



CITY COUNCIL REGULAR AGENDA
TUESDAY, JULY 06, 2021
CITY HALL at 7:00 PM

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. ADDITIONS OR CORRECTIONS TO AGENDA**
- 5. DISCUSSION FROM THE FLOOR**
- 6. PRESENTATION**
 - A. Beyond the Yellow Ribbon Committee Recognition
- 7. CONSENT AGENDA**
 - [A.](#) Approval of Minutes - July 21, 2021 City Council Meeting
 - [B.](#) Right of Way Permit - Centerpoint Energy - 7955 Van Buren St NE
 - [C.](#) Mayor's Proclamation - Kraus Hartig VFW Day - July 6, 2021
 - [D.](#) Contractor's Request for Payment No. 1 - 2021 Seal Coat Project
 - [E.](#) Sign Permit
 - [F.](#) Contractor's License
- 8. DEPARTMENT REPORTS**
 - [A.](#) Public Works Report
- 9. PUBLIC HEARING**
 - [A.](#) MS4 Annual Report
- 10. ORDINANCES AND/OR RESOLUTIONS**
 - [A.](#) Ordinance 474 - Amending Chapter 16 Establishing Specific Development Standards for Bulk Deicer Storage Facilities
 - [B.](#) Resolution 21-23, Authorizing Summary Publication of Ordinance 474, Amending Chapter 16 of the City Code Establishing Specific Development Standards for Bulk Deicer Storage Facilities
 - [C.](#) Ordinance 475, Amending Chapter 12 of the City Code Relating to Construction Site Runoff Control
 - [D.](#) Resolution 21-24, Authorizing Summary Publication of Ordinance 475, Amending Chapter 12 of the City Code Relating to Construction Site Runoff Control
 - [E.](#) Resolution 21-25, Approving a Variance From the Front Yard Setback to Allow the Construction of a Covered Porch at 518 Rosedale Road NE

SEE REVERSE SIDE FOR RULES FOR PUBLIC HEARINGS AND
DISCUSSION FROM THE FLOOR

Individuals with disabilities needing auxiliary aid(s) may request assistance by contacting the City Clerk at 1301 81st Avenue NE, Spring Lake Park, MN 55432. Ph.763-784-6491 at least 48 hours in advance.

11. NEW BUSINESS

- [A.](#) Accept Letter of Retirement from Officer Dave Chelbeck
- [B.](#) Authorize Conditional Job Offer for Police Officer Candidate
- [C.](#) Authorize Hiring Process for a Police Officer Position
- [D.](#) Approve Hire of Recreation Support Specialist
- [E.](#) Recycling Contract Negotiations for 2022-2026
- [F.](#) Request for July 12 Work Session

12. REPORTS

- A. Attorney Report
- [B.](#) Engineer Report
- C. Administrator Report

13. OTHER

- [A.](#) Correspondence

14. ADJOURN

RULES FOR DISCUSSION FROM THE FLOOR AND PUBLIC HEARINGS

DISCUSSION FROM THE FLOOR

- Discussion from the floor is limited to three minutes per person. Longer presentations must be scheduled through the Administrator, Clerk/Treasurer's office.
- Individuals wishing to be heard must sign in with their name and address. Meetings are video recorded so individuals must approach the podium and speak clearly into the microphone.
- Council action or discussion should not be expected during "Discussion from the Floor." Council may direct staff to research the matter further or take the matter under advisement for action at the next regularly scheduled meeting.

PUBLIC HEARINGS

The purpose of a public hearing is to allow the City Council to receive citizen input on a proposed project. This is not a time to debate the issue.

The following format will be used to conduct the hearing:

- The presenter will have a maximum of 10 minutes to explain the project as proposed.
- Councilmembers will have the opportunity to ask questions or comment on the proposal.
- Citizens will then have an opportunity to ask questions and/or comment on the project. Those wishing the comment are asked to limit their comments to 3 minutes.

In cases where there is a spokesperson representing a group wishing to have their collective opinions voiced, the spokesperson should identify the audience group he/she is representing and may have a maximum of 10 minutes to express the views of the group.

- People wishing to comment are asked to keep their comments succinct and specific.
- Following public input, Councilmembers will have a second opportunity to ask questions of the presenter and/or citizens.
- After everyone wishing to address the subject of the hearing has done so, the Mayor will close the public hearing.
- The City Council may choose to take official action on the proposal or defer action until the next regularly scheduled Council meeting. No further public input will be received at that time.

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council Regular was held on June 21, 2021 at the City Hall, at 7:00 PM

1. CALL TO ORDER

Mayor Nelson called the meeting to order at 7:00 PM.

2. ROLL CALL

MEMBERS PRESENT

Mayor Robert Nelson

Councilmember Ken Wendling

Councilmember Brad Delfs

Councilmember Barbara Goodboe-Bisschoff

Councilmember Lisa Dircks

STAFF PRESENT

Police Chief Ebeltoft, Police Chief Antoine, Public Works Director Randall, Recreation Director Okey, Attorney Thames, Engineer Gravel, Administrator Buchholtz

OTHERS PRESENT

Bonnie Dircks, 773 83rd Avenue NE

Jason Miller, CPA, Smith Schafer & Associates

3. PLEDGE OF ALLEGIANCE

4. ADDITIONS OR CORRECTIONS TO AGENDA -- None

5. DISCUSSION FROM THE FLOOR -- None

6. CONSENT AGENDA

- A. Approval of Minutes - June 7, 2021 Council Meeting
- B. Approval of Minutes - June 14, 2021 Council Work Session
- C. Contractor Pay Request Final - Garfield Pond Improvements Project
- D. Second Quarter Billing for 2022 Payable 2023 Property Tax Assessment - Ken Tolzmann
- E. General Operations Disbursements - Claim Resolution #21-09 - \$379,128.40
- F. Resolution 21-22, Supporting the Development of a Greater Twin Cities Public Safety Training Facility
- G. Contractor's Licenses

Motion made by Councilmember Wendling to approve the Consent Agenda.

Voting Yea: Councilmember Wendling, Councilmember Delfs, Councilmember Goodboe-Bisschoff, Councilmember Dircks, Mayor Nelson. Motion carried.

7. DEPARTMENT REPORTS

A. Police Report

Police Chief Antoine provided an overview of police statistics from May 2021.

B. Recreation Report

Director Okey stated that Music in the Park will be held on June 23 at 6:30pm. She noted that teams from Emmanuel Christian Center would be doing volunteer projects in the City's parks. She expressed appreciation to the Tower Days Committee and Councilmembers Wendling and Dircks for their efforts to make the festival a success.

8. ORDINANCES AND/OR RESOLUTIONS -- None

9. NEW BUSINESS

A. 2020 Audited Financial Statements

Jason Miller, Smith Schafer and Associates, gave an overview of the City's 2020 financial statements. He stated that the City received an unmodified opinion; that the financial statements are fairly stated in all material respects. He stated that this is the highest opinion the City can receive. He stated that there were no exceptions noted under the Minnesota Legal Compliance testing.

He stated the City's General Fund balance at the end of 2020 was \$2,539,802, which represents 60% of 2020 expenditures. He noted that the City's debt burden as of December 31, 2020 was \$3,758,700, with the majority of the debt service retired by 2025.

Motion made by Councilmember Wendling to accept the 2020 Audited Financial Statements.

Voting Yea: Councilmember Wendling, Councilmember Delfs, Councilmember Goodboe-Bisschoff, Councilmember Dircks, Mayor Nelson. Motion carried.

B. Approval of Hire for Police Records Technician

Police Chief Antoine stated that the Police Department underwent a hiring process for the Records Management Technician position. He stated that the highest scoring applicant in the process was Kimberly Kiley. He requested the City Council accept staff's recommendation.

Motion made by Mayor Nelson to approve a conditional job offer to Kimberly Kiley, setting her at Step 2 of the salary schedule, pending the successful completion of a criminal background check.

Voting Yea: Councilmember Wendling, Councilmember Delfs, Councilmember Goodboe-Bisschoff, Councilmember Dircks, Mayor Nelson. Motion carried.

10. REPORTS**A. Attorney Report**

Attorney Thames noted that the property transaction for Lot 2 Block 1 McKinley Manor addition closed successfully.

B. Engineer Report

Engineer Gravel reported that the Anoka County CSAH 35 road resurfacing project began on Monday, June 21.

C. Administrator Report

Administrator Buchholtz reported that new Recreation Program Coordinator Jamie Cassidy began work today. He expressed his heartfelt appreciation to Recreation Director Okey, her staff and the Tower Days Committee for all their work to plan a successful festival.

11. OTHER**A. Correspondence**

Mayor Nelson stated that the Beyond the Yellow Ribbon Committee donated \$500 to the National Guard for a "RC Partycrashers" family event.

12. ADJOURN

Motion by Councilmember Wendling to adjourn.

Voting Yea: Councilmember Wendling, Councilmember Delfs, Councilmember Goodboe-Bisschoff, Councilmember Dircks, Mayor Nelson. Motion carried.

The meeting adjourned at 7:44 PM.

Robert Nelson, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer



CITY OF SPRING LAKE PARK
1301 Eighty-First Avenue N.E.
Spring Lake Park, MN 55432
Ph: 763-784-6491 Fax: 763-792-7257

PUBLIC RIGHT-OF-WAY APPLICATION

SAP# 98591436

MGC# 21-2983

NAME/COMPANY: CENTERPOINT ENERGY

GOPHER 1-CALL REG. NO.: 0029

ADDRESS: 700 LINDEN AVE W, MINNEAPOLIS, MN 55403

PHONE: 612-31-5532

FAX: _____

E-MAIL ADDRESS: jodell.cox@centerpointenergy.com

NAME OF REPRESENTATIVE: JODY COX

REPRESENTATIVE PHONE NO'S.: 612-321-5532

DESCRIPTION OF PROPOSED WORK: including a start date and completion date:

INSTALL A NEW GAS SERVICE AND CUT OFF AND DISCONTINUE USE OF OLD SVC

TO: 7955 VAN BUREN ST NE

START DATE: 6/30/2021

COMPLETION DATE: 11/30/2021

The City of Spring Lake Park reserves the right to modify the schedule as necessary in the issuance of the permit. Therefore, the dates stated on this application may not necessarily match actual approved dates.

EXPLANATION OF RESTORATION: _____

Authorized Representative Signature

Please waive permit
fees per franchise
agreement

6/28/2021

Date

FOR OFFICE USE ONLY

- ☐ PROOF OF CERTIFICATE OF INSURANCE:
☐ SCALED DRAWING SHOWING LOCATION
☐ COPY OF INSURANCE POLICIES
(If Corporation; from Secretary of State)

VERIFICATION DATE: _____

- ☐ LETTER OF CREDIT OR CONST. BOND
☐ COPY OF CERTIFICATE OF AUTHORITY
(From M.P.U.C., State, or Federal Agency)

PERMIT FEES: ☐ Excavation Hole - \$150.00
☐ Trench - \$70.00/100'+Hole fee

☐ Emergency Hole - \$55.00
☐ Obstruction Fee - \$50.00+.05/Ft.

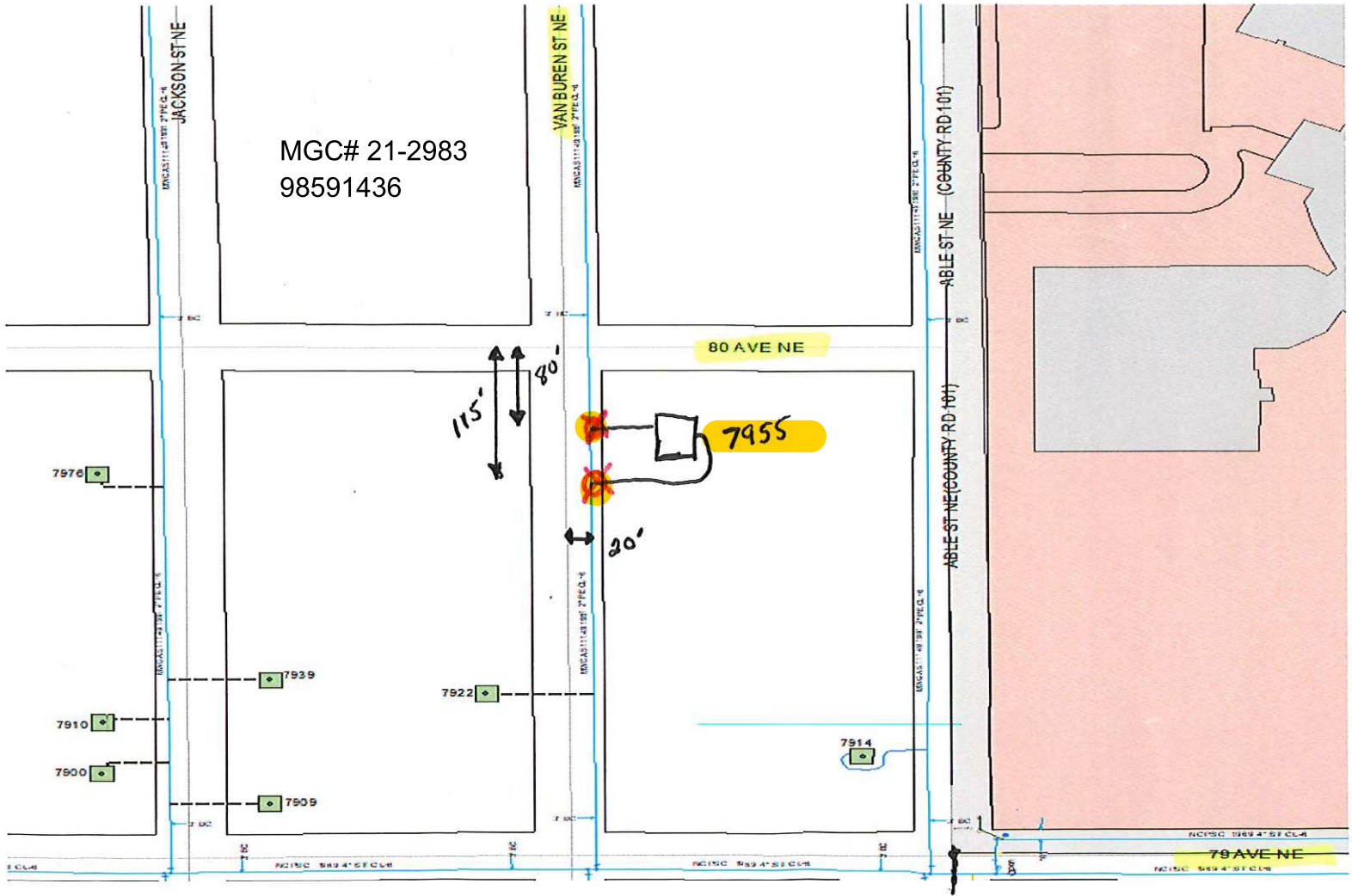
Receipt No.: _____

Date: _____

Initials: _____

APPLICANT MUST CONTACT THE SPRING LAKE PARK PUBLIC WORKS DIRECTOR AT 763-792-7227
48 HOURS PRIOR TO COMMENCING WORK

7955 Van Buren St. H.E. S.L.P. meter move



N City of Spring Lake Park.



MAYOR'S PROCLAMATION
COMMEMORATING 75TH ANNIVERSARY OF KRAUS HARTIG VFW
JULY 6, 2021

WHEREAS, Kraus Hartig VFW Post 6587 was chartered on April 4, 1946; and

WHEREAS, the post was named after P.F.C Richard Kraus, who was posthumously awarded the Congressional Medal of Honor after falling upon a Japanese grenade to save his fellow comrades on October 3, 1944, and Lt. Fred Hartig, Jr., who was posthumously awarded the Meritorious Air Metal and Purple Heart, after engaging the enemy over the English Channel on January 24, 1944; and

WHEREAS, Kraus Hartig VFW has been serving veterans and the broader community since its founding in 1946 by supporting and advocating for veterans upon their return from war; providing free meeting space to non-profit organizations; sponsoring youth sports teams, band trips, Boy Scout troops and the Spring Lake Park Opportunities in Emergency Care; purchasing lifesaving equipment for police, fire and emergency services and supporting various community organizations; and

WHEREAS, Kraus Hartig VFW is an active partner with the City of Spring Lake Park, co-sponsoring the Tower Days community festival, the Senior Valentine Day luncheon and the Santa breakfast; providing space for numerous Recreation Department programs; donating funds to the City for the construction of the shooting range for the Police Department and serving as the home to the Spring Lake Park Beyond the Yellow Ribbon Committee; and

WHEREAS, this year represents the 75th Anniversary of the founding of Kraus Hartig VFW and it is fitting to recognize Kraus Hartig VFW for their many community accomplishments and contributions over the past 75 years.

NOW, THEREFORE, I, Robert Nelson, Mayor of the City of Spring Lake Park, do hereby proclaim July 6, 2021 as

KRAUS HARTIG VFW DAY

in the City of Spring Lake Park and do hereby thank the members of Kraus Hartig VFW Post 6587 for their service to our country and our community.

Dated this 6th day of July, two thousand twenty-one.

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, City Clerk



Stantec Consulting Services Inc.
733 Marquette Avenue, Suite 1000
Minneapolis, MN 55402
Tel: (612) 712-2000

June 28, 2021

Mr. Daniel Buchholtz, Administrator
City of Spring Lake Park
1301 81st Avenue NE
Spring Lake Park, MN 55432

Re: 2021 Seal Coat Project
Project No. 193805205
Contractor's Request for Payment No. 1

Dear Dan:

Attached for city approval is Contractor's Request for Payment No. 1 for the 2021 Seal Coat Project. The prime Contractor on this project is Allied Blacktop Company.

This request covers crack repair and seal coat work. A future payment request will be processed to cover pavement markings.

We have reviewed the contractor's payment request and found it to be in order. We recommend approval. **If the City wishes to approve this request, then payment should be made to Allied Blacktop in the amount of \$66,068.47.**

Please execute the payment request documents. Keep one copy for your records, forward a copy to Allied Blacktop, and return one copy to me.

Feel free to contact me if you have any questions.

Regards,
STANTEC

A handwritten signature in black ink that reads "Phil Gravel".

Phil Gravel
City Engineer

Enclosures

cc: Terry Randall, Public Works Director



Owner: City of Spring Lake Park, 1301 j81st Ave. NE, Spring Lake Park, MN 55432	Date: October 28, 2020
For Period: 5/1/2021 to 6/28/2021	Request No: 1
Contractor: Allied Blacktop Company, 10503 89th Ave. N., Maple Grove, MN 55369	

CONTRACTOR'S REQUEST FOR PAYMENT
SPRING LAKE PARK 2021 SEAL COAT PROJECT
STANTEC PROJECT NO. 193505205

SUMMARY

1	Original Contract Amount		\$ 95,190.00
2	Change Order - Addition	\$ 0.00	
3	Change Order - Deduction	\$ 0.00	
4	Revised Contract Amount		\$ 95,190.00
5	Value Completed to Date		\$ 69,545.75
6	Material on Hand		\$ 0.00
7	Amount Earned		\$ 69,545.75
8	Less Retainage 5%		\$ 3,477.28
9	Subtotal		\$ 66,068.47
10	Less Amount Paid Previously		\$ 0.00
11	Liquidated damages -		\$ 0.00
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO. 1		\$ 66,068.47

Recommended for Approval by:
STANTEC

Phil Havel

6/28/21

Approved by Contractor:
ALLIED BLACKTOP COMPANY

Per Allied Invoice 06646 dated 6/25/21

Approved by Owner:
CITY OF SPRING LAKE PARK

Specified Contract Completion Date:

Date:

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
BASE BID - 2021 SEAL COAT PROJECT:							
1	MOBILIZATION AND TRAFFIC CONTROL	LS	1	8000.00	0.5	0.5	\$4,000.00
2	ROUTE AND SEAL CRACK REPAIR	LBS	6500	0.35	1313	1313	\$459.55
3	CLEAN AND SEAL CRACK REPAIR	LBS	6500	0.35	3062	3062	\$1,071.70
4	SEAL COAT AGGREGATE, FA-2 (MOD)	TN	625	1.00		396	\$396.00
5	BITUMINOUS MATERIAL FOR SEAL COAT, CRS-2	GAL	16200	4.30	14795	14795	\$63,618.50
6	4" DOUBLE SOLID LINE, YELLOW PAINT	LF	72000	0.12			\$0.00
7	4" SOLID LINE, WHITE PAINT	LF	40000	0.07			\$0.00
8	4" SOLID LINE, YELLOW PAINT (PARKING LOT)	LF	200	0.70			\$0.00
9	LT., RT., or THRU ARROW PVMT. MARKING, WHITE PAINT	EA	4	100.00			\$0.00
10	"ONLY" PAVEMENT MARKING, WHITE PAINT	EA	3	125.00			\$0.00
11	"ONLY" PAVEMENT MARKING, WHITE PAINT	EA	2	0.00			\$0.00
TOTAL BASE BID - 2021 SEAL COAT PROJECT:							<u>\$69,545.75</u>
TOTAL BASE BID - 2021 SEAL COAT PROJECT							<u>\$69,545.75</u>
WORK COMPLETED TO DATE:							<u>\$69,545.75</u>

PROJECT PAYMENT STATUS

OWNER CITY OF SPRING LAKE PARK
STANTEC PROJECT NO. 193505205
CONTRACTOR ALLIED BLACKTOP COMPANY

CHANGE ORDERS

No.	Date	Description	Amount
Total Change Orders			

PAYMENT SUMMARY

No.	From	To	Payment	Retainage	Completed
1	05/01/2021	06/28/2021	66,068.47	3,477.28	69,545.75

Material on Hand

Total Payment to Date		\$66,068.47	Original Contract	\$95,190.00
Retainage Pay No. 1		3,477.28	Change Orders	
Total Amount Earned		\$69,545.75	Revised Contract	\$95,190.00

City of Spring Lake Park
1301 81st Avenue NE
Spring Lake Park, MN 55432

Sign Permit

July 6, 2021

Sign Permit

Car Green

1103 Hwy 10



CITY OF SPRING LAKE PARK

1301 81st Avenue N E
Spring Lake Park, MN 55432
763-784-6491

Sign Permit Application

DATE: 6-28-2021

NAME OF APPLICANT: PRECISION SIGNS & IMAGING, LLC.

ADDRESS OF APPLICANT: 12227 NICOLLET AVE. SO. BURNSVILLE 55337

TELEPHONE NUMBER OF APPLICANT: 952-595-5678

NAME OF BUSINESS AND LOCATION of building structure, or lot to which or upon which the sign is to be attached or erected 1103 COUNTY HWY 10 SPRING LAKE PK 55432

New Construction: ☒ Remodel: ☐ Word Change Only: ☐

Attach a drawing or sketch showing the position of the sign in relation to the nearest building, structures, public streets, right-of-way and property lines. Said drawing to be prepared to scale.

Attach two (2) blueprints or ink drawings of the plans and specifications and method of construction or attachment to the building or in the ground, including all dimensions. Show location of all light sources, wattage, type and color of lights and details of light shields or shades.

Attach a copy of stress sheets and calculations showing the structure is designed for dead load and wind velocity in the amount required by this and all other Ordinances of the City, if requested by the Building Inspection Department.

Name of person, firm or corporation erecting the structure: PRECISION SIGNS & IMAGING

Address: 12227 NICOLLET AVE. SO. BURNSVILLE, MN. 55337

Is an Electrical Permit required? YES

I, the undersigned applicant, do further make the following agreement with the City of Spring Lake Park Mn:

- 1) To authorize and direct the City of Spring Lake Park to remove and dispose of any signs and sign structures on which a Permit has been issued but which was not renewed, if the owner does not remove the same within thirty (30) days following the expiration of the Permit.
- 2) To authorize and direct the City of Spring Lake Park to remove said sign and sign structure, at the expense of the applicant, where maintenance is not furnished, but only after a hearing and after notice of sixty (60) days, specifying the maintenance required by the City.
- 3) To provide any other additional information which may be required by the Building Inspection Department.

SIGNATURE OF APPLICANT

FOR OFFICE USE ONLY: *****

FEE: _____ RECEIPT NUMBER: _____

DATE OF APPROVAL: _____ DATE OF ISSUE: _____

REASON FOR DENIAL: _____

greg@precisionsigndesign.com

ADDITIONAL REQUIREMENTS FOR SIGN PERMIT:

SQUARE FOOTAGE OF FRONT OF BUILDING: ~~21' x 150' = 3,150 sq. ft.~~ 3275

SQUARE FOOTAGE OF ALL EXISTING SIGNS: ~~32 sq. ft.~~ 352

SQUARE FOOTAGE OF PROPOSED SIGN OR SIGNS: ~~43 sq. ft.~~ 54

INCLUDE A DRAWING SHOWING LOCATION AND MESSAGE ON SIGN.

IF YOU ARE NOT THE OWNER OF THE PROPERTY, INCLUDE A SIGNED LETTER FROM THE OWNER GIVING PERMISSION TO ERECT THE SIGN.

NOTE: ALL APPLICATIONS ARE DUE BY NOON ON THE TUESDAY PRECEEDING THE COUNCIL MEETING.

DRAWING:

Existing

Brakes, Shocks, Struts 10

Car X Building 70
Pylon 60x2 = 120

Fish Electronics
Building 32
Pylon 60x2 = 120

983 - 30%

352 Existing

54 - proposed

577 Remaining

proposed
54 - \$75 + 14(1.25) = \$92.50



547

City of Spring Lake Park
1301 81st Avenue NE
Spring Lake Park, MN 55432

Contractor's License

July 6, 2021

Blacktopping Contractor

Earth Wizards, Inc.

General Contractor

Home Improvement Project Consultants, Inc.

Midwest Fence Co

Quarve Contracting

Mechanical Contractor

BWS Plumbing, Heating & Air Conditioning

Deschene Enterprises, Inc.

Riccar Heating & Air

Plumbing Contractor

BWS Plumbing, Heating & Air

Centraire Heating & A/C, Inc.

Sewer & Water Contractor

Bonfe's Plumbing, Heating & Air Service, Inc.



Memorandum

To: Mayor Nelson and Members of the City Council

From: Terry Randall, Public Works Director

Date: June 30, 2021

Subject: June Public Works Report

During the month of June, the Public Works Department was busy doing the following activities:

- Continued to pick up garbage and recycling throughout the City along with doing general cleaning of all City Properties.
- Continued to cut grass and weed whip.
- Checking all sprinklers to insure water is not being wasted.
- Assisted the Parks Department with Tower Days Activities on June 13.
- Replaced hockey boards at Terrace Park.
- Pressure washed all of the gazebos and the tables under the shelters.
- Continue to paint crosswalks and stop bars West of Highway 65.
- Inspected the seal coating project.
- Inspected the Storm Water Ponds North of 81st Avenue and East of Highway 65.
- Continued to clean sewers in the areas that have not been lined.
- The Arthur Street Water Plant is up running and is working fine after a few minor SCADA System Problems corrected.
- Read all the water meters in the city and found that approximately 20 of them did need fixing. Ken was able to fix all but one of the meters.
- Dave Perkins made repairs to the water main break at 8423 University Avenue.

June Appointments:

- June 14 – Attended the Council Workshop
- June 16 – Met with New Look Contracting on the punch list for the water main project.
- June 30 – Budget meeting with Dan and Melissa

I would like to give a Special Thank you to ECC for the work they did on the parks, specially painting hockey boards at Terrace Park, painting the doors at the Lakeside Park Building and weeding all of the play grounds.

2021 MS4 Permit Annual Public Meeting



City of Spring Lake Park
July 6, 2021




1

What is an MS4?



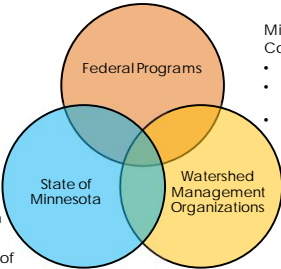
Municipal Separate Storm Sewer Systems (MS4)

- Owned by a State, City, Village, or Other Public Entity that Discharges to Waters of the U.S.
- Designed or used to Collect or Convey Stormwater
- Not a combined sewer
- Not part of a Publicly Owned Treatment Works (sewage treatment plant)



2

Who is Involved with Stormwater Management Regulation in Spring Lake Park?



Federal Programs


- Minnesota Pollution Control Agency
 - NPDES MS4 Permit
 - NPDES Construction Stormwater Permit
 - NPDES Industrial Permit

State of Minnesota

- Metropolitan Council
- Department of Natural Resources
- State Board of Water and Soil Resources (BWSR)

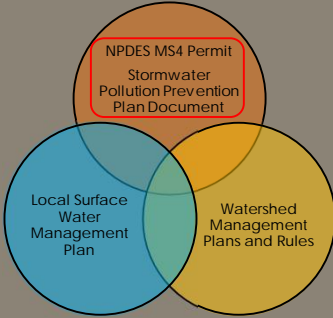
Watershed Management Organizations

- Coon Creek Watershed District
- Rice Creek Watershed District



3


Stormwater Regulatory Documents that Impact Municipal Operations



NPDES MS4 Permit Stormwater Pollution Prevention Plan Document

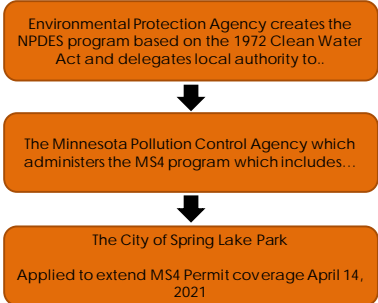
Local Surface Water Management Plan

Watershed Management Plans and Rules



4

The Origins of the MS4 Permit



Environmental Protection Agency creates the NPDES program based on the 1972 Clean Water Act and delegates local authority to...

↓

The Minnesota Pollution Control Agency which administers the MS4 program which includes...

↓

The City of Spring Lake Park
Applied to extend MS4 Permit coverage April 14, 2021

5

Basic Components of the MS4 Permit

6 Minimum Control Measures


- Public Education and Outreach
- Public Participation and Involvement
- Illicit Discharge Detection and Elimination
- Construction Site Storm Water Runoff Control
- Post-Construction Storm Water Management
- Pollution Prevention and Good Housekeeping for Municipal Operations



6

Examples of Pollutant Sources

Organic Waste



Illicit Discharges




Construction Runoff



Chemical Application





7

How Spring Lake Park Currently Complies with the MS4 Permit.

Storm Water Pollution Prevention Plan Document


- Partnerships with Watersheds
- City Ordinance and LWMP Requirements
- Implement Enforcement Response Procedures
- Storm Sewer System Map
- Stormwater Related Brochures and Articles
- MS4 Permit Annual Public Meeting
- Inspections (Illicit discharge, Construction, and MS4 System)
- Provide a Plan Review Checklist
- Street Sweeping
- Staff Training
- Facilities Inventory Assessment
- Pond Assessment
- MS4 Annual Reports




8

Permit Updates

- New General Permit was issued November 16, 2020
- City submitted application April 14, 2021
- City submitted updated application May 26, 2021
- *Currently waiting for MPCA to determine if application is complete*
- 30-day public notice period
- Permit coverage extended
- City will have 12 months to incorporate new requirements






9

Permit Updates

- Additional public education and outreach for illicit discharge detection and elimination (IDDE), deicing salt use
- Regulatory mechanism for pet waste, proper salt storage
- City staff training and training documentation requirements for IDDE, construction stormwater management, post-construction stormwater management, and winter road maintenance
- Total Maximum Daily Load (TMDL) requirements



10

Questions?

PLEASE DON'T POLLUTE

DRAINS TO MISSISSIPPI RIVER








11

**SPRING LAKE PARK
ORDINANCE 474**

**AN ORDINANCE AMENDING CHAPTER 16 OF THE CITY CODE
ESTABLISHING SPECIFIC DEVELOPMENT STANDARDS FOR BULK DEICER
STORAGE FACILITIES.**

WHEREAS, the removal of snow and ice from roadways is essential to both public safety and to the local economy and in order to protect the public safety, during and after winter storm events, the use of pavement deicing chemicals is a widely accepted means of keeping roadways passable; and

WHEREAS, pavement deicing is typically accomplished through the use of deicers which can be corrosive to vehicles, roadway surfaces and bridges and has been found to have adverse effects on surface waters, on ground water and to environmentally sensitive areas; and

WHEREAS, negative environmental impacts may occur when salt and other deicers are not properly stored; and

WHEREAS, one of the sources of chloride entering the ground water is salt spillage that is either plowed or washed from maintenance yards, unloading and loading areas and it is necessary to the health, safety and welfare to regulate the storage of bulk deicing materials on public and private property in order to reduce the costly impacts of such use to the surrounding vegetation, surface water and ground water.

NOW THEREFORE, be it ordained by the Council of the Spring Lake Park, in the State of Minnesota, as follows:

SECTION 1: **AMENDMENT** “16.04.070 Definitions - Zoning” of the Spring Lake Park Municipal Code is hereby *amended* as follows:

A M E N D M E N T

16.04.070 Definitions - Zoning

For the purpose of this title, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

ALLEY. A narrow thoroughfare upon which the rear of premises generally abuts or upon which service entrances of buildings abut, and which is not generally used as a thoroughfare by both pedestrians and vehicles, or which is not used for general traffic circulation, or which is not in excess of 30 feet in width at its intersection with a street.

AUTOMOBILE SERVICE STATION. Any building or premises used for the dispensing or sale of automobile fuels, lubricating oil or grease, tires, batteries, or minor automobile accessories. Services offered may include the installation of tires, batteries, and minor accessories, minor automobile repairs, and greasing or washing of individual automobiles. When sales, services, and repairs as detailed here are offered as incidental to the conduct of an **AUTOMOBILE SERVICE STATION**, premises shall be classified by the primary usage. **AUTOMOBILE SERVICE STATIONS** shall not include the sale or storage of junked motor vehicles, shall not include premises offering major automobile repairs, automobile wrecking, or automobile sales. In connection with **AUTOMOBILE SERVICE STATIONS**, fuels offered for sale shall be stored only in underground tanks located wholly within the lot line.

AUTOMOBILE WASH. A building, or portion thereof, containing facilities for washing more than two automobiles, using production line methods with a steam cleaning device or other mechanical devices.

BASEMENT. A story having more than one-half its height below the average level of the adjoining finished grade. A **BASEMENT** is counted as a story for the purposes of height regulations, if subdivided and used for business or dwelling purposes.

BERTH. A loading space.

BLOCK. A tract of land bounded by streets, or a combination of streets and public parks, cemeteries, railroad rights-of-way, shorelines, waterways, or boundary lines of the corporate limits of the city.

BOARDING HOUSE. A building other than a hotel, where for compensation and by prearrangement for definite periods, meals or lodging and meals are provided for three or more persons, but not exceeding ten persons.

BOARDING SCHOOL. A school at which the pupils receive board and lodging during the school term.

BREWER TAP ROOM. A brewer taproom is a facility on or adjacent to premises owned by a brewer licensed under M.S. § 340A.301, Subd. 6(c), (i) or (j) and produces less than 250,000 barrels of malt liquor annually, and where the on-sale and consumption of malt liquor produced by the brewer is permitted pursuant to M.S. § 340A.301, Subd. 6(b).

BUILDABLE AREA. The space remaining on a lot after the minimum setback and open space requirements of this title have been met.

BUILDING. Any structure used or intended for supporting or sheltering any use or occupancy. The term includes structures of every kind, regardless of similarity to buildings.

BUILDING, ACCESSORY. A subordinate building or structure on the same lot.

BUILDING, DETACHED. A building surrounded by open space, that open space being on the same zoning lot as the building.

BUILDING, HEIGHT OF. The vertical distance measured from the average elevations of the finished grade along the front of the building to the highest point of the roof surface in a flat roof, to the deck line of mansard roofs, and to the mean height level between eaves and the ridge of gable, hip, and gambrel roofs.

BUILDING INSPECTOR. The building inspector of the city.

BUILDING LINE. An imaginary line separating buildable area and required yards.

BUILDING LINE SETBACK. The distance between the building line and the property line.

BUILDING, NON-CONFORMING. See **NON-CONFORMING BUILDING**.

BUILDING, PRINCIPAL. A non-accessory building in which a principal use of the zoning district in which it is located is conducted.

BULK. The term used to indicate the size and setbacks of buildings or structures and location of same with respect to one another, and includes the following:

- A. The size and height of buildings;
- B. The location of exterior walls at all levels in relation to lot lines, streets, or to other buildings;
- C. The gross floor area of buildings in relation to lot area (floor area ratio);
- D. All open spaces allocated to buildings; and
- E. The amount of lot area per dwelling unit.

BULK MATERIALS. Uncontained solid matter, such as powder, grain, stone, and sulphur, and the like, that has a tendency to become airborne.

BULK DEICER STORAGE. Storage of any material used for deicing and/or traction during winter conditions that is more than five tons in solid form or 1,000 gallons in liquid form.

CITY ADMINISTRATOR, CLERK/TREASURER. The Administrator, Clerk/Treasurer of the city.

CITY COUNCIL. The City Council of the city.

CLUSTER DEVELOPMENT. A planned unit development consisting only of residential units.

COCKTAIL ROOM. A cocktail room is a facility on or adjacent to premises owned by a micro distillery licensed under M.S. § 340A.301 Subd. 6(c) which produces premium, distilled spirits in total quantity not to exceed 40,000-proof gallons in a calendar year, and where the on-sale and consumption of distilled spirits produced by the microdistillery is permitted pursuant to M.S. § 340A.301, Subd. 6(c).

COMPREHENSIVE PLAN. A compilation of reports and maps for guiding the physical, social, and economic development, both private and public, of the city.

CONDITIONAL USE. A use classified as conditional generally may be appropriate or desirable in a specific zone, but requires approval because if not carefully located or designed, it may create special problems such as excessive height or bulk or traffic congestion.

CONDITIONAL USE PERMIT. A permit to allow a conditional use duly authorized by the appropriate authority as described in SLPC 16.56.020. A conditional use permit may be subject to periodic review upon determination by the city.

CURB LEVEL. The level of the established curb in front of the building measured at the center of that front. Where a building faces on more than one street, the **CURB LEVEL** shall be the average of the levels of the curbs at the center of the front of each street. Where no curb elevation has been established, the City Engineer shall establish the **CURB LEVELS**.

DECIBEL. A unit of measurement of the intensity of sound level.

DEICER. Any substance used to melt snow and ice or used for its anti-icing effects.

DISPLACEMENT. The amount of motion involved in a vibration.

DISTRICT. A **ZONING DISTRICT** as defined herein.

DORMITORY. A building used as group living quarters for a student body, religious order or other group as an associated use to a college, university, boarding school, orphanage, convent, monetary or other similar use. Dormitories do not include kitchen facilities, except a group kitchen facility to serve all residents.

DWELLING, ATTACHED. A dwelling unit which is joined to another dwelling or building on one or more sides by a party wall or walls.

DWELLING, DETACHED. A dwelling unit which is entirely surrounded by open space on a single parcel with no common party walls.

DWELLING, MEDIUM DENSITY. A residential building designed for or occupied by three or more families, either wholly attached or partially a part of a large detached structure with separate laundry, storage, housekeeping, and cooking for each dwelling unit. This type of dwelling units shall include townhouses, patio homes, condominiums, cooperatives, or similar units which are intended to be owner occupied.

DWELLING, MULTIPLE-FAMILY. A residential building containing three or more dwelling units with more than one unit connecting to a common corridor or entranceway and which may have some common housekeeping facilities and are available for rent.

DWELLING, SINGLE-FAMILY. A detached dwelling unit containing accommodations for and occupied by one family only.

DWELLING, TWO-FAMILY. A building designed for occupancy by two families living independently of each other.

DWELLING UNIT. A residential building or portion thereof intended for occupancy by a single family for living purposes and having its own permanently installed cooking and sanitary facilities, but not including hotels, motels, boarding or rooming houses, tourist homes, or mobile homes.

FAMILY. An individual or two or more persons related by blood, marriage, or adoption, and bona fide domestic servants, plus up to two unrelated persons, or a group of not more than three unrelated persons living together as a single housekeeping unit in a dwelling unit.

FAMILY members may enter into rental agreement(s) within the **FAMILY** unit. The definition of **FAMILY** for single-family residential purposes may be expanded to include up to four unrelated adults and up to six unrelated persons living together as a single housekeeping unit in a dwelling unit, provided that the applicant(s) be a qualified non-profit organization or a recognized governmental agency, and further provided that the applicant(s) obtain a conditional use permit in the manner provided in this code.

FLOOR AREA. The floor area of a building is the sum of the gross horizontal areas of the several floors of the building, measured from the exterior faces of the exterior walls.

FOOT CANDLE. A unit of illumination intensity.

FRONTAGE. All the property fronting on one side of a street between the nearest intersecting streets, or between a street and a right-of-way, waterway, or other similar barrier.

GARAGE, PRIVATE. An accessory building designed and used for the storage of not more than three motor-driven vehicles and owned and used by the occupants of the building to which it is accessory.

GARAGE, PUBLIC. A building, other than a private garage, used for the care, repair, or equipment of automobiles, or where these vehicles are parked or stored for remuneration, hire, or sale within the structure.

GRADE, STREET. The elevation of the established street in front of the building measured at the center of that front. Where no **STREET GRADE** has been established, the City Engineer shall establish the **STREET GRADE** or its equivalent for the purpose of this title.

HOME OCCUPATION. Any business, occupation, profession, or commercial activity that is conducted or petitioned to be conducted from property that is zoned for residential use. General farming and gardening activities are not considered home occupations and are not regulated by this title.

HOTEL. A building occupied as the more-or-less temporary abiding place of individuals who are lodged with or without meals, in which there are more than ten sleeping rooms usually occupied singly, and no provision made for cooking in any individual room or apartment.

HOUSE TRAILER. Any trailer or semi-trailer which is not more than eight feet in width and not more than 35 feet in length, and which is designed, constructed, and equipped for use as a human dwelling place, living abode, or living quarters.

LOADING SPACE. The portion of a lot or plot designed to serve the purposes of loading and unloading all types of vehicles.

LODGING HOUSE. A building where lodging is provided for compensation to three or more persons, in contradistinction to hotels open to transients.

LOT. Land occupied or to be occupied by a building and its accessory buildings together with such open spaces as are required under this title, and having its principal frontage upon a street. The term includes the words **PLOT, PIECE, PARCEL,** and **TRACT.**

LOT, CORNER. A lot located at the intersection of two streets; or a lot bounded on two sides by a curving street, two chords of which form an angle of 120 degrees or less measured on the lot side.

LOT COVERAGE. The area of a zoning lot occupied by the principal building or buildings and accessory buildings.

LOT DEPTH. The mean horizontal distance between the front and rear lot lines.

LOT, DOUBLE FRONTAGE. A lot having frontage on two non-intersecting streets, as distinguished from a corner lot.

LOT, INTERIOR. A lot other than a corner lot.

LOT LINE, FRONT. The boundary of a lot abutting a street. On a corner lot, the shortest street lot line shall be the **FRONT LOT LINE.**

LOT LINE, REAR. The lot line or lot lines most nearly parallel to and most remote from the front lot line.

LOT LINE, SIDE. Lot lines other than front or rear lot lines which are generally perpendicular to the front lot line.

LOT OF RECORD. A lot which is a part of a subdivision, the map of which has been recorded in the office of the Registrar of Deeds, or a lot described by metes and bounds, the deed to which has been recorded in the office of the Registrar of Deeds at the time this title is adopted.

LOT WIDTH. The horizontal distance between the side lot lines measured at right angles to the lot depth at the established front building line.

MANUFACTURED HOME. A single-family dwelling transportable in one or more sections for purposes of construction, and built in conformance with the Manufactured Home Building Code as defined in M.S. §§ 327.31 - 327.35, as they may be amended from time to time.

MAY. The act referred to is permissive.

MOBILE HOME. A transportable, single-family dwelling unit, suitable for year-round occupancy and containing the same water supply, waste disposal, and electrical conveniences as immobile housing; and being subject to tax or registration under state law; and having no foundation other than wheels, jacks, or skirtings.

MOTEL. A combination or group of two or more detached, semi-detached, or connected permanent dwellings occupying a building site integrally owned and used as a unit to furnish overnight transient living accommodations.

NON-CONFORMING BUILDING. A structure which does not comply with the district, bulk, yard, setback, or height regulations of the district in which it is located.

NON-CONFORMING LOT. A lot which does not comply with the minimum lot area or frontage requirements of the district in which it is located.

NON-CONFORMING USE OF BUILDING. A use of a building which does not conform to the applicable use regulations of the district in which it is located.

NON-CONFORMING USE OF LAND. Any use of a lot which does not conform to the applicable use regulations of the district in which it is located.

PARKING, OFF-STREET. Parking spaces which are provided on other than the public right-of-way.

PARKING SPACE. A land area of such a shape and dimension and so maintained as to be usable for the parking of a motor vehicle, and so located as to be readily accessible to a public street or alley.

PATIO HOUSE. A single-family residence constructed lot line to lot line and oriented about a central court.

PERFORMANCE STANDARD. A criterion established to control noise, odor, smoke, toxic or noxious matter, vibration, fire and explosive hazard, or glare, heat glare, heat generated by, or inherent in, uses of land or building.

PERSON. Includes a firm, association, organization, partnership, trust, company, or corporation as well as an individual.

PLANNED UNIT DEVELOPMENT. A tract of land developed as a unit rather than as individual development, wherein two or more buildings may be located in relationship to each other rather than to lot lines.

PLANNING COMMISSION. The Planning Commission of the city.

PLOT. A tract other than one unit of a recorded plat or subdivision and occupied and used or intended to be occupied and used as a building site and improved or intended to be improved by the erection thereon of a building or buildings and accessory building or buildings and having a frontage upon a public street or highway and including as a minimum those open spaces as required under this title.

PUBLIC OPEN SPACE. Any publicly owned open area, including but not limited to the following: parks, playgrounds, school sites, parkways, and streets.

PUBLIC ROAD. Any street, alley, highway, or other public thoroughfare.

PUBLIC UTILITY. Any person, firm, corporation, municipal department, or board fully authorized to furnish and furnishing under municipal regulation to the public, such services as electricity, gas, steam, communication services, telegraph services, transportation, or water.

RECREATIONAL EQUIPMENT. House trailers including those which telescope or fold down, chassis-mounted campers, house cars, motor homes, tent trailers, slip-in campers, converted buses, and converted vans.

REST HOME, CONVALESCENT HOME, or NURSING HOME. A public or private home for the care of persons, or a place of rest for those suffering bodily disorders.

SATELLITE RECEIVE-ONLY ANTENNA or SROA. An accessory structure consisting of a device commonly parabolic in shape, mounted at a fixed point and capable of receiving, for the benefit of the principal use, television signals from a transmitter or a transmitter relay located in geostationary orbit and serving the same or similar function as the common television antenna.

SETBACK. The mean horizontal distance between the property line and the line of a building or the allowable building line.

SHALL. The act referred to is mandatory and not discretionary.

SHOPPING CENTER.

- A. **COMMUNITY SHOPPING CENTER.** A retail center designed for the purpose of retailing and providing a wide range of goods and services of both the convenience and the shopper's or durable nature such as apparel, furniture, and banking and financial services for a trade area comprised of several residential areas.
- B. **NEIGHBORHOOD SHOPPING CENTER.** A retail center designed for the purpose of retailing convenience goods such as foods and drugs and providing personal services such as barber shops and laundry stations for the accommodation of the basic day-to-day shopping or service needs of persons living or working within the nearby area.

SIGN. A name, identification, description, display, illustration, or device which is affixed to or represented directly or indirectly upon a building, structure, or land in view of the general public and which directs attention to a product, place, activity, person, institution, or business.

STORY. The portion of a building included between the surface of any floor and the surface of the floor next above it, or, if no floor above, the space between a floor and the ceiling next above it.

STORY, HALF. A space under a sloping roof which has the line of intersection of roof decking and wall face not more than three feet above the top floor level, and in which space not more than two-thirds of the floor area is finished off for use. A **HALF STORY** containing independent apartment or living quarters shall be counted as a full story.

STREET. A thoroughfare which affords a principal means of access to abutting property and which has been accepted by the city as a public street.

STRUCTURAL ALTERATIONS. Any change in the supporting members of a building such as bearing walls, columns, beams, or girders, or any substantial changes in the roof and exterior walls.

STRUCTURE. Anything constructed or erected, the use of which requires more or less permanent location on the ground or attachment to something having a permanent location on the ground. When a **STRUCTURE** is divided into separate parts by an unpierced wall, each part shall be deemed a separate **STRUCTURE**.

SUBDIVISION REGULATIONS or SLPC 14. SLPC 14; the subdivision regulations of the city.

TOWNHOUSE. A single structure consisting of three or more dwelling units having the first story at or near the ground level, with one dwelling unit connected to the other dwelling unit by a single party wall with no openings.

USE. The purpose for which land or premises or a building thereon is designated, arranged, or intended, or for which it is or may be occupied or maintained.

USE, ACCESSORY. A use subordinate to the main use of a lot and used for purposes customarily incidental to those of the main use.

USED FOR. Includes the phrases **ARRANGED FOR, DESIGNATED FOR, INTENDED FOR, MAINTAINED FOR,** and **OCCUPIED FOR.**

USE, PERMITTED. A use which may lawfully be established in a particular district or districts, provided it conforms with all requirements, regulations, and performance standards of those districts.

VARIANCE. A modification or variation of the provisions of this title, as applied to a specific piece of property, except that modification in the allowable uses within a district shall not be considered a **VARIANCE.**

YARD. An open space on the same zoning lot with a building or structure, which **YARD** is unoccupied and unobstructed from its lowest level to the sky, except as otherwise permitted in this title.

YARD, FRONT. A yard extending across the front of the lot between the side yard lines and lying between the front street line of the lot and the nearest line of the building.

YARD, REAR. An open space unoccupied except for accessory buildings as regulated herein, on the same lot with a building, between the rear lines of the building and the rear line of the lot, for the full width of the lot.

YARD, SIDE. An open, unoccupied space on the same lot with a building, between the building and the side line of the lot and extending from the front lot line to the rear yard.

ZONING ADMINISTRATOR. The appointed Administrator, Clerk/Treasurer, or his/her designee.

ZONING DISTRICT. Area of the city (as defined on the **ZONING MAP**) set aside for specific uses with specific requirements for use of development.

ZONING MAP. The map or maps incorporated into this title as a part thereof, designating the various zoning districts; the City Zoning Map.

SECTION 2: AMENDMENT “16.36.010 Specific Development Standards”
of the Spring Lake Park Municipal Code is hereby *amended* as follows:

AMENDMENT

16.36.010 Specific Development Standards

The purpose of this section is to establish specific development standards to provide supplemental regulations to address the unique characteristics of specific uses.

A. Auto and marine; sales, leasing and rental.

1. The use shall be served by a major collector or higher classification of roadway.
2. An open-aired used auto and marine sales or rental lot as a stand-alone business is prohibited.
3. Used automobiles may be sold or rented as a stand-alone business if the used vehicles and associated business are contained within a building.
4. Used automobiles may not be sold accessory to businesses other than new car dealerships. Outdoor vehicle display for used vehicles shall be limited to 30% of the total outdoor display area for a new car dealership. The display area shall be defined as the total number of parking spaces devoted to the sale of new vehicles only, not including the required off-street parking spaces needed for the public and employees.
5. Outdoor vehicle display areas within the public right-of-way are prohibited.
6. All areas on which motor vehicles are stored or displayed must be paved with concrete or a bituminous surface. No display, sale or storage of automobiles or other vehicles are permitted on landscaped areas.
7. Outdoor vehicle display shall be in an orderly fashion, with access aisles provided as needed. Outdoor vehicle display shall not reduce the amount of off-street parking provided on-site, below the level required for the principal use. The outdoor storage of inoperable, junk vehicles and vehicles with expired tabs is prohibited.
8. Music or amplified sounds shall not be audible from adjacent residential properties.
9. An appropriate transition area between the use and adjacent property shall be provided by landscaping, screening or other site improvements consistent with the character of the neighborhood.
10. Fuel pumps for the purpose of retail sale and dispensing of fuel to the general public shall be prohibited. If the use included dispensing of fuel for automobiles maintained on-site, the use shall employ best management practices regarding the venting of odors, gas and fumes. Such vents shall be directed away from residential uses. All storage tanks shall be equipped with vapor-tight fittings to eliminate the escape of gas vapors.

B. Auto and marine; service and repair.

1. All vehicles waiting for repair or pick-up shall be stored within an enclosed building or in designated off-street parking spaces.
2. All work shall be performed within a completely enclosed building.
3. All vehicles parked or stored on site shall display a current license plate with a current license tab. Outside storage of automobile parts or storage of inoperable or salvage vehicles shall be prohibited.
4. The sale of vehicles shall be prohibited, unless permitted by this title or allowed by conditional use.
5. The use shall employ best management practices regarding the venting of odors, gas and fumes. Such vents shall be located a minimum of ten feet above grade and shall be directed away from residential uses. All storage tanks shall be equipped with vapor tight fittings to eliminate the escape of gas

vapors.

6. Any automobile service station activities shall be subject to the applicable standards for automobile convenience facilities.

C. Car wash.

1. Water from the car wash shall not drain across any sidewalk or into any public right-of-way.
2. Vacuum facilities shall be located in an enclosed structure or located at least 50 feet from any residential property line to avoid noise impacts.
3. The premises, all adjacent streets, sidewalks and alleys and all sidewalks and alleys within 100 feet of the use shall be inspected regularly for the purposes of removing litter found thereon.

D. Daycare center.

1. The building and any exterior fenced areas shall meet the setback requirements for a principal structure in the zoning district in which the use is located.
2. The play area shall be located away from the main entrance to the daycare facility and shall be contained with a fence at least five feet in height.
3. For child daycare centers, at least 50 square feet of outside play area shall be provided for each child under care. For adult daycare facilities, at least 150 square feet of outdoor area for seating or exercise shall be provided for each adult under care.
4. The use shall provide a designated area for the short-term parking of vehicles engaged in loading and unloading of children under care. The designated area shall be located as close as practical to the principal entrance of the building and shall be connected to the building by a sidewalk.
5. The facility shall meet all applicable building and fire codes and be licensed as required by the State of Minnesota.

E. Drive-in restaurants.

1. The site shall accommodate vehicle stacking in accordance with the provisions of this title.
2. Any speaker system shall not be audible from any residentially zoned property or any residential use.

F. Home occupations.

1. No home occupation shall require internal or external alterations or involve construction features not customarily found in dwellings except where required to comply with local and state fire and police recommendations.
2. Conduct of the home occupation does not generate more noise, vibration, glare, fumes, odors, or electrical interference than normally associated with residential occupancy in the neighborhood.
3. The home occupation is not of a scale requiring the use of a commercial vehicle for the delivery of materials to or from the premises.
4. The home occupation may increase vehicular traffic flow and parking by no more than one additional vehicle at a time and any need for parking generated by the conduct of a home occupation shall be met off the street, other than in a required front yard.

5. No outdoor display of goods or outside storage of equipment or materials shall be permitted.
6. Home occupations shall not include employment of persons not residing on the premises.
7. The area used for the home occupation may not exceed 25% of the total floor area of the dwelling.
8. Home occupations may have one wall sign per dwelling not exceeding one square foot in area.

G. Pawnshop.

1. The use shall be located at least 3,000 feet from all existing pawnshops, currency exchanges, consignment/secondhand stores and precious metal dealerships.
2. The window and door area of any existing first floor facade along a public street or sidewalk shall not be reduced, nor shall changes be made to such windows or doors that block views into and out of the building at eye level.
3. The use of bars, chains or similar security devices that are visible from a public street or sidewalk shall be prohibited.
4. All receipt, sorting and processing of goods shall occur within a completely enclosed building.
5. The premises, all adjacent streets, sidewalks and alleys, and all sidewalks and alleys within 100 feet of the use shall be inspected regularly for the purposes of removing litter found thereon.

H. Sexually-oriented businesses.

1. Conditions outlined in SLPC 11.44.040, Conditional Use Permit Required; Conditions, in SLPC 11.44, Sexually Oriented Businesses, as may be amended from time to time, are adopted by reference.
2. The use shall be located at least 1,000 feet from any other adult entertainment use.
3. Activities classified as obscene as defined by M.S. § 617.241, or successor statute, are prohibited.
4. No more than one adult entertainment use shall be located on the property.
5. Sign messages shall be generic in nature and shall only identify the type of business which is being conducted. Signs shall not contain material classified as advertising.

I. Boarding school.

1. Dormitory must be supervised by adult staff members whenever students are present.
2. Dormitory must have sufficient personal space for students to sleep in and store their belongings, with suitable furniture of sufficient size for the number of students, as well as appropriate separation between gender and age groups.
3. In addition to sleeping rooms, dormitory must include provision of support spaces (e.g. living room, activity room, study rooms, storage, laundry, kitchen/dining area, bathrooms, etc.).
4. Dormitory must have bathroom and washing facilities that ensure maximum privacy of students, as well as personal hygiene. Bathrooms, showers and

toilets must be designed in such a way that staff is able to open them from the outside in case of an emergency.

5. Dormitory must provide a space for health care, such as sick rooms/bays with an appropriate first aid kit.

J. Liquor establishments; churches, schools.

1. No on-sale or off-sale liquor establishment shall be located within 500 feet of a school or church, consistent with SLPC 11.08.010 Paragraph Q, as amended from time to time.
2. No church or school shall be located within 500 feet of an on-sale or off-sale liquor establishment licensed by the city. A church or school located within 500 feet of an on-sale or off-sale liquor establishment prior to the effective date of this section shall be considered a legal, non-conforming use.

K. Bulk deicer storage facilities.

1. Applicability. The following sections apply to all indoor and outdoor bulk deicer storage facilities (temporary and permanent) including salt piles, salt bag storage, sand piles and other storage of deicing materials.

2. General Requirements.

- a. Indoor operations for the storage of deicing materials must be provided wherever possible in order to prevent such materials from being affected by rain, snow and melt water.

- b. All salt, sand and other deicing materials stored outdoors must be covered at all times.

- (1) When not using a permanent roof, a waterproof impermeable, flexible cover must be placed over all storage piles. The cover must prevent runoff and leachate from being generated by the outdoor storage piles. The cover must be secured to prevent removal by wind or other storm events. Piles must be formed in a conical shape and covered as necessary to prevent leaching.

- (2) Any roof leaks, tears or damage should be temporarily repaired during winter to reduce the entrance of precipitation. Permanent repairs must be completed prior to the next winter season.

(3) Facility siting.

- (A) The facility must be in close proximity to the area in which the deicing materials are to be used, if practical.

- (B) Each facility must be located outside of floodplains and 100 feet from lakes, rivers, streams, ditches, storm drains, manholes, catch basins, wetlands and any other areas likely to absorb runoff. A facility must not be located in close proximity to surface water features, water supplies, wells or drywells.

- (C) A facility must be located on impermeable surfaces.

- (D) Salt vulnerable/intolerant natural areas should be

avoided as storage facilities to the extent possible. Where they cannot be avoided, specific measures as identified by the City Engineer shall be instituted to protect vulnerable areas.

- (4) *Transfer of materials.* Practices must be implemented in order to reduce exposure (e.g. sweeping, diversions, and/or containment) when transferring salt or other deicing materials.
- (5) *Snow piles.* Snow piles must be located downslope from salt and deicer storage areas to prevent the snow melt from flowing through storage areas and carrying material to the nearest drainage system or waterway.

SECTION 3: **EFFECTIVE DATE** This Ordinance shall be in full force and effect upon its passage and publication.

PASSED AND ADOPTED BY THE SPRING LAKE PARK COUNCIL

	AYE	NAY	ABSENT	ABSTAIN
Councilmember Wendling	_____	_____	_____	_____
Councilmember Delfs	_____	_____	_____	_____
Councilmember Goodboe-Bisschoff	_____	_____	_____	_____
Councilmember Dircks	_____	_____	_____	_____
Mayor Nelson	_____	_____	_____	_____

Presiding Officer	Attest
-------------------	--------

_____ Robert Nelson, Mayor, Spring Lake Park	_____ Daniel R. Buchholtz, Administrator, Clerk/Treasurer Spring Lake Park
---	--



Memorandum

To: Mayor Nelson and Members of the City Council

From: Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer

Date: June 29, 2021

Subject: Bulk Deicer Storage Facility Ordinance

The City of Spring Lake Park holds an MS4 (Municipal Separate Storm Sewer System) permit from the MPCA that regulates the City's storm water system. The City just applied for a renewal of that MS4 permit. During that renewal application process, the City learned that it is required to adopt an ordinance establishing regulations around bulk deicer storage facilities to protect waterbodies connected to the City's storm water system from exposure to chlorides.

The proposed ordinance adds a definition to define the terms Bulk Deicer Storage and Deicer. The proposed ordinance establishes general requirements for how such indoor/outdoor bulk deicer storage facilities should be regulated.

There are very few of these facilities within the city; the largest one being the MnDOT facility at the intersection of County Road 10 and Highway 65. This ordinance would only affect new facilities and existing ones undergoing an expansion. All others would be grandfathered under current rules.

Because this provision is being added to the zoning code, the Planning Commission was required to hold a public hearing on the proposed ordinance. The Planning Commission recommended approval of the proposed ordinance.

Staff recommends approval of the proposed ordinance to bring the City into conformance with the new MS4 permit requirements.

If you have any questions, please don't hesitate to contact me at 763-784-6491.

RESOLUTION NO. 21-23

A RESOLUTION AUTHORIZING SUMMARY PUBLICATION OF ORDINANCE 474, AN ORDINANCE AMENDING CHAPTER 16 OF THE CITY CODE ESTABLISHING SPECIFIC DEVELOPMENT STANDARDS FOR BULK DEICER STORAGE FACILITIES

WHEREAS, as authorized by Minnesota Statutes, Section 412.191, subd. 4, the City Council has determined that publication of the title and summary of Ordinance 474 will clearly inform the public of the intent and effect of the Ordinance; and

WHEREAS, a printed copy of the Ordinance is available for inspection during regular office hours in the office of the City Clerk.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Spring Lake Park, Minnesota that the following summary of Ordinance No. 474 is approved for publication:

“On July 6, 2021, the Spring Lake Park City Council approved Ordinance No. 474, entitled ‘An Ordinance Amending Chapter 16 of the Spring Lake Park City Code Establishing Specific Development Standards for Bulk Deicer Storage Facilities.’

The following is a summary of Ordinance No. 474, a copy of which is available in its entirety for review during regular office hours at the City of Spring Lake Park, 1301 81st Avenue NE, Spring Lake Park, MN, or for review on the City’s website, www.slpmn.org.

The Ordinance amends Section 16.04.070 to create definitions for ‘bulk deicer storage’ and ‘deicer’ within the zoning code. The Ordinance amends Section 16.36.010 to create a new subsection establishing general requirements for bulk deicer storage facilities in an effort to prevent deicing materials from being affected by rain, snow and melt water and polluting waterbodies.

The Ordinance takes effect upon its passage by the City Council and publication in the City’s newspaper of record.”

The foregoing Resolution was moved for adoption by Councilmember .

Upon Vote being taken thereon, the following voted in favor thereof:

And the following voted against the same:

Whereon the Mayor declared said Resolution duly passed and adopted the 6th day of July, 2021.

APPROVED BY:

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator



Memorandum

To: Mayor Nelson and Members of the City Council

From: Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer

Date: June 29, 2021

Subject: Construction Site Runoff Control Ordinance

Chapter 12.44 references specific sections of the current 2018 NPDES Construction Stormwater General Permit. Those specific provisions will change with the adoption of the new 2022 permit.

Rather than amend the ordinance to correct the permit references, staff is recommending deleting the specific references to the permit to a reference to the overall permit. The proposed ordinance also corrects the name of the General Permit within the City Code.

There are no other changes proposed in the ordinance. It is only a technical amendment.

Staff recommends approval of Ordinance 475.

If you have any questions, please don't hesitate to contact me at 763-784-6491.

**SPRING LAKE PARK
ORDINANCE 475**

**AN ORDINANCE AMENDING CHAPTER 12 OF THE CITY CODE RELATING TO
CONSTRUCTION SITE RUNOFF CONTROL**

NOW THEREFORE, be it ordained by the Council of the Spring Lake Park, in the State of Minnesota, as follows:

SECTION 1: **AMENDMENT** “12.44.090 Minimum Construction Site Best Management Practices” of the Spring Lake Park Municipal Code is hereby *amended* as follows:

A M E N D M E N T

12.44.090 Minimum Construction Site Best Management Practices

- A. No SWPPP which fails to meet the standards contained in this section, or as described in the NPDES Construction Stormwater General Permit, shall be approved by the City Council or designated representative.
- B. *Site dewatering*. Water pumped from the site shall be treated by temporary sedimentation basins, grit chambers, sand filters, upflow chambers, hydrocyclones, swirl concentrators or other appropriate BMPs for dewatering activities described in the NPDES Construction Stormwater General Permit, ~~Part IV, D~~. Water may not be discharged in a manner that causes nuisance conditions, erosion, scour, or flooding of the site or receiving channels or a wetland. All discharge points must be adequately protected from erosion and scour. The discharge must be dispersed over natural rock riprap, sand bags, plastic sheeting or other accepted energy dissipation measures. Adequate sedimentation control measures are required for discharge water that contains suspended solids.
- C. *Construction site waste*. Management of solid and hazardous wastes on site shall meet the requirements of the NPDES Construction Stormwater General Permit, ~~Part IV, F~~.
 - 1. *Solid waste and material disposal*. All waste, unused building material (including garbage debris, cleaning wastes, wastewater, toxic materials or hazardous materials), collected sediment, asphalt and concrete millings, floating debris, paper, plastic, fabric, construction and demolition debris and other wastes must be disposed of properly and must comply with MPCA disposal requirements.
 - 2. *Hazardous materials*. Oil, gasoline, paint and any hazardous substances must be properly stored, including secondary containment, to prevent spill leaks or other discharge. Restricted access to storage areas must be provided to prevent vandalism. Storage and disposal of hazardous waste must be in compliance with MPCA regulations.

3. *Liquid Waste*. All other non-storm water discharges (concrete truck washout, vehicle washing, maintenance spills, and the like) conducted during the construction activity shall not be discharged to the municipal storm sewer, wetlands, natural ~~drainageways~~ drainageways or waters of the state.
 4. *Sanitary facilities*. Adequate on-site sanitary facilities shall be provided in convenient location(s) for all persons who work on the site.
- D. *Tracking*. Vehicle tracking of sediment onto paved surfaces must be removed by street sweeping as needed to prevent discharge of sediment-laden water from entering the city storm sewer system.
- E. *Drain inlet protection*. All storm drain inlets shall be protected during construction with control measures approved by the City Engineer until final establishment has been accomplished or until approval from the city.
- F. *Site runoff control*. Channelized runoff from adjacent areas passing through the site shall be diverted around disturbed areas, if practical. Diverted runoff shall be conveyed in a manner that will not erode the conveyance at receiving channels. All temporary or permanent drainage channels must be stabilized within 24 hours of being connected to a water of the state. Sediment control is required along channel edges to reduce sediment reaching the channel. This site shall include, as applicable, BMPs to minimize erosion described in the NPDES Construction Stormwater Permit, ~~Part IV, B~~.
- G. *Site phasing*. All activities on the site shall be conducted in a logical sequence to minimize the area of base soil exposed at any one time.
- H. *Soil stabilization*. All exposed soil left inactive for 14 or more days must have temporary or permanent stabilization year round.
- I. *Temporary sediment basins*. For sites with more than ten acres disturbed at one time, or if a channel originates in the disturbed area one or more temporary or permanent sedimentation basins shall be constructed. Each sedimentation basin shall have a surface area of at least 1% of the area draining to the basin and at least three feet of depth and constructed in accordance with accepted design specifications. Sediment shall be removed to maintain a depth of three feet. The basin discharge rate shall also be sufficiently low as to not cause erosion, scour, or flooding along the discharge channel or the receiving water. The use and management of site temporary sediment basins shall meet the requirements of the NPDES Construction Stormwater General Permit, ~~Part III, C~~.
- J. *Sediment control*. Silt fence or equivalent sediment control measures shall be placed along all side slopes and down slope sides of the site. If a channel or area of concentrated runoff passes through the site, silt fence shall be placed along the channel edges to reduce sediment reaching the channel. The use of silt fence or equivalent sediment control BMPs, as applicable, shall be used to minimize the discharge of sediment and other pollutants, as described in NPDES Construction Stormwater General Permit, ~~Part IV, C~~, and must include a maintenance and inspection schedule.
- K. *Stockpile protection*. Any soil or dirt storage piles containing more than ten cubic yards of material should not be located with a downslope drainage length of less than 25 feet from the toe of the pile to a roadway or drainage channel. If remaining for more than seven days, they shall be temporarily stabilized by mulch, vegetation, tarps, or other

means and enclosed by a silt fence or equivalent sediment control measures. Stockpiles which will be in existence for less than seven days shall be enclosed by silt fence or equivalent sediment control measure around the pile. In-street utility repair or construction soil or dirt storage piles located closer than 25 of a roadway or drainage channel must be covered with tarps or suitable alternative control, if exposed for more than seven days.

- L. *Inspection and maintenance.* All stormwater management BMPs shall be inspected weekly or after every 1/2-inch rain event by the applicant. If sediment has reached 1/3 the capacity of the sediment control practice, appropriate maintenance or replacement of the BMP must be completed to ensure maximum effectiveness. All site inspections, records of rainfall events and BMP maintenance shall comply with the requirements of the NPDES Construction Stormwater General Permit, ~~Part IV, E.~~

SECTION 2: **AMENDMENT** “12.44.100 Completion Of Work” of the Spring Lake Park Municipal Code is hereby *amended* as follows:

AMENDMENT

12.44.100 Completion Of Work

Work will be considered complete when all exposed soil areas have undergone final stabilization, as defined in SLPC 12.44.050; is constructed to finish grade, is in conformance with all permit conditions, including the NPDES Construction Stormwater General Permit, ~~Part IV, G,~~ and is to the satisfaction of the city. The applicant or representative shall notify the city when the land disturbing operations are ready for final inspection. Final approval shall not be given until all work, including installation of all drainage facilities and their protective devices, and all erosion control measures, have been completed and final stabilization has occurred in accordance with this chapter.

SECTION 3: **EFFECTIVE DATE** This Ordinance shall be in full force and effect upon adoption and publication.

PASSED AND ADOPTED BY THE SPRING LAKE PARK COUNCIL

_____.

	AYE	NAY	ABSENT	ABSTAIN
Councilmember Wendling	_____	_____	_____	_____
Councilmember Delfs	_____	_____	_____	_____
Councilmember Goodboe-Bisschoff	_____	_____	_____	_____
Councilmember Dircks	_____	_____	_____	_____
Mayor Nelson	_____	_____	_____	_____

Presiding Officer

Attest

Robert Nelson, Mayor, Spring Lake
Park

Daniel R. Buchholtz, Administrator,
Clerk/Treasurer Spring Lake Park

RESOLUTION NO. 21-24

A RESOLUTION AUTHORIZING SUMMARY PUBLICATION OF ORDINANCE 475, AN ORDINANCE AMENDING CHAPTER 12 OF THE CITY CODE RELATING TO CONSTRUCTION SITE RUNOFF CONTROL

WHEREAS, as authorized by Minnesota Statutes, Section 412.191, subd. 4, the City Council has determined that publication of the title and summary of Ordinance 475 will clearly inform the public of the intent and effect of the Ordinance; and

WHEREAS, a printed copy of the Ordinance is available for inspection during regular office hours in the office of the City Clerk.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Spring Lake Park, Minnesota that the following summary of Ordinance No. 475 is approved for publication:

“On July 6, 2021, the Spring Lake Park City Council approved Ordinance No. 475, entitled ‘An Ordinance Amending Chapter 12 of the Spring Lake Park City Code Relating to Construction Site Runoff Control.’

The following is a summary of Ordinance No. 475, a copy of which is available in its entirety for review during regular office hours at the City of Spring Lake Park, 1301 81st Avenue NE, Spring Lake Park, MN, or for review on the City’s website, www.slpmn.org.

The Ordinance is technical in nature, correcting references to a previously issued NPDES Construction Stormwater General Permit. The Ordinance amends Section 12.44.090 and Section 12.44.100 to remove specific permit references that are out of date and corrects the name of the NPDES Construction Stormwater General Permit. The Ordinance corrects a typographical error to Section 12.44.090(C)(3).

The Ordinance takes effect upon its passage by the City Council and publication in the City’s newspaper of record.”

The foregoing Resolution was moved for adoption by Councilmember .

Upon Vote being taken thereon, the following voted in favor thereof:

And the following voted against the same:

Whereon the Mayor declared said Resolution duly passed and adopted the 6th day of July, 2021.

APPROVED BY:

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator

Memorandum

To: Mayor Nelson and Members of the Planning Commission

From: Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer

Date: July 1, 2021

Subject: Variance Request – 518 Rosedale Rd NE

Background

Ryan and Kelsey Hollihan, 518 Rosedale Road NE, submitted an application for a variance from the front yard setback standard for a home addition to accommodate a covered front porch and storage below.



The applicant is seeking a variance from the 35 foot front yard setback requirement, as set forth in Appendix E of the Spring Lake Park City Code.

The site is located on the 500 block of Rosedale Road NE, between Terrace Road and Monroe Street. The property is guided for low density residential in the 2040 Comprehensive Plan.

The property is zoned R-1, Single Family Residential – allowed uses include single-family homes. Property records show that the house on the property was constructed in 1965.

The City's current yard setback standards for the R-1 zoning district is as follows:

Dwelling, single family – front yard	35 feet
Dwelling, single family – rear yard	40 feet
Dwelling, single family – side yard	10 feet
Accessory uses, rear yard	5 feet
Accessory uses, side yard	5 feet

Section 16.20.080(H)(1) permits a covered porch to extend into the front yard setback a distance not exceeding 6 feet if the landing place or porch has its floor no higher than the entrance floor of the building and is not enclosed with windows, screens or the like. The Code restricts the covered area to 60 square feet and requires it to be architecturally compatible with the principal structure. However, the applicant is requesting a covered porch to extend 12 feet into the front yard setback at a square footage of 528 square feet. The applicant has stated that the covered porch will not be enclosed with windows, screens or the like.

Appendix D sets the maximum percentage of lot coverage of all structures in the R-1 district at 35%. The applicant's property is approximately 10,050 square feet, which would accommodate a maximum structure lot coverage of 3,517 square feet. With the addition, the total square footage of all structures on the property is 3,270 or 32.5% of the total lot size.

The applicant is proposing to utilize the addition to accommodate a covered porch and a vault underneath the porch for their federal firearms licensed business. The applicant believes that the proposed addition will improve the aesthetics of their home, as well as make the home more functional for their home-based businesses.

Section 16.36.010(F) establishes the following performance standards for home-based businesses:

- F. Home occupations.
 - 1. No home occupation shall require internal or external alterations or involve construction features not customarily found in dwellings except where required to comply with local and state fire and police recommendations.
 - 2. Conduct of the home occupation does not generate more noise, vibration, glare, fumes, odors, or electrical interference than normally associated with residential occupancy in the neighborhood.
 - 3. The home occupation is not of a scale requiring the use of a commercial vehicle for the delivery of materials to or from the premises.
 - 4. The home occupation may increase vehicular traffic flow and parking by no more than one additional vehicle at a time and any need for parking generated by the conduct of a home occupation shall be met off the street, other than in a required front yard.
 - 5. No outdoor display of goods or outside storage of equipment or materials shall be permitted.
 - 6. Home occupations shall not include employment of persons not residing on the premises.

7. The area used for the home occupation may not exceed 25% of the total floor area of the dwelling.
8. Home occupations may have one wall sign per dwelling not exceeding one square foot in area.

The applicant stated that they operate two home-based businesses from their property: Realm Electric LLC and Realm Firearms. The applicant has stated they currently use a small, 60 square foot room, in their home to manage both businesses. The new vault below the patio would not exceed the 25% of total area square footage threshold as outlined in the ordinance.

Previous applications: Zoning permit for fence.

Variance

Section §16.60.040 of the City of Spring Lake Park's zoning code outlines the criteria for considering variances:

"The City Council may grant a variance from the strict application of this title and impose conditions and safeguards on the variance so granted only in instances where their strict enforcement would cause practical difficulties in complying with the official control because of circumstances unique to the individual property under consideration, and may grant a variance only when it is demonstrated that such actions will be in harmony with the general purposes and intent of this title and when the variances are consistent with the Comprehensive Plan. "Practical difficulties" as used in connection with granting of a variance means that the property owner proposes to use the property in a reasonable manner not permitted by an official control, the plight of the landowner is due to circumstances unique to the property not created by the landowner, and the variance, if granted, will not alter the essential character of the locality. Economic considerations alone do not constitute practical difficulties. Practical difficulties also includes, but is not limited to, direct sunlight for solar energy systems. A variance shall not be granted to allow a use that is not allowed in the zoning district involved."

Recommendation

The Planning Commission held a public hearing on the proposed variance at its June 28, 2021 meeting. The draft minutes from the Planning Commission meeting are in the packet. A replay of the entire Planning Commission meeting is available online at <https://northmetrotv.com/spring-lake-park-stream/>.

The Planning Commission, on a 3-2 vote, recommended approval of the variance. A majority of the Planning Commission believes that the proposed addition will not alter the character of the neighborhood as the proposed addition is residential in nature. The Commission believes the proposed addition will improve the aesthetic of the home, thereby increasing the value of their property and the surrounding neighborhood. The City has not received complaints from the surrounding neighborhood about traffic or parking concerns as a result of these home-based businesses. The minority of the Commission stated their belief that the proposed addition would

negatively impact the character of the neighborhood with a significant encroachment into the front yard setback.

Staff has presented two resolutions for the City Council to consider. Resolution 21-26 would adopt the variance with the following conditions:

1. Addition must be architecturally compatible with the existing home (siding, roof pitch, roof material and the like) and must comply with all other requirements as set forth in the City's zoning code, including the remaining provisions of Section 16.20.080(H)(1).
2. Applicant must apply for all building permits as required.

A second resolution, numbered 21-26A, if adopted, would deny the proposed variance and lays out findings of fact supporting that decision.

Staff does not have any objections to the proposed variance so long as the covered porch is not enclosed.

If you have any questions regarding this application, please don't hesitate to contact me at 763-784-6491.

RESOLUTION NO. 21-25

**A RESOLUTION APPROVING A VARIANCE FROM THE FRONT YARD SETBACK
TO ALLOW THE CONSTRUCTION OF A COVERED PORCH AT
518 ROSEDALE ROAD NE**

WHEREAS, Kelsey and Ryan Hollihan have made application for a variance from the front yard setback standard for a home addition to accommodate a covered porch with a vault beneath; and

WHEREAS, the property, 518 Rosedale Road NE, is legally described as follows:

Lot 4 Block 1 Clearview Heights Addition, subject to easement of record; and

WHEREAS, mailed and published notice of a public hearing to consider the proposed variance was given; and

WHEREAS, a public hearing to consider the proposed variance was held on June 28, 2021; and

WHEREAS, the request was made for a twelve-foot variance from the front yard setback; resulting in a 23 foot setback from the northern property line instead of 35 feet; and

WHEREAS, the Planning Commission has considered the application against the practical difficulties test as outlined in Section 16.60.040 of the Spring Lake Park Zoning Code; and

WHEREAS, the Planning Commission has recommended approval subject to reasonable conditions, based on the following findings of fact:

1. Addition must be architecturally compatible with the existing home and must comply with all other requirements as set forth in the City's zoning code;
2. Applicant must apply for all building permits as required.

WHEREAS, the Spring Lake Park City Council has reviewed the application and hereby accepts the findings and recommendations of the Spring Lake Park Planning Commission.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Spring Lake Park, Minnesota that the City Council hereby approves the request of Kelsey and Ryan Hollihan, 518 Rosedale Road NE, for a variance from the front yard setback standard for a home addition to accommodate a covered porch with a vault below; subject to the following conditions:

1. Addition must be architecturally compatible with the existing home and must comply with all other requirements as set forth in the City's zoning code, including the remaining provisions of Section 16.20.080(H)(1); and
2. Applicant must apply for all building permits as required.

The foregoing Resolution was moved for adoption by Councilmember .

Upon Vote being taken thereon, the following voted in favor thereof:

And the following voted against the same:

Whereon the Mayor declared said Resolution duly passed and adopted the 6th day of July, 2021.

APPROVED BY:

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator

RESOLUTION NO. 21-25A

A RESOLUTION DENYING A VARIANCE FROM THE FRONT YARD SETBACK AT 518 ROSEDALE ROAD NE

WHEREAS, Kelsey and Ryan Hollihan have made application for a variance from the front yard setback standard for a home addition to accommodate a covered porch with a vault beneath; and

WHEREAS, the property, 518 Rosedale Road NE, is legally described as follows:

Lot 4 Block 1 Clearview Heights Addition, subject to easement of record; and

WHEREAS, mailed and published notice of a public hearing to consider the proposed variance was given; and

WHEREAS, a public hearing to consider the proposed variance was held on June 28, 2021; and

WHEREAS, the request was made for a twelve-foot variance from the front yard setback; resulting in a 23 foot setback from the northern property line instead of 35 feet; and

WHEREAS, the Planning Commission has considered the application against the practical difficulties test as outlined in Section 16.60.040 of the Spring Lake Park Zoning Code; and

WHEREAS, the Planning Commission has recommended approval subject to reasonable conditions, based on the following findings of fact:

1. Addition must be architecturally compatible with the existing home and must comply with all other requirements as set forth in the City's zoning code;
2. Applicant must apply for all building permits as required.

WHEREAS, the Spring Lake Park City Council has reviewed the application and disagrees with the findings and recommendations of the Spring Lake Park Planning Commission, making the following findings of fact:

1. The proposed front porch addition, at 528 square feet, greatly exceeds the standards for permitted encroachments in the front yard setback, as set forth by Section 16.20.080(H)(1) which limits such front porch additions to 60 square feet. A deviation of this size is not in harmony with the general purposes and intent of the City's Zoning Code.
2. While home based businesses are permitted in the R-1, Single Family Residential, zoning district, they are an accessory use. The property owner can continue to utilize the property as a single-family home without approval of the variance.

3. The proposed front porch addition will substantially alter the essential character of the neighborhood as all of the properties on this block of Rosedale Road are built to the setback line, with the exception of elements in conformance with Section 16.20.080(H) governing permitted encroachments to the front yard setback; and

WHEREAS, the City Council determines that, based on the findings of fact listed above, the practical difficulties test set forth in Section 16.60.040 of the Zoning Code has not been met.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Spring Lake Park, Minnesota that the City Council does hereby deny the request of Kelsey and Ryan Hollihan, 518 Rosedale Road NE, for a 12-foot variance from the front yard setback.

The foregoing Resolution was moved for adoption by Councilmember .

Upon Vote being taken thereon, the following voted in favor thereof:

And the following voted against the same:

Whereon the Mayor declared said Resolution duly passed and adopted the 6th day of July, 2021.

APPROVED BY:

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park Planning Commission was held on June 28, 2021 at the City Hall, at 7:00 PM

1. CALL TO ORDER

Chairperson Hansen called the meeting to order at 7:00 PM.

2. ROLL CALL

MEMBERS PRESENT

Chairperson Hans Hansen
Commissioner Jeff Bernhagen
Commissioner Rick Cobbs
Commissioner Doug Eischens
Commissioner Eric Julien

MEMBERS ABSENT

Commissioner Aisha Ali

STAFF PRESENT

Building Official Jeff Baker and Administrator Daniel Buchholtz

VISITORS

Kelsey and Ryan Hollihan, 518 Rosedale Road NE
Kathy and Aaron Buck, 532 Rosedale Road NE
Gerald Sallberg, 517 Rosedale Road NE
Kaylea Hicks, 531 Rosedale Road NE
Jim Sorman, 500 80th Avenue NE
Brad Delfs, Spring Lake Park City Council

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF MINUTES

A. Approval of Minutes for March 22, 2021 Meeting

Motion made by Commissioner Eischens, seconded by Commissioner Bernhagen, to approve the March 22, 2021 meeting minutes.

Voting Yea: Chairperson Hansen, Commissioner Bernhagen, Commissioner Cobbs, Commissioner Eischens, Commissioner Julien. Motion carried.

5. PUBLIC HEARINGS

A. Public Hearing - Variance Application - Kelsey and Ryan Hollihan - 518 Rosedale Rd NE

Administrator Buchholtz reviewed the staff memo. He stated that Kelsey and Ryan Hollihan have submitted a variance application to encroach 12 feet into the front yard setback in order to permit the construction of 12 foot by 44 foot covered porch, with storage constructed below the porch that would be accessible from the basement.

Kelsey Hollihan, 518 Rosedale Road NE, reviewed the application, explaining that they would like to construct a solid concrete bunker below the porch to accommodate storage for inventory and paperwork from her Federal Firearms Licensed (FFL) business. She stated that the covered porch would be constructed above the bunker, extending the full width of the house. She said the covered porch would be otherwise open. She said that without the variance, she and her family would need to move.

Commissioner Eischens inquired if there was a commercial area they could rent for storing inventory. Ms. Hollihan stated that she inquired a number of places but was unable to find a commercial property owner who would rent to an FFL. She stated that their only option would be to construct their own commercial building.

Commissioner Cobbs inquired whether there is adequate parking on the site. Ms. Hollihan stated that they have one commercial trailer that they park on site. Building Official Baker stated that he reviewed the file and was unable to find any record of complaints of parking violations by the applicant.

Chairperson Hansen asked which firm was doing the design work. Ryan Hollihan, 518 Rosedale Road NE, stated that RSPR Architects would be drafting the engineered construction plans for the porch addition.

Chairperson Hansen opened the public hearing at 7:17pm.

Administrator Buchholtz stated that the City had received two letters referencing the project. He said the first letter was from Brad Meyer, Co-coach for the Spring Lake Park Trap Team, who expressed support for the variance. He said the second letter was from Gerald Sallberg, 517 Rosedale Road, expressing opposition to the variance. He said that both letters have been included with the official record. Both letters were distributed to members of the Planning Commission.

Kathy Buck, 532 Rosedale Road NE, stated her opposition to the variance. She stated that the size does not fit well with the aesthetic of the business. She stated that the porch would be a visual obstruction from her home to the street. She asked where vehicles would park once the addition was constructed. She expressed concern about where snow would

be deposited once a significant portion of their front yard would be taken up by the porch addition.

Kaylea Hicks, 531 Rosedale Road NE, stated that it took several years for her to know that there was a business operating from their home. She expressed her support, stating that it is important for the City to retain businesses in an effort to keep taxes lower for all residents. She stated that she believes the improvements will have a positive impact on the aesthetics of the neighborhood.

Jim Sorman, 500 80th Avenue NE, said that the applicant works hard to keep up their property. He stated that he did not believe the 12 foot porch would have a negative impact on the neighborhood. He stated that the project would be an improvement and encouraged approval of the variance.

Gerald Sallberg, 517 Rosedale Road, expressed concern about the parking of trailers on the street and that they block his mailbox. He stated that the 12 foot addition would impact resident parking, pushing more vehicles onto the street.

Hearing no further public comment, Chairperson Hansen closed the public hearing at 7:30pm.

Commissioner Eischens expressed his opinion that granting the variance would negatively impact the neighborhood as the home would no longer be compatible with other homes in the neighborhood. Commissioner Eischens stated that the difference between previous variances and the current request is that the previous variances were for rear yard setbacks.

Commissioner Cobbs stated that he did not believe the 12 foot variance would significantly change the neighborhood. He said that the Commission has, in the past, discussed the challenges of bringing 1960s era homes to meet current expectations of homeowners and that the variance request is consistent with that philosophy.

Commissioner Bernhagen inquired if there was a concept drawing. Ms. Hollihan responded no, stating that they did not want to spend significant money on drawings only to have the City reject the application.

Administrator Buchholtz inquired as to the smallest variance required to meet their needs. Mr. Hollihan stated that they could make the project work with a 10 foot front yard variance, but any narrower than that would result in the creation of a tunnel rather than a storage room.

Commissioner Julien stated that he can respect the opinions of those who support and oppose the proposed variance. He noted that while it may look aesthetically out of place in the neighborhood, he respects the investment the homeowners have made to the property and their desire to make it functional to meet their needs. Mr. Hollihan stated that they have made significant investments to the property, including replacing all of the trusses

supporting the roof. Ms. Hollihan stated that the property is painted a bright red color that already stands out in the neighborhood.

Motion made by Commissioner Eischens, seconded by Commissioner Bernhagen, to recommend denial of the variance application finding that the proposed variance would negatively impact the character of the neighborhood as all of the homes on the north side of Rosedale Road are lined

Voting Yea: Commissioner Bernhagen, Commissioner Eischens. Voting Nay: Chairperson Hansen, Commissioner Cobbs, Commissioner Julien. Motion failed 2-3.

Motion made by Commissioner Cobbs, seconded by Commissioner Julien, to recommend approval of the proposed 12 foot front yard variance, with the following conditions: 1) the covered porch must be architecturally compatible with the existing home (siding, roof pitch, roof material and the like) and must comply with all other requirements as set forth in the City's Zoning Code and 2) applicant must apply for all building permits as required.

Voting Yea: Chairperson Hansen, Commissioner Cobbs, Commissioner Julien. Voting Nay: Commissioner Bernhagen, Commissioner Eischens. Motion carried 3-2.

B. Public Hearing - Ordinance Amending Chapter 16 of the City Code Establishing Specific Development Standards for Bulk Deicer Storage Facilities

Administrator Buchholtz reviewed the staff memo. He stated that the proposed ordinance establishes performance standards for new or expanded bulk deicer storage facilities. He stated that the proposed ordinance is a requirement for the City's new Municipal Separate Storm Sewer System (MS4) permit.

Chairperson Hansen opened the public hearing at 7:40pm. Hearing no public comment, Chairperson Hansen closed the public hearing at 7:41pm.

Motion made by Commissioner Eischens, seconded by Commissioner Julien, to recommend approval of an Ordinance Amending Chapter 16 of the City Code Establishing Specific Development Standards for Bulk Deicer Storage Facilities.

Voting Yea: Chairperson Hansen, Commissioner Bernhagen, Commissioner Cobbs, Commissioner Eischens, Commissioner Julien. Motion carried.

6. OTHER

A. Administrator Reports

Administrator Buchholtz reported that Hy-Vee opened on May 25, 2021 to great fanfare. He stated that the intersection improvements at the intersection of 81st Avenue and Highway 65 appear to be acceptably handling the new traffic from Hy-Vee. Administrator

Buchholtz stated that the City is awaiting construction to start on the new assisted living/memory care facility at 525 Osborne Road.

7. ADJOURN

Motion by Commissioner Julien, seconded by Commissioner Bernhagen, to adjourn.

Voting Yea: Chairperson Hansen, Commissioner Bernhagen, Commissioner Cobbs, Commissioner Eischens, Commissioner Julien. Motion carried.

Meeting adjourned at 7:50pm.



City of Spring Lake Park
 1301 81st Avenue NE
 Spring Lake Park, MN 55432
 763-784-6491 (p) 763-792-7257 (f)
info@slpmn.org

For Office Use Only

Case Number: _____
 Fee Paid: _____
 Received by: _____
 Date Filed: _____
 Date Complete: _____
 Base Fee: _____ Escrow: _____

DEVELOPMENT APPLICATION

TYPE OF APPLICATION (Check All That Apply)

- | | | |
|---|---|--|
| <input type="checkbox"/> Appeal | <input type="checkbox"/> Site Plan/Building Plan Review | <input type="checkbox"/> Minor Subdivision |
| <input type="checkbox"/> Comprehensive Plan Amendment | <input type="checkbox"/> Conceptual Plan Review | <input type="checkbox"/> Lot Combination |
| <input type="checkbox"/> Ordinance Amendment (Text) | <input type="checkbox"/> Conditional Use Permit | <input type="checkbox"/> Preliminary Plat |
| <input type="checkbox"/> Rezoning | <input checked="" type="checkbox"/> Variance | <input type="checkbox"/> Final Plat |
| <input type="checkbox"/> Planned Unit Development | <input type="checkbox"/> Street or Easement Vacation | <input type="checkbox"/> Other _____ |

PROPERTY INFORMATION

Street Address: 518 Rosedale Rd NE, Spring Lake Park MN 55432

Property Identification Number (PIN#): 023024420005

Current Zoning: _____

Legal Description: LOT 4 BLK 1 CLEARVIEWHEIGHTS ADD, SUBJ TO EASE OF REC
 (Attach if necessary):

APPLICANT INFORMATION

Name: Ryan & Kelsey Holliohan	Business Name: _____	
Address: 518 Rosedale Rd NE		
City Spring Lake Park	State: MN	Zip Code: 55432
Telephone: Ryan: 612-408-7134, Kelsey: 651-460-0122	Fax: _____	E-mail: kelseyhollihan@yahoo.com
Contact: Ryan & Kelsey Hollihan	Title: Owners	

OWNER INFORMATION (if different from applicant)

Name: Same As Above	Business Name: _____	
Address: _____		
City _____	State: _____	Zip Code: _____
Telephone: _____	Fax: _____	E-mail: _____
Contact: _____	Title: _____	

DESCRIPTION OF REQUEST (attach additional information if needed)

Existing Use of Property: Front yard

Nature of Proposed Use: We are requesting a variance to install a 12'Wx44'L front porch. The reasoning for requesting a front porch is we currently operate a FFL out of our home. Installation of the porch would allow for us to install a vault underneath the proposed porch.

Reason(s) to Approve Request: Approval of the porch would allow us to remain in our home, which means that we would be able to keep both of our businesses and our family in our home. It would improve the aesthetics of our home and would provide for additional (and much needed) storage for our businesses.

PREVIOUS APPLICATIONS PERTAINING TO THE SUBJECT SITE

Project Name: _____	Date of Application: _____
---------------------	----------------------------

Nature of Request: _____

NOTE: Applications only accepted with ALL required support documents.
 See City Code

APPLICATION FEES AND EXPENSES:

The City of Spring Lake Park requires all applicants to reimburse the City for any and all costs incurred by the City to review and act upon applications.

The application fee includes administrative costs which are necessary to process the application. The escrow fee will include all charges for staff time by the City Planner, City Engineer, City Attorney, and/or any other consultants as needed to process the application.

Minnesota Statute § 471.462 requires all cities to provide, upon request, a nonbinding estimate of consulting fees in connection with applications for permits, licenses, or other approvals relating to real estate development or construction. If the applicant requests the estimate, the application shall not be deemed complete until the City has (1) provided an estimate to the applicant; (2) received the required application fees, as specified by the City; (3) received a signed acceptance of the fee estimate from the applicant; and (4) received a signed statement that the applicant has not relied on the estimate of fees in its decision to proceed with the final application from the applicant.

The City will track all consultant costs associated with the application. If these costs are projected to exceed the money initially deposited to your escrow account, you will be notified in the manner that you have identified below that additional monies are required in order for your application process to continue. If you choose to terminate the application (notice must be in writing), you will be responsible for all costs incurred to that point. If you choose to continue the process you will be billed for the additional monies and an explanation of expenses will be furnished. Remittance of these additional fees will be due within thirty (30) days from the date the invoice is mailed. If payment is not received as required by this agreement, the City may approve a special assessment for which the property owner specifically agrees to be assessed for 100 percent per annum and waives any and all appeals under Minnesota Statutes Section 429.081 as amended. **All fees and expenses are due whether the application is approved or denied.**

With my signature below, I hereby acknowledge that I have read this agreement in its entirety and understand the terms herein. **I agree to pay to the City all costs incurred during the review process as set forth in this Agreement.** This includes any and all expenses that exceed the initial Escrow Deposit to be paid within 30 days of billing notification. I further understand that the application process will be terminated if payment is not made and application may be denied for failure to reimburse City for costs. I further understand that the City may approve a special assessment against my property for any unpaid escrows and that I specifically waive any and all appeals under Minnesota Statutes 429.081, as amended.

I wish to be notified of additional costs in the following manner (select one):

☒ E-mail kelseyhollihan@yahoo.com ☐ Fax _____ ☐ USPS – Certified Mail

I, the undersigned, hereby apply for the considerations described above and declare that the information and materials submitted in support of this application are in compliance with adopted City policy and ordinance requirements are complete to the best of my knowledge.

I acknowledge that I have read the statement entitled "Application Fees and Expenses" as listed above.

I understand that this application will be processed in accordance with established City review procedures and Minnesota Statutes Section 15.99 as amended, at such time as it is determined to be complete. Pursuant to Minnesota Statutes Section 15.99, the City will notify the applicant within fifteen (15) business days from the filing date of any incomplete or other information necessary to complete the application, including all four requirements of Minnesota Statute § 471.462, should I request a written estimate of consultant fees. Failure on my part to supply all necessary information as requested by the City may be cause for denying this application.

Applicant:  Date: 05.17.2021

Owner:  Date: 05.17.2021

Kelsey Eryan Hollihan

NOTE: Applications only accepted with ALL required support documents.
See City Code

City of Spring Lake Park Variance Application

A variance cannot be approved unless the Planning Commission and City Council find that the "practical difficulties" standard has been met. Please provide a response as to how/why your project will meet the following criteria. Use additional sheets if necessary and consult with the Zoning Administrator if you need clarification on the intent of any of the standards set below.

1. Applicant Information:

Name: Ryan & Kelsey Hollihan

Telephone: 612-408-7134 (Ryan Cell)

Address: 518 Rosedale Rd NE

Cell Phone: 651-460-0122 (Kelsey Cell)

City/State/Zip: Spring Lake Park, MN 55432

E-mail: Kelseyhollihan@yahoo.com

2. Property Owner Information (if different from above):

Name: **SAME AS ABOVE**

Telephone: _____

Address: _____

Cell Phone: _____

City/State/Zip: _____

E-mail: _____

3. Project Location (Address and Legal Description): 518 Rosedale Rd NE, Spring Lake Park MN 55432
Lot 4, Blk 1, Clearview Heights Add.

4. Present Use of Property: _____ Residential - Homestead. Location is front yard, front of home.

5. Description of Project: We are requesting a variance to install a 12'W x 44'L (length of home) front porch.

6. Specify Section of the Ordinance from which variance is sought: SLPCC 16.20.080 (H)

Request would trigger two sections of this provision – that the porch not extend more than 6 feet into the front yard setback and the porch not be more than 60 square feet.

7. Explain how you wish to vary from the applicable provisions of this Ordinance: The proposed porch would be greater then the allowed 60 SqFt.

8. Please attach a site plan or accurate survey as may be required by Ordinance.

9. **Practical Difficulties Test:** Please answer the following questions as they relate to your specific variance request.

a. In your opinion, is the variance in harmony with the purposes and intent of the Ordinance?

☒ Yes ☐ No Why or why not?

Approval of the variance will allow for additional secured stored of highly regulated NFA and BATFE items.

The approval will allow for us to stay in our home and not be forced to move our 2 businesses from the home our children have grown up in.

b. In your opinion, is the variance consistent with the Comprehensive Plan?

☒ Yes ☐ No Why or why not?

While the proposed variance is greater than the stated size allowed, allowing the variance will improve the overall aesthetic of the home, which will lead to a more inviting appearance to the neighborhood. The proposed variance will not be greater than the requested size and we are willing to adhere to any design guidelines the City wishes to set forth.

c. In your opinion, does the proposal put property to use in a reasonable manner?

☒ Yes ☐ No Why or why not?.

The proposed variance will not only allow for the additional storage that was mentioned above, it will also provide for an area in which our children can play and we can host neighborly gatherings. At this time, the front of our home has little character, adding the porch will add to that, as we will ensure it increases the over aesthetics of the home.

d. In your opinion, are there circumstances unique to the property? (physical characteristics of the property – i.e. sloping topography or other natural features like wetlands or trees)?

☒ Yes ☐ No Why or why not?

The location in which the home was originally constructed, does not allow for this additional storage to be located anywhere else within the lot. Additionally, the 60 Sq Ft the current ordinance allocates does not sufficiently allow for what we are looking to achieve.

e. In your opinion, will the variance maintain the essential character of the locality?


☒ Yes ☐ No Why or why not?

Yes, if anything, allowing the addition of a front porch will increase the aesthetics of the home. We will ensure the best materials are used. If approved, we plan on having a stone facade to add additional appeal.

The Planning Commission must make an affirmative finding on all of the five criteria listed above in order to grant a variance. The applicant for a variance has the burden of proof to show that all of the criteria listed above have been satisfied.

The undersigned certifies that they are familiar with application fees and other associated costs and also with the procedural requirements of the City Code and other applicable ordinances.


Applicant Signature:



Date:

05.27.2021

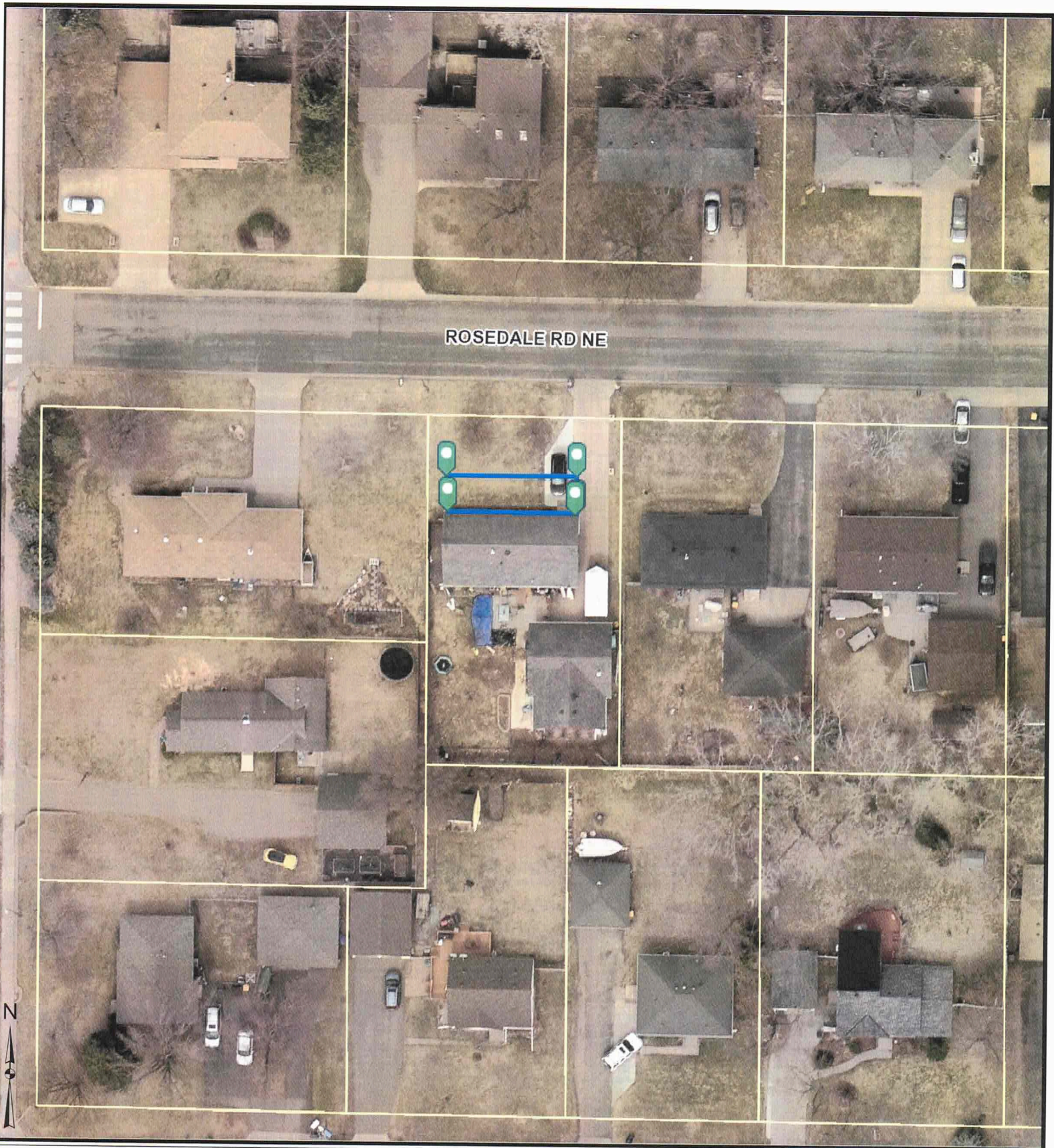
Fee Owner's (Property Owner) Signature:



Date:

05.27.2021

Anoka County Parcel Viewer

**Parcel Information:**

02-30-24-42-0005

518 ROSEDALE RD NE

SPRING LAKE PARK

MN 55432

Plat: CLEARVIEW HEIGHTS ADDITION

Approx. Acres: 0.23

Commissioner: ROBYN WEST

Owner Information:

Anoka County GIS

1:600

Date: 5/27/2021

Disclaimer: Map and parcel data are believed to be accurate, but accuracy is not guaranteed. This is not a legal document and should not be substituted for a title search, appraisal, survey, or for zoning verification.

Existing
garage

518 Rosedale Rd
Existing
House

* House is
24' W
currently.

4' L
Proposed Front
porch.
12' W

* Stone Facade to
Entrance 100k.

Tree Tree

PROPERTY LINE

PROPERTY LINE

N ↑

Rosedale Road NE



518 Rosedale Rd NE
Spring Lake Park, MN



100%

Camera: 340 m 45°06'44"N 93°15'27"W 271 m

City of Spring Lake Park

June 22, 2021

Re Porch Variance at 518 Rosedale Rd

This variance should NOT be allowed.

Occupants already have numerous parking problems with their three commercial trailers and their three regular vehicles.

A 12ft wide porch would eliminate the current space (recently expanded in May) for Kelsey's car.

A 12x44 porch would be totally out of character for this area

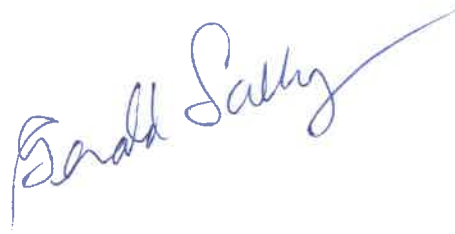
Would this addition have a roof, and if so how would it be integrated to the existing barn roof

Would this also include more obnoxious lighting?

This family needs more space than their lot can supply, and should consider a move to a location with ample room for multiple vehicles

Gerald Sallberg

517 Rosedale Rd.



To whom it may concern:

6/17/2021

I am writing this referral letter with intent of conveying the importance of gaining approval for the variance requested by Realm Firearms. I personally have been a client of Realm Firearms for the past couple years. They have always provided exceptional client satisfaction, along with ethical business transactions, and a neat and organized business. This focus on client satisfaction has grown into a relationship the helps foster growth in our younger generation.

You see, I am also one of the coaches on the Spring Lake Park trap shooting team and head coach of the 5-stand and skeet shooting teams. Realm Firearms and I began discussions about helping the youth on the team grow at our 1st interaction. Realm has been extremely eager to help in any way possible. They did donate a Garmin trap shooting trainer to the team. This sizeable donation helped our team achieve a conference championship with 4 of the top 22 shooters in the conference, an all-state qualifying shooter, and major improvements across all our shooters. Not only did this donation of equipment help our trap shooters, but it has also helped our multi-sport shooters as well. We also won the conference championship in skeet with 5 of the top 7 shooters in the conference.

As a coach, I admire the passion that Realm Firearms has about helping our youth. We have already begun conversations about sponsorships and scholarship opportunities for years to come. I believe that this variance will allow Realm Firearms to continue to grow, prosper, and give back to our community in the safest manner possible. Please accept this letter as sign of support for improvements to this admirable business. They have been instrumental in helping our Spring Lake Park youth achieve success.

Thank you,

A handwritten signature in black ink that reads "Brad Meyer". The signature is fluid and cursive, with the first name "Brad" being more prominent than the last name "Meyer".

Brad Meyer

Head Coach Spring Lake Park 5-stand
and skeet team

Co-coach Spring Lake Park Trap team



Memorandum

To: Mayor Nelson and Members of the City Council

From: Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer

Date: June 30, 2021

Subject: Dave Chlebeck retirement

The City has received a letter of retirement from Dave Chlebeck on Tuesday, June 29. His resignation is effective on July 16. On behalf of the Spring Lake Park Police Department and all City staff, I express my gratitude to Officer Chlebeck for the twenty-three years of dedicated service he provided the City. I wish him well in his retirement.

Staff requests the City Council accept Officer Chlebeck's retirement letter.

If you have any questions, please don't hesitate to contact me at 763-784-6491.

June 28, 2021

City of Spring Lake Park
1301 81st Avenue Northeast
Spring Lake Park, Minnesota 55432

To the City of Spring Lake Park:

Please accept this letter as notification of my retirement from the position of police officer for the City of Spring Lake Park, effective July 16, 2021.

Thank you for the opportunity to serve the people of Spring Lake Park for the past twenty-three years.

In this city where I attended high school and formed many childhood memories, it has been a privilege to know so many of the residents and share moments in their lives. I am extremely grateful for all of the support, good humor, courtesy, caring, and appreciation shown me over the years by the people of Spring Lake Park.

Sincerely,

A handwritten signature in black ink, appearing to read "David Chlebeck", with a long horizontal flourish extending to the right.

David Chlebeck



Memorandum

Date: June 29, 2021

To: Mayor and City Council

From: Joshua Antoine

Director of Public Safety/Chief of Police

Re: Authorization to make conditional job offer for upcoming vacant Police Officer position.

Mayor and City Council Members,

The Spring Lake Park Police Department developed our "Reserve Program" in 2006 to assist our officers with duties/events in our community and surrounding communities. This program was designed not only to have community volunteers participate but also to be an opportunity for future hopeful law enforcement candidates to obtain needed experience before venturing into the career of law enforcement.

This concept has been utilized virtually around the State of Minnesota in one manner or another. Some agencies have elected to have Explorer Programs (volunteer), Community Service Officers (paid) or Reserve Officers (volunteer). These programs have been a candidate conduit for recruitment for the agencies for hiring those individuals that have met the Minnesota Peace Officer Standard and Training Requirements.

The Spring Lake Park Police Department is no different than any other police department in the State of Minnesota, we are looking for the best candidate for our community. Programs such as ours provides a unique ability for us to observe and train individuals through the program to become potential future police officers for our community.

I am very happy and please to indicate that the Spring Lake Park Police Department is currently in a position that we have a Reserve Officer that has completed the required training and testing process to become a Police Officer as of August 8th, 2020. Although this Reserve Officer has only been with the Spring Lake Park Police Reserve Unit for a short period of time he has proven to be a viable candidate for

our upcoming police officer position. This candidate has worked side by side with many in our department, including myself and has earned the respect and trust of the department.

Administrator Buchholtz and City Attorney John Thames have been consulted previously on utilizing our Reserve Officers for potential openings of police officer positions as they occur. I have been advised that legally the City has the authority to utilize our Reserve Program as a conduit for hiring of police officers as long as they have met the requirements of the Minnesota Peace Officers Standard and Training (POST), as other cities are currently doing as well.

With the unexpected retirement notice of Officer Dave Chlebeck on July 16th, 2021, I am requesting the Mayor and City Council provide authorization to make a conditional job offer pending passing a Background, Psychological, Medical and Drug Testing for Reserve Officer Corbin Peterson. The tentative start date would be July 19th, 2021, but no later than August 1st, 2021.

The requested authorization and start date are to minimize the amount of time that the police department will be short staffed and to maximize our ability to provide the citizens of our community with the police services that they are accustomed to and expect.



Memorandum

Date: June 29th, 2021

To: Mayor and City Council

From: Joshua Antoine
Director of Public Safety/Chief of Police

Re: Authorization to begin testing process for a Police Officer position

Mayor and City Council Members,

With the upcoming retirements of Chief Ebeltoft on August 16th, 2021 and Officer Bonesteel on October 31 2021, we will have two police officer position open. I am requesting to start the testing process by advertising the position of police officer, accepting applications, provide written testing and conduct interviews to determine top candidates for the position.

It is my intent to start this process on July 7th, 2021 by posting the position of "Police Officer" and proceed in a timely manner bringing it to a conclusion. This will allow the City of Spring Lake Park and the Police Department to be able to proceed with doing background checks on the top candidates and then make a tentative job offer to the appropriate candidate's pending passing a psychological, chemical and physical examine.

I am seeking Mayor and Council authorization for this process now to minimize the amount of time that the police department will be short staffed and to maximize our ability to provide the citizens of our community with the police services that they are accustomed to and expect.

Memorandum

To: Mayor and City Council

From: Kay Okey, Parks & Recreation Director

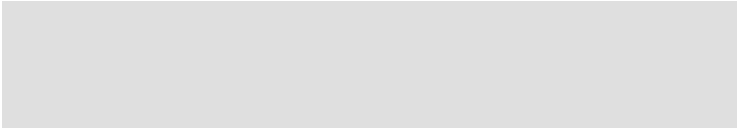
Date: 6-27-21

Re: Recreation Support Specialist

Council gave prior approval for the Recreation Department to hire for the part time position of Recreation Support Specialist, unfortunately after the offer was made and accepted the candidate changed their mind.

The Recreation Department then expanded its interview list and concluded that Mara Olden has met the qualifications and skills needed for the position.

I request permission to extend a conditional employment offer to Mara Olden to fill the position of Recreation Support Specialist at the starting hourly wage of \$18.93 on the compensation scale with a hire date of Wednesday, July 14, 2021. The conditional offer is based on Ms. Olden passing her background check.



Mara Olden

[LinkedIn](#)



Seeking an Recreation Support Specialist – Registration and Receptionist position that requires a detail-oriented team player who is self-motivated, possesses a proven ability to manage multiple projects and is a proactive problem-solver.

Skills

- QuickBooks
- Microsoft Office - Word, Excel, Publisher
- Outlook, Gmail
- Google Drive, social media
- Website building
- Strong writing skills, prepare presentations, reports, and documents
- Committed to outstanding customer service
- Excellent organizational skills with high attention to detail
- Ability to multi-task and change direction quickly
- Creativity to solve problems
- Driven to streamline processes and improve efficiency
- Excellent attendance
- Accounts Receivable experience
- Some Accounts Payable experience

Experience

10/19/20-1/14/21

Office Assistant (temp)/ The Right Staff, New Brighton

Contracted by staffing agency to work on a temporary basis as an office assistant at local fire sprinkler installation company. Performed diversified office duties including, but not limited to: entering invoices from vendors in QuickBooks, maintaining files and filing systems, answering emails and managing assigned special assignments.

9/7/16-5/21/20

Office Assistant / Micro-Weld, Inc., Maple Grove

Trained, lead and worked with office team to provide support to customers and welders. Utilize QuickBooks accounting program to prepare and submit customer invoices / packing slips, accounts receivables, investigated and solved accounting issues, purchasing, set up new customers, updated customer information and run reports. Greeted customers and couriers in receiving bay, answered incoming phone calls, prepared jobs for shipment, customer bill of lading, UPS and Spee-Dee. Responsible for purchasing welding and office supplies, filing, general office organization, maintain a variety of logs, records, and files. Operated office machines, such as photocopiers and scanners, facsimile machines. Generated accurate ISO 13485 Certificate of Conformance forms and packets. Responsible for Non-Disclosure Agreement, W-9 and Insurance document communication.

2004 – CURRENT

Business Owner / Dragonfly Adornments, Coon Rapids

Design and create beaded jewelry and fused glass pendants as well as accessories. Consigned designs at Artistic Treasures in Andover, MN and Chema Malu in Anoka. Currently sell items on Etsy.

2015 – 2016

Substitute Secretary / Anoka Hennepin School District, Anoka County

Responsibilities include greeting visitors, visitor security, Synergy, Aesop, attendance, answering phones, filing, copying, typing, clerical, data entry, laminating, flyers, forms, labels, and mailings.

2012 – 2016

Personal Assistant / Brandi McMurray, Coon Rapids

Responsibilities include running sales reports, sending birthday cards, labeling product, running errands, making travel plans, setting up for team meetings, creating flyers and forms.

2007 – 2014

Retail Sales Associate / Artistic Treasures, Andover

Provide customer service to the clientele of a local gift store. Responsible for creating store displays, stocking product and inventory.

2003 – 2005

Customer Service/Freelance / Cloud 9 Design, Osseo

Provided customer service and informational packets to potential customers via company website. Created and organized new filing system for office and maintained customer database. Recreated product samples for current customers and sales personnel from home.

2001 – 2003

Retail Sales Associate / Creative You, Brooklyn Park

Provided customer service to the clientele of a local scrapbook store. Answered questions and taught techniques to crafters. Responsible for pricing, stocking and inventory.

1996 – 2000

Customer Service Coordinator / Clover Super Foods, Roseville

Supervised customer service department and furnished inside sales support. Provided potential and current clients with detailed product and pricing information. Set up accounts and instructed customers on correct ordering procedures. Resolved customer complaints and acted as credit manager for product returns. Responsible for finding new products to add to the company product line. Set up new products in the company software with item numbers, descriptions, pricing and reorder information. Created monthly newsletters, product brochures, internal customer service forms and company product reference guide.

1995 – 1996

Inside Sales Representative / Beckman Produce, St. Paul

Supported sales representatives in handling customer service requests. Provided customers with extensive product information concerning produce, dairy, nuts, etc. Made necessary arrangements for customers to receive timely shipments.

1993 – 1995

General Manager / Cousin's Submarines Inc., Apple Valley

Responsible for control of food costs and preparation of daily accounting and bookkeeping reports. Hired, trained, and supervised up to 15 store employees in a variety of business operations. Placed in charge of special corporate training team for Cousin's franchises. 1991 – 1993

Head Manager/ Blimpie Subs and Salad, Chandler AZ

Responsible for control of food costs and preparation of daily accounting and bookkeeping reports. Hired, trained, and supervised up to 15 store employees in a variety of business operations. Placed in charge of special corporate training team for Cousin's franchises.

Education

MAY 1991

Northern Arizona University / Bachelor of Science, Flagstaff AZ

Concentrated on business management and hospitality skills. Instructed 80 students in hotel housekeeping duties for on-campus hotel. Front desk reservations customer service. Trained students for university restaurant. Courses taken include Hotel and Restaurant Engineering, Business Statistics, Marketing, Restaurant Design and Menu Planning.

Activities

Clubs/Volunteer work

- MOMS Club of Coon Rapids - North, MN (Non-profit) – volunteered 2002 – 2015

 - Newsletter Editor for 7 years

 - Executive Board Secretary for 5 years

 - Multiple fundraisers and community service projects

- Volunteered at local elementary school from 2006 to 2013.

 - Classroom and events

 - Yearbook team

 - Fundraising events

- Marching Band Boosters from 2013 – Present

 - Rehearsals and field show competitions

 - Uniform care and fittings

 - Registration, volunteers and fundraising

 - Booster President (2016/2017 and 2018/2019)

 - Booster Board Member Current

- Coon Rapids Women of Today

 - 2018-Current



Memorandum

To: Mayor Nelson and Members of the City Council

From: Wanda Brown, Accounting Clerk/Special Projects Coordinator

Date: June 28, 2021

Subject: Recycling Contract Negotiations for 2022-2026

On December 31, 2021 the recycling contract with Waste Management is set to expire. On May 1, 2021 I sent out a Request for Proposals and received four (4) proposals. The proposals were from ACE Solid Waste, Republic Services, Walters Recycling & Refuse and Waste Management. After careful review of all four proposals (see attached sheets), it was determined that the low bid for a five (5) year contract was Walters Recycling & Refuse. Although Walters Recycling & Refuse was the low bidder, it is evident that the quarterly recycling fee will need to be increased from \$11.21/quarter to \$12.96/quarter for the next 5 years.

With the change in vendors all residents will be notified. There will be a page dedicated to the change in the October Newsletter. In November, a postcard or letter will be sent out to each individual address reminding residents of the change to take place. In December, recycling carts will begin to be switched from Waste Management to Walters Recycling & Refuse.

What I am requesting is the council's approval to enter into contract negotiations with Walters Recycling & Refuse.

Thank you.

Recycling Price Comparison

	Single Family	Cost	Total Per Month	Multi Family	Cost	Total Per Month	Year	Contract Total Per Month	Months	Yearly Contract
ACE	2400	5.00	12,000.00	900	2.50	2,250.00	1st (2022)	14,250.00	12	171,000.00
		5.15	12,360.00		2.58	2,322.00	2nd (2023)	14,682.00		176,184.00
		5.30	12,720.00		2.65	2,385.00	3rd (2024)	15,105.00		181,260.00
		5.46	13,104.00		2.73	2,457.00	4th (2025)	15,561.00		186,732.00
		5.63	13,512.00		2.81	2,529.00	5th (2026)	16,041.00		192,492.00
Republic	2400	4.55	10,920.00	900	3.00	2,700.00	1st (2022)	13,620.00	12	163,440.00
		4.69	11,256.00		3.09	2,781.00	2nd (2023)	14,037.00		168,444.00
		4.83	11,592.00		3.18	2,862.00	3rd (2024)	14,454.00		173,448.00
		5.98	14,352.00		3.28	2,952.00	4th (2025)	17,304.00		207,648.00
		5.13	12,312.00		3.38	3,042.00	5th (2026)	15,354.00		184,248.00
Walters	2400	3.45	8,280.00	900	2.96	2,664.00	1st (2022)	10,944.00	12	131,328.00
		3.53	8,472.00		3.04	2,736.00	2nd (2023)	11,208.00		134,496.00
		3.62	8,688.00		3.11	2,799.00	3rd (2024)	11,487.00		137,844.00
		3.71	8,904.00		3.19	2,871.00	4th (2025)	11,775.00		141,300.00
		3.81	9,144.00		3.27	2,943.00	5th (2026)	12,087.00		145,044.00
Waste	2400	4.00	9,600.00	900	2.00	1,800.00	1st (2022)	11,400.00	12	136,800.00
		4.12	9,888.00		2.06	1,854.00	2nd (2023)	11,742.00		140,904.00
		4.25	10,200.00		2.13	1,917.00	3rd (2024)	12,117.00		145,404.00
		4.38	10,512.00		2.20	1,980.00	4th (2025)	12,492.00		149,904.00
		4.52	10,848.00		2.27	2,043.00	5th (2026)	12,891.00		154,692.00

Recycling Cost Comparison Single-Family Collection (2400)

CONTRACT YEAR	PRICE/HH ACE SOLID WASTE*	PRICE/HH REPUBLIC SERVICES	PRICE/HH WALTERS RECYCLING & REFUSE	PRICE/HH WASTE MANAGEMENT
1/1/22-12/31/22	\$5.00	\$4.55	\$3.45	\$4.00
1/1/23-12/31/23	\$5.15	\$4.69	\$3.53	
1/1/24-12/31/24	\$5.30	\$4.83	\$3.62	
1/1/25-12/31/25	\$5.46	\$5.98	\$3.71	
1/1/26-12/31/26	\$5.63	\$5.13	\$3.81	

Recycling Cost Comparison Multi-Family Collection (900)

CONTRACT YEAR	PRICE/HH ACE SOLID WASTE*	PRICE/HH REPUBLIC SERVICES	PRICE/HH WALTERS RECYCLING & REFUSE	PRICE/HH WASTE MANAGEMENT
1/1/22-12/31/22	\$2.50	\$3.00	\$2.96	\$2.00
1/1/23-12/31/23	\$2.58	\$3.09	\$3.04	
1/1/24-12/31/24	\$2.65	\$3.18	\$3.11	
1/1/25-12/31/25	\$2.73	\$3.28	\$3.19	
1/1/26-12/31/26	\$2.81	\$3.38	\$3.27	

*ACE Reserves the right should annual processing cost raise more than 15% in a given year to add a processing recovery fee for future years.



Memorandum

To: Mayor Nelson and Members of the City Council

From: Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer

Date: July 1, 2021

Subject: July work session

Staff is requesting a work session be scheduled for July 12, 2021 at 5:30pm. The following items are proposed for the agenda.

1. Residential Parking Issues
2. SCADA system update (public utilities system)
3. Administrative penalty citation certification
4. Administrator Reports

If you have an item that you would like to add to the work session agenda, please let me know as soon as possible so we can research the topic for the City Council.

Work session topics for the remainder of 2021 include

- 2022 Budget discussion (August 9)
- American Rescue Plan discussion
- City Hall facility discussion
- 2022-2026 Capital Improvement Plan
- Discussion of Coon Creek Watershed District's "Springbrook Creek Watershed Load Reduction and Flood Mitigation Plan"

If you have any questions, please don't hesitate to contact me at 763-784-6491.



City of Spring Lake Park
Engineer's Project Status Report

To: Council Members and Staff
From: Phil Gravel

Re: **Status Report for 07.05.21 Meeting**
File No.: R-18GEN

Note: Updated information is shown in *italics*.

2021 MS4 Permit and SWPPP Update (193805251). Annual Report and Public Meeting due by June 30th. Pond, structural BMP, and outfall inspections due by July 31st. Program analysis due in December. Coordination with CCWD related to TMDL information will happen as needed. *The application has been submitted to MPCA for their review. Annual Public Meeting will be on July 6, 2021. Peter Allen is working with Dan Buchholtz on ordinance updates.*

Risk and Resiliency Assessment (RRA) and Emergency Response Plan (ERP) – Water System (193805314). This is an assessment and evaluation of the water system based on requirements of the Environmental Protection Agency (EPA) and Department of Homeland Security (DHS). The RRA is due June 30, 2021. The ERP is due Dec. 30, 2021. *The RRA is largely done. DPW phone call last week Scheduled to be complete with the final by June 25th.*

Garfield Pond Improvements Project (193804750). Final contractor payment for release of \$20,747.78 retainage was approved on June 21, 2021. *Final 50% of RCWD reimbursement can be processed after final contractor payment.*

Utilities for 525 Osborn Road Project (193805012). This city project was for off-site utilities for 525 Osborne Rd. Construction was completed in 2020. A punch-list inspection was completed on May 12th (contractor has completed turf establishment and irrigation system repair). *Final Contractor payment will be processed one final close-out documents are received from Contractor.*

Suite Living Spring Lake Park (Hampton Cos. project at 525 Osborne). A project kick-off meeting was held with the developer and city staff on April 21, 2021. The last that we heard, they plan to start construction sometime near the end of June. The developer has promised to contact adjacent property owners prior to starting construction.

Stormwater Utility Plan (193804944). The city is considering a stormwater utility charge. *A report has been prepared. The Administrator has prepared a draft ordinance. Next steps are to process ordinance and work with billing department on implementation set-up.*

2021 Sewer Lining Project (193805204). This project included lining in the general area between Terrace and Monroe and south of 81st Avenue. Terry Randall is watching this project. *Construction Contracts have been signed. Preconstruction Conference will be scheduled.*

2021 Street Seal Coat and Crack Repair Project (193805205). The 2021 street maintenance area will be the area south of 81st Avenue and west of Monroe Street. *Crack repair work and seal coat work has been completed. Seal coat sweeping will occur this week. Street pavement markings will occur in late July.*

Sidewalk Project: Possible sidewalk improvements in Triangle Park and at City Hall. *This work will likely be delayed until 2022 and may be combined with the 2022 Street Project.*

2021 Anoka County CSAH 35 (Central Ave.) and CSAH 32 (85th Ave. NE) Projects. City MSAS # 183-101-012. Anoka Co. will complete paving projects on these two roads in 2021. The County has prepared a Joint Powers Agreement to define the city's share of the costs.

From the County on 5/12/21: CSAH 35 has started and CSAH 32 is scheduled to begin in July.
County website: <https://www.anokacounty.us/4067/2021-Projects>

Street CIP Planning: Staff is working on a 10-year Capital Improvement Plan for future street maintenance. *It is anticipated that a paving project will be completed in the Garfield-Hayes neighborhood in 2022.*

2021 Storm Pond and Basin Inspections: *Staff has been inspecting storm ponds in the area east of TH65 and north of 81st Avenue in 2021. Repair work on many of the city ponds has been completed. Letters will be sent to owners of private ponds to inform them of required maintenance.*

Cellular Antenna Installations on Water Towers:

- **2021 T-Mobile/Sprint antennae replacement on Arthur Street tower.** This is a new request based on a 12-30-20 email message from Shane Bagley of Begley Wireless Consultants to Dan Buchholtz. Construction Drawings (CDs) prepared by Fullerton Engineering Design (dated 12/15/20 and updated 5/25/21). *Updated 5/25/21 Construction Documents (CDs) need to be reviewed by engineering/public works. Lease negotiations continue as of 5/26/21. Second Review memo was sent to applicant on 6/4/2021.*
- **T-Mobile Antenna Maintenance on Able Street Tower (2020 Anchor).** This project includes antennae replacement. The contact person for the design is Tom Jemilo at insite inc. An escrow account has been established. Review of the Construction Drawings (CDs) for this project were approved on 9/29/20. The Second Amendment to T-Mobile Lease Agreement was approved in January 2021. Preconstruction Conference was held with Premise Electrical on 2/17/21. The Electrical portion of the work was done as of 4/5/21. *The antenna work has been completed, but the touch-up painting work has not been scheduled (as of 6/3/21). Still no progress on this issue but should be able to be combined with Clearwire work below.*
- **T-Mobile Utility Upgrade/Backup power (generator) - Able Street Tower (Network Hardening).** The contact people for this project are Tom Jemilo at insite inc. and Jason Bayer from JDR (contractor). Review of the drawings was completed in 2020. Precon was held on 1/13/21. Construction was substantially complete as of 2/9/21. Natural gas has been installed. Generator has been startup has been completed. *Restoration is an issue (5/12/21). The turf restoration is not acceptable, and the fence has been broken. Photos have been sent to the Contractor.*
- **2019-2021 Verizon on Arthur Street tower.** This is a new installation. The contact person is Michael Raia of TechScape. Revised Construction Drawings labeled Revision E were submitted in March 2019 and are considered approvable. Final Lease was approved by city council on October 21, 2019. *Construction may not occur until late 2021.*
- **2021 Clearwire equipment removal from Able Street tower (MS52XC144).** This is an equipment removal project (from Qualtek Wireless - fall of 2020). City Building Permit Number for this project is 2020-00449. Plans have been reviewed by engineering/public works - all equipment shall be removed (including ground equipment). Preconstruction Conference was on March 20, 2021 (minutes sent to Qualtek on 4/2/21). Construction started on April 28, 2021. The removal work on the tank has been completed, but the work on the ground is not complete. *We still need to schedule inspection for site restoration and touch-up painting (6/3/21). Mark Rolfs visited the site on 6/11/21. The work has not been finished yet. The slab is still on-site, and no restoration has taken place. Mark has been in contact with Tom Slack and has taken pictures of some of the touch-up work that needs to be completed. Slack plans to do the work by the end of June 2021.*

Feel free to contact Harlan Olson, Phil Carlson, Jim Engfer, Mark Rolfs, Marc Janovec, Peter Allen, or me if you have any questions or require any additional information.

CORRESPONDENCE



Notice of Public Hearing regarding Priebe Lake Outlet Structure Replacement

PLEASE TAKE NOTICE that at its regular board meeting on Wednesday, July 14, 2021 at 9:00 a.m. in the Shoreview City Council Chambers, 4600 North Victoria Street, Shoreview, Minnesota, the Rice Creek Watershed District (RCWD) Board of Managers will receive public comment under Minnesota Statutes 103B.251 on the ordering of the following project: Priebe Lake Outlet Structure Replacement. The total project cost is expected to be approximately \$80,000 and would be funded by RCWD's general tax levy on real property within the watershed (Anoka County \$22,721, Hennepin County \$589, Ramsey County \$41,027, Washington County \$15,664). This project will not require a special assessment or charge on individual parcels.

A project concept plan can be reviewed at www.ricecreek.org/plop or at the District office, 4325 Pheasant Ridge Drive NE, Suite 611, Blaine, MN 55449. Questions about the project should be directed to Kyle Axtell, RCWD Project Manager by phone at 763-398-3072 or by email at kaxtell@ricecreek.org.

4325 Pheasant Ridge Drive NE #611 | Blaine, MN 55449 | T: 763-398-3070 | F: 763-398-3088 | www.ricecreek.org

**BOARD OF
MANAGERS**

Patricia L. Preiner
Anoka County

Steven P. Wagamon
Anoka County

Michael J. Bradley
Ramsey County

Marcie Weinandt
Ramsey County

John J. Waller
Washington County



NOTICE OF PUBLIC HEARING BEFORE THE BLAINE CITY COUNCIL

PLEASE TAKE NOTICE that the City Council of the City of Blaine, Minnesota, will hold a public hearing on the following application:

CASE: 21-0048

APPLICANT: Thomland Homes & Remodeling LLC

LOCATION: 8536 and 8544 Lincoln Street NE (see map)
Legal description on file at city hall.

PETITION: The applicant is requesting a waiver of platting to correct and re-establish the property line between two (2) lots. The proposed lot line adjustment will provide an 11.6 foot setback for the existing home to the north (8544 Lincoln Street) and provide a 10 foot setback for the proposed home on the southern lot (8536 Lincoln Street) in an R-1 (Single Family) zoning district.

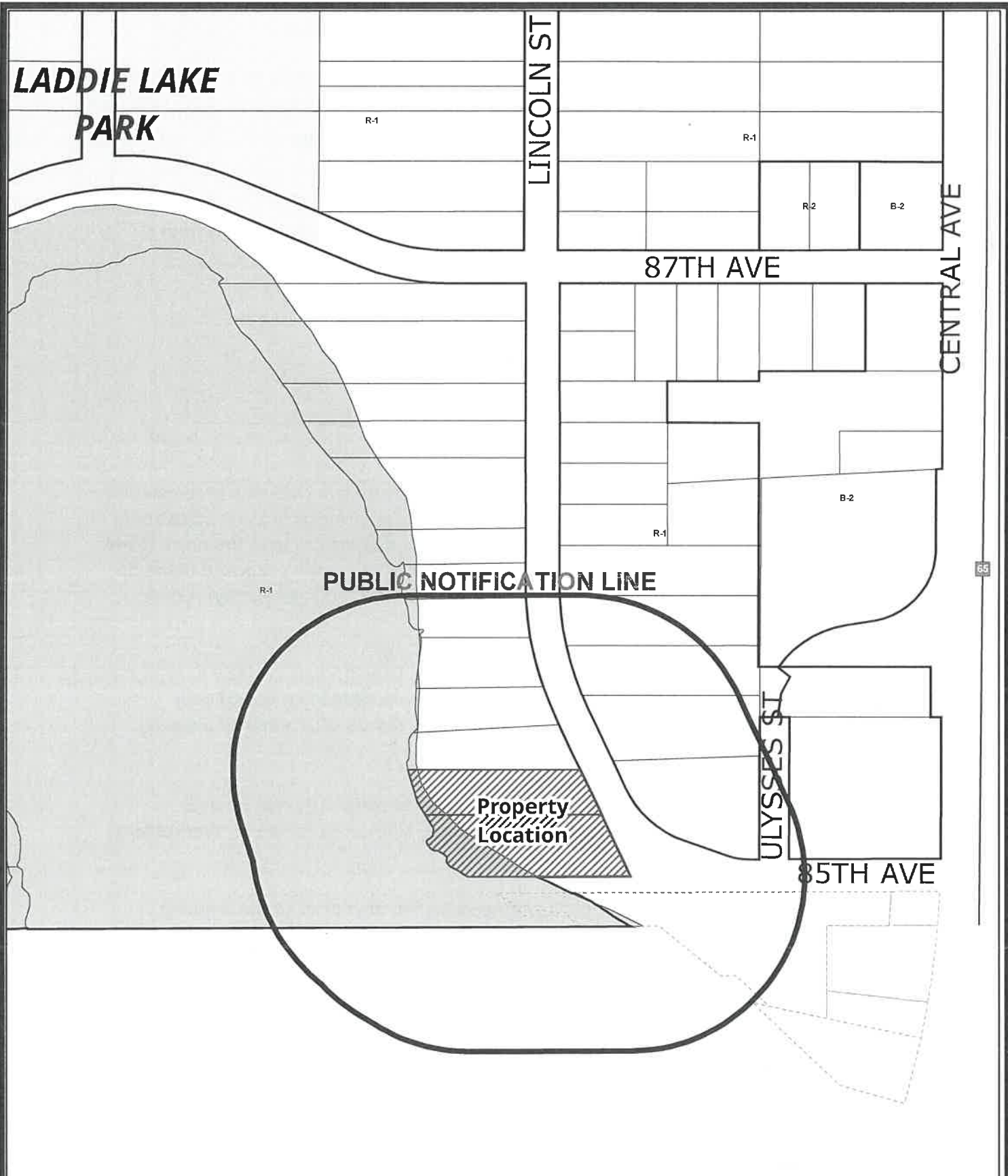
You have been notified because the proposed application is within 350 feet of your property. The City of Blaine is required under Minnesota State law to notify all property owners within 350 feet.

HEARING DATE AND TIME: Said hearing will take place at Blaine City Hall Council Chambers, located at 10801 Town Square Drive, Blaine, Minnesota, 55449 on **Wednesday, July 7, 2021** at 7:30PM.

The agenda will be available at BlaineMN.gov/Agendas five days prior to the meeting.

All interested persons are invited to attend and be heard. If you cannot attend, public comments that are emailed to PRobinson@BlaineMN.gov by 4:30PM on Tuesday, July 6 will be shared with the Council at this meeting. Unsigned or anonymous comments will not be included in the public record.

Persons who need an interpreter or other auxiliary assistance should contact Pat Robinson at 763-785-6180 no later than Friday, July 2, 2021.



Case File No. 21-0048
Laddie Lake (Waiver of Platting)

Blaine Planning Department / 10801 Town Square Dr NE / Blaine, MN 55449 / (763) 785-6180



June 24, 2021

To: Contractors and Concession Holders

Re: Potential Temporary Suspension of State Contract Performance

We are writing because your organization has a relationship with this agency either under a current contract with an expiration date after June 30, 2021, or a new contract that becomes effective on or after July 1, 2021.

As you may know, the Minnesota State Legislature adjourned May 17, 2021, without appropriating money to fund the operations of the Department of Natural Resources for the fiscal year that begins July 1, 2021.

Although we believe there will be a successful and timely resolution to budget negotiations, due to the uncertainty at this time, we must advise all contractors, vendors, and grantees that in the absence of legislatively authorized appropriations as of July 1, 2021, all work activity under our contracts must be suspended as of 11:59 p.m. on June 30, 2021, unless the contractor is specifically told otherwise.

Service by the DNR or provided on behalf of this agency under those contracts will be suspended.

Non-state equipment can either be left on state land if secured for the duration of the shutdown or removed. The state will not assume responsible for equipment left on state property. An emergency contact and phone number should be provided to the local Department of Natural Resources staff should a need arise to be in contact with you.

We will keep you informed of progress regarding legislative authorization of appropriations, and we will issue public notices when budgets are approved, and contract performance may be resumed. We suggest that you monitor state websites, bulletins, and media publications for further information.

Sincerely,
Mary Robison, Chief Financial Officer

Equal Opportunity Employer

Minnesota Department of Natural Resources

500 Lafayette Road

St. Paul, MN 55155

mndnr.gov

Summer 2021

Offering shade and comfort
to those facing terminal
illness in the spirit that
Abraham did for weary
travelers under the
Tamarisk tree.
Genesis 18

A View From the Tamarisk Tree

Greetings Friends!

As the new Board Chair for Tamarisk, I am looking forward to furthering our mission of creating a caring presence and safe haven for persons and their families experiencing the end stages of terminal illness by providing companion services and much needed respite for caregivers. I have learned through personal experience as a family member, and professional experience as a healthcare executive the value of the services that we provide.

Did you know that one in five Americans are caregivers? According to AARP, the number of caregivers increased from 43.5 million in 2015 to 53 million in 2020 and is expected to further increase in the coming years. A study by the National Alliance for Caregiving found that caregivers are in worse health today than they were five years ago. Many are balancing careers while providing care for loved ones, leading to problems eating well, sleeping well or feeling well.

These statistics remind of us of the monumental need for and the importance of the services that Tamarisk provides in our local communities. Our companion and respite services provide caregivers much needed breaks that can relieve stress, renew energy and restore a sense of balance to their lives.

During the pandemic, Tamarisk suspended our valuable services in order to do our part in minimizing the spread of the COVID-19 virus and protect our wonderful volunteers and the families they serve. Mass vaccinations continue and our communities are beginning to reopen. The State of Minnesota is on a timeline to lift restrictions in the next couple of months and Tamarisk is looking forward to safely resuming the important services we provide.

I am excited to meet the many friends of Tamarisk and our wonderful team of volunteers very soon!

My Best,



Welcome New Board Members

Elizabeth Feuerborn

Tamarisk welcomes new board member, Elizabeth Feuerborn! Elizabeth works in sales for Extended Stay America. She is the youngest of 9 children and grew up on a farm in South Dakota. Ever since she can remember, her parents have taken care of her grandparents and great aunt and uncles. More recently, she went through the end-of life journey with her father who was initially diagnosed with Parkinsons which evolved into Parkinsonian Dementia. She is now experiencing that same journey with her mom who has Alzheimers. All of these experiences have influenced her desire to be part of Tamarisk.



Elizabeth and her husband have an older daughter who works at Boston Scientific, a 16-year old son who is a junior at Champlin Park High School and a 13-year old son who is an 8th grader at Jackson Middle School. Their boys keep them busy running to and from soccer games. When not at soccer games, she can be found gardening (both garden and flowers) and trying to identify whatever insect is in her yard or fishing. Welcome Elizabeth!

Cyndi Seiwert

Tamarisk welcomes new board member, Cyndi Seiwert. Cyndi is a Minnesota native and lives in Maple Grove with her husband, two children and a Beagle named Finn. When they are not attending their son's baseball games, they enjoy time at the lake in Northern Wisconsin. Cyndi has worked in healthcare for the past 30 years and currently serves as a Vice President for AccentCare, a national health care company that provides home health, personal care services and hospice care across the nation. She is passionate about home and community-based care and supportive services and is excited to serve on the Tamarisk board.



Board of Directors

Cyndi Seiwert, Chair

Karen Ho, Vice Chair

Stacy Vossberg, Secretary

Greg Gilborn, Treasurer & Honorary Board Member

Charles Edge

Elizabeth Feuerborn

Diana Hunter

Shelly Palashewski, Program Director

Kathy Dahl, Development Director



Volunteer Spotlight

Our volunteers support families every day.

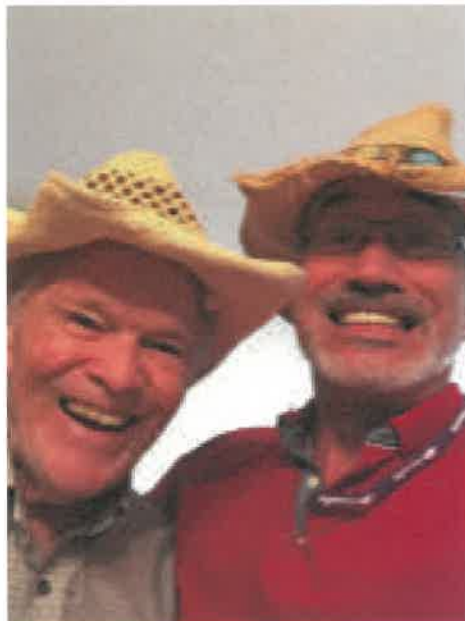
It was time for me to give back to this crazy, wonderful world of ours that had blessed me with an amazing life and fulfilling career. What to do? How best to serve? Where to volunteer? Well, I thought to myself: What could be more important than helping others along the sacred path of dying? I had traveled that path with my brother, Les, who had died slowly of lung cancer, as well as with other close and dear friends whose lives had ebbed slowly over time. Each of these experiences had been deep and spiritual.

Thank all that is holy for Tamarisk. What a great group of generous, loving and caring people. I could not have found a more gratifying experience. We have a great leader, Shelley, and excellent training. Shelley always looks out for us no matter what we need which is a great comfort, especially when just getting started. We volunteers also support each other in this labor of love - of helping our companions and their families.

My work with Tamarisk has had a profound impact on my life. The companions who I have worked with have taught me much. I have learned not only to not fear death, but also, to live gratefully with what time I have left. One of my companions laughed hard and laughed often as he faced death right up to the very end. And, he had all of us laughing right along with him.

After I signed up, I received great training and soon had my first companion, Jim H. Jim was 89. He had "advanced dementia" and could not be left alone. Through Tamarisk and my presence, half a day each week, his wife, Bernice, was given a much needed respite.

While Jim had serious short term memory problems, his long term memory was fantastic, and full of touching, sometime hilarious episodes of his life. After a career in business, Jim became a professional clown named Bobo. His eyes sparkled and his whole face lit up when he talked about "Clown Camp" and different groups with whom he clowned around. My daughters laughed at how perfect a match Jim and I were: "Just a couple of clowns, Dad." You could say that Jim and I together were a barrel of laughs. And, oh boy did we laugh.



It was Jim who taught me to laugh in the face of death and how to care about others right up to my last breath. Because of Jim, my goal now is to die with a smile on my face if at all possible. I want my wife, Linda, and our seven daughters to smile through their tears as my last gift to them. If I am not conscious, I've asked my wife, Linda, to put a drawing of a smiley face (I hopefully will have drawn), on my chest at my very end.

I could not have had a better role model for how to live out my days on earth than Jim.

Thank you Tamarisk, for opening the door into this meaningful chapter of my life. Thank you Jim, for teaching me so much about life and death and how to love my way through both. Thank you good Linda, for supporting and encouraging me in this work and in this life.

Fred Soucie

Tamarisk, Inc.

15531 Central Ave NE
Ham Lake, MN 55304

NON PROFIT
U.S. POSTAGE
PAID
JRC



0001559 *****AUTO**5-DIGIT 55432

Director
Or Current Resident
Spring Lake Park Senior Club
1301 81st Ave NE
Spring Lake Park MN 55432-2116

1 3 1

Welcome New Volunteers!

- Jaclyn Darling
- Jennifer DuPay
- Barb Hillyer
- Ginger Pogainis
- Laura Price
- Jolie Ritchie
- Montana Weber



Interested in volunteering?

call us at (763)-572-1950

email us at programs@tamarisk.org

Donation Form

Thank you for your tax-deductible contribution.

This gift is from (please print):

COMPANY _____

NAME _____

ADDRESS _____

CITY _____

STATE _____

EMAIL _____

PHONE _____

Please mail this to:

Tamarisk, Inc. 15531 Central Ave. N.E.,
Ham Lake MN 55304

Ways to Donate:

By phone, credit card, check, or a secure online donation
at www.tamarisk.org/donate

Enclosed is a gift of \$ _____

- Check payable to Tamarisk
- I would like someone to contact me about Tamarisk's services.
- I am interested in volunteering.





Metro District
1500 West County Road B2
Roseville, MN 55113

June 29, 2021

Terry Randall
Public Works Supervisor
City of Spring Lake Park
1301 81st Avenue NE
Spring Lake Park, Minnesota 55432

RE: Trunk Highway 47/65 Planning and Environmental Linkages Study – Request Review of the Purpose and Need Statement and Evaluation Criteria Reports.

Greetings,

Following up from our last correspondence in May 2020, the Minnesota Department of Transportation and Federal Highway Administration's Highway 47/65 Planning and Environmental Linkages (PEL) Study has progressed over the last 12 months developing the project Purpose and Need statement and Evaluation Criteria. As a recap, the PEL program is a tool for creating efficiency in transportation project development and supporting agencies to accelerate project delivery (See Attachment 1, FHWA's PEL factsheet, for additional information) by jumpstarting the National Environmental Policy Act (NEPA) process with a high-look planning level study.

The PEL Study area includes two parallel north-south corridors of Hwy 47 (University Avenue) and Hwy 65 (Central Avenue), each approximately 10 miles long, for a total of 20 highway miles. Within the PEL Study area, Hwy 47 and Hwy 65 pass through the cities of Minneapolis, in Hennepin County, and Columbia Heights, Hilltop, Fridley, Spring Lake Park, Coon Rapids, and Blaine, in Anoka County (see Figure A-1, TH 47/65 PEL Study Area, in Attachment 2). TH 65 is a vital link for traffic traveling between the Twin Cities urban core and northern suburban and exurban communities. Roadway character and configurations vary considerably, from 30-mph undivided urban-grid city streets with sidewalks and driveways, to highway-speed four-lane divided principal arterials carrying 35,000-45,000 vehicles per day.

This PEL study seeks to develop a thorough understanding of how all modes of transportation function with respect to the needs of the residents and businesses of the study area, and to then examine a range of alternatives that can effectively address safety, operational and mobility issues identified. To accomplish this, the TH 47/65 PEL study has developed the Purpose and Need statement and Evaluation Criteria.

We request your review and comments or questions on the PEL Purpose and Need and Evaluation Criteria reports within 30 days of receipt of this letter, see links below to the Highway 47/65 PEL website.

A PEL study does not supplant obligations for consultation in a future NEPA process, but electing to not review and comment (as appropriate) on a PEL study following 23 CFR 450 requirements does mean that you may lose an opportunity to effect change in a future environmental process. ***Failure to comment is considered acceptance.***

Highway 47/65 PEL Website: <http://www.dot.state.mn.us/metro/projects/hwy47andhwy65study/>

The next step of our PEL Study, after gathering public and agency input on the Purpose and Need and Evaluation Criteria, will be to start the alternatives development and evaluation process. An Alternatives Analysis report will summarize this process and is expected sometime next year. We will provide a notification when it is available for review. Please contact me at Anthony.Wotzka@state.mn.us or (651)234-7712 for questions or additional information.

Sincerely,



Tony Wotzka, PLA
North Area Coordinator
MnDOT Metro District
TH 47/65 PEL Project Manager

Enclosures
Attachment 1 – FHWA PEL Factsheet
Attachment 2 – TH 47/65 PEL Study Location Maps

cc:
Andrew Emanuele, FHWA
Lynn Clarkowski, MnDOT
Lisa Elliott, MnDOT
Nani Jacobson, MnDOT
Brigid Gombold, MnDOT

ATTACHMENT 1

PLANNING AND ENVIRONMENTAL LINKAGES

FHWA PEL Fact Sheet

FHWA PEL website: https://www.environment.fhwa.dot.gov/env_initiatives/pel.aspx

Planning and Environment Linkages



What is PEL?

Planning and Environment Linkages (PEL) is a valuable tool for creating efficiency in transportation project development and supporting agencies to accelerate project delivery.

- » **PEL represents a collaborative and integrated approach** to transportation decision-making that considers benefits and impacts of proposed transportation system improvements to the environment, community, and economy during the transportation planning process.
- » **PEL assists project delivery.** Agencies can agree to a project's purpose and need, define the preliminary range of alternatives, eliminate unreasonable alternatives, and begin public involvement and documentation of planning decisions through PEL.
- » **PEL is flexible.** Practitioners can use a variety of authorities to implement PEL in a way that meets their individual needs.

Why Use PEL?

State and local agencies can achieve significant benefits by incorporating environmental and community values into transportation decisions early in planning and carrying these considerations through project development and delivery. **Benefits include:**

» **Minimize duplication of efforts**

A PEL approach improves information sharing and early consultation among State DOTs, Federal agencies, and resource agencies, resulting in reduced or eliminated duplication of work in planning and NEPA processes.

» **Documentation**

Taking a PEL approach can help document planning information and decisions for environmental review and NEPA.

» **Decisions & analysis to inform NEPA**

PEL uses transportation planning decisions and analysis, including purpose and need, identification of preliminary alternatives, and elimination of unreasonable alternatives, to inform NEPA.

» **Flexible approaches**

PEL can be implemented using a number of approaches, making it a flexible and adaptable tool across States. States can employ PEL to supplement and enhance their existing processes while still realizing PEL's benefits.

» **Enhanced community involvement**

PEL can give the public an early opportunity to assess project components and provide meaningful input on future projects in a way that is more accountable and responsive to the community.

» **Improved relationships & coordination**

Taking a PEL approach often improves relationships and coordination with partner agencies, including stronger information sharing and better communication.

PEL Resources

Visit the PEL website at environment.fhwa.dot.gov/env_initiatives/pel.aspx to access these resources:

» **Trainings & workshops**

Watch pre-recorded webinars that provide a detailed overview of PEL, walk participants through using PEL for historic preservation, and provide guidance on corridor studies, among other topics.

» **Guidance**

Browse detailed guidance on a number of key initiatives that encourage the integration of planning and the environment in the transportation decision-making process. Topics include collaborative decision-making, corridor planning, freight, and land use, among others.

New resources coming soon!

- » **PEL Guidebook.** Coming fall 2019, the PEL Guidebook will serve as a tool for practitioners and will illustrate multiple, flexible approaches for using PEL.
- » **NHI PEL Training Course.** A two-day training. The NHI training course will cover what PEL is and how you can use the PEL approach in your state. Coming fall 2019.

Funding Flexibility

PEL offers flexibility in funding. Planning funds (Metropolitan Planning [PL]/State Planning and Research [SPR] and Surface Transportation Program Block Grant [STPBG]) can be used for aspects of PEL studies, including corridor and feasibility studies, which can be used to accelerate project delivery. For more information on funding options and verifying funding eligibility, please visit www.fhwa.dot.gov/federalaid/projects.pdf

The FAST Act & PEL

The Fixing America's Surface Transportation Act (FAST Act) continues efforts to streamline project delivery:

- » Efficient environmental reviews for project decisionmaking (Section 1304),
- » Integration of planning and environmental review (Section 1305), and
- » Development of programmatic mitigation plans (Section 1306)
- » Learn more about the FAST Act at environment.fhwa.dot.gov/legislation/authorizations/FASTact.aspx

One Federal Decision & PEL

In accordance with Executive Order 13807, USDOT and other Federal departments signed a memorandum of understanding in April 2018 to implement a process that delivers environmental reviews and authorization decisions for major infrastructure projects as One Federal Decision (OFD).

A key goal of OFD is to reduce the average time to complete environmental review processes to two years. Using a PEL approach can facilitate this accelerated review process timeline.

- » Learn more about OFD at environment.fhwa.dot.gov/nepa/oneFederal_decision.aspx



U.S. Department of Transportation
Federal Highway Administration

Want more information?

If you are interested in learning more about the PEL program and would like to discuss opportunities for your agency to accelerate project delivery, you can submit a request online at:

environment.fhwa.dot.gov/env_initiatives/pel/request_pel_info.aspx

Attachment 2

LOCATION MAPS

Figure A-1: Study Area Location Map

Figure A-2: Study Area Map and Buffer

Figure A-1: TH 47/65 PEL Study Area

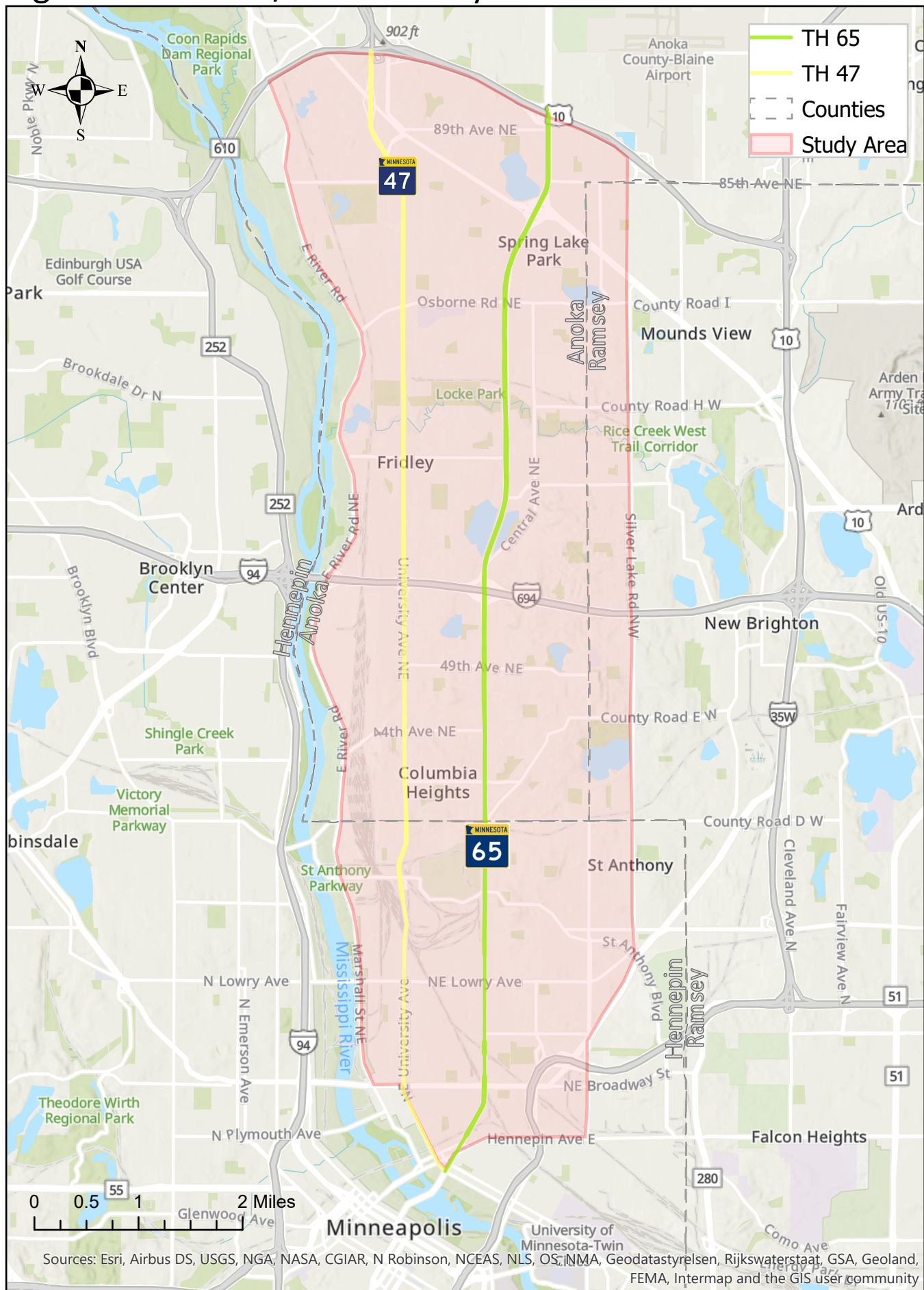


Figure A-2: Project Location Map

