF THE ENGINEER DETERMINES THAT EXCESS TURF ESTABLISHMENT AREAS WERE NOT NECESSARY FOR CONSTRUCTION, TURF ESTABLISHMENT IN THESE AREAS WILL BE THE CONTRACTOR'S RESPONSIBILITY.

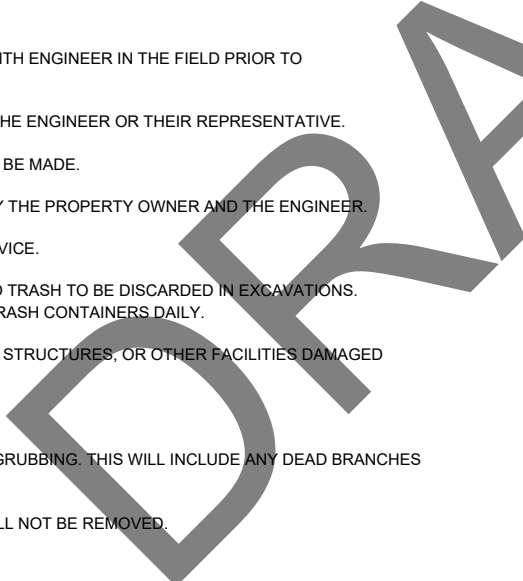
**EROSION CONTROL NOTES:**

1. CONTRACTOR SHALL PROVIDE AND MAINTAIN ALL EROSION CONTROL MEASURES AS SHOWN OR NOT SHOWN ON THESE PLANS AND SPECIFICATIONS AND IMPLEMENT ANY ADDITIONAL EROSION CONTROL MEASURES NECESSARY IN ORDER TO PROTECT ADJACENT PROPERTY. THE CONTRACTOR WILL BE SOLELY RESPONSIBLE FOR MAINTENANCE AND IMPLEMENTATION OF STORM WATER EROSION CONTROL ITEMS TO COMPLY WITH THE NPDS PERMIT REQUIREMENTS. THIS INCLUDES GEOTEXTILE FABRIC ON SLOPES/ RUNOFF FOR ROADWAYS SUSCEPTIBLE TO EROSION. ADDITIONAL ITEMS REQUESTED BY THE MPCA AND ANY OTHER ITEMS REQUESTED BY THE ENGINEER DURING CONSTRUCTION. ALL WORK THAT IS NOT INCLUDED IN PAY ITEMS SHALL BE DEEMED INCIDENTAL TO CONSTRUCTION. ANY PENALTIES IMPOSED ON THE COUNTY OR THE CONTRACTOR AS A RESULT OF STORMWATER ISSUES WILL BE PAID COMPLETELY BY THE CONTRACTOR.
2. WATER FOR ON SITE DUST CONTROL SHALL BE INCIDENTAL TO CONSTRUCTION. WHEN A WATER TRUCK IS REQUESTED BY THE ENGINEER, THE CONTRACTOR SHALL RESPOND WITHIN 4 HOURS. IF THE CONTRACTOR DOES NOT COMPLY, A \$250 PENALTY WILL BE ASSESSED PER INCIDENT.
3. THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING ALL PERMITS AND PAY ALL FEES AS REQUIRED BY THE CONSTRUCTION COVERED IN THESE PLANS. THE CONTRACTOR SHALL OBTAIN THE CITY OF GRAND RAPIDS STORMWATER POLLUTION PREVENTION PERMIT. THE MPCA NPDES PERMIT IS PAID FOR BY THE CITY. THE CONTRACTOR SHALL BE A CO-PERMITTEE.
4. WHEN STREET SWEEPING IS REQUESTED BY THE OWNER/ENGINEER, THE CONTRACTOR SHALL RESPOND WITHIN 4 HOURS. IF THE CONTRACTOR DOES NOT COMPLY, A \$250 PENALTY WILL BE ASSESSED PER INCIDENT.
5. CONTRACTOR SHALL CONSTRUCT AND MAINTAIN STABILIZED CONSTRUCTION EXITS AT ALL LOCATION WHERE TRAFFIC LEAVES THE CONSTRUCTION SITE. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO MAINTAIN THE STABILIZED CONSTRUCTION EXITS MAINTENANCE AND REPAIR ARE INCLUDED IN THE BID ITEM.
6. INLET PROTECTION IS PAID PER EXISTING OR PROPOSED STRUCTURE (EACH). EXISTING STRUCTURES, ON OR ADJACENT TO THE PROJECT, RECEIVE A DROP IN FILTER BAG. NEW STRUCTURES INITIALLY RECEIVE A SILT FENCE BOX. ONCE THE CASTING IS SET ON A NEW STRUCTURE, IT SHALL RECEIVE A DROP IN FILTER BAG. MAINTENANCE OF ALL INLET PROTECTION DEVICES INCLUDES CLEANING AND MAINTENANCE.

**TRAFFIC CONTROL NOTES:**

1. CONTRACTOR SHALL SUPPLY A TRAFFIC CONTROL PLAN FOR ALL WORK.
2. TRAFFIC CONTROL PLANS SHALL BE SUBMITTED AT THE PRE-CONSTRUCTION MEETING, OR AT LEAST 2 WEEKS IN ADVANCE OF CONSTRUCTION ACTIVITIES COMMENCING. ENGINEER SHALL REVIEW AND APPROVE ALL TRAFFIC CONTROL PLANS.
3. ACCESS MUST BE PROVIDED AT ALL TIMES TO RESIDENTS.

Save: 8/30/2021 1:43 PM schristenson Plot: 8/3/2021 11:39 AM X:\PT\RT\DEV\161740\5-final-dsgn\51-drawings\10-Civil\cad\dwg\sheet\RT161740CN.dwg



SEH Project	161740	Rev.#	Revision Issue Description	Date	Rev.#	Revision Issue Description	Date
Drawn By		.			.		
Designed By		.			.		
Checked By		.			.		



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

DATE \_\_\_\_\_ LICENSE NO. \_\_\_\_\_

**HAWKINSON**  
**COMMERCIAL DEVELOPMENT**  
 GRAND RAPIDS, MN

**CONSTRUCTION NOTES**



Save: 8/30/2021 1:43 PM schristenson Plot: 8/3/2021 11:39 AM X:\PT\RT\DEV\161740\5-final-dsgm\51-drawings\10-Civil\cad\dwg\sheet\RT161740CN.dwg

DRAFT

PROPOSED STORM SEWER SCHEDULE									
STRUCTURE	ALIGNMENT	STATION	OFFSET	CONNECT STRUC.	T.C. ELEV.	INVERT ELV.	STRUCTURE DESIGN	STRUCTURE HEIGHT	CASTING
X103	Alignment Storm	208+63.66	-25.08		1328.82	1324.02	48 -4020 CB	4.80'	EXISTING
BH1	Alignment Roadway	107+07.98	-25.00	105		1327.34	BULKHEAD		
BH2	Alignment Roadway	105+35.00	-25.00	106		1327.93	BULKHEAD		
BH3	Alignment Roadway	103+55.69	-25.00	107		1328.54	BULKHEAD		
BH4	Alignment Roadway	102+15.00	25.00	109		1329.21	BULKHEAD		
101	Alignment Storm	208+64.25	0.07	102	1329.97	1324.47 1324.37	48 -4020 MH	5.61'	700/721
102	Alignment Storm	207+14.46	0.00	101 103	1327.38	1325.00 1324.90	DESIGN H MH	2.47'	FRAME AND 731
103	Alignment Storm	204+46.15	0.00	102 104	1328.52	1325.88 1325.78	DESIGN H MH	2.74'	FRAME & 731
104A	Alignment Roadway	107+33.00	15.00	104	1333.69	1327.10	DESIGN G	6.59'	805/814A
104	Alignment Roadway	107+07.98	15.00	103 105 104A	1333.95	1327.12 1327.03 1327.03	48 -4020 CB	6.92'	805/814A/823A
105	Alignment Roadway	107+08.00	-15.00	104 BH1 106	1333.95	1327.31 1327.21 1327.31	48 -4020 CB	6.74'	805/814A/823A
106	Alignment Roadway	105+35.00	-15.00	105 BH2 107	1334.91	1327.90 1327.80 1327.90	48 -4020 CB	7.11'	805/814A/823A
107	Alignment Roadway	103+55.65	-15.00	106 BH3 108	1331.83	1328.51 1328.41 1328.51	48 -4020 CB	3.42'	805/814A/823A
108	Alignment Roadway	103+55.65	15.00	107 109	1331.83	1328.59 1328.70	48 -4020 CB	3.23'	805/814A/823A
109	Alignment Roadway	102+15.00	15.00	BH4 108	1333.36	1329.08 1329.18	48 -4020 CB	4.28'	805/814A/823A


\*\*NOTE : ALL STORM CATCH BASIN CASTINGS SHALL BE FULL FLANGED\*\*

PROPOSED SANITARY SEWER SCHEDULE								
STRUCTURE	ALIGN.	STATION	OFFSET	TYPE	CASTING ASSEMBLY	T.C. ELEV	INVERT ELEV	STRUCTURE DEPTH
X1	Alignment Roadway	107+71.09	0.33 L	48 IN MH	STANDARD	1333.71	1313.99 1313.99 1314.01	19.72
C4	Alignment Roadway	102+49.83	25.00 R	8 IN CLEANOUT	STANDARD	1333.98	1321.35	12.63
C3	Alignment Roadway	102+49.83	25.00 L	8 IN CLEANOUT	STANDARD	1333.98	1321.35	12.63
PLUG	Alignment Roadway	105+21.17	25.00 R	8 IN CLEANOUT	STANDARD	1334.73	1320.65	14.08
C2	Alignment Roadway	105+21.17	25.00 L	8 IN CLEANOUT	STANDARD	1334.75	1320.65	14.09
WYE	Alignment Roadway	106+70.00	4.84 L	8 IN CLEANOUT	STANDARD	1334.89	1319.73 1319.73 1319.73	15.16
C1	Alignment Roadway	106+71.06	25.02 L	8 IN CLEANOUT	STANDARD	1334.97	1320.13	14.99
1	Alignment Roadway	107+20.00	0.00	48 IN MH	STANDARD	1334.18	1319.62 1314.25	19.92
2	Alignment Roadway	105+21.04	0.00	48 IN MH	STANDARD	1335.08	1320.15 1320.05 1320.15 1320.15	15.03
3	Alignment Roadway	102+50.00	0.00	48 IN MH	STANDARD	1333.24	1320.85 1321.23 1320.85	12.39

SEH Project	161740	Rev.#	Revision Issue Description	Date	Rev.#	Revision Issue Description	Date
Drawn By		.			.		
Designed By		.			.		
Checked By		.			.		

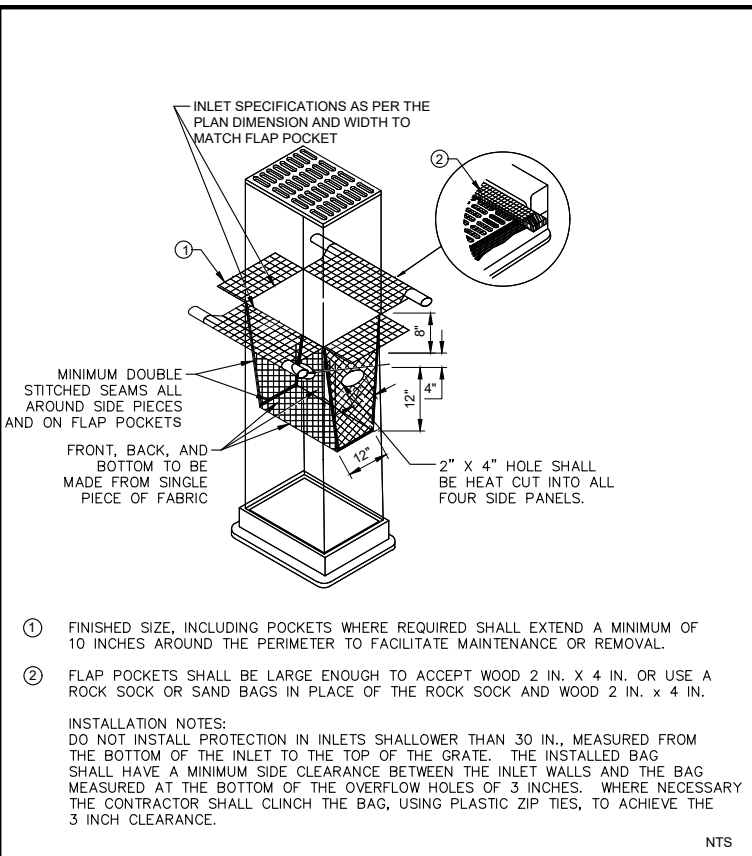
I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DATE \_\_\_\_\_ LICENSE NO. \_\_\_\_\_



**HAWKINSON**  
**COMMERCIAL DEVELOPMENT**  
 GRAND RAPIDS, MN

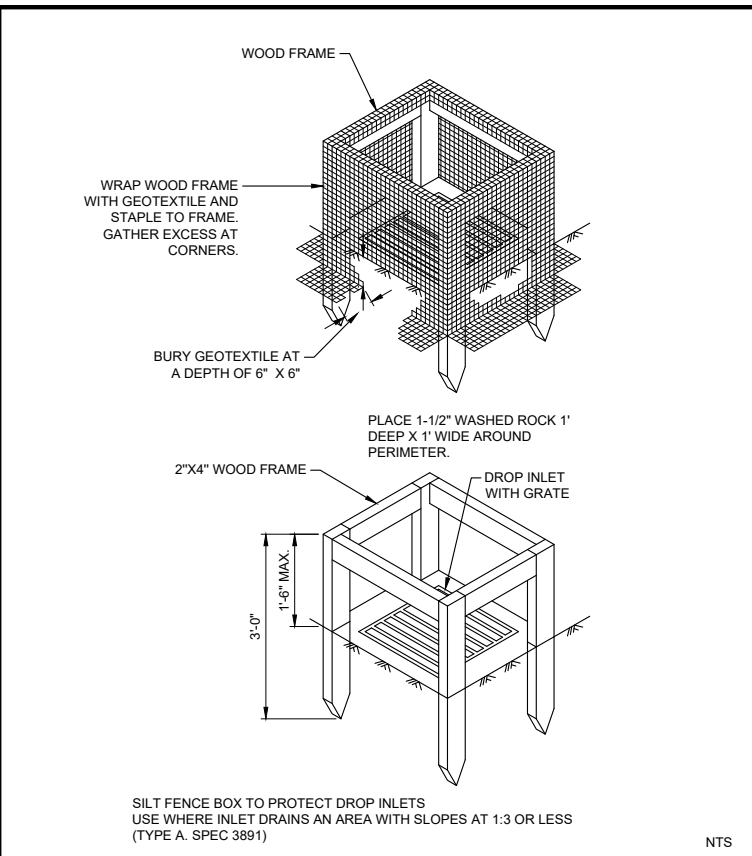
**CONSTRUCTION NOTES**



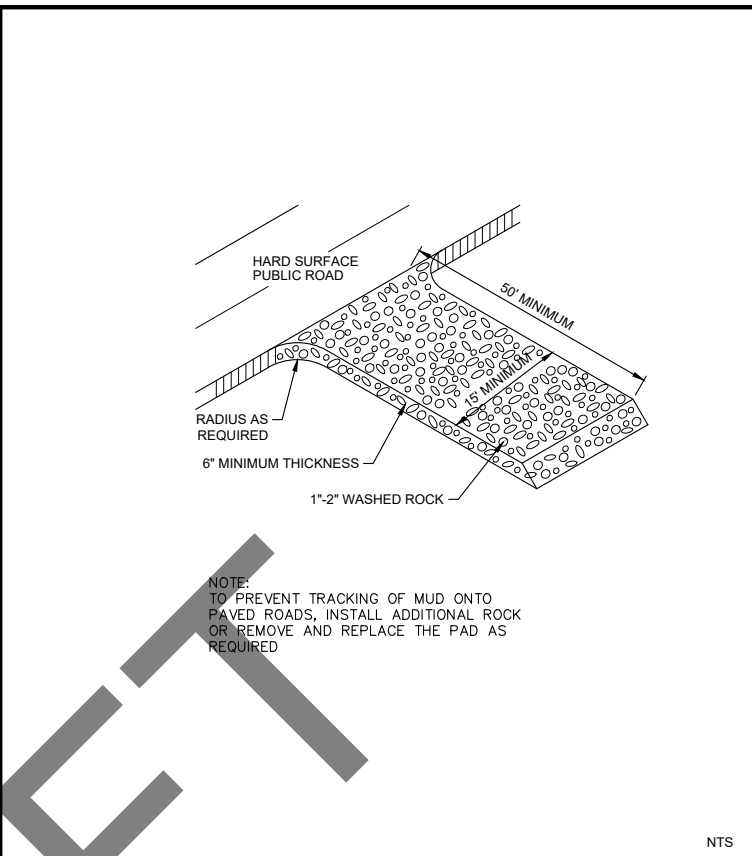
① FINISHED SIZE, INCLUDING POCKETS WHERE REQUIRED SHALL EXTEND A MINIMUM OF 10 INCHES AROUND THE PERIMETER TO FACILITATE MAINTENANCE OR REMOVAL.

② FLAP POCKETS SHALL BE LARGE ENOUGH TO ACCEPT WOOD 2 IN. X 4 IN. OR USE A ROCK SOCK OR SAND BAGS IN PLACE OF THE ROCK SOCK AND WOOD 2 IN. X 4 IN.

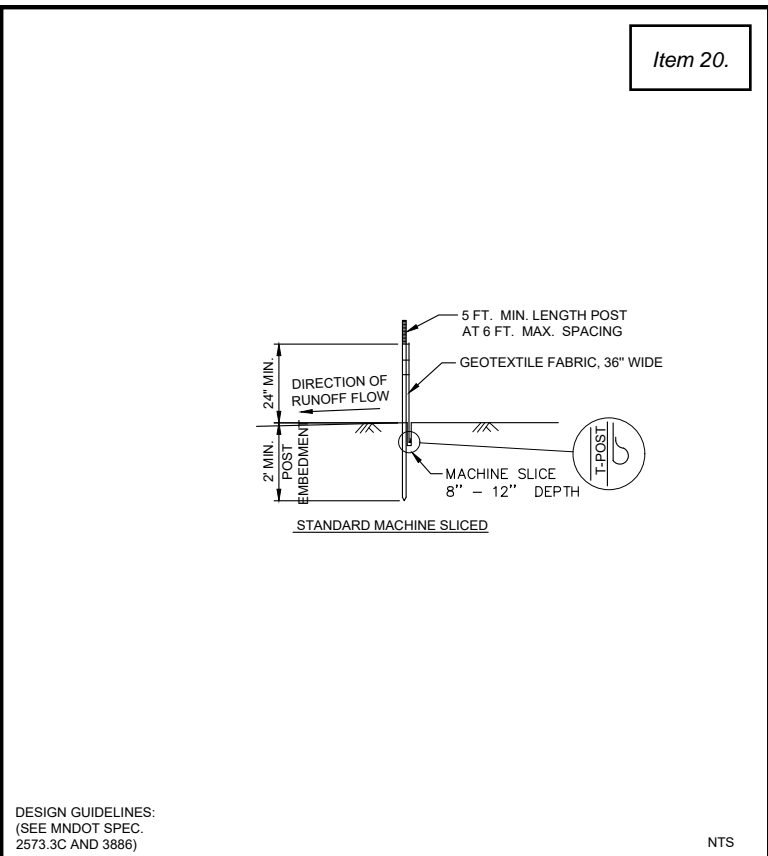
INSTALLATION NOTES:  
DO NOT INSTALL PROTECTION IN INLETS SHALLOWER THAN 30 IN., MEASURED FROM THE BOTTOM OF THE INLET TO THE TOP OF THE GRATE. THE INSTALLED BAG SHALL HAVE A MINIMUM SIDE CLEARANCE BETWEEN THE INLET WALLS AND THE BAG MEASURED AT THE BOTTOM OF THE OVERFLOW HOLES OF 3 INCHES. WHERE NECESSARY THE CONTRACTOR SHALL CLINCH THE BAG, USING PLASTIC ZIP TIES, TO ACHIEVE THE 3 INCH CLEARANCE.



SILT FENCE BOX TO PROTECT DROP INLETS  
USE WHERE INLET DRAINS AN AREA WITH SLOPES AT 1:3 OR LESS (TYPE A. SPEC 3891)



NOTE:  
TO PREVENT TRACKING OF MUD ONTO PAVED ROADS, INSTALL ADDITIONAL ROCK OR REMOVE AND REPLACE THE PAD AS REQUIRED



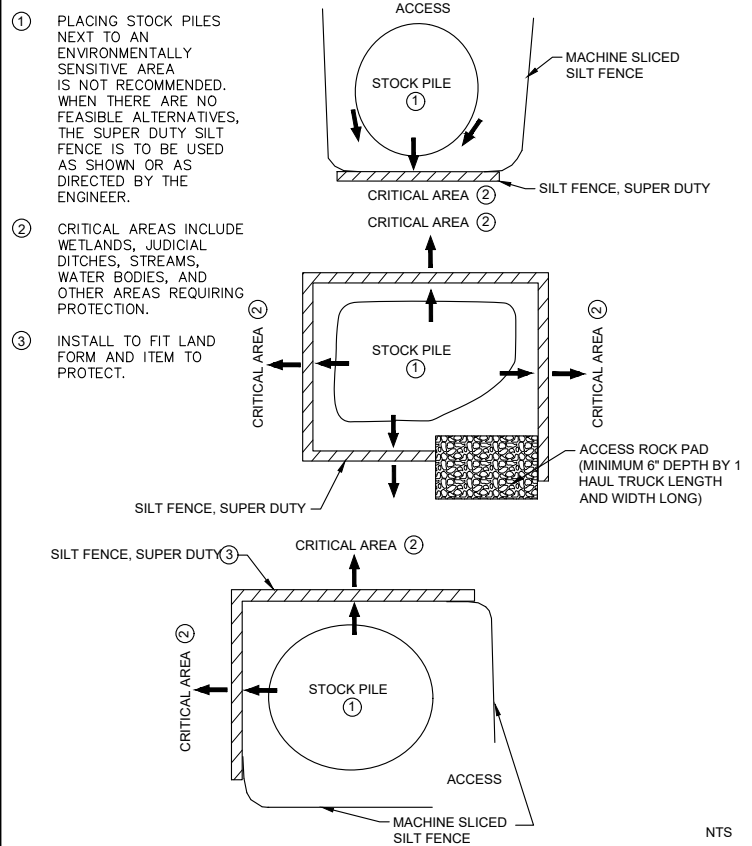
DESIGN GUIDELINES:  
(SEE MNDOT SPEC. 2573.3C AND 3886)

SEH FILTER BAG INSERT Revised: Oct. 2011 SEH Plate No. ERO-28

SEH INLET PROTECTION - TYPE A Revised: Oct. 2011 SEH Plate No. ERO-01

SEH STABILIZED CONSTRUCTION EXIT Revised: Oct. 2011 SEH Plate No. ERO-35

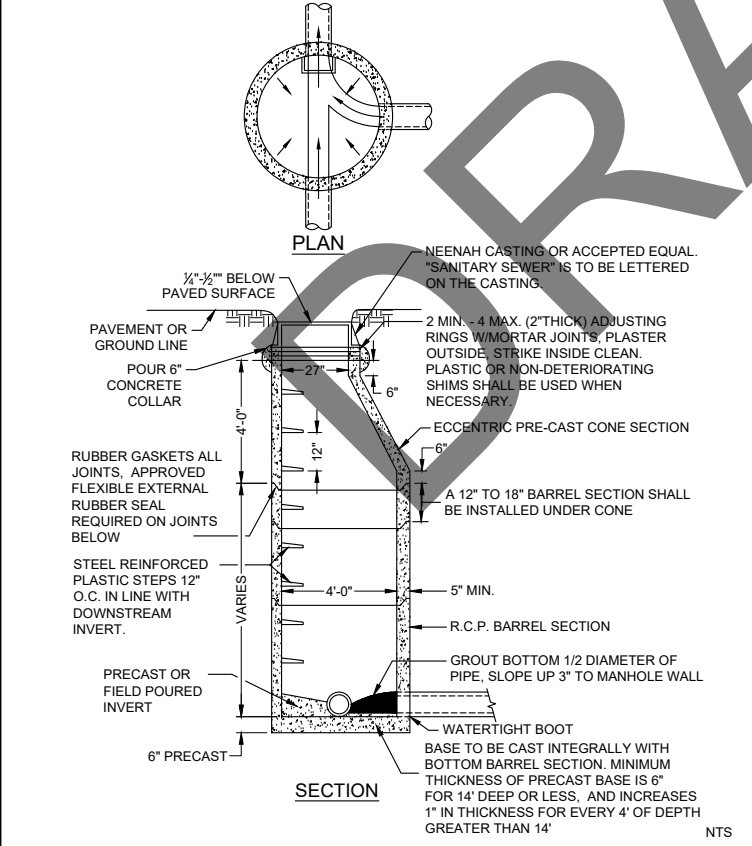
SEH SILT FENCE Revised: Jan. 2013 SEH Plate No. ERO-15



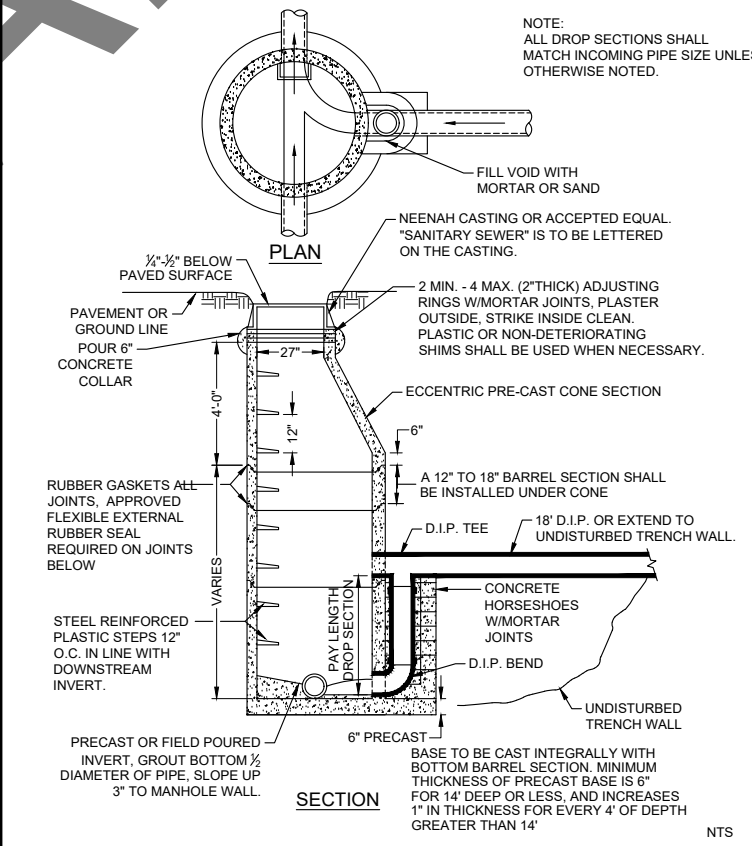
① PLACING STOCK PILES NEXT TO AN ENVIRONMENTALLY SENSITIVE AREA IS NOT RECOMMENDED. WHEN THERE ARE NO FEASIBLE ALTERNATIVES, THE SUPER DUTY SILT FENCE IS TO BE USED AS SHOWN OR AS DIRECTED BY THE ENGINEER.

② CRITICAL AREAS INCLUDE WETLANDS, JUDICIAL DITCHES, STREAMS, WATER BODIES, AND OTHER AREAS REQUIRING PROTECTION.

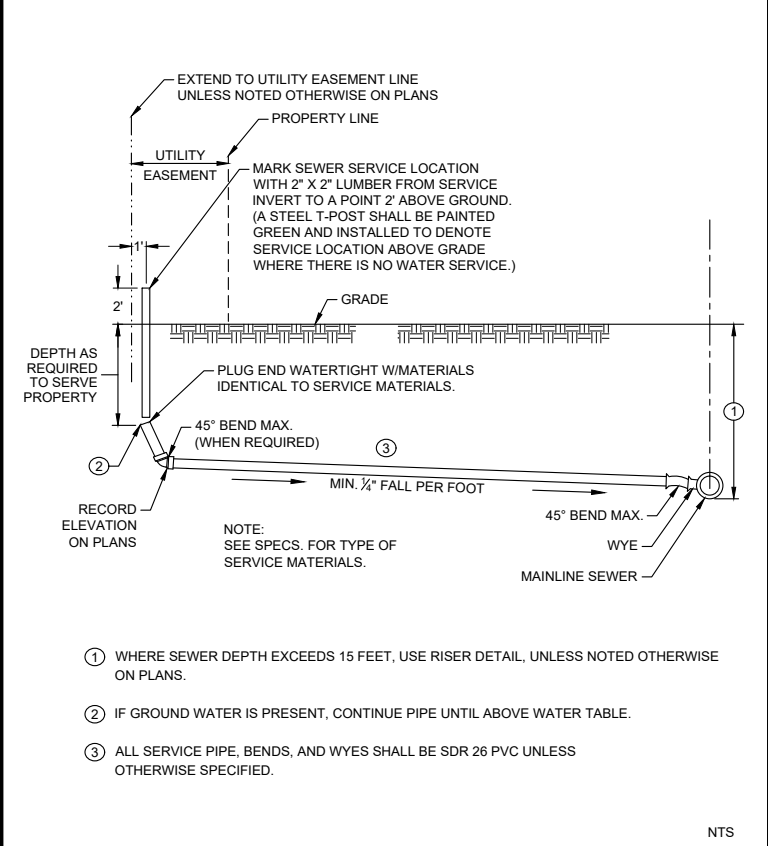
③ INSTALL TO FIT LAND FORM AND ITEM TO PROTECT.



SECTION



SECTION



① WHERE SEWER DEPTH EXCEEDS 15 FEET, USE RISER DETAIL, UNLESS NOTED OTHERWISE ON PLANS.

② IF GROUND WATER IS PRESENT, CONTINUE PIPE UNTIL ABOVE WATER TABLE.

③ ALL SERVICE PIPE, BENDS, AND WYES SHALL BE SDR 26 PVC UNLESS OTHERWISE SPECIFIED.

SEH SILT FENCE STOCKPILE CONTAINMENT Revised: Oct. 2011 SEH Plate No. ERO-27

SEH SANITARY SEWER MANHOLE Revised: Oct. 2011 SEH Plate No. SAN-01

SEH SANITARY SEWER OUTSIDE DROP MANHOLE Revised: Jan. 2013 SEH Plate No. SAN-08

SEH SANITARY SEWER SERVICE Revised: Oct. 2011 SEH Plate No. SAN-11

Save: 8/25/2021 2:55 PM jengsarcom Plot: 9/3/2021 11:39 AM X:\PT\TR\DEV\161740\5-final-dsgn\51-drawings\10-Civil\cad\dwg\sheet\RT161740.DT.dwg

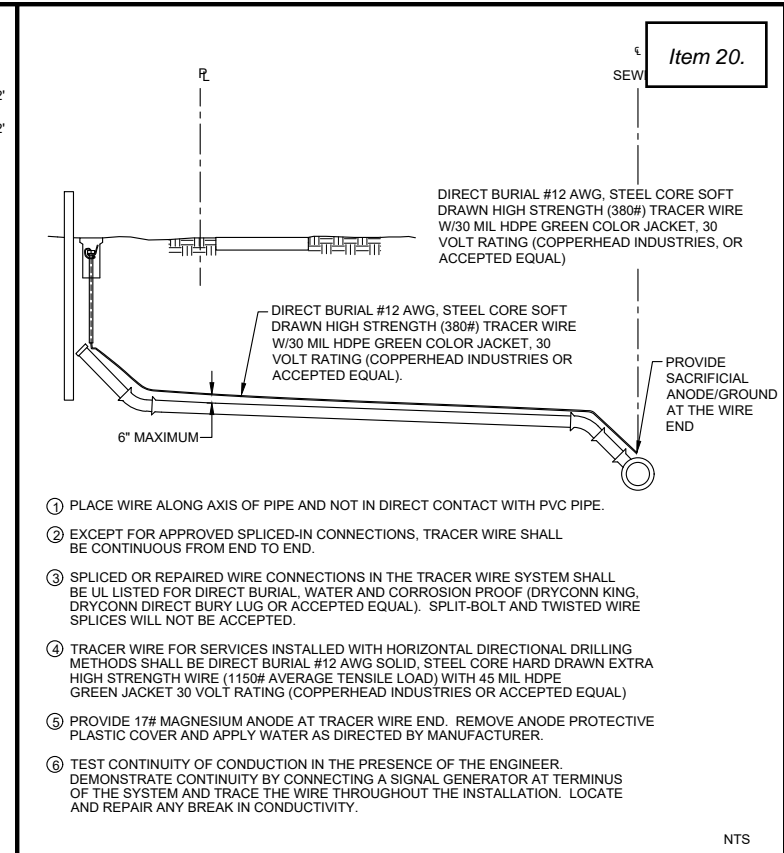
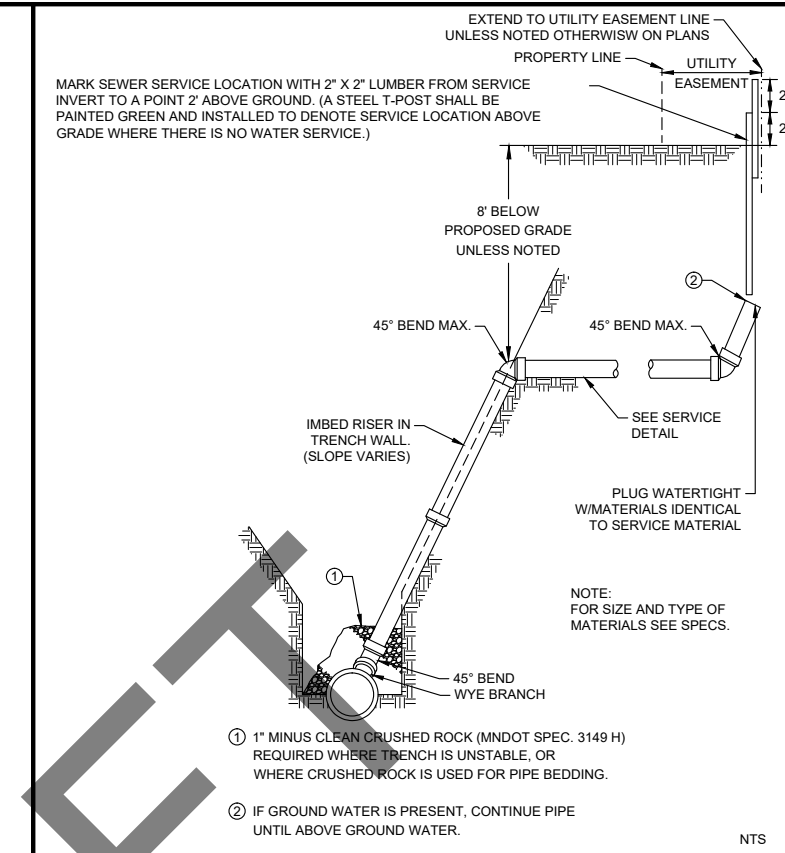
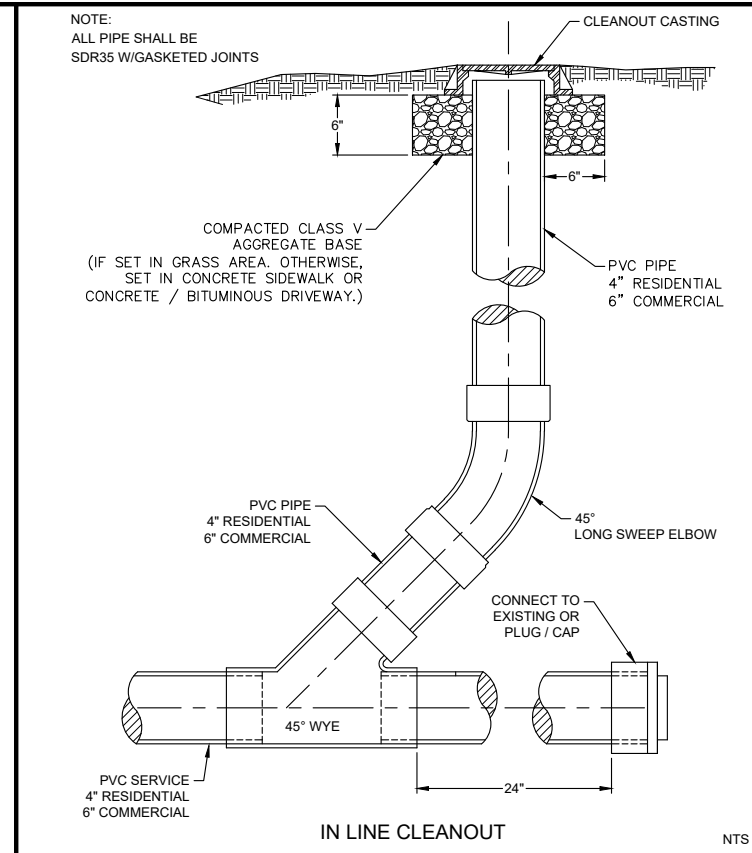
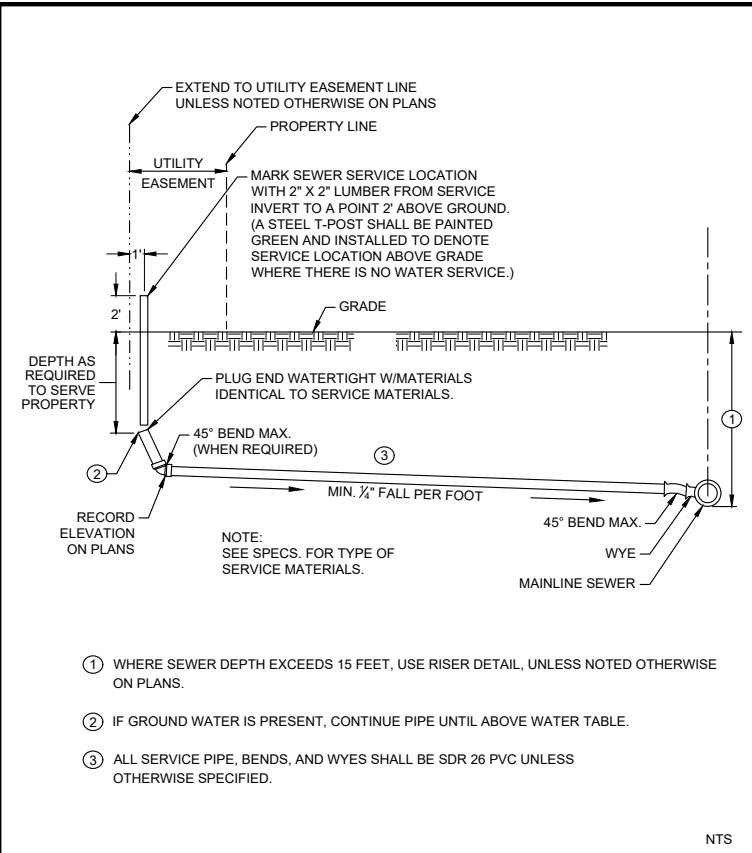
SEH Project	161740	Rev.#	Revision Issue Description	Date	Rev.#	Revision Issue Description	Date
Drawn By							
Designed By							
Checked By							

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

DATE \_\_\_\_\_ LICENSE NO. \_\_\_\_\_

HAWKINSON  
COMMERCIAL DEVELOPMENT  
GRAND RAPIDS, MN

CONSTRUCTION DETAILS



SEH

SANITARY SEWER SERVICE

Revised: Oct. 2011  
SEH Plate No. SAN-11

SEH

SANITARY SEWER SERVICE CLEANOUT (PLATE 1 OF 2)

Revised: Oct. 2011  
SEH Plate No. SAN-17

SEH

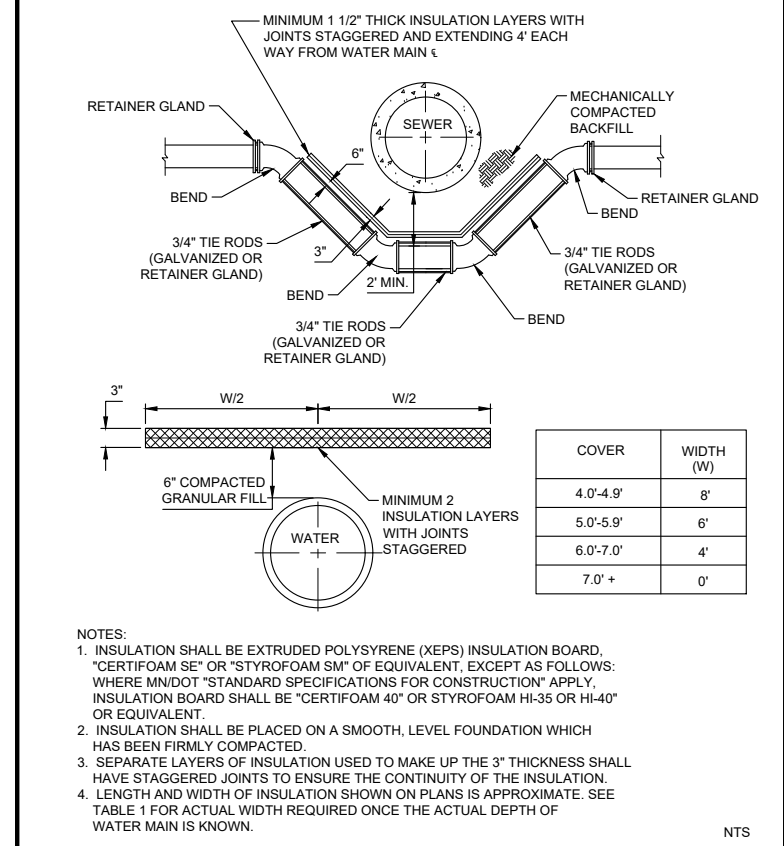
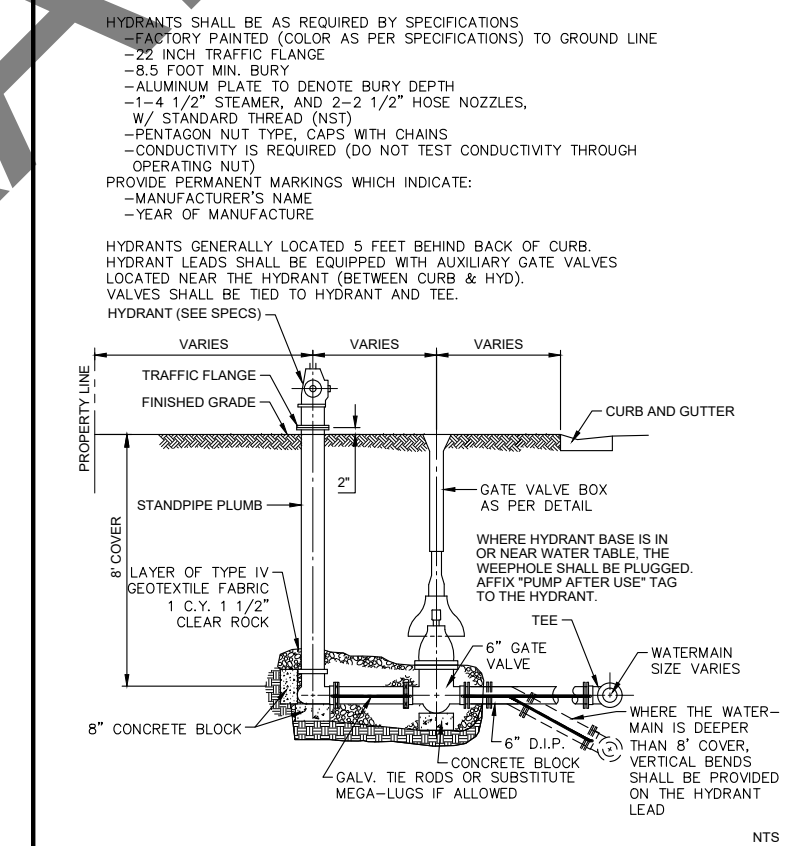
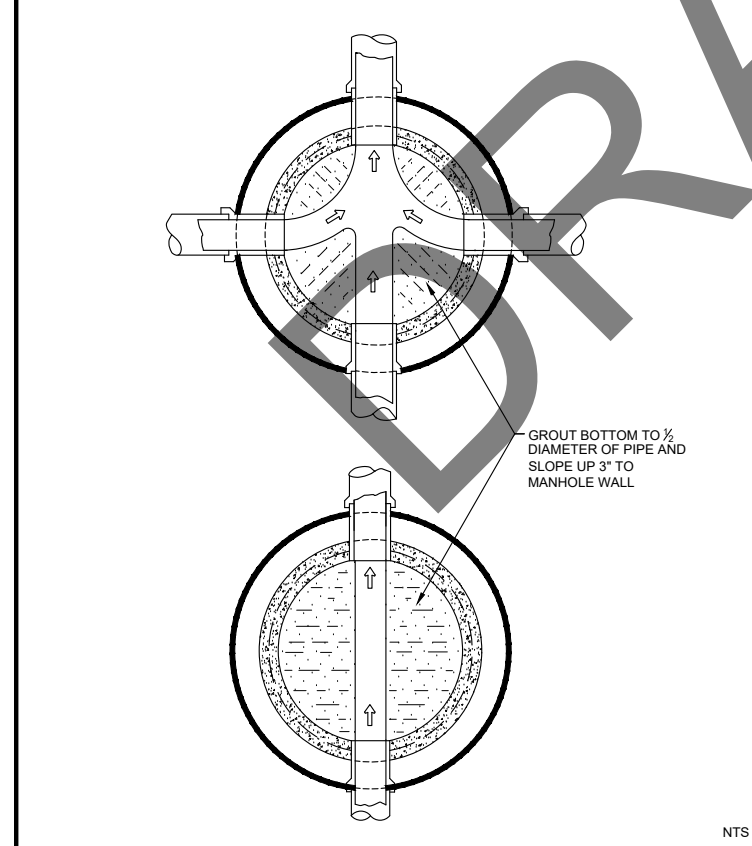
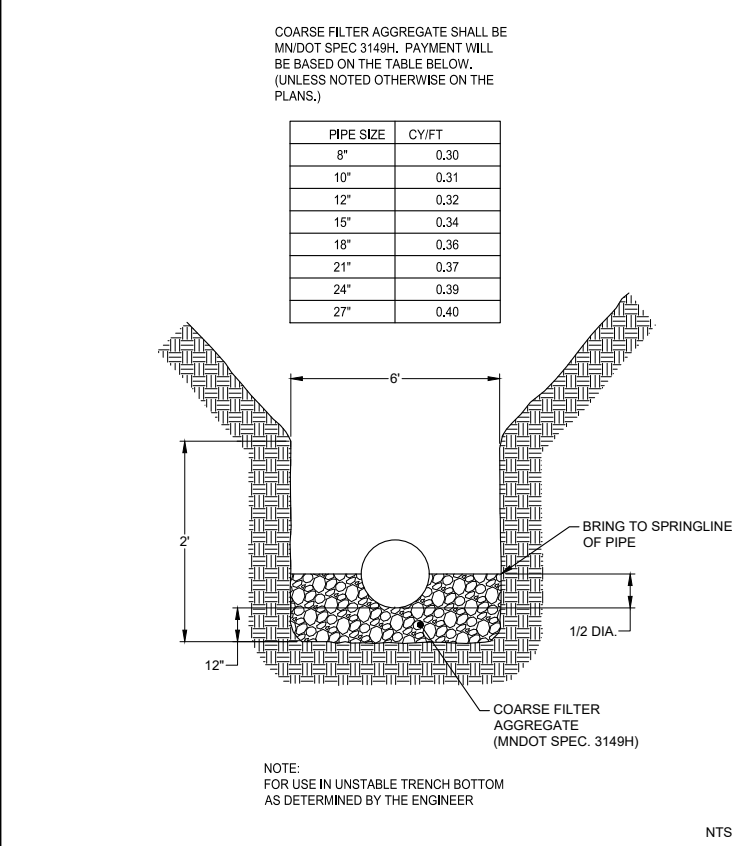
SANITARY SEWER SERVICE RISER (PVC MAIN)

Revised: Oct. 2011  
SEH Plate No. SAN-12

SEH

SANITARY SEWER SERVICE TRACER WIRE (PLATE 1 OF 2)

Revised: Oct. 2011  
SEH Plate No. SAN-09



SEH

TRENCH BEDDING AND FOUNDATION

Revised: Oct. 2016  
SEH Plate No. SAN-15

SEH

TYPICAL INVERT DETAILS

Revised: Oct. 2011  
SEH Plate No. SAN-10

SEH

HYDRANT AND GATE VALVE INSTALLATION WATEROUS PACER WB67

Revised: Oct. 2016  
SEH Plate No. WAT-02

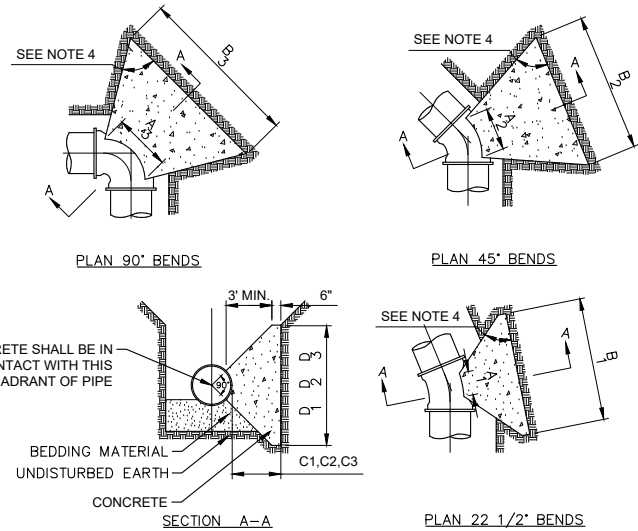
SEH

WATER MAIN INSULATION

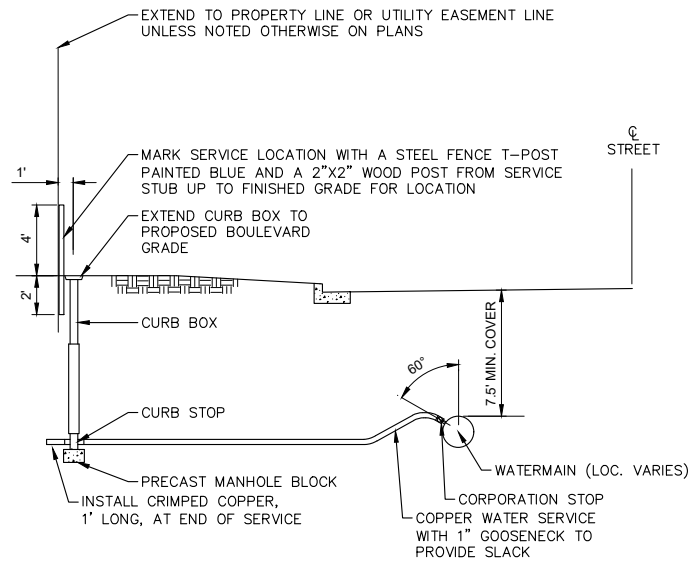
Revised: Oct. 2011  
SEH Plate No. WAT-17

- NOTES:  
 1. SHAPE OF BACK BUTTRESS MAY VARY AS LONG AS POURED AGAINST FIRM UNDISTURBED EARTH.  
 2. DIMENSION C1,C2,C3 SHOULD BE LARGE ENOUGH TO MAKE ANGLE EQUAL TO OR LARGER THAN 45°.  
 3. DIMENSION A1,A2,A3 SHOULD BE AS LARGE AS POSSIBLE WITHOUT INTERFERING WITH MJ BOLTS.  
 4. 45° MINIMUM.  
 5. PLACE POLYETHYLENE BETWEEN CONCRETE AND PIPE.

PIPE SIZE	BUTTRESS DIMENSIONS					
	22 1/2° BEND		45° BEND		90° BEND	
	B <sub>1</sub>	D <sub>1</sub>	B <sub>2</sub>	D <sub>2</sub>	B <sub>3</sub>	D <sub>3</sub>
6"	1'-5"	1'-5"	1'-5"	1'-5"	2'-1"	1'-6"
8"	1'-5"	1'-5"	2'-1"	1'-6"	2'-8"	2'-0"
12"	1'-10"	1'-10"	3'-4"	2'-0"	4'-9"	2'-6"
16"	3'-0"	2'-0"	3'-10"	3'-0"	6'-2"	3'-6"
20"	3'-6"	2'-8"	5'-6"	3'-4"	8'-4"	4'-0"
24"	4'-4"	3'-0"	6'-10"	3'-10"	9'-8"	5'-0"
30"	-	-	9'-3"	6'-0"	17'-0"	6'-0"

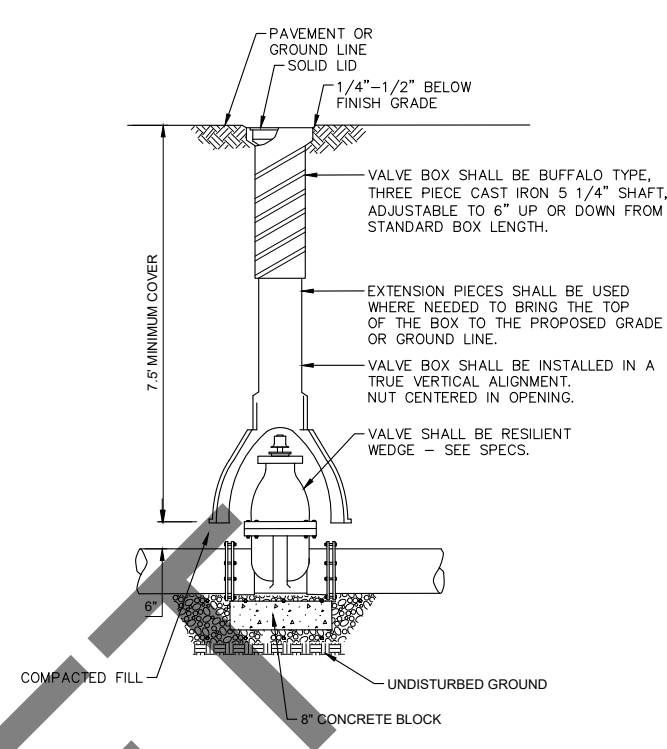


NTS

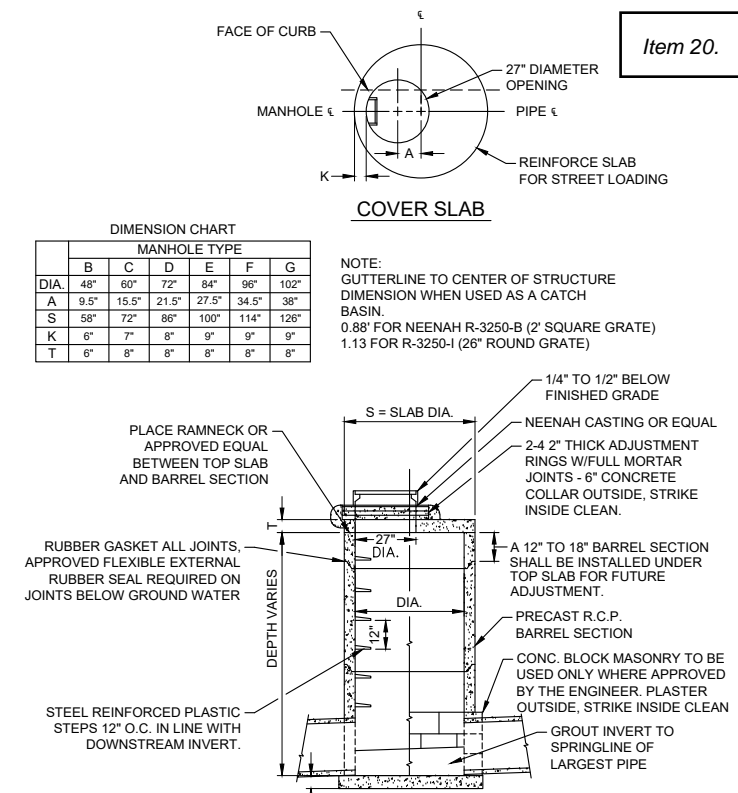


- NOTES:  
 1. SEE SPECS FOR SIZE & TYPE OF MATERIALS  
 2. MAINTAIN 18" VERTICAL & 24" HORIZONTAL SEPARATION BETWEEN SEWER & WATER SERVICE LINES.  
 3. PROVIDE CURB BOXES THAT ARE IN CONCRETE OR BITUMINOUS DRIVEWAYS WITH A SHORT TOP SECTION OF A STANDARD GATE VALVE BOX WITH A LID MARKED "WATER".  
 4. WHERE WATER MAIN IS HDPE: USE ELECTROFUSION CORPORATIONS SADDLES TO CONNECT TO WATER MAIN.

NTS



NTS



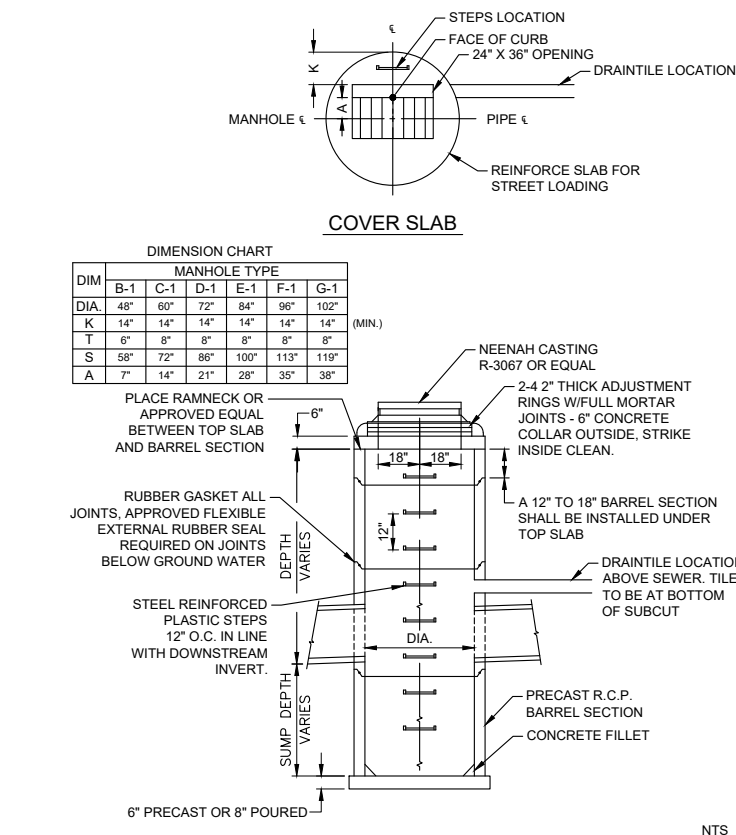
NTS

SEH  
 Revised: Feb. 2011  
 SEH Plate No. WAT-13  
 CONCRETE THRUST BLOCKING

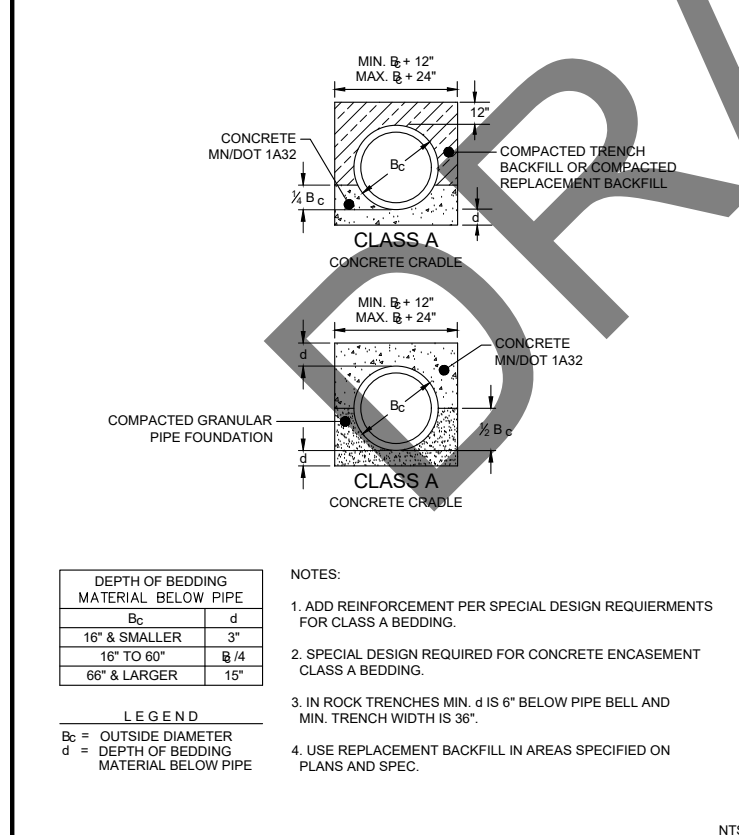
SEH  
 Revised: Oct. 2011  
 SEH Plate No. WAT-14  
 COPPER WATER SERVICE CONNECTION

SEH  
 Revised: Oct. 2011  
 SEH Plate No. WAT-04  
 GATE VALVE AND BOX

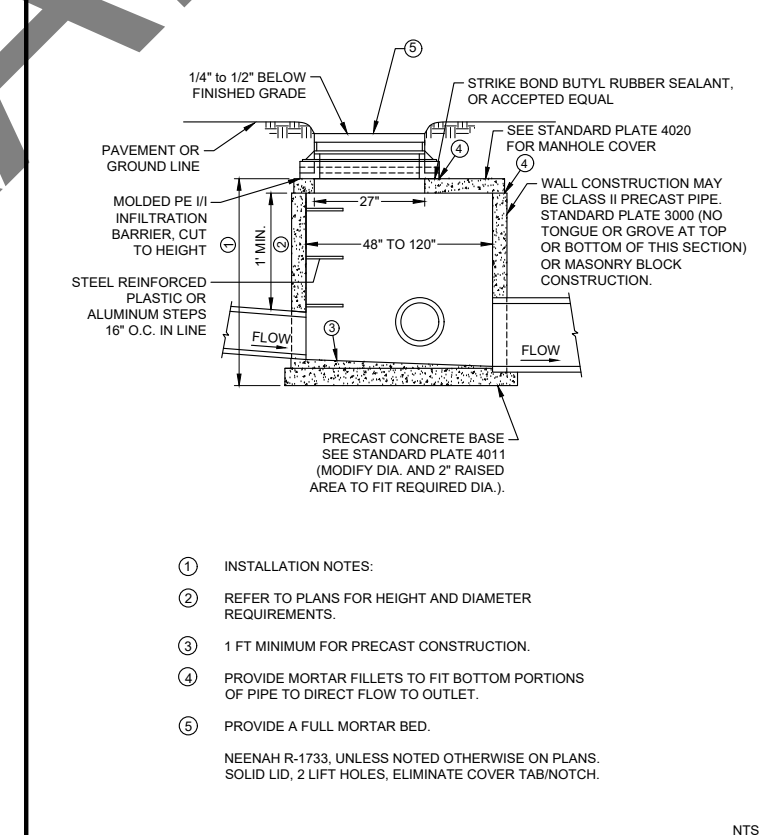
SEH  
 Revised: Oct. 2011  
 SEH Plate No. STM-01  
 CATCH BASIN/MANHOLE (27" DIA. OPENING)



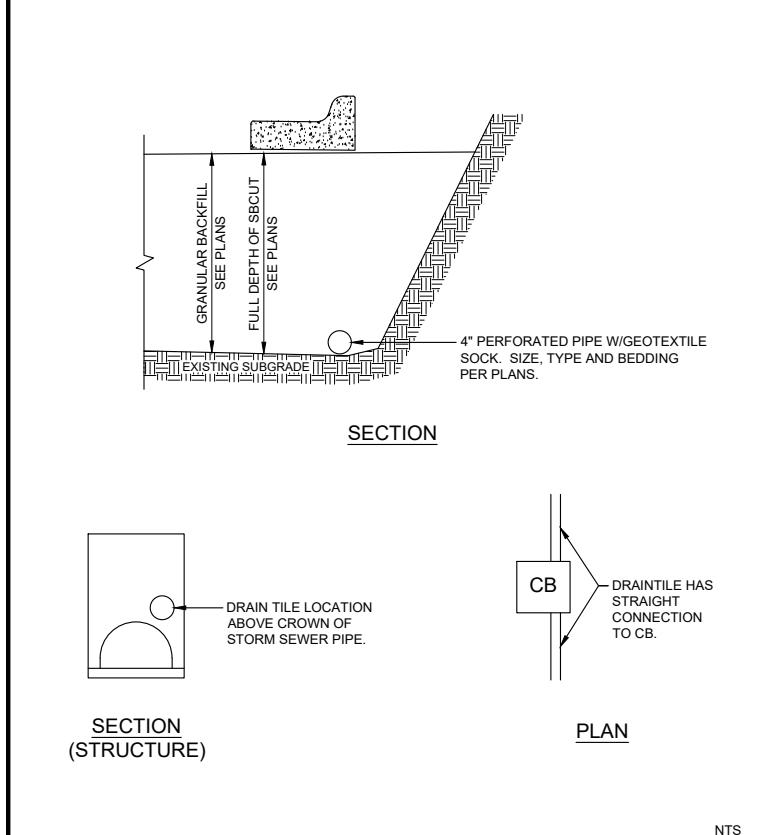
NTS



NTS



NTS



NTS

SEH  
 Revised: Oct. 2011  
 SEH Plate No. STM-03  
 CATCH BASIN/MANHOLE (WITH SUMP)

SEH  
 Revised: Oct. 2011  
 SEH Plate No. STM-22  
 CLASS A TRENCH BEDDING FOR REINFORCED CONCRETE PIPE

SEH  
 Revised: Oct. 2011  
 SEH Plate No. STM-20  
 DRAINAGE STRUCTURE - DESIGN 4020

SEH  
 Revised: Oct. 2011  
 SEH Plate No. STM-10  
 PERFORATED PIPE DRAINTILE IN SUBCUT AREAS

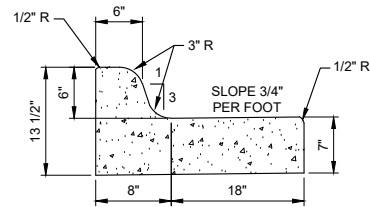
Save: 8/25/2021 2:55 PM jengsarcom Plot: 9/3/2021 11:39 AM X:\PT\RT\DEV\161740\5-final-dsgn\51-drawings\10-Civil\cadd\dwg\sheet\RT161740.DT.dwg

SEH Project	161740	Rev.#	Revision Issue Description	Date	Rev.#	Revision Issue Description	Date
Drawn By							
Designed By							
Checked By							

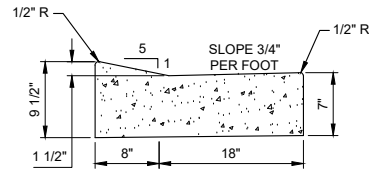
I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.  
 DATE \_\_\_\_\_ LICENSE NO. \_\_\_\_\_

HAWKINSON  
 COMMERCIAL DEVELOPMENT  
 GRAND RAPIDS, MN

CONSTRUCTION DETAILS

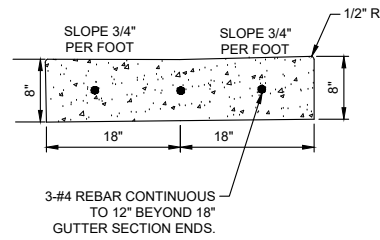


B618



DRIVEWAY AT B618

NTS



SECTION  
B618 VALLEY GUTTER

NTS



CURB AND GUTTER

Revised:  
Oct. 2011  
SEH Plate No.  
STR-19



8" CONCRETE VALLEY GUTTER

Revised:  
Jan. 2013  
SEH Plate No.  
STR-21

DRAFT

Save: 8/25/2021 2:55 PM jengstrom Plot: 9/3/2021 11:39 AM X:\PT\RT\DEVT\161740\5-final-dsgn\51-drawings\10-Civil\cadd\dwg\sheet\RT161740DT.dwg

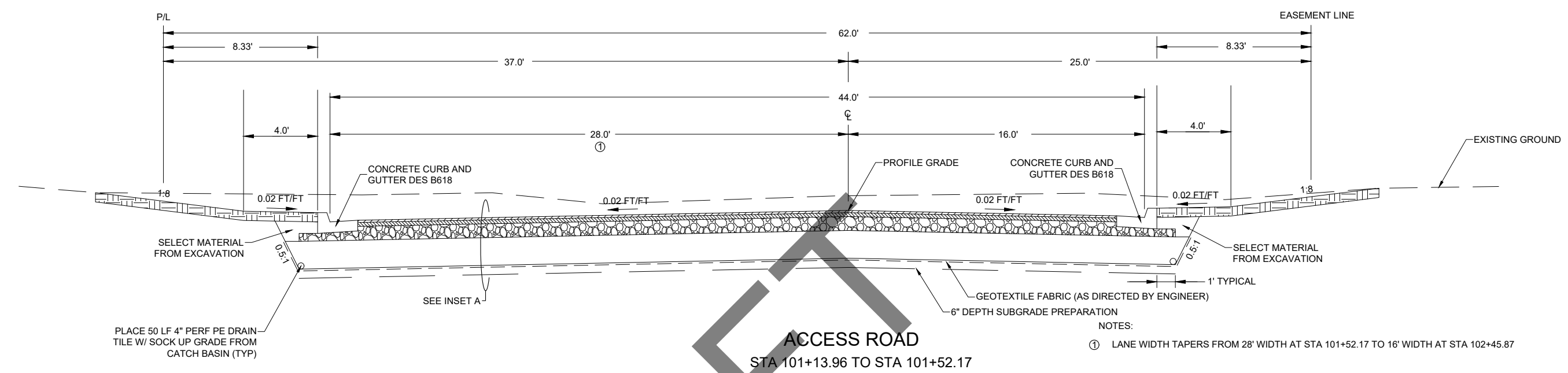
SEH Project	161740	Rev.#	Revision Issue Description	Date	Rev.#	Revision Issue Description	Date
Drawn By		.			.		
Designed By		.			.		
Checked By		.			.		



I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.  
DATE \_\_\_\_\_ LICENSE NO. \_\_\_\_\_

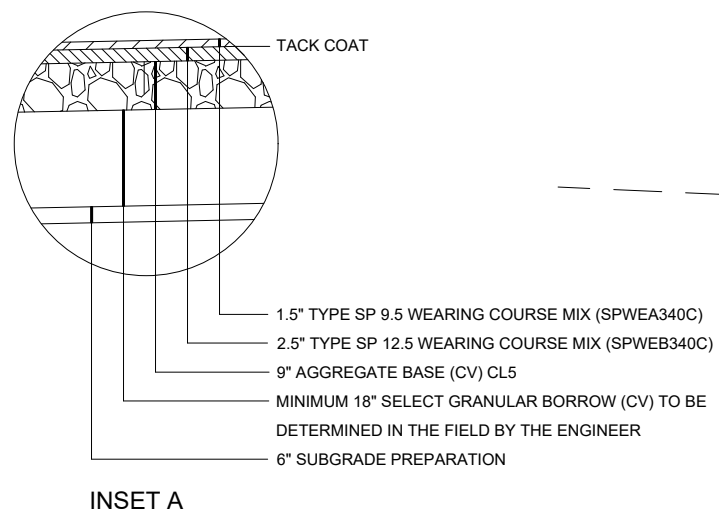
**HAWKINSON**  
**COMMERCIAL DEVELOPMENT**  
GRAND RAPIDS, MN

CONSTRUCTION DETAILS

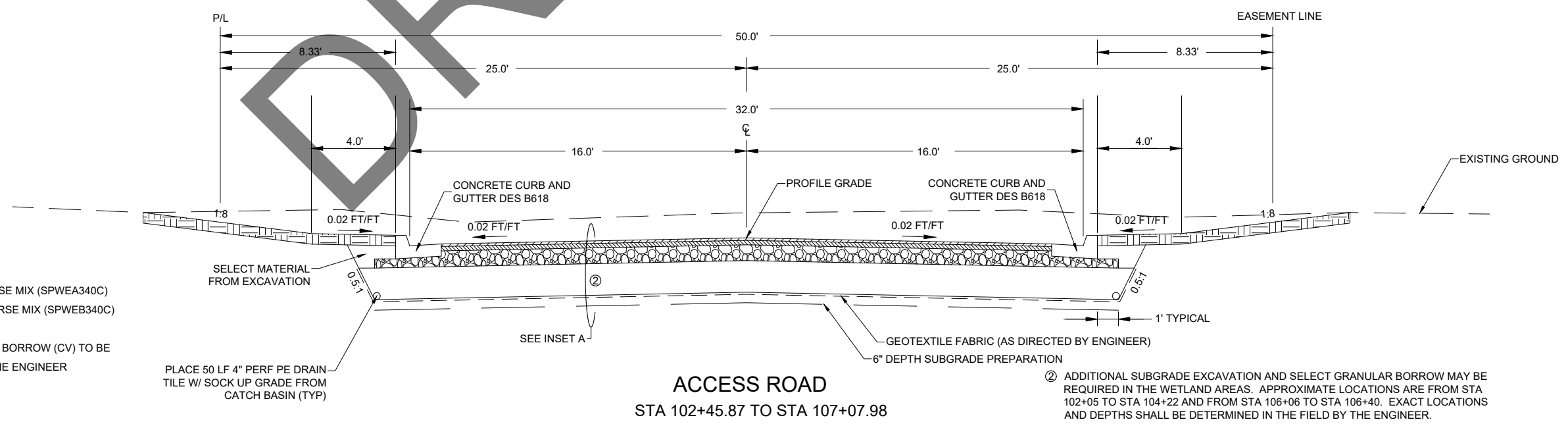


**ACCESS ROAD**  
STA 101+13.96 TO STA 101+52.17

NOTES:  
① LANE WIDTH TAPERS FROM 28' WIDTH AT STA 101+52.17 TO 16' WIDTH AT STA 102+45.87



**INSET A**



**ACCESS ROAD**  
STA 102+45.87 TO STA 107+07.98

② ADDITIONAL SUBGRADE EXCAVATION AND SELECT GRANULAR BORROW MAY BE REQUIRED IN THE WETLAND AREAS. APPROXIMATE LOCATIONS ARE FROM STA 102+05 TO STA 104+22 AND FROM STA 106+06 TO STA 106+40. EXACT LOCATIONS AND DEPTHS SHALL BE DETERMINED IN THE FIELD BY THE ENGINEER.

Save: 9/3/2021 11:17 AM schristenson Plot: 9/3/2021 11:39 AM X:\PT\RT\DEV\161740\5-final-dsgm\51-drawings\10-Civil\cad\dwg\sheet\RT161740TY.dwg

SEH Project	161740	Rev.#	Revision Issue Description	Date	Rev.#	Revision Issue Description	Date
Drawn By		.			.		
Designed By		.			.		
Checked By		.			.		

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

**SEH**

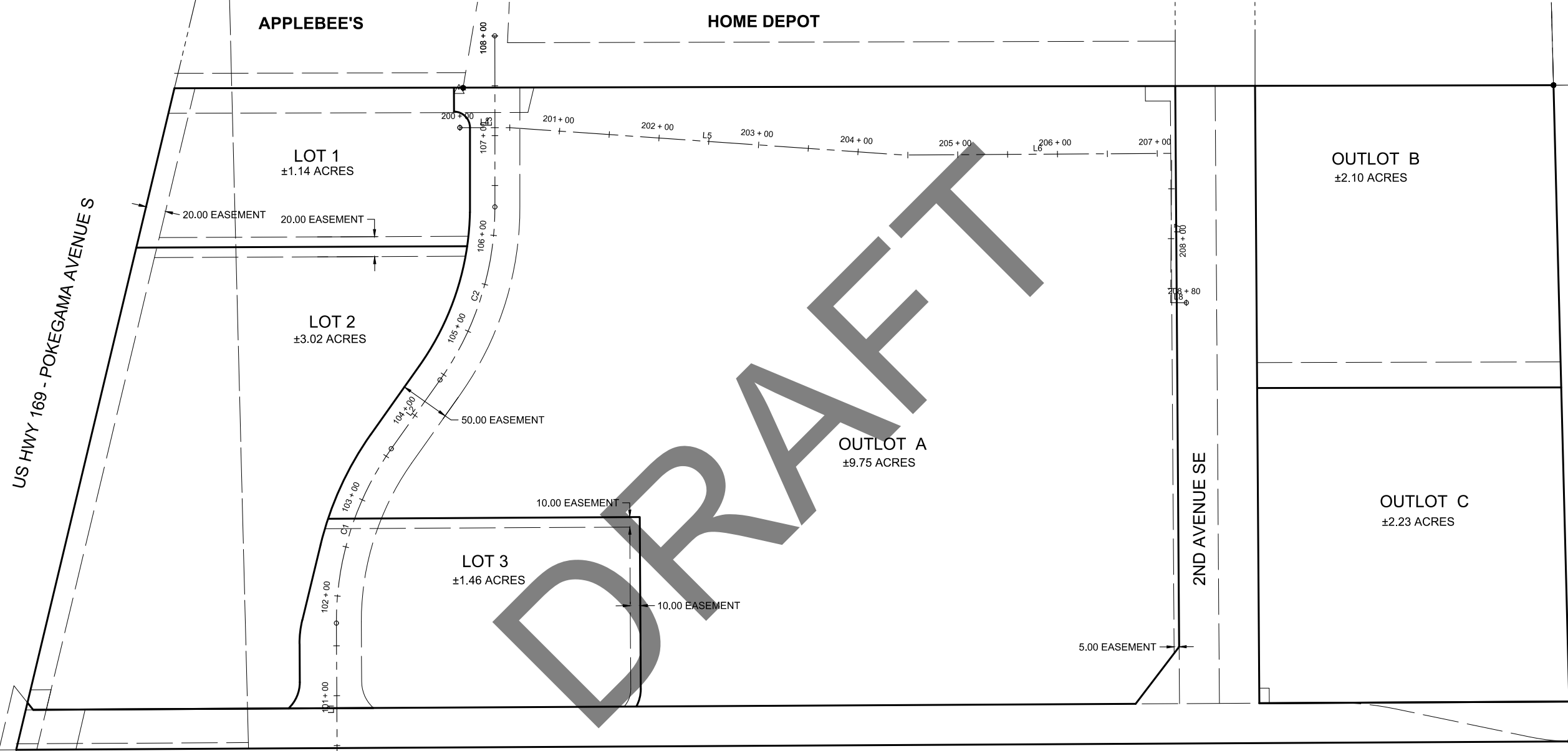
DATE \_\_\_\_\_ LICENSE NO. \_\_\_\_\_

**HAWKINSON**  
**COMMERCIAL DEVELOPMENT**  
GRAND RAPIDS, MN

**TYPICAL SECTIONS**



ALIGNMENT TABULATION - ALIGNMENT ROADWAY															
POINT ID	POINT	STATION	DELTA	RADIUS	TANGENT	LENGTH	NORTHING	EASTING	BEARING	START STATION	END STATION	START NORTHING	START EASTING	END NORTHING	END EASTING
L1		100+00.00				172.72	164440.8298	550983.9980	N 00° 15' 53" W	100+00.00	101+72.72	164440.8298	550983.9980	164613.5481	550983.1997
C1		101+72.72	035° 35' 30"	300.00	96.30	186.36	164613.5481	550983.1997		101+72.72	103+59.08	164613.5481	550983.1997	164788.4072	551038.4368
L2		103+59.08				84.53	164788.4072	551038.4368	N 35° 19' 37" E	103+59.08	104+43.61	164788.4072	551038.4368	164857.3743	551087.3170
C2		104+43.61	035° 18' 32"	300.00	95.48	184.88	164857.3743	551087.3170		104+43.61	106+28.49	164857.3743	551087.3170	165030.7528	551142.5573
L3		106+28.49				171.51	165030.7528	551142.5573	N 00° 01' 05" E	106+28.49	108+00.00	165030.7528	551142.5573	165202.2650	551142.6110



ALIGNMENT TABULATION - ALIGNMENT STORM															
POINT ID	POINT	STATION	DELTA	RADIUS	TANGENT	LENGTH	NORTHING	EASTING	BEARING	START STATION	END STATION	START NORTHING	START EASTING	END NORTHING	END EASTING
L4		200+00.00				50.13	165110.3051	551107.4565	S 89° 55' 36" E	200+00.00	200+50.13	165110.3051	551107.4565	165110.2411	551157.5822
L5		200+50.13				396.02	165110.2411	551157.5822	S 85° 58' 13" E	200+50.13	204+46.15	165110.2411	551157.5822	165082.4115	551552.6239
L6		204+46.15				268.31	165082.4115	551552.6239	N 89° 41' 17" E	204+46.15	207+14.46	165082.4115	551552.6239	165083.8729	551820.9309
L7		207+14.46				149.73	165083.8729	551820.9309	S 00° 25' 48" W	207+14.46	208+64.18	165083.8729	551820.9309	164934.1507	551819.8073
L8		208+64.18				15.81	164934.1507	551819.8073	S 89° 34' 12" E	208+64.18	208+80.00	164934.1507	551819.8073	164934.0321	551835.6206

Save: 9/3/2021 11:21 AM schristenson Plot: 9/3/2021 11:40 AM X:\PT\RT\DEV\161740\5-final-dsgn\51-drawings\10-Civil\cad\dwg\sheet\RT161740AP.dwg

SEH Project	161740	Rev.#	Revision Issue Description	Date	Rev.#	Revision Issue Description	Date
Drawn By							
Designed By							
Checked By							



I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.  
 DATE \_\_\_\_\_ LICENSE NO. \_\_\_\_\_

**HAWKINSON**  
**COMMERCIAL DEVELOPMENT**  
 GRAND RAPIDS, MN

**ALIGNMENT PLAN**



US HWY 169

DEERWOOD BANK

140 SY - REMOVE BITUMINOUS PAVEMENT (NOT SHOWN ON SHEET)

9 LF - SAWING CONCRETE PAVEMENT (FULL DEPTH)  
102 SY - REMOVE CONCRETE PAVEMENT

APPLEBEE'S

156 LF - SAWING BITUMINOUS PAVEMENT (FULL DEPTH)

152 LF - REMOVE CURB & GUTTER

3 LF - SAWING CONCRETE PAVEMENT

73 LF - SAWING BITUMINOUS PAVEMENT (FULL DEPTH)

36 SY - REMOVE BITUMINOUS PAVEMENT

9 LF - SAWING CONCRETE PAVEMENT (FULL DEPTH)

96 SY - REMOVE BITUMINOUS PAVEMENT

29TH STREET SE

DRAFT

0.05 AC - CLEARING & GRUBBING

3 LF - SAWING CONCRETE PAVEMENT

86 LF - REMOVE CURB & GUTTER

WALMART

HOME DEPOT

SIGNING REMOVAL NOTES:

- OR EXISTING SIGN
- ① DENOTES REMOVE EXISTING SIGN (ALL TYPES)
- ② DENOTES SALVAGE EXISTING SIGN (ALL TYPES)
- ③ DENOTES DO NOT DISTURB EXISTING SIGN

REMOVAL LEGEND

	SAWCUT BITUMINOUS PAVEMENT		REMOVE BITUMINOUS PAVEMENT
	SAWCUT CONCRETE PAVEMENT		REMOVE CONCRETE PAVEMENT
	REMOVE CONCRETE CURB AND GUTTER		CLEARING AND GRUBBING, BY TREE
			CLEAR AND GRUB TREE LINE

Save: 9/3/2021 11:24 AM schristenson Plot: 9/3/2021 11:40 AM X:\PTIR\RTDEV\161740\5-final-dsgm\51-drawings\10-Civil\cad\dwg\sheetRT161740RE.dwg

SEH Project	161740	Rev.#	Revision Issue Description	Date	Rev.#	Revision Issue Description	Date
Drawn By							
Designed By							
Checked By							



I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.  
DATE \_\_\_\_\_ LICENSE NO. \_\_\_\_\_

HAWKINSON  
COMMERCIAL DEVELOPMENT  
GRAND RAPIDS, MN

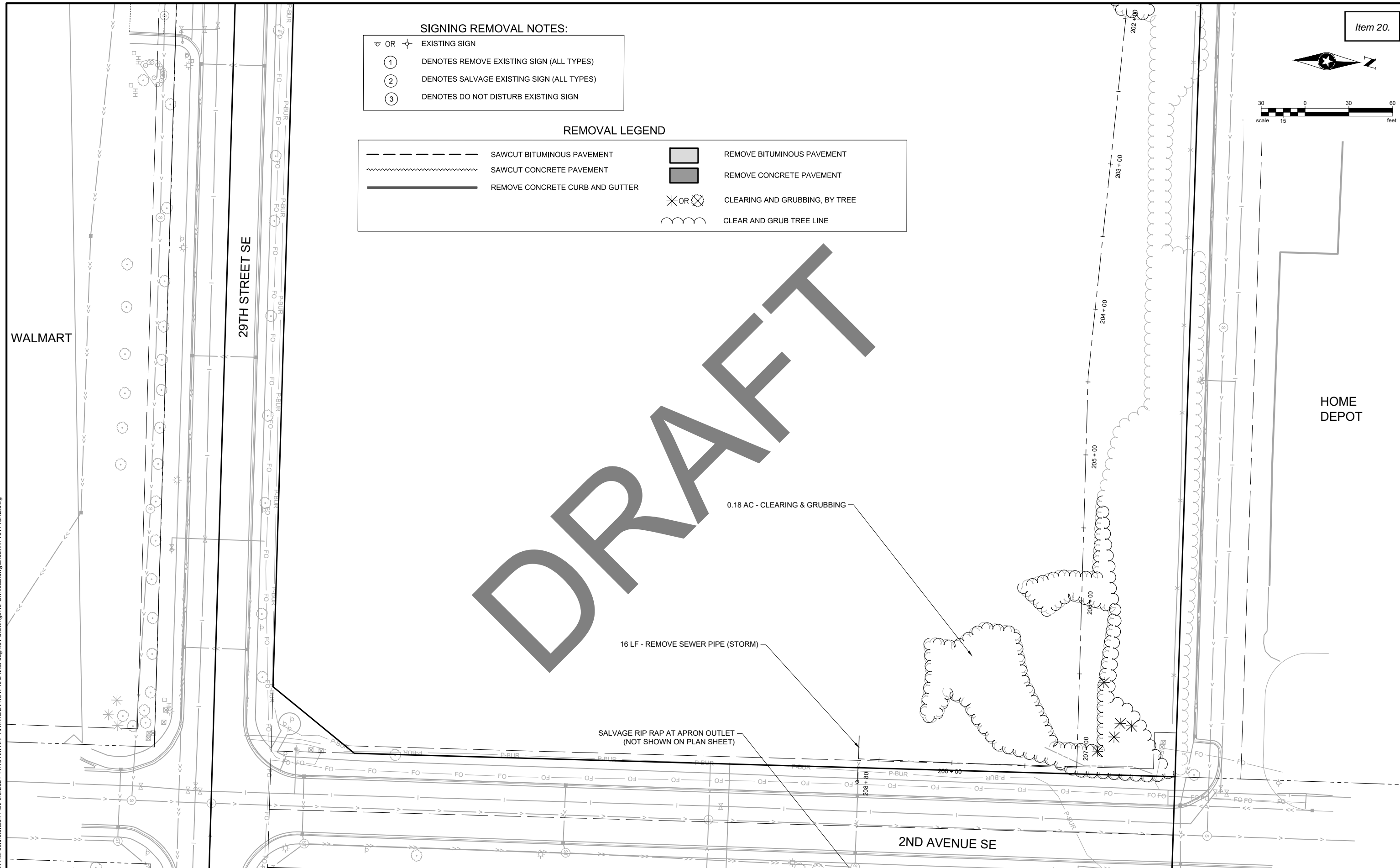
REMOVAL PLAN





- SIGNING REMOVAL NOTES:**
- ▽ OR ⊕ EXISTING SIGN
  - ① DENOTES REMOVE EXISTING SIGN (ALL TYPES)
  - ② DENOTES SALVAGE EXISTING SIGN (ALL TYPES)
  - ③ DENOTES DO NOT DISTURB EXISTING SIGN

- REMOVAL LEGEND**
- SAWCUT BITUMINOUS PAVEMENT
  - ~~~~ SAWCUT CONCRETE PAVEMENT
  - ==== REMOVE CONCRETE CURB AND GUTTER
  - ◻ REMOVE BITUMINOUS PAVEMENT
  - ◼ REMOVE CONCRETE PAVEMENT
  - \*OR⊗ CLEARING AND GRUBBING, BY TREE
  - ~~~~~ CLEAR AND GRUB TREE LINE



Save: 9/3/2021 11:24 AM schristenson Plot: 9/3/2021 11:40 AM X:\PTIR\RTDEV\161740\5-final-dsgn\51-drawings\10-Civil\cad\dwg\sheetRT161740RE.dwg

SEH Project	161740	Rev.#	Revision Issue Description	Date	Rev.#	Revision Issue Description	Date
Drawn By							
Designed By							
Checked By							

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

**SEH**

DATE \_\_\_\_\_ LICENSE NO. \_\_\_\_\_

**HAWKINSON**  
**COMMERCIAL DEVELOPMENT**  
 GRAND RAPIDS, MN



APPLEBEE'S

SEE SHEET 16 FOR INTERSECTION GRADING DETAILS

HOME DEPOT

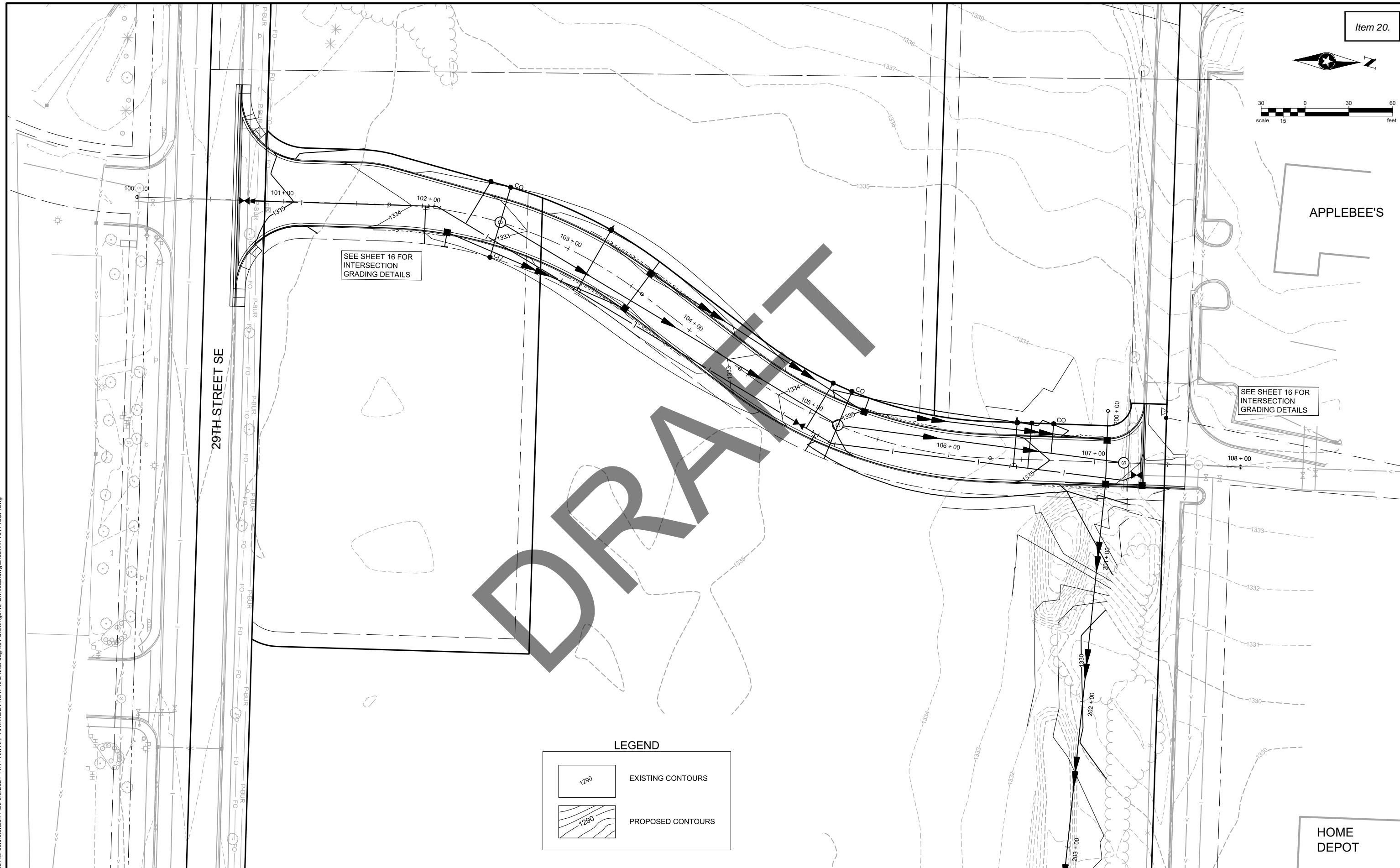
29TH STREET SE

DRAFT

SEE SHEET 16 FOR INTERSECTION GRADING DETAILS

LEGEND

	EXISTING CONTOURS
	PROPOSED CONTOURS



Save: 9/3/2021 11:26 AM schristenson Plot: 9/3/2021 11:41 AM X:\PTIR\RTDEV\161740\5-final-dsgn\51-drawings\10-Civil\cad\dwg\sheetRT161740GP.dwg

SEH Project	161740	Rev.#	Revision Issue Description	Date	Rev.#	Revision Issue Description	Date
Drawn By							
Designed By							
Checked By							



I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.  
DATE \_\_\_\_\_ LICENSE NO. \_\_\_\_\_

HAWKINSON  
COMMERCIAL DEVELOPMENT  
GRAND RAPIDS, MN

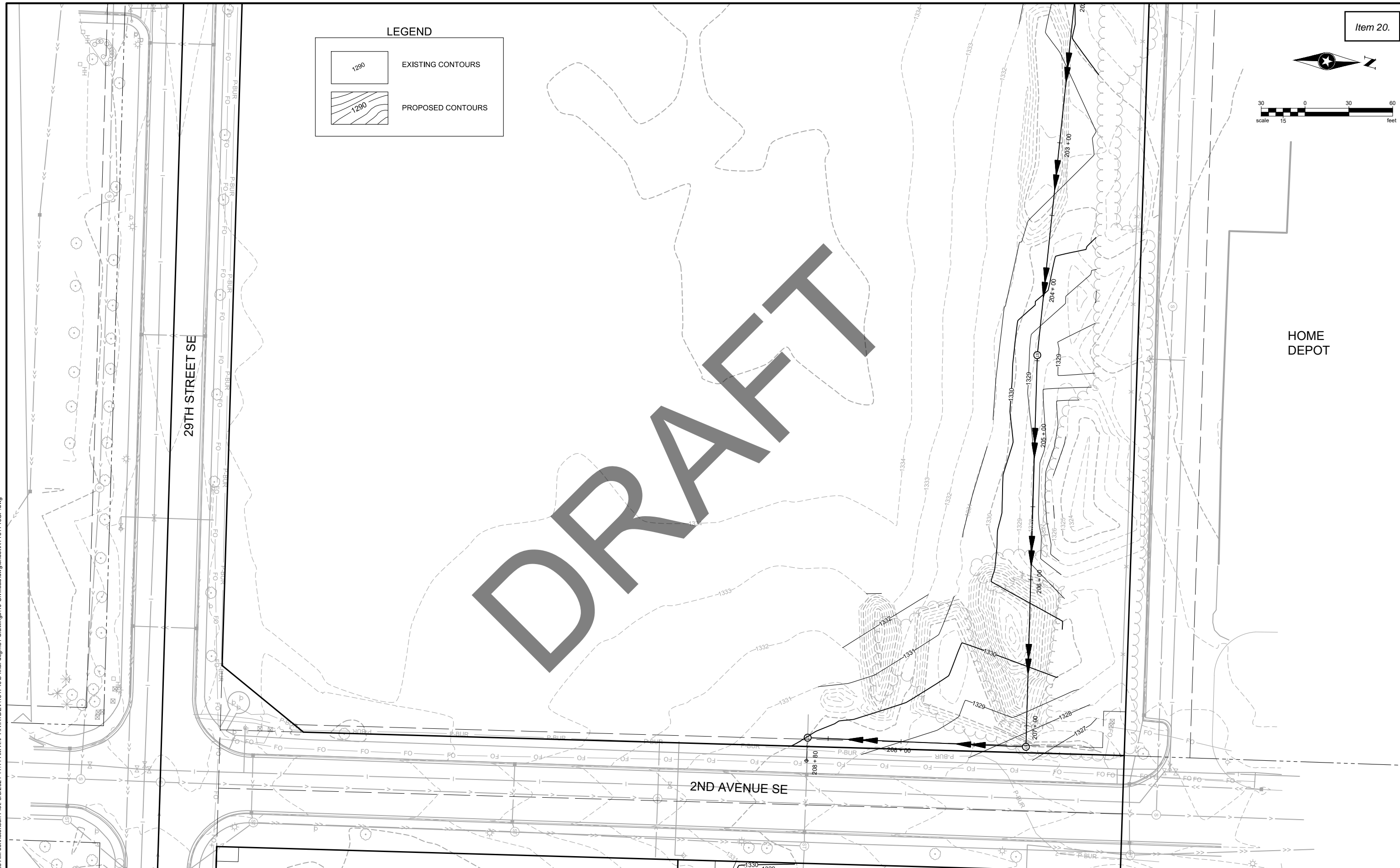
GRADING PLAN



**LEGEND**

	EXISTING CONTOURS
	PROPOSED CONTOURS

# DRAFT



Save: 9/3/2021 11:26 AM schristenson Plot: 9/3/2021 11:41 AM X:\PT\RT\DEV\161740\5-final-dsgm\51-drawings\10-Civil\cad\dwg\sheetRT161740GP.dwg

SEH Project	161740	Rev.#	Revision Issue Description	Date	Rev.#	Revision Issue Description	Date
Drawn By							
Designed By							
Checked By							

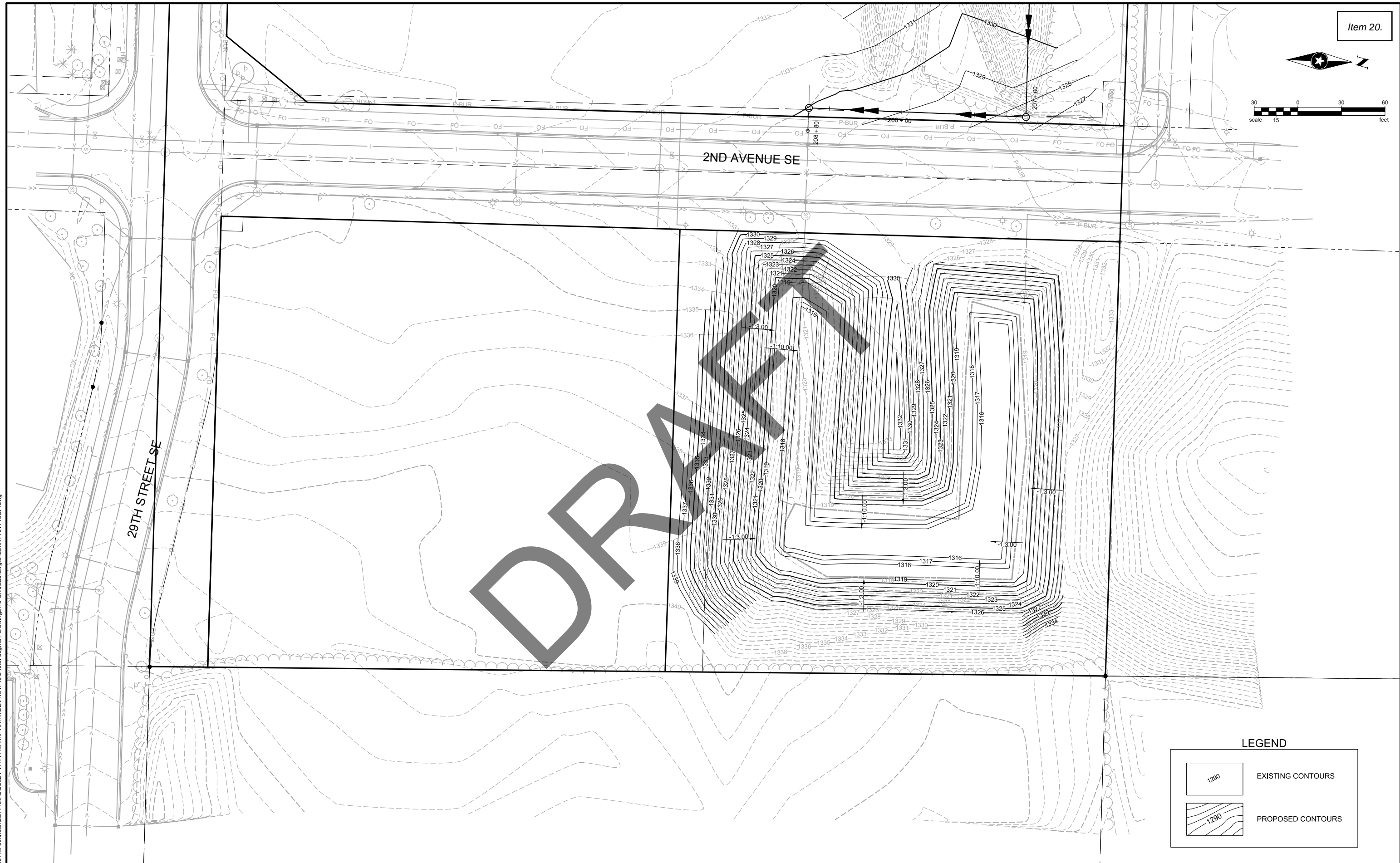


I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DATE \_\_\_\_\_ LICENSE NO. \_\_\_\_\_

**HAWKINSON**  
**COMMERCIAL DEVELOPMENT**  
 GRAND RAPIDS, MN

**GRADING PLAN**



**LEGEND**

	EXISTING CONTOURS
	PROPOSED CONTOURS

Save: 9/3/2021 11:26 AM schristenson Plot: 9/3/2021 11:41 AM X:\PTIR\RTDEV\161740\5-final-dsgn\51-drawings\10-Civil\cad\dwg\sheet\RT161740GP.dwg

SEH Project	161740	Rev.#	Revision Issue Description	Date	Rev.#	Revision Issue Description	Date
Drawn By							
Designed By							
Checked By							



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

DATE \_\_\_\_\_ LICENSE NO. \_\_\_\_\_

**HAWKINSON**  
**COMMERCIAL DEVELOPMENT**  
 GRAND RAPIDS, MN

**GRADING PLAN**

Save: 8/30/2021 3:27 PM schristenson Plot: 9/3/2021 11:41 AM X:\PT\RT\DEV\161740\5-final-dsgn\5-drawings\10-civil\cad\dwg\sheetRT161740GP2.dwg

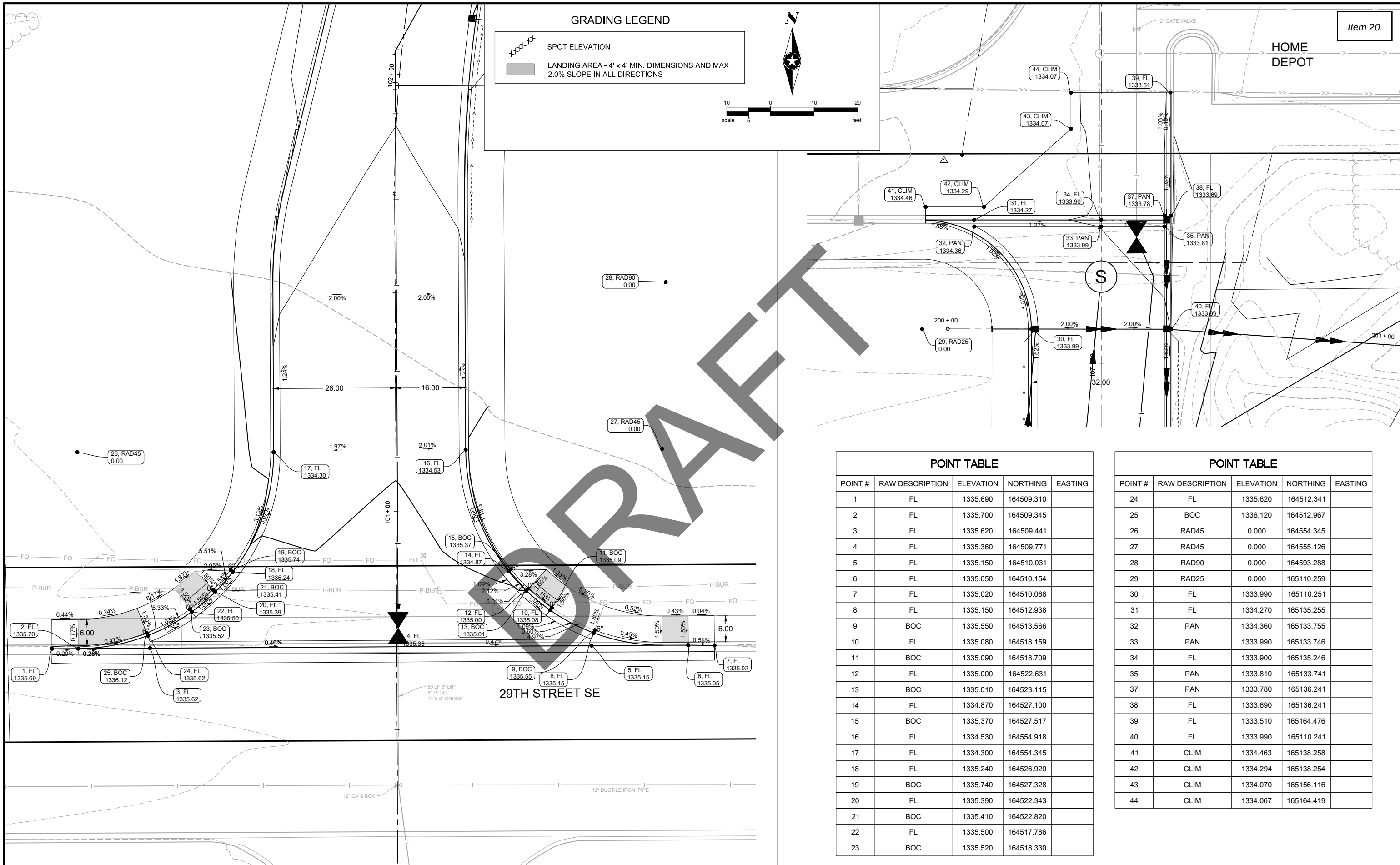
### GRADING LEGEND

- XXXX.XX SPOT ELEVATION
- LANDING AREA - 4' x 4' MIN. DIMENSIONS AND MAX 2.0% SLOPE IN ALL DIRECTIONS



Item 20.

HOME DEPOT



POINT TABLE				
POINT #	RAW DESCRIPTION	ELEVATION	NORTHING	EASTING
1	FL	1335.690	164509.310	
2	FL	1335.700	164509.345	
3	FL	1335.620	164509.441	
4	FL	1335.360	164509.771	
5	FL	1335.150	164510.031	
6	FL	1335.050	164510.154	
7	FL	1335.020	164510.068	
8	FL	1335.150	164512.938	
9	BOC	1335.550	164513.566	
10	FL	1335.080	164518.159	
11	BOC	1335.090	164518.709	
12	FL	1335.000	164522.631	
13	BOC	1335.010	164523.115	
14	FL	1334.870	164527.100	
15	BOC	1335.370	164527.517	
16	FL	1334.530	164554.918	
17	FL	1334.300	164554.345	
18	FL	1335.240	164526.920	
19	BOC	1335.740	164527.328	
20	FL	1335.390	164522.343	
21	BOC	1335.410	164522.820	
22	FL	1335.500	164517.786	
23	BOC	1335.520	164518.330	

POINT TABLE				
POINT #	RAW DESCRIPTION	ELEVATION	NORTHING	EASTING
24	FL	1335.620	164512.341	
25	BOC	1336.120	164512.967	
26	RAD45	0.000	164554.345	
27	RAD45	0.000	164555.126	
28	RAD90	0.000	164593.288	
29	RAD25	0.000	165110.259	
30	FL	1333.990	165110.251	
31	FL	1334.270	165135.255	
32	PAN	1334.360	165133.755	
33	PAN	1333.990	165133.746	
34	FL	1333.900	165135.246	
35	PAN	1333.810	165133.741	
37	PAN	1333.780	165136.241	
38	FL	1333.690	165136.241	
39	FL	1333.510	165164.476	
40	FL	1333.990	165110.241	
41	CLIM	1334.463	165138.258	
42	CLIM	1334.294	165138.254	
43	CLIM	1334.070	165156.116	
44	CLIM	1334.067	165164.419	

SEH Project	161740	Rev.#	Revision Issue Description	Date	Rev.#	Revision Issue Description	Date
Drawn By							
Designed By							
Checked By							

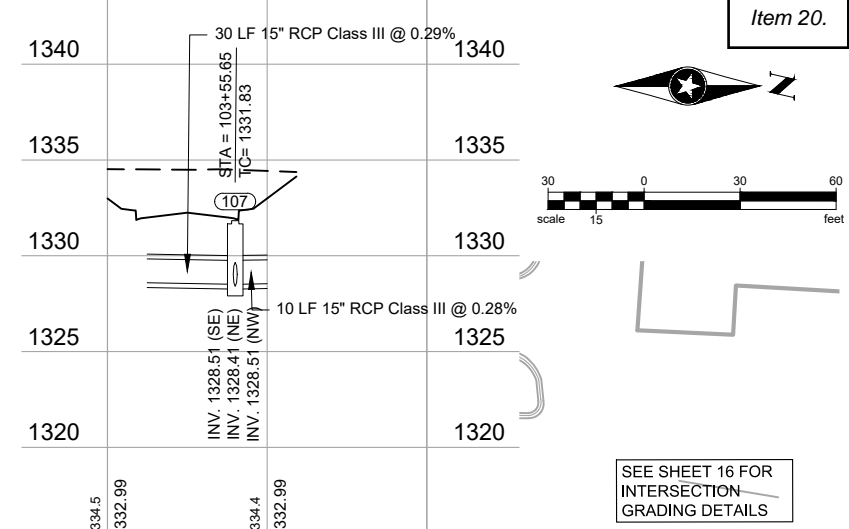
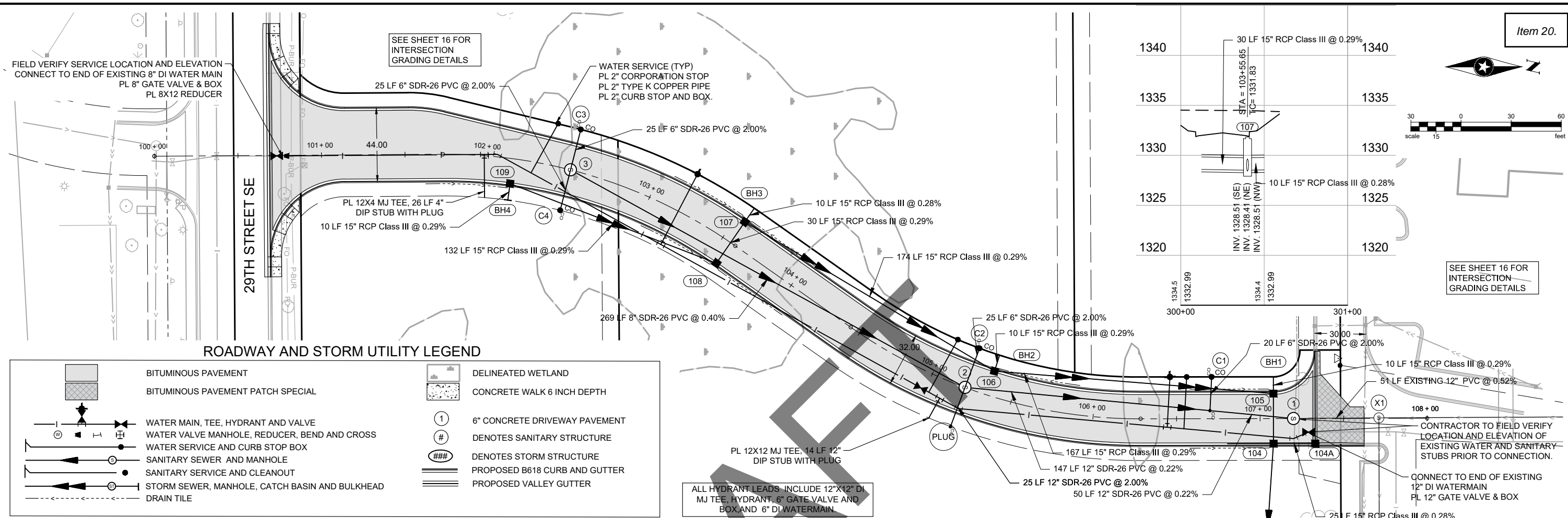


I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DATE \_\_\_\_\_ LICENSE NO. \_\_\_\_\_

**HAWKINSON**  
**COMMERCIAL DEVELOPMENT**  
 GRAND RAPIDS, MN

### GRADING DETAILS

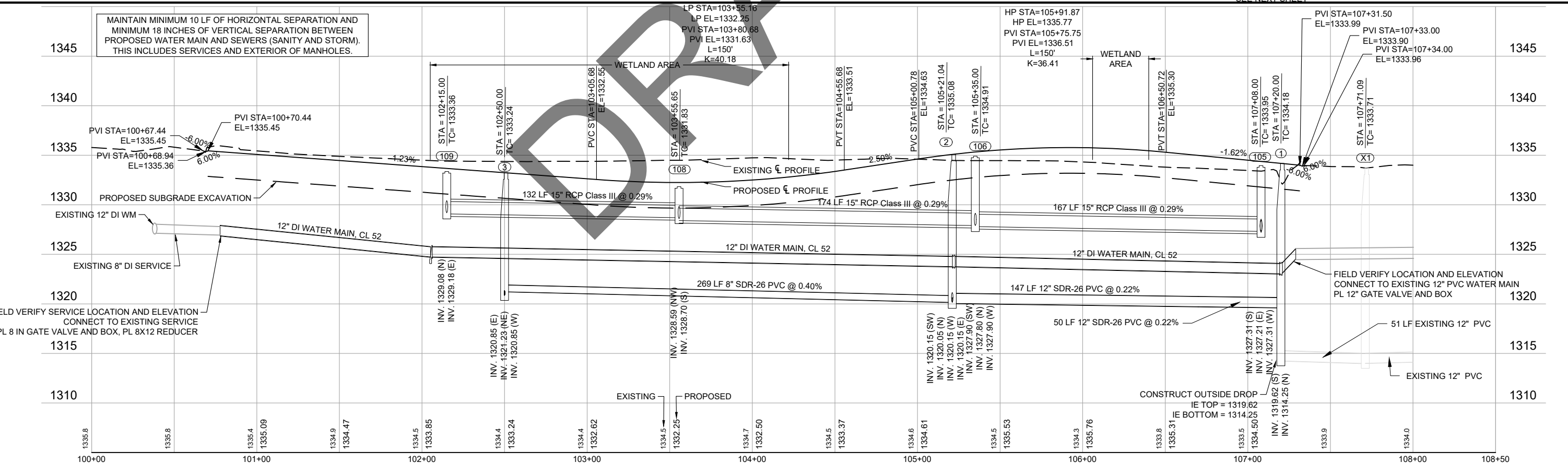


**ROADWAY AND STORM UTILITY LEGEND**

	BITUMINOUS PAVEMENT		DELINEATED WETLAND
	BITUMINOUS PAVEMENT PATCH SPECIAL		CONCRETE WALK 6 INCH DEPTH
	WATER MAIN, TEE, HYDRANT AND VALVE		6" CONCRETE DRIVEWAY PAVEMENT
	WATER VALVE MANHOLE, REDUCER, BEND AND CROSS		DENOTES SANITARY STRUCTURE
	WATER SERVICE AND CURB STOP BOX		DENOTES STORM STRUCTURE
	SANITARY SEWER AND MANHOLE		PROPOSED B618 CURB AND GUTTER
	SANITARY SERVICE AND CLEANOUT		PROPOSED VALLEY GUTTER
	STORM SEWER, MANHOLE, CATCH BASIN AND BULKHEAD		
	DRAIN TILE		

ALL HYDRANT LEADS INCLUDE 12"x12" DI MJ TEE, HYDRANT, 6" GATE VALVE AND BOX AND 6" DI WATERMAIN.

SEE NEXT SHEET



MAINTAIN MINIMUM 10 LF OF HORIZONTAL SEPARATION AND MINIMUM 18 INCHES OF VERTICAL SEPARATION BETWEEN PROPOSED WATER MAIN AND SEWERS (SANITARY AND STORM). THIS INCLUDES SERVICES AND EXTERIOR OF MANHOLES.

FIELD VERIFY LOCATION AND ELEVATION CONNECT TO EXISTING 12" PVC WATER MAIN PL 12" GATE VALVE AND BOX

Save: 9/3/2021 11:38 AM schristenson Plot: 9/3/2021 11:42 AM X:\P\TR\RTDEV\1617405-final-dsgm\5-drawings\10-Civil\dwg\sheet16174051.dwg

SEH Project	161740	Rev.#	Revision Issue Description	Date	Rev.#	Revision Issue Description	Date
Drawn By	MBH	.	.	.	.	.	.
Designed By	SLC	.	.	.	.	.	.
Checked By	RJB	.	.	.	.	.	.

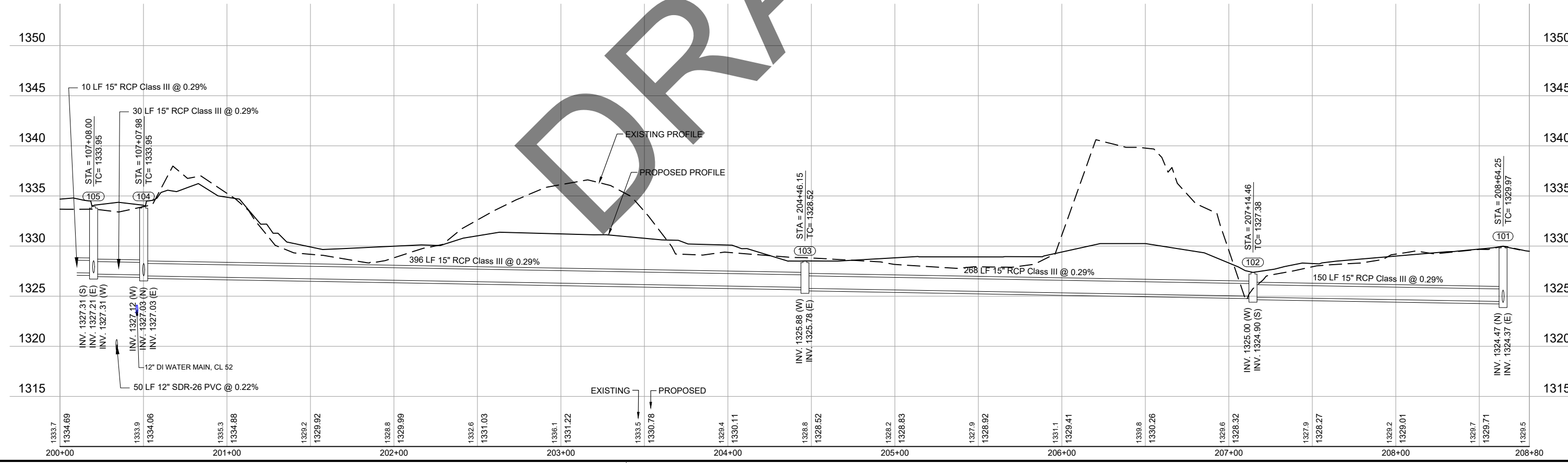
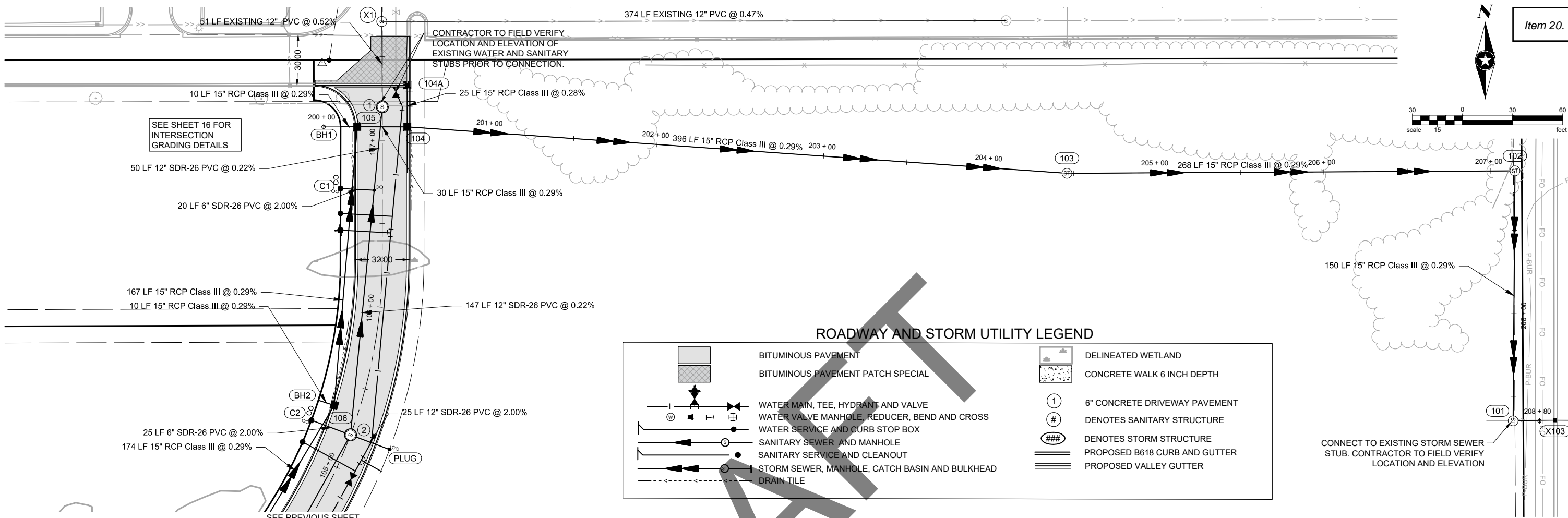
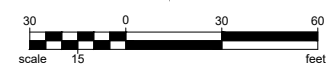
I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DATE: \_\_\_\_\_ LICENSE SIGN DATE: \_\_\_\_\_

LICENSED NAME: \_\_\_\_\_ LICENSE NO.: \_\_\_\_\_

**HAWKINSON**  
**COMMERCIAL DEVELOPMENT**  
 GRAND RAPIDS, MN

**PROPOSED IMPROVEMENTS**



Save: 9/3/2021 11:31 AM schristenson Plot: 9/3/2021 11:42 AM X:\P\TR\RTDEV\1617405-final-dsgm\5-drawings\10-Civil\cad\dwg\sheetRT16174052.dwg

SEH Project	161740	Rev.#	Revision Issue Description	Date	Rev.#	Revision Issue Description	Date
Drawn By	MBH	.	.	.	.	.	.
Designed By	SLC	.	.	.	.	.	.
Checked By	RJB	.	.	.	.	.	.



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

DATE: \_\_/\_\_/\_\_\_\_ LICENSE SIGN DATE: \_\_/\_\_/\_\_\_\_

LICENSED NAME: \_\_\_\_\_ LICENSE NO.: \_\_-\_\_\_\_-\_\_\_\_

**HAWKINSON**  
**COMMERCIAL DEVELOPMENT**  
 GRAND RAPIDS, MN



DEERWOOD BANK

LOT 2 TO HAVE TOPSOIL STRIPPED AS DIRECTED BY OWNER  
CONTRACTOR SHALL STABILIZED STOCKPILE LOCATIONS

US HWY 169

APPLEBEE'S

29TH STREET SE

WALMART

HOME DEPOT

EROSION CONTROL LEGEND

	6" TOPSOIL BORROW / SALVAGED TOPSOIL, SEED, FERTILIZER AND ROLLED EROSION PREVENTION CATEGORY 25
	SILT FENCE TYPE MS
	STORM DRAIN INLET PROTECTION
	DRAINAGE ARROWS

POTENTIAL STABILIZED CONSTRUCTION EXIT

Save: 9/3/2021 11:33 AM schristenson Plot: 9/3/2021 11:43 AM X:\PTIR\RTDEV\161740\5-final-dsgm\51-drawings\10-Civil\cad\dwg\sheetRT161740E1.dwg

SEH Project	161740	Rev.#	Revision Issue Description	Date	Rev.#	Revision Issue Description	Date
Drawn By							
Designed By							
Checked By							

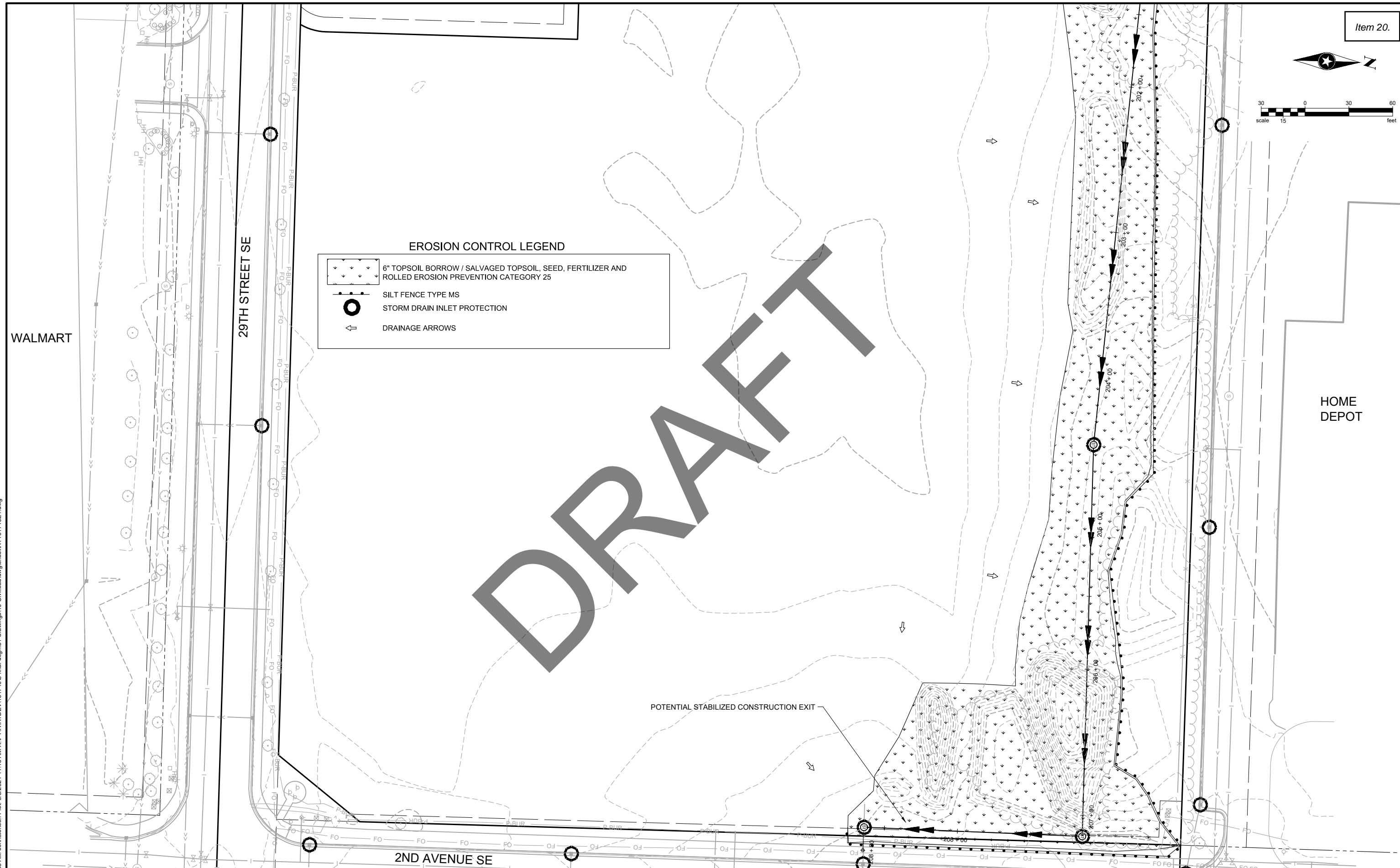


I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.  
DATE \_\_\_\_\_ LICENSE NO. \_\_\_\_\_

HAWKINSON  
COMMERCIAL DEVELOPMENT  
GRAND RAPIDS, MN

EROSION CONTROL & TURF  
ESTABLISHMENT PLAN





**EROSION CONTROL LEGEND**

- 6" TOPSOIL BORROW / SALVAGED TOPSOIL, SEED, FERTILIZER AND ROLLED EROSION PREVENTION CATEGORY 25
- SILT FENCE TYPE MS
- STORM DRAIN INLET PROTECTION
- DRAINAGE ARROWS

Save: 9/3/2021 11:33 AM schristenson Plot: 9/3/2021 11:43 AM X:\PT\RT\DEV\161740\G-final-dsgm\51-drawings\10-Civil\cad\dwg\sheetRT161740E1.dwg

SEH Project	161740	Rev.#	Revision Issue Description	Date	Rev.#	Revision Issue Description	Date
Drawn By							
Designed By							
Checked By							

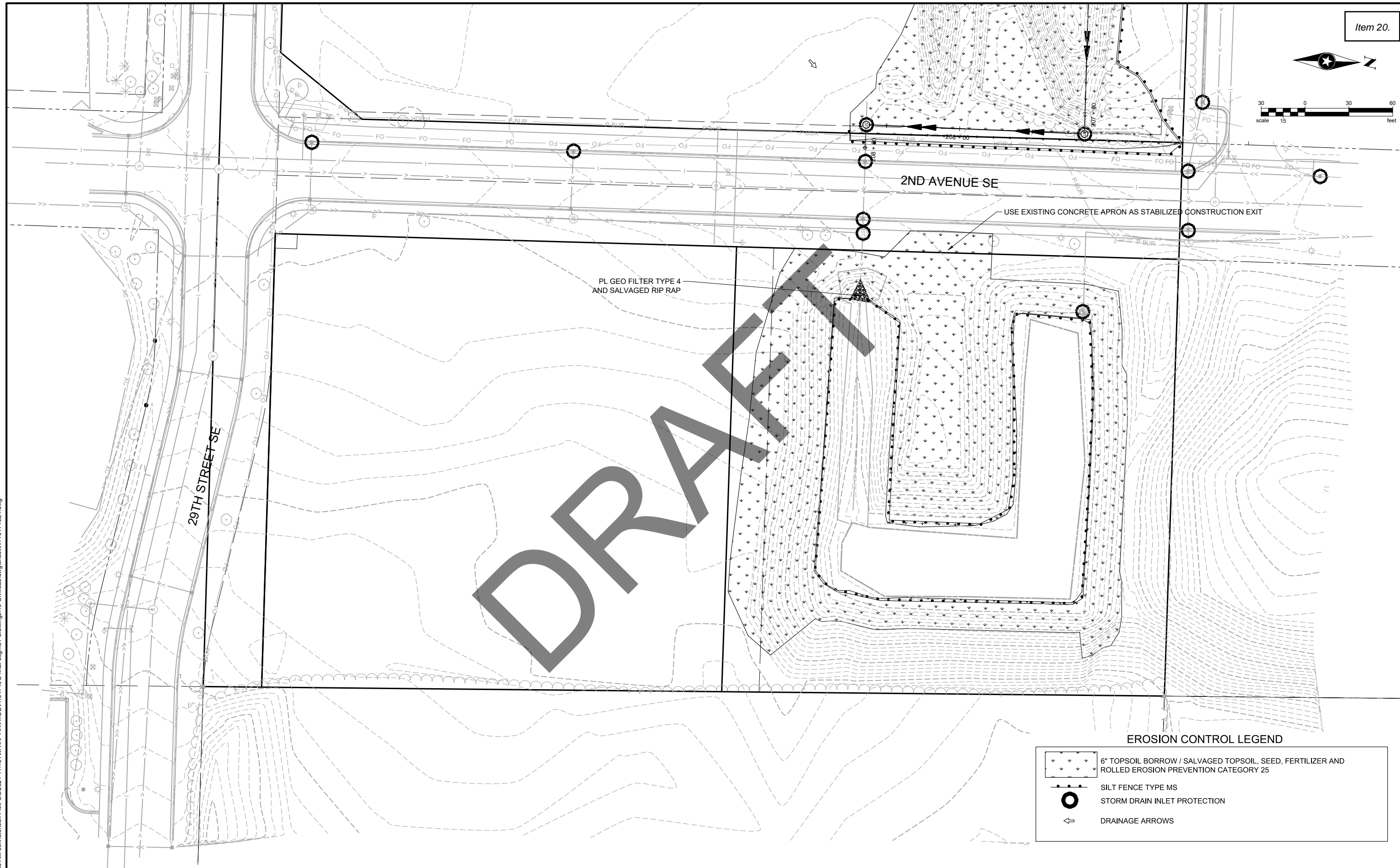


I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.





DATE \_\_\_\_\_ LICENSE NO. \_\_\_\_\_

**HAWKINSON**  
**COMMERCIAL DEVELOPMENT**  
 GRAND RAPIDS, MN

**EROSION CONTROL & TURF ESTABLISHMENT PLAN PLAN**



EROSION CONTROL LEGEND

-  6" TOPSOIL BORROW / SALVAGED TOPSOIL, SEED, FERTILIZER AND ROLLED EROSION PREVENTION CATEGORY 25
-  SILT FENCE TYPE MS
-  STORM DRAIN INLET PROTECTION
-  DRAINAGE ARROWS

Save: 9/3/2021 11:33 AM schristenson Plot: 9/3/2021 11:43 AM X:\PT\RT\DEV\161740\5-final-dsgm\5-drawings\10-Civil\cad\dwg\sheetRT161740E1.dwg

SEH Project	161740	Rev.#	Revision Issue Description	Date	Rev.#	Revision Issue Description	Date
Drawn By							
Designed By							
Checked By							

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

**SEH**

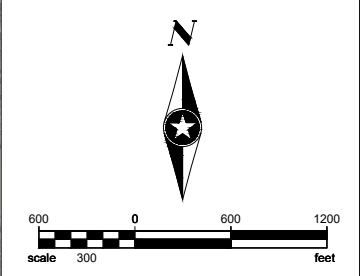
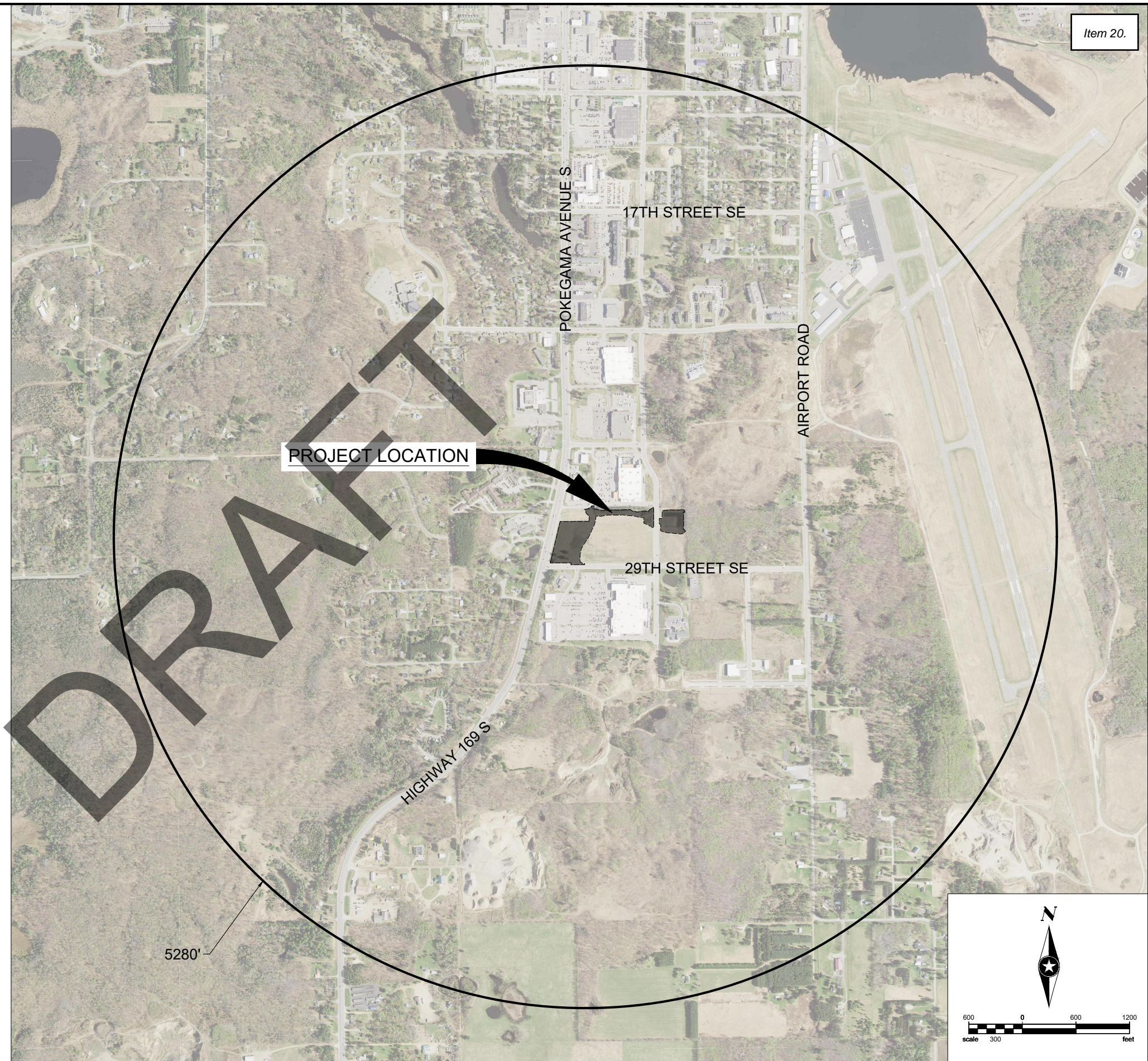
DATE \_\_\_\_\_ LICENSE NO. \_\_\_\_\_

**HAWKINSON**  
**COMMERCIAL DEVELOPMENT**  
 GRAND RAPIDS, MN

**EROSION CONTROL & TURF ESTABLISHMENT PLAN PLAN**

122

CONTAMINATION SCREENING CHECKLIST		
This checklist addresses mobilization of contaminants by stormwater infiltration. See Part III.D of the Construction Stormwater permit for additional prohibitions.		
If the site being investigated receives discharges from vehicle fueling or maintenance facilities, STOP - Infiltration is prohibited under the CSW permit		
Box	Question	Criteria or check box
1	Is the project located in a well head protection area	
2	Is the project located in a Drinking Water Supply Management Area (DWSMA)	
3	Is the project located in a Karst area	
4	If any of the above are checked, what measures will be implemented to ensure protection of drinking water supply	
<b>Assess the site and proposed location of the BMP</b>		
1	Is the site contaminated or does it have a history of soil or groundwater contamination at levels of concern? If Yes, proceed to Box 2; if No, proceed to Box 3.	
2	If the answer to Box 1 is yes, has the contaminated soil or groundwater been remediated to acceptable levels? NOTE: closure letters sent by the MPCA do not assure that a site is not contaminated. Click on the link in Cell E8 for more information. If yes, proceed to Box 3.	If no or unknown, Stop. There is sufficient information to suggest that contaminants may be mobilized by infiltration. For Construction Stormwater permittees, infiltration is prohibited when the infiltration system will be constructed in areas where high levels of contaminants in soil or groundwater will be mobilized by the infiltrating stormwater. SEE FOOTNOTE
3	For Boxes 4 through 12, check each box in which the item occurs on the site with the proposed BMP?	
4	Underground storage tank vent(s) or fill port(s)	
5	Monitoring well(s)	
6	Soil pile(s) covered with plastic sheeting or tarp(s)	
7	Staining of soil(s) and/or dead vegetation	
8	Unusual odor(s)	
9	Mismanaged drum(s) or chemical container(s)	
10	Excavation(s) that is/are not backfilled with clean material	
11	Presence of debris that may indicate presence of structure(s) or activity(ies) that could result in contamination	
12	Site is a confirmed stormwater hotspot	
13	Are there any potential sources identified (checked) in Boxes 4 through 12? If Yes, proceed to Box 14; if no proceed to Box 15.	
14	For all potential sources identified (checked) in Boxes 5 through 13, can adequate separation be achieved? If yes, proceed to Box 16.	If no, Stop. There is sufficient information to suggest that contaminants may be mobilized by infiltration. For Construction Stormwater permittees, infiltration is prohibited when the infiltration system will be constructed in areas where high levels of contaminants in soil or groundwater will be mobilized by the infiltrating stormwater. SEE FOOTNOTE
<b>Assessing adjacent properties</b>		
15	For Boxes 16 through 25, check each box in which the item occurs within the influence zone of the site property. See Influence zone worksheet (click on tab at bottom of this spreadsheet).	
16	Known groundwater or soil contamination on adjacent property	
17	Underground storage tank vents or fill ports	
18	Monitoring wells	
19	Soil piles covered with plastic sheeting or tarps	
20	Staining of soils and/or dead vegetation	
21	Unusual odors	
22	Mismanaged drums or chemical containers	
23	Excavations that are not backfilled with clean material	
24	Presence of debris that may indicate presence of structures or activities that could result in contamination	
25	Site is a confirmed stormwater hotspot	
26	Are any potential sources identified (checked) in Boxes 16 through 25? If yes, proceed to Box 27	If no, Stop - Infiltration is appropriate
27	For all potential sources identified (checked) in Boxes 16 through 25, can adequate separation be achieved? If no, proceed to Box 28.	If yes, Stop - Infiltration is appropriate
28	If Box 27 is no, Stop. There is sufficient information to suggest that contaminants may be mobilized by infiltration. For Construction Stormwater permittees, infiltration is prohibited when the infiltration system will be constructed in areas where high levels of contaminants in soil or groundwater will be mobilized by the infiltrating stormwater. SEE FOOTNOTE	
FOOTNOTE: If infiltration is pursued, additional investigation, such as a Phase 1 or Phase 2 Environmental Site Assessment, is highly recommended. For more information, see Stormwater management guidelines for sites with on-site contamination or Stormwater management guidelines for sites with off-site contamination at <a href="http://stormwater.pca.state.mn.us/index.php/Stormwater_infiltration_and_contaminated_soils_and_groundwater">http://stormwater.pca.state.mn.us/index.php/Stormwater_infiltration_and_contaminated_soils_and_groundwater</a> .		



Save: 8/31/2021 11:45 AM schristenson Plot: 9/3/2021 11:43 AM X:\PT\RR\TDEV\1617405-final-dsgn\51-drawings\10-Civil\caddwg\sheet\RT1617405.dwg

SEH Project	161740	Rev.#	Revision Issue Description	Date	Rev.#	Revision Issue Description	Date
Drawn By		.			.		
Designed By		.			.		
Checked By		.			.		

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

**HAWKINSON**  
**COMMERCIAL DEVELOPMENT**  
 GRAND RAPIDS, MN

**SWPPP SUMMARY/OVERVIEW:**

THIS STORM WATER POLLUTION PREVENTION PLAN (SWPPP) HAS BEEN DEVELOPED TO ADDRESS THE REQUIREMENTS OF NPDES PERMIT MN R100001. THIS SWPPP INCLUDES A COMBINATION OF NARRATIVE AND PLAN SHEETS THAT DESCRIBE THE TEMPORARY AND PERMANENT STORM WATER MANAGEMENT PLAN FOR THE PROJECT.

**PROJECT INFORMATION:**

LOCATION:	POKEGAMA AVE S / 29TH STREET SE
LATITUDE/LONGITUDE:	47.204015, -93.528530
PROJECT DESCRIPTION:	ACCESS ROAD AND UTILITIES
SOIL DISTURBING ACTIVITIES:	UTILITY INSTALLATION AND ROAD BUILDING

**CONTACTS:**

OWNER:	ROUND 2 DEVELOPMENT
CONTACT:	MARK HAWKINSON
ADDRESS:	P.O. BOX 246   GRAND RAPIDS, MINNESOTA 55744
PHONE:	218.244.2409
EMAIL:	MARK@HAWKINSONCONSTRUCTION.COM

ENGINEER:	SHORT ELLIOTT HENDRICKSON, INC. (SEH)
CONTACT:	SARA CHRISTENSON, PE
PHONE:	218.322.4513
EMAIL:	SCHRISTENSON@SEHINC.COM
PROJECT NO.:	RTDEV 161740

**KNOWLEDGEABLE PERSON/CHAIN OF RESPONSIBILITY**

THE CONTRACTOR SHALL IDENTIFY A PERSON KNOWLEDGEABLE AND EXPERIENCED IN THE APPLICATION OF EROSION PREVENTION AND SEDIMENT CONTROL BMPs WHO WILL COORDINATE WITH ALL CONTRACTORS, SUBCONTRACTORS, AND OPERATORS ON-SITE TO OVERSEE THE IMPLEMENTATION OF THE SWPPP.

CONTRACTOR	TO BE DETERMINED
CONTACT	TO BE DETERMINED
PHONE	TO BE DETERMINED
EMAIL	TO BE DETERMINED

THE CONTRACTOR SHALL ESTABLISH A CHAIN OF RESPONSIBILITY FOR ALL CONTRACTORS AND SUB-CONTRACTORS ON SITE TO ENSURE THE SWPPP IS BEING PROPERLY IMPLEMENTED AND MAINTAINED. THE CONTRACTOR SHALL PROVIDE THE CHAIN OF RESPONSIBILITY TO THE OWNER AND ATTACH TO THE SWPPP PRIOR TO ANY CONSTRUCTION ACTIVITY.

**GENERAL SWPPP RESPONSIBILITIES:**

THE CONTRACTOR SHALL KEEP THE SWPPP, INCLUDING ALL AMENDMENTS AND INSPECTION AND MAINTENANCE RECORDS ON SITE DURING CONSTRUCTION.

THE SWPPP WILL BE AMENDED AS NEEDED AND/OR AS REQUIRED BY PROVISIONS OF THE PERMIT. PERMITTEES MUST AMEND THE SWPPP TO INCLUDE ADDITIONAL OR MODIFIED BMPs AS NECESSARY TO CORRECT PROBLEMS IDENTIFIED OR ADDRESS SITUATIONS WHENEVER THERE IS A CHANGE IN DESIGN, CONSTRUCTION, OPERATION, MAINTENANCE, WEATHER OR SEASONAL CONDITIONS HAVING A SIGNIFICANT EFFECT ON THE DISCHARGE OF POLLUTANTS TO SURFACE WATERS OR GROUNDWATER. AMENDMENTS WILL BE APPROVED BY BOTH THE OWNER AND CONTRACTOR AND WILL BE ATTACHED OR OTHERWISE INCLUDED WITH THE SWPPP DOCUMENTS. THE SWPPP AMENDMENTS SHALL BE INITIATED, FACILITATED, AND PROCESSED BY THE CONTRACTOR.

ALL SWPPP CHANGES MUST BE DONE BY AN INDIVIDUAL TRAINED IN ACCORDANCE WITH SECTION 21.4 OR 21.5. CHANGES INVOLVING THE USE OF A LESS STRINGENT BMP MUST INCLUDE A JUSTIFICATION DESCRIBING HOW THE REPLACEMENT BMP IS EFFECTIVE FOR THE SITE CHARACTERISTICS.

BOTH THE OWNER AND CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROPER TERMINATION AND/OR TRANSFER OF THE PERMIT.

**LONG TERM OPERATION AND MAINTENANCE**

THE OWNER WILL BE RESPONSIBLE OR WILL OTHERWISE IDENTIFY WHO WILL BE RESPONSIBLE FOR THE LONG TERM OPERATION AND MAINTENANCE OF THE PERMANENT STORMWATER MANAGEMENT SYSTEM(S).

THE OWNER WILL PREPARE AND IMPLEMENT A PERMANENT STORMWATER TREATMENT SYSTEM(S) MAINTENANCE PLAN.

**IMPLEMENTATION SEQUENCE:**

THE CONTRACTOR SHALL COMPLY WITH THE FOLLOWING SEQUENCE. THE ENGINEER MAY APPROVE ADJUSTMENTS TO THE SEQUENCE AS NEEDED.

1.	INSTALL ROCK CONSTRUCTION ENTRANCE(S)
2.	INSTALL PERIMETER CONTROL AND STABILIZE DOWN GRADIENT BOUNDARIES
3.	INSTALL INLET PROTECTION ON EXISTING CATCH BASINS
4.	COMPLETE SITE GRADING
5.	INSTALL UTILITIES, STORM SEWER, INLET PROTECTION, CURB & GUTTER, PAVING
6.	COMPLETE FINAL GRADING AND STABILIZE DISTURBED AREAS
7.	AFTER CONSTRUCTION IS COMPLETE AND THE SITE IS STABILIZED, REMOVE ACCUMULATED SEDIMENT, REMOVE BMPs, AND RE-STABILIZE ANY AREAS DISTURBED BY THEIR REMOVAL.

**TRAINING DOCUMENTATION:**

PREPARER/DESIGNER OF SWPPP:	MICHAEL HUDEC, CIVIL TECHNICIAN
EMPLOYER:	SHORT ELLIOTT HENDRICKSON, INC. (SEH)
DATE OBTAINED / REFRESHED	09/10/2019
INSTRUCTOR(S)/ENTITY PROVIDING TRAINING:	JOHN CHAPMAN, REBECCA FORMAN - U OF M

CONTENT OF TRAINING AVAILABLE UPON REQUEST.

THE CONTRACTOR (OPERATOR) SHALL ADD TO THE SWPPP TRAINING RECORDS FOR THE FOLLOWING PERSONNEL:

- INDIVIDUALS OVERSEEING THE IMPLEMENTATION OF, REVISING, AND AMENDING THE SWPPP
- INDIVIDUALS PERFORMING INSPECTIONS
- INDIVIDUALS PERFORMING OR SUPERVISING THE INSTALLATION, MAINTENANCE AND REPAIR OF BMPs

TRAINING MUST RELATE TO THE INDIVIDUAL'S JOB DUTIES AND RESPONSIBILITIES AND SHALL INCLUDE:

- 1) DATES OF TRAINING
- 2) NAME OF INSTRUCTORS
- 3) CONTENT AND ENTITY PROVIDING TRAINING

THE CONTRACTOR SHALL ENSURE THAT THE INDIVIDUALS ARE TRAINED BY LOCAL, STATE, FEDERAL AGENCIES, PROFESSIONAL ORGANIZATIONS, OR OTHER ENTITIES WITH EXPERTISE IN EROSION PREVENTION, SEDIMENT CONTROL, PERMANENT STORMWATER MANAGEMENT AND THE MINNESOTA NPDES/SDS CONSTRUCTION STORMWATER PERMIT.

**PROJECT SUMMARY:**

TOTAL DISTURBED AREA:	6.76 AC
PRE-CONSTRUCTION IMPERVIOUS AREA:	0.06 AC
POST-CONSTRUCTION IMPERVIOUS AREA:	0.61 AC
IMPERVIOUS AREA ADDED:	0.55 AC

**RECEIVING WATER(S) WITHIN ONE MILE FROM PROJECT BOUNDARIES:**  
(<http://pca-gis02.pca.state.mn.us/CSW/index.html>)

ID	NAME	TYPE	SPECIAL WATER?	IMPAIRED WATER?	CONSTRUCTION RELATED IMPAIRMENT OR SPECIAL WATER CLASSIFICATION	TMDL
N/A	N/A	N/A	N/A	N/A	N/A	N/A
ADDITIONAL BMPs AND/OR ACTIONS REQUIRED: SEE SECTION 23 OF THE PERMIT AND APPLICABLE TMDL WLA'S						

WATERBODY	NO WORK DURING
LAKES	APRIL 1 - JUNE 30
NON-TROUT STREAMS	MARCH 15 - JUNE 15
TROUT STREAMS	SEPTEMBER 1 - APRIL 1

SEE DNR PERMIT FOR MORE INFORMATION

SITE SOIL INFORMATION: (<http://websoilsurvey.nrcs.usda.gov/app/WebSoilSurvey.aspx>)  
(SOIL INFORMATION PROVIDED IS FOR NPDES PERMIT INFORMATION ONLY. SOIL INFORMATION WAS OBTAINED FROM THE USGS WEBSITE. THE CONTRACTOR SHALL NOT RELY ON THIS SOIL INFORMATION FOR CONSTRUCTION PURPOSES.)

SOIL NAME:	HYDROLOGIC CLASSIFICATION:
MENAHGA-ITASCA COMPLEX, 1-10%	A
MENAHGA-ITASCA COMPLEX, 10-25%	A
ANTICIPATED RANGE OF PARTICLE SIZES	COARSE

**RELATED REVIEWS & PERMITS:**

ENVIRONMENTAL WETLAND, ENDANGERED OR THREATENED SPECIES, ARCHEOLOGICAL, LOCAL, STATE, AND/OR FEDERAL REVIEWS/PERMITS:

AGENCY:	TYPE OF PERMIT:
U.S. ARMY CORPS OF ENGINEERS	404 WETLAND PERMIT
USACE, MN BOARD OF WATER AND SOIL RESOURCES	WETLAND CONSERVATION ACT PERMIT

**PROJECT SPECIFIC NOTES:**

CITY OF GRAND RAPIDS CITY STORM WATER PERMIT AND ZONING PERMIT TO BE FILED BY THE CONTRACTOR. SEE CITY STORM WATER MEMO FOR PRE AND POST DRAINAGE AREAS.

**THE FOLLOWING DOCUMENTS ARE CONSIDERED PART OF THE SWPPP:**

- PLAN AND PROFILE PLAN SHEETS:
- EROSION AND SEDIMENT CONTROL PLAN SHEETS:
- TURF ESTABLISHMENT PLAN SHEETS:
- STORM SEWER PLAN & PROFILE PLAN SHEETS:
- GRADING PLAN SHEETS:
- DETAIL PLAN SHEETS:
- SWPPP NOTE AND DETAIL SHEETS:
- PROJECT SPECIFICATIONS:
- PROJECT BID FORM:

**TEMPORARY BMP DESIGN FACTORS:**

EROSION PREVENTION AND SEDIMENT CONTROL BMP'S MUST BE DESIGNED TO ACCOUNT FOR:

THE EXPECTED AMOUNT, FREQUENCY, INTENSITY, AND DURATION OF PRECIPITATION

THE NATURE OF STORMWATER RUNOFF AND RON-ON AT THE SITE, INCLUDING FACTORS SUCH AS EXPECTED FLOW FROM IMPERVIOUS SURFACES, SLOPES, AND SITE DRAINAGE FEATURES

THE STORMWATER VOLUME, VELOCITY, AND PEAK FLOW RATES TO MINIMIZE DISCHARGE OF POLLUTANTS IN STORMWATER AND TO MINIMIZE CHANNEL AND STREAMBANK EROSION AND SCOUR IN THE IMMEDIATE VICINITY OF DISCHARGE POINTS

THE RANGE OF SOIL PARTICLE SIZES EXPECTED TO BE PRESENT.

**TEMPORARY SEDIMENT BASINS:**

THE CONTRACTOR SHALL INSTALL TEMPORARY SEDIMENT BASIN(S) INDICATED ON PLANS AND REQUIRED BY THE NPDES CONSTRUCTION PERMIT.

THE TEMPORARY BASIN MUST PROVIDE LIVE STORAGE FOR A CALCULATED VOLUME OF RUNOFF FROM A TWO (2)-YEAR, 24-HOUR STORM FROM EACH ACRE DRAINED TO THE BASIN OR 1,800 CUBIC FEET OF LIVE STORAGE PER ACRE DRAINED, WHICHEVER IS GREATER.

TEMPORARY SEDIMENT BASIN OUTLETS SHALL BE CONSTRUCTED TO PREVENT SHORT-CIRCUITING AND PREVENT THE DISCHARGE OF FLOATING DEBRIS.

OUTLET STRUCTURES MUST BE DESIGNED TO WITHDRAW WATER FROM THE SURFACE TO MINIMIZE THE DISCHARGE OF POLLUTANTS.

BASINS MUST INCLUDE A STABILIZED EMERGENCY OVERFLOW, WITHDRAW WATER FROM THE SURFACE, AND PROVIDE ENERGY DISSIPATION AT THE OUTLET.

TEMPORARY SEDIMENT BASINS SHALL BE PROVIDED WITH ENERGY DISSIPATION AT ANY BASIN OUTLET TO PREVENT SOIL EROSION.

SEDIMENT BASINS MUST BE SITUATED OUTSIDE OF SURFACE WATERS AND ANY BUFFER ZONES, AND MUST BE DESIGNED TO AVOID THE DRAINING WATER FROM WETLANDS.

**PERMANENT STORMWATER MANAGEMENT SYSTEM**

PERMANENT STORMWATER MANAGEMENT SYSTEM IS DESIGNED TO MEET THE REQUIREMENTS OF NPDES GENERAL STORMWATER PERMIT FOR CONSTRUCTION ACTIVITY.

REQUIRED WATER QUALITY VOLUME (WQV):	0.06 AF	
PERMANENT MANAGEMENT SYSTEM:	WQV INFILTRATED	WQV TREATED (NOT INFILTRATED)
REGIONAL WET POND	0 AF	0.80 AF
TOTAL WQV INFILTRATED/TREATED	0.80 AF	
REVIEW AND COMPLETE CONTAMINATION SCREENING CHECKLIST TO DETERMINE FEASIBILITY OF INFILTRATION.		

SEH Project	161740	Rev.#	Revision Issue Description	Date	Rev.#	Revision Issue Description	Date
Drawn By		.			.		
Designed By		.			.		
Checked By		.			.		



I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.  
DATE \_\_\_\_\_ LICENSE NO. \_\_\_\_\_

**HAWKINSON**  
**COMMERCIAL DEVELOPMENT**  
GRAND RAPIDS, MN

**CONSTRUCTION DETAILS**

**SEDIMENT CONTROL MEASURES AND TIMING:**  
THE CONTRACTOR IS RESPONSIBLE FOR ALL SEDIMENT CONTROL MEASURES FOR THE PROJECT.

SEDIMENT CONTROL MEASURES SHOWN ON PLANS ARE THE ABSOLUTE MINIMUM REQUIREMENTS. THE CONTRACTOR SHALL IMPLEMENT ADDITIONAL SEDIMENT CONTROL MEASURES AS NECESSARY TO PROPERLY MANAGE THE PROJECT AREA.

THE CONTRACTOR SHALL ENSURE SEDIMENT CONTROL MEASURES ARE ESTABLISHED ON ALL DOWN GRADIENT PERIMETERS BEFORE ANY UPGRADIENT LAND DISTURBING ACTIVITIES BEGIN. THESE MEASURES SHALL REMAIN IN PLACE UNTIL FINAL STABILIZATION HAS BEEN ESTABLISHED.

A FLOATING SILT CURTAIN PLACED IN THE WATER IS NOT A SEDIMENT CONTROL BMP EXCEPT WHEN WORKING ON A SHORELINE OR BELOW THE WATERLINE. IMMEDIATELY AFTER THE SHORT TERM CONSTRUCTION ACTIVITY IS COMPLETE, PERMITTEE(S) MUST INSTALL AN UPLAND PERIMETER CONTROL PRACTICE IF EXPOSED SOILS STILL DRAIN TO A SURFACE WATER.

THE CONTRACTOR SHALL ENSURE SEDIMENT CONTROL PRACTICES REMOVED OR ADJUSTED FOR SHORT-TERM ACTIVITIES BE RE-INSTALLED IMMEDIATELY AFTER THE SHORT-TERM ACTIVITY HAS BEEN COMPLETED. SEDIMENT CONTROL PRACTICES MUST BE REINSTALLED BEFORE THE NEXT PRECIPITATION EVENT EVEN IF THE SHORT-TERM ACTIVITY IS NOT COMPLETE.

THE CONTRACTOR SHALL ENSURE STORM DRAIN INLETS ARE PROTECTED BY APPROPRIATE BMPS DURING CONSTRUCTION UNTIL ALL SOURCES WITH POTENTIAL FOR DISCHARGING TO THE INLET HAVE BEEN STABILIZED.

THE CONTRACTOR SHALL PROVIDE SILT FENCE OR OTHER EFFECTIVE SEDIMENT CONTROL AT THE BASE OF THE STOCKPILES.

THE CONTRACTOR SHALL INSTALL PERIMETER CONTROL AROUND ALL STAGING AREAS, BORROW PITS, AND AREAS CONSIDERED ENVIRONMENTALLY SENSITIVE.

THE CONTRACTOR SHALL ENSURE VEHICLE TRACKING BE MINIMIZED WITH EFFECTIVE BMPS. WHERE THE BMPS FAIL TO PREVENT SEDIMENT FROM TRACKING ONTO STREETS THE CONTRACTOR SHALL CONDUCT STREET SWEEPING TO REMOVE ALL TRACKED SEDIMENT.

THE CONTRACTOR SHALL IMPLEMENT CONSTRUCTION PRACTICES TO MINIMIZE SOIL COMPACTION.

THE CONTRACTOR SHALL ENSURE ALL CONSTRUCTION ACTIVITY REMAIN WITHIN PROJECT LIMITS AND THAT ALL IDENTIFIED RECEIVING WATER BUFFERS ARE MAINTAINED.

PERIMETER CONTROL DEVICES, INCLUDING SILT FENCE SHALL BE REPAIRED, OR REPLACED, WHEN THEY BECOME NONFUNCTIONAL OR THE SEDIMENT REACHES 1/2 OF THE DEVICE HEIGHT. THESE REPAIRS SHALL BE MADE WITHIN 24 HOURS OF DISCOVERY.

TEMPORARY AND PERMANENT SEDIMENT BASINS SHALL BE DRAINED AND THE SEDIMENT REMOVED WHEN THE DEPTH OF SEDIMENT COLLECTED IN THE BASIN REACHES 1/2 THE STORAGE VOLUME. DRAINAGE AND REMOVAL MUST BE COMPLETED WITHIN 72 HOURS OF DISCOVERY.

SURFACE WATERS, INCLUDING DRAINAGE DITCHES AND CONVEYANCE SYSTEMS, MUST BE INSPECTED FOR EVIDENCE OF EROSION AND SEDIMENT DEPOSITION. THE CONTRACTOR SHALL REMOVE ALL DELTAS AND SEDIMENT DEPOSITED IN SURFACE WATERS, INCLUDING DRAINAGE WAYS, CATCH BASINS, AND OTHER DRAINAGE SYSTEMS. THE CONTRACTOR SHALL RE-STABILIZE THE AREAS WHERE SEDIMENT REMOVAL RESULTS IN EXPOSED SOIL. REMOVAL AND STABILIZATION MUST TAKE PLACE WITHIN 7 DAYS OF DISCOVERY, UNLESS PRECLUDED BY LEGAL, REGULATORY, OR PHYSICAL CONSTRAINTS. THE CONTRACTOR IS RESPONSIBLE FOR CONTACTING ALL LOCAL, REGIONAL, STATE AND FEDERAL AUTHORITIES AND OBTAIN ANY APPLICABLE PERMITS, PRIOR TO CONDUCTING ANY WORK IN SURFACE WATERS.

CONSTRUCTION SITE VEHICLE EXIT LOCATIONS SHALL BE INSPECTED DAILY FOR EVIDENCE OF SEDIMENT TRACKING ONTO PAVED SURFACES. TRACKED SEDIMENT MUST BE REMOVED FROM ALL PAVED SURFACES WITHIN 24 HOURS OF DISCOVERY.

IF SEDIMENT ESCAPES THE CONSTRUCTION SITE, OFF-SITE ACCUMULATIONS OF SEDIMENT MUST BE REMOVED IN A MANOR AND AT A FREQUENCY SUFFICIENT TO MINIMIZE OFF-SITE IMPACTS.

**EROSION PREVENTION BMP SUMMARY:**  
SEE EROSION AND SEDIMENT CONTROL PLAN SHEET AND BID FORM FOR TYPE, LOCATION, AND QUANTITY OF EROSION PREVENTION BMPS.

**SEDIMENT CONTROL BMP SUMMARY:**  
SEE EROSION AND SEDIMENT CONTROL PLAN SHEETS AND BID FORM FOR TYPE, LOCATION, AND QUANTITY OF SEDIMENT CONTROL BMPS.

**DEWATERING AND BASIN DRAINING ACTIVITIES:**  
THE CONTRACTOR IS RESPONSIBLE FOR ADHERING TO ALL DEWATERING AND SURFACE DRAINAGE REGULATIONS.

WATER FROM DEWATERING ACTIVITIES SHALL DISCHARGE TO A TEMPORARY AND/OR PERMANENT SEDIMENT BASIN.

IF WATER CANNOT BE DISCHARGED TO A SEDIMENTATION BASIN, IT SHALL BE TREATED WITH OTHER APPROPRIATE BMPS, TO EFFECTIVELY REMOVE SEDIMENT.

DISCHARGE THAT CONTAINS OIL OR GREASE MUST BE TREATED WITH AN OIL-WATER SEPARATOR OR SUITABLE FILTRATION DEVICE PRIOR TO DISCHARGE.

WATER FROM DEWATERING SHALL BE DISCHARGED IN A MANNER THAN DOES NOT CAUSE NUISANCE CONDITIONS, EROSION, OR INUNDATION OF WETLANDS.

BACKWASH WATER USED FOR FILTERING SHALL BE HAULED AWAY FOR DISPOSAL, RETURNED TO THE BEGINNING OF TREATMENT PROCESS, OR INCORPORATED INTO THE SITE IN A MANNER THAT DOES NOT CAUSE EROSION. THE CONTRACTOR SHALL REPLACE AND CLEAN FILTER MEDIAS USED IN DEWATERING DEVICES WHEN REQUIRED TO MAINTAIN ADEQUATE FUNCTION.

**POLLUTION PREVENTION MANAGEMENT MEASURES:**  
THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL POLLUTION PREVENTION MANAGEMENT MEASURES.

ALL POLLUTION PREVENTION MEASURES ARE CONSIDERED INCIDENTAL TO THE MOBILIZATION BID ITEM, UNLESS OTHERWISE NOTED.

THE CONTRACTOR IS RESPONSIBLE FOR THE PROPER DISPOSAL, IN COMPLIANCE WITH MPCA DISPOSAL REQUIREMENTS, OF ALL HAZARDOUS MATERIALS, SOLID WASTE, AND PRODUCTS ON-SITE.

THE CONTRACTOR SHALL ENSURE BUILDING PRODUCTS THAT HAVE THE POTENTIAL TO LEAK POLLUTANTS ARE KEPT UNDER COVER TO PREVENT THE DISCHARGE OF POLLUTANTS.

THE CONTRACTOR SHALL ENSURE PESTICIDES, HERBICIDES, INSECTICIDES, FERTILIZERS, TREATMENT CHEMICALS, AND LANDSCAPE MATERIALS ARE COVERED TO PREVENT THE DISCHARGE OF POLLUTANTS.

THE CONTRACTOR SHALL ENSURE HAZARDOUS MATERIALS AND TOXIC WASTE IS PROPERLY STORED IN SEALED CONTAINERS TO PREVENT SPILLS, LEAKS, OR OTHER DISCHARGE. STORAGE AND DISPOSAL OF HAZARDOUS WASTE OR HAZARDOUS MATERIALS MUST BE IN COMPLIANCE WITH MINN. R. CH. 7045 INCLUDING SECONDARY CONTAINMENT AS APPLICABLE.

THE CONTRACTOR SHALL ENSURE ASPHALT SUBSTANCES USED ON-SITE SHALL BE APPLIED IN ACCORDANCE WITH MANUFACTURERS RECOMMENDATIONS.

THE CONTRACTOR SHALL ENSURE PAINT CONTAINERS AND CURING COMPOUNDS SHALL BE TIGHTLY SEALED AND STORED WHEN NOT REQUIRED FOR USE. EXCESS PAINT AND/OR CURING COMPOUNDS SHALL NOT BE DISCHARGED INTO THE STORM SEWER SYSTEM AND SHALL BE PROPERLY DISPOSED OF ACCORDING TO MANUFACTURE'S INSTRUCTION.

THE CONTRACTOR SHALL ENSURE SOLID WASTE BE STORED, COLLECTED AND DISPOSED OF PROPERLY IN COMPLIANCE WITH MINN. R. CH. 7035.

THE CONTRACTOR SHALL ENSURE POTABLE TOILETS ARE POSITIONED SO THAT THEY ARE SECURE AND WILL NOT BE TIPPED OR KNOCKED OVER. SANITARY WASTE MUST BE DISPOSED OF PROPERLY IN ACCORDANCE WITH MINN. R. CH. 7041.

THE CONTRACTOR SHALL MONITOR ALL VEHICLES ON-SITE FOR LEAKS AND RECEIVE REGULAR PREVENTION MAINTENANCE TO REDUCE THE CHANCE OF LEAKAGE.

THE CONTRACTOR SHALL ENSURE WASHOUT WASTE MUST CONTACT THE GROUND AND BE PROPERLY DISPOSED OF IN COMPLIANCE WITH MPCA RULES.

THE CONTRACTOR SHALL INCLUDE SPILL KITS WITH ALL FUELING SOURCES AND MAINTENANCE ACTIVITIES. SECONDARY CONTAINMENT MEASURES SHALL BE INSTALLED AND MAINTAINED BY THE CONTRACTOR.

THE CONTRACTOR SHALL ENSURE SPILLS ARE CONTAINED AND CLEANED UP IMMEDIATELY UPON DISCOVERY. SPILLS LARGE ENOUGH TO REACH THE STORM WATER CONVEYANCE SYSTEM SHALL BE REPORTED TO THE MINNESOTA DUTY OFFICER AT 1.800.422.0798.

**WET SEDIMENT BASIN DESIGN PARAMETERS:**

AREA DRAINING TO BASIN:	21.99 AC
REQUIRED DEAD STORAGE:	39415 CF
PROVIDED DEAD STORAGE:	41190 CF
WQV DISCHARGE:	5.65 CFS/AC

WHERE FULL VOLUME REDUCTION REQUIREMENTS CANNOT BE MET ON-SITE, DOCUMENT REASON(S) FOR INFEASIBILITY: AN EXISTING REGIONAL WET BASIN WAS CONSTRUCTED IN 2005 WITH THE INTENT TO EXPAND THE BASIN IN THE FUTURE. MORE INFORMATION MAY BE FOUND IN THE STORMWATER MEMO.

THE WET SEDIMENTATION BASIN MUST PROVIDE LIVE STORAGE FOR A CALCULATED VOLUME OF RUNOFF FROM 1 INCH OF WATER OVER THE DRAINAGE AREA.

WET SEDIMENTATION BASIN OUTLETS SHALL BE CONSTRUCTED TO PREVENT SHORT-CIRCUITING AND PREVENT THE DISCHARGE OF FLOATING DEBRIS.

OUTLET STRUCTURES MUST BE DESIGNED TO WITHDRAW WATER FROM THE SURFACE TO MINIMIZE THE DISCHARGE OF POLLUTANTS.

BASINS MUST INCLUDE A STABILIZED EMERGENCY OVERFLOW AND PROVIDE ENERGY DISSIPATION AT THE OUTLET.

TEMPORARY WET SEDIMENTATION BASINS SHALL BE PROVIDED WITH ENERGY DISSIPATION AT ANY BASIN OUTLET TO PREVENT SOIL EROSION.

WET SEDIMENTATION BASINS MUST BE SITUATED OUTSIDE OF SURFACE WATERS AND ANY BUFFER ZONES, AND MUST BE DESIGNED TO AVOID THE DRAINING WATER FROM WETLANDS.

**EROSION PREVENTION MEASURES AND TIMING:**  
THE CONTRACTOR IS RESPONSIBLE FOR ALL EROSION PREVENTION MEASURES FOR THE PROJECT.

EROSION PREVENTION MEASURES SHOWN ON PLANS ARE THE ABSOLUTE MINIMUM REQUIREMENTS. THE CONTRACTOR SHALL IMPLEMENT ADDITIONAL EROSION PREVENTION MEASURES AS NECESSARY TO PROPERLY MANAGE THE PROJECT AREA.

THE CONTRACTOR SHALL PLAN AND IMPLEMENT APPROPRIATE CONSTRUCTION PRACTICES AND CONSTRUCTION PHASING TO MINIMIZE EROSION AND RETAIN VEGETATION WHENEVER POSSIBLE.

THE PERMITTEE SHALL DELINEATE AREAS NOT TO BE DISTURBED. PERMITTEE(S) MUST MINIMIZE THE NEED FOR DISTURBANCE OF PORTIONS OF THE PROJECT WITH STEEP SLOPES. WHEN STEEP SLOPES MUST BE DISTURBED, PERMITTEES MUST USE TECHNIQUES SUCH AS PHASING AND STABILIZATION PRACTICES DESIGNED FOR STEEP SLOPES.

THE CONTRACTOR SHALL STABILIZE OF ALL EXPOSED SOILS IMMEDIATELY TO LIMIT SOIL EROSION. IN NO CASE SHALL ANY EXPOSED AREAS, INCLUDING STOCK PILES, HAVE EXPOSED SOILS FOR MORE THAN 14 DAYS WITHOUT PROVIDING TEMPORARY OR PERMANENT STABILIZATION. STABILIZATION MUST BE COMPLETED WITHIN 14 DAYS AFTER CONSTRUCTION ACTIVITY HAS CEASED. TEMPORARY STOCKPILES WITHOUT SIGNIFICANT CLAY, SILT, OR ORGANIC COMPONENTS DO NOT REQUIRE STABILIZATION.

DRAINAGE PATHS, DITCHES, AND/OR SWALES SHALL HAVE TEMPORARY OR PERMANENT STABILIZATION WITHIN 24 HOURS OF CONNECTING TO A SURFACE WATER OR 24 HOURS AFTER CONSTRUCTION ACTIVITY IN THE DITCH/SWALE HAS TEMPORARILY OR PERMANENTLY CEASED.

THE CONTRACTOR SHALL COMPLETE THE STABILIZATION OF ALL EXPOSED SOILS WITHIN 24 HOURS THAT LIE WITHIN 200 FEET OF PUBLIC WATERS PROMULGATED "WORK IN WATER RESTRICTIONS" BY THE MN DNR DURING SPECIFIED FISH SPAWNING TIMES.

THE CONTRACTOR SHALL IMPLEMENT EROSION CONTROL BMPS AND VELOCITY DISSIPATION DEVICES ALONG CONSTRUCTED STORMWATER CONVEYANCE CHANNELS AND OUTLETS.

THE CONTRACTOR SHALL STABILIZE TEMPORARY AND/OR PERMANENT DRAINAGE DITCHES OR SWALES WITHIN 200 LINEAL FEET FROM PROPERTY EDGE, OR DISCHARGE POINT(S) WITHIN 24 HOURS AFTER CONNECTING TO A SURFACE WATER OR PROPERTY EDGE.

TEMPORARY OR PERMANENT DITCHES OR SWALES USED AS A SEDIMENT CONTAINMENT SYSTEM DURING CONSTRUCTION MUST BE STABILIZED WITHIN 24 HOURS AFTER NO LONGER BEING USED AS A SEDIMENT CONTAINMENT SYSTEM.

THE CONTRACTOR SHALL NOT UTILIZE HYDROMULCH, TACKIFIER, POLYACRYLAMIDE OR SIMILAR EROSION PREVENTION PRACTICES AS A FORM OF STABILIZATION FOR TEMPORARY OR PERMANENT DRAINAGE DITCHES OR SWALE SECTION WITH A CONTINUOUS SLOPE OF GREATER THAN 2 PERCENT.

THE CONTRACTOR SHALL ENSURE PIPE OUTLETS HAVE TEMPORARY OR PERMANENT ENERGY DISSIPATION WITH IN 24 HOURS OF CONNECTION TO A SURFACE WATER.

THE CONTRACTOR SHALL DIRECT DISCHARGES FROM BMPS TO VEGETATED AREAS TO INCREASE SEDIMENT REMOVAL AND MAXIMIZE STORMWATER INFILTRATION. VELOCITY DISSIPATION DEVICES MUST BE USED TO PREVENT EROSION WHEN DIRECTING STORMWATER TO VEGETATED AREAS.

RECEIVING WATER	NATURAL BUFFER	IS THE BUFFER BEING ENCRACHED ON?	REASON FOR BUFFER ENCRACHMENT
N/A	N/A	N/A	N/A

A 50 FOOT NATURAL BUFFER MUST BE PRESERVED OR PROVIDE REDUNDANT (DOUBLE) PERIMETER SEDIMENT CONTROLS IF NATURAL BUFFER IS INFEASIBLE.

THE CONTRACTOR SHALL NOT UTILIZE SEDIMENT CONTROL CHEMICALS ON SITE.

**INSPECTION AND MAINTENANCE:**  
ALL INSPECTIONS, MAINTENANCE, REPAIRS, REPLACEMENTS, AND REMOVAL OF BMPS IS TO BE CONSIDERED INCIDENTAL TO THE BMP BID ITEMS.

THE PERMITTEE(S) IS RESPONSIBLE FOR COMPLETING SITE INSPECTIONS, AND BMP MAINTENANCE TO ENSURE COMPLIANCE WITH THE PERMIT REQUIREMENTS.

THE PERMITTEE(S) SHALL INSPECT THE CONSTRUCTION SITE ONCE EVERY 7 DAYS DURING ACTIVE CONSTRUCTION AND WITHIN 24 HOURS AFTER A RAINFALL EVENT GREATER THAN 0.5 INCHES IN 24 HOURS.

THE PERMITTEE(S) SHALL DOCUMENT A WRITTEN SUMMARY OF ALL INSPECTIONS AND MAINTENANCE ACTIVITIES CONDUCTED WITHIN 24 HOURS OF OCCURRENCE. RECORDS OF EACH ACTIVITY SHALL INCLUDE THE FOLLOWING:

- DATE AND TIME OF INSPECTIONS;
- NAME OF PERSON(S) CONDUCTING INSPECTION;
- FINDINGS AND RECOMMENDATIONS FOR CORRECTIVE ACTIONS IF NECESSARY;
- CORRECTIVE ACTIONS TAKEN;
- DATE AND AMOUNT OF RAINFALL EVENTS;
- POINTS OF DISCHARGE OBSERVED DURING INSPECTION AND DESCRIPTION OF THE DISCHARGE
- AMENDMENTS MADE TO THE SWPPP.

THE PERMITTEE(S) SHALL SUBMIT A COPY OF THE WRITTEN INSPECTIONS TO THE ENGINEER AND OWNER ON A MONTHLY BASIS. IF MONTHLY INSPECTION REPORTS ARE NOT SUBMITTED, MONTHLY PAYMENTS MAY BE HELD.

THE CONTRACTOR SHALL DOCUMENT AMENDMENTS TO THE SWPPP AS A RESULT OF INSPECTION(S) WITHIN 7 DAYS.

THE CONTRACTOR SHALL KEEP THE SWPPP, ALL INSPECTION REPORTS, AND AMENDMENTS ONSITE. THE CONTRACTOR SHALL DESIGNATE A SPECIFIC ONSITE LOCATION TO KEEP THE RECORDS

THE CONTRACTOR IS RESPONSIBLE FOR THE OPERATION AND MAINTENANCE OF TEMPORARY AND PERMANENT WATER QUALITY BMP'S, AS WELL AS EROSION AND SEDIMENT CONTROL BMP'S.

THE CONTRACTOR SHALL INSPECT EROSION PREVENTION AND SEDIMENTATION CONTROL BMPS TO ENSURE INTEGRITY AND EFFECTIVENESS. ALL NONFUNCTIONAL BMPS SHALL BE REPAIRED, REPLACED, OR SUPPLEMENTED WITH FUNCTIONAL BMPS WITHIN 24 HOURS OF FINDING. THE CONTRACTOR SHALL INVESTIGATE AND COMPLY WITH THE FOLLOWING INSPECTION AND MAINTENANCE REQUIREMENTS:

Save: 8/31/2021 11:45 AM schristenson Plot: 9/3/2021 11:43 AM X:\PI\RR\TDEV\161740\5-final-dsgn\51-drawings\10-Civil\caddwg\sheet\RT161740SW.dwg

SEH Project	161740	Rev.#	Revision Issue Description	Date	Rev.#	Revision Issue Description	Date
Drawn By	.	.	.	.	.	.	.
Designed By	.	.	.	.	.	.	.
Checked By	.	.	.	.	.	.	.

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

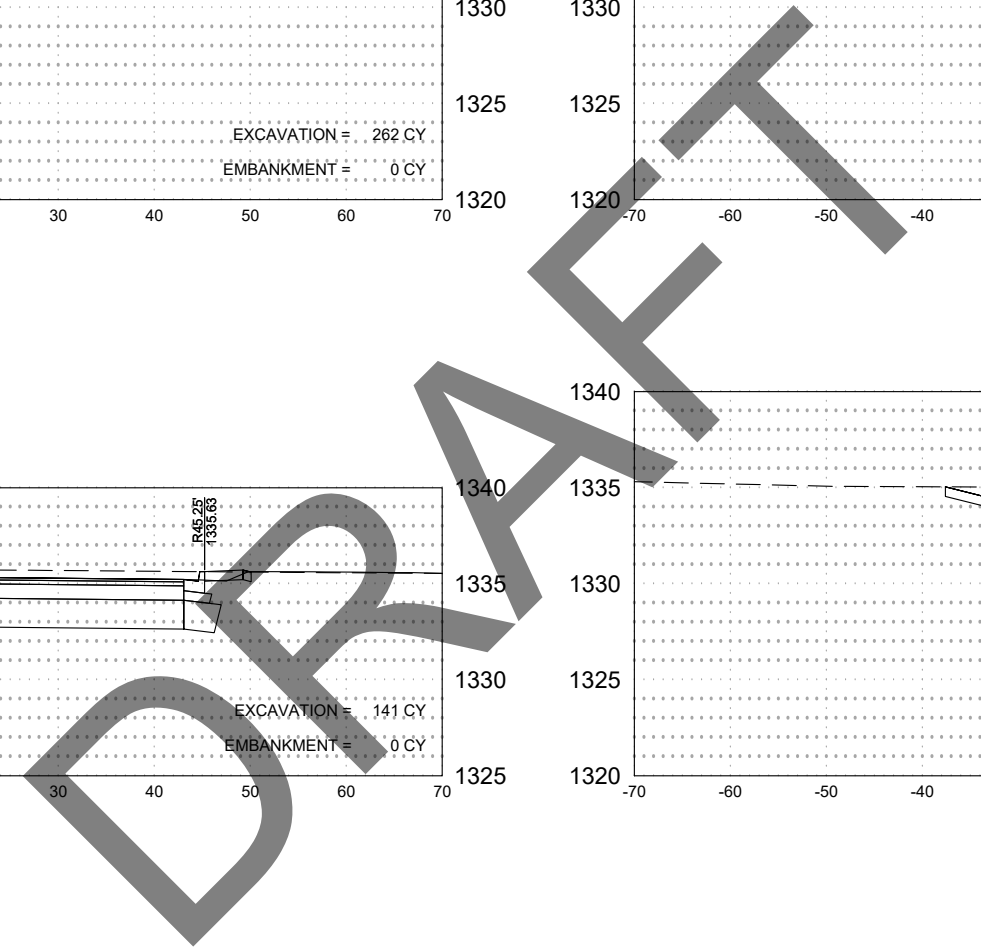
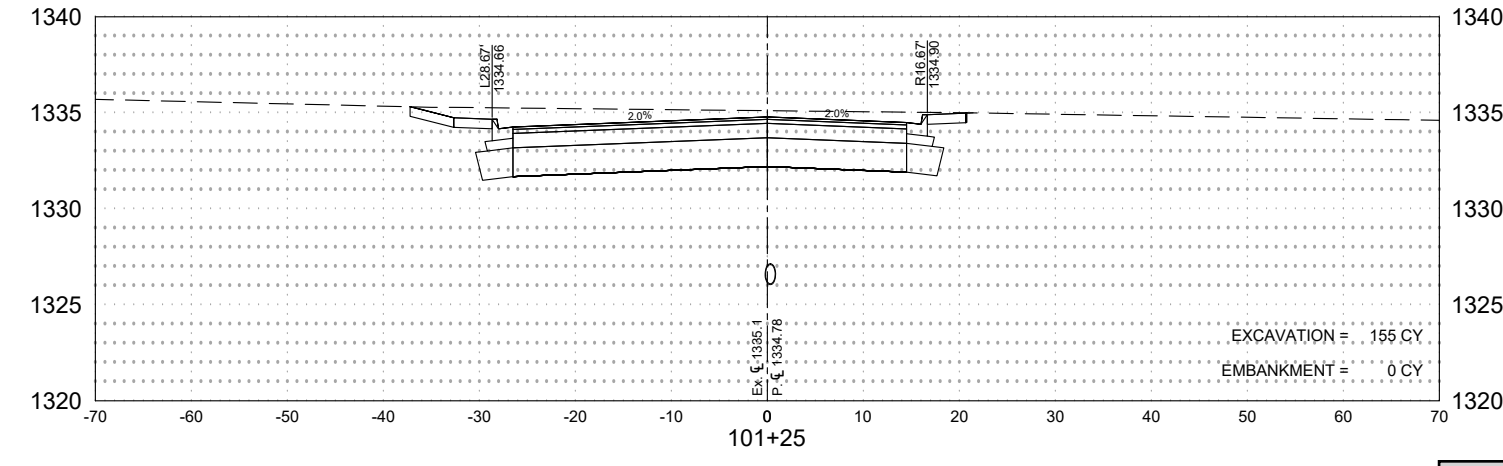
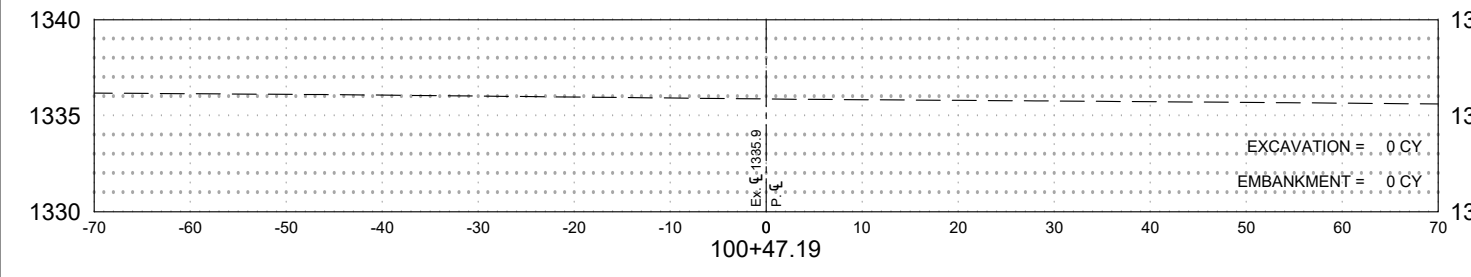
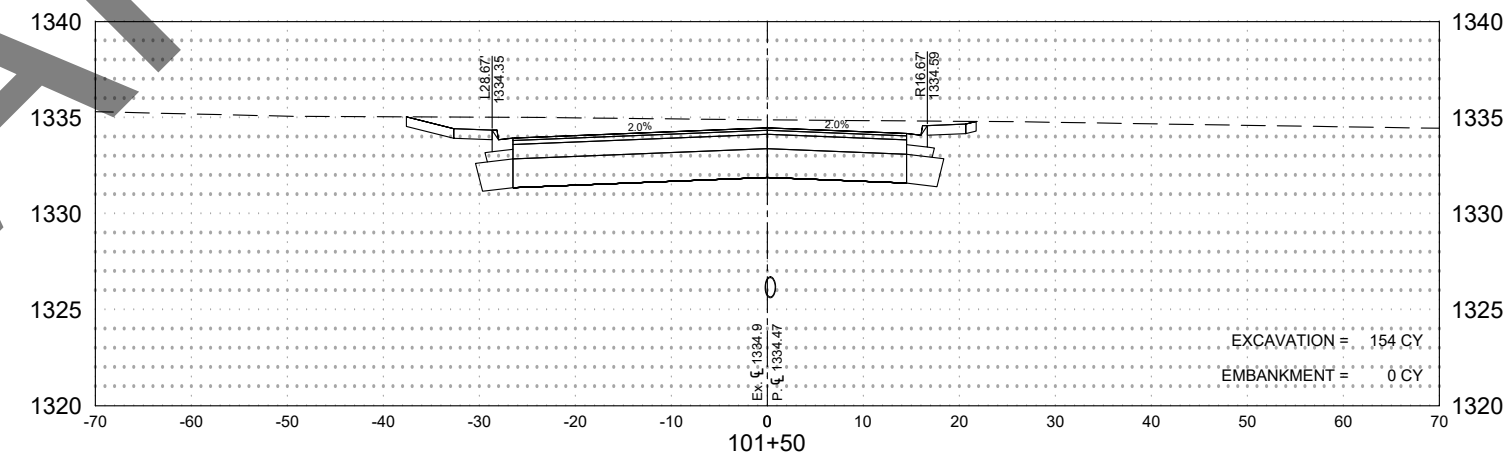
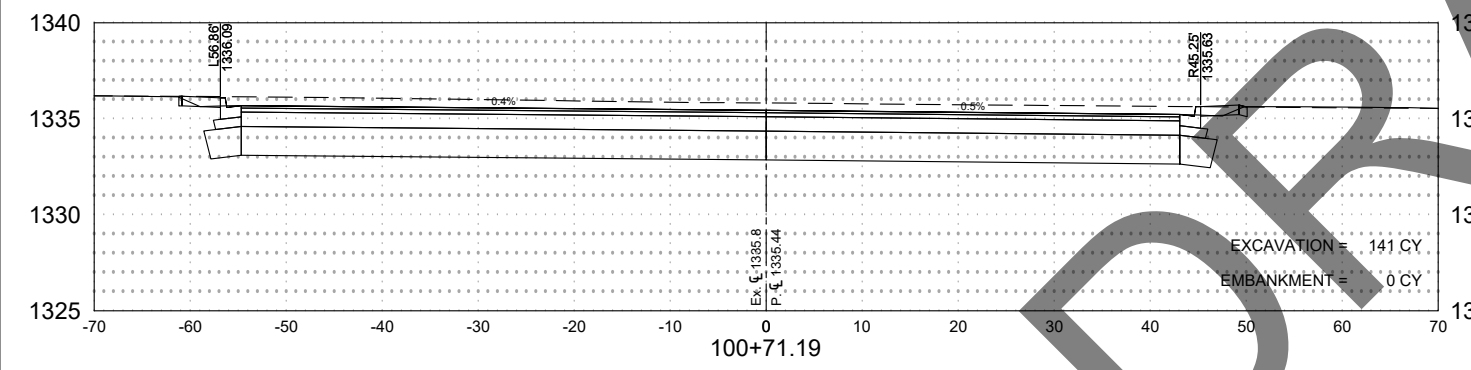
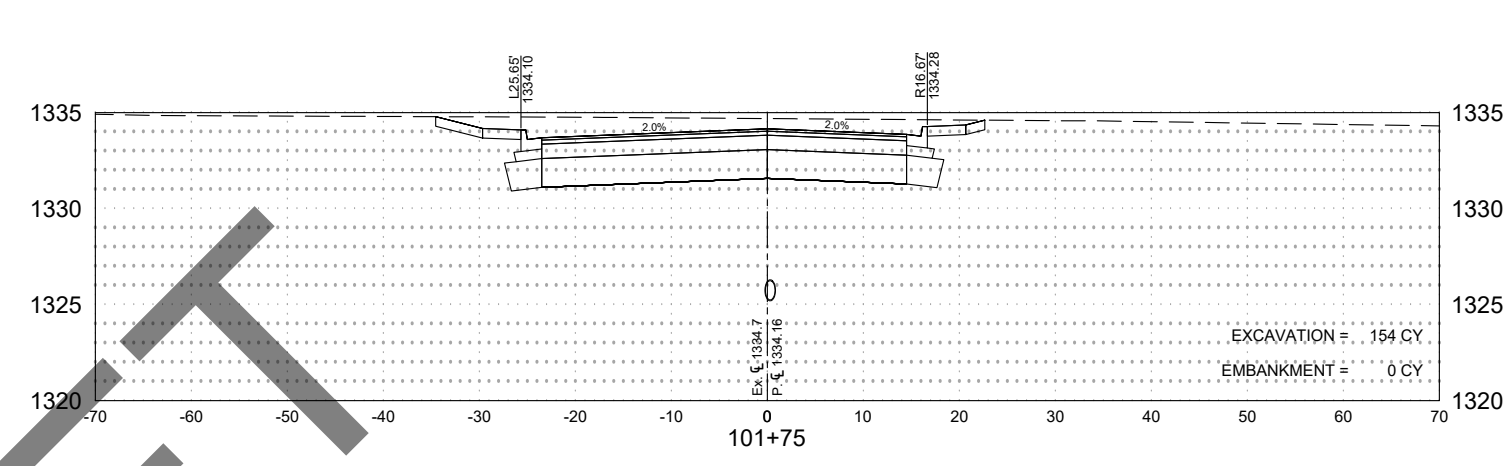
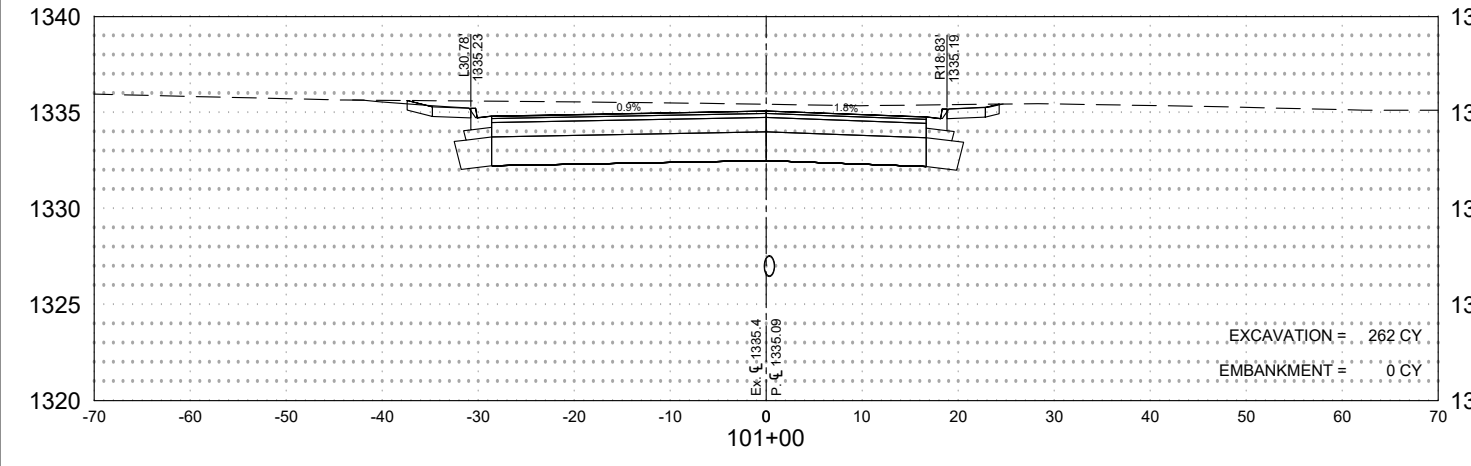
DATE \_\_\_\_\_ LICENSE NO. \_\_\_\_\_



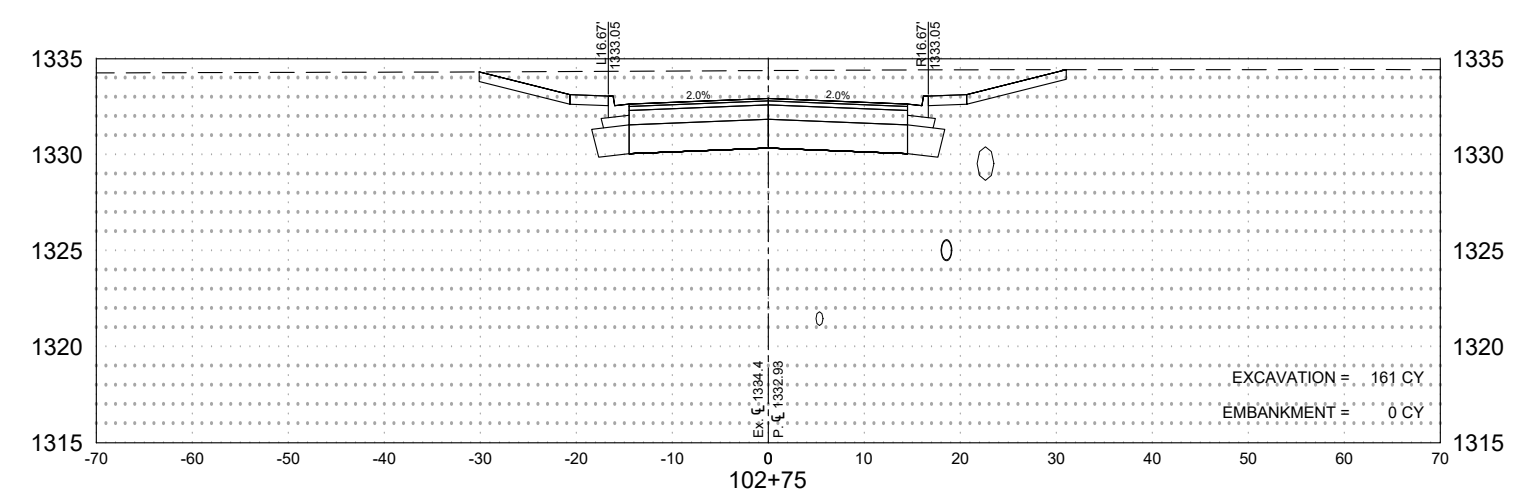
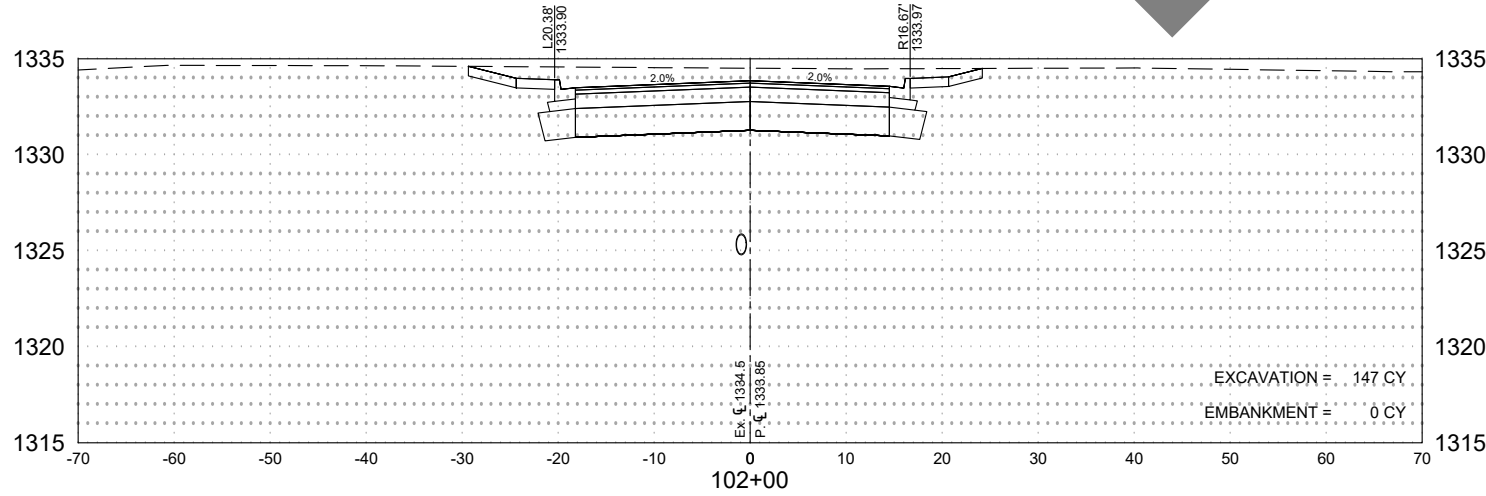
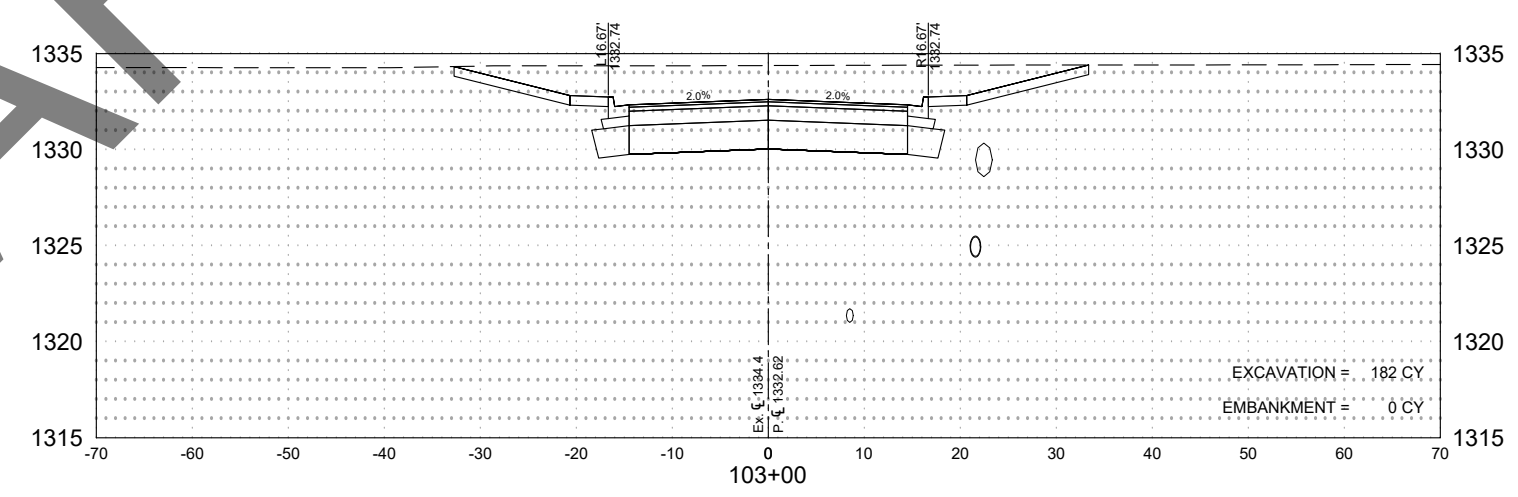
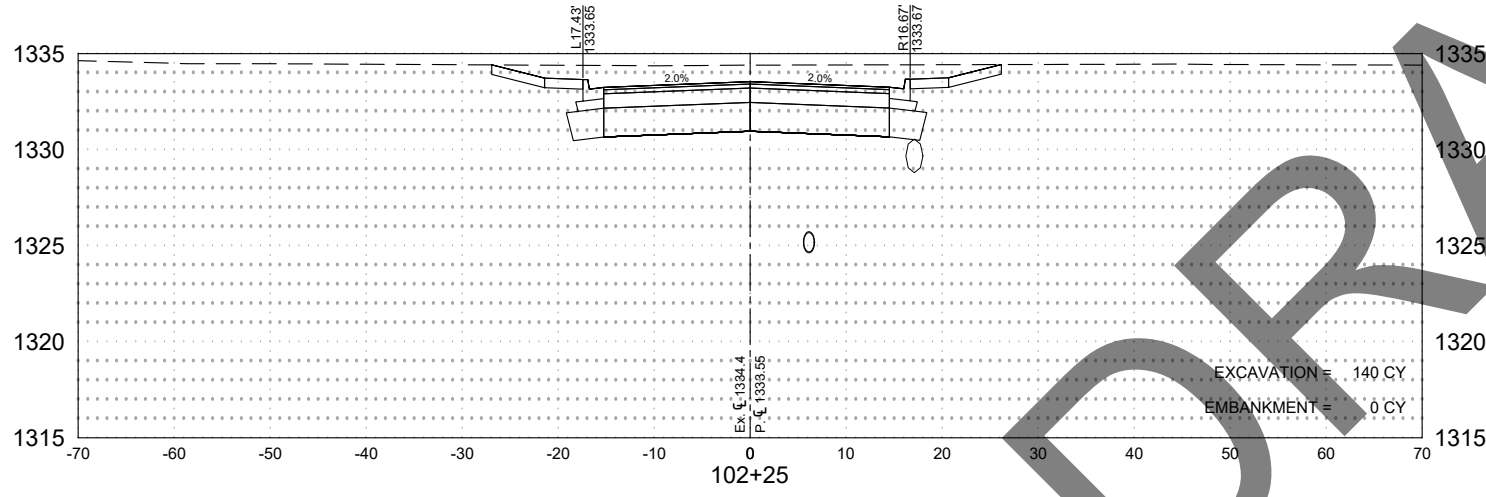
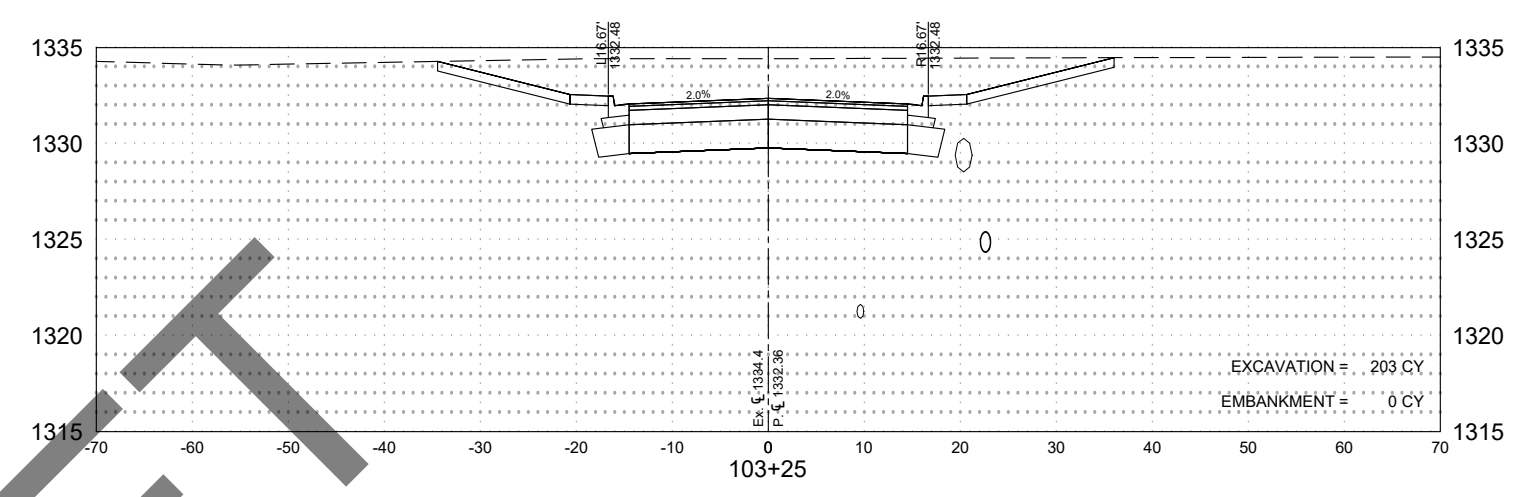
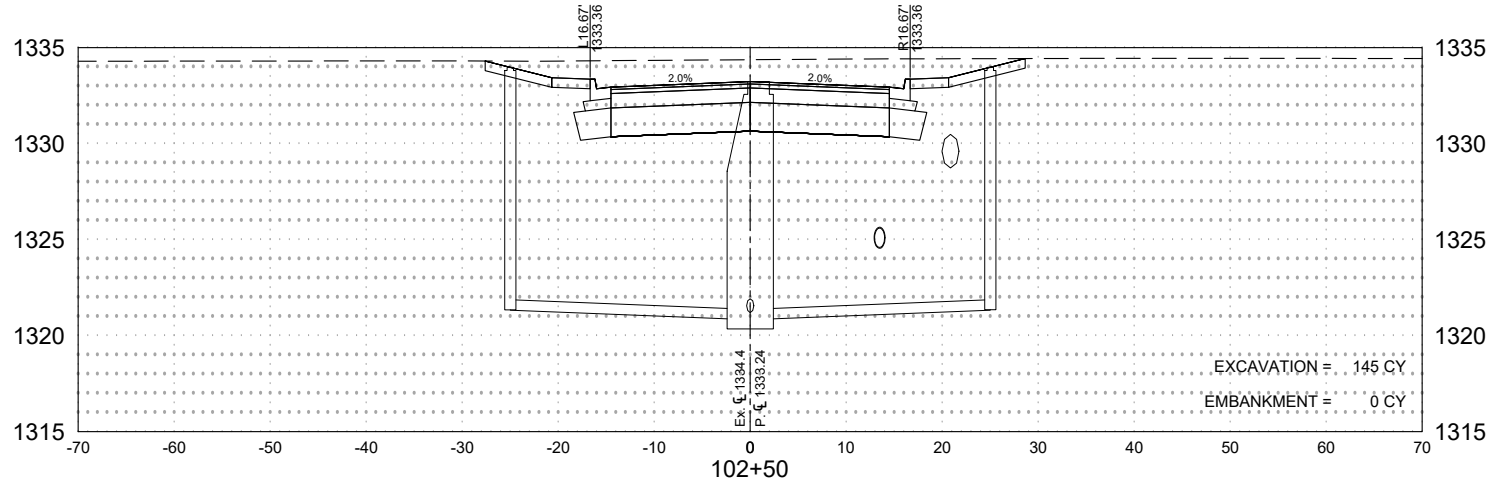
**HAWKINSON**  
**COMMERCIAL DEVELOPMENT**  
GRAND RAPIDS, MN

**CONSTRUCTION DETAILS**

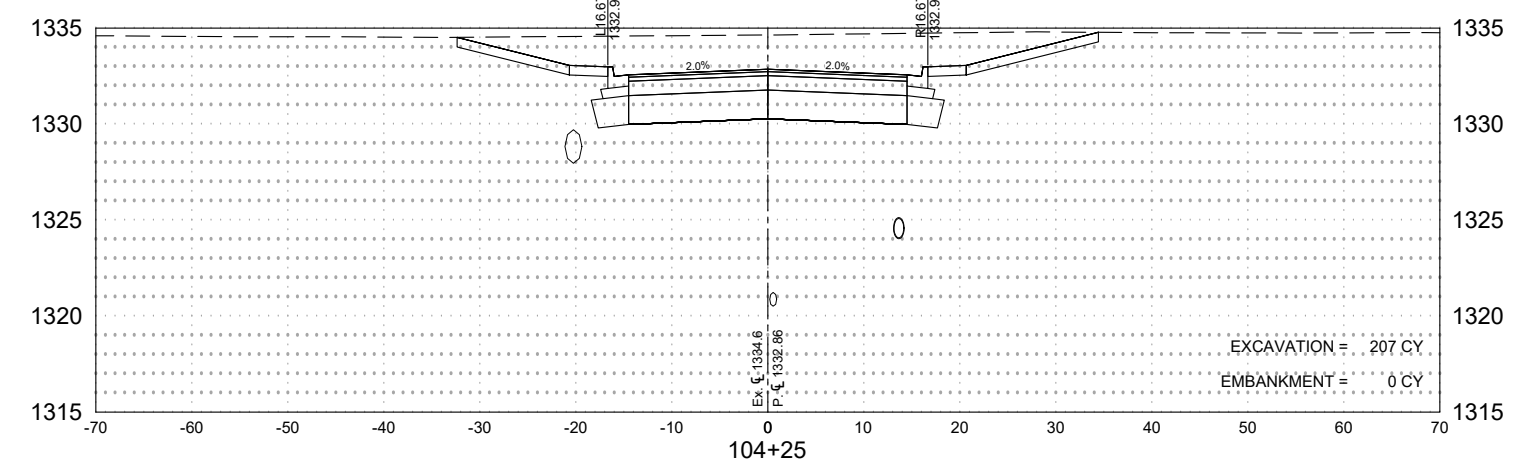
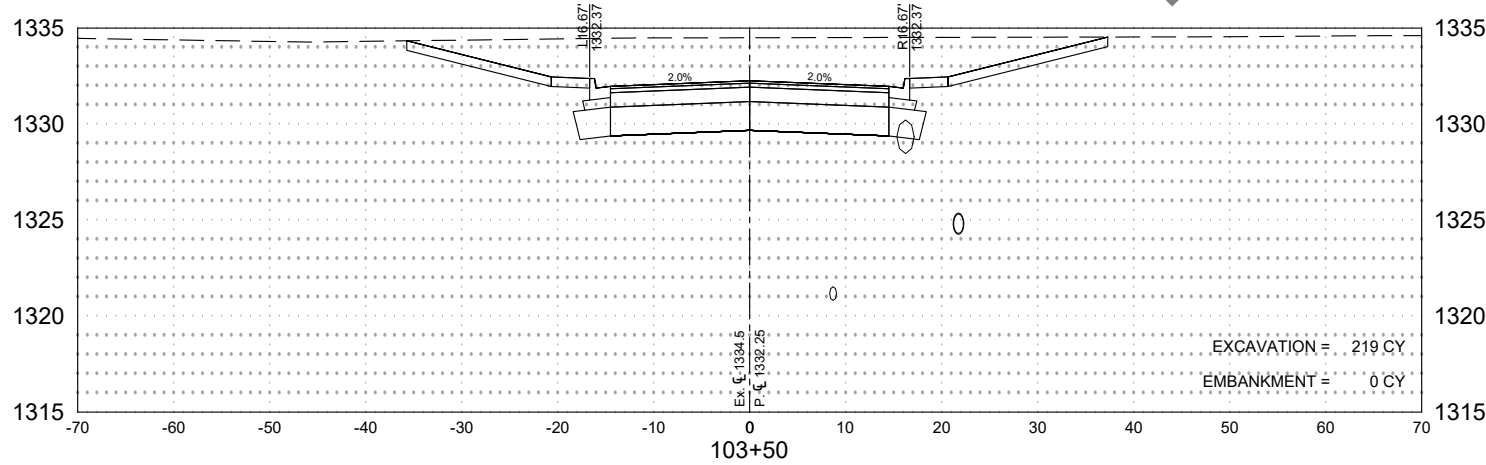
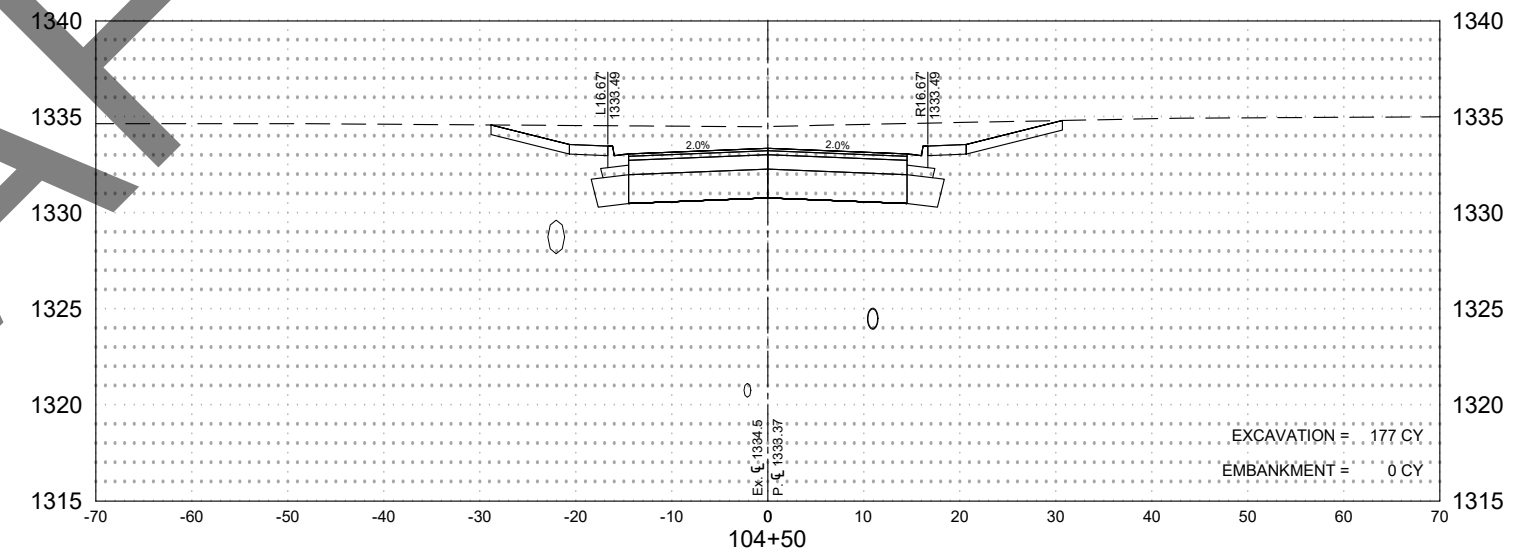
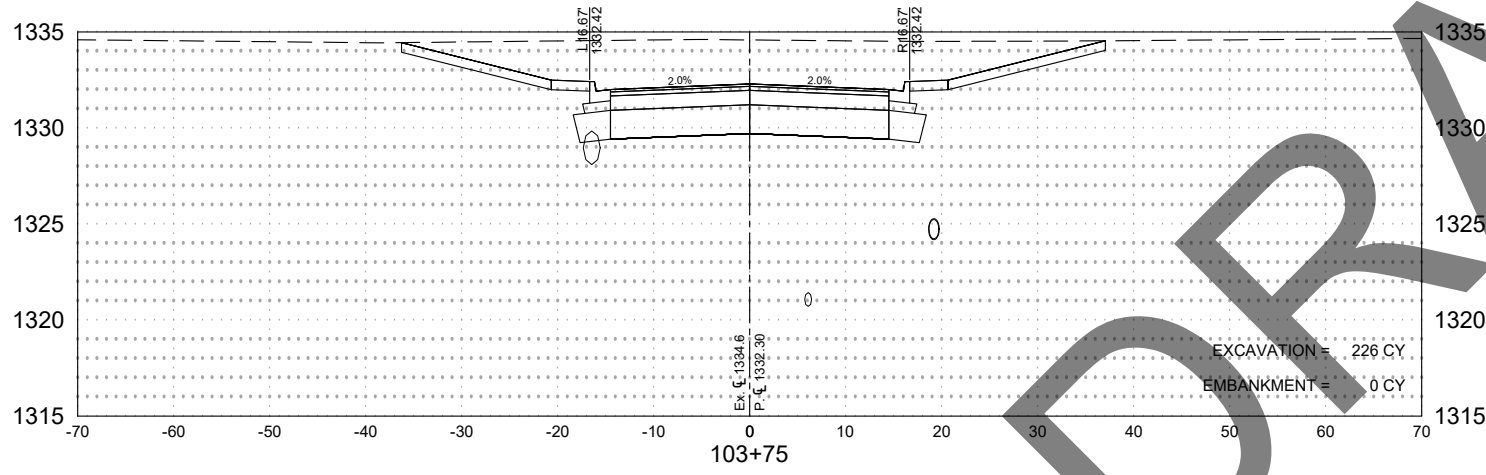
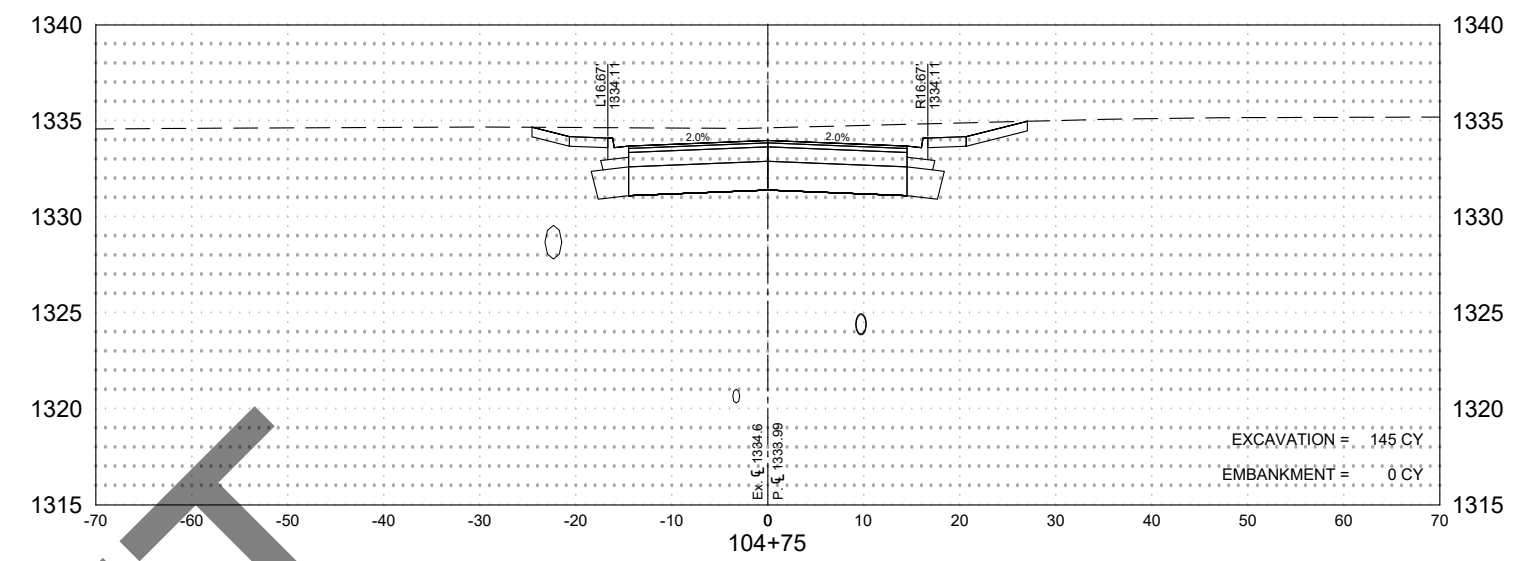
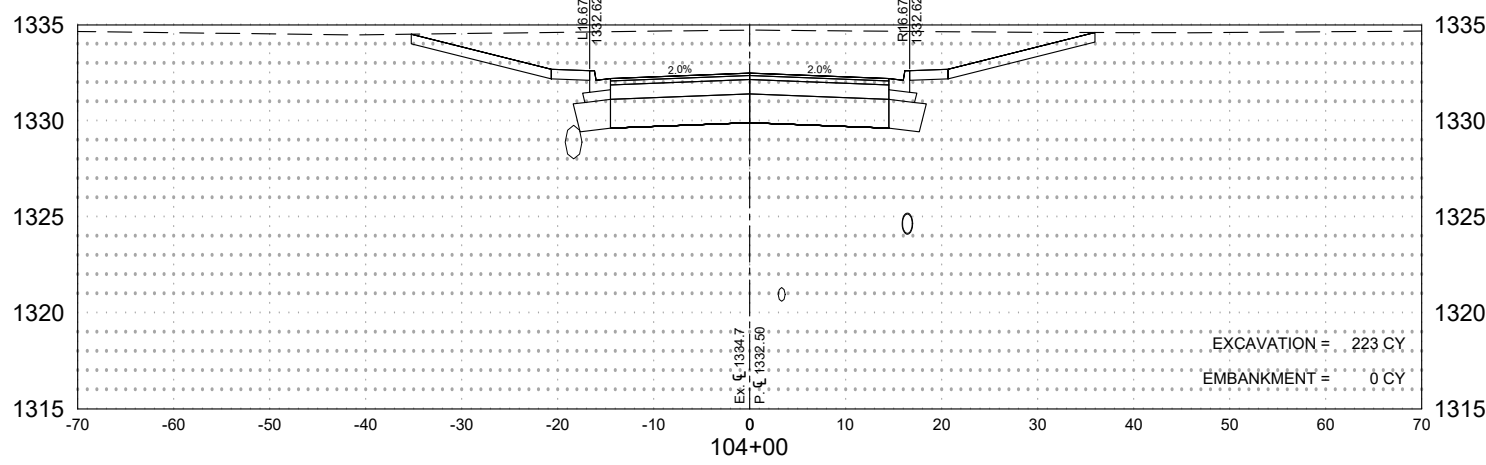
Save: 8/26/2021 8:47 AM schistenson Plot: 9/9/2021 11:44 AM X:\PT\RT\DE\161740\5-final-dsgn\51-drawings\10-Civil\cadd\dwg\sheet\RT161740X1.dwg



Save: 8/26/2021 8:47 AM schristenson Plot: 9/9/2021 11:44 AM X:\PT\RT\DEW\161740\5-final-dsgn\51-drawings\10-Civil\cad\dwg\sheetRT161740X1.dwg



DRAFT

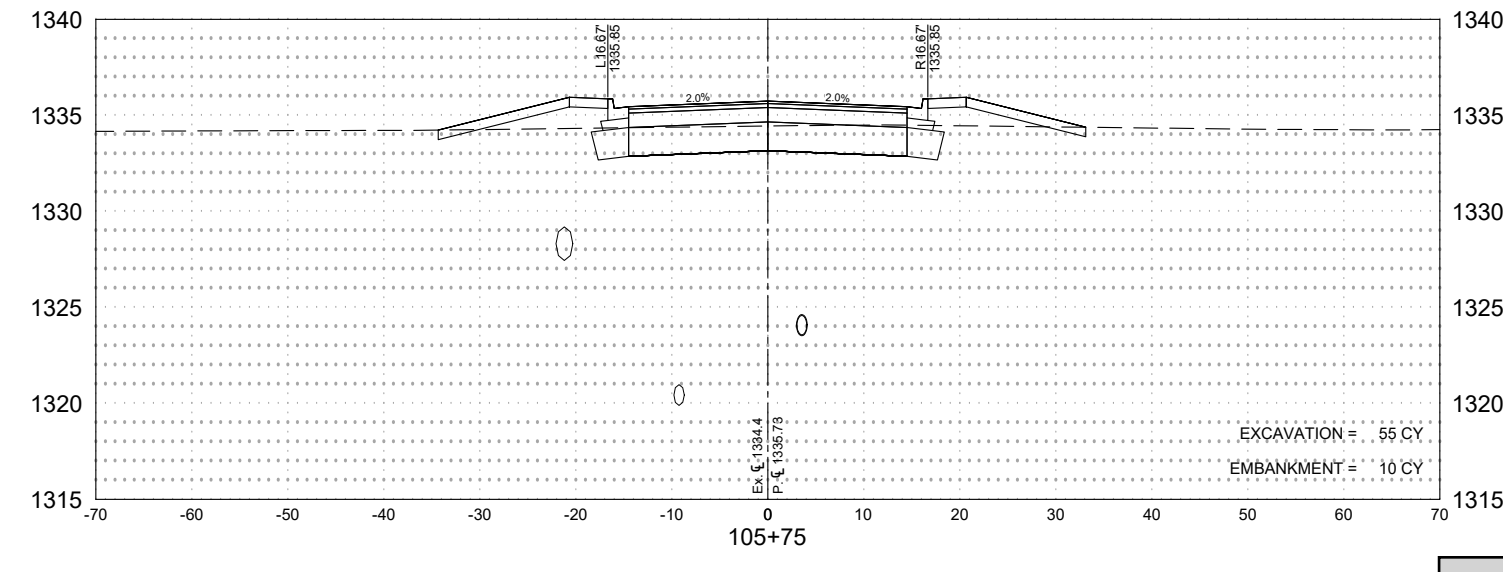
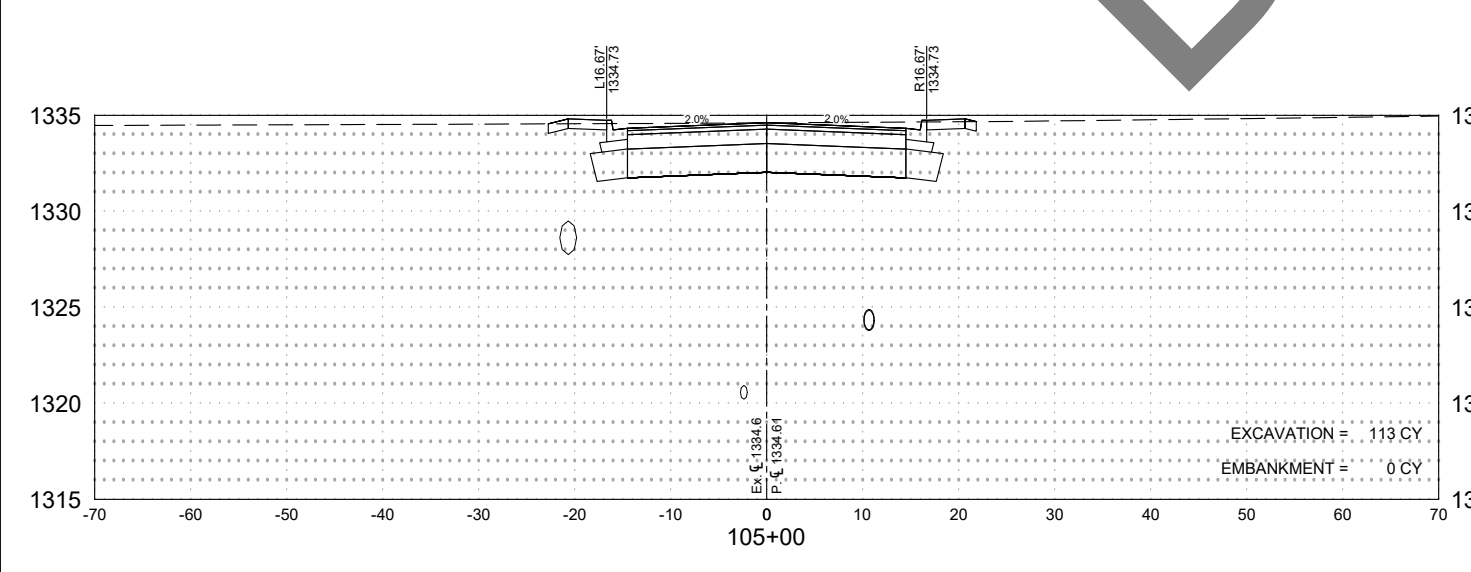
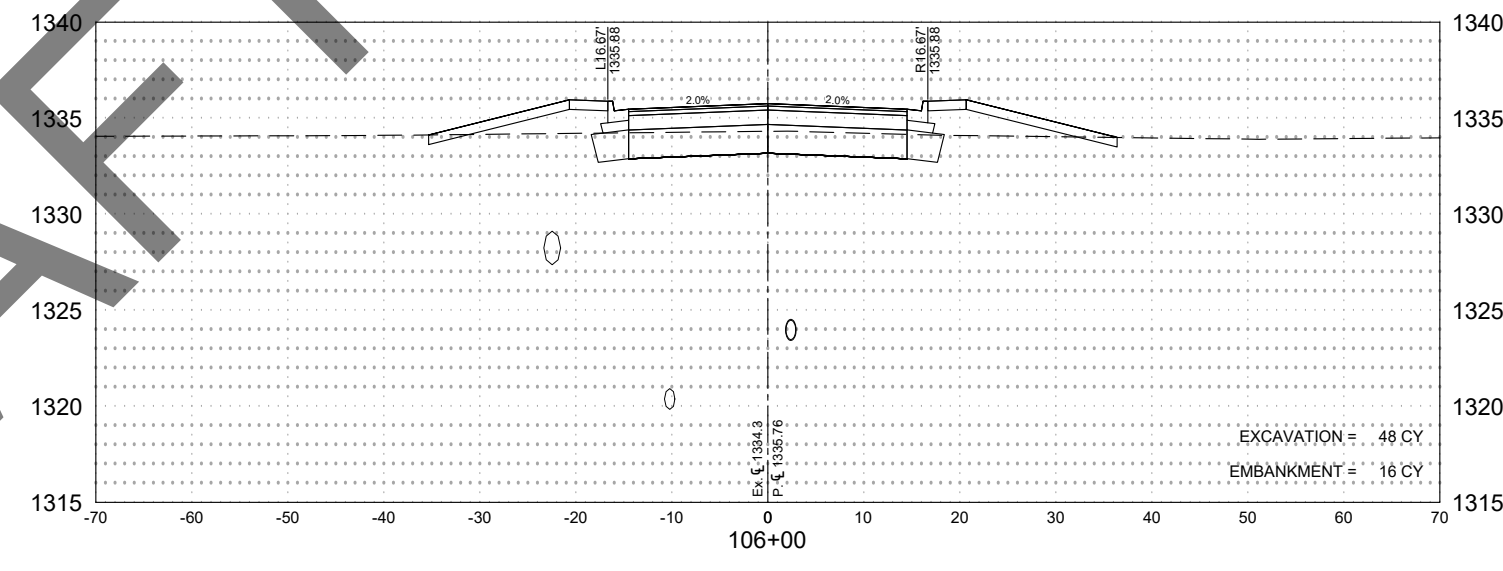
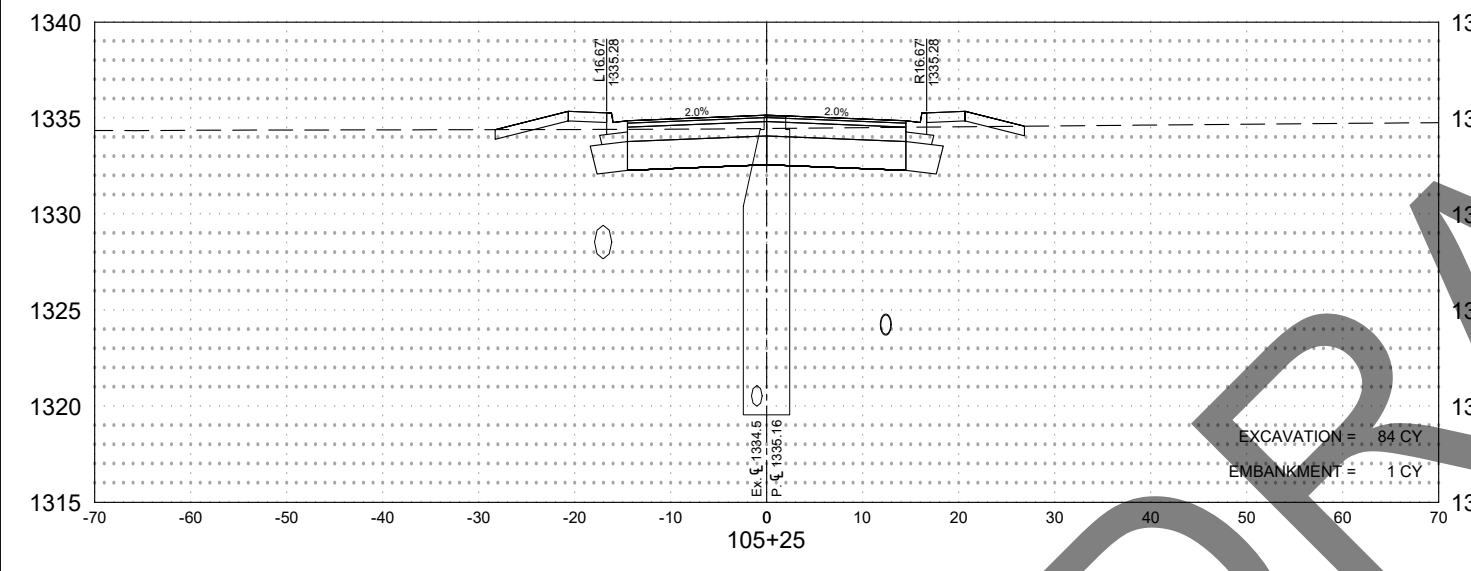
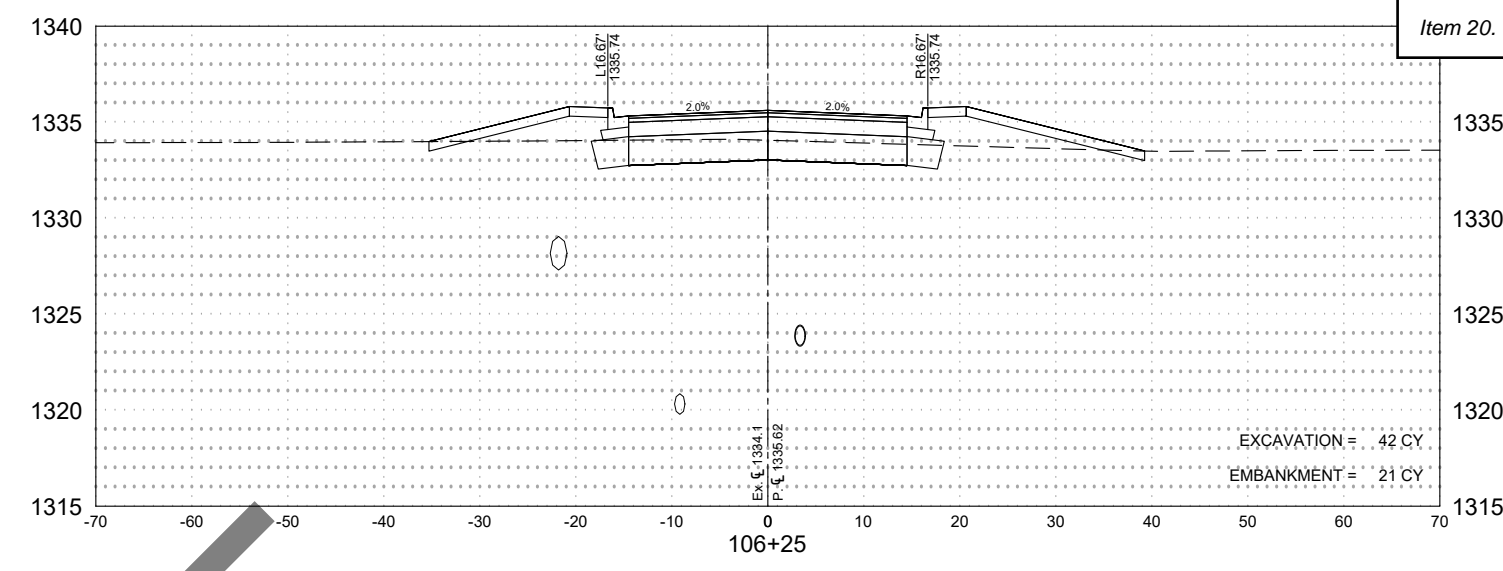
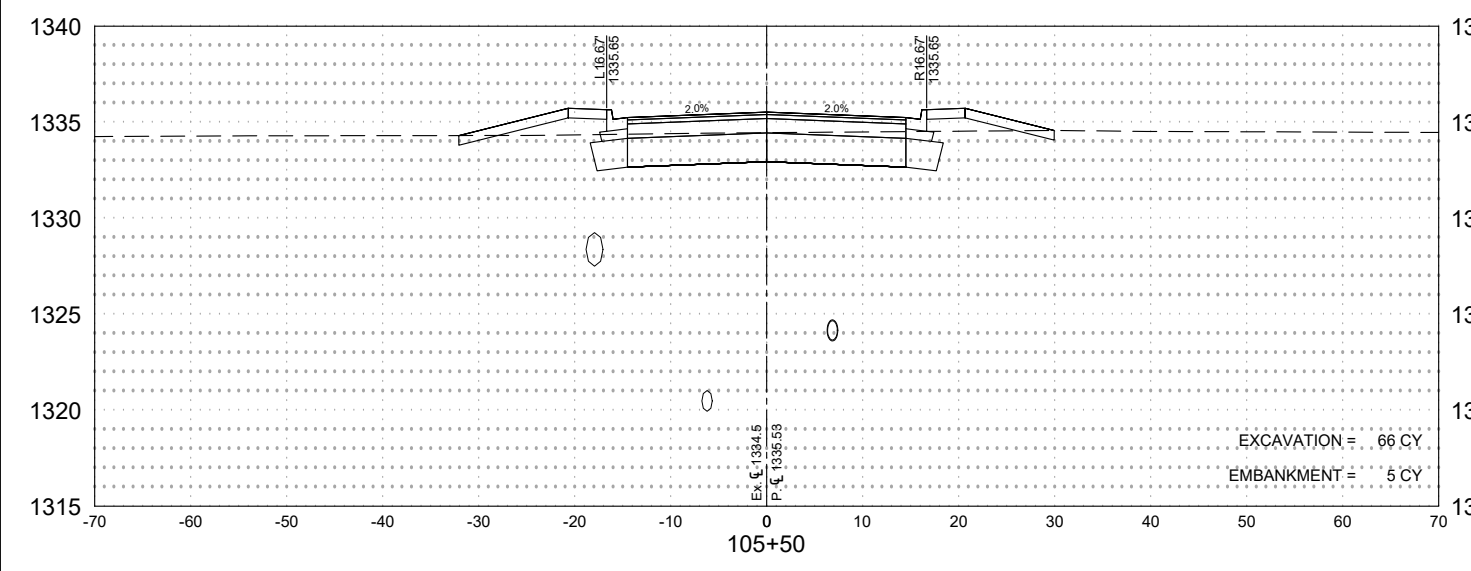


Save: 8/26/2021 8:47 AM schristenson Plot: 9/9/2021 11:44 AM X:\P\TR\RT\DEV\1617405-final-dsgn\51-drawings\10-Civil\cad\dwg\sheet\RT161740X1.dwg

DRY



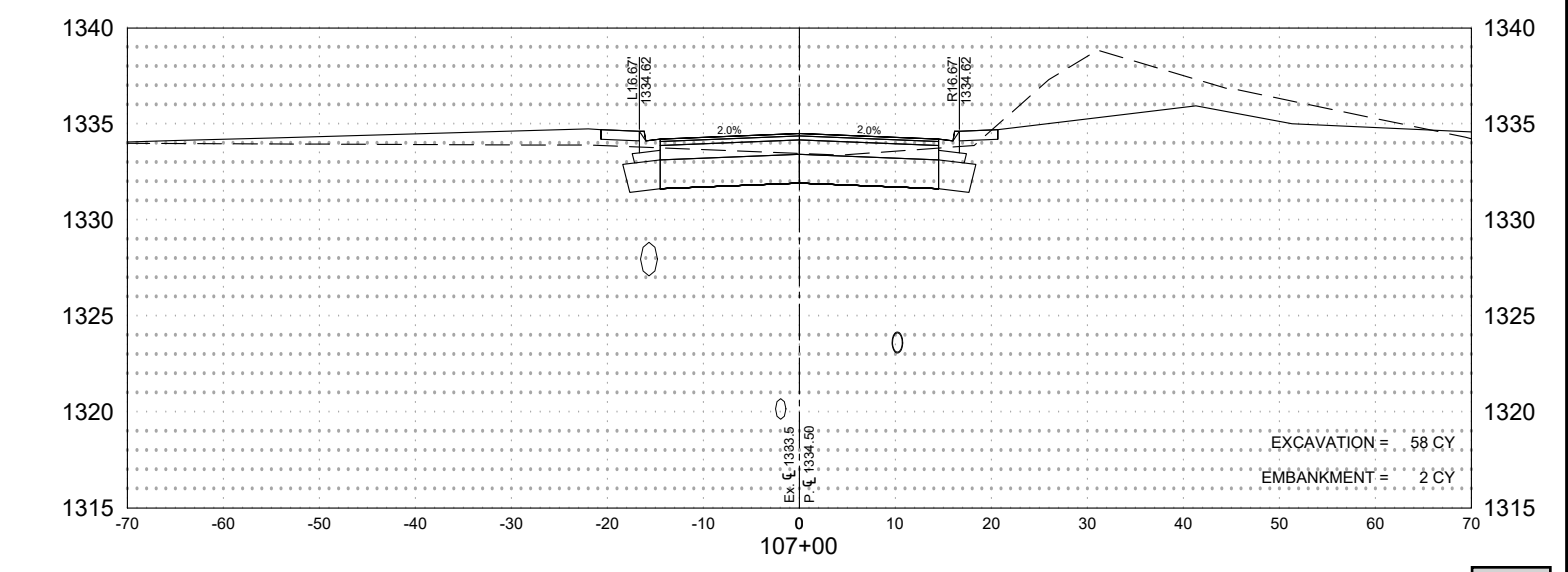
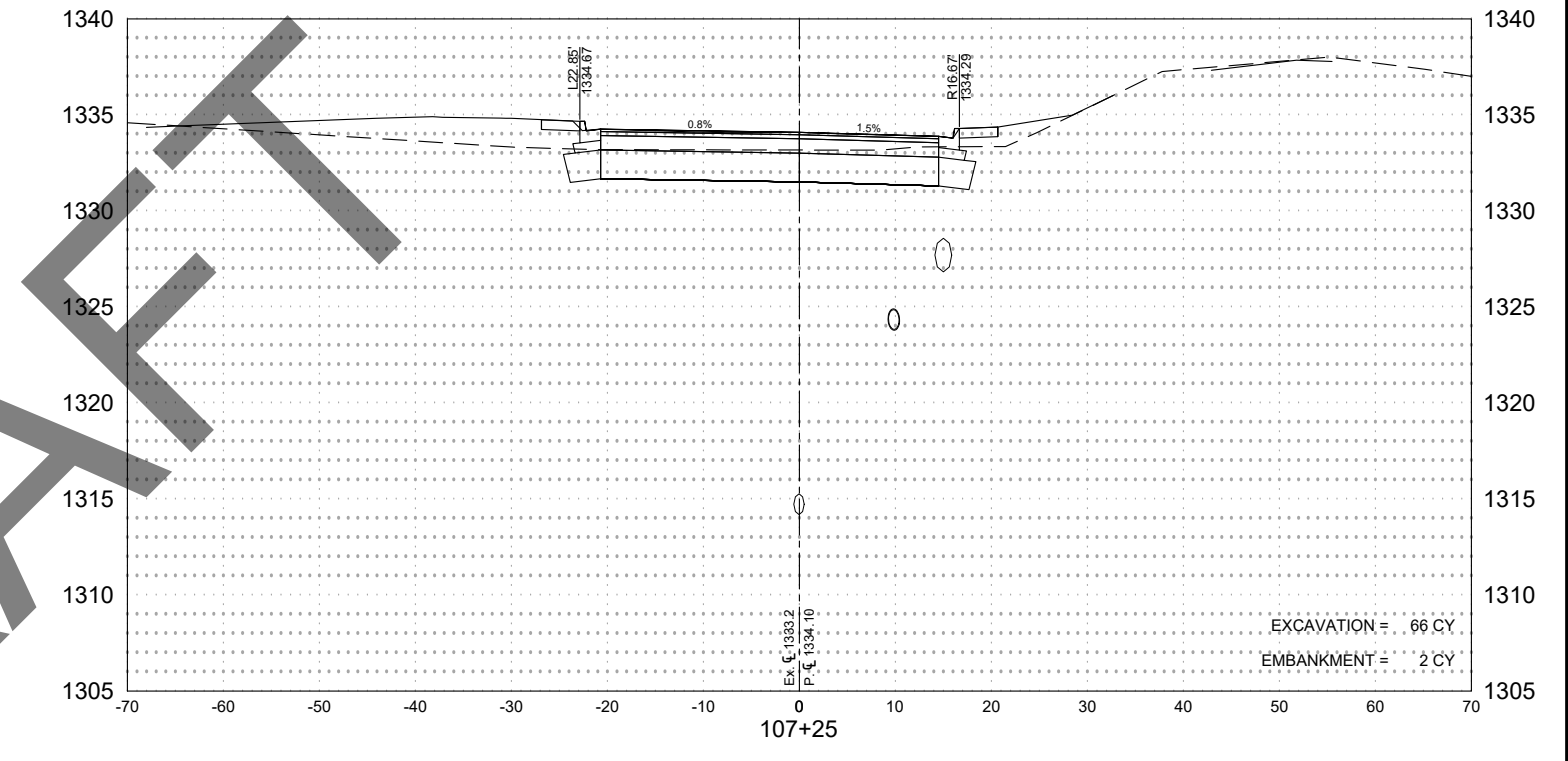
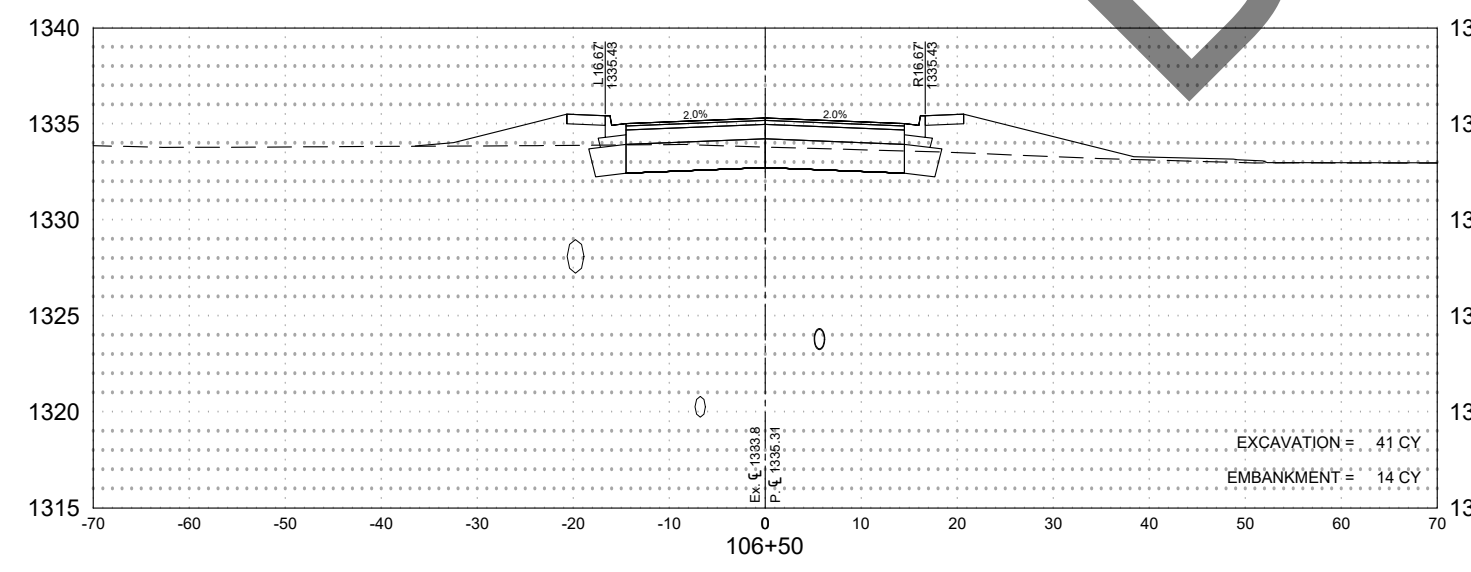
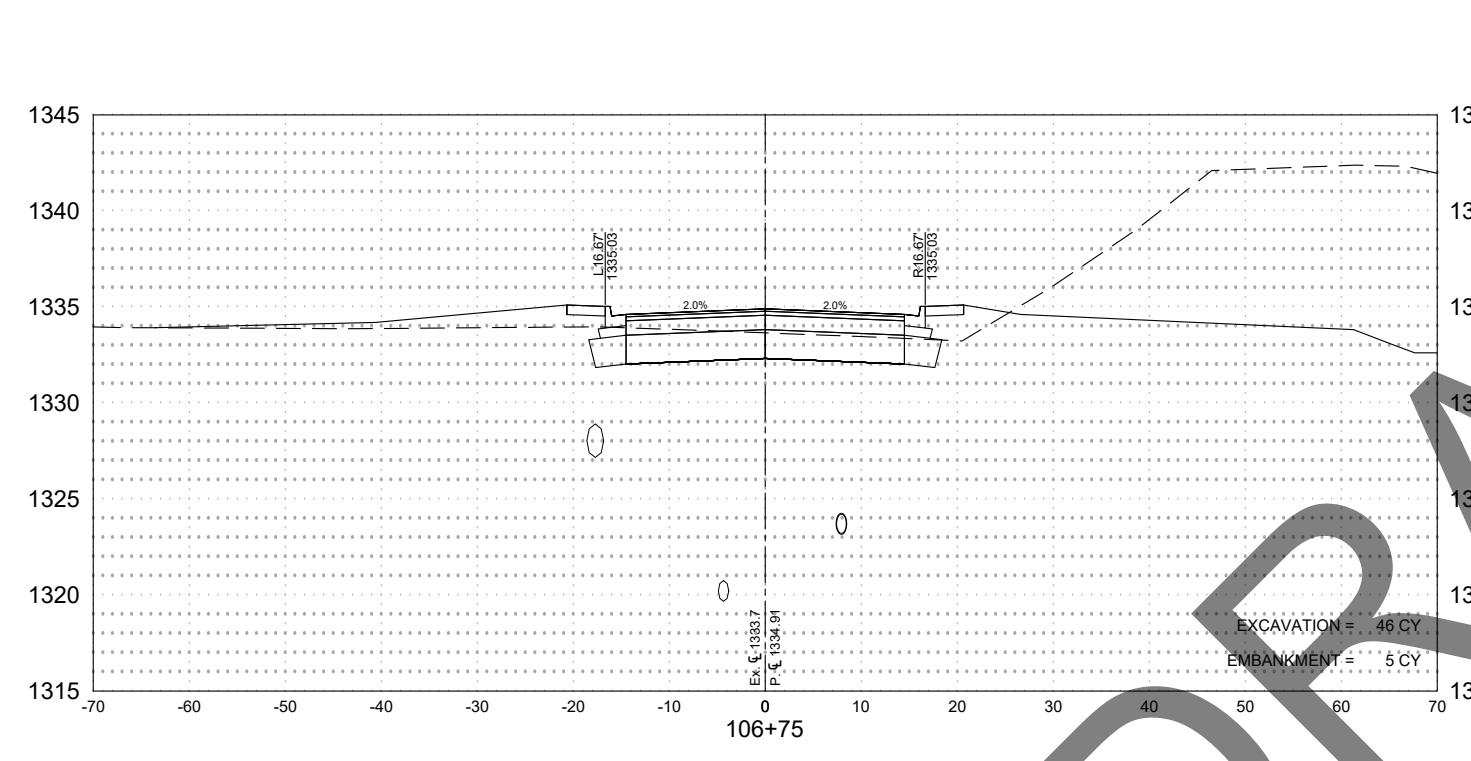
Save: 8/28/2021 8:47 AM schristenson Plot: 9/3/2021 11:44 AM X:\PT\RT\DEV\161740\5-fmal-dgm\51-drawings\10-Civil\cad\dwg\sheet\RT161740X1.dwg



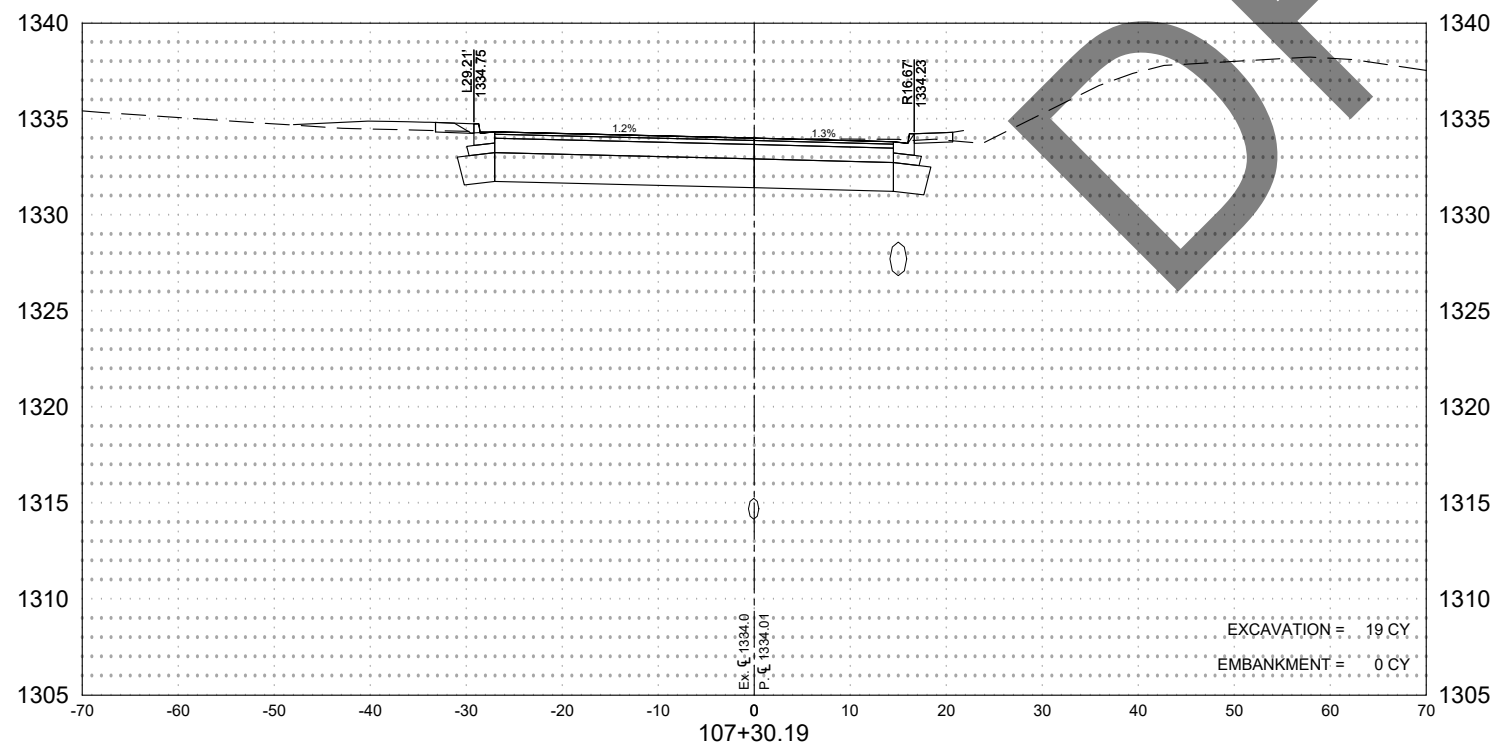
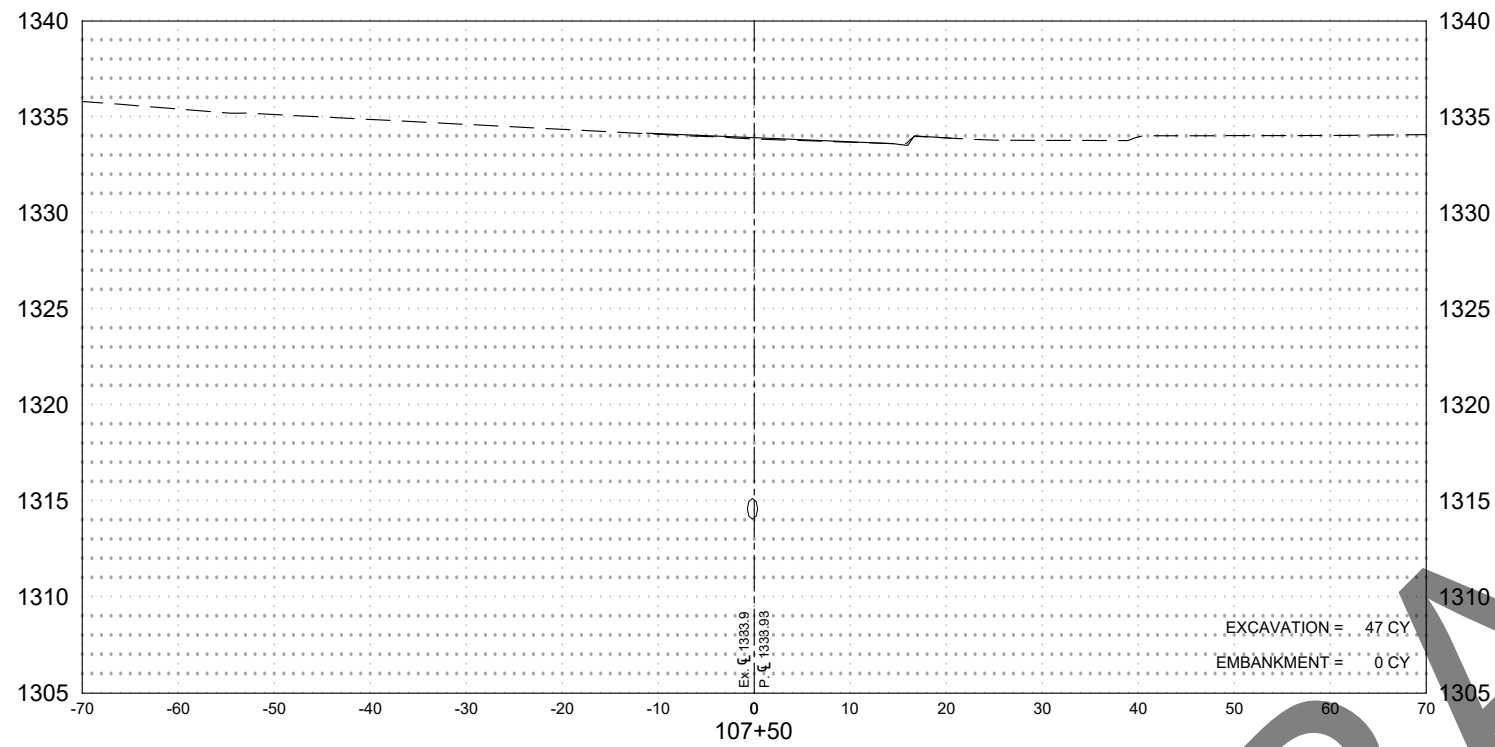
Item 20.

DRAFT

Save: 8/26/2021 8:47 AM schristenson Plot: 9/3/2021 11:44 AM X:\P\TR\RT\DEV\161740\5-final-dsgn\5-drawings\10-Civil\cadd\sheet\RT-161740X1.dwg



DR



Save: 8/26/2021 8:47 AM schristenson Plot: 9/9/2021 11:44 AM X:\PT\RT\DEV\161740\5-final-dsgm\5-drawings\10-Civil\lead\dwg\sheet\RT161740X1.dwg

DRAFT



CITY OF  
**GRAND RAPIDS**  
 IT'S IN MINNESOTA'S NATURE

## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** October 25, 2021

**AGENDA ITEM:** Consider accepting quote for Golf Course Maintenance Building restoration/repair

**PREPARED BY:** Bob Cahill

---

### BACKGROUND:

The Pokegama Golf Course maintenance building (age projected at 70+ years old) is in need of new roofing, siding, new insulation at the shop area and new windows. This repair/restoration project has been on our radar for five plus years. We are now in a financial position where we can move forward with the completion of the project.

We have been working closely with Nathan Morlan, Building Official/Facilities Maintenance Manager. Nathan has been accompanying representatives of vendors to the work site, to describe the scope of the project and to answer questions. He has been most helpful. Tom Pagel has reviewed our project and has recommended that we move forward with the low quote of \$152,650 from Northern Industrial Erectors. This quote does exceed our budget estimate of \$130,000. With supply chain/material costs skyrocketing, we feel the price is in line. We had one additional quote for \$239,798. The will be completed this winter.

The scope of work is detailed in the attached quote. This is a budgeted item in the Pokegama Golf Course 2020/2021 CIP budgets and funding is from the Pokegama Golf Course cash fund balance.

### REQUESTED COUNCIL ACTION:

Make a motion to accept the low quote of \$152,650 from Northern Industrial Erectors for repair/restoration work on the Pokegama Golf Course Maintenance building.



2500 GLENWOOD DRIVE  
PO Box 308  
GRAND RAPIDS, MN 55744  
PH: 218-326-8466, FX: 218-326-5045

October 13, 2021

To: Nate Morlan  
City of Grand Rapids

Project: Grand Rapids Municipal Golf Building  
Grand Rapids, MN

We are quoting the **supply & installation** for the following work scope:

- o Roof and Wall Panel Removal
- o New Standing Seam Roof Panels
- o New Wall Panel
- o New Insulation at Shop Area
- o New Windows

**Lump Sum Price: \$134,700.00**

Alternate:

1. Soffit @ Eave and Rake, Add: \$17,950.00

➤ **Quote is voided after 11/11/2021**

NORTHERN INDUSTRIAL ERECTORS, INC.

Bryan Hutchinson  
Project Manager

Equal Opportunity Employer

# Proposal

Quote #

2101

**Radotich, Inc.**  
 505 West 37th Street  
 Hibbing, MN 55746  
 218 254-5763

PROPOSAL SUBMITTED TO: <b>City of Grand Rapids</b>		PHONE:	DATE: <b>10/5/2021</b>
STREET:		JOB NAME: <b>Pokegama Golf Course</b>	
CITY, STATE AND ZIP CODE:		JOB LOCATION:	
ARCHITECT:	DATE OF PLANS:	JOB PHONE:	

We hereby submit specifications and estimates for:

Price is to: Demo & Resheet 40 x 100 maintenance building including walls, roof, trim, soffit, fascia, new mandors & windows, new roof & wall insulation in heated area, vapor barrier insulation in roof only in unheated area.

**\$238,798**

**\*\*Owner will supply electrical power**

**Exclusions:**

**Snowplowing, Dumpster, overhead doors**

**Submitted By:**  
**Kent Pulling**  
**218-966-0185**  
[kent@radotich.com](mailto:kent@radotich.com)

**We Propose** hereby to furnish material and labor -- complete in accordance with above specifications, for the sum of:

Payment to be made as follows: \_\_\_\_\_ dollars (\$) \$238,798.00 )

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized Signature: \_\_\_\_\_

Note: This proposal may be withdrawn by us if not accepted within 30 Days

**Acceptance of Proposal** - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Date of Acceptance: \_\_\_\_\_



CITY OF  
**GRAND RAPIDS**  
 IT'S IN MINNESOTA'S NATURE

## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** October 25, 2021

**AGENDA ITEM:** Conduct a Public Hearing to consider the adoption of an Ordinance amending Article VI Zoning within Chapter 30 Land Development Regulations by adding the *Automotive/Recreational Vehicle (Repair/Service)* use, as a use permitted with restrictions, within the CBD (Central Business District) zoning district.

**PREPARED BY:** Eric Trast, Community Development Department

### BACKGROUND:

On October 6, 2021, Keith Still, d.b.a. Jack's Auto Service, submitted a petition requesting a text amendment to the Zoning Ordinance that would allow Automotive/Recreational Vehicle (repair/service), as a permitted use, within the CBD (Central Business District) zoning district.

As stated within his application, Mr. Still desires to add a 2,248 sq. ft., addition to his auto repair/service business located at 403 NW 3rd Avenue. The addition would accommodate two additional service bays, equipment and inventory storage space, office space, and employee breakroom. The project may ultimately add three employee's to the business.

The current auto repair/service business was originally established in the early 1960's at this location, having auto repair services, fueling stations, and car wash services over the years. The subject business/property is located within the CBD (Central Business District), and the existing use is not permitted within the CBD per Section 30-512 Table-1 Permitted Uses.

This use, along with two other long standing auto repair/service businesses in the CBD, is considered a grandfathered Class 1 nonconforming use (Those where the use of the building or land does not conform to the district use regulations of division 4 of this article) which is outlined in Section 30-458 Nonconforming uses of the Municipal Code. As such, the Class 1 nonconforming use may not be structurally altered or enlarged unless the resultant altered or enlarged building or use shall conform in terms of usage to the provisions of this article.

Currently, within Section 30-512 Table-1 Permitted Uses, the repair/service use is permitted with restrictions (R) within the GB/\*SGB (General Business) and the BP/SBP (Business Park) zoning district. (\* "S" designation identifies Shoreland districts)

The additional restrictions, outlined for this use, are set forth within Section 30-564 uses with restrictions, of which, staff would recommend being applied to this use in the CDB (if ultimately approved), are as follows:

(c) Automotive/RV repair (within GB, SGB, BP, SBP zone) provided:

1. No repair work shall take place outside of the principal structure; and
2. Any damaged or disassembled (partially or wholly) vehicle stored overnight shall be kept in an enclosure screening the vehicle and/or other materials from public view in such manner as described in section 30-594(h).

At their rescheduled meeting on October 18, 2021, the Planning Commission reviewed the amendments and forwarded a favorable recommendation to the City Council regarding the draft text amendment. The proposed amendments shown as Exhibits A and B attached to this RCA, and are incorporated into the draft Ordinance being considered following the public hearing, which also includes the Planning Commission's findings of fact.

#### **REQUESTED COUNCIL ACTION:**

Make a motion to Conduct a Public Hearing to consider the adoption of an Ordinance amending Article VI Zoning within Chapter 30 Land Development Regulations by adding the Automotive/Recreational Vehicle (Repair/Service) use, as a use permitted with restrictions, within the CBD (Central Business District) zoning district.



**SECTION 1: AMENDMENT** "Table 1 Permitted Uses" of the Grand Rapids Municipal Code is hereby *amended* as follows:

AMENDMENT

Table 1 Permitted Uses

R R / S R R	R-1/ R-1a SR-1/ SR-1a	R-2/ S R-2	R-3/ S R-3	R-4/ S R-4	L B / S L B	G B/ S G B	C B D	M U/ S M U	M / S M	R C / S R C	B P/ S B P	I-1/ S I-1	I-2/ S I-2	C D	P U / S P U	A G	A P	LISTING OF USES IN ZONING DISTRICTS
																	RESIDENTIAL	
P	P	P	P	P	P											P		single-family detached
		P	P	P	P											P		twin home attached
		P	P	P	P			P										two-family attached
																R		manufactured home < 24' wide
					P	P	R									P		accessory apartments
P	P	P																rooming house 6 or fewer roomers
			P	P	P													rooming house 7 or more roomers
		R	R	R	P	P	P									P		bed and breakfast accommodations
			P	P	P	P	R	P										multifamily
		C U P	C U P															manufactured home park
			P		P		P	P	P									congregate housing
	R	R	R	R	R	R	R	R							R	R		emergency housing facility

																	SENIOR HOUSING WITH SERVICES			
R	R		R	P	P	P					P						6 or fewer persons			
R	R		R	P	P	P					P						7 to 8 persons			
R	R		R	P	P	P					P						9 to 16 persons			
				P	P	P											17 or more persons			
																	GROUP HOMES, FOSTER HOMES AND RESIDENTIAL TREATMENT CENTERS			
R	R		R	R	R	R										R	6 or fewer persons			
				P	P	P										P	7 to 16 persons			
					P	P		P	P	P						P	17 or more persons			
																	DAY CARE/NURSERY			
P	P		P	P	P	P	P	P	P	R		P	R	R		P	P	P	14 or fewer persons	
R	R		R	R	R	P	P	P	P	R		P	R	R		P	P	P	15 or more persons	
																	MISCELLANEOUS RESIDENTIAL USES			
P	P		P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	accessory buildings	
R	R		R	R	R	R												R	garage/yard sales	
R	R		R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	essential services	
R	R		R	R	R	R	R					R						P	outdoor storage	
R	R		R	R	R	R												P	private recreation	
R	R		R	R	R													P	woodpiles	
R	R		R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	temporary buildings	
R	R		R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	P	P	satellite dish/solar collectors
R	R		R	R	R													R	home occupations	
																	COMMERCIAL			
																		P	aviation related commercial	



																FINANCIAL INSTITUTIONS
					R	P	P									bank, savings and loan, loan agency, etc.
																FOOD SERVICE
						P	P	P	R	R						restaurant
					R	R	R	R	R			R	R		R	vending machines
																HEALTH CARE
					P	P	P	P	P		P				R	clinic (outpatient treatment centers)
								P	P							hospitals
C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	interim use
U	U	U	U	U	U	U	U	U	U	U	U	U	U	U	U	
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
					R	P	P				P					office - business
					R	P	P	P	P		P					professional, scientific, and technical services
					R	P	P	P	P		P					administrative and support services
																RECREATION/ENTERTAINMENT
						P	P									indoor
					R	P	P		P		P				P	health & fitness club
R					R	R	R	R							R	clubs, lodges, membership organizations, etc.
						C					P		C	C	C	recreation facility, commercial - outdoor
						U							U	U	U	
						P							P	P	P	
										R						shooting range
										P						off-road motorized sport vehicle trails
						R	R									video arcades

						P	P				P								communication services
RETAIL																			
						R	P	P										R	general sales and services (see definition)
							C	U	P										general sales and services (see definition), greater than 70,000 sq. ft. building footprint
							P	P										P	nursery, landscaping
							P												grocery stores
							P	P											hotels and motels
							P	P		P		P							medical equipment and supplies (see definition)
							R	P	P	R	R								pharmacy
								R	R	R								R P	temporary outdoor sales
								R	R						R				brewery/distillery/winery
								P	P						P				taproom/tasting room
				R	R	R		P	P						P				salon/barber shop
SCHOOLS PUBLIC AND PRIVATE																			
R	R		R	R	R													P	elementary - secondary
							R	P	P						P			P	educational service institution
								P	P									P P	post high schools and colleges
WAREHOUSE																			
								P						P	P	P		R	general

								P									P																		mini storage				
								P									P	P	P																motor freight terminal				
							R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R													outdoor storage of land/sea containers			
PUBLIC/SEMI-PUBLIC																																							
P	P		P	P	P																							P	P						athletic facilities - public				
																													P	P						cemeteries			
R	R		R	R	R	R	R	R																							P				churches				
								P	P																				P							cultural facilities (art galleries, libraries, museums)			
R	R		R	R	R							P																R	P						golf and country clubs				
																		P	P									P								water sewage treatment			
												C	U	P				C	U	P									C	U	P					telecommunications towers			
P	P		P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P									P	P	P						treatment, power substations, neighborhood parks			
C	U	P	C	U	P	C	U	P	C	U	P	C	U	P	R	R		C	U	P	C	U	P	R	R	R	R	R	R	R	R	R	R	R	R	essential services structure			
																																					jail, detention center, and juvenile detention center		
TRANSPORTATION																																							
																																P	P	P			P	P	major (terminals, hangers, switching yards, sidings, runways, heliports)
																																					minor (railroad, rights-of-way,		

P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	streets, transit shelters)
INDUSTRIAL																	
					P						P						monument work/sales
											P			P		P	military post
					R	R	R				P	P	P				manufacturing, light
											P	P					manufacturing, heavy
											P	P	P				light industrial activities not listed
											P	P					heavy industrial activities not listed
						R					P						recycling center
						P					P	P					wholesale distribution facility
						R	R	R			R	R	R				outdoor storage (merchandise/material)
C U P											C U P	C U P	C U P			C U P	mining of sand and gravel

**SECTION 2: AMENDMENT** “30-564 Uses With Restrictions” of the Grand Rapids Municipal Code is hereby *amended* as follows:

**Exhibit "B"**

AMENDMENT

30-564 Uses With Restrictions

The following restrictions apply in this article as indicated:

- (a) Accessory apartments (within the CBD zone): Shall be required to have one off-street parking stall per unit.
- (b) Administrative and support services (within the LB, SLB zone): Maximum size of structure 5,000 square feet GFA.
- (c) Automotive/RV repair (within CBD, GB, SGB, BP, SBP zone) provided:

- (1) No repair work shall take place outside of the principal structure; and
- (2) Any damaged or disassembled (partially or wholly) vehicle stored overnight shall be kept in an enclosure screening the vehicle and/or other materials from public view in such manner as described in section 30-594(h).
- (d) Bank, savings and loan, or loan agency (within the LB, SLB zone): Maximum size of structure 2,000 square feet GFA.
- (e) Bed and breakfast facilities (within R-2, SR-2 zones) provided:
  - (1) One off-street parking space is provided for each guestroom in addition to the minimum number required for residential and any other permitted uses.
  - (2) The facility shall be limited to providing service to four persons, excluding children under 12 accompanied by a parent; provided that service to up to ten persons may be allowed in an R-2 zone by conditional use permit.
  - (3) The facility shall not have more than two guestrooms; provided that up to five guestrooms may be allowed in an R-2 zone by conditional use permit.
  - (4) Signs identifying bed and breakfast facilities shall not exceed three square feet in area. This provision shall take precedence over any less restrictive sign regulations in this article.
- (f) Bed and breakfast facilities (within R-3, SR-3, R-4, SR-4 zone): Same restrictions as the R-2 zone, except that the facility may serve up to ten persons, but shall not have more than five guestrooms.
- (g) Brewery/distillery/winery use (within CBD, GB zone): Provided as follows:
  - (1) Ten thousand square feet or less gross floor area.
  - (2) Must be co-located with taproom/tasting room use.
- (h) Brewery/distillery/winery use (within BP zone). Provided as follows:
  - (1) Greater than 10,000 sq. ft. gross floor area.
- (i) Car, truck and equipment cleaning establishments (within GB, SGB zone): Subject to the special restrictions established for gasoline and fuel sales and service establishments. See subsection (25). In addition, the vehicle entrance door shall be no more than ten feet high.
- (j) Churches and similar places of worship provided as follows (within RR, SRR, R-1, SR-1, R-1a, SR-1a, R-2, SR-2, R-3, SR-3, R-4, SR-4, LB, SLB, GB, SGB, CBD zone):
  - (1) No principal building shall be located within 30 feet of any lot line of an abutting lot in an R district;
  - (2) The site shall be at least one-acre in size; and
  - (3) The use shall be subject to the site development standards defined in division 7, and for bufferyard purposes shall be treated as an R-3 property.
- (k) Clinic (within the PU, SPU zones): Must be accessory to a permitted principal use.
- (l) Clubs, lodges and membership organizations (within RR, LB, GB, SGB, CBD, MU, SMU, and AG zone):
  - (1) Within GB, SGB, CBD, MU and SMU, may not be located closer than 600 feet to any school.
  - (2) Within RR, LB and AG districts, no commercial (retail or service) uses shall be conducted as part of the organization's operations from the site.
- (m) Contractor's yard, material storage (within the GB, SGB, I-1, SI-1, I-2 and SI-2 zone):



All outdoor storage of equipment, except automobiles and trucks up to two-ton, and materials/supplies shall be screened from public view as per the requirements of section 30-594(h).

- (n) Construction material suppliers (within LB, SLB zone): Maximum size of structure shall be limited to 3,000 square feet gross floor area, and no more than 1,000 square feet GFA of retail sales space.
- (o) Customary home occupations are subject to all of the following conditions:
  - (1) Home occupations shall be conducted solely by persons residing in the residence.
  - (2) All business activity and storage shall take place within the interior of the residence and shall not take place in an accessory building or buildings.
  - (3) There shall be no alteration to the exterior of the residential dwelling, accessory building or yard that in any way alters the residential character of the premises.
  - (4) No sign, display, or device identifying the occupation shall be used.
  - (5) The occupation shall not be visible or audible from any property line.
  - (6) Such occupation shall not involve the retail sale or rental of products on the premises.
  - (7) No vehicle used in the conduct of the occupation shall be parked, stored or otherwise present at the premises other than such as is customarily used for domestic or household purposes such as a van or three-quarter-ton truck.
  - (8) Only on-site off-street parking facilities normal for a residential use shall be used.
  - (9) The use of substances that may be hazardous to the health, safety or welfare of neighbors and neighboring property shall not be used in the conduct of a home occupation.
- (p) Day care centers (within MU, SMU, M, SM, I-1, SI-1, I-2, SI-2 zone): Must be accessory to a permitted use and available only for employees of that permitted use.
- (q) Day care centers for 15 or more persons (within the RR, SRR, R-1, SR-1, R-1a, SR-1a, R-2, SR-2, R-3, SR-3, R-4, SR-4 zone): Licensed by the state within elementary, junior high and senior high schools and religious institutions.
- (r) Educational services institution (within the LB, SLB zone): Maximum size of structure 5,000 square feet GFA.
- (s) Emergency housing facility (within R-1, R-2, R-3, SR-3, R-4, SR-4, LB, SLB, GB, PU, SGB, CBD, MU, SMU, AG zone): Provided as follows:
  - (1) Facility shall provide detailed program information including goals, policies, site plan, building plan, staffing pattern, target capacity, security measures, and emergency management plan.
  - (2) The facility shall not be located in a two-family or multifamily dwelling unless it occupies the entire structure.
  - (3) The facility shall be limited to no more than 16 residents in residential zoning districts or 32 residents in nonresidential districts without a conditional use permit.
  - (4) Existing residential structures used for an emergency housing facility shall not be externally altered so that the original residential character of the structure is

- compromised unless approved by the city council.
- (5) No on-street parking shall be allowed. Adequate off-street parking shall be required by the city based on the staff and resident needs of the specific facility. Private driveways shall be of adequate width to accommodate effective vehicle circulation. Emergency vehicle access shall be available at all times.
  - (6) Landscaping and buffering shall be provided consistent with the requirements contained in section 30-594.
  - (7) Signage of the emergency housing facility shall be limited to the provisions of division 10 based on the zoning district in which it is located.
  - (8) Emergency housing within the R-1 and R-2 districts shall be as accessory uses to the principle use.
- (t) Equipment and/or tool rental (within the GB, SGB zone): All outdoor storage of equipment, except automobiles and trucks up to two ton, and materials/supplies shall be screened from public view as per the requirements of section 30-594(h).
- (u) Essential services (within all zones): Provided as follows:
- (1) Prior to the installation, the owner files with the city engineer/zoning administrator all maps, sketches or diagrams and other pertinent information as deemed necessary by the city engineer/zoning administrator for review of the proposed project.
  - (2) Radio transmitters and receivers accessory to an essential service may be located on existing utility poles or light standards within the public right-of-way provided the radio transmitters and receivers comply with the following standards:
    - a. Radio transmitters and receiver devices located on a utility pole/tower or light standard shall be at least 15 feet above grade.
    - b. Radio transmitters and receiver devices shall not exceed 18 inches in length or width or extend more than 18 inches from the pole.
    - c. Antennas may not extend more than 24 inches from the equipment.
    - d. A map shall be submitted showing the location of all proposed radio transmitters and receivers. The map shall be accompanied by a list of all sites referenced by the closest street address or property identification number. The list of sites must also describe the type of pole to be used.
    - e. The applicant shall notify the city of any changes to the approved list prior to erecting or placing any additional equipment in the right-of-way.
    - f. The applicant shall notify the city at the time of permit application of any obstruction that would cause traffic to be rerouted or stopped.
    - g. The applicant shall enter into an encroachment agreement with the city if required.
- (v) Essential service structures (LB/SLB, GB/SGB, M/SM, RC/SRC, BP/SBP, I-1/SI-1, I-2/SI-2, CD, PU/SPU, AG, AP): Provided they shall not be located within 30 feet of any lot line of an abutting residential district.
- (w) Farm animals (within AG, RR, SRR zone) provided:

- (1) All farm and permitted non-domestic animals must be so contained to prevent the animals from escaping onto neighboring properties or injuring the public.
- (2) Enclosed pens, corrals, feed lots, and structures used to house farm and permitted non-domestic animals shall be setback a minimum of 25 feet from the nearest lot line or the applicable accessory structure setback, whichever is greater (said setback shall not apply to open grazing or pasture areas).
- (x) Garage/yard sales (within RR, SRR, R-1, SR-1, SR-1a, R-2, SR-2, R-3, SR-3, R-4, SR-4, LB, SLB, AG)—Temporary: Provided as follows:
  - (1) The sale is not more than four successive days in duration.
  - (2) Not more than three such sales are conducted on the premises in a calendar year.
  - (3) There shall be at least one month between sales on the same premises.
- (y) Gasoline and fuel sales and service establishments including accessory car washes (within GB, SGB zone): Subject to all of the following:
  - (1) Minimum front yard of 30 feet.
  - (2) All operations shall be conducted within the principal building except for vacuuming and gas pumps.
  - (3) A curb six inches above grade shall be provided at any edge of a parking lot abutting a property line which adjoins a public street.
  - (4) The site shall be planned so as not to permit water from a car wash to run into a public street or accesses thereto. A drainage system shall be installed subject to the approval of the city engineer.
  - (5) Pump islands, canopies, and tank vents shall conform to yard requirements or a minimum of 20 feet from a street right-of-way whichever is greater.
- (z) Gasoline station (within CBD zone): No more than one carwash bay and/or two service bays shall be permitted as accessory uses.
- (aa) Golf and country clubs (within residential zones and PU, SPU zone): Other than golf driving ranges and miniature golf courses but including clubhouses provided the site shall be 40 or more acres in size and shall have a direct access to a major street as defined by the city comprehensive plan. Swimming pools, tennis courts, structures and parking shall be located a minimum of 50 feet from all residential property lines.
- (ab) Group homes, foster homes or licensed residential facilities for six or fewer persons (within residential zones, LB, SLB and AG zone): Must be licensed by the state for six or fewer persons.
- (ac) Grower stand (within AG, RR, and SRR zone) are subject to all of the following conditions:
  - a. A grower stand is allowed only if it is accessory to an on-site agricultural operation where farm products and value-added farm products are produced.
  - b. The total sales area of a grower stand shall not exceed 1,500 square feet.
  - c. A grower stand shall comply with the height and setback requirements that apply in the zone in which the property is located.
  - d. No more than 15% of the grower stands sales shall come from off-site agricultural products or value-added farm products.
  - e. Adequate on-site parking for consumers and employees shall be provided. If a grower stand consists of a structure, one off-street parking space shall be provided for each 300 square feet of structural floor area, with a minimum of two parking spaces.
  - f. One sign shall be

- permitted during the operation of the growers stand, with a maximum size of 16 square feet (four feet by four feet). Such sign may contain up to two sides, and shall not encroach on the public right-of-way.
- (ad) Health and fitness club (within LB, SLB zone): Maximum size of structure 3,000 square feet GFA.
  - (ae) Individual manufactured homes with a minimum dimension of less than 24 feet (within AG zone): Provided:
    - (1) They are occupied by members of the family or an employee.
    - (2) Not more than two such units are permitted on each farm.
  - (af) Manufactured housing as defined by Minn. Stat. § 327.31 and further subject to the following:
    - (1) Manufactured homes will conform to Minn. Stat. §§ 327.31—327.35 (the Manufactured Home Building Code, July 1972 to present) and shall bear the state inspectors seal.
    - (2) Manufactured home foundation installations shall comply with the state building codes.
  - (ag) Manufacturing, light (within LB, SLB zone): Subject to the following:
    - (1) Not to exceed a gross floor area of 1,000 square feet with at least one-third of such space to be used for retail sales and display purposes.
    - (2) No outdoor storage permitted.
    - (3) No hazardous materials used in the fabrication of materials.
  - (ah) Manufacturing, light (within GB, SGB, CBD zone): Subject to the following:
    - (1) Not to exceed a gross floor area of 6,000 square feet with at least one-third of such space to be used for retail sales and display purposes.
    - (2) No hazardous materials used in the fabrication of materials.
  - (ai) Multifamily residential (within CBD zone): Shall provide one off-street parking space per unit.
  - (aj) Office—Business (within LB, SLB zone): Maximum size of structure 5,000 square feet GFA.
  - (ak) Outdoor storage (within RR, R-1, SR-1, R-1a, SR-1a, R-2, SR-2 zone): Is accessory to the existing principal use of the property.
  - (al) Outdoor storage (within R-3 SR-3, R-4, SR-4, LB, SLB zone): Subject to the following:
    - (1) All outdoor storage is accessory to the existing principal use of the property, and shall be accommodated within a central storage area.
    - (2) Such outdoor storage area shall not be within a required yard.
    - (3) The storage area shall be screened from view from all public streets and R districts by a wall, fence and/or plant materials providing 90 percent capacity during all seasons of the year to a height above the ground of six feet, in such a manner as described in section 30-594(h).
  - (am) Outdoor storage—Merchandise/material (within GB, SGB, CBD, BP, SBP, I-1, SI-1, I-2, SI-2 zone) is accessory to the existing principal use of the property: Of those items not normally considered to be retail display items, shall be subject to the requirements of section 30-594(h). Such items may include, but shall not be limited to, construction materials, tires, packaged inventory, salvaged/discarded materials, damaged or

disassembled vehicles. This would not include such items as cars, trucks, recreational vehicles, lawn equipment, ornaments, etc., to the extent that the display items conform to the setback requirements for parking lots in the district.

- (an) Outdoor storage of land/sea containers (within all nonresidential zones, including MU and SMU): Shall be allowed on a temporary basis as an accessory use subject to the following:
- (1) A permit shall be obtained prior to the arrival and placement of one or more containers on the site. The permit shall be issued for a maximum of 24 consecutive months in industrial zones and 12 consecutive months in all other nonresidential zones. In unique situations when the lapse of permit and abrupt discontinuance of the land/sea container use will not have a harmful effect upon the principal use of the property, the planning commission may consider approval of a one-time permit term extension, the length of which will be determined by the planning commission, with a maximum extension of no greater than one-year in non-industrial permitted areas. The permit shall identify the number of containers to be placed on the site within the set time period. No permit shall be reissued until at least 18 months has elapsed in industrial zones and six months has elapsed in other nonresidential zones since the expiration of the previous container permit.
  - (2) Containers shall not be stacked and shall be placed on a level, stable surface allowing for adequate drainage at all times.
  - (3) Containers shall not be stored in the front yard of the property or in the required side or rear yard setback areas.
  - (4) All non-industrial properties obtaining more than two permits in three years shall screen any containers from the motoring public or residential neighborhoods immediately adjacent to the property where it is located through fencing, walls or landscaping.
  - (5) Containers shall not be placed on parking spaces required to meet the site's parking demand.
  - (6) Containers shall be placed to provide sufficient access to the container and any buildings on the site for fire fighting purposes.
  - (7) The recipient of the permit shall be the only party allowed to use the container.
  - (8) The containers shall be limited to a maximum square footage of container storage area not to exceed two percent of the gross area of the site on which the container is located. In no cases shall the footprint of all of the containers on a site exceed 3,200 square feet.
- (ao) Pharmacy (within the LB, SLB, MU, SMU zone): Must be accessory to a permitted principal use.
- (ap) Pharmacy (within the M and SM zones): May be accessory to a permitted principal use, or as a stand alone principal use, provided the following:
- (1) The lot, upon which a pharmacy, as a principal use, is to be located, shall not be adjacent to residentially zoned property.
  - (2) Type "C" bufferyard requirements shall be adhered to.
  - (3) No greater than five percent of the gross floor area of the structure shall be

utilized for the display and sale of merchandise which is not either medication or medical/health care supplies.

- (aq) Private noncommercial recreation (within residential zones and LB, SLB zone): Including tennis courts, hot tubs and swimming pools provided they are located no nearer the front lot line than the principal structure and are not less than ten feet from a property line. Swimming pools shall be completely enclosed with a six-foot high protective fence and a latching gate.
- (ar) Professional, scientific, and technical services (within the LB, SLB zone): Maximum size of structure 5,000 square feet GFA.
- (as) Recycling center (within GB, SGB zone): All outdoor storage of equipment, except automobiles and trucks up to two-ton, and materials/supplies shall be screened from public view as per the requirements of section 30-594(h).
- (at) Restaurant (within the M, SM zone): Must be accessory to a permitted principal use; no sale of alcoholic beverages.
- (au) Restaurant (within the RC, SRC zone): Must be accessory to a permitted principal use.
- (av) Retail—General sales and service (within the LB, SLB zone): Maximum size of structure shall be limited to 3,000 square feet gross floor area, and no more than 1,000 square feet GFA of retail sales space.
- (aw) Retail—General sales and service (within the AP zone): Shall be permitted to occupy up to 25 percent of the gross floor area in the main terminal building, and shall not have signs visible from the public street right-of-way.
- (ax) Salon/barbershop (within the LB, SLB zone): Maximum size of structure shall be limited to 3,000 square feet gross floor area.
- (ay) Salon/barbershop (within the R-3, SR-3, R-4, SR-4 zone): Must be accessory to a permitted principal use.
- (az) Satellite dishes and solar energy systems/collectors (within all zones): Provided they comply with the yard and height requirements for principal buildings. Where a rear yard abuts a lake or stream, satellite dishes and solar collectors shall not be permitted between the water body and the principal building.
- (ba) Schools—Elementary through secondary (within RR, SRR, R-1, SR-1, R-1a, SR-1a, R-2, SR-2, R-3, SR-3, R-4, SR-4 zone): Subject to the following:
  - (1) Small schools within existing buildings: Schools for 25 or fewer students shall be permitted within the existing principal church or religious building provided that:
    - a. Alterations: There shall be no external alteration of the building(s) or grounds to reflect school usage.
    - b. Parking: There shall be sufficient parking within the existing parking lot to accommodate off-street parking as required by section 30-628.
  - (2) Primary, middle or secondary schools:
    - a. Minimum site area: One-acre.
    - b. Minimum yards: 30 feet from all R district lot lines or the minimum for the district, whichever is greater.
    - c. All other requirements of the zoning district are met.
    - d. The use shall be subject to the site development standards in division

7, and for bufferyard purposes shall be treated as an R-3 property.

- (bb) Shooting ranges (within RC zone): Subject to the following:
- (1) All shooting ranges shall be subject to the standards set forth in Minn. Stat. ch. 87A, as may be amended.
  - (2) Shooting activities and discharge of firearms shall be limited to 7:00 a.m. to 10:00 p.m. daily.
  - (3) All shooting ranges shall comply with the minimum standards for range design, location, management, operation, noise abatement and safety listed in the National Rifle Association's Range Sourcebook, 1999; or successor sourcebook.
  - (4) No part of any shooting range may be located within 500 feet of any residential dwelling, commercial or industrial building or other structure used for human occupancy.
  - (5) There shall be no discharge of lead shot into any wetland.
- (bc) Senior housing with services (within RR, R-1 and R-2 zone): Subject to the following:
- (1) For six or fewer persons, said use shall be licensed by the State of Minnesota for six or fewer persons.
  - (2) For seven to eight persons, in situations when the area of the lot upon which the proposed use is to be located is equal to or less than two acres, the use will be considered as a conditional use, and, as such will require the issuance of a conditional use permit by the city.
  - (3) For nine to 16 persons, the maximum density of the proposed use shall not exceed four persons per acre.
- (bd) Temporary buildings (within all zones): Incidental to construction work on the premises. Such buildings shall be removed upon completion or abandonment of such work or within the period of one-year from the establishment of the building whichever is the lesser.
- (be) Temporary outdoor sales (within GB, SGB, CBD, MU, SMU, PU, SPU zone): Subject to all of the following:
- (1) The sale is conducted by the owner or lessee of the premises, or with his written permission.
  - (2) The sale is no longer than four months in duration.
  - (3) The setbacks for a parking lot in that district shall be met for the storage and display of all merchandise and equipment used for the sale.
  - (4) One sign shall be permitted per vendor, with a maximum size of 16 square feet (four feet by four feet). Such sign may contain up to two sides. Off-premises signs shall not be permitted.
  - (5) Parking demand shall be sufficiently met. If the use of parking spaces by the temporary outdoor sales results in insufficient parking for the area, the temporary outdoor sales area must be reduced to ensure sufficient parking supply.
- (bf) Vending machines (within LB, SLB, GB, SGB, CBD, MU, SMU, M, SM, SRC, I-1, SI-1, I-2, SI-2, PU, SPU, AP zone): Subject to the following:
- (1) Must be accessory to a permitted principal use.

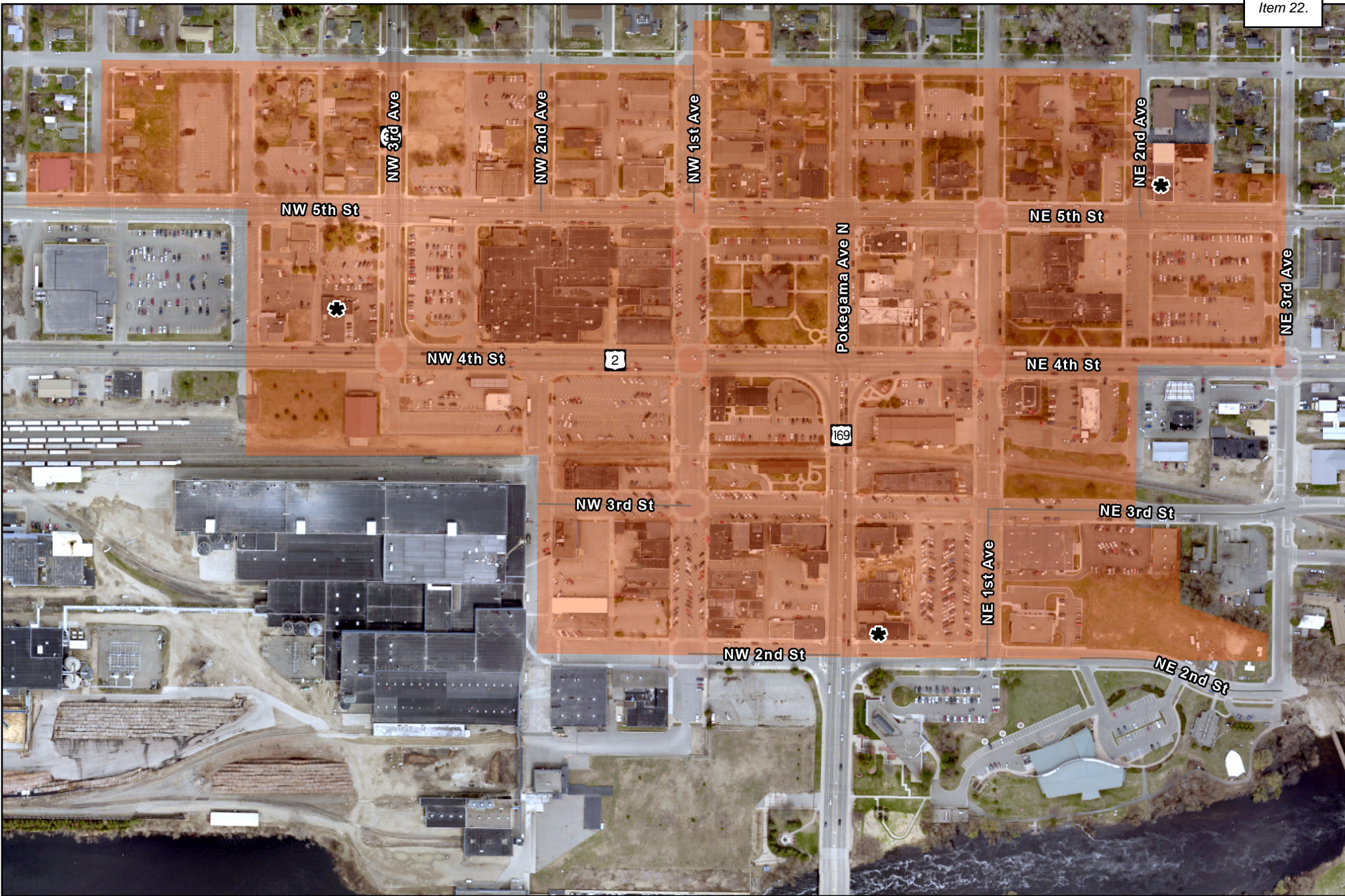
- (2) Must conform to setback requirements of principal structure.
- (3) Must be located adjacent to principal structure.
- (bg) Veterinary services (within CBD zone): Limited to domestic animals only.
- (bh) Veterinary services (within BP, SBP zone): All animals shall be housed indoors.
- (bi) Video arcades (within GB, SGB, and CBD zone): Subject to the following:
  - (1) Any arcade with 15 or more machines shall have an adult supervisor on the premises during all hours of operation.
  - (2) No arcade shall be operated within 500 feet of a school, church or residence.
- (bj) Warehouse—General (within PU, SPU zone): Limited to the indoor storage of private recreational vehicles. Warehouse space shall not be leased, rented or sold for commercial purposes or uses.
- (bk) Woodpiles: Are maintained in a neat, safe and orderly fashion and further provided that they are not stored in the front yard or nearer the front lot line than the principal building, or less than five feet from any other lot line.

(Code 1978, § 23.5(H); Ord. No. 06-03-02, 3-27-2006; Ord. No. 07-03-06, § 2(Exh. A), 3-27-2007; Ord. No. 12-06-07, Exh. E, 6-11-2012; Ord. No. 12-12-11, Exh. C, 12-17-2012; Ord. No. 13-10-12, 10-28-2013; Ord. No. 16-05-05, Exhs. B, D, 5-23-2016; Ord. No. 17-04-02, 4-24-2017)



# Grand Rapids Central Business District

Item 22.



- Central Business
- \* - Businesses that are classified as Auto repair / service use within the CBD





**Petition for Text Amendment to the Zoning Ordinance**

Community Development Department  
420 North Pokegama Ave.  
Grand Rapids, MN 55744  
Tel. (218) 326-7601 Fax (218) 326-7621  
Web Site: www.cityofgrandrapidsmn.com

The undersigned do hereby respectfully request the following be granted by support of the following facts herein shown:

Keith Still  
Name of Applicant

91-415-3330  
Tax Parcel #\*\*1

403 NW 3<sup>rd</sup> AVE  
Address

Grand Rapids MN 56744  
City State Zip

218-326-9855  
Business Telephone/E-Mail Address

Keith@jacksautoserviceGR.com

*\*1 City Code Section 30-454(a) requires a request to amend the text of the City Zoning Ordinance be made by a person, firm or corporation owning real estate in the city. Please provide the tax parcel number of property in your ownership as verification.*

I(we) certify that, to the best of my(our) knowledge, information, and belief, all of the information presented in this application is accurate and complete and includes all required information and submittals.

Keith Still  
Signature(s) of Applicant(s)

10/6/21  
Date

**Office Use Only**

Date Received 10/6/21 Certified Complete 10/6/2021 Fee Paid \$505<sup>00</sup>

Planning Commission Recommendation: Approved \_\_\_\_\_ Denied \_\_\_\_\_

Meeting Date 10/18/21

City Council Action: Approved \_\_\_\_\_ Denied \_\_\_\_\_

Meeting Date 10/25/21

**Required Submittals:**

Application Fee - \$505.00 \*2

\*2The application fees charged are used for postage to mail the required notices to adjacent properties, publication of the public hearing notice in the Grand Rapids Herald Review, and for a small portion of staff time for case review and preparation of documents. It is the policy of the City of Grand Rapids to require applicants for land use approvals to reimburse the City for costs incurred by the City in reviewing and acting upon applications, so that these costs are not borne by the taxpayers of the City.

**Explanation of Request:**

A. Please List the Section(s) of Article VI, Chapter 30 of the City Code (Zoning Ordinance) for which amendment is requested: Section 30-51a Table-1 Table of Permitted Uses

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

B. Please provide a written statement that explains the request: We have outgrown our current facility. I would like to add on two more work spaces and add storage for inventory and equipment. By doing so, we will be able to reduce the total number of buildings on the property.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

C. Any additional information that the Petitioner would like to supply: We have been in this location for 34 years and have always focused on maintaining a well kept facility by making improvements so as not to be a negative distraction to the neighborhood.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Justification of Proposed Text Amendment:** Please answer all of the following questions (attach additional pages if needed). The Planning Commission will consider these questions and responses, and other issues (see attached list) in making their findings of fact and recommendation on the proposed rezoning.

A. How does the proposed Text Amendment conform to the City's Comprehensive Plan? I believe the plan is in place to safeguard the functionality and beautification of the city. I think moving ahead with this project will improve beautification without infringing on the goals of the city's plan.

B. How does the proposed Text Amendment(s) preserve the spirit and intent of the Zoning Ordinance? Zoning ordinances need to be reviewed and updated over time. The needs of the property owners and the community change with progress and growth. Modifications are sometimes needed to meet these demands.

C. What effect will the proposed Text Amendments have on the growth and development of existing neighborhoods, other lands in the proposed district, commercial and industrial neighborhoods?

By expanding we will be able to create 3 new full-time jobs. The expansion will help us meet the needs of our growing community of both residential and commercial customers.

**Additional Instructions:**

Prior to submitting your Petition, you will need to arrange for one or more preliminary meetings with the Director of Community Development. This meeting is intended to ensure that the proposed application is complete, to answer any questions the applicant may have, discuss meeting schedules and, if applicable, the scope of the required submittals.

**Findings for Approval:**

The Planning Commission, in formulating its recommendation, and the City Council, in support of its action will make findings of fact based on their responses to the following list of considerations:

- Will the change affect the character of the neighborhoods?
- Would the change foster economic growth in the community?
- Would the proposed change be in keeping with the spirit and intent of the ordinance?
- Would the change be in the best interest of the general public?
- Would the change be consistent with the Comprehensive Plan?

**INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED**

More information may be requested by the City of Grand Rapids Planning Commission or City Council, if deemed necessary to properly evaluate your request. The lack of information requested may be in itself sufficient cause to deny an application. Completed applications required to be submitted to the Grand Rapids Community Development Department by the 15th of the month.



CITY OF  
**GRAND RAPIDS**  
 IT'S IN MINNESOTA'S NATURE

## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** October 25, 2021

**AGENDA ITEM:** Consider the recommendation of the Planning Commission regarding the adoption of an ordinance, adding the *Automotive/Recreational Vehicle (Repair/Service)* use, as a use permitted with restrictions, within the CBD (Central Business District) zoning district.

**PREPARED BY:** Eric Trast, Community Development Department

---

### BACKGROUND:

After the public hearing on this matter, the City Council will want to consider the public testimony received and review the recommendation put forward by the Planning Commission.

The Council can accept the recommendation of the Planning Commission, if they are in agreement with it, and adopt the ordinance as prepared, or the Council can make its own findings to support its reasons for approving or denying the text amendment.

### REQUESTED COUNCIL ACTION:

Consider the recommendation of the Planning Commission regarding the adoption of an ordinance, amending Article VI *Zoning* within Chapter 30 *Land Development Regulations* , by adding the Automotive/Recreational Vehicle (Repair/Service) use, as a use permitted with restrictions, within the CBD (Central Business District); and authorize its publication in summary form.

**CITY OF GRAND RAPIDS  
ORDINANCE 21-10-07**

**AN ORDINANCE AMENDING SECTIONS OF CHAPTER 30 LAND  
DEVELOPMENT REGULATIONS ADDING THE  
AUTOMOTIVE/RECREATIONAL VEHICLE (REPAIR/SERVICE) USE WITHIN  
THE CBD (CENTRAL BUSINESS DISTRICT) ZONING DISTRICT**

**WHEREAS**, the Planning Commission on October 18, 2021 reviewed draft amendments to both Section 30-512 Table-1 Permitted Uses and Section 30-564 Uses with Restrictions of the Zoning Ordinance and made certain findings of fact, that the addition of the Automotive/Recreational Vehicle (repair/service), as a use permitted with restrictions, within the CBD (Central Business District) zoning district, was consistent with the Comprehensive Plan and would be in the best interest of the public's health, safety, and general welfare, and recommended that the City Council adopt the amendment to the above referenced portions of Article VI of Chapter 30 of the City Code; and

**WHEREAS**, the City Council conducted a public hearing on Monday, October 25, 2021 at 5:30 p.m., to consider the amendments; and

**WHEREAS**, the City Clerk presented the affidavit of publication of the notice of the public hearing; and

**WHEREAS**, the City Council has heard all persons who wished to be heard in regards to the proposed text amendments.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GRAND RAPIDS, MINNESOTA**, that it adopts the Planning Commission's following findings of fact relative to the amendments to provisions within Chapter 30 Land Development Regulations, of the City Code:

- The amendments will not have an adverse effect on the character of neighborhoods, as the amendments will provide for orderly development and potential expansion of businesses.
- The amendments would foster economic growth in the community, through new expansion and additional jobs.
- That the amendments would be in keeping with the spirit and intent of the Zoning Ordinance, by allowing for orderly development.
- That the amendments would be in the best interest of the general public.
- That the amendments would be consistent with the Comprehensive Plan, as the amendments will allow for business expansion opportunities.

**NOW THEREFORE, BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF GRAND RAPIDS, MINNESOTA** that the petitioned amendments to the City Code are in the best interest of the public’s health, safety, and general welfare, and hereby ordains that the Grand Rapids City Code be amended as follows: This Ordinance shall become effective after its passage and publication.

**SECTION 1: AMENDMENT** “Table 1 Permitted Uses” of the Grand Rapids Municipal Code is hereby *amended* as follows:

AMENDMENT

Table 1 Permitted Uses

R R / S R R	R-1/ R-1a SR-1/ SR-1a	R-2/ S R-2	R-3/ S R-3	R-4/ S R-4	L B / S L B	G B/ S G B	C B D	M U/ S M U	M / S M	R C / S R C	B P/ S B P	I-1/ S I-1	I-2/ S I-2	C D	P U / S P U	A G	A P	LISTING OF USES IN ZONING DISTRICTS
																	RESIDENTIAL	
P	P	P	P	P	P											P		single-family detached
		P	P	P	P											P		twin home attached
		P	P	P	P			P										two-family attached
																R		manufactured home < 24' wide
					P	P	R									P		accessory apartments
P	P	P																rooming house 6 or fewer roomers
			P	P	P													rooming house 7 or more roomers
		R	R	R	P	P	P									P		bed and breakfast accommodations
			P	P	P	P	R	P										multifamily
		C U	C U															manufactured home



		P	P															park	
			P		P			P	P	P								congregate housing	
	R	R	R	R	R	R	R	R	R								R	R	emergency housing facility
SENIOR HOUSING WITH SERVICES																			
R	R	R	P	P	P					P								6 or fewer persons	
R	R	R	P	P	P					P								7 to 8 persons	
R	R	R	P	P	P					P								9 to 16 persons	
			P	P	P													17 or more persons	
GROUP HOMES, FOSTER HOMES AND RESIDENTIAL TREATMENT CENTERS																			
R	R	R	R	R	R												R	6 or fewer persons	
			P	P	P								P				P	7 to 16 persons	
				P	P			P	P	P				P				17 or more persons	
DAY CARE/NURSERY																			
P	P	P	P	P	P	P	P	P	P	R			P	R	R		P	P	14 or fewer persons
R	R	R	R	R	P	P	P	P	R				P	R	R		P	P	15 or more persons
MISCELLANEOUS RESIDENTIAL USES																			
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	accessory buildings
R	R	R	R	R	R													R	garage/yard sales
R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	essential services
R	R	R	R	R	R						R							P	outdoor storage
R	R	R	R	R	R													P	private recreation
R	R	R	R	R														P	woodpiles
R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	temporary buildings
R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	P	P	satellite dish/solar

																							collectors				
R	R		R	R	R																		R	home occupations			
																						COMMERCIAL					
																							P	aviation related commercial operation			
																						AGRICULTURAL SALES AND SERVICE					
																							P	kennels			
																									P P	pet shops	
																									P R R	veterinary services	
R																								R	farm animals		
																									P	farm equipment	
																									P	feed, grain, supplies	
R																								R	growers stand		
																						AUTOMOTIVE/ RECREATIONAL VEHICLES					
																										P	sales: new or used
																										R R	repair/service
																										R	car/truck wash
																										R R	gasoline stations
																										C U P	junk/salvage yard
																										P	auto-truck fleet storage
																										P	transportation dispatch and storage
																						CONSTRUCTION					
																										R P P	construction material suppliers

						R						R	R					contractor's yard, materials storage
						P												equipment/truck sales and service
						R												equipment and/or tool rental
FINANCIAL INSTITUTIONS																		
						R	P	P										bank, savings and loan, loan agency, etc.
FOOD SERVICE																		
						P	P	P	R	R								restaurant
						R	R	R	R	R			R	R		R	R	vending machines
HEALTH CARE																		
						P	P	P	P	P						R		clinic (outpatient treatment centers)
									P	P								hospitals
C U P	CUP	C U P	C U P	C U P	C U P	C U P	C U P	C U P	C U P	C U P	C U P	C U P	C U P	C U P	C U P	C U P	C U P	interim use
						R	P	P				P					P	office - business
						R	P	P	P	P		P					P	professional, scientific, and technical services
						R	P	P	P	P		P						administrative and support services
RECREATION/ENTE RTAINMENT																		
						P	P											indoor
						R	P	P		P		P				P		health & fitness club
R						R	R	R	R								R	clubs, lodges, membership organizations, etc.
						C U					P			C U	C U	C U		recreation facility, commercial - outdoor

						P									P	P	P		
										R									shooting range
										P									off-road motorized sport vehicle trails
						R	R												video arcades
						P	P				P								communication services
RETAIL																			
						R	P	P										R	general sales and services (see definition)
							C	U	P										general sales and services (see definition), greater than 70,000 sq. ft. building footprint
							P	P										P	nursery, landscaping
							P												grocery stores
							P	P											hotels and motels
							P	P		P	P								medical equipment and supplies (see definition)
						R	P	P	R	R									pharmacy
							R	R	R								R	P	temporary outdoor sales
							R	R				R							brewery/distillery/winery
							P	P				P							taproom/tasting room
			R	R	R		P	P				P							salon/barber shop
SCHOOLS PUBLIC AND PRIVATE																			
R	R		R	R	R												P		elementary - secondary
																			educational service

					R	P	P							P					institution
						P	P								P	P			post high schools and colleges
																	WAREHOUSE		
						P						P	P	P		R			general
						P								P					mini storage
						P							P	P	P				motor freight terminal
						R	R	R	R	R	R	R	R	R	R	R	R	R	outdoor storage of land/sea containers
																	PUBLIC/SEMI-PUBLIC		
P	P		P	P	P											P	P		athletic facilities - public
																	P	P	cemeteries
R	R		R	R	R	R	R	R										P	churches
								P	P								P		cultural facilities (art galleries, libraries, museums)
R	R		R	R	R						P						R	P	golf and country clubs
													P	P			P		water sewage treatment
											C	U	P	C	U	P	C	U	telecommunications towers
P	P		P	P	P	P	P	P	P	P	P	P	P	P		P	P	P	treatment, power substations, neighborhood parks
C	U	P	C	U	P	C	U	P	C	U	P	C	U	P	R	R	C	U	essential services structure
																			jail, detention center, and juvenile detention center
														C	U	P			

																TRANSPORTATION			
												P	P	P			P	P	major (terminals, hangers, switching yards, sidings, runways, heliports)
P		P	P	P	P	P	P	P	P	P		P	P	P	P	P	P	P	minor (railroad, rights-of-way, streets, transit shelters)
																INDUSTRIAL			
						P							P						monument work/sales
													P			P		P	military post
					R	R	R					P	P	P					manufacturing, light
													P	P					manufacturing, heavy
												P	P	P					light industrial activities not listed
													P	P					heavy industrial activities not listed
						R							P						recycling center
						P						P	P						wholesale distribution facility

				R	R	R				R	R	R					outdoor storage (merchandise/material)
C U P									C U P		C U P	C U P		C U P			mining of sand and gravel

**SECTION 2: AMENDMENT** “30-564 Uses With Restrictions” of the Grand Rapids Municipal Code is hereby *amended* as follows:

AMENDMENT

30-564 Uses With Restrictions

The following restrictions apply in this article as indicated:

- (a) Accessory apartments (within the CBD zone): Shall be required to have one off-street parking stall per unit.
- (b) Administrative and support services (within the LB, SLB zone): Maximum size of structure 5,000 square feet GFA.
- (c) Automotive/RV repair (within CBD, GB, SGB, BP, SBP zone) provided:
  - (1) No repair work shall take place outside of the principal structure; and
  - (2) Any damaged or disassembled (partially or wholly) vehicle stored overnight shall be kept in an enclosure screening the vehicle and/or other materials from public view in such manner as described in section 30-594(h).
- (d) Bank, savings and loan, or loan agency (within the LB, SLB zone): Maximum size of structure 2,000 square feet GFA.
- (e) Bed and breakfast facilities (within R-2, SR-2 zones) provided:
  - (1) One off-street parking space is provided for each guestroom in addition to the minimum number required for residential and any other permitted uses.
  - (2) The facility shall be limited to providing service to four persons, excluding children under 12 accompanied by a parent; provided that service to up to ten persons may be allowed in an R-2 zone by conditional use permit.
  - (3) The facility shall not have more than two guestrooms; provided that up to five guestrooms may be allowed in an R-2 zone by conditional use permit.
  - (4) Signs identifying bed and breakfast facilities shall not exceed three square feet in area. This provision shall take precedence over any less restrictive sign regulations in this article.
- (f) Bed and breakfast facilities (within R-3, SR-3, R-4, SR-4 zone): Same restrictions as the R-2 zone, except that the facility may serve up to ten persons, but shall not have more than five guestrooms.
- (g) Brewery/distillery/winery use (within CBD, GB zone): Provided as follows:

- (1) Ten thousand square feet or less gross floor area.
- (2) Must be co-located with taproom/tasting room use.
- (h) Brewery/distillery/winery use (within BP zone). Provided as follows:
  - (1) Greater than 10,000 sq. ft. gross floor area.
- (i) Car, truck and equipment cleaning establishments (within GB, SGB zone): Subject to the special restrictions established for gasoline and fuel sales and service establishments. See subsection (25). In addition, the vehicle entrance door shall be no more than ten feet high.
- (j) Churches and similar places of worship provided as follows (within RR, SRR, R-1, SR-1, R-1a, SR-1a, R-2, SR-2, R-3, SR-3, R-4, SR-4, LB, SLB, GB, SGB, CBD zone):
  - (1) No principal building shall be located within 30 feet of any lot line of an abutting lot in an R district;
  - (2) The site shall be at least one-acre in size; and
  - (3) The use shall be subject to the site development standards defined in division 7, and for bufferyard purposes shall be treated as an R-3 property.
- (k) Clinic (within the PU, SPU zones): Must be accessory to a permitted principal use.
- (l) Clubs, lodges and membership organizations (within RR, LB, GB, SGB, CBD, MU, SMU, and AG zone):
  - (1) Within GB, SGB, CBD, MU and SMU, may not be located closer than 600 feet to any school.
  - (2) Within RR, LB and AG districts, no commercial (retail or service) uses shall be conducted as part of the organization's operations from the site.
- (m) Contractor's yard, material storage (within the GB, SGB, I-1, SI-1, I-2 and SI-2 zone): All outdoor storage of equipment, except automobiles and trucks up to two-ton, and materials/supplies shall be screened from public view as per the requirements of section 30-594(h).
- (n) Construction material suppliers (within LB, SLB zone): Maximum size of structure shall be limited to 3,000 square feet gross floor area, and no more than 1,000 square feet GFA of retail sales space.
- (o) Customary home occupations are subject to all of the following conditions:
  - (1) Home occupations shall be conducted solely by persons residing in the residence.
  - (2) All business activity and storage shall take place within the interior of the residence and shall not take place in an accessory building or buildings.
  - (3) There shall be no alteration to the exterior of the residential dwelling, accessory building or yard that in any way alters the residential character of the premises.
  - (4) No sign, display, or device identifying the occupation shall be used.
  - (5) The occupation shall not be visible or audible from any property line.
  - (6) Such occupation shall not involve the retail sale or rental of products on the premises.
  - (7) No vehicle used in the conduct of the occupation shall be parked, stored or otherwise present at the premises other than such as is customarily used for



- domestic or household purposes such as a van or three-quarter-ton truck.
- (8) Only on-site off-street parking facilities normal for a residential use shall be used.
- (9) The use of substances that may be hazardous to the health, safety or welfare of neighbors and neighboring property shall not be used in the conduct of a home occupation.
- (p) Day care centers (within MU, SMU, M, SM, I-1, SI-1, I-2, SI-2 zone): Must be accessory to a permitted use and available only for employees of that permitted use.
- (q) Day care centers for 15 or more persons (within the RR, SRR, R-1, SR-1, R-1a, SR-1a, R-2, SR-2, R-3, SR-3, R-4, SR-4 zone): Licensed by the state within elementary, junior high and senior high schools and religious institutions.
- (r) Educational services institution (within the LB, SLB zone): Maximum size of structure 5,000 square feet GFA.
- (s) Emergency housing facility (within R-1, R-2, R-3, SR-3, R-4, SR-4, LB, SLB, GB, PU, SGB, CBD, MU, SMU, AG zone): Provided as follows:
- (1) Facility shall provide detailed program information including goals, policies, site plan, building plan, staffing pattern, target capacity, security measures, and emergency management plan.
  - (2) The facility shall not be located in a two-family or multifamily dwelling unless it occupies the entire structure.
  - (3) The facility shall be limited to no more than 16 residents in residential zoning districts or 32 residents in nonresidential districts without a conditional use permit.
  - (4) Existing residential structures used for an emergency housing facility shall not be externally altered so that the original residential character of the structure is compromised unless approved by the city council.
  - (5) No on-street parking shall be allowed. Adequate off-street parking shall be required by the city based on the staff and resident needs of the specific facility. Private driveways shall be of adequate width to accommodate effective vehicle circulation. Emergency vehicle access shall be available at all times.
  - (6) Landscaping and buffering shall be provided consistent with the requirements contained in section 30-594.
  - (7) Signage of the emergency housing facility shall be limited to the provisions of division 10 based on the zoning district in which it is located.
  - (8) Emergency housing within the R-1 and R-2 districts shall be as accessory uses to the principle use.
- (t) Equipment and/or tool rental (within the GB, SGB zone): All outdoor storage of equipment, except automobiles and trucks up to two ton, and materials/supplies shall be screened from public view as per the requirements of section 30-594(h).
- (u) Essential services (within all zones): Provided as follows:
- (1) Prior to the installation, the owner files with the city engineer/zoning administrator all maps, sketches or diagrams and other pertinent information as deemed necessary by the city engineer/zoning administrator for review of the proposed project.

- (2) Radio transmitters and receivers accessory to an essential service may be located on existing utility poles or light standards within the public right-of-way provided the radio transmitters and receivers comply with the following standards:
- a. Radio transmitters and receiver devices located on a utility pole/tower or light standard shall be at least 15 feet above grade.
  - b. Radio transmitters and receiver devices shall not exceed 18 inches in length or width or extend more than 18 inches from the pole.
  - c. Antennas may not extend more than 24 inches from the equipment.
  - d. A map shall be submitted showing the location of all proposed radio transmitters and receivers. The map shall be accompanied by a list of all sites referenced by the closest street address or property identification number. The list of sites must also describe the type of pole to be used.
  - e. The applicant shall notify the city of any changes to the approved list prior to erecting or placing any additional equipment in the right-of-way.
  - f. The applicant shall notify the city at the time of permit application of any obstruction that would cause traffic to be rerouted or stopped.
  - g. The applicant shall enter into an encroachment agreement with the city if required.
- (v) Essential service structures (LB/SLB, GB/SGB, M/SM, RC/SRC, BP/SBP, I-1/SI-1, I-2/SI-2, CD, PU/SPU, AG, AP): Provided they shall not be located within 30 feet of any lot line of an abutting residential district.
- (w) Farm animals (within AG, RR, SRR zone) provided:
- (1) All farm and permitted non-domestic animals must be so contained to prevent the animals from escaping onto neighboring properties or injuring the public.
  - (2) Enclosed pens, corrals, feed lots, and structures used to house farm and permitted non-domestic animals shall be setback a minimum of 25 feet from the nearest lot line or the applicable accessory structure setback, whichever is greater (said setback shall not apply to open grazing or pasture areas).
- (x) Garage/yard sales (within RR, SRR, R-1, SR-1, SR-1a, R-2, SR-2, R-3, SR-3, R-4, SR-4, LB, SLB, AG)—Temporary: Provided as follows:
- (1) The sale is not more than four successive days in duration.
  - (2) Not more than three such sales are conducted on the premises in a calendar year.
  - (3) There shall be at least one month between sales on the same premises.
- (y) Gasoline and fuel sales and service establishments including accessory car washes (within GB, SGB zone): Subject to all of the following:
- (1) Minimum front yard of 30 feet.
  - (2) All operations shall be conducted within the principal building except for vacuuming and gas pumps.
  - (3) A curb six inches above grade shall be provided at any edge of a parking lot abutting a property line which adjoins a public street.

- (4) The site shall be planned so as not to permit water from a car wash to run into a public street or accesses thereto. A drainage system shall be installed subject to the approval of the city engineer.
- (5) Pump islands, canopies, and tank vents shall conform to yard requirements or a minimum of 20 feet from a street right-of-way whichever is greater.
- (z) Gasoline station (within CBD zone): No more than one carwash bay and/or two service bays shall be permitted as accessory uses.
- (aa) Golf and country clubs (within residential zones and PU, SPU zone): Other than golf driving ranges and miniature golf courses but including clubhouses provided the site shall be 40 or more acres in size and shall have a direct access to a major street as defined by the city comprehensive plan. Swimming pools, tennis courts, structures and parking shall be located a minimum of 50 feet from all residential property lines.
- (ab) Group homes, foster homes or licensed residential facilities for six or fewer persons (within residential zones, LB, SLB and AG zone): Must be licensed by the state for six or fewer persons.
- (ac) Grower stand (within AG, RR, and SRR zone) are subject to all of the following conditions:
  - a. A grower stand is allowed only if it is accessory to an on-site agricultural operation where farm products and value-added farm products are produced.
  - b. The total sales area of a grower stand shall not exceed 1,500 square feet.
  - c. A grower stand shall comply with the height and setback requirements that apply in the zone in which the property is located.
  - d. No more than 15% of the grower stands sales shall come from off-site agricultural products or value-added farm products.
  - e. Adequate on-site parking for consumers and employees shall be provided. If a grower stand consists of a structure, one off-street parking space shall be provided for each 300 square feet of structural floor area, with a minimum of two parking spaces.
  - f. One sign shall be permitted during the operation of the growers stand, with a maximum size of 16 square feet (four feet by four feet). Such sign may contain up to two sides, and shall not encroach on the public right-of-way.
- (ad) Health and fitness club (within LB, SLB zone): Maximum size of structure 3,000 square feet GFA.
- (ae) Individual manufactured homes with a minimum dimension of less than 24 feet (within AG zone): Provided:
  - (1) They are occupied by members of the family or an employee.
  - (2) Not more than two such units are permitted on each farm.
- (af) Manufactured housing as defined by Minn. Stat. § 327.31 and further subject to the following:
  - (1) Manufactured homes will conform to Minn. Stat. §§ 327.31—327.35 (the Manufactured Home Building Code, July 1972 to present) and shall bear the state inspectors seal.
  - (2) Manufactured home foundation installations shall comply with the state building codes.
- (ag) Manufacturing, light (within LB, SLB zone): Subject to the following:
  - (1) Not to exceed a gross floor area of 1,000 square feet with at least one-third of such space to be used for retail sales and display purposes.

- (2) No outdoor storage permitted.
- (3) No hazardous materials used in the fabrication of materials.
- (ah) Manufacturing, light (within GB, SGB, CBD zone): Subject to the following:
  - (1) Not to exceed a gross floor area of 6,000 square feet with at least one-third of such space to be used for retail sales and display purposes.
  - (2) No hazardous materials used in the fabrication of materials.
- (ai) Multifamily residential (within CBD zone): Shall provide one off-street parking space per unit.
- (aj) Office—Business (within LB, SLB zone): Maximum size of structure 5,000 square feet GFA.
- (ak) Outdoor storage (within RR, R-1, SR-1, R-1a, SR-1a, R-2, SR-2 zone): Is accessory to the existing principal use of the property.
- (al) Outdoor storage (within R-3 SR-3, R-4, SR-4, LB, SLB zone): Subject to the following:
  - (1) All outdoor storage is accessory to the existing principal use of the property, and shall be accommodated within a central storage area.
  - (2) Such outdoor storage area shall not be within a required yard.
  - (3) The storage area shall be screened from view from all public streets and R districts by a wall, fence and/or plant materials providing 90 percent capacity during all seasons of the year to a height above the ground of six feet, in such a manner as described in section 30-594(h).
- (am) Outdoor storage—Merchandise/material (within GB, SGB, CBD, BP, SBP, I-1, SI-1, I-2, SI-2 zone) is accessory to the existing principal use of the property: Of those items not normally considered to be retail display items, shall be subject to the requirements of section 30-594(h). Such items may include, but shall not be limited to, construction materials, tires, packaged inventory, salvaged/discarded materials, damaged or disassembled vehicles. This would not include such items as cars, trucks, recreational vehicles, lawn equipment, ornaments, etc., to the extent that the display items conform to the setback requirements for parking lots in the district.
- (an) Outdoor storage of land/sea containers (within all nonresidential zones, including MU and SMU): Shall be allowed on a temporary basis as an accessory use subject to the following:
  - (1) A permit shall be obtained prior to the arrival and placement of one or more containers on the site. The permit shall be issued for a maximum of 24 consecutive months in industrial zones and 12 consecutive months in all other nonresidential zones. In unique situations when the lapse of permit and abrupt discontinuance of the land/sea container use will not have a harmful effect upon the principal use of the property, the planning commission may consider approval of a one-time permit term extension, the length of which will be determined by the planning commission, with a maximum extension of no greater than one-year in non-industrial permitted areas. The permit shall identify the number of containers to be placed on the site within the set time period. No permit shall be reissued until at least 18 months has elapsed in industrial zones and six months has elapsed in other nonresidential zones since

- the expiration of the previous container permit.
- (2) Containers shall not be stacked and shall be placed on a level, stable surface allowing for adequate drainage at all times.
  - (3) Containers shall not be stored in the front yard of the property or in the required side or rear yard setback areas.
  - (4) All non-industrial properties obtaining more than two permits in three years shall screen any containers from the motoring public or residential neighborhoods immediately adjacent to the property where it is located through fencing, walls or landscaping.
  - (5) Containers shall not be placed on parking spaces required to meet the site's parking demand.
  - (6) Containers shall be placed to provide sufficient access to the container and any buildings on the site for fire fighting purposes.
  - (7) The recipient of the permit shall be the only party allowed to use the container.
  - (8) The containers shall be limited to a maximum square footage of container storage area not to exceed two percent of the gross area of the site on which the container is located. In no cases shall the footprint of all of the containers on a site exceed 3,200 square feet.
- (ao) Pharmacy (within the LB, SLB, MU, SMU zone): Must be accessory to a permitted principal use.
- (ap) Pharmacy (within the M and SM zones): May be accessory to a permitted principal use, or as a stand alone principal use, provided the following:
- (1) The lot, upon which a pharmacy, as a principal use, is to be located, shall not be adjacent to residentially zoned property.
  - (2) Type "C" bufferyard requirements shall be adhered to.
  - (3) No greater than five percent of the gross floor area of the structure shall be utilized for the display and sale of merchandise which is not either medication or medical/health care supplies.
- (aq) Private noncommercial recreation (within residential zones and LB, SLB zone): Including tennis courts, hot tubs and swimming pools provided they are located no nearer the front lot line than the principal structure and are not less than ten feet from a property line. Swimming pools shall be completely enclosed with a six-foot high protective fence and a latching gate.
- (ar) Professional, scientific, and technical services (within the LB, SLB zone): Maximum size of structure 5,000 square feet GFA.
- (as) Recycling center (within GB, SGB zone): All outdoor storage of equipment, except automobiles and trucks up to two-ton, and materials/supplies shall be screened from public view as per the requirements of section 30-594(h).
- (at) Restaurant (within the M, SM zone): Must be accessory to a permitted principal use; no sale of alcoholic beverages.
- (au) Restaurant (within the RC, SRC zone): Must be accessory to a permitted principal use.
- (av) Retail—General sales and service (within the LB, SLB zone): Maximum size of structure shall be limited to 3,000 square feet gross floor area, and no more than 1,000 square feet GFA of retail sales space.

- (aw) Retail—General sales and service (within the AP zone): Shall be permitted to occupy up to 25 percent of the gross floor area in the main terminal building, and shall not have signs visible from the public street right-of-way.
- (ax) Salon/barbershop (within the LB, SLB zone): Maximum size of structure shall be limited to 3,000 square feet gross floor area.
- (ay) Salon/barbershop (within the R-3, SR-3, R-4, SR-4 zone): Must be accessory to a permitted principal use.
- (az) Satellite dishes and solar energy systems/collectors (within all zones): Provided they comply with the yard and height requirements for principal buildings. Where a rear yard abuts a lake or stream, satellite dishes and solar collectors shall not be permitted between the water body and the principal building.
- (ba) Schools—Elementary through secondary (within RR, SRR, R-1, SR-1, R-1a, SR-1a, R-2, SR-2, R-3, SR-3, R-4, SR-4 zone): Subject to the following:
- (1) Small schools within existing buildings: Schools for 25 or fewer students shall be permitted within the existing principal church or religious building provided that:
    - a. Alterations: There shall be no external alteration of the building(s) or grounds to reflect school usage.
    - b. Parking: There shall be sufficient parking within the existing parking lot to accommodate off-street parking as required by section 30-628.
  - (2) Primary, middle or secondary schools:
    - a. Minimum site area: One-acre.
    - b. Minimum yards: 30 feet from all R district lot lines or the minimum for the district, whichever is greater.
    - c. All other requirements of the zoning district are met.
    - d. The use shall be subject to the site development standards in division 7, and for bufferyard purposes shall be treated as an R-3 property.
- (bb) Shooting ranges (within RC zone): Subject to the following:
- (1) All shooting ranges shall be subject to the standards set forth in Minn. Stat. ch. 87A, as may be amended.
  - (2) Shooting activities and discharge of firearms shall be limited to 7:00 a.m. to 10:00 p.m. daily.
  - (3) All shooting ranges shall comply with the minimum standards for range design, location, management, operation, noise abatement and safety listed in the National Rifle Association's Range Sourcebook, 1999; or successor sourcebook.
  - (4) No part of any shooting range may be located within 500 feet of any residential dwelling, commercial or industrial building or other structure used for human occupancy.
  - (5) There shall be no discharge of lead shot into any wetland.
- (bc) Senior housing with services (within RR, R-1 and R-2 zone): Subject to the following:
- (1) For six or fewer persons, said use shall be licensed by the State of Minnesota for six or fewer persons.

- (2) For seven to eight persons, in situations when the area of the lot upon which the proposed use is to be located is equal to or less than two acres, the use will be considered as a conditional use, and, as such will require the issuance of a conditional use permit by the city.
  - (3) For nine to 16 persons, the maximum density of the proposed use shall not exceed four persons per acre.
- (bd) Temporary buildings (within all zones): Incidental to construction work on the premises. Such buildings shall be removed upon completion or abandonment of such work or within the period of one-year from the establishment of the building whichever is the lesser.
- (be) Temporary outdoor sales (within GB, SGB, CBD, MU, SMU, PU, SPU zone): Subject to all of the following:
- (1) The sale is conducted by the owner or lessee of the premises, or with his written permission.
  - (2) The sale is no longer than four months in duration.
  - (3) The setbacks for a parking lot in that district shall be met for the storage and display of all merchandise and equipment used for the sale.
  - (4) One sign shall be permitted per vendor, with a maximum size of 16 square feet (four feet by four feet). Such sign may contain up to two sides. Off-premises signs shall not be permitted.
  - (5) Parking demand shall be sufficiently met. If the use of parking spaces by the temporary outdoor sales results in insufficient parking for the area, the temporary outdoor sales area must be reduced to ensure sufficient parking supply.
- (bf) Vending machines (within LB, SLB, GB, SGB, CBD, MU, SMU, M, SM, SRC, I-1, SI-1, I-2, SI-2, PU, SPU, AP zone): Subject to the following:
- (1) Must be accessory to a permitted principal use.
  - (2) Must conform to setback requirements of principal structure.
  - (3) Must be located adjacent to principal structure.
- (bg) Veterinary services (within CBD zone): Limited to domestic animals only.
- (bh) Veterinary services (within BP, SBP zone): All animals shall be housed indoors.
- (bi) Video arcades (within GB, SGB, and CBD zone): Subject to the following:
- (1) Any arcade with 15 or more machines shall have an adult supervisor on the premises during all hours of operation.
  - (2) No arcade shall be operated within 500 feet of a school, church or residence.
- (bj) Warehouse—General (within PU, SPU zone): Limited to the indoor storage of private recreational vehicles. Warehouse space shall not be leased, rented or sold for commercial purposes or uses.
- (bk) Woodpiles: Are maintained in a neat, safe and orderly fashion and further provided that they are not stored in the front yard or nearer the front lot line than the principal building, or less than five feet from any other lot line.

(Code 1978, § 23.5(H); Ord. No. 06-03-02, 3-27-2006; Ord. No. 07-03-06, § 2(Exh. A), 3-27-2007; Ord. No. 12-06-07, Exh. E, 6-11-2012; Ord. No. 12-12-11, Exh. C, 12-17-2012; Ord. No. 13-10-12, 10-28-2013; Ord. No. 16-05-05, Exhs. B, D, 5-23-2016; Ord. No. 17-04-02, 4-24-2017)

**SECTION 3: EFFECTIVE DATE** This Ordinance shall be in full force and effect from October 25, 2021 and after the required approval and publication according to law.

PASSED AND ADOPTED BY THE CITY OF GRAND RAPIDS COUNCIL

\_\_\_\_\_.

	<b>AYE</b>	<b>NAY</b>	<b>ABSENT</b>	<b>ABSTAIN</b>
Dale Adams	_____	_____	_____	_____
Tasha Connelly	_____	_____	_____	_____
Michelle Toven	_____	_____	_____	_____
Rick Blake	_____	_____	_____	_____
Dale Christy	_____	_____	_____	_____

Presiding Officer

Attest

\_\_\_\_\_  
Dale Christy, Mayor, City of Grand Rapids

\_\_\_\_\_  
Kimberly Gibeau, City Clerk City of Grand Rapids





CITY OF  
**GRAND RAPIDS**  
 IT'S IN MINNESOTA'S NATURE

## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** October 25, 2021

**AGENDA ITEM:** Conduct a Public Hearing to consider the rezoning of 8.68 acres of land from R-1 (One-Family Residential) to R-4 (Multiple-family Residential- high density).

**PREPARED BY:** Eric Trast, Community Development Department

### BACKGROUND:

The St. Joseph's Catholic Church filed an application for a Zoning Map Amendment with the City on September 7, 2021. The application requests the City's consideration of the rezoning of the following described properties from their current R-1 (One-Family Residential) designation to that of R-4 (Multiple-family Residential- *high density*):

*Outlots B, C, D, and E, Saint Joseph Addition, Itasca County, Minnesota*

The petition submitted by the Church involves 8.68 acres of land (four outlots, platted in 2010), and is generally located west of the St. Joseph's Catholic Church and School site: 315 SW 21<sup>st</sup> Street (*see map #1*). Additionally, map #1 illustrates the subject properties in relation to the existing zoning in the area: RR (Rural Residential) adjacent to the west and south, R-1 (One-Family Residential) to the north and east.

The Zoning Map Amendment, if approved and described by the petitioner in their application, and in addition to the extension of 21<sup>st</sup> Street SW west to Horseshoe Lake Road scheduled for 2022, and public infrastructure extended to the western edge of the St. Joseph's plat, would make the subject Outlots accessible for the development of various types of multi-family housing options

The Future Land Use map contained within the 2020 Comprehensive Plan (see location map #2) shows the subject properties located within an area indicated as future "Multi-Family Residential", which was a "future land use" designation carried over from the 2011 Comprehensive Plan.

The "Multi-Family Residential", which is described as "Stand along residential development at the highest allowed density. Includes multifamily residential uses within multiple units within a single structure. Uses are located throughout the community but are not included within the downtown."

- Primary Land Uses: Apartments, condos, and townhouses.
- Secondary Land Uses: Parks, recreational or community amenities, assisted living, manufactured

home communities.

As a reminder: “Future Land Use identifies the desired primary use as result of a development or redevelopment process. The future land use plan shows the long range desired future condition on a generalized basis that informs future zoning designations”, whereas, “Zoning identifies the preferred and permitted uses, form and character of development and redevelopment for each parcel. The zoning map depicts the zoning district that applies to each parcel and sets the use and dimensional standards”.

The Housing goals within the 2020 Comprehensive Plan address a need for the continued development of a diverse housing stock with a mixture of affordability, providing for lifecycle housing and resulting in an interconnected pattern of housing types.

The Planning Commission reviewed the Zoning Map Amendment petition at their October 18, 2021 rescheduled meeting, and, based on their findings, which are incorporated into the draft ordinance, forwarded a recommendation for approval of the petitioned Zoning Map Amendment.

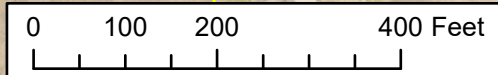
**REQUESTED COUNCIL ACTION:**

Conduct a Public Hearing to consider the rezoning of 8.68 acres of land from R-1 (One-Family Residential) to R-4 (Multiple-family Residential- high density).



Item 24.

Area of Rezoning Request:  
R-1 to R-4 (red outline)



- Proposed Re Zoning
- Parcels
- One-Family Residence
- One and Two-Family Residence
- Multi-Family Residence (Medium Density)
- Rural Residential
- Public Use
- Conservancy
- Urban Overlay

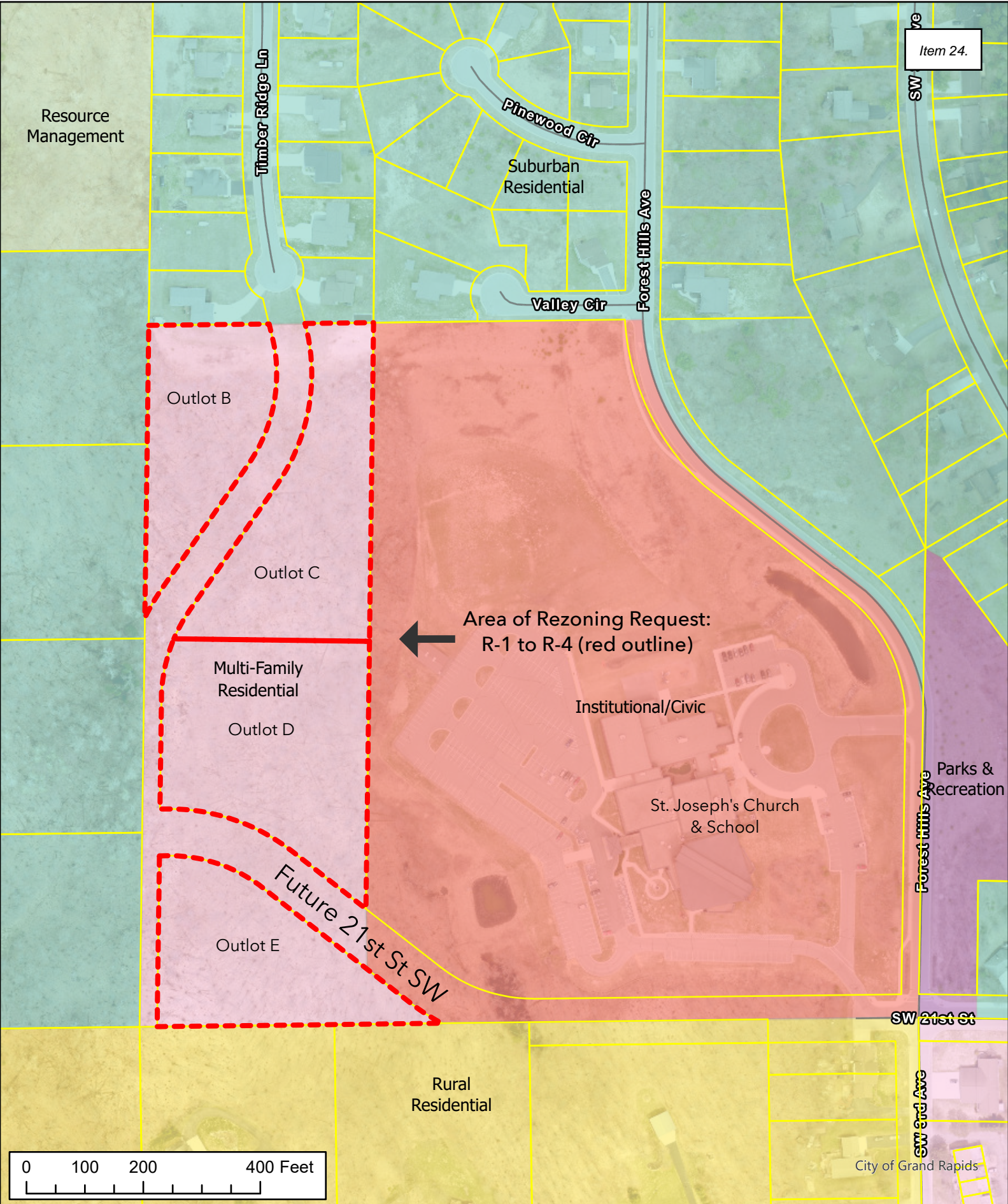
## St. Joseph's Church Zoning Map Amendment Request (R-1 to R-4)



**Map #1**

179

GRAND RAPIDS  
ITS IN MINNESOTA'S NATURE



- Proposed Re Zoning
- Parcels
- Institutional / Civic
- Multi-Family Residential
- Parks & Recreation
- Resource Management
- Rural Residential
- Suburban Residential

## St. Joseph's Church Zoning Map Amendment Request (Future Land Use)

N  
▲  
**Map #2**

180

GRAND RAPIDS  
ITS IN MINNESOTA'S NATURE



**Petition for Rezoning (Zoning Map Amendment)**

Community Development Department  
420 North Pokegama Ave.  
Grand Rapids, MN 55744  
Tel. (218) 326-7601 Fax (218) 326-7621  
Web Site: www.cityofgrandrapidsmn.com

The undersigned do hereby respectfully request the following be granted by support of the following facts herein shown:

St. Joseph's Catholic Church

Name of Applicant

315 SW 21<sup>st</sup> Street

Address

Grand Rapids MN 55744

City State Zip

326-2843/frblake@sjsgr.org

Business Telephone/e-mail

Name of Owner (If other than applicant)

Address

City State Zip

Business Telephone/e-mail

*gleu-hodgson@msn.com*

**Parcel Information:**

Tax Parcel 91-686-2000, 3000, 4000, 5000

Property Size: 8.68 acres total

Existing Zoning: R-1

Requested Zoning: R-4

Existing Use: Undeveloped land

Proposed Use: Multi-Family Residential

Property Address/Location: Intersection of 21<sup>st</sup> Street SW and Timber Ridge Lane

Legal Description: Outlots B, C, D, and E, Saint Joseph Addition  
(attach additional sheet if necessary)

I(we) certify that, to the best of my(our) knowledge, information, and belief, all of the information presented in this application is accurate and complete and includes all required information and submittals, and that I consent to entry upon the subject property by public officers, employees, and agents of the City of Grand Rapids wishing to view the site for purposes of processing, evaluating, and deciding upon this application.

*K. Blah Key*  
Signature(s) of Applicant(s)

9/3/21  
Date

Signature(s) of Owner(s)-(If other than applicant)

Date

**Office Use Only**

Date Received 9/7/21 Certified Complete 9/7/21 Fee Paid \$505

Planning Commission Recommendation Approved \_\_\_\_\_ Denied \_\_\_\_\_

Meeting Date 10/7/21

City Council Action Approved \_\_\_\_\_ Denied \_\_\_\_\_

Meeting Date 10/28/21

Summary of Special Conditions of Approval: \_\_\_\_\_

**Required Submittals (5 copies of each & electronic versions of all pertinent information):**

- Application Fee - \$505.00 \*1
- Location Map
- Map Showing Surrounding Zoning
- Proof of Ownership – (a copy of a property tax statement or deed will suffice)

*\*1 The application fees charged are used for postage to mail the required notices to adjacent properties, publication of the public hearing notice in the Grand Rapids Herald Review, and for a small portion of staff time for case review and preparation of documents. It is the policy of the City of Grand Rapids to require applicants for land use approvals to reimburse the City for costs incurred by the City in reviewing and acting upon applications, so that these costs are not borne by the taxpayers of the City.*

**Justification of Proposed Rezoning:** Please answer all of the following questions (attach additional pages if needed). The Planning Commission will consider these questions and responses, and other issues (see attached list) in making their findings of fact and recommendation on the proposed rezoning.

**A.** What are the Surrounding land uses? Describe the existing uses and zoning classifications in the area surrounding the subject property.

- North: Single family residential zoned R-1
- East: St. Joseph’s Church and School zoned R-1
- South: Single family residential zoned Rural Residential
- West: Undeveloped zoned Rural Residential

**B.** Would the uses permitted by the proposed zoning map change be appropriate for the surrounding area?

Yes. The proposed rezoning would be residential which matches 3 of the 4 directions adjacent to the property. Multi-family residential would also be compatible with the church/school use to the east.

**C.** Is the property adequately served by public infrastructure (streets, sidewalks, utilities, etc)?

At this time the property parcels are not served by public infrastructure. However, there is a project currently under development to provide for infrastructure in 21<sup>st</sup> Street. Infrastructure in Timber Ridge Lane can be provided in conjunction with future development on the parcels.

**D.** Demonstrate the need for additional property in the proposed zoning district.

The 2019 Housing Study identified a need for additional multi-family housing units. In addition, recent multi-family housing projects have high occupancy rates.

- E.** What effect will the proposed rezoning have on the growth and development of existing neighborhoods, other lands in the proposed district, commercial and industrial neighborhoods

The proposed rezoning:

- Will support nearby commercial neighborhoods
- Will not have any anticipated effects on industrial neighborhoods
- May enhance development of adjacent lands to the west

- F.** Demonstrate that the proposed rezoning is the minimum change needed to allow a reasonable use of the property  
With the proximity to the church and school, multi-family residential is a "reasonable" use of the property that is compatible with the church/school existing use. R-4 zoning is needed to permit multi-family use.

- G.** How does the proposed rezoning conform to the City's Comprehensive Plan  
Yes. Figure 4.8—Future Land Use in the Comprehensive Plan depicts this property as multi-family residential.

- H.** Is the timing proper for the proposed rezoning?

Yes. The City project to extend 21<sup>st</sup> Street SW from 3<sup>rd</sup> Avenue SW/Forest Hills Avenue to Horseshoe Lake Road will advance in 2022. This proposed rezoning is a direct result of and is compatible with the timing of the project.

I. Any additional information that the Petitioner would like to supply. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Additional Instructions:**

Prior to submitting your Petition to Rezone, you will need to arrange for one or more preliminary meetings with the Director of Community Development. This meeting is intended to ensure that the proposed application is complete, to answer any questions the applicant may have, discuss meeting schedules and, if applicable, the scope of the required submittals. Completed applications required to be submitted to the Grand Rapids Community Development Department by the 15th of the month.

**Findings for Approval:**

The Planning Commission, in formulating its recommendation, and the City Council, in support of its action will make findings of fact based on their responses to the following list of considerations:

- Will the change affect the character of the neighborhoods?
- Would the change foster economic growth in the community?
- Would the proposed change be in keeping with the spirit and intent of the ordinance?
- Would the change be in the best interest of the general public?
- Would the change be consistent with the Comprehensive Plan?

**INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED**

More information may be requested by the City of Grand Rapids Planning Commission or City Council, if deemed necessary to properly evaluate your request. The lack of information requested may be in itself sufficient cause to deny an application.



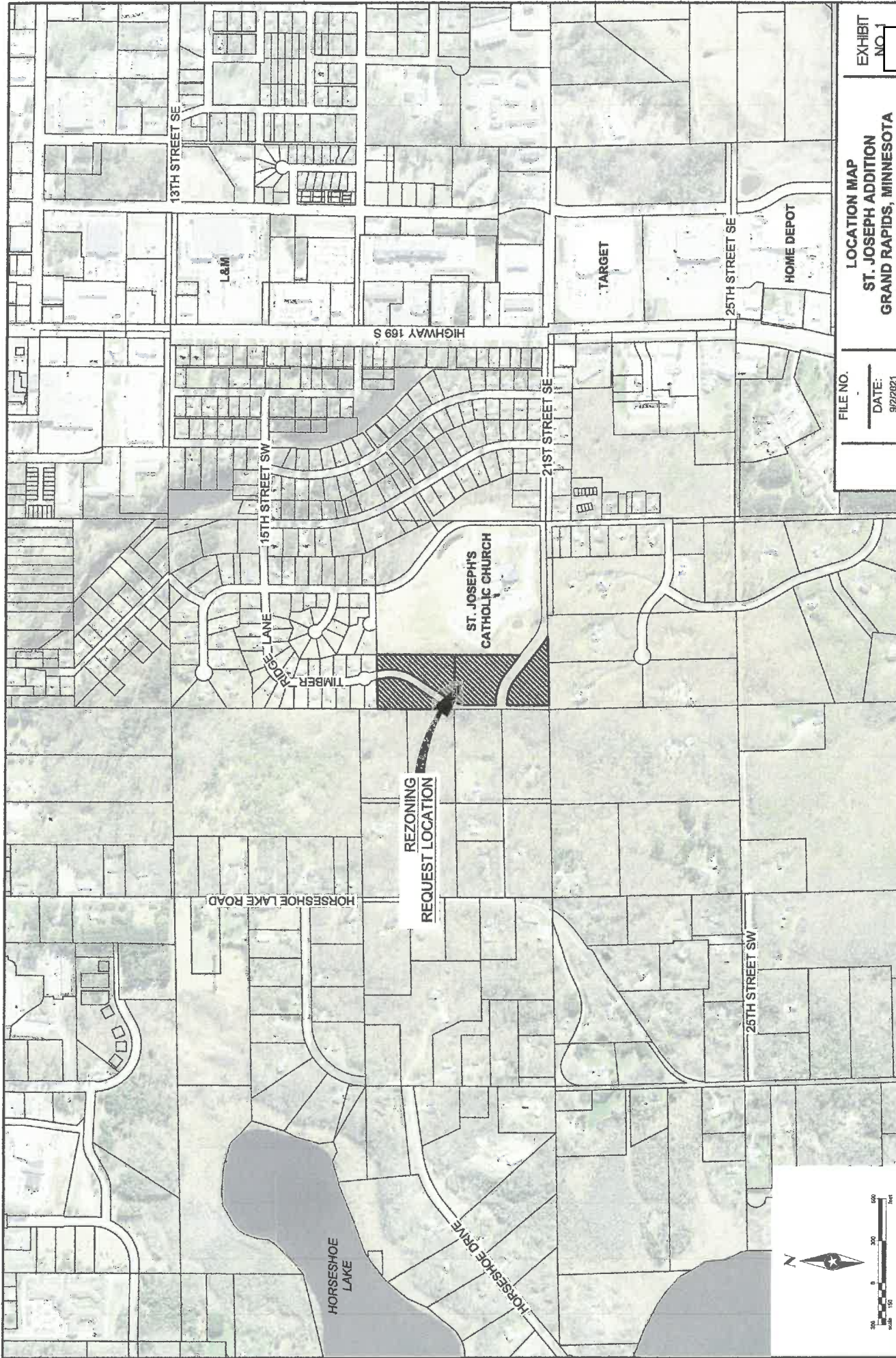


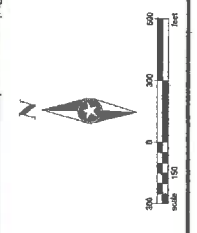
EXHIBIT NO. 1

LOCATION MAP  
ST. JOSEPH ADDITION  
GRAND RAPIDS, MINNESOTA








FILE NO.

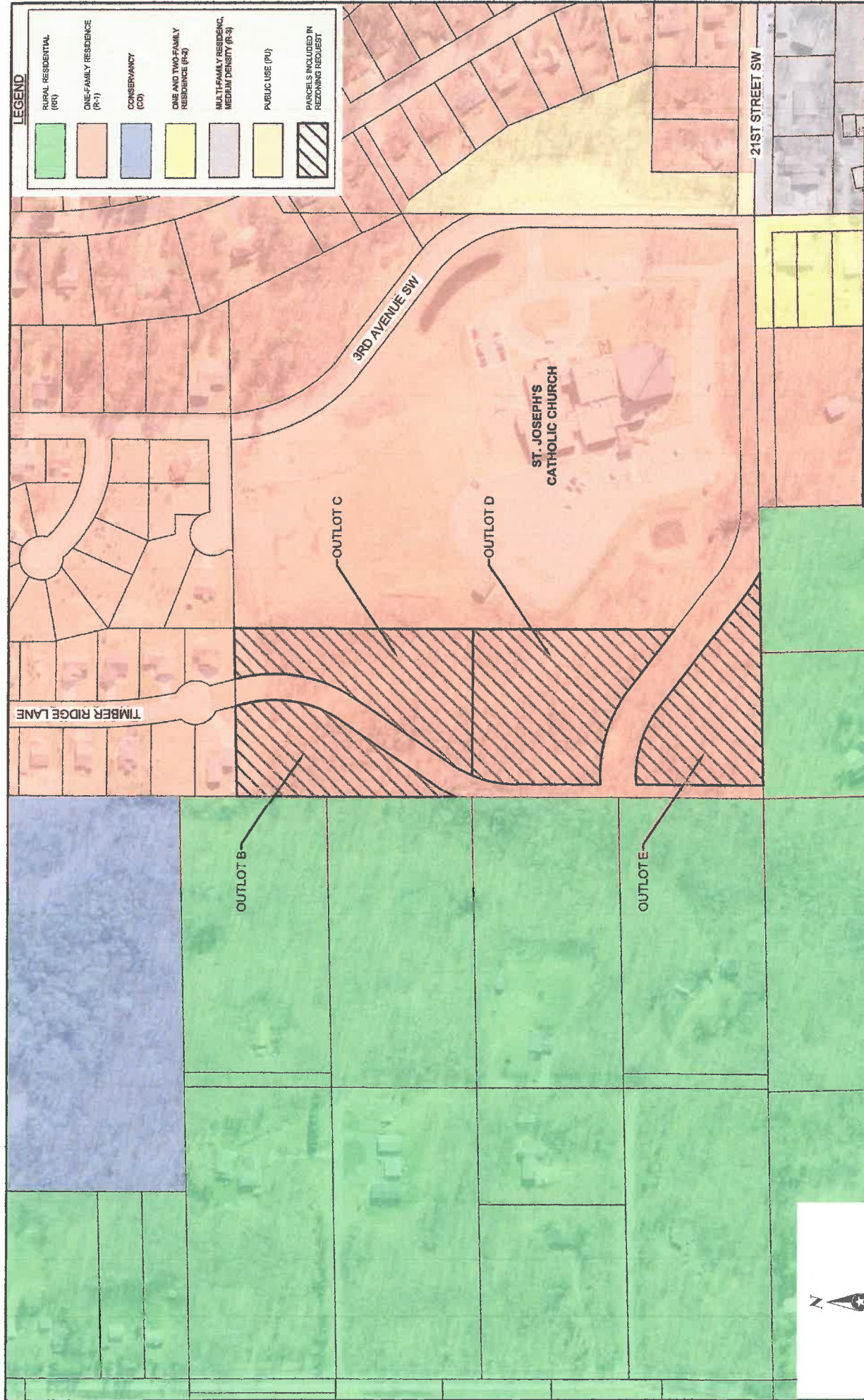
DATE: 9/2/2021

Item 24.



**LEGEND**

	RURAL RESIDENTIAL (R-1)
	ONE-FAMILY RESIDENCE (R-1)
	CONSERVANCY (CD)
	ONE AND TWO-FAMILY RESIDENCE (R-2)
	MULTI-FAMILY RESIDENCE, MEDIUM DENSITY (R-3)
	PUBLIC USE (PU)
	PARCELS INCLUDED IN REZONING REQUEST

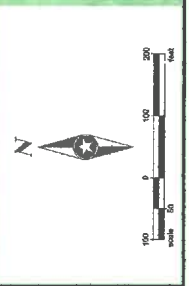



FILE NO. \_\_\_\_\_  
 DATE: 9/2/2021

**ZONING MAP**  
**ST. JOSEPH ADDITION**  
**GRAND RAPIDS, MINNESOTA**

EXHIBIT NO. 2

Item 24.



 <b>Itasca County Parcel Information System</b> Itasca County's Web Site	Tue, Aug 31, 2021 Parcel Info Data Date: August 30, 2021 CRV Info Data Date: August 30, 2021 Payment Detail Data Date: August 30, 2021
--	---

[Parcel Information](#)    
 [CRV Information](#)    
 [Lake Finder](#)    
 [FAQ](#)    
 [Request Info](#)

### 2020 Assessor's Market Values For Taxes Payable In 2021

Record Details     Parcel Number: **91-686-2000**

**Taxpayer of Record**  
 ST JOSEPHS CATHOLIC CHURCH  
 315 SW 21ST ST  
 GRAND RAPIDS MN 55744

Plat Name:	SAINT JOSEPH ADDITION
1st Line of Legal Desc:	OUTLOT B
Deeded Acres:	1.65
Sec-Twp-Rng:	29-55-25
Lake (# / Name):	
Emergency Number:	NOT AVAILABLE




[View the Itasca County GIS map for this parcel in a NEW WINDOW.](#)

This parcel has 1 property tax classification(s). Valuations are provided below for each classification.

<table border="1"> <tr><td colspan="2">Class Code 725 Church Property</td></tr> <tr><td>Land Value:</td><td>\$36,700</td></tr> <tr><td>Building Value:</td><td>\$0</td></tr> <tr><td>Total Class Value:</td><td>\$36,700</td></tr> </table>	Class Code 725 Church Property		Land Value:	\$36,700	Building Value:	\$0	Total Class Value:	\$36,700	<p> <b>Total Land Value = \$36,700</b>  <b>Total Building Value = \$0</b>  <b>Grand Total Value = \$36,700</b> </p>	<p> <a href="#">91-686-2000</a>  <a href="#">Click Here To See The Current Year Tax Record For This Parcel</a> </p>
Class Code 725 Church Property										
Land Value:	\$36,700									
Building Value:	\$0									
Total Class Value:	\$36,700									

Minnesota Counties Information Systems (MCIS) makes no warranties, implied or explicit, as to the accuracy or completeness of this data. The data presented on this site is provided directly by the County, and MCIS merely converts it to a searchable web format. This data is intended to be used for informal informational purposes only. It is not intended for use in abstract work, land surveys, title opinions, appraisals, or any other legal documents or for any other purposes. For up-to-date and/or certified information, the user should contact the County Auditor/Treasurer.

Minnesota Counties Information Systems  
 Grand Rapids, MN  
 Website hosting & maintenance provided by [Two Dogs in the Web, LLC](#)

	<b>Itasca County Parcel Information System</b> Itasca County's Web Site	Tue, Aug 31, 2021 Parcel Info Data Date: August 30, 2021 CRV Info Data Date: August 30, 2021 Payment Detail Data Date: August 30, 2021
---	--	---

[Parcel Information](#)    
 [CRV Information](#)    
 [Lake Finder](#)    
 [FAQ](#)    
 [Request Info](#)

### 2020 Assessor's Market Values For Taxes Payable In 2021

Record Details     Parcel Number: **91-686-3000**

**Taxpayer of Record**  
 ST JOSEPHS CATHOLIC CHURCH  
 315 SW 21ST ST  
 GRAND RAPIDS MN 55744

Plat Name:	SAINT JOSEPH ADDITION
1st Line of Legal Desc:	OUTLOT C
Deeded Acres:	2.29
Sec-Twp-Rng:	29-55-25
Lake (# / Name):	
Emergency Number:	NOT AVAILABLE




[View the Itasca County GIS map for this parcel in a NEW WINDOW.](#)

This parcel has 1 property tax classification(s). Valuations are provided below for each classification.

<table border="1"> <tr><td colspan="2">Class Code: 723 Church Properties</td></tr> <tr><td>Land Value:</td><td>\$42,800</td></tr> <tr><td>Building Value:</td><td>\$0</td></tr> <tr><td>Total Class Value:</td><td>\$42,800</td></tr> </table>	Class Code: 723 Church Properties		Land Value:	\$42,800	Building Value:	\$0	Total Class Value:	\$42,800	<p> <b>Total Land Value = \$42,800</b>  <b>Total Building Value = \$0</b>  <b>Grand Total Value = \$42,800</b> </p>	<p> <a href="#">91-686-3000</a>  <a href="#">Click Here To See The Current Year Tax Record For This Parcel</a> </p>
Class Code: 723 Church Properties										
Land Value:	\$42,800									
Building Value:	\$0									
Total Class Value:	\$42,800									

Minnesota Counties Information Systems (MCIS) makes no warranties, implied or explicit, as to the accuracy or completeness of this data. The data presented on this site is provided directly by the County, and MCIS merely converts it to a searchable web format. This data is intended to be used for informal informational purposes only. It is not intended for use in abstract work, land surveys, title opinions, appraisals, or any other legal documents or for any other purposes. For up-to-date and/or certified information, the user should contact the County Auditor/Treasurer.

Minnesota Counties Information Systems  
 Grand Rapids, MN  
 Website hosting & maintenance provided by [Two Dogs in the Web, LLC](#)

 <p><b>Itasca County Parcel Information System</b> Itasca County's Web Site</p>	<p>Tue, Aug 31, 2021</p> <p>Parcel Info Data Date: August 30, 2021                  CRV Info Data Date: August 30, 2021                  Payment Detail Data Date: August 30, 2021</p>
--	--

[Parcel Information](#)    
 [CRV Information](#)    
 [Lake Finder](#)    
 [FAQ](#)    
 [Request Info](#)

## 2020 Assessor's Market Values For Taxes Payable In 2021

Record Details     Parcel Number: **91-686-4000**

**Taxpayer of Record**    ST JOSEPHS CATHOLIC CHURCH  
 315 SW 21ST ST  
 GRAND RAPIDS MN 55744

Plat Name:	SAINT JOSEPH ADDITION
1st Line of Legal Desc:	OUTLOT D
Deeded Acres:	2.8
Sec-Twp-Rng:	29-55-25
Lake (# / Name):	
Emergency Number:	NOT AVAILABLE




View the [Itasca County GIS map](#) for this parcel in a NEW WINDOW.

This parcel has 1 property tax classification(s). Valuations are provided below for each classification.

Class Code 720 Church Properties			
Land Value:	\$42,700	<b>Total Land Value = \$42,700</b> <b>Total Building Value = \$0</b> <b>Grand Total Value = \$42,700</b>	<a href="#">91-686-4000</a> <a href="#">Click Here To See The Current Year Tax Record For This Parcel</a>
Building Value:	\$0		
Total Class Value:	\$42,700		

Minnesota Counties Information Systems (MCIS) makes no warranties, implied or explicit, as to the accuracy or completeness of this data. The data presented on this site is provided directly by the County, and MCIS merely converts it to a searchable web format. This data is intended to be used for informal informational purposes only. It is not intended for use in abstract work, land surveys, title opinions, appraisals, or any other legal documents or for any other purposes. For up-to-date and/or certified information, the user should contact the County Auditor/Treasurer.

Minnesota Counties Information Systems  
 Grand Rapids, MN  
 Website hosting & maintenance provided by [Two Dogs in the Web, LLC](#)

 <p><b>Itasca County Parcel Information System</b> Itasca County's Web Site</p>	<p>Tue, Aug 31, 2021</p> <p>Parcel Info Data Date: August 30, 2021 CRV Info Data Date: August 30, 2021 Payment Detail Data Date: August 30, 2021</p>
--	--

[Parcel Information](#)    [CRV Information](#)    [Lake Finder](#)    [FAQ](#)    [Request Info](#)

### 2020 Assessor's Market Values For Taxes Payable In 2021

[Record Details](#)    Parcel Number: **91-686-5000**

**Taxpayer of Record**    ST JOSEPHS CATHOLIC CHURCH  
315 SW 21ST ST  
GRAND RAPIDS MN 55744

Plat Name:	SAINT JOSEPH ADDITION
1st Line of Legal Desc:	OUTLOT E
Deeded Acres:	1.93
Sec-Twp-Rng:	29-55-25
Lake (# / Name):	
Emergency Number:	NOT AVAILABLE



[View the Itasca County GIS map](#) for this parcel in a NEW WINDOW.

This parcel has 1 property tax classification(s). Valuations are provided below for each classification.

<table border="1"> <tr> <td colspan="2">Class Code 723 Church Properties</td> </tr> <tr> <td>Land Value:</td> <td>\$39,600</td> </tr> <tr> <td>Building Value:</td> <td>\$0</td> </tr> <tr> <td>Total Class Value:</td> <td>\$39,600</td> </tr> </table>	Class Code 723 Church Properties		Land Value:	\$39,600	Building Value:	\$0	Total Class Value:	\$39,600	<p><b>Total Land Value = \$39,600</b></p> <p><b>Total Building Value = \$0</b></p> <p><b>Grand Total Value = \$39,600</b></p>	<p><a href="#">91-686-5000</a> <a href="#">Click Here To See The Current Year Tax Record For This Parcel</a></p>
Class Code 723 Church Properties										
Land Value:	\$39,600									
Building Value:	\$0									
Total Class Value:	\$39,600									

Minnesota Counties Information Systems (MCIS) makes no warranties, implied or explicit, as to the accuracy or completeness of this data. The data presented on this site is provided directly by the County, and MCIS merely converts it to a searchable web format. This data is intended to be used for informal informational purposes only. It is not intended for use in abstract work, land surveys, title opinions, appraisals, or any other legal documents or for any other purposes. For up-to-date and/or certified information, the user should contact the County Auditor/Treasurer.

Minnesota Counties Information Systems  
Grand Rapids, MN  
Website hosting & maintenance provided by [Two Dogs in the Web, LLC](#)



CITY OF  
**GRAND RAPIDS**  
 IT'S IN MINNESOTA'S NATURE

## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** October 25, 2021

**AGENDA ITEM:** Consider the recommendation of the Planning Commission regarding adoption of an ordinance, amending the Official Zoning Map, by rezoning 8.68 acres of land from R-1 (One-Family Residential) to R-4 (Multiple-family Residential- high density).

**PREPARED BY:** Eric Trast, Community Development Department

---

### BACKGROUND:

After the public hearing on this matter, the City Council will want to consider the public testimony received and review the recommendation put forward by the Planning Commission.

The Council can accept the recommendation of the Planning Commission, if they are in agreement with it, and adopt the ordinance as prepared, or the Council can make its own findings to support its reasons for approving or denying the Zoning Map Amendment.

### REQUESTED COUNCIL ACTION:

Consider the recommendation of the Planning Commission regarding adoption of an ordinance, amending the Official Zoning Map by rezoning 8.68 acres of land from R-1 (One-Family Residential) to R-4 (Multiple-family Residential- high density), and *authorize its publication in summary form.*

Council member \_\_\_\_\_ introduced the following Ordinance and moved for its adoption:

**ORDINANCE NO. 21- \_\_\_\_\_**

**AN ORDINANCE OF THE CITY OF GRAND RAPIDS, MINNESOTA, APPROVING THE REZONING OF 8.68 ACRES OF LAND FROM R-1 (ONE-FAMILY RESIDENTIAL) TO R-4 (MULTIPLE-FAMILY RESIDENTIAL- HIGH DENSITY)**

WHEREAS, at a rescheduled meeting on October 18, 2021, the Planning Commission approved a motion forwarding a favorable recommendation to the City Council regarding the rezoning of property legally described as,

*Outlots B, C, D, and E, Saint Joseph Addition, Itasca County, Minnesota*

from its current zoning designation of R-1 (One-Family Residential) designation to that of R-4 (Multiple-family Residential- *high density*), and

WHEREAS, the City Council conducted a public hearing on that request at their regular meeting on October 25, 2021 and all were heard, and

WHEREAS, the City Council did concur with the recommendations of the Planning Commission, and determined that the Zoning Map Amendment would be in the best interest of the community.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GRAND RAPIDS, MINNESOTA:

That the property legally described above and as shown on the attached "Exhibit A", is rezoned from its current designation of R-1 (One-Family Residential) designation to that of R-4 (Multiple-family Residential- *high density*) based on the following findings of fact;

- The proposed rezoning would not have an adverse effect the character of neighboring area as it development will enhance the area.
- The change would foster economic growth in the community, by allowing more opportunities for housing development.
- The change would be in keeping with the spirit and intent of the Zoning Ordinance.
- The change would be in the best interest of the general public by allowing for additional housing options in the community.
- That the change would be consistent with the 2020 Comprehensive Plan, as outlined by the Future Land Use map designation in this area.

This Ordinance shall become effective after its passage and publication.

Adopted by the Council this 25<sup>th</sup> day of October, 2021.

\_\_\_\_\_  
Dale Christy, Mayor

ATTEST:

\_\_\_\_\_  
Kim Gibeau, City Clerk

Council member \_\_\_\_\_ seconded the foregoing Ordinance and the following voted in favor thereof \_\_\_\_\_; and the following voted against same \_\_\_\_\_; whereby the Ordinance was declared duly passed and adopted.





- Proposed Re Zoning
- Parcels
- One-Family Residence
- One and Two-Family Residence
- Multi-Family Residence (Medium Density)
- Rural Residential
- Public Use
- Conservancy
- Urban Overlay

## St. Joseph's Church Zoning Map Amendment (R-1 to R-4)



EXHIBIT "A"



CITY OF  
**GRAND RAPIDS**  
IT'S IN MINNESOTA'S NATURE

## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** October 25<sup>th</sup>, 2021

**AGENDA ITEM:** Consider conducting a public hearing for final special assessments related to CP 2021-2, 5<sup>th</sup> Street SW Reconstruction.

**PREPARED BY:** Matt Wegwerth

---

### BACKGROUND:

CP 2021-2, 5<sup>th</sup> Street SW Reconstruction is complete and proposed final special assessments have been calculated. Prior to adopting the final assessments, a public hearing must be conducted. This hearing has been scheduled for Monday, October 25, 2021, at 5:30 pm, in the City Hall Council Chambers.

### REQUESTED COUNCIL ACTION:

Make a motion conducting a public hearing for final special assessments related to CP 2021-2, 5<sup>th</sup> Street SW Reconstruction.



# **5<sup>th</sup> Street SW Reconstruction Project**

## **City Project 2021-2**

**Final Public Hearing  
October 25, 2021**

**GRAND RAPIDS**  
IT'S IN MINNESOTA'S NATURE



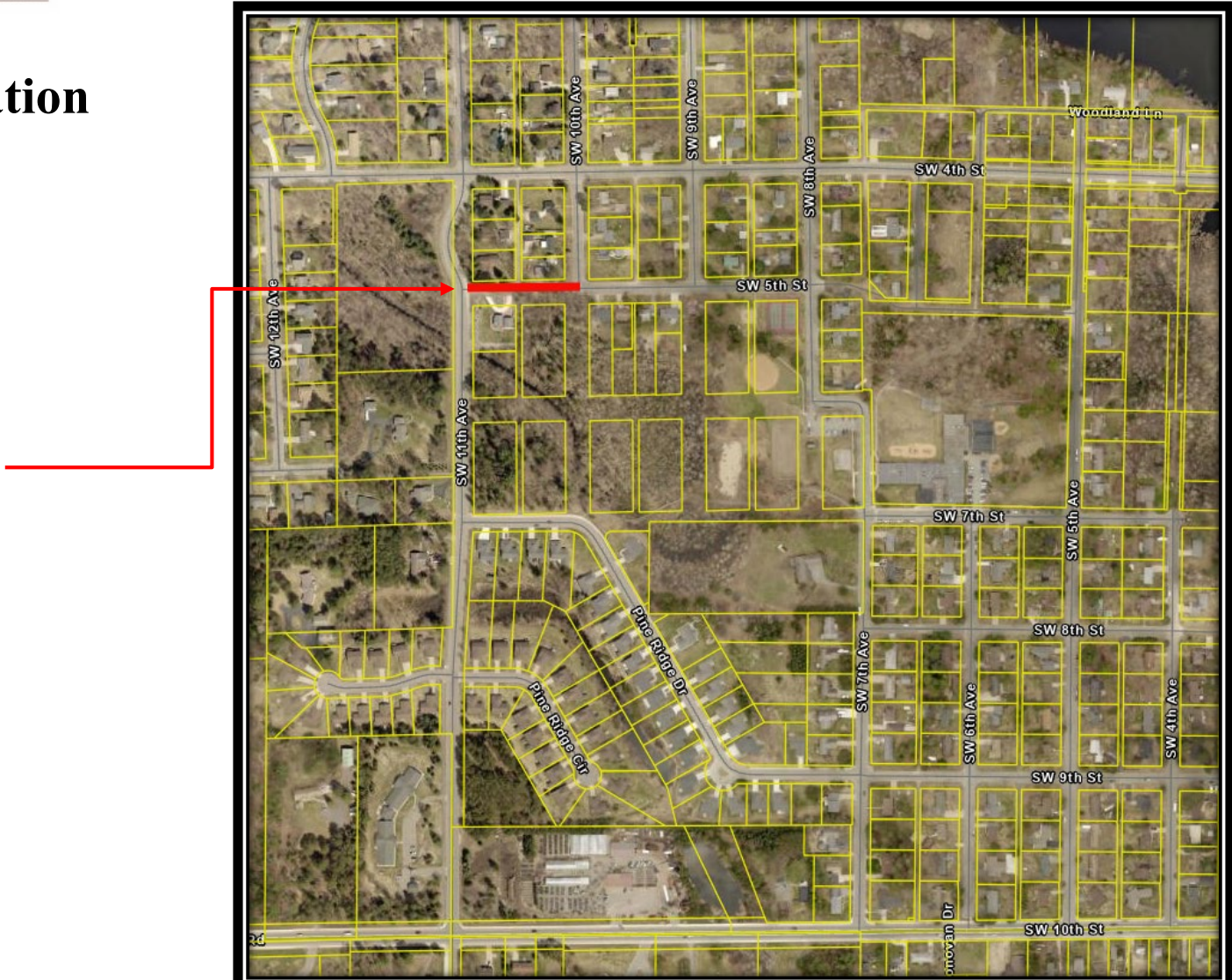
# 5<sup>th</sup> Street SW Reconstruction Project

## Final Public Hearing

### Project Overview

### Location

5<sup>th</sup> Street SW





# 5<sup>th</sup> Street SW Reconstruction Project Final Public Hearing

Item 26.

## **Project Overview**

### Project Consisted of:

- Street reconstruction
- Alley grading / reconstruction
- Storm Sewer Main, Catch Basin/Lead replacement
- Street Light replacement

## Project Overview - Street

### 5<sup>th</sup> Street SW (10<sup>th</sup> Av to 11<sup>th</sup> Av)

- Reconstructed to 28 feet wide



## Project Overview - Street

### Alley

- Existing is 14 feet wide
- Proposed is 14 feet wide with regrading and drainage improvements



# 5<sup>th</sup> Street SW Reconstruction Project Preliminary Public Hearing

## Project Overview - Storm

### 5<sup>th</sup> Street SW (10<sup>th</sup> Av to 11<sup>th</sup> Av)

- Will  
bas  
out
- Elim  
and  
ente  
sew







# 5<sup>th</sup> Street SW Reconstruction Project

## Final Public Hearing

### Project Overview

### Costs and Funding Summary

<b>Project Cost</b>					
<b>CONSTRUCTION COST</b>	<b>\$277,800</b>	<b>Street Lighting</b>		<b>Assessments Funding</b>	
10% CONTINGENCY	\$27,780	Construction Cost	\$9,580	Overlay - Residential	\$0
ENGINEERING	\$55,560	Non- Construction	\$3,765	Full Reconstruct - Residential	\$19,666
LEGAL/PUBLISHING/EASE	\$5,000	Total Storm Sewer	\$13,345	Full Reconstruct - Non Res	\$0
ADMINISTRATION	\$5,556			<b>Total</b>	<b>\$19,666</b>
COST OF ISSUANCE	\$11,112	<b>Sanitary Sewer Main</b>			
ARTS AND CULTURE	\$4,167	Construction Cost	\$0		
<b>Total Project Cost</b>	<b>\$386,975</b>	Non- Construction	\$0	City Assessments (not collectable)	\$4,109.40
% Non-Construction	39.30%	Total Sanitary - GRPU	\$0		
		<b>Sanitary Sewer Service</b>		<b>Funding</b>	
		Construction Cost	\$0	Assessments	\$ 15,556
		Non- Construction	\$0	GRPU - Sanitary	\$ -
		Total Sanitary Services	\$0	GRPU - Water	\$ -
		GRPU 60%	\$0	Storm Water Utility	\$ -
		Assessed	\$0	MSA Construction	\$ -
<b>Streets</b>		Number of Services	-	MSA Maintenance	\$ -
Construction Cost	\$190,353	Assessment Rate	\$0	PIR	\$ -
Non- Construction	\$74,808			G.O. Bonding	\$ 371,419
<b>Total Streets</b>	<b>\$265,162</b>			<b>Total</b>	<b>\$386,975</b>
		<b>Water Main</b>			
		Construction Cost	\$0		
		Non- Construction	\$0		
		Total Water Main	\$0		
		<b>Water Services</b>			
		Construction Cost	\$0		
		Non- Construction	\$0		
		Total Water Services	\$0		
		GRPU 60%	\$0		
		Assessed	\$0		
		Number of Services	-		
		Assessment Rate	\$0		



# 5<sup>th</sup> Street SW Reconstruction Project Final Public Hearing

## Special Assessment Policy



### CITY OF GRAND RAPIDS SPECIAL ASSESSMENT POLICY



CITY OF  
**GRAND RAPIDS**  
IT'S IN MINNESOTA'S NATURE

Date:

- Adopted: November 11, 1993
- Amended: April 26, 2004
- Amended: October 24, 2005
- Amended: December 8, 2008

The Policy ensures that special assessments are consistently calculated from class to class of property from project to project.

This means that...

- Residential properties must be assessed the same from project to project, and
- Non-residential properties must be assessed the same from project to project.

# 5<sup>th</sup> Street SW Reconstruction Project Final Public Hearing **Special Assessment Policy**



## CITY OF GRAND RAPIDS **SPECIAL ASSESSMENT POLICY**



CITY OF  
**GRAND RAPIDS**  
IT'S IN MINNESOTA'S NATURE

### Date:

Adopted: November 11, 1993  
Amended: April 26, 2004  
Amended: October 24, 2005  
Amended: December 8, 2008

When determining the amount assessed, 3 parts are included:

- Benefit Boundary
- Assessment Rates
- Assessment Lengths

# 5<sup>th</sup> Street SW Reconstruction Project Final Public Hearing **Special Assessment Policy**

Item 26.

Benefit  
Boundary





# 5<sup>th</sup> Street SW Reconstruction Project

## Final Public Hearing

Item 26.

### Special Assessment Policy

#### Urban Residential Full Reconstruction - Street Assessment Calculation

Residential TCI

Total Length of Project (feet)	320
--------------------------------	-----

Description	Unit / LF (policy)	Qty / LF (policy)	Total Qty (policy)	Opinion of Cost Unit Price	Total Opinion of Cost
Remove Curb & Gutter	LF	2	640	\$0.00	\$0
Remove Bituminous Pavement	SY	3.22	1030	\$0.00	\$0
Sawcut Bituminous	LS	0.213	68.2	\$0.00	\$0
Common Excavation	CY	0.648	207.4	\$22.00	\$4,562
Aggregate Base Class 5 (road)	CY	0.648	207.4	\$28.12	\$5,830
Concrete Curb & Gutter	LF	2	640	\$18.20	\$11,648
Bituminous Wearing Course (1")	TON	0.185	59.2	\$77.33	\$4,578
Bituminous Non-Wear Course (3")	TON	0.532	170.2	\$75.59	\$12,869
4" Conc. S/W w. Agg. Base	SF	0.556	177.9	\$0.00	\$0
Sod, Type Lawn (includes 3" topsoil)	SY	1.333	426.6	\$4.00	\$1,706
Mobilization	LS	1	1	\$7,280.20	\$7,280
Contractor Staking	LS	1	1	\$1,260.55	\$1,261
Traffic Control	LS	1	1	\$963.95	\$964
				Residential TCI Cost	\$50,698
				Non Construction Cost	\$14,854
				Total Project TCI Cost	\$65,552
				30% Assessed	\$19,666
				Total Assessable Footage	670.1266
				<b>Residential Rate per Foot</b>	<b>\$29.3462</b>

Special Assessment Policy

Urban Residential Full Reconstruction Rate Calculations

Prelim Rate = \$30.16



# 5<sup>th</sup> Street SW Reconstruction Project Final Public Hearing **Special Assessment Policy**

Item 26.

Assessment  
Length  
Determination

Typically the  
narrower  
dimension of  
the parcel





# 5<sup>th</sup> Street SW Reconstruction Project

## Final Public Hearing

### Special Assessment Policy

#### How Assessments Get Paid

- When Project is complete you will receive a final assessment notice.
- You have 30 days to prepay all or a portion of your assessment with no interest.
- If you elect to not prepay, assessments are then spread over 15 years and will appear on your 2022 property tax statement.
- In the Fall of 2009 the Council changed the policy to not add 2% on top of bond interest – same interest rate as City gets on bond.
- Terms of 15 years, 2.94% annual interest (approx. rate)

\$500	equals	\$ 41.70 /Year
\$1,250	equals	\$ 104.25 /Year
\$2,500	equals	\$ 208.51 /Year
\$5,000	equals	\$ 417.02 /Year
\$8,000	equals	\$ 667.23 /Year



# 5<sup>th</sup> Street SW Reconstruction Project

## Final Public Hearing

Item 26.

### Deferral Policy

- Deferral options:
  - Senior Citizens and Retired Disabled Homeowners
    - 65 years of age or older
    - Retired by reason of permanent or total disability
  - Members of MN National Guard or other military reserves who are ordered in to active military service





# 5<sup>th</sup> Street SW Reconstruction Project Final Public Hearing

## Deferral Policy

- Deferral Criteria
  - Must meet one of the two deferral options
  - Must show that the assessment is a “hardship”
  - Hardship is determined by the annual gross income of the applicant, which must be equal to or less than 200 percent of the current federal poverty guidelines.

Size of Household	200% Federal Poverty Levels
1	\$25,760
2	\$34,840
3	\$43,920
4	\$53,000
5	\$62,080
6	\$71,160



# 5<sup>th</sup> Street SW Reconstruction Project Final Public Hearing

---

## Schedule

---

Council orders Feasibility Report	August 31, 2020
City staff holds Neighborhood Meeting	Not held due to COVID
Council to accept Feasibility Report and call for Public Hearing	December 7, 2020
Council to hold Public Hearing and order plans	January 25, 2021
Council to consider accepting plans and authorize Ad for Bid	March 8, 2021
Council to consider awarding a construction contract	April 2021
Construction	May – September 2021
<b>Council to consider holding proposed assessment Public Hearing</b>	<b>October 25, 2021</b>
Assessments levied to County for 2022	November 2021



5<sup>th</sup> Street SW Reconstruction Project  
Final Public Hearing  
October 25, 2021

Item 26.

Questions?





CITY OF  
**GRAND RAPIDS**  
IT'S IN MINNESOTA'S NATURE

## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** October 25<sup>th</sup>, 2021

**AGENDA ITEM:** Consider approving a resolution adopting final special assessments related to CP 2021-2, 5<sup>th</sup> Street SW Reconstruction.

**PREPARED BY:** Matt Wegwerth

---

### **BACKGROUND:**

CP 2021-2, 5<sup>th</sup> Street SW Reconstruction is complete and proposed final special assessments have been calculated and a public hearing has been held. Approval of the attached resolution is necessary to finalize assessments. City staff recommend approving final assessments.

### **REQUESTED COUNCIL ACTION:**

Make a motion approving a resolution adopting final special assessments related to CP 2021-2, 5<sup>th</sup> Street SW Reconstruction.

Council member \_\_\_\_\_ introduced the following resolution and moved for its adoption:

RESOLUTION NO. 21-\_\_

**A RESOLUTION ADOPTING ASSESSMENTS FOR  
5<sup>th</sup> Street SW Reconstruction; City Project 2021-2**

WHEREAS, pursuant to proper notice duly given as required by law, that on October 25, 2021, the Council has met and heard and passed upon all objections to the proposed assessments for Grand Rapids City Project 2021-2, 5<sup>th</sup> Street SW Reconstruction project; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GRAND RAPIDS, MINNESOTA:

1. Such proposed assessment, a copy of which is on file in the City Clerk’s Office, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.
2. Such assessment shall be payable in equal annual installments extending over a period of 15 years, the first of the installments to be payable on or before the first Monday in January 2022, and shall bear interest at rate of 1.63 percent per annum from the date of the adoption of this resolution. To the first installment shall be added interest on the entire assessment from the date of this resolution until December 31, 2021.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Clerk, except that no interest shall be charged if the entire assessment is paid within 30 days of the adoption of this resolution; and may, at any time thereafter, pay to the City Clerk the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 26, or interest will be charged through December 31 of the succeeding year.
4. Senior and disabled citizens may apply to have special assessments deferred. Interest shall accrue on any deferral at a rate of 1.63 percent per annum from the date of adoption of this resolution.
5. The Clerk shall forthwith transmit a certified duplicate of this assessment to the County Auditor to be extended on the proper tax lists of the County, and such assessment shall be collected and paid over in the same manner as other municipal taxes.

Adopted by the Council this 25<sup>th</sup> day of October, 2021.

\_\_\_\_\_  
Dale Christy, Mayor

ATTEST:

\_\_\_\_\_  
Kim Johnson-Gibeau, City Clerk

Council member \_\_\_\_\_ seconded the foregoing resolution and the following voted in favor thereof: \_\_\_\_\_; and the following voted against same: \_\_\_\_\_; whereby the resolution was declared duly passed and adopted.