

ELKO NEW MARKET - PLANNING COMMISSION MEETING

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



AGENDA

THURSDAY, MARCH 2, 2017 @ 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. February 2, 2017 Meeting Minutes
- 7. PUBLIC HEARINGS**
 - A. Elko Marketplace PUD Ordinance
- 8. GENERAL BUSINESS**
 - A. None
- 9. MISCELLANEOUS**
 - A. City Staff/Consultant Business Updates & Reports
 - B. 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
February 2, 2017
6:30 PM**

1. CALL TO ORDER

Chairman Thompson called the meeting of the Elko New Market Planning Commission to order at 6:38 pm.

Commission members present: Thompson, Hartzler, Smith and ex-officio member Larson

Members absent and excused: Vetter and Kruckman

Staff Present: Community Development Specialist Christianson, City Planner Kirmis, City Engineer Revering and City Administrator Terry

2. PLEDGE OF ALLEGIANCE

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

3. APPROVAL OF AGENDA

A motion was made by Smith and seconded by Hartzler to approve the agenda as presented. Vote for: Thompson, Hartzler and Smith. Against: None. Vote 3-0. Motion carried.

4. PUBLIC COMMENT

There were no public comments.

5. ANNOUNCEMENTS

There were no announcements.

6. APPROVAL OF MINUTES

A motion was made by Thompson and seconded by Smith to approve the minutes of the January 5, 2017 Planning Commission meeting as written. Vote for: Thompson, Hartzler and Smith. Against: None. Abstained: None. Vote 3-0. Motion carried.

7. PUBLIC HEARINGS

A. Boulder Heights – Rezoning and Preliminary Plat (KJ Walk)

Chairman Thompson asked Community Development Specialist Christianson to present her memorandum dated February 2, 2017 regarding the Boulder Heights rezoning and preliminary plat application.

Community Development Specialist Christianson explained the subject site overlays 50 acres of land located south of 275th Street and west of Beard Avenue and was recently

annexed into the City. It was noted that a total of 130 single family residential lots area are proposed.

Christianson also noted that a rezoning of the property to PUD, Planned Unit Development, is necessary to accommodate lot area and width flexibilities. Christianson provided additional background information related to the following:

- Comprehensive Plan guidance
- Planning Unit Development (PUD) purpose and requested flexibilities
- Performance standard compliance (R-1 District comparison)
- Utility service
- Wetland impacts
- Transportation issues
- Sidewalks and trails
- Park dedication

Following Community Development Specialist Christianson's presentation, Chairman Thompson opened the public hearing at 7:08 p.m.

The following comments were received at the public hearing:

Kevin Atkins - 9705 Oxford Lane. Mr. Atkins raised concern over traffic generated from the proposed subdivision. Specifically, Mr. Atkins expressed concern over the ability of Xerxes Avenue to accommodate additional traffic and his opinion that Beard Avenue should be paved as part of the project. Finally, Mr. Atkins, raised question regarding the proposed timing of the project.

City Engineer Rich Revering responded to Mr. Atkins' questions by explaining the reason why the paving of Beard Avenue adjacent to the development is proposed to be deferred to a future time (expectant low traffic volumes until easterly development occurs). It was noted that there is no planned connection from the development to Beard Avenue until the roadway is improved. Revering also stated that the project would likely begin in the spring, following the resolution of wetland-related issues.

Donna Volkmann - 9726 280th Street East. Ms. Volkmann raised concern over area drainage issues. Specifically, Ms. Volkmann raised concern over the past flooding of Beard Avenue and the impact the Boulder Heights project will have upon properties east of the roadway. Ms. Volkmann also raised question about bus service for school age children who will reside in the proposed subdivision. Ms. Volkmann was advised that the Lakeville School District will be responsible for providing transportation for students to the various Lakeville schools.

Keith Chellsen - 9450 275th Street East. Mr. Chellsen raised question regarding 275th Street improvement plans and related cost responsibilities. Mr. Chellsen also raised question regarding the location of sewer lines that will serve the proposed subdivision.

City Engineer Revering advised Mr. Chellsen that as part of the subdivision, 275th Street will be paved westward to County Road 91, with the costs to be paid by the developer. Revering also indicated that sewer service will flow from a lift station located on the north side of the subject property.

Patrick Toring - 9564 280th Street East. Mr. Toring advised the Planning Commission that he lives south of the proposed development site and is concerned about northerly views from his property. In this regard, Mr. Toring requested that screen plantings be provided along the development site's southern boundary (to screen his views of the proposed subdivision).

As a follow-up to Mr. Toring's inquiry, the Planning Commission suggested the placement of buffer plantings on the south side of the project site, upon Mr. Toring's property. Mr. Toring indicated that he is open to the idea of off-site screen plantings (upon his property).

A motion was made by Hartzler and seconded by Smith to close the public hearing at 7:24 pm. Vote for: Thompson, Hartzler and Smith. Against: None. Abstained: None. Vote 3-0. Motion carried.

Following the received public testimony, the following comments/questions were raised by the Planning Commission:

- Related to site landscaping, it was suggested that the applicant consider an alternative to "Blue Spruce" trees due to plant health-related concerns.
- Question was raised regarding water line piping material. Specifically, it was asked why iron is favored over plastic. City Engineer Revering stated that the iron piping is favored as it has a larger interior diameter which is desired for fire protection reasons. It was also noted that iron piping can be more easily traced (than plastic) from underground locations.
- The Commission questioned whether all dwelling units will have three stall garages. The developer, Luke Israelson, indicated that the vast majority of dwelling units will have three stall garages. It was further indicated that for those lots which do not have three stall garages, space will be reserved for future third garage stall construction.
- Question was raised regarding the adequacy of snow storage areas upon the subject site.
- The Commission advised the developer that the submission of a lighting plan will be required as the project moves forward.

With no further comments from the Planning Commission, it was moved by Smith, seconded by Hartzler to recommend approval of the request for PUD zoning and preliminary plat approval of Boulder Heights, consisting of 130 lots on 50.7 gross acres for the following reasons:

- 1) The proposed plat of the property meets the purpose and intent of the Comprehensive Plan.
- 2) The development does exceed the average guided density of 2.7 dwelling units per net acres. The preliminary plat contains 130 lots on 50.7 gross acres, for a proposed density of 2.56 units per acres.
- 3) The proposed plat meets the purpose and intent of PUD zoning as outlined in Section 11-28C-1 of the City Code.

And noting the following variances being allowed in conjunction with the PUD:

- 1) Minimum lot size is approved at 8,400 square feet.
- 2) Minimum lot width is approved at 70'.
- 3) Structure setbacks are approved as follows: 25' front, 7' side, 20' side on corner lot, and 30' rear.
- 4) Local street width is being allowed at 28'.

	ENM R-1 District	Approved for Boulder Heights
Width	85'	70'
Width - Corner Lot	100'	85'
Area	12,000 sq ft	8,400 sq ft
Area - Corner Lot	12,500 sq ft	10,000 sq ft
Front Setback	30'	25'
Rear Setback	30'	30'
Side Setback	10'	7'
Side Setback - Corner Lot	25'	20'
Deck Setback to Storm Pond	35'	25'
Deck Setback to Wetlands	35'	25'

And noting the following improved subdivision design elements:

- 1) Identical house colors and elevations will not be allowed on adjacent lots or on lots opposite from each other;
- 2) Front elevation must incorporate stone, brick or stucco;
- 3) Wood will not be allowed as an exterior building material;
- 4) Roof pitch of at least 6/12 for all sides;
- 5) Construction of a walking trail along the south edge of the wetland located on proposed Outlot B.

And with the following conditions:

- 1) Preliminary plat approval is subject to the approval of all wetland applications, including wetland boundary concurrence and approval of the wetland replacement plan. The developer assumes all risk associated with

preparing the preliminary plat application in advance of the required wetland application approvals. If the wetland boundary is determined to be different than the boundary shown in the preliminary plat submittal, the preliminary plat application will need to be revised to show the accurate wetland boundary.

- 2) Preliminary plat approval is subject to the conditions of the Predevelopment Agreement between the City of Elko New Market and KJ Walk, dated July 14, 2016.
- 3) The developer shall submit construction plans for the improvement of 275th Street as required by the predevelopment agreement, and the plans shall be approved by the City Engineer.
- 4) The preliminary plat is issued in accordance with the preliminary plat drawings dated 12/30/16, and the preliminary grading plan dated 12/30/16 on file with the Elko New Market Community Development Department.
- 5) The preliminary plat is issued for a period of six months, and shall become null and void without further action from the Planning Commission or City Council unless the final plat is filed within six months of the date of City Council granting preliminary plat approval.
- 6) KJ Walk, Inc. must enter into a Developer's Agreement with the City of Elko New Market, and the Agreement must be approved by the City Council prior to final plat approval.
- 7) Approval is subject to all recommendations of the City Engineer and Public Works Director.
- 8) Grading and construction plans must be approved by the City Engineer, Public Works Director and Community Development Specialist prior to final plat approval.
- 9) Final plat approval is subject to the utility extension permits from the Pollution Control Agency and the Minnesota Department of Health.
- 10) Drainage and utility easements must be dedicated at the time of final plat.
- 11) The delineated wetland boundary must be shown on the final plat.
- 12) The landscaping plan must be revised to show the required 20' landscape buffer along 275th Street located outside of the road-right-of-way.
- 13) A revised tree/resource inventory must be submitted which shows that 80 of the identified significant trees are being preserved during development, or show a replacement plan that shows plantings over and above the already required roadway buffer requirement and the two front yard tree requirement, and meeting the requirements of Section 12-9-9-(F) of the City Ordinance.
- 14) Development and full build-out of the subject property and the property currently owned by Circle View LLP may require downstream sanitary sewer system improvements. Additional evaluation of this matter will be required.
- 15) A condition of final plat approval will be the requirement for individual water pressure reducing valves within each home at the time of home construction.
- 16) Fire hydrants should be added at the southerly end of Oxford Ln., and both the easterly and westerly ends of Lydia Ln.
- 17) A 10' wide buffer from the high water level is required around stormwater ponds. A revised preliminary plat submittal must be submitted which shows the 10' stormwater pond buffer.

- 18) All structures shall have a minimum 35' setback from the edge of the HWL of stormwater ponds except that decks will be allowed at a 25' setback. A revised preliminary plat submittal must be submitted which clearly shows the 35' stormwater pond setback requirement.
- 19) All structures shall have a minimum 35' setback from the delineated edge of a wetland except that decks will be allowed at a 25' setback. A revised preliminary plat submittal must be submitted which clearly shows the 35' wetland setback requirement.
- 20) 50' of right-of-way shall be dedicated along 275th Street. Approximately 17' of additional right-of-way will need to be dedicated along 275th Street.
- 21) A "future road extension" sign must be placed at the southern end of Oxford Lane, at the westerly end of Andrew Avenue, and the westerly end of Lydia Lane.
- 22) In regards to the westerly terminus of Andrew Avenue, the following conditions are imposed: a) the developer must acquire a temporary easement over the adjacent property to allow for snow storage, or b) building permits would not be allowed on Lot 1 Block 1 and Lot 1 Block 2 until such time that the road is extended to the property to the west.
- 23) In regards to the westerly terminus of Lydia Lane, the following conditions are imposed: a) the developer must acquire a temporary easement over the adjacent property to allow for snow storage, or b) building permits would not be issued Lot 1 Block 4 until such time that the road is extended.
- 24) The developer must submit a design that shows Lydia Lane ending just shy of Beard Avenue, with some type of break-away barricade that would still allow access for emergency responders but deter residents from using the route.
- 25) A 10' wide bituminous trail is required along one side of both 275th Street and Beard Avenue.
- 26) The developer will need to confirm the acreage of the park area. Park dedication must be located outside of any wetland, stormwater pond, or buffer areas.
- 27) A lighting plan shall be submitted subject to City approval.
- 28) The developer shall work with the adjacent property owner to the south related to the establishment of a landscape buffer along the subject site's southern boundary.

And noting the following:

- 1) Street names will be approved as part of the final plat approval.

Vote for: Thompson, Hartzler and Smith. Against: None. Abstained: None. Vote 3-0. Motion carried.

8. GENERAL BUSINESS

A. Christmas Pines PUD Sketch Plan (On-Site Marketing)

Chairman Thompson asked Community Development Specialist Christianson to present her memorandum dated February 2, 2017.

Christianson introduced the item and summarized the Christmas Pines PUD Sketch Plan request, explaining that the subject site, commonly known as “the Christmas tree lot,” contains 4 acres of land located south of County Road 2 and west of County Road 91. It was noted that a total of 21 single family residential lots area are proposed upon the property.

Christianson noted that a rezoning of the property to PUD, Planned Unit Development is necessary to accommodate flexibilities related to lot area, lot width, setbacks and sidewalk/trail construction. Christianson provided additional background information related to the following:

- Comprehensive Plan guidance and density directives
- Planning Unit Development (PUD) purpose and requested flexibilities
- Performance standard compliance (B-1, District comparison)
- Utility service
- Wetland impacts
- Transportation issues
- Sidewalks and trails (location alternatives)
- Park dedication

Christianson reviewed the developer’s proposed trail location, noting that the trail could cause conflicts with the residents because it crosses a private driveway, and she offered an alternative trail location for consideration. Community Development Specialist Christianson concluded her presentation by stating that City Staff supports the proposed project.

Following the City Staff presentation, the Planning Commission provided the following comments on the submitted sketch plan.

- The Commission was very supportive of the proposed single family residential use of the property (in comparison to commercial use as dictated by present zoning).
- Regarding trails, the Commission expressed a preference for a trail connection to County Road 2 which would be extended from the northwest corner of the subject property. The Commission also suggested working with Scott County regarding trail location/connection details.
- The Commission was supportive of slight deviations from the 25-foot front yard setback recommended by City Staff.

- The Commission raised question about snow storage upon the site.
- Some concern was raised related to construction traffic upon the subject property. The developer, Garry Tupy, conveyed his belief that construction traffic generated by the project will be minimal.
- Question was raised whether ample area will be provided for decks (within required setback areas). The developer explained that homes are to be “slab on-grade” construction and that concrete slabs will be utilized in lieu of typical deck construction.

With no further comments from the Planning Commission, it was moved by Smith, seconded by Hartzler to recommend approval of the Christmas Pines PUD concept plan dated 12.15.16, containing 21 lots on 5 gross acres, for the following reasons:

- 1) The proposed development of 21 units on 3.75 net acres meets the intent of the Comprehensive Plan Town Center land use density objectives, being 5.6 units per acre.
- 2) The proposed development is more compatible with the adjacent land uses than commercial development of the site, which it is currently zoned for.

And noting the following variances being allowed in conjunction with the PUD:

	Christmas Pines Request
Lot Width	36.1'
Lot Width - Corner Lot	42'
Lot Area	3,390 sq ft (average); 3,009 sq ft (minimum)
Front Setback	25'
Rear Setback	10' minimum
Side Setback	5'
Side Setback - Corner	10'
Sidewalk Construction	Waiver of sidewalk requirement along local roads
Trail Construction	Waiver of trail requirement along arterial roadways
Land dedication	Allow wetland in an easement rather than conveyed to City
Land dedication	Allow stormwater pond in an easement rather than conveyed
Local Road Right-of-Wetland Buffer Width	Allow local road within a 50' right-of-way ? Possible variance from wetland buffer requirement for trail
Landscape Buffer	? Possible variance from landscape buffer requirement for

And noting the following improved subdivision design elements:

- 1) Homes within the development will be designed in a similar fashion; front facades will generally be matching, to create a cohesive neighborhood feel;
- 2) Front elevation will incorporate stone, brick or stucco;
- 3) Exterior finishes will exceed minimum City requirements;
- 4) Roof pitch of at least 6/12 for all sides;

- 5) Incorporation of community garden area;
- 6) A passive park area will be created around the wetland, to include benches.

And with the following conditions:

- 1) The concept plan recommendation for approval is subject to approval of all wetland applications, including the wetland boundary concurrence and approval of the wetland replacement plan. If the wetland boundary is determined to be different than the boundary shown in the concept plan submittal, future applications will need to be revised to show the accurate wetland boundary.
- 2) The recommendation for concept plan approval is granted in accordance with the Concept Plan D drawings dated 12.15.16 on file with the Elko New Market Community Development Department.
- 3) Front yard setback flexibilities shall be allowed which may, in some cases, result in setbacks slightly less than 25 feet. The flexibility shall apply to proposed Lots 9, 10, 19, 20, and 21.
- 4) A 20' wide landscape buffer must be provided for lots abutting Co. Rd. 2 & Co. Rd 91.
- 5) The applicant must submit a tree/resource inventory and tree preservation plan meeting the requirements of Section 12-9-9 of the City Code. If the applicant proposes to remove more than 60% of the significant trees, a tree replacement plan must be submitted.
- 6) 10' wide perimeter easements and 5' wide interior easements must be dedicated along all lot lines. Proposed easements must be shown on the preliminary plat submittal.
- 7) Easements must be provided around wetland and proposed stormwater pond. Proposed easements must be shown on the preliminary plat submittal.
- 8) Water must be looped through the site, connecting to both the Dorothy Lane and Co Rd 2 water lines. Public drainage and utility easements are needed over proposed route.
- 9) The developer must submit a stormwater plan meeting the requirements of Chapter 11 of the Zoning Ordinance and the City's Surface Water Management Plan.
- 10) A 10' wide vegetative buffer from the high water level is required around stormwater ponds. Future applications must clearly depict the 10' vegetative buffer.
- 11) All structures shall have a minimum 35' setback from the HWL of stormwater ponds, Future plan submittals should clearly identify the 35' building pad setback to HWL from all stormwater ponds.
- 12) All structures shall have a minimum 35' setback from the delineated edge of a wetland. Future plan submittals should clearly identify the 35' wetland setback requirement.
- 13) Wetland buffer sign markers, meeting the requirements of Section 11-11-4 of the Zoning Ordinance, shall be placed along all lot lines at the buffer location and locations surrounding the wetland.

- 14) The existing curb cut into the property from Co Rd 2 must be permanently closed upon development of the property. No access to the property will be permitted from Co Rd 2 or Co Rd 91.
- 15) If trail Option A is chosen as the preferred trail/pedestrian route, the proposed route must be clearly identified in the area where it coincides with the proposed Private Drive B, by either using a different surface material or pavement markings. If trail Option B is chosen as the preferred trail/pedestrian route, the proposed route should be incorporated into future plan submittals. The Planning Commission shall also give consideration to a third option related to a trail connection to County Road 2. Specifically, a trail connection to County Road 2 from the northwest area of the site shall be explored.
- 16) All advertising signs currently existing on the property must be removed as a condition of development.
- 17) The section of sidewalk proposed along the Dorothy Lane cul-de-sac shall be removed as it is unlikely to be used, based on its location.

And noting that:

- 1) The Planning Commission supports the lot sizes as proposed by the developer as part of the PUD because the overall density is consistent with the Comprehensive Plan.
- 2) The Planning Commission supports the proposed 5' side setbacks and the rear setbacks as shown on the concept plan dated 12-15-16.
- 3) The Planning Commission supports the sidewalk requirement for the proposed development being waived because there is no sidewalk located to the south along Dorothy Lane.
- 4) The Planning Commission supports the trail requirement adjacent to Co Rd 2 be waived because there is an existing sidewalk along Co Rd 2.
- 5) The Planning Commission supports the trail requirement adjacent to Co Rd 91 be waived because the topography and wetland issues along the west side of Co Rd 91 between Main Street and Aaron Drive make it difficult to construct a trail in this location.
- 6) The Planning Commission supports the wetland being covered by a drainage and utility easement rather than conveyed in fee to the City.
- 7) The Planning Commission supports the stormwater pond being covered by a drainage and utility easement, rather than being conveyed in fee to the City.
- 8) The Planning Commission supports the proposed 50' right-of-way for Dorothy Lane because it matches the right-of-way width in the adjacent Kelly Glen subdivision to the south.
- 9) Maintenance responsibility for the proposed pedestrian access through the development will need to be determined.

Vote for: Thompson, Hartzler and Smith and. Against: None. Abstained: None. Vote 3-0. Motion carried.

B. Avant Park Senior Housing Project (Avant Private Communities)

Chairman Thompson asked Community Development Specialist Christianson to present her memorandum dated February 2, 2017.

Christianson introduced the item and summarized the Avant Park Senior Housing Project PUD Sketch Plan request as described in her memorandum. Christianson explained the subject site overlays two City-owned outlots located south of James Parkway and west of Dakota Avenue, thirteen platted townhome lots owned by the City, and also some common area owned by the Dakota Acres Townhome Association.

Christianson further noted that the project consists of the following uses:

- A three-story, 90-unit senior housing building (phase 1)
- A four-story, 112-unit independent living building (future phase)
- A 6,800-square foot restaurant (future phase)

Community Development Specialist Christianson then provided additional background information related to the following:

- Comprehensive Plan guidance and density directives
- Planning Unit Development (PUD) purpose and requested flexibilities
- Performance standard compliance (B-1, District comparison)
- Utility service
- Wetland impacts
- Transportation issues
- Sidewalks and trails (location alternatives)

Christianson also cited several Staff questions/concerns with the project. The following is a summary of highlighted Staff and Planning Commission concerns:

Development Density. Christianson noted that the Comprehensive Plan calls for a maximum density of 15 units per net acre of land. In contrast, a development density of 31.8 units per acre are proposed.

With an understanding that the future residential building is proposed to be reduced in height from a four-story to a three-story structure (per the developer) and therefore less units, the Planning Commission expressed support for the proposed higher residential densities upon the site.

Building Height. It is believed that both housing buildings will exceed the maximum building height requirement of 35'. The Planning Commission supported a small variation from the height requirement.

Dakota Avenue (Major Collector Street) Access. It was noted by Staff that the sketch plan illustrates two access points along Dakota Avenue, a designated major collector street. The proposed access points do not meet the access spacing guidelines of the Transportation Plan.

The Planning Commission expressed their opinion that two access points located along the street is excessive. Specifically, the number of access points and the crossing of residential and commercial traffic at the access points are noted as an area of concern and in need of redesign. While a specific recommendation related to access was not provided, it was suggested that site access be re-examined as part of sketch plan refinement.

James Avenue (Minor Collector Street) Access. It was noted by Staff that the sketch plan illustrates elimination of two existing access points, and proposes two new access points off of James Parkway. The new access points would create off-set intersection on the north side of James Parkway.

Residential/Commercial Traffic Conflicts. Staff noted a concern exists related to the intermixing of residential and commercial traffic in the eastern portion of the site. The Planning Commission likewise expressed concern over this issue and suggested this matter be re-examined.

Open Space Requirements. Staff raised the question of whether a plaza area included in the sketch plan should be used to satisfy open space requirements imposed in the R-4 zoning district (above and beyond park dedication requirements). The Planning Commission supported the inclusion of the plaza area in the calculation of required open space for the project.

Restaurant Use and Reduction in Townhome Units. The Planning Commission expressed concerns over the viability of the proposed restaurant use in the proposed location. Such concern was based upon past financial difficulties encountered by the nearby Firehouse Grille and the proposed restaurant site's lack of visibility. Commissioner Thompson expressed opposition of the restaurant in the proposed location, and supported a continuation of additional townhome units in the location, in an effort to strengthen the existing small townhome association. Commissioner Hartzler stated he is not opposed to the restaurant use but is more concerned about access.

Off-Street Parking Supply. Concern was cited by Staff related to the off-street parking supply proposed for the 112 unit, independent living facility (274 stalls are required and 164 stalls are proposed). In consideration of this concern, the developers indicated that the height of the independent living facility will likely be reduced from four to three stories. It was concluded by the Planning Commission that future submittals should address the noted parking concern, and incorporate the required parking in reasonable proximity to the independent living facility.

Private Street. Question was raised related to the inclusion of a private street within the project. Specifically, staff noted that the private roadway proposed within the development is narrowing than required by City Code, proposed at 24' versus the 28' required by code.

As a follow-up to the Planning Commission discussion, the developers (Craig Norenberg and Pablo Murillo) expressed their desire to locate their project in the City of Elko New

Market. Mr. Norenberg and Mr. Murillo specifically stressed their desire to develop a unique, high quality project which caters not only to seniors but their families as well.

The Planning Commission was generally supportive of the project and recommended that the concept plan be amended and consideration of the above items be incorporated into future submittals. Pablo Murillo stated that they could work with their architect to develop some solutions that could address the Planning Commission concerns.

There were no further comments offered by the Planning Commission related to the submitted sketch plan.

9. MISCELLANEOUS

A. City Staff Updates

Community Development Specialist Christianson advised the Planning Commission that a summary of project updates was included in the Commission packet and that she would entertain any related questions. Christianson did however, provide specific comments related to the status of the following projects:

- Pete's Hill residential development
- New Market Bank
- Warren Barsness commercial development

10. ADJOURNMENT

A motion was made by Thompson and seconded by Smith to adjourn the meeting. Vote for: Thompson, Hartzler and Smith. Against: None. Abstained: None. Vote 3-0. Motion carried.

The meeting ended at 10:05 pm.

Submitted by:

Bob Kirmis, City Planner



NORTHWEST ASSOCIATED CONSULTANTS, INC.

4150 Olson Memorial Highway, Ste. 320, Golden Valley, MN 55422
Telephone: 763.957.1100 Website: www.nacplanning.com

PLANNING REPORT

TO: Elko New Market Mayor and City Council
Elko New Market Planning Commission

FROM: Bob Kirmis / Andrea Poehler

DATE: March 2, 2017

RE: Elko New Market - Elko Speedway PUD Ordinance

FILE NO: 290.01 - 16.05

Date Application Determined Complete:	February 15, 2017
Planning Commission Meeting Date:	March 2, 2017
City Council Meeting Date:	March 23, 2017
60-day Review Deadline:	April 16, 2017

BACKGROUND

At the direction of the City Council, City Staff has been working on a Planned Unit Development (PUD) ordinance for the Elko Speedway which essentially will combine the conditions of the approved PUD (as provided in the PUD agreement) and the requirements imposed in the Speedway license. Unlike past site approvals, such provisions are to be established in the form of an ordinance rather than as conditions of a PUD agreement or license. The idea is to basically “repackage” the various conditions which apply to the property in the form of a single ordinance.

This work effort has been prompted by a request of the property owner to repeal the Speedway licensing requirement and rely solely upon the conditions of the PUD to govern Speedway activities.

To be noted is that is that the PUD ordinance will apply only to the Elko Speedway parcel and abutting single family/office parcel located south of the midget track. In this regard, the commercial area of the PUD (north and east of Market Place Boulevard) will continue to be governed by the PUD agreement.

In addition to the “repackaging” of existing agreement and license provisions, Speedway property representatives have requested a number of changes to the existing conditions which apply to the use of the two “Speedway parcels.” Specifically, the following changes have been requested as part of the processing of the PUD Ordinance:

1. The allowance of up to 40 oval track “races” on an annual basis (an average of 27 “races” per year have taken place over the past seven years).
2. The occasional allowance of simultaneous oval track (race) events and outdoor (drive-in) movie activities (due to unanticipated race delays).
3. The following modifications to the Speedway’s comprehensive sign plan:
 - a. The use of the existing “billboard” signs located along County Road 2 and France Avenue for on-premise advertising.
 - b. A new monument sign for the office use which occupies the former residential parcel located south of the midget track along France Avenue (26480 France Avenue).
4. A 10-year extension related to the allowance of general office and speedway-related storage and repair uses upon the former residential parcel referenced in item 3.b above. Specifically, it has been requested that the use termination date for such uses be extended from 2019 to 2029.

While the requested repeal of the Speedway license and creation of a PUD ordinance is supported by the City Council as a means of regulation, action on the requested PUD modifications should be subject to recommendation by the Planning Commission and formal action by the City Council.

Attached for reference:

- | | |
|------------|---|
| Exhibit A: | Applicant Correspondence (dated February 10, 2017) |
| Exhibit B: | Draft PUD Ordinance including the following development plans: |
| Plan 1: | Elko Market Place Preliminary Site Plan, dated March 6, 2006, prepared by Probe Engineering |
| Plan 2: | West Concourse Area Detail dated October 27, 2010 |
| Plan 3: | Concourse Area Layout, dated October 27, 2010 |
| Plan 4: | Non-Racing/Non-Music Events Area, dated January 13, 2011 |
| Plan 5: | Camping Area, dated February 11, 2011 |
| Plan 6: | Accessory Outdoor Seating with Liquor and Food Service Area, dated October 1, 2012 |
| Plan 7: | Drive-In Movie Theater Site Plan, dated April 9, 2015 |
| Plan 8: | Drive-In Movie Theater Visibility Plan, dated April 9, 2015 |
| Plan 9: | Drive-In Movie Theater Entering and Exiting Plan, dated April 9, 2015 |
| Plan 10: | Elko Speedway and Drive-In Rules and Policies, dated April 9, 2015 |
| Plan 11: | Elko Speedway and Drive-In Security Plan, dated April 9, 2015 |
| Plan 12: | Elko Speedway and Drive-In Emergency Plan, dated April 9, 2015 |

- Plan 13: Playground Area, dated October 22, 2015
- Plan 14: Permitted Liquor Service Area, dated November 1, 2016
- Plan 15: Comprehensive Sign Plan, dated February 14, 2017, prepared by Apro Development
- Plan 16: Overflow Parking, dated February 14, 2017
- Plan 17: Simultaneous Race and Movie Events Parking, dated February 14, 2017

ISSUES / ANALYSIS

PUD History. In March of 2006, the City of Elko approved the Elko Marketplace PUD Development Stage application of R & F Properties. The Elko Marketplace PUD is a 182 acre, mixed use development located south of County Road 2 between County Road 91 and France Avenue. The approved plan is comprised of speedway uses, commercial uses and residential uses.

Since 2006, there have been several amendments to the PUD. The following specific amendments have been processed and approved by the merged City of Elko New Market:

- 2007: Souvenir Building
 - 2008: Post Office, Master Sign Plan & House/Office Conversion
 - 2010: Outdoor Events
 - 2011: Camping Locations & Outdoor Events
 - 2012: Champions Outdoor Dining
 - 2014: Outdoor (Drive-in) Movie Theater
 - 2015: Expanded Liquor Service Area Boundaries
- Modifications to the following:
- Special Music Event Requirements
 - Comprehensive Sign Plan
 - Speedway Rules
- Various Site Improvements (Barbeque/Picnic Area, Playground and Overflow Parking)
Recalculation of Sanitary Sewer Allocation

Existing PUD Regulation. All activities upon the Elko Marketplace site, including the speedway parcel and commercial area are currently subject to the requirements of a PUD agreement. The speedway parcel is further subject to the requirements of a speedway license. The following is a brief summary of each.

PUD Agreement. The PUD agreement generally allows for commercial uses in the northeast portion of the property and speedway uses south of the commercial area. Approved Speedway uses that include a 3/8 track, quarter-midget track, 49 accessory camping sites, outside vending, non-racing events, banquet facilities and a drive-in movie theater. The PUD agreement further requires compliance

with an approved site plan and regulates the locations of the different activities within the speedway parcel, including the concourse area for outdoor concerts.

Speedway License. The purpose of the City’s speedway license is to address the potential for any negative impacts associated with the operation of a speedway/race tracks within the City limits, such as excessive traffic, noise, accessory activities, and the need for public safety. As part of the license, the property owner is required to submit a detailed calendar of events which is subject to City Council approval on an annual basis.

As previously indicated, the “repackaging” of the PUD agreement and Speedway license requirements into a single PUD ordinance has been prompted by a request of the property owner to repeal the Speedway licensing requirement and rely solely upon the conditions of the PUD to govern Speedway activities.

Number of Oval Track Race Events. The number of race events allowed upon the subject property is currently regulated by the Speedway license which includes an annual event schedule. As shown in the table below, the number of annual oval track race events (races and practices) between 2011 and 2017 averaged approximately 64 per year. Also, to be noted is that an average of 27 “actual races” per year have taken place over the same time period.

OVAL TRACK RACE EVENT SUMMARY

	RACES	PRACTICES	TOTAL
2011	37	27	64
2012	27	29	56
2013	36	33	69
2014	25	41	66
2015	22	45	67
2016	19	43	63
2017*	20	41	61

*Proposed events

Average number of total “race events” (2011 – 2017) = **63.7**

Average number of “actual races” (2011 – 2017) = **26.6**

Based upon the preceding historical oval track race activity, the draft PUD ordinance establishes a maximum of 70 race events (races and practices) per year. Also, reflective of recent feedback provided by the City Council, the PUD ordinance stipulates that 40 of the allowed 70 annual racing events can be actual “races” rather than practice events.

The property owner’s representative has indicated that the allowance of 40 “actual races” per year is desirable from a business perspective.

To be noted is that, in addition to the 70 allowed oval track” race events” and 40 “actual races” allowed by the PUD ordinance, the property owner has the ability to request special event permits to allow additional race events if so desired. Also, to be noted is that there is no limit to the number of special event permits which may be requested/approved on an annual basis.

While the City Council has provided informal feedback to the property owner regarding the allowed number of annual race events (actual races and practices), specific recommendation on the issue should be provided by the Planning Commission.

Simultaneous Race and Movie Events. In 2014, the City approved an amendment to the PUD to allow an outdoor (drive-in) movie theater upon the subject property. In consideration of the application, it was understood that the outdoor (drive-in) theater would basically serve as the parking lot for oval track events. It was further understood that movie patrons may choose not attend race events which precede movie showings. With this in mind, a condition was imposed to ensure that an ample off-street parking supply will be maintained upon the site. Specifically, the following condition was imposed:

- *Outdoor (drive-in) theater activities shall not occur simultaneously with any other events within the grandstand/oval track/concourse.*

The property owner’s representative has indicated that due to weather, race accidents and/or other unforeseen circumstances, race events sometimes run long. The property representative has also expressed a strong desire to start movies on time to satisfy the expectations of movie patrons and ensure that movies conclude by 2:00 am (as required by the PUD). Because of these conditions, an overlap of oval track race events and drive-in movie activities does, on occasion, occur.

As stated, the current restriction upon the simultaneous allowance of oval track and outdoor theater events relates to a concern over parking supply and management. Staff appreciates the property owner’s objectives and is open to the idea of allowing an occasional overlap of oval track and outdoor (drive-in) movie events provided no parking supply deficiencies result and that incoming and exiting traffic are properly managed.

In response to these concerns, the property owner’s representative has indicated that the following steps have and will be taken to manage site parking/traffic and minimize activity overlaps:

1. Until 8:45 pm, three traffic lanes will be available for vehicles entering the site and one traffic lane will be available for exit maneuvers.
2. Speedway Staff (in safety gear) will direct traffic to ensure fast and efficient entrance and exiting maneuvers.

3. On race nights, reserved parking for outdoor (drive-in) theater patrons will be provided in the southern area of the movie viewing area (see Plan 17 of the attached PUD ordinance).
4. Overflow parking areas, as depicted upon Plan 16 of the PUD ordinance, will be provided.

The overflow parking plan indicates that the oval track parking lot / theater viewing area can accommodate 713 parked vehicles and that a total of 2,583 vehicles could potentially be accommodated on the subject property at one time. Thus, an off-street parking supply of more than three times that required to accommodate an oval track or movie event exists.

5. The start of race times may, as determined necessary, be changed from 7:00 pm to 6:00 pm.
6. On evenings when large race event attendance is expected, less popular movies may, as determined necessary, be shown.

In consideration of the preceding steps, Staff is comfortable with the occasional overlap of oval track and outdoor (drive-in) movie events.

Freestanding Signs. The approved PUD includes a comprehensive sign plan which identifies the location and size of approved business signs upon the subject property. As mentioned, the property owner wishes to amend the sign plan to include the following additional business signs:

1. An existing “billboard” sign located north of the oval track. This sign was erected prior to 2010 and was previously used for off-premise advertising. The sign copy which faces County Road 2 was recently changed to advertise the Speedway.
2. An existing “billboard” sign located east of the oval track. This sign was erected in 2014 and previously advertised an off-premise automobile dealership. The east side of the sign (facing France Avenue) presently does not have any sign copy.
3. A new monument sign for the business office building located upon the former residential parcel (south of the midget track along France Avenue).

The comprehensive sign plan, which includes the proposed sign additions, is attached to the PUD ordinance as Plan 15.

Billboard Signs. The existing “billboard” signs measure 672 square feet in area and 35 feet in height. While such signs exceed the maximum height and area requirements of the Ordinance for freestanding business signs (150 square feet in

area and 30 feet in height), such signs can be accommodated via the PUD. The property owner wishes to utilize former billboard signs for on-premise advertising.

Considering that the “billboard” sign structures presently exist, Staff has no issues related to the use of such structures for on-premise advertising.

Business Office Sign. In addition to the two billboard signs, the property owner has proposed a new freestanding sign upon the office building (former residence) parcel located south of the midget track. It is understood that the office building and accessory structure upon the property are presently being utilized by Ryan Contracting. Specifically, a monument sign measuring 80 square feet in area and 7 feet in height is proposed upon the property.

While the proposed sign meets area and height requirements applicable to business monument signs, the request brings into question the potential for a change in use of the property. The current PUD includes a condition that general office use of the former dwelling and use of the site’s accessory building for speedway-related storage and repair are permitted until January 1, 2019. Such condition related to uncertainties associated with the desired long-term use of the site at the time of PUD processing.

As part of the City’s consideration of the PUD ordinance, the property owner’s representative has requested that the term of the present use allowance be extended from 2019 to 2029.

Rather than extend the term of the present use allowance (to 2029), City Staff recommends that the termination date be eliminated in favor of the outright allowance of speedway-related use of the property with the idea that a PUD amendment could be processed if a change in use is desired at some future point. Also to be noted is that the existing office use (Ryan Contracting) would hold grandfather rights and would be allowed to continue subject to City Code requirements applicable to legal nonconforming uses.

If City Officials are supportive of the new freestanding sign upon the office building (former residence) parcel, staff suggests that the following conditions be imposed:

1. Sign copy shall relate to the principal office use of the property.
2. The sign shall be subject to sign permit.
3. Use of the former single family residential parcel shall be limited to the following:
 - A. Former residence: Speedway-related office use.
 - B. Accessory building: Speedway-related storage and repair.

The existing office use within the residence (Ryan Contracting) shall be considered a legal nonconforming use subject to the provisions of Section 11-3-9 of the City Code.

RECOMMENDATION

Based upon the preceding review, City Staff recommends approval of the Elko Speedway PUD ordinance subject to the following conditions:

1. City Officials acknowledge the allowance of 70 oval track race events per year, up to 40 of which may be actual races.
2. Simultaneous outdoor (drive-in) theater and grandstand/oval track/concourse events shall be allowed subject to the following conditions:
 - A. Until 8:45 pm, three traffic lanes shall be available for entering the site and one traffic lane shall be available for exiting maneuvers.
 - B. Speedway Staff (in safety gear) shall direct traffic to ensure fast and efficient entrance and exiting maneuvers.
 - C. On race nights, reserved parking for outdoor (drive-in) theater patrons shall be provided in the southern area of the movie viewing area in accordance with Plan 17 of the PUD ordinance.
 - D. Overflow parking shall be provided in accordance with Plan 16 of the PUD ordinance.
 - E. If City streets are used to accommodate off-street parking demands generated by overlapping uses, upon notice by the City to the Speedway, the Speedway shall take appropriate steps to reduce the need for on-street parking. These may include, but shall not be limited to, the following:
 - 1) Starting races earlier to reduce or omit the overlap of events;
 - 2) Showing “less popular” or shorter movies when large race event attendance is expected; and
 - 3) Adding additional on-site parking.

3. Approval of the proposed comprehensive sign plan modifications subject to the following conditions:
 - A. Sign copy on the two former billboard signs shall relate to the principal use of the property.
 - B. Sign copy on the proposed office monument sign shall relate to the principal use of the property.
 - C. The proposed office monument sign shall be subject to sign permit.
4. Use of the former single family residential parcel shall be limited to the following:
 - A. Former residence: Speedway-related office use.
 - B. Accessory building: Speedway-related storage and repair.

The existing office use within the residence (Ryan Contracting) shall be considered a legal nonconforming use subject to the provisions of Section 11-3-9 of the City Code.

- c. Tom Terry
Renee Christianson
Rich Revering
R & F Properties

To: City Council and Staff

From: Beth Tatge, R&F Properties, LLC

Date: February 10, 2017

RE: PUD AMENDMENT

We have been working with City Staff on amending our current PUD to implement changes with removing the Elko Speedway Licensing ordinance and marrying it into the PUD. We have worked well with City Staff to accomplish this task. There are a few items in regards to the PUD Amendment that need clarification from the Planning Commission and Council and they are the following:

A. RACE EVENTS VS PRACTICE EVENT – RACING EVENTS – 3/8 OVAL TRACK (F1A)

In preparing the new PUD Amendment and further discussion with Council, it was decided on 70 racing events of which 40 out of the 70 could be a “racing” event with approval from the Planning Commission after public comment.

If Elko needs to go over the 40 races, Elko can apply for a special permit to approve the additional races. If Elko consistently goes over the 40 races without issue, Elko has the option to reopen the PUD Amendment to ask for an increase in racing events.

B. OUTDOOR NON-RACING EVENTS WITHOUT AMPLIFIED SOUND WITHIN OTHER AREAS OF THE PREMISES WITH AMPLIFIED SOUND OR RACING EVENTS WITHIN THE 3/8 OVAL TRACK.

This item concerns us, especially when we are talking about the drive in on racing nights. With the restrictions on the 2am shut down for movies, we need to start the movies at a certain time in order to be done by 2am. As we know, acts of God, accidents on the race track, or just timing doesn't allow us to get races done at the exact same time every night. While we try to accomplish that, it always doesn't happen. We need to be allowed to run a non-amplified sound event with a racing event at the same time. We need to satisfy drive in patrons and racing patrons at the same time. We have patrons that just show up for the drive in and would be very upset if we didn't start it at the time we are supposed to. We need to have the flexibility to start the drive in while the races are concluding.

We have a few years of operating the drive in proving this would not be a problem. We have proven that traffic and parking are not an issue. We request the Council and Staff allow us to do both non racing events without amplified sound simultaneously with amplified sound or racing events within the 3/8 oval track.

Upon entering Elko we have 3 lanes for entering and 1 for exiting until 8:45pm at which time we switch over to 3 lanes for exit and 1 for entering. We have staff in ample safety gear directing traffic for a fast, efficient exit or entering.

Over the past three years of having the drive in open, we have had issues with a few larger racing events that we have our main parking lot full and having to accommodate the Drive In Patrons. In those situations, we have done the following to avoid any issues with parking and/or patrons for the drive in on nights that coincide with racing events.

We have a designated reserved parking area on race nights for drive in patrons only. That area is depicted on the attached map. With the history of attendance, this area will more than accommodate our Drive In patrons and we will adjust as needed. If we need additional drive in patron parking, we will stage an area in the South Lot to accommodate those guests and move to the main parking area as space becomes available.

If we have to open up additional parking areas we will open overflow parking areas in order as on the plan. After the main parking, Paved Lot, and East Main Parking Lot are full, we will open the South Lot, followed by Office Parcel, then West Lot, then, North Lot and lastly Pit Area. We will have ample staff suited up in safety gear directing traffic.

In our many years of being in business and with our largest racing event happening last July, we have never had to open the West Lot for parking. We have been able to accommodate people in our Areas 1, 2, 3, 4 & 5.

Our drive in season is from the 2nd weekend in June through Labor Day. That is approximately 13 nights that we have a racing event and a drive in movie on the same night. We have only had a handful of times in the past three years that we have had big crowds for a racing event that could cause a potential parking problem (which we have successfully made adjustments to accommodate) and that we need to start the movie before the race is over.

Other things we have done to help with timing:

- We have pushed back our racing time from 7pm to 6pm start.
- We have the ability to pick and choose what movies we play and when. When we have our bigger racing events, we make sure the movie isn't as popular.

We are asking for these two events to happen simultaneously. We feel that we have thought out all traffic/parking problems and have successfully used them in the past when necessary without any adverse effects.

C. UPDATED SIGN PLAN:

In talking with Staff, they thought it would be good to update the sign plan. I have attached the updated sign plan that reflects the following:

- Existing signage as of today is depicted on the updated sign plan.
- We have kept the future locations and signage types on the updated sign plan.
- We have added the two billboards to the plan.
 - **FACING COUNTY ROAD 2 (LABELED F ON PLAN)** – This sign was erected prior to 2000. In the past, we have had advertising on the billboard but going forward will only have Elko Speedway/Drive In event promotions on this area.
 - **FACING FRANCE AVENUE (LABELED G ON PLAN)** – This sign was erected in 2014. We will only have Elko Speedway/Drive In event promotion on this area.
- Added sign location and type for the commercial use property located to the south of the Quarter Midget Track.

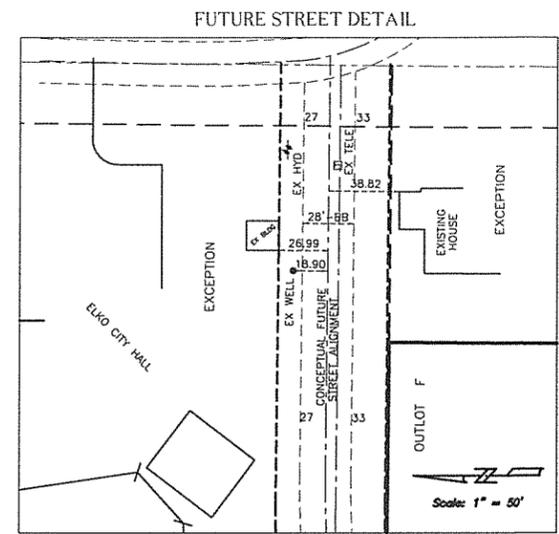
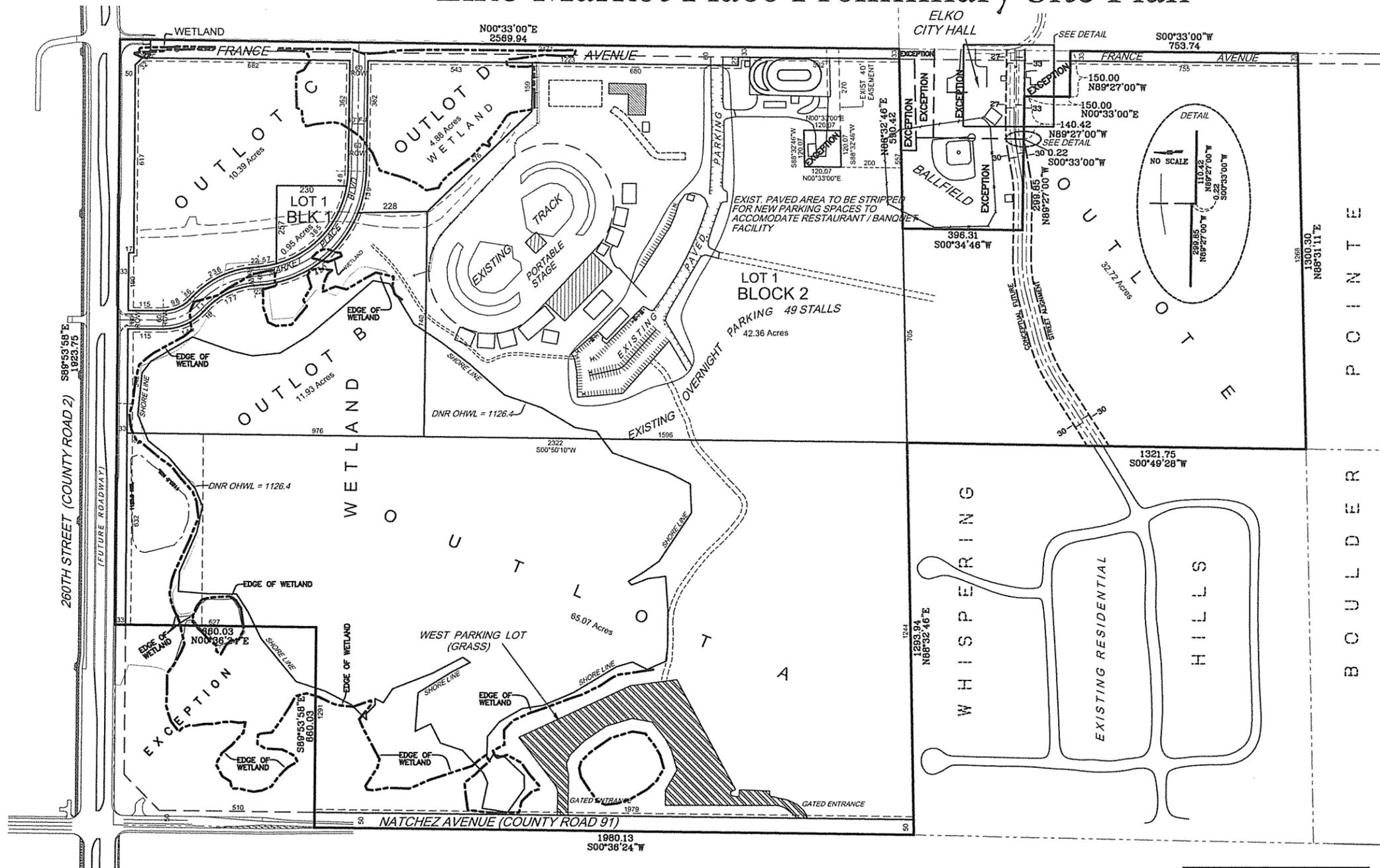
D. SINGLE FAMILY RESIDENCE

We are requesting a 10 year extension related to the allowance of general office and speedway related storage and repair uses upon the form residential parcel. We are requesting the termination date for such uses be extended from 2019 to 2029. Also this parcel is used for overflow parking for events at Elko Speedway.

DEVELOPMENT PLANS

1. Elko Market Place Preliminary Site Plan, dated March 6, 2006, prepared by Probe Engineering
2. West Concourse Area Detail, dated October 27, 2010
3. Concourse Area Layout, dated October 27, 2010
4. Non Racing/Non Music Events Area, dated January 13, 2011
5. Camping Area, dated February 11, 2011
6. Accessory Outdoor Seating with Liquor and Food Service Area, dated October 1, 2012
7. Drive In Movie Theater Site Plan, dated April 9, 2015
8. Drive In Movie Theater Visibility Plan, dated April 9, 2015
9. Drive In Movie Theater Entering & Exiting Plan, dated April 9, 2015
10. Elko Speedway and Drive In Rules and Policies, dated April 9, 2015
11. Elko Speedway and Drive In Security Plan, dated April 9, 2015
12. Elko Speedway and Drive In Emergency Plan, dated April 9, 2015
13. Playground Area, dated October 22, 2015
14. Permitted Liquor Service Area, dated November 1, 2016
15. Comprehensive Sign Plan, dated February 14, 2017, prepared by Appro Development
16. Overflow Parking, dated February 14, 2017
17. Simultaneous Race and Movie Events Parking, dated February 14, 2017

Elko Market Place Preliminary Site Plan



The Northwest Quarter of Section 27, Township 113, Range 21, Scott County, Minnesota excepting those parts described as follows:

1. The West 660.00 feet of the North 660.00 feet of the Northwest Quarter thereof;
2. The North 120.00 feet of the South 320.00 feet of the West 120.00 feet of the East 390.00 feet of the Southeast Quarter of the Northwest Quarter thereof;

The Northeast Quarter of the Southwest Quarter of Section 27, Township 113, Range 21, Scott County, Minnesota excepting those parts described as follows:

1. Beginning at a point on the north line of said Northeast Quarter of the Southwest Quarter distant 33.00 feet west of the northeast corner thereof; thence west, along said north line, a distance of 300.00 feet; thence south 50.00 feet; thence east 300.00 feet; thence north 50.00 feet to the point of beginning.
2. Beginning at a point on the east line of said Northeast Quarter of the Southwest Quarter distant 117.18 feet south of the northeast corner thereof; thence west, at right angles to said east line, a distance of 290 feet and 5 inches; thence south, parallel to said east line, a distance of 300.00 feet; thence east a distance of 290 feet and 5 inches to said east line; thence north 300.00 feet to the point of beginning.
3. Beginning at a point on the north line of said northeast Quarter of the Southwest Quarter distant 333.00 feet west of the northeast corner thereof; thence south, parallel with said east line, a distance of 50.00 feet; thence east, parallel with said north line, a distance of 42.58 feet; thence south, parallel with said east line, a distance of 356.80 feet; thence west, at right angles to said east line, a distance of 300.00 feet; thence northerly a distance of 396.10 feet to a point on the north line of said Northeast Quarter of the Southwest Quarter distant 257.42 feet west of the point of beginning; thence easterly to the point of beginning.
4. Beginning at a point on the east line of said Northeast Quarter of the Southwest Quarter distant 417.18 feet south of the northeast corner thereof; thence West a distance of 150.00 feet; thence South a distance of 150.00 feet; thence East a distance of 150.00 feet; thence North a distance of 150.00 feet to the point of beginning.
5. A strip described as the East 2 rods of the North 117 feet of the Northeast Quarter of the Southwest Quarter.
6. Beginning at a point on the east line of said Northeast Quarter of the Southwest Quarter distant 117.80 feet south of the northeast corner thereof; thence west, at right angles to said east line, a distance of 290 feet and 5 inches; thence north, at right angles, a distance of 67.18 feet; thence east, at right angles, a distance of 290 feet and 5 inches, more or less, to the east line of said Northeast Quarter of the Southwest Quarter; thence south, along said east line, a distance of 67.18 feet to the point of beginning.

PRELIMINARY SITE DATA

FEE OWNER/ DEVELOPER: R & F PROPERTIES
26350 FRANCE AVENUE
ELKO, MN. 55020

CONSULTANT: PROBE ENGINEERING CO., INC
1000 E. 146TH ST
SUITE 240
BURNSVILLE, MINNSOTA 55337

ENGINEER: DAREN J. MEIER PE NO.40112

SURVEYOR: RUSSELL P. DAMLO RLS NO. 19086

TOTAL AREA = 177.88 ACRES / 7,748,529 S.F.

OUTLOT A = 65.07 ACRES / 2,834,384 SF

OUTLOT B = 11.93 ACRES / 519,851 SF

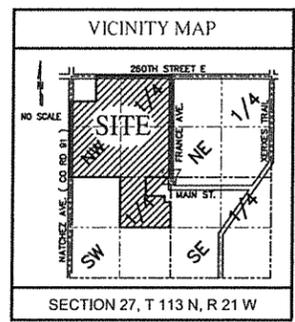
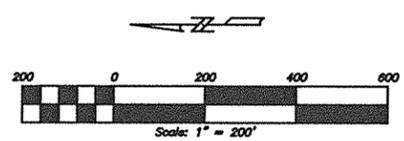
OUTLOT C = 10.39 ACRES / 452,626 SF

OUTLOT D = 4.88 ACRES / 212,370 SF

LOT 1 / BLK 2 = 42.36 ACRES / 1,845,108 SF

OUTLOT E = 32.72 ACRES / 1,425,257 SF

LOT 1 / BLK 1 = 0.95 ACRES / 41,463 SF



INDEX		
PRE-PLAT	1	PRELIMINARY PLAT/SITE (200)
GRADING	2	PRELIMINARY GRADING (200)
	3-6	PRELIMINARY GRADING (60)
	7	PRELIMINARY UTILITY PLAN (200)
UTILITY	8-10	PRELIMINARY UTILITY PLAN (60)

PROBE ENGINEERING COMPANY, INC.
CONSULTING ENGINEERS, PLANNERS and LAND SURVEYORS
1000 EAST 146TH STREET, BURNSVILLE, MINNESOTA 55337 PH (952)432-3000

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

DATE _____ REG. NO. _____

REVISIONS		
3	11/30/05	KK CHANGED RACE TRACK PARCEL TO LOT 1, BLOCK 2 AND REVISED LOT AREAS AND ROAD ALIGNMENT
2	11/17/05	CO SHOW PARKING STALLS FOR REST. / BANQ. FACILITY
1	11/14/05	DJ REVISE BOUNDARY, BNDRY ANNOTATION AND AREAS

PREPARED FOR:
R & F PROPERTIES
26350 FRANCE AVENUE
ELKO, MN. 55020

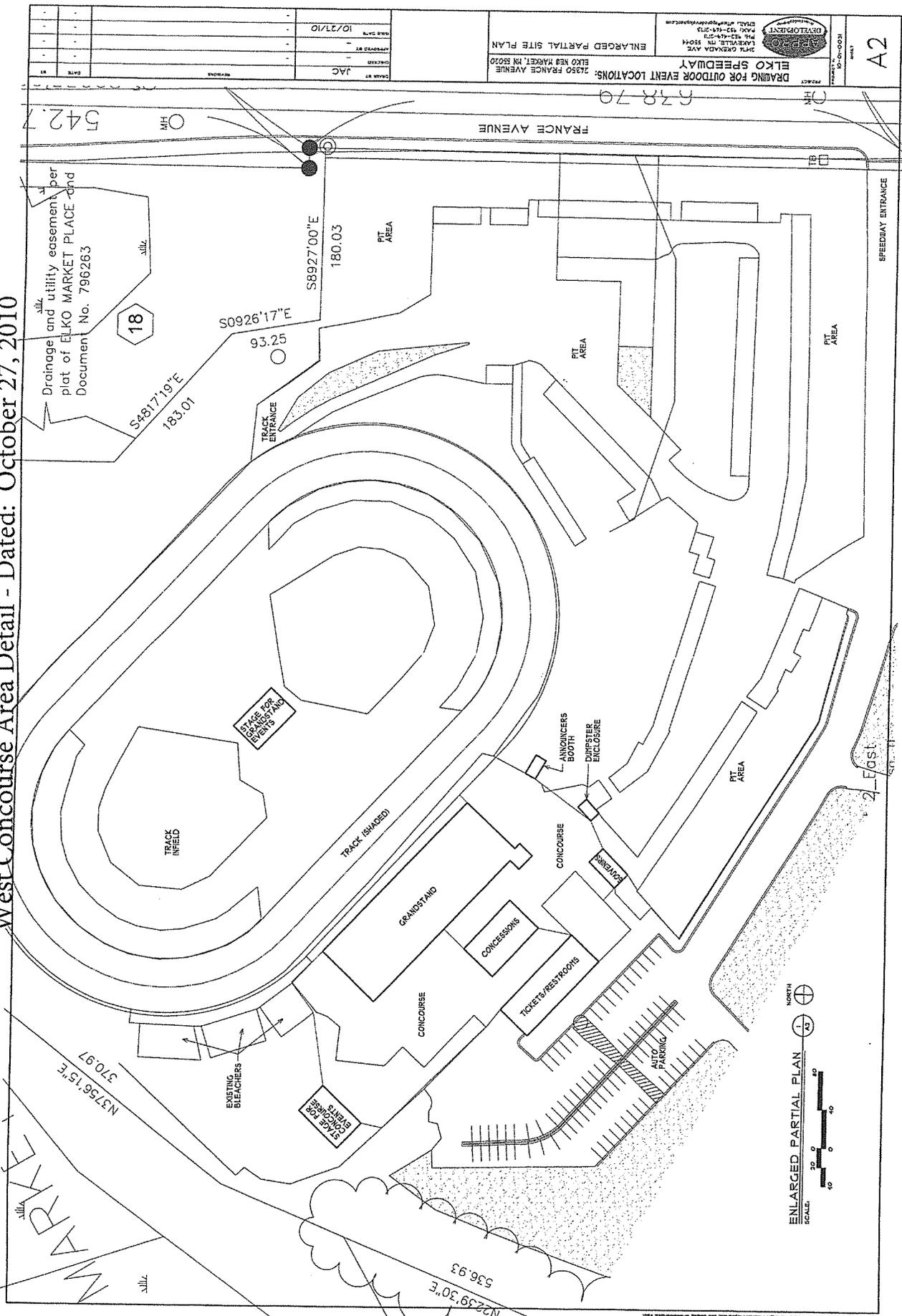
DESIGNED	CHECKED
PRM	9/25/05
SCALE: 1" = 200'	
JOB NO. 12780.00	

Preliminary Plat / Site ELKO MARKET PLACE

ELKO, MINNESOTA

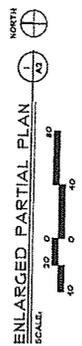
SHEET	REV.
1	
OF	10

West-Concourse Area Detail - Dated: October 27, 2010



PROJECT	ELKO SPEEDWAY
DRIVING FOR OUTDOOR EVENT LOCATIONS:	2150 FRANCE AVENUE ELKO NEAR MARKET, NV 89201
ENLARGED PARTIAL SITE PLAN	
DATE	10/27/10
DESIGNED BY	JAC
CHECKED BY	
APPROVED BY	
SCALE	
DATE	

A2



542.7

538.70

FRANCE AVENUE

SPEEDWAY ENTRANCE

East

N3756'15"E
370.97

N2239'30"E
536.93

S0926'17"E
93.25

S8927'00"E
180.03

18

S487'19"E
183.01

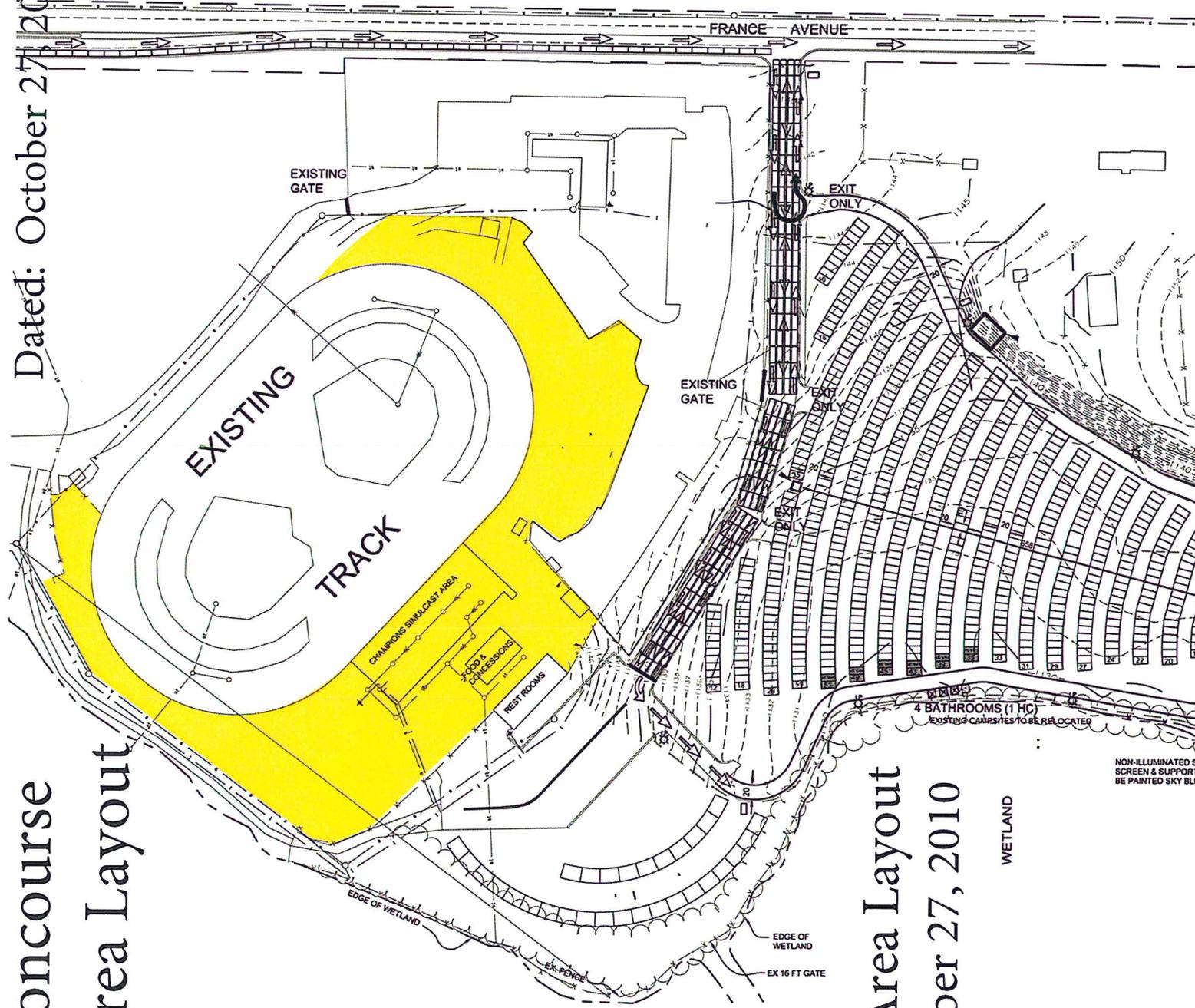
Drainage and utility easement per plot of ELKO MARKET PLACE and Document No. 796263

Concourse Area Layout

Dated: October 27, 2010



YELLOW AREA
= CONCOURSE



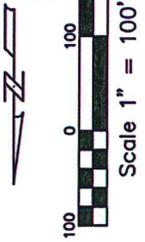
Concourse Area Layout

Dated: October 27, 2010

Non Racing/Non Music Events Area

Dated: January 11, 2011

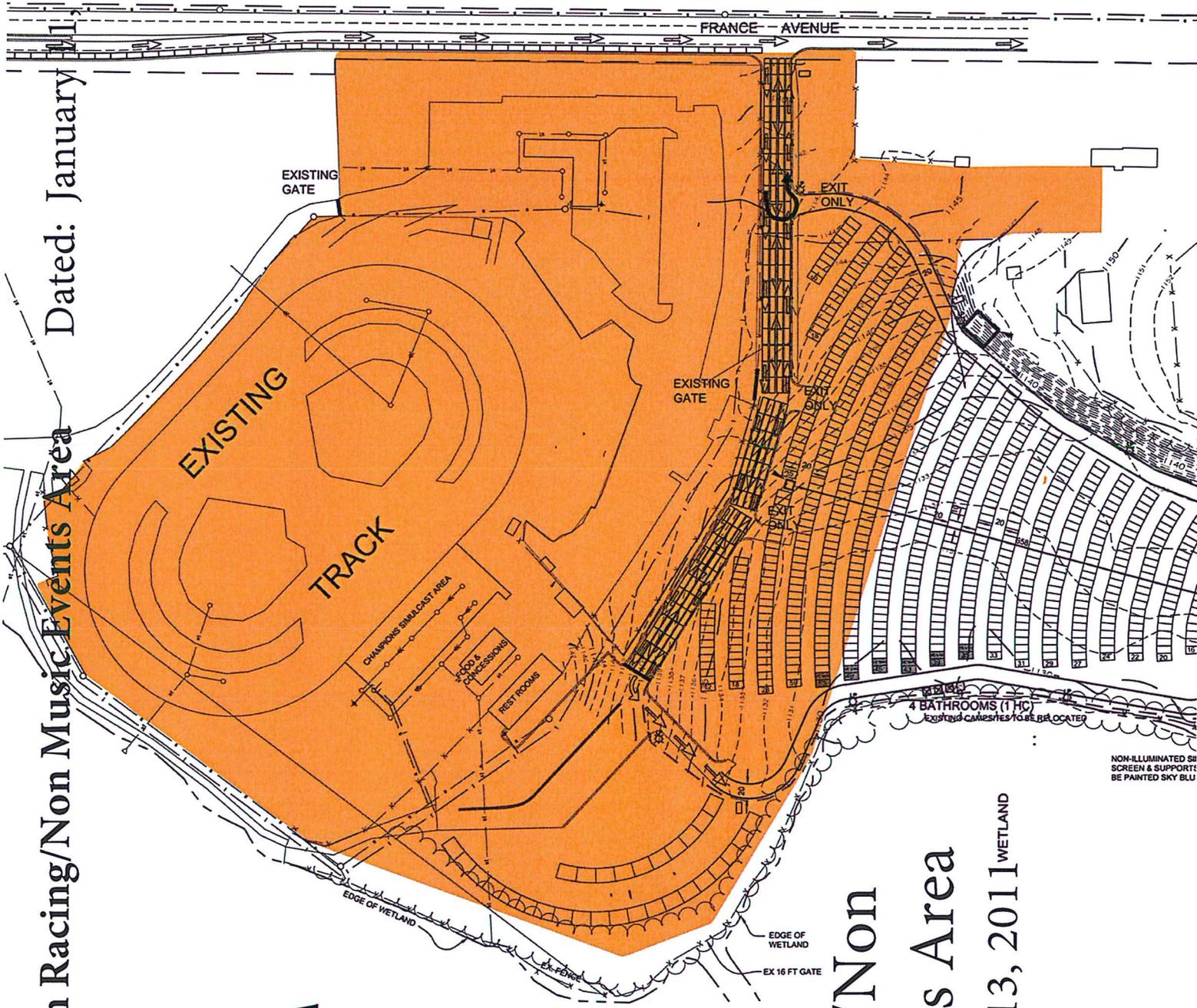
Non Racing/Non Music Events Area



ORANGE AREA

= NON-RACING /

NON-MUSIC EVENTS AREA



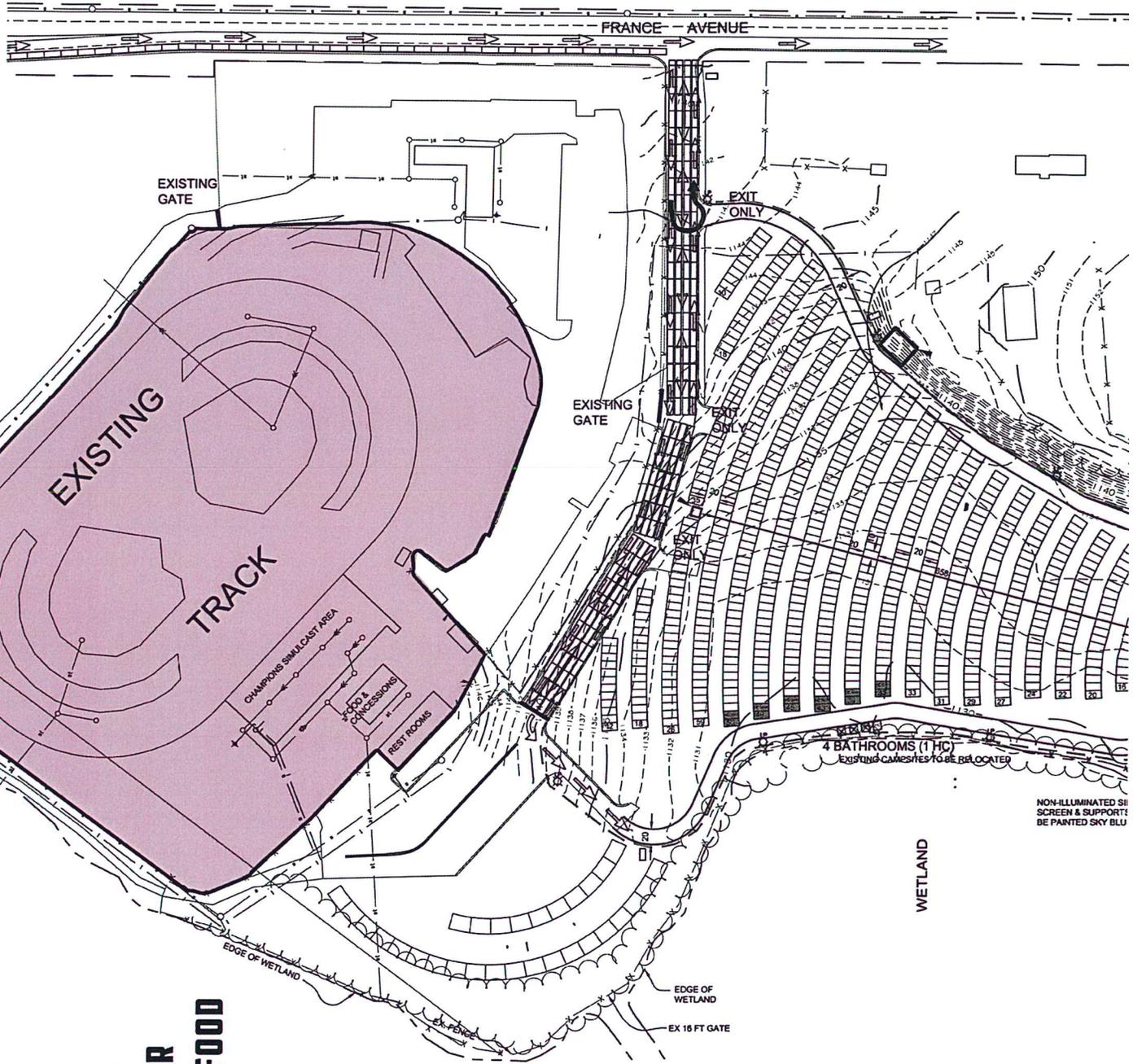
Non Racing/Non

Music Events Area

Dated: January 13, 2011

WETLAND

DATED: OCTOBER 1, 2012

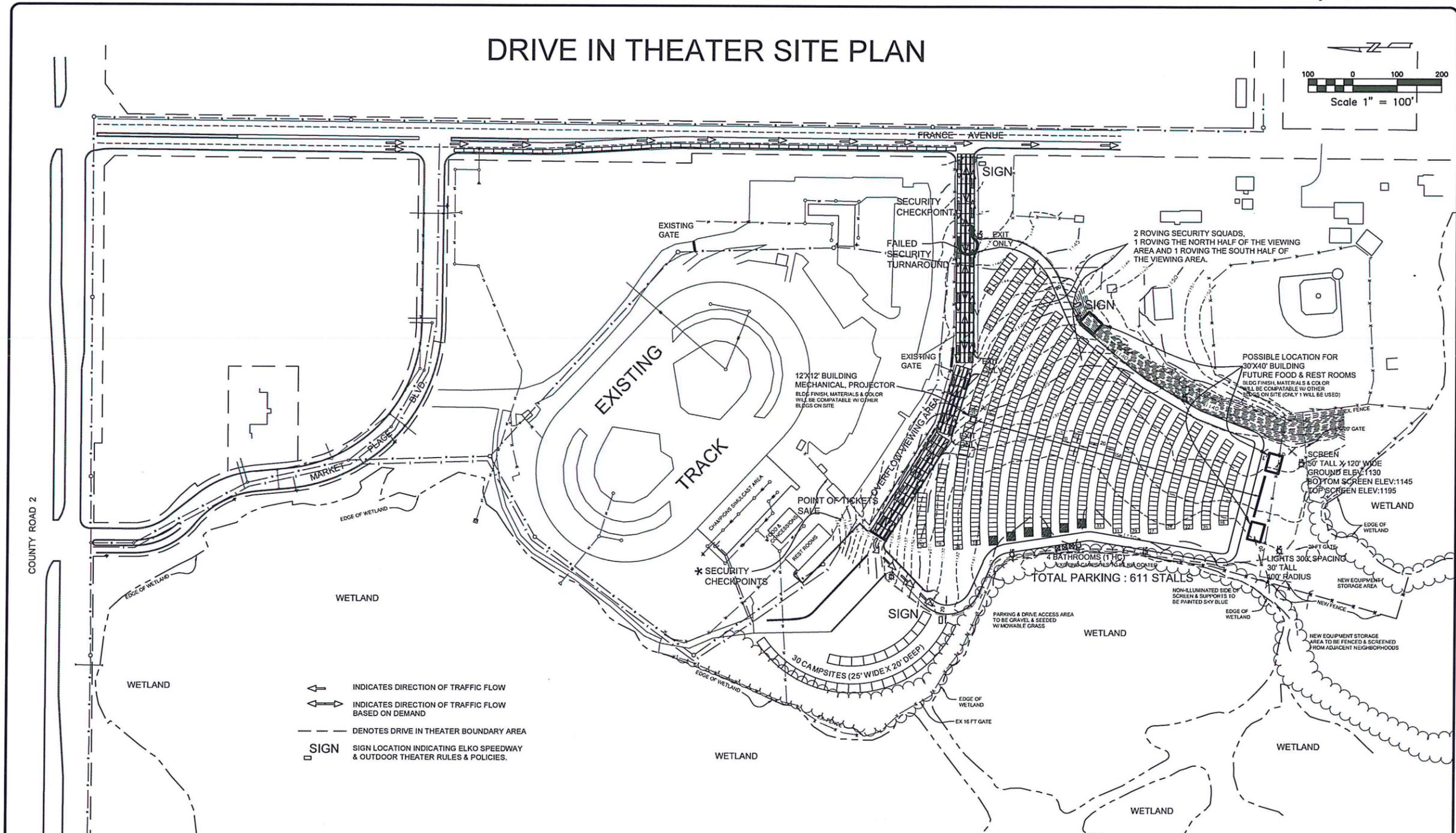
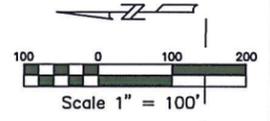


NON-ILLUMINATED SIGN SCREEN & SUPPORTS BE PAINTED SKY BLUE

PURPLE AREA
= ACCESSORY OUTDOOR SEATING WITH LIQUOR & FOOD SERVICE AREA



DRIVE IN THEATER SITE PLAN



- ← INDICATES DIRECTION OF TRAFFIC FLOW
- ⇄ INDICATES DIRECTION OF TRAFFIC FLOW BASED ON DEMAND
- - - DENOTES DRIVE IN THEATER BOUNDARY AREA
- SIGN SIGN LOCATION INDICATING ELKO SPEEDWAY & OUTDOOR THEATER RULES & POLICIES.

PROBE ENGINEERING COMPANY, INC.
 CONSULTING ENGINEERS, PLANNERS and LAND SURVEYORS
 1000 EAST 146th STREET, BURNSVILLE, MINNESOTA 55337 PH (952)432-3000

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

REVISIONS	
2	6/24/14 CO REVISED PER CLIENT DIRECTION
1	1/16/14 CO REVISED PER CLIENT DIRECTION

PREPARED FOR:
R & F PROPERTIES
 26350 FRANCE AVENUE
 ELKO-NEW MARKET, MN

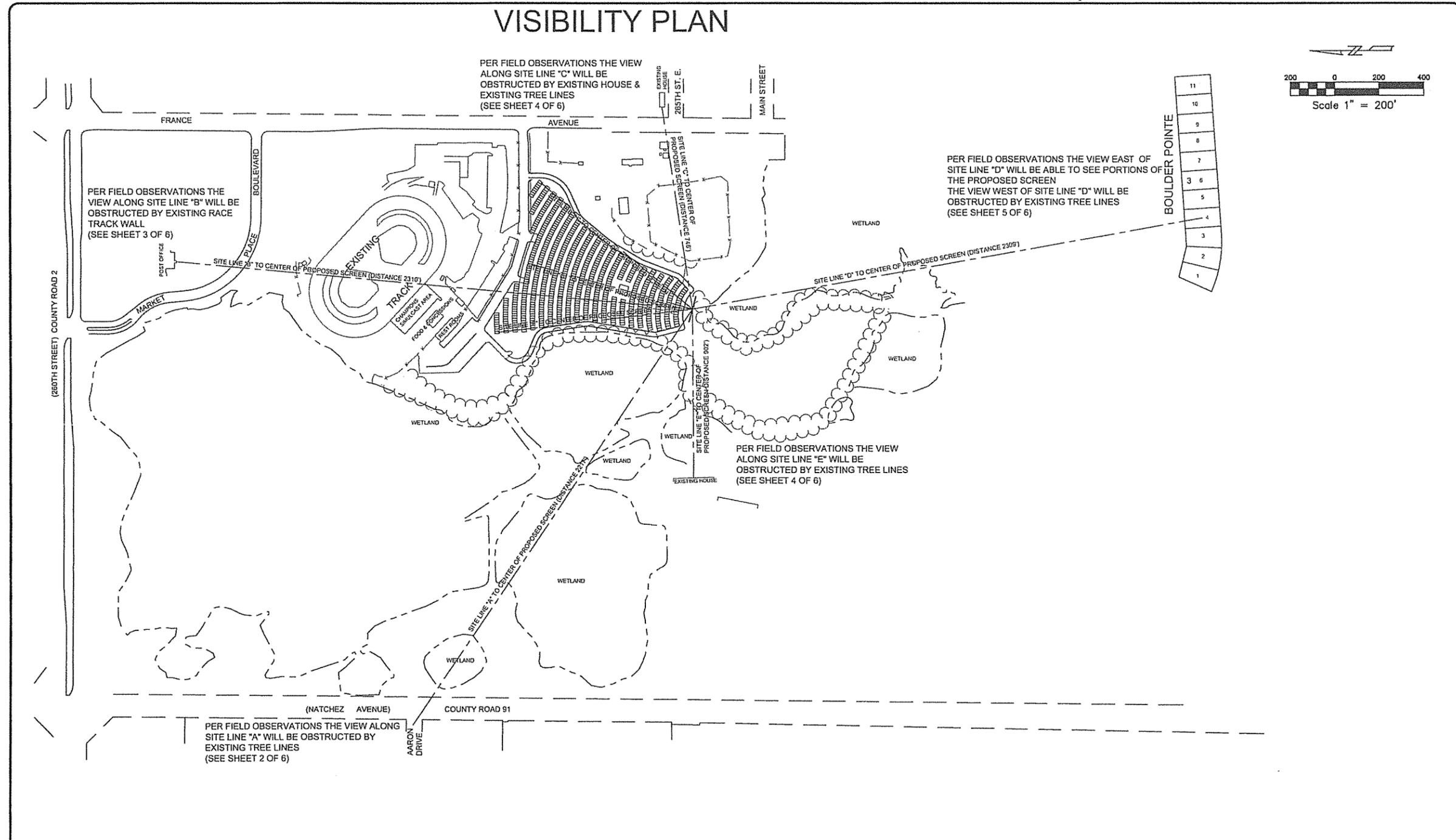
DESIGNED	CHECKED
DRWN	DATE
PRM	11-4-13
SCALE	1"=100'
JOB NO.	15335.00

DRIVE IN THEATER LAYOUT
ELKO MARKET PLACE
 ELKO-NEW MARKET, MINNESOTA

SHEET	REV.
1	1

Drive In VISIBILITY PLAN

Dated: April 9, 2015



<p>PROBE ENGINEERING COMPANY, INC. CONSULTING ENGINEERS, PLANNERS and LAND SURVEYORS 1000 EAST 146th STREET, BURNSVILLE, MINNESOTA 55337 PH (952)432-3000</p>	<p>I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.</p> <p>DATE: _____ REC. NO. _____</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2">REVISIONS</th> </tr> </thead> <tbody> <tr><td> </td><td> </td></tr> </tbody> </table>	REVISIONS																						<p>PREPARED FOR:</p> <p>R & F PROPERTIES 26350 FRANCE AVENUE ELKO-NEW MARKET, MN</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>DESIGNED</th> <th>CHECKED</th> </tr> </thead> <tbody> <tr> <td>DRAWN FRM</td> <td>DATE 11-4-13</td> </tr> <tr> <td>SCALE 1"=200'</td> <td></td> </tr> <tr> <td>JOB NO. 15335.00</td> <td></td> </tr> </tbody> </table>	DESIGNED	CHECKED	DRAWN FRM	DATE 11-4-13	SCALE 1"=200'		JOB NO. 15335.00		<p>VISIBILITY PLAN ELKO MARKET PLACE</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>SHEET</td> <td>REV.</td> </tr> <tr> <td style="text-align: center;">1</td> <td></td> </tr> <tr> <td>OF</td> <td></td> </tr> <tr> <td style="text-align: center;">6</td> <td></td> </tr> </table>	SHEET	REV.	1		OF		6	
REVISIONS																																												
DESIGNED	CHECKED																																											
DRAWN FRM	DATE 11-4-13																																											
SCALE 1"=200'																																												
JOB NO. 15335.00																																												
SHEET	REV.																																											
1																																												
OF																																												
6																																												



ELKO SPEEDWAY AND OUTDOOR MOVIE THEATER

RULES AND POLICIES

Welcome to Elko Speedway & Elko Drive-In Movie Theater. All of us at Elko welcome you and your family and friends. We hope that you have the very best experience and totally enjoy your time here.

In order for everyone to have the best time possible, please make yourself familiar with the rules and policies that are listed below. Please be respectful to other patrons of Elko and also the surrounding neighborhood.

1. **TAILGATING.** You are welcome to tailgate, picnic and BBQ at Elko. Generally speaking, tailgating will occur from 7:30pm-9:30pm on movie nights and 5pm-7pm on race nights. For your safety and the safety of others, please limit open fires to the designated picnic/BBQ area and respect the people around you.
2. **ALCOHOL.** We want all guests of Elko to have the beverage of their choice and to drink responsibly. However, no outside/carry-ins of alcoholic beverages of any kind are permitted on Elko Property. No consumption of alcoholic beverages will be permitted without the following conditions:
 - a. You must show proper identification to prove age. You must be 21 years of age or older to consume/purchase alcohol. No minor consumption of alcoholic beverages will be tolerated. If minor consumption is involved, Elko New Market Police will be called immediately.
 - b. Any and all alcoholic beverages must be purchased at Elko.
 - c. Alcoholic beverages must be consumed in Elko's regulated liquor service area only.
 - d. Elko may refuse to serve alcoholic beverages to any person for any reason.
 - e. Elko may report any persons in violation of the alcohol policy to Elko New Market Police if we believe you are acting contrary to the law or in a manner which may endanger or disrespect yourself, others, or their property.
 - f. If you are asked to leave because of an alcohol policy – no refunds will be available.
 - g. Coolers are not permitted in the designated restricted race track area. Please obey the signs.
3. **LOUD NOISES.** So everyone can enjoy their time at Elko, loud noises will not be allowed. When the movies start, Elko considers that "quiet time" and no loud noises are acceptable. Security will issue one warning for any excessive noise or to lower the volume on your sound system. The second incident will result in that "group" being asked to leave the premises. No refunds will be issued. Rule of thumb: if the vehicle next to you can hear you or your sound system then it is too loud.
4. **LIGHTS.** Please no use of bright lights, flares, sparklers, fireworks, head lights, dome lights, etc. Anything that generates light will not be permitted. Lighting will be available around the parking areas and race track area to insure the safety of our patrons.

5. **BEHAVIOR.** We want everyone to have the best experience possible. Our image will be shaped not only by our staff, drivers, teams, but our patrons as well. Our goal is to ensure that everyone has an excellent time but that we also create a safe and supportive environment for everyone while maintaining a wholesome, family oriented atmosphere. Each guest should act responsibly and be considerate of others. Remember, Elko is privately owned so patrons who fail to comply with Elko policy and rules after being warned will be asked to leave. No refunds are available if you are asked to leave. Below are some behavior guidelines:

- a. Please wear shoes, pants, and shirts at all times.
- b. No public urination will be allowed.
- c. No abusive language or contact will be allowed. Anyone exhibiting this behavior will be asked to leave the premises without a refund. If necessary, Police will be summoned.
- d. Be courteous and respectful of others around you and the surrounding neighborhood. Do not sit in aisles/walkways; be loud and/or disruptive to the people around you. Please use common sense.
- e. Smoking is permitted in designated areas.
- f. Patrons caught throwing any items will be immediately removed from the property.
- g. Please help us by picking up after yourself. Garbage/Recycling cans are available all over the facility.
- h. All bags, purses, blankets, cars, etc. are subject to search. Prohibited items or contraband that is discovered during security inspections at any time will be confiscated. Unlawful items that are discovered during security inspections will be reported to the Police.

6. **PROHIBITED ITEMS.** To ensure that all patrons have a safe and enjoyable visit to Elko Speedway and Champions Outdoor Movie Theater, the following items, are examples but not limited, will not be permitted to be brought onto the premises:

- a. No carry-in or brought in alcoholic beverages.
- b. Coolers are not permitted in the designated restricted race track area. Please obey the signs.
- c. Glass containers
- d. Weapons
- e. Illegal drugs
- f. Fireworks, sparklers, flares, etc.
- g. Laser lights, etc.

7. **ALL PATRONS WILL BE ASKED TO LEAVE THE PROPERTY BY 2AM.** No overnight parking, tents, campers or camping is permitted. Our gates will be locked at 2am but will reopen at 9:00am the next day to allow for retrieval of vehicles.

8. **MISCELLANEOUS ITEMS.** Below is a list of other rules and policies for Elko.

- a. There will be absolutely no re-admittance once you leave Elko. You will not be able to return.
- b. It is your responsibility to prove that you purchased a ticket. If you are asked to prove purchase you must be able to produce your ticket.
- c. Any person under the age of 14 must be accompanied by an adult.
- d. It is up to every individual to know the curfew laws. Anyone on Elko's property under age, after curfew times without a parent or guardian will be asked to leave without a refund.

- e. Grilling is only allowed in designated areas. No open fires except in designated picnic/BBQ areas.
- f. NO PETS allowed on our premises unless it is a guide/service dog to aid the visually impaired, hearing impaired or physically disabled.
- g. Articles found during an event will be turned into the lost and found at the Souvenir Stand.
- h. Handicap seating for racing is located at the bottom of the center grandstand with companion seating adjacent to this designated area.

9. **PAYMENT FORMS.** Elko accepts the following payments: Cash or Credit (MasterCard or Visa only); No checks accepted.

10. **PARKING.** Parking is always free with a ticket in designated areas. Please allow our security team to show you where parking is located. Handicap and Disabled Parking is available in our designated areas. You must have your disabled parking pass issued by your state displayed in your window or on your license plate. Motorcycle Parking is located just east of the A frame office building. These special areas are clearly marked.

11. **EMERGENCIES.** In case of an emergency, please find security personnel to assist you.

- a. LOST CHILDREN - Elko personnel will escort children whom become separated from their families to the souvenir stand until their families are located. If you are looking for your lost child, please find the nearest Elko Security personnel.
- b. FIRST AID – If you are in need of first aid and it is not a dire medical emergency, please contact Elko Security personnel for assistance. If it is a dire emergency have someone call 911, then alert Elko Security personnel.
- c. INCLEMENT WEATHER – Elko Security and Personnel will direct you in what to do in the case of inclement weather.

12. **SECURITY.** Elko Security personnel will be stationed throughout the premises should you require assistance, please contact Security or the nearest Staff Member. Do not handle the situation yourself; our Security Staff is here to help. The appropriate person or agency will be dispatched to your location to assist you.

Thank you for respecting our rules and policies. We know you will appreciate and understand why we need to detail and enforce these rules and policies. It is extremely rare that speedways and outdoor movie theaters even exist in this day and age. In order for Elko to continue to provide this experience, we need everyone to stay within these rules and policies to respect our neighbors and this amazing community of Elko New Market.

Thank you and have a great time.

Elko Speedway and Elko Drive-In Theater Staff.



**CHAMPIONS OUTDOOR MOVIE THEATER
SECURITY PLAN**

FRANCE AVE ENTRANCE: One security official will be used for each lane open for ticket purchases. This security official will:

- A. Sweep to prevent any carry-ins or other contraband.
- B. Distribute Elko Speedway and Champions Outdoor Theater rules and policies.
- C. Verify appropriate adult supervision.
- D. Tell people to turn off headlights
- E. Assist with directions and correct parking procedures
- F. Move traffic control devices to shift traffic lanes based on demand.
- G. Instruct on exiting procedures.
- H. Instruct patrons on our no re-admittance policy.
- I. Have 2 way radio(s) to be able to communicate with other security/staff.

ROVING SECURITY: We expect two security officials to rove the outdoor theater parking area at all times. These security officials will:

- A. Be equipped with golf carts.
- B. Have 2 way radio(s) to be able to communicate with other security/staff.
- C. Aid in correct parking procedures and exiting procedures.
- D. Noise control.
- E. Checking for proper admittance (ticket purchased). No sneak ins.
- F. Check for carry-in, minor consumption, other contraband.

LIQUOR SERVICE AREA: A security official will be stationed at the gate that controls the entrance and exit for the liquor service area. This security official will:

- A. Not allow alcohol to leave the liquor service area.
- B. Make sure everyone has the required ticket to enter the premises.
- C. Keep surveillance on possible underage drinking.

VIOLATION PROCEDURE: Refer to Elko Speedway and Champions Outdoor Movie Theater Rules and Policies.



ELKO SPEEDWAY AND CHAMPIONS OUTDOOR MOVIE THEATER EMERGENCY PLAN

The purpose of this emergency plan is to anticipate the possible types of emergencies/disasters that could occur at Elko Speedway and Champions Outdoor Movie Theater (Elko) and designate key personnel, provide county and local police, fire, sheriff and medical contact information and detail basic guidelines in which to handle these situations. Elko will also hold an annual mock evacuation to train key personnel on proper procedures in the case of a real emergency.

Elko Speedway and Champions Outdoor Movie Theater will cancel or postpone an event based on severe weather/tornado warning.

General Guidelines

Elko's manager on duty (MOD) will be the lead person representing Elko. The MOD will keep in contact and gather information and instruction from Scott County Sheriff and/or Elko New Market Police and Elko New Market Fire Department. The MOD will communicate directly to other Elko key staff members in this order with communication being established by using 2 way radios and also cell phones:

1. Head Security Official
2. Race Director
3. Chief Steward
4. Track Announcer
5. Office Manager
6. Concessions Manager
7. Champions Manager
8. On Site Medical Personnel

How to React to an Emergency or Disaster

Remain calm and make sure the MOD and the Elko New Market Police, and/or Scott County Sheriff office, and/or Elko New Market Fire are involved. The MOD will immediately gather as much accurate information and directions as available. The MOD will work with Elko staff, especially the track announcer, and give appropriate information to the general public. MOD should direct Head Security Official on what action is necessary. Proper and effective communication is critical in time of emergency or disaster. All involved must work together to insure timely response.

Site, Grandstand and Building Evacuation

In the case of evacuation, the following procedures will be followed:

1. Remain calm.
2. Advise staff via 2 way radios and/or cell phones of the need to evacuate.
3. Make public address announcements to evacuate by proceeding slowly and as directed.
4. Assist disabled persons.

5. Make sure other areas not in range of the public address systems are also clear of people.

Once evacuation is complete, stay in the designated area(s), as detailed on our emergency plan checklist form attached, until released by law enforcement, fire or other emergency services. Do not return to the evacuated area(s) until cleared by authorized personnel. Do not talk to the media or general public regarding reasons for evacuation – authorized personnel will handle that.

Emergency Phone Numbers

Elko New Market Police	911	or	952-461-6068 (Regular hrs.)	952-445-1411 (after hrs.)
Elko New Market Fire	911	or	952-461-2777	
Scott County Sheriff's Office	911	or	952-445-1411	
National Weather Service	952-361-6670			
Northfield Hospital	507-646-1000		(Northfield, MN)	
Fairview Ridges Hospital	952-892-2000		(Burnsville, MN)	
Queen of Peace Hospital	952-758-4431		(New Prague, MN)	

Elko Speedway/Champions Outdoor Movie Theater Contact Numbers

Tom Ryan, President/Owner	612-282-4330
Beth Tatge, CFO	612-282-4336
Robin Anderson, GM	952-237-5181
Concession Mgr	952-461-7223
Tim Olson, Race Day Coord.	612-327-5831
Faith Olson, Employee Coord.	612-220-7124
Jason Searcy, Announcer	763-355-7320

ELKO SPEEDWAY/CHAMPIONS OUTDOOR MOVIE THEATHER EMERGENCY FACT SHEET

Date: _____

Time: _____ AM / PM

Nature of Incident: _____

Location (Be Specific – draw map on back if necessary): _____

What were the circumstances leading up to the incident: _____

If the result of negligence, what will be done to correct condition: _____

Name(s) of Injured or Involved	Address	Phone No.
_____	_____	_____
_____	_____	_____

Name(s) of Witnesses	Address	Phone No.
_____	_____	_____
_____	_____	_____

Was police, paramedics, fire department, etc. called: Y / N If so who: _____

If an report number was given or contact info, please write here: _____

Form completed by: _____ Date: _____

**BE AS DETAILED AS POSSIBLE – USE THE BACK OF THIS SHEET IF NECESSARY
TURN INTO OFFICE IMMEDIATELY**

Elko Speedway/Champions Outdoor Movie Theater Emergency Plan Checklist

FIRE SITUATION

- Location of Fire
- In-house reponse team notified
- Security/Safety/Maintenance on alert or on scene
- Reclassify if facility threatened
- Fire Department contacted
- Communication of threat

SEVERE WEATHER

- Manager on Duty notified of weather alert
- Alert upgraded to warning
- Communication of warning to key staff
- Race Track/Theater shutdown implementation
- Evacuate Elko Property
- Find cover in Champions, Concessions Bldg., Office Bldg.,
Sovenir Stand, Bathrooms

BOMB THREAT

- Call recorded
- Contact Police/Sheriff's Office
- Communication of threat as directed by law enforcement
- Initiate evacuation of area

CIVIL DISORDER

- Incident premediated
- Incident spontaneous
- Isolation of irate guest
- Contact Police/Sheriff's Dept.
- EMT's/Paramedics alerted or contacted
- Additional crowd control

FOOD/BEVERAGE TAMPERING

- Deliberate tampering (extortion)
- Outside agencies required/contacted
- Illness outbreak - evaluation by EMT's/Paramedics
- Isolation of affected products
- Sales of products stopped
- Vendor Notified

ELKO SPEEDWAY/CHAMPIONS OUTDOOR MOVIE THEATHER EMERGENCY FACT SHEET

Date: _____

Time: _____ AM / PM

Nature of Incident: _____

Location (Be Specific – draw map on back if necessary): _____

What were the circumstances leading up to the incident: _____

If the result of negligence, what will be done to correct condition: _____

Name(s) of Injured or Involved	Address	Phone No.
--------------------------------	---------	-----------

Name(s) of Witnesses	Address	Phone No.
----------------------	---------	-----------

Was police, paramedics, fire department, etc. called: Y / N If so who: _____

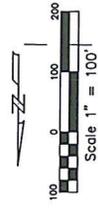
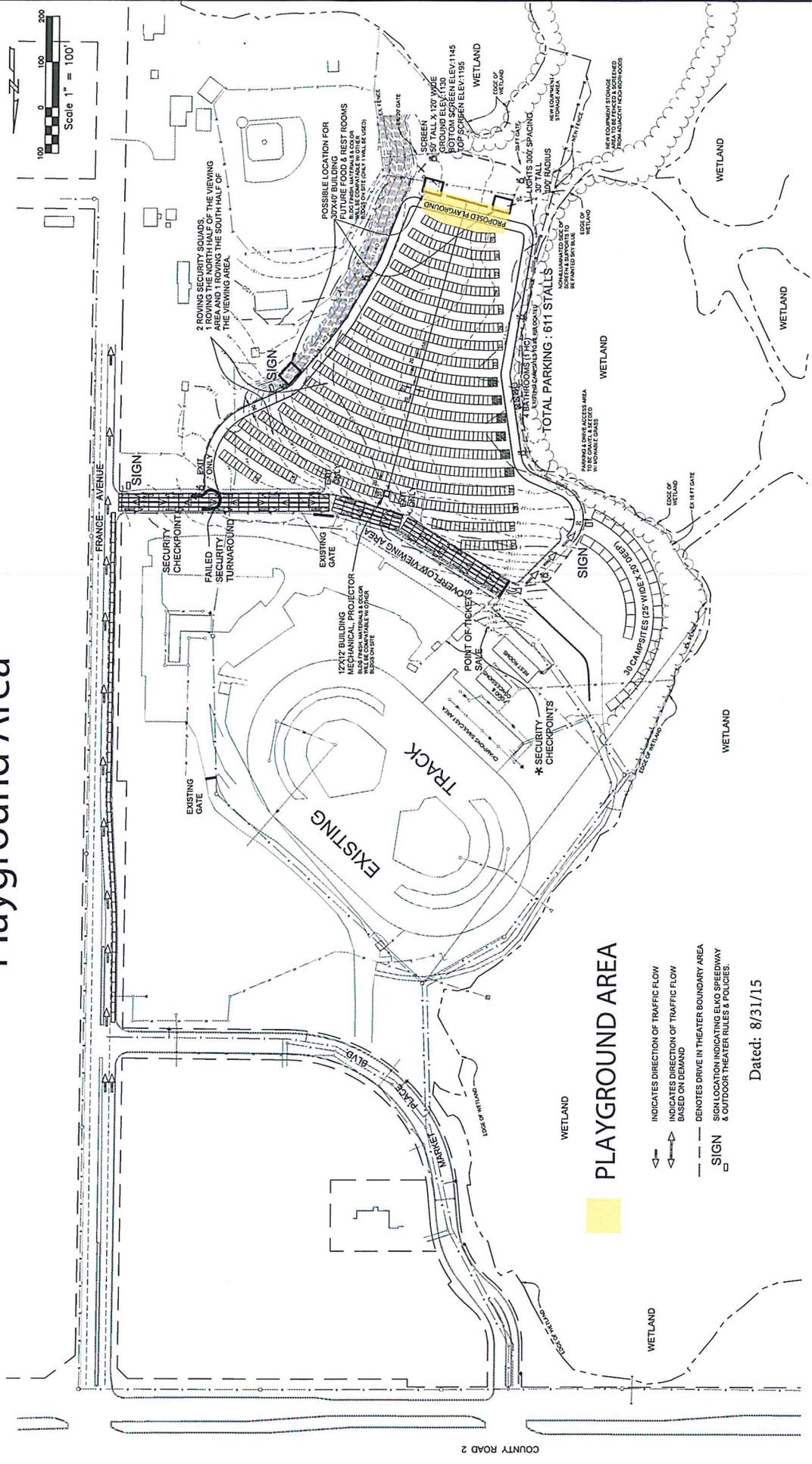
If an report number was given or contact info, please write here: _____

Form completed by: _____ Date: _____

**BE AS DETAILED AS POSSIBLE – USE THE BACK OF THIS SHEET IF NECESSARY
TURN INTO OFFICE IMMEDIATELY**

Dated: October 22, 2015

Playground Area



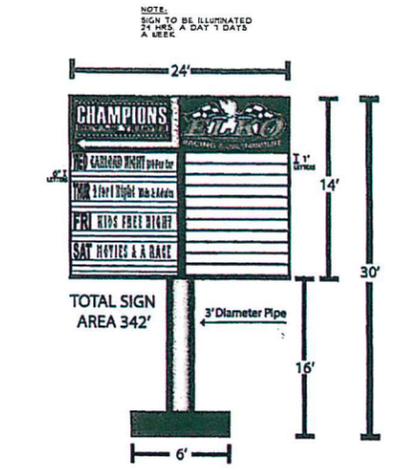
PLAYGROUND AREA

- INDICATES DIRECTION OF TRAFFIC FLOW
- INDICATES DIRECTION OF TRAFFIC FLOW BASED ON DEMAND
- DEMOTES DRIVE IN THEATER BOUNDARY AREA
- SIGN LOCATION INDICATING ELMO SPEEDWAY & OUTDOOR THEATER RULES & POLICIES.

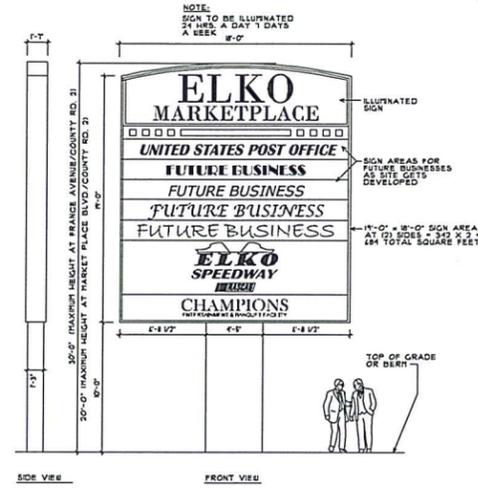
Dated: 8/31/15

Comprehensive Sign Plan

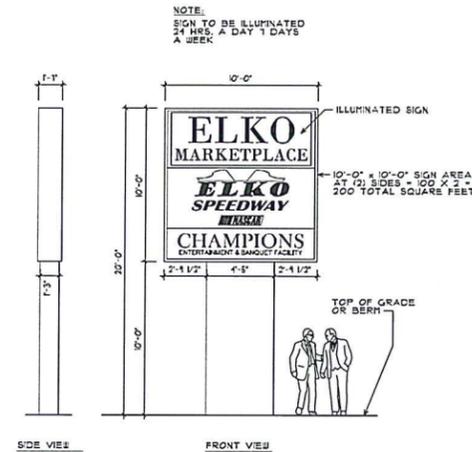
Date: February 14, 2017



EXISTING MONUMENT SIGN LOCATION "A"

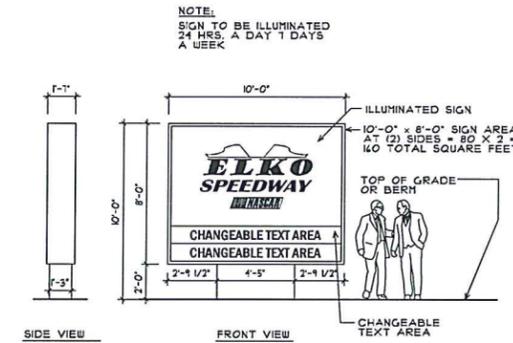


SIGN LOCATION "B"

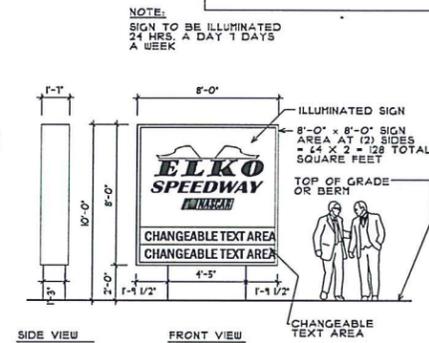


SIGN LOCATION "C"

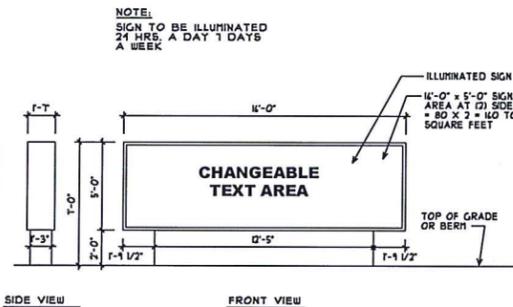
NOTE: SIGNAGE TO BE INSTALLED OVER TIME AS ENTIRE SITE AND INDIVIDUAL LOTS ARE DEVELOPED IN THE FUTURE



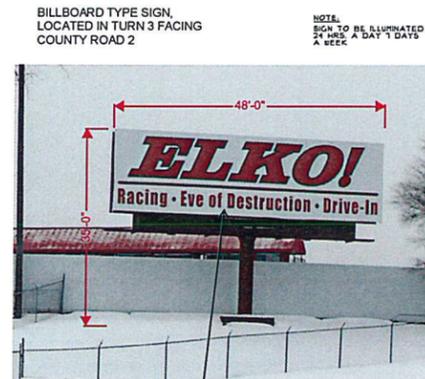
SIGN LOCATION "D"



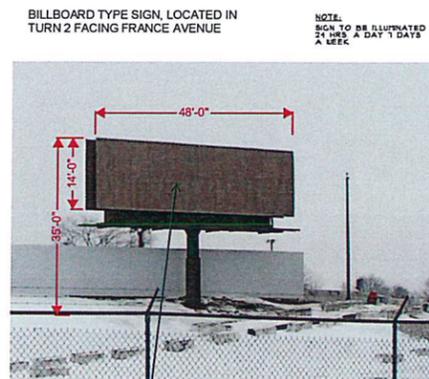
SIGN LOCATION "E"



SIGN LOCATION "I"



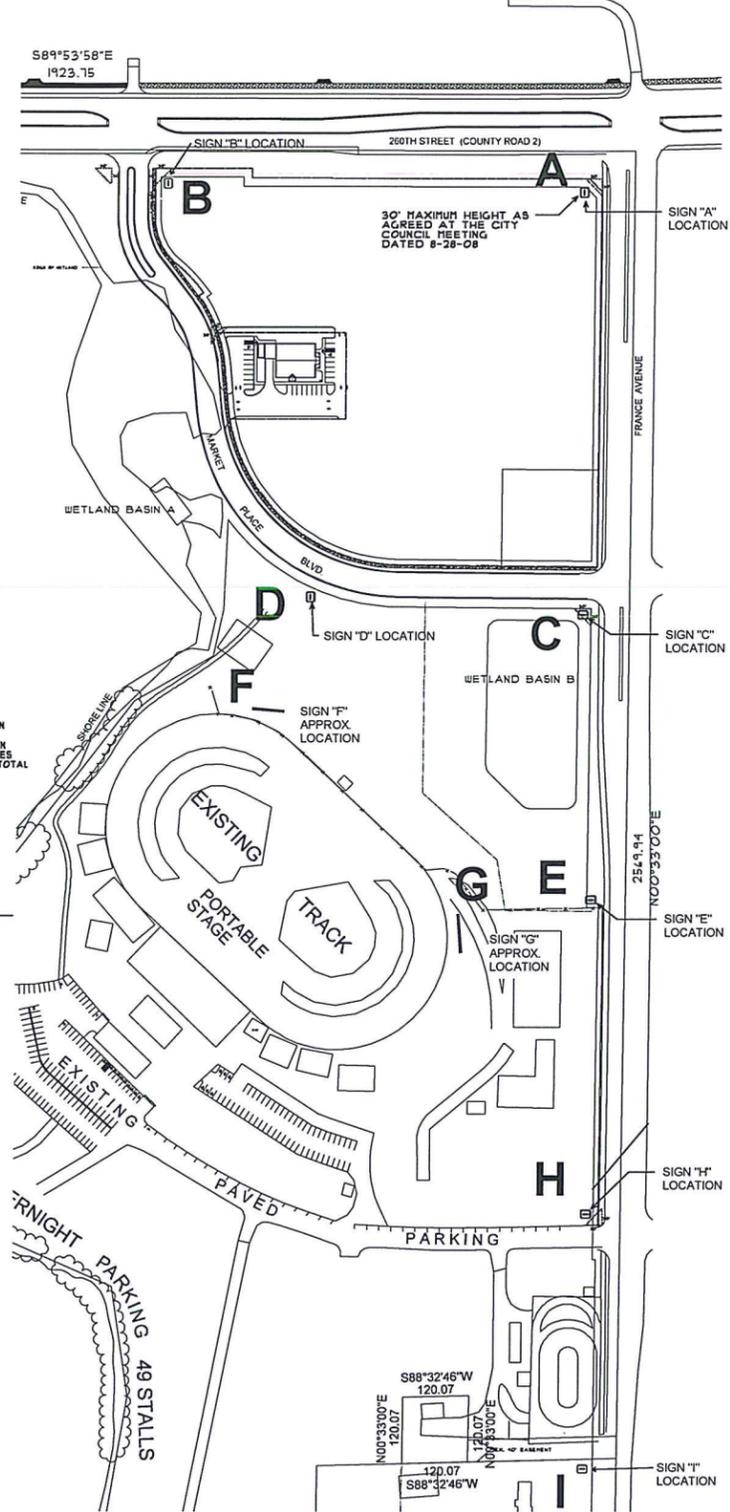
EXISTING BILLBOARD SIGN LOCATION "F"



EXISTING BILLBOARD SIGN LOCATION "G"



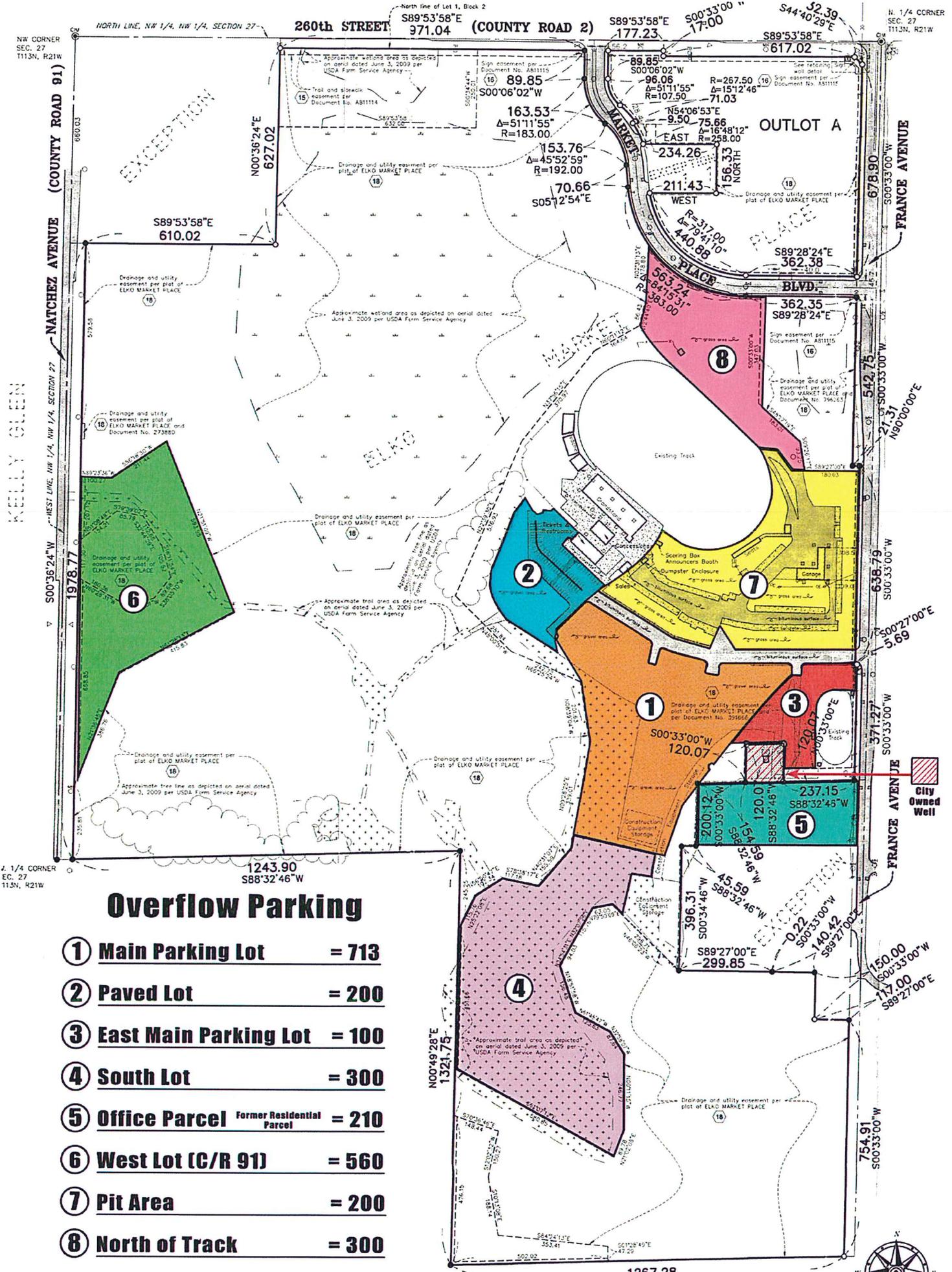
EXISTING MONUMENT SIGN LOCATION "H"



KEY PLAN SITE SIGN LOCATIONS
SCALE: N.T.S.

BY	
DATE	
REVISIONS	
DESIGN BY	JAC
CHECKED	
APPROVED BY	
ISSUE DATE	02/13/17
PROPOSED PROJECT FOR: ELKO MARKET PLACE 2474 GREENADA AVE LAKEVILLE, MN 55044 PH: 952-464-2711 FAX: 952-464-3713 EMAIL: info@elko-market.com	
SITE SIGNAGE MASTER PLAN	
PROJECT #	07-04-012
SHEET	AI-2

Project Number: 07-04-012
 Date: 02/14/17



Overflow Parking

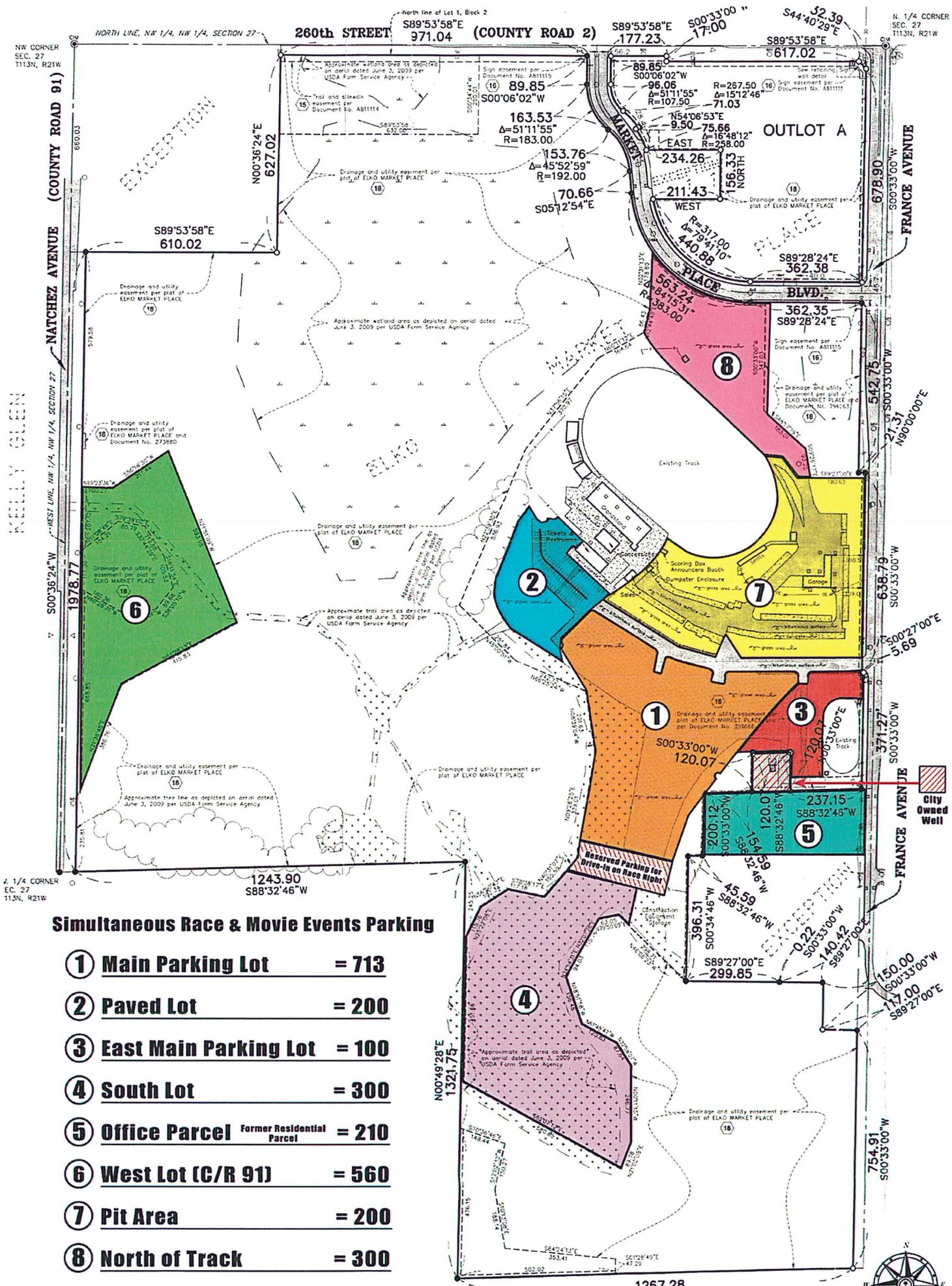
- ① Main Parking Lot = 713**
- ② Paved Lot = 200**
- ③ East Main Parking Lot = 100**
- ④ South Lot = 300**
- ⑤ Office Parcel Former Residential Parcel = 210**
- ⑥ West Lot (C/R 91) = 560**
- ⑦ Pit Area = 200**
- ⑧ North of Track = 300**

Total Parking Stalls = 2583

1267.28
S88°31'11"W

Dated: February 14, 2017





Simultaneous Race & Movie Events Parking

- ① Main Parking Lot = 713**
- ② Paved Lot = 200**
- ③ East Main Parking Lot = 100**
- ④ South Lot = 300**
- ⑤ Office Parcel Former Residential Parcel = 210**
- ⑥ West Lot (C/R 91) = 560**
- ⑦ Pit Area = 200**
- ⑧ North of Track = 300**

Total Parking Stalls = 2583

1267.28
S88°31'11"W

Dated: February 14, 2017



ORDINANCE NO. _____

**CITY OF ELKO NEW MARKET
SCOTT COUNTY, MINNESOTA**

**AN ORDINANCE AMENDING CHAPTERS 2 AND 28C, TITLE 11, OF THE ELKO
NEW MARKET CITY CODE (ZONING ORDINANCE) CONCERNING PLANNED
UNIT DEVELOPMENTS AND SPEEDWAY USES**

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

Section 1. Section 11-2-2 of the Elko New Market City Code is amended to include the following speedway related definitions:

SPEEDWAY RELATED DEFINITIONS:

LIMITED HOLIDAYS: Includes only Labor Day, Memorial Day and Independence Day.

MOTOCROSS SPEEDWAY: Any speedway used for cross country motorcycle racing.

NONRACING EVENT: Any private or public gathering of individuals held at a speedway that does not meet the definition of a "racing event" and that includes or is similar to the following activities:

- Car/motorcycle shows
- Driving schools
- Police/firefighter training
- Community fairs
- Auctions
- Swap meets/flea markets/farmers markets
- Art fairs
- Holiday family events
- "Haunted hayrides/houses"
- Community events
- Funerals/weddings/graduations
- Marching band competitions
- Fundraisers
- Community walk/runs
- Food and wine tasting

- Circuses

QUARTER MIDGET SPEEDWAY: Any speedway used for racing miniature racecars which attain speeds no greater than fifty (50) miles per hour, with power supplied by an engine no greater than 250cc.

PRACTICE/TIME TRIAL: A single or multiple day event involving motor vehicles prepping for a future race at the speedway that is not a contest or show.

RACING EVENT: Any single or multiple day event, show, race, or other attraction to be held at a speedway involving a contest of motor vehicles.

SPEEDWAY: Any place or open space designed or used as a speedway, racetrack, motocross track or other sport which involves vehicles propelled by internal combustion powered engines.

SPEEDWAY CONCOURSE: The areas outside of the speedway tracks that have been authorized for non-race events under Section 11-28C-11.

3/8 OVAL TRACK: Any 3/8 mile oval speedway track used for racing events, music events and or non-racing events as defined under this chapter.

Section 2. Section 11-28C-21 of the Elko New Market City Code is amended to read as follows:

11-28C-21: PUD DISTRICTS AND ENTITLEMENTS: PUDs which do not predate the adoption of this chapter and their approved entitlements are provided as follows:

PUD-1: Boulder Heights, Ordinance No. _____

Section 3. Effective Date. This ordinance shall be effective upon its passage and publication by the City Council.

PASSED AND ADOPTED this _____ day of _____, 2017, 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

ORDINANCE NO. _____

**CITY OF ELKO NEW MARKET
SCOTT COUNTY, MINNESOTA**

**AN ORDINANCE AMENDING AND RESTATING THE PLANNED UNIT
DEVELOPMENT DISTRICT ZONING OF THE ELKO SPEEDWAY, PART OF THE
ELKO MARKET PLACE PLAT, AND THE ADJOINING LOT**

ELKO SPEEDWAY PUD

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

Section 1. Legal Description: The Planned Unit Development zoning of the following described property located within the City of Elko New Market, Scott County, Minnesota is hereby amended as provided in this Ordinance:

See attached Exhibit A

(hereinafter "Property").

Section 2. PUD Zoning. The City hereby amends the Planned Unit Development District, PUD for the Property described in Section 1, in its entirety, as follows:

A. Permitted Uses. Permitted uses allowed in accordance with the restrictions provided under this Section are as follows:

- 3/8 Oval Track Racing Events
- Quarter Midget Racing Events
- Drive-In Theater
- Bar/Restaurant/Banquet Facility and accessory outdoor dining
- Non-Racing Events
- Accessory office uses
- Accessory outside vending

B. Prohibited Uses. Uses not listed as permitted uses or in the case of non-racing events, activities determined by the City to be dissimilar to those listed.

C. Development Plans. The PUD must be maintained in accordance with the following development plans which are on file with the City and which are incorporated herein by reference:

- Plan 1. Elko Market Place Preliminary Site Plan, dated March 6, 2006, prepared by Probe Engineering
- Plan 2: West Concourse Area Detail dated October 27, 2010
- Plan 3: Concourse Area Layout, dated October 27, 2010
- Plan 4: Non-Racing/Non-Music Events Area, dated January 13, 2011
- Plan 5: Camping Area, dated February 11, 2011
- Plan 6: Accessory Outdoor Seating with Liquor and Food Service Area, dated October 1, 2012
- Plan 7: Drive-In Movie Theater Site Plan, dated April 9, 2015
- Plan 8: Drive-In Movie Theater Visibility Plan, dated April 9, 2015
- Plan 9: Drive-In Movie Theater Entering and Exiting Plan, dated April 9, 2015
- Plan 10: Elko Speedway and Drive-In Rules and Policies, dated April 9, 2015
- Plan 11: Elko Speedway and Drive-In Security Plan, dated April 9, 2015
- Plan 12: Elko Speedway and Drive-In Emergency Plan, dated April 9, 2015
- Plan 13: Playground Area, dated October 22, 2015
- Plan 14: Permitted Liquor Service Area, dated November 1, 2016
- Plan 15: Comprehensive Sign Plan, dated February 14, 2017, prepared by Appro Development
- Plan 16: Overflow Parking, dated February 14, 2017
- Plan 17: Simultaneous Race and Movie Events Parking, dated February 14, 2017

E. Regulations. The PUD must be maintained and comply with the following conditions:

1. Racing Events. Racing events are permitted within the 3/8 oval track and quarter midget speedway areas subject to applicable provisions of the City Code and the following restrictions:

a. 3/8 Oval Track:

(1) Races shall occur only on Thursdays, Fridays, Saturdays, Sundays and limited holidays. Races may not be scheduled over more than 3 consecutive days, except in the event of a rain make up day. Racing events shall comply with the following time limitations:

(a) Thursdays, Fridays, Saturdays and limited holidays: Events shall not be scheduled prior to 10:00 a.m. No race shall start after 11:30 p.m. and all races must be completed by midnight.

(b) Sundays: Events shall not be scheduled prior to noon. No race shall start after 8:30 p.m., and all races must be completed by 9:00 p.m.

(2) Practices/time trials shall occur only on Thursdays, Fridays and Saturdays between the hours of noon and 10:00 p.m.

(3) Except when attending another authorized event within the 3/8 oval track or grandstand or as otherwise provided in this section, all spectators, drivers and authorized families and guests must be off of 3/8 Oval Track and grandstand areas by the following time frames:

(a) For Races:

(i) Thursdays, Fridays, Saturdays and limited holidays: by 1:00 a.m. for spectators and by 2:00 a.m. for drivers and authorized families and guests.

(ii) Sundays: by 10:00 p.m. for spectators and 11:00 p.m. for drivers and authorized families and guests. The time frames provided under subsection (3)(a)(i) above shall apply when a limited holiday occurs on the Monday immediately following a Sunday.

(b) For Practices/Time Trials: within one hour after the completion of the practices/time trials for spectators and by midnight for drivers and authorized families and guests.

(4) No more than 70 racing events shall be held annually within the 3/8 Oval Track. Only 40 of the 70 racing events may be races identified under subsection (1) above.

b. Quarter Midget Speedway Area.

(1) Race Events: Events shall occur only on Fridays, Saturdays, Sundays and Limited Holidays, as further defined in the City's Zoning Ordinance. Events on Fridays and Saturdays may occur only between the hours of 10:00 a.m. and 10:00 p.m. Events scheduled on Sundays shall occur only between the hours of 10:00 a.m. and 8:00 p.m. Races may not occur over more than three (3) consecutive days. All spectators must be off of the Quarter Midget Speedway Area within one hour of completion of the final race. Drivers and authorized families and guests must be off of the Quarter Midget Speedway Area by midnight. The Sunday time frames shall apply to a limited holiday.

(2) Practices/Time Trials: Practices/time trials may be held on Thursdays, Fridays and Saturdays only between the hours of 10:00 a.m. and 8:00 p.m. All spectators, speedway operators and drivers, must be off of the Quarter Midget Speedway Area or premises by 9:00 p.m.

(3) No more than 110 racing events shall be held annually within the quarter midget speedway area. Only 27 of the 110 racing events may be races.

2. Outdoor Non-Racing Events Using Amplified Sound. Outdoor non-racing events using amplified sound shall be allowed only in the 3/8 oval track and concourse areas subject to applicable provisions of the City Code and the following conditions:

a. 3/8 Oval Track.

(i) Monday through Saturday: Events shall not be scheduled prior to 9:00 a.m. and shall be completed by 11:30 p.m.

(ii) Sunday: Events shall not be scheduled prior to 10:00 a.m. and shall be completed by 11:30 p.m.

b. Concourse Area:

(1) The noise source of the music events (stage) shall be confined to the west side of the concourse area using the southeast facing stage as depicted in the West Concourse Area Detail, Plan 2 of the PUD Ordinance.

(2) Noise produced within concourse area may not exceed 65 dBA during daytime hours (7:00 am - 10:00 pm) or 55 dBA during evening hours (10:00 pm - 7:00 am) as measured from the south, east and west property lines of the PUD.

c. Events within the concourse area or 3/8 oval track shall not occur simultaneously with another outdoor non-racing event using amplified sound or racing event in the concourse area or 3/8 oval track.

d. Events shall conclude by 11:30 p.m., unless otherwise authorized under an outdoor concert and event permit issued by the City Council pursuant to Chapter 5, Title 4 of the City Code

e. No more than 5 non-racing events using amplified sound are permitted each year without issuance of an outdoor concert and event permit by the City Council pursuant to the terms and requirements of Title 4, Chapter 5 of the City Code, as amended.

f. Events/activities (including simultaneous [multiple] non-racing/non-music events) which fail to meet the conditions of this Section or the requirements for an outdoor concert and event permit under Title 4, Chapter 5 of the City Code, as amended, or that exceed a peak maximum attendance of 8,000 persons shall require an amendment of the PUD.

3. Outdoor Non-Racing Events Without Amplified Sound. Outdoor non-racing events without amplified sound, including simultaneous (multiple) non-racing events without amplified sound, shall be allowed subject to the following conditions:

a. Except as otherwise provided in this Section, the events shall be limited to the Non-Racing/Non-Music Events Area, Plan 4 of the PUD Ordinance.

b. Outdoor non-racing events without amplified sound within the concourse area, motor pits or parking areas (including the drive-in theater) shall not coincide with outdoor non-racing events with amplified sound or racing events within the 3/8 oval track.

c. Minor music events without amplified sound within the area identified in Plan 4 shall be allowed as an accessory to non-racing events without amplified sound within the 3/8 oval track provided such music events are clearly secondary and incidental to the primary non-racing.

d. Events shall not occur prior to 7:00 a.m. and shall be completed by 11:30 p.m.

e. Events must meet applicable requirements for an outdoor concert and event under Title 4, Chapter 5 of the City Code, as amended.

f. Events/activities (including simultaneous [multiple] non-racing/non-music events) which fail to meet the conditions of this Section or the requirements for an outdoor concert and events under Title 4, Chapter 5 of the City Code, as amended, or that exceed a peak maximum attendance of 8,000 persons shall require an amendment of the PUD.

4. Drive-In Theater. The drive-in theater area is subject to the following conditions:

a. Drive-in theater activities shall not occur simultaneously with any other events within the 3/8 oval track or concourse area, except under the following conditions:

(1) Until 8:45 pm, three traffic lanes shall be available for entering the site and one traffic lane shall be available for exiting maneuvers.

(2) Speedway staff (in safety gear) shall direct traffic to ensure fast and efficient entrance and exiting maneuvers.

(3) On race nights, reserved parking for outdoor (drive-in) theater patrons shall be provided in the southern area of the movie viewing area in accordance with Plan 17 of the PUD ordinance.

(4) Overflow parking shall be provided in accordance with Plan 16 of the PUD ordinance.

(5) If on-street parking is used to accommodate off-street parking demands generated by overlapping uses, upon notice by the City to the Speedway, the Speedway shall take appropriate steps to reduce the need for on-street parking. These may include, but shall not be limited to, the following:

- (i) Starting races earlier to reduce or omit the overlap of events;
 - (ii) Showing “less popular” or shorter movies when large race event attendance is expected; and
 - (iii) Adding additional on-site parking.
- b. The projection building shall be designed such that finish materials and colors are compatible (consistent) with other accessory buildings upon the site.
- c. No external (outdoor) speakers shall be used in association with drive-in theater activities.
- d. New and/or relocated site signage shall be consistent with the approved comprehensive sign plan and subject to sign permit.
- e. Compliance with traffic impact provisions of Scott County Ordinance No. 5.
- f. Compliance with city environmental protection sections of Zoning Ordinance for wetlands (permit required) and stormwater management (plan and computations required).
- g. Prior to issuance of a building permit for a future concessions building to be served by water or sewer, utility plans must be submitted to and approved by the city engineer. A temporary concession is permitted as shown on the Drive-In Theater Site Plan, Plan 7 of the PUD Ordinance, upon issuance of a building permit.
- h. Dust associated with the drive-in theater use from parking areas and drive lanes shall be controlled.
- i. The illuminated side of the movie screen (the north side of the screen) shall not be visible from residential properties per the Visibility Plan, Plan 8 of the PUD Ordinance.
- j. Screening shall be provided as necessary to minimize headlight glare upon residential properties. Proposed screening efforts shall be subject to City approval.
- k. The drive-in theater area shall be secured by a chain link fence measuring six feet in height. Existing fencing located along the site’s wetland shall be considered legally non-conforming in terms of location. Such fencing may be replaced but in no case shall it be located closer to the abutting wetland than its present location.

l. Construction equipment storage areas shall be consistent with the Drive-in Theater Site Plan, Plan 7. Construction equipment storage shall not be visible from adjacent properties and rights of way.

m. All drive-in movies shall conclude by 2:00 a.m. and all movie patrons shall vacate the premises by 2:30 a.m.

n. Personnel to direct traffic during periods of incoming and outgoing traffic coinciding at the drive-in exit on France Avenue shall be provided if necessary to address congestion from traffic exiting onto France Avenue due to obstructed sightlines from incoming cars stacked in the southbound right turn lane.

o. Security on the site shall comply with the Elko Speedway Drive-In Theater Security Plan, Plan 11 of the PUD Ordinance. A sign which conveys the prohibition of guns upon the property shall be erected near the subject site's France Avenue entrance. Such sign shall be specifically located to be visible to movie patrons.

p. Elko Speedway shall implement and enforce the Elko Speedway and Drive-In Theater Rules and Policies, Plan 10 of the PUD Ordinance.

q. The drive-in theater shall comply with the Elko Speedway Drive-In Theater Emergency Plan, Plan 12 of the PUD Ordinance.

r. One through lane shall be maintained on public roadways at all times.

s. The drive-in theater area shall be kept free from trash at all times.

t. A barbecue/picnic area is permitted with boundaries consistent with the area designed on the Drive-In Theater Site Plan, Plan 7 of the PUD Ordinance.

u. A playground area is permitted with boundaries consistent with the area designated on the Playground Area Plan, Plan 13 of the PUD Ordinance.

5. Permitted Liquor Service Area. The sale and consumption of alcohol is allowed within the Permitted Liquor Service Area, Plan 14 of the PUD Ordinance. No carry-in alcohol shall be permitted within the Permitted Liquor Service Area.

6. Outside Vending. Outside vending as an accessory use shall be allowed subject to the following conditions:

a. Each vending site shall not exceed 2,000 square feet in area (excluding trailer cabs or tractors);

b. Vendors shall only operate as authorized under this PUD;

c. Vendors shall obtain all appropriate permits and/or licenses;

d. Each vending site shall be setback at least 50 feet from County Roads and France Avenue;

e. Signage shall comply with applicable requirements of the City's sign code.

7. Single-Family Residence. Use of the former single family residential parcel shall be limited to the following:

Former Residence: Speedway-related office use

Accessory Building: Speedway-related storage and repair

Subject to the following conditions:

a. Office use shall meet the requirements of the 2007 Minnesota Building Code.

b. City off-street parking requirements for the office uses shall comply with identified required parking on the site plan prepared by R&F Properties, dated December 8, 2008.

The existing office use within the residence (Ryan Contracting) shall be considered a legal nonconforming use subject to the provisions of Section 11-3-9.

8. Restaurant/Bar/Banquet Facility. The restaurant/bar/banquet facility may allow accessory outdoor dining within consistent with the Accessory Outdoor Seating with Liquor and Food Service Area, Plan 6 of the PUD Ordinance, subject to the following:

a. Sufficient restrooms shall be provided for the number of people in attendance pursuant to Uniform Building Code requirements.

b. Food and beverage service within the outdoor dining area shall be limited to Sunday through Saturday from 5:00am to 2:00am, with hours of liquor service subject to the Elko Speedway liquor license provisions.

c. Except as otherwise provided in this subsection, outdoor dining shall comply with the requirements of this PUD for non-racing events.

9. Fireworks Displays. Up to 4 fireworks displays per year are permitted within the PUD without obtaining a special outdoor concert and events permit under Title 4, Chapter 5 of the City Code. Additional fireworks displays must be approved by the City and require issuance of a special outdoor event permit under Title 4, Chapter 5 of the City Code, as amended. Fireworks displays must comply with applicable City Code requirements and are subject to any additional permits required under the City Code.

10. Freestanding Signs. Signs to be located within the PUD shall comply with the Comprehensive Sign Plan, Plan 15 of the PUD Ordinance, and the following restrictions:

- a. Signs shall be used solely for on-premises advertising and information.
- b. The freestanding sign upon the former residential parcel shall comply with the following:
 - (i) Sign copy shall relate to the principal office use of the residential building;
 - (ii) The sign shall require a sign permit.

11. Camping. Camping within the PUD is permitted subject to the following:

- a. Camping activities shall be accessory to allowed speedway events.
- b. Overnight vehicle parking stalls and camping spaces shall be confined to the "camping areas" identified on the site plan (see attached map).
- c. Camping activities upon the Speedway parcel shall be limited to the "camping areas" graphically depicted upon the Camping Area, Plan 5 of the PUD Ordinance. The "camping areas" are comprised of both the existing and expanded/additional camping areas. Within the "camping areas", no more than 49 camping spaces (in total) may be occupied at one time.
- d. Restroom facilities, as deemed appropriate by the City, shall be available at all times in sufficient capacity to serve individuals using the camping spaces.
- e. Use of the vehicle parking stalls (camping spaces) shall be limited to the day before, during and after a specific event held upon the Speedway parcel.
- f. All camping activities shall comply with State requirements pertaining to such activity.
- g. Overnight security shall be provided, as approved by the City.
- h. The expanded camping area (located north of the interior driveway) shall be fenced.
- i. No additional lighting shall be added to illuminate the expanded camping area.

j. Camping vehicles shall not be located north of the Speedway access driveway (from France Avenue) and west of France Avenue in such a manner that they impede the vision of vehicles attempting to exit the property on to France Avenue.

12. Events Schedule. Prior to April 1st of each year, the operator of the Elko Speedway shall post a schedule of all racing and non-racing events for the remainder of the year on their website which is accessible to the general public and shall provide the event schedule to the City. For events at the Quarter-midget speedway, in lieu of posting an event schedule on its website, the operator of the Elko Speedway may provide a link to the website of the lessee of the quarter-midget speedway where the quarter-midget event schedule is posted and accessible to the public. Any lease of the Quarter-midget speedway must include the requirements for posting of the event schedule under this subsection. The event schedule shall identify the event and the dates and times of the event.

F. Parking. Developer shall maintain the following parking spaces:

1. Speedway Parking. The grandstand has a maximum capacity of 5,000 seats. Utilizing the maximum capacity figure for race events, a total of 1,250 improved off-street parking stalls shall be provided, based on an off-street parking requirement of one space for each four seats for racetrack uses. As summarized below, a total of 2,540 off-street parking stalls shall be provided. All “required” parking must be provided on site. The 310 parking spaces identified as being paved shall be maintained with a hard-surface.

Location	Number of Spaces
Main Parking Lot	713
Paved Lot	200
East Main Parking Lot	100
South Lot	300
Pit area (paved)	110
Office/Residential Parcel	200
West Lot (C.R. 91)	560
Pit Area	200
North of Track	300
Total	2583

2. Banquet Facility Parking. A minimum of 223 off-street parking spaces are required, calculated based on gross square foot as follows:

Use	Ratio	Required Spaces
Dining and Bar (7,857 gsf)	1 space per 40 gsf	197
Kitchen (2,043 gsf)	1 space per 80 gsf	26
Total		223

3. Required handicap parking spaces meeting ADA requirements shall be provided.

4. Grass surfacing for the overflow parking areas located along County Road 91 shall be permitted.

5. Restroom facilities shall be available at all times in sufficient capacity to serve patrons present for any event (racing or non-racing) held within the PUD.

Section 3. Section 11-28C-21 of the Elko New Market City Code is amended to add the following:

PUD-2: Elko Speedway, Ordinance No. _____

Section 4. The zoning map of the City of Elko New Market shall not be republished to show the aforesaid zoning, but the Clerk shall appropriately mark the zoning map on file in the Clerk's Office for the purpose of indicating the rezoning hereinabove provided for in this ordinance, and all of the notations, references, and other information shown thereon are hereby incorporated by reference and made a part of this ordinance.

Section 5. Effective Date. This ordinance shall be effective upon its passage and publication by the City Council.

PASSED AND ADOPTED this _____ day of _____, 2017, 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

EXHIBIT A

Legal Description of Property

Parcel 1

Lot 1, Block 2, Elko Market Place, Scott County, Minnesota, according to the recorded plat thereof.

Parcel 2

The South 200 feet of the East 544.5 of the Northwest Quarter of Section 27, Township 113, Range 21, Scott County, Minnesota.

EXCEPT that part lying Southerly and Westerly of the following described line: Commencing at the Southwest corner of said South 200.00 feet of the East 544.50 feet; thence North 00 degrees 35 minutes 46 seconds East, along the West line of said East 544.50 feet, a distance of 60.00 feet to the point of beginning of the line to be described; thence North 88 degrees 35 minutes 44 seconds East parallel with the South line of said Northwest Quarter a distance of 232.00 feet; thence South 40 degrees 01 minutes 34 seconds East a distance of 76.75 feet to a point on the South line of said Northwest Quarter distance 282.00 feet Easterly of the point of commencement and there terminating.



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
SUBJECT: STAFF UPDATES
DATE: MARCH 2, 2017

Background / History

The purpose of this memo is to provide the Planning Commission with updates regarding on-going miscellaneous projects and activities being worked on by Planning Department staff. Below is a summary of projects that are currently being worked on, inquiries received, and miscellaneous information:

1. Forwarded Planning Commission recommendation for Boulder Heights to City Council. City Council approved zoning and preliminary plat.
2. Forwarded Planning Commission recommendation for Christmas Pines to City Council. City Council supported concept plan.
3. Forwarded Planning Commission recommendation for Avant Park I – senior housing project to City Council. City Council supported concept plan.
4. Corresponded with new investor/developer looking at New Market Bank commercial property near Firehouse Grille.
5. Corresponded with gas station / convenience store/ liquor store chain regarding available properties in Elko New Market. Prepared market study for interested party.
6. Corresponded with two companies interested in finishing the Dakota Acres townhome development.
7. Submitted proposal for industrial park lead. Had interview at DEED offices in St. Paul with company representatives. Successfully made it to second round of cities. Coordinated with Scott County to determine estimated market value for improvements. Coordinated with Ehlers to complete TIF projections. Updated Scott County officials on lead.
8. Met with Warren Barsness project team to review all items associated with development of property including access issues, stormwater, wetland, and zoning issues.
9. Met with company interested in constructing residential care facility in Elko New Market. Corresponded several times. Company concluded that Elko New Market was too far out from service area.

10. Staff negotiating purchase agreement on small property in the downtown area. Property desired for future right of way.
11. Assisted Dakota Electric in responding to data center lead for Park I-35.
12. Updated Ryan Companies regarding status of lead for Park I-35.