

ELKO NEW MARKET - PLANNING COMMISSION MEETING

PC Members: Steve Thompson , Brad Smith, Heather Vetter, Nicole Kruckman, Kent Hartzler, and Harry Anderson
City Staff: City Planner Bob Kirmis, Community Development Specialist Renee Christianson and City Engineer Rich Revering



AGENDA

TUESDAY, APRIL 24, 2018 @ 7:00 PM
COUNCIL CHAMBERS – NEW MARKET AREA HALL
601 MAIN STREET, PO BOX 99, ELKO NEW MARKET, MN 55020

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. APPROVAL OF AGENDA**
Consider Approval of the Agenda
- 4. PUBLIC COMMENT** (public opportunity to comment on items not listed on the agenda)
- 5. ANNOUNCEMENTS**
- 6. APPROVAL OF MINUTES**
Consider Approval of the following:
 - A. March 27, 2018 Meeting Minutes
- 7. PUBLIC HEARINGS**
 - A. Rezoning and Preliminary Plat Approval of Barsness 1st Addition – Warren Barsness, applicant
- 8. GENERAL BUSINESS**
 - A. Review of Concept Development Plans for Adelman Properties
 - B. Discussion Regarding Definition of Commercial Vehicles
- 9. MISCELLANEOUS**
 - A. Planning Commissioner Education
 - B. Community Development Updates
 - C. Consultant Updates & Reports
 - D. Planning Commission Questions & Comments
- 10. ADJOURNMENT**

BOARD NOTICE:

TO DETERMINE IF A QUORUM WILL BE PRESENT, PLEASE CONTACT ELKO NEW MARKET AREA HALL AT 952-461-2777
IF YOU ARE UNABLE TO ATTEND

PUBLIC NOTICE:

ANYONE SPEAKING TO THE BOARD SHALL STATE THEIR NAME AND ADDRESS FOR THE RECORD

**MINUTES
CITY OF ELKO NEW MARKET
PLANNING COMMISSION MEETING
March 27, 2018
7:00 PM**

1. CALL TO ORDER

Chairman Thompson called the meeting of the Elko New Market Planning Commission to order at 7:00 p.m.

Commission members present: Thompson, Kruckman, Smith and Vetter

Members absent and excused: Hartzler and ex-officio member Anderson

Staff Present: Community Development Specialist Christianson and City Engineer Revering

2. PLEDGE OF ALLEGIANCE

Chairman Thompson led the Planning Commission in the Pledge of Allegiance.

3. APPROVAL OF AGENDA

A motion was made by Kruckman and seconded by Smith to approve the agenda as presented.

Vote for: Thompson, Kruckman, Smith and Vetter. Against: None. Abstained: None. Motion carried: (4-0).

4. PUBLIC COMMENT

There were no public comments.

5. ANNOUNCEMENTS

There were no announcements.

6. APPROVAL OF MINUTES

A motion was made by Smith and seconded by Kruckman to approve the minutes of the March 6, 2018 Planning Commission meeting with one correction. Vote for: Thompson, Kruckman, Smith and Vetter. Against: None. Abstained: None. Motion carried: (4-0).

7. PUBLIC HEARINGS

A. Rezoning and Preliminary Plat Approval of Boulder Heights 7th Addition, Bjorn Vogen, applicant

Chairman Thompson asked Community Development Specialist Renee Christianson to present her memorandum dated March 27, 2018 related to the request. Christianson

explained that RAV Holdings owns two outlots within the Boulder Pointe 6th Addition plat, and has now made application to the City to develop the properties. The request is to amend the currently approved Planned Unit Development, and for preliminary and final plat approval of Boulder Pointe 7th Addition.

Christianson explained that the original PUD for the area was approved by the City of Elko in 2000 and subsequently amended several times to accommodate a number of housing products. The Boulder Pointe 6th Addition plat and PUD were approved in 2009 and was comprised of 37 detached townhome units, 15 of which were platted in the development's initial phase. The twenty-two remaining townhouse units were to be platted as part of a future phase. The current owner, RAV Holdings, is now proposing to plat these future phases, with some modifications from what was originally proposed and approved in 2009.

The current request is for approval of eleven single-family home lots, and eight detached townhome lots that would be added to the Boulder Pointe 6th Addition homeowners association. Christianson noted that the current request contains three fewer lots than the originally approved layout.

Christianson displayed photographs of neighboring properties, and provided an overview of the following items:

- Conformance with 2030 Comprehensive Plan
- Currently approved setbacks and proposed setbacks
- Currently approved and proposed building design requirements
- Currently approved landscape plan and proposed landscaping requirements
- Existing utility stubs and the recommendation to mark any unused utility stubs
- Existing stormwater pond and recommendation to convey the stormwater pond to the City in an outlot
- Proposed lots fronting on Oxford Lane which is a public street
- Proposed lots fronting on St. Andrews Drive which is a private street

Following the presentation of the request by Christianson, Chairman Thompson opened the public hearing at 7:18 p.m.

- Commissioner Smith asked how wide the proposed lots are. Christianson stated that the lots vary in width.
- Commissioner Smith asked which lots would be affected by the stormwater pond being dedicated to the City.
- Chairman Thompson expressed support of the proposed landscaping requirements, and allowing a variety of trees rather than requiring specific tree species.
- Bob Crawford questioned removing the northerly outlot from the association, and whether that would cause negative impacts to the association. He stated his opinion that by removing the eleven units from the association it would make the association untenable.
- Smith expressed that he is not opposed to removing the northerly lots from the association.

- Commissioner Vetter expressed her opinion that the current development is more appealing than the previously approved plan.

Having heard the preceding testimony, it was moved by Thompson, seconded by Kruckman to close the public hearing at 7:33 p.m. Following presentation of the information by Christianson and received public testimony, it was moved by Vetter, seconded by Smith, to recommend approval of the request to amend the Planned Unit Development and the request for preliminary plat approval of Boulder Pointe 7th Addition containing nineteen lots on 4.8 acres, as proposed by RAV Holdings for the following reasons:

- 1) The proposed development meets the intent of the Comprehensive Plan.
- 2) The proposed PUD amendment and plat are consistent with the original PUD approved for the Boulder Pointe development.

And noting that the lots shall be subject to the requirements of the R-3 Medium Density Residential Zoning District except as follows:

Boulder Heights 7th Addition Minimum Lot Requirements			
	R-3 District Requirements	Approved for Boulder Pointe 7th Addn PUD Lots 1 – 11 Block 1	Approved for Boulder Pointe 7th Addn PUD Lots 1 – 9 Block 2
Minimum Lot Area	Base lot - 15,000 sq ft Unit lot – 7,500 sq ft	As depicted on approved plans	As depicted on approved plans
Front Yard Setback	25'	25'	20'
Side Yard Setback	10'	5' on one side & 10' on the opposite side	5' on one side & 10' on the opposite site
Side Yard / Corner Setback	25'	25'	20'
Minimum Distance Between Homes	NA	15'	15'
Rear Yard Structure Setback	20'	20'	20
Rear Yard Abutting Street Structure Setback	25'	25'	20'
Rear Yard Deck Setback	20'	20'	20'
Lot Width / Base Lot	100'	As depicted on approved plans	As depicted on approved plans
Stormwater Pond Structure Setback	35'	25'	35'

And noting the following improved subdivision design elements:

- 1) Exterior Finishes:
 - a. Low or no maintenance trim shall be required on windows and doors on the front elevation of the home.

- b. A minimum front façade of 20% brick or stone or equivalent substitute (excluding windows, doors and garage doors) shall be required. Vinyl siding shall not be permitted on the front facing building façade. Acceptable building materials on the front facing façade include stucco, fiber cement siding, engineered wood siding (i.e. LP Smartside), stone (natural or artificial) and brick. Building plans must demonstrate architectural themes and features such as, but not limited to, varied textures, window boxes, shutters, architectural trim.
- 2) All homes or units with space below grade shall be constructed with a drain tile system and sump pump or other equivalent suitable means of controlling groundwater seepage. The sump pumps shall discharge in accordance with City-provided construction details to a drain tile system, if available.
- 3) Each home shall be required to have landscape plantings around the front of the home and in the front yard. Each home shall plant a minimum of three shrubs, ten 6” potted plants, and two trees in the front yard. Trees shall be a minimum of 2 ½ ” diameter deciduous trees or minimum 6’ high coniferous trees. Allowable tree species shall be as allowed in the City Code. All landscaping shall comply with applicable landscaping requirements of the City Code.

And with the following conditions:

- 1) PUD and Preliminary plat approval is granted in accordance with the following drawings prepared by Jacobson Engineers & Surveyors and dated March 2, 2018: Topographic Survey, Preliminary Plat, Final Plat, Grading, Drainage & Utility Plan, all on file with the City of Elko New Market Community Development Department, except that building setback requirements shall be as shown in the table of “Boulder Heights 7th Addition Minimum Lot Requirements”.
- 2) Approval is subject to conditions and recommendations contained in the City Engineer’s memo dated March 2, 2018.
- 3) Approval is subject to the recommendations of the City Attorney.
- 4) The developer must enter into a development contract with the City of Elko New Market at the time of final plat approval.
- 5) Proposed Block 2 will be required to be part of a homeowners association that addresses, at a minimum, road maintenance obligations for the St. Andrews Drive and Pinehurst Drive. The revised Declaration shall be subject to review and approval by City Attorney.
- 6) The drawings must be revised to show 10’ wide perimeter easements on Lots 1 and 11, Block 1 and Lot 1 Block 2.
- 7) The sanitary sewer and water service line serving proposed Lot 7 Block 1 should have a direct route from the right-of-way into the lot. If the service lines cross another lot in any fashion, an easement will be needed across that portion of the adjacent lot covering the route of the sewer and water lines.
- 8) Unused sanitary sewer and water stubs must be clearly identified in the field.
- 9) The construction plans must be revised to include a rear-yard drain tile system and tile connection stubs that can be used for sump pump connections.
- 10) The construction plans should be revised to show the normal and high water level of the existing stormwater pond.
- 11) The plans must be revised to show the stormwater pond located within an outlot, to be dedicated to the City.

And noting that:

- 1) A park dedication fee will be required in lieu of the park land dedication requirements of the City Code / Subdivision Ordinance.

8. GENERAL BUSINESS

B. Discussion Regarding Residential Minimum Lot Size Requirements

Chairman Thompson asked Community Development Specialist Renee Christianson to present her memorandum dated March 27, 2018 related to the topic. Christianson stated that she is introducing the topic of possibly reducing the City's residential minimum lot size requirements to the Planning Commission to determine if there is interest in researching the topic further. She stated that the City's current minimum residential lot size is 12,000 square feet and minimum lot width is 85'. She stated that during her time at the City, all residential developers that she has interacted with have indicated that the market is not demanding 85' wide lots. They are generally looking to 70' to 75' wide lots. She stated that lot size requirement relates to the cost of development and ultimately the affordability of housing.

Christianson noted that research of thirteen other communities was conducted and Elko New Market has larger minimum requirements than the majority of Cities researched. She indicated that she is looking for feedback from the Planning Commission on the matter. She read aloud a statement from Commissioner Hartzler who was unable to attend the meeting. The following comments were received:

- Commissioner Hartzler emailed comments (read aloud by Christianson): As I've stated before, I'm against changing lot sizes. If the developers want smaller lots, that's what the PUD is for, and it gives us additional control of those developments. Once the minimum lot size is decreased, it will never be put back. I don't consider this a hindrance to development in the community. SAC and WAC are probably the biggest deterrents.
- Chairman Thompson stated that he believes smaller, smarter development is better. He stated that the PUD is getting over-used, and creates more red tape for developers to administer the PUD.
- Commissioner Kruckman stated that the houses are getting bigger and questioned why minimum lot size requirements should get smaller.
- Commissioner Smith stated that he agrees that lots are getting smaller and square footage of houses are staying the same. He suggested that the City may see more growth in the area if the City is more flexible with the lot sizes.
- Commissioner Vetter inquired about the cost difference between allowing narrower lots versus wider lots.
- City Engineer Rich Revering stated that the cost difference can make the difference in a project being viable vs. not viable. He stated that there is also a long-term financial impact to the City to have more density (more houses) paying for the cost of maintaining the infrastructure. He stated his belief that it is a more efficient use of

the infrastructure and the land. He stated that the Elko New Market area has a lot of wetlands which makes it even more challenging to develop in Elko New Market.

- Chairman Thompson stated that reducing lot sizes helps with sprawl.
- Commissioner Kruckman stated that she would not want to live on a smaller lot.
- Mayor Crawford stated the market is going to smaller lots, and the millennials want smaller lots.
- Khai Le stated that if smaller lots are allowed, developers can reduce the price of lots to attract buyers to Elko New Market.

The Commission discussed the progression of the housing market and lot sizes over the last hundred years, noting that there have been societal shifts.

Following discussion on the matter, the Planning Commission recommended that a tour of various neighborhoods containing varying lot widths be conducted during the summer months, and that additional research be conducted on the matter.

9. MISCELLANEOUS

A. City Staff / Consultant Business Updates and Reports

Community Development Specialist Christianson provided updates on the following City projects:

- Dakota Acres (Syndicated Properties property)
- Christmas Pines

B. Planning Commission Questions and Comments

There were no Planning Commission questions.

10. ADJOURNMENT

A motion was made by Smith and seconded by Kruckman to adjourn the meeting at 8:08 p.m. Vote for: Thompson, Kruckman, Smith and Vetter. Against: None. Abstained: None. Motion carried: (4-0).

Submitted by:



Renee Christianson
Community Development Specialist



601 Main Street
Elko New Market, MN 55054
phone: 952-461-2777 fax: 952-461-2782

MEMORANDUM

TO: WARREN BARSNESS, DALE RUNKLE, JOEL COOPER & JIM CONNELLY
FROM: RENEE CHRISTIANSON, COMMUNITY DEVELOPMENT SPECIALIST
SUBJECT: REQUEST FOR REZONING FROM B1 (NEIGHBORHOOD BUSINESS DISTRICT) TO PUD (PLANNED UNIT DEVELOPMENT), AND PRELIMINARY PLAT APPROVAL OF BARSNESS 1ST ADDITION, CONSISTING OF 3 LOTS AND 1 OUTLOT ON 10 GROSS ACRES.
DATE: APRIL 24, 2018

PLANNING COMMISSION MEETING: APRIL 24, 2018

CITY COUNCIL MEETING: MAY 24, 2018

60-DAY REVIEW DEADLINE: JUNE 8, 2018

120-DAY REVIEW DEADLINE: AUGUST 7, 2018

Background / History

The City has been working with Warren Barsness regarding a possible commercial development located at the southeast quadrant of Co Rd 2 and Co Rd 91 for a number of years. In March of 2018 the Planning Commission and City Council reviewed a formal application for PUD concept plan for the proposed development, and provided the applicant with formal feedback regarding the concept plan submitted. The official City feedback as contained in the 3/8/18 City Council minutes is attached to this report. The concept/sketch plan review for proposed PUD zoning districts was required under City Code.

The applicant has made several revisions to the plans in response to Planning Commission and City Council feedback, and has now submitted a formal application for Rezoning and Preliminary Plat Approval of Barsness 1st Addition. The proposed development contains the following:

- 10 gross acres
- 3.39 net acres (minus wetlands and road right-of-way)
- 3 lots and 1 outlot
- 2-bay car wash containing 2,000 square feet
- Gas / convenience grocery store containing 6,740 square feet
- Two-story office / retail building (multi-tenant) containing 16,800 square feet
- Freestanding office / retail building containing approximately 4,700 square feet
- Freestanding office / retail building containing approximately 4,100 square feet
- 158 parking stalls

Submitted for City review with the current application was the following information:

- Letter of Application dated March 30, 2018 by Warren Barsness

Proposed PUD Zoning & Preliminary Plat, Barsness 1st Addition

4/24/18

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- Applicant’s description of how the proposed development meets the intent of the PUD

Civil Sheets prepared by James R. Hill containing the following sheets:

- 1) Title Sheet – 3/30/18
- 2) Existing Conditions Drawing – 3/30/18
- 3) Preliminary Plat Drawing – 3/29/18
- 4) Preliminary Erosion & Sediment Control Plan – 3/30/18
- 5) Erosion & Sediment Control Details – 3/30/18
- 6) Preliminary Grading & Drainage Plan – 3/30/18
- 7) Preliminary Utility Plan – 3/30/18
- 8) Preliminary Paving & Dimensional Plan – 4/6/18
- 9) Preliminary Turn Lane Plan – 3/30/18
- 10) Green Space Exhibit – 4/6/18
- 11) Detail Plates – 12/29/17
- 12) Truck Turning Movements WB-62 – 3/26/18
- 13) Truck Turning Movements WB-40 – 3/26/18
- 14) Truck Turning Movements SU Box Truck – 3/26/18

Sheets prepared by Appro Development

- 1) Landscaping Plan – 4/8/18
- 2) Lighting Plan – 12/11/17
- 3) Concept Floor Plan - 11/29/17
- 4) Concept Elevations / Building Renderings - 11/29/17
- 5) Concept Building & Site image – 12/13/17

The official application includes a request to rezone the property from B-1, Neighborhood Business, to PUD, Planned Unit Development to allow for a commercial development containing a combination gas station and grocery/convenience store containing approximately 6,700 square feet, a 2,000 square foot car-wash containing two drive-through bays, and an attached 2-story speculative office / retail building containing approximately 16,800 square feet. Also proposed is preliminary plat approval of Barsness 1st Addition, containing three lots and one outlot on ten gross acres.

Legal Description

The property proposed for development consists of a ten-acre parcel currently described by metes and bounds, as follows:

The West 660.00 feet of the North 660.00 feet of the Northwest Quarter of Section 27, Township 113, Range 21, Scott County, Minnesota; subject to road easements over the west 33.00 feet and the North 33.0 feet thereof. (Parcel ID 23-927006-2)

The applicant is proposing to plat the property into three separate lots and one outlot.

Neighborhood Conditions

To the north of the property is undeveloped farm land. To the east is a large DNR protected wetland area, and the post office and racetrack beyond the wetland. To the south is undeveloped property. To the west is a vacant lot and single family residential development. The proposed development seems generally compatible with the surrounding land uses.

Comprehensive Land Use Plan

The City’s 2030 Comprehensive Land Use Plan guides the property to a “Town Center” land use designation. The comprehensive plan contains the following language regarding Town Center:

Proposed PUD Zoning & Preliminary Plat, Barsness 1st Addition

4/24/18

“This classification is a special designation for the recognized traditional Town Centers which have retained attributes of a “downtown” and provide a sense of place based on historic nature and character elements, which include awnings, street lighting, signage, etc. This classification strives to balance the civic center and contemporary commercial features with new cultural focused institutions and enterprises, and redevelopment potential of retail and service uses. The Town Center may be characterized as a service hub with limited retail shopping convenience. Pedestrian circulation within, as well as to the area will be a distinguishing feature. New development can provide for limited residential uses, excluding single family detached dwellings, and can be integrated with the commercial and service environment. Convalescent care facilities and congregate senior citizen housing are appropriate uses at selected locations.”

The proposed use of the property meets the intent of the guided land use for the area. Based on the above description, design features of a traditional downtown should be incorporated into the site and building façade. Pedestrian circulation to and within the site will be an important design element.

Zoning

The property is currently located in the City limits and zoned Neighborhood Business District (B1). The purpose of the B1 district is to provide for the establishment of local centers for convenient, limited office, retail or service outlets which deal directly with the customer for whom the goods or services are furnished.

Motor fuel stations, commercial car washes, professional and commercial offices are allowed in the B1 district with an approved conditional use permit. Numerous retail uses are also listed as permitted uses within the district, as well as restaurants within a building having another principal use.

The applicant is proposing to rezone the property to Planned Unit Development (PUD), to allow for a variety of commercial uses on the property, including a gas station, car wash, convenience grocery store, and various retail and office uses, and also to allow for some design flexibility within the site.

The purpose of a PUD district is to provide standards which allow flexibility in the development of neighborhoods that would not be possible under a conventional zoning district, and in exchange, providing improved site design. The intent of a PUD as stated in the City’s Code is to:

- A. Provide for the establishment of PUD (planned unit development) zoning districts in appropriate settings and situations to create or maintain a development pattern that complies with the city comprehensive plan.
- B. Allow for the mixing of land uses within a development when such mixing of land uses could not otherwise be accomplished under this title.
- C. Provide for variations to the strict application of the land use regulations in this title in order to improve site design and operation, while at the same time incorporating design elements (e.g., construction materials, landscaping, lighting, etc.) that exceed the city's standards to offset the effect of any variations.
- D. Promote a more creative and efficient approach to land use within the city, while at the same time protecting and promoting the health, safety, comfort, aesthetics, economic viability, and general welfare of the city.
- E. Preserve and enhance natural features and open spaces.
- F. Maintain or improve the efficiency of public streets and utilities.
- G. Ensure the establishment of appropriate transitions between differing land uses.

The applicant has included in his application materials, his justification of the above requirements. This is included as an attachment to this report.

The City’s Code requires that standards of the most closely related conventional zoning district be considered for various code requirements. The B1 Neighborhood Business District standards will be used as the standard for evaluating the development.

To demonstrate how the proposed development will meet the (above) intended goals of the PUD, the applicant has provided a narrative which is attached to this report. The applicant states that “the building material proposed is high quality energy efficient pre-cast panels that exceed the minimum building standards of the B1 district. The building materials used in the first phase will be the same building materials used in phases 2 & 3, and there is more than 25% green area in the total development.”

The following table contains a summary of the variances identified by staff and currently depicted on the plans, and being sought as part of the current PUD request. These items are further reviewed and explained throughout this report.

	ENM B-1 District	Approved for Barsness 1st Addition
Front Setback (arterial street)	65’	54.0’ for building on Lot 1
Front Setback (local road)	35’	18.8’ for building on Lot 3
Side Setback	20’	13.7’ for building on Lot 2
Wetland Setback (structure to delineated edge)	35’	32’ for building on Lot 1 10’ for building on Lot 3
Wetland Buffer Width	30’ average, 25’ minimum	(applicant must provide average), 0’ minimum
Stormwater Pond Setback (structure to high water level)	35’	12’ for building on Lot 1
Building materials (11-26A-4)	Exterior wall treatments for motor fuel stations shall be brick, stone, decorative concrete block or stucco.	Concrete tilt-up panels
Landscaping for Motor Fuel Stations(11-26A-4)	Along road rights-of-way, a 15’ wide area shall be landscaped	5’ along County Road rights-of-way
Easement Width (12-9-6)	10’	5’
Car Wash Vehicle Stacking	Minimum of 4 spaces per wash bay	3 spaces per wash bay
Motor Fuel Station Canopy (11-26A-4)	30’ from front or side property line	28’ from front property line on Lot 2 (applicant to verify canopy location)
Motor Fuel Station – Pump Island Spacing (11-26A-4)	24’ curb to curb	23’ curb to curb

Lot Size

The gross area of the property is 10 acres. The minimum lot size in the B1 district is 20,000 square feet. Three lots are being proposed, as follows:

- Lot 1 - 27,968 sq ft
- Lot 2 – 89,552 sq ft
- Lot 3 – 30,258 sq ft

All lots, as currently proposed, meet the minimum lot size requirement for the B1 zoning district.

Lot Access

All proposed lots front on a public street as required by the City’s Subdivision Ordinance. For commercial / industrial lots that front on an arterial roadway or major collector, the Subdivision Ordinance states that

lots shall be designed to minimize the number of access points onto the roads by using access from a local road, a frontage road, frontage driveways with cross easements serving multiple properties, or shared driveways. The development has been designed to meet this requirement; **cross access easements will be needed to ensure perpetual access to Lot 1.**

Setbacks

The required property line structure setbacks in the B1 zoning district are 65' from minor arterial roadways (both Co Rd 2 & Co Rd 91), 35' from local roadways, 20' from a side property line and 30' from a rear property line. There is also a required 35' building setback to wetlands and stormwater ponds.

- Lot 1 – Proposed building does not meet the 65' front setback requirement; it is approximately 54' from the front property line. The proposed building does not meet the 35' wetland setback; the building is 32' from the wetland edge. The building does not meet the 35' stormwater pond setback; it is approximately 12' from the stormwater pond.
- Lot 2 – Proposed building does not meet the 20' side setback requirements; it is located 13.7' from the side property line. The proposed motor fuel station canopy appears to be 28' from the front property line as opposed to the required 30'.
- Lot 3 – Building is proposed at +/- 18.8' from the proposed City right-of-way; the requirement is 35'. The building does not meet the required 35' wetland setback; it is located approximately 10' from the wetland.

The Planning Commission and City Council indicated they were supportive of setback deviations noted in the text and the table above. The deviations can be noted through the PUD approval process.

Height Requirements

Structures shall not exceed 35' in height in the B1 zoning district. The fuel island canopy shall be not less than 14' and not more than 18' in height. The proposed building height and canopy height have not been noted on the plans. Based on the Concept Elevations (drawing) it appears that the gas station portion of the building on Lot 1 is approximately 22' in height and the office/retail portion of the building is approximately 34' in height. The design appears to meet City Code requirements. No details have been provided for the fuel island canopy.

(Building) Design Requirements – Chapter 5 & 26

Title 11-5-1-A-4(b) identifies allowable exterior building materials for commercial zoning districts. Acceptable materials include brick, concrete composite board, stone, precast concrete panels, rock face concrete block, wood, glass curtain wall panels, stucco or EIFS, steel, aluminum or fiber cement siding.

In addition to the above requirements, Title 11-26A-4 of the city code contains architectural requirements specific to motor fuel stations, as follows:

1. As a part of the conditional use permit application, a color illustration of all building elevations shall be submitted.
2. The architectural appearance, scale, and functional plan of the building(s) and canopy shall be complementary and compatible with each other and the existing buildings in the neighborhood setting.
3. Exterior wall treatments such as brick, stone (natural or artificial), decorative concrete block and stucco shall be used.

Renderings for only the building on proposed Lot 2 have been submitted; renderings have not been submitted for buildings on proposed Lots 1 and 3. The proposed building materials for the buildings on

proposed Lot 2 have not been noted on the plans, but the applicant has indicated that the exterior of all three buildings is proposed as concrete tilt up panels. The front building façade of the building on proposed Lot 2 is broken up with varied roof lines and canopies.

From the limited information provided about the motor fuel station building on proposed Lot 2, the building does not meet the requirements of Title 11-26A-4 (3) above. Because the proposed building will be a “gateway” to the City’s downtown and located at a high-traffic volume intersection, staff does not recommend that the Planning Commission consider a variance from the required design standards pertaining to motor fuel stations. The renderings submitted convey somewhat of an industrial looking building.



Formal feedback from the Planning Commission and City Council during the concept / sketch plan review indicated that they are not willing to entertain a variance from the design standards for motor fuel stations. Specifically noted in the minutes from the City Council meeting are the following comments:

- *Brick and/or stone features shall be integrated into the front building facades of the motor fuel station building to meet the requirements of Title 11-26A-A of the City Code.*
- *Buildings will be required to have increased design standards as a “trade-off” for the PUD variations. The building facades visible from public rights-of-way shall incorporate detail using colors, textures, and varying material treatments to break up the facades and provide a high degree of aesthetic treatments. The predominant exterior building material for the buildings on proposed Lots 2 & 3 shall consist of brick or stone. At least 40% of the front facing façade shall consist of windows.*

Following review by the City Council, the applicant has not submitted revised building plans / building elevations. The applicant has resubmitted the building elevations that were submitted during the original concept / sketch plan review, and were not acceptable to the Planning Commission or City Council. Staff recommends that the above recommendations be incorporated into current conditions / feedback.

Canopy & Pump Island Design

Below are design requirements for pump-islands and canopies in the B1 zoning district:

1. The edge of the canopy shall be thirty feet (30') or more from the front and/or side lot line; provided, that adequate visibility both on site and off site is maintained.
2. The canopy shall not exceed eighteen feet (18') in height and shall provide fourteen feet (14') of clearance to accommodate a semitrailer truck passing underneath.
3. The canopy fascia shall not exceed three feet (3') in vertical height.
4. The architectural design, colors, and character of the canopy shall be consistent with the principal building on the site.
5. Signage may be allowed on a detached canopy in lieu of wall signage on the principal structure; provided, that the individual canopy sign does not exceed more than twenty percent (20%) of the canopy facade facing a public right of way.
6. Canopy posts/signposts shall not obstruct traffic or the safe operation of the gas pumps.
7. Pump islands shall comply with the following performance standards:

- a. Pump islands shall be elevated six inches (6") above the traveled surface of the site.
- b. All pump islands shall be set at least thirty feet (30') back from any property line. Additionally, the setback between the pump islands' curb face shall be at least twenty four feet (24').

Details regarding the proposed pump island canopy have not been provided, other than those shown in the renderings. A review of ten recently constructed gas stations shows that canopies ranged from 26' to 54' in width, but those canopies cover at least two pumps.



It is noted that signage on the canopy is only permitted under the City code in lieu of signage on the building. Details regarding the canopy were requested as stated in the City Council minutes but not submitted. The “Preliminary Paving & Dimensional Plan sheet dated 4/6/18” seems to depict a location for a canopy although it is not referenced. It appears to be approximately 28’ from the front property line as opposed to the required 30’. **The developer should submit details regarding the proposed pump island canopy that meet the requirements of Section 11-26A-4 of the City Code (above).**

The City Code states that “the setback between the pump islands’ curb face shall be at least 24”. The plan submitted shows 23’ between pump island curb faces. The proposed 23’ is an improvement over the concept plan which showed 20’ spacing and is acceptable to City staff.

Staff notes that the building renderings shown on the “Concept Elevations” drawing dated 11-29-17 seem to depict space for two vehicles at each fuel pump. The developer has verbally indicated that there would be room for only one pump and vehicle (not double stacked). The site, as currently designed, does NOT accommodate space for two vehicles. The rendering should be revised to accurately depict the single fueling stations.

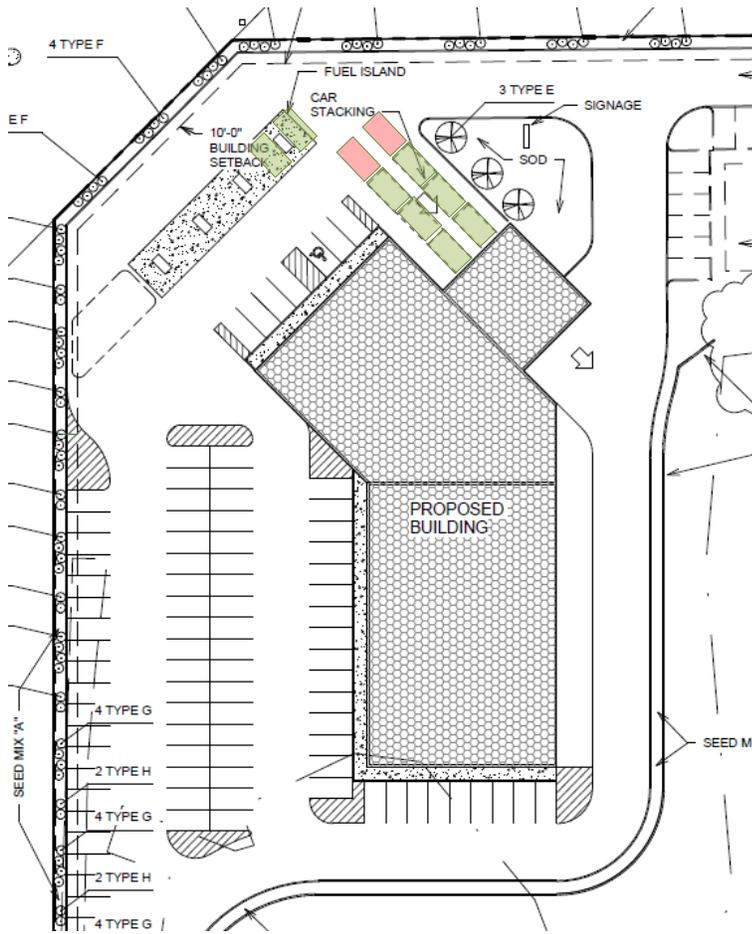
Commercial Car Wash

Commercial car washes are allowed as a conditional use in the B1 zoning district. Car washes have specific performance standards listed in the City Code. Staff would like to specifically call out the following performance standards:

- The architectural appearance and functional plan of the building and site shall not be so dissimilar to the existing buildings or areas as to cause impairment of property values or constitute a blighting influence.
- Magazine or stacking space is constructed to accommodate that can be washed during a 30-minute period and shall be subject to the approval of the City Engineer. *(This would require approximately 6 stacking spaces, and conflicts with another section of the City Code which requires 4 spaces.)*
- Parking or car magazine storage space shall be screened from view of abutting residential districts.
- Vehicular access points shall be limited, shall create a minimum of conflict with through traffic movement and shall be subject to the approval of the City Engineer.

The landscaping plans depict that vehicles would enter the car wash on the northwest side of the building. The adjacent diagram depicts how vehicles would stack as waiting to enter the car wash. The Planning

Commission and City Council provided the following feedback regarding this topic during a review of the concept plan:



➤ The plans shall be revised so that the required car wash stacking spaces are provided and clearly identified, and do not create any conflicts with traffic circulation on the site.

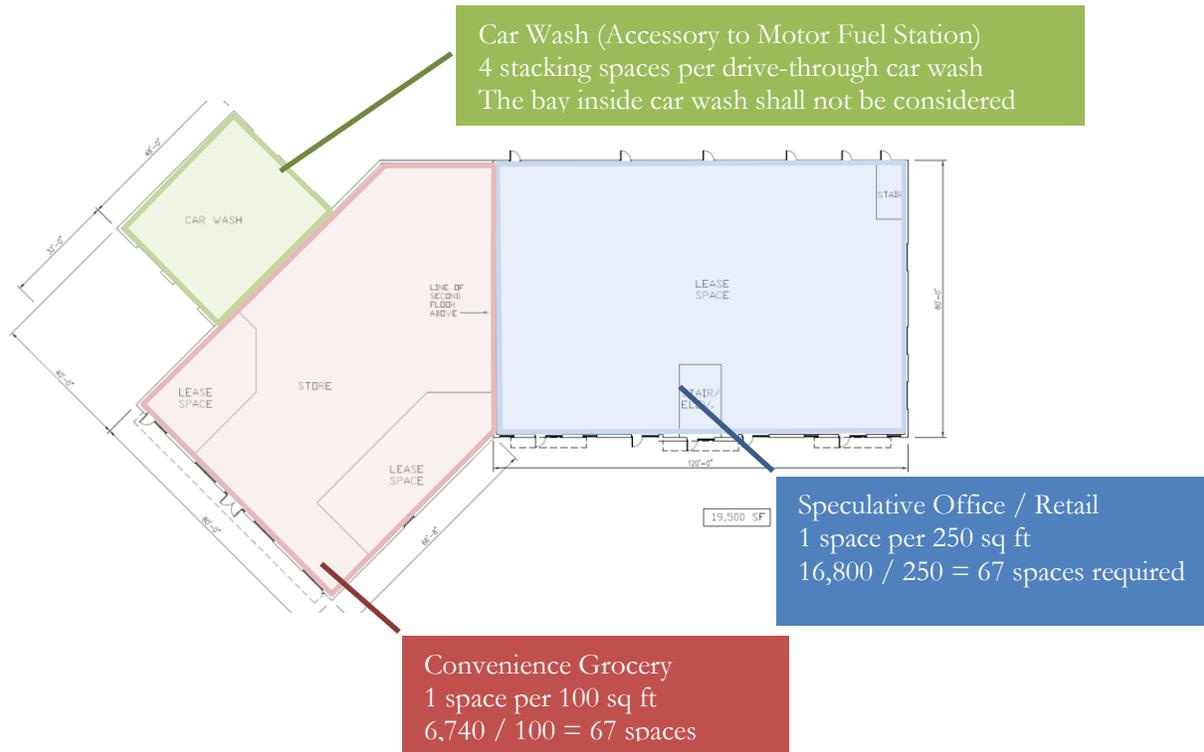
Since the concept plan was presented, the developer has moved the car wash portion of the building approximately 10' to the southeast to create an 10 additional feet of stacking space. Although the changes made since the concept plan review do improve the vehicle stacking situation, staff believes that the vehicle stacking areas shown in red would still cause conflicts with traffic flow through the site, in the area of the gas station. Staff is seeking input from the Planning Commission regarding this matter. Car wash stacking spaces are often designed to stack behind / in back of the buildings.

Drive-Thru

No drive-thru facilities are shown on the current site plan. It is noted that not less than 120' of stacking space shall be provided for single service drive-thru lanes. Drive-thru windows are also to be screened from view of public rights-of-

way and residential districts. Drive-thru regulations associated with car washes have separate regulations.

Car Wash (Accessory to Motor Fuel)	2,000	4 stacking spaces per car wash	8 (stacking spaces)
Total Required			134 + 8 car wash stacking
Total Proposed			118 + 6 car wash stacking



Proposed Lot 3 – The concept building on proposed Lot 3 appears to be approximately 4,700 gross square feet. No detail has been provided about this building or proposed uses. Calculating the space as “speculative office / retail” at 1 space per 250 square feet of floor area, 19 spaces would be required; 22 spaces are provided.

Overall Development Parking

Based on **gross** building square footages and information shown in the table below it appears that the site is short approximately 12 parking spaces and 2 car wash stacking spaces. Based on the below calculations the developer is providing approximately 92% of the required parking. In the absence of detailed building layouts which identify the net usable area of the building, staff would support using this percentage for calculating net usable area. Staff supports the number of parking spaces as proposed. Staff continues to note concern regarding the configuration of the car wash stacking spaces. Staff also notes that approximately 20 parking spaces shown in the southwest corner of the site, along Co Rd 91, are oddly configured. Proposed uses have been estimated at this time; uses proposing to locate on the site will need to verify parking requirements are being met during the building permit review process.

	Parking Required	Parking Provided	
Lot 1	17 spaces	18	1 space over
Lot 2	134 spaces + 8 car wash stacking spaces	118 spaces + 6 car wash stacking	16 spaces short 2 car wash stacking spaces short
Lot 3	19 spaces	22	3 spaces over
TOTAL	170 + 8 car wash stacking spaces	158 + 6 car wash stacking	12 spaces short 2 car wash stacking spaces short

Off Street Loading – Chapter 9

Section 11-9-11 of the City Code requires that every retail, industrial or manufacturing, or wholesale use having a gross floor area of six thousand square feet or more shall provide off street loading facilities. Off street loading spaces shall be at least 10' x 25', excluding area for maneuvering vehicles. The applicant has revised the plan to include off street loading spaces as required by Code.

Truck Circulation within the Site

The applicant has provided truck turning template for WB-62, WB-40 and box truck as requested. The City Engineer review memo dated April 20, 2018 addresses his review of the submitted turning templates and notes a concern with the WB-62 maneuver. He notes that the turning maneuvers were modeled using existing roadway conditions and pavement widths, as opposed to including the (future) required turn lanes.

Garbage Dumpster – Chapter 4

Section 11-4-3 of the City Code requires that all dumpsters, garbage containers, or refuse bins that are stored outside shall be screened from view. Acceptable methods of screening include enclosures made of wood fencing material, brick, or a combination thereof. Gates and doors which allow access to the refuse containers shall have a latching mechanism which keeps it closed/locked when not in use. The civil plans have been amended to depict a location for a garbage dumpster. Details regarding the design of the enclosure have not been submitted. **The garbage enclosure must meet the requirements of Section 11-4-3 of the City Code.**

Landscaping – Chapter 10

A revised landscaping plan and planting schedule has been submitted (shown below and attached). The site is subject to the requirements of Title 11-10 (general landscaping requirements) and Title 11-26A-4 (landscaping requirements for motor fuel stations). Landscaping is not permitted within public rights-of-ways, and is typically discouraged within public drainage and utility easement as these areas are to be reserved for utilities.

Title 11-10-4 of the city code (General Landscaping Requirements) contains the following regulations specific to the B1 zoning district:

1. At least twenty five percent (25%) of the land area shall be sodded and landscaped with approved ground cover, shrubbery and trees.
2. A minimum landscaped buffer area thirty feet (30') in width shall separate any parking, driveway, or structure from a lot line common with any residential district.
3. All properties abutting residential districts shall provide in-ground irrigation systems to all landscaped areas.
4. All areas disturbed by grading which are not built upon, paved or retained as a natural area shall be sodded and/or landscaped unless specifically approved as part of the overall landscape plan.
5. All new plants shall be guaranteed for twelve (12) months from the time planting has been completed. All plants shall be alive, of good quality, and disease-free at the end of the warranty period or be replaced. Any replacements shall be warranted for twelve (12) months from the time of planting.

In addition to the above requirements, Title 11-26A-4 of the city code contains landscaping requirements specific to motor fuel stations in the B1 zoning district, as follows:

1. Minimum required green area shall be in accordance with the provisions of chapter 10 of this title (above).
2. At the boundaries of the lot, the following landscape area shall be required:

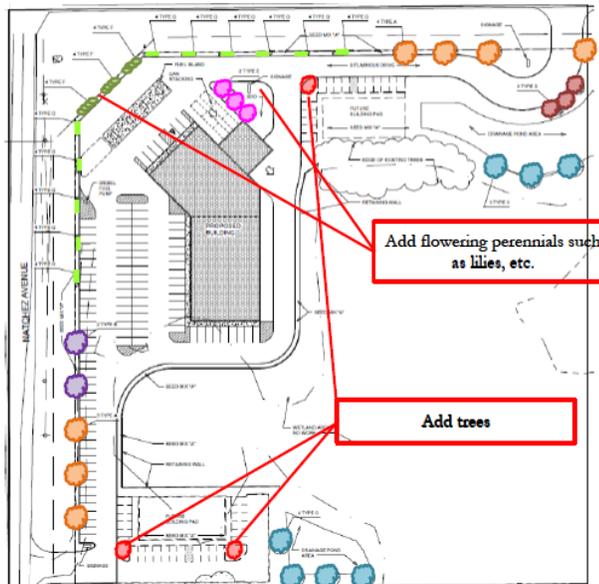
Proposed PUD Zoning & Preliminary Plat, Barsness 1st Addition

4/24/18

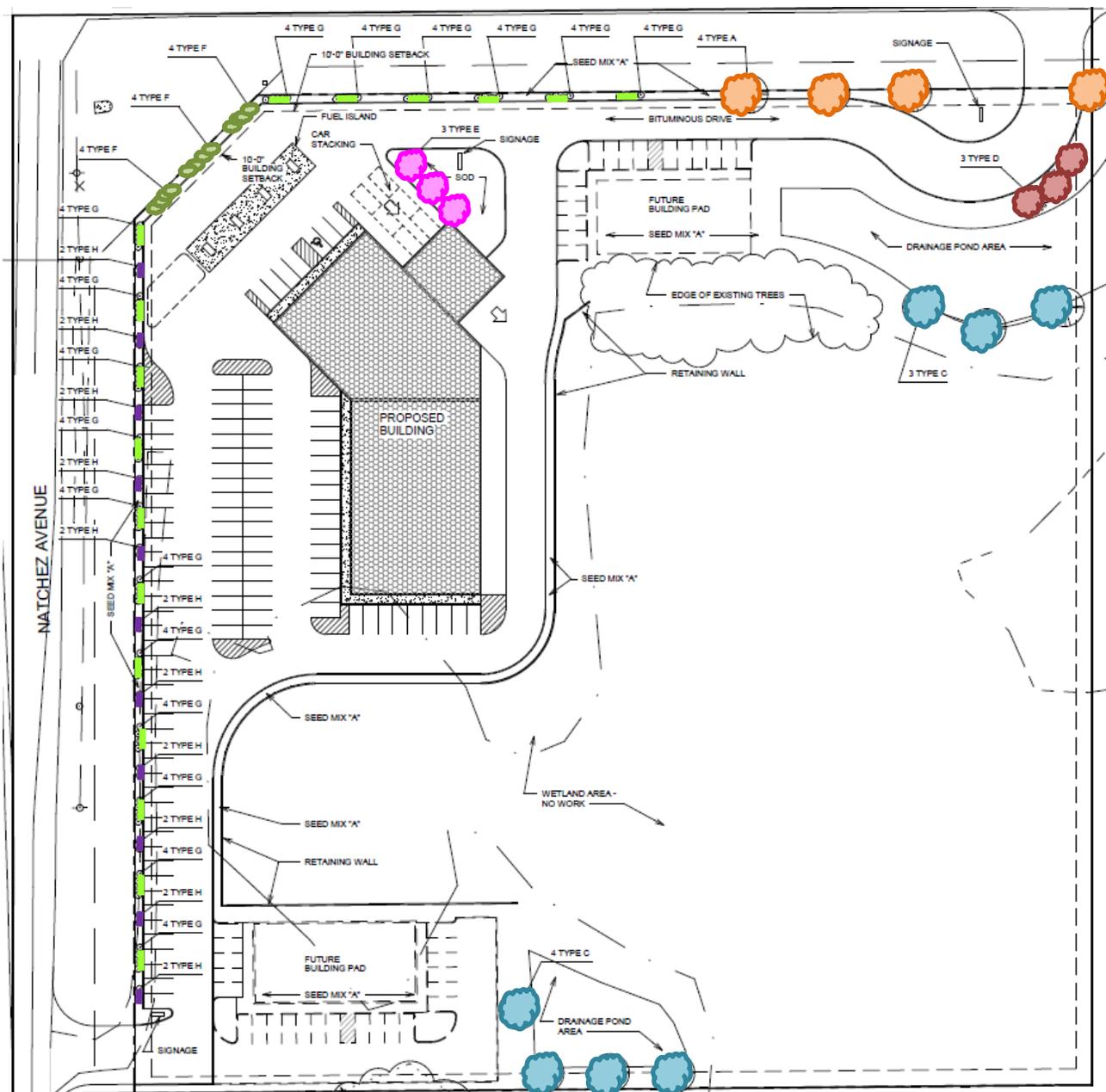
Page 12 of 23

- a. From side and rear property lines, an area of not less than ten feet (10') wide shall be landscaped in compliance with chapter 10 of this title.
- b. From all road rights of way, an area of not less than fifteen feet (15') wide shall be landscaped in compliance with chapter 10 of this title.
- c. Where lots abut residentially zoned property, a buffer yard of not less than twenty feet (20') wide shall be landscaped and screened in accordance with section 11-5-4 and chapter 10 of this title.
- d. The property owner shall be responsible for maintenance of all landscaping, including within the boulevard.

The following are the plants/trees shown in the revised landscape plan:



Original Landscape Plan



Revised Landscape Plan

The landscape plan does not meet the requirement of Title 11-26A-4 which requires not less than a 15' wide landscaped area adjacent to the road right-of-way. The applicant is proposing only 5' between the proposed exterior curbing and the property line abutting the right-of-way; motor fuel stations specifically require an area of not less than 15' wide. Both the Planning Commission and City Council discussed this matter during the concept plan review, provided the following feedback to the applicant:

"The landscape plan shall be amended to remove the proposed willow trees located near the stormwater ponds, add trees in possible parking lot bump-out areas, and add flowering perennials throughout the site."

"The Planning Commission is open to a reduced drainage and utility easement along the perimeter of the site if the site can be significantly enhanced in terms of design and landscaping, and it is demonstrated that the site and surround area can function with the reduced easement area."

Staff's opinion is that the landscaping plan has been changed, but not significantly enhanced as suggested by both the Commission and Council. Some deciduous trees previously proposed along Co Rd 91 have been changed to shrubs, the previously proposed willow trees have been changed to river birch, and Miss Kim lilacs have been added along Co Rd 91. Other than these items, the plans are very similar.

Staff requests Planning Commission feedback regarding whether the revised site design and landscaping plan have sufficiently satisfied their expectations in terms of allowing the trade-off for reduced easement widths around the perimeter of the plat and reduced green space requirements (5' vs 15') in front of the motor fuel station.

Lighting – Chapter 4 & 26

Title 11-4-7 of the City Code addresses lighting requirements. Exterior lighting shall not exceed .5 foot-candles at the property line when adjoining residential properties, and 1 foot-candle at the property line when adjoining a similar zone and land use. In addition, Title 11-26A-4 of the city code contains lighting requirements specific to motor fuel stations in the B1 zoning district, as follows:

Exterior Lighting: The lighting shall be accomplished in such a way as to have no direct source of light visible from adjacent land in residential use or from the public right of way and shall be in compliance with section 11-4-7 of this title. A comprehensive lighting plan shall be submitted as part of the conditional use permit application, and shall be subject to the following performance standards:

1. Canopy Lighting: Canopy lighting under the canopy structure shall consist of canister spotlights recessed into the canopy. No portion of the light source or fixture may extend below the ceiling of the canopy. Total canopy illumination below the canopy shall not exceed one hundred fifteen (115) foot-candles at ground level.
2. Illumination: Maximum site illumination shall not exceed limits set forth in section 11-4-7 of this title. (above).

The lighting plan submitted during the concept plan review has been resubmitted with the current application. The lighting plan dated 12/11/17 exceeds the allowable foot-candles at the right-of-way line. The lighting plan must be updated to comply with City lighting requirements.

Signage – Chapter 12

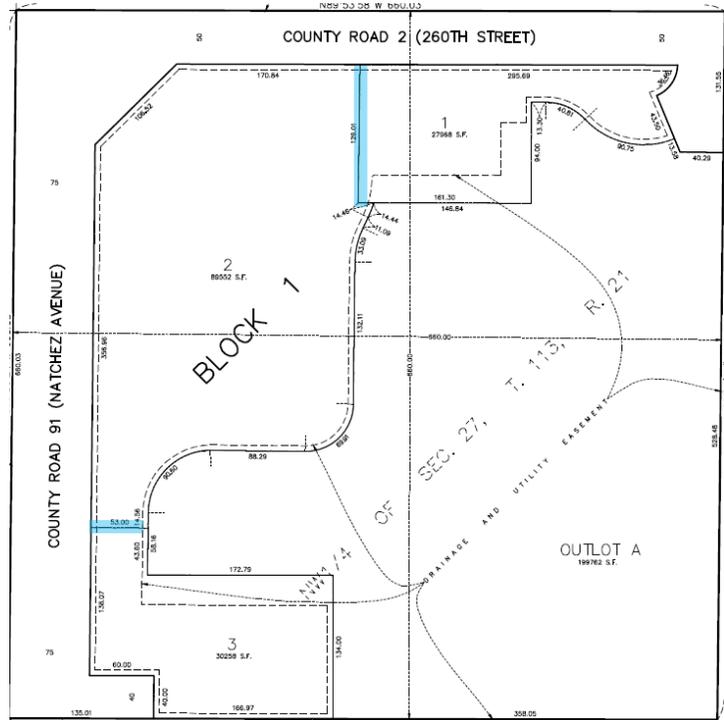
The landscaping plan depicts the location of three signs, one at each entrance and one near the car wash. Because details regarding any proposed signage have not been submitted, staff is not able to determine if any proposed signs meet City code requirements. The property will be subject to the sign regulations in Title 11-12 of the City Code, and for the B1 zoning district. The Planning Commission may want to consider requiring specific types of signage as part of the PUD approval process (eg. Monument sign vs pole sign). Consistent with the objections of the “Town Center” land use designation (which the property is designated as), signage that would be compatible with a historic downtown is encouraged.

Easements

The City's Subdivision Ordinance (Chapter 9-6 (A)) requires that drainage and utility easements shall be provided on all lot lines. At a minimum, these easements shall be 10' wide along all lot lines that abut streets and along all boundaries with land not being developed, and a total of 10' wide on interior property lines.

The concept plans submitted and reviewed by the City depicted only 5' easements around the perimeter of the plat. There was fairly significant discussion regarding this during the concept plan review. The Planning Commission and City Council indicated that they would be open to considering reduced easements around the perimeter of the site "if the site can be significantly enhanced in terms of design and landscaping, and it is demonstrated that the site and surrounding area can function with the reduced easement area."

The preliminary plat drawing submitted continues to depict 5' easements along lot lines that abut the street and adjacent properties, and no easements along interior lot lines.



Staff requests Planning Commission feedback regarding whether the revised site design and landscaping plan have sufficiently satisfied their expectations in terms of allowing the trade-off for reduced easement widths around the perimeter of the plat.

Access / Roads / Transportation Issues

The proposed development borders two existing roads, both of which are Scott County jurisdictional roadways. Roads, functional classification of the roads, and comments are as follows:

County Road 2 / Main Street, A Minor Arterial Roadway. – The purpose of an A Minor Arterial Roadway is to link urban areas to principal arterials (such as I35) and larger towns. The emphasis of these roadways is mobility as opposed to access. Official traffic volumes on this section of Co Rd 2 are 9,200 vehicles per day (2014) and a draft count indicates 10,400 vehicles per day; volumes are expected to grow to nearly 22,000 vehicles per day upon full build-out of the area identified in the City’s Comprehensive Plan. The speed limit is 55 mph. The roadway is under the jurisdiction of Scott County.

County Road 91 / Natchez Avenue, B Minor Arterial Roadway. The purpose of a minor arterial roadway is to link urban areas to principal arterials (such as I35) and larger towns. The emphasis of these roadways is mobility as opposed to access. Traffic volumes on this section of Co Rd 91 are approximately 4,050 vehicles per day; and are expected to grow to nearly 11,000 vehicles per day upon full build-out of the area identified in the City’s Comprehensive Plan. The speed limit is 55 mph. The roadway is under the jurisdiction of Scott County.

Planned Roundabout @ Co Rd 2 & Co Rd 91. Since planning began on development of the subject property, the City and County have secured grant funding for a roundabout at this intersection. The project is currently in the preliminary design phase and is currently proposed to be constructed in 2020. A draft layout for the roundabout project is attached to this report. The draft layout has been blessed by the City Council and given support from Scott County. The City Engineer’s memo dated April 20, 2018 further discusses coordination between the future roundabout project and the proposed development project.

City Street Connections to County Road. Scott County does not allow private commercial access connections to the county roadway system. Connections for commercial uses must be made via a public street. The developer has attempted to address this requirement by dedicating two areas shown below as public street rights-of-way. The City Engineer presented options to address the access requirements in a memorandum dated October 24, 2016 (attached). Revised City Engineer comments regarding the current proposal are contained in a review memo dated April 20, 2018. Both the City Engineer and Public Works Director have opined that the proposed configuration is not acceptable as a public street connection to the County road, and must be redesigned.



The most current Scott County comments are contained in a review memo dated March 1, 2018 (attached). Revised comments regarding the current submittal had not been received at the time of this report but County staff indicated they would have some feedback prior to the Planning Commission meeting.

Trails

The City’s 2030 Park & Trail Plan identifies a proposed sidewalk / trail corridor along the south side of Co Rd 2 and the east side of Co Rd 91. The City’s Transportation Plan also recommends that sidewalks or trails be constructed adjacent to all minor collectors, major collectors, and minor arterial roadways. During review of the concept plan the Planning Commission and City Council recommended the following:

- *The plans shall be amended to depict a 10’ trail along the north and west sides of the property. The Planning Commission recommends that, if the City Council is proposing a larger trail project as prt of the future roundabout project construction, the trails adjacent to the subject property be incorporated into the roundabout project, with the cost being borne by the developer. If the City Council elects not to construct a larger trail project with the roundabout project, the trails should be constructed by the developer at the time of site development.*

The application and the current plan submitted indicate a “future trail” and it is shown at 8’ in width versus the requested 10’. The applicant has not clearly conveyed their wishes regarding timing of trail construction, but the word “future” trail as depicted on their plans leads one to believe that they are requesting that the trail be constructed with the roundabout project. Because the City Council has not yet made any decisions regarding trail construction with the roundabout project, staff recommends that the above language regarding trail construction be included in any recommendations for approval of the proposed development. The trail can be constructed within the county road right of way but requires a permit from Scott County. Staff recommends that all plans be amended to depict that a 10’ trail be constructed by the developer.

Internal Pedestrian Routes

During review of the concept plan, the Planning Commission and City Council recommended the following:

- *The plans shall be amended to clearly depict a pedestrian route from the perimeter trail/sidewalk system into the proposed motor fuel station building.*

This philosophy is consistent with the intent of the Comprehensive Plan which states: *The Town Center may be characterized as a service hub with limited retail shopping convenience. Pedestrian circulation within, as well as to the area will be a distinguishing feature.* The current application seems to depict two small sections of sidewalk leading from the perimeter trail system to the edge of the motor fuel station parking lot, but does not depict a continued route through the parking lot and into the building. Staff recommends that the plans be amended to clearly depict a pedestrian route from the perimeter trail/sidewalk system into the proposed motor fuel station building.

Wetlands / Floodplain / DNR Protected Waters

There are known wetlands on the subject property. A wetland delineation report prepared Whitt Environmental Services has been submitted for review. The report indicates a large wetland on the subject property. The delineated boundary corresponds approximately with the 1130 contour line. There is also a DNR Protected Water on the property with an ordinary high water mark of 1126.4. The wetland delineator has opined that the City of Elko New Market, Minnesota Board of Water and Soil Resources, Minnesota Department of Natural Resources, and the U.S. Army Corp of Engineers all have jurisdiction over the wetlands on or adjacent to the site.

The developer is proposing to fill / mitigate a portion of the wetland. A wetland application was submitted at one time but subsequently withdrawn. During the past year a fair amount of review has been conducted related to the boundary of the wetland and the proposed mitigation limits. Several meetings of Technical Evaluation Panel (TEP) have taken place, and in August of 2017 there seemed to be consensus by the TEP regarding the proposed fill / mitigation area that is depicted on the current plan set.

At this time the developer has chosen to proceed with application for rezoning and preliminary plat approval, with the understanding that any potential approvals would be 100% contingent upon concurrence with the wetland boundary and approval of the application for mitigation / replacement plan. All recommendations for approval should be subject to the approval of all wetland applications, including wetland boundary concurrence and approval of the wetland replacement plan.

There are no FEMA designated floodplain areas on the subject property.

City Code requires that wetlands (and stormwater ponds) be conveyed to the City in the form of an outlot. The plan has been revised to show the stormwater ponds and wetland areas in an outlot (Outlot A) to be conveyed to the City rather than easements, as required.

Wetland Buffer Requirements

Title 11-11-4 (C) of the city code requires vegetative buffers be maintained adjacent to delineated wetlands. The buffer width is dependent upon the functional assessment (quality) of the wetland. A MnRAM report prepared by Whitt Environmental Services has been submitted; the results of which indicate that the wetland must have a wetland buffer with an average width of 30' and a minimum width of 25'.

The city code also states the following:

“The first 25’ of buffer, as measured from the wetland, cannot be disturbed during project construction (i.e. cleared or graded, except for temporary disturbances for public roads and utility construction) and shall be protected from disturbance with temporary fencing prior to construction. Vegetation can be replaced and

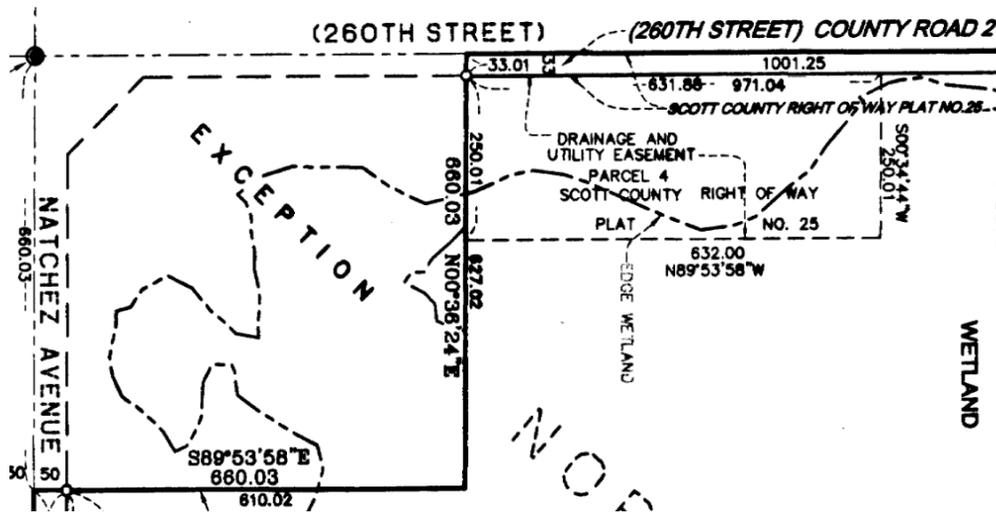
site soils preparation work completed within the first 25' if necessary to establish acceptable buffer vegetation in accordance with these wetland regulations.”

The current plan does show grading within the buffer area. Approval of the plan as submitted would be approving a reduced wetland buffer from the required 30' (average) and 25' minimum to 0'. (average buffer unknown.) There was Planning Commission and City Council support of this deviation during the concept plan review.

Stormwater

A stormwater plan and drainage calculations have been submitted for review and approval. The current plans shows that the developer is proposing to expand an existing stormwater pond owned by Scott County, and direct drainage from the vast majority of the site into this pond, which is located on the northeasterly area of the site. A future phase (proposed Lot 3) also proposes construction of a small pond on the southerly portion of the property.

The City Engineer’s review memo indicates that he is supportive of the idea to expand the County pond, and that the applicant be required to demonstrate the County’s approval of their pond use and modification in writing. The City Engineer has indicated that the stormwater plans submitted are generally acceptable to him, and that the stormwater plan and calculations must be approved by Scott County.



Drainage easement for existing (County) pond located east of developer’s property



Aerial view of County stormwater pond located east of developer’s property



View of existing County stormwater pond located east of developer's property

Sanitary Sewer

Sanitary sewer is available along both Co Rd 91 and Co Rd 2. The applicant is proposing individual sanitary sewer connections to each property / building which had been previously requested by the City. **The City Engineer must review and approve the final sanitary sewer plan.**

Water

Water is currently available along Co Rd 2, and the developer is proposing to install a 16" ductile iron watermain along the west side of the site, in the Co Rd 91 right-of-way. This had been previously requested by the City. Individual water connections to each property / building will be stubbed off of the 16" watermains. As noted in the City Engineer's review memo, a 16" watermain is considered oversized and the City will reimburse the developer for the costs of oversized materials. Any proposed hydrants that are located or required on the private property will be considered private infrastructure. **The City would want to enter into a Fire Hydrant Maintenance Agreement for those private hydrants, so City staff would have the ability to maintain and exercise the hydrants as needed. The City Engineer must review and approve the final water plan.**

Parks Commission Comments

Title 12-9-8 of the city code requires that 10% of the gross area being subdivided be dedicated for public parks, trails, or open space. If no land dedication is required, the park fee is \$2,800 per acre for commercial development.

The City's adopted Park & Trail Plan identifies future trails along the east side of Co Rd 91 and the south side of Co Rd 2. A sidewalk or trail shall be constructed along the south side of Co Rd 2, and along the east side of Co. Rd. 91 at the time of development, consistent with the City's adopted plan. Along Co Rd 91 to the south, there is an existing 10' wide trail, and along the south side of Co Rd 2 to the west there is a 5' wide sidewalk.

On September 1, 2016, the Parks Commission reviewed a concept development plan and made the following recommendation:

- The developer construct the trails along his property at the time of development, which is identified in the City's Park and Trail Plan on the eastside of CSAH 91 and the south side of CSAH 2; and
- The developer contribute cash in-lieu-of park land dedication.

The plans submitted indicate that net site area, located outside of county road rights-of-way and wetlands is 4.44 acres. Staff recommends that the park dedication fee will be based on 4.44 acres of upland area.

City Engineer Comments

The City Engineer has provided comment on various renditions of the plans. His most recent comments are contained in an April 20, 2018 memorandum. Included as attachments to this memorandum are his memos dated October 24, 2016, March 8, 2018 and April 20, 2018. The most recent memo indicates that the plans will need to be revised. Of particular concern is the two proposed public street connections that are being recommended for redesign.

Public Works Director Comments

The Public Works Director has made the following comments regarding the current plan set:

- There is still not enough room for City plow truck to turn around on either of the entrances, there looks to be enough room to for snow storage on the north entrance though.
- The turn lanes seem a little small and the pavement section may not be sufficient, but I will leave that up to the County.
- The trail is now listed as future.

Fire Chief Comments

The Fire Chief has not commented on the application. An emergency /rapid access system will be required on the proposed commercial building at the time of construction (Knox Box).

Police Chief Comments

The Police Chief has reviewed the plans and has made the following comments:

- The site design is generally acceptable.
- It would be my preference to have the “through road” in front of the building.
- I would recommend large windows on the front of the convenience store building, for safety purposes and so the convenience attendants can sufficiently view potential gas drive-offs.

Building Official Comments

The Building Official has reviewed the plans and made the following comment:

- Handicap parking spaces may need to be further evaluated; the code requires one space per every 25 parking spaces.
- I have no other comments regarding for the Barsness commercial development.

Scott County Highway Department Comments

The most current Scott County comments are contained in a review memo dated March 1, 2018. Revised comments regarding the current submittal had not been received at the time of this report.

Staff Recommendation:

Staff supports the proposed use of the property for the proposed motor fuel station, car wash, convenience store, retail, and office uses. There have been several improvements to the site design since the concept plan review by the Planning Commission and City Council. That said, as noted throughout this report, there are a few remaining design issues that need further attention, resolve, or redesign. The major areas of concern at this point are:

- ❖ The design of the public street accesses into the property which do not meet the approval of Scott County or the City Engineer.
- ❖ The building design that has been proposed for the motor fuel station building does not meet the requirements of Title 11-26A-A of the City Code. Both the Planning Commission and City Council

have previously recommended changes to the design, and also recommended building design enhancements for the entire development as a trade-off for the PUD approval.

- ❖ Landscaping??? Need clarification on whether the revised landscaping plan is acceptable as a trade-off for the reduced green space requirement near the motor fuel station (5' vs 15') and as a trade-off for allowing 5' drainage and utility easements as opposed to the required 10'.
- ❖ There is concern regarding design of the car wash facility. The City Code requires that 4 stacking spaces be required for each wash bay; three have been provided. The Planning Commission and City Council previously recommended *"The plans shall be revised so that the required car wash stacking spaces are provided and clearly identified, and do not create any conflicts with the traffic circulation on the site."*

Staff recommends that the Planning Commission move to continue the item to allow the applicant time to address and resolve the above items.

If the Planning Commission chooses to recommend approval of the application to the City Council, staff suggests a detailed review of conditions that would apply to the recommendation for approval.

Attachments:

Street views of property

Letter of Application dated March 30, 2018

City Council minutes dated March 8, 2018

Ordinance requirements for commercial car washes & motor fuel stations

Plans prepared by James R. Hill and Appro Development (as referenced on page 2 of this report)

City Council Minutes dated 3.8.18

City Engineer Review Memo dated April 20, 2018

City Engineer Review Memo dated March 6, 2018

City Engineer Memo Regarding Access dated October 26, 2016

Scott County comments dated March 1, 2018 (waiting for revised comments)

Aerial Overlay with Roundabout Concept

Conceptual Roundabout Plans



View from northwest corner of property, looking southeast



View from southwest corner of property, looking northeast



View from northeast corner of property, looking southwest

March 30, 2018

To: City Staff

Re: Reason why a PUD application is being requested.

PUD Application Vs. Limit Business zoning.

The 10 acre parcel is located in the center of the city and is confronted with a couple of unique issues. This 10 acre parcel is abutting two major county roads and access is limited only two access points . The first access is located at the Southwest corner of the property off of Natchez Ave. and the second access is located at the Northeast corner off of County Road 2. Both access points are controlled by Scott County.

The second issue is there are significant wetlands on this parcel, of the 10 gross acres this is only 3.43 acres of developable land and wetland mitigation is required to be able to access the developable portion of the property.

The Property is presently zoned Limited business and applying the limited business ordinance requirements the parcel is not buildable. The Wetlands on the property also triggers The State Wetland Conservation act for requirement to not allow filling of wetlands or mitigating wetland impact.

When applying both of these regulations, The Limited business zoning applying the setbacks from major county roads pushes the proposed building , parking and traffic circulation into the wetlands. The Wetland Conservation Act not allowing filling of wetlands and buffer zone to protect the wetland pushes the development plan proposed into the required setbacks of the Limited business zoning district. Both of these regulations work against each other in protecting different ordinance criteria.

We believe this is a unique parcel where there is no other parcel in the city that the conflict between these two ordinances would render a site unbuildable and therefore the PUD zoning is the only allowable zoning category available to provide a commercial development with the additional amenities and services not presently available within the City.

Thank you,

Warren Barsness

11-28C-1: PURPOSE AND INTENT:

The purpose of the PUD planned unit development district is to provide comprehensive procedures and standards intended to allow flexibility in the development of residential neighborhoods and/or nonresidential areas that would not be possible under a conventional zoning district. The decision to zone property to a PUD is a public policy decision for the city council to make in its legislative capacity. The intent of this article is to:

- A. Provide for the establishment of PUD (planned unit development) zoning districts in appropriate settings and situations to create or maintain a development pattern that complies with the city comprehensive plan.

The property is presently zoned Neighborhood business. Because of the unique location and site characteristics of this 10 acre parcel the development potential is not a buildable site because of the Wetland Conservation act requirements for wetland avoidance and setback from wetlands. The Neighborhood Business zoning requirements have extensive building and parking setbacks from major county roads. When applying both these regulations to this property the site is unbuildable unless there is flexibility allowed through the PUD process.

- B. Allow for the mixing of land uses within a development when such mixing of land uses could not otherwise be accomplished under this title.

The original parcel consists of 10 acres and with County Road ROW and Wetland that have been delineated on this parcel the developable property remaining is 3.43 Acres. Looking at services needed in the community and the unique design of the building connecting a gas and grocery and pharmacy and car wash as a one story building and attaching a 2 story office retail building. All three uses are tied together as one building and one owner with the same architectural design. These uses are allowed in a neighborhood zoning district but tying these uses together is unique.

- C. Provide for variations to the strict application of the land use regulations in this title in order to improve site design and operation, while at the same time incorporating design elements (e.g., construction materials, landscaping, lighting, etc.) that exceed the city's standards to offset the effect of any variations.

The main reason for requesting the PUD zoning on this property is stated above. The uniqueness of the location and the physical characteristics affecting this property renders the site unbuildable. This development proposal is providing design standards that tie together gas, grocery, office and retail in 1 building. The building material proposed is high quality energy efficient pre-cast panels that exceed the minimum building standards of the Neighborhood business. The building materials used in the first phase will be the same building materials used in phases 2 & 3. All though the landscaping seems to be minimal there more than 25% green area on the total development. Most of the green area will be preserved as grass areas and buffer zones along with a 3 acre wetland will be preserved.

- D. Promote a more creative and efficient approach to land use within the city, while at the same time protecting and promoting the health, safety, comfort, aesthetics, economic viability, and general welfare of the city.

The location of the access points allowed from the county to the 2 county roads and the location of the wetlands on the parcel a creative design and building mass was required to make economic sense of the proposed development. Attaching the gas, grocery, car wash and two story office retail building was creative and a more efficient use of the buildable area. The City has already installed sewer and water to the property. The City will start to receive revenue from this development .

- E. Preserve and enhance natural features and open spaces.

Over 1/2 of the land in this development is preserved as wetland or green area

- F. Maintain or improve the efficiency of public streets and utilities.

The development is only proposing public street access for the first 80 feet off of the county roads. The remainder of the internal streets and parking will be private with cross easements for access, maintenance by the users of the property.

- G. Ensure the establishment of appropriate transitions between differing land uses. (Ord. 127, 3-24-2016)

The surrounding property is undeveloped except the property directly east. Natchez Ave. with a 150' ROW separating this parcel from the property to the east.

11-28C-2: APPLICATION TO CERTAIN PROPERTIES:

PUD districts shall be applied to property only in conjunction with projects which fulfill the purpose of such application. PUD zoning designations shall not be applied to property in advance of specific development applications. (Ord. 127, 3-24-2016)

11-28C-3: ALLOWED USES:

All permitted uses, permitted accessory uses, conditional uses, interim uses, and uses allowed by administrative permit contained in the various base zoning districts defined in chapter 24 of this title shall be treated as potential allowable uses within a PUD district, provided they would be allowed on the site under the comprehensive plan. (Ord. 127, 3-24-2016)

11-28C-4: LOT, SETBACK AND BUILDING HEIGHT REQUIREMENTS:

The various lot area, lot width, setback, and building height regulations of the most closely related conventional zoning district shall be considered presumptively appropriate but may be departed from to accomplish the purposes described in section [11-28C-1](#) of this article. (Ord. 127, 3-24-2016)

11-28C-5: INTEGRATED DESIGN:

CITY COUNCIL WORK SESSION

March 8, 2018

Minutes

1. CALL TO ORDER

The meeting was called to order by Mayor Crawford at 6:30 p.m.

Members Present: Mayor Crawford, Councilmembers: Berg, Julius, Timmerman and Timmons

Members Absent: None

Also Present: City Administrator Terry, City Attorney Poehler, Police Chief Mortenson, City Engineer Revering, Public Works Superintendent Schweich, Community Development Specialist Christianson and City Clerk Green

2. PRESENTATIONS

None

3. REPORTS

None

4. GENERAL DISCUSSION

Sketch Plan Review of Proposed PUD Zoning & Preliminary Plat, Barness 1st Addition

Community Development Specialist Christianson provided the Council with the following update from the March 6, 2018 Planning Commission Meeting regarding the Sketch Plan Review for Proposed PUD Zoning & Preliminary Plat, Barness 1st Addition.

Mayor Crawford asked Community Development Specialist Christianson to present her memorandum dated March 6, 2018 related to the Barsness PUD (Planned Unit Development) sketch plan review application and a summary of the Planning Commission feedback.

Christianson stated that the City has been working with Warren Barsness regarding a possible commercial development located at the southeast quadrant of County Road 2 and County Road 91 for several years. She stated that City staff had received concept plan drawings in the summer of 2016 and provided staff level comments to Mr. Barsness and his development team at that time. Christianson stated that Mr. Barsness had formally submitted an application for Sketch Plan review of a proposed Planned Unit Development and Plat, and was seeking Planning Commission and City Council input on the project. The Planning Commission reviewed the application at their March 8, 2018 meeting and Planning Commissioner Chairman Thompson was present at the City Council workshop.

Christianson then described the following components of the commercial project:

- A combination gas station and grocery/convenience store containing approximately 7,956 square feet
- A 1,920 square foot car-wash containing two drive-through bays

- An attached 2-story speculative office, retail and storage building containing approximately 19,248 square feet
- Two speculative buildings to be included in future phases

Christianson provided an overview of the purpose PUD, planned unit development and stressed that requested ordinance deviations associated with PUD's are intended to be allowed only when a "trade-off" of sorts takes place which results in a higher quality development product than would otherwise be achieved through standard zoning.

Community Development Specialist Christianson summarized her planning report and provided a PowerPoint review of the following issues:

- Consistency with the City's Comprehensive Plan
- Rezoning issues and evaluation criteria
- Summary of requested PUD flexibilities (from B-1, Neighborhood Business District standards)
- Lot size and setback criteria
- Building design requirements
- Pump island, fuel island canopy and commercial car wash design requirements
- Site circulation near the gas station
- Off-street parking and loading requirements
- Trash handling
- Landscaping, lighting and signage requirements
- Easement requirements under City Subdivision Ordinance
- Wetland, floodplain, DNR Protected Water issues
- Utility issues including stormsewer, water and sanitary sewer
- Park and trail requirements
- Access, road and transportation issues
- Future roundabout design, and options for site access

At the conclusion of her presentation, Christianson stated that Staff and the Planning Commission are supportive of the proposed uses upon the property and suggested that restaurants be included in the allowable uses. Christianson specifically reviewed several Ordinance deviations (PUD flexibilities) that are supported by the Planning Commission, and reviewed the design-related issues that the Planning Commission recommended be addressed as the project moves forward. Areas of concern included the following:

- Concerns with proposed building design and materials
- Concern with proposed landscaping around motor fuel station
- Potential concern with width of proposed drainage and utility easements, depending on ultimate site design
- Concern with trails (proposed to be "by others")

- Concern with lack of vehicle stacking spaces for vehicles entering car wash and car wash location / design
- Concern with lack of off-street loading area and area for garbage dumpster
- Concern regarding proposed access and lack of turn lanes into the property

Following Community Development Specialist Christianson's presentation, City Engineer Rich Revering described the conceptual roundabout design and outlined options for access to the site. He noted that if a southbound access from Co Rd 91 is desired now or in the future, that should be incorporated into the roundabout design at this time.

The property owner (Warren Barsness) and the property owner's development representative (Dale Runkle) were present at the meeting. The following comments were offered by the developer:

- County Road access-related concerns can be addressed.
- He somewhat questioned the need for the site access off of Co Rd 91
- Ample area exists upon the site for the maneuvering of fuel trucks, and the proposed fuel supplier has verified this.
- The layout of the proposed gas pump islands was prepared by motor fuel station professionals.
- A garbage dumpster will be incorporated into future plans
- The building can be designed with many optional finishes, and can be designed to incorporate a brick or stone look.
- The PUD has been requested as a means to accommodate development upon a parcel which has very limited buildable area. It was contended that development of the parcel likely would not be possible without flexibilities afforded by the PUD, due to wetland and access issues.

Following Community Development Specialist Christianson's presentation and applicant comments, the City Council offered comments/questions related to the following:

- The City Council is generally supportive of the various uses that are proposed on the site.
- The applicant/developer needs to address numerous design-related issues on the site as outlined in the staff report.
- Additional detail related to building finishes is needed.
- Concern exists related to vehicle stacking space provided for the proposed carwash and related impacts on site circulation.
- Additional landscaping needs to be provided.
- Access and trail locations on the site should be coordinated with the design of the County Road 2/County Road 91 roundabout.

Following receiving the recommendations of the Planning Commission on the Sketch Plan Review of Proposed PUD Zoning & Preliminary Plat, Barnes 1st Addition.

After Council discussion on this item, receiving recommendations of the Planning Commission, receiving input from Warren Barsness, Dale Runkle, Planning Commission Chair Thompson, the City Council agreed with the recommendations set forth by the Planning Commission, as follows:

The following City Code deviations are supported:

- Building setback deviation for building on Lot 1 – 12’ from side
- Wetland setback deviation for buildings on Lot 2 – 10’ from wetland
- Side setback deviation for building on Lot 2
- Building setback deviation for building on Lot 3 – 53’ from front row
- Stormwater pond setback for building on Lot 3 – 10’
- Wetland setback for building on Lot 3 – 30’
- Wetland buffer setback to 0’, as depicted on site plan
- Requirement that 25% of lot be landscaped

The following City Code deviations are not supported:

- Deviation for building materials on motor fuel station (gateway to City)
- Deviation for car wash stacking spaces (negatively affects internal site circulation at gas station)
- No off-street loading area (high likelihood that loading space will be needed for convenience store and other deliveries)
- No garbage dumpster area

The following items should be considered as part of the forthcoming Development Stage PUD and preliminary plat applications:

1. The developer must enter into a Planned Unit Development Developer’s Contract with the City of Elko New Market, and the Agreement must be approved by the City Council prior to final plat approval of the site.
2. Subject to the City Engineer’s memo dated March 6, 2018.
3. Final development, grading and construction plans must be approved by the City Engineer, Public Works Director and Community Development Specialist prior to final plat approval.
4. Additional descriptive information should be provided regarding the meaning of the requested “storage” use.
5. The B1 Neighborhood Business District standards apply to the development, except as specifically noted in the table describing allowable variations.

6. All approvals should be subject to the approval of all wetland applications, including wetland boundary concurrence and approval of the wetland replacement plan.
7. The developer shall submit a letter explaining how the project, as proposed, meets the intended goals of a PUD and how the development will exceed City design requirements to offset the effect of (PUD) variations to required design standards.
8. Cross access easements will be needed to ensure perpetual access to Lot 1.
9. The proposed motor fuel station canopy must be setback 30' from the right-of-way lines and shall meet the design requirements of Section 11-26A-4 of the City Code. Additional details regarding the proposed fuel station canopy should be provided with the PUD application.
10. Brick and/or stone features shall be integrated into the front building façade of the motor fuel station building to meet the requirements of Title 11-26A-4 of the City Code.
11. Buildings will be required to have increased design standards as a “trade-off” for the PUD variations. The building facades visible from public rights-of-way shall incorporate detail using colors, textures, and varying material treatments to break up the facades and provide a high degree of aesthetic treatments. The predominant exterior building material for the buildings on proposed Lots 2 & 3 shall consist of brick or stone. At least 40% of the front facing façade shall consist of windows.
12. The site plan shall be revised to show 24' between the pump islands, as required by Title 11-26A-4 of the City Code.
13. The building renderings shown on the “Concept Elevation” drawing dated 11/29/17 should be revised to clearly reflect single fueling stations, or the rendering should be removed from the plans.
14. The plans shall be revised so that the required car wash stacking spaces are provided and clearly identified, and do not create any conflicts with the traffic circulation on the site.
15. The plans shall be revised to depict the required off-street loading space as required by Title 11-9-11 of the City Code.
16. The developer shall submit WB-62 and other truck turning movement templates / diagrams to ensure that there is adequate space within the site for large trucks and fuel suppliers to maneuver.
17. Future submittals should incorporate the location for a garbage dumpster which meets the requirements of Section 11-4-3 of the City Code.

18. The developer must provide calculations for the amount of proposed green space located outside of the wetland area to determine the percentage of proposed green space / landscaped area within the site.
19. The landscape plan shall be amended to remove the proposed willow trees located near the stormwater ponds, add trees in possible parking lot bump-out areas, and add flowering perennials throughout the site.
20. The lighting plan shall be amended to meet the requirements of Title 11-4-7 of the City Code; the plan submitted exceeds the allowable 1 foot-candle reading at the property line.
21. The Planning Commission is open to a reduced drainage and utility easement along the perimeter of the site if the site can be significantly enhanced in terms of design and landscaping, and it is demonstrated that the site and surrounding area can function with the reduced easement area.
22. The proposed public street access into the property shall be redesigned to address the comments of the City Engineer and Public Works Director.
23. The Planning Commission is open to considering a reduced setback for the perimeter parking lot curbing (15' standard requirement) if the site can be significantly enhanced in terms of design and landscaping.
24. The developer will be required to provide for turn-lanes into the site. Turn lanes include an east-bound right turn lane on Co Rd 2, and both a north-bound right turn lane and a south-bound left turn lane from Co Rd 91. Two possible options for design and construction of the turn lanes into the site include:
 - a. The developer may design and construct the turn lanes into the site, as required by Scott County.
 - b. The east-bound right turn lane, a north-bound right turn lane, and a south-bound left turn lane into the site could be designed and constructed in conjunction with the proposed roundabout project, with all costs associated with the turn lanes being placed in escrow with the City by the developer. The turn lane will benefit the subject property and therefore the developer/property owner should bear costs associated with the proposed turn lane. (This method would need to be approved by Scott County and would require timing coordination.)
25. The plans shall be amended to depict a 10' trail along the north and west sides of the property. The Planning Commission recommends that, if the City Council is proposing a larger trail project as part of the future roundabout project construction, the trails adjacent to the subject property be incorporated into the roundabout project, with the cost being borne by the developer. If the City Council elects not to construct

- a larger trail project with the roundabout project, the trails should be constructed by the developer at the time of development of the site.
26. The plans shall be amended to clearly depict a pedestrian route from the perimeter trail/sidewalk system into the proposed motor fuel station building.
 27. Stormwater calculations must be approved by the City Engineer and Scott County.
 28. The plans shall be amended to show the existing wetland areas and proposed stormwater ponds in outlots, to be dedicated to the City, rather than in easements as currently depicted.
 29. The developer shall contribute cash in-lieu-of park land dedication, as recommended by the Parks Commission.
 30. An emergency /rapid access system will be required on the proposed commercial buildings at the time of construction.

5. **REPORTS (Continued)**

None

6. **ADJOURNMENT**

The Work Session was adjourned at 7:39 p.m.

Commercial car washes (drive-through and self-service); provided, that:

- A. The architectural appearance and functional plan of the building and site shall not be so dissimilar to the existing buildings or areas as to cause impairment in property values or constitute a blighting influence.
- B. Magazining or stacking space is constructed to accommodate that number of vehicles which can be washed during a maximum thirty (30) minute period and shall be subject to the approval of the city engineer.
- C. At the boundaries of a residential district, a strip of not less than five feet (5') shall be landscaped and screened in compliance with section 11-5-4 and chapter 10 of this title.
- D. Parking or car magazine storage space shall be screened from view of abutting residential districts in compliance with section 11-5-4 of this title.
- E. The entire area, other than occupied by the building or plantings, shall be surfaced with material which will control dust and drainage, which is subject to the approval of the city engineer.
- F. The entire area shall have a drainage system which is subject to the approval of the city.
- G. All lighting shall be hooded and so directed that the light source is not visible from the public right of way or from an abutting residence and shall be in compliance with section 11-4-7 of this title.
- H. Vehicular access points shall be limited, shall create a minimum of conflict with through traffic movement and shall be subject to the approval of the city engineer.
- I. Provisions are made to control and reduce noise.

Motor fuel stations; provided, that:

- A. Motor Fuel Facilities: Motor fuel facilities shall be installed in accordance with state and city standards. Additionally, adequate space shall be provided to access fuel pumps and allow maneuverability around the pumps. Underground fuel storage tanks are to be positioned to allow adequate access by motor fuel transports and unloading operations which do not conflict with circulation, access and other activities on the site. Fuel pumps shall be installed on pump islands.
- B. Architectural Standards:
 - 1. As a part of the conditional use permit application, a color illustration of all building elevations shall be submitted.
 - 2. The architectural appearance, scale, and functional plan of the building(s) and canopy shall be complementary and compatible with each other and the existing buildings in the neighborhood setting.
 - 3. Exterior wall treatments such as brick, stone (natural or artificial), decorative concrete block and stucco shall be used.

- C. Canopy: A protective canopy structure may be located over the pump island(s) as an accessory structure. The canopy shall meet the following performance standards:
1. The edge of the canopy shall be thirty feet (30') or more from the front and/or side lot line; provided, that adequate visibility both on site and off site is maintained.
 2. The canopy shall not exceed eighteen feet (18') in height and shall provide fourteen feet (14') of clearance to accommodate a semitrailer truck passing underneath.
 3. The canopy fascia shall not exceed three feet (3') in vertical height.
 4. The architectural design, colors, and character of the canopy shall be consistent with the principal building on the site.
 5. Signage may be allowed on a detached canopy in lieu of wall signage on the principal structure; provided, that the individual canopy sign does not exceed more than twenty percent (20%) of the canopy facade facing a public right of way.
 6. Canopy posts/signposts shall not obstruct traffic or the safe operation of the gas pumps.
- D. Pump Islands: Pump islands shall comply with the following performance standards:
1. Pump islands shall be elevated six inches (6") above the traveled surface of the site.
 2. All pump islands shall be set at least thirty feet (30') back from any property line. Additionally, the setback between the pump islands' curb face shall be at least twenty four feet (24').
- E. **Dust Control And Drainage:** The entire site, other than taken up by a building, structure, or plantings, shall be surfaced with asphalt, concrete, cobblestone, or paving brick. Plans for surfacing and drainage shall be subject to approval of the city engineer. Drainage from all fueling areas shall be directed to an oil/grit separator. Minimum design standards for the oil/grit separator shall include the following:
1. A minimum of four hundred (400) cubic feet of permanent pool storage capacity per acre of drainage area.
 2. A minimum pool depth of four feet (4').
 3. A minimum oil containment capacity of eight hundred (800) gallons.
 4. Minimum maintenance inspection of two (2) times per year and/or after measurable spill events. A measurable spill shall be defined by the Minnesota pollution control agency (MPCA). Any measurable spill event shall be reported to the MPCA.
- F. **Landscaping:**
1. Minimum required green area shall be in accordance with the provisions of chapter 10 of this title.
 2. At the boundaries of the lot, the following landscape area shall be required:

- a. From side and rear property lines, an area of not less than ten feet (10') wide shall be landscaped in compliance with chapter 10 of this title.
 - b. From all road rights of way, an area of not less than fifteen feet (15') wide shall be landscaped in compliance with chapter 10 of this title.
 - c. Where lots abut residentially zoned property, a buffer yard of not less than twenty feet (20') wide shall be landscaped and screened in accordance with section 11-5-4 and chapter 10 of this title.
 - d. The property owner shall be responsible for maintenance of all landscaping, including within the boulevard.
- G. Exterior Lighting: The lighting shall be accomplished in such a way as to have no direct source of light visible from adjacent land in residential use or from the public right of way and shall be in compliance with section 11-4-7 of this title. A comprehensive lighting plan shall be submitted as part of the conditional use permit application, and shall be subject to the following performance standards:
1. Canopy Lighting: Canopy lighting under the canopy structure shall consist of canister spotlights recessed into the canopy. No portion of the light source or fixture may extend below the ceiling of the canopy. Total canopy illumination below the canopy shall not exceed one hundred fifteen (115) foot-candles at ground level.
 2. Illumination: Maximum site illumination shall not exceed limits set forth in section 11-4-7 of this title.
 3. Access: Vehicular access points shall create a minimum of conflict with through traffic movement and shall comply with chapter 9 of this title.
- H. Circulation And Loading: The site design shall accommodate adequate turning radius and vertical clearance for a semitrailer truck. Designated loading areas shall be exclusive of off street parking stalls and drive aisles. A site plan shall be provided to illustrate adequate turning radius, using appropriate engineering templates.
- I. Parking:
1. Parking spaces shall be calculated solely based upon the use(s) and the square footage of the principal building(s).
 2. Parking spaces shall be screened from abutting residential properties in accordance with section 11-5-4 of this title.
- J. Noise: Public address system shall not be audible at any property line. Playing of music or advertisement from the public address system is prohibited. Noise control shall be required as regulated by section 11-4-8 of this title.
- K. Outside Storage, Sales And Service: No outside storage or sales shall be allowed, except as follows:

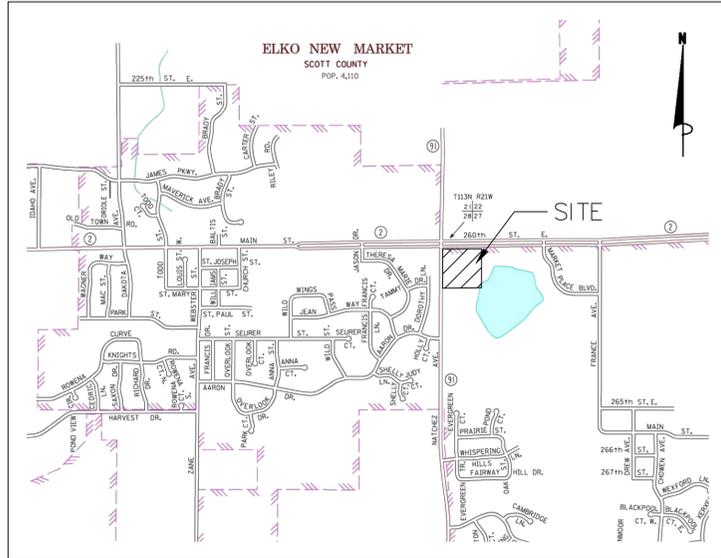
1. Public phones may be located on site as long as they do not interrupt on site traffic circulation and are not located in a yard abutting residentially zoned property.
 2. Propane sales of twenty (20) pound capacity tanks may be located outside, provided the propane tanks are secured in a locker and meet all state and city building and fire codes.
 3. A compressed air service area may be located on site as long as it does not interrupt on site traffic circulation.
- L. Litter Control: The operation shall be responsible for litter control on the subject property, which is to occur on a daily basis. Trash receptacles shall be provided at convenient locations on site to facilitate litter control.
- M. Additional Stipulations: All conditions pertaining to a specific site are subject to change when the city council, upon investigation in relation to a formal request, finds that the general welfare and public betterment can be served as well or better by modifying or expanding the conditions set forth herein.

BARSNESS 1ST ADDITION

ELKO NEW MARKET, MINNESOTA

PRELIMINARY DEVELOPMENT PLANS

FOR
WARREN BARSNESS
26836 GRAND AVENUE, ELKO, MN 55020
PHONE: (952) 461-2441

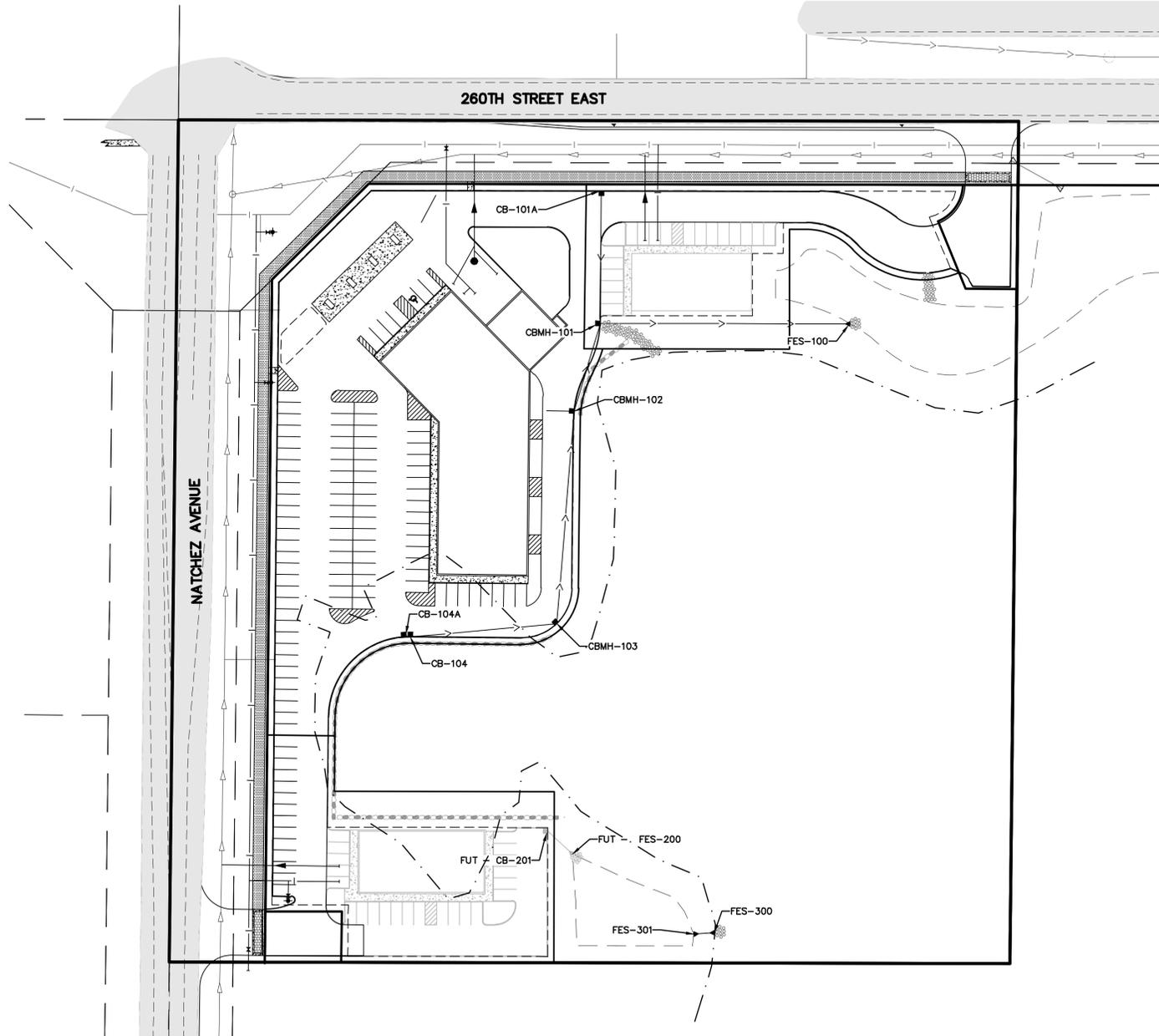


PROJECT COORDINATES

N 44° 34' 21"
W 93° 20' 16"

LOCATION MAP

NOT TO SCALE



PROJECT CONTACTS

PROJECT ENGINEER:	JOEL COOPER, P.E. - JAMES R. HILL, INC.	(952)-890-6044 (O) (612)-508-6480 (C)
DEVELOPER:	WARREN BARSNESS	(952)-461-2441 (O)
CITY ENGINEER:	RICH REVERING- CITY ENGINEER	(952)-890-0509 (O)
NPDES OFFICER:	PAUL ERDMANN - MPCA	(651)-757-2883 (O)
GENERAL CONTRACTOR REPRESENTATIVE:	TBD	(XXX)-XXX-XXXX (X)

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LEGEND

- EXISTING ASPHALT SURFACE
- EXISTING CONCRETE SURFACE
- EXISTING WETLAND
- EXISTING CURB
- EXISTING STORM SEWER
- EXISTING SANITARY SEWER
- EXISTING WATERMAIN
- EXISTING OVERHEAD UTILITY
- EXISTING UNDERGROUND FIBER OPTIC
- EXISTING GAS LINE
- EXISTING CONTOURS
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- PROPOSED HEAVY DUTY ASPHALT
- PROPOSED CONCRETE SURFACE
- PROPOSED TEMPORARY ROCK CONSTRUCTION ENTRANCE
- PROPOSED SILT FENCE
- PROPOSED HEAVY DUTY SILT FENCE
- PROPOSED CB PROTECTION -POST STORM SEWER CONSTRUCTION
- PROPOSED WIMCO-POST CONSTRUCTION

James R. Hill, Inc.
PLANNERS / ENGINEERS / SURVEYORS
2500 W. Cty. Rd. 42, Suite 120, Burnsville, MN 55337
PHONE: (952)890-6044 FAX: (952)890-6244

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.
ERIC L. EAGERBERG
Date: 08/21/17 Reg. No. 53772

BARSNESS 1ST ADDITION
ELKO NEW MARKET, MINNESOTA
TITLE SHEET
FOR
WARREN BARSNESS
26836 GRAND AVENUE, ELKO, MN 55020

DRAWN BY
EPF

DATE
08/21/17

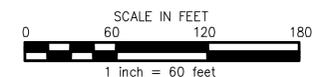
REVISIONS

10/11/17 OWNER REV.
12/29/17 INITIAL ISSUE
03/30/18 CITY COMMENTS

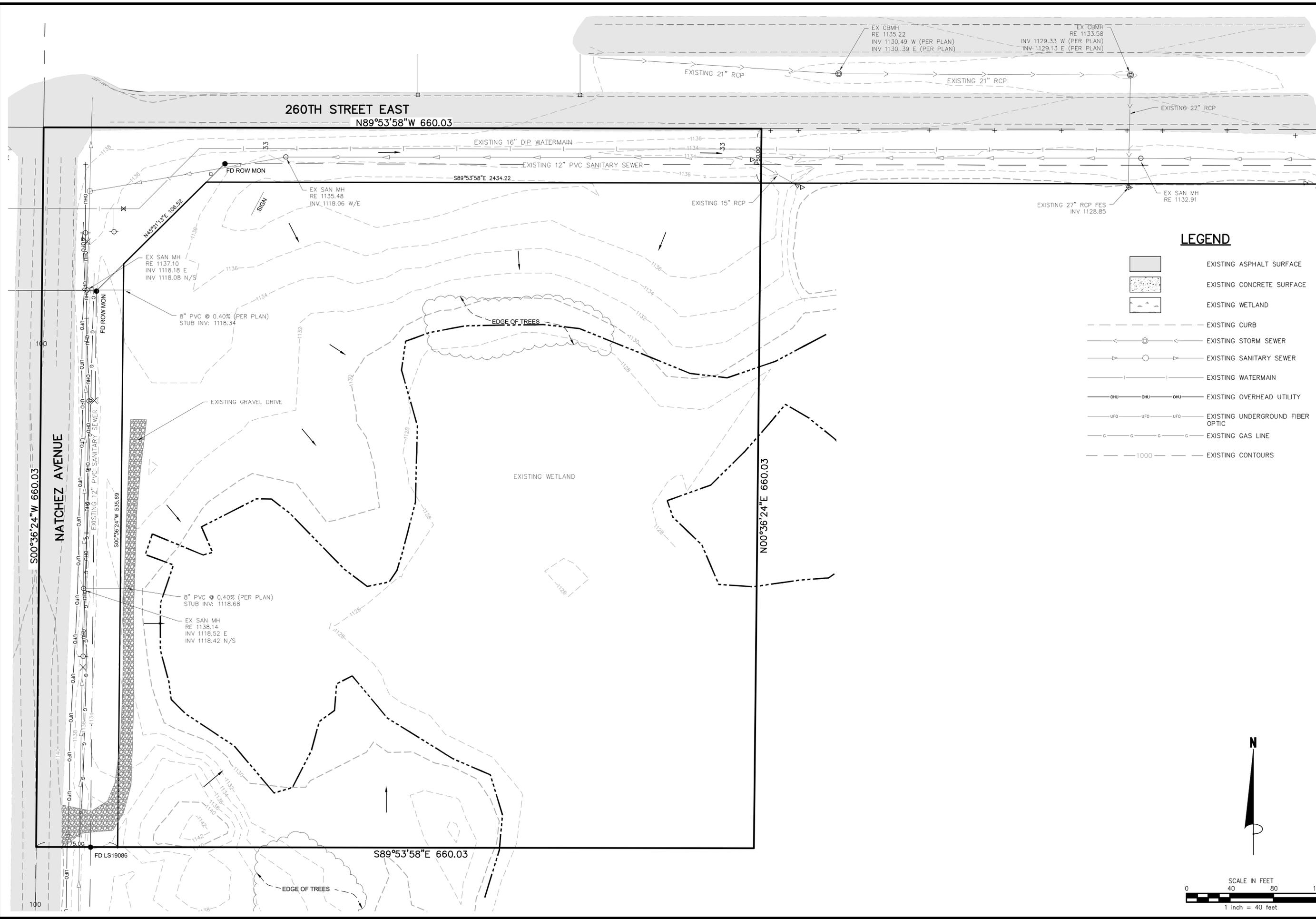
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22324-10-TS

PROJECT NO.
22324-10

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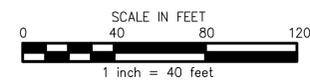


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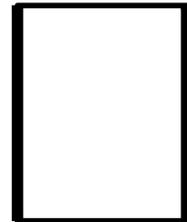


LEGEND

- EXISTING ASPHALT SURFACE
- EXISTING CONCRETE SURFACE
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- EXISTING UNDERGROUND FIBER OPTIC
- EXISTING GAS LINE
- 1000 EXISTING CONTOURS



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BARSNESS 1ST ADDITION
 ELKO NEW MARKET, MINNESOTA
EXISTING CONDITIONS
 FOR
WARREN BARSNESS
 26836 GRAND AVENUE, ELKO, MN 55020

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DATE	08/21/17
REVISIONS	
10/11/17 OWNER REV.	
12/29/17 INITIAL ISSUE	
03/30/18 CITY COMMENTS	
CAD FILE	22324-10-EXC
PROJECT NO.	22324-10
	C1.2

NPDES REQUIREMENTS

II.B. APPLICATION AND DURATION OF COVERAGE

1. Application Required.

a. The owner and operator shall submit a complete and accurate on-line application form with the appropriate fee to the MPCA for each project that disturbs one (1) or more acres of land or for a common plan of development or sole that will ultimately disturb one (1) or more acres. If the applicant is not able to apply on-line, contact the MPCA for technical assistance or a waiver.

b. For certain projects or common plans of development or sole disturbing 50 acres or more, the application must be submitted at least 30 days before the start of construction activity. This requirement pertains to projects that have a discharge point on the project that is within one mile (or a radius measurement) of, and flows to, a special water listed in Appendix A, Part B, or waters listed as impaired under section 303(d) of the federal Clean Water Act (see the MPCA's website) where the identified pollutant(s) or stressor(s) are phosphorus (nutrient eutrophication biological indicators), turbidity, dissolved oxygen, or biotic impairment (fish bioassess, aquatic plant bioassess and aquatic macroinvertebrate bioassessment). Applicants of projects listed in this part must submit a complete and accurate application form and SWPPP including all calculations for the Permanent Stormwater Management System (see Part III.A.-D.).

2. All persons meeting the definition of owner and operator are Permittees and must be listed on the application. The owner is responsible for compliance with all terms and conditions of this permit. The operator is responsible for compliance with Parts II.B, II.C, III.B-F, IV, V, and applicable construction activity requirements found in Appendix A, Part C. of this permit and is jointly responsible with the owner for compliance with those portions of the permit.

3. Permit Coverage Effective Date: The commencement of any construction activity (e.g., land disturbing activities) covered under Part I.A. of this permit is prohibited until permit coverage under this permit is effective.

a. For projects listed in Part II.B.1.a, permit coverage will become effective seven (7) calendar days after the electronic submittal date or the postmarked date of a complete application form.

b. For projects listed in Part II.B.1.b, permit coverage will become effective 30 calendar days after the electronic submittal date, the postmarked date or MPCA date stamp (whichever is first) of the complete application. For incomplete applications (e.g., lack of fees or signature) or incomplete SWPPPs (e.g., missing calculations, Best Management Practice (BMP) specifications, estimated quantities of the BMPs, or timing of BMP installation narrative), the permit becomes effective 30 calendar days after all required information is submitted.

4. Coverage Notification: Permittee(s) will be notified of coverage in a manner as determined by the Commissioner (e.g., e-mail, online notification or letter).

5. Change of Coverage: For construction projects where the owner or operator changes, (e.g., an original developer sells portions of the property to various homebuilders or sells the entire site to a new owner) the current owner and the new owner or operator shall submit a complete permit modification on a form provided by the Commissioner. The form must be submitted prior to the new owner or operator commencing construction activity on site or in no case later than 30 days after taking ownership of the property. The owner shall provide a SWPPP to the new owner and operator that specifically addresses the remaining construction activity.

II.C. TERMINATION OF COVERAGE

1. Termination of coverage when construction is complete: All Permittee(s) must submit a Notice of Termination (NOT) to the MPCA on a form provided by the Commissioner within 30 days after all activities required for Final Stabilization (see Part IV.G.) are complete. The Permittee(s)' coverage under this permit terminates at midnight on the submission date of the NOT.

2. Termination of coverage when transfer of ownership occurs: All Permittee(s) must submit a NOT on a form provided by the Commissioner within 30 days of the date of the final transfer of the entire site, including permit responsibility for roads (e.g., street sweeping) and stormwater infrastructure final clean out, or transferring portions of a site to another party. The Permittee(s)' coverage under this permit terminates at midnight on the submission date of the NOT.

3. Permittee(s) may terminate permit coverage prior to completion of all construction activity if all of the following conditions are met. After the permit is terminated under this Part, if there is any subsequent development on the remaining portions of the site where construction activity was not complete, new permit coverage must be obtained if the subsequent development itself or as part of the remaining common plan of development or sole will result in land disturbing activities of one (1) or more acres in size.

a. Construction activity has ceased for at least 90 days.

b. At least 90 percent (by area) of all originally proposed construction activity has been completed and permanent cover established on those areas.

c. On areas where construction activity is not complete, permanent cover has been established.

d. The site is in compliance with Part IV.G.2. and Part IV.G.3. and where applicable, Part IV.G.4. or Part IV.G.5.

4. Permittee(s) may terminate coverage upon approval by the MPCA if information submitted to initiate the MPCA documenting that termination is appropriate because the project is cancelled.

III.B. SWPPP AMENDMENTS

The Permittee(s) must amend the SWPPP as necessary to include additional requirements, such as additional or modified BMPs that are designed to correct problems identified or address situations whenever:

- There is a change in design, construction, operation, maintenance, weather or seasonal conditions that has a significant effect on the discharge of pollutants to surface waters or underground waters.
- Inspections or investigations by site owner or operators, USEPA or MPCA officials indicate the SWPPP is not effective in eliminating or significantly minimizing the discharge of pollutants to surface waters or underground waters or that the discharges are causing water quality standard exceedances (e.g., nuisance conditions as defined in Minn. R. 7050.0210, subp. 2).
- The SWPPP is not achieving the general objectives of minimizing pollutants in stormwater discharges associated with construction activity, or the SWPPP is not consistent with the terms and conditions of this permit.
- At any time after permit coverage is effective, the MPCA may determine that the project's stormwater discharges may cause, have reasonable potential to cause, or contribute to non-attainment of any applicable water quality standard, or that the SWPPP does not incorporate the applicable requirements in Part III.A.8., (Impaired Waters and TMDLs). If a water quality standard changes during the term of this permit, the MPCA will make a determination as to the SWPPP is necessary to address the new standard. If the MPCA makes such determination(s) or any of the determinations in Part III.B.1.-3., the MPCA will notify the Permittee(s) in writing. In response, the Permittee(s) must amend the SWPPP to address the identified concerns and submit information requested by the MPCA, which may include an individual permit application. If the MPCA's written notification requires a response, failure to respond within the specified timeframe constitutes a permit violation.

III.E. RECORD RETENTION

The SWPPP (original or copies) including, all changes to it, and inspections and maintenance records must be kept at the site during construction by the Permittee(s) who has/have operational control of that portion of the site. The SWPPP can be kept in either the field office or in an on-site vehicle during normal working hours. All owner(s) must keep the following records on file for three (3) years after submittal of the NOT as outlined in Part II.C. This does not include any records after submittal of the NOT.

1. The final SWPPP

2. Any other stormwater related permits required for the project

3. Records of all inspection and maintenance conducted during construction (Part IV.E. Inspections and Maintenance)

4. All permanent operation and maintenance agreements that have been implemented, including all right-of-way, contracts, covenants and other binding requirements regarding perpetual maintenance and

5. All required calculations for design of the temporary and permanent Stormwater Management Systems.

III.F. TRAINING REQUIREMENTS

The Permittee(s) shall ensure the following individuals identified in this part have been trained in accordance with this Permit's training requirements.

- Who must be trained:
 - Individual(s) preparing the SWPPP for the project
 - Individual(s) overseeing implementation of, revising, and amending the SWPPP and individual(s) performing inspections as required in Part IV.E. One of these individual(s) must be available for an onsite inspection within 72 hours upon request by the MPCA
 - Individual(s) performing or supervising the installation, maintenance and repair of BMPs. At least one individual on a project must be trained in these job duties.
- Training content: The content and extent of training must be commensurate with the individual's job duties and responsibilities with regard to activities covered under this permit for the project. At least one individual present on the permitted project site (or available to the project site in 72 hours) must be trained in the job duties described in Part III.F.1.b. and Part III.F.1.c.
- The Permittee(s) shall ensure that the individuals are trained by local, state, federal agencies, professional organizations, or other entities with expertise in erosion prevention, sediment control, permanent stormwater management and the Minnesota NPDES/SDS Construction Stormwater Permit. An update refresher-training must be attended every three (3) years starting three (3) years from the issuance date of this permit.

PART IV. CONSTRUCTION ACTIVITY REQUIREMENTS

IV.A. STORMWATER POLLUTION PREVENTION PLAN

The Permittee(s) must implement the SWPPP and the requirements of this part. The BMPs identified in the SWPPP and in this permit must be selected, installed, and maintained in an appropriate and functional manner that is in accordance with relevant manufacturer specifications and accepted engineering practices.

- The Permittee(s) must plan for and implement appropriate BMPs such as construction phasing, vegetative buffer strips, horizontal slope grading, inspection and maintenance of Part IV.E. and other construction practices that minimize erosion as necessary to comply with this permit and protect waters of the state. The location of areas not to be disturbed must be delineated (e.g., with flags, stakes, signs, silt fence etc.) on the project site before work begins. The Permittee(s) must minimize the need for disturbance of portions of the project that have steep slopes. For those sloped areas which must be disturbed, the Permittee(s) must use techniques such as phasing and stabilization practices designed for steep slopes (e.g., slope draining and terracing).
- The Permittee(s) must stabilize all exposed soil areas (including stockpiles). Stabilization must be initiated immediately to limit soil erosion whenever any construction activity has permanently or temporarily ceased on any portion of the site and will not resume for a period exceeding 14 calendar days. Stabilization must be completed no later than 14 calendar days after the construction activity in that portion of the site has temporarily or permanently ceased. For Public Waters that the Minnesota Department of Natural Resources has promulgated "work in water restrictions" during specified fish spawning time frames, all exposed soil areas that are within 200 feet of the water's edge, and drain to these waters must complete the stabilization activities within 24 hours during the restriction period. Temporary stockpiles without significant silt, clay or organic components (e.g., clean aggregate stockpiles, demolition concrete stockpiles, sand stockpiles) and the constructed base components of roads, parking lots and similar surfaces are exempt from this requirement but must be in compliance with Part IV.C.5.
- If using stormwater conveyance channels, the Permittee(s) must design the channels to route water around unstabilized areas on the site and to reduce erosion, unless infeasible. The Permittee(s) must use erosion controls and velocity dissipation devices such as check dams, sediment traps, riprap, or grouted riprap at outlets within and along the length of any constructed stormwater conveyance channel, and at any outlet, to provide a non-erosive flow velocity, to minimize erosion of channels and their embankments, outlets, adjacent stream banks, slopes, and downstream waters during discharge conditions.
- The Permittee(s) must stabilize the normal wetted perimeter of any temporary or permanent drainage ditch or swale that drains water from an portion of the construction site, or diverts water around the site, within 200 linear feet from the property edge, or from the point of discharge into any surface water. Stabilization of the last 200 linear feet must be completed within 24 hours after connecting to a surface water or property edge.

The Permittee(s) shall complete stabilization of the remaining portions of any temporary or permanent ditches or swales within 14 calendar days after connecting to a surface water or property edge and construction in that portion of the ditch has temporarily or permanently ceased.

Temporary or permanent ditches or swales that are being used as a sediment containment system during construction (with properly designed rock-ditch checks, bio rocks, silt dikes, etc.) do not need to be stabilized during the temporary period of its use as a sediment containment system. These areas must be stabilized within 24 hours after no longer being used as a sediment containment system. Applying mulch, hydromulch, tackifier, polyacrylamide or similar erosion prevention practices is not acceptable stabilization in any part of a temporary or permanent drainage ditch or swale.

5. Pipe outlets must be provided with temporary or permanent energy dissipation within 24 hours after connection to a surface water.

6. Unless infeasible due to lack of pervious or vegetated areas, the Permittee(s) must direct discharges from BMPs to vegetated areas of the site (including any natural buffers) in order to increase sediment removal and maximize stormwater infiltration. The Permittee(s) must use velocity dissipation devices if necessary to prevent erosion when directing stormwater to vegetated areas.

IV.C. SEDIMENT CONTROL PRACTICES

- The Permittee(s) must employ Sediment control practices as necessary to minimize sediment from entering surface waters, including curb and gutter systems and storm sewer inlets.
 - Temporary or permanent drainage ditches and sediment basins that are designed as part of a sediment containment system (e.g., ditches with rock-check dams) require sediment control practices only as appropriate for site conditions.
 - If the down gradient sediment controls are overloaded (based on frequent failure or excessive maintenance requirements), the Permittee(s) must install additional upgradient sediment control practices or redundant BMPs to eliminate the overloading, and the SWPPP must be amended to identify these additional practices as required in Part III.B.1.-3.
- Sediment control practices must be established on all down gradient perimeters and be located upgradient of any buffer zones. The perimeter sediment control practice must be in place before any upgradient land-disturbing activities begin. These practices shall remain in place until Final Stabilization has been established in accordance with Part IV.G. A floating silt curtain placed in the water is not a sediment control BMP to satisfy perimeter control requirements in this part except when working on a shoreline and below the waterline. In those cases, a floating silt curtain can be used as a perimeter control practice if the floating silt curtain is installed as close to shore as possible. Immediately after the short term construction activity (e.g. installation of rip rap along the shoreline) in that area is complete, an upland perimeter control practice must be installed if exposed soils still drain to the surface water.
- The Permittee(s) shall re-install all sediment control practices that have been adjusted or removed to accommodate short-term activities such as clearing or grubbing, or passage of vehicles, immediately after the short-term activity has been completed. The Permittee(s) shall complete any short-term activity that requires removal of sediment control practices as quickly as possible. The Permittee(s) must re-install sediment control practices before the next precipitation event even if the short-term activity is not complete.
- All storm drain inlets must be protected by appropriate BMPs during construction until all sources with potential for discharging to the inlet have been stabilized. Inlet protection may be removed for a particular inlet if a specific safety concern (street flooding/freezing) has been identified by the Permittee(s) or the jurisdictional authority (e.g., city/county/township/MDOT/engineer). The Permittee(s) must document the need for removal in the SWPPP.
- Temporary soil stockpiles must have silt fence or other effective sediment controls, and cannot be placed in any natural buffers or surface waters, including stormwater conveyances such as curb and gutter systems, or conduits and ditches unless there is a bypass in place for the stormwater.
- Where vehicle traffic leaves any part of the site (or onto paved roads within the site):
 - The Permittee(s) must install a vehicle tracking BMP to minimize the track out of sediment from the construction site. Examples of vehicle tracking BMPs include (but are not limited to) rock pads, mud mats, slash mulch, concrete or steel wheel tracks, or equivalent system.
 - The Permittee(s) must use street sweeping if any vehicle tracking BMPs are not adequate to prevent sediment from being tracked onto the street (see Part IV.E.5.d.).
- The Permittee(s) must install temporary sedimentation basins as required in Part III.C. of this permit.
- The Permittee(s) must minimize soil compaction and, unless infeasible, preserve topsoil. Minimizing soil compaction is not required where the function of a specific area of the site dictates that it be compacted.
- The Permittee(s) must preserve a 50 foot natural buffer (or if a buffer is infeasible on the site) provide redundant sediment controls when a surface water is located within 50 feet of the project's earth disturbances and stormwater flows to the surface water. Natural buffers are not required adjacent to road ditches, judicial ditches, county ditches, stormwater conveyance channels, storm drain inlets, and sediment basins. The Permittee(s) is/are not required to enhance the quality of the vegetation that already exists in the buffer or provide vegetation if none exist. However, Permittee(s) can improve the natural buffer with vegetation.
- The Permittee(s) intend to use polymers, flocculants, or other sedimentation treatment chemicals on the project site, the Permittee(s) must comply with the following minimum requirements:
 - The Permittee(s) must use conventional erosion and sediment controls prior to chemical addition to ensure effective treatment. Chemicals may only be applied where treated stormwater is directed to a sediment control system which allows for filtration or settlement of the floc prior to discharge.
 - Chemicals must be selected that are appropriately suited to the types of soils likely to be exposed during construction, and to the expected turbidity, pH, and flow rate of stormwater flowing into the chemical treatment system or area.
 - Chemicals must be used in accordance with accepted engineering practices, and with dosing specifications and sediment removal design specifications provided by the manufacturer or provider/supplier of the applicable chemicals.

IV.D. DEWATERING AND BASIN DRAINING

1. The Permittee(s) must discharge turbid or sediment-laden waters related to dewatering or basin draining (e.g., pumped discharges, trench/ditch cuts for drainage) to a temporary or permanent sedimentation basin on the project site unless infeasible. The Permittee(s) may discharge from the temporary or permanent sedimentation basins to surface waters if the basin water has been visually checked to ensure adequate treatment has been obtained in the basin and that nuisance conditions (see Minn. R. 7050.0210, subp. 2) will not result from the discharge. If the water cannot be discharged to a sedimentation basin prior to entering the surface water, it must be treated with the appropriate BMPs, such that the discharge does not adversely affect the receiving water or downstream properties. If the Permittee(s) must discharge water that contains oil or grease, the Permittee(s) must use an oil-water separator or suitable filtration device (e.g. cartridge filters, absorbent pads) prior to discharging to the water. The Permittee(s) must ensure that discharge points are 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.

2. All water from dewatering or basin-draining activities must be discharged in a manner that does not cause nuisance conditions, erosion in receiving channels or on down-slopes properties, or inundation in wetlands causing significant adverse impact to the wetland.

3. If the Permittee(s) is/are using filters with backwash water, the Permittee(s) must haul the backwash water away for disposal, return the backwash water to the beginning of the treatment process, or incorporate the backwash water into the site in a manner that does not cause erosion. The Permittee(s) may discharge backwash water to the sanitary sewer if permission is granted by the sanitary sewer authority. The Permittee(s) must replace and clean the filter media used in dewatering devices when required to retain adequate function.

IV.E. INSPECTIONS AND MAINTENANCE

1. The Permittee(s) must ensure that a trained person (as identified in Part III.A.3.a.) will routinely inspect the entire construction site at least once every seven (7) days during active construction and within 24 hours after a rainfall event greater than 0.5 inches in 24 hours. Following an inspection that occurs within 24 hours after a rainfall event, the next inspection must be conducted within seven (7) days after the rainfall event.

2. All inspections and maintenance conducted during construction must be recorded in each 24 hours in writing and these records must be retained with the SWPPP in accordance with Part III.E. Records of each inspection and maintenance activity shall include:

- Date and time of inspections
- Name of person(s) conducting inspections
- Findings of inspections, including the specific location where corrective actions are needed
- Corrective actions taken (including dates, times, and party completing maintenance activities)
- Date and amount of all rainfall events greater than 1/2 inch (0.5 inches) in 24 hours. Rainfall amounts must be obtained by a properly maintained rain gauge installed onsite, a weather station that is within 1 mile of your location or a weather reporting system that provides site specific rainfall data from radar summaries.
- If any discharge is observed to be occurring during the inspection, a record of all portions of the property from which there is a discharge must be made, and the discharge should be described (i.e., color, odor, floating, settled, or suspended solids, foam, oil sheen, and other obvious indicators of pollutants) and photographed.
- Any amendments to the SWPPP proposed as a result of the inspection must be documented as required in Part III.B. within seven (7) calendar days.

3. Inspection frequency adjustment

- Where parts of the project site have permanent cover, but work remains on other parts of the site, the Permittee(s) may reduce inspections of the areas with permanent cover to once per month.
- Where construction activities have ceased on all enclosed and paved areas and no construction activity is occurring anywhere on the site, the site must be inspected during non-frozen ground conditions at least once per year for a period of twelve (12) months. Following the twelfth month of permanent cover and no construction activity, inspections may be terminated until construction activity is once again initiated unless the Permittee(s) is/are notified in writing by the MPCA that erosion issues have been detected at the site and inspectors need to resume.
- Where work has been suspended due to frozen ground conditions, the inspections may be suspended. The required inspections and maintenance schedule must begin within 24 hours after runoff occurs at the site or 24 hours prior to resuming construction, whichever comes first.

4. The Permittee(s) is/are responsible for the inspection and maintenance of temporary and permanent water quality management BMPs, as well as all erosion prevention and sediment control BMPs, until another Permittee has obtained coverage under this Permit according to Part II.B.5. or the project has undergone Final Stabilization, and an NOT has been submitted to the MPCA.

5. The Permittee(s) must inspect all erosion prevention and sediment control BMPs and Pollution Prevention Management Measures to ensure integrity and effectiveness during all routine and special event inspections. All nonfunctional BMPs must be repaired, replaced, or supplemented with functional BMPs by the end of the next business day after discovery, or as soon as field conditions allow access unless another time frame is specified below. The Permittee(s) must investigate and comply with the following inspection and maintenance requirements:

- All perimeter control devices must be repaired, replaced, or supplemented when they become nonfunctional or the sediment reaches one-half (1/2) of the height of the device. These repairs must be made by the end of the next business day after discovery, or thereafter as soon as field conditions allow access.
- Temporary and permanent sedimentation basins must be drained and the sediment removed when the depth of sediment collected in the basin reaches one-half (1/2) the storage volume. Drainage and removal must be completed within 72 hours of discovery, or as soon as field conditions allow access (see Part IV.D.1.).
- Surface waters, including drainage ditches and conveyance systems, must be inspected for evidence of erosion and sediment deposition during each inspection. The Permittee(s) must remove all deltas and sediment deposited in surface waters, including drainage ways, catch basins, and other drainage systems, and restabilize the areas where sediment removal results in exposed soil. The removal and stabilization must take place within seven (7) days of discovery unless precluded by legal, regulatory, or physical access constraints. The Permittee(s) shall use all reasonable efforts to obtain access. If precluded, removal and stabilization must take place within seven (7) calendar days of obtaining access. The Permittee(s) is/are responsible for contacting all local, regional, state and federal authorities and receiving any applicable permits, prior to conducting any work in surface waters.
- Construction site vehicle exit locations must be inspected for evidence of off-site sediment tracking onto paved surfaces. Tracked sediment must be removed from all paved surfaces both on and off site within 24 hours of discovery, if applicable, within a shorter time to comply with Part IV.C.6.
- Streets and other areas adjacent to the project must be inspected for evidence of off-site accumulations of sediment. If sediment is present in a manner and at a frequency sufficient to minimize off-site impacts (e.g., fugitive sediment in streets could be washed into storm sewers by the next rain and/or pose a safety hazard to users of public streets).

6. All infiltration areas must be inspected to ensure that no sediment from ongoing construction activity is reaching the infiltration area. All infiltration areas must be inspected to ensure that equipment is not being driven across the infiltration area.

IV.F. POLLUTION PREVENTION MANAGEMENT MEASURES

The Permittee(s) shall implement the following pollution prevention management measures on the site:

- Storage, Handling, and Disposal of Construction Products, Materials, and Wastes: The Permittee(s) shall comply with the following to minimize the exposure to stormwater of any of the products, materials, or wastes. Products or wastes which are either not a source of contamination to stormwater or are designed to be exposed to stormwater are not held to this requirement:
 - Building products that have the potential to leach pollutants must be under cover (e.g., plastic sheeting or temporary roofs) to prevent the discharge of pollutants or protected by a similarly effective means designed to minimize contact with stormwater.
 - Pesticides, herbicides, insecticides, fertilizers, treatment chemicals, and landscape materials must be under cover (e.g., plastic sheeting or temporary roofs) to prevent the discharge of pollutants or protected by similarly effective means designed to minimize contact with stormwater.
 - Hazardous materials, toxic waste, (including oil, diesel fuel, gasoline, hydraulic fluids, paint solvents, petroleum-based products, wood preservatives, additives, curing compounds, and acids) must be properly stored in sealed containers to prevent spills, leaks or other discharge. Restricted access storage areas must be provided to prevent vandalism. Storage and disposal of hazardous waste or hazardous materials must be in compliance with Minn. R. ch. 7045 including secondary containment as applicable.
 - Solid waste must be stored, collected and disposed of properly in compliance with Minn. R. ch. 7035.
 - Portable toilets must be positioned so that they are secure and will not be tipped or knocked over. Sanitary waste must be disposed of properly in accordance with Minn. R. ch. 7041.
- Fueling and Maintenance of Equipment or Vehicles; Spill Prevention and Response: The Permittee(s) shall take reasonable steps to prevent the discharge of spilled or leaking chemicals, including fuel, from any area where chemicals or fuel will be loaded or unloaded including the use of drip pans or absorbents unless infeasible. The Permittee(s) must keep fueling in a contained area unless infeasible. The Permittee(s) must ensure adequate supplies are available at all times to clean up discharged materials and that an appropriate disposal method is available for recovered spilled materials. The Permittee(s) must report and clean up spills immediately as required by Minn. Stat. § 115.061, using dry clean up measures where possible.
- Vehicle and equipment washing: If the Permittee(s) wash the exterior of vehicles or equipment on the project site, washing must be limited to a defined area of the site. Runoff from the washing area must be contained in a sediment basin or other similarly effective controls and waste from the washing activity must be properly disposed of. The Permittee(s) must properly use and store soaps, detergents, or solvents. No engine degreasing is allowed on site.
- Concrete and other washouts waste: The Permittee(s) must provide effective containment for all liquid and solid wastes generated by washout operations (concrete, stucco, paint, form release oils, curing compounds and other construction materials) related to the construction activity. The liquid and solid washout wastes must not contact the ground, and the containment must be designed so that it does not result in runoff from the washout operations or areas. Liquid and solid wastes must be disposed of properly and in compliance with MPCA rules. A sign must be installed adjacent to each washout facility that requires site personnel to utilize the proper facilities for disposal of concrete and other washout wastes.

IV.G. FINAL STABILIZATION

The Permittee(s) must ensure Final Stabilization of the site. Final Stabilization is not complete until all requirements of Parts IV.G.1-5. are complete:

- All soil disturbing activities at the site have been completed and all soils are stabilized by a uniform perennial vegetative cover with a density of 70 percent of its expected final growth density over the entire pervious surface area, or other equivalent means necessary to prevent soil failure under erosive conditions.
- The permanent stormwater management system is constructed, meets all requirements in Part III.D. and is operating as designed. Temporary or permanent sedimentation basins that are to be used as permanent water quality management basins have been cleaned of any accumulated sediment. All sediment has been removed from conveyance systems and ditches are stabilized with permanent cover.
- All temporary synthetic and structural erosion prevention and sediment control BMPs (such as silt fence) have been removed on the portions of the site for which the Permittee(s) is/are responsible. BMPs designed to decompose on site (such as some compost logs) may be left in place.
- For residential construction only, individual lots are considered finally stabilized if the structure(s) are finished and temporary erosion protection and downgradient perimeter control has been completed and the residence has been sold to the homeowner. Additionally, the Permittee has distributed the MPCA's "Homeowner Fact Sheet" to the homeowner to inform the homeowner of the need for, and benefits of, permanent cover.
- For construction projects on agricultural land (e.g., pipelines across crop, field pasture or range land) the disturbed land has been returned to its preconstruction agricultural use.

DEVELOPMENT SUMMARY

BARNESS 1ST ADDITION - ELKO NEW MARKET, MN

TYPE OF PROJECT : Commercial Construction

TYPE OF WORK : Mass Grading, Utility and Street Construction, Paving.

TOTAL PLATTED AREA : 10.00 AC

TOTAL DISTURBED AREA : 4.12 AC

EXISTING IMPERVIOUS AREA : 0.00 AC

PROPOSED (DESIGN) IMPERVIOUS AREA : 2.52 AC

SPECIAL WATERS : There are no special or impaired waters within one mile of the site.

CONSTRUCTION PHASING

The project is expected to be constructed in a single phase, within one construction season. Mass grading is anticipated to be completed within 3 weeks from commencement of work. Utility and street construction is anticipated to be completed within 6 weeks from commencement of work.

Upon completion of grading the streets to the sub-grade elevation, the contractor may utilize the street subsoil to construct temporary sediment traps at strategic drainage capture points.

POTENTIAL FOR EROSION AND DISCHARGE OF SEDIMENT

As the site will be stripped of topsoil and vegetation for a period of several weeks during construction, the potential for erosion will increase. The proposed stormwater basins and street subsoil will serve as temporary sediment basins during construction.

The risk of discharge of sediment off of the site is moderate, due to the grade orientation and design. This can be controlled by heavy duty silt fence, buffer strips, erosion control blanket, and temporary sediment basins.

Contractor will be required to manage completion of 3:1 slopes such that soil exposure is minimized. After excavation and embankments are completed, slopes shall be re-spread with topsoil, the slope grades certified, and erosion blanket installed as per the plan. Contractor shall coordinate these steps to be carried out in a timely manner.

EROSION CONTROL BMPs

- The construction plans anticipate the use of, but are not limited to, the following Erosion Control BMPs:
- Perimeter delineation to minimize disturbed areas
 - Temporary Rock Construction Entrance
 - Temporary straw mulch as needed
 - Seed and mulch/soil
 - Erosion Control Blanket
 - Minimize active or disturbed work areas
 - Turf reinforcement mat (TRM)
 - Horizontal slope grading

SEDIMENT CONTROL BMPs

- The construction plans anticipate the use of, but are not limited to, the following Sediment Control BMPs:
- Sediment traps constructed in street subsoil
 - Silt Fence at project perimeter or toe of slopes
 - Inlet protection on existing catch basins
 - Inlet protection on existing culverts
 - Inlet protection after utility construction
 - Linear control along back of new curb and gutter (bioturf or silt fence)
 - Routine street sweeping adjacent to construction entrance
 - Ditch checks

Refer to plans for designated locations of BMPs, details and implementation notes.

BASIN AND TRAP DEWATERING BMPs

Should the need arise for basin or trap dewatering, contractor shall utilize a floating skimmer pump intake, such that the water is drawn from the surface of the basin. Pumped effluent shall not be discharged into Surface Waters in a turbid state. Turbid effluent shall be filtered with mechanical devices, chemical filtering, or a combination thereof, to a state of 50 NTUs or less.

STABILIZATION BMPs

- The construction plans anticipate the use of, but are not limited to, the following Stabilization BMPs:
- After lot pads are grade certified, permanent seed and mulch can be applied, generally from the front of the building pad, extending to the rear of the lot (areas where no further utility construction is anticipated)
 - After 3:1 slopes on lots are certified, permanent seed and erosion control blanket can be applied
 - Rip rap at pipe outfalls
 - Permanent seed and erosion control blanket on basin slopes after grade certified.
 - After curbs are backfilled, apply permanent seed and mulch to remaining building pads and boulevard area not already stabilized
 - Sod placement, as appropriate

POLLUTION CONTROL BMPs

- Fueling: A fixed fueling station is not anticipated. Contractor will be required to implement BMPs for onsite re-fueling of equipment.
- Concrete Washout: A suggested washout area will be specified on the plan. The developer has the ability to adjust location or to provide alternative washout containment.
- There is not an anticipated need for storing chemicals, paints, solvents or other potentially toxic or hazardous materials on site.

SEED & MULCH SPECIFICATIONS

Seed placed for permanent cover or final stabilization requires 6" minimum topsoil cover. Exception: Infiltration/Filtration basins - see basin details for soil type). Multiple site visits will be required to accommodate permanent or temporary stabilization as required during the phases of construction.

- (1) General Seed & Mulch
- Seed: MNDOT 25-141 at a rate of 59 lb/acre
 - Fertilizer: Type 3 slow release 10-10-10 at a rate of 200 lb/acre
 - Mulch: MNDOT Type 1 at a rate of 2 tons/acre
- (2) Upland Buffer
- Seed: MNDOT 33-261 at a rate of 35 lb/acre
 - Fertilizer: Type 3 slow release 10-10-10 at a rate of 200 lb/acre
 - Mulch: MNDOT Type 3 at a rate of 2 tons/acre
- (3) Temporary Cover Crop (Ponding/Filtration/Adjacent Slope Areas)
- Seed: MNDOT 21-112 at a rate of 100 lb/acre
 - Fertilizer: Type 3 slow release 10-10-10 at a rate of 200 lb/acre
 - Mulch: MNDOT Type 3 at a rate of 2 tons/acre

INSPECTION AND MAINTENANCE OF BMPs

- Routine Inspection
- Rock Entrance - Inspect weekly. If rock becomes filled with sediment and tracked material to the extent the purpose ceases to function, remove the contaminated rock and replace with new rock.
 - Silt fence - Inspect weekly, particularly for damaged sections, breaches, down-gradient areas, flow concentration points, scour areas and sections adjacent to sensitive areas. Where capacity is filled to more than 50% of depth, sediment shall be removed to restore capture capacity.
 - Sediment traps and basins - Inspect weekly. Where capacity is filled to more than 50% of depth, sediment shall be removed to restore capture capacity within 72 hours of discovery.
 - Inlet Protection - Inspect weekly or more frequently as needed after multiple rainfalls less than 0.5". Verify intake capacity is not compromised. Where capacity is filled to more than 50% of depth, sediment shall be removed to restore capture capacity.
 - Inspect other site specific BMPs on a weekly basis minimum.

Rain Event Inspection - Mandatory, within 24 hours after a rain event 0.5" or greater. Complete all items associated with Routine Inspection. Furthermore, inspect site for breaches, failures, scours and gullying. Take corrective actions as necessary to restore functionality to the BMPs. If a given situation is discovered to be prone to repetitive failure, advise the Engineer and Contractor for SWPPP and BMP amendments.

ADDITIONAL SWPPP NOTES

- All Erosion and Sediment Control facilities shall be maintained by the contractor during the construction operations. Any temporary facilities which are to be removed as called for on these plans and specifications shall be removed by the contractor at the time directed by the engineer. The contractor shall then restore the subsequently disturbed areas in accordance with these plans and specifications.
- Wherever practical and feasible, the contractor shall protect and preserve existing natural trees, grass and other vegetative cover in effort to provide natural buffering and filtering of runoff.
- Contractor shall be adaptable in adjusting construction schedules in anticipation of weather forecasts of precipitation, in order to minimize risk of erosion and sediment transport.
- It is the responsibility of the contractor to keep public streets, travel ways, parking lots and trails utilized for ingress to and egress from the construction site free of dirt, sediment and debris, resulting from construction activity. Cost for this shall be considered incidental to the contract.
- Adequate control of dust shall be maintained by the contractor. Cost for dust control shall be considered incidental to the contract.
- Perimeter controls shall not be removed until final stabilization of areas draining toward the control devices.
- When temperatures do not exceed 40 degrees F, areas that require seed and mulch stabilization shall be dormant seeded. Application rate shall be two times the normal rate. No dormant seeding shall be done on ice or snow greater than 2" in depth.
- Any areas that were seeded that do not achieve 70% coverage shall be reseeded at the contractor's expense, where coverage limitation is caused by lack of seed germination and growth.

MPCA STORMWATER PERMIT - RESPONSIBILITY

The Contractor will be required to become the Permittee for the project, until final stabilization and transfer of responsibility is completed. Transfer of responsibility shall be completed with the Permit Modification Form.

OWNER:

Warren Barsness - (952)-461-2441

PERMITTEE:

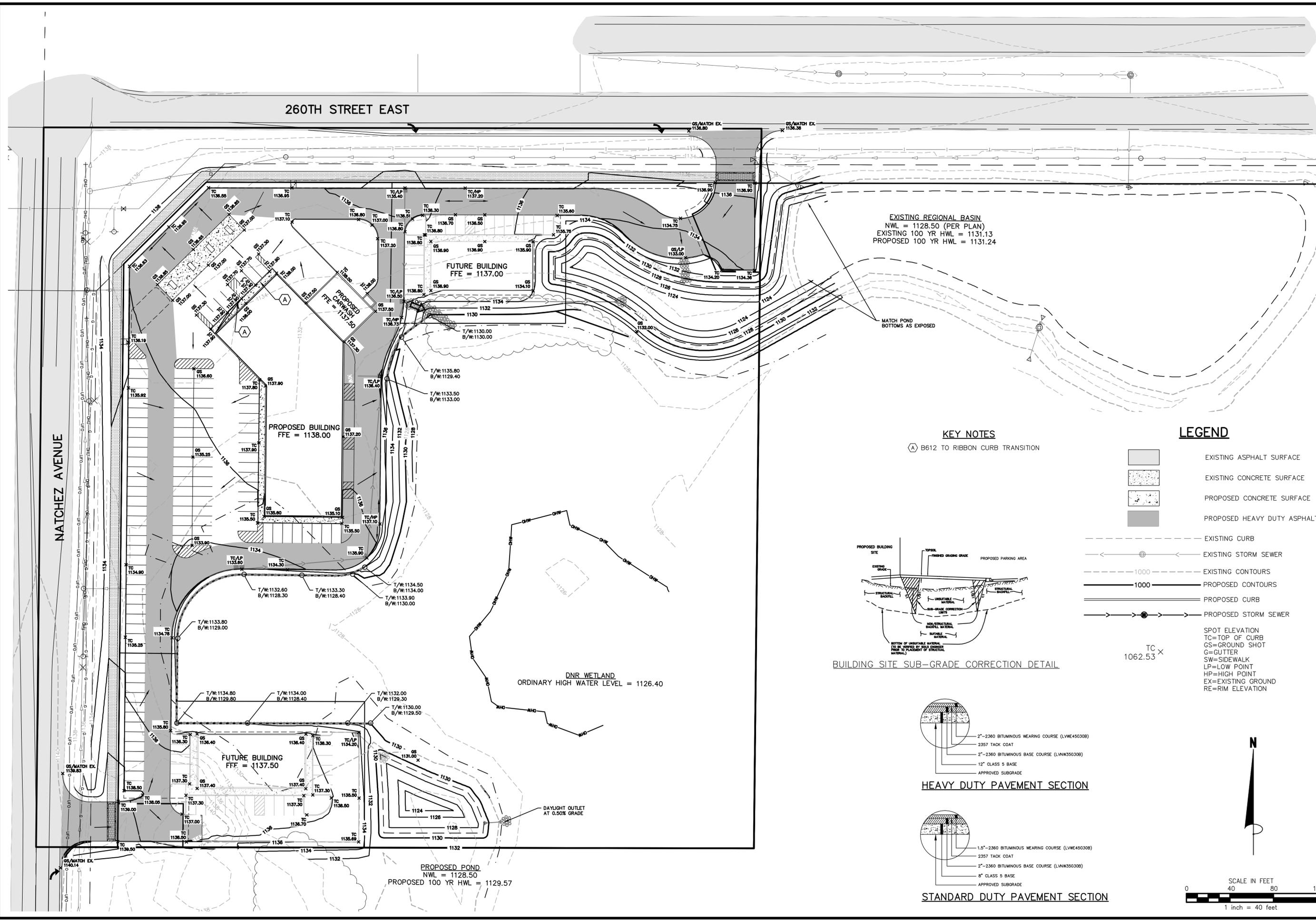
TBD

OPERATOR:

TBD

###

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EXISTING REGIONAL BASIN
 NWL = 1128.50 (PER PLAN)
 EXISTING 100 YR HWL = 1131.13
 PROPOSED 100 YR HWL = 1131.24

FUTURE BUILDING
 FFE = 1137.00

PROPOSED BUILDING
 FFE = 1138.00

FUTURE BUILDING
 FFE = 1137.50

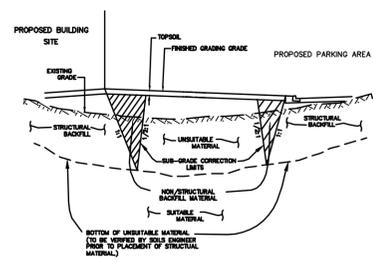
PROPOSED POND
 NWL = 1128.50
 PROPOSED 100 YR HWL = 1129.57

DNR WETLAND
 ORDINARY HIGH WATER LEVEL = 1126.40

MATCH POND
 BOTTOMS AS EXPOSED

KEY NOTES
 (A) B612 TO RIBBON CURB TRANSITION

- LEGEND**
- EXISTING ASPHALT SURFACE
 - EXISTING CONCRETE SURFACE
 - PROPOSED CONCRETE SURFACE
 - PROPOSED HEAVY DUTY ASPHALT
 - EXISTING CURB
 - EXISTING STORM SEWER
 - EXISTING CONTOURS
 - PROPOSED CONTOURS
 - PROPOSED CURB
 - PROPOSED STORM SEWER
 - SPOT ELEVATION
 - TC=TOP OF CURB
 - GS=GROUND SHOT
 - G=GUTTER
 - SW=SIDEWALK
 - LP=LOW POINT
 - HP=HIGH POINT
 - EX=EXISTING GROUND
 - RE=RIM ELEVATION



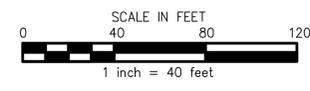
BUILDING SITE SUB-GRADE CORRECTION DETAIL



HEAVY DUTY PAVEMENT SECTION



STANDARD DUTY PAVEMENT SECTION

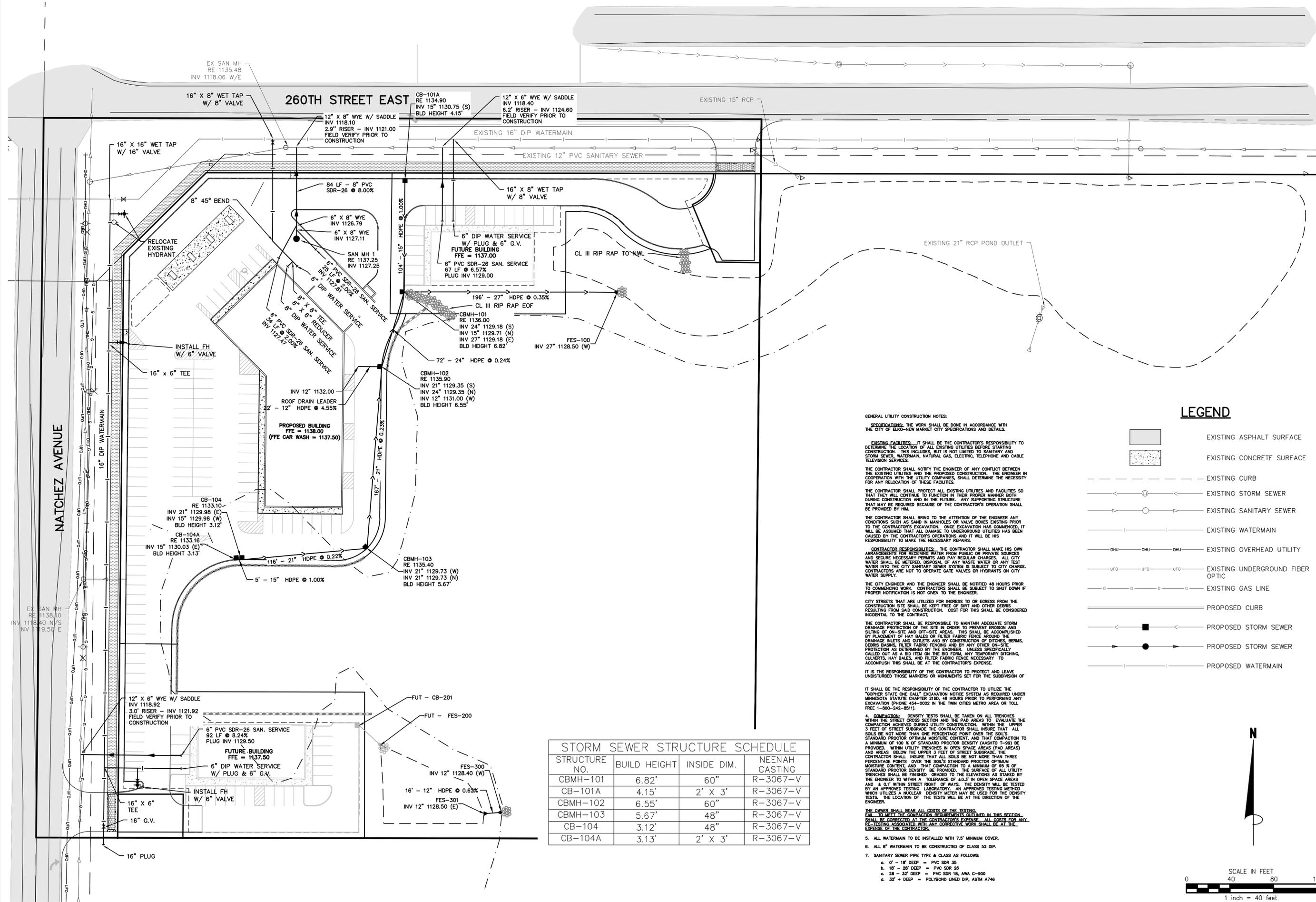


James R. Hill, Inc.
 PLANNERS / ENGINEERS / SURVEYORS
 2500 W. Cty. Rd. 42, Suite 120, Burnsville, MN 55337
 PHONE: (952)890-6044 FAX: (952)890-6244

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.
 ERIC L. EAGERBERG
 Date: 08/21/17 Reg. No. 53772

BARSNESS 1ST ADDITION
 ELKO NEW MARKET, MINNESOTA
PRELIMINARY GRADING & DRAINAGE PLAN
 FOR
WARREN BARSNESS
 26836 GRAND AVENUE, ELKO, MN 55020

DRAWN BY	EPF
DATE	08/21/17
REVISIONS	
	10/11/17 OWNER REV.
	12/29/17 INITIAL ISSUE
	03/30/18 CITY COMMENTS
CAD FILE	22324-10-G
PROJECT NO.	22324-10
	C3.2



STORM SEWER STRUCTURE SCHEDULE

STRUCTURE NO.	BUILD HEIGHT	INSIDE DIM.	NEENAH CASTING
CBMH-101	6.82'	60"	R-3067-V
CB-101A	4.15'	2' X 3'	R-3067-V
CBMH-102	6.55'	60"	R-3067-V
CBMH-103	5.67'	48"	R-3067-V
CB-104	3.12'	48"	R-3067-V
CB-104A	3.13'	2' X 3'	R-3067-V

GENERAL UTILITY CONSTRUCTION NOTES:

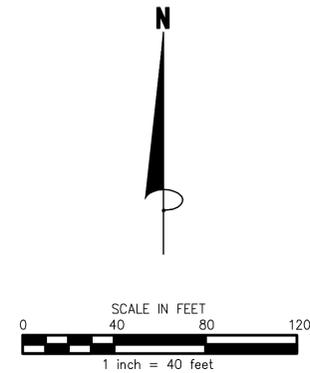
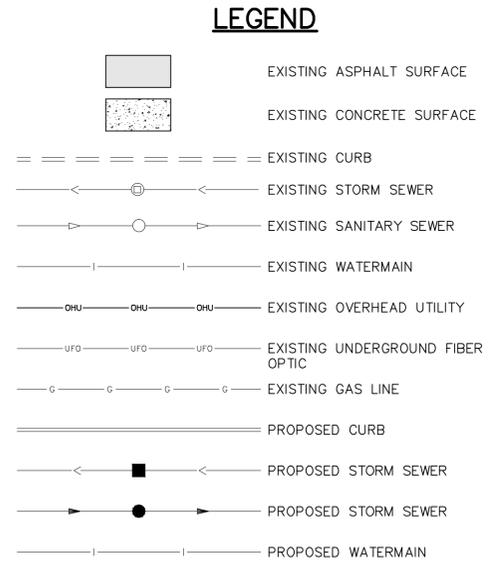
SPECIFICATIONS: THE WORK SHALL BE DONE IN ACCORDANCE WITH THE CITY OF ELKO-NEW MARKET CITY SPECIFICATIONS AND DETAILS.

EXISTING FACILITIES: IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO DETERMINE THE LOCATION OF ALL EXISTING UTILITIES BEFORE STARTING CONSTRUCTION. THIS INCLUDES, BUT IS NOT LIMITED TO SANITARY AND STORM SEWER, WATERMAIN, NATURAL GAS, ELECTRIC, TELEPHONE AND CABLE TELEVISION SERVICES.

CONTRACTOR RESPONSIBILITIES: THE CONTRACTOR SHALL MAKE HIS OWN ARRANGEMENTS FOR RECEIVING WATER FROM PUBLIC OR PRIVATE SOURCES AND SECURE NECESSARY PERMITS AND PAY REGULAR CHARGES. ALL CITY WATER SHALL BE METERED. DISPOSAL OF ANY WASTE WATER OR ANY TEST WATER INTO THE CITY SANITARY SEWER SYSTEM IS SUBJECT TO CITY CHARGE. CONTRACTORS ARE NOT TO OPERATE GATE VALVES OR HYDRANTS ON CITY WATER SUPPLY.

CITY STREETS THAT ARE UTILIZED FOR INGRESS TO OR EGRESS FROM THE CONSTRUCTION SITE SHALL BE KEPT FREE OF DIRT AND OTHER DEBRIS RESULTING FROM SAID CONSTRUCTION. COST FOR THIS SHALL BE CONSIDERED INCIDENTAL TO THE CONTRACT.

IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO PROTECT AND LEAVE UNDISTURBED THOSE MARKERS OR MONUMENTS SET FOR THE SUBDIVISION OF



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 PLANNERS / ENGINEERS / SURVEYORS
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 ELKO NEW MARKET, MINNESOTA
PRELIMINARY UTILITY PLAN
 FOR
WARREN BARSNESS
 26836 GRAND AVENUE, ELKO, MN 55020

DRAWN BY
EPF

DATE
08/21/17

REVISIONS

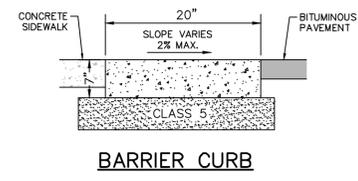
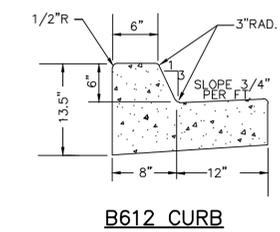
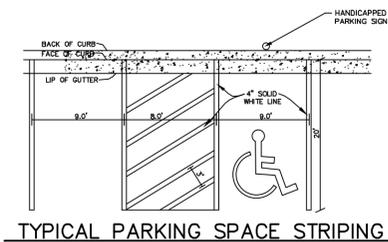
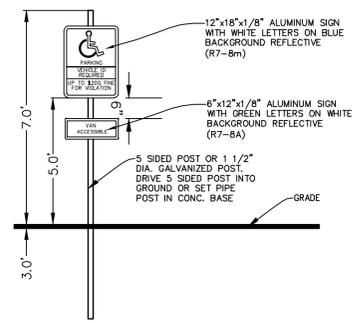
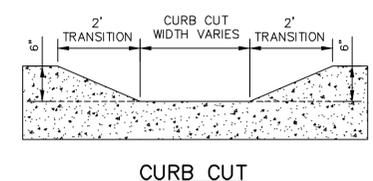
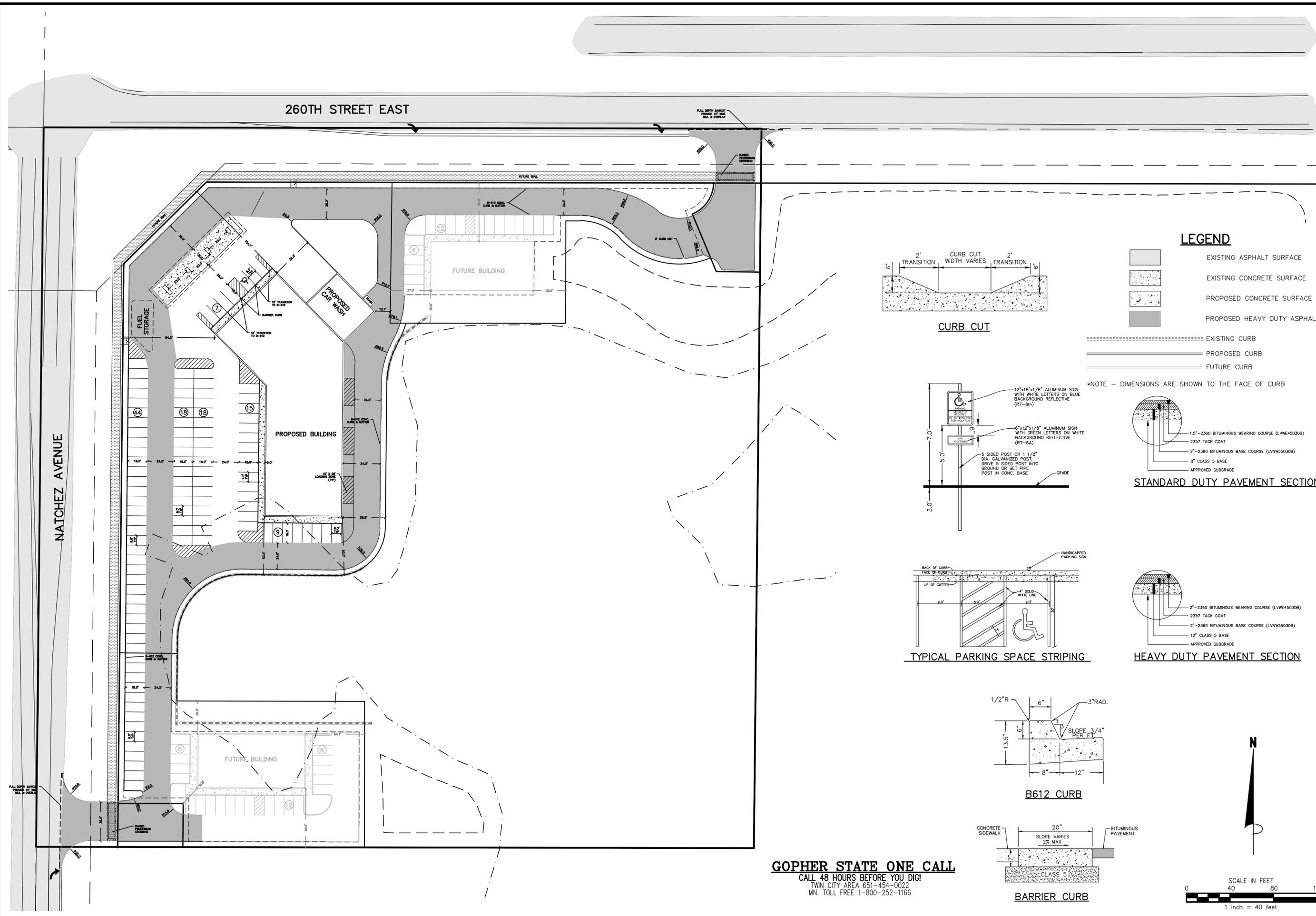
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12/29/17	INITIAL ISSUE
03/30/18	CITY COMMENTS

CAD FILE
22324-10-U

PROJECT NO.
22324-10

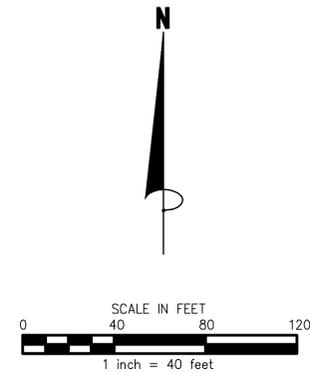
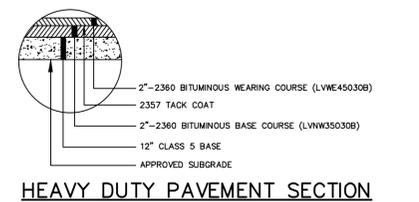
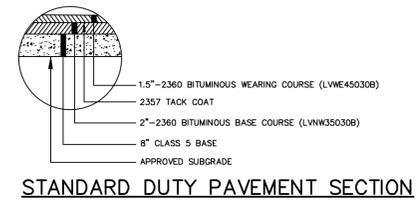
C4.1

22324-10-PAV.dwg - 4/06/2018 02:55PM



- LEGEND**
- EXISTING ASPHALT SURFACE
 - EXISTING CONCRETE SURFACE
 - PROPOSED CONCRETE SURFACE
 - PROPOSED HEAVY DUTY ASPHALT
 - EXISTING CURB
 - PROPOSED CURB
 - FUTURE CURB

*NOTE - DIMENSIONS ARE SHOWN TO THE FACE OF CURB



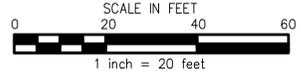
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TWIN CITY AREA 651-454-0022
MN. TOLL FREE 1-800-252-1166

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Date: 08/21/17 Reg. No. 53772

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ELKO NEW MARKET, MINNESOTA
PRELIM. PAVING & DIMENSIONAL PLAN
FOR
WARREN BARSNESS
26836 GRAND AVENUE, ELKO, MN 55020

DRAWN BY	EPF
DATE	08/21/17
REVISIONS	
10/11/17	OWNER REV.
12/29/17	INITIAL ISSUE
03/30/18	CITY COMMENTS
04/03/18	REV. PUMP ISLANDS
04/06/18	CITY COMMENTS
CAD FILE	22324-10-PAV
PROJECT NO.	22324-10
	C5.1



R3-7
(R, L, ALL
TRAFFIC)

RIGHT LANE
MUST
TURN RIGHT

Black on
White

30 x 30
36 x 36

CR-SL
CR-ML

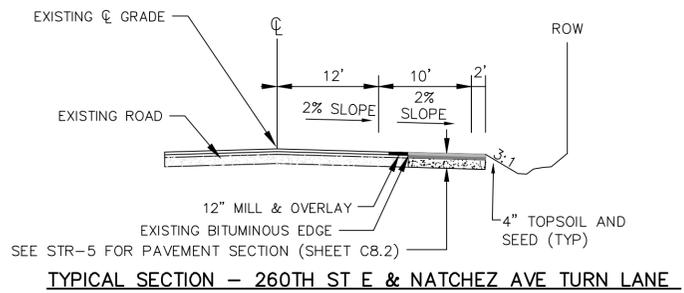
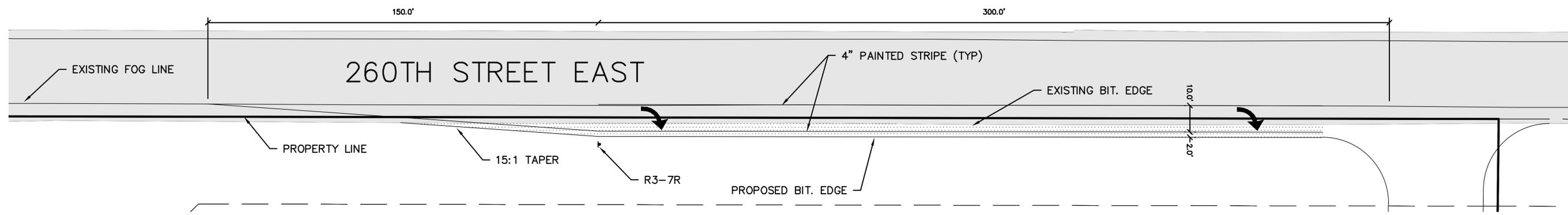
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LEGEND

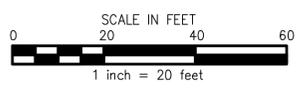
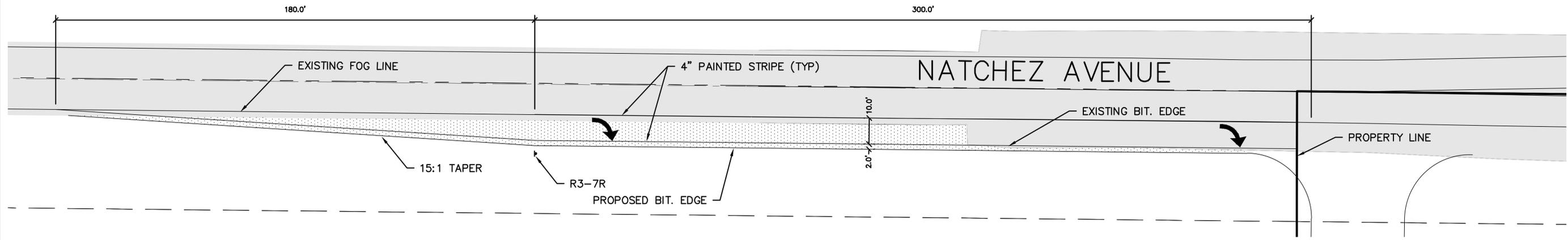
-  EXISTING ASPHALT SURFACE
-  EXISTING CONCRETE SURFACE
-  PROPOSED CONCRETE SURFACE
-  PROPOSED ASPHALT
-  EXISTING CURB
-  PROPOSED CURB
-  FUTURE CURB

*NOTE - DIMENSIONS ARE SHOWN TO THE FACE OF CURB

CSAH 2 (260TH ST E) TURN LANE DIMENSIONS



CO. HWY. 91 (NATCHEZ AVENUE) TURN LANE DIMENSIONS



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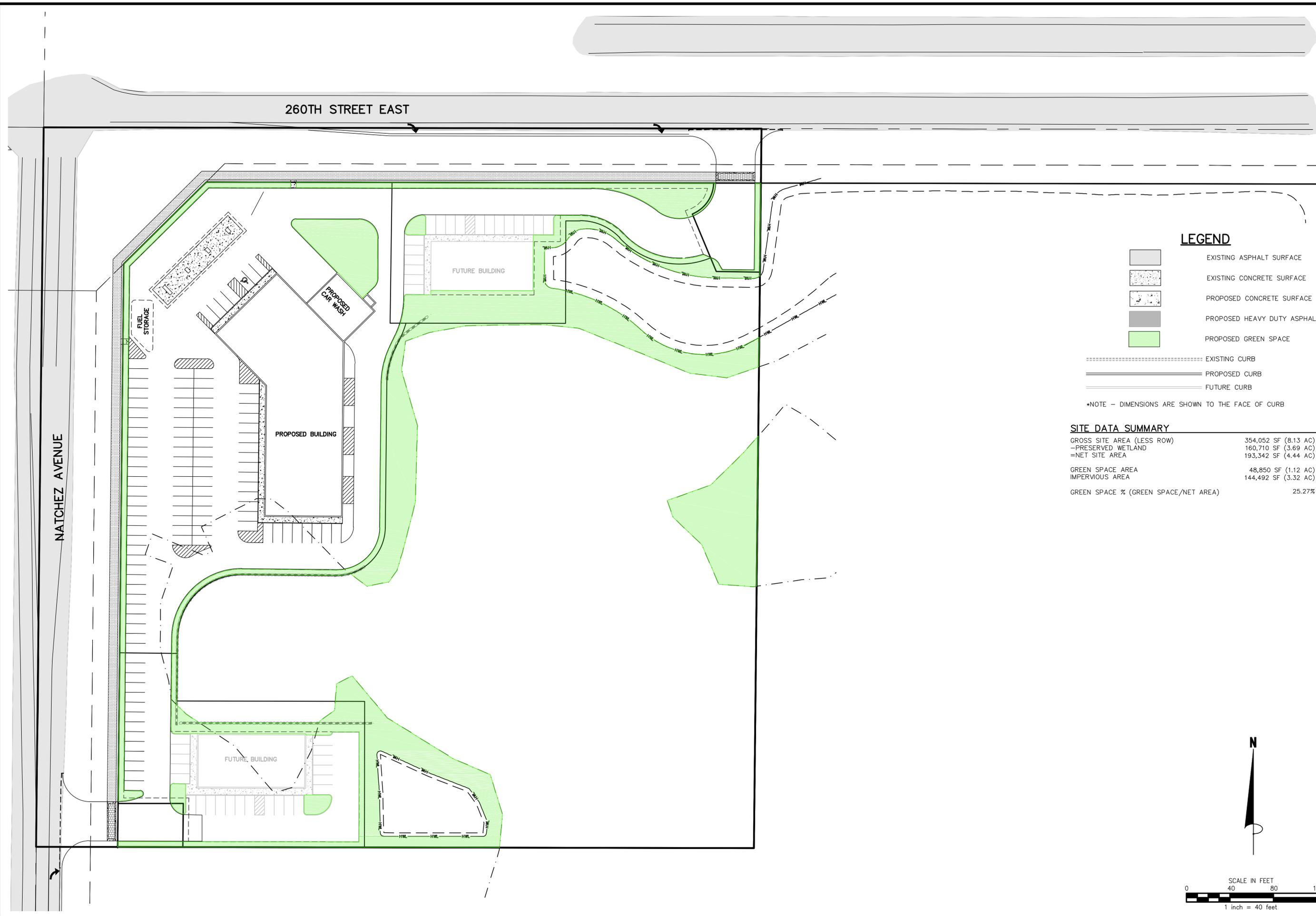
BARSNESS 1ST ADDITION
ELKO NEW MARKET, MINNESOTA
PRELIM. TURN LANE PLAN
FOR
WARREN BARSNESS
26836 GRAND AVENUE, ELKO, MN 55020

DRAWN BY	EPF
DATE	08/21/17
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10/11/17 OWNER REV.	
12/29/17 INITIAL ISSUE	
03/30/18 CITY COMMENTS	
CAD FILE	2324-10-TURNLAN
PROJECT NO.	22324-10
C5.2	

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MN. TOLL FREE 1-800-252-1166

22324-10-TURNLANE.dwg - 3/30/2018 01:15PM

22324-10-GREEN.dwg -- 4/06/2018 03:01PM



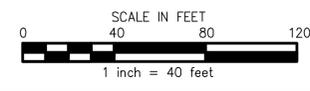
LEGEND

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-  EXISTING CONCRETE SURFACE
-  PROPOSED CONCRETE SURFACE
-  PROPOSED HEAVY DUTY ASPHALT
-  PROPOSED GREEN SPACE
-  EXISTING CURB
-  PROPOSED CURB
-  FUTURE CURB

*NOTE - DIMENSIONS ARE SHOWN TO THE FACE OF CURB

SITE DATA SUMMARY

GROSS SITE AREA (LESS ROW)	354,052 SF (8.13 AC)
-PRESERVED WETLAND	160,710 SF (3.69 AC)
=NET SITE AREA	193,342 SF (4.44 AC)
GREEN SPACE AREA	48,850 SF (1.12 AC)
IMPERVIOUS AREA	144,492 SF (3.32 AC)
GREEN SPACE % (GREEN SPACE/NET AREA)	25.27%

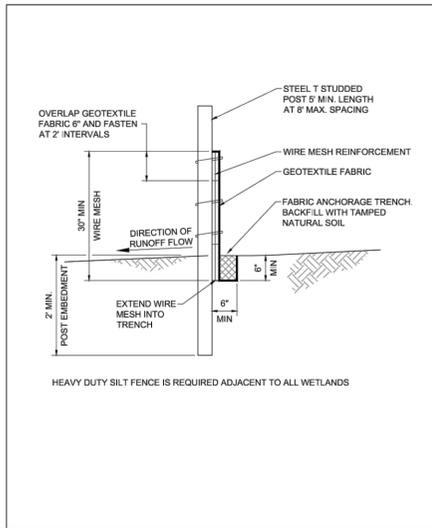


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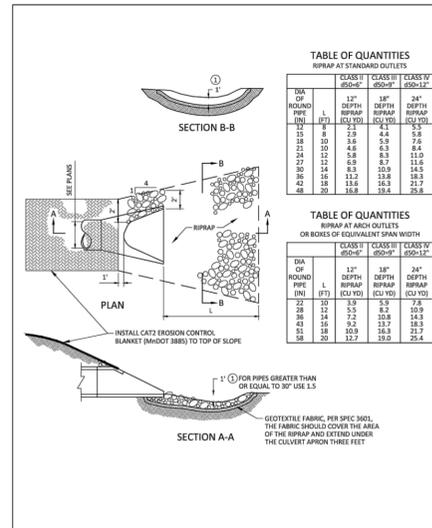
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GREEN SPACE EXHIBIT
 FOR
WARREN BARSNESS
 26836 GRAND AVENUE, ELKO, MN 55020

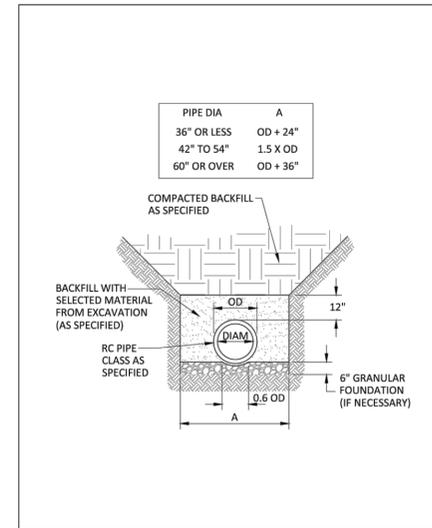
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PROJECT NO.	22324-10
C5.3	



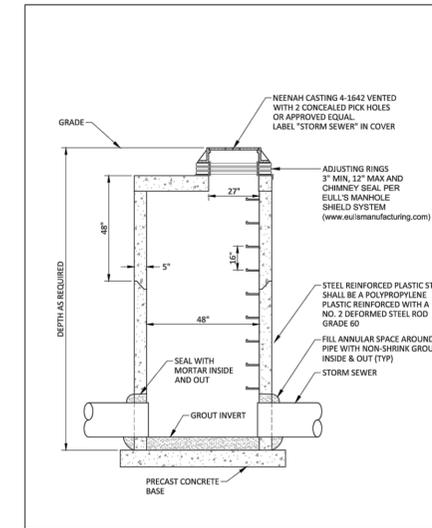
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CITY OF ELKO NEW MARKET
STANDARD DETAIL NO. 3003ENM
DATE 02/2017



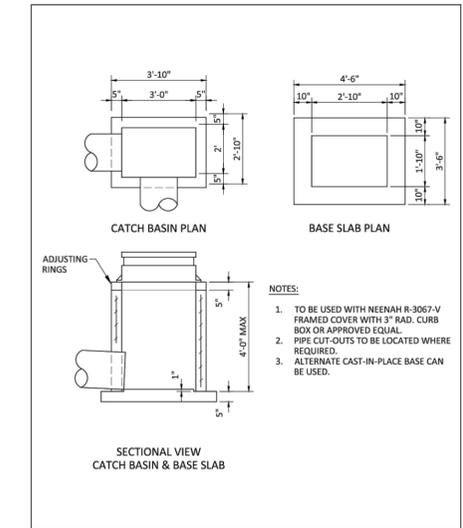
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STANDARD DETAIL NO. 3018ENM
DATE MARCH 2009



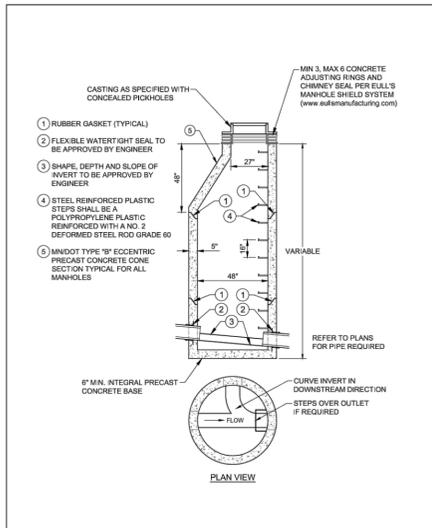
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DATE 02/2017



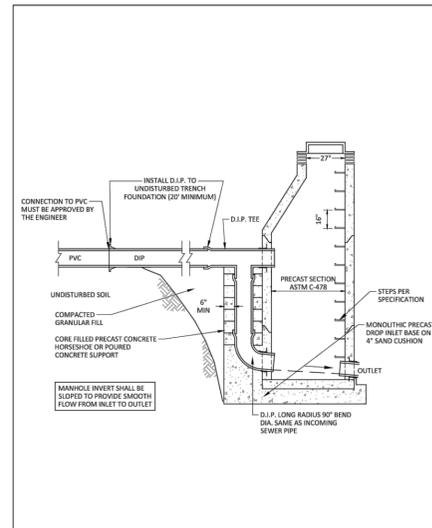
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CITY OF ELKO NEW MARKET
STANDARD DETAIL NO. 4006ENM
DATE 02/2017



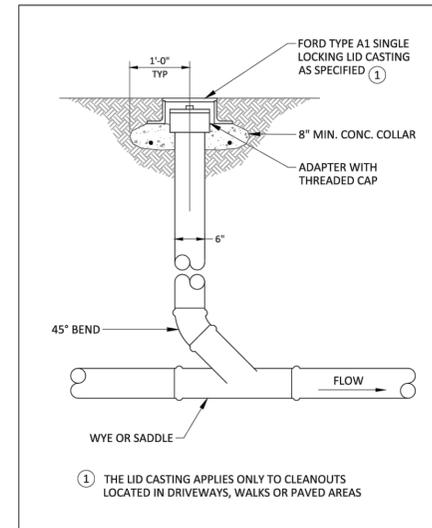
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STANDARD DETAIL NO. 4029ENM
DATE 02/2017



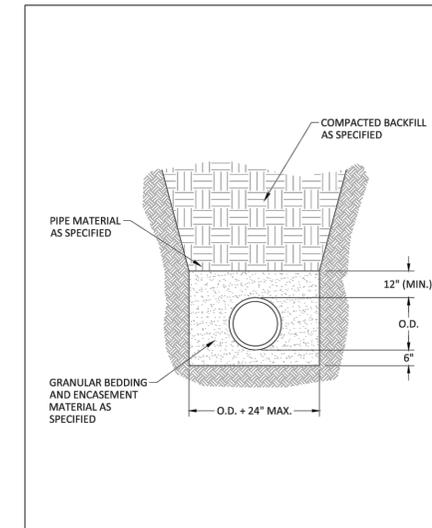
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CITY OF ELKO NEW MARKET
STANDARD DETAIL NO. 5001ENM
DATE 02/2017



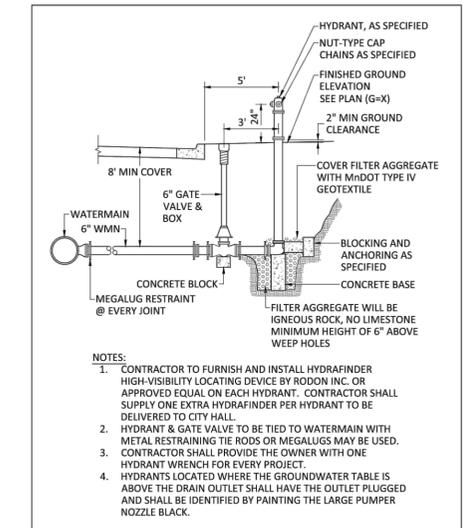
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STANDARD DETAIL NO. 5003ENM
DATE 02/2017



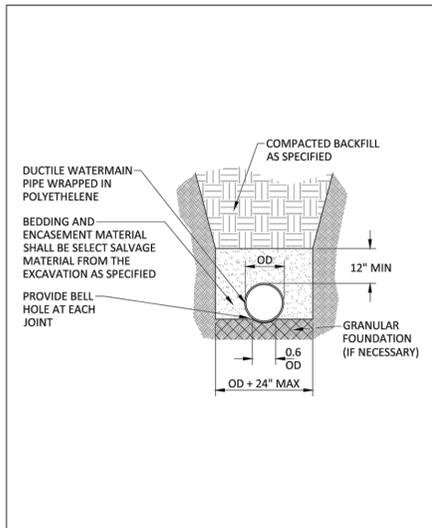
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CITY OF ELKO NEW MARKET
STANDARD DETAIL NO. 5004ENM
DATE 02/2017



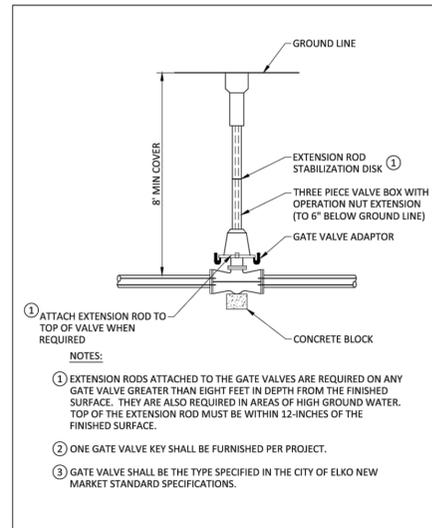
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STANDARD DETAIL NO. 5005ENM
DATE 02/2017



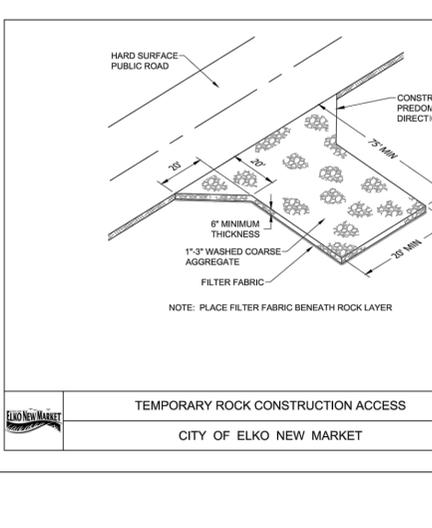
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STANDARD DETAIL NO. 6001ENM
DATE 02/2017



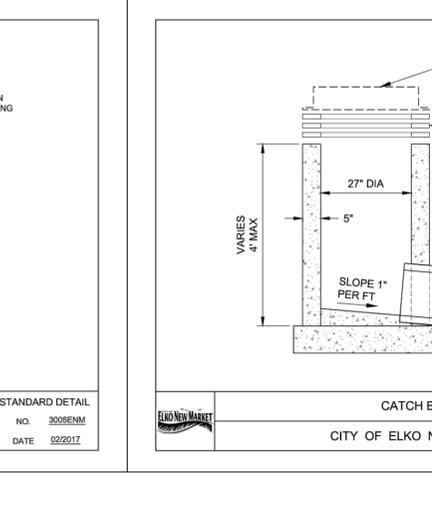
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STANDARD DETAIL NO. 6007ENM
DATE 02/2017



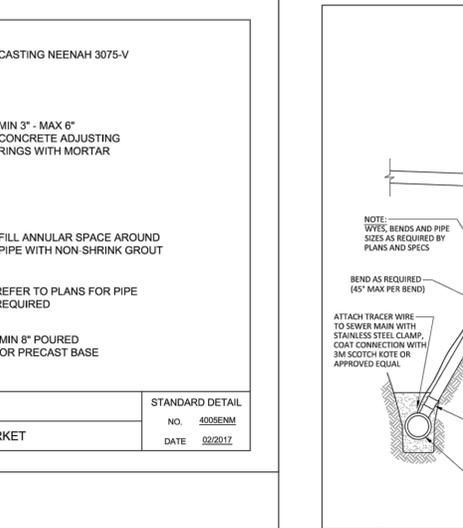
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STANDARD DETAIL NO. 6010ENM
DATE 02/2017



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CITY OF ELKO NEW MARKET
STANDARD DETAIL NO. 3008ENM
DATE 02/2017



CATCH BASIN
CITY OF ELKO NEW MARKET
STANDARD DETAIL NO. 4005ENM
DATE 02/2017



SANITARY SEWER SERVICE
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STANDARD DETAIL NO. 5018ENM
DATE 02/2017

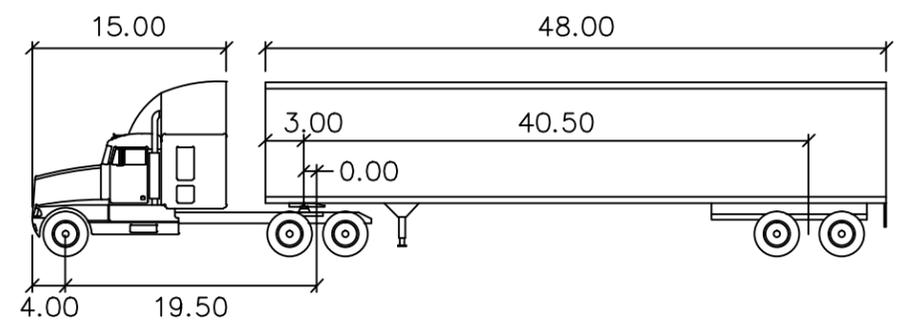
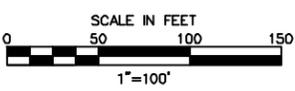
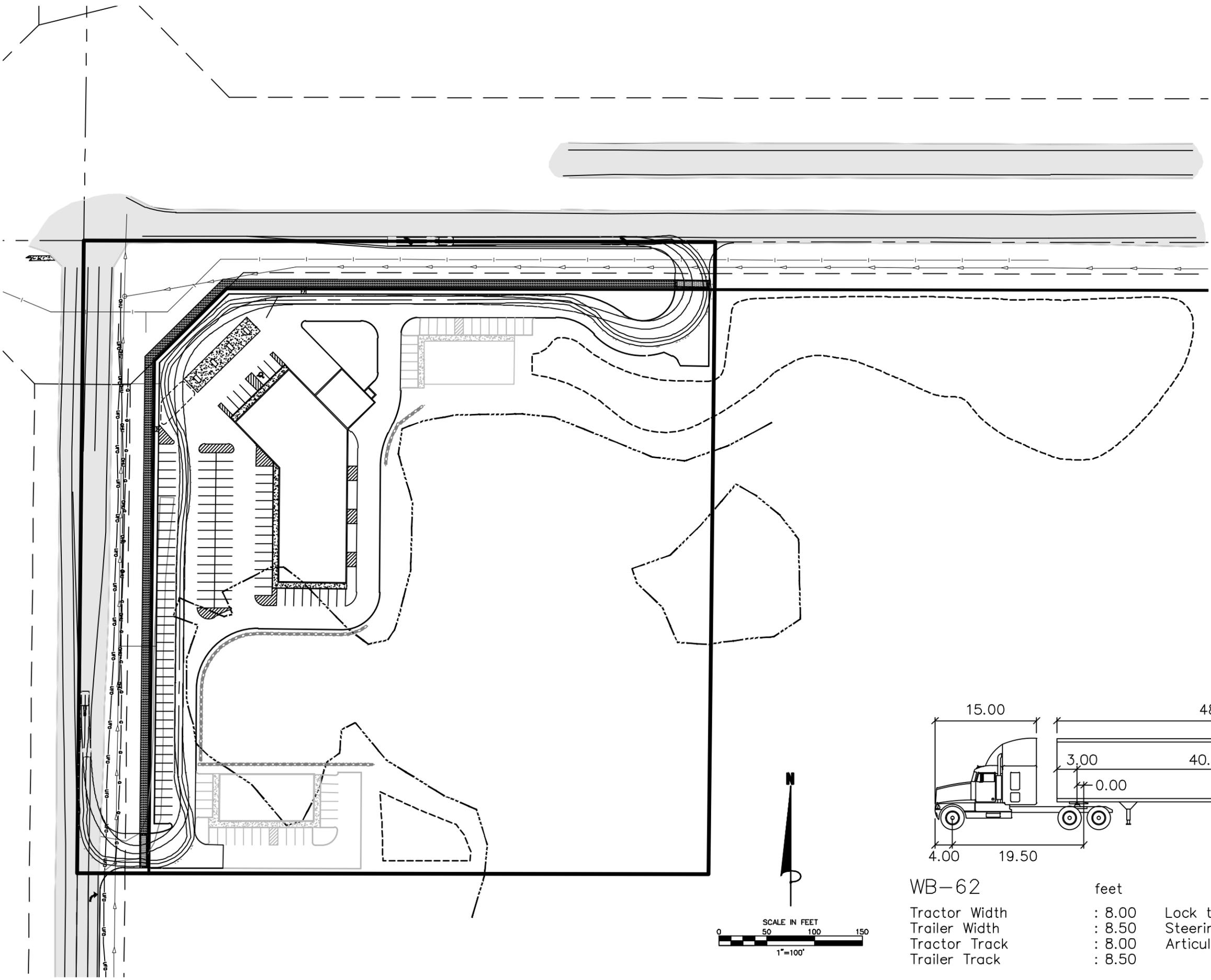
James R. Hill, Inc.
PLANNERS / ENGINEERS / SURVEYORS
2500 W. Ctr. Rd. 42, Suite 120, Burnsville, MN 55337
PHONE: (952)890-6044 FAX: (952)890-6244

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.
ERIC L. EAGERBERG
Date: 08/21/17 Reg. No. 53772

BARNNESS 1ST ADDITION
ELKO NEW MARKET, MINNESOTA
FOR DETAILS
WARREN BARNNESS
26836 GRAND AVENUE, ELKO, MN 55020

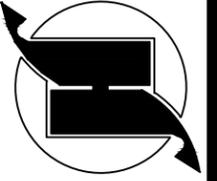
DRAWN BY
EPF
DATE
08/21/17
REVISIONS
10/11/17 OWNER REV.
12/29/17 INITIAL ISSUE
03/30/18 CITY COMMENTS
CAD FILE
22324-10-D
PROJECT NO.
22324-10
C6.1

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WB-62	feet		
Tractor Width	: 8.00	Lock to Lock Time	: 6.00
Trailer Width	: 8.50	Steering Angle	: 28.40
Tractor Track	: 8.00	Articulating Angle	: 70.00
Trailer Track	: 8.50		

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CIRCULATION EXHIBIT
WB-62
 FOR
BARSNESS 1ST ADDITION
 ELKO-NEW MARKET, Minnesota.

DRAWN BY
 EPF

DATE
 03/26/18

REVISIONS

CAD FILE
 22324-10-ATRN

PROJECT NO.
 22324-10

SHEET 1 OF 3



ELKO NEW MARKET PLACE
CONCEPT IMAGE
12/13/17



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MEMORANDUM

Date: April 20, 2018
To: Renee Christianson, Community Development Coordinator
From: Rich Revering, PE – City Engineer
Subject: Review of Plan Set Dated 03 30 2018 “City Comments”
Elko New Market
Project No.: T15.100785

BACKGROUND

The City Engineer’s Office was asked to begin the review the above-referenced plan set on April 18, 2018 and provide comments for the Commission’s use at its April 24, 2018 meeting. Our findings and recommendations to the City are provided by topic in the following sections:

DISCUSSION

Access

The following comments are based on memo prepared by the City Engineer’s office on October 24, 2016 based on consultation with the County Engineer, Assistant County Engineer, and County Traffic Engineer. This memo was furnished to the developer via email to his engineer on November 21st, 2017. The comments below reflect new information based on roundabout layouts updated since the memo’s preparation.

- The accesses on CSAH 2 and County Highway 91 will require a permit issued to the City from Scott County. We recommend the developer be required to prepare all drawings and application forms to the County’s satisfaction and submit all fees that may be required for the county access permits for these locations as a condition of approval by the City.
- The right-in/right-out access on CSAH will require a right-turn lane be constructed at the applicant’s expense. This turn lane can be designed and built to be compatible with the future roundabout, with the final design subject to approval by the City Engineer’s Office and the County Highway Engineer. Such a turn lane is depicted on the plans. We recommend the plan be submitted to Scott County for review and comment. We further recommend the final design be reviewed for compatibility with the roundabout preliminary design to the extent possible after any County comments are addressed.
- The rights of way to be dedicated to the City for Public Streets and the public street layouts at both access locations provide no turn-around sized to accommodate maintenance and emergency vehicles within the rights of way and no space for snow removed from the street to be placed within the rights of way. It is recommended that maintenance equipment not be required to back onto county highways when working in these rights of way. We recommend the applicant be required to modify the plans to provide an acceptable turn-around and room for snow storage in a

Date: April 20th, 2018

location compatible with typical snow plowing operations at both access locations per the above-referenced City Engineer memo. We further recommend the preliminary plat clearly indicate rights of way dedicated to Scott County versus those dedicated to Elko New Market.

- All City streets (within dedicated rights of way and connecting to the county roads) are required to include 24-inches of select granular borrow in the subgrade (below any aggregate base). It is recommend the plans be modified to reflect this requirement.
- The right-in/right-out access on County Highway 91 will require a right-turn lane be constructed at the applicant's expense. If constructed prior to the roundabout, this turn lane would not be compatible with the future roundabout. Accordingly, if the project is to be constructed prior to the roundabout we recommend the applicant be required to include escrow for the right turn lane in the amount of \$54,000 but not be required to build the turn lane until it can be done compatibly with the roundabout (during or after roundabout construction). The escrow would be returned to the applicant if he satisfactorily constructs the right turn lane when it can be done compatibly with roundabout improvements or used by the City to include the right turn lane with the roundabout project. Any excess would be returned to applicant and he would be billed for any shortfall.
- The applicant should be aware that the City is in receipt of no petition or request to include a left-turn movement in the future roundabout plan. Accordingly, this site's access at CR 91 will be limited to right-in/right-out upon completion of the roundabout project scheduled for 2020.

Vehicle Maneuvers and Circulation

Examination of the plans and modeling of certain anticipated maneuvers by typical vehicles used to service similar land uses indicates a potential for several maneuver and circulation problems:

- Modeling provided for a WB 62 vehicle shows this vehicle negotiating entrances and the site without leaving the pavement or going over curbs. The modeling is based on the existing roadway configuration. Engineer's office modeling of this vehicle with the proposed roundabout overlaid on the site indicated inadequate radii and/or pavement widths to avoid encroachments into incoming lanes and curbs at the CR 91 site entrance. The submitted model indicates that large trucks entering the site from CSAH 2 will encroach on the through lane rather than stay entirely in the right turn lane. Because of encroachments into outgoing lanes, the vehicle may need to wait in the turn lane, potentially backing other vehicles up beyond the turn lane length. It is recommended the applicant be required to submit the expected frequency of trips and possibility of scheduling these trips during low-traffic volume times of day for the WB 62 vehicles to the site. It is recommended the development agreement address the possibility of actual vehicles differing from any approved plan and what the City response would be to prevent unacceptable impacts on the City streets, county highways, adjacent developments and/or traffic associated with them.
- Wide accesses and generous radii to accommodate trucks can lead to passenger vehicles entering and exiting the site at higher speeds because the resulting "curve" will be gentle for smaller vehicles. Higher speed entering and exiting reduces the attention that can be given to looking for users of the shared use paths planned for the northerly and westerly sides of the site. Flatter approach angles to the county roads for passenger vehicles afforded by the truck-based geometry of the entrances makes it harder to see trail users on the acute side. Staff anticipates that the configuration as proposed would lead to complaints from trail users and requests for measures to attempt to improve safety. No "after-the-fact" effective options to address this problem have been identified that would satisfy all users. It is recommend tactile (rather than visual-only) traffic calming features, particularly a raised pedestrian crossing at each entrance as approved by

Date: April 20th, 2018

the City Engineers office, be required to promote reduced enter and exit speeds and make the crossings more prominent. While such a feature is called out, details as to height, ramp length, and other defining characteristics need to be provided for review to ensure the crossing has the intended effect while creating no undue maintenance difficulties.

- Multiple buildings on multiple lots make it possible that the ownership of each lot may not be common. This can lead to disputes about access, drainage, and maintenance. It is recommended the city require that cross access, drainage, and utility easements be provided as necessary on the various parcels to ensure the continued use and enjoyment of a parcel. It is further recommended the Development Agreement address maintenance responsibilities to ensure responsibilities are identified to keep private infrastructure in service for the benefit of other parcels that rely on it and that the responsibilities run with the land.
- Curb is provided in several areas on only one side of the heavy-duty pavement areas apparently intended to define routes for customers, service, maintenance, and emergency vehicles traveling through the site and wishing to avoid driving through parking areas. No pavement markings or other indications of the route are apparent. It is recommended pavement markings including lane edges and centerline marking be provided along the through-route to better define it.
- It is recommended pedestrian links be provided on the northerly and westerly sides of the site to the proposed trail. Trail users will likely create desire lines if a link and opening in any fencing or landscaping is not provided. Not providing the links will force trail users to unduly mix with vehicle traffic in access lanes for extended distances.

Stormwater Management and Wetlands

The applicant is proposing to alter a storm water pond owned by Scott County. This intention is supported by the City Engineer's office; however, written approval will be required from Scott County to alter this facility. The following comments are offered relative to storm water management and wetlands:

- It is recommended the applicant be required to demonstrate to the city the county's approval of the pond use and modification in writing in a form agreeable to the County. Pond sizing was not reviewed as this will need to be approved by Scott County.
- It is recommended the portion of the pond to be created on the parcel, the new pond on the south side of the site, and the wetland and any buffer areas be platted in a separate parcel dedicated to the city rather than in an easement.
- It is recommended as a condition that the applicant be required to submit a Wetland Replacement Plan application to the City as LGU for the Wetland Conservation Act and demonstrate that approval or a determination of non-jurisdiction from the Army Corps of Engineers has been granted. A portion of the wetlands on the site are also Public Waters wetlands requiring approval or waiver of jurisdiction from the Minnesota Department of Natural Resources.
- Minimum buffer widths in the City's code are not met on the submitted plans. It appears the average buffer width is being met by providing excess buffer width in some areas. It is not recommended additional fill be placed to create minimum buffers; therefore, it is recommended any replacement plan be required to include application for a variance to accept a deviation from the minimum buffer requirements.
- No storm water volume-reduction measures are proposed for the site. Infiltration practices would be prohibited by city code and the MPCA general permit due to the fueling station activity. Runoff is proposed to be treated by a wet-sedimentation basin as required for the non-captured runoff volumes. It appears volume reduction requirements for city code and the general permit are met for this site.

Date: April 20th, 2018

Sanitary Sewer and Water Service

The following comments apply to sanitary sewer and water distribution plans for the site:

- The watermain shown through the site is planned to be a 16-inch trunk pipe. The city will pay oversizing (the difference between 16-inch and typical bid prices for 8-inch watermain, valves, and fittings.)
- Staff recommends the City be responsible to maintain potable water mains and hydrants and any sanitary sewer mains due to the potential to affect off-site users and the specialized knowledge and equipment required. Easements in favor of the city for hydrants, along with access rights to the easements, will be required. The Development Agreement would need to stipulate that the property owner is responsible for restoration costs should any on-site mains or hydrants need to be exposed for maintenance, repair, or replacement. Water extended to the south would need to extend at least 12 feet past any pavement to facilitate future extensions.

Landscaping

The following comments are based on the submitted landscape plan:

- The City Engineer recommends no over-story trees or canopies thereof be permitted within the trench zone of water or sewer mains. This is to avoid the potential for damage to the trees or branches in the future should maintenance, repair, replacement, or modification of the utilities require excavation to expose them.
- The proposed retaining walls will require a design be prepared and submitted by a licensed and qualified engineer that addresses the soil, moisture, height, layout and loading conditions. It is recommended the wall be private and the city not be responsible for its maintenance. The Development Agreement will need to address the maintenance needs of the wall to ensure the adjacent wetland is protected and through-access is maintained.

RECOMMENDATION

A recommended overall condition of approval is that revised site-work plans and required information be submitted and approved by the City Engineer prior to any further disturbance of the site.

End of Memo



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MEMORANDUM

Date: March 6, 2018
To: Chair Steve Thompson and Members of the Elko New Market Planning Commission
Renee Christianson, Community Development Coordinator
From: Rich Revering, PE – City Engineer
Subject: Review of Plan Set Dated 12 29 17 “Initial Issue”
Elko New Market
Project No.: T15.100785

BACKGROUND

The City Engineer’s Office was asked to begin the review the above-referenced plan set on February 15, 2018 and provide comments for the Commission’s use at its March 6, 2018 meeting. Our findings and recommendations to the City are limited to sketch-plan level issues and are provided by topic in the following sections:

DISCUSSION

Access

The following comments are based on memo prepared by the City Engineer’s office on October 24, 2016 based on consultation with the County Engineer, Assistant County Engineer, and County Traffic Engineer. This memo was furnished to the developer via email to his engineer on November 21st, 2017. The comments below reflect new information based on roundabout layouts updated since the memo’s preparation.

- The accesses on CSAH 2 and County Highway 91 will require a permit issued to the City from Scott County. We recommend the developer be required to prepare all drawings and application forms to the County’s satisfaction and submit all fees that may be required for the county access permits for these locations as a condition of approval by the City.
- The right-in/right-out access on CSAH will require a right-turn lane be constructed at the applicant’s expense. This turn lane can be designed and built to be compatible with the future roundabout, with the final design subject to approval by the City Engineer’s Office and the County Highway Engineer. We recommend the applicant be required to modify the plans to include an approvable right-turn lane at this location.
- The right of way to be dedicated to the City for Public Streets and the public street layouts at both access locations provide no turn-around sized to accommodate maintenance and emergency vehicles and no space for snow removed from the street to be placed within the rights of way. We recommend the applicant be required to modify the plans to provide an acceptable turn-around and room for snow storage in a location compatible with typical snow plowing operations at both access locations per the above-referenced City Engineer memo.

Date: January 11th, 2018

- All City streets (within dedicated rights of way and connecting to the county roads) are required to include 24-inches of select granular borrow in the subgrade (below any aggregate base). It is recommended the plans be modified to reflect this requirement.
- The right-in/right-out access on County Highway 91 will require a right-turn lane be constructed at the applicant's expense. If constructed prior to the roundabout, this turn lane would not be compatible with the future roundabout. Accordingly, if the project is to be constructed prior to the roundabout we recommend the applicant be required to include escrow for the right turn lane in the amount of \$54,000 but not be required to build the turn lane until it can be done compatibly with the roundabout (during or after roundabout construction). The escrow would be returned to the applicant if he satisfactorily constructs the right turn lane when it can be done compatibly with roundabout improvements or used by the City to include the right turn lane with the roundabout project. Any excess would be returned to applicant and he would be billed for any shortfall.
- It is our understanding the applicant is desirous of access to the site from south bound traffic on County Highway 91. Upon roundabout construction, this movement would require approval by the County and a county-approved left turn lane. It is the opinion of the City Engineer's office that this left turn lane would benefit development relying on the access to County Highway 91 depicted on these drawings and would not benefit the City's taxpayers (the turn lane would not be required but for the development). Accordingly, it is recommended the cost for any left turn lane or partial, make-ready, improvement related to it be borne by the applicant.

It is recommended the Development Agreement for the project state that if the developer desires access to the site for southbound traffic on County Highway 91 he be required to post escrow in the amount of \$150,000 for the city to include the left turn lane in the roundabout construction. The city cannot guarantee approval of a left turn movement or turn lane in this location by Scott County. If the inclusion of a turn lane is not included for any reason, the amount escrowed would be returned to the developer less any design and administration fees associated with application to the county for the improvement. Any excess of the escrow after construction would be returned to the applicant. He would be billed for any shortfall.

OR

It is recommended the Development Agreement for the project state that if the developer desires the ability to create access to the site for southbound traffic on County Highway 91 in the future (post roundabout) he be required to post escrow in the amount of \$36,000 for the city to include only widening of the grading for a future left turn lane in the roundabout construction. No curbs or pavement section components, markings or signage for a left turn lane would be constructed with the roundabout; however, the widening would facilitate later construction of a left turn lane at the applicant or his successor's expense if so desired by the applicant or his successor. The city cannot guarantee approval of a left turn movement or turn lane in this location by Scott County. If the inclusion of widening for a turn lane is not included for any reason, the amount escrowed would be returned to the developer less any design and administration fees associated with application to the county for the improvement. Any excess of the escrow after construction would be returned to the applicant. He would be billed for any shortfall.

Vehicle Maneuvers and Circulation

Examination of the plans and modeling of certain anticipated maneuvers by typical vehicles used to service similar land uses indicates a potential for several maneuver and circulation problems:

Date: January 11th, 2018

- Engineer's office vehicle modeling indicated inadequate radii and/or pavement widths to avoid encroachments into oncoming lanes at site entrances and inadequate radii and/or aisle widths to avoid encroachments into oncoming lanes and parking areas within the site. The model runs also indicate a high likelihood that large trucks entering the site from CSAH 2 will begin the maneuver from the through lane rather than the right turn lane. This may mean the truck needs to wait in the through lane for a gap in the traffic exiting the site because of the encroachments described above. It is recommended the applicant be required to submit a vehicle maneuver and circulation plan for review that indicates the actual vehicle types the site is designed for, the frequency of trips for these vehicles to the site and demonstrates by wheel-path outlines the ability of various vehicles to make the maneuvers required to use and service the site. It is recommended the development agreement address the possibility of actual vehicles differing from any approved plan and what the City response would be to prevent unacceptable impacts on the City streets, county highways, adjacent developments and/or traffic associated with them. The City's review of this plan, when submitted, may result in additional engineering recommendations.
- Wide accesses and generous radii to accommodate trucks can lead to passenger vehicles entering and exiting the site at higher speeds because the resulting "curve" will be gentle for smaller vehicles. Higher speed entering and exiting reduces the attention that can be given to looking for users of the shared use paths planned for the northerly and westerly sides of the site. Flatter approach angles to the county roads for passenger vehicles afforded by the truck-based geometry of the entrances makes it harder to see trail users on the acute side. Staff anticipates that the configuration as proposed would lead to complaints from trail users and requests for measures to attempt to improve safety. No "after-the-fact" effective options to address this problem have been identified that would satisfy all users. It is recommended tactile (rather than visual-only) traffic calming features, particularly a raised pedestrian crossing at each entrance as approved by the City Engineers office, be required to promote reduced enter and exit speeds and make the crossings more prominent.
- Multiple buildings on multiple lots make it possible that the ownership of each lot may not be common. This can lead to disputes about access, drainage, and maintenance. It is recommended the city require that cross access, drainage, and utility easements be provided as necessary on the various parcels to ensure the continued use and enjoyment of a parcel. It is further recommended the Development Agreement address maintenance responsibilities to ensure responsibilities are identified to keep private infrastructure in service for the benefit of other parcels that rely on it and that the responsibilities run with the land.
- Curb is provided in several areas on only one side of the heavy-duty pavement areas apparently intended to define routes for customers, service, maintenance, and emergency vehicles traveling through the site and wishing to avoid driving through parking areas. No pavement markings or other indications of the route are apparent. It is recommended curbs be provided along both sides of this route where compatible with service truck maneuvers, and pavement markings including lane edges and centerline marking be provided over the remainder.
- It is recommended pedestrian links be provided on the northerly and westerly sides of the site to the proposed trail. Trail users will likely create desire lines if a link and opening in any fencing or landscaping is not provided. Not providing the links will force trail users to unduly mix with vehicle traffic in access lanes for extended distances.

Stormwater Management and Wetlands

Date: January 11th, 2018

The applicant is proposing to alter a storm water pond owned by Scott County. This intention is supported by the City Engineer's office; however, written approval will be required from Scott County to alter this facility. The following comments are offered relative to storm water management and wetlands:

- It is recommended the applicant be required to demonstrate to the city the county's approval of the pond use and modification in writing in a form agreeable to the County. Pond sizing was not reviewed as this will need to be approved by Scott County.
- It is recommended the portion of the pond to be created on the parcel, the new pond on the south side of the site, and the wetland and any buffer areas be platted in a separate parcel dedicated to the city rather than in an easement.
- The plans do not include a Stormwater Pollution Prevention Plan meeting the requirements of the MPCA for a General Permit for Construction under the National Pollutant Discharge Elimination System program. This permit and supporting documents will be required. It is recommended they be a condition of approval.
- It is recommended as a condition that the applicant be required to submit a Wetland Replacement Plan application to the City as LGU for the Wetland Conservation Act and demonstrate that approval or a determination of non-jurisdiction from the Army Corps of Engineers has been granted. A portion of the wetlands on the site are also Public Waters wetlands requiring approval or waiver of jurisdiction from the Minnesota Department of Natural Resources.
- Minimum buffer widths in the City's code are not met on the submitted plans. It appears the average buffer width is being met by providing excess buffer width in some areas. It is not recommended additional fill be placed to create minimum buffers; therefore, it is recommended any replacement plan be required to include application for a variance to accept a deviation from the minimum buffer requirements.
- Disturbance will occur within 50 feet of wetlands. It is recommended that redundant sediment controls at the outer edge of buffers be added to the plans to be in place prior to construction and remain in place until the site is stabilized in order to conform to the above-referenced general storm water permit.
- No storm water volume-reduction measures are proposed for the site. Infiltration practices would be prohibited by city code and the MPCA general permit due to the fueling station activity. Runoff is proposed to be treated by a wet-sedimentation basin as required for the non-captured runoff volumes. It appears volume reduction requirements for city code and the general permit are met for this site.
- The City's Engineering Manual requires all runoff up to and including that from a 100-year storm be routed via emergency overflow routes to storm water management facilities and not bypass them. It does not appear conveyance systems for storms larger than the proposed pipes can handle are provided to achieve this requirement. No storm sewer pipe sizing computations were provided to demonstrate pipes can convey a 10-year storm to the pond or that inlets can admit the flow rates without bypass to the wetland. It is recommended the applicant be required to amend the plans to convey runoff from storms between the 10 and 100-year return periods to ponds, either by surface or oversized pipes and inlets, and to submit calculations affirming the system can minimally admit and convey the 10-year storm.

Sanitary Sewer and Water Service

The following comments apply to sanitary sewer and water distribution plans for the site:

Date: January 11th, 2018

- The watermain shown through the site is planned to be a 16-inch trunk pipe. The city will pay oversizing (the difference between 16-inch and typical bid prices for 8-inch watermain, valves, and fittings.)
- Staff recommends the City be responsible to maintain potable water mains and hydrants and any sanitary sewer mains due to the potential to affect off-site users and the specialized knowledge and equipment required. It is preferred that the watermain and sanitary sewer mains (any pipe serving more than one building) be in the county highway right of way, if possible. It is recommended the plans be modified to place the mains off site while maintaining the required separation and clearance from features that would impede future open-trench access to the utilities. It appears separate sewer mains can be avoided if individual building sewers are installed to existing mains on the northerly and westerly sides of the site, in cross access utility easements as necessary to allow parcels continued rights if ownerships change. Connect no services to manholes. Connection of services to the existing 12-inch mains with wyes and water-tight saddles would be permitted. If moving utilities off site is not feasible, easements in favor of the city for all water and sewer mains and hydrants, along with access rights to the easements, will be required. The Development Agreement would need to stipulate that the property owner is responsible for restoration costs should any on-site mains or hydrants need to be exposed for maintenance, repair, or replacement. Water extended to the south would need to extend at least 12 feet past any pavement to facilitate future extensions.

Landscaping

The following comments are based on the submitted landscape plan:

- The City Engineer recommends no over-story trees or canopies thereof be permitted within the trench zone of water or sewer mains. This is to avoid the potential for damage to the trees or branches in the future should maintenance, repair, replacement, or modification of the utilities require excavation to expose them.
- The proposed retaining walls will require a design be prepared and submitted by a licensed and qualified engineer that addresses the soil, moisture, height, layout and loading conditions. It is recommended the wall be private and the city not be responsible for its maintenance. The Development Agreement will need to address the maintenance needs of the wall to ensure the adjacent wetland is protected and through-access is maintained.

RECOMMENDATION

A recommended overall condition of approval is that revised site-work plans and required computations be submitted and approved by the City Engineer prior to any further disturbance of the site.

End of Memo



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MEMORANDUM

Date: October 24, 2016
To: Thomas Terry, City Administrator
From: Rich Revering PE, City Engineer
Subject: Parcel Access Requirements
Southeasterly Quadrant of CSAHs 2 and 91
Elko New Market, Minnesota
T15.100719

INTRODUCTION

Access issues have been discussed and evolving at the above-referenced site for several years now. The recent award of Federal funding for a roundabout at the intersection in 2020 caused staff to reach out to Scott County to discuss how access would be affected and to agree on requirements that would be relayed to the developer of the site for his planning and design use.

The “Scott County Access Requirements” listed below reflect City Staff members’ understanding of the County Highway Department’s position; however, the plans still remain subject to County review and County opinions may change with new information or insights.

DISCUSSION

I. Scott County Access Requirements

- a. Long-Term (Assumes Roundabout is In Place)
 - i. Access to CSAH 2
 1. *Access will be Right In/Right Out only. The existing median will be kept in place.*
 2. *The access will require a right turn lane unless none can safely fit the available space. The length will be determined through a roundabout analysis (preliminary design).*
 3. *The access must be in a right of way dedicated to the City of Elko New Market (public). The access permit will be issued only to the City.*
 4. *The access must align perpendicularly to CSAH 2 so vehicles waiting to*

exit have the best possible sight distance for oncoming traffic and to discourage exiting the site at higher speeds and/or less caution.

ii. Access to CR 91

1. *The default approvable access will be Right In/Right Out. A median constructed with the roundabout will deter left turns. If petitioned for by the City (on behalf of the Developer, for example), a south-bound left turn would be considered; however, a left turn lane or bypass lane would be required, and approval is not promised. Costs to widen CR 91 for a left turn or bypass lane, including rights of way acquisition, would be a local (non-county and non-federal) cost. (City staff recommends this local cost be assigned to adjacent and benefitting development).*
2. *The access would need to be in a City Right of Way and public. The access would need to be accessible to the neighboring parcel to the south via location on a common boundary or by easement. The access must be as far south as possible on the parcel. The access permit will be issued only to the City.*
3. *A standard right-turn lane for NB traffic would be required at local (City staff recommends developer) cost.*
4. *The access must align perpendicularly to CR 91 so vehicles waiting to exit have the best possible sight distance for oncoming traffic and to discourage exiting the site at higher speeds and/or with less caution. (See Street Connection Schematic, attached)*

b. Interim Condition (Roundabout Improvements Is Not Yet In Place)

i. Access to CSAH 2

1. *No right turn lane will be required¹.*
2. *The access must be in a right of way dedicated to the City of Elko New Market (public). The access permit will be issued only to the City.*
3. *The access must align perpendicularly to CSAH 2 so vehicles waiting to exit have the best possible sight distance for oncoming traffic and to discourage exiting the site at higher speeds and/or with less caution. See Street Connection Schematic.*
4. *The access must allow trucks to exit the site with no encroachment on incoming lanes so traffic waiting to enter cannot be backed up onto the highway. See Street Connection Schematic.*
5. *Connections to the City Street (access) must be set back far enough from the highway such that entering vehicles, including trucks, are not forced to stop by conflicting movements and potentially impede highway traffic. See Street Connection Schematic.*

ii. Access to CR 91

1. *Full access during interim between development and roundabout*

construction.

2. *The access would need to be in a City Right of Way and public. The access would need to be accessible to the neighboring parcel to the south via location on a common boundary or by easement. The access must be as far south as possible on the parcel. The access permit will be issued only to the City.*
3. *A standard right-turn lane for NB traffic would be required at local cost.*
4. *A south-bound left-turn lane may not be required:*
 - a. *County staff not on board yet – will review site traffic study*
 - b. *Security would be required in case problems such as crash-history or chronic complaints develop²*
 - c. *The developer could opt to construct a left turn or bypass lane at his cost in lieu of security and potential construction by others. See I.A.2.a).*
5. *The access must align perpendicularly to CR 91 so vehicles waiting to exit have the best possible sight distance for oncoming traffic and to discourage exiting the site at higher speeds and/or less caution. See Street Connection Schematic*
6. *The access must allow trucks to exit the site with no encroachment on incoming lanes so traffic waiting to enter cannot be backed up onto the highway. See Street Connection Schematic.*
7. *Connections to the City Street (access) must be set back far enough from the highway such that entering vehicles, including trucks, are not forced to stop by conflicting movements and potentially impede highway traffic. See Street Connection Schematic.*

¹Right of way would need to be dedicated and provisions made such as a Letter of Credit or other security to compel the development to install a right turn lane at its cost when the roundabout is constructed or if, for some reason, the roundabout does not materialize. Premature construction of the lane (pre-roundabout) may result in economic waste if not compatible with roundabout design.

²The security would also provide for implementation of a LT lane if the roundabout did not materialize.

II. City Additional Access Requirements

a. Long-Term (Assumes Roundabout is In Place)

i. Access to CSAH 2

1. *Shared-Use-Path crossing of City Streets (access) shall meet ADA requirements, minimize pedestrian exposure to incoming and exiting vehicles, and ensure adequate visibility is maintained between path users and vehicle traffic. Refer to the attached ADA details.*

ii. Access to CR 91

1. *Shared-Use-Path crossing of City Streets (access) shall meet ADA requirements, minimize pedestrian exposure to incoming and exiting vehicles, and ensure adequate visibility is maintained between path users and vehicle traffic. Refer to the attached ADA details.*

iii. Overall Public Access to Site

1. *Option 1 – Public dead end streets into site*

- a. Connections to City street meeting above requirements
- b. No parking on City streets
- c. 11-foot lane widths with 2-ft curb reaction distance (26 feet face to face).
- d. Provisions for snow storage adjacent to roadway and turnaround meeting any applicable environmental requirements.
- e. 10-ton design standards based on MnDOT flexible pavement design method, site soils, and traffic volumes and mix estimated by qualified traffic consultant.
- f. Provisions for maintenance and emergency vehicles to turn around with no encroachment on private property or need to back out onto County highways. Some possible turnaround configurations are attached.

2. *Option 2 - Provide a City Street through the site from the CSAH 2 Access to the CR 91 Access (this option subject to Council acceptance):*

- a. Per requirements in Option 1, less the turnaround provisions.

b. Interim Condition (Roundabout Improvements Is Not Yet In Place)

i. Access to CSAH 2

1. *See long-term*

ii. Access to CR 91

1. *See long-term*

2. *Interim full-access may mean longer waits at certain times of day for cars leaving the site and wanting to turn left to go south bound. This may delay and frustrate drivers behind them that are wanting to turn right. Consider providing sufficient access width to mark a left and right turn at this exit. The left turn can be converted to a pedestrian refuge or a median to further discourage illegal left turns after the roundabout is constructed in the future. This is a suggestive condition for the convenience of customers to the site; it is not a City or County requirement.*

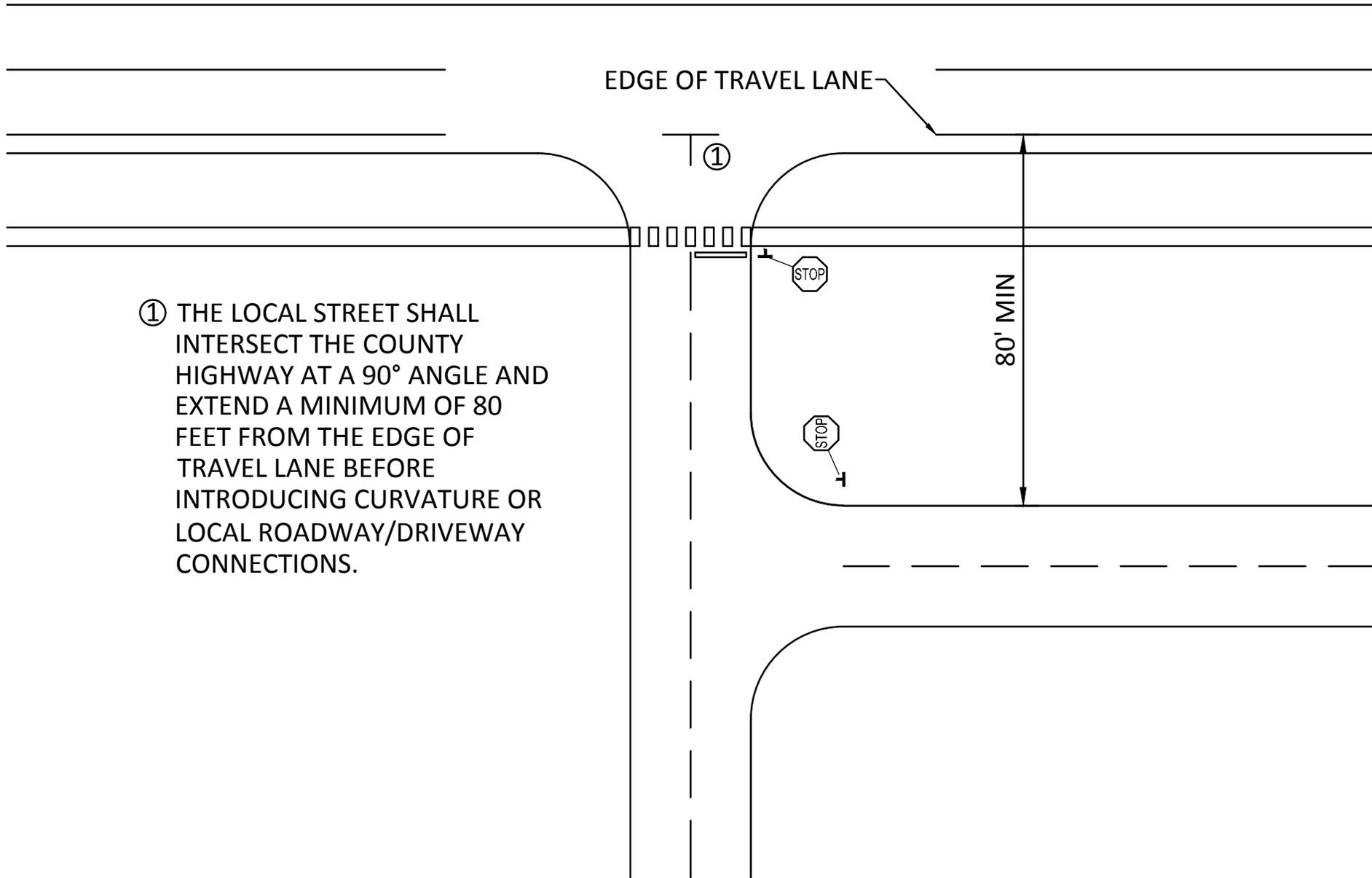
iii. Overall Public Access to Site

1. *See long-term.*

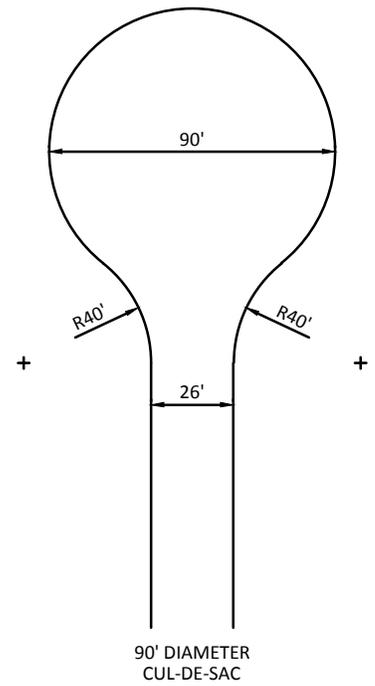
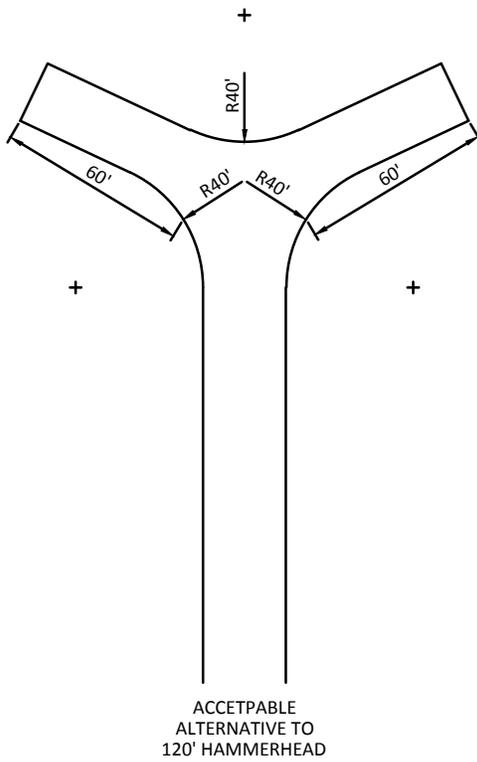
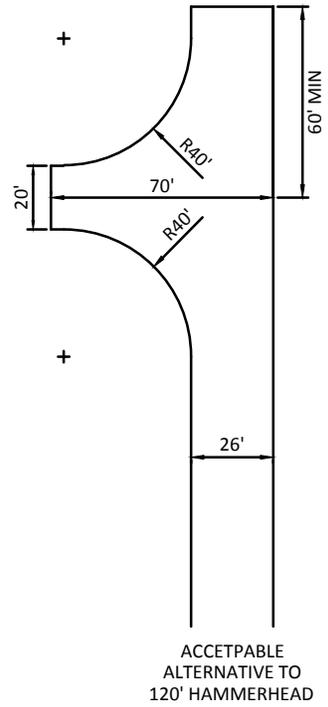
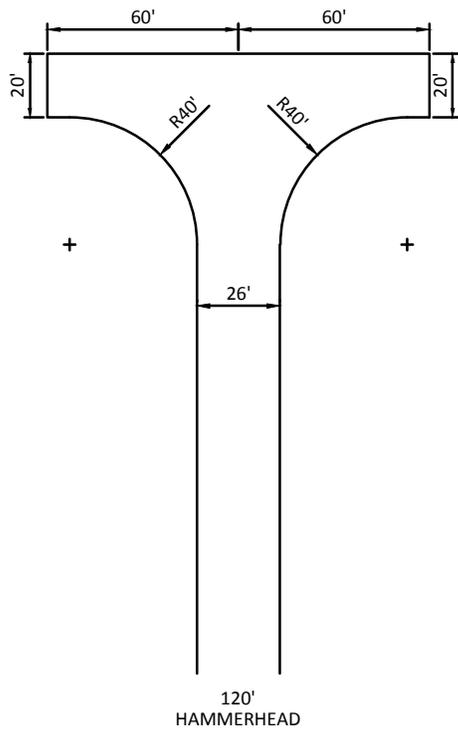
RECOMMENDATIONS

Require the developer of the site to apply these requirements to the layout of the site.

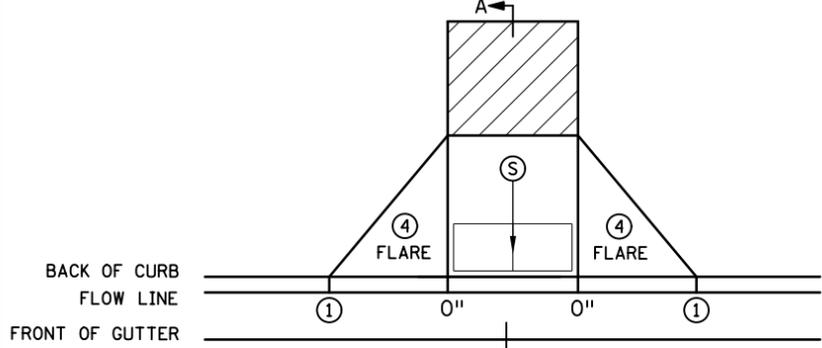
End of Memo



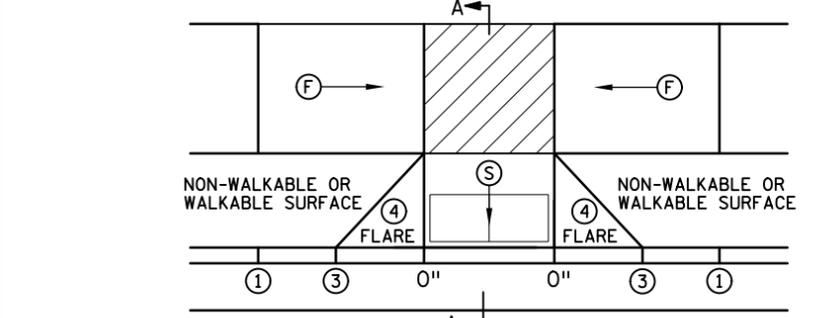
① THE LOCAL STREET SHALL INTERSECT THE COUNTY HIGHWAY AT A 90° ANGLE AND EXTEND A MINIMUM OF 80 FEET FROM THE EDGE OF TRAVEL LANE BEFORE INTRODUCING CURVATURE OR LOCAL ROADWAY/DRIVEWAY CONNECTIONS.



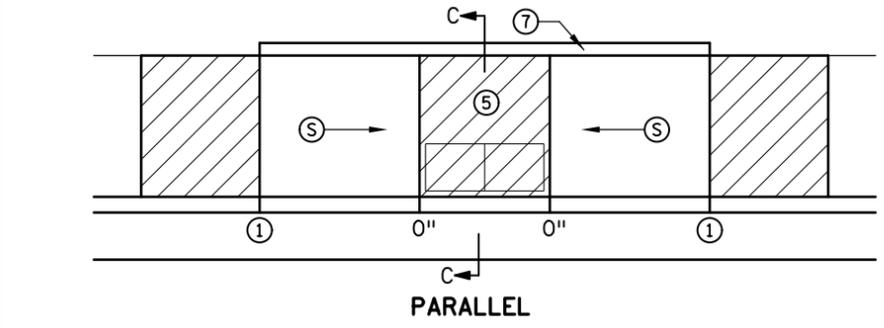
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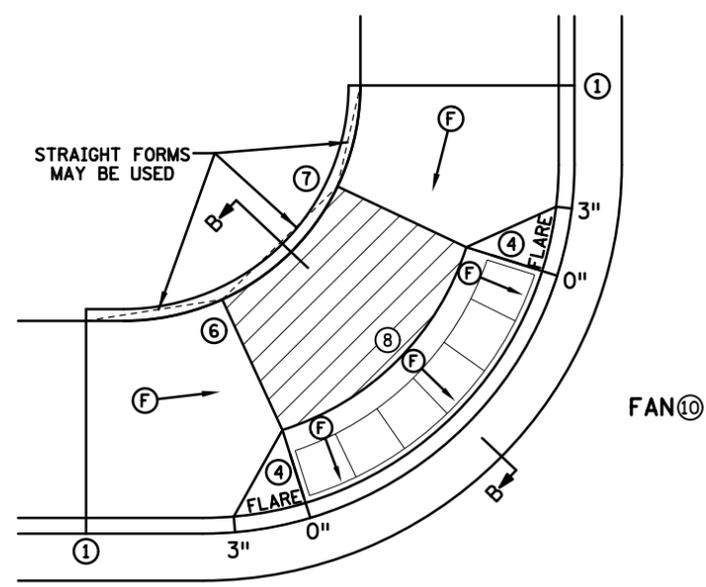
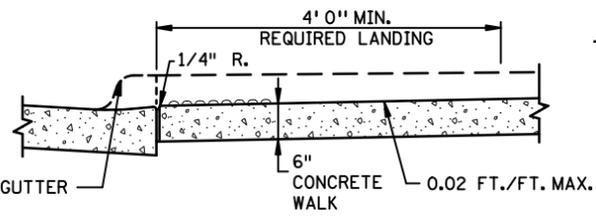
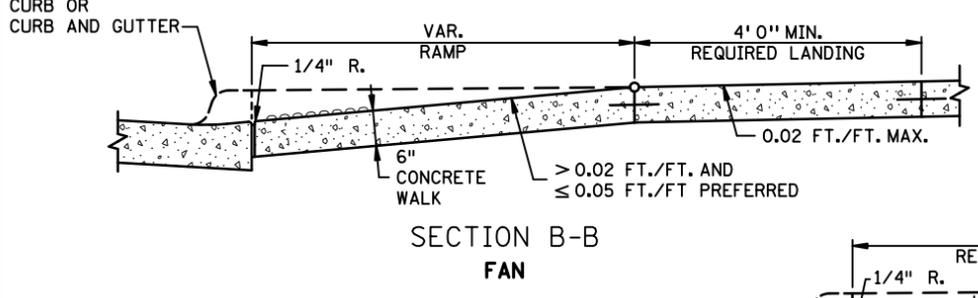
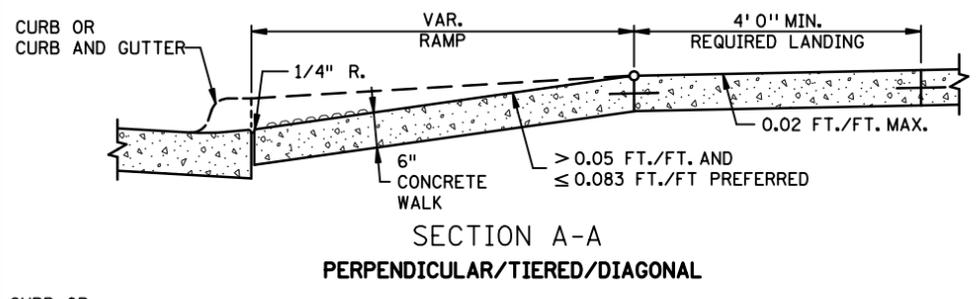
PERPENDICULAR



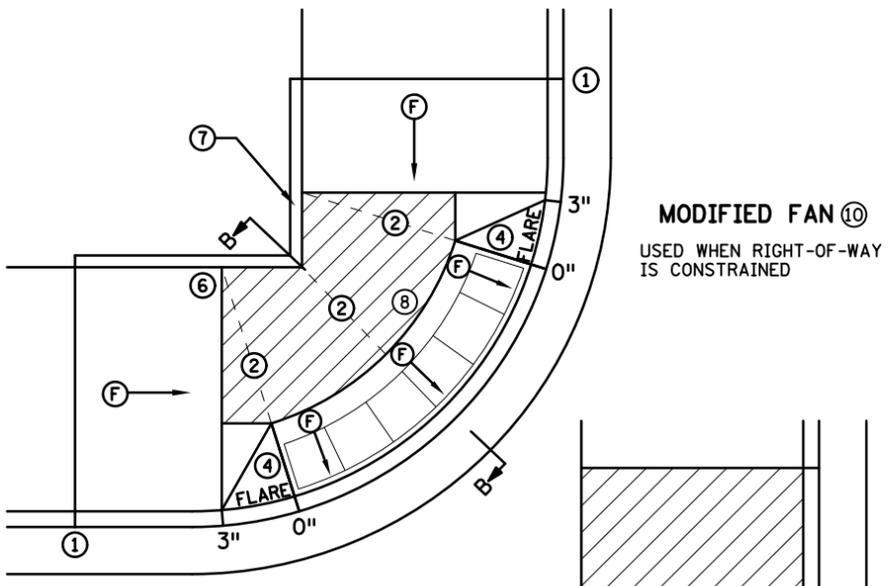
TIERED PERPENDICULAR



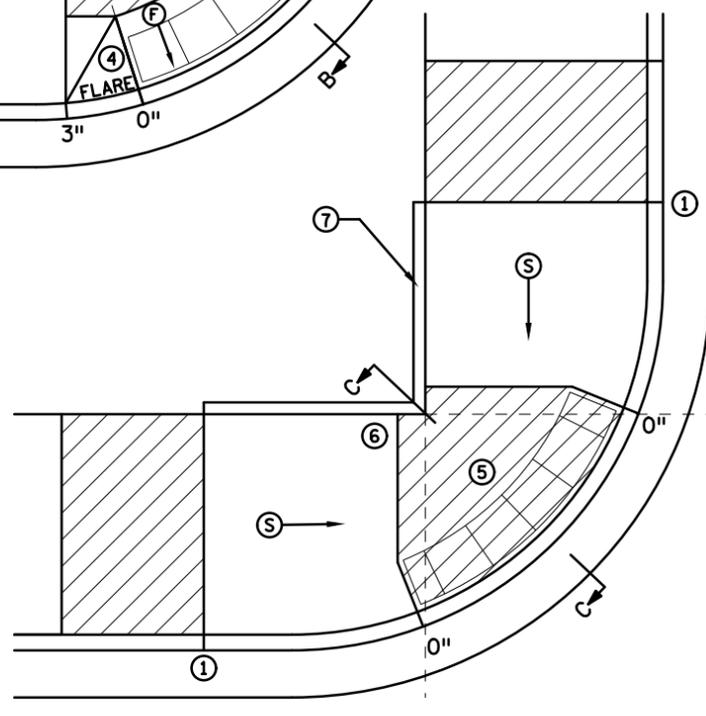
PARALLEL



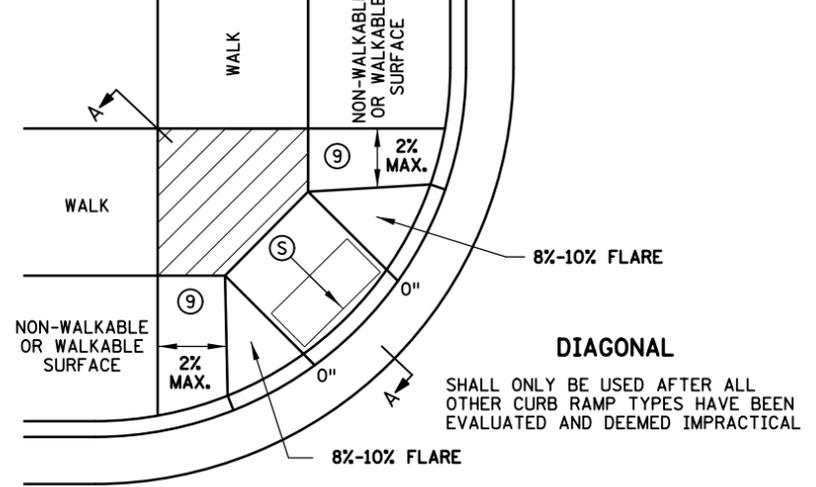
FAN ⑩



MODIFIED FAN ⑩



DEPRESSED CORNER



DIAGONAL

NOTES:

- LANDINGS SHALL BE LOCATED ANYWHERE THE PEDESTRIAN ACCESS ROUTE (PAR) CHANGES DIRECTION, AT THE TOP OF RAMPS THAT HAVE RUNNING SLOPES GREATER THAN 5.0%, AND IF THE APPROACHING WALK IS INVERSE GRADE GREATER THAN 2%.
 - INITIAL CURB RAMP LANDINGS SHALL BE CONSTRUCTED WITHIN 15' FROM THE BACK OF CURB, WITH 6' FROM THE BACK OF CURB BEING THE PREFERRED DISTANCE, ONLY APPLICABLE WHEN THE INITIAL RAMP RUNNING SLOPE IS OVER 5.0%.
 - SECONDARY CURB RAMP LANDINGS ARE REQUIRED FOR EVERY 30" OF VERTICAL RISE WHEN THE LONGITUDINAL RUNNING SLOPE IS GREATER THAN 5.0%.
 - CONTRACTION JOINTS SHALL BE CONSTRUCTED ALONG ALL GRADE BREAKS WITHIN THE PAR. 1/4" DEEP VISUAL JOINTS SHALL BE USED AT THE TOPS OF CONCRETE FLARES ADJACENT TO WALKABLE SURFACES.
 - ALL GRADE BREAKS WITHIN THE PAR SHALL BE PERPENDICULAR TO THE PATH OF TRAVEL. THIS BOTH SIDES OF A SLOPED WALKING SURFACE MUST BE EQUAL LENGTH. (EXCEPT AS STATED IN ⑥ BELOW.
 - TO ENSURE INITIAL RAMPS AND INITIAL LANDINGS ARE PROPERLY CONSTRUCTED, LANDINGS SHALL BE CAST SEPARATELY. FOLLOW SIDEWALK REINFORCEMENT DETAILS ON SHEET 6 AND THE ADA SPECIAL PROVISIONS - PROSECUTION OF WORK (ADA).
 - TOP OF CURB SHALL MATCH PROPOSED ADJACENT WALK GRADE.
 - WHEN THE BOULEVARD IS 4' WIDE OR LESS, THE TOP OF CURB TAPER SHALL MATCH THE RAMP SLOPES TO REDUCE NEGATIVE BOULEVARD SLOPES FROM THE TOP BACK OF CURB TO THE PAR.
 - ALL RAMP TYPES SHOULD HAVE A MINIMUM 3' LONG RAMP LENGTH.
 - 4' MINIMUM WIDTH OF DETECTABLE WARNING IS REQUIRED FOR ALL RAMPS. DETECTABLE WARNINGS SHALL CONTINUOUSLY EXTEND FOR A MIN. OF 24" IN THE PATH OF TRAVEL. DETECTABLE WARNING TO COVER ENTIRE WIDTH OF SHARED-USE PATHS AND THE ENTIRE PAR WIDTH OF THE WALK. DETECTABLE WARNING SHOULD BE 6" LESS THAN THE PAR/TRAIL WIDTH. ARC LENGTH OF RADIAL DETECTABLE WARNINGS SHOULD NOT BE GREATER THAN 20 FEET.
 - RECTANGULAR DETECTABLE WARNINGS SHALL BE SETBACK 3" FROM THE BACK OF CURB. RADIAL DETECTABLE WARNINGS SHALL BE SETBACK 3" MINIMUM TO 6" MAXIMUM FROM THE BACK OF CURB.
- ① MATCH FULL HEIGHT CURB.
 - ② 4' MINIMUM DEPTH LANDING REQUIRED ACROSS TOP OF RAMP.
 - ③ 3" HIGH CURB WHEN USING A 3' LONG RAMP, 4" HIGH CURB WHEN USING A 4' LONG RAMP.
 - ④ SEE SHEET 4 OF 6, TYPICAL SIDE TREATMENT OPTIONS, FOR DETAILS ON FLARES AND RETURNED CURBS, WHEN INITIAL LANDING IS AT FULL CURB HEIGHT.
 - ⑤ DETECTABLE WARNINGS MAY BE PART OF THE 4' X 4' MIN. LANDING AREA IF IT IS NOT FEASIBLE TO CONSTRUCT THE LANDING OUTSIDE OF THE DETECTABLE WARNING AREA.
 - ⑥ THE GRADE BREAK SHALL BE PERPENDICULAR TO THE BACK OF WALK. THIS WILL ENSURE THAT THE GRADE BREAK IS PERPENDICULAR TO THE DIRECTION OF TRAVEL. (TYPICAL FOR ALL)
 - ⑦ WHEN ADJACENT TO GRASS, GRADING SHALL ALWAYS BE USED WHEN FEASIBLE. V CURB, IF USED, SHALL BE PLACED OUTSIDE THE SIDEWALK LIMITS WHEN RIGHT OF WAY ALLOWS. WHEN ADJACENT TO PARKING LOTS, CONCRETE OR BITUMINOUS TAPERS SHOULD BE USED OVER V CURB TO REDUCE TRIPPING HAZARDS AND FACILITATE SNOW & ICE REMOVAL.
 - ⑧ A 7' MIN TOP RADIUS GRADE BREAK REQUIRED TO BE CONSTRUCTIBLE.
 - ⑨ PAVE FULL WALK WIDTH.
 - ⑩ "S" SLOPES ON FANS SHALL ONLY BE USED WHEN ALL OTHER FEASIBLE OPTIONS HAVE BEEN EVALUATED AND DEEMED IMPRACTICAL.

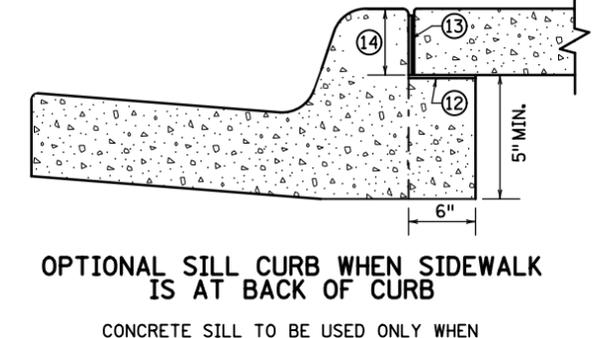
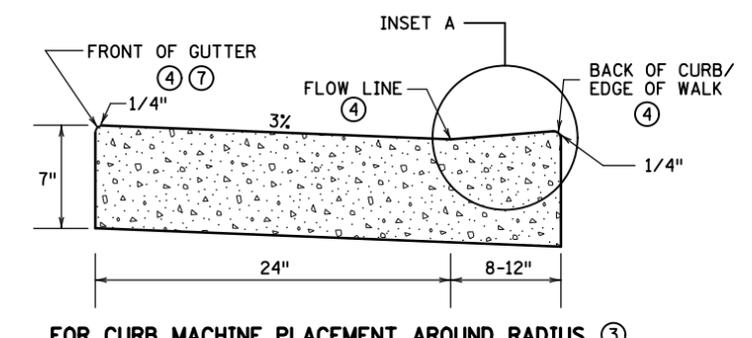
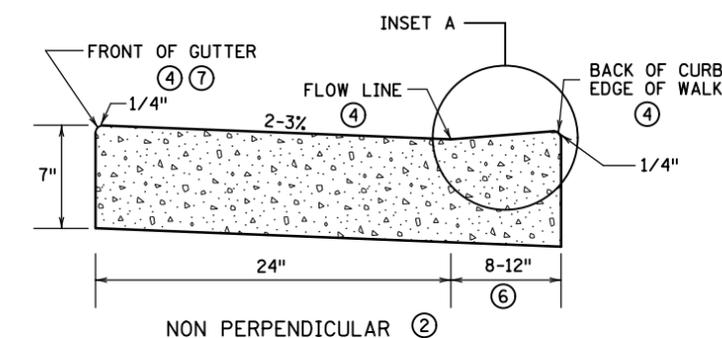
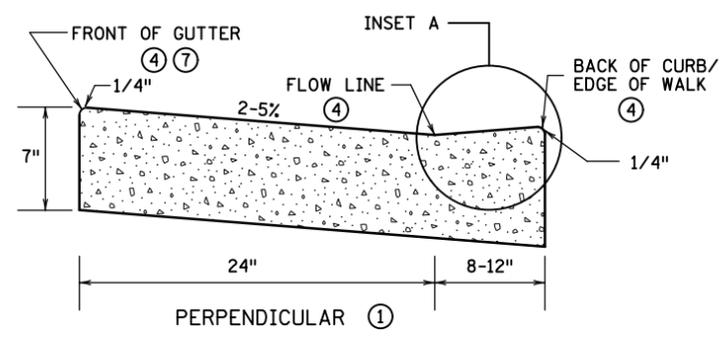
LEGEND	
THESE LONGITUDINAL SLOPE RANGES SHALL BE THE STARTING POINT. IF SITE CONDITIONS WARRANT, LONGITUDINAL SLOPES UP TO 8.3% OR FLATTER ARE ALLOWED.	
(S)	INDICATES PEDESTRIAN RAMP - SLOPE SHALL BE BETWEEN 5.0% MINIMUM AND 8.3% MAXIMUM IN THE DIRECTION SHOWN AND THE CROSS SLOPE SHALL NOT EXCEED 2.0%.
(F)	INDICATES PEDESTRIAN RAMP - SLOPE SHALL BE GREATER THAN 2.0% AND LESS THAN 5.0% IN THE DIRECTION SHOWN AND CROSS SLOPE SHALL NOT EXCEED 2.0%.
[Hatched Box]	LANDING AREA - 4' X 4' MIN. (5' X 5' MIN. PREFERRED) DIMENSIONS AND MAX 2.0% SLOPE IN ALL DIRECTIONS. LANDING SHALL BE FULL WIDTH OF INCOMING PAR.
X"	CURB HEIGHT

REVISION:
 APPROVED: JANUARY 23, 2017
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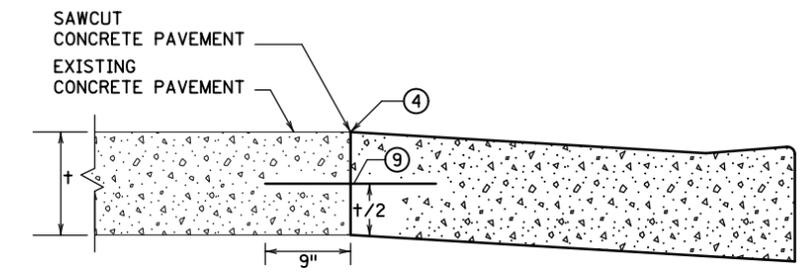
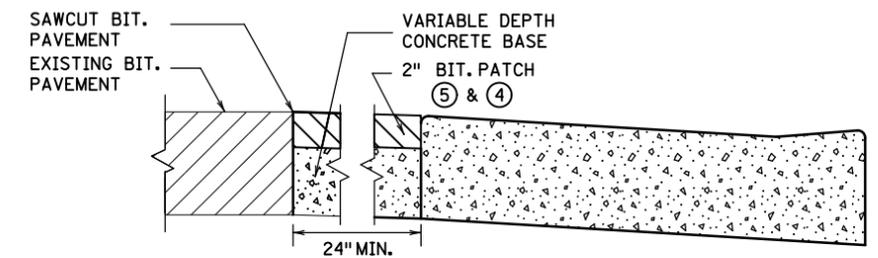
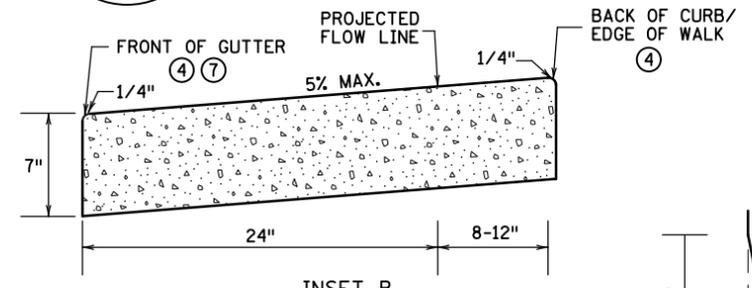
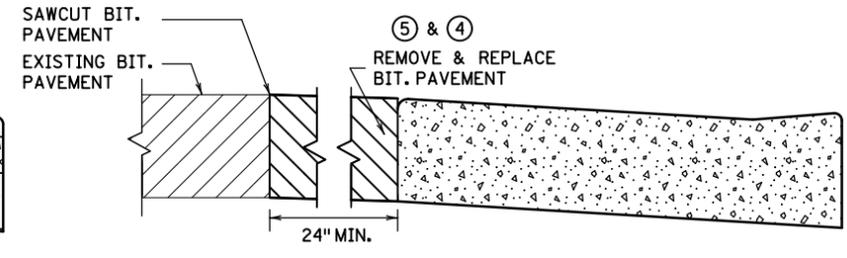
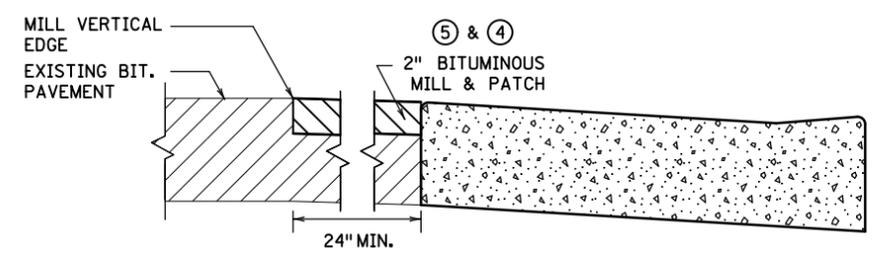
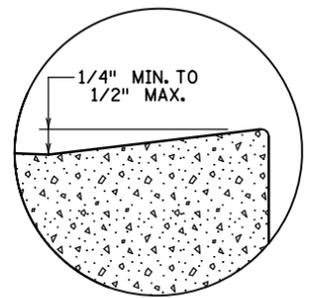
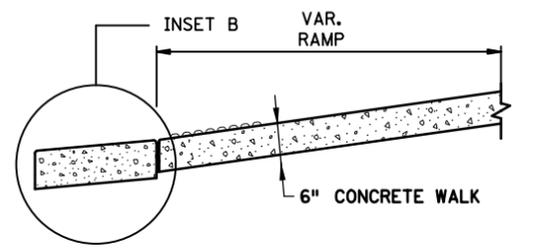
REVISED:
 APPROVED:
 1-23-2017
 STATE DESIGN ENGINEER

PEDESTRIAN CURB RAMP DETAILS
STANDARD PLAN 5-297.250
1 OF 6

DISTRICT #: DISTRICT *
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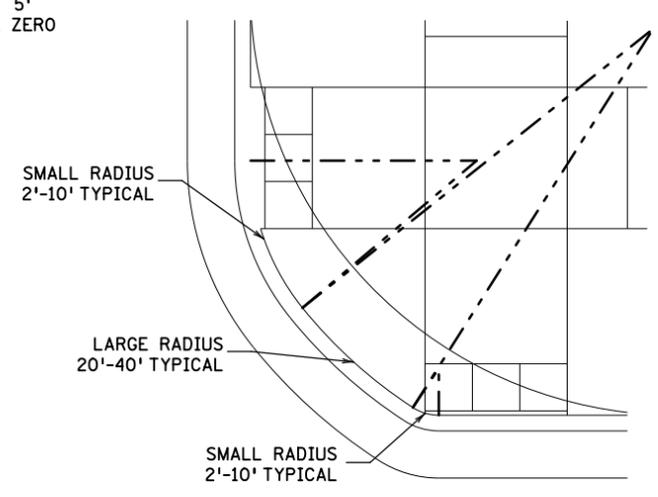
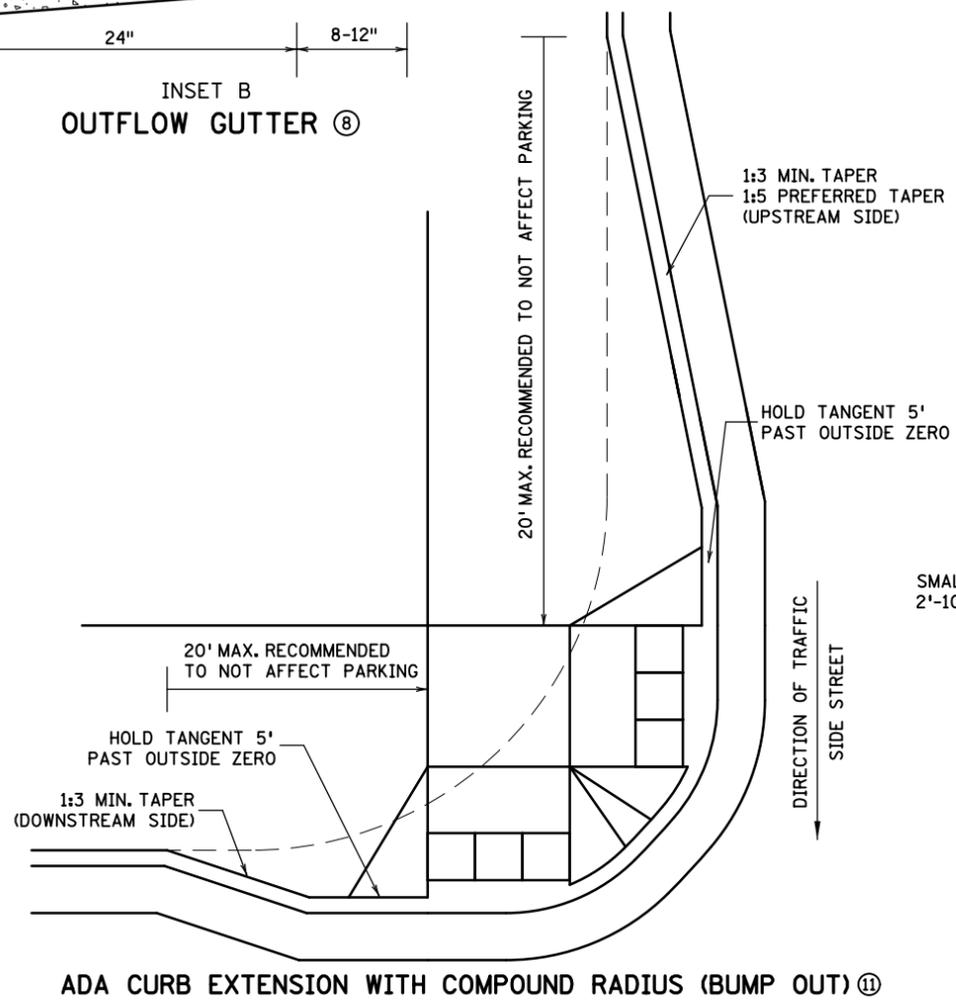
PEDESTRIAN ACCESS ROUTE CURB & GUTTER DETAIL



ONLY ALLOWED PER ENGINEER'S APPROVAL

PAVEMENT TREATMENT OPTIONS IN FRONT OF CURB & GUTTER
FOR USE ON CURB RAMP RETROFITS

- NOTES:**
- POSITIVE FLOW LINE DRAINAGE SHALL BE MAINTAINED THROUGH THE PEDESTRIAN ACCESS ROUTE (PAR) AT A 2% MAXIMUM. NO PONDING SHALL BE PRESENT IN THE PAR.
 - ANY VERTICAL LIP THAT OCCURS AT THE FLOW LINE SHALL NOT BE GREATER THAN 1/4 INCH.
 - ① FOR USE AT CURB CUTS WHERE THE PEDESTRIAN'S PATH OF TRAVEL IS ASSUMED PERPENDICULAR TO THE GUTTER FLOW LINE. RAMP TYPES INCLUDE: PERPENDICULAR, TIERED PERPENDICULAR, PARALLEL, AND DIAGONAL RAMPS.
 - ② FOR USE AT CURB RAMPS WHERE THE PEDESTRIAN'S PATH OF TRAVEL IS ASSUMED NON PERPENDICULAR TO THE GUTTER FLOW LINE. RAMP TYPES INCLUDE: FANS & DEPRESSED CORNERS.
 - ③ BEGIN GUTTER SLOPE TRANSITION 10' OUTSIDE OF ALL CURB RAMPS.
 - ④ THERE SHALL BE NO VERTICAL DISCONTINUITIES GREATER THAN 1/4".
 - ⑤ ELEVATION CHANGE TAKES PLACE FROM THE EXISTING TO NEW FRONT OF GUTTER. PATCH IS USED TO MATCH THE NEW GUTTER FACE INTO THE EXISTING ROADWAY.
 - ⑥ VARIABLE WIDTH FOR DIRECTIONAL CURB APPLICATIONS. SEE SHEET 2 FOR DIRECTIONAL CURB SLOPE REQUIREMENTS.
 - ⑦ TOP FRONT OF GUTTER SHALL BE CONSTRUCTED FLUSH WITH PROPOSED ADJACENT PAVEMENT ELEVATION. TOP 1.5" OF THE GUTTER FACE MUST BE A FORMED EDGE. PAR GUTTER SHALL NOT BE OVERLAID.
 - ⑧ SHOULD BE USED AT VERTICALLY CONSTRAINED AREAS WHEN AT A DRAINAGE HIGH POINT OR SUPER ELEVATED ROADWAY SEGMENTS.
 - ⑨ DRILL AND GROUT NO. 4 EPOXY-COATED 18" LONG TIE BARS AT 30" CENTER TO CENTER INTO EXISTING CONCRETE PAVEMENT 1" MINIMUM FROM ALL JOINTS.
 - ⑩ HELPS PROVIDE TWO SEPARATE RAMPS, REDUCES THE DOME SETBACK LENGTH AND MINIMIZES DIRECTIONAL CURB. THIS RADIUS DESIGN CLOSELY FOLLOWS THE TURNING VEHICLE PATH WHILE OPTIMIZING CURB RAMP LENGTH.
 - ⑪ CURB EXTENSIONS SHOULD BE USED IN VERTICALLY CONSTRAINED AREAS, USUALLY IN DOWNTOWN ROADWAY SEGMENTS WHERE ON-STREET PARKING IS AVAILABLE. CURB EXTENSIONS SHOULD BE CONSIDERED FOR APS INTERSECTIONS WHERE SPACE IS LIMITED. PUSH BUTTONS MUST MEET APS CRITERIA AS DESCRIBED IN THE PUSH BUTTON LOCATION DETAIL SHEET.
 - ⑫ PLACE BOND BREAKER BETWEEN WALK AND TOP OF SILL.
 - ⑬ 1/2" PREFORMED JOINT FILLER PER MNDOT SPEC. 3702.
 - ⑭ DIMENSION TO BE SAME AS SIDEWALK THICKNESS, 4" MIN.



COMBINED DIRECTIONAL (COMPOUND RADIUS) ⑩

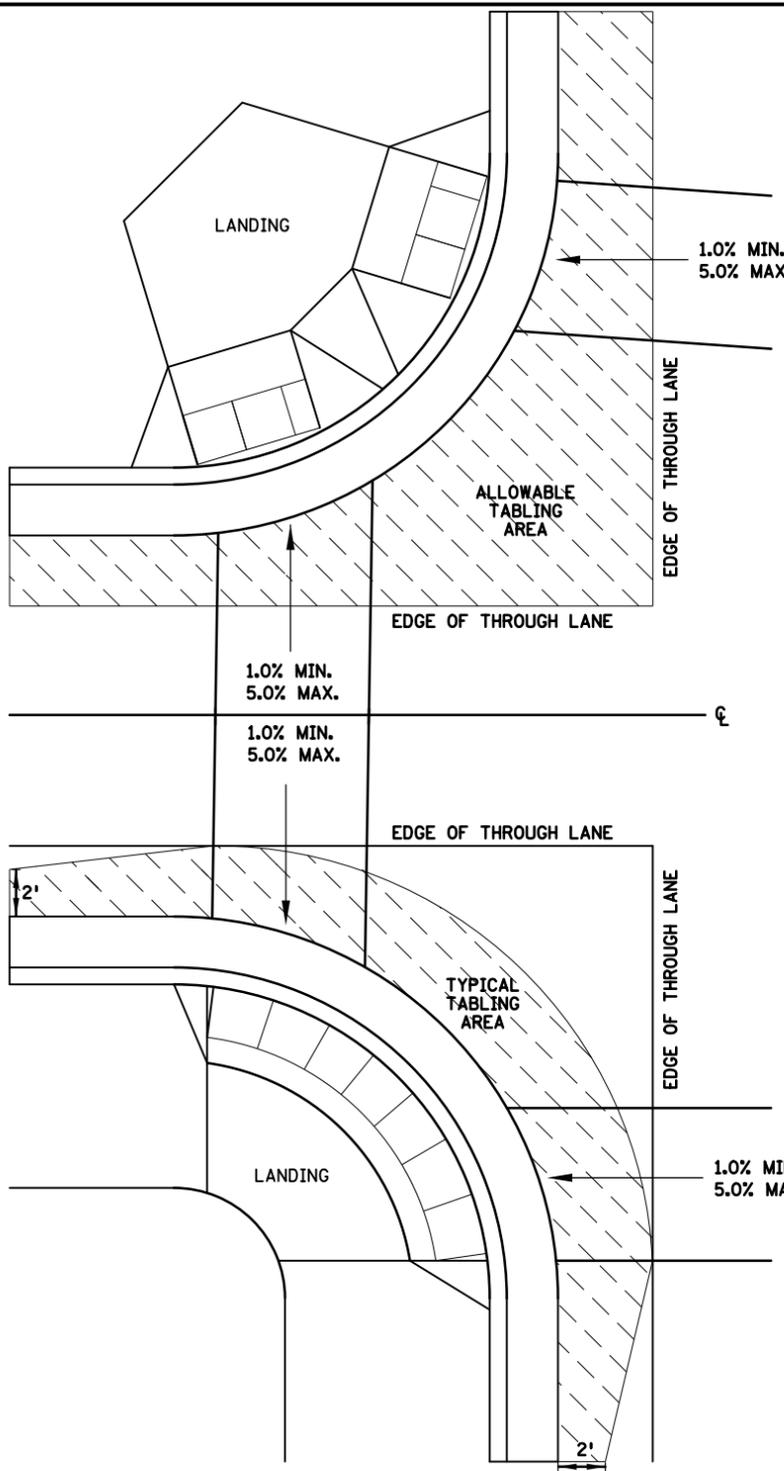
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 APPROVED: JANUARY 23, 2017
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DIRECTION OF TRAFFIC
 MAIN STREET

REVISED:
 APPROVED:
 1-23-2017
 STATE DESIGN ENGINEER

PEDESTRIAN CURB RAMP DETAILS
 STANDARD PLAN 5-297.250
 3 OF 6

DISTRICT #: DISTRICT *
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CURB LINE AND ROAD CROSSING ADJUSTMENTS

"TABLING" OF CROSSWALKS MEANS MAINTAINING LESS THAN 2% CROSS SLOPE WITHIN A CROSSWALK, IS REQUIRED WHEN A ROADWAY IS IN A STOP OR YIELD CONDITION AND THE PROJECT SCOPE ALLOWS.

RECONSTRUCTION PROJECTS: ON FULL PAVEMENT REPLACEMENT PROJECTS "TABLING" OF ENTIRE CROSSWALK SHALL OCCUR WHEN FEASIBLE.

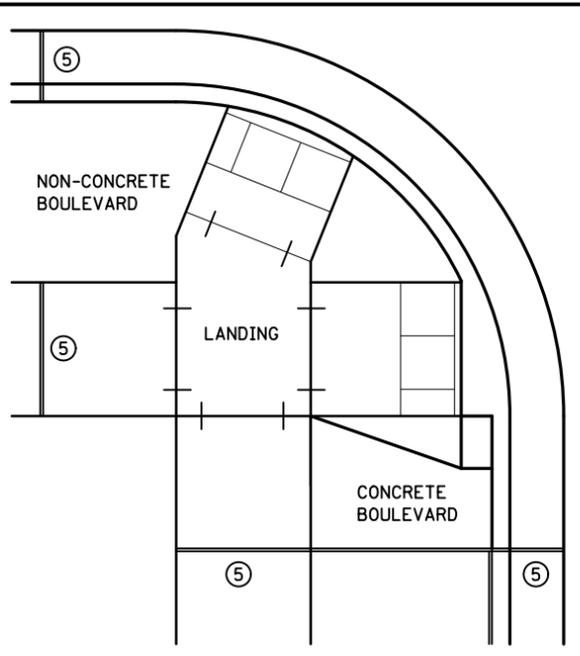
MILL & OVERLAY PROJECTS: "TABLING" OF FLOW LINES, IN FRONT OF THE PEDESTRIAN RAMP, IS REQUIRED WHEN THE EXISTING FLOW LINE IS GREATER THAN 2%. WARPING OF THE BITUMINOUS PAVEMENT CAN NOT EXTEND INTO THE THROUGH LANE. TABLE THE FLOW LINE TO 2% OR AS MUCH AS POSSIBLE WHILE ADHERING TO THE FOLLOWING CRITERIA:

- 1) 1.0% MIN. CROSS-SLOPE OF THE ROAD
- 2) 5.0% MAX. CROSS-SLOPE OF THE ROAD
- 3) "TABLE" FLOW LINE UP TO 4% CHANGE FROM EXISTING SLOPE IN FRONT OF PEDESTRIAN RAMP
- 4) UP TO 2% CHANGE IN FLOW LINE FROM EXISTING SLOPE BEYOND THE PEDESTRIAN CURB RAMP

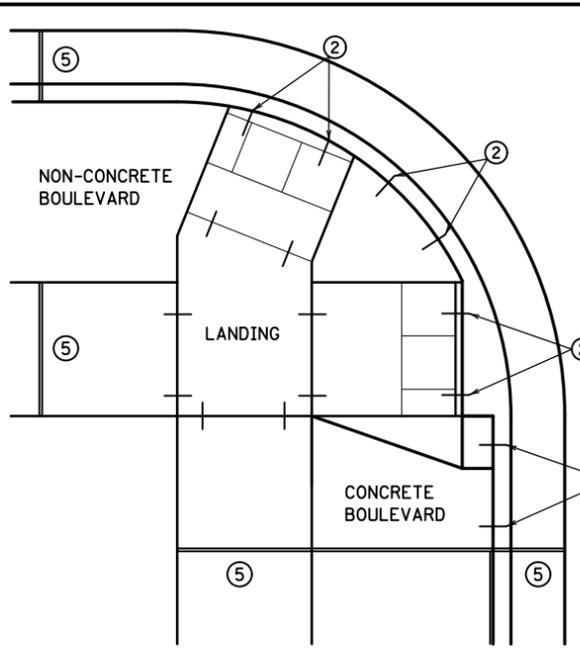
STAND-ALONE ADA RETROFITS: FOLLOW MILL & OVERLAY CRITERIA ABOVE HOWEVER ALL PAVEMENT WARPING IS DONE WITH BITUMINOUS PATCHING ON BITUMINOUS ROADWAYS AND FULL-DEPTH APRON REPLACEMENT ON CONCRETE ROADWAYS.

RAISING OF CURB LINES SHOULD OCCUR IN VERTICALLY CONSTRAINED AREAS. RAISE THE CURB LINES ENOUGH TO ALLOW COMPLIANT RAMPS OR AS MUCH AS POSSIBLE WHILE ADHERING TO THE FOLLOWING CRITERIA:

- 1) 1.0% MIN. AND 5.0% MAXIMUM CROSS-SLOPE OF THE ROAD
- 2) 1.0% MIN. FLOW LINE (ON EITHER SIDE OF PEDESTRIAN RAMP) TO MAINTAIN POSITIVE DRAINAGE
- 3) 5.0% RECOMMENDED MAX. FLOW LINE
- 4) LONGITUDINAL THROUGH LANE ROADWAY TAPERS SHOULD BE 1" VERTICAL PER 15' HORIZONTAL



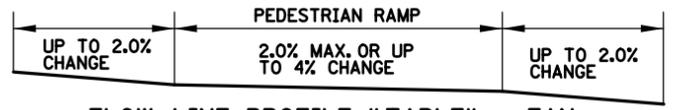
EXPANSION MATERIAL PLACEMENT FOR CONCRETE AND BITUMINOUS ROADWAYS



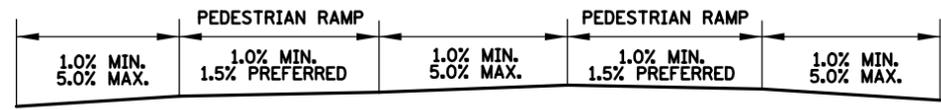
OPTIONAL CURB LINE REINFORCEMENT PLACEMENT ON BITUMINOUS ROADWAYS



FLOW LINE PROFILE "TABLE" - TWIN PERPENDICULARS



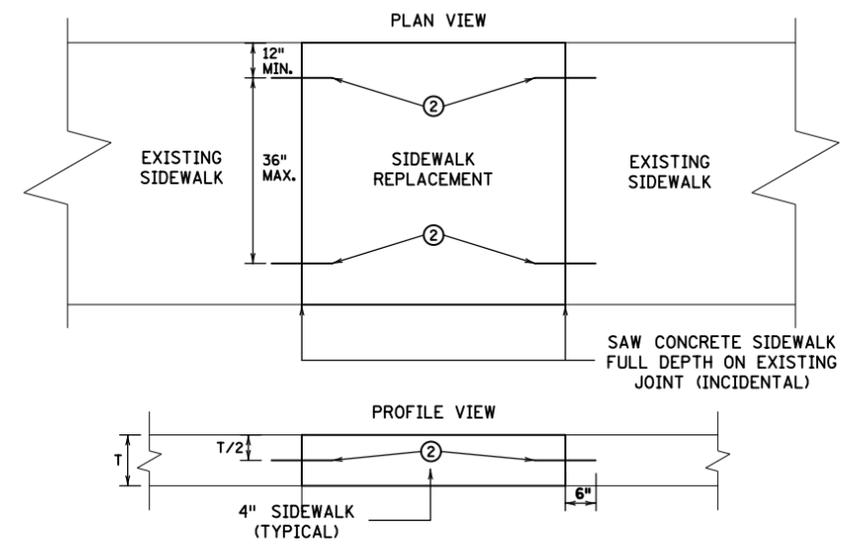
FLOW LINE PROFILE "TABLE" - FAN



FLOW LINE PROFILE RAISE - TWIN PERPENDICULARS

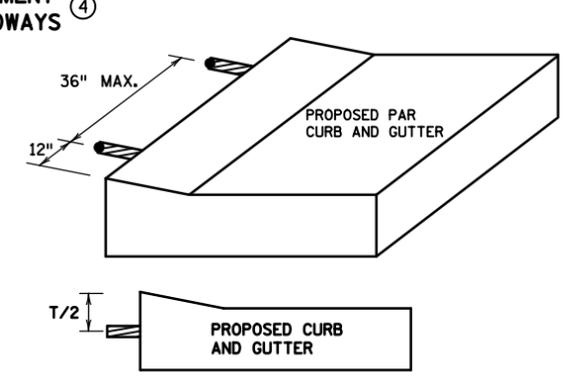


FLOW LINE PROFILE RAISE - FAN

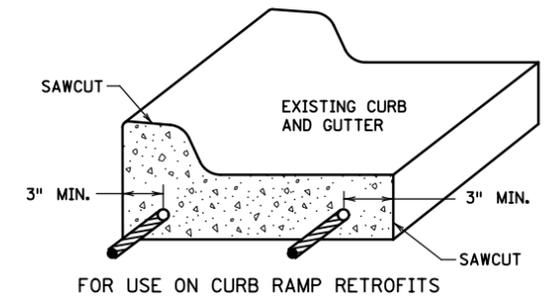


OPTIONAL SIDEWALK REINFORCEMENT

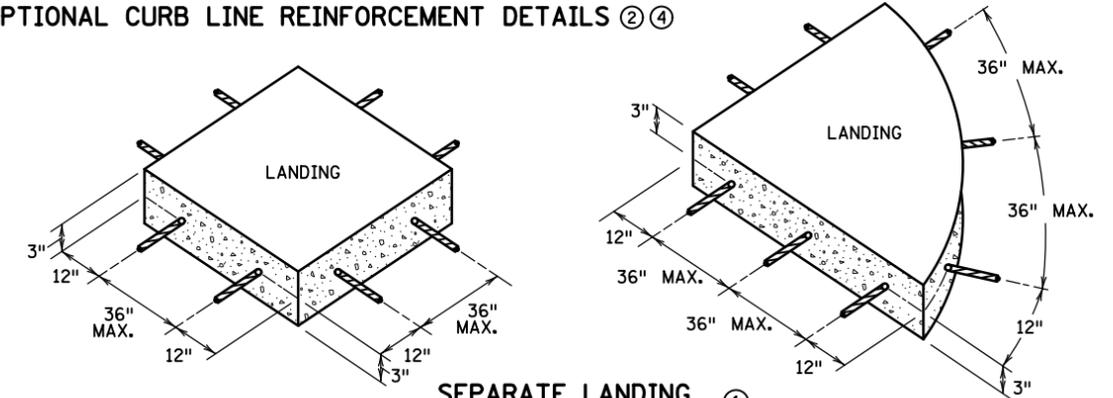
SIDEWALK REINFORCEMENT TO BE USED ONLY WHEN SPECIFIED IN THE PLAN.



OPTIONAL CURB LINE REINFORCEMENT DETAILS



CURB AND GUTTER REINFORCEMENT



SEPARATE LANDING POUR REINFORCEMENT

NOTES:

- 1) TO ENSURE RAMPS AND LANDINGS ARE PROPERLY CONSTRUCTED, ALL INITIAL LANDINGS AT A TOP OF A RAMPED SURFACE (RUNNING SLOPE GREATER THAN 2%) SHALL BE FORMED AND PLACED SEPARATELY IN AN INDEPENDENT CONCRETE POUR. FOLLOW SIDEWALK REINFORCEMENT DETAILS ON THIS SHEET FOR ALL SEPARATELY POURED INITIAL LANDINGS.
- 2) DRILL AND GROUT NO. 4 12" LONG REINFORCEMENT BARS AT 36" MAXIMUM CENTER TO CENTER (EPOXY COATED). BARS TO BE ADJUSTED TO MATCH RAMP GRADE.
- 3) DRILL AND GROUT 2 - NO. 4 X 12" LONG REINFORCEMENT BARS (EPOXY COATED). REINFORCEMENT REQUIRED FOR ALL CONSTRUCTION JOINTS WITHIN RADIUS.
- 4) THIS OPTIONAL CURB LINE REINFORCEMENT DETAIL SHOULD ONLY BE USED ON BITUMINOUS ROADWAYS WHEN SPECIFIED IN THE PLAN.
- 5) 1/2 IN. PREFORMED JOINT FILLER MATERIAL PER MNDOT SPEC. 3702.

REVISION:
 APPROVED: JANUARY 23, 2017
 OPERATIONS ENGINEER

REVISION:
 APPROVED: 1-23-2017
 STATE DESIGN ENGINEER

PEDESTRIAN CURB RAMP DETAILS
STANDARD PLAN 5-297.250
6 OF 6



SCOTT COUNTY COMMUNITY SERVICES DIVISION

HIGHWAY DEPARTMENT · 600 COUNTRY TRAIL EAST · JORDAN, MN 55352-9339
(952) 496-8346 · Fax: (952) 496-8365 · www.co.scott.mn.us

March 1, 2018

Renee Christianson
City of Elko New Market
601 Main Street
P.O. Box 99
Elko New Market, MN 55054

**RE: Preliminary Plat, Barsness Property
CH 2 and CH 91**

Dear Renee:

We have reviewed the Preliminary Plat offer the following comments:

- ◆ The proposed accesses onto CH 2 and CH 91 are required to be public streets. The plans submitted show small right-of-way street stubs, but it is unclear how these short public right-of-way stubs will be maintained by the public as a public street.
- ◆ Any permitted access would require turn lanes to be constructed. A right turn lane on CH 2 and both a right and left turn lane are required on CH 91. The plans do not show turn lanes on the County roadways.
- ◆ There is a current project to construct a roundabout at the intersection of CH 2 and CH 91 programmed in 2020. The developer is required to construct turn lanes for their accesses as part of their development. The turn lane requirements should be acknowledged on the plans. Any development agreement should clearly define the construction cost responsibilities of turn lanes on the County roadways.
- ◆ The proposed drive aisle with heavy duty pavement should have no parking along it to reduce conflicts and increase safety, or at a minimum no parking 300 feet from any County road connection.
- ◆ The proposed plan shows expanding the County pond for the development's stormwater. No updated stormwater information was submitted with this current site plan/plat. At this time the County would not permit this proposed stormwater ponding concept until current stormwater information is provided, reviewed, and approved by the County. With the development's stormwater proposed to be added to the County's pond, the City will be responsible for maintenance of the entire joint development/County pond.
- ◆ The proposed trail on the site plans is shown "by others". Is the City requiring the developer to construct the trail or is the City agreeing to pay for the construction of the trail for the developer? Normally the County would request trails be installed by the developer.
- ◆ Any work within the County right-of-way shall require a County permit.

Thank you for the opportunity to comment. If you have any questions, please feel free to contact me.

Sincerely,

Craig Jenson
Transportation Planner

**Proposed Barsness Commercial Development
Aerial Overlay With Conceptual Roundabout Design**



Preliminary Roundabout Design
DRAFT - January 2018





601 Main Street
Elko New Market, MN 55054
phone: 952-461-2777 fax: 952-461-2782

MEMORANDUM

TO: PLANNING COMMISSION
CC JIM CONNELLY, APPRO DEVELOPMENT
FROM: RENEE CHRISTIANSON, COMMUNITY DEVELOPMENT SPECIALIST
REQUEST: REVIEW OF CONCEPT PLANS FOR ADELMANN PROPERTIES
DATE: APRIL 24, 2018

Background / History

The Adelmans family owns several properties on the west side of the I-35 / CR 2 interchange, as depicted on the attached drawing. The area on the north side of Co Rd 2 contains approximately 191.71 acres and the area on the south side contains approximately 50.92 acres (source: Scott County GIS). The properties are currently guided by the City's 2030 Comprehensive Plan to primarily commercial and some residential (see attached map).

In the spring of 2017 the City was the conduit for grant funding from the Scott County CDA which will provide funding to the Adelmans family for preparation of concept development plans for their properties. The Adelmans have engaged Appro Development from Lakeville to assist them with the project. One major component to developing concept plans for the property was to come to an agreement with the City regarding future land uses for the property. The ownership group and their consultants felt that there was an excessive amount of commercial land currently guided near the interchange, and that there was a need for additional business/limited industrial park land and less commercial land. Following several discussions with the Planning Commission and City staff regarding this topic, there has been a consensus by the ownership group, the City's Planning Commission and City Council regarding future (2040) land use designations.

With agreed upon future land use designations the Adelmans have now developed a draft layout for the property. The three attached drawings depict how roads, buildings, parking areas, stormwater ponds, greenspace/woods, and trails could be laid out, but do not show potential property lines. It is important to keep in mind that this is a high level concept plan at this time and without specific zoning designations and lot information it is impossible to complete a more detailed review of the plan. That said, the Adelmans are seeking feedback from the Planning Commission and City Council regarding the layout.

This exercise, and the grant funding from the Scott County CDA, are intended to complete tasks that move commercial and industrial properties closer to development. Having some agreement as to possible layouts will help in marketing the property.

History

In 2007 the City and Adelmans entered into a Memorandum of Understanding (MOU) regarding future development of the (north) property. The MOU outlined tasks that needed to be completed before the development of the property, including:

- ✓ Extension of the Metropolitan Council Sanitary Sewer Interceptor
- Development of a concept plan for the property for review by the City
- ✓ An Orderly Annexation Agreement between the City and the Town
- ✓ Completion of an Interchange Design Study by County and City
- ✓ Update of the City's 2030 Comprehensive Plan
- Completion of an AUAR (environmental study) by the Adelmans
- ✓ City and Adelmans entering into a Pre-development Agreement prior to Annexation
- Annexation
- Adelmans placing escrow funds with the City for City costs

In 2012 the City and Township reached an agreement regarding annexation of the (north) property, and an Orderly Annexation Agreement (OAA) approved by the City and Town. The agreement outlines that the property can be annexed by the City by adoption of a resolution, upon the following:

- Property owner application for annexation
- Execution of a pre-development agreement by the City and the property owner, and
- The City determining that the proposal does not constitute a premature subdivision

Since the time of the above agreements (MOU & OAA) a number of items have occurred including:

- Extension of the Metropolitan Council Sanitary Sewer Interceptor (2010)
- Completion the City's 2030 Comprehensive Plan (2010)
- Study of the future interchange design (attached) and agreement by government agencies (2016)

Marketing

The Adelmans have been working with Bruce Rydeen of Cerron Commercial Properties to market the property, which has now been marketed for many years. Since the time the City began working with the Adelmans family in 2006 the economy has changed greatly, with the Country experiencing a recession and the fairly significant shift in the retail market due to the onset of internet shopping. Due to some of these factors some early concept plans developed for the property are being reevaluated/redesigned.

Staff Comments/Recommendation:

Staff will provide additional feedback regarding the proposed layouts at the April 24th Planning Commission meeting.

Attachments:

Location Map
2030 Land Use Designations
DRAFT 2040 Land Use Map
Overall Site Plan dated April 5, 2018
Northern Site Plan dated April 5, 2018
Southern Site Plan dated April 5, 2018
Adelmans Property Land Use Discussion
Page 2 of 4
April 24, 2017



North property, view looking northwest



North property, view looking northeast



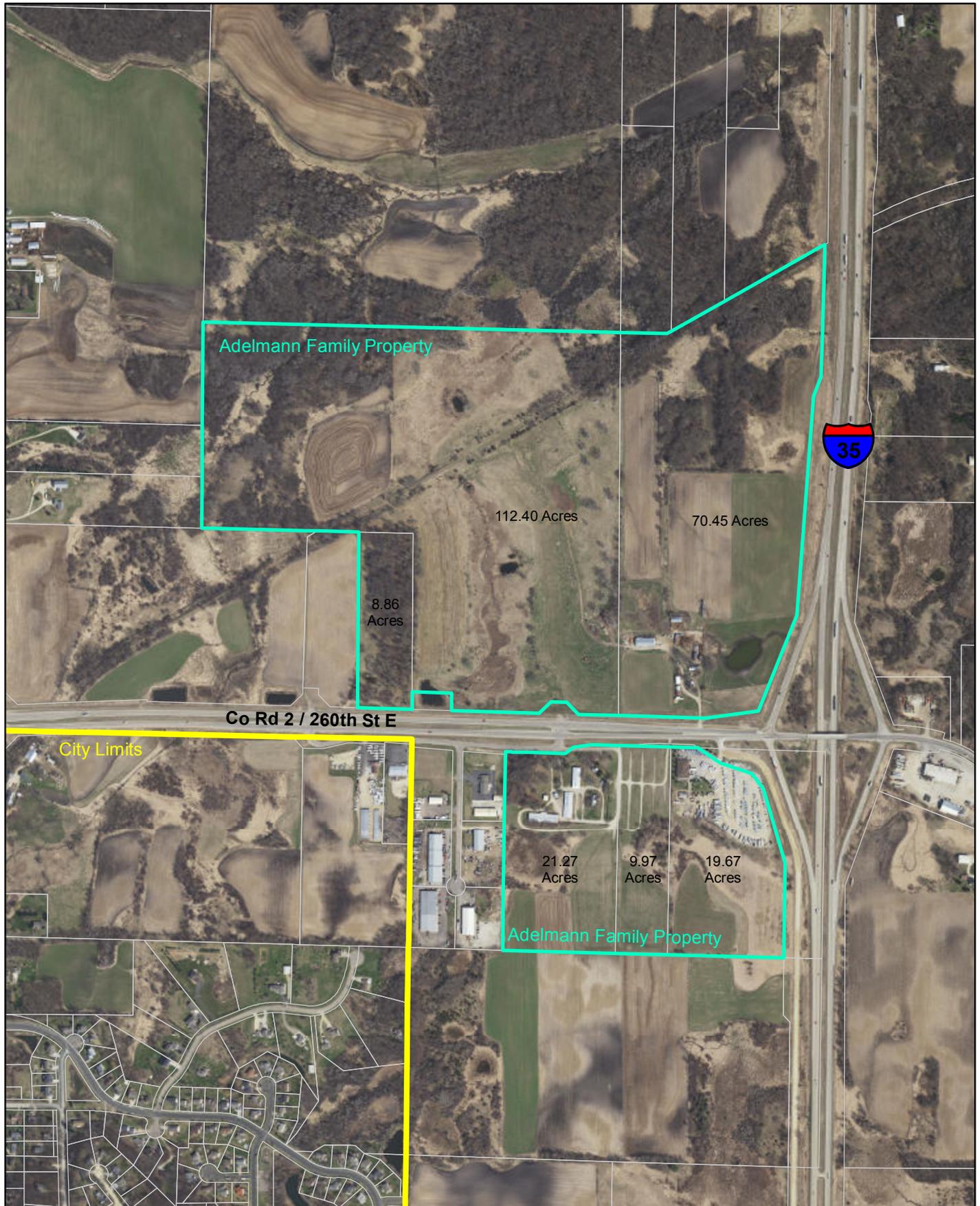
South property, view looking southeast



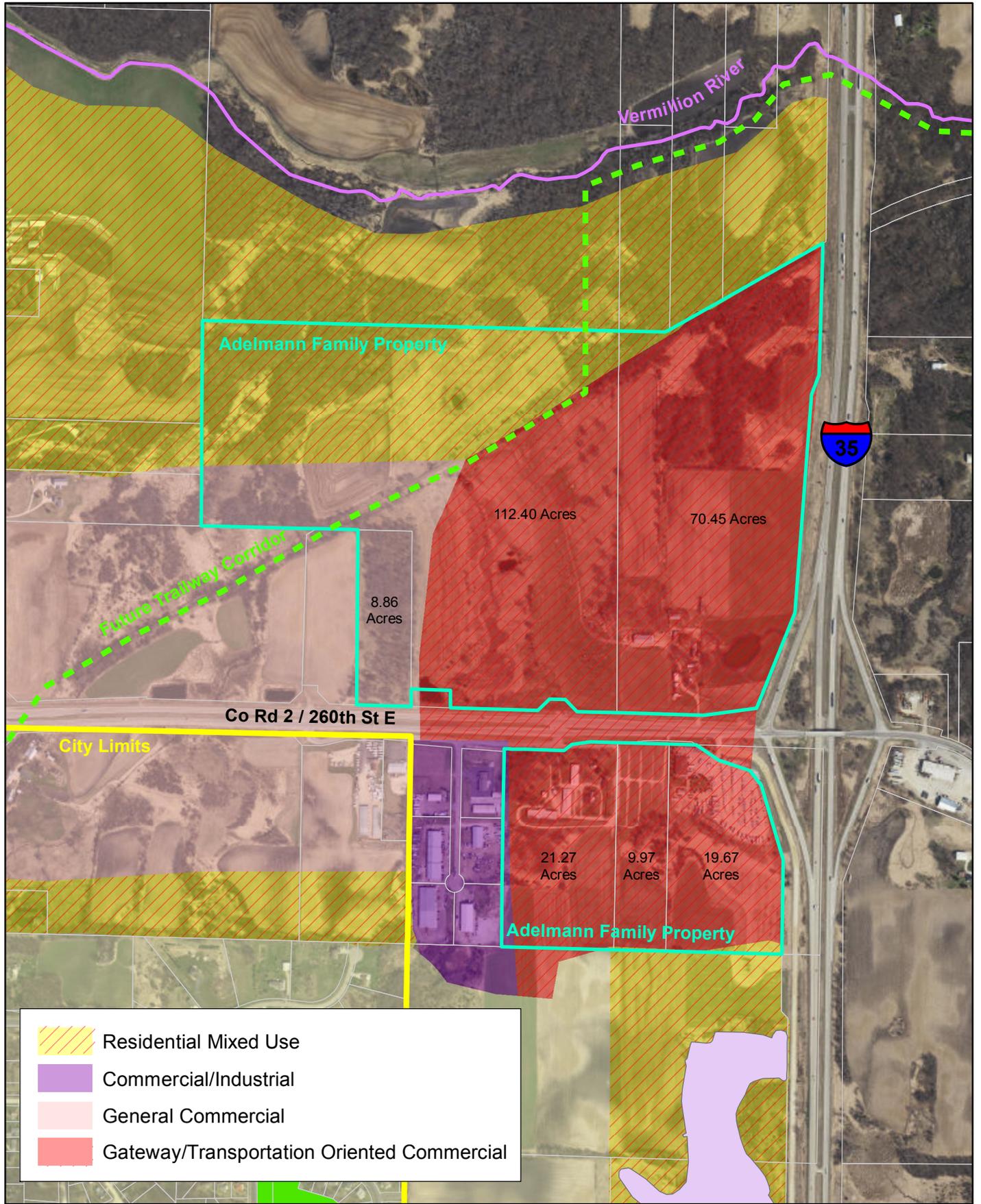
South property, view looking southeast



Adelmann Family Properties

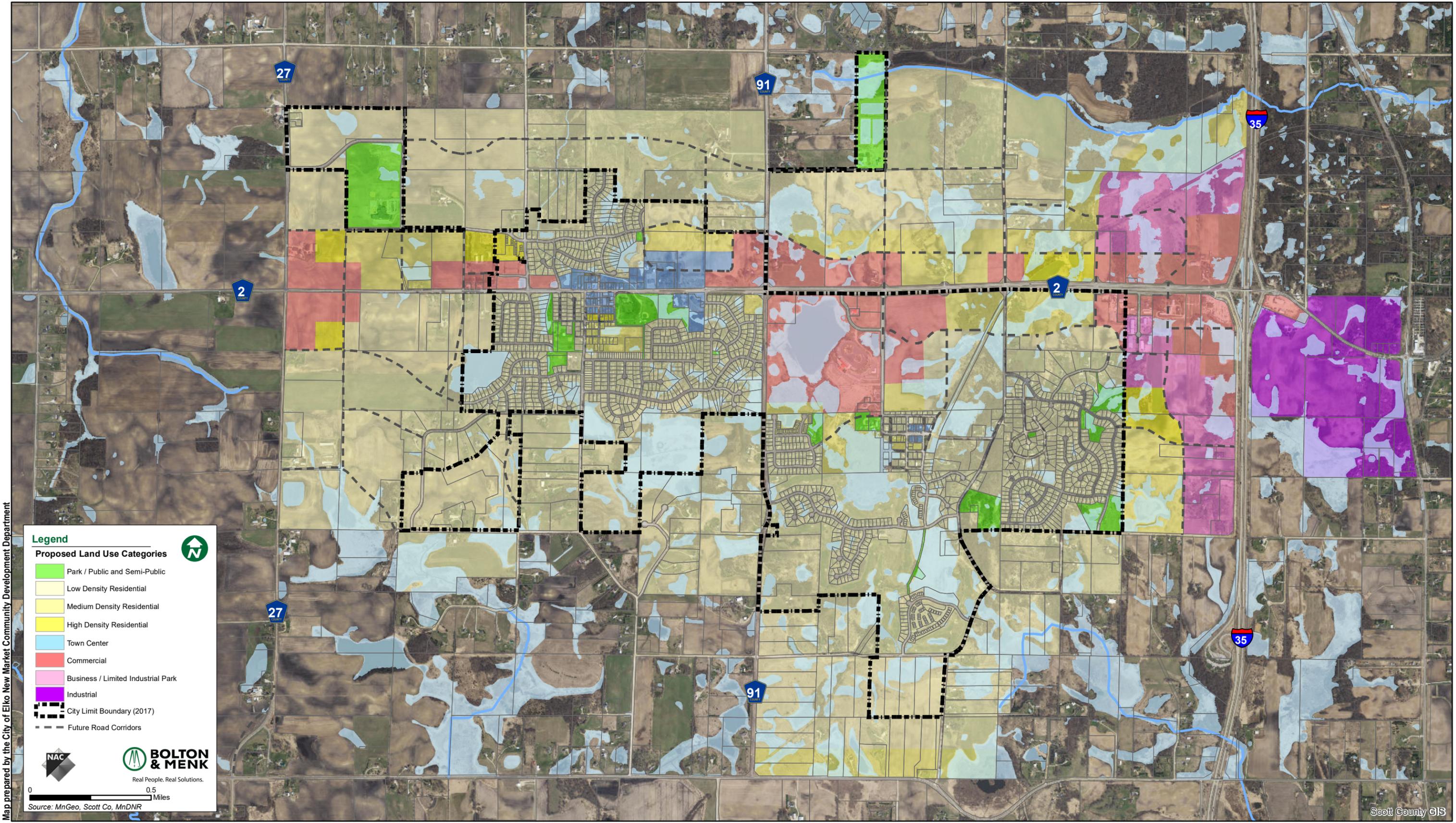


Adelmann Family Properties 2030 Comp Plan Designations



	Residential Mixed Use
	Commercial/Industrial
	General Commercial
	Gateway/Transportation Oriented Commercial





Legend

Proposed Land Use Categories

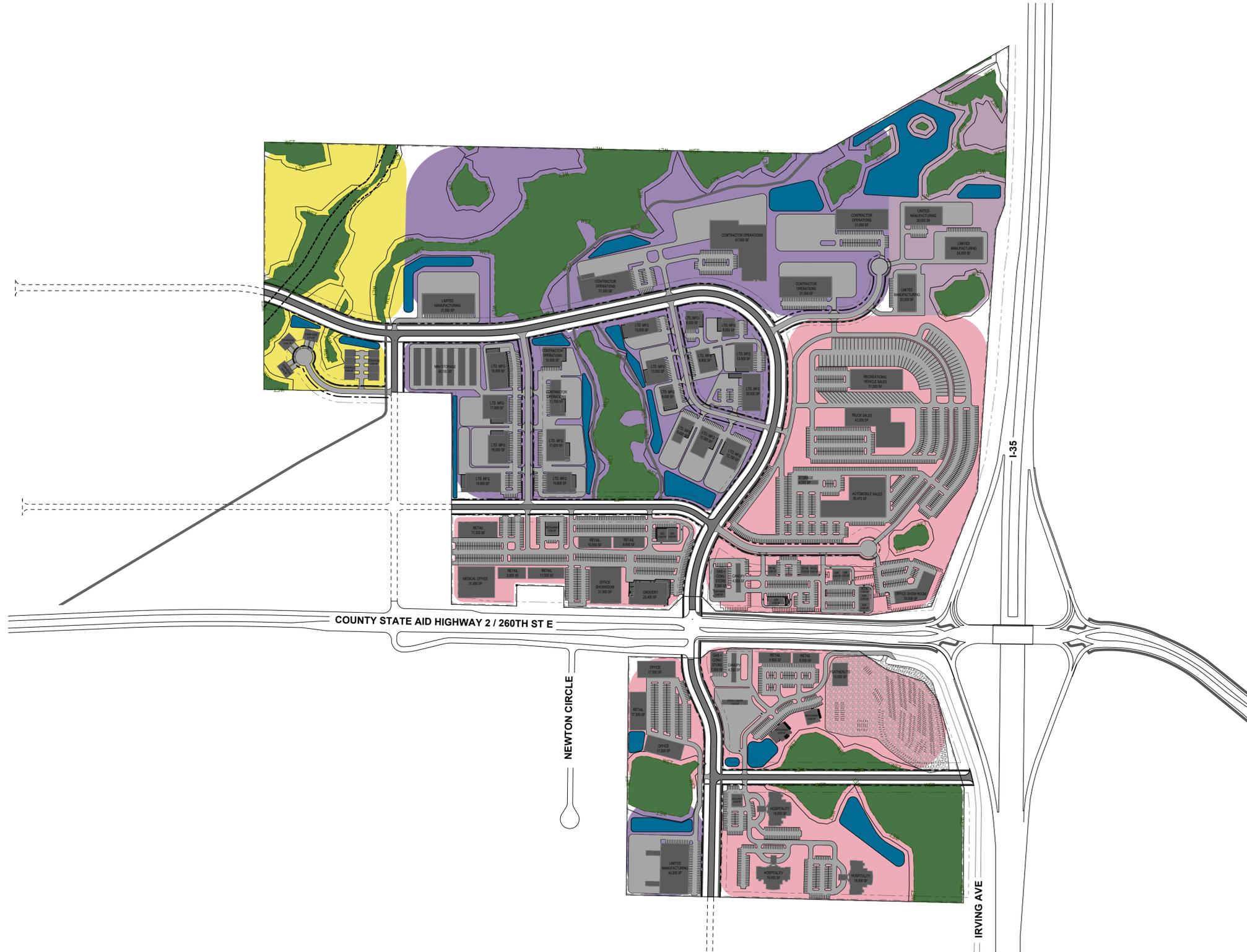
- Park / Public and Semi-Public
- Low Density Residential
- Medium Density Residential
- High Density Residential
- Town Center
- Commercial
- Business / Limited Industrial Park
- Industrial
- City Limit Boundary (2017)
- Future Road Corridors

BOLTON & MENK
 Real People. Real Solutions.

0 0.5 Miles

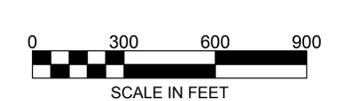
Source: MnGeo, Scott Co, MnDNR

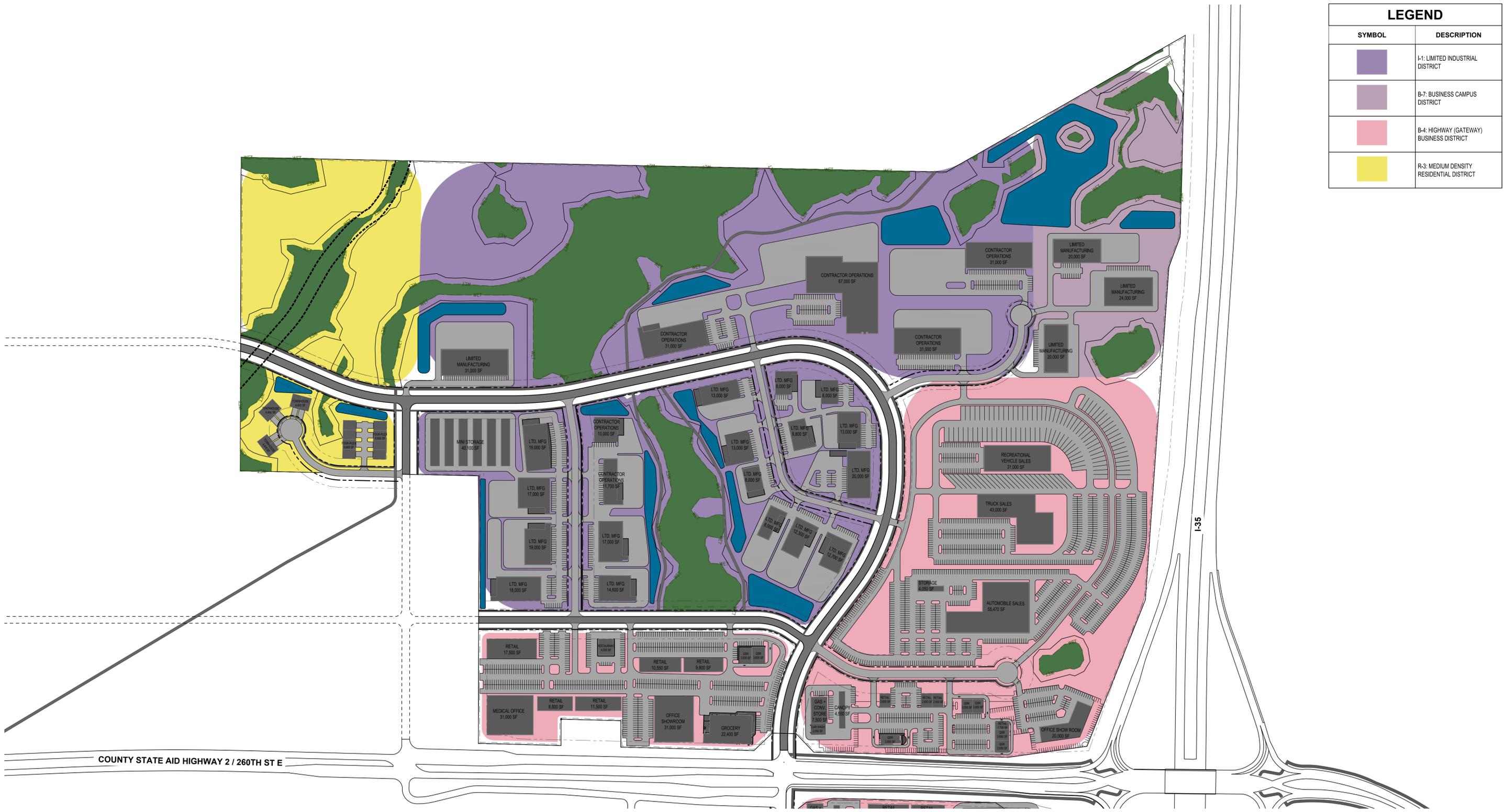
Map prepared by the City of Elko New Market Community Development Department



LEGEND	
SYMBOL	DESCRIPTION
	I-1: LIMITED INDUSTRIAL DISTRICT
	B-7: BUSINESS CAMPUS DISTRICT
	B-4: HIGHWAY (GATEWAY) BUSINESS DISTRICT
	R-3: MEDIUM DENSITY RESIDENTIAL DISTRICT

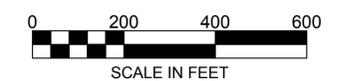
OVERALL SITE PLAN

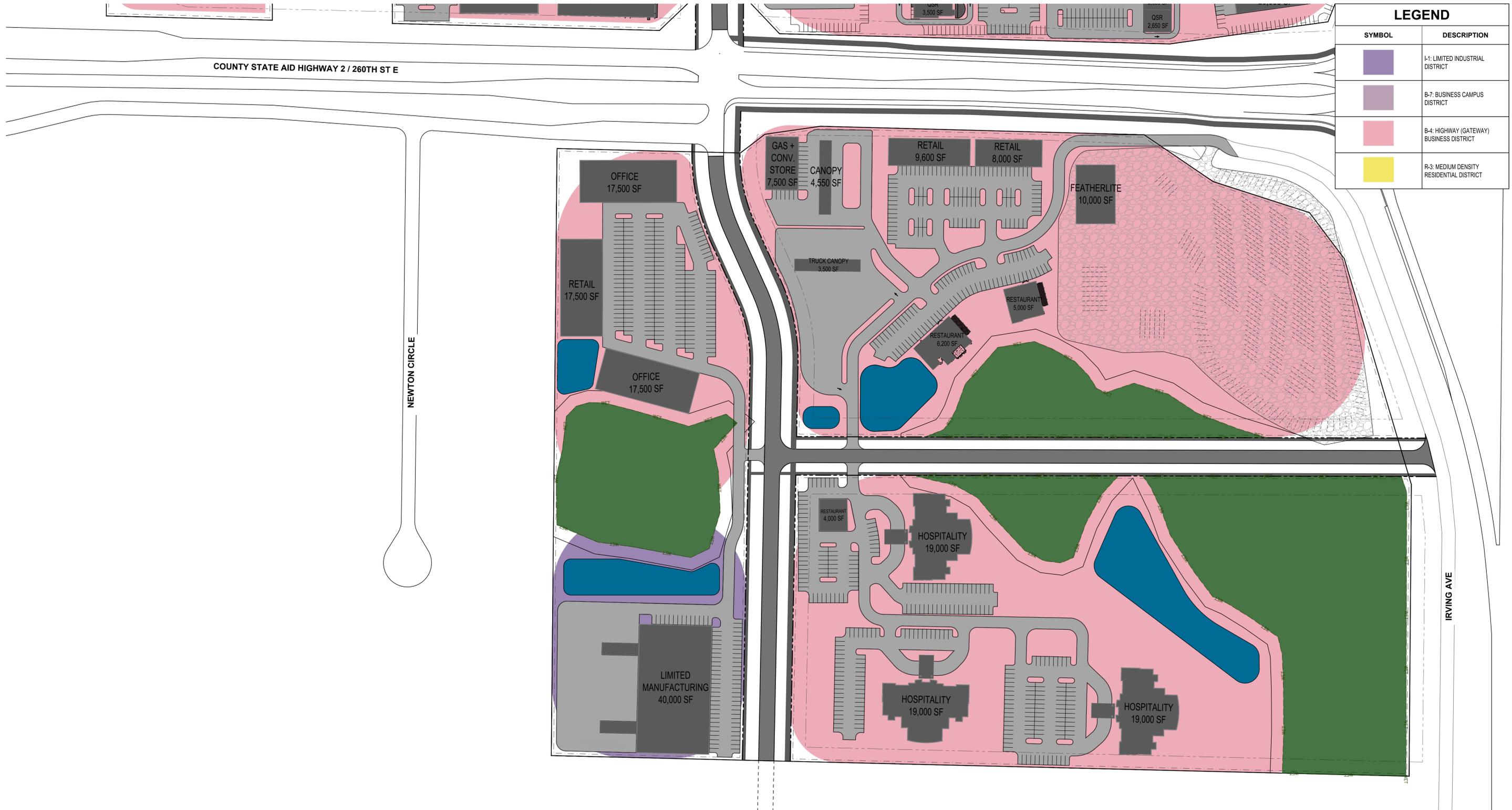




LEGEND	
SYMBOL	DESCRIPTION
	I-1: LIMITED INDUSTRIAL DISTRICT
	B-7: BUSINESS CAMPUS DISTRICT
	B-4: HIGHWAY (GATEWAY) BUSINESS DISTRICT
	R-3: MEDIUM DENSITY RESIDENTIAL DISTRICT

NORTHERN SITE PLAN





LEGEND	
SYMBOL	DESCRIPTION
	I-1: LIMITED INDUSTRIAL DISTRICT
	B-7: BUSINESS CAMPUS DISTRICT
	B-4: HIGHWAY (GATEWAY) BUSINESS DISTRICT
	R-3: MEDIUM DENSITY RESIDENTIAL DISTRICT

SOUTHERN SITE PLAN





601 Main Street
Elko New Market, MN 55054
phone: 952-461-2777 fax: 952-461-2782

MEMORANDUM

TO: PLANNING COMMISSION
FROM: RENEE CHRISTIANSON, COMMUNITY DEVELOPMENT SPECIALIST
BOB KIRMIS, CONSULTING CITY PLANNER
RE: DRAFT AMENDMENT TO SECTION 11-2-2 OF THE CITY CODE /
ZONING ORDINANCE PERTAINING TO THE DEFINITION OF
“COMMERCIAL VEHICLE”
DATE: APRIL 24, 2018

Background / History

At the Planning Commission’s March 6, 2018 meeting, the Commission recommended approval of a City Code / Zoning Ordinance amendment which corrected an inconsistency which existed in the Ordinance regarding the regulation of commercial vehicle parking in residential zoning districts. At the time of amendment consideration, Section 11-8-3 of the City Code prohibited the parking of all commercial vehicles, both Class I and Class II vehicles, on all residentially-zoned lots. Definitions of Class I and Class II commercial vehicles are provided below:

Class I: Vehicles with a gross vehicle weight rating (GVWR) of more than eighteen thousand (18,000) pounds, or any of the following types of vehicles regardless of weight, including, but not limited to: semitrailers, the tractor portion of semi-trucks, garbage trucks, tank trucks, dump trucks, flatbed trucks, tow trucks, cattle trucks, coach buses or school buses designed to carry more than twenty (20) persons or any similar vehicle.

Class II: All vehicles other than class I commercial vehicles including pickup trucks, vans, trailers and school buses designed to carry twenty (20) persons or less. Vehicles shall also be eight feet (8') in height or under, a maximum of twenty-four feet (24') in length and no more than eighteen thousand (18,000) pounds.

The amendment considered by the Planning Commission (and recommended for approval) incorporated the following Ordinance changes:

1. The parking of Class 1 commercial vehicles in residential zoning districts be prohibited.
2. An allowance be made for the parking of up to two Class II commercial vehicles residential zoning districts
3. Commercial vehicle parking (storage) which is afforded “grandfather rights” be allowed via a one-time registration rather than annual permit as presently required by the Ordinance.

At their April 12, 2018 meeting, the City Council approved the described amendment with the changes as recommended by the Planning Commission.

While not part of the amendment under formal consideration (or referenced in the public hearing notice), the Planning Commission discussed the possibility of reviewing the definitions of Class I and Class II commercial vehicles at some future point (to possibly reference gross vehicles weight rating rather than by type). The Commission concluded that the commercial vehicle definition issue should be considered at a future Planning Commission meeting when a full Commission is present. With full Planning Commission attendance expected at the April meeting, the topic is being placed on the agenda and a draft Ordinance amendment has been prepared for informal consideration by the Commission, should the Commission decide to go that route.

Research

The City’s present definition of a Class I commercial vehicle refers to a vehicle having a gross vehicle weight rating of 18,000 pounds, and further defines a Class I commercial vehicle to include all semitrailers, the tractor portion of semi-trucks, garbage trucks, tank trucks, dump trucks, flatbed trucks, tow trucks, cattle trucks, coach buses or school buses designed to carry more than twenty (20) persons or any similar vehicle, regardless of their GVWR. By also cross-referencing the existing definition of a Class II vehicle, it can also be concluded that a Class I commercial vehicle is also considered any vehicle greater than eight feet in height and twenty-four feet in length.

It is worthwhile to examine the physical limits placed upon commercial vehicles by other area communities. The following is a summary of Planning Staff’s research in this regard pertaining to cities which regulate commercial vehicle parking by physical characteristics:

City	Commercial Vehicle Parking Prohibition Thresholds in Residential Zoning Districts
Apple Valley	Commercial vehicles over 1 ton
Belle Plaine	Commercial vehicles having a GVWR over 9,000 pounds
Bloomington	Commercial vehicles which are greater than 8 feet in height or 22 feet in length
Burnsville	Commercial vehicles which exceed a length of 22 feet
Jordan	Commercial vehicles which exceed a capacity of 1.5 tons
Lakeville	Commercial vehicles which are greater than 8 feet in height or 22 feet in length
Lonsdale	Commercial vehicles having a GVWR over 19,500 pounds
Prior Lake	Commercial vehicles having a GVWR over 9,000 pounds or more than 22 feet in length
Savage	Commercial vehicles having a GVWR over 10,000 pounds or more than 22’ in length
Shakopee	Commercial vehicles which exceed a capacity of 1.5 tons

Note - “GVWR” refers to gross vehicle weight rating

As shown in the table above, a range of vehicle weights and sizes are applied to commercial vehicles which are not allowed to be parked in residential zoning districts. Specifically, a range exists from one ton applied by the City of Apple Valley – to greater than 22’ in length applied by the City of Burnsville - to a gross vehicle weight rating (GVWR) of 19,500 pounds applied by the City of Lonsdale.

The City of Elko New Market’s standard of a GVWR of 18,000 pounds is greater than all sampled cities with the exception of only the City of Lonsdale standard.

Draft Amendment

Although there was no clear consensus on the issue, the Planning Commission discussed the possibility of removing the portion of the Class I commercial vehicle definition which relates specifically to vehicle type,

and strictly limited a Class I vehicle to GVWR and size. Attached to this memorandum is a draft Zoning Ordinance amendment which incorporates the potential changes, should the Planning Commission choose that route. Specifically, existing references to various vehicle types have been omitted while references to maximum vehicle weight and dimensions have been retained.

Also, to be noted is that the definition qualifications have been reformatted to improve reader clarity.

Staff Recommendation

No formal action on the amendment is requested at this time. Rather, Planning Staff requests feedback on the Ordinance amendment and any changes which may be prompted by the provided survey information.

If the Planning Commission decides upon the desired Ordinance language, a public hearing will be scheduled to formally consider the change.

City Attorney Comments

The City Attorney has not reviewed the draft ordinance amendment at this time but is aware of the ongoing discussion on the matter.

DRAFT - 4/24/18
CITY OF ELKO NEW MARKET
SCOTT COUNTY, MINNESOTA

ORDINANCE NO. _____

**AN AMENDMENT TO TITLE 11 OF THE CITY CODE (ZONING REGULATIONS)
ADDRESSING THE DEFINITION OF “COMMERCIAL VEHICLE”**

THE CITY COUNCIL OF THE CITY OF ELKO NEW MARKET ORDAINS:

SECTION 1. Section 11-2-2 of the Elko New Market City Code (Definitions) is hereby amended to modify the definition of “commercial vehicle” to read as follows:

COMMERCIAL VEHICLE: Any vehicle used for commercial purposes including, but not limited to: trailers, motorized wheeled or tracked vehicles or vehicles displaying company signage, company logos, commercial equipment, fixtures or tools.

~~Class I: Vehicles with a gross vehicle weight rating (GVWR) of more than eighteen thousand (18,000) pounds, or any of the following types of vehicles regardless of weight, including, but not limited to: semitrailers, the tractor portion of semi-trucks, garbage trucks, tank trucks, dump trucks, flatbed trucks, tow trucks, cattle trucks, coach buses or school buses designed to carry more than twenty (20) persons or any similar vehicle.~~

Class I: Vehicles which exceed any of the following:

A gross vehicle weight rating (GVWR) of eighteen thousand (18,000) pounds
A height of eight (8) feet
A length of twenty-four (24) feet

~~Class II: All vehicles other than class I commercial vehicles including pickup trucks, vans, trailers and school buses designed to carry twenty (20) persons or less. Vehicles shall also be eight feet (8') in height or under, a maximum of twenty-four feet (24') in length and no more than eighteen thousand (18,000) pounds.~~

Class II. All vehicles other than Class I commercial vehicles and which do not exceed any of the following:

A gross vehicle weight rating (GVWR) of eighteen thousand (18,000) pounds
A height of eight (8) feet
A length of twenty-four (24) feet

SECTION 2. This Ordinance shall be effective immediately upon its passage and publication.

ADOPTED this ____ day of _____, 2018, by the City Council of the City of Elko New Market.

CITY OF ELKO NEW MARKET

BY: _____
Robert Crawford, Mayor

ATTEST:

Sandra Green, City Clerk



601 Main Street
Elko New Market, MN 55054
phone: 952-461-2777 fax: 952-461-2782

MEMORANDUM

TO: CITY COUNCIL, PLANNING COMMISSION, EDA & CHAMBER OF COMMERCE
FROM: RENEE CHRISTIANSON, COMMUNITY DEVELOPMENT SPECIALIST
SUBJECT: COMMUNITY DEVELOPMENT UPDATES
DATE: APRIL 5, 2018

Background / History

The purpose of this memo is to provide updates regarding miscellaneous projects and activities being worked on by Community Development staff. Below is a summary of projects that are currently being worked on, inquiries received, and miscellaneous information:

New Market Bank Addition / Elko New Market Commerce Center – This multi-tenant retail facility started construction in October of 2017. In addition to the building permit for the shell of the building, the City has issued building permits for interior finishes for the New Market Bank (east end of the building), a restaurant at the west end of the building, and a hair salon in the middle unit. There are five total units in phase I and the building can be doubled in size.

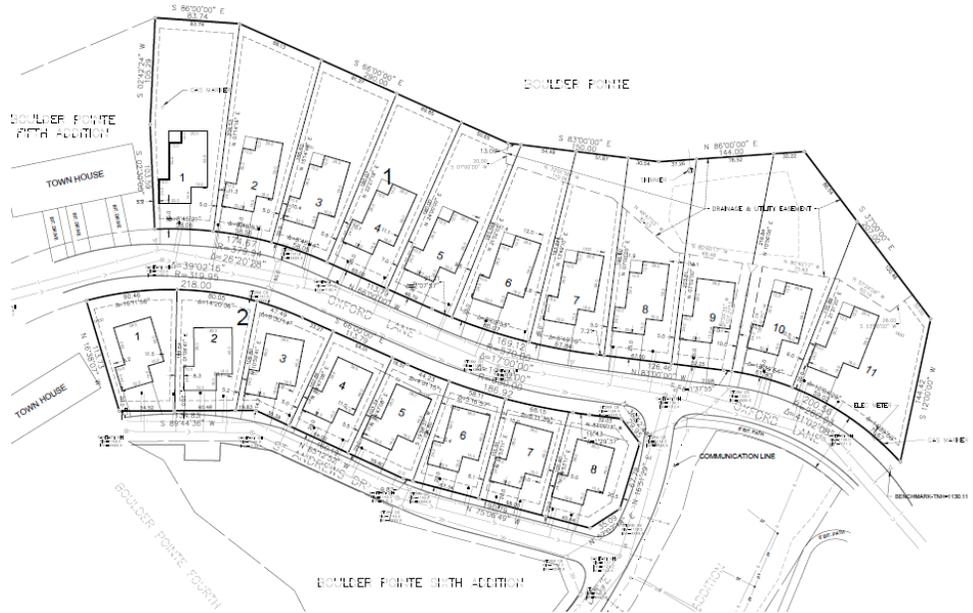


Barsness 1st Addn – The City received an application for Development Stage PUD approval and Preliminary Plat approval of Barsness 1st Addition. The proposed commercial development contains a gas station, car wash, convenience store, office and retail. The application received was determined to be incomplete and will be scheduled for the City's Planning Commission meeting on April 24th, 2018 if the remaining items are submitted by April 6th. The owner representative / developer is Warren Barsness.



Boulder Pointe 7th Addition

The City received application for PUD amendment, preliminary and final plat approval of Boulder Pointe 7th Addition, a residential subdivision located along Oxford Lane that will contain 11 single-family residential lots, and 8 detached townhome lots. The project was reviewed by the City’s Planning Commission on March 27th and is scheduled for City Council approval on April 26th, 2018. The owner / developer is Bjorn Vogen.



Syndicated Properties –The City Council is working with Syndicated properties who plans to construct approximately 40 rental townhome units in the Dakota Acres Subdivision (located north of Firehouse Grille). The City has received full civil and architectural plans for preliminary review. There are Planning Commission and City Council approvals that are needed for a portion of the project, but 13 units can be constructed immediately. The owner representative, Larry Gensmer, has indicated they plan to begin construction on the initial 13 units on approximately May 15, 2018.



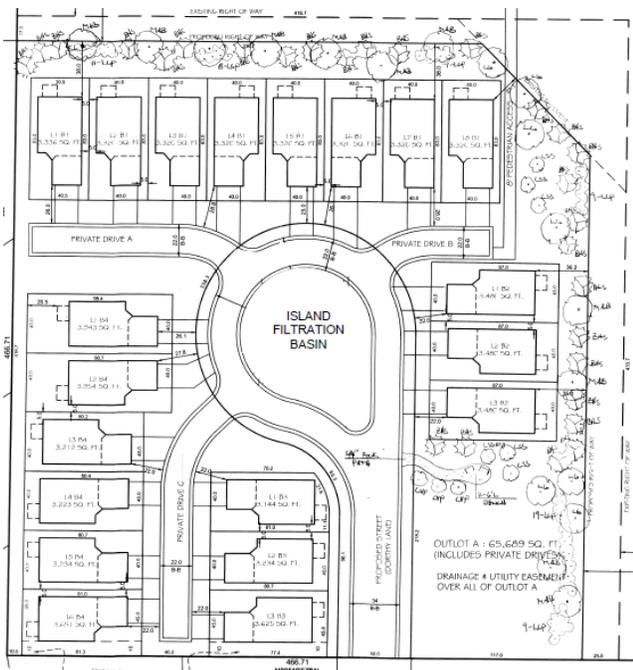
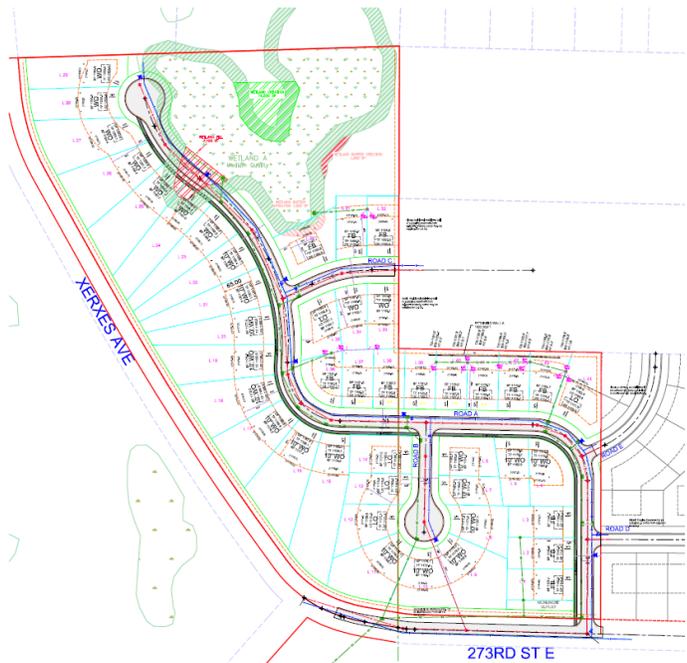
Dakota Acres / City Owned Property - The City owns a 3.1 acre parcel to the west of the property purchased by Syndicated Properties. Staff has corresponded several times with a party who has indicated they will be submitting a purchase agreement on the property. The current asking price for the property is \$285,000.

Adelmann Property – City staff has been working with the Adelmann family to develop a preferred concept development plan for their properties currently located in New Market Township along Co Rd 2, and west of I-35. This project is a result of a 2017 Scott County CDA grant provided to the City. A second 2018 grant has also been awarded to the City which allows completion of an AUAR, wetland inventory and tree inventory on the properties. The Adelmanns intend to submit concept development plans for the property and are tentatively scheduled for the April 24th, 2018 Planning Commission meeting.

Pheasant Hills – This potential residential development was approved prior to the recession but never completed. On February 8th, staff met with the current property owner, who indicated he would like to pursue development of the property. Staff corresponded with the owner and his civil engineer over the last several weeks and met again with the owner on March 1st. He is interested in redesigning the subdivision to create more lots than had been planned for pre-recession.

Aaron Khai Le Property – City staff continues to have discussions with the property owner who is interested in developing this residential property. A concept development plan has been prepared for this 35 acre property located at the northwest quadrant of James Parkway and Dakota Avenue. The owner has indicated he will be making a revision to the current concept development plan, and then attending a meeting of the City’s Development Review Team and Planning Commission meeting before petitioning annexation of the property. The property is adjacent to the City limits and will require annexation from New Market Township to the City prior to development.

Pete’s Hill Park – In early April, 2018 City staff corresponded with the property owner representative for this potential residential development project containing 46 potential single family residential lots and located immediately south of Pete’s Hill Park. He indicated that there may be a party interested in developing the property and that is currently under evaluation. He also directed City staff to continue marketing the property by sharing their concept engineering plans with interested developers. The project requires annexation of property from New Market Township.



Christmas Pines – The City received the application for final plat approval of Christmas Pines on February 28th. This is a residential detached townhome subdivision containing 20 lots that received preliminary plat approval in summer of 2017. City staff has been reviewing the final construction plans and drafting the final development contract. The project is currently scheduled for approval by the City Council on April 26, 2018. Construction of the streets within the development can be completed quickly and it is anticipated that lots will be ready for home construction and building permit in early summer.

New Market Bank – Work on the interior and exterior of the New Market Bank continues to progress. The bank is hoping to officially open in this new location on Monday, May 7th with a grand opening event to follow later in the month or the following month.

Building Permits – The City officially issued the building permits for the interior finishes for a restaurant and a hair salon for the Elko New Market Retail Center in March. No new single family home permits were issued in March, 2018.

Ordinance Updates – Staff, the City’s Planning Commission and Council have been working on City Code amendments pertaining to the allowance of certain commercial vehicles in residential zoning districts, changes to the definition of Residential Programs in the City’s zoning code, and regulations pertaining to small cellular wireless facilities. Introduced to the Planning Commission on March 24th was a discussion regarding reducing the minimum lot size requirements for residential development. The discussion will be ongoing throughout the summer of 2018.

Roundabout Project – Staff participated over the past month in meetings between various property owners and Bolton and Menk, the City’s engineering firm, to discuss the CR 2 & 91 roundabout project. A workshop was also held with downtown business owners on March 27th to learn about the project and identify priorities of downtown business owners. A public open house was held on March 6th, and the City Council heard a report regarding the project on March 27th and provided direction to staff regarding priorities to be included and considered during the design process.

